



MINUTES

Ordinary Council Meeting

17 January 2023

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 17 January 2023.



**Councillor C W Fewster
PRESIDENT**

Date of Confirmation: 21 February 2023

DISCLAIMER

Members of the public are advised that Council agendas, recommendations, minutes and resolutions are subject to confirmation by Council and therefore, prior to relying on them, one should refer to the subsequent meeting of Council with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Gingin for any act, omission or statement or intimation occurring during Council meetings or during formal/informal conversations with staff.

The Shire of Gingin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

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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ORDINARY COUNCIL MEETING
17 JANUARY 2023**



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ORDER OF BUSINESS

1 DECLARATION OF OPENING

The Shire President declared the meeting open at 3:20 pm and welcomed all in attendance.

2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – C W Fewster (Shire President), A R Vis (Deputy Shire President), L Balcombe, F J Johnson, R Kestel, F J Peczka, J K Rule (via videolink) and E Sorensen.

Staff – R Kelly (A/Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), V Crispe (Executive Manager Operations and Assets), K Bacon (Coordinator Strategic Planning and Projects), J Bayliss (Coordinator Statutory Planning), N Jurmann (Statutory Planning Officer), L Burt (Coordinator Governance/Minute Officer) and G Koorasingh (HR Officer).

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

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

Nil

4 PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

Nil

5 PETITIONS

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Vis

That Council confirm the Minutes of the Ordinary Council Meeting held on 20 December 2022 as a true and accurate record.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

8 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Deputations

One deputation was heard by Council prior to the meeting commencement, the details of which are as follows:

Item 13.3 **Application for Development Approval - Oversized Outbuilding at Lot 331 (3) Hubbard Street, Lancelin**

Speaker/s: Mike Scott

The Deputation was in support of the Officer's Recommendation.

9 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

COUNCIL RESOLUTION

MOVED: Councillor Johnson **SECONDED:** Councillor Vis

That Item 13.3 be brought forward for consideration as the first item of business.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson,
Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

In accordance with Council's resolution, the following item was brought forward and considered as the first item of business:

- *Item 13.3 Application for Development Approval – Oversized Outbuilding at Lot 331 (3) Hubbard Street, Lancelin – see page 54.*

11 REPORTS - OFFICE OF THE CEO

Nil

12 REPORTS - CORPORATE AND COMMUNITY SERVICES

12.1 LIST OF PAID ACCOUNTS DECEMBER 2022

File	FIN/25
Author	Tania Ladner – Accounts Payable / Administration Support Officer
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

For Council to note the payments made in December 2022.

BACKGROUND

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

COMMENT

Accounts totalling \$2,813,236.65 were paid during the month of December 2022.

A detailed payment schedule has been provided to Councillors and can be made available to the public for viewing at the Shire's Gingin Administration Centre and Lancelin Office upon request. The schedule covers:

- | | |
|---|----------------|
| • Municipal Fund electronic funds transfers (EFT) | \$2,252,701.10 |
| • Municipal Fund cheques | \$1,034.53 |
| • Municipal Fund direct debits | \$559,501.02 |

Total Municipal Expenditure	\$2,813,236.65
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TOTAL EXPENDITURE	\$2,813,236.65
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All invoices have been verified, and all payments have been duly authorised in accordance with Council's procedures.

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

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 2022-2032

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 Johnson **SECONDED:** Councillor Vis

That Council note all payments made by the Chief Executive Officer under Delegation 1.1.13 for December 2022 totaling \$2,813,236.65 as detailed in the schedule provided to Councillors comprising:

- | | |
|---|----------------|
| • Municipal Fund electronic funds transfers (EFT) | \$2,252,701.10 |
| • Municipal Fund cheques | \$1,034.53 |
| • Municipal Fund direct debits | \$559,501.02 |

CARRIED UNANIMOUSLY
8 / 0

FOR: Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis

AGAINST: Nil

12.2 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2022

File	FIN/25
Author	Karina Leonhardt - Coordinator Corporate Services
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Monthly Financial Report for the Period Ending 31 December 2022 [12.2.1 - 24 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To present for Council endorsement the Monthly Financial Report for the period ending 31 December 2022.

BACKGROUND

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

COMMENT

The Monthly Financial Report for the period ending 31 December 2022 presents the financial performance of the Shire for the 2022/23 financial year and compares year-to-date expenditure and revenue against the corresponding year-to-date budget.

A break-up of the **\$(502,128)** variance in the Monthly Financial Report for the period ending 31 December 2022 is summarised across operations, investing and financing below, with a detailed explanation of variations within each area contained within the Appendix.

Under Budget

Operating Fund Surplus / Deficit	\$(546,731)
Operating Expenditure	\$806,915
Investing Activities – Revenue	\$(1,884,142)
Investing Activities – Expenditure	\$1,422,835
Financing Activities – Revenue	\$(444,000)
Financing Activities – Expenditure	\$8,376

Over Budget

Operating Revenue \$134,619

As Council is aware, administration have commenced the half yearly review of the 2022/23 Budget, which will provide further analysis of Council's financial performance against that budgeted.

Investments

As required by Council Policy 3.2 Investments, details of Council's investments are provided within Note 2.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 6 – Financial Management

Division 3 – Reporting on activities and finance

Section 6.4 – Financial Report

Local Government (Financial Management) Regulations 1996

Part 4 – Financial Reports

Reg 34 – Financial activity statement required each month

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

POLICY IMPLICATIONS

Policy 3.2 – Investments

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

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 Balcombe

SECONDED: Councillor Johnson

That Council endorse the Monthly Financial Report for the period ending 31 December 2022.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson,
Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

SHIRE OF GINGIN

**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 2022**

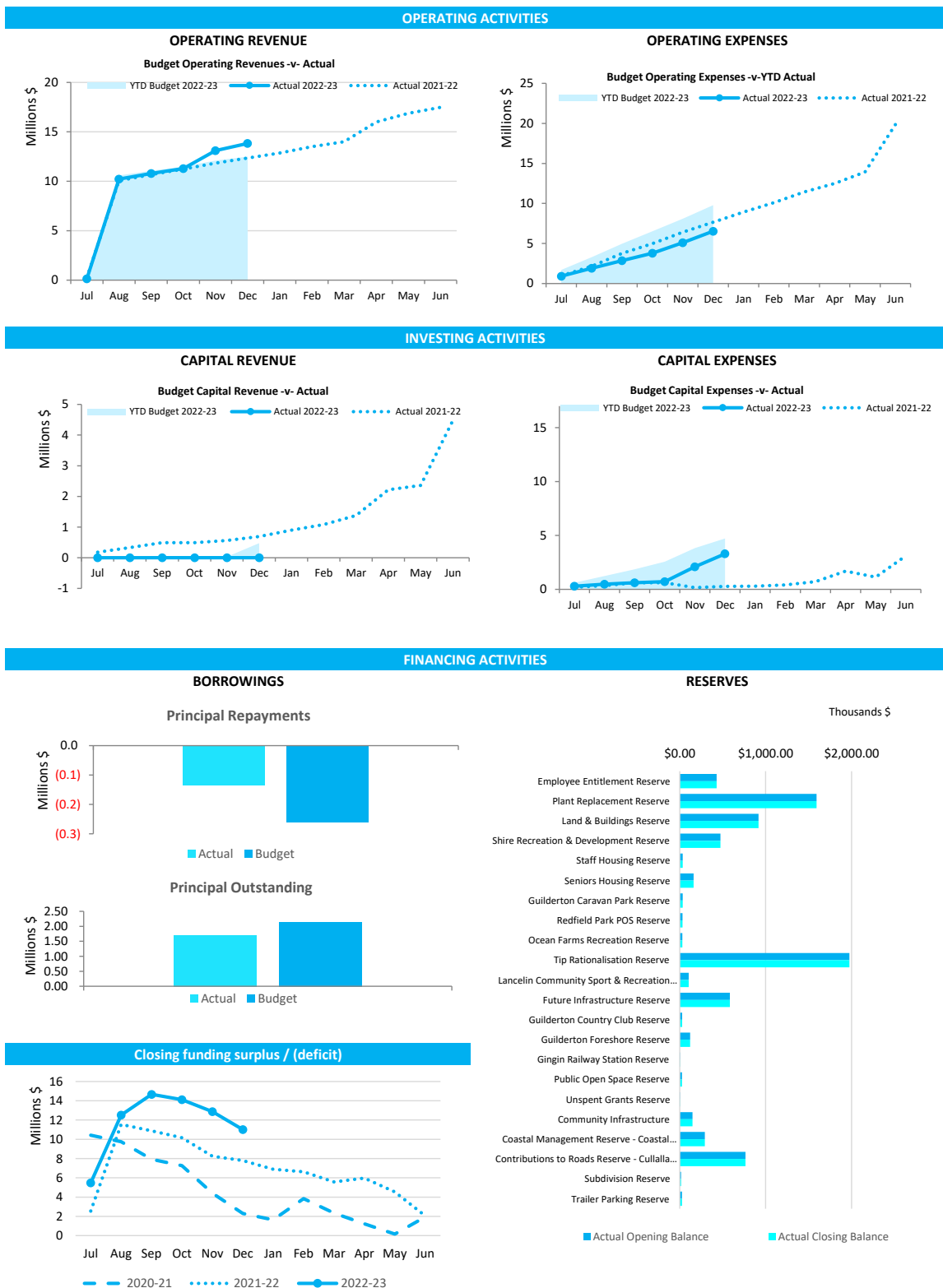
***LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022**

SUMMARY INFORMATION - GRAPHS



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

MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2022

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.64 M	\$2.64 M	\$2.09 M	(\$0.55 M)
Closing	\$0.00 M	\$6.46 M	\$5.96 M	(\$0.50 M)

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$15.70 M	% of total		\$1.16 M	% Outstanding		\$0.68 M	% Collected
Unrestricted Cash	\$7.90 M	50.3%	Trade Payables	\$0.45 M		Rates Receivable	\$2.31 M	76.5%
Restricted Cash	\$7.80 M	49.7%	0 to 30 Days		90.3%	Trade Receivable	\$0.68 M	% Outstanding
			Over 30 Days		9.6%	Over 30 Days		(37.6%)
			Over 90 Days		0.3%	Over 90 Days		-40.7%

Refer to Note 2 - Cash and Financial Assets

Refer to Note 5 - Payables

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities				Rates Revenue			Operating Grants and Contributions			Fees and Charges		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	\$9.42 M	% Variance	YTD Actual	\$0.83 M	% Variance	YTD Actual	\$2.19 M	% Variance
\$0.63 M	\$5.17 M	\$6.11 M	\$0.94 M	YTD Budget	\$9.42 M	0.1%	YTD Budget	\$0.92 M	(10.2%)	YTD Budget	\$2.02 M	8.2%

Refer to Statement of Financial Activity

Refer to Statement of Financial Activity

Refer to Note 12 - Operating Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities				Proceeds on sale			Asset Acquisition			Capital Grants		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	\$0.00 M	%	YTD Actual	\$3.30 M	% Spent	YTD Actual	\$1.20 M	% Received
(\$5.26 M)	(\$1.63 M)	(\$2.09 M)	(\$0.46 M)	Amended Budget	\$0.34 M	(100.0%)	Amended Budget	\$13.70 M	(76.0%)	Amended Budget	\$8.09 M	(85.2%)

Refer to Statement of Financial Activity

Refer to Note 6 - Disposal of Assets

Refer to Note 7 - Capital Acquisitions

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities				Borrowings			Reserves			Lease Liability		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Principal repayments	\$0.13 M		Reserves balance	\$7.80 M		Principal repayments	\$0.02 M	
\$1.99 M	\$0.28 M	(\$0.15 M)	(\$0.44 M)	Interest expense	\$0.03 M		Interest earned	\$0.00 M		Interest expense	\$0.00 M	
				Principal due	\$1.71 M					Principal due	\$0.06 M	

Refer to Statement of Financial Activity

Refer to Note 8 - Borrowings

Refer to Note 10 - Cash Reserves

Refer to Note 9 - Lease Liabilities

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 DECEMBER 2022**

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
Opening funding surplus / (deficit)	1(c)	\$ 2,640,221	\$ 2,640,221	\$ 2,093,490	\$ (546,731)	% (20.71%)	▼
Revenue from operating activities							
Rates		9,416,965	9,416,965	9,424,596	7,631	0.08%	
Rates (excluding general rate)		5,800	0	0	0	0.00%	
Operating grants, subsidies and contributions	12	1,332,638	922,309	828,499	(93,810)	(10.17%)	▼
Fees and charges		3,941,679	2,019,527	2,185,903	166,376	8.24%	
Interest earnings		113,775	12,334	43,249	30,915	250.65%	▲
Other revenue		237,509	123,420	146,927	23,507	19.05%	▲
		15,048,366	12,494,555	12,629,174	134,619	1.08%	
Expenditure from operating activities							
Employee costs		(6,254,772)	(3,126,486)	(2,759,962)	366,524	11.72%	▲
Materials and contracts		(6,781,869)	(3,462,893)	(2,904,441)	558,452	16.13%	▲
Utility charges		(474,691)	(227,556)	(208,642)	18,914	8.31%	
Depreciation on non-current assets		(4,922,951)	(2,461,476)	(16,348)	2,445,128	99.34%	▲
Interest expenses		(92,430)	(47,820)	(28,457)	19,363	40.49%	
Insurance expenses		(350,872)	(175,488)	(367,426)	(191,938)	(109.37%)	▼
Other expenditure		(460,465)	(284,736)	(249,136)	35,600	12.50%	▲
		(19,338,050)	(9,786,455)	(6,534,412)	3,252,043	(33.23%)	
Non-cash amounts excluded from operating activities	1(a)	4,922,951	2,461,476	16,348	(2,445,128)	(99.34%)	▼
Amount attributable to operating activities		633,267	5,169,576	6,111,110	941,534	18.21%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	8,088,343	3,053,780	1,199,638	(1,854,142)	(60.72%)	▼
Proceeds from disposal of assets	6	337,000	30,000	0	(30,000)	(100.00%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	8	2,278	1,133	1,133	0	0.00%	
Payments for financial assets at amortised cost - advances	8	10,974	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(13,702,464)	(4,717,979)	(3,295,144)	1,422,835	30.16%	▲
Amount attributable to investing activities		(5,263,869)	(1,633,066)	(2,094,373)	(461,307)	28.25%	
Financing Activities							
Proceeds from new debentures	8	550,000	0	0	0	0.00%	
Transfer from reserves	10	2,262,497	444,000	0	(444,000)	(100.00%)	▼
Payments for principal portion of lease liabilities	9	(32,001)	(16,002)	(16,362)	(360)	(2.25%)	
Repayment of debentures	8	(250,520)	(134,354)	(134,354)	0	0.00%	
Transfer to reserves	10	(539,595)	(8,736)	0	8,736	100.00%	
Amount attributable to financing activities		1,990,381	284,908	(150,716)	(435,624)	(152.90%)	
Closing funding surplus / (deficit)	1(c)	0	6,461,639	5,959,511	(502,128)	7.77%	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 16 for an explanation of the reasons for the variance.

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022**

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

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

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

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 December 2022

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Original Budgeted Closing Balance 30 June 2022	Actual Closing Balance 30 June 2022	YTD Actual 31/12/2022
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Movement in pensioner deferred rates (non-current)		(10,511)	0	0
Add: Loss on asset disposals	6	4,040	0	0
Add: Depreciation on assets		6,040,267	4,922,951	16,348
Total non-cash items excluded from operating activities		6,033,796	4,922,951	16,348

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Original Budgeted Closing Balance 30 June 2022	Actual Closing Balance 30 June 2022	YTD Actual 31 December 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(7,811,748)	(7,800,215)	(7,800,215)
Less: - Financial assets at amortised cost - self supporting loans	4	0	(4,207)	(3,074)
Add: Borrowings	8	250,521	250,521	116,168
Add: Lease liabilities	9	32,001	31,608	15,246
Total adjustments to net current assets		(7,529,226)	(7,522,293)	(7,671,875)

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

Current assets

Cash and cash equivalents	2	13,598,358	13,598,004	15,700,729
Rates receivables	3	376,190	399,663	2,309,985
Receivables	3	1,563,864	1,555,340	683,736
Other current assets	4	409,202	72,423	119,149

Less: Current liabilities

Payables	5	(3,392,338)	(3,386,707)	(1,160,817)
Borrowings	8	(250,521)	(250,521)	(116,168)
Contract liabilities	11	(1,098,968)	(1,410,754)	(2,959,925)
Lease liabilities	9	(32,001)	(31,608)	(15,246)
Provisions	11	(1,004,339)	(930,057)	(930,057)
Less: Total adjustments to net current assets	1(b)	(7,529,226)	(7,522,293)	(7,671,875)

Closing funding surplus / (deficit)

		2,640,221	2,093,490	5,959,511
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CURRENT AND NON-CURRENT CLASSIFICATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Municipal Bank Account	Cash and cash equivalents	898,414	0	898,414	Bendigo Bank	0.00%	At Call
Reserve Bank Account	Cash and cash equivalents	0	300,215	300,215	Bendigo Bank	0.00%	At Call
Cash on hand	Cash and cash equivalents	2,100	0	2,100	Petty Cash/Till float	N/A	At Call
Municipal Investment 4154482	Cash and cash equivalents	4,000,000	0	4,000,000	Bendigo Bank	3.30%	6/01/2023
Municipal Investment 4178989	Cash and cash equivalents	3,000,000	0	3,000,000	Bendigo Bank	3.20%	6/01/2023
Reserve Investment 4154481	Cash and cash equivalents	0	7,500,000	7,500,000	Bendigo Bank	3.30%	6/01/2023
Total		7,900,514	7,800,215	15,700,729			
Comprising							
Cash and cash equivalents		7,900,514	7,800,215	15,700,729			
		7,900,514	7,800,215	15,700,729			

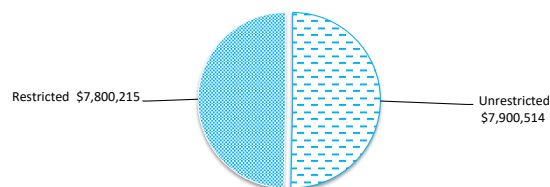
KEY INFORMATION

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

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

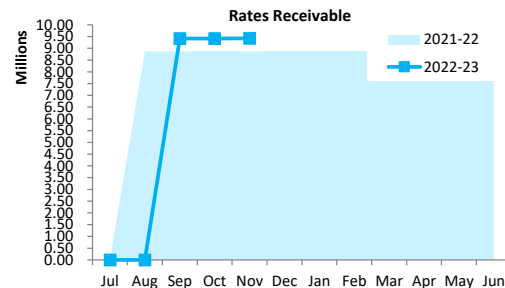
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2022	31 Dec 2022
	\$	\$
Opening arrears previous years	399,663	399,663
Levied this year	8,889,160	9,424,596
Less - collections to date	(8,889,160)	(7,514,274)
Gross rates collectable	399,663	2,309,985
Net rates collectable	399,663	2,309,985
% Collected	95.7%	76.5%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(16,327)	417,293	3,516	5,466	(118,663)	291,285
Percentage	(5.6%)	143.3%	1.2%	1.9%	-40.7%	
Balance per trial balance						
Sundry receivable						291,285
GST receivable						212,690
Allowance for impairment of receivables from contracts with customers						(9,024)
Legal costs - recovery of rates						84,169
Rubbish fees						104,616
Total receivables general outstanding						683,736

Amounts shown above include GST (where applicable)

KEY INFORMATION

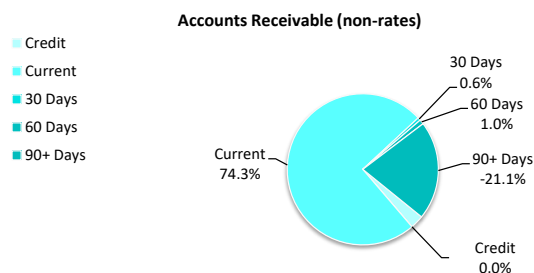
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 December 2022
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	2,278	0	(1,133)	1,145
Financial assets at amortised cost - loan advances	1,929	0	0	1,929
Inventory				
Fuel	34,026	66,481	0	100,507
History books	14,865	0	0	14,865
Other Assets				
Prepayments	19,325	0	(18,622)	703
Total other current assets	72,423	66,481	(19,755)	119,149
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

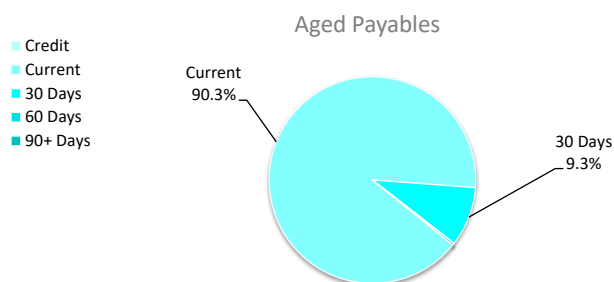
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	406,157	41,939	140	1,322	449,559
Percentage	0%	90.3%	9.3%	0%	0.3%	
Balance per trial balance						
Sundry creditors						449,559
ATO liabilities						2,071
Prepaid rates						88,473
Bonds & deposits						620,714
Total payables general outstanding						1,160,817
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

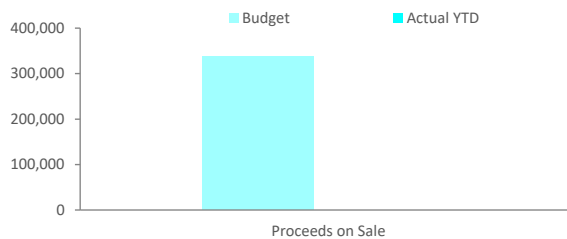


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Law, order, public safety								
	Sale of utility - GG073	15,000	15,000	0	0	0	0	0	0
	Sale of utility - GG070	15,000	15,000	0	0	0	0	0	0
	Sale of utility - GG074	15,000	15,000	0	0	0	0	0	0
	Sale of utility - GG09	10,000	10,000	0	0	0	0	0	0
	Health								
	Sale of vehicle - 3GG	15,000	15,000	0	0	0	0	0	0
	Sale of vehicle - GG098 (LA)	10,000	10,000	0	0	0	0	0	0
	Community amenities								
	Sale of vehicle - 4GG	18,000	18,000	0	0	0	0	0	0
	Sale of vehicle - 8GG	15,000	15,000	0	0	0	0	0	0
	Recreation and culture								
	Sale of utility - GG033	16,000	16,000	0	0	0	0	0	0
	Sale of utility - GG017	16,000	16,000	0	0	0	0	0	0
	Sale of mower - GG034	7,000	7,000	0	0	0	0	0	0
	Sale of mower - GG041	7,000	7,000	0	0	0	0	0	0
	Transport								
	Sale of loader - GG006	40,000	40,000	0	0	0	0	0	0
	Sale of trailer - GG6015	1,000	1,000	0	0	0	0	0	0
	Sale of utility - GG013	15,000	15,000	0	0	0	0	0	0
	Sale of utility - GG049	15,000	15,000	0	0	0	0	0	0
	Sale of utility - GG050	16,000	16,000	0	0	0	0	0	0
	Sale of utility - GG051	20,000	20,000	0	0	0	0	0	0
	Sale of slasher	5,000	5,000	0	0	0	0	0	0
	*Sale of tractor GG012	30,000	30,000	0	0	0	0	0	0
	Economic services								
	Sale of utility - GG044	16,000	16,000	0	0	0	0	0	0
	Sale of mower - GU c/park	5,000	5,000	0	0	0	0	0	0
	Other property and services								
	Sale of vehicle - 6GG	15,000	15,000	0	0	0	0	0	0
		337,000	337,000	0	0	0	0	0	0

* A result of a Council approved budget variation



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	FY Amended Budget	YTD Amended Budget		
	\$	\$	\$	\$
Buildings - non-specialised	742,400	132,510	6,435	(126,075)
Buildings - specialised	841,828	405,924	331,157	(74,767)
Plant and equipment	5,173,200	680,000	954,781	274,781
Infrastructure - roads	4,878,059	2,541,488	1,826,688	(714,800)
Infrastructure - footpaths	20,000	20,000	25,119	5,119
Infrastructure - parks & ovals	1,390,146	694,633	125,463	(569,170)
Infrastructure - other	526,831	113,424	25,500	(87,924)
Infrastructure - bridges	130,000	130,000	0	(130,000)
Payments for Capital Acquisitions	13,702,464	4,717,979	3,295,144	(1,422,835)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	8,088,343	3,053,780	1,199,638	(1,854,142)
Borrowings	550,000	0	0	0
Other (disposals & C/Fwd)	337,000	30,000	0	(30,000)
Cash backed reserves	1,818,497	2,262,497	444,000	(1,818,497)
Contribution - operations	2,908,624	(628,298)	1,651,506	2,279,804
Capital funding total	13,702,464	4,717,979	3,295,144	(1,422,835)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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

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

Initial recognition and measurement for assets held at cost

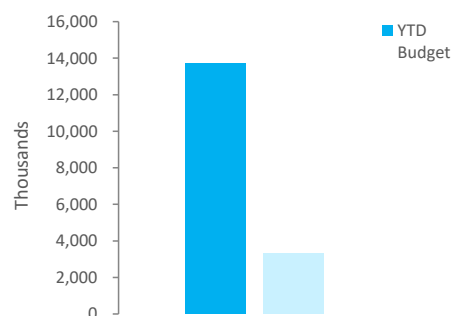
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

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

Payments for Capital Acquisitions

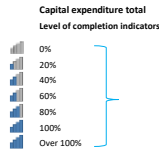


MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2022

INVESTING ACTIVITIES NOTE 7 CAPITAL ACQUISITIONS (CONTINUED)



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






































Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Amended		YTD Actual	Variance (Under)/Over
		FY Budget	YTD Budget		
		\$	\$	\$	\$
BC1100-141103120	Ablution Block - Granville Park - Building (Capita	4,750	2,376	0	(2,376)
BC1102-141103120	Ablution Block - Gabbadah Park - Building (Capital	20,000	10,002	0	(10,002)
BC1140-141101120	Sovereign House & Ablution Block - Building (Capit	40,000	20,004	12,450	(7,554)
BC1119-141103120	Jim Gordon V.C. Trail	10,618	5,310	0	(5,310)
BC11261-141102120	Ablution Block - Guilderton Foreshore - Building (9,759	4,978	3,480	(1,398)
BC11290-141102140	Ablution Block - Lancelin Back Beach - Building (C	10,000	4,998	0	(4,998)
BC11309-141103120	Old Road Board/Playgroup - Building (Capital)	5,000	2,502	2,500	(2)
BC11310-141103120	Gingin Pistol Club - Building (Capital)	15,125	7,560	10,588	3,028
BC11312-141103120	Gingin Bowling Club - Building (Capital)	60,000	30,000	8,195	(21,805)
BC11318-141103120	Lancelin Sports Complex - Building (Capital)	30,000	0	0	0
BC11319-141103120	Gingin Recreation Centre - Building (Capital)	106,684	53,346	2,410	(50,936)
BC11700-141107140	Old Granville Building - Building (Capital)	4,000	1,998	3,773	1,775
BC1180-141103120	Ablution Block - Ledge Point Key Biscayne Park - B	6,000	3,000	6,300	3,300
BC1181-141103120	Ablution Block - Ledge Point Oval - Building (Cap	10,000	4,998	0	(4,998)
BC1182-141007140	Ablution Block - Ledge Point De Burgh St - Buildin	60,000	30,000	0	(30,000)
BC12290-141201140	Lancelin/Ledge Point Depot - Building (Capital) -	20,000	10,002	0	(10,002)
BC1320-141302120	Information Bays - Building (Capital)	13,934	6,966	0	(6,966)
BC1321-141302120	Scenic Lookouts - Building (Capital)	20,000	10,002	0	(10,002)
BC13253-141302120	Redfield Park Entry Statement - Building (Capital)	15,000	7,500	9,769	2,269
BC14200-141402120	Gingin Administration Office - Building (Capital)	25,000	12,498	5,600	(6,898)
BC5100-140501120	Gingin Colocation Fire Facility - Building (Capita	320,398	160,398	251,993	91,595
BC5160-140501120	Guilderton Fire Shed - Building (Capital)	25,000	12,498	0	(12,498)
BC5180-140501120	Ledge Point Fire Shed - Building (Capital)	5,000	2,502	3,200	698
BC5500-140501120	Gingin Fire Shed - Building (Capital) - (Robinson	65,000	32,496	3,584	(28,912)
BC7700-140707140	Gingin Medical Centre - Building (Capital)	5,000	2,502	0	(2,502)
BC7740-140707140	Redfield Park First Aid Post - Building (Capital)	20,000	10,002	0	(10,002)
BC7791-140707120	Wangaree Community Centre - Building (Capital)	22,500	11,250	1,250	(10,000)
BC8290-140802120	Vins Way Lancelin Bus Shelter - Building (Capital)	6,670	3,336	9,840	6,504
BC9490-140904140	Seniors Units - Lancelin - Building (Capital)	146,000	73,008	2,663	(70,345)
CH90201-140902140	Gingin - Eco Lifestyle Purchase of Property	477,400	0	0	0
P005-140507300	4WD Utility Dual Cab CESM	45,000	0	0	0
P006-141203300	Case Loader GG006 – Plant Capital	230,000	0	0	0
P013-141203300	Isuzu Utility 4WD Space Cab - GG Maint Supervisor	41,000	0	0	0
P017-141203300	Isuzu Utility 4WD Space Cab (tipper) - Guilderton	46,000	0	0	0
P018-141203300	Sign Trailer - Capital Project	0	0	7,136	7,136
P02-140501300	Beermullah Hino Tanker GG02 - Plant Capital	400,000	0	0	0
P033-141203300	Isuzu Utility 4WD Space Cab (tipper) - LA Gardene	46,000	0	0	0
P034-141203300	Mower (Kubota) Lancelin - Capital Project	40,000	0	0	0
P04-140501300	Ocean Farm Hino Tanker GG04 - Plant Capital	400,000	0	0	0
P041-141203300	Mower (Kubota) Gingin - Capital Project	40,000	0	0	0
P049-141203300	Isuzu Utility 4WD Dual Cab - Construction/Maint Ut	41,000	0	0	0
P050-141203300	Isuzu Utility 4WD Dual Cab - Construction Ute GG05	45,000	0	0	0
P051-140501300	Ocean Farm Light Tanker GG051 - Plant Capital	170,000	170,000	236,938	66,938
P057-140501300	Seabird Light Tanker GG057 - Plant Capital	340,000	170,000	236,841	66,841
P06-140501300	Light Tanker GG06 - Plant Capital	170,000	0	0	0
P069-140501300	Red Gully Light Tanker GG069 - Plant Capital	170,000	170,000	236,921	66,921
P070-140503300	Isuzu Utility 4WD Space Cab - Ranger 3 GG070	41,000	0	0	0
P073-140503300	Isuzu Utility 4WD Space Cab - Ranger 1 GG073	80,000	0	0	0
P074-140503300	Isuzu Utility 4WD Space Cab - Ranger 2 GG074	41,000	0	0	0
P075-140501300	Guilderton Light Tanker GG075 - Plant Capital	170,000	170,000	236,946	66,946
P090-140501300	FIRE - Plant & Equipment (Capital) MUN	400,000	0	0	0
P3-140704300	HEALTH - Plant & Equipment (Capital) MUN	38,000	0	0	0
P4-140704300	HEALTH - Plant & Equipment (Capital) MUN	43,000	0	0	0
P6-141402300	ADMIN - Plant and Equipment (Capital) MUN	38,000	0	0	0
P8-141006300	Utility Isuzu 4WD Dual Cab MSP 8GG - Capital Proje	38,000	0	0	0
PNEW1-141203300	3.5 Tonne Excavator	120,000	0	0	0
PNEW2-141203300	Bob Cat	120,000	0	0	0
-140401120	MEMBERS - Building - Specialised (Capital) MUN	5,000	2,502	0	(2,502)
-140501300	FIRE - Plant & Equipment (Capital) MUN	1,235,000	0	0	0
-140707300	OTH HEALTH - Plant & Equipment (Capital) MUN	20,000	0	0	0
-141203300	PLANT - Plant & Equipment (Capital) MUN	565,200	0	0	0
BR836-141201670	Lennards Bridge - Bridge (Capital)	130,000	130,000	0	(130,000)
CC10070-141007700	Cemetery Capital - Ground Penetration Radar	87,910	43,950	0	(43,950)
DC000-141201650	Drainage Construction	33,000	(52,000)	2,597	54,597
DC278-141201650	Lancelin Plaza - Drainage Capital	20,000	0	21,158	21,158
DC281-141201660	Laura Road - Drainage Capital	45,000	45,000	0	(45,000)
DC294-141201660	Maria Road - Drainage Capital	50,000	50,000	0	(50,000)
FC098-141201700	Brockman Street - Gingin - Footpath Capital	0	0	2,730	2,730
FC11261-141201700	Guilderton Beach Access Boardwalk	20,000	20,000	0	(20,000)
FC117-141201700	Cheriton Road - Footpath Capital	0	0	3,219	3,219
FC321-141201700	Mullins Street - Guilderton - Footpath Capital	0	0	9,798	9,798
FC322-141201700	Mullins Way - Lancelin - Footpath Capital	0	0	9,372	9,372
LRCI0001-141201610	LRCI - Lancelin CBD Solar Lighting Upgrade	50,000	25,002	11,000	(14,002)
LRCI0002-140503900	LRCI - CCTV Guilderton Foreshore	80,000	40,002	0	(40,002)
LRCI0003-141103700	LRCI - Upgrade Power Supply Lancelin Sporting Comp	200,000	100,002	19,237	(80,765)
LRCI013-141201610	LRCI - Bootline Road	127,354	63,678	0	(63,678)
LRCI114-141201610	LRCI - Hopkins Street, LA (Capital)	114,000	57,000	56,233	(767)
LRCI128-141201610	LRCI - Gordon Street, GU (Capital)	25,000	12,498	0	(12,498)
LRCI130-141201610	LRCI - Anderson Street, GU (Capital)	25,000	12,498	0	(12,498)
LRCI135-141201610	LRCI - Fraser Street (Capital)	25,000	12,498	0	(12,498)
LRCI136-141201610	LRCI - Murray Street, GU (Capital)	43,000	21,498	0	(21,498)
LRCI150-141201610	LRCI - De Burgh Street, LP (Capital)	79,000	39,498	64,066	24,568
LRCI161-141201610	LRCI - Dewar Way, LP (Capital)	44,000	22,002	40,000	17,998
LRCI170-141201610	LRCI - Wardrop Street, GU (Capital)	25,000	12,498	0	(12,498)
LRCI174-141201610	LRCI - McCormick Street, SB (Capital)	44,000	22,002	0	(22,002)

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APPENDIX 12.2.1

INVESTING ACTIVITIES NOTE 7 CAPITAL ACQUISITIONS (CONTINUED)

	Account Description	FY Budget	YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
	LRCI182-141201610	LRCI - Douglas Street, SB (Capital)	32,000	16,002	0	(16,002)
	LRCI202-141201610	LRCI - Gee Street, GU (Capital)	31,000	15,498	0	(15,498)
	LRCI238-141201610	LRCI - Collett Street, GU (Capital)	31,000	15,498	0	(15,498)
	LRCI249-141201610	LRCI - Kendall Road, LA (Capital)	114,000	57,000	78,590	21,590
	LRCI301-141201610	LRCI - Rodrigues Crescent, LP (Capital)	82,000	40,998	74,545	33,547
	LRCI315-141201610	LRCI - Lawrence Place, LP (Capital)	22,224	11,112	20,204	9,092
	LRCI319-141201610	LRCI - Harolds Way, SB (Capital)	48,000	24,000	0	(24,000)
	OCI0570-141005900	Seabird Erosion Solution	10,200	5,100	0	(5,100)
	OCI0571-141005900	Seabird Erosion Project - Repairs to seawall & boa	5,000	2,502	0	(2,502)
	OCI1200-141102900	Gingin Swimming Pool Infrastructure (Capital) MUN	43,500	21,750	25,500	3,750
	OCI1264-141102900	Guilderton Foreshore - boardwalk replace timbers	63,131	31,572	0	(31,572)
	OCI1265-141302900	Guilderton Caravan Park - Replace Camping Power Po	10,000	4,998	0	(4,998)
	OCI1293-141102700	Lancelin Foreshore Development - Cunliffe St	588,593	262,864	0	(262,864)
	OCR791-140804900	Horan St - Lions Mens Shed Carpark	15,000	7,500	0	(7,500)
	PCI1101-141103700	Gingin Outdoor Activity Space (Regional Playground	63,180	31,596	27,800	(3,796)
	PCI1100141103700	Granville Park Dam Barrier	50,000	25,002	0	(25,002)
	PCI1131411103700	Gingin Regional Hardcourt Facility - Repair cracks	11,492	5,748	0	(5,748)
	PCI11380141103700	Ledge Point Recreation Ground - Replace & Upgrade	50,000	25,002	0	(25,002)
	PCI1139141103700	Lancelin Sporting Complex - second netball/basketb	270,000	135,000	0	(135,000)
	PCI170141103700	Seabird Douglas Park	7,000	3,498	0	(3,498)
	PCI189141103700	Ledge Point Off-Road Vehicle Area - Capital works	61,971	61,971	78,276	16,305
	PCI191141103700	Lancelin Wangaree Park	0	0	150	150
	R2R002141201450	Gingin Brook Road (R2R)	116,000	58,002	0	(58,002)
	R2R004141201460	Beermullah Road West (R2R)	596,373	298,188	242,744	(55,444)
	R2R145141201440	Moore River Drive (R2R)	145,000	72,498	0	(72,498)
	R2R254141201450	Todman Road (R2R)	15,000	7,500	0	(7,500)
	R2R286141201450	Hoy Road (R2R)	266,920	266,920	270,000	3,080
	RC002141201410	Gingin Brook Road (Capital)	67,847	33,924	597	(33,327)
	RC008141201410	Kw Road (Capital)	0	0	4,808	4,808
	RC012141201420	Wannamal Road West (Capital)	541,432	270,708	575,246	304,538
	RC215141201400	Wield Street (Capital)	0	0	4,519	4,519
	RC286141201420	Hoy Road (Capital)	0	0	4,362	4,362
	RRG001141201490	Mooliabeenee Road (RRG)	983,073	491,544	19,730	(471,814)
	RRG003141201490	Cowalla Road (RRG)	28,473	14,238	92,940	78,702
	SC10300141003900	Guilderton Caravan Park - Replace Waste Water - de	300,000	0	0	0
	WSFN008141201620	KW ROAD - WSFN Funding	461,312	230,658	183,450	(47,208)
	WSFN009141201620	KW Road WSFN - Intersection KW & Sappers Rd	547,051	273,528	59,898	(213,630)
			13,702,464	4,717,979	3,295,144	(1,422,835)

MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2022

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Health										
Gingin Medical Centre	100	69,891	0	0	(16,630)	(33,809)	53,261	36,082	(364)	(4,009)
Community amenities										
Tip Rationalisation Site	111	396,226	0	0	(10,523)	(21,386)	385,704	374,840	(3,197)	(25,374)
Seabird Sea Wall	127	102,876	0	0	(10,869)	(21,874)	92,007	81,002	(185)	(2,446)
Lancelin Caravan Park Assets	128	21,146	0	0	(21,146)	(21,146)	0	0	(68)	(266)
Recreation and culture										
Guilderton Country Club Hall Extension	114	296,110	0	0	(20,198)	(41,117)	275,912	254,993	(8,158)	(20,421)
Regional Hardcourt Facility	120	218,299	0	0	(12,485)	(25,386)	205,814	192,913	(6,813)	(14,165)
Regional Hardcourt Facility	124A	211,538	0	0	(11,292)	(22,817)	200,246	188,721	(3,724)	(8,503)
Gingin Swimming Pool Tiling	126	65,584	0	0	(7,763)	(15,647)	57,821	49,937	(185)	(1,913)
Gingin Outdoor Activity Space	132	160,414	0	0	(8,382)	(16,824)	152,032	143,590	(1,067)	(2,237)
Lancelin Cunliffe Street Carpark	New	0	0	250,000	0	0	0	250,000	0	0
Economic services										
Guilderton Caravan Park Waste Water	New	0	0	300,000	0	0	0	300,000	0	0
Other property and services										
Altus Financials Suite	131	148,587	0	0	(4,645)	(9,334)	143,942	139,253	(1,338)	(2,835)
Lot 44 Weld Street, Gingin	123	135,491	0	0	(9,290)	(18,902)	126,201	116,589	(2,757)	(9,107)
		1,826,162	0	550,000	(133,221)	(248,242)	1,692,941	2,127,920	(27,856)	(91,276)
Self supporting loans										
Recreation and culture										
Ledge Point Country Club Cool Room	130	17,023	0	0	(1,133)	(2,278)	15,890	14,745	(144)	(355)
Ledge Point Country Club Security System - Advance	015	0	0	0	0	(1,929)	0	0	0	0
Guilderton Bowling Club Synthetic Greens - Advance	016	0	0	0	0	(9,045)	0	0	0	0
		17,023	0	0	(1,133)	(13,252)	15,890	14,745	(144)	(355)
Total		1,843,185	0	550,000	(134,354)	(261,494)	1,708,831	2,142,665	(28,000)	(91,631)
Current borrowings		261,494					116,168			
Non-current borrowings		1,581,691					1,592,663			
		1,843,185					1,708,831			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2022-23

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Guilderton Caravan Park Waste Water	0	300,000						0	300,000	0
Lancelin Cunliffe Street Carpark	0	250,000						0	250,000	0
	0	550,000				0		0	550,000	0

The Shire has no unspent debenture funds as at 30th June 2021, nor is it expected to have unspent funds as at 30th June 2022.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

FINANCING ACTIVITIES

NOTE 9

LEASE LIABILITIES

Movement in carrying amounts

Information on leases		1 July 2022	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Other property and services										
Lancelin administration office	1	7,041	0	0	(3,860)	(7,041)	3,181	0	(40)	(50)
Postal franking machine	2	0	0	0	0	0	0	0	0	(50)
Photocopier - Ineo 958	3	10,181	0	0	(3,863)	(7,622)	6,318	2,559	(48)	(73)
IT Server	4	60,175	0	0	(8,638)	(17,338)	51,537	42,837	(369)	(676)
Total		77,397	0	0	(16,362)	(32,001)	61,035	45,396	(457)	(849)
Current lease liabilities		31,608					15,246			
Non-current lease liabilities		45,789					45,789			
		77,397					61,035			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

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APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2022

OPERATING ACTIVITIES

NOTE 10 RESERVE ACCOUNTS

Reserve accounts

Reserve name	Actual Opening Balance	Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
LSL, Annual, Sick Leave and Staff Contingency	429,670	2,912	0	0	0	0	0	432,582	429,670
Office Equipment Reserve	0	69	0	0	0	0	0	69	0
Plant and Equipment Reserve	1,593,152	8,985	0	0	0	(1,056,200)	0	545,937	1,593,152
Land and Buildings Reserve	916,406	4,976	0	0	0	(590,097)	0	331,285	916,406
Guilderton Caravan Park Reserve	34,018	246	0	0	0	0	0	34,264	34,018
Shire Recreation Development Reserve	469,779	518	0	0	0	0	0	470,297	469,779
Redfield Park Reserve	31,469	217	0	0	0	0	0	31,686	31,469
Ocean Farm Recreation Reserve	31,161	215	0	0	0	0	0	31,376	31,161
Tip Rationalisation Reserve	1,973,830	7,621	0	20,439	0	(55,000)	0	1,946,890	1,973,830
Lancelin Community Sport and Recreation Reserve	103,512	425	0	0	0	0	0	103,937	103,512
Community Infrastructure Reserve	36,530	0	0	12,000	0	0	0	48,530	36,530
Staff Housing	33,559	0	0	0	0	0	0	33,559	33,559
Future Infrastructure Reserve	584,306	0	0	0	0	0	0	584,306	584,306
Guilderton Country Club Reserve	27,237	0	0	0	0	0	0	27,237	27,237
Coastal Management Reserve - Coastal Inundation	292,391	0	0	0	0	(40,200)	0	252,191	292,391
Guilderton Foreshore Reserve	121,075	0	0	69,520	0	0	0	190,595	121,075
Unspent Grants Reserve - Youth Services Website Grant	5,014	0	0	0	0	0	0	5,014	5,014
Seniors Housing Reserve	162,145	0	0	80,957	0	(146,000)	0	97,102	162,145
Gingin Railway Station Reserve	5,747	0	0	0	0	0	0	5,747	5,747
Contributions to Roads Reserve - Cullalla Road Intersection	45,128	0	0	0	0	0	0	45,128	45,128
Contribution to Roads Reserve - Cowalla Road Intersection	16,046	0	0	0	0	0	0	16,046	16,046
Contribution to Roads Reserve - Chitna Road	3,009	0	0	0	0	0	0	3,009	3,009
Contribution to Roads Reserve - Balance of Muni Funds	700,377	0	0	300,000	0	(375,000)	0	625,377	700,377
Community Infrastructure Reserve - Lower Coastal Fire Control	25,266	15	0	0	0	0	0	25,281	25,266
Community Infrastructure Reserve - Gingin Logo Plates	8,030	0	0	0	0	0	0	8,030	8,030
Community Infrastructure Reserve - Gingin Ambulance	48,120	0	0	6,000	0	0	0	54,120	48,120
Community Infrastructure - Lancelin Ambulance	30,937	0	0	18,000	0	0	0	48,937	30,937
Subdivision Reserve - Mallee Lane Subdivision Contribution towards DUP Cheriton Rd to Brockman St	14,672	0	0	0	0	0	0	14,672	14,672
Public Open Space Reserve	26,050	0	0	0	0	0	0	26,050	26,050
Guilderton Trailer Parking Reserve	26,745	0	0	6,480	0	0	0	33,225	26,745
Gingin Outdoor Activity Space	4,834	0	0	0	0	0	0	4,834	4,834
	7,800,215	26,199	0	513,396	0	(2,262,497)	0	6,077,313	7,800,215

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 December 2022
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		1,410,754	0	2,625,304	(1,076,133)	2,959,925
Total other liabilities		1,410,754	0	2,625,304	(1,076,133)	2,959,925
Employee Related Provisions						
Annual leave		539,939	0	0	0	539,939
Long service leave		269,574	0	0	0	269,574
Total Employee Related Provisions		809,513	0	0	0	809,513
Other Provisions						
Provision for sick leave		120,544	0	0	0	120,544
Total Other Provisions		120,544	0	0	0	120,544
Total other current assets		2,340,811	0	2,625,304	(1,076,133)	3,889,982
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

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

Employee Related Provisions

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2022

NOTE 12 OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Annual Budget Revenue	YTD Amended Budget	YTD Revenue Actual
	1 July 2022		(As revenue)	31 Dec 2022	31 Dec 2022	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Financial Assistance Grant - General Purpose	0	0	0	0	0	193,362	193,362	172,918
Financial Assistance Grant - Roads	0	0	0	0	0	103,078	103,078	92,426
Financial Assistance Grant - Bridges	0	175,031	0	175,031	175,031	0	0	0
Law, order, public safety								
Ledge Point Off-road Vehicle Area	46,971	0	(46,971)	0	0	46,971	46,971	46,971
DFES Operating Grant	0	0	0	0	0	251,308	125,652	125,654
Education and welfare								
Volunteering WA - Promotion of WA Marketing Grant	0	0	0	0	0	0	0	5,000
Community amenities								
Coastal Hazard Risk Management Plan Grant	50,000	0	(38,369)	11,631	11,631	47,587	23,796	38,369
CAP Grant Funding	0	0	0	0	0	109,900	54,948	0
Recreation and culture								
Library - Technology & Digital Grant	0	0	0	0	0	500	252	0
Transport								
Direct Road Grant MRWA	0	0	0	0	0	248,580	248,580	248,580
Contribution to Road Maintenance	0	0	0	0	0	0	0	62,500
	96,971	175,031	(85,340)	186,662	186,662	1,001,286	796,639	792,418
Operating contributions								
General purpose funding								
Recovery of legal costs - rates	0	0	0	0	0	80,000	0	0
Law, order, public safety								
CESM Grant - DFES	0	0	0	0	0	61,285	30,642	25,809
BRMO Grant - DFES	23,734	122,467	0	146,201	146,201	122,467	61,236	0
MAF Mitigation - DFES	0	171,203		171,203	171,203	0	0	0
Health								
Sale of logo plates	0	0	0	0	0	0	0	136
Community amenities								
Claymont Estate - Planning contributions	0	0	0	0	0	14,400	7,200	(727)
Drum Muster	0	0	0	0	0	2,000	1,002	0
Waste and Rubbish Charges	0	1,477,600	(738,800)	738,800	738,800	0	0	0
Recreation and culture								
Naming Sponsorship - Gingin Aquatic Centre - Image	0	0	0	0	0	10,000	4,998	0
Contribution income for suite of events	0	0	0	0	0	12,000	6,000	10,864
Contributions - Library Services	0	0	0	0	0	100	48	0
Economic services								
Guilderton Caravan Park Deposit Liability	293,467	0	0	293,467	293,467	0	0	0
Other property and services								
Adminstration contributions	0	0	0	0	0	29,000	14,496	0
Workers compensation contribution provision	0	0	0	0	0	100	48	0
	317,201	1,771,270	(738,800)	1,349,671	1,349,671	331,352	125,670	36,081
TOTALS	414,172	1,946,301	(824,140)	1,536,333	1,536,333	1,332,638	922,309	828,499

MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

NOTE 13
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue					
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Dec 2022	Current Liability 31 Dec 2022	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies											
Law, order, public safety											
DFES - Capital Grant - Buildings	320,789	0	(251,993)	68,796	68,796	320,788	284,534	320,788	0	320,788	251,993
DFES - Capital Grant - Vehicles	0	0	0	0	0	3,455,000	680,000	3,455,000	0	3,455,000	947,645
LRCI - Unspent funds - CCTV	0	40,000	0	40,000	40,000	0	0	0	0	0	0
Community amenities											
CMPAP - Coastal Management Strategy	0	0	0	0	0	100,000	50,000	100,000	0	100,000	0
Coastal Hazard Risk Management Plan	0	0	0	0	0	26,450	13,226	26,450	0	26,450	0
Recreation and culture											
LRCI - Unspent funds	18,581	125,000	0	143,581	143,581	389,759	49,392	1,263,005	(582,112)	680,893	0
Cunliffe Street Redevelopment	0	0	0	0	0	250,000	125,000	250,000	0	250,000	0
CSRFF - Lancelin Sports Complex Multi-court	0	0	0	0	0	90,000	45,000	90,000	0	90,000	0
Transport											
LRCI - Unspent Funds Roads	373,332	417,112	0	790,444	790,444	873,246	582,112	0	582,112	582,112	0
Roads to Recovery	283,880	96,892	0	380,772	380,772	1,078,130	472,032	1,078,130	0	1,078,130	0
Regional Road Group (Cowalla & Moolabeenee Rd)	0	0	0	0	0	504,742	252,372	504,742	0	504,742	0
Wheatbelt Secondary Freight Network (KW Rd)	0	0	0	0	0	1,000,228	500,112	1,000,228	0	1,000,228	0
	996,582	679,004	(251,993)	1,423,593	1,423,593	8,088,343	3,053,780	8,088,343	0	8,088,343	1,199,638

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**NOTE 14
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance	Amount Received	Amount Paid	Closing Balance
	1 July 2022			31 Dec 2022
	\$	\$	\$	\$
Public Open Space	11,326	0	0	11,326
	11,326	0	0	11,326

MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2022

NOTE 15 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL/Project Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
120401040	Management approval to transfer \$3,100 from Council Member Ess. to 120402840 (AUD002) for 2022 Compliance Audit Return	Management Approval	Operating Expenses	0	(3,100)	0	(3,100)
151201810	Transfer from Road Reserve, Reserve 31 - Repair of Floodway Crossings on Maria and Laura Roads, Wanerie	OCM 18/10/22 - 14.1	Capital Revenue	0	(95,000)	0	(98,100)
151201810	Transfer from Road Reserve, Reserve 31 - Cunliffe Street Development	OCM 18/10/22 - 18.1	Capital Revenue	0	(100,000)	0	(198,100)
OC11293	Cunliffe Street Redevelopment	OCM 18/10/22 - 18.1	Capital Expenses	0	0	100,000	(98,100)
DC281	Repair of Floodway Crossings on Maria and Laura Roads, Wanerie	OCM 18/10/22 - 14.1	Capital Expenses	0	0	45,000	(53,100)
PNEW2	Purchase of New 5.5T Excavator (amended from 3.5T Excavator)	OCM 15/11/22 - 15.1	Capital Expenses	0	0	69,000	15,900
PNEW1	Purchase of New Compact Track Loader (Skid Steer) plus additional implements	OCM 15/11/22 - 15.1	Capital Expenses	0	0	30,000	45,900
151203500	Proceeds from sale of John Deere Tractor GG012	OCM 15/11/22 - 15.1	Capital Revenue	0	(30,000)	0	15,900
151203810	Transfer from Plant Reserve for purchase of new track loader & skid steer	OCM 15/11/22 - 15.1	Capital Revenue	0	(69,000)	0	(53,100)
GI12110	LRCI Phase 3 - Road works transferred from Rec & Culutre	N/A	Non Cash Item	(291,056)	0	0	(344,156)
GI12110	LRCI Phase 3 - Road works transferred from Rec & Culutre	N/A	Non Cash Item	(291,056)	0	0	(635,212)
GI12110	LRCI Phase 3 - Road works transferred from Rec & Culutre	N/A	Non Cash Item	(291,134)	0	0	(926,346)
GI11300	LRCI Phase 3 - Road works transferred to Transport	N/A	Non Cash Item	291,134	0	0	(635,212)
GI11300	LRCI Phase 3 - Road works transferred to Transport	N/A	Non Cash Item	291,056	0	0	(344,156)
GI11300	LRCI Phase 3 - Road works transferred to Transport	N/A	Non Cash Item	291,056	0	0	(53,100)
DC294	Repair of Floodway Crossings on Maria and Laura Roads, Wanerie	OCM 18/10/22 - 14.1	Capital Expenses	0	0	50,000	(3,100)
AUD002	Compliance Audit Return - Management approval to transfer \$3,100 from Council Member Ess. to 120402840 (AUD002)	Management Approval	Operating Expenses	0	0	3,100	0
151201810	Transfer from Road Reserve, Reserve 31 - Lennards Bridge Repairs	OCM 20/12/22 - 14.1	Capital Revenue	0	(130,000)	0	(130,000)
151201810	Transfer from Road Reserve, Reserve 31 - Pruning of Trees along Dewar Rd	OCM 20/12/22 - 14.2	Capital Revenue		(50,000)	0	(180,000)
BR836	Lennards Bridge Repairs	OCM 20/12/22 - 14.1	Capital Expenses	0	0	130000	(50,000)
RM212	Pruning Trees along Dewar Road	OCM 20/12/22 - 14.2	Operating Expenses	0	0	50000	0
DC000	Decrease Drainage Capital	OCM 20/12/22 - 14.2	Capital Expenses	0	(82,000)	0	(82,000)
RV14200	Increase for Road Assets Revaluation	OCM 20/12/22 - 14.2	Operating Expenses	0	0	82000	0
				0	(559,100)	559,100	0

MINUTES ORDINARY COUNCIL MEETING 17 JANUARY 2023

APPENDIX 12.2.1

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							NOTE 16	
FOR THE PERIOD ENDED 31 DECEMBER 2022					EXPLANATION OF MATERIAL VARIANCES			
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.								
The material variance adopted by Council for the 2022-23 year is \$20,000 or 10.00% whichever is the greater.								
				Explanation of positive cash variances		Explanation of negative cash variances		
Nature or type	Var. \$	Var. %		Timing	Permanent	Timing	Permanent	
	\$	%						
Opening funding surplus / (deficit)	(546,731)	(20.71%) ▼					Movement in employee provisions, contract liability late accounts payable invoices, reserve transfers and 21/22 asset batches including depreciation that was unable to be completed until the audit was signed off.	
Revenue from operating activities								
Operating grants, subsidies and contributions	(93,810)	(10.17%) ▼				CESM & BRPC DFES funding allocation,CAP Grant funding		
Interest earnings	30,915	250.65% ▲	Penalty and instalment interest on rates	Increase in interest rates has enabled funds to be reinvested meaning greater interest earnings than what was budgeted based on prior year				
Other revenue	23,507	19.05% ▲	Licensing commission	Workers compensation reimbursements, Youth Website Project grant funds returned				
Expenditure from operating activities								
Employee costs	366,524	11.72% ▲		Vacant positions remain				
Materials and contracts	558,452	16.13% ▲	Reduction in materials due to timing of works e.g. holiday periods etc.	Overheads and plant operation costs reduced due to payroll vacancies				
Depreciation on non-current assets	2,445,128	99.34% ▲	Unable to process depreciation batches until audit has been signed off					
Insurance expenses	(191,938)	(109.37%) ▼					Public liability and workers compensation insurance	
Other expenditure	35,600	12.50% ▲	Rates valuations, members travel & accommodation, FER charges, advertising & subscriptions					
Non-cash amounts excluded from operating activities	(2,445,128)	(99.34%) ▼	Unable to process depreciation batches until audit has been signed off in case the auditor requests a depreciation rate change for prior year.					
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	(1,854,142)	(60.72%) ▼				Timing of works and aquittals		
Proceeds from disposal of assets	(30,000)	(100.00%) ▼				Timing of asset disposals		
Payments for property, plant and equipment and infrastructure	1,422,835	30.16% ▲	Timing of capital works program					
Financing activities								
Transfer from reserves	(444,000)	(100.00%) ▼				End of Year process		

13 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

13.1 COUNCIL POLICY - SOUTH WEST NATIVE TITLE SETTLEMENT

File	CPT/2
Author	Kylie Bacon - Coordinator Strategic Planning & Projects
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	18 October 2022 - Item 13.3
Appendices	1. FINAL Policy 6 3 South West Native Title Settlement Land Based Consultation [13.1.1 - 2 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

For Council to consider the adoption of Policy 6.3 South West Native Title Settlement Land Based Consultation.

BACKGROUND

At its Ordinary Council Meeting (OCM) on 18 October 2022 , Council resolved to direct Administration to draft a policy for consideration outlining Council's position not to support future Southwest Native Title Settlement (the Settlement) land-based consultation matters unless further evidence is provided and a longer consultation period e given. More detail of the specifics is addressed below.

At its Briefing Session on 20 December 2022 , Council was presented with a draft policy for discussion. Arising out of that forum and following completion of the 21 day review period, no further comments have been received from Elected Members for consideration.

The Noongar Land Estate (NLE) is a key benefit under the Settlement and will be comprised of up to 300,000 hectares of land handed over as reserve, and up to 20,000 hectares of land transferred in freehold. The first transfers of land to create the NLE were executed by all parties on 14 July 2021. The Department of Planning, Lands and Heritage (DPLH) is the agency responsible for the delivery of the NLE on behalf of the Minister for Lands. The NLE is intended to provide significant opportunities for the Noongar people to achieve sustainable economic, social and cultural outcomes. The land to be transferred to the NLE is primarily drawn from unallocated Crown land (UCL), unmanaged reserves (UMR) and Aboriginal Lands Trust (ALT) properties within the Settlement area and will be determined through the Indigenous Land Use Agreements (ILUA) prescribed land identification, assessment and eventual transfer processes managed by DPLH over the five year ILUA implementation period. This work is undertaken consultatively with the Trustee, SWALSC and a broad range of key stakeholders.

A key component of this process is the Assessment Phase, at which point DPLH consults with stakeholders, including local government. Consultation with local government in this manner is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the *Land Administration Act 1997* (LAA).

To date the Shire of Gingin has received seven requests from DPLH, totalling 182 parcels of land, for consultation. As part of the consultation process, the Shire is provided with just 40 days to provide feedback to the Department.

For each land parcel in question, Council is requested to consider and respond to the following questions:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local Government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The 40 day consultation does not provide any ability for local government to consult with the community regarding the proposed land transfer and therefore the community has no knowledge of the changes in land management.

In addition, the Shire is not advised as to the future purpose of the land and/or how it is proposed to be managed. It is very difficult for any local government to support the transfer of land without an understanding of what the land will be used for, who will manage the area, and whether it will be freehold transfer. This information does not have to be extensive, and could be as simple as the site is requested for cultural significance or for commercial purposes and will be administered by SWALSC as a reserve vested.

As a result of these deficiencies in the referral process, Council has previously resolved not to support the 182 land parcels that have to date been identified to be transferred to the Noongar People under the South West Native Title Settlement.

Policy 6.3 South West Native Title Settlement Land Based Consultation (see appendix) has been drafted to establish Council's position in relation to proposed land transfers and to allow Administration to efficiently deal with land based consultation matters moving forward without the need for each instance to be presented to Council.

COMMENT

Council has not previously supported the transfer of lots under the Settlement for the following reasons:

1. Large tracts of land along the Shire's coastline and within its coastal towns of Guilderton, Seabird, Ledge Point and Lancelin are considered to be high value public open space.
2. The State should consider retaining lots within coastal towns in the event that land swap becomes a viable long term option in dealing with coastal erosion and inundation issues.
3. Large tracts of bushland identified in rural areas will require management in terms of fire hazard mitigation and may require management in terms of control of weeds/noxious plants/pest plants and declared animal pests.
4. There is no clear strategic direction provided for the intended future use and management of transferred land parcels.
5. The consultation period provided with respect to the referral of proposed land transfers is insufficient to allow for an informed decision to be made and a response provided to the Department of Planning, Lands and Heritage by the nominated deadline.

The Shire of Gingin will not support the transfer of lots under the Settlement until such time as:

1. Evidence is provided that the concerns expressed in One to Four above have been addressed; and
2. With respect to Point Five, a three month consultation period is provided for each referral to allow sufficient time for local governments to advertise the proposal for public comment (for a minimum of 14 days), and for the referral and any public comment received to then be considered by Council at a Council meeting and an informed response subsequently provided to DPLH.

STATUTORY/LOCAL LAW IMPLICATIONS

Native Title Act 1993

Noongar (Koorah, Nitja, Boordahwan) (Past, Present, Future) Recognition Act 2016

Land Administration Act 1997

Part 2 – General administration

Division 2 – Covenants and conditions and their enforcement

Section 14 – Minister to consult local governments before exercising certain powers in relation to Crown land

POLICY IMPLICATIONS

The proposed policy has been developed in accordance with Policy 1.4 Council Policy Management.

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

MOTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Balcombe

That Council adopt Policy 6.3 South West Native Title Settlement Land Based Consultation.

AMENDMENT

MOVED: Councillor Peczka SECONDED: Councillor Vis

That Council amend the motion by inserting the following after the word "Consultation":

", subject to the policy being amended by insertion of the following as paragraph 4 under "Background:

As a result of these deficiencies in the referral process, Council has previously resolved not to support the 182 land parcels that have to date been identified to be transferred to the Noongar People under the South West Native Title Settlement."

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

The amendment was incorporated into the substantive motion, which was then put.

COUNCIL RESOLUTION

MOVED: Councillor Johnson

SECONDED: Councillor Balcombe

That Council adopt Policy 6.3 South West Native Title Settlement Land Based Consultation, subject to the policy being amended by insertion of the following as paragraph 4 under "Background":

As a result of these deficiencies in the referral process, Council has previously resolved not to support the 182 land parcels that have to date been identified to be transferred to the Noongar People under the South West Native Title Settlement.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis

AGAINST: Nil

REASON FOR AMENDMENT

The inclusion of this further paragraph in the Policy makes it clear that Council's policy position is in accordance with previous decisions of Council in relation to the transfer of land under the South West Native Title Settlement.



POLICY MANUAL

POLICY 6.3 SOUTH WEST NATIVE TITLE SETTLEMENT LAND BASED CONSULTATION

OBJECTIVE

To clarify and provide justification for Council's position with respect to the transfer of land parcels to the Noongar People under the South West Native Title Settlement.

POLICY

Scope

This policy applies to all land within the boundaries of the Shire of Gingin that is subject to a transfer proposal under the South West Native Title Settlement.

Background

The South West Native Title Settlement (the Settlement) is a landmark native title agreement reached between the State Government of Western Australia (the State) and the six Noongar Agreement Groups. The six Indigenous Land Use Agreements (ILUAs) comprising the Settlement were conclusively registered on 27 January 2021 after some years of delay. The Settlement then formally commenced on 25 February 2021. The Settlement recognises the Agreement Groups as the Traditional Owners of the South West Region of Western Australia, and resolves Native Title in exchange for a negotiated package of benefits

The State has committed to allocating up to 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate, in accordance with the Noongar Land Base Strategy. The Noongar Land Estate will contain up to 300,000 hectares of land transferred in reserve or leasehold, and up to 20,000 hectares of land transferred in freehold. The Landholding Body for all land transferred is Noongar Boodja Land Sub Pty Ltd, which will hold and manage the land in the Noongar Land Estate in consultation with the soon to be established Noongar Regional Corporations. All land will be used and managed in line with Noongar cultural, social and economic aspirations for the benefit of generations to come.

Local governments, as part of this process, are not advised as to any intent for the future purpose of the land and/or how it is proposed to be managed into the future, and this creates uncertainty from a local government perspective. For example, it is difficult for any local government to approve the transfer of land without understanding what purpose the land will be used for, who it will be managed by, and whether it will be freehold transfer. This advice could be provided as simply as "The site is requested for reasons of cultural significance or for commercial purposes and will be administered as a vested reserve by the South West Land and Sea Council (SWLSC)".

Prior to the adoption of this policy, referrals relating to the transfer of 182 lots within the Shire of Gingin had already been considered by Council. The Department of Planning, Lands and Heritage (DPLH) has advised that there are some 230 additional locations identified for potential transfer within the Shire.

The Shire, and all local governments, should be provided with a full list of the properties within their municipalities that have been identified for potential transfer so that early due diligence can be undertaken.

This policy will outline Council's position of not supporting any land transfers until such time as the State Government has provided sufficient consultation time and information for Council to be able to provide

an informed response.

Policy Statement

The Shire of Gingin does not support the transfer of lots under the Settlement for the following reasons:

1. Large tracts of land along the Shire's coastline and within its coastal towns of Guilderton, Seabird, Ledge Point and Lancelin are considered to be high value public open space.
2. The State should consider retaining lots within coastal towns in the event that land swap becomes a viable long term option in dealing with coastal erosion and inundation issues.
3. Large tracts of bushland identified in rural areas will require management in terms of fire hazard mitigation and may require management in terms of control of weeds/noxious plants/pest plants and declared animal pests.
4. There is no clear strategic direction provided for the intended future use and management of transferred land parcels.
5. The consultation period provided with respect to the referral of proposed land transfers is insufficient to allow for an informed decision to be made and a response provided to the Department of Planning, Lands and Heritage by the nominated deadline.

The Shire of Gingin will not support the transfer of lots under the Settlement until such time as:

1. Evidence is provided that the concerns expressed in One to Four above have been addressed; and
2. With respect to Point Five, a three month consultation period is provided for each referral to allow sufficient time for local governments to advertise the proposal for public comment (for a minimum of 14 days), and for the referral and any public comment received to then be considered by Council at an ordinary Council meeting and an informed response subsequently provided to DPLH.

GOVERNANCE REFERENCES

Statutory Compliance	<i>Native Title Act 1993 Noongar (Koorah, Nitja, Boordahwan) (Past, Present, Future) Recognition Act 2016 Land Administration Act 1997</i>
Industry Compliance	<i>NA</i>
Organisational Compliance	<i>Shire of Gingin Policy Manual – Policy 1.4 Council Policy Management</i>

POLICY ADMINISTRATION

Review Cycle	2 years	Next Review	17 January 2025
Department	Regulatory & Development Services (Planning)		

Version	Decision Reference	Synopsis

13.2 PROPOSED SUBDIVISION DESIGN - LOT 9001 LANCELIN ROAD, LANCELIN

File	LND/634
Author	Kylie Bacon - Coordinator Strategic Planning & Projects
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	<ol style="list-style-type: none"> 1. Zoning & Residential Density Plan [13.2.1 - 1 page] 2. Residential Density Coding Plan [13.2.2 - 1 page] 3. Subdivision Guide Plan and Residential Coding Plan for Stage 2 [13.2.3 - 2 pages] 4. Instrument of Delegation 8.1.1(a) [13.2.4 - 1 page]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider granting delegated authority to the Chief Executive Officer to assess and comment on a subdivision design for Lot 9001 Lancelin Road, Lancelin (also known as Lancelin South).

BACKGROUND

The Shire is in receipt of a subdivision referral dated 10 November 2022, from the West Australian Planning Commission (WAPC), in respect of a proposed Plan of Subdivision for 66 lots on Lot 9001 Lancelin Road, Lancelin (Lancelin South).

The proposed subdivision is situated within the approved Lancelin South Stage One Outline Development Plan (ODP) and east of the Stage One subdivision. The proposed subdivision represents Stage Two of the OPD and has been prepared to be generally in accordance with the ODP and the Residential Density Coding Plan (Coding Plan). The proposed subdivision consists of 66 lots, 67 including the balance lot of Lot 9001. The lot sizes range from 480m² to 901m² with a general Residential Density Coding of R20.

The ODP approved 20 June 2011 includes a Zoning and Residential Density Plan (ZRDP) which depicts Stage Two ranging from R20 to R40 (see appendices). Also included in the appendices is a more detailed Residential Density Coding Plan which was previously approved as part of Stage One subdivision. This Coding Plan depicts the last row of lots on the eastern side where the zoning should be R25 to R30. The proposed subdivision is proposing R20 for the whole of Stage Two. Notwithstanding, the *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2, Part 4, clause 27(1) states the following with respect to Structure Plans/ODP's:

'A decision-maker for an application for development approval or subdivision approval in an area that is covered by a structure plan that has been approved by the Commission is to have due regard to, but is not bound by, the structure plan when deciding the application'

The applicant has submitted an R20 Coding Plan with the proposed subdivision, consistent with clause 4.1 of the ODP which states '.....A specific density code will be designated in individual Residential Density Coding Plans which will be approved in conjunction with subdivision applications.' From the Shire's perspective, the zoning is still consistent with the OPD's Zoning and Residential Density Plan. The Shire would need to make sure, however, that higher density zoning was achieved throughout the later stages and where appropriate.

A Subdivision Guide Plan and Residential Coding Plan for Stage 2 are attached as appendices.

COMMENT

Community Consultation

No advertising is required to be undertaken.

Proposed Subdivision

The Shire has advised the WAPC that, due to the need to satisfy engineering requirements, the response deadline of 22 December 2022 could not be met. The WAPC did not have an issue with this, as a deferral could be applied for to provide a more flexible working time.

Council's Delegation 8.1.1 Town Planning Powers currently only empowers the Chief Executive Officer to deal with subdivisions of 50 lots or less, with larger subdivisions having to be referred to Council.

In this instance, the Shire's Operations and Assets department has not yet had an opportunity to fully review the subdivision plan and determine (in the event that a favourable recommendation is forthcoming) the appropriate conditions of subdivision that are required. Furthermore, being granted delegated authority will provide the flexibility in the timeframes in providing a response and also allow all parties to (again, in the event of a favourable recommendation) review the draft 'without prejudice' conditions.

It is therefore recommended that Council grant delegated authority to the Chief Executive Officer, under Schedule 2, Part 10, Clause 82 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to deal with this matter.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Planning Scheme No. 9

Part 3 – Zones and the Use of Land
3.2 Objectives of the Zones

Part 4 – General Development Requirements
4.7 General Development Standards

Development (Local Planning Schemes) Regulations 2015
Schedule 2- Deemed provisions for local planning schemes
Part 4 – Structure Plans
Clause 27 – Effect of a structure plan

Development (Local Planning Schemes) Regulations 2015
Schedule 2- Deemed provisions for local planning schemes
Part 10 – Enforcement and administration
Clause 82 – Delegations by local government

WAPC Model Subdivision Conditions Schedule Dec 2022

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

OFFICER RECOMMENDATION

That Council delegate authority to the Chief Executive Officer, in accordance with Instrument of Delegation 8.1.1(a) Lot 9001 Lancelin Road, Lancelin (Lancelin South) to review the subdivision plan dated 9 November 2022 for Lot 9001 Lancelin Road, Lancelin (Lancelin South) and provide conditions of subdivision.

PROCEDURAL MOTION

MOVED: Councillor Vis **SECONDED:** Councillor Peczka

That the matter be referred to the Ordinary Council Meeting on 21 February 2023.

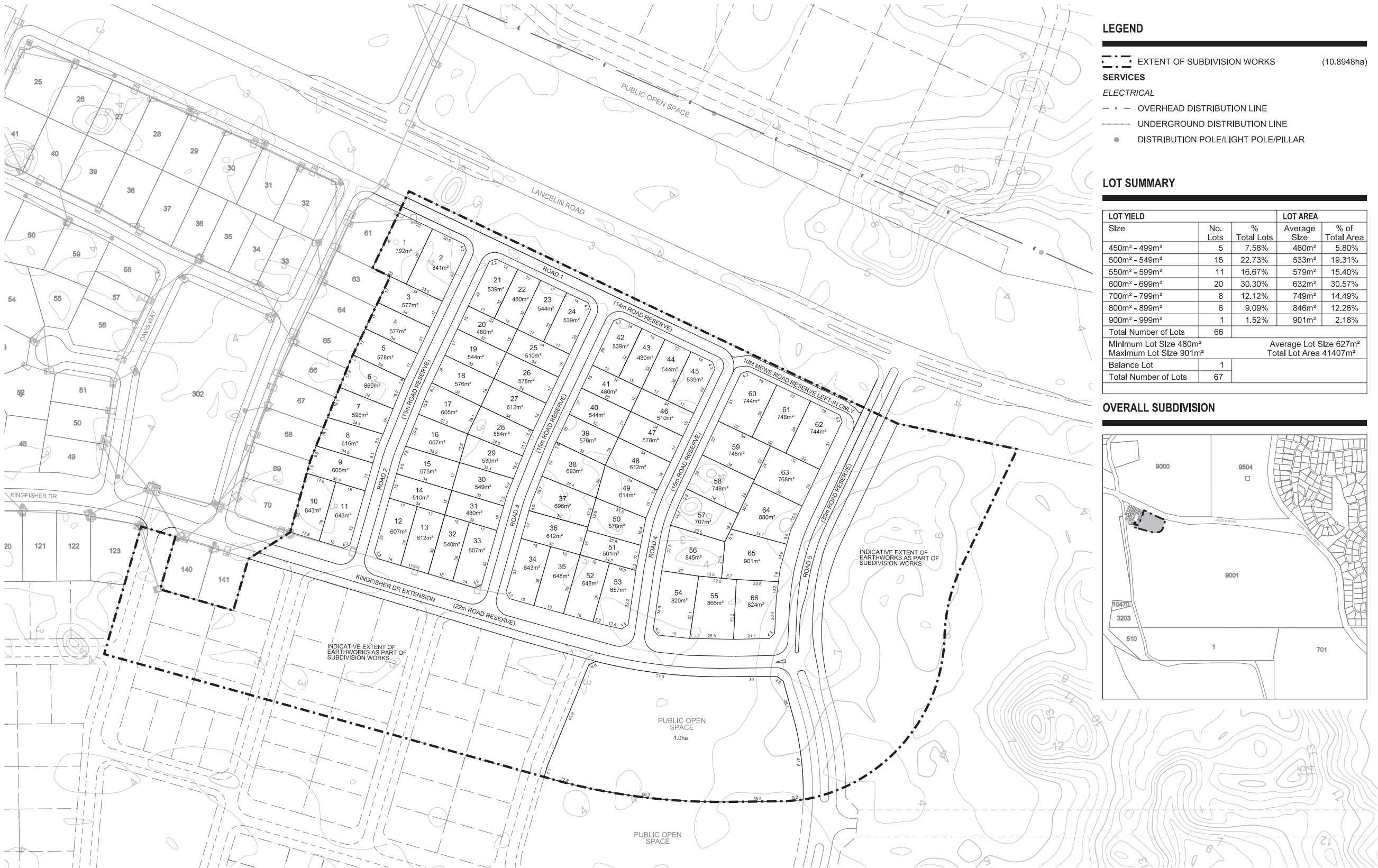
CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*







Plan of Subdivision (Stage 2 Lancelin South) - Freehold
LOT 9001 LANCELIN ROAD, LANCELIN

A VIMG Project

plan:
22/053/004B

date:
02/09/2022

scale:
1:2000@A3 | 1:1000@A1

grid:
LCG 94

0 20 40m

designed:
ED

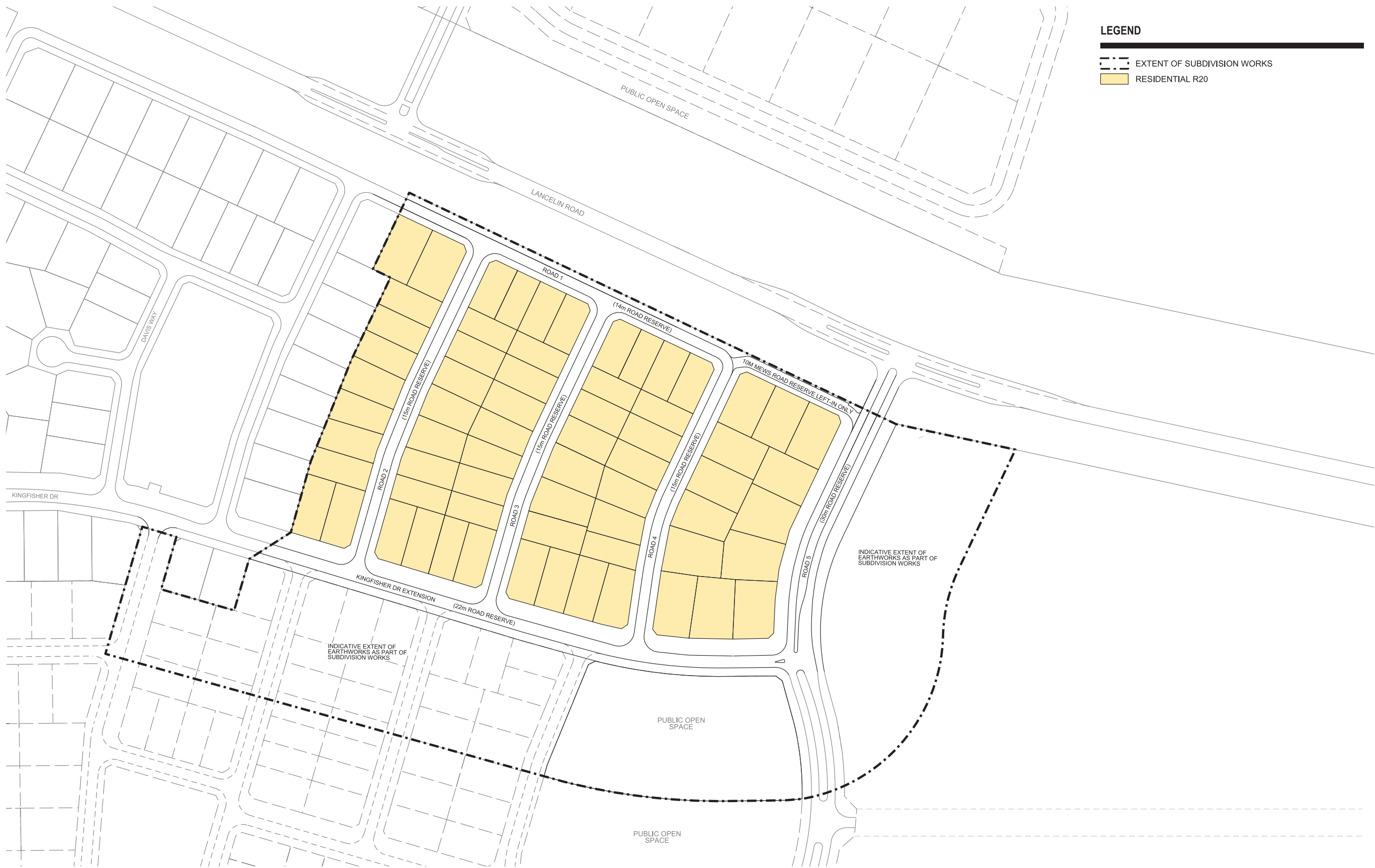
checked:
RC

drawn:
CR

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Residential Density Coding Plan (Stage 2 Lancelin South) - Freehold
LOT 9001 LANCELIN ROAD, LANCELIN

A VIMG Project

plan:
22/053/006A
scale:
1:2000@A3 | 1:1000@A1
0 20 40m

date:
02/09/2022
grid:
LCG 94

designed:
ED
checked:
RC
drawn:
CR

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Delegation of authority

Delegation	8.1.1(a) Lot 9001 Lancelin Road, Lancelin (Lancelin South) (DRAFT)
Category	Planning
Delegator	Council
Express power to delegate	<p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i></p> <ul style="list-style-type: none"> Sch. 2 Deemed provisions for local planning schemes cl. 82 Delegations by local government
Function	<p>Subdivision/Amalgamation</p> <p>To review the subdivision plan dated 9 November 2022 and provide conditions of subdivision for Lot 9001 Lancelin Road, Lancelin (Lancelin South).</p>
Delegates	CEO
Conditions	<p>1. The delegations given to the Chief Executive Officer hereunder only permit that Officer to approve applications. Applications that the Chief Executive Officer is not prepared to approve shall be referred to Council for determination.</p> <p>2. The Chief Executive Officer, when exercising a power delegated by Council in this section, shall only make such decisions after ensuring that the approval complies with the provisions of the Local Planning Scheme and is consistent with other decisions of Council in respect of such uses.</p> <p>3. All subdivision proposals in the "General Rural" zone intended to accommodate service infrastructure. Council's support for such proposals to include the following condition:</p> <p><i>A Restrictive Covenant being placed on the land, at the subdivider's cost, under a legal agreement that ensures:</i></p> <p><i>i) Use of the subdivided portion of land shall be limited to service infrastructure; and</i></p> <p><i>ii) If the infrastructure is no longer required, the subdivided portion of land could not be sold, but would be amalgamated with the adjoining land.</i></p>
Express power to subdelegate	<p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i></p> <ul style="list-style-type: none"> Sch. 2 Deemed provisions for local planning schemes, cl. 83 Local government CEO may delegate powers
Policy	Nil
Record keeping	Each exercise of delegated power must be captured in the Shire's electronic records management system as required by <i>Local Government Act 1995</i> s.5.46 and <i>Local Government (Administration) Regulations</i> r.19.

13.3 APPLICATION FOR DEVELOPMENT APPROVAL - OVERSIZED OUTBUILDING AT LOT 331 (3) HUBBARD STREET, LANCELIN

This matter was brought forward for consideration as the first item of business. See page 7.

File	BLD/7187
Applicant	Mike Scott
Location	Lot 331 (3) Hubbard Street, Lancelin
Owner	Mike Scott
Zoning	Residential 12.5/20
WAPC No	Nil
Author	Natasha Jurmann – Statutory Planning Officer
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	<ol style="list-style-type: none"> 1. Aerial Map - Lot 331 (3) Hubbard Street, Lancelin [13.3.1 - 1 page] 2. Location Map - Lot 331 (3) Hubbard Street, Lancelin [13.3.2 - 1 page] 3. Applicant's Proposal [13.3.3 - 10 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for an oversized and over height outbuilding on Lot 331 (3) Hubbard Street, Lancelin.

BACKGROUND

The subject lot is 594m² in area and the outbuilding is proposed to go behind the existing single dwelling. The property was formerly Lot 1 (16A) Wedge Avenue and was 993m² in area prior to the recent change in the titling. As part of the strata subdivision, no change in the dwelling area, size or appearance has occurred and the existing structure sits across two lots.

The proposed outbuilding is 9 metres in length and 6 metres in width with a 3 metre lean to (equating to an area of 81m²), and will be used to store a boat. The outbuilding is a pitched design with a wall height of 3.6 metres and a peak height of 4.22 metres.

The proposed outbuilding seeks variations to Clause 5.4.3 – Outbuildings of the Residential Design Codes of Western Australia (R-Codes) in regard to the wall height, ridge height and area.

The proposal also seeks variations to Local Planning Policy 2.1 – Residential Outbuildings (LPP 2.1) with respect to the proposed wall height. As such, Council consideration is required.

A location plan, aerial map and copy of the applicant's proposal are provided as appendices.

COMMENT

Stakeholder Consultation

The application was advertised to potentially impacted landowners by the applicant in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. The neighbour has noted that they have no issues with the development, and this has been confirmed verbally to the report author by the neighbour.

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

The subject land is zoned Residential R12.5/20 under LPS 9, the objectives of which are to:

- a) *Provide for a range of housing types and encourage a high standard of residential development;*
- b) *Maintain and enhance the residential character and amenity of the zone;*
- c) *Limit non-residential activities to those of which the predominant function is to service the local residential neighbourhood and for self-employment or creative activities, provided such activities have no detrimental effect on the residential amenity; and*
- d) *Ensure that the density of development takes cognisance of the availability of reticulated sewerage, the effluent disposal characteristics of the land and other environmental factors.*

Clause 5.2.2 states:

Unless otherwise provided for in the Scheme, the development of land for any of the residential purposes dealt with by the Residential Design Codes is to conform to the provision of those codes.

The relevant objective of the Residential zone under LPS 9 in this instance is deemed to be:

b) *Maintain and enhance the residential character and amenity of the zone.*

It is the officer's opinion that the proposal does satisfy this objective as the outbuilding is deemed to be of a scale that is proportionate to the size of the property and which will maintain the residential character of the locality.

The proposal is being presented to Council as the proposed development is on a lot that is 7m² under the cut off for the next size category of outbuilding. As such, the outbuilding meets neither the existing or proposed policies in terms of size. However, the officer is of the opinion that, due to the size of the property and surrounding properties, the outbuilding would not be out of place in this area.

State Planning Policy 7.3 - Residential Design Codes volume 1

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

The R-Codes define an 'Outbuilding' as:

An enclosed non-habitable structure that is detached from any dwelling.

The deemed-to-comply provisions of the R-Codes relating to outbuildings stipulate that a wall height of 2.4 metres and an overall height of 4.2 metres are not to be exceeded. The wall height proposed is 3.6 metres tapering to a ridge height of 4.22 metres.

Given the proposal does not satisfy the deemed-to-comply provisions, the application is assessed against the associated 'Design Principle' which states:

Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

The positioning of the outbuilding is well back from the Wedge Avenue frontage and is unlikely to impact on the appearance from the street.

Local Planning Policy 2.1 – Residential Outbuildings

The Shire adopted Local Planning Policy 2.1 – Residential Outbuildings (LPP 2.1) in January 2013 to complement the provisions of the R-Codes relating to outbuildings to better reflect community expectations.

Clause 3.5 – Scale of Outbuilding Development outlines the maximum allowable standards for outbuildings throughout the Shire based on lot size and location. The tables below are applicable to the subject lot.

LPP 2.1

TOWNSITE	STANDARD	MAXIMUM	PROVIDED
Coastal Townsites (<600m ²)	Area Wall Height Overall Height	70m ² 3.0m 4m	81m ² – non-compliant 3.6m – non-compliant 4.22m – non-compliant
Coastal Townsites (601m ² >1,000m ²)	Area Wall Height Overall Height	90m ² 3.6m 5m	81m ² – compliant 3.6m – compliant 4.22m – compliant

The proposed outbuilding exceeds the maximum provisions of the policy due to the size of the lot, but it is argued by the applicant that an allowance should be made for the property because it is only 7m² under the next land size category. There are no relevant objectives under LPP 2.1 to assess the variations against, therefore the primary objectives are those outlined under LPS 9 within the Residential zone.

Given the outbuilding is consistent with provisions for the next category and the expectations of the size of outbuildings in this area, the officer supports the proposal.

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.

Consideration has been given to the following matters outlined in the Deemed Provisions with officer comments:

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

Officer Comment:

As outlined above, the proposed development does satisfy objective (b) of the Residential zone under LPS 9.

(g) Any local planning policy for the Scheme area;

Officer Comment:

As outlined above, the proposed development does not comply with Clause 3.5 - Scale of Outbuilding Development outlined in LPP 2.1 for the size of the property, but does satisfy the requirements for properties in the next category which are just 7m² larger, and is considered appropriate for the area.

(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:

The matters contained in the above clause have been addressed within the preceding report.

Conclusion

In summary, the proposal seeks a variation to Local Planning Policy 2.1 – Residential Outbuildings and the R-Codes. The variations sought comply with the requirements contained in LPP 2.1 for the next category of lot size (just 7m² larger than the subject land) and therefore are considered to satisfy the relevant objective of LPS 9 and the design principles of the R-codes, and to accord with the intent of LPP 2.1. The proposal is therefore supported.

STATUTORY/LOCAL LAW IMPLICATIONS

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

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Local Planning Policy 2.1- Residential Outbuildings

State Planning Policy 3.1 – Residential Design Codes of Western Australia

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.3 Planning & 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 Balcombe

SECONDED: Councillor Vis

That Council grant Development Approval for a proposed over height and oversized outbuilding on Lot 331 (3) Hubbard Street, Lancelin subject to 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 only as indicated on the approved plans;
3. The finished floor level of the outbuilding must be set at the existing average natural ground level to the satisfaction of the Shire of Gingin;
4. The outbuilding is not to be used for human habitation or any other industrial or commercial use;
5. The approved outbuilding is to be constructed with a consistent colour scheme; and
6. Stormwater from all roofed and paved areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin.

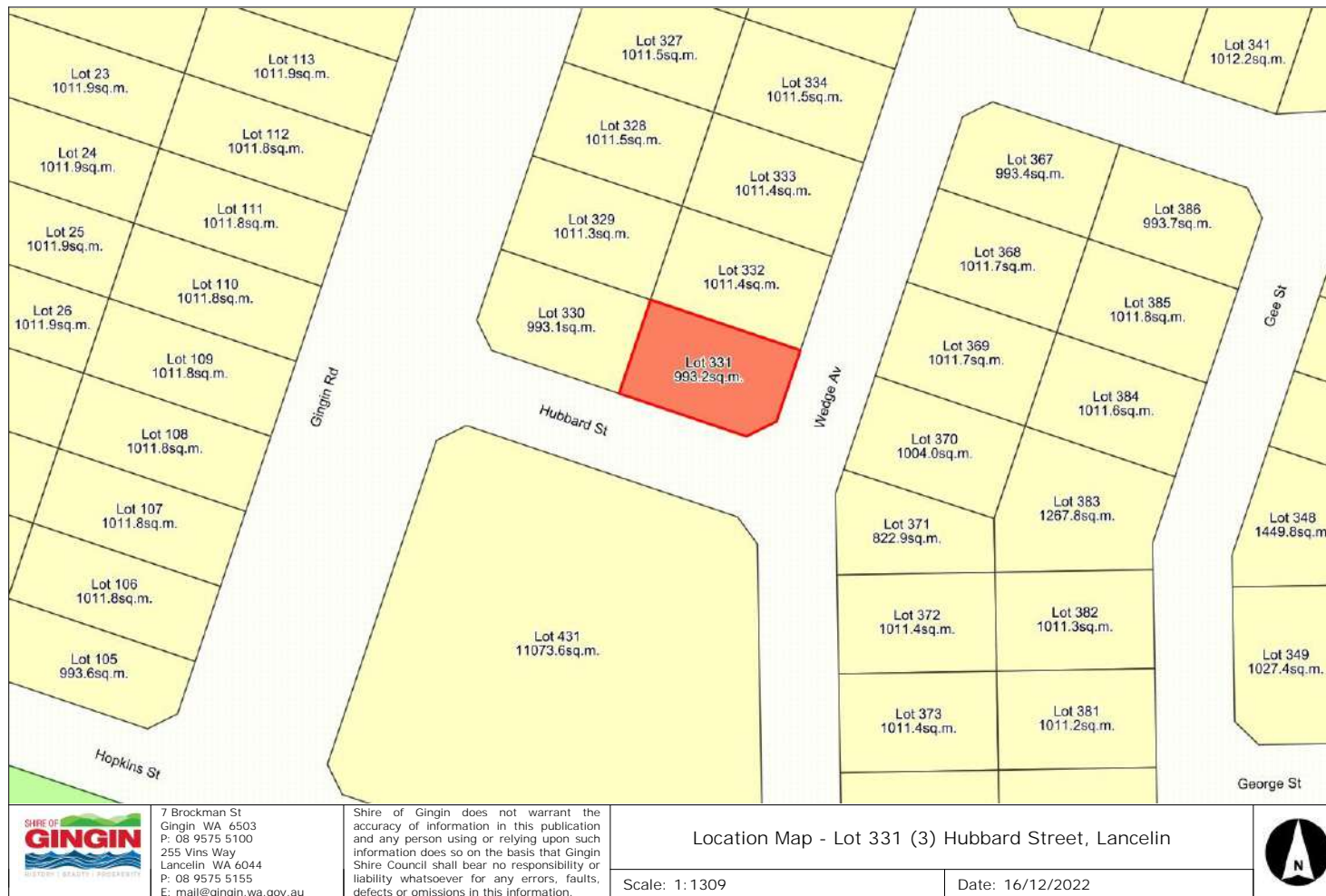
ADVICE NOTES:

- Note 1:** If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision, under Part 14 of the *Planning and Development Act 2005*.
- Note 2:** Where 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 *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 Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczke, Councillor Sorensen and Councillor Vis*
AGAINST: *Nil*





Mike Scott
3 Hubbard Street (410 Horace Street)
Lancelin (Sawyers Valley)
11 December 2022

To Whom It May Concern

My wife Stephanie and I are owners of 3 Hubbard Street, Lancelin and we are lodging an application for the construction of a shed on the said property. I am requesting Council to consider in favour of installing a shed allowing for 3.6m high walls, and 1m setback (instead of 1.5m setback) from the lot boundary, rear and side of the shed (refer plan).

This application is for a new shed to house a boat and caravan upon our retirement. The maximum allowable wall height for a shed on a lot up to 601 m² is 3m, our lot size is 594 m². A 3m wall height will not allow us to park our boat or a caravan inside the shed instead we require a minimum of 3.6m wall height.

I make the following comments for your consideration;

1. Our property was formerly a strata title and we have recently subdivided (survey strata). Technically, if the property was still a strata title we would be able to construct the shed with 3.6m high walls.
2. Our property is 7m² under the required 601m² for 3.6m high walls.
3. Neighbouring property owners to the rear and to the side of the proposed shed area boundary have both confirmed by email they have no objection to the 3.6m wall heights. The other adjoining former strata title property owner has also responded by email and has no objection to the proposed 3.6m shed wall heights.
4. Several properties within close location to our proposed shed have sheds exceeding 3m wall heights (refer to photos and location map, 9 and 13 Wedge Ave).
5. A shed constructed on our property will have very little visibility from Hubbard Street as our front garden is very well vegetated, thus the front of the shed will not be intrusive from an aesthetic point of view.
6. All adjoining properties will have either no view of the shed or very minimal view of the shed. One property has a large shed which is next to our proposed shed area. One property will not see the shed at all as there is a very high brick wall car port construction. One property has trees which block the view of the shed.

It should also be noted we have recently removed the asbestos from our house and rebuilt the house. We are also in the process of applying for a permit to remove the asbestos from the existing shed and will also be removing two asbestos fences in preparation for our retirement.

In summary, we are requesting that Council consider in favour of our application to install a shed with 3.6m high walls, and support a 1m setback from the rear and side lot boundaries.

Thank you for your consideration.

Kind regards

Mike Scott
0459 558 986

Tom Kusters
14 Wedge Avenue

From: atkusters <atkusters@Bigpond.com>
Sent: Sunday, 27 November 2022 8:13 PM
To: Mike Scott <mike@bushfireprone.com.au>
Subject: RE: FW: Over height shed Development Application

Hi Mike,
All good with me.
Regards Tom

Sent from my Galaxy

----- Original message -----

From: Mike Scott <mike@bushfireprone.com.au>
Date: 26/11/22 18:07 (GMT+08:00)
To: atkusters@bigpond.com
Subject: FW: Over height shed Development Application

Hi Tom

We are constructing a shed which is of a height that requires your approval. Please refer to the attachments for details. The proposed door height for the shed is 3.6m and the overall height is 4.22m. The shed will be covered with Surf Mist Colorbond, the same as the house.

Please reply to this email if you approve what is proposed as soon as possible so we can attach to our Shire Development Application, and thank you for your consideration and time.

Kind regards

Mike Scott

3 Hubbard Street, Lancelin (410 Horace Street, Sawyers Valley)

0459 558 986

Mike Scott | GradCert Business, GradDip Bushfire Protection
Director
(Accredited Practitioner **BPAD Level 3**)
Level 1, 159-161 James Street,
Guildford 6055 (entry off Johnson Street)
T: 6477 1144 | M: 0459 558 986
E: Mike@bushfireprone.com.au
W: www.bushfireprone.com.au

Daniela Kolundzija
16 Wedge Avenue, Lancelin (33 Francis Avenue, Karrinyup)

From: Daniela Kolundzija <daniela.k@iinet.net.au>
Sent: Sunday, 4 December 2022 6:52 PM
To: Mike Scott <mike@bushfireprone.com.au>
Subject: Re: Over height shed Development Application

Hi Mike

So sorry for late reply but I've been flat out with James finishing school.

I have reviewed all the drawings and you have my full approval to proceed. I will sign a copy of all the drawings and will scan and return to you.

Kind regards
Daniela
Sent from my iPhone

On 26 Nov 2022, at 6:06 pm, Mike Scott <mike@bushfireprone.com.au> wrote:

Hi Daniela

We are constructing a shed which is of a height that requires your approval. Please refer to the attachments for details. The proposed door height for the shed is 3.6m and the overall height is 4.22m. The shed will be covered with Surf Mist Colorbond, the same as the house.

Please reply to this email if you approve what is proposed as soon as possible so we can attach to our Shire Development Application, and thank you for your consideration and time.

Kind regards

Mike Scott
3 Hubbard Street, Lancelin (410 Horace Street, Sawyers Valley)
0459 558 986

Mike Scott | GradCert Business, GradDip Bushfire Protection
Director
(Accredited Practitioner BPAD Level 3)
Level 1, 159-161 James Street,
Guildford 6055 (entry off Johnson Street)
T: 6477 1144 | M: 0459 558 986
E: Mike@bushfireprone.com.au
W: www.bushfireprone.com.au

Barry Cobill
143 Gingin Road, Lancelin (PO Box 28, Rosser Street, Cottesloe)

From: barry cobill <barrycobill@hotmail.com>
Sent: Sunday, 4 December 2022 5:39 PM
To: Mike Scott <mike@bushfireprone.com.au>
Subject: Re: Over height shed Development Application 2nd email

Dear Mike , I absolutely approve of the shed that you propose to erect at your address in Hubbard Street adjacent to my property

I have no objection to any of the details contained in your application with special reference to proposed height

Yours Faithfully

Barry COBILL

143 Gingin Road , Lancelin { 28 Rosser Street , Cottesloe)

From: Mike Scott
Sent: Saturday, 26 November 2022 6:04 PM
To: barrycobill@hotmail.com
Subject: Over height shed Development Application

Hello Barry and Carol

We are constructing a shed which is of a height that requires your approval. Please refer to the attachments for details. The proposed door height for the shed is 3.6m and the overall height is 4.22m. The shed will be covered with Surf Mist Colorbond, the same as the house.

Please reply to this email if you approve what is proposed as soon as possible so we can attach to our Shire Development Application, and thank you for your consideration and time.

Kind regards

Mike Scott
3 Hubbard Street, Lancelin (410 Horace Street, Sawyers Valley)
0459 558 986

Mike Scott | GradCert Business, GradDip Bushfire Protection
Director
(Accredited Practitioner BPAD Level 3)
Level 1, 159-161 James Street,
Guildford 6055 (entry off Johnson Street)
T: 6477 1144 | M: 0459 558 986
E: Mike@bushfireprone.com.au
W: www.bushfireprone.com.au





Neighbours shed

Proposed shed will
be setback behind
vegetation



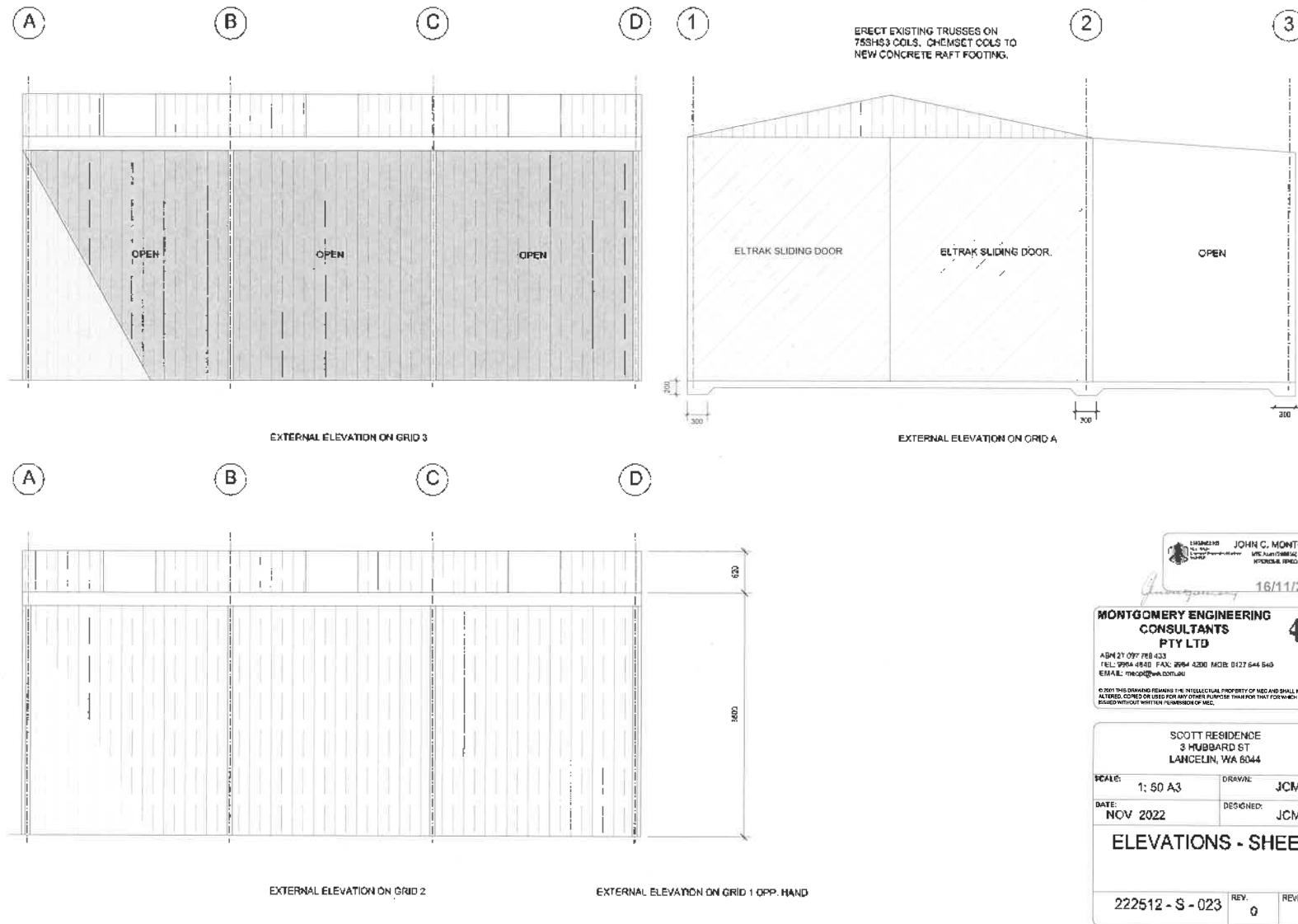
9 Wedge Av

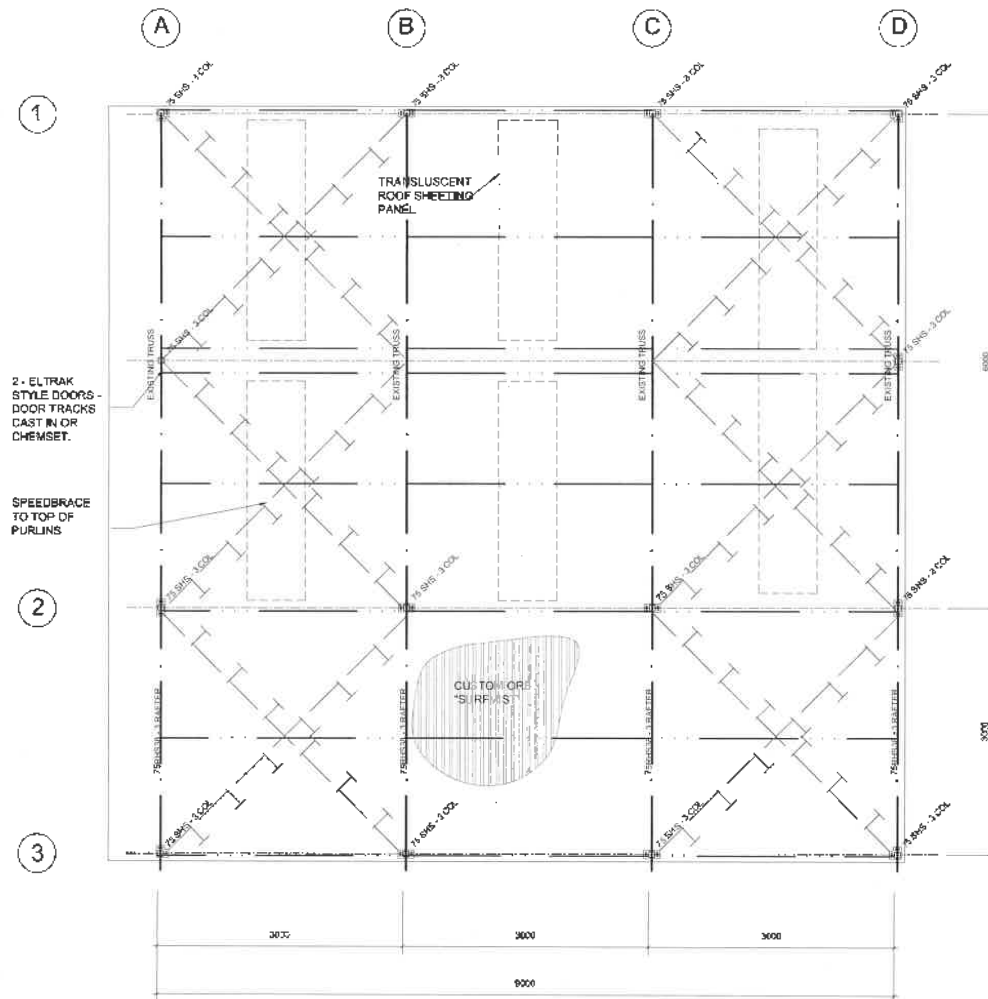


13 Wedge Av



14 Wedge Av

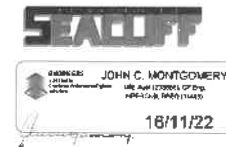
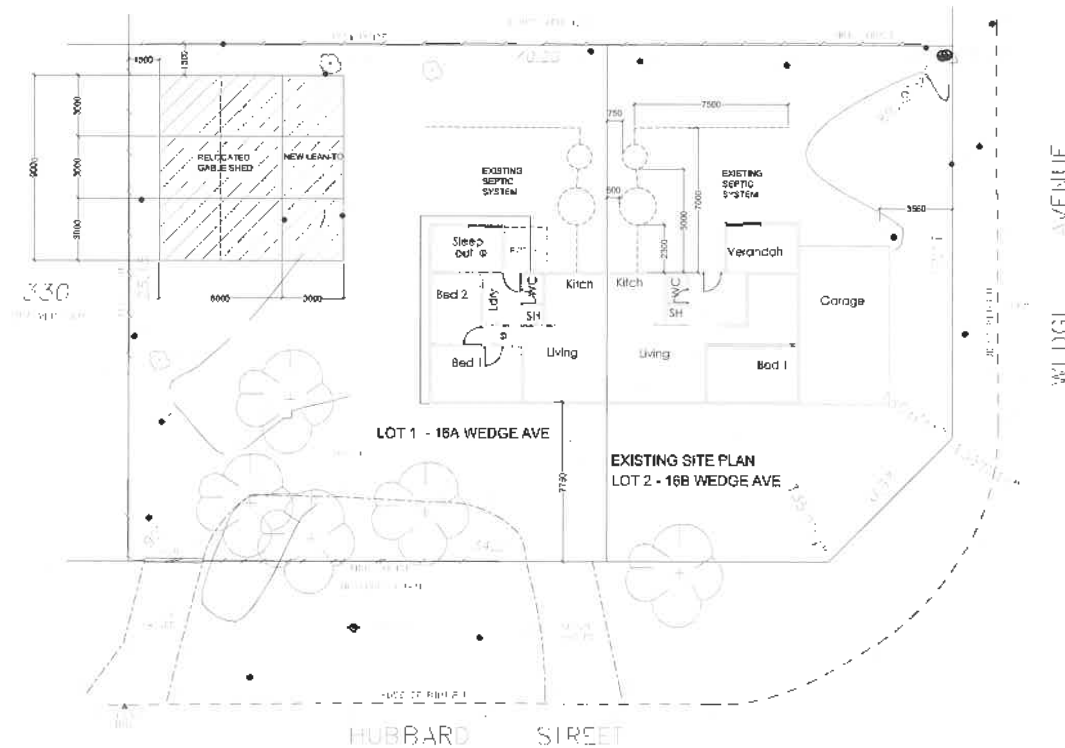




JOHN C. MONTGOMERY
16/11/22

**MONTGOMERY ENGINEERING
CONSULTANTS
PTY LTD**
4M
AS/NZS 21 051 FOR 433
1/1 L. 9854 4340 FAX: 9854 4207 MOB: 0427 544 640
EMAIL: jcm@me.com.au
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SCOTT RESIDENCE
3 HUBBARD ST
LANCELIN, WA 6044
SCALE: 1: 50 A3 DRAWN: JCM
DATE: NOV 2022 DESIGNED: JCM
MARKING PLAN
222512 - S - 022 REV: 0 REVIEWED:



MONTGOMERY ENGINEERING CONSULTANTS PTY LTD **4M**

ABN 27 097 780 433
TEL: 0984 4040 FAX: 0984 4200 MOBILE: 0427 641 840
Email: monty@mecon.com.au

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DUPLEX RESIDENCE 16A & 16B WEDGE AVENUE LANCELIN WA 6550		
SCALE:	1:200 A3	DRAWN: JCM
DATE:	NOV 2020	DESIGNED: JCM
NEW SHED LOCATION & LAYOUT		
222512-S-004	REV: 0	REVIEWED:



14 REPORTS - OPERATIONS AND ASSETS

14.1 UNBUDGETED EXPENDITURE - LANCELIN PLAZA

File	LND/55
Author	Danica Todd – Operations Support Officer
Reporting Officer	Vanessa Crispe - Executive Manager Operations and Assets
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider approving unbudgeted expenditure of \$80,000 for asphaltting at Lancelin Plaza.

BACKGROUND

The Lancelin Plaza Shopping Precinct is located along Gingin Road in Lancelin. This facility accommodates businesses such as the Bendigo Bank, Post Office, IGA, specialty shops and bakery.

The carpark that is located to the east of the building and facing Atkinson Way is currently gravel. Staff recently carted gravel and rolled this area due to the high volume of complaints received in relation to the condition of the area, including uneven surfaces and potholes. Staff have also received complaints concerning the dust that is created from the strong winds that Lancelin experiences. It is prudent for Council to note that the Bendigo Bank's ATM fronts onto the unsealed carpark, and in the past this has caused issues with the operation of the machine due to the dust levels.

On 13 December 2022, the Executive Manager Operations and Assets met with the Shire President, Deputy Shire President and the Chief Executive Officer to inspect this area. It was discussed and agreed that this project needs to be completed and the area asphalted. Due to short notice and a lack of available asphalt companies, Stirling Asphalt was approached to quote for the work as they will be asphaltting the KW/Sappers Road intersection.

Stirling Asphalt has submitted a quote for the supply and lay totalling \$42,633.36. In addition, a further \$37,366.64 will be required for additional gravel and labour costs which are not covered in the quote.

COMMENT

It is envisaged that the works will commence in March/April 2023 once the busy holiday season has eased off.

Currently the Lancelin Plaza account has insufficient funds to accommodate this work. It is anticipated that the additional funding will be sourced from the Road Reserve Account (151201810). Should Council approve the transfer of funds, the budget would be amended in accordance with the budget implications.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

Section 6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Policy 3.9 Purchasing and Ordering of Goods

Policy 3.10 Purchasing

BUDGET IMPLICATIONS

If Council approves the reallocation of funds from the Road Reserve account in the budget to enable the asphaltting of the Lancelin Plaza, then the budget will be amended in accordance with the following table:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
151201810	Transfer from Road Reserve	(325,000)	(405,000)	(80,000)
141201650	Drainage Built up Area (Lancelin Plaza - DC278)	\$0	\$80,000	\$80,000
			Net Effect	NIL

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

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

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Sorensen

That Council agree to amend its adopted 2022/23 Budget in accordance with the following table:

Account	Description	Current Budget	Revised Budget	Surplus/ Deficit
151201810	Transfer from Road Reserve	(325,000)	(405,000)	(80,000)
141201650	Drainage Built up Area (Lancelin Plaza - DC278)	{resolution}	\$80,000	\$80,000
			Net Effect	NIL

CARRIED BY ABSOLUTE MAJORITY

8 / 0

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 COUNCILLORS' OFFICIAL REPORTS

16.1 UPPER COASTAL SPORTING FACILITIES WORKING GROUP MEETING AND EXPERIENCE LANCELIN HOLIDAY PARK LANCELIN SUMMER FAMILY CONCERT

File:	GOV/20-1
Councillor:	F Peczka
Report Date:	17 January 2023

I attended a meeting of the Upper Coastal Sporting Facilities Working Group on 21 December 2022.

I also attended the annual Lancelin Summer Family Concert hosted by Experience Lancelin Holiday Park on 14 January 2023. This was a fantastic entertainment experience for families staying in the caravan park, and for the town generally.

16.2 MUSIC IN THE PARK

File:	GOV/20-1
Councillor:	E Sorensen
Report Date:	17 January 2023

I attended the annual free Music in the Park event held in Gabbadah Park, Guilderton on 8 January 2022. Music in the Park is one component of the Shire of Gingin's annual Summer Suite of Events.

17 NEW BUSINESS OF AN URGENT NATURE

J Bayliss (Manager Statutory Planning) and N Jurmann (Statutory Planning Officer) left the meeting at 3.35pm.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Balcombe

SECONDED: Councillor Sorensen

That Item 17.1 Guilderton Caravan Park Booking Procedures be received for consideration as New Business of an Urgent Nature.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

17.1 GUILDERTON CARAVAN PARK BOOKING PROCEDURES

File	LND/55
Author	Kailee Williams – PA to Executive Manager Regulatory and Development Services
Reporting Officer	Bob Kelly – Acting Chief Executive Officer
Refer	Nil
Appendices	Nil

PURPOSE

To consider a recommendation from the Guilderton Caravan Park and Foreshore Development Advisory Committee (the Committee) held on 17 January 2023 to amend the current booking procedure to allow guest a more flexible payment arrangement and reduce the immediate financial burden of the requirement to full payment for future bookings.

BACKGROUND

Belgravia's current booking and cancellation policies are outlined below.

Booking Policy

Bookings open 305 days in advance.

Full payment is required at the time of booking.

Guests may rebook the current occupied site for the same time the following year.

To secure a return booking, guests must call 08 9577 1021 within 30 days of departure.

Rates are subject to change without notice & therefore any increase in updated prices would be implemented to existing bookings without prior notice.

All bookings incur a transaction fee of \$2.50.

The act of booking online or via phone is an acceptance of these terms and conditions.

Cancellation Policy

Cancellation fees apply as follows:

- *15 days or more notice full refund or reschedule*
- *8 -14 days' notice. 75% refunded*
- *2 - 7 days' notice: 50% refunded*
- *24 hrs notice: no refund*
- *24hrs notice: no refund*

COVID Refund

If you are unable to attend your reservation due to being COVID positive the following refund policy will apply:

- *Credit to apply to both Chalet's and Site bookings*
- *Proof of COVID positive test result which includes message from WA Health or formal workplace notification*

A confirmation email with booking details will be provided. It is the responsibility of the guest to ensure that these details are correct at the time of booking.

These amended policies were implemented by Belgravia to help in reducing the number of last-minute cancellations, which are often difficult to resell. Additionally, the amended policies also eliminate the need for a rushed follow-up process when guests have not yet paid and are due to arrive. Belgravia has confirmed that in the case of financial hardship, it is at the discretion of management to accept a deposit rather than full payment.

COMMENT

Since the implementation of Belgravia's amended booking and cancellation procedures approximately six months ago, several complaints have been received by the Shire's Administration from long-standing guests of the Guilderton Caravan Park in regards to the full upfront payment required when securing future bookings.

Many complainants have expressed the burden of this payment and the significant change in process compared to the \$50 deposit that had been required as part of the previous booking procedure.

The Committee expressed a lack of support for Belgravia's current booking procedure and concern that significant reputational damage and financial loss may be imminent if Council were not to address the concerns of, in particular, long-term guests associated with making full payment at the time of booking.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

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

COUNCIL RESOLUTION/COMMITTEE RECOMMENDATION

MOVED: Councillor Balcombe

SECONDED: Councillor Kestel

That Council inform the Guilderton Caravan Park management contractor, Belgravia Pro Pty Ltd, of the requirement to implement the following amendments to the current booking procedure effective immediately, noting that the current cancellation policy is to remain unchanged:

1. A deposit of one night's tariff is payable at the time of booking; and
2. The balance of the booking is payable thirty days prior to the date of arrival.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

18 MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis **SECONDED:** Councillor Johnson

That Council move into a Confidential Session to discuss Item 18.1.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*
AGAINST: *Nil*

The meeting was closed to the public and all members of the public present in the Gallery left Council Chambers at 3:39 pm.

18.1 GINGIN RAILWAY STATION INCREASE IN LEASE PAYMENT AGREEMENT WITH NATIONAL TRUST

File	CPT/90
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	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 to 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.*

MOTION/OFFICER RECOMMENDATION

MOVED: Councillor Sorensen **SECONDED:** Councillor Vis

That Council agree to progress Option 3 as set out in the report to:

1. Continue to lease the Gingin Railway Station from the National Trust of Western Australia for the balance of the term expiring 26 November 2027 at the annual rental of \$7,000 ex GST; and
2. Increase the sublease annual rental from \$3,600 to \$5,300 ex GST effective from commencement of the next term (July 2023).

K Bacon (Manager Strategic Planning and Projects) left the meeting at 3:56pm.

PROCEDURAL MOTION

MOVED: Councillor Johnson **SECONDED:** Councillor Vis

That the matter be referred to the Ordinary Council Meeting on 21 February 2023.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis **SECONDED:** Councillor Johnson

That the meeting be re-opened to the public.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

The meeting re-opened to the public at 3:59pm. No members of the public returned to the Gallery.

19 CLOSURE

There being no further business, the Shire President declared the meeting closed at 3:59pm.

The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 21 February 2023, commencing at 3:00pm.