

MINUTES 07/12/21	GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC	
Meeting opened	9.05am	
Present	Wendy Trow, Jodie Hornum, Tina Del Ridley, Karen Conner, Joe Taylor, Janine Milton, Fred Mills, Ric Thomas, Katherine Thorgersen, Karen Magi, Geoff McMullen, Roz Benson, Damien Cameron, Councillor Leanne Wringe, Councillor Phil Jones.	
Apologies	Deb Vanallen, Brian Vanallen, Jackie Massey, Helen Christensen	
New business	<p>1. Balingup Cemetery (Raelene Bailey) Raelean Bailey and Noelene King are meeting with Shire at the cemetery on 8th Dec at 10am to discuss making improvements to the cemetery, which is falling in to disrepair. Anyone interested in this project is to contact Raelean or Noelene.</p> <p>2. Bird Houses (John Bailey) At recent Open Space, John Bailey put forward an idea to build bird houses in the Balingup area and install cameras with a link to an App or website. He has already spoken to Lotterywest and we agreed that this project could be submitted to Lotterywest as a 'stand alone' project. It may be possible that he needs this auspiced under BPA.</p> <p>3. Bushfire Ready Report on 'Neighbourhood Group' preparation, there is a need for increasing information distribution. A letterbox box drop was suggested.</p> <p>4. Balingup Small Farm Field Day The new Coordinator is now on board and will be working from the new office space two days a week. BSFFD Committee has been formalised and in 2022 there will be a one day event on Saturday 9th April (and possibly Farm Visits on the Sunday). The theme is - Think Globally. Act Locally. The committee is the process of applying for grant funding.</p> <p>5. Baling-Upcycle The official opening will be on the 9th of December and the shop will be open on Thursday's, Friday's, Saturday's and Sunday's. Potentially will have workshop space for less waste/upcycling projects.</p> <p>6. Health and Wellness Event A similar event will be held on the Village Green possibly in March next year. Local businesses will be promoted as food outlets.</p> <p>7. Balingup Medieval Carnivale At the recent AGM new committee members were elected, now currently in maintenance mode and planning for 2022.</p>	<p>Wendy Trow</p> <p>Wendy Trow</p> <p>Janine Milton</p> <p>Janine Milton</p> <p>Katherine Thorgersen</p> <p>Katherine Thorgersen</p> <p>Damien Cameron</p>

	<p>8. Entrance Statement Discussion on the condition of the entrance statement and the process involved to arrange repairs. Councillor Wringe to assist in providing information on the conditions of the Shire asset. <i>BPA to write to Shire of Donnybrook-Balingup to advise repairs are needed.</i></p> <p>9. Lotterywest Collaborative Funding An Open Space was held on 19th November. The following were agreed as priority projects:</p> <ul style="list-style-type: none"> • Multi-purpose (tennis, netball, basketball) outdoor hard court for the Recreation Centre. • “Wayfinding” project to improve access to tracks and trails. <p>We agreed that, if we get the funding, a public meeting will be held to discuss how the \$60,000 grant will be distributed across these two projects based on the costings provided for each project</p> <p>10. Townscape Community Consultation Community consultation guidelines have been developed in conjunction with H.Christensen and the Townscape Committee and the draft has been approved by the BPA Executive. The policy was distributed with the December BPA Agenda. This policy is needed because the Shire requires BPA to sign off as approving Townscape projects and BPA is required to provide public liability insurance. It was agreed that the consultation policy be adopted.</p> <p>11. Working with Children Policy This policy is needed to ensure all volunteers working with children where the parents are not present, have completed a WWC check. It was agreed that the WWC policy be adopted and distributed to event coordinators.</p> <p>12. Hire of Spare Room The spare room in the Community Centre has been converted back into an office and redecorated. Although primarily for the use of the Event Coordinator, it was agreed that the office could be hired out on days that it is not used. It was agreed that the rate be: Community Members – ½ day \$10 Full day \$20 Non Community Members – ½ day \$20 Full day \$40 <i>W.Trow to liaise with Helen Christensen re the booking process.</i></p> <p>13. Summary of LEMC Meeting W.Trow provided a summary of the recent Local Emergency Management Committee meeting:</p> <ul style="list-style-type: none"> • St John Ambulance need more members • Two arsonists in the South West – please report suspicious behavior. • Go to Mygov to download your vaccine certificate on your phone. • Federal government has purchased a heavy air tanker. It is for the whole country but, when in WA will be at Busselton. • DBCA now position two fire trucks in high risk areas on catastrophic fire days. This will reduce the response time. • STAND system has been installed. 	<p>Ric Thomas</p> <p>Wendy Trow</p>
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- Satellite phone is on order.

14. Upcoming Events

Open Space Environment

Open Space discussion focussed on Environment.

Thursday 9th December at Golden Valley Tree Park. 9am – 11am. BYO chairs.

Events Workshop

Run by the Shire, this will help Event Coordinators complete Event Application forms

To be held Thursday 16 December 1pm at Balingup Lesser Hall.

Australia Day

Shire has confirmed they will provide \$400 for the Balingup event.

BPA will fund the remainder as per past arrangements.

BFB has been asked to obtain the food and cook on the day. A

Welcome to Country (or Acknowledgement) will be given at the start of the event.

W.Trow will liaise with H.Christensen to regarding other arrangements.

Outdoor Movie

The Shire will be hosting an outdoor movie in Balingup on Friday 11th February 2022. The movie is The Secret Garden (2019) and is rated PG. The Shire is offering \$500 to any community group happy to cook sausage sizzle and will provide the food.

As this is very close to the Volunteers Day planned for 6th February it was agreed that the two events be combined.

The Shire has provided a \$400 grant for Volunteers Day and confirmed the two events can be combined.

It was agreed that BPA will also contribute \$400 to the event.

W.Trow to liaise with the Shire. Karyn Connor has agreed to assist with coordination.

15. Dates for BPA meetings 2022

Since it was established in 1979, Balingup Progress Association has held its meetings at 7pm on the first Wednesday of the month.

During the strategic planning conversations 2021, younger residents advised that daytime meetings would suit them better. The BPA Executive agreed to trial daytime meetings between July and October 2021 and found that it did indeed create opportunities for a broader range of members of the community to attend BPA meetings.

The President moved that, in 2021/22, daytime meetings of the BPA be held on every second month. The program to be:

Tuesday 7th December	9am
January 2022	No meeting
Wednesday 2nd February	7pm
Tuesday 1 st March	9am
Wednesday 6 th April	7pm

	Tuesday 3 rd May	9am	
	Wednesday 1 st June	7pm	
	Tuesday 5 th July	9am	
	Wednesday 3 rd August	7pm	
	Tuesday 6 th Sept	9am	
	October AGM	To be agreed (day or evening preferred?)	
Report on action items	Ongoing (tabled) Complete (tabled)		Chair Chair
Correspondence list	Incoming/Outgoing (tabled)		Secretary
Correspondence list accepted and received	Moved W. Troy Seconded T. Del Ridley		Carried Y
Other meetings/groups	BPA Executive Meeting (Annex F)		Secretary
Confirmation of minutes from previous meeting on 3/11/2021	Amendments Y November Action List - "That Townscape approved Scarecrow project in principal, required more information on location" Moved G. McMullen Seconded J. Milton		Carried Y
Treasurer's report and accounts for payment	(tabled) Bank account statement presented to meeting Operating account \$22,445.89 (Monies held for Birdwood Park Avenue of Honour \$162.04, Men in Sheds \$400.00, Memorial Grant \$260.17) Term Deposit account \$35,294.18 Accounts for payment: \$228 reimbursement to Jodie Hornum for Microsoft 365 subscription Donations: none Membership payments: none		Treasurer
Treasurer's report accepted and accounts approved for payment	Amendments N Moved J. Milton Seconded W. Trow		Carried Y
Business arising from previous minutes	Refer to Annex A		
Reminders	Events Application form workshop, 16 December, 1pm – 3pm at Lesser Hall This workshop is designed specifically to help event co-ordinators complete their event application forms for 2022. Shire staff will be on hand to answer your questions.If you want to come, please register with Wendy Trow.		
Meeting closed	10.26am		
Next meeting date/time	Wednesday 02/02/2022 at 7pm		

03/11/2021	ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC	
ITEM MEETING DATE (FROM) PERSON RESPONSIBLE	ACTION	STATUS
Community Response in an Emergency Nov 21 (W.Trow)	W.Trow has had discussion with BADTA committee and one other group regarding Local Recovery Plan for Balingup. BADTA have confirmed they are forming a Tourism/Economy sub-committee. More discussion with other groups will take place in 2022.	ONGOING
Grant Application – SFFD – FRRR Nov 21 (W.Trow/J.Milton)	J.Milton and W.Trow have submitted a funding request to FRRR for \$24,359 to pay for infrastructure (tents, sound system etc).	COMPLETED
Townscape Community Consultation Guidelines Nov 21 (W.Trow/H.Christensen)	W.Trow advised that a set of community consultation guidelines have been developed in conjunction with H.Christensen and the Townscape Committee and the draft has been approved by the BPA Executive. This policy is needed because the Shire requires BPA to sign off as approving Townscape projects and BPA is required to provide interim public liability insurance. See Annex C. Will table for approval at December meeting.	COMPLETED
Working With Children policy Nov 21 (W.Trow)	Draft policy has been approved by BPA Executive (Annex D). Will table for approval at December meeting. To be distributed to all BPA sub committees that organize events involving children.	COMPLETED
Volunteer Induction Policy & Covid Policy Nov 21 (W.Trow)	These policies were discussed by the BPA Executive (Annex E). It was agreed that, as it is unclear exactly what is required for small community groups, we wait until more detailed guidelines are issued by the State Government.	COMPLETED
Balingup Patches & Craft Wall Hangings Nov 21 (W.Trow)	The acoustic panels have been installed in the Lesser Hall and W.Trow has requested these be insured as BPA assets in the 2022 insurance request submitted to AON.	ONGOING (February)
Balingup Town Hall Nov 21 (W.Trow)	The Shire has offered Balingup the opportunity to take over the lease to manage the Town Hall. The Shire would be responsible for insurance and maintenance, the community responsible for cleaning and bookings. Obtain sample lease agreement and discuss more in early 2022.	ONGOING (February)
Lotterywest Collaborative funding Application Nov 21 (W.Trow)	An Open Space was held on 19 th November to discuss a collaborative funding application to Lotterywest. The following were agreed as priority projects: <ul style="list-style-type: none"> • Multi-purpose (tennis, netball, basketball) outdoor hard court for the Recreation Centre. • “Wayfinding” project to improve access to tracks and trails. 	COMPLETED
SFFD/BMC shared coordinator Aug 21 Janine Milton	At the November meeting, J.Milton advised that Vanessa Sabatini was the preferred candidate for the Balingup Community Event Coordinator. Vanessa then advised she was unable to take up the position and another candidate, Corinne Rule was appointed. Corinne	COMPLETED

	has equally impressive qualifications and is very enthusiastic. She has already started work. The BPA Executive has met (see Minutes at Annex E) and agreed the process we will use to manage the contract.	
Scarecrows in Balingup Aug 21 D.Vanallen	Deb Vanallen has discussed this proposal with Townscape and they have given in principle support. This project will now be progressed by the Visitor Centre.	COMPLETED
Town Hall decoration Aug 21 Wendy Trow	A quote has been received from Sean and Sandy Mitchell for the cost of ceiling decorations (similar to those used at the SFFD dinner) to be installed in the Town Hall for year round use. To be followed up in conjunction with Town Hall lease proposal (see above).	ONGOING
Balingup Primary School Breakfast Club Aug 21 Wendy Trow	A request has been received from BPS Chaplain Mary Taylor for funding from BPA to run the breakfast club (\$800) and EdConnect (\$400). \$400 was provided in August 2021 and BPA will review again in February (no meeting in January).	ONGOING (February)
Volunteers Day. July 21 W.Trow K.O'Connor	6 th February 22 4.30-6.30pm. The Shire has offered a \$400 grant and an invoice has been submitted. Discuss further at the December BPA meeting. Karen O'Connor agreed to assist with coordination.	COMPLETED
Community Op Shop. July 21 (J.Massey)	The shop opened in November under a 3 month lease. Review in March 2022	ONGOING March 22
Bunbury Regional Prison Workforce March 2021 Wendy Trow	BPA has requested that all Umbrella Group's to make use of Prison Workforce. The Prison did not include Trails or the Community Garden in the list of approved activities. A second letter, with more details, has been sent to request this decision be reviewed.	ONGOING
Community Insurance May 2021 Wendy Trow	Letter sent to Labor representative, Jane Kelsbie 21 May, with a request that insurance companies provide "Community Group Insurance Packs". A response has now been received but they have not addressed or resolved the issue. W.Trow has requested a meeting with Ms Kelsbie .	ONGOING
BPA Lease Agreement 2021 Wendy Trow	W.Trow has followed up with Shire but there does not appear to be any urgency. BPA lease agreement with the Shire expired 30 June 21 – continue to operate under that.	ONGOING (February)
Use of BADSA building in emergencies 2021 Wendy Trow	The use of Balingup Recreation Centre by community during extended power outages/ emergencies has been advertised in the community via email and Facebook . See Annex F for details. W.Trow will continue to follow up satellite phone and Sky Muster (pop-up internet).	ONGOING
Australia Day 2022 J.Milton W.Trow	Shire has confirmed they will provide \$400 for the Balingup event. For discussion at December meeting. J. Milton will check with Balingup BFB re providing the food.	COMPLETED
Update of map in bus shelter June 2021 H. Christensen	Update of town map in bus shelter Costs to be negotiated with Sandy Mitchell and presented to BPA meeting for approval.	ONGOING
Insurance W.Trow	W.Trow is in the process of getting a quote from AON. The application process for Willis Temby and Gallaghers was too much work. See Annex E for details.	ONGOING
General Signage	Make a list of all redundant signs in town (BADSA and	ONGOING

<p>2021 (Helen C./ Deb Vanallen)</p>	<p>Townscape). Send list to Shire and ask that they liaise with the landowner to arrange removal (Townscape). D.Vanallen confirms work is continuing on this.</p>	
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December 2021
Correspondence

Annex B

Incoming

6/12/21 Antonietta Tarzia, AON
Alteration to Policy – BPA Inc PRM 1B1CM B212717/003

29/11/21 Microsoft Store
Upgrade of Microsoft 365 subscription from one user to five users

24/11/21 Pre-Release Unit Administration, Bunbury Regional Prison
Balingup Work Team

17/11/21 Raelean Bailey
Shire Funding, Balingup Cemetery

18/11/21 John Bailey
Bird Homes (boxes)

18/11/21 Bronwyn Hodgson, Shire DB
Tax invoice for Balingup Heritage Exhibition

8/11/21 Foundation for Rural & Regional Renewal Grants Gateway Application

4/11/21 Ali, Jane Kelsbie MP Office
Community Group Insurance

5/11/21 Melissa Teede, SW Development Commission
Letter of support, Future Drought Funds's Networks to Build Drought Resilience

3/11/21 Ben Rose CEO, Shire DB
Letter of support, Future Drought Funds's Networks to Build Drought Resilience

Balingup Townscape Improvement Community Consultation Guidelines DRAFT

Balingup is a small community of 544 people (ABS2016) and community plans have consistently identified a strong desire to maintain a “village feel”. This concept has always been understood and respected by Balingup Townscape committee.

Although the Townscape committee operates under the umbrella of the Balingup Progress Association (BPA), its activities are approved and funded by the Shire of Donnybrook-Balingup. It is important that the Shire approval process is in place so that Council is able to accept responsibility for ongoing, long term maintenance and public liability insurance.

Balingup Progress Association therefore recommends that the following community consultation process be followed.

Notes:

1. *The ‘proponent’ is the person who raises the idea and will follow the project through to completion. It could be either a member of Townscape committee or member of the community.*
2. *In addition to the process below, Townscape meetings will be advertised in advance and members of the community can make presentations. On request, they will be allocated five minutes at the start of the Townscape meeting to present their ideas.*

Any time	Idea is raised by member of the community or Townscape committee.	If the idea is raised by a member of the community, it is highly recommended that the proponent arranges a meeting with the Townscape Committee that has a wealth of knowledge in this area. (See Note 2)
Any time	The proponent (see Note 1) develops a sketch/ outline of the project and estimate of costs for submission to Open Space in November.	Consider: <ul style="list-style-type: none"> • Who will do the work (construction) • Who will carry out the maintenance (eg watering) and for how long? • Who will write the funding application (if needed), manage the project and complete the acquittal? • If the improvement involves a permanent structure (eg scarecrow, sculpture, park equipment), who will fund and maintain the item as it deteriorates? • Does the proponent have the skills to take on this project?
November	In November each year, BPA will coordinate an Open Space community meeting to offer Townscape and members of the community to present their ideas. Shire representatives will be invited to provide information about regulations/ approvals that may need to be considered.	<ol style="list-style-type: none"> 1. Projects raised by the community will be voted on by those present to prioritize projects and those voted high priority will be progressed and managed by the proponents. 2. Projects raised by Townscape committee will be progressed and managed by that Committee.
December - April	Townscape committee (or the proponent) obtains detailed	

	costings.	
March	The project lists are submitted for approval at the March Balingup Progress Association meeting and the list of approved projects is published in the Preston Press.	Approval of "Community" projects is not guaranteed. It depends on the capacity of BPA Treasurer to manage funds and complete the acquittal (see below).
April	If it is a Townscape project, it will be sent to Shire for budget consideration.	If the Shire approves the project, funds will be available in August/ September – after the Shire budget is approved. Townscape receives and manages Shire funds in its own (separate BPA) bank account.
	If it is a "Community" project requiring external funding (eg Lotterywest), the proponent will write the funding application.	<p>If funding is received, BPA will be the auspicings body and will receive the funds on behalf of the proponent.</p> <p>The proponent is responsible for managing the project and providing all documents to BPA to complete the acquittal.</p>

BALINGUP PROGRESS ASSOCIATION

WORKING WITH CHILDREN - POLICY & PROCEDURE (DRAFT)

Statement of Conduct for Working with Children and Youth

Balingup Progress Association (BPA) is committed to creating and maintaining the safest possible environment for all participant activities. It is the duty of all members, volunteers and contractors to safeguard, to the best of their ability, the welfare of and to prevent the physical, sexual, or emotional abuse of children and young people with whom they come into contact.

Policy Statement

It is the policy of the Balingup Progress Association to take steps to prevent the abuse of children within the activities of the organisation. It is the responsibility of all BPA members to comply with the Child Protection Policy.

Reporting a Breach of the Child Protection Policy

Any member of Balingup Progress Association who becomes aware of the inappropriate conduct of a member or any allegations or incidents of abuse, neglect or ill-treatment of children or young people who are under the care and responsibility of our organization is immediately required to report the matter to the BPA President.

Confidentiality

All information relating to a breach of the Child Protection Policy is to be kept strictly confidential. Information is to be accessed by authorised individuals only as outlined in this policy and is not to be shared.

Identify Child Related Work Events and Activities

When organising events or activities the organiser is to use the table below to determine if the event is considered a Child Related Work Event or Activity.

Does the event or activity provide programs or services for children (person under 18 years of age)?	No - Not a Child Related Work Event or Activity
Could the event or activity require direct contact with children (physical contact, face to face) without parent/care giver presence?	Yes - This is a Child Related Work Event or Activity

Holding a Child Related Work Event or Activity

The organiser (individual or committee/team member) of a Child Related Work Event or Activity is responsible for ensuring all volunteers and/or contracted persons have a Working with Children Check Clearance. This must be completed prior to the event or activity and the organiser must ensure compliance throughout the event.

Working with Children Check Records

All WWC records are to be confidentially stored. It is prohibited to pass on any information relating to the Working with Children Check of any individual (such as date of birth and names) to any other person. Records are required to be kept for seven years.

Balingup Progress Association Executive Meeting - November 2021

Monday 22 Nov 21 attended by: Roz Benson, Pat Ridley, Rick Thomas, Katherine Thorgersen, Wendy Trow, Janine Milton		Saturday 27 Nov 21 attended by: Wendy Trow & Jodie Hornum
Event coordinator	<p>Background</p> <ul style="list-style-type: none">The idea to contract a joint Balingup Community Event Coordinator was first raised by the SFFD and BMC Chairs to BPA in August and updated in September.A comprehensive Job Description was developed by chairs of the funding committees of BSFFD and BMC and the contract was advertised across the South West using multiple mediums. Applicants were required to live within 100km of Balingup.Eleven application packs were requested, resulting in six written applications.A shortlist of four was selected for interview and these have been carried out, referees contacted and applicants notified.The preferred applicant decided not to accept the contract for personal reasons.J.Milton contacted another shortlisted candidate, Corinne Rule and she has accepted and signed the contract. <p>Process</p> <ul style="list-style-type: none">The contract will be signed by the BPA President.A BPA committee, comprising BPA President and Chairs of SFFD and BMC will be responsible for ensuring the contractor provides evidentiary documents relating to current insurance and professional indemnity.The Chairs of SFFD and BMC will manage the Coordinator on a day to day basis.Disputes will be referred to the full committee (BPA President, Chairs of SFFD and BMC) for resolution. <p>Financials</p> <ul style="list-style-type: none">BPA Treasurer will set up a new account.SFFD and BMC will each transfer \$25,000 into the account.At the end of each month, Event Coordinator will raise an invoice, stating how many hours they have worked for each event (including what tasks they have performed). This invoice to be submitted to the Chairs of SFFD and BMC.Chairs of SFFD and BMC to sign off the invoice and forward to BPA Treasurer within 7 days of receipt.BPA Treasurer to pay the invoice. <p>The BPA Executive endorsed:</p> <ul style="list-style-type: none">The recommendation of the selection panel,The draft contract (emailed to Executive on 4 November),The process above that will be used to manage the contract.Treasurer to open a bank account.	<p>W.Trow & Event Chairs</p> <p>P.Ridley Event Chairs</p>
Storage room	The storage room has been cleared out and will be converted into an office. The SFFD and BMC are paying for all costs associated with Coordinator.	Event Chairs
Australia & Volunteers Days	We discussed introducing Welcome to Country at future events. The BPA Executive agreed that W.Trow should approach Sandy Hill to discuss options.	W.Trow

Insurance	Willis Temby required completion of 30 pages of application form. W.Trow has advised them that this is too onerous. If they have a representative in the area in 2022, they can meet with W.Trow and complete the documents. Application has been submitted to AON – includes Baling-Upcycle.	W.Trow
Working with Children Policy	W.Trow has drafted a WWC policy. This is a requirement of the FRRR application. The Executive agreed with the policy and it will be submitted with the agenda for adoption at the December BPA meeting. Then to be distributed to all BPA sub committees that organize events involving children.	J.Hornum
Townscape Policy	W.Trow has drafted a Townscape community consultation policy. Originally it was planned that the process of consultation for Townscape and community projects be combined, but members of Townscape committee wanted their process to be separate and this draft reflects that wish. The Executive agreed with the policy and that it be submitted with the agenda for adoption at the December BPA meeting.	J.Hornum
Volunteer induction policy	The Shire has sent us a copy of their volunteers induction policy and suggested that BPA adopts its own policy. The Executive agreed that, as it is unclear how much formal volunteer training is required, we wait until further (more detailed) guidelines are issued by the State Government. In the interim, Event Managers need to have a process in place to ensure that volunteers work within the scope of their ability.	Event Chairs
Covid policy	The Shire has sent samples of the Covid mandatory vaccine policies used by other organizations to BPA, and suggested that BPA consider adopting its own policy. The Executive agreed that this will be a very divisive issue in the community. It is unclear what level of vaccination is required by volunteers in small community organizations therefore we should wait until further (more detailed) official requirements to be issued by the State Government.	No further action
Lotterywest grant	James Jarvis has collated a collaborative funding application for submission to Lotterywest. It is possible that up to \$60,000 could be available for Balingup. An Open Space discussion was held on 19 November and facilitated by James (note: this was advertised on both noticeboards, Facebook and emailed to all BPA members). The following projects were agreed as priorities: <ul style="list-style-type: none"> • Multi-purpose (tennis, netball, basketball) outdoor hard court for the Recreation Centre. • “Wayfinding” project to improve access to tracks and trails. W.Trow to provide a letter of support.	J.Jarvis W.Trow
Kids & Bird project.	At the above Open Space, John Bailey put forward an idea to build bird houses in the Balingup area and install cameras with a link to an App or website. He has already spoken to Lotterywest and we agreed that this project could be submitted to Lotterywest as a ‘stand alone’ project. It may be possible that he needs this auspiced under BPA but he may have other plans.	Information only
BPA sound system	At the Open Space held on 19 November, Beth Chia raised the idea of improving opportunities for live performers. 8 speakers are already installed in the Town Hall but no PA system. The BPA sound system is rarely used, so W.Trow has spoken to R.Price & D.Gordon who say it would be relatively easy to install the system permanently at the Hall. It was agreed that we liaise with the Shire and arrange installation. It is important that the system is secure and cannot be stolen.	W.Trow

BALINGUP – COMMUNITY CARES CENTRE

Background

During bushfires and regional power outages, power may be lost for long periods, resulting in the loss of telecommunications (including copper landlines) for much of the time. In May 2020, power was lost for 18 hours and we are told that we can expect more extreme weather patterns/loss of power in the future.

The community is ageing - at the time of the 2016 Census with a median age of 55 years, Balingup had by far the highest of any settlement in the Bunbury Geographie sub-region.

The aim of this proposal is to build community resilience. This will be done by establishing a venue where residents can access air conditioning, telecommunications and mutual support when there are lengthy power outages.

Proposal

To use Balingup Recreation Centre as a Community Cares Centre, if needed, during bushfires and regional power outages.

Note: The Recreation Centre is also designated as an Emergency Evacuation Centre. In the event that the Evacuation Centre was activated, the building would be handed over immediately to the Department of Community Services.

Process

If there is a significant bushfire or widespread power outage, one of the following people would contact the CEO of Shire of Donnybrook-Balingup and request that the 20 kVa generator be transported to Balingup and connected to the Recreation Centre.

- President or Vice President of:
 - Balingup Progress Association,
 - Balingup CWA, or
- Member of BADSA management team.

The generator would be refuelled with diesel every 12 hours by Shire staff. Shire would also check oil as required.

The person initiating the recreation Centre as a Care Centre would contact Balingup CWA and ask CWA to provide services (tea, coffee, sandwiches).

If available, the Shire would also:

- deliver a satellite phone for emergency use by the community, and
- activate Sky Muster.

(Note: these two items are not currently available. They are being investigated by the Shire and we hope to have them in place later in 2021).

It is expected that most people would return to their own homes at night but if this is not possible, the community would either:

- Accommodate people who need help in private homes, or
- Contact Donnybrook Community Care to arrange emergency accommodation.

The availability of the Centre would be promoted through:

- a notice on the blackboard sign in the Main Street,
- word of mouth, and

- a poster in the Post Office