SHIRE OF GINGIN

HISTORY | BEAUTY | PROSPERITY

MINUTES

Ordinary Council Meeting

15 October 2024

CONFIRMATION OF MINUTES

These Minutes have been CONFIRMED by Council as the official record for the Shire of Gingin's Ordinary Council Meeting held on 15 October 2024.

Councillor L Balcombe
SHIRE PRESIDENT

Date of Confirmation: 19 November 2024

DISCLAIMER

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

ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gingin would like to acknowledge the Yued people who are the traditional custodians of this land. The Shire would like to pay respect to the Elders past, present and emerging of the Yued Nation and extend this respect to all Aboriginal people. The Shire also recognises the living culture of the Yued people and the unique contribution they have made to the Gingin region.

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ORDER OF BUSINESS

1 DECLARATION OF OPENING

The President declared the meeting open at 3:08 pm and welcomed all in attendance.

2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – C W Fewster (President), L Balcombe (Deputy President), F Johnson, R Kestel, F Peczka, E Sorensen, J Weeks and N Woods

Staff – A Cook (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), J Bayliss (Executive Manager Regulatory and Development Services), T Rush-Harvey (Governance Support Officer) and L Burt (Coordinator Governance/Minute Officer)

Gallery – There were 8 members of the public present in the Gallery.

2.2 APOLOGIES

Cr L Stewart

2.3 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

Cr Frank Peczka

Item: 14.2 Development Application – Proposed Shop (post office) – Lot 4021 (708) Ocean Farm Drive, Nilgen
Interest: Impartiality
Reason: Owner of Lancelin Post Office

Cr Wayne Fewster

Item: 19.3 Vehicle Replacement - 4GG
Interest: Financial
Reason: Family member vehicle

James Bayliss (Executive Manager Regulatory and Development Services)

Item: 19.3 Vehicle Replacement – 4GG
Interest: Financial
Reason: Usage forms part of remuneration package.

4 PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

4.1.1 Martin Aldridge - Lennard Brook
OCM 17 September 2024 – Item 4.2.1 Polyphagous Shot-hole Borer

Q1. Noting that the quarantine area has been extended to the entire metropolitan area, and given the Shire of Gingin's proximity to this area, what additional measures have been put in place to mitigate risks associated with accepting plant material from within the quarantine area at waste refuse locations?

A1. The Shire's 3 landfill sites and composting facilities that accept green waste have monitoring traps in place that are checked fortnightly by the Department of Primary Industries and Regional Development (DPIRD). This arrangement has been in place for 3 years and any modification to this process will be at the direction of DPIRD.

Q2. Noting the proximity of the Gingin waste refuse site to the high value Lennard Brook horticultural area, has the Shire of Gingin sought advice from the Department of Primary Industries and Regional Development as to how best to mitigate any risk from this facility?

A2. The Gingin landfill site operates the same as Seabird and Lancelin. As outlined under Q1, trapping and monitoring have been in place for 3 years and the Shire has also undertaken increased weed control to ensure an environment conducive to the Shot-hole Borer is not present. Shire staff have spoken with officers from DPIRD and note that no changes to the current arrangement are anticipated.

Q3. If yes to (2), what was the advice received?

A3. See responses to Q1 and Q2.

Q4. Does the Shire of Gingin currently request someone seeking to deliver plant material to a waste site to confirm that the material does not come from within the quarantine area, and if not why not?

A4. Yes. Gate attendants have been instructed to ask for the origin of green waste to ensure plant material is local.

Q5. Has the Shire of Gingin altered or considered altering its green waste management procedures, including frequency of burning green waste in light of the outbreak?

A5. The Shire has not altered its green waste practices, however it is prepared to do so if recommended by either DPIRD or the Department of Water and Environmental Regulation.

4.1.2 Edward Hartman - Neergabby
OCM 17 September 2024 – Item 4.2.2 Community Satisfaction Survey

Q3. What is the cost break down of the satisfaction survey?

a. The survey company charges; and

b. The Council staff costs in relation to time required to process said information.

A3. a. $25,108.58 ex GST.

b. No record is kept of staff costs in relation to specific projects.

4.1.3 Bevan Henderson - Lancelin
OCM 17 September 2024 – Item 4.2.5 Contested Planning Decision

Q1. At the electors' meeting there was a ratepayer who stood up and suggested that they had a legal discussion with the Shire in relation to a building matter. It went to court and they spent a considerable amount of money in that process. How much money did Council spend on that case?

A1. The landowner appealed a condition of planning approval to the State Administrative Tribunal (SAT). The matter was programmed to mediation, whereby the parties reached an agreed position with respect to the conditions in dispute. The revised conditions were supported by Council and the landowner subsequently withdrew their appeal. The matter was not heard by a court as it did not progress to a hearing.

The Shire spent $6,068 in legal fees and $1,936 on planning fees in relation to this particular SAT appeal.

4.2 PUBLIC QUESTIONS

4.2.1 Kate Lane – Neergabby
Introduction of New Tip Pass System

Q1. When the new tip passes are issued, am I correct in thinking that these will introduce restrictions on the number of visits a holder may make to the tip?

Response by the President

Yes

Q2. Who initiated this restriction – was it suggested by the Executive, or by Councillors?

Response by the President

It was a recommendation from a waste disposal report prepared for Council by a consultant. It was a Council decision to go down that path.

Q3. Presumably the number of visits will be monitored, what is the cost of doing this – including initial computer software and hardware, the ongoing software licencing fee and the staff wages to undertake this task per annum?

Response by the President

Obviously there will be a cost. In the consultant's report, compared to similar regional Councils across the state it was estimated that the Shire of Gingin was missing out on approximately $800,000 in tip fees.

Q4. So you think you're going to make $800,000 on top of the rates that we pay?

Response by the President

Certainly not in the first few years, but ultimately the goal is to be closer to the income received from tip fees by other comparable local governments.

Q5. In the 2023 Public Satisfaction Survey, 95% were highly satisfied with the local rubbish tips and weekly rubbish collections – the only area (apart from libraries) with a good rating. Why have Council therefore decided to change the one good thing that was working well and pleased the community to a lesser and restrictive policy?

Response by the President

We understand your concern. We have to go down the path of closing some of the existing tips – this is being forced on us through the licensing regime by the Department of Water and Environmental Regulation. At the moment we're struggling to comply with licence conditions and that's why the Gingin and Lancelin tips will be closed and replaced with transfer stations. This all comes at a cost – the estimate for capping of the Gingin tip alone is some $3 million. Together with capping of the Lancelin tip, this has to be funded from somewhere.

4.2.2 Robert Brodie-Hall – Gingin
Council awareness of application to Racing, Gaming and Liquor

Q1. Is Council aware of an application to Racing, Gaming and Liquor for a liquor store in the new shopping centre development which states that the applicant received several letters of support from key stakeholders and elected members of state and local government? Has Council given any preliminary approval for such an application?

Response by the President

No, nothing has come to Council as yet.

Q2. Is Council aware of numerous consumer surveys completed by members of the local community where 96% of respondents supported the proposed new liquor store? If Council isn't aware of that, is it something that it should perhaps be aware of?

Response by the President

I'm unaware of any survey and Council certainly hasn't been asked to participate in any survey

Q3. Is it something that Council should be informed about if someone's doing random surveys?

Response by the President

I would assume that the Department will consult with the Shire if that's part of the process. If it came to Council then we would be made aware of it and questions would certainly be asked about the survey.

4.2.3 Edward Hartman – Neergabby
New CEO's Involvement in Hiring for Advertised Vacant Positions

Q1. What is the interview process, and will the new CEO be conducting the interviews and final selections?

Response by the President

The new CEO will certainly be involved in any positions going forward and has been involved in a couple of interviews over the last 2 weeks.

Q2. What was the process used for the appointment of Mr Bayliss to the position of EMRDS and was the new CEO involved?

Response by the President

No - the process of selecting a new CEO hadn't been commenced at the time that the EMRDS position was being filled.

5 PUBLIC STATEMENT TIME

SUBSTANTATIVE MOTION/OFFICER RECOMMENDATION

Moved: Councillor Johnson Seconded: Councillor Balcombe

That Council resolve to amend the order of business for the meeting to include Public Statement Time.

AMENDMENT MOTION

Moved: Councillor Kestel Seconded: Councillor Woods

The Council agree to amend the motion by adding the following sentence "Statements must relate to matters listed on the Agenda for today's meeting."

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

The amendment was incorporated into the Substantive Motion, which was then put.

COUNCIL RESOLUTION

Moved: Councillor Johnson Seconded: Councillor Balcombe

That Council resolve to amend the order of business for the meeting to include Public Statement Time. The Council agree to amend the motion by adding the following sentence "Statements must relate to matters listed on the Agenda for today's meeting."

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Reason for Amendment

To ensure that Public Statement Time is utilised for its intended purpose.

6 PETITIONS

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Woods

That Council confirm the Minutes of the Ordinary Council Meeting held on 17 September 2024 as a true and accurate record.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Historic Flooding at Lancelin

During Public Question Time at the September Council Meeting, Mr Ron Will from Lancelin asked a question about historic flooding in Lancelin, and wanted to know where I had obtained information about this occurring. Upon being advised that it was sourced from the book "Neergabby" by Mr Bill de Burgh, Mr Will responded that he had read the

book, and the only reference he could find to flooding related to an area south of Ledge Point.

After the meeting I revisited Mr de Burgh's book and confirmed that, on pg 99, the first sentence of the 2nd paragraph reads as follows: *The Cowalla records show that 1890 was a year of storms and very high floods and in May of that year the sea ran into the low lying land at Lancelin leaving thousands of fish stranded.*

I have written to Mr Will advising him accordingly.

CEO's Final Council Meeting

This is Mr Cook's final meeting as CEO for the Shire of Gingin. On behalf of Council I would like to extend sincere thanks to Mr Cook for his services to the Shire during his time in the position.

10 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

11 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12 REPORTS - OFFICE OF THE CEO

12.1 CORPORATE BUSINESS PLAN 2024-2028

File	COR/37
Author	Linda Fidge - Coordinator Corporate Planning
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	21 May 2024, Item 12.6
Appendices	1. Corporate Business Plan 2024-2028 (12.1.1)

DISCLOSURES OF INTEREST

Nil

PURPOSE

To adopt the draft Shire of Gingin Corporate Business Plan 2024-2028.

BACKGROUND

The *Local Government Act 1995* (s. 5.56) and supporting regulations require local governments throughout Western Australia to 'Plan for the Future' by developing a series of strategies and plans, including a Strategic Community Plan (SCP) and Corporate Business Plan (CBP), as part of the State Government's Integrated Planning and Reporting Framework for local government.

In accordance with the *Local Government (Administration) Regulations 1996* (Reg. 19DA), the Shire of Gingin is to ensure that it maintains a rolling four-year CBP, revised annually. The Corporate Business Plan is to put into action the Shire's SCP 2024-2034 (adopted by Council on 18 June 2024) and focuses on specific Actions to be undertaken over the next four years. The CBP is integrated with the Shire's Long-Term Financial, Organisation Activity, Asset Management and Workforce Plans.

The first year of the CBP, covering the 2024/25 budget year, is consistent with and reflects the Shire of Gingin's adopted budget (adopted by Council on 13 August 2024).

Regulation 19DA of the *Local Government (Administration) Regulations 1996* specifies that the Shire must meet the following CBP requirements:

(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.

(3) A corporate business plan for a district is to —

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and

(b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and

(c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.

(4) A local government is to review the current corporate business plan for its district every year.

(5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

(6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

(7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

The draft CBP 2024-2028 is attached for Council's consideration (see appendix).

COMMENT

The draft CBP 2024-2028 has been prepared to inform of activities to meet the Aspirations from the Shire's SCP 2024-2034.

In essence the draft CBP 2024-2028:

- Translates the SCP into projects/programs/services;
- Provides a link to existing service delivery (regulated/legislated activity);
- In the first year, includes the current year budget;

- Aligns to the Long-Term Financial Plan/Organisation Activity Plan; and
- Aligns with the priorities/recommendations set out in the Asset Management and Workforce Plans.

Activities identified in the CBP may be subject to approved grant funding, and activity details for fiscal years beyond the 2024/25 budget are subject to change.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995
Part 5 – Administration
Division 5 – Annual reports and planning
Section 5.56 – Planning for the future

Local Government (Administration) Regulations 1996
Part 5 – Annual reports and planning
Division 3 – Planning for the future
Regulation 19DA – Corporate business plans, requirements for (Act s. 5.56)

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

The CBP supports and is integrated with the Shire's Long-Term Financial Plan/Organisation Activity Plan and Annual Budget process. Ongoing reviews of the Long-Term Financial Plan/Organisation Activity Plan may impact projected projects and programs within the CBP and as such amendments will be made to the CBP at the yearly review.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.4 Strategic & Sustainable Financial Planning - Undertake long-term resource planning and allocation in accordance with the Integrated Planning and Reporting Framework

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Balcombe

That Council adopt the draft Corporate Business Plan 2024-2028, as shown at Appendix 12.1.1, in accordance with s. 5.56 of the *Local Government Act 1995* and r. 19DA of the *Local Government (Administration) Regulations 1996*.

CARRIED BY ABSOLUTE MAJORITY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

2024 - 2028

Corporate Business Plan

Acknowledgement of COUNTRY

Kaya Wanjoo Yued Boodja (pronounced "Kya Wanjoo Yued Boodja")
Hello – Welcome to the land of the Yued Traditional Owners.

The Shire of Gingin would like to acknowledge the Yued Nyoongar People who are the traditional custodians of this land. The Shire would like to pay respect to the Elders past, present and emerging of the Yued Nation and extend this respect to all Aboriginal people. The Shire also recognises the living culture of the Yued people and the unique contribution they have made to the Gingin region.

The Yued region covers an area of 20,252km². Their Boodja – meaning 'their country' – includes the Shires of Coorow, Dalwallinu, Dandaragan, Moora, Gingin, Victoria Plains, Toodyay and Chittering.

Nyoongar camping grounds, birthing areas, festival places, song lines and sacred lore sites are scattered throughout the Yued region. They are very significant and important to the Yued community.

The Shire of Gingin formally recognises the Yued Nyoongar People as an important stakeholder in the development and progression of the Shire.

Photography by Meredith Taylor

Photography by Chad Gerber

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Our Vision & Values

Mission Statement

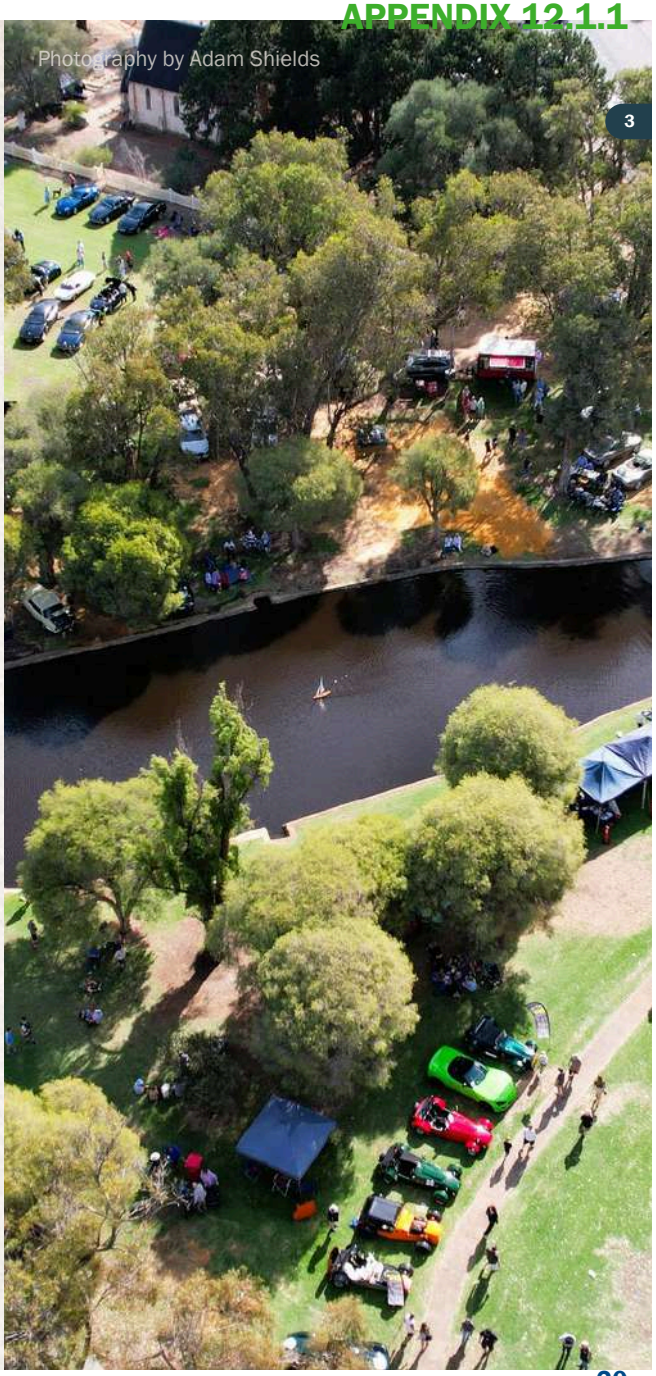
The Shire of Gingin is committed to our organisational values which aim to support, preserve and enhance our community and its unique lifestyle to make it a place our residents, local businesses and visitors can take pride in.

Community Vision

"We are a welcoming inclusive community that celebrates its unique coastal and inland landscapes with an aim to increase visitation to the region".

Organisational/ Business Values

- We are striving to become better at what we do and are continually looking at ways to improve ourselves.
- We successfully deliver services to our community with a strong focus on our customers.
- We appreciate the merits of and continually foster a well-trained and cooperative staff culture.
- We believe community collaboration and transparent governance practices are key aspects of good leadership.



4

Introduction

Our Shire

Home to one of WA's oldest towns, several historic shipwrecks, numerous popular coastal tourist destinations and a thriving agricultural industry, the Shire of Gingin is located on the northern doorstep of the Perth Metropolitan Area and is one of the State's fastest growing country local governments.

The Shire encompasses an area of 3,223km^2 and is home to a population of approximately 5,800 residents. In recent years the Shire has experienced considerable population growth and it is forecast to continue growing, with numbers expected to reach 6,155 by 2034. There are five townships within the Shire: Gingin, Guilderton, Lancelin, Ledge Point, and Seabird, and several substantial rural living estates.

Geographically, the Shire stretches from the coastline across the flat sandy soils of the Swan Coastal Plain in the west to the hinterland and foothills of the Darling Scarp in the east. It also embraces the lower reaches of Moore River together with a system of freshwater lakes, streams and swamps and the watercourse of Gingin Brook.

Agriculture is the Shire's primary economic contributor, accounting for approximately 40% of local businesses and some 137,145 hectares of land. The Shire is continuing to widen its focus from traditional broad acre farming to intensive horticulture enterprises given ongoing peri-urban growth and associated pressures on market gardening and diversification.

Local industries within the Shire include cattle and sheep grazing, apiaries, irrigated horticulture, viticulture, olive groves, aquaculture, piggeries, poultry farms, wineries, abattoirs, feedlots and crayfishing.

In addition to rural industries, the Shire's economy is also based around tourism with coastal areas consistently experiencing large influxes of people during weekends and holiday periods.

With its wide-open spaces, beautiful coastline and river systems and passionate communities, the Shire of Gingin has much to offer and is an exceptional place to live and visit.

The **Integrated Planning & Reporting (IPR) Framework** is legislated under the *Local Government Act (1995)* and *Local Government (Administration) Regulations 1996*, with the appex document (the SCP) citing the collective vision for the future direction of a region. The intent is to translate community aspirations, asset management requirements and service obligations (including legislated or regulated service provision) into operational activities, and tracks the progress of those activities.

The principal documents within the IPR Framework are the **Strategic Community Plan (SCP)** and the **Corporate Business Plan (CBP)** (legislated requirements). Both Plans are available on the Shire's website.

The SCP sets out the strategic direction with aspirational objectives including non-negotiable services that the Shire must provide.

The CBP provides a four-year snapshot outlining short and medium term major projects/programs/ services to meet the aspirational objectives of the Strategic Community Plan.

Reporting on CBP current financial year activities is undertaken on a quarterly basis, with end of year progress provided in the **Annual Report** along with the audited financial statement for the given year.

The Shire's Strategic Direction

The Shire of Gingin's Strategic Community Plan 2024-2034 (SCP) was adopted by Council in June 2024 resulting from a minor review of the SCP 2022-2032. The aspirations and objectives of the SCP are derived from community sentiment, other informing documents such as asset management plans and the day-to-day services administered from the Shire, with all components considered when planning for the future. The current SCP is the last under the current legislation framework, with any future strategic documents to be guided by the new framework.

ASPIRATION 1 - ATTRACTIONS & ECONOMY

Goal - Actively Pursue Tourism and Economic Development

Objectives	
1.1	**Economic Growth and Tourism Support** Investment/Business/Infrastructure Development – foster relationships with key stakeholders, investors, and lobby state government for increased economic/business development including employment opportunities.
1.2	**Food Bowl** Support initiatives that value-add to the Shire's position within the 'food bowl' region.
1.3	**Attractions and Events** Host/support iconic community events and attractions that will entice residents and visitors throughout the year.

ASPIRATION 2 - CONNECTIONS & WELLBEING

Goal - Grow and Nurture Community Connectedness and Wellbeing

Objectives	
2.1	**Community Safety and Support** Provide support and advocacy to residents and visitors so that they feel safe and secure at home and in the outdoor environment.
2.2	**Ageing in Place and Health Care** Foster relationships with key stakeholders to provide ageing in place opportunities and appropriate health care in our communities.
2.3	**Youth Investment** Promote and undertake activities that provide youth retention and capacity building in our communities.
2.4	**Community Capacity Building** Empower all ages to be culturally aware and involved in diverse community initiatives including volunteering, culture, and the arts.
2.5	**First Nation's Heritage and Inclusion** Strengthen relationships which foster mutual respect and support, in addition to cultural awareness.
2.6	**Services** Cost effective services which meet the needs of the community.

The Shire's Strategic Direction

ASPIRATION 3 - PLANNING & SUSTAINABILITY

Goal - Plan for Future Generations

Objectives	
3.1	**Climate Change and Adaptation** Understand the impacts of climate change and identify actions to adapt and mitigate those impacts.
3.2	**Preservation and Management of Endangered Habitats and Coastal and Inland Reserves** Sustainable policy/actions supporting preservation activities.
3.3	**Planning and Land Use** Plan the use of the land to meet future requirements, incorporating economic development objectives and community amenity.
3.4	**Community Engagement** Facilitate community engagement for residents/ratepayers to provide input into shaping our future.
3.5	**Sustainable Waste Solutions** Facilitate and plan for the responsible and sustainable disposal of waste. *Priority - plan for and facilitate waste management site upgrades.*

ASPIRATION 4 - EXCELLENCE & ACCOUNTABILITY

Goal - Deliver Quality Leadership and Business Expertise

Objectives	
4.1	**Management of Assets** Maintain civic buildings, public places, plant, roads, and cycleways/ pathways based on asset management plans and identified priorities. *Priority - facilitate and plan for immediate road maintenance/renewal and community building maintenance requirements.*
4.2	**Effective Governance** Apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.
4.3	**Information Sharing** Targeted communications that provide clear messages and are cost effective.
4.4	**Strategic and Sustainable Financial Planning** Undertake long-term resource planning and allocation in accordance with the IPR Framework.
4.5	**Key Stakeholder Partnerships** Foster applicable relationships and partnerships with key stakeholders to achieve outcomes.

About the Corporate Business Plan 2024 - 2028

The Corporate Business Plan (CBP) is a four-year plan that is reviewed and published annually, and which is an element of the Shire's IPR Framework. The CBP is reflective of data from the Shire's Long-Term Financial, Asset and Workforce Plans and regulated services delivery, focused into a four-year output plan to deliver on SCP aspirations and objectives, with the first year of the Plan being the current financial year.

The purpose of the CBP is to activate short to medium term activities for the current financial year and the three years following. The projects/services/programs support the vision and aspirational objectives of the SCP. Reporting on activities within the current financial year of the CBP is undertaken on a quarterly basis and presented Council, and annually via the Annual Report.

Specific actions under each SCP Aspirational Area are identified within the CBP including service activity to meet the strategic objective.

Most of the activities or projects in the CBP are largely part of the Shire's regular service delivery and are funded from the yearly municipal operational budget.

A capital or development project generally relates to asset improvement or renewal and may require funding from external partners such as State or Federal Governments in order to progress. Roads capital works programs are dependent on Financial Assistance Grants and schemes such as Roads to Recovery and the Regional Road Group.

The following grants have been received or are expected in 2024/25:

- $2.94 million Special Roads to Recovery (Weld Street Bridge).
- $350,061 Financial Assistance Grants Special Projects (Weld Street Bridge).
- $844,487 Emergency Services Levy Capital Grants – fire vehicles and Gingin Emergency Services Centre.
- $766,898 Regional Road Group funding – Mooliabeenee Road.
- $959,701 Roads to Recovery – Sadler Road and Wannamal Road West.
- $1.39 million Special Roads to Recovery – Orange Springs Road, Ledge Point Road and Seabird Road.
- $428,851 Local Roads and Community Infrastructure Program (various).
- $330,098 (various) other grants and contributions.

In addition, funding offsets for building renewal or new development, dependent on the purpose of the built development, are also secured from State or Federal Grant Schemes such as the State Government's Community Sporting and Recreation Facilities Fund.

The main features of the 2024/25 Budget include:

- Total budget expenditure of $41.02 million.
- Operating expenditure of $28.46 million.
- Total asset renewal expenditure of $12.56 million investing in roads, parks and ovals, other infrastructure, land, buildings, plant, equipment, and furniture.
- Including $3.4 million in maintenance, a total of $11.26 million expenditure on sealed and unsealed roads.

Shire of Gingin's Role

The Shire is committed to working towards the SCP's Aspirations and Strategic Objectives. To do this there are seven roles that could be undertaken for a specific outcome. If, for example, the Shire has a legal responsibility to undertake the building permit approval process, this activity would fit under "Regulator" whereby the Shire has statutory responsibility and directs these activities as required.

If the activity is providing grant funding to a community organisation (via the community grants process), then the role is that of "Funder".

There are many instances where the Shire's level of influence is limited. In these cases the Shire takes on an "Advocator" role to decision-making entities such as State and Federal Governments.

There are also many instances where the Shire takes on the role of "Facilitator", bringing entities together to secure community outcomes.

Advocator

Promotes the aspirations of the Shire to other decision-making organisations such as State and Federal Governments.

Provider

Responsible for direct service delivery.

Monitor

Gathers information and checks on progress.

Facilitator

Encourages others to be involved in activities that enhance the quality of life in the Shire of Gingin.

Regulator

Has statutory responsibilities and directs these activities as required.

Funder

Provides grants to community organisations.

Partner

Works collaboratively with others to deliver programs and services.

Photography by Adam Shields

Shire Organisational Structure

OFFICE OF THE CHIEF EXECUTIVE

- Executive Management Team
- Human Resources
- Integrated and Corporate Planning and Reporting
- Communications and Marketing
- Emergency Services Planning and Management
- Council Meetings Agenda and Minute Preparation
- CEO Administration and Financial Management
- Tourism and Economic Development
- Coastal Management Projects
- Local Law and Policy Development
- Cemetery Services

OPERATIONS & ASSETS

- Executive Management Operations and Assets
- Road Works
- Environmental/Coastal Maintenance
- Council Items and Reporting
- Shire Facilities' Cleaning
- Shire Event Support
- Asset and Infrastructure Management
- Infrastructure Planning
- Tenders and Contractual Agreements
- Civil Engineering
- Parks and Gardens
- Traffic Management
- Project Management
- Operations Administration and Financial Management

REGULATORY & DEVELOPMENT SERVICES

- Executive Management R&D
- Building/Development Applications and Permits
- Ranger Services
- Environmental Health Services
- Compliance
- Guilderton Caravan Park
- Stable Fly Control
- Council Items and Reporting
- Local Planning Strategy and Schemes
- Waste Services
- R&D Administration and Financial Management
- Local Public Health Plan

CORPORATE & COMMUNITY SERVICES

- Executive Management C&CS
- Annual Budget and Rates
- Long Term Financial Plan
- Accounts and Invoicing
- Information Technology
- Events - Planning/Approvals
- C&CS Administration and Financial Management
- Customer Services
- Records Management
- Council Items and Reporting
- Commercial and Community Leases
- Department of Transport Licencing Agency
- Concept Enquiries
- Library Services (Lancelin)
- Community Development
- Shire Community Grants Funding and Reporting
- Aquatic Centre
- Recovery Coordination
- Payroll

ASPIRATION 1 - ATTRACTIONS & ECONOMY

Goal - Actively Pursue Tourism and Economic Development

Integrated Strategies and Frameworks

- Operational Plans
- Local Health Plan
- Youth Strategy
- Regional Growth Alliance Northern Growth Corridor - Infrastructure Priority Report (not completed)
- Asset Management Plan
- Trails Master Plan
- Legislation/Regulation

Services	*Sub-Service*
Building/Planning/Environmental Health	Building/Planning Permits and Approvals
	Environmental Health
	Strategic/Statutory Planning
Operations	Maintenance of Community Infrastructure
	Capital Improvements/Renewal of Community Infrastructure
Tourism	Funding Partnerships with Community Resource Centres / Visitor Centres
	Parks/Reserves/Foreshores/Natural Environment
	Roads/Paths/Trails
	Communications and Marketing

Photography by Michael Sarich

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
1.1 Economic Growth and Tourism Support - Investment/Business/Infrastructure Development: Foster relationships with key stakeholders, investors, and lobby State Government for increased economic/business development including employment opportunities.								
Gingin Community Resource Centre	Tourism initiatives to support local economic development (Community Funding Program).	Operational	$10,000		☑ $10,000	☑	☑	☑
Lancelin Community Resource Centre	Tourism initiatives to support local economic development (Community Funding Program).	Operational	$10,000		☑ $10,000	☑	☑	☑
Growing Youth Employment	Connecting key stakeholders and implementing integrated solutions (traineeships, work experience, local stakeholders).	Operational	Service Activity		☑	☑	☑	☑
Guilderton Foreshore Development	Guilderton Foreshore upgrade including playground.	Capital	$1,050, 000	Yes	☑ $50,000	☑ $500,000	☑ $500,000	
Ledge Point Marina	Actively seek political support and progress development.	Operational	Service Activity	Yes	☑	☑	☑	☑
Ledge Point to Lancelin Road and Pathway	Actively seek political support and progress development.	Operational	Service Activity		☑	☑	☑	☑
Trail Development	Gingin Heritage Trail realign and upgrade.	Capital	$122,500	Yes	☑ $10,000	☑ $112,500		
	Moore River and Silver Creek Trail upgrade.	Capital	$230,000	Yes			☑ $10,000	☑ $220,000
1.2 Food Bowl - Support initiatives that value-add to the Shire's position within the 'food bowl' region.								
Deliver Key Service Area	Continue to work with the Northern Growth Alliance on upcoming initiatives/regional projects.	Operational	Service Activity		☑	☑	☑	☑
1.3 Attractions and Events - Host/support iconic community events and attractions that will entice residents and visitors throughout the year.								
Shire/Community Managed Community Events	Includes the Community Funding Program, community group event contributions and management.	Operational	Service Activity	Yes	☑	☑	☑	☑

ASPIRATION 2 - CONNECTIONS & WELLBEING

Goal - Grow and Nurture Community Connectedness and Wellbeing

Integrated Strategies and Frameworks

- Local Emergency Management Arrangements
- Youth Strategy
- Disability Access & Inclusion Plan
- Sustainable Club/Groups Plan
- Reconciliation Action Plan and Cultural Heritage Management Plan
- Local Health Plan
- Legislation/Regulation
- Waste Management Plan

Photography by James Morton

Services	*Sub-service*
Community Services	Community Programs/Services
	Library Services Lancelin/funding partnership with the Gingin Community Resource Centre for Gingin Library
	Communications and Marketing
	Shire Events and Community-Run Events
	Community Facilities
Medical Practitioner Support	General Practitioner Support
	Advocacy - improved health services
Health	Environmental Health
	Sporting Clubs and Assocations Support
	Parks/Reserves/Trails
	Waste Services
	Partnership Funding with Medical Practioners
	Contribution Funding Ambulance Services
Senior Services	Seniors' Units Management
	Seniors' Events/Programs
	Community Car Transportation Support - access to health services
Community Safety	Emergency Services Management and Recovery
	Ranger Services
	Police Presence Support

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
2.1 Community Safety and Support - Provide support and advocacy to residents and visitors so that they feel safe and secure at home and in the outdoor environment.								
Continuous Telecommunications	Advocacy for continuous telecommunications access, especially during emergency situations.	Operational	Service Activity		☑	☑	☑	☑
Gingin Emergency Service Centre	Additional final works.	Capital	$40,187	DFES	☑			
Local Emergency Recovery	Local emergency recovery planning and management of local emergency recovery activities.	Operational	Service Activity		☑	☑	☑	☑
Local Emergency Services	Local emergency management planning, and management of local emergencies.	Operational	Service Activity	Yes	☑	☑	☑	☑
Mitigation Activity Fund Mitigation Works	Covering all areas of the Shire.	Operational	$500,000	Yes	☑			
Mindaroo Foundation	Community Resilience Project.	Operational	$56,100	Yes	☑			
	Seed funding allocation 2024-25.	Operational	$25,000	Yes	☑			
	Shire of Gingin Community Fire Awareness/Planning.	Operational	$100,000	Yes	☑			
Ledge Point Off-Road Vehicle Area Phase 2	Fencing, construction of platform for viewing, construction of wheelchair access and landscaping.	Capital	$57,515	Yes	☑			
Police Presence	Contribution to Neighbourhood Watch (Community Funding Program).	Operational	$1,000		☑ $1,000	☑	☑	☑
	Contribution to Police accommodation in Guilderton.	Operational	$12,372		☑ $12,372	☑	☑	☑
Ranger Services	Delivery of local Ranger services including management of off-road vehicle areas.	Operational	Service Activity		☑	☑	☑	☑

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
2.2 Ageing in Place and Health Care - Foster relationships with key stakeholders to provide ageing in place opportunities and appropriate health care in our communities.								
Address Accommodation Shortages	Advocacy to relevant housing providers.	Operational	Service Activity		☑	☑	☑	☑
Management of Shire Community/Social Housing	Manage existing community/social housing units in Lancelin and Gingin.	Operational	Service Activity		☑	☑	☑	☑
Community Cars	Support the on-road costs and renewal for the Gingin and Lancelin community cars (for access to health services).	Operational	Service Activity		☑ $3,914	☑	☑	☑
Public Health Stakeholder Network - Healthy Ageing	Aged Housing and Care Service Provision working group.	Operational	Service Activity		☑	☑	☑	☑
Medical Services	Advocate for improved medical and allied health services that are accessible throughout the Shire.	Operational	Service Activity		☑	☑	☑	☑
Contribution to New Ambulances	Lancelin x 6 and Gingin x 2	Capital	$24,000		☑ $24,000	☑	☑	☑
Doctor Subsidy Payment and Accomodation	Support for GP Services Gingin and Lancelin.	Operational	$83,909		☑ $83,909	☑	☑	☑
Protecting People's Health	Protect the health and wellbeing of all who live, visit and work in the Shire through the effective application of State and local public health, food, waste, and environmental legislation.	Operational	Service Activity		☑	☑	☑	☑
2.3 Youth Investment - Promote, and undertake activities that provide youth retention and capacity building in our communities.								
School Program	Continue to support school programs which assist with youth resilience, life skills, support and development (Community Funding Program).	Operational	$5,000		☑ $5,000	☑	☑	☑
	Lancelin Primary School Camp (Community Funding Program)	Operational	$2,000		☑ $2,000	☑	☑	☑

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
(CONTINUED) 2.3 Youth Investment - Promote, and undertake activities that provide youth retention and capacity building in our communities.								
Student Council	Shire support and mentoring of Gingin District High School Student Council.	Operational	$1,323		☑ $1,323	☑	☑	☑
Youth-Managed Projects	Including Youth Strategy update, youth events and ongoing youth consultation.	Operational	Service Activity		☑	☑	☑	☑
2.4 Community Capacity Building - Empower all ages to be culturally aware and involved in diverse community initiatives including volunteering, culture, and the arts.								
Community Funding Program	Contributions to projects over $10,000 including larger community events and community projects contributing to SCP outcomes (Council Budget Request).	Operational	$38,000		☑ $38,000	☑	☑	☑
	Contributions to funding projects under $10,000 including community events and small community projects contributlng to SCP outcomes.	Operational	$57,208		☑ $57,208	☑	☑	☑
	Contributions to Public Liability Insurance costs for community groups contributing to SCP outcomes.	Operational	$6,500		☑ $6,500	☑	☑	☑
	Funding Assistance Scheme for re-occurring projects/ programs contributing to SCP outcomes.	Operational	$43,000		☑ $43,000	☑	☑	☑
Volunteer Management	Implement a comprehensive volunteer digital system to register and track volunteers, match community skills with local needs, and coordinate assignments efficiently.	Operational	Service Activity		☑	☑	☑	☑
2.5 First Nation's Heritage and Inclusion - Strengthen relationships which foster mutual respect and support, in addition to cultural awareness.								
Reconciliation Action Plan and Cultural Heritage Management Plan	Review of both plans.	Operational	$3,500		☑			
NAIDOC Week Event	Shire-run event held in July annually.	Operational	$2,000		☑	☑	☑	☑
Traditional Owners 'Welcome to Country'	Undertaken at appropriate Shire-run events.	Operational	$3,500		☑	☑	☑	☑

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
2.6 Services - Cost effective services which meets the needs of the community.								
Customer Service (Customer Service Charter)	Deliver key service areas.	Operational	Service Activity		☑	☑	☑	☑
Services Provided by the Shire	Monthly updates provided by Administration Staff for Council (statistics, challenges, trends etc).	Operational	Service Activity		☑	☑	☑	☑

ASPIRATION 3 - PLANNING & SUSTAINABILITY

Goal - Plan for Future Generations

Integrated Strategies and Frameworks

- Coastal Hazard Risk Management Plan (not completed)
- Coastal Management Strategy (not completed)
- West Australian Waste Stategy
- Local Waste Strategy
- Communications Strategy (not completed)
- Community and Stakeholder Engagement Policy (Shire of Gingin)
- Legislated Regulatory/Compliance
- DPLH Planning Policies
- Local Planning Policies

Services	*Sub-service*
Planning and Building	Building/Planning Permits and Approvals
	Strategic/Statutory Planning
Waste	Waste Services
	Waste Facilities
Conservation and Environmental Management	Shire's Community Funding Program - Environmental Allocation
	Ranger Services
	Coastal Management and Interventions

Photography by Alan Brown

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
3.1 Climate Change and Adaptation - Understand the impacts of climate change and identify actions to adapt and mitigate those impacts.								
CHRMAP and Inundation Study	Upgrade, implement and integrate.	Operational	$6,186		☑	☑		
Coastal Management Strategy	Develop and implement a strategy to protect and enhance our coast.	Operational	Service Activity		☑	☑		
3.2 Preservation and Management of Endangered Habitats and Coastal and Inland Reserves - Sustainable policy/actions supporting preservation activities.								
Coastal Protection Works and Erosion Control	Sand renourishment at Grace Darling Park to Edward Island Point.	Capital	$90,000	Yes	☑			
Shire of Gingin Contribution to State NRM Program	Community Stewardship.	Operational	$12,000		☑			
Allocation to Environmental Groups	Community Funding Program.	Operational	$15,000		☑ $15,000	☑	☑	☑
Seabird Erosion Project	Repairs to seawall and boat ramp.	Operational	$48,158		☑ $48,158	☑	☑	☑
Water Allocation Issues	Advocacy to DWER in relation to water allocation challenges on behalf of key stakeholders.	Operational	Service Activity		☑	☑	☑	☑
3.3 Planning and Land Use - Plan the use of land to meet future requirements, incorporating economic development objectives and community amenity.								
Building/Planning Permits	Deliver key service areas ensuring accessibility, inclusion, amenity and economic development.	Operational	Service Activity		☑	☑	☑	☑
Local Planning Policy Development	Development of Local Planning Policies.	Operational	$50,000		☑	☑		
Local Planning Strategy/ Scheme	Finalisation of Omnibus Scheme Amendment.	Operational	$12,000		☑			
3.4 Community Engagement - Facilitate community engagement for residents/ratepayers to provide input into shaping our future.								
Active Promotion of Community Engagement	Activities eg, surveys, for residents and ratepayers to have their say as stakeholders in decisions affecting the Shire.	Operational	Service Activity		☑	☑	☑	☑

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source Required	Delivery Year			
					24/25	25/26	26/27	27/28
3.5 Sustainable Waste Solutions - Facilitate and plan for the responsible and sustainable disposal of waste. *Priority - Plan for and faciliate waste management site upgrades.*								
Minimising Waste	Continue supporting and implementing the "7 Rs" programs and campaigns to reduce waste going to landfill.	Operational	Service Activity		☑	☑	☑	☑
Waste Management	Construction of weigh bridge, sundry items and hardstand at Gingin Landfill (24/25), preliminary document preparation to convert Gingin Landfill to transfer station (26/27).	Capital / Operational	$489,458		☑ $350,000		☑ $139,458	
	Lancelin Landfill preliminary document preparation to convert to transfer station.	Operational	Service Activity					☑ $144,199
	Seabird Landfill capping costs (25/26) preliminary documents, (27/28) stage 1 capping.	Operational	$691,734			☑ $98,390		☑ $593,344

ASPIRATION 4 - EXCELLENCE & ACCOUNTABILITY

Goal - Deliver Quality Leadership and Business Expertise

Integrated Strategies and Frameworks

- Asset Management Plans
- 10-year Pathway Plan
- Legislation/Regulation including Integrated Planning and Reporting Framework
- Corporate Compliance Calendar
- Risk Profiles
- Community and Stakeholder Engagement Policy
- Communications Strategy (not completed)
- Resident Perception Survey

Photography by Meredith Taylor

Services	*Sub-service*
Community Assets	Community and Civic Buildings
	Sport and Recreation Facilities
	Gingin Cemetery
	Roads and Pathways
	Drainage
	Furniture and Equipment
	Information Technology
Community Interaction	Communications and Marketing
	Customer Service
	Resident Perception Survey
Financial Planning	Integrated Planning and Reporting
	Corporate Services
Staff/Council	Human Resources
	Elected Members Services
	Governance
	Communications and Marketing

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source	Delivery Year			
					24/25	25/26	26/27	27/28
4.1 Management of Assets - Maintain civic buildings, public places, plant, roads and cycleways/pathways based on asset management plans and identified priorities. *Priority - facilitate and plan for immediate road maintenance/renewal and community building maintenance requirements.*								
Annual Road Program	**Continue to undertake well planned maintenance/ renewal of Shire infrastructure (roads) that contributes to safe access and egress.**	**Capital**	**Capital Projects breakdown below:**		☑	☑	☑	☑
	Ledge Point Road	Capital	$168,669	R2R	☑			
	Orange Springs Road - final seal.	Capital	$1,124,118	R2R	☑			
	Seabird Road.	Capital	$162,030	R2R	☑			
	Sadler Road.	Capital	$364,656	R2R	☑			
	Wannamal Road West.	Capital	$611,735	R2R	☑			
	Cullalla Road.	Capital	$428,853		☑			
	Mooliabeenee Road.	Capital	$1,459,335	RRG	☑			
	Country Heights Estate Cheriton Road Upgrade Contribution.	Capital	$117,500		☑			
	Bridge Replacement Program - Weld Street bridge.	Capital	$3,292,066	R2R, FAGS, bridge funding	☑			
	Road Maintenance	Operational	$3,461,000		☑ $3,461,000	☑	☑	☑
Drainage Construction	Renewal of drainage infrastructure.	Operational	$30,000		☑ $30,000	☑	☑	☑
Drainage Brockman/ Weld Streets	Studies and drainage design.	Operational	$40,000		☑			
Bus Shelters	Replacement program.	Capital	$16,557		☑ $16,557	☑	☑	☑
Delivery of pathways	Continue to provide walkable neighbourhoods through implementation of the Shire's '10 Year Pathway Program'.	Capital	$205,063	WABN	☑	☑	☑	☑

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source	Delivery Year			
					24/25	25/26	26/27	27/28
(CONTINUED) 4.1 Management of Assets - Maintain civic buildings, public places, plant, roads and cycleways/pathways based on asset management plans and identified priorities. *Priority - facilitate and plan for immediate road maintenance/renewal and community building maintenance requirements.*								
Asset Maintenance Planning and Accessible Infrastructure	**Continue to undertake well planned maintenance/ renewal of community infrastructure that contributes to safe access for all.**	**Capital**	**Capital Projects breakdown below:**		☑	☑	☑	☑
Granville Park	$14,750 benches and seating replacement; and $20,000 turf replacement.	Capital	$34,750		☑			
Jim Gordon VC Trail	Concept design for renewal of trail.	Capital	$10,000		☑			
Regional Hardcourt Facility	$15,000 upgrade to basketball courts and rings - Gingin Basketball Association (Community Funding Program), and $7,000 hardcourt maintenance.	Capital	$22,000		☑			
Gingin Bowling Club	Alfresco decking contribution (Community Funding Program).	Capital	$7,500		☑			
Granville Civic Centre	Replace kitchen, ovens, cook tops, work benches, and fridges.	Capital	$60,000		☑			
Shire of Gingin Administration Centre Upgrades	$7,000 towards partial roof replacement; and $75,000 towards design and construction of a new front counter.	Capital	$82,000		☑			
Guilderton Caravan Park	Caravan Park Office and Residence upgrades.	Capital	$25,000		☑			
	Stage 1 Capital Upgrade Program.	Capital	$325,000		☑			
	Design, construction and installation of new waste water system.	Capital	$650,000		☑			
Guilderton Country Club	Ipex pipe replacement and wall repair.	Capital	$10,000		☑			
Harold Park, Lancelin	Remove and reinstate gazebo in Harold Park.	Capital	$30,000		☑			
Lancelin Independent Living Units	$113,622 towards plumbing repairs (Ipex pipework) for 3 units, and $39,000 towards external painting.	Capital	$152,622		☑			
Lancelin Pioneer Park	Replacement of earthenware plumbing pipes.	Capital	$8,300		☑			
Lancelin Sporting Complex	Disabled access ramp.	Capital	$550,000	Yes			☑	
	Lancelin Bowling Green project.	Capital	$253,219	CSRFF	☑			
	Power upgrade.	Capital	$63,500		☑			

Objective	Actions	Operational/ Capital Funding	Total Budget	External Funding Source	Delivery Year			
					24/25	25/26	26/27	27/28
(CONTINUED) 4.1 Management of Assets - Maintain civic buildings, public places, plant, roads and cycleways/pathways based on asset management plans and and identified priorities. *Priority - facilitate and plan for immediate road maintenance/renewal and community building maintenance requirements.*								
Plant Replacement Program	**Scheduled plant replacement.**	**Capital**		**Capital Projects breakdown below:**	☑	☑	☑	☑
Purchase	Purchase Flat Bed Crew Cab Truck GG056.	Capital	$350,000		☑			
Purchase	Large generator for Gingin Aquatic Centre to run pumps during power outages.	Capital	$10,000		☑			
Purchase	New Administration Pool Car and trade 9GG.	Capital	$100,000		☑			
Replace	Water truck and trade GG066.	Capital	$359,035		☑			
Replace	Prime Mover and trade GG002	Capital	$378,550		☑			
Replace	Prime Mover and trade GG045	Capital	$378,550		☑			
Replace	Beermullah Light Tanker GG076	Capital	$255,200	DFES	☑			
Replace	Guilderton Fire Tanker GG077	Capital	$549,100	DFES	☑			
4.2 Effective Governance - apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.								
Risk Management, Internal Control and Legislative Compliance.	CEO's review.	Operational	$20,000		☑ $20,000			☑
Annual Audit	Fees for Annual Audit.	Operational	$40,000		☑ $40,000	☑	☑	☑
Council Election	Election expenses.	Operational	$33,545			☑ $33,545		
Employee Recognition Program	Employee recognition at staff meetings and in the Team Focus internal staff newsletter.	Operational	Service Activity		☑	☑	☑	☑
Human Resources	Deliver Key Service Area including recruitment processes to be inclusive and accessible.	Operational	Service Activity		☑	☑	☑	☑
Local Government Insurance Scheme	Regional Risk Coordinator Program Service Plan.	Operational	$15,000		☑ $15,000	☑	☑	☑
Code of Conduct	Review.	Operational	Service Activity				☑	

Objective	Actions	Operational /Capital Funding	Total Budget	External Funding Source	Delivery Year			
					24/25	25/26	26/27	27/28
(CONTINUED) 4.2 Effective Governance - Apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.								
Disability Access & Inclusion Plan.	Yearly Report.	Operational	Service Activity				☑	
Lease Agreements - Community and Commercial Operators	Review of current and expired lease agreements.	Operational	Service Activity		☑	☑	☑	☑
TRACK Leadership	Executive Management Team.	Operational	Service Activity		☑	☑	☑	☑
Training & Development	Elected member training (legislated requirement).	Operational	Service Activity		☑	☑	☑	☑
	Staff training (professional development).	Operational	Service Activity		☑	☑	☑	☑
4.3 Information Sharing - Targeted communications that provide clear messages and are cost effective.								
Targeted Communications	Seek opportunities to improve all aspects of Shire communication aimed at all target groups.	Operational	Service Activity		☑	☑	☑	☑
Communications Strategy	Develop and implement.	Operational	Service Activity		☑			
Website content	Yearly review.	Operational	Service Activity		☑	☑	☑	☑
4.4 Strategic & Sustainable Financial Planning - Undertake long-term resource planning and allocation in accordance with the Integrated Planning and Reporting Framework.								
Asset Management Plan	Yearly review.	Operational	$10,769		☑ $10,769	☑	☑	☑
Corporate Business Plan and Quarterly Reporting	Annual review and reporting processes.	Operational	Service Activity		☑	☑	☑	☑
Valuation Report	Fair Values review.	Operational	$99,600		☑ $49,600			☑ $50,000
Long Term Financial Plan	Review.	Operational	$10,000		☑ $10,000	☑	☑	☑
Financial Management Systems	Review.	Operational	Service Activity				☑	

Objective	Actions	Operational /Capital Funding	Total Budget	External Funding Source	Delivery Year			
					24/25	25/26	26/27	27/28
(CONTINUED) 4.4 Strategic & Sustainable Financial Planning - Undertake long-term resource planning and allocation in accordance with the Integrated Planning and Reporting Framework.								
Strategic Community Plan	Major review (in-line with new legislation).	Operational	Service Activity			☑		
Workforce Plan	Yearly review.	Operational	Service Activity		☑	☑	☑	☑
Valuation Expenses	Landgate interim valuations.	Operational	$25,775		☑			
4.5 Key Stakeholder Partnerships - foster applicable relationships and partnerships with key stakeholders to achieve outcomes.								
Northern Growth Alliance (NGA)	Continue to work with NGA on upcoming initiatives/regional projects/LG support.	Operational	Service Activity		☑	☑	☑	☑

SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

Gingin Administration Centre
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12.2 SUPPORT FOR WALGA LOCAL GOVERNMENT ELECTIONS ADVOCACY POSITION

File	GOV/26
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To review some of the advocacy positions held by the Western Australian Local Government Association (WALGA) with respect to local government elections.

BACKGROUND

The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 local government ordinary elections, as follows:

- The introduction of Optional Preferential Voting (OPV);
- Extension of the election period to account for delays in postal services;
- Changes to the publication of information about candidates;
- Backfilling provisions for extraordinary vacancies after the 2023 election;
- Public election of the Mayor or President for larger local governments;
- Abolition of wards for smaller local governments; and
- Aligning the size of councils with the size of populations of each local government (change to representation).

Following requests from several Zones, WALGA undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 local government election against the backdrop of these legislative reforms. The review and resulting report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost and a reduction in service of conducting local government elections in Western Australia.

The Elections Analysis Review and Report was presented to WALGA State Council on 4 September 2024, with State Council ultimately supporting a review of WALGA's local government elections advocacy positions.

WALGA's current advocacy position on the conduct of postal elections is that the Local Government Act 1995 should be amended to allow the Australian Electoral Commission (AEC) and any other third party provider including local governments to conduct postal elections in addition to the WAEC.
The reason for this position is that the option of having alternatives or more than one service provider able to deliver local government elections, including private and/or public providers (AEC), may allow local governments to have more influence over costs, and flexibility in inclusions and exclusions in service agreements.

WALGA has advised that it is currently liaising directly with the Minister for Local Government and the Electoral Commissioner with respect to the matter of election service providers, and therefore this has not been included in the review consultation process. However, a Council position is sought with respect to 2 other existing advocacy positions relating to local government elections to determine whether these positions are still current.

Responses are to be provided back to WALGA by 28 October 2024 so that the matter can be further considered at the December 2024 State Council meeting. Local governments will also be able to provide feedback through the November round of Zone meetings.

COMMENT

A major part of WALGA's role is to advocate to the state and federal governments on behalf of WA local governments, councils and elected members. In order to do so, advocacy positions on a wide range of matters affecting local government are determined by WALGA State Council.

Existing WALGA Advocacy Positions for which Feedback is Sought

2.5.15 Elections

Current Position Statement: The local government sector supports:

1. 4 year terms with a 2 year spill; *[see Advocacy Positions 2a and 2b below]*
2. Greater participation in local government elections;
3. The option to hold elections through:
   - Online voting;
   - Postal voting; and
   - In-person voting; *[see Advocacy Positions 5a and 5b below]*
4. Voting at local government elections to be voluntary; *[see Advocacy Positions 1a and 1b below]* and

5. The first past the post method of counting votes. *[see Advocacy Positions 3a and 3b and 4a and 4b below]*

The local government sector opposes the introduction of preferential voting, however if 'first past the post' voting is not retained then optional preferential voting is preferred.

Background: The first past the post (FPTP) method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.

2.5.16 Method of Election of Mayor

Position Statement: Local governments should determine whether their Mayor or President will be elected by the Council or elected by the community. *[see Advocacy Positions 6a, 6b and 6c below]*

Advocacy Positions Provided for Consideration

1. Participation

Advocacy position 1a The sector continues to support voluntary voting at local government elections.

Advocacy position 1b The sector supports compulsory voting at local government elections.

Officer comment:

Support for position 1a is recommended, as forcing local government elections to be compulsory would have significant impacts on the cost of facilitating the election process. This has been discussed over many years with no sector acceptance.

2. Terms of Office

Advocacy position 2a The sector continues to support 4 year terms with a 2 year spill.

Advocacy position 2b The sector supports 4 year terms on an all in/all out basis.

Officer comment:

It is recommended that Council support advocacy position 2a to retain the current elected member election spill rate and timing.

The risk in changing the current established process of 4 year terms with a 2 year 50% spill to being an all out spill every 4 years could dramatically affect the consistency of decision making and direction of a local government. An all-out spill and significant change to the elected member body can negatively affect community perception, encourage single agenda nominations and result in significant loss of corporate knowledge.

These outcomes would place significant additional pressure and reliance on officers of the Shire in assisting and educating elected members, potentially resulting in additional changeover of staff exacerbating the issue.

3. Voting Methods

Advocacy position 3a The sector continues to support First Past the Post as the preferred voting method for general elections. If Optional Preferential Voting remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting methods for general elections.

Advocacy position 3b The sector supports Optional Preferential Voting as the preferred voting method for general elections.

Advocacy position 3a is supported. First Past the Post is the preferred methodology for what are considered to be simple elections. Unlike state and federal elections, local government elections have limited numbers of candidates for a small number of vacancies. Complicating the process to conform with state and federal requirements only adds layers of complexity and cost.

Preferential voting is not well understood by the public and due to the complexity involved in processing elections by this method local governments and the Electoral Commission must utilise specialised software adding to both the time and cost to conduct an election.

4. Internal Elections

Advocacy position 4a The sector continues to support First Past the Post as the preferred voting method for all internal elections.

Advocacy position 4b The sector supports Optional Preferential Voting as the preferred voting method for all internal elections.

As per Advocacy Position 3, it is recommended that Council continue to support the utilisation of the First Past the Post method for internal elections. Therefore, support for advocacy position 4a is recommended.

5. Voting Accessibility

Advocacy position 5a — The sector continues to support the option to hold general elections through:

a. Electronic voting; and/or
b. Postal voting; and/or
c. In-person voting.

Advocacy position 5b — The sector supports retention of the currently legislated methods of voting, being:

a. Postal voting; or
b. In-person voting.

For many years it has been proposed that electronic voting should be permitted for local government elections once technology met the required standards. This has been advocated for to assist in encouraging larger numbers of voter response and in expediting the election process by reducing the requirement for physical counting of votes by electoral staff.

On that basis, support for position 5a is recommended.

6. Method of Election of Mayor

Advocacy position 6a — The sector supports the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors method) with regulations preventing a change to this method.

Advocacy position 6b — The sector supports a return to previous legislated provisions – all classes of local government can decide, by absolute majority, the method for electing their Mayor or President.

Advocacy position 6c — The sector supports the application of current provisions to all Bands of local government (apply the election by electors method to all classes of local government).

Whilst this matter does not affect the Shire of Gingin or most other non-metropolitan local governments, it is proposed that the supported advocacy position should be for a

local government to decide the methodology to be used when electing its Mayor or President.

As such it is recommended that Council support position 6b.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995
Part 2 Constitution of local government
Division 3 How offices on the council are filled
Division 6 Terms of office on the council and vacation of office
Section 2.28 Days on which terms begin and end

Part 4 Elections and other polls
Division 9 Electoral Process
Section 4.61 Choice of methods of conducting election
Section 4.69 How to vote

Part 5 Administration
Division 2 Council meetings, committees and their meetings and electors' meetings
Section 5.12 Presiding members and deputies, election of

Schedule 2.3 When and how mayors, presidents, deputy mayors and deputy presidents are elected by the Council

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.2 Effective Governance - Apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Sorensen

That Council support the following local government election advocacy positions for adoption by WALGA:

1. Participation: advocacy position 1a.

2. Terms of Office: advocacy position 2a.

3. Voting Methods: advocacy position 3a.

4. Internal Elections: advocacy position 4a.

5. Voting Accessibility: advocacy position 5a.

6. Method of Election of Mayor: advocacy position 6b.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

12.3 CERTIFICATION OF COMPLIANCE WITH ADOPTED STANDARDS FOR CEO RECRUITMENT

File	PER/8-61
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	16 July 2024 - Item 19.1
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To certify that the employment of Mr Scott Wildgoose as CEO of the Shire of Gingin was undertaken in accordance with the Shire's adopted Standards for CEO Recruitment, Performance and Termination.

BACKGROUND

Regulation 18FB(3) of the *Local Government (Administration) Regulations 1996* requires that a local government must, by absolute majority resolution, certify that the employment a person in the position of CEO has been undertaken in accordance with the local government's adopted standards in relation to the recruitment of CEOs.

At the Ordinary Council Meeting (OCM) on 16 July 2024, Council resolved to appoint Mr Scott Wildgoose to the position of CEO of the Shire of Gingin.

COMMENT

The recruitment process which resulted in the employment of Mr Wildgoose was undertaken in accordance with the Shire's adopted Standards for CEO Recruitment, Performance and Termination, as follows.

1. Cl. 5 Determination of Selection Criteria and Approval of Job Description Form

   (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.

(2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out –

(a) The duties and responsibilities of the position; and

(b) The selection criteria for the position determined in accordance with subclause (1).

Officer Comment:

Council approved, by absolute majority, the selection criteria and job description for the CEO position at its Special Council Meeting (SCM) on 30 April 2024.

2. Cl. 6 Advertising Requirements

(1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.

(2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

Officer Comment:

Council endorsed the advertisement for the position at the SCM on 30 April 2024. Section 5.36(4) of the Act and Regulation 18A of the *Local Government (Administration) Regulations 1996* require that the position must be subjected to statewide public notice and contain the information specified in Reg. 18A.

The advertisement for the position was compliant with these requirements.

3. Cl.7 Job Description Form to be Made Available by Local Government

If the person requests the local government to provide to the person a copy of the job description form, the local government must –

(a) Inform the person of the website address referred to in the Local Government (Administration) Regulations 1996 regulation (18A(2)(da); or

(b) If the person advises the local government that the person is unable to access that website address -

(i) Email a copy of the job description form to an email address provided by the person; or

(ii) Mail a copy of the job description form to a postal address provided by the person.

Officer Comment:

Provision of job description details was undertaken on the Shire's behalf by the appointed recruitment consultant, Mills Recruitment.

4. Cl. 8 Establishment of Selection Panel for Employment of CEO

(1) In this clause –

***Independent person** means a person other than any of the following –*

(a) A council member;

(b) An employee of the local government;

(c) A human resources consultant engaged by the local government.

(2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.

(3) The selection panel must comprise -

(a) Council members (the number of which must be determined by the local government); and

(b) At least 1 independent person.

Officer comment:

At the OCM on 19 March 2024, Council resolved to establish a CEO Selection Panel consisting of 4 Councillors and 1 independent member.

The independent panel member was appointed by an absolute majority decision of Council at the SCM on 30 April 2024.

5. Cl. 9 Recommendation by Selection Panel

(1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.

(2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government –

(a) A summary of the selection panel's assessment of each applicant; and

(b) Unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.

(3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government –

(a) That a new recruitment and selection process for the position be carried out in accordance with these standards; and

(b) The changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.

(4) The selection panel must act under subclauses (1), (2) and (3) –

(a) In an impartial and transparent manner; and

(b) In accordance with the principles set out in section 5.40 of the Act.

(5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has –

(a) Assessed the applicant has having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and

(b) Verified any academic, or other tertiary level, qualifications the applicant claims to hold; and

(c) Whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.

(6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

Officer Comment:

At the OCM on 16 July 2024 Council received a copy of the recruitment report provided by the consultant setting out a summary of the process followed, together with a recommendation from the selection panel as to the preferred applicant.

6. Cl. 10 Application of Cl. 5 Where New Process Carried Out

(1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.

(2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria -

(a) Clause 5 does not apply to the new recruitment and selection process; and

(b) The job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

Officer Comment:

Not applicable.

7. Cl. 11 Offer of Employment in Position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve –

(a) the making of the offer of employment to the applicant; and

(b) The proposed terms of the contract of employment to be entered into by the local government and the applicant.

Officer Comment:

At the SCM on 2 July 2024, Council resolved by absolute majority to make an offer of employment to the preferred applicant, to approve the proposed terms of the CEO contract of employment and to authorise the President and Deputy President to negotiate final contract terms, within the parameters of the approved contract.

At the OCM on 16 July 2024, Council resolved by absolute majority to appoint Mr Scott Wildgoose to the position of CEO for a period of 3 years and to a total benefit package of $265,241.

In the event that Council is supportive of the officer recommendation, a copy of the resolution must be provided to the Department of Local Government, Sport and Cultural Industries within 14 days of Council's resolution being made.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995
Part 5 Administration
Division 5 Local government employees
Section 5.39B Adoption of model standards

Local Government (Administration) Regulations 1996
Part 4 Local government employees
Regulation 18FB Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))

POLICY IMPLICATIONS

Shire of Gingin Standards for CEO Recruitment, Performance and Termination

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.2 Effective Governance - Apply systems of compliance which assists Council to make informed decisions within a transparent, accountable, and principled environment.

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Balcombe

That Council certify that the employment of Mr Scott Wildgoose in the position of CEO of the Shire of Gingin was undertaken in accordance with the Shire's adopted Standards for CEO Recruitment, Performance and Termination.

CARRIED BY ABSOLUTE MAJORITY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

13 REPORTS - CORPORATE AND COMMUNITY SERVICES

13.1 GINGIN SOUTH VOLUNTEER BUSH FIRE BRIGADE SUPPORT TRAILER

File	PLT/29
Author	Les Crichton - Executive Manager Corporate & Community Services
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

For Council to endorse purchase and licencing of support trailer for the Gingin South Volunteer Bush Fire Brigade and approve a budget amendment to recognise the trailers purchase by the Shire, reimbursement by the brigade, and ongoing licencing and insurance of the trailer by the Shire.

BACKGROUND

At its 13 December 2023 meeting, the Gingin Bush Fire Advisory Committee resolved:

That the Committee recommend that Council agree to fund the annual licensing and insurance costs relating to the Gingin South Volunteer Bush Fire Brigade fire support trailer on agreement that all other ongoing maintenance and replacement costs be the responsibility of the Brigade.

Administration was recently contacted by the Gingin South Volunteer Bush Fire Brigade (GSVBFB) which was in the process of purchasing a new support trailer and requested assistance in licensing the trailer.

While the preferred process is for the brigade to purchase and register the trailer with the Shire to pay for the licensing, registration of a vehicle to an unincorporated entity is not possible. The GSVBFB is not incorporated.

COMMENT

To enable progress of the acquisition, the trailer was purchased and licenced in the Shire's name, with the GSVBFB contributing the cost (ex GST) to the Shire.

In line with the BFAC recommendation, it is proposed -

- the ongoing licencing and insurance of the trailer be the responsibility of the Shire;
- all other ongoing maintenance and replacement costs be the responsibility of the GSVBFB; and

It is also proposed Council's 2024/25 Budget be amended to reflect the unbudgeted purchase of the trailer and equal contribution by the GSVBFB.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995
Part 6- Financial Management
Division 4 General financial provisions
s. 6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Policy 3.17 – Asset Management

BUDGET IMPLICATIONS

The purchase of the support trailer with GSVBFB contributing the cost will have no financial impact on Council's projected 2024/25 closing surplus as detailed below:

GL/Project	Description	Current Budget	Revised Budget	(Surplus / Deficit)
120505690	ESL BFB – Plant and Equipment $1,200 to $5,000 per item	0	4,812	4,812
130505000	ESL BFB – Contribution	0	(4,812)	(4,812)
			Change to Closing Surplus	0

Annual licensing and insurance costs are expected to be approximately $100-$150 and will be covered within Council's plant operating budget.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.1 Management of Assets - Maintain civic buildings, public places, plant, roads, cycleways, and pathways based on asset management plans and identified priorities.

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

James Bayliss (Executive Manager Regulatory and Development Services) left the meeting at 3.35pm.

Cr Kestel left the meeting at 3.35pm.

SUBSTANTIVE MOTION/OFFICER RECOMMENDATION

MOVED: Councillor Sorensen SECONDED: Councillor Woods

That Council :

1. Endorse the purchase of a support trailer for the Gingin South Volunteer Bushfire Brigade at a cost of $4,182 (ex GST), to be funded by a the Brigade;

2. Licence, keep licenced, and insure the support trailer, with all other costs including replacement remaining the responsibility of the Brigade; and

3. Amend its 2024/25 Budget as detailed below:

GL/Project	Description	Current Budget	Revised Budget	(Surplus / Deficit)
120505690	ESL BFB – Plant and Equipment $1,200 to $5,000 per item	0	4,182	4,182
130505000	ESL BFB – Contribution	0	(4,182)	(4,182)
	Change to Closing Surplus			0

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AMENDMENT MOTION

MOVED: Councillor Weeks SECONDED: Councillor Johnson

That Council amend Part 1 of the substantive motion by deleting the words "to be funded by the Brigade;"

CARRIED BY ABSOLUTE MAJORITY
7 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*
AGAINST: *Nil*

The amendment was incorporated into the Substantive Motion, which was then put.

COUNCIL RESOLUTION

MOVED: Councillor Sorensen SECONDED: Councillor Woods

That Council :

1. Endorse the purchase of a support trailer for the Gingin South Volunteer Bushfire Brigade at a cost of $4,182 (ex GST)

2. Licence, keep licenced, and insure the support trailer, with all other costs including replacement remaining the responsibility of the Brigade; and

3. Amend its 2024/25 Budget as detailed below:

GL/Project	Description	Current Budget	Revised Budget	(Surplus / Deficit)
120505690	ESL BFB – Plant and Equipment $1,200 to $5,000 per item	0	4,182	4,182
130505000	ESL BFB – Contribution	0	(4,182)	(4,182)
	Change to Closing Surplus			0

CARRIED BY ABSOLUTE MAJORITY
7 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*
AGAINST: *Nil*

Note: The budget figure of 4,812 shown in the Agenda was incorrect and should have been 4,182. This was noted as an administrative error by the Executive Manager Corporate and Community Services during discussion of the item and the figure was amended accordingly in the officer recommendation prior to Council voting on the matter.

James Bayliss (Executive Manager Regulatory and Development Services) returned to the meeting at 3.40 pm.

Councillor Kestel returned to the meeting at 3:40 pm.

13.2 LIST OF PAID ACCOUNTS SEPTEMBER 2024

File	FIN/25
Author	Emma Edwards- Accounts Payable Officer
Reporting Officer	Les Crichton- Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Voucher List - September 2024 [**13.2.1** - 7 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

For Council to note the payments made in September 2024.

BACKGROUND

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

COMMENT

Accounts totalling $1,576,629.23 were paid during the month of September 2024.

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

The schedule details:

• Municipal Fund electronic funds transfers (EFT)	$1,394,544.70
• Municipal Fund cheques	$210.35
• Municipal Fund direct debits	$181,874.18
TOTAL MUNICIPAL EXPENDITURE	**$1,576,629.23**
TOTAL EXPENDITURE	**$1,576,629.23**

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

While not included within the List of Paid Accounts, $4,000,000 of Municipal Funds was transferred during the month from Councils transaction account to Term Deposit with the Bendigo Bank. This is comprised primarily of 2024/25 rate revenue received since rate notices were issued, but not immediately required.

In accordance with Regulation 13A of the *Local Government (Financial Management) Regulations 1996* requiring details of purchasing card expenditure, the list of payments includes details of fuel card purchases in addition to previously supplied credit card purchases.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995
s.6.4 – Financial Report

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

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

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocations.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.4 Strategic & Sustainable Financial Planning - Undertake long-term resource planning and allocation in accordance with the Integrated Planning and Reporting Framework

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Sorensen SECONDED: Councillor Balcombe

That Council note all payments made by the Chief Executive Officer under Delegation 1.1.13 for September 2024 totaling $1,576,629.23 as detailed in the appendices to this report, comprising:

• Municipal Fund electronic funds transfers (EFT)	$1,394,544.70
• Municipal Fund cheques	$210.35
• Municipal Fund direct debits	$181,874.18
• Reserve Fund term deposit investment	$0

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/09/2024 - 30/09/2024

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

TYPE	DATE PAID	NAME	DETAILS	AMOUNT	
EFT-42458	4/09/2024	Australian Taxation Office (PAYG)	Payroll deduction for PE: 29/08/2024	42,945.00	
EFT-42459	4/09/2024	CFMEU	Payroll deduction for PE: 29/08/2024	60.00	
EFT-42460	4/09/2024	LGRCEU (WA Division)	Payroll deduction for PE: 29/08/2024	44.00	
EFT-42461	5/09/2024	A1 Fire Risk Services (WA) Pty Ltd	6 month fire extinguisher service to Shire facilities	6,888.15	
EFT-42462	5/09/2024	Able Removals	Removalist and Storage - Aged Well Units Lancelin	3,987.50	
EFT-42463	5/09/2024	AFGRI Equipment Pty Ltd	GG003: Minor repairs, GG001: Fan belt/Wiper washer	2,681.41	
EFT-42464	5/09/2024	Asset Infrastructure Management	Asset management pickup for RAMMS	18,210.06	
EFT-42465	5/09/2024	Avon Waste	Kerbside Collection Services 12/08/2024 - 23/08/2024	21,237.57	
EFT-42466	5/09/2024	BOC Pty Ltd	Gas and Oxygen Supplies for the Workshop and Gingin Medical Centre	107.40	
EFT-42467	5/09/2024	Brightmark Group Pty Ltd	Cleaning Tender RFT 01/2024 - August 2024	27,953.02	
EFT-42468	5/09/2024	Bullsbrook Water Carriers	Supply potable water to Lancelin Sport Complex	2,200.00	L
EFT-42469	5/09/2024	Bullsbrook Windscreens and Window Tinting	Replace/Repair damaged Windscreens 2GG, GG056, GG002, GG088	2,245.00	L
EFT-42470	5/09/2024	Carrington's Traffic Services	Traffic Management for shoulder works	9,767.94	
EFT-42471	5/09/2024	Cooee Couriers & Transport	Courier Charges 07/08/2024 and 20/08/2024	290.40	L
EFT-42472	5/09/2024	Eurofins ARL Pty Ltd	Water sampling - Lancelin Sports Complex	1,342.00	
EFT-42473	5/09/2024	Gingin District Community Resource Centre Inc (CRC)	Event Advertisement - Gingin Buzz; Community Grants 2024/25 Gingin British Car Day; 24/25 Funding Assistance Scheme Grants - Gingin Visitors Centre	23,760.00	L
EFT-42474	5/09/2024	GR Thomson Truck Hire	Water truck hire for maintenance grading	5,362.50	L
EFT-42475	5/09/2024	IGA Local Grocer Gingin	Supermarket purchases - Gingin August 2024	472.84	L
EFT-42476	5/09/2024	IT Vision	Realign Rates Instalment and Final Notice Templates	1,593.90	
EFT-42477	5/09/2024	Jeff's Mechanical Service	GG002 - Service	434.50	L
EFT-42478	5/09/2024	LD Total	Mowing Shire Facilities - August 2024	20,626.55	
EFT-42479	5/09/2024	NAPA a division of GPC Asia Pacific Pty Ltd	Ryco RST100 tool; GG013 - Fuel tank sender unit	736.86	
EFT-42480	5/09/2024	Omnicom Media Group Australia Pty Ltd (Marketforce)	Advertisement - Special Meeting of Electors, Work Manager, Executive Manager Operations & Assets	1,800.10	
EFT-42481	5/09/2024	PME Plastic & Metal Engraving	Stainless Steel Laser Etched Plaque - De Burgh St Benches	89.10	
EFT-42482	5/09/2024	Rosmech Sales & Service Pty Ltd	Sweeper Door Controller	431.82	
EFT-42483	5/09/2024	Rural Infrastructure Services	MCA for Main Roads WA for Mooliabeenee Road & Cowalla Road Review of the Country Heights Estate Stage 3A	8,305.00	
EFT-42484	5/09/2024	Seek Limited	Employment advertisement - Planning & Development Recruitment Pool Vacancies - Senior Planning Officer & Planning Officer on Seek.com website	858.00	
EFT-42485	5/09/2024	Stewart & Heaton Clothing Co Pty Ltd	BFB PPE Order - Boots, Trousers, Gloves, Goggles	6,762.32	
EFT-42486	5/09/2024	Think Promotional	Shire of Gingin Branded Pens	869.00	
EFT-42487	5/09/2024	T-Quip	GG095 - Rear Tyres	390.00	
EFT-42488	5/09/2024	WEX Australia Pty Ltd	Caltex Fuel Card Purchases - August 2024	2,093.48	
EFT-42489	5/09/2024	David Wilson	Community Resilience Coordinator (Minderoo)	1,400.00	L
EFT-42490	5/09/2024	Leigh Solomon	Assembly of 3 chairs and 3 tables Lancelin Library	216.54	L
EFT-42491	5/09/2024	Maria Finnigan	GU Holiday Park Refund - Booking Ref: 454230. Cancelled 09.08.2024 with Policy for full refund	175.00	R
EFT-42492	10/09/2024	AFGRI Equipment Pty Ltd	GG019: Rear View Wing Mirrors; GG004: Fan belt, Electrics	2,308.64	
EFT-42493	10/09/2024	Allwest Plant Hire	Multi tyre roller maintenance grading	4,356.00	
EFT-42494	10/09/2024	Altus Planning Pty Ltd	Assessment and Report: Starbush Way	1,980.00	
EFT-42495	10/09/2024	Brightmark Group Pty Ltd	Lancelin Hall Window Cleaning	250.00	
EFT-42496	10/09/2024	Bullsbrook Windscreens and Window Tinting	GG028 and GG045 - Windscreen chip repair	450.00	L
EFT-42497	10/09/2024	Ceramic Consultants Pty Ltd	Slip rating test and documentation on the floor at CU@Park Cafe	847.00	
EFT-42498	10/09/2024	CSStech	Mobile and Office Phone Management	165.00	
EFT-42499	10/09/2024	Duncan Solutions	Guilderton Parking Meters - Credit Card Transactions and monthly support	158.53	
EFT-42500	10/09/2024	Gingin Agencies WA	Adblu 1000litres	1,490.01	L
EFT-42501	10/09/2024	Gingin District Community Resource Centre Inc (CRC)	Community Grants 2024/25:Easter in the Park Event	342.10	L
EFT-42502	10/09/2024	Gingin Trading	Hardware Store Purchases - Gingin August 2024	2,365.30	L
EFT-42503	10/09/2024	Gull Gingin Pty Ltd	Fuel Purchases and Catering	213.97	L
EFT-42504	10/09/2024	Hempfield Small Motors	Mower spare parts	116.00	
EFT-42505	10/09/2024	Iron Mountain Australia Group Services Pty Ltd	Storage Business Cartons	345.96	
EFT-42506	10/09/2024	JCB Construction Equipment Australia (WA)	GG011 Hazard report and repair	1,263.45	
EFT-42507	10/09/2024	Lancelin Community Resource Centre Inc (CRC)	24/25 Funding Assistance Scheme Grant - Lancelin Tourism Initiative	11,000.00	L
EFT-42508	10/09/2024	Lancelin Trade and Rural Supplies	Hardware Store Purchases - Lancelin - August 2024	609.23	L
EFT-42509	10/09/2024	Landgate	Rural UV Interim Valuation Shared Schedule R2024/10	8.45	
EFT-42510	10/09/2024	Ledge's Kanga Service and Skip Bin Hire	Bin & Empty Service Contract Lancelin Jetty	2,200.00	L
EFT-42511	10/09/2024	Lo-Go Appointments	Temporary Staffing Rates Department	1,222.85	

Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/09/2024 - 30/09/2024

Payment Category
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TYPE	DATE PAID	NAME	DETAILS	AMOUNT	
EFT-42512	10/09/2024	McLeods Lawyers Pty Ltd	Legal Agreement: Sheoak Tree Milling Pty Ltd: Compliance Legal Costs	1,283.04	
EFT-42513	10/09/2024	Moore River Electrical Services	Replace 3 phase isolator Lancelin Sport Complex	220.00	L
EFT-42514	10/09/2024	Northern Garage Doors (WA)	Service roller doors Ledge Point Fire Station	350.00	
EFT-42515	10/09/2024	Ohura Consulting	ER/IR Consultancy	1,807.00	
EFT-42516	10/09/2024	QPC Group	Lexmark 56F6000 Black Toner	348.70	
EFT-42517	10/09/2024	Seabird Progress and Sports Association Inc	Seabird Hall hire - Community meet and greet	36.00	L
EFT-42518	10/09/2024	Stewart & Heaton Clothing Co Pty Ltd	BFB PPE Order - Name Badges	50.42	
EFT-42519	10/09/2024	Sunny Signs Company Pty Ltd	Lancelin Bowling/Golf Club entrance signs	832.70	
EFT-42520	10/09/2024	Team Global Express Pty Ltd	Courier charges 20/08/2024	120.60	
EFT-42521	10/09/2024	Tiffany's Catering	Catering - Council Briefing Session	168.00	L
EFT-42522	10/09/2024	Timber Insight Pty Ltd	Maintenance works Nolans Bridge MB4035	6,073.52	
EFT-42523	10/09/2024	Uniforms at Work	Staff Uniform Order	787.90	
EFT-42524	10/09/2024	W & J Greenwell	Work Boots PPE	173.00	L
EFT-42525	10/09/2024	West Coast Turf	Supply 84m2 of Kikuyu turf - Guilderton Caravan Park	951.60	L
EFT-42526	10/09/2024	Taylor Raymond-Vine	Reimbursement of Expenses for DoT training	277.54	R
EFT-42527	12/09/2024	Allwest Plant Hire	Multi tyre roller maintenance grading	869.65	
EFT-42528	12/09/2024	Avantgarde Technologies	Fortigate Unified Threat Protection	4,457.49	
EFT-42529	12/09/2024	Brown Acres WA Pty Ltd t/as Brown Automotive	Periodical Service GG082	875.00	L
EFT-42530	12/09/2024	Country Copiers	Printer Toner Cartridge Gingin Library and Colour Copier Charges	1,309.00	
EFT-42531	12/09/2024	Finishing WA	Finishing/binding of Ordinary and Special Council Meeting Minutes - Approx 5 books	1,045.00	
EFT-42532	12/09/2024	Full Flow Plumbing and Gas	Guilderton Caravan Park - Supply and swap pump; Guildertson Foreshore - Ablution cistern: Guilderton Country Club - Water Leak	3,481.50	L
EFT-42533	12/09/2024	Gingin Basketball Association Inc	2024/25 Community Grant - Revitalizing Basketball Courts and Rings	7,500.00	L
EFT-42534	12/09/2024	Gingin Fuel and Tyres Pty Ltd	Scout Hall Battery: Depot Diesel	33,145.00	L
EFT-42535	12/09/2024	Gingin Tree Services	Tree Pruning and Fallen Branch Removal	6,655.00	L
EFT-42536	12/09/2024	Hersey's Safety Pty Ltd	Tools/PPE Items	461.14	
EFT-42537	12/09/2024	IGA Local Grocer Gingin	Community Development Team - Meet and Greet Catering	237.32	L
EFT-42538	12/09/2024	Image Resources NL	Rate Refund Mining Tenement M2023/5 E70/03192	242.00	R
EFT-42539	12/09/2024	Kleenheat Gas Pty Ltd	Guilderton Caravan Park - LPG Bulk Gas	2,258.05	
EFT-42540	12/09/2024	Lancelin Gull Roadhouse	Fuel Purchases, August 2024	1,272.34	L
EFT-42541	12/09/2024	Lo-Go Appointments	Temporary Staffing Rates Department	1,222.85	
EFT-42542	12/09/2024	M & J Essential Solutions Pty Ltd Trading As trustee for the M & J Essential Solutions Trust	Councillor Training via Teams	250.00	
EFT-42543	12/09/2024	McLeods Lawyers Pty Ltd	Dog Act 1976 prosecution	6,413.55	
EFT-42544	12/09/2024	Moore River Electrical Services	Minor electrical repairs	385.00	L
EFT-42545	12/09/2024	Moore River Roadhouse	Fuel Purchases - Shire	830.01	L
EFT-42546	12/09/2024	Moore River Weight Watchers	Reimburse use of Guilderton Hall for group meeting	85.00	L
EFT-42547	12/09/2024	Procurement Plus	Guilderton Caravan Park Wastewater Sewage System Upgrade - Contract development services	6,911.52	
EFT-42548	12/09/2024	State Library of WA	Better Beginnings Program - 2024/25	308.00	
EFT-42549	12/09/2024	Tiffany's Catering	Catering for Members WALGA onsite training and CEO Performance Review	240.00	L
EFT-42550	12/09/2024	Wren Oil - Romine Holdings Pty Ltd	Seabird Waste Oil collection Seabird Tip	396.00	
EFT-42551	12/09/2024	LJ Hughes	Reimbursement: Water and Service Charges Lancelin Administration Office	202.68	L
EFT-42552	12/09/2024	Tony Pisconeri	Management/Supervision Services Lancelin and Seabird Waste Facility	17,374.00	
PAY-125	12/09/2024	Shire of Gingin	Net Pays for PE: 12/09/2024	146,576.60	
EFT-42553	16/09/2024	Shire of Gingin	Construction Training Fund (CTF) Bond Correction	61.65	
EFT-42554	16/09/2024	Australian Institute of Building Surveyors	Webinar- Principles of Performance-based Legislation	264.00	
EFT-42555	16/09/2024	Australian Taxation Office (PAYG)	Payroll deduction for PE: 12/09/2024	39,396.00	
EFT-42556	16/09/2024	Barrett Funerals (WA) Pty Ltd	Partial Refund - Burial Application Fee over paid on INV-2345	300.00	
EFT-42557	16/09/2024	Belgravia PRO Pty Ltd	Guilderton Caravan Park Management Fee; Pure Glamping & Hire equipment; RMS License	79,425.66	
EFT-42558	16/09/2024	Cat Haven	Cat Adoption Report from Cat Haven	11.00	
EFT-42559	16/09/2024	Cellarbrations Gingin	Council Meeting Refreshments Re-stock	72.00	L
EFT-42560	16/09/2024	CFMEU	Payroll deduction for PE: 12/09/2024	60.00	
EFT-42561	16/09/2024	Coastal Vegetation Management	MAFGP: RND2 2023/24 (Treatment ID 26534) Lancelin Townsite South Mechanical Works	82,500.00	
EFT-42562	16/09/2024	Complete Office Supplies Pty Ltd	Stationery Room Supplies and Paper Restock	1,785.72	
EFT-42563	16/09/2024	DADAA Limited	Community Grants 2024/25: DADAA Collage Workshops and Community Fair	1,100.00	L
EFT-42564	16/09/2024	Eagleye Technical Services	Data Point for A1 Printer	198.00	L
EFT-42565	16/09/2024	Fulton Hogan Industries Pty Ltd	4 x Bags Patch - Road Maintenance	2,816.00	

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TYPE	DATE PAID	NAME	DETAILS	AMOUNT	
EFT-42566	16/09/2024	Gingin Fuel and Tyres Pty Ltd	GG005 Diesel	68.28	L
EFT-42567	16/09/2024	Gingin Tree Services	Tree pruning Lancelin roadhouse	715.00	L
EFT-42568	16/09/2024	Greenway Solutions Pty Ltd t/as Greenway Turf Solutions	10L of ProForce Rumbler	341.00	
EFT-42569	16/09/2024	Hersey's Safety Pty Ltd	Chain safety inspection	308.00	
EFT-42570	16/09/2024	Jupiter Health and Medical Services (Lancelin Medical Centre)	Reimbursement of accommodation costs for Dr at Lancelin Medical Centre	4,400.00	
EFT-42571	16/09/2024	Lancelin Plumbing & Gas Pty Ltd	Unblock and clean sewer line Wangaree ablutions	605.00	L
EFT-42572	16/09/2024	Landgate	GRV Interim Valuations and Mining Tenements	727.74	
EFT-42573	16/09/2024	LGRCEU (WA Division)	Payroll deduction for PE: 12/09/2024	44.00	
EFT-42574	16/09/2024	M.R. Floors & Furnishings	Replace damaged carpet in Lancelin Aged Unit 10	2,718.75	L
EFT-42575	16/09/2024	McGees Property	Market Rent Review Desktop Assessment	1,650.00	
EFT-42576	16/09/2024	McLeods Lawyers Pty Ltd	Legal Expenses - Transfer of Lot 443; Court representation for appeal - Food Act 2008 prosecution	2,863.84	
EFT-42577	16/09/2024	Metrowest Technical Projects Pty Ltd	Partial Refund BLDG Application 203658	667.00	
EFT-42578	16/09/2024	Midwest Building (WA) Pty Ltd	Remedial works Lancelin Aged Well Units: Replace Iplex water pipes	56,243.55	L
EFT-42579	16/09/2024	Moore River Roadhouse	Fuel Purchases - Brigade	64.40	L
EFT-42580	16/09/2024	Moore Sands Resources Pty Ltd	Sand for Seabird Landfill	5,769.05	L
EFT-42581	16/09/2024	Northern Valley News	Advertising	1,025.00	L
EFT-42582	16/09/2024	Novatec Energy Solutions Pty Ltd	Electrical test/tagging; Service Air Conditioners; Replace faulty electrical components	11,497.20	
EFT-42583	16/09/2024	OEM Group Pty Ltd	Pressure cleaner inspection	170.01	
EFT-42584	16/09/2024	Plumb It Right Pty Ltd	Guilderton Caravan Park - Site 84 repairs	1,372.80	L
EFT-42585	16/09/2024	Redfield Park Community Association	Community Grants 2024/25- Public Liability Insurance	401.76	L
EFT-42586	16/09/2024	Sunny Signs Company Pty Ltd	Stickers/Decals	34.10	
EFT-42587	16/09/2024	Team Global Express Pty Ltd	Courier Charges 22/08/2024 to 04/09/2024	299.38	
EFT-42588	16/09/2024	Wanneroo Isuzu Ute	CEO car Isuzu MUX 4x4 LST3.0L AT	68,627.55	
EFT-42589	16/09/2024	WANT Plumbing Services Pty Ltd	Repair hot water urn in Depot kitchen	440.00	L
EFT-42590	16/09/2024	Leigh Solomon	Guilderton Caravan Park General Maintenance	2,173.06	L
EFT-42591	16/09/2024	Tracey Hagan	Staff Reimbursement for Work Safety Boots	139.95	R
EFT-42592	19/09/2024	AFGRI Equipment Pty Ltd	GG003: Service; GG001: Hydraulic Coolant System Repair	5,404.34	
EFT-42593	19/09/2024	AMPAC Debt Recovery WA Pty Ltd	Rate refund allocated incorrectly	150.00	R
EFT-42594	19/09/2024	Australia Post	Bulk Rates Mail Sorting charges and Reply Paid Letters	7,402.51	
EFT-42595	19/09/2024	Complete Office Supplies Pty Ltd	IT Stationery Order	311.73	
EFT-42596	19/09/2024	Construction Training Fund	Construction Training Fund	2,243.35	
EFT-42597	19/09/2024	Department of Mines, Industry Regulation and Safety - Bond Administrator DMIR	Building Services Levy	4,672.74	
EFT-42598	19/09/2024	Eagleye Technical Services	Electrical testing and tagging and Smoke Alarms, Exit lighting, RCD checks	24,921.60	L
EFT-42599	19/09/2024	Full Flow Plumbing and Gas	Repair water leak at Seabird Hall; Guilderton Caravan Park - Site 66: Fix post and replace damaged copper tubing	605.00	L
EFT-42600	19/09/2024	Gingin Arts and Craft Group Inc	Community Grants 2024/25:Free Standing Wash Station	2,500.00	L
EFT-42601	19/09/2024	Gingin District Community Resource Centre Inc	Event Advertisement - Carers High Tea	110.00	L
EFT-42602	19/09/2024	Glide Automotive	GG070 Wheel Alignment	132.00	
EFT-42603	19/09/2024	Jtagz Pty Ltd	Dog and Cat Registration tags for 2024	418.28	
EFT-42604	19/09/2024	K B Riley & Sons Pty Ltd t/a Lancelin Sands	Portable Toilet Pump out Lancelin Waste Facility	300.00	L
EFT-42605	19/09/2024	Kleen West Distributors	Supply toiletries Shire Facilities	3,594.86	
EFT-42606	19/09/2024	Lancelin IGA	Lancelin Supermarket Purchases August 2024	151.72	L
EFT-42607	19/09/2024	LGISWA	LGISWA Scheme Property Adjustment for 23/24 Financial Year. Bridge Maintenance	16,687.59	
EFT-42608	19/09/2024	Lo-Go Appointments	Temporary Staffing Rates Department	1,222.85	
EFT-42609	19/09/2024	M.R. Floors & Furnishings	Supply and install diminishing strips for Lancelin Aged Unit 10	110.00	L
EFT-42610	19/09/2024	Moore River Electrical Services	Install solar lighting to Guilderton Foreshore Carpark, repair wiring to BBQ shelter lights	8,827.00	L
EFT-42611	19/09/2024	Novatec Energy Solutions Pty Ltd	Inspect and replace gas for air conditioners at Gingin Depot	660.00	
EFT-42612	19/09/2024	Shire of Gingin	Construction Training Fund; Building Services Levy Commissions	138.00	
EFT-42613	19/09/2024	Stewart & Heaton Clothing Co Pty Ltd	BFB PPE Order - Jackets	2,655.02	
EFT-42614	19/09/2024	Tiffany's Catering	Catering - Council Meeting and Staff Meeting	450.00	L
EFT-42615	19/09/2024	Zipform	Annual Rates Mailout 2024 - printing & posting	16,369.04	
EFT-42616	19/09/2024	David Wilson	Community Resilience Coordinator (Minderoo)	2,400.00	L
EFT-42617	19/09/2024	Saverio De Ceglie	Rate refund	21,500.00	R
EFT-42618	19/09/2024	Shane Platt	Rate refund	1,356.30	R

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TYPE	DATE PAID	NAME	DETAILS	AMOUNT	
EFT-42619	25/09/2024	ACS Swan Express Print	Community Car Promotional Material	400.40	
EFT-42620	25/09/2024	AFGRI Equipment Pty Ltd	GG004 - Hydraulic Hose Leak Repair	2,936.89	
EFT-42621	25/09/2024	Aurora Delta Pty Ltd	Pre Employment Medical - Governance Support Officer	185.00	L
EFT-42622	25/09/2024	Avon Waste	Kerbside Collection Services	21,280.75	
EFT-42623	25/09/2024	Brown Acres WA Pty Ltd t/as Brown Automotive	GG068 - Service	295.00	L
EFT-42624	25/09/2024	Caraban Limestone & Sand Supplies	Supply Limestone for Sadler Road	39,623.10	L
EFT-42625	25/09/2024	Cellarbrations Gingin	Refreshments for Council Meeting	39.00	L
EFT-42626	25/09/2024	Coastal Courier	Event Advertisement - Carers High Tea and Annual Garden Party	80.00	L
EFT-42627	25/09/2024	DB Auto Electrical & Mechanical	Onsite Repairs GG084 - Heat Damage	435.00	L
EFT-42628	25/09/2024	Dell Australia Pty Ltd	Dell Desktop Computers and Monitors	5,534.47	
EFT-42629	25/09/2024	Department of Transport	Release of Information fee: Parking Infringement Notice August 2024	36.40	
EFT-42630	25/09/2024	Eagleye Technical Services	Replace electrical components	8,937.50	L
EFT-42631	25/09/2024	Full Flow Plumbing and Gas	Repair stand pipe spout at Seaview Park	649.00	L
EFT-42632	25/09/2024	Halsall & Associates Pty Ltd	Guilderton Foreshore Development: provision of plans	3,135.00	
EFT-42633	25/09/2024	Indian Ocean Pest Control	Chemical Weed Sprays	44,550.00	L
EFT-42634	25/09/2024	Ledge Point Community Association - LPCA	Community Grants 2024/25: PLI	480.00	L
EFT-42635	25/09/2024	Miracle Recreation Equipment	Stainless steel S hooks for playgrounds	231.00	
EFT-42636	25/09/2024	Moore River News Inc	Event Advertisement - Carers High Tea	110.00	L
EFT-42637	25/09/2024	PLE Computers Pty Ltd	IT tools and components	295.00	
EFT-42638	25/09/2024	Public Transport Authority (PTA) - Transwa	TRANSWA Ticket Sales	10.30	
EFT-42639	25/09/2024	Seek Limited	Employment advertisements x 5	2,332.00	
EFT-42640	25/09/2024	Shire of Gingin	TRANSWA Ticket Sales Commission	3.00	
EFT-42641	25/09/2024	Technology One Limited	Intramaps/Geospatial Technical Support 12 months	26,268.00	
EFT-42642	25/09/2024	Waterlogic Australia Pty Ltd	Rental and service of SD5 Cool & Cold Countertop and Clean Stream	167.68	
EFT-42643	25/09/2024	Woodridge Community Association	Community Grants 2024/25: Woodridge Spring Fair	2,500.00	L
EFT-42644	25/09/2024	Becky-Sue Dorloff	Reimbursement for PPE - Boots and Pants	289.80	R
EFT-42645	25/09/2024	LJ Hughes	Quarter of 24/25 rates paid for Lancelin Shire Office Lease	1,322.10	R
PAY-126	26/09/2024	Shire of Gingin	Net Pays for PE: 26/09/2024	151,792.20	
EFT-42646	27/09/2024	Colin Fewster	Shire President Quarterly Payment 01/07/2024 - 30/09/2024	8,525.00	
EFT-42647	27/09/2024	Erik Sorensen	Shire Councillor Quarterly Payment 01/07/2024 - 30/09/2024	2,705.00	
EFT-42648	27/09/2024	Frank Johnson	Shire Councillor Quarterly Payment 01/07/2024 - 30/09/2024	2,705.00	
EFT-42649	27/09/2024	Frank Peczka	Shire Councillor Quarterly Payment 01/07/2024 - 30/09/2024	2,705.00	
EFT-42650	27/09/2024	Jason Weeks	Shire Councillor Quarterly Payment 01/07/2024 - 30/09/2024	2,705.00	
EFT-42651	27/09/2024	Lincoln Stewart	Shire Councillor Quarterly Payment 01/07/2024 - 30/09/2024	2,705.00	
EFT-42652	27/09/2024	Linda Balcombe	Shire Deputy President Quarterly Payment 01/07/2024 - 30/09/2024	3,705.00	
EFT-42653	27/09/2024	Nicole Woods	Shire Councillor Quarterly Payment 01/07/2024 - 30/09/2024	2,705.00	
EFT-42654	30/09/2024	A1 Fire Risk Services (WA) Pty Ltd	Supply 2 x 9kg fire extinguishers for depot	520.30	
EFT-42655	30/09/2024	Aurora Delta Pty Ltd	Medical Subsidy Payment August 2024	5,484.33	L
EFT-42656	30/09/2024	Australian Taxation Office (PAYG)	Payroll deduction for PE: 26/09/2024	40,922.00	
EFT-42657	30/09/2024	Bunnings Buildings Supplies Pty Ltd	Ozito 18v cordless compact drill and driver kit	99.00	
EFT-42658	30/09/2024	CFMEU	Payroll deduction for PE: 26/09/2024	60.00	
EFT-42659	30/09/2024	Complete Office Supplies Pty Ltd	Stationery Order and Council Meeting Refreshments	856.72	
EFT-42660	30/09/2024	CSE Crosscom Pty Ltd	Radio Maintenance - Shire Fleet	5,169.01	
EFT-42661	30/09/2024	Ellen Brockman Integrated Catchment Group Inc	24/25 Funding Assistance Scheme - Landcare in the Gingin Brook Catchment	5,500.00	L
EFT-42662	30/09/2024	Emerg Solutions Pty Ltd	Bart Annual Subscription	160.00	
EFT-42663	30/09/2024	Full Flow Plumbing and Gas	Septic tank pump out and tree root removal	1,870.00	L
EFT-42664	30/09/2024	Gingin District Community Resource Centre Inc (CRC)	Event Flyer - Annual Garden Party	110.00	L
EFT-42665	30/09/2024	Gingin Fuel and Tyres Pty Ltd	Repair and Maintenance: GG6458, GG041, GG046, GG06	952.30	L
EFT-42666	30/09/2024	Greenway Solutions Pty Ltd t/as Greenway Turf Solutions	Supply 20L of Syngenta Acelepryn - Pest Control	11,440.00	
EFT-42667	30/09/2024	HayDan Haulage & Rural Services	Supply and install mesh fence for Lancelin Depot	12,570.75	L
EFT-42668	30/09/2024	iCool Refrigeration Services Pty Ltd	Repairs to cool room at Granville Civic Centre	533.50	
EFT-42669	30/09/2024	IT Vision	Install changes to Definitiv payroll system	831.60	
EFT-42670	30/09/2024	Jeff's Mechanical Service	Replacement Battery GG09	269.50	L
EFT-42671	30/09/2024	Lancelin Beach Breaks	Final Accommodation and Deep Clean: Lancelin Aged Units Works	3,870.00	L

Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/09/2024 - 30/09/2024

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

TYPE	DATE PAID	NAME	DETAILS	AMOUNT
EFT-42672	30/09/2024	LFA First Response	Replacement Defibrillator Batteries and Pads	12,988.00
EFT-42673	30/09/2024	LGRCEU (WA Division)	Payroll deduction for PE: 26/09/2024	44.00
EFT-42674	30/09/2024	Loadstar Trailers	Gingin South Volunteer Bushfire Brigade: Fire Support Trailer	4,600.00
EFT-42675	30/09/2024	Lo-Go Appointments	Temporary Staffing Rates Department	1,222.85
EFT-42676	30/09/2024	Mcintosh and Son	Service: GG016, GG026	2,568.78
EFT-42677	30/09/2024	Moore Sands Resources Pty Ltd	Guilderton Caravan Park: Plasterers sand	440.00 L
EFT-42678	30/09/2024	Moore Septics	Pump out septic at Guilderton Foreshore and Caravan Dump Point Gingin	2,530.00 L
EFT-42679	30/09/2024	Niche Diving Services Pty Ltd	Diving Services at Gingin Aquatics Centre	4,906.55
EFT-42680	30/09/2024	Nqpetro Pty Ltd	Fuel tank calibrations and repair	3,016.77
EFT-42681	30/09/2024	Officeworks	Refreshments, Stationery and Toner	501.20
EFT-42682	30/09/2024	Offshore Diving Services	Inspect mooring and re-instate swimming pontoon at Guilderton	3,850.00
EFT-42683	30/09/2024	Omnicom Media Group Australia Pty Ltd (Marketforce)	Tender advertisement - RFT03/2024, Employment advertisements	2,797.05
EFT-42684	30/09/2024	RingCentral Australia Pty Ltd	Monthly Expenses for office phone service	1,178.10
EFT-42685	30/09/2024	Shermac Engineering	Additions to new water truck under construction	7,645.83
EFT-42686	30/09/2024	Team Global Express Pty Ltd	Courier Charges 16/09/2024 - 19/09/2024	175.42
EFT-42687	30/09/2024	Tiffany's Catering	High Tea Event - Carers	800.00 L
EFT-42688	30/09/2024	Truck Centre WA Pty Ltd	GG045 - Service and parts	1,346.16
EFT-42689	30/09/2024	Wren Oil - Romine Holdings Pty Ltd	Oil Waste Disposal, Admin and Compliance Fees	473.00
EFT-42690	30/09/2024	Wurth Australia Pty Ltd	Hand Cleaner	430.93
EFT-42691	30/09/2024	Thomas Kusters	Ablution cistern services and chemical eye wash installation	2,430.00 L
EFT TOTAL				**1,394,544.70**
CHEQUES				
CHQ-116495	12/09/2024	Shire Of Gingin	Petty Cash Float Reconciliation	210.35
CHEQUES TOTAL				**210.35**
DIRECT DEBIT				
DE-5477	1/09/2024	Bendigo Bank	Bendigo Bank: Transfer Fees	62.50
DE-5478	1/09/2024	Bendigo Bank	Bendigo Bank: Bpay Biller Fee	364.32
DE-5470	1/09/2024	Go Go Media	Monthly ON-HOLD MESSAGES Service	75.90
DE-5479	2/09/2024	Bendigo Bank	Bendigo Bank: FTS De Process GST Fees	6.54
DE-5423	2/09/2024	Synergy	Electricity Lot 197 Chalon Ave Seabird	725.87
DE-5422	2/09/2024	Synergy	Electricity Lot 86 Gingin Rd Lancelin	237.81
DE-5427	2/09/2024	Synergy	Electricity Lot 47 Chalon Ave Seabird	204.15
DE-5428	2/09/2024	Synergy	Electricity Lot 236 Brockman St Guilderton	146.48
DE-5480	2/09/2024	Bendigo Bank	Bendigo Bank: Tyro Fees July 2024	1,413.74
DE-5481	2/09/2024	Bendigo Bank	Bendigo Bank: Tyro Fees July 2024	35.77
DE-5482	2/09/2024	Bendigo Bank	Bank Fee: De Fees	4.35
DE-5483	2/09/2024	Department of Justice	Lodgement fee for registering unpaid infringements	688.00
DE-5484	2/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	5,279.60
DE-5485	3/09/2024	Bendigo Bank	Bendigo Bank: CBA Merchant Fees	64.00
DE-5487	3/09/2024	Bendigo Bank	Bendigo Bank: CBA Merchant Fees	213.13
DE-5488	3/09/2024	Bendigo Bank	Bendigo Bank: CBA Merchant Fees	65.24
DE-5433	3/09/2024	Synergy	Lot 12 U A Weld St Gingin	1,705.21
DE-5432	3/09/2024	Synergy	Electricity 25007 Dewar St Guilderton	2,113.54
DE-5431	3/09/2024	Synergy	Electricity 7 Brockman St Gingin	1,846.26
DE-5430	3/09/2024	Synergy	Electricity Loc 3 Ocean Farm Dr Nilgen	1,719.32
DE-5429	3/09/2024	Synergy	Electricity Lot 11 Dewar St Guilderton	779.09
DE-5434	3/09/2024	Synergy	Electricity Dewar St Guilderton	244.84
DE-5489	3/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,948.00
DE-5436	4/09/2024	Synergy	Electricity Lot 232 Wedge St Guilderton	390.62
DE-5435	4/09/2024	Synergy	Electricity Fraser St Guilderton	195.17
DE-5417	4/09/2024	Water Corporation	Water Ocean Farm Dr Nilgen Lot 4021 RES 35092	392.78
DE-5418	4/09/2024	Water Corporation	Water Ocean Farm Dr Nilgen Lot 4021 RES 35092	8.60
DE-5490	4/09/2024	Bendigo Bank	Bank Fee: De Fees	0.45
DE-5491	4/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	2,037.75
DE-5492	5/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	4,367.45
DE-5493	5/09/2024	Bendigo Bank	Bank Fee: De Fees	4.65
DE-5463	5/09/2024	Telstra	Telephone Charges Guilderton Caravan Park	240.30
DE-5447	6/09/2024	Synergy	Electricity charges 60 King Dr Woodridge	789.32
DE-5446	6/09/2024	Synergy	Electricity Lot 99 Weld St Gingin	549.25
DE-5882	6/09/2024	HP Financial Services (Australia) Pty Ltd	Printe Develop Ineo 958 Monthly Payment	705.40
DE-5494	6/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	2,518.45

Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/09/2024 - 30/09/2024

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

TYPE	DATE PAID	NAME	DETAILS	AMOUNT
DE-5495	6/09/2024	Helen Sampson	Management and Supervision Contract Gingin Waste Facility	2,538.46
DE-5476	9/09/2024	Telstra	Telstra Group Plan	1,641.21
DE-5497	9/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,320.25
DE-5498	9/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,383.90
DE-5455	10/09/2024	Synergy	Electricity Lot 889 Gingin Brook Rd Neergabby	254.07
DE-5461	10/09/2024	Synergy	Electricity 708 Ocean Farm Dr Nilgen	216.00
DE-5475	10/09/2024	Telstra	Telstra Group Plan	923.85
DE-5504	10/09/2024	Bendigo Bank	Bank Fee: De Fees	5.25
DE-5456	11/09/2024	Synergy	Electricity Lot 269 Seaview Dr Karakin	354.34
DE-5506	11/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,911.15
DE-5516	12/09/2024	Bendigo Bank	Bank Fee: De Fees	14.40
DE-5517	12/09/2024	Bendigo Bank	Bank Fee: De Fees	3.90
DE-5518	12/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,965.95
DE-5508	12/09/2024	Precision Administration Services Pty Ltd	Payroll deduction for PE: 12/09/2024	28,739.20
DE-5519	13/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	9,765.15
DE-5507	14/09/2024	Credit Card - CEO	CEO Credit Card Purchases - August 2024	4,188.38
DE-5520	16/09/2024	Bendigo Bank	Bendigo Bank: Transfer Fees	48.57
DE-5521	16/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	13,824.15
DE-5522	17/09/2024	Bendigo Bank	Bank Fee: De Fees	5.70
DE-5500	17/09/2024	Business Service Brokers T/A TeleChoice	Mobile charges	195.00
DE-5523	17/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	8,840.45
DE-5535	18/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,004.55
DE-5536	18/09/2024	Department of Justice	Lodgement fee	189.00
DE-5550	19/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	5,453.45
DE-5551	19/09/2024	Bendigo Bank	Bank Fee: De Fees	4.05
DE-5537	20/09/2024	Helen Sampson	Management and Supervision Contract Gingin Waste Facility	2,538.46
DE-5552	20/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	705.25
DE-5553	20/09/2024	Windcave Pty Ltd	Transaction Fees	1,344.39
DE-5503	22/09/2024	Vocus Communications	Vocus Enterprise Internet	1,769.90
DE-5554	23/09/2024	Bendigo Bank	Bank Fee - Document Preparation Fee	100.00
DE-5468	24/09/2024	Westnet Internet Services	Internet Service CEO Residence	74.99
DE-5502	24/09/2024	Synergy	Electricity charges Lot 1 Brockman Street	140.61
DE-5499	24/09/2024	Synergy	Electricity charges Street Lights	11,392.84
DE-5501	24/09/2024	Water Corporation	Water Miragliotta St Lancelin Lot 85 RES 24018	120.35
DE-5555	24/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	3,398.65
DE-5496	24/09/2024	Australia Post	Postage charges	487.50
DE-5560	25/09/2024	Bendigo Bank	Bank Fee - Document Preparation Fee	100.00
DE-5561	25/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	1,895.45
DE-5562	25/09/2024	Bendigo Bank	Bank Fee: De Fees	4.05
DE-5573	26/09/2024	Bendigo Bank	Bank Fee: De Fees	14.55
DE-5574	26/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	3,002.40
DE-5538	26/09/2024	Telstra	Internet: Seabird Fire Brigade	104.00
DE-5572	26/09/2024	Precision Administration Services Pty Ltd	Payroll deduction for PE: 26/09/2024	29,745.77
DE-5576	27/09/2024	Bendigo Bank	Bank Fee: De Fees	1.20
DE-5577	27/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	5,061.85
DE-5579	30/09/2024	Department of Transport	Department of Transport - Police Licensing DOT	616.95
DE-5580	30/09/2024	LJ Hughes	Allocation of Lease Payment - Lanclein Office	669.50
DE-5581	30/09/2024	Dell Financial Services Pty Ltd	Allocation of Lease Payment - IT Service Refresh	1,651.29
DIRECT DEBIT				**181,874.18**

TOTAL MUNICIPAL **1,576,629.23**

RESERVE - TERM DEPOSIT INVESTMENT

RESERVE - TERM DEPOSIT INVESTMENT TOTAL **0.00**

TOTAL **1,576,629.23**

CREDIT CARD BREAK-UP

August	CEO	Mailchimp	Monthly Subscription	119.04
		Mega Pacific	Valve GG045	733.70

Payments made under Delegated Authority *2.1 Payment of Creditors* for the period 01/09/2024 - 30/09/2024

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

TYPE	DATE PAID	NAME	DETAILS	AMOUNT
		CU @ Park	Refreshments Executive Management & New CEO	126.10
		ASIC	Company Extract	10.00
		Crommelins	Concrete Cutter Spare Parts	183.70
		EBC Solutions	Anti Slip & Bond CU @ Park	2,834.15
		Booking.com	Staff Accommodation Procurement Training	177.69
		Bendigo Bank	Card Fee	4.00
				4,188.38
	EMCCS	Quest Innaloo	Parking Fees DoT Training	76.68
		Quest Innaloo	Reimbursement DoT Discount Accommodation	-281.50
		Bendigo Bank	Card Fee	4.00
				-200.82
	EMRDS			
				0.00
	CESM			
				0.00
	Total			**3,987.56**
PUMA CARD BREAKUP				
August		WEX Australia	2GG: 160.66L	289.03
			GG033: 147.78L	293.02
			GG06: 139.58L	139.58
			GG070: 291L	575.19
			GG082: 62.37L	119.06
			GG084: 32.92L	62.84
			GG005: 275.76L	522.95
			GG034: 25.79L	51.45
			Smart Parts Jerry Cans: 39.86L	39.86
			Transaction Fees	0.50
	Total			**2,093.48**

14 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

14.1 DEVELOPMENT APPLICATION - EXTENSION TO OUTBUILDING - LOT 232 WEDGE STREET, GUILDERTON

File	BLD/3778
Applicant	Guilderton Golf Club
Location	Lot 232 Wedge Street, Guilderton
Owner	Shire of Gingin
Zoning	Parks & Recreation
WAPC No	N/A
Author	Ross Harper – Planning Officer
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	1. Aerial Imagery [**14.1.1** - 1 page] 2. Location Plan [**14.1.2** - 1 page] 3. Applicant's Proposal & Site Plan [**14.1.3** - 3 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for an extension to an existing outbuilding on Lot 232 Wedge Street, Guilderton.

BACKGROUND

The subject land accommodates various community facilities including the Guilderton Golf Club which operates from the site. The Club is seeking to extend an existing outbuilding used for the storage of golf carts.

The proposed extension to the outbuilding is 5.8 metres in width and 4.5 metres in length.

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

The applicant's proposal and site plan are provided (**see appendices**).

COMMENT

Stakeholder Consultation

The proposal is not viewed as impacting any nearby landowners. On that basis no community consultation has been undertaken.

PLANNING FRAMEWORK

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

The subject land is zoned "Local Reserve' (public use) under LPS 9. The use and development of local reserves is controlled under Part 2 of the Scheme, which states:

2.5 Use and Development of Local Reserves

2.5.1 A person must not -

a) use a Local Reserve; or
b) commence or carry out development on a Local Reserve, without first having obtained development approval under Part 7 of the deemed provisions.

2.5.2 In determining an application for development approval the local government is to have due regard to –
a) the matters set out in clause 67 of the deemed provisions; and
b) the ultimate purpose intended for the Reserve.

2.5.3 In the case of land reserved for the purposes of public authority, the local government is to consult with that authority before determining an application for development approval.

LPS 9 does not prescribe any objectives for the "Public Use' reserve, and therefore it is appropriate to consider the objectives prescribed for the reserve type in the model provision (*Planning and Development (Local Planning Schemes) Regulations 2015).* The model provisions provide the following objective for a 'public purpose' reserve:

- *To provide for a range of essential physical and community infrastructure.*

The development is viewed as being compatible with the abovementioned objective.

Planning and Development (Local Planning Scheme) Regulations 2015 (Deemed Provisions)

The following matters listed under clause 67 of the Deemed Provisions are considered relevant to the proposal and have been addressed with officer comments accordingly below:

j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve.

Officer comment

As noted above, the objective of the reserve is satisfied.

Summary

In view of the above, the officer supports the development subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.3 Planning and Land Use - Plan the use of the land to meet future requirements, incorporating economic development objectives and community amenity.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Weeks

That Council grant Development Approval for an outbuilding extension on Lot 232 Wedge Street, Guilderton in accordance with the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans and specifications, including the directions written in red ink by the Shire, unless otherwise conditioned in this approval.

2. This approval is for an outbuilding extension only as indicated on the approved plans.

3. The outbuilding extension shall not be used for human habitation and any other industrial or commercial purposes.

4. The finished floor level of the outbuilding extension must be set at the existing average natural ground level to the satisfaction of the Shire of Gingin.

5. The approved outbuilding extension is to be constructed using new materials and is to be of a consistent colour scheme

Advice Notes:

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

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

Note 3: Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Public Health Act 2016,* which are to be approved by the Shire of Gingin.

Note 4: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

7 Brockman St
Gingin WA 6503
P: 08 9575 5100
255 Vins Way
Lancelin WA 6044
P: 08 9575 5155
E: mail@gingin.wa.gov.au

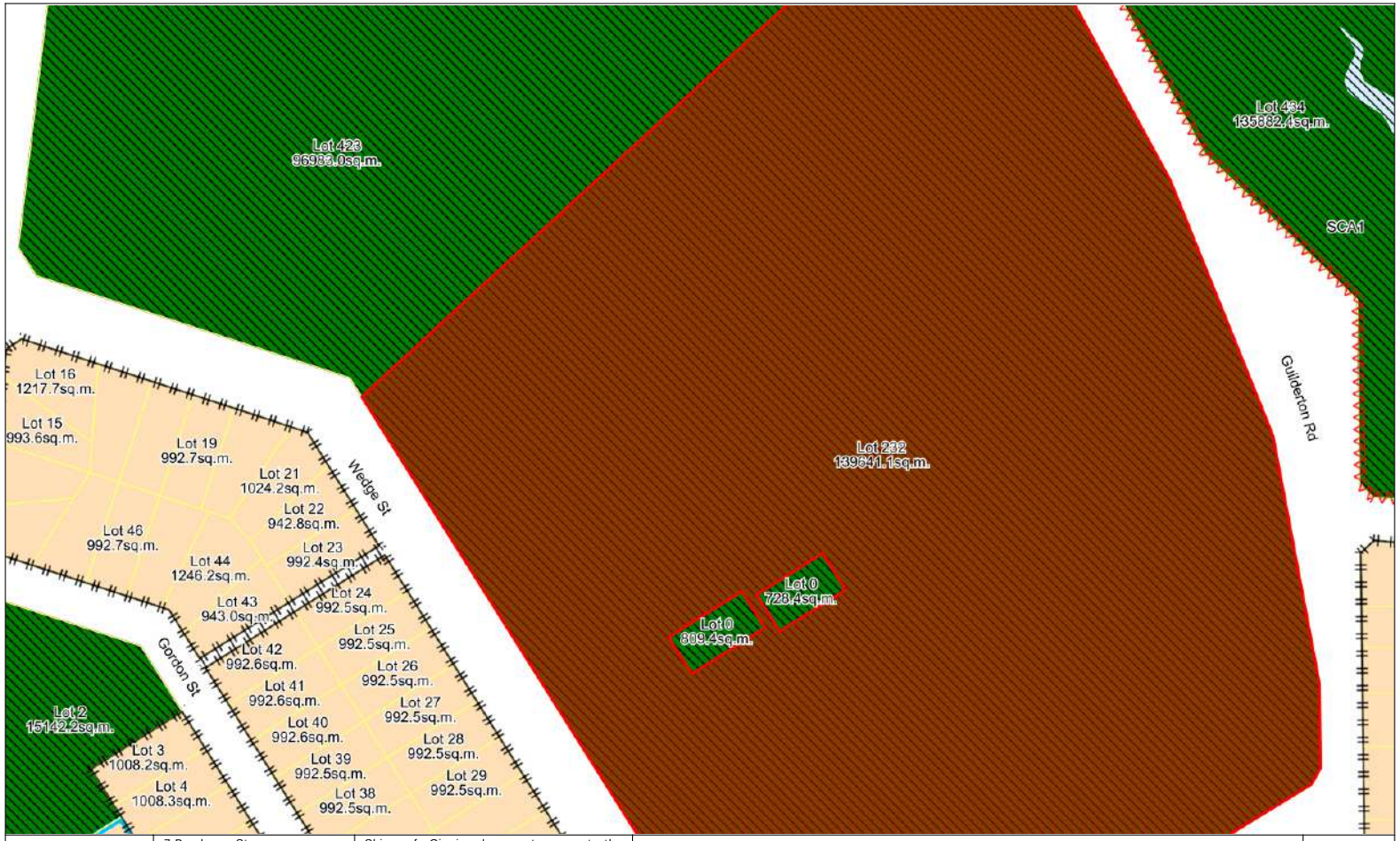
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.

Aerial Imagery - Lot 232 Wedge Street, Guilderton

Scale: 1:964

Date: 23/07/2024

N



SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

7 Brockman St
Gingin WA 6503
P: 08 9575 5100
255 Vins Way
Lancelin WA 6044
P: 08 9575 5155
E: mail@gingin.wa.gov.au

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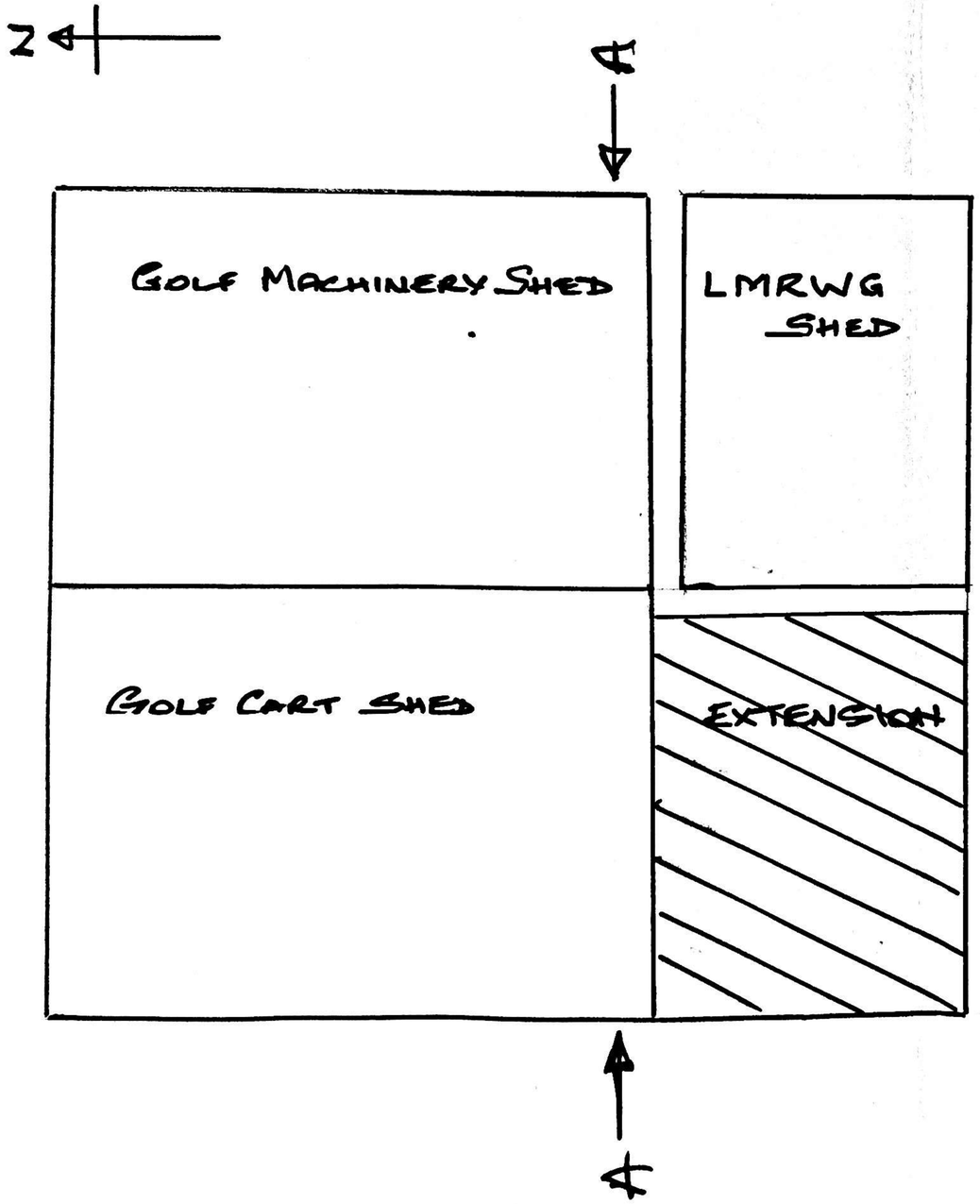
Location Plan - Lot 232 Wedge Street, Guilderton

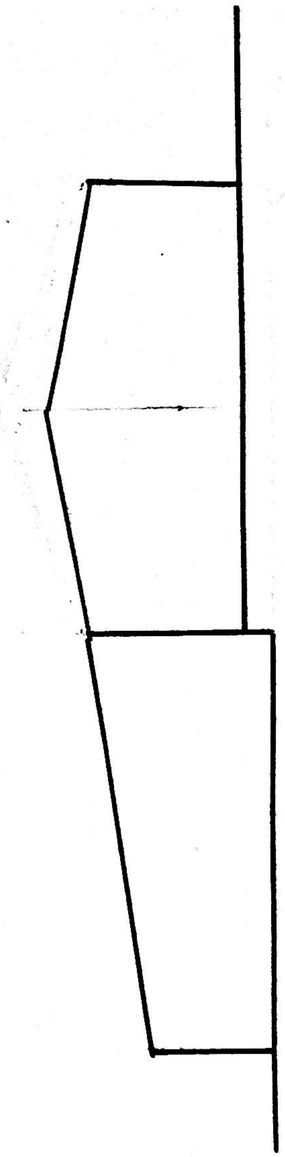
Scale: 1:2500

Date: 23/07/2024

N

GUILDERTON GOLF CLUB CART EXTENSION. 5.2024





SECTION AA

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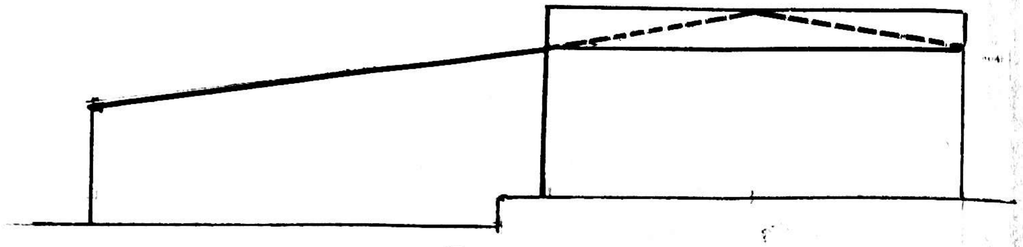
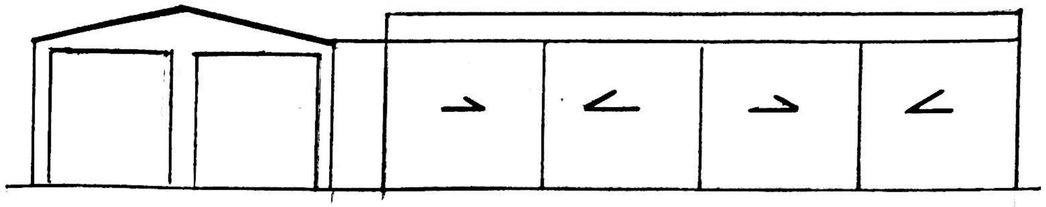
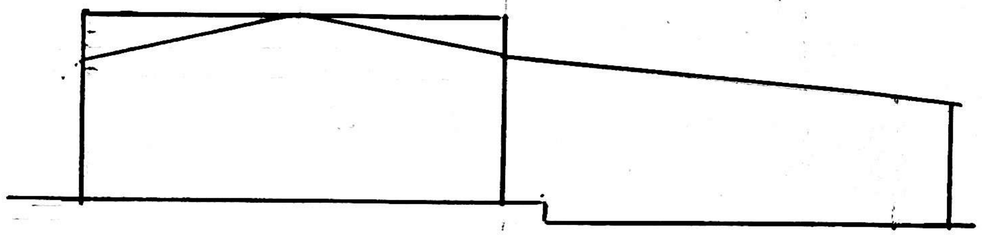
GUILDERTON GOLF CART SHED EXTENSION



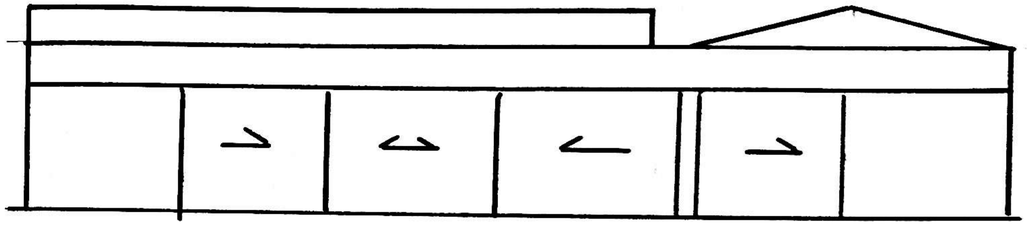
SOUTH



EAST



NORTH



WEST

Annexure 2 – Sketch of Premises

Exclusion Zones/Area

	Fire Shed, Moore Men's Shed and Shire Shed	Excluded
	Playground, Skate Park, Tennis Courts and Public Toilets	Excluded
	Telstra Pole and Hut Leased Areas	Excluded
	Guilderton Community Hall	Item 8.1

14.2 DEVELOPMENT APPLICATION - PROPOSED SHOP (POST OFFICE) - LOT 4021 (708) OCEAN FARM DRIVE, NILGEN

File	BLD/7854
Applicant	Ocean Farm Community & Recreation Association
Location	Lot 4021 (708) Ocean Farm Drive, Nilgen
Owner	Shire of Gingin
Zoning	Parks and Recreation
WAPC No	N/A
Author	Ross Harper – Planning Officer
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	1. Location Plan [**14.2.1** - 1 page] 2. Aerial Imagery [**14.2.2** - 1 page] 3. Applicant's Proposal [**14.2.3** - 1 page] 4. Area Map [**14.2.4** - 1 page] 5. Site Plan [**14.2.5** - 1 page]

DISCLOSURES OF INTEREST

Cr Peczka declared an Impartiality Interest in Item 14.2 as he is the owner of the Lancelin Post Office.

PURPOSE

To consider an Application for Development Approval for the relocation of the Post Office from the existing location to the old fire shed on Lot 4021 (708) Ocean Farm Drive, Nilgen.

BACKGROUND

Lot 4021 forms part of Reserve 35092, which is vested in the Shire of Gingin for the purpose of 'Public Recreation'. The Ocean Farm Community and Recreation Association (OFCRA) has a lease arrangement with the Shire of Gingin for a portion of the reserve allowing the organisation to undertake their community-based work. The post office is currently located on the land in the old fire shed.

The proposed development comprises of the following:

- Construction of a 'office'-type room in the old fire shed; and
- Relocation of existing post boxes and installation of front façade.

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

A copy of the applicant's proposal is provided (**see appendices**).

COMMENT

Stakeholder Consultation

The proposal is not viewed as impacting any nearby landowners. On that basis no community consultation has been undertaken.

PLANNING FRAMEWORK

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

The subject land is zoned "Parks and Recreation' (Public Use) under LPS 9. The use and development of local reserves is controlled under Part 2 of the Scheme, which states:

2.5 Use and Development of Local Reserves

2.5.1 A person must not -

a) use a Local Reserve; or
b) commence or carry out development on a Local Reserve, without first having obtained development approval under Part 7 of the deemed provisions.

2.5.2 In determining an application for development approval the local government is to have due regard to –

a) the matters set out in clause 67 of the deemed provisions; and
b) the ultimate purpose intended for the Reserve.

2.5.3 In the case of land reserved for the purposes of public authority, the local government is to consult with that authority before determining an application for development approval.

LPS 9 does not prescribe any objectives for the "Public Use' reserve, and therefore it is appropriate to consider the objectives prescribed for the reserve type in the model provision (*Planning and Development (Local Planning Schemes) Regulations 2015).* The model provisions provide the following objective for a 'public purpose' reserve:

- *To provide for a range of essential physical and community infrastructure.*

The development is viewed as being compatible with the abovementioned objective.

Planning and Development (Local Planning Scheme) Regulations 2015 (Deemed Provisions)

The following matters listed under clause 67 of the Deemed Provisions are considered relevant to the proposal and have been addressed with officer comments accordingly below:

j) *in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve.*

Officer comment

As noted above, the objective of the reserve is satisfied.

Summary

In view of the above, the officer supports the development subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.3 Planning and Land Use - Plan the use of the land to meet future requirements, incorporating economic development objectives and community amenity.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Kestel SECONDED: Councillor Sorensen

That Council grant Development Approval for the relocation of a post office on Lot 4021 (708) Ocean Farm Drive, Nilgen in accordance with the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans and specifications, including the directions written in red ink by the Shire, unless otherwise conditioned in this Approval.

2. The approval is for the relocation of a Post Office as indicated on the approved plans.

Advice Notes:

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

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

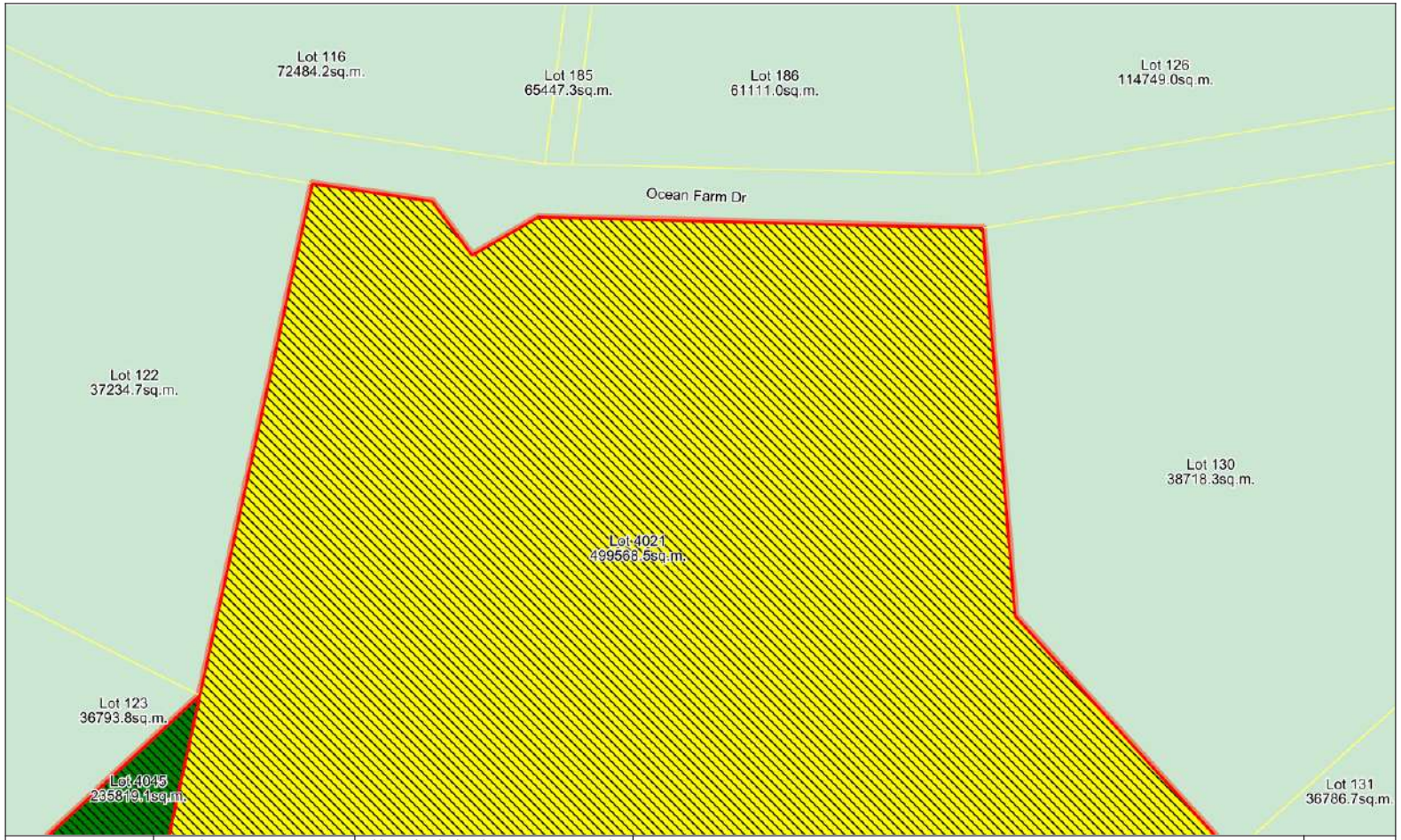
Note 3: Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Public Health Act 2016,* which are to be approved by the Shire of Gingin.

Note 4: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is caried out within the subject allotment.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*



7 Brockman St
Gingin WA 6503
P: 08 9575 5100
255 Vins Way
Lancelin WA 6044
P: 08 9575 5155
E: mail@gingin.wa.gov.au

Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.

Location Plan - Lot 4021 (708) Ocean Farm Drive, Nilgen

Scale: 1:1999

Date: 01/10/2024

SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

7 Brockman St
Gingin WA 6503
P: 08 9575 5100
255 Vins Way
Lancelin WA 6044
P: 08 9575 5155
E: mail@gingin.wa.gov.au

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Aerial Imagery - Lot 4021 (708) Ocean Farm Drive, Nilgen

Scale: 1:2500

Date: 01/10/2024

N

SCA CONTRACTING
Building & Maintenance

Quote Number: 0147 rev 1

Date: 10/09/2024

Attn: Andrea & Mick

ABN: 59281294244

PO Box 127
Lancelin WA 6044

Works Scope

Post office construction at: Ocean farms community and recreation centre

- Supply and install new 75mm double skinned white powder coated performance panels to walls and ceiling of new post office. Dividing wall and front of post office to be full height with the remainder to be as per revised alternative plan. Internal ceiling manhole for services access provided but note ceiling is for access only not material storage.
- Relocate existing post boxes and install in front facade.
- Supply and install new powder-coated servery rollershutter with internal locks and laminated servery shelf.
- Option to add a new Daiken 3.5kw reverse cycle AC is $2250.00

Price includes all and rubbish removal.

Exclusions: No allowance for surveys, No allowance for any services installations.

TOTAL $37,195.00 plus GST

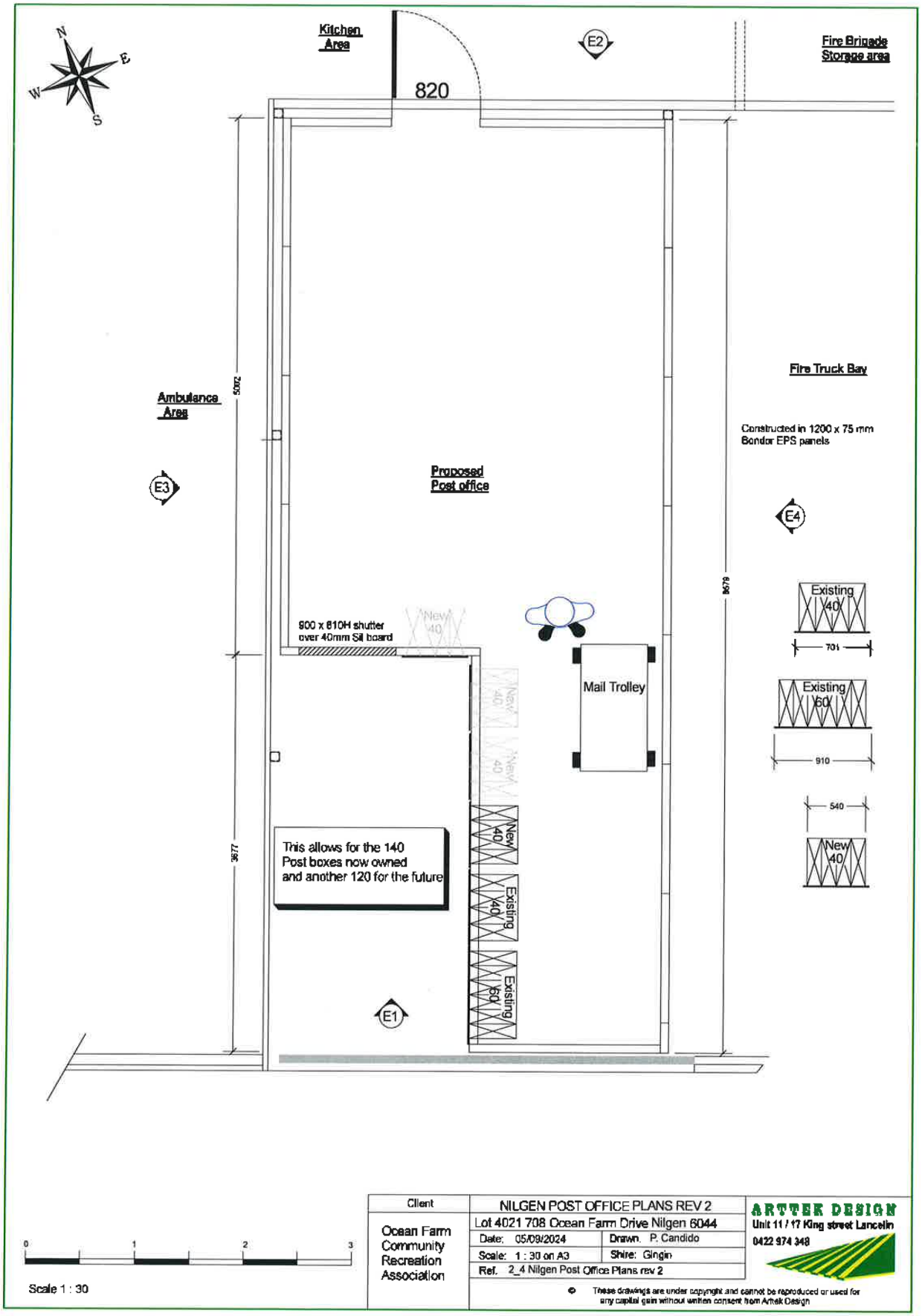
This Quote is valid for 30days.

Area Map - 708 Ocean Farm Drive, Nilgen WA 6044

Ocean Farm Community Hall

Ocean Farm Volunteer Bush Fire Brigade

Old Fire Shed


N
E
W
S
Kitchen Area
820
E2
Fire Brigade Storage area
Fire Truck Bay
Constructed in 1200 x 75 mm Bondor EPS panels
Ambulance Area
5002
E3
Proposed Post office
E4
8679
900 x 610H shutter over 40mm Sill board
New 40
Mail Trolley
Existing 40
701
Existing 60
910
540
New 40
This allows for the 140 Post boxes now owned and another 120 for the future
New 40
Existing 40
Existing 60
3677
E1
0
1
2
3
Scale 1 : 30
Client
Ocean Farm Community Recreation Association
NILGEN POST OFFICE PLANS REV 2
Lot 4021 708 Ocean Farm Drive Nilgen 6044
Date: 05/09/2024
Drawn. P. Candido
Scale: 1 : 30 on A3
Shire: Gingin
Ref. 2_4 Nilgen Post Office Plans rev 2
ARTTEK DESIGN
Unit 11 / 17 King street Lancelin
0422 974 348
© These drawings are under copyright and cannot be reproduced or used for any capital gain without written consent from Artek Design

14.3 LEDGE POINT OFF ROAD VEHICLE AREA VIEWING SHELTER

File	RES/13
Author	Christine Wright - Coordinator Ranger Services
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	1. Concept Plan [**14.3.1** - 5 pages] 2. Shelter Location [**14.3.2** - 1 page]

DISCLOSURES OF INTEREST

Nil

PURPOSE

For Council to consider the design and location of a shelter at the Ledge Point Off-road Vehicle Area (LPORVA) located on Reserve 27215 (Lot 5701) Ledge Point Road, Ledge Point.

BACKGROUND

Reserve 27215 is vested in the Shire of Gingin for the purpose of Recreation and Picnic Ground.

The Shire of Gingin completed works to create the LPORVA in 2023. The LPORVA generally caters for young riders and their families and is a purpose-built off-road vehicle area designed to accommodate registered motorbikes and allow unlicensed riders to securely ride trails with adult supervision.

Stage 2 of the LPORVA project involves the installation of a shelter adjacent to the car park area on an elevated portion of land to provide optimal views of both tracks. The proposed shelter includes two eight-seat picnic tables and the installation of a wheelchair accessible pathway from the existing car park.

The proposed shelter plans and location are provided **(see appendices).**

COMMENT

In the event Council supports the shelter design and location, the following steps will be actioned:

- Order the shelter – approx. 2 months to manufacture offsite;
- Obtain a Building Permit;
- Order fencing;

- Complete mulching;
- Install fencing; and
- Install shelter with picnic tables, benches and pathway.

It should be noted that funding for Stage 2 of the project has been secured and the above actions will be progressed immediately.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

The project has been funded in the 2024/25 financial year, with $5,000 set aside for the project as the Shire's contribution. The remaining costs are funded by an approved grant of $58,905 from the Control of Vehicles (Off-road Vehicle Areas) Advisory Committee.

The approximate cost breakdown for the project is outlined below.

Project Expenditure	Cost
Parent viewing shelter 2 x Picnic tables and pathway	$46,315
Fencing	$12,090
Mulching	$ 5,500
Total	**$63,905**

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	1. Attractions & Economy - Actively Pursue Tourism and Economic Development
Strategic Objective	1.1 Economic Growth and Tourism Support - Investment/Business/Infrastructure Development – foster relationships with key stakeholders, investors, and lobby state government forincreased economic/business development including employment opportunities.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Sorensen SECONDED: Councillor Johnson

That Council approve the proposed design and location of the shelter to be located at the Ledge Point Off-road Vehicle Area on Reserve 27215 (Lot 5701) Ledge Point Road, Ledge Point.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Lancelin Outdoors

PROPOSAL# 34145-SHIRE-03

A: 27 Walker Ave, Lancelin
M: PO BOX 208 Lancelin WA 6044
E: lancelinoutdoors@westnet.com.au
P: 08 96551475 F: 08 96551568 M: 0404 600 530

CUSTOMER DETAILS:	DELIVERY DETAILS:
Customer Name: Shire of Gingin Contact: Alan Brown, Senior Ranger Phone: 0407 193 603 Email: alan.brown@gingin.wa.gov.au Fax:	Address: 7 Brockman Street, Gingin WA 6503 Site Address: Ledge Point Off Road Area Ledge Point Rd

MAIN BUILDING DESIGN:

Width:	Length:	Eave Height:	Roof Pitch:	Ridge Height:	Number of Bays:	Bay Size:
6.60m	6.45m	2.85m	Skillion 20°	4.10	2	3.30m

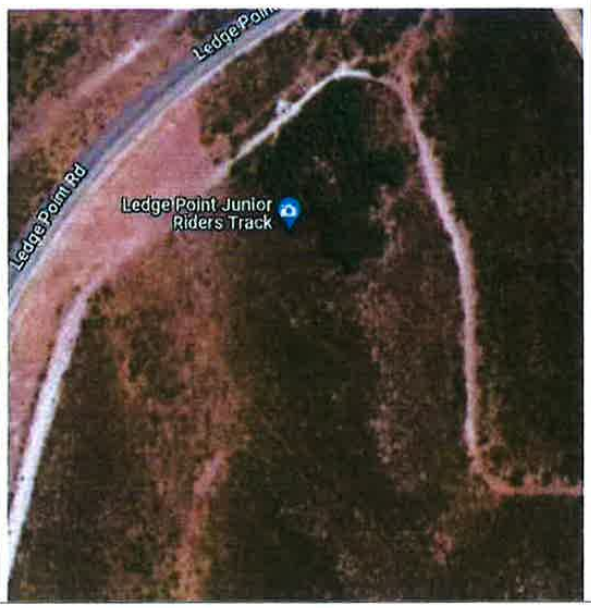
Columns:	Rafters:	Edge Beams:	Purlins:	Girt/Purlin Connection:	Slab Connection:	Weight:
90/90 Alu	100/50 Alu	150/50 Alu	75/50 Alu	Screw/Bolted	In Footing Stirrup	2120kg

MAIN BUILDING ADDITIONS:

Left Lean-to	Right Lean-to:	Front Garaport:	Rear Garaport:	Front/Back Eave Overhang:	Side Eave Overhang:	Mezzanine:
N/A	N/A	N/A	N/A	800/350	N/A	N/A

SITE WIND CONDITIONS & ENGINEERING SPECIFICATIONS:

Wind Region:
A1
Terrain Category:
2.0
Usage:
Domestic
Critical Direction:
West
Latitude/Longitude:
-31.094945 115.405641
Elevation:
23m
Site Wind Speed:
40.95ms



Wind Category, Terrain Category and Soil Classification must be clearly defined by the by the purchaser.

Note: Engineering shown in this quote has been calculated based on the site details supplied by the customer

Lancelin Outdoors

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E: lancelinoutdoors@westnet.com.au
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CLADDINGS & WATER MANAGEMENT:

Wall Cladding:
Corodek Cladding 0.47TCT Colorbond©

Roof Cladding:
Corodek Curved Cladding 0.60TCT Colorbond©

Gutter Type:	Downpipe Type:
N/A	N/A

Skylight Type and Colour:
N/A

Roof Fillers:	Eave Fillers:	Base Fillers:
N/A	N/A	N/A

INSULATION:

Insulation on Walls:	Insulation on Roof:
N/A	N/A

Insulation Type:
N/A

DOORS & WINDOWS:

Roller Doors:
N/A

Windows:
N/A

Access Doors:
N/A

Sliding Doors:
N/A

COLOUR SCHEDULE:

Roof Sheeting:	Barge Capping:
Colorbond© Cottage Green	Colorbond© Cottage Green

Wall Sheeting:	Ridge Capping:
Colorbond© Cottage Green	Colorbond© Cottage Green
Skylight Sheeting:	Gutter:
N/A	N/A
Downpipe:	Opening Flashings:
N/A	N/A

Actual colours may vary from those on the drawings. Purchasers should view actual samples before confirming colours.

Lancelin Outdoors

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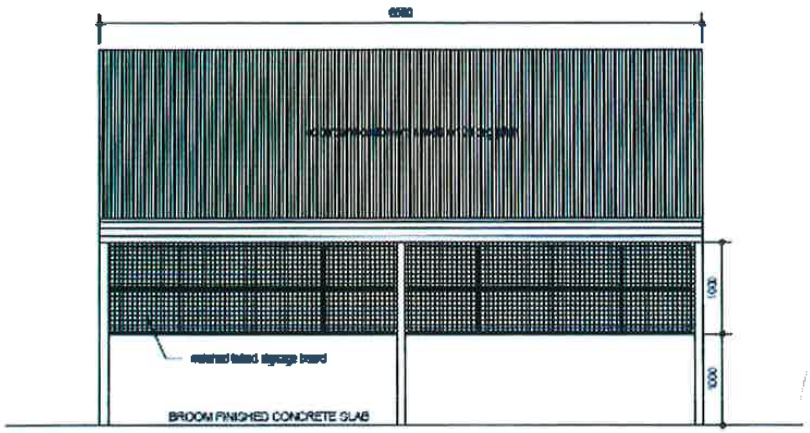
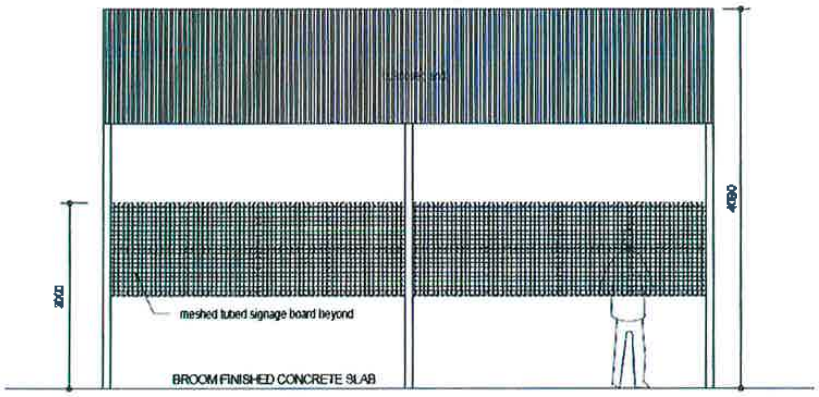
P: 08 96551475 F: 08 96551568 M: 0404 600 530

ELEVATIONS:



rear elevation SCALE 1:50



front elevation SCALE 1:50

Lancelin Outdoors

PROPOSAL# 34145-SHIRE-03

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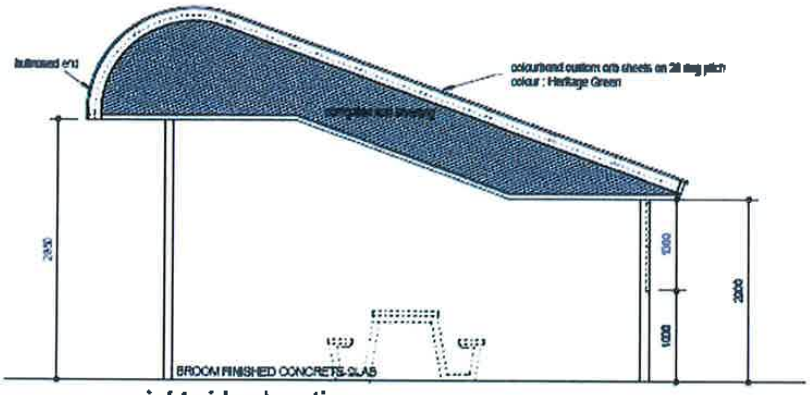
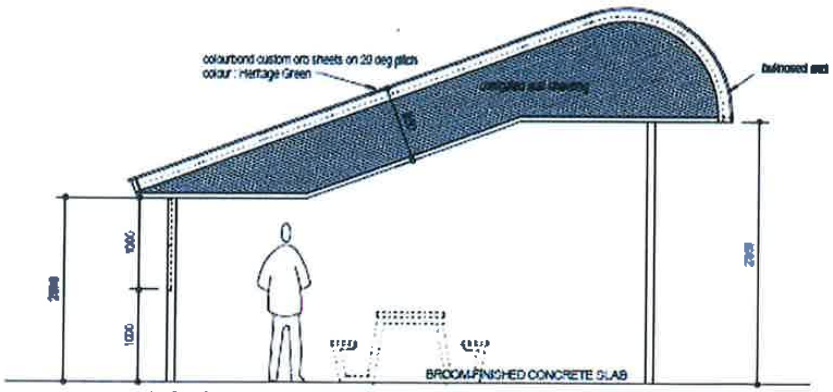
M: PO BOX 208 Lancelin WA 6044
E: lancelinoutdoors@westnet.com.au
P: 08 96551475 F: 08 96551568 M: 0404 600 530

ELEVATIONS:



right side elevation SCALE 1:50



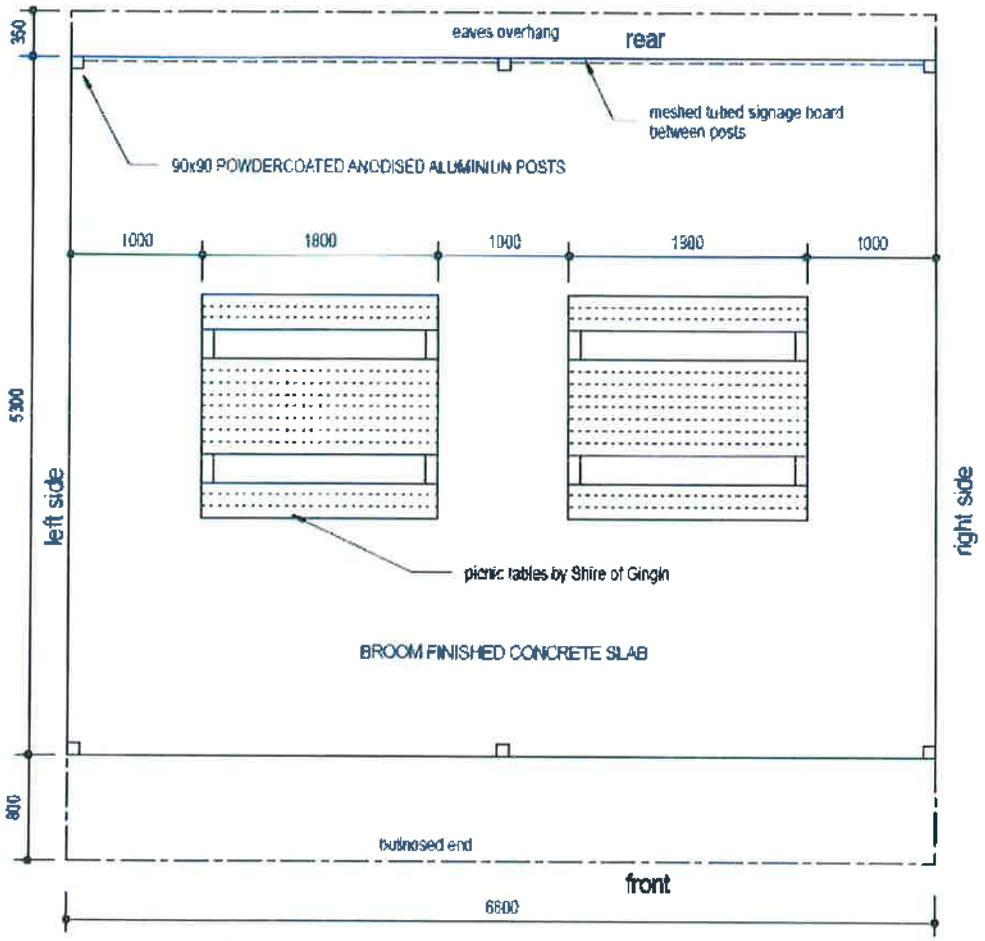
left side elevation SCALE 1:50

PLAN VIEW:

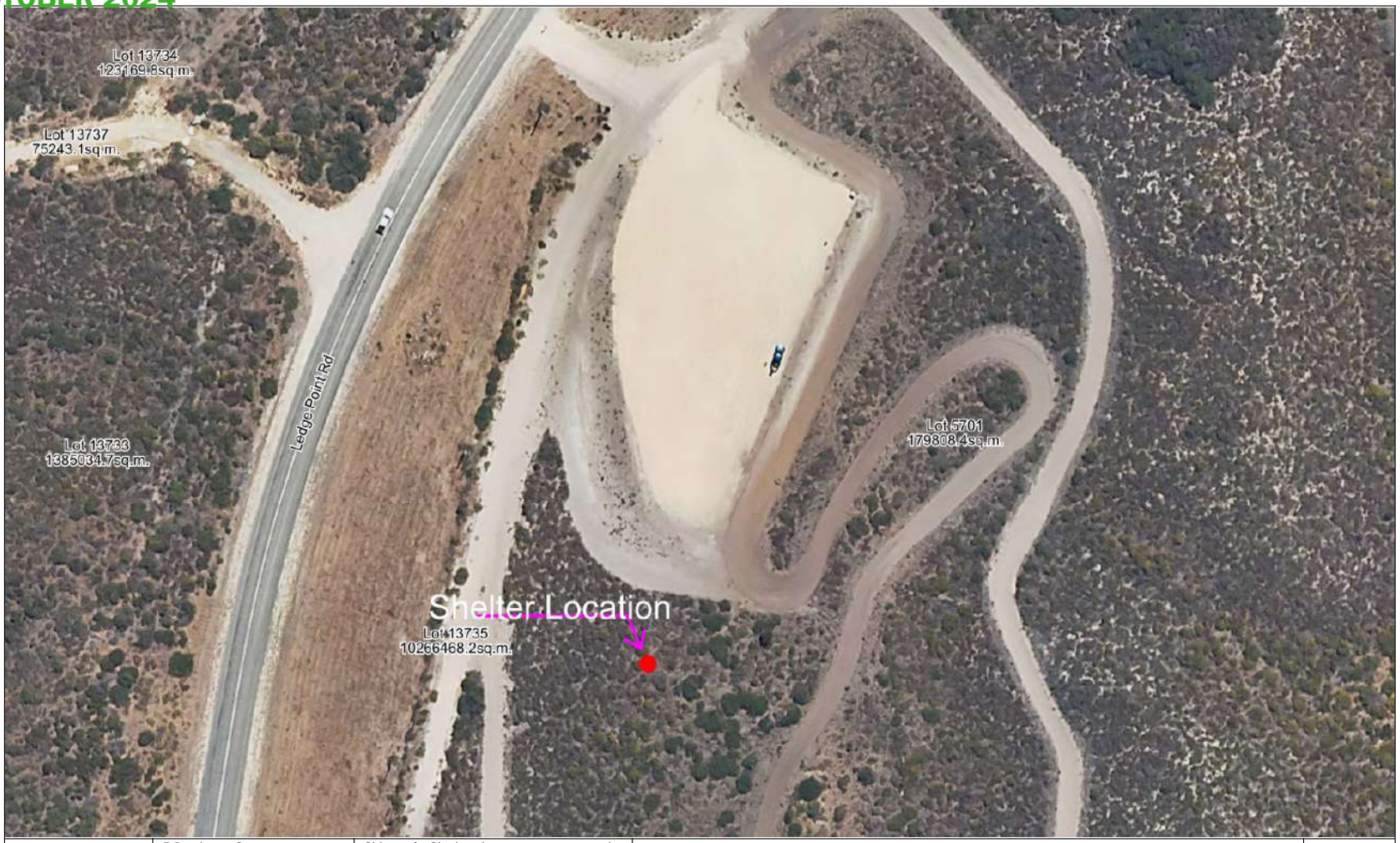
Lancelin Outdoors

PROPOSAL# 34145-SHIRE-03

A: 27 Walker Ave, Lancelin
M: PO BOX 208 Lancelin WA 6044
E: lancelinoutdoors@westnet.com.au
P: 08 96551475 F: 08 96551568 M: 0404 600 530



floor plan SCALE 1:50



SHIRE OF GINGIN HISTORY · BEAUTY · PROSPERITY	7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au	Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.	LPORVA Shelter Location	N
			Scale: 1:1172	Date: 07/10/2024

14.4 APPLICATION FOR DEVELOPMENT APPROVAL - CHANGE OF USE FROM A 'USE NOT LISTED HOLIDAY ACCOMMODATION' TO 'GROUPED DWELLINGS' ON LOT 9 (84) GINGIN ROAD, LANCELIN

File	BLD/7276
Applicant	Hemsley Planning
Location	Lot 9 (84) Gingin Road, Lancelin
Owner	Jill De Grussa, Annette Emery and Kenneth Emery
Zoning	Tourism
WAPC No	NA
Author	Consultant - Dynamic Planning and Developments
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	21 September 2021 - Item 13.5
Appendices	1. Location Plan [**14.4.1** - 1 page] 2. Aerial Map [**14.4.2** - 1 page] 3. Applicant's Letter of Request [**14.4.3** - 4 pages] 4. Development Plans [**14.4.4** - 20 pages] 5. R- Code Assessment [**14.4.5** - 8 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a change of use from a 'Use Not Listed Holiday Accommodation' to 'Grouped Dwellings' on Lot 9 (84) Gingin Road, Lancelin.

BACKGROUND

At the Ordinary Meeting on 21 September 2021 Council approved a 'Use not Listed (Holiday Accommodation)' on Lot 9 Gingin Road subject to various conditions. The landowner subsequently applied for a Building Permit stating the development was for 'Residential Dwelling' as opposed to 'Holiday Accommodation' – the approved development. Given the building classifications under the building regime are different, the Shire was unable to issue a Building Permit, hence the basis for this change of use proposal.

The key changes to the existing approval are described by the applicant as follows:

- *Land use modified from Unlisted Use - Short stay Accommodation to Three (3) Group Dwellings. There will be no Tourism land use or incidental caretaker land use.*

- *Subtle internal floor plan changes removing the ability for each of the three (3) buildings to be accommodated by two (2) separate parties. Removal of ground floor kitchens in favour of kitchenettes, removal of internal lockable doors etc.*

- *Addition of reversing areas to all three (3) buildings to ensure compliance with R-Codes and AS2890.1 which does not permit travelling in reverse gear more than 15m.*

- *Implementation of condition of previous approval condition no. 5.*

The property is 90 metres in length and 32 metres in width with an area of 2,914 m^2. The land abuts Gingin Road to the east and the coastal foreshore reserve to the west.

The property is identified within the Shire's Coastal Hazard Risk Management and Adaption Plan 2019 (CHRMAP) as being impacted by coastal processes between the 2070 and 2110 hazard lines.

An aerial photograph and location plan are provided **(see appendices).**

The applicant's proposal is provided **(see appendices)** which comprises of the following:

- Letter of Request to amend existing Development Approval.
- Development Plans (marked up).

The author's 'State Planning Policy 7.3 - Residential Design Codes of Western Australia' assessment is provided **(see appendices)**.

The officer notes that the applicant has applied for an amendment to consider the use class change, varied conditions as outlined in their proposal and made minor changes to the development plans. Council should not see this as an opportunity to reconsider other elements of the development.

COMMENT

<u>Stakeholder Consultation</u>

The original application underwent two rounds of advertising to adjoining landowners and relevant state agencies. This proposal seeks to change the use, with the broad design remaining consistent with the earlier approval. The change of use results in a less intense form of usage of the site and therefore the officer is satisfied that further consultation under clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015* is not required. Clause 64 (2) provides for this approach.

PLANNING FRAMEWORK

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

The subject land is zoned Tourism under LPS 9, the objectives of which are to:

(a) Promote and provide for tourism opportunities;

(b) Provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where such facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area;

(c) Allow limited residential uses where appropriate;

(d) Encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities;

(e) Ensure that short stay tourist and holiday accommodation are the predominant land uses in the zone; and

(f) Encourage tourism development that is generally sympathetic to the natural and built features of the surrounding area.

Grouped Dwellings is a 'Discretionary (D)' land use in accordance with Table 1 of LPS 9. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval. In considering the appropriateness of the proposed land use against the zone objectives, the following is noted:

- The 'Tourism' zone allows for a limited amount of long-term residential uses, similar to the 'Grouped Dwellings' proposed by this application. The property also abuts 'Residential' zoned land to the north and as such, permanent residential accommodation at this location within the 'Tourism' zone is not out of character.

- The built form proposed by the subject application is broadly consistent with what was approved by Council in September of 2021 and as such the scale of development is considered appropriate for the 'Tourism' zone.

- Should demand exist for short term accommodation into the future, the 'Grouped Dwellings' can be easily converted for this purpose at the relevant time.

For the above reasons, the proposed 'Grouped Dwellings' are considered to satisfy the objectives of the 'Tourism' zone.

Clause 4.7.1 - Table 2 - Site Requirements

Zone	Minimum Setback			Maximum Plot Ratio	Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear			
Tourism	5m	Nil	6m	0.5	50%	50% of all setback areas
Provided	Min.42.83m	Varies and includes up to the boundary	7m	<0.5	<50%	>50% of all setback areas.
Complies Yes/No	Yes	Yes	Yes	Yes	Yes	Yes

The development complies with the site requirements prescribed by Table 2 of LPS 9 as it relates to development in the 'Tourism' zone.

Clause 4.8 - Zone Specific Development Standards

LPS 9 provides a comprehensive range of standards that developments on tourism zoned land must satisfy in order to develop at a higher density than a residential use (R12.5 coding). The specific development standards are outlined below with officer comments.

Clause 4.8.7 Tourism Zone

4.8.7.1 Development within the Tourism Zone will comprise a range of land uses set out in the purpose and objectives of the Zone and in the Zoning Table. Dependent upon the use proposed, sites for such developments will normally be identified within or in close proximity to established settlements.

As outlined above, the 'Grouped Dwelling' land use, by virtue of its location within the 'Tourism' zone and ease of conversion back to short term accommodation has been determined to be generally consistent with and capable of satisfying the purpose and objective of the zone. Further, it is a land use capable of approval within the 'Tourism' zone.

4.8.7.2 Development proposals will be considered by the local government with particular regard to the impact of the proposed development on visual and natural amenity, the availability of reticulated sewerage and/or the suitability of the land for on-site effluent disposal, the provision of sufficient landscape buffers and the density of the development.

The appropriateness of the built form with regard to the impact on the visual and natural amenity, the scale and density of the development and the appropriateness of landscape buffers was considered and determined to be appropriate as part of the earlier approval. The subject application only proposes minor variations to built form and as such it remains appropriate.

The prior application was also approved with an onsite effluent treatment and disposal system proposed which is consistent with the subject application. To ensure the suitability of the site for this as well as any nominated system, conditions are recommended to:

- Provide a site and soil evaluation assessment; and
- Install an effluent disposal system for each dwelling that has been approved by the Department of Health/Shire of Gingin.

4.8.7.3 Those areas of the site providing the highest tourism amenity, e.g. the beachfront, shall be retained for tourism purposes, and not designated for residential use. The maximum proportion of residential units shall be such that the site retains a dominant tourism function and character and shall be determined by the local government between zero and 25 per cent inclusive.

Whilst the restriction on permanent residential occupancy on high amenity sites is acknowledged, this does not preclude the ability of Council to exercise discretion when considering the merits of the proposal in the following context:

- The extent of 'Tourism' zoned land within Lancelin is considerable and has had limited uptake for traditional 'Tourism' type uses.
- The extent of permanent residential development should be considered in the context of the entire extent of 'Tourism' zoned land.
- In accordance with Clause 4.5.1 of LPS 9, the local government may approve variations to standards or requirements prescribed by the Scheme.

With the above context in mind, the proposed change of use is considered appropriate as:

- The property is located at the fringe of the 'Tourism' zone and abuts 'Residential' zoned land.
- A large portion of the other 'Tourism' zoned land remains undeveloped and capable of delivering short term accommodation and a range of other land uses consistent with the 'Tourism' zoning. In this regard the residential accommodation proposed by the subject application is likely to represent less than 25% of future development in the 'Tourism' zone.

- The built form can be easily converted to short term accommodation in the future if the demand exists for this type of use.

4.8.7.4 Where tourism development with no permanent or semi-permanent residential units is proposed, local government may at its discretion vary the maximum plot ratio imposed.

Not applicable as the proposed development is for permanent residential development and satisfies the plot ratio requirements stipulated under Table 2 of LPS 9.

4.8.7.5 Where strata titling is proposed, appropriate management arrangements in a management statement which ensures that all units will be let out for tourism

In accordance with State Planning Policy 2.6, the subdivision/strata titling of the subject property is not likely to be supported by the WAPC as they seek to prevent the further fragmentation of land likely to be impacted by coastal processes and hazards. Further, the development includes permanent residential development and as such a management statement is not required.

4.8.7.6 The maximum percentage of residential units/development on site shall comply with the following at all stages of the development:

(a) The proportion of residential units relative to the total number of accommodation units on the site shall be equal to or less than the approved percentage.

(b) The site area occupied by the residential units, and any areas designated for the specific use of occupiers of those units, relative to the area occupied by the short-stay development shall be equal to or less than the approved percentage. In calculating the area occupied by the two development categories, those facilities available for common use shall be excluded from the calculation.

(c) That any individual residential unit and as a whole any residential component of such a development shall be of a design and scale that is clearly is subsidiary to the tourism component of the development such that the tourism component remains dominant in all aspects.

The development is for permanent residential dwellings, however as discussed under Clause 4.8.7.3, this is considered appropriate in the circumstances.

4.8.7.7 Proposals for offices and reception centres in the Tourism Zone will only be considered where they are incidental to, and support the proposed tourism use on the site.

Not applicable – no offices and reception centres are proposed by the application.

4.8.7.8 Tourism development that incorporates accommodation and/or reception facilities shall include provision for an onsite manager.

There are no such facilities proposed by the application and as such no on-site manager is required.

4.8.7.9 Proposals for subdivision and development for Residential land uses in the Tourism zone will be determined in accordance with Residential R12.5 code unless combined with a Tourism proposal.

The proposed development has been assessed against the R12.5 development standards and has been determined to be appropriate.

4.8.7.10 In considering proposals in the Tourism Zone, local government shall have regard for the zone objectives, the scale and bulk of the proposal and its integration with surrounding land uses.

The scale and bulk of the proposed development has been assessed and determined to be appropriate as part of the prior approval. There are only very minor changes to the built form proposed as part of the proposed development.

The proposed development will have improved integration with surrounding land uses, particular the 'Residential' zoned land to the north with 'Grouped Dwellings' likely to have a lesser amenity impact than the prior approved 'Holiday Accommodation' use.

4.8.7.11 Local government may, at its discretion, require proposed shared facilities in tourist developments to be established in the first stage of development.

Not applicable to 'Grouped Dwelling' development.

4.8.7.12 To reduce the likelihood of tourism accommodation being used as permanent or semi-permanent accommodation, a maximum length of stay provision of three months in any twelve month period should apply to the tourism units on all developments.

Permanent residential development is proposed and considered appropriate, as outlined above. As a result, limitations on the length of stay are not recommended to be imposed.

4.8.7.13 In addition to the requirements of Clause 4.8.7, site specific conditions for tourism developments are outlined in Schedule 11 - Tourism Conditions

Not applicable to the proposed development.

Clause 4.7.4 – Coastal Development

Clause 4.7.4 states that:

4.7.4.1 All coastal development is to comply with the provisions of State Planning Policy 2.6 – Coastal Planning Policy'.

4.7.4.2 In accordance with section 77 (1) (b) of the Planning and Development Act 2005, the provisions of State Planning Policy 2.6 – State Coastal Planning shall apply as if they were part of this scheme."

Compliance with State Planning Policy 2.6 – State Coastal Planning has been assessed below.

State Planning Policy No. 2.6 – State Coastal Planning Policy (SPP 2.6)

The purpose of SPP 2.6 is to provide guidance for decision-making within the coastal zone including managing development and land use change. A key objective of SPP 2.6 is to ensure that development takes into account coastal processes and coastal hazards. This is implemented by the preparation of a CHRMAP to provide a long-term view of the potential coastal processes (erosion and storm surge inundation) for affected areas and recommend measures to reduce risk.

The subject property constitutes infill development under section 5.6 of SPP 2.6, which recommends two measures which are outlined below:

Clause 5.6 - Infill Development

(i) New development should be located on the least vulnerable portion of the development site.

Officer Comments:

The proposed development is located on the western portion of the subject land closest to the threat of coastal erosion. However, it should be noted that the development area is located on the highest portion of the property which has an elevation of 4.00m AHD while the eastern portion of the site has an elevation of 1.60m AHD. While the eastern portion of the land may be set back further from the erosion risk, it is more susceptible to flooding from inundation and storm surge events. With this in mind, the development is arguably located on the least vulnerable portion of the development site.

The applicant/landowners are aware of the risk and accept event-limited conditions that accompany development in known risk areas, consistent with the prior approval.

(ii) Where development is likely to be subject to coastal hazards over the planning timeframe, coastal hazard risk management and adaptation planning measures (Section 5.5) should be implemented to reduce the risk from coastal hazards over the full planning time frame to an acceptable level.

Officer Comments:

Given the site is anticipated to experience coastal processes within the planning timeframe and the development is clearly permanent infrastructure which is not designed to be transportable or removable, upon coastal trigger points being reached the development would need to be demolished with conditions to this effect imposed on the prior approval and recommended to be imposed on the subject application.

Shire of Gingin Coastal Hazard Risk Management and Adaption Plan

The 2019 CHRMAP identifies the site as being located within 'LA2 - Lancelin Township South', with a key outcome concluding:

> *Residential properties have high vulnerability ratings by 2070 and very high vulnerability ratings by 2110.*

The 2024 CHRMAP reiterates the earlier findings and notes the site as being subject to a high vulnerability rating by 2070 and very high by 2110 with respect to erosion, and a high vulnerability rating by 2040 and very high by 2110 with respect to inundation.

As such, a time period of at least 50 years is anticipated to lapse before coastal erosion affects the site, with a lesser 20 year timeframe for inundation to impact the site. The long-term pathway identified within the CHRMAP for 'LA 2' is to avoid the risk, accommodate the risk until the risk is no longer viable, then move to a managed retreat.

The CHRMAP outlines various management responses and planning controls that may be applied to development on land identified as being affected by coastal processes in the planning timeframe. The controls that may be applied in this instance are outlined below with officer comments:

Avoid: Means prohibiting development from taking place in locations identified as being at potential risk from coastal hazards.

Officer comments:

The subject site is identified as being at risk from coastal hazards within the planning timeframe. Avoiding development by refusing to approve further development such as this is an option for Council to consider, particularly given the development is intensifying the land use from its current context. However, as there is an existing approval in place and the subject application is primarily a change in land use, this approach is not recommended.

Accommodate: Accommodation options recognise that there is a hazard, but do not prohibit development. Instead, depending on the nature of the hazard and the timeframe within which it is expected to occur, development may be permitted within defined parameters.

This section of the CHRMAP goes on to state:

A scenario could be to acknowledge that the land might be subject to erosion in the future, but that the planning horizon is sufficiently far off that temporary development could be acceptable until such time as the threat of erosion becomes imminent. In such a situation certain types of construction might be acceptable (e.g. transportable or easily dismountable).

Officer comments:

As previously outlined, the development is clearly a permanent fixture which is not designed to be transportable or removable. Accordingly, upon coastal trigger points being reached, the development would need to be demolished rather than relocated.

It should be noted that the Shire does not have the local statutory planning framework (whether through scheme provisions or a local planning policy) in place to specifically restrict development in coastal hazard areas to a design that is transportable/removable in nature. However, this recommendation is clearly evident within the CHRMAP document.

Council has previously preferred to allow development on affected land until the coastal threat becomes imminent at which time the development is to be removed.

"Managed Retreat: Existing development would be permitted to remain for as long as it remains unaffected by coastal hazards, but new development or expansion of existing development would not be permitted as intensification of development would mean more assets at risk. Approval of any development would be time limited, based on the forecast hazard timeframe."

Officer comments:

The option of time limiting an approval goes hand in hand with the 'accommodate' approach to ensure that upon expiration of the approval, the development is of a design capable of relocation. As outlined above, this development is not relocatable and will therefore require the asset to be demolished once the coastal trigger point is reached.

The CHRMAP outlines two possible types of approval conditions that can be imposed on coastal development. These are to place a notification on the title of the land and to place a time limit on the approval so that the approval will expire after a defined period. The CHRMAP states:

Notifications on Title are intended to alert owners and potential purchasers of something that applies to the land but which may not be apparent from inspection of the land.
The threat of future coastal hazards is a matter that would not be apparent on land unless it had already been eroded.

Notification on the Certificate of Title will ensure that existing and any future landowners (Successors in Title) are made aware of the risk of possible impacts on the land from coastal processes. Owners and potential purchasers would then be able to make an informed decision about the level of risk they are prepared to take on. The notification would also inform them that some form of adaptation or management is likely to be required.

Section H4.1, Appendix H of the CHRMAP outlines various recommendations such as the following:

Any new development approval should have a time limit placed upon it, after which time the development should be removed by the landowner unless a subsequent new approval is applied for and granted for a further period. The length of the approval should be related to the forecast hazard lines.

No development should be permitted on any vacant land between 2030 and 2110 hazard lines that is not:

a) Capable of accommodating short term inundation that may result from storm surges; and

b) Capable of being relocated if necessary.

The former may involve elevated finished floor levels with 'stilt' construction that will allow water to flow under and around the structure with minimal disturbance. The latter may involve 'lightweight' construction that could readily be disassembled and relocated if necessary.

Officer comments:

The proposed development is neither designed to accommodate short term inundation or capable of being relocated if necessary. However, it is located on the most elevated portion of the property. The proposed development does not strictly satisfy these recommendations of the CHRMAP.

The challenge facing the Shire is to be pragmatic in applying discretion to proposed development within coastal areas and not to regulate development in such a way that prematurely prevents development on otherwise suitable land from being used in the interim period for its zoned purpose. At the same time, the local government must not create a future legal or financial liability by permitting development that is likely to become vulnerable to damage from erosion or inundation.

State Planning Policy 7.3 - Residential Design Codes of Western Australia

The R-Codes provide a comprehensive basis for the control of residential development throughout Western Australia. When a development proposal does not satisfy the deemed-to-comply provisions, the application is assessed against the associated 'design principles' to determine whether the variation is acceptable.

A copy of the assessment against the R-Codes is included as an appendix to this report. The aspects of the development requiring a design principle assessment have been summarised below:

- Clause 5.1.3 – Lot Boundary Setbacks;
- Clause 5.1.6 – Building Height;
- Clause 5.3.7 – Site Works; and
- Clause 5.4.1 – Visual Privacy.

Table 1 below provides a design principle assessment for the abovementioned clauses.

Design Principles	Officer Comments
Clause 5.1.3 – Lot Boundary Setbacks: **P3.1** **Buildings** set back from **lot boundaries** or adjacent buildings on the same lot so as to: • reduce impacts of building bulk on **adjoining properties**; • provide adequate **sunlight** and **ventilation** to the building and **open spaces** on the **site** and adjoining properties; and • minimise the extent of overlooking and resultant loss of privacy on adjoining properties. **P3.2** **Buildings** built up to **boundaries** (other than the **street boundary**) where this: • makes more effective use of space for enhanced privacy for the occupant/s or **outdoor living areas**; • does not compromise the **design principle** contained in clause 5.1.3 **P3.1**; • does not have any adverse impact on the **amenity** of the **adjoining property**; • ensures **sunlight** to **major openings** to **habitable rooms** and **outdoor living areas** for adjoining properties is not restricted; and • positively contributes to the prevailing or future **development** context and **streetscape** as outlined in the **local planning framework**.	The lot boundary setbacks have been considered as part of the prior approval that was granted. In this regard, the bulk and scale of the development is not changing and as such the impact on adjoining properties is considered appropriate. Further, the nature and extent of built form is consistent with what is expected as part of the 'Tourism' zone as compliance with Table 2 in LPS9 has been achieved.
Clause 5.1.6 – Building Height	The building height variation only relates to

P6 **Building height** that creates no adverse impact on the **amenity** of **adjoining properties** or the **streetscape**, including road reserves and public open space reserves; and where appropriate maintains: • adequate access to **sunlight** into **buildings** and appurtenant **open spaces**; • adequate **daylight** to **major openings** into **habitable rooms**; and • access to views of significance.	Unit 3 and is a very minor 0.23m variation to the wall height. In this regard, the built form will not negatively impact the amenity of adjoining properties with regard to access to sunlight. Further, the additional building height will not compromise access to views of significance for adjoining properties.
Clause 5.3.7 – Site Works **P7.1** **Development** that considers and responds to the natural features of the **site** and requires minimal excavation/fill. **P7.2** Where excavation/fill is necessary, all finished levels respecting the **natural ground level** at the **lot boundary** of the **site** and as viewed from the **street**. **P7.3** Retaining **walls** that result in land which can be effectively used for the benefit of residents and do not detrimentally affect **adjoining properties** and are designed, engineered and **landscaped** having due regard to clause 5.4.1.	The development includes in excess of 0.5m on the boundary. Given the sloping topography of the land, this is considered to be a suitable response to the natural features of the land with a balance of excavation and fill achieved.
Clause 5.4.1 – Visual Privacy **P1.1** Minimal direct overlooking of **active habitable spaces** and **outdoor living areas** of adjacent **dwellings** achieved through: • **building** layout and location; • design of **major openings**; • **landscape screening** of outdoor active habitable spaces; and/or • location of screening devices. **P1.2** Maximum visual privacy to side and rear boundaries through measures such as: • offsetting the location of ground and first floor windows so that viewing is oblique rather than direct; • **building** to the boundary where appropriate; • setting back the first floor from the side boundary; • providing higher or opaque and fixed windows; and/or • **screen** devices (including **landscaping**, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).	Whilst there are instances of overlooking to the north and south associated with the first floor balconies for each unit we note that this isn't 'direct' overlooking with the views being toward the west. The extent of overlooking to the adjoining property has been considered and approved previously and as such it is considered appropriate for approval in this instance.

In accordance with the above assessment, it is considered that the development satisfies the relevant design principles.

Planning and Development (Local Planning Scheme) Regulations 2015 (Deemed Provisions)

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

(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

Officer comment:

As provided for earlier in the report, the development density is viewed as being compatible within its setting when taking into consideration development on adjoining land. The development appearance and bulk as viewed from the street is not unanticipated and, although significant, is not viewed as being out of character or inconsistent with the likely future character contemplated under LPS 9 for tourism zoned land.

q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;

Officer comment:

The local government must consider the effects of coastal erosion and inundation on proposed development as per the above. The officer has provided comprehensive commentary on the coastal hazards anticipated to affect the property above and has determined that the land is able to accommodate the proposed development subject to conditions being imposed.

Local Planning Policy 3.2 – Tourism Zone (LPP 3.2)

LPP 3.2 applies to all land with a coding of Tourism, the objective of which is to encourage development of tourist accommodation and related services. The policy statement is as follows:

3.1 Land will be allocated to the Tourism zone ahead of requirement to ensure an adequate supply of land for these purposes and to assist in minimising development delays due to the scheme amendment procedure.

3.2 Land shown as Tourist Accommodation on the townsite strategy maps will progressively be included in the Tourism zone.

3.3 The Tourism zone includes a number of designated tourist nodes, and a range of tourist related services will be encouraged to locate in these nodes.

3.4 In some instances Council may require Structure Plans to be prepared for tourist nodes.

The Lancelin area has a considerable amount of land zoned 'Tourism'. Whilst the development provides residential accommodation, it is not considered to limit/constrain the available land for 'Tourism' development in Lancelin and as such is considered appropriate for approval.

Summary

In view of the above, it is considered that the proposed development and change in land use from Holiday Accommodation to Grouped Dwellings is appropriate for the following reasons:

- It is a land use capable of approval and meets the objectives of the Tourism zone.
- Whilst varying the provisions of LPS9 by proposing permanent residential development, it does so in a suitable location at the fringe of the Tourism zone and is easily able to be used for short term rental accommodation in the future.
- Given the surplus of Tourism zoned land in Lancelin, the change in land use will not be a detriment to or prevent the realisation of other Tourism developments in the local area.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Shire of Gingin Local Planning Scheme No. 9.

Shire of Gingin Coastal Hazard Risk Management and Adaption Plan 2019

POLICY IMPLICATIONS

State Planning Policy 7.3 - Residential Design Codes of Western Australia

State Planning Policy No. 2.6 – State Coastal Planning Policy

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

Local Planning Policy 3.2 – Tourism Zone (LPP 3.2)

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.3 Planning and Land Use - Plan the use of the land to meet future requirements, incorporating economic development objectives and community amenity.

VOTING REQUIREMENTS - SIMPLE MAJORITY

SUBSTANTIVE MOTION/OFFICER RECOMMENDATION

That Council grant Development approval for Grouped Dwellings on Lot 9 (No. 84) Gingin Road, Lancelin 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 three Grouped Dwellings as indicated on the approved plans.

3. This development approval shall expire upon the earliest occurrence of any one of the following events:

    a. the most landward part of the Horizontal Shoreline Datum being within 11 metres of the most seaward part of the building(s); or

    b. a public road no longer being available or able to provide legal access to the lot; or

    c. when water, sewerage or electricity to the lot are no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards.

4. Upon the expiration of the development approval in accordance with condition 3, the owner shall, at the owner's cost:

    a. remove the development; and

b. rehabilitate the land to its pre-development condition, to the specifications and satisfaction of the Shire of Gingin.

5. Prior to occupation of the development, the Applicant/Owner shall execute and provide to the Shire of Gingin a notification pursuant to Section 70A of the *Transfer of Land Act 1893* to be registered on the title to the land, including any titles that may be created through subdivision, as notification to prospective purchasers in the following form:

Registered proprietors and prospective purchasers of the land described above are notified that the use and enjoyment of the land is affected by the following factors:

a. Vulnerable Coastal Area – This lot is located in an area likely to be subject to coastal erosion and/or inundation over the next 100 years and is subject to conditions of development approval which require removal and/or rehabilitation of development to pre-development conditions if any one of the following events occurs:

i. the most landward part of the Horizontal Shoreline Datum being within 11 metres of the most seaward part of the buildings(s);

ii. a public road no longer being available or able to provide legal access to the property;

iii. when water, sewerage or electricity to the lot are no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards.

b. Bushfire Prone Area – This lot is located in a bushfire prone area. Additional planning and building requirements may apply to development on this land.

6. Prior to the commencement of site works, a Site and Soil Evaluation (SSE) report shall be submitted to and approved by the Shire of Gingin. The SSE is to be implemented thereafter to the satisfaction of the Shire of Gingin.

7. A suitable effluent disposal system, approved by the Department of Health, shall be constructed for each Grouped Dwelling.

8. Stormwater from all roofed and paved areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin.

9. Prior to occupation of the development, the driveway shall be serviced by a new crossover from Gingin Road which is to be designed and constructed to the satisfaction of the Shire of Gingin at the landowner's cost.

10. The approved retaining and boundary walls, including footings that abut the lot boundaries, are to be constructed wholly within the subject allotment. The external surfaces of the retaining and boundary walls shall be finished to a professional standard, to the satisfaction of the Shire of Gingin.

11. Prior to the occupation of the development, the landscaping as detailed on the Landscaping Plan shall be installed and thereafter maintained to the satisfaction of the Shire of Gingin.

Advice Notes:

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

Note 2: If the development subject to this approval is not substantially commenced within a period of 2 years, the approval shall lapse and have no further effect.

Note 3: Where an approval has so lapsed, no development may be carried out without further approval of the local government having first been sought and obtained.

Note 4: Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Health Act 2016*, which are to be approved by the Shire of Gingin.

Note 5: The development is required to comply with the *Environmental Protection (Noise) Regulations 1997*.

Note 6: This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should you wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, you must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.

Note 7: The applicant is advised that the Horizontal Shoreline Datum means the active limit of the shoreline under storm activity, as defined in State Planning Policy 2.6 – State Coastal Planning Policy (2013).

Note 8: The applicant is advised that the 11 metre distance between the Horizontal Shoreline Datum and the most seaward part of the building (conditions 6 and 7 refers) is the S1 value for this location which is obtained from the MP Rogers (2016) Shire of Gingin and Dandaragan Coastal Erosion Hazard Assessment Ledge Point, Lancelin and Cervantes (R721 Rev 0) prepared for the Shires of Gingin and Dandaragan. S1 is the allowance for absorbing the current risk of storm erosion, as defined in State Planning Policy 2.6 – State Coastal Planning Policy (2013).

Note 9: Should the development be affected by coastal hazards in the future, the applicant will be responsible for relocating/removing the development and all associated costs. The local government is under no obligation to assist or protect structures from coastal erosion/inundation threats and accepts no liability and will pay no costs associated with any protection from or damages caused by coastal processes.

Note 10: In relation to condition 7b, upon removal of the development the site is to be rehabilitated to pre-development condition which comprises of a bare earth lot, free of any buildings, demolition rubble or remnants of the approved development.

Note 11: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

Note 12: In relation to condition 11, a crossover application is to be made to the Shire of Gingin Operations and Assets Department in the form which can be found on the Shire's website at the following link: https://www.gingn.wa.gov.au/services/operations.aspx.

Note 13: For further information regarding the Site and Soil Evaluation (SSE) report please refer to the fact sheet 'Guidance on Site-and-Soil Evaluation for onsite Sewer Management' at the following link:

https://ww2.health.wa.gov.au/~/media/Files/Corporate/general%20documents/water/Wastewater/Site-Soil-Evaluation.pdf

AMENDMENT MOTION

MOVED: Councillor Peczka SECONDED: Councillor Weeks

That Council agree to amend the motion by:

1. Deleting Parts 3 and 4 and renumbering remaining parts as required; and

2. Amending current Part 5a of the motion by deleting the following words "*and is subject to conditions of development approval which require removal and/or rehabilitation of development to pre-development conditions if any one of the following events occurs:*

   i. the most landward part of the Horizontal Shoreline Datum being within 11 metres of the most seaward part of the buildings(s);

   ii. a public road no longer being available or able to provide legal access to the property;

   iii. when water, sewerage or electricity to the lot are no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards."

LOST
3 / 5

FOR: *Councillor Peczka, Councillor Sorensen and Councillor Weeks*
AGAINST: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel and Councillor Woods*

AMENDMENT MOTION

MOVED: Councillor Weeks SECONDED: Councillor Kestel

That the motion be amended in Part 5a by deleting the following words:

"and is subject to conditions of development approval which require removal and/or rehabilitation of development to pre-development conditions if any one of the following events occurs:

i. the most landward part of the Horizontal Shoreline Datum being within 11 metres of the most seaward part of the buildings(s);

ii. a public road no longer being available or able to provide legal access to the property;

iii. when water, sewerage or electricity to the lot are no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards."

CARRIED
6 / 2

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Weeks*

AGAINST: *Councillor Fewster and Councillor Woods*

The amendment was incorporated into the Substantive Motion, which was then put.

COUNCIL RESOLUTION

MOVED: Councillor Johnson SECONDED: Councillor Balcombe

That Council grant Development approval for Grouped Dwellings on Lot 9 (No. 84) Gingin Road, Lancelin 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 three Grouped Dwellings as indicated on the approved plans.

3. This development approval shall expire upon the earliest occurrence of any one of the following events:

   a. the most landward part of the Horizontal Shoreline Datum being within 11 metres of the most seaward part of the building(s); or

   b. a public road no longer being available or able to provide legal access to the lot; or

   c. when water, sewerage or electricity to the lot are no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards.

4. Upon the expiration of the development approval in accordance with condition 3, the owner shall, at the owner's cost:

   a. remove the development; and

   b. rehabilitate the land to its pre-development condition, to the specifications and satisfaction of the Shire of Gingin.

5. Prior to occupation of the development, the Applicant/Owner shall execute and provide to the Shire of Gingin a notification pursuant to Section 70A of the *Transfer of Land Act 1893* to be registered on the title to the land, including any titles that may be created through subdivision, as notification to prospective purchasers in the following form:

   Registered proprietors and prospective purchasers of the land described above are notified that the use and enjoyment of the land is affected by the following factors:

a. *Vulnerable Coastal Area – This lot is located in an area likely to be subject to coastal erosion and/or inundation over the next 100 years.*

b. *Bushfire Prone Area – This lot is located in a bushfire prone area. Additional planning and building requirements may apply to development on this land.*

6. Prior to the commencement of site works, a Site and Soil Evaluation (SSE) report shall be submitted to and approved by the Shire of Gingin. The SSE is to be implemented thereafter to the satisfaction of the Shire of Gingin.

7. A suitable effluent disposal system, approved by the Department of Health, shall be constructed for each Grouped Dwelling.

8. Stormwater from all roofed and paved areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin.

9. Prior to occupation of the development, the driveway shall be serviced by a new crossover from Gingin Road which is to be designed and constructed to the satisfaction of the Shire of Gingin at the landowner's cost.

10. The approved retaining and boundary walls, including footings that abut the lot boundaries, are to be constructed wholly within the subject allotment. The external surfaces of the retaining and boundary walls shall be finished to a professional standard, to the satisfaction of the Shire of Gingin.

11. Prior to the occupation of the development, the landscaping as detailed on the Landscaping Plan shall be installed and thereafter maintained to the satisfaction of the Shire of Gingin.

Advice Notes:

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

Note 2: If the development subject to this approval is not substantially commenced within a period of 2 years, the approval shall lapse and have no further effect.

Note 3: Where an approval has so lapsed, no development may be carried out without further approval of the local government having first been sought and obtained.

Note 4: Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Health Act 2016*, which are to be approved by the Shire of Gingin.

Note 5: The development is required to comply with the *Environmental Protection (Noise) Regulations 1997*.

Note 6: This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should you wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, you must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.

Note 7: The applicant is advised that the Horizontal Shoreline Datum means the active limit of the shoreline under storm activity, as defined in State Planning Policy 2.6 – State Coastal Planning Policy (2013).

Note 8: The applicant is advised that the 11 metre distance between the Horizontal Shoreline Datum and the most seaward part of the building (conditions 6 and 7 refers) is the S1 value for this location which is obtained from the MP Rogers (2016) Shire of Gingin and Dandaragan Coastal Erosion Hazard Assessment Ledge Point, Lancelin and Cervantes (R721 Rev 0) prepared for the Shires of Gingin and Dandaragan. S1 is the allowance for absorbing the current risk of storm erosion, as defined in State Planning Policy 2.6 – State Coastal Planning Policy (2013).

Note 9: Should the development be affected by coastal hazards in the future, the applicant will be responsible for relocating/removing the development and all associated costs. The local government is under no obligation to assist or protect structures from coastal erosion/inundation threats and accepts no liability and will pay no costs associated with any protection from or damages caused by coastal processes.

Note 10: In relation to condition 7b, upon removal of the development the site is to be rehabilitated to pre-development condition which comprises of a bare earth lot, free of any buildings, demolition rubble or remnants of the approved development.

Note 11: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

Note 12: In relation to condition 11, a crossover application is to be made to the Shire of Gingin Operations and Assets Department in the form which can be found on the Shire's website at the following link: https://www.gingn.wa.gov.au/services/operations.aspx.

Note 13: For further information regarding the Site and Soil Evaluation (SSE) report please refer to the fact sheet 'Guidance on Site-and-Soil Evaluation for onsite Sewer Management' at the following link:
https://ww2.health.wa.gov.au/~/media/Files/Corporate/general%20documents/water/Wastewater/Site-Soil-Evaluation.pdf

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

SHIRE OF GINGIN HISTORY | BEAUTY | PROSPERITY	7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au	Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.	Location Plan - Lot 9 (84) Gingin Road, Lancelin Scale: 1:2890 Date: 23/08/2024	N

SHIRE OF GINGIN
HISTORY | BEAUTY | PROSPERITY

7 Brockman St
Gingin WA 6503
P: 08 9575 5100
255 Vins Way
Lancelin WA 6044
P: 08 9575 5155
E: mail@gingin.wa.gov.au

Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.

Aerial Map - Lot 9 (84) Gingin Road, Lancelin

Scale: 1:606

Date: 23/08/2024

N

ATTENTION: Planning Department
James Bayliss – Director Planning and Building Services
Shire of Gingin
7 Brockman Street
PO Box 510
Gingin
WA 6503

hemsley planning

ACN 619 383 407
168 Stirling Highway
Nedlands WA 6009
info@hplanning.com.au

Monday, 5 August 2024

Proposal To Amend Existing Development Approval BLD/7276 | 84 Gingin Road, Lancelin

Dear James,

As previously discussed, to resolve the present impasse and potentially future permitting difficulties associated with accommodating adequate area for effluent disposal on site, we are instructed to submit an application to amend the existing Development Approval to the Shire.

The changes sought reduce the intensity of the use of the land, whilst implementing and containing thus change within an almost identical external footprint. The only material external physical changes apply to the middle (unit 2) building which reduces the footprint by removing the garage and introducing a freestanding carport 45.37m from Gingin Road and 15.41m from the nearest visible lot boundary.

KEY CHANGES

They key changes to the existing approval are as follows:

- Land use modified from **Unlisted Use Short stay Accommodation** to Three (3) **Group Dwellings**. There will be no Tourism land use or incidental caretaker land use;
- Subtle internal floor plan changes removing the ability for each of the three (3) buildings to be accommodated by two (2) separate parties. Removal of ground floor kitchens in favour of kitchenettes, removal of internal lockable doors etc;
- Addition of reversing areas to all three (3) buildings to ensure compliance with R-Codes and AS2890.1 which does not permit travelling in reverse gear more than 15m;
- Implementation of condition of previous approval condition no. 5:

> 5. Prior to site works, the Applicant/Owner is required to submit revised development plans for Unit 3 which amends the roof pitch of the pool enclosure to 32 degrees, amends Unit 1 to incorporate screening on the northern facade of the upper floor balcony and provides an increased rear set back of 7 metres for all units;

We foreshadow the removal/or modification of conditions of approval no longer relevant to the proposal as the Tourism and Caretaker Accommodation components have since been removed from the development. We have identified no longer relevant conditions below:

- Condition 2

2. This approval is for five holiday accommodation units and one caretaker's dwelling as indicated on the approved plans;

- Condition 3

3. The five holiday accommodation units are to be used for short stay purposes as defined under Local Planning Scheme No. 9 and are not to be used for permanent residential purposes;

- Condition 4

4. Within The caretaker's dwelling is to be used in accordance with the definition of a Caretaker's Dwelling under Local Planning Scheme No. 9 at all times to the satisfaction of the Shire of Gingin and relates only to a supervisor/manager of the holiday accommodation;

- Condition 14

14. The caretaker/manager is required to keep up to date records of occupants residing in the holiday accommodation and shall provide the Shire of Gingin with a copy of such records within 14 days upon written request; and

- Condition 15

15. Prior to occupation of the development, a Holiday Accommodation Management Plan (HAMP) shall be submitted to and approved by the Shire of Gingin. The HAMP is to be implemented thereafter to the satisfaction of the Shire of Gingin.

EXTENDING THE EXISTING APPROVAL TIMEFRAME

The existing approval, granted on the 28th of September 2021 is by default, under State Government Covid related emergency laws, is extended until 28th September 2025. Whilst it is unlikely necessary, given delays already experienced by the proponent in implementing the approval, we request this amendment extend the period in which this approval remains valid to give approximately an additional two (2) years validity. The Shire is capable of granting the extension as the applicable planning

BASIS FOR REQUEST

The subject site is zoned 'Tourism' under the Scheme. However, effectively underlying that zone is the Residential zone, which is limited to a density of R12.5.

> ***'Cl 4.8.7.9*** *Proposals for subdivision and development for Residential land uses in the Tourism zone will be determined in accordance with Residential R12.5 code* *unless combined with a Tourism proposal* [our emphasis].'

In our opinion, this clause clearly anticipates and outlines the redevelopment of this site and any other lot zoned 'tourism' in an 'opt out' manner that incorporates no 'tourism' land use components and penalises the landowner by restricting development to a lower yield. The amended proposal will not be 'combined' with a Tourism proposal and would be assessed on the basis of the proposal being a R12.5 residential group dwelling development.

On the basis that we are amending the existing approval to incorporate no tourism land use component we confidently submit that all other subclauses to Cl 4.8.7 Tourism Zone are written in a manner that assumes only tourism development is proposed or a 'combined' tourism and residential development is proposed. This would appear to be consistent with the intent of the Scheme's intent when it was written and other similar LGA planning frameworks seeking to incentivise Tourism Development by allowing smaller lot residential development in excess of the underlying R-Code which can subsidise the cost of developing the Tourism component.

Cl 4.8.7.3 for example, falls away:

> ***'Cl 4.8.7.3*** *Those areas of the site providing the highest tourism amenity, e.g. the beachfront, shall be retained for tourism purposes, and not designated for residential use. The maximum proportion of residential units shall be such that the site retains a dominant tourism function and character, and shall be determined by the local government between zero and 25 per cent inclusive.'*

The outcome of three (3) residential Group Dwellings in a unchanged lot configuration is further enabled by the Scheme and its land use table identifying 'Group Dwelling' being a 'D' discretionary land use.

SUMMARY

We believe amendments proposed reduce the intensity of the existing approved development in a context of immaterial changes to the planning framework. We do not believe this amending application will trigger any requirement to readvertise to adjacent landowners.

The amended application and explanation of the simple modifications has provided an appropriate capable of approval under the amendment process. Accordingly, we respectfully ask the Shire to acknowledge the application and prepare approval.

Should you require clarification on any aspects of this matter, please do not hesitate to contact the undersigned on 0415 337 100 or by email at alex@hplanning.com.au.

Kind regards

Alex Hemsley

Director | Principal Planner

BA Urban & Regional Planning (Curtin) LGPA

Enc.

Amended Architectural Drawings (20 sheets)

DA Form

Certificate of Title

Credit Card Authorisation

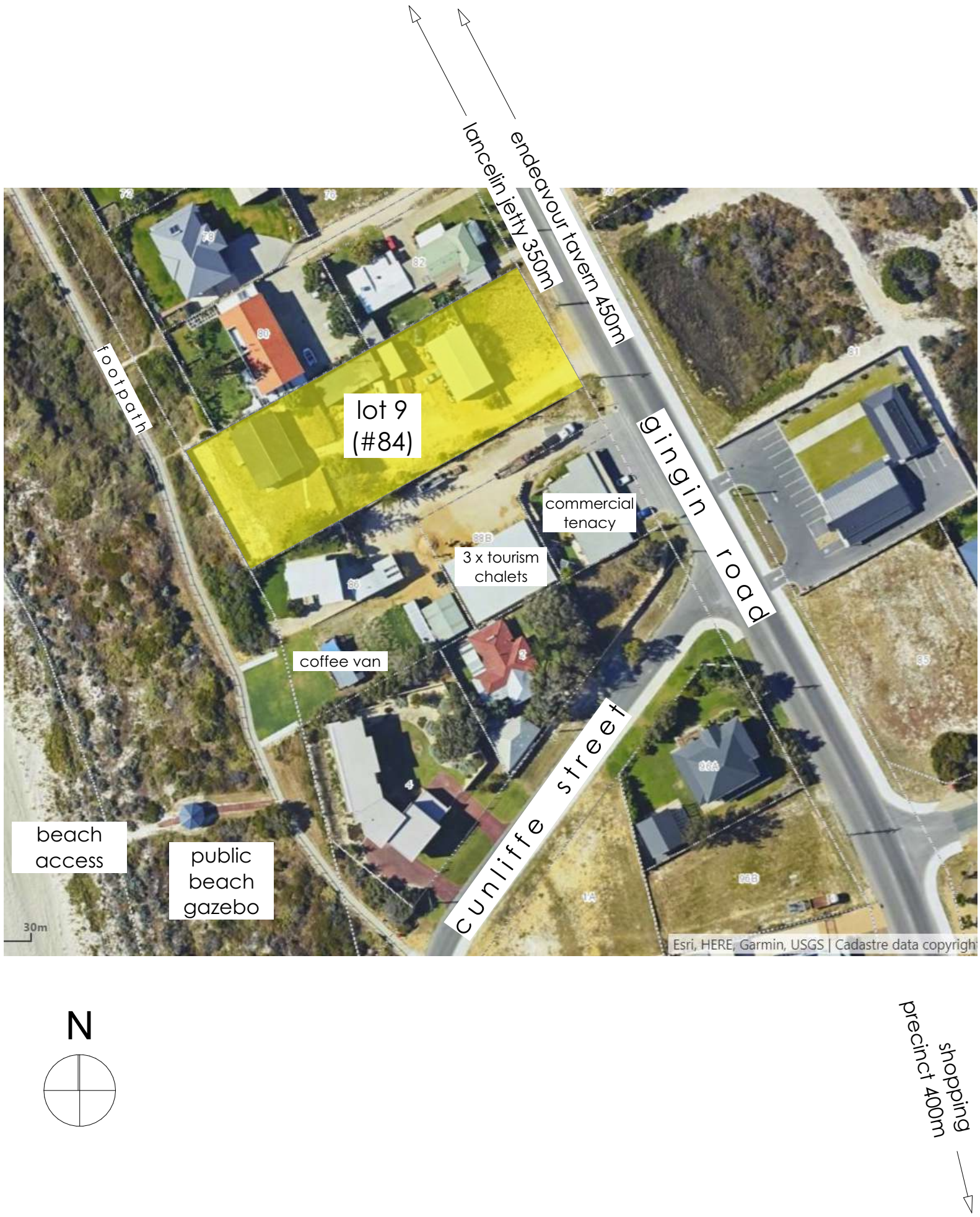
Shire of Gingin Notice of Determination / Development Approval BLD/7276 P2169 (5 Sheets)

CATHERINE'S BEACHSIDE HOMES
Three Group Dwellings

'AMENDMENT TO BLD/726' DEVELOPMENT APPLICATION

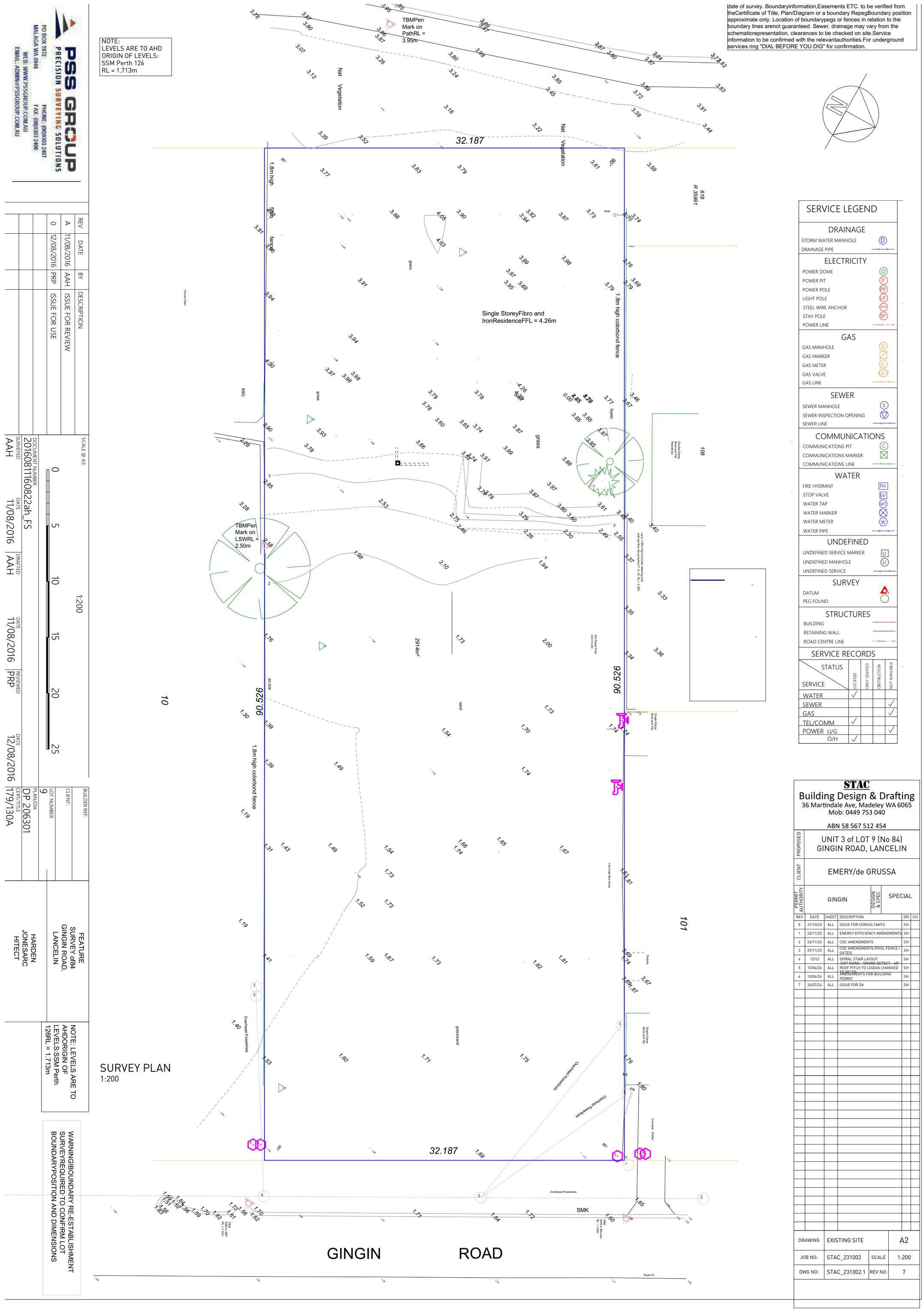
LOT 9 (#84) GINGIN ROAD
LANCELIN
SHIRE OF GINGIN

RENDER SUBJECT TO MODIFICATIONS/AMENDMENTS



LOCALITY PLAN
1:555.56

'THREE GROUPED DWELLINGS' 'AMENDMENT TO BLD/726'			
CLIENT: **EMERY/de GRUSSA**	DRAWING TITLE: LOCALITY PLAN		AMENDMENTS: REV A 23.11.20 DEVELOPMENT APPLICATION REV b 15.12.20 DEVELOPMENT APPLICATION
SITE ADDRESS: LOT 9 (No 84) GINGIN ROAD LANCELIN	DRAWN:	SCALE: AS SHOWN	
	STATUS: DEVELOPMENT APPLICATION	REVISION:	
	PUBLISH DATE:		


PSS GROUP
PRECISION SURVEYING SOLUTIONS
PO BOX 1972
MALAGA WA 6944
PHONE: (08)9303 2407
FAX: (08)9303 2408
WEB: WWW.PSSGROUP.COM.AU
EMAIL: ADMIN@PSSGROUP.COM.AU
NOTE:
LEVELS ARE TO AHD
ORIGIN OF LEVELS:
SSM Perth 126
RL = 1.713m
date of survey. Boundaryinformation,Easements ETC. to be verified from theCertificate of Title, Plan/Diagram or a boundary RepegBoundary position approximate only. Location of boundarypegs or fences in relation to the boundary lines arenot guaranteed. Sewer, drainage may vary from the schematicrepresentation, clearances to be checked on site.Service information to be confirmed with the relevantauthorities.For underground services ring "DIAL BEFORE YOU DIG" for confirmation.
TBMPen Mark on PathRL = 3.95m
32.187
Single StoreyFibro and IronResidenceFFL = 4.26m
1.8m high colorbond fence
TBMPen Mark on LSWRL = 2.50m
90.526
291.4m²
SERVICE LEGEND
DRAINAGE
STORM WATER MANHOLE
DRAINAGE PIPE
ELECTRICITY
POWER DOME
POWER PIT
POWER POLE
LIGHT POLE
STEEL WIRE ANCHOR
STAY POLE
POWER LINE
GAS
GAS MANHOLE
GAS MARKER
GAS METER
GAS VALVE
GAS LINE
SEWER
SEWER MANHOLE
SEWER INSPECTION OPENING
SEWER LINE
COMMUNICATIONS
COMMUNICATIONS PIT
COMMUNICATIONS MARKER
COMMUNICATIONS LINE
WATER
FIRE HYDRANT
STOP VALVE
WATER TAP
WATER MARKER
WATER METER
WATER PIPE
UNDEFINED
UNDEFINED SERVICE MARKER
UNDEFINED MANHOLE
UNDEFINED SERVICE
SURVEY
DATUM
PEG FOUND
STRUCTURES
BUILDING
RETAINING WALL
ROAD CENTRE LINE
SERVICE RECORDS
STATUS / SERVICE
LOCATED
ONLY SIGHTED
OBSTRUCTION
NOT AVAILABLE
WATER ✓
SEWER ✓
GAS ✓
TEL/COMM ✓
POWER U/G ✓
O/H ✓
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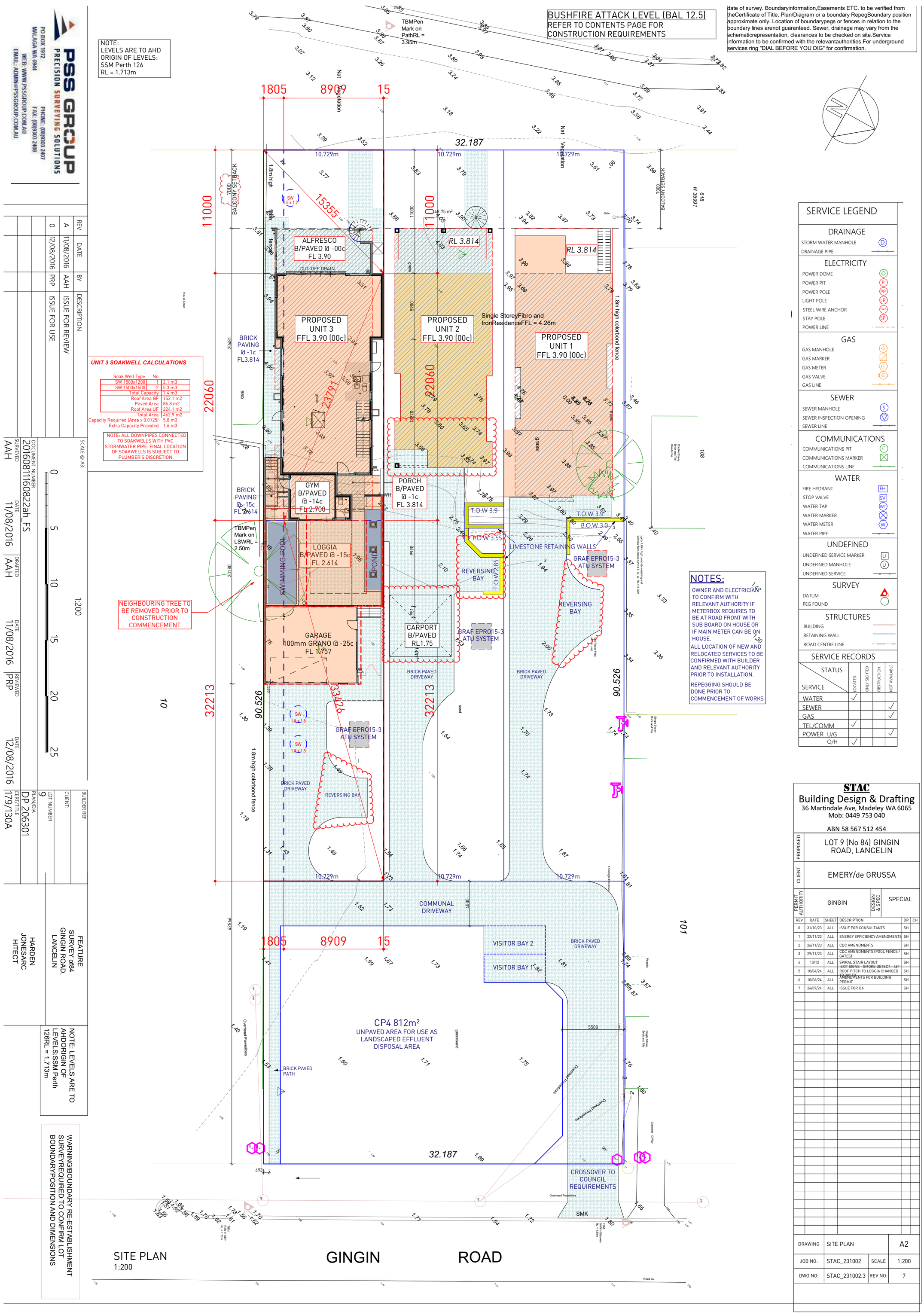
SURVEYED AAH DATE 11/08/2016
DRAFTED AAH DATE 11/08/2016
REVIEWED PRP DATE 12/08/2016
REV DATE BY DESCRIPTION
A 11/08/2016 AAH ISSUE FOR REVIEW
0 12/08/2016 PRP ISSUE FOR USE
BUILDER REF:
CLIENT:
LOT NUMBER 9
PLAN/DIA DP 206301
CERT/TITLE 179/130A
FEATURE SURVEY of84 GINGIN ROAD, LANCELIN
HARDEN JONESARC HITECT
NOTE: LEVELS ARE TO AHDORIGIN OF LEVELS:SSM Perth 126RL = 1.713m
WARNINGIBOUNDARY RE-ESTABLISHMENT SURVEYREQUIRED TO CONFIRM LOT BOUNDARYPOSITION AND DIMENSIONS
SURVEY PLAN
1:200
GINGIN ROAD
STAC
Building Design & Drafting
36 Martindale Ave, Madeley WA 6065
Mob: 0449 753 040
ABN 58 567 512 454
PROPOSED UNIT 3 of LOT 9 (No 84) GINGIN ROAD, LANCELIN
CLIENT EMERY/de GRUSSA
PERMIT AUTHORITY GINGIN
DESIGN & SPEC SPECIAL
REV DATE SHEET DESCRIPTION DR CH
0 31/10/23 ALL ISSUE FOR CONSULTANTS SH
1 22/11/23 ALL ENERGY EFFICIENCY AMENDMENTS SH
2 26/11/23 ALL CDC AMENDMENTS SH
3 29/11/23 ALL CDC AMENDMENTS (POOL FENCE / GATES) SH
4 13/12 ALL SPIRAL STAIR LAYOUT EXIT SIGNS SMOKE DETECT 45° SH
5 10/04/24 ALL ROOF PITCH TO LOGGIA CHANGED TO 26° SH
6 10/06/24 ALL AMENDMENTS FOR BUILDING PERMIT SH
7 24/07/24 ALL ISSUE FOR DA SH
DRAWING EXISTING SITE A2
JOB NO: STAC_231002 SCALE 1:200
DWG NO: STAC_231002.1 REV NO: 7


BUSHFIRE ATTACK LEVEL (BAL 12.5)
REFER TO CONTENTS PAGE FOR CONSTRUCTION REQUIREMENTS
NOTE:
LEVELS ARE TO AHD
ORIGIN OF LEVELS:
SSM Perth 126
RL = 1.713m
PROPOSED UNIT 3 FFL 3.90 (00c)
PROPOSED UNIT 2 FFL 3.90 (00c)
PROPOSED UNIT 1 FFL 3.90 (00c)
ALFRESCO B/PAVED @ -00c FL 3.90
GYM B/PAVED @ -14c FL 2.700
LOGGIA B/PAVED @ -15c FL 2.614
PORCH B/PAVED @ -1c FL 3.814
GARAGE 100mm GRANO @ -25c FL 1.757
CARPORT B/PAVED RL1.75
SWIMMING POOL
POND
GRAF EPRO15-3 ATU SYSTEM
REVERSING BAY
BRICK PAVED DRIVEWAY
COMMUNAL DRIVEWAY
VISITOR BAY 2
VISITOR BAY 1
CP4 812m²
UNPAVED AREA FOR USE AS LANDSCAPED EFFLUENT DISPOSAL AREA
BRICK PAVED PATH
CROSSOVER TO COUNCIL REQUIREMENTS
LIMESTONE RETAINING WALLS
NEIGHBOURING TREE TO BE REMOVED PRIOR TO CONSTRUCTION COMMENCEMENT
UNIT 3 SOAKWELL CALCULATIONS
NOTE: ALL DOWNPIPES CONNECTED TO SOAKWELLS WITH PVC STORMWATER PIPE. FINAL LOCATION OF SOAKWELLS IS SUBJECT TO PLUMBER'S DISCRETION
SERVICE LEGEND
DRAINAGE
ELECTRICITY
GAS
SEWER
COMMUNICATIONS
WATER
UNDEFINED
SURVEY
STRUCTURES
SERVICE RECORDS
NOTES:
OWNER AND ELECTRICIAN TO CONFIRM WITH RELEVANT AUTHORITY IF METERBOX REQUIRES TO BE AT ROAD FRONT WITH SUB BOARD ON HOUSE OR IF MAIN METER CAN BE ON HOUSE.
ALL LOCATION OF NEW AND RELOCATED SERVICES TO BE CONFIRMED WITH BUILDER AND RELEVANT AUTHORITY PRIOR TO INSTALLATION.
REPEGGING SHOULD BE DONE PRIOR TO COMMENCEMENT OF WORKS
STAC
Building Design & Drafting
36 Martindale Ave, Madeley WA 6065
Mob: 0449 753 040
ABN 58 567 512 454
PROPOSED LOT 9 (No 84) GINGIN ROAD, LANCELIN
CLIENT EMERY/de GRUSSA
PERMIT AUTHORITY GINGIN
DESIGN & SPEC SPECIAL
DRAWING SITE PLAN A2
JOB NO: STAC_231002 SCALE 1:200
DWG NO: STAC_231002.3 REV NO: 7
SITE PLAN
1:200
GINGIN ROAD
FEATURE SURVEY of84 GINGIN ROAD, LANCELIN
HARDEN JONESARC HITECT
NOTE: LEVELS ARE TO AHDORIGIN OF LEVELS:SSM Perth 126RL = 1.713m
WARNINGBOUNDARY RE-ESTABLISHMENT SURVEYREQUIRED TO CONFIRM LOT BOUNDARYPOSITION AND DIMENSIONS
PSS GROUP
PRECISION SURVEYING SOLUTIONS
PO BOX 1972 MALAGA WA 6944
PHONE: (08)9303 2407 FAX: (08)9303 2408
WEB: WWW.PSSGROUP.COM.AU
EMAIL: ADMIN@PSSGROUP.COM.AU
REV DATE BY DESCRIPTION
A 11/08/2016 AAH ISSUE FOR REVIEW
0 12/08/2016 PRP ISSUE FOR USE
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DOCUMENT NUMBER 20160811160822ah_FS
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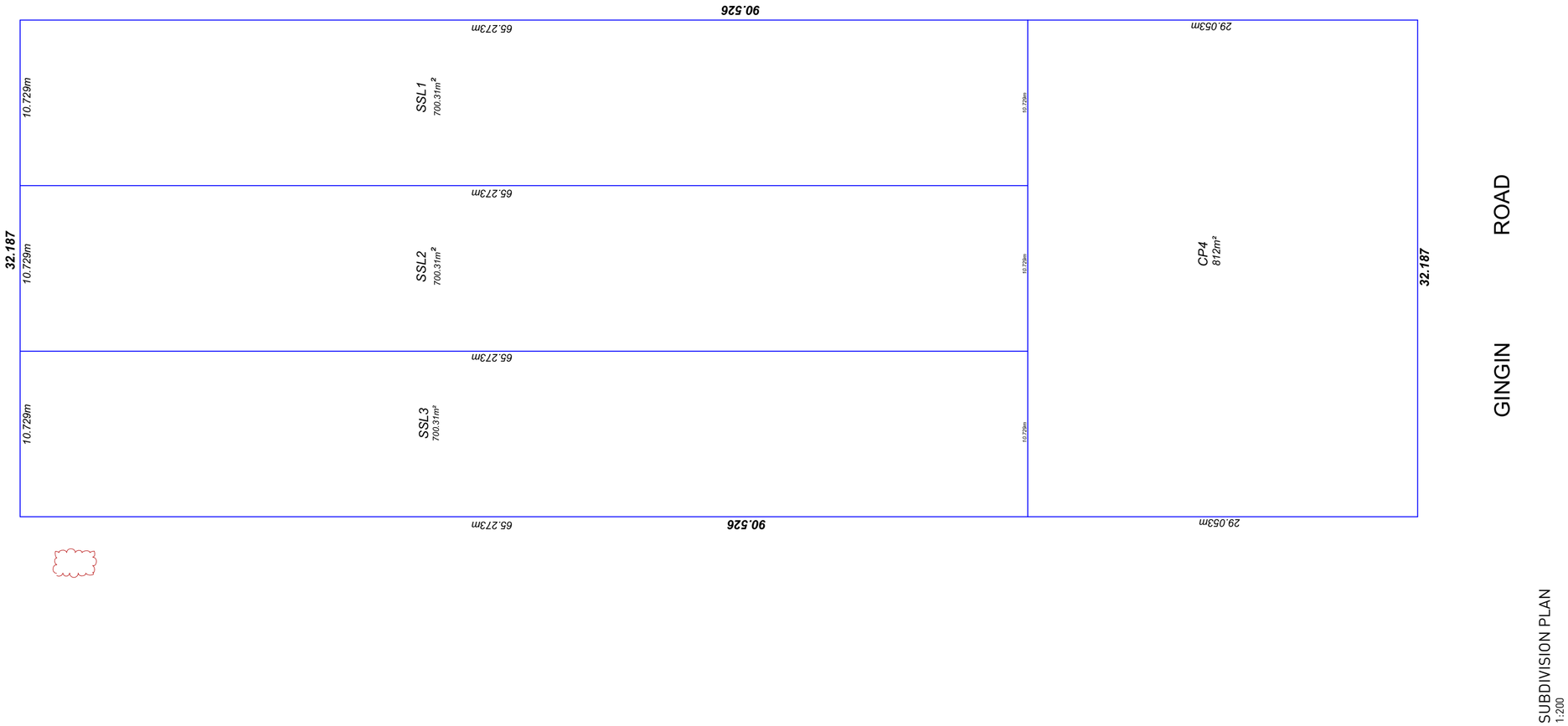
CERT/TITLE 179/130A
PLAN/DIA DP 206301
LOT NUMBER 9
CLIENT:
BUILDER REF:



STAC
Building Design & Drafting
36 Martindale Ave, Madeley WA 6065
Mob: 0449 753 040
ABN 58 567 512 454

PROPOSED	UNIT 3 of LOT 9 (No 84) GINGIN ROAD, LANCELIN
CLIENT	EMERY/de GRUSSA
PEMMIT AUTHORITY	GINGIN
DESIGN & SPEC	SPECIAL

REV	DATE	SHEET	DESCRIPTION	DR	CH
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1	22/11/23	ALL	ENERGY EFFICIENCY AMENDMENTS	SH	
2	26/11/23	ALL	CCC AMENDMENTS	SH	
3	29/11/23	ALL	CCC AMENDMENTS (POOL FENCE / GATE)	SH	
4	13/12	ALL	SPIRAL STAIR LAYOUT	SH	
5	10/04/24	ALL	AS/NZS 4200.1:2017 ROOF PITCH TO LOGGIA CHANGED	SH	
6	10/04/24	ALL	BUSHFIRE ATTACK LEVEL ADDED	SH	
7	24/07/24	ALL	ISSUE FOR DA	SH	

DRAWING	SUBDIVISION PLAN
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DWG NO:	STAC_231002.2
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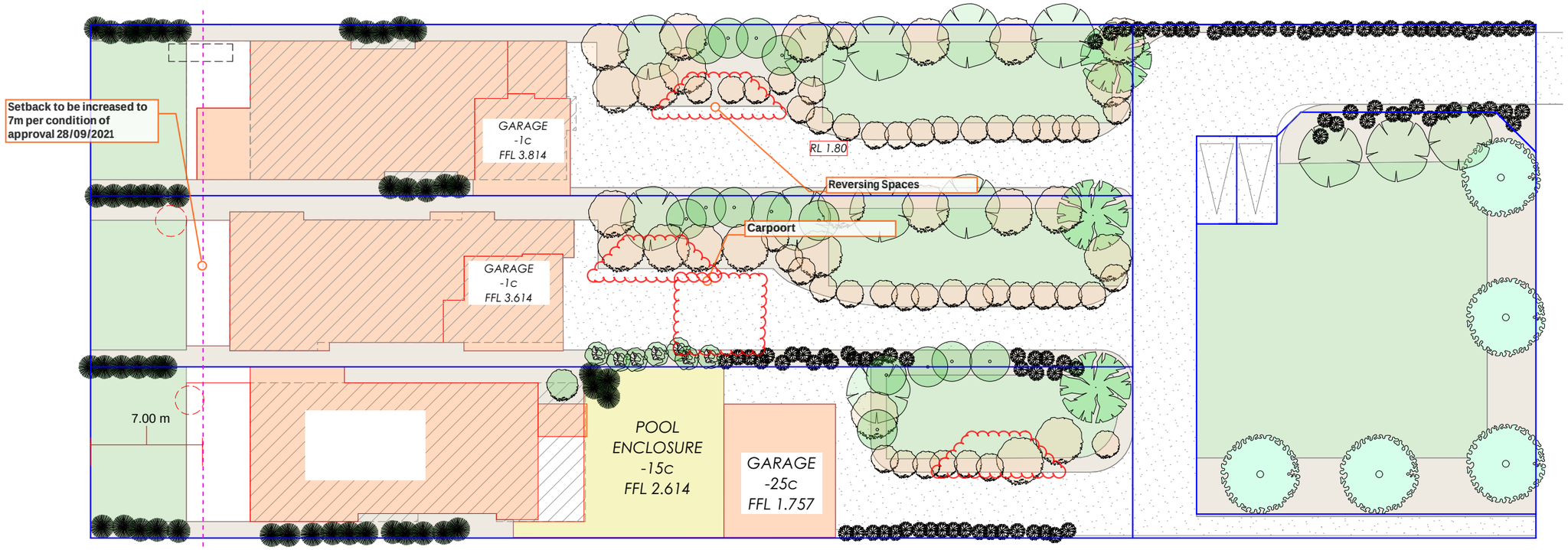
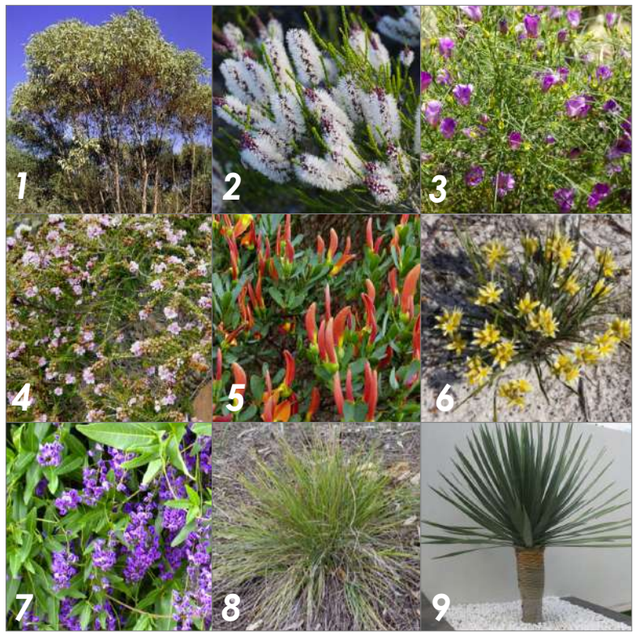


LANDSCAPING PLAN

1:250



LANDSCAPING LEGEND

1 Dongara Mallee - Eucalyptus Obtusiflora

2 Chenille Honey Myrtle - Melaluca Huegelii

3 Native Hibiscus - Alyogyne Hakeifolia

4 Coastal Thryptomene - Thryptomene Baeckeacea

5 Cockies Tounges - Templetonia Retusa

6 Grey Cottonheads - Conostylis Candicans

7 Native Wisteria - Hardenbergia Comptoniana

8 Lomandra Maritima

9 Dragon Tree - Draceana Draco

10 Pinebark - Mulch

11 Lawn - Velvetene

N

'THREE GROUPED DWELLINGS' 'AMENDMENT TO BLD/726'

CLIENT:
EMERY/de GRUSSA

SITE ADDRESS:
LOT 9 (No 84) GINGIN ROAD LANCELIN

DRAWING TITLE:
LANDSCAPING PLAN

DRAWN:
RICCADONNA DESIGN

SCALE:
AS SHOWN

STATUS:
DEVELOPMENT APPLICATION

REVISION:
B

PUBLISH DATE:
Sunday, 18 July 2021

AMENDMENTS:
REV A 23.11.20 DEVELOPMENT APPLICATION
REV b 15.12.20 DEVELOPMENT APPLICATION

C:\Users\CLAIRE\D...ents\1. CLAIRE\CLAIRE WORK\84 GINGIN ROAD LANCELIN\Catherines Beachside Holiday Accom - DA REV B (1).pln

rd
riccadonna design
m : 0417 974 215
e : riccad@bigpond.net.au

SHEET 5 of 23

OVERSHADOWING PLAN
1:500

'THREE GROUPED DWELLINGS' 'AMENDMENT TO BLD/726'			
CLIENT: **EMERY/de GRUSSA**	DRAWING TITLE: OVERSHADOWING PLAN	AMENDMENTS: REV A 23.11.20 DEVELOPMENT APPLICATION REV b 15.12.20 DEVELOPMENT APPLICATION	riccadonna design m : 0417 974 215 e : riccad@bigpond.net.au
SITE ADDRESS: LOT 9 (No 84) GINGIN ROAD LANCELIN	DRAWN: RICCADONNA DESIGN SCALE: AS SHOWN STATUS: DEVELOPMENT APPLICATION REVISION: B PUBLISH DATE: Sunday, 18 July 2021		
	C:\Users\CLAIRE\Documents\1. CLAIRE\CLAIRE WORK\84 GINGIN ROAD LANCELIN\Catherines Beachside Holiday Accom - DA REV B (1).pln		SHEET 6 of 23

GENERAL NOTES:

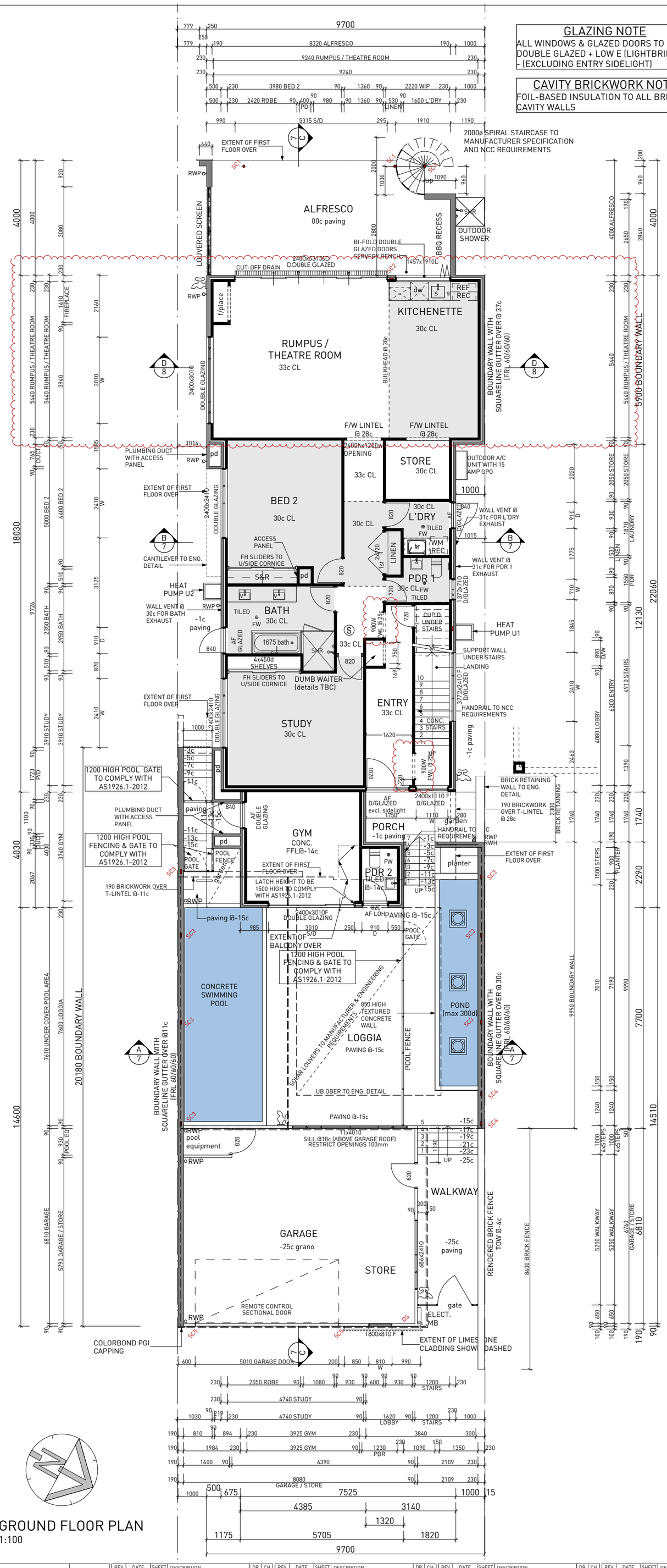
- FINAL HOUSE POSITION IS SUBJECT TO COUNCIL AND / OR DEVELOPER APPROVAL
- FINAL DESIGN IS SUBJECT TO COMPLIANCE WITH BCA ENERGY EFFICIENCY REQUIREMENTS
- SMOKE ALARM DEVICE/S SHALL BE INSTALLED TO: COMPLY WITH AS3786-2014SMOKE ALARMS USING SCATTERED LIGHT, TRANSMITTED LIGHT OR IONISATION - INTER-CONNECTED AND CONNECTED (HARDWIRED) TO THE CONSUMER MAINS AND HAVE A STAND-BY POWER SUPPLY
  LOCATION OF THE SMOKE ALARM DEVICE/S SHALL BE SHOWN ON THE PLAN
  ALL EXHAUST FLUMES / VENTS TO BE EXHAUSTED TO THE EXTERNAL AIR.
- REFER TO STRUCTURAL ENGINEERS DRAWINGS FOR STRUCTURAL DETAILS & LAYOUT
- FINAL LOCATION OF BEAMS / COLUMNS / ROOF MEMBERS, REFER TO ENG. DRW'S.
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 120mm RESTRICTED OPENINGS AS PER AS 2016 NCC2016_VOL2 SECTION 3.9.2.5 'PROTECTION OF OPENABLE WINDOWS'
- SC - DENOTES STRUCTURAL COLUMN
  PWP - DENOTES PERTH WIND POST
  DP - DENOTES SHS DROPPER/ SHS
  REFER ENGINEER'S DETAILS

GLAZING NOTE
ALL WINDOWS & GLAZED DOORS TO BE DOUBLE GLAZED + LOW E (LIGHTBRIDGE™) - (EXCLUDING ENTRY SIDELIGHT)

BUSHFIRE ATTACK LEVEL (BAL 12.5)
REFER TO CONTENTS PAGE FOR CONSTRUCTION REQUIREMENTS

CAVITY BRICKWORK NOTE
FOIL-BASED INSULATION TO ALL BRICK CAVITY WALLS

STEEL CORROSION RATING
CORROSION RATING FOR STEELWORK TO BE MINIMUM DURABILITY CLASS OF R4



GROUND FLOOR PLAN
1:100

AREAS

	AREA (m²)	PERIM (m)
GROUND FLOOR		
FLOOR AREA	177.81	66.16
LOGGIA	88.10	
GARAGE	58.71	
ALFRESCO	34.85	
PORCH	4.19	
TOTAL GF AREA:	363.66 m²	172.84 m
FIRST FLOOR		
FLOOR AREA	175.70	
BALCONY 2	32.97	
BALCONY 1	4.91	
TOTAL FF AREA:	213.58 m²	
TOTAL OVERALL:	577.24 m²	

ROOF AREAS

	AREA (m²)	PERIM (m)
GF ROOF	157.41	0.00
FF ROOF	224.05	0.00
	381.46 m²	0.00 m

PROPOSED	UNIT 3 of LOT 9 (No 84) GINGIN ROAD, LANCELIN	DRAWING	GROUND FLOOR PLAN	A2
		JOB NO:	STAC_231002	SCALE 1:100
CLIENT	EMERY/de GRUSSA	DWG NO:	STAC_231002.4	REV NO: 7
PERMIT AUTHORITY	GINGIN	DESIGN & SPEC	SPECIAL	

REV	DATE	SHEET	DESCRIPTION	DR	CH
0	31/10/23	ALL	ISSUE FOR CONSULTANTS	SH	
1	22/11/23	ALL	ENERGY EFFICIENCY AMENDMENTS	SH	
2	26/11/23	ALL	CDC AMENDMENTS	SH	
3	29/11/23	ALL	CDC AMENDMENTS (POOL FENCE / GATES)	SH	
4	13/12	ALL	SPIRAL STAIR LAYOUT	SH	
5	10/04/24	ALL	EXIT SIGNS - SMOKE DETECT - 45° ROOF PITCH TO LOGGIA CHANGED TO 20° TO	SH	
6	10/06/24	ALL	AMENDMENTS FOR BUILDING PERMIT	SH	
7	24/07/24	ALL	ISSUE FOR DA	SH	

STAC
Building Design & Drafting
36 Martindale Ave, Madeley WA 6065
Mob: 0449 753 040

ABN 58 567 512 454

GENERAL NOTES:

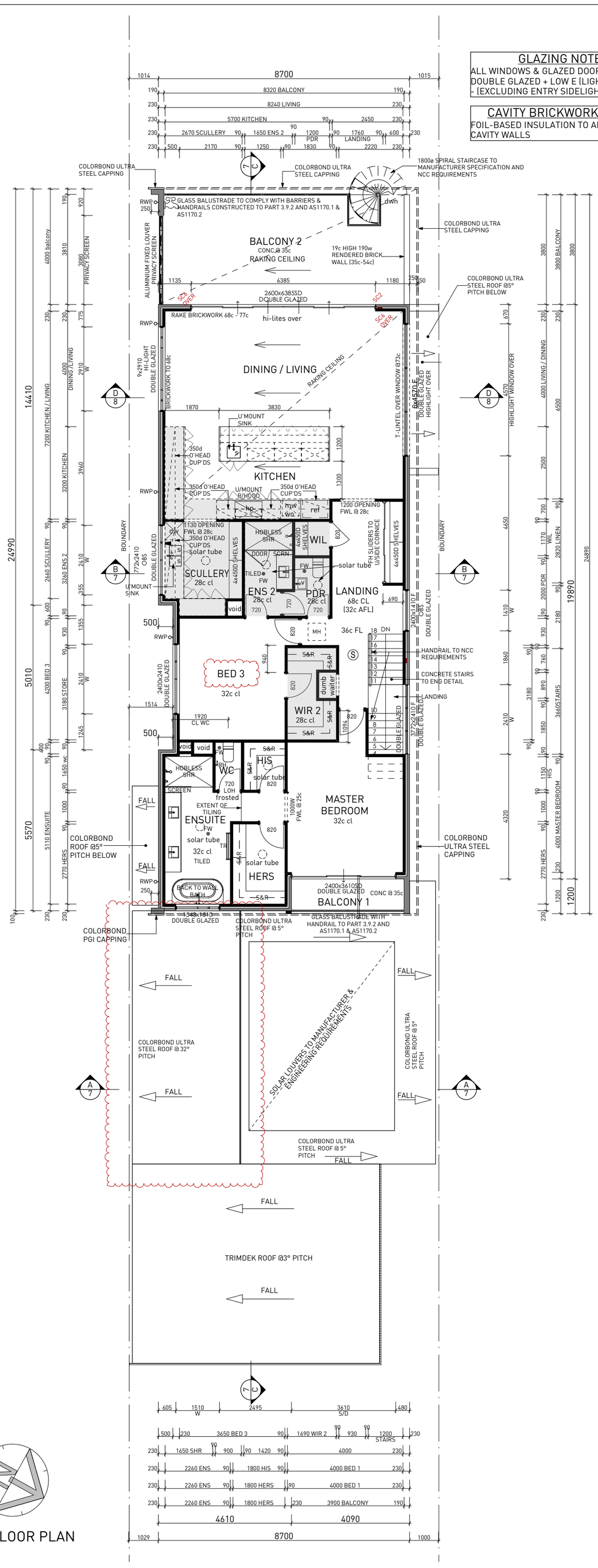
- FINAL HOUSE POSITION IS SUBJECT TO COUNCIL AND / OR DEVELOPER APPROVAL
- FINAL DESIGN IS SUBJECT TO COMPLIANCE WITH BCA ENERGY EFFICIENCY REQUIREMENTS
- SMOKE ALARM DEVICE/S SHALL BE INSTALLED TO: COMPLY WITH AS3786-2014SMOKE ALARMS USING SCATTERED LIGHT, TRANSMITTED LIGHT OR IONISATION - INTER-CONNECTED AND CONNECTED (HARDWIRED) TO THE CONSUMER MAINS AND HAVE A STAND-BY POWER SUPPLY
  LOCATION OF THE SMOKE ALARM DEVICE/S SHALL BE SHOWN ON THE PLAN
  ALL EXHAUST FLUMES / VENTS TO BE EXHAUSTED TO THE EXTERNAL AIR.
- REFER TO STRUCTURAL ENGINEERS DRAWINGS FOR STRUCTURAL DETAILS & LAYOUT
- FINAL LOCATION OF BEAMS / COLUMNS / ROOF MEMBERS, REFER TO ENG. DRW'S.
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 120mm RESTRICTED OPENINGS AS PER AS 2016 NCC2016_VOL2 SECTION 3.9.2.5 'PROTECTION OF OPENABLE WINDOWS'
- SC - DENOTES STRUCTURAL COLUMN
  PWP - DENOTES PERTH WIND POST
  DP - DENOTES SHS DROPPER/ SHS
  REFER ENGINEER'S DETAILS

GLAZING NOTE
ALL WINDOWS & GLAZED DOORS TO BE DOUBLE GLAZED + LOW E (LIGHTBRIDGE™) - (EXCLUDING ENTRY SIDELIGHT)

BUSHFIRE ATTACK LEVEL (BAL 12.5)
REFER TO CONTENTS PAGE FOR CONSTRUCTION REQUIREMENTS

CAVITY BRICKWORK NOTE
FOIL-BASED INSULATION TO ALL BRICK CAVITY WALLS

STEEL CORROSION RATING
CORROSION RATING FOR STEELWORK TO BE MINIMUM DURABILITY CLASS OF R4



FIRST FLOOR PLAN
1:100

AREAS	AREA (m²)	PERIM (m)
GROUND FLOOR		
FLOOR AREA	177.81	66.16
LOGGIA	88.10	
GARAGE	58.71	
ALFRESCO	34.85	
PORCH	4.19	
TOTAL GF AREA:	363.66 m²	172.84 m
FIRST FLOOR		
FLOOR AREA	175.70	
BALCONY 2	32.97	
BALCONY 1	4.91	
TOTAL FF AREA:	213.58 m²	
TOTAL OVERALL:	577.24 m²	

ROOF AREAS	AREA (m²)	PERIM (m)
GF ROOF	157.41	0.00
FF ROOF	224.05	0.00
	381.46 m²	0.00 m

PROPOSED	UNIT 3 of LOT 9 (No 84) GINGIN ROAD, LANCELIN	DRAWING	FIRST FLOOR PLAN — A2
		JOB NO:	STAC_231002 — SCALE 1:100
CLIENT	EMERY/de GRUSSA	DWG NO:	STAC_231002.5 — REV NO: 7
PERMIT AUTHORITY	GINGIN — DESIGN & SPEC: SPECIAL		

REV	DATE	SHEET	DESCRIPTION	DR	CH
0	31/10/23	ALL	ISSUE FOR CONSULTANTS	SH	
1	22/11/23	ALL	ENERGY EFFICIENCY AMENDMENTS	SH	
2	26/11/23	ALL	CDC AMENDMENTS	SH	
3	29/11/23	ALL	CDC AMENDMENTS (POOL FENCE / GATES)	SH	
4	13/12	ALL	SPIRAL STAIR LAYOUT	SH	
5	10/04/24	ALL	EXIT SIGNS - SMOKE DETECT - 45° ROOF PITCH TO LOGGIA CHANGED TO 20° TO	SH	
6	10/06/24	ALL	AMENDMENTS FOR BUILDING PERMIT	SH	
7	24/07/24	ALL	ISSUE FOR DA	SH	

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EXTERNAL WALL LEGEND

- 2c FACE BRICK (1/3 BOND)
- RENDER TONE 1
- RENDER TONE 2

- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 120mm RESTRICTED OPENINGS AS PER AS 2016 NCC2016_VOL2 SECTION 3.9.2.5 'PROTECTION OF OPENABLE WINDOWS'

GLAZING NOTE
ALL WINDOWS & GLAZED DOORS TO BE DOUBLE GLAZED + LOW E [LIGHTBRIDGE™] - [EXCLUDING ENTRY SIDELIGHT]

BUSHFIRE ATTACK LEVEL [BAL 12.5]
REFER TO CONTENTS PAGE FOR CONSTRUCTION REQUIREMENTS

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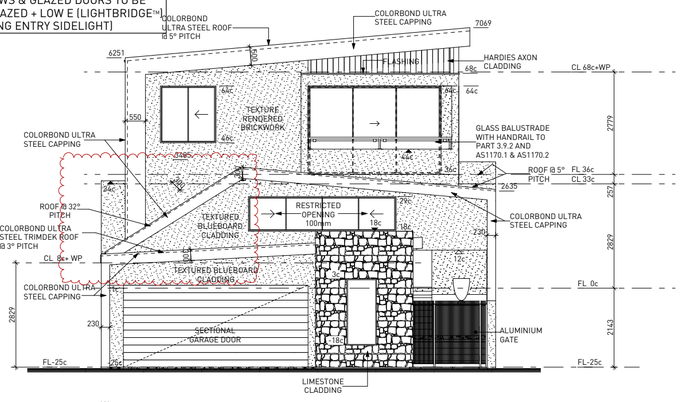
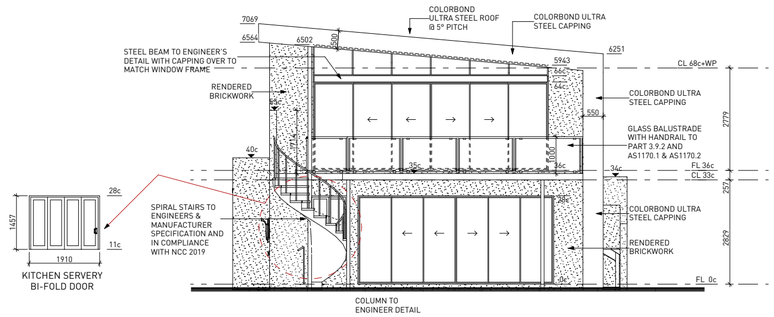
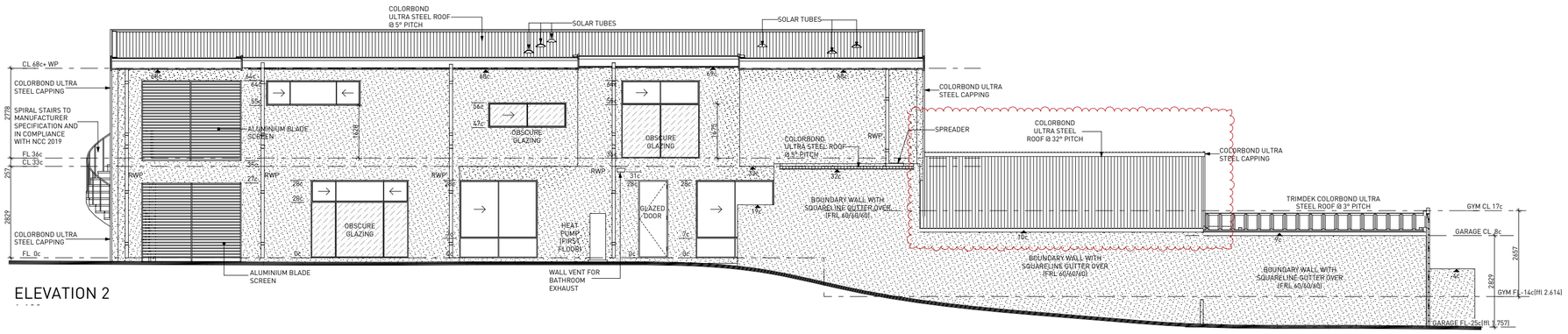
STEEL CORROSION RATING
CORROSION RATING FOR STEELWORK TO BE MINIMUM DURABILITY CLASS OF R4

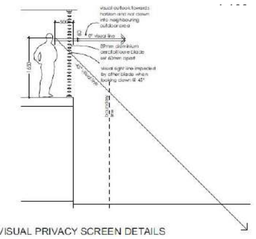




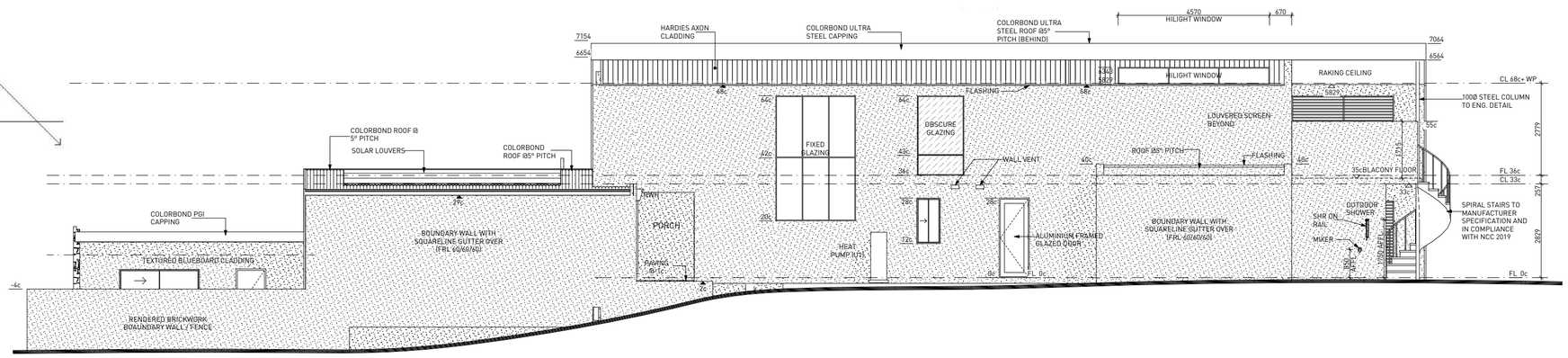
ELEVATION 3
1:100



ELEVATION 2



VISUAL PRIVACY SCREEN DETAILS



ELEVATION 4
1:100

PROPOSED	UNIT 3 of LOT 9 (No 84) GINGIN ROAD, LANCELIN	DRAWING	ELEVATIONS		A2
		JOB NO:	STAC_231002	SCALE	1:100
CLIENT	EMERY/de GRUSSA	DWG NO:	STAC_231002.6	REV NO:	7
PERMIT AUTHORITY	GINGIN	DESIGN & SPEC	SPECIAL		

REV	DATE	SHEET	DESCRIPTION	DR	CH
0	31/10/23	ALL	ISSUE FOR CONSULTANTS	SH	
1	22/11/23	ALL	ENERGY EFFICIENCY AMENDMENTS	SH	
2	24/11/23	ALL	CDC AMENDMENTS	SH	
3	29/11/23	ALL	CDC AMENDMENTS (POOL FENCE / GATES)	SH	
4	13/12	ALL	SPIRAL STAIR LAYOUT ~~EXIT SIGNS - SMOKE DETECT - 45°~~	SH	
5	10/04/24	ALL	ROOF PITCH TO LOGGIA CHANGED TO Ø5°	SH	
6	10/04/24	ALL	AMENDMENTS FOR BUILDING PERMIT	SH	
7	24/07/24	ALL	ISSUE FOR DA	SH	

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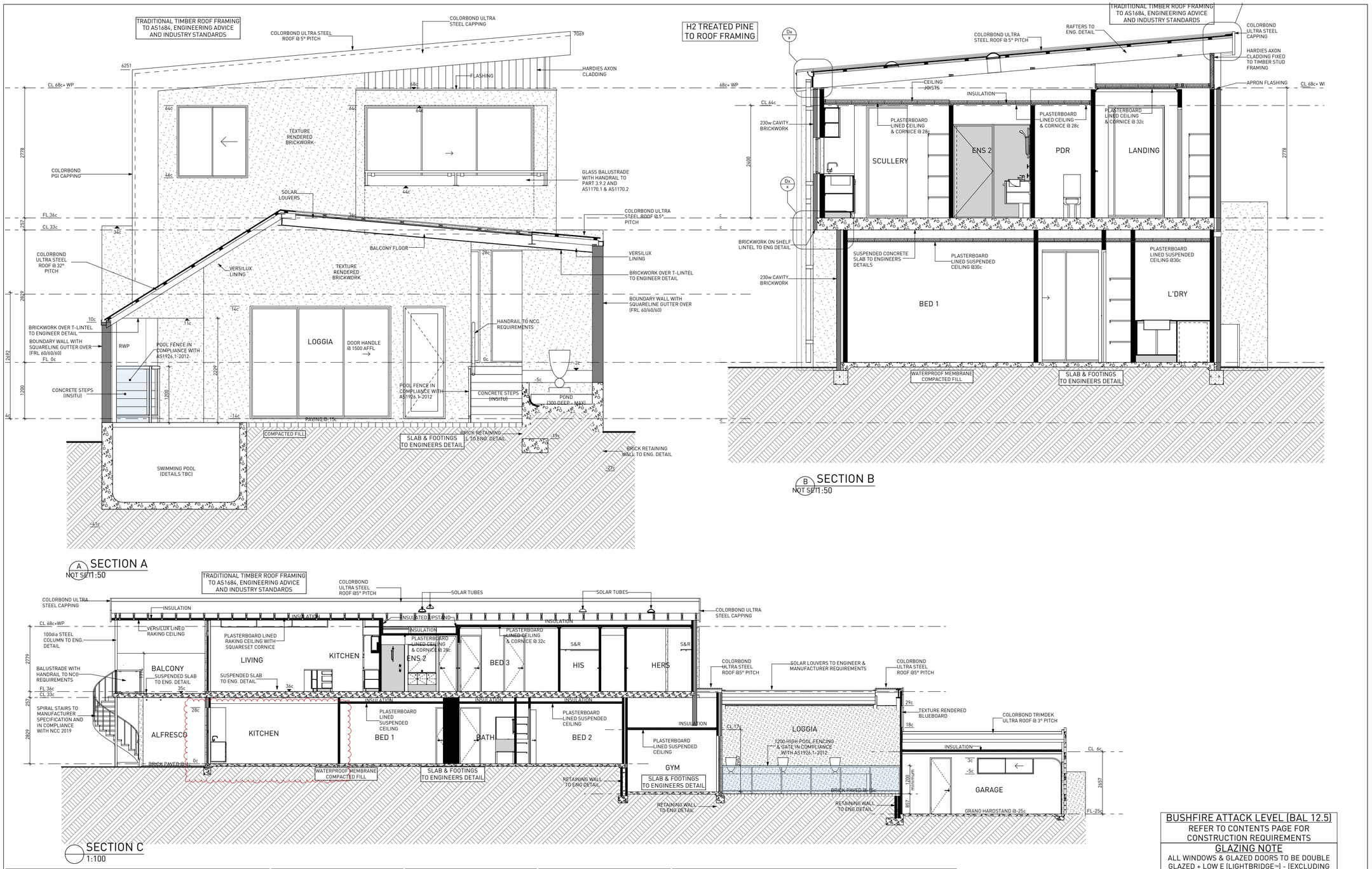

PROPOSED	UNIT 3 of LOT 9 (No 84) GINGIN ROAD, LANCELIN	DRAWING	SECTION A, B & C — A2
CLIENT	EMERY/de GRUSSA	JOB NO: STAC_231002	SCALE 1:100, 1:50
		DWG NO: STAC_231002.7	REV NO: 7
PERMIT AUTHORITY	GINGIN — DESIGN & SPEC — SPECIAL		

REV	DATE	SHEET	DESCRIPTION	DR	CH
0	31/10/23	ALL	ISSUE FOR CONSULTANTS	SH	
1	22/11/23	ALL	ENERGY EFFICIENCY AMENDMENTS	SH	
2	26/11/23	ALL	CDC AMENDMENTS	SH	
3	29/11/23	ALL	CDC AMENDMENTS (POOL FENCE / GATES)	SH	
4	13/12	ALL	SPIRAL STAIR LAYOUT ~~EXIT SIGNS - SMOKE DETECT - 45°~~	SH	
5	10/04/24	ALL	ROOF PITCH TO LOGGIA CHANGED	SH	
6	10/06/24	ALL	AMENDMENTS FOR BUILDING PERMIT	SH	
7	24/07/24	ALL	ISSUE FOR DA	SH	

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BUSHFIRE ATTACK LEVEL (BAL 12.5)
REFER TO CONTENTS PAGE FOR CONSTRUCTION REQUIREMENTS

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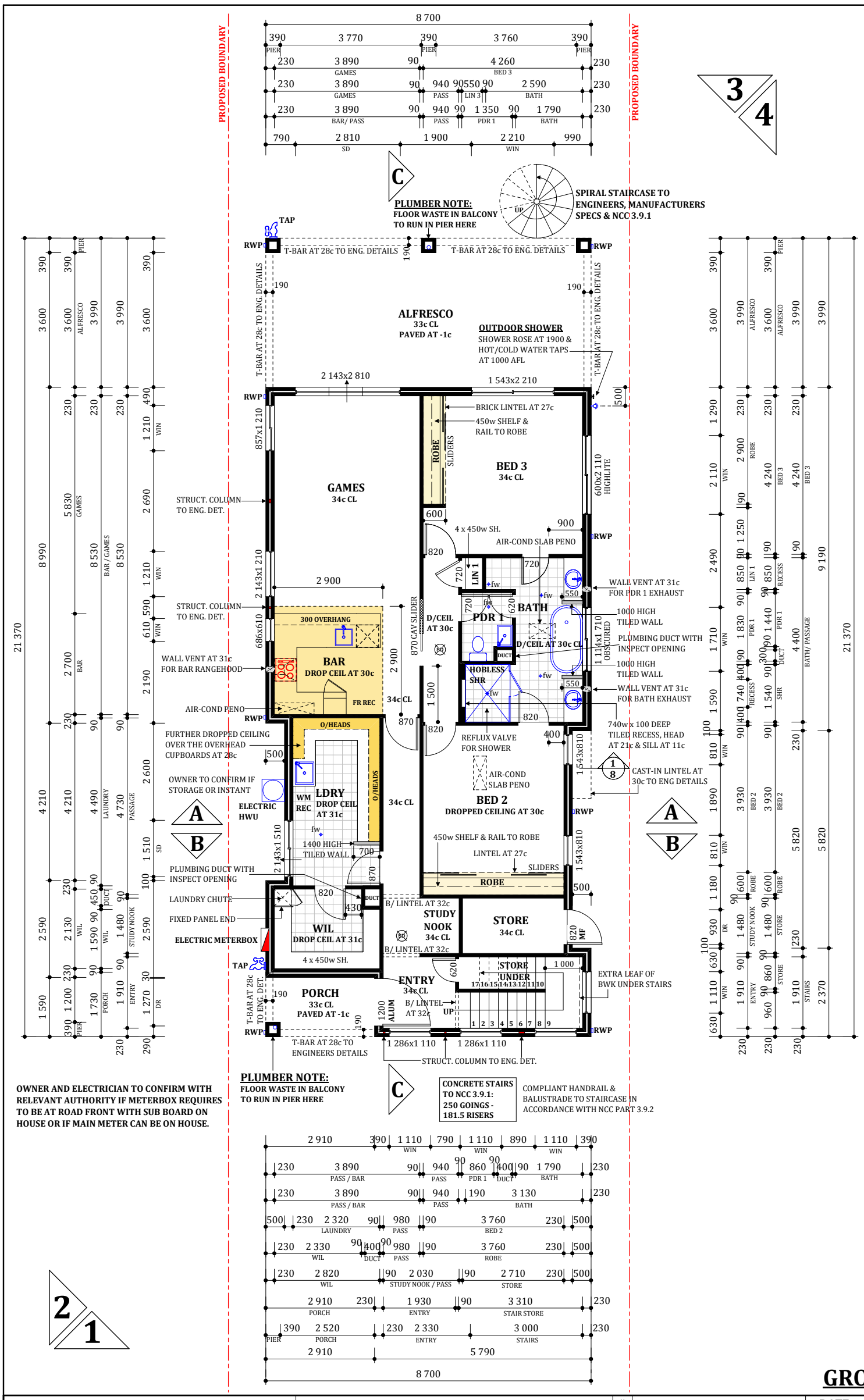
CORROSION RATING FOR STEELWORK TO BE MINIMUM DURABILITY CLASS OF R4



NOTES

ALL PLANS ARE TO BE READ IN CONJUNCTION WITH THE ENGINEERS DRAWINGS & DETAILS.

(SD) INTERCONNECTED HARDWIRE SMOKE ALARM TO NCC REQUIREMENTS

FINAL DESIGN IS SUBJECT TO SITE SURVEY, ENERGY EFFICIENCY ASSESSMENT AND COUNCIL APPROVAL

PROVIDE R4.1 CEILING BATTS INSULATION TO ENTIRE HOME

MASONRY WATERPROOFING TO COMPLY WITH NCC PART 3.3.4

MASONRY ACCESSORIES TO COMPLY WITH NCC PART 3.3.3

SINGLE BRICK WALL TO COMPLY WITH NCC PART 3.3.1 UNREINFORCED MASONRY

GLAZING IN WET AREA TO COMPLY WITH PART 3.6 OF THE NCC VOLUME 2

ALL WINDOW FRAMES TO BE IN ACCORDANCE WITH AS 2047

ALL FLASHING TO BE AS PER PART 3.3.4 OF NCC VOLUME 2

TERMITE TREATMENT TO AS 3660.1 & MANUFACTURERS SPECIFICATIONS

PHYSICAL TERMITE BARRIER TO ALL WALLS ON BOUNDARY

ALL STRUCTURAL MATERIALS TO COMPLY WITH TERMITE PROTECTION MANAGEMENT AS3660.1

TIE-DOWNS IN ACCORDANCE WITH AS1684, ENGINEERS DETAILS & NCC REQUIREMENTS

ALL TIMBERWORK IN ACCORDANCE WITH AS1720

H2 MIN. ROOF TIMBERS IN ACCORDANCE WITH NCC & AS1684 REQUIREMENTS

MANHOLE LOCATION IS APPROXIMATE AND MAY CHANGE DUE TO CEILING FRAMING

DOWNPIPES TO COMPLY WITH NCC 3.5.2

LOCATION AND NUMBER OF DOWNPIPES IS INDICATIVE ONLY & MAY BE CHANGED TO ROOF PLUMBER'S OR BUILDERS DISCRETION

FLOOR WASTES AND WET AREA WATERPROOFING TO COMPLY WITH AS 3740-2010 & NCC 3.8.1

FALLS TO BE CREATED TO WET AREA FLOORS. FLOOR WASTE LOCATION ARE APPROXIMATE ONLY & MAY CHANGE TO BUILDER/PLUMBER DISCRETION

STEPDOWN TO ALL WET AREAS - REFER TO ENGINEERS DETAILS

HOBLESS SHOWERS AS NOTED

ENSURE COMPLIANCE WITH THE REQUIREMENTS OF BAL 12.5

HOME TO COMPLY WITH RELEVANT NCC AND COUNCIL REQUIREMENTS

SIZES AND DIMENSIONS MAY REQUIRE CHANGING DUE TO ANY DISCREPANCIES THAT MAY ARISE ON SITE

PLEASE NOTE THAT WHILE ALL CARE WAS TAKEN IN PREPARING THIS SET OF DRAWINGS ANY CONSTRUCTION WORK & DIMENSIONS ARE TO BE CHECKED & CONFIRMED BEFORE COMMENCING ANY WORK TO ENSURE ACCURACY

DO NOT SCALE FROM THESE DRAWINGS

AREAS

GROUND LIVING	:	141.57m²
PORCH	:	4.62m²
ALFRESCO	:	34.71m²
TOTAL AREA	:	180.90m²

GROUND FLOOR PLAN

CLIENT: KEN & CHERYL EMERY

PROJECT:

ADDRESS: #84 GINGIN ROAD, LANCELIN

#	REVISIONS	DATE	DRN
1	ROOF CHANGES	07/09/20	ZF
2	PIER CHANGES	09/09/20	ZF
3	ADJUSTMENTS	14/09/20	ZF
4	ISSUE FOR PLANNING	03/12/20	ZF
5	WORKING DRAWINGS	22/09/22	ZF
6	AMENDMENTS	10/09/23	ZF
7	AMENDMENTS	18/10/23	ZF
8	AMENDMENTS FOR BUILDING PERMIT	26/06/24	ZF

DATE: 26/06/2024
SCALE: ON A3 — 1:100 unless otherwise noted
DRAWN:
SHEET No: 4 OF 11

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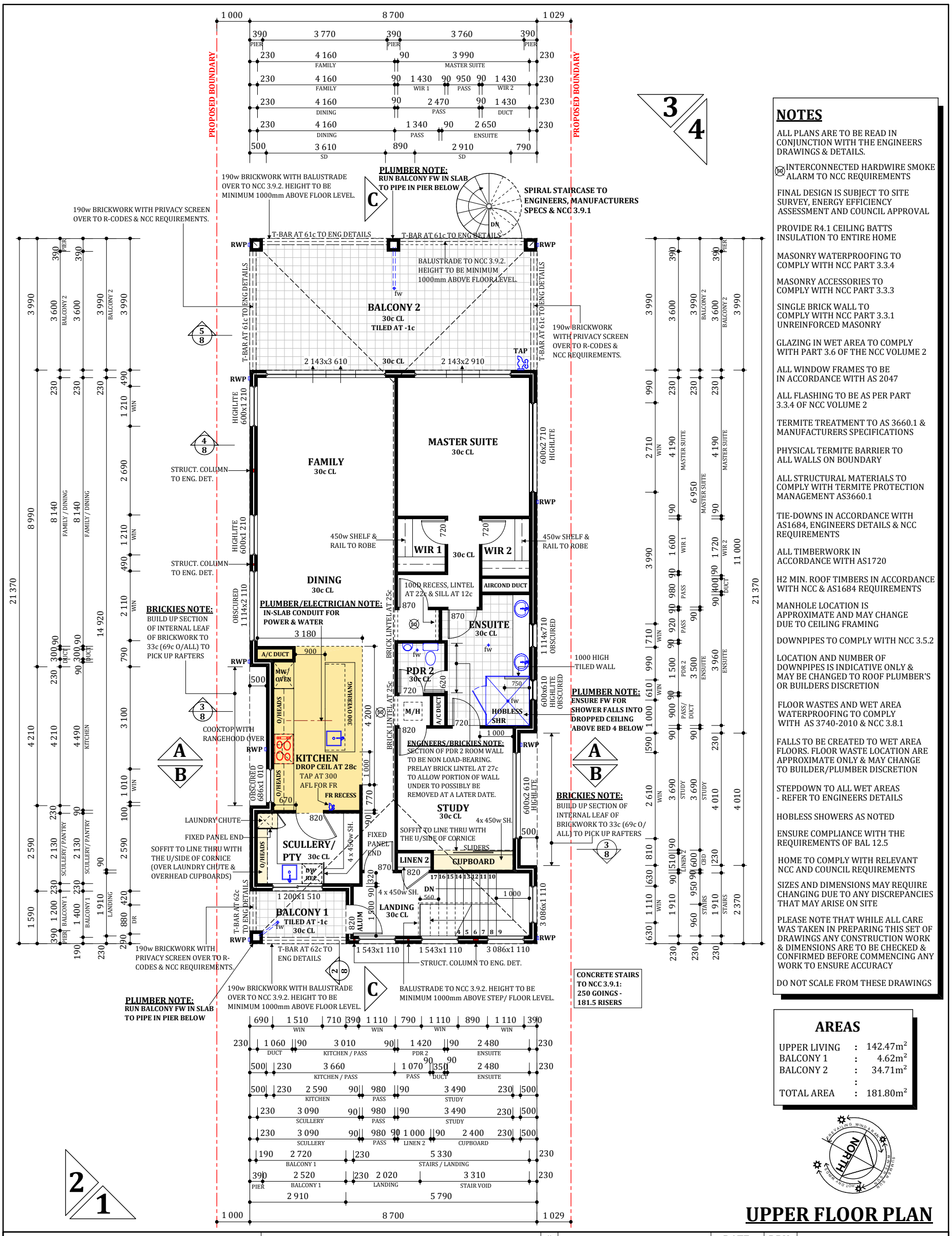

NOTES

ALL PLANS ARE TO BE READ IN CONJUNCTION WITH THE ENGINEERS DRAWINGS & DETAILS.

(SB) INTERCONNECTED HARDWIRE SMOKE ALARM TO NCC REQUIREMENTS

FINAL DESIGN IS SUBJECT TO SITE SURVEY, ENERGY EFFICIENCY ASSESSMENT AND COUNCIL APPROVAL

PROVIDE R4.1 CEILING BATTS INSULATION TO ENTIRE HOME

MASONRY WATERPROOFING TO COMPLY WITH NCC PART 3.3.4

MASONRY ACCESSORIES TO COMPLY WITH NCC PART 3.3.3

SINGLE BRICK WALL TO COMPLY WITH NCC PART 3.3.1 UNREINFORCED MASONRY

GLAZING IN WET AREA TO COMPLY WITH PART 3.6 OF THE NCC VOLUME 2

ALL WINDOW FRAMES TO BE IN ACCORDANCE WITH AS 2047

ALL FLASHING TO BE AS PER PART 3.3.4 OF NCC VOLUME 2

TERMITE TREATMENT TO AS 3660.1 & MANUFACTURERS SPECIFICATIONS

PHYSICAL TERMITE BARRIER TO ALL WALLS ON BOUNDARY

ALL STRUCTURAL MATERIALS TO COMPLY WITH TERMITE PROTECTION MANAGEMENT AS3660.1

TIE-DOWNS IN ACCORDANCE WITH AS1684, ENGINEERS DETAILS & NCC REQUIREMENTS

ALL TIMBERWORK IN ACCORDANCE WITH AS1720

H2 MIN. ROOF TIMBERS IN ACCORDANCE WITH NCC & AS1684 REQUIREMENTS

MANHOLE LOCATION IS APPROXIMATE AND MAY CHANGE DUE TO CEILING FRAMING

DOWNPIPES TO COMPLY WITH NCC 3.5.2

LOCATION AND NUMBER OF DOWNPIPES IS INDICATIVE ONLY & MAY BE CHANGED TO ROOF PLUMBER'S OR BUILDERS DISCRETION

FLOOR WASTES AND WET AREA WATERPROOFING TO COMPLY WITH AS 3740-2010 & NCC 3.8.1

FALLS TO BE CREATED TO WET AREA FLOORS. FLOOR WASTE LOCATION ARE APPROXIMATE ONLY & MAY CHANGE TO BUILDER/PLUMBER DISCRETION

STEPDOWN TO ALL WET AREAS - REFER TO ENGINEERS DETAILS

HOBLESS SHOWERS AS NOTED

ENSURE COMPLIANCE WITH THE REQUIREMENTS OF BAL 12.5

HOME TO COMPLY WITH RELEVANT NCC AND COUNCIL REQUIREMENTS

SIZES AND DIMENSIONS MAY REQUIRE CHANGING DUE TO ANY DISCREPANCIES THAT MAY ARISE ON SITE

PLEASE NOTE THAT WHILE ALL CARE WAS TAKEN IN PREPARING THIS SET OF DRAWINGS ANY CONSTRUCTION WORK & DIMENSIONS ARE TO BE CHECKED & CONFIRMED BEFORE COMMENCING ANY WORK TO ENSURE ACCURACY

DO NOT SCALE FROM THESE DRAWINGS

AREAS

UPPER LIVING	:	142.47m²
BALCONY 1	:	4.62m²
BALCONY 2	:	34.71m²
	:	
TOTAL AREA	:	181.80m²

UPPER FLOOR PLAN

CLIENT: KEN & CHERYL EMERY	#	REVISIONS	DATE	DRN	DATE: 26/06/2024
	1	ROOF CHANGES	07/09/20	ZF	SCALE: ON A3: 1:100 unless otherwise noted
	2	PIER CHANGES	09/09/20	ZF	
PROJECT:	3	ADJUSTMENTS	14/09/20	ZF	
	4	ISSUE FOR PLANNING	03/12/20	ZF	DRAWN:
ADDRESS: #84 GINGIN ROAD, LANCELIN	5	WORKING DRAWINGS	22/09/22	ZF	
	6	AMENDMENTS	10/09/23	ZF	SHEET No: 5 OF 11
	7	AMENDMENTS	18/10/23	ZF	
	8	AMENDMENTS FOR BUILDING PERMIT	26/06/24	ZF	

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H2 MIN. TREATED TIMBER ROOF FRAMING IN ACCORDANCE WITH AS1684, AS1720, ENGINEERS & NCC REQUIREMENTS

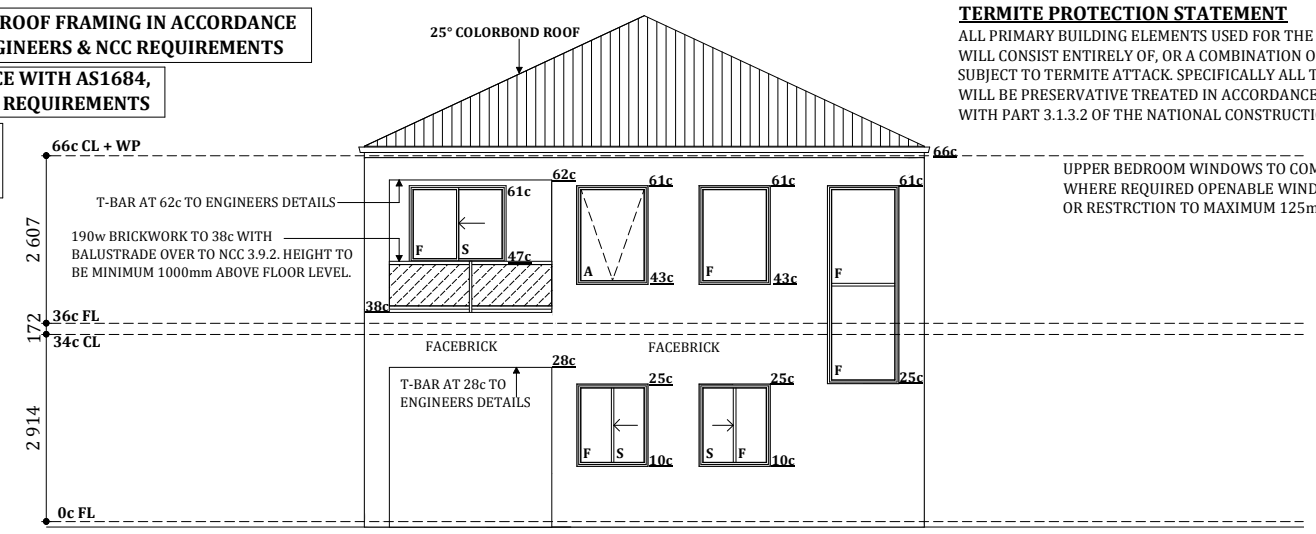
TIE-DOWNS IN ACCORDANCE WITH AS1684, ENGINEERS DETAILS & NCC REQUIREMENTS

ENSURE COMPLIANCE WITH THE REQUIREMENTS OF BAL 12.5

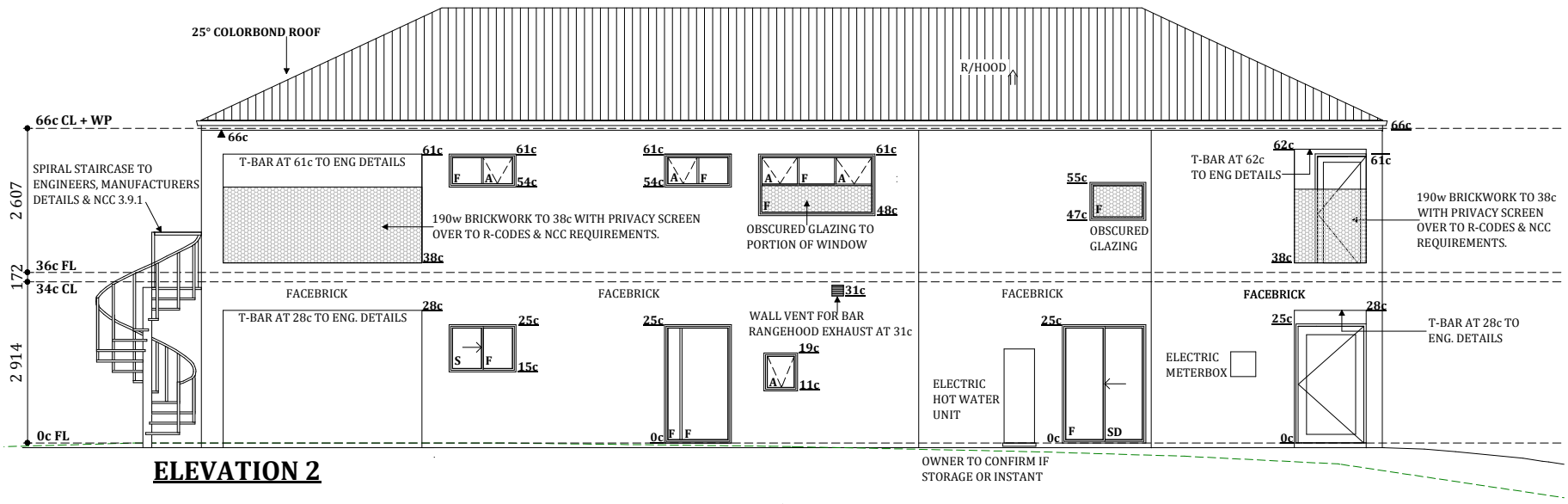
TERMITE PROTECTION STATEMENT

ALL PRIMARY BUILDING ELEMENTS USED FOR THE CONSTRUCTION OF THIS BUILDING WILL CONSIST ENTIRELY OF, OR A COMBINATION OF, MATERIALS CONSIDERED NOT SUBJECT TO TERMITE ATTACK. SPECIFICALLY ALL TIMBERS USED IN THIS DWELLING WILL BE PRESERVATIVE TREATED IN ACCORDANCE WITH AS 3660.1 AND WILL COMPLY WITH PART 3.1.3.2 OF THE NATIONAL CONSTRUCTION CODE - VOLUME 2 , 2019

UPPER BEDROOM WINDOWS TO COMPLY WITH NCC 3.9.2.6 & 3.9.2.7. WHERE REQUIRED OPENABLE WINDOWS TO HAVE COMPLIANT SCREEN OR RESTRCTION TO MAXIMUM 125mm OPENING



ELEVATION 1



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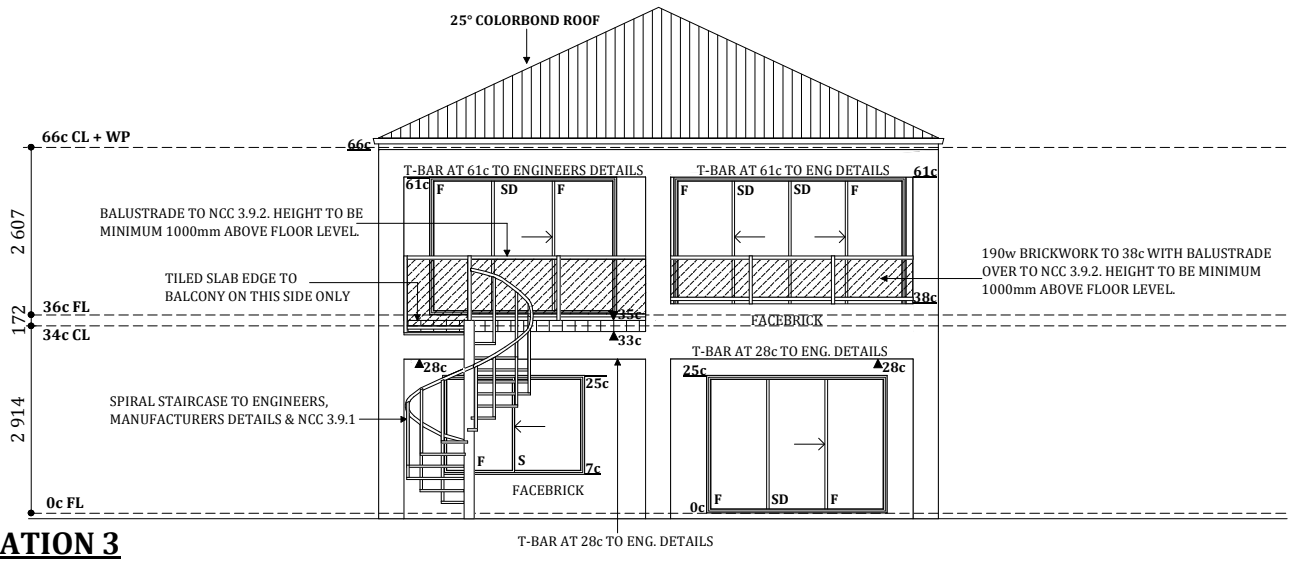
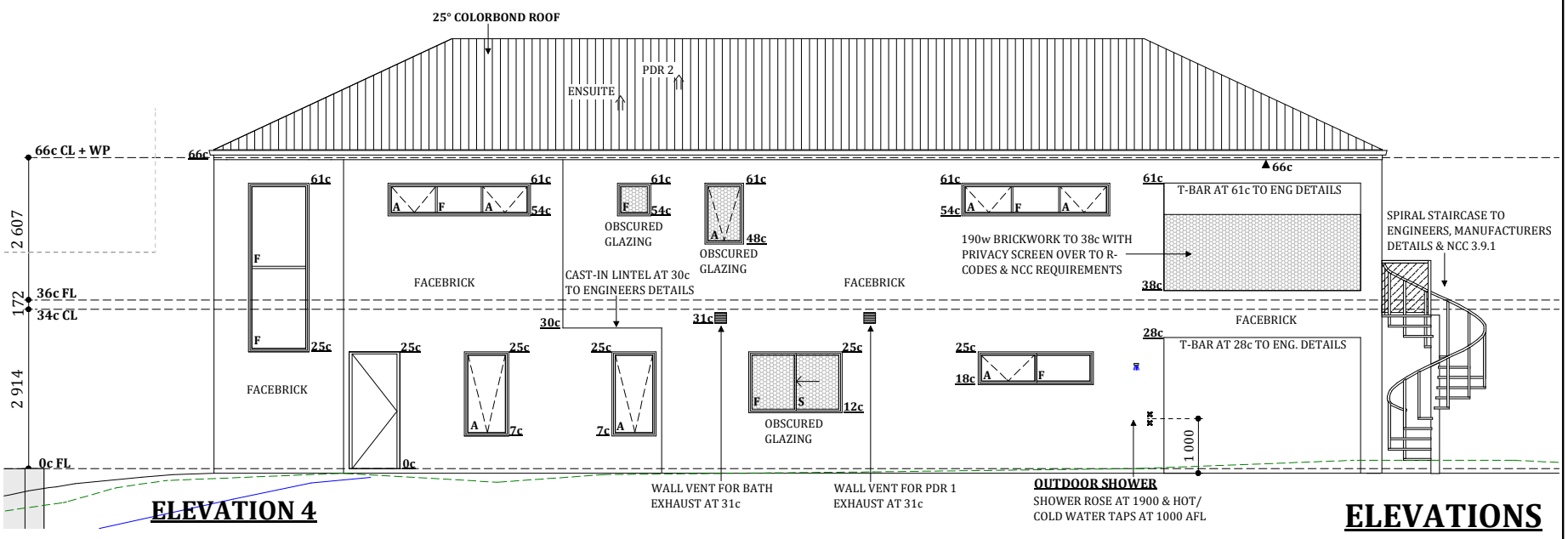


ELEVATION 3



ELEVATION 4

ELEVATIONS

CLIENT: KEN & CHERYL EMERY	#	REVISIONS	DATE	DRN	DATE: 26/06/2024	
	1	ROOF CHANGES	07/09/20	ZF	SCALE: ON A3	1:100 unless otherwise noted
	2	PIER CHANGES	09/09/20	ZF		
PROJECT:	3	ADJUSTMENTS	14/09/20	ZF		
	4	ISSUE FOR PLANNING	03/12/20	ZF	DRAWN:	
ADDRESS: #84 GINGIN ROAD, LANCELIN	5	WORKING DRAWINGS	22/09/22	ZF		
	6	AMENDMENTS	10/09/23	ZF	SHEET No:	6 OF 11
	7	AMENDMENTS	18/10/23	ZF		
	8	AMENDMENTS FOR BUILDING PERMIT	26/06/24	ZF		

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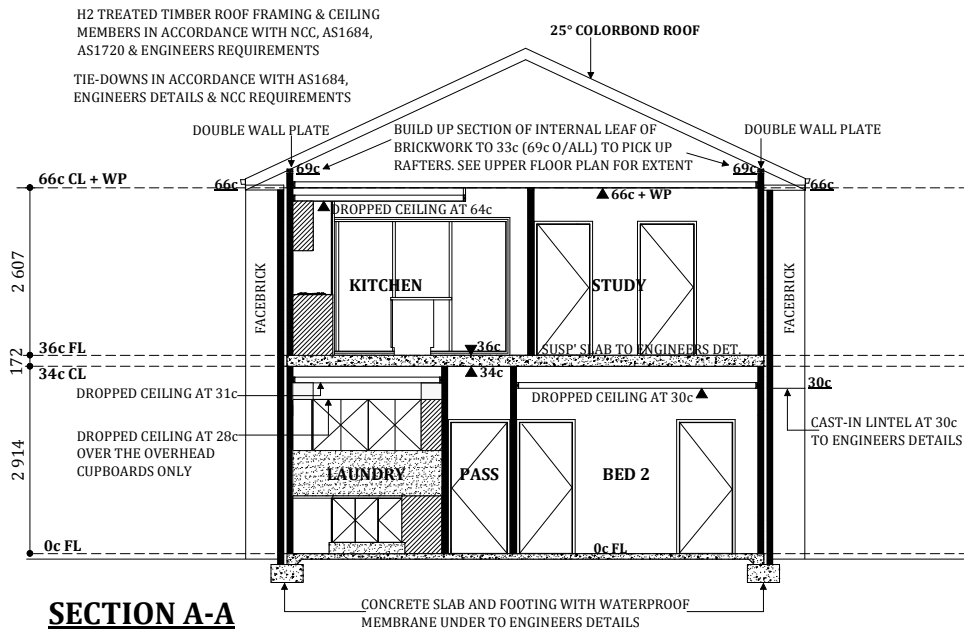
H2 MIN. TREATED TIMBER ROOF FRAMING IN ACCORDANCE WITH AS1684, AS1720, ENGINEERS & NCC REQUIREMENTS

ENSURE COMPLIANCE WITH THE REQUIREMENTS OF BAL 12.5

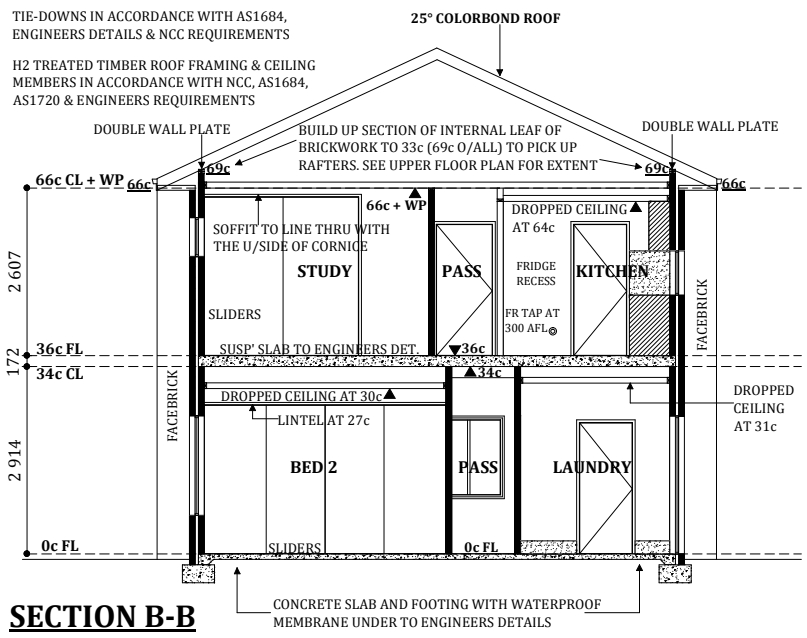
TIE-DOWNS IN ACCORDANCE WITH AS1684, ENGINEERS DETAILS & NCC REQUIREMENTS

TERMITE PROTECTION STATEMENT

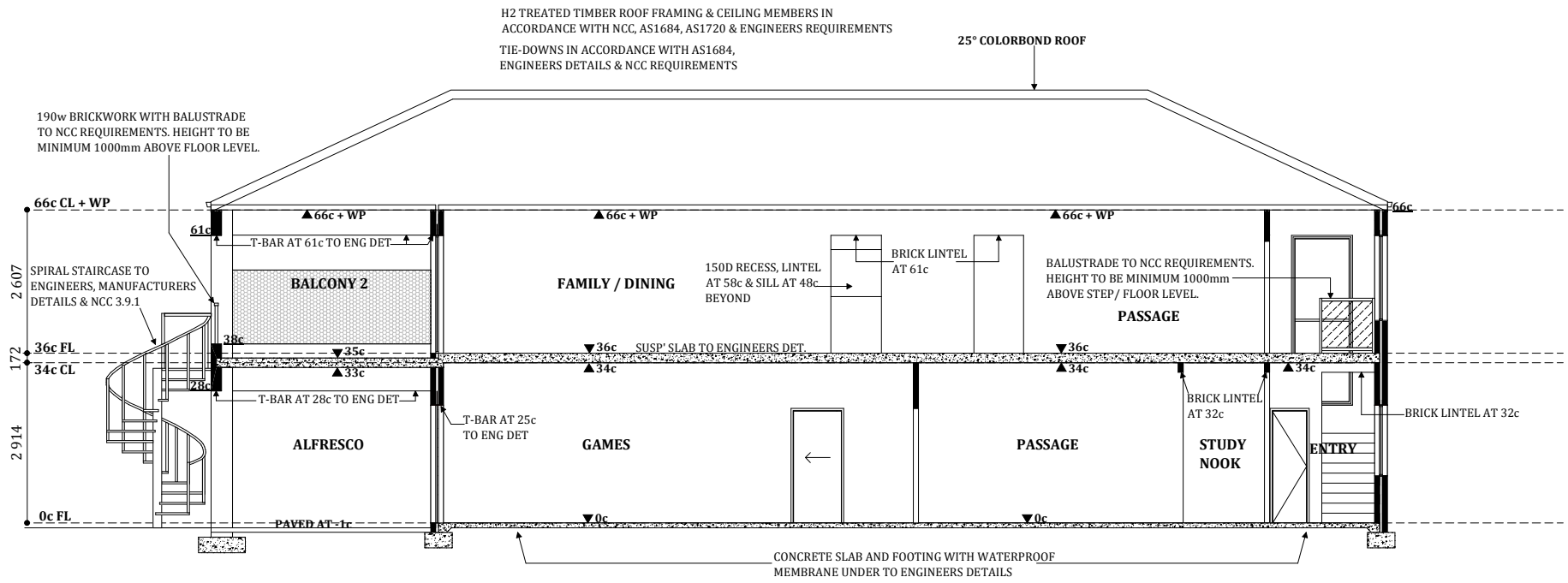
ALL PRIMARY BUILDING ELEMENTS USED FOR THE CONSTRUCTION OF THIS BUILDING WILL CONSIST ENTIRELY OF, OR A COMBINATION OF, MATERIALS CONSIDERED NOT SUBJECT TO TERMITE ATTACK. SPECIFICALLY ALL TIMBERS USED IN THIS DWELLING WILL BE PRESERVATIVE TREATED IN ACCORDANCE WITH AS 3660.1 AND WILL COMPLY WITH PART 3.1.3.2 OF THE NATIONAL CONSTRUCTION CODE - VOLUME 2 , 2019



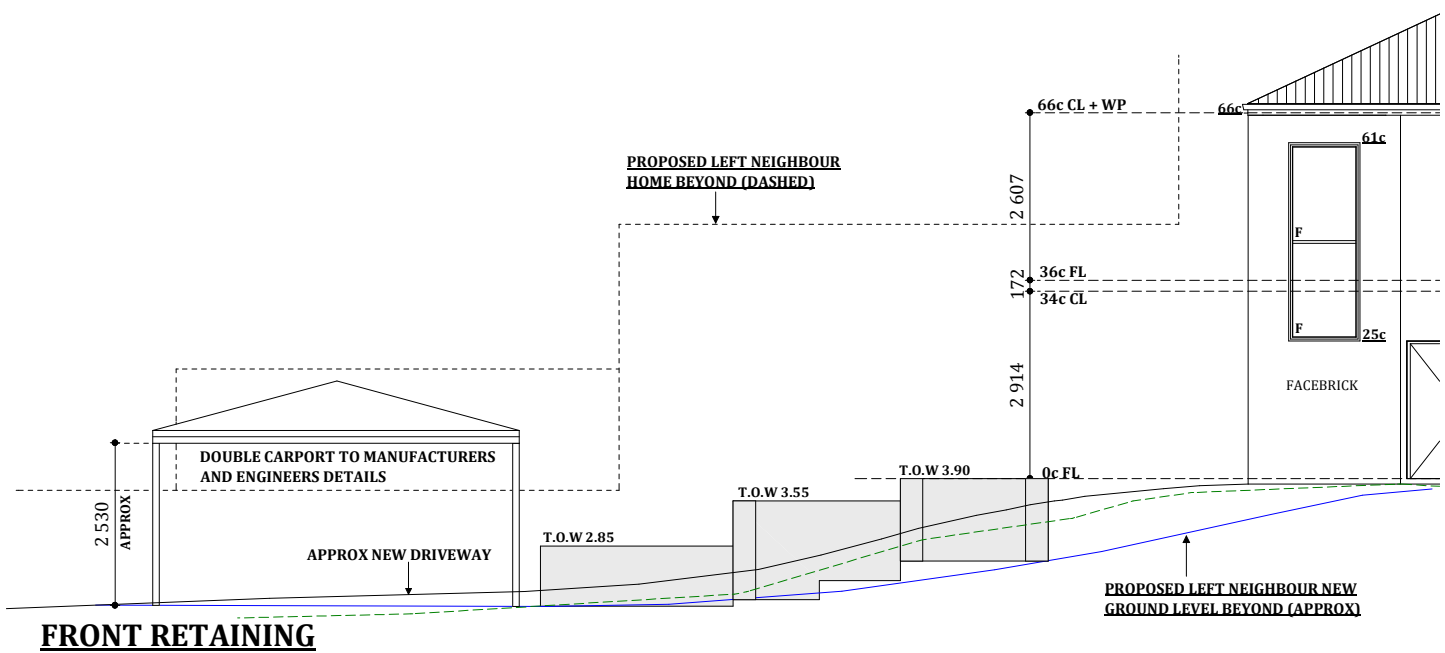
SECTION A-A



SECTION B-B



SECTION C-C



FRONT RETAINING

SECTIONS

CLIENT: KEN & CHERYL EMERY	#	REVISIONS	DATE	DRN	DATE:	26/06/2024
	1	ROOF CHANGES	07/09/20	ZF	SCALE: ON A3	1:100 unless otherwise noted
	2	PIER CHANGES	09/09/20	ZF		
PROJECT:	3	ADJUSTMENTS	14/09/20	ZF		
	4	ISSUE FOR PLANNING	03/12/20	ZF	DRAWN:	
ADDRESS: #84 GINGIN ROAD, LANCELIN	5	WORKING DRAWINGS	22/09/22	ZF		
	6	AMENDMENTS	10/09/23	ZF	SHEET No:	7 OF 11
	7	AMENDMENTS	18/10/23	ZF		
	8	AMENDMENTS FOR BUILDING PERMIT	26/06/24	ZF		

© COPYRIGHT LAWS APPLY TO THESE DRAWINGS

BUSH FIRE ATTACK LEVEL '12.5' REQUIREMENTS
BUILDING IN BUSHFIRE PRONE AREAS. AUSTRALIAN STANDARD AS3959 (2009)

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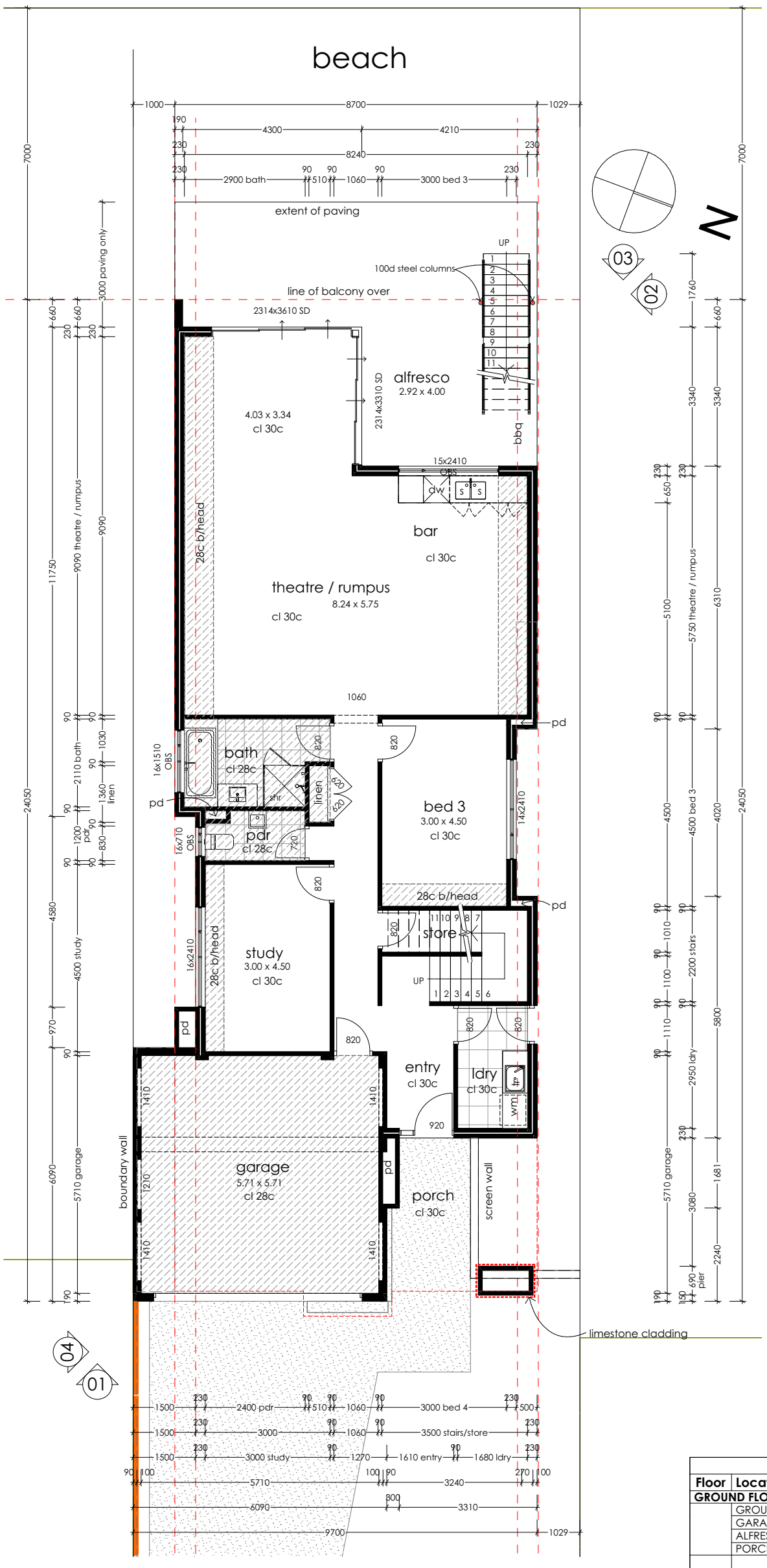
UNIT 1



GROUND FLOOR
1:100

Floor Areas			
Floor	**Location**	**Area**	**Perimeter**
GROUND FLOOR			
	GROUND FL...	139.95	57339
	GARAGE	37.13	24960
	ALFRESCO	16.84	16420
	PORCH	5.06	9561
		198.98 m²	
UPPER FLOOR			
	UPPER FLOOR	170.32	59220
	BALCONY 1	34.80	25400
		205.12 m²	
		404.10 m²	

SHEET 4 of 7

AMENDMENTS:
REV A 04.07.20 INITIAL CONCEPT
REV B 27.07.20 CLIENT AMENDMENTS
REV C 14.08.20 CLIENT AMENDMENTS
REV D 16.06.24 CLIENT AMENDMENTS

DRAWING TITLE: GROUND FLOOR
SCALE: AS SHOWN
REVISION: A
DRAWN: RICCADONNA DESIGN
STATUS: COUNCIL PROPOSAL CONCEPT
PUBLISH DATE: Wednesday, 26 June 2024

PROPOSED UNIT 1
CLIENT: **A. EMERY**
SITE ADDRESS: LOT 9 (No 84) GINGIN ROAD LANCELIN

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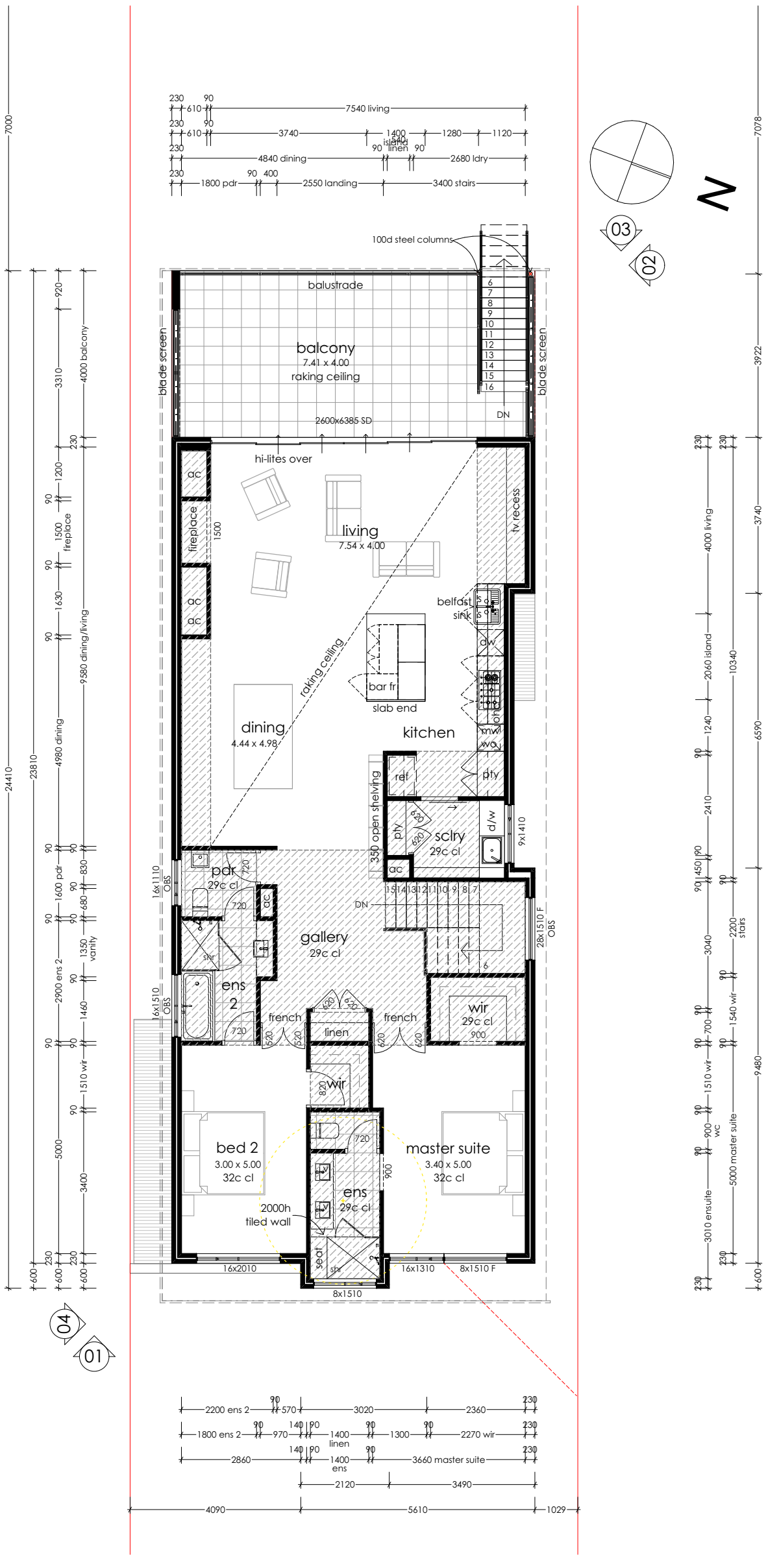

UPPER FLOOR
1:100

SHEET 5 of 7

AMENDMENTS:
REV A 04.07.20 INITIAL CONCEPT
REV B 27.07.20 CLIENT AMENDMENTS
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SCALE: AS SHOWN
REVISION: D
DRAWN: RICCADONNA DESIGN
STATUS: COUNCIL PROPOSAL CONCEPT
PUBLISH DATE: Wednesday, 26 June 2024

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CLIENT: **A. EMERY**
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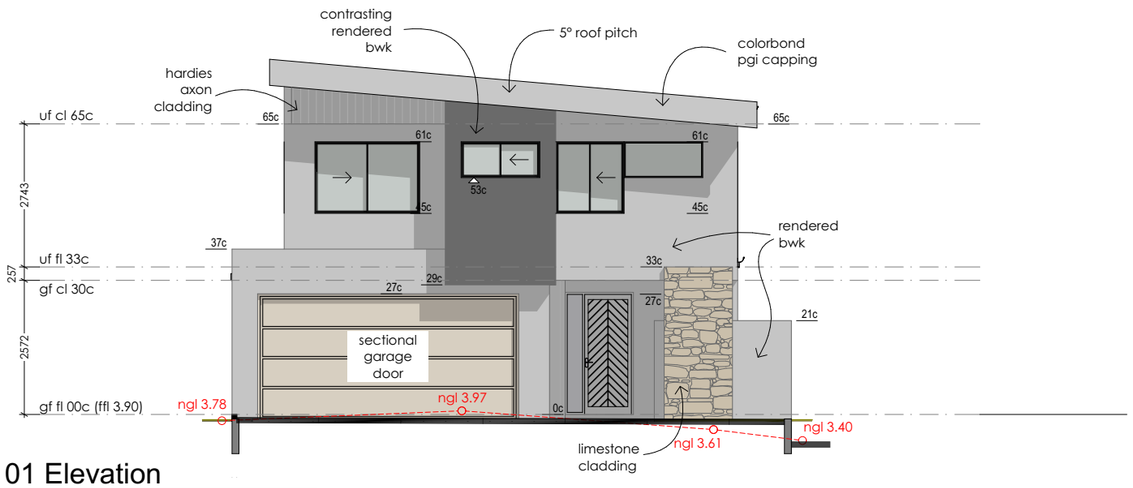

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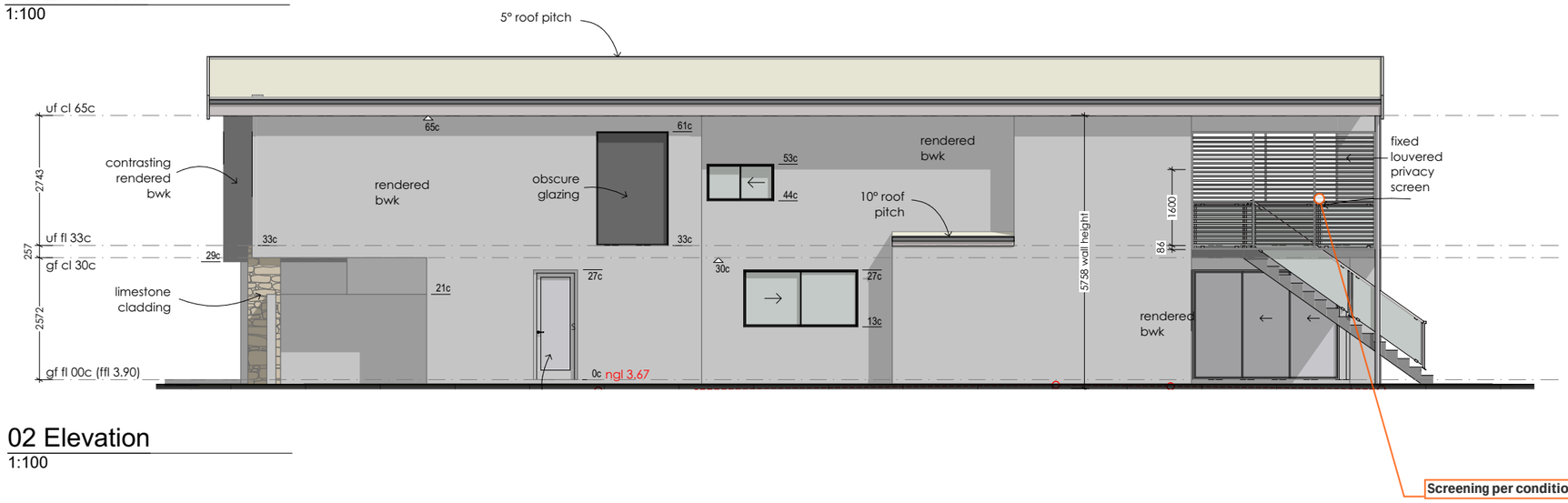
1:100



02 Elevation
1:100

GENERAL NOTES

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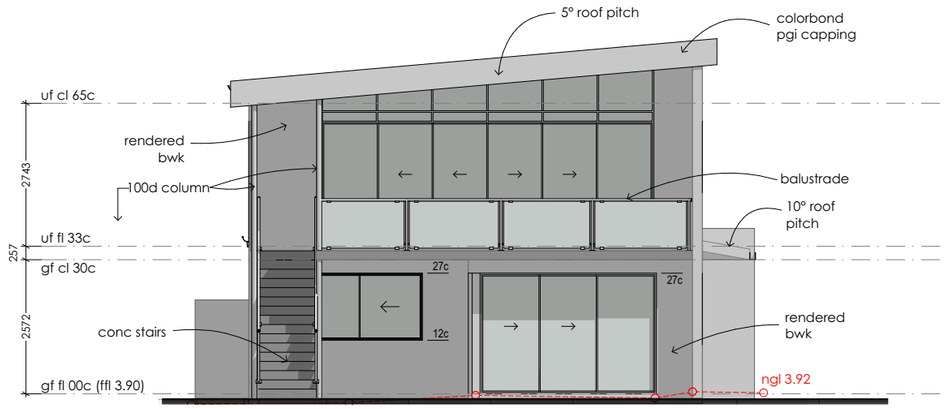
CLIENT: **A. EMERY**	DRAWN: RICCADONNA DESIGN / SCALE: AS SHOWN		
SITE ADDRESS: LOT 9 (No 84) GINGIN ROAD LANCELIN	STATUS: COUNCIL PROPOSAL CONCEPT / REVISION: D		
	PUBLISH DATE: Wednesday, 26 June 2024		



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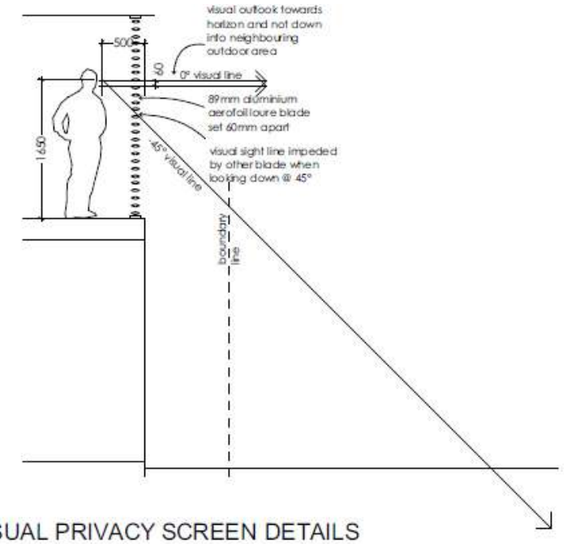
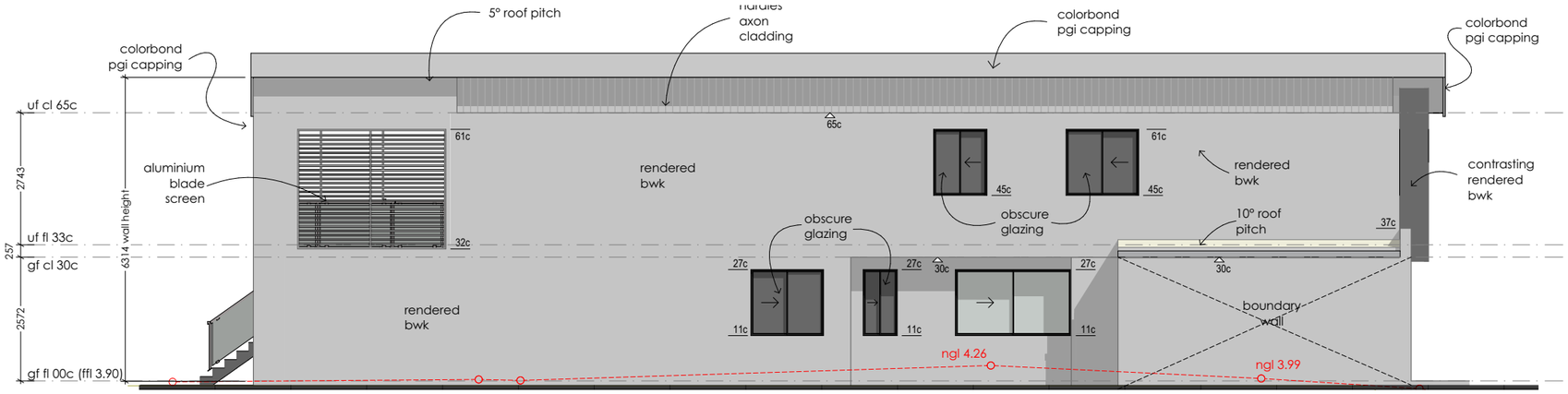
1:100



VISUAL PRIVACY SCREEN DETAILS



04 Elevation
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CLIENT: **A. EMERY**	DRAWN: RICCADONNA DESIGN / SCALE: AS SHOWN		
SITE ADDRESS: LOT 9 (No 84) GINGIN ROAD LANCELIN	STATUS: COUNCIL PROPOSAL CONCEPT / REVISION: D		
	PUBLISH DATE: Wednesday, 26 June 2024		

Dulux SW1E3
Lexicon®

MAIN RENDER TEXTURE

Dulux SN4G2
Milton Moon

CONTRASTING RENDER TEXTURE

Dulux SN4B4
Celtic Sky

JAMES HARDIES - AXON CLADDING

Dulux C1
Colorbond® Surfmist®

ROOF COVER
GUTTERS
FASCIA/CAPPING
GARAGE DOOR

WHITE LUSTRE

WINDOW FRAMES

Dulux C4
Colorbond® Shale Grey™

FENCING

ECO OUTDOOR - BODEGA

FEATURE STONE CLADDING

MIDLAND BRICK BOULEVARD GRANITE CHALK

PAVING

GROUP DWELLINGS AMENDMENT

CLIENT:
EMERY/de GRUSSA

SITE ADDRESS:
LOT 9 (No 84) GINGIN ROAD LANCELIN

DRAWING TITLE:
EXTERNAL FINISHES SCHEDULE

DRAWN: RICCADONNA DESIGN
SCALE: AS SHOWN
STATUS: DEVELOPMENT APPLICATION
REVISION: B
PUBLISH DATE: Sunday, 18 July 2021

AMENDMENTS:
REV A 23.11.20 DEVELOPMENT APPLICATION
REV b 15.12.20 DEVELOPMENT APPLICATION

riccadonna design
m : 0417 974 215
e : riccad@bigpond.net.au

C:\Users\CLAIRE\Documents\1. CLAIRE\CLAIRE WORK\84 GINGIN ROAD LANCELIN\Catherines Beachside Holiday Accom - DA REV B (1).pln

SHEET 21 of 23

OFFICIAL

Department of Planning, Lands and Heritage

GOVERNMENT OF WESTERN AUSTRALIA

Western Australian Planning Commission

Residential Design Codes

Volume 1

2024

PART B

ASSESSMENT TEMPLATE

DESIGN WA For a Better Built Environment

Disclaimer: This assessment template is not intended to replace R-Codes Volume 1. Applicants and assessors should refer to the R-Codes Volume 1 for information on the relevant provisions that are applicable to a development.

OFFICIAL

R-CODES VOLUME 1, PART B – ASSESSMENT TEMPLATE

April 2024

General	
Local government:	**Shire of Gingin**
Assessing officer:	
Development description:	**X3 Grouped Dwellings**
Reference number:	

Property Details	
Address:	**Lot 9 (No.84) Gingin Road, Lancelin**
Lot Area:	**2914 m2**
Title Information: **(lot type and easements)**	**Refer CT**

Planning Framework	
Region Scheme Zoning:	**N/A**
Local Planning Scheme zoning/R-code:	**Tourism/R12.5**
Land Use permissibility:	**Grouped Dwellings (D)**
Special Control area:	**N/A**
Structure Plan Area:	**N/A**
Local Development Plan Area:	**N/A**
Local Planning Policies:	**N/A**
Development Contributions:	**N/A**
Planning Control Area:	**N/A**
Referrals required: **(Main Roads, WAPC, Heritage etc)**	**N/A**

R-Codes Volume 1 Part B - Assessment Template

PART D - LAND

1.1 SITE AREA

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C1.1.1	Average & Minimum site area in accordance with Table D	☒	☐	☐	Min. 700 m2 Av. 800 m2	Min.700.31 m2 Av. 971.33m2		
C1.1.2	Minimum site area calculated as required for a single house or grouped dwelling	☒	☐	☐				
C1.1.3	Corner Truncation to a public street, up to a maximum of 20m2 to be added	☐	☐	☒				
	Battle-axe access leg no more than 20% of required site area in Table D	☐	☐	☒				
C1.1.4	Variation approved by the WAPC	☐	☐	☒				
	Existing lot with permanent legal access to a public road	☐	☐	☒				
C1.1.5 R25 & below	Reduced by up to one third for an aged or dependent persons' dwelling or a single bedroom dwelling.	☐	☐	☒				
C1.1.6 R30 - R40 only	Reduced by up to 35% for an accessible dwelling to gold level universal design or a small dwelling	☐	☐	☒				
	Site not less than 100m2	☐	☐	☒				
	Where 4 or more dwellings or sites proposed, reduction applied to a maximum 50% of total lots	☐	☐	☒				
C1.1.7	R50 and above only			☒				
C1.1.8	Multiple dwellings R30 to R60 only			☒				

5.1 CONTEXT

5.1.2 STREET SETBACK

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C2.1	Primary Street Setbacks in accordance with Table B	☒	☐	☐	Primary Street = 7.5m Rear = 6m	>7.5m >6m		
	50% reduction averaged with compensating area	☐	☐	☒				
	2.5m setback to communal street, secondary street or right of way, 1.5m to a porch, balcony, verandah	☐	☐	☒				
C2.2	Secondary Street Setbacks in accordance with Table B	☐	☐	☒				
C2.3	Corner Truncation Setbacks in accordance with Table B	☐	☐	☒				
C2.4	Porches, Verandahs and Balconies may project forward of the primary street setback line up to half the required primary street setback.	☐	☐	☒				

5.1.3 LOT BOUNDARY SETBACK

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C3.1	Buildings set back from lot boundaries in accordance with Table B and Tables 2a and 2b	☐	☒	☐	Deemed to comply setback are identified on the development plans	Variations are noted on the development plans	Assessment against the design principles is included in the report.	
	Carports, patios, verandahs reduced to nil to the posts where maximum 10m long, maximum 2.7m high and located behind the street setback	☒	☐	☐				
	Unenclosed outdoor living areas 0.5m above natural ground setback as 2.4m high wall	☒	☐	☐				
	Minor projections not more than 0.75m into setback	☒	☐	☐				
	Reduced by half the width of adjoining right-of-way, pedestrian access way, communal street or battleaxe access leg, to a maximum reduction of 2m	☐	☐	☒				
BOUNDARY WALLS								
C3.2	Boundary walls, up to two site boundaries,	☐	☐	☐				Boundary walls not permitted in R-12.5 – boundary walls considered in overall lengths above
	abutting existing boundary wall of similar/greater dimension	☐	☐					
	Behind the street setback line	☐	☐					
C3.3	Length and height of boundary wall determined by reference to the lower density of two adjoining lots.	☐	☐	☐				
C3.4	Where a boundary wall located immediately above a concurrently proposed retaining wall, wall height is to include the height of the retaining wall.	☐	☐	☐				

5.1.4 OPEN SPACE

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C4	Open space provided in accordance with Table B *(The site area for a grouped dwelling includes the area allocated for the exclusive use of that dwelling and the proportionate share of common property.)*	☒	☐	☐	55%	All lots provide more than 55% open space.		

5.1.5 COMMUNAL OPEN SPACE (Grouped Dwellings Only)

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C5	Required open space for a grouped dwelling with direct physical access to the communal open space may be reduced by up to 20 per cent. *i. the aggregate of deducted area does not exceed the area of communal open space; and* *ii. the outdoor living area for any dwelling is not reduced in area.*	☐	☐	☒				

Published 10 April 2024

R-Codes Volume 1 Part B - Assessment Template

5.1.6 BUILDING HEIGHT

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C6	Building height in accordance with Table 3	☐	☒	☐	Wall height – 7m Gable, skillion, concealed roof – 8m Pitched roof – 10m	Unit 1 wall height <7m with roof height <8m Unit 2 wall height <7m with roof height <10m Unit 3 wall height >7m (7.23m) with roof height <8m	Assessment against the design principles is included in the report.	

5.2 STREETSCAPE

5.2.1 SETBACK OF CARPORTS AND GARAGES

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C1.1	Garages set back 4.5m from the primary street or at least 0.5m behind the dwelling alignment	☒	☐	☐				
	3m where parallel to the street	☐	☐	☒				
C1.2	Carports set back in accordance with Table B or,	☐	☐	☒				
	Reduced by up to 50 per cent where:	☐	☐					
	width does not exceed 60% of lot frontage	☐	☐					
	allows unobstructed view between the dwelling and the street	☐	☐					
	is compatible in materials and roof pitch	☐	☐					
C1.3	Garages and carports setback from a communal street or right-of-way with manoeuvring space of at least 6m permanently available	☐	☐	☒				
C1.4	Setback 1.5m from a secondary street.	☐	☐	☒				

5.2.2 GARAGE WIDTH

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C2	Maximum garage width no more than 50 per cent of the lot frontage. Increased up to 60 per cent where an upper floor or balcony extends for more than half the garage width.	☒	☐	☐		Garages are setback a considerable distance from the street.		

5.2.3 STREET SURVEILANCE

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C3.1	Clearly definable entry points visible and accessible from the street	☒	☐	☐				
C3.2	At least one major opening from a habitable room of the dwelling faces the street and the pedestrian or vehicular approach to the dwelling	☒	☐	☐				
C3.3	At least one major opening from a habitable room of the dwelling faces the approach of the dwelling battleaxe lots or lots with internal/common property driveway access.	☐	☐	☒				

5.2.4 STREET WALLS AND FENCES

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C4.1	Fencing (excluding pillars) within front setback visually permeable above 1.2m (Figure 12)	☐	☐	☒				
C4.2	Front fences Maximum solid pillar height of 1.8m, Maximum pillar dimensions 400mm by 400mm	☐	☐	☒				

5.2.5 SIGHTLINES

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C5	Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, or other structures adjoin those outlined in C5 i – iii	☒	☐	☐				

5.2.6 APPEARANCE OF RETAINED DWELLING

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C6	Appearance of retained dwelling upgraded to similar maintenance standard of new development.	☐	☐	☒				

5.3 SITE PLANNING AND DESIGN

5.3.1 OUTDOOR LIVING AREAS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C1.1	Outdoor living area to be provided in accordance with Table B	☒	☐	☐				
	Behind front setback line	☒	☐					
	Accessible from primary living space	☒	☐					
	Minimum dimension 4m either direction	☒	☐					
	Two thirds of the required area without permanent roof cover	☒	☐					

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C1.2	Multiple dwelling balcony Minimum 10m2,	☐	☐	☒				
	Minimum dimension 2.4m	☐	☐					
	Opening directly from primary living space	☐	☐					

5.3.2 LANDSCAPING

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
Landscaping of Grouped dwelling and multiple dwelling common property and communal open spaces;								
A3	Landscaping plan required for Multiple dwelling or grouped dwellings (10 or more) or mixed proposals	☐	☐	☒				
C2.1	Street setback area without car-parking (except visitor bays)	☒	☐	☐				
	Pedestrian access (wheelchair accessible) connecting ground floor entries with public footpath and car parking areas	☒	☐					
	One tree for every four uncovered car bays (rounded to the nearest whole number)	☒	☐					
	Lighting to pathways, communal open space and parking	☒	☐					
	Bin areas conveniently located and screened	☒	☐					
	Trees <3m in height retained in communal open space	☒	☐					
	Adequate sightlines for pedestrians and vehicles	☒	☐					
	Line of sight between communal open space and at least two major openings	☒	☐					
	clothes drying areas which are secure and screened from view	☒	☐					
C2.2	Single houses, grouped and multiple dwellings; Minimum number of trees	☒	☐	☐				
	2m x 2m tree planting area per tree, free of impervious surfaces and roof cover	☒	☐					
	Landscaping of Street Setback area not more than 50% impervious surface	☒	☐	☐				

5.3.3 PARKING

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C3.1	Resident parking bays as per table	☒	☐	☐				
C3.2	Visitor parking bays as per relevant table	☒	☐	☐				

5.3.4 DESIGN OF CAR PARKING SPACES

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C4.1	Car space and manoeuvring area as per AS 2890.1	☒	☐	☐				
C4.2	Visitor parking marked and signposted	☒	☐	☐				
	Visible to development entrance and located outside security barrier	☒	☐	☐				
	With an accessible path of travel for people with disabilities	☒	☐	☐				
C4.3	Landscaping provided between each six consecutive bays	☐	☐	☒				

5.3.5 VEHICULAR ACCESS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C5.1	Access from communal street or right-of-way	☐	☐	☒				
	Access from secondary street where above N/A	☐	☐	☐				
	Access from primary street where above N/A	☒	☐	☐				
C5.2	Driveways serving four dwellings or less not narrower than 3m at the street boundary	☒	☐	☐				
	Maximum driveway width of 6m and 9m aggregate driveway per property	☒	☐	☐				
C5.3	Driveway's setback of 0.5m from side lot boundary	☒	☐	☐				
	No closer than 6m to a street corner	☒	☐	☐				
	Aligned at right angle to the street	☒	☐	☐				
	Avoids street trees	☒	☐	☐				
	Adequately paved and drained	☒	☐	☐				
C5.4	Driveway design for two-way access and for vehicles to enter the street in a forward gear where;	☒	☐	☐				
	Driveway serves five or more dwellings	☐	☐	☒				
	Distance from a car space to the street 15m or more	☒	☐	☐				
	The street a primary distributor or integrator arterial	☐	☐	☒				
C5.5	Driveways for grouped dwellings (five or more) Minimum width of 4m	☐	☐	☒				
	Designed for two-way access	☐	☐	☒				
C5.6	Driveways where retaining an existing dwelling and servicing a grouped dwelling, minimum width 3m	☐	☐	☒				
C5.7	Driveways for 20 or more grouped dwellings, minimum width 12m.	☐	☐	☒				

5.3.6 PEDESTRIAN ACCESS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C6.1	Separate path (to a minimum width of 1.2m) where communal street serves more than 10 dwellings	☐	☐	☒				
C6.2	Communal street serving more than two dwellings to be provided with clear sight lines	☒	☐	☐				
	Adequate lighting	☒	☐	☐				
	Paving surfaces to slow traffic	☒	☐	☐				

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C6.3	A communal street or pedestrian path is no closer than 2.5m to any wall with a major opening unless privacy screening is provided.	☐	☐	☒				

5.3.7 SITE WORKS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C7.1	Site works and retaining walls between the street boundary and the street setback are to be 0.5m in height or less except where necessary to provide for pedestrian, universal and/or vehicle access, drainage works or natural light to a dwelling.	☐	☒	☐		Up to 1m of site works/retaining proposed.		
C7.2	Site works and retaining walls behind front setback line, setback in accordance with Table 4	☒	☐	☐				

CLAUSE 5.3.8 RETAINING WALLS – Deleted by amendment dated 02/07/2021

5.3.9 STORMWATER MANAGEMENT

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C9.1	Stormwater contained on site	☒	☐	☐				

5.4 BUILDING DESIGN

5.4.1 VISUAL PRIVACY

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C1.1	Habitable spaces 0.5m or more above natural ground level setback in accordance with the table. (*Reference lower density code where the subject site and affected adjoining site have different R-Code)*							
	Bedrooms and studies	☒	☐	☐				
	Other indoor habitable rooms	☐	☒	☐		Unit 1 – upper floor balcony, less than 7.5m to northern boundary. Unit 3 – upper floor balcony, less than 7.5m to the southern boundary.		
	Outdoor active habitable spaces	☐	☒	☐				
C1.2	Screening devices at least 1.6m in height, at least 75 per cent obscure, permanently fixed, made of durable material and restrict view in the direction of overlooking into any adjoining property	☒	☐	☐				

5.4.2 SOLAR ACCESS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C2.1	Maximum overshadowing on adjoining properties;							
	coded R25 and lower – 25 per cent of the site area;	☒	☐	☐				
	coded R30 to R40 – 35 per cent of the site area	☐	☐	☒				
	coded higher than R40 – 50 per cent of the site area.	☐	☐	☒				
C2.2	Shading to a southern adjoining lot reduced proportionate to the percentage of the affected property's northern boundary the development abuts	☐	☐	☒				

5.4.3 OUTBUILDINGS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C3A	no more than one outbuilding per dwelling site	☐	☐	☒				
	no more than two boundary walls;	☐	☐					
	does not exceed 10m2 in area	☐	☐					
	Maximum wall height 2.7m	☐	☐					
	not located within the primary or secondary street setback area; and	☐	☐					
	does not reduce open space and outdoor living area requirements in Table B.	☐	☐					
C3B	Individually or collectively no more than 60m2 or 10 percent of the site area, whichever is the lesser,	☐	☐	☒				
	setback in accordance with Table 2a	☐	☐					
	Maximum wall height of 2.4m	☐	☐					
	Maximum ridge height of 4.2m	☐	☐					
	not located within the primary or secondary street setback area; and	☐	☐					
	does not reduce open space and outdoor living area requirements in Table B.	☐	☐					

5.4.4 EXTERNAL FIXTURES, UTILITIES AND FACILITIES

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C4.1	Solar collectors proposed	☐	☒	☐				
C4.2	Television aerials, essential plumbing and down pipes permitted	☒	☐	☐				
C4.3	Other external utilities/fixtures not visible from the primary street	☒	☐	☐				
	Designed to integrate with the building	☒	☐	☐				
	Located so as not to be visually obtrusive	☒	☐	☐				

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C4.4	Antennas, satellite dishes and the like not visible from the primary and secondary street	☒	☐	☐				
C4.5	Min 4m2 enclosed lockable storeroom for each grouped dwelling with a minimum dimension of 1.5m or 1m when provided within a garage	☒	☐	☐				
C4.6	Communal bin store area provided if necessary	☐	☐	☒				
C4.7	Clothes drying areas screened from street	☒	☐	☐				

5.5 SPECIAL PURPOSE DWELLING

5.5.1 ANCILLARY DWELLINGS

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C1	Maximum internal floor area of 70m2	☐	☐	☒				
	Parking provided in accordance with 5.3.3 C3.1	☐	☐	☒				
	Located behind the street setback line	☐	☐	☒				
	Does not preclude single house from meeting open space and OLA requirements	☐	☐	☒				
	Compliance with the R-Codes with the exception of site area, street surveillance and outdoor living areas	☐	☐	☒				

5.5.2 AGED AND DEPENDANT PERSONS DWELLINGS – R25 and below

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C2.1	Maximum internal floor area of 100m2, or 80m2 for multiple dwellings	☐	☐	☒				
	Minimum of five dwellings in the development	☐	☐	☒				
	Visitor's car parking spaces at the rate of one per four dwellings, with a minimum of one space	☐	☐	☒				
	The first visitor's car space is wheelchair accessible in accordance with AS4299	☐	☐	☒				
	Outdoor living area in accordance with Table B, but may be reduced by one-third;	☐	☐	☒				
	Complies with all other provisions of the R-codes	☐	☐	☒				
C2.2	Continuous path of travel from the street frontage, car parking area or drop-off point in accordance with the requirements of AS4299	☐	☐	☒				
	Level entry to the front entry door, and preferably all external doors having level entries	☐	☐	☒				
C2.3	all external and internal doors to provide a minimum 820mm clear opening	☐	☐	☒				
	internal corridors a minimum 1,000mm wide, increased to 1,200mm where openings on side walls	☐	☐	☒				
	A visitable toilet (AS4299, clause 1.4.12), preferably located within a bathroom; and	☐	☐	☒				
	toilet and toilet approach doors have a minimum 250mm nib wall on door handle side of the door and provision for grab rails in accordance with AS4299,	☐	☐	☒				
C2.4	Section 70A notification on the certificate title requiring occupancy restriction to be maintained.	☐	☐					

5.5.3 SINGLE BEDROOM DWELLINGS – R25 and below

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C3	Maximum internal floor area of 70m2	☐	☐	☒				
	Open space and landscaping in accordance with the requirements of clause 5.1.4 and 5.3.2	☐	☐	☒				
	parking provided in accordance with clause 5.3.3 C3.1 and C3.2	☐	☐	☒				
	Outdoor living area in accordance with Table B, but may be reduced by one-third;	☐	☐	☒				
	Complies with all other provisions of the R-Codes	☐	☐	☒				

5.5.4 ACCESSIBLE DWELLINGS – R30 to R40

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C4	Designed and constructed in accordance with the gold level universal design requirements of A4 Universal design requirements, or are certified Liveable Housing Australia to a minimum gold level of performance; and	☐	☐	☒				
	Maximum internal floor area of 110m2	☐	☐	☒				
	Complies with all other provisions of the R-codes	☐	☐	☒				

5.5.5 SMALL DWELLINGS – R30 and above

DEEMED-TO-COMPLY		YES	NO	N/A	DEEMED-TO-COMPLY REQUIREMENT	PROVIDED	DESIGN PRINCIPLE (IF APPLIED)	COMMENTS / CONDITION OF APPROVAL
C5	Maximum internal floor area of 70m2	☐	☐	☒				
	parking provided in accordance with the table in 5.3.3 Parking C3.1; and	☐	☐	☒				
	Complies with all other provisions of the R-Codes	☐	☐	☒				

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CONSULTATION

FURTHER COMMENTS

RECOMMENDATION

APPROVE ☐ REFUSE ☐

15 REPORTS - OPERATIONS AND ASSETS

Nil

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

17 COUNCILLORS' OFFICIAL REPORTS

17.1 COUNCILLOR LINDA BALCOMBE

From 8 October 2024 to 10 October 2024, I attended, together with Cr Woods, Cr Stewart & CEO, the WALGA 2024 Local Government Convention.

On 10 October 2024 I attended, together with Councillor Fewster and Councillor Kestel, the WALGA AGM.

On 10 October I attended, together with Councillor Fewster, the Stable Fly Action Group AGM.

On 11 October 2024 I attended the Sugar Gum sapling planting (Memorial to Mr Ralph Hill). My thanks and congratulations to Shire staff for organising the event and Chittering Landcare for propagating the sapling.

On 11 October 2024 I attended a Party Liberal sundowner at the Gingin Golf Club to hear the Party's proposals for our Shire.

On 12 October 2024, together with Councillor Peczka, I attended the Lancelin Save The Dunes meeting.

17.2 COUNCILLOR FRANK PECZKA

On 12 October 2024, together with Councillor Balcombe, I attended the Lancelin Save The Dunes meeting.

17.3 COUNCILLOR WAYNE FEWSTER

I would like to make Council aware that Mrs Gloria Hyne of Gingin has been presented with the Silver Kangaroo medal by Scouts Australia in recognition of her many years of service to the Scouting Movement in the Shire of Gingin. This is the highest honour that can be awarded by Scouts Australia and I have asked the CEO to send a letter of congratulations to Mrs Hyne on the Council's behalf.

On 10 October I attended, together with Councillor Balcombe, the Stable Fly Action Group AGM. The biggest such meeting he has attended. Informative guest speakers and thanks to other Councillors for attending.

18 NEW BUSINESS OF AN URGENT NATURE

Nil

19 MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Kestel SECONDED: Councillor Johnson

That Council move into a Confidential Session to discuss Items 19.1, 19.2 and 19.3.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

The meeting was closed to the public and the public recording ceased at 4:32 pm.

All members of the public present in the gallery left the meeting at 4:32 pm.

19.1 NOMINATION FOR TITLE OF HONORARY FREEMAN OF THE SHIRE OF GINGIN

File	PRL/3
Author	Karen Okely - PA to CEO
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	Nil
Appendices	1. Policy 1.28 [**19.1.1** - 2 pages]

<u>Reasons for Confidentiality</u>

This report is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting be closed to the public for business relating to the following:

b. *The personal affairs of any person;*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Balcombe SECONDED: Councillor Woods

That Council:

1. Award the title of Honorary Freeman of the Shire of Gingin as per the officer's report;

2. Agree that the new Freeman will be announced and presented with a certificate and lapel pin at the Shire of Gingin Australia Day celebrations on 26 January 2025; and

3. Acknowledge that the new Freeman will be included on the invitation list for all subsequent civic events and functions.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

19.2 REQUEST FOR TENDER 03-2024 SUPPLY OF GRAVEL

File	COR/40-032024
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	Nil
Appendices	Nil

Reasons for Confidentiality

This report is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting be closed to the public for business relating to the following:

c. *A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting*

e. *A matter that if disclosed, would reveal –*

(i) A trade secret;
(ii) Information that has a commercial value to a person; or

(iii) Information about the business, professional, commercial or financial affairs of a person. Where the trade secret or information is held by, or is about, a person other than the local government.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Weeks

That Council agree to accept the tender submitted by Bindoon Hill Gravel Supply in response to RFT 03/2024 Supply of Gravel for the supply of an estimated 80,000 tonnes of gravel at $13.95 + GST /tonne to a maximum value of $1,116,000 + GST.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

19.3 VEHICLE REPLACEMENT – 4GG

File	4.GG
Author	Les Crichton – Executive Manager Corporate & Community Services
Reporting Officer	Les Crichton – Executive Manager Corporate & Community Services
Refer	Nil
Appendices	Nil

Reasons for Confidentiality

This report is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting be closed to the public for business relating to the following:

e. A matter that if disclosed, would reveal –

(i) A trade secret;
(ii) Information that has a commercial value to a person; or

(iii) Information about the business, professional, commercial or financial affairs of a person. Where the trade secret or information is held by, or is about, a person other than the local government.

Disclosures of interest

Councillor Fewster disclosed a financial interest in Item 19.3 as it is a family member's vehicle and left the meeting at 4:40 pm.

James Bayliss (Executive Manager Regulatory and Development Services) disclosed a financial interest in Item 19.3 as usage forms part of his remuneration package and left the meeting at 4:40 pm.

Councillor Balcombe assumed the chair at 4:40 pm.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Sorensen

That Council agree to amend the adopted 2024/25 budget to include provision of $56,500 for purchase of vehicle to replace 4GG, and provision of $18,000 for sale of the current 4GG vehicle as detailed in the following table:

Account	Description	Current Budget	Revised Budget	Surplus/Deficit
141006310	Asset Purchase	0	56,500	56,500
151203810	Transfer from Plant Reserve	(510,226)	(566,726)	(56,500)
141203810	Transfer to Plant Reserve	43,803	61,803	18,000
151006500 (SVI0600)	Proceeds from sale of vehicle	0	(18,000)	(18,000)
			Net	0

CARRIED BY ABSOLUTE MAJORITY
7 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Councillor Fewster returned to the meeting and resumed the chair at 4:42 pm.

James Bayliss (Executive Manager Regulatory and Development Services) returned to the meeting at 4:42 pm.

Councillor Fewster and Mr Bayliss were advised of the Council's decisions.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Weeks

That the meeting be re-opened to the public.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

The meeting re-opened to the public at 4:42 pm. No members of the public returned to the gallery.

20 CLOSURE

There being no further business, the President declared the meeting closed at 4:44 pm.

The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 19 November 2024, commencing at 3:00pm.