



Annual Report 2014-15





District Map



Shire of Gingin

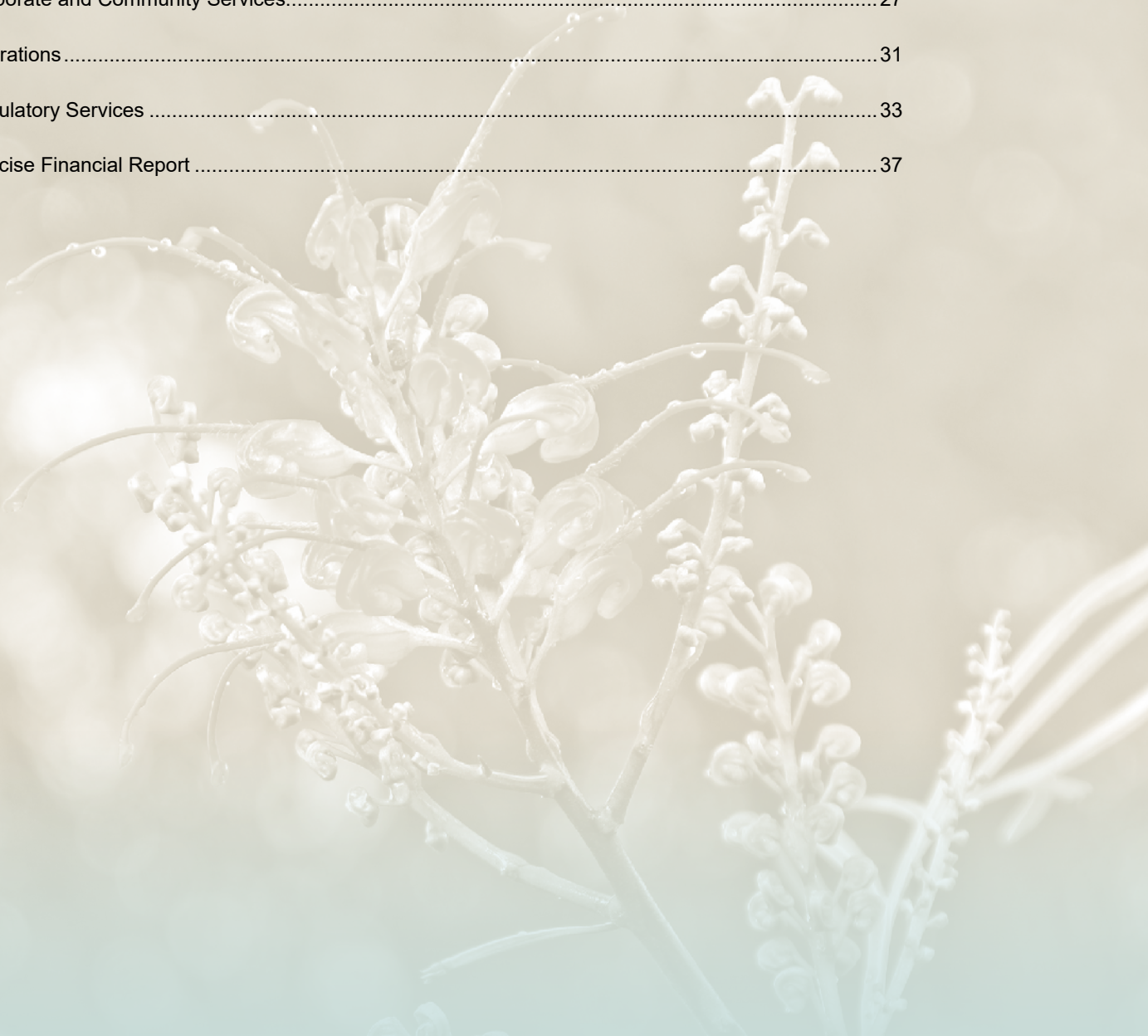
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About the Shire of Gingin

The Shire of Gingin is a predominantly rural area strategically located 84 kilometres north of Perth. The Shire covers an area of 3,223 square kilometres and is home to a population of approximately 5,000 residents. There are five townships within the Shire being Gingin, Guilderton, Lancelin, Ledge Point and Seabird.

In addition to the townships there are six rural residential areas which include Woodridge, Sovereign Hill, Moondah Ridge, Seaview Park, Redfield Park and Ocean Farm. Geographically the Shire stretches from the coastline across the flat sandy soils of the Swan Coastal Plain in the west to the hinterland and foothills of the Darling Scarp to the east.

The Shire's strategic location means that it is one of the fastest growing rural areas in Western Australia and it is anticipated that the Shire's population will grow by 40.7% to 6,577 by 2023, increasing to 7,879 (+58.35%) by 2031.

With a variety of medium and low density residential and rural locations, different areas within the Shire of Gingin have developed different roles within the housing market. The lower coastal area tends to attract more mature and established families as well as retirees, while the upper coastal area attracts younger families along with retiree households.

Peri-urban growth and associated pressure on market gardening has resulted in the Shire broadening its focus from traditional broad acre to intensive horticulture. Agriculture is the Shire's primary economic contributor, accounting for 41.9% of business and some 137,145 ha of land. Local industries within the Shire include cattle and sheep grazing, apiaries, irrigated horticulture, viticulture, olive groves, aquaculture, piggeries, poultry farms, wineries, abattoirs, feedlots, and crayfishing.

In addition to rural industry the Shire's economy is also based around tourism, with coastal areas experiencing a large influx of people during the summer holiday season. As a result, the population of the four coastal townships – Guilderton, Seabird, Ledge Point and Lancelin – grows considerably, and can be in excess of 5,000 people at any given time.





Five Year Key Summary Statistics

	2010-11	2011-12	2012-13	2013-14	2014-15
Total number of residents	4704 Source: Census average Between 2006-2011	4801 Source: Actual Census	4879 ID Forecast	4975 ID Forecast	5266 ID Forecast
Total number of rateable properties	5189	5210	5229	5233	5298
Minimum general residential rate	685	740	777	831	889
Rates levied (excluding refuse)	\$4,933,307	\$5,594,695	\$5,922,040	\$6,386,653	\$6,867,678
Operating revenue	\$10,197,907	\$12,658,712	\$15,576,593	\$11,856,035	\$15,026,808
Total current assets	\$4,253,437	\$5,271,070	\$6,918,135	\$4,712,896	\$6,689,302
Capital grants revenue	\$4,107,530	\$2,441,677	\$2,726,859	\$1,577,494	\$2,599,897
Operating grants revenue	\$1,874,516	\$2,466,964	\$2,049,429	\$1,261,966	\$3,872,048
Debt service cover ratio	0.0707	2.64	12.75	4.34	6.58
Full-time equivalent staff	56.6	55.6	54.4	52.8	52.6
Planning applications approved	91	126	100	120	109
Building applications approved	224	232	223	263	250
Licensed dogs registered <small>*Please note these figures represent dogs registered within respective year.</small>	*162	*211	*440	*461	1,462
Licensed cats registered	N/A	N/A	N/A	41	96
Waste services provided (weekly)	3312	3367	3430	3512	3747
Gingin Aquatic Centre attendance	15900	17780	20990	22709	23000
Library loans of books & other items	Gingin 3,492 Lancelin N/A	Gingin N/A Lancelin 2,798	Gingin 2,211 Lancelin 2,248	Gingin 3,300 Lancelin 2,342	Gingin 4,356 Lancelin 2,260



Photo courtesy of Monica Nichevich



Shire President's Report

On behalf of the Shire of Gingin Council I am pleased to present the 2014-15 Annual Report.

This past financial year has been another big year and has seen the Shire forge ahead with bringing our community's wishes to fruition. We have worked hard to advocate funding for, and carry out, a range of projects and services that comprise aspects of our Strategic Community Plan, and below is an overview of a number of key accomplishments for the 2014-15 financial year:

• **Boat Launch Facility Planning Study**

Earlier this year, the State Government announced that the Shire of Gingin would be one of a number of local governments to receive a portion of \$5.49 million to improve recreational boating facilities throughout Western Australia, via the Recreational Boating Facilities Scheme as part of the State Government's Royalties for Regions.

Prior to this announcement, Council had reviewed a Boat Launching Facility Planning Study from coastal engineers MP Rogers and Associates who were commissioned to investigate viable locations along the Gingin Shire coastline. In its report, the consultant identified the advantages and disadvantages of such a facility at Guilderton, Seabird, Ledge Point and Lancelin. Of the four it was agreed by Council to submit an application to Department of Transport via its Recreational Boating Facilities Scheme to undertake more detailed design and financial modelling for the locations of Ledge Point and Lancelin, and was granted \$137,276 for this purpose.

• **Age-Friendly Communities Funding**

The Shire of Gingin was successfully granted \$45,588 to improve pathway networks in the towns of Gingin and Lancelin. This funding has helped the Shire meet its commitment in supporting our aged-friendly communities – in particular, making our community a more connected place for our senior members - and this has been made possible through the Wheatbelt Development Commission's Aged Friendly Communities in Small Towns Small Value Grant Scheme, funded through Royalties for Regions.

Earlier this year the Shire undertook an audit of its major towns to determine the status of its aged-friendly services. As a priority the audit revealed its network of footpaths in both Gingin and Lancelin required improvement, and works include:

- Installation of footpaths from aged accommodation units in both Gingin and Lancelin to link to existing pedestrian corridors and local services;
- Construction of pathway to the Wall of Remembrance and Soundshell at Granville Park, Gingin and;
- Installation of footpath to the Lancelin Shire Office.

• **Guilderton – Beach Access Boardwalk**

Leading up to Guilderton's nomination for the Keep Australia Beautiful's Australian Cleanest Beach Award, the Shire contributed \$130,000 towards the construction of a timber stairway and boardwalk leading from an outlook gazebo at the top car park down to the ocean. This attractive structure now provides safe access to the beach and helps defend the fore dunes from further degradation.



Shire President's Report *(continued)*

• Early Rates Incentive Scheme 2015

This year's Early Rates Incentive Prize Draw was bigger and better than last year with a total prize value of over \$18,000. This was a \$3,000 increase over last year and our grateful thanks go out to all the sponsors who generously contributed cash and services, and to all rate payers who paid early – these funds go a long way to helping us deliver projects sooner rather than later.

• ANZAC 100th Anniversary

This year was also a significant one with the ANZAC 100th Anniversary. The occasion saw the construction of a Wall of Remembrance in Gingin honouring those Shire of Gingin residents who gave their lives in both World Wars and was officially unveiled by Hon Christian Porter MP, Federal Member for Pearce. The driving force behind the wall's construction was the Pensioners Social Club of Gingin who worked with local artisans, businesses and Shire to bring the wall's concept to life in readiness for the commemoration. Unprecedented numbers of people attended dawn services throughout the Shire on 25 April which was a tremendous show of community spirit.

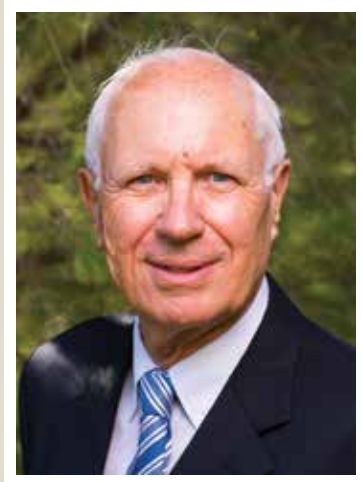
I would like to extend my thanks to the Chief Executive Officer, Jeremy Edwards, and the executive managers, staff and volunteers of the Shire of Gingin who are at the coalface of carrying out the wishes of Council and community. It has been a very challenging but rewarding year, and we owe much of our success to the skills and talents of this hardworking team.

I'd also like to thank my fellow councillors who have provided excellent counsel, support and direction during the 2014-15 financial year, and look forward to another productive 12 months ahead.

Michael Aspinall
President – Shire of Gingin



Shire of Gingin Councillors 2014-15



Cr Michael Aspinall
Shire President



Cr David Roe
Deputy Shire President



Cr Alan Alderson



Cr Val Ammon



Cr Sam Collard



Cr Janice Court



Cr Bob James



Cr Robert Kestel



Cr Sandra Smiles





Integrated Planning

Our Community Vision and Aspirations

“We are a progressive and caring community that celebrates its unique lifestyle and offers a welcoming place to live, work and visit.”

Whether coastal or country, it is lifestyle that continues to be the primary reason why the community calls the Shire of Gingin home.

The following community aspirations and focus areas form the basis of the Shire of Gingin’s Strategic Community Plan 2015-2025, which also include focused objectives to help the Shire support the community in fulfilling these aspirations.

Focus Area 1: Community Wellbeing

- **Community Aspiration:** An active and engaged community with a range of easily accessible services and facilities.
- **Shire Objective:** To support the Shire of Gingin’s community to be inclusive, vibrant and healthy.

Focus Area 2: Natural Environment

- **Community Aspiration:** A pristine environment which is protected for future generations.
- **Shire Objective:** To support a healthy natural environment.

Focus Area 3: Built Environment

- **Community Aspiration:** Sustainable population growth and relevant infrastructure provision in all towns.
- **Shire Objective:** To effectively manage growth and provide for community.

Focus Area 4: Local Business

- **Community Aspiration:** Strong economic growth and support with local employment opportunities.
- **Shire Objective:** To facilitate local business growth.

Focus Area 5: Leadership and Governance

- **Community Aspiration:** Progressive and transparent leadership which is contemporary and involves the community in responsible governance.
- **Shire Objective:** To demonstrate effective leadership and governance.

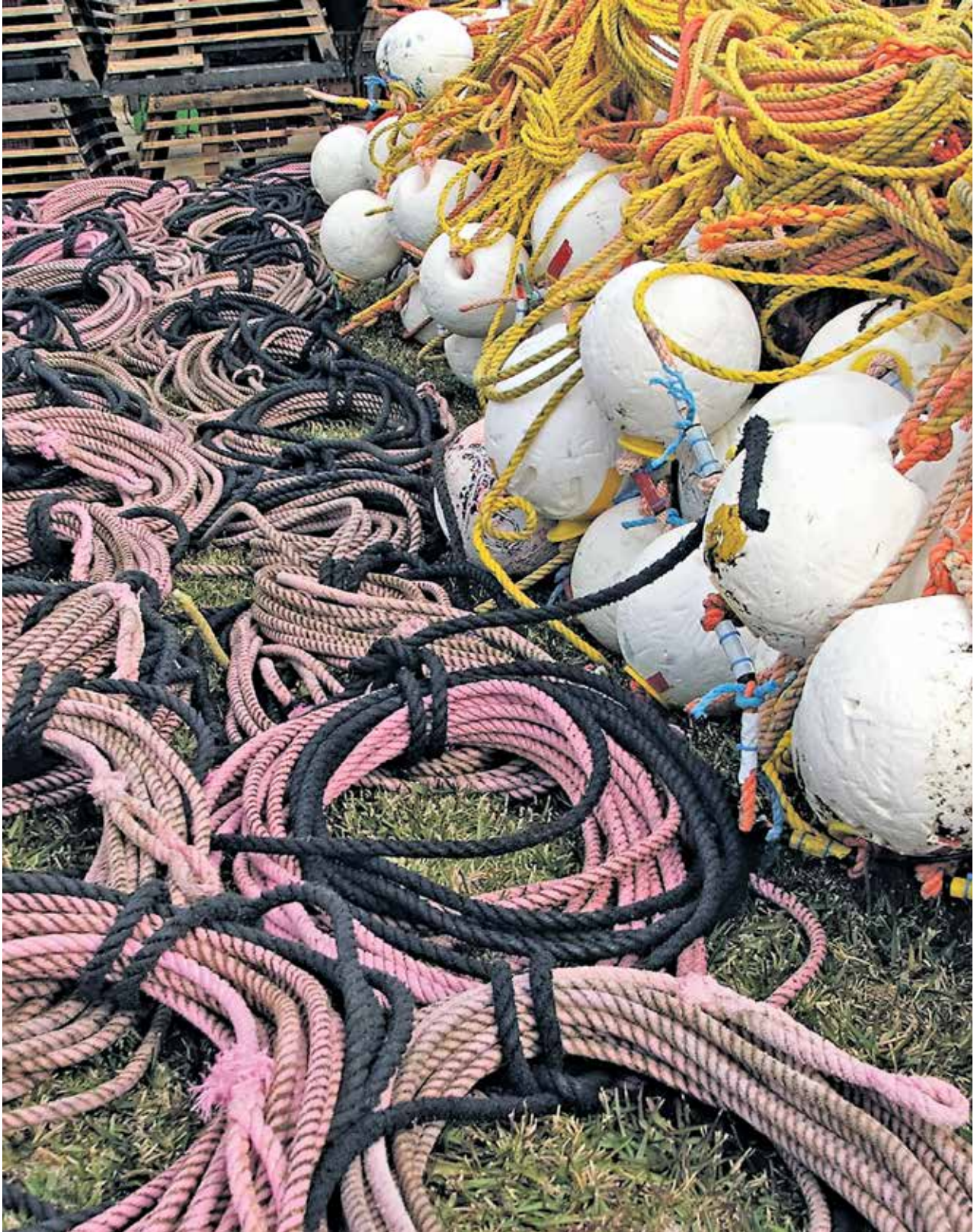


Photo courtesy of Melissa Aspinall

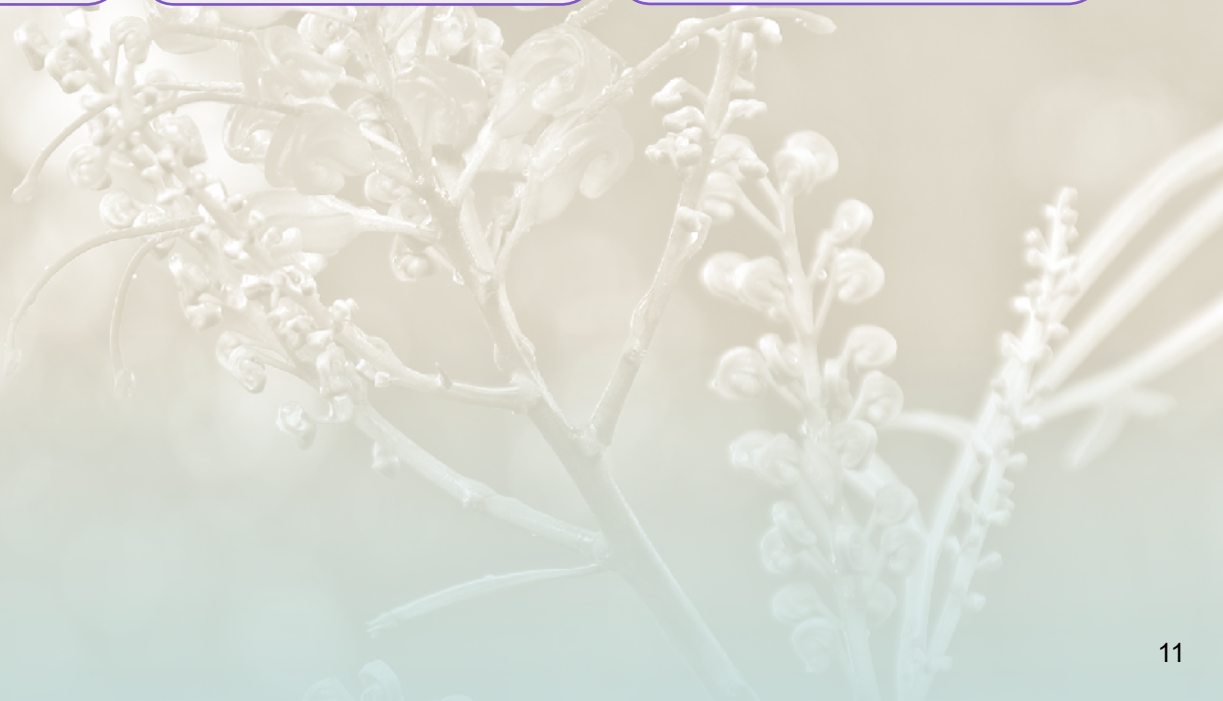


Our Strategic Community Plan 2015-2025

Focus Area 1: Community Wellbeing

Objective 1: To support the Shire of Gingin community to be inclusive, vibrant and healthy

OUTCOMES	STRATEGIES	STATUS
1.1 Inclusive Community	<p>1.1.1 Partner with aged care providers to develop ageing in place services and accommodation.</p> <p>1.1.2 Develop the Shire of Gingin as an age friendly community.</p> <p>1.1.3 Identify opportunities to engage with youth through the Council's services and facilities.</p> <p>1.1.4 Support community groups and volunteers.</p>	<p>Worked with Dept of Housing for provision of seniors housing in Lancelin (rental properties).</p> <p>Undertook Age-Friendly audit of Gingin and Lancelin.</p> <p>Applied for funding to produce an Age-Friendly Community Plan and to improve footpath networks.</p> <p>Youth liaison through regular GDHS Student Council meetings.</p> <p>Provided as part of everyday service delivery.</p>
1.2 Vibrant Community	1.2.1 Support vibrant local and regional events.	<p>Implemented Summer Suite of Events in partnership with Bendigo Bank.</p> <p>Continuing Shire-run and Shire-supported events throughout year.</p>
1.3 Healthy Community	1.3.1 Advocate quality health services, facilities and programs.	<p>Introduced Healthy Eating Program as part of Healthy Weight Week, with Shire-hosted events in Gingin and Lancelin.</p> <p>Provide funds for provision of GP services.</p> <p>Coordinate annual Shire triathlon.</p> <p>Club Development Officer employed in partnership with neighboring shires.</p>





Focus Area 2: Natural Environment

Objective 2: To support a healthy natural environment

OUTCOMES	STRATEGIES	STATUS
2.1 Biodiversity conserved	2.1.1 Conserve natural environments and protect biodiversity.	Coastal Adaptation Planning being undertaken with Shire of Dandaragan and NACC.
	2.1.2 Implement ground and surface water management strategies.	Action for future years.
2.2 Reduce energy and water use and waste generation	2.2.1 Adopt environmentally sustainable best practice in the Shire's operations.	Action for future years.
	2.2.2 Through innovative design and management reduce water and energy use in Shire-run facilities and open space.	Action for future years.
	2.2.3 Plan for continuous improvement in Waste Management.	Developing Waste Minimisation Plan.

Focus Area 3: Built Environment

Objective 3: To effectively manage growth and provide for community

OUTCOMES	STRATEGIES	STATUS
3.1 Meet transport infrastructure and service needs	3.1.1 Effective integrated transport planning and implementation in partnership with State and Federal Government Agencies.	Continuing Government lobbying.
3.2 Plan for future development	3.2.1 Plan for growth by developing land use planning strategies to meet current and future community needs, and protect the natural environment.	Local Planning Strategy completed and endorsed by the WA Planning Commission.
	3.2.2 In partnership with relevant agencies facilitate diverse and affordable housing options.	Action for future years.
3.3 High quality and well utilised community facilities and assets	3.3.1 Plan for the future of Community Facilities and Public Open Space.	Action for future years.
	3.3.2 Maintain and promote heritage sites as cultural assets.	Action for future years.



Focus Area 4: Local Business

Objective 4: To facilitate local business growth

OUTCOMES	STRATEGIES	STATUS
4.1 Attract new enterprise	<p>4.1.1 Attract and develop a diverse range of tourism providers.</p> <p>4.1.2 Develop and implement an Economic Development Strategy that implements the Wheatbelt Development Commission Central Coast Sub-Regional Economic Strategy at a local level.</p>	<p>Continuing support to Gingin and Lancelin CRCs for improving tourism opportunities.</p> <p>Action for future years.</p>
4.2 Grow local business, employment and training	<p>4.2.1 Facilitate local business to be prosperous and innovative through the development of local networks.</p> <p>4.2.2 Encourage Education and Training providers to host training opportunities to up-skill the local workforce.</p>	<p>Continuing support of, and collaboration with, Lancelin Chamber of Commerce, Small Business Centre, and regional CRCs.</p> <p>Action for future years.</p>





Focus Area 5: Leadership and Governance

Objective 5: To demonstrate effective leadership and governance

OUTCOMES	STRATEGIES	STATUS
5.1 An engaged and informed community	5.1.1 The community is appropriately engaged in and informed about the Shire's services, activities and decisions.	Developing new user-friendly website. Increased social media presence. Community Perception Survey every two years.
	5.1.2 Provide quality customer service and communicate regularly with the community.	Customer Service Charter being developed.
5.2 Accountable and responsible governance	5.2.1 Continue to develop and implement integrated planning and reporting for the long term financial sustainability of the organisation.	Continuing to develop and refine integrated planning processes and plans.
	5.2.2 Develop policy and strategy which supports sound decision making.	Action for future years.
	5.2.3 Implement the Reconciliation Action Plan 2014 – 2023.	Reconciliation Action Plan developed and formally launched, with actions forming part of the Shire's SCP.
	5.2.4 Implement Disability Access and Inclusion Plan.	DAIP reviewed and updated annually.
5.3 A progressive organisation that encourages innovation and collaboration	5.3.1 Develop and implement a plan to ensure continuous improvement.	Action for future years.
	5.3.2 Attract and retain the best staff to work at the Shire.	Continuing to work towards becoming an Employer of Choice.
	5.3.3 Foster a respectful corporate culture.	Reviewing Code of Conduct.
	5.3.4 Proactively seek opportunities for collaborative service delivery with neighbouring local governments and the State Government.	Formed the Northern Regional Alliance with the Shires of Dandaragan and Chittering.



Regional Synergies & Informing Plans

The Shire of Gingin used a number of existing Shire and State Government plans and strategies to inform the review of its Strategic Community Plan. These included:

- Shire of Gingin: Corporate Business Plan, Long-Term Financial Plan, Asset Management Plan and Workforce Plan, strategic and town planning documents, Reconciliation Action Plan, and Disability Access and Inclusion Plan;
- Wheatbelt Development Commission (WDC): plans, strategies and reports;
- Western Australian Planning Commission: Regional Planning and Infrastructure Framework; and
- Department of Transport: Western Australian State Aviation Strategy.

Three WDC documents were identified as particularly relevant to the Shire’s Strategic Community Plan and to the realisation of regional synergies through partnerships. The table below identifies the specific Shire of Gingin Strategic Community Plan strategies that contribute to, and are in alignment with, WDC plans and strategies with particular emphasis on the ‘Wheatbelt Blueprint.’

WDC Document	Shire of Gingin Strategy
‘Wheatbelt Blueprint’	
Outcome 1.2 ‘Skilled Workers are attracted and retained to meet the needs of the Region and the State.’	Local Business 4.2.2 - Partner with Education and Training providers to host training opportunities to up-skill the local workforce.
Outcome 1.3 ‘Key strategic infrastructure is identified and invested in.’	Built Environment 3.1.1 - Effective integrated transport planning and implementation in partnership with State and Federal Government Agencies. Built Environment 3.2.2 - In partnership with relevant agencies facilitate diverse and affordable housing options.
Outcome 2.1 ‘Education and lifelong learning drives productivity and thus economic growth.’	Local Business 4.2.2 - Partner with Education and Training providers to host training opportunities to up-skill the local workforce.
Outcome 2.2 ‘Innovation drives economic, social and environmental outcomes.’	Local Business 4.2.1 - Facilitate local business to be prosperous and innovative through the development of local networks.
Outcome 2.3 ‘Leadership harnesses diverse capacity that delivers benefit at a local, sub-regional and regional level.’	Community Wellbeing 1.1.4 - Support community groups and volunteers. Local Business 4.3.1 - Facilitate local business to be prosperous and innovative through the development of local networks. Leadership & Governance 5.3.4 - Proactively seek opportunities for collaborative service delivery with local governments and the State Government.
Outcome 3.1 ‘Connected settlements support economic growth and offer multiple liveability options.’	Built Environment 3.1.1 - Effective integrated transport planning and implementation in partnership with State and Federal Government Agencies. Built Environment 3.2.1 - Plan for growth by developing land use planning strategies to meet current and future community needs, and protect the natural environment. Leadership & Governance 5.3.4 - Proactively seek opportunities for collaborative service delivery with local governments and the State Government.



WDC Document	Shire of Gingin Strategy
<p>Outcome 3.2 'Service Delivery Reform ensures services reflect the needs of current and future Wheatbelt residents.'</p>	<p>Community Wellbeing 1.1.1 - Partner with aged care providers to develop ageing in place services and accommodation.</p> <p>Community Wellbeing 1.3.1 - Advocate quality health services, facilities and programs.</p> <p>Built Environment 3.1.1 - Effective integrated transport planning and implementation in partnership with State and Federal Government Agencies.</p>
<p>Outcome 3.3 'Community Amenity contributes to community well-being and liveability and creates economic opportunity.'</p>	<p>Community Wellbeing 1.2.1 - Support vibrant local and regional events.</p> <p>Natural Environment 2.2.2 - Through innovative design and management reduce water and energy use in Shire run facilities and open space.</p> <p>Built Environment 3.3.1 - Plan for the future of Community Facilities and Public Open Space.</p> <p>Built Environment 3.3.2 - Maintain and promote heritage sites as cultural assets.</p> <p>Leadership & Governance 5.3.4 - Proactively seek opportunities for collaborative service delivery with local governments and the State Government.</p>
<p>Outcome 4.2 'Landscape management protects biodiversity and ensures compatible and profitable land use.'</p>	<p>Natural Environment 2.1.1 - Conserve natural environments and protect biodiversity.</p>
<p>Outcome 4.3 'Water management results in water security to enable community amenity and industry development.'</p>	<p>Natural Environment 2.1.2 - Implement ground and surface water management strategies.</p> <p>Natural Environment 2.2.1 - Adopt environmentally sustainable best practice in the Shire's operations.</p>
<p>Outcome 4.4 'Nature based industry utilises the Wheatbelt's natural assets.'</p>	<p>Local Business 4.1.1 - Attract and develop a diverse range of tourism providers.</p>
<p>Outcome 5.1 'Workers, businesses, visitors and investors are attracted to the Region.'</p>	<p>Local Business 4.1.2 - Develop and implement an Economic Development Strategy that implements the WDC Central Coast Sub-Regional Economic Strategy at the local level.</p>
<p>Outcome 6.1 'High impact cost effective investment drives growth.'</p>	<p>Leadership & Governance 5.3.4 - Proactively seek opportunities for collaborative service delivery with local governments and the State Government.</p>
<p>Wheatbelt Aged Support and Care Solution/s</p>	<p>Community Wellbeing 1.1.1 - Partner with aged care providers to develop ageing in place services and accommodation.</p> <p>Community Wellbeing 1.1.2 - Develop the Shire of Gingin as an age friendly community.</p>
<p>Central Coast Sub-Regional Economic Strategy</p>	<p>Built Environment 3.2.1 - Plan for growth by developing land use planning strategies to meet current and future community needs and protect the natural environment.</p> <p>Local Business 4.1.1 - Attract and develop a diverse range of tourism providers.</p> <p>Local Business 4.1.2 - Develop and implement an Economic Development Strategy that implements the WDC Central Coast Sub-Regional Economic Strategy at the local level.</p>



Resourcing the Plan

To meet our commitments in the Strategic Community Plan (SCP) the Shire of Gingin will continue to take into consideration its resourcing profile and undertake long term financial, workforce and asset planning. This will ensure that the Plan is responsibly resourced.

Resourcing Profile

As one of a handful of shires considered peri-urban to the Perth metropolitan area, the Shire of Gingin is beginning to feel the effects of Perth's rapidly expanding northern corridor. This includes being able to provide and/or fund the services and infrastructure needed for the growing region. In addition, the Shire of Gingin includes a number of tourist coastal towns whose populations swell into the thousands during the summer, putting considerable strain on existing services and facilities.

As a result the Shire anticipates ongoing pressures on its resources. The Shire will therefore proactively seek partnerships with other agencies to ensure that SCP strategies are delivered in a cost-effective way.

Resource Profile	2009-10	2014-15
Population	4,607 <small>(Source: Census average between 2006-2011)</small>	5,266 <small>(ID Forecast)</small>
Total number of rateable properties	5,121	5298
Rates levied (excluding refuse)	\$4,463,053	\$6,867,678
Operating revenue	\$9,473,521	\$15,026,808
Total current assets	\$3,508,519	\$6,689,302
Capital grants revenue	\$2,415,952	\$2,599,897
Operating grants revenue	\$1,651,465	\$3,872,048
Debt service cover ratio	0.0748	6.58
Full-time equivalent staff	62.9	52.6

Financial Plan

The Financial Plan details the financial implications of delivering community aspirations whilst ensuring the Shire's financial sustainability. It covers a 10-year period and is updated annually to ensure the SCP meets changes in community needs.

Asset Management Plan

The Asset Management Plan demonstrates how the Shire's assets will be maintained and meet the needs of community.

Workforce Plan

The Workforce Plan is a strategy that identifies the human resourcing requirements to deliver the SCP.



Measuring Our Success

Key performance indicators (KPIs) provide feedback to the Shire of Gingin and the community on the effectiveness of the Shire's Strategic Community Plan. KPIs have been developed to measure the impact of SCP Strategies on Objectives and Outcomes.

Where it has not been possible to measure the Shire's direct impact, measures of what is happening in the community more broadly have been used. These broader community measures extend beyond the Shire's direct influence, yet remain relevant to monitoring the Shire's progress against the SCP. The Shire will continue to refine and develop its KPIs.

Focus Area & Objectives	Outcomes	Key Performance Indicators
<p>Community Wellbeing</p> <p>To support the Shire of Gingin community to be inclusive, vibrant and healthy.</p>	<ul style="list-style-type: none"> • Inclusive community • Vibrant community • Healthy community 	<ul style="list-style-type: none"> ➤ Community satisfaction with Shire of Gingin as a place to live <i>(Community Measure)</i>. ➤ Community satisfaction with quality of life <i>(Community Measure)</i>. ➤ Increased attendance at local and regional events.
<p>Natural Environment</p> <p>To support a healthy natural environment.</p>	<ul style="list-style-type: none"> • Biodiversity conserved • Reduced energy and water use and waste generation 	<ul style="list-style-type: none"> ➤ Reduce Shire of Gingin's energy use. ➤ Increase percentage of waste recycled in Shire of Gingin. ➤ Increase protection of high conservation value natural areas. ➤ Improve native reserve condition.
<p>Built Environment</p> <p>To effectively manage growth and provide for community.</p>	<ul style="list-style-type: none"> • Transport infrastructure and service needs met • Plan for future development • High quality and well utilised community facilities 	<ul style="list-style-type: none"> ➤ Increase community satisfaction with Shire Assets <i>(Community Measure)</i>. ➤ Increase community satisfaction with Shire planning and building approvals <i>(Community Measure)</i>. ➤ Increase kilometres of dedicated walk and cycle trails.
<p>Local Business</p> <p>To facilitate local business growth.</p>	<ul style="list-style-type: none"> • Attract new enterprise • Growth in local business, employment and training 	<ul style="list-style-type: none"> ➤ Number of tourists who visit the Shire of Gingin <i>(Community Measure)</i>. ➤ Average dollars spent per tourist visit to the Shire of Gingin compared to 2013/14. ➤ Percentage share of WA visitors.
<p>Leadership and Governance</p> <p>To demonstrate effective leadership and governance.</p>	<ul style="list-style-type: none"> • An engaged and informed community • Accountable and responsible governance • A progressive organization that encourages innovation and collaboration 	<ul style="list-style-type: none"> ➤ Increased community satisfaction with Shire of Gingin as a governing organization <i>(Community Measure)</i>. ➤ Increased satisfaction with how community is consulted about local issues <i>(Community Measure)</i>. ➤ Increased satisfaction with how community is informed about local issues <i>(Community Measure)</i>. ➤ Financial Ratios indicate sound financial management practices.



Chief Executive Officer's Report

In the three years since we conducted extensive community consultation within the Shire of Gingin to produce our first Strategic Community Plan we have seen a significant improvement in our business practices, community and customer relations, and employee satisfaction. These areas are key pillars to a strong organisational foundation, and strengthening this foundation has been our focus during this time. Despite a number of challenging issues during 2014-15 the Shire has successfully delivered a range of projects and initiatives which are summarised as follows:

• Formation of Northern Growth Alliance

In December 2014 the Shire councils of Gingin, Dandaragan and Chittering agreed to form the Northern Growth Alliance (NGA) following Wheatbelt Development Commission planning which identified several issues common to all three local governments. All three shires are facing the knock-on effects from Perth's rapidly expanding northern corridor, which include the issue of funding the services and infrastructure needed for the growing region such as health care, education, transport, aged care and waste management. Of these, the provision of health and aged care services has been identified as a common priority.

The NGA consists of the three shire chief executives who meet monthly, with representation by shire presidents and the Wheatbelt Development Commission on a quarterly or as-needed basis.

• Reconciliation Action Plan

In July 2014 the Shire launched its Reconciliation Action Plan (RAP) at Guilderton as part of NAIDOC Week. The RAP was prepared in consultation with South West Aboriginal Land and Sea Council, Heritage Advice Australia, and Yued Noongar elders as part of the Shire of Gingin's commitment to develop positive social, cultural and economic partnerships within the region under its Strategic Community Plan.

In attendance at the ceremony were elders of the Yued Noongar people - the region's traditional owners - along with representatives from SWALSC, Guilderton community groups, media, councillors and staff, as well as State and Federal MPs. Guilderton, or 'Gabbadah' (translated 'mouthful of water') is a significant historical meeting place for the Yued Noongar people and its location provided the perfect setting for formalising a partnership between the traditional owners and the Shire of Gingin.

• Coastal Hazard Risk Management Adaptation Planning

The Shire of Gingin has the added responsibility of combatting the effects of coastal erosion and it is fair to say that this issue has been extremely challenging for both our coastal communities and Council. The Shire is currently collaborating with the Shire of Dandaragan to undertake a Coastal Hazards Risk Management and Adaptation Plan which has been funded by the Department of Transport to tune of \$83,000.

In addition, the State Government granted the Shire \$2 million towards an interim solution to the erosion problem at Seabird. This particular issue has also highlighted the need for a more formal collaborative approach between community and Council, and at the time of this report the Shire was in discussions to establish a Seabird Erosion Control Selection Committee as a positive step toward finding a long-term solution. It is expected that the Committee would be represented by Shire councillors, Seabird community members, independent technical advisors, and Shire officers.



Chief Executive Officer's Report *(continued)*

• Employee Satisfaction

Without a happy and productive workforce, the Shire would not be able to achieve its community's aspirations efficiently or to its best. Since 2013 we have proactively worked toward becoming an Employer of Choice and an employer who values its staff. For example, we offer all staff training and development opportunities, health and wellbeing support, and a flexible work environment to name a few, and as a result we have seen a very low staff turnover this past financial year, as well as an increase in productivity and an improvement in staff culture. This is an excellent outcome and one we will strive to maintain.

• Strategic Community Plan

During 2014-15 we conducted a desktop review of our Strategic Community Plan which is a requirement under the *Local Government Act 1995* (Planning for the Future), with a full review involving community consultation scheduled for 2016-17. An excerpt of this Plan is included on pages 9-18 of this Annual Report.

To assist with future planning, Council has also set aside one per cent of rates to go towards future infrastructure in the Shire, and we have called this The Future Infrastructure Fund.

The focus for the coming year will be setting the direction and vision of future infrastructure in the Shire of Gingin. This will include asset renewal of existing infrastructure, as well as planning the needs for future generations. Major project work will be carried out over a 3-5 year time frame with conceptual design work being undertaken first, followed by identification of potential funding sources, which would then lead to detailed design and construction.

This has been another big year and I would like to thank the Shire of Gingin councillors and executive managers for their leadership and support, and the staff and volunteers who continue to do a wonderful job.

Jeremy Edwards
Chief Executive Officer



Organisational Chart - Management

Office of Chief Executive

- Elected members
- Governance
- Human Resources
- Organisational Planning & Communication
- Strategic Planning
- Medical Services
- Emergency Management

Regulatory Services

- Environmental Health
- Records Management
- Building Services
- Ranger Services
- Statutory Planning

Corporate & Community Services

- Community Development
- Customer Service
- Libraries
- Aquatic Centre
- Administration and Financial Services

Operations

- Road Construction and Maintenance
- Parks, Gardens and Foreshore Maintenance
- Plant and Machinery Replacement



Executive Management Team from left to right: Sebastian Camillo, Jeremy Edwards, Kaye Lowes and Allister Butcher.



Office of the Chief Executive

The Office of the Chief Executive is responsible for council support, governance, planning and development (integrated and strategic), human resources, land use, medical services, and emergency management.

Governance

Review of Policies

During the period 1 July 2014 to 30 June 2015, Council adopted six new policies, repealed five existing policies, and amended a further two existing policies. With respect to Local Planning Policies, one new policy was adopted.

Review of Delegations

In accordance with section 5.46 of the *Local Government Act 1995*, a review of the Shire's Delegation Register was undertaken during the period, with Council adopting the review at its meeting on 16 June 2015.

Completion of Annual Returns

In accordance with section 5.76 of the *Local Government Act 1995*, one relevant person did not lodge an Annual Return by the due date of 31 August 2014 due to illness. The outstanding Annual Return was completed when the relevant person resumed their duties.

The matter was reported to the Department of Local Government and Communities as required and the Department did not require any further action to be taken.

Annual Compliance Audit Return

All local governments are required to carry out an Annual Compliance Audit for the period 1 January to 31 December as specified by the *Local Government Act 1995*. The return includes a range of compliance categories to be met by local governments.

The Annual Compliance Audit Return for the Shire of Gingin was received by Council at its meeting on 17 February 2015 and subsequently submitted to the Department of Local Government and Communities in accordance with Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996*.

The audit found that the Shire's standard of compliance was high, with only one instance of partial non-compliance out of a total of 79 items included in the Return (being the non-completion of an Annual Return by the due date by a relevant person). This equates to an achievement of 99.2% compliance.

Complaints of Minor Breach

In accordance with sections 5.53(2) and 5.121 of the *Local Government Act 1995*, the Annual Report is required to disclose the number of complaints of minor breach received each year.

Number of Complaints 2013 - 2014	Outcome	Action Taken
Nil	-	-



Human Resources

The Shire of Gingin is reaping the benefit of working toward its goal of being an Employer of Choice and an employer that invests in its staff. With a very low staff turnover in the 2014-15 financial year and all newly advertised positions keenly sought after, it is extremely encouraging and allows the Shire to employ the right people in the right jobs.

Additionally, a further organisational restructure took place during 2014-15. Each department now has staff taking on new roles and responsibilities. In 2014-15 the following new positions were created:

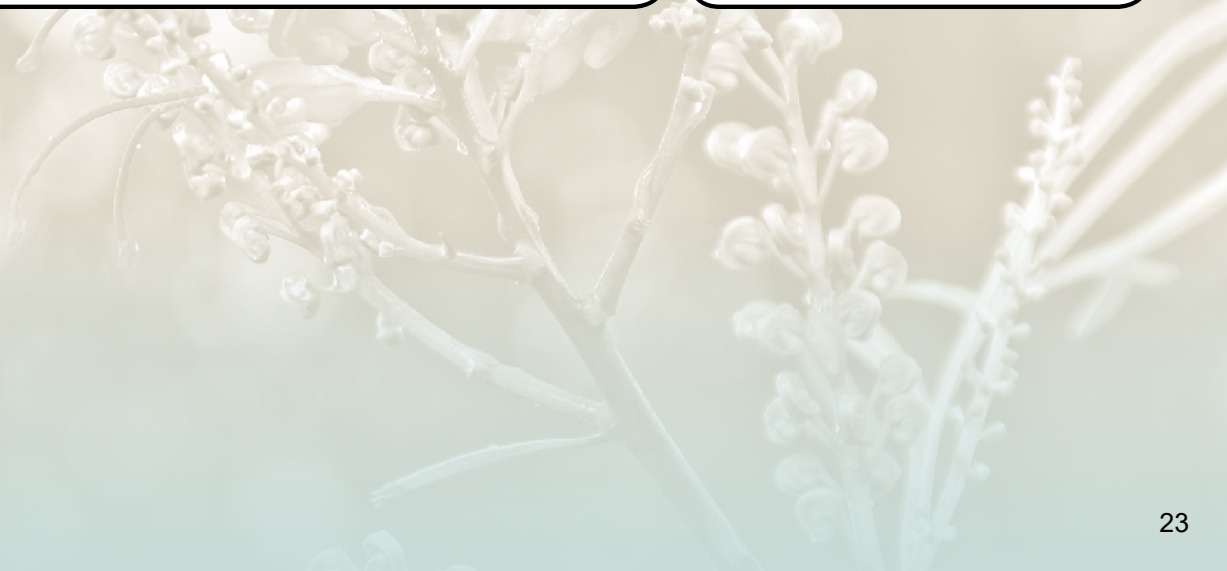
- Community Emergency Services Manager (partnership with DFES)
- Human Resource Officer (full-time)
- Club Development Officer (contract)
- Project Manager – Coastal Adaptation Planning (part-time)
- PA to Executive Manager Operations (part-time)
- Manager Operations (full-time)

The Shire operates with 52.6 FTEs which is a 0.2 FTE decrease over 2013-14.

Payment to Employees

The number of employees at the Shire of Gingin who were entitled to an annual cash salary of \$100,000 or more is seven (7).

Salary Band \$	Number of Officers
100,000 - 110,000	2
110,000 - 120,000	1
120,000 - 130,000	2
140,000 - 150,000	0
150,000 - 160,000	0
160,000 - \$170,000	0
170,000 - 180,000	1
180,000 - 190,000	0
190,000 - 195,000	1





Planning & Development

Seabird Erosion Works

Over the last 12-18 months the Shire and the community, in particular the Seabird Progress Association, have taken on a strong advocacy role with the State Government in relation to securing funding to implement infrastructure works at the Seabird Foreshore.

In June this year the State Government - following a decision of Cabinet - awarded \$2 million to the Shire of Gingin through a financial assistance agreement from the Department of Regional Development to undertake works to mitigate erosion of the foreshore. The funding is contingent upon certain milestones and includes Stage 1, of which immediate works are to be undertaken by the Shire of Gingin to investigate and implement protection for properties under threat. These works are only intended to be short term until a medium/long term solution can be found. In the interim, the Seabird Community and the Shire have funded the placement of sand and geotextile-backed concrete mattresses to assist with the arrest coastal erosion pending an outcome of Stage 1 where the design of infrastructure will be considered.

Lancelin Tourist Park - Shire of Gingin Local Planning Scheme Amendment No.4

Lancelin was identified by the State Government in its Caravan and Camping Action Plan 2013-2018 as a tourist hot spot and a town which required improved tourist facilities, particularly an additional caravan park. The Shire's Local Planning Strategy 2012 reinforces this vision by stating Council's policy position and action as investigating and facilitating the development of a suitable caravan park site at Lancelin.

Council, at its ordinary meeting in September 2014, initiated proposed Local Planning Scheme No.4 to rezone portions of reserve and unallocated crown land at Hopkins Street in Lancelin to a Special Use site for a Caravan Park and associated facilities. The proposal and associated studies to support the project were funded by Tourism WA. The Public Notice period resulted in many submissions being received which raised planning matters, including concern for environmental qualities at the site, coastal setbacks and positive economic and tourist benefits. At the time of writing this report the proposal was being considered by the Western Australian Planning Commission under the provisions of the *Planning and Development Act 2005*.

Cheriton Gardens Lifestyle Village - Shire of Gingin Local Planning Scheme Amendment No.11

A Scheme Amendment proposal for an Over-55s Lifestyle Village on Lot 105, Cheriton Road, Gingin was supported by Council at its March 2015 ordinary meeting. The Lifestyle Village will include high density residences, including a caretaker's dwelling and associated communal and recreational facilities. Servicing of the village will include connection to reticulated water, and wastewater services are to be provided by a licenced service provider. The next phase in the planning process will require the Developer to lodge a development application with the Shire for consideration of Council.

Cheriton Estate

Over the past year Shire staff and Council have continued to work closely with the land owners and developers of the Cheriton Estate to facilitate release of land at the estate. The Shire is in receipt of an amended structure plan which proposed lot sizes of one (1) hectare as opposed the previous two (2) hectares. Such an increase in lot yield has resulted in additional requirements being placed on the development, including fire hydrants, scheme water supply and possible stocking density restrictions.

Council and Shire staff continue to consider various proposals in relation to the required upgrade of Cheriton Road.

Coastal Hazards Risk Management and Adaptation Planning

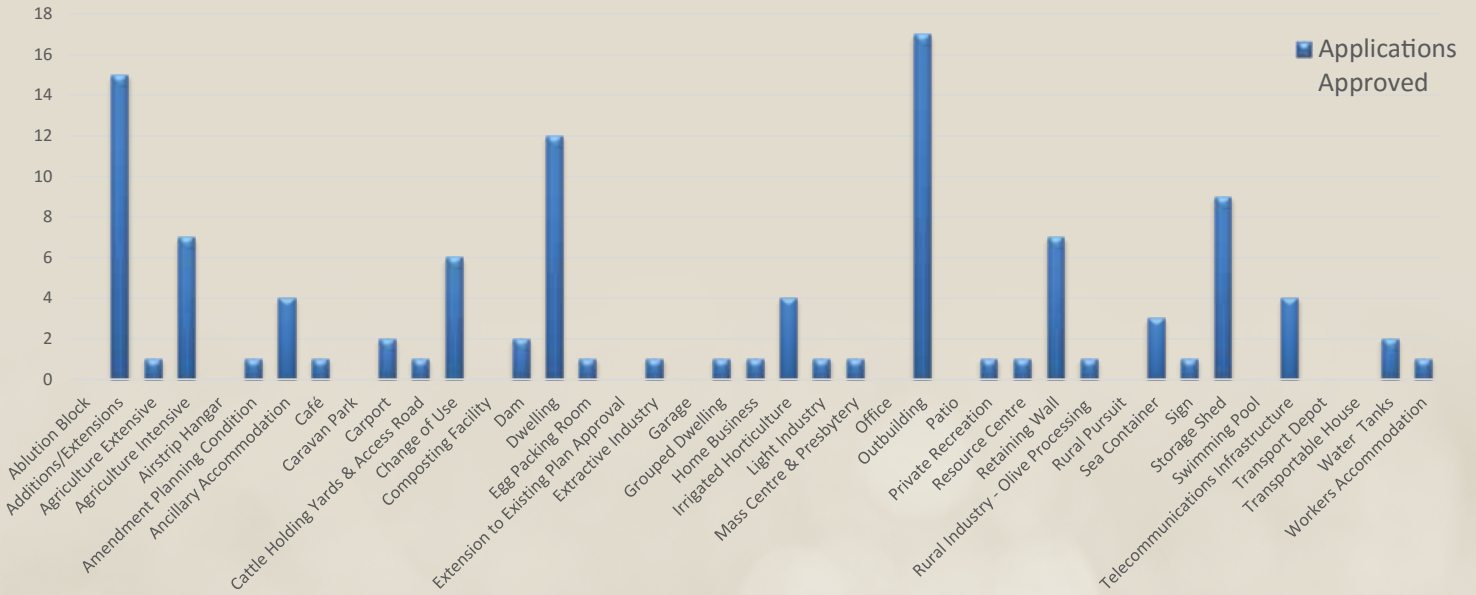
The Shire of Gingin and the Shire of Dandaragan are in the process of collaboration to meet the requirements of State Planning Policy 2.6 - Coastal Development. This has resulted in successful grant funding from the Department of Planning to undertake Coastal Hazards Risk Management and Adaptation Planning (CHRMAP) and the employment of a part-time Coastal Projects Manager. The project is based on both Shires engaging consultant coastal specialists to produce a series of data maps for the coastlines which makes predictions in relation to climate change variations for the coastal town sites. It is intended that once the Shires have a draft CHRMAP it will be workshopped with coastal communities to consider risk management strategies.

Lancelin Plaza

Shire staff continue to liaise with the Department of Lands for the consideration of the release of unallocated Crown land in the Lancelin town centre. It is hoped that agreement on the sale of the land to the Shire can be reached soon. Following such agreement and the consent of Council for land purchase, if appropriate, Staff will progress to negotiate with the South West Aboriginal Land and Sea Council to remove the notice of objection presently lodged at the site.



Development Applications Approved (1 July 2014 - 30 June 2015)







Corporate and Community Services

Corporate and Community Services oversees the administration and financial services of the Shire of Gingin. It is also responsible for customer service, libraries, aquatic centre, community liaison and support, and facilitating the community's link to Council.

Corporate Services

Financial Overview

The following tables provide a snapshot of the Shire's major financial activities for 2014-15. For a more detailed explanation of these financial activities please refer to the Concise Financial Report on page 37 or refer to the full Annual Financial Report on the attached CD.

Table 1
Operating Revenue

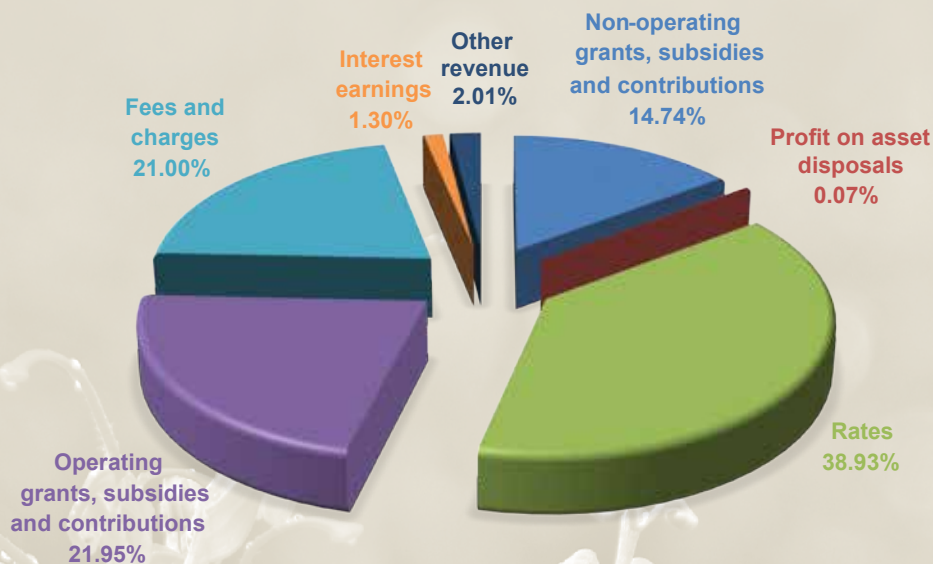


Table 2
Operating Expenditure

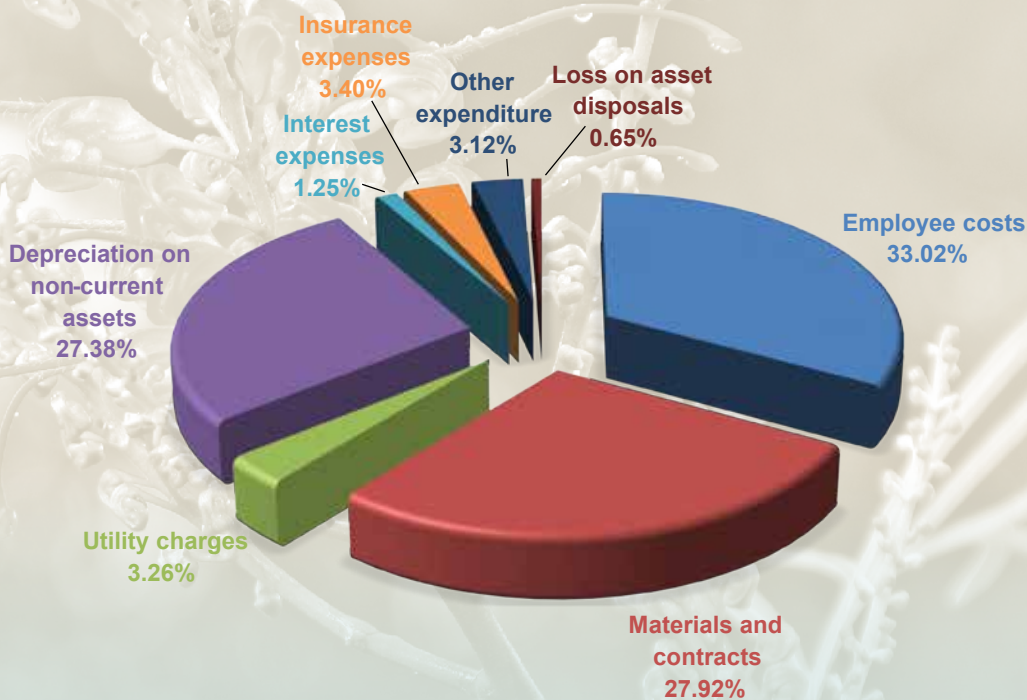
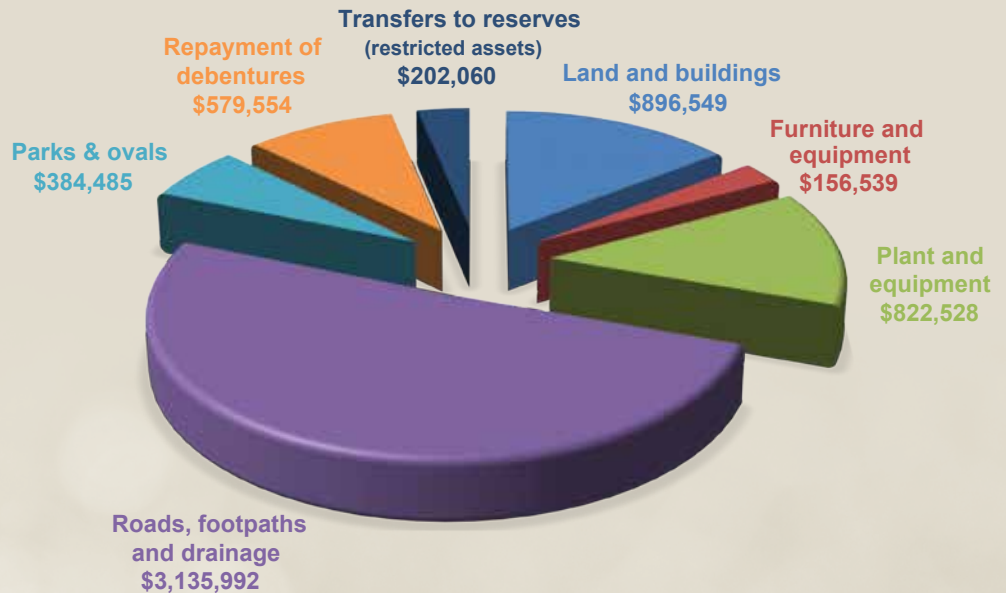




Table 3
Capital Expenditure



Rates Levy

The Shire of Gingin's operating budget for 2014-15 was set at approximately \$14.333 million. Of that figure the rates levy set aimed to raise \$6.930 million towards the cost of providing the myriad Shire services to its community.

During the financial year the Shire was successful in levying \$6.930 million and collecting 90% of the rates levy set. This was achieved by working with ratepayers who experienced difficulty in paying.

Unpaid rates arrears at 30 June 2015 stood at \$644,810 with 48% (\$310,191) of that total attributable to a single developer who failed to pay rates for a number of years. The developer's property was repossessed and the arrears are continuing to be recovered from the sale of land.

Emergency Services Levy

The Shire also collected \$354,153 on behalf of the State Government for the Emergency Services Levy (ESL).

During 2014-15 the Shire received and ESL operating grant from the Department of Fire and Emergency Services (DFES) of \$138,051 towards the cost of the Shire's bush fire service, as well as a \$41,500 pre-payment for 2015-16.

Audit Committee

The Audit Committee oversees the Shire of Gingin's audit processes. The Committee's Terms of Reference are to provide guidance, assistance and oversight to Council in relation to the:

- Financial Audit
- Risk Management Framework
- Statutory Compliance Audit

The Audit Committee meets on an as-needs basis during the year, with the timing of each meeting coinciding with a particular aspect of the Shire's audit cycle. All recommendations made by the Committee are referred to Council for consideration.

Four (4) Audit Committee meetings were held during 2014-15: in July 2014, November 2014, December 2014 and February 2015.



Community Development

Doctor Support in Gingin and Lancelin

The Shire of Gingin continues to support the provision of GP services within the region. Specifically, the provision of doctors in both Gingin and Lancelin is made possible through the financial support and sponsorship of Council.

Although the cost to provide this service is considerable, the community continues to rate the availability of GP services as a high priority.

KidSport

KidSport is a Department of Sport and Recreation (DSR) funded project which aims to engage kids in sport and clubs who may otherwise be excluded due to personal circumstance.

The Shire of Gingin continues to support this initiative by administering the DSR funds, where up to \$200 per eligible child per calendar year is payable to clubs and groups. In the 2014-15 financial year the Shire had 41 KidSport registrations.

Events – Shire-run working with the community

Seniors' Week

Shire of Gingin hosted a luncheon to celebrate Seniors' Day at the Wanneroo Botanical Gardens on Tuesday 11 November 2014. Part funding for this event was obtained through the Department of Local Government and Communities.

Participants enjoyed a round of mini golf followed by fresh delicious pizzas for lunch. A lovely couple were surprised with a large bunch of flowers for their 65th Wedding Anniversary by the Shire President.

Australia Day

Every Australia Day the Shire of Gingin, in conjunction with the Neergabby Community Association, hosts a free event at the Neergabby Grounds to celebrate being Australian. This year's Australia Day celebration was another successful, well-attended event and included the Premier's Active Citizenship Awards, a citizenship ceremony, and a free breakfast.

Healthy Weight Week

Part funding was obtained from Medicare Local (South West WA) to promote healthy eating, nutritional education and physical activity within the Shire of Gingin.

Events were held in Gingin on Thursday 19 February 2015 and Lancelin on Friday 20 February 2015. In Gingin, a water polo demonstration match was played by locals who then enjoyed a healthy BBQ. In Lancelin, students and members of DADAA Ltd joined in and exercised in Wangaree Park before learning how to prepare a healthy meal.

Triathlon

Over 125 participants took up the challenge of competing in the 2015 Gingin Triathlon which was held on Sunday 12 April 2015. Starting and finishing at the Gingin Aquatic Centre entrants had a choice of two courses which could be competed in teams or individually. The event was a huge success and a real boost to community spirit with people of all ages and fitness levels getting involved.

Events – Community-run with Shire support

The Shire of Gingin continues to play an active role in supporting the numerous community-run events within the region. During 2014-15 the Shire once again supported the following events:

- Lancelin Ocean Classic
- Gingin British Car Day
- Ledge Point Sandcastle Competition
- Guilderton Music in the Park
- Neergabby Fireworks Night
- Woodridge Spring Fair
- Gingin Jive Vintage Fair
- Carols in the Park



Event Management

The holding of public and private events within the Shire continues to grow to a point where there are multiple events nearly every weekend. From weddings to sporting events to the filming of movies on location, this has meant that the Shire's reserves, beaches and community facilities are constantly booked and busy.

With the increase of events the Shire implements an event management process to efficiently manage the growth of community events within the region, but to also manage the 'risk' to event managers when undertaking an event. Following completion of an Event Application Form, Shire staff can then guide the event coordinator through the Shire's requirements and provide support to effectively minimise risk associated with any given event.

Social Housing

The Shire of Gingin has a total of 15 community / social housing units dedicated for pensioners / aged persons within the Shire.

Eleven (11) two-bedroom units are located in Lancelin and are managed in a partnership arrangement with the Department of Housing to provide for those on a pension and/or concession, and aged 55 or over.

There are four units located in the Gingin town site and are managed solely by the Shire.

The occupancy rate for the units is 100%. If a unit becomes vacant it is quickly filled from waiting lists for each of the facilities.





Operations

The Shire of Gingin’s Operations Department is responsible for maintaining the Shire’s most visible assets which include roads, drains, pathways, parks, gardens, public open space, foreshores and reserves.

Road Construction

In 2014-15 the Shire of Gingin spent \$3.243 million on road construction projects, which was an increase of approximately \$315,000 (10%) from 2013-14. Some of the major capital roadworks programs undertaken during that period included:

• KW Road (reconstruct road, widen road width and widen seal to 8m)	\$775,758
• Mooliabeenee Road (reconstruct road, widen road width and widen seal to 8m)	\$780,630
• Old Ledge Point Road (upgrade 800m to sealed road and resheet remainder)	\$299,255
• Bennies Road (resheet unsealed road and seal intersection with IOD)	\$399,573
• Wannamal Road West (resheet unsealed road)	\$210,881
• King Drive (reseal sealed road)	\$48,381

To assist with the road construction program for 2014-15, additional funding was received from:

• State Government (Regional Road Group, Direct Grant and untied contribution)	\$1,426,562
• Roads to Recovery (Federal Government) – various roads	\$399,340
• Country Local Government Funds ie, Royalties for Regions (State Government)	\$70,000
• Private contributions – agricultural lime producers	\$44,042

The Shire was able to secure an additional \$500,000 from the State Government as an untied grant to use for the upgrade of Old Ledge Point Road (\$120,000 to bring up to a suitable standard for Aglime trucks) and extend the pavement reconstruction and widening works on KW Road (\$380,000).

This additional funding was a welcome boost and was received after considerable lobbying by the Shire to State Government. However, it is a relatively small amount given the large volume of work still required to upgrade the Aglime routes to a safe standard.

The Shire of Gingin is continually looking for ways to increase the quantity and quality of work completed to ensure all road assets are renewed and upgraded in a sustainable manner. The Shire is also upgrading major sealed roads connecting the Shire to other regions to ensure these road assets are able to withstand current and future traffic volumes.

Road Maintenance

The Shire of Gingin not only constructs roads and drains but maintains these assets so that the public can continue to utilise this infrastructure safely. The Shire of Gingin has 913km of roads with 482km of sealed road and 431km of unsealed roads spread of 3,325km².

For 2014-15 the Shire spent approximately \$2.58 million on maintaining the Shire’s road associated assets.

An amount of \$2.58 million was spent on (but not limited to) the following areas:

• General maintenance – sealed roads	\$547,705 (2% increase from 13/14)
• General maintenance – gravel roads	\$712,212 (37% increase from 13/14)
• Verge maintenance	\$541,891 (22% increase from 13/14)
• Traffic signs and equipment	\$62,303 (25% increase from 13/14)

The Shire has been able to use its own resources (staff, plant and gravel materials) to resheet some minor unsealed roads as an opportunity-cost within the unsealed road maintenance budget, and this year was able to resheet Nine Mile Road and Mayfield Road in this manner.

The Shire’s road associated assets are continually deteriorating and require increased maintenance annually. The Shire of Gingin endeavours to maintain its assets to the highest possible standards with the funds and resources at its disposal.



Parks, Gardens and Foreshore Maintenance

The Shire of Gingin has numerous areas of public open space to maintain in five town sites and five rural living areas. The Shire spent over \$1.066 million on maintaining these areas for public use. In addition, the Shire of Gingin has a number of beaches and foreshores to maintain and has spent \$190,004 on these assets.

Expenditure for public space, beaches and foreshore maintenance during 2014-15 included:

• Granville Park (Gingin)	\$62,179
• Ledge Point Recreation Ground	\$48,995
• Wangaree Park (Lancelin)	\$42,542
• Gabbadah Park (Guilderton)	\$16,627
• Seabird Foreshore	\$112,549
• Lancelin Beaches	\$8,786
• Grace Darling Park (Lancelin)	\$81,245

Plant & Machinery Replacement

In 2014-15 the Shire of Gingin replaced a number of items of plant to assist with the completion of its Works Program and to maintain a sustainable and economic fleet. The Shire spent a total of \$545,126 on purchasing plant and machinery. This is a considerable reduction over 2013-14 (approximately \$500,000 saving over last financial year) where the Shire was able to clear numerous carry-forward plant purchases. Major items of new plant purchased in 2014-15 were:

• Grader	\$338,765
• 3 Kubota mowers	\$74,225
• Verge slasher (tractor attachment)	\$26,841
• Small vehicles (utes, sedans and wagons)	\$298,077

The total carried-forward figure from 2013-14 to 2015-16 was \$164,000 for a new low loader for transporting plant around the Shire - this item could not be delivered before the end of financial year due to construction timeframes.





Regulatory Services

Regulatory Services is responsible for the administration and delivery of a range of services which include environmental health, ranger services, statutory planning, building services, and records management.

Freedom of Information

The Shire received five (5) Freedom of Information applications for the 2014-15 financial year, outlined as follows:

- Three (3) applications were supplied in full;
- One (1) application was declined; and
- One (1) application was processed but there were no documents found in the scope of the request.

There were no reviews.

Record Keeping

The *State Records Act 2000* requires all government organisations to include in their Annual Report a statement on their compliance with its Recordkeeping Plan.

The Shire of Gingin's Recordkeeping Plan was last reviewed, updated and submitted to the State Records Commission in 2012. Reviews are required to be carried out not less than once every five years and the next review is scheduled for 2016.

The Shire of Gingin's electronic document and records management system is upgraded regularly to enable compliance, and increase efficiency and effectiveness. A customer service module was installed in 2013 and professional training conducted with all staff. The customer service module enables the recording and response details of all customer service requests received by telephone, electronic mail and any hard copy correspondence delivered by Australia Post. The Shire of Gingin is also working on a new and improved website.

The electronic document and records management system enables reliable, secure recording and access of documents. Records officers appraise, retain and dispose records in accordance with the General Disposal Authority for Local Government Records.

The Shire of Gingin provides officers with training in recordkeeping and one-on-one training where needed. In accordance with its Recordkeeping Plan 2012-25 Principal 6.1, an introduction to the Recordkeeping system and information on Recordkeeping responsibilities is given to new employees. Responsibilities of records management of electronic communications are included in the Shire of Gingin's Operational Policy Manual.





Ranger Services

The Shire Rangers are involved with community education, awareness and enforcement of various legislation, namely:

- *The Dog Act 1976*;
- *Local Government Act 1995 (sections 3.39, 9.11, 9.13, 9.15, 9.16)*;
- *Bushfires Act 1954 (Fire Control Officer)*;
- *Litter Act 1979*,
- *Control of Vehicles (Off-road Areas) Act 1978*; and
- the Shire's Local Laws.

During 2014-15 Shire rangers issued the following infringements:

Infringement Type	Number Issued 2014 / 2015
Fire	214
Camping	59
Dog	74
Stock	1
Beach Offences	5
Litter	5
Off Road Vehicles	4
Parking	128

Also during 2014-15, Regulatory Services commenced a review of its Vehicle Prohibition Areas (VPA) within the Shire of Gingin, with particular consideration for vehicles accessing beaches being used by pedestrians and swimmers.

Building Services

During 2014-15 the Shire issued 250 building and demolition approvals with an estimated value of \$22,396,853. During that same period, the Shire also issued 53 permits for the installation of septic tanks.

Disability Access & Inclusion

The Shire of Gingin is committed to advancing the principles and objectives of the *Disability Services Act 1993*, with a particular focus on the six outcomes identified in the Disability Services Regulations 2004. The guiding principle is inclusion for all people.

The DAIP was reviewed in 2014-15 and contains 7 outcomes and 22 strategies, and 32 tasks have been identified and agreed for implementation over the life of the plan.



Environmental Health

During the 2014-15 financial year the Shire's Environmental Health Service delivered a wide range of health programs and undertook statutory functions that included inspections, investigations and sampling as follows:

Health Program	Statutory Function	Number
Safe accommodation	Lodging houses, caravan parks and public buildings	17
Safe Food	Food premises and temporary food stalls; and food sampling and food recalls	187
Safe Events	Event and festival compliance, and public safety	8
Safe Disposal of Effluent	On-site effluent disposal and grey water re-use	45
Disease Control	Food poisoning investigations and notifiable diseases	2
Pollution Compliance	Environmental nuisances, community noise and environmental pollution	5

Environmental Water Monitoring 2014-15

From November 2014 to April 2015 the Shire participated in the annual Health Department WA Recreational Water Sampling (Bacteriological) Program. This sampling program provides valuable information into the health of rivers being tested.

Through this strict sampling and analytical process, one sample returned a positive result of thermophiles (*Naegleria fowleri*) in Moore River. Signage was subsequently erected at prominent locations along Moore River advising the community of the dangers of this water-borne disease.

Stable Fly Complaints 2014-15

During 2014-15 Shire officers continued to maintain a vigilant approach to monitoring and pursuing complaints from residents in accordance with the Biosecurity and Agriculture Management Act 2007. During this period the Shire received a total of 69 Stable Fly complaints.

The Shire also lobbied the Department of Agriculture and Food Western Australia (DAFWA) to provide a centralised reporting mechanism for all residents in all local governments and, as a result, a centralised reporting system is now available.

In addition, DAFWA has a working partnership with Vegetables WA and seven participating local governments, including the Shire of Gingin, to investigate long and short-term methods to control Stable Flies.

Recycling and Waste Management

During 2014-15 the Shire introduced a number of initiatives designed to increase the amount of waste recycled and minimise the amount finding its way to landfill. These included providing households with a free tipping card for the disposal of household waste that could be used on condition that the waste was separated into recycling categories for processing.

Further recycling improvements were undertaken at the Gingin landfill site and the Lancelin Lions Group recycling centre. In 2014-15 the Shire was able to recycle the following:

- Metal - 127 tonnes
- Glass – 38 tonnes
- Plastic - 4 tonnes
- E-Waste – 11 tonnes
- Batteries – 10 tonnes
- Greenwaste – 500 tonnes (estimated)
- Paper and cardboard - 63 tonnes
- Used oil – 6,000 litres
- DrumMuster 3,524 containers





Concise Financial Report

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INDEPENDENT AUDITOR'S REPORT TO THE ELECTORS OF THE SHIRE OF GINGIN

REPORT ON THE FINANCIAL REPORT

We have audited the accompanying concise financial report of the Shire of Gingin, which comprises the statement of financial position as at 30 June 2015, statement of comprehensive income by nature or type, statement of comprehensive income by program, statement of changes in equity, statement of cash flows and the rate setting statement for the year then ended and the statement by Chief Executive Officer. The concise financial report does not contain all disclosures required by Australian Accounting Standards and accordingly, reading the concise financial report is not a substitute for reading the audited financial report.

Management's Responsibility for the Financial Report

Management is responsible for the preparation of the concise financial report that gives a true and fair view in accordance with Standard AASB 1039: Concise Financial Reports, and for such internal control as management determines is necessary to enable the preparation of the concise financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the concise financial report based on our procedures which are conducted in accordance with Auditing Standard ASA 810: Engagements to Report on Summary Financial Statements. We have conducted an independent audit, in accordance with Australian Auditing Standards, of the full financial report of the Shire of Gingin for the year ended 30 June 2015. We expressed an unmodified audit opinion on that financial report in our report dated 3 November 2015. The Australian Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the concise financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the concise financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the concise financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Shire's preparation of the concise financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control. Our procedures included testing that the information in the concise financial report is derived from, and is consistent with, the full financial report for the year, and examination on a test basis, of audit evidence supporting the amounts and other disclosures which were not directly derived from the full financial report for the year. These procedures have been undertaken to form an opinion on whether, in all material respects, the concise financial report complies with AASB 1039: Concise Financial Reports and whether the other disclosures complies with the requirements laid down in AASB 1039: Concise Financial Reports.

We believe the audit evidence we obtained is sufficient and appropriate to provide a basis for our audit opinion.



**INDEPENDENT AUDITOR'S REPORT
TO THE ELECTORS OF THE SHIRE OF GINGIN (CONTINUED)**

Opinion

In our opinion, the concise financial report of the Shire of Gingin for the year ended 30 June 2015 complies with Accounting Standard AASB 1039: Concise Financial Reports.

Report On Other Legal and Regulatory Requirements

During the course of the audit we became aware of the following instance where the Council did not comply with the Local Government (Financial Management) Regulations 1996 (as amended):

Differential Rates

The rate notice or the accompanying information did not include the reasons for the differences between the adopted and advertised rates as required by Local Government (Financial Management) Regulation 56(4)(b).

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) There are no matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.
- b) Except as detailed above, no other matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were noted during the course of our audit.
- c) All necessary information and explanations were obtained by us.
- d) All audit procedures were satisfactorily completed in conducting our audit.

MOORE STEPHENS
CHARTERED ACCOUNTANTS


GREG GODWIN
PARTNER

Signed at Perth this 10th day of November 2015.



**Shire of Gingin
Concise Financial Report
for the year ended 30 June 2015**

Statement by the Chief Executive Officer

Relationship of the Concise Financial Report to the Complete Annual Financial Report

The concise financial report is an extract from the full annual financial report for the year ended 30 June 2015. The financial statements and specific disclosures included in the concise financial report have been derived from the full annual financial report.

The concise financial report cannot be expected to provide as full an understanding of the financial performance, financial position, and financing and investing activities of the Shire of Gingin as the full annual financial report.

Further financial information can be obtained from the full annual financial report which is available on the CD attached to the inside back cover, or free of charge by contacting Council's Administration Office on 9575 2211, or by downloading it from the Shire of Gingin website www.gingin.wa.gov.au.

Signed on the fifth day of November 2015.

Jeremy Edwards
Chief Executive Officer



SHIRE OF GINGIN
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2015

	NOTE	2015 \$	2015 Budget \$	2014 \$
Revenue				
Rates	22	6,867,678	6,880,116	6,386,653
Operating grants, subsidies and contributions	28	3,872,048	2,239,724	1,261,966
Fees and charges	27	3,704,441	3,559,398	3,704,931
Interest earnings	2(a)	228,727	210,168	276,660
Other revenue	2(a)	353,914	174,440	225,825
		<u>15,026,808</u>	<u>13,063,846</u>	<u>11,856,035</u>
Expenses				
Employee costs		(4,657,378)	(4,395,386)	(4,436,365)
Materials and contracts		(3,938,043)	(4,132,042)	(3,539,949)
Utility charges		(459,493)	(474,575)	(439,057)
Depreciation on non-current assets	2(a)	(3,861,870)	(3,936,308)	(3,621,478)
Interest expenses	2(a)	(176,252)	(190,043)	(195,459)
Insurance expenses		(479,572)	(528,341)	(490,209)
Other expenditure		(439,467)	(676,650)	(516,408)
		<u>(14,012,075)</u>	<u>(14,333,345)</u>	<u>(13,238,925)</u>
		1,014,733	(1,269,499)	(1,382,890)
Non-operating grants, subsidies and contributions	28	2,599,897	1,743,876	1,577,494
Profit on asset disposals	20	12,405	18,129	26,837
Loss on asset disposals	20	(91,345)	0	(180,535)
		<u>3,535,690</u>	<u>492,506</u>	<u>40,906</u>
Net result				
Other comprehensive income				
Changes on revaluation of non-current assets	12	(9,600,262)	0	0
		<u>(9,600,262)</u>	<u>0</u>	<u>0</u>
Total other comprehensive income				
		<u>(6,064,572)</u>	<u>492,506</u>	<u>40,906</u>
Total comprehensive income				
		<u>(6,064,572)</u>	<u>492,506</u>	<u>40,906</u>

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

SHIRE OF GINGIN
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2015

	NOTE	2015 \$	2015 Budget \$	2014 \$
Revenue				
Governance	2(a)	1,013	0	880
General purpose funding		9,342,894	8,039,119	7,167,253
Law, order, public safety		411,897	224,376	289,380
Health		276,259	305,600	324,848
Education and welfare		125,544	109,104	127,157
Housing		43,966	25,400	33,200
Community amenities		1,652,211	1,412,857	1,503,077
Recreation and culture		104,245	74,377	76,043
Transport		767,570	1,078,338	617,574
Economic services		1,824,241	1,494,337	1,534,043
Other property and services		476,968	300,338	182,580
		<u>15,026,808</u>	<u>13,063,846</u>	<u>11,856,035</u>
Expenses				
Governance	2(a)	(1,034,701)	(974,225)	(1,070,212)
General purpose funding		(313,181)	(274,580)	(303,624)
Law, order, public safety		(1,425,039)	(1,006,263)	(1,211,733)
Health		(797,496)	(746,422)	(839,575)
Education and welfare		(168,032)	(172,057)	(184,377)
Housing		(33,901)	(46,037)	(33,240)
Community amenities		(1,685,219)	(1,913,126)	(1,712,129)
Recreation and culture		(2,467,018)	(2,937,817)	(2,467,228)
Transport		(4,374,300)	(3,766,900)	(3,972,607)
Economic services		(1,241,126)	(1,335,914)	(1,237,089)
Other property and services		(295,810)	(969,961)	(11,652)
		<u>(13,835,823)</u>	<u>(14,143,302)</u>	<u>(13,043,466)</u>
Finance costs				
General purpose funding	2(a)	0	(500)	0
Health		(17,515)	(17,221)	(18,247)
Education and welfare		(1,668)	(1,732)	(2,539)
Community amenities		(33,930)	(33,087)	(34,430)
Recreation and culture		(92,311)	(103,248)	(102,044)
Transport		0	(2,812)	(2,589)
Economic services		(1,603)	(1,630)	(1,818)
Other property and services		(29,225)	(29,813)	(33,792)
		<u>(176,252)</u>	<u>(190,043)</u>	<u>(195,459)</u>
Non-operating grants, subsidies and contributions				
Education and welfare		0	0	612,241
Community amenities		106,970	0	0
Recreation and culture		737,067	737,500	0
Transport		1,755,860	1,006,376	965,253
	28	<u>2,599,897</u>	<u>1,743,876</u>	<u>1,577,494</u>
Profit/(Loss) on disposal of assets				
Law, order, public safety		(15,522)	3,750	0
Health		(7,558)	0	0
Recreation and culture		0	4,565	0
Transport		(61,467)	5,564	0
Other property and services		5,607	4,250	(153,698)
	20	<u>(78,940)</u>	<u>18,129</u>	<u>(153,698)</u>
Net result		<u>3,535,690</u>	<u>492,506</u>	<u>40,906</u>
Other comprehensive income				
Changes on revaluation of non-current assets	12	(9,600,262)	0	0
Total other comprehensive income		<u>(9,600,262)</u>	<u>0</u>	<u>0</u>
Total comprehensive income		<u>(6,064,572)</u>	<u>492,506</u>	<u>40,906</u>

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



SHIRE OF GINGIN
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2015

	NOTE	2015 \$	2014 \$	2013 \$
CURRENT ASSETS				
Cash and cash equivalents	3	4,995,045	3,405,892	5,567,344
Trade and other receivables	4	1,659,761	1,271,068	1,252,203
Inventories	5	34,496	35,936	98,588
TOTAL CURRENT ASSETS		<u>6,689,302</u>	<u>4,712,896</u>	<u>6,918,135</u>
NON-CURRENT ASSETS				
Other receivables	4	216,118	231,384	277,528
Inventories		0	0	10,044
Property, plant and equipment	6	54,953,806	55,106,761	54,214,505
Infrastructure	7	93,516,055	101,811,914	101,135,352
TOTAL NON-CURRENT ASSETS		<u>148,685,979</u>	<u>157,150,059</u>	<u>155,637,429</u>
TOTAL ASSETS		<u>155,375,281</u>	<u>161,862,955</u>	<u>162,555,564</u>
CURRENT LIABILITIES				
Trade and other payables	8	505,247	781,797	1,309,110
Current portion of long term borrowings	9	220,733	246,618	329,841
Provisions	10	631,419	575,870	484,360
TOTAL CURRENT LIABILITIES		<u>1,357,399</u>	<u>1,604,285</u>	<u>2,123,311</u>
NON-CURRENT LIABILITIES				
Long term borrowings	9	2,231,244	2,415,326	2,661,944
Provisions	10	121,513	113,647	81,518
TOTAL NON-CURRENT LIABILITIES		<u>2,352,757</u>	<u>2,528,973</u>	<u>2,743,462</u>
TOTAL LIABILITIES		<u>3,710,156</u>	<u>4,133,258</u>	<u>4,866,773</u>
NET ASSETS		<u>151,665,125</u>	<u>157,729,697</u>	<u>157,688,791</u>
EQUITY				
Retained surplus		43,588,586	40,185,597	39,444,621
Reserves - cash backed	11	2,095,430	1,962,729	2,662,799
Revaluation surplus	12	105,981,109	115,581,371	115,581,371
TOTAL EQUITY		<u>151,665,125</u>	<u>157,729,697</u>	<u>157,688,791</u>

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



**SHIRE OF GINGIN
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2015**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2013		42,596,724	2,662,799	115,581,371	160,840,894
Correction of error	34	(3,152,103)	0	0	(3,152,103)
Re-Statement Balance at 1 July 2013		<u>39,444,621</u>	<u>2,662,799</u>	<u>115,581,371</u>	<u>157,688,791</u>
Comprehensive income		40,906	0	0	40,906
Net result		<u>40,906</u>	<u>0</u>	<u>0</u>	<u>40,906</u>
Total comprehensive income		700,070	(700,070)	0	0
Transfers from/(to) reserves		<u>40,185,597</u>	<u>1,962,729</u>	<u>115,581,371</u>	<u>157,729,697</u>
Balance as at 30 June 2014		3,535,690	0	0	3,535,690
Comprehensive income		0	0	(9,600,262)	(9,600,262)
Net result	12	<u>3,535,690</u>	<u>0</u>	<u>(9,600,262)</u>	<u>(6,064,572)</u>
Changes on revaluation of non-current assets		(132,701)	132,701	0	0
Total comprehensive income		<u>43,588,586</u>	<u>2,095,430</u>	<u>105,981,109</u>	<u>151,665,125</u>
Transfers from/(to) reserves					
Balance as at 30 June 2015					

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

**SHIRE OF GINGIN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2015**

	NOTE	2015 \$	2015 Budget \$	2014 \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		6,894,585	7,121,758	6,434,485
Operating grants, subsidies and contributions		3,553,670	2,239,724	1,218,644
Fees and charges		3,620,412	4,063,960	3,704,931
Interest earnings		228,727	352,326	276,660
Goods and services tax		901,042	800,000	943,273
Other revenue		350,453	204,440	225,825
		<u>15,548,889</u>	<u>14,782,208</u>	<u>12,803,818</u>
Payments				
Employee costs		(4,666,123)	(4,275,085)	(4,193,665)
Materials and contracts		(3,958,758)	(4,029,961)	(4,138,660)
Utility charges		(480,293)	(474,575)	(439,057)
Interest expenses		(180,187)	(190,043)	(199,110)
Insurance expenses		(479,572)	(528,341)	(490,209)
Goods and services tax		(950,328)	(754,016)	(943,273)
Other expenditure		(596,967)	(676,650)	(516,408)
		<u>(11,312,228)</u>	<u>(10,928,671)</u>	<u>(10,920,382)</u>
Net cash provided by (used in) operating activities	13(b)	<u>4,236,661</u>	<u>3,853,537</u>	<u>1,883,436</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment		(1,875,616)	(2,128,212)	(2,524,544)
Payments for construction of infrastructure		(3,520,477)	(4,152,451)	(3,054,459)
Non-operating grants, Subsidies and contributions		2,599,897	1,743,876	1,577,494
Proceeds from sale of fixed assets		303,835	362,573	235,009
Proceeds from advances		10,959	0	10,303
Net cash provided by (used in) investment activities		<u>(2,481,402)</u>	<u>(4,174,214)</u>	<u>(3,756,197)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of debentures		(579,554)	(246,619)	(329,841)
Proceeds from self supporting loans		43,861	54,818	41,150
Proceeds from new debentures		369,587	0	0
Net cash provided by (used in) financing activities		<u>(166,106)</u>	<u>(191,801)</u>	<u>(288,691)</u>
Net increase (decrease) in cash held		1,589,153	(512,478)	(2,161,452)
Cash at beginning of year		3,405,892	3,279,952	5,567,344
Cash and cash equivalents at the end of the year	13(a)	<u><u>4,995,045</u></u>	<u><u>2,767,474</u></u>	<u><u>3,405,892</u></u>

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

**SHIRE OF GINGIN
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2015**

	NOTE	2015 Actual \$	2015 Budget \$	2014 Actual \$
Revenue				
Governance		1,013	0	880
General purpose funding		2,475,216	1,159,003	780,600
Law, order, public safety		411,897	228,126	289,380
Health		276,259	305,600	324,848
Education and welfare		125,544	109,104	739,398
Housing		43,966	25,400	33,200
Community amenities		1,759,181	1,412,857	1,503,077
Recreation and culture		841,312	816,442	76,043
Transport		2,529,501	2,090,278	1,582,827
Economic services		1,824,241	1,494,337	1,534,043
Other property and services		483,302	304,588	209,417
		<u>10,771,432</u>	<u>7,945,735</u>	<u>7,073,713</u>
Expenses				
Governance		(1,034,701)	(974,225)	(1,070,212)
General purpose funding		(313,181)	(275,080)	(303,624)
Law, order, public safety		(1,440,561)	(1,006,263)	(1,211,733)
Health		(822,569)	(763,643)	(857,822)
Education and welfare		(169,700)	(173,789)	(186,916)
Housing		(33,901)	(46,037)	(33,240)
Community amenities		(1,719,149)	(1,946,213)	(1,746,559)
Recreation and culture		(2,559,329)	(3,041,065)	(2,569,272)
Transport		(4,441,838)	(3,769,712)	(3,975,196)
Economic services		(1,242,729)	(1,337,544)	(1,238,907)
Other property and services		(325,762)	(999,774)	(225,979)
		<u>(14,103,420)</u>	<u>(14,333,345)</u>	<u>(13,419,460)</u>
Net result excluding rates		(3,331,988)	(6,387,610)	(6,345,747)
Adjustments for cash budget requirements:				
Non-cash expenditure and revenue				
(Profit)/Loss on asset disposals	20	78,940	(18,129)	153,698
Movement in deferred pensioner rates (non-current)		(22,514)	0	(9,751)
Movement in employee benefit provisions (non-current)		7,866	0	32,129
Depreciation on assets	2(a)	3,861,870	3,936,308	3,621,478
Movement in Inventories (non-current)		0	0	10,041
Capital Expenditure and Revenue				
Purchase of land and buildings	6(b)	(896,549)	(1,006,709)	(1,112,803)
Purchase furniture and equipment	6(b)	(156,539)	(145,200)	(77,155)
Purchase plant and equipment	6(b)	(822,528)	(976,303)	(1,334,586)
Purchase roads, footpaths and drainage	7(b)	(3,135,992)	(2,795,951)	(2,927,702)
Purchase parks & ovals	7(b)	(384,485)	(1,356,500)	(126,757)
Repayment of advances to community groups		10,959	0	10,303
Proceeds from disposal of fixed assets	20	303,835	362,573	235,009
Repayment of debentures	21(a)	(579,554)	(246,619)	(329,841)
Proceeds from new debentures	21(a)	369,587	0	0
Proceeds from self supporting loans		43,861	54,818	41,150
Transfer from Restricted Cash		0	539,237	0
Transfers to reserves (restricted assets)	11	(202,060)	(236,130)	(184,404)
Transfers from reserves (restricted assets)	11	69,359	290,400	884,474
ADD Surplus/(deficit) July 1 b/fwd	22(b)	1,337,680	1,105,699	2,411,491
LESS Surplus/(deficit) June 30 c/fwd	22(b)	3,419,426	0	1,337,680
Total amount raised from general rate	22(a)	<u>(6,867,678)</u>	<u>(6,880,116)</u>	<u>(6,386,653)</u>

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





Notes





