



Ordinary Council Meeting

***Attachment Booklet
May 2025***

ATTACHMENT BOOKLET – MAY 2025

Item	Description
8.1	Ordinary Council Meeting Minutes – 22 April 2025
8.2	Agenda Forum Notes – 20 May 2025
FIN 01-05/25	Accounts for Payment – April 2025
FIN 02-05/25	Monthly Financial Statements for the Period Ended 31 March 2025
FIN 03-05/25	Statement of Objects and Reasons 2025/26
COM 01-05/25	Attachment 1 – Local Planning Policy: Advertising Signs Attachment 2 – Activities and Trading in Thoroughfares and Public Places Local Law 2000
DEV 01-05/25	April 2025 Development Delegated and Authorised Authority Report
DEV 02-05/25	Attachment 1 – Subdivision Plan Attachment 2 – Road Naming Plan
CEO 01-05/25	Bushfire Risk Management Plan 2025/30
10.6.1	Audit Committee Meeting Minutes – 13 May 2025



Ordinary Council Meeting

27 May 2025

Item 8.1

Ordinary Council Meeting
Minutes – 22 April 2025

MINUTES

ORDINARY COUNCIL MEETING Tuesday 22 April 2025



I certify that this copy of the Minutes is a true and
correct record of the meeting held on
Tuesday, 22 April 2025

Signed:
Presiding Elected Member

27 May 2025

Date:

Disclaimer

The Shire of Irwin:

- advises that the purpose of an Ordinary Council Meeting is to discuss and, where possible, make resolutions about items appearing in the agenda. No person should rely or act on the basis of any decision, advice or information provided by an Elected Member or Officer, or on the content of any discussion occurring during the course of the meeting. No person should rely on the decisions made by Council until formal written advice of the Council is received by that person.
- expressly disclaims any liability for any loss or damage whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Agenda Forums, Council or Committee Meetings.
- disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision in the audio recording. Council minutes provide the definitive record of Council's resolutions.

Nature of Council's Role in Decision Making

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws and local planning schemes.
Review	When Council reviews decisions made by Officers.
Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

By allocating these roles, the Shire ensures that the Council's decision-making is structured and aligned with its legal responsibilities, allowing it to effectively govern, serve its community, and maintain compliance with applicable laws.

Notes for Members of the Public

Audio Recordings

This Meeting will be audio recorded. The recording will be made publicly available on the Shire's website within ten (10) days of the meeting being held.

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MINUTES

of the

ORDINARY COUNCIL MEETING

22 April 2025

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open and advised attendees that the meeting would be audio recorded for record keeping purposes. The Shire President then welcomed Councillors, Staff and Members of the Gallery and declared the Meeting open at 6.00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members

Councillor M Leonard
Councillor B Wyse
Councillor I Scott
Councillor E Tunbridge
Councillor P Summers
Councillor A J Gillam

President
Deputy President

Staff

Mr S D Ivers
Mr M Connell
Ms S Mearns

Chief Executive Officer
Manager Development
Executive Assistant (Via Zoom)

Guests

Mr Michael Liprino

Representative – Office Attorney General

Apologies

Councillor J Melsom
Mr S Stubbs
Ms F Boksmati
Mr M Jones
Miss P Machaka

Community Emergency Services Manager
Acting Manager Community Services
Manager Operations
Manager Finance

Approved Leave of Absence

Nil

Gallery

Mr Tim Smith
Mr John Rossiter

The Shire President obtained verbal consensus to proceed with Item CEO 02-04/25 (Meeting with Council's Appointed Auditor) as the next order of business due to time limitations.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Question 1: Mrs W Bishop, Port Denison

There have been some changes with regards to funerals taking place on the Foreshore. Why have those changes taken place and why were we charged for the use of the Foreshore?

Response: The Shire understands that this is a difficult time for you and appreciates the effort to attend a Council Meeting and present your concerns. The Shire does not object to a funeral being held on its Foreshore or a hearse being present and does not charge a venue hire fee for the use of public open spaces for funerals. The Shire's preference is that caskets stay in the hearse given the Foreshore is a premier public open space, but in your case it was permitted out of respect to you, your family, relatives and friends. The absence of a specific Council Policy has led to confusion, which Councillors have taken this onboard and will develop a Policy for Funeral Consultants to create clarity for future funerals at this location.

Question 2: Mr J Rossiter, Port Denison

Where is the (Josh Byrne & Associates) Foreshore Master Plan located on the Shire's website as previous email requests to be provided with the location of the Plan had elicited no response.

Response: An email received on 24 January 2025 at 3.21pm from Mr Rossiter was responded to by the Shire's Executive Assistant at 3.41pm on the same day with the following information:

Thank you for your email Mr Rossiter.

The plan can be located on the Shire of Irwin website www.irwin.wa.gov.au under:

- Development*
- Planning*
- Strategic Planning*

The Port Denison Foreshore Masterplan is the second last plan on the list.

Question 3: Mrs C Zaharopoulos, Seaspray Caravan Park Cafe

Would the Shire reconsider the removal of advertising signage previously located at the intersection of Moreton Terrace and Hunts Road and that signage be re-instated?

Response: The Shire has contacted the affected businesses and currently working on a solution.

4. PUBLIC QUESTION TIME

Question 1: Mr J Rossiter, Port Denison

Why are we being provided with only under 7 year old playgrounds? The last three playgrounds (installed) are for young children only.

Response: Council has placed greater emphasis on developing playgrounds tailored to younger children, especially along the foreshore, recognising that older youth have access to alternative recreational activities such as fishing and other water sports.

Question 2: Mr J Rossiter, Port Denison

Why is the Shire installing high, non mountable kerbing in Port Denison?

Response: Question taken on notice.

Question 3: Mr J Rossiter, Port Denison

Why are the tap tops now locked at Shire amenities?

Response: The Shire President explained that the taps had been upgraded as a proactive measure to safeguard Shire assets, ensuring they are better protected against potential acts of vandalism.

Question 4: Mr T Smith, Port Denison – President Dongara Horseriding Club

Can the Council please provide an update on the draft hire agreement with the Dongara Irwin Race Club?

Response: The CEO confirmed that Shire Officers are currently working with the Dongara Irwin Race Club with regards to the hire agreement.

5. DECLARATIONS OF INTEREST

The Chief Executive Officer advised that a Declaration of Interest was received as listed below:

Councillor	Agenda Item	Disclosure
Cr Tunbridge	10.6.1 – CASE Committee Recommendation	Financial

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS AND DEPUTATIONS

Nil

8. CONFIRMATION OF MINUTES AND TABLING OF AGENDA FORUM NOTES

8.1 Minutes of the Ordinary Council Meeting held 25 March 2025

The Minutes of the Ordinary Council Meeting held 25 March 2025 are included in the *Attachment Booklet – April 2025*.

COUNCIL DECISION		010425
MOVED: Cr Summers		SECONDED: Cr Gillam
That Council confirms the Minutes of the Ordinary Council Meeting held 25 March 2025.		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

8.2 Agenda Forum Notes – 15 April 2025

At the Agenda Forum held 15 April 2025, Shire Officers presented background information and answered questions on items to be considered at the April 2025 Ordinary Council Meeting.

Notes from the Agenda Forum are included in the *Attachment Booklet – April 2025*.

COUNCIL DECISION		020425
MOVED: Cr Scott		SECONDED: Cr Wyse
That Council confirms the Notes of the Agenda Forum held 15 April 2025.		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

8.3 Audit Committee Meeting Minutes

The Shire President obtained verbal consensus to proceed with Item 10.6.2 to allow for Council to endorse the Audit Committee Meeting Minutes prior to approving the CEO 01-04/25 Compliance Audit Return for 2024.

10.6.2 Audit Committee Meeting

The Minutes of the Shire of Irwin Audit Committee Meeting held 8 April 2025 have been provided as Attachment 10.6.2 in Attachment Booklet – April 2025.

COUNCIL DECISION		030425
MOVED: Cr Scott		SECONDED: Cr Gillam
That Council by Simple Majority receives the minutes of the Shire of Irwin Audit Committee Meeting held 8 April 2025.		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Resultant from the Audit Committee Meeting held 8 April 2025, the following recommendation is presented to Council.

COUNCIL DECISION		040425
MOVED: Cr Wyse		SECONDED: Cr Summers
That Council review and adopt the Shire of Irwin’s Compliance Audit Return for the period 1 January 2024 to 31 December 2024 at the 22 April 2025 Ordinary Council Meeting.		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

25 March 2025	Shire President and CEO attended a meeting with Yamatji Southern Regional Corporation
27 March 2025	Shire President and CEO met with Strike Energy
1 April 2025	Shire President and CEO attended monthly meeting with Midwest Development Commission
1 April 2025	CEO met with WALGA for the annual member engagement meeting
6 April 2025	Shire President attended the 2025 Golf Club presentations
7 April 2025	Cr Gillam and the CEO attended the Midwest RRG Meeting in Geraldton
11 April 2025	Shire President attended DDHS ANZAC Day event
12 April 2025	Shire President attended the Sikh Lane opening event

10. REPORTS OF OFFICERS AND COMMITTEES

10.1 Finance Reports

FIN 01-04/25 Accounts for Payment – March 2025	
Author:	S Clarkson, Senior Finance Officer
Responsible Officer:	P Machaka, Manager Finance
File Reference:	2.0057
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council to receive the list of accounts paid under delegated authority during March 2025.

COUNCIL DECISION		050425																												
MOVED: Cr Summers		SECONDED: Cr Scott																												
That Council, by Simple Majority, receives the Accounts paid during March 2025 as contained in FIN 01-04/25 Attachment 1 of the Attachment Booklet – April 2025 represented by:																														
<table><tr><th>Payment Type/Numbers</th><th>Total Amount</th></tr><tr><td>EFT 33282 – 33457</td><td>\$807,677.45</td></tr><tr><td>Muni Cheques – 32230 – 32232</td><td>\$100,654.56</td></tr><tr><td>Direct Debit – Telstra</td><td>\$5,902.05</td></tr><tr><td>Direct Debit – WA Treasury Corporation</td><td>\$34,472.51</td></tr><tr><td>Direct Debit – Credit Card</td><td>\$13,948.86</td></tr><tr><td>Direct Debit – N-Able Pty Ltd</td><td>\$1,118.50</td></tr><tr><td>Direct Debit – Australian Phone Company</td><td>\$225.23</td></tr><tr><td>Direct Debit – Telair Pty Ltd</td><td>\$2,449.91</td></tr><tr><td>Direct Debit – Rental Charges</td><td>\$4,600.00</td></tr><tr><td>Direct Debit – Insurance Premium Repayments</td><td>\$45,929.65</td></tr><tr><td>Direct Debit – Vestone Capital Pty Ltd</td><td>\$10,554.20</td></tr><tr><td>Direct Debit – Superannuation</td><td>\$58,390.08</td></tr><tr><td>Grand Total</td><td>\$1,085,923.00</td></tr></table>		Payment Type/Numbers	Total Amount	EFT 33282 – 33457	\$807,677.45	Muni Cheques – 32230 – 32232	\$100,654.56	Direct Debit – Telstra	\$5,902.05	Direct Debit – WA Treasury Corporation	\$34,472.51	Direct Debit – Credit Card	\$13,948.86	Direct Debit – N-Able Pty Ltd	\$1,118.50	Direct Debit – Australian Phone Company	\$225.23	Direct Debit – Telair Pty Ltd	\$2,449.91	Direct Debit – Rental Charges	\$4,600.00	Direct Debit – Insurance Premium Repayments	\$45,929.65	Direct Debit – Vestone Capital Pty Ltd	\$10,554.20	Direct Debit – Superannuation	\$58,390.08	Grand Total	\$1,085,923.00	
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VOTING DETAILS:		CARRIED: 6/0																												
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers																													
Against:	Nil																													

Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of March 2025.

Officer's Comment:

Nil

Consultation:

Nil

Statutory Environment:

The *Local Government (Financial Management) Regulations 1996* provides as follows:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared*

- (a) *the payee's name;*
- (b) *the amount of the payment;*
- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*

(3) *A list prepared under sub-regulation (1) or (2) is to be —*

- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) *recorded in the minutes of that meeting.*

Policy Implications:

Under Delegation CEO101 Council has delegated authority to the Chief Executive Officer to authorise payments from the municipal or trust fund.

Financial/Resource Implications:

Nil

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – April 2025

FIN01-04/25 Attachment 1: Accounts for Payment – March 2025

FIN 02-04/25 Monthly Financial Statements – February 2025	
Author:	P Machaka, Manager Finance
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	2.0057
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council to consider and receive the Monthly Financial Statements for the period 1 July 2024 to 28 February 2025.

COUNCIL DECISION		060425
MOVED: Cr Gillam		SECONDED: Cr Tunbridge
<p>That Council, by Simple Majority, receives the Monthly Financial Statements for the period 1 July 2024 to 28 February 2025 as contained in FIN04 04/25 Attachment 2 of the Attachment Booklet – April 2025.</p>		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

The Monthly Financial Statements to 28 February 2025 are prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* and includes the following statutory reports:

- Statement of Financial Activity by Nature
- Statement of Financial Position
- Explanation of Material Variances
- Net Current Funding Position

The Statements also include various other financial information not required by legislation, but for Council information.

Officer's Comment:

The financial position to the end of February 2025 is detailed in the attached report and summarised as per below:

28/02/2025		YTD Budget	YTD Actual		Variance YTD to Budget
Operating Revenue		9,736,563	9,787,174		1%
Operating Expenditure		(9,418,228)	(9,723,759)		3%
Net Operating		318,335	63,415		
Non-Operating Revenue		173,000	172,970		0%
Non-Operating Expenditure		(1,554,247)	(1,494,227)		-4%
Net Non-Operating		(1,381,247)	(1,321,257)		
Cash at Bank			2,641,067		
Cash at Bank Restricted			620,377		
Reserve Bank			1,337,038		
Total Cash Funds			4,598,482		

Consultation:

Nil

Statutory Environment:*Local Government Act 1995*

- *Section 6.4 Financial report*

Local Government (Financial Management) Regulations

- *Section 34 Financial activity statement report provides as follows:*

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing -*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in sub-regulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity must be shown according to the nature classification.*
- (4) *A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be -*
 - (a) *presented to the council - at an ordinary meeting of the council within 2 months after the end of month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*

Policy Implications:

Nil

Financial/Resource Implications:

Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month.

Strategic Implications:

Our Brilliant Future - Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – April 2025

FIN02-04/25 Attachment 2: Financial Statements for the Period Ended 28 February 2025

10.2 Community Services Reports

COM 01-04/25 Foreshore Drift and Stunts Event proposal	
Author:	F Boksmati, Acting Manager Community Services
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	2.00046
Council Role:	Executive
Voting Requirements:	Absolute Majority

Report Purpose:

For Council to support the proposed Foreshore Drift and Stunt event to be held on Saturday 20 September 2025 on the Port Denison Foreshore, commencing at 9am to approximately 4pm, as the alternative to the Denison Foreshore Sprint event for 2025.

COUNCIL DECISION		070425
MOVED: Cr Wyse		SECONDED: Cr Summers
That Council by Absolute Majority:		
<ol style="list-style-type: none"> Supports the proposed Foreshore Drift and Stunt event to be held on Saturday 20 September 2025 on the Port Denison Foreshore, as the acceptable alternative to the Denison Foreshore Sprint event for 2025. Supports the event's delivery by committing the necessary budget from the 2025/26 Financial Year, estimated to be between \$70,000 to \$80,000 not including in-kind commitments. 		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

The Denison Foreshore Sprint and Mid West Show and Shine event is every car lovers dream event, inaugurated onto the Irwin Event calendar in 2016. It's unique delivery and event setting on the foreshore proving popular for participants and spectators alike and supported its presentation as an annual event.

The event spans the entirety of the Marina Foreshore with the Denison Foreshore Sprint component being a single car timed experience, involving vehicles launching from a standing start and navigating the pre-determined 2.5km foreshore track. On the northern end of the foreshore is the Midwest Show 'n Shine car display. Connecting the two events is a range of food and drink vendors, kids' activities and entertainment, and local community groups fundraising stalls and exhibits. The event along the foreshore attracts motoring and non-motoring enthusiasts from all over the state making this Dongara-Port Denison's largest event, attracting an estimated 7000 people each year since 2022.

Prior to setting the 2024-25 budget for the Port Denison Foreshore Sprint, Council requested a full review of the event's safety and finances with the results to be presented back to Council for their consideration. As a result of this review, safety requirements, insurance compliance and liability were highlighted as major concerns resulting in the 2024 event being cancelled.

Officer's Comment:

Since the 2024 decision was made to postpone the event, Shire officers have been working to resolve the safety and insurance compliance requirements, but unfortunately a resolution will not be reached in time for the 2025 event.

The Shire recognises the importance of this event to its community and particularly local businesses.

To this end, the Shire has opted to investigate delivering an equally exciting alternative event to the Foreshore Sprint for 2025 that could follow in the motor-sporting theme and while also addressing any safety and insurance concerns. It was decided to address the safety and insurance concerns by trading off higher speeds with lower speeds coupled with high adrenaline.

The Foreshore Drift and Stunt event is being presented as a suitable alternative to the Foreshore Sprint for 2025, offering an array of attractions and activities for all ages and interests, including Drift Car displays, Harley Stunts, Motorcycle FMX stunts, Motorcycle Trail Bike display and BMX Stunts, presented by Hardwired Entertainment. This event provides high adrenaline, dare-devil action sports entertainment, and will be unique and the first of its kind for Dongara Denison and the Mid West Region.

The event will also incorporate most components from the Foreshore Sprint Event such as the kids space, Mid West Show and Shine car display, food and drink stalls, retail stalls and car racing simulations.

Consultation:

The Ordinary Council meeting held on Tuesday 27 August 2024 allowed for a dedicated segment for the community to provide feedback relating to the Sprint event, confirming the community's expectation that a major event needs to be held in 2025.

Consultations relating to the sprint event commenced in November 2024. These discussions were unable to satisfy the requirements relating to safety, insurance and utilisation of the FIA as the preferred sanctioning body being the internationally recognised motor-sporting governing authority.

As the sprint event could not be reinstated, internal enquiries within the Community Services Team commenced in January 2025 with a range of events considered until an acceptable alternative was established for proposal.

The Show and Shine Group disbanded after the cancellation of the 2024 event, but confirmation has been received that the Shire is able to retain the event name and format. The local coordinator of the 2024 Cars and Coffee event has confirmed that they will help advise, coordinate and support the Shire's delivery of the Show and Shine Car display element as an extension to any proposed event held in September.

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial/Resource Implications:

There would be financial implications and organisational/operational responsibilities for the Shire of Irwin both financially and in-kind. The proposal requires that the Shire of Irwin organise and allocate funds from the next financial year budget (2025/26) for Officers to pursue, plan and support delivery of the event. A financial commitment of approximately \$70,000 to \$80,000 from the 2025/26 budget is required, not taking into consideration any sponsorships and grants.

The reduction of the events footprint and encroachment onto roads is expected to translate into a cost saving with a reduced risk factor that can be managed by crowd control fencing, reducing water barrier requirements and freight costs.

There will be additional benefits to having this event anticipated to result in increased visitation and tourism and a flow-on financial windfall for local businesses. Its proposal to be held the weekend before the commencement of the school holidays will ensure there are no clashes with other events, service providers can service without the influences of major events held in Perth Metro over the September long weekend, and that the event will attract visitation to an otherwise inactive weekend in town.

Local community and sporting groups would also benefit through their involvement via fundraising opportunities during the event.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 1.1 The community has access to suitable community spaces, vibrant events and relevant services

Strategy 2.1 Opportunities are maximised to promote economic growth and local development

Strategy 4.1 An engaged and inclusive community

Attachments:

Nil

10.3 Development Reports

DEV 01-04/25 Development Delegated and Authorised Authority Report – March 2025	
Author:	M Connell, Manager Development
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.00125
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council to receive the March 2025 Development Delegated and Authorised Authority Report.

COUNCIL DECISION		080425
MOVED: Cr Gillam		SECONDED: Cr Scott
That Council by Simple Majority, receives the March 2025 Development Delegated and Authorised Authority Report, as contained in DEV 01-04/25 Attachment 1.		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

Local governments utilise levels of delegated authority to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership, with the organisation focussing on the day-to-day operations of the Shire.

The use of delegated authority means the large volume of routine work can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

In addition, as of 1 July 2024, the determination of development applications for single houses or any development associated with a single house (excluding development associated with a heritage place), can now only be done by the CEO or authorised employees of the local government.

Officer's Comment:

This report presents the details of development functions made under delegated or authorised authority for the month of March 2025, with 16 building permits/certificates, 8 single house applications, 3 applications for development approval and 1 subdivision clearance having been issued.

Consultation:

Nil

Statutory Environment:

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

Policy Implications:

Nil

Financial/Resource Implications:

Nil

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Attachment Booklet – April 2025

DEV 01-04/25 Attachment 1: March 2025 Development Delegated and Authorised Authority Report

10.4 Operations Reports

Nil

10.5 Office of the CEO Reports

CEO 01-04/25 Compliance Audit Return (CAR) 2024	
Author:	S Mearns, Executive Assistant
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.0198
Council Role:	Executive
Voting Requirements:	Absolute Majority

Report Purpose:

For Council to consider and adopt the 2024 Compliance Audit Return as per the *Local Government Act 1995*, Section 7.13 and the *Local Government (Audit) Regulations*, Regulation 14.

COUNCIL DECISION		090425
MOVED: Cr Scott		SECONDED: Cr Gillam
That Council by Absolute Majority consider and adopt the 2024 Compliance Audit Return as per the <i>Local Government Act 1995</i> , Section 7.13 and the <i>Local Government (Audit) Regulations</i> , Regulation 14.		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

Local governments are required by legislation to complete a statutory compliance return (Compliance Audit Return or CAR) annually and have the return adopted by Council. The return is a checklist of a local government's compliance with the requirements of the Act and its Regulations, concentrating on areas of compliance considered "high risk".

The Audit Committee is to review the annual CAR and report to Council the results of that review, prior to adoption of the return by Council. After adoption the return is to be signed by the Shire President and the CEO prior to it being forwarded to the Department of Local Government, Sport and Cultural Industries (DLGSCI) by no later than 31 March.

Due to staffing challenges, the CAR was not lodged with the DLGSCI by the required date.

Officer's Comment:

The Shire of Irwin Audit Committee reviewed the 2021 CAR at a meeting on 17 March 2022 and resolved to support the responses in the CAR, provided as Attachment 1.

The following list provides an outline of each section addressed in the 2020 Compliance Audit Return:

Commercial Enterprises by Local Governments

Council endorsed the progression of the Local Government Corporate Services Association at its Ordinary Council Meeting held 26 June 2024.

Delegation of Power/Duty

As no delegations to committees were made during 2024, N/A responses were provided.

It is to be noted that the Delegations Register was reviewed and presented to Council for adoption at its Ordinary Council Meeting held 25 June 2024.

Disclosure of Interest

During 2024 the Minutes of Meetings recorded the departure and return of persons who disclosed an interest.

All annual returns were submitted by the 31 August 2024 as required under s5.76 of the *Local Government (Administration) Regulations 1996*.

Regarding items No. 20 and 21, which pertain to the publication of the Code of Conduct for Employees and the Code of Conduct for Council Members, Committee Members, and Candidates of a Local Government, these documents were unintentionally removed from the website during the transition to a new format. We are pleased to inform you that both Codes of Conduct have now been successfully republished on the Shire of Irwin website.

Disposal of Property

The Shire did not dispose of any property during 2024 therefore N/A responses were provided.

Elections

The Shire of Irwin held an Extraordinary Election on 12 July 2024. No electoral gifts were declared.

Finance

The Shire complies with all areas relating to the Audit Committee.

Regarding item No 4, it is to be noted that two matters were listed in the Auditors Report relating to:

1. Excessive Leave Balances; and
2. A missed update of Landgate UV Valuations in the Synergy Rates System.

A new Policy is currently being created in relation to staff leave balances and a new reconciliation procedure has been put in place in relation to valuations.

Integrated Planning and Reporting

The Shire of Irwin Strategic Community Plan was last reviewed in 2023 following it being adopted on 26 October 2021.

The Shire's Corporate Business Plan is scheduled to be reviewed in the 2025/26 Financial Year.

Local Government Employees

This section relates to the recruitment of the CEO or designated senior employees. All responses are N/A as there were no appointments of the CEO or senior employees during the reporting period.

Official Conduct

The Shire is considered to be compliant with all sections of the Act relating to complaints.

Optional Questions

The Financial Management Review & Regulation 17 Audit was last performed in 2022. The review which is to be conducted every three years is currently being undertaken by the Shire.

Tenders for Providing Goods and Services

The Shire is considered to be fully compliant in all areas relating to tenders.

Adoption of the CAR is a statutory requirement of Council which could have major compliance implications for the Shire and is therefore considered to have a high-risk rating, however the completion of this return annually helps to ensure that the local government is following sound governance practices and is complying with the relevant Acts and Regulations.

The Audit Committee have reviewed the annual CAR and report to Council the results of that review, prior to adoption of the return by Council. After adoption the return is to be signed by the Shire President and the CEO prior to it being forwarded to the Department of Local Government, Sport and Cultural Industries (DLGSCI) by no later than 31 March.

Due to staffing challenges, the CAR was not lodged with the DLGSCI by the required date.

Consultation:

The 2024 CAR was presented to the Shire of Irwin Audit Committee on Tuesday 8 April 2025. The committee reviewed the return and resolved to support the responses provided.

Statutory Environment:*Local Government Act 1995*

- Section 7.13 – Regulations as to audits

Local Government (Audit) Regulations

- Regulation 14 - Compliance audits by local governments

Policy Implications:

Nil

Financial/Resource Implications:

Nil

Strategic Implications:

Strategic Community Plan 2017 – 2027

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.3 Adopt and follow better practice processes.

Attachments:

Attachment Booklet – April 2025

CEO01-03/22 Attachment 1 – Compliance Audit Return (CAR) 2024

CEO 02-04/25 Annual Meeting with Council's Appointed Auditor	
Author:	P Machaka, Manager Finance
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.0207
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council to meet with Council's appointed auditor via teleconference.

COUNCIL DECISION		100425
MOVED: Cr Tunbridge		SECONDED: Cr Summers
<p>That Council, by Simple Majority, notes the verbal report provided by Michael Liprino, on behalf of the Office of the Auditor General, regarding the Shire of Irwin Annual Financial Statements for the year ending 30 June 2024.</p>		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

In accordance with section 7.12A of the *Local Government Act 1995*, a local government is to meet with the Auditor of the Local Government at least once in every year. The Annual Financial Report for the year ended 30 June 2024, along with the 2023//24 Annual Report was presented to Council for consideration at the Ordinary Council Meeting on 25 March 2025.

Officer's Comment:

The Shire of Irwin's 2023/24 audit was conducted by the Office of the Auditor General (OAG) who contracted Pitcher Partners as field auditors. Michael Liprino, Pitcher Partners has been invited to attend the meeting via teleconference to provide comment on the audit process and findings. This will provide Councillors an insight into the preparation of the financial reports and how to appropriately interpret the results.

Consultation:

An Audit Exit Meeting was held on Tuesday 11 February 2025, attended by Joanne Clark (OAG), Michael Liprino (Pitcher Partners), Cr Barry Wyse (Shire of Irwin Councillor), Cr I Scott (Shire of Irwin Councillor), Cr Peter Summers (Shire of Irwin Councillor) Shane Ivers (CEO), Patience Machaka (Manager Finance), Sue Mearns (Executive Assistant) Kait Boonzaaier (Assistant Accountant) and Stephanie Clarkson (Senior Finance Officer).

The 2023/24 Annual Financial Statement and Auditor General's audit opinion were received and accepted by the Shire of Irwin Audit Committee at its meeting on 11 February 2025.

Statutory Environment:

Local Government Act 1995

- *Section 7.12A: Duties of local government with respect to audits*

Policy Implications:

Nil

Financial/Resource Implications:

Nil

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Nil

CEO 03-04/25 Adoption of Council Policy – CP48 Recording of Council Meetings	
Author:	S Mearns, Executive Assistant
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.0198
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council by Simple Majority to adopt newly created Council Policy CP48 Recording of Council Meetings commencing at the 27 May 2025 Ordinary Council Meeting.

COUNCIL DECISION		110425
MOVED: Cr Wyse		SECONDED: Cr Tunbridge
That Council by Simple Majority:		
<ol style="list-style-type: none"> 1. Review and adopt the newly created Council Policy CP48 Recording of Council Meetings; and 2. Authorise the Chief Executive Officer to advertise Council Policy CP48 Recording of Council Meetings. 		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

Section 58 of the *Local Government Amendment Act 2023 (Amendment Act)* inserted a new section, 5.23A, into the Act covering the audio recording of Ordinary Council and Special Council Meetings (Council Meetings).

Section 5.23A(2) of the Act is a power that allows regulations to be made that may require, regulate, or otherwise make provision for any of the following matters:

- electronic broadcasting of council meetings.
- making or retaining recordings of council meetings.
- making recordings of council meetings publicly available.
- provision, or otherwise making available, recordings of council meetings.

The requirement for recording of Council Meetings is aimed at increasing transparency and accountability in local government. This reform also increases public access to Council Meetings. The requirement to record Council Meetings commenced on 1 January 2025.

Officer's Comment:

As a Band 3 local government, the Shire of Irwin was mandated to install audio recording equipment and technology at the Council's regular meeting venue, being the Shire Council Chambers.

In preparation for the commencement of the recording Regulations on 1 January 2025, the Shire installed and implemented video and audio equipment and technology to meet these requirements. This initiative reflects the Shire's commitment to transparency, enabling residents and stakeholders to stay informed and engaged in local governance.

This proposed Policy has been prepared in consultation with the Department of Local Government Sport and Cultural Industries (DLGSC) Livestreaming and Recording of Council Meeting Guide: Explanatory Paper.

The Policy is intended to make clear how the Shire of Irwin will use and make available the recording of Council Meetings and also provide guidance to Elected Members, Shire Officers and the public on areas affecting the livestream and recording such as public privacy, technical issues, recordkeeping, copyright and defamation.

Consultation:

Nil

Statutory Environment:

The policy presented to be reviewed is to meet the legalisation requirements.

As with section outlined in section 5.128 of the *Local Government Act 1995* Policy for continuing professional development:

- (2) *A Local Government may amend* the policy – Absolute Majority*
- (3) *When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.*
- (4) *The CEO must publish an up-to-date version of the policy on the local government's official website.*
- (5) *A local government —*
 - (a) *must review the policy after each ordinary election; and*
 - (b) *may review the policy at any other time.*

Local Government Act 1995

- Section 5.23A Electronic broadcasting and video or audio recording of council meetings
- Section 9.57A A Local Government is not liable for defamation in relation to material published on its official website as part of a broadcast or recording of Council proceedings

Local Government (Administration) Regulations 1996

- Section 14H Class 1 local governments and class 2 local governments to broadcast council meetings publicly
- Section 14I Local governments to make recordings of council meetings
- Section 14J Informing members of public of broadcasting or recording
- Section 14K Defamation

Policy Implications:

Meeting Procedures

Financial/Resource Implications:

Nil – The purchase and installation of audio recording equipment was budgeted for in the 2024/25 financial year.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.1.2 Utilise contemporary communication strategies and tools to enhance public participation

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Attachments:

Attachment Booklet – April 2025

CEO 03-04/25 Attachment 1: Draft Policy CP48 Recording of Council Meetings

10.6 Committee Reports

Cr Tunbridge having declared a Financial Interest in Item 10.6.1 left the meeting at 6.22pm

10.6.1 Community Assistance Scheme & Events (CASE) Meeting

The Minutes of the Shire of Irwin Community Assistance Scheme & Events (CASE) Committee Meeting held 18 March 2025 have been provided as Attachment 10.6.1 in Attachment Booklet – April 2025.

COUNCIL DECISION		120425
MOVED: Cr Scott		SECONDED: Cr Gillam
That Council by Simple Majority receives the minutes of the Shire of Irwin Community Assistance Scheme & Events (CASE) Committee Meeting held 18 March 2025.		
VOTING DETAILS:		CARRIED: 5/0
For: Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers		
Against: Nil		

Resultant from the CASE Committee Meeting held 18 March 2025, the following recommendations are presented to Council.

COUNCIL DECISION		130425
MOVED: Cr Scott		SECONDED: Cr Wyse
That Council approves the following funding allocation to the Community Assistance Scheme and approve its allocation from the 2024/2025 financial year budget.		
ORGANISATION	PROJECT DESCRIPTION	GRANT
GoSHakathon Mid West Hybrid Event	Free two-day tech-innovation event designed to empower youth in the Midwest and focuses on raising aspirations, increasing community capabilities, and enhancing workforce readiness for regional youth.	\$3,750 \$3250 cash sponsorship and ~\$500 as a Waiver of Fees for Rec Centre Venue
Irwin Autumn Social Club	To support the hire of appropriate transport enabling social outings for the club and its members for the remainder of 2024/25.	\$2,000
	TOTAL CASE ALLOCATION 2024/25	\$5,750
VOTING DETAILS:		CARRIED: 5/0
For: Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers		
Against: Nil		

COUNCIL DECISION		140425
MOVED: Cr Summers		SECONDED: Cr Gillam
That Council approves the following funding allocation to the Community Assistance Scheme and approve its allocation from the 2025/2026 financial year budget.		
ORGANISATION	PROJECT DESCRIPTION	GRANT
Irwin Autumn Social Club	To support the hire of appropriate transport enabling social outings for the club and its members in 2025/26	\$2,000
	TOTAL CASE ALLOCATION 2025/26	\$2,000
VOTING DETAILS:		CARRIED: 5/0
For: Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers		
Against: Nil		

Cr Tunbridge returned to the meeting at 6.24pm.

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

FIN 03-04/25 Changing Method of Valuation – April 2025	
Author:	P Machaka, Manager Finance
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.0683
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council by Simple Majority, to approve changing the basis of rating from UV to GRV and to initiate the process of seeking Ministerial approval regarding the change in method of valuation.

COUNCIL DECISION		150425
MOVED: Cr Summers		SECONDED: Cr Wyse
That Council by Simple Majority:		
<ol style="list-style-type: none"> Approves changing the basis of rating from UV to GRV for the properties listed in the confidential attachment. Make application to the Minister for Local Government seeking approval to change the basis of rating from UV to GRV listed in the confidential attachment. 		
VOTING DETAILS:		CARRIED: 6/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against:	Nil	

Background:

Under section 6.28 of the *Local Government Act 1995 (the Act)*, the Minister for Local Government is responsible for determining the method of valuation of land to be used by a local government as the basis for a rate.

In determining the method of valuation, the Minister is to have regard to the general principle that the basis for a rate on any land is to be:

- Where the land is used predominantly for rural purposes, the UV of the land.
- Where the land is used predominantly for non-rural purposes, the GRV of the land.

It is the Local Government's responsibility to review the predominant use of land and apply to the Minister to have the method of valuation changed where appropriate.

Officer's Comment:

The Shire has undertaken an assessment of its rateable land to ensure that all land within the municipality is rated effectively and that the basis of rating is relevant to its land use.

This review has identified four unrated transient workers accommodation camps that have potential of being rated as Transient Workers Accommodation and one Gas storage facility that has potential of being rated on its lease.

The properties identified for potential Transient Workers Accommodation rating and Lease rating are listed in the confidential attachment.

Details of improvements on the land include accommodation units and gas storage facility infrastructure.

The approval and subsequent change to basis of rating, which is scheduled to be effective from 1 July 2025, will assist in delivering a range of community benefits:

- Increase in rate revenue, increasing support to key community infrastructure
- Increased use of existing recreation facilities, enhancing the leisure, social and sporting opportunities of the community
- Economic stimulus to local business
- Increase local employment opportunity
- Increasing access and awareness to cultural and historical activities within the town

Consultation:

The rating consultant presented the proposed changes to Council on the 18th of March 2025. Written communication will be sent to affected ratepayers.

Statutory Environment:

Local Government Act 1995

6.28. Basis of rates**(1) The Minister is to —**

- (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and*
- (b) publish a notice of the determination in the Government Gazette.*

(2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —

- (a) where the land is used predominantly for rural purposes, the unimproved value of the land; and*
- (b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.*

(3) The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.**(4) Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the Valuation of Land Act 1978 as at 1 July in each financial year.****(5) Where during a financial year —**

- (a) an interim valuation is made under the Valuation of Land Act 1978; or*
- (b) a valuation comes into force under the Valuation of Land Act 1978 as a result of the amendment of a valuation under that Act; or*
- (c) a new valuation is made under the Valuation of Land Act 1978 in the course of completing a general valuation that has previously come into force, the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.*

Policy Implications:

Nil

Financial/Resource Implications:

\$20,000 has been allocated in the 2024/25 budget for the consultant to undertake the rate review and submit a Ministerial application. The Shire is expecting an increase in Revenue in 2025/26 as a result of the rate review.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

Attachments:

Confidential Attachment Booklet – April 2025

FIN 03-04/25 Confidential attachment 1: Changing Method of Valuation – April 2025

14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil

15. CLOSURE

There being no further business the Shire President closed the meeting at 6.25pm.



Ordinary Council Meeting

27 May 2025

Item 8.2
Agenda Forum Notes
20 May 2025



Ordinary Council Meeting

27 May 2025

Item FIN 01-05/25
Accounts for Payment
April 2025

Shire of Irwin

*List of Accounts paid April 2025 for presentation to the
Council Meeting 27 May 2025*

MUNICIPAL/(TRUST) PAYMENTS				
EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT33458	02/04/2025	AMPAC DEBT RECOVERY (WA) PTY LTD	RATE DEBT RECOVERY SERVICES	-3,113.00
EFT33459	02/04/2025	ANYTRACK PTY LTD	SUBSCRIPTION	-99.00
EFT33460	02/04/2025	DEPARTMENT OF ENERGY, MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY RECONCILIATION	-3,694.97
EFT33461	02/04/2025	CIVIC WORKFORCE MANAGEMENT	HR CONSULTANCY SERVICES	-3,836.25
EFT33462	02/04/2025	DAZFAB ENGINEERING	FABRICATE AND INSTALL HANDRAILS AND CARPARK STAIR RAILING AT THE VILLAGE	-5,777.20
EFT33463	02/04/2025	LANDGATE - WESTERN AUSTRALIAN LAND INFORMATION AUTHORITY	GRV AND RURAL UV INTERIM SCHEDULES	-316.37
EFT33464	02/04/2025	DONGARA & GERALDTON SKIP BINS	EMPTY SKIP BINS AT DEPOT AND DISPOSE AT MERU	-1,584.00
EFT33465	02/04/2025	DONGARA GOLF CLUB INC	SPONSORSHIP	-500.00
EFT33466	02/04/2025	ITANZ INFINITY PTY LTD	GAP ANALYSIS WORKSHOPS	-7,539.72
EFT33467	02/04/2025	KENNEDYS (AUSTRALASIA) PARTNERSHIP OFFICE ACCOUNT	LEGAL EXPENSES	-877.80
EFT33468	02/04/2025	MAURICE BATTILANA - LOCAL GOVERNMENT CONSULTANT	CONSULTANCY SERVICES	-1,125.00
EFT33469	02/04/2025	PURELY FILTRATION	SERVICING INCLUDING FILTER REPLACEMENT ON WATER FILTER SYSTEM AT DEPOT	-413.05
EFT33470	02/04/2025	TANGO IT	CONSULTANCY SERVICES	-13,724.70
EFT33471	02/04/2025	WOODLANDS DISTRIBUTORS AND AGENCIES PTY LTD	DOG WASTAGE BAGS	-917.40
EFT33472	11/04/2025	AMY CHADBOURNE	COMMUNICATIONS AND MEDIA CONSULTANCY SERVICES	-2,160.00
EFT33473	11/04/2025	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	LICENCE RENEWAL	-74.00
EFT33474	11/04/2025	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION - ONEMUSIC AUSTRALIA	COUNCIL MUSIC LICENCE	-141.86
EFT33475	11/04/2025	AVON WASTE	FRONT LIFT AND 240LT WASTE COLLECTION	-19,462.08
EFT33476	11/04/2025	BABA MARDIA ROAD SERVICES	TRAFFIC MANAGEMENT FOR POINT LEANDER DRIVE WORKS	-1,628.33
EFT33477	11/04/2025	BLACKWOODS	WORKSHOP SUPPLIES	-1,025.49
EFT33478	11/04/2025	BP ROADHOUSE DONGARA	NEWSPAPER PUBLICATIONS	-49.50
EFT33479	11/04/2025	BURSON AUTOMOTIVE PTY LTD	VARIOUS SERVICE KITS, PARTS FOR PLANT & EQUIPMENT AND WORKSHOP SUPPLIES	-3,057.22
EFT33480	11/04/2025	C NIQUET	REFUND	-801.50
EFT33481	11/04/2025	CATWEST PTY LTD	POT HOLE REPAIRS TO POTTERY/RAG CAR PARK	-4,224.00
EFT33482	11/04/2025	CENTRAL REGIONAL TAFE	TRAINING COURSE FEES	-350.00
EFT33483	11/04/2025	CENTREPOINT EARTHMOVING PTY LTD	EMERGENCY FIRE INCIDENT AT MOUNT HORNER WEST ROAD	-1,276.00
EFT33484	11/04/2025	CARL SCUDDER	BUILDING MAINTENANCE REPAIRS	-2,095.00
EFT33485	11/04/2025	CIVIC WORKFORCE MANAGEMENT	HR CONSULTANCY SERVICES	-4,079.63
EFT33486	11/04/2025	DAZFAB ENGINEERING	MANUFACTURE OIL TANK BUND STEP	-1,358.50
EFT33487	11/04/2025	DONGARA FREIGHT	FREIGHT CHARGES	-882.20
EFT33488	11/04/2025	DONGARA HOCKEY CLUB	DRIVE-IN GATE COVERAGE	-300.00
EFT33489	11/04/2025	DONGARA BUILDING & TRADE SUPPLIES	PARKS. GARDENS, BUILDING AND ROAD MAINTENANCE SUPPLIES	-364.00
EFT33490	11/04/2025	DONGARA DRILLING & ELECTRICAL	ELECTRICAL REPAIRS	-1,471.21
EFT33491	11/04/2025	DONGARA LOCAL RAG	ADVERTISING	-786.00
EFT33492	11/04/2025	DONGARA HOTEL MOTEL	LAND USE AGREEMENT	-1,041.67
EFT33493	11/04/2025	DONGARA TREE SERVICES	SUPPLY OF MULCH FOR GARDEN BEDS AND TRIM TREES AT REAR ENTRANCE TO BP ROADHOUSE	-1,925.00
EFT33494	11/04/2025	FIRST HEALTH SERVICES	MEDICAL PRACTISE MANAGEMENT SUPPORT - MEDICAL CENTRE	-13,750.00
EFT33495	11/04/2025	GERALDTON MOWER & REPAIR	PARTS AND CONSUMABLES FOR MINOR PLANT	-1,280.60
EFT33496	11/04/2025	CITY OF GREATER GERALDTON	MERU WASTE DISPOSAL CHARGES	-9,017.40
EFT33497	11/04/2025	REFUEL AUSTRALIA	BULK DIESEL FUEL PURCHASE	-29,036.71
EFT33498	11/04/2025	GLASS CO WA	BUILDING MAINTENANCE REPAIRS	-115.50
EFT33499	11/04/2025	THINK WATER GERALDTON	RETICULATION PARTS	-212.25
EFT33500	11/04/2025	GLOBAL SPILL & SAFETY	SIGNAGE FOR MOUNT ADAMS ROAD	-393.80
EFT33501	11/04/2025	INTERFIRE AGENCIES	WATER TRUCK AND WATER TANK FITTINGS FOR BUSH FIRE BRIGADES	-1,412.03
EFT33502	11/04/2025	INCITE SECURITY	SERVICE VISIT TO INVESTIGATE CCTV CAMERA SYSTEM AT REC CENTRE	-1,487.54
EFT33503	11/04/2025	IN-SITU CONSTRUCTION AND MAINTENANCE	CONSTRUCT DRAINAGE ON POINT LEANDER DRIVE INCLUDING INSTALL SIDE ENTRY PITS AND REINSTATE CONCRETE CROSSOVER	-43,091.73
EFT33504	11/04/2025	INSIDE OUT CLEAN	CLEANING OF UNIT AFTER VACANCY	-60.00
EFT33505	11/04/2025	IRWIN SHIRE - RATES	PAYROLL DEDUCTIONS	-1,485.00
EFT33506	11/04/2025	LG BEST PRACTICES PTY LTD	OUTSOURCED PAYROLL FUNCTION	-4,686.00
EFT33507	11/04/2025	GEOFFREY LITTLEFAIR	REMOVAL OF ASBESTOS FROM PARKER STREET PARK	-660.00
EFT33508	11/04/2025	NODE 1 PTY LTD	NBN FIBRE CONNECTION FEE	-158.00
EFT33509	11/04/2025	SHIRE OF IRWIN - LOTTO FUND	PAYROLL DEDUCTIONS	-90.00
EFT33510	11/04/2025	MACS AUSTRALIA GROUP PTY LTD	HIRE OF TRANSPORTABLE BUILDING	-1,298.53
EFT33511	11/04/2025	MARKS WATERTRUCK	REFILL WATER TANKS AT TRANSFER STATION	-275.00
EFT33512	11/04/2025	MCDONALD WHOLESALEERS	REC CENTRE KIOSK SUPPLIES	-256.35
EFT33513	11/04/2025	A MCDONALD	REFUND	-2,355.01
EFT33514	11/04/2025	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	-3,540.23
EFT33515	11/04/2025	GERALDTON TOYOTA	SERVICE OF TOYOTA COROLLA	-245.00
EFT33516	11/04/2025	MIDWEST FIRE PROTECTION & SAFETY SERVICES	MONTHLY SERVICING OF FIRE ALARM SYSTEM AT REC CENTRE	-176.00
EFT33517	11/04/2025	MIDWEST SAFETY AND TRAINING PTY LTD	TRAINING COURSE FEES	-1,320.00
EFT33518	11/04/2025	MIDWEST SOLAR AND WATER	PLUMBING REPAIRS	-2,241.80
EFT33519	11/04/2025	NUTRIEN AG SOLUTIONS	CHEMICALS FOR WEED SPRAYING	-1,155.00
EFT33520	11/04/2025	OFFICEWORKS	STATIONERY	-211.78
EFT33521	11/04/2025	OMNICON MEDIA GROUP AUSTRALIA PTY LTD	ADVERTISING	-1,487.53
EFT33522	11/04/2025	PERTH IRRIGATION CENTRE	RETICULATION PARTS	-247.50
EFT33523	11/04/2025	PIXIES SCREEN PRINTS	MEDALS FOR SKATE COMPETITION 2025	-144.00
EFT33524	11/04/2025	RIP-IT SECURITY SHREDDING	QUARTERLY SHREDDING SERVICES	-141.00

Shire of Irwin

*List of Accounts paid April 2025 for presentation to the
Council Meeting 27 May 2025*

MUNICIPAL/(TRUST) PAYMENTS				
EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT33525	11/04/2025	SEA FOLK CO	REIMBURSEMENT	-1,278.00
EFT33526	11/04/2025	STEWART & HEATON CLOTHING CO	UNIFORM AND PPE FOR TOWN AND IRWIN BUSH FIRE BRIGADES	-4,589.40
EFT33527	11/04/2025	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	ANNUAL FIRST AID KIT SERVICING	-2,288.32
EFT33528	11/04/2025	DONGARA IGA	MONTHLY CONSUMABLES	-1,242.57
EFT33529	11/04/2025	SUPAGAS PTY LIMITED	ANNUAL GAS CYLINDER RENTAL CHARGE - RICHARDSON ROAD	-49.50
EFT33530	11/04/2025	OVO'S CEILINGS - SWEET ORANGE PRODUCTIONS	SKATE COMPETITION SEATING AREA FOR YOUTH WEEK 2025	-2,347.40
EFT33531	11/04/2025	TAJ MECHANICAL	PARTS FOR POSITRACK MULCHER	-4,421.83
EFT33532	11/04/2025	TANGO IT	CONSULTANCY SERVICES	-5,490.10
EFT33533	11/04/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	-168.92
EFT33534	11/04/2025	VANGUARD PRINT	HOLIDAY PLANNER STORAGE AND TRANSPORT FEES	-228.51
EFT33535	11/04/2025	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKET SALES	-961.31
EFT33536	11/04/2025	WELL DONE INTERNATIONAL	CALL CENTRE CHARGES	-547.97
EFT33537	11/04/2025	SYNERGY	VARIOUS ELECTRICITY CHARGES	-11,740.73
EFT33538	11/04/2025	WESTRAC EQUIPMENT	PARTS FOR CAT GRADER	-492.78
EFT33539	11/04/2025	ZETTAGRID PTY LTD	REMOTE IT BACKUP COSTS	-4,759.35
EFT33540	11/04/2025	WINC AUSTRALIA PTY LTD	PRINTER CHARGES - DEPOT	-681.59
EFT33541	17/04/2025	AUSTRALIAN TAXATION OFFICE - BAS	BAS RECONCILIATION	-52,403.00
EFT33542	17/04/2025	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND RECONCILIATION	-1,818.72
EFT33543	17/04/2025	S BERGEN	REFUND	-1,000.00
EFT33544	17/04/2025	CATWEST PTY LTD	SUPPLY AND LAY ASPHALT FOR POINT LEANDER DRIVE	-435,319.92
EFT33545	17/04/2025	DONGARA BODY BUILDERS	REPAIRS TO HINO TRUCK	-462.00
EFT33546	17/04/2025	INSIDE OUT CLEAN	CLEANING OF UNIT AFTER VACANCY	-70.00
EFT33547	17/04/2025	J & M COOLROOM CONSTRUCTIONS	SUPPLY OF GATE HOUSE FOR TRANSFER STATION	-9,746.00
EFT33548	17/04/2025	DONGARA DENISON LAUNDRY SERVICE	CLEANING OF LINEN	-58.66
EFT33549	17/04/2025	MCDONALD WHOLESALERS	STOCK FOR DRIVE IN CANTEEN	-1,113.00
EFT33550	17/04/2025	METRO COUNT VEHICLE CLASSIFIER SYSTEMS	TRAFFIC COUNTER ACCESSORIES	-2,898.50
EFT33551	17/04/2025	SHORELINE OUTDOOR WORLD	REPAIRS TO ROLLER DOOR AT UNIT 8 HENRY ROAD	-165.00
32233	16/04/2025	DEPARTMENT OF TRANSPORT	SHIRE OF IRWIN NUMBER PLATES	-200.00
32234	16/04/2025	SHIRE OF IRWIN	CONTAINER DEPOSIT SCHEME	-7,413.30
DD23413.1	02/04/2025	TELSTRA AUSTRALIA	SATELLITE PHONE CHARGES	-990.00
DD23449.1	24/04/2025	TELSTRA AUSTRALIA	FREE WIFI DATA CHARGES	-90.00
DD23453.1	30/04/2025	TELSTRA AUSTRALIA	VARIOUS MOBILE & DATA CHARGES	-3,084.59
DD23409.1	01/04/2025	WA TREASURY CORPORATION	LOAN 98 -PLANT PURCHASES	-70,443.41
DD23422.1	07/04/2025	WA TREASURY CORPORATION	LOAN 93 - RECREATION CENTRE	-20,727.35
DD23434.1	15/04/2025	WA TREASURY CORPORATION	LOAN 102 - DENISON BOWLING CLUB - SSL	-19,152.64
DD23435.1	15/04/2025	WA TREASURY CORPORATION	LOAN 100 - AGED APPROPRIATE HOUSING	-27,189.11
CR 020425	02/04/2025	NAB BUSINESS VISA	NAB BUSINESS VISA TRANSACTIONS INCLUDING IT LICENCE/S, SUBSCRIPTION/S, ACCOMMODATION, ADVERTISING, EQUIPMENT, AND REC CENTRE EXPENSES	-13,784.83
DD23455.1	16/04/2025	N-ABLE PTY LTD	N-ABLE MONTHLY IT CHARGES	-1,295.68
DD23416.1	03/04/2025	AUSTRALIAN PHONE COMPANY PTY LTD	VOIP PHONE CHARGES - MEDICAL CENTRE	-225.23
DD23445.1	15/04/2025	TELAIR PTY LTD	MOBILE & DATA CHARGES	-1,394.01
DD23447.1	15/04/2025	TELAIR PTY LTD	FIBRE - ETHERNET ACCESS	-1,054.90
DD23418.1	03/04/2025	PAKLS PTY LTD	RENTAL CHARGES	-2,300.00
DD23425.1	04/04/2025	AWARE SUPER PTY LTD	SUPERANNUATION	-22,452.79
DD23425.2	04/04/2025	AUSTRALIAN SUPER	SUPERANNUATION	-1,913.02
DD23425.3	04/04/2025	CBUS SUPER	SUPERANNUATION	-245.34
DD23425.5	04/04/2025	HOSTPLUS	SUPERANNUATION	-1,708.38
DD23425.6	04/04/2025	MERCER	SUPERANNUATION	-364.81
DD23425.7	04/04/2025	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-576.78
DD23425.4	11/04/2025	COLONIAL FIRST STATE FIRST CHOICE SUPER	SUPERANNUATION	-811.01
DD23437.1	18/04/2025	AUSTRALIAN SUPER	SUPERANNUATION	-1,979.04
DD23437.2	18/04/2025	AWARE SUPER PTY LTD	SUPERANNUATION	-22,044.14
DD23437.3	18/04/2025	CBUS SUPER	SUPERANNUATION	-233.38
DD23437.4	18/04/2025	COLONIAL FIRST STATE FIRST CHOICE SUPER	SUPERANNUATION	-812.29
DD23437.5	18/04/2025	HOSTPLUS	SUPERANNUATION	-1,638.15
DD23437.6	18/04/2025	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-540.05
				-985,110.25

Sundry Creditors as at 30/04/2025 0.00

The Payments included in the above list of Accounts Paid, have been authorised by the Chief Executive Officer under delegation from Council.

11 May 2025

DATE


Shane Ivers
Chief Executive Officer

Shire of Irwin

Corporate Credit Card Expenditure - Payment Reference CR020425

S.IVERS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
03/03/2025	Google Gsuite	IT - Subscription	\$ 9.11
03/03/2025	Google Cloud	IT - Subscription	\$ 354.68
06/03/2025	Esplanade Hotel Fremantle	Accommodation	\$ 572.00
06/03/2025	Ampol Northlands	Fuel	\$ 150.45
07/03/2025	Garmin	Subscription	\$ 50.00
07/03/2025	JAMF Software	IT - Subscription	\$ 619.79
10/03/2025	Spotify	Rec Centre Gym Music	\$ 13.99
10/03/2025	Esplanade Hotel Fremantle	Parking	\$ 60.00
12/03/2025	Liberty Cataby	Fuel	\$ 148.52
13/03/2025	Esplanade Hotel Fremantle	Meals	\$ 56.84
17/03/2025	Seek	Advertising	\$ 258.50
18/03/2025	Apple	IT - Subscription	\$ 1.49
18/03/2025	Links Modular	Program - Rec Centre	\$ 283.01
24/03/2025	UBIQUITI	IT - Subscription	\$ 49.00
25/03/2025	Seek	Advertising	\$ 335.50
27/03/2025	Australia Medic Alert	Equipment	\$ 64.95
27/03/2025	Sea Folk	Catering	\$ 1,098.36
28/03/2025	NAB	Card Fee	\$ 9.00
			<u>\$ 4,135.19</u>

P.MACHAKA CREDIT CARD EXPENSES

Date	Payee	Description	Amount
03/03/2025	SSL.Com	IT - Subscription	\$ 24.94
03/03/2025	Amazon Web Services	Web Hosting	\$ 3,633.03
04/03/2025	Microsoft	Licence/s	\$ 296.34
05/03/2025	Auvik Networks	Network Management	\$ 540.75
11/03/2025	GO Fax Pty Ltd	E-Fax Service - Medical Centre	\$ 15.00
12/03/2025	Microsoft	Licence/s	\$ 33.00
12/03/2025	Microsoft	Licence/s	\$ 29.59
12/03/2025	Microsoft	Licence/s	\$ 13.20
12/03/2025	Microsoft	Licence/s	\$ 938.30
12/03/2025	Microsoft	Licence/s	\$ 271.59
12/03/2025	Microsoft	Licence/s	\$ 187.44
12/03/2025	Microsoft	Licence/s	\$ 167.97
14/03/2025	Zoom	IT - Subscription	\$ 2,907.03
20/03/2025	Landgate	Documents	\$ 126.40
21/03/2025	Landgate	Documents	\$ 31.60
28/03/2025	Dropbox	IT - Subscription	\$ 283.25
28/03/2025	CodeTwo	IT - Subscription	\$ 130.72
28/03/2025	NAB	Card Fee	\$ 9.00
			<u>\$ 9,639.15</u>

S.STUBBS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
25/03/2025	Apple	IT - Subscription	\$ 1.49
28/03/2025	NAB	Card Fee	\$ 9.00
			<u>\$ 10.49</u>

TOTAL PAYMENT TO CORPORATE CREDIT CARD ACCOUNT

\$ 13,784.83



Ordinary Council Meeting

27 May 2025

Item FIN 02-05/25
Monthly Financial Statements
March 2025



SHIRE OF IRWIN

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 March 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF IRWIN

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 MARCH 2025

NATURE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF IRWIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

BY NATURE

	Adopted Annual Budget	Revised Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	(159,084)	(366,280)	(366,280)	(366,280)	0	0%		
Revenue from operating activities								
Rates	6,981,939	6,952,042	6,947,442	6,928,948	(18,494)	(0%)	▼	
Operating Grants, Subsidies and Contributions	689,110	580,224	331,141	301,054	(30,087)	(9%)	▼	
Fees and Charges	2,568,150	2,570,089	2,197,491	2,210,084	12,593	1%	▲	
Interest Earnings	232,050	237,948	180,672	204,368	23,696	13%	▲	\$
Other Revenue	267,000	278,083	209,620	191,377	(18,243)	(9%)	▼	
Profit on Disposal of Assets	137,263	155,127	94,427	110,999	16,573	18%	▲	\$
	10,875,512	10,773,513	9,960,793	9,946,830				
Expenditure from operating activities								
Employee Costs	(4,161,974)	(4,168,766)	(3,089,605)	(3,306,596)	(216,991)	(7%)	▼	
Materials and Contracts	(3,367,490)	(3,404,657)	(2,625,700)	(2,850,213)	(224,513)	(9%)	▼	
Utility Charges	(531,371)	(543,265)	(438,721)	(449,992)	(11,271)	(3%)	▼	
Depreciation on Non-Current Assets	(4,850,548)	(5,067,159)	(3,800,259)	(3,764,926)	35,333	1%	▲	
Interest Expenses	(298,120)	(264,370)	(162,205)	(153,065)	9,140	6%	▲	
Insurance Expenses	(278,228)	(278,228)	(262,659)	(286,676)	(24,017)	(9%)	▼	
Other Expenditure	(188,728)	(171,013)	(126,972)	(129,187)	(2,215)	(2%)	▼	
Loss on Disposal of Assets	0	(14,289)	(14,288)	(19,316)	(5,028)	(35%)	▼	
	(13,676,459)	(13,911,747)	(10,520,409)	(10,959,971)				
Operating activities excluded from budget								
Add back Depreciation	4,850,548	5,067,159	3,800,259	3,764,926	(35,333)	(1%)	▼	
Adjust (Profit)/Loss on Asset Disposal	(137,263)	(140,838)	(80,139)	(91,683)	(11,545)	(14%)	▼	\$
Movement in Leave Reserve (Added Back)	7,284	7,284	5,463	6,198	735	13%	▲	
Amount attributable to operating activities	1,919,622	1,795,371	3,165,967	2,666,300				
Investing activities								
Non-Operating Grants, Subsidies and Contributions	5,615,137	6,333,305	173,000	172,970	(30)	(0%)	▼	
Proceeds from Disposal of Assets	176,263	179,197	113,027	124,272	11,245	10%	▲	
Land and Buildings	(415,000)	(392,480)	(59,929)	(51,083)	8,846	15%	▲	
Plant and Equipment	(372,199)	(401,204)	(385,453)	(383,979)	1,474	0%	▲	
Furniture and Equipment	(29,650)	(25,444)	(28,458)	(25,444)	3,014	11%	▲	
Infrastructure Assets - Roads	(2,210,092)	(2,046,732)	(879,355)	(925,955)	(46,600)	(5%)	▼	
Infrastructure Assets - Other	(5,434,500)	(6,413,068)	(322,786)	(290,560)	32,226	10%	▲	
Amount attributable to investing activities	(2,670,041)	(2,766,426)	(1,389,954)	(1,379,779)				
Financing Activities								
Proceeds from New Debentures	1,500,000	1,500,000	0	0	0			
Repayment of Debentures	(899,910)	(839,697)	(564,548)	(574,144)	(9,596)	(2%)	▼	
Repayment of Lease Financing	(34,370)	(34,370)	(25,767)	(31,446)	(5,679)	(22%)	▼	
Self-Supporting Loan Principal	58,625	58,625	34,698	17,286	(17,412)	50%	▼	
Transfer from Restricted Cash - Other	20,000	20,000	0	0	0			
Transfer from Reserves	325,000	352,317	0	0	0			
Transfer to Reserves	(55,086)	(55,086)	(41,292)	(46,050)	(4,758)	(12%)	▲	\$
Amount attributable to financing activities	914,259	1,001,790	(596,909)	(634,354)				
Closing Funding Surplus (Deficit)	4,756	(335,546)	812,823	285,887				

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

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

SHIRE OF IRWIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 March 2025

	30-Jun-24	31-Mar-25
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	2,541,970	3,765,334
Trade and other receivables	940,804	754,040
Other financial assets	44,571	27,286
Inventories	35,881	35,881
TOTAL CURRENT ASSETS	3,567,742	4,582,541
NON-CURRENT ASSETS		
Trade and other receivables	50,992	50,992
Other financial assets	342,432	342,432
Property, plant and equipment	41,769,414	41,190,898
Infrastructure	64,120,607	62,669,068
Right-of-use assets	179,698	150,450
TOTAL NON-CURRENT ASSETS	106,463,143	104,403,840
TOTAL ASSETS	110,030,885	108,986,381
CURRENT LIABILITIES		
Trade and other payables	857,014	442,802
Other liabilities	778,116	1,498,005
Lease liabilities	34,370	2,924
Borrowings	828,529	254,385
Employee related provisions	793,228	793,228
TOTAL CURRENT LIABILITIES	3,291,257	2,991,343
NON-CURRENT LIABILITIES		
Lease liabilities	70,350	70,350
Borrowings	5,074,737	5,074,737
Employee related provisions	52,258	52,258
TOTAL NON-CURRENT LIABILITIES	5,197,345	5,197,345
TOTAL LIABILITIES	8,488,602	8,188,688
NET ASSETS	101,542,283	100,797,693
EQUITY		
Retained surplus	36,701,393	35,815,172
Reserve accounts	1,295,984	1,342,034
Revaluation surplus	63,640,487	63,640,487
TOTAL EQUITY	101,637,864	100,797,693

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

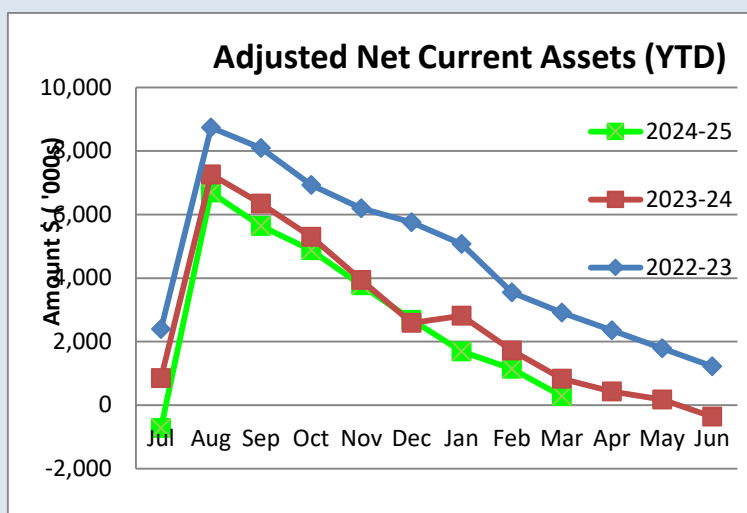
ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Last Years Closing 30/06/2024	This Time Last Year 31/03/2024	Year to Date Actual 31/03/2025
	\$	\$	\$
Current Assets			
Cash Unrestricted	625,990	1,556,706	1,804,513
Cash Restricted - Reserves	1,295,984	1,655,180	1,342,034
Cash Restricted - General	373,935	373,935	373,935
Cash Restricted - Bonds & Deposits	246,060	330,479	244,851
Receivables - Rates	680,265	547,898	465,742
Receivables - Other	344,016	444,042	315,584
Inventories	35,881	32,618	35,881
	3,602,131	4,940,858	4,582,541 (9,796,776)
Less: Current Liabilities			
Payables	(610,954)	(289,574)	(197,950)
Contract Liabilities	(746,785)	(1,354,661)	(1,466,674)
Financial Liabilities	(31,331)	(31,331)	(31,331)
Bonds & Deposits	(246,060)	(330,479)	(244,851)
Loan and Lease Liability	(862,899)	(246,791)	(257,309)
Provisions	(793,228)	(602,946)	(793,228)
	(3,291,257)	(2,855,782)	(2,991,343)
Less: Cash Reserves	(1,295,984)	(1,655,180)	(1,342,034)
Add Back: Component of Leave Liability not Required to be funded	174,437	172,957	180,635
Add Back: Loan and Lease Liability	862,899	246,791	257,309
Less : Loan Receivable - clubs/institutions	(44,571)	(17,159)	(27,286)
Less : Restricted Cash General	(373,935)	0	(373,935)
Net Current Funding Position	(366,280)	832,486	285,887

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

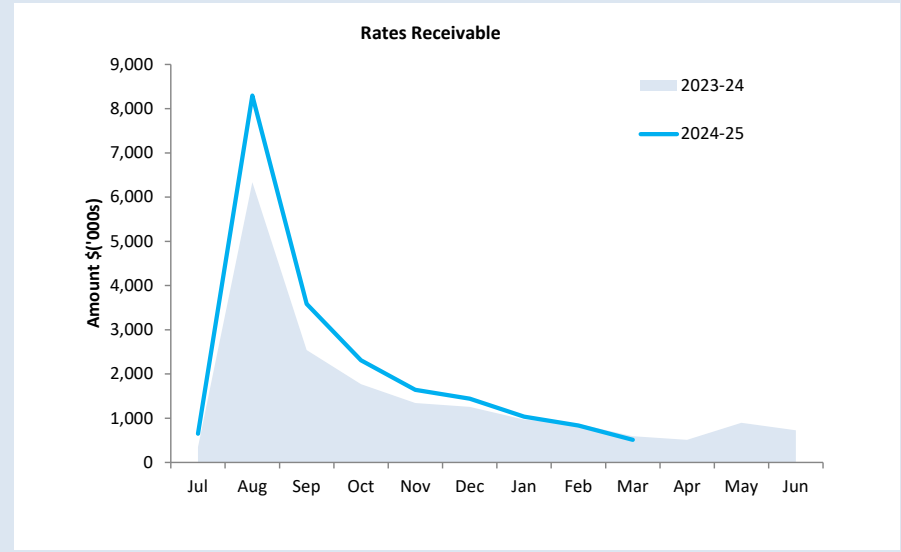
The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

**This Year YTD****Surplus(Deficit)****\$.29 M****Last Year YTD****Surplus(Deficit)****\$.83 M**

Receivables - Rates & Rubbish	30 June 2024	31 Mar 25
	\$	\$
Opening Arrears Previous Years	373,069	726,082
Levied this year	7,200,649	7,928,352
Less Collections to date	(6,847,637)	(8,142,875)
Equals Current Outstanding	726,082	511,559
Net Rates Collectable	726,082	511,559
% Collected	90.41%	94.09%

KEY INFORMATION

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

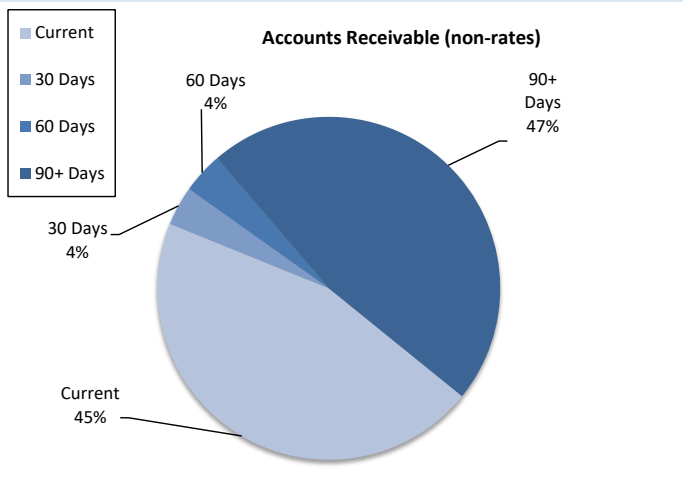


Collected	Rates Due
94%	\$511,559

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	79,701	6,511	6,822	82,912	175,946
Percentage	45%	4%	4%	47%	
Balance per Trial Balance					
Sundry Debtors					175,946
Receivables - Other					139,637
Total Receivables General Outstanding					315,584
Amounts shown above include GST (where applicable)					

SIGNIFICANT ACCOUNTING POLICIES

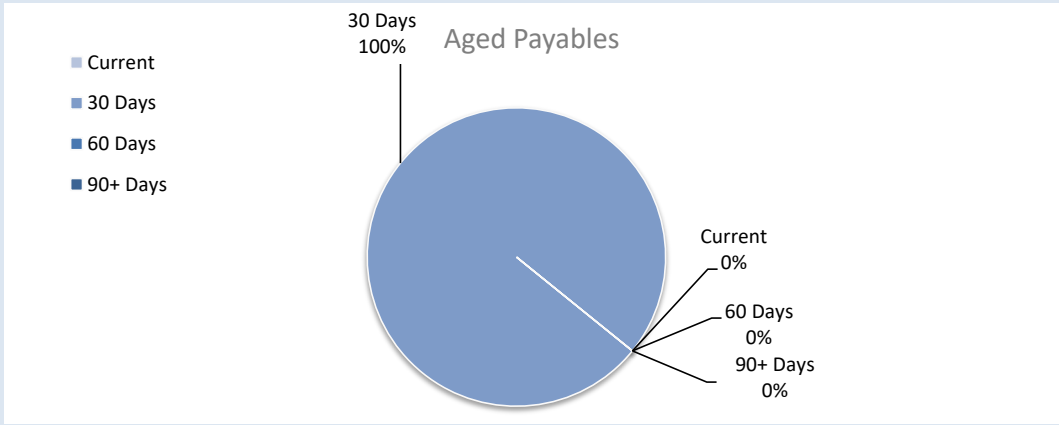
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period 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.



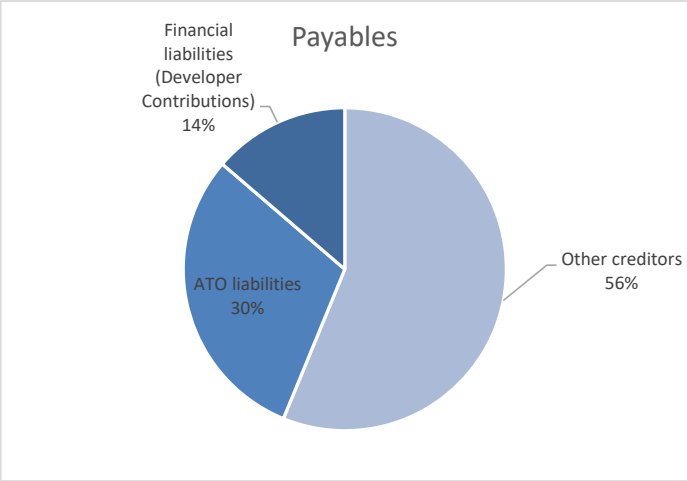
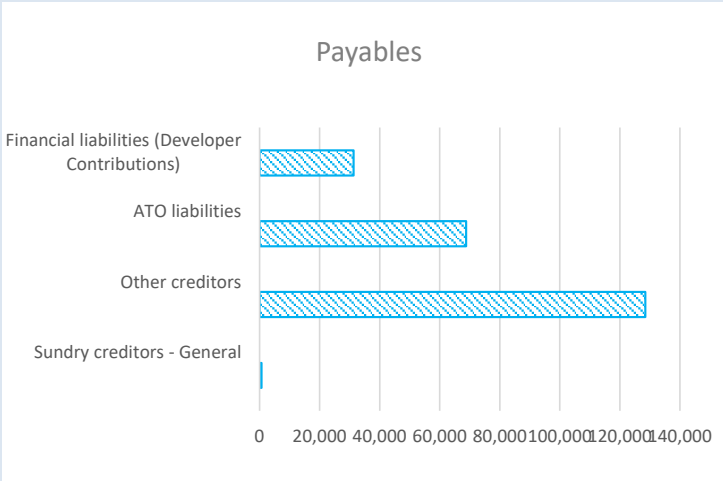
Debtors Due
\$315,584
Over 30 Days
55%
Over 90 Days
47%

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	0	670	0	0	670
Percentage	0%	100%	0%	0%	
Balance per Trial Balance					
Sundry creditors - General					670
Other creditors					128,495
ATO liabilities					68,785
Financial liabilities (Developer Contributions)					31,331
Total Payables General Outstanding					229,281
Amounts shown above include GST (where applicable)					

KEY INFORMATION
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



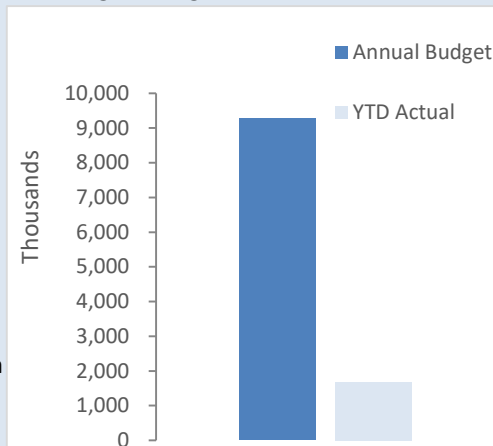
Creditors Due
\$229,281
Over 30 Days
100%
Over 90 Days
0%



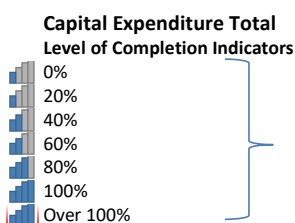
Capital Acquisitions	Adopted	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	415,000	59,929	392,480	51,083	(8,846)
Plant and Equipment	372,199	385,453	401,204	383,979	(1,474)
Furniture and Equipment	29,650	28,458	25,444	25,444	(3,014)
Infrastructure Assets - Roads	2,210,092	879,355	2,046,732	925,955	46,600
Infrastructure Assets - Drainage	0	0	0	0	0
Infrastructure Assets - Footpaths	0	0	0	0	0
Infrastructure Assets - Public Facilities	0	0	0	0	0
Infrastructure Assets - Other	5,434,500	322,786	6,413,068	290,560	(32,226)
Capital Expenditure Totals	8,461,441	1,675,981	9,278,928	1,677,021	1,040
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	5,615,137	173,000	6,333,305	172,970	(30)
Borrowings	1,500,000	0	1,500,000	0	0
Other (Disposals & C/Fwd)	176,263	113,027	179,197	124,272	11,245
Council contribution - Cash Backed Reserves					
Various Reserves		0	350,000	0	0
Council contribution - operations		1,389,954	916,426	1,379,779	(10,175)
Capital Funding Total		1,675,981	9,278,928	1,677,021	1,040

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION

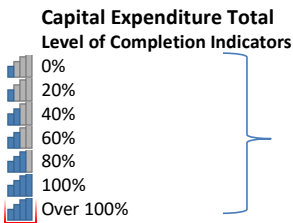
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$9.28 M	\$1.68 M	18%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$6.33 M	\$0.17 M	3%



% of
Completion

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

					Adopted	Amended		Total YTD	Variance (Under)/Over
					Annual Budget	Annual Budget	YTD Budget		
Assets	Account Number	Balance Sheet Category	Job Number		\$	\$	\$	\$	\$
Buildings									
Housing									
1.00	BUILDING - THE VILLAGE - RENEWAL	2584	1311	CJ02	(6,500)	(6,980)	(5,229)	(6,980)	(1,751)
0.90	MORETON TERRACE DEVELOPMENT	2585	1311	CJ169	(25,000)	(25,000)	(4,164)	(22,500)	(18,336)
	Total - Housing				(31,500)	(31,980)	(9,393)	(29,480)	(20,087)
Community Amenities									
0.20	TRANSFER STATION GATEHOUSE	1944	1311	CJ137	(17,500)	(17,500)	(7,290)	(3,509)	3,781
	Total - Community Amenities				(17,500)	(17,500)	(7,290)	(3,509)	3,781
Recreation And Culture									
0.06	DONGARA PUBLIC TOWN HALL	2404	1311	CJ130	(256,000)	(256,000)	(21,337)	(16,524)	4,814
0.00	IRWIN REC CENTRE ROOF UPGRADE - PARTIALLY GRANT FUNDED	2834	1311	CJ121	(85,000)	(85,000)	0	0	0
0.79	DENISON HOUSE - CAPITAL RENEWAL WORKS	3344	1311	C910	(25,000)	(2,000)	(1,494)	(1,570)	(76)
	Total - Recreation And Culture				(366,000)	(343,000)	(22,831)	(18,094)	4,738
0.13	Total - Buildings				(415,000)	(392,480)	(39,514)	(51,083)	(11,569)
Plant & Equipment									
Fire Prevention									
1.00	STATIC VARIABLE MESSAGE BOARD UPGRADES	0784	1312	CJ157	(5,613)	(9,292)	(9,292)	(9,292)	(0)
0.00	CESM STORAGE	0784	1312	CJ160	(8,000)	(8,000)	(8,000)	0	8,000
1.00	MOBILE EMERGENCY GENERATOR	0784	1312	V854	(1,980)	(1,980)	(1,485)	(1,980)	(495)
0.69	FIREBREAK MANAGEMENT SYSTEM	0784	1312	CJ159	(21,000)	(21,000)	(14,500)	(14,500)	0
	Total - Fire Prevention				(36,593)	(19,272)	(33,277)	(25,772)	7,505
Health									
1.00	DOCTORS VEHICLES	4975	1312	V950	(97,086)	(28,655)	(28,655)	(28,655)	0
	Total - Health				(97,086)	(28,655)	(28,655)	(28,655)	0
Transport									
0.00	NEW ISUZU FTS 139-260	3534	1312	V884	(126,890)	(126,685)	(126,685)	(126,685)	0
1.00	GRADER - FINAL TRIM GPS	3534	1312	V901	(76,630)	(78,060)	(78,060)	(78,060)	0
	Total - Transport				(203,520)	(126,685)	(204,745)	(204,745)	0
Other Property & Services									
1.00	CEO VEHICLE - REG 510IR	0554	1312	V510	0	(92,532)	(92,532)	(92,532)	0
0.92	MECHANIC EQUIPMENT	4734	1312	CJ170	(35,000)	(35,000)	(40,824)	(32,275)	8,549
	Total - Other Property & Services				(35,000)	(127,532)	(133,356)	(124,807)	8,549
1.27	Total - Plant & Equipment				(372,199)	(302,144)	(400,033)	(383,979)	16,054
Furniture & Equipment									
Recreation & Culture									
1.00	REC CENTRE GYM MASTER	2824	1314	CJ144	(12,050)	0	0	0	0
	Total - Recreation & Culture				(12,050)	0	0	0	0
Other Property & Services									
1.00	OFFICE / CHAMBERS FURNITURE & EQUIPMENT	0264	1314	CJ96	(17,600)	(25,444)	(25,444)	(25,444)	0
	Total - Other Property & Services				(17,600)	(25,444)	(25,444)	(25,444)	0
1.00	Total - Furniture & Equipment				(29,650)	(25,444)	(25,444)	(25,444)	0
Roads									
Transport									
1.00	RURAL ROAD SHOULDER RECONSTRUCTION	6614	1317	CJ110	0	(9,843)	(7,362)	(9,842)	(2,480)
1.00	RRG GRANT - MT ADAMS ROAD - SLK 0.0 - SLK 12.0KM	6644	1317	CJ131	(663,612)	(633,439)	(475,065)	(632,793)	(157,728)
1.00	MOUNT HORNER WEST ROAD -SLK 0.00 - 0.000 8KM	6644	1317	CJ132	0	0	0	(3,768)	(3,768)
1.00	PIGGERY LANE -SLK 0.00 - 0.000 4KM	6644	1317	CJ135	(131,397)	(96,919)	(72,675)	(96,917)	(24,242)
0.25	VEGETATION PROGRAM	6644	1317	CJ136	(187,058)	(187,058)	(140,283)	(46,667)	93,616
0.23	ALLANOOKA SLK 0 - 8K	6614	1317	CJ166	(22,561)	(88,658)	(66,483)	(20,708)	45,775
0.11	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SLK 3	6674	1317	CJ138	(326,423)	(564,000)	(59,000)	(59,597)	(597)
0.27	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SLK 1	6674	1317	CJ139	(107,008)	(107,008)	(30,000)	(29,082)	918
1.00	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SLK 0	6674	1317	CJ140	(438,924)	0	0	(424)	(424)
0.01	R2R - WATER SUPPLY ROAD -SLK 5 - 11KM	6754	1317	CJ162	(333,109)	(333,109)	(5,000)	(4,459)	541
0.81	GRANNY'S BEACH ROUNDABOUT	6754	1317	CJ167	0	(26,698)	(23,487)	(21,698)	1,789
	Total - Transport				(2,210,092)	(2,046,732)	(879,355)	(925,955)	(46,600)
0.45	Total - Roads				(2,210,092)	(2,046,732)	(879,355)	(925,955)	(46,600)
Infrastructure - Other									
Law, Order & Public Safety									
1.00	WATER TANK, PUMP & BORE @ MT ADAMS	9733	1318	CJ127	0	0	0	(2,230)	(2,230)
	Total - Law, Order & Public Safety				0	0	0	(2,230)	(2,230)
Housing									



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of Completion		Level of completion indicator, please see table at the top of this note for further detail.				Adopted		Amended		Total YTD	Variance (Under)/Over
Assets		Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget				
					\$	\$	\$			\$	\$
1.00		THE VILLAGE - SOAKWELLS & DOWNPIPES	2585	1318	CJ46	(10,000)	0	0		0	0
1.28		TWO HENRY ROAD - LANDSCAPING	2585	1318	CJ113	(18,000)	(10,000)	(7,497)		(12,763)	(5,266)
Total - Housing					(28,000)	(10,000)	(7,497)			(12,763)	(5,266)
Community Amenities											
0.99		TRANSFER STATION CONCRETE BUND FOR OIL TANKS	1964	1318	CJ118	(20,000)	(20,000)	(20,000)		(19,875)	125
Total - Community Amenities					(20,000)	(20,000)	(20,000)			(19,875)	125
Recreation And Culture											
0.92		SURF BEACH STABILISATION	8054	1318	CJ87	(6,500)	(7,410)	(5,553)		(6,819)	(1,266)
0.00		BOAT RAMP DESIGN	8054	1318	CJ120	0	(715,000)	0		0	0
1.00		GRANNIES BEACH RAMP	8054	1318	CJ171	0	(15,200)	(11,394)		(15,200)	(3,806)
1.00		PLAYGROUNDS REPLACEMENT	8064	1318	CJ148	0	(40,110)	(40,110)		(40,110)	0
0.00		FORESHORE - PRECINCT	2864	1318	CJ153	(5,000,000)	(5,200,000)	0		0	0
Total - Recreation And Culture					(5,006,500)	(5,977,720)	(57,057)			(62,129)	(5,072)
Transport											
1.00		SIGNAGE RENEWAL - TOWN & RURAL	6794	1318	CJ111	0	0	0		(49)	(49)
0.83		TECHNICAL STUDIES - INFRASTRUCTURE RENEWAL	6794	1318	CJ112	(30,000)	(42,360)	(19,000)		(35,113)	(16,113)
0.42		MILO CROSSING UPGRADE	6794	1318	CJ124	(350,000)	(350,000)	(206,244)		(145,413)	60,831
Total - Transport					(380,000)	(392,360)	(225,244)			(180,576)	44,668
Economic Services											
1.00		KAILIS DRIVE ENTRY STATEMENT	3914	1318	CJ36	0	(12,988)	(12,988)		(12,988)	(0)
Total - Economic Services					0	(12,988)	(12,988)			(12,988)	(0)
0.05		Total - Infrastructure - Other				(5,434,500)	(6,413,068)	(322,786)		(290,560)	32,226
0.18		Grand Total				(8,461,441)	(9,179,868)	(1,667,132)		(1,677,021)	(9,889)

EXPLANATION OF SIGNIFICANT VARIANCES

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

The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

	Var. \$	Var. %	Significant Var. ▲▼	Var. \$	Timing/ Permanent	Explanation of Variance
Revenue from operating activities						
Interest Earnings	23,696	13%	▲	\$	Permanent	Favourable interest rates have resulted in higher interest earnings.
Profit on Disposal of Assets	16,573	18%	▲	\$	Timing	Profit on Disposal of Assets has exceeded ytd Budget by \$16.6k. This is a timing issue and is expected to align to annual budget by June 2025.
Investing Activities						
Infrastructure Assets - Other	32,226	10%	▲	\$	Permanent	Some works within Infrastructure Assets - Other have not progressed as anticipated and will be carried forward into 2025/26 financial year.
Financing Activities						
Self-Supporting Loan Principal	(17,412)	100%	▼	\$	Timing	This is a timing variance which will align to budget by the end of the financial year.



Ordinary Council Meeting

27 May 2025

Item FIN 03-05/25
Statement of Objects and Reasons
2025/26



SHIRE OF IRWIN
DONGARA-PORT DENISON

A BRILLIANT BLEND

innovation
accountability
integrity
respect

Shire of Irwin
**Statement of
Objects and Reasons**
2025/26

This Statement is published by the Shire of Irwin in accordance with Section 6.36 of the *Local Government Act 1995* to advise the public of its objectives and reasons for implementing differential rates.

The purpose of levying of rates is to meet Council's budgetary requirements in each financial year in order to deliver services, facilities and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.36 of the Local Government Act provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Irwin. The application of differential rating maintains equity and a means of achieving greater uniformity in annual rate revenue apportionment across property type subject to fluctuations in the revaluation reviews (4 yrs) across the Shire, and enabling the Council to provide facilities, services and infrastructure to the entire community and visitors to the area.

The Shire charges separately for general rates, waste and state emergency service levy (ESL)
Properties are rated according to predominant land use or zoning with regard to the Shires town planning scheme.

Gross Rental Values (GRV)

The *Local Government Act 1995* provides those properties of a non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties with a non-rural purpose within the Shire of Irwin approximately every four years and provides a GRV Roll. This is determined upon rental evidence provided by the State of WA. The current valuation is effective from 1 July 2024. Interim valuations are provided regularly to Council by the Valuer General for properties where changes have occurred during the year (i.e., subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rate notices.

Unimproved Values (UV)

The *Local Government Act 1995* provides that properties predominantly used for a rural purpose are assigned an Unimproved Value as supplied and reviewed by the Valuer General on an annual basis. Unimproved value of land includes but is not limited to all pastoral leases and farmland, mining and petroleum interest, covering mining leases, state agreements all other leases and license's as described by the Mining Act and Government Trading Enterprises Act 2023. (Sec 150(2)). This further includes company leased land from private owners.

The rate in the dollar set for the UV Rural category forms the basis for calculating UV differential rates. Interim valuations are provided regularly to the Council by the Valuer General for properties where changes have occurred during the year (i.e., subdivisions of property, amalgamations, and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rate notices.

Objects & Reason for Differential Rating

GRV Differential Rate – GRV

This rating category applies to all land within the townsite boundary that is assigned a Gross Rental Valuation (GRV) by the Valuer General. It includes residential, commercial and industrial land uses as defined under the Shire's Town Planning Scheme.

Land in this category may be used for residential purposes, such as single or multiple dwellings, or may be vacant but zoned Residential or Rural Residential. It also includes land used for commercial or industrial purposes. This includes but is not limited to:

- Town centres;
- Mixed business precincts;
- Shopping areas;
- Industrial estates (including caretaker dwellings);
- Airports, aerodromes, and petroleum infrastructure;
- Land associated with Miscellaneous licenses under the Mining Act 1978, where approved by the Minister and with established infrastructure for more than 12 months.

The object of this differential rate is to ensure that all GRV-rated properties contribute fairly to the cost of services, facilities, and infrastructure provided by the Shire. It is considered that for this financial year the valuations imposed by the Valuer General provides the capacity for the additional rate contributions that may be required from different zoning/land use for residential, commercial and industrial properties and therefore a uniform rate in the dollar will be applied to these properties.

A minimum rate is applied across all properties in this category to ensure a fair and reasonable contribution from all ratepayers, supporting financial sustainability and ongoing investment in community assets, economic development, and service delivery.

GRV Differential Rate - Transient Workforce Accommodation / Other

Means land where-

- Transient workforce accommodation facilities are located.
- Land approved and predominantly used for providing small to large-scale transient accommodation.
- Other mining related infrastructure and/or leases

The reasoning for this differential rate is to ensure the Shires rate base is distributed equitably between residence and non-residential workers who spend a significant portion of the year located within the Shire of Irwin.

The higher rate in the dollar applied to this category reflects the greater demand placed on Shire services and infrastructure by transient workforce accommodation facilities and other mining infrastructure. With a high concentration of occupants on a relatively small land area, these properties can significantly impact waste services, roads, utilities, and community facilities. Patrons and employees are active users of the Shire's public assets, and this rate ensures they contribute equitably to the associated costs. It also supports the sustainability of the Shire by funding the renewal and replacement of essential infrastructure required to service both permanent and temporary populations.

UV Differential Rate – Rural

The UV Rural category covers land previously classified under "Policy Areas A–G," now consolidated into a single rating class.

Whilst the land continues to be rated on the basis of Land use or Zoning, this category will include, but is not limited to leased crown Land, General Farming, General Broadacre farming, Rural Smallholdings, Hobby farming.

This category is to distinguish land either zoned or utilised for its predominant land use - Farming / Grazing or Rural holdings to recognise the variation in land use intensity, and the impact on the Shire's infrastructure, road networks and other services.

The Shire has a continual focus on development and diversification of Rural properties, encouraging development of tourism and rangeland activities, and always foreseeing ways to future invest in infrastructure, whilst remaining focused on funding renewal and replacement assets.

UV Differential Rate – UV Mining

The Local Government Act 1995 provides for rural-use properties associated with mining interests, leases and/or licences, petroleum interests, exploration, or prospecting purposes to be assigned an Unimproved Value (UV), as determined and reviewed by Landgate WA.

This differential rate applies to all land for which a mining or petroleum interest or tenement has been issued by the Department of Mines, Industry Regulation and Safety (DMIRS).

Valuations of mining tenements are provided annually. Interim values are supplied regularly by Landgate when tenement rental values change or a tenement is surrendered. In such cases, the Shire recalculates rates for the affected tenements and issues interim rate notices accordingly.

Mining and Petroleum interests are rated at a higher rate in the dollar than the UV Rural category promote

fairness and equity. This is intended to:

- Recognise the often-short term tenure of mining projects in the region; and
- Maintain comparability with other commercial operations in the rural sector.

Applying a percentage premium above the average rates payable, per property of UV Rural, at a level determined by the Council, reflects factors including:

- The impact of higher traffic volumes on urban and rural infrastructure, and the resulting road maintenance costs across the Shire's extensive network;
- Capacity of property owners to pass on the charges as a business cost;
- Additional emergency service arrangements required;
- Environmental management efforts, including monitoring of clearing, noise, dust, odour, and responding to community concerns;
- Costs associated with planning, building, and health assessments;
- Additional amenities and services provided for resource sector employees, such as recreation facilities, parking, law enforcement, and public safety;
- Equally supporting sustainability of the Shire's landscape and infrastructure development.

Minimum Payments

6.35 Minimum Payment (Local Government Act 1995)

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than -
 - (a) 50% of the total number of separately rated properties in the district; or
 - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.

Objections & Appeals

Objections to valuations must be lodged with Landgate WA within 60 days after issue of the rates notice. Rates are still required to be paid if an objection is lodged with a refund paid if the objection is successful. Forms are available from the Shire Office or on the Shire's web site.

Under the provisions of the *Local Government Act 1995*, a property owner can lodge an objection to the rates imposed by a Council on the following grounds:

- There is an error in the rate assessment, either with respect to the owners or property details; or
- The characteristics of the land differ from that used in the differential rating system. The objection is to be received within 60 days of the issue of the rate notice.

Pensioner Discount

Eligible Pensioners are entitled to receive a discount on their rates. Council shall determine the nature and extent of entitlement from details as at 1 July, in relation to ownership and occupation. Also, a pro-rata rebate amount will be paid if a person becomes the holder of an eligible card type during the financial year which is effective from the date of registration. A deferral arrangement is also possible.

If the circumstances of a Pensioner, who is already claiming the rebate, have changed during the previous year, they will need to update their details (i.e., card number, etc.) with Council.

PROPOSED - RATE IN THE DOLLAR

Code	Total Props	UV – R\$	GRV - R\$
00 - Non Rateable	187	0.00	0.00
01 - GRV	2051		10.2520
02 - COMM / IND	185		10.2520
04 - TWA / Other	4		22.3841
06 - MINING	64	22.3841	
09 - RURAL	438	0.9713	

PROPOSED - REVENUE

Code	Total Props	RATE \$	REVENUE
00 - Non Rateable	187	0.00	0.00
01 - GRV	2051	10.2520	3,407,391
02 - COMM / IND	185	10.2520	551,875
04 - TWA / OTHER	4	22.3841	386,126
06 - MINING	64	22.3841	880,012
09 - RURAL	438	0.9713	2,457,178

Submissions

Submissions are invited from any elector or ratepayer with respect to the proposed rates, and any related matter, with a minimum of 21 days of the date of this notice.

Submissions should be addressed to the:

Chief Executive Officer
Shire of Irwin
11-13 Waldeck Street
DONGRA WA 6525,
and clearly marked 'Submission – Differential Rating 2025/2026'.

Alternatively, submissions can be emailed to: reception@irwin.wa.gov.au

All submissions are required to be received no later than 4:00pm 25 June 2025, in order to be considered as part of the final rating strategy.

SHANE IVERS

CHIEF EXECUTIVE OFFICE



Ordinary Council Meeting

27 May 2025

Item COM 01-05/25

Attachment 1

Local Planning Policy: Advertising Signs



Policy Name	Local Planning Policy: Advertising Signs
Purpose	To provide a framework for the assessment of proposed advertising signs.
Statutory Compliance	Local Planning Scheme (LPS) No. 5: http://www.irwin.wa.gov.au/planning.aspx
Definitions	<p>Community Service sign: sign which is a temporary non-illuminated sign that advertises short-term events such as a fete, fair, or festival for charitable, religious, education, child care, sporting organisations or the like.</p> <p>Development sign: means a sign erected on land which has been approved for subdivision into a number of small lots, advertising the Lots for sale but upon which no building development has taken place at the time of the approval of the sign.</p> <p>Display home sign: means a sign erected on a Lot on which a house is erected and which notifies members of the public that the house is open for inspection.</p> <p>Freestanding sign: a sign not permanently attached to a structure or fixed to the ground and includes 'A frame' or 'sandwich boards' signs consisting of 2 sign boards attached to each other by hinges or other means.</p> <p>Historic signs: signs contributing to the significance of a Heritage Place.</p> <p>Hoarding: means a detached or detachable structure including wall panel other than a pylon sign that is erected for the sole purpose of displaying one or more signs or advertising devices and includes a poster panel, a wall panel or an illuminated panel but does not include a hoarding within the meaning of Section 377 of the Local Government (Miscellaneous Provisions Act) 1960.</p> <p>Horizontal sign: means a sign affixed or attached with its largest dimension horizontal to and parallel with the wall of a building or a structure to which it is attached.</p> <p>Illuminated sign: means a sign that is so arranged as to be capable of being lit either from within or from without the sign by artificial light provided, or mainly provided, for that purpose.</p> <p>Monolith sign: a sign which is not attached to a building with its largest dimension being vertical. Such a sign may consist of a number of modules and is generally uniform in shape from ground level to the top of the sign and is greater than 1.2m in height.</p> <p>Projecting sign: a sign which projects more than 300mm from a wall of the building below the eaves or ceiling height.</p> <p>Pylon sign: a sign supported by one or more piers and which is not attached to a building, and includes a detached sign framework supported on one or more piers to which sign infills may be added.</p> <p>Roof sign: a sign displayed on the roof of a building.</p> <p>Vertical sign: a sign attached to a building in which the vertical dimension exceeds the horizontal dimension exclusive of a back projection.</p> <p>Wall sign: a sign which is affixed to the external part of a wall of the building but does not project more than 300mm from the wall and no part of which is above the lowest point of the eaves or ceiling of the building.</p>

1. Policy Objectives

- 1.1 To define locations, types and design of advertising signs that may be installed.
- 1.2 To allow for the construction of advertising signs without having an adverse impact on public safety, the local character and setting of the area or the amenity of the neighbouring properties.

2. Exemptions

2.1 In addition to Schedule 5 of the Scheme, the following signs are exempt from Planning Approval:

- a) a sign erected or maintained pursuant to any Statute having operation within the State;
- b) a sale sign not exceeding 1m² in area;
- c) a plate not exceeding 0.2m² in area erected or affixed on the street alignment or between that alignment and the building line to indicate the name and occupation or profession of an occupier of a building on the land;
- d) a sign used solely for the direction and control of people, animals or vehicles or to indicate the name or street number of a premises, if the area of the sign does not exceed 0.2m²;
- e) an advertisement affixed to or painted on a shop window by the occupier thereof and relating to the business carried on therein;
- f) a sign displaying solely the name and occupation of any occupier of business premises painted on a window or wall of those premises providing that the sign does not exceed 1.08m² in area and a height of 600mm;
- g) a sign within a building unless the sign is considered to be objectionable by the Council;
- h) a sign not larger than 0.7m x 0.9m on an advertising pillar or panel approved by the Council for the purpose of displaying public notices for information;
- i) a building name sign on residential flats or home units where it is of a single line of letters not exceeding 300mm in height, fixed to the façade of the building;
- j) a newspaper poster;
- k) a sign that is required by the Builder's Registration Board or other Government body or authority to be displayed on a building site, provided that:
 - the area of the sign does not exceed 1.5 square metres; and
 - no part of the structure is more than 20 metres above the ground directly below it.Any such sign shall be removed within seven (7) days of completion of the building works on the building site.
- l) Community Service sign, which shall:
 - be located on the site of a community event or on the property of the organisation holding the community event;
 - be limited to a maximum of one sign per frontage on a lot;
 - not be illuminated; and
 - not be exhibited more than 4 weeks prior to the event advertised and must be removed by the end of the day following the event.

3. Prohibited Signs

- 3.1 Bill Posting - a person shall not post a bill or paint, stencil, place or affix an advertisement on a street or on a building, structure, fence, wall, hoarding, sign post, blind or awning so as to be visible to a person in a street, public place, reserve or other land, except on a hoarding approved for the purpose by the Council.
- 3.2 Fly Posting - A person shall not fly post at any place or location within the district.
- 3.3 Audio signs shall not be permitted.
- 3.4 Tethered sign – a sign which is suspended from or tethered to any structure, tree or pole (with or without supporting framework) and made of paper, plastic, fabric or similar materials. Includes flags, balloons and banners.

4. Policy Provisions

General Requirements

4.1 All advertisement signs shall:

- a) not undermine or conflict with the objectives of this Policy;
- b) not be approved on a property which does not relate to the sign, unless it is a Shire of Irwin sign;
- c) not pose a threat to public safety or health and shall not have any sharp or pointed projections below a height of 2.2 metres from ground level;
- d) not extend beyond any property boundary of a lot, overhang or encroach onto any reserve, Council verge or road reserve;

- e) not to be in any position where it obstructs the view from a street or site lines for vehicles entering and departing the subject lot on which the sign is placed;
 - f) if illuminated;
 - (i) use a low level of illumination and not cause a nuisance, by way of light spillage, to abutting sites;
 - (ii) not comprise of flashing, pulsating, chasing or running lights;
 - (iii) not interfere with or be likely to be confused with traffic control signals; and
 - (iv) have a minimum clearance of 2.2 metres from ground level.
 - g) Not be displayed where it would detract from the aesthetic environment of a park or other land used by the public for recreation;
 - h) not be displayed where it would detrimentally affect the amenity of the area;
 - i) not be displayed where it is not associated with the approved use of the property, unless it is a Shire of Irwin sign;
 - j) not be displayed on or within 3m of a carriageway;
 - k) not be displayed upon a dividing strip, round-about or traffic island; and,
 - l) not be displayed where it would detrimentally affect the significance and aesthetics of a heritage area, place or building.
- 4.2 A sign shall be securely fixed to the structure by which it is supported, to the satisfaction of the Council, and shall be maintained in a safe condition.
- 4.3 A sign shall not be erected or maintained so as to obstruct access to or from a door, fire escape or window, other than a window designed for the display of goods.
- 4.4 Glass shall not be used in any sign other than an electric light globe or tube.
- 4.5 Except in the case of posters securely affixed to a signboard or hoarding, paper, cardboard, cloth or other readily combustible material shall not form part of or be attached to any sign.
- 4.6 Planning Approval will not be granted for advertising signs within a Main Roads Western Australia (MRWA) road reserve, without prior approval from MRWA.

5. Signs for which Planning Approval is required

5.1 Child Care Centre Signs

- a) Approved Child Care Centres can display only one advertising sign approved by the Council.
- b) The maximum lettering height is 200mm.
- c) Where letters or numerals are individually fixed to walls, the colours and materials shall be approved by the Town Planner.
- d) Where signboards are used, the board shall not exceed 500mm in height and 1000mm in length.
- e) Signs shall not be illuminated after 8.00 pm each night.



5.2 Clocks

5.2.1 A clock shall:

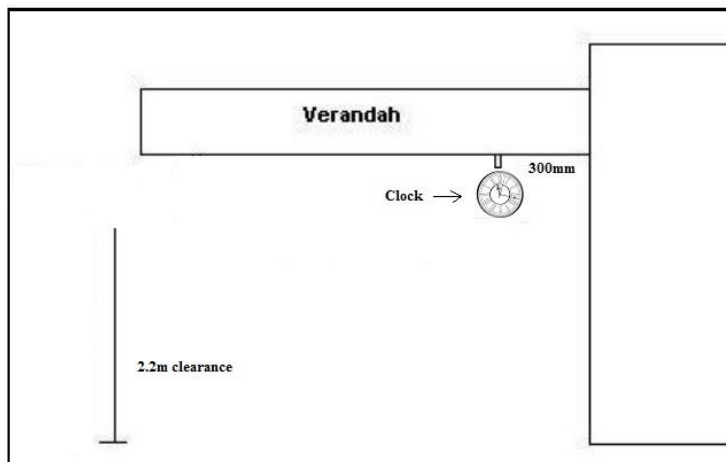
- If suspended under a veranda or in an arcade, have its centre coinciding with the centre line of the footway, accessway or footpath thereunder;
- comply as regards size with the following table; and

<i>Height at Bottom of Clock above Footway</i>	<i>Maximum Diameter or Width of Clock Face and Depth of Clock including Lettering</i>
2.75m and under 4m	300mm
4m and under 6m	750mm
6m and under 12m	1m
12m and over	1.5m

- be fixed either parallel or at right angles to the wall to which it is attached.

5.2.2 Not project from the wall to which it is attached:

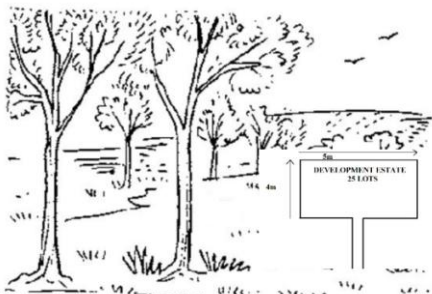
- if parallel to the wall, beyond 300mm; or
- if at right angles to the wall, beyond 200mm;
 - afford a minimum headway of 2.2m;
 - be maintained so as to show the correct time;
 - be illuminated from sunset to midnight; and
 - if fitted with chimes, not be permitted to strike between midnight and 7.00am.



5.3 Development Signs

5.3.1 A development sign shall:

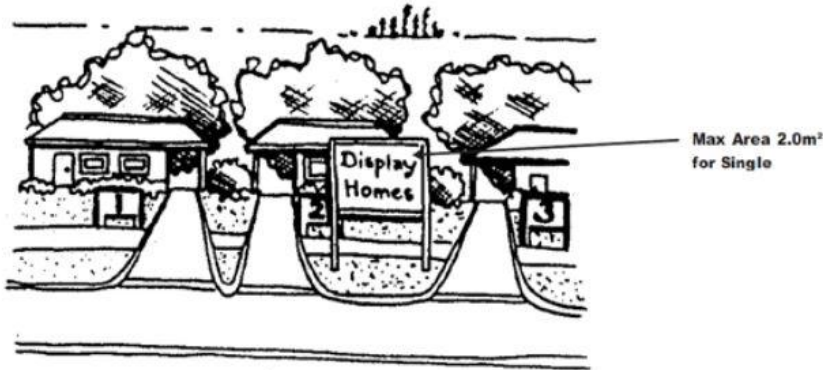
- only be erected where the area of residential land being subdivided exceeds five hectares;
- only be erected in the ratio of 1m² of area per hectare up to a maximum of 50m² with no individual sign exceeding 20m²; and
- be removed from the site within two years or when all of the lots in the subdivision have been sold, whichever is the sooner.



5.4 Display Home Signs

5.4.1 A display home sign shall:

- a) be provided in a ratio not exceeding 2m^2 per house in a centre with no individual sign exceeding 4m^2 ;
- b) not have an overall height of more than 4m ;
- c) not be illuminated after 9.00pm; and
- d) not be erected for a period exceeding six months at any one time.

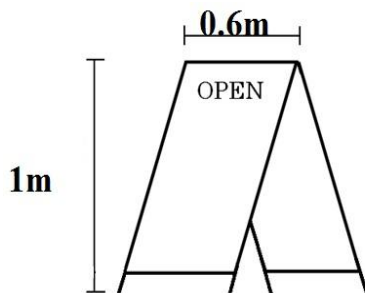


5.5 Freestanding signs

5.5.1 Not more than 1 freestanding sign shall be erected in relation to the one building or business.

5.5.2 Freestanding signs shall:

- a) not exceed 1m in height and 0.6m in width;
- b) not exceed an area of 1m^2 on any side;
- c) not to be erected in any position other than immediately adjacent to the building or business to which the sign relates;
- d) not display any matter other than that of the business to which it relates;
- e) be removed each day at the close of business to which it relates and not be erected again until the business next opens for trading; and
- f) be covered under the public liability insurance of the business to which it related, if located on a thoroughfare.

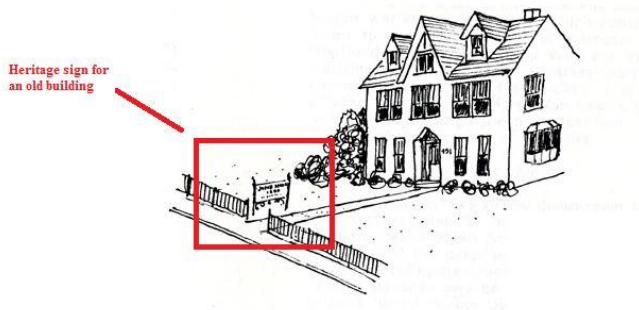


5.6 Signs associated with Heritage listed places

5.6.1 New signs are to:

- not dominate a Heritage building or Place. Instead, signs should be placed where they would have traditionally been placed, and should be limited to a level consistent with traditional coverage;
- not be located where they would obscure or detract from a feature of the building; and
- be located so as to ensure views to individually significant signs are maintained.

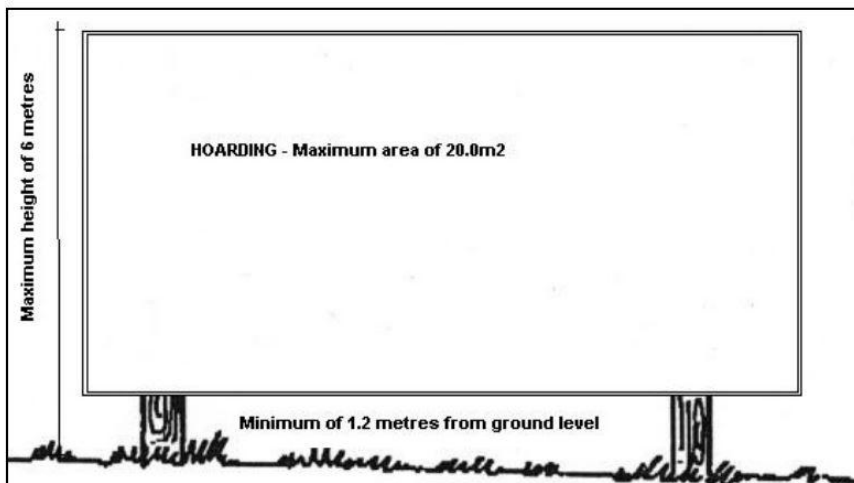
5.6.2 Signage of properties included on the State Heritage Register is required to be referred to the Heritage Council for Comment.



5.7 Hoardings

5.7.1 A hoarding shall not:

- be erected on land unless an industrial and/or commercial use is existing;
- except with the approval of the Council be erected within 15m of a street or other public place and in any case not closer than its own height to a street or public place; and
- be of an area greater than 20m².



5.8 Horizontal Signs

5.8.1 A horizontal sign shall:

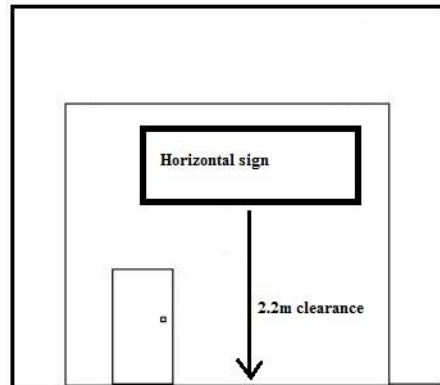
- afford a minimum headway of 2.2m;
- be fixed parallel to the wall of the building to which it is attached;
- as per the table below;

<i>Minimum Distance of Sign above Street</i>	<i>Maximum Depth of Letters on Sign</i>
Less than 7.5m	900mm
7.5m to 9m	1100mm
9m to 12m	1300mm
Each increase above 12m shall be 200mm in depth for each 300mm in height to a maximum of 4.5m	

- d) not project more than 600mm from the wall to which it is attached; and
- e) not be within 600mm of either end of the wall to which it is attached, unless the end of the sign abuts against a brick, stone or cement corbel, pier or pilaster which is at least 225mm wide and projects at least 25mm in front of and 75mm above and below the sign.

5.8.2 The name of the building, owner or occupier may be shown on the façade of a building however:

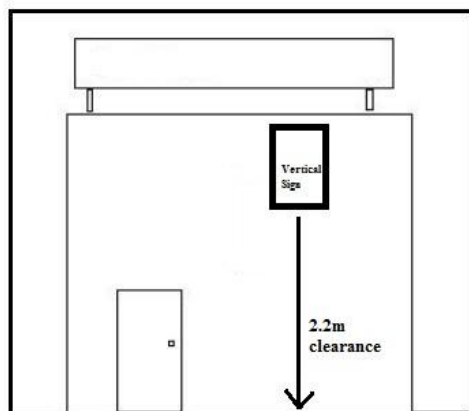
- a) unless otherwise specifically approved by the Council, only one such name shall be placed on any façade;
- b) the letters of the name shall not exceed 1.5m in height;
- c) the letters shall be of metal or other incombustible material; and
- d) the letters shall not be lit or illuminated unless all illuminated lettering has been approved by the Council.



5.9 Vertical Signs

5.9.1 A vertical sign shall:

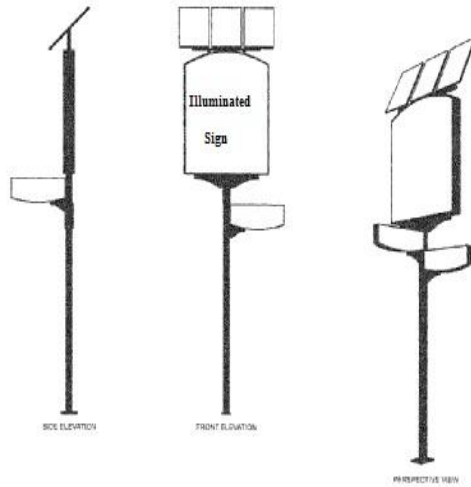
- a) afford a minimum headway of 2.2m;
- b) not project more than 1m from the face of the building to which it is attached;
- c) not be within 1.75m of either end of the wall to which it is attached;
- d) be of a height at least twice its width;
- e) not project more than 1m above the top of the wall to which it is attached nor more than 1m back from the face of that wall;
- f) not be within 4m of another vertical sign on the same building;
- g) not be placed on a corner of a building, except at a street intersection when it may be placed at an angle with the walls so as to be visible from both streets; and
- h) except with the approval of the local government or an authorised person not exceed 1m in width exclusive of the back projection.



5.10 Illuminated Signs

5.10.1 An illuminated sign shall:

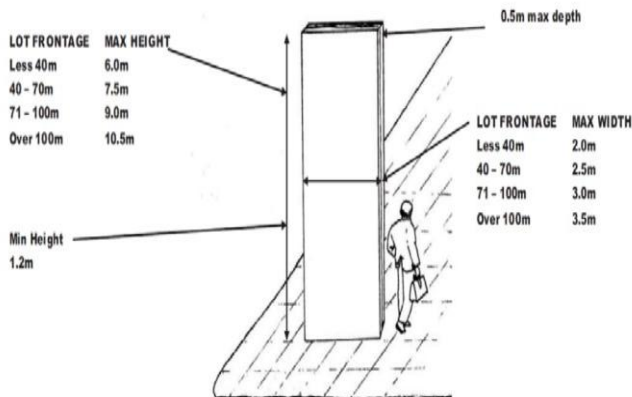
- have any boxing or casing in which it is enclosed constructed of incombustible material;
- have its electrical installation constructed and maintained to the satisfaction of Western Power or the appropriate electricity supply authority and in accordance with AS3000-1989;
- be maintained to operate as an illuminated sign;
- not have a light of such intensity as to cause annoyance to the public; and
- have a minimum clearance of 2.2m from ground level.



5.11 Monolith Signs

5.11.1 Monolith signs shall:

- be limited to a maximum of one free standing sign on a lot;
- not be permitted when a pylon sign or hoarding sign is located on the same lot;
- not be located within 1m of a crossover;
- have a maximum depth of 0.5m;
- if the frontage is less than 40m, then a sign shall be limited to 6m in height and 2m in width;
- if the frontage is between 40m and 70m, then a sign shall be limited to 7.5m in height and 2.5m in width;
- if the frontage is between 71m and 100m, then a sign shall be limited to 9m in height and 3m in width; and
- if the frontage is above 101m, then a sign shall be limited to 10.5m in height and 3.5m in width.



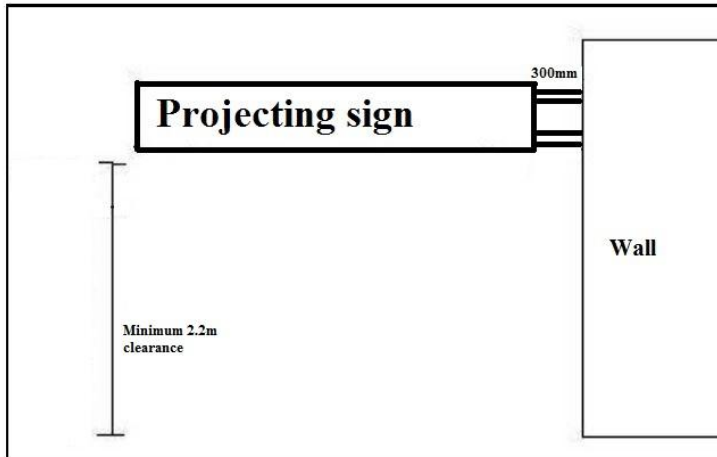
5.12 Projecting sign

5.12.1 A projecting sign is to:

- a) be limited to a maximum of one projecting sign per tenancy; and
- b) have a minimum clearance of 2.2m from the finished ground level to the lowest part of the sign.

5.12.2 A projecting sign directly attached to a building is to:

- a) not project more than 1m from the wall and not exceed 4m² in area;
- b) not be placed within 2m of either end of the wall to which is attached; and
- c) not project above the top of the wall to which it is attached.

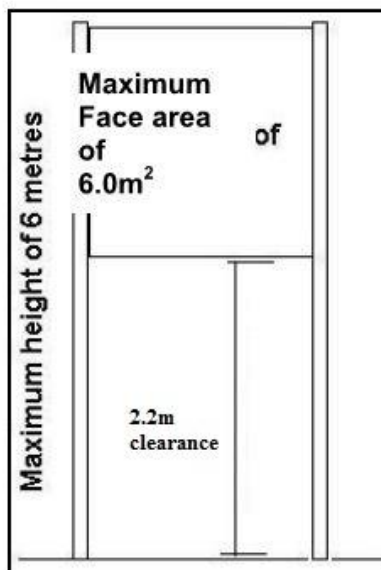


5.13 Pylon Signs

5.13.1 Where pylon signs are to be erected on a lot with multiple tenants/businesses, the Local Government may require all the pylon signs be incorporated into one sign that allows for each tenant/business to have one sign within it.

5.13.2 A pylon sign shall:

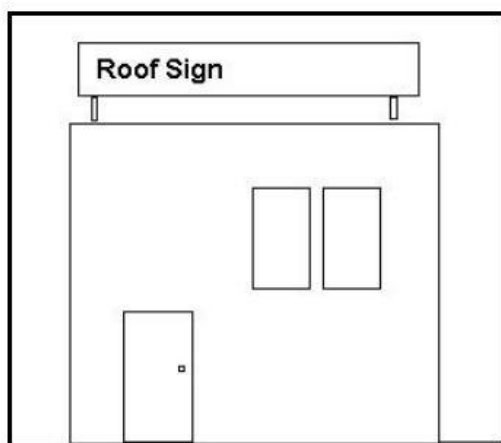
- a) have a minimum clearance of 2.2m from ground level;
- b) not be more than 6m above ground level;
- c) not exceed 2.5m either vertically or horizontally across the face of the sign;
- d) not be greater than 6m² in area;
- e) be restricted to a maximum of one per property; and
- f) not exceed 2.6m in width or 6m in height above ground level.



5.14 Roof Signs

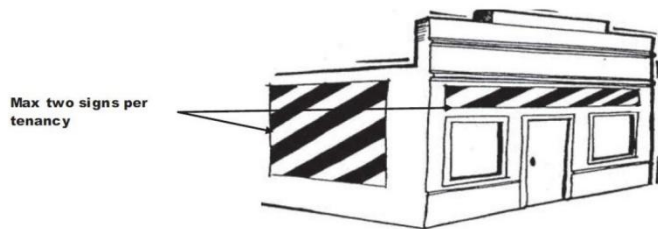
- 5.14.1 A roof sign should not extend laterally beyond the external wall of the structure or building on which it is erected or displayed.
- 5.14.2 A roof sign should not project above the ridge line of the building on which it is erected or displayed.
- 5.14.3 No more than one roof sign should be erected in relation to the one building.
- 5.14.4 A roof sign should comply with the following:

Height of main building above ground level where sign is to be fixed	Maximum height of sign
5m and under	1.25m
Above 5m to 6m	1.5m
Above 6m to 12m	2.0m
Above 12m to 18m	2.5m



5.15 Wall Signs

- 5.15.1 Wall signs are to:
- be limited to a maximum number of two such signs for each tenancy within a building other than a building within a residential zone;
 - not exceed 10 percent in area in total on any one wall (excluding projecting signs); and
 - if placed directly over door openings, have a minimum clearance of 2.2m from the finished ground level.
- 5.15.2 If attached to a building by means of cables, ropes or the like:
- be non-flammable; or
 - not be erected for more than 14 days in total in any one calendar year.



Variation of Provisions

Applications seeking variations to the policy provisions outlined in Sections 4 and 5 above shall be determined in accordance with the purpose, objectives and other relevant provisions of this policy.

Neighbour Consultation

Applications seeking variations to the policy provisions outlined in Sections 4 and 5 above may require neighbour consultation (to be determined by the local government).

Referral requirements for signage on land adjoining a Main Road

Signage applications that adjoin a MRWA road reserve may be referred to MRWA.

Compliance

Existing signage which has been erected without Planning Approval will be dealt with under Clause 8.4 of the Shire's Local Planning Scheme No.5 (the Scheme). Under this Clause, applicants may apply to the Shire for retrospective approval for unauthorised signage which will be assessed against the policy. If a retrospective planning application is not submitted, unauthorised signage will be removed under Clause 11.2 of the Scheme. The Shire will not support retrospective planning applications where they conflict with purpose, objectives or provisions of this policy.



Ordinary Council Meeting

27 May 2025

Item COM 01-05/25

Attachment 2

Activities and Trading in Thoroughfares
and Public Places Local Law 2000

SHIRE OF IRWIN
Activities on Thoroughfares and Trading in Thoroughfares
and Public Places Local Law
2000

Local Government Act 1995

LOCAL GOVERNMENT ACT 1995

SHIRE OF IRWIN

**ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND
PUBLIC PLACES LOCAL LAW**

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PRESCRIBED OFFENCES

Local Government Act 1995

SHIRE OF IRWIN

ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND
PUBLIC PLACES LOCAL LAW

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Irwin resolved on [insert date] to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the Shire of Irwin Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law.

1.2 Definitions

In this local law unless the context otherwise requires -

"Act" means the *Local Government Act 1995*;

"applicant" means a person who applies for a permit;

"authorized person" means a person authorized by the local government under section 9.10 of the Act to perform any of the functions of an authorized person under this local law;

"built-up area" has the meaning given to it in the *Road Traffic Code 1975*;

"carriageway" means the paved or made portion of a thoroughfare used or intended for use by vehicles;

"CEO" means the chief executive officer of the local government;

"Council" means the council of the local government;

"district" means the district of the local government;

"footpath" means the paved or made portion of a thoroughfare used or intended for use by pedestrians and cyclists;

"kerb" includes the edge of a carriageway;

"liquor" has the meaning given to it in section 3 of the *Liquor Licensing Act 1988*;

"local government" means the Shire of Irwin;

"local government property" means anything except a thoroughfare -

- (a) which belongs to the local government;
-

(b) of which the local government is the management body under the *Land Administration Act 1997*; or

(b) which is an 'otherwise unvested facility' within section 3.53 of the Act;

"permit" means a permit issued under this local law;

"permit holder" means a person who holds a valid permit;

"person" does not include the local government;

"premises" for the purpose of the definition of "public place" in both this clause and clause 6.1, means a building or similar structure, but does not include a carpark or a similar place;

"public place" includes any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include –

(a) premises on private property from which trading is lawfully conducted under a written law; and

(b) local government property;

"Regulations" means the *Local Government (Functions and General) Regulations 1996*;

"sign" includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

"townsite" means the townsites of [insert names of townsites] which are –

(a) constituted under section 26(2) of the *Land Administration Act 1997*; or

(b) referred to in clause 37 of Schedule 9.3 of the Act;

"vehicle" includes –

(a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and

(b) an animal being ridden or driven,

but excludes –

(a) a wheel-chair or any device designed for use by a physically impaired person on a footpath; and

(b) a pram, a stroller or a similar device; and

1.3 Application

This local law applies throughout the district.

1.4 Repeal

- (1) The following local laws are repealed --

Relating to --

Control of Hawkers, published in the Government Gazettes of 30 December 1955 and 11 May 1973;

Removal and Disposal of Obstructing Animals or Vehicles, published in the Government gazette of 1 December 1978.

- (2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.
- (3) The Council may resolve that notwithstanding subclause (2) specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.
-

PART 2 – ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES

Division 1 - General

2.1 General prohibitions

A person shall not -

- (a) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (b) play or participate in any game or sport so as to cause danger to any person or thing or impede the movement of vehicles or persons on a thoroughfare.

2.2 Activities allowed with a permit - general

(1) A person shall not, without a permit –

- (a) dig or otherwise create a trench through or under a kerb or footpath;
- (b) damage a thoroughfare;
- (c) light any fire or burn any thing on a thoroughfare other than in a stove or fireplace provided for that purpose or under a permit issued under clause 5.13;
- (d) fell any tree onto a thoroughfare;
- (e) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare.

(2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

2.3 No possession and consumption of liquor on thoroughfare

(1) A person shall not consume any liquor or have in her or his possession or under her or his control any liquor on a thoroughfare unless –

- (a) that is permitted under the *Liquor Licensing Act 1988* or under another written law; or
- (b) the person is doing so in accordance with a permit.

(2) Subclause (1) does not apply where the liquor is in a sealed container.

Division 2 - Signs erected by the local government

2.4 Signs

(1) A local government may erect a sign on a public place specifying any conditions of use which apply to that place.

(2) A person shall comply with a sign erected under subclause (1).

- (3) A condition of use specified on a sign erected under subclause (1) is to be for the purpose of giving notice of the effect of a provision of this local law.

Division 3 - Driving on a closed thoroughfare

2.5 No driving on closed thoroughfare

- (1) A person shall not drive or take a vehicle on a closed thoroughfare unless --

(a) that is in accordance with any limits or exceptions specified in the order made under section 3.50 of the Act; or

(b) the person has first obtained a permit.

- (2) In this clause --

"closed thoroughfare" means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

PART 3 – ADVERTISING SIGNS ON THOROUGHFARES

Division 1 - Preliminary

3.1 Interpretation

In this Part, unless the context otherwise requires -

"**advertising sign**" means a sign used for the purpose of advertisement and includes an "election sign";

"**direction sign**" means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;

"**election sign**" means a sign or poster which advertises any aspect of a forthcoming Federal, State or Local Government election; and

"**portable direction sign**" means a portable free standing direction sign; and

"**portable sign**" means a portable free standing advertising sign.

Division 2 - Permit

3.2 Advertising signs and portable direction signs

- (1) A person shall not, without a permit –
 - (a) erect or place an advertising sign on a thoroughfare; or
 - (b) post any bill or paint, place or affix any advertisement on a thoroughfare.
 - (2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which neither exceeds 500mm in height nor 0.5m² in area, provided that the sign is placed or erected on a thoroughfare on an infrequent or occasional basis only to direct attention to a place, activity or event during the hours of that activity or event.
 - (3) Notwithstanding subclause (1), a person shall not erect or place an advertising sign -
 - (a) on a footpath;
 - (b) over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5m;
 - (c) on or within 3m of a carriageway;
 - (d) in any other location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
-

- (e) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.

3.3 Matters to be considered in determining application for permit

In determining an application for a permit for the purpose of clause 3.2(1), the local government is to have regard to -

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other advertising signs already approved or erected in the vicinity of the proposed location of the sign;
- (d) whether or not the sign will create a hazard to persons using a thoroughfare; and
- (e) the amount of the public liability insurance cover, if any, to be obtained by the applicant.

Division 3 – Conditions on permit

3.4 Conditions on portable sign

If the local government approves an application for a permit for a portable sign, the application is to be taken to be approved subject to the following conditions –

- (a) the portable sign shall -
 - (i) not exceed 1m in height;
 - (ii) not exceed an area of 1m² on any side;
 - (iii) relate only to the business activity described on the permit;
 - (iv) contain letters not less than 200mm in height;
 - (v) not be erected in any position other than immediately adjacent to the building or the business to which the sign relates;
 - (vi) be removed each day at the close of the business to which it relates and not be erected again until the business next opens for trading;
 - (vii) be secured in position in accordance with any requirements of the local government;
 - (viii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person; and
 - (ix) be maintained in good condition; and
 - (b) no more than one portable sign shall be erected in relation to the one building or business.
-

3.5 Conditions on election sign

If the local government approves an application for a permit for the erection or placement of an election sign on a thoroughfare, the application is to be taken to be approved subject to the sign –

- (a) being erected at least 30m from any intersection;
 - (b) being free standing and not being affixed to any existing sign, post, power or light pole, or similar structure;
 - (c) being placed so as not to obstruct or impede the reasonable use of a thoroughfare, or access to a place by any person;
 - (d) being placed so as not to obstruct or impede the vision of a driver of a vehicle entering or leaving a thoroughfare or crossing;
 - (e) being maintained in good condition;
 - (f) not being erected until the election to which it relates has been officially announced;
 - (g) being removed within 24 hours of the close of polls on voting day;
 - (h) not being placed within 100m of any works on the thoroughfare;
 - (i) being securely installed;
 - (j) not being an illuminated sign;
 - (k) not incorporating reflective or fluorescent materials; and
 - (l) not displaying only part of a message which is to be read with other separate signs in order to obtain the whole message.
-

PART 4 – OBSTRUCTING ANIMALS OR VEHICLES

Division 1 - Animals and vehicles

4.1 Leaving animal or vehicle in public place or on local government property

- (1) A person shall not leave an animal or a vehicle, or any part of a vehicle, in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorized to do so under a written law.
- (2) A person will not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour.
- (3) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

4.2 Prohibitions relating to animals

- (1) In subclause (2), "owner" in relation to an animal includes –
 - (a) an owner of it;
 - (b) a person in possession of it;
 - (c) a person who has control of it; and
 - (d) a person who ordinarily occupies the premises where the animal is permitted to stay.
- (2) An owner of an animal shall not –
 - (a) allow the animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
 - (b) allow an animal which has a contagious or infectious disease to be led, ridden or driven in a public place; or
 - (c) train or race the animal on a thoroughfare.
- (3) An owner of a horse shall not lead, ride or drive a horse on a thoroughfare in a built-up area, unless that person does so under a permit or under the authority of a written law.

PART 5 - ROADSIDE CONSERVATION

Division 1 - Preliminary

5.1 Interpretation

In this Part -

"MRWA" means Main Roads Western Australia;

"protected flora" has the meaning given to it in section 6(1) of the *Wildlife Conservation Act 1950*;

"rare flora" has the meaning given to it in section 23F of the *Wildlife Conservation Act 1950*;

"Roadside Conservation Committee" means the Roadside Conservation Committee established under the Land Resource Policy Council within the Office of Premier and Cabinet; and

"special environmental area" means an area designated as such under clause 5.7.

5.2 Application

This Part does not apply to the townsites.

Division 2 - Flora roads

5.3 Declaration of flora road

The local government may declare a thoroughfare which has, in the opinion of the local government, high quality roadside vegetation to be a flora road.

5.4 Construction works on flora roads

Construction and maintenance work carried out by the local government on a flora road is to be in accordance with the 'Code of Practice for Roadside Conservation and Road Maintenance' prepared by the Roadside Conservation Committee.

5.5 Signposting of flora roads

The local government may signpost flora roads with the standard MRWA 'flora road' sign.

5.6 Driving only on carriageway of flora roads

- (1) A person driving or riding a vehicle on a flora road shall only drive or ride the vehicle on the carriageway.
- (2) Subclause (1) does not apply where -
 - (a) conditions on the thoroughfare do not reasonably permit a vehicle to remain on the carriageway;
 - (b) there is no carriageway; or
 - (c) an exemption from the application of subclause (1) has been obtained from the local government.

Division 3 - Special environmental areas

5.7 Designation of special environmental areas

The local government may designate a thoroughfare, or any part of a thoroughfare, as a special environmental area which -

- (a) has protected flora or rare flora; or
-

- (b) in the opinion of the local government, has environmental, aesthetic or cultural significance.

5.8 Marking of special environmental areas

The local government is to mark and keep a register of each thoroughfare, or part of a thoroughfare, designated as a special environmental area.

Division 4 – Planting in thoroughfares

5.9 Permit to plant

A person shall not plant any plant or sow any seeds in a thoroughfare without first obtaining a permit.

5.10 Relevant considerations in determining application

In determining an application for a permit for the purpose of clause 5.9, the local government is to have regard to -

- (a) existing vegetation within that part of the thoroughfare in which the planting is to take place; and
- (b) the diversity of species and the prevalence of the species which are to be planted or sown.

Division 5 - Clearance of vegetation

5.11 Permit to clear

A person shall not clear and maintain in a cleared state, the surface of a thoroughfare within 1m of that person's land without first obtaining a permit and any other approvals which may be required under any written law.

5.12 Application for permit

In addition to the requirements of clause 7.1(2), a person making an application for a permit for the purpose of clause 5.11 shall submit a sketch plan clearly showing the boundary of the person's land and the portions of the thoroughfare joining that person's land which are to be cleared.

Division 6 - Fire management

5.13 Permit to burn thoroughfare

A person shall not burn part of a thoroughfare without first obtaining a permit or unless acting under the authority of any other written law.

5.14 Application for permit

In addition to the requirements of clause 7.1(2), an application for a permit for the purposes of clause 5.13 shall -

- (a) include a sketch plan showing the portions of a thoroughfare which are proposed to be burned; and
 - (b) advise of the estimated fire intensity and the measures to be taken to protect upper storey vegetation from the burn.
-

5.15 When application for permit can be approved

The local government may approve an application for a permit for the purpose of clause 5.13 only if the burning of the particular part of the thoroughfare will -

- (a) reduce a fire hazard and alternative means of reducing that hazard, such as slashing or the use of herbicides, are considered by the local government to be not feasible or more detrimental to native flora and fauna than burning; or
- (b) in the opinion of the local government, be beneficial for the preservation and conservation of native flora and fauna.

5.16 Prohibitions on burning

Notwithstanding anything to the contrary in this local law, an application for a permit for the purpose of clause 5.13 is not to be approved by the local government -

- (a) for burning between 31 August and 1 May of the following year where the intensity of the burn could damage native flora and fauna; or
- (b) in any year to any person for any part of a thoroughfare which is on the opposite side of the carriageway to that portion of the thoroughfare for which a permit to burn has been approved in the same year.

Division 7 - Firebreaks

5.17 Permit for firebreaks on thoroughfares

A person shall not construct a firebreak on a thoroughfare without first obtaining a permit.

5.18 When application for permit cannot be approved

- (1) The local government is not to approve an application for a permit for the purpose of clause 5.17 where the thoroughfare is less than 20m wide.
- (2) Subclause (1) does not apply where the firebreak is, in the opinion of the local government, desirable for the protection of roadside vegetation.

Division 8 - Commercial wildflower harvesting on thoroughfares

5.19 General prohibition on commercial wildflower harvesting

Subject to clause 5.20, a person shall not commercially harvest native flora on a thoroughfare.

5.20 Permit for revegetation projects

- (1) A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.
 - (2) The local government may approve an application for a permit under subclause (1) only where-
 - (a) the seed is required for a revegetation project in any part of the district; and
 - (b) the thoroughfare, or the relevant part of it, is not a special environmental area.
-

- (3) Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions –
- (a) the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and
 - (b) any licence or approval which may be required under any other written law is to be obtained by the applicant.
-

PART 6 - TRADING IN THOROUGHFARES AND PUBLIC PLACES

Division 1 - Stallholders and traders

Subdivision 1 - Preliminary

6.1 Interpretation

In this Division, unless the context otherwise requires -

"Competition Principles Agreement" means the Competition Principles Agreement executed by each State and Territory of the Commonwealth and the Commonwealth of Australia on 11 April 1995;

"public place" includes -

- (a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property,
but does not include premises on private property from which trading is lawfully conducted under a written law.

"stall" means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

"stallholder" means a person in charge of a stall;

"stallholder's permit" means a permit issued to a stallholder;

"trader" means a person who carries on trading;

"trader's permit" means a permit issued to a trader; and

"trading" includes -

- (a) the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
 - (b) displaying goods in any public place for the purpose of --
 - (i) offering them for sale or hire;
 - (ii) inviting offers for their sale or hire;
 - (iii) soliciting orders for them; or
 - (iv) carrying out any other transaction in relation to them; and
 - (c) the going from place to place, whether or not public places, and --
 - (i) offering goods or services for sale or hire;
 - (ii) inviting offers or soliciting orders for the sale or the hire of goods or services; or
-

(iii) carrying out any other transaction in relation to goods or services,

but does not include –

- (d) the setting up of a stall or the conducting of a business at a stall under the authority of a stallholder's permit;
- (e) the selling or the offering for sale of goods and services to, or the soliciting of orders for goods and services from a person who sells those goods or services;
- (f) the selling or the offering for sale or hire by a person of goods of her or his own manufacture or services which he or she provides; and
- (g) the selling or hiring or the offering for sale or hire of –
 - (i) goods by a person who represents a manufacturer of the goods; or
 - (ii) services by a person who represents a provider of the services,

which are sold directly to consumers and not through a shop.

Subdivision 2 - Permits

6.2 Stallholder's permit

- (1) A person shall not conduct a stall on a public place unless that person is –
 - (a) the holder of a valid stallholder's permit; or
 - (b) an assistant specified in a valid stallholder's permit.
 - (2) Every application for a stallholder's permit shall –
 - (a) state the full name and address of the applicant;
 - (b) specify the proposed number of assistants to be engaged by the applicant in conducting the stall, as well as their names and addresses if already engaged;
 - (c) specify the proposed location of the stall;
 - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of operation;
 - (e) specify the proposed goods or services to be sold or hired or offered for sale or hire from the stall; and
 - (f) be accompanied by an accurate plan and description of the proposed stall.
-

6.3 Trader's permit

- (1) A person shall not carry on trading unless that person is –
 - (a) the holder of a valid trader's permit; or
 - (b) an assistant specified in a valid trader's permit.
- (2) Every application for a trader's permit shall –
 - (a) state the full name and address of the applicant;
 - (b) specify the proposed number of assistants, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;
 - (c) specify the location or locations in which the applicant proposes to trade;
 - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of trading;
 - (e) specify the proposed goods or services which will be traded; and
 - (f) be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.
- (3) The conditions subject to which the local government may approve an application for a trader's permit include that the permit holder is permitted to remain at a particular location for as long as there is a customer making a purchase, but if there is no customer making a purchase the permit holder must move on from that location within a reasonable time of the last purchase having been made.

6.4 No permit required to sell newspaper

Notwithstanding any other provision of this local law, a person who sells, or offers for sale, a newspaper is not required to obtain a permit.

6.5 Relevant considerations in determining application for permit

- (1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to –
 - (a) any relevant policies of the local government;
 - (b) the desirability of the proposed activity;
 - (c) the location of the proposed activity;
 - (d) the principles set out in the Competition Principles Agreement; and
 - (e) such other matters as the local government may consider to be relevant in the circumstances of the case.
-

- (2) The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds –
- (a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
 - (b) that the applicant is not a desirable or suitable person to hold a permit;
 - (c) that –
 - (i) the applicant is an undischarged bankrupt or is in liquidation;
 - (ii) the applicant has entered into any composition or arrangement with creditors; or
 - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property;
 - (d) that the needs of the district, or the part for which the permit is sought, are adequately catered for by established shops or by persons who have valid permits to carry on trading or to conduct a stall; or
 - (e) such other grounds as the local government may consider to be relevant in the circumstances of the case.

6.6 Conditions of permit

- (1) If the local government approves an application for a permit under this Division subject to conditions, those conditions may include –
- (a) the place, the part of the district, or the thoroughfare to which the permit applies;
 - (b) the days and hours during which a permit holder may conduct a stall or trade;
 - (c) the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting a stall or in trading;
 - (d) the goods or services in respect of which a permit holder may conduct a stall or trade;
 - (e) the number of persons and the names of persons permitted to conduct a stall or trade;
 - (f) the requirement for personal attendance at the stall or the place of trading by the permit holder and the nomination of assistants, nominees or substitutes for the permit holder;
 - (g) whether and under what terms the permit is transferable;
 - (h) any prohibitions or restrictions concerning the –
 - (i) causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;
 - (ii) the use of amplifiers, sound equipment and sound instruments;
 - (iii) the use of signs; and
 - (iv) the use of any lighting apparatus or device;
 - (i) the manner in which the permit holder's name and other details of a valid permit are to be displayed;
-

- (j) the care, maintenance and cleansing of the stall or any structure used for trading and the place of the stall or any structure;
 - (k) the vacating of the place of a stall or trading when the stall is not being conducted or trading is not being carried on;
 - (l) the acquisition by the stallholder or trader of public risk insurance;
 - (m) the period for which the permit is valid; and
 - (n) the designation of any place or places where trading is wholly or from time to time prohibited by the local government.
- (2) Where a permit holder by reason of illness, accident or other sufficient cause is unable to comply with this local law, the local government may at the request of that permit holder authorize another person to be a nominee of the permit holder for a specified period, and this local law and the conditions of the permit shall apply to the nominee as if he or she was the permit holder.

6.7 Exemptions from requirement to pay fee or to obtain a permit

- (1) In this clause –

"charitable organisation" means an institution, association, club, society or body whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium; and

"commercial participant" means any person who is involved in operating a stall or in conducting any trading activity for personal gain or profit.

- (2) The local government may waive any fee required to be paid by an applicant for a stallholder's permit or a trader's permit on making an application for or on the issue of a permit, or may return any such fee which has been paid, if the stall is conducted or the trading is carried on –
- (a) on a portion of a public place adjoining the normal place of business of the applicant; or
 - (b) by a charitable organisation that does not sublet space to, or involve commercial participants in the conduct of a stall or trading, and any assistants that may be specified in the permit are members of that charitable organisation.
- (3) The local government may exempt a person or a class of persons, whether or not in relation to a specified public place, from the requirements of this Division.
-

Subdivision 3 - Conduct of stallholders and traders

6.8 Conduct of stallholders and traders

- (1) A stallholder while conducting a stall or a trader while trading shall –
- (a) display her or his permit to do so in a conspicuous place on the stall, vehicle or temporary structure or if there is no stall, vehicle or temporary structure, carry the permit with her or him while conducting a stall or trading;
 - (b) not display a permit unless it is a valid permit; and
 - (c) when selling goods by weight, carry and use for that purpose, scales tested and certified in accordance with the provisions of the *Weights and Measures Act 1915*.
- (2) A stallholder or trader shall not –
- (a) attempt to conduct a business within a distance of 300m of any shop or permanent place of business that is open for business and has for sale any goods or services of the kind being offered for sale by the stall holder or Trader.
 - (b) deposit or store any box or basket containing goods on any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
 - (c) act in an offensive manner;
 - (d) use or cause to be used any apparatus or device including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit; or
 - (e) in the case of a trader, carry on trading from a public place, unless there is adequate parking for customers' vehicles reasonably close to the place of trading.
-

PART 7 - PERMITS

Division 1 -- Applying for a permit

7.1 Application for permit

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall -
 - (a) be in the form determined by the local government;
 - (b) be signed by the applicant;
 - (c) provide the information required by the form; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

7.2 Decision on application for permit

- (1) The local government may --
 - (a) approve an application for a permit unconditionally or subject to any conditions; or
 - (b) refuse to approve an application for a permit.
 - (2) If the local government approves an application for a permit, it is to issue to the applicant a permit in the form determined by the local government.
 - (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
 - (4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the local government to impose other conditions on the permit under subclause (1)(a).
 - (5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused; the clause does not limit the power of the local government to refuse the application for a permit on other grounds under subclause (1)(b).
-

Division 2 - Conditions

7.3 Conditions which may be imposed on a permit

The local government may approve an application for a permit subject to conditions relating to -

- (a) the payment of a fee;
- (b) the duration and commencement of the permit;
- (c) the commencement of the permit being contingent on the happening of an event;
- (d) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (e) the approval of another application for a permit which may be required by the local government under any written law;
- (f) the area of the district to which the permit applies;
- (g) where a permit is issued for an activity which will or may cause damage to a public place, the payment of a deposit or bond against such damage;
- (h) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government; and
- (i) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.

7.4 Imposing conditions under a policy

- (1) In this clause -

"policy" means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 7.2(1)(a).

- (2) Under clause 7.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.
 - (3) The local government is to give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 7.2(2).
 - (4) An application for a permit is to be taken not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
 - (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy is to be taken to be information within section 5.94(u)(i) of the Act.
-

7.5 Compliance with and variation of conditions

- (1) Where an application for a permit has been approved subject to conditions, or where a permit is to be taken to be subject to conditions under this local law, the permit holder shall comply with each of those conditions.
- (2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

Division 3 - General

7.6 Duration of permit

A permit is valid for one year from the date on which it is issued, unless it is –

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 7.10.

7.7 Renewal of permit

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of –
 - (a) this Part; and
 - (b) any other provision of this local law relevant to the permit which is to be renewed,shall apply to an application for the renewal of a permit *mutatis mutandis*.

7.8 Transfer of permit

- (1) An application for the transfer of a valid permit is to –
 - (a) be made in writing;
 - (b) be signed by the permit holder and the proposed transferee of the permit;
 - (c) provide such information as the local government may require to enable the application to be determined; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
 - (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
 - (3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by –
 - (a) an endorsement on the permit signed by the CEO; or
 - (b) issuing to the transferee a permit in the form determined by the local government.
-

- (4) Where the local government approves an application for the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

7.9 Production of permit

A permit holder is to produce to an authorized person her or his permit immediately upon being required to do so by that authorized person.

7.10 Cancellation of permit

- (1) Subject to clause 8.1, a permit may be cancelled by the local government on any one or more of the following grounds –

- (a) the permit holder has not complied with a –

- (i) condition of the permit; or
- (ii) provision of any written law which may relate to the activity regulated by the permit; or

- (b) if it is relevant to the activity regulated by the permit –

- (i) the permit holder has become bankrupt, or gone into liquidation;
- (ii) the permit holder has entered into any composition or arrangement with creditors;
or
- (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager is appointed in relation to any part of the permit holder's undertakings or property.

- (2) On the cancellation of a permit the permit holder –

- (a) shall return the permit as soon as practicable to the local government; and
 - (b) is to be taken to have forfeited any fees paid in respect of the permit.
-

PART 8 - OBJECTIONS AND APPEALS

8.1 Application of Part 9 Division 1 of Act

When the local government makes a decision -

- (a) under clause 7.2(1); or
- (b) as to whether it will renew, vary, or cancel a permit,

the provisions of Division 1 of Part 9 of the Act and regulations 33 and 34 of the Regulations apply to that decision.

PART 9 - MISCELLANEOUS NOTICES

9.1 Notice to repair damage to thoroughfare

Where any portion of a thoroughfare has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

PART 10 - ENFORCEMENT

Division 1 - Notices given under this local law

10.1 Offence to fail to comply with notice

Whenever the local government gives a notice under this local law requiring a person to do any thing, if the person fails to comply with the notice, the person commits an offence.

10.2 Local government may undertake requirements of notice

Where a person fails to comply with a notice referred to in clause 10.1, the local government may do the thing specified in the notice and recover from that person, as a debt, the costs incurred in so doing.

Division 2 - Offences and penalties

Subdivision 1 - General

10.3 Offences

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

Subdivision 2 - Infringement notices and modified penalties

10.4 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorized person should be satisfied that –
 - (a) commission of the prescribed offence is a relatively minor matter; and
 - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

10.5 Forms

Unless otherwise specified, for the purposes of this local law -

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
-

- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
 - (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
-

SCHEDULE 1

PRESCRIBED OFFENCES

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1(a)	Damaging or interfering with signpost or structure on thoroughfare	300
2.1(b)	Playing games so as to impede vehicles or persons on thoroughfare	100
2.2(1)(a)	Digging a trench through a kerb or footpath without a permit	100
2.2(1)(c)	Lighting a fire on a thoroughfare without a permit	300
2.2(1)(d)	Felling tree onto thoroughfare without a permit	100
2.2(1)(e)	Interfering with anything on a thoroughfare without a permit	100
2.3(1)	Consumption or possession of liquor on thoroughfare	100
2.4(2)	Failure to comply with sign on public place	100
2.5(1)	Driving or taking a vehicle on a closed thoroughfare	300
3.2(1)	Placing advertising sign or affixing any advertisement on a thoroughfare without a permit	100
3.2(3)	Erecting or placing of advertising sign in a prohibited area	100
4.1(1)	Animal or vehicle obstructing a public place or local government property	100
4.2(2)(a)	Animal on thoroughfare when not led, ridden or driven	100
4.2(2)(b)	Animal on public place with infectious disease	100
4.2(2)(c)	Training or racing animal on thoroughfare in built-up area	100
4.2(3)	Horse led, ridden or driven on thoroughfare in built-up area	100
5.6(1)	Driving a vehicle on other than the carriageway of a flora road	200
5.9	Planting in thoroughfare without a permit	200
5.11	Failure to obtain permit to clear a thoroughfare	500
5.13	Burning of thoroughfare without a permit	500
5.17	Construction of firebreak on thoroughfare without a permit	500
5.19	Commercial harvesting of native flora on thoroughfare	500
5.20(1)	Collecting seed from native flora on thoroughfare without a permit	300
6.2(1)	Conducting of stall in public place without a permit	300
6.3(1)	Trading without a permit	300
6.8(1)(a)	Failure of stallholder or trader to display or carry permit	100
6.8(1)(b)	Stallholder or trader not displaying valid permit	100
6.8(1)(c)	Stallholder or trader not carrying certified scales when selling goods by weight	100
6.8(2)	Stallholder or trader engaged in prohibited conduct	100

AMENDMENT AND COUNCIL DECISION		160824
MOVED: Cr Wyse		SECONDED: Cr Scott
That Council, by Simple Majority:		
<ol style="list-style-type: none">1. Adopts the methodology for calculating the distance as prescribed in cl. 6.8(2)(a) of the <i>Shire of Irwin Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000</i> as the distance measured along a direct and accessible pedestrian route from the main entrance of the shop or permanent place of business.2. Approve the application for a traders permit on Lot 5 on Diagram 1935 St. Dominics Road, Port Denison subject to trading being restricted to Wednesdays only.		
VOTING DETAILS:		CARRIED: 7/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge, Cr Melsom	
Against:	Nil	

Reason for the change to the Officer Recommendation: Council considers the methodology of measuring a direct and accessible pedestrian route to be more appropriate in the circumstances of cl. 6.8(2)(a) of the *Shire of Irwin Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*.

SUBSTANTIVE MOTION AND COUNCIL DECISION		170824
MOVED: Cr Gillam		SECONDED: Cr Wyse
That Council, by Simple Majority:		
<ol style="list-style-type: none">1. Adopts the methodology for calculating the distance as prescribed in cl. 6.8(2)(a) of the <i>Shire of Irwin Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000</i> as the distance measured along a direct and accessible pedestrian route from the main entrance of the shop or permanent place of business.2. Approve the application for a traders permit on Lot 5 on Diagram 1935 St. Dominics Road, Port Denison subject to trading being restricted to Wednesdays only.		
VOTING DETAILS:		CARRIED: 7/0
For:	Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge, Cr Melsom	
Against:	Nil	



Ordinary Council Meeting

27 May 2025

Item DEV 01-05/25
Development Delegated and
Authorised Authority Report

April 2025 Development Delegated and Authorised Authority Report (Records of exercise of delegated and authorised powers or duties)

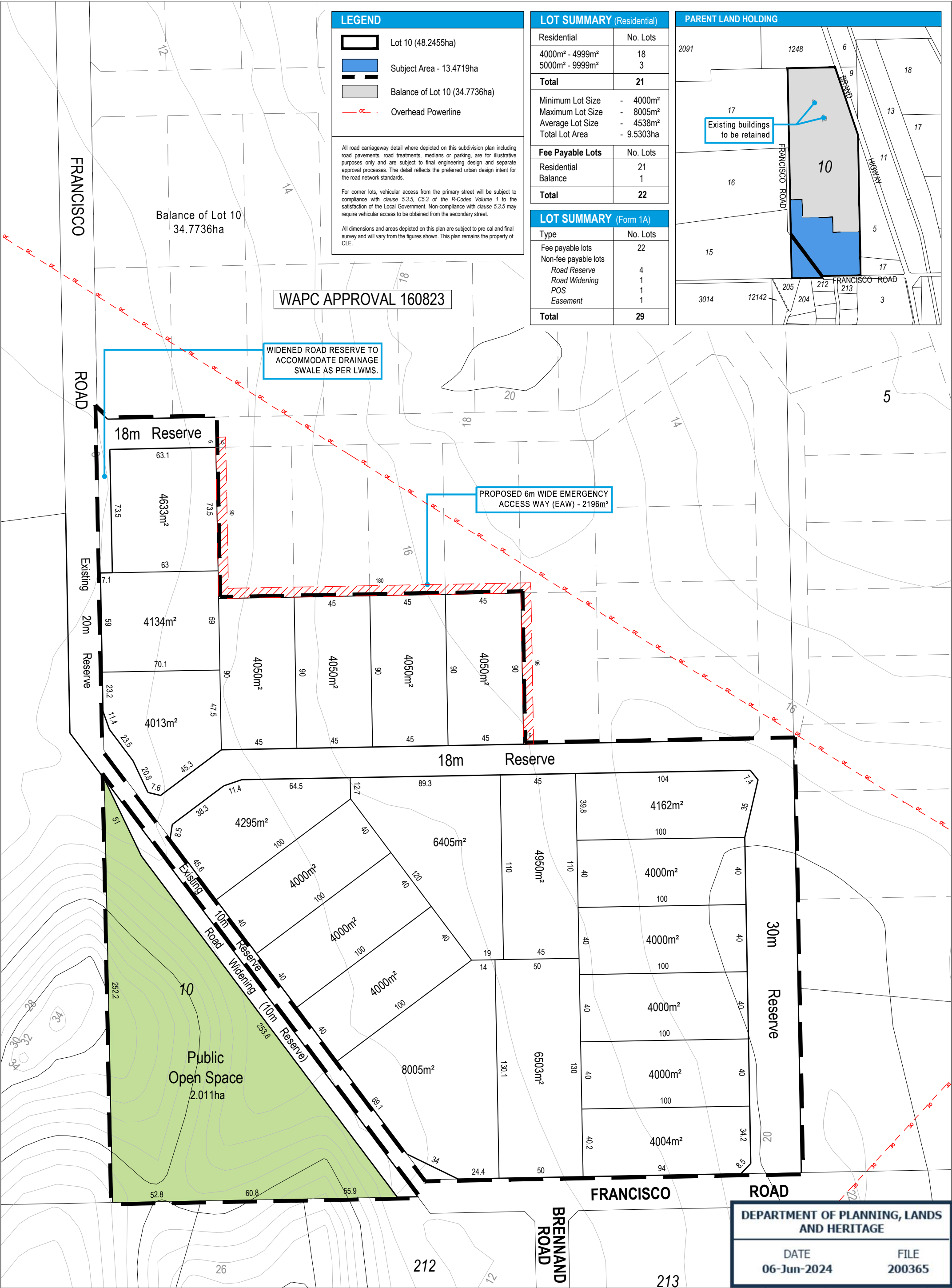
Function	Officer	Date of decision	Decision	Description	Address
Building Permit / Certificate	Manager Development	10 April 2025	Granted	Dwelling & Shed	Lot 2 (No. 4) Cuff Way, Port Denison
		11 April 2025	Granted	Dwelling Additions – Deck	Lot 316 (No. 1) Healy Street, Port Denison
		16 April 2025	Granted	Carport	Lot 555 (No. 32) Ocean Drive, Port Denison
		16 April 2025	Granted	Lean-to	Lot 217 (No. 102) Brennand Road, Dongara
		16 April 2025	Granted	Dwelling	Lot 32 (No. 25) Waldeck Street, Dongara
		23 April 2025	Granted	Retaining Wall	Lot 3000 (No. 8) George Street, Port Denison
Single House Application	Manager Development	8 April 2025	Granted	Retaining Wall	Lot 531 (No. 1) Emily Way, Dongara
		9 April 2025	Granted	Outbuilding	Lot 12 (No. 26) Hunts Road, Dongara
		11 April 2025	Granted	Ancillary Dwelling & Relocated Building Envelope	Lot 3 (No. 181) Springfield Drive, Springfield
		15 April 2025	Granted	Outbuilding	Lot 4 (No. 8) Cuff Way, Port Denison
		17 April 2025	Granted	Single House, Outbuilding & Water Tank	Lot 132 Bottlebrush Cove, Springfield
		17 April 2025	Granted	Carport & Outbuilding	Lot 1 (No. 3) Dent Court, Port Denison
		22 April 2025	Granted	Retaining Wall	Strata Lot 1 (No. 33) George Street, Dongara
		30 April 2025	Granted	Outbuilding	Lot 568 (No. 2) Oceanside Boulevard, Dongara
Development Approval	Manager Development	4 April 2025	Granted	Holiday Accommodation	Lot 35 (No. 12) Bertran Vista, Port Denison
		4 April 2025	Granted	Holiday Accommodation	Lot 179 (No. 20) Hunts Road, Dongara



Ordinary Council Meeting

27 May 2025

Item DEV 02-05/25
Attachment 1
Subdivision Plan






Ordinary Council Meeting




27 May 2025




Item DEV 02-05/25
Attachment 2
Road Naming Plan

This plan has been prepared for general information purposes only and uses potentially uncontrolled data from external sources. CLE does not guarantee the accuracy of this plan and it should not be used for any detailed site design. This plan remains the property of CLE.

Indicative Stages / Timeframes		
Stage	No. of lots	Indicative Stage Timeframes
Stage 1	21	Start as soon as practicable
Stage 2	26	2026
Stage 3	15	2027 / 2028
Stage 4	15	2029 / 2030
Stage 5	14	2031 / 2032

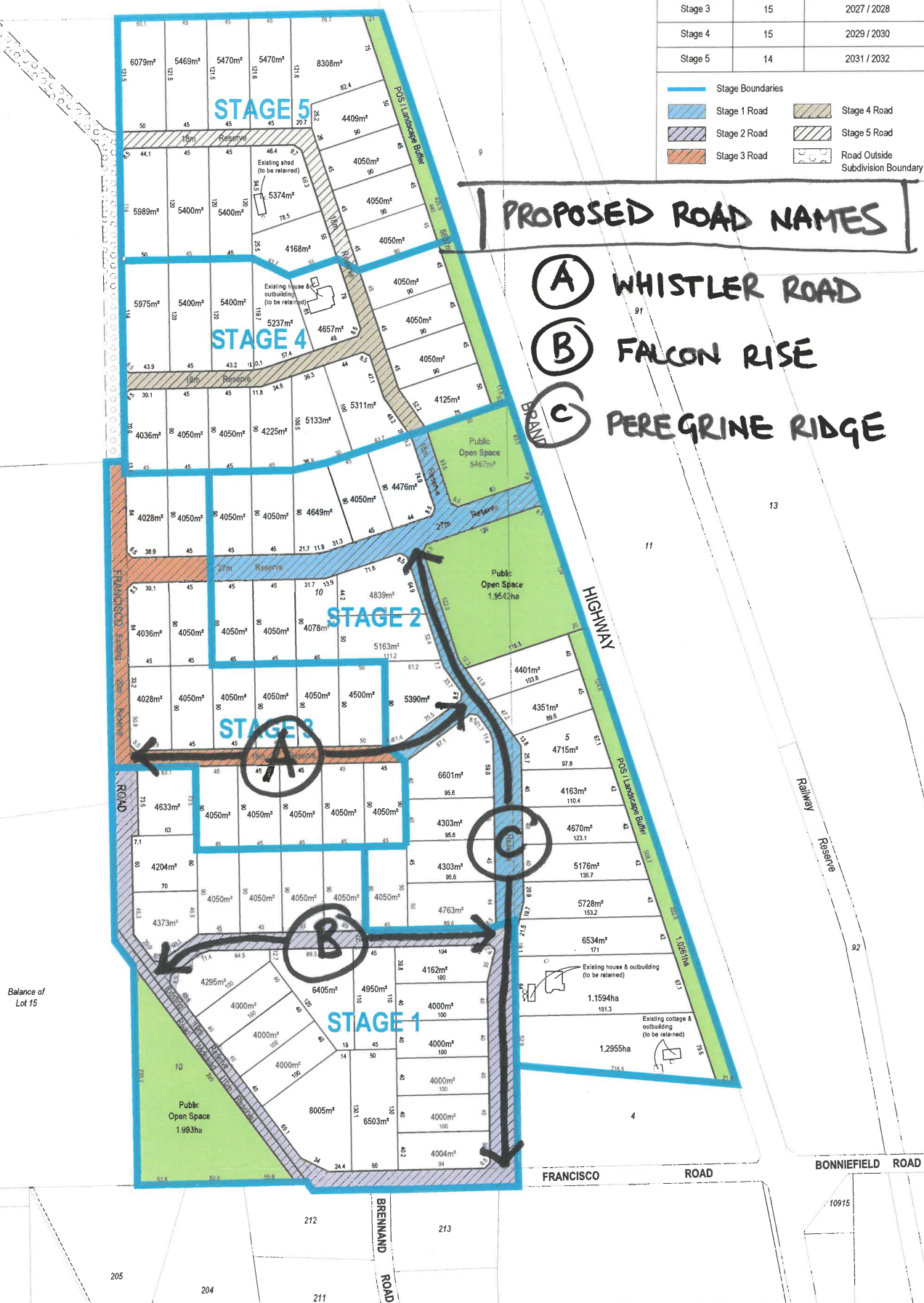
 Stage Boundaries

 Stage 1 Road
 Stage 2 Road
 Stage 3 Road

 Stage 4 Road
 Stage 5 Road
 Road Outside Subdivision Boundary

PROPOSED ROAD NAMES

- (A) WHISTLER ROAD
- (B) FALCON RISE
- (C) PEREGRINE RIDGE





Ordinary Council Meeting

27 May 2025

Item CEO 01-05/25
Bushfire Risk Management Plan
2025/30



FOR A SAFER STATE

Bushfire Risk Management Plan 2025/30



Office of Bushfire Risk Management endorsed XX XX 20XX
Local Government – Council endorsed XX XX 20XX

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Document control

Document name	SoI BRMP	Current version	1.1
Document owner	CEO Shire of Irwin	Issue date	DD/MM/YYYY
Document location	Emergency Services	Next review date	DD/MM/YYYY

Document endorsements

This Bushfire Risk Management Plan has been endorsed by the Office of Bushfire Risk Management as consistent with the standards detailed in the *Guidelines for Preparing a Bushfire Risk Management Plan 2024*.

The approval of the Bushfire Risk Management Plan by Shire of Irwin signifies support of the plan’s implementation and commitment to working with risk owners to manage bushfire risk. Approval does not signify acceptance of responsibility for risk, treatments or outcomes on land that is not managed by the Shire of Irwin.

Local Government	Representative	Signature	Date
Shire of Irwin	Shane Ivers CEO		

Publication information

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Chapter 1 Introduction

1.1. Background

This Bushfire Risk Management (BRM) Plan provides contextual information to inform a structured approach to identifying, assessing, prioritising, monitoring and treating bushfire risk. The BRM Plan has been prepared by the Shire of Irwin and encompasses all land within the Shire's boundaries. The BRM plan has been prepared with due consideration of the requirements stated in the *Guidelines for Preparing a Bushfire Risk Management Plan* (the Guidelines) published by the Office of Bushfire Risk Management (OBRM) including the principles described in *ISO 31000:2018 Risk Management*.

The BRM Plan is informed by consultation and communication with land and asset managers that has occurred throughout its development to ensure an informed and collaborative approach to managing bushfire risk. The Shire of Irwin endeavours to work cooperatively with government agencies and private landowners to maximise every effort in reducing the bushfire risk potential and amplifying the benefits of mitigation treatments in the Shire.

1.2 Shared responsibility

The Fire and Emergency Services (FES) Commissioner is the Hazard Management Agency (HMA) for fire hazards. Additionally, DFES, the Department of Biodiversity, Conservation and Attractions (DBCA) and Local Governments (LGs) all have legislative roles and responsibilities for fire management in their respective jurisdictions.

Shire of Irwin acknowledges the importance of effective Bushfire Risk Management practices and has formulated a Bush Fire Risk Management Plan (BRMP) with measurable outcomes despite its limited resources. In developing this plan, a strong emphasis has been placed on the concept of 'Shared Responsibility'.

This principle highlights that managing bushfire risk is a collective effort, involving multiple parties rather than relying on a single entity or individual. The idea of shared responsibility acknowledges that many challenges are too complex or significant for one organisation to handle alone. Collaborative efforts are essential to achieving sustainable and effective solutions. By combining diverse perspectives, resources, and expertise, stakeholders can enhance success and improve outcomes.

The Shire acknowledges the significance of striking a balanced approach that takes into account its limitations yet remains committed to pursuing the objectives outlined in the directives. It recognises the need for constructive dialogue with the State Government as an essential step towards achieving a mutually advantageous solution. Such a solution would prioritise the community's safety and wellbeing while effectively managing the risks of bushfires within the shire's capabilities.

1.2. Objective of the Bushfire Risk Management planning program

The BRM planning program supports local governments to reduce the threat posed by bushfire. The Shire of Irwin BRM Plan will contribute to achieving the objective of the BRM program by:

- Guiding and coordinating a cross-tenure, multi-stakeholder approach to BRM planning.

- Facilitating the effective use of the financial and physical resources available for BRM activities.
- Supporting integration between risk owners, strategic objectives and tactical outcomes.
- Documenting processes used to monitor and review the implementation of treatments to ensure risk is managed to an acceptable level.

1.3. Legislation, policy and standards

Legislation, policy and standards that were applied in the development of this BRM Plan can be found in the *Bushfire Risk Management Planning Handbook – Appendix 1 – Summary of Related Legislation, Policy and Guidelines*.

Legislation

- Aboriginal Heritage Act 1972
- Biodiversity Conservation Act 2016
- Building Act 2011
- Bush Fires Act 1954
- Conservation and Land Management Act 1984
- Country Areas Water Supply Act 1947
- Emergency Management Act 2005
- Emergency Management Amendment (COVID-19 Response) Bill 2020
- Environmental Protection Act 1986
- Environmental Protection and Biodiversity Conservation Act 1999 (Cth)
- Fire Brigades Act 1942
- Fire and Emergency Service Act 1998
- Land Administration Act 1997
- Metropolitan Water Supply, Sewerage and Drainage Act 1909
- Wildlife Conservation Act 1950
- Work Health and Safety Act 2020

Regulations

- Bush Fires Regulations 1954
- Emergency Management Regulations 2006
- Planning and Development (Local Planning Scheme) Regulations 2015

State Policies, Plans and Procedures

- SEM Plan (State Emergency Management Committee (SEMC) 2024)
- SEM Policy (State Emergency Management Committee (SEMC) 2023)
- SEM Prevention and Mitigation Procedure 1 (SEMC 2019)
- State Hazard Plan Fire (SEMC 2024)
- State Planning Policy 3.4: Natural Hazards and Disasters (Western Australian Planning Commission (WAPC) 2021)
- State Planning Policy 3.7: Planning in Bushfire Prone Areas (WAPC 2024, as amended)

Other Related Documents

- A Capability Roadmap: Enhancing Emergency Management in Australia 2016 (Australasian Fire and Emergency Services Authorities Council 2016)
- A Guide to Constructing and Maintaining Fire-Breaks (DFES)
- AS 3959:2009 Construction of Buildings in Bushfire-Prone Areas (Standards Australia 2009)
- AS/NZ ISO 31000:2009 Risk Management – Principles and Guidelines (Standards Australia 2009)
- Australian Disaster Resilience Handbook 10: National Emergency Risk Assessment Guidelines (Australian Institute for Disaster Resilience 2015)
- Guidelines for Preparing a Bushfire Risk Management Plan 2020 (DFES 2020)
- Bushfire Risk Management Planning Handbook (DFES 2018)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission (FPC) 2006)
- Guidelines for Planning in Bushfire Prone Areas (WAPC 2021)
- Guidelines for Plantation Fire Protection (DFES 2011)
- National Disaster Risk Reduction Framework (Department of Home Affairs 2018)
- National Strategy for Disaster Resilience (Attorney-General's Department 2011)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Department of Health 2007)
- Western Australian Emergency Risk Management Guide (SEMC 2015)
- Environmentally Sensitive Areas (EP Act 1986 and described in the Environmental Protection
- Environmentally Sensitive Areas Notice 2005
- Conservation Significant Vegetation Complexes (Hedde et al.) as per Environmental Protection Authority (EPA) position statement No.2 (2003)
- Threatened and Priority Ecological Communities (EPBC Act 1999, EP Act 1986)
- Conservation Significant Flora and Fauna (EPBC Act 1999, EP Act 1986)
- Environmental Weeds (BAM Act 2007)
- Geomorphic Wetlands (EP Act 1986)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Department of Health 2007)
- Western Australian Emergency Risk Management Guide (SEMC 2015)

Shire of Irwin Documents and References

- Policy CP02 Bush Fire Management
- Policy E23 Local Recovery Management
- Policy CP38 Risk Management
- Our Brilliant Future - Strategic Community Plan (SCP) 2021 – 2031
- Shire of Irwin Corporate Business Plan 2020-2024
- Shire of Irwin Local Heritage Survey
- Shire of Irwin Local Planning Scheme No.2
- Shire of Irwin Delegation Register 2024
- Shire of Irwin Bush Fire Brigades Local Law
- Shire of Irwin Local Emergency Management Arrangements 2024
- Shire of Irwin Firebreak and Fuel hazard Reduction Notice (annual notices)

Chapter 2 The risk management process

The BRM planning process is a cycle of understanding the context and assessing and treating risks. Each of these steps is informed by communication and consultation and supported by monitoring and review. The three products produced during the BRM planning process are the BRM Plan, Asset Risk Register and Treatment Schedule.

Further details on the guiding principles and process for the development of this plan can be found in Chapter 2 of the Guidelines.

2.1. Roles and responsibilities

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

Table 1 Roles and responsibilities in the Bushfire Risk Management (BRM) planning process

Stakeholder*	Roles and responsibilities
Local government	<ul style="list-style-type: none">• Custodian of the BRM Plan.• Coordinate the development and ongoing review of the BRM Plan.• Undertake bushfire risk assessment of local government area.• Submit the draft BRM Plan to OBRM for review and endorsement.• Develop and implement a Treatment Schedule for local government managed land.• Encourage risk owners to treat identified risks.• Communicate the plan to the community
DFES	<ul style="list-style-type: none">• Contribute to the development and implementation of the BRM Plan.• Facilitate involvement of state and federal government agencies in the BRM planning process.• Undertake treatments on unmanaged reserves and unallocated Crown land within gazetted town sites.• By agreement, implement treatment strategies for other land managers.• Endorse BRM Plans as consistent with the Guidelines, BRM Program and dynamic risk environment.• Administer the Mitigation Activity Fund Grants Program.
Department of Biodiversity, Conservation and Attractions (DBCA)	<ul style="list-style-type: none">• Contribute to the development of the BRM Plan.• Implement their treatment program on DBCA managed land.• Provide advice on environmental assets and appropriate treatment strategies for their protection.

Stakeholder*	Roles and responsibilities
Department of Planning, Lands and Heritage	<ul style="list-style-type: none"> • Identify managed assets. • Provide advice on management of Aboriginal Cultural Heritage.
Other State and Commonwealth Government agencies and public utilities	<ul style="list-style-type: none"> • Identify managed assets. • Provide advice on current risk treatment programs. • Contribute to the development of BRM Plans. • Undertake treatments on lands they manage.
Corporations and private landowners	<ul style="list-style-type: none"> • Identify managed assets. • Provide advice on current risk treatment programs. • Undertake treatments on lands they manage.

Chapter 3 Establishing the context

3.1 Strategic and corporate framework

The BRM Plan is a strategic document that identifies assets at risk from bushfire and their priority for treatment. Shire of Irwin (through the Office of the CEO) is the custodian of the BRM Plan.

The Bushfire Risk Mitigation Coordinator (BRMC) and the Bushfire Risk Management Officer (BRMO) from the Shire and DFES respectively, are jointly responsible for developing and managing the development and review of the BRM Plan over the five-year period. In the event of a cessation of the BRMC and/or BRMO roles within the Shire, the Office of the CEO will delegate the aforementioned responsibilities.

As a key document, the Plan aims to furnish the Shire, its community and stakeholders with a lucid understanding of bushfire risk within the Shire's boundaries.

By holistically enhancing community awareness, enabling planned treatments in areas of extreme risk and effectively allocating multi-agency resources, the Plan's implementation and its reiterations will be of ongoing relevance in the face of evolving bushfire risk.

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

- 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 financial and physical resources available for bushfire risk management activities;
- integrate bushfire risk management into the business processes of the Shire of Irwin, landowners and other agencies;
- ensure there is integration between landowners 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.

Shire of Irwin is classified by the Salaries and Allowances Tribunal as Band 4 local government based on a broad range of significant issues and other data, such as population, operating expenditure, population growth and so on. Its strategic objectives are guided by the Strategic Community Plan 'Our Brilliant Future' 2021-2031, and its linked Corporate Business Plan 2020/24. Although the SCP/CBP planning does not directly address or supports bushfire risk and mitigation programs, it references these priorities. In this context, the BRM Plan plays a vital role in reinforcing and advancing the community's objectives, contributing to broader goals like community safety, environmental stewardship, infrastructure resilience, collaboration and public trust.

Whilst no financial resources have been allocated in the IPR suite of the Shire's plans to coordinate a tenure-blind, multi-agency BRM program over a five-year period, the BRM Plan

requires resources for documenting risk assessment processes, integrating BRM into business systems, ensuring integration between landowners and BRM programs, and monitoring/reviewing the implementation of treatment plans.

Emergency Management Structures

The Shire integrates Local Emergency Management Arrangements (LEMA) into its emergency response framework, which is essential for effective preparedness, response, and recovery from various emergencies, including bushfires. The LEMA helps to assess community risks and vulnerabilities, develop response/action plans and identify resources, serving as a guide for the Bushfire Risk Management Plan (BRMP) in supporting bushfire prevention efforts.

This plan aims to interlink the Shire's suite of strategic plans, state government agencies operations and frameworks and the Shire's emergency management structures, [Local Emergency Management Committee (LEMC) and Bush Fire Advisory Committee (BFAC)].

The Shire acknowledges the importance of continuous communication strategies, public awareness campaigns and meaningful engagement with its local stakeholders and, where possible, endeavours to conduct such activities within its budgetary constraints.

The Bushfire Risk Management Plan is an essential document, guiding collaborative planning efforts and integrating responses to bushfires with broader emergency management initiatives. Implementing this Bushfire Risk Management Plan delineates a clear direction for bushfire risk management within the Shire's boundaries, emphasising shared accountability and responsibility. Regular reviews and adaptations ensure ongoing relevance, enabling the community to enhance resilience, protect lives and property, and contribute to overall safety and well-being.

Challenges

The Shire's role as land manager (including public spaces), allows for practices such as firebreak maintenance and vegetation clearance. Concurrently, private landowners and agencies bear the responsibility for adhering to firebreak notices and implementing mitigation measures on their properties. The BRM Plan acknowledges challenges arising from the significant portions of the Shire managed by private landowners. These challenges necessitate strategic considerations to limit the potential impact on the objectives of this BRM Plan and are detailed below.

- Local Governments, as the Person Conducting a Business or Undertaking (PCBU), makes every effort to ensure that volunteer bushfire fighters (VBF) understand their roles and responsibilities when it comes to safety in the workplace. The Work Health and Safety Act (WA) 2020 (WHS) defines the duties and responsibilities for PCBUs and individuals. The ramifications of the Act are set squarely on Local Governments, with s.30A (Industrial Manslaughter) carrying a maximum penalty of \$5ml or 20 years jail for individuals who, as 'officers' (identified as people making substantive decisions at any organisation) are liable for this offence. In the context of Bushfire Volunteer Brigades, this has a particular impact on a local government Chief Executive Officer and volunteer leadership positions;
- limited resources (> risk) during high threat period/s (HTP);

- ageing population, which affects the four phases of emergency management as per below dot points:
 - prevention & preparedness: the residents have less capacity to adequately prepare properties before HTP by reducing the risk and lower the fuel loading;
 - response: during an incident, emergency services responders have added pressure to ensure at risk residents are safe; decreased number of able-bodied volunteers to assist with fire suppression duties; and
 - recovery: diminished resources for reconstruction and recovery of assets.
- capability to attract and retain residents impacting succession planning within the emergency services systems;
- changes to agricultural practices (e.g. introduction of harvesters which crush the chaff before depositing it back in the field, with a greater risk of harvester fire should hazardous material go through the machine);
- vulnerable groups, such as seasonal workers and fluctuating tourists' numbers throughout the year;
- vehicle traffic moving through main road arteries and rail corridors along known ignition routes;
- limited access and supply of water resources;
- prudent management of unallocated crown land (UCL) and unmanaged reserves (UMR) both within and outside town boundaries;
- amount of unmanaged vegetation in road reserves; in and around telecommunications (e.g. communications towers), public utility infrastructures (e.g. water pipelines, pumping station), oil and gas stations and railways.

3.2 Land use and tenure

The local government area of Shire of Irwin is located in the Midwest region of Western Australia, about 360kms north of Perth and 50km south of Geraldton and covers approximately 2,369.3 square kilometers. The Shire of Irwin is bordered by Brand Highway to the east and the Indian Ocean Drive to the west.

Dongara and Port Denison are the principal urban centres of the Shire. Dongara, located north of the Irwin River, is only 65 kilometers south-east of Geraldton. Port Denison is located 3km south-west of Dongara.

The Shire borders with the City of Greater Geraldton to the north, Shires of Mingenew and Three Springs to the east and Shire of Carnamah to the south.

The Shire is comprised of the historical twin towns of Dongara and Port Denison which are nestled on Arunine Bay. The Shire encompasses the following locations:

- Allanooka
- Arrowsmith
- Bonniefield
- Bookara
- Dongara
- Irwin
- Milo
- Mount Adams
- Mount Horner
- Port Denison
- Springfield
- Yardarino

The Shire has a friendly coastal community with a population of approximately 3,680 residents¹. Known historically for its lobster fishing industry and broad acre farming, the area has developed to include oil and gas production/exploration and mineral sands extraction industries.

The Shire supports a range of essential facilities including a public hospital, a domiciliary/nurse home care unit, St John Irwin District (ambulance), pathology, GP medical centre, District High School, transfer station and various local businesses. There is an abundance of community and sporting groups supported by an enclosed recreation centre, a skate park, a pump track, drive-in movie facility, caravan parks and camping grounds. The Shire hosts a variety of events throughout the year which include the monthly town markets, annual Australia Day celebrations, Easter Races, Hanging of the Quilts, a biennial Irwin District Charity Ball, Larry Lobster festival, Port Denison Sprint and others.

The BRM Plan is comprised of numerous land managers, including state government departments and agencies, corporations, private landowners, agricultural lands, reserves and conservation areas. In a municipality where private freehold land ownership predominates

¹ Australian Bureau of Statistics (ABS) 2021

(61.62%), the decentralised nature of land management practices can heighten the risk of bushfires, particularly in a region engaged in crop and sheep farming.

Land management is a pivotal factor in determining risk ownership, with responsibilities and accountabilities distributed between the Shire, individual landowners and government agencies. It is important to note that Department of Biodiversity, Conservation and Attractions (DBCA) is the largest single land manager in the Shire with a total area of 33.68%. The Local Government of Shire of Irwin is the land manager of a total area of 0.76%.

More details about the Shire's land tenure are provided in the table below.

Land Manager	Local Government Area (%)
Commonwealth Government	0.00%
Department of Biodiversity, Conservation and Attractions	33.68%
Department of Fire And Emergency Services	0.04%
Department of Planning, Lands And Heritage	0.78%
Department of Water And Environmental Regulation	1.97%
Local Government	0.76%
Main Roads Western Australia	0.45%
Other State Government	0.49%
Private and Other	61.62%
Water Corporation	0.03%

Source: Office of the Bushfire Risk Management

Vulnerabilities

As the majority of the remnant vegetation is located in the southern portion of the Shire, the bushfire risk associated is higher in and around the Beekeepers Nature Reserve, stretching south in the Arrowsmith, Mount Adams, Port Denison and Springfield area. This area is considered to be highly vulnerable to bushfires due to its fuel load which is older than 10 years and hosts a concentration of human settlements, economic and environmental assets.

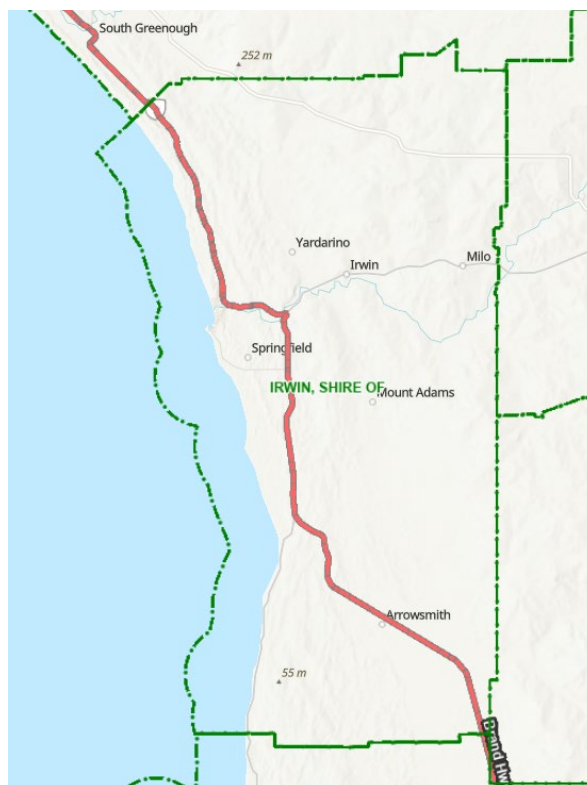
While specific details about individual structures are not publicly disclosed for security and privacy reasons, certain types of structures are generally more susceptible:

1. Residential Properties in Bushfire-Prone Areas: Homes situated near dense vegetation or within designated bushfire-prone zones are at heightened risk.
2. Agricultural Facilities: Farms, storage sheds and other agricultural infrastructures, especially those surrounded by crops or grasslands, can be vulnerable due to the flammable nature of their surroundings.
3. Heritage Buildings: due to their composition and age, older structures may be more susceptible to damage during bushfires. Marked areas for heritage purposes are located predominantly east of Dongara in the Yardarino and Milo localities. Other freehold land held for heritage purposes is located in several locations along the river and at the Port Denison foreshore, containing various historical buildings and structures of heritage value.
4. Critical Infrastructure: Facilities essential for community services, such as power substations, water treatment plants, and communication towers, if located in bushfire-prone areas, are crucial to protect.

The Shire of Irwin has implemented measures to mitigate bushfire risks, including enforcing firebreak requirements between October 29 and April 15 annually. Property owners are required to install and maintain firebreaks to help minimise the rapid spread of bushfires.

3.3 Community demographics and values

According to the Australian Bureau of Statistics (ABS)² 2021 statistics, around 3680 people reside in the Shire of Irwin, with about 37.85% of the population living in Dongara, 39.45% living in Port Denison and 22.69% living in other localities within the Shire.



For the purposes of describing Shire of Irwin's demographic in the context of bushfire risk, the following points are of relevance:

- Aboriginal and/or Torres Strait Islander residents represent 4% of the population
- approximately 12.52% of the Shire's residents are born overseas
- circa 75.36% are Australia-born
- approximately 3.53% are of indigenous heritage
- higher median age when compared to State (53 compared to 38 years)
- a large part of the population is between 25 and 39 years old, with the highest majority in the 30-34 years bracket, followed by the 35-39 years bracket.
- 47% of the population of the Shire is over 55 years old.

Whilst the Shire of Irwin doesn't exhibit a very diverse cultural landscape, and the main spoken language is English, some linguistic variations are recognised when evaluating the community's resilience to bushfire. To comprehensively capture all members of the community, the Shire can, upon request, provide translated documents and culturally sensitive materials as appropriate.

Identifying vulnerable groups within the Shire, such as people with a profound or severe core activity limitation, needing assistance in their day to day lives because of a long-term health

² Australian Bureau of Statistics 2021

condition, a disability or old age, becomes pivotal for tailoring risk mitigation efforts effectively. The vulnerable groups identified in the Shire are:

- **Elderly Residents:** The Shire has a significant proportion of older adults, particularly around the townsites of Dongara-Port Denison. Many may face mobility challenges during evacuations or lack access to rapid communication technologies.
- **Isolated Farmers:** Those living on large agricultural properties may be more exposed to bushfires due to their proximity to vegetation and limited connectivity to early warning systems.
- **Young Families:** Limited childcare options during emergencies can add stress for families with young children.

The Shire collaborates with DFES to provide education programs targeting these groups, including tailored advice for farm fire units and community evacuation plans. Emergency response strategies prioritise assistance to high-risk demographics. Many residents, particularly farmers, value their connection to the land, which can influence their willingness to take calculated risks to protect property and livestock. The rural nature of the community fosters a sense of independence, with many residents investing in private firefighting equipment. Community members often work together to address risks, whether through volunteer firefighting or mutual aid in times of crisis.

The Shire's agriculture and tourism industries are critical to the local economy. Bushfires have the potential of permanently devastating crops, livestock and the scenic appeal of natural reserves, leading to financial loss. Protecting biodiversity and local landscapes is a shared community value, along with ensuring the safety of residents. The Shire of Irwin carefully allocates resources to bushfire risk management in areas of concern.

Community held values

The Strategic Community Plan 2017-2027 for the Shire of Irwin provides insight into the values commonly held by the community that influence their willingness to accept bushfire risk or their preferences for risk treatment. The plan outlines several core community values that shape risk perception, such as:

1. Maintenance and protection of the natural environment, including coastal areas, rivers and open spaces for all to enjoy;
2. Low tolerance for unmanaged risks (such as bushfires); and
3. Sustainable growth and responsible planning that balances development with environmental protection.

These values indicate that bushfire risk treatment strategies that protect the environment, prioritise safety of the community and visitors and align with sustainable growth would be more readily accepted.

Risk Perception & Treatment Preferences

As indicated under "*Objective 2: Custodians of our natural and built environment*", under *Outcome 2.1*, the plan specifies the following strategies:

- *Prepare for and manage natural disasters and environmental risks;*

- *Manage existing waste services and introduce ways to reduce waste and/or its impacts;*
- *Identify, provide and manage Shire assets (including community infrastructure, Shire controlled reserves and freehold land) in accordance with agreed service levels; and*
- *Prepare cutting edge land use strategies to guide future development.*

This means that community-driven bushfire management approaches, involving education, local preparedness programs and community engagement activities centred around communication and education of bushfire risks are likely to be most effective. The community of the Shire of Irwin places much emphasis on activities conducted under the umbrella of disaster preparedness and environmental risk management, with natural disaster management highlighted as a key concern in subsequent community feedback sessions.

Strategies such as coastal protection, erosion management and environmental conservation are already accepted by the Shire as necessary risk prevention measures. This suggests that bushfire prevention efforts, such as controlled burns, firebreaks and community education, may be well supported if framed in a similar way.

As discussed throughout the BRM Plan, the Shire endeavours to work with agencies (such as DFES and DBCA) and private landowners to collectively manage natural disasters and bushfire risks with a shared responsibility approach.

3.4 Cultural heritage

Effective bushfire risk mitigation activities must balance risk reduction programs with the protection of Aboriginal cultural heritage present within the Shire. Identifying and engaging with Native Title Holders, Traditional Owners and local Aboriginal knowledge holders is essential to ensuring that fire management practices respect and incorporate traditional land management knowledge.

The Shire will work collaboratively where possible with Aboriginal stakeholders to establish agreed engagement processes related to land and fire management. The Aboriginal Cultural Heritage Inquiry System (ACHIS) will be consulted to identify Registered Aboriginal Cultural Heritage sites and Protected Areas, ensuring compliance with all necessary approvals before undertaking mitigation activities.

The Yamatji Nation (2020) are the determined native title holders which covers the Shire of Irwin, City of Greater Geraldton, Shire of Carnamah, Shire of Chapman Valley, Shire of Dalwallinu, Shire of Mingenew, Shire of Morawa, Shire of Northampton, Shire of Perenjori, Shire of Three Springs and the Shire of Yalgoo. The Yamatji Nation is made up of the Traditional Owner groups; Yamatji People (Amangu), Hutt River, Southern Yamatji and Widi Mob.³

The Irwin River, Chapman River, Greenough River, Arrowsmith River and their tributaries and the string of coastal lakes interconnected through the water table are regarded as sacred to the dreamtime serpent, the Bimarra, by present-day Yamatji people. Belief in a snake as a major creative Dreamtime being is widespread in Aboriginal Australia. In Yamatji oral history, the lakes system in the coastal plain that is connected by the meandering Irwin River is sacred to the Bimarra. There are a rich complex of associations between the Bimarra and the chief physical elements of nature - fire, water, the sky, the earth. Descriptions of the Bimarra have a common core of beliefs about its qualities. It dwells deep within watercourses, waterholes, rivers and rock pools, and maintains the quantity and the quality of the drinking water. If a site closely associated with the Bimarra is desecrated in any manner - and that includes virtually all places where there is water in significant quantities or, in arid areas, water courses albeit dry for most of the year - the persons responsible are in literal physical danger and the land itself is depleted, for the Bimarra will go away.

Communication routes, Dreaming tracks and Dreaming stories remain in the oral tradition of many Yamatji families; so too do stories remain and the localities with which they are associated as campsites or as burials. The coastal fringe and the dunal system were widely used in pre-contact times and in the immediate years following contact.

Spiritual connections are just as important now as they were in the past, Yamatji people today maintain a watching brief over their traditional lands. They continue to hunt and gather bush food, continue to pass on knowledge to the younger generations, and continue to revisit certain locales for spiritual refreshment and to look after the land. There are continuing associations between Yamatji families and the areas where they have lived for generations,

3

https://www.epa.wa.gov.au/sites/default/files/PER_documentation2/Appendix%2026_Assessment%20of%20Aboriginal%20Heritage%20Values%20and%20Traditional%20Uses.pdf

as well as their homelands. They still consider waterways as highly significant and continue to pass on cultural knowledge to the younger generations to maintain cultural practices, such as hunting for turtles and jilgies.

Yamatji people have concerns that their culture cannot continue if the natural environment is destroyed. Natural resources are integral to the maintenance, continuance and transmission of Yamatji culture. The Yamatji people's close connection with country forms the foundation for much of their culture, spirituality and identity. Before European settlement Aboriginal people occupied and maintained land in the northern Perth Basin. With Midwest climate being so arid, knowledge of reliable water sources was necessary for survival. Ethnographic and archaeological sites are therefore concentrated along major water sources such as the Murchison River, Hutt River, Hill River, Moore River, Irwin River, Greenough River and Gascoyne River and permanent lakes such as Mongers, Moore and Yarra Yarra. The Yamatji people travelled with the seasons, depending on the availability of food.

Yamatji people of the Midwest region are also known to have utilised natural cavities forming in rocky outcrops, known as rock holes and gnamma holes. These were often covered over with a movable stone in order to protect the gathered water from evaporating and being contaminated. To this day, Yamatji people continue to maintain these water sources when encountered by cleaning them out and covering them up.

The terrain along the coast generally consists of a band of coastal dunes, on the edge of a flat sandy plain intersected by major permanent rivers and minor ephemeral creeks. Due to natural water channels the coastal dunes and underlying limestone blocked the flow of many rivers leaving seasonal lakes, swamps and wetlands to develop. Hammond (1933) describes the established "native pads" or highway system that connected water sources. Many of these pads continued to be used by the early colonial settlers and are now major roads.

Certain areas along these "native pads" served as the prime meeting places where different Aboriginal groups would meet, trade and feast almost exclusively on fish, caught in mungahs or wickerwork traps across rivers. Aboriginal groups would travel as far as Gingin for festivities in the Eneabba and Dongara areas. As a result, many births occurred at these locations from the congregation of large numbers of Aboriginal people. Also closely associated with large occupation sites are burials. Along the Irwin River, burials found suggest that the river held some significance as a final resting place. As burials are most likely to occur in the immediate area where a person died, burial sites can also be found near water (Harris 1998).

Within the Shire, the Aboriginal Cultural Heritage Inquiry System documents the following sites:

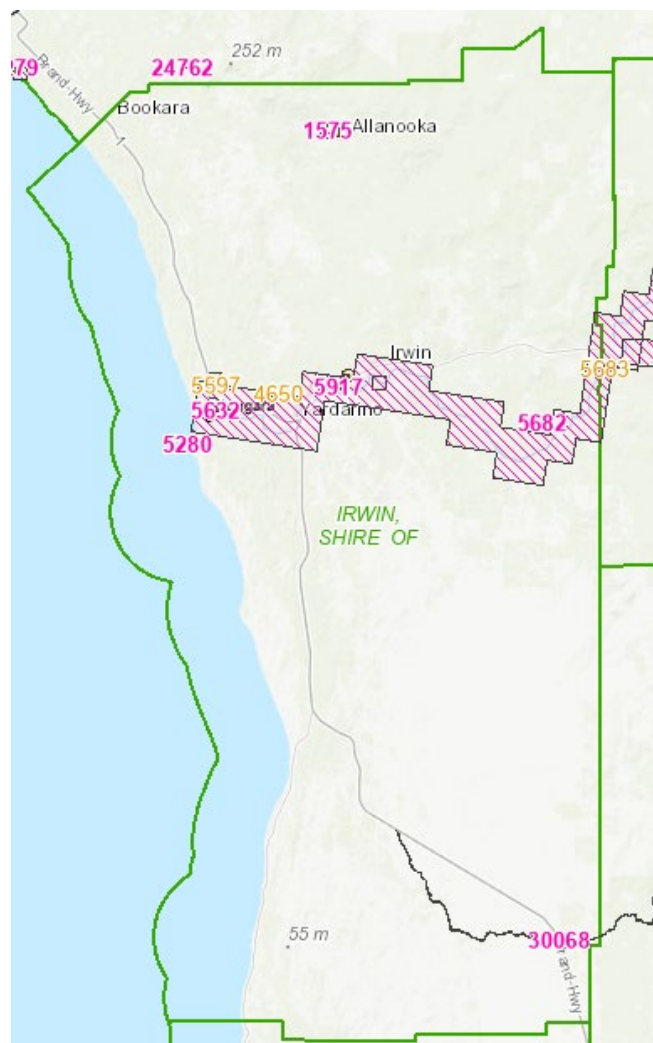
- Allanoooka Swamp, located north east of Dongara on the Allanoooka Springs Road – place preserved for its scattered artifacts (lodged);
- Sandalwood, in the same location as above – place preserved for historical purposes (registered);
- Stoney Hill, located north east of the Shire – place registered in the system with 'other' type of uses (lodged);
- Irwin River, runs west to east in the Shire and separates Dongara from Port Denison – place with multiple uses: camp; creation/dreaming narrative; historical; landscape/seascape feature; water source region (registered);

- The Grange, located on the north bank of the Irwin River – place used as burial ground (lodged);
- Jenkins Hut Valley, located in the Milo area – place preserved for its scattered artefacts importance (registered);
- Pell Bridge, north bank of Irwin River – place buried as burial ground (lodged);
- Lodged Place 5597, located north of Dongara on the Brand highway – place used as burial ground (lodged);

Given the Shire's rich cultural landscape, areas of heritage value will be considered in fire planning to prevent unintended impacts while fostering a shared approach to land stewardship that integrates both modern risk reduction strategies and traditional fire management practices. This proactive approach serves as a foundation for integrating cultural considerations into bushfire mitigation efforts, enabling the implementation of precautionary measures such as adjusting activity timing, methods, or locations to preserve culturally significant sites.

Moreover, the Shire plays a vital role in raising awareness within the broader community about the existence of Aboriginal cultural heritage sites and the imperative to safeguard them during bushfire mitigation initiatives.

The main Aboriginal Cultural Heritage places are highlighted in the map on the right. To access the full maps, visit the Aboriginal Cultural Heritage Inquiry System website.



3.5 Economic activities and industry

The Shire sits at the heart of a region expected to experience investment in mining, agribusiness and infrastructure.

Light and general industrial activity is primarily concentrated near the Dongara townsite while larger-scale energy industries are dispersed throughout the south-eastern portion of the Shire. Retail and commercial activity is located within the townsites of Dongara (primary) and Port Denison, with a small local centre located between the two centres on Point Leader Drive. Currently there is approximately 1.45 hectares of retail and commercial land available located within these activity centres, which is anticipated to grow in demand up by 2031 under a high-growth scenario.

The Arrowsmith Resources Area benefits from an excellent combination of potential wind and solar resources, for low cost energy to unlock the region's mineral resources, whilst having good access to major freight routes. Arrowsmith currently accommodates a range of established renewable energy and resource industries. In addition, in the Arrowsmith River is a registered Aboriginal site. It was assessed by the ACMC in May 2011 under Section 5 of the AHA and is afforded protection under the AHA. The DPLH register lists the site type as mythological and a water source. The site file and site boundary have no access restrictions.

Assuming that a number of major resource projects which will occur in the region over the next ten years, there is potential for significant population growth to occur in a relatively short period of time between the existing urban infill areas of Port Denison and the rural-residential area of Springfield. It contains a vast amount of Crown land with strategic public utility infrastructure. The land is suitable for future urban purposes and represents a logical extension to the urban footprint but is currently subject to environmental issues/constraints. The Springfield area is represented by a mix of land tenures, including private freehold, managed and unallocated Crown land, natural features (such as remnant vegetation and mobile sand dunes) and hazard issues, including contaminated land, coastal erosion, flooding, bushfire, basic raw materials extraction and wastewater treatment plants.

The Shire of Irwin is a regional hub of strategic economic and industrial activities. According to a National Emergency Management Agency (NEMA) report⁴ from November 2024, the main industries of employment are:

Ranked Employing Industries	Percentage	Number of Employees
Agriculture, Forestry and Fishing	11%	184
Accommodation and Food Services	9%	158
Construction	9%	154
Retail Trade	8%	142
Health Care and Social Assistance	6%	93
Education and Training	5%	84
Total employed residents		1,674

⁴ <https://www.nema.gov.au/sites/default/files/2024-11/Irwin%20-%20LGA%20profile.docx>

Although mining is only employing the 3% of local population⁵, it is the industry ranked having the most value (\$98mil), followed by agriculture/forestry/fishing (\$64mil), construction (\$22mil), accommodation and food services (\$9mil) and manufacturing (\$9mil) for a combined gross regional production valued \$295mil.

Small businesses represent the 99.46% of businesses in the Shire of Irwin (376 total businesses, and 369 small businesses with less than 20 employees) and highly susceptible to bushfire events.

It could be argued that all industries are highly susceptible to the effects of bushfire events due to the potential loss of equipment, machinery, workers, location, and so on. In addition, the recovery time necessary to restart any business operation means that the economic loss from downtime could be impossible to overcome, especially for small businesses. In this context, cascading risk effects of bushfire have been proven to profoundly affect the economic texture of a business community for prolonged periods post-event, with regional areas in WA experiencing even longer recovery times. In addition to potential loss of life, homes, assets (business, livestock, natural, etc.), businesses can suffer from the effects of significant local infrastructure (roads, energy, communications, community assets) being impacted.

In the Shire of Irwin, bushfires have an immense potential to disrupt the tourism industry, in particular during the summer holiday period which is an important time of year for businesses that rely on tourism. The impact could be extreme for the affected areas, with immediate effects projected in decline in visitors' numbers, safety concerns, media coverage and disruption to tourist attractions and infrastructure.

In the agriculture sector, the likely short and long term effects of bushfire events could be potentially experienced by dam/water sources contamination due to ashes and blown soils, respiratory issues arising from burning of farm chemicals in the soil and asbestos, mental health costs, ongoing ecological and biodiversity impacts, pollution, loss of crop or stock, loss of equipment, loss of fencing, loss of human resources, etc.

After a period of disruption it is expected that some normal activities can resume, and insurance payouts, government payments and reconstruction activity are apt to have material effects, however due to the immediate impact of bushfires there might be a flow on effect on economic development that will be felt long-term and potentially have an impact in the region.

⁵ <https://abs.gov.au/census/find-census-data/community-profiles/2021/LGA54060>

3.6 Topography and landscape features

The Shire of Irwin features a diverse landscape with coastal plains, undulating hills, river valleys, sandplains and karst geology. This topography significantly influences bushfire risk, fire behaviour, and the capacity to implement mitigation strategies. Bushfire risk is shaped by:

- Slope and elevation, which impact fire spread and intensity;
- Wind patterns, influenced by ridgelines, valleys, and escarpments;
- Vegetation type, which is largely determined by soil and geology; and in addition
- Access constraints, particularly in fragile or difficult terrains.

Key Landscape Features

Ranges and Escarpments

The Irwin River Escarpment is a key feature inland from Dongara, rising above the surrounding plains. Other smaller low ranges and ridgelines are scattered throughout the Shire. When fires move uphill, the intensity aggravates due to pre-heating of fuels doubling in speed for every 10° of slope. Elevated ridges can create wind turbulence and erratic fire behaviour, which coupled with steep terrain may lead to spotting, (spotting happens when embers are carried by the wind and ignite new fires ahead of the main front). In these conditions, firefighting access can be difficult, limiting ground-based suppression efforts. In addition, vegetation removal on steep slopes (>20°) may lead to soil erosion and land instability.

Rivers and Valley Systems

The Irwin River is the dominant watercourse, flowing westward to the Indian Ocean. Other ephemeral creeks also exist, particularly in the inland rangelands, flowing during seasonal rains. Valley systems may act as wind corridors, funnelling and accelerating fire spread, with dense riparian vegetation along riverbanks increasing the fuel loads and intensity. In extreme conditions, ember storms can jump across narrow river systems. Whilst the Irwin River can serve as natural firebreak, slowing fire progression, access to firegrounds may be hindered by steep riverbanks and soft soils.

Coastal Plains and dune systems

The western portion of the Shire consists of low-lying coastal plains, covered in grasslands, shrublands and open woodland. This coastal zone includes active and stabilised sand dunes, as well as limestone cliffs near the shoreline. Fires can spread rapidly in this area due to a combination of open terrain, fuel loads, strong sea breezes and heathlands, which is highly flammable in dry conditions. Low elevation means that there are few natural barriers to slow fire movement; wider strategic firebreaks are necessary to counter the effects of wind-driven fire behaviour. In addition, due consideration must be given to the coastal system fragility and the potential for mitigation activities to cause environmental degradation. Sandy soils make vehicle access challenging, increasing risk for firefighting crews.

Wetland and Lake Systems

Seasonal wetlands and small salt lakes are scattered throughout the coastal and inland regions of the Shire of Irwin. Wetlands contain acid sulphate and organic soils, which can smoulder for extended periods and might release harmful gases. In addition, wetland ecosystems are fire-sensitive and may struggle to recover from burns.

Karst Geology (Limestone Formations and Caves)

The Shire of Irwin contains extensive limestone formations, with subterranean caves and sinkholes. Fire behaviour can be unpredictable in karst areas due to airflow changes caused by underground voids. Heavy machinery use is restricted to prevent ground collapse. Vegetation clearing is limited in karst areas to avoid soil erosion.

Soil Types

The Shire of Irwin soil types are diverse. The south of the Shire presents dunes with alluvial plains and sand sheets. Low hills of Pleistocene Tamala Limestone, recent calcareous and siliceous dunes. Moderate to very high waterlogging risk, low wind erosion risk, low salinity risk or is presently saline, low land instability risk. The area close to the river system presents level alluvial plain with areas of low river terraces, low hills with relict dunes and some limestone outcrop; yellow shallow sand with limestone outcrops and yellow deep sand, very high wind erosion risk, high water repellence risk, moderate to high flood risk.

Overall, the Shire exhibit a prevalence of lateritic soils in elevated areas support dense vegetation. Basalt-derived soils are fertile, contributing to thick scrubland growth. Acid sulphate soils (in coastal and wetland areas) pose chemical hazards when disturbed.

3.7 Climate and weather

The Shire of Irwin experiences a Mediterranean climate with hot, dry summers and mild, wetter winters. The Mediterranean climate functions as enhancement for bushfire risk in the Shire, as prolonged periods of high temperatures and low humidity create favourable conditions for ignition and rapid fire spread. Humidity in the Shire of Irwin varies seasonally, but overall, it tends to be low during the hotter months when bushfire risk is highest.

Bushfire threat is typically associated with very hot (above average temperatures), dry (less than 20% humidity), windy (above 12 – 15km/hr) conditions, low soil moisture and high fuel loads. The climate influences all these factors and is the primary control on fire activity, (predominantly morning easterly followed by afternoon west/south westerly winds).

The region has four distinct seasons, each with varying implications for bushfire risk and mitigation activities:

Summer (December – February)

Hot and dry, with peak temperatures often exceeding 35°C.

Very low humidity and strong winds contribute to high bushfire risk.

Vegetation dries out, increasing fuel availability.

High Threat Season peaks, with most severe fires occurring in January/February.

Autumn (March – May)

Temperatures gradually decrease.

Some rainfall helps reduce fire risk but does not completely eliminate it.

Planned burning season begins, particularly when fuel loads can be reduced under controlled conditions.

Winter (June – August)

Cooler temperatures and higher rainfall suppress fire risk.

Vegetation growth increases, leading to future fuel build-up.

Mitigation opportunities are limited due to wet conditions.

Spring (September – November)

Drying conditions as temperatures rise and rainfall decreases.

Winds strengthen, leading to an increasing fire risk by late October.

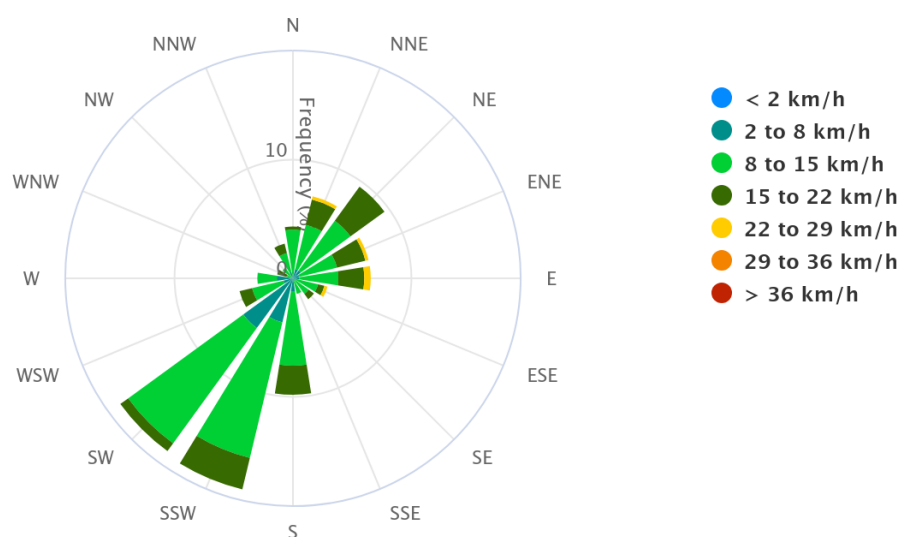
Key period for planned burns and fuel reduction, particularly in September and early October.

Winds

The prevailing winds are primarily from the SW and SSW direction between 8 to 22km/h. Stronger winds up to 29km/h originate primarily from the E and ENE direction. Max wind speed in 2024 was recorded at 72km/h from NNE direction.

Allanooka : Wind Rose at 3m (Yearly)

01-01-2024 – 31-12-2024



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Temperatures

Annual temperatures range in the Shire of Irwin from a minimum of 6 degrees Celsius (recorded in July 2024) to a maximum of 48.9 degrees Celsius (recorded in February 2024). Weather statistics are taken from the Department of Primary Industries and Regional Development stations located in Allanooka (AN001).

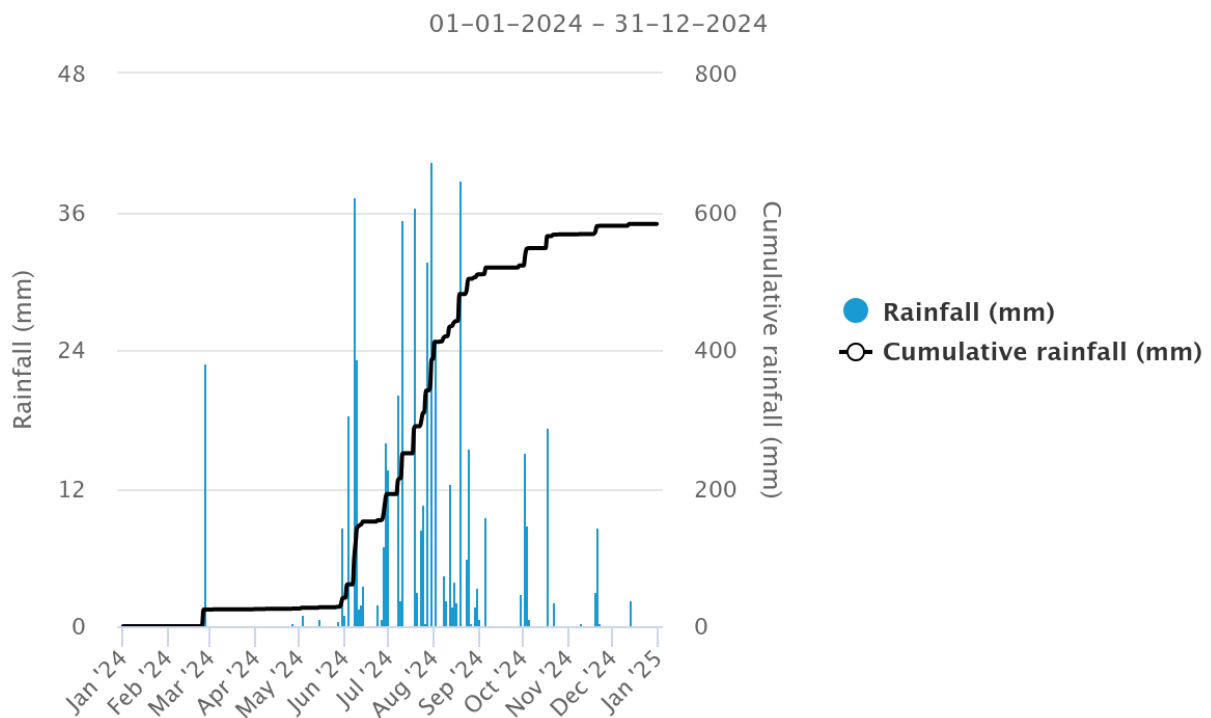
Relative humidity

Relative humidity is also an important parameter in fire behaviour as the lower the relative humidity the more vigorously fuels can burn, with lowest levels of humidity recorded in February, May and December each year.

Rainfall patterns

The heightened bushfire risk is further exacerbated by the prevalence of thunderstorms during the summer months. These storms bring with them the potential threat of lightning strikes, acting as ignition sources that can initiate fires in remote and challenging terrains. Fires originating in less accessible locations pose formidable challenges for firefighting efforts, requiring vigilance for containment and suppression in very challenging conditions.

Allanooka : Rainfall (Daily)



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Rainfalls largely occurs from late autumn through to spring with an average annual rainfall of 582mm (86 rain days) in Allanooka. Rainfall is lowest from late December through to February/early March. The rainfall pattern supports substantial vegetation growth during the winter and spring months. This same vegetation dries out during spring and into summer increasing fuel loads available for bushfires.

Weather district

The local government area of the Shire of Irwin is in the 'Lesueur' Fire Weather District. Fire Weather District Ratings are provided in conjunction with Fire Authorities.⁶

Bushfire Season

The Shire's bushfire season typically spans from November/December until March, coinciding with the region's hot and arid summer climate. These months pose a heightened risk of bushfires due to the prevailing weather conditions characterised by high temperatures and low humidity levels. The peak of fire danger usually occurs from late spring through early autumn, as the vegetation on the ground becomes increasingly dry following the winter rains. This period sees the convergence of heat troughs, particularly in proximity to the Pilbara region, along with the influx of hot air masses from the interior, creating an environment conducive to hazardous fire weather conditions.

As fire weather conditions become more severe, fuel moisture content declines, making the fuel more flammable. The Rate of Spread (ROS) and intensity of grassland or stubble fires in agricultural areas are particularly susceptible to the effects of heightened fire weather conditions.

⁶ <http://www.bom.gov.au/wa/forecasts/fire-southwest.shtml>

Prevailing winds are a significant consideration in relation to both operational response as well as determining effective mitigation treatments in these areas. Over the years, fire brigades across the Shire have proactively engaged in vegetation management, employing hazard reduction burns as one of the primary strategies. Ideally conducted in autumn or spring, these controlled burns aim to mitigate fuel loads and reduce the risk of uncontrolled Bushfires. However, achieving consistency in implementing these burns has been challenging due to various factors, including volunteer availability and competing priorities, especially during critical agricultural phases such as seeding and harvesting.

In navigating the intersection of land management priorities, careful planning and coordination becomes imperative to optimise the effectiveness of vegetation management strategies within the Shire. This includes aligning hazard reduction efforts with seasonal considerations, volunteer availability, and broader community engagement initiatives. The Shire's approach to bushfire risk management acknowledges the intricacies of its climate, emphasising proactive and adaptive measures to enhance overall resilience and protect the community and environment from the pervasive threat of bushfires.

The Shire of Irwin experiences several high-risk weather patterns that can impact communities, infrastructures and the environment. In the context of bushfire risk and its mitigation, it is worth noting the following:

- Heatwaves: represented by at least three days straight of over 40 degrees heat during summer, which significantly increase the likelihood of bushfire ignition, intensity and duration by reducing humidity and drying out fine fuels (therefore making them more flammable). In addition, there is an increase in heat-related illnesses, power outages and thunderstorms events;
- Bushfire Weather: high temperatures, strong winds (over 30km/h), and low humidity (below 20%) create extreme fire danger. Cold fronts and dry lightning storms can ignite and spread fires quickly. Highest risk in summer and early autumn. Foehn-like winds (hot, dry easterlies) lead to rapid fire spread.
- Severe and strong easterly winds driven by pockets of air pressure have the potential to push fires towards the coast and, mostly importantly, impact the towns of Dongara and Port Denison. Seasonal onset of afternoon seabreezes (~30-50 km/h) is a determining factor in considering quick change of fire direction. Damaging gusts are also responsible for coastal erosion and often disrupt power supplies.
- Thunderstorms & dry lightning: dry lightning and storms in late spring and early summer are the major sources of bushfire ignition in the Shire of Irwin.
- Cyclone events: while tropical cyclones rarely reach the Shire, their remnants can cause strong, erratic winds that complicate firefighting efforts.

3.8 Vegetation and fuel

The Shire of Irwin has a diverse range of vegetation types, influenced by its coastal, riverine and inland agricultural landscapes. There is a prevalence of shrubland (58%) and grassland (39%), with some woodland, mallee heath and other forest. These vegetation types play a critical role in mitigating fuel loads and managing bushfire risks and are further explored below:

- coastal heath & dune vegetation (west portion of the Shire along the coastline, including areas near Dongara & Port Denison) are home to coastal heath, shrubs, spinifex and salt-tolerant plants. Low-growing species include Acacia, Melaleuca, and Coastal Wattle.
- open woodland & scrubland (inland & uplands) are dominated by Eucalyptus species (York Gum, Mallee, Red Morrel), in addition, Acacia shrubs and Casuarina (Sheoak) groves are common in some areas.
- grasslands & agricultural pastures (central & eastern areas in agricultural zones surrounding Dongara, Yardarino and inland farming areas) sees a prevalence of native grasslands and improved pastures for grazing.
- riverine vegetation (Irwin River and affluents) is characterised by River Red Gums (*Eucalyptus camaldulensis*), Paperbarks (*Melaleuca* species), and Acacia woodlands. Dense understory of grasses and rushes in wetter areas are also present.

Vegetation Type	Fire Risk	Key Mitigation Actions
Coastal Heath & Dunes	Moderate-High	Firebreaks, controlled burns, urban interface protection
Open Woodland & Scrub	High	Mechanical clearing, hazard reduction burns, grazing
Grasslands & Pastures	High (seasonal)	Strip burning, grazing, firebreak enforcement
Riverine Vegetation	Moderate-High	Selective thinning, access track maintenance, fire planning

The Shire of Irwin contends with the enduring consequences of extensive land clearing conducted for agricultural purposes, resulting in significant challenges for the sustained viability and, in the event of bushfires, the subsequent regeneration of indigenous flora. This widespread clearance has not only affected native habitats but has also contributed to the emergence of salinity issues across the region (3-10% is presently saline). The response to bushfire risks must be tailored to the specific conditions of each area, considering the impact of prior land use practices and the resultant landscape modifications on fire behaviour and mitigation strategies.

Native vegetation distribution

The extensive land clearing conducted for agricultural purposes has resulted in the fragmentation and isolation of native vegetation within the Shire, presenting both challenges and opportunities. While the breaks in dense vegetation offer additional options for fire response tactics and potentially reduce overall bushfire risk, the introduction of agricultural environments surrounding these vegetated areas has adversely impacted the ecological integrity and survival of native flora. This introduction of non-native plant species has led to various issues, including invasive species outcompeting native flora, alterations in nutrient and soil composition, and accelerated post-fire regeneration, resulting in changes to vegetation structure and heightened fuel loads.

Moreover, the fragmentation and isolation of these areas pose significant risks to the survival of vegetation and biodiversity. Hindrances to species recolonisation, genetic bottlenecking due to reduced genetic diversity, and disruption of natural seed distribution mechanisms exacerbate these challenges. Furthermore, the integration of agricultural practices around vegetated areas has further compounded these ecological impacts, underscoring the need for comprehensive strategies to mitigate the adverse effects on native vegetation and promote ecosystem resilience. The extent of remaining native vegetation is illustrated in the picture below.



Source: Landgate

In contrast of agricultural farmland, native vegetation areas exhibit more varied fuel structures and compositions. Dense vegetation patches interspersed with open areas or natural fire breaks create a mosaic landscape that influences fire behaviour.

The topography and landscape configuration of native vegetation areas, including hills and valleys, can further impact fire behaviour by altering wind patterns and fire spread rates. Human activities and infrastructure, such as roads, buildings, and machinery, also play a role in shaping fire behaviour, with agricultural areas typically more heavily influenced by human interventions. Native vegetation often contains a more diverse landscape with varied fuel types, including trees, shrubs, and grasses, which may not burn as quickly or uniformly as agricultural crops. Additionally, native vegetation may feature natural breaks such as rocky outcrops, streams, or patches of less flammable vegetation, which can impede the fire's progress and slow its spread.

Understanding these differences is crucial for effective fire management and mitigation strategies tailored to each specific environment. While agricultural farmland and native vegetation areas both pose fire risks, variations in fuel characteristics, management practices, landscape configuration, and human influences necessitate distinct approaches to fire prevention, preparedness, and response.

Species vulnerability

While native plants in the Shire of Irwin possess an inherent resilience to fire, it's essential to recognise that overlooking vulnerability or implementing an incorrect fire regime can have detrimental effects on vegetation, ecosystems, and the survival of specific species. Several endemic native plants in the region exemplify susceptibility to fire, emphasising the need for careful consideration in bushfire risk management.

Mitigation planning in the Shire considers two fundamental principles: ecological management of vegetation and the abatement of fire hazard. Correctly managing the remaining native vegetation is paramount. During the planning stages of future mitigation works, careful assessment of native species and their vulnerability will guide appropriate courses of action to ensure the preservation of ecological integrity and effective fire risk reduction.

Endangered flora within the Shire encompasses plant species that have undergone assessments categorising them as being at risk of extinction. In the Western Australian context, these species hold the official designation of "Declared Rare Flora" (DRF), indicating their critical status and the need for specific protection measures due to their vulnerability to extinction, rarity, or the necessity for specialised safeguarding measures. The only threatened flora specie present in the Shire of Irwin is the *Conostylis micrantha*, family of Haemodoraceae, located in a protected location.

The Shire, recognising the importance of preserving biodiversity, has identified several priority plant species within its jurisdiction. A detailed reference of these specific species is detailed below. Locations are confidential.

Taxon	WA Status
<i>Caladenia denticulata</i> subsp. <i>albicans</i>	Priority One - Poorly known Species
<i>Cryptandra pendula</i>	Priority One - Poorly known Species
<i>Diuris eburnea</i>	Priority One - Poorly known Species
<i>Leucopogon navicularis</i>	Priority One - Poorly known Species

Stylidium carnosum subsp. Narrow leaves (J.A. Wege 490)	Priority One - Poorly known Species
Verticordia dasystylis subsp. oestopoia	Priority One - Poorly known Species
Calothamnus arcuatus	Priority Two - Poorly known Species
Homalocalyx chapmanii	Priority Two - Poorly known Species
Scholtzia calcicola	Priority Two - Poorly known Species
Stylidium pseudocaespitosum	Priority Two - Poorly known Species

Agriculture

The extensive clearance for agricultural purposes necessitates a meticulous understanding and efficient management of introduced vegetation, encompassing crops, plantations and weeds. This understanding is crucial in the context of mitigating the risk of bushfires, as about 48% of the Shire's land use is considered for agricultural purposes. The 120,278ha total area of agricultural holdings is worth \$64millions⁷.

In the realm of agricultural practices, the cultivation of ryegrass, wheat, oats, lupins, and canola is predominant. Each crop presents its own set of characteristics influencing bushfire risk, with variability contingent on factors such as the specific crop type, prevailing climate conditions, and the farming practices employed.

Chemicals play a pivotal role in agricultural practices, serving purposes like expediting curing processes and suppressing weeds or pests. However, the residue of certain herbicides, when used depending on growing conditions, can possess flammable properties, contributing to the ignition of plant material. Notably, the burning of specific crops, such as canola, with chemical residue can release additional toxins into the air, including polycyclic aromatic hydrocarbons (PAHs) and dioxins. These compounds are associated with an increased risk of cancer, emphasising the importance of considering chemical residues in comprehensive bushfire risk assessments.

Fire behaviour

This intricate interplay of agricultural practices, diseases, and fire risk underscores the need for nuanced risk assessment and tailored risk mitigation strategies within the Shire.

The dynamics of fire behaviour differ notably between agricultural farmland and native vegetation due to a myriad of factors influenced by land use and vegetation characteristics. In agricultural settings, crops, grasslands, and pastures emerge as primary fuel sources, particularly during dry seasons or harvest phases. These cultivated lands typically exhibit uniform and contiguous fuel loads, with expansive swathes of crops and grasses providing uninterrupted coverage. Consequently, fires in such environments tend to propagate more swiftly compared to native vegetation. The denser and more consistent fuel distribution sustains continuous combustion, accelerating fire spread. Moreover, agricultural practices often entail the utilisation of dry, combustible materials such as crop residues or hay, which readily ignite and exacerbate fire progression.

⁷ <https://www.nema.gov.au/sites/default/files/2024-09/Irwin%20-%20LGA%20profile.docx>

Management protocols like plowing, harvesting, and grazing exert a profound influence on fuel characteristics and distribution within agricultural landscapes. Harvested fields, for instance, often leave behind stubble or crop residue, which serve as readily ignitable fuel sources, intensifying fire spread. Grazing activities may mitigate fuel loads in certain areas but can render others more susceptible to fire, contingent upon the timing and intensity of grazing practices.

Overall, the combination of densely packed, uniform fuel sources and open landscapes in agricultural areas creates conditions conducive to rapid intense fire spread, highlighting the importance of effective fire management strategies in these environments.

Nature Reserves

Nature reserves in the Shire of Irwin include the following areas:

- Beekeepers Nature Reserve: extends from Jurien Bay to just south of Dongara, covering ~88 000 ha. A great variety of wildflowers can be seen in the reserve during the season.
- Dongara Nature Reserve: covers ~69 ha and is located on the northern boundary of Dongara.
- Yardanogo Nature Reserve: covers ~8711 ha and is located south east of Dongara. The reserve forms part of the Yamatji conservation estate.

3.9 Important species and communities

In areas subject to frequent burns, the suitability of habitats for specific plant and animal species may be compromised. While effective bushfire risk management is integral to species preservation, a meticulous evaluation of potential consequences from these practices is imperative to prevent adverse outcomes.

The Shire places particular emphasis on the significance of flora and fauna, recognising them not only as valuable environmental assets but also as influencers of treatment options for identified risks associated with other assets. The careful selection of treatments is crucial, considering implications for environmental and heritage considerations.

Inadequate treatment selection carries the potential for adverse consequences, including harm to environmentally sensitive areas, loss of biodiversity, destruction of habitats, and impairment of natural, historical, and indigenous values. Consequently, all treatments must undergo assessment in accordance with specified requirements for identified flora and fauna. Furthermore, relevant authorities (such as Department of Biodiversity, Conservation and Attractions, Department of Planning, Department of Education, Main Roads WA, WAPOL, Water Corporation and ARC Infrastructure) must be consulted before initiating any mitigation work. Appropriate strategies for bushfire risk treatment will include a mix of treatments that are undertaken in close proximity to the asset (or group of assets) treated and in the wider landscape. In undertaking some risk treatments, it is likely that the proposed activities will have the potential to create new risks, such as damaging important environmental, heritage or community values. The protection of environmental and heritage values is covered under a range of state and federal legislation that will impact the selection, planning and execution of certain treatment activities.

Due to the confidential nature of information related to protected flora and fauna, a judicious approach has been taken in documenting data, however a small list of critically endangered fauna that may be present in the Shire of Irwin has been compiled below.

Scientific name	Class	Status	WA Listing
Aipysurus foliosquama	REPTILE	Critically Endangered	Threatened species <i>BCA 2016</i> .
Calidris ferruginea	BIRD	Critically Endangered	Threatened species <i>BCA 2016</i> .
Calidris tenuirostris	BIRD	Critically Endangered	Threatened species <i>BCA 2016</i> .
Diomedea amsterdamensis	BIRD	Critically Endangered	Threatened species <i>BCA 2016</i> .
Limosa lapponica menzbieri	BIRD	Critically Endangered	Threatened species <i>BCA 2016</i> .
Numenius madagascariensis	BIRD	Critically Endangered	Threatened species <i>BCA 2016</i> .
Pezoporus occidentalis	BIRD	Critically Endangered	Threatened species <i>BCA 2016</i> .
Teyl sp. (MYG693)	INVERTEBRATE	Critically Endangered	Threatened species <i>BCA 2016</i> .
Anous tenuirostris melanops	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Balaenoptera borealis	MAMMAL	Endangered	Threatened species <i>BCA 2016</i> .
Balaenoptera musculus	MAMMAL	Endangered	Threatened species <i>BCA 2016</i> .
Balaenoptera physalus	MAMMAL	Endangered	Threatened species <i>BCA 2016</i> .
Botaurus poiciloptilus	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Calidris canutus	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Caretta caretta	REPTILE	Endangered	Threatened species <i>BCA 2016</i> .
Charadrius mongolus	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Diomedea sanfordi	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Idiosoma nigrum	INVERTEBRATE	Endangered	Threatened species <i>BCA 2016</i> .
Neopasiphae simplicior	INVERTEBRATE	Endangered	Threatened species <i>BCA 2016</i> .
Neophoca cinerea	MAMMAL	Endangered	Threatened species <i>BCA 2016</i> .
Parantechinus apicalis	MAMMAL	Endangered	Threatened species <i>BCA 2016</i> .
Petrogale lateralis lateralis	MAMMAL	Endangered	Threatened species <i>BCA 2016</i> .
Puffinus huttoni	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Rostratula australis	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Thalassarche carteri	BIRD	Endangered	Threatened species <i>BCA 2016</i> .

Thalassarche melanophris	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Turnix varius scintillans	BIRD	Endangered	Threatened species <i>BCA 2016</i> .
Zanda latirostris	BIRD	Endangered	Threatened species <i>BCA 2016</i> .

In the planning and execution of mechanical and planned burning mitigation works, an assessment of potential impacts becomes imperative, particularly in recognised or isolated areas of significance. Careful consideration must be given to the effects of habitat destruction and disturbance, acknowledging the vital role these areas play for birds and other native fauna species (e.g. critically endangered bird species *Calidris ferruginea*). Preserving native environmental pockets during mitigation works becomes a priority, contributing significantly to the conservation of habitat for a diverse range of native fauna.

To achieve this conservation objective, the implementation of a joint strategy involving DBCA, collaborating in identifying habitat trees and creating a protection zone by raking the surface and duff fuel away from the tree before undertaking slower, mosaic burning, is highly recommended. This approach creates security of future long-term nesting, while providing additional time for animals and insects to find refuge in unburnt pockets. Moreover, it ensures the creation of areas of refuge, facilitating the movement of animals through the landscape once burning activities are completed. Adopting such practices becomes a critical balancing act, effectively conserving essential habitat for threatened and the broader native fauna community, while still addressing the imperative need for bushfire risk mitigation.

The Shire will investigate and identify the impacts of mitigation activities on threatened species and communities. When a burn or other mitigation activity is planned, environmental approval will be required before any activity commences. When undertaking bushfire mitigation in reserves of conservation value or in areas with protected environmental values, Shire's officers will seek environmental advice on proposed bushfire mitigation activities.

3.10 Bushfire risk controls

Purpose: To describe the current approach to managing bushfire risk.

Please complete the template provided to record the programs and activities (controls) currently undertaken by local government and other stakeholders across the local government area in relation to managing bushfire risk. Refer to section 8.5 of the *Guidelines for Preparing a Bushfire Risk Management Plan*.

Table 4 Current bushfire risk controls in the Shire of Irwin.

Control	Action or activity description	Lead agency	Notes and comments
What is the control in place?	What is the name of the specific action or activity?	Who is the agency responsible for implementation of the control?	Provide a brief description of the action or activity, including its contribution to bushfire risk management.
Use of fire management notices – mail out	Annual LG Firebreak and Fuel Reduction Notice	Shire of Irwin	Letters related to individual parcels are delivered annually in conjunction with rates' notices and are published in the local paper. Non-compliance may result in the issuing of fines and/or works being conducted by the Shire on behalf of the landowner or agency with subsequent cost recovery action.
Restriction of planned burning and issuing of HORVM Bans in periods of elevated fire danger	Restricted/Prohibited Periods; Harvest and Off-Road Activity Ban	Shire of Irwin and BFAC	Prohibited and restricted burn periods are designed to reduce the risk during the Bush Fire Season and are reviewed by the BFAC annually. Dates are subject to change depending of fire weather assessment.
Total Fire Ban Declaration	Restriction of activities that may cause or contribute to the spread of a bushfire	DFES	A Total Fire Ban (TFB) is declared because of extreme weather conditions or when current operational commitments have reduced statewide resources / capabilities.

Townsite UCL/UMR land management	Preparedness, mitigation work conducted on lands owned by Department of Planning, Lands and Heritage (DPLH) and managed by DFES.	DFES	Annual funding is allocated to UCL/UMR land within gazetted boundary with priorities identified in consultation with stakeholders and managed through DFES.
Rural UCL/UMR land management	DBCA's indicative burn program, conduct mulching and other mechanical treatments to reduce fuel load or provide fire access.	DBCA	Plans are owned by DBCA and might be accessed via request.
Shire land management	Shire program to maintain access tracks, reduce fuel load and remove hazards as required.	Shire of Irwin	Bushfire risk mitigation program coordinated by BRMC on all Shire vested Crown land. This includes access track installation and maintenance, weed reduction (slashing, spraying), vegetation thinning and removal, prescribed burning, mulching and other mechanical fuel reduction programs. Application for Mitigation grant funding program
State planning framework and local planning schemes	Implementation and compliance with SPP3.7 Bushfire and the Bushfire Protection Criteria of the Guidelines for Planning for Bushfire where required	Shire of Irwin, DPLH	State planning framework and local planning schemes, implementation of appropriate subdivision and building standards in line with DFES, WAPC and Building Commission policies, guidelines and standards.
Public Schools Bushfire Management	A plan designed to assist staff to prepare for a total fire ban, catastrophic fire danger rating, or a bushfire event.	DoE	Irwin DHS and Irwin PS have requested the Shire to utilise the community evacuation facilities that could be activated in case of emergency.

Public preparedness education campaigns	Community awareness campaigns & advertising via Council Website, social media channel, local paper and electrical signage	Shire of Irwin	Community awareness campaigns are delivered around main topics (e.g. Restricted/Prohibited periods, bushfire plan preparedness, etc.).
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Additional controls that the Shire of Irwin supports or manage include:

Volunteer Fire Brigades

- Irwin Volunteer Bush Fire Brigade
- Dongara Volunteer Bush Fire Brigade

Community Engagement Activities

Some community engagement activities are carried out in the Shire of Irwin. The Shire is welcoming of state-led initiatives (e.g. DFES mandated training for volunteers) and provides support when possible.

Local Government wide controls

Local Government wide controls are other activities that cumulatively help reducing the overall bushfire risk within the Shire. These types of activities are not linked to specific assets and are applied across all or part of the local government as part of normal business or due to legislative requirements.

Some notable controls currently in place are listed in the table above. In addition, the Shire facilitate and supports the following:

- Public education campaigns and the use of DBCA and DFES statewide programs, tailored to suit local needs (e.g. DFES Firewise Garden initiative);
- 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 (includes Fire Management Plans and BAL Assessments and compliance with these);
- Monitoring performance against the BRM Plan and reporting annually to the local government council and OBRM when required;
- The Shire's Works and Services team annual works programs (such as slashing, clearing, burning, chemical application and firebreaks);
- The Shire's Rangers team tasks (such as property compliance inspections, enforcing fire restrictions, issuing of permits to burn and work orders and firebreaks' inspections);

The Shire, when possible, supports state agencies in their mitigation programs, including:

- DFES management of fire prevention on Unallocated Crown Land and Unmanaged Reserves within gazetted town site boundaries;
- DBCA annual mitigation works programs;
- ARC Infrastructure mitigation program;
- Water Corporation Bushfire Risk Mitigation Program; and
- Western Power's (WP) annual vegetation management and asset inspection activities in 'Extreme' and 'High' bushfire zones as identified in their Bushfire Risk Management Plan;
- The Shire, in conjunction with neighbouring Shires of Coorow and Carnamah, supports a Community Emergency Service Manager and a Bushfire Risk Mitigation Coordinator.

Chapter 4 Asset identification and risk assessment

Assets at risk from bushfire in the Shire of Irwin are recorded in the *Asset Risk Register* in the BRMS. Assets are divided into four categories: human settlement, economic, climate, and cultural. Each asset has been assigned a bushfire risk rating between low and extreme based on the risk assessment methodology described in the Guidelines and Handbook.

4.1 Local government asset risk profile

A summary of the risks assessed in the Shire of Irwin is shown in Table 5 below.

This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed. This table was correct at the time of publication but may become outdated as risks are treated or additional risks are identified and assessed. A report may be generated from the BRMS to provide the most current risk profile.

Table 5 Local Government Asset Risk Summary

Asset Category	Risk Rating					
		Low	Medium	High	Very High	Extreme
	Human Settlement	11.42%	11.75%	9.93%	3.64%	20.69%
	Economic	13.90%	9.60%	4.47%	6.12%	1.65%
	Environmental	0%	0%	1.32%	1.82%	0%
	Cultural	0.49%	0.83%	0.99%	0.66%	0.66%

Insert percentage of risks in each category and rating once asset register is locked in BRMS

4.2 Asset categories

Asset identification and risk assessment has been conducted at the local level using the methodology described in the BRMS Guidelines. Asset categories and sub-categories in the BRM Planning process are exemplified in the table below.

Asset category	Asset subcategories
Human Settlement	<p>Residential areas Residential areas, including dwellings in rural areas and the rural-urban interface.</p> <p>Places of temporary occupation Commercial and industrial areas, mining sites or camps and other locations where people may work or gather.</p> <p>Special risk and critical facilities Locations and facilities where occupants may be especially vulnerable to bushfire for one or more of the following reasons:</p> <ul style="list-style-type: none"> • occupants may have limited knowledge about the impact of bushfires; • occupants may have a reduced capacity to evaluate risk and respond adequately to bushfire event;

	<ul style="list-style-type: none"> • occupants may be more vulnerable to stress and anxiety arising from a bushfire event or the effects of smoke; • there may be significant communication barriers with occupants; • relocation and/or management of occupants may present unique challenges or difficulties, such as transportation, or providing alternative accommodation, healthcare or food supplies; • facilities that are critical to the community during a bushfire emergency.
Economic	<p>Agricultural Areas under production, such as pasture, livestock, crops, viticulture, horticulture and associated infrastructure.</p> <p>Commercial and industrial Major industry, waste treatment plants, mines (economic interest), mills, processing and manufacturing facilities and cottage industry.</p> <p>Critical infrastructure Power lines and substations, water pumping stations, tanks/bores and pipelines, gas pipelines, telecommunications infrastructure, railways, bridges, port facilities and waste water treatments plants.</p> <p>Tourist and recreational Tourist attractions, day-use areas and recreational sites that generate significant tourism and/or employment within the local area. These assets are different to tourist accommodation described as a Human Settlement Asset (see above).</p> <p>Commercial forests and plantations Plantations and production native forests.</p> <p>Drinking water catchments Land and infrastructure associated with drinking water catchments.</p>
Environmental	<p>Protected Flora, fauna and ecological communities that are listed as a:</p> <ul style="list-style-type: none"> • critically Endangered, Endangered or Vulnerable species under the Environmental Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act 1999) (including associated critical habitat); • critically Endangered, Endangered or Vulnerable species under the Biodiversity Conservation Act 2016; • critically Endangered, Endangered or Vulnerable ecological community under the EPBC Act 1999 (Cth); • critically Endangered, Endangered or Vulnerable Threatened ecological Community (TEC) endorsed by the Minister for Environment (WA); • fauna protected under international conventions; • Ramsar wetlands of international importance.

	<p>Priority Flora, fauna and ecological communities that are a:</p> <ul style="list-style-type: none"> • priority species listed on the Priority Flora or Priority Fauna Lists held by DBCA (Priority 1-5). • priority Ecological Community (PEC) (Priority 1-5); • wetlands of national or state importance. <p>Locally important</p> <ul style="list-style-type: none"> • Species, populations, ecological communities or habitats that the local community or independent scientific experts consider important for the area and for which there is some scientific evidence that protection would be beneficial. • Wetlands of local importance. • Sites being used for scientific research. • critically Endangered, Endangered or Vulnerable species under the Biodiversity Conservation Act 2016; • critically Endangered, Endangered or Vulnerable ecological community under the EPBC Act 1999 (Cth); • critically Endangered, Endangered or Vulnerable Threatened ecological Community (TEC) endorsed by the Minister for Environment (WA); • fauna protected under international conventions; • Ramsar wetlands of international importance. <p>Priority Flora, fauna and ecological communities that are a:</p> <ul style="list-style-type: none"> • priority species listed on the Priority Flora or Priority Fauna Lists held by DBCA (Priority 1-5). • priority Ecological Community (PEC) (Priority 1-5); • wetlands of national or state importance. <p>Locally important</p> <ul style="list-style-type: none"> • Species, populations, ecological communities or habitats that the local community or independent scientific experts consider important for the area and for which there is some scientific evidence that protection would be beneficial. • Wetlands of local importance. • Sites being used for scientific research.
Cultural	<p>Aboriginal heritage Places of indigenous significance identified by the DPLH or the local community.</p> <p>European heritage Non-Indigenous heritage assets afforded legislative protection through identification by the National Trust, State Heritage List or Local Planning Scheme Heritage List.</p>

	<p>Local heritage Assets identified in a Municipal Heritage Inventory or by the local community as being significant to local heritage.</p> <p>Other Other assets of cultural value to the local community, for example community halls, churches, clubs and recreation facilities.</p>
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Chapter 5 Risk evaluation

5.1. Risk acceptance criteria

The acceptable level of risk for each asset category is shown in Table 6. A risk that is assessed as exceeding these limits will be considered for treatment.

Table 6 Risk acceptance criteria for bushfire risk in the Shire of Irwin.

	Asset category			
	Human settlement	Economic	Environmental	Cultural
Acceptable risk level	Medium	Medium	High	High

Risks below the acceptable level do not require treatment during the life of this BRM Plan. They will be managed by routine bushfire risk controls and monitored to detect any increase in their risk rating. Risks recorded in BRMS will be treated following the below table.

Risk Rating	Criteria for Acceptance of Risk	Course of Action
Extreme	Only acceptable with excellent controls. Urgent treatment is required.	Routine controls are not enough to adequately manage the risk. Specific action is required in the life of the BRM Plan. Treatments will be applied as per below criteria: <ul style="list-style-type: none"> • Priorities will be made for treatments that will have maximum benefit to multiple assets and critical infrastructure. • Treatments that benefit vulnerable communities will be given priority. • Identification of partnerships with other agencies for strategic mitigation. • Communication with asset owners in this class will be prioritised and focussed on increasing understanding of the risk facing these assets. Assets belonging to this category are to be reviewed annually for any significant change.
Very High	Only acceptable with excellent controls. Urgent treatment is required.	Routine controls are not enough to adequately manage the risk. Treatments will be applied as per below criteria: <ul style="list-style-type: none"> • Priorities will be made for treatments that will have maximum benefit to multiple assets and critical infrastructure. • Treatments that benefit vulnerable communities will be given priority. • Identification of partnerships with other agencies for strategic mitigation. • Communication with asset owners in this class will be prioritised and focussed on increasing understanding of the risk facing these assets. Assets belonging to this category are to be reviewed annually for any significant change.

High	Risk treatment action is not required immediately but risk must be monitored regularly.	<p>Routine controls might be enough to adequately manage the risk. Treatments will be applied as per below criteria:</p> <ul style="list-style-type: none"> • Priorities will be made for treatments that will have maximum benefit to multiple assets and critical infrastructure. • Treatments that benefit vulnerable communities will be given priority. • Identification of partnerships with other agencies for strategic mitigation. • Communication with asset owners and focussed on increasing understanding of the risk facing these assets. <p>Assets belonging to this category will be reviewed annually for any significant change.</p>
Medium	Risk treatment action is not required but risk must be monitored regularly.	Specific actions are not required. Risk may be managed with routine controls and monitored periodically throughout the life of the BRM Plan.
Low	Risk treatment action is not required but risk must be monitored regularly.	Specific actions are not required. Risk may be managed with routine controls and monitored periodically throughout the life of the BRM Plan.

5.2. Treatment priorities

The treatment priority for each asset is automatically assigned by BRMS, based on the asset's risk rating. The table below shows how consequence and likelihood combine to give the risk rating and subsequent treatment priority for an asset. The treatment priority assigned in BRMS will help inform decision making for risk acceptability and development of the Treatment Strategy and schedule.

Table 5 – Treatment priorities

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

Chapter 6 Risk treatment

The purpose of risk treatment is to reduce the potential impact of 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 to make bushfires less likely or less harmful.

6.1. Treatment Strategy

The Treatment Strategy outlines the comprehensive approach to managing medium to long-term bushfire risk in the Shire of Irwin. In the context of bushfire risk management, the treatment strategy is instrumental in aligning treatment preferences with the vulnerability of elements such as land use patterns, sensitive industries, vegetation types and resource accessibility. This ensures a targeted and risk-informed approach to treatment selection.

The development of this structure is primarily influenced by population density considerations within the Shire. The table articulates a structured framework with three discernible levels: Primary, Secondary Response, and Last Resort. The preference levels are crafted with thoughtful consideration of the following components:

- Land Use Characteristics - the nature and purpose of land use in a specific area impact factors such as fuel load, accessibility, and vulnerability to bushfires.
- Land Transformation and Development - changes in land development, such as urbanisation or agricultural expansion, alter the natural state of the landscape, influencing fire behaviour and treatment selection differently.
- Vegetation Characteristics and Composition - different vegetation characteristics and types contribute variably to managing fuel load, the viability/quality of vegetation, biodiversity, and whether it consists of native or introduced species. Mismanagement of these factors can have potential negative long-term impacts on the environment and fuel load.
- Localised Capabilities - the availability of resources, infrastructure, and personnel within a specific locality influences the feasibility of certain response measures. Understanding local capabilities ensures the formulation of realistic and achievable strategies.

The Primary Response encompasses the initial and preferred methods for managing bushfire risk within the addressed environment, presenting a range of appropriate tasks to mitigate the risk. In instances where primary measures prove insufficient, the Secondary Response can be considered. These methods may entail additional risks (environmental, social, or physical) that render them inappropriate for primary response. However, with justification, they can complement the initial primary response approach.

Reserved for extreme scenarios due to the associated risks and decisive actions required, the Last Resort is positioned as the lowest intervention for treatment response. This hierarchical structure ensures a methodical and adaptable approach, commencing with preventive measures and escalating interventions as necessary. Consequently, it offers a comprehensive and effective strategy for bushfire risk management.

Shire Managed Land Within Gazetted Townsites

Preference	Method type	Description
Primary response	Vegetation management	Modify or remove excess vegetation to create breaks and reduce fuel density.
	Firebreaks/Access Tracks	Removal of vegetation to create vehicle accessible tracks.
Secondary response	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
Last resort	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

Rural Urban Interface

Preference	Method type	Description
Primary response	Community Planning	Educating defensible space around homes.
		Community education programs around preparedness and household bushfire plan creation.
		Implementing and educating SPP 3.7, AS3959 and other associated resources for new developments.
	Building Design and Retrofitting	Educate, construction and retrofitting of structures with fire-resistant materials and features.
	Ember-Resistant Landscaping	Educating, selecting and maintaining vegetation that is less likely to ignite from embers.
	Fire break notice	Compliance to the Shire of Irwin Firebreak notice.
Secondary response	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
	Vegetation management	Modify or remove excess vegetation to create breaks and reduce fuel density.
	Firebreaks/Access Tracks	Removal of vegetation to create vehicle accessible tracks.
Last resort	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

Agricultural Environment

Preference	Method type	Description
Primary response	Community Planning	Educating defensible space around homes
		Implementing and educating SPP 3.7, AS3959 and other associated resources for new developments
	Building Design and Retrofitting	Educate, construction and retrofitting of structures with fire-resistant materials and features.
	Ember-Resistant Landscaping	Educating, selecting and maintaining vegetation that is less likely to ignite from embers.
	Fire break notice	Compliance to the Shire of Irwin Firebreak notice.
	Vegetation management	Modify or remove excess vegetation to create breaks and reduce fuel density.
	Firebreaks/Access Tracks	Removal of vegetation to create vehicle accessible tracks.

	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
Secondary response	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

Road reserves

Preference	Method type	Description
Primary response	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
Secondary response	Vegetation	Removal of excess vegetation to response management create breaks and reduce fuel density
Last resort	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

Reserves Environment

Preference	Method type	Description
Primary response	Understory Management	Modifying understory vegetation to break up fuel continuity.
	Firebreaks/Access Tracks	Removal of vegetation to create vehicle accessible tracks.
Secondary response	Selective Thinning	Removal of excess vegetation to create breaks and reduce fuel density.
	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
Last resort	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

An essential aspect to contemplate within this treatment strategy is the implementation of controlled burns. Executing this practice in a native environment entails intricate planning, substantial knowledge, and appropriate times for its execution, which can pose challenges in terms of resource allocation. One of the primary considerations is the timing of these burns, with the optimal period typically coinciding with seeding or harvest seasons. This temporal alignment is pivotal in minimising disruptions to agricultural activities and mitigating potential risks associated with poorly timed or in a potential inadequately resourced burns. Therefore, controlled burns are designated as a last resort measure, aimed at alleviating additional burdens on emergency services and circumventing the potential for ill-informed or inadequately supported burn operations.

The treatment strategy for bushfire risk in the Shire of Irwin recognises the significance of non-physical mitigation measures, encompassing state-led educational programs and local regulatory approaches. Emphasising a comprehensive framework, the strategy acknowledges that effective risk treatment involves a synergy of these strategies, relying on factors like community involvement, continuous monitoring, and adaptability to changing conditions.

Successful bushfire risk management necessitates collaboration among land managers, communities, and fire authorities. The Shire of Irwin's treatment strategy adopts a flexible approach to bushfire risk management. By addressing unacceptable risks, considering various

influencing factors, engaging the wider community, and incorporating diverse treatments, the strategy aims to bolster overall resilience and minimise the impact of bushfires on the local government area.

Shared responsibility with other stakeholders and land managers involve a collective commitment from risk owners to treat risks identified in this Plan. In this section, the shared responsibility will involve the below main stakeholders:

- Department of Fire and Emergency (DFES): provides BRMS system support, training and administration; administers the Mitigation Activity Fund Grants Program; provides expert knowledge and advice in relation to risk, prevention and treatments; assists with identifying the appropriate risk treatment; facilitates engagement with State and Commonwealth government agencies; manage fuel loads in UCL/UMR land in townsites; may act in support of land managers that do not have the capacity to undertake treatment strategies.
- Department of Biodiversity, Conservation and Attraction (DBCA): engage and advice the Shire of Irwin with its implementation of the BRM Plan; assist Shire of Irwin in identifying environmental assets vulnerable to fire and collaborate in planning strategies that are appropriate for their protection; when possible, share DBCA's treatment programs/schedules with the Shire of Irwin with the aim of jointly manage fuel loads.
- Department of Planning, Lands and Heritage (DPLH): responsible for managing the bushfire risk on land owned by the WA Planning Commission; provide advice to support the identification, assessment and treatment of heritage sites as per *AHA 1972* guidelines.

6.2. Treatment Schedule

The Treatment Schedule is a list of bushfire risk treatments recorded in the BRMS. It is developed regarding the outcome of the risk assessment process and Treatment Strategy and in consultation with stakeholders.

A treatment schedule for the Shire of Irwin has been entered to BRMS. This is a live document and will be regularly updated throughout the life of the BRM Plan. Land managers are responsible for implementing agreed treatments on their own land. This includes 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 manager.

Chapter 7 Monitoring and review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and considers the best available information.

7.1. Monitoring and review

The Shire of Irwin will monitor the BRM Plan and BRMS data to identify any need for change. The Plan and BRMS data will be reviewed at least every two years to ensure they continue to reflect the local context, assets at risk, level of risk and treatment priorities.

7.2. Reporting

The Shire of Irwin CEO or their delegate will provide to OBRM the outcomes of the two-year review of the BRM Plan. This is required to maintain OBRM endorsement of the Plan.

The Shire of Irwin will contribute information about their BRM Program to the annual OBRM *Fuel Management Activity Report*.



Ordinary Council Meeting

27 May 2025

Item 10.6.1
Audit Committee
Minutes – 13 May 2025



Shire of Irwin Audit Committee Meeting

to be held in the Council Chambers

Tuesday 13 May 2025

at 4.00pm

Agenda

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Cr Scott declared the meeting open at 4.00pm and welcomed Committee Members and Guests to the meeting.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Members

Cr I Scott (*Chairperson*)

Shire of Irwin Councillor

Cr B Wyse (*Deputy Chairperson*)

Shire of Irwin Councillor

Cr P Summers

Shire of Irwin Councillor

Staff

Mr S D Ivers

Chief Executive Officer

Ms P Machaka

Manager Finance

Ms S Mearns

Executive Assistant

Apologies

Nil

Guests

Mr Michael Liprino

Pitcher Partners

Mr Raj Vignesh

Office Attorney General

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Audit Committee Meeting held 8 April 2025

A copy of the minutes of the Audit Committee Meeting held 8 April 2025 have been provided to all Committee Members under separate cover.

COMMITTEE MOTION AND DECISION:

MOVED: Cr Summers

SECONDED: Cr Wyse

That the Minutes of the Audit Committee Meeting, held 8 April 2025, be confirmed as a true and accurate recording of that meeting.

Voting Details:

Carried: 3/0

For: Cr Scott, Cr Wyse, Cr Summers

Against: Nil

4. GENERAL BUSINESS

4.1 Shire of Irwin Audit Plan – Pitcher Partners

Cr Scott, Chair of the Shire of Irwin Audit Committee, welcomed Mr Michael Liprino of Pitcher Partners, who presented and discussed the External Audit Plan for the year ending 30 June 2025.

Areas of Audit Focus

Mr Liprino highlighted that the audit will focus on (but will not be limited to), the following criteria:

- Revenue recognition of rates, Government grants, contributions and fees & charges
 - *A review of assessments will be taken to ensure the basis for revenue is recognised.*
 - *Testing will be performed to assess the Shires financial controls.*
 - *The Shires procedures will be reviewed relating to financial revenue and expenditure.*
 - *An assessment will be undertaken in relation to any new revenue streams.*
- Property, Plant, Equipment and Infrastructure
 - *As the Shire performed a valuation of land, buildings, roads and other infrastructure in June 2022, no asset class is due for valuation for the year ending 30 June 2025.*
 - *Asset Registers will be reviewed to ensure they are being maintained as required.*
 - *Pitcher Partners will be examining transactions relevant to the potential sale of property to cover delinquent rate payments and associated costs.*
- Employee Benefits Provisions
 - *The Shire will be assessed on its compliance with the LSL Act.*
 - *Leave Management Plan is to be established to address excessive leave balances identified in the last Audit.*
- Existence and completeness of expenditure
 - *Testing of key controls relating to procurement and credit card usage will be undertaken.*
- Provision for Rehabilitation
 - *This focus area will remain a consideration in relation to the Transfer Station and potential changes in relation to DWER requirements.*
- IT General Controls
 - *Pitcher Partners have been advised that the Shire are introducing a new ERP system on 1 July 2025 and will keep this on their radar for the upcoming financial year to ensure 'Carried forward' Balances etc transfer over to the new system correctly.*
- Specific (LG) General Purpose Financial Reporting requirements
 - *Pitcher Partners will review the quality of our financial reporting.*
- Control Weaknesses
 - *The Shires potential areas of weakness will be reviewed, such as Reconciliations, Anomalies in Procurement, Credit Card fraud etc.*
- Other Matters
 - *Mr Liprino advised that in relation to the recent replacement of AASB 18 with AASB 101 Presentation of Financial Statements, although the Shire of Irwin is not a Tier 1 or Tier 2 Council, Tier 3 Councils MAY be affected in the future in relation to the preparation of general purpose financial statements.*

COMMITTEE MOTION AND DECISION:**MOVED: Cr Wyse****SECONDED: Cr Summers**

That the Shire of Irwin Audit Committee endorses the 2024/25 Audit Plan as presented by Pitcher Partners and as previously circulated.

Voting Details:**Carried: 3/0****For: Cr Scott, Cr Wyse, Cr Summers****Against: Nil****5. URGENT BUSINESS APPROVED BY CHAIR OR BY COMMITTEE DECISION**

Nil

6. SETTING OF FUTURE MEETING DATES

The next meeting date is to be confirmed.

7. CLOSURE

There being no further business, the Audit Meeting was closed at 4.43pm.