

# **SHIRE OF CARNAMAH**

## **MONTHLY STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

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**SHIRE OF CARNAMAH**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

	NOTE	30/06/2017	30/06/2017	2016/17	Variances Budget to Actual
		Actual	Y-T-D Budget	Amended Budget	%
		\$	\$	\$	
<b><u>Operating</u></b>					
<b>Revenues/Sources</b>	1,2				
Governance		33,632	7,313	7,313	359.90%
General Purpose Funding		1,999,433	1,974,106	1,974,106	1.28%
Law, Order, Public Safety		79,057	64,670	64,670	22.25%
Health		1,847	766	766	141.18%
Education and Welfare		22,868	21,678	21,678	5.49%
Housing		255,562	249,022	249,022	2.63%
Community Amenities		131,630	133,370	133,370	(1.30%)
Recreation and Culture		124,243	120,472	120,472	3.13%
Transport		3,543,620	4,129,278	4,129,278	(14.18%)
Economic Services		113,273	134,022	134,022	(15.48%)
Other Property and Services		134,394	67,409	67,409	99.37%
		<u>6,439,559</u>	<u>6,902,106</u>	<u>6,902,106</u>	<u>(6.70%)</u>
<b>(Expenses)/(Applications)</b>	1,2				
Governance		(221,320)	(239,913)	(239,913)	7.75%
General Purpose Funding		(101,181)	(99,070)	(99,070)	(2.13%)
Law, Order, Public Safety		(176,059)	(186,955)	(186,955)	5.83%
Health		(40,890)	(56,519)	(56,519)	27.65%
Education and Welfare		(57,560)	(65,632)	(65,632)	12.30%
Housing		(375,441)	(351,708)	(351,708)	(6.75%)
Community Amenities		(291,275)	(365,465)	(365,465)	20.30%
Recreation & Culture		(863,776)	(946,235)	(946,235)	8.71%
Transport		(2,015,828)	(2,583,330)	(2,583,330)	21.97%
Economic Services		(205,589)	(262,320)	(262,320)	21.63%
Other Property and Services		72,366	(765)	(765)	9559.62%
		<u>(4,276,552)</u>	<u>(5,157,912)</u>	<u>(5,157,912)</u>	<u>(17.09%)</u>
<b><u>Adjustments for Non-Cash</u></b>					
<b><u>(Revenue) and Expenditure</u></b>					
(Profit)/Loss on Asset Disposals	4	(15,423)	17,022	17,022	190.60%
Movement in Accrued Interest		(6,756)	0	0	0.00%
Movement in Other Accruals		(5,349)	0	0	0.00%
Depreciation on Assets		1,493,587	1,547,000	1,547,000	(3.45%)
<b><u>Capital Revenue and (Expenditure)</u></b>					
Purchase Property, Plant and Equipment	3	(563,673)	(785,122)	(785,122)	28.21%
Purchase Infrastructure	3	(3,940,814)	(4,577,900)	(4,577,900)	13.92%
Proceeds from Disposal of Assets	4	42,727	0	67,500	
Repayment of Debentures	5	(407,890)	(83,041)	(83,041)	(391.19%)
Proceeds from New Debentures	5	0	0	0	
Self-Supporting Loan Principal Income		59,462	59,462	60,646	0.00%
Transfers to Reserves (Restricted Assets)	6	(557,292)	(42,000)	(582,061)	(1226.89%)
Transfers from Reserves (Restricted Assets)	6	368,000	0	498,400	
ADD Net Current Assets July 1 B/Fwd	7	854,609	1,349,477	854,609	
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	7	<u>1,731,225</u>	<u>889,438</u>	<u>0</u>	
<b>Amount Raised from Rates</b>	8	<u>(2,187,567)</u>	<u>(1,660,346)</u>	<u>(1,238,753)</u>	

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

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES**

Please refer to Budget document.

**2. REVENUES AND EXPENSES**

<b>(a) Net Result from Ordinary Activities was arrived at after:</b>	<b>30/06/2017 Actual \$</b>	<b>2016/17 Budget \$</b>
<b>(i) Charging as Expenses:</b>		
<b>Auditors Remuneration</b>		
Audit Services	11,515	14,310
Other Services	0	0
	<u>11,515</u>	<u>14,310</u>
<b>Depreciation</b>		
<b><u>By Program</u></b>		
Governance	33,461	29,000
General Purpose Funding		0
Law, Order, Public Safety	64,311	70,850
Health	98	100
Education and Welfare	4,118	4,150
Housing	88,692	89,000
Community Amenities	9,612	9,620
Recreation and Culture	131,550	134,450
Transport	935,262	935,280
Economic Services	14,592	14,300
Other Property and Services	211,891	260,250
	<u>1,493,587</u>	<u>1,547,000</u>
<b><u>By Class</u></b>		
Land and Buildings	218,981	225,000
Furniture and Equipment	34,384	33,000
Plant and Equipment	261,770	310,220
Equipment on Reserves	12,652	13,000
Roads	901,000	901,000
Footpaths	9,780	9,780
Parks and Ovals	55,020	55,000
	<u>1,493,587</u>	<u>1,547,000</u>
<b>Borrowing Costs (Interest)</b>		
- Debentures	47,224	29,770
	<u>47,224</u>	<u>29,770</u>
<b>(ii) Crediting as Revenues:</b>		
<b>Interest Earnings</b>		
Investments		
- Reserve Funds	53,292	27,500
- Other Funds	6,938	15,000
Other Interest Revenue ( <i>refer note 11</i> )	17,744	16,750
	<u>77,974</u>	<u>59,250</u>

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**3. ACQUISITION OF ASSETS**

**30/06/2017**  
**Actual**  
**\$**

**2016/17**  
**Budget**  
**\$**

The following assets are budgeted to be acquired during the year:

**By Program**

**Governance**

Photocopier	9,000.00	9,500
Council Chambers Chairs	8,557.31	10,000
Upgrade Administration Centre Kitchen	12,093.07	12,000

**Law Order & Public Safety**

Emergency Ranger Services Ute	39,250.05	0
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**Housing**

Staff Housing	7,644.00	30,000
Factory Unit, GEHA & SPQ Housing	54,046.22	70,000

**Community Amenities**

Carnamah Refuse Site Fencing	0	30,000
Eneabba Refuse Site Fencing	8,105	20,000
Old Police Station	0.00	2,000
Liquid Waste Pond	0	10,000

**Recreation and Culture**

Carnamah Pool	0.00	32,000
Eneabba Pool	65,769.59	94,000
Ride On Mower CA 5024	7,418.18	8,800

**Transport**

Winchester West Rd - Gravel Resheet 4.44 to 6.44 slk	89,926.10	62,881
Camac Road	231,403.60	266,349
Mitchell Road	487,509.51	611,013
Caron Road	242,592.10	413,842
Back-Innering Road	354,230.30	534,397
Wellington Road	249,528.28	319,091
Bunjil Carnamah Road	520,418.92	431,381
Brand Mudge Rd	417,231.41	473,923
Carnamah Eneabba Road - Renewal Seal	348,974.10	393,000
Carnamah Eneabba Road - Upgrade Widen & Seal	468,963.65	448,000
Eneabba Coolimba Road	512,116.90	600,000
Eneabba Walk Trail	6,881.32	11,612
Townscape	0	1,156
Isuzu Tip Truck (CA 5020)	178,678.85	260,000
Isuzu Truck (CA 5018)	78,991.55	100,000
Dmax Ute	40,419.84	45,000
Toyota Kluger	0.00	45,000
Tandem Dolly	20,735.22	0
Hustler Mower	15,052.73	16,558
Depot Buildings	17,910.70	20,000

**Economic Services**

Caravan Park Chalets	0.00	1,500
Caravan Park - Upgrade	8,967.10	11,255
Eneabba Camp Ground	2,070.45	0
Vacant Land	0	764

<b>4,504,486</b>	<b>5,395,022</b>
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**By Class**

Land and Buildings	165,569	322,264
Infrastructure Assets - Roads	3,929,776	4,565,488
Infrastructure Assets - Parks and Ovals	11,038	12,411
Purchase Equipment on Reserves	0	0
Plant and Equipment	380,546	475,358
Furniture and Equipment	17,557	19,500
	<u>4,504,486</u>	<u>5,395,022</u>



**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**4. DISPOSALS OF ASSETS**

The following assets have been disposed of during the year.

<u>By Program</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	30/06/2017 Actual \$	2016/17 Budget \$	30/06/2017 Actual \$	2016/17 Budget \$	30/06/2017 Actual \$	2016/17 Budget \$
<b>Recreation &amp; Culture</b>						
John Deere Ride On Mower (CA5008)	1,077	1,393	1,818	2,000	741	607
<b>Transport</b>						
Isuzu Prime Mover/Tip Truck (CA5020)	26,227	51,744	31,818	25,000	5,591	(26,744)
Isuzu Truck (CA5018)	0	0	9,091	6,500	9,091	6,500
Toyota Kluger (CA2)	0	31,385	0	31,500	0	115
Dmax Ute (CA5005)	0	0	0	2,500	0	2,500
	27,305	84,522	42,727	67,500	15,423	(17,022)

<u>By Class</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	30/06/2017 Actual \$	2016/17 Budget \$	30/06/2017 Actual \$	2016/17 Budget \$	30/06/2017 Actual \$	2016/17 Budget \$
<b>Plant &amp; Equipment</b>						
John Deere Ride On Mower	1,077	1,393	1,818	2,000	741	607
Isuzu Prime Mover/Tip Truck (CA5020)	26,227	51,744	31,818	25,000	5,591	(26,744)
Isuzu Truck (CA5018)	0	0	9,091	6,500	9,091	6,500
Toyota Kluger (CA2)	0	31,385	0	31,500	0	115
Dmax Ute (CA5005)	0	0	0	2,500	0	2,500
	27,305	84,522	42,727	67,500	15,423	(17,022)

<u>Summary</u>	30/06/2017 Actual \$	2016/17 Budget \$
Profit on Asset Disposals	9,832	9,722
Loss on Asset Disposals	5,591	(26,744)
	15,423	(17,022)

**SHIRE OF CARNAMAH**  
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**5. INFORMATION ON BORROWINGS**

**(a) Debenture Repayments**

Movement in debentures and interest between the beginning and the end of the current financial year.

Particulars	Principal 1-Jul-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2016/17 Budget \$	30/06/2017 Actual \$	2016/17 Budget \$	30/06/2017 Actual \$	2016/17 Budget \$	30/06/2017 Actual \$
<b>Housing</b>								
Residential Dwellings (129)	241,224		22,580	22,580	218,644	218,644	13,456	13,457
	241,224	0	22,580	22,580	218,644	218,644	13,456	13,457
<b>Self Supporting Loans</b>								
<b>Law, Order, Public Safety</b>								
SES Building (133)*	371,443		46,594	371,443	324,849	0	14,896	32,349
<b>Recreation and Culture</b>								
Carnamah Bowling Club (134)*	45,277		9,625	9,625	35,652	35,652	974	974
Carnamah Bowling Club (135)*	20,000		4,241	4,241	15,759	15,759	444	444
	436,720	0	60,461	385,309	376,259	51,410	16,314	33,767
	677,944	0	83,041	407,890	594,903	270,055	29,770	47,224

All debenture repayments will be financed by general purpose revenue, except those marked with \* which are self supporting loans.

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**INFORMATION ON BORROWINGS (Continued)**

5. New Debentures - 2016/17

(b)

Particulars/Purpose	Amount Borrowed Budget	Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate %	Amount Used Used Budget	Balance Unspent \$
Nil					0		0	0

Unspent Debentures

(c)

Council had no unspent debenture funds as at 30th June 2016 nor is it expected to have unspent debenture funds as at 30th June 2017.

Overdraft

(d)

Council has not utilised an overdraft facility during the financial year although an overdraft facility of \$100,000 with the Westpac Bank does exist. It is not anticipated that this facility will be required to be utilised during 2016/17.

**SHIRE OF CARNAMAH**  
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	30/06/2017	2016/17 Amended Budget	2015/16
	Actual \$	Budget \$	Actual \$
<b>6. RESERVES</b>			
<b>(a) Long Service Leave Reserve</b>			
Opening Balance	153,214	153,214	135,576
Amount Set Aside / Transfer to Reserve	23,101	21,226	17,638
Amount Used / Transfer from Reserve	0	0	0
	<u>176,315</u>	<u>174,440</u>	<u>153,214</u>
<b>(b) Plant Reserve</b>			
Opening Balance	783,164	783,164	564,849
Amount Set Aside / Transfer to Reserve	265,853	311,265	218,315
Amount Used / Transfer from Reserve	0	(55,000)	0
	<u>1,049,017</u>	<u>1,039,429</u>	<u>783,164</u>
<b>(c) Housing Reserve</b>			
Opening Balance	230,603	230,603	186,909
Amount Set Aside / Transfer to Reserve	24,668	23,845	43,694
Amount Used / Transfer from Reserve	0	0	0
	<u>255,271</u>	<u>254,448</u>	<u>230,603</u>
<b>(d) Town Enhancement Reserve</b>			
Opening Balance	13,082	13,082	12,825
Amount Set Aside / Transfer to Reserve	265	105	257
Amount Used / Transfer from Reserve	0	0	0
	<u>13,347</u>	<u>13,187</u>	<u>13,082</u>
<b>(e) Coastal Initiatives Reserve</b>			
Opening Balance	299,396	299,396	317,073
Amount Set Aside / Transfer to Reserve	6,060	2,395	6,323
Amount Used / Transfer from Reserve	0	(5,000)	(24,000)
	<u>305,457</u>	<u>296,791</u>	<u>299,396</u>
<b>(f) Eneabba Pool Reserve</b>			
Opening Balance	64,509	64,509	31,833
Amount Set Aside / Transfer to Reserve	4306	3,516	32,676
Amount Used / Transfer from Reserve	(62,000)	(62,000)	0
	<u>6,815</u>	<u>6,025</u>	<u>64,509</u>
<b>(g) Factory Unit Housing Reserve</b>			
Opening Balance	46,910	46,910	40,218
Amount Set Aside / Transfer to Reserve	5,950	5,375	6,692
Amount Used / Transfer from Reserve	0	0	0
	<u>52,859</u>	<u>52,285</u>	<u>46,910</u>
<b>(h) Joint Venture Housing (SPQ's) Reserve</b>			
Opening Balance	14,387	14,387	14,051
Amount Set Aside / Transfer to Reserve	1,291	1,115	336
Amount Used / Transfer from Reserve	0	0	0
	<u>15,678</u>	<u>15,502</u>	<u>14,387</u>
<b>Total Reserves C/Fwd</b>	<u>1,874,759</u>	<u>1,852,107</u>	<u>1,605,265</u>

**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

	30/06/2017	2016/17 Amended Budget	2015/16
	Actual \$	Budget \$	Actual \$
<b>6. RESERVES (Continued)</b>			
<b>Total Reserves B/Fwd</b>	<u>1,874,759</u>	<u>1,852,107</u>	<u>1,605,265</u>
<b>(i) Computer Reserve</b>			
Opening Balance	43,759	43,759	42,937
Amount Set Aside / Transfer to Reserve	20,886	20,350	822
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>	<u>0</u>
	<u>64,645</u>	<u>64,109</u>	<u>43,759</u>
<b>(j) Land Subdivision Reserve</b>			
Opening Balance	35,094	35,094	34,405
Amount Set Aside / Transfer to Reserve	710	281	689
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>	<u>0</u>
	<u>35,805</u>	<u>35,375</u>	<u>35,094</u>
<b>(k) Carnamah Pool Reserve</b>			
Opening Balance	32,268	32,268	28,696
Amount Set Aside / Transfer to Reserve	35,653	35,258	3,572
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>	<u>0</u>
	<u>67,922</u>	<u>67,526</u>	<u>32,268</u>
<b>(l) Resurfacing Playing Surface Carnamah Tennis Courts</b>			
Opening Balance	47,093	47,093	36,386
Amount Set Aside / Transfer to Reserve	10,953	10,377	10,707
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>	<u>0</u>
	<u>58,046</u>	<u>57,469</u>	<u>47,093</u>
<b>(m) Fair Value Asset Reserve</b>			
Opening Balance	268,221	268,221	248,230
Amount Set Aside / Transfer to Reserve	5,429	2,146	19,991
Amount Used / Transfer from Reserve	<u>(19,600)</u>	<u>(40,000)</u>	<u>0</u>
	<u>254,051</u>	<u>230,367</u>	<u>268,221</u>
<b>(n) Refuse Sites Reserve</b>			
Opening Balance	204,274	204,274	200,255
Amount Set Aside / Transfer to Reserve	4,135	1,634	4,019
Amount Used / Transfer from Reserve	<u>0</u>	<u>(50,000)</u>	<u>0</u>
	<u>208,409</u>	<u>155,908</u>	<u>204,274</u>
<b>(o) Joint Venture Housing (APU's) Reserve</b>			
Opening Balance	25,534	25,534	25,033
Amount Set Aside / Transfer to Reserve	517	204	501
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>	<u>0</u>
	<u>26,051</u>	<u>25,738</u>	<u>25,534</u>
<b>(p) Roadworks Reserve</b>			
Opening Balance	296,198	296,198	290,369
Amount Set Aside / Transfer to Reserve	115,996	112,370	5,829
Amount Used / Transfer from Reserve	<u>(286,400)</u>	<u>(286,400)</u>	<u>0</u>
	<u>125,794</u>	<u>122,168</u>	<u>296,198</u>
<b>Total Reserves C/Fwd</b>	<u>2,715,482</u>	<u>2,610,769</u>	<u>2,557,708</u>

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	30/06/2017	2016/17 Amended	2015/16
	Actual	Budget	Actual
	\$	\$	\$
<b>6. RESERVES (Continued)</b>			
<b>Total Reserves B/Fwd</b>	<u>2,715,482</u>	<u>2,610,769</u>	<u>2,557,708</u>
<b>(q) Resurfacing Carnamah Bowling Greens</b>			
Opening Balance	25,000	25,000	0
Amount Set Aside / Transfer to Reserve	25,506	25,200	25,000
Amount Used / Transfer from Reserve	0	0	0
	<u>50,506</u>	<u>50,200</u>	<u>25,000</u>
<b>(r) Staff Leave</b>			
Opening Balance	50,000	50,000	0
Amount Set Aside / Transfer to Reserve	6,012	5,400	50,000
Amount Used / Transfer from Reserve	0	0	0
	<u>56,012</u>	<u>55,400</u>	<u>50,000</u>
<b>Total Reserves</b>	<u><u>2,822,000</u></u>	<u><u>2,716,369</u></u>	<u><u>2,632,708</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

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	30/06/2017	2016/17	2015/16
	Actual	Amended	Actual
	\$	Budget	\$
	\$	\$	\$
<b>6. RESERVES (Continued)</b>			
<b>SUMMARY OF RESERVE TRANSFERS</b>			
<b>Transfers to Reserves</b>			
Long Service Leave Reserve	23,101	21,226	17,638
Plant Reserve	265,853	311,265	218,315
Housing Reserve	24,668	23,845	43,694
Town Enhancement Reserve	265	105	257
Coastal Initiatives Reserve	6,060	2,395	6,323
Eneabba Pool Reserve	4,306	3,516	32,676
Factory Unit Housing Reserve	5,950	5,375	6,692
Joint Venture Housing (SPQ's) Reserve	1,291	1,115	336
Computer Reserve	20,886	20,350	822
Land Subdivision Reserve	710	281	689
Carnamah Pool Reserve	35,653	35,258	3,572
Resurfacing Playing Surface Carnamah Tennis Courts	10,953	10,377	10,707
Fair Value Asset Reserve	5,429	2,146	19,991
Refuse Sites Reserve	4,135	1,634	4,019
Joint Venture Housing (APU's) Reserve	517	204	501
Roadworks Reserve	115,996	112,370	5,829
Resurfacing Carnamah Bowling Greens	25,506	25,200	25,000
Staff Leave	6,012	5,400	50,000
	<u>557,292</u>	<u>582,061</u>	<u>447,063</u>
<b>Transfers from Reserves</b>			
Long Service Leave Reserve	0	0	0
Plant Reserve	0	(55,000)	0
Housing Reserve	0	0	0
Town Enhancement Reserve	0	0	0
Coastal Initiatives Reserve	0	(5,000)	(24,000)
Eneabba Pool Reserve	(62,000)	(62,000)	0
Factory Unit Housing Reserve	0	0	0
Joint Venture Housing (SPQ's) Reserve	0	0	0
Computer Reserve	0	0	0
Land Subdivision Reserve	0	0	0
Carnamah Pool Reserve	0	0	0
Resurfacing Playing Surface Carnamah Tennis Courts	0	0	0
Fair Value Asset Reserve	(19,600)	(40,000)	0
Refuse Sites Reserve	0	(50,000)	0
Joint Venture Housing (APU's) Reserve	0	0	0
Roadworks Reserve	(286,400)	(286,400)	0
Resurfacing Carnamah Bowling Greens	0	0	0
Staff Leave	0	0	0
	<u>(368,000)</u>	<u>(498,400)</u>	<u>(24,000)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>189,292</u>	<u>83,661</u>	<u>423,063</u>

**SHIRE OF CARNAMAH  
MONTHLY STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**6. RESERVES (Continued)**

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are

Long Service Leave Reserve

- to be used to fund long service leave requirements.

Plant Reserve

- for the purchase of road plant, machinery and equipment.

Housing Reserve

- providing for new dwellings and major renovations to existing dwellings.

Town Enhancement Reserve

- provision of townscape improvements as per townscape plan.

Coastal Initiatives Reserve

- at Council's discretion, and without limiting the generality of its use is for such things as planning, research and practical works which have specific or general benefit to coastal activities and the use of the coastal land and its adjacent seas

Eneabba Pool Reserve

- to be used to fund future major maintenance for the Eneabba Swimming Pool.

Factory Unit Housing Reserve

- to provide for long term maintenance of factory unit houses in Lucas Drive.

Joint Venture Housing (SPQ's) Reserve

- to provide for long term maintenance at the King St single persons units.

Computer Reserve

- to provide for the replacement of hardware and/or software.

Land Subdivision Reserve

- to provide for the future subdivision of residential, commercial or industrial land within the Carnamah townsite.

Carnamah Pool Reserve

- to be used to fund future major maintenance for the Carnamah Swimming Pool.

Resurfacing Playing Surface Carnamah Tennis Courts

- for the future replacement of the synthetic playing surface on the Carnamah Tennis Courts

Fair Value Asset Reserve

- to be used for the future fair valuation of assets

Refuse Sites Reserve

- to be used for the future expansions of both the Carnamah and Eneabba refuse sites

Joint Venture Housing (APU's) Reserve

- to provide for long term maintenance on the Caron St aged persons units.

Roadworks Reserve

- to be used to fund future major repairs, renewals or upgrades of roads in the Shire of Carnamah.

Resurfacing Carnamah Bowling Greens

- for the future replacement of the synthetic playing surface on the Carnamah Bowling greens

Staff Leave

- to be used to fund future sick and annual leave requirements

No reserves are not expected to be used within a set period as further transfers to the reserve accounts are



**SHIRE OF CARNAMAH  
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	<b>30/06/2017 Actual \$</b>	<b>2016/17 Budget \$</b>	<b>2015/16 Actual \$</b>
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	1,958,615	281,661	1,194,661
Cash - Restricted Reserves	2,822,000	2,584,369	2,632,708
Receivables	210,417	156,000	179,520
Inventories	0	0	0
	<u>4,991,032</u>	<u>3,022,030</u>	<u>4,006,889</u>
<b>LESS: CURRENT LIABILITIES</b>			
Trade and Other Payables	(357,373)	(270,103)	(362,813)
Long Term Borrowings	38,163	(86,763)	(83,041)
Provisions	(295,475)	(352,777)	(295,475)
	<u>(614,685)</u>	<u>(709,643)</u>	<u>(741,329)</u>
<b>NET CURRENT ASSET POSITION</b>	4,376,346	2,312,387	3,265,560
Less: Cash - Restricted Reserves	(2,822,000)	(2,584,369)	(2,632,708)
Add: Current Portion of Debentures	38,163	86,763	83,041
Add: Current Portion of Long Service Leave	138,716	185,219	138,716
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><u>1,731,225</u></u>	<u><u>0</u></u>	<u><u>854,609</u></u>

The estimated surplus/(deficiency) c/fwd in the 2015/16 actual column represents the surplus (deficit) brought forward as at 1 July 2016.

The estimated surplus/(deficiency) c/fwd in the 2016/17 budget column represents the surplus (deficit) carried forward as at 30 June 2017.

**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
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**8. RATING INFORMATION - 2016/17 FINANCIAL YEAR**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2016/17 Rate Revenue \$</b>	<b>2016/17 Interim Rates \$</b>	<b>2016/17 Back Rates \$</b>	<b>2016/17 Total Revenue \$</b>	<b>2016/17 Budgeted Revenue \$</b>
<b>Differential General Rate/General Rate</b>								
GRV - Carnamah & Eneabba	0.137350	263	2,510,135	344,767	2,062	0	346,829	344,767
UV - Rural & Mining	0.020150	157	66,960,150	1,349,247	(480)	0	1,348,767	1,349,247
GRV - Mining*	0.274700	9	450,220	123,675	0	0	123,675	123,675
GRV - Rural*	0.137350	1	3,640	500	0	0	500	500
<b>Sub-Totals</b>		430	69,924,145	1,818,190	1,581	0	1,819,771	1,818,190
<b>Minimum Payment</b>								
GRV - Carnamah & Eneabba	681	51	281,611	34,731	(1,112)	0	33,619	34,731
UV - Rural & Mining	681	37	89,526	25,197	(285)	0	24,912	25,197
GRV - Mining*	681	0	0	0	0	0	0	0
GRV - Rural*	497	1	2,860	497	0	0	497	497
<b>Sub-Totals</b>		89	373,997	60,425	(1,397)	0	59,027	60,425
Discounts (Note 12)							0	0
<b>Total Amount Raised from General Rate</b>								
Specified Area Rates (Note 9)							1,878,798	1,878,614
<b>Total Rates</b>							1,878,798	1,878,614

**SHIRE OF CARNAMAH**  
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**8(a). RATING INFORMATION - 2016/17 FINANCIAL YEAR (CONTINUED)**

All land except exempt land in the Shire of Carnamah is rated according to its Gross Rental Value (GRV) in townships, gazetted mining and rural properties or Unimproved Value (UV) in the remainder of the Shire of Carnamah

The general rates detailed above for the 2016/17 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

**OBJECTIVES AND REASONS FOR DIFFERENTIAL RATING**

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of Differential Rating.

**Differential General Rate**

Description	Characteristics	Objects	Reasons
GRV – Rural	Rural property used predominantly for non-rural purposes	To ensure all rate payers contribute an equitable share to maintaining the Shire's assets and services.	To ensure that non-rural business do not gain a financial advantage by operating outside of the town sites.
GRV – Mining	Rural property used for mining purpose with associated infrastructure	To ensure those involved in mining activities make a fair contribution towards maintaining the Shire's assets and services.	To reasonably proportion the balance of who will bear the burden of the rate revenue required with their capacity to pay.

**Differential Minimum Payment**

Description	Characteristics	Objects	Reasons
GRV – Rural	Rural property used predominantly for non-rural purposes	To ensure all rate payers contribute an equitable share to maintaining the Shire's assets and services.	Lower minimum for this category is required in order to comply with S6.35 (3) of the Local Government Act 1995
GRV – Mining	Rural property used for mining purpose with associated infrastructure	To ensure those involved in mining activities make a fair contribution towards maintaining the Shire's assets and services.	To ensure those involved in mining activities make a fair contribution towards maintaining the Shire's assets and services.

**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
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**9. SPECIFIED AREA RATE - 2015/16 FINANCIAL YEAR**

Council has not imposed a specified area rate for the 2016/17 financial year

**10. SERVICE CHARGES - 2015/16 FINANCIAL YEAR**

Council has not imposed any service charges for the 2016/17 financial year

<b>11. FEES &amp; CHARGES REVENUE</b>	<b>30/06/2017 Actual \$</b>	<b>2016/17 Budget \$</b>	<b>2015/16 Actual \$</b>
Governance	4,738	550	9,910
General Purpose Funding	13,449	4,100	4,189
Law, Order, Public Safety	4,701	12,400	12,454
Health	1,847	766	1,236
Education and Welfare	22,637	21,678	22,928
Housing	250,650	249,022	234,173
Community Amenities	124,892	127,318	130,635
Recreation and Culture	24,422	24,064	30,152
Transport	0	0	0
Economic Services	112,664	133,962	125,781
Other Property and Services	11,372	19,309	95,630
	<u>571,372</u>	<u>593,168</u>	<u>667,088</u>

**12. RATE PAYMENT DISCOUNTS, WAIVERS AND CONCESSIONS - 2016/17 FINANCIAL YEAR**

There is no discount for payment of rates within 35 days of the date of service of rate notice.

**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**13. INTEREST CHARGES AND INSTALMENTS - 2016/17 FINANCIAL YEAR**

		<b>30/06/2017</b>	<b>2016/17</b>	<b>2015/16</b>
		<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>
Interest on Unpaid Rates	11.0%	11,707	10,250	13,014
Interest on Instalments Plan	5.5%	6,037	6,500	6,500
Charges on Instalment Plan	\$30.00	2,930	2,500	2,592
		<u>20,674</u>	<u>19,250</u>	<u>22,106</u>

Two separate option plans will be available to ratepayers for payment of their rates:

Option 1 (Full Payment)

Full amount of rates and charges including arrears to be paid on or before 5th September 2016 or 35 days after the date of service appearing on the rate notice whichever is later.

Option 2 (4 Instalments)

First instalment to be received on or before 5th September 2016 or 35 days after the date of service appearing on the rate notice, whichever is later and including all arrears and quarter of the current rates and service charges. Second third and fourth instalments to be made on or before the 7th November 2016, 9th January 2017 and the 9th March 2017 respectively.

The cost of the instalment plans will comprise of simple interest of 5.5% p.a. calculated from the date the first instalment is due, together with an administration fee of \$10.00 for each instalment notice (i.e. \$30 for option 2).

**14. ELECTED MEMBERS REMUNERATION**

<b>30/06/2017</b>	<b>2016/17</b>	<b>2015/16</b>
<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
<b>\$</b>	<b>\$</b>	<b>\$</b>

The following fees, expenses and allowances were paid to council members and/or the president.

Meeting Fees	13,315	15,400	9,270
President's Allowance	3,650	3,650	3,475
Travelling Expenses	2,967	2,500	2,199
	<u>19,932</u>	<u>21,550</u>	<u>14,944</u>

**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**15. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts.

Estimated cash at the end of the reporting period is as follows:

	<b>30/06/2017</b>	<b>2016/17</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash - Unrestricted	1,957,459	72,836	1,194,661
Cash - Unspent Grants	1,156	0	0
Cash - Restricted	2,822,000	2,768,194	2,632,708
	<u>4,780,615</u>	<u>2,841,030</u>	<u>3,827,369</u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

	<b>30/06/2017</b>	<b>2016/17</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Long Service Leave Reserve	176,315	174,440	153,214
Plant Reserve	1,049,017	1,039,429	783,164
Housing Reserve	255,271	254,448	230,603
Town Enhancement Reserve	13,347	13,187	13,082
Coastal Initiatives Reserve	305,457	296,791	299,396
Eneabba Pool Reserve	6,815	6,025	64,509
Factory Unit Housing Reserve	52,859	52,285	46,910
Joint Venture Housing (SPQ's) Reserve	15,678	15,502	14,387
Computer Reserve	64,645	64,109	43,759
Land Subdivision Reserve	35,805	35,375	35,094
Carnamah Pool Reserve	67,922	67,526	32,268
Resurfacing Playing Surface Carnamah Tennis Courts	58,046	57,469	47,093
Fair Value Asset Reserve	254,051	230,367	268,221
Refuse Sites Reserve	208,409	155,908	204,274
Joint Venture Housing (APU's) Reserve	26,051	25,738	25,534
Roadworks Reserve	125,794	122,168	296,198
Resurfacing Carnamah Bowling Greens	50,506	50,200	25,000
Staff Leave	56,012	55,400	50,000
Unspent Grants	1,156	0	0
	<u>2,823,156</u>	<u>2,716,369</u>	<u>2,632,708</u>

**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
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**15. NOTES TO THE STATEMENT OF CASH FLOWS**

<b>(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>	<b>30/06/2017 Actual \$</b>	<b>2016/17 Budget \$</b>	<b>2015/16 Actual \$</b>
<b>Net Result</b>	4,041,805	0	3,201,635
Depreciation	1,493,587	1,585,093	1,585,093
(Profit)/Loss on Sale of Asset	(15,423)	0	(9,486)
(Increase)/Decrease in Receivables	(16,483)	15,382	15,382
Increase/(Decrease) in Payables	(5,440)	(317,706)	(317,706)
Increase/(Decrease) in Employee Provisions	0	0	0
Grants/Contributions for the Development of Assets	(3,111,104)	0	(2,342,551)
<b>Net Cash from Operating Activities</b>	<u>2,386,942</u>	<u>1,282,769</u>	<u>2,132,368</u>
<b>(c) Undrawn Borrowing Facilities Credit Standby Arrangements</b>	<b>30/06/2017 Actual \$</b>	<b>2016/17 Budget \$</b>	<b>2015/16 Actual \$</b>
Bank Overdraft Limit	100,000	100,000	100,000
Bank Overdraft at Balance Date	0	0	0
Credit Card Limit	9,000	9,000	9,000
Credit Card Balance at Balance Date	(1,600)	0	(2,820)
<b>Total Amount of Credit Unused</b>	<u>107,400</u>	<u>109,000</u>	<u>106,180</u>
<b>Loan Facilities</b>			
Loan Facilities in use at Balance Date	<u>270,055</u>	<u>594,903</u>	<u>677,944</u>
Unused Loan Facilities at Balance Date	<u>0</u>	<u>0</u>	<u>0</u>

**SHIRE OF CARNAMAH**  
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**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**16. TRUST FUNDS**

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

<b>Detail</b>	<b>Balance 1/07/2016 \$</b>	<b>Amounts Received \$</b>	<b>Amounts Paid (\$)</b>	<b>Balance 30/06/2017 \$</b>
BCITF	0	801	(801)	0
BRB Levy	62	1,026	(1,087)	0
Country Comfort	20	0	0	20
Key Bonds	840	0	0	840
Liquor Licensing Bonds	200	0	0	200
Councillor Nomination Deposits	0	0	0	0
Carnamah Roadwise	211	0	0	211
Sundry Trust	5,840	0	0	5,840
Unclaimed Monies	131	0	0	131
Facility Hire Bonds	0	0	0	0
DAP Assessment Fees	0	0	0	0
Standpipe Swipe Card Bonds	400	0	0	400
	<u>7,704</u>	<u>1,826</u>	<u>(1,888)</u>	<u>7,642</u>



**SHIRE OF CARNAMAH**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**17. Variation Details for Statement of Financial Activity**

**Operating**

**Revenues/Sources**

Governance  
General Purpose Funding  
Law, Order, Public Safety

Health

Education and Welfare

Housing

Community Amenities

Recreation and Culture

Transport

Economic Services

Other Property and Services

**(Expenses)/(Applications)**

Governance

General Purpose Funding

Law, Order, Public Safety

Health

Education and Welfare

Housing

Community Amenities

Recreation & Culture

Transport

Economic Services

Other Property and Services

Insurance and vehicle reimbursements

Interest received on reserve funds has exceeded budget estimate by \$24,000

Standpipe usage less than budgeted. DFES self supporting loan # 133 paid out early offset by corresponding increase in expenditure

Septic tank applications and increased usage of medical centre

No significant variation

No significant variation

No significant variation

No significant variation

Expenditure on flood damage works was \$562,000 less than budgeted resulting in the grant funds received being reduced by the same amount.

Reveal Carnamah Eneabba Rd \$44,205 less than budgeted resulting in a reduction in grant income of \$29,350

Caravan Park income lower than budgeted. Offset by reduction in expenses

Recovery of rates from correct owner offset by refund to the original payer and fuel rebates higher than budgeted

Conference, professional development, civic functions, presentations and computer support all under budget estimates

No known variation

Standpipe, fire brigade expenditure, depreciation, admin and ranger charges lower than budgeted.

DFES self supporting loan # 133 paid out early offset by corresponding increase in revenue

Reduction in health building services, doctors, medical services and mosquito control expenses.

Reduction in expenditure on aged person units

No significant variation

Fencing of refuse sites deferred to 2017/18. Liquid waste pond expenditure lower than budgeted.

Expenditure on Carnamah & Eneabba pools has been lower than budgeted

Expenditure on flood damage works was \$562,000 less than budgeted resulting in the grant funds received being reduced by the same amount.

North Midlands fixed wireless project budgeted contribution of \$16,667 not required.

Caravan Park and chalet expenses lower than budgeted.

Timing variation - Accounts still to come for plant operating costs & public works overheads

**SHIRE OF CARNAMAH  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017  
OPERATING STATEMENT**

	30/06/2017 Actual	2016/17 Budget	2015/16 Actual
<b>OPERATING REVENUES</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Governance	33,632	7,313	24,641
General Purpose Funding	3,878,231	3,196,301	2,578,316
Law, Order, Public Safety	79,057	64,670	57,587
Health	1,847	766	1,236
Education and Welfare	22,868	21,678	22,928
Housing	255,562	249,022	241,768
Community Amenities	131,630	133,370	132,015
Recreation and Culture	124,243	119,865	124,159
Transport	432,516	106,496	99,138
Economic Services	113,273	134,022	131,532
Other Property and Services	134,394	67,409	167,960
	<u>5,207,253</u>	<u>4,100,913</u>	<u>3,581,280</u>
<b>EXPENSES EXCLUDING</b>			
<b>FINANCE COSTS (Refer Notes 1,2 &amp; 14)</b>			
Governance	(221,320)	(239,913)	(174,321)
General Purpose Funding	(101,181)	(99,070)	(100,454)
Law, Order, Public Safety	(143,710)	(172,059)	(146,802)
Health	(40,890)	(56,519)	(51,056)
Education and Welfare	(57,560)	(65,632)	(45,562)
Housing	(361,984)	(338,252)	(290,118)
Community Amenities	(291,275)	(365,465)	(292,903)
Recreation & Culture	(863,099)	(944,817)	(985,416)
Transport	(2,030,510)	(2,656,586)	(1,696,306)
Economic Services	(205,589)	(262,320)	(169,963)
Other Property and Services	72,366	(765)	90,916
	<u>(4,244,751)</u>	<u>(5,201,398)</u>	<u>(3,861,985)</u>
<b>FINANCE COSTS (Refer Notes 2 &amp; 5)</b>			
Law, Order, Public Safety	(32,349)	(14,896)	(16,727)
Housing	(13,456)	(13,456)	(15,576)
Recreation & Culture	(1,418)	(1,418)	(1,334)
	<u>(47,223)</u>	<u>(29,770)</u>	<u>(33,637)</u>
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Transport	3,111,104	4,013,667	2,899,442
	<u>3,111,104</u>	<u>4,013,667</u>	<u>2,899,442</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>			
Governance	0	0	1,553
Recreation & Culture	741	607	1,340
Transport	14,682	(17,629)	(14,757)
	<u>15,423</u>	<u>(17,022)</u>	<u>(11,864)</u>
<b>NET RESULT</b>	<b>4,041,805</b>	<b>2,866,390</b>	<b>2,573,236</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets	0	0	(427,959)
<b>Total Other Comprehensive Income</b>	<u>0</u>	<u>0</u>	<u>(427,959)</u>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b><u>4,041,805</u></b>	<b><u>2,866,390</u></b>	<b><u>2,145,277</u></b>

**SHIRE OF CARNAMAH  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017  
STATEMENT OF FINANCIAL POSITION**

	<b>30/06/2017 Actual \$</b>	<b>2015/16 Actual \$</b>
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	4,780,615	3,827,369
Trade and Other Receivables	210,417	179,520
Inventories	0	0
<b>TOTAL CURRENT ASSETS</b>	<u>4,991,032</u>	<u>4,006,888</u>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	35,815	375,077
Inventories	18,679	18,679
Property, Plant and Equipment	8,405,695	8,397,114
Infrastructure	99,690,263	96,715,250
<b>TOTAL NON-CURRENT ASSETS</b>	<u>108,150,452</u>	<u>105,506,120</u>
<b>TOTAL ASSETS</b>	<u>113,141,484</u>	<u>109,513,009</u>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	357,373	362,814
Long Term Borrowings	38,163	83,041
Provisions	295,475	295,475
<b>TOTAL CURRENT LIABILITIES</b>	<u>691,011</u>	<u>741,329</u>
<b>NON-CURRENT LIABILITIES</b>		
Long Term Borrowings	231,892	594,903
Provisions	27,694	27,694
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>259,586</u>	<u>622,597</u>
<b>TOTAL LIABILITIES</b>	<u>950,596</u>	<u>1,363,926</u>
<b>NET ASSETS</b>	<u>112,190,887</u>	<u>108,149,082</u>
<b>EQUITY</b>		
Retained Surplus	50,518,945	46,666,432
Reserves - Cash Backed	2,822,000	2,632,708
Reserves - Asset Revaluation (Infrastructure)	56,493,782	56,493,782
Reserves - Asset Revaluation (Plant & Equipment)	41,932	41,932
Reserves - Asset Revaluation (Parks & Ovals)	2,314,228	2,314,228
Reserves - Asset Revaluation (Land & Buildings)	0	0
<b>TOTAL EQUITY</b>	<u>112,190,887</u>	<u>108,149,082</u>

**SHIRE OF CARNAMAH  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017  
STATEMENT OF CASH FLOWS**

	NOTE	30/06/2017 Actual \$	2016/17 Budget \$	2015/16 Actual \$
<b>Cash Flows From Operating Activities</b>				
<b>Receipts</b>				
Rates		1,887,974	1,892,913	1,850,911
Operating Grants, Subsidies and Contributions		2,667,311	1,558,715	1,035,993
Fees and Charges		534,837	593,168	668,588
Interest Earnings		13,265	59,250	103,743
Other Revenue		87,384	22,053	11,568
		<u>5,190,770</u>	<u>4,126,099</u>	<u>3,670,803</u>
<b>Payments</b>				
Employee Costs		(1,266,894)	(1,458,779)	(1,217,340)
Materials and Contracts		(1,071,120)	(1,838,694)	(581,395)
Utility Charges		(243,118)	(280,508)	(237,743)
Interest expenses		(51,379)	(30,580)	(34,785)
Insurance Expenses		(133,647)	(108,637)	(98,867)
Other Expenditure		(37,671)	(50,550)	(35,933)
		<u>(2,803,828)</u>	<u>(3,767,748)</u>	<u>(2,206,063)</u>
<b>Net Cash Provided By (Used In) Operating Activities</b>	15(b)	<u>2,386,942</u>	<u>358,351</u>	<u>1,464,739</u>
<b>Cash Flows from Investing Activities</b>				
Payments for Development of Property, Plant & Equipment		(563,673)	(800,564)	(721,904)
Payments for Construction of Infrastructure		(3,940,814)	(4,577,898)	(3,600,751)
Advances to Community Groups		0	0	0
Non-Operating Grants, Subsidies and Contributions		3,111,104	4,013,667	2,899,442
Proceeds from Sale of Plant & Equipment		42,727	67,500	117,340
Proceeds from Advances		0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Cash Provided By (Used In) Investing Activities</b>		<u>(1,350,655)</u>	<u>(1,297,296)</u>	<u>(1,305,873)</u>
<b>Cash Flows from Financing Activities</b>				
Repayment of Debentures		(407,890)	(83,041)	(115,361)
Proceeds from Self Supporting Loans		324,849	60,646	(14,857)
Proceeds from New Debentures		0	0	70,000
		<u>0</u>	<u>0</u>	<u>70,000</u>
<b>Net Cash Provided By (Used In) Financing Activities</b>		<u>(83,041)</u>	<u>(22,395)</u>	<u>(60,218)</u>
<b>Net Increase (Decrease) in Cash Held</b>		953,246	(961,339)	98,649
<b>Cash at Beginning of Year</b>		3,827,369	3,827,369	3,728,719
<b>Cash and Cash Equivalents at the End of the Year</b>	15(a)	<u>4,780,615</u>	<u>2,866,030</u>	<u>3,827,368</u>

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

**SHIRE OF CARNAMAH  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

**FINANCIAL RATIOS**

	2017	2016	2015	2014	2013	2012
Current Ratio	2.25	2.45	4.69	1.03	5.77	1.57

The above rates are calculated as follows:

Current Ratio equals

Current assets minus restricted current assets  
Current liabilities minus liabilities associated  
with restricted assets

Total Current Assets	4,991,032
Less Restricted Cash - Reserves	(2,822,000)
Less Restricted Cash - Grants	(1,156)
	<u>2,167,876</u>
 Total Current Liabilities	 691,011
Plus Estimated Creditors	450,000
Less Long Term Borrowings	(38,163)
Add Back LSL Liability	(138,716)
	<u>964,132</u>

**SHIRE OF CARNAMAH**  
**SUPPLEMENTARY INFORMATION**  
**DEBTORS OUTSTANDING > \$20.00 TRIAL BALANCE**  
**FOR THE PERIOD 1 JULY TO 30 JUNE 2017**

Debtor Number	01/04/2017 >90 days	01.05.2017 >60 days	31.05.2017 >30 days	30.06.2017 Current	Total
1	-	-	-	32	32
12	-	-	-	88	88
40	-	-	-	115	115
41	20	-	-	-	20
42	-	-	-	61	61
45	6,000	-	-	2,698	8,698
49	-	-	-	54	54
53	222	127	-	28	376
55	-	-	-	123	123
65	-	-	-	3,127	3,127
171	-	-	-	35,336	35,336
213	-	-	-	36	36
240	-	-	-	1,679	1,679
277	-	-	-	44	44
297	-	-	-	115	115
416	-	-	-	819	819
461	-	-	-	42	42
524	-	-	-	187	187
609	-	-	1,833	15	1,848
614	-	103	-	203	305
686	-	100	-	-	100
692	5,178	-	-	-	5,178
718	-	-	-	1,080	1,080
758	-	-	-	380	380
774	-	-	-	57	57
804	-	-	-	209	209
861	-	-	-	82	82
867	-	-	-	771	771
881	-	-	-	27	27
935	-	-	1,171	-	1,171
944	-	-	-	82	82
945	-	-	-	267	267
990	-	-	444	10	454
1002	-	-	-	195	195
1009	-	-	-	505	505
1035	-	-	-	27	27
1071	-	49	-	-	49
1088	439	-	-	-	439
1089	494	-	-	-	494
1096	-	-	-	1,387	1,387
1100	44	-	-	-	44
1124	-	-	-	395	395
1125	-	-	-	708	708
1129	100	-	-	-	100
1133	-	-	-	1,915	1,915
1134	233	-	-	-	233
1143	-	-	-	122	122
1148	-	-	-	27	27
1149	-	-	-	234	234
1153	-	-	-	868	868
1155	-	-	-	263	263
<b>Totals</b>	<b>12,731</b>	<b>378</b>	<b>3,448</b>	<b>54,409</b>	<b>70,966</b>

SHIRE OF CARNAMAH  
SUPPLEMENTARY INFORMATION  
CASH AND INVESTMENT LISTING  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017

**RESERVE ACCOUNTS**

Reserve monies held in Maxi Direct Account # 155487 with Westpac Bank @ 2.0 %. Matured on 15/05/2017

Reserve monies held in Westpac Business Cash Reserve Account # 141480 @ 0.60%

\$0  
\$2,822,000  
\$2,822,000

See Note 6 for Reserve Allocations

**OPERATING, CASH MANAGEMENT, TERM DEPOSIT AND TRUST ACCOUNTS**

DATE	MUNI A/c #'s 107186 & 155102	On Call	0.01% On Call	MUNI CASH RESERVE A/c # 139874	Matured 14/4/17	MUNI TERM DEPOSIT A/c # 157-095	MUNI TERM DEPOSIT A/c # 157-108	Matured 16/03/17	TRUST A/c # 107194
Interest Rate									0.01%
Maturity Date									On Call
Closing Balance	30 June 2017			\$1,944,270.48		\$0.00	\$0		7,642
Add Outstanding Deposits		\$38,594		\$0.00		\$0.00	\$0		\$0
Less Unpresented Cheques		\$1,261		\$0.00		\$0.00	\$0		\$0
Add Till Floats		(\$26,261)		\$0.00		\$0.00	\$0		\$0
Other Adjustments		\$750		\$0		\$0	\$0		\$0
Balance As Per S.O.F.P.		\$0		\$0		\$0.00	\$0		\$0
		\$14,344		\$1,944,270		\$0.00	\$0.00		\$7,642

**INTEREST EARNT ON ACCOUNTS  
FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015**

MONTH	MUNI	MUNI MAXI INVESTMENT	MUNI TERM DEPOSIT A/c # 156770, 157095 & 157108	RESERVE	RESERVE TERM DEPOSIT
July	1	687	0	481	3,334
August	1	536	0	512	0
September	4	281	0	367	0
October	3	764	1,644	379	0
November	1	938	0	367	0
December	2	503	0	367	0
January	2	112	437	371	0
February	1	63	3,397	301	34,164
March	3	324	2,565	343	0
April	0	879	1,367	310	0
May	0	842	0	894	9,753
June	1	990		1,349	
<b>TOTAL</b>	<b>19</b>	<b>6,919</b>	<b>9,410</b>	<b>6,040</b>	<b>47,252</b>

**SHIRE OF CARNAMAH  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD 1 JULY TO 30 JUNE 2017  
SUMMARY RATES TRIAL BALANCE**

Ward	Total Balance	Rates		Rubbish, Sewerage & ESL Penalty		ESL		Back Rates	Legal Fees	Other Charges	Penalty Surch.	Excess Rates
		Current	Arrears	Current	Arrears	Current	Arrears					
Carnamah	22,282	10,170	11,213	1,851	585	621	814	0	1,044	120	3,280	(7,415)
Eneabba	18,489	7,177	5,212	1,086	1,033	343	268	0	1,293	660	3,188	(1,772)
Indoon	(113)	1	0	3	0	0	0	0	0	0	539	(655)
Yarra	12,918	6,580	3,868	20	7	71	0	0	857	0	2,610	(1,095)
Mining	1	3	0	2	0	0	0	0	0	0	63	(68)
<b>Grand Totals</b>	<b>53,578</b>	<b>23,932</b>	<b>20,293</b>	<b>2,962</b>	<b>1,624</b>	<b>1,035</b>	<b>1,082</b>	<b>0</b>	<b>3,194</b>	<b>780</b>	<b>9,681</b>	<b>(11,005)</b>

% Current year rates collected to date      98.73%  
 % Rates collected at same time last year      98.28%

**UNSPENT GRANTS RECEIVED**

Funding Source	B/Fwd 15/16	Received 16/17	Grant Funds Spent	Unspent
CBH Contribution to Improvements to West Side of Town	1,156	0	0	1,156
MWIP - Revitalisation	11,255	0	11,255	0
Bunjil Carnamah Rd - Upgrade	120,381	398,876	519,257	0
Eneabba Coolimba Rd - Upgrade	0	512,124	512,124	0
Carnamah Eneabba Rd - Reseal	0	232,649	232,649	0
Carnamah Eneabba Rd - Upgrade Widen & Seal	0	298,667	298,667	0
Department of Sport & Recreation	0	64,000	64,000	0
Roads To Recovery	1,361	424,562	425,923	0
<b>Total Unspent Grant Funds Received</b>	<b>134,153</b>	<b>1,930,878</b>	<b>2,063,875</b>	<b>1,156</b>



**SHIRE OF CARNAMAH**  
**SUPPLEMENTARY INFORMATION**  
**CREDIT CARD TRANSACTIONS FOR THE PERIOD 1 MARCH 2016 TO 30 JUNE 2017**

<b>Date</b>	<b>Card Holder</b>	<b>Description</b>	<b>Amount</b>
02/06/2017	Deputy Chief Executive Officer	Card Fee	65.00
05/06/2017		Fuel CA 00 - Coles Express Upper Swan	53.20
07/06/2017		Neil Hartley Business Cards - Worldwide Printing	152.00
26/06/2017		Fuel CA 00 - Gull Tammin	71.04
28/06/2017		Office Kitchen Range Hood Filter - Appliance Parts	75.50
			<u>416.74</u>

<b>Date</b>	<b>Card Holder</b>	<b>Description</b>	<b>Amount</b>
02/06/2017	Manager Works & Services	Card Fee	65.00
15/06/2017		Bunnings - Chainsaw Electric Sharpeners	287.62
		Bunnings - Assorted Tools	729.51
27/06/2017		Sweetmans Hardware - Reticulation Fittings	231.50
			<u>1,313.63</u>

<b>Date</b>	<b>Card Holder</b>	<b>Description</b>	<b>Amount</b>
			<u>-</u>
<b>Total Expenditure On Credit Cards</b>			<u><u>1,730.37</u></u>





**Shire of Carnamah**  
**ANNUAL BUDGET**  
**2017 – 2018**



**SHIRE OF CARNAMAH**  
**BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2018**

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**SHIRE OF CARNAMAH**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Revenue</b>				
Rates	8	1,943,148	1,878,798	1,878,614
Operating grants, subsidies and contributions		996,294	2,655,903	1,556,320
Fees and charges	14	567,217	571,904	593,168
Interest earnings	2(a)	58,520	87,384	59,250
Other revenue	2(a)	15,060	13,265	13,560
		<u>3,580,238</u>	<u>5,207,253</u>	<u>4,100,913</u>
<b>Expenses</b>				
Employee costs		(1,588,633)	(1,299,554)	(1,454,778)
Materials and contracts		(1,636,097)	(1,037,175)	(1,759,924)
Utility charges		(299,908)	(243,118)	(280,508)
Depreciation on non-current assets	2(a)	(1,592,600)	(1,493,587)	(1,547,000)
Interest expenses	2(a)	(10,097)	(47,223)	(29,770)
Insurance expenses		(114,216)	(133,647)	(108,637)
Other expenditure		(56,400)	(37,671)	(50,550)
		<u>(5,297,950)</u>	<u>(4,291,975)</u>	<u>(5,231,168)</u>
		<u>(1,717,712)</u>	<u>915,278</u>	<u>(1,130,256)</u>
Non-operating grants, subsidies and contributions		10,406,885	3,111,104	4,013,667
Profit on asset disposals	6	0	15,423	9,722
Loss on asset disposals	6	0	0	(26,744)
<b>NET RESULT</b>		<b>8,689,173</b>	<b>4,041,805</b>	<b>2,866,389</b>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	0	0
<b>Total other comprehensive income</b>		<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><b>8,689,173</b></u>	<u><b>4,041,805</b></u>	<u><b>2,866,389</b></u>

**Notes:**

All fair value adjustments relating to re-measurement of financial assets at fair value through profit or loss and (if any) and changes on revaluation of non-current assets in accordance with the mandating of fair value measurement through Other Comprehensive Income, is impacted upon by external forces and is not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur, with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

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

**SHIRE OF CARNAMAH**  
**RATE SETTING STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Net current assets at start of financial year - surplus/(deficit)</b>	4	1,506,922	854,609	854,609
<b>Revenue from operating activities (excluding rates and non-operating grants, subsidies and contributions)</b>	1,2			
Governance		19,039	33,632	7,313
General purpose funding		737,172	1,999,433	1,317,687
Law, order, public safety		80,019	79,057	64,670
Health		736	1,847	766
Education and welfare		24,877	22,868	21,678
Housing		237,638	255,562	249,022
Community amenities		100,180	131,630	133,370
Recreation and culture		127,573	124,243	120,472
Transport		107,447	3,543,620	115,611
Economic services		119,760	113,273	134,022
Other property and services		56,300	134,394	67,409
		<u>1,610,742</u>	<u>6,439,559</u>	<u>2,232,020</u>
<b>Expenditure from operating activities</b>	1,2			
Governance		(273,991)	(221,320)	(239,913)
General purpose funding		(143,724)	(101,181)	(99,070)
Law, order, public safety		(260,887)	(176,059)	(186,955)
Health		(68,503)	(40,890)	(56,519)
Education and welfare		(80,596)	(57,560)	(65,632)
Housing		(365,580)	(375,441)	(351,708)
Community amenities		(350,241)	(291,275)	(365,465)
Recreation and culture		(998,071)	(863,776)	(946,235)
Transport		(2,471,835)	(2,015,828)	(2,683,330)
Economic services		(251,824)	(205,589)	(262,320)
Other property and services		(2,530)	72,366	(765)
		<u>(5,267,782)</u>	<u>(4,276,552)</u>	<u>(5,257,912)</u>
<b>Operating activities excluded from budget</b>				
(Profit)/Loss on asset disposals	6	0	(15,423)	17,022
Depreciation on assets	2(a)	1,592,600	1,493,587	1,547,000
Movement in employee benefit provisions (non-current)		0	(12,105)	0
<b>Amount attributable to operating activities</b>		<u>(557,518)</u>	<u>4,483,676</u>	<u>(607,261)</u>
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		10,406,885	3,111,104	4,013,667
Purchase property, plant and equipment	5	(893,206)	(563,673)	(800,564)
Purchase and construction of infrastructure	5	(10,915,119)	(3,940,814)	(4,577,900)
Proceeds from disposal of assets	6	116,000	42,727	67,500
<b>Amount attributable to investing activities</b>		<u>(1,285,440)</u>	<u>(1,350,655)</u>	<u>(1,297,298)</u>
<b>FINANCING ACTIVITIES</b>				
Repayment of debentures	7	(38,163)	(407,890)	(83,041)
Proceeds from self supporting loans		14,414	59,462	60,646
Transfers to cash backed reserves (restricted assets)	9	(330,220)	(557,292)	(450,061)
Transfers from cash backed reserves (restricted assets)	9	253,779	368,000	498,400
<b>Amount attributable to financing activities</b>		<u>(100,190)</u>	<u>(537,720)</u>	<u>25,944</u>
<b>Budgeted deficiency before general rates</b>		<u>(1,943,148)</u>	<u>2,595,301</u>	<u>(1,878,614)</u>
<b>Estimated amount to be raised from general rates</b>	8	<u>1,943,148</u>	<u>1,878,798</u>	<u>1,878,614</u>
<b>Net current assets at end of financial year - surplus/(deficit)</b>	4	<u>(0)</u>	<u>4,474,099</u>	<u>(0)</u>

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

**SHIRE OF CARNAMAH  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(g) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, 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 shown as short term borrowings in current liabilities in the statement of financial position.

**(h) 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.

**(i) 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.

**(j) Fixed Assets**

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

***Initial Recognition and Measurement between Mandatory Revaluation Dates***

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at 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 Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(j) Fixed Assets (Continued)**

Major depreciation periods used for each class of depreciable asset are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 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	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

***Capitalisation Threshold***

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

**(k) Fair Value of Assets and Liabilities**

When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.



**SHIRE OF CARNAMAH  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Fair Value of Assets and Liabilities (Continued)**

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

The mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets to be revalued at least every 3 years. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards have been made in the budget as necessary.

**(l) Financial Instruments**

**Initial Recognition and Measurement**

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and Subsequent Measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

**(i) Financial assets at fair value through profit and loss**

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(l) Financial Instruments (Continued)**

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

***Derecognition***

Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**(m) Impairment of Assets**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting this budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2017.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

**(n) 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.

**SHIRE OF CARNAMAH  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(r) Leases (Continued)**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

**(s) Interests in Joint Arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Council's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 17.

**(t) 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 the 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 sale where it is held as non-current based on the Council's intentions to release for sale.

**(u) Comparative Figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current budget year.

**(v) Budget Comparative Figures**

Unless otherwise stated, the budget comparative figures shown in this budget document relate to the original budget estimate for the relevant item of disclosure.

**SHIRE OF CARNAMAH  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2017**

**2. REVENUES AND EXPENSES (Continued)**

**(b) Statement of Objective**

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

**COMMUNITY VISION**

The Shire of Carnamah will be a sustainable, progressive, desirable and caring community which recognises and values its diversity.

**GOVERNANCE**

**Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

**Activities:**

Related to Council's seven councillors, who normally meet the third Wednesday of each month, make policy decisions, review Council operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

**GENERAL PURPOSE FUNDING**

**Objective:**

To collect revenue to allow for provision of services

**Activities:**

Rates, general purpose government grants, interest revenue and general overdraft expenses.

**LAW, ORDER, PUBLIC SAFETY**

**Objective:**

To provide services to ensure a safer community

**Activities:**

Supervision of various by-laws, fire prevention, emergency services and animal control.

**HEALTH**

**Objective:**

To provide an operational framework for good community health

**Activities:**

Food control, immunisation services, mosquito control and operation of medical centre.

**EDUCATION AND WELFARE**

**Objective:**

To meet the needs of the community in these areas.

**Activities:**

Assists in the provision of the Youth, Seniors and Pensioner requirements

**HOUSING**

**Objective:**

Help ensure adequate housing.

**Activities:**

Provision and maintenance of staff and joint venture housing.

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**3. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	<b>2017/18</b>	<b>2016/17</b>	<b>2016/17</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash - unrestricted	540,000	1,958,615	281,661
Cash - restricted	2,898,441	2,822,000	2,584,369
	<u>3,438,441</u>	<u>4,780,615</u>	<u>2,866,030</u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Long Service Leave Reserve	196,111	196,315	174,440
Plant Reserve	1,149,508	1,049,017	1,039,429
Housing Reserve	317,824	255,271	254,448
Town Enhancement Reserve	13,480	13,347	13,187
Coastal Initiatives Reserve	308,511	305,457	296,791
Eneabba Pool Reserve	9,883	6,815	6,025
Factory Unit Housing Reserve	58,388	52,859	52,285
Joint Venture Housing (SPQ's) Reserve	16,835	15,678	15,502
Computer Reserve	75,091	44,645	64,109
Land Subdivision Reserve	36,163	35,805	35,375
Carnamah Pool Reserve	34,801	67,922	35,526
Resurfacing Playing Surface Carnamah Tennis Courts	68,627	58,046	57,469
Fair Value Asset Reserve	206,591	254,051	230,367
Refuse Sites Reserve	160,494	208,409	155,909
Roadworks Reserve	127,052	125,794	22,168
Joint Venture Housing (APU's) Reserve	26,312	26,051	25,739
Resurfacing Carnamah Bowling Greens	76,011	50,506	50,200
Staff Leave	16,761	56,012	55,400
	<u>2,898,441</u>	<u>2,822,000</u>	<u>2,584,369</u>

SHIRE OF CARNAMIAH  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2017

5. ACQUISITION OF ASSETS

The following assets are budgeted to be acquired during the year.

Asset Class	Reporting Program											2016/17 Actual Total \$
	Governanc e \$	General Purpose Funding \$	Law, Order, Public Safety \$	Health \$	Education and Welfare \$	Housing \$	Communit y Amenities \$	Recreation and Culture \$	Transport \$	Economic Services \$	Other Property and Services \$	
<u>Property, Plant and Equipment</u>												
Land and buildings	12,000	0	0	0	0	102,164	108,000	182,800	22,681	0	20,000	447,645
Furniture and equipment	22,500	0	0	0	0	0	0	0	0	0	0	22,500
Plant and equipment	92,763	0	0	0	0	0	0	9,481	320,818	0	0	423,061
	127,263	0	0	0	0	102,164	108,000	192,281	343,498	0	20,000	893,206
<u>Infrastructure</u>												
Roads	0	0	0	0	0	0	0	0	10,830,119	0	0	10,830,119
Equipment on Reserves	0	0	0	0	0	0	0	0	0	0	0	0
Parks and ovals	0	0	0	0	0	0	0	0	0	85,000	0	85,000
	0	0	0	0	0	0	0	0	10,830,119	85,000	0	10,915,119
<b>Total Acquisitions</b>	<b>127,263</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>102,164</b>	<b>108,000</b>	<b>192,281</b>	<b>11,173,617</b>	<b>85,000</b>	<b>20,000</b>	<b>11,808,325</b>
												<b>4,504,486</b>

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**7. INFORMATION ON BORROWINGS**

**(a) Debenture Repayments**

Movement in debentures and interest between the beginning and the end of the current financial year.

Particulars	Principal 1-Jul-17	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2017/18 Budget \$	2016/17 Actual \$	2017/18 Budget \$	2016/17 Actual \$	2017/18 Budget \$	2016/17 Actual \$
<b>Housing</b>								
Residential Dwellings (129)	218,644		23,935	22,580	194,709	241,224	9,814	13,457
Residential Dwellings (130)	0		0	0	0	0	0	0
	<b>218,644</b>	<b>0</b>	<b>23,935</b>	<b>22,580</b>	<b>194,709</b>	<b>241,224</b>	<b>9,814</b>	<b>13,457</b>
<b>Self Supporting Loans</b>								
Law, Order, Public Safety								
SES Building (133)*			0	371,443	0	0	0	32,349
<b>Recreation and culture</b>								
Carnamah Bowling Club (134)*	35,652		9,869	9,625	25,782	45,277	974	194
Carnamah Bowling Club (135)*	15,759		4,358	4,241	11,401	20,000	444	89
	<b>51,410</b>	<b>0</b>	<b>14,227</b>	<b>385,309</b>	<b>37,183</b>	<b>65,277</b>	<b>1,418</b>	<b>32,632</b>
	<b>270,055</b>	<b>0</b>	<b>38,163</b>	<b>407,890</b>	<b>231,892</b>	<b>306,501</b>	<b>11,232</b>	<b>46,088</b>

All debenture repayments will be financed by general purpose revenue.

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**8. RATING INFORMATION - 2017/18 FINANCIAL YEAR**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2017/18 Budgeted Rate Revenue \$</b>	<b>2017/18 Budgeted Interim Rates \$</b>	<b>2017/18 Budgeted Back Rates \$</b>	<b>2017/18 Budgeted Total Revenue \$</b>	<b>2016/17 Actual \$</b>
<b>Differential general rate or general rate</b>								
GRV - Carnamah & Eneabba	0.144000	263	2,510,863	361,564	0	0	361,564	346,829
UV - Rural	0.018710	156	74,145,649	1,387,265	0	0	1,387,265	1,348,767
GRV - Mining*	0.288000	9	450,220	129,663	0	0	129,663	123,675
GRV - Rural*	0.144000	1	3,640	524	0	0	524	500
<b>Sub-Totals</b>		429	77,110,372	1,879,017	0	0	1,879,017	1,819,771
<b>Minimum payment</b>	<b>Minimum \$</b>							
GRV - Carnamah & Eneabba	715	51	87,028	36,465	0	0	36,465	33,619
UV - Rural	715	38	336,932	27,170	0	0	27,170	24,912
GRV - Mining*	715	0	0	0	0	0	0	0
GRV - Rural*	496	1	2,860	496	0	0	496	497
<b>Sub-Totals</b>		90	426,820	64,131	0	0	64,131	59,027
Discounts (Note 13)							0	0
<b>Total amount raised from general rates</b>							1,943,148	1,878,798
Specified area rates (Note 10)							0	0
<b>Total Rates</b>							1,943,148	1,878,798



SHIRE OF CARNAMAH  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2017

9. CASH BACKED RESERVES

	2017/18 Budget				2016/17 Actual				2016/17 Budget			
	Opening Balance \$	Transfer to \$	Transfer (from) \$	Closing Balance \$	Opening Balance \$	Transfer to \$	Transfer (from) \$	Closing Balance \$	Opening Balance \$	Transfer to \$	Transfer (from) \$	Closing Balance \$
Long Service Leave Reserve	176,315	51,963	(52,168)	176,111	153,214	23,101	0	176,315	153,214	21,226	0	174,440
Plant Reserve	1,049,017	100,490	0	1,149,508	783,164	265,853	0	1,049,017	783,164	311,265	(55,000)	1,039,429
Council Housing Reserve	255,271	62,553	0	317,824	230,603	24,668	0	255,271	230,603	23,845	0	254,448
Town Enhancement Reserve	13,347	133	0	13,480	13,082	265	0	13,347	13,082	105	0	13,187
Coastal Initiatives Reserve	305,457	3,055	0	308,511	299,396	6,060	0	305,457	299,397	2,395	(5,000)	296,791
Eneabba Pool Reserve	6,815	3,068	0	9,883	64,509	4,306	(62,000)	6,815	64,509	3,516	(62,000)	6,025
Factory Unit Housing Reserve	52,859	5,529	0	58,388	46,910	5,950	0	52,859	46,910	5,375	0	52,285
Joint Venture Housing (SPQ's) Reserve	15,678	1,157	0	16,835	14,387	1,291	0	15,678	14,387	1,115	0	15,502
Computer Reserve	64,645	50,446	(20,000)	95,091	43,759	20,886	0	64,645	43,759	20,350	0	64,109
Land Subdivision & Land Purchase Reserve	35,805	358	0	36,163	35,094	710	0	35,805	35,094	281	0	35,375
Carnamah Pool Reserve	67,922	3,679	(36,800)	34,801	32,268	35,653	0	67,922	32,268	3,258	0	35,526
Resurfacing Playing Surface Carnamah Tennis Courts	58,046	10,580	0	68,627	47,093	10,953	0	58,046	47,093	10,377	0	57,469
Fair Value Asset Reserve	254,051	2,541	(50,000)	206,591	268,221	5,429	(19,600)	254,051	268,221	2,146	(40,000)	230,367
Refuse Sites Reserve	208,409	2,084	(50,000)	160,494	204,274	4,135	0	208,409	204,275	1,634	(50,000)	155,909
Roadworks Reserve	125,794	1,258	0	127,052	296,198	115,996	(286,400)	125,794	296,198	12,370	(286,400)	22,168
Joint Venture Housing (APU's) Reserve	26,051	261	0	26,312	25,534	517	0	26,051	25,535	204	0	25,739
Resurfacing Carnamah Bowling Greens	50,506	25,505	0	76,011	25,000	25,506	0	50,506	25,000	25,200	0	50,200
Staff Leave	56,012	5,560	(44,811)	16,761	50,000	6,012	0	56,012	50,000	5,400	0	55,400
User Defined 19	0	0	0	0	0	0	0	0	0	0	0	0
User Defined 20	0	0	0	0	0	0	0	0	0	0	0	0
	2,822,000	330,220	(253,779)	2,898,441	2,632,708	557,292	(368,000)	2,822,000	2,632,708	450,061	(498,400)	2,584,369

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**10. SPECIFIED AREA RATE - 2017/18 FINANCIAL YEAR**

Council has not imposed a specified area rate for the 2017/18 financial year

**11. SERVICE CHARGES - 2017/18 FINANCIAL YEAR**

Council has not imposed any service charges for the 2017/18 financial year

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**12. INTEREST CHARGES AND INSTALMENTS - RATES AND SERVICE CHARGES - 2017/18 FINANCIAL YEAR**

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
<b>Option 1</b>				
Single full payment	8/09/2017	0		11%
<b>Option 2</b>				
First instalment	8/09/2017	0	5.50%	11%
Second instalment	10/11/2017	10	5.50%	11%
Third instalment	12/01/2018	10	5.50%	11%
Fourth instalment	16/03/2018	10	5.50%	11%

	2017/18 Budget Revenue \$	2016/17 Actual \$
Instalment Plan Admin Charge Revenue	2,940	2,930
Instalment Plan Interest Earned	6,250	6,037
Unpaid Rates Interest Earned	10,270	11,707
	19,460	20,674

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**13. PAYMENT DISCOUNTS, WAIVERS AND CONCESSIONS**  
**- 2017/18 FINANCIAL YEAR**

**Rates Discounts**

There is no discount for payment of rates within 35 days of the date of service of rate notice.

**SHIRE OF CARNAMAH**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**16. TRUST FUNDS**

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 1-Jul-17 \$	Estimated Amounts Received \$	Estimated Amounts Paid (\$)	Estimated Balance 30-Jun-18 \$
BCITF	0	801	(801)	0
BRB Levy	0	1,300	(1,300)	0
Country Comfort	20	0	0	20
Key Bonds	840	0	0	840
Liquor Licensing Bonds	200	200	(200)	200
Councillor Nomination Deposits	0	0	0	0
Carnamah Roadwise	211	0	0	211
Sundry Trust	5,840	0	0	5,840
Unclaimed Monies	131	0	0	131
Facility Hire Bonds	0	300	(300)	0
DAP Assessment Fees	0	0	0	0
Standpipe Swipe Card Bonds	400	50	(150)	300
	<u>7,642</u>	<u>2,651</u>	<u>(2,751)</u>	<u>7,542</u>

# **2017 / 18 Capital Expenditure on Road Funding**

Budgeted Funding Source		Total
AISF	Eneabba Coolimba Rd	1,600,000
RRS	Roads Of Regional Significance	557,000
WANDRRA	Flood Damage	7,773,641
RTR	Roads To Recovery	467,578
	<b>Total Grant Funds</b>	<b>10,398,219</b>
Muni	Add Funds From Council Own Resources RRS	278,500
Muni	Add Funds From Council Own Resources Flood Damage	153,400
	<b>Total Budgeted Funds</b>	<b>10,830,119</b>

Budgeted Projects		Internal Plant Hire	Labour Overhead	Materials/Contracts	Salaries & Wages	Total
AISF	Eneabba Coolimba Road - Widen seal	481,990	241,648	539,269	337,093	1,600,000
RRS	Carnamah Eneabba Road Widen seal	122,439	46,019	200,346	64,196	433,000
RRS	Bowman Street - Widen seal	110,995	37,970	200,566	52,969	402,500
WANDRRA	Back Innering Road	0	0	1,193,986	0	1,193,986
WANDRRA	Bowman Street	0	0	103,856	0	103,856
WANDRRA	Bunjil Carnamah Road	0	0	300,922	0	300,922
WANDRRA	Carnamah Perenjori	0	0	268,574	0	268,574
WANDRRA	Caron Road	0	0	746,095	0	746,095
WANDRRA	Gangway Road	0	0	452,967	0	452,967
WANDRRA	Jackson Road	0	0	458,740	0	458,740
WANDRRA	Lang Street	0	0	62,713	0	62,713
WANDRRA	MacPherson Street	0	0	48,602	0	48,602
WANDRRA	Niven Crescent	0	0	87,071	0	87,071
WANDRRA	North Boundary Road	0	0	434,657	0	434,657
WANDRRA	Reading Road	0	0	1,698,541	0	1,698,541
WANDRRA	Starcevic Road	0	0	519,717	0	519,717
WANDRRA	Turner Road	0	0	791,196	0	791,196
WANDRRA	Waters Road	0	0	222,747	0	222,747
WANDRRA	Wellington Road	0	0	458,269	0	458,269
WANDRRA	Yarra Street	0	0	78,391	0	78,391
RTR	Inja Street - Widen, seal & kerb	18,795	11,363	48,716	15,851	94,725
RTR	Winchester East Rd - Top coat over primer	6,341	1,932	121,419	2,694	132,386
RTR	Eneabba Drive - Reseal	0	0	42,175	0	42,175
RTR	Various Town Streets - Asphalt	0	0	198,292	0	198,292
	<b>Total Budgeted Expenditure</b>	<b>740,560</b>	<b>338,932</b>	<b>9,277,824</b>	<b>472,803</b>	<b>10,830,119</b>

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

		2016/17		2017/18	
	GST	COMMUNITY / PRIVATE	COMMERCIAL	COMMUNITY / PRIVATE	COMMERCIAL
<b>GENERAL ADMINISTRATION</b>					
<b>Advertising - Carnamah Mat and Eneabba News</b>					
Full Page B/W	Y	\$ 24.10	\$ 27.30	\$ 24.50	\$ 27.50
1/2 Page B/W	Y	\$ 12.05	\$ 14.20	\$ 12.20	\$ 14.50
1/4 Page B/W	Y	\$ 6.05	\$ 8.10	\$ 6.15	\$ 8.20
Full Page Colour	Y	\$ 86.00	\$ 101.20	\$ 87.00	\$ 102.00
1/2 Page Colour	Y	\$ 43.00	\$ 50.60	\$ 43.50	\$ 51.00
1/4 Page Colour	Y	\$ 21.50	\$ 25.30	\$ 21.75	\$ 25.50
Collation of supplied colour copies				\$ 25.00	\$ 25.00
<b>Sale Price</b>					
Per Edition	Y	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Annual Subscription	Y	\$ 25.30	\$ 25.30	\$ 25.50	\$ 25.30
<b>Postage Fee</b>					
Postage of Carnamah Mat and Eneabba News per paper / week	Y	\$ 2.50	\$ 2.50	\$ 2.55	\$ 2.55
<b>Photocopy Charges</b>					
A4 White	Y	\$ 0.35	\$ 0.50	\$ 0.35	\$ 0.50
Double Sided	Y	\$ 0.60	\$ 0.85	\$ 0.60	\$ 0.85
A3 White	Y	\$ 0.60	\$ 0.70	\$ 0.60	\$ 0.70
Double Sided	Y	\$ 1.15	\$ 1.35	\$ 1.15	\$ 1.35
A4 Colour	Y	\$ 0.80	\$ 1.00	\$ 0.80	\$ 1.00
Double Sided	Y	\$ 1.50	\$ 1.70	\$ 1.50	\$ 1.70
A3 Colour	Y	\$ 0.90	\$ 1.30	\$ 0.90	\$ 1.30
Double Sided	Y	\$ 1.60	\$ 2.15	\$ 1.60	\$ 2.15
<b>Paper Supplied</b>					
A4 White	Y	\$ 0.25	\$ 0.40	\$ 0.25	\$ 0.40
Double Sided	Y	\$ 0.50	\$ 0.80	\$ 0.50	\$ 0.80
A3 White	Y	\$ 0.30	\$ 0.45	\$ 0.30	\$ 0.45
Double Sided	Y	\$ 0.60	\$ 0.90	\$ 0.60	\$ 0.90
A4 Colour	Y	\$ 0.60	\$ 0.85	\$ 0.60	\$ 0.85
Double Sided	Y	\$ 1.30	\$ 1.80	\$ 1.30	\$ 1.80
A3 Colour	Y	\$ 1.00	\$ 1.10	\$ 1.00	\$ 1.10
Double Sided		\$ 2.15	\$ 2.30	\$ 2.15	\$ 2.30
<b>Lost Library Books</b>					
Replacement cost plus		\$5 plus cost of book	\$5 plus cost of book	\$5 plus cost of book	\$5 plus cost of book
<b>Electoral Roll</b>					
Per copy	Y	\$ 14.90	\$ 14.90	\$ 15.00	\$ 15.00
<b>Council Meeting Minutes</b>					
Per set of minutes	Y	\$ 14.90	\$ 14.90	\$ 15.00	\$ 15.00
<b>Facsimile Fees</b>					
For the first page	Y	\$ 3.70	\$ 4.25	\$ 3.75	\$ 4.30
Subsequent pages (per page)	Y	\$ 1.10	\$ 1.20	\$ 1.10	\$ 1.20
Incoming per page	Y	\$ 0.50	\$ 0.55	\$ 0.55	\$ 0.55
<b>Scanning and Emailing</b>					
For the first page	Y	\$ 2.50	\$ 5.00	\$ 2.50	\$ 5.00
Additional pages (per page)		\$ 0.50	\$ 1.00	\$ 0.55	\$ 1.10
<b>Laminating</b>					
A4	Y	\$ 2.15	\$ 2.25	\$ 2.15	\$ 2.25
A3	Y	\$ 2.55	\$ 2.65	\$ 2.55	\$ 2.65
<b>Binding</b>					
		\$4.30	\$6.40	\$4.50	\$6.50
<b>Dishonoured Cheque Fee</b>					
each		Bank Charge	Bank Charge	Bank Charge	Bank Charge
<b>Research Fees</b>					
Per hour	Y	\$ 35.00	\$ 35.00	\$ 35.50	\$ 35.50
Rates	Y	\$ 44.20	\$ 44.20	\$ 44.75	\$ 44.75
Order & Requisitions	Y	\$ 44.20	\$ 44.20	\$ 44.75	\$ 44.75
<b>Rates payments by Special arrangement</b>		26.50	26.50	26.50	26.50

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

			2016/17		2017/18	
			COMMUNITY / PRIVATE	COMMERCIAL	COMMUNITY / PRIVATE	COMMERCIAL
<b>GENERAL ADMINISTRATION (Continued)</b>						
Town Planning Scheme	Copy of Town Planning Scheme	Y	\$ 43.00	\$ 43.00	\$ 43.50	\$ 43.50
Freedom Of Information						
	Application Fee	N	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
	Staff time dealing with application	Y	\$ 33.00	\$ 33.00	\$ 33.00	\$ 33.00
Schedule 1 Freedom of Information	Access time supervised by staff	Y	\$ 33.00	\$ 33.00	\$ 33.00	\$ 33.00
Regulations 1993	Labour - Photocopy charges	Y	\$ 33.00	\$ 33.00	\$ 33.00	\$ 33.00
	Photocopy charges	Y	\$ 0.22	\$ 0.22	\$ 0.22	\$ 0.22
	Charge for delivery, packaging and postage		Actual Cost	Actual Cost	Actual Cost	Actual Cost
Credit Card Surcharge (Not including licensing payments)			1.5%	1.5%	1.5%	1.5%

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

		GST	2016/17	2017/18	
<b>LAW, ORDER AND PUBLIC SAFETY</b>					
Poundage	1st 24 Hours or Part Thereof	Y	\$ 33.00	\$ 40.00	
	Each Subsequent 24 Hour Period or Part Thereof	Y	\$ 20.25	\$ 20.50	
Dog Destruction		Y	\$ 53.15	\$ 54.00	
Catchers Fee		Y	\$ 34.00	\$ 40.00	
Authorised Destruction of Dog		Y	\$ 56.70	\$ 57.50	
Dog Local Law 2014	Kennel Licence	N	\$ 200.00	\$ 200.00	
S4.10 (4)	Kennel Licence Renewal	N	\$ 200.00	\$ 200.00	
Local Govt Act S6.16	Transfer of Kennel Licence	N	\$ 200.00	\$ 200.00	
Dog Registrations	(Reg 17 - Dog Regulations 2013)				
SEE PROCEDURES FOR COMPLETE LIST OF FEES & CHARGES					
	<u>12 Month Registration</u>				
	Unsterilised Dog or Bitch	N	\$ 50.00	\$ 50.00	
	Sterilised Dog or Bitch	N	\$ 20.00	\$ 20.00	
	<u>3 Year Registration</u>				
	Unsterilised Dog or Bitch	N	\$ 120.00	\$ 120.00	
	Sterilised Dog or Bitch	N	\$ 42.50	\$ 42.50	
	<u>Life Time Registration</u>				
	Unsterilised Dog or Bitch	N	\$ 250.00	\$ 250.00	
	Sterilised Dog or Bitch	N	\$ 100.00	\$ 100.00	
	<u>Concessional Registration</u>				
	Dogs used for Droving or tending stock	N	1/4 rate	1/4 rate	
	Dogs owned by Pensioner Concession holders	N	1/2 rate	1/2 rate	
	Dogs owned by Seniors Card holders	N	1/2 rate	1/2 rate	
	<u>Registrations after May 31</u>				
	Unsterilised Dog or Bitch	N	\$ 25.00	\$ 25.00	
	Sterilised Dog or Bitch	N	\$ 10.00	\$ 10.00	
Cat Registrations	(Set by Regulations)				
	Application fee for grant or renewal of the registration of a cat				
	One Year		\$ 20.00	\$ 20.00	
	Registration May 31 to October 31		\$ 10.00	\$ 10.00	
	Three (3) Years		\$ 42.50	\$ 42.50	
Schedule 3 Cat Act Regulations 2012	Application fee for grant or renewal of the registration of a cat				
	For Life		\$ 100.00	\$ 100.00	
	Application fee for grant or renewal of approval to breed cats				
	Per breeding cat (Male or Female)		\$ 100.00	\$ 100.00	
<b>HEALTH</b>					
Registration of a Food Business Fee	Food Act 2008 S107(3) Food Regs 2009 Sch 2	Per annum	N	\$ 65.00	\$ 65.00
Food Sales License	SOC Public Places & LG Property Local Law 2013 Part 11	Per annum	N	\$ 100.00	\$ 100.00
Medical Centre					
Non Allied Health Service Users Per Day			\$ 48.00	\$ 48.50	

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

				GST	2016/17	2017/18
<b>HOUSING</b>						
<b>Council Housing Rentals</b>						
	All Council Houses	Per week		N	\$ 339.80	\$ 344.00
	Bond	4 weeks applicable rent			\$ 1,359.20	
<b>Macpherson St Units</b>						
	Macpherson St - 2 Units (A & B)	Per Week		N	\$ 292.50	\$ 296.15
	Additional charge for furnishings Unit B				\$ 20.25	
	Bond	4 weeks applicable rent			\$ 1,170.00	\$ 1,184.60
<i>75% Subsidy For Staff Renting Council Houses or Units</i>						
<b>Rental</b>	Lot 114 Macpherson Street	Per week			\$ 169.85	\$ 172.00
<b>Factory Unit Housing</b>	Rented by factory unit lessee			N	\$ 169.85	\$ 172.00
<b>Factory Units</b>	New tenants will be entitled to the first three months rent free, the next nine months @ 50% and thereafter full rent will apply			Y	\$ 186.70	\$ 189.00
<b>Other Housing</b>	Yarra Yarra Village					
	Which ever is the <u>greater of</u> either the rent set by Council each year <u>or</u> 25% of the tenant's net income plus any Commonwealth Rent Assistance the tenant may be entitled to.					
	Single Bedroom Unit			N	\$ 104.25	\$ 105.50
	Double Bedroom Unit			N	\$ 159.91	\$ 161.90
	Bond	4 weeks applicable rent				
	King Street Units					
	Which ever is the <u>greater of</u> either the rent set by Council each year <u>or</u> 25% of the tenant's net income plus any Commonwealth Rent Assistance the tenant may be entitled to.					
	King Street - 5 Units	Per Week		N	\$ 135.15	\$ 136.80
	Bond	4 weeks applicable rent				



**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

			GST	2016/17	2017/18
<b>COMMUNITY AMENITIES</b>					
<b>Winchester Cemetery</b>					
<b>Land</b>	Single 2.4m x 1.2m	where directed by Trustee	Y	\$ 131.40	\$ 133.00
	Double 2.4m x 2.4m	where directed by Trustee	Y	\$ 262.85	\$ 266.00
	Triple 2.4m x 3.6m	where directed by Trustee	Y	\$ 394.20	\$ 399.00
	Single 2.4m x 1.2m	where chosen by applicant	Y	\$ 159.00	\$ 161.00
	Double 2.4m x 2.4m	where chosen by applicant	Y	\$ 318.00	\$ 322.00
	Triple 2.4m x 3.6m	where chosen by applicant	Y	\$ 477.00	\$ 483.00
<b>Sinking Fees</b>	(on application)				
	Ordinary Grave - Adult		Y	\$ 546.50	\$ 555.00
	Child - under seven years		Y	\$ 410.00	\$ 415.00
	Stillborn Child		Y	\$ 344.10	\$ 350.00
<b>Graves be sunk deeper than 1.8m</b>					
	First additional 0.3m		Y	\$ 73.50	\$ 75.00
	Second additional 0.3m		Y	\$ 92.10	\$ 93.50
	Third additional 0.3m		Y	\$ 110.80	\$ 112.50
	(and so on in proportion for each additional 0.3m)		Y	\$ 18.75	\$ 19.00
<b>Re-opening Fees (re-opening an ordinary grave for each interment or exhumation)</b>					
	Ordinary Grave - Adult		Y	\$ 546.50	\$ 555.00
	Child under seven years		Y	\$ 410.00	\$ 415.00
	Stillborn child		Y	\$ 344.00	\$ 350.00
	Removal of kerbing, tiles etc, if necessary according to time required				
	per man hour		Y	\$ 56.15	\$ 57.00
	Any brick grave		Y	\$ 372.50	\$ 377.00
	Any vault according to work required from		Y	\$ 109.30	\$ 110.00
	Interment of ashes in a grave		Y	\$ 109.30	\$ 110.00
<b>Extra charge for</b>	Interment without due notice under Clause 3.5 of the Shire of Carnamah Winchester Public Cemetery Local Law 2012		Y	\$ 55.70	\$ 56.50
	Late arrival at Cemetery gates under Clause 5.2 of the Shire of Carnamah Winchester Public Cemetery Local Law 2012			\$ 25.30	\$ 25.60
	Exhumations in addition to re-opening fee		Y	\$ 546.50	\$ 554.00
<b>Niche Wall</b>	Compartment for ashes	Single	Y	\$ 155.00	\$ 157.00
		Double			\$ 232.50
	Interment of Ashes into compartment		Y	\$ 110.30	\$ 112.00
	Permission to erect nameplate		N	\$ 11.50	\$ 11.70
	Erecting nameplate - Charge @ private works rates		Y	Private works	Private works
<b>Miscellaneous charges</b>	Permission to erect &/or kerbing		N	\$ 40.50	\$ 41.00
	Permission to erect Monument		N	\$ 54.65	\$ 55.00
	Permission to erect Name Plate		N	\$ 11.65	\$ 1.00
	Registration of "Transfer of Form of Grant of Right of Burial"		Y	\$ 18.20	\$ 18.50
	Copy of "Grant of Burial"		Y	\$ 18.75	\$ 19.00
	Grave number plate		Y	\$ 25.30	\$ 25.50
	Undertakers/Monumental licence fee		N	\$ 22.80	\$ 23.00
	Making a search in register (per 1/2 hour)		N	\$ 17.20	\$ 17.50
	Copy of Local Laws		Y	\$ 6.10	\$ 6.20
	Permission for applicant to inter ashes in a grave under supervision of Trustees		Y	\$ 82.00	\$ 83.00
	Setting up and storing chairs (per hour)		Y	\$ 55.70	\$ 56.50

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

				GST	2016/17	2017/18
<b>COMMUNITY AMENITIES</b>						
Domestic Refuse Collection	Annual charge - Weekly collection			N	\$ 250.00	\$ 262.50
Commercial Refuse Collection	Annual charge - Weekly collection	Per 240Lt MGB collected		Y	\$ 275.00	\$ 288.75
		Per 1.5m3 bin collected		Y	\$ 1,952.50	\$ 1,977.00
		Per 3.0m3 bin collected		Y	\$ 3,905.00	\$ 3,955.00
Tip Fee - General Waste		per cubic metre		Y	\$ -	\$ -
Tip Fee - Commercial Waste		per cubic metre		Y	\$ 23.30	\$ 25.00
Fencing Wire		per cubic metre		Y	\$ 23.30	\$ 25.00
Car Body to Tip by Council				Y	\$ 138.20	\$ 150.00
Car Body to Tip by Individual				Y	\$ 23.30	\$ 30.00
Tyre Disposal - Car Tyres	Tyres to be off rim. Rims to go to metal dump area	each		Y	\$ 5.30	\$ 6.00
					\$ 8.00	\$ 10.00
Tyre Disposal - Light Commercial		each		Y		
Tyre Disposal - 4WD Tyres		each		Y	\$ 8.00	\$ 10.00
Tyre Disposal - Truck Tyres		each		Y	\$ 16.00	\$ 15.00
Demolition Rubble / Refuse		per cubic metre		Y	\$ 23.40	\$ 25.00
<b>Asbestos Disposal Fee</b>						
	Per cubic metre			Y	\$ 60.75	\$ 62.50
	Minimum fee			Y	\$ 60.75	\$ 62.50
<b>Sewerage Charges</b>						
	Effluent disposal at Carnamah liquid waste facility per litre ( <b>BP Roadhouse 50%-concession</b> )			Y	\$ 0.06	\$ 0.06
	Carnamah Hotel			N	\$ 776.20	\$ 786.00
	Hotel - Extra Units (CBH)			N	\$ 776.20	\$ 786.00
	Carnamah Bowling Club			N	\$ 431.00	\$ 437.00
<b>Septic Tank Fees</b>						
	Application for the approval of an apparatus by Local Government under Regulation 4			N	\$ 118.00	\$ 118.00
Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 Schedule 1	Fee for the grant of a permit to use an apparatus under Regulation 10(2) Where application requires final approval by			N	\$ 118.00	\$ 118.00
	Where application requires final approval by Executive Director Public Health					
	- With Shire report			N	\$ 51.00	\$ 51.00
	- Without Shire report			N	\$ 110.00	\$ 110.00

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

		GST	2016/17	2017/18
<b>RECREATION AND CULTURE</b>				
Cleaning	Surcharge for cleaning if left untidy - per hour CA & EN	Y	\$ 87.50	\$ 90.00
<b>Carnamah Youth and Community Centre</b>				
	Main Hall, Supper Room & Kitchen	Y	\$ 175.60	\$ 178.00
	Supper Room per day or part thereof- inc kitchen	Y	\$ 63.50	\$ 65.00
	Kitchen Only per day or part thereof	Y	\$ 51.50	\$ 52.00
	Youth Activities (per head)	Y	\$ 3.80	\$ 3.85
	Functions for under 16's	Y	1/2 rate	1/2 rate
	Functions for seniors	Y	1/2 rate	1/2 rate
	Note: Additional charge for 18th, 21st birthdays and wedding functions	Y	\$ 260.00	\$ 275.00
	Facility Hire Bond	N	\$ 600.00	\$ 650.00
	Set-up or rehearsals 50% of applicable charge	Y		
	Late Cancellation / No show fee (for major functions only)	Y	\$ 87.50	\$ 90.00
<b>Carnamah Hall Equipment</b>				
<i>Internal Hire Only</i>				
Audio Visual Equipment	Hire	Y	\$ 37.85	\$ 38.50
Audio Visual Equipment	(Trust - GST exempt) Bond	N	\$ 76.60	\$ 77.00
Crockery/Cutlery/Glassware	Hire	Y	\$ 31.90	\$ 32.00
Setting up and dismantling of retractable seating				
Based on taking the equivalent of 1 man hr to set up and 1 hr to put away @ private works				\$ 115.00
<b>Youth &amp; Community Centre Offices - Rental</b>				
Offices	per day or part thereof	Y	\$ 58.50	\$ 59.25
Tele Hub	per day or part thereof	Y	\$ 114.85	\$ 116.50
<b>Extended Periods by Negotiation</b>				
<b>Eneabba General Ground Hire</b>				
	per day	Y	\$ 251.50	\$ 255.00
	per half day	Y	\$ 131.50	\$ 135.00
	children		No Charge	No Charge
<b>Eneabba Recreation Centre</b>				
	All sections per day or part thereof	Y	\$ 76.70	\$ 78.00
	Badminton - per club session (inc. kitchen)	Y	\$ 27.35	\$ 28.00
	Badminton/Squash - casual - per hour	Y	\$ 13.75	\$ 14.00
	Meetings per hour - inc kitchen	Y	\$ 13.75	\$ 14.00
	Functions for under 16's	Y	1/2 rate	1/2 rate
	Functions for seniors	Y	1/2 rate	1/2 rate
Eneabba Horseman's Assoc Camp Draft - Ground Hire Fee & Use of Rec Centre For A 3 Day Event			Y	\$ 667.26 + CPI
Note: Additional charge for 18th, 21st birthdays and wedding functions			Y	\$ 113.50
Facility Hire Bond			N	\$ 300.00
<b>CARNAMAH RECREATION CENTRE &amp; GROUNDS (Niven Park)</b>				
<b>Season Fees</b>				
Badminton	Morning & Night Sessions Including Kitchen	Y	\$ 566.75	\$ 575.00
Football	(Use of oval for home games and training nights, change rooms for home games and training sessions, and function room and kitchen/kiosk for home games only, and evening functions plus BBQ area after home games). <i>Power for oval lights not included</i>	Y	\$ 4,110.00	\$ 4,175.00
Summer Cricket	(Use of oval for home games and training nights, change rooms for home games and training sessions, and function room and kitchen/kiosk for home games only).	Y	\$ 1,012.00	\$ 1,025.00
Agricultural Show	Fees for the annual North Midlands Ag Show covering all facilities (NOTE : This fee is not inclusive of the hire charge for Regapol matting which is laid on the Carnamah Recreation Centre stadium floor for the duration of the show)	Y	\$ 547.00	\$ 555.00
Hockey Club	Season fee for hockey field for training sessions and playing days. <i>Power for field lights not included</i>	Y	\$ 648.00	\$ 656.00

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

		GST	2016/17	2017/18
<b>CARNAMAH RECREATION CENTRE &amp; GROUNDS (Niven Park)</b>				
<b>Season Fees (Continued)</b>				
Basketball Club	Season fee for external basketball courts and stadium for training and playing days. <i>Power for court lights not included</i>	Y	\$ 865.00	\$ 875.00
Tennis Club	Season fee for tennis pavilion and tennis courts - all activities. <i>Power for court lights not included</i>	Y	\$ 2,125.00	\$ 2,155.00
Netball Club	Season fee for external netball courts for training sessions and playing days. <i>Power for court lights not included</i>	Y	\$ 425.00	\$ 430.00
Carnamah Bowling Club	Contribution towards a reserve fund for the future replacement of the synthetic bowling greens as per Council Resolution 364663 15/5/2013 and in accordance with the Department of Sport & Recreation CSRFF grant conditions.	N	\$ 12,500.00	\$ 12,500.00
Carnamah & Eneabba Golf Clubs		Y	\$ 63.75	\$ 65.00
Circus	per day (Niven Park)	Y	\$ 500.00	\$ 550.00
	Bond	N	\$ 1,000.00	\$ 1,000.00
Carnamah General Ground Hire	per day	Y	\$ 298.50	\$ 300.00
	per half day	Y	\$ 151.80	\$ 155.00
	Children		No Charge	No Charge
Glitzzy Dancin'	Youth & Community Centre per hour (excludes presentation night)	Y	\$ 10.00	\$ 10.15
Carnamah Recreation Centre	Kitchen / Kiosk / Function Room / per occasion inc cool room, ovens, & Stadium BBQ's crockery/cutlery	Y	\$ 230.00	\$ 235.00
Kitchen / Kiosk / Function Room	per occasion inc cool room, ovens, & crockery/cutlery	Y	\$ 147.75	\$ 150.00
Stadium & Kitchen Only	per day	Y	\$ 114.85	\$ 117.00
	Casual - per hour	Y	\$ 14.50	\$ 14.80
	Seniors Events Rate - per hour (Indoor bowls, Activities & Fitness)	Y	\$ 7.25	\$ 7.40
	Functions for under 16's	Y	1/2 rate	1/2 rate
	Crockery & Cutlery: open cupboard	Y	\$ 33.00	\$ 33.00
Note: Additional charge for 18th, 21st birthdays and wedding functions		Y	\$ 275.00	\$ 275.00
Facility Hire Bond		N	\$ 600.00	\$ 600.00
Chair Hire	Hire (per chair)	Y	\$ 1.20	\$ 1.50
External Trestle Hire	Hire (per trestle)	Y	\$ 7.00	\$ 7.00
	(Trust - GST exempt) Bond (per trestle)	N	\$ 27.00	\$ 27.00
Late cancellation fee	(less than 24 hours) / no show - for major functions only	Y	\$ 87.50	\$ 90.00

<b>RECREATION AND CULTURE Continued</b>				
<b>CA &amp; EN Swimming Pools</b>				
Season Tickets (01/11/15 - 31/03/16)	Family (incl. away from home students home for holidays )	Y	\$ 162.00	\$ 165.00
	Pensioner Family	Y	\$ 81.00	\$ 85.00
	Double	Y	\$ 100.00	\$ 101.00
	Adult single (16+)	Y	\$ 50.00	\$ 50.50
	Pensioner*/Senior*/Child single (16-)	Y	\$ 25.00	\$ 25.25
Half Season Ticket (01/11/15 - 15/01/16) or (15/01/16 - 31/03/16)	Family	Y	\$ 82.50	\$ 84.00
	Pensioner Family	Y	\$ 41.25	\$ 42.00
	Double	Y	\$ 51.00	\$ 52.00
	Adult single (16+)	Y	\$ 25.50	\$ 26.00
	Pensioner*/Senior*/Child single (16-)	Y	\$ 12.75	\$ 13.00
	Non swimming adult/pensioner		No Charge	No Charge
	Adult	Y	\$ 3.75	\$ 4.00
* Pensioner and Senior concession card holders		Y	\$ 2.20	\$ 2.50
Private Pool Inspection Fee			\$ 68.00	\$ 70.00
Lake Indoor	All Camping		Free	Free

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

		GST	2016/17	2017/18
<b>TRANSPORT</b>				
<b>Carnamah Special Series Plates</b>				
Standard Plate Fee	Application Fee (Dept Transport \$200 no GST + \$63.00 Fee (Inc GST))	N	\$ 200.00	\$ 200.00
		Y	\$ 63.75	\$ 63.75
Special Plates 000 CA, 00 CA, 01 to 09 CA	Application Fee (Dept Transport \$200 no GST + \$404.50 Fee (Inc GST))	N	\$ 200.00	\$ 200.00
		Y	\$ 409.35	\$ 409.35
Special Plate charge \$185.40 No GST, remainder to be receipted to 108320				

		GST	2016/17	2017/18
<b>ECONOMIC SERVICES</b>				
<b>Carnamah Caravan Park</b>				
<b>Site Fees</b>				
	2 persons no power - per day (*)	Y	\$ 18.25	\$ 18.25
	2 persons with power - per day (*)	Y	\$ 27.50	\$ 27.50
	2 persons no power - per week	Y	\$ 110.00	\$ 110.00
	2 persons with power - per week	Y	\$ 165.00	\$ 165.00
	extra charge per person per day no power	Y	\$ 3.50	\$ 3.50
	extra charge per person per day with power	Y	\$ 6.00	\$ 6.00
	Long-term stay > 4 weeks paid in advance (no power) per week	Y	\$ 93.50	\$ 93.50
	Long-term stay > 4 weeks paid in advance (power) per week	Y	\$ 140.25	\$ 140.25
	Caravan - Unoccupied - per week	Y	\$ 120.00	\$ 120.00
<b>On-Site Units</b>				
	2 persons per night (All units) (*)	Y	\$ 142.50	\$ 142.50
	Additional person per night (max two)	Y	\$ 12.75	\$ 12.75
	Weekly charge (two persons)	Y	\$ 855.00	\$ 855.00
	Additional person per week (max two)	Y	\$ 76.50	\$ 76.50
	(*) Third night free for one occasion only			
<b>Booking Deposit</b>				
Cancellation with 48 hours or more notice - refund deposit less 25% booking deposit. Cancellation with less than 48 hours - forfeit full booking deposit				
	Use of washing machines - per load	Y	\$ 6.00	\$ 6.00
	Use of showers - non park patrons only	Y	\$ 6.00	\$ 6.00
<b>Key Deposit</b>				
	Bond	N	\$ 50.00	\$ 50.00
<b>Eneabba Camping Ground</b>				
<b>Site Fees</b>				
	Per person, per day	Y	\$ 5.00	\$ 10.00
<b>Factory Unit Rental</b>				
	See Housing Fees & Charges			
<b>Standpipe Water</b>				
	per kilolitre	Free	\$ 4.45	\$ 4.50
	Swipe Card Bond	N	\$ 50.00	\$ 50.00
<b>Second Hand Dwelling Inspection Fee</b>				
	As per Council policy 7.9 plus charges at cost after 2 hours			\$ 200.00
<b>Carnamah &amp; Eneabba Information Bay Boards</b>				
	Application for permission to place signage advertising - Local businesses	Y	No Charge	No Charge
	Application for permission to place signage advertising - Non local businesses	Y	\$ 116.40	\$ 116.40
<b>** NOTE **</b>				
	See Council policy 3.6 for terms and conditions of approval			
<b>Radio Hill</b>				
	WIN Television As per lease agreement (Legal Doc # 337)	Y		
	Broadcast Australia As per lease agreement (Legal Doc # 371)	Y		

**Shire of Carnamah**  
**Adopted Fees and Charges 2017/18**

			GST	2016/17	2017/18
<b>ECONOMIC SERVICES Continued</b>					
Labour Rates (when not using plant)	Ordinary Hours		Y	\$ 57.65	\$ 58.50
	Time-and-One-Half		Y	\$ 86.50	\$ 87.60
	Double Time		Y	\$ 115.30	\$ 116.75
<b>Plant Hire Rates - Per Hour</b>					
<b>Wet Hire</b>	CA5013	Volvo Road Grader	Y	\$ 158.50	\$ 160.50
	CA5012	Volvo Grader G940	Y	\$ 198.10	\$ 200.50
	CA5005	Toyota Traytop	Y	\$ 91.45	\$ 93.00
	CA 5007	Isuzu Dmax Ute	Y	\$ 85.35	\$ 96.50
	CA 5000	Holden Colorado Ute	Y	\$ 85.35	\$ 86.50
	CA5018	Isuzu Tip Truck 2 tonne	Y	\$ 104.65	\$ 106.00
	CA5003	Isuzu NPR Crew Cab	Y	\$ 85.35	\$ 86.50
	CA5004	Isuzu NPR Crew Cab	Y	\$ 85.35	\$ 86.50
	CA5001	Isuzu NQR 450 AMT Tip Truck 7 tonne	Y	\$ 102.70	\$ 104.00
	CA5041	Isuzu NQR 450MT Tip Truck	Y	\$ 132.00	\$ 134.00
	CA5020	Isuzu FVZ 1400 Tip Truck	Y	\$ 158.50	\$ 160.50
	CA5021	Isuzu Tip Truck 6 Wheeler	Y	\$ 170.00	\$ 172.00
	CA5029	Isuzu Tip Truck 6 wheeler or Prime Mover	Y	\$ 170.00	\$ 172.00
	CA5017	Isuzu Prime Mover or 6 Wheeler	Y	\$ 174.00	\$ 176.00
	CA5010	Komatsu WA250 Loader	Y	\$ 197.00	\$ 200.00
	CA5016	Komatsu WA270 Loader	Y	\$ 197.00	\$ 200.00
	CA5055	JCB 5CX Backhoe	Y	\$ 159.00	\$ 16.00
	CA5059	JD 2200 Tractor	Y	\$ 132.00	\$ 134.00
	CA5030	JD 5255 Tractor	Y	\$ 132.00	\$ 134.00
	CA5035	John Deere 1435 Series II Front Mower	Y	\$ 132.00	\$ 134.00
	CA5034	Multipac Multi Tyred Roller	Y	\$ 158.50	\$ 161.00
	CA5026	Dynapac CP224 Multi Tyred Road Roller	Y	\$ 158.50	\$ 161.00
	CA5027	Volvo SD130D Compact Roller	Y	\$ 158.50	\$ 160.00
	CA4036	Sewell TB1800E Road Sweeper	Y	\$ 68.00	\$ 69.00
	CA4025	Prime Mover & Drake Lowloader	Y	\$ 232.00	\$ 235.00
	CA4024	Prime Mover & Water Cart Trailer	Y	\$ 232.00	\$ 235.00
	CA4023	Prime Mover & Freightler Tip Trailer	Y	\$ 232.00	\$ 235.00
	CA4010	Papas Tandem Trailer	Y	\$ 26.50	\$ 27.00
	CA4025	Drake Lowloader (Dry Hire Per Hour)	Y	\$ 62.00	\$ 63.00
	<b>ADDITIONAL PLANT HIRE CHARGES - PER HOUR</b>				
	- PUBLIC HOLIDAYS (ALL DAY)	Y	\$ 28.45	\$ 30.00	
	- SATURDAY/RDO FIRST 2 HOURS	Y	\$ 28.45	\$ 45.00	
	- SATURDAY THEREAFTER	Y	\$ 56.90	\$ 60.00	
	- SUNDAY (ALL DAY)	Y	\$ 56.90	\$ 60.00	
Sand	picked up/self loaded (/m3)	Y	\$ 11.20	\$ 11.50	
	Amounts greater than 1m³ delivered \$11.00 per cubic metre plus delivery costs at Deliveries and plant hire are subject to staff availability	Y	\$11.20 + delivery	\$ 11.50	
Gravel	picked up/self loaded (/m3)	Y	\$ 16.75	\$ 17.50	
	Amounts greater than 1m³ delivered \$16.50 per cubic metre plus delivery costs at Deliveries and plant hire are subject to staff availability		\$16.75 + Delivery	\$17.50 + Delivery	

*Schedule of Fees and Charges for the Shire of Carnamah, except where otherwise set by regulation or local law, adopted by resolution of the Council on the 19th July 2017*

M ISBISTER  
PRESIDENT

W T ATKINSON  
CHIEF EXECUTIVE OFFICER

## North Midlands Project



**The North Midlands Project** is a community capacity building not-for-profit organisation based in Carnamah. We were incorporated in 2015 and deliver purpose driven arts, cultural, heritage and education programs to improve the quality of life, health and well-being for people living in the North Midlands and across regional Western Australia.

**Our Philosophy.** We believe providing access to diverse and innovative arts, culture, heritage and education programs empowers individuals and assists in creating a viable community which fosters inclusiveness, participation and cohesion.

**Proposal.** As part of our 2018 Community Capacity Building Strategy, we are proposing the development of a training and resource facility based in Carnamah to provide access to education and workforce development services.

**Project Scoping.** Scoping has been conducted with our Regional Development Team consisting of local government, business, education, health and community organisations in the North Midlands region, Geraldton and Perth. Direction has been sought from the Department of Training & Workforce Development, Association of Independent Schools WA and Linkwest.

The following strategic plans were reviewed / workshopped:

- ❖ Department of Training & Workforce Planning
  - State Training Plan 2014 – 2017
  - Strategic Plan 2014 – 2018
  - Mid-West Workforce Development Plan 2015 – 2018
  - Disability Access & Inclusion Plan 2017 – 2021
- ❖ Mid-West Development Commission Regional Blueprint 2050
- ❖ Ten Year Education Plan for the Shire of Morawa & the wider North Midlands Region

**Training facility objectives.** The following five objectives have been identified with services mapped to achieve each goal.

### 1. Reduce families leaving the region for alternative/higher education

Strengthen the education offer/framework in the region by supporting alternative learning and/or higher education pathways for year 10-12 students, people returning to work or exploring/needing to transition to a new career.



## **2. Strengthen community organisations and local businesses**

Provide community organisations and local businesses with capacity-building skills to maintain/grow their organisation and/or business.

Provide businesses operating in the North Midlands region with a facility to train their staff locally and improve retention.

## **3. Improve professional learning access for teachers, medical staff and shire councillors**

Provide professional learning opportunities for teachers, medical staff and shire councillors in the region that are easier to access, reduce time off-site and are cheaper to attend.

## **4. Foster positive community wellbeing**

Provide personal development courses for all community members to upskill and/or act, belong and commit to maintain mentally active and positive.

## **5. Empower jobseekers and provide career pathway support**

Provide year 10-12 students, people that are returning to work or exploring/need to transition to a new career with resources to explore career options and learning pathways.

**Timelines.** We envisage the facility being functional by the end of 2017, operating at capacity by mid-2018.

**We are seeking support from the Shire of Carnamah** in the way of leasing the Carnamah Telecentre and adjacent two rooms to deliver the training facility objectives as set out in this document at a low lease to give the project the greatest chance of success.

We anticipate usage being three days each week.

We understand the need to include a provision in the lease to ensure that ongoing and reasonable levels of access for other local community/public and private events is maintained.

## **Project Contact**

David Bowman-Bright

Executive Director, North Midlands Project

0419 766 808

[executive@northmidlands.org.au](mailto:executive@northmidlands.org.au)

[www.northmidlands.org.au](http://www.northmidlands.org.au)

[www.learninghub.org.au](http://www.learninghub.org.au)





Our Ref: FILE PR09-003  
Enquiries: Brendin Flanigan

Mr David Bowman-Bright  
Executive Director  
North Midlands Project  
4-8 Macpherson St  
CARNAMAH WA 6517

Dear Mr Bowman-Bright

**RE: LETTER OF SUPPORT AND COMMENDATION TO SHIRE OF CARNAMAH FOR THE TRANSFERENCE OF THE CARNAMAH COMMUNITY RESOURCE CENTRE SITE TO THE NORTH MIDLANDS PROJECT FOR FURTHER DEVELOPMENT AS A LEARNING HUB FOR THE ENTIRE SUB REGION.**

The Mid West Development Commission is pleased to support the North Midlands Project (NMP) group and their request to the Carnamah Shire for the requisition and redevelopment of activities within the currently disused Carnamah Community Resource Centre (CRC) facility. The Mid West Development Commission (the Commission) is a Western Australian statutory authority. The Commission's overriding aim is to facilitate the social and economic development of Western Australia's Mid West. Carnamah is situated within the sub region of the North Midlands area inside the Commission's Mid West boundary.

The Shire of Carnamah is to be congratulated for enabling and facilitating a new venture and opportunity within their area and beyond for the greater benefit of the entire Mid West. With collaborative and shared vision the Shire and the NMP have created a possible opportunity to utilise existing resources and facilities to create positive outcomes for their community and local business alike. This partnership to reinvigorate and provide a Learning Hub in an underutilised facility is to be commended and encouraged.

The Learning Hub project development will further enhance the capacity and ability of the NMP to deliver targeted outcomes not only for Carnamah residents but also for others across the region. Providing a rural setting for recognised learning courses across a broad spectrum of doctrines will provide direct cost savings for rurally based people and industries whilst the Learning Hub also provides a central learning and capacity building focus for the region. This Project aligns directly with the Commission's Blueprint strategy and key Pillar of Knowledge and Learning to support initiatives to create highly educated and skilled communities that meet the region's future workforce requirements.

The Commission is pleased to support and commend the North Midlands Project group and the Shire of Carnamah in their collaborative efforts to secure this exciting partnership into the future.



Government of Western Australia  
Mid West Development Commission



Yours sincerely

Gavin Treasure  
**CHIEF EXECUTIVE OFFICER**

12 July 2017

## **Lease of Community Facility**

North Midlands Project

**Carnamah “Tele-Hub” Space and  
Two adjacent Offices/Meeting Rooms  
(at rear of Carnamah Hall)**

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## Parties

**Shire of Carnamah**, a body corporate pursuant to the Local Government Act 1995 of 33-37 Macpherson Street, Western Australia (**Shire**)

**North Midlands Project**, 8 Macpherson Street, Western Australia (**Tenant**)

## Background

- A The Shire owns or manages the Land/Building which includes the Community Facility.
- B The Shire has agreed to grant to the Tenant a lease of the Leased Premises subject to the terms and conditions contained in this Lease.

## Operative provisions

### 1 Definitions and interpretation

#### Definitions

- 1.1 In this Lease the following definitions apply:

**Authorised Persons** means:

- (a) an agent, employee, licensee, contractor or invitee of the Tenant;
- (b) any person visiting the Leased Premises with the express or implied consent of any person referred to in paragraph (a) of this definition;
- (c) any person claiming under or through the Tenant.

**Authorised Use** is defined in Item 9 of Schedule 1.

**Commencement Date** is defined in Item 6 of Schedule 1.

**Community Facility** is defined in Item 1 of Schedule 1.

**Council** means the council of the Shire.

**Default Interest Rate** means 10% per annum above the above the Reserve Bank of Australia target cash rate from time to time.

**End Date** is defined in Item 8 of Schedule 1.

**Encumbrance** means a mortgage, charge, bill of sale, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in that caveat affecting the Land or the Leased Premises.

**Event of Default** means any of the events or occurrences set out in clause 21.1 of this Lease.

**Final Expiry Date** is defined in Item 12 of Schedule 1.

**Further Term** is defined in Item 11 of Schedule 1.

**GST** means goods and services tax or similar value added tax levied or imposed in Australia pursuant to the GST Law or otherwise on a supply.

**GST Act** means *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

**GST Law** has the same meanings as in the GST Act.

**Land** is defined in Item 2 of Schedule 1 and where the context so requires includes the Community Facility.

**Law** means all statutes, rules, regulations, proclamations, ordinances, local laws, or by-laws present or future and includes applicable Australian Standards and Codes of Practice as varied from time to time.

**Lease** means this deed and the Schedules and, where applicable, any appendices, plans or other attachments to this deed as amended from time to time.

**Leased Premises** is defined in Item 3 of Schedule 1.

**Rent** is defined in Item 4 of Schedule 1.

**Minister** means Minister for Lands.

**Occupiers** mean any person (other than the Tenant) with a right to use any part of the Land from time to time.

**Party or Parties** means respectively a party or parties to this Lease.

**Plant and Equipment** means the plant and equipment used in connection with the provision of any utilities or services or the heating, cooling, lighting, power or plumbing for the Leased Premises.

**Reinstatement Notice** means a notice given by the Shire to the Tenant of the Shire's intention to carry out the Reinstatement Works.

**Reinstatement Works** means the work necessary to:

- (a) reinstate the Leased Premises; or

- (b) make the Leased Premises fit for occupation and use or accessible by the Tenant.

**Relevant Authority** means any government, statutory, public or other authority or body having jurisdiction over the Land or any matter or thing relating to the Land.

**Renewal Date** is defined in Item 10 of Schedule 1.

**Requirements** mean any requirements, notices, orders or directions of any Relevant Authority.

**Review Dates** is defined in Item 5 of Schedule 1.

**Shire's Rights** means the rights of the Shire as landlord under this Lease or implied by Law, including the benefit of the Tenant's Obligations.

**Special Conditions** means the special conditions set out in Schedule 2.

**Tenant's Obligations** means each covenant, obligation and duty contained or implied in this Lease or required by law to be performed by the Tenant.

**Tenant's Rights** means the Tenant's rights under this Lease or implied by Law.

**Term** is defined in Item 7 of Schedule 1.

**Unfit for Occupation** means that the Leased Premises or any part of the Leased Premises are so destroyed or damaged as to:

- (a) render the Leased Premises substantially unfit for occupation and use; or
- (b) interfere substantially with the Tenant's Rights.

**Written Law** has the same meaning given to that term in the *Interpretation Act 1984* (WA) as varied from time to time

## Interpretation

1.2 In the interpretation of this Lease, the following provisions apply unless the context otherwise requires:

- 1.2.1 Headings are inserted for convenience only and do not affect the interpretation of this Lease.
- 1.2.2 A reference in this Lease to a business day means a day other than a Saturday, Sunday or public holiday in Perth, Western Australia.
- 1.2.3 If the day on which any act, matter or thing is to be done under this Lease is not a business day, the act, matter or thing must be done on the next business day.



- 1.2.4 A reference in this Lease to dollars or \$ means Australian dollars and all amounts payable under this Lease are payable in Australian dollars.
- 1.2.5 A reference in this Lease to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
- 1.2.6 A reference in this Lease to any agreement or document is to that agreement or document as amended, novated, supplemented or replaced.
- 1.2.7 A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Lease.
- 1.2.8 An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
- 1.2.9 Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
- 1.2.10 A word which denotes the singular also denotes the plural, a word which denotes the plural also denotes the singular, and a reference to any gender also denotes the other genders.
- 1.2.11 A reference to the word 'include' or 'including' is to be construed without limitation.
- 1.2.12 Any schedules and attachments form part of this Lease.

## **2 Grant of Lease**

### **Lease of Leased Premises**

- 2.1 In consideration of the Tenant agreeing to duly pay the Rent and other money payable under this Lease and to duly observe and perform the Tenant's Obligations, the Shire, subject to the Minister for Land's consent (where relevant), leases the Leased Premises and grants the Tenant's Rights to the Tenant for the Term commencing on the Commencement Date subject to the reservation of the Shire's Rights under this Lease.

### **Tenant responsible as if owner**

- 2.2 The Tenant is subject to the same responsibilities relating to persons and property during the Term as if the Tenant were the owner of the Leased Premises.

### **Lease of Leased Premises only**

- 2.3 This Lease shall relate only to the Leased Premises and the Shire shall at all times be entitled to use, occupy and deal with the remainder of the Land and the Community Facility without reference to the Tenant.

### **3 Conditions Precedent**

#### **Local Government Condition**

- 3.1 This Lease is subject to and expressly conditional on the Shire complying with the procedures set out in section 3.58 of the *Local Government Act 1995* (WA) relating to disposal of property.

#### **Land Administration Act**

- 3.2 If the Land is subject to the provisions of the *Land Administration Act 1997* (WA) then this Lease is subject to and expressly conditional on the Minister for Lands granting his or her consent to this Lease.

#### **Best Endeavours**

- 3.3 The Parties covenant and agree that where relevant, the Parties will each use their best endeavours to satisfy the conditions precedent in clauses 3.1 and 3.2.

#### **Costs**

- 3.4 The Shire will bear all costs associated with satisfying the conditions precedent in clauses 3.1 and 3.2.

#### **Refusal or granted subject to conditions**

- 3.5 If any approval:
- 3.5.1 is refused; or
  - 3.5.2 granted subject to a condition that the Tenant in its reasonable opinion is unable to comply with, and the Tenant within 10 business days after being notified of the condition elects, by notice in writing to the Shire, to withdraw from this Lease;

then, this Lease, except this clause 3, ceases to have effect and no party has any claim against the other party.

### **4 Quiet enjoyment**

- 4.1 If the Tenant pays the Rent and observes and performs the Tenant's Obligations, the Tenant shall quietly hold and enjoy the Leased Premises throughout the Term without any interruption by the Shire or any person claiming under the Shire, except to the

extent that interruption, disturbance or interference arises because of the exercise of the Shire's Rights or is otherwise permitted by any provision of this Lease.

*NOTE – Schedule 2 (Special Conditions) applies to this clause 4.1.*

## **5 Rent**

- 5.1 The Tenant must pay the annual Rent to the Shire on the Commencement Date and on each first day of July during the Term of this Lease without any deduction or set-off by way or direct payment to the Shire or as the Shire may direct.
- 5.2 The first payment of Rent must be paid to the Shire on the Commencement Date and will be calculated on a pro-rata basis so that the Tenant pays Rent for the period from the Commencement Date to the first 30 June during the Term of this Lease.

## **6 Rent Review**

- 6.1 On a Review Date the Rent shall be reviewed in accordance with the provisions of clauses 6.2 to 6.5 (inclusive).

### **Rent Review**

- 6.2 With effect from each Review Date, the Shire may review the Rent so that it is an amount determined or calculated in accordance with the then current Shire of Carnamah adopted annual fees for leasing of Shire assets (facilities, buildings and land) and in line with any relevant Policy which has been passed by resolution of Council.
- 6.3 The Shire shall give the Tenant a notice setting the Rent in accordance with clause 6.2 however the failure of the Shire to give such a notice before the Review Date does not preclude the Shire from giving such a notice in respect of that Review Date at any later time.

### **Payment of Reviewed Rent**

- 6.4 The Tenant will be liable to pay the reviewed annual Rent from the relevant Review Date whether or not the Shire has notified the Tenant of the amount to which the annual Rent has been varied.
- 6.5 If the Shire has not given notice of the reviewed annual Rent to the Tenant and the Tenant continues to pay Rent at the rate of the current annual Rent until the Shire notifies the Tenant of the reviewed annual Rent, the Tenant will not be in default for non-payment of Rent provided that when the Shire notifies the Tenant of the amount of the reviewed annual Rent, any necessary adjustment is made within 10 business days of service of the rent review notice.

## **7 Tenant's Covenants**

### **Improvements and Additions**

- 7.1 The Tenant must not erect, construct, build, install or bring any buildings or structures of a permanent nature on the Leased Premises or make any other alterations, additions or improvements on the Leased Premises except in accordance with clause 15 of this Lease.
- 7.2 Unless otherwise agreed in writing, every building and fitting, fixture or structure erected, fixed or placed upon the Leased Premises shall become the absolute property of the Shire and shall not be removed from the Leased Premises or moved to any other part of the Land except with the prior written consent of the Shire.

### **General Maintenance**

- 7.3 The Tenant must:
- 7.3.1 maintain the Leased Premises in a good condition and state of repair, except in respect of:
    - (i) fair wear and tear; and
    - (ii) damage which is or will be reinstated from the proceeds of insurance;
  - 7.3.2 promptly repair any damage to the Leased Premises for which the Tenant is responsible to the satisfaction of the Shire;
  - 7.3.3 keep the Leased Premises clean and free from rubbish;
  - 7.3.4 not do or omit to do anything which might cause the Leased Premises to deteriorate or become impaired except for fair wear and tear, to be obstructed, or to be in a condition other than a good and sanitary condition;
  - 7.3.5 not without the Shire's prior consent, install any electrical equipment on the Leased Premises which might overload the cables, switchboards or sub-boards through which electricity is connected to the Leased Premises;
  - 7.3.6 not without the Shire's prior written consent interfere with the drainage or water supply facilities (if any) serving the Leased Premises or any equipment connected to such facility;
  - 7.3.7 not without the Shire's prior consent, erect or place on or in the Leased Premises any radio or television aerial or antenna.

### **Breakages and damage**

- 7.4 The Tenant must pay for the repair of all glass breakages and breakage or damage to all doors, windows, light fittings and power points of the Leased Premises.

### **Floor coverings**

- 7.5 The Tenant must keep all floor coverings in the Leased Premises clean and replace all floor coverings worn or damaged other than by fair wear and tear with floor coverings of a similar quality when reasonably required to do so by the Shire.

### **Painting**

- 7.6 The Tenant must paint and decorate those parts of the interior of the Leased Premises which have previously been painted and decorated when those parts reasonably require repainting and redecorating, to a specification as approved by the Shire.

### **Damage or loss**

- 7.7 The Tenant must make good any damage or loss to the Land or Community Facility caused by improper careless or abnormal use by the Tenant or Authorised Persons, to the Shire's reasonable requirements.

### **Care of grounds**

- 7.8 The Tenant must keep all roads, driveways and access ways (if any) on the Land free of rubbish and debris and ensure that they are not obstructed.
- 7.9 The Tenant must where included within the Leased Premises:
- 7.9.1 keep and maintain all roads, driveways, access ways and fences (if any) on the Leased Premises in good order and repair.
  - 7.9.2 keep any grounds, yards and surfaced areas in a tidy condition and maintain any garden and lawn areas in a tidy and cared for condition.
  - 7.9.3 keep and maintain the storm or waste water drainage system including downpipes and guttering clear and unobstructed.

### **Report to the Shire**

- 7.10 The Tenant shall report promptly to the Shire in writing:
- 7.10.1 all damage or defects in the Leased Premises of which the Tenant is or ought to be aware; and
  - 7.10.2 any circumstances likely to be a danger or cause any damage or danger to the Leased Premises and the Tenant's fixtures or any person in or on the Leased Premises and the Tenant's fixtures of which the Tenant is aware.
- 7.11 The Tenant must also report all damage, defects or maintenance requests or suggestions to the Shire.

### **Nuisance**

- 7.12 The Tenant must take all reasonable precautions against the outbreak of fire on the Leased Premises and to make firebreaks upon the Leased Premises and at the locations and to the specifications required by the Shire and to permit the entry of the Shire its officers and servants or agents on to the Leased Premises for the purpose of abating any fire on or in the vicinity of the Leased Premises.
- 7.13 The Tenant shall not do or permit anything to be done on or in relation to the Land, which may be or may become a danger or a nuisance to the Shire or other persons authorised by the Shire to enter or use the Land or to the owner or occupier of any adjoining or nearby land.

#### **Unlawful Activities**

- 7.14 The Tenant must not do or carry on in the Leased Premises any activity which might be harmful, offensive or illegal, or cause a nuisance, damage or disturbance to the Shire or the Occupiers or the owners or occupiers of any nearby properties.

#### **Rubbish**

- 7.15 The Tenant must not:
- 7.15.1 place any rubbish on or in any part of the Leased Premises except in a suitable receptacle; or
  - 7.15.2 burn any rubbish in or on the Leased Premises.

#### **Floor Overloading**

- 7.16 The Tenant must not do any act or thing which might result in overloading any part of the floor of the Leased Premises.

#### **Goods and Chemicals**

- 7.17 The Tenant must not:
- 7.17.1 except for reasonable quantities for normal applications in connection with the Authorised Use of the Leased Premises, bring onto, store or use any chemical or inflammable substance in or on the Leased Premises; and
  - 7.17.2 store goods on or in the Leased Premises other than those necessary for the Authorised Use.
- 7.18 On request, the Tenant must supply the Shire with material safety data sheets for any chemicals or inflammable substance which the Tenant is permitted to bring onto, store or use in or on the Leased Premises under clause 7.17.1 of this Lease.

#### **Signs, advertisements or notices**

- 7.19 The Tenant must not display from or affix to the Leased Premises any signs, advertisements or notices visible from outside the Leased Premises without the prior

consent of the Shire which the Shire may not unreasonably withhold in the case of a notice:

7.19.1 stating the Tenant's name; and

7.19.2 affixed in a place immediately adjacent to the Leased Premises.

7.20 If approved, the signage, advertisement or notice must be secured in a substantial and proper manner so as not to cause any damage to the Community Facility or any person and the Tenant must at the end or earlier termination of the Term remove the signage, advertisement or notice and make good any damage.

### **Inspection by the Shire**

7.21 The Tenant must permit the Shire to inspect the Leased Premises at all reasonable times.

### **Security of Leased Premises**

7.22 The Tenant must:

7.22.1 securely lock all doors, gates or other openings in, to or on the Leased Premises when the Leased Premises are unoccupied; and

7.22.2 if required by the Shire, install in and operate on the Leased Premises a security alarm system approved by the Shire.

7.23 The Shire may enter the Leased Premises at any time for any purpose in relation to security, but nothing in this clause makes the Shire responsible in any way for the security of the Leased Premises.

### **Keys to Leased Premises**

7.24 The Tenant acknowledges that a maximum of three keys will be provided to the Tenant to obtain access to the Leased Premises. The Tenant must not reproduce any additional key without the Shire's written approval.

7.25 The Tenant must pay to the Shire on demand a bond of \$50 for each access key provided by the Shire.

7.26 If the keys are lost, stolen or damaged, the Tenant must pay the cost of replacement of keys and locks to the Leased Area and if the locks are changed, the Tenant must provide a copy of the new key to the Shire.

7.27 The Tenant must return to the Shire all keys to the Leased Premises at the end or earlier termination of this Lease.

### **Public Events**

- 7.28 The Tenant must not hold any public event at the Leased Premises except with the prior written consent of the Shire and the Minister for Lands (where relevant).

*NOTE – Schedule 2 (Special Conditions) applies to this clause 7.28.*

### **Annual General Meeting**

- 7.29 On the Commencement Date and on each 1 July during the Term of this Lease, if the Tenant is a community or sports organisation, the Tenant must provide the Shire with a copy of the minutes of each Annual General Meeting, an end of year financial statement report and provide updated contact details for each of the persons holding the positions of President, Vice President, Secretary and Treasurer in the community or sports organisation.

### **Toilets**

- 7.30 The toilets, sinks and drains shall be used for their designed purposes only and the Tenant must keep them clear and unobstructed and ensure no substance is deposited into them which could damage or block them.
- 7.31 If toilets are comprised within the Leased Premises, the Tenant must ensure that the toilet facility is kept clean and appropriate toiletries and sanitary bins are provided and regularly emptied.

## **8 Use of the Leased Premises**

### **Purpose**

- 8.1 The Tenant must not:
- 8.1.1 use any part of the Leased Premises for any purpose other than the Authorised Use or for any purpose which the Leased Premises was not designed or designated; and
  - 8.1.2 use any utilities or services, item of Plant and Equipment, the Tenant's fixtures or the Shire's fixtures for a purpose for which they were not designed or designated.
- 8.2 For the avoidance of any doubt, no caretakers are permitted to live in or on the Leased Premises.

### **No warranty as to use**

- 8.3 The Shire gives no warranty that the Leased Premises are now suitable or will remain suitable or adequate for use by the Tenant or that any use of the Leased Premises by the Tenant will comply with all Laws or other requirements of any Relevant Authority.

### **Licenses and Limitations**



- 8.4 The Tenant accepts the Leased Premises for the Term with full knowledge of and subject to any existing Encumbrance, prohibition, condition or restriction on the use of the Leased Premises.
- 8.5 If the carrying on of the Authorised Use at the Leased Premises is permissible only with the consent, licence or authority under any Law, the Tenant shall obtain and maintain the currency of that consent, licence or authority and comply with that Law.
- 8.6 The Tenant shall not conduct any business in or from the Leased Premises at any time prohibited by any Law.

## **9 Tenant to pay for utilities and services**

### **Utilities and services separately assessed**

- 9.1 The Tenant must pay to the Shire within 30 days of issue of a tax invoice or, if demand is made by a service provider, the service provider all charges for water, gas, electricity, telephones and other utilities or services, including line charges and the cost of installation of any meter, wiring or other device necessitated by the use of a utility and service or rubbish collection charges which are separately charged or assessed in respect of the Leased Premises or the Tenant.

### **Utilities and services not separately assessed**

- 9.2 Where any charges for water, gas, electricity, telephones and other utilities or services, including line charges and the cost of installation of any meter, wiring or other device necessitated by the use of a utility and service or rubbish collection charges are not separately charged or assessed in respect of the Leased Premises or the Tenant then, the Tenant must pay to the Shire within 30 days of issue of a tax invoice such fair proportion of those utilities and services as determined by the Shire (acting reasonably).

## **10 Comply with Laws**

- 10.1 The Tenant must promptly observe and comply in all respects with all Laws, Requirements and rules relating to the Land and the Community Facility and the Tenant's use of it.

## **11 Risk**

- 11.1 The Tenant agrees to occupy and use the Leased Premises at the Tenant's sole risk.

## **12 Insurance**

### **Public Risk insurance**

- 12.1 The Tenant must during the Term, effect and maintain adequate public risk insurance cover applicable to the Tenant's use of the Leased Premises for at least \$10,000,000 (being the amount which may be paid out arising from any single accident or event) or any increased amount that the Shire may from time to time require.
- 12.2 The Tenant must supply the Shire with a certificate of currency from the insurer on request.

**Tenant's Obligation to effect other insurances**

- 12.3 In addition to public risk insurance, the Shire may at any time require the Tenant by notice in writing to effect and maintain other policies of insurance relating to the Leased Premises and the Tenant's fixtures or contents or otherwise as reasonably required by the Shire from time to time, including policies of insurance for:
  - 12.3.1 the full insurable value on a replacement or reinstatement basis of the Tenant's fixtures against fire, explosion, earthquake, aircraft, riot, civil commotion, flood, lightning, storm, tempest, smoke, rainwater, water leakage, impact by vehicles, machinery breakdown or malfunction, and malicious acts or omissions;
  - 12.3.2 employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Tenant employed in or about the Leased Premises;
  - 12.3.3 the full insurable value on a replacement or reinstatement basis of all plate glass windows and doors forming part of the Leased Premises; and
  - 12.3.4 any other matter or thing which the Shire reasonably requires by notice to the Tenant.
- 12.4 If the Shire has issued a written notice to the Tenant to effect other insurance under clause 12.3, the Tenant must:
  - 12.4.1 supply to the Shire the current details of all insurance effected in accordance with this clause, including copies of certificates of insurance or policy documents and receipts for premiums as updated, amended or varied from time to time;
  - 12.4.2 not without the Shire's prior consent, alter the terms or conditions of any policy; and
  - 12.4.3 ensure that each policy of insurance includes a provision for cross liability and waiver of subrogation rights in favour of the Shire.

**Tenant not to invalidate insurance**

- 12.5 The Tenant must not by any act or omission cause or allow anything to be done which might result in any insurance policy effected under this Lease or in respect of

the Leased Premises and the Tenant's fixtures becoming void or voidable or which might increase the premium on any policy.

### **13 Limit of Shire's liability**

#### **No warranties or representations**

13.1 The Tenant acknowledges and agrees that:

13.1.1 all the Tenant's fixtures and other Tenant's property in or on the Leased Premises shall be at the sole risk of the Tenant during the Term and the Shire shall not be liable for any claim, loss or damage that the Tenant may suffer as a result of:

- (i) any fault in the construction or state of repair of the Leased Premises, the Tenant's fixtures or the Shire's fixtures;
- (ii) any defect in any of the Plant and Equipment;
- (iii) any flow, overflow, leakage or breakdown of any water, air-conditioning, gas, power or other source of energy whether from the Leased Premises or otherwise;

13.1.2 the Tenant has not relied on any representation or warranty of the Shire in entering into this Lease and, for this purpose, the Tenant acknowledges that:

- (i) the Tenant has relied on the Tenant's own skill and judgment and has made the Tenant's own enquiries in determining the suitability of the Leased Premises for the Authorised Use; and
- (ii) the Tenant's occupation of the Leased Premises is conclusive evidence of the Tenant's acceptance of the Leased Premises as being in good order, repair and condition at the Commencement Date.

#### **Shire Not Liable**

13.2 The Shire is not liable to the Tenant and the Tenant will not make a claim against the Shire in respect of any liability resulting from any accident, death, injury, damage to any property (including water damage), equipment, or machinery malfunction, interruption of services, theft or other event of a similar nature in or affecting or the Leased Premises.

#### **Tenant acts at own risk**

13.3 Unless this Lease provides otherwise, whenever the Tenant is obligated or required by this Lease to do or omit to do any act or thing, the doing or the omission of the act or thing will be at the sole risk and expense of the Tenant.

## **14 Indemnity and release**

### **General indemnity**

- 14.1 The Tenant indemnifies, and shall keep indemnified the Shire and the Minister for Lands against all actions, losses, claims, damages, proceedings, suits, demands, costs and expenses for which the Shire or the Minister for Lands become liable in respect of loss or damage to property or death or injury of any nature and however or wherever sustained:
- 14.1.1 which are caused or contributed to by the use or occupancy of the Leased Premises by the Tenant or Authorised Persons;
  - 14.1.2 resulting from an act or omission of the Tenant; or
  - 14.1.3 resulting from a notice, claim or demand against the Tenant to do or refrain from doing anything except to the extent that the Shire is obliged by this Lease to pay for or contribute to the cost of compliance with the notice, claim or demand and fails to do so.

### **Nature of indemnity**

- 14.2 The obligation of the Tenant to indemnify the Shire and the Minister for Lands under this Lease or at law is not affected by the obligation of the Tenant to effect insurance and all indemnities shall survive the termination of this Lease.

## **15 Alterations by the Tenant**

- 15.1 The Tenant must obtain the Shire's prior written approval (as distinct from any consent that the Tenant may require from the Shire as Relevant Authority) if the Tenant wishes to carry out any work not provided for in any plans previously approved by the Shire.
- 15.2 The Shire may in its absolute discretion decline consent, or may require a variation of this Lease or require a new Lease be entered into at the cost of the Tenant to record any such alteration.
- 15.3 For the avoidance of any doubt, the Tenant must obtain and comply with all necessary consents and will be responsible for all costs in carrying out any approved alterations and must comply with the Shire's reasonable directions in carrying out any work.

## **16 Assignment**

### **No assignment without consent**

- 16.1 The Tenant must not transfer or assign, mortgage, or charge the leasehold estate in the Leased Premises or sub-Lease its rights under this Lease or part with possession or dispose of the Leased Premises or any part of the Leased Premises except with the prior written consent of the Shire and the Minister for Lands (where relevant), which may be withheld at the absolute discretion of the Shire and the Minister for Lands.

#### **Property Law Act excluded**

- 16.2 Sections 80 and 82 of the *Property Law Act 1969* (WA) are excluded.

#### **Changes in beneficial ownership of shares**

- 16.3 If the Tenant is a company whose shares are not listed on any Stock Exchange in Australia, a change in the beneficial ownership of more than fifty per cent (50%) of the shares or the redemption, cancellation or issue of shares in that company or any holding company of that company will be deemed to be an assignment of the Tenant's leasehold estate.

#### **Directors or shareholders may be required to provide guarantee**

- 16.4 If the proposed assignee or subtenant is a company, the directors or substantial shareholders of the company at the option of the Shire must guarantee to the Shire the observance and performance of all of the Tenant's Obligations including payment of the Rent and other money payable under this Lease.

#### **Covenants of assignee supplementary**

- 16.5 The covenants and agreements on the part of any assignee will be supplementary to the Tenant's Obligations and will not in any way relieve or be deemed to relieve the Tenant from the Tenant's Obligations.

#### **Compliance with Acts**

- 16.6 The Shire and the Tenant acknowledge that if in granting its consent to any assignment or sublease the Shire has to first comply with or satisfy any obligations or requirements under any Written Law, including section 3.58 of the *Local Government Act 1995* (WA), then the Shire's consent is made expressly conditional upon and subject to satisfaction of the obligations or requirements under any Written Law.
- 16.7 If the Land is subject to the provisions of the *Land Administration Act 1997* (WA) then, in addition to the consent of the Shire under clause 16.1, the consent of the Minister for Lands must be obtained for any assignment, subletting, mortgage or charge of the leasehold estate in the Leased Premises.

## **17 Costs**

### **Costs**

- 17.1 The Tenant must pay or reimburse the Shire on demand for all the Shire's reasonable costs and expenses (including the Shire's legal and consultancy costs and expenses) in relation to:
- 17.1.1 the preparation, execution, negotiation, and stamping of this Lease;
  - 17.1.2 the exercise or enforcement by the Shire of any right under this Lease;
  - 17.1.3 any act or omission by the Tenant causing cost or expense to the Shire;
  - 17.1.4 obtaining or giving any consent or approval under this Lease, or a variation or surrender of this Lease.

#### **Duty and other costs**

- 17.2 The Tenant must pay or reimburse the Shire on demand for all duty, taxes, levies, charges and fees, and fines and penalties in respect of any of them, which may be payable in connection with this Lease.

#### **Interest on other moneys**

- 17.3 If any monies payable by the Tenant remain unpaid for 30 days after their due date then the Tenant shall pay to the Shire interest on those payments at the Default Interest Rate calculated from their due date to the date of payment and such interest shall be compounded monthly.

### **18 GST**

- 18.1 The Rent and other moneys payable under this Lease have been calculated without regard to GST, and the Shire and the Tenant agree that the Shire shall be entitled to charge an additional amount if the Shire becomes subject to GST as a result of the grant of this Lease or any supply to the Tenant under or in connection with this Lease, and the following provisions shall apply.
- 18.2 The Tenant must do everything reasonably requested by the Shire to ensure this Lease is treated as taxable for the purposes of the GST, the Tenant must pay the GST to the Shire at the same time as the payment to which the GST relates, and the Rent and other amounts payable under this Lease are exclusive of GST.
- 18.3 The Tenant must pay to the Shire on demand any GST charged on goods and services acquired or payable or paid by the Shire in connection with this Lease or the Leased Premises, including but not limited to any GST payable in connection with or in respect of the provision of any utilities and services and the Rent;
- 18.4 Words used in this clause which have a defined meaning in the GST Law have the same meanings as in the GST Law unless the context indicates otherwise.

## **19 Shire's covenants**

### **Shire's responsibility for repairs and maintenance**

- 19.1 The Shire must keep and maintain the building, all building services and the Shire's improvements on the Land in good order and condition but the Shire shall not be liable or responsible for any:
- 19.1.1 repair or maintenance of any alterations carried out by the Licensee in accordance with clause 15;
  - 19.1.2 repair or maintenance which the Tenant is responsible for under the terms of this Lease; or
  - 19.1.3 repair or maintenance that is not reasonably necessary for the Tenant's use of the Leased Premises as determined by the Shire (acting reasonably).
- 19.2 Unless otherwise provided in this Lease, the Shire is responsible for organising and paying for annual pest control inspections, servicing of fire extinguishers, exit lights, security lights, fire hydrants, air conditioners (not owned by the Tenant) and recertification of fall arrest systems located in the Community Facility.

### **Shire's Right of Access**

- 19.3 The Shire and the Shire's employees and contractors may at all reasonable times (and at any time in the case of an emergency) enter the Leased Premises with all necessary equipment to carry out repairs, maintenance or improvements to the Leased Premises (or adjacent areas), including:
- 19.3.1 carrying out any repairs or maintenance to the building or building services on the Land that is not the Tenant's responsibility under the terms of this Lease;
  - 19.3.2 construct new structures on the Leased Premises;
  - 19.3.3 alter, add to, extend, reduce the size of, or otherwise modify, existing structures on the Leased Premises;
  - 19.3.4 carry out any other works that the Shire considers necessary.

### **Shire's right to remedy default**

- 19.4 The Shire may, if the Tenant is in default of any repair notice given by the Shire under this Lease or, if any repairs that the Tenant is responsible for under this Lease are required to be undertaken as a matter of urgency then, without prejudice to the Shire's rights under this Lease, the Shire and the Shire's employees and contractors with all necessary equipment at all reasonable times may enter the Leased Premises to carry out such works and the costs of carrying out such works shall be payable by the Tenant to the Shire on demand.

### **Shire's right to deal with Land**

- 19.5 The Shire may grant easements of support or any other easements or similar rights over any part of the Land or the Leased Premises or dedicate, transfer or otherwise deal with any part of the Land or the Leased Premises in favour of another person for any reason whatsoever except that the Shire shall not without the Tenant's prior consent do anything which will substantially and permanently derogate from the quiet enjoyment of the Tenant's Rights by the Tenant.

### **No undue interference**

- 19.6 In exercising the Shire's rights in clause 19.3 to clause 19.5 (inclusive), the Shire must use its reasonable endeavours not to cause any undue interference with the Authorised Use but in no event will the Shire be responsible for any compensation or liable for any loss suffered by the Tenant.

## **20 Redevelopment**

- 20.1 If the Shire wishes to redevelop the Leased Premises or the Community Facility and such redevelopment is likely to involve the destruction of any part of the Leased Premises or to interfere with access to or use of the Leased Premises then:
- 20.1.1 the Shire may terminate this Lease by giving the Tenant not less than six months' notice at any time;
  - 20.1.2 on the expiration of such notice this Lease will cease and determine without affecting the rights of the Shire in respect of any previous breach by the Tenant of the Tenant's Obligations;
  - 20.1.3 the Tenant must on the expiration of such notice vacate and yield up the Leased Premises in accordance with the Tenant's Obligations;
  - 20.1.4 the Shire shall not be responsible for any compensation, or liable for any loss or damage suffered by the Tenant as a result of the termination.

## **21 Events of Default**

- 21.1 An Event of Default occurs:
- 21.1.1 if the Rent is at any time unpaid for 30 days after becoming due whether formally demanded or not;
  - 21.1.2 if the Tenant fails to comply with any of its other obligations under this Lease and that failure is not, in the reasonable opinion of the Shire, remediable;
  - 21.1.3 if the failure described in clause 21.1.2 is remediable, and the Tenant does not remedy the failure within 30 days, or a longer period reasonably



determined by the Shire after receipt by the Tenant of a notice from the Shire specifying the failure;

21.1.4 in the event of insolvency, receivership, bankruptcy or liquidation of the Tenant;

21.1.5 if the Tenant makes or enters into or endeavour to make or enter into any composition assignment or other arrangement with or for the benefit of the Tenant's creditors.

## **22 Shire's powers on default**

### **Shire's right of possession**

22.1 On the occurrence of an Event of Default, the Shire may without giving any further notice or demand enter the Leased Premises and re-take possession, and on re-entry, the Term will immediately determine.

### **No re-entry on certain events**

22.2 None of the following events constitutes a re-entry or forfeiture or waiver of the Shire's rights to recover in full all Rent, outgoings and other money payable by the Tenant under the Lease:

22.2.1 acceptance of the keys or other access devices for the Leased Premises;

22.2.2 entry to the Leased Premises by the Shire for the purpose of inspection or for the purpose of showing the Leased Premises to prospective Tenants or to remedy an Event of Default; or

22.2.3 advertising the Leased Premises for re-letting.

### **No prejudice of Shire's rights**

22.3 Any re-possession or attempted re-possession of the Leased Premises by the Shire or any demand for or acceptance of any of the Rent, outgoings or other money payable under this Lease will not:

22.3.1 prejudice or affect the Shire's rights under this Lease;

22.3.2 release the Tenant from performing the Tenant's Obligations; or

22.3.3 be deemed an election by the Shire as to the exercise of the Shire's rights under this Lease or at law.

### **Exercise of rights by Shire**

22.4 The Shire may exercise the Shire's rights under this Lease or at law notwithstanding laches, neglect or waiver in respect of any breach of the Tenant's Obligations, and

without giving notice except in accordance with this Lease or as required by Law, and without having to prove default by the Tenant or the continuance of that default.

## **23 Essential terms**

### **Breach of Essential Terms**

- 23.1 If the Tenant's conduct constitutes a breach of an essential term of this Lease and the Shire elects to treat that breach as repudiation or the conduct otherwise constitutes repudiation of this Lease, the Tenant shall compensate the Shire for all loss or damage suffered by reason of or arising from the repudiation.
- 23.2 Clauses 5 ("Rent"), 6 ("Rent Review"), 8 ("Use of Leased Premises"), 7.3 ("Covenant to Repair and Maintain"), 12 ("Insurance"), 16 ("Assignment") of this Lease are deemed to be essential terms. This is not an exhaustive list of the essential terms of this Lease.

### **Damage for Breach of Essential Terms**

- 23.3 Any loss or damage for the unexpired residue of the Term suffered by the Shire as a result of the Tenant's breach of an essential term may be recovered as damages at any time.

### **Shire's Entitlement to Damages**

- 23.4 The Shire's entitlement to recover damages from the Tenant or any other person will not be limited or affected by any of the following:
- 23.4.1 if the Tenant abandons or vacates the Leased Premises;
  - 23.4.2 if the Shire elects to re-enter the Leased Premises or terminate this Lease;
  - 23.4.3 if the Shire accepts the Tenant's repudiation; or
  - 23.4.4 if the Parties' conduct (or that of any of their servants or agents) constitutes or may constitute a surrender by operation of law.

### **Calculation of Damages**

- 23.5 Following repudiation by the Tenant if the Shire terminates this Lease then, without prejudice to any other right or remedy, the Shire may recover the difference between the aggregate of the Rent, the reasonable estimate of the outgoings and other money payable by the Tenant for the unexpired residue of the Term less any amount the Shire obtains by re-letting the Leased Premises.

## **24 Termination**

### **Yield up Leased Premises**

- 24.1 At the end or earlier termination of this Lease, the Tenant must surrender and yield up the Leased Premises to the Shire in a condition consistent with the compliance of the Tenant's Obligations during the Term and deliver to the Shire all keys, access cards and other security devices for the Leased Premises.

**Removal of Tenant's fixtures, fittings and chattels**

- 24.2 At the end or earlier termination of this Lease, the Tenant must remove all the Tenant's chattels and, if required by the Shire, any fixture, fitting or structure erected by the Tenant during the Term, and make good at the Tenant's cost any resulting damage and if not removed within five business days or a longer period as reasonably determined by the Shire after the date of termination, ownership of those chattels, fixtures, fittings and structures may at the Shire's election pass to the Shire or the Shire may in a proper and workmanlike manner remove them from the Leased Premises and either store them or forward them to a refuse collection centre.
- 24.3 The cost of making good the resulting damage and the cost of removal, storage and disposal shall be recoverable from the Tenant as a debt due on demand and the Shire shall not be responsible for any compensation or liable for any loss suffered by the Tenant.

**Survival**

- 24.4 The covenants contained in this Lease which expressly or impliedly survive termination shall remain in full force and effect after the termination of this Lease without limit in time and shall not be or be deemed to be waived, merged or extinguished upon such termination.

**25 Disputes**

**Mediation**

- 25.1 If a dispute arises in relation to this Lease, either Party may give the other a notice requiring that an attempt be made to resolve the dispute with the help of a mediator to be appointed jointly by the Parties.
- 25.2 If the Parties do not agree on a mediator within seven days after the notice is given, either Party is entitled to ask the Australian Commercial Disputes Centre (**ACDC**) or such other body that has similar powers at the time of the dispute to appoint the mediator.
- 25.3 The mediation is to be conducted in accordance with the procedure set out in the ACDC Commercial Mediation Agreement or, if at the relevant time there is no such agreement or an agreement substituted for it, in accordance with the procedure determined by the mediator in consultation with the Parties. Each of the Parties must co-operate fully with the mediator.

- 25.4 The Parties must each pay an equal share of the fees and expenses to which the mediator is entitled.

#### **Arbitration**

- 25.5 If the dispute has not been resolved by mediation under clause 25.3 within two months of a party requiring mediation, either Party may give the other Party a notice requiring that a dispute be resolved by arbitration under the *Commercial Arbitration Act 2012* (WA) by an arbitrator appointed jointly by the Parties.
- 25.6 If the Parties do not agree on an arbitrator within seven days after the notice of arbitration is given, either Party is entitled to ask the ACDC or such other body that has similar powers at the time of the dispute to appoint the arbitrator.
- 25.7 The arbitration must be conducted in accordance with the *Commercial Arbitration Act 2012* (WA). Each of the Parties must co-operate fully with the arbitrator.
- 25.8 Either Party is entitled to appeal to the Court of competent jurisdiction on any question of law arising out of an award.

#### **Right to seek injunctions**

- 25.9 For the avoidance of any doubt, nothing in this clause 25 shall be construed as limiting the rights of either Party to seek urgent injunctive orders from a Court of competent jurisdiction to restrain the other Party from an ongoing or repetitive breach of this Lease where an order for damages would not be an adequate remedy.

### **26 Option to renew for Further Term**

- 26.1 If:
- 26.1.1 the Shire has granted the Tenant an option to renew this Lease for a Further Term;
  - 26.1.2 no earlier than six months and no later than three months before the end of this Lease the Tenant gives notice to the Shire to exercise its right to the Further Term; and
  - 26.1.3 the Shire is satisfied that:
    - (i) there is no Rent or other money payable under this Lease which is due but unpaid;
    - (ii) there is no unremedied breach of the Tenant's Obligations and covenants; and
    - (iii) there have been no breaches of any of the essential terms in this Lease during the Term,

then, the Shire must grant to the Tenant a new lease of the Leased Premises for the Further Term from the Renewal Date at the Rent as varied pursuant to this Lease and otherwise on the same terms and conditions of this Lease except that the Term of this Lease plus all further terms shall expire on or before the Final Expiry Date.

## **27 Damage to or destruction of Leased Premises**

### **Abatement**

27.1 If the Leased Premises are damaged or destroyed so as to render any part of the Leased Premises wholly or substantially:

27.1.1 unfit for occupation and use by the Tenant; or

27.1.2 inaccessible having regard to the nature and location of the Leased Premises and the normal means of access to them;

then, from the date that the Tenant notifies the Tenant of the damage or destruction ("**Damage Notice**"):

27.1.3 the Rent;

27.1.4 any other money payable by the Tenant under this Lease; and

27.1.5 the covenant to repair and maintain;

will subject to clauses 27.2 and 27.3, according to the nature and extent of the damage or destruction sustained, and the extent to which such destruction interferes with the continued operation of the Tenant's business, abate in whole or in part as agreed by the Tenant and the Tenant or in the absence of agreement as determined pursuant to clause 27.3.

27.2 If clause 27.1 applies, then subject to clause 27.3 the remedies for:

27.2.1 recovery of the Rent and any other money or a proportionate part falling due after the damage or destruction; or

27.2.2 enforcement of the covenant to repair and maintain;

will be suspended (or partially suspended as the circumstances require) from the date of the Damage Notice until the Leased Premises are:

27.2.3 restored;

27.2.4 made fit for the Tenant's occupation and use; and

27.2.5 made accessible.

- 27.3 If the parties cannot agree on the proportion of the abatement pursuant to clause 27.1 or the date upon which the abatement should cease pursuant to clause 27.2:
- 27.3.1 that proportion of the abatement and / or the date upon which the abatement should cease shall be determined by a Valuer appointed by the president of the Australian Property Institute (WA Division);
  - 27.3.2 the costs of a Valuer appointed under clause 27.3.1 shall be borne equally by the Tenant and the Tenant; and
  - 27.3.3 until any dispute over the proportion of the abatement or the date upon which the abatement should cease has been determined the Tenant will continue to pay all money due pursuant to this Lease less any abatement that the Tenant accepts should be applied.

**Either party may terminate**

- 27.4 If clause 27.1 applies, either party may terminate this Lease by notice to the other unless the Tenant:
- 27.4.1 within 90 calendar days of receiving the Damage Notice, gives the Tenant a Reinstatement Notice; and
  - 27.4.2 diligently proceeds within a reasonable time to carry out the Reinstatement Works.

**Tenant may terminate**

- 27.5 If the Tenant gives a Reinstatement Notice to the Tenant and fails to commence the Reinstatement Works within a reasonable time, the Tenant may terminate this Lease by giving not less than 30 days' notice to the Tenant and, at the expiration of that period, this Lease will terminate.

**Exceptions**

- 27.6 Clauses 27.1 to 27.5 (inclusive) will not apply where:
- 27.6.1 the damage or destruction was caused or contributed to, or arises from any wilful act of the Tenant or an Authorised Person; or
  - 27.6.2 an insurer under any policy effected by the Tenant under this Lease refuses indemnity or reduces the sum payable under the policy because of any act, omission or default of the Tenant or an Authorised Person.

**Tenant to terminate**

- 27.7 If the Tenant considers the damage to the Leased Premises renders it impractical or undesirable to carry out the Reinstatement Works, the Tenant may terminate this Lease by giving not less than 30 days' notice to the Tenant and, at the expiration of that notice, this Lease will terminate.

### **Antecedent breaches**

- 27.8 No liability will attach to either party because of termination of this Lease under this clause 27 but that termination will be without prejudice to the rights of either party for any antecedent breach or non-observance of any provision on this Lease.

### **Dispute Resolution**

- 27.9 Each Valuer appointed under clause 27.3 shall:
- 27.9.1 act as an expert and not as an arbitrator; and
  - 27.9.2 provide his or her determination and the reasons for his or her determination of the extent of an abatement and the period of abatement, in writing within 10 business days of his or her appointment.
- 27.10 Upon determination of the extent of an abatement and the period of abatement being finally determined then on the date upon which the immediately subsequent instalment of Rent is due and payable under this Lease:
- 27.10.1 the Tenant shall pay the Tenant; or
  - 27.10.2 the Tenant shall refund to the Tenant,
- as the case requires, the difference between what the Tenant has actually paid pursuant to this Lease from the date of service of the Damage Notice and what the Tenant is determined to have actually been liable to pay after the abatement.

### **Tenant not obliged to reinstate**

- 27.11 Nothing in this Lease obliges the Tenant to reinstate the Leased Premises or the means of access to them.

### **Proceeds of insurance**

- 27.12 If the Leased Premises are damaged or destroyed and this Lease is terminated under this clause 27, the Tenant will have no interest in the insurance proceeds.

## **28 Resumption of Leased Premises**

- 28.1 If the Land or any part of the Leased Premises is resumed by any Relevant Authority so as to render the Leased Premises inaccessible or substantially unfit for the occupation of the Tenant, this Lease may be terminated without compensation or other liability by either the Shire or the Tenant by 30 days' notice to the other Party but without affecting the rights of either Party against the other in respect of any previous breaches of the provisions of this Lease.

## **29 Holding Over**

29.1 If the Tenant continues to use the Leased Premises after the expiry of the Term with the consent of the Shire the Tenant will be a monthly Tenant of the Shire on the following basis:

- 29.1.1 the Tenant must pay to the Shire the same rent as the then Rent payable by the Tenant immediately prior to expiry of the Term;
- 29.1.2 the Rent will continue to be reviewed on each Review Date in the same manner as set out in clause 6 of this Lease;
- 29.1.3 Tenant's right to remain in possession of the Leased Premises is subject to the continued performance of the Tenant's Obligations; and
- 29.1.4 the monthly tenancy created by this clause may be terminated by either Party giving one months' notice of termination to the other Party at any time.

## **30 Notices**

### **Giving notices**

- 30.1 Any notice or communication given to a Party under this Lease is only given if it is in writing and sent in one of the following ways:
- 30.1.1 Delivered or posted to that Party at its address and marked for the attention of the relevant department or officer (if any) set out below.
  - 30.1.2 Faxed to that Party at its fax number and marked for the attention of the relevant department or officer (if any) set out below.

#### **The Shire**

Name: Shire of Carnamah  
Address: 33 – 37 Macpherson Street  
Carnamah, WA 6517  
Email: shire@carnamah.wa.gov.au  
Attention: Chief Executive Officer

#### **The Tenant**

Name: North Midlands Project  
Address: 8 Macpherson Street, Carnamah, WA 6517  
Email: executive@northmidlands.org.au  
Attention: Executive Director

### **Change of address or fax number**



- 30.2 If a Party gives the other Party three business days' notice of a change of its address or contact details, any notice or communication is only given by that other Party if it is delivered, posted, faxed, or emailed to the latest address or fax number.

**Time notice is given**

- 30.3 Any notice or communication is to be treated as given at the following time:
- 30.3.1 If it is delivered, when it is left at the relevant address.
  - 30.3.2 If it is sent by post, two business days after it is posted.
  - 30.3.3 If it is sent by fax or email, as soon as the sender receives from the sender's fax or email machine a report of an error free transmission to the correct fax number.
- 30.4 However, if any notice or communication is given, on a day that is not a business day or after 5pm on a business day, in the place of the Party to whom it is sent it is to be treated as having been given at the beginning of the next business day.

**Copies of notices etc**

- 30.5 If a Party is required by any term of this Lease to give a copy of any notice or communication to a person the failure to give the copy of it to the person may not be raised to rebut that it was effectively given.

## **31 Caveats and registration of Lease**

**Registration**

- 31.1 The Tenant may register this Lease but must not lodge an absolute caveat over the Leased Premises to protect the interest of the Tenant under this Lease and the Tenant must surrender any registered lease and withdraw any caveat lodged by or on behalf of the Tenant over the Leased Premises on the termination of this Lease.
- 31.2 In consideration of the Shire leasing the Leased Premises to the Tenant, the Tenant irrevocably appoints the Shire and every officer of the Shire as defined by the *Corporations Act 2001* (Cth) to be the Tenant's attorney, in the name and on behalf of the Tenant, and as the act and deed of the Tenant to sign and lodge at Landgate, Perth, a surrender of lease and a withdrawal of any caveat lodged by or on behalf of the Tenant and not surrendered or withdrawn on the termination of the Lease, and the Tenant:
- 31.2.1 undertakes to ratify all that the attorney does or causes to be done under or by virtue of this clause; and
  - 31.2.2 indemnifies the Shire in respect of any loss arising from any act done under or by virtue of this clause, and the Shire's costs and expenses of and

incidental to the surrendering of this Lease and withdrawing of any caveat lodged by or on behalf of the Tenant affecting the Leased Premises.

**Tenant must withdraw Caveat and any registered Encumbrances**

- 31.3 The Tenant on or before the end or earlier termination of this Lease must:
- 31.3.1 withdraw any caveat lodged by the Tenant over the Leased Premises;
  - 31.3.2 discharge any mortgage or other registered Encumbrance relating to any liability of the Tenant registered over the Leased Premises;
  - 31.3.3 surrender any registered lease over the Leased Premises;
  - 31.3.4 execute a withdrawal of caveat in a form approved or any other document that may be required to remove any Encumbrance on the certificate of title for the Leased Premises, and to execute a deed or surrender of lease in the form approved or any other document that may be required in order to remove any lease or notification of it as an encumbrance on the Certificate of Title for the Leased Premises; and
  - 31.3.5 if requested by the Shire, do all things necessary to assist in the cancellation of any qualified title for the Leased Premises.
- 31.4 The Tenant indemnifies, and shall keep indemnified, the Shire against all loss or damage suffered by the Shire as a result of the Tenant's failure to comply with section 31.2.1 on or before termination of this Lease.

**32 Special Conditions**

- 32.1 The Parties acknowledge and agree that the Special Conditions form part of this Lease.
- 32.2 In the event that the Special Conditions are inconsistent with the terms of the Lease, then the Special Conditions shall prevail to the extent of such inconsistency.

**33 Discretion of the Shire in its capacity as a Relevant Authority**

- 33.1 Nothing in this Lease shall fetter or be construed as an attempt to fetter the discretion or the powers of the Shire in its capacity as a Relevant Authority under any Written Law and in particular does not fetter the Shire in its capacity as a Relevant Authority with regard to the approval or imposition of conditions on any approval required for the development of the Land or carrying out of any alterations, additions or improvements on the Leased Premises in accordance with the terms of this Lease.

## **34 Miscellaneous**

### **Approvals and consents**

- 34.1 Unless this Lease expressly provides otherwise, a Party may give or withhold an approval or consent in that Party's absolute discretion and subject to any conditions determined by the Party. A Party is not obliged to give its reasons for giving or withholding a consent or approval or for giving a consent or approval subject to conditions.
- 34.2 Where this Lease refers to a matter being to the 'satisfaction' of a Party, this means to the satisfaction of that Party in its absolute discretion.

### **Entire agreement**

- 34.3 This Lease contains everything the Parties have agreed in relation to the subject matter it deals with. No Party can rely on an earlier written document or anything said or done by or on behalf of another Party before this Lease was executed.

### **Further acts**

- 34.4 Each party must at its own expense promptly execute all documents and do or use reasonable endeavours to cause a third party to do all things that another Party from time to time may reasonably request in order to give effect to, perfect or complete this Lease and all transactions incidental to it.

### **Governing law and jurisdiction**

- 34.5 This Lease is governed by the law of Western Australia. The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

### **Joint and individual liability and benefits**

- 34.6 Except as otherwise set out in this Lease, any agreement, covenant, representation or warranty under this Lease by two or more persons binds them jointly and each of them individually, and any benefit in favour of two or more persons is for the benefit of them jointly and each of them individually.

### **Severability**

- 34.7 Each provision of this Lease is individually severable. If any provision is or becomes illegal, unenforceable or invalid in any jurisdiction it is to be treated as being severed from this Lease in the relevant jurisdiction, but the rest of this Lease will not be affected. The legality, validity and enforceability of the provision in any other jurisdiction will not be affected.

### **Counterparts**

- 34.8 This Lease may be executed in any number of counterparts each of which is an original and all of which constitute one and the same instrument.

**Variation**

- 34.9 No variation of this Lease will be of any force or effect unless it is in writing and signed by each Party to this Lease.

**Waivers**

- 34.10 A waiver of any right, power or remedy under this Lease must be in writing signed by the Party granting it. A waiver is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.
- 34.11 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Lease does not amount to a waiver.

## Execution

This agreement is executed as deed for and on behalf of the Shire of Carnamah by:

\_\_\_\_\_  
Signature of Shire President

\_\_\_\_\_  
Print Name of Shire President

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Print Name of Chief Executive Officer

Shire of Carnamah Common Seal

This agreement is executed as deed for and on behalf of the North Midland Project by:

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Print Name of President

\_\_\_\_\_  
Signature of Executive Director

\_\_\_\_\_  
Print Name of Executive Director

**Schedule 1 - Items**

<b><u>Item 1</u></b>	<b><u>Community Facility</u></b> (Not Applicable).
<b><u>Item 2</u></b>	<b><u>Land</u></b> (Not Applicable).
<b><u>Item 3</u></b>	<b><u>Leased Premises</u></b>  Carnamah "Tele-Hub" and Two adjacent Offices/Meeting Rooms (at rear of Carnamah Hall) having an area of approximately 40 square metres as depicted and bordered in green on the plan attached to this Lease as Schedule 4.
<b><u>Item 4</u></b>	<b><u>Rent</u></b>  The Rent is \$1.00 per annum plus GST.
<b><u>Item 5</u></b>	<b><u>Review Date</u></b>  On 1 August each year (as part of the Shire of Carnamah's Budget approval meeting where all Shire fees and charges are reviewed).
<b><u>Item 6</u></b>	<b><u>Commencement Date</u></b>  1 August 2017.
<b><u>Item 7</u></b>	<b><u>Term</u></b>  Two years.
<b><u>Item 8</u></b>	<b><u>End Date</u></b>  31 July 2019.
<b><u>Item 9</u></b>	<b><u>Authorised Use</u></b>  The North Midlands Project will utilise the space to deliver education, training and resource services to the people of the North Midlands; as office space; for meetings; and for community workshops.
<b><u>Item 10</u></b>	<b><u>Renewal Date</u></b>  1 August 2020.
<b><u>Item 11</u></b>	<b><u>Further Term</u></b>  Two year option (at the Shire of Carnamah's sole discretion).
<b><u>Item 12</u></b>	<b><u>Final Expiry Date</u></b>  31 July 2021.

## Schedule 2 – Special Conditions

### Special Conditions are set out below

#### A Conditions Precedent

*[Refer to document called "Special Conditions for use in connection with Lease Agreements" and consider whether it is necessary to include any condition precedent for example the Tenant obtaining all necessary approvals to undertake any works from all Relevant Authorities, including the prior consent of the Shire.]*

#### B Utilities and Services

The Tenant must pay the cost of the utilities and services as set out in the table below. For the avoidance of any doubt, if there are any inconsistencies between clause 4 of this Lease and the table set out below, the Parties agree that the table will prevail.

Utility or service	Amount payable by Tenant
Water	Nil
Gas	Nil
Electricity	Nil (subject to these costs not being excessive and to be specifically renegotiated to provide a contribution to the Shire if the Lease is renewed/extended).
Telephones and Internet, including line charges	All Charges
Cost of installation of any meter, wiring or other device necessitated by the use of a utility or service	All Charges
Cost of rubbish collection including emptying mobile and bulk bins	Nil (unless an additional Bin to that currently available at the overall Hall facility is required)
Cost of annual food surveillance fee (if applicable)	All Charges
Clause 17.1.1 costs (vis. Lease preparation costs)	Nil

C Other special conditions

- (a) rights to use Common Use Facilities (entrances and toilets);
- (b) rights to utilise the kitchen space for minor use only (any significant use likely to impact on other users of the hall to be coordinated with the Shire of Carnamah and to be separately hired at normal Shire fee/charge rates);
- (c) The provisions of Clause 7.28 (vis. The Tenant must not hold any public event at the Leased Premises except with the prior written consent of the Shire and the Minister for Lands where relevant) DO NOT apply to this lease as far as the Shire of Carnamah is concerned. If however Minister for Lands approval is required, that approval will be necessary; and
- (d) In regard to Clause 4.1 (Quiet Enjoyment) ongoing and reasonable levels of access for local community/public and private events IS to be provided by the Tenant (including to existing equipment and facilities). The Tenant will be responsible for making themselves available and for coordinating any bookings and may charge a reasonable fee for that usage. The Tenant may retain any charges collected, but **MUST** allocate those charges received to providing ongoing subsidised community access to Tenant provided development activities in the Leased Area.
- (e) In regard to Schedule 1, Item 9 (Authorised Use) if the Leased Premises are not activated for that purpose by the Tenant with 90 days of the Commencement Date, or the Tenant does not actively maintain and use the Leased Premises for the Authorised Use, the Shire may Terminate the Lease with seven days notice.



### **Schedule 3 – Consent of the Minister for Lands**

(If applicable, the Minister for Lands' consents to this Lease pursuant to section 18 of the *Land Administration Act 1997* (WA)).

**NOTE - Not Required as this property is owned in Freehold by the Shire of Carnamah.**





# **Shire of Carnamah**

## **Bushfire Risk Management Plan**

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**2017 – 2022**



Office of Bushfire Risk Management (OBRM) Bushfire Risk Management Plan (BRM Plan) reviewed  
XX May 2017

Local Government Council BRM Plan endorsement XX June 2017



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## Document Control

Document Name	Bushfire Risk Management Plan	Current Version	4.0
Document Owner	Shire of Carnamah CEO	Issue Date	26/05/2017
Document Location	Shire of Carnamah	Next Review Date	26/05/2022

## Document Endorsements

The Shire of Carnamah endorses that the Bushfire Risk Management Plan (BRM Plan) has been reviewed and assessed by the Office of Bushfire Risk Management as compliant with the standard for bushfire risk management planning in Western Australia, the *Guidelines for Preparing a Bushfire Risk Management Plan*. The Shire of Carnamah is the owner of this document and has responsibility, as far as is reasonable, to manage the implementation of the BRM Plan and facilitate the implementation of bushfire risk management treatments by risk owners. The endorsement of the BRM Plan by The Shire of Carnamah satisfies their endorsement obligations under section 2.3.1 of the *State Hazard Plan for Fire (Westplan Fire)*.

Local Government	Representative	Signature	Date
Shire of Carnamah	Bill Atkinson CEO		

## Amendment List

Version	Date	Author	Section
1.0	15/02/2016	Darren Cole	
2.0	25/10/2016	Darren Cole	
3.0	11/05/2017	Trevor Dunstan	
4.0	26/05/2017	Trevor Dunstan	

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# **1. Introduction**

## **1.1 Background**

Under the *State Hazard Plan for Fire (Westplan Fire)* an integrated Bushfire Risk Management Plan (BRM Plan) is to be developed for local government areas with significant bushfire risk. This BRM Plan has been prepared for the Shire of Carnamah in accordance with the requirements of *Westplan Fire* and the *Guidelines for Preparing a Bushfire Risk Management Plan*. The risk management processes used to develop this BRM Plan are aligned to the key principles of *AS/NZS ISO 31000:2009 Risk management – Principles and guidelines* (AS/NZS ISO 31000:2009), as described in the Second Edition of the *National Emergency Risk Assessment Guidelines* (NERAG 2015). This approach is consistent with the policies of the State Emergency Management Committee, specifically the *State Emergency Management Policy 3.2 – Emergency Risk Management Planning* (formerly *State Emergency Management Policy 2.9 – Management of Emergency Risks*).

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

## **1.2 Aim and Objectives**

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

The objective of the BRM Plan is to effectively manage bushfire risk within the Shire of Carnamah in order to protect people, assets and other things of local value. Specifically, the objectives of this BRM Plan are to:

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

### **1.3 Legislation, Policy and Standards**

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

#### **1.3.1 Legislation**

- *Bush Fires Act 1954*
- *Emergency Management Act 2005*
- *Fire Brigades Act 1942*
- *Fire and Emergency Service Act 1998*
- *Conservation and Land Management Act 1984*
- *Environmental Protection Act 1986*
- *Environmental Protection and Biodiversity Conservation Act 2013*
- *Wildlife Conservation Act 1950*
- *Aboriginal Heritage Act 1972*
- *Metropolitan Water Supply, Sewerage and Drainage Act 1909*
- *Country Areas Water Supply Act 1947*
- *Building Act 2011*
- *Land Administration Act 1997*
- *Local Government Act 1995*
- *Bush Fires Regulations 1954*
- *Emergency Management Regulations 2006*
- *Planning and Development (Local Planning Scheme) Regulations 2015*

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

- National Emergency Risk Assessment Guidelines (NERAG) (Second Edition 2015)
- State EM Policy 2.5 – Local Arrangements (Formerly State Emergency Management Policy 2.5 – Emergency Management in Local Government Districts).
- State Emergency Management Policy 3.2 - Emergency Risk Management Planning (Formerly State Emergency Management Policy 2.9 - Management of Emergency Risks)
- State Emergency Management Plan for Fire (Westplan Fire)
- State Planning Policy 3.7: Planning in Bushfire Prone Areas 2015
- State Planning Policy 3.4: Natural Hazards and Disasters
- Guidelines for Planning in Bushfire Prone Areas (WAPC 2015)
- Western Australian Emergency Risk Management Guide 2015
- Guidelines for Plantation Fire Protection (DFES 2011)
- Firebreak Location, Construction and Maintenance Guidelines (DFES)
- Bushfire Risk Management Planning – Guidelines for preparing a Bushfire Risk Management Plan (2015)
- AS/NZS ISO 31000:2009 - Risk management – Principles and guidelines
- AS 3959-2009 Construction of buildings in bushfire-prone areas
- Building Protection Zone Standards (DFES)

### **1.3.3 Other Related Documents**

- National Strategy for Disaster Resilience
- National Statement of Capability for Fire and Emergency Services (AFAC 2015)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Dept. of Health 2007)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission 2006)
- Bushfire Risk Management Planning Handbook
- Bushfire Risk Management System (BRMS) User Guide
- Shire of Carnamah Policy Manual 2015
- Shire of Carnamah Community Strategic Plan 2012-2022
- Shire of Carnamah Technical Report 2005
- Shire of Carnamah Annual Firebreaks Order



## 2. The Risk Management Process

The risk management processes used to identify and address risk in this BRM Plan are aligned with the international standard for risk management, AS/NZS ISO 31000:2009, as described in NERAG (2015). This process is outlined in Figure 1 below.

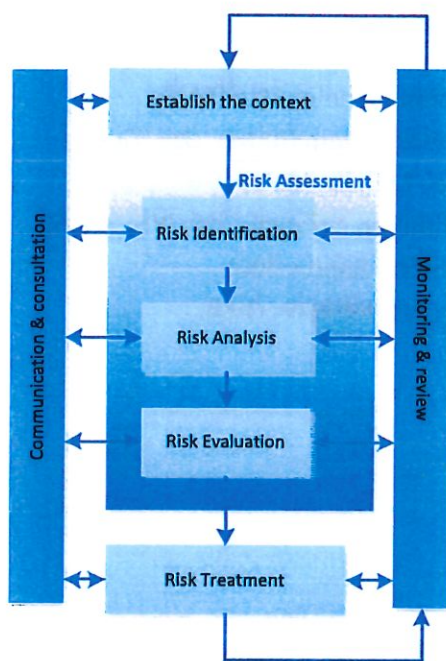


Figure 1 - An overview of the risk management process <sup>1</sup>

### 2.1 Roles and Responsibilities

Table 1 – Roles and Responsibilities

Stakeholder Name	Roles and Responsibilities
<b>Local Government</b>	<ul style="list-style-type: none"> <li>As custodian of the BRM Plan, coordination of the development and ongoing review of the integrated BRM Plan.</li> <li>Negotiation of commitment from land owners to treat risks identified in the BRM Plan.</li> <li>As treatment manager, implementation of treatment strategies.</li> <li>As part of the approval process, submission of the draft BRM Plan to the Office of Bushfire Risk Management (OBRM) to review it for consistency with the Guidelines.</li> <li>As part of the approval process, submission of the final BRM Plan to council for their endorsement and adoption.</li> </ul>
<b>Department of Fire and Emergency Services (DFES)</b>	<ul style="list-style-type: none"> <li>Participation in and contribution to the development and implementation of BRM Plans, as per their agency responsibilities as the Westplan Fire Hazard Management Agency.</li> <li>Support to local government through expert knowledge and advice in relation to the identification, prevention and treatment of bushfire risk.</li> <li>Facilitation of local government engagement with state and federal government agencies in the local planning process.</li> </ul>

<sup>1</sup> Source: AS/NZS ISO 31000:2009, Figure 3, reproduced under SAI Global copyright Licence 1411-c083.

Stakeholder Name	Roles and Responsibilities
	<ul style="list-style-type: none"> <li>Undertake treatment strategies, including prescribed burning on behalf of Department of Lands for Unmanaged Reserves and Unallocated Crown Land within gazetted town site boundaries.</li> <li>In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders.</li> </ul>
<b>Office of Bushfire Risk Management (OBRM)</b>	<ul style="list-style-type: none"> <li>Under the OBRM Charter, to ensure bushfire risk is managed in accordance with AS/NZS ISO 31000 and reporting on the state of bushfire risk across Western Australia.</li> <li>Review BRM Plans for consistency with the Guidelines prior to final endorsement by council.</li> </ul>
<b>Department of Parks and Wildlife (P&amp;W)</b>	<ul style="list-style-type: none"> <li>Participation in and contribution to the development and implementation of BRM Plans.</li> <li>Providing advice for the identification of environmental assets that are vulnerable to fire and planning appropriate treatment strategies for their protection.</li> <li>As treatment manager, implementation of treatment strategies on department managed land and for Unmanaged Reserves and Unallocated Crown Land outside gazetted town site boundaries.</li> <li>In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders.</li> </ul>
<b>Other State and Federal Government Agencies</b>	<ul style="list-style-type: none"> <li>Assist the local government by providing information about their assets and current risk treatment programs.</li> <li>Participation in and contribution to the development and implementation of BRM Plans.</li> <li>As treatment manager, implementation of treatment strategies.</li> </ul>
<b>Public Utilities</b> (Including: Oil and Gas)	<ul style="list-style-type: none"> <li>Assist the local government by providing information about their assets and current risk treatment programs.</li> <li>Participation in and contribution to the development and implementation of BRM Plans.</li> <li>As treatment manager, implementation of treatment strategies.</li> </ul>
<b>Corporations and Private Land Owners</b>	<ul style="list-style-type: none"> <li>As treatment manager, implementation of treatment strategies.</li> </ul>

## 2.2 Communication & Consultation

As indicated in Figure 1 (page 8), communication and consultation throughout the risk management process is fundamental to the preparation of an effective BRM Plan. To ensure appropriate and effective communication occurred with relevant stakeholders in the development of the BRM Plan, a *Communication Strategy* was prepared. The strategy is provided at [Appendix 1](#).

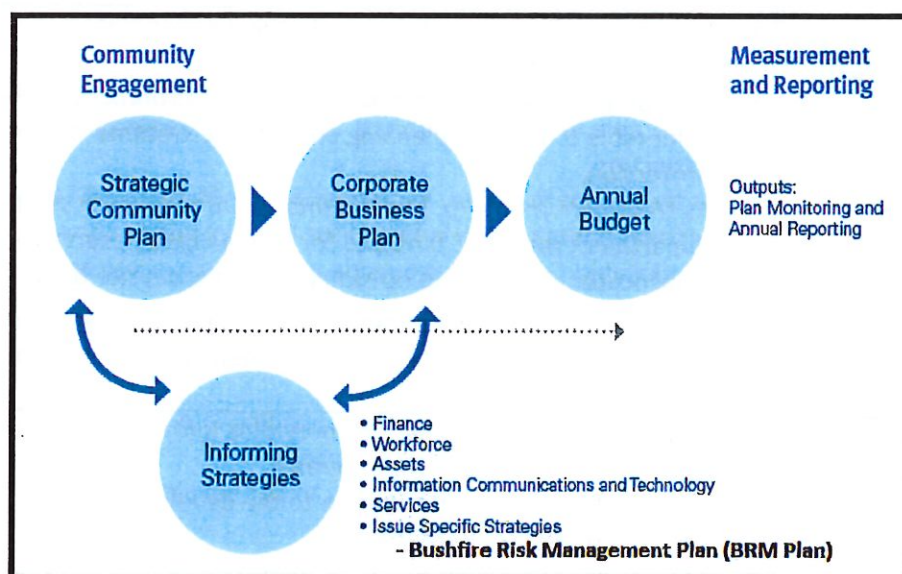


### 3. Establishing the Context

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

##### 3.1.1 Strategic and Corporate Framework

The Integrated Planning and Reporting Framework (IPRF) outlines and details the direction of all future economic, social and environmental development within the Shire of Carnamah. The IPRF consists of a Strategic Community Plan, Annual Budget and Informing Strategies<sup>2</sup>. The Informing Strategies assist in setting the future direction of the Shire by allowing objectives to be prioritised into long, medium and short term goals that are within its resourcing capability<sup>2</sup>. The BRM Plan forms part of the Informing Strategies and its role within the IPRF is illustrated in Figure 2.



**Figure 2 – The Integrated Planning and Reporting Framework (Source Department of Local Government and Communities)<sup>2</sup>**

The Strategic Community Plan (2017-2027) was adopted by the Shire of Carnamah in February 2017. The preparation of the Strategic Community Plan enabled the Council and the community to jointly develop shared visions and aspirations for the future<sup>2</sup>. By working together with key stakeholders and the broader community, specific areas of interest for future development were identified. The purpose of a Strategic Community Plan is to guide the development of these key areas now and into the future<sup>2</sup>.

Key areas outlined for future development in the Strategic Community Plan 2017-2027 are social, economic, environmental and civil leadership<sup>3</sup>. Development in these areas will aim to stimulate the local economy and support job security to maintain and enhance the rural way of life in the Shire of Carnamah. The BRM Plan will assist in achieving the Shire's specific aims contained within the Strategic Community Plan and strengthen the overall objectives in the IPRF.

The budget provides the financial plan to achieve the objectives of the Shire over the next financial year. The financing of the Shire's BRM Plan is also incorporated into the Annual Budget. The budget funds the current development of the BRM-P process within the Shire and the future

<sup>2</sup> Australia, G.o. (2017, February Monday). *Integrated Planning and Reporting* Retrieved from Department of Local Government and Communities: <https://www.dlgc.wa.gov.au/CommunityInitiatives/Pages/Intergrated-Planning-and-Reporting.aspx>

<sup>3</sup> Shire of Carnamah. (2017) *Shire of Carnamah Strategic Community Plan 2017-2027*. Carnamah: Shire of Carnamah

implementation of bushfire risk mitigation strategies on local government land outlined in the plan.

The BRM Plan is an Issue Specific Strategy that will reduce the bushfire risk and facilitate the safe and perpetual development of the Shire into the future. The BRM Plan identifies areas within the Shire exposed to significant bushfire risk and aims to reduce the potential impacts from bushfire across all land tenures within the Shire. This will be facilitated through the use of prudent planning and coordinated land treatment strategies. The application of treatment strategies will be across assets that are exposed to bushfire related risk. The treatments when implemented will reduce the potential loss and damage resulting from bushfires and help protect human life and local assets within the Shire.

The Shire of Carnamah through the Office of the CEO is the custodian of the BRM Plan. The Bushfire Risk Planning Coordinator (BRPC) and the Bushfire Risk Management Officer (BRMO) from the Shire and DFES respectively, are jointly responsible for managing the development and review of the BRM Plan over the five year period. In the event of a cessation of the BRPC and/or BRMO roles within the Shire, the Office of the CEO will delegate the aforementioned responsibilities. Throughout implementation, the risk assessments and treatments outlined in the BRM Plan will be monitored periodically and the overall BRM Plan reviewed every five years.

The BRM Plan involves multiple stakeholders and requires the cooperation of all land owners/managers within the Shire. The stakeholders include; local government, community groups and the broader community, businesses, other government agencies and service providers. Land owners and managers including the local government are ultimately responsible for implementing the bushfire risk management mitigation measures within their tenure.

To effectively implement the BRM Plan across the Shire, the stakeholders involved are encouraged to work with each other and the local government. The land owners and managers are empowered to take responsibility on their own land and implement the appropriate mitigation measures or treatments outlined in the BRM Plan. The coordinated implementation of the treatments across all land tenures is critical to the BRM Plan process in order to reduce bushfire related risk to a safe and manageable level across the entire Shire.

The Bushfire Advisory Committee (BFAC) and Local Emergency Management Committee (LEMC) will be encouraged to be actively involved during the life cycle of the BRM Plan. BFAC and the LEMC are stakeholder groups that will be able to provide important advice and feedback to assist in guiding the BRM Plan process. The advice received in relation to the selection and implementation of appropriate land treatments, and during the review stages will be highly valued.

The outcomes of the BRM Plan will also benefit the aims and objectives of the BFAC and LEMC through collective interests and informing other processes related to bushfire and emergency management. For example treatments implemented to reduce fuel loads adjacent to major highways and roads that access the Shire internally and externally, contributes to reducing the Shire's bushfire risk. This also provides safe access routes for the community and emergency services in the case of a bushfire. The activities outlined in the BRM Plan will benefit and reinforce the aims and objectives of the Emergency Risk Management Plan and Local Emergency Management Arrangements (LEMA). Both of which are under review during the development of this BRM Plan.

Bushfire risk management within the Shire in the past, has primarily focussed on the response and recovery from bushfires. In recent years there has been a gradual change to a risk management



approach that also includes bushfire prevention and preparation activities. The prevention and preparation treatment strategies currently employed to reduce the bushfire risk within the Shire include:

- Reducing fuel loads through annual works programs and brigade burning; and
- Maintenance of asset protection zones on private and local government lands through the annual firebreak notice and inspections.

The BRM Plan will ensure that existing treatment strategies address priority risks using a combination of local government wide controls and asset specific treatments. The Asset Risk Register contained within the BRM Plan details the assets within the shire that are to be prioritised for treatment. This will assist and inform the decision making process when allocating valuable resources used for the prevention and preparation of bushfires.

### 3.1.2 Location, Boundaries and Tenure

There are two towns within the Shire of Carnamah - Carnamah situated 308 kilometres north of Perth on the Midlands Road; and Eneabba situated 280 kilometres north of Perth on the Brand Highway. The two towns are separated by a distance of around 72km by road. Carnamah borders the Shire of Irwin and Three Springs to the north, the Shire of Perenjori to the east and the Shire of Coorow to the south. The Indian Ocean forms the western border. The Shire covers an area of 2,873 square kilometres and the seat of government is located in the town of Carnamah. The boundaries of the Shire are illustrated in Figure 3.

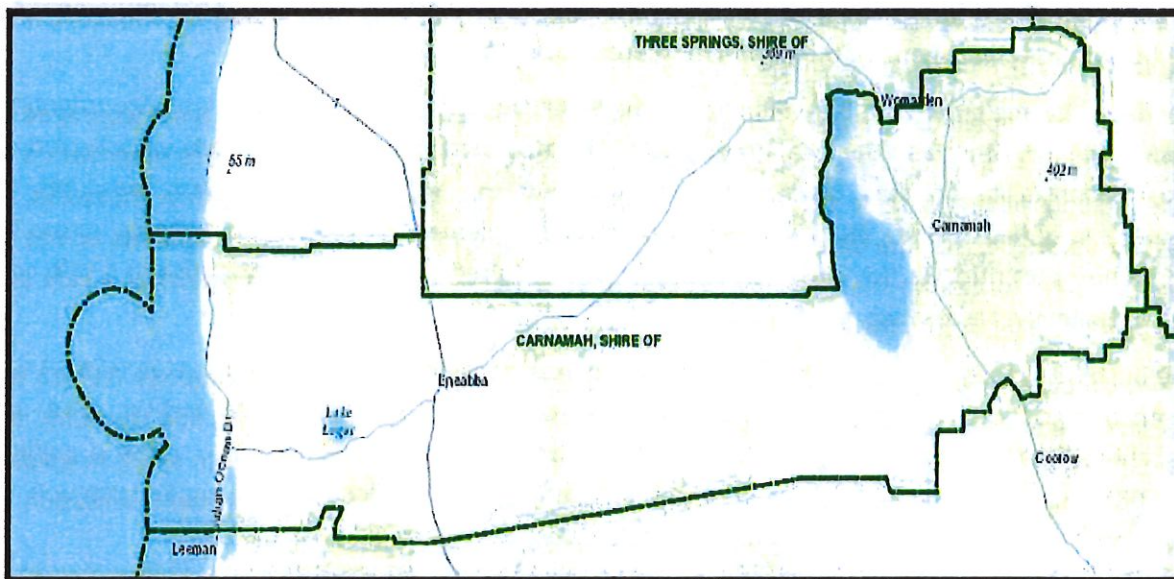


Figure 3 – Shire of Carnamah Boundary<sup>4</sup>

Half (50%) of the Shire area is private freehold land. Parks and Wildlife (P&W) is the largest single land manager/agency with a total area equivalent to 30% of the Shire. P & W is responsible for the management and implementation of bushfire risk treatments for the natural reserves within the shire. Under current arrangements, DFES is responsible for managing the bush fire risk on Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) within gazetted townsites. The Shire

<sup>4</sup> Source: SLIP LGA Package 1.1



of Carnamah is the land and treatment manager for 7% of the Shire. The allocation of BRM Plan area (%) with the corresponding land manager/agency are shown in Table 2.

**Table 2 - Overview of Land Tenure and Management within the BRMP Area<sup>5</sup>**

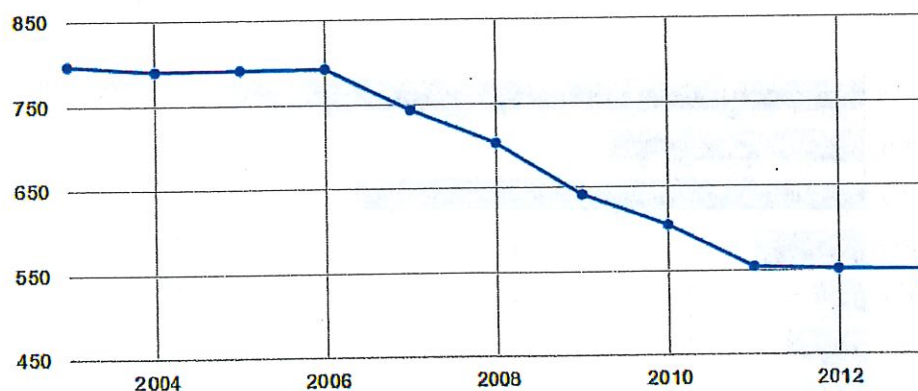
Land Manager/Agency	% of BRM Plan Area
Local Government	7%
Private	50%
Department of Parks and Wildlife	30%
Department of Lands	2%
Other	11%
<b>Total</b>	<b>100%</b>

Table above is approximate figures based on data from Landgate mapping and includes Aboriginal Heritage Places.

### 3.1.3 Population and Demographics

According to the Australian Bureau of Statistics (ABS) around 540 people reside in the Shire of Carnamah, with majority of the population residing in or surrounding the Eneabba and Carnamah townsites<sup>6</sup>. There are currently no registered remote indigenous communities, pastoral stations or mining camps operating within the Shire.

The Shire has been experiencing a gradual decline in population since 2006. The population of the Shire decreased by around 27% in the 5 years from 2006<sup>6</sup>. This is much larger than the previous 10% decrease from 2001 to 2006<sup>7</sup>. This is reflected in the decrease in the number of families and specifically “couple families with children” – from 81 in 2006 to 59 in 2011<sup>7</sup>. Between 2011 and 2013 there has been a decrease of 0.7%<sup>6</sup>. The continual decline may be partially attributed to many of the previously operating mining companies in the Shire shifting into shut down and caretaker mode.<sup>6</sup> The Shire’s decline in population since 2006 is illustrated in Figure 4.



**Figure 4 – Shire of Carnamah Population<sup>6</sup>**

The Shire of Carnamah contains a population with approximately 20% of residents being born overseas and 80% born in Australia. Approximately 3.7% are of indigenous heritage<sup>8</sup>.

<sup>5</sup> Landgate Mapping

<sup>6</sup> Australian Bureau of Statistics 2013

<sup>7</sup> Shire of Carnamah. (2017) *Shire of Carnamah Strategic Community Plan 2017-2027*. Carnamah: Shire of Carnamah

<sup>8</sup> Northern Agricultural Regional Vision (NARvis), Shire of Carnamah (Statistical Local Area, Irwin ABS profile, viewed 7/03/2017

The Population Statistics from the 2013 ABS Census for the Shire of Carnamah are shown in Table 3.

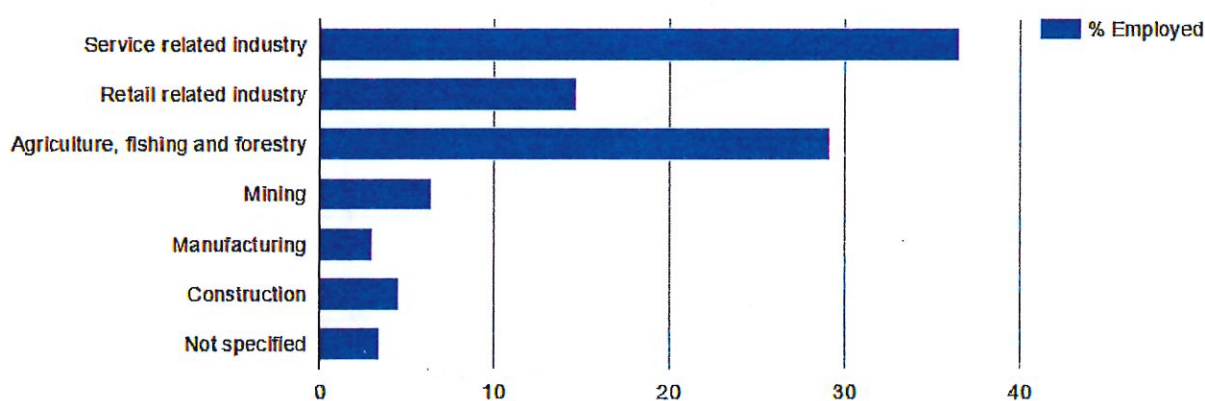
**Table 3 - Overview of Population Statistics in the Shire of Carnamah (Source ABS data 2013 and 2011)<sup>9</sup>**

Population Statistics	Number of People
Population	540
Male	311
Female	229
Median Age	45.9
Number of Families	140
Number of Households	219

The level of bushfire preparedness and engagement in the process differs across the Shire. The broad acre farms further inland and away from the townsites have a higher level of engagement of bushfire preparedness. The higher preparedness is a combination of the inherent bushfire risk associated with farming, especially during harvesting and from the past experiences of families and neighbours within these areas. In densely populated townsites there is less engagement and currently there are no registered Bushfire Ready Group operating in the Shire.

### 3.1.4 Economic Activities and Industry

The main sectors responsible for employment in the local economy are in the service, retail, agriculture, fishing and forestry industries. These combined industries employ over 70% of the total workforce in the Shire<sup>10</sup>. The agriculture, fishing and forestry industry produces the largest revenue which constitutes 29.1% of the entire local economy<sup>11</sup>. Employment in the various industries within the local economy are illustrated in Figure 5.



**Figure 5 – Shire of Carnamah Employment Streams<sup>10</sup>**

<sup>9</sup> Australian Bureau of Statistics 2013

<sup>10</sup> Source: Northern Agricultural Regional Vision (NARvis), Shire of Carnamah (Statistical Local Area, Irwin ABS profile, viewed 7/03/2017)

<sup>11</sup> Australian Bureau of Statistics 2011



The existing service and retail industries are the main source of employment within the Shire. This includes a major regional machinery dealership that employs a significant number of people in the town of Carnamah.

The Agricultural industry comprises mainly of cropping and stock. Rock lobster fishing subsidises the local economy and is located on the western sector of the shire<sup>12</sup>. This industry operates seasonally and is carried out on a relatively small scale off the 29 kilometre coastline of the Shire<sup>13</sup>. Since the 1960s mining was a large part of the local economy but is currently in decline. There is however ongoing exploration for coal, gas and oil within the Shire, including interest in the emerging unconventional gas extraction industry (fracking) which is currently very topical within the Shire<sup>13</sup>.

During the Shire's wildflower season there is also potential tourism and wild flower farming opportunities which may attract visitors between mid-winter and early summer<sup>13</sup>. The wildflower season is also beneficial to beekeepers and honey production is undertaken professionally and as a hobby within the Shire. Although beekeeping is currently not considered a significant industry or revenue producer for the Shire, smoke from controlled burns may impact on honey production<sup>14</sup>. This will be taken into consideration when implementing bush fire mitigation strategies during the wildflower season in areas that contain substantial numbers of bee hives.

## **3.2 Description of the Environment and Bushfire Context**

### **3.2.1 Topography and Landscape Features**

The landform of the Shire varies from sea level on the coast, with many areas less than ten metres above sea level, as far inland as four kilometres. The highest parts of the Shire are on the eastern boundary reaching 360 metres. Several peaks reach this height towards Midlands Road. The western part of the Shire is largely uncleared and consists of scrubland and bushland and is held in Crown Reserves including Beekeepers Nature Reserve, Stockyard Gully Reserve, and Lake Logue Nature Reserve. The eastern parts of the Shire are primarily cleared for cropping and grazing. In total the Shire contains three national parks and eleven Nature Reserves. According to the ABS, the proportion of protected areas within the Shire is 21.7%<sup>15</sup>.

There are also parks and reserves contained within central aspects of the Shire. These include the Wotto and Tathra Nature Parks and the Midlands Indigenous Reserve. East of this section and west of the Midlands Road, the Yarra Lake system is situated. This system forms part of the Capamauro Nature Reserve<sup>16</sup>. The treatment strategies applied to natural areas that contain sensitive species of flora and fauna will be conducted in consultation with P&W.

The population is concentrated within the twin townsites of Carnamah and Eneabba<sup>15</sup>. There are relatively efficient response time from the various Fire Brigades to these localities and most of the natural landscape is accessible by 4WD vehicles. However response times to isolated rural farms and areas are hindered by the size and sparse attributes of the Shire. This will be taken into consideration during the development and planning of bushfire risk management strategies within the BRM Plan.

<sup>12</sup> Shire of Carnamah. (2017) *Shire of Carnamah Strategic Community Plan 2017-2027*. Carnamah: Shire of Carnamah

<sup>13</sup> Shire of Carnamah. (2017) *Shire of Carnamah Strategic Community Plan 2017-2027*. Carnamah: Shire of Carnamah

<sup>14</sup> CSIRO. (2007). *The Future of the Australian Honey Bee Industry*. Canberra: CSIRO

<sup>15</sup> Australian Bureau of Statistics 2014

<sup>16</sup> Desmond, A., & Chant, A. (2002). *A biodiversity Audit of Western Australia's 53 Biogeographical Subregions in 2002*. Perth: Department of Conservation and Land Management. Retrieved from <https://www.dpaw.wa.gov.au/images/documents/about/science>



### 3.2.2 Climate and Bushfire Season

The town lies in the southern Midwest Region and experiences a temperate climate with hot, dry summers and mild winters. The Bureau of Meteorology recording weather stations are located in Eneabba and Carnamah. The highest average temperatures are in January (36.1°C) and the coolest month on average is July (18°C)<sup>17</sup>. The average rainfall in the inland parts of the Shire is 380.2mm and the coastal area is 490mm<sup>17</sup>. The wettest month on average is June (74.7mm) and the driest month on average is December (8.9mm)<sup>17</sup>.

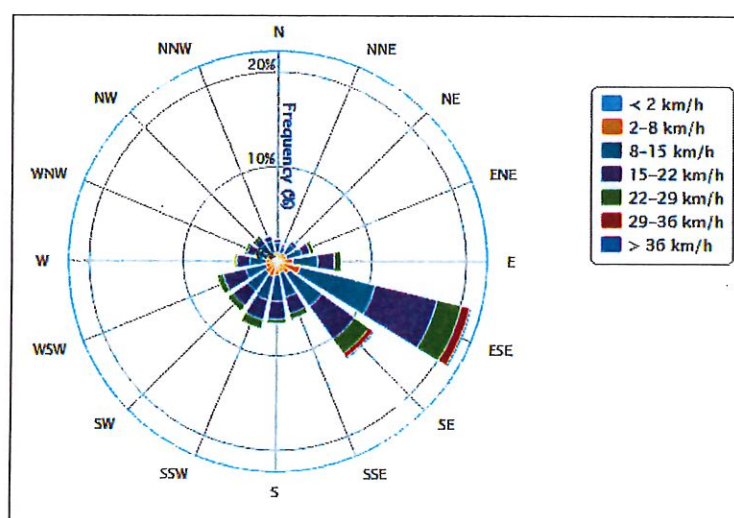
The average monthly temperature, rainfall, wind speed and humidity trends over the last few decades for the Shire are shown in Table 4.

**Table 4 – Monthly Climatic Statistics for the Shire of Carnamah from the Bureau of Meteorology<sup>17</sup>**

	Month												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Average high °C	36.1	35.6	32.7	27.6	22.6	19.1	18.0	19.2	22.1	26.2	30.2	33.5	26.9
Average low °C	18.5	19.2	17.3	14.1	10.8	8.7	7.3	7.3	8.2	10.4	13.4	16.1	12.6
Rainfall mm	12.6	16.2	20.6	23.0	50.8	74.7	67.2	52.0	28.1	16.3	10.6	8.9	380.2
3 pm Average wind speed km/h	17	16.8	15.7	13.7	13.9	13.8	14.5	13.8	15.0	17.3	17.8	17.4	15.6
3 pm Relative humidity %	26	28	31	39	46	51	56	51	46	33	28	27	38

Source: Australian Bureau of Meteorology

The prevailing wind is from the East South East direction and on average the summer months have higher wind speeds<sup>18</sup>. The average wind speed and direction for the inland districts are provided by the Department of Agriculture and Food weather station in Eneabba and are illustrated in Figure 9.



<sup>17</sup> Australian Bureau of Meteorology 2016, Shire of Carnamah online climate data, viewed 11/07/2016.

<sup>18</sup> Government of Western Australia. (2017, March Thursday). *Weather Charts*. Retrieved from the Department of Agriculture and Food: <https://www.agric.wa.wa.au/weather-stations>.



**Figure 9 – Wind Rose for the Shire of Carnamah (Source Department of Agriculture)<sup>18</sup>**

Throughout the bushfire season, the Shire enforces Restricted Burning Times (RBT), Prohibited Burning Times (PBT) and Harvest and Vehicle Movement Bans. Total Fire Bans (TFB) are declared by DFES, in consultation with the Shire. These measures are used to prevent the outbreak of bushfires in accordance with the *Bush Fires Act 1954*. The RBT are in place from the 17<sup>th</sup> of September to the 15<sup>th</sup> of October and also between the 1<sup>st</sup> and 15<sup>th</sup> of March. The PBT is between the 15<sup>th</sup> of October and the 28<sup>th</sup> of February. In 2016, a TFB was declared in the Shire on six days over the bushfire season.

The current firebreak notice requires rural property owners to clear all flammable materials as close as practicable from the external boundary of the property. The property owners within the townsites are required to remove all flammable materials from their land if it is less than 2023m<sup>2</sup> and properties over 2023m<sup>2</sup> are required to remove all flammable materials two metres from their boundaries. These breaks are to be maintained until the 28<sup>th</sup> March each year. Burning is prohibited on Sundays or Public Holidays during the RBT. A permit must be obtained from the Shire in order to carry out any controlled burns during restricted burning times.

The risk of a fire outbreak is substantially larger prior to, and during harvesting due to increased fuel loads in areas of cured crops and grasses, and an increased potential for ignition from harvesting activities. Within the PBT, it is a requirement that a fire appliance is in attendance during harvesting activities, so that ignitions can be dealt with quickly.<sup>19</sup> Once harvesting is complete the risk of bushfire decreases quite significantly in these areas due to the fuel load being removed. Burning of stubble and windrows is undertaken outside of the fire season, so the risk of a bushfire is minimal<sup>20</sup>.

### **3.2.3 Vegetation**

The Shire of Carnamah is dominated by various types of vegetation that progressively changes inland from the coastline. The dune systems in coastal areas generally contain a mosaic of open and closed coastal heathlands and scrub with pockets of remnant open Melaleuca forest<sup>21</sup>. East of the dune systems contain Inland thickets of closed and open Acacia-Casuarina with the emergence of open River Red Gum woodlands in low lying areas<sup>21</sup>. Further inland and east of the Brand Highway the dominate vegetation communities are open and closed Banksia low woodlands and heathlands<sup>21</sup>. Large areas of open grassland and crop paddocks are found around the townsites Carnamah and Eneabba. Contained within the paddocks are smaller pockets of scrub or shrub land vegetation depending on the distance from the coastline.

The various types of natural vegetation and crops are all highly flammable and the fuel load depends upon how recently the area of vegetation has been burnt or cleared. On farmland, the fuel load will depend on the growing stage of the crop and will vary greatly before and after the harvesting period. For risk assessment purposes, it is assumed that a fire in any of the different broad vegetation types will reach human settlement and/or cultural assets. The exceptions are in circumstances where either an asset protection zone of 20-30m for grasslands or crops and/or a hazard separation zone  $\geq 100\text{m}$  for scrub/shrub/woodland are existent between the asset and vegetation. The risk assessment also excludes managed or manicured gardens as a fire risk.

<sup>19</sup> Shire of Carnamah – Annual Bush Fire Control Notice.

<sup>20</sup> Shire of Carnamah – Bushfire Response Plan

<sup>21</sup> Ecoscape. (2011). *Dongara to Cape Burney Visual Landscape Assessment*. Perth: Western Australian Planning Commission.

### 3.2.4 Bushfire Frequency and Causes of Ignition

Between 1 January 2010 and 28 February 2017 a total of 62 landscape bushfire incidents occurred within the Shire of Carnamah with an average of almost 9 per year<sup>22</sup>. Lightning was the major source of ignition (~50%) and the number deliberately lit was relatively negligible (~0.02%)<sup>22</sup>. The landscape fire incidents occurred either in Eneabba (~85.5%) or Carnamah (~14.5%)<sup>22</sup>. The size of these fires ranged between 240ha to less than 1ha<sup>22</sup>. The largest fires occurred in Eneabba in 2012 (240ha) and 2011 (160ha)<sup>22</sup>. The number of landscape fires in the Shire of Carnamah recorded by DFES between 2010 and 2017 are shown in Table 5.

**Table 5 – Number of Incidents attended<sup>22</sup>**

	2010	2011	2012	2013	2014	2015	2016	2017	Total
<b>Shire of Carnamah*</b>	<b>4</b>	<b>10</b>	<b>26</b>	<b>4</b>	<b>5</b>	<b>7</b>	<b>5</b>	<b>1</b>	<b>62</b>

\*The number of total landscape fires in the Shire is a guide and may not capture the total number of actual landscape fire incidents.

The likelihood and frequency of a fire occurring in an area are based on the number of actual landscape fire incidents reported over the last three years. The Eneabba area on average experienced more than four fires per year. Therefore the likelihood of a fire occurring in this area is considered high.

<sup>22</sup> Department of Fire and Emergency Services, Fire and Incident Reporting System



## 4. Asset Identification and Risk Assessment

### 4.1 Planning Areas

The Shire of Carnamah has been divided into the three Planning Areas of Coolimba, Eneabba and Carnamah. Attached at [Appendix 2](#) is a map showing the boundaries of those planning areas identified within the Shire of Carnamah.

#### 4.1.1 Priorities for Asset Identification and Assessment

The *Planning Area Assessment Tool* was applied to each planning area to determine the priorities for asset identification and assessment. Using the tool, each planning area was rated against six risk factors, with the highest scoring planning area being the first priority for asset identification and risk assessment. Assets were identified and assessed in each planning area, based on the results of the planning area assessment outlined in the following table.

**Table 6 - Planning Area Assessment Summary**

Risk Factor Scores	Coolimba	Eneabba	Carnamah
1. % of LG Population in Planning Area	20	80	320
2. Fuel Structures	80	60	40
3. Assets	40	60	60
4. Urban residential interface	20	40	40
5. Suppression response times	60	40	40
6. Suppression strategies	60	40	40
TOTAL	280	320	540
PRIORITY	3	2	1

### 4.2 Asset Identification

Asset identification and risk assessment has been conducted at the local level using the methodology described in the Guidelines and assistance from various stakeholders. For example P&W provided valuable Information required for the process of identifying environmental assets. Identified assets have been mapped, recorded and assessed in the Bushfire Risk Management System (BRMS). This system is the software that has been specifically designed to develop uniformly consistent BRM Plans across the state. Identified assets are categorised into the following subcategories:

**Table 7 – Priorities for Asset Identification and Assessment**

Asset Category	Asset Subcategories
----------------	---------------------

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

### 4.3 Assessment of Bushfire Risk

Risk assessments have been undertaken for each asset or group of assets identified using the methodology described in the Guidelines. The *Asset Risk Register* at [Appendix 3](#) shows the consequence and likelihood ratings assigned to each asset identified, and the subsequent risk rating.

#### 4.3.1 Likelihood Assessment



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

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

**Table 8 – Likelihood Ratings**

Likelihood Rating	Description
<b>Almost Certain</b> (Sure to Happen)	<ul style="list-style-type: none"> <li>Is expected to occur in most circumstances;</li> <li>High level of recorded incidents and/or strong anecdotal evidence;</li> <li>Strong likelihood the event will recur; and/or</li> <li>Great opportunity, reason or means to occur;</li> <li>May occur more than once in 5 years.</li> </ul>
<b>Likely</b> (Probable)	<ul style="list-style-type: none"> <li>Regular recorded incidents and strong anecdotal evidence; and /or</li> <li>Considerable opportunity, reason or means to occur;</li> <li>May occur at least once in 5 years.</li> </ul>
<b>Possible</b> (feasible but < probable)	<ul style="list-style-type: none"> <li>Should occur at some stage; and/or</li> <li>Few, infrequent, random recorded incidents or little anecdotal evidence; and/or</li> <li>Some opportunity, reason or means to occur.</li> </ul>
<b>Unlikely</b> (Improbable, not likely)	<ul style="list-style-type: none"> <li>Would only occur under exceptional circumstances.</li> </ul>

#### 4.3.2 Consequence Assessment

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

There are four possible consequence ratings: minor, moderate, major and catastrophic.

**Table 9 – Consequence Ratings**

Consequence Rating	Descriptions
<b>Minor</b>	<ul style="list-style-type: none"> <li>No fatalities.</li> <li>Near misses or minor injuries with first aid treatment possibly required.</li> <li>No persons are displaced.</li> <li>Little or no personal support (physical, mental, emotional) required.</li> <li>Inconsequential or no damage to an asset, with little or no specific recovery efforts required beyond the immediate clean-up.</li> <li>Inconsequential or no disruption to community.</li> <li>Inconsequential short-term failure of infrastructure or service delivery. (Repairs occur within 1 week, service outages last less than 24 hours.)</li> <li>Inconsequential or no financial loss. Government sector losses</li> </ul>

	managed within standard financial provisions. Inconsequential disruptions to businesses.
<b>Moderate</b>	<ul style="list-style-type: none"> <li>• Isolated cases of serious injuries, but no fatalities. Some hospitalisation required, managed within normal operating capacity of health services.</li> <li>• Isolated cases of displaced persons who return within 24 hours.</li> <li>• Personal support satisfied through local arrangements.</li> <li>• Localised damage to assets that is rectified by routine arrangements.</li> <li>• Community functioning as normal with some inconvenience.</li> <li>• Isolated cases of short to mid-term failure of infrastructure and disruption to service delivery. (Repairs occur within 1 week to 2 months, service outages last less than 1 week.)</li> <li>• Local economy impacted with additional financial support required to recover. Government sector losses require activation of reserves to cover loss. Disruptions to businesses lead to isolated cases of loss of employment or business failure.</li> <li>• Isolated cases of damage to environmental/cultural assets, one-off recovery efforts required, but with no long term effects to asset.</li> </ul>
<b>Major</b>	<ul style="list-style-type: none"> <li>• Isolated cases of fatalities.</li> <li>• Multiple cases of serious injuries. Significant hospitalisation required, leading to health services being overstressed.</li> <li>• Large number of persons displaced (more than 24 hours duration).</li> <li>• Significant resources required for personal support.</li> <li>• Significant damage to assets, with ongoing recovery efforts and external resources required.</li> <li>• Community only partially functioning. Widespread inconvenience, with some services unavailable.</li> <li>• Mid to long-term failure of significant infrastructure and service delivery affecting large parts of the community. Initial external support required. (Repairs occur within 2 to 6 months, service outages last less than a month.)</li> <li>• Local or regional economy impacted for a significant period of time with significant financial assistance required. Significant disruptions across industry sectors leading to multiple business failures or loss of employment.</li> <li>• Significant damage to environmental/cultural assets that require major rehabilitation or recovery efforts.</li> <li>• Localised extinction of native species. <i>This may range from loss of a single population to loss of all of the species within the BRMP area (for a species which occupies a greater range than just the BRMP area).</i></li> </ul>



Catastrophic	<ul style="list-style-type: none"> <li>• Multiple cases of fatalities.</li> <li>• Extensive number of severe injuries.</li> <li>• Extended and large number requiring hospitalisation, leading to health services being unable to cope.</li> <li>• Extensive displacement of persons for extended duration.</li> <li>• Extensive resources required for personal support.</li> <li>• Extensive damage to assets that will require significant ongoing recovery efforts and extensive external resources.</li> <li>• Community unable to function without significant support.</li> <li>• Long-term failure of significant infrastructure and service delivery affecting all parts of the community. Ongoing external support required. (Repairs will take longer than 6 months, service outages last more than 1 month.)</li> <li>• Regional or State economy impacted for an extended period of time with significant financial assistance required. Significant disruptions across industry sectors leading to widespread business failures or loss of employment.</li> <li>• Permanent damage to environmental/cultural assets.</li> <li>• Extinction of a native species in nature. <i>This category is most relevant to species that are restricted to the BRMP area, or also occur in adjoining BRMP areas and are likely to be impacted upon by the same fire event. In nature means wild specimens and does not include flora or fauna bred or kept in captivity.</i></li> </ul>
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The methodology used to determine the consequence rating for each asset category is based on the following:

- **Consequence Rating - Human Settlement Assets**

The outcome or impact of a bushfire event on the asset; measured by the threat posed by the hazard vegetation and the vulnerability of the asset.

- **Consequence Rating - Economic Assets**

The outcome or impact of a bushfire event on the asset; measured by the level of economic impact and the recovery costs.

- **Consequence Rating - Environmental Assets**

The outcome or impact of a bushfire event on the asset; measured by the vulnerability of the asset and the potential impact of a bushfire or fire regime.

- **Consequence Rating - Cultural Assets**

The outcome or impact of a bushfire event on the asset; measured by the threat posed by the hazard vegetation and the vulnerability of the asset.

#### 4.3.3 Assessment of environmental assets

Using available biological information and fire history data, environmental assets with a known minimum fire threshold were assessed to determine if they were at risk from bushfire, within the five year life of the BRM Plan. Environmental assets that would not be adversely impacted by bushfire within the five year period have not been included and assessed in the BRM Plan. The

negative impact of a fire on these assets (within the period of this BRM Plan) was determined to be minimal, and may even be of benefit to the asset and surrounding habitat.

The process of assessing Environmental assets within the Shire have been carried out in consultation with P&W. For the purpose of the BRM-Plan, areas containing Environmental assets are all influenced by fire and may include one or all of the following:

- Endangered, Threatened, Vulnerable or Priority Ecological Communities (TEC/PEC),
- Endangered, Threatened, Vulnerable and/or Priority Flora Species, and
- Endangered, Threatened, Vulnerable and/or Priority Fauna Species.

Areas containing the above have been identified and assessed when possible using information provided by P&W, Northern Agricultural Catchments Council (NACC) and various local sources.

## 5. Risk Evaluation

### 5.1 Evaluating Bushfire Risk

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

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

### 5.2 Treatment Priorities

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

**Table 10 - Treatment Priorities**

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

The treatment strategy for assets identified with high or above risk rating is in the process of being developed. Once completed The *Treatment Schedule* will be located at [Appendix 4](#).

### 5.3 Risk Acceptability



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

In most circumstances risk acceptability and treatment will be determined by the land owner, in collaboration with local government and fire agencies. In certain situations, the CEO may advise and specify the appropriate course of action if it is required. However, as a general rule, the following courses of action have been adopted for each risk rating.

**Table 11 – Criteria for Acceptance of Risk and Course of Action**

<b>Risk Rating</b>	<b>Criteria for Acceptance of Risk</b>	<b>Course of Action</b>
<b>Extreme</b> (Priorities 1A, 1B, 1C)	Only acceptable with excellent controls. Urgent treatment action is required.	Routine controls are not enough to adequately manage the risk. Immediate attention required as a priority. Specific action is required in first year of plan.
<b>Very High</b> (Priorities 2A, 2B, 2C)	Only acceptable with excellent controls. Treatment action is required.	Routine controls are not enough to adequately manage the risk. Specific action will be required during the period covered by the plan.
<b>High</b> (Priorities 3A, 3B, 3C, 3D)	Only acceptable with adequate controls. Treatment action may be required.	Specific action may be required. Risk may be managed with routine controls and monitored annually.
<b>Medium</b> (Priorities 4A, 4B, 4C)	Acceptable with adequate controls. Treatment action is not required, but risk must be monitored regularly.	Specific action may not be required. Risk may be managed with routine controls and monitored periodically throughout the life of the BRMP.
<b>Low</b> (Priorities 5A, 5B, 5C)	Acceptable with adequate controls. Treatment action is not required, but risk must be monitored.	Need for specific action is unlikely. Risk will be managed with routine controls and monitored as required.

## 6. Risk Treatment

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

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

## 6.1 Local Government Wide Controls

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

- *Bush Fires Act 1954* Section 33 notices, including applicable fuel management requirements, firebreak standards and annual enforcement programs;
- Declaration and management of Prohibited Burn Times, Restricted Burn Times, Total Fire Bans and Harvest and Vehicle Movement Bans for the local government;
- Public education campaigns and the use of P&W and DFES state-wide programs, tailored to suit local needs;
- State-wide arson prevention programs developed in conjunction with WA Police and DFES;
- State planning framework and local planning schemes, implementation of appropriate land subdivision and building standards in line with DFES, Department of Planning and Building Commission policies and standards; and
- Monitoring performance against the BRM Plan and reporting annually to the local government council and OBRM.
- Other practices and programs undertaken by local government or state agencies that contribute to bushfire risk management within the local government, including controls in place under state government policies, agreements or memorandums of understanding.

A multi-agency work plan has been developed and is attached at [Appendix 5](#). The plan details work to be undertaken to improve current controls, or implement new controls to better manage bushfire-related risk across the local government.

## 6.2 Asset Specific Treatment Strategies

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

- **Fuel management** - Treatment reduces or modifies the bushfire fuel through manual, chemical and prescribed burning methods;
- **Ignition management** - Treatment aims to reduce potential human and infrastructure sources of ignition in the landscape;
- **Preparedness** - Treatments aim to improve access and water supply arrangements to assist firefighting operations;
- **Planning** - Treatments focus on developing plans to improve the ability of firefighters and the community to respond to bushfire; and
- **Community Engagement** - Treatments seek to build relationships, raise awareness and change the behaviour of people exposed to bushfire risk.



- **Other** - Local Government Wide Controls will be used to manage the risk. Asset specific treatment is not required or not possible in these circumstances.

### 6.3 Determining the Treatment Schedule

Efforts will be made to finalise the Treatment Schedule within six months of this BRM Plan being endorsed by Council. The Treatment Schedule will be developed in broad consultation with land owners and other stakeholders. The treatments when implemented will be monitored throughout the duration of the plan and updated as required.

Land owners where a significant bushfire risk has been identified, are ultimately responsible to implement the treatments outlined in the BRM Plan. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a land owner. However, the onus is still on the land owner to ensure treatments detailed in this plan are completed.

## 7. Monitoring and Review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and valid. These processes are detailed below to ensure outcomes are achieved in accordance with the *Communication Strategy* and *Treatment Schedule*. The BRPC/BRMO are responsible for managing the monitoring and review process. This process will be undertaken in consultation with the CEO, LEMC and BFAC. In the event of a cessation of BRPC/BRMO roles, the Office of the CEO will delegate the responsibility.

### 7.1 Review

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

- Changes to the BRMP area, organisational responsibilities or legislation;
- Changes to the bushfire risk in the area; or
- Following a major fire event.

Review of the risk evaluations and treatment strategies utilised for assessing important assets with local value depend on the level of exposure to bushfire related risk. The timeframes for routine review are as follows:

- Assets with an Extreme, Very High or High risk rating will be reviewed annually
- Assets with a Medium risk rating will be reviewed every 2 years
- Assets deemed with a Low risk rating will be reviewed every 5 years

In the event of significant changes in circumstances due to construction and development or adversely impacted by natural disasters or emergencies, the review period may alter.

### 7.2 Monitoring

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

### **7.3 Reporting**

The BRPC will document the progress of the BRM plan quarterly to the CEO. The performance and progress of the BRM Plan over the financial year will be presented to BFAC, LEMC and Local Council on an annual basis. The presentations are to be concurrently used as a platform to generate feedback and potential advice on ways to improve the outcomes generated by the BRM Plan. The feedback will be used to inform decision making when selecting the bushfire risk treatments for the next financial year and to ensure the BRM Plan is in line with the Shires values and future goals. Finally, an annual report will be submitted to the Office of Bushfire Risk Management (OBRM) each year. This report will summarise the progress made towards implementation and the subsequent operational status of the BRM Plan.



## 8. Glossary

<b>Asset</b>	A term used to describe anything of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
<b>Asset Category</b>	There are four (4) categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural
<b>Asset Owner</b>	The owner, occupier or custodian of the asset itself. ( <b>Note:</b> this may differ from the owner of the land the asset is located on – for example, a communication tower located on leased land or private property.)
<b>Asset Register</b>	A component within the Bushfire Risk Management System used to record the details of assets identified in the Bushfire Risk Management Plan.
<b>Asset Risk Register</b>	A report produced within the Bushfire Risk Management System that details the consequence, likelihood, risk rating and treatment priority for each asset identified in the Bushfire Risk Management Plan.
<b>Bushfire</b>	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
<b>Bushfire hazard</b>	The potential or expected behaviour of a bushfire burning under a particular set of conditions, i.e. the type, arrangement and quantity of fuel, the fuel moisture content, wind speed, topography, relative humidity, temperature and atmospheric stability.
<b>Bushfire Risk</b>	The chance of a bushfire igniting, spreading and causing damage to the community or the asset/s they value.
<b>Bushfire risk management</b>	A systematic process to coordinate, direct and control activities relating to bushfire risk; with the aim of limiting the adverse effects of bushfire on the community.
<b>Bushfire Risk Management Plan Area</b>	The whole area that the Bushfire Risk Management Plan applies. In most cases this will be the local government area. However, in some cases it may include land adjacent to the local government's boundaries or multiple local governments.
<b>Bushfire Threat</b>	The threat posed by the hazard vegetation. Based on the vegetation category, slope and separation distance.
<b>Consequence</b>	The outcome or impact of a bushfire event.
<b>Emergency Risk</b>	A document (developed under <i>State Emergency Management Policy Sect.</i>

<b>Management Plan</b>	3.2) that describes how an organisation(s) intends to undertake the activities of emergency risk management based on minimising risk. These plans help inform the ongoing development of Local Emergency Management Arrangements (LEMA) and Westplans.
<b>Fire Management Plan</b>	A plan developed for a specific area that details all activities associated with the management of fire prone land, including the use of fire to meet land management goals and objectives.
<b>Geographic Information System (GIS)</b>	A data base technology, linking any aspect of land-related information to its precise geographic location.
<b>Geographic Information System (GIS) Map</b>	The mapping component of the Bushfire Risk Management System. Assets, treatments and other associated information is spatially identified, displayed and recorded within the GIS Map.
<b>Land Owner</b>	The owner of the land, as listed on the Certificate of Title; or leaser under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
<b>Likelihood</b>	The chance of something occurring. In this instance, the chance of a bushfire igniting, spreading and reaching the asset.
<b>Locality</b>	The officially recognised boundaries of suburbs (in cities and larger towns) and localities (outside cities and larger towns).
<b>Planning Area</b>	A geographic area determine by the local government which is used to provide a suitable scale for risk assessment and stakeholder engagement.
<b>Priority</b>	See Treatment Priority.
<b>Recovery Cost</b>	The capacity of an asset to recover from the impacts of a bushfire.
<b>Responsible Person</b>	The person responsible for planning, coordinating, implementing, evaluating and reporting on a risk treatment.
<b>Risk acceptance</b>	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
<b>Risk analysis</b>	The application of consequence and likelihood to an event in order to determine the level of risk.
<b>Risk assessment</b>	The systematic process of identifying, analysing and evaluating risk.

<b>Risk evaluation</b>	The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.
<b>Risk identification</b>	The process of recognising, identifying and describing risks.
<b>Risk Manager</b>	The organisation or individual responsible for managing a risk identified in the Bushfire Risk Management Plan; including review, monitoring and reporting.
<b>Risk Register</b>	A component within the Bushfire Risk Management System used to record, review and monitor risk assessments and treatments associated with assets recorded in the Bushfire Risk Management Plan.
<b>Risk treatment</b>	A process to select and implement appropriate measures undertaken to modify risk.
<b>Rural</b>	Any area where in residences and other developments are scattered and intermingled with forest, range, or farm land and native vegetation or cultivated crops.
<b>Rural Urban Interface (RUI)</b>	The line or area where structures and other human development adjoin or overlap with undeveloped bushland.
<b>Slope</b>	The angle of the ground's surface measured from the horizontal.
<b>Tenure Blind</b>	An approach where multiple land parcels are consider as a whole, regardless of individual ownership or management arrangements.
<b>Treatment</b>	An activity undertaken in order to modify risk. E.g. a prescribed burn.
<b>Treatment Objective</b>	The specific aim to be achieved or action to be undertaken, in order to complete the treatment. Treatment objectives should be specific and measurable.
<b>Treatment Manager</b>	The organisation, or individual, responsible for all aspects of a treatment listed in the Treatment Schedule of the Bushfire Risk Management Plan; including coordinating or undertaking work, monitoring, reviewing and reporting.
<b>Treatment Priority</b>	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset's risk rating.

<b>Treatment Schedule</b>	A report produced within the Bushfire Risk Management System that details the treatment priority of each asset identified in the Bushfire Risk Management Plan, and the treatments scheduled.
<b>Treatment Strategy</b>	The broad approach that will be used to modify risk. E.g. fuel management.
<b>Treatment Type</b>	The specific treatment activity that will be implemented to modify risk. E.g. a prescribed burn.
<b>Vulnerability</b>	The susceptibility of an asset to the impacts of bushfire.

## 9. Common Abbreviations

APZ	Asset Protection Zone
BRMP	Bushfire Risk Management Planning
BRM Plan	Bushfire Risk Management Plan
BRMS	Bushfire Risk Management System
CALD	Culturally and Linguistically Diverse
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DPaW	Department of Parks and Wildlife
ERMP	Emergency Risk Management Plan
FFDI	Forest Fire Danger Index
FMP	Fire Management Plan
GFDI	Grassland Fire Danger Index
GIS	Geographical Information System
HSZ	Hazard Separation Zone
JAFFA	Juvenile and Family Fire Awareness
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG	Local Government
LMZ	Land Management Zone
OBRM	Office of Bushfire Risk Management
SEMC	State Emergency Management Committee
SLIP	Shared Land Information Platform
WAPC	Western Australian Planning Commission

## **Appendices**

**1 Communication Strategy**

**2 Planning Area Map**

**3 *Asset Risk Register***

**4 *Treatment Schedule***

**5 Local Government-Wide Controls, Multi-Agency Treatment Works Plan**





## **Shire of Carnamah**

# **Bushfire Risk Management Planning Communication Strategy**

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## Document Control

Document Name	Bushfire Risk Management Plan Communications Strategy	Current Version	4.0
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## Related Documents

Title	Version	Date
Shire of Carnamah Bushfire Risk Management Plan	4.0	26/05/2016

## Amendment List

Version	Date	Author	Section
1.0	15/02/2016	Darren Cole	
2.0	10/10/2016	Darren Cole	
3.0	11/05/2017	Trevor Dunstan	
4.0	26/05/2017	Trevor Dunstan	



# **1 INTRODUCTION**

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

## **2 COMMUNICATIONS OVERVIEW**

### **Communication Objectives**

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

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

### **Communication Role and Responsibilities**

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

- CEO, Shire of Carnamah, responsible for endorsement of the BRM Plan Communications Strategy including external communications with the Local Government area.
- Bushfire Risk Management Officer, Department of Fire and Emergency Services responsible for operational-level communication between Shire, Department of Fire and Emergency Services.
- Bushfire Risk Planning Coordinator, Shire of Carnamah, responsible for operational-level communication between the Shire and the Department of Fire and Emergency Services and the Office of Bushfire Risk Management.

In the event of a cessation of the BRPC and/or BRMO roles within the Shire of Carnamah, the Shire will delegate the BRPC/BRMO roles and responsibilities pertaining to the communications plan.

## Key Stakeholders for Communication

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

Stakeholder	Role or interest	Level of impact of outcomes	Level of engagement
<b>LOCAL GOVERNMENT</b>	Significant Role in plan development, implementation and review. Significant interest as a land manager.	High	Inform, consult, involve, collaborate and empower.
<b>DFES</b>	Role in plan development, implementation and review. Support role in treatment Implementation.	High	Inform, consult, involve, collaborate, empower.
<b>P&amp;W</b>	Role in plan development, implementation and review. Significant interest as a land manager.	High	Inform, consult, involve, collaborate, empower
<b>VOLUNTEER GROUPS</b>	Role in plan development, implementation and review	High	Inform, consult, involve, collaborate and empower.
<b>LOCAL COMMUNITY AND LAND OWNERS</b>	Role in plan development, implementation and review. Significant interest as a land manager.	High	Inform, consult and involve
<b>MAIN ROADS</b>	Role in plan development, implementation and review. Interest as a land manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
<b>TELSTRA</b>	Role in plan development, implementation and review. Interest as a land manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
<b>WATER CORPORATION</b>	Role in plan development, implementation and review. Interest as a land manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
<b>WESTERN POWER</b>	Role in plan development, implementation and review. Interest as a land manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
<b>BROOKFIELD RAIL</b>	Role in plan development, implementation and review. Significant interest as a land manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate
<b>OIL AND GAS INDUSTRY</b>	Role in plan development, implementation and review. Significant interest as a land manager. Critical infrastructure interest.	Medium	Inform, consult, involve and collaborate

Stakeholders with larger land tenures and percentage of the BRM Plan area, are more likely to be exposed to bushfire risk and will be impacted more significantly by the BRM Plan. These stakeholders subsequently have a higher level of engagement and responsibility to implement bushfire risk land treatments. The benefit in participating in the BRMP process and the prudent approach to bushfire risk, is a greater reduction in the potential impacts from a bushfire. This includes preventing and minimising the loss of life and damage to assets residing on their land or property in the situation of a significant bushfire.

The Volunteer Fire Brigades within the Shire are land owners and part of the local community. However, they also have additional roles and responsibilities in relation to the BRM Plan giving them a higher level of collaboration. They will be empowered to implement strategies and bushfire mitigation treatments that may include bushfire awareness education and prescribed burning programs in the Shire.



## Communications Plan

Timing of Communication	Stakeholder(s)	Communication Objective(s)	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring and Evaluation Method
<b>Development of the BRM Plan</b>								
Throughout the development stage	-Shire of Carnamah CEO -Senior Leadership -Staff	All (1-5)	-Emails -Meetings (Quarterly) -Shire Website and Intranet	-Informed and consulted -accountability and responsibility -Review and input into Plan	-BRPC -BRMO	-Time Constraints -No Clear message -Incorrect audience	-Prudent planning and efficient Time management -Objective and goal setting for each meeting -Clear communication	-Feedback questions -level of support received -Evaluation of meeting objectives/goals with actual outcomes
Throughout the development stage	-Bushfire Advisory Committee (BFAC)	All (1-5)	-Meetings (Bi – Annually ) -Face to Face (presentations in council chambers)	-Engaged in process of BRMP -Treatment Schedule and Risk Analysis	-BRPC -BRMO	-Plan not complete -Treatments not negotiated -Time constraints	-Prepare presentation for each BFAC -Give updates as required	-Feedback -Treatments negotiated and supported by committee
Throughout the development stage	-FCO's -BFB Captains, -VFRS Captains	All (1-5)	-Meetings organised with Each brigade or as required	-Engaged in process of BRMP -Identify Risk, and share information	-BRPC -BRMO	-Time constraints -No plan -unorganised -Availability of volunteers	-Prudent planning and efficient time management -Setting specific and achievable objectives for each meeting	-Feedback and level of support received for BRMP process -Evaluation of objectives with actual outcomes
Throughout the development stage	-P&W	All (1-5)	-Emails -Meetings	-Engaged in process of BRMP -Identify Risk, and share information	-BRPC -BRMO	-Time Constraints -No Clear message -Sourcing information from the incorrect branch	-Prudent planning and efficient Time management -Objective and goal setting for each meeting -Clear communication	-Feedback questions -level of support received -Evaluation of meeting objectives/goals with actual outcomes

01/04/16 – 01/07/2017	-Home Owners -Land Managers -Interest groups or businesses	1 & 2	-Media (Newspaper) -Shire Website -Face to face meetings -Community workshops and forums	-Inform about the BRMP process -Identify valued assets -Identify existing controls	-BRPC -BRMO	-Media not reaching target audience -Workshops and forums could get abstracted by other agendas	-Newspaper and website details -Objective and goal setting for each meeting	-Engaged throughout the process -Feedback -Success of outcomes
01/04/16 – 01/07/2017	-State Agencies (P&W, DFES etc) -Service providers -Stakeholders (WP, Mainroads, Telstra etc.)	All (1-5)	-Emails -Face to Face Meetings -Telephone	-Inform about the BRMP process -Identify assets at risk -Identify existing controls/programs	-BRPC -BRMO	-Time constraints and travel -Level of interest and engagements in process	-Select appropriate channel of communication -Prepare materials and good planning	-High engagement and participation levels -Feedback
<b>Implementation of Plan</b>								
Life of plan	-Shire of Carnamah CEO, Senior Leadership Team and Staff	All (1-5)	-Emails -Meetings (Quarterly) -Shire Website and Intranet	-Inform BRMP progress and status -consult -accountable or responsible -Review and input into Plan.	-BRPC -BRMO	-Time constraints -Availability -Lack of understanding -Budget (for LG mitigation)	-Prudent planning and efficient time management -Setting specific and achievable objectives for each meeting -Clear communication - Regular updates	-Feedback, questions -Level of support received
Life of Plan	-Stakeholder groups	All (1-5)	-Emails -Website -Telephone -Meetings as required	-Inform BRMP progress and status -consult -accountable or responsible -Review and input into Plan and Treatments.	-BRPC -BRMO	-Availability -Travel -Location out of local/district area -Commitment lost	-Planned and coordinated sharing of information -Setting specific and achievable objectives for meetings -Negotiations conducted	-Feedback -Commitment received to implement agreed controls -Highly engaged



Life of Plan	P&W	All (1-5)	-Emails -Website -Telephone -Meetings as required	-Inform BRMP progress and status -consult -accountable or responsible -Review and input into Plan and treatments, especially environmental assets.	-BRPC -BRMO	-Availability -Travel -Location out of local/district area -Commitment lost	-Planned and coordinated sharing of information -Setting specific objectives for meetings -Negotiations conducted	-Feedback -Commitment received to implement agreed controls -Highly engaged
Life of Plan	-BFAC Meetings	All (1-5)	-Meetings Annually -Face to Face (presentations in council chambers)	-Report on progress to plan -Report issues/constraints	-BRPC -BRMO	-Poor communication from stakeholders and LG on progress and completion of treatment works	-Collate data and report on progress and success of treatments -Ensure Compliance to agreed treatment works from stakeholders	-Positive feedback received on treatment works -FCO's pleased with work to date
<b>Review of the BRM Plan</b>								
Yearly (Shire)	-Shire of Carnamah CEO, Councillors and Staff -OBRM -BRMO -BRMB -BRPC -LG Council -LEMC	All (1-5)	-Email -Meetings	-Review, Monitor and Reporting -Endorse plan -Compliance to plan and acceptance of risk	-BRPC -BRMO	-Poor reporting and recording of information -Review not completed by BRMB and OBRM	-BRPC & BRMO to produce ad hoc reports, record data and information appropriately -Approved by BRMB and OBRM for LG	-Feedback from Council -Cost effective treatment works completed as a result of plan -Accurate and concise reporting
5 Yearly (Shire, DFES and OBRM)								

## Review of Assets Risk Assessments and Treatment Strategies

Annually, Biennial and 5 Yearly	-Shire of Carnamah CEO -LEMC -BFAC	All (1-5)	-Annual Meetings -Email as required -Telephone as required	-Review, Monitor and Reporting -Endorse risk assessments used -Compliance to plan and acceptance of risk	-BRPC -BRMO	-Poor reporting and recording of information -Limited feedback provided by BFAC, BFB and VFRS. -Annual Review not completed by BRMB and OBRM	-BRPC & BRMO to produce ad hoc reports, record data and information appropriately -Approved by BRMB and OBRM for LG	-Feedback from BFAC and LEMC -Cost effective treatment works completed -A reduction in bushfire risk within the Shire from the previous year
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## 2. Planning Area Map



Source: DFES Bush fire Risk Management System



### 3. Asset Risk Register

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCLB070	Economic	Critical Infrastructure	Airport 11277 Coolimba-Eneabba Rd ENEABBA	Rural agricultural Eneabba town east	CLB	Almost Certain	Minor	High	3D
CNMCLB071	Human Settlement	Residential	Lot 10248 Erindoon Rd ENEABBA	Rural pasture Eneabba south	CLB	Almost Certain	Minor	High	3D
CNMCLB075	Human Settlement	Residential	Illawong fishing village Indian Ocean Drive COOLIMBA	Coastal scrub Eneabba west	CLB	Likely	Major	Very High	2A
CNMCLB076	Human Settlement	Residential	Illawong fishing village (Sth) Indian Ocean Drive COOLIMBA	Coastal scrub Eneabba west	CLB	Likely	Major	Very High	2A
CNMCLB079	Economic	Commercial and Industrial	Coolimba Fishing Village Jetty COOLIMBA	Coastal scrub Eneabba west	CLB	Likely	Minor	Medium	4C
CNMCLB082	Human Settlement	Residential	Coolimba Fishing Village COOLIMBA	Coastal scrub Eneabba west	CLB	Likely	Major	Very High	2A
CNMCLB094	Human Settlement	Residential	Dumper Bay Fishing Village COOLIMBA	Coastal scrub Eneabba west	CLB	Likely	Major	Very High	2A
CNMCLB102	Human Settlement	Residential	North Coolimba Fishing Village COOLIMBA	Coastal scrub Eneabba west	CLB	Likely	Major	Very High	2A
CNMCLB337	Economic	Agricultural	(Homestead) Lot 10232 Brand Hwy ENEABBA	Rural scrub Eneabba town north	CLB	Almost Certain	Moderate	Very High	2C
CNMCLB339	Economic	Critical Infrastructure	Water Treatment Plant Brand Hwy ENEABBA	Rural scrub Eneabba town north	CLB	Almost Certain	Minor	High	3D
CNMCLB340	Human Settlement	Residential	(Homestead) Lot 10230 Brand Hwy ENEABBA	Rural scrub Eneabba town north	CLB	Almost Certain	Minor	High	3D
CNMCLB341	Economic	Critical Infrastructure	(Gas facility B - decommissioned) Lot 382 Brand Hwy ENEABBA	Rural scrub Eneabba south west	CLB	Almost Certain	Minor	High	3D
CNMCLB342	Economic	Critical Infrastructure	(Gas facility A - decommissioned) Lot 382 Brand Hwy ENEABBA	Rural scrub Eneabba south west	CLB	Almost Certain	Major	Extreme	1C

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCLB346	Economic	Critical Infrastructure	(Gas wells - decommissioned) Lot 11980 Coolimba Eneabba Rd ENEABBA	Rural scrub Eneabba south west	CLB	Almost Certain	Moderate	Very High	2C
CNMCLB347	Economic	Critical Infrastructure	(Gas Well - decommissioned) Lot 11983 Coolimba Eneabba Rd ENEABBA	Rural scrub Eneabba south west	CLB	Almost Certain	Moderate	Very High	2C
CNMCLB348	Economic	Critical Infrastructure	Parmelia gas pipeline "Compressor Station 1" Lot 11569 Brand Hwy ENEABBA	Rural scrub Eneabba north	CLB	Almost Certain	Moderate	Very High	2C
CNMCLB350	Economic	Agricultural	(Shed) Lot 10665 Erindoon Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB351	Economic	Agricultural	(Shed) Lot 8354 Coolimba Eneabba Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB352	Human Settlement	Residential	(Homestead) Lot 10247 Gould Simpson Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB353	Economic	Agricultural	(Sheds) Lot 1 Gould Simpson Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB354	Economic	Commercial and Industrial	(Sheds) Lot 10237 Rocky Spring Rd ENEABBA	Rural pasture Eneabba South	CLB	Possible	Minor	Low	5A
CNMCLB355	Human Settlement	Residential	Lot 1 Erindoon Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB356	Economic	Agricultural	(Shed) Lot 2 Coolimba Eneabba Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB357	Economic	Critical Infrastructure	Rail Depot Brand Hwy ENEABBA	Rural Eneabba town South	CLB	Almost Certain	Minor	High	3D
CNMCLB358	Human Settlement	Residential	Lot 2 Coolimba Eneabba Rd ENEABBA	Rural pasture Eneabba South	CLB	Almost Certain	Minor	High	3D
CNMCLB359	Human Settlement	Residential	(Homestead) Lot 10233 Coolimba Eneabba Rd ENEABBA	Rural pasture west Eneabba	CLB	Almost Certain	Minor	High	3D
CNMCLB373	Cultural	Local Heritage	Lake Indoon (06181) ENEABBA	Rural pasture Eneabba south	CLB	Almost Certain	Moderate	Very High	2C



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location: Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCLB392	Economic	Commercial and Industrial	Yarra Sands Coolimba Sand Pit COOLIMBA	Coastal Scrub Eneabba west	CLB	Unlikely	Minor	Low	5C
CNMCNB393	Environmental	Priority	Priority Species Area 1	Rural pasture Eneabba south	CLB	Likely	Minor	Medium	4C
CNMCLB394	Environmental	Priority	Priority Species Area 2	Coastal scrub Eneabba west	CLB	Likely	Minor	Medium	4C
CNMCLB395	Environmental	Protected	Ecological Communities Area 1	Rural scrub Eneabba south	CLB	Likely	Moderate	High	3A
CNMCNM104	Human Settlement	Residential	1-10 Lucas Dr CARNAMAH	Carnamah town centre	CNM	Likely	Moderate	High	3A
CNMCNM105	Human Settlement	Residential	Bowman St CARNAMAH	Carnamah town centre	CNM	Likely	Minor	Medium	4C
CNMCNM106	Human Settlement	Special Risk and Critical Facilities	Carnamah District High School 48 McPherson St CARNAMAH	Carnamah town east	CNM	Almost Certain	Moderate	Very High	2C
CNMCNM107	Human Settlement	Residential	58-61 Macpherson St CARNAMAH	Carnamah town east	CNM	Almost Certain	Moderate	Very High	2C
CNMCNM108	Human Settlement	Residential	Caravan Park 2 Niven Cres CARNAMAH	Carnamah town centre	CNM	Likely	Minor	Medium	4C
CNMCNM109	Cultural	Local Heritage	Recreation Centre / Showgrounds CARNAMAH	Carnamah town centre	CNM	Likely	Moderate	High	3A
CNMCNM110	Human Settlement	Residential	Lang Street CARNAMAH	Houses bordering Lang Street Carnamah town centre	CNM	Likely	Minor	Medium	4C
CNMCNM112	Human Settlement	Residential	28-30 Railway Ave CARNAMAH	Carnamah town north west	CNM	Likely	Major	Very High	2A
CNMCNM113	Human Settlement	Residential	38-54 Slater St CARNAMAH	Carnamah town west	CNM	Likely	Moderate	High	3A
CNMCNM114	Human Settlement	Residential	Donald Street x Slater Street CARNAMAH	Carnamah town centre	CNM	Likely	Major	Very High	2A

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM115	Human Settlement	Residential	Cooragabba x Railway x Slater x Donald CARNAMAH	Carnamah town west	CNM	Likely	Moderate	High	3A
CNMCNM116	Human Settlement	Residential	Wilson Street CARNAMAH	Carnamah town centre	CNM	Likely	Major	Very High	2A
CNMCNM117	Economic	Commercial and Industrial	Fuel Depot Midlands Rd X Carnamah Eneabba Rd CARNAMAH	Carnamah town centre	CNM	Likely	Major	Very High	2A
CNMCNM118	Economic	Commercial and Industrial	(LUA) Forrester Avenue CARNAMAH	Carnamah town centre	CNM	Likely	Minor	Medium	4C
CNMCNM119	Economic	Agricultural	CBH Grain terminal CARNAMAH	Carnamah town north west	CNM	Likely	Major	Very High	2A
CNMCNM120	Human Settlement	Residential	19 Parker Street CARNAMAH	RUI Carnamah west	CNM	Likely	Moderate	High	3A
CNMCNM121	Human Settlement	Residential	74 Carnamah Eneabba Rd CARNAMAH	RUI Carnamah west	CNM	Likely	Moderate	High	3A
CNMCNM122	Human Settlement	Residential	41 Inja Street CARNAMAH	RUI Carnamah west	CNM	Likely	Minor	Medium	4C
CNMCNM123	Human Settlement	Residential	101 & 127 Carnamah Eneabba Rd CARNAMAH	Rural pasture Carnamah west	CNM	Likely	Minor	Medium	4C
CNMCNM124	Economic	Commercial and Industrial	Lot 7086 Carnamah Eneabba Rd CARNAMAH	Rural pasture Carnamah west	CNM	Likely	Minor	Medium	4C
CNMCNM125	Human Settlement	Residential	Lot 10053 Brand Mudge Rd CARNAMAH	Rural pasture Carnamah south west	CNM	Likely	Minor	Medium	4C
CNMCNM126	Human Settlement	Residential	Lot 10054 Dawson Touche Road CARNAMAH	Rural pasture Carnamah south west	CNM	Likely	Major	Very High	2A
CNMCNM128	Economic	Agricultural	(Sheds) Lot 3 Winchester South Rd CARNAMAH	Rural pasture Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM129	Human Settlement	Residential	Lot 984 Mitchell Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Major	Very High	2A



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM130	Human Settlement	Residential	Lot 992 Reading Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Catastrophic	Extreme	1B
CNMCNM131	Economic	Agricultural	Lot 1621 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM132	Economic	Agricultural	Lot 987 Mitchell Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Minor	Medium	4C
CNMCNM133	Human Settlement	Residential	Lot 995 Reading Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM134	Human Settlement	Residential	Lot 4 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM135	Economic	Agricultural	Lot 6 Carnamah Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM136	Human Settlement	Residential	Lot 5 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Minor	Medium	4C
CNMCNM137	Human Settlement	Residential	Lot 100 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM138	Economic	Commercial and Industrial	BP Service Station Yarra St CARNAMAH	Carnamah town centre	CNM	Likely	Moderate	High	3A
CNMCNM139	Human Settlement	Residential	Lot 10 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM140	Economic	Agricultural	Lot 1663 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM141	Human Settlement	Residential	Lot 16 Back Inering Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM142	Human Settlement	Residential	Lot 101 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM143	Economic	Agricultural	Lot 1017 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM144	Economic	Agricultural	(Shed) Lot 3333 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM145	Human Settlement	Residential	Lot 7174 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Moderate	High	3A
CNMCNM146	Human Settlement	Residential	(Homestead) Lot 1030 Caron Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Minor	Medium	4C
CNMCNM147	Human Settlement	Residential	Wongyarra School (fmr) Caron Rd CARNAMAH	Rural pasture/scrub Carnamah north east	CNM	Likely	Catastrophic	Extreme	1B
CNMCNM148	Human Settlement	Residential	Lot 1613 Caron Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM149	Human Settlement	Residential	Lot 1619 Caron Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Minor	Medium	4C
CNMCNM150	Human Settlement	Residential	135 & 136 Carnamah-Perenjori CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Minor	Medium	4C
CNMCNM151	Economic	Agricultural	Lot 7183 Gangway Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM152	Human Settlement	Residential	Lot 945 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM153	Economic	Agricultural	Lot 1266 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM154	Economic	Agricultural	Lot 3516 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Unlikely	Minor	Low	5C
CNMCNM155	Human Settlement	Residential	Lot 7423 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Unlikely	Minor	Low	5C
CNMCNM156	Economic	Agricultural	(Shed) Lot 7175 Midlands Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM157	Economic	Agricultural	(Shed) Lot 7178 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM158	Human Settlement	Residential	Lot 1080 Turner Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Moderate	High	3A
CNMCNM159	Human Settlement	Residential	Lot 1082 Turner Rd CARNAMAH	Rural pasture Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM160	Human Settlement	Residential	473 Waters Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM161	Economic	Agricultural	Lots 1563 & 9 Waters Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM162	Economic	Agricultural	Lot 9 Waters Rd CARNAMAH	Rural Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM163	Economic	Agricultural	(Shed) Lot 1079 Turner Rd CARNAMAH	Rural Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM164	Human Settlement	Residential	Lots 956 & 957 Turner Rd CARNAMAH	Rural Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM165	Human Settlement	Residential	Lots 954 & 955 Bunjil-Carnamah Rd CARNAMAH	Rural Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM166	Human Settlement	Residential	Lot 6920 Midlands Rd CARNAMAH	Rural Carnamah north	CNM	Likely	Minor	Medium	4C
CNMCNM167	Human Settlement	Residential	Lot 1122 Carnamah-Perenjori Rd CARNAMAH	Rural Carnamah town site north east	CNM	Likely	Moderate	High	3A
CNMCNM168	Human Settlement	Residential	Lot 940 Midlands Rd CARNAMAH	Rural Carnamah town north	CNM	Likely	Moderate	High	3A
CNMCNM169	Human Settlement	Residential	Lot 2978 Midlands Rd CARNAMAH	Rural Carnamah town site north west	CNM	Likely	Moderate	High	3A
CNMCNM170	Economic	Critical Infrastructure	Airport Hangars CARNAMAH	Carnamah town north east	CNM	Likely	Minor	Medium	4C
CNMCNM171	Cultural	Recognised Heritage	Macpherson Homestead Lot 2 Bunjil-Carnamah Rd CARNAMAH	Rural Carnamah town site east	CNM	Likely	Moderate	High	3A

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM172	Human Settlement	Residential	Lot 9533 Bunjil-Carnamah Rd CARNAMAH	Rural Carnamah town site east	CNM	Likely	Major	Very High	2A
CNMCNM173	Economic	Critical Infrastructure	Water Tanks CARNAMAH	Carnamah town east	CNM	Likely	Minor	Medium	4C
CNMCNM174	Economic	Critical Infrastructure	Water facility CARNAMAH	Rural Carnamah town site east	CNM	Likely	Minor	Medium	4C
CNMCNM175	Human Settlement	Residential	Lot 7187 Bunjil-Carnamah Rd CARNAMAH	Rural Carnamah town site east	CNM	Likely	Major	Very High	2A
CNMCNM176	Human Settlement	Residential	Lot 1078 Bunjil-Carnamah Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM177	Economic	Agricultural	Lot 1216 Pope Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM178	Economic	Agricultural	Lot 1210 Bunjil-Carnamah Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM179	Human Settlement	Residential	Lot 1614 Bunjil-Carnamah Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM180	Human Settlement	Residential	Lot 9973 Bunjil-Carnamah Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM181	Human Settlement	Residential	Lot 1083 Bunjil-Carnamah Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM182	Economic	Agricultural	Lot 1529 Bunjil-Carnamah Rd CARNAMAH	Rural Carnamah town east	CNM	Likely	Minor	Medium	4C
CNMCNM183	Human Settlement	Residential	Lot 6922 Carnamah-Eneabba Rd CARNAMAH	Rural Carnamah town south west	CNM	Likely	Major	Very High	2A
CNMCNM184	Human Settlement	Residential	Lot 3328 Old Generation Rd CARNAMAH	Rural Carnamah town south	CNM	Likely	Minor	Medium	4C
CNMCNM185	Economic	Commercial and Industrial	Sand Pit Midlands Rd CARNAMAH	Rural Carnamah town south east	CNM	Likely	Moderate	High	3A



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM186	Human Settlement	Residential	Lot 1 Old Telegraph Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Major	Very High	2A
CNMCNM187	Economic	Agricultural	Lot 1221 Billeroo Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM188	Human Settlement	Residential	Lot 1580 Bradley Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Moderate	High	3A
CNMCNM189	Economic	Agricultural	Lot 1087 Billeroo Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM190	Human Settlement	Residential	Lot 1086 Billeroo Rd CARNAMAH	Rural pasture Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM191	Human Settlement	Residential	Lot 9969 Billeroo Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM192	Economic	Agricultural	Billeroo - Lot 1089 Rowland Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM193	Economic	Agricultural	Lot 1056 Old Telegraph Road CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM194	Economic	Agricultural	Lot 1074 Lawson Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM195	Human Settlement	Residential	Lot 1076 Lawson Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM196	Human Settlement	Residential	Lot 6925 Carnamah-Eneabba Rd CARNAMAH	Rural Carnamah town site south	CNM	Likely	Minor	Medium	4C
CNMCNM197	Economic	Agricultural	Lot 918 Old Telegraph Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM198	Economic	Agricultural	Lot 922 Lawson Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM199	Economic	Agricultural	(Shed) Lot 9970 Billeroo Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM200	Human Settlement	Residential	Lot 1214 Fowler Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM201	Economic	Agricultural	Lot 914 Midlands Road CARNAMAH	Rural Carnamah south east	CNM	Almost Certain	Minor	High	3D
CNMCNM202	Human Settlement	Residential	Lot 6928 Carnamah Eneabba Rd CARNAMAH	Rural Carnamah town south west	CNM	Likely	Moderate	High	3A
CNMCNM203	Human Settlement	Residential	Lot 2926 Midlands Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Moderate	High	3A
CNMCNM204	Human Settlement	Residential	Lot 916 Winchester East Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM205	Economic	Agricultural	Lot 1213 Fowler Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM206	Human Settlement	Residential	Lot 1419 Winchester East Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM207	Human Settlement	Residential	Lot 9971 Winchester East Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM208	Human Settlement	Residential	"Tandara" (Secondary House) Billeroo Coorow Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM209	Economic	Agricultural	50 Winchester East Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM210	Human Settlement	Residential	Lot 1307 Old Telegraph Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM211	Economic	Agricultural	Lots 3409 & 2916 Midlands Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Moderate	High	3A
CNMCNM212	Human Settlement	Residential	Lot 9918 West Yarra Rd CARNAMAH	Rural Carnamah west	CNM	Likely	Major	Very High	2A
CNMCNM213	Human Settlement	Residential	Lot 9992 Lucas Rokich Rd CARNAMAH	Rural Carnamah north west	CNM	Likely	Minor	Medium	4C



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM214	Economic	Agricultural	Lot 9920 Carnamar Eneabba Rd CARNAMAH	Rural Carnamah west	CNM	Likely	Moderate	High	3A
CNMCNM215	Human Settlement	Residential	Lot 912 Midlands Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM217	Economic	Agricultural	"Tandara" Billeroo Coorow Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM218	Human Settlement	Residential	Lot 1649 Tomkin Rd CARNAMAH	Rural pasture Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM219	Human Settlement	Residential	Lot 910 Midlands Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMCNM220	Human Settlement	Residential	Lot 9827 Winchester South Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM221	Economic	Agricultural	Lot 7921 (2) Pearce Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM222	Human Settlement	Residential	Lot 6652 Winchester South Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Major	Very High	2A
CNMCNM223	Economic	Agricultural	Lot 2 Winchester South Road CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM224	Economic	Agricultural	Lot 7203 Carnamah Eneabba Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM225	Human Settlement	Residential	Lot 10093 Carnamah Eneabba Rd CARNAMAH	Rural Carnamah west	CNM	Likely	Minor	Medium	4C
CNMCNM226	Human Settlement	Residential	Lot 7921 (Homestead) Pearce Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Moderate	High	3A
CNMCNM227	Economic	Agricultural	Lot 7921 (3) Pearce Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM228	Economic	Agricultural	Lot 10093 Brand Mudge Rd CARNAMAH	Rural Carnamah west	CNM	Likely	Minor	Medium	4C

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM229	Human Settlement	Residential	Lot 9919 Carnamar Eneabba Rd CARNAMAH	Rural Carnamah west	CNM	Likely	Minor	Medium	4C
CNMCNM230	Economic	Agricultural	Lot 10965 Winchester South Rd CARNAMAH	Rural Carnamah west	CNM	Likely	Minor	Medium	4C
CNMCNM320	Economic	Agricultural	Lot 7921 Pearce Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM361	Economic	Critical Infrastructure	Communications Site 30700 Radhill Rd CARNAMAH	Rural Carnamah town west	CNM	Likely	Moderate	High	3A
CNMCNM362	Economic	Critical Infrastructure	Communications Site 6517001 Old Telegraph Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Moderate	High	3A
CNMCNM363	Economic	Critical Infrastructure	Communications Site 6517003 Bunjil Carnamah Rd CARNAMAH	Rural Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM365	Economic	Critical Infrastructure	Telstra Substation Slater St CARNAMAH	Carnamah town north west	CNM	Likely	Minor	Medium	4C
CNMCNM367	Cultural	Local Heritage	Anglican Church CARNAMAH	Carnamah town central	CNM	Likely	Minor	Medium	4C
CNMCNM368	Human Settlement	Residential	Headmasters House (fmr) 31 Railway Av CARNAMAH	Carnamah town north west	CNM	Likely	Moderate	High	3A
CNMCNM369	Economic	Commercial and Industrial	32 Railway Ave CARNAMAH	Carnamah town north west	CNM	Likely	Minor	Medium	4C
CNMCNM374	Environmental	Locally Important	Yarra Yarra Lakes CARNAMAH	Rural Carnamah North	CNM	Likely	Minor	Medium	4C
CNMCNM378	Cultural	Other	Catholic Church CARNAMAH	Carnamah town centre	CNM	Unlikely	Minor	Low	5C
CNMCNM379	Human Settlement	Residential	6 Slater St CARNAMAH	Carnamah town west	CNM	Likely	Moderate	High	3A
CNMCNM380	Human Settlement	Residential	Lot 9874 Winchester South Rd CARNAMAH	Rural Carnamah south	CNM	Likely	Major	Very High	2A



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMCNM381	Human Settlement	Residential	Lot 1047 Carnamah-Perenjori Rd CARNAMAH	Rural Carnamah town north east	CNM	Likely	Moderate	High	3A
CNMCNM382	Human Settlement	Residential	45 Slater Street CARNAMAH	Carnamah town west	CNM	Likely	Major	Very High	2A
CNMCNM383	Human Settlement	Residential	35 Martin Rd CARNAMAH	Rural Carnamah town south west	CNM	Likely	Moderate	High	3A
CNMCNM384	Economic	Agricultural	149 Carnamah Eneabba Rd CARNAMAH	Rural Carnamah town south west	CNM	Likely	Minor	Medium	4C
CNMCNM385	Economic	Commercial and Industrial	153 Railway Avenue CARNAMAH	RUI Carnamah south west	CNM	Likely	Minor	Medium	4C
CNMCNM386	Economic	Commercial and Industrial	Rubbish tip/Recycling Centre CARNAMAH	Carnamah town south	CNM	Likely	Minor	Medium	4C
CNMCNM387	Human Settlement	Residential	Carnamah Town Centre	Carnamah town centre	CNM	Likely	Minor	Medium	4C
CNMCNM388	Economic	Critical Infrastructure	Communications Site 9023453 DGPS Site Pope Road CARNAMAH	Rural Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM389	Economic	Critical Infrastructure	Communications Site 600587 CARNAMAH Telstra Exchange EAST CARNAMAH	Rural Carnamah east	CNM	Likely	Minor	Medium	4C
CNMCNM390	Human Settlement	Residential	Lot 10055 Dawson Touche Rd CARNAMAH	Rural pasture Carnamah south	CNM	Likely	Minor	Medium	4C
CNMCNM391	Human Settlement	Residential	102 Carnamah-Perenjori Rd CARNAMAH	Rural pasture Carnamah north east	CNM	Likely	Moderate	High	3A
CNMCNM393	Cultural	Local Heritage	(Cemetery) Winchester East Rd CARNAMAH	Rural Carnamah south east	CNM	Likely	Minor	Medium	4C
CNMENB007	Human Settlement	Residential	White Court ENEABBA	Eneabba town south	ENB	Almost Certain	Major	Extreme	4A
CNMENB010	Human Settlement	Residential	Cooper St & White Ct x Morgan St ENEABBA	Eneabba town south east	ENB	Almost Certain	Moderate	Very High	4A

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMENB017	Human Settlement	Residential	Morgan Street ENEABBA	Houses adjoining Morgan Street Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB020	Human Settlement	Residential	Mcgowan Place ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB022	Economic	Commercial and Industrial	20-26 King St ENEABBA	Business's Eneabba town centre	ENB	Almost Certain	Minor	High	5A
CNMENB025	Human Settlement	Residential	28 King Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB026	Human Settlement	Residential	30-32 King Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB028	Human Settlement	Residential	King x Gooch Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB030	Human Settlement	Residential	15 & 16 Brimson / Draper Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB031	Human Settlement	Residential	38 King Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB032	Economic	Critical Infrastructure	Water Treatment Plant ENEABBA	RUI Eneabba east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB033	Economic	Critical Infrastructure	Communications Site ABC TV Mineral Sands Rd ENEABBA	RUI Eneabba east	ENB	Almost Certain	Minor	High	3D
CNMENB035	Human Settlement	Residential	10 Brimson Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	2C
CNMENB036	Human Settlement	Residential	Brimson St X Dewar St ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB043	Human Settlement	Residential	13 King Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	3D
CNMENB048	Human Settlement	Residential	24 White Court ENEABBA	Eneabba town centre	ENB	Almost Certain	Major	Extreme	1C



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMENB049	Human Settlement	Residential	20 & 22 White Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Major	Extreme	1C
CNMENB051	Human Settlement	Residential	18 White Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	2C
CNMENB053	Human Settlement	Special Risk and Critical Facilities	Nursing Post ENEABBA	Nursing Post Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB054	Human Settlement	Residential	Nairn Court ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	2C
CNMENB057	Human Settlement	Residential	17 Cooper Street ENEABBA	Eneabba town centre	ENB	Almost Certain	Minor	High	3D
CNMENB059	Cultural	Local Heritage	Primary School Dewar St ENEABBA	Eneabba town centre	ENB	Almost Certain	Minor	High	3D
CNMENB060	Human Settlement	Residential	School Teachers House 5 Dewar St ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	3D
CNMENB067	Economic	Critical Infrastructure	Emergency Service Complex 383 Eneabba Dr ENEABBA	Eneabba town centre	ENB	Almost Certain	Minor	High	3D
CNMENB068	Human Settlement	Residential	6 Newman St ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	2C
CNMENB069	Economic	Commercial and Industrial	Business's Johnson X Eneabba Dve ENEABBA	Eneabba town centre	ENB	Almost Certain	Minor	High	3D
CNMENB231	Human Settlement	Residential	Lot 10228 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north	ENB	Almost Certain	Moderate	Very High	2C
CNMENB232	Economic	Commercial and Industrial	Mine Site (Nth) Second North Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB233	Human Settlement	Residential	Lot 10226 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB234	Economic	Agricultural	Shed1 Lot 7565 Brand Mudge Rd CARNAMAH	Rural Carnamah north west	ENB	Likely	Minor	Medium	4C

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMENB235	Economic	Agricultural	Shed (2) Lot 7565 Brand Mudge Rd CARNAMAH	Rural Carnamah north west	ENB	Likely	Minor	Medium	4C
CNMENB236	Economic	Commercial and Industrial	Mine Site Eneabba Three Springs Rd ENEABBA	Rural Eneabba north	ENB	Almost Certain	Minor	High	3D
CNMENB237	Economic	Commercial and Industrial	(Sheds) Lot 10221 Eneabba Three Springs Road ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB238	Human Settlement	Residential	"Jojoba" Homestead Lot 10222 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB239	Human Settlement	Residential	"Jojoba" House Lot 10222 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB240	Human Settlement	Residential	"Jojoba" Homestead (2) Lot 10222 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB241	Human Settlement	Residential	"Udale" Homestead Lot 10592 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Likely	Catastrophic	Extreme	1B
CNMENB242	Human Settlement	Residential	(Homestead) Lot 10241 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Likely	Minor	Medium	4C
CNMENB243	Human Settlement	Residential	(Homestead) Lot 9737 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Likely	Minor	Medium	4C
CNMENB244	Human Settlement	Residential	"Eneabba Springs" Homestead Lot 6214 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Likely	Minor	Medium	4C
CNMENB245	Economic	Agricultural	(Sheds) Lot 10426 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Likely	Minor	Medium	4C
CNMENB246	Human Settlement	Residential	"Yarralong" Lot 10427 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Likely	Minor	Medium	4C
CNMENB247	Human Settlement	Residential	"Illyjarrie" Lot 9921 Carnamah Eneabba Rd CARNAMAH	Rural Eneabba north east	ENB	Likely	Moderate	High	3A
CNMENB248	Economic	Agricultural	(Shed) Lot 10125 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMENB249	Human Settlement	Residential	(Homestead) Lot 10885 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB250	Human Settlement	Residential	(Homestead) Lot 10242 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB251	Human Settlement	Residential	(Homestead) Lot 10890 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB252	Economic	Commercial and Industrial	Iluka Resources Mine Site (fmr) ENEABBA	Rural Eneabba south	ENB	Almost Certain	Moderate	Very High	2C
CNMENB308	Economic	Critical Infrastructure	High Voltage Overhead Transmission Lines east ENEABBA	Rural Eneabba east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB309	Human Settlement	Residential	(Homestead) Lot 10126 Carnamah Eneabba Rd ENEABBA	Rural Eneabba east	ENB	Almost Certain	Minor	High	3D
CNMENB310	Economic	Agricultural	(Sheds) (2) Lot 20 Eneabba Three Springs Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB311	Economic	Agricultural	(Sheds) Lot 10885 Carnamah Eneabba Rd ENEABBA	Rural Eneabba north east	ENB	Almost Certain	Minor	High	3D
CNMENB313	Economic	Commercial and Industrial	Iluka Resources Mine Site (NTH) (fmr) ENEABBA	Rural Eneabba town south east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB314	Economic	Agricultural	(Sheds) Lot 20 Eneabba Three Springs Rd ENEABBA	Rural Eneabba east	ENB	Almost Certain	Minor	High	3D
CNMENB315	Economic	Critical Infrastructure	Communications Site - 6518002 Ocean Hill ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Moderate	Very High	2C
CNMENB316	Human Settlement	Residential	"Elliotts Place" Homestead Lot 10843 Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Likely	Major	Very High	2A
CNMENB317	Human Settlement	Residential	(Homestead) Lot 10246 Rose Thomson Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB318	Human Settlement	Residential	(House) Lot 10884 Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMENB319	Economic	Agricultural	(Sheds) Lot 10882 Brand Mudge Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB321	Economic	Agricultural	(Shed) Lot 10884 Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Likely	Minor	Medium	4C
CNMENB322	Economic	Agricultural	(Sheds) Lot 10845 Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB323	Economic	Agricultural	(Sheds) Lot 10881 Brand Mudge Rd CARNAMAH	Rural scrub Eneabba south east	ENB	Likely	Minor	Medium	4C
CNMENB324	Economic	Agricultural	Lot 10880 Chatfield Clarke Rd CARNAMAH	Rural Eneabba south east	ENB	Likely	Moderate	High	3A
CNMENB325	Human Settlement	Residential	"Grassmoor" 31 Rose Thomson Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB326	Economic	Critical Infrastructure	Dampier to Bunbury Gas Pipeline facility Rose Thomson Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Major	Extreme	1C
CNMENB327	Human Settlement	Residential	Lot 10879 Chatfield Clarke Rd ENEABBA	Rural Eneabba south east	ENB	Likely	Minor	Medium	4C
CNMENB328	Human Settlement	Residential	Lot 10849 Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Likely	Major	Very High	2A
CNMENB329	Human Settlement	Residential	"Noonoombah" Lot 10846 (House) Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Likely	Catastrophic	Extreme	1B
CNMENB330	Economic	Agricultural	"Noonoombah" Lot 10846 (Sheds) Garibaldi Willis Rd ENEABBA	Rural Eneabba south east	ENB	Likely	Moderate	High	3A
CNMENB331	Economic	Agricultural	Lot 10883 Chatfield Clarke Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB332	Human Settlement	Residential	Lot 10887 Chatfield Clarke Rd ENEABBA	Rural Eneabba east	ENB	Likely	Catastrophic	Extreme	1B
CNMENB333	Economic	Agricultural	Lot 10886 Carnamah Eneabba Road ENEABBA	Rural Eneabba east	ENB	Almost Certain	Minor	High	3D



Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMENB334	Economic	Agricultural	Lot 10847 Rose Thompson Road ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB335	Human Settlement	Residential	"Patricia Downs Farm" Lot 10878 Garibaldi Wills Rd ENEABBA	Rural Eneabba south east	ENB	Almost Certain	Minor	High	3D
CNMENB336	Human Settlement	Residential	Lot 10891 Eneabba Three Springs Road ENEABBA	Rural Eneabba north east	ENB	Possible	Minor	Low	5A
CNMENB364	Economic	Critical Infrastructure	Communications Site 6517005 Carnamah Eneabba Rd CARNAMAH	Rural Eneabba south east	ENB	Likely	Minor	Medium	4C
CNMENB365	Economic	Critical Infrastructure	Communications Site 6518001 Telstra Exchange ENEABBA	Eneabba town centre	ENB	Almost Certain	Moderate	Very High	4A
CNMENB366	Economic	Critical Infrastructure	Communications Site 6518005 Brand HWY ENEABBA	Iluka Resources Mine - Southern Administration Building south Eneabba	ENB	Possible	Minor	Low	5A
CNMENB371	Cultural	Other	Tathra National Park - 18736 South	Rural Eneabba east	ENB	Likely	Major	Very High	2A
CNMENB372	Cultural	Other	Tathra National Park - 18736 North	Rural Eneabba east	ENB	Likely	Major	Very High	2A
CNMENB375	Economic	Tourist and Recreational	Golf Course ENEABBA	Eneabba town west	ENB	Almost Certain	Minor	High	3D
CNMENB376	Economic	Tourist and Recreational	Recreation Centre ENEABBA	Eneabba town west	ENB	Almost Certain	Minor	High	3D
CNMENB377	Human Settlement	Residential	Clark Place ENEABBA	Eneabba town centre	ENB	Almost Certain	Major	Extreme	4A
CNMENB390	Economic	Agricultural	"Cundalippy" Homestead Lot 10245 Rose Thomson Rd ENEABBA	Rural east Eneabba	ENB	Almost Certain	Moderate	Very High	2C
CNMENB391	Human Settlement	Residential	"Glen-Burnie" Homestead Lot 10831 Rose Thomson Rd ENEABBA	Rural Eneabba south	ENB	Likely	Minor	Medium	4C
CNMENB392	Human Settlement	Residential	"Inamess" Homestead Lot 10842 Carnamah Eneabba Rd ENEABBA	Rural Eneabba east	ENB	Likely	Minor	Medium	4C

Asset ID	Asset Category	Asset Sub Category	Asset Name	Location Description	Planning Area	Likelihood	Consequence	Risk Rating	Priority
CNMEMB393	Human Settlement	Residential	Mining Camp ENEABBA	Eneabba town centre	ENB	Almost Certain	Major	Extreme	2C
CNMEMB396	Environmental	Protected	Ecological Communities Area 2	Rural scrub Eneabba east	ENB	Almost Certain	Moderate	Very High	2C

#### 4. Treatment Schedule

Priority	Asset ID	Asset Name	Asset Category	Treatment Strategy	Treatment Type	Treatment Objective	Treatment Manager	Responsible Person	Date Scheduled	Season	Year of Works	Completed



## 5. Local Government (LG) – Wide Controls, Multi-Agency Treatment Work Plan

Control	Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments
1	Shire of Carnamah, Local Firebreak and Bush Fire Control ( <i>Bush Fires Act 1954</i> )	LG	Land owners	Delivered annually normally with rates notice and advertised in local newspapers. Non-compliance may result in the issuing of Fines and/or Invoices for works undertaken to ensure compliance in accordance with the <i>Bush Fires Act 1954</i> (Section 33).
2	Shire of Carnamah, Prohibited, Restricted burning Times and Total Fire Bans. Bush Fire Control ( <i>Bush Fires Act 1954</i> )	LG, DFES	Land owners, Community	Prohibited and restricted burn periods are designed to reduce the risk during the Bushfire Season. Notice reviewed annually and dates can be subject to change as required by the Shire. Total Fire Bans are issued by DFES subject to weather conditions.
3	Shire of Carnamah mitigation works	LG	LG, Community	Work includes, slashing, spraying and other mechanical treatments.
4	DFES UCL/UMR land management	DFES	P&W, LG, Fire brigades, VFRS	The Budgeting being developed to include mitigating risk on UCL/UMR.
5	Parks and Wildlife (P&W) Annual Burn Plans	P&W	Local brigades, DFES, LG	The plan will be provided and will; be accessible by sharing shape files (GIS) and are communicated at Local BFAC and other various meetings.
6	Parks and Wildlife mitigation works	P&W	DFES, LG	No formal plan exists however, works are completed as required, upon request or when identified.
7	Public preparedness education campaigns	LG	LG, DFES, Community Groups	Street meets and property assessments in high risk areas around town sites.
8	Harvest and Vehicle Movement Bans	LG	Land owners, Community	Enforced during the Bushfire Season in accordance with the <i>Bush Fires Act 1954</i> (Section 27).