

**MINUTES  
ORDINARY COUNCIL MEETING**

**14 JUNE 2016**

**COUNCIL CHAMBERS  
THE TOWN OF NARROGIN  
89 EARL STREET  
NARROGIN WA 6312**

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

These minutes were confirmed at the Ordinary Council Meeting held on 28 June 2016

Signed:  ..... Date 28/6/16 .....

(Presiding Member at the meeting at which minutes were confirmed)

Council Minutes are 'Unconfirmed' until they have been adopted at the following meeting of Council.

**ORDINARY COUNCIL MEETING MINUTES  
14 JUNE 2016**

**1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

7.30 pm – Mayor Ballard declared the meeting open.

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

**Elected Members**

Mayor L Ballard  
Deputy Mayor Cr A Paternoster  
Cr C Bartron  
Cr C Ward  
Cr J McKenzie  
Cr M Kain  
Cr D Russell  
Cr P Schutz  
Cr M Fisher

**Staff**

Mr A Cook – Chief Executive Officer  
Mr A Awang – Executive Manager Development & Regulator Services  
Mr C Bastow – Director Corporate and Community Services  
Mr T Evans – Executive Manager Technical Services  
Ms C Thompson – Executive Assistant

**Visitors**

Mr D Charlesworth – Narrogin Observer

**3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA**

Cr Kain declared an interest in item 10.2.068. The nature of his interest was through persons “closely associated” (employer).

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**COUNCIL RESOLUTION 0616080 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Ward**

**Seconded: Cr Fisher**

That Council:

Accept the minutes of the Ordinary Council Meeting held on 24 May 2016 and be confirmed as an accurate record of proceedings.

**CARRIED 9/0**

**8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Mayor Ballard thanked Deputy Mayor Paternoster for presiding at the last Council meeting.

**9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

**10. MATTERS WHICH REQUIRE DECISIONS**

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## 10.1 DEVELOPMENT AND TECHNICAL SERVICES

### 10.1.064 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

**File Reference:** 9.8.4  
**Disclosure of Interest:** Nil  
**Applicant:** Emergency Management Officer  
**Previous Item Nos:** Ordinary Council Meeting 26 May 2015  
**Date:** 7 June 2016  
**Author:** Azhar Awang, Executive Manager Development & Regulatory Services.

#### Attachments

- Local Emergency Management Arrangements documentation

#### Summary

Council is requested to formally endorse the Local Emergency Management Arrangements documentation and for the signing of this document by the Shire and Town of Narrogin Chief Executive Officer.

#### Background

The matter was previously considered by Council at its meeting held on 26 May 2015, whereby Council resolved to:

*Approve the attached Local Emergency Management Arrangements for the Town and Shire of Narrogin and endorse the signing of the document by the CEO.*

The Local Emergency Management Committee (LEMC) has reviewed the current Local Emergency Management Arrangements document and has made a few minor amendments and is presented to Council for its endorsement.

#### Comment

The purpose of the Local Emergency Management Arrangements is to set out by the *Emergency Management Act 2005*:

- the local government's policies for emergency management;*
- the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;*
- provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);*
- a description of emergencies that are likely to occur in the local government district;*
- strategies and priorities for emergency management in the local government district;*
- other matters about emergency management in the local government district prescribed by the regulations; and*

- g) *other matters about emergency management in the local government district the local government considers appropriate". (s. 41(2) of the Act).*

LEMC has reviewed the Local Emergency Management Arrangements document and support the document for Council's endorsement.

#### **Consultation**

- Local Emergency Management Committee
- Emergency Services Officer
- Shire & Town of Narrogin

#### **Statutory Environment**

*Emergency Management Act 2005*

Section 41 - Emergency Management Arrangements in local government district

#### **Policy Implications**

Nil.

#### **Financial Implications**

Nil.

#### **Strategic Implications**

Nil.

#### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 0616.081 AND OFFICER'S RECOMMENDATION</b>
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**Moved: Cr Fisher**

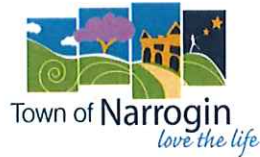
**Seconded: Cr Schutz**

That Council:

1. Endorse the attached Local Emergency Management Arrangements document as attached.
2. Authorise the Chief Executive Officer to sign the endorsed Local Emergency Management Arrangements document.

**CARRIED 9/0**

Please note: Councillor Bartron requested that the attachment be amended so that the distribution list reflected the membership list.



# Local Emergency Management Arrangements

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## TOWN OF NARROGIN SHIRE OF NARROGIN

**TOWN OF NARROGIN, SHIRE OF NARROGIN EMERGENCY MANAGEMENT ARRANGEMENTS**

These arrangements have been produced and issued under the authority of S. 41(1) of the *EM Act 2005*, endorsed by the Town of Narrogin, Shire of Narrogin, Local Emergency Management Committee (LEMC) and has been tabled with the District Emergency Management Committee (DEMC).

.....  
Chairperson  
CEO  
Date

.....  
Endorsed by Council  
CEO, Town of Narrogin  
Date

.....  
Endorsed by Council  
CEO, Shire of Narrogin  
Date

.....

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Town of Narrogin, Shire of Narrogin Local Emergency Management Arrangements

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**Distribution**

<b>Distribution List</b>	
<b>Organisation</b>	<b>No Copies</b>
Town of Narrogin	2
Shire of Narrogin	2
Western Australian Police, Narrogin	2
Great Southern DEMC Executive Officer	2
Narrogin State Emergency Service (S.E.S.) Unit	2
Narrogin Volunteer Fire and Rescue Service	2
Narrogin Sub-Branch, St John Ambulance	2
Department for Child Protection & Family Support, Narrogin	2
Department of Agriculture and Food, Narrogin	2
Narrogin Regional Hospital	2
Department Fire Emergency Services, Narrogin	2
Department of Parks and Wildlife, Narrogin	2
Australian Red Cross	2
Main Roads WA Wheatbelt Region	2
Narrogin District Education Department	2
Water Corporation	2
Western Power Corporation	2

**Amendment Record**

<b>No.</b>	<b>Date</b>	<b>Amendment Details</b>	<b>By</b>
1	16 February 2006	Review & Rewrite -DRAFT	Risk Analysis Sub Committee
2	27 March 2006	Review & Rewrite -DRAFT	Risk Analysis Sub Committee
3	28 June 2006	Draft Copy 16-06-2006 adopted by LEMC	Narrogin LEMC
4	17 April 2008	Review, Update and Rewrite DRAFT	Narrogin LEMC sub-committee
5	February 2011	Review & Rewrite Arrangements -DRAFT	Narrogin LEMC sub-committee
6	February 2011	Review & Rewrite Risk Management Project -DRAFT	Risk Analysis Sub Committee
7	November 2015	Review and Rewrite Arrangements DRAFT	Narrogin LEMC sub-committee
8	20 May 2016	Town Council Endorsement	Town of Narrogin
9	18 June 2016	Shire Council Endorsement	Shire of Narrogin
10			
11			
12			

## **GLOSSARY OF TERMS**

**For additional information in regards to the Glossary of Terms, refer to the State Emergency Management Glossary 2016.**

**AUSTRALASIAN INTERSERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS)** – A nationally adopted structure to formalize a coordinated approach to emergency incident management.

**AIIMS STRUCTURE** – The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure with responsibility for the management of allocated resources to effectively accomplish stated objectives relating to an incident (AIIMS)

**BFB – Bush Fire Brigade** – established by a local government under the *Bush Fires Act 1954*.

**COMBAT** - take steps to eliminate or reduce the effects of a hazard on the community.

**COMBAT AGENCY** – A combat agency prescribed under subsection (1) of the *Emergency Management Act 2005* is to be a public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency. Controlling Agency in response to an emergency will undertake the specific emergency management activities or support functions for which they are prescribed.

**COMMUNITY EMERGENCY RISK MANAGEMENT** – See **RISK MANAGEMENT**.

**COMPREHENSIVE APPROACH** – The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. *Syn.* 'disaster cycle', 'disaster phases' and 'PPRR'

**COMMAND** – The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. *See also* **COMMAND** and **COORDINATION**.

**CONTROL** – The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it the responsibility for tasking and coordinating other organisations in accordance with the

needs of the situation. Control relates to situations and operates horizontally across organisations. *See also* **COMMAND** and **COORDINATION**.

**CONTROLLING AGENCY** – an agency nominated to control the response activities to a specified type of emergency. The Controlling Agency appoints an Incident Controller and may appoint an Operational Area Manager for strategic management of a Level 3 emergency.

**COORDINATION** – The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. *See also* **CONTROL** and **COMMAND**.

**DFES** – Department of Fire & Emergency Services of WA.

**DISTRICT** – means the municipality of the Town of Narrogin and Shire of Narrogin.

**EMERGENCY** – An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

**EMERGENCY MANAGEMENT** – The management of the adverse effects of an emergency including:

- (a) Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.
- (b) Preparedness – preparation for response to an emergency
- (c) Response – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery and
- (d) Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

**EMERGENCY MANAGEMENT AGENCY** – A hazard management agency (HMA), a combat agency or a support organisation.

**EMERGENCY RISK MANAGEMENT** – A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.

#### **HAZARD**

- (a) a cyclone, earthquake, flood, storm, tsunami or other natural event;
- (b) a fire;

- (c) a road, rail or air crash;
- (d) a plague or an epidemic;
- (e) a terrorist act as defined in *The Criminal Code* section 100.1 set out in the Schedule to the *Criminal Code Act 1995* of the Commonwealth;
- (f) any other event, situation or condition that is capable of causing or resulting in —
  - (i) loss of life, prejudice to the safety, or harm to the health, of persons or animals; or
  - (ii) destruction of, or damage to, property or any part of the environment, and is prescribed by the regulations; (*Section 15 of the Emergency Management Regulations (2006)*)

**HAZARD MANAGEMENT AGENCY (HMA)** – A public authority or other person, prescribed by regulations because of that agency’s functions under any written law or because of its specialized knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State. HMAs will nearly always be responsible for lead response to an emergency in relation to the type of hazard for which they are prescribed.

**INCIDENT** – An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies or a sudden event which, but for mitigating circumstances, could have resulted in an accident; An emergency event or series of events which requires a response from one or more of the statutory response agencies. *See also ACCIDENT, EMERGENCY and DISASTER.*

**INCIDENT AREA (IA)** – The area defined by the Incident Controller for which they have responsibility for the overall management and control of an incident.

**INCIDENT CONTROLLER** – The person appointed by the Hazard Management Agency for the overall management of an incident within a designated incident area

**INCIDENT MANAGER** – See **INCIDENT CONTROLLER**

**INCIDENT MANAGEMENT TEAM (IMT)** – A group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning and logistics. The team headed by the incident manager which is responsible for the overall control of the incident.

**INCIDENT SUPPORT GROUP (ISG)** – A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

**LG** – Local Government meaning the Town of Narrogin and Shire of Narrogin.

**LIFELINES** – The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.

**LOCAL EMERGENCY COORDINATOR (LEC)** - That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during *Incidents* and *Operations*.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)** – Based on either local government boundaries or emergency management sub-districts. Chaired by the Shire President/Mayor (or a delegated person) with the Local Emergency Coordinator, whose jurisdiction covers the local government area concerned, as the Deputy Chair. Executive support should be provided by the local government.

**MUNICIPALITY** – Means the district of the Town of Narrogin and Shire of Narrogin.

**OPERATIONS** – The direction, supervision and implementation of tactics in accordance with the Incident Action Plan. *See also* **EMERGENCY OPERATION**.

**OPERATIONAL AREA (OA)** – The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

**PREVENTION** – Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. *See also* **COMPREHENSIVE APPROACH**.

**PREPAREDNESS** – Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. *See also* **COMPREHENSIVE APPROACH**.

**RESPONSE** – Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support. Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. *See also* **COMPREHENSIVE APPROACH**.

**RECOVERY** – The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.



**RISK** – A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

- The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.
- A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.
- Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability

**RISK MANAGEMENT** – The systematic application of management policies, procedures and practices to the tasks of identifying, analyzing, evaluating, treating and monitoring risk.

**RISK REGISTER** – A register of the risks within the local government, identified through the Community Emergency Risk Management process.

**RISK STATEMENT** – A statement identifying the hazard, element at risk and source of risk.

**SES** –State Emergency Service.

**SUPPORT ORGANISATION** – A public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

**TELECOMMUNICATIONS** – The transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.

**TREATMENT OPTIONS** – A range of options identified through the emergency risk management process, to select appropriate strategies' which minimize the potential harm to the community.

**VFRS** –Volunteer Fire & Rescue Service.

**VULNERABILITY** – The degree of susceptibility and resilience of the community and environment to hazards. \*The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

**WELFARE CENTRE** – Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.

**Acronyms List**

<b>BFS</b>	Bush Fire Service
<b>CEO</b>	Chief Executive Officer
<b>CPFS</b>	Department for Child protection and Family Support
<b>P&amp;W</b>	Department of Parks and Wildlife
<b>DEMC</b>	District Emergency Management Committee
<b>ECC</b>	Emergency Coordination Centre
<b>DFES</b>	Department of Fire and Emergency Services
<b>FRS</b>	Fire and Rescue Service
<b>HMA</b>	Hazard Management Agency
<b>ISG</b>	Incident Support Group
<b>LEC</b>	Local Emergency Coordinator
<b>LEMA</b>	Local Emergency Management Arrangements
<b>LEMC</b>	Local Emergency Management Committee
<b>LRC</b>	Local Recovery Coordinator
<b>LRCC</b>	Local Recovery Coordinating Committee
<b>SEC</b>	State Emergency Coordinator
<b>SEMC</b>	State Emergency Management Committee
<b>SES</b>	State Emergency Service
<b>SEWS</b>	Standard Emergency Warning Signal
<b>SOP</b>	Standard Operating Procedures

## **PART 1 – INTRODUCTION**

### **1.1 Authority**

These arrangements have been prepared in accordance with *s. 41(1) of the Emergency Management Act 2005* and endorsed by the Narrogin Local Emergency Management Committee and approved by the Town of Narrogin and Shire of Narrogin.

#### **1.1.2 Community Consultation**

These Arrangements have been developed in consultation with the Narrogin LEMC as representatives of the respective communities and agencies. Each organization was asked to comment and review to ensure their department was correctly identified. The community was consulted when researching the Risk Analysis 2011.

The community is encouraged to provide feedback when viewing the Arrangements via email [lemac@narrogin.wa.gov.au](mailto:lemac@narrogin.wa.gov.au) or mailed to the Shire of Narrogin.

### **1.2 Document Availability**

A copy of this document is available for inspection at each local government office during normal office hours. A copy is available on the Councils website.

### **1.3 Area Covered (Context)**

This plan covers the Local Government Districts of the Town of Narrogin and Shire of Narrogin.

The geographic area covered by these arrangements is:

The Town and Shire of Narrogin is located 192 km southeast of Perth in the Upper Great Southern Region of Western Australia, and are bordered by the southern Wheatbelt to the north and the South West region to the west.

- The Town of Narrogin is 12.6 km<sup>2</sup> in size and has a population of 4,614 with 1,884 dwellings (ABS, 2011). Narrogin is 174kms from the regional town of Bunbury with Cuballing 13.9kms from Narrogin.
- The Shire of Narrogin is 1618 km<sup>2</sup> in size and a population of 888 with 353 Dwellings.
- The demography of the area is a high tree scape, rolling hills and large farming/ agriculture industries.

Other features / infrastructure are:

- Arterial and main roads - Great Southern Highway, Albany Highway, Williams/ Narrogin Road.
- Rail - There is a rail line dividing the town for the use of grain cartage and occasionally a special events passenger train.
- Large Farming industry and infrastructure.

- Narrogin has a creek running through the town at Gnarojin wetlands, lakes or bushland
- Regional/National Parks and Reserves Dryandra Nature reserve, Highbury Reserve, Gnarojin Park,
- Physical attributes are Valleys, tall tree scape, and Yilliminning Rock.
- Major industries are a Hay plant, piggery, WA Fire Appliances, Beef producer, Abattoir, CBH, Construction industries, Regional centre for doctors, veterinarian, dentists, Police station, Court house, Main roads depot, Western Power Operational Depot, Water Corporation Operational Depot, Telstra, Regional Hospital and High school and three Primary Schools.

#### 1.4 Aim

The aim of the Town of Narrogin and Shire of Narrogin Local Emergency Management Arrangements is to set out local emergency management arrangements within the respective Local Authority. This document is to assist in the coordination of major emergencies and is not intended to provide procedures or directions to HMA's.

#### 1.5 Purpose

The purpose of these emergency management arrangements is to set out:

- a) the local government's policies for emergency management;
- b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
- d) a description of emergencies that are likely to occur in the local government district;
- e) strategies and priorities for emergency management in the local government district;
- f) other matters about emergency management in the local government district prescribed by the regulations; and
- g) other matters about emergency management in the local government district the local government considers appropriate". (s. 41(2) of the *Emergency Management Act*).

#### 1.6 Scope

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMA's in dealing with an emergency. These should be detailed in the HMA's individual plan.

Furthermore:

- a) This document applies to the local government district of the Town of Narrogin and Shire of Narrogin;
- b) This document covers areas where the Town of Narrogin and Shire of Narrogin (Local Government) provides support to HMA's in the event of an incident;

- c) This document details the Town of Narrogin and Shire of Narrogin's (LG) capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- d) Town of Narrogin and Shire of Narrogin (LG) responsibility in relation to recovery management.

These arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

### 1.7 Related Documents & Arrangements

To be developed and endorsed.

#### 1.7.1 Local Emergency Management Policies

The Town of Narrogin and Shire of Narrogin (LG) have established a joint Local Emergency Management Committee. This has been done because the respective local government area's are subjected to the same level and types of risk and many of the services provided to manage these risks are shared amongst the local government area.

#### 1.7.2 Existing Plans & Arrangements

Any relevant plans and arrangements that exist for the area should also be listed for reference purposes and where they are located.

##### Local Plans

Document	Owner	Location
Risk Register	Town of Narrogin	Town of Narrogin
Risk Treatment Schedule	Town of Narrogin	Town of Narrogin
Local Recovery Plan	Town of Narrogin	All member LG's
Welfare Plan	DCPFS	All member LG's
Road Closure Contingency Plans	Main Roads WA Wheatbelt Region	Main Roads and LG's

##### Relevant State Emergency Management Plans (Westplans)

Document	Owner	Location
Westplan Air Transport	WA Police	SEMC Website
Westplan Fire	DFES	SEMC Website
Westplan Flood	DFES	SEMC Website
Westplan Hazardous Materials	DFES	SEMC Website
Westplan Land Search & Rescue	WA Police	SEMC Website

Westplan Road Transport Emergency	WA Police	SEMC Website
Westplan Welfare	DCPFS	SEMC Website
Westplan Animal and Plant Biosecurity	DAFWA	SEMC Website

### 1.8 Agreements, Understandings & Commitments

Parties to the Agreement	Summary of the Agreement	Special Considerations
nil		

### 1.9 Additional Support

Organisation	Description	Comments	Contacts
nil			

### 1.10 Special Considerations

The special considerations that are likely to impact on the successful implementation of these emergency management arrangements in times of emergency are;

- Tourist season - year round / events
- School holidays – P&W/ Jan, April, July, Sept/ Oct
- Seeding – March to May
- Bush fire season –  
 Restricted Burning Period from 1<sup>st</sup> October to 1<sup>st</sup> May (inclusive)  
 Prohibited Burning Period 1<sup>st</sup> November to 1<sup>st</sup> March (inclusive).
- Harvest – November to January
- Christmas holidays – December/ January
- Narrogin Show weekend - October
- Rev Heads weekend – 2<sup>nd</sup> or 3<sup>rd</sup> weekend in November
- Spring Festival Event - 4<sup>th</sup> Weekend in October

At Christmas time and school holidays there are minimal people in the town causing a reduction in services, volunteers for Ambulance, Fire & Rescue.

**There is a strong Cultural Diversity within the Communities** including – Indigenous, Religious, large to small scale Farmers, business owners, also different nationalities within the Communities.

There is a large requirement for Aged care and Nursing homes with Karinya, Narrogin Hospital, Narrogin Cottage homes with these facilities being part of the Emergency Management Plans.

### **1.11 Resources**

The Hazard Management Agency (HMA) for an incident is responsible for the determination of resources required to combat the hazards for which they have responsibility. The Town and Shire of Narrogin have a list of resources that may be made available upon request- refer to resources register (kept as a separate document available from the Town of Narrogin). This document shall be reviewed and updated annually.

Resources are registered and identified in the asset register located in – Resources and Asset Register. Staff and resources are available for response to emergency situations in accordance with section 38 and section 42 of the *Emergency Management Act 2005*.

### **1.12 Finance arrangements**

[State Emergency Management Policy \(SEMP 4.2\)](#) outlines the responsibilities for funding during multi-agency emergencies. While recognising the provisions of [SEMP 4.2](#), the Town/Shire of Narrogin is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately in an emergency event requiring resourcing by the Town/Shire of Narrogin to ensure the desired level of support is achieved.

### **1.13 Roles & Responsibilities**

Section 41(2)(b) of the *Emergency Management Act 2005* states that local emergency arrangements must set out the roles and responsibilities of public authorities and other person involved in emergency management in the local government district. Descriptions of these roles and responsibilities are as follows:

#### **LEMC Executive Officers**

Provide executive support to the LEMC by:

- a) Ensuring the provision of secretariat support including:
  - Meeting agenda;
  - Minutes and action lists;
  - Correspondence;
  - Maintain committee membership contact register;
- b) Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including:
  - Annual Report;
  - Annual Business Plan;
  - Maintenance of Local Emergency Management Arrangement;

- c) Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and
- d) Participate as a member of sub committees and working groups as required

#### **Local Emergency Coordinator**

The local emergency coordinator for a local government district has the following functions [s. 37(4) of the Act]:

- a. to provide advice and support to the LEMC for the district in the development and maintenance of emergency management arrangements for the district;
- b. to assist hazard management agencies in the provision of a coordinated response during an emergency in the district; and
- c. to carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

#### **Chair person Local Emergency Management Committee**

The Chairman of the LEMC is appointed by the local government [s. 38 of the Act]. The CEO can delegate roles as required.

#### **Local Emergency Management Committee**

The Town and Shire of Narrogin have established a Local Emergency Management Committee (LEMC) under section 38(1) of the *Emergency Management Act 2005* to oversee, plan and test the local emergency management arrangements.

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The LEMC is not an operational committee but rather the organisation established by the local government to ensure that local emergency management arrangements are written and placed into effect for its district.

The LEMC membership must include at least one local government representative and the identified Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

The functions of LEMC are [s. 39 of the Act]:

- a. To advise and assist the local government in establishing local emergency managements for the district;



- b. to liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and
- c. to carry out other emergency management activities as directed by SEMC or prescribed by regulations.

#### Other Functions of the LEMC

Various State Emergency Management Plans (WESTPLANS) and State Emergency Management Policies (SEMP) place responsibilities on LEMC's. The below identified functions relate to areas not covered in other areas of these arrangements.

- a) The LEMC should provide advice and assistance to communities that can be isolated due to hazards such as cyclone or flood to develop a local plan to manage the ordering, receiving and distributing of essential supplies. (WESTPLAN - Freight subsidy Plan)
- b) The LEMC may provide advice and assistance to the SES and DFES to develop a Local Tropical Cyclone Emergency Plan. (WESTPLANS – Cyclone, Flood and Tsunami)

The functions of LEMC are [s. 39 of the Act]:

- d. To advise and assist the local government in establishing local emergency managements for the district;
- e. to liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and
- f. to carry out other emergency management activities as directed by SEMC or prescribed by regulations.

#### **Local Government**

It is a function of a local government to—

- (a) to ensure that effective local emergency management arrangements are prepared and maintained for its district;
- (b) to manage recovery following an emergency affecting the community in its district; and
- (c) to perform other functions given to the local government under this Act.

Where other funding arrangements have not been arranged prior with the relevant HMA, the Shire of Narrogin accepts the responsibility for the management and funding of municipal resources and co-ordination of community support to counter the effects of an emergency during both the response to and recovery from emergencies.

The Local Emergency Management Arrangements are to be consistent with the State Emergency Management Policies and State Emergency Management Plans and are to include a Recovery Plan and the nomination of the Local Recovery Coordinator.

### **Local recovery coordinator**

To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.

### **LG welfare liaison officer**

During an evacuation where a local government facility is utilised by CPFS provide advice, information and resources regarding the operation of the facility.

### **LG liaison officer (to the ISG/IMT)**

During a major emergency the liaison officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in the LEMA

### **Hazard Management Agency (HMA) Role**

A hazard management agency is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [EM Act 2005 s4]

The HMA's are prescribed in the *Emergency Management Regulations 2006*.

Their function is to:

- Undertake responsibilities where prescribed for these aspects [EM Regulations]
- Appointment of Hazard Management Officers [s55 Act]
- Declare / Revoke Emergency Situation [s 50 & 53 Act]
- Coordinate the development of the Westplan for that hazard [SEMP 2.2]
- Ensure effective transition to recovery by Local Government

### **Controlling Agency Role**

A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.

The function of a Controlling Agency is to;

- to undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness.
- to control all aspects of the response to an incident.
- During Recovery the Controlling Agency will ensure effective transition to Recovery by Local Government.

### **Combat Agency Role**

A combat agency as prescribed under subsection (1) of the *Emergency Management Act 2005* is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

### **Support Organisation**

A Public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

### **Public Authorities**

A public Authority is established under section 3 of the *Emergency Management Act 2005*. Under s35 the SEMC may specify (s35(6) both an area of the State and a public authority to exercise the functions of local government detailed under section 36 of the Act To date, the Rottnest Island Authority is the only agency that has been classed as a 'public authority'.

**PART 2 – PLANNING (LEMC ADMINISTRATION)**

This section outlines the minimum administration and planning requirements of the LEMC under the *Emergency Management Act 2005* and State Emergency Management Policies.

**2.1 LEMC Membership**

- Town of Narrogin (Chair)
  - Shire of Narrogin
  - OIC Narrogin Police Station (Deputy Chair)
  - Executive Officer (provide by Town of Narrogin)
  - Narrogin State Emergency Service (S.E.S.) Unit
  - Narrogin Volunteer Fire and Rescue Service
  - Narrogin and surrounding Bush Fire Brigades
  - Narrogin Sub-Branch, St John Ambulance
  - Dept for Child Protection & Family Support, Narrogin
  - Dept of Agriculture and Food, Narrogin
  - Narrogin Regional Hospital
  - Department Fire & Emergency Service Narrogin
  - Western Power, Narrogin
  - YMCA Narrogin Recreation Centre
  - Disability Services Commission, Narrogin
  - Department of Parks and Wildlife, Narrogin
  - Australian Red Cross
  - Main Roads WA Wheatbelt Region
  - Water Corporation
  - Narrogin District Education Department
- A comprehensive list of LEMC Membership and contact details can be found at Contacts Tab

**2.2 Meeting Schedule**

The LEMC meets four times a year in accordance with State Emergency Management Policy 2.5 – ‘Emergency Management in Local Government Districts’. Meetings are held as follows;

Date & Time	Location
By-monthly third Wednesday of the month	DFES House Williams Road Narrogin

### **2.3 LEMC Constitution & Procedures**

The constitution and procedures for the LEMC are detailed in State Emergency Management Policy 2.5 – ‘Emergency Management in Local Government Districts’

### **2.4 Annual Reports and Annual Business Plan**

The Executive Officer will complete the Annual Report in accordance with Policy. The LEMC will develop an Annual Business Plan as directed by SEMC.

### **2.5 Emergency Risk Management**

The Narrogin LEMC and the community have undertaken a risk assessment of the Town and Shire of Narrogin utilising emergency risk management models based on the ISO 31000 Australian/New Zealand Standard for Risk Management. The subsequent output of this process has resulted in a Risk Statement Register and a Risk Treatment Schedule, which are attached.

The Narrogin LEMC and the community will conduct a review of the risk analysis for the communities every 5 years in accordance with SEMP 2.5.

The details of the emergency risk management process as contained in the ‘Emergency Risk Management Report’ which is a sub- plan to these Arrangements.

**PART 3 – RESPONSE**

**3.1 Risks – Emergencies Likely to Occur**

*The following is a table of emergencies that are likely to occur within the Local Government area;*

**Table 3.1**

Hazard	HMA	Controlling Agency	Local Combat Role	Local Support Role	WESTPLAN	Local Plan
Road Crash	Commissioner of Police	WaPOL	WaPOL	VFRS, SES	Road Crash	
Air Transport	WaPOL	WaPOL	VFRS, ST John Ambulance, SES	DCPFS	Traffic Crash	
Fire (DPAW Land)	DPAW	DPAW	VFRS, SES	DCPFS, LG	Fire)	
Terrorist Act	Commissioner of Police	WaPOL	SES, VFRS	DCPFS, LG	Terrorist	
Fire (inside gazetted district)	DFES	VFRS	VFRS,	DCPFS, LG	Fire	
Fire (outside gazetted fire district)	LG	BFS	VFRS, P&W	DCPFS, LG	Fire	
Fire (structural)	DFES	VFRS	VFRS	DCPFS	Fire	
Flood	DFES	SES	SES	DCPFS, LG	Flood	
Earthquake	DFES	DFES	SES	VFRS	Earthquake	
Hazardous Materials	DFES	DFES	VFRS	LG	HazMat	
Land Search & Rescue	Commissioner of Police	WaPOL	SES	DCPFS, LG	Land Search	
Road Transport Emergency	Commissioner of Police	WaPOL	VFRS, SES	DCPFS ,LG	Road Crash	

These arrangements are based on the premise that the HMA responsible for the above risks will develop, test and review appropriate emergency management plans for their hazard.

It is recognised that the HMA's and Combat agencies may require Town of Narrogin and Shire of Narrogin resources and assistance in emergency management. The Town of Narrogin and Shire of Narrogin is committed to providing assistance/support if required.

### **3.2 Incident Support Group (ISG)**

The ISG is convened by the HMA or the Local Emergency Coordinator in consultation with the HMA to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

#### **3.2.1 Role**

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

#### **3.2.2 Triggers for the activation of an ISG**

The activation of an ISG should be considered when the following occur;

- a. For a level 2 incident;
- b. Requirement for possible or actual evacuation;
- c. A need to coordinate warning/information to community during a multi agency event;
- d. Where there is a perceived need relative to an impending hazard impact. (Flood, fire, storm surge);
- e. Multi agency response where there is a need for collaborative Decision making and the coordination of resources/information; and
- f. Where there is a need for regional support beyond that of a single agency.

#### **3.2.3 Membership of an ISG**

The Incident Support Group is made up of agencies /representatives that provide support to the Hazard Management Agency. As a general rule, the recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

#### **3.2.4 Frequency of Meetings**

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one

meeting per or incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

**3.2.5 Emergency Coordination Centre Information**

The Emergency Coordination Centre is where the Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable ECCs within the District.

The following table provides the contact details for opening each site:

**NARROGIN DFES OFFICE**

10 Williams Road, NARROGIN  
Ph: 9881 3893 Fax: 9881 3894

	Name	Phone	Phone
<b>1<sup>st</sup> Contact</b>	Area Manager	9881 3893	0427 026 967
<b>2<sup>nd</sup> Contact</b>	Area Manager	9881 3893	0427 012 948

**Dept of Parks and Wildlife**

Wald Street, NARROGIN  
Ph: 9881 9200 Fax: 9881 1645

	Name	Phone	Phone
<b>1<sup>st</sup> Contact</b>	Chris Stewart	9881 9200	0417 966 863
<b>2<sup>nd</sup> Contact</b>	Greg Durell	9881 9200	0427 478 953

**Narrogin Police Station**

Earl Street, NARROGIN  
Ph: 9882 255 Fax: 9881 3104

	Name	Phone	Phone
<b>1<sup>st</sup> Contact</b>	OIC	9882 2555	0438 849 855



**Narrogin Shire Office**

43 Federal Street, NARROGIN

Ph: 9881 1866 Fax: 9881 3031

	Name	Phone	Phone
<b>1<sup>st</sup> Contact</b>	CEO-Aaron Cook	9890 0900	0407 522 297
<b>2<sup>nd</sup> Contact</b>	Shire President Richard Chadwick	9881 2329	0427 812 329

**Town of Narrogin Office**

89 Earl Street

Narrogin

Ph: 9890 0900 Fax: 9881 3092

	Name	Phone	Phone
<b>1<sup>st</sup> Contact</b>	CEO Aaron Cook	9890 0900	0407 522 297
<b>2<sup>nd</sup> Contact</b>	Mayor Ballard	9890 0900	0428 832 095

**3.2.6 Media Management and Public Information.**

*Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the HMA.*

It is likely that individual agencies will want to issue media releases for their areas of responsibility (eg Water Corporation on water issues, Western Power on power issues, etc) however the release times, issues identified and content shall be coordinated through the ISG to avoid conflicting messages being given to the public.

**3.3 Public Warning Systems**

During times of an emergency one of the most critical components of managing an incident is getting information out to the public in a timely and efficient manner. This section highlights local communication strategies.

### Local Systems

The Shire has an SMS system in place to alert of harvest bans or vehicle movement bans. This is available by contacting the Shire Office (9881 1866) after hours contact the Shire President (9881 2329 or 0427 812 329) It is an on line system accessible to Shire Staff. This will be utilized if require to get an urgent message out to residents.

### DFES Public Info Line

Incidents occurring in the District that are DFES HMA responsibilities and local government managed bushfires may utilize DFES Media & Public Affairs, including the hotline to inform people of current incident. Contact may be made through the DFES Regional Duty Officer (9845 5000) or DFES Communication Centre 1800 198 140. The Hotline number for people to ring for information is 1300 657 209).

### Radio

ABC Radio will broadcast community alerts as a priority. ABC transmits on 558AM & 630AM.

ABC Statewide Perth –	Ph 13 99 94	Fax 08 9220 2911
ABC South Coast Albany –	Ph 9842 4011	Fax 08 9842 4099
Bunbury:	Ph 9792 2711	

### Other Radio

Radio West/HotFM broadcasts on 918AM and 100.5FM respectively.

Radio West Albany -	Ph 9842 2783	Fax 08 9841 8565
RadioWest Narrogin –	Ph 9811 4000	Fax 08 9881 3166
Radio West Katanning	Ph 9821 2972	Fax 08 9821 4055
RadioWest Bunbury –	Ph 9791 2359	Fax 08 9792 2799

### Television

GWN (Bunbury)	08 9721 4466 (phone)	08 9792 2932 (fax)
WIN (Albany)	08 9842 8024 (phone)	08 9842 9067 (fax)
WIN (Perth)	08 9449 9999 (phone)	08 9449 9900 (fax)

### 3.4 Evacuation

Evacuation is a risk management strategy which may need to be implemented, particularly in regards to cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources. These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going welfare.

**The HMA will make the decision on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.**

Under section 67 of the *Emergency Management Act 2005* a hazard management officer or authorised officer during an emergency situation or state of emergency may do all or any of the following:

- a. Direct or by direction prohibit the movement of persons, animals and vehicles within, into, out of or around an emergency area or any part of the emergency area;
- b. Direct the evacuation and removal of persons or animals from the emergency area or any part of the emergency area;
- c. Close any road, access route or area of water in or leading to the emergency area.

#### 3.4.1 Evacuation Planning Principles

The decision to evacuate will only be made by a Hazard Management Agency or an authorised officer when the members of the community at risk do not have the capability to make an informed decision or when it is evident that loss of life or injury is imminent.

**State Emergency Management Policy 4.7 'Community Evacuation' should be consulted when planning evacuation.**

#### 3.4.2 Management

The responsibility for managing evacuation rests with the HMA. The HMA is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The HMA is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made. In most cases the WA Police may be the 'combat agency' for carrying out the evacuation and they may use the assistance of other agencies such as the SES.

**Whenever evacuation is being considered the Department for Child Protection and Family Services must be consulted during the planning stages.** This is because DCPFS have responsibility under State Arrangements to maintain the welfare of evacuees under Westplan Welfare.

### 3.4.3 Special Needs Groups

The following table identifies sections of the Town of Narrogin and Shire of Narrogin community which may need assistance or special consideration during an evacuation;

Organisation	Number of People	Address	Phone
Karinya	35 residential care people with Special Needs & 67 people in independent units with various levels of special needs	50 Felspar St Narrogin	08 9881 1677
Narrogin Home Care	357	30 Clayton Rd Narrogin (see Manager for list of clients)	08 9881 4455
Department of Housing tenants	235 dwellings including Public Housing and GROH	Various	08 9881 9400
Hospital Patients	Various	Williams Road, Narrogin	08 9881 0333
Residency by Dillions (Aged Care)	50 residents and 56 Staff on site	52 Williams Road, Narrogin	08 9881 2244
Disability clients	15	Various (see Team leader DSC)	08 9881 4985
Narrogin High School / Residential college	685 Students and 90 Staff During the day 113 Students and 15 Staff at Residential College A/H	Crn Homer & Gray st Narrogin	08 9881 9300
Narrogin Primary School	365 Staff and Students	Crn Williams & Johnson Streets, Narrogin	08 9881 1200
East Narrogin Primary School	253 Students and 40 Staff	Homer St, Narrogin	08 9881 1582
St Matthew's School	Numbers	9 Glyde Street Narrogin	08 9881 2154
Agriculture College	200	216 Cooramining Rd, Narrogin	08 9881 9700

### 3.4.4 Evacuation Routes

Should a major emergency occur the following highways/roads could be blocked and alternative arrangements will have to be implemented to allow the community and emergency vehicle access:

- Great Southern Highway (Narrogin Link Road/Garfield Street)
- Williams Kondinin Highway (Williams-Narrogin Road/Highway)
- Kipling Street/ Narrogin- Kondinin Road
- Herald Street/Yillimining Road
- Narrakine Road/Wandering Narrogin Road

These routes will become the priority for repair.

### 3.4.5 Critical Infrastructure

Asset	Location
Thomas Hogg Oval	Bannister Street Narrogin
Bowling Club	Earl Street Narrogin
Railway Dam	Mokine Road Narrogin
Agriculture College	Cooramining Road Narrogin
Foxes Lair	Crn Williams & Narrakine Road Narrogin
Hospital	Williams Road Narrogin
Recreational Centre	Clayton Road Narrogin
Residential College	Gray Street Narrogin
Narrogin Fire Station	Gordon Street Narrogin
St Johns Sub Centre	Falcon Street Narrogin
Narrogin Senior High School	Gray Street Narrogin
East Narrogin Primary School	33 Homer Street Narrogin
Narrogin Primary School	22 Williams road Narrogin
St Matthews Primary School	9 Glyde Street Narrogin
Senior Citizens	Earl Street Narrogin
Bridges	See attached lists
Rail lines	Pioneer Drive Narrogin
Cemetery	Williams Road Narrogin
Waste disposal sites	White Road Narrogin
Main Roads	See attached lists
Water storage to Town	Williams Road Narrogin
Electrical infrastructure	Booth street Sub station Narrogin
Karinya/ Aged Care	Felspar Street Narrogin
Narrogin Town Hall	Federal Street Narrogin
Residential College	Gray Street Narrogin
Parks and Wildlife Radio Tower	Williams Road Narrogin
Highbury Hall	Great Southern Highway Highbury
Nomans Lake Hall	Nomans Lake
Narrogin Airport	Clayton Road Narrogin
Military Airport (Lock Rd)	Lock Road Narrogin
Waste water treatment plants	Palmer street Narrogin
Highbury Tavern	Great Southern Highway Highbury
Narrogin Abattoir	Boxall Road Narrogin
Communication tower	Wandering / Narrogin Road
Old Radio West Site	Narrogin Valley Road Narrogin
Fleay Road Communication Tower	Fleay Road Narrogin
Narrogin Hay Plant	200 Waneri Road Narrogin
Bulk grain storage	Pioneer Drive Narrogin
CY O'Connor Building	Fortune Street Narrogin
Palm Haven House	Crn Hansard and Havelock Streets Narrogin
3 Heritage Listed Houses	Hale Street Narrogin

### 3.4.6 Animal Evacuation

During times of evacuation peoples pets are an important part of the family, however can not usually be housed in the Welfare Centre. In these cases the Council Pound facilities may be made available for short term accommodation.

See Local Emergency Animal Welfare Plan.

### 3.4.7 Demographics

Refer to tab 'Demographics'

### 3.4.8 Evacuation / Welfare Centres

WELFARE CENTRES IN THE SHIRE/TOWN OF NARROGIN					
Name	Address	Contact	Capacity Status	Longitude Latitude	Notes
<b>Primary</b> Narrogin Regional Leisure Complex & John Higgins community Complex	Clayton Rd Narrogin	Shire 9890 0900 / CEO 0407 522 297 / Rec Centre 9881 2651	1,000/350 Long term Has air con	117.170756- 32.929688	
<b>Primary</b> Narrogin Senior High School	Cnr Homer & Grey St Narrogin	School 9881 9300	600/200 Short term	117.190883- 32.936081	
<b>Secondary</b> <u>Narrogin Town</u> <u>Hall</u>	Federal St, Narrogin	Shire 9890 0900 / CEO 0407 522 297	150 / 50 Short term		

For a detailed list of evacuation / welfare centres see the '**Local Welfare Emergency Management Support Plan for the Town of Narrogin, Shire of Narrogin.**

### 3.6 Welfare

The Department for Child Protection and Family Services (DCPFS) has created a '**Local Welfare Emergency Management Support Plan for the Town of Narrogin, Shire of Narrogin.**

This plan provides all of the details relating to welfare and welfare / evacuation centres.

This Document should be read in conjunction with this plan.

### 3.6.1 Local Welfare Coordinator

The Local Welfare Coordinator is the Team Leader DCPFS Narrogin  
 Team Leader  
 DCPFS, Narrogin  
 11-13 Park Street Narrogin  
 Ph: 08 9881 0123  
 After Hours: Crisis Care: 1800 199 008

### 3.6.2 Local Welfare Liaison Officer

This role will provide assistance to the Local Welfare Centre, including the management of emergency evacuation centres such as building opening, closing, security and maintenance. In cases where DCPFS have not arrived this person may need to coordinate the welfare response until the arrival of DCPFS.

The Welfare Liaison Officers are;

Local Government	1 <sup>st</sup> Contact & Phone	2 <sup>nd</sup> Contact & Phone
Town of Narrogin	Chief Executive Officer Ph: 9890 0900 Mob: 0407 522 297	Mayor Ballard Ph: 9890 0900 Mob: 0428 832 095
Shire of Narrogin	Chief Executive Officer Ph: 9890 0900 Mob: 0407 522 297	Cr Chadwick Ph: 9881 1866 Mob: 0427 812 329

It is important to identify the initial arrangements for welfare to occur, particularly in remote areas, where it may take some time for DCPFS to arrive.

### 3.6.3 District Emergency Services Officer

The DESO for the Town of Narrogin and Shire of Narrogin is contained in Contacts Register. The role of the DESO is to create, exercise & review the Local Welfare Emergency Management Support Plan.

### 3.6.4 State & National Registration & Enquiry

Under the State Emergency management arrangements DCPFS has the delegated responsibility for registration and reunification. In a large event where people are evacuated, displaced or separated the National Registration and Inquiry System is activated to assist in locating impacted people, reuniting families and answering inquiries from family and friend. DCPFS has reciprocal arrangements with the Australian Red Cross to assist with both the registration and inquiry processes.

There is Red Cross Team active in the community. They must be activated by the Department for Child Protection and Family Services.

## **PART 4 – RECOVERY**

Refer to the Town of Narrogin and Shire of Narrogin Local Recovery Management Plan

## **PART 5 – EMERGENCY CONTACTS REGISTER**

See Contacts Register

**Note:** The contact register is excluded from the public copies of these arrangements.

## **PART 6 – EXERCISING & REVIEWING**

### **6.1 The Aim of Exercising**

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is a HMA responsibility however it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

### **6.2 Frequency**

The SEMC Policy No 2.5 – *Emergency Management in Local Government (s45-47)*, and Policy 3.1 'Exercise Management' (s14) requires the LEMC to exercise their arrangements on an annual basis.

### **6.3 Types of Exercises**

Some examples of exercises types include:

- Desktop/Discussion
- A phone tree recall exercise



- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Operating procedures of an Emergency Coordination Centre
- Locating and activating resources on the Emergency Resources Register

#### **6.4 Reporting of Exercises**

Each LEMC should report their exercise schedule to the relevant DEMC by the 1<sup>st</sup> May each year. The DEMC compiles the reports and send the dates to the Emergency Services Sub-committee to be included in the SEMC Annual Report (ref TP-1 'Annex B').

Once the exercises have been completed they should be reported to the DEMC via the template found at 'appendix C' of State EM Procedure TP-1 'Exercise Management'.(SEMP 3.1 s.23)

#### **6.5 Review of Local Emergency Management Arrangements**

The Local Emergency Management Arrangements (LEMA) shall be reviewed and amended in accordance with SEMC Policy No 2.5 – *Emergency Management in Local Government Districts* and replaced whenever the local government considers it appropriate (*S.42 of the EM Act*).

According to SEMC Policy No 2.5 – *Emergency Management in Local Government Districts*, the LEMA (including recovery plans) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly;
- a review is conducted after training that exercises the arrangements;
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes; and
- circumstances may require more frequent reviews.

#### **6.6 Review of Local Emergency Management Committee Positions**

The Town and Shire of Narrogin in consultation with the parent organisation of members shall determine the term and composition of LEMC positions.( SEMP 2.5 s20). Note SEMP 2.5 s15-18 inclusive provides a list of recommended members.

#### **6.7 Review of Resources Register**

The Executive Officer shall have the resources register checked and updated on an annual basis, but ongoing amendments may occur at any LEMC meeting.

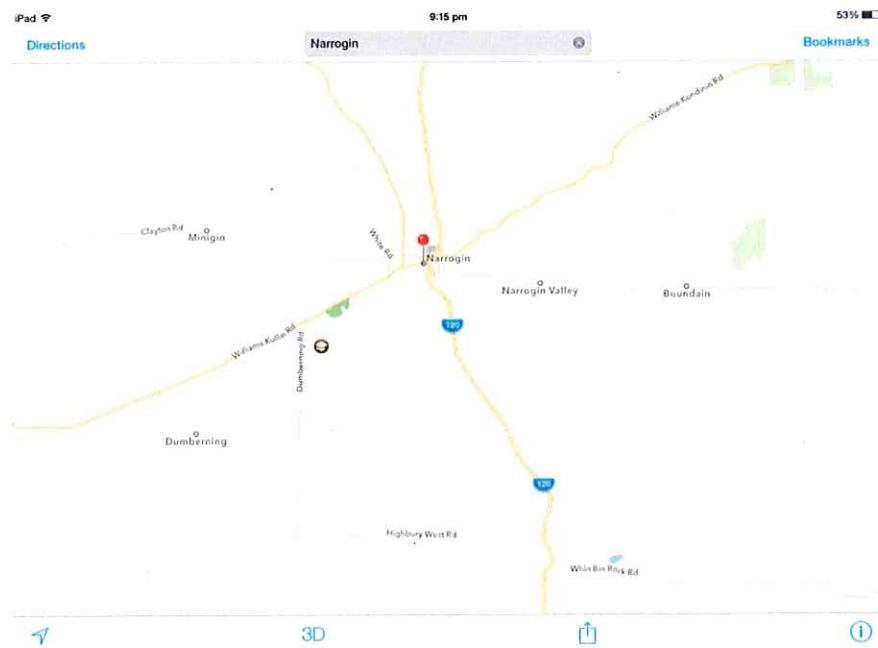
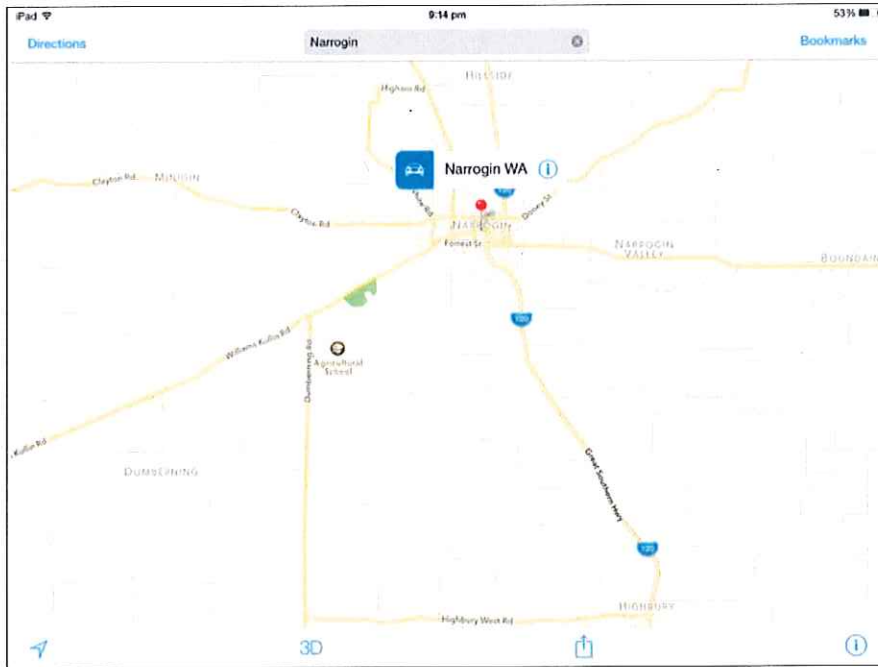
**Appendix 1: Risk Register Schedule**

Refer to the Emergency Risk Management Report' which is a sub- plan to these Arrangements.

**Appendix 2: Resources**

See Resource Register (Separate document as it is regularly updated and confidential)

Appendix 3: Map of the District



**Appendix 4: Special Needs Groups**

<b>Organisation</b>	<b>Number of People</b>	<b>Address</b>	<b>Phone</b>
Karinya	35 residential care people with Special Needs & 67 people in independent units with various levels of special needs	50 Felspar St Narrogin	08 9881 1677
Narrogin Home Care	357	30 Clayton Rd Narrogin (see Manager for list of clients)	08 9881 4455
Department of Housing tenants	235 dwellings including Public Housing and GROH	Various	08 9881 9400
Hospital Patients	Various	Williams Road, Narrogin	08 9881 0333
Residency by Dillions (Aged Care)	50 residents and 56 Staff on site	52 Williams Road, Narrogin	08 9881 2244
Disability clients	15	Various (see Team leader DSC)	08 9881 4985
Narrogin High School / Residential college	685 Students and 90 Staff During the day 113 Students and 15 Staff at Residential College A/H	Crn Homer & Gray st Narrogin	08 9881 9300
Narrogin Primary School	365 Staff and Students	Crn Williams & Johnson Streets, Narrogin	08 9881 1200
East Narrogin Primary School	253 Students and 40 Staff	Homer St, Narrogin	08 9881 1582
St Matthew's School	Numbers	9 Glyde Street Narrogin	08 9881 2154
Agriculture College	200	216 Cooramining Rd, Narrogin	08 9881 9700

**Appendix 5: Demographics**

CATEGORIES		
<u>Source: Australian Bureau of Statistics 2011 data</u> <a href="http://www.abs.gov.au">www.abs.gov.au</a>	TOWN OF NARROGIN	SHIRE OF NARROGIN
0-4 years old	330	41
5-14 years	655	128
15-19 years	328	133
20-24 years	236	34
25-29 years	221	32
30-34 years	215	38
35-39 years	269	56
40-44 years	287	64
45-49 years	232	73
50-54 years	312	72
55-59 years	241	60
60-64 years	246	54
65-69 years	172	50
70-74 years	135	20
75- 79 years	128	13
80 years and over	213	6
Aboriginal and Torres Strait Islander people	394	14
<b>Total Population</b>	<b>4,614</b>	<b>888</b>

CATEGORIES		
<b>Religious Affiliation</b>	TOWN OF NARROGIN	SHIRE OF NARROGIN
No Religion	1049	227
Anglican	855	221
Catholic	888	183
Uniting Church	318	66
Baptist	217	35

## 10.1.065 PROPOSED SKATEPARK EXTENSION – FINAL DESIGN

**File Reference:** 15.4.9  
**Disclosure of Interest:** Nil  
**Applicant:** Town of Narrogin  
**Previous Item Nos:** Nil  
**Date:** 9 June 2016  
**Author:** Loriann Bell, Leisure & Culture Support Officer/ Azhar Awang  
Executive Manager Development and Regulatory Services

### Attachments

- Location plan
- Aerial photo of existing site
- Plan of Skatepark Design

### Summary

Council is requested to endorse the design of the proposed Skatepark extension prepared by Enlocus to be located at Gnarojin Park on Gordon Street, Narrogin.

### Background

In 2014 the Town requested quotes for the Narrogin Skatepark Concept Design. Three quotes were received, all from Eastern States companies. In consultation with the Chief Executive Officer it was determined that a Victorian company, Enlocus, offered the best competitive value for Council with a quote of \$11,000 to develop a final concept design ready for submission to a funding body and a total quote of \$19,650 for the work to be extended to the completion of engineering drawings. The Town of Narrogin Manager of Leisure and Culture requested a budget allocation of \$12,750 for the final concept design in the 2014/15 financial year.

Enlocus is a team of experienced engineers, landscape architects and skateboarders. Its recent regional (small town) WA projects of varying budgets have included Toodyay, Kellerberrin, and Southern Cross as well as the larger youth space in South Hedland and a feasibility study and skatepark extension for Mandurah. Several of these projects have included successful funding documents for applications to Lotteries West, the Department of Sport and Recreation and resource companies for grants of \$100,000 to \$2.5 million.

Collectively the Enlocus team has led and delivered some of the most recognised and awarded skate facilities and youth space projects in Australia including the Geelong Youth Activities Area (Vic) - \$1.7million, the Armadale Youth Space (WA) - \$1.0 million and Australia's first sculptural skate trail for Tweed Shire Council (NSW) - \$140,000.

A submission by the Town to Lotteries West using the final concept design was successful in obtaining \$274,460 towards the proposed project.

## Comment

Consultation sessions with stakeholders, community and Councillors resulted in a draft concept design from Enlocus submitted in May 2015.

The finalised plan and the tendering documentation has been completed by Enlocus and is now presented to Council for its approval to proceed with Public Tender for construction. A copy of the plan is included in the attachment of this report.

## Consultation

Aaron Cook – Chief Executive Officer

Community Workshop in May 2015

## Statutory Environment

*Local Government Act 1995 – Local Government (Functions and General) Regulations 1996.*

Section 11A – Purchasing policies for local governments

## Policy Implications

Town of Narrogin Purchasing and Tender Policy

Where the purchasing thresholds exceed \$150,000 a public tender process is required as per the *Local Government Act 1995*

## Financial Implications

The Town has secured \$274,460 from Lotteries West towards the proposed project and will need to include an additional amount in the 2016/2017 budget towards this project based on the estimated cost of the total project.

## Strategic Implications

The Town's Strategic Community Plan 2012-22

	Strategy	Task Allocation	Timeline	Score
3.3	Consolidate and identify purposes for all of Council Reserves and properties for ongoing and future use	DTES	2016	2

## Voting Requirements

Simple Majority



**COUNCIL RESOLUTION 0616.082 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Schutz**

**Seconded: Cr Russell**

That Council:

1. Endorse the final design for the Skatepark Extension at Gnarogin Park as per the attached plan prepared by Enclous.
2. Proceed with public tendering in accordance with the requirements of Council's Purchasing Policy and *the Local Government Act 1995*.
3. Upon the completion of the advertising period and assessment of the tendering process, the matter is presented to Council for the appointment of the successful tenderer for their consideration.

**CARRIED 9/0**



Attachment 1 – Locality Plan

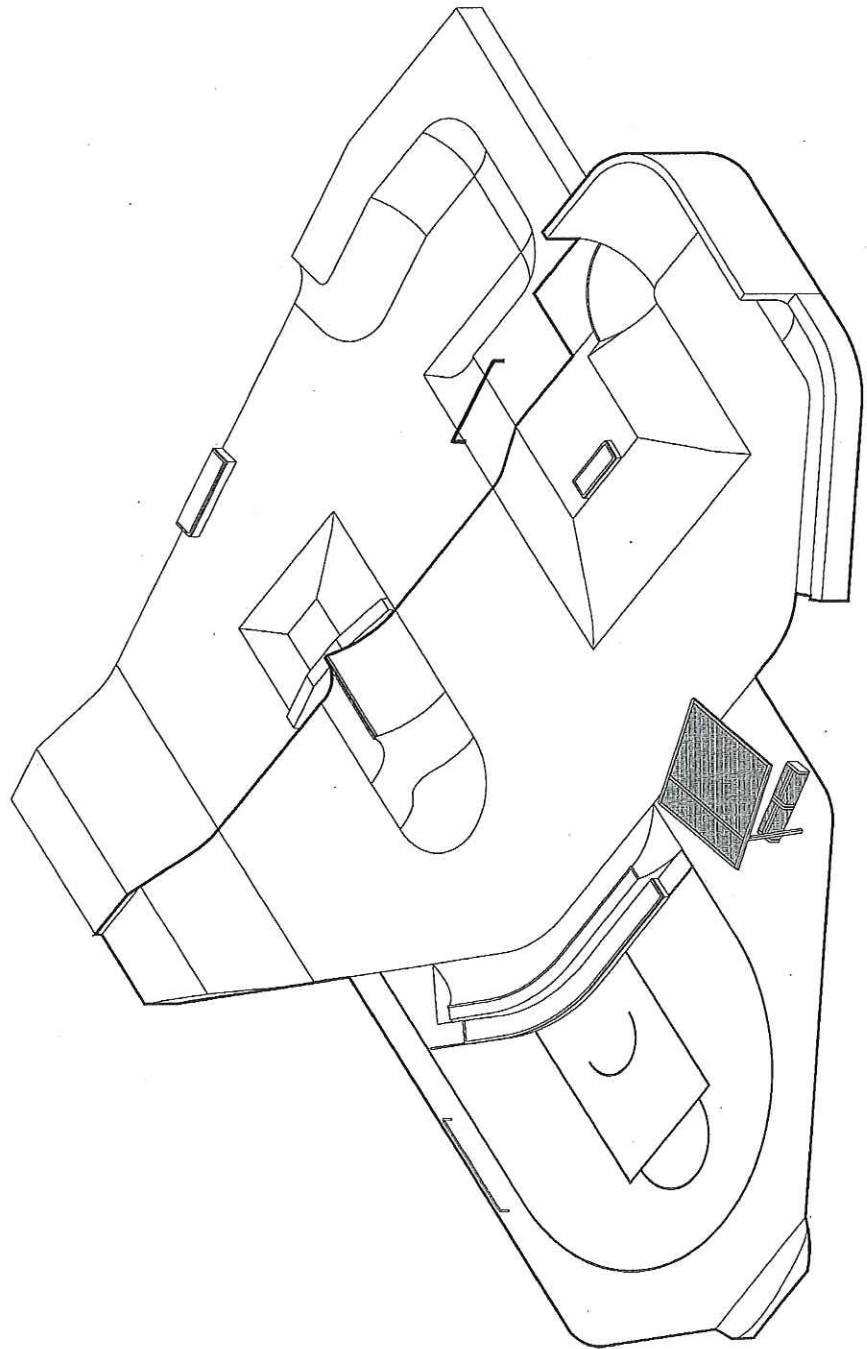


Attachment 2 – Aerial Photo of Existing Site

# NARROGIN SKATEPARK EXTENSION TENDER DRAWINGS //

// GNAROJIN PARK, Gordon St, Narrogin, WA, 6312

3D ILLUSTRATIONS ARE FOR CLARITY ONLY, REFER ONLY TO PLANS. DETAILS AND SPECIFICATION FOR CONSTRUCTION. DO NOT MEASURE OFF 3D ILLUSTRATION OR INTERPRET IN ANYWAY FOR CONSTRUCTION. WHERE DISCREPANCIES EXIST BETWEEN 3D ILLUSTRATION AND PLANS/DETAILS CONTRACTOR TO USE DIMENSIONS.



DESIGNED TO BE USED WITH THE 2D DRAWINGS AND NOT TO BE CONSIDERED AS A FINAL DESIGN. THE 3D ILLUSTRATION IS FOR CLARITY ONLY AND IS NOT TO BE USED FOR CONSTRUCTION. THE 3D ILLUSTRATION IS FOR CLARITY ONLY AND IS NOT TO BE USED FOR CONSTRUCTION. THE 3D ILLUSTRATION IS FOR CLARITY ONLY AND IS NOT TO BE USED FOR CONSTRUCTION.

Drawing Status:  
**TENDER ISSUE**  
NOT FOR CONSTRUCTION

Notes // Legend:

**DRAWING LIST**

Title Page & Drawing Index	1418_CD000
General Notes	1418_CD001
<b>CONSTRUCTION PLANS</b>	
Building Conditions Plan	1418_CD002
Demolition Plan	1418_CD003
Site Plan	1418_CD004
Grading Plan	1418_CD005
Surface Finish Plan	1418_CD006
Levels Plan	1418_CD007
Drainage Plan	1418_CD008
Structural Plan	1418_CD009
Detailing Plan	1418_CD010
Site Plan	1418_CD011
Structural Detail Plan	1418_CD012
<b>SECTIONS</b>	
Section Key Plan	1418_CD010
Sections 01	1418_CD011
Sections 02	1418_CD012
<b>DETAILS</b>	
Engineering Detail 01	1418_CD200
Engineering Detail 02	1418_CD201
Engineering Detail 03	1418_CD202
Concrete Details	1418_CD203
Publication Details	1418_CD204
<b>LANDSCAPE WORKS</b>	
Landscape Plan	1418_CD010
Landscape Details	1418_CD011

C	Tender Issue	27.05.18
B	Engineering Review	19.02.18
A	Preliminary Issue	18.12.15

Client // Council Name:  
**TOWN OF NARROGIN**  
Narrogin, Western Australia, 6312

Project Name:  
**NARROGIN SKATEPARK EXTENSION**  
GNAROJIN PARK  
Gordon St, Narrogin, Western Australia, 6312



enlo  
Landscape Architect // Principal Consultant:  
Landscape Architect  
enlo.com.au  
Phone: +61 8 9424 1234  
Fax: +61 8 9424 1235  
www.enlo.com.au

Submitted Engineer: Lighting and Electrical Engineer:  
Submitted Engineer:  
Submitted Engineer:  
Submitted Engineer:  
Submitted Engineer:  
Submitted Engineer:  
Submitted Engineer:  
Submitted Engineer:

Drawing Title:  
**Drawing Index**

Scale: DRAWINGS SCALE (Date of Issue): 18.12.15  
Form/Size: A1 Content Reference No: 1418  
Design Ref: SB Final Review / Approval: JM  
Project / Drawing Number: 1418\_CD000  
Revision: C



CONTRACTOR TO VERIFY DEPTH/CLEARANCE AND ALIGNMENT OF ALL ABOVE AND UNDERGROUND SERVICES PRIOR TO COMMENCEMENT OF WORKS AND ADHERE TO ALL REQUIREMENTS FOR WORKS NEAR SERVICES AS PER EACH PROVIDER.

CONTRACTOR TO CROSS REFERENCE ALL PLANS TO ENSURE ALL INFORMATION MATCHES. SUPERINTENDENT TO BE CONTACTED WITH ANY DISCREPANCIES OR REQUIRED CLARITY FOR APPROVAL IN WRITING PRIOR TO WORKS COMMENCEMENT CONTINUING.

Drawing Scale: 

## TENDER ISSUE

### NOT FOR CONSTRUCTION

NOTES: / Legend:

**DEMOLITION NOTES:**

ALL WORKS SHALL BE DEMOLISHED AND REMOVED FROM THE SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER DISPOSAL OF ALL DEMOLISHED MATERIALS AND DEBRIS. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND ANY OTHER RELEVANT AGENCIES PRIOR TO COMMENCEMENT OF WORKS. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND SERVICES AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL ADJACENT PROPERTIES AND SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL ADJACENT PROPERTIES AND SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL ADJACENT PROPERTIES AND SERVICES.

**DEMOLITION LEGEND:**

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	BRICKWORK TO BE DEMOLISHED
	MASONRY TO BE DEMOLISHED
	STEEL STRUCTURE TO BE DEMOLISHED
	ROOF STRUCTURE TO BE DEMOLISHED
	TIMBER FRAME TO BE DEMOLISHED
	GLASS WALL TO BE DEMOLISHED
	METAL CLADDING TO BE DEMOLISHED
	ASBESTOS REMOVAL TO BE DEMOLISHED
	OTHER MATERIALS TO BE DEMOLISHED

C	Tender Issue	27.05.16
B	Engineering Review	10.02.16
A	Professional Seal	16.12.15

Client / Council Name:  
**TOWN OF NARROGIN**  
89 Earl Street,  
Narrogin WA 6312

Project Name:  
**NARROGIN SKATEPARK EXTENSION**  
SIRROBIN PARK  
Gordon St, Narrogin, Western Australia, 6312



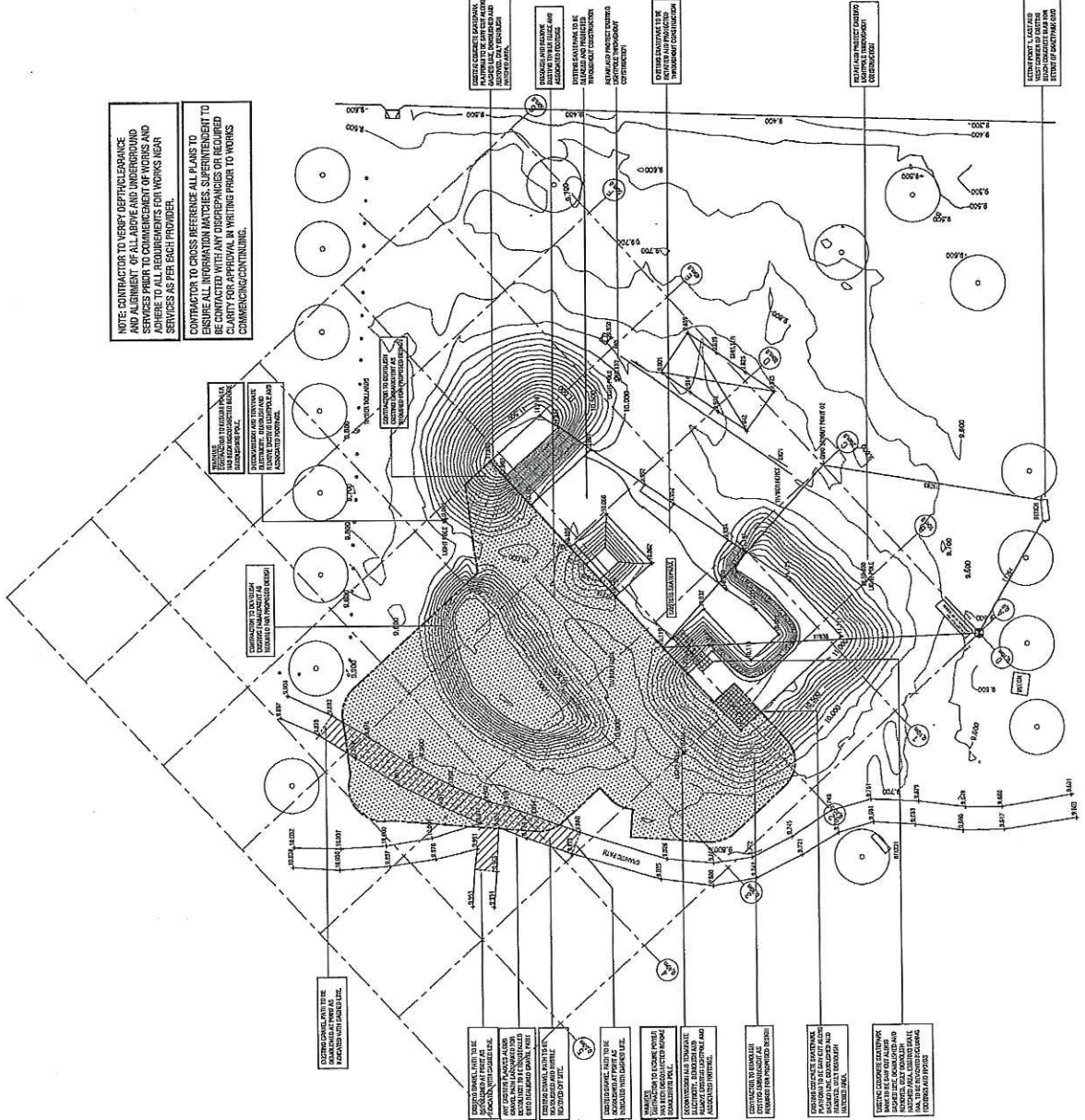
enlopus  
Landscape Architects / Principal Consultant

Structural Engineers: **Lidger and Electrical** Other Disciplines:  
Engineers:  
Landscape Architects: **enlopus**  
Landscape Architects / Principal Consultant:  
enlopus  
Landscape Architects / Principal Consultant

Scale: 1:200 Date of Issue: 18.12.15  
Formal/Issue: A1 Checked/Reference No: 1418  
Design Review: SB Final Review // Approval: JM  
Project / Drawing Number: 1418\_CD003 Page | 54  
Revision: C

**NOTE: CONTRACTOR TO VERIFY DEPTH/CLEARANCE AND ALIGNMENT OF ALL ABOVE AND UNDERGROUND SERVICES PRIOR TO COMMENCEMENT OF WORKS AND ADHERE TO ALL REQUIREMENTS FOR WORKS NEAR SERVICES AS PER EACH PROVIDER.**

**CONTRACTOR TO CROSS REFERENCE ALL PLANS TO ENSURE ALL INFORMATION MATCHES. SUPERINTENDENT TO BE CONTACTED WITH ANY DISCREPANCIES OR REQUIRED CLARITY FOR APPROVAL IN WRITING PRIOR TO WORKS COMMENCEMENT CONTINUING.**



CONTRACTOR TO VERIFY DEPT. OF WATER RESOURCES (DWR) RECORDS FOR ALL UTILITIES AND TO VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO COMMENCEMENT OF WORKS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE RELEVANT AUTHORITIES PRIOR TO COMMENCEMENT OF WORKS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE RELEVANT AUTHORITIES PRIOR TO COMMENCEMENT OF WORKS.

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**TENDER ISSUE**  
NOT FOR CONSTRUCTION

**SITE NOTES:**  
THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE RELEVANT AUTHORITIES PRIOR TO COMMENCEMENT OF WORKS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE RELEVANT AUTHORITIES PRIOR TO COMMENCEMENT OF WORKS.

**SITE LEGEND:**  
PROPOSED SKATEPARK  
EXISTING SKATEPARK  
PROPOSED PLAYERS' BOX  
PROPOSED PLAYERS' BOX

PROPOSED SKATEPARK	PROPOSED PLAYERS' BOX
EXISTING SKATEPARK	PROPOSED PLAYERS' BOX
PROPOSED PLAYERS' BOX	PROPOSED PLAYERS' BOX
PROPOSED PLAYERS' BOX	PROPOSED PLAYERS' BOX

Tender Issue	27.05.16
Engineering Update	07.12.15
Final Update	18.12.15

Client / Council Name:  
**TOWN OF NARROGIN**  
88 East Street,  
Narrogin WA 6312

Project Name:  
**NARROGIN SKATEPARK EXTENSION**  
Glenroy Park,  
Narrogin, Western Australia, 6312



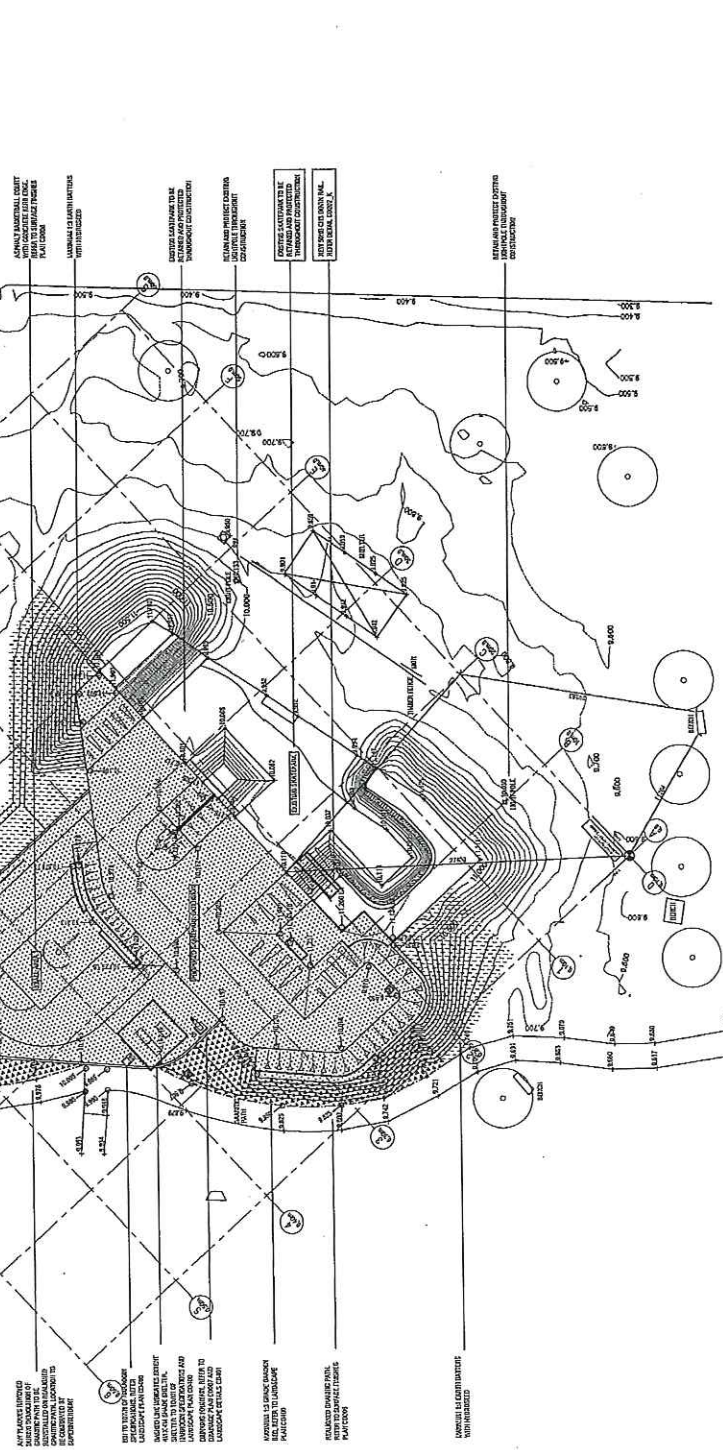
enlogus  
Landscape Architects / Principal Consultant  
Suite 101  
117/119 North Street  
Narrogin WA 6312  
Tel: 08 9433 0100  
Fax: 08 9433 0102  
www.enlogus.com.au

Structural Engineer: Lippincott and Eccles  
Other Consultants:  
Lippincott and Eccles  
Engineer

Scale: 1:200  
Date of Issue: 18.12.15  
Formal Stage: A1  
Contact Reference No: 1418  
Design Review: SB  
Project / Drawing Number: 1418\_CD004  
Revision: C

**NOTE:**  
CONTRACTOR TO VERIFY DEPT. OF WATER RESOURCES (DWR) RECORDS FOR ALL UTILITIES AND TO VERIFY THE LOCATION OF ALL UTILITIES PRIOR TO COMMENCEMENT OF WORKS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE RELEVANT AUTHORITIES PRIOR TO COMMENCEMENT OF WORKS.

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**GENERAL NOTES:**  
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 3. CONTRACTOR TO MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES AND TO REPAIR OR REPLACE ANY UTILITIES OR STRUCTURES DAMAGED BY THE WORK.  
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NOT FOR CONSTRUCTION

**Notes / Legend:**

**SURFACE FINISHES NOTES:**  
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**SURFACE FINISHES LEGEND:**

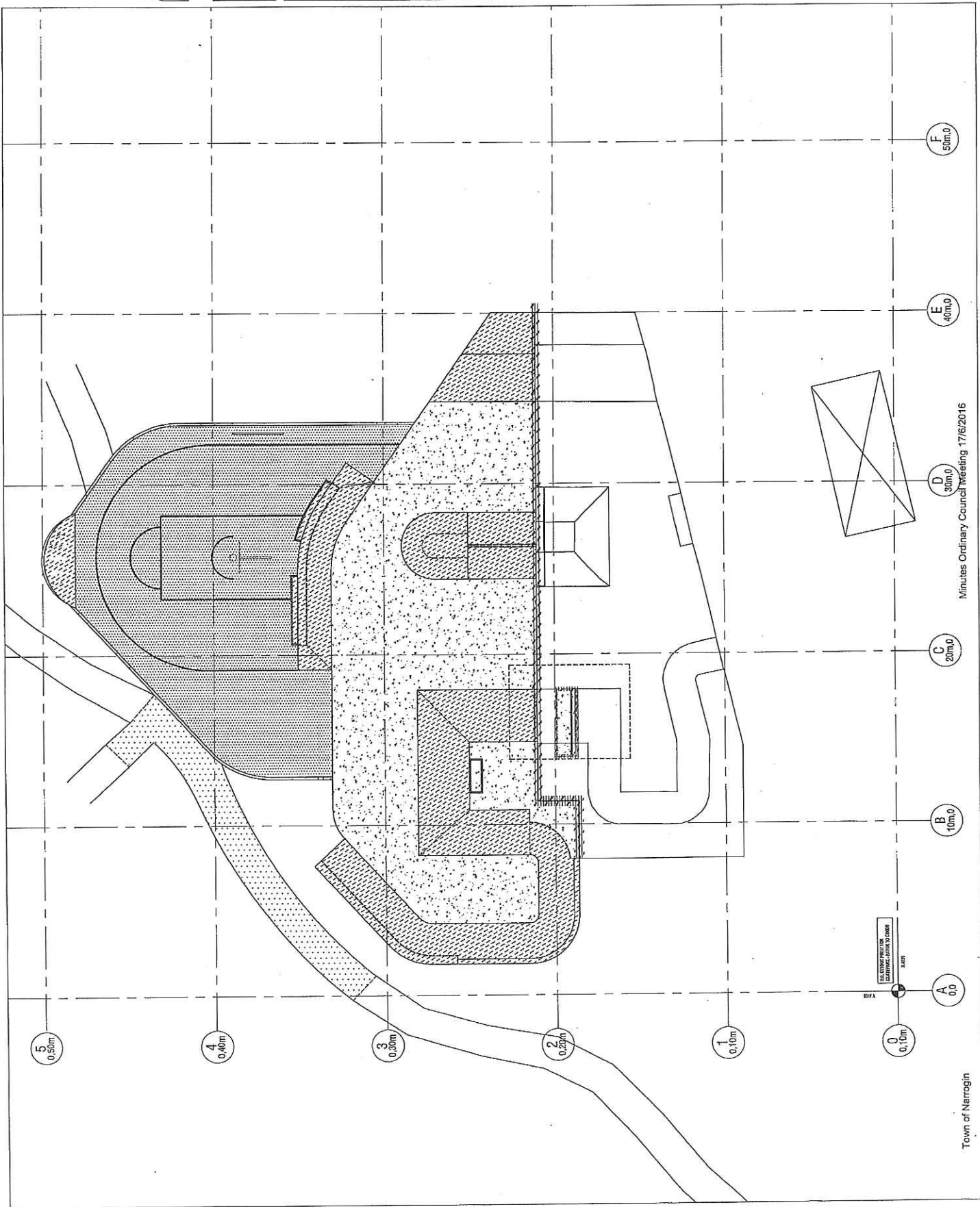
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- 2. CONCRETE
- 3. GRANITE
- 4. SANDSTONE
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- 6. POLISHED CONCRETE
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Client / Council Name:  
**TOWN OF NARROGIN**  
 88 Earl Street,  
 Narrogin WA 6332

Project Name:  
**NARROGIN SKATEPARK EXTENSION**  
 BIRNBOUN PARK  
 Gordon St, Narrogin, Western Australia, 6332  
 Landscape Architect / Principal Consultant:  
**enfloous**  
 62/6027  
 100/1000  
 100/1000  
 100/1000  
 100/1000

Structural Engineers: **Lighten and Electrical**  
 Engineers:  
 Other Consultants:  
 LORRY ENGINEERING (NARROGIN)  
 100/1000  
 100/1000  
 100/1000  
 100/1000

Scale: 1:100 Date of Issue: 18.12.15  
 Form/Sheet: A1 Contract Reference No: 1418  
 Design Review: SB Final Review / Approval: JM  
 Project / Drawing Number: 1418\_CD006 Page | 56  
 Revision: C





CONSTRUCTION OF THIS SKATEPARK EXTENSION SHALL BE IN ACCORDANCE WITH THE NATIONAL SKATEPARK SAFETY DESIGN AND CONSTRUCTION STANDARDS AND THE NATIONAL SKATEPARK SAFETY DESIGN AND CONSTRUCTION STANDARDS FOR PUBLIC USE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND ANY OTHER AGENCIES THAT MAY BE APPLICABLE TO THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND ANY OTHER AGENCIES THAT MAY BE APPLICABLE TO THIS PROJECT.

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**Drawing Status:**  
**TENDER ISSUE**  
**NOT FOR CONSTRUCTION**

Notes // Legend:

**ENGINEERING NOTES:**

1. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND ANY OTHER AGENCIES THAT MAY BE APPLICABLE TO THIS PROJECT.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL GOVERNMENT AND ANY OTHER AGENCIES THAT MAY BE APPLICABLE TO THIS PROJECT.
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C	Tender Issue	27.05.10
B	Engineering Review	19.02.10
A	Preparation Issue	18.12.15

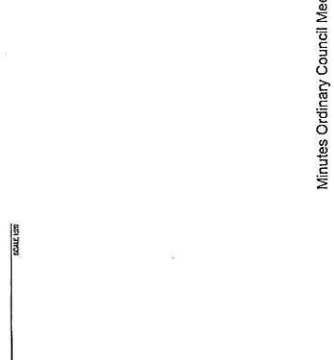
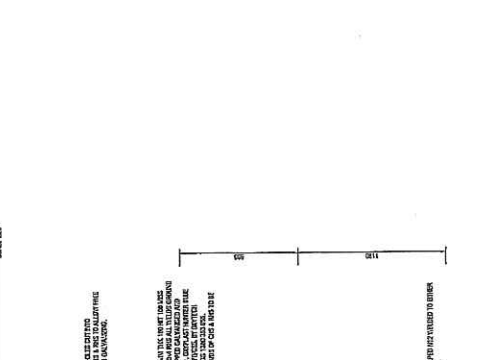
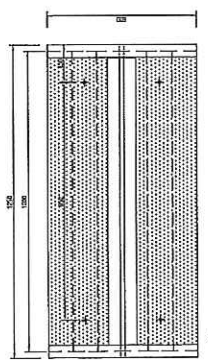
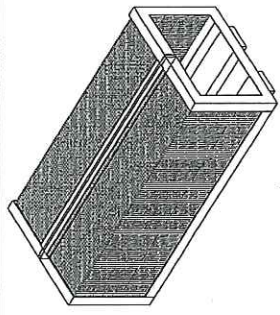
Client // Council Name:  
**TOWN OF NARROGIN**  
 89 East Street  
 Narrogin, WA, 6342

Project Name:  
**NARROGIN SKATEPARK EXTENSION**  
 BARRON PARK  
 Gordon St, Narrogin, Western Australia, 6342



Structural Engineer: Lighting and Electrical Other Consultant:  
 Engineer:  
 Author: Customer Approval:  
 Date of Issue: 18.12.15  
 Form/Rev: A1 Contract Reference No: 1418  
 Design Ref: SB Final Review / Approval: JM

Drawing Title:  
**Fabrication Details**



**NOTES:**  
 1. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL EXISTING UTILITIES AND STRUCTURES.  
 2. ALL EXISTING UTILITIES SHALL BE PROTECTED AND DEEPER THAN THE PROPOSED FOUNDATION.  
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**TENDER ISSUE  
 NOT FOR CONSTRUCTION**

Notes / Legend:

**ENGINEERING NOTES:**

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Client / Council Name:	TOWN OF NARROGIN
Address:	89 Earl Street, Narrogin WA 6312
Project Name:	NARROGIN SKATEPARK EXTENSION
Location:	Corner St, Narrogin, Western Australia, 6312
Lead Architect / Principal Consultant:	enfloplus
Structural Engineer:	Lipham and Electrical
Other Consultant:	Engineer
Client / Council Name:	TOWN OF NARROGIN
Address:	89 Earl Street, Narrogin WA 6312
Project Name:	NARROGIN SKATEPARK EXTENSION
Location:	Corner St, Narrogin, Western Australia, 6312
Lead Architect / Principal Consultant:	enfloplus
Structural Engineer:	Lipham and Electrical
Other Consultant:	Engineer

**enfloplus**  
 CONSULTANTS  
 100/101 EAST STREET  
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 PHONE: (08) 9431 1111  
 FAX: (08) 9431 1112  
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**Lipham and Electrical**  
 ENGINEERS  
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 PHONE: (08) 9431 1111  
 FAX: (08) 9431 1112  
 WWW.LIPHAMAND ELECTRICAL.COM.AU

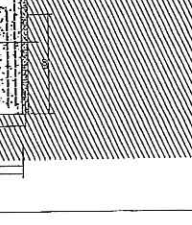
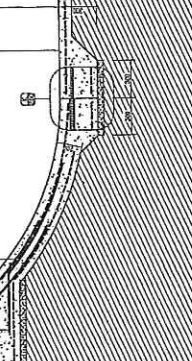
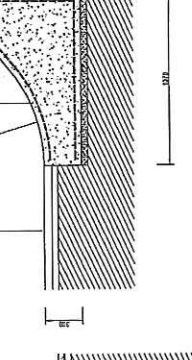
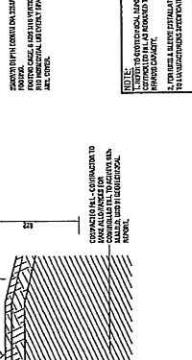
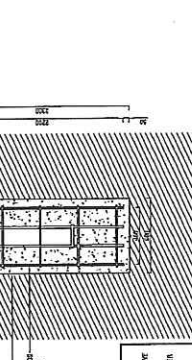
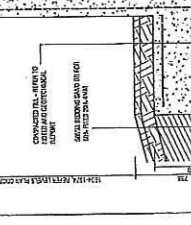
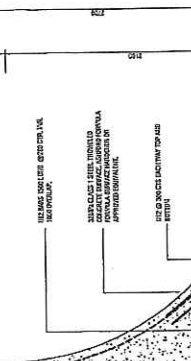
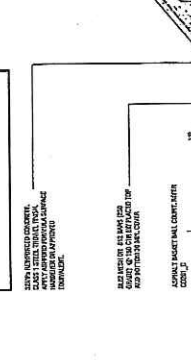
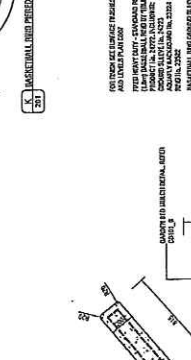
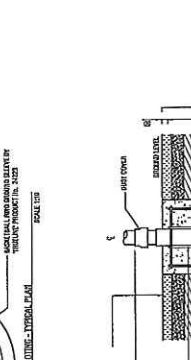
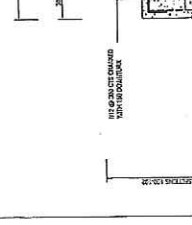
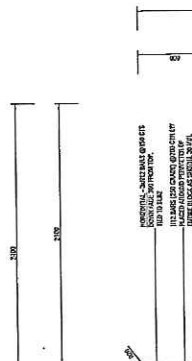
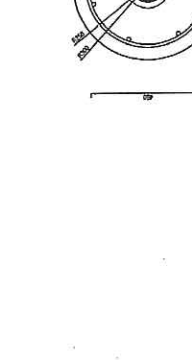
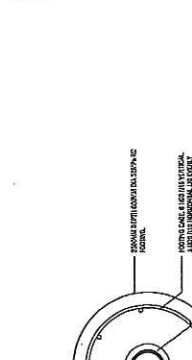
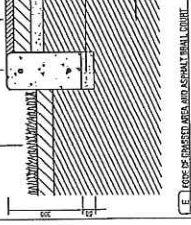
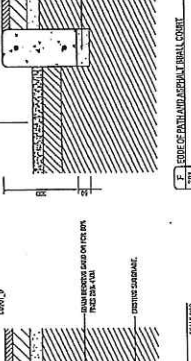
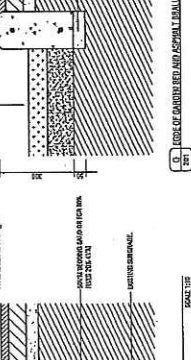
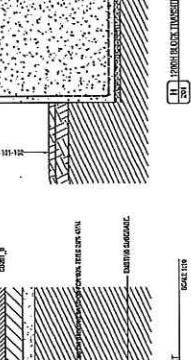
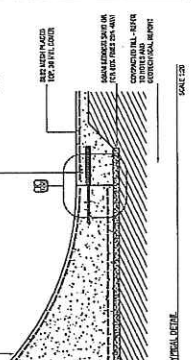
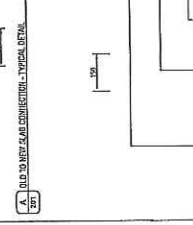
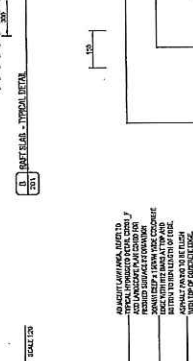
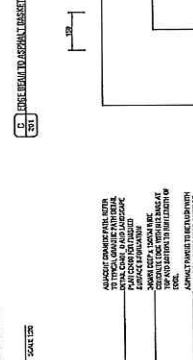
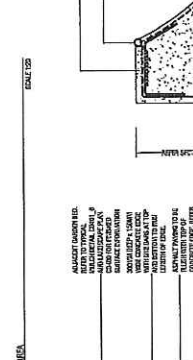
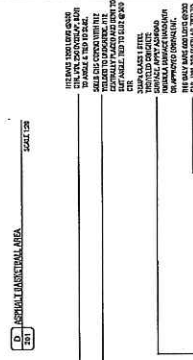
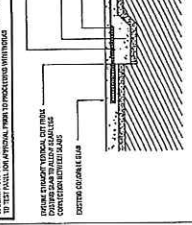
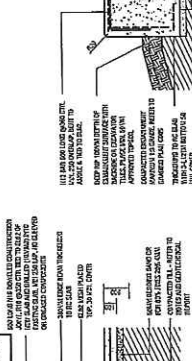
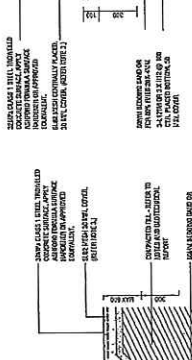
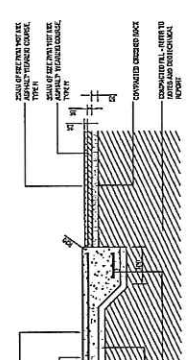
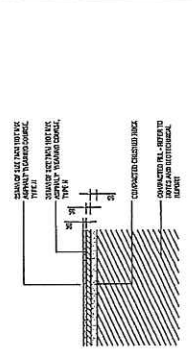
Project / Drawing Number: 1418\_CD201 Page | 58

Revision: C

Scale: N/A Date of Issue: 18.12.15

Formal/Status: A1 Contract Reference No: 1418

Design Review: SD Final Review / Approval: JIM

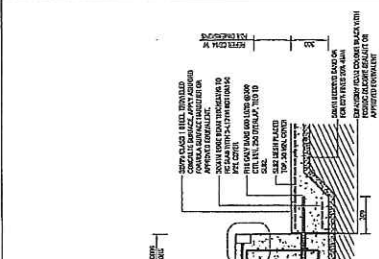


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**TENDER ISSUE NOT FOR CONSTRUCTION**

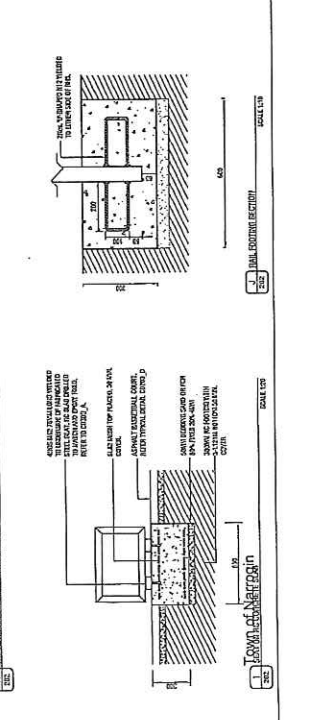
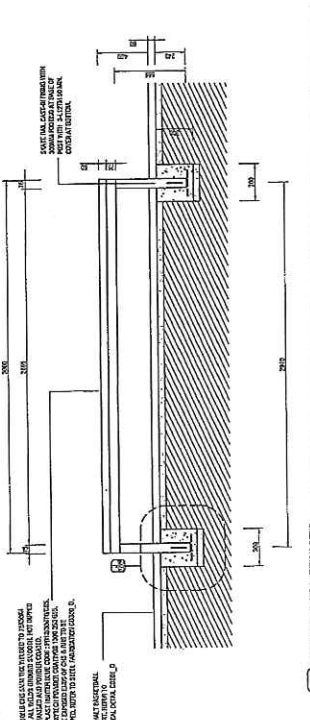
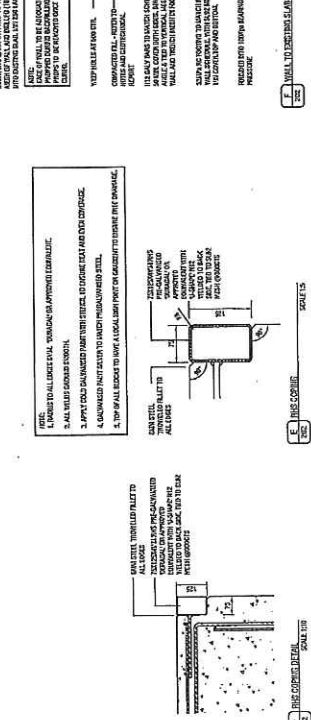
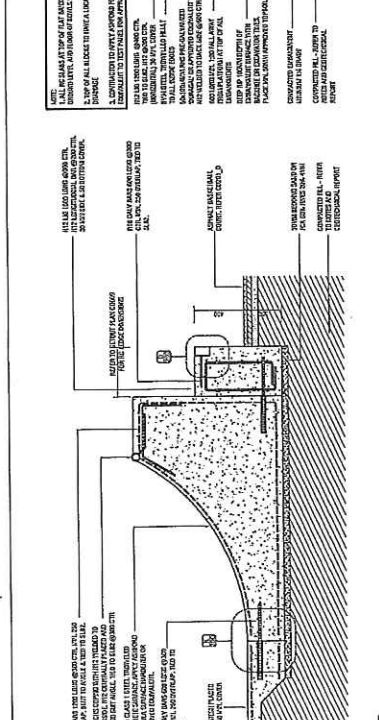
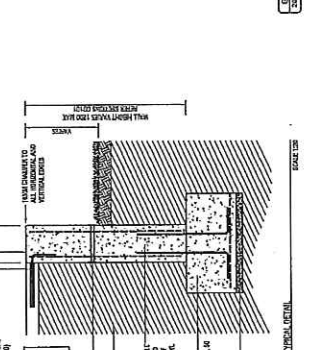
**ENGINEERING NOTES:**

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**RC WALL - REINFORCEMENT SCHEDULE**

WALL	NO. OF BARS	BAR SIZE	SPACING	START	END	LENGTH	WEIGHT
WALL 1	10	#4	12"	0.00	10.00	10.00	100.00
WALL 2	10	#4	12"	0.00	10.00	10.00	100.00
WALL 3	10	#4	12"	0.00	10.00	10.00	100.00
WALL 4	10	#4	12"	0.00	10.00	10.00	100.00
WALL 5	10	#4	12"	0.00	10.00	10.00	100.00
WALL 6	10	#4	12"	0.00	10.00	10.00	100.00
WALL 7	10	#4	12"	0.00	10.00	10.00	100.00
WALL 8	10	#4	12"	0.00	10.00	10.00	100.00
WALL 9	10	#4	12"	0.00	10.00	10.00	100.00
WALL 10	10	#4	12"	0.00	10.00	10.00	100.00



**Client / Council Name:** TOWN OF NARROGIN  
 281 East Street  
 Narrogin WA 6312

**Project Name:** NARROGIN SKATEPARK EXTENSION  
 BIRROBIN PARK  
 Gordon St, Narrogin, Western Australia, 6312

**Language Architect / Principal Consultant:** enloous  
 12/002  
 12/003  
 12/004  
 12/005  
 12/006  
 12/007  
 12/008  
 12/009  
 12/010

**Structural Engineer:** Lighthall and Einfeldt  
 Other Contributors: [Blank]

**Scale:** WA  
 Date of Issue: 18.12.15  
 Contract Reference No: 1418  
 Design Review: SB  
 Final Review / Approval: JM  
 Project / Drawing Number: 1418\_CD202

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## 10.2 CORPORATE AND COMMUNITY SERVICES

### 10.2.066 CCTV REPAIRS - OUT OF BUDGET EXPENSE

**File Reference:** 13.5.5  
**Disclosure of Interest:** Nil  
**Applicant:** Chief Executive Officer  
**Previous Item Nos:** Nil  
**Date:** 9 June 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

#### Attachments

- Nil

#### Summary

It is presented to Council to endorse an Out of Budget Expense for the repair of the Town CBD CCTV System.

#### Background

Currently the CCTV System is operating; however, has intermittent issues with the transmitters resulting in loss of footage.

A price for the repair was obtained some time ago; however, was left due to Council preparing and submitting a grant for the CCTV System upgrade and repair. This large scale grant was refused by the granting body but it was noted that we were very high on the priority list for left over funds in the next round.

#### Comment

Due to the grant not being successful it is presented to have the system repaired to full functionality to ensure that the cameras are recording vision at all times.

The value of the repair work is \$9,000 plus GST and once the purchase order is approved the works can be accepted and progressed, hopefully prior to the end of the financial year.

In discussion with the consultant the equipment proposed to be installed is used across Perth in many locations and is readily available and serviceable where the current system is not. If a problem does occur the local IT providers can repair the system.

#### Consultation

- Narrogin Electrical Service
- Mr Colin Bastow – Director of Corporate and Community Services

#### Statutory Environment

*Local Government Act 1995 – S6.8 Expenditure from the municipal fund not included in the annual budget.*

### **Policy Implications**

Nil

### **Financial Implications**

The allocation of this expenditure will have the effect of decreasing the carried forward surplus of Council, however, the value to the community to have the system operating properly would seem to outweigh the cost.

### **Strategic Implications**

Nil

### **Voting Requirements**

Absolute Majority

<b>COUNCIL RESOLUTION 0616.083 AND OFFICER'S RECOMMENDATION</b>
---

**Moved: Cr Ward**

**Seconded: Cr Russell**

That Council:

Approve the out of budget expenditure from the municipal fund for the repair of the CBD CCTV System to the amount of \$9,000 plus GST as per the *Local Government Act 1995 s6.8*.

**CARRIED 9/0  
BY ABSOLUTE MAJORITY**

## 10.2.067 REGIONAL LIBRARIAN SERVICE

**File Reference:** 3.1.2  
**Disclosure of Interest:** Nil  
**Applicant:** Town of Narrogin  
**Previous Item Nos:** Nil  
**Date:** 8 June 2016.  
**Author:** Colin Bastow, Director Corporate & Community Services.

### Attachments

- Nil.

### Summary

Council to consider withdrawing the Regional Librarian Service.

### Background

The Town currently provides a Regional Librarian Services to 18 local governments. This service includes the following activities:

1. a site visit once every two years,
2. telephone support as required, and
3. the annual production of a regional library service plan.

All of the member Local Governments are required to sign the plan before the Town is eligible to receive funding from the State.

The Town has experienced great difficulty in getting the Regional Library Plan signed off by all of the participating Local Governments. This issue has caused a high level of frustration to the Town's Manager Library Services.

### Comment

The Town was very fortunate to be able to recruit the current Manager Library Services who holds the required qualifications to enable the Town to continue providing a Regional Librarian Service. The initial advertising period did not attract applications that would have allowed this service to continue which required the Town to make direct contact with a suitable candidate. There is no guarantee that the Town will be as fortunate in the future when it eventually becomes time to replace the current Manager Library Services.

There is currently a number of library regions around the state where the State Library Service provides the Regional Librarian Service and these areas include Northam and Kalgoorlie/Boulder.

The Town has always taken an active role in supporting regional services, however the Regional Library Services can easily be provided by the State Library Service, which will result in the Town being able to focus on its own library service. The Town only budgets for 2.4 FTE in library staff, therefore any loss of key staff, such as the Manager, does impact on this service.

The State Government has been progressively reducing its funding towards the Regional Librarian Services and this situation is not likely to be reversed in the near future.

The Town would still continue to assist regional libraries as required, however this support may be on a reimbursement basis.

**Consultation**

- Kay Weaver – Manager Library Services
- Aaron Cook – Chief Executive Officer
- Janet Deegan – Public Library Liaison Librarian

**Statutory Environment**

Nil.

**Policy Implications**

Nil.

**Financial Implications**

The loss of grant income \$5,156, however this grant is only provided on a reimbursement basis. Therefore the Town will not lose any funding if it withdraws from the Regional Librarian Service.

**Strategic Implications**

Nil.

**Voting Requirements**

Simple Majority.

**COUNCIL RESOLUTION 0616.084 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Russell**

**Seconded: Cr Kain**

That Council:

Approve the ceasing of the Regional Librarian Service from 1 July 2016.

**CARRIED 9/0**

7.51 pm – Cr Kain declared an interest in the following item and left the meeting.

## **10.2.068 SALE BY WAY OF TENDER LOT 108,107 AND 106 FAIRWAY STREET NARROGIN**

**File Reference:** Property File A314100  
**Disclosure of Interest:** Nil  
**Applicant:** Chief Executive Officer  
**Previous Item Date:** 24 June 2016  
**Date:** 9 June 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

- Nil

### **Summary**

Presented to Council is the revised purchase price from Landmark Operations Ltd for the property lot 108,107 and 106 Fairway Street Narrogin.

### **Background**

Presented on 24 May 2016, after the tender for the sale of the property closed, Council considered the sale of the property to the only tenderer Landmark Operations Pty Ltd for the sale price of \$318,181 plus GST with a settlement date of January 2017. Council resolved to defer this item and allow the Chief Executive Officer and Mayor to renegotiate the sale price.

This occurred; however, as the representative is not based in Western Australia, this transpired via telephone and email. Both entities have received an independent valuation on the land and unfortunately these valuations are very different. Due to this Landmark is offering a sum closer to their valuation received.

### **Comment**

Council are presented with three resolutions to choose their direction from essentially being:

- to accept the purchase price,
- reject the price and retain the property; or
- offer a fixed price final offer from the Town to Landmark to consider.

There are several factors that need to be considered when discussing the potential sale or retention that adds potential value or reduces the potential value of the offer.

### **Negative Results**

1. For Council to lease the property out in the future, works will need to be undertaken on the building to remove materials and improve the facility to a reasonable level. These works are priced very conservatively at \$50,000 or worst case \$100,000.



2. In addition to point 1, Council should remove some of the ancillary structures that are in place as they serve no purpose and potentially present as a liability. These works could exceed \$50,000.
3. Whilst Council owns the property, there are no rates raised on the property and whilst the property is not leased there is no income received. When the property was last vacated there was little interest in leasing at the time.
4. If Council is to retain the property another potential purchaser may take considerable time to present.
5. Landmark are already invested in Narrogin and, as such, this is not a new entity/business entering Narrogin to provide services.

### **Positive Results**

1. The retention of the property will allow Council to potentially receive a higher sale price in the future.
2. Landmark will relocate to the Fairway Street site removing their presence from the centre of the CDB which will open an opportunity for another business to locate in this position.
3. The sale of the land will free resources to allow Council to potentially undertake another development in another area.
4. The new entity will not be holding a contaminated block within their landholdings.
5. The sale will result in a rate income from the property in excess of \$10,000 per annum.
6. The development of the property will result in the removal of an unsightly location and bring life back to this area.
7. The sale to a new entity could result in a new business establishing in Narrogin.

### **Consultation**

- Landmark Operations Pty Ltd
- Mayor Ballard
- Colin Bastow - Director of Corporate and Community Services.

### **Statutory Environment**

*Local Government Act 1995 Section 3.58 Disposing of property.*

### **Policy Implications**

Nil

### **Financial Implications**

Should Council sell the land located on Fairway Street this income would be placed within the Economic Development Reserve with the intent that an agenda item will be presented to Council to utilise these funds in a positive manner in the near future.

## Strategic Implications

Nil

## Voting Requirements

Simple Majority

### OFFICER'S RECOMMENDATION

That Council:

1. Advise Landmark Operations Pty Ltd that the Town of Narrogin is providing a one off final offer of \$450,000 + GST to purchase the land in its 'as is' condition with settlement as of January 2017. Advice of acceptance must be received within 14 days.

Or alternatively:

2. As per the *Local Government Act 1995 s 3.58 Disposing of property*, that Council accept the tender presented by Landmark Operations Pty Ltd for the amount of \$325,000 plus GST in exchange for the property located on Fairway Street Narrogin being lots 108,107 and 106 with a settlement date being prior to the end of January 2017.

Or alternatively:

3. Advise Landmark Operations Pty Ltd that the offer of \$325,000 plus GST is not accepted and that the property located on Fairway Street Narrogin being lots 108,107 and 106 will be retained.

### COUNCIL RESOLUTION 0616.085

Moved: Cr Fisher

Seconded: Cr Ward

That Council:

*As per the Local Government Act 1995 s 3.58 Disposing of property*, accept the tender presented by Landmark Operations Pty Ltd for the amount of \$325,000 plus GST in exchange for the property located on Fairway Street Narrogin being lots 108,107 and 106 **in its "as is" condition** with a settlement date being prior to the end of January 2017.

(Please note: this recommendation was edited to include the words "in its as is condition")

Amendment was proposed:

**Moved: Cr McKenzie**

**Seconded: Cr Russell**

That Council:

Advise Landmark Operations Pty Ltd that the Town of Narrogin is providing an offer of \$350,000 + GST to purchase the land in its 'as is' condition with settlement as of January 2017. Advice of acceptance must be received within 14 days.

**CARRIED 8/0**

(Please note: this amendment was moved to allow Council to provide a reply offer to Landmark for the sale of the property for the amount of \$350,000)

The amended motion became the substantive motion:

<b>COUNCIL RESOLUTION 0616.086</b>
------------------------------------

**Moved: Cr Fisher**

**Seconded: Cr Ward**

That Council:

Advise Landmark Operations Pty Ltd that the Town of Narrogin is providing an offer of \$350,000 + GST to purchase the land in its 'as is' condition with settlement as of January 2017. Advice of acceptance must be received within 14 days.

**CARRIED 7/1**  
**Cr Fisher voted against.**

8.17 am – Cr Kain returned to the meeting.

## **10.2.069 BAIL IN LEGISLATION**

**File Reference:** 12.3.2  
**Disclosure of Interest:** Nil  
**Applicant:** Cr Clive Bartron  
**Previous Item Nos:** Nil  
**Date:** 10 June 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

- Agenda Paper from the Shire of Beverley
- Minutes from the Shire of Strathfield Council
- Collateralised Debt Obligations printed from the Australian Securities and Investment Commission

### **Summary**

The purpose of this item being presented to Council is to attempt to ensure that the “Bail in Provisions” to seize Australian Bank Deposits be formally opposed to protect Council’s Superannuation Funds and general Western Australian Communities banking deposits. This is proposed through Council supporting to oppose Bail-In Legislation and to support alternative legislation based on the US Glass Steagall Law and to request all Local Governments in Western Australia to pass similar resolutions and to write to State and Federal Members requesting their support and present this agenda item to WALGA for the Annual Conference AGM.

It is also proposed to encourage the State and Federal Members to Tax Financial Speculation at a rate of 0.1% to provide the Government another substantial income tax stream.

### **Background**

Cr Bartron has requested that this agenda item be presented to Council to lobby the State and Federal Government to oppose “Bail-In” legislation that is being discussed at State level and rather propose alternative legislation based on the US Glass-Steagall Law.

“Bail-In” legislation, if passed, will allow the Banks to seize and use the deposits of ordinary Australians, which could include Council, to prepare themselves in the instance of a financial crisis. This has been exemplified in Cyprus in 2013.

The concern regarding the proposed “Bail-In” legislation is that it provides protection to the Banks for their very large Collateralised Debt Obligations (CDO’s). CDO’s can provide higher returns however carry a higher level of risk that is not normally clear and, in many instances, the investment that the client purchases is not clear as to who the end supplier of the investment is, making this form of investment very risky.

## **Comment**

It is requested that Council consider passing a resolution to oppose "Bail-In" legislation being adopted in Australia and especially Western Australia due to the ramifications that this legislation can have on Local Government investments and general account holders. This can also be enacted through the banking regulator (Australian Prudential Regulation Authority) APRA and as such any ability to perform this action should be blocked. The US Glass-Steagall Law was in place to separate out the ability of banks to access normal common accounts from Commercial entities providing protection to individual and smaller entities and particular investment holders and, as such, it is proposed that legislation be based on this model.

If Council accepts to oppose "Bail-In" Legislation and APRA powers and support alternative legislation based on the US Glass-Steagall Law, it is recommended that a request for support be provided in writing to all Local Governments in Western Australia and also provide this same request of support to State and Federal Ministers and that this agenda item with additional information be provided to WALGA for consideration to be placed within the Annual General Meeting Agenda.

It is also presented to Council to consider supporting a Tax on Financial Speculation of 0.1% to provide a substantial additional tax income stream for the Federal Government.

Regarding high risk investments based on CDO's, the Town of Narrogin has always followed the investment criteria provided to it, which provides that the funds must be held in an Australian AA rated bank, being one of the "Big 4" and is provided locally and is within the normal fixed term deposits for investments. No high interest accounts or higher risk investments are considered.

Several Local Governments, Agencies and other entities were affected by the financial crisis in 2008 losing considerable sums of money due to their investment choices and in most instances these funds were not recoverable or minimally recoverable. Although this is not directly related to "Bail-In" laws it demonstrates the risk of entertaining higher return investments that are based on CDO's.

It is requested that Cr Bartron provided further advice to Council during the meeting as the complexity of this matter may not be fully captured within the item.

## **Consultation**

- Cr Clive Bartron

## **Statutory Environment**

Nil

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 0616.087 AND OFFICER'S RECOMMENDATION</b>
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**Moved: Cr Bartron**

**Seconded: Cr Schutz**

That Council:

1. Oppose the proposed "Bail-In" Legislation that is being discussed within the State and Federal Governments or the similar being enacted by the Banking Regulator APRA.
2. Support alternative legislation to be prepared based on the US Glass-Steagall Law (1933-1999) to separate Commercial Banking from Investment banking, stockbroking and Insurance to afford protection to smaller entities and individuals and particular investment holders.
3. Recommend to the State and Federal Governments to consider implementing a Tax on Financial Speculation of 0.1%.
4. Provide a copy of this report and additional information to WALGA for inclusion in the Annual General Meeting to ensure WALGA supports this concept in the political arena and writes to all State and Federal Ministers to support the motion.
5. Provide a written request to State and Federal Ministers regarding the items in points 1,2 and 3.
6. Does not utilise Collateralised Debt Obligation investments and that this current practice be continued to ensure the security of Council's investments.

**LOST 1/8**

**Mayor L Ballard , Cr Paternoster, Cr Ward, Cr McKenzie,  
Cr Kain, Cr Russell, Cr Schutz, Cr Fisher, voted against**

### 12.3 Bail In Legislation

**SUBMISSION TO:** Ordinary Council Meeting 25 March 2014  
**REPORT DATE:** 17 March 2014  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0281  
**AUTHOR:** SP Gollan, Chief Executive Officer  
**ATTACHMENTS:** Bail-in Articles

#### SUMMARY

Council to consider formally opposing the legislation being drafted to enable the "bail-in" (seizure) of Australian Bank deposits.

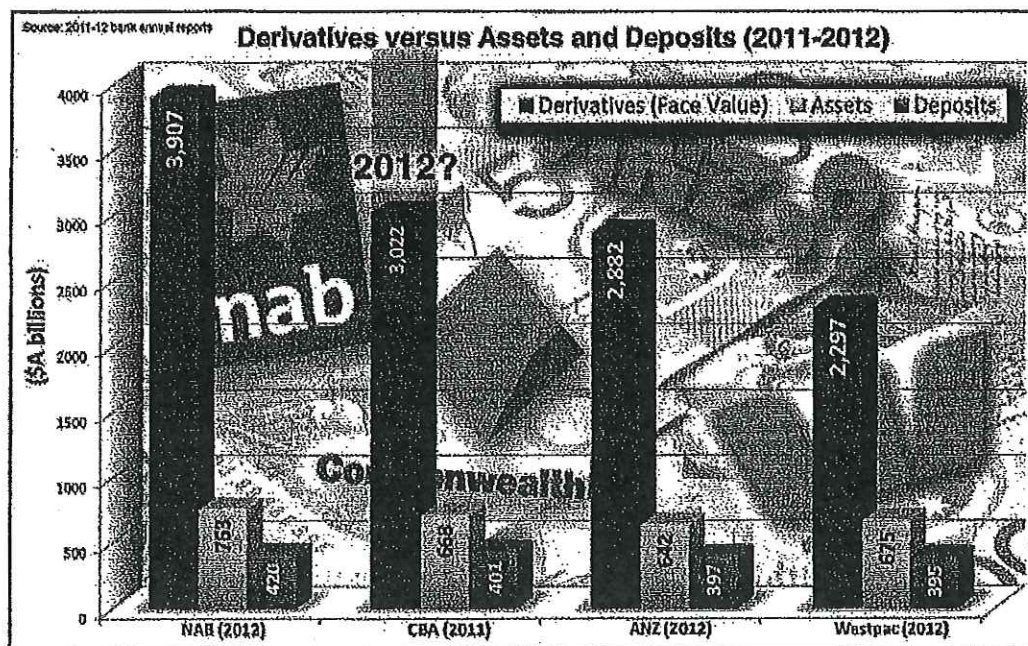
#### BACKGROUND

Cr Pepper has brought to the attention of Council that there is evidence that "bail-in" legislation is being planned for Australia. The legislation is to save the "Too Big To Fail" (TBTF) banks whose speculation has caused the present financial crisis in the first place.

"Bail-In" legislation will allow banks to seize and use the deposits of ordinary Australian account holders to prop themselves up. A "bail-in" was applied in Cyprus in March 2013 which saw ordinary citizens lose all their savings.

#### COMMENT

Instead of passing the "bail-in" legislation, parliament should be encouraged to introduce legislation that is modelled on the U.S Glass-Steagall Law. The Glass-Steagall Law was enacted between 1933 - 1999 and enforced the separation of commercial and investment banking, meaning bank deposits could not be used to speculate. Australian banks now hold some \$21.5 trillion in high risk derivatives.



Although derivatives can help make the economy function by reducing risk for companies and banks, left unchecked they can introduce systematic risk. Only a handful of firms represent a massive portion of the total derivatives traded in the world meaning that if one of them went bankrupt, it could lead to a daisy-chain effect that could cause all of the others to fail, wiping out the entire financial system.

#### **STATUTORY ENVIRONMENT**

There are no considerations relevant to this report

#### **FINANCIAL IMPLICATIONS**

The security of Shire of Beverley deposits.

#### **STRATEGIC IMPLICATIONS**

N/A

#### **POLICY IMPLICATIONS**

N/A

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

That Council, in the interest of protecting the deposits of all Australian Citizens:

1. Write to all Western Australian Federal representatives stating that Council is opposed to legislation being drafted to enable banks to "bail in" their account holder deposits in the event of a banking crisis, as in Cypress in March 2013.
2. Encourage the Australian Parliament to pass legislation modelled on the USA Glass-Steagall Law which functioned so successfully from its passage in 1933 until its repeal in 1999.

#### **COUNCIL RESOLUTION**

**M12/0314**

**Moved Cr White**

**Seconded Cr Gogol**

**That Council, in the interest of protecting the deposits of all Australian Citizens:**

1. **Write to all Western Australian Federal representatives stating that Council is opposed to legislation being drafted to enable banks to "bail in" their account holder deposits in the event of a banking crisis, as in Cypress in March 2013.**
2. **Encourage the Australian Parliament to pass legislation modelled on the USA Glass-Steagall Law which functioned so successfully from its passage in 1933 until its repeal in 1999.**

**CARRIED 8/0**



## 11. MOTIONS PURSUANT TO NOTICE

A. Notice of Motions signed by Councillor Soulos

### 2. Ball on Bail-in – Glass-Steagall is the Way

I MOVE:

1. That Council note that United States presidential candidate Bernie Sanders has repeatedly called for the Glass-Steagall-style breaking up of too-big-to-fail financial institutions in the United States.
2. That Council note that United Kingdom opposition leader Jeremy Corbyn promotes Glass-Steagall.



COUNCIL MEETING – 5 APRIL 2016

## MINUTES

3. That Council note that Australia's big four banks:
  - i) are exposed to the inflated and increasingly unaffordable domestic property market;
  - ii) are dangerously exposed to toxic derivatives (\$32 trillion, up from \$15 trillion in 2010);
  - iii) are heavily reliant on foreign loans; and
  - iv) have subsidiaries in New Zealand where bail-in policy has been fully implemented (up to 100 per cent haircut in the event of a bank being in trouble) and have international shareholders in countries where bail-in has been implemented.
4. That Council reaffirm its stances against bail-in and for Glass-Steagall in Australia given the increasing vulnerability of the banking sector.
5. That Council note that its stance is consistent with the sentiments of over 500 Australians who made submissions to the Financial System Inquiry, calling for US-styled Glass-Steagall bank regulation, including the late Malcolm Fraser.
6. That Council write to every member of the House of Representatives and every Federal senator urging that they:
  - i) reject bail-in in all forms;
  - ii) institute Glass-Steagall as a means of protecting the commercial banking sector (including the deposits of Council and the residents of Strathfield) from speculative banking.
7. That all correspondence resulting from this resolution have the entire resolution attached.

78/16

**RESOLVED:** (Soulos/Vaccari)

1. That Council note that United States presidential candidate Bernie Sanders has repeatedly called for the Glass-Steagall-style breaking up of too-big-to-fail financial institutions in the United States.
2. That Council note that United Kingdom opposition leader Jeremy Corbyn promotes Glass-Steagall.
3. That Council note that Australia's big four banks:
  - i) are exposed to the inflated and increasingly unaffordable domestic property market;
  - ii) are dangerously exposed to toxic derivatives (\$32 trillion, up from \$15 trillion in 2010);
  - iii) are heavily reliant on foreign loans; and
  - iv) have subsidiaries in New Zealand where bail-in policy has been fully implemented (up to 100 per cent haircut in the event of a bank being in trouble) and have international shareholders in countries where bail-in has been implemented.

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**COUNCIL MEETING – 5 APRIL 2016**

**MINUTES**

4. That Council reaffirm its stances against bail-in and for Glass-Steagall in Australia given the increasing vulnerability of the banking sector.
5. That Council note that its stance is consistent with the sentiments of over 500 Australians who made submissions to the Financial System Inquiry, calling for US-styled Glass-Steagall bank regulation, including the late Malcolm Fraser.
6. That Council write to every member of the House of Representatives and every Federal senator urging that they:
  - i) reject bail-in in all forms;
  - ii) institute Glass-Steagall as a means of protecting the commercial banking sector (including the deposits of Council and the residents of Strathfield) from speculative banking.
7. That all correspondence resulting from this resolution have the entire resolution attached.

For the Motion: Councillors Ok, Datta, Soulos and Vaccari

Against the Motion: Councillors Bott, Kokkolis and McLucas

The Mayor declared the Motion Carried. Ordinary Council Meeting 17/6/2016

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**ASIC**  
Australian Securities &  
Investments Commission



Home > Investing > Complex investments > Collateralised debt obligations

## Collateralised debt obligations

### Buying risky debt

Collateralised debt obligations (CDOs) are complex investments that repackage a bundle of individual loans into a product that can be sold. In exchange for interest payments, the buyer of a CDO takes on the risk that the initial loans will not be repaid.

These are the products that triggered the global financial crisis.

### What's in these investments?

A CDO is a security based on a variety of debts, such as mortgages or bonds, that can range from secure to highly risky. These debts may also include car loans, credit card debt or corporate debt. They are called collateralised because they have some type of asset (collateral) behind them.

When you buy a CDO you are buying the right to receive interest payments from a mix of loans and other debts. CDOs differ from other fixed interest investments in that you are buying a bundle of different debts with mixed creditworthiness.

### What's the risk?

In return for higher interest payments, you bear the risk that some of the loans or bonds in the pool will not be repaid. If this happens, you will lose some or all of your original investment. The riskier bonds and debts may provide higher returns, but there is also a higher risk of losing earnings or capital.

#### Warning

CDOs are complex products. Even big institutions have lost fortunes when trading them. We recommend you do not invest in these products unless you have a written statement of advice from an independent, licensed financial planner stating that the product is suitable for you.

One key risk is that you don't have direct information about the individual borrowers behind each loan.

Here are some questions you should consider:

- How strict is the lending procedure?
- What is the underlying security really worth?
- Has the borrower's circumstances changed since the loan was made?
- Why is the original lender on-selling the loan(s)?

Each CDO is different. The calculations and legal structures can be formidable and the offer documents can make challenging reading. It's best to seek financial advice.

### Related links

[Investing challenge](#)

[Develop an investing plan](#)

[Risk and return](#)  
Town of Narrogin

**11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

Nil

**13. CLOSURE OF MEETING**

8.37 pm – Mayor Ballard declared the meeting closed.