SHIRE OF GINGIN

HISTORY | BEAUTY | PROSPERITY



# MINUTES

## Ordinary Council Meeting

**15 September 2026**

# CONFIRMATION OF MINUTES

These Minutes have been CONFIRMED by Council as the official record for the Shire of Gingin's Ordinary Council Meeting held on 15 September 2026.

Councillor L Balcombe
PRESIDING MEMBER

**Date of Confirmation:** 20 October 2026

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Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

# ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gingin acknowledges the Yued people, the traditional owners of Yued Boodja. The Shire pays respect to Yued Elders past and present, and acknowledges emerging Yued leaders. We extend this respect to all Aboriginal people. The Shire recognises the living, dynamic culture of the Yued people and the unique contribution they make to the Gingin region on Yued Boodja.

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# ORDER OF BUSINESS

## 1 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 3:00 pm and welcomed all in attendance.

## 2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### 2.1 ATTENDANCE

Councillors – L Balcombe (President/Presiding Member), F Peczka (Deputy President), C Hyne, R Kestel, A Vis (electronic attendance) and N Woods.

Staff – J Bayliss (Temporary Chief Executive Officer), L Parola (Acting Executive Manager Corporate and Community Services), M Close (Temporary Executive Manager Regulatory and Development Services), R March (Executive Manager Operations and Assets), B Dorloff (Executive Assistant to Executive Manager Operations and Assets) and Y Moorby (Governance Support Officer/Minute Officer).

Gallery – There were 17 members of the public present in the Gallery.

Observer – Dr S Silcox (Monitor).

### 2.2 APOLOGIES

Councillors – L Stewart, J Weeks and D Wilkie.

### 2.3 LEAVE OF ABSENCE

Nil

## 3 DISCLOSURES OF INTEREST

Nil

## 4 PUBLIC QUESTION TIME

*The Presiding Member declared the Public Question Time open at 3:02 pm.*

### 4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

#### 4.2.3 Ed Hartman - Neergabby

***37A Lefroy Street – Gingin***

*Q3. Will the rate payers ever see their money recovered from this incident?*

Response by the Presiding Member

No. The water charges are unable to be recovered from the Water Corporation.

#### 4.2.6 Annette Howard – Mindarra

***Road Signage***

*Q2. We request the Shire of Gingin to install "Echidna" signs 200 metres either side of this gazetted habitat on Wannamal West Rd for echidnas.*

Response by the Presiding Member

This is an operational request and, where possible, requests of this nature should be submitted directly to the Shire via mail@gingin.wa.gov.au so they can be appropriately recorded and referred to the relevant officer for consideration.

This will be added to our work schedule and installed once the signs arrive.

#### 4.2.7 Megan Kolbe – Gabbadah

***Conflicts of Interest***

*Q3. Did Councillor Kestel knowingly omit two important conflicts of interest on his 2025-26 annual return?*

Response by the Presiding Member

Any concerns regarding an elected member's annual return should be referred to the appropriate oversight body for consideration.

### 4.2.8 Kathleen Wright – Wanerie

*Item 12.2 Draft Strategic Community Plan 2026-2036*

*Q2. Will Council commit to publishing an implementation plan for the strategic community plan that identifies for each priority the reasonable party delivery time frame estimated costs and funding source measurable indicators of success and whether the Shire will deliver the outcome directly or advocate for another level of government or service provider to deliver it?*

Response by the Temporary CEO

The Strategic Community Plan will be supported by the Shire's Corporate Business Planning and annual budget processes, which will identify priorities, actions, timeframes and resourcing as appropriate.

## 4.2 PUBLIC QUESTIONS

### 4.2.1 Martin Aldridge – Lennard Brook

*Services Provided by Bluesalt Consulting*

*Q1. I refer to the minutes of the July Ordinary Council Meeting (Item 13.4) and a payment of $9372 to Bluesalt Consulting for 'Gingin Medical Centre Costs' and I ask, what services were provided to the Shire of Gingin with respect to the Gingin Medical Centre from the supplier?*

Response by the Presiding Member

Bluesalt Consulting undertook a body of work for the Shire unrelated to the Gingin Medical Centre. The reference to 'Gingin Medical Centre Costs' was a typographical error.

*Public Meeting Notifications*

*Q2. I refer to the minutes of the August Ordinary Council Meeting and note that the meeting commenced on 18 August and continued on 19 August, 25 August and 26 August and I ask how did the Shire of Gingin comply with regulation 12 of the Local Government (Administration) Regulations 1996 that requires that any change to meeting details to be published to the official website as soon as practicable?*

Response by the Presiding Member

The Regulations do not appear to have been drafted with a circumstance such as the August Ordinary Council Meeting in mind, where a single meeting was adjourned and reconvened over four separate days within an eight-day period.

The Shire sought to provide information regarding the reconvened sessions as soon as reasonably practicable in the circumstances. Notwithstanding the adjournments and reconvened sessions, it remained the same Ordinary Council Meeting.

Importantly, regulation 12 does not prescribe a specific process for repeated adjournments of a single meeting, nor does it appear to contemplate the circumstances that arose in this instance. The regulation should therefore be considered in a reasonable and practical manner, having regard to the circumstances of the meeting.

*Consideration of Livestreaming Council Meetings*

*Q3a. I refer to the Shire's non-compliance with regulation 14I(1) of the Local Government (Administration) Regulations 1996 which requires a recording of a Council meeting to be published within 14 days of the meeting day, and I ask will the Shire follow the initiative of other Councils, such as the Shire of Chittering and livestream their meetings whilst also publishing the recording at the same time which could be of particular benefit to a Shire such as Gingin with significant distances to travel making attending Council meetings not possible for all community members.*

Response by the Presiding Member

The first part of the question is a statement of alleged non-compliance, rather than a question. The Shire does not accept that assertion, which is not consistent with the Shire's position or the advice provided by the Department of Local Government, Industry Regulation and Safety (DLGIRS). The August Ordinary Council Meeting was one meeting that was adjourned and reconvened over four separate days, and it would not be a practical application of the Regulations to require the Shire to publish piecemeal Minutes while the meeting remained ongoing. The Shire's position, supported by DLGIRS, is that the 14-day period commenced upon the conclusion of the meeting on 26 August, and the Minutes were published within that timeframe.

Administration is currently reviewing livestreaming options, including the potential benefits to the community given the geographic size of the Shire and the distances involved in attending Council meetings. Administration is not, however, in a position to make any commitment at this stage.

*Q3b. Could clarification be provided in due course, as my question was not about the minutes, but the livestreaming, the recording and the publishing of the recording of the Council meeting.*

Response by the Presiding Member

Thank you.

### 4.2.2 Kerry Butler - Gingin

*Fernview Environmental Waste Facility – South Wannamal Road*

*Q1. With regards to concerns including alleged non-compliance with applicable rules and regulations, environmental impacts affecting the Wannamal Community and my understanding that the company will introduce the use of heavy vehicles to bring in huge quantities of mine belting and rock, that I believe is to try to stop toxic runoff. Has Council been notified regarding the application for a new licence?*

Response by the Presiding Member

No.

### 4.2.3 Geoffrey Owen – Ledge Point

*Memorial Chair – Memorial Policy*

*Q1a. I have been advised that a Consultant is writing a Memorial Policy. I was originally told it would take three to six months to complete, it has now been nine months, could you tell me where we are with the process, as this is a lot of time and a lot of money to the rate payers.*

Response by the Temporary CEO

Over the last six months there has been an internal conversation around the best way to approach memorial plaques. At an executive level it has been decided to look at a pathway around a Tree of Life. Criteria will need to be met to have a plaque on the tree. With regards to the consultant preparing the policy, they have been engaged to rework a body of policies.

*Q1b. Are there memorials within the Shire?*

Response by the Temporary CEO

Yes, scattered within the Shire.

*Q1c. Why does it have to be a tree of life? There are many elderly aged people that can't carry their chairs to the beach. The Shire has built the huts, why doesn't the Shire put something there that supports people sitting and enjoying the serenity of Ledge Point?*

Response by the Presiding Member

This will be discussed further, and we will come back with something.

### 4.2.4 Ed Hartman - Neergabby

*37A Lefroy Street*

*Q1. If the investigation is complicated and ongoing how is it possible to state to my Q3, from the August Ordinary Council Meeting, that no money is recoverable. How can such a decision be made before all the facts are in?*

Response by the Temporary CEO

There has been a number of weeks since the question was asked, the investigation has now been finalised. The question has been answered, and the water charges are unable to be recovered.

*Q2. If it has been determined that the monies are not recoverable from the water corporation what other parties/options are available to the Shire?*

Response by the Temporary CEO

There are no other options to recover the money.

*Q3. You have stated that the investigation has been completed, will the public see a report on the investigation?*

Response by the Temporary CEO

As a courtesy, Council will be briefed on the investigation, however, it will not be released publicly.

### 4.2.5 Megan Kolbe – Gabbadah

*JDAP Meeting*

*Q1. Why was the JDAP meeting for the Red Gully Battery Energy Storage System attended by Cr Balcombe, Cr Hyne and Temporary CEO, Mr Bayliss, not reported back to Councillors or presented at an Ordinary Council meeting as a Councillor or CEO report?*

Response by the Presiding Member

This was reported in the Presiding Member's report. Only the Presiding Member of the JDAP can speak in relation to a JDAP result. We are representatives of the Shire of Gingin not JDAP and therefore cannot discuss the JDAP result.

*Councillor Attendance*

*Q2a. The Ordinary Council meeting on 18 August 2026 was extended on the 19, 25 and 26 August, what statutory legislation was relied upon to allow Cr Vis, who was already on Council approved leave, able to attend electronically for the 25 August?*

Response by the Presiding Member

Cr Vis had approved leave because she had an appointment on the first day of the Council meeting.

*Q2.b Cr Vis wasn't on a three-month leave of absence?*

Response by the Presiding Member

Nowhere was it mentioned that she requested three-month leave of absence. She asked for leave of absence for each Council meeting date, because she had appointments.

### 4.2.6 Wayne Gilbertson - Ledge Point

*Community CHRMAP Guidelines*

*Q1. I had a conversation with a CHRMAP leader who suggested guidelines were being created as to what the community could and couldn't do without having to seek approval from the Shire.*

Response by the Temporary CEO

I am happy to take the conversation offline and get a little more context around conversations previously had.

### 4.2.7 Alf Ricci – Karakin

*Ledge Point Sporting Facilities*

*Q1. Back in 2020, there was a coastal sporting facility. Meetings went on until 2023. Is this going to re-occur and carry on or is it different?*

Response by the Presiding Member

Taken on notice.

*The Presiding Member declared the Public Question Time closed at 3:24 pm.*

## 5 PUBLIC STATEMENT TIME

Unlike Public Question Time, Public Statement Time is not a requirement under the *Local Government Act 1995* and is not listed in the Order of Business as set out in the Shire of Gingin Meeting Procedures Local Law 2014.

Public Statement Time was introduced at the Ordinary Council Meeting (OCM) on 20 February 2024 on a trial basis to provide an additional opportunity for the public to address Council. At its OCM on 15 October 2024 Council resolved that statements made during Public Question Time must relate to matters listed on the agenda for the meeting, and that practice has continued. No final decision has been made as to whether Public Statement Time will become a permanent part of Council's meeting procedures.

As part of ongoing local government reform measures, the State has previously flagged that model meeting procedures will be drafted which every local government in Western Australia will be required to adopt.

There is currently no indication as to what the model procedures will require, and therefore there is no benefit to be gained by undertaking a formal amendment of the Shire's Meeting Procedures Local Law to include Public Statement Time as part of the Order of Business. In the interim, Council will continue to agree to include Public Statement Time at each council meeting.

**OFFICER RECOMMENDATION**

**MOVED: Councillor Kestel SECONDED: Councillor Peczka**

**That Council resolve not to amend the order of business for the meeting to include Public Statement Time.**

**CARRIED UNANIMOUSLY**
**6 / 0**

**FOR:** *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*

**AGAINST:** *Nil*

## 6 PETITIONS

Nil

## 7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 8 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Hyne SECONDED: Councillor Woods

That Council confirm the Minutes of the Ordinary Council Meeting held on 18 August 2026, 25 August 2026 and 26 August 2026 as a true and accurate record.

CARRIED UNANIMOUSLY
6 / 0

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*

AGAINST: *Nil*

## 9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

This month's details will be provided at October's Ordinary Council Meeting.

## 10 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

## 11 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

## 12 REPORTS - OFFICE OF THE CEO

### 12.1 2025 COMPLIANCE AUDIT RETURN

| | |
|---|---|
| File | COR/29 |
| Author | James Bayliss – Temporary Chief Executive Officer |
| Reporting Officer | James Bayliss – Temporary Chief Executive Officer |
| Refer | Nil |
| Appendices | 1. 2025 Compliance Audit Return [**12.1.1** - 26 pages] |

**DISCLOSURES OF INTEREST**

Nil

**PURPOSE**

To receive and consider the Audit, Risk and Improvement Committee's recommendation in relation to the Shire of Gingin's Compliance Audit Return for the period 1 January 2025 to 31 December 2025.

**BACKGROUND**

In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996*, all local governments are required to undertake a compliance audit for the period 1 January to 31 December of each year and prepare a Compliance Audit Return (CAR) in a form approved by the Local Government Inspector.

A copy of the CAR must be given to the local government's Audit, Risk and Improvement Committee (ARIC), which must then review the CAR and report the results of the review to Council.

Council must then:

1. Determine if any matters raised by the ARIC require action to be taken by the local government; and

2. Either adopt the CAR or adopt the CAR subject to amendments proposed by the Council.

Generally the CAR is required to be submitted to the Department of Local Government by 31 March each year. However, oversight responsibility has now been transferred to the Local Government Inspector and in order to accommodate that change the deadline for submission in 2026 has been changed to 30 September.

COMMENT

Instances of Non-Compliance

1. *Local Government Act 1995*
s. 2.29 Declaration

Q. Has every person elected or appointed to a mayor, president, deputy or councillor role made the required declaration in the prescribed form before a prescribed person, prior to acting in the office?

A. No. Declarations were made on 21 October 2025 by newly-elected Councillors, President and Deputy President. However the declaration forms used were not in the current prescribed form as they retained superseded wording referencing the *Local Government (Rules of Conduct) Regulations 2007* rather than the current reference to the adopted Code of Conduct.

Action Taken

Declaration templates have now been updated to reflect the wording prescribed in the *Local Government Act 1995*.

2. *Local Government (Administration) Regulations 1996*
Reg. 19DA Corporate business plans, requirements for (Act s.5.56)

Q. Has the local government reviewed its corporate business plan in accordance with Admin Regulation 19DA(4)?

A. No. The Corporate Business Plan was reviewed for the 2024/25 financial year at the Ordinary Council Meeting (OCM) on 15 October 2024. No review was undertaken for the 2025/26 financial year.

Action Taken

A review of the Corporate Business Plan for the 2026/27 year has been commenced.

Outcome of ARIC Review

The CAR for the period 1 January 2025 to 31 December 2025 was considered by the ARIC at its meetings on 1 September 2026 and 9 September 2026, with the ARIC resolving as follows:

*That the Committee:*

1. *Acknowledge the results of the 2025 compliance audit process, noting the instances of non-compliance and the actions taken in response; and*

2. *Recommend that Council adopt the 2025 Compliance Audit Return for the period 1 January 2025 to 31 December 2025.*

**STATUTORY/LOCAL LAW IMPLICATIONS**

*Local Government (Audit) Regulations 1996*
Reg 14 – Compliance audits
Reg 15 – Signed compliance audit return and other information must be given to Inspector

**RISK IMPLICATIONS**

Neither of the instances of non-compliance are considered to present any significant risk.

**POLICY IMPLICATIONS**

Nil

**BUDGET IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**VOTING REQUIREMENTS - SIMPLE MAJORITY**

**AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION**

**MOVED: Councillor Peczka SECONDED: Councillor Hyne**

**That Council adopt the 2025 Compliance Audit Return for the period 1 January 2025 to 31 December 2025.**

**CARRIED UNANIMOUSLY**
**6 / 0**

**FOR:** *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*
**AGAINST:** *Nil*

Local Government Inspector

GOVERNMENT OF WESTERN AUSTRALIA

# 2025 Compliance Audit Return

**Local Government Authority:** The Shire of Gingin

## *Local Government Act 1995*

**s. 2.29**

Has every person elected or appointed to a mayor, president, deputy, or councillor role made the required declaration in the prescribed form before a prescribed person, prior to acting in the office?

**Response:** No

**Comments:** Declarations were made on 21/10/2025 by councillors, President and Deputy President. However the declaration forms used were not in the current prescribed form as they retained superseded wording referencing the Local Government (Rules of Conduct) Regulations 2007 rather than the current reference to the adopted Code of Conduct. Declaration templates have now been updated.

**s. 3.16**

Has the local government reviewed local laws, which have not been reviewed in the previous 8 years, to ensure compliance with Schedule 9.3, Clause 65?

**Response:** N/A

**Comments:** Last review completed in 2022.

**s.3.57**

Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?

**Response:** Yes

**Comments:** Yes, evidenced by OCM minutes. Apart from procurement undertaken via WALGA preferred supplier panels.

**s. 3.58(3)**

Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?

**Response:** Yes

**Comments:** Two relevant disposals (leases) undertaken (OCM 18/03/2025 and OCM 15/04/2025. Published public notices viewed for both. No public submissions received for either. All other disposals during the period were to community groups and the like and were therefore exempt from the requirements of s. 3.58(3).

**s. 3.58(4)**

Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?

**Response:** Yes

**Comments:** Published public notices viewed for both disposals undertaken during the period.

**s. 3.59(2)(a)**

Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2025?

**Response:** N/A

**Comments:** No major trading undertaking considered or progressed during the period.

**s. 3.59(2)(b)**

Has the local government prepared a business plan for each major land transaction that was not exempt in 2025?

**Response:** N/A

**Comments:** No major land transaction considered or progressed during the period.

**s. 3.59(2)(c)**

Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2025?

**Response:** N/A

**Comments:** No such land transaction took place during the period.

**s. 3.59(4)**

Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?

**Response:** N/A

**Comments:** No such undertakings or transactions took place during the period.

**s. 3.59(5)**

During 2025, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?

**Response:** N/A

**Comments:** No such undertakings or transactions took place during the period.

**s. 5.16 (1)**

Were all delegations to committees resolved by absolute majority?

**Response:** N/A

**Comments:** Council has not delegated any powers to committees.

**s. 5.16 (2)**

Were all delegations to committees in writing?

**Response:** N/A

**Comments:** Council has not delegated any powers to committees.

**s. 5.17**

Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?

**Response:** N/A

**Comments:** Council has not delegated any powers to committees.

**s. 5.18**

Were all delegations to committees recorded in a register of delegations?

**Response:** N/A

**Comments:** Council has not delegated any powers to committees.

**s. 5.36(4) and s. 5.37(3)**

Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?

**Response:** N/A

**Comments:** No CEO advertising undertaken in 2025 and the Shire does not have senior employees.

**s. 5.37(2)**

Did the CEO inform council of each proposal to employ or dismiss senior employee?

**Response:** N/A

**Comments:** The Shire does not have senior employees.

Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?

**Response:** N/A

**Comments:** The Shire does not have senior employees.

**s. 5.39B**

Has the local government adopted and maintained model standards that incorporate the prescribed model standards within required timeframes (including amendments), ensured adoption by absolute majority, published an up-to-date version on its official website, and avoided including any inconsistent additional provisions?

**Response:** Yes

**Comments:** Evidenced by OCM minutes 20/04/2021 and publication on Shire website.

**s. 5.42**

Were all delegations to the CEO resolved by an absolute majority?

**Response:** Yes

**Comments:** Evidenced by OCM minutes 15/04/2025.

Were all delegations to the CEO in writing?

**Response:** Yes

**Comments:** Evidenced by Delegated Authority Register.

**s. 5.43**

Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?

**Response:** Yes

**Comments:** Evidenced by Delegated Authority Register.

**s. 5.44(2)**

Were all employees delegated authority by the CEO under Section 5.44(1), issued with a written instrument of delegation?

**Response:** Yes

**Comments:** Evidenced by Delegated Authority Register and records system.

**s. 5.45(1)(b)**

Were all decisions by the Council to amend or revoke a delegation made by absolute majority?

**Response:** Yes

**Comments:** Evidenced by OCM minutes 15/04/2025.

**s. 5.46**

Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?

**Response:** Yes

**Comments:** Evidenced by Delegated Authority Register.

Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2024/2025 financial year?

**Response:** Yes

**Comments:** Evidenced by OCM minutes 15/04/2025 and evidence of CEO review in records system.

Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?

**Response:** Yes

**Comments:** As far as can be ascertained.

**s. 5.50**

If the local government paid a finishing employee an amount in addition to their entitlement, did the local government follow a policy it had adopted and published on its website outlining the circumstances in relation to payments made to terminated employees?

**Response:** N/A

**Comments:** No such payments made.

If the local government made a payment to a finishing employee that is more than the amount set out in the policy, was local public notice given?

**Response:** N/A

**Comments:** No such payments made.

**s. 5.51A**

Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government?

**Response:** Yes

**Comments:** Evidenced at Shire's website.

Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?

**Response:** Yes

**Comments:** Evidenced at Shire's website.

**s. 5.67**

Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?

**Response:** Yes

**Comments:** Evidenced by Minutes.

**s. 5.68(2)**

Were all decisions regarding participation approval in relation to Section 5.68(2), including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?

**Response:** N/A

**Comments:** Minutes of OCMs and SCMs do not reveal any s.5.68(2) matters.

**s. 5.69(5)**

Were all decisions regarding participation approval in relation to Section 5.69(5), including the extent of participation allowed recorded in the minutes of the relevant council or committee meeting?

**Response:** N/A

**Comments:** Minutes do not reveal any s.5.69(5) matters.

**s. 5.70**

Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?

**Response:** Yes

**Comments:** Evidenced by Minutes.

**s. 5.71B(5) and (7)**

Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?

**Response:** N/A

**Comments:** No such application made.

Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered?

**Response:** N/A

**Comments:** No such application made.

**s. 5.73**

Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?

**Response:** Yes

**Comments:** Evidenced by Minutes.

**s. 5.75**

Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?

**Response:** Yes

**Comments:** Evidence of submission dates in records system.

**s. 5.76**

Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2025?

**Response:** Yes

**Comments:** Evidence of submission dates in records system.

**s. 5.77**

On receipt of a primary or annual return, did the CEO, or the Mayor/President, as the case may be, give written acknowledgment of having received the return?

**Response:** Yes

**Comments:** Evidence in records system.

**s. 5.88**

Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?

**Response:** Yes

**Comments:** Hard copy register viewed.

Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?

**Response:** Yes

**Comments:** Hard copy register viewed.

After a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?

**Response:** Yes

**Comments:** Hard copy register viewed.

Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?

**Response:** Yes

**Comments:** Hard copy register viewed.

**s. 5.89A**

Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?

**Response:** Yes

**Comments:** Evidenced by register on Shire website.

Did the CEO publish an up-to-date version of the gift register on the local government's website?

**Response:** Yes

**Comments:** Evidenced by register on Shire website.

**s. 5.90A**

Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?

**Response:** Yes

**Comments:** Evidenced by register on Shire website.

**s. 5.94**

Does the local government have information available for members of the public to inspect, free of charge as prescribed under section 5.94 and Admin Reg 29, except where restricted under this section?

**Response:** Yes

**s. 5.96**

Where a person is entitled to inspect information under this Division, can the local government confirm that copies are available and that the price at which it sells copies does not exceed the cost of providing them, (unless prescribed otherwise)?

**Response:** N/A

**Comments:** No such requests were received during the reporting period.

**s. 5.96A**

Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?

**Response:** Yes

**Comments:** Evidenced by Shire website.

**s. 5.104**

Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?

**Response:** Yes

**Comments:** Evidenced by OCM minutes 20/04/2021 and 19/11/2024, and publication on Shire website.

Did the local government adopt additional requirements in addition to the model code of conduct?

**Response:** Yes

**Comments:** Dress standards at meetings and when representing the SOGG, administrative enquiries, disclosure of interests at Council strategic/information sessions, communicating decisions of Council, quasi-judicial role and principles, medication with potential side effects, social media, appointments to external committees, dealing with Council property.

Does it comply with section 5.104(3) and (4) of the Local Government Act 1995?

**Response:** Yes

Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government’s website?

**Response:** Yes

**Comments:** Evidenced at SOGG website.

**s. 5.128**

Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?

**Response:** Yes

**Comments:** Evidenced at SOGG website.

**s. 7.12A(3), (4) and (5)**

Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?

**Response:** N/A

**Comments:** No matters were raised in the independent auditor's report.

Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?

**Response:** N/A

**Comments:** No matters were raised in the independent auditor's report.

Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?

**Response:** N/A

**Comments:** No matters were raised in the auditor's report.

## *Local Government (Administration) Regulations 1996*

**r. 18F**

Were the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995?

**Response:** N/A

**Comments:** CEO position was not advertised during the reporting period.

**r. 19AB**

Does the code of conduct contain the requirement that a local government employee (not including the CEO) must not accept a prohibited gift from an associated person?

**Response:** Yes

**Comments:** Code of Conduct for Employees cl. 3.15(d).

**r. 19AC**

Does the local government's code of conduct include requirements for the recording, storing, disclosure, and use of information relating to gifts accepted by local government employees (excluding the CEO) from associated persons, in accordance with regulatory requirements?

**Response:** Yes

**Comments:** Code of Conduct for Employees cl. 3.15 (g),(h), (i) and (j).

**r. 19AE**

Does the local government's code of conduct include requirements addressing employee behaviour in the performance of duties, interactions with others, use and disclosure of information, use of local government resources and finances, the keeping of records, and the reporting and management of suspected breaches and misconduct, in accordance with regulatory requirements?

**Response:** Yes

**Comments:** Code of Conduct for Employees cl. 3.4, 3.9, 3.10, 3.11, 3.12, 3.18, 3.22, 3.23, 3.24, 3.25, 3.26.

**r. 19B**

Did the local government include in its annual report all information required under section 5.53(2)(g) and (i) and regulation 3A(2), including number of employee's in salary bands over $130,000, remuneration and allowances paid, ordered payments, CEO remuneration, council member meeting attendance, available demographic information about council members, and details of any modifications to the strategic community plan or significant modifications to the corporate business plan?

**Response:** Yes

**Comments:** 2024/25 Annual Report viewed.

**r. 19C**

Has the local government adopted by absolute majority a strategic community plan?

**Response:** Yes

Adoption date or the date of the most recent review: 18/06/2024

**r. 19DA**

Has the local government reviewed its corporate business plan in accordance with Admin Regulation 19DA(4)?

**Response:** No

**Comments:** The Corporate Business Plan was reviewed for the 2024/25 year at the OCM on 15/10/2024. No review was undertaken for the 2025/26 financial year.

Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?

**Response:** Yes

**Comments:** Document viewed on SOGG website.

**r. 22**

No response required. This is covered by s5.75.

**r. 23**

No response required. This is covered by s5.76.

**r. 28**

No response required. This is covered by s5.88(1).

**r. 28A**

No response required. This is covered by s5.89A(1).

**r. 29**

No response required. This is covered by s5.94.

**r. 29C**

Does the local government publish all prescribed information on its official website— including up-to-date policies, required details of council member and employee returns, council member fees and allowances, and relevant public notices—within the specified timeframes and in accordance with legislative requirements?

**Response:** Yes

**Comments:** Examples viewed on SOGG website.

**r. 35**

Has every local government council member completed and passed the Council Member Essentials course, consisting of the five required modules and delivered by an approved provider, within 12 months of being elected?

**Response:** Yes

**Comments:** Yes - 3 council members required to undertake training following 2025 elections. 2 have completed all modules, at the time of the CAR 1 council member had completed 4 modules, with the final module under way. Evidenced in published SOGG Councillor Training Report 2025/26.

**r. 36**

Does the local government appropriately identify and document council members who are exempt from the training requirements under section 5.126(1), including verifying that the member:

- has completed an approved course within the specified 5-year period prior to election, or
- completed the LGASS00002 Elected Member Skill Set before 1 July 2019 within the relevant timeframe, or
- qualifies for the transitional exemption applicable to council members in office at the commencement of the 2019 regulatory amendments?

**Response:** Yes

**Comments:** 1 council member elected in 2025 was exempt from mandatory training requirements as Council Member Essentials was last completed following election in 2021. Evidenced in published SOGG Councillor Training Report 2025/26.

## *Local Government (Audit) Regulations 1996*

**r. 10**

Was the auditor's report for the financial year ending 30 June 2025 received by the local government within 30 days of completion of the audit?

**Response:** Yes

**Comments:** The audit exit meeting was conducted on 18/11/2025 and the report was issued on 20/11/2025.

**r. 17**

Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2025?

**Response:** Yes

Date of council's resolution to accept the report: 18/03/2025

## *Local Government (Constitution) Regulations 1998*

**r. 11FA**

Did the CEO provide the Minister a report as to the result of the election within 14 days of the declaration and in the form of Form 20 of the Local Government (Elections) Regulations 1997, modified as necessary?

**Response:** N/A

**Comments:** 2025 elections were conducted as a postal election by the WAEC, and Form 20 was submitted by the WA Electoral Commissioner.

**r. 13**

Were all required oaths, affirmations and declarations under section 2.42 (in relation to Commissioners) made in the correct form (Form 8), before the appropriate authorised person?

**Response:** N/A

## *Local Government (Elections) Regulations 1997*

**r. 30G**

Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?

**Response:** Yes

**Comments:** Electoral Gift Register viewed on SOGG website. No gift disclosures made for 2025 elections.

Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?

**Response:** N/A

**Comments:** No gifts in these categories have been disclosed.

Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?

**Response:** Yes

**Comments:** Evidenced by SOGG website.

## *Local Government (Financial Management) Regulations 1996*

**r. 5**

Has the CEO ensured efficient systems and procedures are established under provisions set out in Financial Management Regulations 5(1)(a) to (g)?

**Response:** Yes

**r. 6**

Has the local government ensured that any employee delegated responsibility for day-to-day accounting or financial management operations is not also delegated the responsibility for conducting internal audits, reviewing their own duties, or for managing, directing or supervising someone who carries out these functions?

**Response:** Yes

**r. 7**

Did the local government ensure it has regard to the needs of the inhabitants of the district as a whole and not keep separate ward accounts or determine expenditure on the basis of revenue from a ward?

**Response:** Yes

**r. 8**

Does the local government maintain separate accounts with a bank or other financial institution for money to be held in the municipal fund, trust fund and for reserve account purposes?

**Response:** Yes

**r. 9**

Did the local government keep separate financial records for each trading undertaking and each major land transaction?

**Response:** N/A

**Comments:** No major trading undertakings or major land transactions occurred during the reporting period.

**r. 11**

Has the local government developed procedures for the authorisation of, and the payment of, accounts in accordance with Local Government (Financial Management) Regulations 11(1), (2) and (3)?

**Response:** Yes

**r. 12**

Were payments made from the municipal fund or trust fund made by the CEO under a delegated authority or authorised, in accordance with regulation 13(2), in advance by a council resolution?

**Response:** Yes

**Comments:** Appropriate delegations viewed in Delegated Authority Register. No payments requiring advance authorisation by Council occurred during the period.

**r. 13**

Can the local government confirm that, where the CEO has been delegated authority to make payments from the municipal or trust fund, the CEO prepared accurate monthly lists that are presented at the next ordinary council meeting and recorded in the minutes?

- includes the payee's name, payment amount, payment date, and sufficient information to identify each transaction where payments have already been made; or
- includes the payee's name, payment amount, sufficient information to identify each transaction, and the date of the council meeting (to which the list will be presented) for accounts requiring council approval.

**Response:** Yes

**Comments:** No payments required Council approval.

**r. 13A**

Did the local government prepare a list each month of all payments made using employee-authorised credit, debit or other purchasing cards, and include the payee's name, the amount of the payment, the date of the payment, sufficient information to identify the payment, and present the list at the next ordinary council meeting (and record in the minutes)?

**Response:** Yes

**r. 19**

Has the local government established and documented internal control procedures to enable identification of the nature and location of all investments and any related transactions?

**Response:** Yes

**Comments:** Internal controls established and followed. Not separately documented in 2025.

**r. 19C**

Has the local government ensured that all investments made under section 6.14(1) comply with statutory restrictions set out in Financial Management Reg. 19C?

**Response:** Yes

## *Local Government (Functions and General) Regulations 1996*

**r. 7**

No response required. This is covered by s3.59(2).

**r. 9**

No response required. This is covered by s3.59(2).

**r. 10**

No response required. This is covered by s3.59(2).

**r. 11A**

Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, $250,000 or less or worth $250,000 or less?

**Response:** Yes

**r. 11**

No response required. This is covered by s3.57.

**r. 12**

Did the local government consider the implications of Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?

**Response:** N/A

**Comments:** No such contracts entered into.

**r. 14(1), (3) and (5)**

If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?

**Response:** Yes

**Comments:** Records of information provided to those seeking copies of tender documents sighted.

**r. 15**

Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?

**Response:** Yes

**Comments:** Evidenced by public notice provided for each tender and Shire's tender register.

**r. 16**

No response required. This is covered by r. 15.

**r. 17**

Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?

**Response:** Yes

**Comments:** Evidenced by Tender Register published on SOGG website.

**r. 18(1) and (4)**

Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?

**Response:** N/A

**Comments:** Circumstances did not occur.

Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?

**Response:** Yes

**Comments:** Evidenced by tender records.

**r. 19**

Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?

**Response:** Yes

**Comments:** Evidenced by tender records.

**r. 21**

Does the local government's advertising and expression of interest processes for limiting who can tender comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?

**Response:** N/A

**Comments:** No such processes undertaken.

**r. 22**

No response required. This is covered by r. 21.

**r. 23**

Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?

**Response:** N/A

Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?

**Response:** N/A

**r. 24**

Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?

**Response:** N/A

**r. 24AD(2), (4) and (6)**

Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions & General) Regulations 1996 regulations 24AD(4) and 24AE?

**Response:** N/A

If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?

**Response:** N/A

**r. 24AE**

No response required. This is covered by r. 24AD(2), (4) and (6).

**r. 24AF**

No response required. This is covered by r. 24AD(2), (4) and (6).

**r. 24AG**

Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?

**Response:** N/A

**r. 24AH(1) and (3)**

Did the local government reject any applications to join a panel of prequalified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?

**Response:** N/A

Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?

**Response:** N/A

**r. 24AI**

Did the CEO send each applicant written notice advising them of the outcome of their application?

**Response:** N/A

**r. 24E**

Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?

**Response:** Yes

**Comments:** Evidenced by policy on SOGG website.

**r. 24F**

No response required. This is covered by r. 24E.

I certify this is a true and accurate copy of the 2025 Compliance Audit Return, as adopted by Council at the meeting of _____ 2026.

_____ _____

CEO Date

_____ _____

Mayor or President Date

## 13 REPORTS - CORPORATE SERVICES

### 13.1 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2026

| | |
|---|---|
| File | FIN/25 |
| Author | Alarna Richards – Coordinator Financial Planning and Reporting |
| Reporting Officer | Leanne Parola - Acting Executive Manager Corporate and Community Services |
| Refer | Nil |
| Appendices | 1. Monthly Financial Report for the Period Ending 31 July 2026 [**13.1.1** - 22 pages] |

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

To present for Council endorsement the Monthly Financial Report for the period ending 31 July 2026.

#### BACKGROUND

The Financial Report is presented to Council in accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

#### COMMENT

The Monthly Financial Report for the period ending 31 July 2026 presents the financial performance of the Shire for the 2026/2027 financial year and compares year-to-date expenditure and revenue against the current budget.

A break-up of the **$2,909,648** variance in the Monthly Financial Report for the period ending 31 July 2026 is summarised across operations, investing and financing below, with a detailed explanation of variations within each area contained within the **appendix.**

| | |
|---|---|
| Under Budget | |
| Opening Funding Surplus/Deficit | $(62,367) |
| Operating Expenditure | $662,635 |
| | |
| Over Budget | |
| Operating Revenue | $2,349,867 |
| Investing Activities – Expenditure | $(24,332) |
| Financing Activities – Expenditure | $(16,155) |

An explanation outlining a summary of the variances across each of the above areas is provided in Note 3, and those specific to capital works are provided within the supplementary information on page 12.

It should be noted that the 2025/2026 closing surplus is unaudited and may change after finalisation of the audit process.

Investments

As required by Council Policy 3.2 Investments, details of Council's investments are provided within the supplementary information on page 10.

Council's attention is also drawn to an amendment in the reporting of financial assets at amortised cost, specifically term deposits. These changes are reflected in the Statement of Financial Activity and Note 2, Net Current Assets Information, to show the transfer of funds from cash accounts to investment accounts.

## STATUTORY/LOCAL LAW IMPLICATIONS

*Local Government Act 1995*
Part 6 – Financial Management
Division 3 – Reporting on activities and finance
Section 6.4 – Financial Report

*Local Government (Financial Management) Regulations 1996*
Part 4 – Financial Reports
Reg 34 – Financial activity statement required each month.

Shire of Gingin Delegation Register – Delegation 1.1.10 Power to Invest and Manage Investments

## RISK IMPLICATIONS

Nil

## POLICY IMPLICATIONS

Policy 3.2 Investments

## BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS – SIMPLE MAJORITY

OFFICER RECOMMENDATION

MOVED: Councillor Kestel SECONDED: Councillor Peczka

That Council endorse the Monthly Financial Report for the period ending 31 July 2026.

CARRIED UNANIMOUSLY
6 / 0

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*

AGAINST: *Nil*

# SHIRE OF GINGIN

## MONTHLY FINANCIAL REPORT

**(Containing the required statement of financial activity and statement of financial position)**

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

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## SHIRE OF GINGIN
## STATEMENT OF FINANCIAL ACTIVITY
## FOR THE PERIOD ENDED 31 JULY 2026

| | Note | Adopted Budget Estimates (a) | YTD Budget Estimates (b) | YTD Actual (c) | Variance* $ (c) - (b) | Variance* % ((c) - (b))/(b) | Var. |
|---|---|---|---|---|---|---|---|
| | | $ | $ | $ | $ | % | |
| **OPERATING ACTIVITIES** | | | | | | | |
| **Revenue from operating activities** | | | | | | | |
| General rates | | 8,791,197 | 0 | **0** | 0 | | |
| Rates excluding general rates | | 3,862,851 | 0 | **6,064** | 6,064 | | ▲ |
| Grants, subsidies and contributions | | 2,744,879 | 86,106 | **1,368,249** | 1,282,143 | 1489.03% | ▲ |
| Fees and charges | | 5,816,326 | 166,946 | **172,406** | 5,460 | 3.27% | |
| Interest revenue | | 701,679 | 1,000 | **21,778** | 20,778 | 2077.80% | ▲ |
| Other revenue | | 452,912 | 30,824 | **1,066,246** | 1,035,422 | 3359.14% | ▲ |
| Profit on asset disposals | | 33,467 | 0 | **0** | 0 | | |
| | | **22,403,311** | **284,876** | **2,634,743** | **2,349,867** | 824.87% | |
| **Expenditure from operating activities** | | | | | | | |
| Employee costs | | (9,040,280) | (753,228) | **(699,912)** | 53,316 | 7.08% | ▲ |
| Materials and contracts | | (11,373,764) | (1,206,492) | **(735,357)** | 471,135 | 39.05% | ▲ |
| Utility charges | | (587,850) | (48,942) | **2,645** | 51,587 | 105.40% | ▲ |
| Depreciation | | (11,813,889) | (984,463) | **(1,321)** | 983,142 | 99.87% | ▲ |
| Finance costs | | (160,744) | (192) | **(7,927)** | (7,735) | (4028.65%) | ▼ |
| Insurance | | (471,292) | (235,619) | **(140,202)** | 95,417 | 40.50% | ▲ |
| Other expenditure | | (864,412) | (14,874) | **(15,959)** | (1,085) | (7.29%) | |
| Loss on asset disposals | | (25,997) | 0 | **0** | 0 | | |
| | | **(34,338,228)** | **(3,243,810)** | **(1,598,033)** | **1,645,777** | 50.74% | |
| Amounts excluded from operating activities | 2(c) | 11,881,355 | 984,463 | **1,321** | (983,142) | (99.87%) | ▼ |
| **Amount attributable to operating activities** | | **(53,562)** | **(1,974,471)** | **1,038,031** | **3,012,502** | 152.57% | |
| **INVESTING ACTIVITIES** | | | | | | | |
| **Inflows from investing activities** | | | | | | | |
| Proceeds from capital grants, subsidies and contributions | | 7,749,172 | 0 | **0** | 0 | | |
| Proceeds from disposal of property, plant and equipment | | 256,000 | 0 | **0** | 0 | | |
| Proceeds from financial assets at amortised cost - self supporting loans | | 4,555 | 0 | **0** | 0 | | |
| | | **8,009,727** | **0** | **0** | **0** | | |
| **Outflows from investing activities** | | | | | | | |
| Right of use assets received - non cash | | (123,324) | 0 | **0** | 0 | | |
| Acquisition of property, plant and equipment | | (2,378,234) | (17,875) | **(39,875)** | (22,000) | (123.07%) | ▼ |
| Acquisition of infrastructure | | (9,865,739) | (25,000) | **(27,333)** | (2,333) | (9.33%) | |
| Payments for financial assets at amortised cost - term deposits | | 0 | 0 | **(12,000,000)** | (12,000,000) | | ▼ |
| | | **(12,367,297)** | **(42,875)** | **(12,067,207)** | **(12,024,332)** | (28045.09%) | |
| Amounts excluded from investing activities | 2(d) | 123,324 | 0 | **12,000,000** | 12,000,000 | | ▲ |
| **Amount attributable to investing activities** | | **(4,234,246)** | **(42,875)** | **(67,207)** | **(24,332)** | (56.75%) | |
| **FINANCING ACTIVITIES** | | | | | | | |
| **Inflows from financing activities** | | | | | | | |
| Proceeds from new leases - non-cash | | 123,324 | 0 | **0** | 0 | | |
| Transfer from reserves | | 1,453,794 | 0 | **0** | 0 | | |
| | | **1,577,118** | **0** | **0** | **0** | | |
| **Outflows from financing activities** | | | | | | | |
| Repayment of borrowings | | (530,585) | (12,009) | **(12,009)** | 0 | 0.00% | |
| Payments for principal portion of lease liabilities | | (34,220) | (1,300) | **(1,300)** | 0 | 0.00% | |
| Transfer to reserves | | (1,535,482) | 0 | **(16,155)** | (16,155) | | |
| | | **(2,100,287)** | **(13,309)** | **(29,464)** | **(16,155)** | (121.38%) | |
| Amounts excluded from financing activities | 2(e) | (123,324) | 0 | **0** | 0 | | |
| **Amount attributable to financing activities** | | **(646,493)** | **(13,309)** | **(29,464)** | **(16,155)** | (121.38%) | |
| **MOVEMENT IN SURPLUS OR DEFICIT** | | | | | | | |
| **Surplus or deficit at the start of the financial year** | 2(a) | 4,934,301 | 4,934,301 | **4,871,934** | (62,367) | (1.26%) | ▼ |
| Amount attributable to operating activities | | (53,562) | (1,974,471) | **1,038,031** | 3,012,502 | 152.57% | ▲ |
| Amount attributable to investing activities | | (4,234,246) | (42,875) | **(67,207)** | (24,332) | (56.75%) | ▼ |
| Amount attributable to financing activities | | (646,493) | (13,309) | **(29,464)** | (16,155) | (121.38%) | ▼ |
| **Surplus or deficit after imposition of general rates** | | **0** | **2,903,646** | **5,813,294** | **2,909,648** | 100.21% | ▲ |

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

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

## SHIRE OF GINGIN
## STATEMENT OF FINANCIAL POSITION
## FOR THE PERIOD ENDED 31 JULY 2026

| | Actual 30 June 2026 | Actual as at 31 July 2026 |
|---|---|---|
| | $ | $ |
| **CURRENT ASSETS** | | |
| Cash and cash equivalents | 23,120,033 | 9,624,379 |
| Trade and other receivables | 1,908,586 | 3,999,400 |
| Other financial assets | 4,555 | 12,004,555 |
| Inventories | 52,095 | 97,230 |
| Other assets | 331,189 | 120,942 |
| **TOTAL CURRENT ASSETS** | 25,416,458 | 25,846,506 |
| | | |
| **NON-CURRENT ASSETS** | | |
| Trade and other receivables | 164,082 | 164,082 |
| Other financial assets | 160,306 | 160,306 |
| Property, plant and equipment | 70,601,934 | 70,641,809 |
| Infrastructure | 214,819,810 | 214,847,143 |
| Right-of-use assets | 18,126 | 16,804 |
| **TOTAL NON-CURRENT ASSETS** | 285,764,258 | 285,830,144 |
| | | |
| **TOTAL ASSETS** | 311,180,716 | 311,676,650 |
| | | |
| **CURRENT LIABILITIES** | | |
| Trade and other payables | 4,956,155 | 4,428,688 |
| Other liabilities | 4,946,507 | 4,946,507 |
| Lease liabilities | 15,928 | 14,628 |
| Borrowings | 530,585 | 518,576 |
| Employee related provisions | 1,076,824 | 1,076,824 |
| Other provisions | 239,332 | 239,332 |
| **TOTAL CURRENT LIABILITIES** | 11,765,331 | 11,224,555 |
| | | |
| **NON-CURRENT LIABILITIES** | | |
| Lease liabilities | 2,696 | 2,696 |
| Borrowings | 1,265,339 | 1,265,339 |
| Employee related provisions | 192,237 | 192,237 |
| Other provisions | 9,406,932 | 9,406,932 |
| **TOTAL NON-CURRENT LIABILITIES** | 10,867,204 | 10,867,204 |
| | | |
| **TOTAL LIABILITIES** | 22,632,535 | 22,091,759 |
| | | |
| **NET ASSETS** | **288,548,181** | **289,584,891** |
| | | |
| **EQUITY** | | |
| Retained surplus | 44,471,876 | 45,492,431 |
| Reserve accounts | 9,321,151 | 9,337,306 |
| Revaluation surplus | 234,755,154 | 234,755,154 |
| **TOTAL EQUITY** | **288,548,181** | **289,584,891** |

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

## SHIRE OF GINGIN
## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
## FOR THE PERIOD ENDED 31 JULY 2026

### 1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

#### BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

***Local Government Act 1995 requirements***
*Section 6.4(2) of the Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied with exception to the following:

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

*Local Government (Financial Management) Regulations 1996,* regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

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

#### PREPARATION TIMING AND REVIEW
Date prepared: All known transactions up to 31 July 2026

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

All monies held in the Trust Fund are excluded from the financial statements.

**Material accounting policies**
Material accounting policies utilised in the preparation of these statements are as described within the 2026-27 Annual Budget. Please refer to the adopted budget document for details of these policies.

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:
- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

SHIRE OF GINGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2026

## 2 NET CURRENT ASSETS INFORMATION

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

| | Note | Adopted Budget Opening 1 July 2026 | Actual as at 30 June 2026 | Actual as at 31 July 2026 |
|---|---|---|---|---|
| **Current assets** | | $ | $ | $ |
| Cash and cash equivalents | | 14,636,669 | 23,120,033 | 9,624,379 |
| Trade and other receivables | | 2,536 | 1,908,586 | 3,999,400 |
| Other financial assets | | 1,794,731 | 4,555 | 12,004,555 |
| Inventories | | 35,527 | 52,095 | 97,230 |
| Other assets | | 101,777 | 331,189 | 120,942 |
| | | 16,571,240 | 25,416,458 | 25,846,506 |
| **Less: current liabilities** | | | | |
| Trade and other payables | | (2,216,623) | (4,956,155) | (4,428,688) |
| Other liabilities | | (3,278,186) | (4,946,507) | (4,946,507) |
| Lease liabilities | | (25,727) | (15,928) | (14,628) |
| Borrowings | | (228,690) | (530,585) | (518,576) |
| Employee related provisions | | (1,102,729) | (1,076,824) | (1,076,824) |
| Other provisions | | (98,105) | (239,332) | (239,332) |
| | | (6,950,060) | (11,765,331) | (11,224,555) |
| Net current assets | | 9,621,180 | 13,651,127 | 14,621,951 |
| Less: Total adjustments to net current assets | 2(b) | (9,621,180) | (8,779,193) | (8,808,657) |
| **Closing funding surplus / (deficit)** | | **0** | **4,871,934** | **5,813,294** |

### (b) Current assets and liabilities excluded from budgeted deficiency

| | | | | |
|---|---|---|---|---|
| **Adjustments to net current assets** | | | | |
| Less: Reserve accounts | | (9,971,166) | (9,321,151) | (9,337,306) |
| Less: Current assets not expected to be received at end of year | | | | |
| - Financial assets at amortised cost - self supporting loans | | (2,536) | (4,555) | (4,555) |
| Add: Current liabilities not expected to be cleared at the end of the year | | | | |
| - Current portion of lease liabilities | | 25,727 | 15,928 | 14,628 |
| - Current portion of borrowings | | 228,690 | 530,585 | 518,576 |
| Add: Current liabilities covered by funds held in reserve account | | | | |
| - Current portion of other provisions | | 98,105 | 0 | 0 |
| **Total adjustments to net current assets** | 2(a) | **(9,621,180)** | **(8,779,193)** | **(8,808,657)** |

### (c) Amounts excluded from operating activities

| | Adopted Budget Estimates 30 June 2027 | YTD Budget Estimates 31 July 2026 | YTD Actual 31 July 2026 |
|---|---|---|---|
| | $ | $ | $ |
| Less: Profit on asset disposals | (33,467) | 0 | 0 |
| Add: Loss on disposal of assets | 25,997 | 0 | 0 |
| Add: Depreciation | 11,813,889 | 984,463 | 1,321 |
| Movement in current liabilities associated funds held in reserve account: | | | |
| - Other provisions | 74,936 | 0 | 0 |
| **Total amounts excluded from operating activities** | **11,881,355** | **984,463** | **1,321** |

### (d) Amounts excluded from investing activities

| | | | |
|---|---|---|---|
| Add: Right of use assets received - non-cash | 123,324 | 0 | 0 |
| Reconciling item - movement between current assets | | | |
| - Financial assets at amortised cost - term deposits | 0 | 0 | 12,000,000 |
| **Total amounts excluded from investing activities** | **123,324** | **0** | **12,000,000** |

### (e) Amounts excluded from financing activities

| | | | |
|---|---|---|---|
| Non-cash proceeds from new leases | (123,324) | 0 | 0 |
| **Total non-cash amounts excluded from financing activities** | **(123,324)** | **0** | **0** |

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

## SHIRE OF GINGIN
## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
## FOR THE PERIOD ENDED 31 JULY 2026

### 3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2026-27 year is $30,000 or 10.00% whichever is the greater.

| Description | Var. $ | Var. % | |
|---|---|---|---|
| | $ | % | |
| **Revenue from operating activities** | | | |
| **Rates excluding general rates**<br>Payment of ex-gratia rates for 2025/26 paid in 2026/27 | **6,064** | **0.00%** | ▲ |
| **Grants, subsidies and contributions**<br>Planning and development contributions received on finalisation of deed and Direct Road Grant timing | **1,282,143** | **1489.03%** | ▲ |
| **Interest revenue**<br>Timing of bank interest | **20,778** | **2077.80%** | ▲ |
| **Other revenue**<br>Developer bonds invoiced but not yet paid | **1,035,422** | **3359.14%** | ▲ |
| **Expenditure from operating activities** | | | |
| **Employee costs**<br>Timing of payroll payments and training and on costs | **53,316** | **7.08%** | ▲ |
| **Materials and contracts**<br>Timing of maintenance work and other non-discretionary spending | **471,135** | **39.05%** | ▲ |
| **Utility charges**<br>Billing cycle timing for utilities | **51,587** | **105.40%** | ▲ |
| **Depreciation**<br>Depreciation not yet raised | **983,142** | **99.87%** | ▲ |
| **Finance costs**<br>Accrued interest on loans | **(7,735)** | **(4028.65%)** | ▼ |
| **Insurance**<br>Reallocation of insurance still to be completed | **95,417** | **40.50%** | ▲ |
| **Amounts excluded from operating activities**<br>Depreciation not yet raised | **(983,142)** | **(99.87%)** | ▼ |
| **Outflows from investing activities** | | | |
| **Acquisition of property, plant and equipment**<br>Timing of plant purchases - see note 5 | **(22,000)** | **(123.07%)** | ▼ |
| **Payments for financial assets at amortised cost - term deposits**<br>Term Deposits over 3 months | **(12,000,000)** | **0.00%** | ▼ |
| **Amounts excluded from investing activities**<br>Term Deposits over 3 months | **12,000,000** | **0.00%** | ▲ |
| **Surplus or deficit at the start of the financial year**<br>End of year processes ongoing | **(62,367)** | **(1.26%)** | ▼ |
| **Surplus or deficit after imposition of general rates** | **2,909,648** | **100.21%** | ▲ |

# SHIRE OF GINGIN

## SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 1 KEY INFORMATION

### Funding Surplus or Deficit Components

**Funding surplus / (deficit)**

| | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. $ (b)-(a) |
|---|---|---|---|---|
| Opening | $4.93 M | $4.93 M | $4.87 M | ($0.06 M) |
| Closing | $0.00 M | $2.90 M | $5.81 M | $2.91 M |

Refer to Statement of Financial Activity

**Cash and cash equivalents**

| | $9.62 M | % of total |
|---|---|---|
| Unrestricted Cash | $8.29 M | 86.1% |
| Restricted Cash | $1.34 M | 13.9% |

Refer to 3 - Cash and Financial Assets

**Payables**

| | $4.43 M | % Outstanding |
|---|---|---|
| Trade Payables | $0.81 M | |
| 0 to 30 Days | | 79.8% |
| Over 30 Days | | 20.3% |
| Over 90 Days | | 0.0% |

Refer to 9 - Payables

**Receivables**

| | $3.18 M | % Collected |
|---|---|---|
| Rates Receivable | $0.82 M | 5.2% |
| Trade Receivable | $3.18 M | % Outstanding |
| Over 30 Days | | 20.4% |
| Over 90 Days | | 10.2% |

Refer to 7 - Receivables

### Key Operating Activities

**Amount attributable to operating activities**

| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. $ (b)-(a) |
|---|---|---|---|
| ($0.05 M) | ($1.97 M) | $1.04 M | $3.01 M |

Refer to Statement of Financial Activity

**Rates Revenue**

| | | |
|---|---|---|
| YTD Actual | $0.00 M | % Variance |
| YTD Budget | $0.00 M | 0.0% |

**Grants and Contributions**

| | | |
|---|---|---|
| YTD Actual | $1.37 M | % Variance |
| YTD Budget | $0.09 M | 1489.0% |

Refer to 13 - Grants and Contributions

**Fees and Charges**

| | | |
|---|---|---|
| YTD Actual | $0.17 M | % Variance |
| YTD Budget | $0.17 M | 3.3% |

Refer to Statement of Financial Activity

### Key Investing Activities

**Amount attributable to investing activities**

| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. $ (b)-(a) |
|---|---|---|---|
| ($4.23 M) | ($0.04 M) | ($0.07 M) | ($0.02 M) |

Refer to Statement of Financial Activity

**Proceeds on sale**

| | | |
|---|---|---|
| YTD Actual | $0.00 M | % |
| Adopted Budget | $0.26 M | (100.0%) |

Refer to 6 - Disposal of Assets

**Asset Acquisition**

| | | |
|---|---|---|
| YTD Actual | $0.07 M | % Spent |
| Adopted Budget | $12.24 M | (99.5%) |

Refer to 5 - Capital Acquisitions

**Capital Grants**

| | | |
|---|---|---|
| YTD Actual | $0.00 M | % Received |
| Adopted Budget | $7.75 M | (100.0%) |

Refer to 5 - Capital Acquisitions

### Key Financing Activities

**Amount attributable to financing activities**

| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. $ (b)-(a) |
|---|---|---|---|
| ($0.65 M) | ($0.01 M) | ($0.03 M) | ($0.02 M) |

Refer to Statement of Financial Activity

**Borrowings**

| | |
|---|---|
| Principal repayments | ($0.01 M) |
| Interest expense | ($0.01 M) |
| Principal due | $1.78 M |

Refer to 10 - Borrowings

**Reserves**

| | |
|---|---|
| Reserves balance | $9.34 M |
| Net Movement | $0.02 M |

Refer to 4 - Cash Reserves

**Lease Liability**

| | |
|---|---|
| Principal repayments | ($0.00 M) |
| Interest expense | ($0.00 M) |
| Principal due | $0.02 M |

Refer to Note 11 - Lease Liabilites

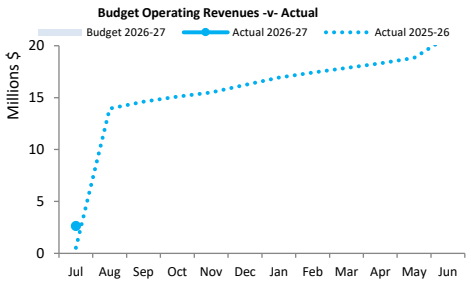
This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

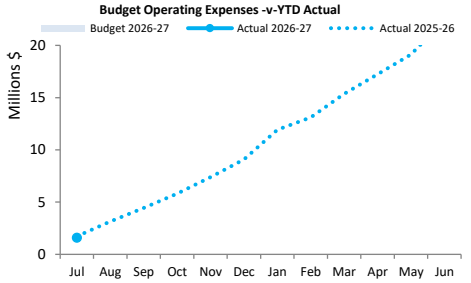
## 2 KEY INFORMATION - GRAPHICAL

### OPERATING ACTIVITIES

#### OPERATING REVENUE

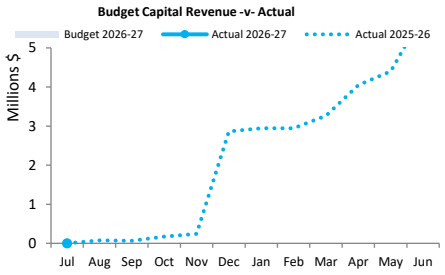



#### OPERATING EXPENSES

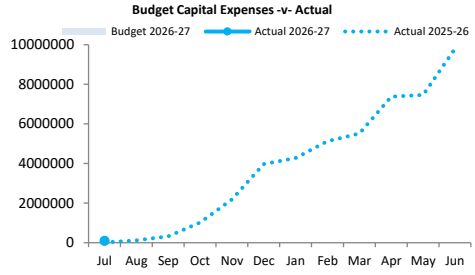



### INVESTING ACTIVITIES

#### CAPITAL REVENUE

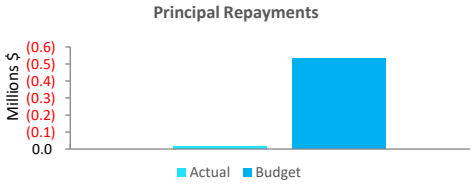


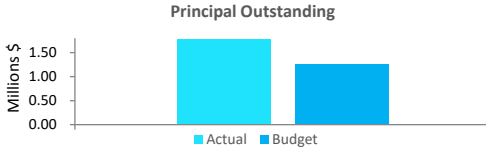

#### CAPITAL EXPENSES

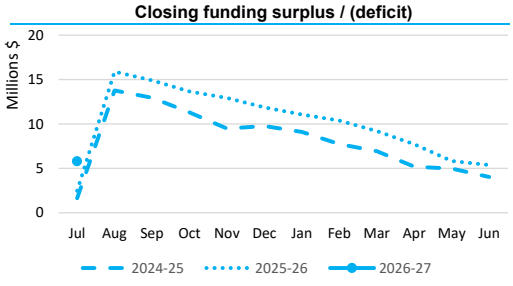



### FINANCING ACTIVITIES

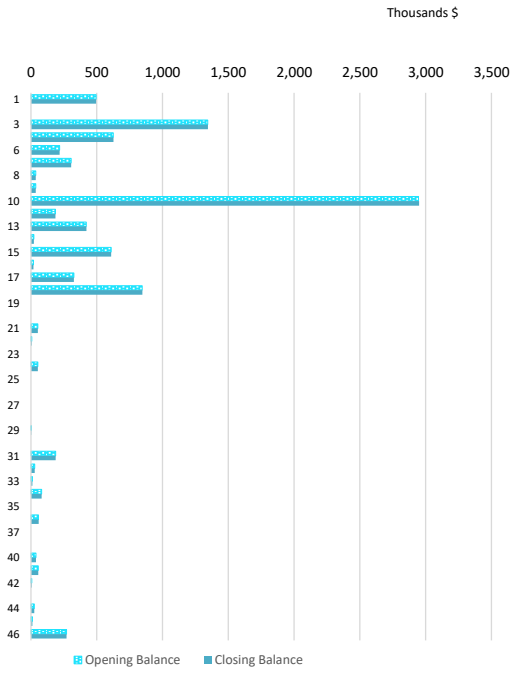
#### BORROWINGS




#### RESERVES




Refer to Note 4 - Reserves

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

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

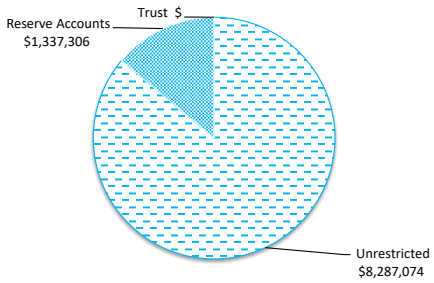
## 3 CASH AND CASH EQUIVALENTS

| Description | Classification | Unrestricted | Reserve Accounts | Total | Trust | Institution | Interest Rate | Maturity Date |
|---|---|---|---|---|---|---|---|---|
| | | $ | $ | $ | $ | | | |
| Municipal Bank Account | Cash and cash equivalents | 4,285,274 | 0 | 4,285,274 | 0 | Bendigo Bank | 0.00% | at call |
| Reserve Bank Account | Cash and cash equivalents | 0 | 1,337,306 | 1,337,306 | 0 | Bendigo Bank | 3.35% | at call |
| Cash on hand | Cash and cash equivalents | 1,800 | 0 | 1,800 | 0 | Petty Cash/Till float | N/A | at call |
| Term Deposit Municipal | Cash and cash equivalents | 3,000,000 | 0 | 3,000,000 | 0 | Bendigo Bank | 4.80% | Oct-26 |
| Term Deposit Municipal | Cash and cash equivalents | 1,000,000 | 0 | 1,000,000 | 0 | Bendigo Bank | 4.00% | Aug-26 |
| **Total** | | **8,287,074** | **1,337,306** | **9,624,379** | **0** | | | |
| **Comprising** | | | | | | | | |
| Cash and cash equivalents | | 8,287,074 | 1,337,306 | 9,624,379 | 0 | | | |
| | | **8,287,074** | **1,337,306** | **9,624,379** | **0** | | | |

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

The local government classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note, other financial assets at amortised cost are provided in Note 8 - Other assets.



SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 4 RESERVE ACCOUNTS

| | Budget | | | | Actual | | | |
|---|---|---|---|---|---|---|---|---|
| Reserve account name | Opening Balance | Transfers In (+) | Transfers Out (-) | Closing Balance | Opening Balance | Transfers In (+) | Transfers Out (-) | Closing Balance |
| | $ | $ | $ | $ | $ | $ | $ | $ |
| **Reserve accounts restricted by legislation** | | | | | | | | |
| Public Open Space | 38,094 | 1,348 | 0 | 39,442 | 38,094 | 66 | 0 | 38,160 |
| **Reserve accounts restricted by Council** | | | | | | | | |
| LSL Annual Sick Leave and Staff Contingency | 494,495 | 17,501 | 0 | 511,996 | 494,495 | 857 | 0 | 495,352 |
| Plant and Equipment Reserve | 1,333,795 | 47,205 | (374,478) | 1,006,522 | 1,343,709 | 2,329 | 0 | 1,346,038 |
| Land and Buildings Reserve | 727,807 | 25,758 | 0 | 753,565 | 626,129 | 1,085 | 0 | 627,214 |
| Guilderton Caravan Park Reserve | 217,813 | 107,709 | 0 | 325,522 | 217,813 | 378 | 0 | 218,191 |
| Shire Recreation Development Reserve | 304,946 | 10,792 | 0 | 315,738 | 304,946 | 529 | 0 | 305,475 |
| Redfield Park Reserve | 36,217 | 1,282 | 0 | 37,499 | 36,217 | 63 | 0 | 36,280 |
| Ocean Farm Recreation Reserve | 35,862 | 1,269 | 0 | 37,131 | 35,862 | 62 | 0 | 35,924 |
| Tip Rationalisation Reserve | 3,437,538 | 521,657 | (860,520) | 3,098,675 | 2,945,345 | 5,105 | 0 | 2,950,450 |
| Lancelin Community Sport and Recreation Reserve | 205,926 | 36,394 | 0 | 242,320 | 186,280 | 323 | 0 | 186,603 |
| Community Infrastructure | 414,963 | 351,499 | 0 | 766,462 | 420,563 | 729 | 0 | 421,292 |
| Staff Housing Reserve | 21,532 | 762 | 0 | 22,294 | 21,532 | 37 | 0 | 21,569 |
| Future Infrastructure Reserve | 609,163 | 21,559 | 0 | 630,722 | 609,163 | 1,056 | 0 | 610,219 |
| Guilderton Country Club Reserve | 18,755 | 9,143 | 0 | 27,898 | 18,755 | 33 | 0 | 18,788 |
| Coastal Management Reserve - Coastal Inundation | 286,841 | 110,152 | (175,250) | 221,743 | 326,341 | 566 | 0 | 326,907 |
| Guilderton Foreshore Reserve | 842,570 | 90,613 | 0 | 933,183 | 845,463 | 1,465 | 0 | 846,928 |
| Seniors Housing Reserve | 56,647 | 31,305 | 0 | 87,952 | 52,905 | 92 | 0 | 52,997 |
| Gingin Railway Station Reserve | 6,614 | 234 | 0 | 6,848 | 6,614 | 11 | 0 | 6,625 |
| Contributions to Roads Reserve - Cullalla Road Intersection | 51,937 | 1,838 | 0 | 53,775 | 51,937 | 90 | 0 | 52,027 |
| Contribution to Roads Reserve - Chitna Road | 3,462 | 123 | 0 | 3,585 | 3,462 | 6 | 0 | 3,468 |
| Contribution to Roads Reserve - Balance of Muni Funds | 179,344 | 6,347 | 0 | 185,691 | 187,410 | 325 | 0 | 187,735 |
| Community Infrastructure Reserve - Lower Coastal Fire Control | 29,086 | 1,029 | 0 | 30,115 | 29,086 | 50 | 0 | 29,136 |
| Community Infrastructure Reserve - Gingin Logo Plates | 11,802 | 718 | 0 | 12,520 | 11,802 | 20 | 0 | 11,822 |
| Community Infrastructure Reserve - Gingin Ambulance | 80,864 | 8,862 | 0 | 89,726 | 80,865 | 140 | 0 | 81,005 |
| Community Infrastructure - Lancelin Ambulance | 58,005 | 20,053 | 0 | 78,058 | 58,005 | 101 | 0 | 58,106 |
| Guilderton Trailer Parking Reserve | 55,013 | 6,987 | 0 | 62,000 | 55,171 | 96 | 0 | 55,267 |
| Gingin Outdoor Activity Space (GOAS) Playground | 6,084 | 215 | 0 | 6,299 | 6,084 | 11 | 0 | 6,095 |
| Community Resilience Reserve | 25,567 | 905 | (25,567) | 905 | 25,567 | 44 | 0 | 25,611 |
| Contribution to Roads Reserve - Aurisch Road Maintenance | 28,267 | 18,979 | (17,979) | 29,267 | 11,067 | 19 | 0 | 11,086 |
| Community Infrastructure - Development Reserve Fund Lot 601 Broc | 270,469 | 58,244 | 0 | 328,713 | 270,469 | 469 | 0 | 270,938 |
| Community Facilities Fund | 0 | 25,000 | 0 | 25,000 | 0 | 0 | 0 | 0 |
| | **9,889,478** | **1,535,482** | **(1,453,794)** | **9,971,166** | **9,321,151** | **16,155** | **0** | **9,337,306** |

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 5 CAPITAL ACQUISITIONS

| Capital acquisitions | Adopted Budget | YTD Budget | YTD Actual | YTD Variance |
|---|---|---|---|---|
| | $ | $ | $ | $ |
| Buildings - non specialised | 39,615 | 0 | 9,090 | 9,090 |
| Buildings - specialised | 538,321 | 17,875 | 23,716 | 5,841 |
| Plant and equipment | 1,581,070 | 0 | 7,069 | 7,069 |
| PPE - Vehicles | 219,228 | 0 | 0 | 0 |
| **Acquisition of property, plant and equipment** | **2,378,234** | **17,875** | **39,875** | **22,000** |
| Infrastructure - roads | 3,238,624 | 0 | 3,333 | 3,333 |
| Infrastructure - Footpaths and cycleways | 300,000 | 0 | 0 | 0 |
| Infrastructure - Parks and ovals | 318,600 | 25,000 | 24,000 | (1,000) |
| Infrastructure - Other | 260,000 | 0 | 0 | 0 |
| Infrastructure - Bridges | 5,057,995 | 0 | 0 | 0 |
| Infrastructure - Landfill assets | 690,520 | 0 | 0 | 0 |
| Infrastructure - Work in progress | 0 | 0 | 0 | 0 |
| **Acquisition of infrastructure** | **9,865,739** | **25,000** | **27,333** | **2,333** |
| **Total capital acquisitions** | **12,243,973** | **42,875** | **67,207** | **24,332** |
| **Capital Acquisitions Funded By:** | | | | |
| Capital grants and contributions | 7,749,172 | 0 | 0 | 0 |
| Lease liabilities | 123,324 | 0 | 0 | 0 |
| Other (disposals & C/Fwd) | 256,000 | 0 | 0 | 0 |
| Reserve accounts | | | | |
| Plant and Equipment Reserve | 374,478 | 0 | 0 | 0 |
| Tip Rationalisation Reserve | 860,520 | 0 | 0 | 0 |
| Coastal Management Reserve - Coastal Inundation | 175,250 | 0 | 0 | 0 |
| Contribution to Roads Reserve - Balance of Muni Funds | 0 | 0 | 0 | 0 |
| Community Infrastructure Reserve - Lower Coastal Fire Contr | 0 | 0 | 0 | 0 |
| Community Infrastructure Reserve - Gingin Logo Plates | 0 | 0 | 0 | 0 |
| Community Infrastructure Reserve - Gingin Ambulance | 0 | 0 | 0 | 0 |
| Community Infrastructure - Lancelin Ambulance | 0 | 0 | 0 | 0 |
| Guilderton Trailer Parking Reserve | 0 | 0 | 0 | 0 |
| Gingin Outdoor Activity Space (GOAS) Playground | 0 | 0 | 0 | 0 |
| Community Resilience Reserve | 25,567 | 0 | 0 | 0 |
| Contribution to Roads Reserve - Aurisch Road Maintenance | 17,979 | 0 | 0 | 0 |
| Community Infrastructure - Development Reserve Fund Lot 6 | 0 | 0 | 0 | 0 |
| Community Facilities Fund | 0 | 0 | 0 | 0 |
| Contribution - operations | 2,661,683 | 42,875 | 67,207 | 24,332 |
| **Capital funding total** | **12,243,973** | **42,875** | **67,207** | **24,332** |

**KEY INFORMATION**

**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

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

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

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

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

**Measurement after recognition**

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

**Reportable Value**

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

**Capital expenditure total**
**Level of completion indicators**

0%
20%
40%
60%
80%
100%
Over 100%

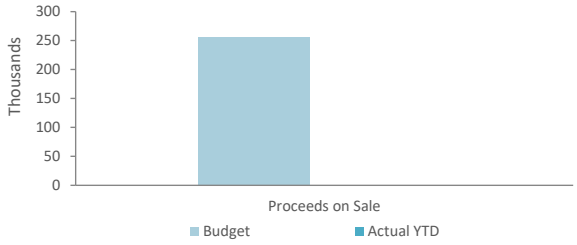
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

| | | Account Description | Adopted Budget | YTD Budget | YTD Actual | Variance (Under)/Over |
|---|---|---|---|---|---|---|
| | | | $ | $ | $ | $ |
| 0.00 | BC11100 | Granville Civic Centre - Building (Capital) | 86,680 | 0 | 0 | 0 |
| 0.00 | BC11160 | Guilderton Hall - Building (Capital) | 25,000 | 0 | 0 | 0 |
| 0.00 | BC11170 | Seabird Hall - Building (Capital) | 7,000 | 0 | 0 | 0 |
| 0.00 | BC11190 | Lancelin Hall - Building (Capital) | 10,000 | 0 | 0 | 0 |
| 0.42 | BC11200 | Gingin Aquatic Centre Building Operations - Building | 13,837 | 0 | 5,840 | (5,840) |
| 0.00 | BC11312 | Gingin Bowling Club - Building (Capital) | 12,000 | 0 | 0 | 0 |
| 0.00 | BC11319 | Gingin Recreation Centre - Building (Capital) | 20,000 | 0 | 0 | 0 |
| 0.00 | BC1154 | Ablution Facility Silver Creek - Building (Capital) | 34,240 | 0 | 0 | 0 |
| 0.00 | BC12200 | Gingin Depot - Building (Capital) | 6,200 | 0 | 0 | 0 |
| 0.73 | BC12290 | Lancelin/Ledge Point Depot - Building (Capital) | 12,415 | 0 | 9,090 | (9,090) |
| 0.00 | BC13243 | Sovereign Hill Entry Statement - Building (Capital) | 40,000 | 0 | 0 | 0 |
| 0.00 | BC13260 | Guilderton Caravan Park - Building (Capital) | 100,000 | 0 | 0 | 0 |
| 0.00 | BC13290 | Lancelin South Caravan Park - Building (Capital) | 0 | 0 | 115 | (115) |
| 0.00 | BC14200 | Gingin Administration Office - Building (Capital) | 100,000 | 0 | 0 | 0 |
| 0.00 | BC5100 | Gingin Colocation Fire Facility - Building (Capital) | 27,021 | 0 | 0 | 0 |
| 0.00 | BC5180 | Ledge Point Fire Shed - Building (Capital) | 10,000 | 0 | 0 | 0 |
| 0.00 | BC9105 | Housing - Building (Capital) | 15,000 | 0 | 0 | 0 |
| 0.00 | BC9400 | Seniors Units - Gingin - Building (Capital) | 6,000 | 0 | 0 | 0 |
| 0.00 | BC9490 | Seniors Units - Lancelin - Building (Capital) | 17,000 | 0 | 0 | 0 |
| 0.50 | BSR0001 | Bus Shelter Replacement Program | 35,543 | 17,875 | 17,876 | (1) |
| 0.00 | P011 | Backhoe GG011 - Plant Capital | 200,000 | 0 | 0 | 0 |
| 0.00 | P017 | Isuzu Utility 4WD Space Cab (tipper) - Guilderton | 74,228 | 0 | 0 | 0 |
| 0.00 | P020 | Isuzu D-Max 4x4 3.0L Turbo Space Cab GG020 - Plant | 66,250 | 0 | 0 | 0 |
| 0.00 | P026 | Loader GG026- Plant Capital | 350,000 | 0 | 0 | 0 |
| 0.00 | P043 | Isuzu Space Cab Utility- GG043 | 75,000 | 0 | 0 | 0 |
| 0.00 | P048 | Crew Cab Truck GG048 - Plant Capital | 208,370 | 0 | 0 | 0 |
| 0.00 | P073 | Isuzu Utility 4WD Space Cab - Ranger 1 GG073 | 70,000 | 0 | 0 | 0 |
| 0.00 | P088 | Replacement of 8 Wheeler Truck GG088 | 280,000 | 0 | 0 | 0 |
| 0.00 | P12552 | Trailer- GG12552 | 12,725 | 0 | 0 | 0 |
| 0.00 | P12553 | Trailer- GG12553 | 12,725 | 0 | 0 | 0 |
| 0.00 | P5 | Isuzu D-Max Terrain 4x4 Utility 5GG - Plant Capital | 60,000 | 0 | 0 | 0 |
| 0.00 | P8 | Utility Isuzu 4WD Dual Cab MSP 8GG - Capital Project | 60,000 | 0 | 0 | 0 |
| 0.00 | PE07700 | Gingin Medical Centre - Plant Capital | 0 | 0 | 7,069 | (7,069) |
| 0.00 | PE11200 | Gingin Aquatic Centre - Plant Capital | 91,000 | 0 | 0 | 0 |
| 0.00 | PE14200 | Administration Office Furniture & Equiptment | 70,000 | 0 | 0 | 0 |
| 0.00 | PNEW10 | Purchase of secondhand loader | 35,000 | 0 | 0 | 0 |
| 0.00 | PNEW11 | Purchase of secondhand loader for refuse site | 35,000 | 0 | 0 | 0 |
| 0.00 | PNEW12 | Purchase of secondhand track loader | 100,000 | 0 | 0 | 0 |
| 0.00 | | | 0 | 0 | -115 | 115 |
| 0.00 | BR661 | Weld St Bridge - Bridge (Capital) | 5,057,995 | 0 | 0 | 0 |
| 0.00 | BS001 | Mooliabeenee Road (BS) | 150,000 | 0 | 0 | 0 |
| 0.00 | DC000 | Drainage Construction | 31,519 | 0 | 0 | 0 |
| 0.00 | DC097 | Brockman Street - Gingin - Drainage Capital | 150,000 | 0 | 0 | 0 |
| 0.00 | DC178 | Edward Street - Gingin - Drainage Capital | 0 | 0 | 2,700 | (2,700) |
| 0.00 | FC098 | Brockman Street - Gingin - Footpath Capital | 300,000 | 0 | 0 | 0 |
| 0.00 | LF10100 | Construction Costs Capital Gingin Landfill | 316,160 | 0 | 0 | 0 |
| 0.00 | LF10170 | Construction Costs Capital Seabird Landfill | 344,360 | 0 | 0 | 0 |
| 0.00 | LF10190 | Construction Costs Capital Lancelin Landfill | 30,000 | 0 | 0 | 0 |
| 0.00 | OC10700 | Gingin Cemetery Fence and Driveway | 100,000 | 0 | 0 | 0 |
| 0.00 | OC12201 | Gingin Rural Industrial Depot - Infrastructure Other | 120,000 | 0 | 0 | 0 |
| 0.00 | PC11261 | Guilderton Foreshore Capital Project | 15,000 | 0 | 0 | 0 |
| 0.00 | PC11312 | Gingin Bowling Club | 15,000 | 0 | 0 | 0 |
| 0.96 | PC11330 | Woodridge Recreation Grounds | 25,000 | 25,000 | 24,000 | 1,000 |
| 0.00 | PC11360 | Guilderton Skate Park/Mini Golf | 8,000 | 0 | 0 | 0 |
| 0.00 | PC1170 | Seabird Douglas Park Infrastructure Parks & Garden | 5,100 | 0 | 0 | 0 |
| 0.00 | PC1191 | Lancelin Wangaree Park (Capital) | 20,000 | 0 | 0 | 0 |
| 0.00 | PC1192 | Lancelin Harold Park - Infrastructure Parks & Garden | 25,000 | 0 | 0 | 0 |
| 0.00 | PC13260 | Guilderton Caravan Park Infrastructure | 100,000 | 0 | 0 | 0 |
| 0.00 | R2R020 | Cheriton Road (R2R) | 270,000 | 0 | 0 | 0 |
| 0.00 | R2R052 | Bennies Road (R2R) | 600,360 | 0 | 0 | 0 |
| 0.00 | RC003 | Cowalla Road (Capital) | 35,000 | 0 | 0 | 0 |
| 0.00 | RC004 | Beermullah Road West (Capital) | 15,219 | 0 | 0 | 0 |
| 0.00 | RC007 | Sappers Road (Capital) | 8,862 | 0 | 0 | 0 |
| 0.03 | RC009 | Guilderton Road - Rural (Capital) | 13,739 | 0 | 403 | (403) |
| 0.01 | RC039 | Cullalla Road (Capital) | 30,000 | 0 | 230 | (230) |
| 0.00 | RC048 | Telephone Road (Capital) | 400,000 | 0 | 0 | 0 |
| 0.00 | RRG003 | Cowalla Road (RRG) | 1,533,925 | 0 | 0 | 0 |
| 0.00 | TD0001 | Gingin Heritage Trail Upgrade | 105,500 | 0 | 0 | 0 |
| 0.00 | 140904900 | SEN HOUSE - Infrastructure Other (Capital) MUN | 40,000 | 0 | 0 | 0 |
| | | **Total** | **12,243,973** | **42,875** | **67,207** | **(24,332)** |

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 6 DISPOSAL OF ASSETS

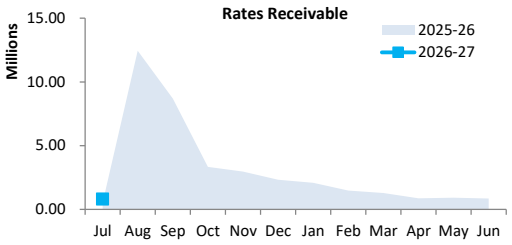
| Asset Ref. | Asset description | Budget Net Book Value | Budget Proceeds | Budget Profit | Budget (Loss) | YTD Actual Net Book Value | YTD Actual Proceeds | YTD Actual Profit | YTD Actual (Loss) |
|---|---|---|---|---|---|---|---|---|---|
| | | $ | $ | $ | $ | $ | $ | $ | $ |
| | **Buildings** | | | | | | | | |
| | Sovereign Hill Entry Statement | 15,155 | 0 | 0 | (15,155) | 0 | 0 | 0 | 0 |
| | **Plant and equipment** | | | | | | | | |
| | GG026 - Case loader | 50,000 | 50,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | GG011 - Backhoe | 40,000 | 50,000 | 10,000 | 0 | 0 | 0 | 0 | 0 |
| | GG088 - 8 wheeler truck | 28,000 | 40,000 | 12,000 | 0 | 0 | 0 | 0 | 0 |
| | **Vehicles** | | | | | | | | |
| | GG048 - Crew cab truck | 25,000 | 30,000 | 5,000 | 0 | 0 | 0 | 0 | 0 |
| | GG017 - Space cab utility | 10,533 | 13,000 | 2,467 | 0 | 0 | 0 | 0 | 0 |
| | GG020 - Space cab utility | 15,000 | 17,000 | 2,000 | 0 | 0 | 0 | 0 | 0 |
| | GG073 - Space cab utility | 17,379 | 12,000 | 0 | (5,379) | 0 | 0 | 0 | 0 |
| | 8GG - Dual cab utility | 13,463 | 12,000 | 0 | (1,463) | 0 | 0 | 0 | 0 |
| | GG043 - Space cab utility | 16,000 | 12,000 | 0 | (4,000) | 0 | 0 | 0 | 0 |
| | 5GG - Dual cab utility | 18,000 | 20,000 | 2,000 | 0 | 0 | 0 | 0 | 0 |
| | | **248,530** | **256,000** | **33,467** | **(25,997)** | **0** | **0** | **0** | **0** |



SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 7 RECEIVABLES

| Rates receivable | 30 Jun 2026 | 31 Jul 2026 |
|---|---|---|
| | $ | $ |
| Opening arrears previous year | 572,666 | 855,422 |
| Levied this year | 12,025,936 | 6,064 |
| Less - collections to date | (11,743,180) | (44,914) |
| **Net rates collectable** | **855,422** | **816,572** |
| % Collected | 93.2% | 5.2% |




| Receivables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|---|---|---|---|---|---|
| | $ | $ | $ | $ | $ | $ |
| Receivables - general | (19,725) | 2,586,652 | 304,976 | 21,384 | 329,193 | 3,222,480 |
| Percentage | (0.6%) | 80.3% | 9.5% | 0.7% | 10.2% | |
| **Balance per trial balance** | | | | | | |
| Trade receivables | | | | | | 3,222,480 |
| GST receivable | | | | | | 320 |
| Allowance for impairment of receivables from contracts with customers | | | | | | (39,972) |
| **Total receivables general outstanding** | | | | | | **3,182,828** |

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

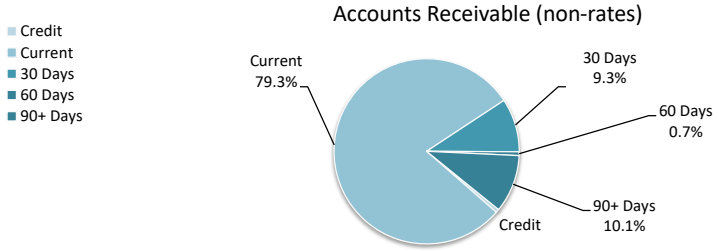
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

**Classification and subsequent measurement**

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

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



## SHIRE OF GINGIN
## SUPPLEMENTARY INFORMATION
## FOR THE PERIOD ENDED 31 JULY 2026

### 8 OTHER CURRENT ASSETS

| Other current assets | Opening Balance 1 July 2026 | Asset Increase | Asset Reduction | Closing Balance 31 July 2026 |
|---|---|---|---|---|
| | $ | $ | $ | $ |
| **Other financial assets at amortised cost** | | | | |
| Financial assets at amortised cost - term deposits | 0 | 12,000,000 | 0 | 12,000,000 |
| Financial assets at amortised cost - self supporting loans | 4,555 | 0 | 0 | 4,555 |
| **Inventory** | | | | |
| Fuel | 38,484 | 45,135 | 0 | 83,618 |
| History Books | 13,612 | 0 | 0 | 13,612 |
| **Other assets** | | | | |
| Prepayments | 234,766 | 0 | (210,247) | 24,519 |
| Contract assets | 96,423 | 0 | 0 | 96,423 |
| **Total other current assets** | **387,840** | **12,045,135** | **(210,247)** | **12,222,727** |

**Amounts shown above include GST (where applicable)**

**KEY INFORMATION**

**Other financial assets at amortised cost**

The Shire classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**Inventory**

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Contract assets**

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

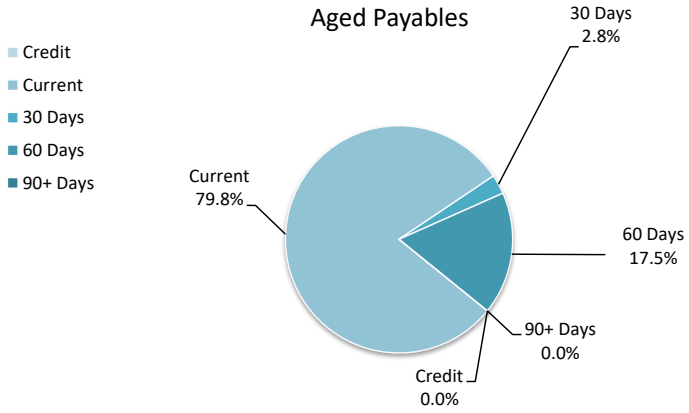
## 9 PAYABLES

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|---|---|---|---|---|---|
| | $ | $ | $ | $ | $ | $ |
| Payables - general | 0 | 647,807 | 22,371 | 142,080 | 0 | 812,258 |
| Percentage | 0.0% | 79.8% | 2.8% | 17.5% | 0.0% | |
| **Balance per trial balance** | | | | | | |
| Sundry creditors | | | | | | 812,258 |
| Bonds & deposits | | | | | | 870,544 |
| Prepaid rates (excess rates) | | | | | | 372,223 |
| Accrued expenses | | | | | | 2,350,969 |
| Accrued interest on loans | | | | | | 22,694 |
| **Total payables general outstanding** | | | | | | **4,428,688** |

**Amounts shown above include GST (where applicable)**

**KEY INFORMATION**

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



SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 10 BORROWINGS

### Repayments - borrowings

| Information on borrowings | | | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|---|---|---|---|---|---|---|---|---|---|---|
| Particulars | Loan No. | 1 July 2026 | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | | $ | $ | $ | $ | $ | $ | $ | $ | $ |
| Tip Rationalisation Site | 111 | 301,838 | 0 | 0 | 0 | (301,839) | 301,838 | -1 | (1,678) | (9,795) |
| Guilderton Community Hall Extension | 114 | 112,830 | 0 | 0 | 0 | (54,437) | 112,830 | 58,393 | (679) | (7,101) |
| Regional Hardcourt Facility | 120 | 105,932 | 0 | 0 | 0 | (33,018) | 105,932 | 72,914 | (599) | (6,534) |
| Lot 44 Weld Street, Gingin | 123 | 51,465 | 0 | 0 | 0 | (24,852) | 51,465 | 26,613 | (303) | (3,157) |
| Regional Hardcourt Facility | 124A | 114,398 | 0 | 0 | 0 | (26,870) | 114,398 | 87,528 | (400) | (4,450) |
| Seabird Sea Wall | 127 | 12,009 | 0 | 0 | (12,009) | (12,009) | 0 | 0 | (151) | (151) |
| Altus Financials Suite | 131 | 110,145 | 0 | 0 | 0 | (10,083) | 110,145 | 100,062 | (181) | (2,086) |
| Gingin Outdoor Activity Space | 132 | 91,657 | 0 | 0 | 0 | (17,812) | 91,657 | 73,845 | (111) | (1,249) |
| Lancelin Cunliffe Street Carpark | 133 | 186,433 | 0 | 0 | 0 | (23,172) | 186,433 | 163,261 | (720) | (8,235) |
| Land for Future Gingin Sporting Precinct | 134 | 701,608 | 0 | 0 | 0 | (24,011) | 701,608 | 677,597 | (3,153) | (37,109) |
| | | 1,788,315 | 0 | 0 | (12,009) | (528,103) | 1,776,306 | 1,260,212 | (7,974) | (79,867) |
| **Self supporting loans** | | | | | | | | | | |
| Ledge Point Country Club Cool Room | | 7,609 | 0 | 0 | 0 | (2,482) | 7,609 | 5,127 | (14) | (151) |
| | | 7,609 | 0 | 0 | 0 | (2,482) | 7,609 | 5,127 | (14) | (151) |
| **Total** | | **1,795,924** | **0** | **0** | **(12,009)** | **(530,585)** | **1,783,915** | **1,265,339** | **(7,988)** | **(80,018)** |
| Current borrowings | | 530,585 | | | | | 518,576 | | | |
| Non-current borrowings | | 1,265,339 | | | | | 1,265,339 | | | |
| | | **1,795,924** | | | | | **1,783,915** | | | |

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

**KEY INFORMATION**
The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 11 LEASE LIABILITIES

### Movement in carrying amounts

| Information on leases | | | New Leases | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Particulars** | **Lease No.** | **1 July 2026** | **Actual** | **Budget** | **Actual** | **Budget** | **Actual** | **Budget** | **Actual** | **Budget** |
| | | $ | $ | $ | $ | $ | $ | $ | $ | $ |
| Lancelin administration office | 1B | 8,077 | 0 | | (660) | (8,077) | 7,417 | 0 | (28) | (182) |
| Photocopier | 2A | 10,548 | 0 | | (640) | (7,851) | 9,908 | 2,696 | (40) | (315) |
| GG09 Vehicle lease | TBC | 0 | 0 | 123,324 | 0 | (18,292) | 0 | 105,032 | 0 | (5,293) |
| **Total** | | **18,625** | **0** | **123,324** | **(1,300)** | **(34,220)** | **17,325** | **107,728** | **(69)** | **(5,790)** |
| Current lease liabilities | | 15,928 | | | | | 14,628 | | | |
| Non-current lease liabilities | | 2,696 | | | | | 2,696 | | | |
| | | **18,624** | | | | | **17,324** | | | |

All lease repayments were financed by general purpose revenue.

**KEY INFORMATION**
At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 12 OTHER CURRENT LIABILITIES

| Other current liabilities | Note | Opening Balance 1 July 2026 | Liability transferred from/(to) non current | Liability Increase | Liability Reduction | Closing Balance 31 July 2026 |
|---|---|---|---|---|---|---|
| | | $ | $ | $ | $ | $ |
| **Other liabilities** | | | | | | |
| Contract liabilities | | 688,602 | 0 | 0 | 0 | 688,602 |
| Capital grant/contributions liabilities | | 4,257,905 | 0 | 0 | 0 | 4,257,905 |
| **Total other liabilities** | | 4,946,507 | 0 | 0 | 0 | 4,946,507 |
| **Employee Related Provisions** | | | | | | |
| Provision for annual leave | | 633,202 | 0 | 0 | 0 | 633,202 |
| Provision for long service leave | | 443,622 | 0 | 0 | 0 | 443,622 |
| **Total Provisions** | | 1,076,824 | 0 | 0 | 0 | 1,076,824 |
| **Other Provisions** | | | | | | |
| Provision for Landfill rehabilitation | | 239,332 | 0 | 0 | 0 | 239,332 |
| **Total Other Provisions** | | 239,332 | 0 | 0 | 0 | 239,332 |
| **Total other current liabilities** | | **6,262,663** | **0** | **0** | **0** | **6,262,663** |

**Amounts shown above include GST (where applicable)**

**A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14**

**KEY INFORMATION**

**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee Related Provisions**

**Short-term employee benefits**

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

**Other long-term employee benefits**

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

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

**Contract liabilities**

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

**Capital grant/contribution liabilities**

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

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

| | Unspent grant, subsidies and contributions liability | | | | | Grants, subsidies and contributions revenue | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Provider | Liability 1 July 2026 | Increase in Liability | Decrease in Liability (As revenue) | Liability 31 Jul 2026 | Current Liability 31 Jul 2026 | Adopted Budget Revenue | YTD Budget | Annual Budget | Expected | YTD Revenue Actual |
| | $ | $ | $ | $ | $ | $ | $ | $ | $ | $ |
| **Grants and subsidies** | | | | | | | | | | |
| Financial Assistance Grants - General | 0 | 0 | 0 | 0 | 0 | 290,073 | 0 | 290,073 | 290,073 | 0.00 |
| Financial Assistance Grants - Roads | 0 | 0 | 0 | 0 | 0 | 247,752 | 0 | 247,752 | 247,752 | 0.00 |
| Seniors Week Grant | 0 | 0 | 0 | 0 | 0 | 3,000 | 0 | 3,000 | 3,000 | 0.00 |
| Australia Day Grant | 0 | 0 | 0 | 0 | 0 | 10,000 | 0 | 10,000 | 10,000 | 0.00 |
| Fire (MAF) Mitigation | 0 | 0 | 0 | 0 | 0 | 222,000 | 0 | 222,000 | 222,000 | 0.00 |
| Emergency Services Levy Operating Grant | 0 | 0 | 0 | 0 | 0 | 262,740 | 65,685 | 262,740 | 262,740 | 63,137 |
| CAP Grant Funding - Northern Beach Alliance | 0 | 0 | 0 | 0 | 0 | 22,500 | 0 | 22,500 | 22,500 | 0.00 |
| Coast WA Grant Program - Lancelin Coastal Erosion | 0 | 0 | 0 | 0 | 0 | 270,750 | 0 | 270,750 | 270,750 | 0.00 |
| Coast WA Grant Program - Emergency Erosion works | 0 | 0 | 0 | 0 | 0 | 187,500 | 0 | 187,500 | 187,500 | 0.00 |
| Coast WA Grant Program - Lancelin Coastal Erosion | 0 | 0 | 0 | 0 | 0 | 458,250 | 0 | 458,250 | 458,250 | 0.00 |
| CHRMAP Funding | 0 | 0 | 0 | 0 | 0 | 10,580 | 0 | 10,580 | 10,580 | 0.00 |
| CMPAP - Coastal Management Strategy Grant | 0 | 0 | 0 | 0 | 0 | 20,000 | 0 | 20,000 | 20,000 | 0.00 |
| Lancelin Offroad Vehicle Area Wheatbelt Development Commission | 69,986 | 0 | 0 | 69,986 | | 0 | 0 | 0 | 0 | 0 |
| Science Week Grant - 2 x library events | 0 | 0 | 0 | 0 | 0 | 3,368 | 0 | 3,368 | 3,368 | 3,368 |
| SLWA Awards Nomination LA | 0 | 0 | 0 | 0 | 0 | 5,000 | 0 | 5,000 | 5,000 | 0 |
| SLWA Encouraging Promising Practice Grant LA | 0 | 0 | 0 | 0 | 0 | 5,000 | 0 | 5,000 | 5,000 | 0 |
| SLWA Technology Grant Lancelin | 0 | 0 | 0 | 0 | 0 | 5,000 | 0 | 5,000 | 5,000 | 0 |
| | **69,986** | **0** | **0** | **69,986** | **0** | **2,023,513** | **65,685** | **2,023,513** | **2,023,513** | **66,505** |
| **Contributions** | | | | | | | | | | |
| Incentives for early payments of rates | 0 | 0 | 0 | 0 | 0 | 14,000 | 7,000 | 14,000 | 14,000 | 14,409 |
| BRMO Grant - DFES | 109,339 | 0 | 0 | 109,339 | 0 | | | | 0 | |
| Gingin Resilience Project - Mindaroo Foundation | 52,364 | 0 | 0 | 52,364 | 0 | 55,000 | 4,583 | 55,000 | 55,000 | 0.00 |
| Fire management reimbursements | 0 | 0 | 0 | 0 | 0 | 27,000 | 0 | 27,000 | 27,000 | 0 |
| CESM reimbursements | 0 | 0 | 0 | 0 | 0 | 100,709 | 0 | 100,709 | 100,709 | 0.00 |
| BRMC contribution | 0 | 0 | 0 | 0 | 0 | 74,863 | 6,238 | 74,863 | 74,863 | 0.00 |
| Contributions to Youth Week | 0 | 0 | 0 | 0 | 0 | 3,000 | 0 | 3,000 | 3,000 | 0.00 |
| Developer Contributions - Country Heights | 0 | 0 | 0 | 0 | 0 | 31,200 | 2,600 | 31,200 | 31,200 | 15,200 |
| Developer Contributions - Lancelin South | 0 | 0 | 0 | 0 | 0 | 25,000 | 0 | 25,000 | 25,000 | 932,234 |
| Contributions for halls based community leases | 0 | 0 | 0 | 0 | 0 | 7,000 | 0 | 7,000 | 7,000 | 0 |
| Contributions for recreational based community leases | 0 | 0 | 0 | 0 | 0 | 7,000 | 0 | 7,000 | 7,000 | 0 |
| | | | | 0 | 0 | | | | 0 | |
| Ausrisch Road Maintenance | 0 | 0 | 0 | 0 | 0 | 17,979 | 0 | 17,979 | 17,979 | 0 |
| Direct Maintenance Grant - State Road Funds to LG | 0 | 0 | 0 | 0 | 0 | 315,929 | 0 | 315,929 | 315,929 | 339,901 |
| Guilderton Caravan Park Deposit Liability | 456,914 | | | 456,914 | 0 | 0 | 0 | 0 | 0 | 0 |
| Market Public Liability Insurance | 0 | 0 | 0 | 0 | 0 | 2,000 | 0 | 2,000 | 2,000 | 0.00 |
| DLGSC CCTV Grants Program | 0 | 0 | 0 | 0 | 0 | 40,686 | 0 | 40,686 | 40,686 | 0.00 |
| | **618,616** | **0** | **0** | **618,616** | **0** | **721,366** | **20,421** | **721,366** | **721,366** | **1,301,744** |
| **TOTALS** | **688,602** | **0** | **0** | **688,602** | **0** | **2,744,879** | **86,106** | **2,744,879** | **2,744,879** | **1,368,249** |

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2026

## 14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| | Capital grant/contribution liabilities | | | | | Capital grants, subsidies and contributions revenue | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Provider | Liability 1 July 2026 | Increase in Liability | Decrease in Liability (As revenue) | Liability 31 Jul 2026 | Current Liability 31 Jul 2026 | Adopted Budget Revenue | YTD Budget | Annual Budget | Expected | YTD Revenue Actual |
| | $ | $ | $ | $ | $ | $ | $ | $ | $ | $ |
| **Capital grants and subsidies** | | | | | | | | | | |
| DFES - Capital Grant - Buildings | 27,021 | 0 | 0 | 27,021 | | 27,021 | 0 | 27,021 | 27,021 | 0.00 |
| Ledge Point Off-road Vehicle Area | 12,927 | 0 | 0 | 12,927 | | 0 | 0 | | 0 | 0 |
| State Government Funding Master Trails Plan | 40,500 | 0 | 0 | 40,500 | | 105,500 | 0 | 105,500 | 105,500 | 0.00 |
| Roads to Recovery | 4,177,457 | 0 | 0 | 4,177,457 | | 981,669 | 0 | 981,669 | 981,669 | 0 |
| Regional Roads Group | 0 | | | 0 | | 1,022,616 | 0 | 1,022,616 | 1,022,616 | 0.00 |
| Roads to Recovery - Special Bridges Funding | 0 | 0 | 0 | 0 | 0 | 5,057,995 | 0 | 5,057,995 | 5,057,995 | 0.00 |
| Roads to Recoery Pathways funding | 0 | 0 | 0 | 0 | 0 | 54,371 | 0 | 54,371 | 54,371 | 0.00 |
| Black Spot Funding | 0 | 0 | 0 | 0 | 0 | 100,000 | 0 | 100,000 | 100,000 | 0.00 |
| Commodity Route Fundign | 0 | 0 | 0 | 0 | 0 | 400,000 | 0 | 400,000 | 400,000 | 0.00 |
| | **4,257,905** | **0** | **0** | **4,257,905** | **0** | **7,749,172** | **0** | **7,749,172** | **7,749,172** | **0** |

## 13.2 LIST OF PAID ACCOUNTS AUGUST 2026

| | |
|---|---|
| File | FIN/25 |
| Author | Hannah Campbell –Finance Officer |
| Reporting Officer | Leanne Parola – Acting Executive Manager Corporate & Community Services |
| Refer | Nil |
| Appendices | 1. Voucher List August 2026 [**13.2.1** - 7 pages] |

### DISCLOSURES OF INTEREST

Nil

### PURPOSE

For Council to note the payments made in August 2026.

### BACKGROUND

Council has delegated authority to the Chief Executive Officer (CEO) to exercise the power to make payments from the Municipal Fund (Delegation 1.1.13 Payments from the Municipal or Trust Funds). The CEO is required to present a list to Council of those payments made since the last list was submitted.

### COMMENT

Accounts totalling $4,900,719.21 were paid during the month of August 2026.

A payment schedule is included as an **appendix** to this report.

The schedule details:

| | |
|---|---|
| • Municipal Fund electronic funds transfers (EFT) | $4,321,160.89 |
| • Municipal Fund cheques | $406.20 |
| • Municipal Fund direct debits | $579,152.12 |
| **TOTAL MUNICIPAL EXPENDITURE** | **$4,900,719.21** |
| **TOTAL EXPENDITURE** | **$4,900,719.21** |

All invoices have been verified, and all payments have been duly authorised in accordance with the Shire's procedures.

### RISK IMPLICATIONS

Nil

## STATUTORY/LOCAL LAW IMPLICATIONS

*Local Government Act 1995*
s.6.4 – Financial Report

*Local Government (Financial Management) Regulations 1996*
Reg. 13 – Payments from municipal fund or trust by CEO
Reg. 13A – Payments by employees via purchasing cards

Shire of Gingin Delegation Register – Delegation 1.1.13 Payments from the Municipal or Trust Funds

## POLICY IMPLICATIONS

Nil

## BUDGET IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocations.

## STRATEGIC IMPLICATIONS

Nil

## VOTING REQUIREMENTS - SIMPLE MAJORITY

**OFFICER RECOMMENDATION**

**MOVED: Councillor Kestel SECONDED: Councillor Woods**

**That Council note all payments made by the Chief Executive Officer under Delegation 1.1.13 for August 2026 totalling $4,900,719.21 as detailed in the appendices to this report, comprising:**

- **Municipal Fund electronic funds transfers (EFT) $4,321,160.89**
- **Municipal Fund cheques $406.20**
- **Municipal Fund direct debits $579,152.12**

**CARRIED UNANIMOUSLY**
**6 / 0**

**FOR:** *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*
**AGAINST:** *Nil*

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT | |
|---|---|---|---|---|---|
| EFT-47766 | 5/08/2026 | Altus Planning Pty Ltd | Planning Services | 4,554.00 | |
| EFT-47767 | 5/08/2026 | Australian Taxation Office (PAYG) | Payroll deduction for PE: 30/07/2026 | 56,778.00 | S |
| EFT-47768 | 5/08/2026 | Belgravia PRO Pty Ltd | Shire Facilities: Licencing Fees | 1,486.93 | |
| EFT-47769 | 5/08/2026 | BOC Pty Ltd | Shire Facilities/Locations: Supply Gas and Oxygen | 114.48 | |
| EFT-47770 | 5/08/2026 | Bond Investments T/A Bond Hire | Shire Facilities: CCTV Towers | 1,364.01 | |
| EFT-47771 | 5/08/2026 | Brightmark Group Pty Ltd | Cleaning Shire Facilities | 91,104.58 | |
| EFT-47772 | 5/08/2026 | Bullsbrook Windscreens and Window Tinting | Shire Asset: Window Tinting | 400.00 | |
| EFT-47773 | 5/08/2026 | CarBon Leasing & Rentals Pty Ltd | Novated Lease | 1,024.60 | S |
| EFT-47774 | 5/08/2026 | CFMEU | Payroll deduction for PE: 30/07/2026 | 60.00 | S |
| EFT-47775 | 5/08/2026 | Child Support Agency | Payroll deduction for PE: 30/07/2026 | 848.47 | S |
| EFT-47776 | 5/08/2026 | Cleanflow Environmental Solutions | Various Locations: Soak Well and Pit Drainage | 5,830.00 | |
| EFT-47777 | 5/08/2026 | Country Values Real Estate - Trust Account | Rent | 2,320.00 | L |
| EFT-47778 | 5/08/2026 | Dibbles Plumbing Service | Various Shire Facilities: Plumbing Repairs | 4,793.80 | L |
| EFT-47779 | 5/08/2026 | Gingin Fuel and Tyres Pty Ltd | Supply/Deliver Diesel | 19,924.00 | L |
| EFT-47780 | 5/08/2026 | Gull Gingin Pty Ltd | Fuel Purchases | 40.27 | L |
| EFT-47781 | 5/08/2026 | IGA Local Grocer Gingin | Supermarket Purchases | 337.35 | L |
| EFT-47782 | 5/08/2026 | IGA Two Rocks | Catering for Community Event | 139.90 | L |
| EFT-47783 | 5/08/2026 | Integrated ICT | Supply Asset and Onboarding | 3,898.13 | |
| EFT-47784 | 5/08/2026 | Lancelin Outdoors | Shire Facility: Wildlife Management | 5,335.00 | L |
| EFT-47785 | 5/08/2026 | Landgate | GRV Interim Valuation | 2,153.42 | |
| EFT-47786 | 5/08/2026 | LGRCEU (WA Division) | Payroll deduction for PE: 30/07/2026 | 72.00 | S |
| EFT-47787 | 5/08/2026 | Midland Trophies | Council Chamber Equipment and Accessories | 349.00 | C |
| EFT-47788 | 5/08/2026 | Moore Men's Shed Inc | NAIDOC Week Art Project | 200.65 | L |
| EFT-47789 | 5/08/2026 | Moore River Roadhouse | Fuel Purchases | 759.46 | L |
| EFT-47790 | 5/08/2026 | Moore River Tree Services | Various Locations: Tree Removal and Pruning | 19,415.00 | L |
| EFT-47791 | 5/08/2026 | NAPA a division of GPC Asia Pacific Pty Ltd | Shire Assets: Replacement and Maintenance Parts | 1,330.62 | |
| EFT-47792 | 5/08/2026 | Neergabby Community Association | Community Grant Funding | 5,000.00 | L |
| EFT-47793 | 5/08/2026 | Officeworks | Stationery | 143.75 | |
| EFT-47794 | 5/08/2026 | Team Global Express Pty Ltd | Freight | 536.67 | |
| EFT-47795 | 5/08/2026 | The Mucky Duck Bush Band | Shire Event Entertainment | 2,300.00 | |
| EFT-47796 | 5/08/2026 | The National Trust of Australia (WA) | Rent | 255.37 | L |
| EFT-47797 | 5/08/2026 | Tiffany's Catering | Catering | 770.00 | L |
| EFT-47798 | 5/08/2026 | Truck Centre WA Pty Ltd | Shire Asset: Service | 1,667.09 | |
| EFT-47799 | 5/08/2026 | TX Australia Pty Ltd | Lancelin Transmission Tower License Fee | 5,202.63 | |
| EFT-47800 | 5/08/2026 | R. Crerar | Refund | 46.00 | R |
| EFT-47801 | 6/08/2026 | Avon Waste | Kerbside Collection Services | 201,810.21 | |
| EFT-47802 | 6/08/2026 | Grangewood Products Trading as Uni-Fit | Shire Facility: Safety Upgrades | 6,781.02 | |
| EFT-47803 | 6/08/2026 | Lancelin IGA Local Grocer | Supermarket Purchases | 128.72 | L |
| EFT-47804 | 6/08/2026 | Ledge Point Roofing and Maintenance | Supply and Erect Shire Asset | 9,999.00 | L |
| EFT-47805 | 6/08/2026 | Marsh Pty Ltd | Incident Scenario and Phishing Testing Exercises | 3,850.00 | |
| EFT-47806 | 6/08/2026 | Moore River Electrical Services | Shire Facility: Install Lights | 495.00 | L |
| PAY-194 | 13/08/2026 | Shire of Gingin | Net Pay | 188,309.12 | S |
| EFT-47807 | 13/08/2026 | Asphaltech | Footpath Upgrade | 141,679.95 | |
| EFT-47808 | 13/08/2026 | Beemarra Group Pty Ltd | Shire Waste Facilities: Operations and Site Management | 25,575.00 | |
| EFT-47809 | 13/08/2026 | Bluecoast Consulting Engineers Pty Ltd | Remedial Works Lancelin | 20,075.00 | |
| EFT-47810 | 13/08/2026 | Carringtons Traffic Services | Traffic Management | 32,889.22 | |
| EFT-47811 | 13/08/2026 | Central Regional Tafe | Training Course | 100.00 | |
| EFT-47812 | 13/08/2026 | Civic Legal | Legal Advice | 2,533.63 | |
| EFT-47813 | 13/08/2026 | Civil Engineering Assignments | Capital Works Designs | 7,627.73 | |
| EFT-47814 | 13/08/2026 | Cleanflow Environmental Solutions | Various Locations: Soak Well and Pit Drainage | 2,915.00 | |
| EFT-47815 | 13/08/2026 | Complete Office Supplies Pty Ltd | Stationery and Refreshments | 792.21 | |
| EFT-47816 | 13/08/2026 | Corsign | Various Signs and Asset Stickers | 1,101.10 | |
| EFT-47817 | 13/08/2026 | Country Copiers | Copier Charges and Service | 537.97 | |
| EFT-47818 | 13/08/2026 | Dibbles Plumbing Service | Shire Facilities: Plumbing Repairs | 294.80 | L |
| EFT-47819 | 13/08/2026 | Duncan Solutions | Parking Meters Transactions and Service | 2,305.63 | |
| EFT-47820 | 13/08/2026 | Eagleye Technical Services | Shire Facilities: Electrical Upgrades and Testing | 149.60 | L |
| EFT-47821 | 13/08/2026 | Ecowater Services | Repairs to ATU | 1,620.05 | |
| EFT-47822 | 13/08/2026 | Gingin District Community Resource Centre Inc (CRC) | Reimbursement, Provision of Library Services and Advertsing. | 9,306.37 | L |
| EFT-47823 | 13/08/2026 | Gingin Trading | Hardware Store Purchases | 2,863.00 | L |
| EFT-47824 | 13/08/2026 | Gull Gingin Pty Ltd | Fuel Purchases | 156.80 | L |
| EFT-47825 | 13/08/2026 | Indian Ocean Pest Control | Shire Facilities/Locations: Pest Control | 731.50 | L |
| EFT-47826 | 13/08/2026 | Integrated ICT | IT Services Contract and Supply Equipment | 15,366.43 | |
| EFT-47827 | 13/08/2026 | Jason Industries & Signmakers | Supply Padlocks | 1,273.25 | |
| EFT-47828 | 13/08/2026 | Lancelin Community & Sporting Club Inc. | Contribution to Lancelin Community Bus | 500.00 | L |
| EFT-47829 | 13/08/2026 | Lancelin Gull Roadhouse | Fuel Purchases | 3,320.35 | L |
| EFT-47830 | 13/08/2026 | Lancelin Outdoors | Supply and install kick board | 1,022.45 | L |

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT | |
|---|---|---|---|---|---|
| EFT-47831 | 13/08/2026 | Lancelin Primary School | Community Grant Funding | 2,200.00 | L |
| EFT-47832 | 13/08/2026 | Lancelin Trade and Rural Supplies | Hardware Store Purchases | 1,193.15 | L |
| EFT-47833 | 13/08/2026 | Lancelin Tree Services | Various Locations: Tree Removal and Pruning | 2,750.00 | L |
| EFT-47834 | 13/08/2026 | Landgate | UV Interim - Rural Areas - Rural | 1,792.80 | |
| EFT-47835 | 13/08/2026 | LD Total | Turf Maintenance Contract | 46,758.64 | |
| EFT-47836 | 13/08/2026 | LG Best Practices Pty Ltd | External Officer | 1,903.00 | |
| EFT-47837 | 13/08/2026 | Linthorne Automotive | Shire Asset: Service | 3,386.65 | L |
| EFT-47838 | 13/08/2026 | McLeods Lawyers Pty Ltd | Legal Advice | 2,175.80 | |
| EFT-47839 | 13/08/2026 | Mills Oakley Lawyers | Legal Advice | 8,940.80 | |
| EFT-47840 | 13/08/2026 | Moore River News Inc | Advertising | 110.00 | L |
| EFT-47841 | 13/08/2026 | Mylollies.com.au | Refreshments | 127.83 | |
| EFT-47842 | 13/08/2026 | Neo Civil Pty Ltd | Shire Location: Maintenance Repairs | 16,500.00 | |
| EFT-47843 | 13/08/2026 | Officeworks | Stationery | 1,113.60 | |
| EFT-47844 | 13/08/2026 | Place Info Pty Ltd | Subscription | 5,940.00 | |
| EFT-47845 | 13/08/2026 | Rebus Restrooms PTY LTD ATF Rebus Restroom Unit Trust | Shire Facility: Site and Soil Assessments | 6,164.71 | |
| EFT-47846 | 13/08/2026 | Right Metal Fencing | Shire Facility: Supply and Install Fencing | 26,400.00 | |
| EFT-47847 | 13/08/2026 | Shire of Gingin | DoT Refund | 42,559.95 | R |
| EFT-47848 | 13/08/2026 | Supagas Pty Limited | Shire Facility: Gas Delivery | 2,782.11 | |
| EFT-47849 | 13/08/2026 | TLC Safety Pty Ltd TA Einsteins Australia | Library Workshops | 3,704.80 | |
| EFT-47850 | 13/08/2026 | WA Rangers Association (Inc) | WARA Conference | 2,100.00 | |
| EFT-47851 | 13/08/2026 | WEX Australia Pty Ltd | Fuel Purchases | 1,729.49 | |
| EFT-47852 | 13/08/2026 | C. Wright | Refund | 100.00 | R |
| PAY-196 | 17/08/2026 | Shire of Gingin | Net Pay | 2,452.26 | S |
| EFT-47853 | 20/08/2026 | Aurora Delta Pty Ltd | Pre Employment Medical | 420.00 | L |
| EFT-47854 | 20/08/2026 | Australian Taxation Office (PAYG) | Payroll deduction for PE: 13/08/2026 and 17/08/2026 | 53,965.00 | S |
| EFT-47855 | 20/08/2026 | Beemarra Group Pty Ltd | Shire Waste Facilities: Operations and Site Management | 12,787.50 | |
| EFT-47856 | 20/08/2026 | Bormaz Contracting Pty Ltd | Fire Mitigation Works | 20,364.00 | |
| EFT-47857 | 20/08/2026 | Boya Equipment | Shire Asset: Supply and Fit Parts | 5,767.15 | |
| EFT-47858 | 20/08/2026 | Bullsbrook Water Carriers | Shire Facility: Supply Water | 1,100.00 | L |
| EFT-47859 | 20/08/2026 | Bunnings Buildings Supplies Pty Ltd | Materials and PPE | 870.71 | |
| EFT-47860 | 20/08/2026 | ByProgress Pty Ltd (Monsterball Amusements & Hire) | Shire Event Entertainment | 1,575.00 | |
| EFT-47861 | 20/08/2026 | CarBon Leasing & Rentals Pty Ltd | Novated Lease | 1,024.60 | S |
| EFT-47862 | 20/08/2026 | Carringtons Traffic Services | Traffic Management | 17,811.24 | |
| EFT-47863 | 20/08/2026 | Castlerock Developments Pty Ltd | Refund | 96.00 | R |
| EFT-47864 | 20/08/2026 | Cemeteries and Crematoria Association of WA | Membership | 130.00 | |
| EFT-47865 | 20/08/2026 | CFMEU | Payroll deduction for PE: 13/08/2026 | 60.00 | S |
| EFT-47866 | 20/08/2026 | Child Support Agency | Payroll deduction for PE: 13/08/2026 | 733.58 | S |
| EFT-47867 | 20/08/2026 | Cohesis Pty Ltd | Intranet Development | 1,644.50 | |
| EFT-47868 | 20/08/2026 | Cooee Couriers & Transport | Freight | 338.25 | |
| EFT-47869 | 20/08/2026 | CSStech | IT Support | 99.00 | |
| EFT-47870 | 20/08/2026 | Department of Local Government Industry Regulation and Safety - Bonds ADMIN | Building Services Levy (BSL) Payments | 12,364.41 | |
| EFT-47871 | 20/08/2026 | Department of Transport | Disclosure of Information Fees | 66.30 | |
| EFT-47872 | 20/08/2026 | Eagleye Technical Services | Various Shire Facilities: Electrical Repairs | 3,811.12 | L |
| EFT-47873 | 20/08/2026 | Eastern Hills Chainsaws & Mowers Pty Ltd | Supply Parts | 2,232.70 | |
| EFT-47874 | 20/08/2026 | Gingin Agencies WA | Plant and Equipment Supplies | 1,704.65 | L |
| EFT-47875 | 20/08/2026 | Gingin Arts and Craft Group Inc | Community Grant Funding | 2,500.00 | L |
| EFT-47876 | 20/08/2026 | Gingin Bowling Club | Community Grant Funding | 2,750.00 | L |
| EFT-47877 | 20/08/2026 | Gingin District Community Resource Centre Inc | Community Funding and Refund | 2,775.00 | L |
| EFT-47878 | 20/08/2026 | Gingin Fuel and Tyres Pty Ltd | Supply Tyres and Fuel | 28,979.44 | L |
| EFT-47879 | 20/08/2026 | Indian Ocean Pest Control | Shire Facilities/Locations: Pest Control | 18,630.00 | L |
| EFT-47880 | 20/08/2026 | Integrated ICT | Supply IT Equipment | 1,155.00 | |
| EFT-47881 | 20/08/2026 | Iron Mountain Australia Group Services Pty Ltd | Storage | 150.82 | |
| EFT-47882 | 20/08/2026 | Jupiter Health and Medical Services (Lancelin Medical Centre) | Reimbursement: Medical Centre Costs | 1,600.00 | R |
| EFT-47883 | 20/08/2026 | Ledge's Kanga Service and Skip Bin Hire | Skip Bin Hire | 2,640.00 | L |
| EFT-47884 | 20/08/2026 | LGRCEU (WA Division) | Payroll deduction for PE: 13/08/2026 | 72.00 | S |
| EFT-47885 | 20/08/2026 | M.R Buckley & Associates | IT and Cyber Security | 1,373.90 | |
| EFT-47886 | 20/08/2026 | Main Roads Western Australia | Weld Street Bridge Works | 2,542,537.80 | F |
| EFT-47887 | 20/08/2026 | McLeods Lawyers Pty Ltd | Legal Expenses | 9,726.20 | |
| EFT-47888 | 20/08/2026 | Moore Sands Resources Pty Ltd | Shire Facility: Supply Sand | 4,949.52 | L |
| EFT-47889 | 20/08/2026 | Moore Septics | Waste Removal | 1,355.00 | L |
| EFT-47890 | 20/08/2026 | NAPA a division of GPC Asia Pacific Pty Ltd | Various Shire Assets: Supply Parts | 1,156.10 | |
| EFT-47891 | 20/08/2026 | Scrap Happens Pty Ltd | E Waste Removal | 1,837.00 | |
| EFT-47892 | 20/08/2026 | Shire of Gingin | Refund | 195.00 | R |
| EFT-47893 | 20/08/2026 | Tiffany's Catering | Catering | 280.00 | L |

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT | |
|---|---|---|---|---|---|
| EFT-47894 | 20/08/2026 | Total Green Recycling | E Waste Removal | 2,814.23 | |
| EFT-47895 | 20/08/2026 | Truck Centre WA Pty Ltd | Shire Asset: Service | 13,695.72 | |
| EFT-47896 | 20/08/2026 | W & J Greenwell | PPE and Parts | 367.50 | L |
| EFT-47897 | 20/08/2026 | WA Fibreglass Pools | Refund | 95.45 | R |
| EFT-47898 | 20/08/2026 | Waterlogic Australia Pty Ltd | Asset Hire | 180.05 | |
| EFT-47899 | 20/08/2026 | West Coast Technical Services Pty Ltd | Install Asset | 13,580.00 | |
| EFT-47900 | 20/08/2026 | Western Australian Local Government Association | Convention and Membership | 43,378.46 | |
| EFT-47901 | 20/08/2026 | Wurth Australia Pty Ltd | Supply Workshop Parts | 358.52 | |
| EFT-47902 | 20/08/2026 | C. Wright | Refund | 50.00 | R |
| EFT-47903 | 20/08/2026 | H.Sutherland | Refund | 83.30 | R |
| EFT-47904 | 20/08/2026 | Z. Norwell | Refund | 500.00 | R |
| EFT-47905 | 26/08/2026 | Altus Planning Pty Ltd | Planning Services | 2,216.50 | |
| EFT-47906 | 26/08/2026 | Beemarra Group Pty Ltd | Shire Waste Facilities: Operations and Site Management | 12,787.50 | |
| EFT-47907 | 26/08/2026 | Bullsbrook Windscreens and Window Tinting | Shire Facility: Window Tinting | 1,200.00 | |
| EFT-47908 | 26/08/2026 | Carringtons Traffic Services | Traffic Management | 6,889.63 | |
| EFT-47909 | 26/08/2026 | Cleanflow Environmental Solutions | Shire Locations: Pit Drainage and Inspection | 2,167.00 | |
| EFT-47910 | 26/08/2026 | Coastal Courier | Advertising | 80.00 | L |
| EFT-47911 | 26/08/2026 | Corsign | Signs and Stickers | 1,467.40 | |
| EFT-47912 | 26/08/2026 | Country Values Real Estate CVRE | Residential Inspections | 1,980.00 | L |
| EFT-47913 | 26/08/2026 | Dibbles Plumbing Service | Shire Facility: Plumbing Repairs | 631.40 | L |
| EFT-47914 | 26/08/2026 | Digital Surveying Solutions | Shire Location Survey | 2,574.00 | |
| EFT-47915 | 26/08/2026 | Duncan Solutions | Shire Asset: Maintenance and Materials | 529.50 | |
| EFT-47916 | 26/08/2026 | Dynamic Planning and Developments Pty Ltd | Planning Services | 10,560.00 | |
| EFT-47917 | 26/08/2026 | Easy Signs Pty Ltd | Supply Banners and Flags | 809.55 | |
| EFT-47918 | 26/08/2026 | Full Flow Plumbing and Gas | Shire Facility: Plumbing Repairs | 253.00 | L |
| EFT-47919 | 26/08/2026 | Fulton Hogan | Road Maintenance Materials | 7,744.00 | |
| EFT-47920 | 26/08/2026 | Gingin Canine Collective Association Inc | Community Funding | 2,700.00 | L |
| EFT-47921 | 26/08/2026 | Gingin District Community Resource Centre Inc | Advertising | 220.00 | L |
| EFT-47922 | 26/08/2026 | Gingin Fuel and Tyres Pty Ltd | Supply Tyres and Parts | 3,449.60 | L |
| EFT-47923 | 26/08/2026 | Gull Gingin Pty Ltd | Catering | 288.00 | L |
| EFT-47924 | 26/08/2026 | Indian Ocean Pest Control | Various Shire Locations: Pest Control | 44,565.00 | L |
| EFT-47925 | 26/08/2026 | J & K Hopkins Office Furniture | Office Equipment | 657.99 | |
| EFT-47926 | 26/08/2026 | Lancelin Community Resource Centre Inc ( CRC ) | Community Funding | 11,000.00 | L |
| EFT-47927 | 26/08/2026 | Landgate | GRV Interim Valuation | 265.40 | |
| EFT-47928 | 26/08/2026 | Ledge Point Roofing and Maintenance | Shire Facility: Roof Repairs | 2,508.00 | L |
| EFT-47929 | 26/08/2026 | LGISWA | EAP Service | 5,647.95 | |
| EFT-47930 | 26/08/2026 | Main Roads Western Australia | Shire Location: Line Marking | 8,789.35 | |
| EFT-47931 | 26/08/2026 | Mcintosh and Son | Shire Vehicle: Service and Parts | 1,661.94 | |
| EFT-47932 | 26/08/2026 | McLeods Lawyers Pty Ltd | Legal Expenses | 1,328.14 | |
| EFT-47933 | 26/08/2026 | NAPA a division of GPC Asia Pacific Pty Ltd | Supply Vehicle Parts | 2,469.46 | |
| EFT-47934 | 26/08/2026 | Northern Valley News | Advertising | 1,825.00 | L |
| EFT-47935 | 26/08/2026 | Officeworks | Stationery | 832.05 | |
| EFT-47936 | 26/08/2026 | Ohura Consulting | Consultancy | 4,055.10 | |
| EFT-47937 | 26/08/2026 | SoundBay Pty Ltd t/a Manny's, Store DJ, Derringers Music & Optimum Percussion | Event Equipment | 1,058.00 | |
| EFT-47938 | 26/08/2026 | Stewart & Heaton Clothing Co Pty Ltd | PPE | 642.68 | |
| EFT-47939 | 26/08/2026 | Supagas Pty Limited | Various Shire Facilities: Supply Gas | 1,726.36 | |
| EFT-47940 | 26/08/2026 | WANT Plumbing Services Pty Ltd | Cemetery Operations | 1,375.00 | L |
| EFT-47941 | 26/08/2026 | E. Quinn | Refund | 150.00 | R |
| EFT-47942 | 26/08/2026 | H. Ma | Refund | 489.50 | R |
| PAY-197 | 27/08/2026 | Shire of Gingin | Net Pay | 186,826.00 | S |
| EFT-47943 | 31/08/2026 | Civil Engineering Assignments | Capital Works Designs | 3,795.00 | |
| EFT-47944 | 31/08/2026 | Gingin Fuel and Tyres Pty Ltd | Supply/Deliver Diesel | 22,680.00 | L |
| EFT-47945 | 31/08/2026 | Linthorne Automotive | Shire Vehicle: Wheel Alignment | 110.00 | |
| EFT-47946 | 31/08/2026 | Miller Interiors Pty Ltd | Shire Facility: Replace Ceiling | 8,800.00 | |
| EFT-47947 | 31/08/2026 | Moore River Roadhouse | Fuel Purchases | 1,073.29 | L |
| | | | | **4,321,160.89** | |
| **CHEQUES** | | | | | |
| CHQ-116513 | 12/08/2026 | Shire of Gingin | Petty Cash | 406.20 | |
| **CHEQUES TOTAL** | | | | **406.20** | |

**DIRECT DEBIT**

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT |
|---|---|---|---|---|
| DE-8549 | 1/08/2026 | Bendigo Bank | Bendigo Bank Fees | 62.50 |
| DE-8550 | 1/08/2026 | Bendigo Bank | Bendigo Bank Fees | 366.08 |
| DE-8506 | 1/08/2026 | Go Go Media | Monthly Messages On Hold | 75.90 |
| DE-8551 | 3/08/2026 | Department of Transport | Licensing | 3,670.75 |
| DE-8552 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 69.97 |
| DE-8553 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 19.98 |
| DE-8554 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 370.62 |
| DE-8555 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 1,819.06 |
| DE-8556 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 311.09 |
| DE-8557 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 196.97 |
| DE-8558 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 64.00 |
| DE-8643 | 3/08/2026 | Bendigo Bank | Bendigo Bank Fees | 8.57 |
| DE-8510 | 4/08/2026 | QPC Group | Printer Charges | 693.21 |
| DE-8559 | 4/08/2026 | Department of Transport | Licensing | 6,900.20 |
| DE-8561 | 5/08/2026 | Bendigo Bank | Bendigo Bank Fees | 5.25 |
| DE-8562 | 5/08/2026 | Department of Transport | Licensing | 1,217.05 |
| DE-8497 | 5/08/2026 | Telstra | Telstra Group Plan | 107.79 |
| DE-8577 | 5/08/2026 | Department of Justice | Lodgment Fee | 1,267.00 |
| DE-8425 | 6/08/2026 | Synergy | 613 883 230 Electricity Charges | 862.92 |
| DE-8424 | 6/08/2026 | Synergy | 376 853 180 Electricity Charges | 390.28 |
| DE-8569 | 6/08/2026 | Department of Transport | Licensing | 9,776.70 |
| DE-8570 | 6/08/2026 | Bendigo Bank | Bendigo Bank Fees | 0.90 |
| DE-8439 | 7/08/2026 | Synergy | 270 788 950 Electricity Charges | 36.85 |
| DE-8437 | 7/08/2026 | Synergy | 877 915 810 Electricity Charges | 90.11 |
| DE-8435 | 7/08/2026 | Synergy | 285 816 500 Electricity Charges | 966.96 |
| DE-8432 | 7/08/2026 | Synergy | 522 369 150 Electricity Charges | 21.31 |
| DE-8431 | 7/08/2026 | Synergy | 749 590 200 Electricity Charges | 50.02 |
| DE-8526 | 10/08/2026 | Telstra | 334 8777 339 Telstra Group Plan | 627.08 |
| DE-8495 | 10/08/2026 | Telstra | 332 1096 000: Telstra Group Plan | 748.63 |
| DE-8574 | 10/08/2026 | Department of Transport | Licensing | 2,487.35 |
| DE-8449 | 10/08/2026 | Synergy | 366 355 310 Electricity Charges | 42.34 |
| DE-8447 | 10/08/2026 | Synergy | 338 814 320 Electricity Charges | 26.72 |
| DE-8445 | 10/08/2026 | Synergy | 329 288 310 Electricity Charges | 44.68 |
| DE-8453 | 10/08/2026 | Synergy | 832 987 230 Electricity Charges | 39.66 |
| DE-8452 | 10/08/2026 | Synergy | 832 987 230 Electricity Charges | 77.22 |
| DE-8450 | 10/08/2026 | Synergy | 928 598 050 Electricity Charges | 18.89 |
| DE-8458 | 11/08/2026 | Synergy | 107 291 460 Electricity Charges | 61.89 |
| DE-8575 | 11/08/2026 | Department of Transport | Licensing | 7,509.35 |
| DE-8457 | 11/08/2026 | Synergy | 123 649 900 Electricity Charges | 310.67 |
| DE-8462 | 11/08/2026 | Synergy | 892 753 630 Electricity Charges | 109.49 |
| DE-8455 | 11/08/2026 | Synergy | 387 083 850 Electricity Charges | 55.94 |
| DE-8573 | 12/08/2026 | Department of Transport | Licensing | 5,220.90 |
| DE-8576 | 12/08/2026 | Department of Transport | Licensing | 1,103.95 |
| DE-8579 | 13/08/2026 | Precision Administration Services Pty Ltd | Payroll deduction for PE: 13/08/2026 | 38,061.06 |
| DE-8600 | 13/08/2026 | Bendigo Bank | Bendigo Bank Fees | 24.15 |
| DE-8481 | 14/08/2026 | Synergy | 226 673 150 Electricity Charges | 80.23 |
| DE-8484 | 14/08/2026 | Synergy | 182 037 150 Electricity Charges | 235.86 |
| DE-8480 | 14/08/2026 | Synergy | 788 472 510 Electricity Charges | 91.20 |
| DE-8488 | 14/08/2026 | Synergy | 211 396 890 Electricity Charges | 203.80 |
| DE-8485 | 14/08/2026 | Synergy | 120 900 800 Electricity Charges | 152.57 |
| DE-8578 | 14/08/2026 | Credit Card - CESM | Credit Card Purchases | 1,806.92 |
| DE-8543 | 14/08/2026 | Credit Card - EMCCS | Credit Card Purchases | 300.90 |
| DE-8542 | 14/08/2026 | Credit Card - EMO | Credit Card Purchases | 1,303.20 |
| DE-8571 | 14/08/2026 | Credit Card - EMRDS | Credit Card Purchases | 4.00 |
| DE-8544 | 14/08/2026 | Credit Card - Mechanic/Depot Controller | Credit Card Purchases | 595.81 |
| DE-8505 | 14/08/2026 | Viva Energy Australia Pty Ltd | Shell Card Purchases | 2.50 |
| DE-8602 | 14/08/2026 | Department of Transport | Licensing | 4,093.60 |
| DE-8612 | 14/08/2026 | Credit Card - CEO | Credit Card Purchases | 2,008.19 |
| DE-8572 | 14/08/2026 | Credit Card - GG Aquatic Centre Manager | Credit Card Purchases | 984.21 |
| DE-8605 | 15/08/2026 | Western Australian Treasury Corporation (WATC) | Loan Repayment | 311,633.21 |
| DE-8608 | 15/08/2026 | Telair Pty Ltd (Mobile Phones) | Mobile Phones Charges | 519.90 |
| DE-8581 | 17/08/2026 | Precision Administration Services Pty Ltd | Payroll deduction for PE: 17/08/2026 | 327.63 |
| DE-8507 | 17/08/2026 | Business Service Brokers T/A TeleChoice | Mobile Phone Charges | 92.00 |
| DE-8603 | 17/08/2026 | Department of Transport | Licensing | 14,260.50 |
| DE-8476 | 17/08/2026 | Water Corporation | 9007262282 Water Charges | 90.59 |
| DE-8472 | 17/08/2026 | Water Corporation | 9007262258 Water Charges | 5.33 |
| DE-8474 | 17/08/2026 | Water Corporation | 9007263314 Water Charges | 273.56 |

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT |
|---|---|---|---|---|
| DE-8469 | 17/08/2026 | Water Corporation | 9007261466 Water Charges | 856.18 |
| DE-8477 | 17/08/2026 | Water Corporation | 9007261730 Water Charges | 15.99 |
| DE-8524 | 17/08/2026 | Water Corporation | 9007259905 Water Charges | 167.09 |
| DE-8523 | 17/08/2026 | Water Corporation | 9007259585 Water Charges | 94.29 |
| DE-8531 | 17/08/2026 | Water Corporation | 9007260287 Water Charges | 174.85 |
| DE-8525 | 17/08/2026 | Water Corporation | 9007260033 Water Charges | 750.76 |
| DE-8489 | 17/08/2026 | Synergy | 135 163 910 Electricity Charges | 174.18 |
| DE-8491 | 17/08/2026 | Synergy | 235 925 790 Electricity Charges | 125.16 |
| DE-8606 | 17/08/2026 | Bendigo Bank | Bendigo Bank Fees | 38.20 |
| DE-8607 | 17/08/2026 | Bendigo Bank | Bendigo Bank Fees | 0.15 |
| DE-8667 | 17/08/2026 | Department of Mines, Industry Regulation and Safety - Bond Administrator DMIR | Security Bond Refund | 784.90 |
| DE-8582 | 17/08/2026 | Telair Pty Ltd | Internet Charges | 938.58 |
| DE-8599 | 18/08/2026 | Department of Transport | Licensing | 8,271.45 |
| DE-8610 | 18/08/2026 | Department of Transport | Licensing | 5,201.25 |
| DE-8514 | 18/08/2026 | Synergy | 937 316 820 Electricity Charges | 622.12 |
| DE-8515 | 18/08/2026 | Synergy | 322 473 230 Electricity Charges | 783.79 |
| DE-8516 | 18/08/2026 | Synergy | 801 430 010 Electricity Charges | 134.64 |
| DE-8611 | 19/08/2026 | Department of Transport | Licensing | 17,300.95 |
| DE-8518 | 19/08/2026 | Synergy | 285 816 880 Electricity Charges | 258.24 |
| DE-8517 | 19/08/2026 | Synergy | 319 788 270 Electricity Charges | 203.03 |
| DE-8640 | 20/08/2026 | Bendigo Bank | Bendigo Bank Fees | 7.80 |
| DE-8641 | 20/08/2026 | Department of Transport | Licensing | 8,827.55 |
| DE-8527 | 20/08/2026 | Windcave Pty Ltd | Transaction Fees | 1,257.80 |
| DE-8519 | 21/08/2026 | Water Corporation | 9007261087 Water Charges | 39.16 |
| DE-8520 | 21/08/2026 | Water Corporation | 9007261132 Water Charges | 93.37 |
| DE-8521 | 21/08/2026 | Water Corporation | 9007261175 Water Charges | 9.04 |
| DE-8533 | 21/08/2026 | Water Corporation | 9007260711 Water Charges | 114.46 |
| DE-8522 | 21/08/2026 | Water Corporation | 9007261386 Water Charges | 237.95 |
| DE-8540 | 21/08/2026 | Water Corporation | 9007265715 Water Charges | 335.51 |
| DE-8530 | 21/08/2026 | Water Corporation | 9013060505 Water Charges | 352.94 |
| DE-8642 | 21/08/2026 | Department of Transport | Licensing | 2,151.70 |
| DE-8532 | 21/08/2026 | Water Corporation | 9007260682 Water Charges | 12.05 |
| DE-8541 | 22/08/2026 | Vocus Communications | Internet Charges | 808.50 |
| DE-8649 | 24/08/2026 | Department of Transport | Licensing | 1,775.65 |
| DE-8509 | 24/08/2026 | Australia Post | Postage Modem and Postage | 50.40 |
| DE-8650 | 25/08/2026 | Department of Transport | Licensing | 19,106.00 |
| DE-8652 | 26/08/2026 | Department of Transport | Licensing | 4,340.25 |
| DE-8536 | 26/08/2026 | Water Corporation | 9007265854 Water Charges | 100.25 |
| DE-8538 | 26/08/2026 | Water Corporation | 9007265889 Water Charges | 6,930.61 |
| DE-8535 | 26/08/2026 | Water Corporation | 9007265723 Water Charges | 156.62 |
| DE-8539 | 26/08/2026 | Water Corporation | 9007265707 Water Charges | 549.14 |
| DE-8534 | 26/08/2026 | Synergy | 948 161 960 Electricity Charges | 11,710.17 |
| DE-8653 | 26/08/2026 | Bendigo Bank | Bendigo Bank Fees | 5.70 |
| DE-8560 | 27/08/2026 | Water Corporation | 9007319832 Water Charges | 210.84 |
| DE-8564 | 27/08/2026 | Water Corporation | 9013198141 Water Charges | 457.82 |
| DE-8656 | 27/08/2026 | Department of Transport | Licensing | 1,122.10 |
| DE-8655 | 27/08/2026 | Precision Administration Services Pty Ltd | Payroll deduction for PE: 27/08/2026 | 37,932.93 |
| DE-8658 | 28/08/2026 | Department of Transport | Licensing | 736.10 |
| DE-8548 | 28/08/2026 | Water Corporation | 9007309730 Water Charges | 186.74 |
| DE-8565 | 28/08/2026 | Water Corporation | 9023157829 Water Charges | 27.11 |
| DE-8566 | 28/08/2026 | Synergy | 301 688 750 Electricity Charges | 138.12 |
| DE-8659 | 28/08/2026 | Bendigo Bank | Bendigo Bank Fees | 17.40 |
| DE-8568 | 31/08/2026 | HP Financial Services (Australia) Pty Ltd | Allocation of Lease | 748.57 |
| DE-8567 | 31/08/2026 | LJ Hughes | Allocation of Lease | 688.25 |
| DE-8596 | 31/08/2026 | Water Corporation | 9010957085 Water Charges | 51.82 |
| DE-8614 | 31/08/2026 | Water Corporation | 9017169284 Water Charges | 319.64 |
| DE-8616 | 31/08/2026 | Water Corporation | 9017169305 Water Charges | 292.97 |
| DE-8591 | 31/08/2026 | Water Corporation | 9010678684 Water Charges | 303.23 |
| DE-8595 | 31/08/2026 | Water Corporation | 9010678721 Water Charges | 300.15 |
| DE-8615 | 31/08/2026 | Water Corporation | 9017169292 Water Charges | 295.02 |
| DE-8598 | 31/08/2026 | Water Corporation | 9017163587 Water Charges | 395.97 |
| DE-8563 | 31/08/2026 | Water Corporation | 9010083728 Water Charges | 18.07 |
| DE-8592 | 31/08/2026 | Water Corporation | 9010678692 Water Charges | 297.07 |
| DE-8594 | 31/08/2026 | Water Corporation | 9010678713 Water Charges | 299.12 |
| DE-8601 | 31/08/2026 | Water Corporation | 9017169276 Water Charges | 290.92 |
| DE-8546 | 31/08/2026 | Water Corporation | 9007293820 Water Charges | 358.43 |

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT |
|---|---|---|---|---|
| DE-8618 | 31/08/2026 | Water Corporation | 9017169321 Water Charges | 307.33 |
| DE-8593 | 31/08/2026 | Water Corporation | 9010678705 Water Charges | 295.02 |
| DE-8545 | 31/08/2026 | Water Corporation | 9007292887 Water Charges | 201.80 |
| DE-8617 | 31/08/2026 | Water Corporation | 9017169313 Water Charges | 290.91 |
| DE-8662 | 31/08/2026 | Department of Transport | Licensing | 11,040.75 |
| DE-8547 | 31/08/2026 | Water Corporation | 9007293839 Water Charges | 42.17 |
| DE-8665 | 31/08/2026 | QPC Group | Printer Charges | 558.86 |
| DE-8664 | 31/08/2026 | Bendigo Bank | Bendigo Bank Fees | 0.75 |
| **DIRECT DEBIT TOTAL** | | | | **579,152.12** |
| **TOTAL MUNICIPAL** | | | | **4,900,719.21** |
| **CREDIT CARD BREAK-UP** | | | | |
| JULY | | | | |
| CEO | 1/07/2026 | GeoFabrics Braeside | Supply Construction Material | 1,819.01 |
| | 16/07/2026 | IGA Gingin | Emergency Bird Flu Response Items | 15.41 |
| | 16/07/2026 | Gingin Trading | Emergency Bird Flu Response Items | 90.85 |
| | 16/07/2026 | Gingin Trading | Emergency Bird Flu Response Items | 41.50 |
| | 16/07/2026 | Gingin Trading | Emergency Bird Flu Response Items | 16.04 |
| | 30/07/2026 | Raine Square Parking | Parking | 21.38 |
| | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **2,008.19** |
| EMRDS | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **4.00** |
| EMCS | 2/07/2026 | Mailchimp | Subscription | 109.64 |
| | 2/07/2026 | Mailchimp | International Transaction Fee | 3.29 |
| | 16/07/2026 | BCF | PPE | 69.99 |
| | 24/07/2026 | Bunnings | Storage Supplies | 113.98 |
| | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **300.90** |
| CESM | 15/07/2026 | GiftStation | Volunteer Week Project | 170.66 |
| | 18/07/2026 | JB HI-FI | DCBFCO Equipment | 379.00 |
| | 18/07/2026 | Officeworks | Training Supplies | 77.25 |
| | 19/07/2026 | The Good Guys | Brigade Replacement Asset | 1,125.00 |
| | 22/07/2026 | Peninsula Mandurah | Meeting with DFES | 51.01 |
| | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **1,806.92** |
| EMOA | 23/07/2026 | Event & Conference | Waste Conference | 1,299.20 |
| | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **1,303.20** |
| MECHANIC | 30/06/2026 | Shire of Gingin | Vehicle License | 25.55 |
| | 2/07/2026 | Shire of Gingin | Vehicle License | 89.05 |
| | 9/07/2026 | Shire of Gingin | Plate Retained | 32.00 |
| | 17/07/2026 | Shire of Gingin | Plate Remake | 52.10 |
| | 27/07/2026 | Shire of Gingin | Plate Retained | 32.00 |
| | 27/07/2026 | L&T Venables Pty Ltd | Vehicle Part | 35.31 |
| | 27/07/2026 | Bunnings | Depot Shed | 325.80 |
| | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **595.81** |
| AQUATIC | 1/07/2026 | Leisure Institute of Western Australia | Conference, Awards and Dinner | 850.21 |
| | 3/07/2026 | Royal Lifesaving Western Australia | Safe Pool Operations Guidelines | 130.00 |
| | 30/07/2026 | Bendigo Bank | Bank Fee | 4.00 |
| | | | | **984.21** |
| | **Total** | | | **7,003.23** |
| **CALTEX CARD BREAKUP** | | | | |
| JULY | | WEX Australia Pty Ltd | 2GG: 135.76L Diesel | 268.89 |

**Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/08/2026 - 31/08/2026**

**Payment Category**
**L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor**

| TYPE | DATE PAID | NAME | DETAILS | AMOUNT |
|---|---|---|---|---|
| | | | GG09: 81.89L Diesel | 190.72 |
| | | | GG073: 102.36L Diesel | 217.10 |
| | | | 0GG: 66.14L Diesel | 145.44 |
| | | | GG033: 152.83L Diesel | 341.03 |
| | | | GG070: 263.48L Diesel | 564.81 |
| | | | Transaction Fee | 1.50 |
| | **Total** | | | **1,729.49** |
| **SHELL CARD BREAKUP** | | | | |
| | | Viva Energy Australia Pty Ltd | Monthly Admin Fee | 2.50 |
| | **Total** | | | **2.50** |

## 13.3 PROPOSED POLICY - COUNCIL MEMBER USE OF SOCIAL MEDIA

| | |
|---|---|
| File | COR/31 |
| Author | Rachael Wright - Executive Manager Corporate Services |
| Reporting Officer | Leanne Parola - Acting Executive Manager Corporate and Community Services |
| Refer | OCM 17 March 2026 Item 12.3 Motion From Annual Electors' Meeting - Use of Social Media by Councillors |
| Appendices | Policy - Council Member Use of Social Media [**13.3.1** - 4 pages] |

### DISCLOSURES OF INTEREST

Nil

### PURPOSE

To consider adoption of a policy addressing the use of social media by Elected Members.

### BACKGROUND

At the Ordinary Council Meeting on 18 August 2026, the following procedural motion was moved and carried:

MOVED: Councillor Balcombe SECONDED: Councillor Peczka

*That consideration of the matter be deferred to the Ordinary Council Meeting on 15 September 2026.*

CARRIED
7 / 1

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Peczka, Councillor Stewart, Councillor Wilkie, Councillor Woods and Councillor Weeks*
AGAINST: *Councillor Hyne*

In accordance with Council's resolution the matter is now presented for further consideration.

The previous history of this matter is as follows.

At the Annual General Meeting of Electors held on 3 February 2026, the following motion was carried:

*That Council resolve to:*

1. *Develop and adopt a Council specific social media policy that applies to Councillors in their capacity as elected members.*

2. *Ensure the policy clearly outlines expectations regarding:*

    - *Professional conduct;*
    - *Respect for confidentiality; and*
    - *The avoidance of negative and disparaging public commentary.*

3. *Include guidance aimed at protecting the reputation, functionality and culture of the council and maintain community confidence.*

4. *Request that the policy be brought back to Council for adoption within one month.*

As per the *Local Government Act 1995* (s.5.33) Council was advised of the motion and provided with a draft Council Member Use of Social Media policy at its Ordinary Council Meeting on 17 March 2026, where it resolved:

*That Council:*

1. *Acknowledge that Council has a 21-day feedback period to provide comments on draft 'Council Member Use of Social Media Policy'.*

2. *Agree that 'Council Member Use of Social Media Policy' will be returned to Council for endorsement at a future meeting within 2 months.*

Council's Policy 1.4 - Council Policy Management (cl. 3.2) requires that any proposed new policy or significant amendments to an existing policy be circulated to Elected Members for a minimum of 21 days to allow for Elected Members to provide feedback. Any feedback received is then addressed in the officer's report when the policy is presented to Council for ratification.

The Shire's current Code of Conduct for Council Members, Committee Members and Candidates (the Code) sets out expectations regarding personal integrity, disadvantaging others and the publishing of information. Clause 15A(7) states:

*(4) Council members may establish personal social media accounts at their own discretion to engage with the community, but the local government will not provide administration or moderation support for these accounts. Council members must bear in mind that personal communications and statements made privately in conversation, written, recorded, emailed or posted in personal social media have the potential to be made public, whether intended or not.*

*(5) Council member comments which become public and breach Division 4 of this Code will be considered to be a Minor Breach and may be referred to a standards panel for investigation.*

*(6) The local government will not be held liable for any loss or damage, however caused, suffered by council members or others in connection with the use of a council member's personal social media accounts*.

The Code broadly addresses use of social media, and that adverse comments may constitute a breach. However, as indicated by the motion carried at the Electors' Meeting, a bespoke policy dealing with social media usage by Elected Members may need to be more prescriptive given the prevalence of such usage in the Shire of Gingin community.

## COMMENT

During the consultation period, Administration received formal feedback from one Elected Member who suggested that the policy align with Western Australian Local Government Association (WALGA) industry standards, including consideration of the WALGA Social Media Policy model template. It was also noted that existing regulatory frameworks, such as the Code and local government complaints processes, may already address potential breaches.

Accordingly, it was suggested that any Council Member Social Media Policy should reflect and be consistent with the established regulatory processes.

Administration sought feedback from WALGA regarding the draft policy and the availability of the Social Media Policy Model template. WALGA advised that the template is no longer available and that the Code is considered to be an appropriate guideline relating to social media use. However, WALGA also advised that each local government's Code should be tailored and individualised to reflect its specific needs and circumstances with respect to social media usage.

It should be noted that no other feedback was received from Elected Members within the allocated response time.

The Policy was subsequently presented to Council at its Ordinary Council Meeting on 19 May 2026 where an untabled alternative motion was circulated by Councillor Stewart requesting the following changes to the policy:

1. *Deletion of the wording: 'Council Members should speak with one voice on agreed positions …'*

2. *Deletion of the wording: 'Once a resolution of Council is made, Council Members are expected to convey and support that decision in the public realm'*

3. *Deletion of the wording: 'Content of official accounts must align with Council decisions …'*

4. *Deletion of the wording: 'where the Shire has already made an official post about a topic then Council Members should share this information via their media channels as opposed to creating their own post'*

5. *Deletion of the wording: 'Council Members must not provide public commentary or seek to directly intervene in relation to service requests, community issues or complaints'*

6. *Deletion of the wording: 'Minor breaches of this policy will be referred to the President for informal resolution'*

7. *Insertion of the following clause: 'Nothing in this policy prevents a Council Member from making lawful political communication, public comment, policy criticism or public explanation of disagreement with a Council decision, provided the Council Member does not disclose confidential information or breach any written law'*

The recommended policy was subsequently deferred to allow Administration to obtain further advice on the matter.

Legal advice was obtained on 2 June 2026 from Mills Oakley **(see confidential appendix)** and only the recommended amendments from that advice have been incorporated into the policy.

The proposed policy with the incorporated amendments **(see appendix)** was provided for Council's consideration at its OCM on 18 August 2026, with Council resolving to further defer consideration of the matter until its next OCM on 15 September 2026.

Given that social media usage is such a common communication tool in society and given that electors have requested that more specific requirements be provided with respect to the use of social media by Elected Members, Administration believes the organisation would benefit from adopting a dedicated policy to provide clearer guidance, including specific expectations and enforceable parameters.

It is noted that the Code also requires amendments as noted in the legal advice, and these amendments, in conjunction with parameters around future social media use, will need to be addressed in the short term via a separate Council report process.

## RISK IMPLICATIONS

There is a risk to Council's reputation in not supporting the motion from the Electors' Meeting given the view from community that social media comments and current usage appears to be eroding community trust in the Shire.

## STATUTORY/LOCAL LAW IMPLICATIONS

*Local Government Act 1995*
Part 5 Administration
Division 2 Council meetings, committees and their meetings and electors' meetings
s.5.33 Decisions made at electors' meetings

## POLICY IMPLICATIONS

Council's existing Code currently contains broad provisions relating to social media use by Elected Members. Adoption of a policy specifically addressing Elected Member use of social media will likely result in amendments to the Code to ensure consistency.

## BUDGET IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Nil

## VOTING REQUIREMENTS - SIMPLE MAJORITY

OFFICER RECOMMENDATION

MOVED: Councillor Hyne SECONDED: Councillor Peczka

That Council:

1. Adopt the Council Member Use of Social Media Policy as appendiced to this report;
2. Acknowledge the feedback received from Elected Members and legal advice obtained with amendments incorporated as appropriate; and
3. Note that if any amendments are required to the Code of Conduct for Council Members, Committee Members and Candidates due to inconsistencies between the Policy and the Code, then amendment of the Code will be presented to a future Council meeting.

AMENDMENT MOTION

MOVED: Councillor Hyne SECONDED: Councillor Kestel

That Council amend the motion in Part 1 by adding the following at the end of the Part:

...subject to the following amendments:

a. Deletion in its entirety of the first bullet point under the words "Council Members:";

b. Amendment of the first bullet point on pg 3 of the policy, by the addition of the following at the end of the point:

"for the avoidance of confusion in messaging by the Council, where the Shire has published an official post about a Council decision, then Council Members are required to share the official post to their media channels rather than creating their own post."; and

c. In the third bullet point on pg 3 of the policy by deleting the words "community issues,".

CARRIED UNANIMOUSLY
6 / 0

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*

AGAINST: *Nil*

Reason for Amendment

These minor amendments are in accordance with the legal advice provided in the confidential appendix. First two amendments provide greater clarity by combining the matters relating to Councillor social media accounts. The third amendment removes conflict with section 2.10(c) of the *Local Government Act 1995*.

COUNCIL RESOLUTION

MOVED: Councillor Hyne SECONDED: Councillor Peczka

That Council:

1. Adopt the Council Member Use of Social Media Policy as appendiced to this report subject to the following amendments:

   a. Deletion in its entirety of the first bullet point under the words "Council Members:";

   b. Amendment of the first bullet point on pg 3 of the policy, by the addition of the following at the end of the point:

      " for the avoidance of confusion in messaging by the Council, where the Shire has published an official post about a Council decision, then Council Members are required to share the official post to their media channels rather than creating their own post."; and

   c. In the third bullet point on pg 3 of the policy by deleting the words *"community issues,"*.

2. Acknowledge the feedback received from Elected Members and legal advice obtained with amendments incorporated as appropriate; and

3. Note that if any amendments are required to the Code of Conduct for Council Members, Committee Members and Candidates due to inconsistencies between the Policy and the Code, then amendment of the Code will be presented to a future Council meeting.

CARRIED UNANIMOUSLY
6 / 0

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*

AGAINST: *Nil*

# DRAFT Policy [No.] Council Member Use of Social Media

## POLICY OBJECTIVE

This policy guides Council Members of the Shire of Gingin in their use of social media and communications to ensure interactions with the community are professional, respectful, and aligned with the Shire's governance framework. It promotes role clarity, protects the Shire's reputation and staff psychosocial safety, and complies with the *Local Government Act 1995* (including Section 2.7(5)), *Local Government (Model Code of Conduct) Regulations 2021, Work Health and Safety Act 2020*, and WALGA guidelines.

## POLICY SCOPE

This policy applies to all Council Members (including the President) when using social media or making public communications:

- In their official capacity representing the Shire; or
- In a personal capacity if commenting on Shire business, operations, decisions, staff, or elected members.

It includes social media platforms including but not limited to: Facebook, Instagram, X (Twitter), LinkedIn, Blogs, Online News, and emerging channels, as well as traditional media formats if a public comment is made to or picked up by the media.

## POLICY DETAIL

The Shire President is the principal spokesperson for the Local Government, and all Council Members must respect this legislated role and refrain from making public comments via any media platform that could be perceived as speaking for the local government. The CEO or a designated employee may speak on behalf of the Local Government with the Shire President's agreement.

The Shire of Gingin's website, social media account, and other communication channels are managed as internal administrative communication functions under the remit of the CEO and are not the same as public comments to the media, or a statement made by an elected Council Member. Shire of Gingin social media accounts are moderated to remove offensive, defamatory, or irrelevant content. Contributors breaching guidelines may be blocked.

All Council Member communications must:

- Prioritise the protection of the Shire's reputation: Council Members must not post, support items (for example "liking" them), or comment in ways that could reasonably be perceived as bringing the Shire into disrepute or undermining public confidence in the Shire.

# DRAFT Policy [No.] Council Member Use of Social Media

- Have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees. Council Members must ensure their social media conduct upholds this statutory duty by avoiding public criticism or negative commentary about staff or the performance of the organisation that undermines respectful treatment or fair workplace culture. Council Members must not post, support items, or comment in ways that could reasonably be perceived as harming Shire employee morale, reflecting negatively on Shire employee performance or professionalism, or undermine the character or integrity of Shire employees. Council Members must recognise their public comments may create psychosocial risks to employees regardless of the platform used or stated personal intent, and they have a responsibility to ensure this does not occur.

- Be factually accurate: Council Members must not make any public comments that are open to negative interpretation, are misleading, or make insinuations. All communications must comply with Shire policies, the Code of Conduct, and relevant laws (e.g., defamation, privacy, anti-discrimination).

- Not disclose confidential information: By the nature of their role and the type of meetings held such as workshops, concept forums, or confidential components of Council meetings, Council Members will have access to information that is not in the public realm, Council Members must not disclose any form of confidential information without the appropriate authorisation to do so either directly or indirectly.

- Not undermine adopted Council decisions. Councillors may state that they voted against a decision or held a different view however, they must not use social media to undermine, obstruct, or misrepresent an adopted Council decision.

Council Members:

- Should share official Shire of Gingin information via their media channels as opposed to creating their own post where the Shire has already made an official post about a topic or issue.

- Should ensure that advocacy efforts and public statements reflect the Shire as a unified organisation, rather than creating a perception of Council versus Administration. Advocacy should promote the Shire's strategic objectives and community interests, demonstrating alignment, consistency, and collaboration.

- Must adhere to proper use of Shire branding and representation, this includes not using the Shire logo, branding, or wearing Shire uniforms in a manner that misrepresent the Shire, implies personal views are those of the Shire, or could reasonably be perceived as detrimental to the Shire's reputation. This includes posting photos of themselves in Shire uniform at unauthorised events, media coverage, or court hearings involving the Shire. All representations must align with official Shire business, authorised activities, and approved communications.

# DRAFT Policy [No.] Council Member Use of Social Media

- May maintain official accounts (Cr XXX) to engage constituents but must not use them for personal matters and preface personal views on Shire matters with "These are my personal views and do not represent the Shire of Gingin or Council" or similar statements.

- Who receive complaints or service requests via social media should encourage the customer to engage with the Shire directly via approved communication mechanisms or forward the information directly to the Shire on the persons behalf.

- Must not provide public commentary or seek to directly intervene in relation to service requests, community issues, or complaints.

- Have the right to express personal views on public issues but must clearly distinguish them from official positions and should refrain from using their official Council Member account when debating a public issue, recognising that even then they must recognise that their comments and behaviour still reflects upon the Shire given their leadership status within the community.

In both their official and personal media use Council Members must never:

- Criticise, ridicule, or make adverse reflections on Shire staff, their work, or the CEO/Administration in ways that could damage morale or psychosocial safety (e.g., public complaints about "poor service", staff "incompetence", or administrative delays).

- Harm the Shire's reputation by implying systemic failure, corruption, collusion, or dysfunction without prior internal resolution (for example posts suggesting "Council hides the truth" or "staff block progress").

- Post during election periods in ways that breach or undermine *Local Government (Elections) Regulations 1997* and/or WA Electoral Commission requirements.

For avoidance of doubt nothing in this policy prevents a Council Member from making lawful political communication, public comment, policy criticism or public explanation of disagreement with a Council decision, provided the Council Member does not disclose confidential information or breach any written law.

Breach of Policy

Minor breaches of this policy will be dealt with in accordance with the Code of Conduct.

Breaches involving reputational harm or staff psychosocial safety will be treated as serious with immediate referral to:

# DRAFT Policy [No.] Council Member Use of Social Media

- The Behaviour Complaints Officer via a Division 3 Behaviour Complaint under the Code of Conduct for breaching this policy and clause 9 of the Code of Conduct
- The Local Government Inspector via a Division 4 Conduct Complaint under the Code of Conduct for breaching this policy and Clause 18 1(b) of the Code of Conduct.

Breaches that undermine s2.7(5) employee treatment obligations may also trigger scrutiny for failure to uphold council duties and may also trigger WHS implications for the Shire requiring action.

Training

All new Council Members are to receive training on this policy as part of the induction process.

## DEFINITIONS

Council Member: Elected members, including the Shire President

Social Media: Platforms enabling users to create and share content (e.g., Facebook, Instagram).

## RELATED LEGISLATION

Social media posts/comments related to/impacting upon Shire business are public records under the *State Records Act 2000.*

Council Members must provide copies of relevant posts to the CEO, upon request, for retention in the Shire's document management system.

## RELATED POLICIES/KEY DOCUMENTS

Code of Conduct for Council Members, Committee Members, and Candidates

## DELEGATED AUTHORITY

N/A

## POLICY ADMINISTRATION

| | | | |
|---|---|---|---|
| **Review Cycle** | 4 years | **Next Review** | 2030 |
| **Department** | Office of the CEO | | |

| Version | Decision Reference | Synopsis |
|---|---|---|
| 1 | | |
| | | |
| | | |

## 14 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

### 14.1 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED RECEPTION CENTRE AND CARETAKER'S DWELLING ON LOT 201 (3050) BRAND HIGHWAY, GINGINUP

| | |
|---|---|
| File | BLD/1804 |
| Applicant | Tecon Australia |
| Location | Lot 201 (3050) Brand Highway, Ginginup |
| Owner | Western Sun Nominees Pty Ltd |
| Zoning | General Rural |
| WAPC No | N/A |
| Author | Riaan Stassen – Planning Officer |
| Reporting Officer | Mark Close – Temporary Executive Manager Regulatory and Development Services |
| Refer | Nil |
| Appendices | 1. Locality Plan [**14.1.1** - 1 page]<br>2. Aerial Image [**14.1.2** - 1 page]<br>3. Applicant's Proposal [**14.1.3** - 26 pages]<br>4. Schedule of Submissions and Recommended Responses [**14.1.4** - 3 pages] |

#### DISCLOSURES OF INTEREST

Nil

#### PURPOSE

To consider an application for development approval for a proposed Reception Centre and Caretaker's Dwelling on Lot 201 (3050) Brand Highway, Ginginup.

#### BACKGROUND

The 7.1ha subject property gains access from Brand Highway approximately 6km north of the township of Gingin.

The property consists of two sections bisected by the Wallering Brook. The northern section currently contains approved 'Holiday accommodation' and 'Workforce accommodation' uses. The 'Workforce accommodation' use expires on 20 February 2029 and is related to the Boonanarring mine site.

The southern section of the property is also developed with a 'Single house' and associated outbuildings, landscaped grounds and approval for a 'Transport depot' and 'Office'.

Agricultural properties make up the surrounding rural landscape with the closest residence approximately 725m from the subject property. The property owner, Western Sun Nominees Pty Ltd, now seeks approval for:

- A 'Reception centre' use within the southern section of the land; and
- A 'Caretaker's dwelling' use within a transportable building within the northern section.

The landowner proposes the landscaped grounds in the southern section to be a venue for hire for wedding ceremonies and receptions. Portable facilities consisting of marquees, portable ablutions, food trucks and related catering services are proposed and will be removed at the end of each event.

The property has two existing crossovers to Brand Highway separated by approximately 235m. The northern crossover has been upgraded to Main Roads WA standards for the 'Workforce accommodation' use. The southern crossover is proposed to be used for the 'Reception centre', which will also require upgrading.

An Operation Management Plan (OMP) provided with the application outlines the following:

- Maximum number of guests – 150.
- Onsite caretaker/manager responsible for all events and site maintenance.
- Operating days/hours proposed as 7 days a week from 9am to 12pm (predominantly Thursday to Sunday).
- The 'Single house' in the southern section of the property to provide accommodation for up to 14 guests.
- Event holders/guests will be responsible for their own catering. Catering businesses will be verified by venue management to comply with appropriate licencing. The proposed site plan indicates parking areas for mobile caterers on the existing hardstand area within the southern section.
- Event holders/guests must seek prior consent from the landowner to supply alcohol and must obtain the applicable permits as defined by the *Liquor Act 1988.* The landowner will not sell or supply alcohol and reserves the right to withdraw consent for the consumption of alcohol.
- A licenced catering service is permitted to supply/sell alcohol provided that the caterer has a "special facility licence - catering" or has obtained an "occasional liquor licence" or equivalent from the Department of Local Government, Industry Regulation and Safety.

- The caretaker/manager and landowner will be responsible for organising professional contractors to install and remove portable ablutions and dispose of all waste in line with the required health standards. The number of ablutions will be in accordance with the *Guidelines on the Application of the Health (Public Buildings) Regulations 1992*.

- Solid waste removal will be undertaken by private contractors after an event.

A location plan and aerial image are provided **(see appendices)**.

The Applicant's Proposal is provided **(see appendices).**

## COMMENT

Stakeholder Consultation

The application was advertised to surrounding landowners for a period of 28 days in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. This includes providing letters to surrounding landowners, a development sign placed on the verge next to the southern crossover and a notification placed on the Shire's website.

The application was also advertised to Main Roads WA for a period of 42 days in accordance with clause 66 of the *Planning and Development (Local Planning Scheme) Regulations 2015.* Main Roads WA supports the use subject to the upgrading of the southern crossover to an acceptable standard.

Responses received consist of general comments. No objections were received. A schedule of submissions and responses is provided **(see appendices)**.

## PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9) Planning Assessment

The subject property is zoned General Rural. The objectives of the zone are to:

*a) "manage land use changes so that the specific local rural character of the zone is maintained or enhanced;*

*b) encourage and protect broad acre agricultural activities such as grazing and more intensive agricultural activities such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use;*

*c) maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage; and*

*d) provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the General Rural zone."*

A 'Reception centre' is defined as follows under Local Planning Scheme No. 9 (LPS 9):

> *"means premises used for functions or formal or ceremonial occasions but not for un-hosted use for general entertainment purposes;"*

It is also relevant to outline that the Model Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* define a 'Reception centre' as follows:

> *"means premises used for hosted functions on formal or ceremonial occasions;"*

It is noted that both definitions expressly state 'hosted' functions. The landowner has committed to appoint a caretaker/manager as part of this application to be present during events and take responsibility for the implementation of the Operation Management Plan.

A 'Caretaker's dwelling' is defined as follows under LPS 9:

> *"means a dwelling on the same site as a building, operation, or plant or tourist facility, and occupied by a supervisor of that building, operation or plant or tourist facility;"*

A reception centre is an 'A' use in the General Rural zone of LPS 9, which means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with Clause 64 of the Deemed Provisions.

A 'Caretaker's dwelling' use is classed 'D' in the 'General Rural' zone, which means that the use is not permitted unless the local government has granted approval.

The development proposal includes the use of the 'Single house' within the southern section of the lot for overnight accommodation for up to 14 guests associated with the 'Reception centre' land use.

The proposed overnight accommodation is capable of being classified as Hosted Short-Term Rental Accommodation (Hosted STRA) as the caretaker/manager will be residing on the premises during the guests' stay.

Under the *Planning and Development (Local Planning Schemes) Regulations 2015*, as amended by the *Planning and Development (Local Planning Schemes) Amendment (Short-Term Rental Accommodation) Regulations 2024*, Hosted STRA does not require development approval subject to compliance with the *Short-Term Rental Accommodation Act 2024* and applicable registration requirements.

*Planning and Development (Local Planning Schemes) Regulations 2015*

In accordance with Schedule 2, Part 9, Clause 67 of the Deemed Provisions, the local government is to give due regard to a range of matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application. In this instance, the following matters are relevant to the proposal.

*(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*

*(m) the compatibility of the development with its setting, including -*
*(i) the compatibility of the development with the desired future character of its setting;*

*(n) the amenity of the locality including the following -*
*(i) the character of the locality;*
*(ii) social impacts of the development;*

Subject to (a) above, aim (i) of LPS 9 relates to the development proposal:

*(i) Ensure that the use and development of rural land is both compatible and complementary to traditional livestock, grazing and agricultural activities.*

Officer comment

The primary objective of the above Deemed Provisions requires the 'specific local rural character' to be maintained or enhanced.

The existing locality is defined by large broadacre farm landholdings surrounding the subject property and is currently being used for the raising of stock and crops.

The development proposal consists of portable event equipment and mobile services transported to the property before an event and removed thereafter. Only existing approved dwellings, outbuildings and approved transportable structures (worker's accommodation) will remain. It could therefore be argued that the local rural character will largely remain unchanged.

The officer forms the view that the proposed development will not have a substantial impact on the 'specific rural character'.

Amenity is defined under the Deemed Provisions as:

> *"All those factors which combine to form the character of an area and include the present and likely future amenity;"*

The current amenity enjoyed by residents in the locality may have social impacts. The proposed outdoor reception centre has the potential to generate noise associated with amplified music, speeches, patrons and vehicle movements. In this instance, the extensive nature of surrounding rural properties means that the closest dwellings to the proposed reception centre will be approximately 725m, 761m, and 1049m respectively.

Distance from an event or venue is not a regulatory criterion; however, the attenuation provided by distance is inherently reflected in the measured noise levels at the receiving location. The applicant has been requested but has not provided any acoustic assessment or supporting information demonstrating that noise emissions from the proposed use can comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* (the Regulations), or otherwise demonstrating that the use will not adversely affect the amenity of surrounding landowners. The applicant considers the potential for significant adverse impacts on the amenity of neighbouring properties to be low.

Noise levels are prescribed in the Regulations based on the time of day, with the permitted levels reducing from day to evening, then reducing further from evening to night.

In general terms, the noise levels are defined as:

- Daytime levels (loudest permitted levels) – 7:00 am to 7:00 pm;
- Evening levels (reduced levels to daytime) – 7:00 pm to 10:00 pm; and
- Nighttime levels (reduced levels to evening levels) – 10:00 pm to 7:00 am.

The absence of any supporting justification means there remains a degree of uncertainty regarding the operation of the venue, particularly in relation to operating hours (vaguely described to be between 9:00am and 12:00pm), amplified music and especially evening events. Additional information in this regard was requested from the applicant. The opinion of the applicant and landowner remains that significant and adverse impact is likely to be low. However, they have agreed that all formalities will cease at 11:00 pm.

It is to be noted that the northern section of the property is currently used to accommodate mine workers from the Boonannaring mine site. A Noise Management Plan (NMP) is included as a condition. The NMP shall outline how all noise related mitigation measures will be implemented including regarding conflicting land uses on the subject property.

A review of the State Administrative Tribunal (SAT) hearing outcomes on noise impact has found a development commensurate to that proposed. 2021 WASAT 22 concluded that *"the failure to adequately address noise was fatal to the application"* (refusal). In the opinion of the SAT member, *"it was contrary to orderly and proper planning to approve the proposed development in circumstances where it is a fundamental planning issue left unresolved. This is particularly so having regard to the celebratory nature of events such as weddings where music, singing and dancing were routine."*

Accordingly, the condition of approval for an NMP to be prepared by an appropriately qualified consultant is regarded as justified. The NMP will inform the revision of the OMP to include suitable controls on the management of amplified music, orientation of speakers away from neighbouring properties and workers' accommodation, management of patron and mobile services providers and complaint response procedures as per the *Environmental Protection (Noise) Regulations 1997.*

Deemed Provisions

*(s) the adequacy of —*

*(i) the proposed means of access to and egress from the site; and*
*(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles.*

Officer comment

The site is serviced by Brand Highway via two crossovers. The southern crossover will be upgraded to Main Roads WA standards as a condition. The onsite vehicle manoeuvring and car parking area caters for up to 38 vehicles and bus parking is to be accommodated on an existing hardstand area.

Table 3 – Parking requirements under LPS 9 does not make provision for a 'Reception centre'. Planning authorities therefore use the restaurant rate to calculate parking for similar events because:

- Both involve food and beverage service;
- Both uses generate similar arrival and departure patterns; and
- Both can have high peak occupancy.

In this instance, parking is required under the same category as a restaurant or similar place where people gather for food, drink, and events at 1 bay per four persons.

| Parking requirement (Restaurant) | Reception centre maximum guests | Total parking provided |
|---|---|---|
| 1 parking bay / 4 persons | 150 guests | 150/4 = 37.5 (38) |

The application demonstrates the required 38 parking bays on the accompanying site plan.

Local Planning Policy 3.1 – Tourist Development in Rural Areas (LPP 3.1)

LPP 3.1 applies to the General Rural zone. The objective of the policy is to:

*...provide guidelines for the development of tourist facilities in General Rural areas to strengthen the economic base while enhancing the rural character of the area.*

The provisions of the Policy are listed below with officer comments.

*3.1 Tourist developments in rural areas will be considered in either one of two categories:*

*(a) high impact proposals involving significant capital investment or having the potential to conflict with surrounding land uses; and*

*(b) low impact proposals not involving significant capital investment and unlikely to conflict with adjoining land uses;*

Officer comment

The officer is of the opinion that the development falls under category (b) above, substantiated by its temporary nature, setbacks to sensitive land uses, direct vehicular access and the existing land use approvals for a transport depot and workers' accommodation.

Summary

By way of summary of the key issues are:

- The proposed uses are capable of approval within the General Rural zone; and
- The proposal includes an OMP (to be revised) and makes provision for a caretaker/manager to be permanently onsite to enforce the provisions of the OMP.

Based on the information above, the officer is of the view that the development is capable of being supported, subject to conditions.

## RISK IMPLICATIONS

Nil

## STATUTORY/LOCAL LAW IMPLICATIONS

*Planning and Development (Local Planning Schemes) Regulations 2015*

Local Planning Scheme No. 9

## POLICY IMPLICATIONS

Local Planning Policy 3.1 – Tourist Development in Rural Areas

## BUDGET IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2026-2036

| | |
|---|---|
| **Aspiration** | 3. Local Connection and Shire Wide Opportunities |
| **Strategic Objective** | 3.2 Promote and Activate Positive Aspects of Communities |

## VOTING REQUIREMENTS - SIMPLE MAJORITY

OFFICER RECOMMENDATION

MOVED: Councillor Kestel SECONDED: Councillor Hyne

That Council grant Development Approval for a 'Reception Centre' and 'Caretaker's Dwelling' on Lot 201 (3050) Brand Highway, Ginginup subject to the following conditions:

1. The development plans, together with any requirements and annotations detailed thereon, are the plans and documents approved as part of this application and shall form part of the development approval issued;

2. This approval is granted for use of the southern section of the property as a 'Reception Centre' for hosted wedding events, corporate functions and events similar in nature, but excludes music festivals or concerts, public ticketed events or large community or cultural festivals;

3. This approval is granted for a 'Caretaker's Dwelling' within the northern precinct;

4. A Noise Management Plan is to be prepared by a suitably qualified consultant and submitted to the Shire for approval prior to commencement of the use. The Noise Management Plan shall outline how all noise-related mitigation measures will be implemented to achieve compliance with the *Environmental Protection (Noise) Regulations 1997* and reduced impact on conflicting land uses on the subject property. Measures detailed in this Plan shall be maintained and complied with in perpetuity;

5. The Operation Management Plan dated April 2026 must be revised and submitted to the Shire for approval prior to the commencement of the use, including:

   a. The 'Reception Centre' is restricted to a maximum of 150 guests per event;
   b. Formalities cease at 11.00pm; and

c. Mitigating measures detailed by the Shire-approved Noise Management Plan;

6. The Hosted Short-Term Rental Accommodation is restricted to the 'Single House' dwelling located within the southern section and the 'Holiday Accommodation' dwelling in the northern section only.

7. The 'Workforce Accommodation' within the northern precinct is not to be used for short stay accommodation associated with the 'Reception Centre' use;

8. Caravan accommodation and/or camping by guests is not permitted on the property;

9. Any external lighting must be designed, baffled and located to prevent any adverse effect on adjoining land to the satisfaction of the Shire of Gingin;

10. The operator is required to keep up to date records of event and patron numbers and shall provide the Shire of Gingin with a copy of such records within 14 days upon written request;

11. Prior to commencement of the approved use, the landowner/applicant shall demonstrate to the satisfaction of the Shire of Gingin that road intersection upgrades to the southern crossover are completed to the satisfaction of Main Roads Western Australia; and

12. Prior to commencement of the approved use, the required 38 car parking spaces, bus parking, parking spaces for mobile service providers and dedicated parking space for people with disability must be marked and maintained in accordance with the relevant Australian/New Zealand Standard.

13. The applicant to submit plans of the dwelling located in the southern section of the lot for approval by the Shire of Gingin, prior to commencement of the use. The plans shall be to scale and clearly depict all details, and material finishes of the building, including but not limited to room uses, bedrooms and bed numbers, to the satisfaction of the Shire of Gingin.

ADVICE NOTES:

Note 1: If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision, under Part 14 of the *Planning and Development Act 2005*.

Note 2: Where approval has lapsed, no development may be carried out without further approval of the local government having first been sought and obtained.

Note 3: The landowner/manager will be responsible for organising professional contractors to install and remove portable ablutions and dispose of all waste in line with the required health standards. The number of ablutions will be in accordance with the Guidelines on the Application of the *Health (Public Buildings) Regulations 1992*. The ablutions will not be located within 30m of Wallering Brook.

Note 4: Regarding Condition 6, the accommodation may be subject to the National Construction Code requirements for accommodation. If used as Short-Stay Rental Accommodation, the *Short-Stay Rental Accommodation Regulations 2024* may require modifications to the building/dwelling and licensing as per the Regulations.

**AMENDMENT MOTION**

**MOVED: Councillor Kestel SECONDED: Councillor Peczka**

**That Council amend the motion by substituting Condition 4 with the following:**

**4. Within 18 months from the date of this approval, a Noise Management Plan prepared by a suitably qualified consultant is to be submitted to the Shire of Gingin for approval. The Noise Management Plan is to outline the noise mitigation measures implemented by the development to ensure compliance with the Environmental Protection (Noise) Regulations 1997. The approved Noise Management Plan is to be implemented thereafter for the life of the development;**

**CARRIED UNANIMOUSLY**
**6 / 0**

**FOR:** *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*
**AGAINST:** *Nil*

Reason

To afford the suitably qualified acoustic consultant to monitor events within the 18-month period, to ensure the subsequent Noise Management Plan has been prepared having regard to the on-ground reality of events held on the subject land.

COUNCIL RESOLUTION

MOVED: Councillor Kestel SECONDED: Councillor Hyne

That Council grant Development Approval for a 'Reception Centre' and 'Caretaker's Dwelling' on Lot 201 (3050) Brand Highway, Ginginup subject to the following conditions:

1. The development plans, together with any requirements and annotations detailed thereon, are the plans and documents approved as part of this application and shall form part of the development approval issued;

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5. The Operation Management Plan dated April 2026 must be revised and submitted to the Shire for approval prior to the commencement of the use, including:

   a. The 'Reception Centre' is restricted to a maximum of 150 guests per event;

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6. The Hosted Short-Term Rental Accommodation is restricted to the 'Single House' dwelling located within the southern section and the 'Holiday Accommodation' dwelling in the northern section only.

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8. Caravan accommodation and/or camping by guests is not permitted on the property;

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11. Prior to commencement of the approved use, the landowner/applicant shall demonstrate to the satisfaction of the Shire of Gingin that road intersection upgrades to the southern crossover are completed to the satisfaction of Main Roads Western Australia; and

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13. The applicant to submit plans of the dwelling located in the southern section of the lot for approval by the Shire of Gingin, prior to commencement of the use. The plans shall be to scale and clearly depict all details, and material finishes of the building, including but not limited to room uses, bedrooms and bed numbers, to the satisfaction of the Shire of Gingin.

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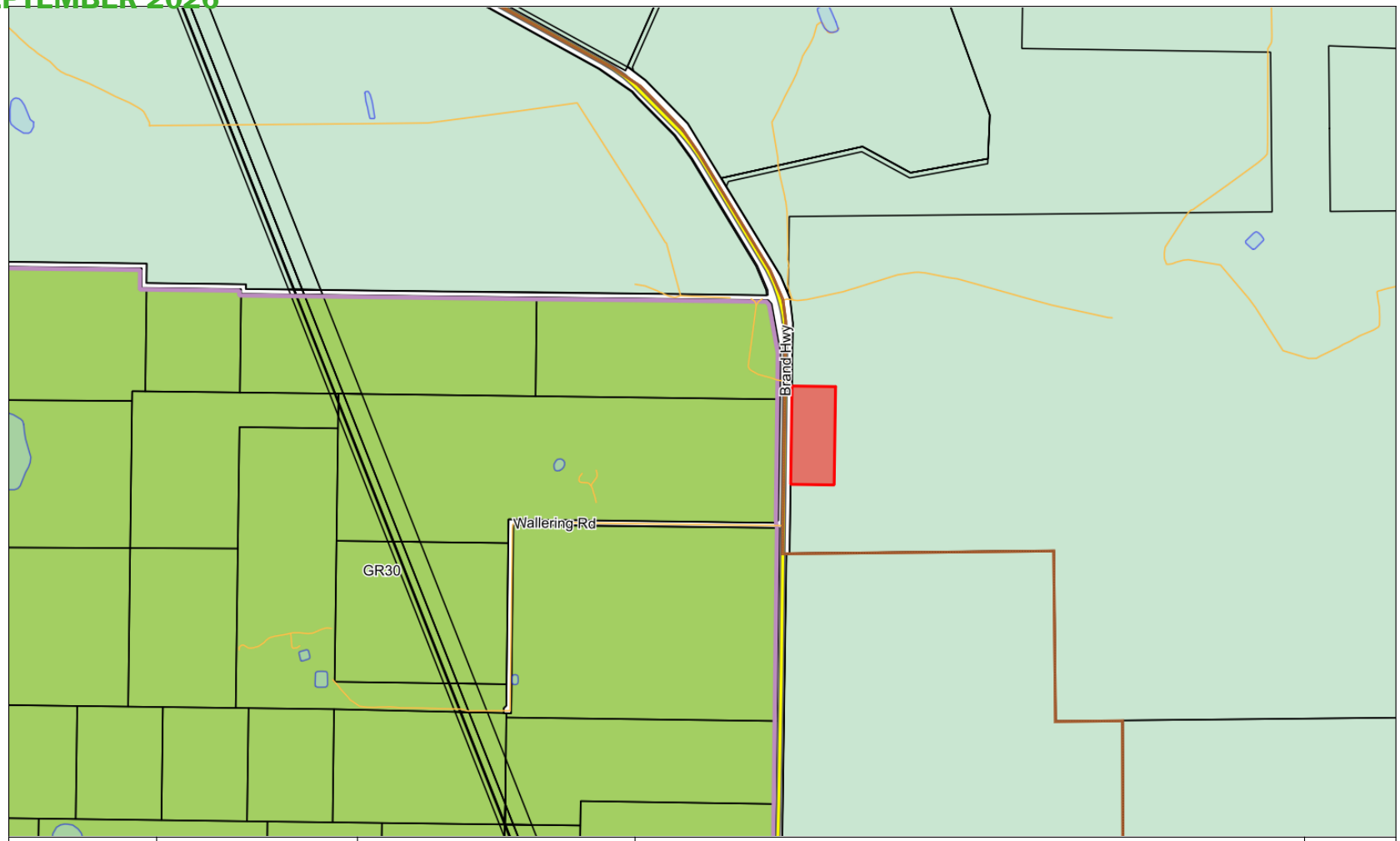
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CARRIED UNANIMOUSLY
6 / 0

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Hyne, Councillor Peczka, Councillor Vis and Councillor Woods*

AGAINST: *Nil*




SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

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255 Vins Way
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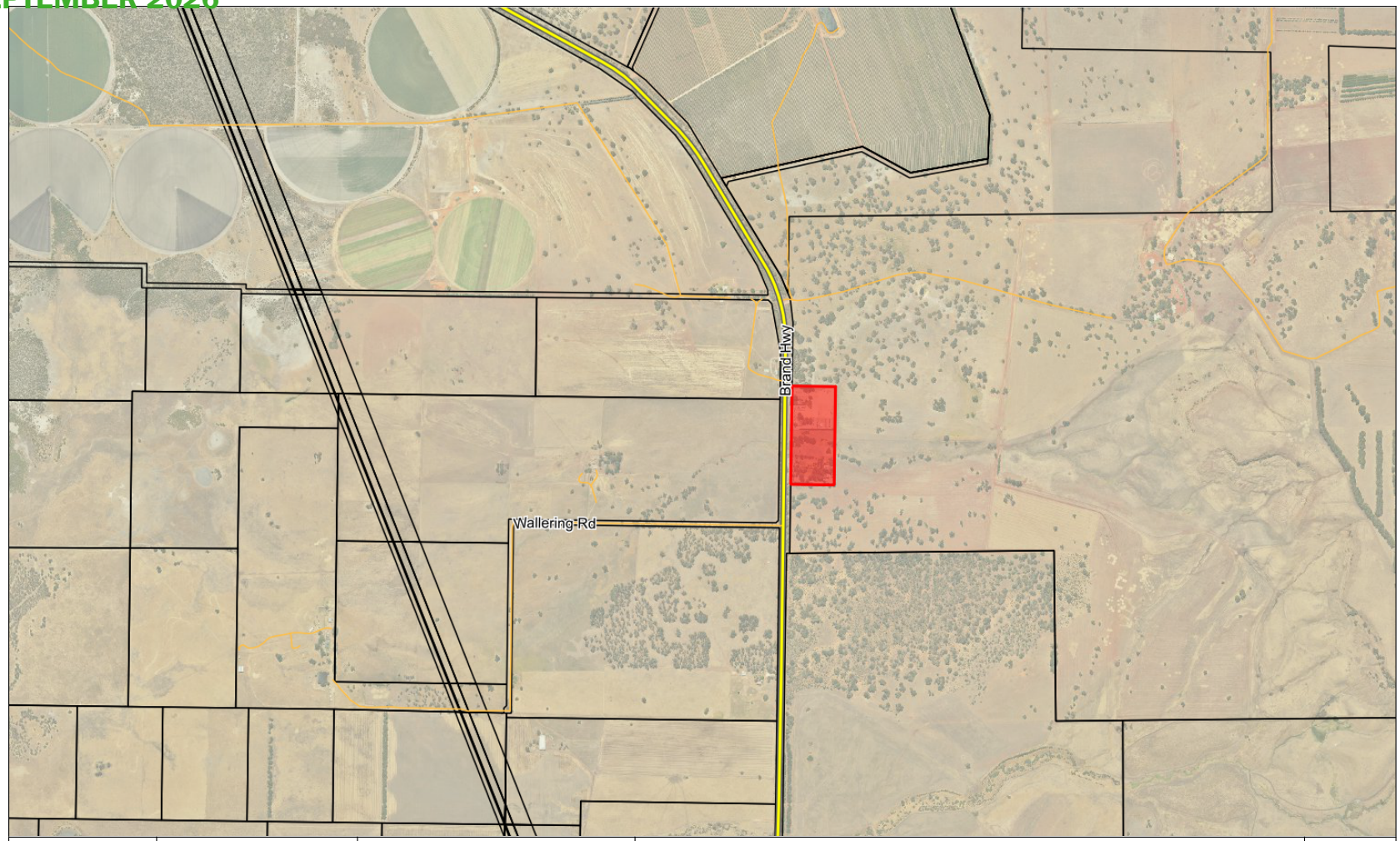
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Lot 201 - Locality Plan

Scale: 1:21947

Date: 24/08/2026

N




SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

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Lot 201 - Aerial Image

Scale: 1:21947

Date: 24/08/2026

N



TECON

# PLANNING REPORT

3550 BRAND HIGHWAY, GINGINUP

OCTOBER 2025

[redacted]

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This Planning Report has been prepared by Tecon Australia for the proposed used at 3550 Brand Hwy, Ginginup

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# Overview

## Project Description

The site currently has multiple uses approved and operating across the property.

The owner seeks to apply to have further uses "caretaker dwelling" and "reception centre" approved to facilitate the hosting of ceremonies and special events (i.e. weddings) at the southern portion of the property. The use "caretaker dwelling" is the facilitate an onsite manager that overseas all uses operating across the site.

## The Site and Land Tenure

The site is within the locality of Ginginup, within the Shire of Gingin Local Government area. The property contains an area of 7.1 ha and is located on Brand Highway approximately 6km north of the townsite of Gingin.

**Table 1** below provides a summary of the land ownership details at the time of preparing this Development Application.

| Lot Number / Street Address | Volume/Folio | Landowner | Lot Area (ha) |
|---|---|---|---|
| **Lot 201 (No.3550) Brand Highway, Ginginup** | 2223/408 | Western Sun Nominees Pty Ltd | 7.1 |

**Table 1: Land Ownership**

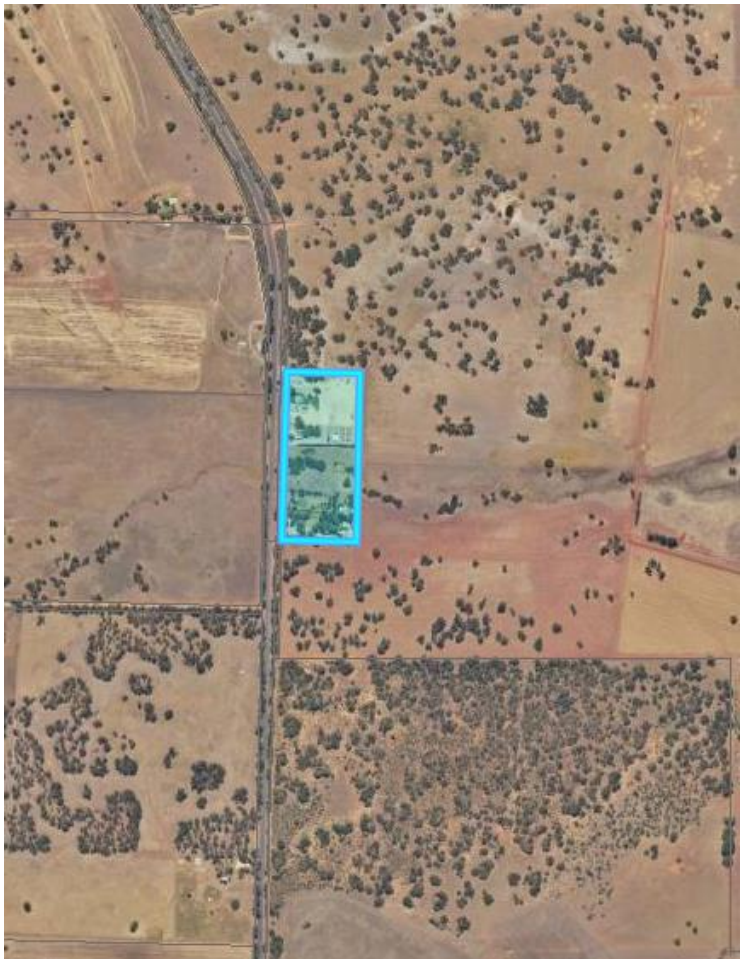


*Figure 1: Site Aerial/Location*

## Description of proposed works and/or land use:

No works are proposed as part of this application. The application seeks to add the following land use classifications to the site:

- Caretaker dwelling;
- Reception centre.

Caretaker Dwelling is applied to a transportable unit located in the northern portion of the site and Reception Centre relates to the use of the land for such a purpose.

## Nature of any existing buildings and/or land use:

The site is effectively developed into two precincts.

The northern precinct currently contains an existing single house, a number of transportable dwellings associated with an approved transport depot use as well as a number of transportable units associated with the 'workforce accommodation'.

The southern precinct comprises a residential dwelling, office and storage (associated with previous planning approvals for the site).

The surrounding area is largely rural land. Minimal pockets of vegetation exist on the property.

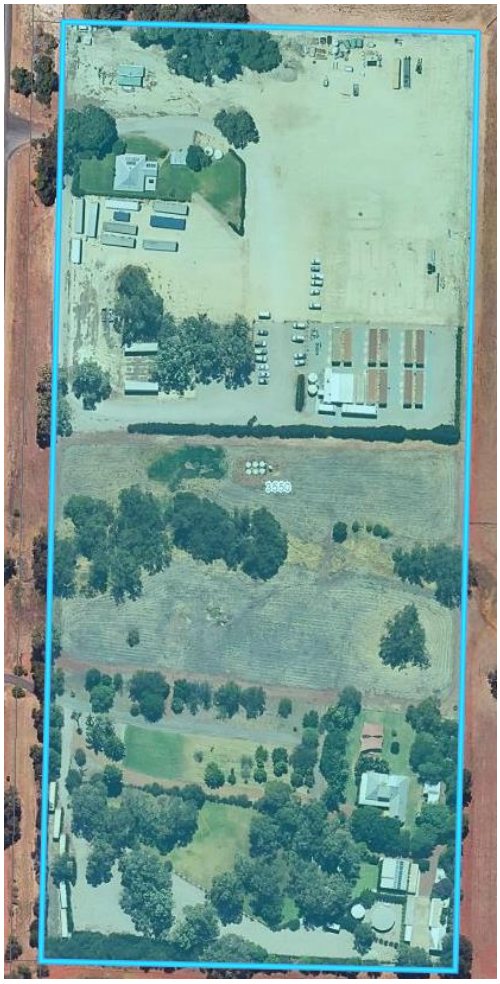


*Figure 2: Site Aerial/Location- close up*

# Planning Consideration

## Shire of Gingin Local Planning Scheme No.9

The aims of the Shire of Gingin Local Planning Scheme include —
*(k) Ensure that agricultural and urban land uses can be co-located efficiently with minimal conflict.*
*(l) Promote processing and value adding industries to be located within the Shire.*
*(n) Facilitate increased demand and diversification of local service industries.*
*(o) Promote Gingin Shire as an opportune location for regional development of industry, infrastructure and other specialised regional facilities.*

The proposed uses make effective use of the existing development on site in a way that enables co-location without conflict. The introduction of a caretaker dwelling enables an onsite manager to be present on site at all times, coordinating and overseeing the use of the property for the various approved uses.

The support of this DA ultimately assists the Shire in promoting the regional development of the area, supports diversification of landuses and value adds to the town by way of bringing additional people into the town. This ultimately supports the aims of the Local Planning Scheme.

*Zoning*
Lot 201 Brand Highway is zoned 'General Rural' by the Shire of Gingin Local Planning Scheme No 9 with an "Additional Use" overlay being related to the workforce accommodation.

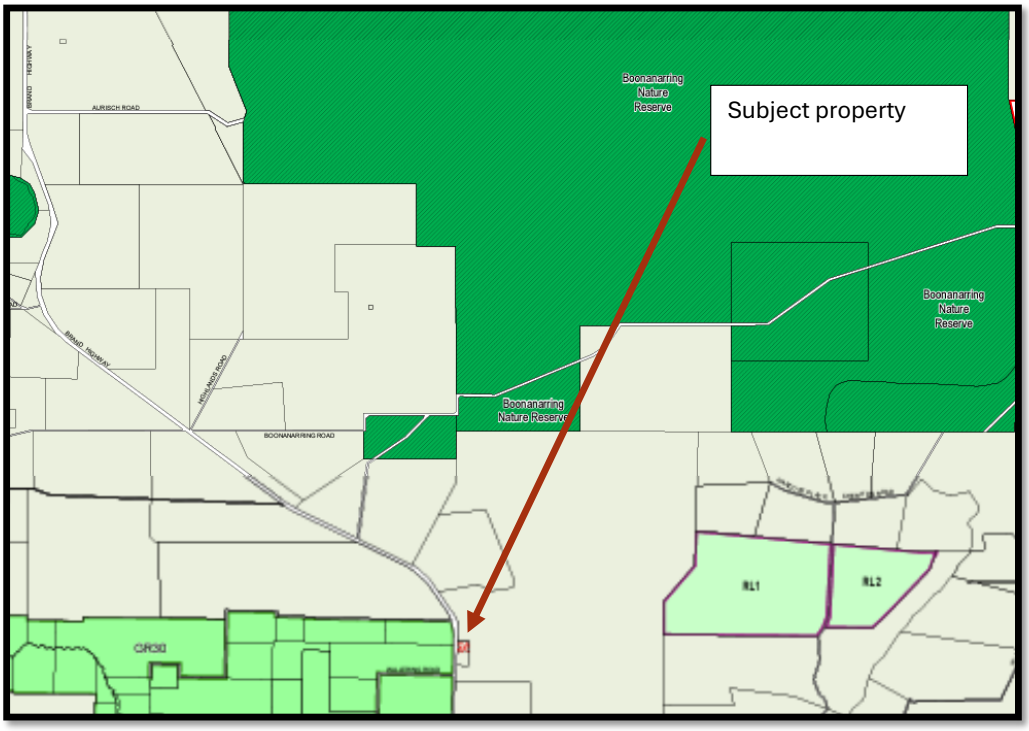



*Figure 3: Excerpt from Shire of Gingin LPS No.9*

The objectives of the General Rural zone are to:

(a) *Manage land use changes so that the specific local rural character of the zone is maintained or enhanced;*
(b) *Encourage and protect broad acre agricultural activities such as grazing and more intensive agricultural activities such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use;*
(c) *Maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage; and*
(d) *Provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the General Rural zone.*

The landuse, although not a broad acre agricultural activity, will not impede the site from continuing to operate as it is currently.

## Shire of Gingin Local Planning Strategy (LPS)

The Shire of Gingin LPS is a planning tool that sets out the longer term direction for land use and development within the munipality of Gingin.

The Strategy was adopted in 2012 and is intended to express Council's vision for the Shire over a 15-20 year period.

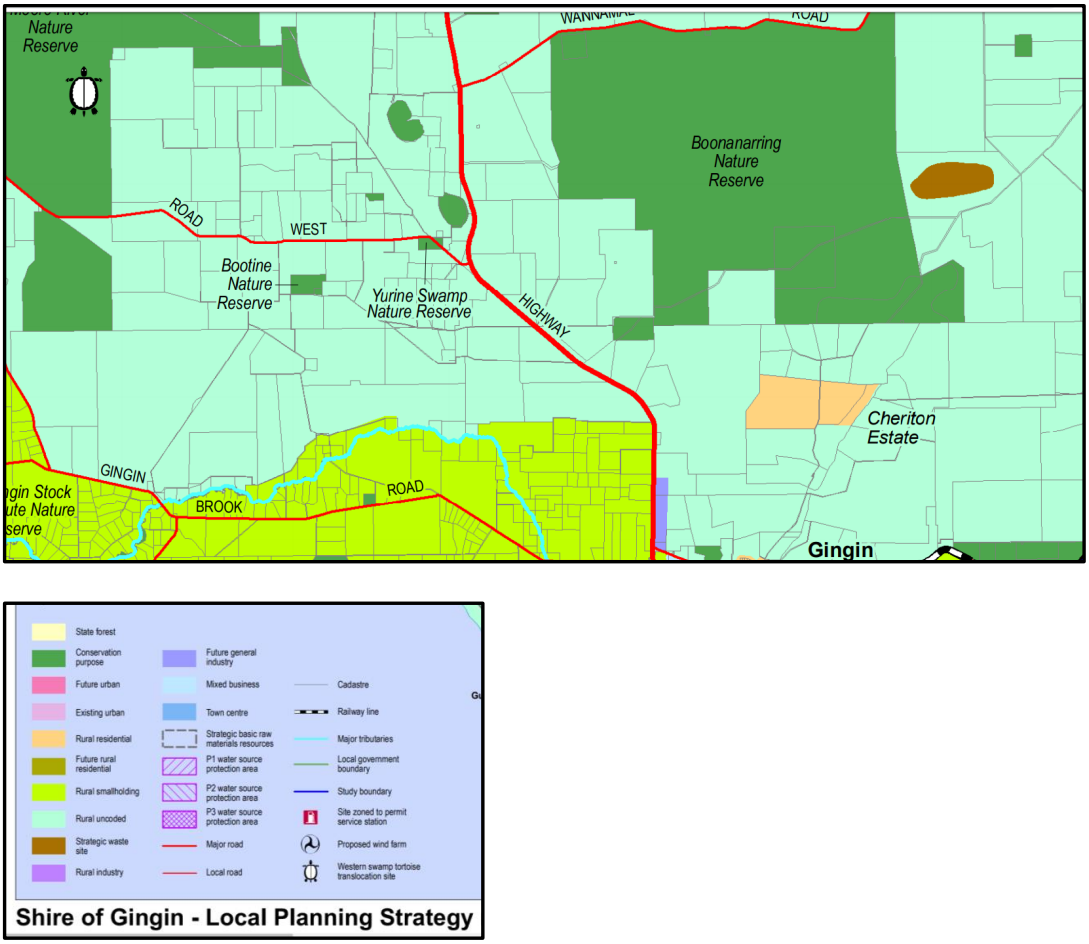



*Figure 4: Excerpt from Shire of Gingin Local Planning Strategy*

The subject site is designated 'Rural' uncoded by the LPS.

At 7.1ha and developed with various approved uses, the subject land has limited use for large scale agriculture.

The proposed development application, in applying the use – caretaker dwelling, does not impede the site from operating as it currently does or into the future with a use consistent with the base 'general rural' zoning.

## Proposed Land Use/Development

The proposal seeks approval for the land uses 'caretakers dwelling' and 'reception centre' to be applied to the site.

These uses are defined as:

| | |
|---|---|
| **caretaker's dwelling** | means a dwelling on the same site as a building, operation, or plant or tourist facility, and occupied by a supervisor of that building, operation or plant or tourist facility; |

| | |
|---|---|
| **reception centre** | means premises used for functions on formal or ceremonial occasions but not for unhosted use for general entertainment purposes; |

The existing approved uses will continue to operate on site and will not be impacted upon by the proposed application.

The owner wishes to use the landscaped grounds of southern portion of the property to host (as a venue for hire) private events such as Wedding Ceremonies and Receptions. Marquees and portable facilities (including portable ablutions, food trucks etc) will be brought to the property to host any event and then removed from site (i.e. no permanent marquees will remain on site). These independent operators will all be compliant with their own applicable licenses.

The site will be managed by an onsite caretaker, who will oversee the operations at the existing workers accommodation operation as well as be available as an onsite manager for any hosted reception.

The main dwelling, located in the southern portion of the site, can be used as hosted accommodation. Having an onsite manager/caretaker enables consideration as Hosted STRA (Short Term Rental Accommodation) that will be utilised for destination type weddings enabling both the wedding ceremony and accommodation all to occur on the same property.

The following matters are additionally addressed in the context of the current and proposed ongoing development:

*Parking and Vehicle Movements*

Two crossovers exist at either end of the property, separated by approximately 235m (centreline to centreline.

Main Roads approval was sought for driveway and crossover construction as part of the 2020 approval for the northern area of the site.
This will be maintained and associated with the workforce camp and caretaker residence.

The southern crossover is for the exclusive use of the existing dwelling. This would be the sole access point to access the proposed reception centre grounds. As demonstrated on the site plan, there is existing hardstand area for guest parking.

The existing crossover will continue to be utilised and as can be seen in the below images, have clear site lines to the highway. Given the site has an existing development approval to operate as a transport depot and workforce accommodation, the increase of vehicles entering Brand Highway is considered negligible.




*Figure 5: Clear sight lines of Brand Highway*




*Figures 6 & 7: Sightlines and existing vehicle crossover*

*Visual Amenity*
The development does not involve a works component and utilises the existing structures or grounds.

The development is set back from Brand Highway greater than the required 20 metres as stipulated under Table 2 – Site Requirements of the Shire of Gingin Local Planning Scheme No.9.

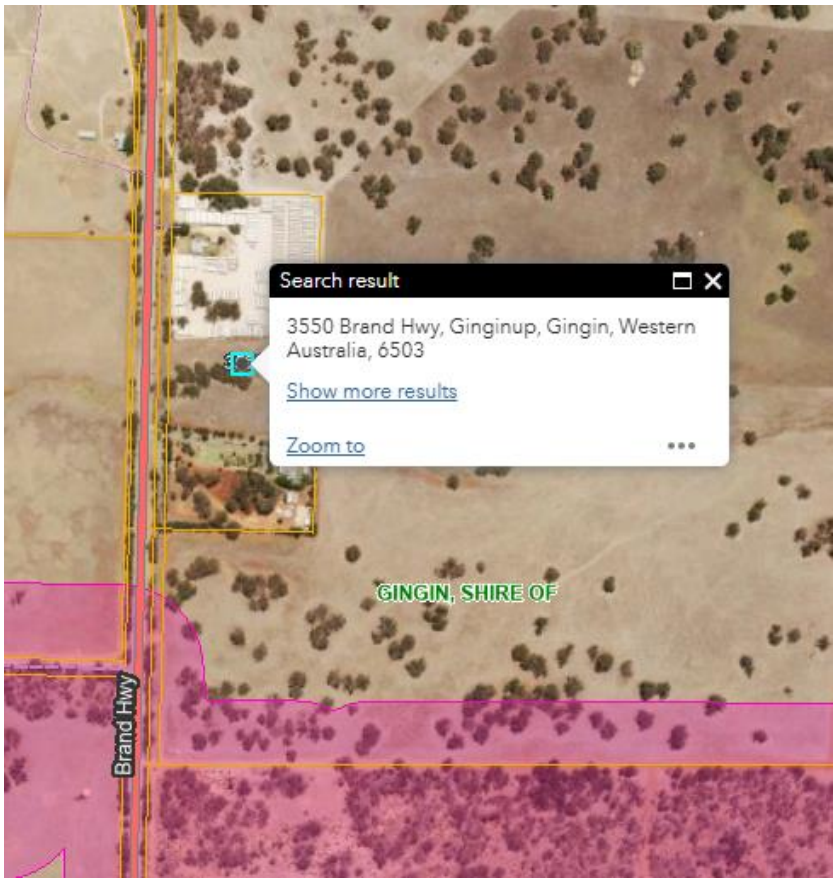
*Impact on Surrounding Amenity*

The impact on the surrounding area has been considered as part of this proposal and measures, such as the implementation of an onsite caretaker have been undertaken to ensure there is a designated point of contact at all times.
Noise is not anticipated to be an issue. Noise is governed by the noise regulations and with the nearest residential dwelling being located 900m away, it is expected that all noise levels will be complied with.
Hard waste removal after any event will be through private contractor to ensure no rubbish remains on the grounds.

## State Planning Policies

### SPP 3.7 Planning in Bushfire Prone Areas

At the time of preparation of this application the site has not been mapped as being bushfire prone and therefore application of this policy is not required.

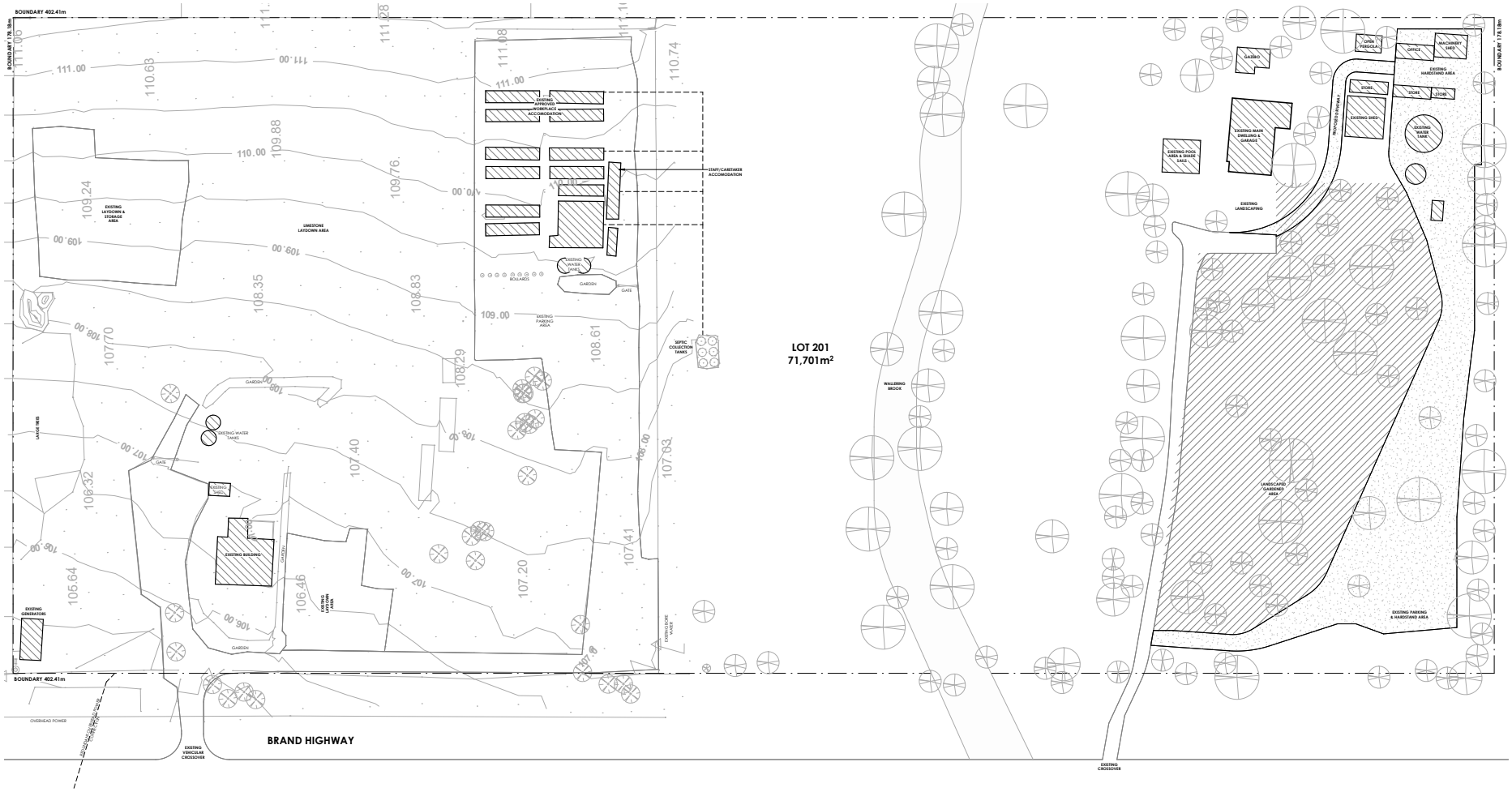



## Conclusion

We respectfully request the subject application be considered and that conditional Development Approval be issued for the proposal.

Should any additional information be required, please don't hesitate to contact the office.

# PROPOSED CARETAKER RESIDENCE & RECEPTION CENTRE
## LOT 201 (#3550) BRAND HIGHWAY, GINGINUP, WA 6503




OVERALL PROPOSED SITE PLAN
1 : 500

NORTH

SCALE 1:500

1/14 Casuarina Drive, Bunbury 6230 | P. 08 9721 2526 | bunbury@hargreaves.design | www.hargreaves.design | find us on Facebook

HARGREAVES DESIGN GROUP

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| No. | DESCRIPTION | DATE |
|---|---|---|
| A | FOR CLIENT REVIEW | 28.01.25 |
| B | FOR CLIENT REVIEW | 07.08.25 |
| C | FOR CLIENT REVIEW | 21.08.25 |
| D | FOR CLIENT REVIEW | 27.10.25 |

**project name:**
LOT NO. 201 BRAND HIGHWAY, GINGINUP
FOR MR. MOFFAT

PROPOSED SITE PLAN

| | |
|---|---|
| job no.: | 24-05785 |
| date: | DEC 2024 |
| current revision | D |
| drawn: | JJH |
| checked: | MF |
| sheet number | A001 |
| scale: | 1 : 500 ON A1 SHEET |

BUILDER MUST CHECK AND CONFIRM EXISTING LEVELS ON SITE PRIOR TO COMMENCING ANY WORKS. REPORT ANY DISCREPANCIES TO THE SUPERINTENDENT AND SEEK INSTRUCTION PRIOR TO PROCEEDING. BUILDER MUST VERIFY ALL DIMENSIONS ON SITE PRIOR TO THE COMMENCEMENT OF ANY WORK OR THE PRODUCTION OF ANY SHOP DRAWINGS. REPORT ANY DISCREPANCIES TO THE SUPERINTENDENT AND SEEK INSTRUCTION PRIOR TO PROCEEDING. ALL WORKMANSHIP AND MATERIALS TO BE IN ACCORDANCE WITH THE MOST CURRENT BUILDING REGULATIONS AND RELEVANT N.C.C CODES AND AUSTRALIAN STANDARDS INCLUDING AMENDMENTS.
THE AUTHORIZED REQUIREMENTS OF LOCAL AUTHORITIES AND OTHER STATUTORY AUTHORITIES ARE TO BE COMPLIED WITH.
ANY VARIATION FROM WHAT IS SHOWN ON THE DOCUMENTATION MAY JEOPARDISE COMPLIANCE AND DESIGN INTEGRITY UNLESS PRIOR APPROVAL IS SOUGHT. BUILDER TO ALLOW FOR ALL FEES TO CHECK SHOP DRAWINGS.
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**OPERATION MANAGEMENT PLAN**

**RECEPTION CENTRE**

**LOT 201 (3550) BRAND HIGHWAY, GINGINUP**



*Prepared for and on behalf of Western Sun Nominees Pty Ltd*

*April 2026*

**Introduction**

This Operations Management Plan (OMP) outlines the operational framework and management strategies for the proposed Reception Centre. The purpose of this document is to demonstrate that the facility will be managed safely, responsibly, and in a manner that protects the amenity of the surrounding community while providing a high-quality, well-supervised environment for guests and staff.

The primary focus of the Reception Venue is to provide a space for destination weddings.

The OMP details the systems and procedures that will guide the day-to-day functioning of the Reception Centre, including, site supervision, guest management, safety protocols and incident response. It also sets out the centre's commitment to maintaining compliance with all relevant legislation, local planning requirements, and operational conditions imposed as part of the approval process.

The Reception Centre will operate under a structured management model with an onsite manager responsible for overseeing all activities, ensuring adherence to behavioural expectations, and maintaining a safe and welcoming environment. This plan provides clear guidance on how the centre will prevent and manage potential impacts such as noise, traffic, anti-social behaviour, and community concerns.

Overall, the Operations Management Plan is intended to give decision-makers confidence that the Reception Centre will be operated to a high standard, with robust controls in place to support guest wellbeing, uphold community expectations, and ensure the facility integrates harmoniously within its local context.

A copy of the OMP will be provided to all guests of the property.

**Reception Spaces**

*The Pavilion* – Located within the garden. Large lawn space to fit 100 + guests.



*The Secret Garden* – Located within the garden. Large lawn space to fit 100+ guests.



*The Grand Lawn* - On entry to the venue. Large lawn space with capabilities to fit a marquee.



*The Gallery Room* – an existing outbuilding/shed that acts as a multipurpose blank canvas space that can be used as a reception space with access to outdoors.



Operating Hours and Days

7 days from 9am till 12 midnight.

(Predominantly Thursday to Sunday 9am till 12 midnight).

Receptions for weddings are primarily held either over a lunchtime/early afternoon event, or dinner/evening event.

Capacity

Maximum capacity of 150 persons.

Current wedding trends show an average of 80-88 persons. It is expected that most events would be in the order of this number of guests, however a maximum of 150 is provided as an upper limit.

Music and Noise

The Environmental Protection Act 1986 (the Act) and the Environmental Protection (Noise) Regulations 1997 (the Regulations) deal with noise. In accordance with the associated legislation, it is an offence to create unreasonable noise.

All noise from amplified sources will be monitored and controlled by on site caretaker/manger to meet the required noise levels relevant to the time of the day/night.

Guest Accommodation

The Wallering Park Homestead on site provides accommodation for 10-14 people, in addition the White House (formerly The Purple House B&B) provides additional accommodation.

The town of Gingin provides:

- a Hotel with both Hotel style accommodation and Motel accommodation
- Caravan Park Roadhouse has cabins and powered sites
- Willowbrook accommodation provides powered sites
- In and around Gingin there are many short-term accommodation options.

Parking

Onsite parking is provided however all enquiries are met with a bus in and bus out option to provide a coordinated, safe and efficient transport option.

**Function Facilities & Services**

Catering

Guests will organize their own caterers for the event. These catering businesses must comply with all relevant codes of practice and be appropriately licensed, this will be verified by Venue management and owner

No sale or supply of Alcohol

Event holders shall be made aware that under no circumstances will the landowner sell or supply alcohol to guests for any wedding event held on the property. Event holders must seek prior consent from the landowner to:

• supply alcohol (i.e. bring your own) to their guests provided that there is no sale (as defined by the Liquor Control Act 1988) of the alcohol to be consumed, and/or

• permit guests to bring their own alcohol to consume on the premises for the event. In supplying alcohol to guests, event holders are expected to ensure that:

• they have obtained any Local Government approvals,

• the consumption of alcohol is by guests of legal drinking age (18 and over),

• the consumption of alcohol is moderated so that no guest shall be heavily intoxicated,

• there is adequate supply of free drinking water for guests, and

• safe drink and driving practices are enforced (i.e. no drink driving).

Notwithstanding the above, the landowner reserves the right to withdraw consent for the consumption of alcohol on the property.

Sale and Supply of Alcohol by a licensed caterer.

A licensed caterer (that is hired by the event holder) is permitted to supply and/or sell alcohol provided that the caterer:

- has a "special facility licence – catering" (or equivalent) to sell and supply alcohol from the Department of Local Government, Sports and Cultural Industries (or relevant), and
- has obtained an "Occasional Liquor License" (or equivalent) from the Department of Local Government, Sports and Cultural Industries (or relevant).

Notwithstanding the above, the landowner reserves the right to withdraw consent for the consumption of alcohol on the property.

Effluent Disposal

The landowner is not proposing to install any new septic systems relating to this land use, rather the landowner will organise non-permanent portaloos on behalf of the event holders. These portaloos will be transported, positioned and removed by a trained professional contractor who will dispose of the waste in line with the required provisions and health standards.

The portaloos will not be located within 30m of Wallering Brook to ensure there is an appropriate separation of the proposed use and the existing watercourse. Due to the temporary nature of the portaloos and the proposed setback of the toilets from Brook, there will be no impact to the surrounding environment.

The number of Portaloo that will be provided by the event organisers will be in accordance with the Guidelines on the Application of the Health (Public Buildings) Regulations with a breakdown of these requirements provided below:

| Total Attendance | Male | Female | Universal | Hand Basins | Total Requirement |
|---|---|---|---|---|---|
| 1-50 | Toilet – 1<br>Urinal -1 | Toilet – 1 | 1 Unisex | 1 Basin | 3 Toilets<br>1 Urinal<br>1 Basin |
| 50-100 | Toilet – 1<br>Urinal – 1 | Toilet – 2 | 1 Unisex | 1 Basin | 4 Toilets<br>1 Urinal<br>1 Basin |

Waste Management

Hard waste removal after any event will be through a private contractor to ensure no rubbish remains on the grounds.

**Complaints Procedure & Control of Anti-social behavior**

The site will be managed by an onsite caretaker, who will oversee the operations at the existing workers accommodation operation as well as be a formal onsite manager for any hosted reception.

The onsite manager will oversee the private contractors bumping in and out of site for an event.

Complaints Procedure

*1. Purpose*

The following procedure ensures that all complaints relating to the Hosted Reception Centre, its guests, staff, or operations are managed promptly, fairly, and transparently. It provides a clear pathway for community members, guests, and stakeholders to raise concerns and receive timely responses.

*2. How Complaints Can Be Made*

Complaints may be submitted through:

- **Onsite Manager** (in person during operating hours)
- **Telephone** (dedicated contact number for the centre)
- **Email** (monitored inbox for community and stakeholder concerns)
- **Written correspondence** delivered to the centre

Clear signage will be displayed at the centre with contact details for lodging complaints.

*3. Complaint Logging*

Upon receipt, the Onsite Manager will:

- Record the complaint in the **Complaints Register** (date, time, complainant details if provided, nature of complaint, and any immediate actions taken)
- Acknowledge receipt within **48 hours** (where contact details are provided)
- Assess the urgency and potential risk associated with the complaint

*4. Investigation Process*

The Onsite Manager will:

- Review the circumstances of the complaint
- Interview relevant staff or guests where appropriate
- Review CCTV footage or access logs if relevant
- Consult external agencies if required (e.g., police, security contractors, local council)

*5. Response and Resolution*

A written or verbal response will be provided to the complainant within **10 business days**, outlining:

- Findings of the investigation
- Actions taken or proposed
- Any follow-up monitoring or changes to procedures

Where a complaint cannot be resolved immediately, the complainant will be kept informed of progress.

*6. Escalation*

If the complainant is dissatisfied with the outcome, the matter may be escalated to:

- The Centre Operator's senior management
- Relevant government departments or oversight bodies (depending on the nature of the complaint)

*7. Reporting and Review*

- The Complaints Register will be reviewed monthly by senior management to identify trends or recurring issues.
- Significant complaints will be included in periodic reporting to relevant authorities as required by licence or approval conditions.
- Procedures will be updated as needed to address systemic issues.

Control of Anti-Social Behaviour

*1. Purpose*

To ensure the safety, wellbeing, and comfort of guests, staff, and the surrounding community by preventing, managing, and responding to anti-social behaviour associated with the Hosted Reception Centre.

2. *Definition of Anti-Social Behaviour*

Anti-social behaviour includes, but is not limited to:

- Aggressive, threatening, or violent conduct
- Excessive noise or disruptive behaviour
- Public intoxication or substance misuse
- Vandalism or property damage
- Harassment of staff, guests, or neighbours
- Loitering or congregating in a way that impacts local amenity

*3. Preventative Measures*

The centre will implement the following strategies:

- **Onsite Manager present at all times** during operational hours
- **Clear house rules** communicated to all guests upon arrival
- **Behavioural expectations** included in guest agreements
- **CCTV coverage** of entry points and common areas
- **Controlled access** to the building (e.g., swipe cards, sign-in/out)
- **Regular patrols** of internal and external areas by staff
- **Environmental design** to discourage loitering (lighting, landscaping, seating layout)

*4. Management of Incidents*

When anti-social behaviour occurs:

1. **Early Intervention** Staff will engage calmly with the individual to de-escalate the situation and remind them of behavioural expectations.
2. **Formal Warning** If behaviour continues, the Onsite Manager will issue a verbal or written warning and record the incident.
3. **Behavioural Contract or Support Plan** For recurring issues, a tailored plan may be implemented, including referrals to support services.
4. **Removal from Premises** If behaviour poses a risk to others or cannot be resolved, the individual may be asked to leave the premises in accordance with centre policy.
5. **Emergency Response** Police or emergency services will be contacted immediately if there is a threat to safety, criminal activity, or serious disturbance.

*Communication with Neighbours and Community*

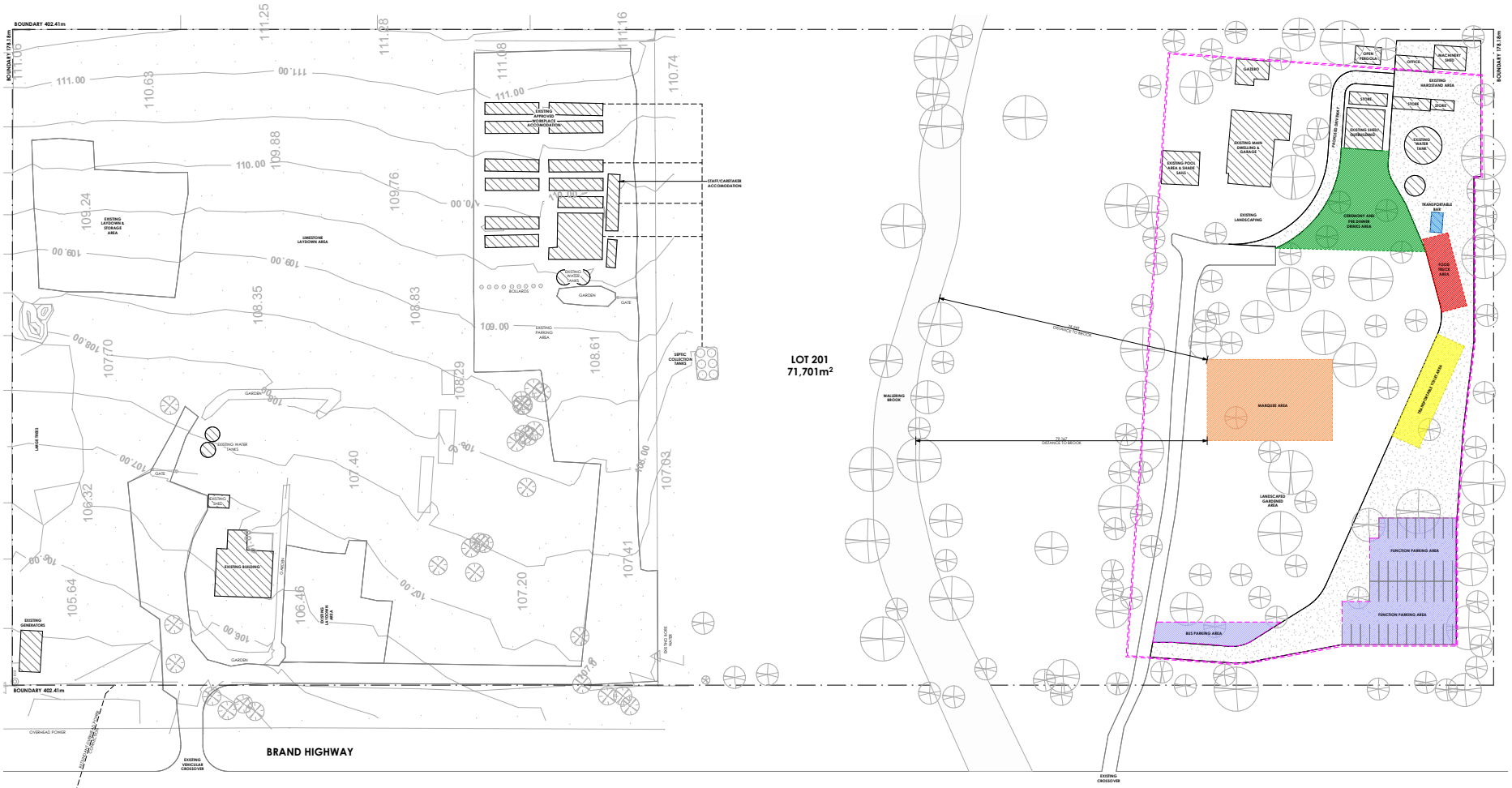
- A **community contact number** will be available for reporting concerns.
- The Onsite Manager will maintain **positive relationships** with neighbouring residents and businesses.
- Significant incidents affecting the community will be communicated proactively where appropriate.

*6. Documentation*

All incidents of anti-social behaviour will be recorded in the **Incident Register**, including:

- Date and time
- Individuals involved
- Description of behaviour
- Actions taken
- Any follow-up required

## PROPOSED CARETAKER RESIDENCE & RECEPTION CENTRE
## LOT 201 (#3550) BRAND HIGHWAY, GINGINUP, WA 6503




OVERALL PROPOSED SITE PLAN
1 : 500

NORTH

0 5 10 15 20 25 37.5 50 75
SCALE 1:500

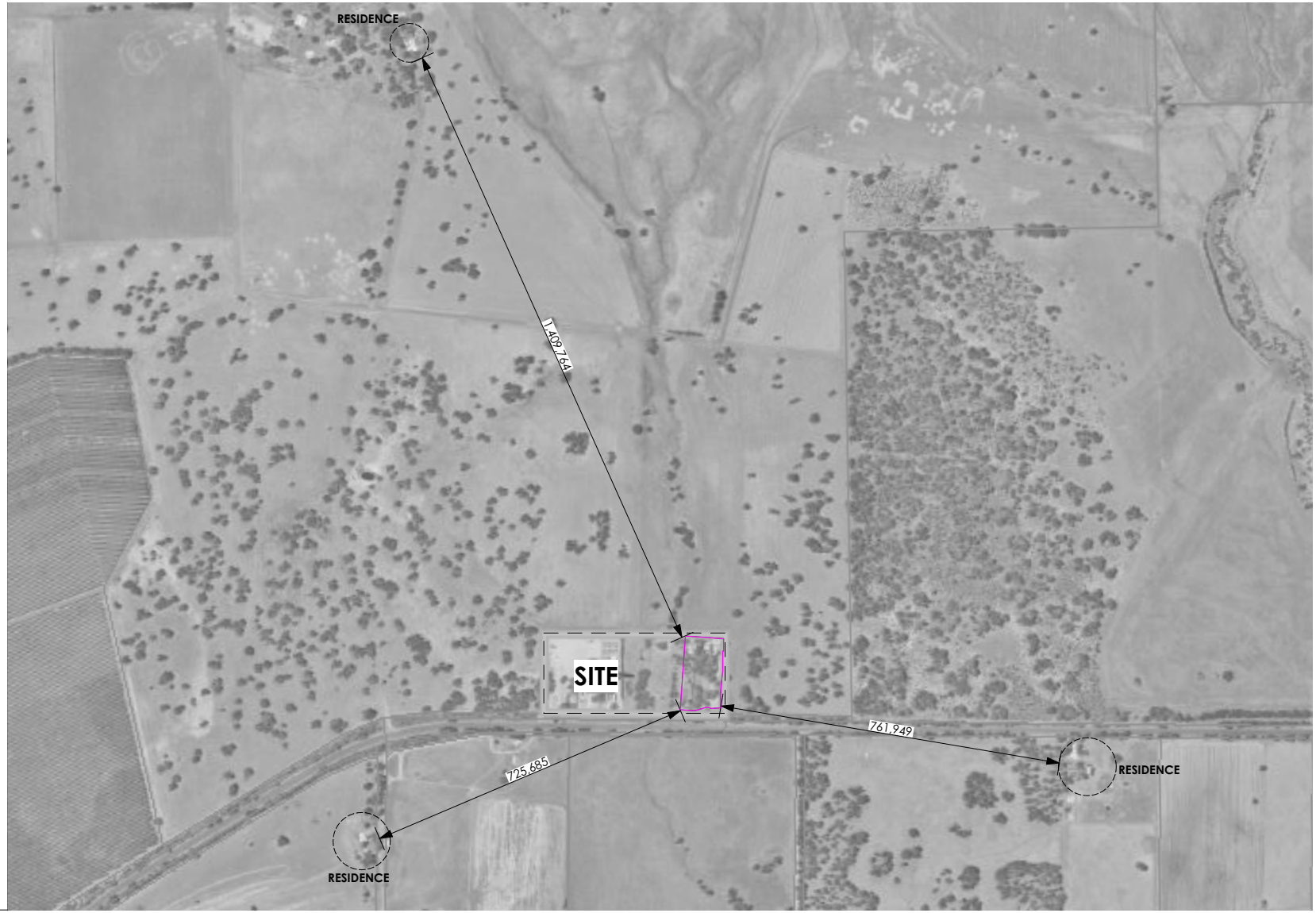
| REV | DATE | DESCRIPTION |
|---|---|---|
| F | 24/06/26 | ISSUE TO CLIENT |
| E | 02/06/26 | ISSUE TO CLIENT |
| D | 13/03/26 | ISSUE TO CLIENT |

REV F

LEGEND

- MARQUEE AREA
- FOOD TRUCK AREA
- RECEPTION USE BOUNDARY AREA
- CEREMONY AND PRE DINNER DRINKS AREA
- TRANSPORTABLE TOILET AREA
- PEDESTRIAN ACCESS FROM CARPARK
- TRANSPORTABLE BAR
- FUNCTION CAR AND BUS PARKING AREA

*PROPOSED CARETAKER RESIDENCE & RECEPTION CENTRE*
*LOT 201 (#3550) BRAND HIGHWAY, GINGINUP, WA 6503*




SENSITIVE LAND USE PLAN
1:4000

A 13/03/26 ISSUE TO CLIENT
REV DATE DESCRIPTION
REV A

NORTH

# SCHEDULE OF SUBMISSIONS AND APPLICANTS' RESPONSES

***DEVELOPMENT APPLICATION: LOT 201 (3550) BRAND HIGHWAY, GINGINUP – PROPOSED CHANGE OF USE (CARETAKER'S DWELLING & RECEPTION CENTRE***

| No. | Submitter | Submission details | Applicants' response | Shire Officer's Response |
|---|---|---|---|---|
| 1. | Property owner | The submitter provides the following general comment:<br><br>*These documents are detailed in the 'rules' set out for the use of the areas, dwellings, and function centre and if followed I have no objection to the application. Everyone knows how busy the Brand Highway is and great care is needed entering and existing the often-fast flowing traffic.* | No objection to the application noted. | Noted |
| 2. | Property owner | The submitter provides the following general comment:<br><br>1. *Rubbish – I have seen a marked increase of rubbish across our paddocks since current development approvals for the camp accommodation.*<br>2. *Traffic visibility on brand highway heading south is already impaired. Is it possible for all entry to be from the northern entry which has clearer traffic visibility.*<br>3. *Wedding parties and private events are supported with limited numbers. I.e. 100 or under. Our concern would be for concerts/events with large numbers of attendees once they filter out from the event and loiter.* | 1. As noted in the OMP waste management will be arranged through a private contractor to ensure appropriate bins are delivered prior to a function and removed following.<br>2. Traffic Visibility - the crossover is located on a straight stretch of Brand Highway providing clear visibility. Main Roads have not raised any concern with visibility.<br>The use of the northern entry was entertained by the owner but ultimately not supported by the local authority.<br>3. The functions are limited to weddings and private event/party. There is no intention for music or concert/festival events. | Noted |

| | | | | |
|---|---|---|---|---|
| | | 4. *Containing attendees to events area. Due to incidents at large events where attendees leave the site to enter other properties in area causing property damage. We also have livestock in our paddocks to which people could harm or be harmed from jumping fences to get a 'selfie' with or pat an animal.* | Capacity of 150 has allowed for larger weddings however in accordance with trends it is anticipated that most events average 80-88 persons. 150 is proposed as an upper limit and not expected to be the "norm".<br>4. An onsite caretaker will oversee any hosted events and can be contacted in the event of a concern during an event, in accordance with the procedure as outlined in the OMP. Functions, parking and/or access to the rear of the property (adjoining farmland) are not proposed so there should be limited to no patron movement in this area. | |
| 3. | Main Roads WA | Main Roads WA has no objections subject to the following conditions being imposed:<br><br>1. *The crossover arrangement on the southern end of the property onto Brand Highway is to be upgraded to Main Roads requirements.*<br><br>*<u>Justification for Condition</u>*<br><br>*The existing crossover does not comply with Main Roads requirements for Driveways on a State Controlled Road. Crossover requirements are outlined in Main Roads Driveway Policy.*<br><br>2. *The applicant is required to submit an application form to undertake works within the road reserve prior to undertaking any works within the Brand Highway Road reserve.* | Noted.<br><br>Initial discussions have been undertaken with MRWA and will continue in relation to the upgrade of the southern crossover.<br><br>As per above, the use of the existing MRWA approved crossover was explored/supported by the owner As an existing and safe option for access.<br><br>In noting that Functions are considered low intensity (i.e. they do not occur every day) there is no concern for any conflict between the two differing land uses using this crossover for access purposes. | Noted<br><br>Response from Main Roads WA states that the crossover arrangement on the southern end of the property does not comply with Main Roads WA requirements for Driveways on a State Controlled Road. The fact that external services proposed for the proper functioning of the reception centre will be required to use the southern crossover and driveway justifies the Main Roads WA condition for this to be upgraded. |

| | | | | |
|---|---|---|---|---|
| | | *Application forms and supporting information about the procedure can be found on the Main Roads website > Technical & Commercial > Working on Roads.*<br><br>*<u>Justification for Condition</u>*<br><br>*Public safety and protection of the Primary Road Reservation.*<br><br>*Advice*<br><br>*a) Condition 1: Main Roads recommends the applicant discusses with Main Roads the crossover upgrade requirements at their earliest convenience.*<br><br>*b) Any proposed or amended advertising sign shall require the Main Roads Advertising Signage Application for assessment. Vegetation within the state road reserve shall not be removed or trimmed to improve the visibility of the proposed advertising signs.* | Ultimately however this was not supported by the local authority so the upgrade of the southern crossover will be further detailed with MRWA. | |

## 15 REPORTS - OPERATIONS AND ASSETS

Nil

## 16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

### 16.1 REVOCATION OF COUNCIL RESOLUTION - OCM 21 JULY 2026 - ITEM 12.5 READVERTISING THE COASTAL HAZARD RISK MANAGEMENT ADAPTATION PLAN (CHRMAP) (2023)

| | |
|---|---|
| File | ENV/7 |
| Author | James Bayliss - Temporary Chief Executive Officer |
| Reporting Officer | James Bayliss - Temporary Chief Executive Officer |
| Refer | 16 April 2019 - Item 11.3.1<br>21 July 2026 - Item 12.5 |
| Appendices | Nil |

**DISCLOSURES OF INTEREST**

Nil

**PURPOSE**

To consider a motion submitted by Councillor Stewart, seeking to revoke Council's resolution relating to Item 12.5 – Readvertising of the Coastal Hazard Risk Management Adaptation Plan (CHRMAP) (2023) for community feedback made at the Ordinary Council Meeting (OCM) on 21 July 2026.

**BACKGROUND**

On 2 August 2026, Cr Stewart provided the following written correspondence:

> *I believe that the council resolution was an unlawful resolution as it ignored a previous council resolution requiring other actions to be taken before council re-advertises the document.*
>
> *I request we revoke the resolution of council for 12.5 Readvertising of the CHRMAP 2023 July 21 2026. This is supported by 1/3 of council who will email their support through in this thread to endorse the revocation of the above motion.*
>
> *I note for the record that the form on our document centre does not work so I can only email this request.*

A revocation motion is a formal proposal put to Council to revoke (undo) or change a decision that the Council has previously made.

A revoked decision remains on the public record. However, once revoked, it no longer has effect.

The resolution from 21 July 2026 proposed for revocation is:

*That Council:*

1. *Provide support for the Executive Summary, peer review and draft CHRMAP (2023) to be readvertised for a period of 28 days.*

2. *Acknowledge that the means of advertising will comprise of social media posts and written correspondence to the following coastal community groups:*
   - *Lancelin District Community Association;*
   - *Lancelin Chamber of Commerce;*
   - *Friends of Lancelin Coast;*
   - *Ledge Point Community Association;*
   - *Seabird Progress Association; and*
   - *Guilderton Community Association.*

3. *Acknowledge that the Administration is working to coordinate community workshops in Lancelin involving relevant State agency representatives and coastal engineers. Subject to stakeholder availability, the workshop is intended to be held during the public consultation period to provide the community with an opportunity to engage directly with the various agencies involved in coastal management and to discuss the north Lancelin erosion issue.*

4. *Acknowledge that submissions will be consolidated into a schedule and provided to the community working group for consideration, and for a recommendation to be prepared for Council.*

5. *Acknowledge that the Executive Summary, peer review and draft CHRMAP (2023) will be returned to Council for consideration, accompanied by the schedule of submissions and a recommendation by the community working group.*

6. *Acknowledge that the CHRMAP Steering Group will not be reconvened at this point, and that its re-formation will be dependent upon the outcome of the advertising process and will be considered by Council at a later date.*

*CARRIED 4 / 2*

*FOR:* *Councillor Balcombe, Councillor Kestel, Councillor Hyne and Councillor Woods*
*AGAINST:* *Councillor Peczka and Councillor Stewart*

The revocation request is based on the contention that the resolution is unlawful because it did not satisfy Council's resolution from its OCM on 17 September 2024, when it resolved as follows:

1. *Defer consideration of the revised Coastal Hazard Risk Management Adaptation Plan (CHRMAP) until such time as Parts 2-6 (below) are completed.*

2. *That the document go out for public submissions prior to review by the Steering Committee.*

3. *Reinstate the CHRMAP Steering Group to review the revised CHRMAP document.*

4. *Invite the following groups to appoint members to attend Steering Group meetings as delegates:*

    - *Lancelin District Community Association - one member;*
    - *Lancelin Chamber of Commerce - one member;*
    - *Friends of Lancelin Coast - one member;*
    - *Ledge Point Community Association - one member;*
    - *Seabird Progress Association - one member; and*
    - *Guilderton Community Association – one member.*

5. *Subject the draft amended CHRMAP to a peer review process.*

6. *After the peer review process has been completed, consider a recommendation from the Steering Group as to when the document should be advertised for public submissions.*

7. *At the completion of the public submission period, consider a recommendation from the Steering Group with respect to adoption of the amended document.*

8. *Staff to investigate funding opportunities to implement the above.*

In order to consider a revocation motion, the following legislative requirements must be satisfied:

*Local Government (Administration) Regulations 1996*

Reg. 10 Revoking or changing decisions (Act s. 5.25(1)(e))

*(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported -*

*(a) in the case where an attempt to revoke or change the decision has been made within the previous 3 months but had failed, by an absolute majority; or*

*(b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee,*

*Inclusive of the mover.*

*(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.*

*(2) If a decision is made at a council or committee meeting, any decision to revoke or change the decision* ***must be made by an absolute majority****.*

*(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked* ***or would become substantially different****.*

*Shire of Gingin Meeting Procedures Local Law 2014*

cl. 14.4 Implementing a decision

*(3) A decision made at a meeting is not to be implemented by the CEO or any other person –*

*(a) if, before commencing any implementation action, the CEO or that person is given a valid notice of revocation motion; and*

*(b) unless and until the valid notice of revocation motion has been determined by the council or the committee as the case may be.*

Cr Wilkie and Cr Peczka have confirmed their support for the notice of motion, thereby satisfying the requirements relating to support by at least one third of elected members inclusive of the mover.

Council's resolution has not yet been put into effect and no action will be taken in that regard until the motion of revocation is considered by Council, as required by the *Meeting Procedures Local Law 2014*.

## COMMENT

The Officer's commentary regarding the manner in which the earlier resolution had been implemented was as follows:

*1. The CHRMAP (2023) was deferred accordingly.*

2. *The officer is unable to locate any record indicating that this occurred. Furthermore, it would be unusual to undertake additional consultation on the CHRMAP prior to establishing a steering group, then completing a peer review, only to then undertake a further round of public advertising.*

   *Accordingly, the officer recommends that this component be reconsidered, noting that further community consultation and advertising is now being proposed following completion of the peer review process.*

3. *The steering group has not been formally re-established and the CHRMAP has not been revised as pre-empted. While the steering committee could be reconvened following the consultation period, this should be contingent upon the community feedback received through the consultation process.*

4. *Delegates from the respective community groups were appointed and two (2) meetings of this community working group were held.*

5. *Bluecoast Consulting Engineers were appointed to undertake an independent peer review of the draft CHRMAP (2023).*

6. *As outlined above, the steering group has not been formally reassembled, and it is ultimately Council's decision to resolve to undertake further advertising. The delegates from the respective groups were provided with the peer review and executive summary and this was generally viewed as a significant step in the right direction for the status of the CHRMAP.*

7. *Will be actioned when relevant.*

8. *The peer review was funded entirely at the Shire's expense. Should the steering group be reassembled, further costs will be borne as members included external consultants. Contingent upon the level of community interest and feedback received through the consultation process, further costs may not be required.*

The officer also outlined the following comment in the summary of the report as follows:

*Should Councillors wish to propose amendments to the recommendation (or an alternative motion), early discussion with the Administration prior to the Council meeting is encouraged. This will assist in ensuring that any proposed amendments can be appropriately considered and do not inadvertently affect the intended process or delay progression of the CHRMAP.*

It is also relevant to note that the current Officer was not responsible for overseeing the CHRMAP process at the time of Council's September 2024 resolution and is therefore reliant on the available records to establish how the resolution was intended to be implemented and what actions were subsequently undertaken.

Accordingly, where the administrative record does not establish that a particular action occurred, the Officer is unable to provide further clarification beyond the information presently available.

In considering whether the 21 July 2026 resolution constituted a revocation or change of the 17 September 2024 resolution, it is relevant that the process contemplated by the 21 July 2026 resolution does not prevent the remaining elements of the 17 September 2024 resolution from being undertaken at a later stage.

On that basis, it is not apparent that the effect of the 21 July 2026 resolution substantially alters the substance or intended outcome of the earlier resolution. Rather, the resolution altered the sequence in which elements of the CHRMAP process would be undertaken.

This is relevant to the application of Regulation 10, which addresses the revocation or change of a previous decision where the effect of the subsequent decision is to substantially alter that decision.

The basis for the revocation is that the 21 July 2026 resolution is unlawful because it did not give effect to the earlier Council resolution of 17 September 2024. On the information presently available, the Administration has not identified a basis upon which the 21 July 2026 resolution can be characterised as unlawful.

While there was a departure from the sequence contemplated by the 17 September 2024 resolution, the available information does not establish that the earlier resolution was abandoned.

Should Council resolve to revoke the 21 July 2026 resolution, Council will then need to determine whether to make a replacement resolution and, if so, the appropriate process for progressing the CHRMAP.

## SUMMARY

If Council considers that legal advice is required to determine whether the 21 July 2026 resolution is unlawful, Council may direct the Administration to obtain such advice. Administration will then arrange for a legal position to be obtained.

Should Council resolve to revoke the existing resolution, it will then need to determine what, if any, replacement resolution is appropriate. No proposed replacement or alternative resolution has been submitted for consideration.

In the interests of good governance and orderly decision-making, any proposed replacement or alternative resolution should be clearly formulated and circulated prior to the meeting.

The Administration will give effect to the resolution ultimately determined by Council.

## RISK IMPLICATIONS

1. There is a risk that Council's decision-making process may be challenged if the requirements for a revocation motion under Regulation 10 of the *Local Government (Administration) Regulations 1996* are not satisfied.

2. There is also a risk of uncertainty regarding the status and implementation of Council's previous resolutions if a resolution is revoked without a clear replacement resolution being determined.

3. The revocation request is based on an assertion that the 21 July 2026 resolution is unlawful. The Administration has not been provided with a specific legal basis for that assertion. There is a risk that Council may make a decision based on an incorrect understanding of the legal effect of its previous resolutions.

## STATUTORY/LOCAL LAW IMPLICATIONS

*Local Government Act 1995*
Part 5 Administration
Division 2 Council meetings, committees and their meetings and electors' meetings
s.5.25 Regulations about council and committee meetings and committees

*Local Government (Administration) Regulations 1996*
Part 2 Council and committee meetings
Reg. 10 Revoking or changing decisions (Act s. 56.25 (1)(e))

*Shire of Gingin Meeting Procedures Local Law 2014*
cl. 14.4 Implementing a decision

## POLICY IMPLICATIONS

Nil

## BUDGET IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2026-2036

| | |
|---|---|
| **Aspiration** | 1. Project and Champion Environmental Diversity |
| **Strategic Objective** | 1.3 Active Threat Management |

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCILLOR MOTION

That Council revoke Council's resolution relating to Item 12.5 – Readvertising of the Coastal Hazard Risk Management Adaptation Plan (CHRMAP) (2023) for community feedback, from the 21 July 2026 Ordinary Council Meeting.

*Councillor Stewart, who submitted the Notice of Motion, was not present at the meeting. No written authorisation had been received permitting another councillor to move the motion. Accordingly, the Notice of Motion was not moved and was not considered by Council.*

## 17 COUNCILLORS' OFFICIAL REPORTS

### 17.1 CR PECZKA

Cr Peczka attended the Lower Coastal Neighbourhood Watch meeting held at the Seabird Community Hall on 9 September 2026.

### 17.2 CR KESTEL

Cr Kestel took the opportunity to congratulate all the successful sporting clubs across the Shire in both football and netball. He also thanked the staff for preparing and maintaining two premium football ovals.

### 17.3 CR WOODS

Cr Woods attended the Gingin District High School School Board meeting on 20 September 2026.

## 18 NEW BUSINESS OF AN URGENT NATURE

Nil

## 19 MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

Nil

## 20 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 3:49 pm. The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 20 October 2026, commencing at 3:00 pm.