



MINUTES

ORDINARY MEETING

OF COUNCIL

21 MARCH 2017



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FOR
ORDINARY MEETING OF
COUNCIL
HELD ON 21 MARCH 2017**

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SHIRE OF GINGIN

MINUTES OF THE ORDINARY MEETING OF THE SHIRE OF GINGIN HELD IN THE COUNCIL CHAMBER ON TUESDAY, 21 MARCH 2017 AT 3.00 PM

DISCLAIMER

Members of the Public are advised that decisions arising from this Council Meeting can be subject to alteration.

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.

ORDER OF BUSINESS

1. DECLARATION OF OPENING

The Shire President declared the meeting open at 3:00pm and welcomed those in attendance.

2. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – D W Roe (Shire President), I B Collard (Deputy Shire President), V Ammon, M Aspinall, J Court, J W Elgin, C W Fewster, F J Peczka and S Smiles.

Staff – J Edwards (Chief Executive Officer), L Fidge (Acting Executive Manager Corporate and Community Services), S Camillo (Executive Manager Regulatory Services), A Butcher (Executive Manager Operations), K Bacon (Manager Statutory Planning), L Edwards (Manager Strategic Planning and Development), O Edwards (Minute Officer), L Burt (Governance Officer and M Taylor (Corporate Communications and Marketing Officer)

Gallery – There were nine members of the public present in the gallery.

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3. DISCLOSURES OF INTEREST

3.1 Allister Butcher - Executive Manager Operations- Item 11.4.2 Capital Roadworks - Under Budget Expenditure For Cullalla Road

The Executive Manager Operations declared a proximity interest in this item due to the fact that he owns and lives at 1598 Red Gully Road, Mindarra.

4. PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

4.2.1 Malcolm Cobb – Hinchcliffe Road, Lancelin

There is a bend in Hinchcliffe Road that could be dangerous for traffic. Is there something that the Shire can do about this? (ie. Centre margins).

Shire President's Response

Question taken on notice.

5. PETITIONS, DEPUTATIONS AND PRESENTATIONS

5.1 PETITIONS

5.1.1 Extension of Gingin Swimming Pool closing date

The Shire President tabled

A petition of 130 signatures in total, comprising (as far as can be ascertained) 64 signatures from electors and 66 signatures from non-electors, duplicates or unable to be determined, requesting that council consider extending the closure of the swimming pool until 30 April 2017.

The petition reads as follows:

The attached signatories respectfully request that you give consideration to extending the closure of the swimming pool until the 30th April 2017. Reasons for submitting this request range from therapeutic, health and leisure to monetary and school holidays. The assistance of the solar addition would take the edge off any unexpected drop in temperature.

We have deliberately not discussed this request with your staff at the pool, as we did not in any way wish to compromise their employment agenda with Council. No doubt you will confer with them re this request.

Thanking you in anticipation of your attention in this matter.

May we just add that if any volunteer work was required during this extended period, we are quite sure this would be forthcoming, on request.

The petition was not in the format required by the Shire of Gingin in Meeting Procedures Local Law 2014 and could not be formally received. However, it was noted by Council.

5.2 DEPUTATIONS

Nil

5.3 PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

RECOMMENDATION

It is recommended that the Minutes of the Ordinary Meeting of Council held on 21 February 2017 be confirmed.

RESOLUTION

Moved Councillor Aspinall seconded Councillor Ammon that the Minutes of the Ordinary Meeting of Council held on 21 February 2017 be confirmed.

**CARRIED
9-0**

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

9. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

10. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11. **REPORTS**

11.1. **OFFICE OF THE CEO**

11.1.1 **2016 COMPLIANCE AUDIT RETURN**

FILE: COR/29
AUTHOR: LEE-ANNE BURT – GOVERNANCE OFFICER
REPORTING OFFICER: JEREMY EDWARDS – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017
REFER: NIL

<i>ADDENDUM – ORDINARY MEETING OF COUNCIL – 21 MARCH 2017</i>
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Additional Information:

Subsequent to the circulation of the Agenda, attention has been drawn to the fact that the final paragraph on page 4 of the Agenda contains an incorrect date reference.

The paragraph references a due date for completed submissions of 31 March 2016 but should, in fact, read:

In the event that Council resolves to adopt the 2016 Compliance Annual Return, then it will be submitted to the Department of Local Government and Communities by 31 March 2017 in accordance with the Local Government (Audit) Regulations 1996, Regulation 15.

This error has no effect on the recommendation, and the correct date will be reflected in the Minutes of the meeting.

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To receive and consider the Audit Committee's recommendation with respect to the Shire of Gingin Compliance Audit Return for the period 1 January 2016 to 31 December 2016.

BACKGROUND

In accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996*, all local governments are required to complete an annual Compliance Audit Return (CAR) for submission to the Department of Local Government and Communities.

Regulation 14(3A) of the *Local Government (Audit) Regulations 1996* specifies that the CAR is to be reviewed by Council's Audit Committee. The results of the review are to be presented to Council and the Compliance Audit Return submitted to Council for adoption, with the adopted Return then to be submitted to the Department by 31 March of each year.

The completed 2016 Compliance Audit Return (**Appendix 1**) was presented to Council's Audit Committee on 7 March 2017. After considering the report, the Committee resolved as follows:

RESOLUTION

Moved Councillor seconded Councillor that the Audit Committee:

1. *Note that the response to Delegation of Power/Duty Question 11 should be "No" with the following comment:*

Council delegation to CEO and President (15 March 2016) to negotiate with contractor for Seabird sea wall not recorded in Delegated Authority Register. Delegation expired upon completion of the project.;

2. *Acknowledge and report the results of the 2016 compliance audit process to Council; and*
2. *Recommend that Council adopt the 2016 Compliance Audit Return for the period 1 January 2016 to 31 December 2016, as shown in Appendix 1 and amended to reflect the correct response to Delegation of Power/Duty Question 11.*

CARRIED UNANIMOUSLY

COMMENT

Administration is pleased to once again present a Return showing a very high degree of compliance with this year's criteria. Just one instance of non-compliance has been detected, as follows:

Section – Delegation of Power/Duty

Question 11 – Has the CEO kept a register of all delegations made under the Act to him and to other employees

Findings

At its meeting on 15 March 2016, Council delegated authority to the President and CEO to enter into negotiations with Neo Infrastructure to develop a scope of works and project delivery schedule in relation to the Seabird sea wall. This delegation was not recorded in the Delegated Authority Register.

The delegation was short-term in nature and expired upon completion of the project; however, it should have been included in the publicly available Delegated Authority Register while it was in effect.

The omission has been noted by Administration, and greater attention will be paid to this requirement for similar short term delegations in the future.

At the time of presenting the CAR to the Audit Committee, some technical issues were being experienced with the Department’s online submission tool, and the response to Delegation of Power/Duty Question 11 was incorrectly shown as “Yes”, rather than reflecting the findings detailed above. For this reason, the Committee’s recommendation to Council specifically acknowledges the correct response to Question 11.

This matter has now been resolved, and the CAR presented for Council’s consideration as **Appendix 1** has been corrected.

The Shire of Gingin’s 2016 Compliance Audit Return has been conducted internally. In the interests of good governance and accountability, Administration has committed to having every third Return completed by an independent external contractor, and the next external review is scheduled for early 2019 (the 2018 Compliance Audit Return).

In the event that Council resolves to adopt the 2016 Compliance Annual Return, then it will be submitted to the Department of Local Government and Communities by 31 March 2016 in accordance with the *Local Government (Audit) Regulations 1996*, Regulation 15.

STATUTORY ENVIRONMENT

Local Government (Audit) Regulations 1996

Reg 14 – Compliance audits by local governments

Reg 15 – Compliance audit return, certified copy of etc. to be given to Executive Director

Local Government Act 1995

Part 3 – Functions of local governments

Division 3 – Executive functions of local governments

Section 3.58 – Disposing of property

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Leadership and Governance</i>
Objective	<i>5. To demonstrate effective leadership and governance</i>
Outcome	<i>5.2 Accountable and responsible governance</i>
Strategy	<i>5.2.2 Develop policy and strategy which supports sound decision making</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council:

1. Acknowledge the results of the 2016 compliance audit process.
2. In accordance with the recommendation of the Audit Committee, adopt the 2016 Compliance Audit Return for the period 1 January 2016 to 31 December 2016, as shown in Appendix 1.

RESOLUTION

Moved Councillor Elgin, seconded Councillor Peczka that Council:

1. **Acknowledge the results of the 2016 compliance audit process.**
2. **In accordance with the recommendation of the Audit Committee, adopt the 2016 Compliance Audit Return for the period 1 January 2016 to 31 December 2016, as shown in Appendix 1.**

**CARRIED
9-0**

APPENDIX 1

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

Gingin - Compliance Audit Return 2016

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2016.	N/A		Lee-Anne Burt
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2016.	N/A		Lee-Anne Burt
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	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 2016.	N/A		Lee-Anne Burt
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2016.	N/A		Lee-Anne Burt
5	s3.59(5)	Did the Council, during 2016, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Lee-Anne Burt

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A	Council has not delegated authority to any of its committees	Lee-Anne Burt
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A	Council has not delegated authority to any of its committees	Lee-Anne Burt
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A	Council has not delegated authority to any of its committees	Lee-Anne Burt
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A	Council has not delegated authority to any of its committees	Lee-Anne Burt
5	s5.18	Has Council reviewed delegations to its committees in the 2015/2016 financial year.	N/A	Council has not delegated authority to any of its committees	Lee-Anne Burt
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Lee-Anne Burt
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Lee-Anne Burt
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Lee-Anne Burt
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Lee-Anne Burt
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Lee-Anne Burt
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	No	Council delegation to CEO and President (15/03/2016) to negotiate with contractor for Seabird sea wall not recorded in Delegated Authority Register. Delegation expired upon completion of the project.	Lee-Anne Burt
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2015/2016 financial year.	Yes		Lee-Anne Burt
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Lee-Anne Burt

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Lee-Anne Burt
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Lee-Anne Burt
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Lee-Anne Burt
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Lee-Anne Burt
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Lee-Anne Burt
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2016.	Yes		Lee-Anne Burt
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2016.	Yes		Lee-Anne Burt
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Lee-Anne Burt
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Lee-Anne Burt
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Lee-Anne Burt
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Lee-Anne Burt
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Lee-Anne Burt

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

No	Reference	Question	Response	Comments	Respondent
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Lee-Anne Burt
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes	As far as can be determined.	Lee-Anne Burt
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Lee-Anne Burt
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Lee-Anne Burt

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Lee-Anne Burt
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		Lee-Anne Burt

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates 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 candidates.	N/A	No elections were held in 2016.	Lee-Anne Burt

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Lee-Anne Burt

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Department of Local Government and Communities - Compliance Audit Return

Government of Western Australia
Department of Local Government and Communities

No	Reference	Question	Response	Comments	Respondent
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A	The Shire of Gingin has not delegated any powers to its Audit Committee.	Lee-Anne Burt
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Lee-Anne Burt
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Lee-Anne Burt
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government within 30 days of completion of the audit.	Yes		Lee-Anne Burt
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government by 31 December 2016.	Yes		Lee-Anne Burt
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A	Council did not make any determinations of this nature.	Lee-Anne Burt
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	Council did not make any determinations of this nature.	Lee-Anne Burt
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	Council did not make any determinations of this nature.	Lee-Anne Burt
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Lee-Anne Burt
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Lee-Anne Burt
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Lee-Anne Burt
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Lee-Anne Burt

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Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

No	Reference	Question	Response	Comments	Respondent
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Lee-Anne Burt

Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Lee-Anne Burt
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Lee-Anne Burt
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Lee-Anne Burt
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Lee-Anne Burt
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Lee-Anne Burt

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Lee-Anne Burt
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Lee-Anne Burt
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Lee-Anne Burt
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Lee-Anne Burt
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Lee-Anne Burt
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Lee-Anne Burt

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into 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 Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11 (2)).	Yes		Lee-Anne Burt
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Lee-Anne Burt
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Lee-Anne Burt
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Lee-Anne Burt

Department of Local Government and Communities - Compliance Audit Return

Government of Western Australia
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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(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.	Yes		Lee-Anne Burt
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Lee-Anne Burt
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Lee-Anne Burt
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Lee-Anne Burt
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Lee-Anne Burt
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Lee-Anne Burt
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Lee-Anne Burt
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Lee-Anne Burt
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Lee-Anne Burt
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Lee-Anne Burt
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Lee-Anne Burt
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Lee-Anne Burt
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Lee-Anne Burt

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Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AD(6)	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.	N/A		Lee-Anne Burt
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Lee-Anne Burt
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Lee-Anne Burt
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Lee-Anne Burt
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Lee-Anne Burt
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Lee-Anne Burt
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Lee-Anne Burt
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Lee-Anne Burt

Department of Local Government and Communities - Compliance Audit Return



Government of **Western Australia**
Department of Local Government and Communities

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Gingin

Signed CEO, Gingin

11.1.2 REVIEW OF LOCAL EMERGENCY MANAGEMENT COMMITTEE TERMS OF REFERENCE

FILE: EMS/21
AUTHOR: PAUL POSTMA – COMMUNITY EMERGENCY SERVICES MANAGER/CHIEF BUSHFIRE CONTROL OFFICER
REPORTING OFFICER: JEREMY EDWARDS – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017
REFER: 23 OCTOBER 2013 ITEM 10.7
 16 SEPTEMBER 2014 ITEM 14.1
 20 JANUARY 2015 ITEM 11.1.1

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To review the existing Terms of Reference (TOR) for the Shire of Gingin Local Emergency Management Committee (LEMC).

BACKGROUND

Section 38(1) of the *Emergency Management Act 2005* specifies that each local government in Western Australia must establish a LEMC for their district. Under State Emergency Management Policy 2.5 (SEMP 2.5), a LEMC must meet, at a minimum, once every three months.

The Shire of Gingin LEMC is scheduled to meet on the second Wednesday of March, June, September and December in each year. Unfortunately, over the past 18 months the LEMC has failed to achieve a quorum on four occasions (June 2015, December 2015, September 2016 and December 2016), meaning that the Shire has been unable to comply with its obligations under SEMP 2.5.

Failure to achieve a quorum has primarily been due to the absence of representation from a number of State Government agencies which are currently listed as Voting Members on the Committee.

COMMENT

This is not the first time that the LEMC has experienced difficulties in achieving a quorum. This issue was considered by Council in December 2015, at which time the membership was divided into *voting* and *non-voting* members. It was hoped that a reduction in the number of voting members would make reaching a quorum easier, whilst retention of other agencies in a non-voting capacity would also address the requirement for membership of a LEMC to be reflective of the community within which it is established.

The current LEMC TOR specifies the following membership:

Voting Members

Shire of Gingin

Shire President (Chairperson)

Community Emergency Services Manager/Chief Bush Fire Control Officer (Executive Officer)

Coordinator Community Services (Local Recovery Coordinator)

WA Police

OIC Gingin (Local Emergency Coordinator)

OIC Lancelin (Local Emergency Coordinator)

Department of Fire and Emergency Services

Department for Child Protection and Family Support

Red Cross

St John Ambulance Chittering/Gingin Sub-Centre

St John Ambulance Lancelin and Coastal Districts Sub-Centre\

State Emergency Management Committee

Department of Agriculture and Food

Department of Health – WA Country Health Service

Non-Voting Members

WA Police

Inspector Wheatbelt District

Department of Parks and Wildlife

Western Power

Main Roads WA

Empire Oil Company (WA) Limited

Royal Australian Air Force Base Pearce

Lancelin Volunteer Marine Rescue Group Inc

Department of Education

Gingin District High School

Lancelin Primary School

Silver Chain

Tronox

A total of 13 voting members means that a minimum of eight voting members must be present in order to achieve a quorum. In recent months, the average number of attendees present has been six.

In order to address this situation, Administration recommends that:

1. The status of the following agencies be changed from voting to non-voting:

- State Emergency Management Committee
- Department of Agriculture and Food
- Department of Health – WA Country Health Service

This will reduce the number of voting members from 13 to 10, thereby reducing the quorum threshold to six.

2. The deputy for the Shire President be changed from a Councillor to the Chief Executive Officer, who will chair the meeting in the event that the Shire President is unavailable.

Currently, the Terms of Reference specify that the Shire President will act as Presiding Member at all meetings. In the event that the Shire President cannot attend, then the Community Emergency Services Manager/Chief Bush Fire Control Officer is to assume the Chair for the duration of that particular meeting, and the Shire President's place as a Committee member should be filled by the Council-appointed deputy member.

There have been occasions when the Shire President and the appointed deputy member have both been unavailable to attend the meeting, which has had a further impact on the ability to achieve a quorum.

It is anticipated that the appointment of the Chief Executive Officer as Council's deputy representative may help to ensure that the required representation is achieved. It is also considered that, in the event that the Chief Executive Officer is in attendance, it would be more appropriate for that officer to act as Presiding Member, with the Community Emergency Services Manager/Chief Bush Fire Control Officer to fill the role in the event that neither the Shire President or Chief Executive Officer are present.

Administration also recommends that the Lancelin District High School and Two Rocks Primary School be included as non-voting committee members. Both schools have children from within the Shire of Gingin as pupils and could therefore be impacted by emergency situations in the district. Both schools have confirmed their willingness to participate as committee members.

A revised Terms of Reference reflecting the above proposals is provided for Council's consideration as **Appendix 1**.

STATUTORY ENVIRONMENT

Emergency Management Act 2005

Part 3 – Local arrangements

Division 1 – Local emergency authorities

Section 38 – Local emergency management committees

Local Government Act 1995

Part 5 – Administration

Division 2 – Council meetings, committees and their meetings and electors' meetings

Subdivision 2 – Committees and their meetings.

Shire of Gingin Meeting Procedures Local Law 2014

POLICY IMPLICATIONS

State Emergency Management Policy 2.5 – Emergency Management for Local Government

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Leadership and Governance</i>
Objective	<i>5 To demonstrate effective leadership and governance</i>
Outcome	<i>5.2 Accountable and responsible governance</i>
Strategy	<i>5.2.2 Develop policy and strategy which supports sound decision making</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council:

1. Agree to amend the Terms of Reference for the Shire of Gingin Local Emergency Management Committee as follows:
 - a. Change the membership status for the State Emergency Management Committee, the Department of Agriculture and Food and the Department of Health – WA Country Health Service from voting to non-voting;
 - b. Add the Yanchep District High School and the Two Rocks Primary School as non-voting committee members; and
 - c. Add a new Membership clause 3 as follows:
 3. *The Shire's Chief Executive Officer will act as deputy member for the Shire President.*and renumber the remaining clauses in the Membership section accordingly.
 - d. Amend Operating Procedures clause 1b) to read as follows:
 - b) *In the absence of the Shire President, the Chief Executive Officer, as Council's appointed deputy member, will attend and assume the Chair as Presiding Member for the duration of that meeting.;*

- e. Add a new clause 1c) to read as follows:
 - c) *In the event that neither the Shire President or the Chief Executive Officer are present, the Community Emergency Services Manager/Chief Bush Fire Control Officer will assume the Chair as Presiding Member for the duration of that meeting.*

and renumber the remaining clauses in the Operating Procedures section accordingly; and

- 2. Adopt the revised Terms of Reference as shown at Appendix 1.

RESOLUTION

Moved Councillor Ammon, seconded Councillor Fewster that Council:

- 1. **Agree to amend the Terms of Reference for the Shire of Gingin Local Emergency Management Committee as follows:**

- a. **Change the membership status for the State Emergency Management Committee, the Department of Agriculture and Food and the Department of Health – WA Country Health Service from voting to non-voting;**
- b. **Add the Yanchep District High School and the Two Rocks Primary School as non-voting committee members; and**
- c. **Add a new Membership clause 3 as follows:**
 - 3. *The Shire's Chief Executive Officer will act as deputy member for the Shire President.*

and renumber the remaining clauses in the Membership section accordingly.

- d. **Amend Operating Procedures clause 1b) to read as follows:**
 - b) *In the absence of the Shire President, the Chief Executive Officer, as Council's appointed deputy member, will attend and assume the Chair as Presiding Member for the duration of that meeting.;*
- e. **Add a new clause 1c) to read as follows:**
 - c) *In the event that neither the Shire President nor the Chief Executive Officer are present, the Community Emergency Services Manager/Chief Bush Fire Control Officer will assume the Chair as Presiding Member for the duration of that meeting.*

and renumber the remaining clauses in the Operating Procedures section accordingly; and

- 2. **Adopt the revised Terms of Reference as shown at Appendix 1.**

CARRIED
9-0

APPENDIX 1



TERMS OF REFERENCE

LOCAL EMERGENCY MANAGEMENT COMMITTEE

Name:	Local Emergency Management Committee
Role/Purpose:	To advise and assist Council in the development, review and testing of the Shire of Gingin Local Emergency Management Arrangements.
Aims & Functions:	<ol style="list-style-type: none"> 1. To advise and assist Council in establishing local emergency management arrangements for the district; 2. To liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and 3. To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by regulations.
Membership:	<ol style="list-style-type: none"> 1. The Committee shall consist of the following representation: <ul style="list-style-type: none"> <u>Voting Members</u> Shire of Gingin <ul style="list-style-type: none"> Shire President (Chairperson) Community Emergency Services Manager/Chief Bush Fire Control Officer (Executive Officer) Coordinator Community Services (Local Recovery Coordinator) WA Police <ul style="list-style-type: none"> OIC Gingin (Local Emergency Coordinator) OIC Lancelin (Local Emergency Coordinator) Department of Fire and Emergency Services Department for Child Protection and Family Support Red Cross St John Ambulance Chittering/Gingin Sub-Centre St John Ambulance Lancelin and Coastal Districts Sub-Centre <u>Non-Voting Members</u> WA Police <ul style="list-style-type: none"> Inspector Wheatbelt District Department of Parks and Wildlife Western Power Main Roads WA Empire Oil Company (WA) Limited Royal Australian Air Force Base Pearce Lancelin Volunteer Marine Rescue Group Inc Department of Education <ul style="list-style-type: none"> Gingin District High School Lancelin Primary School Yanchep District High School

	<p>Two Rocks Primary School Silver Chain Tronox State Emergency Management Committee Department of Agriculture and Food Department of Health – WA Country Health Service</p> <ol style="list-style-type: none"> 2. A nominated deputy member may attend in place of the endorsed representative member. 3. The Shire's Chief Executive Officer will act as deputy member for the Shire President. 4. Membership shall be for a period of up to two years terminating on the day of the next ordinary Council elections, with retiring members eligible to re-nominate. 5. Committee membership shall be appointed or removed by the Council. 6. Members must comply with the Shire's Code of Conduct. 7. The Committee has authority to second individuals from outside of the Committee, on a voluntary basis, for their expert advice.
<p>Operating procedures:</p>	<ol style="list-style-type: none"> 1. Presiding Member: <ol style="list-style-type: none"> a) The Shire President shall fill the position of Presiding Member at all meetings. b) In the absence of the Shire President, the Chief Executive Officer, as Council's appointed deputy member, will attend and assume the Chair as Presiding Member for the duration of that meeting. c) In the event that neither the Shire President or the Chief Executive Officer are present, the Community Emergency Services Manager/Chief Bush Fire Control Officer will assume the Chair as Presiding Member for the duration of that meeting. d) The Presiding Member is responsible for the proper conduct of the Committee.
	<ol style="list-style-type: none"> 2. Meetings: <ol style="list-style-type: none"> a) The Committee shall meet as required, but must hold a minimum of one meeting every three months (March, June, September and December). b) Additional meetings can be scheduled by decision of the Council or the Committee, or at the discretion of the Committee's Presiding Member. c) All meeting dates are to be provided in the Friday Flyer. d) A Notice of Meeting, including an agenda, will be circulated to the Committee members (including deputy members) at least 72 hours prior to each meeting where possible. e) The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall provide the Committee members (including deputy members) with a copy of such minutes.

	<p>f) All Committee meetings will be conducted in accordance with the Shire of Gingin Meeting Procedures Local Law 2014.</p> <p>3. Quorum:</p> <p>The quorum for a meeting shall be at least 50% of the number of voting members.</p> <p>4. Reporting:</p> <p>a) The Minutes of every Committee meeting will be circulated for the information of all Councillors.</p> <p>b) Any Committee resolution requiring action on the part of the Council or requiring a Council commitment will be listed as a separate report on the Agenda for the next ordinary Council meeting.</p>
Appointing Legislation:	The Committee is established under section 38 of the <i>Emergency Management Act 2005</i> .
Delegated Authority:	The Committee has no delegated power and has no authority to implement its recommendations without approval of Council.

Version	Decision Reference	Synopsis
1.	22/10/2013 - Item 10.7	Terms of Reference adopted.
2.	16/12/2014 – Item 11.1.10	Amendments to membership and who shall chair meeting in absence of Shire President.
3.	18/08/2015 – Item 11.1.6	Terms of Reference reviewed. Reference to Standing Orders Local Law deleted from Operating Procedure 2b and replaced with Meeting Procedures Local Law 2014. Reference to provision of Committee Minutes via Information Bulletin deleted from Operating Procedure 4a.

11.1.3 SHIRE OF GINGIN LOCAL PLANNING SCHEME NO.9 - SCHEME AMENDMENT NO. 19

LOCATION: PART LOT 1021 GINGIN BROOK ROAD AND LOT 1022 INDIAN OCEAN DRIVE, WOODRIGE
APPLICANT: HARLEY DYKSTRA
FILE: LND/679
AUTHOR: LISA EDWARDS- MANAGER STRATEGIC PLANNING AND DEVELOPMENT
REPORTING OFFICER: JEREMY EDWARDS – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017
REFER: NIL

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider initiating proposed Scheme Amendment No. 19 to Local Planning Scheme No. 9 to:

1. Include 'Roadhouse' on Lot 1021 Gingin Brook Road, Woodridge and 'Storage' on Lot 1022 Indian Ocean Drive, Woodridge as Additional Uses.
2. Insert the definition for 'Freeway Service Centre' and 'Roadhouse' in *Schedule 1 Dictionary of defined words and expressions, Land use definitions*.
3. Amend Schedule 2 – Additional Uses by deleting Additional Use 17 and inserting site specific conditions for Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, Woodridge.

BACKGROUND

The application area is located approximately 30km west of the Gingin townsite and 11km east of the Indian Ocean coastline. The northern portion of the application area, located wholly within Lot 1021 Gingin Brook Road, is currently vacant and is located at the intersection of Gingin Brook Road and Indian Ocean Drive, both major arterial roads.

The southern balance of the application area, located within Lot 1022 Indian Ocean Drive, has a number of existing uses including a dwelling and associated outbuildings, a packing shed, a greenhouse and an open hardstand area. All of these existing uses are expected to be retained and utilised in conjunction with the storage facility. In order for this development to proceed, a Scheme Amendment to rezone the land is required.

Site plans are attached as **Appendix 1**.

A copy of the proposal is attached as **Appendix 2**.

COMMENT

Community Consultation

The proposal, once initiated, will be submitted to the Western Australian Planning Commission (WAPC) within 21 days of the making of the Council resolution or such longer period as WAPC allows. Upon receipt of advice from the WAPC the proposal will be referred to the Environmental Protection Authority for review, and if there are no environmental matters raised, given public notice for a period of 42 days.

Planning Assessment

Lot 52 Croot Place is located 400m south of the application area. Additional Use 17 – *Service Station* currently applies to Lot 52 under Local Planning Scheme No. 9. Due to the location of the application area at the intersection of two arterial roads, the development of a Roadhouse as proposed by this application is considered more suitable than the site on Lot 52. Further, the designation of a *Priority 3 Public Drinking Water Supply Area* over Lot 52 presents a significant constraint to development of a Service Station at this site. It is thus proposed that the Additional Use at Lot 52 Croot Place be deleted from LPS 9 as part of this Scheme Amendment.

It is acknowledged there are a number of sites on Indian Ocean Drive already zoned for service station use under LPS 9 that have not been constructed. Three of the sites are located within the Shire of Gingin at significant road junctions, where intensification of surrounding land uses has already occurred, or is planned to occur, and significant population growth is expected. This includes a site at the junction of Indian Ocean Drive and the access road to Guilderton. This notwithstanding, the proposal put forward by this submission will result in no net increase in the number of roadhouses/services stations capable of being approved along this section of Indian Ocean Drive.

The Amendment is standard under the provisions of Section 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as the amendment would have limited impact on surrounding land and would not result in significant environmental, social and economic impacts.

STATUTORY ENVIRONMENT

Planning and Development Act (2005)

Section 75

Planning and Development (Local Planning Schemes) Regulations 2015

Section 35(1)

Section 37(2)

Shire of Gingin Local Planning Scheme No. 9

Shire of Gingin Local Planning Strategy

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Scheme Amendment Fees of \$4,387 will be payable by the proponent

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015 - 2025

Focus Area	<i>Built Environment</i>
Objective	<i>3 To effectively manage growth and provide for the community</i>
Outcome	<i>3.2 Plan for future development</i>
Strategy	<i>3.2.1 Plan for growth by developing land use planning strategies to meet current and future community needs, and protect the natural environment.</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY**RECOMMENDATION**

It is recommended that Council:

1. Pursuant to section 75 of the *Planning and Development Act 2005*, initiate amend of the Shire of Gingin Local Planning Scheme No. 9 by:
 - a. Including ‘Roadhouse’ on Lot 1021 Gingin Brook Road, Woodridge and ‘Storage’ on Lot 1022 Indian Ocean Drive, Woodridge as Additional Uses;
 - b. Inserting the following definition for ‘Freeway Service Centre’ and ‘Roadhouse’ in Schedule 1 Dictionary of defined words and expressions, Land use definitions:

Freeway service centre: Premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services –

- a) service station facilities;
- b) emergency breakdown repair for vehicles;
- c) charging points for electric vehicles;
- d) facilities for cyclists;
- e) restaurant, café or fast food services, excluding the sale or consumption of alcohol under the Liquor Licensing Act 1988;
- f) take-away food retailing, without a drive-through facility;
- g) public ablution facilities, including provision for truckers, disabled access and infant changing rooms;
- h) parking for passenger and freight vehicles;
- i) outdoor rest stop facilities such as picnic tables and shade areas; and
- j) dump points for the disposal of black and/or grey water from recreational vehicles.

Roadhouse: Premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services –

- a) a full range of automotive repair services;
- b) wrecking, panel beating and spray painting services;
- c) transport depot facilities;
- d) short-term accommodation for guests;
- e) facilities for being a muster point in response to accidents, natural disasters and other emergencies; and
- f) dump points for the disposal of black and/or grey water from recreational vehicles.

c. Amending Schedule 2 – Additional Uses by deleting Additional Use 17 and inserting site specific conditions for Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, Woodridge as follows:

No.	Description of Land	Additional Use	Conditions
24	Lot 1021 Gingin Brook Road, Woodridge	Roadhouse	<ol style="list-style-type: none"> 1. Roadhouse shall be subject to the 'A' requirements of the Scheme. 2. The floor area of the main Roadhouse building being limited to 300m². 3. Overnight accommodation facilities shall not be permitted. 4. Access and egress for the Roadhouse shall be limited to Gingin Brook Road. 5. A Landscaping Plan shall be prepared and implemented as a condition of Planning Approval for a Roadhouse. 6. Vehicle servicing shall be limited to emergency breakdown repairs and one bay for carrying out greasing, tyre repairs and minor mechanical repairs. Panel beating, spray painting, major repairs or wrecking shall not be permitted. 7. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.
25	Lot 1022 Indian Ocean Drive, Woodridge	Storage Office	<ol style="list-style-type: none"> 1. Storage shall be subject to the 'D' requirements of the Scheme. 2. Storage uses shall be limited to those areas shown on the

			<p>Development Site Plan accompanying the Scheme Amendment.</p> <p>3. Access and egress to Indian Ocean Drive shall be limited to the existing crossover.</p> <p>4. Office use is permitted if incidental to the Storage use on the site.</p> <p>5. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.</p>
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and

d. Amending the Scheme Map accordingly.

2. Resolve, pursuant to Regulation 35(1) of the *Planning and Development (Local Planning Schemes) Regulation 2015* (the Regulations), that Local Planning Scheme No. 19 is a standard scheme amendment in accordance with Regulation 34 of the Regulations as the proposal is not included in the Shire's Local Planning Strategy.
3. Authorise the affixing of the Common Seal to and endorse the signing of the amendment documentation.
4. Pursuant to Regulation 37(2) of the Regulations, forward the proposal to the Western Australian Planning Commission.
5. Pursuant to Section 81 and 82 of the *Planning and Development Act 2005*, refer Local Planning Scheme No. 19 to the Environmental Protection Authority.
6. Pursuant to Regulation 47 of the Regulations, give public notice with a public submission period of not less than 42 days.
7. Pursuant to Regulation 41(3) of the Regulations, return the proposal to Council for final consideration to support, modify or not support Local Planning Scheme Amendment No. 19.

RESOLUTION

Moved Councillor Aspinall, seconded Councillor Elgin that Council:

1. Pursuant to section 75 of the *Planning and Development Act 2005*, initiate amend of the Shire of Gingin Local Planning Scheme No. 9 by:

- a. Including 'Roadhouse' on Lot 1021 Gingin Brook Road, Woodridge and 'Storage' on Lot 1022 Indian Ocean Drive, Woodridge as Additional Uses;
- b. Inserting the following definition for 'Freeway Service Centre' and 'Roadhouse' in Schedule 1 Dictionary of defined words and expressions, Land use definitions:

Freeway service centre: Premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services –

- a) Service station facilities;
- b) Emergency breakdown repair for vehicles;
- c) Charging points for electric vehicles;
- d) Facilities for cyclists;
- e) Restaurant, café or fast food services, excluding the sale or consumption of alcohol under the Liquor Licensing Act 1988;
- f) Take-away food retailing, without a drive-through facility;
- g) Public ablution facilities, including provision for truckers, disabled access and infant changing rooms;
- h) Parking for passenger and freight vehicles;
- i) Outdoor rest stop facilities such as picnic tables and shade areas; and
- j) Dump points for the disposal of black and/or grey water from recreational vehicles.

Roadhouse: Premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services –

- a) A full range of automotive repair services;
- b) Wrecking, panel beating and spray painting services;
- c) Transport depot facilities;
- d) Short-term accommodation for guests;
- e) Facilities for being a muster point in response to accidents, natural disasters and other emergencies; and
- f) Dump points for the disposal of black and/or grey water from recreational vehicles.

- c. Amending Schedule 2 – Additional Uses by deleting Additional Use 17 and inserting site specific conditions for Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, Woodridge as follows:

No.	Description of Land	Additional Use	Conditions
24	Lot 1021 Gingin Brook Road, Woodridge	Roadhouse	<p>8. Roadhouse shall be subject to the 'A' requirements of the Scheme.</p> <p>9. The floor area of the main Roadhouse building being limited to 300m².</p> <p>10. Overnight accommodation facilities shall not be permitted.</p> <p>11. Access and egress for the Roadhouse shall be limited to Gingin Brook Road.</p> <p>12. A Landscaping Plan shall be prepared and implemented as a condition of Planning Approval for a Roadhouse.</p> <p>13. Vehicle servicing shall be limited to emergency breakdown repairs and one bay for carrying out greasing, tyre repairs and minor mechanical repairs. Panel beating, spray painting, major repairs or wrecking shall not be permitted.</p> <p>14. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.</p>
25	Lot 1022 Indian Ocean Drive, Woodridge	Storage Office	<p>6. Storage shall be subject to the 'D' requirements of the Scheme.</p> <p>7. Storage uses shall be limited to those areas shown on the Development Site Plan accompanying the Scheme Amendment.</p> <p>8. Access and egress to Indian Ocean Drive shall be limited to the existing crossover.</p> <p>9. Office use is permitted if incidental to the Storage use on the site.</p> <p>10. All development and use shall be in accordance with any plans, conditions and management requirements</p>

			approved by the local government.
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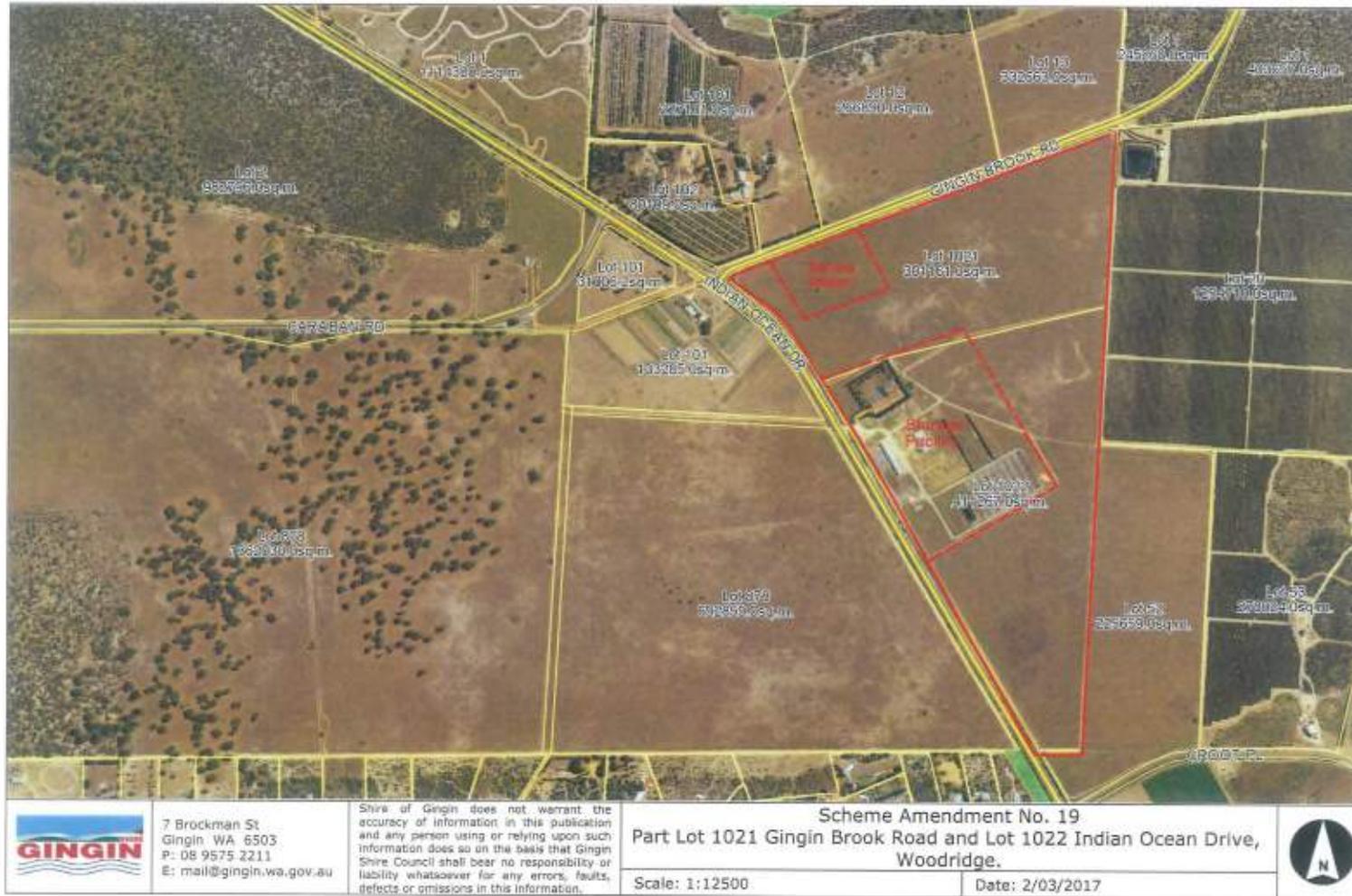
and

d. Amending the Scheme Map accordingly.

2. Resolve, pursuant to Regulation 35(1) of the *Planning and Development (Local Planning Schemes) Regulation 2015* (the Regulations), that Local Planning Scheme No. 19 is a standard scheme amendment in accordance with Regulation 34 of the Regulations as the proposal is not included in the Shire's Local Planning Strategy.
3. Authorise the affixing of the Common Seal to and endorse the signing of the amendment documentation.
4. Pursuant to Regulation 37(2) of the Regulations, forward the proposal to the Western Australian Planning Commission.
5. Pursuant to Section 81 and 82 of the *Planning and Development Act 2005*, refer Local Planning Scheme No. 19 to the Environmental Protection Authority.
6. Pursuant to Regulation 47 of the Regulations, give public notice with a public submission period of not less than 42 days.
7. Pursuant to Regulation 41(3) of the Regulations, return the proposal to Council for final consideration to support, modify or not support Local Planning Scheme Amendment No. 19

CARRIED UNANIMOUSLY

APPENDIX 1



APPENDIX 2



Shire of Gingin LPS 9 - Scheme Amendment 19 Additional Uses (Roadhouse and Storage Facility)

Part Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, WOODRIDGE

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Planning and Development Act 2005

**RESOLUTION TO ADOPT AMENDMENT TO
LOCAL PLANNING SCHEME**

**Shire of Gingin Local Planning Scheme No. 9
Amendment No. 19**

Resolved that the local government pursuant to section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by:

1. Including 'Roadhouse' on Lot 1021 Gingin Brook Road, Woodridge and 'Storage' on Lot 1022 Indian Ocean Drive, Woodridge as Additional Uses.
2. Inserting the following definition for 'Freeway Service Centre' and 'Roadhouse' in Schedule 1 Dictionary of defined words and expressions, Land use definitions:

Freeway service centre: Premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services -

- a) service station facilities;
- b) emergency breakdown repair for vehicles;
- c) charging points for electric vehicles;
- d) facilities for cyclists;
- e) restaurant, café or fast food services, excluding the sale or consumption of alcohol under the Liquor Licensing Act 1988;
- f) take-away food retailing, without a drive-through facility;
- g) public ablution facilities, including provision for truckers, disabled access and infant changing rooms;
- h) parking for passenger and freight vehicles;
- i) outdoor rest stop facilities such as picnic tables and shade areas; and
- j) dump points for the disposal of black and/or grey water from recreational vehicles.

Roadhouse: Premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services -

- a) a full range of automotive repair services;
- b) wrecking, panel beating and spray painting services;
- c) transport depot facilities;
- d) short-term accommodation for guests;
- e) facilities for being a muster point in response to accidents, natural disasters and other emergencies; and
- f) dump points for the disposal of black and/or grey water from recreational vehicles.

3. Amending Schedule 2 - Additional Uses by deleting Additional Use 17 and inserting site specific conditions for Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, Woodridge as follows:

No.	Description of Land	Additional Use	Conditions
24	Lot 1021 Gingin Brook Road, Woodridge	Roadhouse	<ol style="list-style-type: none"> 1. Roadhouse shall be subject to the 'A' requirements of the Scheme. 2. The floor area of the main Roadhouse building being limited to 300m². 3. Overnight accommodation facilities shall not be permitted. 4. Access and egress for the Roadhouse shall be limited to Gingin Brook Road.

			<ol style="list-style-type: none"> 5. A Landscaping Plan shall be prepared and implemented as a condition of Planning Approval for a Roadhouse. 6. Vehicle servicing shall be limited to emergency breakdown repairs and one bay for carrying out greasing, tyre repairs and minor mechanical repairs. Panel beating, spray painting, major repairs or wrecking shall not be permitted. 7. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.
25	Lot 1022 Indian Ocean Drive, Woodridge	Storage Office	<ol style="list-style-type: none"> 1. Storage shall be subject to the 'D' requirements of the Scheme. 2. Storage uses shall be limited to those areas shown on the Development Site Plan accompanying the Scheme Amendment. 3. Access and egress to Indian Ocean Drive shall be limited to the existing crossover. 4. Office use is permitted if incidental to the Storage use on the site. 5. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.

4. Amending the Scheme Map accordingly.

The Amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):

'the amendment would have limited impact on surrounding land and would not result in significant environmental, social and economic impacts; (Section 34).

Dated this _____ day of _____ 20__

(Chief Executive Officer)

SHIRE OF GINGIN

LOCAL PLANNING SCHEME NO. 9

AMENDMENT NO. 19

SCHEME REPORT

DOCUMENT REFERENCE

Control Version	Date	Status	Distribution	Comment
A	11.11.2016	Draft	Client	For Review
B	14.11.2016	Final	Local Authority	For Assessment
C	17.02.2017	Final	Local Authority	For Initiation
D	22.02.2017	Amended Report	Local Authority	For Initiation

Prepared for: Dewar Family Trust

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Version: D

Date: 22 February 2017

Job No & Name: 20195

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1 INTRODUCTION

1.1 Purpose of the Report

This submission has been prepared by Harley Dykstra on behalf of the Dewar Family Trust to facilitate the future development of a Roadhouse on a portion of Lot 1021 Gingin Brook Road and a Storage Facility on a portion of Lot 1022 Indian Ocean Drive, Woodridge ("the application areas").

This submission seeks to initiate a Scheme Amendment to introduce Additional Uses (Roadhouse and Storage Facility) into Schedule 2 of the Shire of Gingin Local Planning Scheme No. 9 (LPS 9). In addition, the proposed Scheme Amendment shall delete Additional Use Site No.17 which provides for development of a Service Station on Lot 52 Croot Place.

The proposed Scheme Amendment seeks to introduce Additional Uses within the application areas in recognition of the suitability of a Roadhouse and Storage Facility in these locations. The application areas are well situated to accommodate the proposed land uses in terms of proximity to a major intersection, proximity to a number of Rural Living settlements, accessibly via existing road infrastructure and the nature of surrounding land use.

The rezoning introduces appropriate management controls relating to land use, access, scale of development and landscape considerations to provide for a sustainable form of development.

This report provides details on the subject land and the proposal, an assessment of the various town planning, environmental and servicing considerations applicable to the site, and the rationale supporting the Scheme Amendment for Additional Uses.

The proposal is supported by an Environmental Assessment Report (**Appendix A**) and Transport Impact Statement (**Appendix B**) for Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive.

1.2 Background

The application areas are located approximately 30km west of the Gingin townsite and 11km east of the Indian Ocean coastline. The northern application area, located wholly within Lot 1021 Gingin Brook Road, is currently vacant and is located at the intersection of Gingin Brook Road and Indian Ocean Drive, both major arterial roads.

The southern application area, located within Lot 1022 Indian Ocean Drive, has a number of existing uses including a dwelling and associated outbuildings, a packing shed, a greenhouse and an open hardstand area. All of these existing uses are expected to be retained and utilised in conjunction with the storage facility. In order for this development to proceed, a Scheme Amendment to designate additional uses over the respective sites is required.



Croot Place is located 1.5km south of Gingin Brook Road along Indian Ocean Drive. Additional Use 17 – *Service Station* currently applies to Lot 52 under LPS 9. Due to the location of the application area at the intersection of two arterial roads, the development of a Roadhouse as proposed by this application is considered more suitable than the site on Lot 52. Further, the designation of a *Priority 3 Public Drinking Water Supply Area* over Lot 52 presents a significant constraint to development of a Service Station at this site. It is thus proposed that the Additional Use at Lot 52 Croot Place be deleted from LPS 9 as part of this Scheme Amendment.

It is acknowledged there are a number of sites on Indian Ocean Drive already zoned for service station use under LPS 9 that have not been constructed. Three of the sites are located within the Shire of Gingin at significant road junctions, where intensification of surrounding land uses has already occurred, or is planned to occur, and significant population growth is expected. This includes a site at the junction of Indian Ocean Drive and the access road to Guilderton. This notwithstanding, the proposal put forward by this submission will result in no net increase in the number of roadhouses/services stations capable of being approved along this section of Indian Ocean Drive.



2 APPLICATION AREAS

2.1 Site Details

The Application Areas comprise a 3ha portion of land located within Lot 1021 Gingin Brook Road and an 11ha portion of land within 1022 Indian Ocean Drive, Woodridge in the Shire of Gingin. The northern application area has a 440m frontage to Gingin Brook Road and the southern application area has a 500m frontage to Indian Ocean Drive (Refer to **Figure 1** below).



Figure 1 Location Plan

The following table details the Certificate of Title particulars for the lots.

Lot	Diagram	Volume	Folio	Area	Registered Proprietors
1021 Gingin Brook Road	54971	2679	548	30ha	Leslie William Dewar Cherryl Ann Dewar
1022 Indian Ocean Drive	54971	2679	549	41ha	Leslie William Dewar Cherryl Ann Dewar
52 Croot Place	18258	1919	519	22.56ha	Leslie William Dewar Cherryl Ann Dewar



2.2 Current Land Use and Surrounding Development

The application areas are zoned "General Rural (GR30)" under LPS 9. The northern application area contained within Lot 1021 is currently vacant of any land use and cleared of all significant vegetation. The southern application area includes an existing residential building and associated vegetation, a packing shed, a greenhouse, an open hardstand, a drainage basin and internal accessways.

Land to the south and east of the application areas is also zoned General Rural (GR30) with areas of land being used for broad acre rural activities including olive groves and crop farming. To the north and west of the application areas, on the opposite side of Gingin Brook Road and Indian Ocean Drive respectively, land is zoned General Rural under LPS 9. Woodridge Estate, located approximately 450m south of the southern application area, is zoned Rural Living (RL2) and comprises rural living lots ranging from approximately 2ha in size.

Additional Use 17 is located at Lot 52 Croot Place, and provides for the development of a Service Station at this site. *Special Control Area 2 (SCA2) – Public Drinking Water Source* is located over Lot 52 Croot Place and surrounding lots to the south, east and west. The location of a Service Station within this lot is not considered desirable considering its location within SCA2. The proposed Scheme Amendment offers a more desirable location for a Roadhouse, being located at the intersection of two arterial roads and outside SCA2.

An Aerial Photograph of the application area is included at **Figure 2**.

2.3 Site Context

The application areas are located approximately 75km north of Perth and 30km west of the Gingin townsite.

Two (2) crossovers are expected to be constructed along Gingin Brook Road to provide access to the proposed Roadhouse. The existing crossover from Indian Ocean Drive will be retained in order to provide access to the office, storage facility and hardstand area.

The proposed roadhouse site is located 1.1km north of Woodridge. A number of other settlements are also in relatively close proximity. Guilderton townsite is located 9km to the south-west, Sovereign Hill and Redfield Park are located 4.5km and 8km to the north-west respectively, and the Seabird townsite is located 14km to the north-west. These settlements would particularly benefit from the development of a Roadhouse at the proposed location. A Site Context Plan showing nearby settlements is included at **Figure 3**.



Figure 2 Aerial photograph



Figure 3 Site Context Plan



2.4 Topography

The study area comprises elevated, gently undulating land at elevations ranging between 52m AHD in the north-east to 70m AHD in the south-west.

The proposed roadhouse is expected to be developed on the north-west part of the subject land, within Lot 1021, while the office, storage facility and hardstand area is to make use of the existing dwelling, packing shed and hardstand located within Lot 1022. According to the Indian Ocean Drive Planning Guideline, service stations/roadhouses should be designed to blend with their landscape setting. It is inappropriate for them to be inevident within the landscape, as they need to be clearly visible. Thus the relatively flat topography at the west of Lot 1021 is most suitable for development of this use. Further details of site topography, including a visual assessment are provided at **Appendix A**.

2.5 Soils and Geology

The Environmental Report at **Appendix A**, prepared by Bayley Environmental Services, advises the Geological Survey of Western Australia (GSWA) maps the subject land as part of the Spearwood Dunes system. The soils are mostly yellow siliceous sands (Qts) derived from and underlain by Tamala Limestone. The soils at the extreme north-west corner of the project site, where the proposed roadhouse shall be located, are mapped as limestone (Ls), indicating that the sand surface layer may be thinner in this area. The soils of the site are stable and have a high capability for development including construction, on-site effluent disposal and drainage. The surface soils are loose and highly porous, making them resistant to water erosion but susceptible to wind erosion when the vegetation cover is removed.

2.6 Vegetation

As referenced in section 3.2 above, the subject land is cleared of vegetation excepting plantings surrounding and associated with the existing dwelling (*Refer to Figure 2*).

2.7 Groundwater and Hydrology

There is no natural surface drainage on the subject site due to the low slopes and porous soils. Surface runoff would occur only over short distances under the most extreme rainfall conditions. The nearest natural surface water feature is the Moore River, which is located approximately 530m north of the proposed roadhouse site. There is no surface drainage path from the subject land to the river. Mapping by the GSWA and records from the Department of Water's WIN database show groundwater at an elevation of 7-8m AHD (45-63m below ground level) beneath the subject site, flowing west-southwest towards the ocean. There is no groundwater interaction, no wetlands and no groundwater-dependent vegetation on the subject land. The nearest mapped wetland is the Moore River (mapped by DPAW as palusplain).



3 SERVICING

3.1 Water Supply

A groundwater licence has been issued by the Department of Water over Lot 1022 which provides an annual water entitlement of 15000KL for dust suppression for industrial purposes, road maintenance and windbreaks.

An appropriate licence would need to be obtained from the Department of Water in order to utilise this water entitlement during operation of the proposed roadhouse. A copy of the Groundwater Licence is included in **Appendix C**.

3.2 Power and Telecommunications

An overhead three phase distribution power line runs along the western boundary of the application area, along Indian Ocean Drive and also along the northern side of Gingin Brook Road. It is anticipated that this existing infrastructure could readily service the proposed development.

3.3 Roads and Access

The location of the proposed roadhouse uses allows suitable access and egress from Gingin Brook Road, a Rural Local Road/Regional Distributor connecting Indian Ocean Drive to Brand Highway.

There is an existing crossover servicing Lot 1022 from Indian Ocean Drive, a Main Road/Primary Distributor road extending from Brand Highway to Wanneroo Road. A number of internal tracks provide access to the existing packing shed, dwelling and open hardstand area via this existing crossover.

The Transport Impact Statement at **Appendix B** prepared by Move Consultants provides further details regarding existing access arrangements.



4 THE PROPOSAL

4.1 Overview of the Proposal

The purpose of the proposed Scheme Amendment is to include "Roadhouse" and "Storage" as Additional Uses on Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, Woodridge to enable the future development of a Roadhouse and Storage facility (including associated office and hardstand) on the site. The Roadhouse is to operate 24 hours per day, seven days per week. The overall floor area of the roadhouse building, incorporating a restaurant and incidental shop (but excluding fuel canopies) would not exceed 300m².

The Concept Development Plans at **Appendix D** illustrate the proposed layout of development on the site including efficient access from Indian Ocean Drive and Gingin Brook Road. The Concept Development Plans also illustrate the indicative location of a proposed Extractive Industry use relative to the application areas, on the eastern portion of Lots 1021 and 1022 which is the subject of a separate application for development approval.

The location of the proposed roadhouse provides suitable separation from surrounding land uses in terms of potential noise from vehicles, whilst still being in a convenient location to service passing vehicles. The roadhouse is also in an appropriate location to service a number of nearby settlements (see **Figure 3**) currently lacking these services.

The existing dwelling is expected to be retained and utilised as a dwelling/office associated with the proposed storage facility. The purpose of the storage facility is to give tourists and travellers the opportunity to store their caravans, boats or the like away from home and in a strategic location adjacent to a major tourist route, namely, Indian Ocean Drive. The storage facility is expected to utilise the existing packing shed as undercover storage, as well as the hardstand area for open air storage. Given the location of the application areas along a major tourist route, as well as its distance from the Perth Metropolitan Region, the proposed storage facility is appropriate for the subject land. It is anticipated the existing use of the packing shed may continue in conjunction with the storage use.

In addition to the land use layout indicated by the Concept Development Plan, the Scheme Amendment will introduce various controls in respect of access, land use permissibility, scale of development and landscape considerations applicable to the application area. The purpose of the Concept Development Plan is to provide a general indication of the scale of development proposed, and the type and configuration of land uses to be accommodated on the subject land. Comprehensive site plans, sections and engineering drawings detailing the design of the land use will be prepared and submitted in support of an application for Development. A Dangerous Goods Storage and Handling License would be sought following Development Approval being issued.



4.2 Infrastructure Requirements

4.2.1 Access

Traffic accessing the roadhouse will utilise Gingin Brook Road rather than obtaining direct access from Indian Ocean Drive. Internal Site access would be constructed prior to the commencement of the use.

Access to the storage facility will be via an existing crossover from Indian Ocean Drive. The Transport Impact Assessment at **Appendix B** confirms the proposed access arrangements are acceptable and includes the following conclusions and recommendations:

- The two proposed crossovers servicing the roadhouse will allow for efficient and effective distribution of site generated traffic to and from Gingin Brook Road;
- The existing Indian Ocean Drive/Gingin Brook Road intersection is sufficient to accommodate site generated traffic;
- The existing crossover servicing Lot 1022 provides sufficient sight distance in accordance with *Austrroads* standards and given the low number of vehicles expected to undertake right hand turns when travelling from the south, no additional road treatments are indicated; and
- Sealing of the crossover is recommended to allow for sufficient manoeuvring into and out of the site by vehicles up to 19m in length.

4.2.2 Water Supply

The existing 15000KL groundwater entitlement would be available to service the proposed use of the land, subject to an amended Department of Water licence being sought at Development Application stage.

4.2.3 Sewerage

The nature of soils on site and the depth to groundwater (ranging between 45-63m below the natural ground level) are suitable for the use of an on-site effluent disposal system to service the Roadhouse. Further details of an appropriate system would be provided at building permit stage.

4.2.4 Power Supply

It is anticipated the existing three phase power line running parallel to Indian Ocean Drive and Gingin Brook Road could provide a suitable power supply for the proposed roadhouse development. No additional servicing is anticipated for the proposed storage use.



4.2.5 Drainage Management

Management of stormwater will be detailed at Development Application stage, with drainage management to include a suitable hydro-carbon interceptor (such as the SPEL Purceptor) to capture incidental spillages during tank filling and dispensing. Such systems form part of the design of all modern roadhouse/service station developments.

4.2.6 Development Controls

The introduction of Additional Uses into Schedule 2 of LPS 9 underpinned by specific zoning provisions will ensure appropriate use and development of the land for a Roadhouse and Storage Facility. Such control provisions could be incorporated within Schedule 2 of LPS 9 and would address matters including:

- Specifying those land uses that may be considered by Council to ensure development of a type and scale that is appropriate within the Additional Use Sites;
- Introducing requirements for the preparation and implementation of Management Plans as conditions of Planning Approval (including landscaping and stormwater management);
- Prohibiting direct access to the Roadhouse and ancillary uses from Indian Ocean Drive;
- Limiting access to the storage uses to the existing crossover from Indian Ocean Drive; and
- Limiting the scale of development, to ensure the roadhouse development does not detract from views from Indian Ocean Drive.



5 PLANNING FRAMEWORK

5.1 Shire of Gingin Local Planning Scheme No. 9

Under the Shire of Gingin LPS 9, the application areas are zoned "General Rural (GR30)". The objectives of the "General Rural" zone are to:

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

An Additional Use is a land use that is permitted on a specific portion of land in addition to the uses already permissible in that zone that applies to the land, subject to the conditions set out in Schedule 2.

Service Stations are designated as an "X" (not permitted) land use within the General Rural zone. Accordingly, Service Stations in the General Rural zone may only be approved by way of an amendment to the Scheme.

The application proposes a Scheme Amendment to introduce Additional Uses into Schedule 2 of LPS 9 in order to facilitate development of a Roadhouse. A "Service Station" is defined under LPS 9 as a premises used for:

- a) "the retail sale of petroleum products, motor vehicle accessories and goods of an incidental/convenience retail nature; and*
- b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles,*
but does not include premises used for a transport depot, panel beating, spray painting, major repairs or wrecking;"

The Shire of Gingin LPS 9 does not currently include the land use classification or accompanying definition for "Roadhouse".

It is noted amended definitions for freeway service centre, roadhouse and service station are being considered as part of the six month review of the *Planning and Development (Local Planning*



Schemes) Regulations 2015. These have been modified as an outcome of the review of Development Control Policy 1.10 –Freeway service centres and roadhouses, including signage.

The proposed amended definitions follow:

Freeway Service Centre: Premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services -

- a) service station facilities;
- b) emergency breakdown repair for vehicles;
- c) charging points for electric vehicles;
- d) facilities for cyclists;
- e) restaurant, café or fast food services, excluding the sale or consumption of alcohol under the Liquor Licensing Act 1988;
- f) take-away food retailing, without a drive-through facility;
- g) public ablution facilities, including provision for truckers, disabled access and infant changing rooms;
- h) parking for passenger and freight vehicles;
- i) outdoor rest stop facilities such as picnic tables and shade areas; and
- j) dump points for the disposal of black and/or grey water from recreational vehicles.

Roadhouse: Premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services -

- a) a full range of automotive repair services;
- b) wrecking, panel beating and spray painting services;
- c) transport depot facilities;
- d) short-term accommodation for guests;
- e) facilities for being a muster point in response to accidents, natural disasters and other emergencies; and
- f) dump points for the disposal of black and/or grey water from recreational vehicles.

On advice from the Department of Planning, it is proposed the above definitions be incorporated into the Scheme as part of the Scheme Amendment. The purpose of including the definition of freeway service centre is due to the definition for roadhouse directly referring to freeway service centre rather than roadhouse being a 'stand-alone' definition.

Service Station: Premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for -

- a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; and/or
- b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.



It is considered the current definition of service station under LPS 9 is sufficient and does not need to be updated to reflect the model definition under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Storage facilities are also designated as an "X" land use within the General Rural zone and thus development may only commence by way of a Scheme Amendment to introduce "Storage" as an "Additional Use". A "Storage" facility is defined under LPS 9 as a:

"premises used for the storage of goods, equipment, plant or materials."

It is considered the above definition is appropriate for the nature of the proposed use and inclusion of the model definition for warehouse/storage is not proposed as part of the Scheme Amendment.

Offices are also designated as an "X" land use within the General Rural zone. Thus development of an office can only be provided for following a Scheme Amendment. In this case, it is proposed to introduce "Office" into Schedule 2 as a use that may only be approved subject to it being incidental to the proposed Storage use. The LPS 9 defines an "Office" as:

"premises used for administration, clerical, technical, professional or other like business activities."

A "Restaurant" is a "D" (discretionary) use under the LPS 9 in the General Rural zone meaning that the use is not permitted unless the local government has exercised its discretion by granting planning approval. A Restaurant is defined under the LPS 9 as:

"premises where the predominant use is the sale and consumption of food and drinks on the premises and where seating is provided for patrons, and includes a restaurant licensed under the Liquor Control Act 1988."

The proposal is compatible with its setting since it is adjacent to roads accommodating a relatively high number of vehicles, including tourists, and neighbouring land uses are unlikely to be negatively impacted by a Roadhouse and Storage Facility. The storage facility in this location along a significant tourist route is logical and the infrastructure required for the storage facility is already established on the subject land. Therefore limited additional development is required for the operation of this land use.

Additional Use 17 – Service Station at Lot 52 Croot Place imposes the following conditions on a Service Station in this location:

- i) *"Buildings associated with the service station to be under one roof.*
- ii) *The site area of the Additional Use to be limited to 1.016 ha.*
- iii) *The floor area of the additional use to be limited to 300m²."*

Appropriate conditions are expected to be imposed on the application area as part of this Scheme Amendment to be complied with at the Development Application stage.



5.2 Shire of Gingin Local Planning Strategy

The Shire of Gingin Local Planning Strategy sets out the longer term planning direction for the Shire over the next 15 – 20 years. Four key economic objectives within the Shire of Gingin are applicable to the proposal being to:

- *"Ensure that the use and development of rural land is both compatible and complementary to agricultural activities."*
- *"Facilitate increased demand and diversification of local service industries."*
- *"Promote the Shire of Gingin as an opportune location for regional development of industry, infrastructure and other specialised regional facilities"*
- *"Curtail the various servicing, management, land use and socio-economic problems associated with rural residential settlement."*
- *"Untapped opportunity for regional industrial development and institutions to take advantage of Gingin's proximity to Perth, availability of unconstrained land and opportunity for regional infrastructure development."*

A number of supporting implementation strategies are to:

- *"Promote increased demand for service industries in all towns by facilitating additional land release for urban and industrial land in and around the townsites."*
- *"Maintain scope and flexibility for regional infrastructure and development opportunity."*
- *"While generally the existing commercial and mixed business/industrial areas should take advantage of the infrastructure, labour market and client base associated with growing towns, there may be a case for special business and nodal commercial development strategically positioned along major roads and intersections."*

The proposal would be considered a special business/nodal commercial development that is strategically located along a major road/intersection, hence is consistent with the above economic objectives.

The Strategy raises concerns over the continuing rural residential development in the Shire of Gingin, exacerbated by the limited ability of the various townsites to service the demands of existing rural residential settlements due to physical separation and limited townsite facilities. The Strategy also raises the issue that virtually all commercial and business/industry activity in the Shire is located along secondary roads servicing the townsites, with little business exposure to the major roads in the district. The proposed roadhouse alleviates these concerns by providing a range of services, including a convenience shop, located on a major road within the Shire in a location which shall benefit existing rural residential settlements.



A number of broad objectives for the environment identified in the Local Planning Strategy are applicable to the application area:

- *"Encouragement of landuse and land management which is environmentally and ecologically sustainable."*
- *"Protection of natural resources, including soil, waterways and wetlands, significant vegetation including old growth trees, flora and fauna."*

The Local Planning Strategy emphasises the importance of providing sufficient services and infrastructure for the community as well as protecting the natural environment. With comprehensive planning and ongoing management, the proposed roadhouse will not only provide a valuable service to the community, but will do so in an environmentally sustainable manner. The storage facility is expected to utilise existing infrastructure, and thus there will be no further impact on the environment in order for the facility to operate.

5.3 Indian Ocean Drive Planning Guideline (2014)

The *Indian Ocean Drive Planning Guideline* sets out broad guidelines for the location, siting and design of various land uses and development, including service stations, along Indian Ocean Drive.

An overarching objective of the *Guidelines* in terms of safeguarding the Indian Ocean Drive's key function as a 'scenic, coastal tourist route' is to:

"provide opportunities for visitors and commuters to experience a safe, enjoyable journey along the road, encouraging them to utilise services and facilities in existing towns and stay longer in the region."

The proposal provides necessary services and assistance to visitors and commuters allowing for a safe and incident free journey.

The following guidelines are specific to service stations and are relevant considerations of the proposal:

1. *New service stations should be located in existing town sites or at intersections between Indian Ocean Drive and access roads to the coastal towns. Where possible, service station access should generally be from a side road, rather than directly from Indian Ocean Drive.*

The proposed roadhouse is located at the intersection of Indian Ocean Drive and Gingin Brook Road, a major east-west transport corridor. Gingin Brook Road offers suitable access to the roadhouse rather than direct access from Indian Ocean Drive.

2. *A proposal for a service station requires an amendment to the relevant local planning scheme for the land to be zoned as 'Special Use', with the services and facilities provided restricted to those which are essential for driver safety and amenity. The following provisions that relate to a 'Special Use - Service Station' site should be inserted into the relevant local planning scheme:*



- *restaurant facilities – eating area to be no greater than 80 square metres (equivalent to approximately 50 sit-down customers) with limited take-away food retailing contained within a single building without a drive through fast-food facility;*
- *convenience shop – with an aggregate retail floor space no greater than 65 square metres;*
- *a fuel outlet – retail outlet only with no bulk fuel service;*
- *vehicle servicing – limited to emergency breakdown repairs and one bay for carrying out greasing, tyre repairs and minor mechanical repairs (excluding premises used for a transport depot, panel beating, spray painting, major repairs or wrecking);*
- *toilet facilities including provision for the disabled and an infant changing room;*
- *overnight accommodation to be prohibited; and*
- *parking for a range of vehicles.*

The proposed Scheme Amendment intends to amend LPS 9 to include Additional Uses including a Roadhouse and Storage, which will have a similar effect to a Special Use. From the Shire of Gingin's perspective, inclusion of Additional Uses is preferred over a Special Use zone.

Whilst the *Guideline* seeks to limit the scale of development along Indian Ocean Drive, the proposal should be considered in the context of the existing additional use site at Lot 52 Croot Place which provides for a single building with a floor area of 300m². Similarly, the Service Station at Lot 101 Seabird Road (Additional Use Site No.15) provides for a single building with a floor area of 300m².

The current proposal seeks to retain a similar scale of development. The Concept Development Plans indicatively show a shop of 62m² and restaurant of 80m² within a single building of approximately 300m² (excluding the motor forecourt canopy). The roadhouse building would also comprise other incidental components including ablution facilities, administration/office areas, service areas, kitchen and storage areas etc.

A separate diesel forecourt would be provided to achieve safe and efficient traffic movement on site. It is considered this layout is consistent with the intent of the *Guideline* and that the overall floor area of 300m² (which may include a shop component exceeding 65m²) for the primary roadhouse building, should be retained. No accommodation facilities, such as chalets or a caravan park are proposed. Conditions would be included in Schedule 2 of LPS 9 to control the scale of development and land use including prohibiting overnight accommodation and major vehicle servicing, panel beating, spray painting etc.

3. *Proposals for service stations should be supported by a site level visual landscape assessment (Appendix 2), which also addresses associated infrastructure.*

The Environmental Report at **Appendix A** includes a site level visual landscape assessment which satisfies the above requirement.



4. *Proposals in visually dominant sites, such as at the focal point of an important view, will not be supported.*

The application area is not a visually dominant site and does not offer an important view.

5. *A landscaped setback of an appropriate size should be provided at the front and sides of the development. The extent of landscape setbacks at the front and side boundaries of the service station should be assessed on a site-specific basis and be dependent on outcomes of site level visual landscape assessment. Locally indigenous plant species that are common along Indian Ocean Drive and will grow to the required height and density should be used in the landscape treatment (Appendix 3).*

A condition of approval of the Scheme Amendment will be to prepare a Landscape Plan at the Development Application stage to satisfy the above provisions. The Concept Development Plans supporting the Scheme Amendment show a generous setback of 50m from Indian Ocean Drive and 25m from Gingin Brook Road which is considered to achieve a suitable physical setback as well as providing for appropriate landscaping to be established.

6. *The local and regional context should be considered in the building design and layout. Examples of style and materials that borrow their themes from Indian Ocean Drive landscape include: casual, low-key coastal holiday style; natural materials such as limestone and rammed earth using local soil; materials reminiscent of local shacks, such as corrugated iron and wood window frames.*

Design elements reflecting the themes encouraged by the Guideline could be incorporated into plans prepared at Development Application stage.

7. *All new utility lines, including power, telephone and data lines that serve the proposed development should not be located within the Indian Ocean Drive view shed corridor when it is feasible to locate them elsewhere. They should be installed underground where possible. If located above ground level they should be located on the inland side of the road or located as to be inconspicuous from Indian Ocean Drive shielded from view from the scenic corridor within existing vegetation and/or revegetation.*

All service lines are located below ground with the exception of power lines. These, however, are located on the inland side of Indian Ocean Drive and are thus compliant with the above guideline.

8. *Proposals should demonstrate that access can be provided to Indian Ocean Drive, without detriment to the operation of Indian Ocean Drive, to the satisfaction of Main Roads. The standard of construction and other issues regarding access should be to the satisfaction of Main Roads.*

A Transport Impact Statement has been prepared which demonstrates that access and egress to both the Roadhouse and Storage Facility can be provided to the satisfaction of Main Roads.



9. *Signage may be visible from Indian Ocean Drive but not dominate the view and should be in accordance with Main Roads requirements.*

It is expected that a condition of approval Development could ensure signage is designed and installed in accordance with the above specifications.

The *Guideline* also requires development such as Service Stations to be visible but blend into its setting. The Roadhouse is thus required to complement the landscape's natural features including form, colour and texture. Individual components that have the potential to draw attention should be obscured from view as much as possible. Compliance with these requirements shall be demonstrated at the Development Application stage.

5.4 State Planning Policy 2.5 – Rural Planning

The objectives of SPP 2.5 are to:

- a) *support existing, expanded and future primary production through the protection of rural land,*
- b) *particularly priority agricultural land and land required for animal premises and/or the production*
- c) *of food;*
- d) *provide investment security for existing, expanded and future primary production and promote*
- e) *economic growth and regional development on rural land for rural land uses;*
- f) *outside of the Perth and Peel planning regions, secure significant basic raw material resources and provide for their extraction;*
- g) *provide a planning framework that comprehensively considers rural land and land uses, and facilitates consistent and timely decision-making;*
- h) *avoid and minimise land use conflicts;*
- i) *promote sustainable settlement in, and adjacent to, existing urban areas; and*
- j) *protect and sustainably manage environmental, landscape and water resource assets.*

Consistent with the objectives of SPP 2.5, the proposed Scheme Amendment will enable the continued use of surrounding land for primary production and will not impact on the proposed extraction of basic raw materials (sand) from the subject land. The proposed roadhouse will promote sustainable settlement within the Shire by providing essential services in proximity to existing settlements including Woodridge, Sovereign Hill and Redfield Park, whilst incorporating appropriate controls to protect environmental and landscape assets and minimise land conflicts.



5.5 State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The Western Australian Planning Commission's State Planning Policy 3.7 – *Planning in Bushfire Prone Areas* (SPP 3.7) and accompanying *Guidelines for Planning in Bushfire Prone Areas* is intended to ensure effective risk based land use planning in order to preserve life and reduce the impact of bushfire on property and infrastructure. Only the northern corner of Lot 1021 and the southern portion of Lot 1022 has been designated as bushfire prone by the Fire and Emergency Services Commissioner as illustrated on the Department of Fire and Emergency Services mapping over page (Figure 5).



Figure 5 Bushfire Prone Areas Mapping

Given the proposed Roadhouse is well separated from the portions of the lots designated as bushfire prone, a BAL Assessment (Basic) Report has been prepared by an accredited Bushfire Planning practitioner.

A copy of the BAL Assessment (Basic) Report and associated mapping is included at **Appendix E**.



5.6 State Planning Policy 2.7 – Public Drinking Water Source Policy

The objective of SPP 2.7 is to:

- *“ensure that land use and development within PDWSAs is compatible with the protection and long-term management of water resources for public water supply.”*

Lot 52 Croot Place currently zoned Additional Use 17 – Service Station is located within a Public Drinking Water Source Area and thus is not compatible with the development of a Service Station. Rather, the subject land is a more appropriate location since it is outside the PDWSA.

5.7 Development Control Policy 1.10

The WAPC has prepared *Development Control Policy 1.10 – Freeway service centres and roadhouses, including signage*. The Policy applies to local scheme amendments and hence it is relevant to this proposal.

This proposal has been prepared having regard to the provisions of the DC Policy 1.10 and is considered to satisfy all relevant aspects of the Policy including applicable locational and siting measures. Further detailed aspects of DC Policy 1.10 relating to design would be addressed at development application stage.

As detailed in section 6.1 of this Report, the land use definitions for ‘roadhouse’ and ‘freeway service centre’ in DC 1.10 shall generally be included in LPS 9 as part of the Scheme Amendment.

It is noted the DC Policy provides for convenience shops having an aggregate retail floor space up to 150m² (or greater in special circumstances) which significantly exceeds the limit of 65m² for a shop contained within the *Indian Ocean Drive Planning Guideline*. It is considered some flexibility should be applied in relation to the area of shop floor space as referenced in section 6.3 of this Report.

5.8 EPA Guidance No. 3

EPA Guidance No. 3 recommends generic separation distances between industrial land uses and sensitive land uses. With respect to a 24 hour operating Service Station, a 200m buffer is recommended for sensitive uses. The proposed roadhouse satisfies these recommended buffer distances.

An extractive industry (sand quarry) is proposed approximately 500m to the east of the roadhouse site over Lots 1021 Indian Drive, Lot 1022 Gingin Brook Road, with access derived via Lot 52 Croot Place. The location of the extractive industry is illustrated on the Concept Plan at **Appendix D**.

EPA Guidance No. 3 includes the following definition for sensitive land use:

Land uses considered to be potentially sensitive to emissions from industry and infrastructure include residential developments, hospitals, hotels, motels, hostels, caravan parks, schools, nursing



homes, child care facilities, shopping centres, playgrounds, and some public buildings. Some commercial, institutional and industrial land uses which require high levels of amenity or are sensitive to particular emissions may also be considered "sensitive land uses". Examples include some retail outlets, offices and training centres, and some types of storage and manufacturing facilities.

Given a roadhouse is not a commercial/industrial use requiring a high level of amenity, it would not be considered a sensitive land use. Whilst the recommended separation distance between sand extraction operations and sensitive land uses of 300m–500m would not necessarily be applicable, a minimum separation of 500m would be achieved between the roadhouse and sand extraction operation in any event. A standard condition applied to extractive industries requiring preparation of a dust management plan would ensure there would be no unreasonable impacts on the operator or patrons of the roadhouse as a result of the proposed extractive industry operation.



6 ENVIRONMENTAL CONSIDERATIONS

6.1 Environmental Report

The Environmental Assessment Report included at **Appendix A** provides a high level environmental assessment, focussing on the site capability and landscaping impact of the proposal.

The Environmental Assessment Report confirms there are no significant environmental constraints associated with a Roadhouse and Storage Facility being operated from the site.

6.2 Dangerous Goods Safety Act and Regulations

In addition to development controls imposed via the planning approval process, the operation of service stations is also regulated by the Department of Mines and Petroleum (Resources Safety Section) via the issue of a Dangerous Goods Site Licence. Conditions of licences issued under the Dangerous Goods Safety Act and Regulations include requirements for ongoing inspection, monitoring and reporting to the responsible authority.



7 PLANNING MERIT

The proposed use of part Lots 1021 Gingin Brook Road and 1022 Indian Ocean Drive for a Roadhouse and Storage Facility is considered appropriate in this location given its situation at the intersection of two major arterial roads, its compatibility with nearby land uses, the scale of development, the separation from sensitive land uses, and ease of access from both Indian Ocean Drive and Gingin Brook Road. The development will assist in providing sufficient services for nearby settlements as well as passing Indian Ocean Drive traffic.

The siting and appropriate management of the development will ensure there will be no impact on adjoining land uses.

The proposal outlined in this submission has been carefully prepared on the basis of the strategic, environmental and servicing opportunities and constraints applicable to the land. Support for this proposal is based on the following rationale:

- The application areas are located at the corner of Indian Ocean Drive and Gingin Brook Road and fronting Indian Ocean Drive respectively, arterial roads attracting high levels of traffic and allowing ease of access to the application areas.
- The application areas are surrounded by rural land uses that will not be impacted by a roadhouse development. The proposed roadhouse has sufficient separation from sensitive and potentially conflicting land uses.
- The proposed roadhouse, located 1.1km north of Woodridge, 9km north-east of the Guilderton townsite, 4.5km south-east of Sovereign Hill, 8km south-east of Redfield Park and 14km south-east of the Seabird townsite will provide a range of services that are currently lacking within these settlements.
- The northern portion of the application area intended for the development of a roadhouse is currently vacant of any development or vegetation. The southern portion of the application area, intended for the development of a storage facility, already has the necessary infrastructure in place. Thus, the proposal will not negatively impact existing vegetation or land uses.
- In contrast to the Additional Use 17 – Service Station at Lot 52 Croot Place, the proposed roadhouse is not located within a Public Drinking Water Source area.
- The proposed storage facility is a unique, yet marketable service in view of the relatively high levels of tourism traffic using Indian Ocean Drive.
- The Environmental Report confirms soils on site are suitable for a Roadhouse and Storage Facility on the subject land. Further, the Report demonstrates that groundwater can be protected via appropriate planning controls. There will be no adverse impact on the landscape values of Indian Ocean Drive and other incidental environmental matters such as noise and light spill can be readily addressed via the planning process. Hence, if



properly managed, no environmental impacts will result as a consequence of development of the land.

- The Transport Impact Assessment confirms that increased traffic generated by the roadhouse can be appropriately managed, and access and egress for passenger vehicles, semi-trailers and B-double trucks is achievable to the roadhouse via Gingin Brook Road. Further, traffic generated by the storage facility can be accommodated directly from Indian Ocean Drive.
- The proposal addresses matters relating to land management and environmental controls, drainage, land use compatibility, and servicing issues.
- The proposal is consistent with the broad objectives of the Shire of Gingin Local Planning Strategy.
- The proposal is consistent with the objectives of relevant State Planning Policies (SPP 2.5, SPP 2.7 and SPP 3.7).
- The proposal is consistent with the Indian Ocean Drive Planning Guideline.



8 CONCLUSION

This report has been prepared by Harley Dykstra with respect to a proposed Scheme Amendment to enable Additional Uses (Roadhouse and Storage Facility) to be developed on Lots 1021 Gingin Brook Road and 1022 Indian Ocean Drive, Woodridge.

Additional Uses introduced via a Scheme Amendment provides the avenue for appropriate land use and management controls to be enforced, particularly in respect of access, landscape considerations, traffic management, scale of development, permissible land use and other development matters, to provide for high quality, sustainable essential servicing infrastructure in this location.

The preceding assessment against the applicable requirements of the Shire of Gingin town planning decision making framework, confirms the proposal meets all relevant requirements. Thus it is logical to progress with an amendment to provide for a Roadhouse and Storage Facility to be developed on Lots 1021 Gingin Brook Road and 1022 Indian Ocean Drive under the Shire of Gingin LPS 9.

APPENDIX A

Environmental Report
(Bayley Environmental Services)

**PROPOSED SERVICE STATION, OFFICE,
STORAGE FACILITY AND HARDSTAND**

**LOT 1021 GINGIN BROOK ROAD AND LOT 1022
INDIAN OCEAN DRIVE, WOODRIDGE**

ENVIRONMENTAL ASSESSMENT REPORT

Prepared for

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Report No. J16005
20 October 2016

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trading as Bayley Environmental Services

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1.0 INTRODUCTION

1.1 Overview

LW & CA Dewar, the owners of Lots 1021 and 1022 Indian Ocean Drive, Woodridge (the subject land), propose to develop a service station/roadhouse, office, caravan/boat storage and outdoor hardstand/storage facility on the subject land. The proposal will require a Scheme amendment to rezone the land from Rural to Special Use – Roadhouse and Storage Facility.

The proposed service station on Lot 1021 replaces an approved but not constructed service station site, located about 1.4km south of the current proposal on Lot 52 Croot Place, which is also owned by the proponents. The proposed office will be housed in an existing residence on Lot 1022. The undercover caravan/boat storage facility will be developed in an existing packing shed and greenhouse on Lot 1022. The outdoor storage/hardstand will be developed on the site of a former shade house on Lot 1022. Figure 1 shows an aerial view of the site and the locations of the existing and proposed structures.

The WAPC has requested a high-level environmental assessment, focussing on the site capability and the landscape impact of the proposal. Bayley Environmental Services was commissioned in April 2016 to prepare the EAR, including:

- collation of environmental data including groundwater, surface water, topography, soils, neighbouring residences and Aboriginal heritage sites;
- preliminary site contamination assessment based on historical aerial photography review;
- assessment of the physical impacts including groundwater, drainage, odour, noise, dust and erosion; and
- preliminary visual assessment based on the WAPC's *Indian Ocean Drive Planning Guideline* (2014) and *Visual Landscape Planning in Western Australia* (2007).

1.2 The Proposal

1.2.1 Service Station

The service station will be located on a 1.3ha site on the north (inland) side of Indian Ocean Drive at its junction with Gingin Brook Road. Vehicular access to the service station will be from Gingin Brook Road.

The service station will include a covered forecourt, petrol and diesel pumps, car parking, restaurant, bathrooms, shop and separate truck filling bay. The restaurant,

bathrooms and shop will be housed in a single building with a floor area of approximately 300m², which is the same as the currently approved service station on Lot 52 Croot Place.

Landscape plantings of trees, shrubs and garden beds will be established to partially screen the service station from Indian Ocean Drive and create a pleasing appearance.

The service station will operate 24 hours per day, seven days per week. The service station will fill a significant market need, as there is currently no fuel available on Indian Ocean Drive.

1.2.2 Undercover Caravan and Boat Storage Facility

The undercover storage facility will have a total area of 2,650m² and will be housed in an existing shed and shade house. The facility will be used for storage and minor maintenance (washing etc.) of cars, caravans and boats. There will be no bulk hydrocarbon storage or major servicing carried out on the site.

The undercover storage facility will be accessed from Indian Ocean Drive via the existing entrance, which will be upgraded and bitumenised.

1.2.3 Outdoor Storage/Hardstand Facility

The outdoor facility will have a total area of 1,6ha and will be located on the site of a former plant nursery. The facility will be used for storage of cars, caravans and boats. There will be no hydrocarbon storage, servicing or maintenance carried out on the site.

The outdoor facility will be accessed from Indian Ocean Drive via the existing entrance to the undercover facility.

1.2.4 Office

The office will be housed in the existing residence on Lot 1022 and will be accessed via the existing entrance off Indian Ocean Drive. Modifications will be limited to internal fitout.

2.0 EXISTING ENVIRONMENT

2.1 Topography

The subject site lies on elevated, gently undulating land at elevations of 52m AHD in the north-east to 70m AHD in the south-west. The slope varies from 0% to 9%, averaging about 2% over the site. Figure 2 shows the topography.

Most of the site is slightly higher than the adjacent parts of Indian Ocean Drive except the service station site, which is slightly lower.

2.2 Geology and Soils

The Geological Survey of Western Australia (GSWA) maps the subject land as part of the Spearwood Dunes system. The soils are mostly yellow siliceous sands (Qts) derived from and underlain by Tamala Limestone. The soils of the extreme north-west corner of the project site, including the proposed service station, are mapped as limestone (Ls), indicating that the sand surface layer may be thinner in this area. Figure 2 shows the GSWA soil mapping.

The soils of the site are stable and have a high capability for development including construction, on-site effluent disposal and drainage. The surface soils are loose and highly porous, making them resistant to water erosion but susceptible to wind erosion when the vegetation cover is removed.

2.3 Acid Sulphate Soils

The soils of the subject site have a low to nil risk of acid sulphate soil occurrence due to their elevation and limestone origin. The nearest mapped high ASS risk is 960m to the north-west, adjacent to the Moore River.

2.4 Hydrology

2.4.1 Surface Water

There is no natural surface drainage on the subject site due to the low slopes and porous soils. Surface runoff would occur only over short distances under the most extreme rainfall conditions.

The nearest natural surface water feature is the Moore River, which runs in a generally south-westerly direction about 600m north of the service station site (Figure 2). There is no surface drainage path from the subject land to the river.

2.4.2 Groundwater

Mapping by the GSWA and records from the Department of Water's WIN database show groundwater at an elevation of 7-8m AHD (45-63m bgl) beneath the subject site, flowing west-southwest towards the ocean (Figure 2).

There is no groundwater interaction, no wetlands and no groundwater-dependent vegetation on the subject land. The nearest mapped wetland is the Moore River (mapped by DPAW as palusplain), located about 530m north of the site.

2.4.3 Water Resources

The subject site is located within the Guilderton South (superficial aquifer) and SA3 South (confined aquifer) sub-areas of the Gingin Groundwater Area. The Department of Water manages allocations for this sub-area under the *Gnangara Groundwater Areas Allocation Plan* (2009). The Allocation Plan shows that the total quantity available for allocation from the superficial aquifer in this sub-area is 11 GL/a, but that more than 11.5 GL/a is currently allocated, meaning that no additional superficial groundwater is available for allocation in this sub-area. The Leederville aquifer is also over-allocated in this sub-area (2.9GL/a allocated vs 2.6GL/a available).

The property holds a licence to abstract 15,000 KL/a of water from the superficial aquifer via one of three existing production bores for dust suppression, road maintenance and windbreak irrigation in connection with a proposed sand quarry on the eastern side of the property.

2.5 **Vegetation and Flora**

The project land is completely cleared of native vegetation. Some rows of trees and shrubs have been planted as windbreaks around the residence and former flora nurseries.

2.6 **Fauna**

There is no natural habitat for native fauna on the subject site. Fauna using the site would be those adapted to highly disturbed environments.

2.7 **Existing and Surrounding Land Uses**

The subject site has previously been used for broadacre grazing but is currently unstocked.

The land to the north and west is used for broadacre grazing. To the south, about 1.1km from the proposed service station and across Indian Ocean Drive, is the Woodridge rural-residential estate, consisting of about 340 1ha to 5ha lots. To the east is an olive tree orchard, while further to the south-east are extensive irrigated horticulture operations.

To the east of the proposed service station but still within Lots 1021 and 1022 is a proposed sand extraction operation (Figure 1). An Extractive Industry Licence application for this operation was submitted to the Shire of Gingin in September 2015.

The nearest neighbouring residences are about 180m west, 250m north-west and 275m north of the service station site across Gingin Brook Road. The proposed service station will be visible from the house to the west, but none of the project elements will be visible from the residences to the north-west or north. Figure 2 shows the surroundings of the project site.

2.8 Aboriginal Heritage

The Department of Aboriginal Affairs (DAA) online database shows one registered Aboriginal heritage site (20008: Gingin Brook Waugal Site) impinging on the north-east corner of the subject land (Appendix A and Figure 2). However, the DAA has advised that the actual registered site boundaries are restricted to the vicinity of Gingin Brook and do not affect the subject land. The DAA's advice is attached in Appendix A.

The owners are aware of and will comply with their obligations under the *Aboriginal Heritage Act 1945* in relation to the discovery of previously unknown sites during development.

2.9 Site Contamination

Landgate historical aerial photography shows that the subject land has been used for broadacre grazing since at least 1981, the date of the earliest photography. Land uses visible on aerial photography since 1981 have included.

- 1981 - Grazing.
- 2000 - Small house, motocross track, soil stockpile(?).
- 2003 - Larger house, excavation and fill, sheds, floriculture, lined pond, topsoil stripping.
- 2006 - More buildings, compost heap(?).
- 2008 - Floriculture discontinued?
- 2010 - Centre pivot irrigation in NE.
- 2012 - Centre pivot irrigation ceased.

Intensive agriculture (including market gardens, glasshouses and orchards) is considered by the DER (DoE, 2004a) to have potential to cause contamination by organochlorine and organophosphate pesticides and herbicides, heavy metals, hydrocarbons and carbamates. However, the age of the former operations on the subject land (all post 2000) suggest that these activities would have been managed in line with modern practice (particularly absence of organochlorines) that minimises the risk of contamination. This, and the nature of the land use proposed, indicate that no further assessment of contamination is necessary.

2.10 Landscape

The subject land and surrounds presents a landscape of rolling hills, farmland and low shrubland with some taller trees, mostly planted, along the roadsides. Long views of farmland and bush areas are available from high points on Indian Ocean Drive and Gingin Brook Road. There are no ocean views available from the road in the vicinity of the subject land.

Most of Indian Ocean Drive in the vicinity is bordered by shrubs (<5m) in the road reserve and/or planted trees (<10m) in adjacent paddocks, which limit views from the road to mostly less than 30m. Occasional longer views are possible through gaps in the roadside vegetation.

A detailed examination of landscape features, impacts and management in relation to the proposed developments is presented in Section 3.1.

3.0 ENVIRONMENTAL IMPACTS AND MANAGEMENT

3.1 Landscape

3.1.1 Proposed Service Station Site

The proposed service station site is a 1.3ha section of cleared paddock at the corner of Indian Ocean Drive and Gingin Brook Road. The site slopes down slightly from the adjacent roads. The service station will be visible from Indian Ocean Drive from about 500m south and 200m north, and from Gingin Brook Road within about 240m of the intersection. From other parts of the roads the site is obscured by terrain and/or vegetation. The service station will not be skylined from any view location. Figures 3 and 4 show simulated views of the service station site from Indian Ocean Drive.

Visibility from the road is a necessary and desirable feature of service stations. Nevertheless, the scale and layout of the service station will influence its degree of impact on the landscape.

The *Indian Ocean Drive Planning Guideline* (WAPC, 2014) includes the following recommendations for service stations on Indian Ocean Drive:

- Located in existing townsites or at major intersections.
- Design should blend with the landscape.
- No bulk fuel sales (i.e. depot).
- Limited servicing facilities.
- No overnight accommodation.
- Parking on site.
- Landscaped setbacks at front and sides.
- Location-sympathetic design and construction materials.
- New utilities (power lines etc.) outside Indian Ocean Drive view corridor (i.e. north of IOD) or underground.
- Signage in accordance with MRWA standards.

The design of the service station meets these guidelines to the extent possible at this early stage of planning. The detailed design will be undertaken with due consideration for the Planning Guideline recommendations. In particular, the landscape design will incorporate plantings of trees, shrubs and garden beds to partially screen the service station from the roads and the house opposite and to create a pleasing appearance.

3.1.2 Existing (Approved) Service Station Site

The existing service station site is located in a cleared paddock at the corner of Indian Ocean Drive and Croot Place. The site is visible from Indian Ocean Drive between about 650m north and 75m south of the site, and from Croot Place from about 300m. From other parts of the roads the site is screened by trees and/or terrain. Figures 5 and 6 show simulated views of the site from Indian Ocean Drive.

The existing site slopes up slightly from the road, so structures on the site would tend to be more visible at close range than on the proposed site. Overall, however, there would be little difference in visibility between the existing and proposed sites.

3.1.3 Undercover Storage Facility

The undercover storage facility will be located in an existing shed/warehouse on Lot 1022. There will be little change to the site except upgrading and sealing of the existing driveway entrance.

The building is visible from Indian Ocean Drive between about 170m north and 220m south of the site. Figure 7 shows a view of the building from Indian Ocean Drive.

Landscape plantings of trees and shrubs will be established to screen the storage facility from the road, so the only visible elements will be the driveway and signage in accordance with MRWA standards and Council requirements.

3.1.4 Outdoor Storage Area

The outdoor storage area/hardstand will be established on the site of an existing, disused shade house. This structure is located 185m from Indian Ocean Drive and is not visible from the road.

Trees and shrubs will be planted between the outdoor storage area and Indian Ocean Drive to ensure that vehicles parked on the hardstand will not be visible from the road.

3.2 **Surface Water and Groundwater Protection**

Modern service stations are equipped with protective measures including double-walled storage tanks and cathodic protection systems to minimise the risk of tank leaks, and hydrocarbon interceptors to capture spillages during tank filling and dispensing. The proposed service station will incorporate these measures. The risk will be further reduced by the absence of major servicing and hydrocarbon (other than fuel) storage on site.

The undercover and outdoor storage areas will present a similarly low risk due to the absence of bulk hydrocarbon storage and servicing facilities.

The proposed service station site presents an extremely low risk of groundwater or surface water contamination due to its separation from watercourses, limestone-based soils and depth to groundwater. These site characteristics mean that any hydrocarbon contamination that did escape the protective systems would be unlikely to reach the groundwater or surface watercourses within any meaningful time frame.

The approved service station site at the corner of Croot Place and Indian Ocean Drive is located within Priority 3 Public Drinking Water Supply Area (PDWSA), the Woodridge Water Reserve, which was declared in 1999 to protect the groundwater supply for the Woodridge rural living estate. The PDWSA is designated as a Special Control Area (SCA2 - Public Drinking Water Source) under the Shire of Gingin Town Planning Scheme. The zoning of the service station site pre-dates the PDWSA, having been approved in 1991.

The Department of Water considers service stations to be compatible with Priority 3 groundwater protection areas (DoE, 2004b) but recommends that they be sewered. No sewerage connection is available to either the approved or the proposed service station site. Nevertheless, it is considered that the proposed service station location about 1.3km outside the PDWSA is superior to the approved site in terms of groundwater protection.

3.3 Noise and Dust

The service station and storage facilities will generate little noise during operation other than from vehicle movements. The noisiest element is likely to be the service station.

Operational dust emissions from the service station and other project components will be minimal due to the sealing of all trafficked areas.

The EPA' Guidance No. 3: *Separation Distances Between Industrial and Sensitive Land Uses* (2005) recommends a default separation of 200m from houses for 24-hour service stations. The forecourt of the proposed service station is 190m from the nearest residence, a single house on the other side of Indian Ocean Drive. It is considered that the separation is adequate because:

- The sounds from the service station will be less loud and probably less frequent than those from high-speed vehicles on Indian Ocean Drive.
- The truck filling bay, which may generate more noise, is 240m from the house.
- The service station will be accessed from Gingin Brook Road, so reducing noise impacts on the house from traffic entering the driveway.
- The EPA guidance includes service stations with car washing facilities, which generate significant noise but will not be part of the proposal.

- The nearby house operates as a vegetable and fruit sales outlet, which may benefit from having an attractor such as a service station nearby.

It is noted that the proposed service station is further from houses than the approved site, which is within 200m of three houses in the Woodridge estate, with the closest being approximately 125m from the service station.

3.4 Light Spill

Light spill from the service station at night could affect the nearest house if not managed correctly. To minimise the potential for impacts, all forecourt lights, security lights and other external lights will be directed and shaded so that no direct light reaches the nearby residence.

3.5 Construction Impacts

Potential impacts of noise, dust and erosion will be managed during construction to minimise the impact on road users and nearby residents. The construction contractor will implement a Construction Management Plan for all site works to ensure that impacts are minimised. The Construction Management Plan will include at least the following:

Dust Minimisation

- No topsoil stripping will occur when the wind speed is greater than 25km/hr. No earthworks will occur in winds of greater than 40km/hr.
- Dust will be suppressed on any disturbed ground and stockpiles during dry soil conditions by watering, hydromulching, wind fencing and/or covering.
- An adequate supply of water for dust suppression will be kept on site at all times.
- Ground to be disturbed will be wetted prior to soil disturbance.
- Soil stockpiles will be limited to a height of 2.5m to minimise dust generation and facilitate watering.
- Other dust minimisation measures will include minimising areas of disturbance, limiting volume and speed of construction traffic, and instructing site workers in dust minimisation.

Erosion and Sedimentation

- Vehicles and machinery will be kept to designated roads, tracks and work areas.

Hazardous Materials

- All environmentally hazardous materials will be stored in their original labelled containers (or labelled jerrycans in the case of petroleum products) in a ventilated sea container equipped with appropriate signage, fire extinguishers and a spill response kit.
- Material Safety Data Sheets (MSDS) and a chemical register for all hazardous materials on the site will be maintained by the site supervisor in the site office.

-
- No refuelling or servicing of heavy machinery will be carried out on site.

Complaints Register

- The construction manager will maintain a record of any public complaints and the actions taken in response.

4.0 REFERENCES

- DoE (2004a). *Potentially Contaminating Activities, Industries and Landuses*. Contaminated Sites Management Series No. 8. Department of Environment, Perth.
- DoE (2004b). *Land Use Compatibility in Public Drinking Water Source Areas*. Department of Environment, Perth.
- DoW (2009). *Gnangara Groundwater Areas Allocation Plan*. Water resource allocation and planning series Report no. 30. Department of Water, Perth.
- EPA (2005). *Guidance No. 3: Separation Distances Between Industrial and Sensitive Land Uses*. Environmental Protection Authority, Perth.
- Geological Survey of Western Australia (1977). *Moore River – Cape Leschenault Map Sheets 2035 III and Pt 1935 II..* 1:50,000 Urban Geology Series. GSWA, Perth.
- WAPC (2007). *Visual Landscape Planning in Western Australia*. Western Australian Planning Commission, Perth.
- WAPC (2014). *Indian Ocean Drive Planning Guideline*. Western Australian Planning Commission, Perth.

Figures



Figure 1

DEVELOPMENT SITE PLAN

Source: Harley Dykstra





Figure 2

ENVIRONMENTAL FEATURES

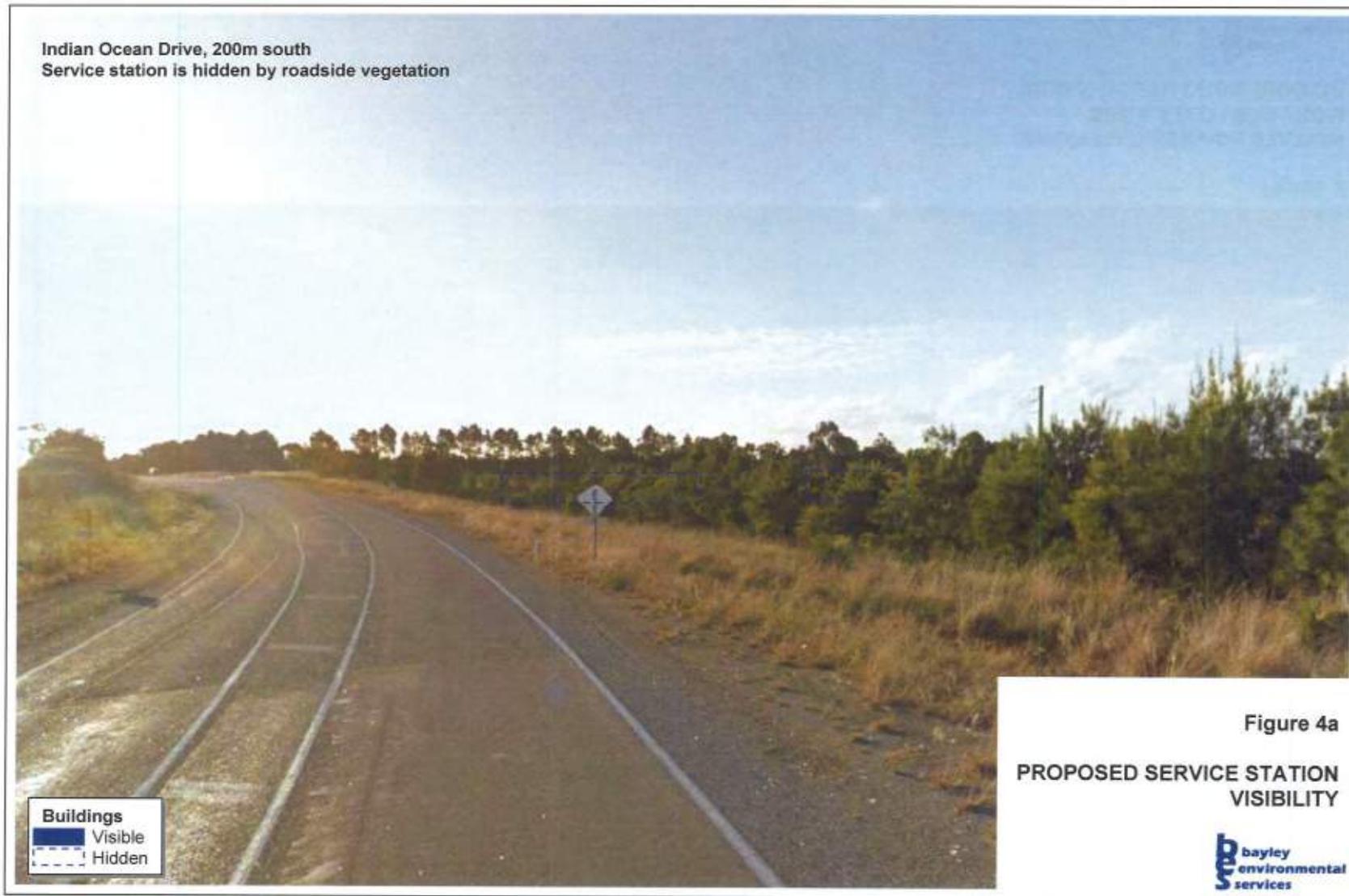




Figure 3

PROPOSED SERVICE STATION
SIMULATED VIEW FROM
INDIAN OCEAN DRIVE (NORTH)





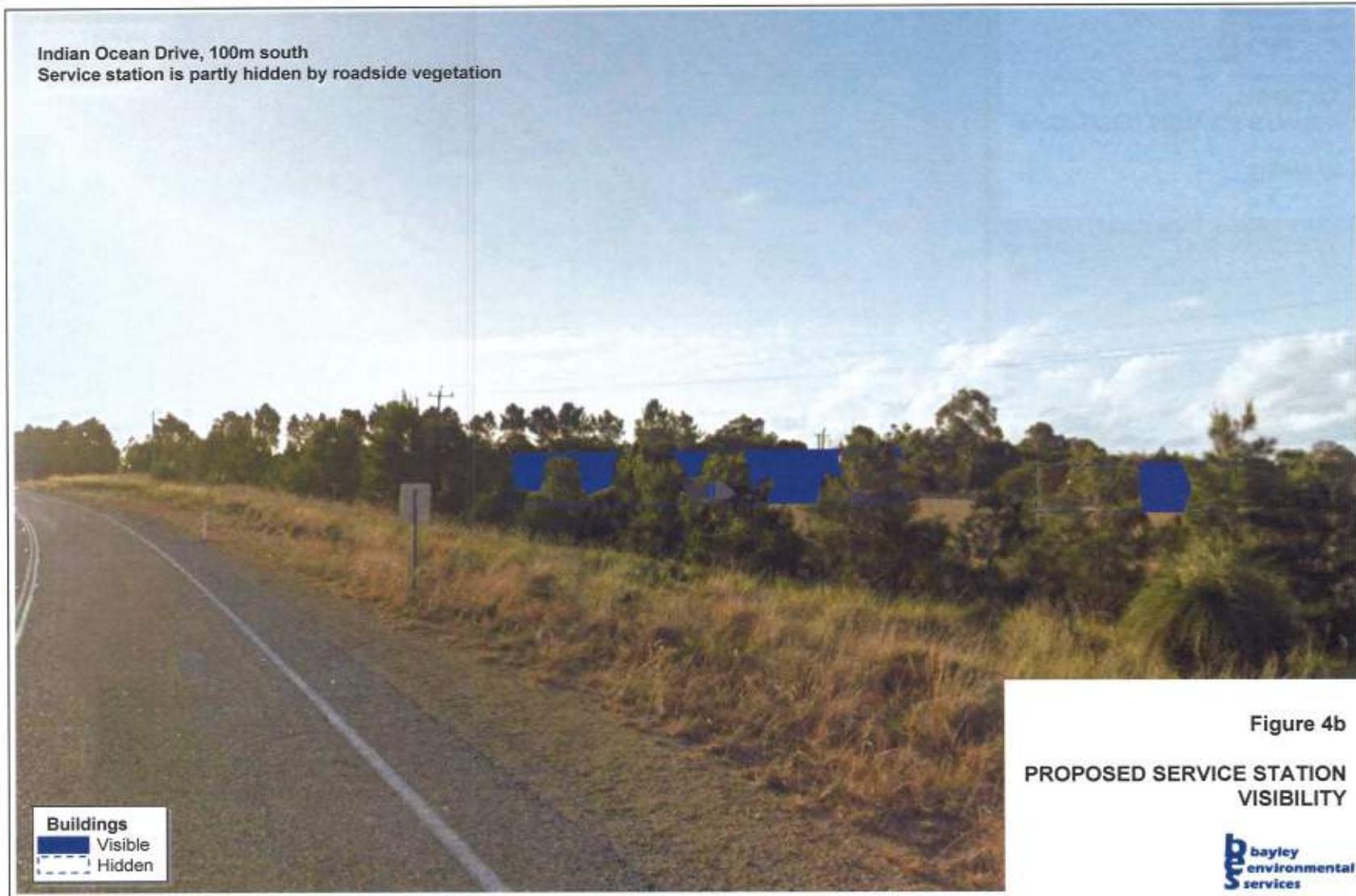






Figure 5

APPROVED SERVICE STATION SITE
SIMULATED VIEW FROM
INDIAN OCEAN DRIVE (SOUTH)





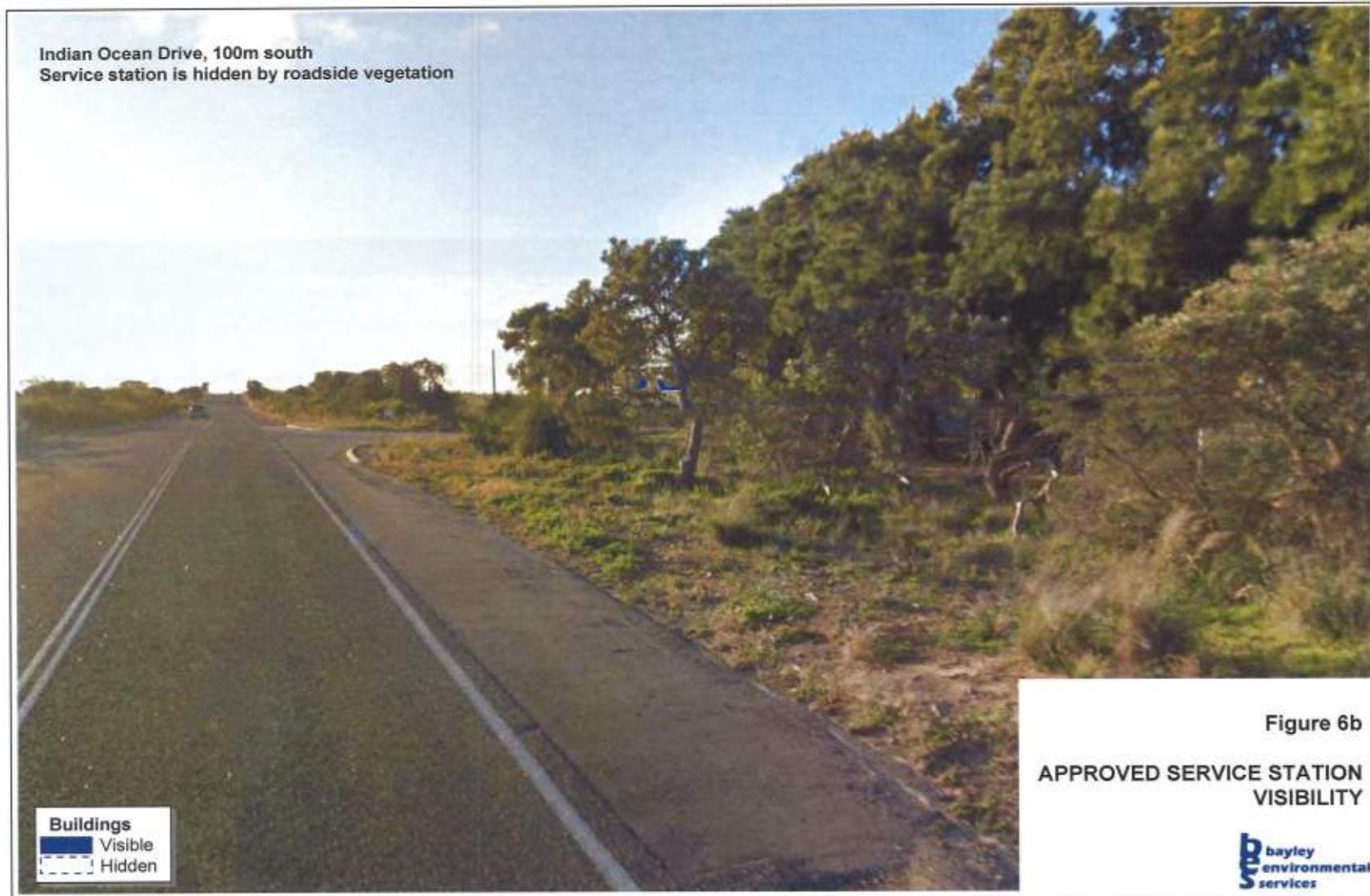




Figure 7

UNDERCOVER STORAGE FACILITY
VIEW FROM INDIAN OCEAN DRIVE (SOUTH)



Appendix A

Aboriginal Heritage Sites Search and DAA Advice



Government of Western Australia
Department of Aboriginal Affairs

Aboriginal Heritage Inquiry System

Aboriginal Sites Database

Search Criteria

3 Registered Aboriginal Sites in Custom search area; 365145.63mE, 6532680.87mN (zone 50) ; 367503.23mE, 6535106.89mN (zone 50)

Disclaimer

The *Aboriginal Heritage Act 1972* preserves all Aboriginal sites in Western Australia whether or not they are registered. Aboriginal sites exist that are not recorded on the Register of Aboriginal Sites, and some registered sites may no longer exist.

The information provided is made available in good faith and is predominately based on the information provided to the Department of Aboriginal Affairs by third parties. The information is provided solely on the basis that readers will be responsible for making their own assessment as to the accuracy of the information. If you find any errors or omissions in our records, including our maps, it would be appreciated if you email the details to the Department at HeritageEnquiries@daa.wa.gov.au and we will make every effort to rectify it as soon as possible.

Copyright

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Coordinate Accuracy

Accuracy is shown as a code in brackets following the coordinates.



Aboriginal Heritage Inquiry System

Aboriginal Sites Database

Terminology (NB that some terminology has varied over the life of the legislation)

Place ID/Site ID: This a unique ID assigned by the Department of Aboriginal Affairs to the place

Status:

- o **Registered Site:** The place has been assessed as meeting Section 5 of the *Aboriginal Heritage Act 1972*.
- o **Other Heritage Place which includes:**
 - **Stored Data / Not a Site:** The place has been assessed as not meeting Section 5 of the *Aboriginal Heritage Act 1972*
 - **Lodged:** Information has been received in relation to the place, but an assessment has not been completed at this stage to determine if it meets Section 5 of the *Aboriginal Heritage Act 1972*

Access and Restrictions:

- o **File Restricted = No:** Availability of information (other than boundary) that the Department of Aboriginal Affairs holds in relation to the place is not restricted in any way.
- o **File Restricted = Yes:** Some of the information that the Department of Aboriginal Affairs holds in relation to the place is restricted if it is considered culturally sensitive. This information will only be made available if the Department of Aboriginal Affairs receives written approval from the informants who provided the information. Download the [Request to Access Restricted Information](#) letter and form.
- o **Boundary Restricted = No:** place location is shown as accurately as the information lodged with the Registrar allows.
- o **Boundary Restricted = Yes:** To preserve confidentiality the exact location and extent of the place is not displayed on the map. However, the shaded region (generally with an area of at least 4km²) provides a general indication of where the place is located. If you are a landowner and wish to find out more about the exact location of the place, please contact DAA.
- o **Restrictions:**
 - **No Restrictions:** Anyone can view the information.
 - **Male Access Only:** Only males can view restricted information.
 - **Female Access Only:** Only females can view restricted information

Legacy ID: This is the former unique number that the former Department of Aboriginal Sites assigned to the place. This has been replaced by the Place ID / Site ID.



Government of Western Australia
Department of Aboriginal Affairs

Aboriginal Heritage Inquiry System

Aboriginal Sites Database

List of Registered Aboriginal Sites with Map

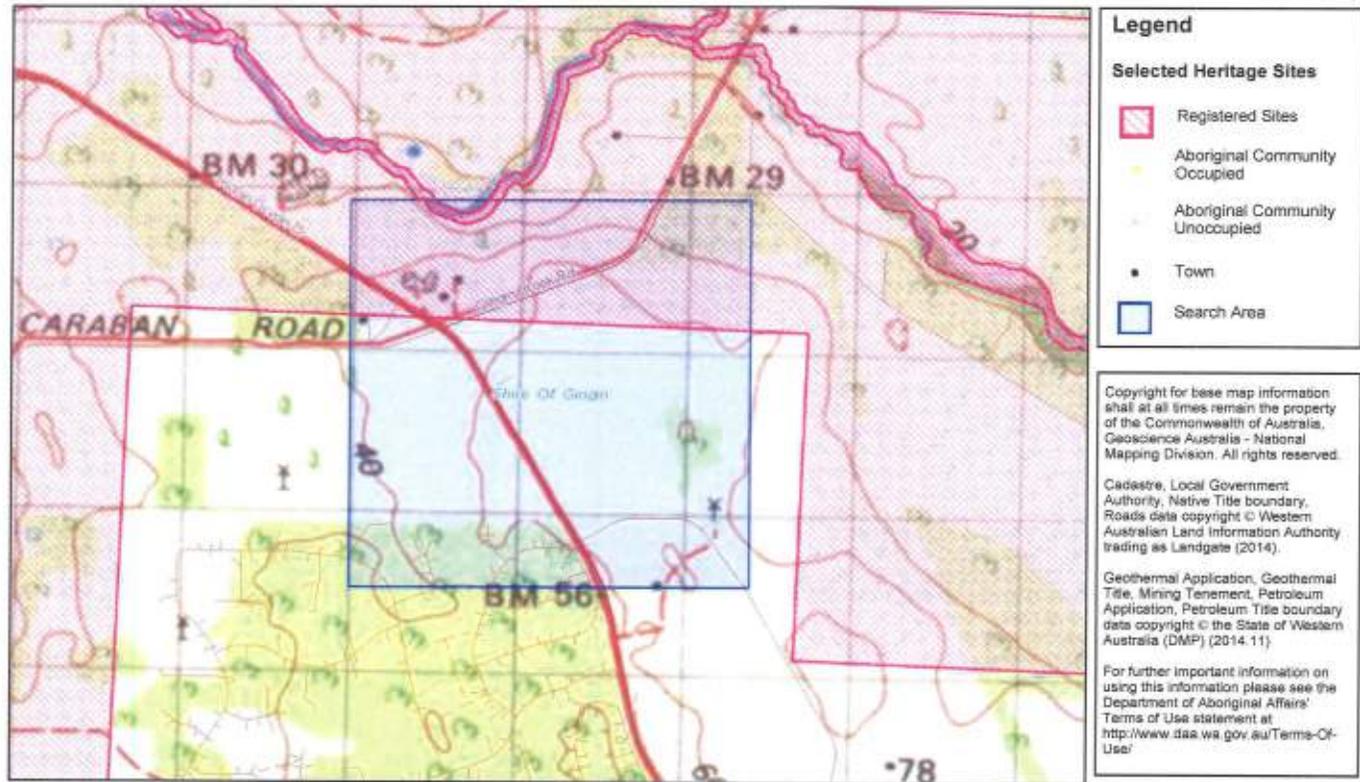
Site ID	Site Name	File Restricted	Boundary Restricted	Restrictions	Status	Site Type	Knowledge Holders	Coordinates	Legacy ID
20008	Gingin Brook Waggyl Site	Yes	Yes	No Gender Restrictions	Registered Site	Historical, Mythological	*Registered Knowledge Holder names available from DAA	Not available when Place location is restricted	
20749	MOORE RIVER WAUGAL	No	No	No Gender Restrictions	Registered Site	Mythological	*Registered Knowledge Holder names available from DAA	389582mE 6549648mN Zone 50 [Reliable]	
21620	Chandala Brook	No	No	No Gender Restrictions	Registered Site	Mythological	*Registered Knowledge Holder names available from DAA	389626mE 6549540mN Zone 50 [Reliable]	



Government of Western Australia
Department of Aboriginal Affairs

Aboriginal Heritage Inquiry System

Aboriginal Sites Database



Phil Bayley

From: Cesar Rodriguez (Heritage) [Cesar.Rodriguez@daa.wa.gov.au]
Sent: Thursday, 20 November 2014 6:05 PM
To: Phil Bayley
Subject: RE: Site search - Woodridge

Hi Phil

Thank you for that. I can confirm that neither location intersects with the boundary of any Registered Aboriginal heritage site or 'Other Heritage Place'. There are no known heritage reasons for the works not to proceed. Prior to commencing works it is recommended you review the State's Aboriginal Heritage Due Diligence Guidelines available at the link below:

<http://www.daa.wa.gov.au/Documents/HeritageCulture/Heritage%20management/Aboriginal%20Heritage%20Due%20Diligence-30-April-2013-Updated-Oct.pdf>

Please contact me if you require further information

Kind regards

Cesar

Cesar Rodriguez
Manager Approvals & Advice
Department of Aboriginal Affairs
Ground Floor, 151 Royal Street, East Perth WA 6004
Ph: (08) 6551 8092 Fax: (08) 6551 8088
Cesar.Rodriguez@daa.wa.gov.au www.daa.wa.gov.au

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-----Original Message-----

From: Phil Bayley [<mailto:phil@bayley.com.au>]
Sent: Thursday, 20 November 2014 5:49 PM
To: Cesar Rodriguez (Heritage)
Subject: RE: Site search - Woodridge

Hi Cesar,

The Woodridge site is Lot 1021 Gingin Brook Road. The Aboriginal site crosses at MGA 366 192 mE / 6 534 330 mN.

The Serpentine site is Lots 611 and 615 Arnold Road. The Aboriginal site crosses at about 404 894 mE / 6 418 134 mN.

Thanks muchly,

Phil Bayley
BAYLEY ENVIRONMENTAL SERVICES
30 Thomas Street
SOUTH FREMANTLE 6162

tel: 08 9335 9160
fax: 08 9335 9160
mob: 0427 808 633

-----Original Message-----

From: Cesar Rodriguez (Heritage) [<mailto:Cesar.Rodriguez@daa.wa.gov.au>]
Sent: Thursday, 20 November 2014 5:40 PM
To: Phil Bayley
Subject: RE: Site search - Woodridge

Hi Phil

Am in the process of reviewing both these matters. Do you have lot numbers or GPS locations for each of these. I will respond immediately once received.

Thank you

Cesar

Cesar Rodriguez
Manager Approvals & Advice
Department of Aboriginal Affairs
Ground Floor, 151 Royal Street, East Perth WA 6004
Ph: (08) 6551 8092 Fax: (08) 6551 8088
Cesar.Rodriguez@daa.wa.gov.au www.daa.wa.gov.au

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-----Original Message-----

From: Phil Bayley [<mailto:bayley@iinet.net.au>]
Sent: Tuesday, 18 November 2014 4:14 PM
To: Cesar Rodriguez (Heritage)
Subject: Site search - Woodridge

Dear Cesar,

I hope you can help me with an Aboriginal site query. I am working on a proposed sand quarry south of Gingin Brook Road in Woodridge. The DAA database shows a registered site, 20008 (Gingin Brook Waggy) across part of the site of the proposed quarry (see attached map). The quarry is over 700m from the Brook. I am assuming that the presence of the site on the land is just an artefact of the mapping and that the heritage site doesn't have any direct impact on the quarry site. Can you advise whether my assumption is correct?

While I've got you, I e-mailed a similar request in October regarding a site in Serpentine (attached), and I don't think I got a response. Can you advise on this one as well?

Many thanks,

Phil Bayley

APPENDIX B

Transport Impact Statement

(Move Consultants)

Proposed Roadhouse and Scheme Amendment

Lots 1021 and 1022, Gingin Brook Road

TRANSPORT IMPACT ASSESSMENT – V4

FINAL REPORT

Prepared for: Harley Dykstra

Prepared by: Move Consultants



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October 2016

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

October 2016

DOCUMENT ISSUE AUTHORISATION

Issue	Rev	Date	Description	Checked	Approved
1	0	14/07/2016	FINAL	HH	HH
2	1	30/08/16	REV	HH	HH
3	2	15/09/16	REV	HH	HH
4	3	28/10/16	REV	HH	HH

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Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

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Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

October 2016

1. INTRODUCTION

1.1 OVERVIEW

This Transport Impact Assessment has been prepared by Move Consultants on behalf of Harley Dykstra with regard to a Scheme Amendment associated with regard to a proposed roadhouse development to be located at the south-east corner of Indian Ocean Drive and Gingin Brook Road, Neergabby in the Shire of Gingin on Lots 1021 and 1022, Gingin Brook Road, Neergabby in the Shire of Gingin. Lot 1021 is currently vacant and an existing storage/packing shed facility is located on Lot 1022.

1.2 SITE LOCATION

The site is located on the south side of Gingin Brook Road, Neergabby, east of Indian Ocean Drive. The site is located within the south-east corner of the unsignalised T-intersection of Indian Ocean Drive/Gingin Brook Road, approximately 9km due north-east of the Guilderton Townsite. The subject site is located within a primarily rural area and is shown in **Figure 1**.



Figure 1: Site Location

The general regional context is shown in Figure 2.

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

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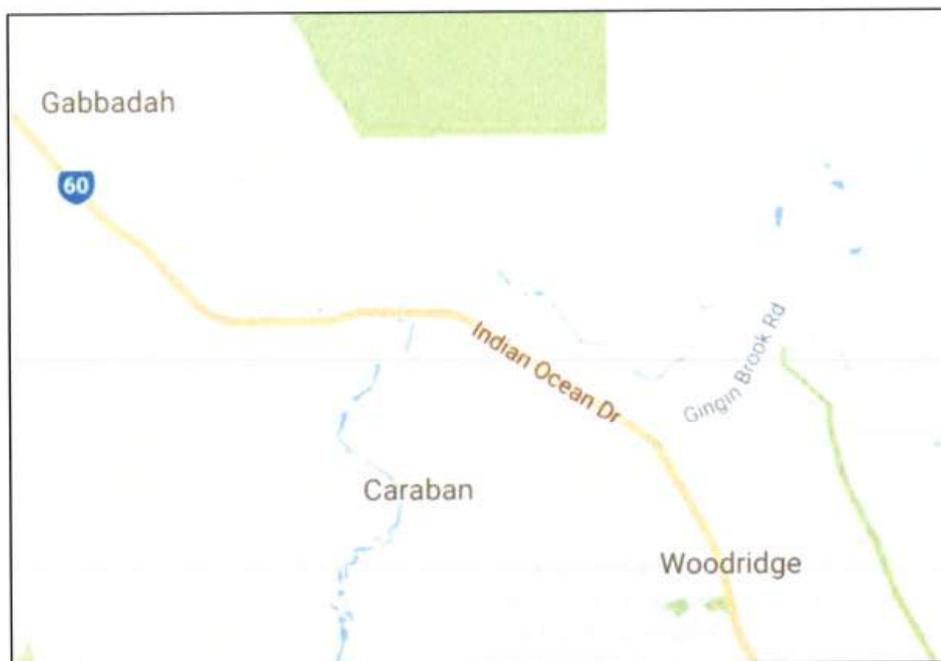


Figure 2: Regional Context

1.3 SCOPE OF ASSESSMENT

This report has been prepared in accordance with the Western Australian Planning Commission's *Transport Assessment Guidelines for Developments: Volume 2 – Structure Plans* (2006) and the Shire of Gingin's, *Local Planning Scheme No. 9*.

Specifically, this report aims to assess the impacts of the proposed development on Lot 1021 and future activity on Lot 1022 on the boundary road network as part of the technical supporting documentation for a proposed Scheme Amendment and future Development Application. In addition, the assessment considers the proposed access, circulation, and egress arrangements to and from the site.

For this purpose, the traffic impacts to the boundary road network including Indian Ocean Drive and Gingin Brook Road have been assessed under future proposed traffic conditions with regard to the potential impacts from additional traffic generated by the proposed development of the site and inclusive of existing activities currently undertaken on Lot 1022.

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

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Existing traffic volumes were obtained from Main Roads WA and indicate that the existing volumes for Indian Ocean Drive, in the vicinity of the site and both north and south of Gingin Brook Road, are in the order of 3,100 vpd on a typical weekday and an average of 3,400 vpd on a weekend day (MRWA, 2015). No documented data for Gingin Brook Road, abutting the site; however, a review of the existing spatial distribution of land uses, connections to the boundary road network and travel patterns indicates that indicative daily volumes along Gingin Brook Road would be less than 1,000 vpd, east of Indian Ocean Drive. These volumes are consistent with the road classification of these roads and are within the practical road capacities for these roads.

3. PROPOSED DEVELOPMENT

Indicative development plans for the site have been prepared by Harley Dykstra and are attached in **Appendix A**.

3.1 PROPOSED LAND USES

The proposal seeks the development of a roadhouse/service station to incorporate the following elements:

Lot 1021

- Restaurant/Roadhouse/Shop
- 3 conventional fuel bowsers
- Truck parking (for vehicles up to 27.5m in length)
- On-site car parking for motor vehicles and caravans
- A bus layover/caravan layover area
- Diesel bowsers.

Lot 1022

- Caravan and boat storage facility.

It should be noted that existing activities currently undertaken on Lot 1022 relate to seasonal citrus fruit packing, delivery of raw materials and pick-up of market-ready product.

3.2 PROPOSED ACCESS AND PARKING ARRANGEMENTS

The proposed access to the site consists of two proposed crossovers to the south side of Gingin Brook Road to be located approximately 90m and 220m, respectively, east of the intersection with Indian Ocean Drive, on Lot 1021 and retention of the existing crossover to Lot 1022 on Indian Ocean Drive, approximately 460m south of the intersection with Gingin Brook Road. The proposed access arrangements will allow for efficient and effective distribution of site-generated traffic to and from the boundary road network. The westernmost crossover to Gingin Brook Road will be utilised by vehicles up to 19m in length with all other vehicles greater in length using the easternmost crossover. The crossover to Indian Ocean Drive will also accommodate vehicles up to 19m in length.

4. TRANSPORT ANALYSIS

A traffic generation and distribution exercise has been undertaken to assess the potential traffic impacts associated with the proposed development. The aim of this exercise was to establish the traffic volumes which would be generated from the proposed development and to quantify the effect that the additional traffic has on the surrounding road network and is also inclusive of existing seasonal activities associated with the fruit packing operation on Lot 1022.

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

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4.1 TRIP GENERATION

A detailed review of documented information relating to similar road house developments both in Perth and in the Pilbara and similar facilities indicates that the expected trip generation would be in the order of a maximum of 200 to 300 vph during the respective weekday peak hours.¹ An additional reference was sourced in relation to a similar proposed facility in Karratha within the Gap Ridge industrial area.² The estimated traffic generation was similar to that documented in the Horrocks (2014) and Arup (2013) report with peak hour traffic in the order of 280vph. It should be noted that due to the type of facility proposed, it is reasonable to assume that 50% of the traffic generated by the development is derived from passing trade with the majority of this trade originating and destined to Indian Ocean Drive. This would result in a net increase in trips on Indian Ocean Drive in the order of 28 to 30 vehicle trips during the respective peak hours with an increase in traffic on Gingin Brook Road of a maximum of 300 vph associated with development on Lot 1021. It has been estimated that the daily traffic generation associated with the roadhouse element is in the order of a maximum of 2,000 to 3,000 vpd with 50% of this traffic as 'passing trade'. In relation to future traffic generation on Lot 1022, which has direct frontage to Indian Ocean Drive, the expected activity is estimated to be in the order of a maximum of 50 traffic movements per day, inclusive of staff movements (both inbound and outbound) with peak traffic generation typically occurring during school holiday and summer periods and generally distributed during the daytime period. Peak maximum hourly traffic generation during the typical weekday a.m. and p.m. peak periods is anticipated to be in the order of 5 to 6 movements per hour (both inbound and outbound).

In addition to proposed ultimate development on the lands, activities currently taking place on Lot 1022 relate to the delivery of picked fruit (raw materials in the form of citrus fruit), packing on-site and pick-up of market-ready fruit in boxes for delivery to retail outlets. This is currently a seasonal activity with typical peak volumes between October and May with 5-day a week operation (typically Wednesday through Sunday) with operating hours on a daily basis ranging between 7 a.m. and 6 p.m. Currently 3 to 4 staff are employed on the site with average delivery and pick-up movements by vehicles ranging between 12.5m and 19m in length are in the order of 20 movements per day (10 inbound/10 outbound) with staff movements of approximately 20 vpd (10 inbound/10 outbound). The resultant traffic generation on Lot 1022 is therefore in the order of 40 vpd with expected a.m. and p.m. peak hour volumes in the order of 4 to 6 vph (2 to 3 inbound/2 to 3 outbound).

In total, the maximum traffic generation, including the seasonal activities currently undertaken on Lot 1022, on a daily basis is expected to be in the order of 3,090 vpd or less over both road frontages and when adjusted to reflect passing trade, the net additional traffic would be in the order of 1,550 vpd.

4.2 TRIP DISTRIBUTION

Based upon the existing traffic patterns in the area and the spatial distribution of adjacent land uses, the following distribution for the proposed 'new' development generated traffic for Lot 1021 has been assumed:

- 55% to and from the north via Indian Ocean Drive (north);
- 40% to and from the south via Indian Ocean Drive (south); and
- 5% to and from the east via Gingin Brook Road.

¹ Source: Horrocks Engineers (2014) *All American Truck Stop Traffic Impact Study*.

² Source: Arup (2013) *Lot 9, Gap Ridge, Karratha Transport Statement*.

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

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All traffic to and from the proposed activity on Lot 1022 will access the site via Indian Ocean Drive with an estimated distribution equally distributed between northbound and southbound traffic. No permeability or reciprocal access between Lots 1021 and 1022 is proposed as part of this application.

The resultant new site-generated traffic in the context of weekday daily and a.m. and p.m. peak hour-generated traffic for the boundary road network would be as follows based upon the replacement of the existing land uses on the site taking into account the 50% passing trade element with regard to the fact that the traffic generated by existing packing shed activities currently undertaken on Lot 1022 are already included in the existing traffic volumes documented in Section 2 of this report:

- Indian Ocean Drive (North):
 - Daily: +108 vpd
 - A.M. Peak Hour: +14 vph
 - P.M. Peak Hour: +14 vph
- Indian Ocean Drive (South):
 - Daily: +85 vpd
 - A.M. Peak Hour: +14vph
 - P.M. Peak Hour: +14 vph
- Gingin Brook Road:
 - Daily: -+1,500vpd
 - A.M. Peak Hour: +150 vph
 - P.M. Peak Hour: +150 vph

A review of the Shire's TPS indicates that land to the south-west flanking the western boundary of Indian Ocean Drive has been zoned to *Rural Living* with an indicative yield of approximately 300 dwelling units which would result in approximately 2,400 vpd traffic generation. The inclusion of this ultimate development scenario into the total traffic plus the subject site-generation would still result in significant residual practical capacity along Indian Ocean Drive in the vicinity of the site with practical capacity in the order of 10,000 to 15,000 vpd. No upgrades to Indian Ocean Drive are planned in the vicinity of the site.

No additional traffic analysis was undertaken at the intersection of Indian Ocean Drive/Gingin Brook Road as the warrants for minimum traffic volumes along Indian Ocean Road are not met according to Austroads warrants. The existing layout of the Indian Ocean Drive/Gingin Brook Road intersection is sufficient to accommodate the anticipated site-generated traffic with the dedicated northbound right-turn and southbound left-turn pockets adequate to accommodate vehicles up to 27.5m in length with no anticipated queuing or vehicular delays at this location.

It should be noted that the proposed layout of the proposed activities on both Lots 1021 and 1022 will ensure an efficient and effective distribution of site-generated traffic to and from the boundary road network. The estimated increases in traffic on the boundary road network can be comfortably accommodated within the practical capacities of the respective road links. The boundary road network is classified as a *RAV Network 4* which allows for passage and use by vehicles less than or equal to 27.5m in length, as per *Main Roads WA Restricted Access Vehicle Network* guidelines. It can therefore also be concluded that the proposal is consistent with the adjacent road network's RAV Network classification. If 36.5m vehicles are proposed to access the site under future build-out

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

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conditions, an application to modify the existing RAV Network to a minimum RAV Network 6 will be required to be submitted to the Shire in consultation with MRWA.

Main Roads WA Mid-West Region has provided the following feedback in relation to the proposal and related to the proposed access to the storage facility on Lot 1022:

"It is considered the treatment of the existing access arrangements on Indian Ocean Drive at SLK 29.15 would need to be upgraded to enable light vehicles using the access to safely decelerate and accelerate on Indian Ocean Drive and provide for vehicles on Indian Ocean Drive to overtake vehicles waiting to turn right into Lot 1022 Indian Ocean Drive. The type of upgrades required would be determined by the submission of the Traffic Statement.

Also, the use intensification of Lot 1022 Indian Ocean Drive would require the existing gravel crossover to be sealed."

A detailed review of the proposed crossover location to Lot 1022 indicates that there is sufficient sight distance to meet minimum Safe Intersection Sight Distance (SISD), Approach Sight Distance (ASD) and Minimum Gap Sight Distance (MGSD) requirements outlined in Austroads *Guide to Road Design: Part 4A – Signalised and Unsignalised Intersections*. The anticipated maximum peak hourly volumes as well as the indicative distribution of demand during a typical peak demand day is very low and would not meet minimum volume warrants which would dictate that a Basic Right-Turn Treatment (BAR) is not warranted at this location with a vehicle entering from the south would occur on average less than once an hour maximum. A review of the crash history along this section of road does not indicate a rear end crash pattern and this is indicative that the existing risk associated with manoeuvring into a driveway or intersection utilising a right-turn is minimal. The expected maximum number of right-turns at this location is in the order of 23 to 25 per day, representing an increase of 13 to 15 vehicles per day. Therefore, auxiliary treatments at this location are not warranted. If shared access between Lots 1021 and 1022 is to be afforded as part of a future Development Application, an additional review will be required. The crossover would benefit from upgrading to allow for sufficient manoeuvring into and out of the site by vehicles up to 19m in length through the full sealing of the existing crossover.

5. VEHICULAR ACCESS AND PARKING

5.1 ON-SITE QUEUING, CIRCULATION AND ACCESS

The proposed site plan indicates three points of access and egress to and from the site as follows:

- Westernmost crossover to the south side of Gingin Brook Road approximately 90m east of Indian Ocean Drive – entry/exit by passenger vehicles, caravans and vehicles up to 19m in length.
- Easternmost crossover to the south side of Gingin Brook Road approximately 220m east of Indian Ocean Drive – entry/exit by passenger vehicles and caravans plus entry/exit by vehicles up to 27.5m in length.
- Full movements crossover to the east side of Indian Ocean Drive approximately 460m south of Gingin Brook Road – entry/exit by passenger vehicles, caravans and vehicles up to 19m in length.

A brief review of the proposed on-site circulation and car parking layout was undertaken to assess the adequacy of the proposed site access and circulation in addition to service/delivery areas on the site on Lot 1021. The design of the proposed car parking areas adjacent to the rear of the building on the site has been reviewed using AutoTrack

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

October 2016

and the relevant Australian Standards and Austroads guidelines, with the proposed indicative layout considered to be adequate to accommodate on-site manoeuvring and circulation for all vehicles expected to use the facility, including those up to 27.5m in length including fuel tankers. In relation to Lot 1022, a detailed review of on-site circulation will be undertaken as part of a detailed Development Application.

5.2 CAR PARKING

The proposed car parking supply on Lot 1021 for passenger vehicles is indicatively shown adjacent to the northern flankage of the shop tenancy and will be addressed in more detail as part of a detailed Development Application. Appropriate signage will be implemented on the site to direct passenger vehicles to this area which will minimise conflict between passenger vehicles and heavy vehicles on the site which will park within the eastern portion of the subject site. Heavy vehicles will be directed to the truck parking areas near the eastern boundary in forward gear in south-north direction allowing for effective and efficient egress from the site via the proposed eastern crossover to Gingin Brook Road. All passenger vehicles will be directed to exit the site primarily via the western crossover to Gingin Brook Road. This separation of traffic movements on the site will allow for minimal conflict on the site and risk to users on the facility and an effective and efficient distribution of traffic to and from the boundary road network.

In relation to movement of vehicles to and from Lot 1022, there is more than sufficient room allotted across the site to allow for entry and exit by all vehicles in forward gear with detailed car parking layout to be addressed as part of a future Development Application associated with the storage facility. Car parking for the existing packing shed operation is already accommodated on the site.

5.3 SIGHTLINE REVIEW AND CRASH HISTORY

A review of the sightlines along the Gingin Brook Road frontage entering and exiting vehicles, respectively, in the vicinity of the proposed crossover locations has been undertaken and it can be concluded that the sightlines meet minimum Austroads sightline requirements at the proposed site crossovers.

A review of the crash history for the reporting period of 2011-2015 indicates only one (1) crash at the intersection of Indian Ocean Drive/Gingin Brook Road which involved a single vehicle hitting an object. No crashes were recorded on the section of Gingin Brook Road, east of Indian Ocean Drive, along the northern frontage of the site during this time period. In relation to Indian Ocean Drive, 7 crashes were recorded during this time period, inclusive of the single crash noted above and the majority of crashes involving hitting an animal or fixed object. No crashes were recorded on Indian Ocean Drive relating to manoeuvring into or out of a driveway or a right-angle crash associated with a right-turning movement. This would indicate that the additional traffic associated with the development on Lots 1021 and 1022 will have a minimal impact on the risk profile along the local roads at these locations and that the existing vehicle movements utilising the Indian Ocean Drive crossover associated with the packing shed operation do not impact traffic operations or the risk profile at this location.

Client Name: Harley Dykstra
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6. CONCLUSIONS

This Transport Impact Assessment has been prepared by Move Consultants on behalf of Harley Dykstra with regard to a Scheme Amendment associated with regard to a proposed roadhouse development to be located at the south-east corner of Indian Ocean Drive and Gingin Brook Drive, Neergabby on Lot 1021 and a future storage facility for caravans and other vehicles to be located to the south on Lot 1022. Lot 1021 is currently vacant with existing packed shed activities associated with the seasonal citrus fruit industry currently in place on Lot 1022.

The proposed access to the site consists of two proposed crossovers to the south side of Gingin Brook Road to be located approximately 90m and 220m, respectively, east of the intersection with Indian Ocean Drive, on Lot 1021 and retention of the existing crossover to Lot 1022 on Indian Ocean Drive, approximately 460m south of the intersection with Gingin Brook Road. The proposed access arrangements will allow for efficient and effective distribution of site-generated traffic to and from the boundary road network. The westernmost crossover to Gingin Brook Road will be utilised by vehicles up to 19m in length with all other vehicles greater in length using the easternmost crossover. The crossover to Indian Ocean Drive will also accommodate vehicles up to 19m in length.

A review of the Shire's TPS indicates that land to the south-west flanking the western boundary of Indian Ocean Drive has been zoned to *Rural Living* with an indicative yield of approximately 300 dwelling units which would result in approximately 2,400 vpd traffic generation. The inclusion of this ultimate development scenario into the total traffic plus the subject site-generation would still result in significant residual practical capacity along Indian Ocean Drive in the vicinity of the site with practical capacity in the order of 10,000 to 15,000 vpd. No upgrades to Indian Ocean Drive are planned in the vicinity of the site. No additional traffic analysis was undertaken at the intersection of Indian Ocean Drive/Gingin Brook Road as the warrants for minimum traffic volumes along Indian Ocean Road are not met according to Austroads warrants. The existing layout of the Indian Ocean Drive/Gingin Brook Road intersection is sufficient to accommodate the anticipated site-generated traffic with the dedicated northbound right-turn and southbound left-turn pockets adequate to accommodate vehicles up to 27.5m in length with no anticipated queuing or vehicular delays at this location.

No additional traffic analysis was undertaken at the intersection of Indian Ocean Drive/Gingin Brook Road as the warrants for minimum traffic volumes along Indian Ocean Road are not met according to Austroads warrants. The existing layout of the Indian Ocean Drive/Gingin Brook Road intersection is sufficient to accommodate the anticipated site-generated traffic with the dedicated northbound right-turn and southbound left-turn pockets adequate to accommodate vehicles up to 27.5m in length with no anticipated queuing or vehicular delays at this location.

It should be noted that the proposed layout of the proposed activities on both Lots 1021 and 1022 will ensure an efficient and effective distribution of site-generated traffic to and from the boundary road network. The estimated increases in traffic on the boundary road network can be comfortably accommodated within the practical capacities of the respective road links. The boundary road network is classified as a *RAV Network 4* which allows for passage and use by vehicles less than or equal to 27.5m in length, as per Main Roads WA *Restricted Access Vehicle Network* guidelines. It can therefore also be concluded that the proposal is consistent with the adjacent road network's *RAV Network* classification. If 36.5m vehicles are proposed to access the site under future build-out conditions, an application to modify the existing *RAV Network* to a minimum *RAV Network 6* will be required to be submitted to the Shire in consultation with MRWA. A review of the sightlines along the Gingin Brook Road frontage

Client Name: Harley Dykstra
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entering and exiting vehicles, respectively, in the vicinity of the proposed crossover locations has been undertaken and it can be concluded that the sightlines meet minimum Austroads sightline requirements at the proposed site crossovers.

A detailed review of the proposed crossover location to Lot 1022 indicates that there is sufficient sight distance to meet minimum Safe Intersection Sight Distance (SISD), Approach Sight Distance (ASD) and Minimum Gap Sight Distance (MGSD) requirements outlined in Austroads *Guide to Road Design: Part 4A – Signalised and Unsignalised Intersections*. The anticipated maximum peak hourly volumes as well as the indicative distribution of demand during a typical peak demand day is very low and would not meet minimum volume warrants which would dictate that a Basic Right-Turn Treatment (BAR) is not warranted at this location with a vehicle entering from the south would occur on average less than once an hour maximum. A review of the crash history along this section of road does not indicate a rear end crash pattern and this is indicative that the existing risk associated with manoeuvring into a driveway or intersection utilising a right-turn is minimal. The expected maximum number of right-turns at this location is in the order of 23 to 25 per day, inclusive of the existing movements associated with the packing shed activities currently undertaken on Lot 1022. Therefore, auxiliary treatments at this location are not warranted. If shared access between Lots 1021 and 1022 is to be afforded as part of a future Development Application, an additional review will be required. The crossover would benefit from upgrading to allow for sufficient manoeuvring into and out of the site by vehicles up to 19m in length through the full sealing of the existing crossover.

A review of the crash history for the reporting period of 2011-2015 indicates only one (1) crash at the intersection of Indian Ocean Drive/Gingin Brook Road which involved a single vehicle hitting an object. No crashes were recorded on the section of Gingin Brook Road, east of Indian Ocean Drive, along the northern frontage of the site during this time period. In relation to Indian Ocean Drive, 7 crashes were recorded during this time period, inclusive of the single crash noted above and the majority of crashes involving hitting an animal or fixed object. No crashes were recorded on Indian Ocean Drive relating to manoeuvring into or out of a driveway or a right-angle crash associated with a right-turning movement and in particular, not in relation to the existing crossover serving the citrus fruit packing operations currently undertaken on Lot 1022. This would indicate that the additional traffic associated with the development on Lots 1021 and 1022 will have a minimal impact on the risk profile along the local roads at these locations.

This indicative on-site car parking supply and circulation as well as access arrangements are considered to be adequate and will cater effectively and efficiently to the demands associated with the activities on both Lots 1021 and 1022 and will be addressed in more detail as part of a detailed Development Application. Car parking for the existing packing shed operations undertaken on Lot 1022 are self-contained on the site.

In conclusion, it should be noted that based both on a review of the modelled total traffic assessment and observed traffic operations of the boundary road system, the anticipated site-generated traffic associated with the proposed development can be accommodated within the existing practical capacity and functional road classification of the local road system.

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

October 2016

APPENDIX A: DEVELOPMENT PLANS

Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

October 2016



Client Name: Harley Dykstra
Project Name: Lot 1021 Gingin Brook Road

October 2016



APPENDIX C

Groundwater Licence

File No: VF32



Government of Western Australia
Department of Water

Page 1 of 2

Instrument No. GWL183230(1)

LICENCE TO TAKE WATER

Granted by the Minister under section 5C of the Rights in Water and Irrigation Act 1914

Licensee(s)	Dewar, Sean		
Description of Water Resource	Gingin Perth - Superficial Swan	Annual Water Entitlement	15000 kL
Location of Water Source	Lot 1022 On Plan 54971 - Volume/Folio 2679/549 - Lot 1022 Woodridge		
Authorised Activities	Taking of water for	Location of Activity	
	Dust suppression for industrial purposes	Lot 1021 On Plan 54971 - Volume/Folio 2679/548 - Lot 1021	
	Road maintenance purposes	Lot 52 On Plan 18258 - Volume/Folio 1919/519 - Lot 52	
	Windbreak purposes	Lot 1022 On Plan 54971 - Volume/Folio 2679/549 - Lot 1022	
Duration of Licence	From 22 August 2016 to 21 August 2021		

This Licence is subject to the following terms, conditions and restrictions:

- 1 This licence is not renewable.
- 2 The licensee must install an approved meter to each water draw-point through which water is taken under this licence.
- 3 The meter(s) must be installed in accordance with the provisions of the document entitled "Guidelines for Water Meter Installation 2009" before any water is taken under this licence.
- 4 The licensee must ensure the installed meter(s) accuracy is maintained to within plus or minus 5% of the volume metered, in field conditions.
- 5 The annual water year for water taken under this licence is defined as 1 September to 31 August twelve months later.
- 6 The licensee must not, in any water year, take more water than the annual water entitlement specified in this licence.
- 7 The licensee must take and record the reading from each meter required under this licence at the beginning and another at the end of the water year defined on this licence.
- 8 The licensee must take and record the reading from each meter required under this licence, at the end of each month.
- 9 Unless otherwise approved, all meter readings must be recorded on the 'Meter Water Use Card' available from the Department of Water.
- 10 The completed Meter Water Use Card must be submitted to the Department of Water every 12 month(s) commencing 07/09/2017.
- 11 The licensee must notify the Department of Water in writing of any water meter malfunction within seven days of the malfunction being noticed.

This Licence is granted subject to the Rights in Water and Irrigation Regulations 2000

APPENDIX D

Concept Development Plans





ROADHOUSE DEVELOPMENT

Lot 1021 on DP 54971
Gingin Brook Road, NEERGABBY

Plan No. | 20195-016
Date | 11/10/16
Drawn | BcR
Checked | GN
Revision | G
Scale | 1:250@A3

PERTH OFFICE:
Level 11, 201 Fitzgerald Street,
Perth WA 6000
T: 95 522 1000
E: perth@harleydykstra.com.au
W: www.harleydykstra.com.au
©2016 shire of Gingin, Shire of
Bassendean and Busselton.

COMMITTEE:
This document is not to be used for
any other purpose without the
written consent of the author.
The information contained herein
is for reference only and is not
intended to be used as a basis for
any other action.

0 10m 20m



NOTE: This plan has been prepared for general reference. Advice, feedback and observations should only be sought in writing.


Harley Dykstra
PLANNING & SURVEY SOLUTIONS

APPENDIX E

BAL Assessment (Basic) Report



Department of
Planning



PLANNING IN BUSHFIRE PRONE AREAS BAL ASSESSMENT (BASIC) REPORT



A BAL REPORT FOR A PROPOSED BUILDING ON A SITE THAT IS NOT WITHIN 100 METRES OF BUSHFIRE PRONE VEGETATION

Please read the **BAL Assessment (Basic) fact sheet** before completing this report.

1. Fire Danger Index (FDI)

Determine the FDI for your site. The FDI for all of Western Australia is 80.

80

2. Bushfire prone vegetation

Determine if there is bushfire prone vegetation within 100 metres of the proposed building. Insert NIL where there is no bushfire prone vegetation within 100 metres of the proposed building.

NIL

3. Distance between the proposed building and bushfire prone vegetation

Determine the horizontal distance between the proposed building and the nearest bushfire prone vegetation in the area surrounding the proposed building. Insert YES where the horizontal distance is greater than 100 metres on flat land and 110 metres on sloping land.

400

4. Slope of the land under bushfire prone vegetation

Determine the horizontal distance between the proposed building and the nearest bushfire prone vegetation. Insert N/A where the horizontal distance is greater than 100 metres on flat land and 110 metres on sloping land.

FLAT

Step 5: Bushfire Attack Level (BAL)

Determine the BAL for the proposed building or development. Insert the BAL.

LOW

If the BAL is BAL-LOW, then this report may be used to support a relevant application for the proposed building or development. If the BAL is **not** BAL-LOW, this report should not be used.

Attach any supporting information (i.e. site plans, photos, aerial photography and other design documents and specifications) as evidence that your site is not within 100 metres of bushfire prone vegetation.

I certify that the inputs into this BAL assessment (basic) report are a true and accurate representation of the conditions of the proposed building and site on the date of this assessment for the site located at:

Lot 1021 Gingin Brook Rd, Neergabby (Service Station DA)

And being the whole of the land described in Certificate of Title:

The BAL rating is **BAL-LOW**

Date of assessment: **08/11/2016**

Signed:

Postal address: **PO BOX 1161, Wangara, WA, 6497**

Phone: **1300 797 607**

Email: **darrel@ruic.net.au**



RUIC
FIRE
1300 797 407
ruicfire.com.au

BUSHFIRE MANAGEMENT PLAN MAP
Roadhouse Development
Lot 1021 Gingin Brook Road, Neergabby
Site Overview

- Site Boundary
- Cadastre
- Roads



Size: A4
Scale: 1:5,000



94E 524, 525, 511, 512 & 513 (2016/0000)
Project: GORRA (M&D)
Author: RUIC | Date: 2016/03/16
Project: GORRA (M&D) (M&D)
Project: GORRA (M&D) (M&D)

Site owner: Although the data within this map is derived from public sources of the State of Western Australia, the State of Western Australia and its local government authorities do not warrant the accuracy, reliability, currency or completeness of any information derived from this map.

SHIRE OF GINGIN Local Planning Scheme No. 9 Scheme Amendment No. 19



LOCAL SCHEME RESERVES

-  Local Roads
-  Parks and Recreation

ZONES

-  General Rural - Coded
-  General Rural
-  Rural Living

OTHER

-  A1 Additional Uses
-  SCA2 SCA - public drinking water source
-  RL1 Rural Living



Mapping prepared by Harley Dylestra
Level 1, 252 Fitzgerald Street, Perth WA 6000
T: 08 9228 9291
Plan No. | 20195-068 Drawn | Bdr 23/02/17



Planning and Development Act 2005

**RESOLUTION TO ADOPT AMENDMENT TO
LOCAL PLANNING SCHEME**

**Shire of Gingin Local Planning Scheme No. 9
Amendment No. 19**

Resolved that the local government pursuant to section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by:

1. Including 'Roadhouse' on Lot 1021 Gingin Brook Road, Woodridge and 'Storage' on Lot 1022 Indian Ocean Drive, Woodridge as Additional Uses.
2. Inserting the following definition for 'Freeway Service Centre' and 'Roadhouse' in Schedule 1 Dictionary of defined words and expressions, Land use definitions:

Freeway service centre: Premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services -

- a) service station facilities;
- b) emergency breakdown repair for vehicles;
- c) charging points for electric vehicles;
- d) facilities for cyclists;
- e) restaurant, café or fast food services, excluding the sale or consumption of alcohol under the Liquor Licensing Act 1988;
- f) take-away food retailing, without a drive-through facility;
- g) public ablution facilities, including provision for truckers, disabled access and infant changing rooms;
- h) parking for passenger and freight vehicles;
- i) outdoor rest stop facilities such as picnic tables and shade areas; and
- j) dump points for the disposal of black and/or grey water from recreational vehicles.

Roadhouse: Premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services -

- a) a full range of automotive repair services;
- b) wrecking, panel beating and spray painting services;
- c) transport depot facilities;
- d) short-term accommodation for guests;
- e) facilities for being a muster point in response to accidents, natural disasters and other emergencies; and
- f) dump points for the disposal of black and/or grey water from recreational vehicles.
- g)

3. Amending Schedule 2 - Additional Uses by deleting Additional Use 17 and inserting site specific conditions for Lot 1021 Gingin Brook Road and Lot 1022 Indian Ocean Drive, Woodridge as follows:

No.	Description of Land	Additional Use	Conditions
24	Lot 1021 Gingin Brook Road, Woodridge	Roadhouse	<ol style="list-style-type: none"> 1. Roadhouse shall be subject to the 'A' requirements of the Scheme. 2. The floor area of the main Roadhouse building being limited to 300m². 3. Overnight accommodation facilities shall not be permitted. 4. Access and egress for the Roadhouse shall be limited to Gingin Brook Road.

			<ol style="list-style-type: none"> 5. A Landscaping Plan shall be prepared and implemented as a condition of Planning Approval for a Roadhouse. 6. Vehicle servicing shall be limited to emergency breakdown repairs and one bay for carrying out greasing, tyre repairs and minor mechanical repairs. Panel beating, spray painting, major repairs or wrecking shall not be permitted. 7. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.
25	Lot 1022 Indian Ocean Drive, Woodridge	Storage Office	<ol style="list-style-type: none"> 1. Storage shall be subject to the 'D' requirements of the Scheme. 2. Storage uses shall be limited to those areas shown on the Development Site Plan accompanying the Scheme Amendment. 3. Access and egress to Indian Ocean Drive shall be limited to the existing crossover. 4. Office use is permitted if incidental to the Storage use on the site. 5. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.

4. Amending the Scheme Map accordingly.

The Amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):

'the amendment would have limited impact on surrounding land and would not result in significant environmental, social and economic impacts; (Section 34).

COUNCIL ADOPTION

This Complex Amendment was adopted by resolution of the Council of the Shire of Gingin at the Ordinary Meeting of the Council held on the ___ day of _____ 2017.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the Shire of Gingin at the Ordinary Meeting of the Council held on the ___ day of _____ 2017, proceed to advertise this Amendment.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for _____ by resolution of the Shire of Gingin at the Ordinary Meeting of the Council held on the ___ day of _____, 20__ and the Common Seal of the Shire of Gingin was hereunto affixed by the authority of a resolution of the Council in the presence of:

(Seal)

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDATION FOR APPROVAL

.....
DELEGATED UNDER S.16 OF
THE P&D ACT 2005

DATE.....

APPROVAL GRANTED

.....
MINISTER FOR PLANNING

DATE.....

11.1.4 APPLICATION OF COMMON SEAL TO TRANSFER OF DEED OF AGREEMENT - LOT 98 WANNAMAL ROAD CULLALLA

LOCATION: LOT 98 WANNAMAL ROAD, CULLULLA
APPLICANT: VEOLIA PTY LTD AND MSSRS J L AND M G FERNIE
FILE: LND/574
AUTHOR: LISA EDWARDS - MANAGER STRATEGIC PLANNING
AND DEVELOPMENT
REPORTING OFFICER: JEREMY EDWARDS – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017
REFER: 19 DECEMBER 2006 ITEM 15.1
20 MARCH 2007 ITEM 11.3.1
18 NOVEMBER 2008 ITEM 11.3.1
17 JANUARY 2017 ITEM 11.1.4

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider approving the application of the Common Seal to a Transfer of Deed of Agreement between the Shire of Gingin and Veolia Environmental Service Pty Ltd, J L Fernie (dec) and M G Fernie to Shire of Gingin and Fernview Environmental Pty Ltd to ensure that landfill obligations for development approval are undertaken.

BACKGROUND

Council considered a similar request at its 17 January 2017 meeting.

However, in the intervening period the Directors have amended the name of the purchasing company from Fernview Landfill Pty Ltd to Fernview Environmental Pty Ltd. It is noted that no change has occurred to the Company Directors.

Council considered initiating a proposed Scheme Amendment for the subject land at its ordinary meeting on 18 November 2008 at which time it required certain provisions to be reflected in a legal instrument pertinent to landfill development.

These provisions included:

- Surety of the quality of landfill liner,
- Use of a specified haulage route using the Brand Highway and not Cheriton Valley or Mooliabeenie Road,
- Cost sharing arrangement for the upgrading of roads,
- Free disposal of certain waste levels in the Shire; and
- A negotiated per tonne royalty for payment into a community facilities fund.

Subsequently the scheme amendment was approved and last year the Wheatbelt Joint Development Assessment Panel approved the development application for the landfill.

At this time the land is under contract of sale by Ferniew Pty Ltd which is required to enter into a Replacement Agreement to transfer the Deed provisions upon the sale. The land is also governed by a caveat which is to be removed and replaced upon settlement.

A site plan is attached as **Appendix 1**.

A copy of the Replacement Agreement is attached as **Appendix 2**.

COMMENT

The Replacement Agreement and Caveat must be executed by the Shire which will require the application of the Common Seal.

Section 9.49A of the *Local Government Act 1995* specifies that documents can be duly executed by a local government if:

1. The Common Seal of the local government is affixed, as authorised by Council, in the presence of the President and the Chief Executive Officer or a senior employee authorised by the Chief Executive Officer; or
2. The local government has, by resolution, authorised the Chief Executive Officer or another employee or agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions as specified in the authorisation.

At the present time, no power has been granted by Council for the Chief Executive Officer to authorise the affixing of the Common Seal to documents.

Community Consultation

Not Applicable.

Planning Assessment

Not Applicable.

STATUTORY ENVIRONMENT

Local Government Act 1995

Part 9 – Miscellaneous provisions

Division 3 – Documents

Section 9.49A – Execution of documents

Planning and Development Act 1995

Land Administration Act 1999

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

There is no cost impost on the Shire as a result of this transfer.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Built Environment</i>
Objective	<i>3 To effectively manage growth and provide for the community</i>
Outcome	<i>3.2 Plan for future development</i>
Strategy	<i>3.2.1 Plan for growth by developing land use planning strategies to meet current and future community needs, and protect the natural environment.</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY**RECOMMENDATION**

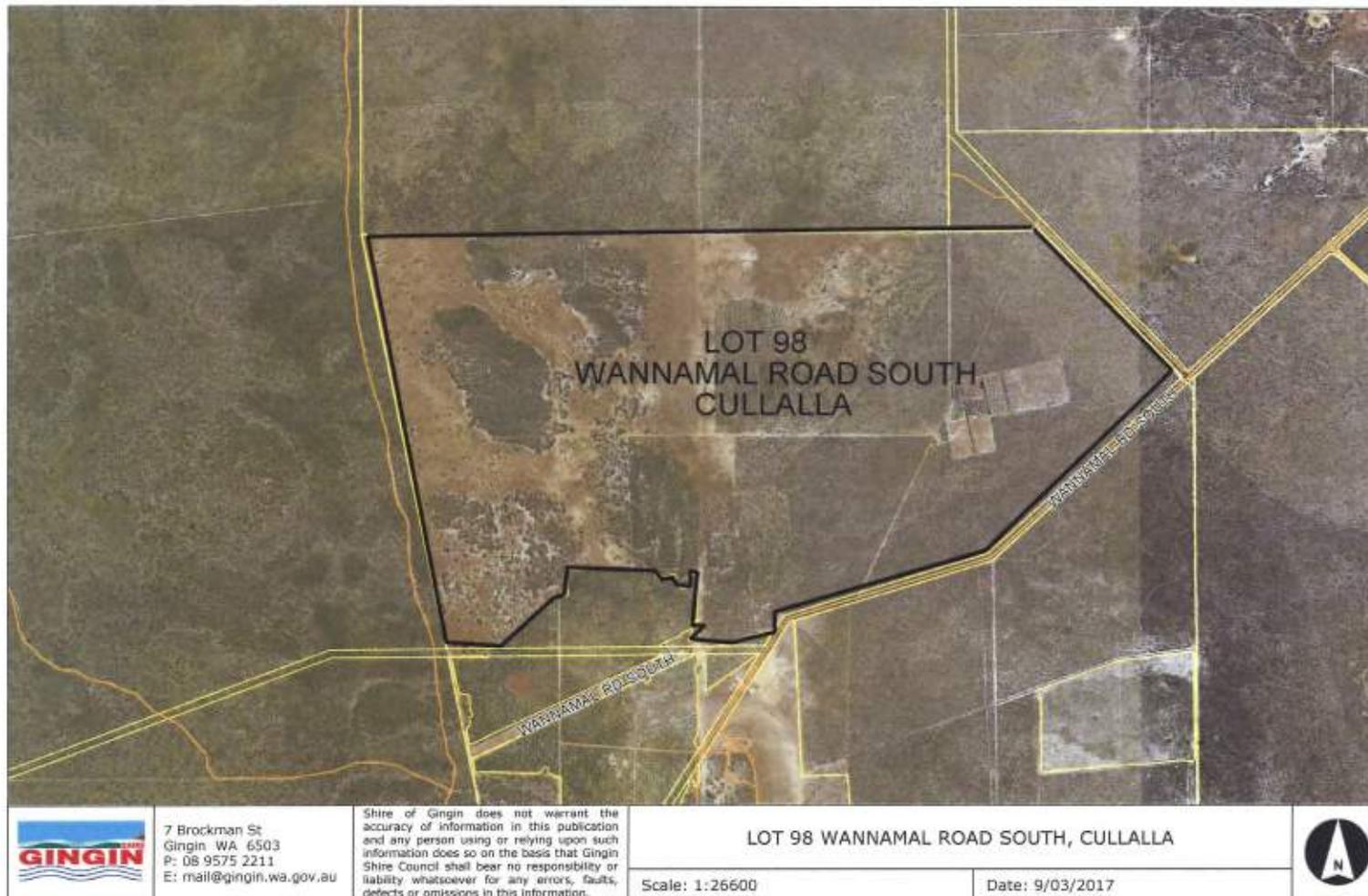
It is recommended that Council authorise the Shire President and Chief Executive Officer to execute the Caveat documentation and Replacement Agreement between the Shire of Gingin and Fernview Environmental Pty Ltd, as shown in Appendices 1 and 2, for Lot 98 Wannamal Road South, Cullalla, including the application of the Common Seal.

RESOLUTION

Moved Councillor Court, seconded Councillor Smiles that Council authorise the Shire President and Chief Executive Officer to execute the Caveat documentation and Replacement Agreement between the Shire of Gingin and Fernview Environmental Pty Ltd, as shown in Appendices 1 and 2, for Lot 98 Wannamal Road South, Cullalla, including the application of the Common Seal.

CARRIED UNANIMOUSLY

APPENDIX 1



APPENDIX 2

FORM W1

WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1893 AS AMENDED

WITHDRAWAL OF CAVEAT

DESCRIPTION OF LAND (Note 1)

	EXTENT	VOLUME	FOLIO
Lot 98 on Deposited Plan 75926	Whole	2847	974

CAVEATOR (Note 2)

SHIRE OF GINGIN

CAVEAT NUMBER (Note 3)

M711508

STATE WHETHER WHOLE OR PART
OF LAND IN CAVEAT

Whole

The CAVEATOR HEREBY WITHDRAWS the said Caveat from the Land above described

Dated this _____ day of _____ Year _____

SIGNATURE OF CAVEATOR (Note 4)

THE COMMON SEAL of the SHIRE OF)
GINGIN was hereunto affixed by authority of)
a resolution of the Council in the presence)
of:)

SHIRE PRESIDENT (Print Full Name)

CHIEF EXECUTIVE OFFICER (Print Full Name)

INSTRUCTIONS

1. If insufficient space in any section, additional Sheet Form B1, should be used with appropriate headings. The boxed sections should only contain the words "see page....."
2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

1. **DESCRIPTION OF LAND**
Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated.
Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated.
The Volume and Folio or Crown Lease number to be stated.
2. **CAVEATOR**
State full name of the Caveator(s).
3. **CAVEAT NUMBER**
State registration number of the Caveat being withdrawn.
4. **CAVEATOR'S EXECUTION**
A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The full name, address and occupation of the witness must be stated.



Landgate

EXAMINED

OFFICE USE ONLY

WITHDRAWAL OF CAVEAT

LODGED BY

ADDRESS

PHONE No.

FAX No.

REFERENCE No.

ISSUING BOX No.

PREPARED BY McLeods

ADDRESS PO Box 165
 CLAREMONT WA 6910

PHONE No. 9383 3133 FAX No. 9383 4935

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED HERewith

1. _____	Received Items
2. _____	Nos.
3. _____	
4. _____	
5. _____	
6. _____	Receiving Clerk

Lodged pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

11.2. CORPORATE AND COMMUNITY SERVICES

11.2.1 ANNUAL BUDGET REVIEW 2016/17

FILE: FIN/25
REPORTING OFFICER: LINDA FIDGE – ACTING EXECUTIVE MANAGER
CORPORATE AND COMMUNITY SERVICES
REPORT DATE: 21 MARCH 2017
REFER: 5 JULY 2016 ITEM 11.2.1

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider and adopt the Budget Review as presented in the Statement of Financial Activity for the period 1 July 2016 to 31 December 2016.

BACKGROUND

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires that local governments conduct a Budget Review between 1 January and 31 March in each financial year. A copy of the Review and determination is to be provided to the Department of Local Government and Communities within 30 days of adoption of the Review.

COMMENT

A comprehensive Budget Review has been undertaken by Officers between January and March 2017. The review is based on the Budget Variances as at 31 December 2016.

At its Special meeting to adopt the 2016/17 Budget on 5 July 2016, Council adopted a 10% (minimum \$10,000) threshold for the reporting of material variances when assessing statements of financial activity and the Annual Budget Review for the 2016/17 financial year.

As Council would be aware, the Shire's monthly statements of financial activity are reviewed and presented to Council on a regular basis. This Statutory Budget Review also considers and takes into account these monthly activity statements.

An analysis of the Schedule of Budget Variances, including material and minor variances (attached as **Appendix 1**) has identified the following variances summarised by Schedule that are likely to affect Council's 30 June 2017 financial position:

**SURPLUS/DEFICIT
BY PROGRAM**

Schedule	Schedule Description	Material	Minor	Total
Schedule 3	General Purpose Income Total	1,087,442	(3,527)	1,083,915
Schedule 4	Governance Total	6,304	2,185	8,489
Schedule 5	Law Order Public Safety Total	(21,845)	5,486	(16,359)
Schedule 6	Education and Welfare Total	(25,605)	267	(25,338)
Schedule 7	Health Total	32,853	957	33,810
Schedule 9	Housing Total	(287)	(1,041)	(1,328)
Schedule 10	Community Amenities Total	542,843	10,319	553,162
Schedule 11	Recreation and Culture Total	(6,513)	2,462	(4,051)
Schedule 12	Transport Total	423,286	12,702	435,988
Schedule 13	Economic Services Total	8,457	4,186	12,642
Schedule 14	Other Property and Services Total	(20,673)	(8,609)	(29,282)
Brought Forward	Movement in Brought Forward Balance	(170,756)	0	(170,756)
Restricted Cash	Movement in Restricted Cash (transferred to operating income Sch 10)	(656,835)	(5,532)	(662,367)
Plant Reserve	Transfer Net Sales/Purchase Deferred Plant	(131,649)	0	(131,649)
Various Reserve	Transfer FAG Grants to Reserve	(879,089)	0	(879,089)
Proceeds from Disposal of Assets		(210,955)	0	(210,955)
	ESTIMATED SURPLUS/(DEFICIT) NET	(23,024)	19,854	(3,169)

For a detailed breakdown of individual accounts where variances occur refer to Appendix 1. When reviewing the detailed amendments in Appendix 1, the Description column represents the account name and may not always relate to the specific amendments to the account, whereas the Reason for Budget Movement column (highlighted yellow or green) will provide a description of the actual budget amendment. Appendix 1 is broken down into two sections the first section represents major variances (greater than 10% and/or greater than \$10,000) and the second section represents minor variances (less than 10% and or less than \$10,000).

Due to the above adjustments, the closing funds are projected to result in a deficit of (\$3,169). However, this overall variance remains within the ten percent material variance set by Council in its 2016/17 Adopted Budget. As referenced in Appendix 1 there are various individual accounts that do not meet the material variance set by Council.

Some of the major variances identified during the budget review include:

- Federal Assistance Grants (FAG) \$879,089 (Income – Schedule 3) – as Council would be aware Officers presented a report regarding the omission of a portion of the FAG from the 2016/17 Budget at the Concept Forum of 19 July 2016. Within the report Officers recommended the additional funds be transferred to Reserve as depicted in the table below and provision for the transfer of these funds has been included within the Budget Review:

LSL, Annual, Sick Leave and Staff Contingency	150,000
Land and Buildings Reserve	100,000
Guilderton Caravan Park Reserve	100,000
Shire Recreation Development Reserve	150,000
Future Infrastructure Reserve	379,089
	879,089

- Grants Commission Special Road Works – Cowalla Road Bridge \$190,000 (Income and Expenditure - Schedule 3) – Funds have been provided by the Grants Commission to enable Main Roads WA to begin design works for the future upgrade of this bridge.
- Tip Charges (\$125,000) (Income – Schedule 10) – It is anticipated that tip fees and charges will not meet the budgeted revenue of \$200,000. This is due to previous major commercial users of the refuse sites no longer disposing of their commercial waste at any of the Shire waste facilities.
- LA Wangaree Park Skate Equipment \$126,000 (Income Schedule 11) – Federal Grant Funding.
- Deferred Plant and Equipment \$131,649 (Income and Expenditure – Schedules 7, 10 and 12) – Plant and equipment identified by the Plant Committee to be deferred until 2017/18 – Officers have included provision in the Budget Review for these funds to be transferred to the Plant and Equipment Reserve.
- Insurance variations – (Expenditure – various schedules) – Various insurance reallocations have been amended throughout the schedules, however, the overall insurance costs have decreased by \$3,400 (total cost \$413,000).
- Various other amendments included within the review have resulted from previous resolutions of Council – refer to Reason column (Appendix 1).

The table below represents movements within the Budget Review:

Budget Movements	Result Adopted Budget	Result Revised Budget	Variance
This total is the sum of operating revenue, operating expenditure, capital income and capital expenditure including rates	(\$6,792,460)	(\$6,624,873)	\$167,587
Surplus/(deficit) July 1 brought forward.	\$1,556,419	\$1,385,663	(\$170,756)*
Surplus/(deficit) June 30 carried forward			(\$3,169)

*See Revised detailed Budget/Actual brought forward (\$170,756) attached as **Appendix 2**.

Various movements occurred between the adoption of the 2016/17 Budget and the 30 June 2016 actual brought forward balance, including the following:

- At 30 June 2016 the estimated outstanding creditors (Budget) was reduced from \$1,740,111 to \$1,279,262 (actual) as invoices were paid prior to 30 June 2016;
- The estimated Cash Unrestricted funds (Budget) was reduced due to the abovementioned creditors being paid prior to 30 June 2016. The cash balance was also impacted by end of year transfers to restricted cash and payments of outstanding debtors received prior to 30 June 2016; and
- 30 June 2016 Leave accruals finalised following the adoption of the 2016/17 Budget.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996
Part 3 – Annual Budget
Reg. 33A – Review of budget

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

There are no specific Budget implications resulting from the review, however the variances identified are there to assist and guide Councillors and Administration.

Councillors are encouraged to study in-depth the appended Budget Variance Report and to seek clarification of the identified Income/Expenditure Variances from relevant Executive Officers or the Chief Executive Officer where considered appropriate.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Leadership and Governance</i>
Objective	<i>To demonstrate effective leadership and governance</i>
Outcome	<i>5.2 Accountable and responsible governance</i>
Strategy	<i>N/A</i>

VOTING REQUIREMENTS – ABSOLUTE MAJORITY

RECOMMENDATION

It is recommended that Council:

1. Adopt the Budget Review for the 2016/17 financial year as conducted in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996* with the variances detailed in Appendix 1 for the period 1 July 2016 to 31 December 2016 and amend the budget accordingly; and
2. Authorise transfer of funds to reserve as follows:

LSL, Annual, Sick Leave and Staff Contingency	\$150,000
Land and Buildings Reserve	\$100,000
Guilderton Caravan Park Reserve	\$100,000
Shire Recreation Development Reserve	\$150,000
Future Infrastructure Reserve	\$379,089
Plant and Equipment Reserve	\$131,649
	<hr/>
	\$1,010,738.00

RESOLUTION

Moved Councillor Smiles, seconded Councillor Peczka that Council:

1. **Adopt the Budget Review for the 2016/17 financial year as conducted in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996* with the variances detailed in Appendix 1 for the period 1 July 2016 to 31 December 2016 and amend the budget accordingly; and**

2. Authorise transfer of funds to reserve as follows:

LSL, Annual, Sick Leave and Staff Contingency	\$150,000
Land and Buildings Reserve	\$100,000
Guilderton Caravan Park Reserve	\$100,000
Shire Recreation Development Reserve	\$150,000
Future Infrastructure Reserve	\$379,089
Plant and Equipment Reserve	\$131,649
	<u>\$1,010,738.00</u>

**CARRIED BY ABSOLUTE
9-0**

APPENDIX 1

SUMMARY OF BUDGET REVIEW

	Adopted Budget FY	Movement	Amended Budget FY	Actuals YTD	Amended Budget Var. %
OPENING FUNDING SURPLUS (DEFICIT)	1,556,419	(170,756)	1,385,663	2,265,998	-10.97%
REVENUE FROM OPERATING ACTIVITIES					
GENERAL PURPOSE FUNDING	1,153,916	1,080,260	2,234,176	1,025,278	93.62%
GENERAL PURPOSE FUNDING - RATES	7,594,439	20,264	7,614,703	7,610,701	0.27%
GOVERNANCE	10,000	534	10,534	534	5.34%
LAW ORDER PUBLIC SAFETY	462,731	4,960	467,691	166,117	1.07%
EDUCATION & WELFARE	122,000	(2,000)	120,000	75,712	-1.64%
HEALTH	263,000	2,978	265,978	142,827	1.13%
HOUSING	26,000	0	26,000	13,000	0.00%
COMMUNITY AMENITIES	1,779,028	(67,342)	1,711,686	1,401,940	-3.79%
RECREATION & CULTURE	162,145	11,985	174,130	127,245	7.39%
TRANSPORT	249,048	100,893	349,941	3,656	40.51%
ECONOMIC SERVICES	1,952,661	148,187	2,100,848	840,539	7.59%
OTHER PROPERTY & SERVICES	365,815	6,916	372,731	154,898	1.89%
CASH - RESTRICTED USE	0	(650,166)	(650,166)	(649,893)	100.00%
TOTAL REVENUE	14,140,783	657,469	14,798,252	10,912,554	4.65%
EXPENDITURE FROM OPERATING ACTIVITIES					
GENERAL PURPOSE FUNDING	(408,097)	(16,014)	(424,111)	(265,812)	-3.92%
GOVERNANCE	(1,077,144)	4,955	(1,072,189)	(479,958)	0.46%
LAW ORDER PUBLIC SAFETY	(1,074,079)	15,694	(1,008,385)	(725,990)	1.53%
EDUCATION & WELFARE	(188,803)	(23,338)	(212,141)	(84,666)	-12.36%
HEALTH	(675,974)	(5,669)	(681,643)	(413,174)	-0.84%
HOUSING	(20,439)	(2,355)	(22,794)	(10,702)	-11.52%
COMMUNITY AMENITIES	(2,174,087)	(74,195)	(2,248,282)	(1,031,272)	-3.41%
RECREATION & CULTURE	(2,752,162)	(38,686)	(2,790,848)	(1,519,296)	-1.41%
TRANSPORT	(4,196,749)	(201,087)	(4,397,836)	(1,034,892)	-4.79%
ECONOMIC SERVICES	(1,807,154)	(87,075)	(1,894,229)	(725,721)	-4.82%
OTHER PROPERTY & SERVICES	(605,944)	(31,607)	(637,551)	(679,202)	-5.22%
CASH - RESTRICTED USE	0	(1,669)	(1,669)	(1,669)	100.00%
TOTAL EXPENSES	(14,930,632)	(461,046)	(15,391,678)	(6,972,354)	-3.09%
OPENING ACTIVITIES EXCLUDED FROM BUDGET					
ADJUST BACK DEPRECIATION	3,488,127	0	3,488,127	1,471,059	0.00%
ADJUST (PROFIT)/LOSS ON ASSET DISPOSALS	60,682	0	60,682	26,428	0.00%
ADJUST PROVISIONS AND ACCRUALS				15,017	
AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES	3,548,809	0	3,548,809	1,512,504	0.00%
INVESTING ACTIVITIES					
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	2,434,924	1,037,034	3,471,958	1,683,513	42.59%
PROCEEDS FROM DISPOSAL OF ASSETS	675,318	(210,955)	464,363	79,364	-31.24%
PURCHASE LAND HELD FOR RESALE					
PURCHASE LAND AND BUILDINGS	(1,148,000)	11,128	(1,136,872)	(429,748)	0.97%
PURCHASE INFRASTRUCTURE ASSETS - ROADS	(3,755,483)	139,603	(3,615,880)	(813,239)	3.72%
PURCHASE INFRASTRUCTURE ASSETS - PARKS	(916,915)	(238,672)	(1,155,587)	(487,164)	-26.03%
PURCHASE PLANT AND EQUIPMENT	(1,738,241)	377,432	(1,360,809)	(383,175)	21.71%
PURCHASE FURNITURE AND EQUIPMENT	(92,716)	(17,314)	(109,830)	(12,267)	-18.46%
PURCHASE FOOTPATHS	(44,436)	0	(44,436)	(1,000)	0.00%
PURCHASE LAND - GOLF COURSES					
PURCHASE DRAINAGE					
PURCHASE OTHER INFRASTRUCTURE	(1,234,513)	(140,507)	(1,375,020)	(876,895)	-11.38%
PURCHASE BRIDGES					
PROCEEDS FROM ADVANCES	9,996	0	9,996	5,230	0.00%
AMOUNT ATTRIBUTABLE TO INVESTING ACTIVITIES	(5,810,066)	957,949	(4,852,117)	(1,235,381)	16.49%
FINANCING ACTIVITIES					
PROCEEDS FROM NEW DEBENTURES	213,897	0	213,897	213,897	0.00%
PROCEEDS FROM SELF-SUPPORTING LOANS	27,916	0	27,916	10,947	0.00%
TRANSFERS TO RESERVES (RESTRICTED ASSETS)	(161,257)	(448)	(161,705)	(16,046)	-0.28%
TRANSFERS FROM RESERVES (RESTRICTED ASSETS)	590,000	24,401	614,401	0	4.14%
ADVANCES FROM COMMUNITY GROUPS					
REPAYMENT OF DEBENTURES	(187,783)	0	(187,783)	(86,852)	0.00%
SELF-SUPPORTING LOANS RAISED					
AMOUNT ATTRIBUTABLE TO FINANCING ACTIVITIES	482,773	23,953	506,726	121,946	4.96%
NEW RESERVE TRANSFERS					
TRANSFER TO PLANT RESERVE	0	(131,649)	(131,649)	0	100.00%
TRANSFER FAG GRANTS TO RESERVE	0	(434,279)	(434,279)	0	100.00%
TRANSFER FAG GRANTS TO RESERVE	0	(444,810)	(444,810)	0	100.00%
RESTRICTED CASH FUNDS TO BE USED	1,011,914	0	1,011,914	0	
DEFICIT/SURPLUS	0	(3,169)	(3,169)	6,605,267	

Note: Refer to **Appendix 2** Net Current Asset Position for details regarding variation between Actual Brought Forward and Budget Brought Forward.

Material Variances									
Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %
03	03010045	Interim Rates	Additional Interim Rates	(20,000)	(\$6,030)	(\$26,030)	(\$26,030)	40.15%	>10%
03	03010046	Interims - Back Rates	Additional Back Rates	(1,000)	(\$15,760)	(\$16,760)	(\$16,760)	1576.01%	>10% >-\$10,000
03	03010077	Rate Incentive Scheme	Income recognised in 15/16	4,000	\$930	\$4,930	\$4,927	23.25%	>10%
03	03010083	Grants Commission Special Road Works	New Bridge Grant Main Roads Cowalla Rd Bridge	0	(\$190,000)	(\$190,000)	(\$47,500)	100.00%	>10% >-\$10,000
03	03010084	Grants Commission Local Roads Grant	Grant funds not included in Budget	(381,360)	(\$434,279)	(\$815,639)	(\$407,820)	113.88%	>10% >-\$10,000
03	03010085	Grants Commission General Purpose Grant	Grant funds not included in Budget	(438,156)	(\$444,810)	(\$882,966)	(\$441,483)	101.52%	>10% >-\$10,000
03	03012260	Legal Costs - Debt Collection	Additional Debt Collection Costs offset by income	45,000	\$16,014	\$61,014	\$56,597	35.59%	>10% >\$10,000
03	03017240	Recovery Of Legal Costs - Debt Collection	Additional Debt Collection Costs offset by income	(45,000)	(\$12,101)	(\$57,101)	(\$57,101)	26.89%	>10% >-\$10,000
03	21059709	LA Community Sport Transfers to Reserve	Reserve Interest	0	\$192	\$192	\$192	100.00%	>10%
03	21059713	Future Infrastructure Transfers to Reserve	Reserve Interest	0	\$402	\$402	\$402	100.00%	>10%
Schedule 3				(836,516)	(\$1,087,442)	(\$1,923,958)	(\$936,576)		
04	04103101	Council Chambers	Allocation variation from Capital to cover equipment hire costs March meeting	3,100	\$3,000	\$6,100	\$1,131	96.77%	>10%
04	04107130	Refreshments/Receptions	Reduced Costs	44,500	(\$7,000)	\$37,500	\$17,588	-15.73%	>10%
04	04107134	Shire Golf Day	Based on actuals	2,800	(\$300)	\$2,500	\$2,500	-10.71%	>10%
04	04107161	Shire Website Development	Improve functionality - Events	3,000	\$2,280	\$5,280	\$630	76.00%	>10%
04	04107165	Other Expenses	Reduced expenditure requirements	1,500	(\$750)	\$750	\$0	-50.00%	>10%
04	04115010	Donations/Contributions	Contributions received	0	(\$534)	(\$534)	(\$534)	100.00%	>10%
04	04159110	Council Chambers Furniture	Projector and cabling	5,000	(\$3,000)	\$2,000	\$0	-60.00%	>10%
Schedule 4				59,900	(\$6,304)	\$53,596	\$21,315		
05	05100004	CESM Sick Leave Taken	Leave adjustment	0	\$6,156	\$6,156	\$6,156	100.00%	>10%
05	05100006	CESM Long Service Leave Taken	Leave adjustment	2,425	\$5,037	\$7,462	\$7,462	207.71%	>10%
05	05100008	CESM Workers Compensation Insurance	Workers Comp Insurance allocation	0	\$2,940	\$2,940	\$2,940	100.00%	>10%
05	05103105	Land & Building Maintenance - ESL	Fire Equipment Testing and electrical repairs Account being reviewed by CESM	3,035	\$5,246	\$8,281	\$12,001	172.85%	>10%
05	05103310	Seabird Fire Shed	Insurance Costs	0	\$261	\$261	\$261	100.00%	>10%
05	05103810	Ocean Farm Fire Shed	New Security Screens And Concrete Apron Required For New Shed - To Be Funded By 2015/16 Reimbursement	0	\$4,600	\$4,600	\$11	100.00%	>10%
05	05106105	Insurance	Vehicle insurance allocated to plant op costs	63,000	(\$43,300)	\$19,700	\$19,700	-68.73%	>10% >-\$10,000
05	05107047	Utilities Rates and Services	Phones not charged here in 15/16	2,134	\$1,052	\$3,186	\$3,186	49.30%	>10%
05	05115017	ESL - Operating Grant	65K Reimbursement From Overspend In 2015/16	(190,000)	(\$65,000)	(\$255,000)	(\$95,000)	34.21%	>10% >-\$10,000
05	05207015	Dog Pound - Gingin	Maintenance and operating costs	0	\$1,925	\$1,925	\$1,856	100.00%	>10%
05	05211010	Dog Registrations	Lifetime Registrations taken up previously	(35,000)	\$8,000	(\$27,000)	(\$19,808)	-22.86%	>10%
05	05211020	Cat Registrations	Increase in cat registrations	(1,500)	(\$500)	(\$2,000)	(\$1,855)	33.33%	>10%
05	05217010	Gate Registrations	Gates Registered - no fees applicable	(200)	\$200	\$0	\$0	-100.00%	>10%
05	05300129	Sick Leave Taken	Leave adjustment	0	\$249	\$249	\$249	100.00%	>10%
05	05302106	Mobile Telephone Expenses	Minor variation <\$500	1,500	\$1,000	\$2,500	\$1,481	66.67%	>10%
05	05302250	Fringe Benefits Tax	Based on actuals	150	\$318	\$468	\$234	212.00%	>10%
05	05307020	Other Expenses	Workers Comp Insurance allocation	1,050	\$6,028	\$7,078	\$6,817	574.07%	>10%
05	05307030	Staff Training/Conferences	Firearms training course Rangers	750	\$650	\$1,400	\$1,388	86.67%	>10%
05	05307047	Local Emergency Management Committee (LEMC)	Reduced expenditure requirements	3,500	(\$2,000)	\$1,500	\$0	-57.14%	>10%
05	05317005	Parking Fines	Parking Metres deferred awaiting review of parking charges in Guilderton	(60,000)	\$52,000	(\$8,000)	(\$1,775)	13.33%	>10% >\$10,000
05	05317990	Realisation Of Assets	GG070	27,000	\$20,455	\$47,455	\$0	75.76%	>10% >\$10,000
05	05318010	Sale Of Ranger's Vehicle Plant And Equipment	GG070	0	(\$20,455)	(\$20,455)	\$0	100.00%	>10% >-\$10,000
05	05359070	Ranger Utility Purchase	As per Council Resolution 17 January 2017	0	\$36,983	\$36,983	\$0	100.00%	>10% >\$10,000
Schedule 5				(182,156)	21,845	(160,311)	(\$4,697)		
06	06107020	GG School (Includes Chaplain Project)	Reduction in GG School attendance	16,000	(\$4,250)	\$11,750	\$4,250	-26.56%	>10%
06	06203109	Feasibility Study - Moollabeenee Road Aged Housing	As per Council Resolution 20 December 2016	0	\$15,518	\$15,518	\$0	100.00%	>10% >\$10,000
06	06203110	Red Cross Building Maintenance	Minor variation <\$500	1,555	(\$163)	\$1,392	\$14	-10.47%	>10%

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %	>10,000
06	06204005	Community Bus GG007	Increase in Depreciation Allocations	5,000	\$12,500	\$17,500	\$8,942	250.00%	>10%	>\$10,000
06	06213005	Community Bus Charges	Lower than anticipated use	(4,000)	\$2,000	(\$2,000)	(\$711)	-50.00%	>10%	
Schedule 6				18,555	\$25,605	\$44,160	\$12,495			
07	07107030	Medical Supplies	Incorporated in A/C 7103000	400	(\$400)	\$0	\$0	-100.00%	>10%	
07	07402106	Mobile Telephone Expenses	New phone less than \$1000 transferred from capital	400	\$1,000	\$1,400	\$126	250.00%	>10%	
07	07407030	Other Expenses	Furniture under \$1000 transferred from capital and insurance allocation	0	\$5,997	\$5,997	\$3,516	100.00%	>10%	
07	07413010	Other Income	Minor income	0	(\$500)	(\$500)	(\$273)	100.00%	>10%	
07	07414001	Sale of 6GG	Deferred due to low km's	(20,000)	\$20,000	\$0	\$0	-100.00%	>10%	>\$10,000
07	07417990	Realisation Of Assets	Deferred due to low km's	20,000	(\$20,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
07	07459001	Vehicle Purchase - 6GG (5GG budget) EHD	Deferred due to low km's	33,000	(\$33,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
07	07459010	Furniture And Equipment	Transferred to Operating items under \$1000	3,500	(\$3,500)	\$0	\$0	-100.00%	>10%	
07	07607025	Fly Control - Management Costs	Based on actuals	17,500	(\$2,500)	\$15,000	\$15,000	-14.29%	>10%	
07	07617010	Reimbursements/Other Income - Stable Fly	Based on actuals	0	\$50	\$50	\$48	100.00%	>10%	
							\$0			
07	07707045	Community Transport Initiative	First Aid Training offset by Bendigo Grant	0	\$1,246	\$1,246		100.00%	>10%	
07	07717020	Grants/Contributions	Bendigo Bank First Aid Training	0	(\$1,246)	(\$1,246)	\$0	100.00%	>10%	
Schedule 7				54,800	(\$32,853)	\$21,947	\$18,417			
09	09103005	Residence - Ceo	Electrical Repairs	5,236	\$2,850	\$8,086	\$3,421	54.43%	>10%	
09	09159002	37A Lefroy Street - Building Capital A/C	In-house labour used rather than contractor	3,500	(\$2,084)	\$1,416	\$1,416	-59.54%	>10%	
09	09203015	Housing Other - 3 Fewster Street	Minor variation <\$500	4,589	(\$479)	\$4,110	\$0	-10.44%	>10%	
Schedule 9				13,325	\$287	\$13,612	\$4,837			
10	10107080	Green Waste Kerbside Mulching Contract	Based on actuals	27,500	(\$4,800)	\$22,700	\$22,696	-17.45%	>10%	
10	10113022	Tip Fees/Charges Gingin	Tip charges now recorded by site over projected income	(200,000)	\$183,000	(\$17,000)	(\$3,474)	-91.50%	>10%	>\$10,000
10	10113023	Tip Fees/Charges Seabird	Tip charges now recorded by site over projected income	0	(\$8,000)	(\$8,000)	(\$1,991)	100.00%	>10%	
10	10113024	Tip Fees/Charges Lancelin	Tip charges now recorded by site over projected income	0	(\$50,000)	(\$50,000)	(\$20,645)	100.00%	>10%	>-\$10,000
10	10113030	Tip Pass Charges	Replacement Tip Passes	0	(\$750)	(\$750)	(\$528)	100.00%	>10%	
10	10207015	Green Waste Kerbside Pick Up	Duplicated account refer A/C 10107080	1,500	(\$1,500)	\$0	\$0	-100.00%	>10%	
10	10213020	Contributions to Works	Income - Bin hire for public events	0	(\$250)	(\$250)	(\$109)	100.00%	>10%	
10	10507002	Coastal Hazard Risk Management Plan (expenditure)	Salaries transferred to A/C 1050000 - Balance of account transferred to new coastal project account - refer to account 10507004	58,822	(\$41,591)	\$17,231	\$13,384	-70.71%	>10%	>-\$10,000
10	10507004	Coastal Hazard Risk Management New Project 16/17	New Coastal Erosion Project offset by grant income refer A/C 10517002	0	\$75,591	\$75,591	\$0	100.00%	>10%	>\$10,000
10	10507011	Coastal Hazard Risk Management Inundation 16/17	Inundation offset by grant income refer A/C 10517002	0	\$10,000	\$10,000	\$0	100.00%	>10%	>\$10,000
10	10507078	NACC - LP Native Plant Propagation Project	New Grant Funding refer A/C 10517001	0	\$2,010	\$2,010	\$0	100.00%	>10%	
10	10507084	Seabird Dune Rehabilitation Exp.	Funded by NACC grant rehabilitation refer Council Resolution 20 December 2016 transferred from Seabird Foreshore 11203305 Dune Rehabilitation Budget Allocation	0	\$22,000	\$22,000	\$2,078	100.00%	>10%	>\$10,000
10	10517002	Coastal Hazard Risk Management Plan Grant	Includes new DOP Grant \$25000 Shire of Dandaragan Contribution \$19000 and transfer from R/Cash \$47122	(31,700)	(\$44,000)	(\$75,700)	\$0	138.80%	>10%	>-\$10,000
10	10517040	Water Sampling Fee	No private water samples being undertaken	(600)	\$600	\$0	\$0	-100.00%	>10%	
10	10517082	State Government Grant Funding - Seabird Erosion Project	Funds received from Treasury	0	(\$656,698)	(\$656,698)	(\$656,698)	100.00%	>10%	>-\$10,000
10	10517083	Contribution to works	Contribution LP Coastcare	0	(\$250)	(\$250)	\$0	100.00%	>10%	
10	10517084	Seabird Dune Rehabilitation Inc.	NACC Grant rehabilitation grant refer Council Resolution 20 December 2016	0	(\$12,000)	(\$12,000)	(\$1,818)	100.00%	>10%	>-\$10,000
10	10604075	Vehicle Expenses 4GG	Depreciation costs	9,000	\$9,000	\$18,000	\$14,026	100.00%	>10%	
10	10607040	Other Expenses	Insurance costs allocation	250	\$8,495	\$8,745	\$8,520	3398.08%	>10%	
10	10617990	Realisation Of Assets	Plant changeover deferred	20,000	(\$20,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
10	10618115	Sale Of Assets - 4GG	Deferred due to low km's	(20,000)	\$20,000	\$0	\$0	-100.00%	>10%	>\$10,000
10	10659050	Vehicle Purchase - 4GG	Deferred due to low km's	33,000	(\$33,000)	\$0	\$0	-100.00%	>10%	>-\$10,000

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %	>10,000 %
10	10705118	Gingin Cemetery	Projected Expenditure based on Burial Numbers	16,165	(\$2,700)	\$13,465	\$4,931	-16.70%	>10%	
10	10713010	Cemetery Charges	Decrease based on projected burials for remainder of year	(7,000)	\$2,000	(\$5,000)	(\$630)	-28.57%	>10%	
Schedule 10				(93,063)	(\$542,843)	(\$635,906)	(\$620,258)			
11	11103303	Seabird Hall	utilities not allowed for on original budget	2,085	\$800	\$2,885	\$1,666	38.37%	>10%	
11	11113040	Lancelin Hall Hire	increase in-line with income received to date	(500)	(\$300)	(\$800)	(\$423)	60.00%	>10%	
11	11103805	Redfield Park Community Hall	Minor variation <\$500	4,270	(\$1,560)	\$2,710	\$1,772	63.47%	>10%	
11	11159050	Lancelin Hall Buildings	Project complete	45,000	(\$10,000)	\$35,000	\$32,812	-22.22%	>10%	>-\$10,000
11	11203305	Seabird Foreshore	Dune Rehabilitation expenditure transferred to 10507084 and Additional watering required.	21,500	(\$6,688)	\$14,812	\$6,541	-31.11%	>10%	
11	11215045	Contribution To Works	Nacc Dune Rehabilitation Seabird	0	(\$10,000)	(\$10,000)	(\$10,000)	100.00%	>10%	>-\$10,000
11	11217024	Guilberton Foreshore Boat Ramp Finger Jetty RBFS Grant Funding	reduction of grant funding - finger jetty 112097 and carpark 37373	(204,028)	\$54,558	(\$149,470)	\$0	-26.74%	>10%	>\$10,000
11	11259080	GU Pontoon Jetty Boat ramp	Reduction in Contract price	205,192	(\$34,280)	\$170,912	\$314,998	-16.71%	>10%	>-\$10,000
11	11305124	GG Bowling Club	Painting quotes in excess of original budget	13,069	\$1,500	\$14,569	\$3,129	11.48%	>10%	
11	11305130	GG Racecourse	Contingency not required	9,154	(\$1,264)	\$7,890	\$3,129	-13.81%	>10%	
11	11305136	GG Hard Court Courts	Insurance variation	2,595	\$1,755	\$4,350	\$4,786	67.63%	>10%	
11	11305137	GG Skate Park	Minor variation <\$500	498	(\$208)	\$290	\$0	-41.77%	>10%	
11	11305142	GG Sound Shell Granville Park	Minor variation <\$500	1,773	(\$273)	\$1,500	\$585	-15.40%	>10%	
11	11305145	Pool Gardens Maintenance	Minor variation <\$500	700	(\$350)	\$350	\$0	-50.00%	>10%	
11	11305207	GU Country Club	utilities not allowed for on original budget	5,734	\$1,800	\$7,534	\$5,692	31.39%	>10%	
11	11305208	GU Golf Club	Minor variation <\$500	1,762	(\$241)	\$1,521	\$0	-13.68%	>10%	
11	11305306	SB - Tully View Park	Reduced maintenance costs	3,123	(\$1,300)	\$1,823	\$52	-41.63%	>10%	
11	11305410	Lancelin Bay Boat Ramp Concept Design	Refer Council Resolution - November 2016	0	\$23,482	\$23,482	\$1,174	100.00%	>10%	>\$10,000
11	11305526	LS - Lancelin South Public Open Space	Reticulation inspections required Electricity costs to run bore for retic	11,866	\$1,450	\$13,316	\$6,804	12.22%	>10%	
11	11307030	Gingin Shire Events Suite	Lancelin Triathlon	81,829	\$15,800	\$97,629	\$17,946	19.31%	>10%	>\$10,000
11	11312400	Fines - Caravan Parks Camping Grounds Act	Reduced anticipated income	(2,000)	\$1,000	(\$1,000)	(\$200)	-50.00%	>10%	
11	11313040	Contributions & Donations	Community Projects external funding refer Council Resolution 21 February 2017 - Federal Grant \$126000 Bendigo \$110000 Lions Club \$17795 Lottery West \$30949 LPCA \$5000 DSR \$35000 Stronger Communities \$20000 LPCC \$40000 Coastal Courier \$300 SPCA 6408	(12,000)	(\$391,452)	(\$403,452)	(\$30,295)	3262.10%	>10%	>-\$10,000
11	11313060	Public Open Space Hire Fees	Lower than anticipated use	(2,000)	\$1,000	(\$1,000)	(\$636)	-50.00%	>10%	
11	11315081	Gingin Shire Suite of Events Income	Lotterywest WDC - reduced community chest grant - 4500 approved not 9550	(34,050)	\$5,050	(\$29,000)	(\$4,500)	-14.83%	>10%	
11	11317022	Triathlon Registration Fees	Includes Lancelin Triathlon as well	(3,667)	(\$1,900)	(\$5,567)	\$0	51.81%	>10%	
11	11317023	Triathlon Grants and Sponsorship	LA Triathlon sponsorship new event	0	(\$4,345)	(\$4,345)	\$0	100.00%	>10%	
11	11317032	Sovereign Hill Community Association Playground Contribution	increase expenditure - approved grant funding Shire expenditure off set with Group funding	0	(\$2,490)	(\$2,490)	(\$2,264)	100.00%	>10%	
11	11359039	Gingin Swimming Pool Air conditioning (kiosk/office)	Transfer from account 11359257 as per Council Resolution 20 December 2019	0	\$2,300	\$2,300	\$0	100.00%	>10%	
11	11359046	Gingin Aquatic Centre Furniture and Equipment	Desktop pc purchased Lane Ropes	5,600	(\$872)	\$4,728	\$4,728	-15.57%	>10%	
11	11359092	Neergabby Showgrounds Gazebo	Roof works previously undertaken by group	15,500	(\$10,000)	\$5,500	\$3,306	-64.52%	>10%	>-\$10,000
11	11359124	LA Wangaree Park Skate Equip	New Grant Funding	10,000	\$126,000	\$136,000	\$9,486	1260.00%	>10%	>\$10,000
11	11359132	Playground Equipment	LA Wangaree Park offset by contribution from Lancelin Lions Club SH Playground 4980 SP Playground 26708	22,490	\$36,993	\$59,483	\$27,795	164.49%	>10%	>\$10,000
11	11359133	LP Playground Equipment	increase expenditure - approved grant funding Shire expenditure off set with Group funding	50,000	\$85,949	\$135,949	\$0	171.90%	>10%	>\$10,000
11	11359177	LA - Gun Club Transportable Toilet and Water to Site	Cost of electricity provision is approximately \$75000.	25,000	(\$25,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
11	11359183	LP - Bowling Club - Synthetic Green	Shire managing project	30,000	\$145,000	\$175,000	\$0	483.33%	>10%	>\$10,000

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %	>10,000 %
11	11359270	Redfield Park Mini Golf - Synthetic Turf (funded from POS)	As per Council Resolution 18 October 2016 funded from POS Reserve	0	\$11,401	\$11,401	\$0	100.00%	>10%	>\$10,000
11	11369125	Transfer From Reserve Redfield Park	Synthetic Mini Golf approved by Minister 30 November 2016	0	(\$11,401)	(\$11,401)	\$0	100.00%	>10%	>-\$10,000
11	11369256	Transfer from Reserve - Lancelin Sporting Complex	As per Council Resolution Gun Club Shed	0	(\$3,000)	(\$3,000)	\$0	100.00%	>10%	
11	11403013	TV Retransmission System	Unlikely to spend utilities	17,869	(\$4,000)	\$13,869	\$3,892	-22.39%	>10%	
11	11507010	Book Purchases	Reduced expenditure requirements	750	(\$400)	\$350	\$60	-53.33%	>10%	
11	11603126	Old Granville Building	Rising Damp Repairs	1,538	\$12,000	\$13,538	\$1,925	780.20%	>10%	>\$10,000
Schedule 11				330,652	\$6,513	\$337,165	\$403,959			
12	12205115	Bridges Main Roads Only	Main Roads Bridge Project Cowalla Road Bridge	0	\$190,000	\$190,000	\$0	100.00%	>10%	>\$10,000
12	12205118	General Maintenance - Gravel Roads	Gravel still to be pushed up for road patching Still required for summer/autumn maintenance grading due to early completion of Capital Program	636,298	(\$13,950)	\$622,448	\$225,522	-2.18%		>-\$10,000
12	12205119	General Maintenance - Sealed Roads	Increased efficiencies for patching (less material required) Chemical still to be ordered	630,046	(\$20,000)	\$610,046	\$189,157	-3.17%		>-\$10,000
12	12205130	Lancelin Depot	Paint Cupboard Lean Too and Toilet transferred to Capital	19,959	\$5,171	\$25,130	\$14,696	25.91%	>10%	
12	12205133	Bus Shelter Maintenance	Increased maintenance due to vandalism	2,270	\$1,098	\$3,368	\$4,493	48.37%	>10%	
12	12205139	Verge/Tree Maintenance	Reduced expenditure requirements	470,000	(\$10,164)	\$459,836	\$216,393	-2.16%		>-\$10,000
12	12205147	Tree Lopping	Increase in tree lopping requirements	30,000	\$6,164	\$36,164	\$36,272	20.55%	>10%	
12	12205150	Street Sweeping	Sweeper delivered January (monthly lease of \$3629.94/month)	50,791	(\$38,991)	\$21,800	\$0	-57.08%	>10%	>-\$10,000
12	12205162	Agricultural Lime Haulage Strategy	Offset by funds held in Restricted Cash (15/16)	0	\$75,000	\$75,000	\$75,000	100.00%	>10%	>\$10,000
12	12215040	Mrwa - Bridge Maint. Program Maintenance	Weld Street Bridge Design	0	(\$47,500)	(\$47,500)	(\$47,500)	100.00%	>10%	>-\$10,000
12	12215055	Government Road Grants - Direct - Direct	Increase in grant funding for 16/17	(183,500)	(\$13,603)	(\$197,103)	(\$197,103)	7.41%		>-\$10,000
12	12215080	Contribution To Works	Restricted Cash Schofield - Cheriton/Brockman Street works	0	(\$87,290)	(\$87,290)	\$0	100.00%	>10%	>-\$10,000
12	12259010	Lancelin/Ledge Point Depot	Lean Too and Toilet transferred from Maintenance	0	\$7,375	\$7,375	\$7,375	100.00%	>10%	
12	12259221	R To R - Bennies Road	Reduced costs of roadworks refer Council Resolution 17 January 2017	524,878	(\$161,763)	\$363,115	\$253,198	-30.82%	>10%	>-\$10,000
12	12259248	Guilderton Foreshore Carpark	Reduced project costs	285,443	(\$86,353)	\$199,090	(\$240,407)	-30.25%	>10%	>-\$10,000
12	12259306	GG - Brockman Street/Cheriton Road Intersection	Offset from Schofield R/Cash - refer income A/C 12215080	0	\$87,290	\$87,290	\$9,275	100.00%	>10%	>\$10,000
12	12259993	Murray Bridge works	Additional funds required - Council Resolution 17 January 2017	137,777	\$21,223	\$159,000	\$0	15.40%	>10%	>\$10,000
12	12259994	Parking Meters - Guilderton	Parking Meters deferred	25,000	(\$8,948)	\$16,052	\$0	-35.79%	>10%	
12	12317990	Realisation Of Assets	Deferred Plant and reduced sale of asset income	531,500	(\$165,319)	\$366,181	\$69,545	-31.10%	>10%	>-\$10,000
12	12318204	Sale of Husqvana Mower GG096	Mower relocated to Lancelin Caravan Park for time being.	(1,500)	\$1,500	\$0	\$0	-100.00%	>10%	
12	12318903	Sale of Mitsubishi Utility GG043	Offset by reduced purchase price (net changeover ok)	(27,000)	\$4,455	(\$22,545)	(\$22,545)	-16.50%	>10%	
12	12318921	Sale Works Utility GG020	Trade-in not required (km's too low)	(24,000)	\$24,000	\$0	\$0	-100.00%	>10%	>\$10,000
12	12318923	Sale Mitsubishi Dual Cab GG033	Vehicle traded-in. Waiting on invoice	(27,000)	\$5,182	(\$21,818)	\$0	-19.19%	>10%	
12	12318926	Sale of Ford Courier Utility GG013	This ute was not traded and net changeover used to fund purchase of new utility as per Council resolution (18 October 2016 Item 11.1.1)	(25,000)	\$25,000	\$0	\$0	-100.00%	>10%	>\$10,000
12	12318928	Sale of Mercedes Tip Truck (Prime Mover) GG028	As per Council Resolution 18 October 2016 (Item 11.4.1 item due for replacement 2017/18) GG028	(70,000)	\$70,000	\$0	\$0	-100.00%	>10%	>\$10,000
12	12318932	Sale Of Utility GG017	Vehicle traded-in. Waiting on invoice	(27,000)	\$5,182	(\$21,818)	\$0	-19.19%	>10%	
12	12318937	Sale of Tractor GG012	As per Council Resolution 18 October 2016 (item 11.4.1 reserve set at \$30k)	(45,000)	\$15,000	(\$30,000)	\$0	-33.33%	>10%	>\$10,000
12	12318947	Sale of Mercedes Tip Truck GG045	As per Council Resolution 18 October 2016 (item 11.4.1 reserve set at \$50k)	(75,000)	\$25,000	(\$50,000)	\$0	-33.33%	>10%	>\$10,000
12	12318948	Sale of 2WD Tray Top Utility GG009	Plant Committee recommendation to defer to 17/18	(21,000)	\$21,000	\$0	\$0	-100.00%	>10%	>-\$10,000
12	12318952	Sale of Cat Grader GG001	Due for delivery January 2017. As per quote received.	(95,000)	(\$25,000)	(\$120,000)	\$0	26.32%	>10%	>-\$10,000
12	12318963	Sale of Low Loader GG037	Based on actuals	(20,000)	\$3,000	(\$17,000)	(\$17,000)	-15.00%	>10%	
12	12318975	Sale of Utility 5GG	Based on actuals	(21,000)	(\$9,000)	(\$30,000)	(\$30,000)	42.86%	>10%	
12	12359902	Utility GG009	Plant Committee decision to defer.	48,000	(\$48,000)	\$0	\$0	-100.00%	>10%	>-\$10,000

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %	>10,000 %
12	12359921	Works Utility GG020	Used to purchase new vehicle for UC Building Maint Officer	41,000	(\$41,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
12	12359926	Ford Courier C/Cab GG013	Purchased end of 15/16. Not required	41,000	(\$41,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
12	12359940	Prime Mover GG028	To be deferred to 2017/18. Council resolution.	210,000	(\$210,000)	\$0	\$0	-100.00%	>10%	>-\$10,000
12	12359946	Grader GG001	Item delivered. Invoice received. Waiting on payment.	345,000	(\$27,500)	\$317,500	\$0	-7.97%		>-\$10,000
12	12359962	Maintenance Trailer GG12870 (Leigh)	Based on Actuals	8,000	(\$2,995)	\$5,005	\$4,653	-37.44%	>10%	
12	12359963	Trailer GG022	Trailer delivered. Waiting on invoice.	15,000	(\$2,478)	\$12,522	\$0	-16.52%	>10%	
12	12359977	New Utility (Upper Coastal Maintenance) GG049	Refer Council Resolution 18 October 2016	0	\$34,828	\$34,828	\$34,394	100.00%	>10%	>\$10,000
Schedule 12				3,389,962	(\$423,286)	\$2,966,676	\$585,417			
13	13203206	Office/Residence Maint.	Replacement Solar Hot Water and PC	5,355	\$5,000	\$10,355	\$5,803	93.37%	>10%	
13	13205100	Lancelin South End Caravan Park Maintenance	Indirect costs not previously recognised required for clean up of site and utility costs for site and management fees including commission itinerant users	200,000	\$100,000	\$300,000	\$114,171	150.00%	>10%	>\$10,000
13	13205845	GG Pioneer Pavillion	Minor variation <\$500	2,495	(\$250)	\$2,245	\$1,262	-10.00%	>10%	
13	13207008	Community Development Fund	Community Development projects	3,000	\$2,000	\$5,000	\$2,000	66.67%	>10%	
13	13207018	Seniors Week	Grant unsuccessful	2,000	(\$500)	\$1,500	\$1,327	-25.00%	>10%	
13	13207019	Caravan Waste Dump Points	Replace Lancelin Dump Point	1,500	\$1,000	\$2,500	\$316	66.67%	>10%	
13	13207037	Mid Year Community Grants	17638 only required	30,000	(\$12,362)	\$17,638	\$0	-41.21%	>10%	>-\$10,000
13	13211010	Caravan Park Registrations	Registrations lower than budgeted	(4,600)	(\$5,450)	(\$10,050)	(\$3,870)	118.48%	>10%	
13	13213065	Guilderton Caravan Park Refunded Fees	Caravan Park Fees refunded	0	\$3,500	\$3,500	\$2,292	100.00%	>10%	
13	13215130	Lancelin South Caravan Park Bay Income	Bay Income	0	(\$91,000)	(\$91,000)	(\$42,245)	100.00%	>10%	>-\$10,000
13	13215100	Lancelin South Caravan Park Long Term Tenancy Income	Long term tenancies	(200,000)	(\$32,000)	(\$232,000)	(\$232,866)	116.00%	>10%	>-\$10,000
13	13215165	Lancelin South Caravan Park Refunded Fees	Caravan Park Fees refunded	0	\$300	\$300	\$67	100.00%	>10%	
13	13259050	Ablution Facilities Upgrade Land And Buildings	Replace skylight	0	\$5,750	\$5,750	\$0	100.00%	>10%	
13	13259067	Caravan Park Storage Shed	Savings transferred to retaining wall	45,000	(\$5,000)	\$40,000	\$40,000	-11.11%	>10%	
13	13259068	Lancelin Caravan Park - Infrastructure Parks	Boom Gate - Transferred from account 13205100 as per Council Resolution 20 December 2016	0	\$13,000	\$13,000	\$0	100.00%	>10%	>\$10,000
13	13259069	Lancelin Caravan Park - Assets Land and Building	Camp Kitchen - Transferred from account 13205100 as per Council Resolution 20 December 2016	0	\$19,000	\$19,000	\$0	100.00%	>10%	>\$10,000
13	13259071	Lancelin Caravan Park - Assets Furniture and Equipment	Tables/Benches and Camp Kitchen Furniture and Equip Transferred from account 13205100 as per Council Resolution 20 December 2018	0	\$8,000	\$8,000	\$0	100.00%	>10%	
13	13259312	Caravan Waste Dump Points	Transferred from Operating Reinstall Dump Point Gingin Lancelin Dump Point replacement \$2500	0	\$4,455	\$4,455	\$1,955	100.00%	>10%	
13	13703020	DEC - Nilgen Tower Lease R31781	Lower than anticipated Lease Fee	2,500	(\$1,100)	\$1,400	\$0	-44.00%	>10%	
13	13713001	GG - Old Granville Building Lease & reimbursements	Estimated increase in revenue	(20,000)	(\$2,800)	(\$22,800)	(\$12,123)	14.00%	>10%	
13	13713016	LA - South End Caravan Park Lease & Reimbursements	additional rent owed to be offset against final settlement	(60,000)	(\$20,000)	(\$80,000)	\$0	33.33%	>10%	>-\$10,000
Schedule 13				7,250	(\$8,457)	(\$1,207)	(\$121,913)			
14	14105699	Private Works General	Based on actuals to date	2,200	\$1,800	\$4,000	\$5,414	81.82%	>10%	
14	14116010	Private Works-general	Based on actuals to date	(16,000)	\$6,000	(\$10,000)	(\$3,412)	-37.50%	>10%	
14	14201005	Office of CEO - Salary Package Other Benefits	Professional Membership	0	\$500	\$500	\$466	100.00%	>10%	
14	14202155	Employee Gratuities	Gratuity Payments Recognised	0	\$150	\$150	\$4,036	100.00%	>10%	
14	14202170	Subscriptions	Subscriptions allocated elsewhere	2,500	(\$1,500)	\$1,000	\$698	-60.00%	>10%	
14	14203133	Residence - CEO	To be transferred to Sch 9	921	(\$921)	\$0	\$332	-100.00%	>10%	
14	14206105	Insurances	Insurance allocation variation	79,119	(\$25,528)	\$53,591	\$53,591	-32.27%	>10%	>-\$10,000
14	14210090	Grants and Contributions	Northern Growth Alliance Contributions	0	(\$1,200)	(\$1,200)	(\$1,200)	100.00%	>10%	
14	14210091	Training/Scholarship Income	New Scholarship program	0	(\$5,316)	(\$5,316)	(\$5,316)	100.00%	>10%	
14	14217990	Realisation Of Assets	Reduced trade in value	67,000	(\$26,091)	\$40,909	\$0	-38.94%	>10%	>-\$10,000
14	14218115	Sale Of Vehicle OGG Chief Executive Officer	As per actuals and approved by Plant Committee December 2016	(67,000)	\$26,091	(\$40,909)	\$0	-38.94%	>10%	>-\$10,000
14	14259110	Computer System Furniture And Equipment	Transfer to Operating to fund antivirus and Hard Disk Drives refer to 14202215	35,000	(\$7,000)	\$28,000	\$0	-20.00%	>10%	

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %	>10,000
14	14259115	Office Furniture/Equip. Furniture And Equipment	Transfer from Reserve see Council Resolution 20 September 2016 \$10,000 and additional funds to partition office and furniture for Planning/Relief Officer and Admin Officer \$12,500	15,000	\$22,500	\$37,500	\$0	250.00%	>10%	>\$10,000
14	14302106	Mobile Telephone Expenses	Telephone is not classified as utilities	6,800	(\$1,479)	\$5,321	\$2,742	-21.75%	>10%	
14	14306010	Insurance - Public Liability	Public Liability Insurance allocated through overheads	22,287	\$66,554	\$88,841	\$88,841	298.62%	>10%	>\$10,000
14	14307020	Staff Training	Staff Wages - Traffic Management Course	17,050	\$15,450	\$32,500	\$12,441	90.62%	>10%	>\$10,000
14	14307045	Call Out Fee	Minor variation <\$500	150	\$390	\$540	\$270	260.00%	>10%	
14	14307055	Employee Gratuities	Staff Gratuities payments - Long Term Employee	200	\$3,836	\$4,036	\$0	1918.00%	>10%	
14	14404250	Plant Expendable Stores/Workshop	Additional stores required	24,000	\$4,000	\$28,000	\$18,218	16.67%	>10%	
14	14404320	Plant - Parts & Repairs	Anticipated reduced parts/repairs	330,000	(\$40,000)	\$290,000	\$117,302	-12.12%	>10%	>-\$10,000
14	14404330	Plant - Insurance	Based on actuals to date	55,600	(\$10,069)	\$45,531	\$45,531	-18.11%	>10%	>-\$10,000
14	14404350	Plant - Fuel & Oil	Increase in fuel costs	263,000	\$17,000	\$280,000	\$146,856	6.46%	>10%	>\$10,000
14	14417015	Poc-Vehicle/Plant Purchase Rebates	Fleet boost bonus	0	(\$11,400)	(\$11,400)	(\$7,000)	100.00%	>10%	>-\$10,000
14	14703220	Horan St Building Maintenance (Lions-Men in Sheds)	Water leak (now fixed)	1,583	\$4,325	\$5,908	\$5,826	273.21%	>10%	
14	14703253	Insurance - General Costs	Variation in insurance	26,610	(\$12,420)	\$14,190	\$14,190	-46.67%	>10%	>-\$10,000
14	14717050	Extra Mass Vehicle Permits	Extra Mass Vehicle Permits change of calculation	(10,000)	\$5,000	(\$5,000)	(\$1,425)	-50.00%	>10%	
14	14769122	Reserve Fund Transfer Land And Buildings	As per Council Resolution	0	(\$10,000)	(\$10,000)	\$0	100.00%	>10%	>-\$10,000
Schedule 14				856,020	\$20,673	\$876,693	\$498,402			
20	20059034	Shire Golf Day Restricted Cash	Restricted Cash Transfers	0	\$1,669	\$1,669	\$1,669	100.00%	>10%	
20	20069034	Shire Golf Day Restricted Cash	Restricted Cash Transfers	0	(\$1,000)	(\$1,000)	(\$1,000)	100.00%	>10%	
20	20069999	Restricted Cash Transactions to be spent in Budget	Restricted Cash Transfers	(1,011,914)	\$656,166	(\$355,748)	\$0	-63.74%	>10%	>\$10,000
Schedule R/Cash				(1,011,914)	\$656,835	(\$355,079)	\$669			
			Transfer to plant reserve		\$131,649	\$131,649				
			Transfer FAG grants to reserve		\$434,279	\$434,279				
			Transfer FAG grants to reserve		\$444,810	\$444,810				
			Proceeds from Disposal of Assets		\$210,955	\$210,955				
			Movement in brought forward balance		\$170,756	\$170,756				
Reserve Transfers				0	\$1,392,449	\$1,392,449	\$0			
Grand Total				2,606,815	\$23,024	\$2,629,839	(\$187,933)			
Other Variances										
Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance		
03	03010078	Concession - Intensive	Additional take up of concession	92,000	\$3,527	\$95,527	\$95,527	3.83%		
Schedule 3				92,000	\$3,527	\$95,527	\$95,527			
04	04107113	Meeting Attendance Fees	Over budgetted \$1310	79,310	(\$1,310)	\$78,000	\$19,500	-1.65%		
04	04107125	President's Allowance	Under budgetted \$200	15,600	\$200	\$15,800	\$3,950	1.28%		
04	04107126	Deputy President's Allowance	Under budgetted \$50	3,900	\$50	\$3,950	\$988	1.28%		
04	04107150	Subscriptions	Government Gazettes accessed online	35,192	(\$1,125)	\$34,067	\$29,458	-3.20%		
Schedule 4				134,002	(\$2,185)	\$131,817	\$53,895			
05	05100000	CESM Salaries	Leave adjustment	99,565	(\$6,156)	\$93,409	\$39,269	-6.18%		
05	05103825	Redfield Park Fire Station	Quotes for required work approximately \$6K	5,700	\$300	\$6,000	\$0	5.26%		
05	05115016	ESL - Admin Reimbursement	Funding lower than anticipated	(5,380)	\$340	(\$5,040)	(\$5,040)	-6.32%		
05	05115018	ESL - Capital Grant	Additional Ocean Farm Fire Shed allocation from DFES	(475,000)	(\$1,474)	(\$476,474)	\$0	0.31%		
05	05159126	Ocean Farm Fire Shed	Contract price	190,000	\$1,474	\$191,474	\$178,771	0.78%		
05	05359100	Ranger Computer & Equipment	Based on actuals	2,500	\$30	\$2,530	\$2,531	1.20%		
Schedule 5				(182,615)	(\$5,486)	(\$188,101)	\$215,531			
06	06103111	Old Road Board/Playgroup	Minor variation <\$500	7,287	(\$36)	\$7,251	\$2,364	-0.49%		
06	06107035	LA Primary School	reduction in LA School attendance	8,000	(\$250)	\$7,750	\$7,750	-3.13%		
06	06203116	Wangaree Community Centre	Salaries and Wages - Gardening	8,824	\$19	\$6,843	\$5,665	0.27%		

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %
Schedule 6				22,111	(\$267)	\$21,844	\$15,779		
07	07103010	Additional Doctor - Workers Comp Insurance	Insurance Costs	4,196	\$269	\$4,465	\$4,465	6.40%	
07	07411010	Licences	Based on actuals	(23,000)	(\$1,282)	(\$24,282)	(\$24,282)	5.57%	
07	07607000	Fly Control Insurance	Insurance Costs	880	\$56	\$936	\$936	6.41%	
Schedule 7				(17,924)	(\$957)	(\$18,881)	(\$18,881)		
09	09103000	Staff Housing	Minor variation <\$500	1,150	(\$16)	\$1,134	\$0	-1.39%	
09	09159003	57A Lefroy Street - Building Capital A/C	Fitting and Plumbing Kitchen	17,500	\$1,057	\$18,557	\$19,943	6.04%	
Schedule 9				18,650	\$1,041	\$19,691	\$19,943		
10	10105130	Refuse Site Seabird	Reduced Costs	118,472	(\$1,500)	\$116,972	\$63,207	-1.27%	
10	10105150	Refuse Site Lancelin	Reduced Costs	140,898	(\$800)	\$140,098	\$92,624	-0.57%	
10	10113010	Refuse Removal Charges	Based on actuals	(757,000)	(\$488)	(\$757,488)	(\$757,488)	0.06%	
10	10113020	Waste Management Fee	Based on actuals	(537,468)	(\$2,521)	(\$539,989)	(\$539,989)	0.47%	
10	10706030	Ablution Block - Lancelin Back Beach	Minor variation <\$500	1,974	(\$10)	\$1,964	\$144	-0.51%	
		Unspent CAP Grant Funds - LA Sand Nourishment & Seabird Monitoring	Restricted Cash Transfers				\$0		
10	20069552			27,500	(\$5,000)	\$22,500		-0.18%	
Schedule 10				(1,005,624)	(\$10,319)	(\$1,015,943)	(\$1,141,502)		
11	11103107	Granville Civic Centre	Minor variation <\$500	47,556	(\$300)	\$47,256	\$24,346	-0.63%	
11	11103802	Woodridge Hall	Minor variation <\$500	35,927	\$395	\$36,322	\$19,386	1.10%	
11	11203201	Guilderton Foreshore	Waiting on turf contract invoices. Maintenance works to be undertaken 3rd & 4th quarter. Increased water charge to establish turf after carpark works.	49,310	\$226	\$49,536	\$20,046	0.46%	
11	11203402	Ledge Point Foreshore	Minor variation <\$500	3,000	\$98	\$3,098	\$777	3.25%	
11	11203505	Lancelin Foreshore	Minor variation <\$500	6,150	(\$250)	\$5,900	\$1,096	-4.07%	
11	11305103	GG Constable St Park	Minor variation <\$500	5,632	(\$50)	\$5,582	\$831	-0.89%	
11	11305105	GG Recreation Ground	Insurance variation & reduced utility costs	69,674	(\$1,661)	\$68,013	\$31,965	-2.38%	
11	11305119	GG Recreation Centre	Insurance variation	17,866	\$550	\$18,416	\$12,826	3.08%	
11	11305121	GG Pistol Club	Minor variation <\$500	2,193	\$46	\$2,239	\$639	2.08%	
11	11305133	GG Hardcourt Clubhouse	Minor variation <\$500	15,067	\$12	\$15,079	\$1,428	0.08%	
11	11305139	GG Three Bridges Trail Mtce	Bridge works completed under budget	9,800	(\$750)	\$9,050	\$6,843	-7.65%	
11	11305140	Gingin Aquatic Centre Mtce	Insurance variation	47,331	\$2,501	\$49,832	\$29,991	5.28%	
11	11305202	GU Gabbadah Park	Increase offset by Contract reduction. Savings encountered through Contract	16,602	(\$1,167)	\$15,435	\$7,179	-7.03%	
11	11305301	SB Recreation Grounds	Minor variation <\$500	20,625	(\$125)	\$20,500	\$7,659	-0.61%	
11	11305401	LP Recreation Ground	No replacement parts required so far.	26,228	(\$600)	\$25,629	\$13,830	-2.29%	
11	11305405	LP Country Club	Utilities not allocated in original budget	7,340	\$500	\$7,840	\$7,799	6.81%	
11	11305407	LP Key Biscayne Park	Utility Charges	33,255	(\$500)	\$32,755	\$13,038	-1.50%	
11	11305501	LA Pioneer Park	Less repairs required than anticipated.	15,179	(\$250)	\$14,929	\$5,312	-1.65%	
11	11305504	LA Grace Darling Park	Additional works required to repair retic exposed by coastal erosion Reduced water required due to reduced watering requirements	18,997	(\$1,268)	\$17,729	\$12,853	-6.68%	
11	11305505	LA Recreation Ground	Waiting on invoices for fertilising and oval renovations	50,102	(\$550)	\$49,552	\$21,813	-1.10%	
11	11305509	LA Sporting Complex	Minor variation <\$500	31,338	\$352	\$31,690	\$29,828	1.12%	
11	11305517	LA Volunteer Marine Rescue Group (Inc)	Minor variation <\$500	1,687	(\$49)	\$1,638	\$1,638	-2.92%	
11	11305518	LA Angling & Aquatic Club	Minor variation <\$500	2,394	\$21	\$2,415	\$2,415	0.86%	
11	11305811	Neergabby Rec Ground	Utility Charges	17,696	(\$850)	\$16,846	\$5,499	-4.80%	
11	11305813	Woodridge Recreation Grounds	Materials contingency	17,745	(\$1,000)	\$16,745	\$8,746	-5.64%	
11	11307035	Gingin Shire Community Festivals	British Car Day	28,275	\$1,000	\$29,275	\$4,200	3.54%	
11	11359103	Redfield Park Community Centre	\$1500 transferred from operating account and \$2500 new allocation to provide compliant kitchen - existing kitchen in hall non compliant	20,000	\$4,000	\$24,000	\$4,400	-4.80%	
11	11359257	Solar Heating & Safety Equipment Gingin Aquatic Centre	Reduced cost. \$2300 of saving to be used for airconditioner refer Council Resolution 20 December 2016	59,291	(\$2,846)	\$56,445	\$56,445	-4.80%	
11	11507020	Other Expenses - Gingin Library	Minor variation <\$500	6,991	\$54	\$7,045	\$5,034	0.77%	
Schedule 11				683,251	(\$2,462)	\$680,789	\$357,861		
12	12205110	Gingin Rural Industrial Depot	Tidy up of Frogmore long overdue Improved the security lighting to sensor lighting over constant use.	45,419	(\$600)	\$44,819	\$42,447	-1.32%	
12	12205113	Roman - Annual Maintenance	Saving after maintenance contract with RAMM (not WALGA)	7,111	(\$535)	\$6,576	\$6,576	-7.52%	
12	12205125	Gingin Depot	Indirect cost, offset elsewhere.	61,326	\$2,794	\$64,120	\$40,476	4.56%	
12	12205145	Traffic Signs/Equipment	Reduced expenditure requirements	67,000	(\$5,000)	\$62,000	\$18,818	-7.46%	

Schedule	Account	Account Description	Reason for Budget Amendment	Original Budget	Budget Amendments	Current Budget	Actuals to 31 December 2016	% Variance	>10 %	>10,000
12	12359903	Ford Falcon Ttop GG043	As per Plant Committee	41,000	\$2,241	\$43,241	\$43,241	5.47%		
12	12359905	Utility 5GG - EMO	As per Plant Committee	48,000	(\$4,102)	\$43,898	\$43,656	-8.55%		
12	12359943	New Tractor GG012	Savings. Due for delivery April 2017	90,000	(\$4,500)	\$85,500	\$0	-5.00%		
12	12359947	Prime Mover GG045	As per Plant Replacement Program	210,000	(\$3,000)	\$207,000	\$207,000	-1.43%		
Schedule 12				569,856	(\$12,702)	\$557,154	\$402,214			
13	13203204	Caravan Park Maintenance Council	Minor variation <\$500	23,776	(\$25)	\$23,751	\$9,852	-0.11%		
13	13203205	Caravan Park Maintenance	Transfer to Office/Residence Maintenance	184,280	(\$5,750)	\$178,530	\$66,778	-3.12%		
13	13205825	Information Bays	Minor variation <\$500	3,934	\$26	\$3,960	\$2,534	0.65%		
13	13207012	Community Profile	Reduced price negotiated	13,000	(\$1,000)	\$12,000	\$12,000	-7.69%		
13	13259060	GU Caravan Park Furniture/fittings	Based on actuals	5,000	\$84	\$5,084	\$5,084	1.67%		
13	13259314	Caravan Park Retaining Wall	Savings from shed transferred to retaining wall	60,000	-\$3,327	\$63,327	\$63,327	5.55%		
13	13307010	Other Expenses	Minor variation <\$500	8,552	\$37	\$8,589	\$7,889	0.43%		
13	13713019	LA - Optus Mobile Tower (Sporting Complex)	Annual CPI Increase	(12,500)	(\$164)	(\$12,664)	\$0	1.31%		
13	13713047	GU - Guilderton Store 1 Dewar St Lease & Reimbursements	Annual CPI Increase	(54,590)	(\$573)	(\$55,163)	(\$27,513)	1.05%		
13	13759010	Reserve Fund Transfer LA Community Sport Cl Reserve	Interest calculation	12,810	(\$146)	\$12,664	\$0	-1.14%		
Schedule 13				244,262	(\$4,186)	\$240,076	\$139,951			
14	14202180	Equipment Rental	Minor variation <\$500	10,745	(\$378)	\$10,367	\$9,373	-3.52%		
14	14202200	Advertising & Publications	Reduction in expenditure requirements	104,800	(\$2,110)	\$102,690	\$49,932	-2.01%		
14	14202215	Computer Support & Mtce	Transferred from Capital Account Antivirus Software	106,553	\$7,000	\$113,553	\$103,074	6.57%		
14	14259125	Vehicle Purchase - OGG Plant And Equipment	Reduction in purchase price	75,000	(\$909)	\$74,091	\$0	-1.21%		
14	14302107	Subscriptions	Subscriptions complete.	1,000	\$16	\$1,016	\$1,016	1.60%		
14	14307100	Workers Comp Insurance	Variation in insurance	50,880	(\$4,878)	\$46,002	\$46,002	-9.59%		
14	14404300	Plant - Repair Wages & Overheads	Extra (O/T) works required to outfit new vehicles and fire vehicles. Offset by reduced Contractor work (14404320)	150,046	\$9,392	\$159,438	\$83,570	6.26%		
14	14703119	FESA - Council Properties ESL	Increase in Shire property ESL	7,000	\$476	\$7,476	\$7,476	6.80%		
Schedule 14				506,024	\$8,609	\$514,633	\$300,443			
20	20069549	Unspent State Government Funding - Seabird Erosion Project	Restricted Cash Transfers	651,166	\$5,532	\$656,698	\$656,698	0.85%		
Schedule R/Cash				651,166	\$5,532	\$656,698	\$656,698			
Grand Total				1,697,659	(\$19,854)	\$1,676,747	\$1,077,514			
Total Variances				\$4,304,474	\$3,169	\$4,306,586				

APPENDIX 2

NET CURRENT ASSET POSITION

Current Assets	NOTE	YTD Actual	Balance Forwarded	Budget	Amended Budget	Variance	Movements - Budget and Amended Budget
CURRENT ASSETS							
Cash - Unrestricted		4,513,788	851,145	1,403,975	851,145	(552,830)	Offset by reduction in outstanding creditors and outstanding debtors
Cash - Restricted Reserves		2,588,209	2,572,164	2,553,477	2,572,164	18,687	No Impact
Cash - Restricted General		871,196	1,527,894	1,598,830	1,527,894	(70,936)	No Impact
Rates - Current		2,367,189	700,817	700,817	700,817	0	
Sundry Debtors		270,925	1,164,689	1,199,172	1,164,689	(34,483)	Offset by increase in debtors
Inventories		26,741	34,480	54,644	34,480	(20,164)	End of year adjustments
Total Current Assets:		10,638,049	6,851,189	7,510,915	6,851,189	(659,726)	
LESS: CURRENT LIABILITIES							
Payables		(771,402)	(1,279,262)	(1,740,111)	(1,279,262)	460,849	Offset by reduction in Cash Unrestricted
Employee Provisions		(688,185)	(703,202)	(631,420)	(703,302)	(71,882)	End of year adjustments
Accrued Interest on Loans	Excluded from Budget Calculation		(30,562)	0	0	0	
Long Term Borrowings (Current)		(89,587)	(176,438)	(178,400)	(176,438)	1,962	No Impact
Total Current Liabilities:		(1,549,173)	(2,189,465)	(2,549,931)	(2,159,002)	390,929	
Total		9,088,875	4,661,724	4,960,984	4,692,187	(268,797)	
Less: Cash - Restricted Reserves		(2,588,209)	(2,572,164)	(2,553,477)	(2,572,164)	(18,687)	No Impact
Less: Loans Receivable (Current)	Excluded from Actual BFWD			(27,916)	(27,916)	0	
Less: Cash - Restricted unspent grants	Excluded from Actual BFWD			(1,590,830)	(1,527,894)	70,936	No Impact
Less: Loans Advances	Excluded from Actual BFWD			(9,996)	(10,620)	(624)	Minor adjustment identified at 30 June 2016
Add: Current Portion of Debentures		89,587	176,438	178,400	176,438	(1,962)	No Impact
Add: Current Liabilities not expected to be cleared at end of year	Excluded from Actual BFWD			258,759	298,895	40,136	End of year adjustments
Add: Cash back portion of LSL Provision	Excluded from Actual BFWD			348,494	356,637	8,143	End of year adjustments
NET CURRENT ASSET POSITION		6,590,253	2,265,998	1,556,418	1,385,563	(170,855)	

11.2.2 RFT 03-2017 SUPPLY AND INSTALL SURFACE - LEDGE POINT BOWLING GREEN

LOCATION: RESERVE 31684 (LOT 744) TURNER STREET, LEDGE POINT
LOT 744 RESERVE 31684 (381) TURNER STREET, LEDGE POINT

FILE: COR/40-032017

REPORTING OFFICER: LINDA FIDGE – ACTING EXECUTIVE MANAGER
CORPORATE AND COMMUNITY SERVICES

REPORT DATE: 21 MARCH 2017

REFER: NIL

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider tenders received for RFT 03/2017 Supply and Install Surface – Ledge Point Bowling Green.

BACKGROUND

The Ledge Point Bowling Club advised the Shire in January 2017 that it had received the final funding contribution for a new synthetic surface for its bowling green from the Department of Sport and Recreation. A meeting was held on 23 January 2017 with representatives from the Ledge Point Bowling Club, the Ledge Point Country Club and the Shire to progress the project.

As the infrastructure is located on a reserve managed by the Shire, is listed on the Shire's Asset Management Plan and is insured by the Shire of Gingin, the project management role/purchase of new infrastructure has been assumed by the Shire so as to conform with the requirements of the *Local Government Act 1995* and the Shire's Policy 3.10 - Purchasing.

The 2016/17 Budget, when adopted by Council in July 2016, included a provision of \$30,000 for the resurfacing of the Ledge Point Bowling Green. Subsequently, at its meeting on 21 February 2017, Council approved an increase in the budget for this project from \$30,000 to \$175,000 (ex GST).

As the projected cost of the synthetic surface exceeded the threshold set by the *Local Government (Functions and General) Regulations 1996*, it was necessary to call for tenders for the works in order to appoint a contractor. Accordingly, RFT 03/2017 Supply and Install Surface – Ledge Point Bowling Green at the Ledge Point Bowling Club was advertised on 4 March 2017, with tenders closing at 12 noon on 20 March 2017.

At the close of tenders, the tender box was opened in accordance with Regulation 16 of the *Local Government (Functions and General) Regulations 1996*.

Essential details of the contract are outlined below:

Contract Type:	Lump Sum
Contract Duration:	6 weeks
Commencement Date:	March 2017

Tenders were received from the following companies (listed in alphabetical order):

- Evergreen Synthetic Grass (two products)
- Green Planet Grass

Officers completed an assessment report for the selection of the preferred Tenderer (to present to Council) on the afternoon of 20 March 2017.

COMMENT

The Tender Evaluation Team (TET), comprising the Shire's Executive Manager Regulatory Services, Executive Manager Operations and Acting Executive Manager Corporate and Community Services, evaluated each tender submission in accordance with the following selection criteria:

No	Description	Weighting
1.	Tendered Price	40%
2.	Relevant Experience	20%
3.	Key Personnel Skills and Experience	10%
4.	Tenderers Resources	20%
5.	Demonstrated Understanding	10%

Individual criteria were assessed as follows:

1. Tendered Price
2. Relevant Experience - assessed on the following criteria specified in the Request for Tender document:
 - *Provide details of similar work;*
 - *Provide scope of the Tenderer's involvement including details of outcomes;*
 - *Provide details of issues that arose during the project and how these were managed;*
 - *Demonstrate competency and proven track record of achieving outcomes; and*
 - *Project reference sheet.*

3. Key personnel skills - assessed on the following criteria specified in the Request for Tender document:
 - *The Tenderer's role in the performance of the contract; and*
 - *Curriculum vitae of key staff inclusive of membership to any professional or business association, qualifications etc.*

4. Tenderer's Resources - assessed on the following criteria specified in the Request for Tender document:
 - *Plant, equipment and materials;*
 - *Any contingency measures or backup of resources including personnel (where applicable);*
 - *OHS Survey;*
 - *Safety Record; and*
 - *Resources Schedule*

5. Demonstrated Understanding - assessed on the following criteria specified in the Request for Tender document:
 - *A project schedule/timeline (where applicable);*
 - *The process for the delivery of the Goods/Services;*
 - *Training processes (if required); and*
 - *Demonstrated understanding of the Scope of Work.*

The tender assessment process was conducted in accordance with the provisions of the *Local Government (Functions and General) Regulations 1996*, Part (4), Division (2), Section 11 and Clause 18 (4).

The following table provides the assessed scores undertaken by the TET.

Company	Score	Ranking
Green Planet Grass	63.36	1
Evergreen Synthetic Grass Ultra Plus	61.56	2
Evergreen Synthetic Grass Dry Max Pro	58.08	3

The two companies demonstrated experience in relevant work and all were very similar in terms of key personnel skills and experience. Green Planet Grass included an in-kind component that would be undertaken by the Ledge Point Bowling Club. Due to the in-kind works, Green Planet Grass could not supply a detailed timeline as this would be dependent on the outcome of discussions with the Bowling Club; the company did, however, indicate that it will complete the project as per the specification.

Green Planet Grass also gave a more detailed listing of plant and equipment items.

Evergreen Synthetic Grass supplied two differing options of product with evidence that it had more experience in the installation of the Ultra Plus product. Evergreen did not provide a list of Tenderer's Resources (plant and equipment), however made mention of purpose-built machinery.

The Green Planet Grass tender falls within the amount of the adopted 2016/17 Capital Budget.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996

Part 4 – Provision of goods and services

Division 2 - Tenders for providing goods or services (s.3.57)

POLICY IMPLICATIONS

The Tender was called, opened and assessed in accordance with the provisions of Clause 1.7 of Council's Policy 3.10 – Purchasing.

BUDGET IMPLICATIONS

The projected cost of \$175,000 (ex GST) Supply and Install Surface – Ledge Point Bowling Green for the Ledge Point Bowling Club has been included in Council's 2016/2017 Capital Budget.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>1. Community Wellbeing</i>
Objective	<i>1. To support the Shire of Gingin community to be inclusive, vibrant and healthy</i>
Outcome	<i>1.1 Inclusive community</i>
Strategy	<i>1.1.4 Support community groups and volunteers.</i>
Focus Area	<i>5. Leadership and Governance</i>
Objective	<i>5. To demonstrate effective leadership and governance</i>
Outcome	<i>5.3 A progressive organisation that encourages innovation and collaboration</i>
Strategy	<i>5.3.4 Proactively seek opportunities for collaborative service delivery with neighbouring local governments and State Government.</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council resolve to:

1. Accept the tender received from Green Planet Grass for \$175,000 (excluding GST) with respect to RFT 03/2017 Supply and Install Surface – Ledge Point Bowling Green; and

2. Authorise the Shire President and Chief Executive Officer to sign and affix the Common Seal to the resulting contract.

RESOLUTION

Moved Councillor Court, seconded Councillor Collard that Council resolve to:

1. **Accept the tender received from Green Planet Grass for \$175,000 (excluding GST) with respect to RFT 03/2017 Supply and Install Surface – Ledge Point Bowling Green; and**
2. **Authorise the Shire President and Chief Executive Officer to sign and affix the Common Seal to the resulting contract**

CARRIED UNANIMOUSLY

11.2.3 MONTHLY FINANCIAL STATEMENT FOR PERIOD ENDING 28 FEBRUARY 2017

FILE: FIN/25
REPORTING OFFICER: LINDA FIDGE – ACTING EXECUTIVE MANAGER
CORPORATE AND COMMUNITY SERVICES
REPORT DATE: 21 MARCH 2017
REFER: NIL

OFFICER INTEREST DECLARATION

Nil

COMMENT

The Monthly Financial Statement for the period ending 28 February 2017 is attached and includes the following:

1. Statement of Financial Position for the period to 28 February 2017.
2. Monthly cheque listings.

STATUTORY ENVIRONMENT

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 – s.6.4
Regulation 34 – Financial activity statement required each month (Act s.6.4)

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Leadership and Governance</i>
Objective	<i>5. To demonstrate effective leadership and governance</i>
Outcome	<i>5.2 Accountable and responsible governance</i>
Strategy	<i>Nil</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council receive:

1. The Monthly Financial Statement for the period ending 28 February 2017 as presented in Appendix 1; and
2. The List of Paid Accounts for the period ending 28 February 2017 as presented in Appendix 2.

RESOLUTION

Moved Councillor Elgin, seconded Councillor Smiles that Council:

1. **The Monthly Financial Statement for the period ending 28 February 2017 as presented in Appendix 1; and**
2. **The List of Paid Accounts for the period ending 28 February 2017 as presented in Appendix 2.**

CARRIED UNANIMOUSLY

APPENDIX 1



SHIRE OF GINGIN
INTERIM MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

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Summary of Financial Position up to 28 February 2017

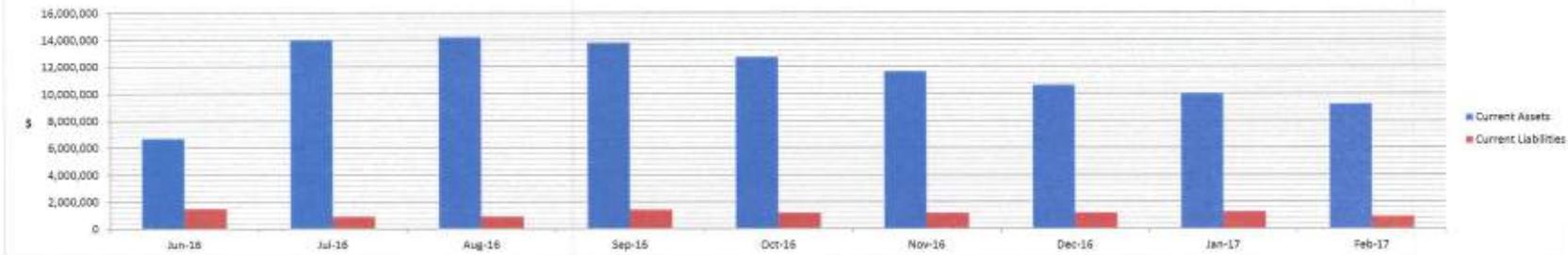
Operating Statement

	Year to 28 February 2017			Annual Budget	Annual Budget %
	Actual	YTD Budget	Variance		
Revenue	12,302,547	12,528,372	-2%	14,140,783	87%
Expenses	(8,950,932)	(9,229,945)	-3%	(14,930,531)	93%
Profit/Loss	(75,940)	40,455	-288%	60,682	-125%
Non-Operating Grants	1,861,645	1,900,000	-2%	2,434,924	76%
Net Result	5,137,311	5,239,182		1,705,758	

Assets & Liabilities

	Jan-17	Feb-17
Current		
Assets	9,989,957	9,216,888
Liabilities	1,284,766	935,247
Non-Current		
Assets	153,198,454	153,602,304
Liabilities	2,571,205	2,571,205
Net Assets	159,322,440	159,311,740

CURRENT ASSETS & LIABILITIES



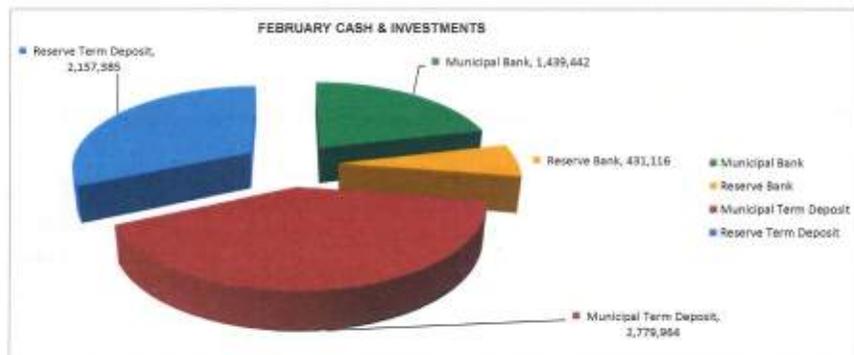
Capital Payments				
	Year to 28 Feb 2017			Annual Budget
	YTD Actual	YTD Budget	Variance	
Land & Buildings	465,624	881,333	-32%	1,168,000
Infrastructure-Roads	1,570,238	2,190,688	-28%	3,755,483
Infrastructure-Parks	246,874	409,867	-51%	856,915
Infrastructure-Other	878,895	755,133	16%	1,294,513
Infrastructure-Footpaths	1,000	25,921	-96%	44,436
Plant & Equipment	671,548	1,002,307	-15%	1,718,241
Furniture and Equipment	28,647	54,084	-47%	92,716
Loans Current	121,917	109,540	11%	187,783
Transfer to Reserve	28,115	94,067	-69%	181,257
Provisions	15,917	-	0%	-
Net Result	4,226,876	5,412,651	-22%	8,278,344

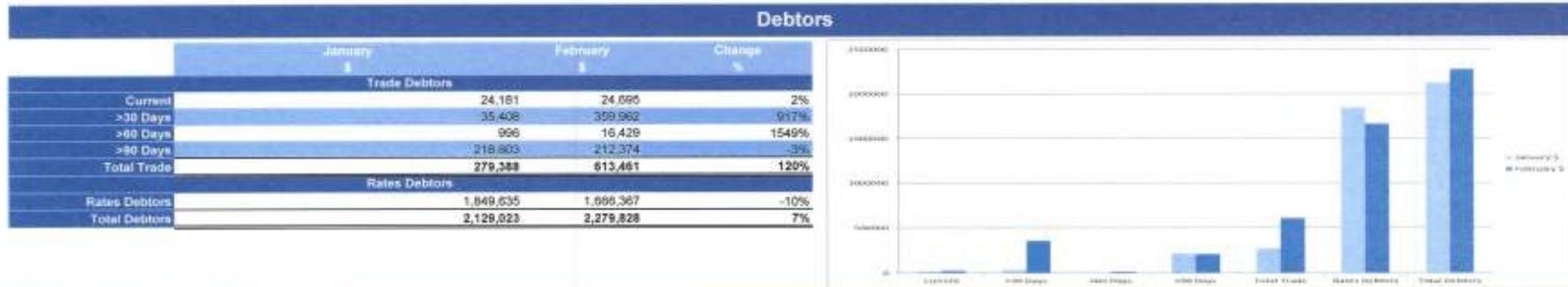
Refer to Capital Works Program.

Note provisions are budgeted throughout operating accounts.

Cash & Investments		
	Volume Held	
	Jan-17	Feb-17
Municipal Bank	1,439,442	1,535,496
Reserve Bank	431,116	430,969
Municipal Term Deposit	2,779,964	3,263,803
Reserve Term Deposit	2,157,385	2,157,240
Total	6,807,906	7,387,508

As a result of the RBA meeting held 7th February 2017, the Board decided to leave the cash rate unchanged at 1.5 per cent.



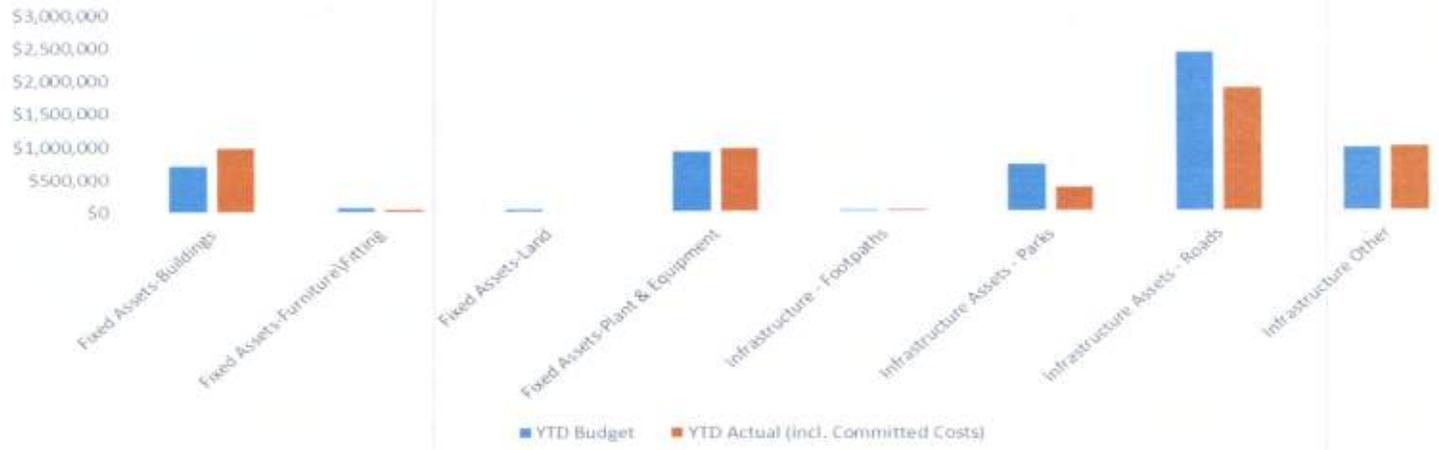


Budget Variances

Account	Description	Total Budget	YTD Budget	YTD Actual	Difference	Explanation
05359070	Ranger Utility Purchase - GG070	\$36,983	\$12,328	\$0	(\$12,328)	
07007030	Fly Control	\$31,654	\$21,096	\$4,116	(\$16,080)	
10107093	Consultant New Landfill	\$30,000	\$20,000	\$5,068	(\$14,933)	
10213050	Guilderton Foreshore Abutions - Changing Places Program G	\$0	\$0	(\$70,000)	(\$70,000)	
10507004	Coastal Hazard Risk Management New Project 16/17	\$75,591	\$50,382	\$0	(\$50,382)	
10507064	Seabird Dune Rehabilitation Exp.	\$22,000	\$14,664	\$2,078	(\$12,580)	
11300000	Salaries & Wages	\$70,459	\$46,968	\$60,533	\$22,565	
11305135	GG Hockey Pitch	\$18,349	\$12,216	\$2,153	(\$10,063)	
11305410	Lancelin Bay Boat Ramp Concept Design	\$23,482	\$11,740	\$1,174	(\$10,566)	
11315091	Gingin Shire Suite of Events Income	(\$29,000)	(\$19,328)	(\$4,500)	\$14,828	
11359124	LA Wangaree Park Skate Equip	\$136,000	\$90,664	\$9,486	(\$81,178)	
11359183	LP - Bowling Club - Synthetic Green	\$175,090	\$115,664	\$0	(\$110,664)	
12205115	Bridges Main Roads Only	\$190,000	\$126,664	\$0	(\$126,664)	
12215080	Contributor Tu Works	(\$67,290)	(\$58,192)	\$0	\$58,192	
12259306	GG - Brockman Street/Cheriton Road Intersection	\$67,290	\$58,192	\$9,275	(\$48,917)	
13259068	Lancelin Carvett Park - Infrastructure Works	\$13,000	\$8,664	\$25,459	\$14,795	
13311040	Training/Scholarship Funding - Building Maintenance	\$0	\$0	(\$16,500)	(\$16,500)	
13713016	LA - South End Caravan Park Lease & Reimbursements	(\$80,000)	(\$53,220)	(\$70,000)	\$33,328	
14259110	Computer System Furniture And Equipment	\$28,000	\$18,664	\$0	(\$18,664)	
14417030	Diesel Fuel Rebate Grant	(\$40,000)	(\$26,664)	(\$8,225)	\$17,439	
14617010	Reimbursements Workers Compensation	(\$30,531)	(\$20,352)	(\$8,064)	\$12,288	
20069551	Unspent Seabird Progress Association Contribution - Seabird	\$16,182	\$12,120	\$0	(\$12,120)	
		\$689,169	\$443,172	(\$1,946)	(\$445,118)	

Fixed Assets Expenditure February 2017

Asset Type	YTD Budget	YTD Actual (incl. Committed Costs)
Fixed Assets-Buildings	\$715,630	\$974,721
Fixed Assets-Furniture/Fitting	\$66,528	\$31,264
Fixed Assets-Land	\$40,000	\$0
Fixed Assets-Plant & Equipment	\$907,132	\$957,799
Infrastructure - Footpaths	\$29,616	\$19,170
Infrastructure Assets - Parks	\$711,848	\$359,523
Infrastructure Assets - Roads	\$2,410,448	\$1,860,302
Infrastructure Other	\$958,864	\$968,828
	\$5,840,066	\$5,171,607

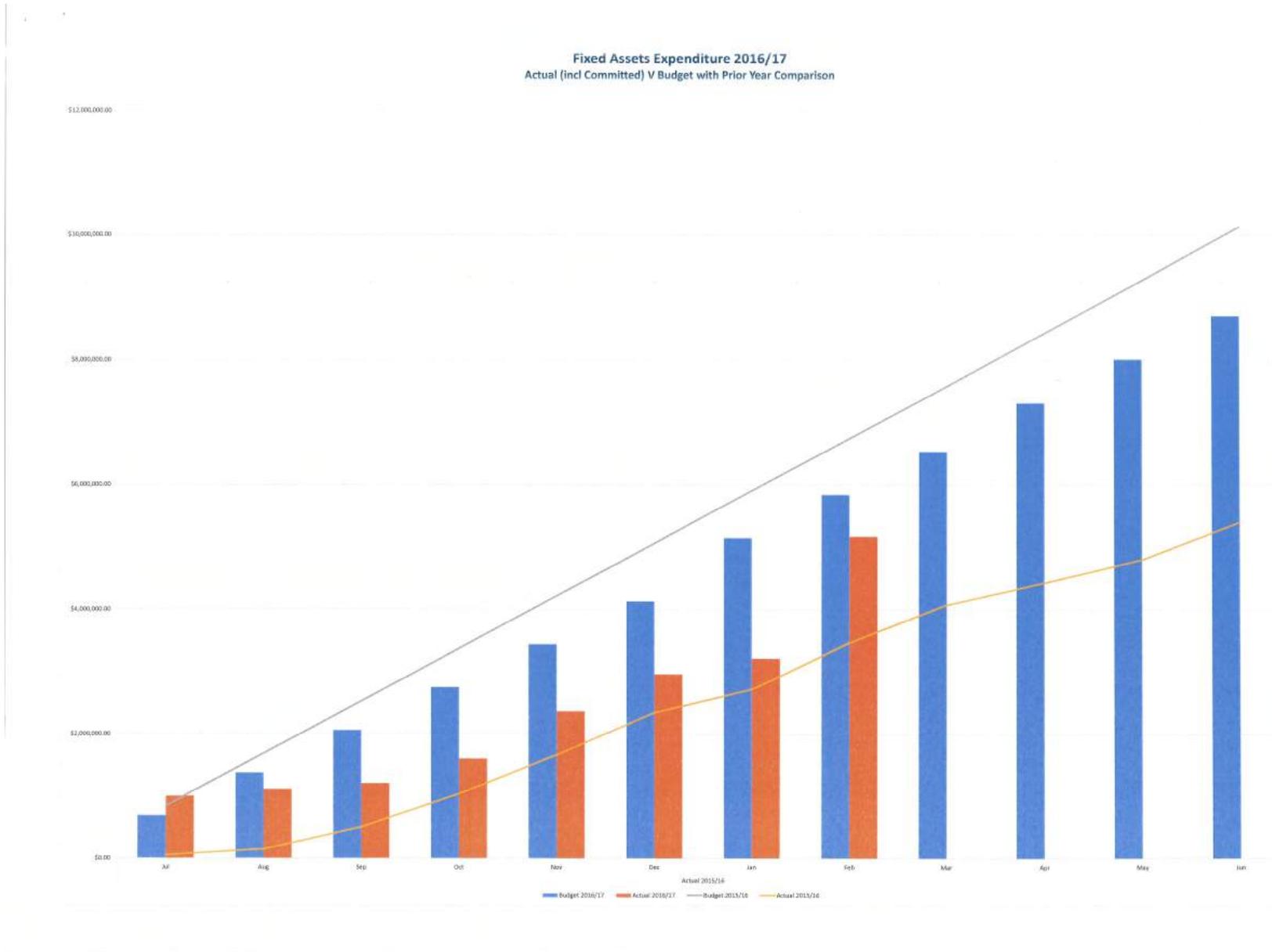


Fixed Assets Expenditure February 2017

Account #	Account Description	Budget	Budget YTD	Actual YTD (incl Committed Costs)	% Total Budget
05159126	Ocean Farm Fire Shed	\$191,474	\$127,648	\$178,771	93.37%
05159129	Nilgen Fire Shed Construction	\$110,000	\$73,328	\$124,700	113.36%
06259050	Gingin Aged Units (Air-conditioning, kitchen refurbishments, floor coverings)	\$8,000	\$5,328	\$0	0.00%
06259200	Shed - LA Community Bus	\$12,000	\$8,000	\$10,986	91.55%
07159106	Gingin Medical Centre (New)	\$10,000	\$6,664	\$0	0.00%
09159002	37A Lefroy Street - Building Capital A/C	\$1,416	\$944	\$1,416	100.03%
09159003	57A Lefroy Street - Building Capital A/C	\$18,557	\$12,368	\$22,486	121.17%
10259213	Ablution Block Harold Park Lancelin	\$6,500	\$4,328	\$3,636	55.94%
10259217	Ablution Facility Guilderton Foreshore	\$0	\$0	\$90,782	
11159005	Granville Civic Centre Buildings	\$10,500	\$7,000	\$4,650	44.29%
11159050	Lancelin Hall Buildings	\$35,000	\$23,328	\$33,903	96.87%
11159068	Sovereign House/Toilets	\$2,500	\$1,664	\$0	0.00%
11359090	GG Recreation Centre Building Land & Buildings	\$22,500	\$15,000	\$9,842	43.74%
11359092	Neergabby Showgrounds Gazebo	\$5,500	\$3,664	\$3,306	60.10%
11359103	Redfield Park Community Ctr	\$24,000	\$14,662	\$22,000	91.67%
11359159	GG Racecourse Buildings	\$4,500	\$3,000	\$3,045	67.68%
11359173	GU Bowling Club - Shade Extension & Seating	\$31,500	\$21,000	\$0	0.00%
11359264	LA Sports Ground Toilets & Change Rooms (Football Club)	\$250,000	\$166,664	\$245,000	98.00%
11359266	Granville Park Toilets (Sewerage pump)	\$2,500	\$1,664	\$0	0.00%
11359362	Lancelin Plaza Shade Structure	\$25,000	\$16,664	\$18,759	75.04%
12259010	Lancelin/Ledge Point Depot	\$7,375	\$4,904	\$7,375	99.99%
12259018	Road Survey Equipment	\$20,000	\$13,328	\$0	0.00%
12259998	Sovereign Hill - Bus Shelter	\$25,000	\$16,664	\$11,571	46.29%
13259050	Ablution Facilities Upgrade Land And Buildings	\$5,750	\$3,832	\$0	0.00%
13259065	Caravan Park Chalets	\$80,000	\$53,336	\$57,979	72.47%
13259067	Caravan Park Storage Shed	\$40,000	\$26,664	\$40,000	100.00%
13259300	Information Bays	\$38,000	\$25,328	\$32,065	84.38%
14259114	Office (GG Admin) - Buildings	\$53,000	\$35,328	\$43,934	82.90%
14359150	Depot - Sea Container	\$10,000	\$6,664	\$8,514	85.14%
14759140	CWA Building - Structural Repairs	\$25,000	\$16,664	\$0	0.00%
04159110	Council Chambers Furniture	\$2,000	\$0	\$0	0.00%
04159115	Council Furniture & Equipment	\$0	\$0	\$1,019	
05359100	Ranger Computer & Equipment	\$2,530	\$1,680	\$2,531	100.03%
11159006	Furniture - Halls	\$4,000	\$2,664	\$0	0.00%
11359263	GG Recreation Ctr Furniture and Equipment	\$2,016	\$1,344	\$0	0.00%
13259060	GU Caravan Park Furniture/fittings	\$5,084	\$3,384	\$5,084	100.00%

Account #	Account Description	Budget	Budget YTD	Actual YTD (incl Committed Costs)	% Total Budget
13359010	Furniture And Equipment	\$1,000	\$664	\$0	0.00%
14259110	Computer System Furniture And Equipment	\$28,000	\$18,664	\$2,335	8.34%
14259115	Office Furniture/Equip, Furniture And Equipment	\$37,500	\$25,000	\$11,309	30.16%
14359110	Depot - Furniture And Equipment	\$2,200	\$1,464	\$0	0.00%
14759122	Master Key System	\$17,500	\$11,664	\$8,986	51.35%
10159000	Landfill Site Implementation	\$60,000	\$40,000	\$0	0.00%
05159145	Gingin South Light Tanker GG72	\$175,000	\$116,664	\$0	0.00%
05159200	Fire Warning Signs	\$20,000	\$13,328	\$0	0.00%
05359010	Ranger Utility Purchase GG005	\$45,000	\$30,000	\$0	0.00%
05359070	Ranger Utility Purchase GG070	\$36,983	\$12,328	\$0	0.00%
07459001	Vehicle Purchase - 6GG (5GG budget) EHD	\$0	\$0	\$34,792	
12359117	Vehicle Purchase - Isuzu D-Max SX GG017	\$46,000	\$30,664	\$42,130	91.59%
12359750	Minor Plant/Equipment	\$15,000	\$10,000	\$6,990	46.60%
12359903	Ford Falcon Ttop GG043	\$43,241	\$28,824	\$43,241	100.00%
12359906	Utility 5GG - EMO	\$43,898	\$29,264	\$43,656	99.45%
12359923	Mitsubishi Dual Cab GG033	\$46,000	\$30,664	\$42,130	91.59%
12359927	Isuzu D-Max Space Cab/Chas 9GG	\$45,000	\$30,000	\$0	0.00%
12359934	Station Wagon GG050	\$45,000	\$30,000	\$0	0.00%
12359943	New Tractor GG012	\$85,500	\$0	\$85,500	100.00%
12359946	Grader GG001	\$317,500	\$317,500	\$317,500	100.00%
12359947	Prime Mover GG045	\$207,000	\$138,000	\$207,000	100.00%
12359962	Trailer GG????	\$5,005	\$3,336	\$5,005	100.01%
12359963	Trailer GG????	\$12,522	\$8,344	\$12,522	100.00%
13259130	Vehicle Purchase GG044	\$43,241	\$28,824	\$43,241	100.00%
14259125	Vehicle Purchase - DGG Plant And Equipment	\$74,091	\$49,392	\$74,091	100.00%
12259990	Footpath projects unallocated	\$44,436	\$29,616	\$19,170	43.14%
11259065	Lancelin Foreshore Development - Cunliffe St	\$150,000	\$100,000	\$0	0.00%
11259077	Guilderton Beach Access Boardwalk	\$89,000	\$59,328	\$0	0.00%
11259079	Boat Launch Facility - Planning Study	\$57,692	\$38,456	\$46,153	80.00%
11259080	GU Pontoon Jetty Boat ramp	\$170,912	\$113,936	\$170,832	99.95%
11359045	GG Iluka Aquatic Centre Shade Sail	\$27,500	\$18,328	\$28,454	103.47%
11359046	Gingin Aquatic Centre Furniture and Equipment	\$4,728	\$3,152	\$4,728	99.99%
11359124	LA Wangaree Park Skate Equip	\$136,000	\$90,664	\$9,486	6.98%
11359132	Playground Equipment	\$59,483	\$39,648	\$39,211	65.92%
11359133	LP Playground Equipment	\$135,949	\$90,632	\$0	0.00%
11359170	GG Recreation Ground	\$10,150	\$6,760	\$0	0.00%
11359171	Regional Hardcourt Facility - Bank Stabilisation & Landscaping	\$165,000	\$110,000	\$0	0.00%
11359257	Solar Heating Gingin Aquatic Centre	\$56,445	\$37,616	\$57,909	102.59%

Account #	Account Description	Budget	Budget YTD	Actual YTD (incl Committed Costs)	% Total Budget
12259178	Rural - Mooliabeenee Road - Turning Pocket	\$88,878	\$59,232	\$17,820	20.05%
12259199	Rural - Breera Road	\$0	\$0	\$4,491	
12259221	R To R - Bennies Road	\$363,115	\$242,048	\$274,151	75.50%
12259222	Lancelin - Lancelin Plaza	\$10,000	\$6,664	\$0	0.00%
12259229	Ocean Farm - Ocean Farm Drive	\$0	\$0	\$81,525	
12259248	Guilderton Foreshore Carpark	\$199,090	\$132,720	\$320,412	160.94%
12259306	GG - Brockman Street/Cheriton Road Intersection	\$87,290	\$58,192	\$9,275	10.63%
12259339	Rural - Cullalla Rd	\$472,125	\$314,736	\$256,270	54.28%
12259348	SB - Seabird Road	\$650,000	\$433,328	\$0	0.00%
12259353	Old North Road Drive/Walk Trail	\$46,020	\$30,680	\$22,003	47.81%
12259501	Black Spot - Dewar Road	\$245,656	\$163,760	\$6,064	2.47%
12259959	RRG - Gingin Brook Road - Final Seal	\$100,160	\$66,768	\$0	0.00%
12259961	RRG - Gingin Brook Road	\$827,399	\$551,584	\$636,599	76.94%
12259982	Drainage Construction	\$21,013	\$14,008	\$5,136	24.44%
12259983	RRG - Mooliabeenee Road	\$0	\$0	\$39,701	
12259993	Murray Bridge works	\$159,000	\$106,000	\$159,000	100.00%
12259996	Rural - Fynes Road Resheet SLK 0.00-5.32	\$272,204	\$181,456	\$0	0.00%
12259997	LA - Hawcroft Place - Install Cul-de-Sac/drainage/kerb	\$73,930	\$49,272	\$27,855	37.68%
10159030	Gingin Landfill Fencing	\$5,000	\$3,328	\$0	0.00%
10559010	Seabird Erosion Solution	\$885,063	\$590,040	\$874,940	98.86%
10759128	Gingin Cemetery Fence and Driveway	\$19,450	\$12,960	\$0	0.00%
11359183	LP - Bowling Club - Synthetic Green	\$175,000	\$116,664	\$0	0.00%
12259360	Retention Basin - Roe Street/Gingin Brook	\$150,000	\$100,000	\$12,555	8.37%
12259362	Streetscape Project - Lancelin	\$70,000	\$46,664	\$0	0.00%
12259994	Parking Meters - Guilderton	\$16,052	\$10,696	\$16,052	100.00%
13259312	Caravan Waste Dump Points	\$4,455	\$2,968	\$1,955	43.87%
13259313	Caravan Park Drainage	\$50,000	\$33,328	\$0	0.00%
13259314	Caravan Park Retaining Wall	\$63,327	\$42,216	\$63,327	100.00%
		\$8,704,905	\$5,836,738	\$5,168,857	59.38%



SHIRE OF GINGIN
INTERIM MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

	NOTE	Feb 2016/2017 Y-T-D Actual \$	2016/2017 Y-T-D Budget \$	2016/2017 Budget \$	Variances Budget to Actual Y-T-D %
Net current assets at start of year - surplus/(deficit)		2,265,998	1,556,418	0	0.00%
Revenue from operating activities (excluding rates and non-operating grants, subsidies & contributions)					
Governance		534	6,667	10,000	(61.33%)
General Purpose Funding		1,535,324	1,200,000	1,178,916	28.44%
General Purpose Funding - Rates		7,601,397	7,569,439	7,569,439	0.42%
Law, Order, Public Safety		333,562	275,154	412,731	14.15%
Education and Welfare		92,642	81,333	122,000	9.27%
Health		171,328	175,333	263,000	(1.52%)
Housing		18,600	17,333	26,000	4.87%
Community Amenities		890,437	1,350,000	1,779,028	(25.83%)
Recreation and Culture		153,458	108,097	162,145	27.98%
Transport		9,188	199,365	299,048	(63.59%)
Economic Services		1,273,122	1,301,774	1,952,661	(1.47%)
Other Property and Services		222,957	243,877	365,815	(5.72%)
		<u>12,302,547</u>	<u>12,528,372</u>	<u>14,140,783</u>	<u>(1.60%)</u>
Expenditure from operating activities					
Governance		(639,679)	(271,271)	(406,907)	90.54%
General Purpose Funding		(308,300)	(716,501)	(1,074,751)	(37.98%)
Law, Order, Public Safety		(938,021)	(900,000)	(1,021,042)	3.72%
Education and Welfare		(112,436)	(125,873)	(188,809)	(7.12%)
Health		(525,994)	(530,000)	(672,316)	(0.60%)
Housing		(15,746)	(16,000)	(20,439)	(1.24%)
Community Amenities		(1,328,384)	(1,400,000)	(2,166,766)	(3.31%)
Recreation & Culture		(2,010,593)	(2,000,000)	(2,745,624)	0.39%
Transport		(1,267,809)	(1,300,000)	(4,187,442)	(0.77%)
Economic Services		(962,549)	(970,000)	(1,802,569)	(0.41%)
Other Property and Services		(917,368)	(1,000,000)	(643,966)	(12.83%)
		<u>(9,026,880)</u>	<u>(9,229,645)</u>	<u>(14,930,631)</u>	<u>(1.36%)</u>
Operating activities excluded from budget					
(Profit)/Loss on Asset Disposals	2	75,949	40,455	60,682	58.49%
Depreciation on Assets	10	1,930,118	2,325,418	3,488,127	(11.33%)
Non-Cash Expenditure and Revenue		36,534	0	0	100.00%
Leave Entitlements		(15,017)	0	0	(100.00%)
Amount attributable to operating activities		<u>5,303,250</u>	<u>7,221,018</u>	<u>2,758,961</u>	<u>(69.51%)</u>
Investing Activities					
Non operating grants, subsidies & contributions		1,861,645	1,900,000	2,434,924	(1.58%)
Purchase Land Held for Resale	1	0	0	0	0.00%
Purchase Land and Buildings	1	(465,624)	(500,000)	(1,168,000)	(2.94%)
Purchase Infrastructure Assets - Roads	1	(1,570,238)	(2,503,655)	(3,755,483)	(24.85%)
Purchase Infrastructure Assets - Parks	1	(246,874)	(250,000)	(856,915)	(0.36%)
Purchase Infrastructure Assets - Other	1	(876,895)	(863,009)	(1,294,513)	1.07%
Purchase Infrastructure Assets - Footpaths	1	(1,000)	(29,624)	(44,436)	100.00%
Purchase Tools		0	0	0	100.00%
Purchase Plant and Equipment	1	(871,548)	(870,000)	(1,718,241)	0.09%
Purchase Furniture and Equipment		(28,647)	(35,000)	(92,716)	(6.85%)
Proceeds from Disposal of Assets	2	283,909	450,212	675,318	(24.63%)
		<u>(1,915,272)</u>	<u>(2,701,076)</u>	<u>(5,820,062)</u>	<u>(13.50%)</u>
Financing Activities					
Repayment of Debentures	3	(121,917)	(125,189)	(187,783)	(1.74%)
Proceeds from New Debentures	3	213,897	213,897	213,897	0.00%
New Self Supporting Loans		0	0	0	0.00%
New Advances		0	0	0	0.00%
Proceeds from Advances		10,620	6,664	9,996	(100.00%)
Self-Supporting Loan Principal Income		10,947	18,611	27,916	(27.45%)
Transfers to Reserves (Restricted Assets)	4	(29,115)	(107,505)	(161,257)	(48.61%)
Transfers from Reserves (Restricted Assets)	4	0	393,333	590,000	(86.67%)
Transfers from Restricted Cash		0	674,609	1,011,914	(86.67%)
		<u>84,432</u>	<u>1,074,421</u>	<u>1,504,683</u>	<u>(65.79%)</u>
Net Current Assets Year to Date		<u>5,738,408</u>	<u>5,594,363</u>	<u>(1,556,418)</u>	

This statement is to be read in conjunction with the accompanying notes.
Note: Difference in B/Fwd balance relates to End of year adjustments.

SHIRE OF GINGIN
INTERIM MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

1. ACQUISITION OF ASSETS & OTHER NON CAPITAL EXPENDITURE	Feb 2016/2017 Y-T-D Actual \$	2016/2017 Budget \$
The following assets and other non capital expenditure have been acquired/paid for during period under review:		
<u>By Program</u>		
Governance	1,019	5,000
General Purpose Funding	29,115	121,487
Law, Order, Public Safety	181,302	542,500
Health	22,887	69,387
Education and Welfare	1,032	20,000
Housing	21,359	21,000
Community Amenities	902,630	1,032,974
Recreation and Culture	281,593	1,450,231
Transport	2,332,830	5,405,419
Economic Services	277,513	340,693
Other Property and Services	175,596	270,653
	4,226,876	9,279,344
<u>By Class</u>		
Land and Buildings	465,624	1,168,000
Infrastructure Assets - Roads	1,570,238	3,755,483
Infrastructure Assets - Parks and Ovals	246,874	856,915
Infrastructure Assets - Other	876,895	1,294,513
Infrastructure - Footpaths	1,000	44,436
Plant and Equipment	871,548	1,718,241
Furniture and Fittings	28,647	92,716
Tools	0	0
Loans Current	121,917	187,783
Provisions	15,017	0
Transfers to Reserve	29,115	161,257
	4,226,876	9,279,344

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this statement as follows:

SHIRE OF GINGIN
INTERIM MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

	Net Book Value	Sale Proceeds	Profit/(Loss)
	February 2016/2017 Y-T-D Actual \$	February 2016/2017 Y-T-D Actual \$	February 2016/2017 Y-T-D Actual \$
By Program			
Law Order & Public Safety	0	0	0
Health	0	0	0
Community Amenities	0	0	0
Transport	190,120	233,182	(43,062)
Economic Services	2,136	9,818	(7,682)
Other Property & Services	15,704	40,909	(25,205)
	207,961	283,909	(75,949)
By Class			
Plant & Equipment	44,324	120,273	(75,949)
Land & Buildings	0	0	0
	44,324	120,273	(75,949)
Summary			Profit/(Loss) 2016/2017 Y-T-D Actual \$
Profit on Asset Disposals			3,656
Loss on Asset Disposals			(79,605)
			(75,949)

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans Actual	New Loans Budget	Principal Repayments		Principal Outstanding		Interest Repayments	
				Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Education & Welfare									
L110 Aged Accom Lancelin	0			0	0	0	0	0	0
Health									
L100 GG Medical Centre	232,451			22,887	22,887	209,564	209,564	15,554	14,766
Community Amenities									
L111 Tip Rationalisation Site	499,451			14,578	14,578	484,873	484,873	33,918	32,182
Loan 127 - SB Erosion Extension	0		213,897	9,475	9,383	204,422	204,514	3,333	2,898
Recreation & Culture									
L114 Gu C/Club	490,488			13,259	28,952	477,229	461,536	19,190	34,548
L115 Gu C/Club	25,991			6,159	12,538	19,832	13,453	1,036	1,643
L119 LP Country Club & Granville Civic Centre	16,316			3,866	7,871	12,450	8,445	652	1,034
L120 Regional Netball Facility	340,088			8,417	17,115	331,671	322,973	12,521	22,437
L124A Regional Hardcourt Facility	330,480			8,836	17,854	321,644	312,626	7,920	13,466
L126 Swimming Pool	150,000			13,010	13,010	136,990	136,990	5,061	4,550
Economic Services									
L103 Gingin Sale Yards	17,982			2,779	5,642	15,203	12,340	591	982
Other Property & Services									
L91 Guilderton Shop	0			0	0	0	0	0	0
L93 LA Angling/Aquatic	20,127			4,789	9,736	15,338	10,391	722	1,156
L106 Lot 1023 Lancelin	0			0	0	0	0	0	0
L118 Office Extensions	32,505			7,701	15,679	24,804	16,826	1,298	2,060
L123 Purchase Lot 44 Weld Street GG	225,365			6,162	12,538	219,203	212,827	8,611	15,471
	2,381,244	0	213,897	121,917	187,783	2,473,224	2,407,358	110,405	147,193

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

3. INFORMATION ON BORROWINGS (continued)	Principal Actual	Interest Actual
(a) Debenture Repayments	\$	\$
Repayment of Principal for Council Funded Loans will be	110,970	Interest on Council Funded Loans 108,647
Repayment of Principal for Self Supporting Loans will be	10,947	Interest on Self Supporting Loans 1,757
	<u>\$121,917</u>	<u>\$110,405</u>
 (b) New Debentures		
Nil		

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

	Feb Y-T-D Actual \$	2016/2017 Budget \$
4. RESERVES		
Cash Backed Reserves		
(a) Long Service Leave, Sick Leave, Staff Contingency		
Opening Balance	356,637	355,494
Amount Set Aside / Transfer to Reserve	4,038	6,141
Amount Used / Transfer from Reserve	-	-
	<u>360,676</u>	<u>361,635</u>
(b) Office Equipment Replacement		
Opening Balance	17,210	17,166
Amount Set Aside / Transfer to Reserve	195	426
Amount Used / Transfer from Reserve	-	-
	<u>17,405</u>	<u>17,592</u>
(c) Plant & Equipment Replacement		
Opening Balance	150,707	150,323
Amount Set Aside / Transfer to Reserve	1,706	24,149
Amount Used / Transfer from Reserve	-	-
	<u>152,414</u>	<u>174,472</u>
(d) Land & Buildings General		
Opening Balance	801,200	798,786
Amount Set Aside / Transfer to Reserve	9,072	14,077
Amount Used / Transfer from Reserve	-	(380,000)
	<u>810,272</u>	<u>432,863</u>
(e) Guilderton Caravan Park Recreation		
Opening Balance	120,316	120,009
Amount Set Aside / Transfer to Reserve	1,362	2,115
Amount Used / Transfer from Reserve	-	-
	<u>121,678</u>	<u>122,124</u>
(f) Shire Recreational Development		
Opening Balance	151,204	215,653
Amount Set Aside / Transfer to Reserve	1,763	3,800
Amount Used / Transfer from Reserve	-	(100,000)
	<u>152,966</u>	<u>119,453</u>
(g) Redfield Park Public Open Space		
Opening Balance	29,283	41,191
Amount Set Aside / Transfer to Reserve	341	726
Amount Used / Transfer from Reserve	-	-
	<u>29,623</u>	<u>41,917</u>

SHIRE OF GINGIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

	Feb Y-T-D Actual \$	2016/2017 Budget \$
RESERVES (continued)		
(h) Ocean Farm Recreation		
Opening Balance	35,986	35,894
Amount Set Aside / Transfer to Reserve	407	633
Amount Used / Transfer from Reserve	-	-
	<u>36,393</u>	<u>36,527</u>
(i) Tip Rationalisation		
Opening Balance	686,147	684,398
Amount Set Aside / Transfer to Reserve	7,769	12,062
Amount Used / Transfer from Reserve	-	(110,000)
	<u>693,916</u>	<u>586,460</u>
(j) Lancelin Community Sporting Club		
Opening Balance	32,708	17,578
Amount Set Aside / Transfer to Reserve	359	12,810
Amount Used / Transfer from Reserve	-	-
	<u>33,067</u>	<u>30,388</u>
(k) Community Infrastructure Reserve		
Opening Balance	86,046	85,827
Amount Set Aside / Transfer to Reserve	974	1,513
Amount Used / Transfer from Reserve	-	-
	<u>87,021</u>	<u>87,340</u>
(l) Staff Housing Reserve		
Opening Balance	31,238	31,158
Amount Set Aside / Transfer to Reserve	354	549
Amount Used / Transfer from Reserve	-	-
	<u>31,592</u>	<u>31,707</u>
(m) Future Infrastructure Reserve		
Opening Balance	73,481	-
Amount Set Aside / Transfer to Reserve	775	76,797
Amount Used / Transfer from Reserve	-	-
	<u>74,256</u>	<u>76,797</u>
(n) Guilderton Country Club Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	5,460
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>5,460</u>
Total Cash Backed Reserves	<u>2,601,279</u>	<u>2,124,735</u>

All of the above reserve accounts are supported by money held in financial institutions.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

	Feb Y-T-D Actual \$	2016/2017 Budget \$
4. RESERVES (Continued)		
Summary of Transfers		
To Cash Backed Reserves		
Transfers to Reserves		
Transfers to Reserves		
Long Service Leave, Sick Leave, Staff Contingency	4,038	6,141
Office Equipment Replacement	195	426
Plant & Equipment Replacement	1,706	24,149
Land & Buildings General	9,072	14,077
Guilderton Caravan Park Recreation	1,362	2,115
Shire Recreational Development	1,763	3,800
Redfield Park Public Open Space	341	726
Ocean Farm Recreation	407	633
Tip Rationalisation	7,769	12,062
Lancelin Community Sporting Club	359	12,810
Community Infrastructure	974	1,513
Staff Housing Reserve	354	549
Guilderton Country Club Reserve	775	5,460
Future Infrastructure Reserve	-	78,797
	<u>29,115</u>	<u>161,258</u>
Transfers from Reserves		
Long Service Leave, Sick Leave, Staff Contingency	-	-
Office Equipment Replacement	-	-
Plant & Equipment Replacement	-	-
Land & Buildings General	-	(380,000)
Guilderton Caravan Park Recreation	-	-
Shire Recreational Development	-	(100,000)
Redfield Park Public Open Space	-	-
Ocean Farm Recreation	-	-
Tip Rationalisation	-	(110,000)
Lancelin Community Sporting Club	-	-
Community Infrastructure	-	-
Staff Housing Reserve	-	-
Guilderton Country Club Reserve	-	-
Future Infrastructure Reserve	-	-
	<u>-</u>	<u>(590,000)</u>
Total Transfer to/(from) Reserves	<u>29,115</u>	<u>(428,742)</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows: for which the reserves are set aside are as follows:

Long Service Leave, Sick Leave, Staff Contingency

Used to fund annual, long service leave, rostered days off (executive staff only), sick leave redundancy/retirement and staff contingency

SHIRE OF GINGIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

Office Equipment Replacement Reserve

Used for the acquisition and/or replacement of major items of office equipment (including computer system)

Plant and Equipment Reserve

Used for the purchase of major plant and equipment

Land and Building General Reserve

Used for the replacement and/or acquisition of land and buildings

Guilderton Caravan Park Recreation

Used for the development of Guilderton Caravan Park facilities

Shire Recreational Development Reserve Shire Recreational Development Reserve

Used for the development of Shire Recreational facilities

Redfield Park Public Open Space Reserve

Used for the development of Public Open Space within the Redfield Park subdivision

Ocean Farm Recreation

Used for the development of recreation and community facilities within the Ocean Farm subdivision

Tip Rationalisation

Used for rationalisation of rubbish tip facilities within the Shire

Plant & Equipment/Infrastructure Replacement

Used for replacement of Fire Equipment and Infrastructure for fire fighting purposes within the Shire

Lancelin Community Sporting Club Reserve

Used in developing building and other associated infrastructure at the Lancelin Community Sporting Club and are to be spent upon request from the Club, and approval from Council

Community Infrastructure Reserve

Used to assist in the financing of community facilities

Staff Housing Contingency

Staff housing infrastructure additions and/or replacement

Future Infrastructure Reserve

Used for the provision of renewal, upgrade and asset purchases

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

	Actual Feb 2016/2017 Y-T-D Actual \$	Actual Brought Forward 1-Jul \$
5. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS:		
Cash - Unrestricted	3,561,142	851,145
Cash - Restricted Reserves	4 2,601,279	2,572,164
Cash - Restricted General	871,196	1,527,894
Rates - Current	1,565,313	700,817
Sundry Debtors	574,259	1,164,689
Inventories	26,730	34,480
	9,199,920	6,851,189
LESS: CURRENT LIABILITIES		
Payables	(172,047)	(1,279,262)
Employee Provisions	(688,185)	(703,202)
Accrued Interest on Loans	0	(30,562)
	(860,233)	(2,013,027)
	8,339,687	4,838,162
Less: Cash - restricted reserves	4 (2,601,279)	(2,572,164)
NET CURRENT ASSET POSITION	5,738,408	2,265,998

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2016/2017 Rate Revenue \$	2016/2017 Interim Rates \$	2016/2017 Back Rates \$	2016/2017 Total Revenue \$	2016/2017 Budget \$
General Rate								
GRV - Townsites	0.082063	1,743	28,508,235	2,339,471			2,339,471	2,339,471
GRV - Other	0.082063	923	14,815,362	1,215,793			1,215,793	1,215,793
UV - Rural	0.004427	422	286,427,000	1,268,014			1,268,014	1,268,014
UV - Other	0.004427	1	2,800,000	12,396			12,396	12,396
UV - Intensive	0.008303	118	64,543,000	535,901			535,901	535,901
Interim Rates			0	0	18,726		18,726	20,000
Back Rates			0	0		16,760	16,760	1,000
Sub-Totals		3,207	397,093,597	5,371,574	18,726	16,760	5,407,059	5,392,574
Minimum Rates	Minimum \$							
GRV - Townsites	980	879	6,752,442	861,420			861,420	861,420
GRV - Other	980	751	4,133,426	735,980			735,980	735,980
UV - Rural	1238	372	74,924,300	460,536			460,536	460,536
UV - Other	1238	22	608,000	27,236			27,236	27,236
UV - Intensive	2,201	93	15,553,853	204,693			204,693	204,693
Sub-Totals		2,117	101,972,021	2,289,865	0	0	2,289,865	2,289,865
Concessions					(95,527)		(95,527)	(92,000)
Rate Write Off							0	0
Ex-Gratia Rates							0	(600)
Totals		5,324	499,065,618	7,661,439	(76,801)	16,760	7,601,397	7,589,839

All land except exempt land in the Shire of Gingin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2016/2017 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF GINGIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-16 \$	Amounts Received \$	Amounts Paid (\$)	Feb Y-T-D Actual \$
Bonds, Tenders etc	5,800			5,800
Car Parking Cash in Lieu	11,482			11,482
Community Groups	3,592			3,592
Councillors Nominations	-			-
D Wedge Trust	4,858	25		4,883
Excavation Bonds	20,000			20,000
Footpath Bonds	5,240			5,240
Landscaping Bonds	41,635			41,635
Old Junction Hotel Restoration	1,318			1,318
Other Bonds/Trusts	13,527	5,462	287	18,701
Public Open Space	30,000			30,000
Rehabilitation Bonds	64,842			64,842
Second Hand Buildings	34,500	5,000	5,000	34,500
Staff Trust	11,633	18,713	23,330	7,016
Subdivision Bonds	169,067			169,067
Tree Planting Bonds	-			-
Trust Interest	173,450	2,770	413	175,809
	590,944	31,970	29,030	593,884

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

8. OPERATING STATEMENT

	Feb 2016/2017 Y-T-D Actual \$	2016/2017 Budget \$	2015/2016 Actual \$
OPERATING REVENUES			
Governance	534	10,000	4,545
General Purpose Funding	9,136,721	8,748,355	8,542,000
Law, Order, Public Safety	511,694	887,731	364,327
Health	171,328	263,000	268,767
Education and Welfare	92,642	122,000	138,102
Housing	18,600	26,000	28,937
Community Amenities	1,547,134	1,779,028	3,105,764
Recreation and Culture	171,253	452,173	1,081,685
Transport	1,018,208	1,903,396	2,156,938
Economic Services	1,273,122	1,952,661	1,702,577
Other Property and Services	222,957	365,815	902,230
TOTAL OPERATING REVENUE	14,164,192	16,510,159	18,295,872
OPERATING EXPENSES			
Governance	(639,679)	(1,077,144)	(1,067,290)
General Purpose Funding	(308,300)	(408,097)	(396,279)
Law, Order, Public Safety	(938,021)	(1,030,068)	(1,537,557)
Health	(525,994)	(675,974)	(822,627)
Education and Welfare	(112,436)	(188,803)	(166,739)
Housing	(15,746)	(20,439)	(33,300)
Community Amenities	(1,328,384)	(2,174,087)	(2,151,093)
Recreation & Culture	(2,010,593)	(2,752,161)	(2,902,683)
Transport	(1,267,809)	(4,087,190)	(2,480,467)
Economic Services	(962,549)	(1,807,154)	(1,404,726)
Other Property and Services	(917,368)	(643,966)	(367,476)
TOTAL OPERATING EXPENSE	(9,026,880)	(14,865,083)	(13,330,237)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	5,137,311	1,645,076	4,965,635

SHIRE OF GINGIN

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 28 FEBRUARY 2017

9. STATEMENT OF FINANCIAL POSITION

	Feb 2016/17 Y-T-D Actual \$	2015/2016 Actual \$
CURRENT ASSETS		
Cash Assets	4,432,338	2,379,039
Reserves - Cash Backed	2,601,279	2,572,164
Receivables - Cash	2,139,573	1,865,506
Receivables - Non Cash	16,969	38,536
Inventories	26,730	34,480
TOTAL CURRENT ASSETS	9,216,888	6,889,725
NON-CURRENT ASSETS		
Receivables	168,322	168,322
Inventories	0	0
Property, Plant and Equipment	54,678,355	54,797,949
Infrastructure	98,755,626	96,865,206
TOTAL NON-CURRENT ASSETS	153,602,304	151,831,477
TOTAL ASSETS	162,819,192	158,721,202
CURRENT LIABILITIES		
Payables	193,540	1,279,262
Accrued Interest on Debentures	0	30,562
Interest-bearing Liabilities	54,521	176,438
Provisions	688,185	703,202
TOTAL CURRENT LIABILITIES	936,247	2,189,465
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	2,418,702	2,204,805
Provisions	152,503	152,503
TOTAL NON-CURRENT LIABILITIES	2,571,205	2,357,308
TOTAL LIABILITIES	3,507,452	4,546,773
NET ASSETS	159,311,740	154,174,429
EQUITY		
Reserves - Asset Revaluation	106,207,280	106,207,280
Reserves - Cash Backed	2,601,279	2,572,164
Retained Surplus	50,503,180	45,394,985
TOTAL EQUITY	159,311,740	154,174,429

APPENDIX 2

LIST OF ACCOUNTS PAID BY COUNCIL SUBMITTED TO THE
COUNCIL MEETING HELD ON FEBRUARY 14th 2017

TYPE	DATE PAID	NAME	DETAILS	AMOUNT
Chq/EFT				
EFT20640	02/02/2017	CURNOW GROUP HIRE PTY LTD	CARPARK AND JETTY CONSTRUCTION	307528.76
EFT20641	02/02/2017	GEOFFRY LIDDELOW	REIMBURSEMENT FOR MAINTENANCE ITEMS	931.33
EFT20642	02/02/2017	MARKETFORCE PRODUCTIONS	ADVERTISING	567.56
EFT20643	02/02/2017	MOORE RIVER ELECTRICAL SERVICES	REPLACE SUBMERSABLE PUMP	1730.00
EFT20644	02/02/2017	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC CONTROL	1091.48
EFT20645	02/02/2017	SUNNY SIGNS COMPANY PTY LTD	SIGN	90.20
EFT20646	02/02/2017	DIRECTIONS WORKFORCE SOLUTIONS	MENTORING K WILLIAMS	330.00
EFT20647	02/02/2017	ROAD SIGNS AUSTRALIA	SIGNS	2116.40
EFT20648	02/02/2017	PEDDERS SUSPENSION - JOONDALUP	FRONT WHEEL ALIGNMENT - GG074	99.00
EFT20649	02/02/2017	WHEELS & KEELS AUTO ELECTRICAL	REPAIRS TO VHF RADIO GG073.	921.16
EFT20650	02/02/2017	COVS PARTS PTY LTD	SPARK PLUG & FILTER GG098	132.13
EFT20651	02/02/2017	COURIER AUSTRALIA	FREIGHT	52.15
EFT20652	02/02/2017	GINGIN FUEL AND TYRES	TYRE REPAIR GG033	53.88
EFT20653	02/02/2017	MCLEODS	LAND ACQUISITION	2170.26
EFT20654	02/02/2017	GINGIN DISTRICT CRC	ADVERTISEMENT	1000.00
EFT20655	02/02/2017	MOORE RIVER ELECTRICAL SERVICES	REPLACE BORE (PUMP) AT DOUGLAS PARK	4851.00
EFT20656	02/02/2017	OFFICEMAX AUSTRALIA LTD	STATIONARY	87.28
EFT20657	02/02/2017	GARRY ALAN MASON	FIREBREAKS INSTALLED	1850.00
EFT20658	02/02/2017	K-MAC POWERHEADS PTY LTD	POLE MOUNT	860.04
EFT20659	02/02/2017	JOANNE TONNA GRAPHIC DESIGN	ADVERTISEMENT	150.00
EFT20660	02/02/2017	STEVE'S TRANSPORTABLES	SUPPLY TRANSPORTABLE BUILDING	19360.00
EFT20661	02/02/2017	DYNAMICS G-EX PTY LTD	PLASTIC BAGS, CABLE TIES/50 TICK BOOKS	162.80
EFT20662	02/02/2017	GINGIN FUEL AND TYRES	RYCO OIL FILTER GG096	40.50
EFT20663	02/02/2017	ANSPACH	TRUCK HIRE	15629.63
EFT20664	02/02/2017	STEWART AND HEATON CLOTHING	PPE	2909.69
EFT20665	02/02/2017	MOORE RIVER ELECTRICAL SERVICES	DRAINAGE PIT GU FORESHORE	297.00
EFT20666	02/02/2017	DIRECTIONS WORKFORCE SOLUTIONS	N MICALLEF APPRENTICE	3145.41
EFT20667	03/02/2017	MESSAGES ON HOLD AUSTRALIA	PURCHASE OF PROMO PHOTOS OF LA	500.00
EFT20668	03/02/2017	LEDGE POINT HARDWARE	COUPLING AND BUSH	6.50
EFT20669	03/02/2017	GULL GINGIN	CATERING	40.80
EFT20670	03/02/2017	FV & M SMIT TRUST ACCOUNT	ADMIN STAFF COSTS GG MEDICAL CENTRE	2276.71
EFT20671	03/02/2017	ADCORP	CORPORATE BUSINESS PLAN	7458.00
EFT20672	03/02/2017	ALANCO AUSTRALIA	CIRCUIT BREAKER	71.28
EFT20673	03/02/2017	EXTERIOR ENHANCEMENT	FIRE BREAKS	2300.00
EFT20674	03/02/2017	FRONTLINE FIRE AND RESCUE EQUIP	803SHBCA GOGGLES	203.61
EFT20675	03/02/2017	MOORE DEMO & CIVIL	PUMP OUT SEPTIC TANKS	3182.50
EFT20676	03/02/2017	GINGIN FUEL AND TYRES	DIESEL	134.74
EFT20677	03/02/2017	JE MIEL T/AS GINGIN IGA EXPRESS	DECEMBER ACCOUNT	631.31
EFT20678	03/02/2017	LANDGATE	VALUATIONS	79.90
EFT20679	03/02/2017	CENTRAL REGIONAL TAFE	O EDWARDS - TRAINING	668.40
EFT20680	03/02/2017	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC CONTROL	2021.25
EFT20681	03/02/2017	WA POLICE SERVICE	POLICE CHECKS	59.60
EFT20682	03/02/2017	GINGIN TRADING	DECEMBER ACCOUNT	2254.13
EFT20683	06/02/2017	DFES	ESL JANUARY 2017	27129.55
EFT20684	06/02/2017	LANCELIN FIRE AND RESCUE SERVICE	MID YEAR GRANT SCHEME	3000.00
EFT20685	06/02/2017	LEDGE POINT HARDWARE	HYDRACHLORIC ACID, ROPE AND SOCKET	64.10
EFT20686	06/02/2017	GULL GINGIN	CATERING	312.50
EFT20687	06/02/2017	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC CONTROLLERS	5780.78
EFT20688	06/02/2017	DIRECTIONS WORKFORCE SOLUTIONS	MENTORING K WILLILAMS	330.00
EFT20690	06/02/2017	WA FUEL SUPPLIES	DIESEL	11386.72
EFT20691	06/02/2017	JOANNE TONNA GRAPHIC DESIGN	ADVERTISEMENT	180.00
EFT20692	06/02/2017	CURNOW GROUP HIRE PTY LTD	PATCHING OF EDWARDS STREET (GU)	18150.00
EFT20693	06/02/2017	ENTERTAIN OZ PTY LTD	PERFORMANCE	975.00
EFT20694	06/02/2017	GUILDERTON COUNTRY CLUB	CATERING	1250.00
EFT20695	06/02/2017	CURNOW GROUP HIRE PTY LTD	DRAINAGE	4185.29
EFT20696	07/02/2017	WANT PLUMBING SERVICES	ABLUTION/LAUNDRY FACILITY - GU C PARK.	1111.00
EFT20697	07/02/2017	DVG WANNEROO MITSUBISHI	PARTS FOR FIT OUT FOR 5GG (EMO UTE)	215.70
EFT20698	07/02/2017	KEVREK (AUSTRALIA) PTY LTD	SINGLE SPOOL SECTION X FOR CANTERS	286.00
EFT20699	07/02/2017	LANCELIN AUTO ELECTRICS	REMOVE AND INSTALL SHIRE FIRE RADIO	305.80
EFT20700	07/02/2017	TRUCK CENTRE WA PTY LTD	SCHEDULED 237K SERVICE FOR GG002	2742.07
EFT20701	07/02/2017	TROY'S PLUMBING PTY LTD	REPLACE FAULTY GAS REGULATOR	328.90
EFT20702	07/02/2017	COVS PARTS PTY LTD	BATTERY CHARGER FOR 5GG	790.35
EFT20703	07/02/2017	NESSCO	REPLACEMENT POWER TOOLS	702.90
EFT20704	07/02/2017	ITR WESTERN AUSTRALIA	GRADER BLADES	937.20
EFT20705	07/02/2017	GINGIN FUEL AND TYRES	4 NEW DRIVES FOR GG002 (VOLVO)	3569.70
EFT20706	07/02/2017	GLOBAL SPILL CONTROL	EMERGENCY INFO MANIFEST CABINET	306.90
EFT20707	07/02/2017	AFGRI EQUIPMENT PTY LTD	PARTS FOR GG012	1206.17
EFT20708	07/02/2017	COS	STATIONERY	128.34
EFT20709	07/02/2017	CELLARBRATIONS GINGIN	REFRESHMENTS	111.98
EFT20710	07/02/2017	GULL GINGIN	CATERING	122.40

EFT20711	07/02/2017 OFFICEMAX AUSTRALIA LTD	STATIONERY	89.39
EFT20712	07/02/2017 LANCELIN GULL ROADHOUSE	FUEL	857.19
EFT20713	07/02/2017 ADCORP	SHIRE OF GINGIN TRACK MATERIAL	1122.00
EFT20714	07/02/2017 COVS PARTS PTY LTD	SCHEDULED SERVICE GG098	208.56
EFT20715	07/02/2017 N M AVEY AND E M PAUL	MANAGEMENT FEES FOR LA CARAVAN PARK	11666.00
EFT20716	07/02/2017 MIDLAND TOYOTA	PARTS FOR SEASONED SERVICE FOR GG072	303.80
EFT20717	07/02/2017 COS	LIGHT YELLOW PAPER- LEE-ANNE	297.49
EFT20718	07/02/2017 HERSEY JR & A	SPANNERS, HOSE TAILS, CUT OFF DISCS	1607.81
EFT20719	07/02/2017 ENZED PERTH	PARTS FOR GG016 (LOADER)	1132.60
EFT20720	07/02/2017 WHEELS & KEELS AUTO ELECTRICAL	DUAL BATTERY SYSTEM	2143.28
EFT20721	07/02/2017 COVS PARTS PTY LTD	REFLECTIVE TAPE FOR VEHICLE SAFETY	636.39
EFT20722	07/02/2017 VICTORY PRESS PRINTING COMPANY	BIBS FOR LANCELIN TRIATHLON	262.90
EFT20723	07/02/2017 ADVANCE OFFICE SOLUTIONS	POSTBASE INK CARTRIDGES- POST MACHINE	660.00
EFT20724	07/02/2017 GINGIN FUEL AND TYRES	TYRES FOR GG014	582.98
EFT20725	08/02/2017 ACCOUNT PROCESSING BOC PTY LTD	BOTTLE HIRE	363.79
EFT20726	08/02/2017 COO-EE COURIERS	FREIGHT	1287.64
EFT20727	08/02/2017 MCLEODS	DEVELOP APP IN BUSHFIRE PRONE AREAS	969.19
EFT20728	08/02/2017 HERSEY JR & A	PPE	2148.76
EFT20729	08/02/2017 LANCELIN GULL ROADHOUSE	NOVEMBER ACCOUNT	587.44
EFT20730	08/02/2017 ADCORP	CORPORATE BUSINESS PLAN 2016-2020	604.56
EFT20731	08/02/2017 REDBACK ELECTRICAL SERVICES	CONNECT GENERATOR	528.00
EFT20732	08/02/2017 SCAVENGER FIRE AND SAFETY	FAIR AIR MASKS	853.60
EFT20733	08/02/2017 ITR WESTERN AUSTRALIA	BOLT PLOW, NUT GG016	68.11
EFT20734	08/02/2017 COURIER AUSTRALIA	FREIGHT	54.53
EFT20735	08/02/2017 GINGIN FUEL AND TYRES	DIESEL GG01	23.95
EFT20736	09/02/2017 GINGIN PANEL AND PAINT	INSURANCE EXCESS	500.00
EFT20737	09/02/2017 RSPCA WA (INC.)	PAYROLL DEDUCTIONS	10.00
EFT20738	09/02/2017 LGRCEU (WA DIVISION)	PAYROLL DEDUCTIONS	61.50
EFT20739	09/02/2017 HIF	PAYROLL DEDUCTIONS	141.85
EFT20740	09/02/2017 SOCIAL CLUB TRUST SHIRE OF GINGIN	PAYROLL DEDUCTIONS	1169.00
EFT20742	10/02/2017 SKYLIGHTS WA	SKYLIGHTS	1891.63
EFT20743	10/02/2017 AUSTRALIAN TAXATION OFFICE	JANUARY BAS 2017	56893.00
EFT20744	14/02/2017 HITACHI CONSTRUCTION MACHINERY	PURCHASE NEW JOHN DEERE 670G GRADER	217250.00
EFT20745	14/02/2017 PAYWISE	VEHICLE LEASE PAY ENDING 7/2/2017	1409.01
EFT20746	16/02/2017 COMMUNITY NEWSPAPER GROUP	ADVERTISING	1126.58
EFT20747	16/02/2017 WRIGHT EXPRESS	JANUARY FUEL ACCOUNT	2381.67
EFT20748	16/02/2017 ABCO PRODUCTS	CLEANING PRODUCTS	211.53
EFT20749	16/02/2017 HELEN MARIE SAMPSON	WASTE MANAGEMENT	2411.65
EFT20750	16/02/2017 AVON WASTE	WASTE COLLECTION	33293.94
EFT20751	16/02/2017 KOOKABURRA BINS	RECYCLING	440.00
EFT20752	16/02/2017 MOORE RIVER SKIP BINS	RECYCLING	1100.00
EFT20753	16/02/2017 DOWN TO EARTH TRAINING	TRAFFIC TRAINING	5168.50
EFT20754	16/02/2017 RYLAN PTY LTD	RE KERBING	5649.60
EFT20755	16/02/2017 ASHLEYS ELECTRICAL SERVICES	AUSTRALIA DAY REPAIRS	247.50
EFT20756	16/02/2017 WA POLICE SERVICE	POLICE CLEARANCE X 5	74.50
EFT20757	16/02/2017 TRUCK CENTRE WA PTY LTD	SERVICE	2742.07
EFT20758	16/02/2017 ASHLEY ROBB	TRAVEL EXPENSES	694.86
EFT20759	16/02/2017 GFAB	CUSTOM LOCKABLE TOOL/STORAGE BOX	682.00
EFT20760	16/02/2017 BIG WHEELS	PARTS FOR REPAIRS ON GG060	2698.30
EFT20761	16/02/2017 COURIER AUSTRALIA	FREIGHT	110.59
EFT20762	16/02/2017 GINGIN FUEL AND TYRES	TYRES	1454.00
EFT20763	16/02/2017 LA TRADE AND RURAL SUPPLIES	MAINTENANCE ITEMS	407.45
EFT20764	16/02/2017 MIDLAND TOYOTA	BELT ASSY FRONT SEAT OF GG081	286.07
EFT20765	16/02/2017 GLENISE ANN RUSH	CLEANING	260.00
EFT20766	16/02/2017 MARKETFORCE PRODUCTIONS	ADVERTISING	1321.08
EFT20767	16/02/2017 RON FULLER'S AIR	SERVICE, INSPECT/REPORT ON TEC 4 HOIST	823.90
EFT20768	16/02/2017 COASTLINE CLEANING SERVICES	CLEANING	7092.00
EFT20769	16/02/2017 CHITTERLING SEPTIC SERVICE	PUMP SEPTIC WASTE	80.00
EFT20770	16/02/2017 KEVIN VINE	PUBLIC CONVIENIENC CLEANING	11393.73
EFT20771	16/02/2017 M.R. MULCHING	MULCHING	2200.00
EFT20772	16/02/2017 GINGIN ELECTRICAL PTY LTD	INSTALL TWO CIRCUITS FOR AIR-CON UNIT	979.00
EFT20773	16/02/2017 GINGIN FUEL AND TYRES	TYRES	1383.00
EFT20774	16/02/2017 GINGIN PANEL AND PAINT	EXCESS	1100.00
EFT20775	16/02/2017 GINGIN DISTRICT CRC	TRAFFIC MANAGEMENT TRAINING	985.30
EFT20776	16/02/2017 MARKETFORCE PRODUCTIONS	ADVERTISING	706.44
EFT20777	16/02/2017 GULL GINGIN	CATERING	928.00
EFT20778	16/02/2017 WATERLOGIC AUSTRALIA PTY LTD	FILTRATION SYSTEM	130.90
EFT20779	16/02/2017 DUDLEY CHEMICALS PTY LTD	CLEANING PRODUCTS AND TOILET PAPER	6090.42
EFT20780	16/02/2017 ADVANCED TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT	1899.98
EFT20781	16/02/2017 LANCELIN GULL ROADHOUSE	FUEL	730.02
EFT20782	16/02/2017 ROAD SIGNS AUSTRALIA	SIGNS	814.00
EFT20783	16/02/2017 TX AUSTRALIA PTY LTD	ANNUAL CONTRACT FOR FM RADIO STATIONS	3235.50
EFT20784	16/02/2017 MOORE STEPHENS	ROADS TO RECOVERY ANNUAL RETURN	1100.00
EFT20785	16/02/2017 GINGIN FUEL AND TYRES	FUEL	269.38
EFT20786	16/02/2017 GINGIN PANEL AND PAINT	PICK UP ABANDONED VEHICLE	459.80

EFT20787	16/02/2017	LANCELIN SANDS	PUMP OUT SEPTIC TANK	900.00
EFT20788	22/02/2017	OSBORNE PARK SITECH (WA)	RECALIBRATE LOADRITE WEIGHING SYSTEMS	9553.23
EFT20789	22/02/2017	COO-EE COURIERS	FREIGHT	1012.22
EFT20790	22/02/2017	REDFIELD PARK CONTRACTING	INSTALLING FIREBREAKS	1375.00
EFT20791	22/02/2017	ENZED PERTH	PARTS FOR SERVICE FOR GG03	300.40
EFT20792	22/02/2017	GRO-TURF PTY LTD	MOWING	33669.34
EFT20793	22/02/2017	MEAGAN LEE CASSIDY	REFUND	50.00
EFT20794	22/02/2017	GG GARDEN AND PROPERTY SERVICE	INSTALLING FIREBREAKS	650.00
EFT20795	22/02/2017	COVS PARTS PTY LTD	12V SOLAR PANEL CHARGER FOR GG008	132.00
EFT20796	22/02/2017	BIG WHEELS	SAFETY CHECK, WHEEL ALIGNMENT/ GG088	1169.30
EFT20797	22/02/2017	TURU	ADVERTISING	440.00
EFT20798	22/02/2017	ATOM SUPPLY	SUPPLY OF ONE FLAMMABLE LIQUID	1870.00
EFT20799	22/02/2017	MARTIN'S TRAILER PARTS	JOCKEY WHEEL AND SWIVLE	133.41
EFT20800	22/02/2017	ITR WESTERN AUSTRALIA	GRADER BLADES	156.20
EFT20801	22/02/2017	MIDLAND TROPHIES	ENGRAVING /TROPHY WINNERS 2016 GOLF DAY	45.00
EFT20802	22/02/2017	ADS AUTOMATION PTY LTD	PURCHASE AND INSTALL BOOM GATE	14025.00
EFT20803	22/02/2017	GULL GINGIN	CATERING	122.40
EFT20804	22/02/2017	COUNTRYWIDE PUBLICATIONS	ADVERTISING	400.00
EFT20805	22/02/2017	ADFORM ENGRAVING & SIGNS	NAME BADGES - NEW STAFF X 3	66.00
EFT20806	22/02/2017	RAVI CONCRETE CONTRACTORS	INSTALL CONCRETE OCEAN FARM FIRE SHED	3940.00
EFT20807	22/02/2017	MARTIN'S TRAILER PARTS	GG008 REPAIR	103.06
EFT20808	22/02/2017	GINGIN PREMIUM MEATS	CATERING	270.00
EFT20809	22/02/2017	H&H DEVELOP ENTERPRISES PTY LTD	FEASIBILITY STUDY /GG ECOLIFESTYLE VILLAGE	8534.50
EFT20810	22/02/2017	AHG TRADE PARTS CENTRE	PARTS FOR GG009	302.05
EFT20811	22/02/2017	ITR WESTERN AUSTRALIA	GG016 MAINTENANCE	68.11
EFT20812	22/02/2017	EVO COAST	ATTEND CONCEPT FORUM	396.00
EFT20813	22/02/2017	LA COMMUNITY AND SPORTING CLUB	BUS HIRE- LANCELIN	189.50
EFT20815	23/02/2017	KLEENHEAT GAS PTY LTD	GAS REFILLS AND RENTAL	6413.39
EFT20816	23/02/2017	WANT PLUMBING SERVICES	CONNECT CAMP KITCHEN	5389.00
EFT20817	23/02/2017	GINGIN FLORIST	FLORAL ARRANGEMENTS	80.00
EFT20818	23/02/2017	MICHAEL HAROLD LIDDELOW	GRAVE PREPARATION	715.00
EFT20819	23/02/2017	GULL GINGIN	CATERING	40.80
EFT20820	23/02/2017	SORENSEN SHORT AND ASSOCIATES	MONITORING SEABIRD SEAWALL	1826.00
EFT20821	23/02/2017	OFFICEMAX AUSTRALIA LTD	STATIONARY	1223.34
EFT20822	23/02/2017	COMMERCIAL LOCKSMITHS	SUPPLY ADDITIONAL EKA KEYS	984.39
EFT20823	23/02/2017	DATA#3	CENTRAL ENDPOINT INTERCEPT X	5040.64
EFT20824	23/02/2017	MOORE STEPHENS	WALGA TAX FBT WORKSHOP 2017	660.00
EFT20825	23/02/2017	SIGN-A-RAMA	SIGNAGE	1199.55
EFT20826	23/02/2017	HANS JOACHIM WEGNER	REFUND OF SMALL ANIMAL TRAP HIRE	50.00
EFT20827	23/02/2017	TOLL IPEC PTY LTD	FREIGHT - AQUATIC CENTRE	21.71
EFT20828	23/02/2017	GR THOMSON TRUCK HIRE	TRUCK HIRE	6322.25
EFT20829	23/02/2017	WALGA	BUSHFIRE PLANNING & BIODIVERSITY	88.00
EFT20830	23/02/2017	LANCELIN IGA XPRESS	JANUARY 2017 ACCOUNT	66.10
EFT20831	23/02/2017	LEDGE'S KANGA AND SKIP BIN HIRE	SKIP BIN SERVICE FOR 7 AND 30 JANUARY.	990.00
EFT20832	23/02/2017	NORTHERN VALLEY NEWS	ADVERTISING	800.00
EFT20833	23/02/2017	GINGIN FUEL AND TYRES	TYRE REPAIR	38.80
EFT20834	23/02/2017	GINGIN PANEL AND PAINT	GG070 INSURANCE CLAIM EXCESS	550.00
EFT20835	23/02/2017	IT VISION AUSTRALIA PTY LTD	MONTHLY HOSTING FEE FOR CPM	220.00
EFT20836	23/02/2017	JE MIEL T/AS GINGIN IGA EXPRESS	JANUARY 2017 ACCOUNT	393.71
EFT20837	23/02/2017	RSPCA WA (INC.)	PAYROLL DEDUCTIONS	10.00
EFT20838	23/02/2017	LGRCEU (WA DIVISION)	PAYROLL DEDUCTIONS	61.50
EFT20839	23/02/2017	HIF	PAYROLL DEDUCTIONS	141.85
EFT20840	23/02/2017	SOCIAL CLUB TRUST SHIRE OF GINGIN	PAYROLL DEDUCTIONS	1119.00
EFT20841	23/02/2017	PAYWISE	VEHICLE LEASE	1409.01
EFT20842	23/02/2017	PROJECT3	LANCELIN PARTY IN THE PARK - FENCING	851.40
EFT20843	23/02/2017	COATES HIRE	VARIABLE MESSAGE DISPLAY BOARD	1562.99
EFT20844	24/02/2017	GINGIN FUEL AND TYRES	DIESEL	13704.00
EFT20845	27/02/2017	MIDLAND TROPHIES	LANCELIN TRIATHLON - MEDALLIONS 1ST	892.50
EFT20846	27/02/2017	CITY OF WANNEROO	COMPLIANCE - SHADE SAIL AT GG POOL	385.00
EFT20847	27/02/2017	ASHLEYS ELECTRICAL SERVICES	REPLACE 2 X GPO'S AND SIGHT OUTLETS	200.20
EFT20848	27/02/2017	ADFORM ENGRAVING & SIGNS	NAME BADGES X5	110.00
EFT20849	27/02/2017	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC CONTROL	3759.53
EFT20850	27/02/2017	GFAB	FABRICATE GRATE FOR DRAINAGE OUTLET	275.00
EFT20851	27/02/2017	TROY'S PLUMBING PTY LTD	PLUMBING REPAIRS	127.60
EFT20852	27/02/2017	LEARNING HORIZONS	STRATEGIC COMMUNITY PLAN MAJOR REVIEW	3300.00
EFT20853	27/02/2017	DEPT OF ENVIRONMENT REGULATION	SEABIRD LANDFILL RENEWAL	1693.16
EFT20854	27/02/2017	REGENTS ISUZU UTE OSBORNE PARK	PURCHASE ISUZU D-MAX 4X4 GG033	44686.74
EFT20855	27/02/2017	FV & M SMIT TRUST ACCOUNT	DOCTOR'S SUPPORT	7118.61
EFT20856	27/02/2017	STEWART AND HEATON CLOTHING	PPE	296.87
EFT20857	27/02/2017	MCLEODS	LEGAL ADVICE - ESTHER INVESTMENT LEASE	5533.00
EFT20858	27/02/2017	DVG WANNEROO MITSUBISHI	SERVICE	428.44
EFT20859	27/02/2017	VERENA (FRAN) HAENNI	REIMBURSEMENT FOR MEDICAL	32.95
EFT20860	27/02/2017	TRUCK CENTRE WA PTY LTD	POSITION LAMP FOR GG003	109.76
EFT20861	27/02/2017	GFAB	FABRICATE NEW STEEL LID FOR GG003 - GRADE	1595.00
EFT20862	27/02/2017	ALANCO AUSTRALIA	GPI AND ELECTRIC BRAKE CONTROL REMOTE	408.13

EFT20863	27/02/2017	NATIONWIDE SIGNS	SIGNS	895.40
EFT20864	27/02/2017	TRUE BLUE POOL SERVICES PTY LTD	CHEMIGEN SERVICE/PARTS	550.00
EFT20865	27/02/2017	MARTIN'S TRAILER PARTS	HUB REPAIR	88.00
EFT20866	27/02/2017	GINGIN FUEL AND TYRES	TYRES	1648.00
EFT20867	28/02/2017	ASHLEYS ELECTRICAL SERVICES	PARTY IN THE PARK	998.66
EFT20868	28/02/2017	SIGMA CHEMICALS	CHEMICALS	168.25
EFT20869	28/02/2017	GINGIN TREELOPPING	REMOVE TREE	1100.00
EFT20870	28/02/2017	NORTHERN VALLEY NEWS	ADVERTISING	540.00
EFT20871	28/02/2017	CORPORATE LIVING	COUNTER	12242.33
EFT20872	28/02/2017	GUARDALL SECURITY PTY LTD	ATTEND SITE AND RESET SAFE LOCK	148.50
EFT20873	28/02/2017	GINGIN TRADING	MAINTENANCE ITEMS	1839.70
EFT20874	28/02/2017	MODERN TEACHING AIDS PTY LTD	RED ROBIN PLAYGROUP PURCHASES	1653.75
EFT20875	28/02/2017	TONY PISCONERI	WASTE MANAGEMENT	15180.00
EFT20876	28/02/2017	WALGA	PREPARING AGENDAS/MINUTES IN LOCAL GOV	567.00
EFT20877	28/02/2017	HELEN MARIE SAMPSON	WASTE MANAGEMENT	2411.65
EFT20878	28/02/2017	ADVANCED TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT	5845.95
EFT20879	28/02/2017	DEPT OF PARKS AND WILDLIFE	ANNUAL LEASE FOR THE NILGEN TV RETRANS	1389.30
EFT20880	28/02/2017	AMPAC DEBT RECOVERY WA PTY LTD	DEBT RECOVERY	3750.78
EFT20881	28/02/2017	IP CAMERAS AUSTRALIA	CCTV CAMERAS - LANCELIN	3421.00
EFT20882	28/02/2017	TONER PLUS	TONERS	202.50
EFT20883	28/02/2017	SHIELDS POWER CLEAN	CLEANING	300.00
EFT20884	28/02/2017	BRIE HEALY	YOGA 7-14 JANUARY 2017	880.00
EFT20885	28/02/2017	AUSTRALIA POST	POSTAGE	487.50

EFT TOTAL **1,148,290.86**

CHEQUES

115135	22/02/2017	KERRY HUGHES	REFUND CANCELATION GU CARAVAN PARK	115.00
115136	22/02/2017	WATER CORPORATION	WATER ACC LANCELIN SOUTH C/PARK	33324.54
115137	23/02/2017	SHIRE OF GINGIN	PAY ENDING 21/2/2017	2235.00
115139	27/02/2017	PETTY CASH SHIRE OF GINGIN	PETTY CASH FLOAT REIMBURSEMENT	680.49
115140	28/02/2017	DR MARIETTE SMIT	JARRAD DAVIES HEP B	59.10
115141	28/02/2017	SYNERGY	LA SOUTH CARAVAN PARK	4826.15
115142	28/02/2017	PETTY CASH SHIRE OF GINGIN	REIMBURSEMENT FOR KEY BONDS	500.00
115126	3/02/2017	BRENDAN CHARLES MCSHERRY	RATES REFUND FOR ASSESSMENT A1127	189.50

CHEQUES TOTAL **41,929.78**

DIRECT DEBIT

DD20629.1	07/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	18662.16
DD20629.2	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	161.70
DD20629.3	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	69.84
DD20629.4	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	83.69
DD20629.5	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	228.86
DD20629.6	07/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	337.74
DD20629.7	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	198.76
DD20629.8	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	104.61
DD20629.9	07/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	696.54
DD20676.1	21/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	19214.53
DD20676.2	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	161.70
DD20676.3	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	69.84
DD20676.4	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	154.30
DD20676.5	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	228.86
DD20676.6	21/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	472.84
DD20676.7	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	198.76
DD20676.8	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	125.53
DD20676.9	21/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	696.54
DD20709.1	01/02/2017	WATER CORPORATION	57 LEFROY ST	415.83
DD20711.1	01/02/2017	WATER CORPORATION	3 FEWSTER STREET	241.70
DD20713.1	01/02/2017	WATER CORPORATION	37 LEFROY STREET	209.45
DD20715.1	01/02/2017	WATER CORPORATION	4 FEWSTER STREET	172.99
DD20717.1	03/02/2017	WESTERN AUSTRALIAN TREASURY COR	LOAN 126	8779.98
DD20719.1	06/02/2017	WATER CORPORATION	11 EDWARDS STREET	561.90
DD20721.1	06/02/2017	TELSTRA	GU CARAVAN PARK	361.87
DD20723.1	07/02/2017	WATER CORPORATION	GG FIRE SHED	15.79
DD20725.1	07/02/2017	TELSTRA	OFFICE PHONES	2526.16
DD20727.1	07/02/2017	SYNERGY	WANGAREE PARK	585.15
DD20729.1	08/02/2017	WATER CORPORATION	SHED AT WOODRIDGE	9.02
DD20731.1	08/02/2017	WATER CORPORATION	KING DRIVE STANDPIPE	29.33
DD20733.1	08/02/2017	WATER CORPORATION	WOODRIDGE HALL	715.15
DD20736.1	10/02/2017	PERTH ENERGY PTY LTD	ACCOUNT	14100.38
DD20738.1	10/02/2017	TELSTRA	TIM PLATFORM	626.34
DD20740.1	10/02/2017	TELSTRA	MOBILES	1369.59
DD20742.1	10/02/2017	WATER CORPORATION	GU CARAVAN PARK	8432.93
DD20744.1	10/02/2017	WATER CORPORATION	GU SHOP	773.07

DD20746.1	10/02/2017	WATER CORPORATION	GU FORESHORE	762.53
DD20748.1	10/02/2017	WATER CORPORATION	SB PARK	347.42
DD20750.1	10/02/2017	WATER CORPORATION	SB EDWARDS STREET	169.03
DD20752.1	10/02/2017	WATER CORPORATION	GU HALL	67.51
DD20754.1	10/02/2017	WATER CORPORATION	RESERVE 26561	18.05
DD20756.1	13/02/2017	WATER CORPORATION	UNIT 10 CRAY STREET	242.91
DD20758.1	13/02/2017	WATER CORPORATION	UNIT 3 CRAY STREET	236.56
DD20760.1	13/02/2017	WATER CORPORATION	UNIT 4 CRAY STREET	235.77
DD20762.1	13/02/2017	WATER CORPORATION	UNIT 7 CRAY STREET	227.05
DD20764.1	13/02/2017	WATER CORPORATION	UNIT 5 CRAY STREET	227.05
DD20766.1	13/02/2017	WATER CORPORATION	UNIT 1 CRAY STREET	223.09
DD20768.1	13/02/2017	WATER CORPORATION	UNIT 8 CRAY STREET	223.08
DD20770.1	13/02/2017	WATER CORPORATION	UNIT 11 CRAY STREET	219.12
DD20772.1	13/02/2017	WATER CORPORATION	UNIT 9 CRAY STREET	215.95
DD20774.1	13/02/2017	WATER CORPORATION	UNIT 6 CRAY STREET	213.57
DD20776.1	13/02/2017	WATER CORPORATION	UNIT 2 CRAY STREET	212.78
DD20778.1	13/02/2017	WATER CORPORATION	STANDPIPE	83.47
DD20780.1	13/02/2017	WATER CORPORATION	DE BURGH ST ABLUTION	65.42
DD20782.1	13/02/2017	WATER CORPORATION	2 CRAY STREET	47.58
DD20785.1	13/02/2017	WATER CORPORATION	LP STANDPIPE	47.20
DD20787.1	15/02/2017	WA TREASURY CORPORATION	LOAN 111	23380.02
DD20789.1	15/02/2017	WATER CORPORATION	HOPKINS STREET	315.07
DD20791.1	15/02/2017	WATER CORPORATION	HOPKINS ST TOILETS	311.33
DD20793.1	15/02/2017	WATER CORPORATION	131 GG ROAD LANCELIN	160.18
DD20795.1	15/02/2017	SYNERGY	CHALON AVE SB	1151.30
DD20797.1	15/02/2017	SYNERGY	LOT 47 CHALON AVE	357.15
DD20799.1	15/02/2017	SYNERGY	SB FIRE SHED	153.35
DD20801.1	15/02/2017	SYNERGY	LOT 77 SB	29.50
DD20803.1	14/02/2017	WATER CORPORATION	GG RD LA PARK	733.45
DD20805.1	14/02/2017	SYNERGY	STREET LIGHTING	10984.00
DD20807.1	14/02/2017	SYNERGY	STANDPIPE RF PARK	853.05
DD20809.1	14/02/2017	SYNERGY	SOV HILL DRIVE	121.35
DD20811.1	14/02/2017	SYNERGY	WD HALL	0.85
DD20813.1	14/02/2017	SYNERGY	SOV HILL DRIVE	94.40
DD20815.1	16/02/2017	SYNERGY	STANDPIPE GG	589.35
DD20817.1	16/02/2017	SYNERGY	GU FORESHORE	82.55
DD20819.1	16/02/2017	SYNERGY	WD HALL	2544.55
DD20821.1	16/02/2017	SYNERGY	GU C PARK RESIDENCE	315.15
DD20823.1	21/02/2017	WATER CORPORATION	LA DEPOT	15.79
DD20825.1	21/02/2017	SYNERGY	KING DRIVE WOODRIDGE	173.65
DD20827.1	17/02/2017	SYNERGY	GABBADAH PARK	378.20
DD20829.1	17/02/2017	SYNERGY	FIRE SHED GU	181.05
DD20831.1	17/02/2017	SYNERGY	BROCKMAN STREET GU	326.55
DD20836.1	17/02/2017	WATER CORPORATION	ATKINSON WAY PARK	589.10
DD20838.1	17/02/2017	WATER CORPORATION	FOUNTAIN CUNCLIFFE STREET	6.67
DD20840.1	17/02/2017	WATER CORPORATION	LA HALL	152.50
DD20842.1	22/02/2017	WATER CORPORATION	FOUNTAIN MCCORMICK STREET	178.05
DD20844.1	22/02/2017	WATER CORPORATION	HEFFRON WAY GABBADAH	492.71
DD20846.1	23/02/2017	WATER CORPORATION	SEAVIEW DRIVE KARAKIN	6.77
DD20848.1	23/02/2017	WATER CORPORATION	OF FIRE SHED	460.22
DD20850.1	23/02/2017	WATER CORPORATION	OF STANDPIPE	38.18
DD20852.1	23/02/2017	TELSTRA	MOBILE ACCOUNTS	495.43
DD20854.1	23/02/2017	TELSTRA	LPVBFB	25.95
DD20856.1	27/02/2017	TELSTRA	SEABIRD FB AND DOCTOR	77.81
DD20858.1	27/02/2017	SYNERGY	OCEAN FARM HALL	481.60
DD20860.1	28/02/2017	SYNERGY	STREET LIGHTING	11368.10
DD20629.10	07/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	1140.54
DD20629.11	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	206.87
DD20629.12	07/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	3676.62
DD20629.13	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	206.87
DD20629.14	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	319.79
DD20629.15	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	531.83
DD20629.16	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	575.55
DD20629.17	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	1256.84
DD20629.18	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	288.80
DD20629.19	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	253.87
DD20629.20	07/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	113.10
DD20676.10	21/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	1140.54
DD20676.11	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	206.87
DD20676.12	21/02/2017	CLICK SUPER	PAYROLL DEDUCTIONS	3220.11
DD20676.13	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	206.87
DD20676.14	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	496.21
DD20676.15	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	531.83
DD20676.16	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	575.55
DD20676.17	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	1256.84

DD20676.18	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	288.80
DD20676.19	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	253.87
DD20676.20	21/02/2017	CLICK SUPER	SUPERANNUATION CONTRIBUTIONS	113.10

DIRECT DEPOSIT 160,364.77

TOTAL MUNICIPAL 1,350,585.41

TRUST

BANK STATEMENT TOTALS

STATEMENT DEBITS	BANK FEES AND CHARGES	2,004.40
PAYS	WAGES AND SALARIES	257,232.64
ELECTRONIC PAYMENTS	POLICE LICENCING	90908.15
	LA OFFICE RENT	643.38
	GG DOCTORS RESIDENCE	1,600.00
	FLEXIRENT	212.14
	LA DOCTORS RESIDENCE	1,600.00
	LA DOCTORS VEHICLE	623.52

354,824.23

TOTAL EXPENDITURE

1,705,409.64

CREDIT CARD BREAK-UP

JANUARY

BANK CHARGES	MONTHLY CARD FEE X 6,	24.00
REFRESHMENTS/RECEPTIONS	O/SIDE CREW TOOLBOX MTG	120.00
TRAINING/CONFERENCE	FINANCE PROF CONFER (EMCCS/CFS),	3,185.03
	LICENCING - K-A OBRIEN	
IT SUPPORT	EXCLAIMER SUPPORT, KEYBOARD (GOV), DATA	373.95
	IPAD EMO	
LANCELIN DEPOT	FRIDGE	618.00
STATIONERY	CEO OFFICE, TRACK PROGRAM	473.31
MEMBERSHIPS	LEADERSHIP WA (CEO), IPWEA (EMO)	428.50
EVENTS	AUSTRALIA DAY MERCHANDISE	161.60
GUILDERTON FORESHORE	JETTY LICENCE	87.00
CAR HIRE	FUEL - P POSTMA, LA CPARK X 2MTHS	2,891.63
GINGIN SHIRE OFFICE	2 X AIR HUMIDIFIERS	79.90
FIRE BRIGADES	WATER	211.00
SHIRE VEHICLES	REGO GG063, GG001 PLATE, GG003 BEARINGS	925.95

9,579.87

AT THE TIME OF PRINTING THE
AGENDA THERE WERE NO CREDITORS
OUTSTANDING

CHIEF EXECUTIVE OFFICER

PRESIDENT

11.3. REGULATORY SERVICES

11.3.1 REPEAL OF DESIGNATED DOG PROHIBITED AREAS - LANCELIN BEACH PT RESERVE 32037

LOCATION: LANCELIN BEACH RESERVE 32037 LANCELIN BEACH
FILE: LAW/16
REPORTING OFFICER: SEBASTIAN CAMILLO - EXECUTIVE MANAGER REGULATORY SERVICES
REPORT DATE: 21 MARCH 2017
REFER: 15 JULY 2014 ITEM 11.3.1
19 JULY 2016 ITEM 11.3.1

OFFICER INTEREST DECLARATION

Nil

PROPOSAL

To consider abolishing the Dog Prohibited Area which currently applies to that part of Reserve No 32037 which is adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street, Lancelin, accordance with Section 31 of the *Dog Act 1976*.

BACKGROUND

Amendments made to the *Dog Act 1976* (the Act) in 2013 removed a local government's ability to make local laws in respect of 'Designated Dog Exercise' and 'Dog Prohibited' areas and instead gave local governments the ability to determine such areas by an Absolute Majority decision of Council.

Council considered the amendments to the *Dog Act 1976* and the implications to the Shire of Gingin at its meeting on 15 July 2014 and resolved, amongst other things, to establish a Lancelin Dog Prohibited Area consisting of *that part of Beach Reserve No Pt. 32037 which is adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street – the prohibition in this area to apply only between the hours of 0800 and 1800; and that part of Reserve No. 24022 which forms Harold Park.*

Council undertook a review of Dog Exercise Areas and Dog Prohibited Areas within the Shire of Gingin at its meeting on 19 July 2016, and resolved to:

1. *Remove Locations 265, 326 and Lot 66 Weld Street, Gingin from the Gingin Dog Prohibited Area.*
2. *Declare Locations 265 and 326 and Lot 66 Weld Street, Gingin to be an (On Lead Only) Dog Exercise Area.*

3. *Amend the southern boundary of the dog exercise area at Guilderton Beach Reserve (Pt. 31353) to align with a line drawn west of the intersection of Gordon and Hanson Streets.*
4. *Amend the Seabird Dog Prohibited Area by removing reference to the section of beach adjacent to the Seabird Caravan Park.*
5. *Amend the southern boundary of the Ledge Point Beach 'Dog Prohibited Area' to align with a line drawn west from the De Burgh Street beach access road.*
6. *Amend the Lancelin Dog Prohibited Area by removing the time limitation between the hours of 0800 and 1800 hours that currently applies to the section of beach adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street.*

A map showing the location of the section of Reserve 32037 in question is provided as **Appendix 1**.

COMMENT

Council will recall that the issue of Dog Exercise Areas and Dog Prohibited Areas was discussed at Concept Forum level in June 2016, prior to being formally considered at the July Council meeting. During these discussions, it was suggested that the prohibition applying to the Lancelin Beach between the hours of 0800 and 1800 be removed. This would change the status of the beach from a Dog Prohibited Area to an area where dogs were permitted provided they were on a leash.

Unfortunately, it has subsequently been realised that the wording of Part 6 of Council's resolution of 19 July 2016 inadvertently resulted in the section of beach becoming an area where dogs were prohibited 24 hours a day, which is not the original intent.

It is therefore proposed that Council repeal the Dog Prohibited Area currently established over the subject land and declare it to be an 'On Lead Only' Dog Exercise Area.

The Dog Prohibited Area established over that part of Reserve No. 24022 which forms Harold Park will remain in place.

In the event that Council supports Administration's recommendation, then on site signage will be amended as required.

STATUTORY ENVIRONMENT

Dog Act 1976

Part V1 – Control of Dogs

Division 1 – Dogs Generally

Section 31 – Control of Dogs in Certain Places

Dog Regulations 2013

Regulation 37 – Transitional regulation: provisions of certain local laws have no effect after 31 July 2014

Shire of Gingin Dogs Local Law 2004

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015 – 2025

<i>Focus Area</i>	<i>Leadership and Governance</i>
<i>Objective</i>	<i>5. To demonstrate effective leadership and governance</i>
<i>Outcome</i>	<i>5.2 Accountable and responsible governance</i>
<i>Strategy</i>	<i>5.2.2 Develop policy and strategy which supports sound decision making</i>

VOTING REQUIREMENTS – ABSOLUTE MAJORITY

RECOMMENDATION

It is recommended that Council:

1. Amend the Lancelin Dog Prohibited Area by deleting reference to that part of Reserve No. 32037 which is adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street, Lancelin;
2. Declare that part of Reserve No. 32037 which is adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street, Lancelin, as depicted in Appendix 1, to be a 'On Lead Only' Dog Exercise Area; and
3. Amend relevant signage and maps accordingly.

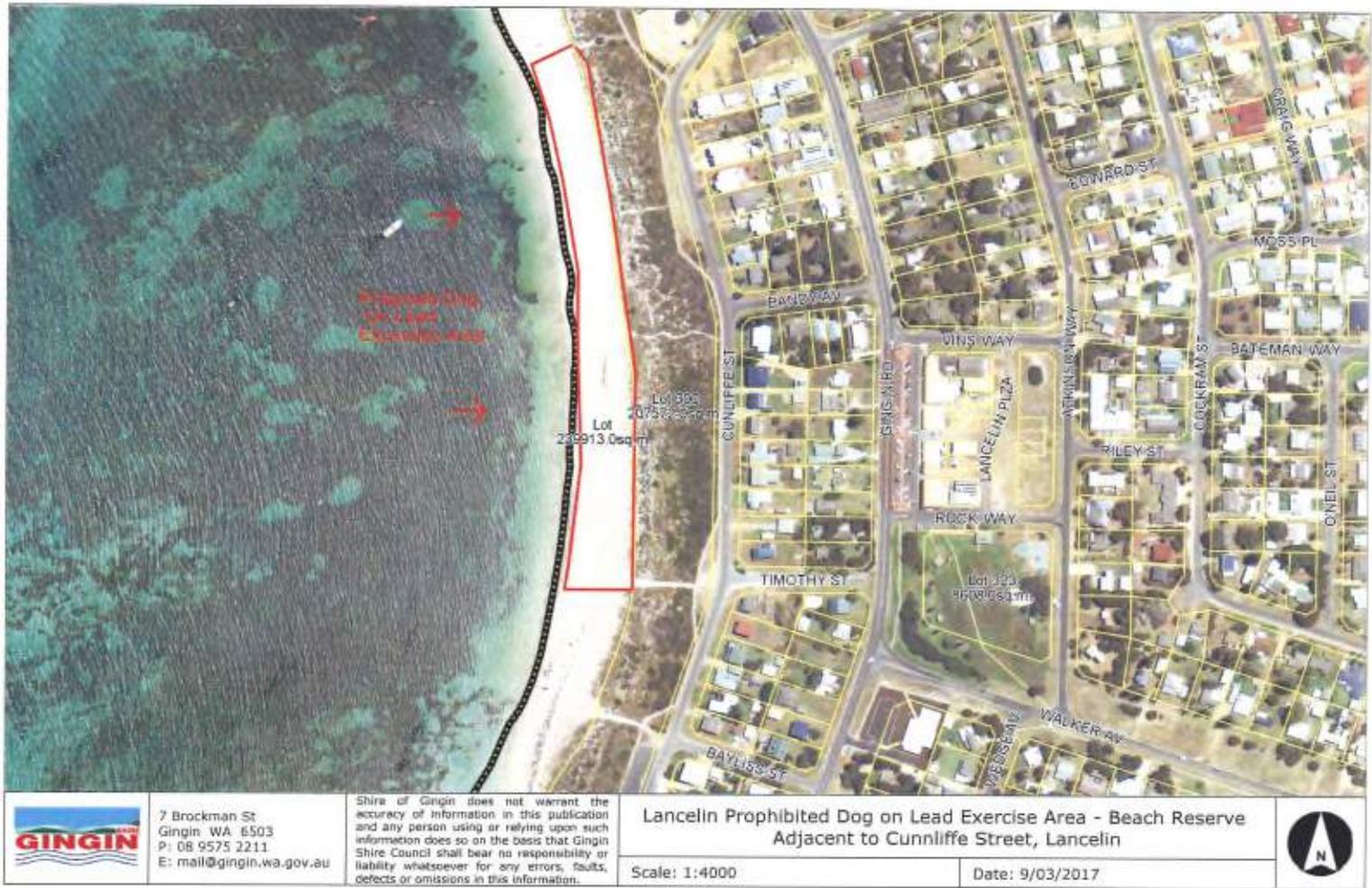
RESOLUTION

Moved Councillor Ammon, seconded Councillor Peczka that Council:

- 1. Amend the Lancelin Dog Prohibited Area by deleting reference to that part of Reserve No. 32037 which is adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street, Lancelin;**
- 2. Declare that part of Reserve No. 32037 which is adjacent to Cunliffe Street and bounded by a line drawn generally west from the southern boundary of Lot 11 Cunliffe Street and a southern boundary on a line extending generally west of Timothy Street, Lancelin, as depicted in Appendix 1, to be a 'On Lead Only' Dog Exercise Area; and**
- 3. Amend relevant signage and maps accordingly.**

**CARRIED BY ABSOLUTE
9-0**

APPENDIX 1



11.3.2 UNBUDGETED EXPENDITURE - REPLACEMENT AIRCONDITIONER AT TELEVISION RE-TRANSMISSION HUT ON LOT 9994 NILGEN ROAD, NILGEN

LOCATION: LOT 9994 NILGEN ROAD, NILGEN
FILE: A6099
REPORTING OFFICER: SEBASTIAN CAMILLO - EXECUTIVE MANAGER
REGULATORY SERVICES
REPORT DATE: 21 MARCH 2017
REFER: NIL

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider approval of unbudgeted expenditure of \$2,500 to replace a faulty air conditioner in the television re-transmission hut situated at Lot 9994 Nilgen Road, Nilgen.

BACKGROUND

The Shire of Gingin owns the television retransmission hut and telecommunications mast at Lot 9994 Nilgen Road, Nilgen.

The retransmission site is essential for the transmission of radio and television signals from the commercial channels, ABC and SBS based in Perth.

The site also accommodates the recently upgraded digital receivers and transmitters which are essential equipment for transmitting digital television and FM radio signal to Lancelin, Seabird and surrounding communities.

PROPOSAL

The digital television receiver and retransmission equipment (the equipment) is owned by TX Australia Limited (TXA). TXA were contracted by the Federal Government to install digital equipment throughout the country as part of the digital television signal rollout. TXA will also be responsible for the ongoing transmission (including re-transmission) of commercial television broadcasters in the five mainland capitals in Australia.

TXA installed equipment into the retransmission hut in 2012. At that time, the Shire of Gingin entered into a 'Deed of Licence' with TXA to ensure that the equipment within the hut would be secured and maintained with continuous air conditioning to prevent overheating.

In January 2017, the air conditioner faulted and the temperature within the hut increased to critical levels risking failure of the TV digital receivers and other transmitting equipment.

Clause 5(4) of the Deed of Licence specifies that *the Licensor (the Shire of Gingin) must provide and maintain sufficient air-conditioning to the Licencee's (TXA) satisfaction for the Licencee's ground-based transmission equipment to enable the safe and continuous use of such equipment during the Term.* Accordingly, Administration has obtained a quotation for a replacement air conditioning unit of \$2,500 plus GST.

In its adopted 2016/17 Operating Expenditure Budget, Council has made provision in Account No 11403013 (TV Retransmission Hut) of \$6,000 for the 'FM Radio Transmitter Contract'. Currently, this account has a surplus of \$2,500.

The replacement air conditioner is considered to be capital expenditure, for which no funds have been allocated in the current Budget (Account No 11459010).

Administration suggests that Council consider transferring the surplus funds currently held in the Operating Expenditure Budget to the Capital Expenditure Budget to fund the purchase of a replacement air conditioner for the television retransmission hut.

The re-allocation of surplus funds is detailed in the following table:

Account	Description	16/17 Budget \$	Proposed Amended Budget \$	Variation \$
11403013	TV Re-transmission Hut	6,000	3,500	-2,500
11459010	TV Re-transmission Hut	0	2,500	2,500
			Net Effect	Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Part 6 – Financial Management

Division 4 – General financial provisions

Section 6.8 – Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Shire of Gingin Policy 3.10 Purchasing Policy

BUDGET IMPLICATIONS

Surplus funds of \$2,500 (excluding GST) currently held in the 2016/2017 Operating Budget for the television re-transmission hut will be reallocated to the Capital Expenditure Budget.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015 – 2025

Focus Area	<i>Built Environment</i>
Objective	<i>3. To effectively manage growth and provide for community</i>
Outcome	<i>3.3 High quality and well utilised community facilities and assets</i>

VOTING REQUIREMENTS – ABSOLUTE MAJORITY**RECOMMENDATION**

It is recommended that Council amend its Budget the 2016/2017 Financial Year in accordance with the following table:

Account	Description	16/17 Budget \$	Proposed Amended Budget \$	Variation \$
11403013	TV Re-transmission Hut	6,000	3,500	-2,500
11459010	TV Re-transmission Hut	0	2,500	2,500
			Net Effect	Nil

RESOLUTION

Moved Councillor Smiles, seconded Councillor Fewster that Council amend its Budget for the 2016/2017 Financial Year in accordance with the following table:

Account	Description	16/17 Budget \$	Proposed Amended Budget \$	Variation \$
11403013	TV Re-transmission Hut	6,000	3,500	-2,500
11459010	TV Re-transmission Hut	0	2,500	2,500
			Net Effect	Nil

**CARRIED BY ABSOLUTE
9-0**

11.3.3 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED USE NOT LISTED STAFF AMENITIES DONGA (ABLUTION BLOCK) TO EXISTING ANIMAL HUSBANDRY INTENSIVE (POULTRY FARM) ON LOT 908 GINGIN BROOK ROAD, NEERGABBY

FILE: BLD/4304
APPLICANT: AAA EGG COMPANY
LOCATION: LOT 908 GINGIN BROOK ROAD, NEERGABBY
OWNER: AAA EGG COMPANY
ZONING: GENERAL RURAL
WAPC NO: N/A
AUTHOR: KYLIE BACON – MANAGER STATUTORY PLANNING
REPORTING OFFICER: SEBASTIAN CAMILLO – EXECUTIVE MANAGER REGULATORY SERVICES
REPORT DATE: 21 MARCH 2017
REFER:

16 APRIL 1998	ITEM TP 10-4/98
18 NOVEMBER 2008	ITEM 11.3.7
16 DECEMBER 2008	ITEM 11.3.5
19 SEPTEMBER 2014	ITEM 11.1.8
21 APRIL 2015	ITEM 11.3.1
15 SEPTEMBER 2015	ITEM 11.3.1
19 APRIL 2016	ITEM 11.3.3
20 DECEMBER 2016	ITEM 11.3.7

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider an application for development approval for a Use Not Listed Staff Amenities Donga (Ablution Block) to the existing Animal Husbandry Intensive (Poultry Farm) on Lot 908 Gingin Brook Road, Neergabby.

BACKGROUND

Planning Consent was first granted at Council's meeting of 16 April 1998 for an Egg Production Farm at the above location, including seven rearing sheds and 21 layer sheds. Subsequently, the following Planning Approvals were issued:

- Poultry Farm (Packing Shed Extension, Dry Storage and Cool room) – 28 July 2005;
- Poultry Farm (Machinery Shed) – 23 September 2005;
- Rural Industry (Poultry Feed Manufacturing Plant) – 21 November 2008;
- Holiday Accommodation (Worker's Quarters) – 30 December 2008;

- Extensions to Poultry Farm (Two Rearing Sheds) and Rural Industry (Grading Floor and Egg Processing Plant) – 16 September 2014;
- Application for Amended Planning Approval – Rural Industry (Grading Floor and Egg Processing Plant) – 4 May 2015;
- An Egg Packing Room and Staff Accommodation – 15 September 2015;
- A Generator Shed – 19 April 2016; and
- Two Rearing Houses and one Staff/Workers Accommodation – 20 December 2016.

The proposal includes the following:

One Staff Amenities Donga for use as an ablution block (4 room unit) for the site's biosecurity measures which approximately eight staff will use per day. The donga measures 14.4m in length, 3.3m in width and 2.5m in height. The donga is proposed to be setback approximately 150m from the front (southern) boundary and 200m from the eastern boundary.

Council's consideration is required as Administration does not have the authority to approve this application under delegation as the proposal is an unlisted use under the Local Planning Scheme No. 9 (LPS 9).

Council's consideration is required as Administration does not have the authority to approve this application under delegation as the proposal is an unlisted use under the Local Planning Scheme No. 9 (LPS 9).

A location plan and aerial photograph are provided as **Appendix 1**.

A copy of the Applicant's proposal is provided as **Appendix 2**.

COMMENT

Community Consultation

The application was advertised for a period of 21 days in accordance with clause 64 of the *Planning and Development (Local Planning Scheme Regulations) 2015* Deemed Provisions for Local Planning Schemes (deemed provisions).

The Shire has not received any submissions or comments regarding the proposal.

Planning Framework

Local Planning Scheme No. 9 (LPS 9)

The subject land is zoned General Rural under LPS 9, the objectives of which 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 water course systems from damage; and*
- d) *Provide for the operation and development of existing, future and potential rural land uses by limited the introduction of sensitive land uses in the General Rural zone.*

Use Not Listed

The staff amenities donga is considered to be a use not listed under LPS 9. In accordance with clause 3.4.2 of LPS 9 provides the following requirements for a use not listed development:

3.4.2 If a person proposed to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –

- a) *Determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- b) *Determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of Clause 9.4 in considering an application for planning approval; or*
- c) *Determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

The Staff Amenities Donga (Ablution Block) is considered to satisfy the objectives of the General Rural zone outlined above. The building assists in the operation of the existing agricultural use (Poultry Farm) by providing a facility to assist employees adhere to the biosecurity requirements of the site (i.e. showering before entering). The land use remains unchanged and the provision of a building of this nature is not anticipated to have a detrimental effect to the locality. The proposal is consistent with the objectives of the zone.

The setbacks to the proposed staff amenities donga are greater than the prescribed 20 metre setbacks outlined in Table 2 - Site Requirements under LPS 9. The specific setbacks are outlined under the Background section of this report. Furthermore, the siting of the donga complies with clause 4.8.6.7 of LPS 9 in that the siting and design will not significantly impact on the natural landscape or visual landscape amenity of the site as the subject lot already houses similar construction and is significantly set back from adjacent lot boundaries.

Environmental Impact

No environmental impacts are anticipated as a result of either structure.

Bushfire Planning

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) provides a foundation for land use planning to address bushfire risk management. The subject lot is partially designated as being bushfire prone, with the development footprint (proposed staff amenities donga) not being located within 100m of bushfire prone vegetation. As such, the applicant/owner is able to undertake and submit a Bushfire Attack Level Assessment (Basic) Report which demonstrates the site has a low BAL rating.

Advice Notes

In the event that Council resolves to approve this application, the following advice notes will apply:

- A. Further to this approval, the Applicant will be required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011*, the *Building Regulations 2012* and the *Health Act 1911*, which are to be approved by the Shire of Gingin.
- B. This Approval is for a Staff Amenities Donga (Ablution Block). In the General Rural zone, further approval is required for most land uses and building construction. The Shire's Planning Department should be contacted for further information.
- C. It is the landowners' responsibility to implement and maintain bushfire protection and mitigation measures on their property.

STATUTORY ENVIRONMENT

Planning and Development (Local Planning Scheme) Regulations 2015
Schedule 2 – Deemed Provisions for Local Planning Schemes

Local Planning Scheme No. 9
Part 3 – Zones and the Use of Land
3.2 Objectives of the Zones
3.2.7 General Rural Zone

Part 4 – General Development Requirements

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Local Business</i>
Objective	<i>4. To facilitate local business growth</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council grant Development Approval for a proposed Staff Amenities Donga (Ablution Block) on Lot 908 Gingin Brook Road, Neergabby, in accordance with the planning application and plans dated 2 December 2016, subject to the following conditions:

1. All development shall be undertaken in accordance with the approved plans and specifications (including any modifications marked in RED) unless conditioned otherwise in this approval;
2. This Approval is for a Staff Amenities Donga (Ablution Block) only;
3. The Staff Amenities Donga (Ablution Block) shall not be used as staff/workers' accommodation or for human habitation; and
4. The external appearance of the Staff Amenities Donga (Ablution Block) is to be maintained in a good condition at all times to the satisfaction of the Shire of Gingin.

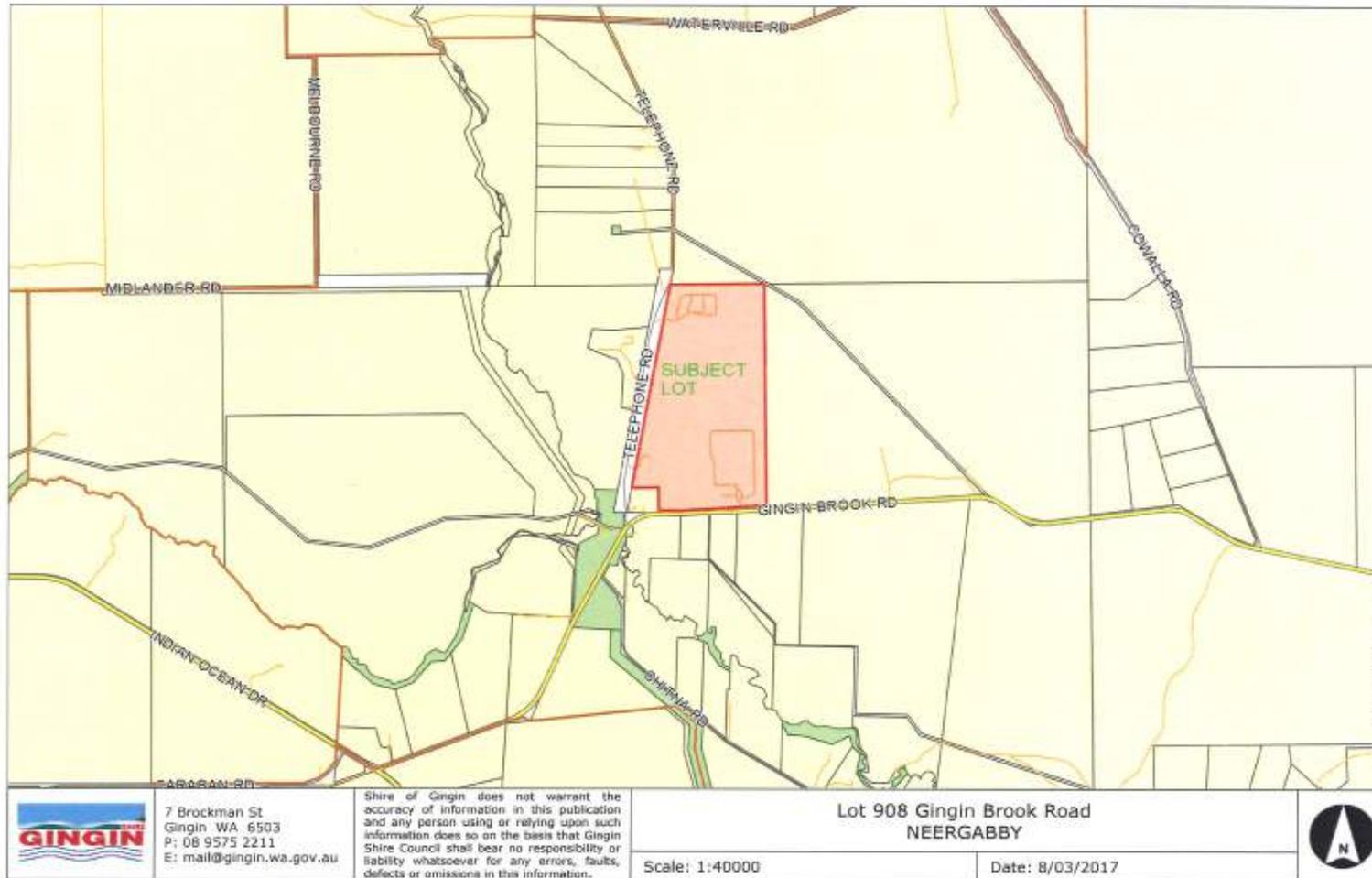
RESOLUTION

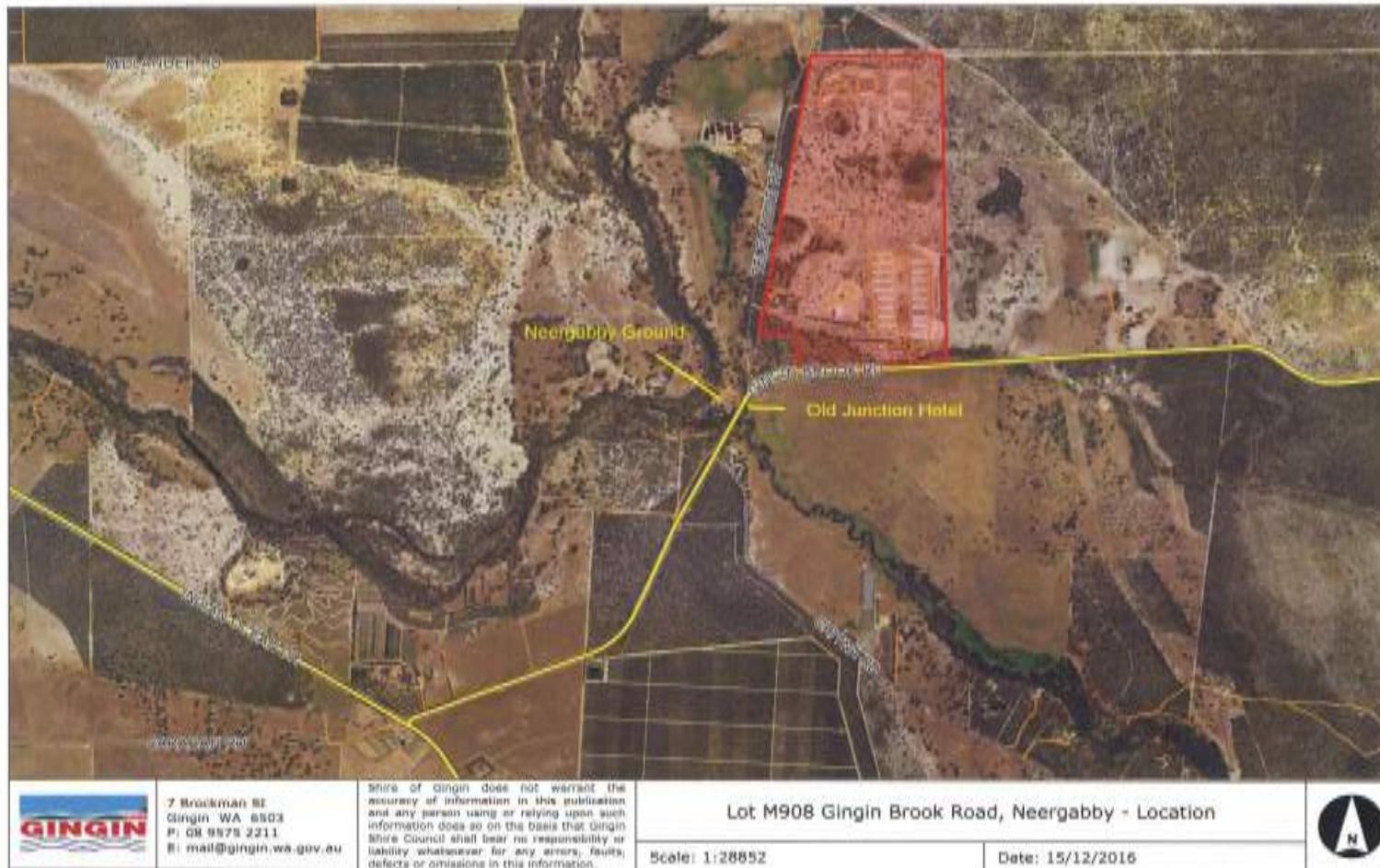
Moved Councillor Elgin, seconded Councillor Aspinall that Council grant Development Approval for a proposed Staff Amenities Donga (Ablution Block) on Lot 908 Gingin Brook Road, Neergabby, in accordance with the planning application and plans dated 2 December 2016, subject to the following conditions:

1. **All development shall be undertaken in accordance with the approved plans and specifications (including any modifications marked in RED) unless conditioned otherwise in this approval;**
2. **This Approval is for a Staff Amenities Donga (Ablution Block) only;**
3. **The Staff Amenities Donga (Ablution Block) shall not be used as staff/workers' accommodation or for human habitation; and**
4. **The external appearance of the Staff Amenities Donga (Ablution Block) is to be maintained in a good condition at all times to the satisfaction of the Shire of Gingin.**

CARRIED UNANIMOUSLY

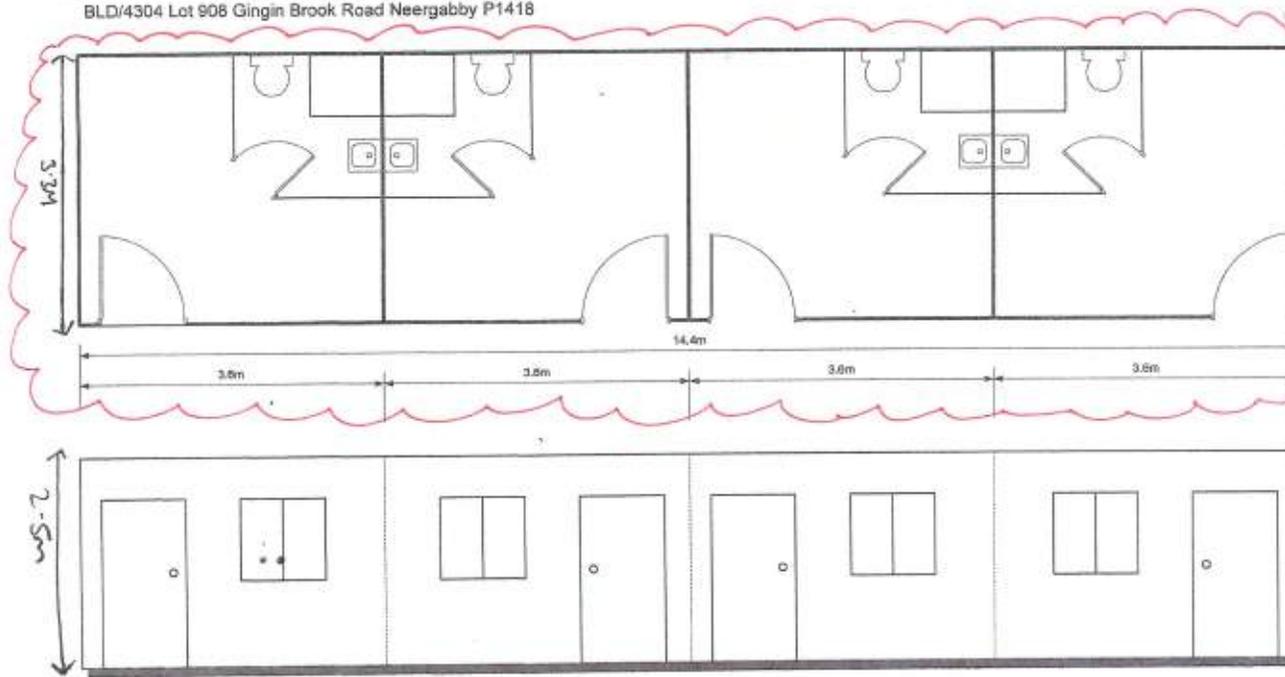
APPENDIX 1





APPENDIX 2

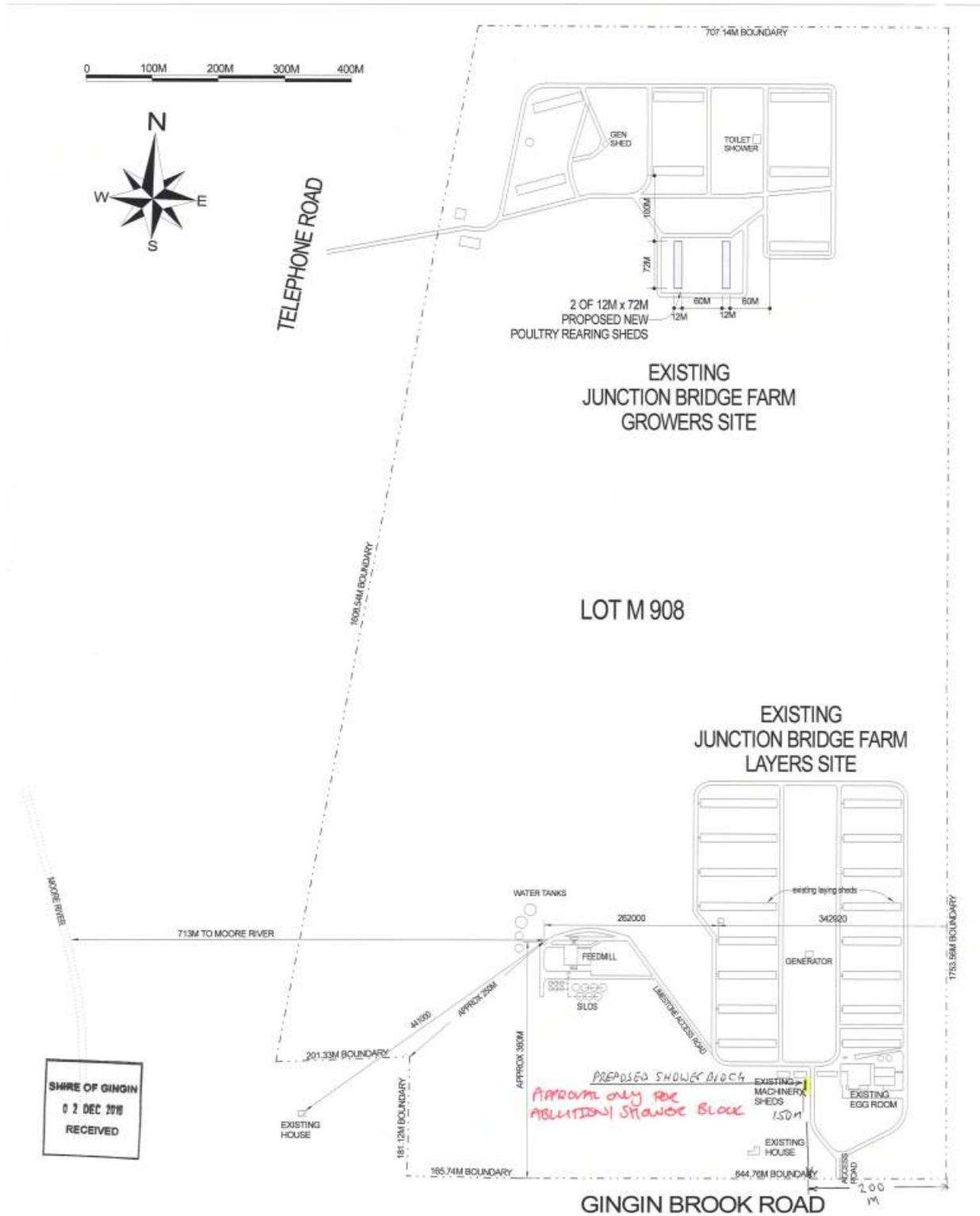
BLD/4304 Lot 908 Gingin Brook Road Neergabby P1418



DONGA ONE)
TO BE USED AS IN
ABILITIES! BLOCK
SHOWER BLOCK
NOT TO BE USED
FOR PERMANENT
HUMAN HABITATION
INCLUDING STAFF/
WORKERS ACCOMMODATION
(NO SLEEPING QUARTER)

SHIRE OF GINGIN
02 DEC 2016
RECEIVED

EGG COMPANY PTY LTD		SIZE	Dwg Ref	AAA EGG FARMS		R. 1
DRAWN	Terry Woodard			908M GinGin Brook Rd Neergabby WA		
ISSUED	October 2016	SCALE	1:1	Accommodation Building	SHEET	1 OF 1

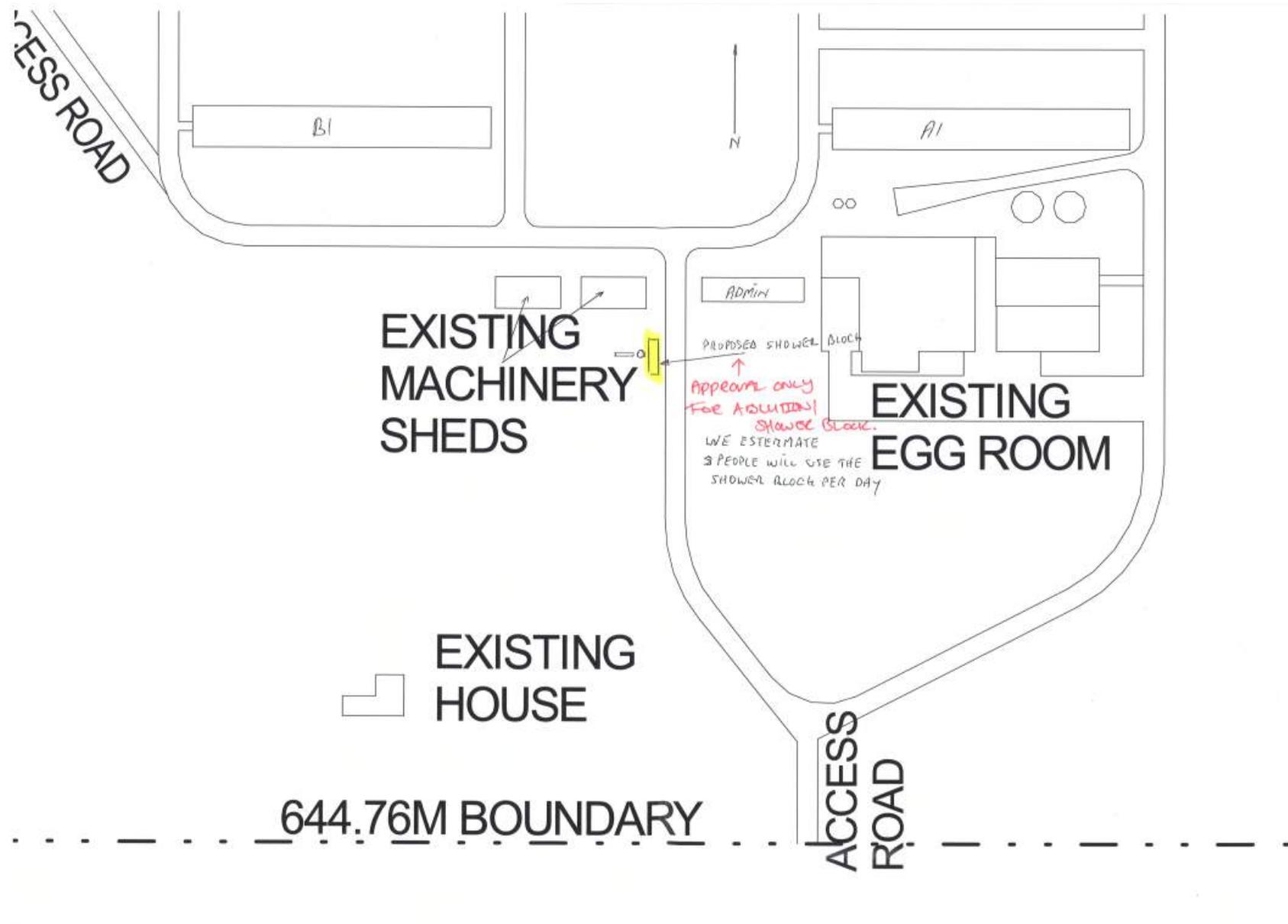


JOONDALUP DESIGNS
Address 845 Muchea South Rd, Muchea.
Post office Box 97, Muchea, 6501.
Phone 08 9571 4361
Fax 08 9571 0158
Mobile 0411 513 771



**PROPOSED ADDITIONAL
POULTRY SHEDS**
for AAA EGG COMPANY PTY LTD
JUNCTION BRIDGE FARM GINGIN on Lot M908
CNR GINGIN BROOK RD & TELEPHONE RD.

DRAWING NAME			
SITE & LOCALITY PLAN			
E:\Documents\JD\2014\JD\AAA Junction BRIDGE Farm\JKF			
Rev No:	Version:	Date Des:	By:
1	rev and for approval	8/04/14	JA
Scale:	Date:	SHEET No:	REVISION:
1:5000	8-4-14	1 OF 2	0



**11.3.4 APPLICATION FOR RETROSPECTIVE DEVELOPMENT APPROVAL FOR TWO
SEA CONTAINERS ON LOT 889 (56) ST ANDREWS COURT, WOODRIDGE**

FILE: BLD/6792
APPLICANT: INDIANA MANNING
LOCATION: LOT 889 ST ANDREWS COURT, WOODRIDGE
OWNER: INDIANA MANNING
ZONING: RURAL LIVING (RL2)
WAPC NO: N/A
AUTHOR: KYLIE BACON – MANAGER STATUTORY
PLANNING
REPORTING OFFICER: SEBASTIAN CAMILLO – EXECUTIVE MANAGER
REGULATORY SERVICES
REPORT DATE: 21 MARCH 2016
REFER: NIL

ADDENDUM – ORDINARY MEETING OF COUNCIL – 21 MARCH 2017

Additional Information:

Condition 6 of the officer's recommendation states *The sea containers are not to be used for permanent human habitation*

The word permanent is to be removed from the sentences so as to state 'The sea containers are not to be used for human habitation'.

The officer recommendation has been amended accordingly

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider an Application for Retrospective Development Approval for two proposed Sea Containers on Lot 889 St Andrews Court, Woodridge.

BACKGROUND

The subject lot is located on St Andrews Court in Woodridge. There have been no previous development approvals issued for the subject lot.

The Application for Retrospective Development Approval was received by the Shire on 14 December 2016 for two sea containers which was also to be converted into an outbuilding. However, the applicant subsequently removed the outbuilding component and is only applying for the retrospective component. The applicant intends to use the sea containers for storage while they proceed to build their dwelling on the proposed site and keep the sea containers for storage purposes once the house is built.

The 40 foot sea container is setback approximately 23m from the eastern boundary and approximately 31.7m from the northern boundary. The sea container measures 12m in length, 2.4m in width and 2.5m. Due to the lot configuration and the vegetation screening, the sea containers cannot be seen from the primary street (refer to Photos in **Appendix 3**).

A location plan and aerial image are attached as **Appendix 1**.

A copy of the applicant's full proposal including plans are attached as **Appendix 2**.

COMMENT

Community Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme Regulations) 2015 Deemed Provisions for Local Planning Schemes* (the Regulations).

The proposal was advertised to surrounding landowners for a period of 21 days over the Christmas and New Year period. It was then resubmitted for neighbour referral due to amendment to the original retrospective application for an additional 14 days. The Shire received three submissions from the advertising process, one submission objecting to the proposed retrospective sea containers and two in support. The submitters have concerns around the intent of the sea containers for living purposes and aesthetics.

The Schedule of Submissions and Recommended Responses have been included as **Appendix 4**.

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

The subject lot is zoned Rural Living under LPS 9, the objectives of which are to:

- a) *Protect the rural environment and landscape;*
- b) *Accommodate single dwellings at very low densities on individual allotments beyond the urban areas;*
- c) *Restrict and limit the removal of natural vegetation and encourage revegetation where appropriate;*
- d) *Prevent threats to the amenity of the zone and impacts on wildlife and native vegetation caused by the grazing of livestock;*

- e) *Avoid increased fire risk to life and property through inappropriately located and designed land use, subdivision and development; and*
- f) *Provide for a suitable level of physical and community infrastructure.*

The general development requirements of LPS 9 provide for 20m setbacks from all lot boundaries. The proposal complies with the minimum setback requirements under the scheme.

Sea Containers are a use not listed under LPS 9. To this end, clause 3.4.2 expressly states:

If a person proposed to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –

- a) *Determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- b) *Determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- c) *Determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

However, the Shire has a Local Planning Policy 1.9 (LPP 1.9) to guide the use of sea containers within the Shire of Gingin.

Local Planning Policy 1.9 Sea Containers (LPP 1.9)

The proposal is subject to the provisions of LPP 1.9, the objectives of which are to:

1. *To preserve visual amenity and enhance landscape quality within the Shire;*
2. *To provide flexibility when using a sea container on a temporary basis;*
3. *To discourage alternative use of sea containers, particularly where they might become permanent fixtures in the landscape; and*
4. *To allow the use of sea containers for shipping.*

LPP 1.9 is designed to ensure there is a balanced approach between providing flexibility to use sea containers as temporary storage for local residents and safeguarding the amenity and landscape quality of the Shire in accordance with the Shire's LPS 9.

With respect to general requirements for sea containers, LPP 1.9 specifies as follows:

Clause 5, the General Requirements for Sea Containers within LPP 1.9 unless exempt from Planning Consent, include:

- a) *Approval is required for use of all Sea Containers;*
- b) *Sea Containers are not to be located in setback areas, as specified in Local Planning Scheme No. 9 Table 2 Site Requirements and in firebreaks as specified by Shire of Gingin Firebreak Order (as amended);*
- c) *Sea Containers in direct view of neighbouring properties and public places must be screened with walls, fencing, landscaping or other means approved by the Chief Executive Officer;*
- d) *Sea Containers are to be painted a neutral colour that is consistent with the existing buildings and kept in good condition; and*
- e) *No advertising or logos are permitted on Sea Containers unless they are visually acceptable as determined by the Chief Executive Officer.*

Council may grant approval for temporary sea container use for a period of up to twelve months, in the following circumstances:

- a) *The lot has approved building plans (for a dwelling) with a constructed slab or footings;
or*
- b) *The requirements of 5(a) of LPP 1.9 have been satisfied and the Sea Container is sited at the rear of the property, behind the dwelling under construction and in a location that will allow the Sea Container to be easily removed; and*
- c) *At the end of the approved period, the Sea Container will be removed from the lot, unless an extension of time is granted by Council.*

The applicant currently does not have any approved building plans for a dwelling; therefore the retrospective sea container does not comply with clause 6a of LPP 1.9. Notwithstanding, Council may exercise its discretion to approval a deviation from the specific standards set out in LPP 1.9, subject to the applicant demonstrating that the likely effect of the location, height, bulk, scale, orientation and appearance of the sea container will not conflict with or detrimentally affect the amenity of the locality.

The applicant also wants to keep the sea containers permanently on the property once the dwelling is built. Council may grant approval for permanent sea container use in the following circumstances:

- a) *Permanent use of Sea Containers is not permitted on Tourism, Residential, and Town Centre zoned land;*
- b) *Permanent use of Sea Containers is permitted in General Rural and Mixed Business zoned land, subject to the requirements listed in Clause 5 above;*

- c) *Permanent use of a single Sea Container in Rural Living zoned land subject to the requirements listed in Clause 5 of LPP 1.9; and*
- d) *Permanent use of all Sea Containers will require a Building Permit.*

The proposal is zoned Rural Living, however, the applicant is seeking to have two sea containers stored on the property where the policy only allows the permanent use of one sea container on land zoned Rural Living. As explained above, Council may exercise its discretion to approve a deviation from the specific standards set out in LPP 1.9.

Visual Amenity

Objective one of LPP1.9 states the following:

'To preserve visual amenity and enhance landscape quality within the Shire'.

The location of the sea containers is surrounded by dense vegetation. The sea containers cannot be seen from either the road reserve or Lot 23, 25 and Lot 888 Marsh Court (properties to the north and east of the subject lot). The sea containers are heavily screened with native vegetation from the eastern property (Lot 17 Marsh Court) (refer to Photo 5 in Appendix 3). The only property that can partially see the sea containers is the adjoining property located north-east of the subject lot (Lot 18 St Andrews Court) (refer to Photo 4 in Appendix 3). The owners of this property were notified of the proposal and provided no comment; therefore, Administration considers that they have no objection.

It is considered that the location of the sea containers does not impact upon the visual amenity on the adjoining properties or the surrounding locality due to the vegetation screening and the colour of the sea containers being sympathetic to the surrounding environment.

Permanent Use

The policy allows the use of one permanent sea container within the Rural Living zone and the applicant is applying for two permanent sea containers. When a dwelling is constructed onsite the applicant can apply in writing to the shire for the consideration in granting approval for the sea containers on a permanent basis which at that time a further assessment will be undertaken.

Summary

In view of the above assessment, Administration is of the view that the site is capable of accommodating the proposed sea containers on a temporary basis until such time as a dwelling is constructed. In the event that a dwelling is constructed, then the proponent can apply for approval to retain one of the sea containers on a permanent basis, at which time a further assessment will be undertaken.

In the event that Council approves the application, conditions have been imposed on the planning approval to ensure the applicant complies with all requirements of LPP 1.9 and LPS 9.

Advice Notes

- A. The Applicant/Landowner will be required to write to the Shire requesting an extension and/or permanent approval demonstrating compliance with Conditions 3, 4 and 5. If the Shire is satisfied that the Applicant/Landowner has complied with the condition(s), then the Shire will grant a six-month extension from the date of the approval's expiry date or grant approval for permanency. The Shire may add conditions to the extended or permanent development approval to ensure the sea containers are sited where they are less visually intrusive and can be easily accessed, or for any other purpose.
- B. The sea containers are to comply with the Shire of Gingin's Firebreak Order.

STATUTORY ENVIRONMENT

Local Planning Scheme No. 9

Part 3 – Zones and the Use of Land

3.2 Objectives of the Zones

Part 4 – General Development Requirements

4.7 General Development Standards

POLICY IMPLICATIONS

Local Planning Policy 1.9 – Sea Containers

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Natural Environment</i>
Objective	<i>2. To support a healthy natural environment</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council grant Retrospective Development Approval for Two Sea Containers on Lot 889 (56) St Andrews Court, Woodridge in accordance with the approved plans dated 14 December 2016 subject to the following conditions:

- 1. The land use and development shall be undertaken in accordance with the approved plans and specifications (and/or as marked in RED) as amended by these conditions;
- 2. The external appearance of the Sea Containers is to be maintained in a good condition at all times to the satisfaction of the Shire of Gingin;

3. This Approval is only valid for a period of 12 months from the date of the Notice of Determination, and all structures in relation to this Approval shall be removed after 12 months unless an extension or permanent use is granted by the Shire;
4. The Applicant/Landowner is required to have a building permit issued for a dwelling on the subject lot prior to the termination of this approval. In the event that the lot has approved building plans (for a dwelling) and a constructed slab or footings, then the Shire will extend the date of approval by another six months without the need for the application to be further considered by Council. The Shire reserves the right to impose additional conditions to the satisfaction of the Shire of Gingin;
5. In the event that a dwelling is completed on the lot within 18 months from the date of the Notice of Determination, the Shire may, at its discretion, consider an application for approval for the permanent use of one sea container without the need for further consideration by Council. The Shire reserves the right to impose additional conditions to the satisfaction of the Shire of Gingin; and
6. The sea containers are not to be used for permanent human habitation.

RESOLUTION

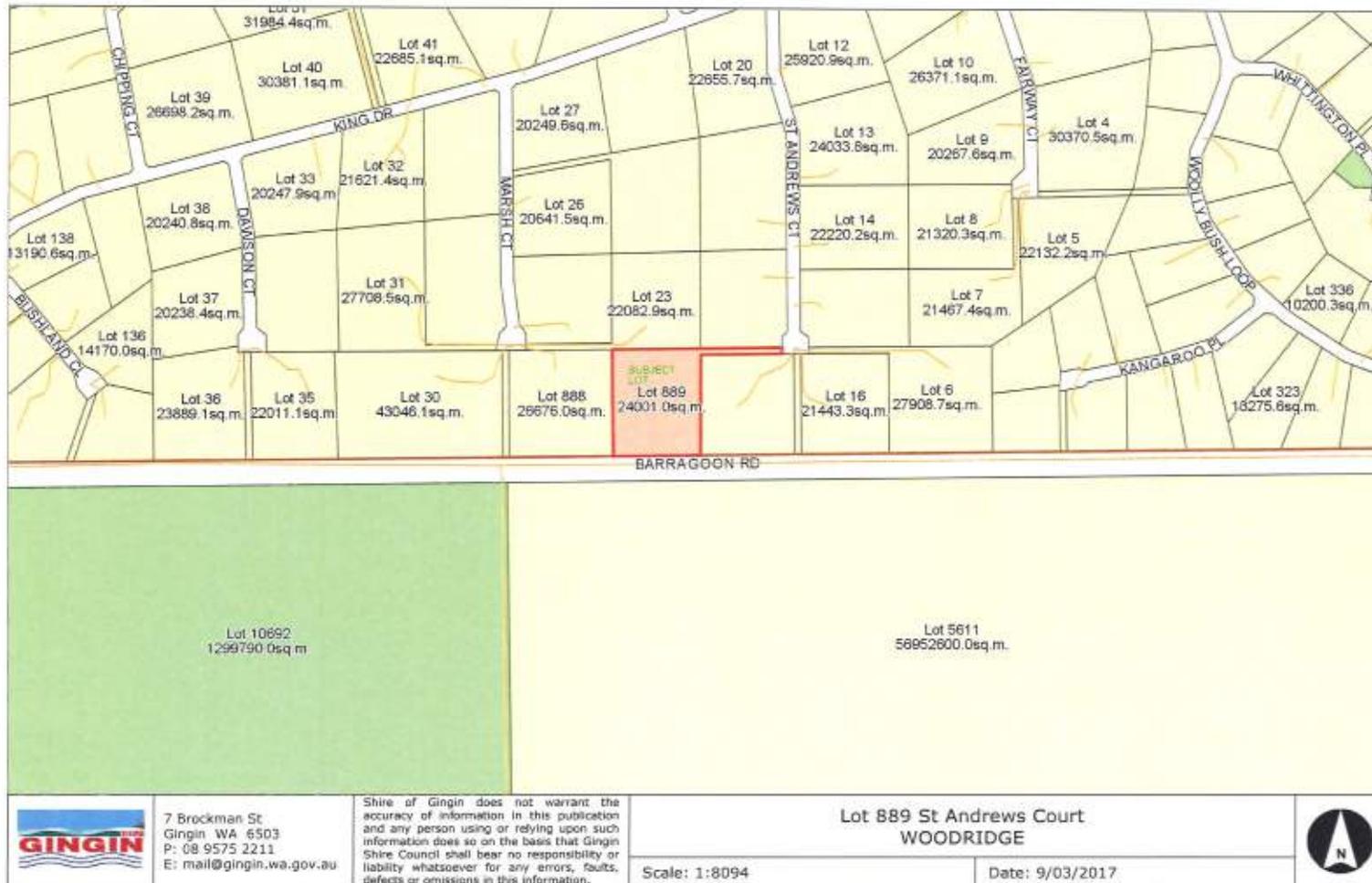
Moved Councillor Smiles, seconded Councillor Court that Council grant Retrospective Development Approval for Two Sea Containers on Lot 889 (56) St Andrews Court, Woodridge in accordance with the approved plans dated 14 December 2016 subject to the following conditions:

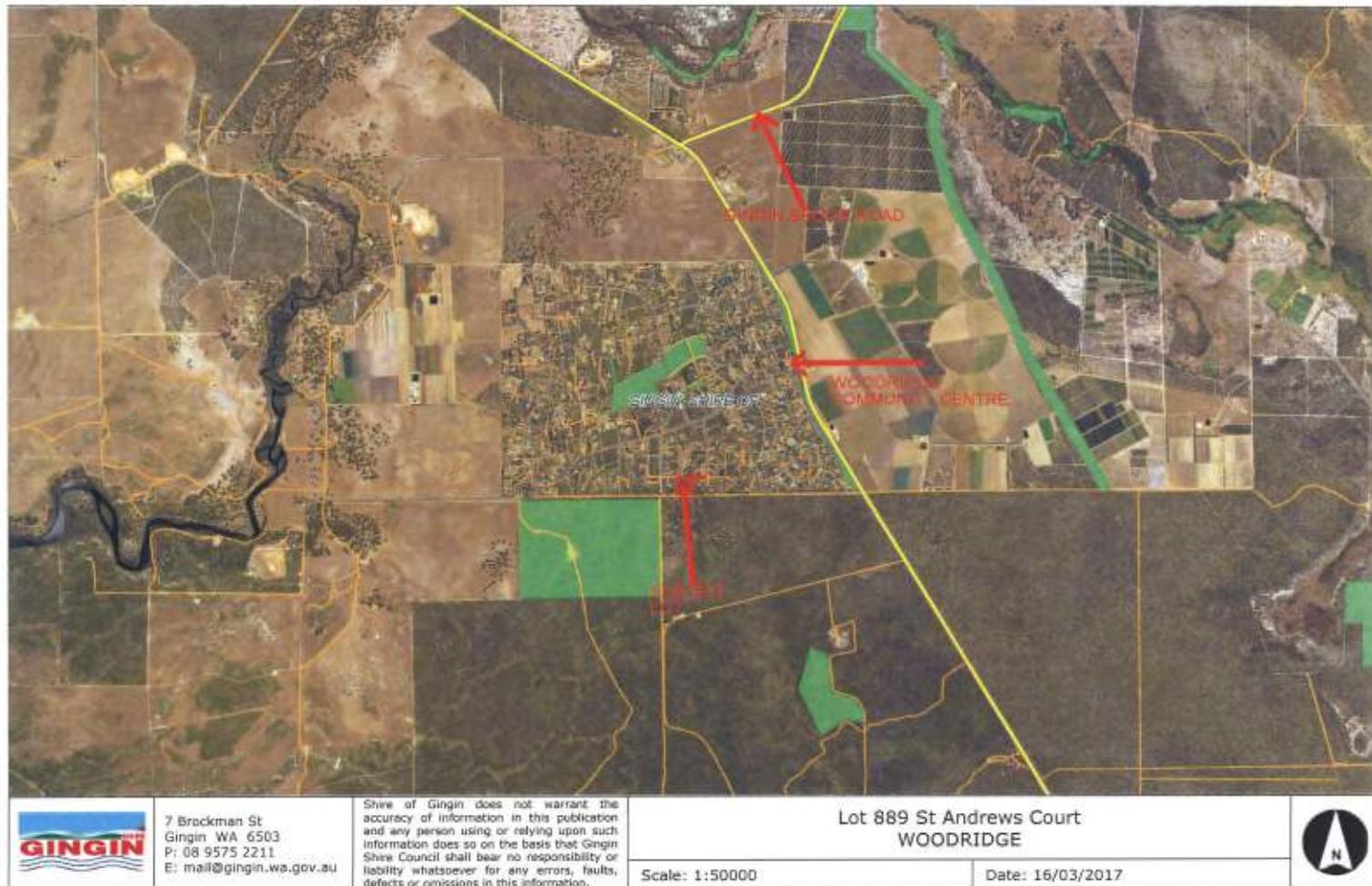
1. **The land use and development shall be undertaken in accordance with the approved plans and specifications (and/or as marked in RED) as amended by these conditions;**
2. **The external appearance of the Sea Containers is to be maintained in a good condition at all times to the satisfaction of the Shire of Gingin;**
3. **This Approval is only valid for a period of 12 months from the date of the Notice of Determination, and all structures in relation to this Approval shall be removed after 12 months unless an extension or permanent use is granted by the Shire;**
4. **The Applicant/Landowner is required to have a building permit issued for a dwelling on the subject lot prior to the termination of this approval. In the event that the lot has approved building plans (for a dwelling) and a constructed slab or footings, then the Shire will extend the date of approval by another six months without the need for the application to be further considered by Council. The Shire reserves the right to impose additional conditions to the satisfaction of the Shire of Gingin;**

- 5. In the event that a dwelling is completed on the lot within 18 months from the date of the Notice of Determination, the Shire may, at its discretion, consider an application for approval for the permanent use of one sea container without the need for further consideration by Council. The Shire reserves the right to impose additional conditions to the satisfaction of the Shire of Gingin; and**
- 6. The sea containers are not to be used for human habitation.**

CARRIED UNANIMOUSLY

APPENDIX 1





APPENDIX 2



APPENDIX 3

View from St Andrews Court 1.



Sea Containers at end of Driveway

3.



Looking from Sea Containers to Northern Neighbours

5.

Eastern Boundary



View from Eastern Boundary

APPENDIX 4

SCHEDULE OF SUBMISSIONS AND RECOMMENDED RESPONSES

APPLICATION FOR DEVELOPMENT APPROVAL PROPOSED RETROSPECTIVE SEA CONTAINERS (2) ON LOT 889 ST ANDREWS COURT, WOODRIDGE

No.	Submitter	Submission Detail	Recommended Response
1.	Ratepayer	The Submitter supports the proposal and makes the following comments: <i>I have absolutely no problem with the proposed development.</i>	Noted.
2.	Ratepayer	The Submitter supports the proposal and makes the following comments: <i>We live right next door and we do not have a problem at all with this going ahead.</i>	Noted.
3.	Ratepayer	The Submitter does not support the proposal and makes the following comments: <i>We have concerns that at least one of the containers will be used for living accommodation in the future. We also have concerns about the aesthetics of the containers. Should Council approve this application, we would like the measurements checked off our western boundary/applicants eastern boundary to ensure they are as indicated on the application.</i>	<p><u>Living Accommodation</u> In the event Council approves the application a condition of the planning approval will ensure that the sea containers cannot be used for human habitation.</p> <p><u>Visual Amenity</u> The sea containers are painted to blend in with its surrounding environment. Furthermore, the sea containers are set in a landscape setting and are screened from the eastern boundary. Please refer to the Visual Amenity section of the Officer's report.</p> <p><u>Setbacks</u> In the event Council approves the application, the location of the sea containers will be required to be setback in accordance with the approved site plan. The sea container is setback a minimum 23m from the eastern boundary; therefore comply</p>

			<p>with the Rural Living setback of 20m under LPS9.</p> <p>The sea containers are being recommended for temporary approval. In the event the subject lot has a dwelling constructed within the next 18 months from the date of the approval, then at the shire's discretion may consider approving the sea containers on a permanent basis.</p>
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11.3.5 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED ANCILLARY ACCOMMODATION ON LOT 156 MELALEUCA AVENUE, GABBADAH

FILE: BLD/6533
APPLICANT: FLEETWOOD PTY LTD
LOCATION: LOT 156 MELALEUCA AVENUE, GABBADAH
OWNER: BRADLEY DAVID CHARLTON AND ANNE
THERESE LONERGAN
ZONING: RURAL LIVING
WAPC NO: N/A
AUTHOR: JAMES BAYLISS – COMPLIANCE/STATUTORY
PLANNER
REPORTING OFFICER: SEBASTIAN CAMILLO – EXECUTIVE MANAGER
REGULATORY SERVICES
REPORT DATE: 21 MARCH 2017
REFER: NIL

<i>ADDENDUM – ORDINARY MEETING OF COUNCIL – 21 MARCH 2017</i>
--

Additional Information:

An additional aerial image and site plan showing the location of structures on the subject lot are provided for Councillor's information as **Appendix 3**.

This additional information has no effect on the Recommendation.

OFFICER INTEREST DECLARATION

Nil

PURPOSE

The Shire is in receipt of an Application for Development Approval for proposed Ancillary Accommodation on Lot 156 Melaleuca Avenue, Gabbadah. The application is referred to Council for consideration as a result of an objection to the proposal during the advertising process.

BACKGROUND

The subject lot is two hectares in area and located within the Redfield Park Rural Living Estate. The site is bounded by similar sized Rural Living zoned lots to the east and west and a larger General Rural zoned lot to the north. The site currently comprises of an existing dwelling and associated outbuildings. Council at its Ordinary Meeting on 6 December 2014 granted conditional approval for the existing dwelling to be used as a Bed and Breakfast.

The applicant seeks to construct an ancillary dwelling at the rear of the property located 36m from the side (eastern) boundary, 76m from the rear (northern) boundary and 50m from the side (western) boundary. The structure is 12.1 metres in length and 6.6 metres in width. The proposed wall height is 2.4 metres with an overall ridge height of 4.1 metres.

A location plan, aerial image, copy of the applicant's proposal and site photographs are attached as **Appendix 1**.

COMMENT

Community Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme Regulations) 2015 Deemed Provisions for Local Planning Schemes* (the Regulations).

The proposal was advertised to surrounding landowners for a period of 14 days. The Shire received one response from the advertising process, objecting to the proposed ancillary dwelling. The submitter's primary concern appears to relate to the intent of the ancillary dwelling.

The Schedule of Submissions and Recommended Responses has been included as **Appendix 2**.

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

The subject lot is zoned Rural Living under LPS 9, the objectives of which are to:

- a) *Protect the rural environment and landscape;*
- b) *Accommodate single dwellings at very low densities on individual allotments beyond the urban areas;*
- c) *Restrict and limit the removal of natural vegetation and encourage revegetation where appropriate;*
- d) *Prevent threats to the amenity of the zone and impacts on wildlife and native vegetation caused by the grazing of livestock;*
- e) *Avoid increased fire risk to life and property through inappropriately located and designed land use, subdivision and development; and*
- f) *Provide for a suitable level of physical and community infrastructure.*

LPS 9 outlines Ancillary Accommodation as a 'D' (discretionary) use within Rural Living zoned land. The general development requirement of LPS 9 provides for 20m setback distances from all lot boundaries. The proposal is compliant from this setback perspective.

The lot north of the subject lot is zoned General Rural under LPS9. Under LPS9 clause 4.8.5.3 states:

'Where land zoned Rural Living adjoins rural uses with buffer requirements, dwellings shall be setback a minimum of 100 metres from the relevant boundary(s) nearby to the adjoining rural uses, or such other setback distance that as may be specified on an adopted structure plan'.

The ancillary accommodation is to be setback 76 metres from the northern boundary. According to the shire's records, there are no approved rural land uses in operation on the adjoining lot that have any specific buffer requirements at this stage. Furthermore, the locality has other approved dwellings encroaching within the 100 metre setback. In the event Council approves the application an advice note has been included to advise the occupants of the Ancillary Accommodation the subject lot is located adjacent to land zoned General Rural which the subject lot may be affected by emissions from adjoining agricultural land uses should it be undertaken.

Local Planning Policy 1.7 – Ancillary Accommodation (LPP 1.7)

The proposal is subject to the provisions of LPP 1.7, the objectives of which are to:

1. *Provide for a range of criteria that will distinguish an ancillary accommodation from independent additional dwellings in the Shire of Gingin;*
2. *To provide a form of housing that does not compromise the amenity and character of the locality.*

LPP 1.7 provides for ancillary accommodation to have the same meaning as 'ancillary dwelling' as defined in the Residential Design Codes, which states:

"Self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house".

The general policy provisions outlined in LPP 1.7 are provided below:

- 2.1 *An ancillary accommodation shall be associated with a Single House, which either exists or will be developed concurrently on the property.*

The proposed ancillary accommodation is associated with an existing single house located on the subject property.

- 2.2 *The development will not result in more than one ancillary accommodation being constructed on the property.*

The proposed ancillary accommodation is considered to be the only ancillary dwelling on the subject lot. Administration undertook a site inspection on 16 January 2017 to ascertain if the existing 'caravan and extension' indicated on the site plan constituted an ancillary dwelling. It was apparent during the inspection that the structure was not used or intended to be used for habitable purposes given there was no connection to services (i.e. water/power). Nevertheless, it is recommended that a condition of approval reinforce that the existing 'caravan and extension' is not to be used for habitable purposes.

2.3 The plot ratio area of any ancillary accommodation shall not exceed 70m² except on lots greater than 4,000m² in area where the plot ratio area of any ancillary accommodation may be up to 100m².

The subject property is 20,096m² (2 hectares) and as such may accommodate an ancillary dwelling up to 100m². The proposed ancillary dwelling is 70m² and therefore compliant.

2.4 An ancillary accommodation shall contain a bathroom, toilet, and laundry and kitchen facility.

The proposed ancillary accommodation contains the above facilities and as such is considered compliant.

Bushfire Planning

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) provides a foundation for land use planning to address bushfire risk management. The entirety of the subject lot is designated as being bushfire prone. The applicant therefore submitted a Bushfire Attack Level (BAL) assessment which identified a 12.5 rating. This rating is considered to be acceptable.

Servicing

Any additional servicing requirements will be the applicant's responsibility. The power supply will be connected via the existing outbuilding and the septic system is to be installed to the north of the proposed location of the ancillary dwelling. The water supply will be sourced from a rainwater tank catching roof runoff and a bore system.

Summary

In view of the above assessment Administration is of the view that the site is capable of accommodating the proposed ancillary accommodation. The proposal is consistent with the objectives of Local Planning Scheme No. 9 and Local Planning Policy 1.7.

Advice Notes

In the event that Council resolves to approve this application, the following advice notes will apply:

- A. Further to this Approval, the Applicant will be required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Building Regulations 2012* and the *Health Act 1911*, which are to be approved by the Shire of Gingin.
- B. Fire permits may be required at certain times of the year for onsite burning. Please contact the Shire of Gingin for further information.
- C. Structures such as shed enclosures over bores or pumps may require a Building Permit from the Shire of Gingin, and in any event, must have a minimum boundary setback of 20 metres.
- D. The Applicant is reminded that this Development Approval is not to be interpreted as an approval to extract and use groundwater supplies, nor does it imply that the Shire of Gingin has knowledge in relation to availability of groundwater supplies.

STATUTORY ENVIRONMENT

Local Planning Scheme No. 9

Part 3 – Zones and the Use of Land
3.2 Objectives of the Zones

Part 4 – General Development Requirements
4.8 General Development Standards
4.8.5 Rural Living Zone

POLICY IMPLICATIONS

Local Planning Policy 1.7 – Ancillary Accommodation LPP 1.7

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015 – 2025

Focus Area	<i>Natural Environment</i>
Objective	<i>2. To support a healthy natural environment</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council grant Development Approval for the proposed ancillary accommodation/granny flat on Lot 156 Melaleuca Avenue, Gabbadah in accordance with the development application and plans dated 22 November 2016, subject to the following conditions:

1. The land use and development shall be in accordance with the approved plans and specifications (including any amendments marked in RED) unless conditioned otherwise in this approval;
2. This approval is for Ancillary Accommodation only as indicated on the approved plans;
3. The colours, design and materials of the ancillary accommodation shall complement those of the existing single house where practicable;
4. The existing 'caravan and extension' indicated on the approved plan is not to be used for habitable purposes; and
5. The ancillary accommodation is not to be used for any form of short stay accommodation including the existing bed and breakfast operating from the single dwelling.

RESOLUTION

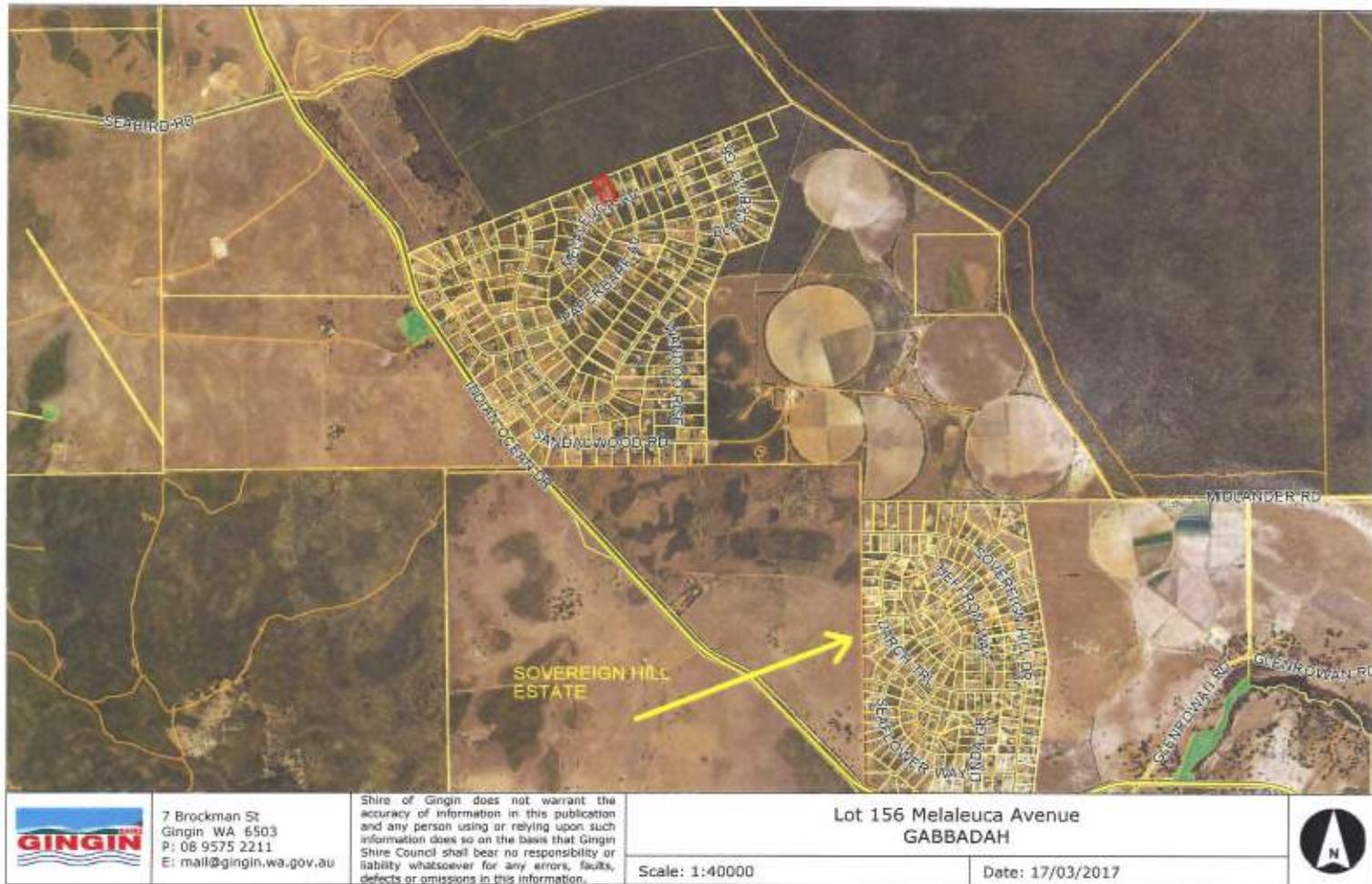
Moved Councillor Ammon, seconded Councillor Smiles that Council grant Development Approval for the proposed ancillary accommodation/granny flat on Lot 156 Melaleuca Avenue, Gabbadah in accordance with the development application and plans dated 22 November 2016, subject to the following conditions:

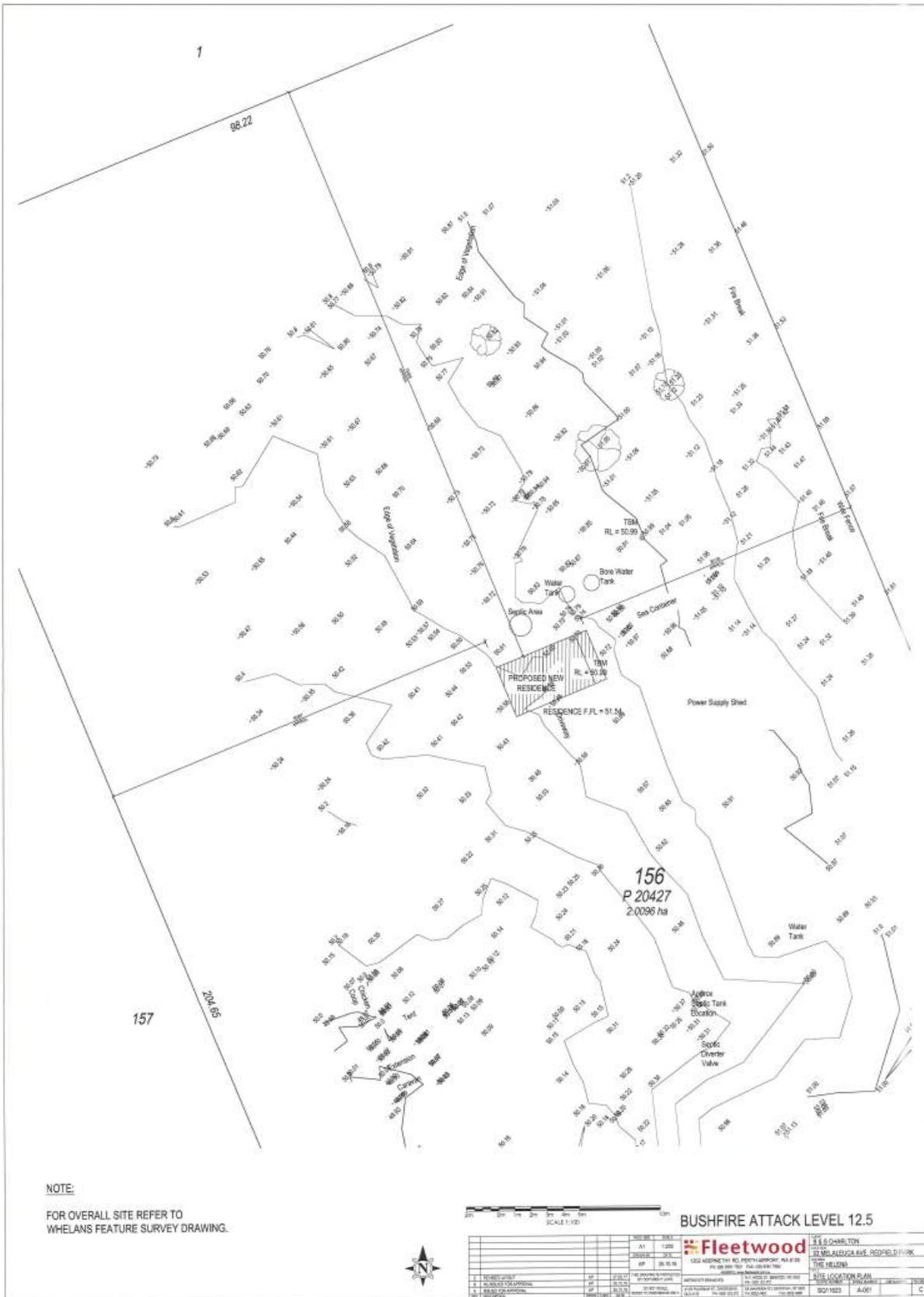
1. **The land use and development shall be in accordance with the approved plans and specifications (including any amendments marked in RED) unless conditioned otherwise in this approval;**
2. **This approval is for Ancillary Accommodation only as indicated on the approved plans;**
3. **The colours, design and materials of the ancillary accommodation shall complement those of the existing single house where practicable;**
4. **The existing 'caravan and extension' indicated on the approved plan is not to be used for habitable purposes; and**
5. **The ancillary accommodation is not to be used for any form of short stay accommodation including the existing bed and breakfast operating from the single dwelling.**

CARRIED UNANIMOUSLY

APPENDIX 1







BUILDING DESIGN CRITERIA Wind 1 cat - b accordance with AS 1170
 REGION A TERRAIN CATEGORY 2, IMPORTANCE LEVEL 2
 $V_w = 100 > 45ms$ $I_B = 1.0$
 $Mozat = 0.91$ $V_{Serviceability} = 37ms$

DESIGN CRITERIA IN ACCORDANCE WITH AS 1170.1:
 Imposed Floor Actions (Table 3.1)
 Allowable Floor Loads: 1.2kPa Uniformly distributed,
 1.8kPa Concentrated load,
 Allowable Verandah Loads: 1.5kPa Uniformly distributed,
 1.5kPa Point stress, 10kPa
 BUSES TRIMM BY ABOVE GROUND LEVEL)

DESIGN CRITERIA IN ACCORDANCE WITH AS 1170.4:
 Probability $P = 1/50$ (Table 2.1)
 $K_g = 1.0$ (Table 3.1)
 Site based factor z, allowed = 0.09 (Figure 3.2.3C)
 Earthquake design category = EDC II as per Table 2.1

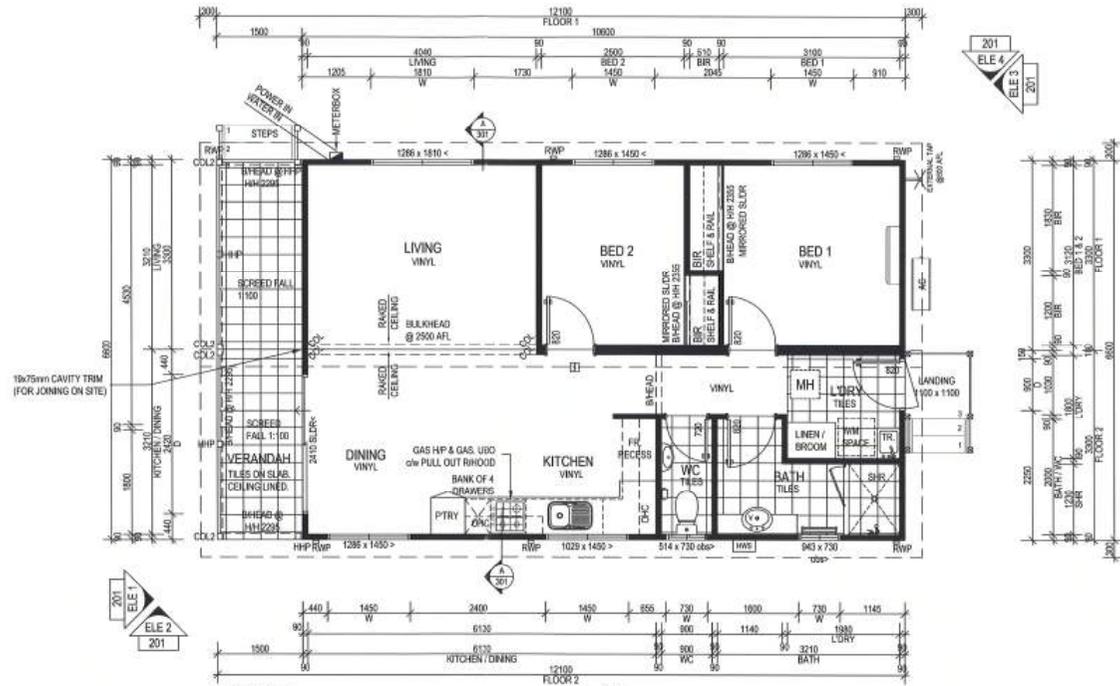
REGION A WINDOWS DESIGN CRITERIA TO AS 1242:
 For residential buildings (Clause 2.3.1f):
 1. Serviceability pressure:
 General - 400Pa, corner windows - 600Pa
 2. Ultimate strength pressure:
 General - 900Pa, corner windows - 1300Pa
 3. Water penetration resistance pressure:
 Non-Exposed - 150Pa, Exposed - 200Pa
 Corner windows are located within 100mm of building corners

THE ENTIRE ROOF AND INHILL ASSEMBLIES, THEIR CONNECTIONS & IMMEDIATE SUPPORTING MEMBERS HAVE BEEN DESIGNED SO AS TO BE CAPABLE OF REMAINING IN POSITION NOTWITHSTANDING ANY PERMANENT DISTORTION, FRACTURE OR DAMAGE THAT MIGHT OCCUR IN ACCORDANCE WITH MCC VOLUME 1, SPECIFICATION B1.2 OR VOLUME 2, PART 2.1.1) AND 3.1.10.1. HIGH WIND AREAS (IF APPLICABLE)

ALL REFERENCED STANDARDS TO BE THE CURRENT VERSION AT THE TIME OF CONSTRUCTION

Built To: NCC CLASS 1a BUILDING
 CLIMATE ZONE 5

COLUMNS:
 COL = 89x89x2.0 SHS
 COL2 = 100x100x2.0 SHS
 NOTE: COLUMN TO BE FULLY WELDED TO CAST IN PLATE



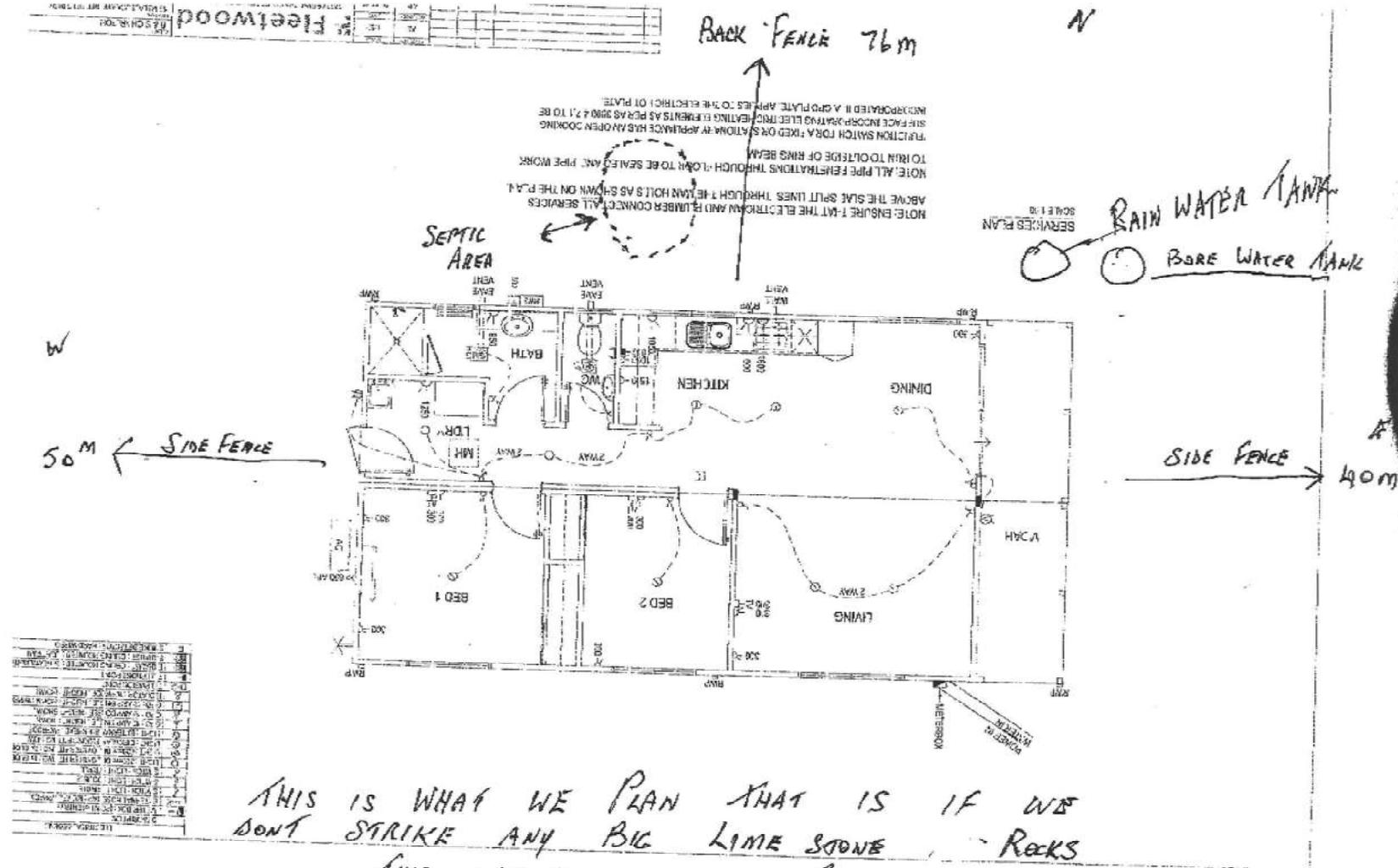
FLOOR PLAN
 SCALE 1:50

NOTE:
 TERMITE TREATMENT MEMBRANE TO ALL SLAB SPLITS AND TERMITE COLLARS TO ALL SLAB PENETRATIONS BY FLEETWOOD.
 CLIENT IS REQUIRED TO MAINTAIN 75mm VISUAL BARRIER TO EXPOSED SLAB EDGES. OTHERWISE CLIENT IS TO ACHIEVE TERMITE TREATMENT TO AUSTRALIAN STANDARDS.

floor area	69.96m ²
verandah area	9.9m ²
overall area	79.86m ²
building width	6500mm
building length	12100mm
building height (approx.)	4126mm
ceiling height	2410mm

BUSHFIRE ATTACK LEVEL 12.5

<table border="1"> <tr> <td>3</td> <td>ISSUED FOR APPROVAL</td> <td>AP</td> <td>25.10.16</td> </tr> <tr> <td>4</td> <td>ISSUED FOR REVIEW</td> <td>AP</td> <td>25.10.16</td> </tr> <tr> <td>REV</td> <td>DESCRIPTION</td> <td>DATE</td> <td></td> </tr> </table>	3	ISSUED FOR APPROVAL	AP	25.10.16	4	ISSUED FOR REVIEW	AP	25.10.16	REV	DESCRIPTION	DATE		<table border="1"> <tr> <td>FOUR</td> <td>DATE</td> </tr> <tr> <td>A2</td> <td>1.50</td> </tr> <tr> <td>DESIGN BY</td> <td>DRK</td> </tr> <tr> <td>AP</td> <td>25.10.16</td> </tr> </table>	FOUR	DATE	A2	1.50	DESIGN BY	DRK	AP	25.10.16	<p>Fleetwood 1202 ABERNETHY RD, PERTH AIRPORT, WA 6105 PH: (08) 9381 7500 FAX: (08) 9381 7500 WWW.FLEETWOOD.COM.AU</p>	<p>CLIENT: B & S CHARLTON 150 MELALEUCA AVE, REDFIELD PARK PROJECT: THE HELENA DRAWING: FLOOR PLAN QUOTE NUMBER: SQ11623 DESIGN NUMBER: A-101 JOB NUMBER: T1476 REVISION: B</p>
3	ISSUED FOR APPROVAL	AP	25.10.16																				
4	ISSUED FOR REVIEW	AP	25.10.16																				
REV	DESCRIPTION	DATE																					
FOUR	DATE																						
A2	1.50																						
DESIGN BY	DRK																						
AP	25.10.16																						



NO.	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	CEILING LINEN	1	sqm	10.00	10.00
2	WALL LINEN	1	sqm	10.00	10.00
3	FLOOR LINEN	1	sqm	10.00	10.00
4	CEILING LINEN	1	sqm	10.00	10.00
5	WALL LINEN	1	sqm	10.00	10.00
6	FLOOR LINEN	1	sqm	10.00	10.00
7	CEILING LINEN	1	sqm	10.00	10.00
8	WALL LINEN	1	sqm	10.00	10.00
9	FLOOR LINEN	1	sqm	10.00	10.00
10	CEILING LINEN	1	sqm	10.00	10.00
11	WALL LINEN	1	sqm	10.00	10.00
12	FLOOR LINEN	1	sqm	10.00	10.00
13	CEILING LINEN	1	sqm	10.00	10.00
14	WALL LINEN	1	sqm	10.00	10.00
15	FLOOR LINEN	1	sqm	10.00	10.00
16	CEILING LINEN	1	sqm	10.00	10.00
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21	FLOOR LINEN	1	sqm	10.00	10.00
22	CEILING LINEN	1	sqm	10.00	10.00
23	WALL LINEN	1	sqm	10.00	10.00
24	FLOOR LINEN	1	sqm	10.00	10.00
25	CEILING LINEN	1	sqm	10.00	10.00
26	WALL LINEN	1	sqm	10.00	10.00
27	FLOOR LINEN	1	sqm	10.00	10.00
28	CEILING LINEN	1	sqm	10.00	10.00
29	WALL LINEN	1	sqm	10.00	10.00
30	FLOOR LINEN	1	sqm	10.00	10.00

THIS IS WHAT WE PLAN THAT IS IF WE
DONT STRIKE ANY BIG LIME STONE RECKS

THIS WAS DISCUSSED WITH JAMES.

BOTH AS CLOSE TO DWELLING AS POSSIBLE NOT TO SCALE JUST GENERAL POSITION FOR SEPTICS + WATER TANKS.



APPENDIX 2

SCHEDULE OF SUBMISSIONS AND RECOMMENDED RESPONSES

**APPLICATION FOR DEVELOPMENT APPROVAL PROPOSED ANCILLARY ACCOMMODATION (GRANNY FLAT) ON LOT 156
MELALEUCA AVENUE, GABBADAH**

No.	Submitter	Submission Detail	Recommended Response
1.	Ratepayer	<p>The Submitter does not support the application and makes the following comments regarding the proposal:</p> <p><i>We have another proposal this time for a granny flat and as before we oppose this granting. It is hard to outline a full rebuttal as so far we have not received from shire answers to my objections asked at council meeting December 2015/January 2016 and handed to Councillor Aspinall, or from my phone call to Beck Am hrs 6 December asking to speak to the planning official.</i></p> <p><i>They already have a B&B that exceeds town planning no. 9. Now they want a granny flat. For what purpose:</i></p> <ol style="list-style-type: none"> 1. <i>Extension of the B&B</i> 2. <i>Guest house</i> 3. <i>Group dwelling</i> 4. <i>Holiday house</i> 5. <i>Park home</i> 6. <i>Resort</i> 7. <i>Serviced apartment or</i> 8. <i>Staff or other accommodation</i> <p><i>All of which do not conform to the scheme.</i></p> <p><i>Also if I can interpret the inadequate diagram, this granny flat will be behind the sea container and temporary accommodation /workshop/shed. If this is so:</i></p>	<p>The application does not exceed Local Planning Scheme No. 9 as the Ancillary dwelling is considered a 'D' Discretionary land use. This enables Council to consider the use within the 'Rural Living' coding.</p> <p>The proposal was advertised in accordance with the Planning and Development (Local Planning Schemes) Regulation 2015. Objections asked at an earlier Council meeting to an unrelated application is not considered to have planning merit for this particular application.</p> <p>The purpose of the 'Granny Flat' is to provide ancillary accommodation. The listed land uses have no relevance to this application. Nevertheless, appropriate conditions have been imposed to prevent such uses from occurring.</p> <p>The submitted plans are adequate for the Shire to determine the application.</p> <p>The purpose of the hardstand is to provide an area of land for the delivering truck (dwelling arrives in two pieces) to manoeuvre without becoming bogged.</p> <p>The purpose/usage of the granny flat is for Ancillary Accommodation.</p>

	<p>1. <i>What is the purpose of the large compacted hardstand built slightly behind the temporary accommodation caravan; and</i></p> <p>2. <i>What is the purpose/usage of the granny flat</i></p> <p><i>Obviously where there are so many discrepancies and the letter dated 25 November not arriving until Monday 6 December with reply to be lodged by Friday 9 December – addition not being able to talk to the planning official a proper rebuttal of this proposal is difficult and should not be considered.</i></p>	
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APPENDIX 3

3/21/2017

Google Maps

Google Maps

*Auxiliary
accommodation*



Imagery ©2017 GeoEye, Map data ©2017 Google 20 m

Measure distance
Total distance: 76.60 m (251.31 ft)

*Existing
caravan*

<https://www.google.com.au/maps/@-31.2613517,115.5102616,301m/data=!3m1!1e3>

1/1

11.3.6 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED AGRICULTURE INTENSIVE (PERENNIAL HORTICULTURE) AVOCADO FARM AND ORCHARD ON LOT 255 NABAROO ROAD, COWALLA

FILE: BLD/6789
APPLICANT: GLENNANIE PTY LTD (ROCKY RISE FARM)
LOCATION: LOT 255 NABAROO ROAD, COWALLA
OWNER: GLENNANIE PTY LTD (ROCKY RISE FARM)
ZONING: GENERAL RURAL
WAPC NO: N/A
AUTHOR: KYLIE BACON – MANAGER STATUTORY PLANNING
REPORTING OFFICER: SEBASTIAN CAMILLO – EXECUTIVE MANAGER REGULATORY SERVICES
REPORT DATE: 21 MARCH 2017
REFER: NIL

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider an Application for Development Approval for a proposed Agriculture Intensive Perennial Horticulture (Avocado Farm and Orchard) on Lot 255 Nabaroo Road, Cowalla.

BACKGROUND

The subject lot is located on Nabaroo Road and has an area of 30.3940 hectares. The proposal consists currently of stage one only, an area of 12 hectares to be planted to avocado and orchard (fruit) trees.

It is currently proposed to access the site from Bidaminna Place. Operation hours are expected to remain as normal farm hours, however the irrigation by tree sprinklers is proposed to occur between 4am and 9pm at various intervals.

The proposal also indicates a truck pick up service from the avocado farm between the hours of 3pm and 7pm depending on truck schedules each day. Loading and unloading of avocados will be undertaken from the current hardstand/gravel road next to the shed structure on the property.

A location plan, aerial image and a copy of the applicant's proposal are attached as **Appendix 1**.

COMMENT

Community Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme Regulations) 2015 Deemed Provisions for Local Planning Schemes* (the Regulations).

The proposal was advertised to surrounding landowners for the minimum period of 21 days, and to State referral agencies for 42 days. One submission has been received from neighbours who generally are in support of the proposal, provided that the applicant follows the necessary Shire guidelines. The Shire has received a submission from the Department of Water indicating the proposal is consistent with the applicant's existing water licence.

The Schedule of Submissions and Recommended Responses has been included as **Appendix 2**.

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

The subject lot is zoned General Rural under LPS 9, the objectives of which 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 agriculture 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.*

Under LPS 9, Intensive Agriculture is a discretionary use and is defined as follows:

“agriculture – intensive” means premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following:

- a) *The production of grapes, vegetables, flowers, exotic, or native plants, or fruit or nuts;*
- b) *The establishment and operation of plant or fruit nurseries;*
- c) *The development of land for irrigated fodder production or irrigated pasture (including turf farms); or*
- d) *Aquaculture.*

Intensive Agriculture is considered to be a primary use in the General Rural zone and should be encouraged in accordance with the objectives of the zone.

LPS 9 Setbacks

The setbacks to the planting area will be required at a minimum to be setback 20 metres from the lot boundaries unless a greater setback is required (i.e. buffer/separation distances to sensitive land uses).

Local Planning Policy 1.6 – Agriculture Intensive (LPP 1.6)

LPP 1.6 defines ‘Perennial Horticulture’ as:

‘refers to the commercial production of all varieties of long lived fruit, vine and nut species, generally deep rooting, where the land is only cultivated deeply at the initial planting stage, but may be regularly fertilised’.

Clause 3.1.9 of Local Planning Policy 1.6 – Irrigated Horticulture Standards stipulates: *All horticulture activity (excluding tree farms) shall have a minimum distance of 200 metres, or a distance satisfactory to Council, from any Conservation Category Wetland, as defined in the Water and Rivers Commission’s Geomorphic Wetland Database, or defined through other means acceptable to Council. Included within this minimum distance there shall be a dense native vegetation buffer of not less than 20 metres in width, to be established prior to the commencement of development and maintained for the duration of the development.*

Furthermore, the Environmental Protection Authority (EPA) Guidance Statement 33 requires a minimum 50m buffer between a wetland required to be protected and the proposed development. The subject lot is not within 50m of any wetland areas.

The proposal is not located adjacent to any sensitive wetlands or environmental factors.

Environmental Impact/Separation from Sensitive Land Uses

The following external guidelines provide guidance in relation to buffer/separation distances for local governments when considering applications for irrigated horticulture and sensitive uses (i.e. dwellings).

- State Planning Policy 2.5 Rural Planning;
- Department of Health (DoH) – Guidelines for Separation of Agriculture and Residential Land Uses (August 2012) DoH Guidelines; and
- Environmental Protection Authority – Guidance for the Assessment of Environmental Factors; Separation Distances between Industrial and Sensitive Land Uses (June 2005).

The proposal falls under the definition of an ‘Orchard’ for the purpose of calculating the recommended buffer distance using the abovementioned policies. A 500 metre buffer setback from the Irrigated Horticulture and the closest sensitive land use (i.e. single dwelling) is recommended. The distance outlined is not intended to be an absolute distance, rather a guide to avoid conflicts between land uses (i.e. spray drift). The proposed cropping area has a buffer of approximately 60m to 100m from the nearest residences located to the north.

It should be noted that the buffer setback was calculated for 'broad scale' orchard operations. It is considered that the size (12 ha) of the proposed avocado farm is not extensive. With the appropriate farm management strategies and the incorporation of a landscaping buffer in place, it is considered the reduced buffer distance from the planting area to the sensitive land uses located north of the subject site will help further mitigate any potential land use conflicts and is supported.

Furthermore, in the event that Council approves the application, a condition of the planning approval will require the proposal to comply at all times with the submitted Environmental Management Plan to the satisfaction of the Shire of Gingin in order to mitigate any potential off site impacts.

Access/Egress

The lot is serviced by Bidamina Place, which is a limestone road. The Applicant has advised that regular traffic will be an eight tonne market delivery truck. The frequency will be two days per week for a period of 12 weeks, commencing July to September 2020 and onwards. All deliveries of farm goods will be undertaken on a fortnightly basis and will be via a farm ute and trailer.

At this stage the Shire is satisfied that Bidamina Place can accommodate the traffic proposed for Stage 1 and as such upgrading is not considered necessary, with the exception of upgrading the crossover.

Stable Fly

Stable Fly is a declared pest under the *Biosecurity and Agriculture Management Act 2007* and is managed by the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2016*. It is generally inappropriate to impose a planning condition for a regulatory aspect that is already covered under another Act of Parliament. Instead, an advice note has been added to the Development Approval with respect to Stable Fly.

However, the Shire is still required to be satisfied that the horticulture activity manages waste appropriately on the site. In the event Council approves the application, a condition has been imposed requiring the proposal to comply with its submitted Waste Management Plan to the satisfaction of the Shire of Gingin.

Servicing

Any additional servicing requirements will be the applicant's responsibility.

Water Supply

The site has an existing water extraction licence from the Department of Water (DoW). The current licence provides the landowner with an allocation of 257670Kl of Superficial Swan water. The licence allows the irrigation of up to 11.44ha of avocados and 4ha of tropical fruit.

Summary

In view of the above assessment Administration is of the view that the site is capable of accommodating the proposed Agriculture Intensive (Perennial Horticulture) Avocado Farm and Orchard with the appropriate management plans in place and is therefore consistent with the objectives of LPS 9.

Advice Notes

Should Council approve this Development Application, the following Advice Notes will be added to the approval:

- A. Fire permits may be required at certain times of the year for onsite burning. Please contact the Shire of Gingin for further information.
- B. Structures such as shed enclosures over bores or pumps may require a Building Permit and Development Approval from the Shire of Gingin, and in any event, must have a minimum boundary setback of 20 metres.
- C. The Applicant is reminded that this Development Approval is not to be interpreted as an approval to extract and use groundwater supplies, nor does it imply that the Shire of Gingin has knowledge in relation to availability of groundwater supplies.
- D. It is advised that the proposal should at all times comply with the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2013* in order to minimise the effects of stable flies on the community.
- E. Please be advised that the property may attract Differential Rating for Intensive Agriculture.
- F. The operation will be required to comply with the *Environmental Protection (Noise) Regulations 1997*.

STATUTORY ENVIRONMENT

Local Planning Scheme No. 9

Part 3 – Zones and the Use of Land

3.2 Objectives of the Zones

Part 4 – General Development Requirements

4.7 General Development Standards

4.8.6 – General Rural Zones

State Planning Policy 2.5 Rural Planning

Department of Health (DoH) – Guidelines for Separation of Agricultural and Residential Land Uses (August 2012) (DoH Guidelines); and

Environmental Protection Authority – Guidance for the Assessment of Environmental Factors; Separation Distances between Industrial and Sensitive Land Uses (June 2005).

The Environmental Protection Authority (EPA) has released Guidance Statement No. 33 Environmental Guidance for Planning and Development.

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Natural Environment</i>
Objective	<i>2. To support a healthy natural environment</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council grant Development Approval for the proposed Agriculture Intensive – Perennial Horticulture (Avocado Farm and Orchard) on Lot 255 Nabaroo Road, Cowalla, subject to the following conditions:

1. The land use and development shall be in accordance with the approved plans and specifications (including any amendments marked in RED) unless otherwise conditioned by this approval;
2. The development area shall be limited to a maximum of 12 hectares and shall at all times be set back a minimum of 20 metres from all lot boundaries to the planting area(s) to the satisfaction of the Shire of Gingin;
3. A 100m landscaping buffer is required to be planted along the northern boundary as outlined on the approved site plan to the satisfaction of the Shire of Gingin. The buffer planting is to be undertaken in conjunction with the planting of the avocado trees;
4. Prior to the commencement of planting of the vegetated buffer (see Condition 3), a landscaping plan is required to be submitted for approval by the Shire of Gingin. The landscaping plan, at a minimum, must address the extent of the buffer area, the location and spacing of trees and shrubs, a list of tree species and how the buffer area is to be maintained;
5. The proposal is to comply at all times with the Spray, Dust and Waste Management Plan that was submitted with the application to the satisfaction of the Shire of Gingin;

6. The carrying out of the development must not cause a dust nuisance to adjoining properties. Where appropriate, measures such as sprinklers, water tanks, mulching or other land management systems should be installed or implemented to prevent or control dust nuisance, within the time and in the manner directed by the Shire of Gingin if it is considered that a dust nuisance exists;
7. The area shall immediately be rehabilitated to pasture cover at the end of the Intensive Agriculture development; and
8. Prior to the commencement of site works the Applicant/Landowner is required to upgrade the existing crossover servicing Lot 255 Nabaroo Road from Bidamina Place to the satisfaction of the Shire of Gingin.

RESOLUTION

Moved Councillor Collard, seconded Councillor Aspinall that Council grant Development Approval for the proposed Agriculture Intensive – Perennial Horticulture (Avocado Farm and Orchard) on Lot 255 Nabaroo Road, Cowalla, subject to the following conditions:

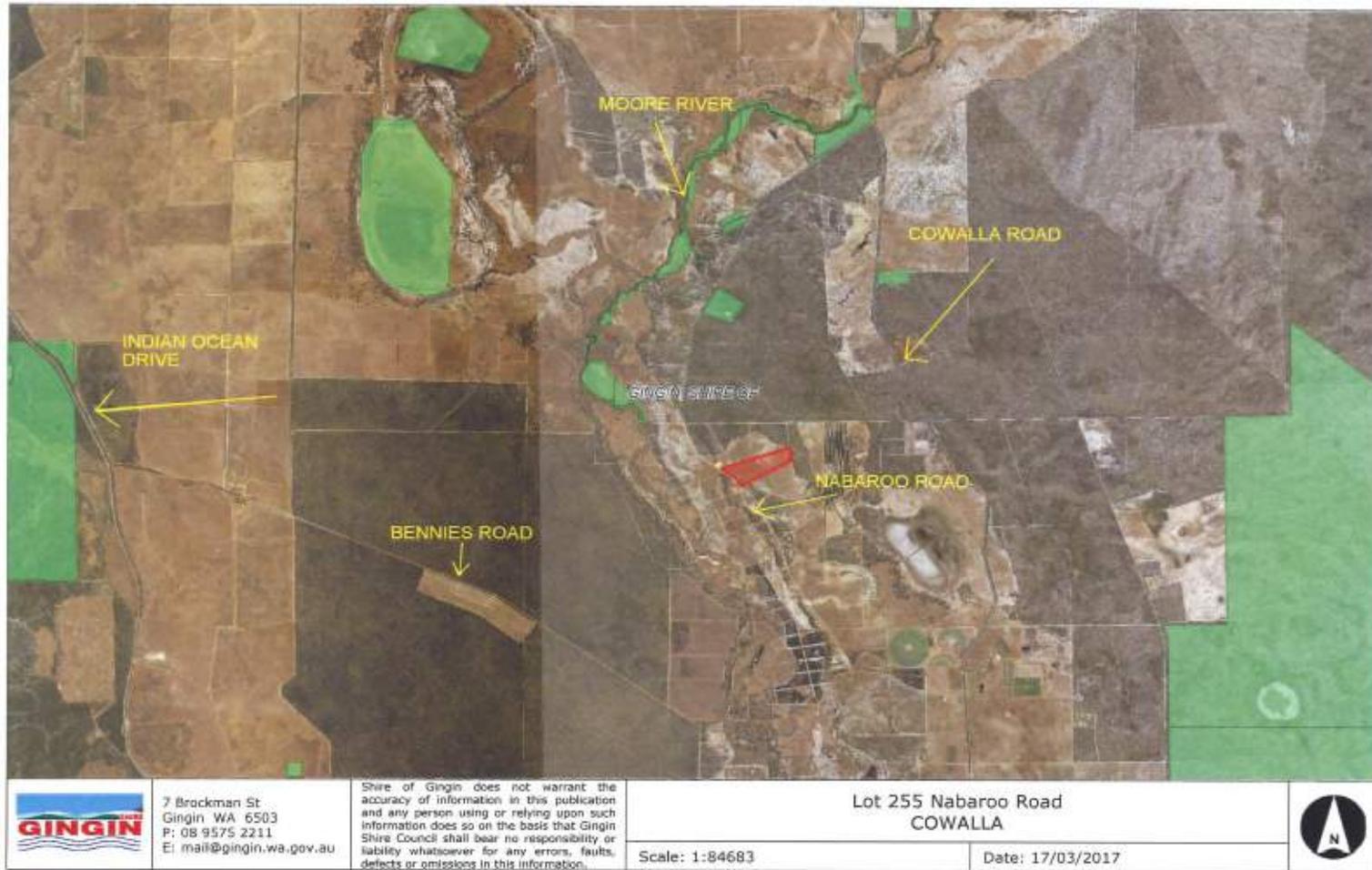
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2. **The development area shall be limited to a maximum of 12 hectares and shall at all times be set back a minimum of 20 metres from all lot boundaries to the planting area(s) to the satisfaction of the Shire of Gingin;**
3. **A 100m landscaping buffer is required to be planted along the northern boundary as outlined on the approved site plan to the satisfaction of the Shire of Gingin. The buffer planting is to be undertaken in conjunction with the planting of the avocado trees;**
4. **Prior to the commencement of planting of the vegetated buffer (see Condition 3), a landscaping plan is required to be submitted for approval by the Shire of Gingin. The landscaping plan, at a minimum, must address the extent of the buffer area, the location and spacing of trees and shrubs, a list of tree species and how the buffer area is to be maintained;**
5. **The proposal is to comply at all times with the Spray, Dust and Waste Management Plan that was submitted with the application to the satisfaction of the Shire of Gingin;**
6. **The carrying out of the development must not cause a dust nuisance to adjoining properties. Where appropriate, measures such as sprinklers, water tanks, mulching or other land management systems should be installed or implemented to prevent or control dust nuisance, within the time and in the manner directed by the Shire of Gingin if it is considered that a dust nuisance exists;**

7. **The area shall immediately be rehabilitated to pasture cover at the end of the Intensive Agriculture development; and**
8. **Prior to the commencement of site works the Applicant/Landowner is required to upgrade the existing crossover servicing Lot 255 Nabaroo Road from Bidamina Place to the satisfaction of the Shire of Gingin.**

CARRIED UNANIMOUSLY

APPENDIX 1





AVOCADOE FARM PROPOSAL

BUSINESS NAME ROCKY RISE FARM

COMPANY NAME GLENNANIE PTY LTD

OWNERS

HEAD OFFICE

CONTACT

EMAIL

PHONE

LOCATION OF PROPOSAL

LOT 255 NABAROO RD , COWALLA

PROPOSAL

ALL EXISTING GROUND LEVELS WILL BE UNCHANGED AS PER PLAN.

THE LOCATION OF ALL STUCTURES ARE ON PLAN GOOGLE EARTH AND ARE LICENCED AND DOCUMENTED IN THE GINGIN SHIRE BUILDING DEPARTMENT.

NO REMOVAL OF ANY STUCTURES OR ENVIROMENTAL FEATURES

THE PROPOSED USE OF SITE IS FOR A COMMERCIAL ORCHARD OF AVOCADOE AND SELETEDED FRUIT TREES . HOURS OF OPERATION WILL BE IN NORMAL TIME ,EXCEPT FOR IRRIGATION BY TREE SPRINKLERS THIS TIME FRAME WILL BE FROM 4 AM TO 9 PM AT INTERVALS.

THEIR WILL BE A TRUCK PICKUP SERVICE FROM FARM AT 3PM – 7 PM DEPENDING ON TRUCK SCHEDULES ON THE DAY.

PROPOSED MEANS OF ACCESS TO SITE IS FROM BIDAMINNA RD . WE ARE CURRENTLY USING THIS ACESS RD AND MAINTAINING IT.

THERE IS INTENDED 3-4 LOCAL EMPLOYEES IN FULL SEASONAL OPERATION ,
CARS WILL BE PARKED IN A LEVELED HARD STAND AREA NEXT TO SHED AS ON
PLAN.

LOCATION OF TRUCK LOADING AND UNLOADING IS AS CURRENT RIGHT NEXT
TO SHED AS PER PLAN ON A PRIVATLEY FUNDED GRAVEL ROAD/HARD STAND.

AS PER THE PLAN YOU WILL SEE TWO STAGES 1&2.

STAGE 1 IS ONLY CONSIDERED AT THE MOMENT STAGE 2 IS FOR FUTURE
PLANNING AND WILL NOT BE PROCEEDED WITH UNLESS A GREATER WATER
LICENCE IS GRANTED AND STAGE 1 BECOMES PROFITABLE .

STAGE 1 IS A TOTAL AREA OF 12HA

TOTAL COST

3000 AVOCADOE AND SELECTED FRUIT TREES

IRRIGATION COST FOR BOTH STAGES

AS PER QUOTE

TOTAL BUDGETED EXPENDITURE

I HOPE THIS MEETS YOUR ONEROUS REQUESTS . FOR ANY FURTHER
INFORMATION PLEASE CONTACT GLENN MEWS . ALL REQUESTS WILL BE
SUBJECT TO COMPANY CONFIDENTIAL INTELLECTUAL PROPERTY
CONSIDERATIONS .

INTELLECTUAL PROPERTY PROTECTION CLAUSE

THIS APPLICATION IS FOR THE EXPRESS USE OF PLANING APPROVAL AND
CANNOT BE USED BY ANY OFFICERS OR COUNCIL OR COUNCILLORS FOR ANY
OTHER USE

GLENNANIE PTY LTD

RESPONSE TO FURTHER QUERIES BLD/6789 LOT 255 NABAROO RD,
COWALLA.

Traffic Implications

The only additional regular traffic will be a market delivery truck 8 tonne. The frequency will be two days per week for a period of 12 weeks, this will occur in the months of July to September 2020 and onwards, The Bidamina Place road is moist at this time and will have minimal or no dust implications. All deliveries of farm goods will be via farm ute and trailer. Deliveries of farm goods will be fortnightly at the most.

All vehicles for farm use will be kept to 10km/hr as is the practice now. Without being asked by council we are appreciative of our neighbours issue with dust. I have the same issues on northerly and easterly winds.

Both our entrances to our property are on Bidamina Place.

ENVIROMENTAL MANAGEMENT PLANFOR LOT 255 NABAROO RD COWALLA

Spray Management Plan

There will be no spraying of pesticides or herbicides in our orchard .We have chosen our orchard carefully to grow only trees that are not Western Australian Mediterranean fruit fly hosts.

For any fruit trees in our private orchard we will use baiting stations.

We do not want to risk involvement with herbicides, pesticides or any other poisons for our own health and safety let alone our neighbours.

We have researched our growing techniques over the last three years and with the help of organic avocado growers in the South West and the Avocadoes Australia limited Growers Association we believe we can carry commercial crops in a spray free environment

In conclusion to councils' interest in spray drift there will be **NONE** as we are not spraying pesticides or herbicides.

Waste Management Plan

Mulch brought in from other suppliers will be in the form of rolled sorghum and oaten straw bales. All grown in a non GMO certified area.

There will be no storage facility built for these rolls as they will be distributed immediately under the trees through a livestock feeder, approximately 100 mm thick.

The rows between the trees will be sown with sorghum and oats at different times of the year in accordance with ground temperatures for germination. This is the only material generated by our orchard. It is used to control weeds inter rows whilst growing, and then slashed under the trees whilst still green without any seed heads, then the rows will be sown to start the cycle all again.

There will be no manures (animal or vegetable) used. The soil content and structure only allows for some fertigation but mainly slow release organic granulated processed fertilizer, no odours.

Hence there will be no fly breeding operations on our farm again for our sake as well as the neighbours. We will not be storing any product to increase flies.

Any other material generated by avocado trees will be of its own production i.e. tree limbs and again when trees are pruned they are immediately mulched.

We may use (but costs could prohibit) the use of an organic compost from the swan area. If we do it will be delivered and within 24 hrs we will have it distributed and rotary hoed into our tree rows. This is under consideration as a once off project before trees are planted. This will occur in May and August 2017.

Dust Management

The orchard will always have ground cover and this will negate all offsite dust issues from our orchard. The various reasons for this is as follows

Keep soil temperature cool in summer

Protect feeder roots from sunburn and dehydration

Avocado tree feeder roots are in the top 150mm of soil and cannot be disturbed. They must be kept hydrated and cool i.e. no soil disturbance at all

Cover crops will be used for weed control all year.

All vehicles on Bidaminna Place will be kept to 10 km /hr

All fire breaks will be done in November on a wet day; as is the practice now.

As the avocado orchard will be fully irrigated with up to 720 litres per tree per day this will negate any dust issues from slashing or any other operation within the orchard.

We are already establishing a dual windbreak system of various native trees around and through our property. These trees are 5m high and wide planted in 5m rows and at 1m apart. We believe that this should be sufficient to negate any of our minimalist effects upon our neighbours raised by council.

Irrigation by Dam

This concept has passed our desk from our irrigation consultant. However we do not intend to consider a dam at this time.

If we were to ever consider a dam then the perfect place for one is at the rear of our farm.

Can you please supply me with the issues if we were ever to consider a dam proposal?

Good Neighbour Policy

We will be open to our neighbours concerns.

We will endeavour to be considerate to our neighbour's needs.

We will always strive for a satisfactory outcome.

We would always help our neighbours in time of need.

Lot 255 Nabaroo Road, Cowalla: Environmental Management Plan Avocado Farm/Orchard Proposal – Addendum to the Spray Management Plan.

Further information

I believe in honest, open and transparent negotiations and on this basis I need to supply further information.

I have since learnt that some avocado farms do in fact spray the following products Boron, Calcium, Copper all these materials are mineral based non pesticides.

I will be applying boron and calcium for the benefit of the fruit cell structure. At the moment these can only be sprayed, however and by the time my orchard is in production (three years) they are working towards a fertigation use for these products.

The copper spray is for anthrax nose. As Gingin climate is more hotter and drier than the south west they are not considering this in our orchard management. Anthrax nose can only exist in wet to moist conditions.

The only other spray used is for phytophera, a more effective response to this is direct injection to trees, having said this it is the opinion of our agronomist that our climate will save us from this disease. If this disease does present itself we will inject only.

In Light of these non-pesticide sprays I will give this 100% commitment to the council and my neighbours.

If we need to spray these products in 3 years' time I will not spray on a south westerly through to south easterly wind.

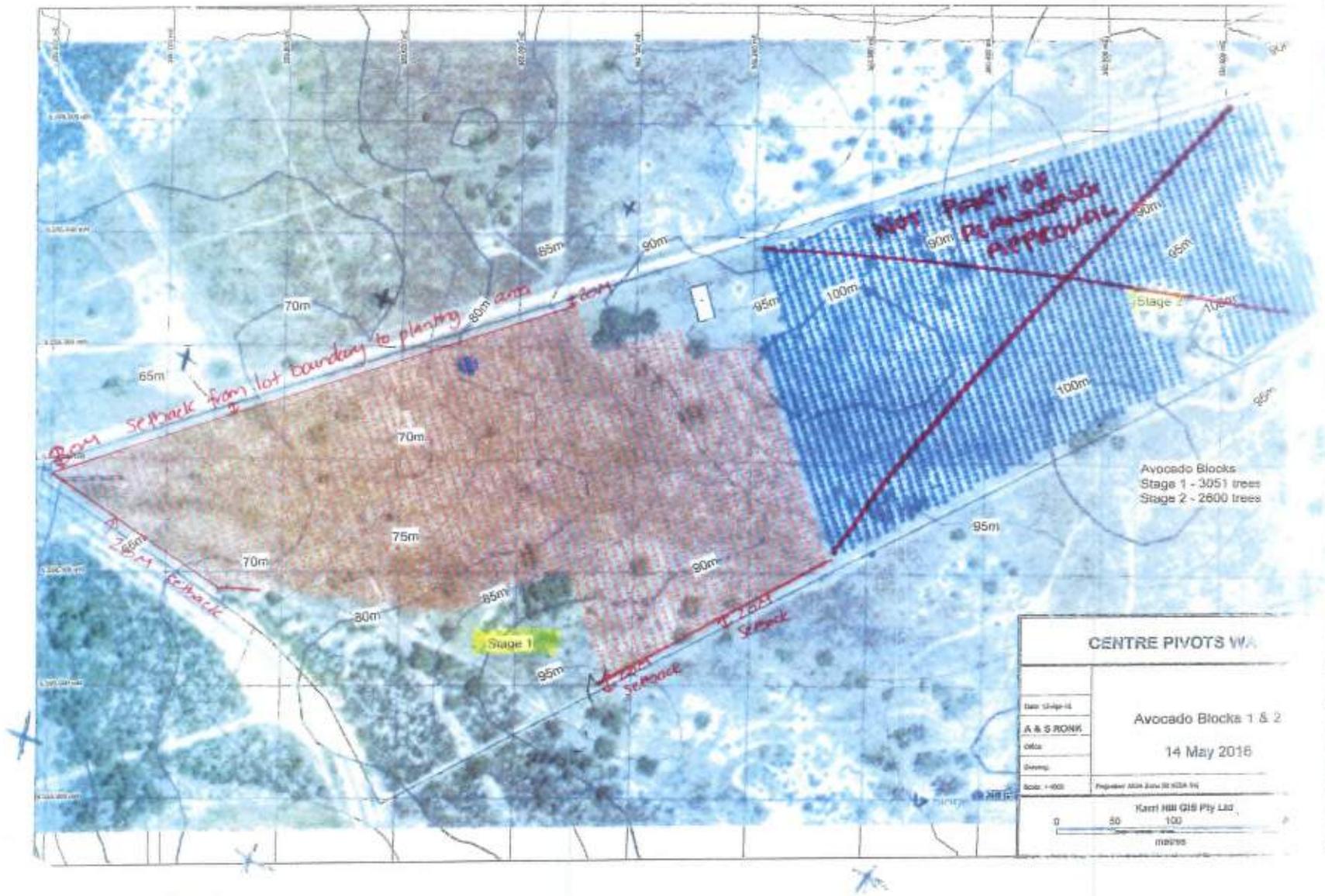
I will only spray when there is nil wind and when the wind is in the quarters of easterly through to northerly through to westerly .In these winds spray drift will always come back onto my orchard. An addition to this is that the nozzles used in this operation are large droplets so a bare minimum id lost to fine mist further decreasing any spray drift.

A further comment from our agronomist is that our orchard is designed to run north south. For any spray drift to escape it can only escape on a direct southerly. In simple terms a mature orchard will protect our neighbours from a S/E and S/W wind minimizing effects totally.

I cannot reiterate enough how our neighbours health and happiness means to us.

However we need to live as well

Cheers Glenn



3/10/2017

Bidaminna Pl - Google Maps

Google Maps Bidaminna Pl

LANDSCAPING BUFFER.



Imagery ©2017 DigitalGlobe, Map data ©2017 Google 20 m

https://www.google.com/maps/@33.4550918, 151.4164607, 14.5302727, 362m/data=!3m1!1e3!1s0x2bd27d907bf684fb:0x7056783401873d8m:2!3s-31.1184923!4d115.5317905

1/1

APPENDIX 2

SCHEDULE OF SUBMISSIONS AND RECOMMENDED RESPONSES

APPLICATION FOR DEVELOPMENT APPROVAL PROPOSED AGRICULTURE INTENSIVE (AVOCADO FARM AND ORCHARD) ON LOT 255 NABAROO ROAD, COWALLA

No.	Submitter	Submission Detail	Recommended Response
1.	Ratepayer	<p>The Submitter supports the proposal and makes the following comments:</p> <ol style="list-style-type: none"> 1. <i>As Bidaminna Place is a gravel road for private use, we must enforce quarterly maintenance of road prior to approval;</i> 2. <i>My property has a bore, I do not want this proposal to affect the quality and quantity, future allocation of water and development of my property and I must be provided with assurance of this; and</i> 3. <i>Spraying of pesticide and herbicides in windy days – my property must not be affected – I have a lifestyle property, organic garden and livestock.</i> 	<p><u>Traffic Management</u> Please refer to the Traffic Management section of the Officer's report.</p> <p><u>Water Allocation</u> The Applicant has a water licence with sufficient allocation.</p> <p><u>Spray Drift</u> The Applicant has submitted a spray management plan with the proposal which the operator must comply with at all times.</p>
2.	Department of Water (DoW)	<p>The Submitter makes the following comments:</p> <p><i>The DoW has considered the proposal and has no comments to provide. The proposal is consistent with the applicants existing water license.</i></p>	Noted.

11.4. OPERATIONS

11.4.1 UNBUDGETED EXPENDITURE - LEDGE POINT COUNTRY CLUB RETAINING WALL EMERGENCY WORKS

LOCATION: LOT 744 (381) TURNER STREET, LEDGE POINT
FILE: BLD/3341
AUTHOR: ALLISTER BUTCHER - EXECUTIVE MANAGER OPERATIONS
REPORTING OFFICER: JEREMY EDWARD – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider emergency works to stabilise a portion of the limestone rock retaining wall adjacent to the Ledge Point Country Club building.

BACKGROUND

During the 2016/17 fiscal year Administration became aware of an issue regarding a sheoak tree that was growing in the limestone rock retaining wall adjacent to the Ledge Point Country Club building and causing a potential hazard due to the tree roots undermining the wall. Refer **Appendix 1** for a locality plan.

The tree was making the existing rocks of the retaining wall loose and unstable. The offending tree was subsequently removed, however the existing rock wall still remains unstable, especially on the vicinity of where the tree was removed. Refer **Appendix 2** for photos of the site.

COMMENT

The level of risk has been determined utilising the Risk Assessment and Acceptance Criteria contained within Council’s Policy 1.24 Risk Management (**Appendix 3**), as follows:

Measures of Consequence		
Area	Description	Rating
Health	Fatality, permanent disability	Catastrophic
Financial Impact	\$250,001-\$1,000,000	Major
Service Interruption	Short term temporary interruption – backlog cleared < 1 day	Minor
Compliance	Non-compliance results in litigation, criminal charges or significant damages or penalties	Catastrophic
Reputational	Substantiated, public embarrassment, high news profile, third party actions	Major

Property	Significant damage requiring internal & external resources to rectify	Major
Environment	Contained, reversible damage managed by on site response	Moderate

Measures of Likelihood		
Area	Description	Frequency
Health	Likely	The event will probably occur in most circumstances (at least once a year)
Financial Impact	Likely	The event will probably occur in most circumstances (at least once a year)
Service Interruption	Possible	The event should occur at some time (at least once in 3 years)
Compliance	Likely	The event will probably occur in most circumstances (at least once a year)
Reputational	Likely	The event will probably occur in most circumstances (at least once a year)
Property	Likely	The event will probably occur in most circumstances (at least once a year)
Environment	Possible	The event should occur at some time (at least once in 3 years)

Risk Matrix			
Area	Consequence Rating	Likelihood Rating	Risk
Health	Catastrophic	Likely	Extreme
Financial Impact	Major	Likely	High
Service Interruption	Minor	Possible	Moderate
Compliance	Catastrophic	Likely	Extreme
Reputational	Major	Likely	High
Property	Major	Likely	High
Environment	Moderate	Possible	Moderate

Based on the above risk framework, it is therefore determined that the wall in its current state represents a high risk to the Shire of Gingin. Administration therefore presents the following options for Council's consideration:

Option 1: Undertake emergency repairs to the portion of the retaining wall causing the most concern (approximately six metres in length) where the tree was located and subsequently removed (a structural engineer has advised that the existing embankment/wall would need to be repaired as soon as possible to ensure that further erosion does not take place); or

Option 2: Replace the entire existing limestone rock wall (77m) with an engineered and structural reconstituted limestone block wall.

Option 1 would have no effect on the assessed risk rating, whereas Option 2 would reduce the risk rating to low (rare likelihood of occurrence and major consequence).

The estimated cost to implement Option 1 is \$4,500 (excluding GST), with Option 2 being costed at \$96,250.

In either case, the proposed works will need to be subject to a building approval to ensure the structural integrity of the wall.

Administration is of the view that, due to the close proximity of the new financial year (three months), it may be prudent to proceed with Option 1 at this point, with a view to considering the replacement of the entire wall (Option 2) in the 2017/18 financial year. It is noted that although the majority of the wall outside the currently affected area does not seem to be of concern at this point, it is more than likely that it will deteriorate and require attention in the near future and therefore it may be prudent to address the issue in the next financial year.

STATUTORY ENVIRONMENT

Local Government Act 1995

Part 6 – Financial Management

Division 4 – General financial provisions

Section 6.8 – Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Council Policy 3.10 - Purchasing Policy

Council Policy 1.24 – Risk Management

BUDGET IMPLICATIONS

There has not been any allocation for either Option 1 (\$4,500 excluding GST) or Option 2 (\$96,250 excluding GST) in the 2016/17 budget.

The Playground Repairs/Maintenance allocation within Council's adopted 2016/17 budget has a current balance of \$11,792 with a year to date expenditure of \$1,872. There are no other funds currently available to undertake the proposed repairs, and therefore it is suggested that the required amount of \$4,500 be sourced from the Playground Repairs/Maintenance Budget, as follows:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
11305525	Playground Repairs/Maintenance	\$11,792	\$7,292	-\$4,500
NEW	Ledge Point Country Club Retaining Wall	\$0	\$4,500	\$4,500
Net Effect				NIL

This reallocation will retain sufficient funds in the Playground Repairs/Maintenance account to undertake necessary playground maintenance works as required during the 2016/17 financial year.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS – ABSOLUTE MAJORITY**RECOMMENDATION**

It is recommended that Council:

1. Agree to undertake emergency stabilisation repairs to the damaged section of the limestone retaining wall adjacent to the Ledge Point Country Club; and
2. Fund the project by amending it's adopted 2016/17 Budget in accordance with the following table:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
11305525	Playground Repairs/Maintenance	\$11,792	\$7,292	-\$4,500
NEW	Ledge Point Country Club Retaining Wall	\$0	\$4,500	\$4,500
			Net Effect	NIL

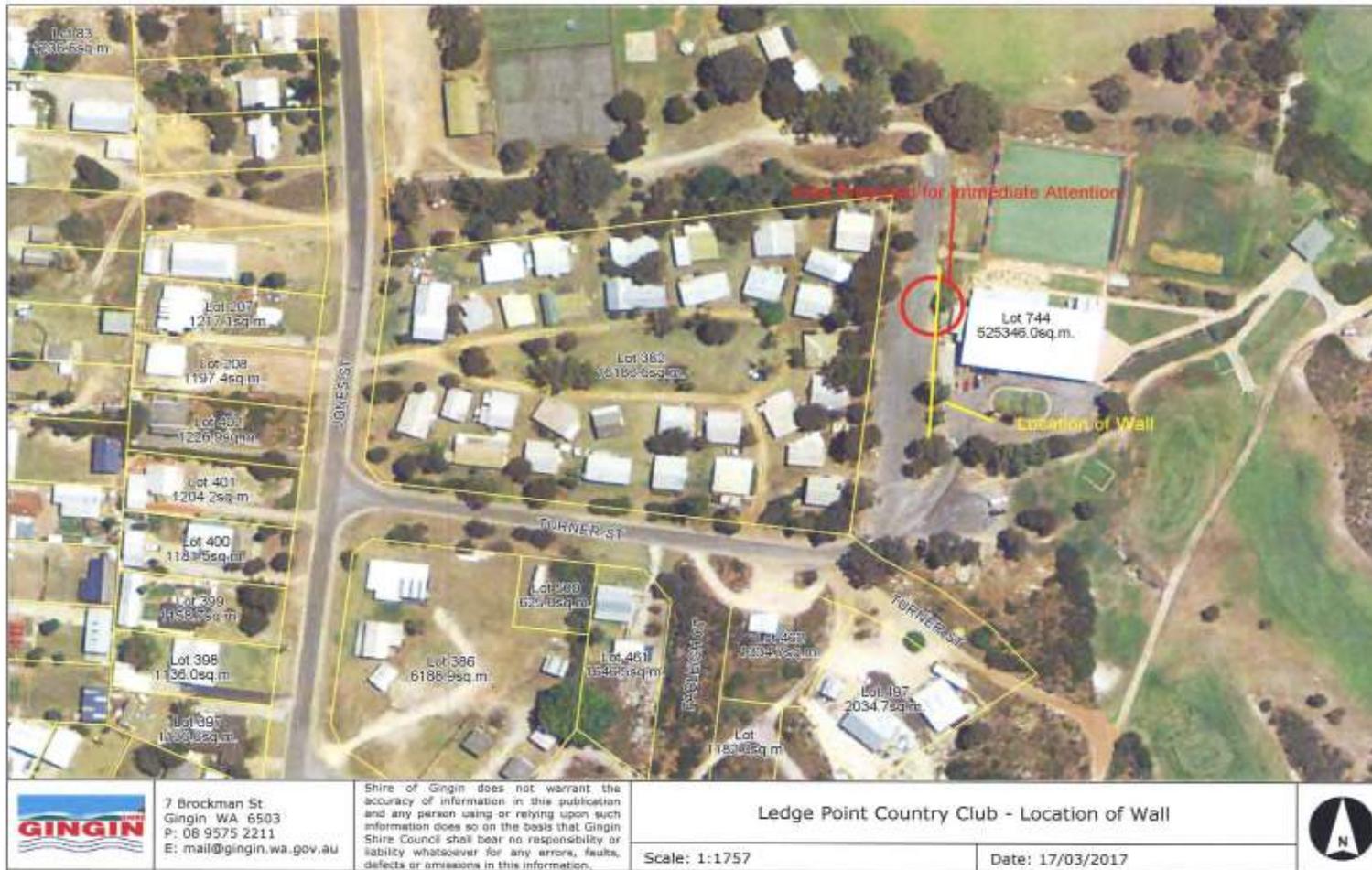
RESOLUTION**Moved Councillor Court, seconded Councillor Elgin that Council:**

1. **Agree to undertake emergency stabilisation repairs to the damaged section of the limestone retaining wall adjacent to the Ledge Point Country Club; and**
2. **Fund the project by amending it's adopted 2016/17 Budget in accordance with the following table:**

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
11305525	Playground Repairs/Maintenance	\$11,792	\$7,292	-\$4,500
NEW	Ledge Point Country Club Retaining Wall	\$0	\$4,500	\$4,500
			Net Effect	NIL

CARRIED BY ABSOLUTE MAJORITY**9-0**

APPENDIX 1



APPENDIX 2

LEDGE POINT COUNTRY CLUB
LIMESTONE RETAINING WALL – SITE PHOTOS (15/03/2017)





APPENDIX 3



Appendix A – Risk Assessment and Acceptance Criteria

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non-compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$250,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$250,001 - \$1,000,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$1,000,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact



Measures of Likelihood			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)



Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to critical monitoring.	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring.	Operational Manager
HIGH	Unacceptable Escalate	Risk unacceptable with controls in place, managed by specific procedures and subject to critical monitoring.	Operational Manager
EXTREME	Unacceptable	Risk very unacceptable with inadequate controls, all deficiencies must be remediated and supervised review procedures implemented to reduce the risk to an acceptable level.	DEP / Manager

Existing Controls Ratings		
Rating	Foreseeable	Description
Effective	There is little scope for improvement.	Processes (Controls) operating as intended and / or aligned to Policies & Procedures; are subject to ongoing maintenance and monitoring and are being continuously reviewed and tested.
Adequate	There is some scope for improvement.	Whilst some inadequacies have been identified; Processes (Controls) are in place, are being addressed / complied with and are subject to periodic review and testing.
Inadequate	A need for corrective and / or improvement actions exist.	Processes (Controls) not operating as intended, do not exist, or are not being addressed / complied with, or have not been reviewed or tested for some time.

11.4.2 CAPITAL ROADWORKS - UNDER BUDGET EXPENDITURE FOR CULLALLA ROAD

LOCATION: SHIRE OF GINGIN
FILE: FIN/46-1617
AUTHOR: ALLISTER BUTCHER - EXECUTIVE MANAGER OPERATIONS
REPORTING OFFICER: JEREMY EDWARDS – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017

OFFICER INTEREST DECLARATION

The Executive Manager Operations has disclosed a Proximity Interest in Item 11.4.1 due to the fact that he owns property on Red Gully Road.

PURPOSE

To consider the under expenditure for the capital road works on Cullalla Road.

BACKGROUND

Cullalla Road is part of the Federally-funded Roads to Recovery works for 2016/17. Capital road works have been budgeted in 2016/17 for resheeting of the road as the existing gravel has reached the end of its life and is required to be renewed. The current standard of Cullalla Road is a gravel paved road.

The section of Cullalla Road that has been budgeted for resheeting in 2016/17 commences at the end of the seal at the Cullalla Feedlot (Standard Longitudinal Kilometre (SLK) 2.50; approximately 2.5 kilometres from Mooliabeenee Road) and continues for 3.41 kilometres to the north (SLK 5.91; approximately 600m north of Barn Road). This project has now been completed and the works have come in under budget.

The resheeting works are made up of direct costs (contractor or material costs) and indirect costs (wages, overheads and plant allocations). Direct costs are restricted and need to be managed within projects to ensure that projects remain on target. Indirect costs are spread throughout the budget and variances occur within budgets (some under and some over) and they balance out at the end of the year as these are the total fixed wages and plant operating costs that are allocated to the entire budget.

The 2016/17 budget allocation (excluding GST) and actual expenditure for the Cullalla Road resheet are as follows:

Account No.	Road Name		2016/17 Budget	2016/17 Actuals	Variance
12259339	Cullalla Road	Indirect Costs	\$190,593	\$94,785	\$95,808
		Direct Costs	\$281,532	\$143,050	\$138,482
		TOTAL	\$472,125	\$237,835	\$234,290

The reasons for being under budget for this project are as follows:

1. The budget allocation allowed for the use of gravel sourced from B and J Catalano's gravel pit on Great Northern Highway near Wandena Road in Muchea. However, this resource became unavailable after the budget had been adopted and therefore it was decided to use gravel from the Shire's Wannamal Road West block (Lot 5450). This has markedly reduced the direct costs. There is approximately \$12/T (excluding GST) difference in the cost to use the Shire's own resource (contractor cost to push up and screen gravel) from the Shire's gravel pit when compared to Catalano's contracted price of gravel picked up from their gravel pit.
2. The Wannamal Road West pit is located 15 kilometres closer (one way) than Catalano's gravel pit, leading to a marked reduction in time to complete the works. This has meant reduced direct and indirect costs due to the reduction in length of time to complete the works. The project was budgeted to be completed in 20 days but has only taken 12 days with the improved operating efficiencies.
3. The gravel from Catalano's gravel pit was proposed to be used as it is of a higher grade than the Shire's gravel, but it is also more expensive. The original decision to use a higher standard of gravel was based on the high maintenance costs encountered over the last four years (approximately \$200,000 from 2012/13 to 2015/16). However, the gravel used for the resheeting works from the Wannamal Road West pit is of sufficient quality (and depth) to provide a 15 to 20 year life of asset (preferred asset life for an unsealed road) with current traffic volumes.

The identified improved efficiencies for this project in work methods will be tested and carried forward in to other projects if appropriate.

COMMENT

The following options are available to Council in dealing with the under expenditure for Cullalla Road:

- Option1: Extend the existing works so as to fully expend the budgeted amount on that road over a greater distance (additional 2.33km), essentially renewing a greater length of unsealed asset than programmed; or
- Option 2: Reallocate the variance to the next project/s that were unable to obtain funding in the 2016/17 Capital Roadworks Program as they were 'below the line' of funding.

It is Administration's view that the first option is the preferred option to deal with the unbudgeted expenditure for the following reasons:

- Cullalla Road is a busy road providing an integral link for heavy vehicles providing feed and agricultural produce (chemicals, fertiliser, lime, etc) to producers on this road and allowing producers to bring in and send out produce.

- Cullalla Road has had more funds spent on maintenance of the unsealed section than any other unsealed road in the Shire so far in 2016/17 (year to date expenditure of \$32,914), therefore any unsealed road renewal on Cullalla Road will reduce the ongoing maintenance costs for this asset in to the future. The reason for the expense is to repair pavement failures (potholes and blowouts) and to grade out corrugations caused by the loss of fine particles from the gravel paved surface.
- Extending the resheet works on Cullalla Road by any amount would greatly reduce maintenance costs by reducing the amount of staff time (and subsequently expenditure) spent on maintenance grading and patching pavement failures. (The Shire has spent a total of \$140,239 on maintaining the unsealed surface of Cullalla Road from 2014/15 to 2016/17.)
- The next priority section of Cullalla Road is from the intersection of Wannamal Road South eastwards for the proposed 2.33km. The Shire spends a total of up to three weeks on patching the gravel pavement on this section of Cullalla Road per annum (at an approximate cost of \$10,000 to \$20,000 p.a.). This section of road was last renewed in 1990 (as per the Shire's road asset management software) and has therefore reached the end of its 20-25 year life of asset.
- The Cullalla Road resheet project was deemed by Council to be one of the highest priorities for works and was therefore given funding to have works undertaken on it for 2016/17.

Council is advised that, although the length of the proposed works is less than the works already undertaken, the cost to complete this component will be similar because of the demands of the local topography and the need for additional shoulder and verge works.

If the first option is approved by Council then the allocation for Cullalla Road would be:

Account No.	Road Name		16/17 Budget	16/17 Proposed	Variance
12259339	Cullalla Road	Indirect Costs	\$190,593	\$186,543	\$4,050
		Direct Costs	\$281,532	\$281,532	NIL
		TOTAL	\$472,125	\$468,075	\$4,050

There is an under expenditure of \$4,050 for indirect costs for option 1 and this amount will be expended as additional shoulder works on Cullalla Road with staff and plant only (indirect cost), this will mean a nil net effect on the indirect costs. There is nil net effect on the budget for the direct costs. The locality plan for the completed works and proposed works is provided as **Appendix 1**.

It is Administration's view that the second option is the least preferred option for the following reasons:

- It allows other road assets around the Shire to receive much needed works. However the projects above the funding line (Cullalla Road) were deemed to be of higher priority than projects 'below the funding line';

- Cullalla Road has received the resheeting works allocated for this asset in the 2016/17 budget;
- In this instance the next road to obtain funding would be Red Gully Road. The proposed works are resheeting works from 150m east of Fynes Road intersection eastwards for a length of 7.49km. As per the comments on the 2016/17 Capital Roadworks Program, this section of Red Gully Road has a pavement that is very thin and the existing unsealed surface is extremely slippery and dangerous when wet. The Red Gully Road resheeting works have been budgeted with indirect costs of \$184,298 and direct costs of \$272,907 and a grand total of \$457,205 (all excluding GST). The extent of the works could be reduced to reflect the under budget variance for the Cullalla Road resheeting works (total of \$234,290) which would reduce the length of works to 3.80 kilometres for a total project cost of \$232,000 (\$93,518 indirect costs and \$138,482 direct costs).

If the second option was approved then the allocations would be:

Account No.	Road Name	Budgeted Length of Works (km)	Proposed Additional Length of Works (km)	Indirect Costs	Direct Costs	Total
12259339	Cullalla Road	3.41	Nil	\$94,785	\$143,050	\$237,835
NEW	Red Gully Road	7.49	3.80	\$93,518	\$138,482	\$232,000
TOTAL				\$188,236	\$281,532	\$469,835
NET EFFECT ON BUDGET				-\$2,357	NIL	-\$2,357

There is an over expenditure of \$2,357 for indirect costs for option 2 and this amount will be dealt with by reducing the shoulder works undertaken by Shire staff (indirect cost only), this will then mean a nil net effect on the indirect costs. There is nil net effect on the budget for the direct costs. A locality plan is provided as **Appendix 2**.

As Cullalla Road is funded by the Roads to Recovery Program, if the second option was Council's preferred option then the proposed section of Red Gully Road for resheeting would be required to be funded by Roads to Recovery.

STATUTORY ENVIRONMENT

Local Government Act 1995
Part 6 – Financial Management
Division 4 – General financial provisions
Section 6.8 – Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Should the first option be adopted the following budget implications would be:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259339	Cullalla Road (RTR) SLK 2.50-5.91 & 13.17-15.50	\$472,125 (\$190,593 indirect; \$281,532 direct)	\$472,125 (\$190,593 indirect; \$281,532 direct)	NIL
Net Effect				NIL

There is no material impact to the Council's 2016/17 adopted budget for Option 1.

Should the second option be adopted the following budget implications would be:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259339	Cullalla Road (RTR) SLK 2.50-5.91	\$472,125 (\$190,593 indirect; \$281,532 direct)	\$237,835 (\$94,785 indirect; \$143,050 direct)	\$234,290
NEW	Red Gully Road (RTR) SLK 6.45-10.25	NIL	\$234,290 (\$91,162 indirect; \$138,482 direct)	-\$234,290
Net Effect				NIL

A budget amendment would be required for Option 2 so that the new project of Red Gully Road could be added and the cost of Cullalla Road be reduced.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>3. Built Environment</i>
Objective	<i>3. To effectively manage growth and provide for community</i>
Outcome	<i>3.1 Meet transport infrastructure and service needs</i>
Strategy	<i>3.1.1 Effective integrated transport planning and implementation in partnership with State and Federal Government Agencies.</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RECOMMENDATION

It is recommended that Council agree to:

1. Extend the existing gravel resheeting works for Cullalla Road for 2.33km eastwards from the Wannamal Road South intersection at Standard Longitudinal Kilometre (SLK) 13.17 to SLK 15.50; and
2. Amend the 2016/17 Capital Roadworks Program description of works as per the table below:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259339	Cullalla Road (RTR) SLK 2.50-5.91 & 13.17-15.50	\$472,125 (\$190,593 indirect; \$281,532 direct)	\$472,125 (\$190,593 indirect; \$281,532 direct)	NIL
Net Effect				NIL

RESOLUTION

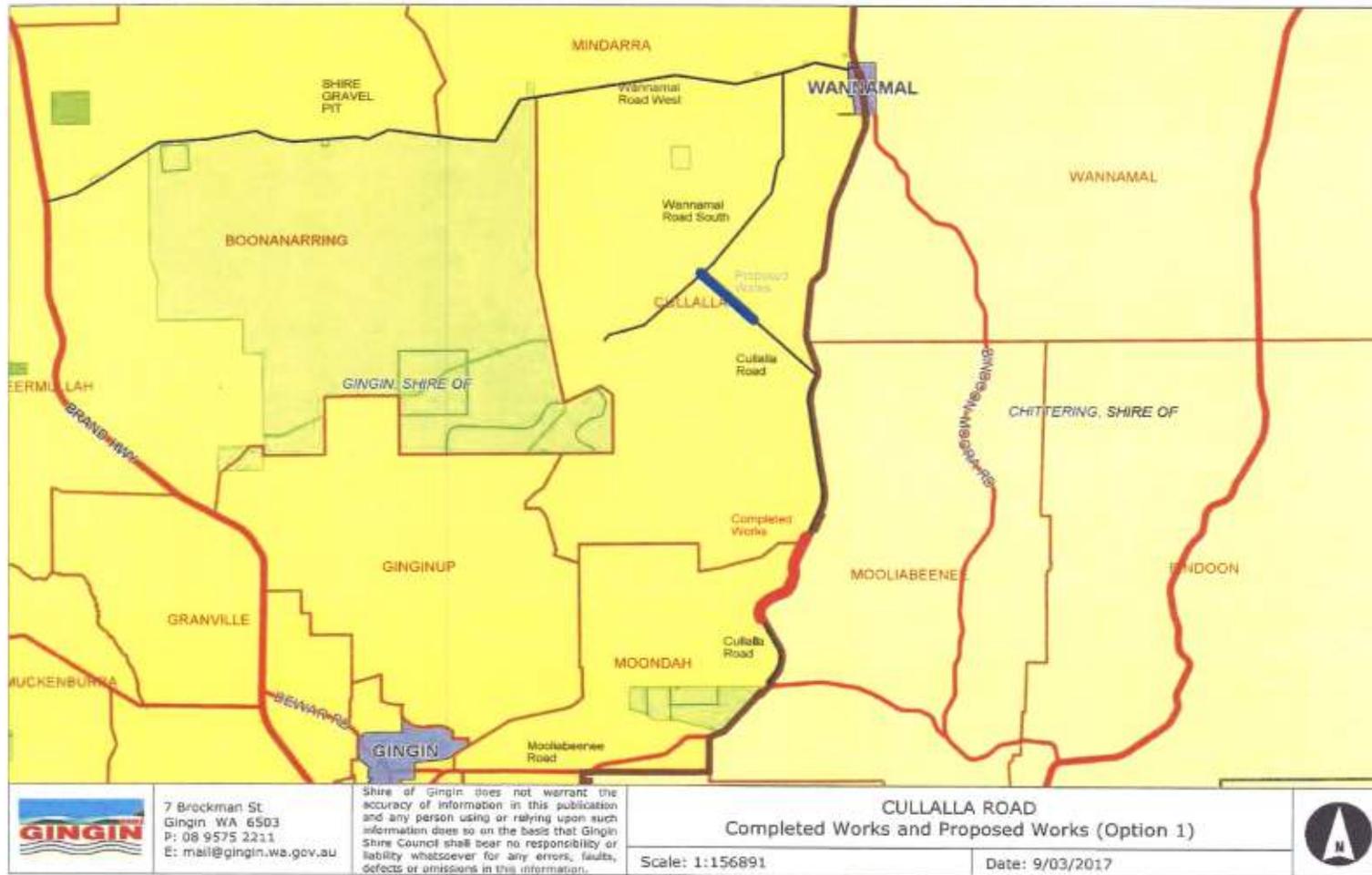
Moved Councillor Fewster, seconded Councillor Ammon that Council agree to:

1. Extend the existing gravel resheeting works for Cullalla Road for 2.33km eastwards from the Wannamal Road South intersection at Standard Longitudinal Kilometre (SLK) 13.17 to SLK 15.50; and
2. Amend the 2016/17 Capital Roadworks Program description of works as per the table below:

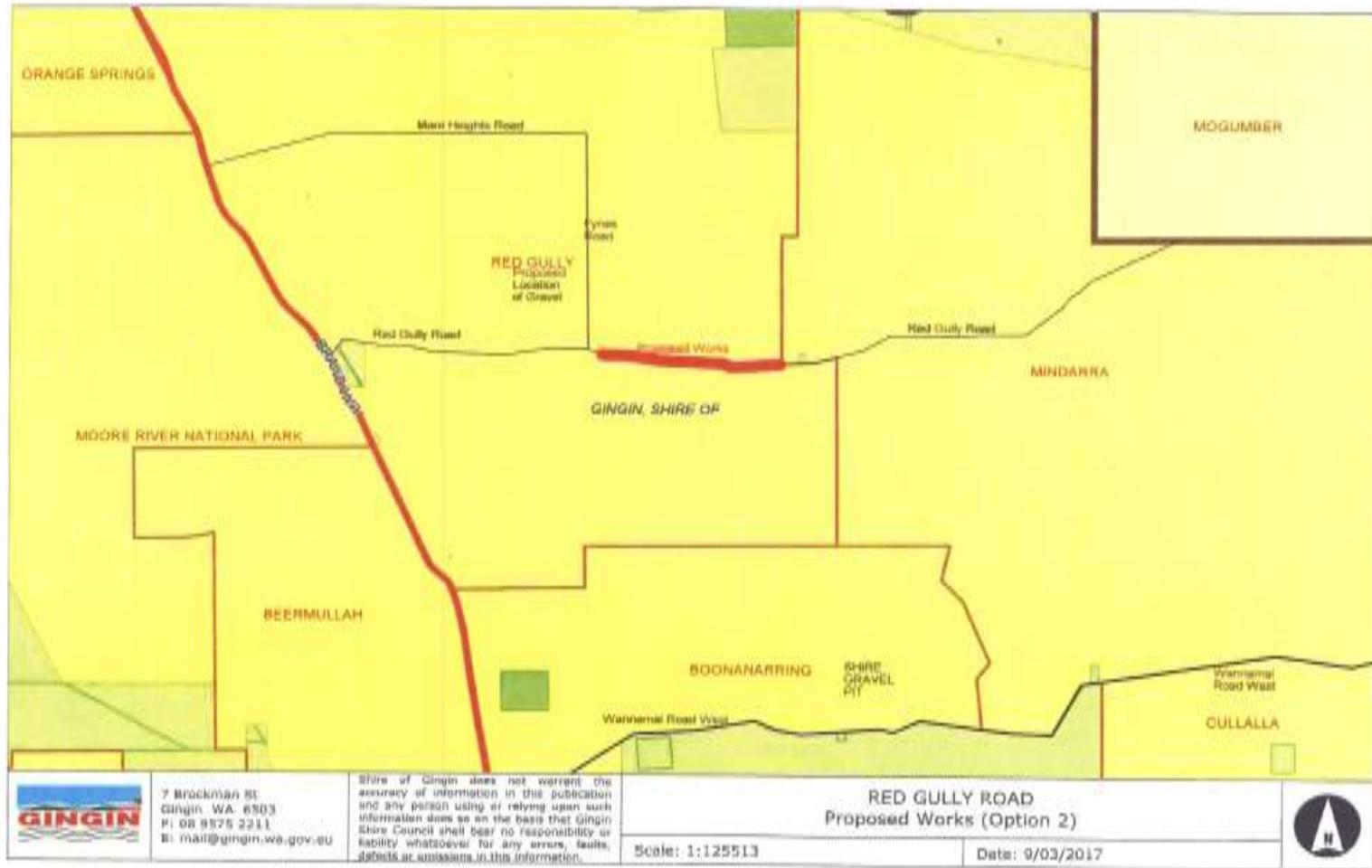
Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259339	Cullalla Road (RTR) SLK 2.50-5.91 & 13.17-15.50	\$472,125 (\$190,593 indirect; \$281,532 direct)	\$472,125 (\$190,593 indirect; \$281,532 direct)	NIL
Net Effect				NIL

CARRIED UNANIMOUSLY

APPENDIX 1



APPENDIX 2



11.4.3 SEABIRD ROAD ASSET RENEWAL

LOCATION: SHIRE OF GINGIN
FILE: RDS/10
AUTHOR: ALLISTER BUTCHER - EXECUTIVE MANAGER
OPERATIONS
REPORTING OFFICER: JEREMY EDWARDS – CHIEF EXECUTIVE OFFICER
REPORT DATE: 21 MARCH 2017

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider the scope of asset renewal works for Seabird Road in the 2016/17 Capital Roadworks Program.

BACKGROUND

Seabird Road has been on the Draft Capital Roadworks program for a number of years and has been unable to obtain funding to renew the asset through the budget process. The proposed asset renewal works have been to reseal the sealed asset from Indian Ocean Drive (IOD) to Williams Way for a total length of 5.32km (43,324m²).

The existing sealed surface is a single seal consisting of one layer of bitumen and aggregate.). Generally, best practice dictates that single sealed roads need to be resealed within five years of the application to ensure longevity of the asset. However, Seabird Road was originally sealed in 1974 and, according to the Shire's asset management records, has not been resealed since. Under these circumstances, this road has held up exceptionally well. Generally speaking, a sealed road's pavement asset life is 40 years, however some pavements can last longer dependant on vehicle movements (fewer vehicles prolong a pavement's life).

As the sealed surface breaks up and potholes, this allows water to enter the base course under the sealed surface and then further deteriorates the surface leading to increased patching being required in a vicious circle. It is evident that this cycle is currently occurring on Seabird Road in its current state. Once water is under the seal, subsequent asset renewal works on the sealed surface (resealing) will not solve the issue of the water already present in the base course; however, it will stop any more water entering the base course.

The maintenance costs (for sealed road maintenance) for Seabird Road over the last few years have been:

2016/17 (YTD)	\$7,200
2015/16	\$15,119
2014/15	\$3,178
2013/14	\$4,966
2012/13	\$1,135
2011/12	\$2,591

In 2015/16 the Shire, in partnership with the State Government, undertook coastal erosion mitigation works at Seabird in the form of a seawall, requiring the transporting of approximately 22,000 tonnes of limestone rock and involving in the vicinity of 800 to 1,000 loaded heavy vehicle movements into Seabird on Seabird Road.

In planning the project, that the potential for Seabird Road to deteriorate at an advanced rate due to the volume of material being transported on it was identified.

Over the period starting just prior to the works commencing until now, the Shire has undertaken approximately \$22,000 (excluding GST) worth of maintenance works on Seabird Road.

There are a number of asset renewal works that were considered to be undertaken providing differing levels of service at vastly different budgetary amounts. The proposed renewal works and anticipated budget amounts (all excluding GST) are as follows:

- Reseal (5.32km) \$ 243,697
- Micro-surfacing (5.32km) \$ 649,860
- Full pavement reconstruction (5.32km) \$1,969,390

Council resolved to allocate \$650,000 (excluding GST) in the 2016/17 budget for Seabird Road prior to the seawall being completed to ensure sufficient funds for remedial/renewal works on the road. This decision was made on the proviso that, should Seabird Road only require a reseal, then the remaining funds would be redistributed to resealing of other Shire sealed road assets.

The seawall works have now been completed and the sealed surface of Seabird Road has handled the additional heavy traffic amazingly well. An investigation has been undertaken on the remaining pavement strength of the Seabird Road pavement with the following findings:

- Generally, the pavement strength is acceptable for a 42 year old. Most readings had a base course strength/stiffness of high to medium-high with only a couple of readings that dipped in to the low-medium range.
- There is a section which is showing signs of some stress (in the low-medium and lower end of the medium-high range), being a section of 600m located 150m west of the Seabird Landfill Site entrance and extending westwards (starting 2.8km from the intersection of Seabird Road and Indian Ocean Drive (IOD) and finishing 3.4km from the same intersection).

- Several further areas registered in the low-medium range, located 200m west of IOD, 1.0km west of IOD and 3.1km west of IOD. The areas located at 200m west of IOD and 1.0km west of IOD may be accounted for as anomalies, as they are isolated within areas that are around sections of road with readings in the upper end of the medium-high pavement range and high range for pavement strength. The dip in pavement strength located at 3.1km west of IOD is of most concern as it is grouped with readings that are in lower end of the medium-high pavement strength range.

These findings were discussed by Council at its Concept Forum on 17 January 2017.

COMMENT

Based on the pavement strength readings and findings above, the following asset renewal options for Seabird Road are provided for Council's consideration:

Reseal (5.32km)	\$245,000 (100% direct cost)
Micro-surfacing (5.32km)	\$650,000 (100% direct cost)
Full pavement reconstruction and widen pavement to 12m and seal to 8m (5.32km)	\$1,970,000 (\$1.35m direct cost & \$620k indirect cost)
Reseal 4.72km and reconstruct (including widen pavement to 12m and seal to 8m) for the 600m weaker pavement area	\$545,000 (\$420k direct cost & \$125k indirect cost)
Profile edge of seal to obtain continuous seal width and asphalt shoulders to obtain 8m sealed surface (reseal retained middle section of seal; as per Ledge Point Rd)	\$850,000 (\$575k direct cost & \$275k indirect cost)
Asphalt Refuse Site entrance and Seabird Road	\$60,000 (100% direct cost)

The cost to reconstruct the 600m section of weaker pavement is substantially higher than the full length (5.32km) reconstruction rate due to the economies of scale encountered by reconstructing a large section over road over a small section.

Council should be mindful of the fact that the current 2016/17 Budget has a 100% direct cost allocation of \$650k (no indirect cost allocations). If any additional projects that Council may consider have either a higher direct cost or any indirect costs allocated to them, then these costs will need to be sourced from within the current budget.

The asset renewal works above have the following advantages and disadvantages:

RESEAL

Advantages

- Cost effective per m²;
- Covers existing sealed surface with waterproof (bitumen) membrane disallowing water to enter the base course (reduced potholes); and
- Works can be completed in 2-3 days.

Disadvantages

- Does not remove existing rough (patched) running surface;
- Pavement deficiencies are reflected through new sealed surface;
- Does not remove edge breaks without extensive shoulder works;
- Will not solve the issue of the water already present in the base course (weakening the base course), but will, however, stop any more water entering the base course;
- Retains existing seal width of 7.2m;
- Does not renew pavement under seal (if pavement has reached end of life it will still need renewal in the near future); and
- Seal asset renewal life of approximately 15-20 years (\$12,184/year for entire length of road).

MICRO-SURFACING

Advantages

- With surface corrections removes rough running surface (micro-surfacing installed on Brand Highway between Iluka and Wallering Road in Gingin Shire);
- Can be installed at a depth of approximately 12mm thick;
- Provides an asphalt (smooth) looking surface which will enhance the driving experience into Seabird;
- Covers existing sealed surface with waterproof (bitumen/emulsion) membrane disallowing water to egress the pavement (reduced potholes);
- Works will take between 1-2 weeks to complete; and
- Micro-surfacing asset renewal life anticipated to be approximately 25-30 years (\$21,662/year for entire length of road).

Disadvantages

- Reduced skid resistance (somewhat) compared to bitumen sealed surface (with exposed aggregate);
- Retains existing sealed road width of 7.2m (approximately);
- Maintenance may be required within 10 years due to aged existing pavement still present under micro-surfacing; and
- Does not renew pavement under micro-surfacing (if pavement has reached end of life it will still need renewal in the near future).

PAVEMENT RECONSTRUCTION

Advantages

- Removes existing rough running surface;
- Removes all edge breaks;
- Minimal to no maintenance required for life of asset if asset renewal (reseal) carried out at appropriate intervals (15-20 years);
- Proposed pavement design (120mm compacted limestone and 100mm compacted thickness gravel) provides for a high level of surface taking into consideration proposed development north of Seabird and therefore high standard of road for existing (and future) Seabird residents;
- Renews pavement and sealed surface;

- Pavement asset renewal life anticipated to be approximately 40-50 years (\$48,387/year includes two reseals for entire length of road) with a sealed road asset life (on top of pavement) of 15-20 years (i.e. the seal will need to be resealed in 15-20 years' time).

Disadvantages

- High cost to install (\$1.9m entire length);
- Project will take approximately 84 working days to complete (4.5 months);

PROFILING OF EDGE OF SEAL, INSTALL ASPHALT SHOULDERS AND RESEAL REMAINING SEAL

Advantages

- Increases the seal width to 8m;
- Widens the unsealed shoulders; and
- Same standard as Ledge Point Road (coastal town access).

Disadvantages

- Maintenance may be required into the future due to aged existing pavement still present in centre of the road; and
- Does not renew pavement in centre of road (if pavement has reached end of life it will still need renewal in the future).

The best long term solution is to reconstruct the entire width of the road, widen the shoulders and increase the sealed width to eight metres so that the Shire may get in excess of 40 years out of the newly reconstructed pavement (with programmed resealing which has not been the case previously). However, at a price tag of nearly \$2m to complete in one year (approximately 60% of the entire capital roadworks budget) this may not be palatable. The other option would be to complete the full reconstruction works in a two to three year period.

Administration's preference is for either of the following options:

Option 1: The profiling and asphaltting works (similar to Ledge Point Road) at a cost of \$850,000 (\$575k direct cost & \$275k indirect cost); or

Option2: Reseal the existing 4.72km and reconstruct the section of road (600m) with the weaker pavement strength at a cost of \$605,000 (\$480k direct cost & \$125k indirect cost).

The budget implication for option 1 above is that there is a saving of \$75,000 in direct costs, meaning that those savings could be spent on resealing other Shire sealed road assets on the (resealing) excess projects list from the 2016/17 Capital Roadworks Program in order of priority. The \$275,000 indirect costs would need to be sourced from the roads maintenance accounts. For example, if staff are working on capital project/s then this would be directly offset from the road maintenance accounts (sealed or unsealed) as they are not performing maintenance tasks on these assets.

The budget implication for option 2 above is that there is a saving of \$170,000 in direct costs, meaning that those savings could be spent on resealing other Shire sealed road assets on the (resealing) excess projects list from the 2016/17 Capital Roadworks Program in order of priority. The \$125,000 indirect costs would need to be sourced from the roads maintenance accounts as explained above.

Either way, the Seabird Landfill Site entrance needs to be asphalted, as some of the worst potholing of the existing seal is found at this entrance due to the frequency of turning vehicles. The asphaltting of the shoulders is in keeping with the current standard of Ledge Point Road, albeit the existing sealed surface of Seabird Road is in worse condition than Ledge Point Road (Ledge Point Road has had some resealing works on it since the initial seal in 1970). Both of the preferred options include a \$60,000 direct cost to asphalt the Seabird Landfill Site entrance, hence the \$60,000 variance from the costs listed in the Background of this report.

The next projects for resealing (in order of priority) from the projects below the funding line are (all excluding GST):

• Melaleuca Ave (RP)	\$31,150
• Constable Street (GG)	\$5,512
• Barragoon Road (WD)	\$51,879
• Bateman Way (LA)	\$5,053
• Craig Sandy Way (SP)	\$4,594
• Ashby Rd (GG)	<u>\$165,291</u>
TOTAL	\$263,479

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Council Policy 3.10 - Purchasing Policy

BUDGET IMPLICATIONS

The budget implication for option 1 above is that the total project cost is \$850,000 including a total over budget expenditure of \$200,000. The breakdown of the project is \$575,000 in direct costs (a saving of \$75,000 in direct costs, which is off-set by \$75,000 of additional resealing works) and \$275,000 in indirect costs (currently unbudgeted but sourced from existing road maintenance accounts).

The unbudgeted indirect costs could be funded through reallocation from the Sealed Road and Gravel Road Maintenance Accounts. The Sealed Road Maintenance Account has a budget of \$610,046 with a Year to Date expenditure of \$259,596. The Gravel Road Maintenance Account has a budget of \$622,448, with a Year to Date expenditure of \$280,485. The discrepancy in budgeted and actual expenditure for these accounts is largely due to the fact that a significant proportion of planned maintenance works are carried out late in the financial year when conditions are suitable.

It should be borne in mind that although additional expenditure in relation to indirect costs will be incurred on Seabird Road, this will be offset to an extent by a decrease in the scheduled road maintenance program that will be necessitated by commitment of resources to this project.

Option 1 could be funded as per the table below:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259348	SB - Seabird Road	\$650,000	\$850,000	-\$200,000
12205119	General Maintenance – Sealed Roads	\$610,046	\$473,046	\$137,000
12205118	General Maintenance – Gravel Roads	\$622,448	\$484,448	\$138,000
NEW	Melaleuca Avenue (RP)	\$0	\$31,150	-\$31,150
NEW	Constable Street (GG)	\$0	\$5,512	-\$5,512
NEW	Barragoon Road (WD)	\$0	\$38,338	-\$38,338
			Net Effect	NIL

The budget implication for option 2 above is that that the total project cost is \$605,000 with a total saving of \$45,000. The breakdown of the project is \$480,000 in direct costs (a saving of \$170,000) and \$125,000 for indirect costs (currently unbudgeted). Option 2 could be funded as per the table below:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259348	SB-Seabird Road	\$650,000	\$605,000	\$45,000
NEW	RP-Melaleuca Ave reseal	\$0	\$31,150	-\$31,150
NEW	GG-Constable St reseal	\$0	\$5,512	-\$5,152
NEW	WD-Barragoon Rd reseal (portion)	\$0	\$8,968	-\$8,698
			Net Effect	NIL

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2015-2025

Focus Area	<i>Built Environment</i>
Objective	<i>2. Meeting infrastructure needs</i>
Outcome	<i>2.1 Safe and efficient infrastructure to meet current and future needs.</i>
Strategy	<i>2.1.2 Plan the progressive improvement of road infrastructure.</i>

VOTING REQUIREMENTS – ABSOLUTE MAJORITY

RECOMMENDATION

It is recommended that Council:

1. Approve the profiling of edge of seal, installation of asphalt shoulders and resealing of remaining seal on Seabird Road; and
2. Agree to amend its Budget for the 2016/17 financial year in accordance with the following table:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259348	SB - Seabird Road	\$650,000	\$850,000	-\$200,000
12205119	General Maintenance – Sealed Roads	\$610,046	\$473,046	\$137,000
12205118	General Maintenance – Gravel Roads	\$622,448	\$484,448	\$138,000
NEW	Melaleuca Avenue (RP)	\$0	\$31,150	-\$31,150
NEW	Constable Street (GG)	\$0	\$5,512	-\$5,512
NEW	Barragoon Road (WD)	\$0	\$38,338	-\$38,338
			Net Effect	NIL

RESOLUTION

Moved Councillor Elgin, seconded Councillor Aspinall that Council:

1. **Approve the profiling of edge of seal, installation of asphalt shoulders and resealing of remaining seal on Seabird Road; and**
2. **Agree to amend its Budget for the 2016/17 financial year in accordance with the following table:**

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
12259348	SB - Seabird Road	\$650,000	\$850,000	-\$200,000
12205119	General Maintenance – Sealed Roads	\$610,046	\$473,046	\$137,000
12205118	General Maintenance – Gravel Roads	\$622,448	\$484,448	\$138,000
NEW	Melaleuca Avenue (RP)	\$0	\$31,150	-\$31,150
NEW	Constable Street (GG)	\$0	\$5,512	-\$5,512
NEW	Barragoon Road (WD)	\$0	\$38,338	-\$38,338
			Net Effect	NIL

CARRIED BY ABSOLUTE MAJORITY

9-0

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. COUNCILLORS' OFFICIAL REPORTS

Nil

14. NEW BUSINESS OF AN URGENT NATURE

Nil

15. MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

Nil

16. CLOSURE

There being no further business, the Shire President declared the meeting closed at 3:39pm.

The next Ordinary meeting of Council will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on Tuesday, 18 April 2017 commencing at 3.00pm.

Councillor D W Roe
Shire President
18 April 2017
