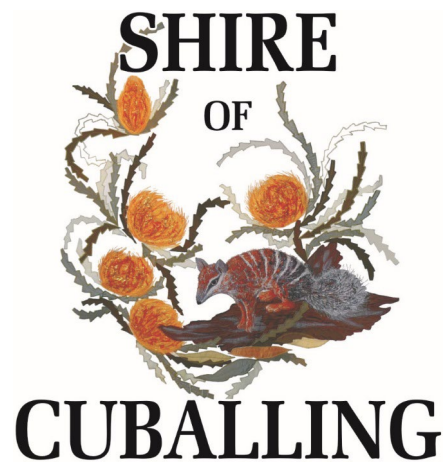




*A progressive, diverse and caring community,
with access to modern services and infrastructure,
in a unique part of the world*

Shire of Cuballing – Council Meeting

AGENDA

To Be Held

Wednesday 16th April 2025
3.00 pm
Cuballing CWA Hall

COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “Confidential Matters”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the Shire.

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Cuballing for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Cuballing disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person’s or legal entity’s own risk.

In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

Shire of Cuballing Strategic Community Plan 2023-2033

Our Heart, Our Home

VISION

A charming rural community, in a unique part of the world, growing and prospering while protecting its natural environment.

GOALS

Social

- ☑ A place where people of all ages, abilities and stages of life are active and connected.

Economic

- ☑ Business is thriving, with ample local employment, and opportunities for existing and new businesses to grow.

Natural Environment

- ☑ The natural environment is protected, enhanced, and managed, and enjoyed by locals, and proudly shared with visitors.

Built Environment

- ☑ People and goods can move easily in and around the Shire, which is well planned for community needs, respecting the past and building the future.

Governance

- ☑ Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.

STRATEGIC PRIORITIES

Social

- ☑ Enhancing focus on emergency management (incl. dual use of Equestrian Centre for evacuation).
- ☑ Improving Cuballing Recreation Centre.
- ☑ Increasing community gatherings and spaces.

Economic

- ☑ Defining and developing Town Centres.
- ☑ Establishing a Light Industrial Area (LIA).
- ☑ Increasing tourism, particularly through trail development.
- ☑ Developing and promoting the equestrian sector.

Natural Environment

- ☑ Restoring the river at Popanyinning.
- ☑ Establishing Popanyinning wetlands.
- ☑ Reducing pests and weeds, working with Peel Harvey Catchment.
- ☑ Increasing native planting.

Built Environment

- ☑ Improving footpaths, linking aged units to Cuballing Town Centre.
- ☑ Upgrading major roads (esp. Wheatbelt Secondary Freight Network).
- ☑ Improving drainage.
- ☑ Increasing heritage protection and telling our story.

Governance

- ☑ Enhancing community information and engagement.

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1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS:

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE:

2.1.1 Attendance

Elected Members

Cr Eliza Dowling	President
Cr Robert Harris	Deputy President
Cr Scott Ballantyne	
Cr Adrian Kowald	
Cr Steve Sexton	
Cr Dawson Bradford	

Staff

Mr Chris Paget	Chief Executive Officer
Ms Narelle Rowe	Deputy Chief Executive Officer
Mr Bruce Brennan	Manager of Works and Services

Visitors

2.1.2 Apologies

2.1.3 Leave of Absence

Nil

3. PUBLIC QUESTION TIME:

The Shire of Cuballing maintains a policy on the Management of Public Question Time. The policy is available in full in the Shire Policy Manual which can be found on the Shire's website:

www.cuballing.wa.gov.au

Some of the notable provisions are:

- 1 Persons are encouraged to provide a written copy of their question.
- 2 Public question time will be limited to two minutes per member of the public, with a limit of two questions per member of the public.
- 3 Statements are not to precede the asking of a question during public question time.
- 4 Public question time will be limited 15 minutes. It may be extended in intervals of up to ten minutes by resolution of the Council, but the total time allocated will not exceed forty-five (45) minutes in total.
- 5 Questions are to be directed to the Presiding Member and should be asked politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or Shire employee. The Presiding Member shall decide to:
 - Accept or reject any question and his/her decision is final.
 - Nominate a member of the Council and/or Shire employee to respond to the question.
 - Take a question on notice. In this case a written response will be provided as soon as possible and included in the agenda of the next Council meeting.
- 6 Where an elected member is of the opinion that a member of the public is:
 - asking a question at a Council meeting, that is not relevant to the operations of the Shire of Cuballing; or
 - making a statement during public question time.they may bring it to the attention of the meeting.
- 7 Questions and any response will be summarised and included in the minutes of the Council meeting.
- 8 Public Question Time should be used as a means to obtain information that would not be made available if it were sought from the Shire's records under *Section 5.94* of the *Local Government Act 1995* or the *Freedom of Information (FOI) Act 1992*.
- 9 Where the response to a question(s) would require a substantial commitment of the Shire's resources, the Chief Executive Officer (CEO) will determine that it is an unreasonable impost upon the Shire and refuse to provide it. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.
- 10 Responses to questions not submitted in writing are provided in good faith and as such, should not be relied upon as being either complete or comprehensive.

3.1 Response to Previous Questions Taken on Notice

3.2 Written Questions Provided in Advance

3.3 Public Questions from The Gallery

4. STANDING ORDERS:

OFFICER'S RECOMMENDATION:

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

Moved _____ Seconded _____

5. APPLICATIONS FOR LEAVE OF ABSENCE:

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Wednesday 19th March 2025

OFFICER'S RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Wednesday 19th March 2025 be confirmed as a true record of proceedings.

Moved _____ Seconded _____

6.1.2 Special Meeting of Council held on Thursday 27th March 2025

OFFICER'S RECOMMENDATION:

That the Minutes of the Special Meeting of Council held on Thursday 27th March 2025 be confirmed as a true record of proceedings.

Moved _____ Seconded _____

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:

Nil.

8. DISCLOSURE OF FINANCIAL INTEREST:

DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

Name	Item No	Interest	Nature

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

Name	Item No	Interest	Nature

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1 List of Payments – March 2025

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	8 th April 2025
Author:	Careese Ranieri
Attachments:	9.1.2A List of Municipal Accounts 9.1.2B List of Credit Card Transactions 9.1.2C Petty Cash and Coles Card

Summary

Council is to review payments made under delegation in March 2025.

Background – Nil

Comment

Council is provided with details of payments and credit card transactions made during the month of March 2025 as listed in the attachments.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council receives:

1. the List of Accounts paid in March 2025 under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, including payments from Council's Municipal Fund totalling \$1094913.81 included at Attachment 9.1.1A.
2. a summary of transactions completed on Credit Cards by Council Staff for the period ending 31st March 2025 included at Attachment 9.1.2B.
3. a summary of transactions completed on Petty Cash for the period ending 31st March 2025.

4. Moved _____ Seconded _____

9.1.1A List of Payments – March 2025

Chq/EFT	Date	Name	Description	Amount
848	04/03/2025	Police Licensing Payments	Police Licensing Payments	-2374.20
EFT9564	04/03/2025	Westrac	Remove And Replace Radiator in Cat 930 Loader	-6629.21
EFT9563	04/03/2025	Western Stabilisers	Supply And Lay Stabilising and Wet Mixing on Cuballing East Road	-186904.80
EFT9562	04/03/2025	Kalexpress & Quality Transport	Freight Charges - Corsign and Gordon Macpherson	-168.47
EFT9561	04/03/2025	Interfire Agencies	Fire Uniforms	-506.04
EFT9560	04/03/2025	Corsign (WA) Pty Ltd	4 X Wheatbelt Secondary Freight Signs as Per Quote 00092172	-895.40
EFT9559	04/03/2025	Cloud Collections Pty Ltd	Debt Collection Services - January 2025	-2005.03
EFT9558	04/03/2025	Brooks Hire	Hire Of 16ton Smooth Drum Roller for Cuballing East Road.	-7278.50
EFT9557	04/03/2025	Bitutek	Supply And Lay Final Seal Cuballing East SLK 2.42-7.13	-371411.09
848	06/03/2025	Police Licensing Payments	Police Licensing Payments	-947.20
20329	06/03/2025	Department Of Transport	Licence Renewal for Cn039 (12 Months)	-455.00
EFT9570	06/03/2025	Great Southern Fuel Supplies	Bulk Diesel Fuel Deliveries - Docket No. 2205843	-8812.76
EFT9569	06/03/2025	G.S. Hobbs Contracting	Supply Of 1 X Semi Side Tipper for Stratherne Road as Per Quote 3/1/25	-2904.00
EFT9568	06/03/2025	Firecore Solutions	Fire Extinguisher Services - Shire Properties	-633.26
EFT9577	06/03/2025	Total Undercar	4 X New Tyres for CN0 Toyota Sr5	-2087.50
EFT9576	06/03/2025	Shire Of Narrogin	Ranger Services - Labour and Travel - 24-25 - 24/01/2025	-326.25
EFT9575	06/03/2025	Narelle Gay Rowe	Utilities Subsidy 2024/25 - Reimbursement Of Electricity Costs	-168.28
EFT9565	06/03/2025	Allan's Bobcat & Truck Hire	Excavator Hire to Dig Grave	-533.50
EFT9574	06/03/2025	Narrogin Packaging and Motorcycles & Accessories	3 X Hunter Sprinkler Bodies 7 X Hunter Nozzles	-48.90
EFT9573	06/03/2025	Mcdougall Weldments	Fix Door to Works Shed -- Hinges Welding and Re Fit	-206.25
EFT9572	06/03/2025	Local Government Works Association Of WA Inc	1 Year Membership Local Government Works Association WA Inc	-200.00
EFT9571	06/03/2025	Great Southern Waste Disposal	Rubbish Removal – January 2025	-8638.88
EFT9567	06/03/2025	Cuballing Building Company	Repairs To Popanyinning School Building Toilets, Floorboards, Wall and Window Seal Repairs	-1687.50
EFT9566	06/03/2025	BKS Electrical	Supply And Install CCTV To Cuballing Rec Centre And Shire Office	-14811.50
848	07/03/2025	Police Licensing Payments	Police Licensing Payments	-2019.25
848	10/03/2025	Police Licensing Payments	Police Licensing Payments	-486.00
848	11/03/2025	Police Licensing Payments	Police Licensing Payments	-431.65
DD4638.2	12/03/2025	Rest	Superannuation Contributions	-218.50
DD4638.1	12/03/2025	Australian Super	Payroll Deductions	-2900.18

848	12/03/2025	Police Licensing Payments	Police Licensing Payments	-193.65
DD4638.3	12/03/2025	Aware Super Pty Ltd	Superannuation Contributions	-3979.12
DD4638.9	12/03/2025	Colonial First State	Superannuation Contributions	-354.04
DD4638.8	12/03/2025	Hostplus Super	Superannuation Contributions	-92.08
DD4638.7	12/03/2025	MLC Super Fund	Superannuation Contributions	-431.59
DD4638.4	12/03/2025	Matrix Superannuation	Superannuation Contributions	-275.62
DD4638.6	12/03/2025	Care Super	Superannuation Contributions	-622.52
DD4638.5	12/03/2025	Mercer Superannuation	Superannuation Contributions	-587.31
DD4654.1	13/03/2025	Telstra	All Telstra Accounts – March 2025	-718.58
848	13/03/2025	Police Licensing Payments	Police Licensing Payments	-1051.25
EFT9579	14/03/2025	Best Office Systems	Monthly Photocopy Charges – Feb 25	-1154.21
EFT9580	14/03/2025	Department Fire and Emergency Services	2024/2025 ESL Payment - Adjustment	-1957.00
EFT9581	14/03/2025	Geoffrey Mark Hann	Reimbursement For Staff Pre-Employment Medical	-190.00
EFT9582	14/03/2025	Great Southern Fuel Supplies	Bulk Diesel Fuel Deliveries - Docket No. 2207903	-11589.13
EFT9583	14/03/2025	Hancocks Home Hardware	Monthly Account - Key Cut	-8.00
EFT9584	14/03/2025	Hersey Safety Pty Ltd	Safety Products and Items	-3915.56
EFT9585	14/03/2025	Industrial Automation Group Pty Ltd	Diagnose And Repair Fault With Cuballing Standpipe	-2987.88
EFT9586	14/03/2025	Kalexpress & Quality Transport	Freight Charges - Corsign	-198.70
EFT9587	14/03/2025	Landgate	GRV Schedule G2025/01	-44.35
EFT9588	14/03/2025	Peter John Denton	Art Class Per Week - February	-400.00
EFT9589	14/03/2025	Power Networkx	Telstra Internet Fibre Network - March	-416.90
EFT9590	14/03/2025	Team Global Express Pty Ltd	2024/2025 Freight Charges - Scavenger Supplies	-73.17
EFT9591	14/03/2025	Whitford Fertilisers Narrogin	Use Of Weighbridge January 2025	-66.00
EFT9578	14/03/2025	Builders Registration Board Building Commission	BSL Remittance February 2025	-648.48
848	14/03/2025	Police Licensing Payments	Police Licensing Payments	-6005.65
20331	14/03/2025	Water Corporation	Water Charges - Ridley Street Cuballing Lot 301 Res 10329 (Standpipe)	-19061.84
20330	14/03/2025	Synergy	Electricity Charges - Street Lighting X 43 Street Lights	-670.87
848	17/03/2025	Police Licensing Payments	Police Licensing Payments	-5196.00
DD4654.2	18/03/2025	Telstra	Landlines - Shire Office	-276.75
848	18/03/2025	Police Licensing Payments	Police Licensing Payments	-359.60
EFT9600	19/03/2025	LG Corporate Solutions Pty Ltd	Preparation Of The 2023/2024 Annual Financial Statements	-16926.25
EFT9601	19/03/2025	Mcdougall Weldments	Loader Weld Ram - Workmanship and Materials	-151.25
EFT9602	19/03/2025	Narrogin Auto Centre / Narrogin Ford, Mitsubishi and Nissan	Carry Out 65,000km Service on Cn 027 Ranger	-401.68
EFT9603	19/03/2025	Narrogin Carpets and Curtains	Curtains For Popanyinning School Building	-795.00
EFT9604	19/03/2025	Narrogin Earthmoving and Concrete	Hire Of 1 X Semi Side Tipper for Garvel Carting Stratherne Road RRG	-12443.75
EFT9605	19/03/2025	Narrogin Packaging and Motorcycles & Accessories	4 X Mp Rotor Nozzles	-92.00

EFT9606	19/03/2025	Narrogin Pumps Solar and Spraying	5 X Superflex 3" Suction 1 X Fire Nozzle 1 X Hose Tail 1 X Hose Clamps 29-3mm 1x Hose Clamps 86-91mm	-604.47
EFT9607	19/03/2025	Narrogin Tyrepower	8 X Haulmax New Tyres for UD Truck	-4630.45
EFT9608	19/03/2025	R Munns Engineering Consulting Services	Engineer Consulting Work on the Cuballing East Road WSNF	-13614.32
EFT9609	19/03/2025	Tutt Bryant Equipment	1 X New Steering Ram	-4337.06
EFT9610	19/03/2025	Westrac	Replace With New Stoplight/Taillight	-523.47
EFT9611	19/03/2025	Wheatbelt Strength & Conditioning	Exercise Classes – Feb 2025	-945.00
EFT9612	19/03/2025	Winc Australia Pty Limited	2 X Ink Cartridges for Depot Printer	-186.78
EFT9613	19/03/2025	Zircodata Pty Ltd	Monthly Archive Storage Fees – Feb 25	-28.11
20333	19/03/2025	Shire Of Cuballing	Petty Cash – February 2025	-221.50
848	19/03/2025	Police Licensing Payments	Police Licensing Payments	-639.95
EFT9592	19/03/2025	Allans Auto Electrics and Air Conditioning	Find And Repair Air Valves and Switches to UD Prime Mover	-1306.25
EFT9593	19/03/2025	BMR Mechanical, B & A Rowe Pty Ltd Atf the Rowe Family Trust	Reseal Steering Ram on Bomag Roller	-2614.26
EFT9595	19/03/2025	Cuballing Windscreens, Panel, Paint and Towing	Remove And Refit New Truck Windscreen UD Gw400 Cn026	-880.00
20332	19/03/2025	Department Of Transport	Annual Renewal for Cn 1 - Vehicle Registration	-423.70
EFT9599	19/03/2025	Ikes Home Improvement & Glass Centre	Install New Glass in Window - Reglaze Window in Laminated Safety Glass	-404.84
EFT9598	19/03/2025	Haulmore Trailer Sales	1 X Case Drain Hose and Fitting Kit	-165.00
EFT9597	19/03/2025	Hancocks Home Hardware	Toilet Roll Holder - But Drill Jobber Heavy Duty Cobalt - Bit Drill Long Series Blue	-324.20
EFT9596	19/03/2025	Farmworks Narrogin	1 X Pallet Rapid Set Cement	-687.50
EFT9618	20/03/2025	Wheatbelt Strength & Conditioning	Strength And Balancing Class - December 2024	-630.00
EFT9617	20/03/2025	Western Stabilisers	Supply And Lay Stabilising and Wet Mixing On Cuballing East Road	-106523.98
EFT9616	20/03/2025	G.S. Hobbs Contracting	Muliti Tyred Roller Hire for Stratherne Road Wet Hire	-3773.00
EFT9615	20/03/2025	Fire Mitigation Services	Fire Mitigation Works as Per Quote Fms01235	-62528.40
EFT9614	20/03/2025	Cuballing Roadhouse Restaurant & LPO Pty Ltd	Monthly Account – February	-614.65
848	20/03/2025	Police Licensing Payments	Police Licensing Payments	-2019.80
848	21/03/2025	Police Licensing Payments	Police Licensing Payments	-8709.25
848	24/03/2025	Police Licensing Payments	Police Licensing Payments	-100.80
848	26/03/2025	Police Licensing Payments	Police Licensing Payments	-730.00
EFT9619	26/03/2025	CSE Crosscom Pty Ltd	Supply & Install 2 X Tait Dual Band Vhf/Uhf Radios Programmed for DFES Waern Network	-11451.22
DD4673.5	26/03/2025	Aware Super Pty Ltd	Superannuation Contributions	-39.77
DD4673.4	26/03/2025	MLC Super Fund	Payroll Deductions	-114.12
DD4673.3	26/03/2025	Colonial First State	Superannuation Contributions	-46.10
DD4673.2	26/03/2025	Australian Super	Payroll Deductions	-179.88
DD4673.1	26/03/2025	Hostplus Super	Superannuation Contributions	-12.70

DD4666.9	26/03/2025	Colonial First State	Superannuation Contributions	-313.28
DD4666.8	26/03/2025	Hostplus Super	Superannuation Contributions	-90.15
DD4666.7	26/03/2025	MLC Super Fund	Superannuation Contributions	-758.35
DD4666.6	26/03/2025	Care Super	Superannuation Contributions	-638.81
DD4666.5	26/03/2025	Mercer Superannuation	Superannuation Contributions	-587.31
DD4666.4	26/03/2025	Matrix Superannuation	Superannuation Contributions	-275.62
DD4666.3	26/03/2025	Aware Super Pty Ltd	Superannuation Contributions	-3637.05
DD4666.2	26/03/2025	Rest	Superannuation Contributions	-218.50
DD4666.1	26/03/2025	Australian Super	Payroll Deductions	-2459.90
848	28/03/2025	Police Licensing Payments	Police Licensing Payments	-3157.00
20334	31/03/2025	Synergy	Electricity Charges - U C's 82 Austral Street, Cuballing (Units)	-161.25
20335	31/03/2025	Water Corporation	Water Charges - Standpipe at Francis St Narrogin Fl Lot Road Res Opp L63	-5992.07
EFT9629	31/03/2025	Great Southern Waste Disposal	Rubbish Removal – February 2025	-7148.88
EFT9628	31/03/2025	Great Southern Fuel Supplies	Bulk Diesel Fuel Deliveries - Docket No. 2208998	-3402.50
EFT9627	31/03/2025	Fulford Earthmoving & Civil	Gravel Stockpiling - Patmores Pit	-26400.00
EFT9626	31/03/2025	Edge Planning & Property	Town Planning Consultancy Services	-1933.80
EFT9625	31/03/2025	Corsign (WA) Pty Ltd	50 X Lateral Shift Chevron Sings Including Posts and Hardware to Install	-7562.50
EFT9624	31/03/2025	Cloud Collections Pty Ltd	Debt Collection Services - February	-2007.28
EFT9623	31/03/2025	Bout Time Mechanical	- 1623 ORFS Female - 1623 ORFS Female 90deg Bend -08 Ryco T2 Diehard Fras Ar	-590.46
EFT9622	31/03/2025	Best Office Systems	Monthly Photocopy Charges – Feb 25	-309.52
EFT9621	31/03/2025	Bitutek	Supply And Lay Primer Seal Stratherne Road SLK 11.02-12.77	-46928.62
EFT9620	31/03/2025	Australian Communications and Media Authority	Licence Renewal Notice	-116.00
848	31/03/2025	Police Licensing Payments	Police Licensing Payments	-1690.00
EFT9630	31/03/2025	Hancocks Home Hardware	Monthly Account	-29.95
EFT9631	31/03/2025	John Parry Medical Centre	Hepatitis B Vaccination	-85.00
EFT9632	31/03/2025	Kalexpress & Quality Transport	Freight Charges - Corsign	-470.15
EFT9633	31/03/2025	Major Motors Pty Ltd	Cleaner ASM; Duct Air, Verti Izuzu Truck	-941.44
EFT9634	31/03/2025	Mcdougall Weldments	Welding Repair to Water Tanker	-137.50
EFT9643	31/03/2025	Westrac	Repairs To 930g Loader Hand Brake Oil Cooler Lines Hoses	-4134.03
EFT9642	31/03/2025	Truck Centre (WA) Pty Ltd	Repairs To Engine PTO & Live Drive Reseal	-137.66
EFT9641	31/03/2025	Steelo's Guns and Outdoors	1 X 35l Water Cooler	-139.99
EFT9640	31/03/2025	Security Man Pty Ltd	Quarterly Monitoring Rate (Security System in Shire Office)	-110.00
EFT9639	31/03/2025	Narrogin Tyrepower	Repair to Tyre Puncture	-40.00
EFT9638	31/03/2025	Narelle Gay ROWE	Reimbursement of Internet Costs 01/09/24-30/06/25	-70.83
EFT9637	31/03/2025	Narrogin Earthmoving and Concrete	Hire of Rubber Tyred Roller for Cuballing East Road	-20158.05

EFT9636	31/03/2025	Narrogin Auto Centre / Narrogin Ford, Mitsubishi and Nissan	Carry out 65,000km Service on CN 027 Ranger	-423.32
EFT9635	31/03/2025	Melchiorre Plumbing and Gas	Find and repair faulty Pump in Cuballing Hall Septics	-621.63
Total				-1094913.81

9.1.1B	List of March 2025 Credit card Transactions
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Creditor	Description	Amount
Officeworks	Materials for Popanyinning School Building	\$ 530.00
Officeworks	Office Supplies for Shire Office	\$ 59.89
Australia Post	Postal Box for 2025 - Renewal	\$ 113.00
Officeworks	Office Supplies for Shire Office and Shire Depot	\$ 214.95
Mcleods Lawyers	Potential Noise Complaint - Groovefest	\$ 310.20
MoreTelecom	Internet for CEO Residence - Monthly	\$ 92.00
Amart Furniture	Furniture for Popanyinning School Building	\$ 299.00
Officeworks	Furniture for Popanyinning School Building and Paper for Shire Office	\$ 456.00
Flag Motor Lodge	Accommodation for CEO	\$ 154.00
Wotif.com	Accommodation for Cr Kowald - WALGA Training	\$ 198.00
7 Eleven	Fuel for CEO vehicle	\$ 100.00
The West Australian	Quarterly Subscription 24/25	\$ 96.00
Caltex Narrogin	Fuel for DCEO Vehicle - 039CN	\$ 57.01
Caltex Narrogin	Fuel for DCEO Vehicle - 039CN	\$ 40.00
BP Narrogin	Fuel for DCEO Vehicle - 039CN	\$ 46.00
BP Narrogin	Fuel for DCEO Vehicle - 039CN	\$ 37.01
BP Narrogin	Fuel for DCEO Vehicle - 039CN	\$ 38.01
Cuballing Tavern	Council Meeting Dinner - March	\$ 371.75
GSM Outdoors	Monthly Charge	\$ 31.65
NAB	International Transaction Fee	\$ 0.95
Tony Aveling & Associates	White Card Application – Depot Worker	\$ 90.00
Sparks Butchers	Materials for Toolbox Meeting	\$ 20.85
Bill and Bens	Materials for Toolbox Meeting	\$ 10.00
Pivotel	Trak Spotting for Works Crew	\$ 93.00
Total		\$ 3,459.27

9.1.1C List of March 2025 Petty Cash Transactions

	Refreshments	Admin Other	Aged Friendly	
Item Description	1041050	1042390	CE01	Total
Groceries	\$58.35			\$58.35
Misc (Cleaning supplies)				
Stationary/Postage		\$85.60	\$62.45	\$148.05
Materials				
Licensing				
			Total	\$206.40

9.1.2 Statement of Financial Activity – March 2025

Applicant: N/A
File Ref. No: ADM214
Disclosure of Interest: Nil
Date: 10 March 2025
Author: Chris Paget - Chief Executive Officer
Attachments: 9.1.2A Statement of Financial Activity March 2025

Summary

For Council to receive the Statement of Financial Activity for March 2025.

Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail.

- The annual budget estimates, including budget amendments.
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year-to-date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Comment

Nil

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Consultation

Martin Whitely – LG Corporate Solutions

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION:

That the Statement of Financial Activity, as included at Attachment 9.1.2A, for the Shire of Cuballing for period ending 31 March 2025 be received.

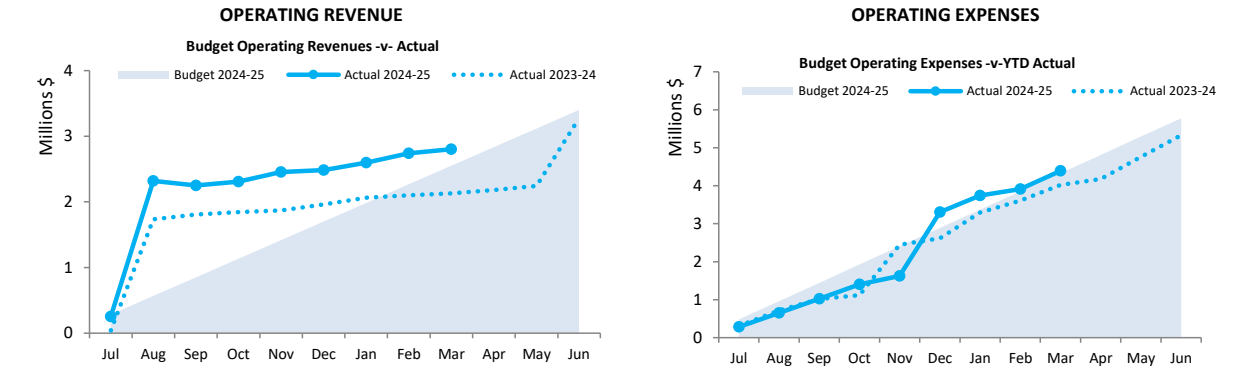
SHIRE OF CUBALLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 March 2025

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

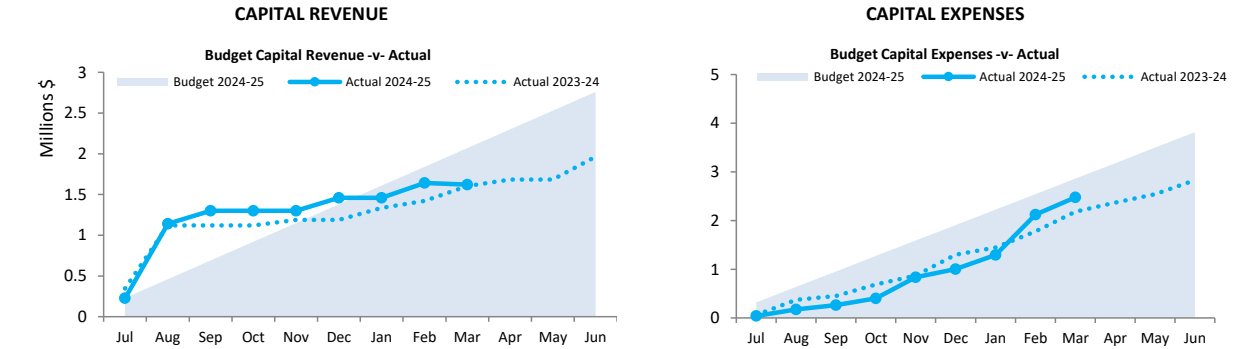
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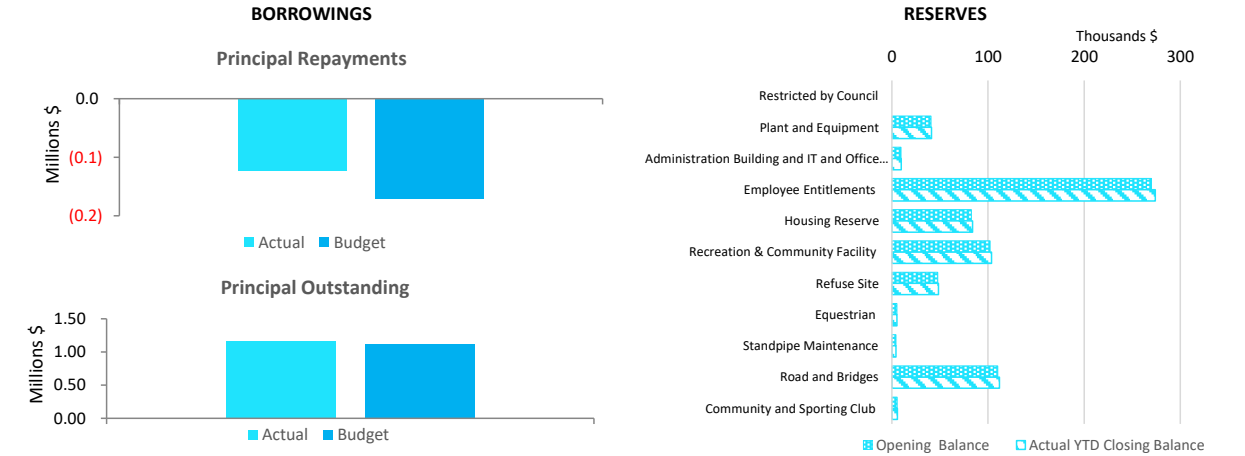
OPERATING ACTIVITIES



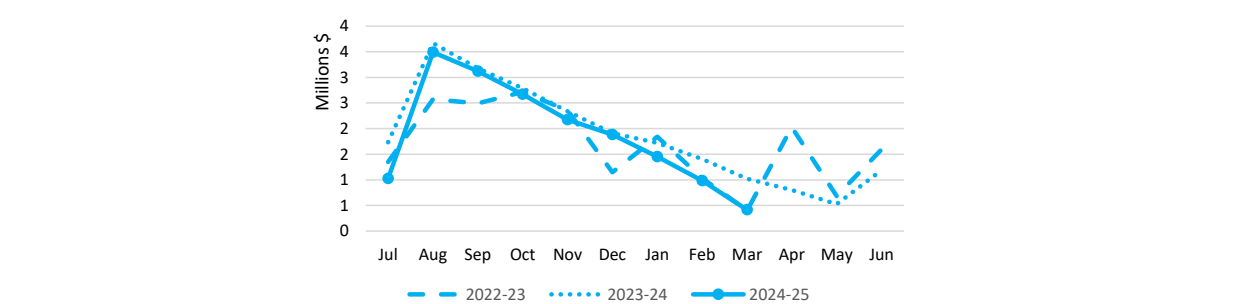
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.90 M	\$0.90 M	\$0.90 M	\$0.00 M
Closing	\$0.02 M	\$0.84 M	\$0.42 M	(\$0.43 M)

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$0.88 M	% of total		\$0.08 M	% Outstanding		\$0.08 M	% Collected
Unrestricted Cash	\$0.15 M	16.5%	Trade Payables	\$0.04 M		Rates Receivable	\$0.21 M	88.7%
Restricted Cash	\$0.73 M	83.5%	0 to 30 Days		100.0%	Trade Receivable	\$0.08 M	% Outstanding
			Over 30 Days		0.0%	Over 30 Days		44.3%
			Over 90 Days		0%	Over 90 Days		\$ M

Refer to Note 2 - Cash and Financial Assets

Refer to Note 5 - Payables

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.05 M	\$0.49 M	\$0.44 M	(\$0.04 M)

Refer to Statement of Financial Activity

Rates Revenue			Operating Grants and Contributions			Fees and Charges		
YTD Actual	\$1.75 M	% Variance	YTD Actual	\$0.49 M	% Variance	YTD Actual	\$0.41 M	% Variance
YTD Budget	\$1.70 M	3.0%	YTD Budget	\$0.88 M	(44.0%)	YTD Budget	\$0.32 M	25.8%

Refer to Statement of Financial Activity

Refer to Note 11 - Operating Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.67 M)		(\$0.79 M)	(\$0.79 M)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.06 M	%	YTD Actual	\$2.48 M	% Spent	YTD Actual	\$1.62 M	% Received
Amended Budget	\$0.06 M	0.0%	Amended Budget	\$3.33 M	(25.7%)	Amended Budget	\$2.60 M	(37.7%)

Refer to Note 6 - Disposal of Assets

Refer to Note 7 - Capital Acquisitions

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.26 M)	(\$0.01 M)	(\$0.13 M)	(\$0.12 M)

Refer to Statement of Financial Activity

Borrowings			Reserves		
Principal repayments	\$0.12 M		Reserves balance	\$0.69 M	
Interest expense	\$0.02 M		Interest earned	\$0.01 M	
Principal due	\$1.16 M				

Refer to Note 8 - Borrowings

Refer to Note 9 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2025

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

BY NATURE OR TYPE

	Ref Note	Amended Budget (a)	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	898,884	898,884	898,884	0	0.00%	
Revenue from operating activities							
Rates		1,686,395	1,695,142	1,745,238	50,096	2.96%	
Operating grants, subsidies and contributions	11	1,090,656	882,002	493,827	(388,175)	(44.01%)	▼
Fees and charges		405,273	321,953	405,112	83,159	25.83%	▲
Interest earnings		65,067	48,789	76,982	28,193	57.79%	▲
Other revenue		101,270	85,918	72,064	(13,854)	(16.12%)	▼
Profit on disposal of assets	6	9,377	9,377	9,378	1	0.01%	
		3,358,038	3,043,181	2,802,601	(240,580)	(7.91%)	
Expenditure from operating activities							
Employee costs		(1,347,364)	(1,020,181)	(886,228)	133,953	13.13%	▲
Materials and contracts		(1,458,983)	(1,119,073)	(1,038,199)	80,874	7.23%	
Utility charges		(125,903)	(84,272)	(101,436)	(17,164)	(20.37%)	▼
Depreciation on non-current assets		(2,692,301)	(2,050,370)	(2,045,514)	4,856	0.24%	
Interest expenses		(45,784)	(27,748)	(18,304)	9,444	34.03%	▲
Insurance expenses		(225,390)	(219,499)	(225,390)	(5,891)	(2.68%)	
Other expenditure		(93,080)	(77,936)	(70,735)	7,201	9.24%	
Loss on disposal of assets	6	(4,238)	(4,013)	(4,238)	(225)	(5.61%)	
		(5,993,043)	(4,603,092)	(4,390,044)	213,048	(4.63%)	
Non-cash amounts excluded from operating activities	1(a)	2,687,162	2,045,006	2,031,282	(13,724)	(0.67%)	
Amount attributable to operating activities		52,157	485,095	443,839	(41,256)	(8.50%)	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	2,600,045	2,102,510	1,620,582	(481,928)	(22.92%)	▼
Proceeds from disposal of assets	6	62,212	56,961	62,213	5,252	9.22%	
Payments for property, plant and equipment and infrastructure	7	(3,334,681)	(2,689,109)	(2,476,243)	212,866	7.92%	
Amount attributable to investing activities		(672,424)	(529,638)	(793,448)	(263,810)	49.81%	
Financing Activities							
Proceeds from new debentures	8	0	187,497	0	(187,497)	(100.00%)	▼
Transfer from reserves	9	14,000	0	0	0	0.00%	
Repayment of debentures	8	(171,275)	(124,991)	(123,460)	1,531	1.22%	
Transfer to reserves	9	(105,851)	(72,594)	(9,932)	62,662	86.32%	▲
Amount attributable to financing activities		(263,126)	(10,088)	(133,392)	(123,304)	1,222.28%	
Closing funding surplus / (deficit)	1(c)	15,491	844,253	415,883	(428,370)	50.74%	▼

KEY INFORMATION

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

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

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

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

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 April 2025

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(9,377)	(9,377)	(9,378)
Less: Movement in liabilities associated with restricted cash		0	0	3,956
Movement in pensioner deferred rates (non-current)		0	0	(13,048)
Add: Loss on asset disposals	6	4,238	4,013	4,238
Add: Depreciation on assets		2,692,301	2,050,370	2,045,514
Total non-cash items excluded from operating activities		2,687,162	2,045,006	2,031,282

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Amended Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 March 2025
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(677,913)	(677,911)	(687,843)
Add: Borrowings	8	171,275	171,275	47,815
Add: Provisions employee related provisions	10	256,648	270,021	273,977
Total adjustments to net current assets		(249,990)	(236,615)	(366,051)

(c) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	2	1,552,524	1,655,766	878,187
Rates receivables	3	108,074	133,347	211,546
Receivables	3	141,361	191,939	84,895
Other current assets	4	22,043	47,777	41,158

Less: Current liabilities

Payables	5	(74,011)	(308,886)	(84,171)
Borrowings	8	(171,275)	(171,275)	(47,815)
Contract liabilities	10	(177,560)	(156,521)	(45,218)
Provisions	10	(256,648)	(256,648)	(256,648)

Less: Total adjustments to net current assets	1(b)	(249,990)	(236,615)	(366,051)
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Closing funding surplus / (deficit)		894,518	898,884	415,883
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CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Cash at Bank		(6,878)	45,218	38,340	0	NAB	TBA	N/A
Municipal Cash Investments (Online and at call account)		139,803	0	139,803	0	NAB	TBA	N/A
Term Deposits - Restricted Funds		1,584	687,843	689,427	0	NAB	TBA	TBA
Term Deposits - Unrestricted Funds		9,917	0	9,917	0	NAB	TBA	TBA
Petty Cash		700	0	700	0	N/A	N/A	N/A
Total		145,126	733,061	878,187	0			
Comprising								
Cash and cash equivalents		145,126	733,061	878,187	0			
		145,126	733,061	878,187	0			

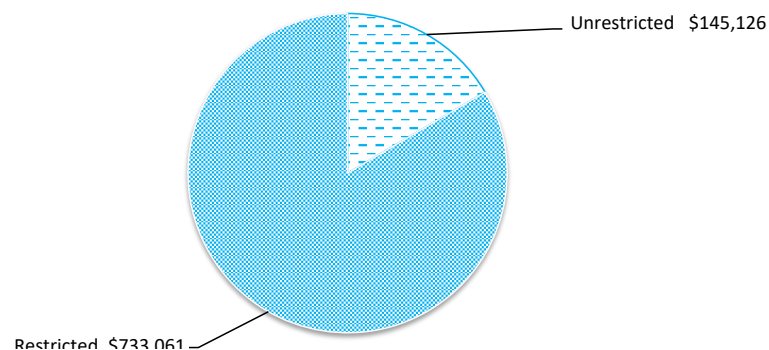
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

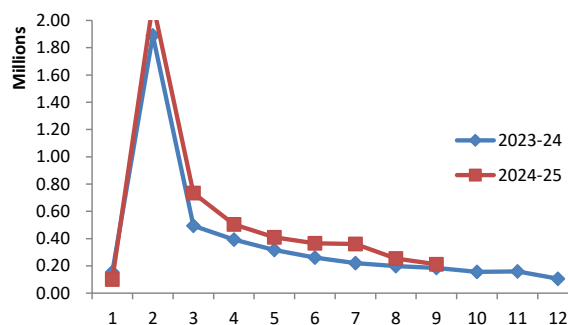
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 June 2024	31 Mar 2025
	\$	\$
Opening arrears previous years	173,082	133,347
Levied this year	1,831,638	1,745,238
Less - collections to date	(1,871,373)	(1,667,039)
Gross rates collectable	133,347	211,546
Net rates collectable	133,347	211,546
% Collected	93.3%	88.7%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,798)	49,112	27,849	1,198	8,533	84,894
Percentage	-2.12%	57.85%	32.80%	1.41%	10.05%	100.00%
Balance per trial balance						
Sundry receivable						84,894
GST receivable						1
Total receivables general outstanding						84,895

Amounts shown above include GST (where applicable)

KEY INFORMATION

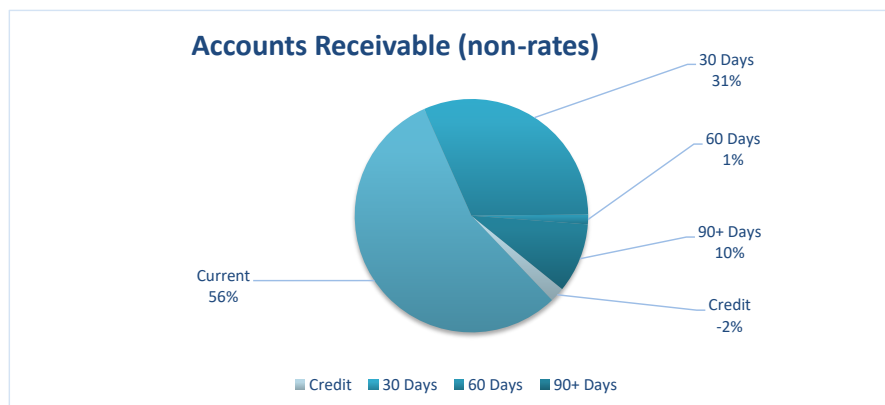
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 March 2025
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	16,343	0	0	16,343
Other Assets				
Prepayments	5,700	0	(5,700)	0
Accrued income	25,734	0	(919)	24,815
Total other current assets	47,777	0	(6,619)	41,158
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

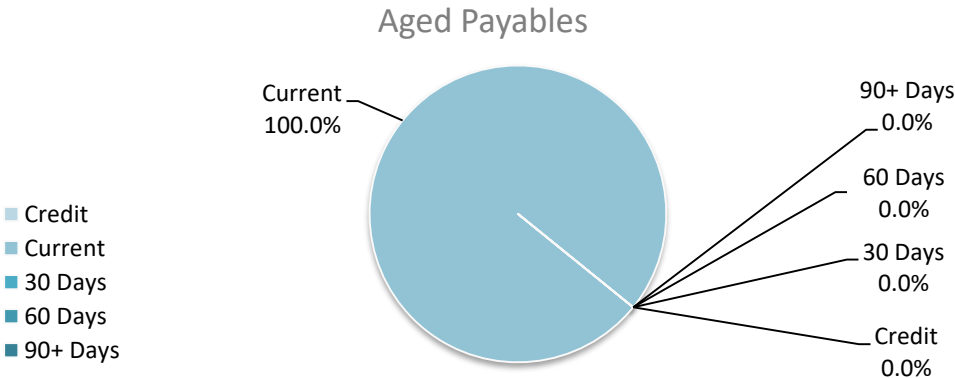
Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	60,275	0	0	0	60,275
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						43,472
ATO liabilities						0
Bonds & Deposits						10,779
Prepaid Rates						29,920
Total payables general outstanding						84,171
Amounts shown above include GST (where applicable)						

KEY INFORMATION

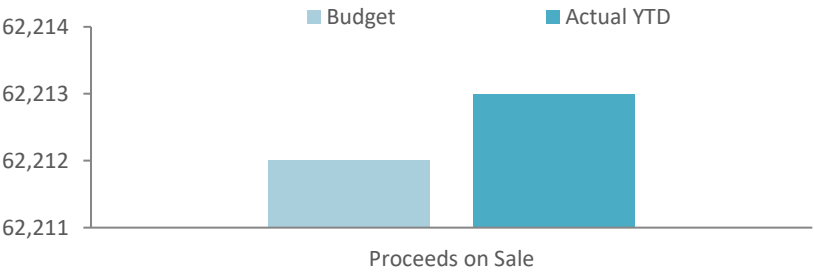
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Hino Truck	22,673	22,894	221	0	22,500	21,849	0	(651)
	DCEO Vehicle	16,000	21,818	5,818	0	14,623	24,000	9,377	0
	Dual Cab Utility	18,400	17,500	0	(900)	19,950	16,364	0	(3,586)
		57,073	62,212	6,039	(900)	57,073	62,213	9,377	(4,237)



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Land				0
Land - vested in and under the control of Council				0
Buildings	194,022	155,210	93,086	(62,124)
Furniture and equipment	79,200	59,391	0	(59,391)
Plant and equipment	250,545	226,930	250,366	23,436
Infrastructure - roads	2,675,228	2,145,824	2,117,949	(27,875)
Infrastructure - bridges	40,000	29,997	14,050	(15,947)
Infrastructure - parks, ovals & playgrounds	95,686	71,757	792	(70,965)
Payments for Capital Acquisitions	3,334,681	2,689,109	2,476,243	(212,866)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	2,600,045	2,102,510	1,620,582	(481,928)
Borrowings	0	187,497	0	(187,497)
Other (disposals & C/Fwd)	62,212	56,961	62,213	5,252
Contribution - operations	686,424	342,141	793,448	451,307
Capital funding total	3,334,681	2,689,109	2,476,243	(212,866)

SIGNIFICANT ACCOUNTING POLICIES

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

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

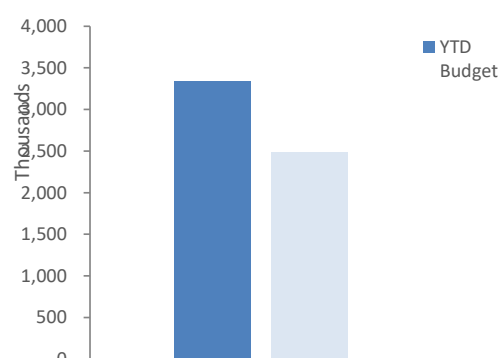
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

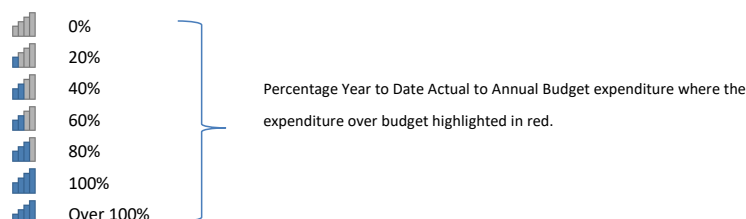
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



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

Account Description		Amended		Variance Under/(Over)
		Budget	YTD Budget	
		\$	\$	\$
Land & Buildings				
C214	Land Purchase - Light Industrial Area	0	0	0
J4114D	Administration Office Refurbishment	30,000	22,500	15,100
C084	Aged Persons Accommodation Capital Expense	38,822	38,822	0
11057	CCTV Camera's	20,000	14,994	(7)
C215	Popanyinning School House (Lrci Funding)	35,000	26,244	(5,619)
C162	Cuballing Town Hall - Capital Works	60,000	45,000	45,000
C173	Skate Park Refurbishment	10,200	7,650	7,650
Total Buildings		194,022	155,210	62,124
Furniture & Equipment				
04270	Capital Expenditure - Furniture & Equipment	79,200	59,391	59,391
Total Furniture & Equipment		79,200	59,391	59,391
Plant & Equipment				
12416	Capital Expenditure - Plant & Equipment - Hino Truck	101,000	101,000	254
04267	Capital Expenditure - Plant & Equipment - DCEO Vehicle	35,909	26,928	(8,981)
12406	Capital Purchase - Dual Cab Utility	55,136	55,136	0
12431	Outfront Mower & Trailer	53,000	39,744	(13,636)
12432	Blitumen Emulsion Trailer	5,500	4,122	(1,073)
Total Plant & Equipment		250,545	226,930	(23,436)
Roads				
R001G	Rrg - Stratherne Road Reconstruction 24/25	494,995	435,743	(90,184)
RTR139	Roads To Recovery - Darcy Street	296,656	222,462	178,465
RTR095	Roads To Recovery - Alton Street	237,962	178,443	154,390
WF007R	Wsfm - 2023/24 Cuballing East Rd Final Seal	165,550	124,155	(38,569)
WSF008	Wsfm - Cuballing East Reconstruction Slk'S 0.10 - 10.48 & 2.42 - 12.80	1,339,546	1,079,640	(275,252)
WSF007L	Cuballing East Road - 24/25 Line Marking	100,000	74,997	74,997
WF129D	Wsfm - 2022/23 Narrogin Wandering Road-Development	40,519	30,384	24,028
Total Roads		2,675,228	2,145,824	27,875
Bridges				
11214	Bridge Improvements - Capital Upgrades	40,000	29,997	15,947
Total Bridges		40,000	29,997	15,947
Parks, Ovals & Playgrounds				
C207	Heritage Walk Trail	15,000	11,250	11,250
C216	Popanyinning Recreation Grounds	80,686	60,507	59,715
Total Parks, Ovals & Playgrounds		95,686	71,757	70,965
Other Infrastructure				
C201	Cuballing Railway Reserve	0	0	0
C222	Cuballing Town Centre Master Plan	0	0	0
Total Other Infrastructure		0	0	0
TOTAL CAPITAL EXPENDITURE		3,334,681	2,689,109	212,866

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare										
Aged Accommodation	56	781,151	0	0	(37,241)	(75,330)	743,910	705,821	(12,738)	(31,410)
Transport										
Grader	67	407,025	0	0	(78,191)	(79,722)	328,834	327,303	(5,210)	(10,704)
Other property and services										
Austral Land	64	100,111	0	0	(8,028)	(16,223)	92,083	83,888	(357)	(3,669)
Industrial Land	68		0	0	0	0	0	0	0	0
Total		1,288,287	0	0	(123,460)	(171,275)	1,164,827	1,117,012	(18,305)	(45,783)
Current borrowings		171,275					47,815			
Non-current borrowings		1,117,012					1,117,012			
		1,288,287					1,164,827			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2024, nor is it expected to have unspent funds as at 30th June 2025.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**OPERATING ACTIVITIES
NOTE 9
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Plant and Equipment	40,658	1,823	596	60,000	0	0	0	102,481	41,254
Administration Building and IT and Office Equipment	9,598	428	141	0	0	(9,000)	0	1,026	9,739
Employee Entitlements	270,021	12,150	3,956	0	0	0	0	282,171	273,977
Housing Reserve	82,622	3,690	1,210	0	0	0	0	86,312	83,832
Recreation & Community Facility	102,174	0	1,497	20,000	0	0	0	122,174	103,671
Refuse Site	47,647	2,138	698	0	0	0	0	49,785	48,345
Equestrian	5,151	230	75	0	0	(5,000)	0	381	5,226
Standpipe Maintenance	4,295	194	63	0	0	0	0	4,489	4,358
Road and Bridges	110,168	4,950	1,614	0	0	0	0	115,118	111,782
Community and Sporting Club	5,577	248	82	0	0	0	0	5,825	5,659
	677,911	25,851	9,932	80,000	0	(14,000)	0	769,762	687,843

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2025
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Capital grant/contribution liabilities		156,521	0	0	(111,303)	45,218
Total other liabilities		156,521	0	0	(111,303)	45,218
Employee Related Provisions						
Annual leave		130,498	0	0		130,498
Long service leave		126,150	0	0		126,150
Total Employee Related Provisions		256,648	0	0	0	256,648
Total other current assets		413,169	0	0	(111,303)	301,866
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

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

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

NOTE 11

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget	YTD	YTD
	1 July 2024		(As revenue)	31 Mar 2025	31 Mar 2025	Revenue	Budget	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
Income - Grant - Traineeship Incentives	35,596	0	(11,278)	24,318	0	35,596	26,694	11,278
General purpose funding								
Income - Grants Commission	0	0	0	0	0	312,034	234,018	63,039
Law, order, public safety								
Income - Fire Prevention - Grants	0	0	0	0	0	109,083	92,090	96,093
Income Fire Mitigation Grants	0	0	0	0	0	182,400	136,800	91,200
Income - DFES Aware Grant	20,900	0	0	20,900	0	20,900	15,669	0
Recreation and culture								
Income - Youth Activity Funding	0	0	0	0	0	1,000	747	0
Income - Community Development & Events	0	0	0	0	0	19,000	14,247	14,091
Community Development & Events - Grants	0	0	0	0	0	6,000	4,500	4,000
Community Development & Events - Other	0	0	0	0	0	0	0	0
Income - Cuby Groovefest	14,091	0	(14,091)	0	0	88,448	88,448	55,936
Transport								
Income - Grant - MRWA Direct	0	0	0	0	0	126,580	126,580	126,580
Income - Grants Commission Local Road Grant	0	0	0	0	0	189,615	142,209	31,610
	70,587	0	(25,369)	45,218	0	1,090,656	882,002	493,827

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

NOTE 12
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2025	Current Liability 31 Mar 2025	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
General purpose funding								
Income - LRCI Community Infrastructure Grant - Commonwealth	0	0	0	0	0	0	0	0
Income - Phase 2 Community Infrastructure Grant - LRCI	0	0	0	0	0	0	0	0
Income - Phase 3 community Infrastructure Grant - LRCI	0	0	0	0	0	70,593	52,938	0
Income - LRCI Phase 4	0	0	0	0	0	247,768	185,823	148,661
Transport								
Regional Road Grants	0	0	0	0	0	329,996	329,996	317,330
Wheatbelt Secondary Freight Network	0	0	0	0	0	1,524,152	1,213,110	1,076,636
WSFN - Income Wandering Narrogin Road	0	0	0	0	0	0	0	0
Dept. of Infrastructure - LRCI Funding - Phase 4 - Part B	0	0	0	0	0	142,918	107,181	77,955
2022/23 Cuballing East Road Wheatbelt Secondary Freight	85,934	0	(85,934)	0	0	0	0	0
Roads to Recovery	0	0	0	0	0	284,618	213,462	0
	85,934	0	(85,934)	0	0	2,600,045	2,102,510	1,620,582

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 Mar 2025
	\$	\$	\$	\$
Cuballing Cricket Club	200	0	0	200
Department of Transport - Licensing	8,374	237,288	(233,898)	11,764
	8,574	237,288	(233,898)	11,964

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 14
BUDGET AMENDMENTS**

Proposed amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Budget Adoption							15,491
	Opening Surplus(Deficit)	2025/23	Opening Surplus(Deficit)			4,366	19,857
05150	Income - Fire Prevention - Grants	2025/23	Operating Revenue		41,123		60,980
11703	Income - Cuby Groovefest	2025/23	Operating Revenue			(35,643)	25,337
04249	Income - Profit on Disposal of Assets	2025/23	Operating Revenue	9,377			25,337
12451	Income - Profit on Disposal of Assets	2025/23	Operating Revenue	(10,818)			25,337
13455	Income - Standpipe - Charges	2025/23	Operating Revenue			(55,000)	(29,663)
03170	Income - Rate Legal Costs Recovered	2025/23	Operating Revenue		10,000		(19,663)
14555	Income - Less Workers Compensation Claimed	2025/23	Operating Revenue		30,000		10,337
12163	Regional Road Grants	2025/23	Operating Revenue			(66,667)	(56,329)
12164	Wheatbelt Secondary Freight Network	2025/23	Operating Revenue			(93,333)	(149,663)
04253	Income - Proceeds on Disposal of Assets	2025/23	Operating Revenue		24,000		(125,663)
12480	Income - Proceeds on Disposal of Assets	2025/23	Operating Revenue			(28,106)	(153,768)
04232	Expenditure - Fringe Benefits Tax - Admin	2025/23	Operating Expenses			(10,000)	(163,768)
14505	Expenditure - Gross Salaries & Wages	2025/23	Operating Expenses			(30,000)	(193,768)
03101	Expenditure - Legal Fees	2025/23	Operating Expenses			(10,000)	(203,768)
04293	Expenditure - Computer Equipment - Mtnce	2025/23	Operating Expenses			(30,000)	(233,768)
05106	Expenditure - Fire Fighting and Firebreaks	2025/23	Operating Expenses			(25,000)	(258,768)
05107	Expenditure - Clothing and Accessories	2025/23	Operating Expenses			(5,000)	(263,768)
10610	Expenditure - Town Planning Consultant	2025/23	Operating Expenses			(5,000)	(268,768)
11120	Expenditure - Maintenance Cuballing Rec Centre & Oval	2025/23	Operating Expenses			(8,017)	(276,785)
11705	Community Events	2025/23	Operating Expenses			(61,441)	(338,226)
14320	Expenditure - Parts & Repairs	2025/23	Operating Expenses		40,927		(297,299)
13410	Expenditure - Standpipe costs	2025/23	Operating Expenses		40,000		(257,299)
14399	Expenditure - Depreciation - Other Property and Services Plant	2025/23	Operating Expenses	(125,000)			(257,299)
13461	Interest on Loans - Loan 68 Industrial Land	2025/23	Operating Expenses		7,500		(249,799)
04238	Expenditure- Insurance Administration	2025/23	Operating Expenses		6,941		(242,858)
12402	Expenditure - Loss on Disposal of Assets	2025/23	Operating Expenses	(3,338)			(242,858)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 14
BUDGET AMENDMENTS**

Proposed amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
C084	Aged Persons Accommodation Capital Expense	2025/23	Capital Expenses			(38,822)	(281,680)
C214	Land Purchase - Light Industrial Area	2025/23	Capital Expenses		250,000		(31,680)
C219	Admin Office Phone System	2025/23	Capital Expenses		2,500		(29,180)
12416	Capital Expenditure - Plant & Equipment - Hino Truck	2025/23	Capital Expenses		7,864		(21,316)
R001G	Rrg - Stratherne Road Reconstruction 24/25	2025/23	Capital Expenses		100,000		78,684
WSF008	Wsfm - Cuballing East Reconstruction Slk'S 0.10 - 10.48 & 2.42 - 12.4	2025/23	Capital Expenses		100,000		178,684
C201	Cuballing Railway Reserve	2025/23	Capital Expenses		30,000		208,684
C222	Cuballing Town Centre Master Plan	2025/23	Capital Expenses		30,000		238,684
72800	Equestrian Reserve	2025/23	Capital Revenue		5,000		243,684
12434	Loan 56 Principal Repayment	2025/23	Capital Revenue		21,808		265,491
12195	Income - New Loan Borrowings	2025/23	Capital Revenue			(250,000)	15,491
				(129,779)	747,663	(747,663)	15,491

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2024-25 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Timing/Permanent	Explanation of positive variances
				Comments
	\$	%		
Opening funding surplus / (deficit)	0	0.00%		
Revenue from operating activities				
Rates	50,096	2.96%	Timing	Provision for rates still to be written off
Operating grants, subsidies and contributions	(388,175)	(44.01%) ▼	Timing	Mostly timing relating to Financial Assistance Grants budgeted over a 12 month period
Fees and charges	83,159	25.83% ▲	Timing	Mostly timing. Refer to Note 14 for adjustment made to reduction in water reimbursements
Interest earnings	28,193	57.79% ▲	Timing	Additional interest from rate repayments and other municipal investments
Other revenue	(13,854)	(16.12%) ▼	Timing	Additional costs allocated for legal fees associated with recovery of rates
Profit on disposal of assets	1	0.01%		Not Material
Expenditure from operating activities				
Employee costs	133,953	13.13% ▲	Timing	Mostly timing relating to allocation of outside staff wages to capital projects in early months
Materials and contracts	80,874	7.23%	Timing	Current favourable variance due to budget profiling. Refer to Note 14 for provision made for additional costs to be incurred
Utility charges	(17,164)	(20.37%) ▼	Timing	Standpipe water usage
Depreciation on non-current assets	4,856	0.24%	Timing	Not Material
Interest expenses	9,444	34.03% ▲	Timing	Interest relating to loan for industrial land
Insurance expenses	(5,891)	(2.68%) ▼	Timing	Minor costs saving with annual premiums
Other expenditure	7,201	9.24%	Timing	Not Material
Loss on disposal of assets	(225)	(5.61%) ▼	Timing	Not Material
Non-cash amounts excluded from operating activities	(13,724)	(0.67%) ▼	Timing	Not Material
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(481,928)	(22.92%) ▼	Timing	Timing of WSFN, RRG & RTR funded projects
Proceeds from disposal of assets	5,252	9.22%	Timing	Additional proceeds from auction
Payments for property, plant and equipment	212,866	7.92%	Timing	Timing of WSFN, RRG & RTR funded projects. Refer to Note 14 for permanent amendments for revised costs for RRG & WSFN projects
Non-cash amounts excluded from investing activities	0	0.00%		Not Applicable
Financing activities				
Proceeds from new debentures	(187,497)	(100.00%) ▼	Timing	Industrial Land loan
Transfer from reserves	0	0.00%		Not Applicable
Payments for principal portion of lease liabilities	0	0.00%		Not Applicable
Repayment of debentures	1,531	1.22%		Not Material
Transfer to reserves	62,662	86.32% ▲	Timing	Reserves transfers to be completed in June
Closing funding surplus / (deficit)	(428,370)	50.74%		As per explanations above

9.2 **CHIEF EXECUTIVE OFFICER:**

9.2.1 Draft Local Heritage Survey and Heritage List

File Ref. No:	ADM35
Disclosure of Interest:	Nil
Date:	8 April 2025
Author:	Chris Paget – Chief Executive Officer
Attachments:	Draft Local Heritage Survey Consultant's Report Local Heritage Survey Draft Heritage List Guidelines for the Assessment of Local Heritage Places

Summary

For Council to endorse the draft Local Heritage Survey (LHS) and Municipal Heritage List for the purpose of undertaking public advertising and comment.

Background

The purpose of the Heritage Survey is to identify the significant heritage places within the Shire of Cuballing. Inclusion in the Heritage Survey does not require any modification or conservation to occur.

Drawn from the Heritage Survey is the Heritage List. The key purpose of a Heritage List is to identify highly significant places on the Local Heritage Survey that are worthy of built heritage conservation. The Local Planning Policy for Heritage List Places protects the significant parts of these heritage places.

In early 2023 The Shire was successful in applying for a grant for \$4,300 from the Department of Planning, Lands and Heritage for the review of our Municipal Heritage Inventory (now Local Heritage Survey) and Heritage List. These documents had not been reviewed for a substantial period of time.

Laura Gray from Heritage Intelligence was engaged by the previous CEO back in March 2023 to review the Local Heritage Survey and Heritage List and undertake the community consultation process, which occurred throughout that year and into early 2024.

Comment

The review of the Local Heritage Survey and Heritage List is substantially overdue. This comprehensive review aligns these documents with the updated legislation as well as updating the relevant information for increased accuracy and adds new heritage places that have not been previously included. Councillors were provided with the draft copy of the documents back in March, and two additional local heritage locations have already been identified for inclusion in the list.

Consultation

Heritage Intelligence has engaged with the community and with key stakeholders to develop this draft Local Heritage Survey and Heritage List.

Should Council endorse the draft Local Heritage Survey and Heritage List for public consultation, the documents will be advertised for a minimum of 21 days in accordance with the Guidelines for Local Heritage Surveys (2022) and Planning and Development (Local Planning Schemes) Regulations 2015 by:

- Sending letters owners of places on the draft Local Heritage Survey and Heritage List.
- Placing a public notice on the Shire's website and notice board and in the Cuby News.
- Displaying information on the Shire of Cuballing website and Facebook page.

Officers will review the Local Heritage Survey and Heritage List in light of any submissions prior to presenting the document to Council for final adoption.

Statutory Environment

Heritage Act 2018 – Part 8 Local Heritage Surveys

The *Heritage Act 2018* requires a local government to prepare a Local Heritage Survey (previously known as a Heritage Inventory under the previous Act). The purpose of a Local Heritage Survey includes:

- (a) identifying and recording places that are, or may become, of cultural heritage significance in its district;
- (b) assisting the local government in making and implementing decisions that are in harmony with cultural heritage values;
- (c) providing a cultural and historical record of its district;
- (d) providing an accessible public record of places of cultural heritage significance to its district; and
- (e) assisting the local government in preparing a heritage list or list of heritage areas under a local planning scheme.

The adopted Local Heritage Survey must be made available to the public and provided to the Heritage Council.

Planning and Development (Local Planning Schemes) Regulations 2015 - Heritage List

Local Governments are required to establish and maintain a Heritage List under Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015. The purpose of the Heritage List is to identify and afford protection to places that are of considerable or exceptional cultural heritage significance.

Prior to adding, removing or amending a place on the Heritage List the owner and occupier of the place must be notified and provided a minimum of 21 days to make a submission. Following this consultation, a Council resolution is required to include, remove or amend a place on the Heritage List.

Provisions for developing a Heritage Listed Place

Any modifications to a place on the Heritage List, that are not considered maintenance, require development approval in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015. This allows for an assessment to be undertaken to determine the impact of the proposal on the heritage value of the place.

The Planning and Development (Local Planning Schemes) Regulations 2015 also allow local planning scheme provisions, such as setbacks or site cover, to be varied to facilitate the conservation of a heritage protected place or to enhance or preserve the heritage values of a heritage area.

Policy Implications

State Planning Policy 3.5 Historic Heritage Conservation

This Policy sets out the principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. It states that each local government should identify places of local heritage significance through a Heritage Inventory (now known as a Local Heritage Survey) in accordance with assessment criteria and other relevant guidelines

published by the Heritage Council. The local government survey may be used to assist in identifying places for inclusion in Heritage Lists and Heritage Area's under the Local Planning Scheme. The survey does not have statutory force and effect in terms of planning controls.

The Guidelines for Local Heritage Surveys 2022 contains information on the preparation and review of a Local Heritage Survey and is attached. This review is mandated by the Heritage Act 2018.

Financial Implications

Nil

Strategic Implications

Shire of Cuballing Strategic Community Plan 2023-2033:

Social

- A place where people of all ages, abilities and stages of life are active and connected.

Built Environment

- People and goods can move easily in and around the Shire, which is well planned for community needs, respecting the past and building the future.

Governance

- Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.
- Enhancing community information and engagement.

Voting Requirements

Simple majority

OFFICER'S RECOMMENDATION:

That Council:

- 1. Endorse the draft Local Heritage Survey for public consultation in accordance with the Guidelines for Local Heritage Surveys 2022.**
- 2. Endorse the draft Heritage List as updated for public consultation in accordance with the Planning and Development (Local Planning Scheme) Regulations 2015.**



SHIRE OF CUBALLING

LOCAL HERITAGE SURVEY 2024

A review of the Shire of Cuballing's 1997 Municipal Inventory of Heritage Places

Appendix 1 LHS places

DRAFT for comment 2024

Refer to PRIMARY REPORT



HERITAGE INTELLIGENCE (WA)

Laura Gray JP M. ICOS B. Architecture (hons)

LOCAL HERITAGE SURVEY 2024 (draft)

TABLE OF PLACES

A number of new places and sites have been identified and listed in the Local Heritage Survey.

The Local Heritage Survey List is presented in alphabetical order of towns and districts.

Refer to Primary report for Appendix 1 for details of the overall report.

The detailed table of place records are listed hereunder.

No.	Photograph	inHerit #	Place Name	Address	History/significance	Cat
			COMMODINE			
1		7228	SITE Commodine School	Pauley Road	<u>Significance</u> The site of Commodine School represents the early development of the district, when small settlements developed and schools were required and declined as enrolments fluctuated as buses transferred students to the major service centres for the district. <u>History</u> After a request to the local MLA in 1918 requesting his help in establishing a school for 12 children in the area, a reserve (15462) was allocated but the school did not eventuate. After another attempt in 1921, the Public Works Department relocated the former the Gnorlarling Soak school to Commodine, and opened in March 1932. It closed in 1936 due to the struggle of low attendance. Mr W. F. Watts, a local farmer, purchased the school in 1938. Plaques for each school were established after meetings and reunions. 1991 Commodine School	4
2		7229	SITE Commodine Tennis Club	Pauley Road	<u>Significance</u>	4

					The site of the Commodine Tennis Club is of historical and social interest as a place of recreation and socialising in the community. <u>History</u> The tennis club existed from 1908 although no early records. In 1939, a third court was laid. Tennis club members ran dances for the Red Cross during the War. In 1953, the tennis club members resurfaced the three courts in one day. A new shed was built in 1956, added in 1962, and modernised in 1971. In 1981 the membership was at a high of 66 people, in high spirits. Twilight tennis ended in 1983, and the club had their last tournament in 1987. The club closed in 1991. With \$3,000 in their account at closure they formed the Commodine Endowment Fund- part of the interest to Narrogin Senior High School for a sporting achievement Award prize annually since 1992.	
3		7227	SITE 12 Mile Camp & Well	Pauley & Murphy roads (NE cnr)	<u>Significance</u> The site of 12 Mile Camp & Well has historic value in representing the importance of regular water supplies along well travelled routes, and for travellers and the early settlers. <u>History</u> A reliable water source was critical to early settlers and travellers. The government sunk wells along well travelled routes to provide people, and their stock, with water. The well is timber lined and is approximately 0.5 m wide, 1.20 m long and 2 metres deep.	4
4		7235	SITE Wills Pool	Hotham River & Commodine Creek	<u>Significance</u> <u>History</u>	4
			CUBALLING			
5			SITE Cuballing town		<u>Significance</u>	4

					The site of Cuballing town is historically significant, gazetted in 1899, in demise by the 1920s, and revived over the ensuing decades. <u>History</u> On 3 February 1899 the town was gazetted when the railhead had arrived from the east. By 1920 the town's population was on the move to Narrogin, with their houses being relocated. By 1929 the school had closed due to not enough students. In the 1970s, the Church of England closed, and the railway station had been downgraded. However in c.1990 the Cemetery re-opened, and the war memorial was established.	
6		615	Cuballing Hotel (former) Cuballing Tavern	71 Alton Street	<u>Significance</u> The former Cuballing Hotel (is of historical, social and aesthetic significance. It represents the Australian Pub tradition as a two-storey hotel with a veranda over the pavement , presenting a dominant streetscape element. <u>History</u> The original hotel was built by James Fitt for Edward Barron in 1891. It is also noted that William McKenzie was the owner occupier of the Wayside House in Cuballing Pool in 1891. Cuballing Pool Hotel was a timber framed corrugated iron roof, 7 room hotel with kitchen and other services at the rear. In 1896, Edward Barron took over the licence, and called it Bullara Hotel. In 1903, extensive additions by way of a new brick single storey hotel was built after the previous hotel was mostly destroyed in a storm. B. H. Dods was the architect for Mr. E. Edmeades, of Northam. The new host, Savage, prepared a banquet in the dining room for a visit by Sir John Forrest. In 1912 a second storey was added, comprising 11 bedrooms and a bathroom. With a roof tiled with clay tiles from France. In c.1903 the name reverted to Cuballing hotel, and in the 1960s; Cuballing Tavern.	2
7		NEW	SITE Cuballing Carriage Works		<u>Significance</u>	4

					The site of Cuballing Carriage Works is historically of interest as one of the early businesses in town that was associated with non-mechanical transport. <u>History</u> Mr Fitt built a new store shed and front office for George Lodge who sold it to Mouritz,. Lodge and Reynolds, agents for Stelli Bros. After the carriage works were gone, a new build for Lodge and Reynolds was an elaborate storage shed for auctioneering and stock trading agencies, also brokers for the Cuballing Flour Mill. The timber floor was also used as a rollers skating rink. In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	
8		NEW	SITE Turners General Store	73 Alton Street	<u>Significance</u> The site of Turners General Store is historically of interest as one of the early businesses in town. <u>History</u> Fred Turner established the store in 1910, when into partnership with Mr Rutter in 1912, and sold it to Bee's in 1919. They operated it for 25 years 5am-6pm daily, they provided overseas newspapers, posted daily: especially sporting and cricket events. In 1946, Reg Kerr took over; he was a JP and Road Board Secretary, followed by Bill and Iren Gordon in 1950 who stayed for 16 years also doing the mail run and Moores for stores. In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	4
9		NEW	SITE Bakery	73 Alton Street	<u>Significance</u> The site of the bakery is historically of interest as one of the early businesses in town.	4

					<u>History</u> In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	
10		NEW	SITE Peter's General Store	75 Alton Street	<u>Significance</u> The site of Peter's General Store is historically of interest as one of the early businesses in town. <u>History</u> Established in the late 1890s, it closed in 1914. It remained empty until Fred Turner purchased in 1920 and leased it to Baumgurtel, setting up in opposition with Bees who bought the store and closed it down utilising it for storage. In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	4
11		NEW	SITE Coffee Palace	77 Alton Street	<u>Significance</u> The site of the Coffee places is historically of interest as a place of temperance place of boarding, hospitality, usually associated with the establishment of the railway and the consequent trade; one of the early businesses in town, and a way of life no longer practiced. <u>History</u> Mr Fitt built the Coffee Palace for Mr Fred Turner who had 8 permanent Boarders, a public dining room and a lolly shop. Mrs Senior was the lessee in 1913, The place was sold to Mr & Mrs Cassar-Lyons. In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	4

12		NEW	SITE National Bank	79 Alton Street	<u>Significance</u> The site of the National Bank is of historical interest for its association with the beginnings of the town, although selling out in 1914. <u>History</u> The National Bank established on the site in 1904 before closing in 1914, after 2 consecutive managers worked there. It was sold into private ownership. In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	4
13		NEW	SITE Butcher shop	81 Alton Street	<u>Significance</u> The site of the butcher shop is historically of interest as one of the early businesses in town. <u>History</u> Established buy Archie Harries in 1906, then Jamieson in 1909, Miller in 1912-1914. J Ashworth also ran Reynolds Agencies, and later moved the business next to the railway houses east of the line. Billy Falls continued the butcher shop until 1919. In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	4
14		NEW	SITE Glencross Saddlery	81 Alton Street	<u>Significance</u> The site of the saddlery is historically of interest as one of the early businesses in town that was associated with non- mechanical transport. <u>History</u> In the mid 1970s, Gordon McDougall purchased all the buildings on the sites numbered 73-81 Alston Street to provide staff accommodation. They were damaged by a	4

					storm in 1980, and a Narrogin buyer demolished them all and salvaged the material.	
15		620	West Australian Bank (former)	83-89 Alton Street (cnr Campbell Street)	<u>Significance</u> The former Western Australian Bank is historically significant for its location on the corner of the civic and commercial centre of town. Its association with Bank Managers and the community is historically and socially significant in a way of life no longer practiced. <u>History</u> The purpose built bank was constructed in c.1900 by James Fitt using local bricks.	3
16		7225	Cuballing & Yornaning War Memorial	Alton Street	<u>Significance</u> Cuballing's War Memorial is of considerable historic and social significance as it honours and commemorates those residents of Cuballing and Yornaning and districts who served in World War One (1914-18) and in World War Two (1939-45) and other conflicts. The memorial is a revered site where significant remembrance events take place. It is highly valued by the local community, many of whom are related to those who are commemorated. <u>History</u> In 1921 in Cuballing, a War Memorial, standing 20 feet high and constructed of blue granite, was unveiled by Dr Mackie. Over 300 people travelled on a train from Narrogin to attend the ceremony. The memorial commemorates those from Cuballing and Yornaning who died during the Great War of 1914-1918.	2
17		NEW	SITE Railway Barracks	Alton Street (behind the Post office)	<u>Significance</u> The site of the railway barracks, that was also a lodging and boarding house, is of historical significance demonstrating means of hospitality no longer practiced.	4

					<u>History</u> Fred Nicholson built the barracks in 1886 to accommodate railway workers, who were in the construction team. After the railway opened in 1889, the barracks became a lodging house for the line workers. It later became a boarding house. In 1921 Fred converted it to a residence for his Aunt Elizabeth (Bessy) Grainger who was known as Lady Grainger by the locals. After Fred died in 1931, Bessy accommodated evacuees and boarders. In 1950 it was sold and later became part of the Shire's works depot. In 1966, the Shire called for tenders and the building was removed by Burges.	
18		616	Methodist Church (former) Uniting Church	Alton Street	<u>Significance</u> The building is a representative example of a simplified interpretation of the Federation Gothic style. It has historical significance for its Methodist association prior to the Uniting Church, and the parishioners over the decades. <u>History</u> The former Methodist Church was built in 1904 using Davey Bros Brickworks local bricks. Two foundation stones were laid, one by the Moderator of the Methodist Church and the other by Frederick Rose, Chairman of the Cuballing Roads Board. The church closed in 1919, and by 1934 there were only 9 members in the congregation. The church celebrated the Golden Jubilee in 1954, undertook renovations in 1969, and merged with the Presbyterians and Congregationalists to become the Uniting Church in the 1970s. In 1984, it became part of the Narrogin parish.	2
19		7230	SITE Cuballing School	19 Beeston Street	<u>Significance</u> The site of Cuballing School represents the early development of the district when the early settlers required education for their children. <u>History</u>	4

					Cuballing School opened in September 1895 with an enrolment of six boys and fourteen girls. The school and quarters for the teacher were soon inadequate. Two additional rooms were built on the existing structure by the contractor, Mr Gurr in July 1904. Negotiations for a new school in 1906 fell through. Between 1905 and 1908, 37 pupils occupied the single room school, and it was 59 students by 1913. However by 1916 the numbers declined to 34, and the school closed in 1929. It opened again in 1930 and continued until July 1946 when the remaining 20 students were bused to Narrogin in line with the Education Department policy to consolidated the centre of Narrogin. The school building was relocated to Narrogin Primary School on Williams Road. Plaques for each school were established after a meetings and reunions. In 1990 Cuballing,	
20		NEW	SITE Cuballing School house	Beeston Street?	<u>Significance</u> The former teachers house in Cuballing is historically significant for the associations with the school teachers at the adjacent school. <u>History</u> The school house accommodated the school teacher. The school closed in 1946 and a school teacher no longer occupied the house.	4
21		NEW	SITE "The Lodge"	Beeston Street? west of the school	<u>Significance</u> The Lodge is historically significant for the association with George Henry Lodge, his business ventures, and civic and community contributions and his association with the fraudulent Reynolds. <u>History</u> In the In 1904, George Henry Lodge acquired lots of land in Cuballing, and established the carriage works (1905) next to the hotel with partners. In 1906 he partnered with Thomas Reynolds. After the carriage works were gone, the new build for Lodge and Reynolds was an elaborate storage shed for auctioneering and stock trading	4

					agencies, also brokers for the Cuballing Flour Mill. Lodge was the Chairman of Directors. His proposal for a mill on the west side of the railway line was rejected. By 1912, Lodge was Chair of the Progress Association, Justice of the Peace, Chair of the Road Board Hall committee, Great Southern Pastoral and Agricultural Company in 1912. At that time Reynolds was jailed for fraud. The company collapsed and lost all. Lodge and Bushby sold everything in an auction in 1913, in November, and Lodge's wife died in December 1913.	
22		7232	Dungog House	129 Campbell Street	<u>Significance</u> The original structure that comprises 'Dungog' is a simple and representative example of Australian Colonial Vernacular architecture. The place, for its building form and characteristics of its class, makes a positive contribution to the townscape of Cuballing. <u>History</u> Thomas Reynolds was born Thomas Reynolds Chipps in England in 1879, arriving in Australia in 1895, married Ada in 1895 and they had ten children between 1898 and 1916, all with the Reynolds surname. Reynolds came to Cuballing in 1902. He was the Officer in Charge of the railway station between 1903 and 1905, with free accommodation for the family. In c.1905, he established Dungog Estate named after the birthplace of his wife Ada. Reynolds partnered with Lodge; stock and station agents with an office frontage to a storage shed adjacent to the hotel. Reynolds was very involved in the community as a Justice of the Peace, Managing Director of the Great Southern Pastoral and Agricultural Co., and served on the Road board from 1910, and was part of the movement for a new hall. His wife, Ada laid the foundations stone of St Peters Anglican Church in 1911. In 1914 he retired from the Road Board pending a court case. He was found guilty of the charges against him and was sentenced to 4 years gaol, serving 1.5 years. His wife and family were left destitute, although the community supported them. The Hawksley family	2

					purchased Dungog, and the Road Board Secretary lived there between 1927 and 1940. The residence is formed by two buildings with a connecting breezeway. The east half was first and the breezeway was built to connect to the west section that was built later. Both sections had surrounding verandas. They comprised seven bedrooms, with four bedrooms and a living space in the original east build, and a billiards room, (also referenced as a ballroom) two guest rooms and a servants room in the later structure. The kitchen and laundry were in outbuildings. This property was well equipped with stables and sheds and also had an expansive productive orchard. Workers houses were constructed closer to Beeston Street. Changes have taken place over time.	
23		NEW	Cuballing Sports Ground	Campbell Street	<u>Significance</u> The Cuballing Sports Ground is significant as a place of recreation and sporting activities for the community. <u>History</u> There are no early records but c.1908 is when tennis was played at the local sports ground. The Cuballing Tennis Club attended the opening of the Yornaning Tennis courts in 1910. Until World War Two, tennis was played on three clay courts. Later they played in Austral Street. After the war, tennis revived and thrived in the 1950s, with interest diminishing in the 1960s, although there was Cuballing Marching Girls at the football oval. A recess in the 1970s, and a revival in the 1980s. In 1985, the Shire and Cuballing tennis Club laid four new courts at the sports ground, establishing the Recreation Centre.	4

24		7231	Ingersley	Campbell Street (N cnr) 6 Morrell Street	<u>Significance</u> Ingersley has historical significance for the association with storekeeper Fred Turner and his son Len, and as the residence of Road Board staff for over 40 years until 1997. <u>History</u> Built in 1914 by storekeeper Fred Turner and his son Len. In 1953, the Road Board took over for staff until 1997 when it was sold into private ownership.	3
25		619	St Peter's Anglican Church (former)	Campbell Street	<u>Significance</u> The former St Peter's Anglican Church is of historical and social significance for the associations with ecclesiastical events, worship, and parishioners from 1912 to the 1970s. Although no longer a church, it is a representative of the Gothic style that presents a landmark in the Cuballing townscape. <u>History</u> The laying of the foundation stone of St. Peter's Church received extensive coverage in the district newspaper, the Great Southern Leader. Some two years and a half ago the members of the Church of England at Cuballing, who had been holding services in the Agricultural Hall for some time past, decided that it was desirable to erect a church in this promising portion of the parish.... Plans were drawn up by Mr. Eustace G. Cohen, of Bunbury, but owing to the increased cost of building matters were postponed for about 12 months. During the interim the building committee were steadily increasing their fund until, about a month ago, they were able to accept the tender of Mr. G. Plunkett, of Narrogin, for the erection of the first portion of the structure, consisting of nave, baptistery and porch.	3

					In 1912 the foundation stone was laid and was conducted by the Bishop of the Diocese and the Rector Mr. Plunkett then presented Mrs. Thos. Reynolds with a trowel which was followed by an address by the Bishop. A time capsule was inserted in a cavity. The construction of the Church, by Mr Reynolds, was part of an extensive building programme that in Cuballing around 1912 that included the between 1912 nad the 1970s when the church was closed and converted to a residence. Agricultural Hall, the Post Office, and the additions to the Hotel Cuballing. The church closed in 1970s. The building was converted to a residence with some conservation and alterations and additions in 1986.	
26		NEW	Shire of Cuballing Administration Office and Council Chambers	Campbell Street	<u>Significance</u> The Shire of Cuballing Administration Office and Council Chambers is of historical significance as the local government governed by elected community members, working for the benefit of the entire community . <u>History</u> Opened in 1978.	3

29		617	Cuballing Post Office & Quarters (former)	195 Campbell Street cnr Alton Street	REGISTER OF HERITAGE PLACES Statement of Significance	1
30		NEW	SITE First post office	Campbell Street cnr Ridley Street East of railway line	<u>Significance</u> The site of the first post office is of historical significance as the first formal communication in Cuballing. <u>History</u> In 1893, Mr Timony established a general store. In 1897 he added a small galvanised shed to the store where the first post office in Cuballing was operated by Misses Elliott and Coxram. In 1897, George Flood took over until 1905.	4

31		NEW	Dryandra Regional Equestrian Park	Darcy Street	<u>Significance</u> <u>History</u>	4
32		NEW	Homestead	Great Southern Highway South of Cuballing	<u>Significance</u> The Homestead has historical interest as an early example of the Federation cottage on Great Southern Highway. <u>History</u>	3
33		NEW	SITE Cuballing Railway Station	Railway Reserve	<u>Significance</u> The site of the Cuballing Railway Station is of historical significance as one of several stations on the Great Southern Railway. <u>History</u> In 1894 the Cuballing Pool railway station was constructed on the Great Southern Railway Line. The station yard was fully fenced to large gates at each end.	4

					Alston Street was lit up by nights. The railway line included a loop to accommodate the connection of two trains. Chuggamunning Hill can only pull 350 ton from Narrogin, so double the load to 700 ton from Cuballing Pool. The railway line from the east connected in 1899. An Officer in Charge was stationed in Cuballing 1903-1910 until a Stationmaster served between 1910 to 1921 when the station closed. In 1935 the station was downgraded to a siding.	
34		7224	Stationmaster's House (former)	Lot 30 Ridley Street Railway reserve	<u>Significance</u> The former Stationmasters house is significance the association with the Great Southern Railway and the station at Cuballing, and for demonstrating a way of life no longer practiced. <u>History</u> An Officer in Charge was stationed in Cuballing 1903-1910 until a Stationmaster served between 1910 to 1921 when the station closed. There was a caretaker until 1925. Between 1925 and 1935 there was a Stationmaster until they downgraded the station to a siding. It had a caretaker again in the Stationmaster's house until 1947.	3
35		7233	Cuballing Cemetery	Springhill Road	<u>Significance</u> The Cuballing Cemetery is a place of commemoration. The site evidences memorials, palisades and railings in a range of designs and emotive inscriptions that contribute to the reverence and sense of place. It is a significant record of settlement since 1905 and generations of residents of Cuballing and surrounds. <u>History</u> Reserve No. 8405 was gazetted for the purpose of a cemetery on 20 March 1903. The date of the first headstone is 20 December 1906. After the cemetery was closed public pressure resulted in the cemetery opening in the 18980s and a niche wall was constructed.	2

36		NEW	Cuballing Golf Club	Stratherne Road	<u>Significance</u> Cuballing Golf Club is significant as a place of recreation, socialising and golf activities for the community. <u>History</u> At a meeting in 1958, Stan Whitford and Brian Dowsett founded the Cuballing Golf Club on land leased from the Cuballing Road Board, on part of the former race course. A golfer from Royal Fremantle Golf Club laid the course and Road Board trucks with volunteer drivers formed the course. In May 1958 the Ladies committee held a ball in the Agricultural Hall to celebrate the Golf Club that played its first day of play a week later. By 1959, the 9 holes were completed and an ex RAAF hut relocated from Cunderdin for the club room. The first open day on 18 April 1959. Ladies were full members, a break in tradition at that time. By 1961 there were 18 holes and in 1973 and 74, the club house was extended. The 18 Hole 72 Par course is just over 5000 metres.	3
37		NEW	SITE CBH bin		<u>History</u> The site of the original Cooperative Handling Wheat bin is historically significant for the impact on the agricultural industry of the region, likely the first time a bin had officially been declared open by a representative of CBH. <u>Significance</u> At a time when more than 90% of Western Australia's farmers were unable to cover their production costs, the introduction of bulk handling of wheat, during the 1930s, was an important factor in helping to reduce farm costs. Experimental bins for the bulk receipt of wheat were built by Wesfarmers for the 1932-32 season at five sidings. Cooperative Bulk Handling Limited (CBH) was formed by the Wheat Pool and Wesfarmers in April 1933, to take over the existing leases and sidings, and also to prepare for the installation of another 48 receipt points for the 1933/34 season, in 1935 a Royal Commission, looking at all aspects of handling the wheat harvest, concluded that it should be allowed to continue. This gave CBH the green light to extend its network of receipt centres, using	4

					loans repaid by tolls on deliveries by its members. The construction of the bins in Cuballing was part of a continuing expansion programme. The bulk wheat bin at Cuballing was officially opened on Friday, 27 November 1959. In his opening address, Mr Knight, President of the local branch of the Farmer's Union gave some statistics that reflected the progress of the region. It was noted that it was possibly the first time a bin had officially been declared open by a representative of CBH. Bulk wheat bins were first erected in 1931 and were developed from that period. The type of bin at Cuballing had been in production since 1936.	
			CUBALLING EAST			
38		7226	SITE The Tree, White Gum	Cuballing Road east (N at Wardering Road intersection.	<u>Significance</u> The tree is a significant community landmark. <u>History</u> A nail in the tree was used for securing community notices. The tree is a substantial White Gum that is beside the road amongst bushland. The tree is located on a frequented stock route and the nail remains in the tree.	4
			DRYANDRA			
39		3856	Dryandra Woodland Settlement Lions Dryandra Forest Village, Currawong Complex Nissen Huts	Dryandra Road via Congelin	REGISTER OF HERITAGE PLACES Significance Statement of Significance	1
40		NEW	SITE Dryandra School	Pennys Road	<u>Significance</u> The site of Dryandra School represents the early development of the district, and associations with the local farmers and forestry workers and their children, and later as the social centre of the district. <u>History</u> In 1937 after the Lol Gray Soak School had closed in 1936, the school building was relocated to a 5 acre site in the State Forrest for farmers and forestry children. In between time, school took place at Brusaschi's shearing	4

					shed, midway between Lol Gray Soak and the forestry site. The Education Department changed the name of the school to Dryandra, the teacher was adamant to keep the Lol Gray Soak name, so Education Department conceded with Lol Gray, dropping the Soak. The name changed again in 1940 after pressure from the Forestry Department, for a larger class and a school building was relocated from Nalyaling in October 1939, opening in 1940. It was called Dryandra. The old building was moved back to West Popanyinning. Accommodating the school teachers became too difficult and the school closed in 1947. The Forestry department overcame the issues by paying the teach the transfer costs for the teachers quarters, and a one room accommodation with bathroom, was relocated on site from Inglehope in June 1948. The school opened again, but closed mid 1950 despite 15 student. The closure was attributed to overcrowding the Cuballing buses with not enough to fill the Dryandra buses. Parents rallied to take the students to Narrogin, and a new bus called Miss Dryandra was owned and driven by Jim Bailey. The school was the function centre of the Dryandra community. Plaques for each school were established after a meetings and reunions . In 1988 Dryandra School.	
			EAST POPANYINNING			
41		NEW	SITE East Popanyinning Hall		<u>Significance</u> The site of East Popanyinning Hall represents the early development of the district, and associations with the community as the social centre of the district. <u>History</u>	4
42		NEW	SITES East Popanyinning School Site 1 - 1908-1912, 1918. Site 2 –1923-1938, 1938-1946		<u>Significance</u> The sites of East Popanyinning School represent the early development of the district, the importance of education, and generations of associations with the local farmers and their children.	4

					<u>History</u> Site 1 In 1905, Mrs Alice Lowe, a teacher from South Australia started teaching 4 children, 2 of them hers, and applied for a grant. In November 1907 a school site was gazetted. Meanwhile, on behalf of the Methodist church, Mr Coterall applied for a school site for a hall and school. Church members subsequently built a hall in November 1907 and advised the Education Department. Eighteen students attended the school in March 1908 and closed in March 1912 due to low attendance, opening again in 1918. Site 2 In 1922, parents requested a more central site for the school. Mr Bowden offered, it was agreed and approved, and the school opened in November 1923. It was destroyed by fire in January 1938. The proposal to revert to the hall for the school was rejected by the parents although it served during construction of a new school that opened in April 1938, operating until August 1946 when the remaining students were bused to Pingelly in line with the Education Department policy to consolidate the main centres. Plaques for each school were established after a meetings and reunions . In 1988 East Popanyinning.	
43		NEW	SITE Tennis courts (at hall?)	Doncon & Popanyinning Roads	<u>Significance</u> The site of East Popanyinning tennis courts represent recreational and social activities of the community associated with the hall at the social centre of the district. <u>History</u> Tennis courts were established for the popular game prior to World War One. New courts at some time were located adjacent to the hall.	4
44		NEW	SITE Aldinga School 1905-1928 Stratherne School (1928-1936)		<u>Significance</u> The sites of Aldinga and Stratherne Schools represent the early development of the East Popanyinning district,	4

					the importance of education, and generations of associations with the local farmers and their children. <u>History</u> In 1904 a petition was sent to education depart for school for 22 children in the area. After the third attempt, they appealed. The result was a gazetted school site and the school opened in September 1905. With only 12 children, after some families transferred to East Popanyinning in 1908. In 1928, the name changed to Stratherne. The school closed in August 1936 and the site was sold to the last teacher, Mrs O'Brien. Plaques for each school were established after a meetings and reunions . In 1991 Aldinga School.	
45		25472	Darring Brook Road Bridge MRWA Bridge 0395	Williams-Kondinin Road	<u>Significance</u> Darring Brook Road Bridge is significant in contributing to the routes and connections throughout the district <u>History</u> Bridge 0395 is a timber bridge with a bitumen seal, built c.1917. The bridge crosses over the Darring Brook River. The bridge is 8.93 metres long.	4
46		7236	Barn - Nyamutin Farm	1380 Neamutin Road	<u>Significance</u> The barn at Nyamutin Farm is a fine example of the stone workmanship of regional farm outbuildings. <u>History</u> The barn was originally used as stables, chaff house and storage for the Nyamutin farm. The barn was often used as a meeting place for people in the district, with dances being held regularly. The building is constructed of coursed random rubble stone walls. The building has timber floors, and a shingle roof construction which was replaced with cgi in 1950.	3
			NEBRIKINNING			
47		13577	SITE Nebrikinning School/hall/ tennis courts	Nebrikinning Road	<u>Significance</u>	4

					The site of Nebrikinning School/hall/ tennis courts represent the early development of the Nebrikinning, and a central community venue for education, recreation and socialising for generations of the community. <u>History</u> Everyone played tennis at the courts at the school. Walter also had a court in a paddock. The advent of cars meant people went to Narrogin and Cuballing. Tennis was also played on a private court on the Metzke's farm.	
			NYAMUTIN			
48		621	SITE St Stephen's Anglican Church	Yealering-Popanyinning Road, 1k E Nyamutin Gully S side	<u>Significance</u> ? <u>History</u> 1914	2
			POPANYINNING			
49		624	Popanyinning School (former). CWA	48 Forrest Street	<u>Significance</u> The former Popanyinning School is so historical significance and social significance in representing the timber framed structures built by the Education Department in rural areas in Western Australia in the early to mid 1900s. The community effort and the significance of getting an education for the families of the early settlers demonstrates a way of life no longer practiced. <u>History</u> In 1903 the Mourambine District Board of Education wrote to the inspector General requesting a school. In 1904, The Popanyinning Progress Association requested a school for the 22 children who caught the 8am train to Cuballing School and the afternoon train home, until the timetable changed. During 1904, the Education Department pursued the Lands Department to get the school site gazetted. In June 1905 Popanyinning School opened on a 5 acre site improved by the parents. Additions and improvements began in 1907, with new	2

					quarters for the teacher and additions to the school in 1908. The school was a one-teacher school to 1922 , then was upgraded, with a probationer teacher, reverted to a one-teacher school in 1927. Closed for a short time in 1929 due to low attendance. During the early 1950s, the Education Department policy was to consolidate small schools into one centre. Attempts to close Popanyinning School were vigorously opposed by the community. By 1973 the school was in disrepair due to no maintenance from the Education Department. It was agreed that the school be consolidated with Narrogin and a bus service for the children was organised for the start of the 1974 school year. IN 1987, Popanyinning Progress Association cleaned up the derelict presbyterian church, and the school as vested in the shire and a museum started. CWA took on a caretaker role and the school house went into private ownership. In 1989 Back to Popo School reunion took was organised by the CWA and progress association. Popanyinning was the last school within the Shire of Cuballing to be closed and was the only school and house. Plaques for each school were established after a meetings and reunions . A commemoration plaque erected by the Popanyinning Progress Association was unveiled on the site in 1989 “in memory of the former teachers and students.”	
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50		625	Teacher's Residence (former)	42 Forrest Street	<u>Significance</u> The former teachers residence in Popanyinning is good example of its type and period. Historically significant for the associations with generations of the school teachers at the adjacent school. <u>History</u> In June 1905 Popanyinning School opened with improvements by the parents in 1907, with new quarters for the teacher and additions to the school in 1908.	3
51		NEW	SITE Presbyterian Church	Forrest Street	<u>Significance</u> The site of the Church represents associations with the Presbyterian congregation in the community. <u>History</u> The Presbyterian Church was constructed in 1908 with corrugated iron materials from Muchae and Collie by horse and cart. Tall denominations used the church with ministers attending twice a month from Pingelly or Narrogin on horse and buggy. The church was dismantled in 1990.	4
52		NEW	SITE Blacksmith Shop	96 Francis Street (NW cnr Howard Street)	<u>Significance</u> The site of the blacksmith shop is significant in representing a way of life no longer practiced, prior to the advent of motorised transport. <u>History</u> The Howard family opened a blacksmith shop in 1905. Reg Smith was also a blacksmith. In 1973, Don Bird Engineers established on the site His general repair work escalated to trailer feed bins, and more recently silo construction.	4

53		623	Popanyinning Community Hall	98-100 Francis Street (SW cnr Howard Street)	<u>Significance</u> Popanyinning Community Hall is historically and socially significant as the centre of the district for community gatherings since 1907, including as the base of the esteemed CWA since 1951, further demonstrating the generations of associations. <u>History</u> The hall occupies two lots, with parking area lot on land donated by the Pioneer Mrs Ena Watts. The site next door was gazetted for the agricultural hall in November 1905. Built in 1907 by volunteers with a George Denton the stonemason hired by the Hall Committee. The hall was constructed by the community with a government subsidy of 280 pound. The kitchen was added by the CWA. Minute books lost until 1948. The Popanyinning CWA was formed in May 1951, creating a strong branch with a range of activities in addition to their primary purpose of care for the women and families in the community. They had a good reputation for their catering achievements. Meetings in 1953 revealed concerns over deterioration and not enough hall funds. Volunteers cropped 80 acres of Mr Bates land, with oats donated by farmers. A masquerade Ball was held in 1953 to celebrate the resulting repairs and additions of a supper room and toilets. In 1954 the Road Board met to review the hall management. A member from each local group formed the committee. A new dance floor was installed in 1958. The CWA had many projects for town improvements, including the much needed hall kitchen. During the 1950s they held the Annual flower show. In 1992, the roof and ceiling were replaced.	2
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54		NEW	House	104 Francis Street	<u>Significance</u> The house at 104 Francis Street has historical significance as one of the early houses in Popanyinning, on the main street through town. <u>History</u>	3
55		7237	Store (former)	108 Francis Street	<u>Significance</u> The former store at 108 Francis Street has historical significance, known as the Rosella Building, as a place of hospitality and socialising, and a landmark in Popanyinning's main street. <u>History</u> Rosella Building was built by George Patullo (senior) for his daughter Ruby. After Ruby married, her sister Mardie took over and became well known for her successful business. Later a private residence.	3

56		NEW	McGarrigal Park	110 Francis Street	<u>Significance</u> McGarrigal Park was the site of the Popanyinning war memorial until it relocated to the railway station. The entry pillars are of aesthetic value. The historical associations with the McGarrigals who ran the General Store for over 40 years and made a significant contribution to the Popanyinning community is commemorated by his park. <u>History</u> RSL War Memorial park was established by funds raised by Mr A Elwick. Cecil and Dulcie.	3
57		NEW	Spragg's house and shop (former)	112 Francis Street	<u>Significance</u> The former Spragg's house and shop at 112 Francis Street has historical significance for the associations with the early settler family Spragg, the social and retail community interactions with a bakery, mixed goods store and post office at various times, and as a historical place in Popanyinning's main street. <u>History</u> Walter James Spragg, his wife Catherine and their 6 children came to WA from Broken Hill in 1902. In 1904 they took up a grant south of the town and included extended family in their home. Spragg's mother-in-law passed away and is buried on the bank of the river in 1906. (lonely grave- restored.) Walter and one of his four sons, Alan established a five bedroom house and shop with the first Popanyinning was the first post office, on the east side of the highway. The site proved to be in the railway corridor, and they jacked the building with rollers taking it over the road to the existing site. In 1905, the shop was found to project over the front boundary, and part of the front of the building was removed. In 1905, a bakery was added to the store. Walter had been a baker in Broken Hill, and trained his son & son in law. Spragg's bakery continued as a mixed goods store and post office that his daughter Maggie ran until 1910 when the store	3

					was sold and the post office. It transferred to Dowling's Store in 1912. During World War Two, the government requisitioned the property for a holiday camp and POW (Prisoners' of war) base, the Spragg family returned to the farm. Allan and his wife Grace returned to the shop/home in 1960 when they sold the family farm (Allandale).	
58		NEW	SITE Popanyinning Hotel	114 Francis Street NW Cnr Box Street	<u>Significance</u> The site of the Popanyinning Hotel, known as Popo Tavern, is historically significant as the social gathering place for generations of the community from 1906 until it was destroyed by fire in 1978. <u>History</u> The Popanyinning Hotel opened in April 1906. Built by Mr Wedd, the 15 room single storey stone and local bricks made by Mr Gaunt. The hotel owner, Mr Parker, a famer and widower became Secretary of the Popanyinning Progress Association at same time as hotel opening. Known as the Popo Tavern when it was destroyed by fire in 1978. In 1988 a 10 year commemoration took place on the site with 16 people in attendance including former patrons and publicans.	4
59		NEW	House	116 Francis Street	<u>Significance</u> The house at 116 Francis Street has historical and aesthetic significance, as one of the early house in town, and for the landmark presence by way of the mature date palms symmetrical about the central entry to the house, that is located on Popanyinning's main street. <u>History</u>	3

60		NEW	SITE Commercial bank	118 Francis Street	<u>Significance</u> The former Commercial Bank is historically significant for association with Bank Managers and is socially significant for a way of life no longer practiced. <u>History</u> The Commercial Bank was built in 1906 and provided residential accommodation for the Manager until 1920 when the bank downgraded to a weekly opening with an official from Pingelly. The bank closed in 1930. Allan Spragg was owner when it sold to Mrs A McGarrigal in 1955, to build a house.	4
61		NEW	Popanyinning General Store	120 Francis Street	<u>Significance</u> The Popanyinning General Store at 120 Francis Street has historical and social significance for the associations with the community for the provision of goods since 1908, and also serving as the post office for various periods, The associations with the store owner/occupiers including 46 years with the McGarrigal family, are significant. It is a landmark stop in Popanyinning's main street. <u>History</u> Joe Dowling acquired the store in 1908 and operated until 1920 he leased it out. It served the post office function from 1912 when the new owners of Spragg's bakery transferred the PO function. It operated in the General Store until 1920 with only one phone in Popanyinning. In 1934 E Luff is identified as the store operator. In 1940 the McGarrigal family brought the store and operated until 1986, at which time the Post Office returned to the store.	3

62		NEW	Popanyinning Post Office (former)	124 Francis Street	<u>Significance</u> The former Popanyinning Post Office at 124 Francis Street has historical significance for the establishment of the first official Postmaster, running the post office from the front room, representing a way of life and work no longer practiced, and as one of the early houses in Popanyinning's main street. <u>History</u> In 1925, the Post office transferred here from the railway station. The first official Postmaster was Harry Crouch, a returned soldier. The exchange operated from the front room of the residence. In 1975, the 40 plug model was upgraded to a new switchboard with more lines. The switchboard was removed to the exchange was automated in 1983. In 1986, the post office relocated to the general Store.	3
63		NEW	SITE Fred Viewing's garage	128 Francis Street	<u>Significance</u> The site of the garage has historical interest for the associations with the advent of the motor vehicle and Fred Viewings's business. <u>History</u> Fred established a garage in 1924.	4
64		NEW	SITE Popanyinning Tennis courts	Francis Street (SE cnr Dowling Road)	<u>Significance</u> The site of the Popanyinning Tennis courts represents the social and recreational gatherings of the community. <u>History</u> In 1909, the resident Bank Manager instigated a tennis club. In 1931 a 3rd court was planned. The club went into recess in 1937 and revived in 1949. It was the first tennis court in the shire to get lighting. The tennis and netball clubs affiliated and became the Popanyinning Combined Sporting Body. By the late 1980s they closed.	4

65		622	Popanyinning Railway Station	Francis Street (Railway Reserve)e	<u>Significance</u> Popanyinning Railway Station (Traffic Office) (April 1913) is of historical and aesthetic significance as one of several remaining examples of the type of Traffic Office constructed on the agricultural railway lines early in the twentieth century. It represents functions no longer practiced. <u>History</u> In 1975 the community interrupted the demolition of the railway platform that was underway. They saved half the platform and prevented demolition of the railway station. In 1978, the community farewelled the last passenger train in fancy dress with bagpipes playing Scotland the brave. The station building that is now fully restored. These type 3 small country standard Traffic offices are also evident in Boyup Brook, Darkan, Dumbleyung and Wickepin	2
66		NEW	Popanyinning War Memorial	Francis Street (Railway Reserve)	<u>Significance</u> Popanyinning War Memorial is of historic and social significance as it honours and commemorates those residents of Popanyinning and district who served in the World Wars and other conflicts. <u>History</u> The memorial is a revered site where significant remembrance events take place. It is highly valued by the local community, many of whom are related to those who are commemorated. Relocated from McGarrigal Park in Francis Street.	3

67		NEW	Stationmaster's House (former)	Francis Street (Railway Reserve)	<u>Significance</u> The former Stationmasters house is significance the association with the Great Southern Railway and the station at Popanyinning, and for demonstrating a way of life no longer practiced. <u>History</u>	3
68		NEW	SITE Barracks Tent Village Bulk Grain Handling Facilities	Francis Street (Railway Reserve)	<u>Significance</u> The site of the barracks, tent village and bulk grain handling facility is significance the association with the Great Southern Railway and demonstrating a way of life no longer practiced. <u>History</u> Barracks Tent Village- east side of the railway line	4
69		NEW	Fettlers Hut (former)	Francis Street (Railway Reserve) (east of, no name road)	<u>Significance</u> The site of the Fettler's hut is significance the association with the Great Southern Railway and demonstrating a way of life no longer practiced. <u>History</u>	4

70		NEW	Popanyinning Cemetery	176 Popanyinning East Road	<u>Significance</u> The Popanyinning Cemetery is a place of commemoration. The site evidences memorials, palisades and railings in a range of designs and emotive inscriptions that contribute to the reverence and sense of place. It is a significant record of settlement since 1932 and generations of residents of Popanyinning and surrounds. <u>History</u> In 1992 the cemetery reopened. There had been no burials since 1932. The cemetery retains the bush for the natural environment setting.	2
71		NEW	SITE Popanyinning Rifle Range		<u>Significance</u> The site of the Popanyinning Rifle Range is historically significant as a recreational activity that contributed to the war effort. <u>History</u> Prior to World War One the rifle range was popular. It was in recess during the war and resumed in the 1920s with strong membership that diminished in the 1930s.	4
72		NEW	Allandale		<u>Significance</u> Allandale represents historical associations with the Spragg family who were early settlers who established a store in town and farmed, with their Allandale homestead a social venue for the district. <u>History</u> Spragg farm Walter James Spragg, his wife Catherine and their 6 children came to WA from Broken Hill in 1902. In 1904 they took up a grant south of the town and included extended family in their home Spragg's mother-in law passed away and is buried on the bank of the river in 1906. (lonely grave- restored.)	3

					After establishing the store and bakery in town, in 1910 they returned to the farm. Walter and his sons made cement bricks and constructed a home on a hill with an expansive lounge room the venue of many parties. Two sons served in World War ones, Walter died during that time, and after that, the family dispersed, with only the youngest son, Allan staying on the farm. With his mother who died in 1951. Allan married Horn and they stayed on the farm until 1960. When they sold the farm and moved back to the bakery/store.	
			WARDERING			
73		NEW	SITE Wardering School		<u>Significance</u> The site of Wardering School is of historical significance for association with Holdaway who demonstrates a way of life no longer practiced. <u>History</u> Originally there was a building that served as a school on Holdaway's property. In 1914, it was relocated to Narrogin Road Board area as Yilliminning Town School.	4
			WEST POPANYINNING			
74		NEW	SITE West Popanyinning School	Wandering-Narrogin Road	<u>Significance</u> The site of West Popanyinning School is of historical and social significance for associations with students and their families whose action reveal how important education is for their children, demonstrating a way of life no longer practiced. <u>History</u> In 1908, two sites were requested and sites offered that divided the settlers. After three attempts, they agreed to a site that was gazetted, built and opened in 1910. It closed in 1911 after the part time arrangement with Marwonga could not be maintained. In 1922, there was another attempt for a school with an offer from the Church, but not approved. In January 1939 they applied again and the	4

					church hall was approved in March 1939, and they requested the disused Lol Gray classroom (then at Dryandra). It was moved to next to the West Popanyinning Hall in March 1940. The school closed in 1945 when the remaining students were bused to Pingelly in line with the Education Department policy to consolidate the main centres. Plaques for each school were established after a meetings and reunions. In 1988 West Popanyinning.	
75		NEW	SITE Lol Gray Soak School	Wandering-Narrogin Road	<u>Significance</u> The site of Lol Gray Soak School is of historical and social significance for associations with students and their families whose action reveal how important education is for their children, demonstrating a way of life no longer practiced. <u>History</u> In 1911, the Lol Gray Soak School Committee, were anxious to establish a school after the demise of the West Popanyinning School, and suggested moving the West Popanyinning School building to Lol Gray Soak. It was approved by the Education Department and strongly opposed by West Popanyinning parents who took their issue to Parliament to stop the removal. Unaware of that process, the Lol Gray School was relocated to Lol Gray Soak. Reverend James who had been mediating, demanded that the Education Department reveal who was responsible and demanded the school not be opened, but it already had been in August 1912. It continues to serve the Lol Gray Soak community until November 1936. Plaques for each school were established after a meetings and reunions. In 1988 Lol Gray Soak School.	4
			WOODLANDS			
76		NEW	SITE Woodlands School		<u>Significance</u> The site of Woodlands School is of historical and social significance for associations with students and their families whose action reveal how important education is	4

					for their children, demonstrating a way of life no longer practiced. <u>History</u> In November 1908, George Watts offered land for a school and board for a teacher. A tent school as established in March 1910, but it was hard to find a teacher, so arranged to share with Marwonga on a ½ time basis. Teacher not happy and a full time teacher was engaged in July 1910. In 1913 the canvas walls were damaged and replaced with Weatherboards. Further maintenance issues in 1920, termites eating floor in 1937 and the school closed in 1945. Plaques for each school were established after a meetings and reunions. In 1998 Woodlands School.	
77		NEW	SITE Woodlands Tennis courts		<u>Significance</u> The site of the Woodlands tennis courts is of historical interest as a recreational and social venue for the local community. <u>History</u> George Watt donated land for the school, hall and the tennis courts just east of the hall. Two dirt courts and a bough shed, and later two more courts. Many families enjoyed the tennis and the socialising. In c.1927 they joined the Pingelly District Association.	4
			YORNANING			
78		NEW	SITE Yornaning Railway Station Water tank and stand.	Cowcher Street	<u>Significance</u> The site of the Yornaning Railway Station is of historical significance as one of several stations on the Great Southern Railway and as a water taking spot for the steam trains. <u>History</u> The Great Southern Railway opened in 1896 and a railway station and refreshment rooms were constructed. It was established as a major water taking spot for the steam trains.	4
79		NEW	SITE Yornaning Townsite		<u>Significance</u>	4

					The site of Yornaning townsite is of historical significance developing in association with the advent of the railway line. <u>History</u> The townsite was planned between the siding and the dam, and gazetted in July 1907. Four streets were named after the original gangers: Barkley, McCarthy, Cowcher and Horne. Mud bricks for the post office and store were made on the banks of the Yornaning Dam.	
80		NEW	SITE Yornaning Agricultural Hall	Cowcher Street	<u>Significance</u> The site of Yornaning Agricultural Hall is historically and socially significant as a social focus for the Yornaning community and continued into recent decades of associations with the community. <u>History</u> The timber framed weatherboard hall was built on lot 2 in 1912 . It was replaced with a timber framed fibro clad hall in 1954 that was financed by local farmers' cropping programs, and utilised salvaged materials from the original hall (both with corrugated iron roofs). As well as the social focus of the Yornaning community since 1912, in recent decades the Narrogin Scouts used the hall as a base for the excursions to Yornaning Dam.	4
81		NEW	SITE Yornaning Store and Post office	Cowcher Street?	<u>Significance</u> The site of Yornaning Store and Post office is of historical and social significance as a service and communication centre and gathering place for the community. <u>History</u> Syd Pix was the first storekeeper and postmaster in 1905. In 1911 the Green family took over for a short time before Beatrice Bailey who owned and managed until 1923. In 1925, fire destroyed most of the place. Henderson took over and moved the post office to a different site. His second son William was the post master and shop keeper until 1948. The shop closed in 1955, and the post office continued until 1970.	4

82		NEW	SITE Yornaning School	Cowcher Street (NW cnr Yornaning East Road)	<u>Significance</u> The site of Yornaning School is of historical and social significance for associations with students and their families whose action reveal how important education is for their children, demonstrating a way of life no longer practiced. <u>History</u> Yornaning Progress Association applied for a school in September 1907, and again in January 1908, declined both times for not enough students. In May 1908, the Presbyterian Church offered to build a church hall and allow the school. That was not approved and the minister appealed to the Education Department. The school opened in 1909 and closed in 1943 when student numbers declined. In the early 1950s, Bill Townsend used the school building for overnight accommodation for the terminus of the school bus he ran. The school building was relocated to Shackleton, and the quarters to a local farm. Plaques for each school were established after a meetings and reunions. In 1989 Yornaning School.	4
83		NEW	SITE Yornaning School teachers house	Cowcher Street	<u>Significance</u> The school teachers house is historically of interest for the associations with the school, school teachers, and generations of students and their families between 1909 and 1943. In the early 1950s, the school building was relocated to Shackleton, and the school teachers house to a local farm. <u>History</u> The school opened in 1909 and closed in 1943 when student numbers declined. In the early 1950s the school building was relocated to Shackleton, and the quarters to a local farm.	4
84		NEW	SITE Tennis court	Cowcher Street	<u>Significance</u> The site of Yornaning tennis courts represents recreational and social activities of the community. <u>History</u>	4

					In September 1910 the Yornaning tennis courts were opened, opposite Pix's shop. Volunteers had laid the court. Tennis lapsed during World War two but revive din the 1950s with new farmer sin thin the Post war boom time. New courts were constructed near the hall. Closed in 1985.	
85		7234	CBH Bins	Cowcher Street	<u>Significance</u> The CBH bins are historically significant, representative of bulk grain handling facilities that which contribute to the efficient storage for exportation of grain, critical to the agricultural industry. <u>History</u> The CBH bins are representative of Western Australia's bulk grain handling facilities which contribute to the efficient storage for exportation of grain, an important facet in the State's economy. At a time when more than 90% of Western Australia's farmers were unable to cover their production costs, the introduction of bulk handling of wheat, during the 1930s, was an important factor in helping to reduce farm costs. Experimental bins for the bulk receival of wheat were built by Wesfarmers for the 1932-32 season at five sidings. Cooperative Bulk Handling Limited (CBH) was formed by the Wheat Poo! and Wesfarmers in April 1933, to take over the existing leases and sidings', and also to prepare for the installation of another 48 receival points for the 1833/34 season, in 1935. A Royal Commission, looking at all aspects of handling the wheat harvest, concluded that it should be allowed to continue. This gave CBH the green light to extend its network of receival centres, using loans repaid by tolls on deliveries by its members. The construction of the bins in Cuballing was part of a continuing expansion programme.	3
86		NEW	SITE Aboriginal reserve	Behind grain bins	<u>Significance</u> The site of the Aboriginal Reserve is historically significant in recognising the Aboriginal people and a way of life no longer practiced. <u>History</u>	4

					Aboriginal people camped at the reserve on the way to Lol Gray reserve.	
87		NEW	Yornaning Railway Dam	Yornaning West Road	<u>Significance</u> Yornaning Railway Dam is historically significant for the associations with the Great Southern Line and the development of the dam as the source of water for the steam trains. The social, environment community efforts and recreational use of the dam and surrounds is also of historical and social significance. <u>History</u> Yornaning Dam was built in 1896 to provide water for the steam trains on the Great Southern Railway. Originally with water from the Hotham River South branch (Cuballing Brook), by 1909, the poor-quality water turned the dam salty. Local farmer used dynamite from his mining experience, to blast a diversion bank that diverted the salty Cuballing Brook from the dam. After that the water purest water on the line was provide by a catchment reserve. As Narrogin developed, the dam provided drinking water for the town by the water trains until 1958 when the Wellington Dam was completed. The dam deteriorated over time as cropping and salinity impacted. In 1988-99 the framers in the Yornaning catchment, with technical help form Murdoch University and external funding, established a rehabilitation program for the dam The Shire of Cuballing undertook the physical rehabilitation, pumping more than 6,000 cubic metres of water. The nutrient laden sediment was spread on nearby farms and used for landfill. With assistance from Water Authority engineer Graeme Holtfreter, they built a management system with sluice gates for diversion when required. On 29 October 1995 the dam was opened after restoration, although the plan had stalled. In 2017 the Shire re-established the project and the area was restored and facilities constructed for a passive recreation retreat.	2



GUIDELINES FOR

ASSESSMENT OF LOCAL HERITAGE PLACES

NOVEMBER 2022

PART ONE: CONTEXT

1 Introduction

1.1 Purpose

These guidelines provide advice and information on the process of assessing places for their cultural heritage significance. They are not intended as a full and comprehensive tool for undertaking heritage assessments but will assist in guiding standard approaches and terminology for assessing local heritage and recording this in a standardised format. They support the publication *Guidelines for local heritage surveys*.

1.2 Overview

These guidelines are primarily intended to inform the development or review of a local heritage survey (LHS), although the assessment process is relevant in any situation where an understanding of cultural heritage significance is required. They identify best practice and encourage consistency in undertaking heritage assessments across the State. The material derived from them can assist in supporting elected members, as well as the community, local government officers, and property owners in understanding the assessment process.

PART TWO: ASSESSMENT

2 Assessing local heritage places

2.1 Initiating an assessment

The most common requirement for undertaking a heritage assessment is when assessing places for entry or review in a LHS. However, heritage assessments may also be required in response to a development proposal, or for the preparation of a heritage impact statement, conservation plan or other matter.

Heritage assessments can be carried out by professional heritage consultants or trained and experienced local government staff and can have input from various groups or individuals with relevant knowledge. The use of an independent heritage consultant is recommended to advise on key elements of the process, in particular the classification of places under the LHS, and to give general advice and support to the process. Where necessary, further specialist advice should be sought on aspects such as archaeology, landscape, gardens, and plantings.

As noted above, commissioning a heritage professional at the early stage of project planning is recommended, as they can assist in the development of appropriate communications, an achievable schedule, and overall project plan. Community engagement at the early stage in the process can also play an important role in identifying places of local heritage significance and may assist in revealing more places than would be identified by following a narrower investigative approach.

As part of the assessment process, consultation should be undertaken with relevant stakeholders. A draft of the assessment should be made available to the property owner and any group or individual that has a direct interest in the place. While property owners should be advised of the assessment process and invited to participate, the assessment of a place should not be conditional on owner support.

Guidance on engaging a heritage consultant and a checklist for commissioning or updating a LHS is available from the Department of Planning, Lands and Heritage. Funding for local governments undertaking this process may also be available.

2.2 Defining a place

The concept of 'place' is clearly defined in the *Heritage Act 2018* (Heritage Act) and given further consideration in the *Guidelines for local heritage surveys*. As noted in these documents, a place can include buildings, monuments, gardens, landscapes and archaeological sites, groups, or precincts.

The definition of 'place' also includes heritage areas, which can include any number of lots in different ownership. Heritage areas typically contain a large number of built elements that demonstrate a unified or cohesive physical form in the public realm with an identifiable aesthetic, historic or social theme associated with a particular period or periods of development. Heritage areas will generally be quite uncommon within a locality.

Each heritage place includes a setting, which is the immediate and extended area around a place that is part of or contributes to its cultural heritage significance. This may include the visual setting, including views to and from the place, or natural elements such as land, or water. However, a setting is not limited to structures, it can be both tangible and intangible, and include other sensory aspects such as smells and sounds, or be associated with social and spiritual practices, important to a local group or community.

The assessment of a place should also consider its setting, and this should be mapped accordingly, by defining a 'curtilage'. This assists in mapping the place and determines what is included and excluded as part of the place record. As a minimum, the curtilage should include all elements that contribute to the cultural

heritage significance of the place, as well as any notable landscape features, and should consider any important views and vistas.

In practical terms, most heritage places in urban environments are defined by the lot within which they sit. However, places may cover many lots, or be part of a lot. When defining the curtilage, the boundaries should be clearly stated, either through reference to lot numbers, or identified on a clear map, diagram, or plan. When creating a record for a new place, the curtilage should include sufficient information to enable the mapping of the place.

2.3 Assessing significance

Cultural heritage significance may be embodied in a place itself and in any of its fabric, setting, use, associations, meanings, records, related places, and related objects.

The assessment of significance – understanding the cultural values and historical importance of a place – is the basis of all good heritage decisions. This is the first step of the conservation management process identified in the Australia ICOMOS *Charter for places of cultural heritage significance* (the Burra Charter 2013), which guides best heritage practice.

The first step in the assessment process is to gather documentary and physical evidence for the place. This evidence includes factual information that will inform a series of value statements that define the significance of the place. These statements and the supporting information are used to create a place record, which is the primary document for sharing information on a heritage place.

Part 3 of these guidelines identifies a series of statements that can be used to test for the values. A practice note entitled [*Understanding and assessing cultural significance*](#) accompanies the Burra Charter and provides additional questions that can be used to consider each of the values, as well as further guidance on the assessment process. The factors identified in s.38 of the Heritage Act may also assist in determining values.

2.4 Heritage values

The cultural heritage significance of a place is determined by its cultural heritage values. Each place is unique and has its own combination of values that are assessed against various criteria. The assessment of a place should address the following values:

- aesthetic
- historic
- scientific
- social
- spiritual.

and be guided by a thematic history of the local district or region. A thematic history of the local district or region provides an understanding of its history and development. It uses the Western Australian heritage themes to categorise the history by themes. A thematic history should be written or reviewed by a historian. These themes will be used in the assessment of significance of a place.

2.5 Archaeological potential and significance

The assessment of archaeological sites in Western Australia follows the same process applied to other places of cultural significance. Advice from a qualified and experienced historical archaeologist should be sought in the early stages of the LHS compilation or review process, where there are known or suspected archaeological sites within the survey area. This will assist in identifying the potential for archaeology to be present in and around built heritage fabric, as well as advising processes for assessment and survey in relation to archaeology.

Archaeological sites can include visible features (e.g building remnants) as well as sub-surface deposits and ruins. It is common that many archaeological sites tend to focus on scientific values, in terms of their research potential, but consideration should also be given to whether a site has aesthetic qualities; is associated with a particular person, group or event; or has social value related to the archaeology.

3 Indicators for cultural heritage significance

Cultural heritage significance is assessed through consideration of the values below. A place does not need to demonstrate all values – it may be of cultural heritage significance if it meets any one of these. An assessment should consider the indicators in full and include any relevant information.

3.1 Aesthetic Value: It is significant in exhibiting particular aesthetic characteristics valued by the community

OVERVIEW

Aesthetic value is necessarily subjective and should not simply rely on a common perception or most popular view. There is a need to consider aesthetics as understood by different community groups and cultures. A place does not necessarily need to conform to prevailing 'good taste' or be architecturally designed to display aesthetic qualities. For example, vernacular buildings that sit well within their cultural landscape due to the use of local materials, form, scale, or massing, may also have aesthetic value. The aesthetic qualities of gardens, plantings and cultural landscape settings should also be considered.

INDICATORS

Places demonstrating this value should have importance:

- to a community for aesthetic characteristics.
- for its ability through archaeological investigation to reveal obscured fabric due to subsequent alterations or additions and in so doing, reveal aesthetic characteristics of an earlier structure, either through design or setting

- for its creative, design or artistic excellence, innovation or achievement
- for its contribution to the aesthetic values of the setting demonstrated by a landmark quality or having impact on important vistas
- for its contribution to the aesthetic qualities of the cultural environs or the natural landscape within which it is located or importance for its contribution to the natural landscape as part of a cultural environment
- for the aesthetic character created by the individual components that collectively form a significant precinct; that is, streetscape, townscape, or cultural environment

GUIDELINES FOR EXCLUSION

A place will generally be excluded if:

- the aesthetic qualities of the place do not exceed those of the general class to which the place belongs
- its distinguishing features have been lost, irreversibly impacted, or compromised
- its landmark or scenic qualities have been irreversibly impacted by subsequent activities or development

EXAMPLES (INCLUSION)

Example One: St Edmunds's Anglican Church, Wembley

The place has aesthetic value as a good example of a post-war international style ecclesiastical building that makes a striking contribution to the streetscape through its design, scale and setting.



Example Two: Mechanics Institute, Guildford

The place, constructed in 1865, has aesthetic value as a fine example of architect Richard Roach Jewell's vernacular Free Gothic architectural style, and exhibits his distinctive polychrome brickwork. The place is a visually pleasing element in the Meadow Street streetscape.



3.2 Historic value: It is significant in the evolution or pattern of the history of Western Australia

OVERVIEW

The historic values associated with a place should be explored with reference to the thematic history for the locality and/or region.

INDICATORS

Places demonstrating this value should have importance:

- for the density or diversity of cultural features illustrating the human occupation and evolution of the locality, or region
- in relation to an event, phase or activity of historic importance in the locality, or region
- for close association with an individual or individuals whose life, works or activities have been significant within the history of the locality or region
- as an example of technical, creative, design or artistic excellence, innovation or achievement in a particular period.

The associations should be strong and verified by evidence and will most often be supported in the fabric of the place. However, consideration should also be given to places with little or no fabric such as archaeological sites, ruins, and sites of historical importance.

GUIDELINES FOR EXCLUSION

A place will generally be excluded if:

- no reliable or verifiable physical, documentary, or historical evidence exists to demonstrate the association of the place with an historical event or phase in the locality

- the place has an association with, or demonstrates evidence of, an historical event, phase etc that is of low or questionable historical importance in the locality
- there is only an incidental or distant association with local historically important activities, processes, people, or events.

EXAMPLES (INCLUSION)

Example One: Old Throssell Emporium, Northam

The place has historic value for its association with George Throssell, an influential Northam identity who became Premier of Western Australia in 1901. The emporium was one of his earliest commercial ventures in the district.



Example Two: Wandina Station

Wandina Station (c1880 -1920) has historic value as one of the early stations established in the Mullewa and Murchison district that illustrates the development of the pastoral industry in the region at this time.



3.3 Scientific value: Potential to yield information that will contribute to an understanding of the history of the locality or region

OVERVIEW

These indicators will generally inform a determination of scientific value. They will commonly be used to assess significance of identified, or potential, archaeological deposits, or to identify places that through investigation may reveal earlier construction and design techniques.

INDICATORS

Places demonstrating this value should have importance:

- for information/archaeological material contributing to a wider understanding of cultural history by virtue of its use as a research site, teaching site, type locality, reference or benchmark site

- for its potential to yield information contributing to a wider understanding of the history of human occupation of the locality or region
- in demonstrating technical innovation or achievement

Places may include former industrial sites, or archaeological sites that can be important benchmark, research, or reference sites.

GUIDELINES FOR EXCLUSION

A place will generally be excluded if:

- no reliable or verifiable physical, documentary, or historical evidence exists to indicate that physical evidence of investigative potential may be present
- the information the place might yield is likely to be of low or questionable historical importance to the locality or region
- the physical evidence has been so disturbed by subsequent activities that any research potential is compromised.

EXAMPLES (INCLUSION)

Example One: Peel Town Archaeological Site

The site has scientific value as a very early colonial settlement area that has the potential, through archaeological investigation, to reveal evidence of the way of life of some of the earliest settlers in the locality.



Image: Shane Burke

Example Two: Canning Dam

The place has scientific value through its demonstration of innovative structural and hydraulic design and is considered a benchmark site in the construction of concrete gravity dams in Western Australia.



3.4 Social value:

It is significant through association with a community or cultural group in the locality or region for social, cultural, educational, or spiritual reasons.

OVERVIEW

Places of social value are commonly, but not always, public places that make a positive contribution to the local 'sense of place' and identity. They may be symbolic or landmark places, and may include places of worship, community halls, or schools, as well as privately owned places such as hotels, cinemas, or sporting venues. However, more modest places such as private residences may also be of importance to a particular group within the local community.

INDICATORS

Places demonstrating this value should be:

- highly valued by a community or cultural group for reasons of social, cultural, religious, spiritual, aesthetic, or educational associations.

Places need not be valued by the entire community to be significant. For example, a place may be valued by a community or cultural group based on its associations with a particular group's ethnic identity, religious belief, or profession.

GUIDELINES FOR EXCLUSION

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the social value is historical rather than in the present day.

Care should be taken not to confuse cultural heritage significance with amenity or utility. There must be evidence that the building/ place is valued over and above everyday activities that occur there.

EXAMPLES (INCLUSION)

Example One: CWA Centre, Shoalwater

The Safety Bay CWA Hall was constructed in 1952 through the efforts of local volunteers with funds raised by CWA members. The place remains in use and has social value to local CWA members.



Image: City of Rockingham

Example Two: Roleystone Theatre

The place is associated with the Roleystone Choral and Dramatic Society, which was formed in 1933 and has used the Roleystone Theatre since that time. The place continues to hold social value for the local community as a long-standing venue for entertainment and social functions.



Example Three: Forrestdale Lake

The place has social value as a popular educational site and for bush walking and bird-watching. It is also valued by local Aboriginal communities as it is of historical-mythological significance, and was known as the 'place of the whistling kite' (Jandakot).



Image: Stephen Carrick

3.5 Spiritual value:

It is significant because it embodies or evokes intangible values and meanings which give it importance in the spiritual identity, or the traditional knowledge, art, and practices of a cultural group.

OVERVIEW

Spiritual value refers to the intangible values and meanings embodied in or evoked by a place which give it importance in the spiritual identity, or the traditional knowledge, art and practices of a cultural group. Spiritual values may also be interdependent on the social values and physical properties of a place.

INDICATORS

Places demonstrating this value should have importance for:

- contributing to the spiritual identity or belief system of a cultural group
- being a repository of knowledge, traditional art or lore related to spiritual practice of a cultural group
- maintaining the spiritual health and wellbeing of a culture or group
- finding expression in cultural practices or human-made structures, or inspire creative works

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the spiritual value is historical rather than in the present day.

EXAMPLE (INCLUSION)

Mosque, Katanning

Constructed in 1980 by the local Islamic community, the place has spiritual value to Islamic migrants in Katanning, many of whom originated from the Christmas and Cocos (Keeling) Islands. In recent times, the congregation has grown to include people from countries such as Afghanistan, Myanmar, the Congo, and China, and illustrates the diversity of the Katanning community.



3.6 Heritage Areas – an extra factor

A Heritage Area will be of significance for the local district if:

- it meets one or more of the values noted above in terms of aesthetic, historic, scientific, social, or spiritual significance; and,
- it demonstrates a unified or cohesive physical form in the public realm with an identifiable aesthetic, historic or social theme associated with a particular period or periods of development.

GUIDELINES FOR INCLUSION

A heritage area should have an overall theme or connecting heritage value that demonstrates a strong unifying character. It should always be established on the basis of a clear statement of significance, (that explains what is significant about an area and why) that describes its key features and elements. The individual components of a heritage area will collectively form a streetscape, townscape, or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

In some cases, the development of a heritage area may span an extended period and include a variety of building types. In such cases it may be worthwhile to analyse the different phases of growth as part of the assessment, while also demonstrating the 'unifying thread' that holds the area together as a meaningful whole.

EXAMPLE (INCLUSION)

Central York Heritage Area -

comprises a number of substantial commercial buildings as well as single storey residences along Avon Terrace and the north and west edges of the town centre, that illustrate the development of the town from its early establishment in the 1860's and 1870's, through to the gold boom period, the 1930's and later decades.



GUIDELINES FOR EXCLUSION

Heritage significance needs to be clearly distinguished from the broader concept of urban character, given that all areas or localities demonstrate some form of this. Heritage values can be conserved, diminished, destroyed, enhanced or restored, but (unlike other amenity values), cannot be replicated. Heritage Areas are select areas with special qualities and will generally be quite uncommon.

Further information on identification and adoption of heritage areas, as well as development of local planning policy for heritage areas, is included in separate guidelines.

4 The statement of cultural heritage significance

4.1 Writing a statement of cultural heritage significance

Every assessment document should include a statement of significance, which is a summary of the values that together best define the cultural heritage significance of the place. The statement should list the values in descending order of importance, ensuring that the primary contributors to the heritage significance of the place are read first. Not all the associated values need to be included in the statement.

4.2 Determining a level of significance

Typically, the assessment process will be guided by a thematic history of the local district or region, which should identify the historic themes relevant to a particular area. This will enable the identification of a wide variety of places that demonstrate the unique story of the locality, and which in the view of the local government are, or may become, of cultural heritage significance. It is worth noting that not every place which is 'old' is likely to demonstrate values relevant to local significance.

For each place that demonstrates one or more of the above values a level of significance should be determined, giving due regard to the additional qualities of rarity and representativeness.

4.2.1 Rarity - importance in demonstrating uncommon, rare, or endangered aspects of local heritage

OVERVIEW

A place may demonstrate rarity with respect to any of the values (aesthetic, historic, scientific, social, or spiritual). This encompasses places that either are

rare from the time of their construction, or subsequently become rare due to the loss of similar places or areas.

INDICATORS

Places demonstrating rarity should:

- provide evidence of a defunct custom, way of life or process
- demonstrate a custom, way of life or process that is in danger of being lost
- demonstrate a building function, design or technique of exceptional interest.

GUIDELINES FOR EXCLUSION

A place would generally not be considered to be rare if:

- it is not rare in the locality
- it appears rare only because research has not been undertaken to determine otherwise
- the analysis of rarity is dependent upon too many qualifiers. (e.g., the only brick house - with a tile roof - in the Federation style - designed by Charlie Bloggs)
- its distinguishing features have been degraded or compromised.

EXAMPLE (INCLUSION)

The Bungalow Cottage, Bunbury

The cottage is rare as a residence constructed using Bunbury Basalt, a material that was quarried locally and fashioned into building blocks.



4.2.2 Representative - importance in demonstrating the characteristics of a class of cultural places or environments in the local district.

OVERVIEW

This indicator explores how well a place would stand as a representative of others in its class. The analysis of representativeness provides information that helps to assess the relative merits of a place against its peers. A place may demonstrate representativeness with respect to any of the values.

A place will generally be considered to be representative if it:

- provides a good example of its type
- is representative of a common building or construction type, a particular period or way of life, the work of a particular builder or architect, or an architectural style

To be considered a good representative example, the place should have a high level of authenticity.

GUIDELINES FOR EXCLUSION

A place would generally not be considered to be representative if:

- its characteristics do not clearly typify its class
- the representative qualities have been degraded or lost.

EXAMPLE (INCLUSION)

Marginata Crescent Precinct, Dwellingup

The place is a good representative example of a intact group of government-designed early twentieth century timber workers' cottages that illustrate the provision of government housing for local timber mill employees.



Once the values and the additional qualities of rarity and representativeness have been defined for a place or area, a level of significance should be determined, giving due regard to these. This will result in the place being graded with one of the levels of significance, or classification, identified in Table 1. A place with exceptional significance may demonstrate either a particularly strong response to one value, or a range of responses to several. A place that responds in a minimal way to only a few values would have lower significance.

Table 1 – Levels of significance and classification

LEVEL OF SIGNIFICANCE TO THE LOCAL AREA	CLASSIFICATION	DESCRIPTION
Exceptional	Category 1	Essential to the heritage of the locality. Rare or outstanding example.
Considerable	Category 2	Very important to the heritage of the locality.
Some/moderate	Category 3	Contributes to the heritage of the locality.
Little	Category 4	Has elements or values worth noting for community interest but otherwise makes little contribution.

4.3 A note on integrity and authenticity

Authenticity and Integrity are aspects about the physical evidence of a place that can help understand its cultural significance. They are useful factors to take into consideration in relation to managing change to heritage places and assessing impacts to heritage values. These terms are not, however, defined in the Heritage Act, nor are they used within the Burra Charter.

The Heritage Council defines these terms as follows:

- Integrity - explains the extent to which the fabric is in its original state.
- Authenticity - explains the extent to which the original intention is evident, and the compatibility of current use.

Use levels of high, moderate, and low to describe the degree of integrity/authenticity and explain why.

Condition is another consideration that helps to determine if a place is a good, fine, or excellent example of its type.

5 Creating the place record

The preferred format for recording and storing heritage data is in the inHerit online Historic Heritage Places database.

This provides a central resource for heritage information across the State and initiates the mapping of places for inclusion in the State's land information services. For access and further information on administration of local heritage data in inHerit, please contact the Department of Planning, Lands and Heritage.

A full list of the fields included in a place record is included in the *Guidelines for Local Heritage Surveys*. Additional information has been provided for some of these fields below. For further information on completion of a place record, either within inHerit or generally, please contact the Department of Planning, Lands and Heritage.

5.1 Place name – standard conventions

The name for a place should be a unique identifier, notwithstanding that some information will be duplicated within the place record. While this may result in place names being longer and more complex, this is of great benefit when browsing through lists and tables of place names.

The place record includes a field to record alternative names for a place. This should include any name by which a place may have been known at any time in its past, or the current name if not indicated in the place name. The following statements should be used to guide determination of a name for any heritage place:

- The name of a place should, where possible, reflect the primary or original reason for its significance.
- For a place with no specific association or name to identify it, for example a simple residence, this will mean incorporating the street address and suburb into the name (e.g., House, 3 Suburban Street, Sampletown).

- Where a place has a distinct name, it will usually still be necessary to note the suburb (e.g., St Mark's Church, Smallplace), unless the name is itself unique in the State (e.g., Big Pointy Mountain).
- If the suburb is already integrated into the name of a place, it is not necessary to repeat it (e.g., Metrocity Town Hall).
- Where there has been a change of use or association, the original use will commonly (but not always), be more related to the significance of the place. Provided that the earlier physical fabric has been retained, a designation of '(fmr)' should be added to the name to indicate this earlier use. For example, a residence that was built for a prominent family but has been converted for office use would be listed as 'Sample Family Residence (fmr), 12 Old Street, Sampletown'.
- In instances where the primary significance does not relate to the original use, the name can reflect a later use. For example, 'Bunbury Women's Club' was formerly a rectory but has greater significance for its current use as a club, with the name reflecting this.
- Where there is little to distinguish between the significance of different uses, the place name would generally derive from the longest association.
- If a significant building has been demolished but is still the primary reason for listing a site, it is appropriate to use a place name (e.g., 'St Mark's Church (demolished), Smallplace').
- If the term 'demolished' is not appropriate, but physical traces of the former use have been largely removed, the term 'site of' can be used (e.g., Countrytown Cricket Pitch (site of)).
- If the place is listed as a ruin, this should be noted in the name (e.g., Bell Cottage (ruin), Rockingham).
- Where the significance of a place relates to its association with an event, the name should relate to the event and include the term 'site' (e.g., Site of First Town Fair).

5.2 Sites

A site is generally a place that has few visible material remains that relate to its former use and significance. It may be the location of a former industrial site or building, an old settlement, or an historic local event, and the land may have been redeveloped for an alternative use. For a site that has cultural heritage significance, the name should give a clear indication that this will not be found in its original built form. For example:

5.3 Recognising Aboriginal names

The inclusion of an Aboriginal name for a place of historic heritage significance may be relevant for a number of different reasons, but in general it would be considered where there is a known Aboriginal name for the site.

Aboriginal names should always be identified in consultation with traditional custodians and used only with their approval.

6 Groups and precincts

A group consists of two or more places that have a common association and share cultural heritage significance, but with boundaries that may or may not coincide. This could, for example, include a homestead group that includes associated buildings such as stables and shearing sheds or archaeological sites with a related theme, such as a group of wells, kilns, or quarries. The name should reflect the reason for defining the group and include the term 'Group' (e.g., Art Deco Cinemas Group, Metrocity).

A precinct is a defined area that contains multiple contributory elements with a uniting theme, usually on multiple lots, such as a series of buildings built to provide housing for timber workers, or a railway precinct that includes various structures and elements relating to the function of the railway. The area covered by a precinct should be contiguous. This is likely to result in the inclusion of elements that do not contribute to the significance of the place, and these should be identified as such within the listing. The term 'Precinct' should be included in the name within the LHS.

The term 'Heritage Precinct' is not preferred, i.e., use 'Main Street Precinct' not 'Main Street Heritage Precinct'. The term 'Heritage Area' should be reserved only for a place that has been adopted as such under the local planning scheme.

7 Location

7.1 Address

The address used should be the verified Landgate address, as shown on the tenure data for the place. If there no street address is available, then the location can be identified by reference to Lot on Plan.

Street names should use the correct abbreviation and format as identified in the current Land Tenure Data Dictionary from Landgate. For example, St George's Terrace, Perth, would be St Georges Tce (without an apostrophe, and with the abbreviated road name format).

If the place is not the whole lot, this would be identified in the mapping for the place and be clearly described as a part lot. When providing information to the Heritage Council, the mapping needs to be given in a Shape file, or a clear drawn map where this is not available. The drawn map should have reference to cadastral lots, roads and/or places of interest, so the place can be easily identifiable in spatial context.

Where there is a heritage place that occupies multiple street numbers, the address can be described as, for example: 1-3 New St, New Town. If the place occupies space on multiple streets e.g., a corner, each street address should be noted, with an additional location description noting the area as being on the corner of street A and street B.

Precincts should be defined in a similar way to places that occupy multiple lots. The main difference is that a precinct is usually centred around or along a road. When describing a precinct, the main road can be used, as well as named local roads within the precinct and the LGA name. The boundary should be clearly defined using a map that shows the whole precinct area and the roads contained. An example of a precinct address is: Throssell Street Precinct (between Mungilup Rd and Steere St South).

7.2 Location Description

This field can be used where there is no simple Landgate address, or where the place is known, or has previously been known, by a different address. The location description can also be used to compliment the address because it contains a lot more detail that accurately describes a place spatially.

Examples may include:

PLACE	ADDRESS	LOCATION DESCRIPTION
St Joseph's Convent (fmr)	142-152 Aberdeen St, Albany	
Balladong Farm Group		Cnr Avon Terrace and Parker Road, York
Ascot Residential & Stables Precinct		Bounded by Grandstand Rd, Gt Eastern Hwy, Davis St & Swan River Ascot
Oyster Harbour Fish Trap Site (Albany Fish Traps)		North End of Oyster Harbour, 10km NE of Albany, Albany
Rose Avenue Group	5, 5A, 16-18 Rose Ave Bayswater	

8. Related Documents

The following documents relate to this guideline:

- Guidelines for local heritage surveys (2022)
- Practice Note – Understanding and assessing cultural significance (Australia ICOMOS, 2013)
- Australia ICOMOS Charter for places of cultural significance, 2013
- Guidelines for heritage areas (2022)
- Guidelines for establishing a heritage list (2021)



The Department of Planning, Lands and Heritage acknowledges the traditional owners and custodians of land and waterways across Western Australia. The Department is committed to reconciliation to improve outcomes for Aboriginal and Torres Strait Islander peoples and to work together to provide a culturally-safe and inclusive environment.

Disclaimer

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THE BURRA CHARTER

The Australia ICOMOS Charter for
Places of Cultural Significance 2013



Australia ICOMOS Incorporated
International Council on Monuments and Sites

ICOMOS

ICOMOS (International Council on Monuments and Sites) is a non-governmental professional organisation formed in 1965, with headquarters in Paris. ICOMOS is primarily concerned with the philosophy, terminology, methodology and techniques of cultural heritage conservation. It is closely linked to UNESCO, particularly in its role under the World Heritage Convention 1972 as UNESCO's principal adviser on cultural matters related to World Heritage. The 11,000 members of ICOMOS include architects, town planners, demographers, archaeologists, geographers, historians, conservators, anthropologists, scientists, engineers and heritage administrators. Members in the 103 countries belonging to ICOMOS are formed into National Committees and participate in a range of conservation projects, research work, intercultural exchanges and cooperative activities. ICOMOS also has 27 International Scientific Committees that focus on particular aspects of the conservation field. ICOMOS members meet triennially in a General Assembly.

Australia ICOMOS

The Australian National Committee of ICOMOS (Australia ICOMOS) was formed in 1976. It elects an Executive Committee of 15 members, which is responsible for carrying out national programs and participating in decisions of ICOMOS as an international organisation. It provides expert advice as required by ICOMOS, especially in its relationship with the World Heritage Committee. Australia ICOMOS acts as a national and international link between public authorities, institutions and individuals involved in the study and conservation of all places of cultural significance. Australia ICOMOS members participate in a range of conservation activities including site visits, training, conferences and meetings.

Revision of the Burra Charter

The Burra Charter was first adopted in 1979 at the historic South Australian mining town of Burra. Minor revisions were made in 1981 and 1988, with more substantial changes in 1999.

Following a review this version was adopted by Australia ICOMOS in October 2013.

The review process included replacement of the 1988 Guidelines to the Burra Charter with Practice Notes which are available at: australia.icomos.org

Australia ICOMOS documents are periodically reviewed and we welcome any comments.

Citing the Burra Charter

The full reference is *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013*. Initial textual references should be in the form of the *Australia ICOMOS Burra Charter, 2013* and later references in the short form (*Burra Charter*).

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The Burra Charter consists of the Preamble, Articles, Explanatory Notes and the flow chart.

This publication may be reproduced, but only in its entirety including the front cover and this page. Formatting must remain unaltered. Parts of the Burra Charter may be quoted with appropriate citing and acknowledgement.

Cover photograph by Ian Stapleton.

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The Burra Charter

(The Australia ICOMOS Charter for Places of Cultural Significance, 2013)

Preamble

Considering the International Charter for the Conservation and Restoration of Monuments and Sites (Venice 1964), and the Resolutions of the 5th General Assembly of the International Council on Monuments and Sites (ICOMOS) (Moscow 1978), the Burra Charter was adopted by Australia ICOMOS (the Australian National Committee of ICOMOS) on 19 August 1979 at Burra, South Australia. Revisions were adopted on 23 February 1981, 23 April 1988, 26 November 1999 and 31 October 2013.

The Burra Charter provides guidance for the conservation and management of places of cultural significance (cultural heritage places), and is based on the knowledge and experience of Australia ICOMOS members.

Conservation is an integral part of the management of places of cultural significance and is an ongoing responsibility.

Who is the Charter for?

The Charter sets a standard of practice for those who provide advice, make decisions about, or undertake works to places of cultural significance, including owners, managers and custodians.

Using the Charter

The Charter should be read as a whole. Many articles are interdependent.

The Charter consists of:

- Definitions Article 1
- Conservation Principles Articles 2–13
- Conservation Processes Articles 14–25
- Conservation Practices Articles 26–34
- The Burra Charter Process flow chart.

The key concepts are included in the Conservation Principles section and these are further developed in the Conservation Processes and Conservation Practice sections. The flow chart explains the Burra Charter Process (Article 6) and is an integral part of

the Charter. Explanatory Notes also form part of the Charter.

The Charter is self-contained, but aspects of its use and application are further explained, in a series of Australia ICOMOS Practice Notes, in *The Illustrated Burra Charter*, and in other guiding documents available from the Australia ICOMOS web site: australia.icomos.org.

What places does the Charter apply to?

The Charter can be applied to all types of places of cultural significance including natural, Indigenous and historic places with cultural values.

The standards of other organisations may also be relevant. These include the *Australian Natural Heritage Charter*, *Ask First: a guide to respecting Indigenous heritage places and values* and *Significance 2.0: a guide to assessing the significance of collections*.

National and international charters and other doctrine may be relevant. See australia.icomos.org.

Why conserve?

Places of cultural significance enrich people's lives, often providing a deep and inspirational sense of connection to community and landscape, to the past and to lived experiences. They are historical records, that are important expressions of Australian identity and experience. Places of cultural significance reflect the diversity of our communities, telling us about who we are and the past that has formed us and the Australian landscape. They are irreplaceable and precious.

These places of cultural significance must be conserved for present and future generations in accordance with the principle of inter-generational equity.

The Burra Charter advocates a cautious approach to change: do as much as necessary to care for the place and to make it useable, but otherwise change it as little as possible so that its cultural significance is retained.

Articles

Article 1. Definitions

For the purposes of this Charter:

- 1.1 *Place* means a geographically defined area. It may include elements, objects, spaces and views. Place may have tangible and intangible dimensions.
- 1.2 *Cultural significance* means aesthetic, historic, scientific, social or spiritual value for past, present or future generations.

Cultural significance is embodied in the *place* itself, its *fabric*, *setting*, *use*, *associations*, *meanings*, *records*, *related places* and *related objects*.

Places may have a range of values for different individuals or groups.
- 1.3 *Fabric* means all the physical material of the *place* including elements, fixtures, contents and objects.
- 1.4 *Conservation* means all the processes of looking after a *place* so as to retain its *cultural significance*.
- 1.5 *Maintenance* means the continuous protective care of a *place*, and its *setting*.

Maintenance is to be distinguished from repair which involves *restoration* or *reconstruction*.
- 1.6 *Preservation* means maintaining a *place* in its existing state and retarding deterioration.
- 1.7 *Restoration* means returning a *place* to a known earlier state by removing accretions or by reassembling existing elements without the introduction of new material.
- 1.8 *Reconstruction* means returning a *place* to a known earlier state and is distinguished from *restoration* by the introduction of new material.
- 1.9 *Adaptation* means changing a *place* to suit the existing *use* or a proposed use.
- 1.10 *Use* means the functions of a *place*, including the activities and traditional and customary practices that may occur at the place or are dependent on the place.

Explanatory Notes

Place has a broad scope and includes natural and cultural features. Place can be large or small: for example, a memorial, a tree, an individual building or group of buildings, the location of an historical event, an urban area or town, a cultural landscape, a garden, an industrial plant, a shipwreck, a site with in situ remains, a stone arrangement, a road or travel route, a community meeting place, a site with spiritual or religious connections.

The term cultural significance is synonymous with cultural heritage significance and cultural heritage value.

Cultural significance may change over time and with use.

Understanding of cultural significance may change as a result of new information.

Fabric includes building interiors and sub-surface remains, as well as excavated material.

Natural elements of a place may also constitute fabric. For example the rocks that signify a Dreaming place.

Fabric may define spaces and views and these may be part of the significance of the place.

See also Article 14.

Examples of protective care include:

- maintenance — regular inspection and cleaning of a place, e.g. mowing and pruning in a garden;
- repair involving restoration — returning dislodged or relocated fabric to its original location e.g. loose roof gutters on a building or displaced rocks in a stone bora ring;
- repair involving reconstruction — replacing decayed fabric with new fabric

It is recognised that all places and their elements change over time at varying rates.

New material may include recycled material salvaged from other places. This should not be to the detriment of any place of cultural significance.

Use includes for example cultural practices commonly associated with Indigenous peoples such as ceremonies, hunting and fishing, and fulfillment of traditional obligations. Exercising a right of access may be a use.

Articles

- 1.11 *Compatible use* means a *use* which respects the *cultural significance* of a *place*. Such a use involves no, or minimal, impact on cultural significance.
- 1.12 *Setting* means the immediate and extended environment of a *place* that is part of or contributes to its *cultural significance* and distinctive character.
- 1.13 *Related place* means a *place* that contributes to the *cultural significance* of another place.
- 1.14 *Related object* means an object that contributes to the *cultural significance* of a *place* but is not at the place.
- 1.15 *Associations* mean the connections that exist between people and a *place*.
- 1.16 *Meanings* denote what a *place* signifies, indicates, evokes or expresses to people.
- 1.17 *Interpretation* means all the ways of presenting the *cultural significance* of a *place*.

Conservation Principles

Article 2. Conservation and management

- 2.1 *Places of cultural significance* should be conserved.
- 2.2 The aim of *conservation* is to retain the *cultural significance* of a *place*.
- 2.3 *Conservation* is an integral part of good management of *places of cultural significance*.
- 2.4 *Places of cultural significance* should be safeguarded and not put at risk or left in a vulnerable state.

Article 3. Cautious approach

- 3.1 *Conservation* is based on a respect for the existing *fabric*, *use*, *associations* and *meanings*. It requires a cautious approach of changing as much as necessary but as little as possible.
- 3.2 Changes to a *place* should not distort the physical or other evidence it provides, nor be based on conjecture.

Article 4. Knowledge, skills and techniques

- 4.1 *Conservation* should make use of all the knowledge, skills and disciplines which can contribute to the study and care of the *place*.

Explanatory Notes

Setting may include: structures, spaces, land, water and sky; the visual setting including views to and from the place, and along a cultural route; and other sensory aspects of the setting such as smells and sounds. Setting may also include historical and contemporary relationships, such as use and activities, social and spiritual practices, and relationships with other places, both tangible and intangible.

Objects at a place are encompassed by the definition of place, and may or may not contribute to its cultural significance.

Associations may include social or spiritual values and cultural responsibilities for a place.

Meanings generally relate to intangible dimensions such as symbolic qualities and memories.

Interpretation may be a combination of the treatment of the fabric (e.g. maintenance, restoration, reconstruction); the use of and activities at the place; and the use of introduced explanatory material.

The traces of additions, alterations and earlier treatments to the fabric of a place are evidence of its history and uses which may be part of its significance. Conservation action should assist and not impede their understanding.

Articles

- 4.2 Traditional techniques and materials are preferred for the *conservation* of significant *fabric*. In some circumstances modern techniques and materials which offer substantial conservation benefits may be appropriate.

Article 5. Values

- 5.1 *Conservation* of a *place* should identify and take into consideration all aspects of cultural and natural significance without unwarranted emphasis on any one value at the expense of others.
- 5.2 Relative degrees of *cultural significance* may lead to different *conservation* actions at a place.

Article 6. Burra Charter Process

- 6.1 The *cultural significance* of a *place* and other issues affecting its future are best understood by a sequence of collecting and analysing information before making decisions. Understanding cultural significance comes first, then development of policy and finally management of the place in accordance with the policy. This is the Burra Charter Process.
- 6.2 Policy for managing a *place* must be based on an understanding of its *cultural significance*.
- 6.3 Policy development should also include consideration of other factors affecting the future of a *place* such as the owner's needs, resources, external constraints and its physical condition.
- 6.4 In developing an effective policy, different ways to retain *cultural significance* and address other factors may need to be explored.
- 6.5 Changes in circumstances, or new information or perspectives, may require reiteration of part or all of the Burra Charter Process.

Article 7. Use

- 7.1 Where the *use* of a *place* is of *cultural significance* it should be retained.
- 7.2 A *place* should have a *compatible use*.

Explanatory Notes

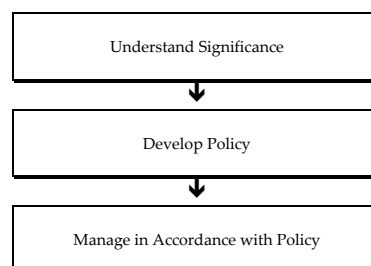
The use of modern materials and techniques must be supported by firm scientific evidence or by a body of experience.

Conservation of places with natural significance is explained in the Australian Natural Heritage Charter. This Charter defines natural significance to mean the importance of ecosystems, biodiversity and geodiversity for their existence value or for present or future generations, in terms of their scientific, social, aesthetic and life-support value.

In some cultures, natural and cultural values are indivisible.

A cautious approach is needed, as understanding of cultural significance may change. This article should not be used to justify actions which do not retain cultural significance.

The Burra Charter Process, or sequence of investigations, decisions and actions, is illustrated below and in more detail in the accompanying flow chart which forms part of the Charter.



Options considered may include a range of uses and changes (e.g. adaptation) to a place.

The policy should identify a use or combination of uses or constraints on uses that retain the cultural significance of the place. New use of a place should involve minimal change to significant fabric and use; should respect associations and meanings; and where appropriate should provide for continuation of activities and practices which contribute to the cultural significance of the place.

Articles

Article 8. Setting

Conservation requires the retention of an appropriate *setting*. This includes retention of the visual and sensory setting, as well as the retention of spiritual and other cultural relationships that contribute to the *cultural significance* of the *place*.

New construction, demolition, intrusions or other changes which would adversely affect the setting or relationships are not appropriate.

Article 9. Location

- 9.1 The physical location of a *place* is part of its *cultural significance*. A building, work or other element of a place should remain in its historical location. Relocation is generally unacceptable unless this is the sole practical means of ensuring its survival.
- 9.2 Some buildings, works or other elements of *places* were designed to be readily removable or already have a history of relocation. Provided such buildings, works or other elements do not have significant links with their present location, removal may be appropriate.
- 9.3 If any building, work or other element is moved, it should be moved to an appropriate location and given an appropriate *use*. Such action should not be to the detriment of any *place* of *cultural significance*.

Article 10. Contents

Contents, fixtures and objects which contribute to the *cultural significance* of a *place* should be retained at that place. Their removal is unacceptable unless it is: the sole means of ensuring their security and *preservation*; on a temporary basis for treatment or exhibition; for cultural reasons; for health and safety; or to protect the place. Such contents, fixtures and objects should be returned where circumstances permit and it is culturally appropriate.

Article 11. Related places and objects

The contribution which *related places* and *related objects* make to the *cultural significance* of the *place* should be retained.

Article 12. Participation

Conservation, *interpretation* and management of a *place* should provide for the participation of people for whom the place has significant *associations* and *meanings*, or who have social, spiritual or other cultural responsibilities for the place.

Article 13. Co-existence of cultural values

Co-existence of cultural values should always be recognised, respected and encouraged. This is especially important in cases where they conflict.

Explanatory Notes

Setting is explained in Article 1.12.

For example, the repatriation (returning) of an object or element to a place may be important to Indigenous cultures, and may be essential to the retention of its cultural significance.

Article 28 covers the circumstances where significant fabric might be disturbed, for example, during archaeological excavation.

Article 33 deals with significant fabric that has been removed from a place.

For some places, conflicting cultural values may affect policy development and management decisions. In Article 13, the term cultural values refers to those beliefs which are important to a cultural group, including but not limited to political, religious, spiritual and moral beliefs. This is broader than values associated with cultural significance.

Conservation Processes

Article 14. Conservation processes

Conservation may, according to circumstance, include the processes of: retention or reintroduction of a *use*; retention of *associations* and *meanings*; *maintenance*, *preservation*, *restoration*, *reconstruction*, *adaptation* and *interpretation*; and will commonly include a combination of more than one of these. Conservation may also include retention of the contribution that *related places* and *related objects* make to the *cultural significance* of a *place*.

Article 15. Change

15.1 Change may be necessary to retain *cultural significance*, but is undesirable where it reduces cultural significance. The amount of change to a *place* and its *use* should be guided by the *cultural significance* of the place and its appropriate *interpretation*.

15.2 Changes which reduce *cultural significance* should be reversible, and be reversed when circumstances permit.

15.3 Demolition of significant *fabric* of a *place* is generally not acceptable. However, in some cases minor demolition may be appropriate as part of *conservation*. Removed significant fabric should be reinstated when circumstances permit.

15.4 The contributions of all aspects of *cultural significance* of a *place* should be respected. If a place includes *fabric*, *uses*, *associations* or *meanings* of different periods, or different aspects of cultural significance, emphasising or interpreting one period or aspect at the expense of another can only be justified when what is left out, removed or diminished is of slight cultural significance and that which is emphasised or interpreted is of much greater cultural significance.

Article 16. Maintenance

Maintenance is fundamental to *conservation*. Maintenance should be undertaken where *fabric* is of *cultural significance* and its maintenance is necessary to retain that *cultural significance*.

Article 17. Preservation

Preservation is appropriate where the existing *fabric* or its condition constitutes evidence of *cultural significance*, or where insufficient evidence is available to allow other *conservation* processes to be carried out.

Conservation normally seeks to slow deterioration unless the significance of the place dictates otherwise. There may be circumstances where no action is required to achieve conservation.

When change is being considered, including for a temporary use, a range of options should be explored to seek the option which minimises any reduction to its cultural significance.

It may be appropriate to change a place where this reflects a change in cultural meanings or practices at the place, but the significance of the place should always be respected.

Reversible changes should be considered temporary. Non-reversible change should only be used as a last resort and should not prevent future conservation action.

Maintaining a place may be important to the fulfilment of traditional laws and customs in some Indigenous communities and other cultural groups.

Preservation protects fabric without obscuring evidence of its construction and use. The process should always be applied:

- where the evidence of the fabric is of such significance that it should not be altered; or
- where insufficient investigation has been carried out to permit policy decisions to be taken in accord with Articles 26 to 28.

New work (e.g. stabilisation) may be carried out in association with preservation when its purpose is the physical protection of the fabric and when it is consistent with Article 22.

Articles

Article 18. Restoration and reconstruction

Restoration and reconstruction should reveal culturally significant aspects of the *place*.

Article 19. Restoration

Restoration is appropriate only if there is sufficient evidence of an earlier state of the *fabric*.

Article 20. Reconstruction

20.1 *Reconstruction* is appropriate only where a *place* is incomplete through damage or alteration, and only where there is sufficient evidence to reproduce an earlier state of the *fabric*. In some cases, reconstruction may also be appropriate as part of a *use* or practice that retains the *cultural significance* of the place.

20.2 *Reconstruction* should be identifiable on close inspection or through additional *interpretation*.

Article 21. Adaptation

21.1 *Adaptation* is acceptable only where the adaptation has minimal impact on the *cultural significance* of the *place*.

21.2 *Adaptation* should involve minimal change to significant *fabric*, achieved only after considering alternatives.

Article 22. New work

22.1 New work such as additions or other changes to the *place* may be acceptable where it respects and does not distort or obscure the *cultural significance* of the place, or detract from its *interpretation* and appreciation.

22.2 New work should be readily identifiable as such, but must respect and have minimal impact on the *cultural significance* of the *place*.

Article 23. Retaining or reintroducing use

Retaining, modifying or reintroducing a significant *use* may be appropriate and preferred forms of *conservation*.

Article 24. Retaining associations and meanings

24.1 Significant *associations* between people and a *place* should be respected, retained and not obscured. Opportunities for the *interpretation*, commemoration and celebration of these associations should be investigated and implemented.

24.2 Significant *meanings*, including spiritual values, of a *place* should be respected. Opportunities for the continuation or revival of these meanings should be investigated and implemented.

Explanatory Notes

Places with social or spiritual value may warrant reconstruction, even though very little may remain (e.g. only building footings or tree stumps following fire, flood or storm). The requirement for sufficient evidence to reproduce an earlier state still applies.

Adaptation may involve additions to the place, the introduction of new services, or a new use, or changes to safeguard the place. Adaptation of a place for a new use is often referred to as 'adaptive re-use' and should be consistent with Article 7.2.

New work should respect the significance of a place through consideration of its siting, bulk, form, scale, character, colour, texture and material. Imitation should generally be avoided.

New work should be consistent with Articles 3, 5, 8, 15, 21 and 22.1.

These may require changes to significant fabric but they should be minimised. In some cases, continuing a significant use, activity or practice may involve substantial new work.

For many places associations will be linked to aspects of use, including activities and practices.

Some associations and meanings may not be apparent and will require research.

Articles

Article 25. Interpretation

The *cultural significance* of many *places* is not readily apparent, and should be explained by *interpretation*. Interpretation should enhance understanding and engagement, and be culturally appropriate.

Conservation Practice

Article 26. Applying the Burra Charter Process

26.1 Work on a *place* should be preceded by studies to understand the place which should include analysis of physical, documentary, oral and other evidence, drawing on appropriate knowledge, skills and disciplines.

26.2 Written statements of *cultural significance* and policy for the *place* should be prepared, justified and accompanied by supporting evidence. The statements of significance and policy should be incorporated into a management plan for the place.

26.3 Groups and individuals with *associations* with the *place* as well as those involved in its management should be provided with opportunities to contribute to and participate in identifying and understanding the *cultural significance* of the place. Where appropriate they should also have opportunities to participate in its *conservation* and management.

26.4 Statements of *cultural significance* and policy for the *place* should be periodically reviewed, and actions and their consequences monitored to ensure continuing appropriateness and effectiveness.

Article 27. Managing change

27.1 The impact of proposed changes, including incremental changes, on the *cultural significance* of a *place* should be assessed with reference to the statement of significance and the policy for managing the place. It may be necessary to modify proposed changes to better retain cultural significance.

27.2 Existing *fabric*, *use*, *associations* and *meanings* should be adequately recorded before and after any changes are made to the *place*.

Article 28. Disturbance of fabric

28.1 Disturbance of significant *fabric* for study, or to obtain evidence, should be minimised. Study of a *place* by any disturbance of the fabric, including archaeological excavation, should only be undertaken to provide data essential for decisions on the *conservation* of the place, or to obtain important evidence about to be lost or made inaccessible.

Explanatory Notes

In some circumstances any form of interpretation may be culturally inappropriate.

The results of studies should be kept up to date, regularly reviewed and revised as necessary.

Policy should address all relevant issues, e.g. use, interpretation, management and change.

A management plan is a useful document for recording the Burra Charter Process, i.e. the steps in planning for and managing a place of cultural significance (Article 6.1 and flow chart). Such plans are often called conservation management plans and sometimes have other names.

The management plan may deal with other matters related to the management of the place.

Monitor actions taken in case there are also unintended consequences.

Articles

28.2 Investigation of a *place* which requires disturbance of the *fabric*, apart from that necessary to make decisions, may be appropriate provided that it is consistent with the policy for the place. Such investigation should be based on important research questions which have potential to substantially add to knowledge, which cannot be answered in other ways and which minimises disturbance of significant fabric.

Article 29. Responsibility

The organisations and individuals responsible for management and decisions should be named and specific responsibility taken for each decision.

Article 30. Direction, supervision and implementation

Competent direction and supervision should be maintained at all stages, and any changes should be implemented by people with appropriate knowledge and skills.

Article 31. Keeping a log

New evidence may come to light while implementing policy or a plan for a *place*. Other factors may arise and require new decisions. A log of new evidence and additional decisions should be kept.

Article 32. Records

32.1 The records associated with the *conservation* of a *place* should be placed in a permanent archive and made publicly available, subject to requirements of security and privacy, and where this is culturally appropriate.

32.2 Records about the history of a *place* should be protected and made publicly available, subject to requirements of security and privacy, and where this is culturally appropriate.

Article 33. Removed fabric

Significant *fabric* which has been removed from a *place* including contents, fixtures and objects, should be catalogued, and protected in accordance with its *cultural significance*.

Where possible and culturally appropriate, removed significant fabric including contents, fixtures and objects, should be kept at the place.

Article 34. Resources

Adequate resources should be provided for *conservation*.

Words in italics are defined in Article 1.

Explanatory Notes

New decisions should respect and have minimal impact on the cultural significance of the place.

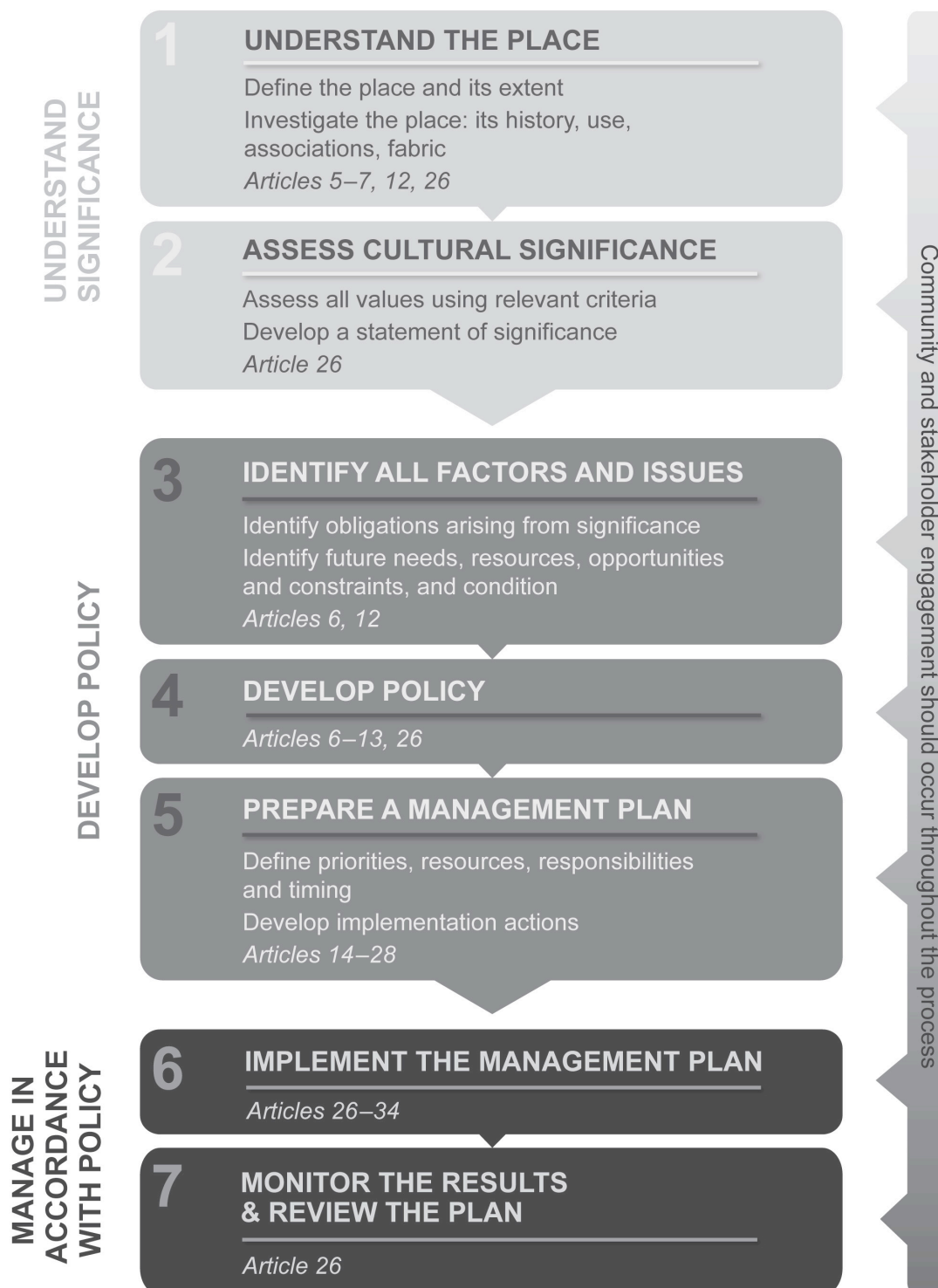
The best conservation often involves the least work and can be inexpensive.

The Burra Charter Process

Steps in planning for and managing a place of cultural significance

The Burra Charter should be read as a whole.

Key articles relevant to each step are shown in the boxes. Article 6 summarises the Burra Charter Process.





SHIRE OF CUBALLING

LOCAL HERITAGE SURVEY 2024

A review of the Shire of Cuballing's 1997 Municipal Inventory of Heritage Places

PRIMARY REPORT

also refer to:

Appendix 1 LHS places

Appendix 2 Heritage List places

DRAFT for comment 2024

HERITAGE INTELLIGENCE (WA)

Laura Gray JP M. ICOMOS B. Architecture (hon

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Appendix 1 Local Heritage Survey 2024 (draft for comment/consultation)

Appendix 2 DPLH Guidelines for assessment of Local Places

Appendix 3 Burra Charter – Foundation of heritage and conservation

Executive summary

Thankyou for the privilege of preparing the Shire of Cuballing's Local Heritage Survey.

The Local Heritage Survey is a review and update of the Shire of Cuballing's 1997 Municipal Inventory of Heritage Places.

The review is the result of Heritage Council directive arising from the Heritage Act 2018, whereby they are trying to get all local governments to prepare a 'Heritage List'. To identify a 'Heritage List', a review and update of the Heritage Inventory (1997) is necessary in order to be informed of, and understand, the places of heritage value to the community of the Shire of Cuballing. The 'Heritage List' has implications and needs to be understood and substantiated.

Any place, including sites, that the community considers of heritage value, is worth consideration for assessment and possible inclusion in the Local Heritage Survey. The places assessed as the most significant in the Local Heritage Survey are then recommended for the 'Heritage List', which includes the places already included on the State's Heritage Register.

For each heritage place (including sites) a level of significance and consequent management category is applied. The places with the highest level of significance are recommended for inclusion in the Shire of Cuballing's 'Heritage List' that provides policies and the provisions of the Local Planning Policy for future conservation.

Most places that are accessible, have been photographed, and some historical research has been undertaken beyond the existing documentation, the information has been interpreted and formatted to the relevant summaries of place records, physically described from the photograph, cross referenced with other places, and documented in the formatted table of places, with references to the Department of Planning, Lands and Heritage's inHerit database number, and arranged in alphabetical order as the primary index.

Eighty seven places have been identified in this draft of the Local Heritage Survey 2024.

Overall there are 53 new places, mostly sites. They are identified in Section 5 of this report, with "NEW" in the column where the inHerit number would be.

There are gaps in information, and undoubtably some errors in the interpretation of information, identification and locations of places, and dare I say I have probably missed a number of places of significance such as homesteads.

Community consultation is important to empower the community and engender pride in their history, while correcting and updating the information provided in this draft report.

1.0 INTRODUCTION

A review of the Heritage Inventory is a requirement of the Heritage Act 2018. Inventories have been renamed ‘Local Heritage Surveys’. This review is in accordance with the Part 8 of the Heritage Act 2018 that is essentially the same guidelines as the 1990 Act requirements, including the identification of the ‘Heritage List’.

The review is undertaken in consideration of the Department of Planning, Lands and Heritage’s *Guidelines for assessment of local heritage places (2022)* as recommended in *State Planning Policy 3.5 Historic Heritage Conservation*.

Assessments determine levels of significance for each place in consideration of the overall context of the Shire of Cuballing. The levels of significance are consistent with the required categories (Heritage Act 2018).

Substantiation of the heritage value of heritage places is the foundation for understanding a place and inclusion in the Local Heritage Survey. Almost every place in the review has been photographed, some historical research has been undertaken beyond the existing documentation, the information has been interpreted and formatted, physically described from photographs, cross referenced with other places, and documented in the formatted table of places, with references to the Department of Planning, Lands and Heritage’s (DPLH) inHerit database number, and arranged in alphabetical order as the primary index.

There are 87 places listed in the draft Local Heritage Survey 2024, 58 are new listings.

Of those 87 places, there are three on the Register of Heritage Places (Category 1) and 10 places that are recommended as Category 2 that will form the Heritage List with Planning Scheme and Policy provisions. Of the remaining 74 places, there are 21 Category 3 and 53 Category 4 places with no implications.

For each of the 87 places deemed to be of heritage value, a level of significance and consequent management category is applied. The places with the highest level of significance are recommended for inclusion in the Shire of Cuballing’s ‘Heritage List’ that provides policies and the provisions of the Local Planning Policy for future conservation.

Category 1	3 places
Category 2	10 places
Category 3	53 places
Category 4	21 places

2.0 INDICATORS FOR CULTURAL HERITAGE SIGNIFICANCE

Every place previously listed in the original 1997 heritage inventory have been assessed within DPLH's 2022 *Guidelines for assessment of local heritage places*.

The five indicators of significance for the assessment are summarised hereunder:

2.1 Aesthetic Value:

It is significant in exhibiting particular aesthetic characteristics valued by the community

Overview

Aesthetic value is necessarily subjective and should not simply rely on a common perception or most popular view.

There is a need to consider aesthetics as understood by different community groups and cultures.

A place does not necessarily need to conform to prevailing 'good taste' or be architecturally designed to display aesthetic qualities. For example, vernacular buildings that sit well within their cultural landscape due to the use of local materials, form, scale, or massing, may also have aesthetic value.

The aesthetic qualities of gardens, plantings and cultural landscape settings should also be considered.

Indicators

Places demonstrating this value should have importance:

- to a community for aesthetic characteristics.
- for its ability through archaeological investigation to reveal obscured fabric due to subsequent alterations or additions and in so doing, reveal aesthetic characteristics of an earlier structure, either through design or setting aesthetic characteristics of an earlier
- for its creative, design or artistic excellence, innovation or achievement
- for its contribution to the aesthetic values of the setting demonstrated by a landmark quality or having impact on important vistas
- for its contribution to the aesthetic qualities of the cultural environs or the natural landscape within which it is located or importance for its contribution to the natural landscape as part of a cultural environment
- for the aesthetic character created by the individual components that collectively form a significant precinct; that is, streetscape, townscape, or cultural environment

Guidelines For Exclusion

A place will generally be excluded if:

- the aesthetic qualities of the place do not exceed those of the general class to which the place belongs
- its distinguishing features have been lost, irreversibly impacted, or compromised
- its landmark or scenic qualities have been irreversibly impacted by subsequent activities or development

2.2 Historic value:

It is significant in the evolution or pattern of the history of Western Australia

Overview

The historic values associated with a place should be explored with reference to the thematic history for the locality and/or region.

Indicators

Places demonstrating this value should have importance:

- for the density or diversity of cultural features illustrating the human occupation and evolution of the locality, or region
- in relation to an event, phase or activity of historic importance in the locality, or region
- for close association with an individual or individuals whose life, works or activities have been significant within the history of the locality or region
- as an example of technical, creative, design or artistic excellence, innovation or achievement in a particular period.

The associations should be strong and verified by evidence and will most often be supported in the fabric of the place.

However, consideration should also be given to places with little or no fabric such as archaeological sites, ruins, and sites of historical importance.

Guidelines For Exclusion

A place will generally be excluded if:

- no reliable or verifiable physical, documentary, or historical evidence exists to demonstrate the association of the place with an historical event or phase in the locality

2.3 Scientific value:

Potential to yield information that will contribute to an understanding of the history of the locality or region

Overview

These indicators will generally inform a determination of scientific value. They will commonly be used to assess significance of identified, or potential, archaeological deposits, or to identify places that through investigation may reveal earlier construction and design techniques.

Indicators

Places demonstrating this value should have importance:

- for information/archaeological material contributing to a wider understanding of cultural history by virtue of its use as a research site, teaching site, type locality, reference or benchmark site

2.4 Social value:

It is significant through association with a community or cultural group in the locality or region for social, cultural, educational, or spiritual reasons.

Overview

Places of social value are commonly, but not always, public places that make a positive contribution to the local 'sense of place' and identity. They may be symbolic or landmark places, and may include places of worship, community halls, or schools, as well as privately owned places such as hotels, cinemas, or sporting venues. However, more modest places such as private residences may also be of importance to a particular group within the local community.

Indicators

Places demonstrating this value should be:

- highly valued by a community or cultural group for reasons of social, cultural, religious, spiritual, aesthetic, or educational associations.

Places need not be valued by the entire community to be significant. For example, a place may be valued by a community or cultural group based on its associations with a particular group's ethnic identity, religious belief, or profession.

Guidelines For Exclusion

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the social value is historical rather than in the present day.

Care should be taken not to confuse cultural heritage significance with amenity or utility.

There must be evidence that the building/ place is valued over and above everyday activities that occur there.

2.5 Spiritual value:

It is significant because it embodies or evokes intangible values and meanings which give it importance in the spiritual identity, or the traditional knowledge, art, and practices of a cultural group.

Overview

Spiritual value refers to the intangible values and meanings embodied in or evoked by a place which give it importance in the spiritual identity, or the traditional knowledge, art and practices of a cultural group. Spiritual values may also be interdependent on the social values and physical properties of a place.

Indicators

Places demonstrating this value should have importance for:

- contributing to the spiritual identity or belief system of a cultural group
- being a repository of knowledge, traditional art or lore related to spiritual practice of a cultural group
- maintaining the spiritual health and wellbeing of a culture or group
- finding expression in cultural practices or human-made structures, or inspire creative works

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others

- the spiritual value is historical rather than the present day.

2.6 Heritage Areas - an extra factor

A Heritage Area will be of significance for the local district if:

- it meets one or more of the values noted above in terms of aesthetic, historic, scientific, social, or spiritual significance; and,
- it demonstrates a unified or cohesive physical form in the public realm with an identifiable aesthetic, historic or social theme associated with a particular period or periods of development.

Guidelines For Inclusion

A heritage area should have an overall theme or connecting heritage value that demonstrates a strong unifying character. It should always be established on the basis of a clear statement of significance, (that explains what is significant about an area and why) that describes its key features and elements. The individual components of a heritage area will collectively form a streetscape, townscape, or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

In some cases, the development of a heritage area may span an extended period and include a variety of building types. In such cases it may be worthwhile to analyse the different phases of growth as part of the assessment, while also demonstrating the 'unifying thread' that holds the area together as a meaningful whole.

Guidelines For Exclusion

Heritage significance needs to be clearly distinguished from the broader concept of urban character, given that all areas or localities demonstrate some form of this. Heritage values can be conserved, diminished, destroyed, enhanced or restored, but (unlike other amenity values), cannot be replicated. Heritage Areas are select areas with special qualities and will generally be quite uncommon.

Further information on identification and adoption of heritage areas, as well as development of local planning policy for heritage areas, is included in separate guidelines.

Representative - importance in demonstrating the characteristics of a class of cultural places or environments in the local district.

Overview

This indicator explores how well a place would stand as a representative of others in its class. The analysis of representativeness provides information that helps to assess the relative merits of a place against its peers.

A place may demonstrate representativeness with respect to any of the values.

A place will generally be considered to be representative if it:

- provides a good example of its type
- is representative of a common building or construction type, a particular period or way of life, the work of a particular builder or architect, or an architectural style

To be considered a good representative example, the place should have a high level of authenticity.

Guidelines For Exclusion

A place would generally not be considered to be representative if:

- its characteristics do not clearly typify its class
- the representative qualities have been degraded or lost.

3.0 LEVELS OF SIGNIFICANCE

For each place deemed to be of heritage value, a level of significance and consequent category is applied.

The following table from the Heritage Council's *Guidelines for assessment of local heritage places (2022)* illustrates the details to identify relevant categories for the identified places. Each place was categorised on the basis of the following levels of significance:

LEVELS OF SIGNIFICANCE	DESCRIPTION	DESIRED OUTCOME
Category 1 Exceptional significance	Essential to the heritage of the locality Rare or outstanding example.	HERITAGE LIST Register of Heritage Places The place should be retained and conserved. Any alterations or extensions should reinforce the significance of the place and be in accordance with a Conservation Plan (if one exists for the place). Refer to Heritage Council. Planning Scheme provisions
Category 2 Considerable significance	Very important to the heritage of the locality. High degree of integrity/ authenticity.	HERITAGE LIST Conservation of the place is highly desirable. Any alterations or extensions should reinforce the significance of the place Planning Scheme provisions
Category 3 Some/Moderate significance	Contributes to the heritage of the locality. Has some altered or modified elements not necessarily detracting from the significance of the item.	NO CONSTRAINTS Conservation of the place is desirable. Contributes to the heritage of the locality. Has some altered or modified elements, not necessarily detracting from the overall significance of the place. Any alterations or extensions should reinforce the significance of the place. Original fabric should be retained where possible.
Category 4 Little significance	Some community interest to the history/heritage of the locality.	NO CONSTRAINTS Contributes to the history of the locality. Photographically record prior to any major development or demolition. Recognise and interpret the site.

4.0 CATEGORIES

Further to Heritage Council's *Criteria for the assessment of local heritage places and areas*, an important part of the recognition and understanding of cultural heritage significance of a place, is that some guidance is provided to the owners, managers, and statutory authority, to respond to that assessed significance.

Categories have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised.

Category 1 A place of exceptional cultural heritage significance to Shire of Cuballing and the state of Western Australia, that is either in the Heritage Council of Western Australia's Register of Heritage Places, or worthy of consideration for entry into the Register.

A place worthy of recognition and protection through provisions of the Shire of Cuballing's Planning Scheme and Local Planning Policy.

Planning application needs to be submitted to Shire of Cuballing for any proposed development. A Heritage Impact Statement may be required.

Planning application referred for heritage comment and background information for Heritage Council of Western Australia (HCWA).

The development application needs to be submitted to HCWA for support for any proposed development, and Shire of Cuballing cannot approve contrary to HCWA recommendation.

Recommend: Maximum encouragement to owners to retain and conserve the place. Full consultation with property owner prior to making the recommendation.

IMPLICATIONS of REGISTRATION:

A Memorial is lodged on the Certificate of Title of the Registered place under the provisions of the *Heritage Act (2018)*.

By virtue of the *Heritage Act (2018)*, the owner is bound to conserve the place.

ALL development (including demolition) MUST be referred to Heritage Council for consideration PRIOR to undertaking any works.

The Shire of Cuballing cannot approve anything contrary to Heritage Council recommendations.

Private owners of Registered places qualify for the Heritage Council's Conservation Grants Funding. A Conservation Management Plan or Conservation Management Strategy is a pre-requisite for conservation works funding assistance from the Heritage Council.

Local Government, churches and community (not-for-profit) owners qualify for Lotterywest conservation funding. It is funded loosely on a \$ for \$ basis, although 'inkind' contributions are encouraged. Benefit to the community is a significant factor in assessment for funding. A Conservation Management Plan or Conservation Management Strategy is a pre-requisite for conservation works funding and can also be funded.

Local Government owned Registered places qualify to claim for \$10,000 per annum 'Disability allowance' through the Grants Commission. Up to a maximum of \$50,000 is allowed for 5 buildings or more.

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- Category 2** A place of considerable cultural heritage significance to Shire of Cuballing that is worthy of recognition and protection through provisions of the Shire of Cuballing's Planning Scheme and Local Planning Policy.
- Planning application needs to be submitted to Shire of Cuballing for any proposed development for particular consideration of the heritage impact.
- Recommend:**
- Inclusion in the Heritage List**
Retain and conserve the place.
Document the place prior to any development; and photographic archive report if retention is not possible.
- IMPLICATIONS:**
- Planning applications must be submitted to Shire of Cuballing for approval prior to undertaking any works.**
- Private owners do not qualify for any funding.
- Local Government, churches and community (not-for-profit) owners qualify for Lotterywest conservation funding. It is funded loosely on a \$ for \$ basis, although 'inkind' contributions are encouraged. Benefit to the community is a significant factor in assessment for funding. A Conservation Management Plan or Conservation Management Strategy is usually a pre-requisite for conservation works funding and may also be funded on same basis as works funding assistance.
- Category 3** A place (including a site with no built remains) of some /moderate cultural heritage significance to Shire of Cuballing.
- No constraints.
- Some/moderate contribution to the heritage of the Shire of Cuballing.
- No constraints.
- Recommend:** Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place.
- IMPLICATIONS:**
- If a planning application is submitted to the Shire of Cuballing for approval, if approved a condition of development will require documentation and a photographic record of the place prior to any development or if retention is not possible.
- There are **no statutory requirements** pertaining to heritage issues.
- Private owners do not qualify for any funding.
- Local Government, churches and community (not-for-profit) owners qualify for Lotterywest conservation funding, although at a lower priority. It is funded loosely on a \$ for \$ basis, although 'inkind' contributions are encouraged. Benefit to the community is a significant factor in assessment

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for funding. A Conservation Management Plan or Conservation Management Strategy is usually a pre-requisite for conservation works funding and may also be funded on same basis as works funding assistance.

Category 4 A place (including a site with no built remains) of little cultural heritage significance to Shire of Cuballing.

No constraints.

Recommend: Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place.

IMPLICATIONS:

If a planning application is submitted to the Shire of Cuballing for approval, if approved a condition of development will require documentation and a photographic record of the place prior to any development or if retention is not possible.

There are **no statutory requirements** pertaining to heritage issues.

Private owners do not qualify for any funding.

Local Government, churches and community (not-for-profit) owners qualify for Lotterywest conservation funding, although at a lower priority. It is funded loosely on a \$ for \$ basis, although 'inkind' contributions are encouraged. Benefit to the community is a significant factor in assessment for funding. A Conservation Management Plan or Conservation Management Strategy is usually a pre-requisite for conservation works funding and may also be funded on same basis as works funding assistance.

Of the 87 identified places, there are 3 registered places entered onto the Heritage Council's Register of Heritage Places: Category 1.

This review recommends that 10 Category 2 places of the highest level of cultural heritage significance to the Shire of Cuballing, form the "Heritage List" that is relevant to the provisions of the Local Planning Policy.

The 21 Category 3 and 53 Category 4 places are not included in the Heritage List and consequently have no implications.

Refer to:

Appendix 1 Local Heritage Survey, in detail

Appendix 2 Heritage List recommended for Local Planning Policy and relevant to the Shire of Cuballing's Planning Scheme.

5.0 LOCAL HERITAGE SURVEY

A number of new places and sites have been identified and listed in the Local Heritage Survey.

The Local Heritage Survey List is presented in alphabetical order of towns and districts.

Refer to Appendix 1 for the detailed table of place records of the places listed hereunder.

The Local Heritage Survey List is presented in alphabetical order of towns and districts.

No.	inHerit #	Place Name	Address	Cat
		COMMODINE		
1	7228	SITE Commodine School	Pauley Road	4
2	7229	SITE Commodine Tennis Club	Pauley Road	4
3	7227	SITE 12 Mile Camp & Well	Pauley & Murphy roads (NE cnr)	4
4	7235	SITE Wills Pool	Hotham River & Commodine Creek	4
		CUBALLING		
5	NEW	SITE Cuballing town		4
6	615	Cuballing Hotel (former) Cuballing Tavern	71 Alton Street	2
7	NEW	SITE Cuballing Carriage Works		4
8	NEW	SITE Turners General Store	73 Alton Street	4
9	NEW	SITE Bakery	73 Alton Street	4
10	NEW	SITE Peter's General Store	75 Alton Street	4
11	NEW	SITE Coffee Palace	77 Alton Street	4
12	NEW	SITE National Bank	79 Alton Street	4

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13	NEW	SITE Butcher shop	81 Alton Street	4
14	NEW	SITE Glencross Saddlery	81 Alton Street	4
15	620	West Australian Bank (former)	83-89 Alton Street (cnr Campbell Street)	3
16	7225	Cuballing & Yornaning War Memorial	Alton Street	2
17	NEW	SITE Railway Barracks	Alton Street (behind the Post office)	4
18	616	Methodist Church (former) Uniting Church	Alton Street	2
19	7230	SITE Cuballing School	19 Beeston Street	4
20	NEW	SITE Cuballing School house	Beeston Street?	4
21	NEW	SITE "The Lodge"	Beeston Street? west of the school	4
22	7232	Dungog House	129 Campbell Street	2
23	NEW	Cuballing Sports Ground	Campbell Street	4
24	7231	Ingersley	Campbell Street (N cnr) 6 Morrell Street	3
25	619	St Peter's Anglican Church (former)	Campbell Street	3
26	NEW	Shire of Cuballing Administration Office and Council Chambers	Campbell Street	3
27	7223	Road Board Secretary's residence?	188 Campbell Street	3
28	618	Cuballing Civic Group CWA Hall, Shire Offices (former), Road Board Office (former) & Agricultural Hall	Campbell Street	1
29	617	Cuballing Post Office & Quarters (former)	195 Campbell Street cnr Alton Street	1
30	NEW	SITE First post office	Campbell Street cnr Ridley Street-East of railway	4
31	NEW	Dryandra Regional Equestrian Park	Darcy Street	4
32	NEW	Homestead	Great Southern Highway South of Cuballing	3
33	NEW	SITE Cuballing Railway Station	Railway Reserve	4
34	7224	Stationmaster's House (former)	Lot 30 Ridley Street	3

Shire of Cuballing
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			Railway reserve	
35	7233	Cuballing Cemetery	Springhill Road	2
36	NEW	Cuballing Golf Club	Stratherne Road	3
37	NEW	SITE CBH bin		4
		CUBALLING EAST		
38	7226	SITE The Tree, White Gum	Cuballing Road east (N at Wardering Road intersection.	4
		DRYANDRA		
39	3856	Dryandra Woodland Settlement Lions Dryandra Forest Village, Currawong Complex Nissen Huts	Dryandra Road via Congelin	1
40	NEW	SITE Dryandra School	Pennys Road	4
		EAST POPANYINNING		
41	NEW	SITE East Popanyinning Hall		4
42	NEW	SITES East Popanyinning School Site 1 - 1908-1912, 1918. Site 2 –1923-1938, 1938-1946		4
43	NEW	SITE Tennis courts (at hall?)	Doncon & Popanyinning Roads	4
44	NEW	SITE Aldinga School 1905-1928 Stratherne School (1928-1936)		4
45	25472	Darring Brook Road Bridge MRWA Bridge 0395	Williams-Kondinin Road	4
46	7236	Barn - Nyamutin Farm	1380 Neamutin Road	3
		NEBRIKINNING		

Shire of Cuballing
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47	13577	SITE Nebrikinning School/hall/ tennis courts	Nebrikinning Road	4
		NYAMUTIN		
48	621	SITE St Stephen's Anglican Church	Yealering-Popanyinning Road,1k E Nyamutin	4
		POPANYINNING		
49	624	Popanyinning School (former). CWA	48 Forrest Street	2
50	625	Teacher's Residence (former)	42 Forrest Street	3
51	NEW	SITE Presbyterian Church	Forrest Street	4
52	NEW	SITE Blacksmith Shop	96 Francis Street (NW cnr Howard Street)	4
53	623	Popanyinning Community Hall	98-100 Francis Street (SW cnr Howard Street)	2
54	NEW	House	104 Francis Street	3
55	7237	Store (former)	108 Francis Street	3
56	NEW	McGarrigal Park	110 Francis Street	3
57	NEW	Spragg's house and shop (former)	112 Francis Street	3
58	NEW	SITE Popanyinning Hotel	114 Francis Street NW Cnr Box Street	4
59	NEW	House	116 Francis Street	3
60	NEW	SITE Commercial bank	118 Francis Street	4
61	NEW	Popanyinning General Store	120 Francis Street	3
62	NEW	Popanyinning Post Office (former)	124 Francis Street	3
63	NEW	SITE Fred Viewing's garage	128 Francis Street	4

Shire of Cuballing
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64	NEW	SITE Popanyinning Tennis courts	Francis Street (SE cnr Dowling Road)	4
65	622	Popanyinning Railway Station	Francis Street (Railway Reserve)e	2
66	NEW	Popanyinning War Memorial	Francis Street (Railway Reserve)	3
67	NEW	Stationmaster's House (former)	Francis Street (Railway Reserve)	3
68	NEW	SITE Barracks Tent Village Bulk Grain Handling Facilities	Francis Street (Railway Reserve)	4
69	NEW	Fettlers Hut (former)	Francis Street (Railway Reserve) (east of, no name road)	4
70	NEW	Popanyinning Cemetery	176 Popanyinning East Road	2
71	NEW	SITE Popanyinning Rifle Range		4
72	NEW	Allandale		3
		WARDERING		
73	NEW	SITE Wardering School		4
		WEST POPANYINNING		
74	NEW	SITE West Popanyinning School	Wandering-Narrogin Road	4
75	NEW	SITE Lol Gray Soak School	Wandering-Narrogin Road	4
		WOODLANDS		
76	NEW	SITE Woodlands School		4
77	NEW	SITE Woodlands Tennis courts		4
		YORNANING		
78	NEW	SITE Yornaning Railway Station Water tank and stand.	Cowcher Street	4
79	NEW	SITE Yornaning Townsite		4
80	NEW	SITE Yornaning Agricultural Hall	Cowcher Street	4

Shire of Cuballing
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81	NEW	SITE Yornaning Store and Post office	Cowcher Street?	4
82	NEW	SITE Yornaning School	Cowcher Street (NW cnr Yornaning East Road)	4
83	NEW	SITE Yornaning School teachers house	Cowcher Street	4
84	NEW	SITE Tennis court	Cowcher Street	4
85	7234	CBH Bins	Cowcher Street	3
86	NEW	SITE Aboriginal reserve	Behind grain bins	4
87	NEW	Yornaning Railway Dam	Yornaning West Road	2

6.0 HERITAGE LIST

Categories 1 & 2 places

An important part of the recognition and understanding of cultural heritage significance of a place, is that some guidance is provided to the owners, managers and statutory authority, to respond to that assessed significance.

Management Categories have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised. The Heritage List is subject to the provisions of the Local Planning Policy.

The Heritage List is comprised of:

Category 1 A place of exceptional cultural heritage significance to Shire of Cuballing and the state of Western Australia, that is either in the Heritage Council of Western Australia's (HCWA) Register of Heritage Places (R) or worthy of consideration for entry into the Register.

There are 3 places on the Register of Heritage Places

Cuballing Civic Group

Cuballing Post Office & Quarters (former)

Dryandra Woodland Settlement

Category 2 A place of considerable cultural heritage significance to Shire of Cuballing that is worthy of recognition and protection through provisions of the Shire of Cuballing's Planning Scheme and Local Planning Policy.

15 places, 2 are new nominations

No.	inHerit #	Place Name	Address	Cat
		CUBALLING		
6	615	Cuballing Hotel (former) Cuballing Tavern	71 Alton Street	2
16	7225	Cuballing & Yornaning War Memorial	Alton Street	2
18	616	Methodist Church (former) Uniting Church	Alton Street	2
22	7232	Dungog House	129 Campbell Street	2
28	618	Shire Offices (former), Road Board Office (former) & Agricultural Hall, CWA Hall,	Campbell Street	1

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29	617	Cuballing Post Office & Quarters (former)	195 Campbell Street cnr Alton Street	1
35	7233	Cuballing Cemetery	Springhill Road	2
		DRYANDRA		
39	3856	Dryandra Woodland Settlement Lions Dryandra Forest Village, Currawong Complex Nissen Huts	Dryandra Road via Congelin	1
		POPANYINNING		
49	624	Popanyinning School (former) CWA	48 Forrest Street	2
53	623	Popanyinning Community Hall	98-100 Francis Street (SW cnr Howard Street)	2
65	622	Popanyinning Railway Station	Francis Street (Railway Reserve)e	2
70	NEW	Popanyinning Cemetery	176 Popanyinning East Road	2
		YORNANING		
87	NEW	Yornaning Railway Dam	Yornaning West Road	2

7.0 CATEGORIES 3 AND 4

An important part of the recognition and understanding of cultural heritage significance of a place, is that some guidance is provided to the owners, managers and statutory authority, to respond to that assessed significance.

Management Categories have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised.

Categories 3 and 4 are recognised for their cultural heritage value with no constraints associated with that recognition.

Category 3 A place (including a site with no built remains) of some /moderate cultural heritage significance to Shire of Cuballing.

No constraints.

Some/moderate contribution to the heritage of the Shire of Victoria Plains.

No constraints.

Recommend: Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place.

Category 4 A place (including a site with no built remains) of less cultural heritage significance to Shire of Victoria Plains.

No constraints.

Recommend: Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place.

No.	inHerit #	Place Name	Address	Cat
		COMMODINE		
1	7228	SITE Commodine School	Pauley Road	4
2	7229	SITE Commodine Tennis Club	Pauley Road	4
3	7227	SITE 12 Mile Camp & Well	Pauley & Murphy roads (NE cnr)	4
4	7235	SITE Wills Pool	Hotham River & Commodine Creek	4
		CUBALLING		
5	NEW	SITE Cuballing town		4

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7	NEW	SITE Cuballing Carriage Works		4
8	NEW	SITE Turners General Store	73 Alton Street	4
9	NEW	SITE Bakery	73 Alton Street	4
10	NEW	SITE Peter's General Store	75 Alton Street	4
11	NEW	SITE Coffee Palace	77 Alton Street	4
12	NEW	SITE National Bank	79 Alton Street	4
13	NEW	SITE Butcher shop	81 Alton Street	4
14	NEW	SITE Glencross Saddlery	81 Alton Street	4
15	620	West Australian Bank (former)	83-89 Alton Street (cnr Campbell Street)	3
17	NEW	SITE Railway Barracks	Alton Street (behind the Post office)	4
19	7230	SITE Cuballing School	19 Beeston Street	4
20	NEW	SITE Cuballing School house	Beeston Street?	4
21	NEW	SITE "The Lodge"	Beeston Street? west of the school	4
23	NEW	Cuballing Sports Ground	Campbell Street	4
24	7231	Ingersley	Campbell Street (N cnr) 6 Morrell Street	3
25	619	St Peter's Anglican Church (former)	Campbell Street	3
26	NEW	Shire of Cuballing Administration Office and Council Chambers	Campbell Street	3
27	7223	Road Board Secretary's residence?	188 Campbell Street	3
30	NEW	SITE First post office	Campbell Street cnr Ridley Street-East of railway	4
31	NEW	Dryandra Regional Equestrian Park	Darcy Street	4
32	NEW	Homestead	Great Southern Highway South of Cuballing	3
33	NEW	SITE Cuballing Railway Station	Railway Reserve	4
34	7224	Stationmaster's House (former)	Lot 30 Ridley Street	3

Shire of Cuballing
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			Railway reserve	
36	NEW	Cuballing Golf Club	Stratherne Road	3
37	NEW	SITE CBH bin		4
		CUBALLING EAST		
38	7226	SITE The Tree, White Gum	Cuballing Road east (N at Wardering Road intersection.	4
		DRYANDRA		
40	NEW	SITE Dryandra School	Pennys Road	4
		EAST POPANYINNING		
41	NEW	SITE East Popanyinning Hall		4
42	NEW	SITES East Popanyinning School Site 1 - 1908-1912, 1918. Site 2 –1923-1938, 1938-1946		4
43	NEW	SITE Tennis courts (at hall?)	Doncon & Popanyinning Roads	4
44	NEW	SITE Aldinga School 1905-1928 Stratherne School (1928-1936)		4
45	25472	Darring Brook Road Bridge MRWA Bridge 0395	Williams-Kondinin Road	4
46	7236	Barn - Nyamutin Farm	1380 Neamutin Road	3
		NEBRIKINNING		
47	13577	SITE Nebrikinning School/hall/ tennis courts	Nebrikinning Road	4
		NYAMUTIN		
48	621	SITE St Stephen's Anglican Church	Yealering-Popanyinning Road, 1k E Nyamutin	4

Shire of Cuballing
LOCAL HERITAGE SURVEY 2024

		POPANYINNING		
50	625	Teacher's Residence (former)	42 Forrest Street	3
51	NEW	SITE Presbyterian Church	Forrest Street	4
52	NEW	SITE Blacksmith Shop	96 Francis Street (NW cnr Howard Street)	4
54	NEW	House	104 Francis Street	3
55	7237	Store (former)	108 Francis Street	3
56	NEW	McGarrigal Park	110 Francis Street	3
57	NEW	Spragg's house and shop (former)	112 Francis Street	3
58	NEW	SITE Popanyinning Hotel	114 Francis Street NW Cnr Box Street	4
59	NEW	House	116 Francis Street	3
60	NEW	SITE Commercial bank	118 Francis Street	4
61	NEW	Popanyinning General Store	120 Francis Street	3
62	NEW	Popanyinning Post Office (former)	124 Francis Street	3
63	NEW	SITE Fred Viewing's garage	128 Francis Street	4
64	NEW	SITE Popanyinning Tennis courts	Francis Street (SE cnr Dowling Road)	4
66	NEW	Popanyinning War Memorial	Francis Street (Railway Reserve)	3
67	NEW	Stationmaster's House (former)	Francis Street (Railway Reserve)	3
68	NEW	SITE Barracks Tent Village Bulk Grain Handling Facilities	Francis Street (Railway Reserve)	4
69	NEW	Fettlers Hut (former)	Francis Street (Railway Reserve) (east of, no name road)	4
71	NEW	SITE Popanyinning Rifle Range		4

Shire of Cuballing
LOCAL HERITAGE SURVEY 2024

72	NEW	Allandale		3
		WARDERING		
73	NEW	SITE Wardering School		4
		WEST POPANYINNING		
74	NEW	SITE West Popanyinning School	Wandering-Narrogin Road	4
75	NEW	SITE Lol Gray Soak School	Wandering-Narrogin Road	4
		WOODLANDS		
76	NEW	SITE Woodlands School		4
77	NEW	SITE Woodlands Tennis courts		4
		YORNANING		
78	NEW	SITE Yornaning Railway Station Water tank and stand.	Cowcher Street	4
79	NEW	SITE Yornaning Townsite		4
80	NEW	SITE Yornaning Agricultural Hall	Cowcher Street	4
81	NEW	SITE Yornaning Store and Post office	Cowcher Street?	4
82	NEW	SITE Yornaning School	Cowcher Street (NW cnr Yornaning East Road)	4
83	NEW	SITE Yornaning School teachers house	Cowcher Street	4
84	NEW	SITE Tennis court	Cowcher Street	4
85	7234	CBH Bins	Cowcher Street	3
86	NEW	SITE Aboriginal reserve	Behind grain bins	4

8.0 FIRST NATION PEOPLES' HERITAGE

The Heritage Inventory under the requirements of the Heritage Act (2018) is relevant to places of historic cultural heritage significance to First Nation peoples relevant to the post-contact period only.

The Department of Planning, Lands and Heritage (DPLH) oversees an “Aboriginal Sites Database” and works with First Nation peoples to protect their culture and to protect and manage places and objects of significance to cultural Aboriginal heritage as detailed in the *Aboriginal Heritage Legislation Amendment and Repeal Act 2023*.

The amended *Aboriginal Heritage Act 1972 (Aboriginal Heritage Legislation Amendment and Repeal Act 2023)* includes the following improvements:

- Proponents and Native Title parties will have the same right of review for Section 18 decisions via the State Administrative Tribunal, with clear timeframes and an ability for the Premier to call-in a decision of ‘State or regional significance’, to act in the interests of all Western Australians.
- When a Section 18 consent has been granted by the Minister, the landowner will be required to notify the Minister of any new information about an Aboriginal site.
- Section 18 Consents will transfer where there is a change in land ownership.
- A new statutory Aboriginal Cultural Heritage Committee, with majority Aboriginal representation and male and female Aboriginal co-Chairs, will make recommendations on Section 18 Notices to the Minister.

All landowners, be they freehold, leasehold, licensee, invitee or citizen, have one simple obligation: that is - to not knowingly damage an Aboriginal cultural heritage site, which has been the law since 1972.

Landowners can make applications for a Section 18 consent and other approvals through DPLH's [ACHknowledge](#) – a dedicated Aboriginal cultural heritage portal.

9.0 CONCLUSION

The 2024 Local Heritage Survey reiterates the considerable significance of the rich heritage and history of Cuballing's town and districts and will provide strategic guidance to conserve those places assessed as having a high level of cultural significance.

10.0 REFERENCES

11.0 APPENDICES (attached)

Appendix 1	Local Heritage Survey 2024
Appendix 2	DPLH Criteria for assessment of Local Places and Heritage areas
Appendix 3	Burra Charter – Foundation of heritage and conservation

9.2.2 Draft Shire of Cuballing Disability Access and Inclusion Plan 2025-2030

File Ref. No:	ADM13
Disclosure of Interest:	Nil
Date:	8 April 2025
Author:	Chris Paget – Chief Executive Officer
Attachments:	Draft Disability Access and Improvement Plan 2025-2030

Summary

For Council to consider the draft Shire of Cuballing Disability and Inclusion Plan (DAIP) 2025-2030 and seek approval to use the draft as the basis for public consultation.

Background

The Disability Services Act 1993 requires all local government authorities to produce a DAIP. The DAIP must be lodged with the Department of Communities Disability Services Commission for 5-year periods. The existing Shire of Cuballing DAIP expired in June 2024, with the proposed draft DAIP being for the period 2025-2030 to continue to align with the 5-year cycle.

An updated DAIP 2025-2030 will assist the Shire in achieving compliance with the Disability Services Act 1993.

Comment

The previous DAIP 2019-2024 has been reviewed and updated to produce a draft DAIP 2025-2030 to go out for public consultation.

There is a legislative requirement to undertake a consultation process before adopting the new Plan, and the minimum standard is to invite public submissions. As the Shire of Cuballing does not have the staffing levels or other resources for an extensive consultation process, it is proposed to invite public submissions on the new draft DAIP closing in late May 2025 so that the new DAIP can be adopted at the June Ordinary Council Meeting.

We will be seeking comments and/or submissions from residents and relevant stakeholders, in particular those that have either lived experience or the most dealings with and knowledge of local persons with disabilities.

Statutory Implications

Disability Services Act 1993
Disability Services Regulations 2004
Equal Opportunity Act 1984
Disability Discrimination Act 1992 (Cth)

Financial Implications

The cost of giving public notice of the draft Plan and inviting submissions is accounted for within the current annual budget.

Policy Implications

There are no direct policy implications for this matter.

Risk Implications

This item has been evaluated against the Shire of Cuballing Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by

routine procedures and is unlikely to need specific application of resources.

Strategic Implications

Shire of Cuballing Strategic Community Plan 2023-2033:

Social

- A place where people of all ages, abilities and stages of life are active and connected.

Governance

- Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.
- Enhancing community information and engagement.

Voting Requirements

Simple majority

OFFICER'S RECOMMENDATION:

That Council:

- 1) Approves the draft Shire of Cuballing Disability Access and Inclusion Plan 2025-2030 as the basis for inviting general public and stakeholder comment/submissions, with this period closing May 2025; and**
- 2) Requests a further report (taking into account any submissions received) prior to the June Ordinary Council Meeting in order to endorse and adopt the final DAIP.**

9.2.3 Audit, Risk and Improvement Committee & Independent Membership

File Ref. No:	ADM35
Disclosure of Interest:	Nil
Date:	10 April 2025
Author:	Chris Paget – Chief Executive Officer
Attachments:	Nil

Summary

For Council to approve the re-titling of the existing Audit Committee to “Audit, Risk and Improvement Committee (ARIC)” and to authorise the recruitment of Independent Members to the ARIC.

Background / Comment

As specified in the *Local Government Act 1995* (‘the Act’), local governments were required to establish an audit committee of three (3) or more persons to exercise and discharge the duties conferred on it. The members of the audit committee were to be appointed by the local government and at least three (3) of the members, and the majority, being Council members. The Chief Executive Officer (CEO) was not permitted to be a member or nominate a person for membership. The Shire of Cuballing Audit Committee currently consists of all the Shire’s elected members.

The audit committee plays a key role in assisting a local government in fulfilling its governance and oversight responsibilities, particularly regarding financial reporting, internal controls, risk management, legislative compliance, ethical accountability and audit functions.

The *Local Government Amendment Act 2024* received assent on 6th of December 2024. As part of this amendment, several changes were made to Part 7 of the *Local Government Act 1995*, specifically regarding the audit of local governments financial accounts and the conduct of audits.

Division A1 section 7.1A of the *Local Government Amendment Act 2024* requires all local governments to establish a committee of its council under section 5.8 of ‘the Act’ to be called the Audit Risk and Improvement Committee (ARIC), which was previously known as the Audit committee under previous legislation.

The following provisions apply in respect of the membership of the ARIC.

- a. An employee of the local government is not to be a member.
- b. No member is to be nominated by, or is to be appointed to represent, any employee of the local government.
- c. The presiding member of the ARIC cannot be a council member of the local government or of any other local government.
- d. Any deputy to the presiding member of the ARIC cannot be a council member of the local government or of any other local government.

As a result of the changes provided by the *Local Government Amendment Act 2024* the Shire of Cuballing will be required to recruit two independent members to the ARIC.

An independent member will preside over the ARIC meetings ensuring a level of neutrality and impartial oversight and will be required to have experience and knowledge in the following areas:

- Financial reporting.
- Audit and assurance.
- Principles of good organisational governance; and
- Risk management and internal control principles.

Additional desirable skills and experience include:

- Strong leadership qualities to guide effective committee decisions.

- Analytical skills to assess complex information.
- Knowledge of the local government sector.
- Familiarity with meeting procedures and Local Law Standing Orders; and
- Awareness of emerging risks such as cyber security and climate change.

The deputy to the presiding member will only attend meetings when the presiding member is unable to attend the meeting.

Independent audit committee members are to be appointed for 2-year terms that are in line with local government elections. Note that it is likely the initial appointments would be from mid-2025 to the election date in October 2025, with a new term commencing thereafter until the next ordinary election day in October 2027.

The remuneration for independent audit committee members is determined per ARIC meeting attended in accordance with the Salaries and Allowances Tribunal's guidelines for Band 4 local governments, in addition to any reasonable expenses as outlined in the *Local Government (Administration) Regulations 1996* and the relevant Salaries and Allowances Tribunal Determination. Providing appropriate remuneration is essential to attract and retain qualified, experienced, and independent candidates who can effectively contribute to the audit committee's oversight and governance responsibilities.

The Shire of Cuballing is required to comply with the *Local Government Act 1995* and the *Local Government Amendment Act 2004* by establishing an Audit, Risk and Improvement Committee (ARIC) with two independent audit members. These members will bring essential expertise in governance, risk management, and audit functions to the committee, ensuring neutrality and impartial oversight. To effectively attract qualified candidates, it is recommended that the Shire offer competitive remuneration in line with the Salaries and Allowances Tribunals guidelines. This appointment and the associated changes will strengthen the Shire's governance framework, aligning with both legal requirements and the needs for enhanced oversight in the local government sector.

Statutory Environment

Local Government Act 1995

5.11A. Deputy committee members

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.
* Absolute majority required.
- (2) A person who is appointed as a deputy of a member of a committee is to be —
 - (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

Division 1A – Audit, risk and improvement committee

5.8. Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council.

* Absolute majority required

7.1A Establishment of audit, risk and improvement committee.

- (1) A local government must establish a committee of its council under section 5.8 to be called the audit, risk and improvement committee.
- (2) The following provisions apply in respect of the membership of the audit, risk and improvement committee:
 - (a) an employee of the local government is not to be a member.
 - (b) no member is to be nominated by, or is to be appointed to represent, any employee of the local government.
 - (c) section 5.10(1)(b) does not apply.
- (3) The presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.
- (4) Any deputy presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.

7.1B Deputy of presiding member or of deputy presiding member.

- (1) The local government must appoint a person under section 5.11A to be a deputy of the presiding member of the audit, risk and improvement committee.
- (2) In addition to the requirement of section 5.11A(2)(c), the deputy of the presiding member cannot be a council member of any other local government.
- (3) If section 5.14 applies to a meeting of the audit, risk and improvement committee, the committee members present at the meeting must choose the deputy of the presiding member, if present, to preside at the meeting.
- (4) If the local government appoints a person under section 5.11A to be a deputy of the deputy presiding member of the audit, risk and improvement committee, in addition to the requirement of section 5.11A(2)(c), the appointed deputy cannot be a council member of any other local government.

7.1C Delegation to audit, risk and improvement committee

- (1) The only powers and duties that the local government may delegate to the audit, risk and improvement committee under section 5.16 are as follows:
 - (a) any of its powers and duties under this part;
 - (b) any prescribed power or duty.
- (2) The provision that may be made by regulations for the purposes of subsection (1)(b) is not limited by the other subject matter of this part.
- (3) The local government's power to delegate to the audit, risk and improvement committee is not limited by section 5.17.

7.1CA Decisions of audit, risk and improvement committee

Despite section 5.20, a decision of the audit, risk and improvement committee is to be made by a simple majority.

Financial Implications

Payment of the independent ARIC member remuneration will be an on-going cost to Council, and this will need to be considered each year during budget preparations.

Staff resources will also be required to complete the recruitment process every two years as legislated.

Policy Implications

Nil

Strategic Implications

Shire of Cuballing Strategic Community Plan 2023-2033:

Governance

- Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.
- Enhancing community information and engagement.

Voting Requirements

Absolute majority required

OFFICER'S RECOMMENDATION:

That Council:

- 1) Retitles the existing Audit Committee as the "Audit, Risk and Improvement Committee (ARIC)"; and**
- 2) Authorises the Chief Executive Officer to initiate the recruitment process for an Independent Presiding Member and Independent Deputy Presiding Member for the ARIC.**

9.3 MANAGER OF WORKS AND SERVICES:

Nil

10. COMMITTEE REPORTS

Nil

11. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING

13. CONFIDENTIAL MATTERS

Nil

14. NEXT MEETING

Ordinary Council Meeting, 3.00pm. Wednesday 21st May 2025 at the Shire of Cuballing CWA Hall, Campbell Street, Cuballing.

15. CLOSURE OF MEETING