



MINUTES

Ordinary Council Meeting

17 May 2022

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 May 2022.



**Councillor C W Fewster
PRESIDENT**

Date of Confirmation: 21 June 2022

DISCLAIMER

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

ACKNOWLEDGEMENT OF COUNTRY



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

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ORDER OF BUSINESS

1 DECLARATION OF OPENING

The Shire President declared the meeting open at 1:09 pm and welcomed all in attendance.

2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

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

Staff – A Cook (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), R Kelly (Executive Manager Regulatory and Development Services), L Solomon (Acting Executive Manager Operations and Assets), K Bacon (Coordinator Strategic Planning & Projects), J Bayliss (Coordinator Statutory Planning), N Jurmann (Statutory Planning Officer), L Burt (Coordinator Governance), and E Mackey (Governance Support Officer/Minute Officer).

Gallery – There were 10 members of the public present in the Gallery.

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

Councillor Kestel

Item: 13.1 Shire of Gingin Local Planning Scheme No. 9 - Proposed Scheme Amendment No. 23 - Pt Lot 9501 Cheriton Road, Gingin

Interest: Proximity

Reason: My property shares a boundary with Lot 9501 Cheriton Road.

Councillor Fewster

Item: 13.1 Shire of Gingin Local Planning Scheme No. 9 - Proposed Scheme Amendment No. 23 - Pt Lot 9501 Cheriton Road, Gingin
Interest: Financial
Reason: My daughter and son-in-law own an adjoining property.

James Bayliss - Coordinator Statutory Planning

Item: 13.1 Shire of Gingin Local Planning Scheme No. 9 - Proposed Scheme Amendment No. 23 - Pt Lot 9501 Cheriton Road, Gingin
Interest: Proximity
Reason: Landowner of adjoining property.

Councillor Peczka

Item: 15.1 Councillor Frank Peczka - Re-Establishment of the Upper Coastal Sporting Facilities Working Group
Interest: Impartiality
Reason: Member of Lancelin Bowling Club and Member of Lancelin Community and Sporting Club.

4 PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

4.2.1 James Bayliss – Ratepayer, Gingin

- Q1. Can Council confirm whether the proposed amendment presented and discussed at the Briefing Session in 2021 by the applicant, included Lot 380 Howes Lane being rezoned for Rural Living purposes?
- Q2. Why does point 4 of the recommendation seek to refer the amendment to the Western Australian Planning Commission as per a Complex Amendment under regulation 37, given point 2, and references throughout the report relate to a Standard Amendment?
- Q3. Can you confirm why a draft amendment would require fixing of the Common Seal?

Response by Deputy Shire President

- A1. Question taken on notice.
- A2. This was a typing error in the report. The application is a Standard Amendment.
- A3. Question taken on notice.

4.2.2 Ian Griffiths – Ratepayer, Gingin

- Q1. Can I move an Alternative Motion in relation to Item 13.1?
- Q2. Can Elected Members consider the following in relation to Item 13.1?

That Council refuse to initiate Proposed Scheme Amendment No. 23 to Local Planning Scheme No. 9 as either a Standard or Complex amendment as the development is inconsistent with the Local and State Planning Framework and does not represent orderly or proper planning.

Response by Deputy Shire President

- A1. An Alternative Motion must come from an Elected Member.
- A2. Your request has been noted by the Elected Members.

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 19 April 2022 and the Special Council Meeting held 3 May 2022 as a true and accurate record.

**CARRIED UNANIMOUSLY
9 / 0**

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

AGAINST: *Nil*

8 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Passing of Mr Norm Wallace - Former Shire Clerk

I wish to acknowledge the passing of former Shire Clerk, Mr Norm Wallace. Norm provided distinguished and loyal service to the Shire of Gingin for a period of 32 years from 1961 to 1993. His funeral will be held at Pinnaroo Valley Memorial Park on 19 May 2022 at 10am for anybody who wishes to attend.

Resignation - Councillor Jan Court

I wish to advise this will be Councillor Court's last Council meeting as she has resigned from her position as an Elected Member for the Shire of Gingin. Councillor Court has served continuously since first being elected in 2011, and on behalf of Council I thank her for her service to the community over the last 11 years. We wish her all the best for her retirement.

Deputations

Two deputations were heard by Council prior to the meeting commencement, the details of which are as follows:

Item 13.1 Shire of Gingin Local Planning Scheme No. 9 - Proposed Scheme Amendment No. 23 - PT Lot 9501 Cheriton Road, Gingin

Speaker/s: James Bayliss

The Deputation was in opposition to the Officer's Recommendation.

Item 13.1 Shire of Gingin Local Planning Scheme No. 9 - Proposed Scheme Amendment No. 23 - PT Lot 9501 Cheriton Road, Gingin

Speaker/s: Henry Dykstra

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

11 REPORTS - OFFICE OF THE CEO

11.1 CORPORATE BUSINESS PLAN 2021-2025

File	COR/37
Author	Linda Fidge - Coordinator Corporate Planning
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	18 May 2021, Item 11.1
Appendices	1. Shire of Gingin CBP 2021-2025 [11.1.1 - 13 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To adopt the draft Shire of Gingin Corporate Business Plan 2021-2025.

BACKGROUND

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

In accordance with the *Local Government (Administration) Regulations 1996* (Section 19DA), the Shire of Gingin is to ensure that it maintains a rolling four-year CBP, revised annually. The Corporate Business Plan is to put into action the Shire's SCP 2019-2029 (adopted by Council on 21 May 2019) and focuses on specific Actions to be undertaken over the next four years. The CBP is used to drive the annual budget process and is integrated with the Shire's Long Term Financial, Asset Management and Workforce Plans.

The first year of the CBP, covering the 2021/22 budget year, is consistent with and reflects the Shire of Gingin's adopted budget (adopted by Council on 17 August 2021).

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

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

- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to –*
- (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
- *Absolute majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

The draft CBP 2021-2025 is attached for Council's consideration (**Appendix 11.1.1**).

COMMENT

The draft CBP 2021-2025 has been prepared to prioritise actions from the Shire's SCP 2019-2029. This SCP is being utilised as the strategic driver as the adoption of the 2021/22 budget coincided within the life span of this document. The adoption of future CBP's will be presented under the strategic direction of the SCP 2022-2032.

The draft Corporate Business Plan:

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

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

The draft CBP 2021-2025 provides expenditure detail on major capital works (\$100,000 and over) and operational expenditure (\$50,000 and over). Projected expenditure details for fiscal years beyond 2021/2022 are subject to change.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 – Administration

Division 5 – Annual reports and planning

Section 5.56 – Planning for the future

Local Government (Administration) Regulations 1996

Part 5 – Annual reports and planning

Division 3 – Planning for the future

Regulation 19DA – Corporate business plans, requirements for (Act s. 5.56)

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 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 - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Balcombe

That Council adopt the draft Corporate Business Plan 2021-2025, as shown at Appendix 11.1.1, in accordance with Section 5.56 of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996*.

**CARRIED BY ABSOLUTE MAJORITY
9 / 0**

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

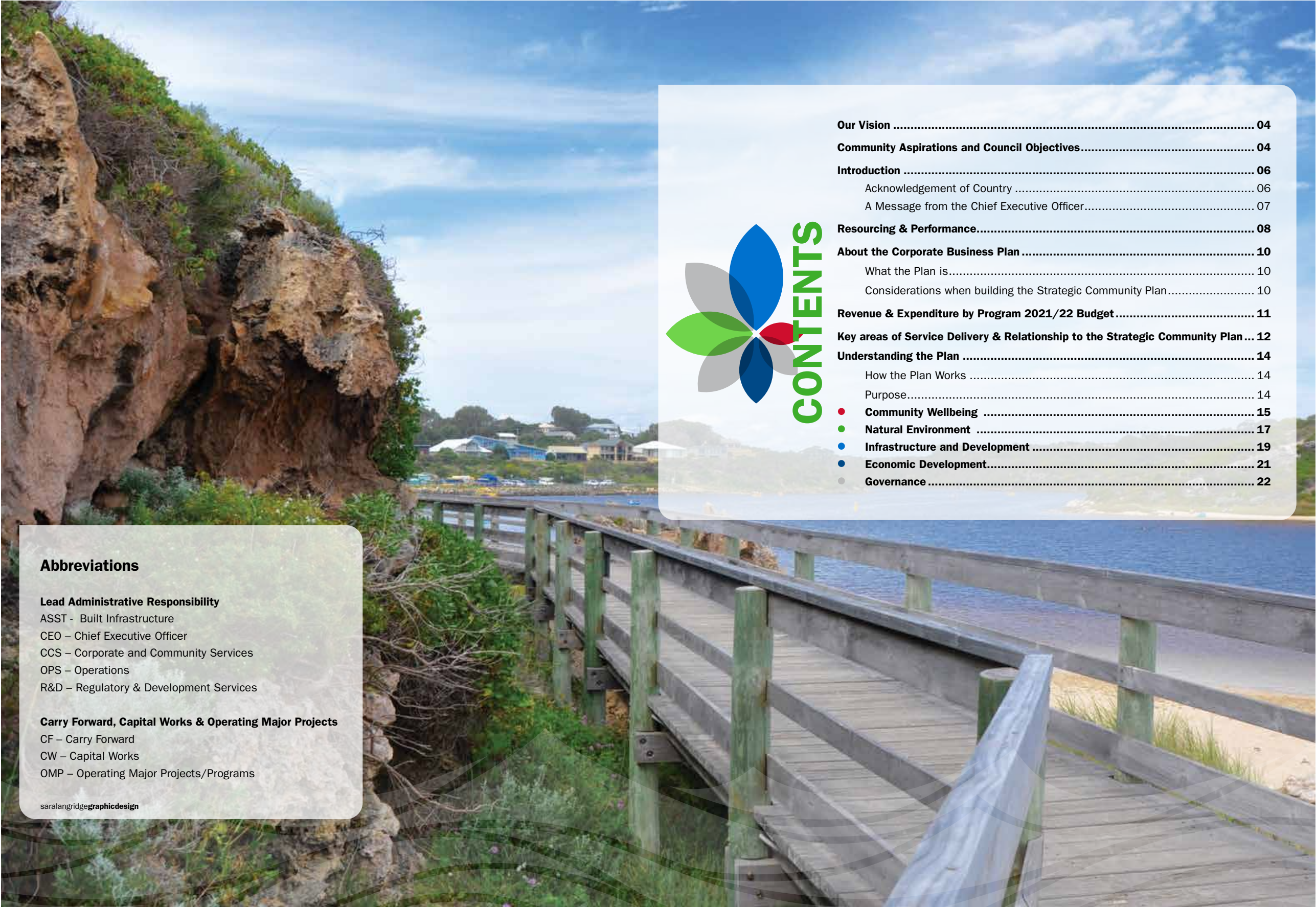
AGAINST: *Nil*



CORPORATE BUSINESS PLAN

2021 - 2025







OUR VISION

“We are a welcoming and progressive community that celebrates its diversity and unique rural and coastal environment.”

COMMUNITY ASPIRATIONS & COUNCIL OBJECTIVES

FOCUS AREA 1 – Community Wellbeing	
COMMUNITY ASPIRATION	COUNCIL OBJECTIVE
An active, healthy and safe community with a range of easily accessible services and facilities.	To support the Shire of Gingin community to be inclusive, vibrant, healthy and safe through the Shire’s shared service delivery.
FOCUS AREA 2 – Natural Environment	
COMMUNITY ASPIRATION	COUNCIL OBJECTIVE
The Shire of Gingin’s natural assets are protected for future generations and recognised as one of the greatest sources of pride in our community.	To develop the Shire’s capacity to support the conservation of natural assets and undertake sustainable resource management.
FOCUS AREA 3 – Infrastructure & Development	
COMMUNITY ASPIRATION	COUNCIL OBJECTIVE
High quality community infrastructure and development.	To effectively manage growth and provide for the community through the delivery of community infrastructure in a financially responsible manner.
FOCUS AREA 4 – Economic Development	
COMMUNITY ASPIRATION	COUNCIL OBJECTIVE
A strong economy based on tourism, agriculture, resources and supportive industries.	To support economic development through the Shire’s service delivery.
FOCUS AREA 5 – Governance	
COMMUNITY ASPIRATION	COUNCIL OBJECTIVE
Progressive and transparent leadership which is contemporary and involves the community in responsible governance.	To demonstrate effective leadership, governance and advocacy.



INTRODUCTION
Acknowledgement
of Country

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

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.

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

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

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

A Message from the
Chief Executive Officer

AARON COOK



The Shire of Gingin’s **Corporate Business Plan 2021-2025** has been prepared as a requirement under the State Government’s Integrated Planning and Reporting framework (IPR) to strengthen the ability of all local governments to plan for current and future needs of their communities. The purpose of the CBP is to put into operation, actions fulfilling the community’s aspirations as expressed in the Shire’s Strategic Community Plan.

The CBP ensures that as an organisation, the Shire can prioritise the use of its resources and focus activities on delivering the services that the community, as part of the Shire’s Strategic Community Plan, has told us it wants.

This is the final Corporate Business Plan prepared from the aspirations of the Strategic Community Plan 2019-2029. The draft Strategic Community Plan 2022-2032 is at a penultimate stage of completion in readiness for the 2022/23 financial year with subsequent planning underway to deliver outputs and services that are sustainable and achievable.

The Shire has unique challenges such as coastal erosion mitigation/management, adaption to increasing development resulting from the Covid 19 pandemic experience of urban to regional migration, and the Tonkin Highway extension, along with the financial implications of aging and duplicated community infrastructure. Acknowledging these

challenges, Council reviews the Long Term Financial Plan (LTFP) annually which includes all operating and capital renewal expenditure and income sources for a ten year period ensuring financial sustainability and stability for the Shire. Along with the ongoing review of the LTFP the Shire’s Asset Management Plans provide a prioritised schedule of maintenance and capital renewal.

Undertaking the review of the LTFP provides sound financial information for a robust CBP and will keep the Shire focused for the years ahead but as a result, details on capital works for the future three financial years (22/23 – 24/25) will be unavailable until the review is completed in-line with the aspirations of the updated Strategic Community Plan 2022-2032 and the 2022-2026 Corporate Business Plan.





RESOURCING & PERFORMANCE

The Corporate Business Plan 2021-2025 projects will be:

- Delivered under one of the Shire's key areas of service delivery; and
- Delivered through projects including this years and future annual budgets via the rolling out of the Long Term Financial Plan (currently under review).

The progress of Actions and Projects (within the current budget year) are reported and monitored quarterly, and overall performance reported annually via the Annual Report to community.

In practice the first year of the CBP (covering the 2021/22 financial year) is consistent with and reflects the Shire of Gingin's Annual Budget 2021/22.

The CBP (revised annually) is used to drive the Annual Budget and is integrated with the Shire's Long Term Financial, Asset Management and Workforce Plans.

Ensuring the long-term financial viability of the Shire is an integral component to aspire to business excellence and an essential element of sound corporate governance via the Integrated Planning and Reporting (IPR) legislation.

The IPR framework is a process to minimise potential financial implications (risk management) that could interfere with the Shire's capacity to deliver on its Strategic Community Plan priorities and to manage incidental challenges for residents, ratepayers and visitors to the Shire of Gingin.



ABOUT THE CORPORATE BUSINESS PLAN

What the Plan is

The Shire of Gingin's **Corporate Business Plan** is a 4-year plan which is reviewed annually. It is an important element of the Shire's Integrated Planning and Reporting process. Its purpose is to activate short to medium term actions by informing of inclusions for the current year budget and for the subsequent three following financial years. It supports the Shire in its efforts to work towards achieving its Vision which is outlined in the Strategic Community Plan 2019-2029 (SCP) and also featured on page 4 of this document.

For each area of focus (Focus Area) within the SCP, specific Actions have been identified in the CBP. The Shire's key areas of service delivery have also been outlined and its contribution to the SCP Objectives and Outcomes.

The Wheatbelt Development Commission is a statutory authority of the Western Australian Government and plays a central role in supporting collaboration and partnerships within our region. The SCP contributes to and aligns with the Wheatbelt Regional Investment Blueprint Roadmap for Growth (WDC 2015) which is noted in the Shire's CBP under each Focus Area.

The alignment of priorities of regional development initiatives provides a greater assessment of need and potentially partnership funding through State and Federal Government.

Importantly, the Corporate Business Plan brings together the Shire's long-term financial, asset and workforce planning into a 4-year action plan to deliver on the SCP.

Considerations when building the Strategic Community Plan

Community aspirations are important but are they realistic? Do they take into account the Shire's resources, staff time, and how much money the Shire realistically has to spend?



The Shire's Key Service Areas (method of delivery) are funded through the Shire's expenditure programs. These programs are defined by regulation and are reported for all Councils in Western Australia through the MyCouncil website (www.mycouncil.wa.gov.au). The revenue and expenditure for each Program for 2021/22 is provided below.

Revenue & Expenditure by Program 2021/22 Budget		
Program	Revenue	Expense
Governance	\$5,000	\$1,547,686
General Purpose Funding	\$10,039,459	\$536,863
Law, Order, Public Safety	\$4,823,169	\$1,611,046
Health	\$55,850	\$655,014
Education & Welfare	\$9,500	\$256,382
Housing	\$112,764	\$86,484
Community Amenities	\$1,921,561	\$3,149,681
Recreation and Culture	\$960,911	\$3,997,105
Transport	\$4,064,137	\$4,030,718
Economic Services	\$1,664,432	\$1,562,148
Other Property Services	\$155,951	\$1,088,411
Total	\$23,812,734	\$18,521,538

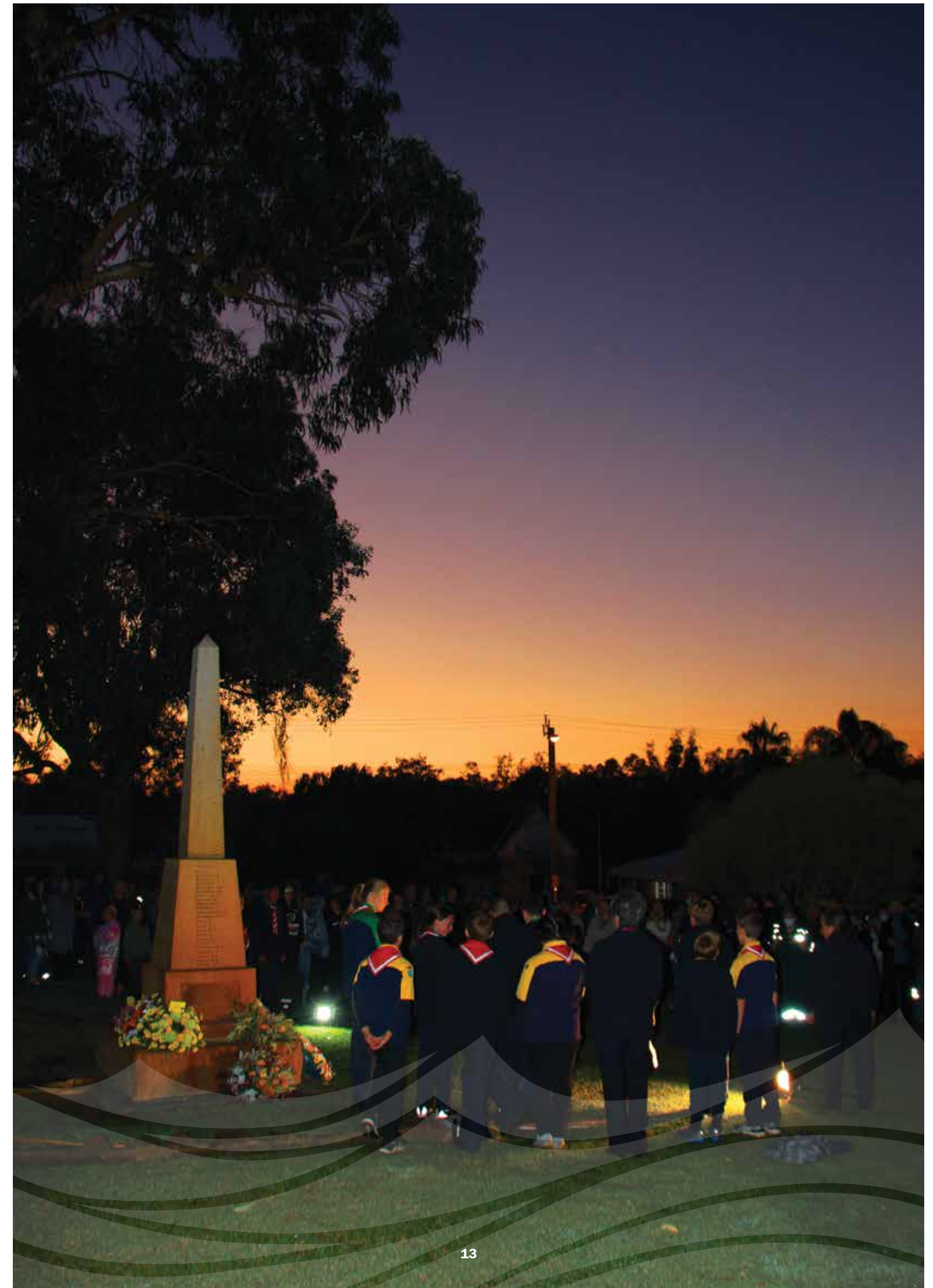
Note: Revenue includes all revenue from Rates, Operating Grants and Non-Operating Grants, Subsidies and Contributions and is based on the Statement of Comprehensive Income adopted in the 2021/22 Budget. Revenue raised under General Purpose funding (Operating Grants and Rates) is used to resource the Shire's diverse range of Services as shown in the budgeted Expense. The difference between Operating Revenue and Operating Expense equates to \$5,291,196 being the Total Comprehensive Income for 2021/22.



KEY AREAS OF SERVICE DELIVERY & RELATIONSHIP TO THE STRATEGIC COMMUNITY PLAN

The Shire's key areas of service delivery aligns to the Strategic Community Plan 2019-2029 Objectives. All Actions within the Corporate Business Plan are aligned to one or more of the areas of service delivery.

Service Area	Lead	Community Wellbeing			Natural Environment		Infrastructure & Development			Economic Development			Governance		
		Outcomes			Outcomes		Outcomes			Outcomes			Outcomes		
		1.1 Inclusive	1.2 Vibrant	1.3 Healthy & Safe	2.1 Conservation	2.2 Sustainable Resource Management	3.1 Development	3.2 Community Infrastructure	3.3 Connectivity & Accessibility	4.1 Tourist Playground	4.2 Food Bowl	4.3 Innovation	5.1 Values	5.2 Service	5.3 Partner
Advocacy	CEO	✓	✓	✓	✓		✓			✓	✓	✓		✓	✓
Building and Planning Permits	R&D						✓								
Caravan Parks (Guilderton & Lancelin)	R&D						✓			✓					
Community & Civic Buildings	ASSTS					✓		✓					✓		
Community Programs	CCS	✓	✓	✓					✓						
Conservation & Environmental Management	OPS/CEO				✓					✓					
Customer Service	CCS													✓	
Drainage	OPS						✓								
Economic Development & Tourism Infrastructure	CEO						✓			✓	✓	✓			
Elected Members Services	CEO												✓	✓	
Environmental Health	R&D			✓			✓					✓			
General Practitioner	CEO			✓											
Gingin Cemetery	CEO						✓							✓	
Governance	CEO												✓		
Human Resources (HR)	CEO												✓		
Integrated Planning and Reporting (IPR)	CEO												✓	✓	
Local Emergency Services	CEO			✓											
Marketing and Communications	CEO	✓	✓											✓	
Parks & Reserves	ASSTS			✓				✓		✓					
Rangers	R&D			✓	✓										
Roads and Paths	OPS							✓	✓				✓		
Seniors Services	CCS	✓		✓				✓							
Seniors Units	CCS	✓													
Shire Events	CCS	✓	✓							✓					
Sport and Recreation Facilities	ASSTS				✓			✓							
Strategic Town Planning	R&D/CEO						✓	✓			✓				
Waste Services	ASSTS			✓		✓									





UNDERSTANDING THE PLAN

How the Plan Works

Projects within the plan include capital projects valued over \$100,000, and operating major programs valued over \$50,000. The first year of the plan (2021/22) details projects from the adopted budget. The projects for the balance of years (2022/23 – 2024/25) are extracted from the Long Term Financial Plan. Projects populated within the plan are listed under the relevant Strategic Community Plan Focus Area. Projects listed for the 2021/22 financial year could include projects from 2020/21 as a carry forward if not completed within that year.

The implementation of major projects and programs are often offset by grant income, reserve funded and/or loan funded. The scheduling of projects off-set by an income source are subject to scheduling changes dependent on what off-sets are available, grant submissions applied for and approved. Any projects subject to grant income will be marked with an asterisk (*) for clarity.

Purpose

The Shire of Gingin exists to provide, facilitate and advocate for services and facilities to improve the quality of life for everyone in the various communities across our Shire.

To fulfill our purpose, we satisfy the following roles:

Advocate

We are a voice for our communities and the broader interests of the Shire of Gingin. We promote local interests in relation to health and safety, youth services, responsible development and more.

Facilitate

We help to make it possible or easier to meet community needs.

Fund

We provide funding assistance to our local community organisations to help them deliver essential community services from events to services, public building improvements and more.

Partner

We form strategic alliances in the interests of the community.

Provide

We directly provide a range of services to meet community needs including town planning services, place activation, events, library facilities, sport and recreation facilities, youth services, lighting of public places, ranger services, roads, paths and trails, environmental management and much more.

Regulate

We regulate compliance with legislation, regulations and local laws related to town planning, animal management, public health, litter, noise pollution, signage, parking, and much more.

OBJECTIVE 1 – COMMUNITY WELLBEING

To support the Shire of Gingin community to be inclusive, vibrant, healthy & safe through the Shire's service delivery.

This Focus Area is aligned with the Clever People growth pillar of the Wheatbelt Blueprint in terms of enhancing participation and achievement, supporting young people to remain in the region and encouraging volunteer support and co-ordination.

SCP OUTCOME 1.1 - INCLUSIVE

Our community has access to a range of community programs, services and initiatives that support wellbeing and inclusion

		2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority	1.1.1	Support ageing in place through the implementation and monitoring of the Age Friendly Community Plan					
ADVOCATE for Senior Services		✓	✓	✓	✓	CCS	Community Programs
PROVIDE support to community/social housing units in Lancelin and Gingin		✓	✓	✓	✓	CCS	Seniors' Housing
FACILITATE acquirement of Gingin Eco Lifestyle Village property (OMP)		\$477,400				CCO	Seniors' Housing
SCP Priority	1.1.2	Encourage programs and facilities that engage and support children and young people to stay in the Shire					
PROVIDE community youth through to seniors through projects, programs and funding opportunities*		✓	✓	✓	✓	CCS	Community Programs
SCP Priority	1.1.4	Implement the Disability Action and Inclusion Plan					
PROVIDE the delivery of the Disability Access and Inclusion Plan		✓	✓	✓	✓	All Areas	All Areas where applicable

SCP OUTCOME 1.2 - VIBRANT

Our community can participate in a range of activities and events that celebrate and promote our unique lifestyle and heritage

		2021/22	2022/23	2023/24	2024/25	Lead	Service Area
FUND	the community through the Shire's the Shire's Funding Assistance Program (OMP)	\$51,000	\$61,000	\$61,000	\$61,000	CCS	Community Programs
FUND	the community through the the Shire's Community Funding Program (OMP)	\$67,537	\$65,000	\$65,000	\$65,000	CCS	Community Programs
SCP Priority	1.2.1	Provide practical support and encouragement for community groups and volunteers					
PROVIDE	practical support for community groups and volunteers.	✓	✓	✓	✓	CCS	Community Programs
SCP Priority	1.2.3	Support and promote local regional events that offer clear economic and social benefits to the community					
PROVIDE	the assessment of existing and new community events in terms of economic and social benefits to the community.	✓				CCS	Community Programs
PARTNER/FACILITATE	to deliver a range of community events (OMP)*	\$92,001	\$60,000	\$60,000	\$60,000	CCS	Shire Events
SCP Priority	1.2.4	Further develop identity and sharing of Shire resources on a sub-regional basis					
PROVIDE/ADVOCATE	and pursue partnerships for the sharing of Shire resources on a sub-regional basis	✓	✓	✓	✓	CEO	Advocacy

SCP Outcome 1.3 - HEALTHY & SAFE						
Our community has access to quality health and community safety programs, services and initiatives that promote resilience						
	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
PROVIDE an Environmental Health Service	✓	✓	✓	✓	R&D	Environmental Health
PROVIDE Local Emergency Services	✓	✓	✓	✓	CEO	Local Emergency Services
PROVIDE Ranger Services	✓	✓	✓	✓	R&D	Ranger Services
PROVIDE Emergency Service Vehicles (CF, OMP)*	\$2,220,000				CEO	Local Emergency Services
PROVIDE fire mitigation works (OMP)*	\$350,000				CEO	Local Emergency Services
PROVIDE the Gingin Emergency Services Facility (CW, CF)*	\$1,901,319				CEO	Local Emergency Services
SCP Priority	1.3.1	Develop improved access to medical services and allied health in each sub regional area				
ADVOCATE for Medical Services	✓	✓	✓	✓	CEO	Advocacy
SCP Priority	1.3.2	Develop and resource an approach to local Public Health Planning and that addresses population and Shire growth				
PROVIDE for the implementation of the Shire's Local Health Plan	✓	✓	✓	✓	R&D	Environmental Health



OBJECTIVE 2 - NATURAL ENVIRONMENT

To develop the Shire's capacity to support the conservation of natural assets and undertake sustainable resource management.

This Focus Area is strongly aligned with the Wheatbelt Blueprint priority actions of planning for the impact of shore line shift, identifying infrastructure for nature based tourism, undertaking integrated water planning and developing innovative alternative energy solutions is evident in this Focus Area.

SCP Outcome 2.1 - CONSERVATION						
The Shire's ecological services and natural assets are respected and enhanced						
	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
PROVIDE improvements for the management of off-road vehicles to to protect natural areas, resources and public safety	✓	✓	✓	✓	R&D	Ranger Services
SCP Priority	2.1.1	Develop a Coastal Management Policy and implement a Coastal Management Plan to protect and enhance our coast				
PROVIDE for the development of a Coastal Hazard Risk Management Adaptation Plan and Inundation Study to protect and enhance our coast (OMP CF)*	\$128,568				CEO	Cons. & Env. Man.
PROVIDE for the development of a Coastal Management Strategy (OMP)*	\$153,000				CEO	Cons. & Env. Man.
PROVIDE Coastal Protection Works and Erosion Control, i.e. sand renourishment (OMP)*	\$62,000	\$63,116	\$64,378	\$65,795	CEO	Cons. & Env. Man.
FUND (with consideration) a permanent Coastal Projects Officer 0.4 FTE for inclusion in the Workforce Plan	✓				CEO	Cons. & Env. Man.
PROVIDE for the development of a Coastal Management Policy to protect and enhance our coast	✓				CEO	Cons. & Env. Man.
PROVIDE for the implementation of a Coastal Management Plan to protect and enhance our coast	✓	✓	✓	✓	CEO	Cons. & Env. Man.
SCP Priority	2.1.3	Advocate to ensure the Shire is not disadvantaged by environmental offsets from urban areas				
ADVOCATE to ensure the Shire is not disadvantaged by environmental offsets from urban areas	✓	✓	✓	✓	R&D	Cons. & Env. Man.

SCP Outcome 2.2 - SUSTAINABLE RESOURCE MANAGEMENT						
The Shire practices sustainable resource management within its operations and supports the community to do the same.						
	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority	2.2.1	Maintain quality waste services that support the Western Australian Waste Strategy				
PROVIDE delivery of the Shire's Waste Services	✓	✓	✓	✓	R&D	Cons. & Env. Man.
PROVIDE for the delivery of a Waste Management Plan (CF)	\$50,000				R&D	Cons. & Env. Man.





OBJECTIVE 3 - INFRASTRUCTURE AND DEVELOPMENT

To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner.

The Infrastructure and Development Focus Area mirrors the emphasis on implementing growth plans in sub-regional areas and integrating sub-regional services in the Connected Communities growth pillar of the Wheatbelt Blueprint.

SCP OUTCOME 3.1 – DEVELOPMENT

New and existing developments meet the Shire’s Strategic Objectives and Outcomes

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
PROVIDE/REGULATE Building Permits	✓	✓	✓	✓	R&D	Building Permits
PROVIDE/REGULATE Planning Permits	✓	✓	✓	✓	R&D	Building Permits
PROVIDE drainage construction including renewal of drainage infrastructure across the Shire	\$60,000	\$111,500	\$114,288	\$117,145	OPS	Drainage
PROVIDE drainage works for the Granville Park Dam System (CW, CF)	\$25,000	\$500,000			R&D	Drainage
SCP Priority	3.1.1	Support strategies that facilitate commercial development				
PROVIDE/REGULATE Planning Permits to support and facilitate commercial development consistent with the Shire’s Objectives	✓	✓	✓	✓	R&D	Strategic Town Planning
PROVIDE/REGULATE a review of the Shire’s Local Planning Strategy (OMP, CF)	\$50,000			\$25,000	R&D	Strategic Town Planning
SCP Priority	3.1.2	Support strategies that facilitate greater investment in housing and housing diversity				
ADVOCATE for strategies that facilitate greater investment in housing and housing diversity	✓	✓	✓	✓	R&D	Strategic Town Planning
SCP Priority	3.1.3	Continue to invest in the Guilderton Caravan Park upgrades				
PROVIDE a replacement setup for the Guilderton Caravan Park’s waste water including design and construction (CW, CF)	\$100,000	\$300,000			R&D	Strategic Town Planning



SCP OUTCOME 3.2 – COMMUNITY INFRASTRUCTURE

The Shire provides fit for purpose community infrastructure in a financially responsible manner

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
PROVIDE annual building renewal for the Shire's Assets (costs estimated) (OMP)	\$202,047	\$300,000	\$315,000	\$322,875	OPS	Community & Civic Buildings
SCP Priority 3.2.1 Develop and plan community infrastructure to improve use and financial sustainability						
PROVIDE development and planning for community infrastructure to improve use and financial sustainability	✓	✓	✓	✓	OPS	Community & Civic Buildings
SCP Priority 3.2.2 Improve the provision of age-friendly infrastructure for all, including Disability Access and Inclusion Planning						
PROVIDE the implementation of the Age Friendly Communities Report within existing resources and facilities	✓	✓	✓	✓	OPS	Community & Civic Buildings

SCP OUTCOME 3.3 – CONNECTIVITY AND ACCESSIBILITY

The Shire's community and infrastructure supports connectivity and accessibility

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority 3.3.1 Undertake and implement effective integrated transport network planning						
PROVIDE a review of the road hierarchy plan	✓		✓		OPS	Roads & Paths
SCP Priority 3.3.2 Continue the focus on upgrading existing roads, verges, streetscapes and trails						
PROVIDE the Shire's 10 Year Bridge maintenance Program (repairs and inspection) (OMP)	\$88,722	\$50,088	\$44,067	\$36,411	OPS	Roads & Paths
PROVIDE an upgrade of Weld Street Bridge (Gingin) (CW)		\$1,350,000			OPS	Roads & Paths
PROVIDE the Shire's Annual Road Program (CW)*	\$5,887,795	\$2,885,000	\$2,957,125	\$3,121,053	OPS	Roads & Paths
PROVIDE and maintain the Shire's pathways expansion/renewal/upgrade (CW, CF)	\$200,000	\$100,000	\$102,500	\$105,063	OPS	Roads & Paths
FUND Western Power street lighting (whole Shire) (OMP)	\$112,855	\$115,676	\$118,568	\$121,532	OPS	Roads & Paths
SCP Priority 3.3.3 Advocate for appropriate road networks to support increased agri-business and extractive enterprises such as lime, sand and gravel						
ADVOCATE for appropriate road networks to support increased agri-business and extractive enterprises such as lime, sand and gravel	✓	✓	✓	✓	CEO	Roads & Paths
SCP Priority 3.3.4 Investigate partnerships for the provision of community assisted transport						
PARTNER for the provision of community assisted transport	✓	✓	✓	✓	CCS	Community Programs



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OBJECTIVE 4 - ECONOMIC DEVELOPMENT

To support economic development through the Shire's service delivery.

This Focus Area aligns with the emphasis on industry development, business development and key infrastructure to enhance access to markets and services contained in the Vibrant Economy growth pillar of the *Wheatbelt Blueprint*.

SCP OUTCOME 4.1 – TOURIST PLAYGROUND

An internationally acclaimed tourist playground

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority 4.1.1 Support the development of the Shire of Gingin as a premier destination in alignment with the Northern Growth Alliance Tourism Strategy						
PROVIDE for the actioning and budgeting of the recommendations from the Northern Growth Alliance Tourism Strategy	✓	✓	✓	✓	CEO	Economic Dev. & Tourism Infr.
PROVIDE for the replacement of the Moore River Boardwalk in Guilderton (CW, CF)*		\$250,000			OPS	Economic Dev. & Tourism Infr.
PROVIDE the development and upgrade of the Guilderton Foreshore (CW)	\$50,000	\$250,000	\$340,000	\$30,000	OPS	Economic Dev. & Tourism Infr.
PROVIDE the development of a Playground on the Guilderton Foreshore (CW)				\$162,000	OPS	Economic Dev. & Tourism Infr.
PROVIDE Stage 2 of the Lancelin Skate Park/BMX Track upgrade (CW)		\$270,000			OPS	Economic Dev. & Tourism Infr.
PROVIDE for the Foreshore Redevelopment of the Cunliffe Street Carpark, Lancelin (CW/CF)*	\$500,000				CEO	Economic Dev. & Tourism Infr.
SCP Priority 4.1.2 Advocate for the proposed Marina at Ledge Point and actively seek continued political support						
ADVOCATE for the proposed Ledge Point Recreational Boat Launching Facility (Marina) and actively seek continued political support.	✓	✓	✓	✓	CEO	Economic Dev. & Tourism Infr.

SCP OUTCOME 4.2 – FOOD BOWL

A strategically significant agricultural hub to the Perth Metropolitan Area

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority 4.2.2 Ongoing advocacy for Agri-industry and Seafood Processing						
ADVOCATE for ongoing support for Agri-industry and Seafood processing	✓				CEO	Economic Dev. & Tourism Infr.
SCP Priority 4.2.3 Continue to Advocate the Department of Water for water allocation issues on behalf of key stakeholders						
ADVOCATE to the Department of Water for water allocation issues on behalf of key stakeholders	✓	✓	✓	✓	CEO	Cons. & Env. Man.

SCP OUTCOME 4.3 – INNOVATION

Innovation is the foundation of economic growth across the Shire

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority 4.3.2 Promote and advocate Local Economic Development Support programs and initiatives						
PROVIDE support to Community Resource Centres and the Lancelin Chamber of Commerce to deliver education and training to support local economic development	✓	✓	✓	✓	CEO	Economic Dev. & Tourism Infr.
SCP Priority 4.3.3 Advocate for improved access to telecommunications infrastructure						
ADVOCATE for telecommunications access	✓	✓	✓	✓	CEO	Advocacy

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OBJECTIVE 5 - GOVERNANCE

To demonstrate effective leadership, governance and advocacy on behalf of community.

The *Wheatbelt Blueprint* focus on Effective Partnerships is based on the same foundations of leadership, governance and advocacy in the Strategic Community Plan.

SCP OUTCOME 5.1 – VALUES Our Organisational/Business Values are demonstrated in all that we do						
	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
REGULATE compliance with the Annual Audit	✓	✓	✓	✓	CEO	Governance
REGULATE periodic reviews of Council Policies and Local Laws – service activity	✓	✓	✓	✓	CEO	Governance
SCP Priority	5.1.1	Develop the skills and capabilities of our Elected Members and Staff				
REGULATE Elected Members training and development	✓	✓	✓	✓	CEO	Governance
PROVIDE TRACK Leadership to the organisation via the Executive Management Team	✓	✓	✓	✓	CEO	Governance
PROVIDE opportunities for staff training and development	✓	✓	✓	✓	CEO	Governance
SCP Priority	5.1.2	Increase the focus on future financial sustainability, to cater for anticipated growth				
REGULATE an annual review and quarterly reporting of the Shire's Corporate Business Plan	✓	✓	✓	✓	CEO	Int. Planning & Reporting
REGULATE an annual review of the Shire's Workforce Plan	✓	✓	✓	✓	CEO	Int. Planning & Reporting
REGULATE a biennial review of the Shire's Strategic Community Plan	✓		✓		CEO	Int. Planning & Reporting
FUND (with consideration in 2022/23) 0.6 x FTE Child Safety & Public Health Officer	✓				CEO	Human Resources
FUND (with consideration in 2022/23) a 0.6 x FTE Tourism & Economic Development Officer	✓				CEO	Human Resources
FUND (with consideration in 2022/23) an additional 0.4 x FTE Communications & Marketing Officer	✓				CEO	Human Resources
FUND (with consideration in 2022/23) an additional 1 x FTE Compliance Officer (50/50 Building & Planning)	✓				CEO	Human Resources
PROVIDE the Shire's Plant Replacement Program (OMP, CF)	\$724,825	\$1,514,000	\$1,236,000	\$970,000	CEO	Int. Planning & Reporting



SCP OUTCOME 5.2 – SERVICE

The Shire provides customer focused service delivery

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
PROVIDE Customer Service to rate payers and the public in alignment with the Shire's Customer Service Charter	✓	✓	✓	✓	All	Governance
PROVIDE a Human Resources service to the organisation in alignment with the Shire's TRACK program	✓	✓	✓	✓	CEO	Human Resources
PROVIDE the development and implementation of an ongoing program for Service Planning and Reviews	✓	✓	✓	✓	CEO	Int. Planning & Reporting
PROVIDE an Employee Recognition Program	✓	✓	✓	✓	CEO	Human Resources
SCP Priority	5.2.2	Utilise new technologies to reduce cost and improve service delivery				
PROVIDE the implementation of an Information Communication Technology Strategic Plan	✓	✓	✓	✓	CCS	Information Technology
FUND the acquirement of an ITV Platinum Service Support subscription (OMP)	\$115,000	\$117,070	\$119,411	\$122,038	CCS	Information Technology
FUND a core IT software replacement			\$200,000		CCS	Information Technology

SCP OUTCOME 5.3 – PARTNER

The Shire works productively with a range of partners to deliver better outcomes for the community

	2021/22	2022/23	2023/24	2024/25	Lead	Service Area
SCP Priority	5.3.1	Formalise and strengthen the advocacy process of the Shire				
PARTNER with the Shires of Chittering and Dandaragan as part of the Northern Growth Alliance to work on regional projects	✓	✓	✓	✓	CEO	Advocacy
SCP Priority	5.3.2	Encourage the Water Advisory Group to work collaboratively with stakeholders to address priority water issues				
ADVOCATE to encourage the Water Advisory Group to work collaboratively with stakeholders to address priority water issues	✓	✓	✓	✓	CEO	Advocacy





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11.2 PROPOSED GRANT APPLICATION - MANAGING COASTAL IMPACTS OF VEHICLES NORTH OF PERTH

File	ENV/17
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	Nil
Appendices	1. Managing impacts of ORV RRFDs workplan [11.2.1 - 11 pages] 2. TCMG sign locations [11.2.2 - 2 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider becoming a party (including financial contribution) to a joint grant application seeking funding to address uncontrolled vehicle access to coastal areas in the Shires of Gingin, Dandaragan and Coorow.

BACKGROUND

The coastline that lies within the boundaries of the Shires of Gingin, Dandaragan and Coorow is being significantly impacted by vehicles driving along the coast and entering the dune areas.

Councillor Johnson and the CEO recently participated in a workshop facilitated by the Northern Agricultural Catchments Council (NACC), at which a number of other local governments and agencies were represented. At the workshop, a proposal was put forward that the Shires of Gingin, Dandaragan and Coorow make a joint application under the State Government's Community Stewardship Program, seeking funding for the employment of a Project Coordinator to undertake the preparation of a master plan to address the management of vehicle access to coastal areas within all three local governments.

COMMENT

The Shire of Gingin has large areas of coastline that can be accessed by vehicles in an uncontrolled manner. Increasingly, this uncontrolled access, together with resulting pedestrian numbers, is having a negative impact on sensitive dunal areas.

The proposed grant application, which has been prepared with the assistance of NACC, has been summarised as follows:

Coastal environments are being heavily impacted by unmanaged access by both off-road vehicles and road-registered four-wheel drives. This problem has increased markedly with increased expendable income and COVID travel restrictions. This project will support a fulltime project coordinator, employed and shared by three LGAs north of Perth, to undertake critical, comprehensive stakeholder engagement and develop a Masterplan to guide effective future investment in vehicle management on the coast. The coordinator will then oversee development and distribution of educational material in the form of site-specific signage, brochures and electronic media, based on existing successful programs elsewhere.

Attached is the Workplan prepared by NACC (**Appendix 11.2.1**) and an example of signage from a similar project located south of the river (**Appendix 11.2.2**).

It is proposed that each of the local governments involved will commit to a cash contribution of \$12,000 per annum for two years, together with minor in-kind works. The total budget for the project is estimated at \$160,000 per annum including local government and State Natural Resource Management Program contributions, and other agency inputs.

It should be noted that the Shire of Dandaragan has nominated to be the host of the project and the Project Coordinator.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Budget implications for the Shire of Gingin is \$12,000 per annum for two years with other minor additional costs and in-kind support (particularly in terms of Officer time).

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	1. Attractions & Economy - Actively Pursue Tourism and Economic Development
Strategic Objective	1.1 Investment Attraction - Foster relationships with key stakeholders to attract tourism/economic development initiatives that will contribute to the Shire's economy
Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.2 Preservation & Management of Endangered Habitat & Coastal Reserves - Sustainable policy/actions supporting preservation activities

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis

SECONDED: Councillor Balcombe

That Council agree to:

1. Participate in the “Managing Coastal Impacts of Vehicles North of Perth” project together with the Shires of Dandaragan and Coorow; and
2. Allocate \$12,000 in the 2022/23 and 2023/24 annual budgets as the Shire of Gingin’s contribution towards this project.

CARRIED UNANIMOUSLY

9 / 0

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

AGAINST: *Nil*

Community Stewardship Grants Workplan 2022 Template

Instructions

1. Workplan pages:	All project applications must use a separate page (also known as a worksheet or tab - see bottom of screen) for each calendar year of the project. For example, if the project commences on 15 February, 2023 and spans 30 months, the workplan should be split across three pages (one each for 2023, 2024 and 2025). The yearly grant request, co-contribution, and project totals will automatically calculate on the TOTALS page/tab. <i>DO NOT add new columns to the workplan. See below for how to add new rows for activities, resources or contributions.</i>
2. Project activities:	<u>Separate your project into its main activities</u> (a list of eligible activity types is provided in the 2022 Guidelines): Describe the activity in detail (Column B) then input estimated start and finish dates for that activity (Columns C and D). Keep your activities in chronological order, wherever possible. Project administration (overhead) and coordination costs/on-costs (salaries) must be separate to other project activities if funding for these is being requested. The assessment panel needs to see the total salary request and administration request in each year to be able to assess value for money. Be transparent about how the grant funds will be expended; more detail is better than less. <i>If you require more rows to input all of your activities, please use 'Insert Sheet Rows' to insert the new rows then copy the same number of rows of a blank (unused) Activity section and paste over the new rows to add the formatting of the automated calculations.</i>
3. Resources (inputs):	<u>For each main activity:</u> Describe the required labour, materials, equipment, travel, consultant, catering or other resources required for each activity (Column E). Be specific - this is where you justify what each grant funded expense is for; the assessment panel uses this information to assess value for money. Input the value of each resource on a per/unit basis (Column F) and input how many units you will need for the activity (Column G). The total cost will calculate automatically in Column H. <i>If you require more rows to input all of your resources, please use 'Insert Sheet Rows' to insert the new rows then copy the same number of rows of a blank (unused) Activity section and paste over the new rows to add the formatting of the automated calculations.</i>

4. Contributions (excluding GST):	<u>For each resource:</u> List who will be funding or providing that resource (Column I). Usually this will be either the State NRM grant or a project partner that is providing a co-contribution. Then provide the value (ex GST) of the co-contribution (Column J) or the value of the State NRM grant requested (ex GST) for that resource (Column K). The total State NRM grant request for each activity will calculate automatically in Column L. <i>You may like to add additional rows if there are multiple groups making co-contributions to one type of resource. If you require more rows, please use 'Insert Sheet Rows' to insert the new rows then copy the same number of rows of a blank (unused) Activity section and paste over the new rows to add the formatting of the automated calculations.</i>
5. Measures (outputs):	<u>For each activity:</u> Describe what is actually being delivered by each activity; the outputs or deliverables (Column M). You can describe more than one measure for each activity. Then input how you will measure what is achieved (Column N), followed by the number you plan to achieve (Column O). <i>See the 2022 Guidelines and the link provided in the application form for more information on Activities, Measures and Evidence.</i>
Example:	<i>See the Worked Example page for an example workplan for the first year of a large project.</i> <i>Some of this information was copied with permission from a successful project application workplan and shows the level of detail needed to be competitive.</i>
Remember:	<i>The information provided in the project workplan will inform the assessment of your grant application - be specific to describe and justify what each expense is for.</i> <i>The workplan will also provide the basis for the grant funding agreement project schedule (as part of the contract) if your project is offered funding.</i>
Contact:	<i>Please contact the State NRM Office team on (08) 6552 2158 if you have any queries or would like assistance.</i>

Community Stewardship Grants Workplan

Year: 2023

Activities				Resources (inputs)				Contributions			Grant request tally	Activity measure (deliverable)													
No.	Activity Description Describe what you plan to do; detail can be included. Add more rows as required.	Start date (MM / YY)	Finish date (MM / YY)	Resource description Describe each resource needed for the activity, e.g. labour, equipment, materials, transport, consultant	Cost of resource (\$ per unit, ex GST)	No. of units required	Total cost (\$ per activity, ex GST)	Who will fund or provide the resource? You may use multiple rows if there are multiple contributors.	Co-contribution (\$ ex GST)	State NRM grant request (\$ ex GST)	[Auto calculations for the State NRM grant request per activity]	What will be delivered? How will you measure what is achieved?	Unit of measure (e.g ha, km, no. of people)	Quantity to be delivered.											
1	Employment of a full-time coordinator - 2 year contract	Jan-23	Dec-23	Coordination services required for project - Level 9.1 (Local Government Officers Award)	\$72,000.00	1.00	\$72,000.00	State NRM		72,000		Project coordinator	No. people	1.0											
		Jan-23	Dec-23	Employment oncosts @50% of salary shared across three LGAs	\$36,000.00	1.00	\$36,000.00	Shires of Gingin, Dandaragan and Coorow	36,000																
		Jan-23	Dec-23	Advertising/communications/contract (days)	\$300.00	4.00	\$1,200.00	Shires of Gingin, Dandaragan and Coorow	1,200																
		Jan-23	Dec-23	Selection panel (days), 4 panelists @ 2 days	\$300.00	8.00	\$2,400.00	Shires of Gingin, Dandaragan and Coorow, NACC NRM	2,400																
		Jan-23	Dec-23	Project steering group (from existing Turquoise Coast Management Group - 10 members @ 4 meetings @ 3hr per meeting (incl travel)	\$60.00	120.00	\$7,200.00	LGAs, DBCA, Trackcare, community reps.	7,200																
(Don't delete the tally row)							\$118,800.00			\$72,000															
2	Stakeholder engagement Strategy	Jan-23	Apr-23	Stakeholder input to strategy development, initial engagement and review of draft (hours) - 20 manager stakeholders @ 3 hr each	\$60.00	60.00	\$3,600.00	Stakeholders - local/state govt managers (LGAs, DBCA, DPLH, DLGSCI), conservation agencies, Aboriginal groups, industry representatives	3,600			Stakeholder engagement strategy	Document	1.0											
		Jan-23	Apr-23	Stakeholder input to strategy development, initial engagement and review of draft (hours) - 50 community stakeholders @ 2 hr each - rate from Volunteering WA	\$48.00	100.00	\$4,800.00	Stakeholders - community group representatives, ORV/RRFD user representatives, local business representatives	4,800																
					\$0.00 \$0.00 \$0.00																				
(Don't delete the tally row)							\$8,400.00			\$0															
3	Masterplan development	Apr-23	Dec-23	Stakeholder consultation - input on Masterplan - 20 manager stakeholders @ 6 hr each	\$60.00	120.00	\$7,200.00	Stakeholders - local/state govt managers (LGAs, DBCA, DPLH, DLGSCI), conservation agencies, Aboriginal groups, industry representatives	7,200			Masterplan	Document	1.0											
		Apr-23	Dec-23	Stakeholder consultation - input on Masterplan - 200 community stakeholders @ average 2 hours each (workshops, attending group meetings, individual meetings, electronic survey)	\$48.00	400.00	\$19,200.00	Stakeholders - local community, ORV/RRFD users, local business owners	19,200																
		Apr-23	Dec-23	Workshop catering - 8 workshops @ \$200 per workshop	\$200.00	8.00	\$1,600.00	State NRM		1,600															
		Apr-23	Dec-23	Workshop venues - 8 venues @ \$200/venue	\$200.00	8.00	\$1,600.00	LGAs	1,600																
(Don't delete the tally row)							\$29,600.00			\$1,600															
4	Administration	Jan-23	Dec-23	Project administration - general travel (not included in oncosts - 5000km	\$0.72	5000.00	\$3,600.00 \$0.00 \$0.00 \$0.00 \$0.00	State NRM		3,600															
							(Don't delete the tally row)							\$3,600.00			\$3,600								
5							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00																		
							(Don't delete the tally row)							\$0.00			\$0								
							6						\$0.00 \$0.00 \$0.00 \$0.00 \$0.00												
													(Don't delete the tally row)							\$0.00			\$0		
													7						\$0.00 \$0.00						

							\$0.00							
							\$0.00							
							\$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
8							\$0.00							
							\$0.00							
							\$0.00							
							\$0.00							
							\$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
								Sub-Total	\$83,200	\$77,200				
								Annual project total	\$160,400					

Community Stewardship Grants Workplan

Year: 2024

Activities				Resources (inputs)				Contributions			Grant request tally	Activity measure (deliverable)							
No.	Activity Description Describe what you plan to do; detail can be included. Add more rows as required.	Start date (MM / YY)	Finish date (MM / YY)	Resource description Describe each resource needed for the activity, e.g. labour, equipment, materials, transport, consultant	Cost of resource (\$ per unit, ex GST)	No. of units required	Total cost (\$ per activity, ex GST)	Who will fund or provide the resource? You may use multiple rows if there are multiple contributors.	Co-contribution (\$ ex GST)	State NRM grant request (\$ ex GST)	[Auto calculations for the State NRM grant request per activity]	What will be delivered? How will you measure what is achieved?	Unit of measure (e.g ha, km, no. of people)	Quantity to be delivered.					
1	Employment of a full-time coordinator - 2 year contract	Jan-24	Dec-24	Coordination services required for project - Level 9.2 (Local Government Officers Award)	\$73,000.00	1.00	\$73,000.00	State NRM		73,000		Project coordinator	No. people	1.0					
		Jan-24	Dec-24	Employment oncosts @50% of salary shared across three LGAs	\$36,500.00	1.00	\$36,500.00	Shires of Gingin, Dandaragan and Coorow	36,500										
		Jan-24	Jun-24	Project steering group (from existing Turquoise Coast Management Group - 10 members @ 4 meetings @ 3hr per meeting (incl travel)	\$60.00	120.00	\$7,200.00	LGAs, DBCA, Trackcare, community reps.	7,200										
							\$0.00 \$0.00												
	(Don't delete the tally row)							\$116,700.00				\$73,000							
2	Education material development	Jan-24	Jun-24	IP on Code off-road material from SCNRM	\$10,000.00	1.00	\$10,000.00	SCNRM	10,000		.	Education sign template	No. documents	1.0					
		Jan-24	Jun-24	IP on existing ORV/RRFD management material developed by project partners	\$10,000.00	1.00	\$10,000.00	NACC NRM, DBCA, LGAs, Trackcare	10,000			Education brochure template	No. documents	1.0					
		Jan-24	Jun-24	Stakeholder engagement - material review and comment - 70 stakeholders @1 hr each	\$50.00	70.00	\$3,500.00	All stakeholders	3,500										
							\$0.00												
	(Don't delete the tally row)							\$23,500.00				\$0							
3	Sign production and installation	Jun-24	Dec-24	Production of 30 site-specific customised signs - quote	\$30,000.00	1.00	\$30,000.00	State NRM		30,000		Education signs installed	No. signs	30.0					
		Jun-24	Dec-24	Installation of customised signs at Masterplan locations- 30 signs @ \$300 per sign (travel, posts and labour)	\$300.00	30.00	\$9,000.00	Shires of Gingin, Dandaragan and Coorow	9,000										
							\$0.00 \$0.00 \$0.00												
		(Don't delete the tally row)							\$39,000.00				\$30,000						
	4	Brochure production and distribution	Jun-24	Dec-24	Production of 50,000 DL brochures customised for each LGA - quote	\$3,000.00	1.00	\$3,000.00	State NRM		3,000		Education brochures produced	No. brochures	50000.0				
Jun-24			Dec-24	Bulk distribution of brochures according to Distribution Strategy - LGA offices, local businesses, DBCA offices, Trackcare, Aboriginal groups, community groups - 10 hr per LGA	\$60.00	30.00	\$1,800.00	Shires of Gingin, Dandaragan and Coorow	1,800			Brochure Distribution strategy	No. documents	1.0					
Jun-24			Dec-24	Distribution of brochures to ORV/RRFD users - LGA and DBCA rangers, Aboriginal groups, Trackcare, community groups - 20 groups @ 2 hr each	\$50.00	40.00	\$2,000.00	LGA and DBCA rangers, Aboriginal groups, Trackcare, community groups	2,000										
Jun-24			Dec-24	Upload of brochures on websites - 3 LGAs @ 3 hr each	\$60.00	9.00	\$540.00	Shires of Gingin, Dandaragan and Coorow	540			Brouchure uploads	No. uploads	3.0					
(Don't delete the tally row)							\$0.00 \$7,340.00				\$3,000								
5	Administration	Jan-24	Dec-24	Project administration - general travel (not included in oncosts - 5000km	\$0.72	5000.00	\$3,600.00	State NRM		3,600									
							\$0.00 \$0.00 \$0.00 \$0.00												
							\$3,600.00				\$3,600								
							(Don't delete the tally row)												
	6							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00											
(Don't delete the tally row)																			
7								\$0.00 \$0.00 \$0.00 \$0.00 \$0.00											
	(Don't delete the tally row)																		

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 11.2.1

[illegible]

Community Stewardship Grants Workplan

Year: 2025

Year: 2025				Resources (inputs)				Contributions			Grant request tally	Activity measure (deliverable)		
No.	Activity Description Describe what you plan to do; detail can be included. Add more rows as required.	Start date (MM / YY)	Finish date (MM / YY)	Resource description Describe each resource needed for the activity, e.g. labour, equipment, materials, transport, consultant	Cost of resource (\$ per unit, ex GST)	No. of units required	Total cost (\$ per activity, ex GST)	Who will fund or provide the resource? You may use multiple rows if there are multiple contributors.	Co-contribution (\$ ex GST)	State NRM grant request (\$ ex GST)	[Auto calculations for the State NRM grant request per activity]	What will be delivered? How will you measure what is achieved?	Unit of measure (e.g ha, km, no. of people)	Quantity to be delivered.
1							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
2							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
3							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
4							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
5							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
6							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
7							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
8							\$0.00 \$0.00 \$0.00 \$0.00 \$0.00							
	(Don't delete the tally row)						\$0.00				\$0			
									Sub-Total	\$0	\$0			
									Annual project total		\$0			

Community Stewardship Grants Workplan

Years: 2023 - 2025

Project Budget Totals			
Year	State NRM request	Co-contributions	Total value
Year: 2023	\$77,200	\$83,200	\$160,400
Year: 2024	\$109,600	\$80,540	\$190,140
Year: 2025	\$0	\$0	\$0
Totals	\$186,800	\$163,740	\$350,540

*Maximum administration request is 10% of the project budget for all **other** activities
i.e. **exclude** the administration request from your total and divide by 10 to calculate.*

Community Stewardship Grants Workplan

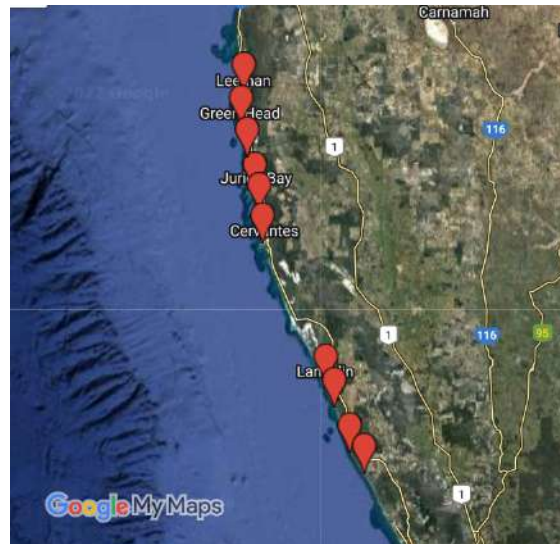
This is an example workplan for the first year of a large project.
Some of this information was copied with permission from a successful project application workplan and shows the level of detail needed to be competitive.

Activities				Resources (inputs)				Contributions			Grant request tally	Activity measure (deliverable)		
No.	Activity Description Describe what you plan to do; detail can be included. Add more rows as required.	Start date (MM / YY)	Finish date (MM / YY)	Resource description Describe each resource needed for the activity, e.g. labour, equipment, materials, transport, consultant	Cost of resource (\$ per unit, ex GST)	No. of units required	Total cost (\$ per activity, ex GST)	Who will fund or provide the resource? You may use multiple rows if there are multiple contributors.	Co-contribution (\$ ex GST)	State NRM grant request (\$ ex GST)	[Auto calculations for the State NRM grant request per activity]	What will be delivered? How will you measure what is achieved?	Unit of measure (e.g ha, km, no. of people)	Quantity to be delivered.
1	Project Administration & Overheads: Insurances, office costs, vehicle costs, consumables (NB. Administration maximum is 10% of total State NRM grant requested activity budget for all other activities - i.e. don't include the administration costs when calculating)	Jan-23	Dec-23	Project related insurances (\$450 per annum) Project Administration - Consumables (\$1200 per annum x 0.4FTE) Project Administration - Office Costs (\$6,400 annual hire rate of office use x 0.4FTE) Project Administration - Vehicle Usage and Fuel for regular project activities i.e. meetings, site/stakeholder visits etc (\$8,000 x 0.4FTE) Applicant Org communication network, payroll, finance, support services (1 day per week)	\$450.00 \$1,200.00 \$6,400.00 \$8,000.00 \$90,000.00	1.00 0.40 0.40 0.40 0.20	\$450.00 \$480.00 \$2,560.00 \$3,200.00 \$18,000.00	Applicant Org Applicant Org State NRM State NRM 50%, Applicant Org 50% Applicant Org	\$450 \$480 \$1,600 \$18,000	\$2,560 \$1,600	 \$4,160	N/A		
(Don't delete the tally row)							\$24,690.00							
2	Project Coordination and Management: Coordinate and conduct all project activities. Assistance to develop, plan and conduct extension including supporting consultant with landholder liasion and access to regional information. Conducting all general communications and promotional activities including promotions, communicating the outcomes, media extension and community involvement. (NB. Salary request maximum is \$90,000 pa and 1.0 FTE; On-costs request maximum is 20% of salary)	Jan-23	Dec-23	Project Coordinator Salary @ \$80,000 per annum (2 days per week - 0.4 FTE) Project Coordinator Salary on-costs (20% of salary expenses)	\$80,000.00 \$6,400.00	0.40 1.00	\$32,000.00 \$6,400.00	State NRM State NRM	 \$6,400	\$32,000 \$6,400	 \$38,400	Project Coordinator employed at 0.4 FTE - contract document and annual timesheet extract	Documents	2.0
(Don't delete the tally row)							\$38,400.00							
3	Catchment review and Management Plan: A catchment-level review of the current hydrological landscape will be undertaken in 2023 by an experienced consultant and supported by DPIRD hydrology researchers and Partner Org expert. The review will focus on understanding the Salinity extent, risks, management practices, implications, and current knowledge levels of landholders. The review will involve a desktop study, alongside site visits to four landholders to understand and view their saline effected areas, and areas soon to be at risk. Where possible, sites will be aligned with historical sites where data has been collected previously to understand change in salinity over time. Insights will also be collected around the landholders' current attitudes and knowledge towards managing salinity. A particular focus will be on understanding the generational knowledge gap of younger landholders as they haven't had the same exposure to extension materials delivered 15-20 years ago. A catchment review report and a management plan for the four sites will be the key outputs delivered in 2023. Basic baseline data will be collected at these four sites to support the catchment review. Data will include EC and EM testing, and indicator species mapping.	Jan-23	Dec-23	Landscape Ecologist - contract services for 12 months. Services includes labour, expertise and travel for desktop review, data collection, site visits, survey and landholder interviews (see itemised quote) Soil testing - four samples to 1m depth at each demonstration site (see quote) DPIRD Hydrologist - in kind services providing technical advice and guidance to project team and linkages to past research (1 day per fortnight - 0.10 FTE) (see letter of commitment) Partner Org expert services (1 day per fortnight - 0.10 FTE) (see letter of commitment)	\$36,290.00 \$1,750.00 \$95,000.00 \$94,000.00	1.00 4.00 0.10 0.10	\$36,290.00 \$7,000.00 \$9,500.00 \$9,400.00	State NRM DPIRD In-Kind Partner Org	 \$9,500 \$9,400	\$36,290 \$7,000	 \$43,290	Salinity Catchment Review Report and Management Plan Report Data analysed to understand soil quality, particularly EC. Data presented in Catchment report and case studies.	Reports	2.0
(Don't delete the tally row)							\$62,190.00							

4	Salinity Masterclass Workshop: Conduct a two-day intensive workshop with support from Partner Org through their Masterclass program This leverages off the recent funding Partner Org received through State NRM, utilising the extensive work done in this niche field and applying the concepts developed to the Applicant Org region and landscape By using an existing workshop format, we will be ensuring value for money for all participants, State NRM and not 'reinventing the wheel'.	Feb-23	May-23	Venue Hire at Applicant Org Facility x2 days Catering - \$25 per person per day Partner Org expert services - 2 days, \$500 per day (see quote) Applicant Org support staff and services for workshop delivery Participant time including travel - \$50 per hour	\$250.00 \$50.00 \$500.00 \$50.00 \$850.00	2.00 20.00 2.00 25.00 20.00	\$500.00 \$1,000.00 \$1,000.00 \$1,250.00 \$17,000.00	Applicant Org State NRM State NRM Applicant Org Participant in-kind	\$500 \$1,000 \$1,000 \$1,250 \$17,000		\$2,000	Masterclass delivered and fully subscribed - registration list and photos	Participants	20.0
(Don't delete the tally row)														
5	Salinity Remediation: Soil and habitat improvement with salt tolerant native species in remnant areas together with fencing for stock exclusion on four demonstration sites. Incorporates volunteer and local community engagement with community planting days on site to broaden awareness. (NB. Project specific travel at cost up to a maximum of 72c per km)	Jul-23	Oct-23	Purchase endemic salt tolerant native seedlings - \$1.60ea x 3,200 stems (see species list and quote) Project specific travel with Applicant Org ute - vehicle expenses from office to collect and deliver seedlings to site and return (total 100km x 72c) for 4 sites Site preparation by landholders for 4 sites Catering for planting days Tools and materials for planting days Planting by landholders and volunteers via community planting days at each site (volunteer value \$41.72/hour from ABS, fundingcentre.com.au) including travel time Stock exclusion fencing for remnant vegetation for 4 sites - \$1,800 per km (see quote) Fencing installation by landholders for 4 sites - 4 days per site Partner Org promotion and support of planting days - \$50 per hour Local government promotion and support of planting days - \$50 per hour Local government promotion and support of planting days - \$50 per hour	\$1.60 \$0.72 \$50.00 \$80.00 \$150.00 \$41.72 \$1,800.00 \$50.00 \$50.00 \$50.00 \$50.00	3200.00 400.00 20.00 4.00 4.00 180.00 5.60 128.00 10.00 10.00 10.00	\$5,120.00 \$288.00 \$1,000.00 \$320.00 \$600.00 \$7,509.60 \$10,080.00 \$6,400.00 \$500.00 \$500.00 \$500.00	State NRM Applicant Org Participant in-kind State NRM Partner Org Volunteers in-kind State NRM Participant in-kind Partner Org Local Government A Local Government B	\$5,120 \$288 \$1,000 \$320 \$600 \$7,510 \$10,080 \$6,400 \$800 \$800 \$800		\$15,520	Remnant areas revegetated on demo sites - photopoint monitoring Community involved - registration list and photos Remnant areas protected with fencing - photopoint monitoring	ha revegetated no. participants km fencing	2.8 36.0 5.6
(Don't delete the tally row)														
6	Salinity Bus Tour: Interactive tour providing local landholders the opportunity to view at-risk locations, showcasing signs/impacts of Salinity degradation on biodiversity, production and landscape, as well as various management practices implemented in the region, including a visit to an Aboriginal Organisation managed site. Landholders knowledge and attitudes towards salinity management will be captured and presented in the catchment review report. Local Aboriginal Elder and land manager to present indigenous land management practices on site	Jul-23	Sep-23	Bus hire and fuel (see quote) Catering - \$25 per person Expert presenter from Aboriginal Org Expert presenter from Partner Org Consumables - \$10 per person Applicant Org support staff and services for bus tour delivery Participant time including travel - \$50 per hour	\$1,200.00 \$25.00 \$300.00 \$500.00 \$10.00 \$50.00 \$450.00	1.00 15.00 1.00 1.00 15.00 10.00 20.00	\$1,200.00 \$375.00 \$300.00 \$500.00 \$150.00 \$500.00 \$9,000.00	State NRM State NRM State NRM Partner Org Applicant Org Applicant Org Participant in-kind	\$1,200 \$375 \$300 \$500 \$150 \$500 \$9,000		\$1,875	Hosting bus tour for up to 15 local landholders - registration list and photos	Participants	15.0
(Don't delete the tally row)														
7	Landholder Salinity Workshops: Interactive workshops to raise awareness of Salinity issues and explore the integration of regenerative agricultural practices into their farming system for additional landholders across two local government areas. These introduction workshops are aimed at landholders experiencing new salinity issues, or are new to land management. Participants will form the basis of future masterclass invites.	Apr-23	Aug-24	Venue hire at location A (\$500/day, see quote from Local Government A) Catering expenses for 15 participants at location A (\$18 per person) x 2 workshops Venue hire at location B (\$400/day, see letter from Local Government B) Catering expenses for 15 participants at location B (\$15 per person) x 2 workshops	\$500.00 \$18.00 \$400.00 \$15.00	1.00 30.00 1.00 30.00	\$500.00 \$540.00 \$400.00 \$450.00	Local Government A Local Government A Local Government B Local Government B	\$500 \$540 \$400 \$450			Workshops delivered and fully subscribed - registration list and photos	Participants	60.0

				Materials including whiteboard, pens, camera	\$500.00	1.00	\$500.00	Applicant Org	\$500					
				Consultant - expert speaker and local Aboriginal Elder to present on traditional ecological knowledge relating to salinity and vegetation on country for 4 workshops	\$300.00	4.00	\$1,200.00	State NRM		\$1,200				
				Expert presenter from Partner Org for 4 workshops including preparation time	\$500.00	4.00	\$2,000.00	Partner Org	\$2,000					
				Applicant Org support staff and services for workshop delivery	\$50.00	32.00	\$1,600.00	Applicant Org	\$1,600					
				Participant time including travel - \$50 per hour	\$275.00	60.00	\$16,500.00	Participant in-kind	\$16,500					
				(Don't delete the tally row)			\$23,690.00				\$1,200			
8	Video Case Studies: Four video case studies will be produced and promoted showcasing the experiences and outcomes of the four landholders in implementing regenerative salinity management strategies on farm to enable broader peer-to-peer learning.	Jan-23	Dec-23	Contracting videographer to film interviews and edit to case studies (includes labour and travel)	\$1,500.00	4.00	\$6,000.00	State NRM		\$6,000		Videos produced and promoted - links and posts	No. of videos	4.0
				Participant time - 5 hours	\$200.00	4.00	\$800.00	Participant in-kind	\$800					
				Partner Org promotion and support of videos - \$50 per hour	\$50.00	5.00	\$250.00	Partner Org	\$250					
				Local government promotion and support of videos - \$50 per hour	\$50.00	5.00	\$250.00	Local Government A	\$250					
				Local government promotion and support of videos - \$50 per hour	\$50.00	5.00	\$250.00	Local Government B	\$250					
				(Don't delete the tally row)			\$7,550.00				\$6,000			
							Total	\$444,225	Sub-Total	\$110,568	\$112,445			
									Total value of project in 2023		\$223,013			
									Maximum administration request		\$10,829			
									Actual administration request		\$4,160			

Likely ORV/RRFD educational sign locations in the project area



Precise locations of ORV/RRFD beach access educational signage will be determined via a comprehensive stakeholder engagement process. However, signs installation will certainly take place in all ten major coastal communities/formal campsites in the project area (excluding those managed by DBCA) as indicated above. A minimum of two signs will be installed in each location, one each for beach access tracks north and south of the town/campsite. Stakeholder engagement will determine at least ten further high-use locations requiring signage, therefore this project includes the installation of 30 signs in total.

Code Off-road

trip preparation

- ▶ Air compressor / tyre gauge
- ▶ Recovery kit
- ▶ Food / water / first aid kit
- ▶ VHF radio / phone / maps



▶ Watch for wildlife and people
▶ Drive slowly and enjoy!

track care

- ▶ Reduce tyre pressure
- ▶ Engage 4WD
- ▶ Stay on track

Don't let this be you!



site care

- ▶ Avoid damage to plants
- ▶ Don't spread weeds and disease
- ▶ Clean on entry - clean on exit
- ▶ Observe fire restrictions
- ▶ Remove your rubbish
- ▶ Respect wildlife and habitat





FOSTERS BEACH

The tracks that lead to Fosters Beach meander through some amazing coastal heath and banksia shrublands which support a unique and diverse range of fauna including the Western Pigmy Possum and Western Spiny-Tailed Gecko.




Photo Credit: Simon Brown (Western Spiny-Tailed Gecko)
Photo Credit: Simon Brown (Western Pigmy Possum)

DISEASE RISK AREA STAY ON EXISTING TRACKS

Phytophthora dieback disease is killing our native plants. Many native plant in WA are threatened by this disease. Vehicles and equipment can pick up infected soil and the spread the disease. Help stop the spread by **STAYING ON EXISTING TRACKS**.
www.dieback.net.au



The sign above was developed as part of SCNRMs successful Code Off-road program. Customised beach access signs include generic information about responsible ORV/RRFD use, maps of the area and specific NRM-related information relevant to the location. These signs will be used as a basis for sign design in the current project.



The efficacy of other beach access signs, such as this one located in Guilderton, will be assessed during stakeholder consultation and successful elements adopted for signage in the current project.

11.3 PROPOSED NEW GRANT AGREEMENT - EMPLOYMENT OF BUSHFIRE RISK MITIGATION COORDINATOR

File	GRA/12
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	20 June 2019, Item 11.1.6
Appendices	1. Draft DFES Grant Agreement Bushfire Risk Mitigation Coordinator [11.3.1 - 24 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider entering into a new Bushfire Risk Management Program Grant Agreement with the Department of Fire and Emergency Services (DFES).

BACKGROUND

For several years the Shire of Gingin and the Shire of Victoria Plains have been joint parties to an agreement with DFES whereby all three entities have collaborated in funding the employment of a Bushfire Risk Mitigation Coordinator.

The current Agreement with DFES concludes on 30 June 2022. The contract of employment for the incumbent Officer, Mr David Wilson, expires at the same time and Mr Wilson has advised that he will be retiring as of this date.

COMMENT

DFES has proposed entering into a new joint agreement with the Shires of Gingin, Dandaragan and Victoria Plains for the continued employment of a Bushfire Risk Mitigation Coordinator over a period of three years (2022/2023, 2023/2024 and 2024/2025). Funding commitments are determined by the set days per week allocated to each local government. The contribution from DFES commences at 50% in the first year, but then reduces to 30% in the final two years with the local governments involved then funding 70% of the cost. A copy of the proposed agreement is provided as **Appendix 11.3.1**.

The Bushfire Risk Mitigation Coordinator position has been highly successful for the Shire of Gingin during Mr Wilson's employment. Such has been the success of the project, there are genuine concerns that the gains made in reducing the Shire's fire risk may be gradually lost over several years if funding is not continued for maintenance.

Due to the Shires of Gingin and Victoria Plains having completed all the required bushfire mitigation planning, the two Shires are in a prime position to continue to make applications and receive funding. The Shire of Dandaragan has not previously been involved, and therefore the new Officer will be required to undertake the mitigation planning work for Dandaragan before making any funding applications on their behalf in future rounds.

The new agreement proposes that the Officer's time will be allocated as two days per week for the Shire of Gingin, two days per week for the Shire of Dandaragan and one day per week for the Shire of Victoria Plains, and the financial contributions required from each local government will be determined on this basis. Given that the officer will need to spend time in Dandaragan to complete the initial assessment of the Shire's requirements, care will need to be taken to ensure that each local government receives its allocated share of Officer time.

It will be difficult for the Officer to manage the contracted mitigation works spread over the three Shires, however DFES is adamant that this can be managed with the Officer and local support.

The proposed financial contribution from the Shire in year one of the new agreement will be similar to the Shire's contribution to the existing agreement in the current financial year. As such, the budget allocation for 2022/23 will remain very similar. In years two and three the contribution from the Shire will increase by an estimated \$13,000 for the same time allocation.

In the event that the conditions are acceptable to Council, the agreement will be formalised between the three parties and a recruitment process will be commenced with a view to having the new Officer commence duties around 1 July 2022.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Budget Allocations required by the Shire of Gingin:

Year One	\$30,616
Year Two	\$43,407
Year Three	\$44,907

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	2. Connections & Wellbeing - Grow and Nurture Community Connectedness and Wellbeing
Strategic Objective	2.1 Community Safety & Support - Provide support and advocacy to residents and visitors so that they feel safe and secure at home and in the environment

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis

SECONDED: Councillor Johnson

That Council agree to enter into a joint agreement with the Department of Fire and Emergency Services, Shire of Dandaragan and Shire of Victoria Plains for the employment of a Bushfire Risk Mitigation Coordinator in accordance with the terms of the template agreement shown at Appendix 11.3.1 and on the following basis:

1. The agreement will be for a term of three years commencing on 1 July 2022 and terminating on 30 June 2025; and
2. The Bushfire Risk Mitigation Coordinator will be allocated to the Shire of Gingin for two days per week at an estimated annual cost of:

Year One	\$30,616
Year Two	\$43,407
Year Three	\$44,907

**CARRIED UNANIMOUSLY
9 / 0**

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

AGAINST: *Nil*



<insert LG logos>

**BUSHFIRE RISK MITIGATION COORDINATOR
GRANT AGREEMENT**

<insert month/year>

THIS GRANT AGREEMENT is made on of

BETWEEN:

The State of Western Australia acting through its Department of Fire and
Emergency Services
("Grantor")

And

The Local Government of A.B.N. (if applicable)
("1st Organisation")

And

The Local Government of A.B.N. (if applicable)
("2nd Organisation")

And

The Local Government of A.B.N. (if applicable)
("3rd Organisation")

And

The Local Government of A.B.N. (if applicable)
("4th Organisation")

RECITALS

The 1st, 2nd, 3rd and 4th Organisations have applied to the Grantor for financial assistance to undertake the Approved Purpose and the Grantor has agreed to provide a grant subject to the terms and conditions of this Agreement.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this Grant Agreement, including its recitals and any schedules or annexures (if any).

Acquittal occurs when the Grantor has advised the Organisation that the reports and financial information provided by the Grantee in accordance with clause 3.6 are satisfactory.

Approved Purpose means the purpose or purposes set out in item 1 of Schedule 1.

Audit means the verification and certification the Grant has been spent in accordance with this Agreement by either an independent registered company auditor (as defined by the Corporations Act 2001) or the Office of the Auditor General for Western Australia.

Auditor means an accountant in public practice, who is a certified public practitioner (or equivalent) and is a member of either Chartered Accountants Australia and New Zealand (CAANZ), CPA Australia or the Institute of Public Accountants (IPA) and who is independent from the Organisation. Auditor must be registered as a company auditor or equivalent under a law in force in Western Australia.

Auditor General means the Auditor General established by the Auditor General Act 2006.

BRM means Bushfire Risk Management

BRMC means Bushfire Risk Mitigation Coordinator

BRMS means Bushfire Risk Management System

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia.

Grant Funds means the amount or amounts specified in item 6 of Schedule 1.

Grantee refers to the 1st Organisation in this Agreement.

Organisation means either the 1st, 2nd, 3rd and 4th Organisation or all as the context requires.

Party means each of the Grantor or the 1st, 2nd, 3rd and 4th Organisation as the context requires and **Parties** means all of them.

Program means the initiative or activities to be undertaken with the Grant Fund specified in item 2 of Schedule 1.

2. PAYMENT OF GRANT FUNDS

Subject to the terms and conditions of this Agreement, the Grantor will pay to the Grantee, on behalf of the Organisation, the Grant Funds in accordance with the payment schedule specified in item 6 of Schedule 1.

3 OBLIGATIONS OF ORGANISATION

3.1 Use of Grant Payment

The Organisation will use the Grant Funds solely for the Approved Purpose.

3.2 No Changes

The Organisation will not make any changes to the Approved Purpose without the prior written consent of the Grantor.

3.3 No Endorsement

The Organisation agree that nothing in this Agreement constitutes an endorsement by the Grantor of any goods or services provided by the Organisation.

3.4 Request for Information

The Organisation is to provide the Grantor with any documents or information relating to this Agreement or the program within ten (10) business days of receiving such a request from the Grantor.

3.6 Accounts and Reporting

- (a) The Organisation is to comply with Reporting Requirements as specified in Schedule 2 and such additional information as requested by the Grantor.
- (b) The Organisation is to keep proper financial records, including invoices and receipts, in accordance with generally accepted accounting principles and practices.
- (c) All reporting of financial information is to be certified by the Chairperson, CEO or equivalent of the Organisation.

3.7 Special Conditions of Grant

The Organisation agrees to comply with the special conditions (if any) specified in item 4 of Schedule 1.

3.8 General Undertaking of Organisation

The Organisation must:

- (a) at all times duly perform and observe its obligations under this Agreement and will promptly inform the Grantor of any occurrence, which might adversely affect its ability to do so in a material way;
- (b) undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;
- (d) comply with all State and Commonwealth laws, rules, regulations and by-laws;
- (e) cooperate fully with the Grantor in the administration of this Agreement; and
- (f) upon reasonable notice, provide the Grantor or its agents, with access at any reasonable time and from time to time to the Organisation's premises, financial records, other documents, equipment and other property directly related to the Approved Purpose for the purpose of audit and inspection by the Grantor in order to verify compliance by the Organisation with this Agreement.

4. REPAYMENT AND RETENTION OF GRANT FUNDS

The Grantee, on behalf of the Organisation, must repay the Grantor any funds that the Grantor has paid which are not used in accordance with this

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Agreement unless there has been written agreement otherwise between the parties. The Grantee must promptly repay the Grantor all unspent Grant Funds associated with this Agreement.

5. LIMITATION OF LIABILITY

The Grantor does not accept any responsibility or liability for the success or otherwise of the Approved Purpose and is not liable for any losses which may be suffered by the Organisation in undertaking the Approved Purpose.

6. FREEDOM OF INFORMATION ACT 1992 AND FINANCIAL MANAGEMENT ACT 2006

- (a) The Organisation acknowledges and agrees that this Agreement and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Agreement, including its terms and the details of the Organisation.
- (b) The parties acknowledge and agree that, despite any provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the *Financial Management Act 2006* are not limited or affected by this Agreement.
- (c) The Organisation must allow the Auditor General, or an authorised representative, to have access to and examine the Organisation's records and information concerning this Agreement.

7. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) may be:
 - (i) hand delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 5 of Schedule 1; or
 - (ii) sent by email to the email address of the Party receiving the notice as set out in item 5 of Schedule 1;
- (d) subject to paragraph (e), is taken to be received:
 - (i) in the case of hand delivery, on the date of delivery;
 - (ii) in the case of post, on the third Business Day after posting; and
 - (iii) in the case of email, on the date of transmission; and
- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

8. DEFAULT AND TERMINATION

8.1 Event of Default by the Organisation

An Event of Default occurs if:

- (a) the Organisation breaches any of its obligations under this Agreement which continues without remedy for ten (10) business days after notice in writing has been served on the Organisation by the Grantor;
- (b) the Organisation becomes insolvent or is deemed to be insolvent under the *Corporations Act 2001* (Cth); or
- (c) if the Grantor has reasonable grounds to believe that the Organisation is unwilling or unable to comply with its obligations under this Agreement.

8.2 Effect of Event of Default

If an Event of Default occurs, the Grantor may either:

- (a) terminate the Agreement by providing a further ten (10) business days notice in writing to the Organisation of the Event of Default; or
- (b) suspend payment of the Grant Funds until the Event of Default is remedied; or
- (c) recall all unspent Grant Funds, relating to the salaries, in accordance with Annex A.

8.3 Termination

The Agreement may be terminated by mutual consent and agreement by all parties.

8.4 Recommencement of Grant Payment

The Grantor may, in its absolute discretion, recommence payment of the Grant Funds if and when the Organisation has rectified the Event of Default as per clause 8.2(b) and 8.2(c). If the Agreement is terminated under clause 8.2(a) it is considered terminated and recommencement cannot occur.

8.5 Acquittal

Acquittal of each financial year's Grant Funds is required at the end of the respective financial year in accordance with Schedule 2. This arrangement will be in place for the entire Agreement period. Where applicable, payment of the Grant Funds is dependent on the successful acquittal of the previous year's grant. Acquittal of the final financial year's Grant Fund will signal termination by performance of the Agreement.

9. GOODS AND SERVICES TAX (GST)

- (a) For the purposes of clause 9:
 - (i) "GST" means the goods and services tax applicable to any taxable supplies as determined by the GST Act; and

- (ii) “GST Act” means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and includes all associated legislation and regulations;
 - (iii) the terms “supply”, “tax invoice”, “taxable supply” and “value” have the same meanings as in the GST Act.
- (b) If the supply of anything under this Agreement is a taxable supply under the GST Act, the Grant Funds shall be inclusive of GST.
- (c) The obligation of the Grantor to pay the GST on any supply by the Organisation under this Agreement is conditional upon the prior issue by the Organisation to the Grantor of a tax invoice, which complies with the GST Act. This provision applies notwithstanding any law to the contrary.
- (d) If the parties agree that the Grantor will issue the Organisation with a Recipient Created Tax Invoice (RCTI), then the parties hereby agree that:
 - (i) the Grantor will issue a RCTI in respect of GST payable on the supply of the program and the Organisation will not issue tax invoice in respect of that supply;
 - (ii) the Organisation warrants that it is registered for the purposes of GST and the Organisation will notify the Grantor in writing if it ceases to be registered for the purposes of GST during the term of this Agreement (“the Term”);
 - (iii) the Grantor warrants that it is registered for the purposes of GST and the Grantor will notify the Organisation in writing if it ceases to be registered for the purposes of GST, or if it ceases to satisfy the requirements of the *GST Act* during the Term; and
 - (iv) the Grantor will indemnify and keep indemnified the Grantee for GST and any related penalty that may arise from an understatement of the GST payable on the supply of the program for which the Grantor issues a RCTI under this Agreement.

10. RELATIONSHIP

The Parties agree that nothing in this Agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

11. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by both parties.
- (b) A waiver by either party will not prejudice that party's rights in relation to any further breach of this Agreement by the other party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one party to the other party, will not be construed as a waiver any rights.

12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all communications, negotiations, arrangements and agreements, whether oral or written, between the parties with respect to the subject matter of this Agreement.

13. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing and duly executed by all parties.

14. DISPUTE RESOLUTION

Before resorting to external dispute resolution mechanisms, the Parties shall in good faith attempt to settle by negotiation any dispute in relation to this Agreement, and where practical, each Party shall refer the matter to personnel who have authority to intervene and facilitate some form of resolution.

Executed by the Parties hereto:

For and on behalf of the Grantor:

Darren Klemm AFSM

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Fire and Emergency Services Commissioner

Position of Authorised Person

For and on behalf of the 1st Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Position of Authorised Person

For and on behalf of the 2nd Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Position of Authorised Person

For and on behalf of the 3rd Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Position of Authorised Person

For and on behalf of the 4th Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Position of Authorised Person

SCHEDULE 1

DEFINITION OF PROGRAM OR SERVICE TO BE FUNDED

1. Approved Purpose of Grant

The Approved Purpose of the Grant is to enable the Organisation to pay the salary of the BRMC, as described in Annex A, to work with stakeholders and plan, complete and evaluate BRM activities. The Grant Funds can only be used to pay the salary component of the recommended BRMC budget (Annex A). All local governments parties to this Agreement agree to cover the residual salary amount and all other recommended costs such as allowances and non-salary items as per Annex A.

2. Program Definition and/or Anticipated Activities

The BRM program is the identification and classification of bushfire risk within the participating local government(s) respective areas. The program involves the development and implementation of a treatment plan in respect of the identified risk(s), through the utilisation of shared resources and the cooperation between local governments, State Agencies, private owners and/or occupiers of land.

BRM Plans document the bushfire related risk to assets of the communities and outline treatments to mitigate these risks. The BRMC, through the coordination of local government mitigation activities, performs a vital role in managing bushfire risk within local communities. The BRMC is responsible for ensuring local government mitigation programs are effectively developed, implemented and evaluated

a) Responsibilities of the Organisation

- i) The Organisation, through the BRMC, will prepare and submit the reports as specified in Annex B to DFES' BRM Branch.
- ii) The Organisation agrees that the BRMC position will be employed under and administered by the Grantee, for the period covered by this Agreement.
- iii) The Organisation must cooperate fully with Grantor in respect of the administration of this Agreement.
- iv) The Organisation must properly provide for the care, safety, security and protection of all records as defined herein, (whether created by Grantor, the Organisation or any other person) that are in their custody or control.
- v) Unless the Grantor agrees otherwise in writing, the Organisation must provide everything necessary to enable it to fully comply with all its obligations under this Agreement.
- vi) The Organisation must take out and maintain insurance in relation to all insurable liabilities of the Organisation under this Agreement, as specified in Schedule 1 of this Agreement.
- vii) The Organisation agrees to use local or regional human resources, products and services for the BRM program wherever possible.

- viii) The Organisation must obtain oversight of the BRMC's daily activities to ensure they work within the terms of this Agreement and achieve the program's objectives, as per the induction package, in a timely manner.
- ix) The Organisation must nominate a suitable employee to manage the BRMC's obligations, as identified in this Agreement, and must provide their contact details to the Grantor.
- x) It is recommended the Organisation provide the equipment, as set out in Annex A, to the BRMC.
- xi) The Grantee agrees to procure and maintain Workers Compensation Insurance or comparable Personal Accident Insurance for the position of the BRMC.

b) Responsibilities of the Grantor

- i) The Grantor will provide strategic assistance and advice to the Organisation concerning the implementation of their BRM Plan.
- ii) The Grantor will provide templates, guidelines and the procedures (where available) necessary for the Organisation to implement their BRM Plan.
- iii) The Grantor will provide technical expert advice and support through the Bushfire Risk Management Officer assigned to the Region or where not allocated through the Bushfire Risk Management Branch.
- iv) The Grantor will provide training to the BRMC in the BRM process and the use of the BRMS.
- v) The Grantor will inform the Organisation of any updates or changes to the BRM process or BRMS.
- vi) The Grantor will provide BRMS Information Technology support to the Organisation.
- vii) The Grantor will ensure that the licence for the use of BRMS remains in force, at its own cost, for the duration of the grant period.
- viii) The Grantor will provide the Organisation with the required template to complete the acquittal of the Grant Funds.

c) Appointment of the BRMC

The following conditions must be adhered to during the appointment of the BRMC:

- i) The selection process for the position of the BRMC will be managed by the Grantee in consultation with all parties to this Agreement.
- ii) The Grantor will be entitled to nominate at least one representative to the selection panel if a panel is required.
- iii) The BRMC will undertake the role as per the agreed Job Description Form (JDF) as set out at Annex G.

- iv) The BRMC will be an employee of the Grantee and will be employed under the relevant Local Government Industry Award or a contract arrangement for the duration of the grant period unless a variation is sought.
- v) Although the Grantee will host the BRMC, the BRMC's time (Annex E) and equipment will be shared between the Organisations in this Agreement, where applicable, to ensure the success of the BRM program for all participants.

d) Training

- i) The Grantor will provide the BRMC with the necessary BRM and BRMS training, through self-paced and/or workplace delivery strategies.
- ii) The Grantor will coordinate the BRMC induction process.
- iii) The Organisation will direct the BRMC to adhere to the conditions, processes and procedures contained within the induction package.

3. Agreement Term

This Agreement is effective from 01 July 2022 to 30 June 2025, as outlined in item 4 Schedule 1.

Unless terminated earlier, this Agreement will be considered fully performed and terminated at the time of Acquittal of the final year's Grant Fund.

4. Special Conditions of Grant

The Period of the Agreement for the Organisation will be 36 months from 01 July 2022 – 30 June 2025. All Organisation parties to the Agreement, and sharing the services of the BRMC, will abide by the terms of the Agreement. The Agreement will be reviewed by the Grantor and Organisation on an annual basis.

a) Use of BRMS

- i) A BRMS account will be established by the Grantor following successful completion of the identified training by the BRMC.
- ii) All BRMS technical queries will be made to the Grantor through the BRMS Administrator.
- iii) Parties acknowledge that the performance of BRMS is dependent on the internet speeds of each Organisation.

b) BRMS and BRM Material

- i) The BRMS logo and all BRM program materials including Induction Manual, Guidelines, Handbook, training manuals and brochures will be provided by the Grantor to the Organisation royalty-free to be used only as set out in this Agreement.

- ii) The Grantor's ownership of the intellectual property rights in the materials must be acknowledged whenever the materials are published, copied or circulated.
- iii) The Organisation will provide the Grantor with public recognition on all literature and promotional material for the BRM program, in the format approved by the Grantor.
- iv) The Organisation may not amend the BRM program material in any way, unless approved by the Grantor in writing.
- v) Should the Grantor amend BRM material in any way then the Organisation are obliged to ensure they publish and/or circulate the most recent version.
- vi) The BRM program material may not be used by the Organisation for commercial gain.

c) Unavailability of BRMC

Where the appointed BRMC is unavailable at any time during the Agreement Term, the Grantee will promptly advise the Grantor and propose a substitute. Any substitute must be approved by the Grantor. The Grantor may not unreasonably withhold its approval of a substitute, but it may give its approval subject to such conditions, as it reasonably considers necessary to protect its interests under this Agreement.

d) Intellectual Property Rights

- i) The Intellectual Property Rights in BRMS is owned by Amristar Solutions Pty Ltd. The Organisation acknowledges that the use of BRMS is subject to a licence agreement between the owners of the Intellectual Property Rights and the Grantor.
- ii) Upon expiry of the BRMS licence agreement, the Organisation shall no longer make use of BRMS unless with written permission of the owner of the Intellectual Property Rights and the Grantor.
- iii) The obligations of the Organisation under this clause are continuing obligations and survive expiration or termination of this Agreement.
- iv) The Organisation further acknowledge that the Intellectual Property Rights in the data supplied to them for the purposes of mapping are owned by the entities that provide these layers to the Organisation and the terms of any agreement that the data provider may require must be adhered to. In addition, the Confidentiality provisions of this Agreement will apply to the data.
- v) Relevant information and images contained in the BRM Planning Guidelines and templates are published in accordance with the SAI Global licencing agreement. The agreement does not extend to additional documents outside of specified material.

e) Confidentiality

- i) The Grantor may publicly disclose the identity of the Grantee, the value of this Agreement and a description of the BRM program.
- ii) The Organisation acknowledges that this Agreement, and information held or compiled by the Grantor or the State of Western Australia in relation to this Agreement, is subject to the *Freedom of Information Act 1992*.
- iii) In addition to the general definition of Confidential Information the following information is specified as confidential: all information and documentation provided by external parties for use in the BRMS that relates to critical infrastructure and/or threatened environmental areas and/or culturally sensitive areas and/or is specified by the external party as confidential.
- iv) The Organisation must keep all Confidential Information confidential. The Organisation must not use or disclose the Confidential Information to any person except:
 - 1) where necessary for the purpose of performing tasks within the BRM program; or
 - 2) as authorised in writing by the Grantor or the external party, as the case may be; or
 - 3) to the extent that the Confidential Information is public knowledge (other than because of a breach of this clause by the Organisation); or
 - 4) as required by any law, judicial or parliamentary body or governmental agency; or
 - 5) when required (and only to the extent required) to the Organisation professional advisers, and the Organisation must ensure that such professional advisers are bound by the confidentiality obligations imposed on the Organisation under this clause.
- v) Except to the extent that the Organisation are required by law to retain any records, the Organisation must return all records containing Confidential Information immediately at the expiration or termination of this Agreement.

f) Data Security

The Organisation must:

- i) prohibit and prevent any officer, employee, contractor or agent of the Organisation who does not have the appropriate level of security clearance from gaining access to BRMS or the Confidential Information and without limiting this requirement, use reasonable endeavours to prevent any unauthorised person from gaining access to BRMS or the Confidential Information; and
- ii) notify the Grantor immediately, and comply with all directions of the Grantor, if an Organisation becomes aware of any contravention of data security requirements.

g) Access

- i) The Organisation must keep accurate, complete and current written record in respect of this Agreement and must comply with the directions of the Grantor in relation to the keeping of records, whether those directions relate to the period before or after the expiry of this Agreement.
- ii) The Organisation must allow the Grantor to have reasonable access to all records in the custody or control of the Organisation and to examine, audit, copy and use these records. For this purpose, subject to the Grantor giving reasonable prior notice, the Organisation(s) must allow the Grantor to have reasonable access to any premises used or occupied in connection with the BRMP program.
- iii) The Organisation must do everything necessary to obtain any third-party consents, which are required to enable the Grantor to have access to records under this clause.
- iv) The Organisation acknowledges that the Grantor will have access to all data within BRMS.
- v) A participating Organisation will not have access to any other Organisation's data unless shared assets and/or treatments warrant this requirement. Approval for sharing the data must be provided to the respective Organisation and the Grantor so that the necessary BRMS access privileges can be granted.

h) Indemnity

Each Organisation indemnifies the Grantor, the State of Western Australia and all their respective officers, employees and agents against all costs, losses, expenses, claims, damages and other liabilities (including, without limitation, legal costs and expenses) as a result of any action, suit, claim, demand or proceeding taken or made by any third party arising from or in connection with:

- i) any breach of contract by an Organisation under this Agreement;
- ii) any wilful, tortious or unlawful act or omission of an Organisation or all officers, employees, agents or contractors of an Organisation;
- iii) any breach of a State, Commonwealth or Territory law relevant to this Agreement by an Organisation; or
- iv) any claim for damages arising out of the BRM program and/or risk treatments undertaken or not undertaken by an Organisation.

i) Insurance

- i) The following insurance is required:
 - 1) The Grantee: Workers Compensation Insurance or comparable Personal Accident Insurance for the position of the BRMC for the duration of the employment contract.

- 2) Each Organisation: Professional indemnity insurance and Public Liability Insurance for the duration of this Agreement plus six months after termination.
- ii) Each Organisation must provide the Grantor with sufficient evidence of the insurances required under this clause (including, if requested, a copy of any policy) and provide a certificate of currency of insurance, as requested by the Grantor at any time.
- iii) If an Organisation becomes aware of any event or incident occurring, which gives rise or is likely to give rise to a claim under any insurance required under this clause, it must as soon as reasonably practicable notify the Grantor in writing of that event or incident.
- iv) Failure to comply with this clause will not invalidate or otherwise affect any indemnities, liabilities and releases of this Agreement.
- v) The obligations of the Organisation under this clause are continuing obligations and survive expiration or termination of this Agreement for so long as the obligations of the Organisation under this clause continue.
- vi) Nothing in this clause limits an Organisation's other liabilities under this Agreement.

j) Notices

Notices or other communication can be sent by email to the email address of the recipient as set out in item 5 of Schedule 1.

k) Grant Funds

The Grantee will ensure that the bank account into which the Grant Funds are deposited is not overdrawn at any time during the term of this Agreement.

5. Notice Addresses

- (a) Grantor : Fire and Emergency Services Commissioner
Registered Mail: Bushfire Risk Management Branch
GPO Box P1174 PERTH WA 6844
Email: BRMP@dfes.wa.gov.au
- (b) Organisation:
Registered Mail:
Email:
- (c) Organisation:
Registered Mail:
Email:
- (d) Organisation:
Registered Mail:
Email:

- (e) Organisation:
Registered Mail:
Email:

PAYMENT SCHEDULE

6. Method of payment and total amount of Grant Funds

Payment of the Grant Funds (exclusive of GST) will be made in the amounts detailed below and within ten (10) business days of receipt of an invoice from the Grantee.

PAYMENT SCHEDULE	AMOUNT TO BE PAID (\$)	PAYMENT DATE
2022-23 DFES 50% funding LG(s) 50% funding	Grant Amount TOTAL \$76,542	Within ten (10) business days of receipt of an invoice from the Grantee
2023-24 DFES 30% funding LG(s) 70% funding	Grant Amount TOTAL \$46,508	Within ten (10) business days of receipt of an invoice from the Grantee
2024-25 DFES 30% funding LG(s) 70% funding	Grant Amount TOTAL \$48,116	Within ten (10) business days of receipt of an invoice from the Grantee

7. Vehicle

It is recommended that the vehicle used by the BRMC meets the proposed specifications (Annex C).

8. System Requirements

The Information Communications Technology (ICT) equipment used by the BRMC should meet the minimum specifications (Annex D) to ensure adequate performance of BRMS.

SCHEDULE 2

REPORTING REQUIREMENTS

1. Acquittance Report

The Grant Funds must be acquitted on an annual basis within 30 business days of the Grantor providing the Grantee with an Acquittance Report template. The Grantee must provide the Grantor with a completed and signed Acquittance Report, which is to include:

- a. A final statement of income and expenditure consisting of:
 - i. an expenditure/financial statement (exclusive of GST) signed by the Chief Executive Officer or Accountable Officer, detailing budgeted expenditure in accordance with the Approved Budget and actual expenditure on the BRM program described in the request; and
 - ii. An extract from the payroll system that evidences a breakdown of the BRMC salary.

The Organisation must ensure that:

- i. any unexpended funds held by the Organisation are returned to the Grantor as per invoice payment terms.
 - ii. financial accounts and records to enable identification of the grant, payments and receipts will be maintained and provided when requested.
- b. Audited Inspection
- i. Upon receipt of the Organisations financial reports the Grantor may request an inspection of the financial records by an Auditor appointed by the Grantor. Costs associated with this audit will be paid by the Grantor.
 - ii. If a preliminary survey by the appointed Auditor reveals that the appropriate accounting standards have not been complied with; the Grantor may recommend that any further payments of Grants be withheld, or Grant Funds are returned to the Grantor, until agreed action has been taken.

2. Treatment Reports

The BRMC is required to provide DFES with an update on the status of each local government's mitigation program (Annex B).

ANNEX A

Recommended BRMC Budget

ITEM Funded	Grant Period		
	2022-23	2023-24	2024-25
SALARY			
Salary/wages	\$ 91,047.00	\$ 94,915.00	\$ 98,896.00
ON COSTS			
Workers Compensation Superannuation Leave	\$ 23,362.66	\$ 24,355.19	\$ 25,376.71
Subtotal Salary	\$114,409.66	\$119,270.19	\$124,272.71
ICT COST			
Laptop Computer, accessories and data card	\$ 3,272.40	-	-
Mobile Phone & Usage	\$ 1,818.00	\$ 1,836.18	\$ 1,854.54
VEHICLE COSTS			
Lease/Service	\$ 15,301.50	\$ 15,454.52	\$ 15,609.06
Fuel	\$ 10,908.00	\$ 11,017.08	\$ 11,127.25
OTHER			
other (inc equipment and PPE)	\$ 1,818.00	\$ 1,836.18	\$ 1,854.54
Training	\$ 1,515.00	\$ 1,530.15	\$ 1,545.45
Travel Allowance	\$ 4,040.00	\$ 4,080.40	\$ 4,121.20
Other (furniture/fittings/administration)			
Subtotal Ancillary Costs	\$38,672.90	\$35,754.51	\$36,112.05
GRAND TOTAL (EX GST) rounded	\$153,083	\$155,025	\$160,385

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

APPENDIX 11.3.1

Approved Grant (salary component only)

	Grant Period		
ITEM Funded	2022-23	2023-24	2024-25
TOTAL (EX GST)			
Salary/wages	\$76,542	\$46,508	\$48,116

ANNEX B

Reporting

The BRMC is responsible for preparing and submitting the following reports to DFES' Bushfire Risk Management Branch:

Report	Description	Delivery Date
Annual Scheduled Treatment Plan	The Annual Scheduled Treatment Plan (as per the BRMS template) details the treatments within each local government's BRM Plan that are scheduled for the upcoming 12-month period.	TBA
Treatment Plan Status Report	The Treatment Plan Status Report (as per the BRMS template) identifies the status of each treatment contained within the Annual Scheduled Treatment Plan.	TBA
3-Year Indicative Treatment Plan	The 3-Year Indicative Treatment Plan (as per the BRMS template) details the treatments within each local government's BRM Plan that have been identified for implementation in the 3-years following the Annual Scheduled Treatment Plan (Annual Plan + 3yrs)	TBA

ANNEX C

Recommended Base Vehicle Specifications

- Diesel 4 x 4 including low range capability
 - Dual Cab ute with secure lockable canopy
- Air conditioned
- Reversing Camera and sensors
- Tinted windows
- Heavy Duty Bullbar
- Driving Lights
- Cell Fi (Phone booster) if available from hire company
- Automatic transmission
- Seat covers
- Heavy duty floor mats
- DFES and Local Government logos

ANNEX D

Recommended Minimum System Requirements

Hardware	Tablet/laptop and docking station Desktop single monitor	Specifications to suit minimum system requirements on software
Web Browser	Google Chrome (Windows and Linux)	Latest stable version supported / preferred browser for BRMS
	Microsoft Edge	Latest stable version supported
	Microsoft Internet Explorer (Windows)	Version 11 (Internet Explorer's Compatibility View is not supported)
	Mozilla Firefox (Windows and Linux)	Latest stable version supported
Applications	Microsoft Office Pro (word, excel, outlook, publisher)	Latest version
	Microsoft Visio/Project	Latest version
	Microsoft Outlook	Latest version
	Adobe Acrobat pro	Latest version
	Local Government mapping and records management system	Latest version
Operating System	Windows	Windows 10 or latest version
Mobile Phone	Smart Phone	Latest version

ANNEX E

Bushfire Risk Mitigation Coordinator Allocation

The BRMC will work within the following Organisations to assist with the development, implementation and monitoring of each local government's bushfire mitigation programs.

<u>Year of Support</u>	<u>Grantee (Host LG)</u>	<u>Organisation (Local Government)</u>	<u>Support Days per Fortnight</u>
2022-23	<insert LG name>	<insert LG name>	<insert days>
2023-24	<insert LG name>	<insert LG name>	<insert days>
2024-25	<insert LG name>	<insert LG name>	<insert days>

ANNEX F

Location:

The BRMC will be employed (hosted) by the <insert LG name> for the period of the grant.

ANNEX G

Bushfire Risk Mitigation Coordinator

Job Description Form

The Government of Western Australia's Bushfire Risk Management (BRM) program is a state-wide initiative that is responsible for the development and implementation of local government BRM Plans. The program involves the collaboration of stakeholders, across all land tenure, to identify and mitigate bushfire risk within local communities.

The Role

The Bushfire Risk Mitigation Coordinator (BRMC) is responsible for developing and implementing local government bushfire treatment programs. The BRMC works closely with relevant stakeholders to identify and prioritise mitigation activities within designated local governments and ensures treatment plans are effectively planned, completed and evaluated.

Responsibilities

Mitigation Planning

- Review local government(s) bushfire risks to determine treatment priorities.
- Liaise with DFES' BRMO, CESM (where appointed) and other relevant stakeholders to confirm and document appropriate treatment strategies for LG identified bushfire risks within the BRM Plan.

- Prepare, submit and manage Mitigation Activity Fund Grants Program applications to support the provision of funds required to implement LG treatment programs.
- Prepare and obtain approval of planned burning prescriptions, and other necessary applications/permits, that are required to implement mitigation activities.

Mitigation Implementation and Evaluation

- Manage contractors to ensure the agreed mitigation works are performed on time, within budget and to the required standards.
- Perform risk re-assessments following the completion of treatment activities and ensure risk assessments have been completed using the current BRM methodology.
- Inform relevant stakeholders of the status of treatment activities and escalate, to DFES' BRMO, all risks and issues that may prevent the successful completion of planned mitigation works.
- Manage the acquittal of all BRM grant applications, including the MAFGP, in accordance with the relevant grants program.

Other

- Ensure all BRM data, relevant to local government(s) BRM Plan, is captured in DFES' Bushfire Risk Management System (BRMS).
- Develop and maintain professional relationships to ensure the delivery of services, as specified in the BRMC Grant Agreement between DFES and specified local government(s).
- Liaise with DFES' BRMO, and other landholders, to support the effective implementation of "tenure-blind" mitigation programs.
- Complete reports and other requests for BRM information, as required, within established timeframes.
- Present relevant LG mitigation programs at Bush Fire Advisory Committee meetings.
- Arrangements for the BRMC to attend bushfires within their jurisdiction are to be discussed and confirmed between the relevant LG, BRMC and DFES.

Selection Criteria

Essential Pre-requisite

1. Possession of a current unrestricted C Class Western Australian driver's licence (as a minimum) which must remain valid for the duration of employment.

Essential

1. Demonstrated experience and knowledge of emergency management and bushfire risk management, including understanding of the role of landholders and agencies in the management of bushfire risk.
2. Demonstrated experience in applying bushfire mitigation strategies that sustain the natural environment by maintaining conservation values and biodiversity.
3. Demonstrated conceptual, analytical and problem-solving skills.
4. Understanding and experience in the application of risk management principles.
5. Well-developed communication and interpersonal skills, with demonstrated ability to liaise, consult and negotiate effectively with a wide range of stakeholders including contractors, government officers, industry and private landowners.
6. Proven ability to plan, prioritise and organise workloads to meet agreed timeframes
7. Proven experience working with ICT based systems including ability to effectively perform data entry, analysis and reporting.

Highly Desirable

1. Experience in rural fire management including planned burning and firefighting, with an understanding of the principles of bushfire behaviour and suppression activities.
2. Experience applying and managing external grants and funding.
3. Knowledge and understanding of DFES' Bushfire Risk Management System.
4. Experience in managing and delivering projects.

11.4 PROPOSED ELECTRIC VEHICLE CHARGING STATION (SYNERGY) - ROCK WAY, LANCELIN

File	ECO/20; A4291
Author	Aaron Cook - Chief Executive Officer
Reporting Officer	Aaron Cook - Chief Executive Officer
Refer	21 December 2021, Item 11.3
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a request from Synergy to review Council's previous decision to require a licence fee of \$750 per annum with respect to the site for Synergy's proposed electric vehicle charging station in Rock Way, Lancelin.

BACKGROUND

At its meeting on 16 November 2021, Council gave consideration to proposals from both Synergy and Tesla Motors Australia to establish electric vehicle charging stations in Rock Way, Lancelin. Council resolved to initiate a disposition of property process as required under the *Local Government Act 1995* (the Act) with respect to both proposals, and in the event of no public submissions being received, to enter into lease agreements with both parties for a term of five years with two further terms of five years, at a commencing annual rental of \$750.

As required by the Act, an independent market rental valuation had been obtained for both proposed lease areas, which valued both areas at \$2,000.

At its meeting on 21 December 2021, Council considered submissions received in relation to the proposed dispositions of property. Prior to the commencement of the meeting Council received a presentation from Synergy in relation to its proposal and the proposed rental amount, during which Synergy requested that Council consider a reduced annual rental figure of \$5 per annum.

Ultimately, Council resolved to enter into licence agreements with both parties at an annual rental of \$750. This figure was significantly reduced from the market rental valuation of \$2,000 per annum in recognition of the benefits that the facilities will provide to the community.

This item was originally presented to Council at its meeting on 19 April 2022. Representatives from Synergy were scheduled to make a deputation to Council prior to the meeting, but unfortunately had to cancel. Council subsequently resolved to defer consideration of the matter until such time as Synergy's deputation was received.

COMMENT

Synergy has again requested that Council reconsider its position in relation to the annual licence fee. It is Synergy's position that, unlike Tesla, it is not a profit-making entity as it is a State instrumentality, and that by establishing an electric vehicle charging station in Lancelin, it will be providing benefit to the community of the Shire of Gingin and to the general public.

Synergy is seeking a reduction in the licence fee from \$750 per annum to a "peppercorn" amount of \$5 per annum.

The Department of Local Government, Sport and Cultural Industries has advised that it will not be necessary for Council to revoke its previous decision in the event that it wishes to amend the rental figure for Synergy's electric vehicle charging station.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	1. Attractions & Economy 2. Connections & Wellbeing 3. Planning & Sustainability
Strategic Objective	1.1 Investment Attraction Foster relationships with key stakeholders to attract tourism/economic development initiatives that will contribute to the Shire's economy. 2.8 Services & Facilities Provide cost effective services and facilities which meet the needs of the community. 3.1 Climate Change & Adaptation Understand the impacts of climate change and identify actions to adopt and mitigate those impacts.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Court

That Council agree to enter into a Supercharger License Agreement with Synergy for five parking bays in Rock Way, Lancelin and a Transformer Location to be negotiated with the CEO, for a term of five years with two further terms of five years, at a fixed rental of \$5 per annum (ex. GST)

**CARRIED UNANIMOUSLY
9 / 0**

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

AGAINST: *Nil*

12 REPORTS - CORPORATE AND COMMUNITY SERVICES

12.1 LEASE AGREEMENT BETWEEN THE LANCELIN PLAYGROUP INC. AND SHIRE OF GINGIN

File	A4310
Author	Cher Groves - Recovery and Leasing Officer
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Item 11.2.2 - 20 March 2018
Appendices	1. Lease Lancelin Playgroup 010522 [12.1.1 - 29 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a lease agreement between the Lancelin Playgroup Association Inc. and the Shire of Gingin for a portion of the Lancelin Hall as depicted within the lease agreement located at Lot 1037 Gingin Road, Lancelin, for a period of two years with a two year further term.

BACKGROUND

Since 2009, the Shire of Gingin has leased a portion of the Lancelin Hall to the Lancelin Playgroup.

The Lancelin Country Women's Association (CWA), which leased a separate portion of the premises, recently disbanded and the Shire has taken over the management and bookings for the Lancelin Hall portion of the premises.

The Lancelin Hall is located on Reserve 24019 (Lot 1037) Gingin Road. The Reserve is vested in the Shire of Gingin for the purpose of "Hall Site", with the Management Order including a power to lease for periods not exceeding 21 years subject to the approval of the Minister for Lands.

COMMENT

As with previous leases between the Shire and the Lancelin Playgroup, the proposed new lease (**Appendix 12.1.1**) contains the following condition which is additional to the standard lease template:

- The Lessee and other users of the premises shall have access at all times to the toilet facilities situated in the adjoining section of the building not subject to the lease agreement.

Lancelin Playgroup has agreed to the proposed lease. Endorsement of the proposed lease has been received from the Department of Planning, Lands and Heritage.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 3 – Functions of local governments

Division 3 – Executive functions of local governments

Section 3.58 – Disposing of property

Local Government (Functions and General) Regulations 1996

Part 6 – Miscellaneous

Clause 30 – Dispositions of property excluded from Act s. 3.58

POLICY IMPLICATIONS

Policy 2.33 Execution of Documents

Peppercorn leases to community groups are Category 1B documents under Policy 2.33 and therefore Council's specific approval to affix the Common Seal to the lease document is not required.

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	2. Connections & Wellbeing - Grow and Nurture Community Connectedness and Wellbeing
Strategic Objective	2.5 Community Capacity Building - Empower all ages to be culturally aware and involved in diverse community initiatives including volunteering, culture and the arts

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Balcombe

That Council approve the proposed lease of portion of the Lancelin Community Hall on Lot 1037 (Reserve 24019) Gingin Road, Lancelin to the Lancelin Playgroup Association for a period of two years with a two-year further term in accordance with the lease document shown in Appendix 12.1.1.

**CARRIED UNANIMOUSLY
9 / 0**

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

AGAINST: *Nil*



LEASE AGREEMENT

SHIRE OF GINGIN

AND

LANCELIN PLAYGROUP INC.

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CONDITIONS

Parties

Shire of Gingin – "The Lessor"

AND

Lancelin Playgroup Inc. – "The Lessee"

Premises

That portion area of land and buildings located at Lot 1037 Gingin Road (Reserve 24019), Lancelin as depicted on the plan included as **Annexure 1**.

Approval of the Minister for Lands

This Lease is subject to and conditional on the prior approval of the Minister for Lands under section 18 of the *Land Administration Act 1997*. A copy of the Minister's approval is annexed hereto as **Annexure 4**.

Grant of Lease

Subject to the *Approval of the Minister for Lands* clause of this Lease, the Lessor leases to the Lessee the Premises for the Term subject to:

- (a) all Encumbrances (mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat);
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Lessee's Covenants.

Use

The Lessor has care, control and management of the Land pursuant to a Management Order.

The Premises is not to be used for any purpose other than that specified in **Item 6** of the Schedule.

The use of the Premises must not cause a nuisance or inconvenience to the public or surrounding residents by virtue of activities or noise from the facility.

The Lessee is to provide prior written advice to the Lessor of all events held within the Premises. The leased area is a Public Building meaning restrictions and conditions may be required.

The Lessee will not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Food Act 2008*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

In the event that the Lessee or any person sub-leasing, hiring, or in temporary occupation of the Premises provides, contracts for, or arranges for the performance, exhibition or display of any music or work of art the copyright of which is not vested in the Lessee or that person, the Lessee shall ensure that all obligations in regard to payment of copyright or licensing fees with the owner or licensor of the copyright are met before any such performance, exhibition or display is held.

Premises Subject to Restriction

The Lessee accepts the Premises for the Term subject to any existing prohibition or restriction on the use of the Premises.

Term

The term of the lease is set out at **Item 2** of the Schedule. The Lessee may request the Lessor to grant a renewal of this Agreement for the further term set out at **Item 3** of the Schedule by giving written notice at least one month prior to the expiry of the initial term.

Holding Over

If the Lessor consents to the Lessee continuing to occupy the Leased Area after the expiry date, after the end of any extended term or during a lease renewal negotiation period, the Lessee is a monthly Lessee of the Leased Area and

- (a) the monthly tenancy may be terminated by either party giving to the other at least one month's notice which may expire on any day;
- (b) the rent is the same rent payable immediately before the expiry date or after the end of any extended term; and
- (c) all the other provisions of this Lease apply to the monthly tenancy except any option to extend this Lease.

Provision of Information

The Lessee agrees to provide to the Lessor:

- (a) a copy of the Lessee's audited annual statement of accounts for each year;
- (b) a copy of the Certificate of Currency or renewal certificate to be provided to the Lessor on an annual basis for each insurance policy, including Public Liability and Contents Insurance;
- (c) written advise of any changes in its office holders or its rules of Association during the Term; and
- (d) any information reasonably required by the Lessor.

Variation of Lease

If there is a variation of this lease the lease continues and the variation does not constitute a surrender of this lease. Any variation will be supplementary to the original lease document.

Parties can only vary a lease by mutual written agreement.

No dangerous substances

The Lessee must not and must not suffer or permit a person to store any dangerous compound or substance on or in the Premises, otherwise than in accordance with the following provisions:

- (d) any such storage must comply with all relevant statutory provisions;
- (e) all applications for the approval or renewal of any licence necessary for such storage must be first referred to the Lessor;
- (f) the Lessor may within its absolute discretion refuse to allow the storage of any particular dangerous compound or substance on the Premises; and upon the request of the Lessor, the Lessee will provide a list of all dangerous compounds or substances stored on the Premises.

Caveat

No absolute caveat

The Lessee nor any person on behalf of the Lessee will, without the prior written consent of the Minister for Lands and the Lessor, lodge any absolute caveat at Landgate against the Certificate of Title for the Land, to protect the interests of the Lessee under this Lease.

CEO & Lessor as attorney

In consideration of the Lessor having granted this Lease to the Lessee, the Lessee irrevocably appoints the Lessor and the CEO of the Lessor jointly and severally:

- (a) for the Term of this Lease;
- (b) for any holding over under this Lease; and
- (c) for a period of 6 months after Termination,

to be the agent and attorney of the Lessee in its name and on its behalf to sign and lodge at Landgate:

- (d) a withdrawal of any absolute caveat lodged by or on behalf of the Lessee;
- (e) a withdrawal of any caveat lodged by or on behalf of the Lessee and not withdrawn on Termination; and
- (f) a surrender of the estate granted by this Lease,

and the costs of withdrawing any caveat or surrendering this Lease (including the Lessor's solicitor's costs and registration fees) will be borne by the Lessee.

Ratification

The Lessee undertakes to ratify all the acts performed by or caused to be performed by the Lessor, its agent or attorney under this clause.

Indemnity

The Lessee indemnifies the Lessor against:

- (g) any loss arising directly from any act done under this clause. and
- (h) all costs and expenses incurred in connection with the performance of any act by the attorney on behalf of the Lessee under this clause.

No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Lessor in performing its statutory obligations or exercising any discretion.

RENT AND OTHER PAYMENTS

Rent

As specified in **Item 5** of the Schedule. Rent will be increased by the amount of the Goods and Services Tax (GST), if any, which the Lessee is required under the *A New Tax System (Goods and Services Tax) Act 1999* and associated Acts and subsidiary legislation, to pay on any Supply made under this Lease.

Outgoings

Electricity, water and refuse collection charges are the responsibility of the Lessor. Gas and other consumable charges are the responsibility of the Lessee.

Keys and Access

The Lessor will provide the Lessee with two set of keys to access the premises, and if applicable all rooms therein.

The Lessee may request additional sets of access keys from the Lessor, if approved the Lessee is responsible for the cost of the additional access keys.

The Lessee is to maintain a record of who is assigned any and all keys.

The Lessee must notify the Lessor of any lost keys within seven days. Any replacement keys will be issued by the Lessor at the Lessee's cost.

Key Bond

On request, the Lessee will pay a bond of \$200.00 for a set of access keys to the premises prior to access being granted. If required, the bond may be withheld by the Lessor in the event that replacement of keys is required at the time of the Lessee vacating the premises.

Building Bond

On request, the Lessee will pay a building bond of \$400.00 prior to gaining access to the premises. If required, the bond may be withheld by the Lessor to make good any repairs or minor maintenance that may be necessary at the time of the Lessee vacating the premises.

Insurance

The Lessor shall effect and keep effected building insurance to the full insurable value on a replacement or reinstatement value basis of the Premises against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, act of God, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks.

Public liability insurance in accordance with **Item 7** of the Schedule shall be maintained by the Lessee. The Lessee shall also maintain adequate and sufficient contents insurance. A copy of the certificate of currency is to be provided to the Lessor upon commencement of the lease, illustrating the full term of cover.

All cover is to be renewed annually, with a certificate of currency or renewal certificate to be provided to the Lessor on an annual basis.

Insurance for personal property is the Lessee's responsibility. All policy and certificate details are to be made available on request.

Arrangement of and payment for all public liability insurance is the responsibility of the Lessee.

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Premises which might invalidate or:

- (i) render any insurance effected under this clause on the Premises, or any adjoining premises, void or voidable; or
- (j) cause the rate of a premium to be increased for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium).

DEFAULTS

Events of Default

A default occurs if:

- (a) any Amounts Payable remain unpaid for 21 days after a Notice has been given to the Lessee that an amount is outstanding;
- (b) the Lessee alters, adds to, improves or demolishes any part of the Premises without prior written consent from the Lessor;
- (c) the Lessee commits a breach of its obligations under this agreement and such breach is not rectified within one month of receiving written notice to do so from the Lessor;
- (d) where the Lessee is an association which is incorporated under the *Associations Incorporation Act 2015*, the association is wound up whether voluntarily or otherwise;
- (e) where the Lessee is an association which is incorporated under the *Associations Incorporation Act 2015*, the Lessee passes a special resolution under the *Associations*

Incorporation Act 2015 altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;

- (f) the Lessee is unable to pay all its debts when they become due, it fails to comply with a statutory demand under section 459F of the *Corporations Act 2001*, or it is deemed to be unable to pay its debts under section 585 of the *Corporations Act 2001*;
- (g) the Premises are vacated, or otherwise not used, in the Lessor's reasonable opinion, for the Permitted Purpose for a six-month period; or
- (h) a person other than the Lessee is in occupation or possession of the Premises or in receipt of a rent and profits.

Lessor may remedy breach

After the Lessor has given the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default remedying each breach or default. The Lessor will be entitled to recover costs from the Lessee associated with remedy of breach or breaches.

TERMINATION

The Lessor may terminate this agreement by providing three months' written notice to the Lessee if at any time the building is not being used in accordance with the requirements of **Item 6** of the Schedule, or maintained to the Lessor's requirements, subject to the Lessor first having given the Lessee notice of the breach and 21 days for the Lessee to rectify it.

Under exceptional circumstances the Lessor may ask the Lessee to vacate the premises immediately.

The Lessor reserves the right to terminate the agreement in the event that the Lessee commits a breach of its obligations under the agreement and such breach is not rectified within one month of receiving written notice to do so from the Lessor.

The Lessor will not have right of re-entry or forfeiture unless and until—

- (a) the Lessor serves on the Lessee a notice specifying the particular breach complained of, and, if the breach is capable of remedy, requiring the Lessee to remedy the breach, and in any case requiring the Lessee to make compensation in money for the breach; and
- (b) the Lessee fails within a reasonable time thereafter to remedy the breach, if it is capable of remedy, and to make reasonable compensation in money to the satisfaction of the lessor for the breach.

The Lessor will be entitled to re-enter the Premises or forfeit the lease in the event of the Lessee failing to comply with such notice within a reasonable time.

Restore Premises

Before or within 14 days after termination of this agreement the Lessee must, at its expense, restore the premises to a condition satisfactory to the Lessor.

The Lessor will undertake an assessment and provide a checklist of items to be restored.

Property Inspections

The Lessor may conduct property inspections of the premises on an annual basis to ensure the appearance and the condition of the building is being maintained to the satisfaction of the Lessor and the *Health (Public Buildings) Regulations 1992*.

LESSEE'S RESPONSIBILITIES

Inclusive Membership

The Lessee must at all times employ an inclusive membership policy.

Report to Council

The Lessee must report all vandalism, defects, damage and pollution to the Lessor within 24 hours of any such occurrence being identified.

To report any issues please email mail@gingin.wa.gov.au or send via post to PO Box 510, GINGIN WA 6503. If urgent please telephone 9575 5100 during office hours.

Alterations

The Lessee shall not make any alterations, additions or improvements to or demolish any part of the Premises without the prior written consent from the Lessor. **Note:** Building Permits may be required.

Alterations, additions or improvements to the premises may result in a Lease Variation as project costs, including ongoing maintenance and full life costs, may be the responsibility of the Lessee.

There is a requirement under the *Land Administration Act 1997*, Section 18 (Crown land transactions that need Minister's approval) for the consent of the Minister for Lands for any alterations or further negotiations on this lease document.

Securing the Premises

The Lessee is to ensure the Premises, including Lessor's and Lessee's fixtures and fittings, are appropriately secured at all times. Where an alarm is present the alarm should be activated and the Lessor supplied with access codes.

Lessor's Right of Reasonable Entry

The Lessee must permit the Lessor or its authorised representative/s to enter the premises for the following purposes:

- (a) in the event of an emergency;

- (b) to undertake property inspections to ensure compliance with the terms of this Agreement;
- (c) to carry out routine repairs or other work necessary to maintain the premises in good condition; and
- (d) to carry out Capital Project works.

The Lessor will liaise with the Lessee to gain entry as required.

Maintenance and Cleaning

The Lessee agrees during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, clean and keep the Premises (which includes the Lessor's fixtures and fittings) in good repair having regard to the age of the Premises at the Commencement Date.

The Lessee shall comply with the *Maintenance and Cleaning Schedule* appended as **Annexure 2**.

The Lessee must at all times keep the Premises clean, tidy, unobstructed and free from dirt, rubbish and vermin, including bird/animal droppings.

In executing the obligations imposed on the Lessee under this clause, the Lessee shall keep clear and/or clean:

- (a) any electrical fittings and fixtures;
- (b) any plumbing;
- (c) any air-conditioning fittings and fixtures; and
- (d) any gas fittings and fixtures

in or on the Premises, use only licensed tradespersons, or such tradespersons as may be approved by the Lessor.

Repair

The Lessor is responsible for fair wear and tear repairs. Where the Lessee is responsible for any damage to the premises, inclusive of damage arising from not undertaking regular maintenance and cleaning, such damage is to be promptly repaired or damaged item replaced, at the Lessee's expense, to the satisfaction of the Lessor.

Fair wear and tear means damage that happens through the ordinary day-to-day use of a Premises by a Lessee and the ordinary cause from natural forces (sunlight, rain).

Defibrillator and Automated External Defibrillator (AED)

This Premises may have had a defibrillator fitted on request from the Lessee, funded by a third party.

The Lessee is responsible for all costs associated with the device, including being included in the Lessee Contents Insurance policy.

All AEDs perform self-maintenance checks on a daily, weekly and monthly basis to ensure that they are ready for use. In the event that the machine fails part of the test, the machine

will beep to alert that there is a fault with the machine. St John Ambulance Australia recommends a weekly inspection be performed on the machine to ensure the machine has not failed a self-check.

Work within Premises

The Lessee must carry out works in accordance with Work Safe (WA) practices, being mindful of the risk to health and fire hazards.

Any works must not cause a nuisance or inconvenience to the public or surrounding residents by virtue of activities or noise from the facility.

Lessor's Fixtures and Fittings

The Lessee covenants and agrees that the Lessor's Fixtures and Fittings will remain the property of the Lessor and must not be removed from the Premises at any time.

Maintain surroundings

The Lessee must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings, including but not limited to any flora, gardens, lawns, shrubs, hedges, trees, playground equipment and benches.

Playgrounds within the leased area must be raked or swept on a regular basis to ensure sharps are not present.

The Lessee agrees that any pruning of trees must be undertaken by a qualified tree surgeon. If any flora, trees or lawn dies the Lessee must replace the flora, trees or lawn at its own expense.

The Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

Replacement and expansion of reticulation is the responsibility of the Lessor. Maintenance, inclusive of replacing sprinklers, nozzles, valves and drip lines, as well as repairs to leaking reticulation lines, pipes, and the like are the responsibility of the Lessee.

Pest control

The Lessee must keep the Premises free of any pests and vermin. The cost of annual treatment for termites and spiders will be borne by the Lessor.

Drains

The Lessee must keep and maintain the waste pipes, drains and conduits originating in the Premises or connected thereto in a clean clear and free flowing condition, and must pay to the Lessor upon demand the cost to the Lessor of clearing any blockage which may occur in such waste pipes, drains and conduits between the external boundaries of the Premises and the point of entry thereof into any trunk drain unless such blockage has been caused without neglect or default on the part of the Lessee.

Any plumbing works must be undertaken by a qualified plumber/tradesperson.

The Lessee must not permit the drains, toilets, grease traps (if any) and other sanitary appliances on the Premises to be used for any purpose other than that for which they were constructed and must not allow any foreign matter or substance to be thrown therein.

Electrical / Solar

The Lessee shall not install any electrical equipment on the Premises that may overload the cables, switchboards or sub-boards. Any electrical works must be undertaken by a qualified electrician.

Any request by the Lessee to install solar panels will be considered in line with *Council Policy 1.40 Solar Panels on Shire Owned or Managed Infrastructure or Assets*.

Erosion

The Lessee must take such reasonable action as is necessary to prevent and rectify the effects of erosion, drift or movement of sand, soil, dust or water on or from the Premises, if it has occurred as a result of the Lessee's use of the Premises.

Behaviour

The Lessee is not to allow any anti-social behaviour in or around the premises including but not limited to loud music, foul language, drunken behaviour, uncontrollable parties, fighting, acts of physical violence and unwanted entry onto neighbouring properties.

Noise Restrictions apply from 7pm to 7am.

Hiring of the Premises

The Lessor acknowledges that the Lessee manages the hiring out of the premises to third parties. Hire fees be set as part of the Schedule of Fees and Charges in the Lessor's annual budget.

Records of all use, including own use, must be kept and provided to the Lessor on a quarterly basis. Records will be used to provide quarterly provision of consumables.

Records of all income derived from hire charges shall be forwarded to the Lessor on a quarterly basis. Said income can be retained by the Lessee as a management fee, less the Goods and Services Tax (GST) which is payable to the Lessor.

The Lessee is to provide prior written advice to the Lessor of all events held within the premises. The leased area is a Public Building meaning restrictions and conditions may be required.

The Lessee will not sell or supply liquor from the premises or allow liquor to be sold or supplied from the premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Health (Food Hygiene) Regulations 1993*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

Subletting and Assignment

The Lessee must not assign, sublet, part with possession or dispose of the Premises or any part of the Premises without the prior written consent of the Minister for Lands and the Lessor and any other persons whose consent is required under the terms of this Lease or at law.

No Mortgage or Charge

The Lessee must not mortgage nor charge the Premises.

Smoking on Premises

The Lessee must not smoke or permit a person to smoke within the leased premises.

Fire Mitigation

- (a) Fire Prevention – Without limiting any other provision of this Lease, the Lessee must in relation to the Leased Area promptly comply with:
 - i. the *Bush Fires Act 1954* and any other laws relating to the prevention and control of fires; and
 - ii. all proper directions concerning fire prevention and control given to the Lessee by the Lessor or any Authority.
- (b) Fire Control (Wild Fire) – The Lessee must immediately:
 - i. telephone 000 as soon as a fire is detected on the Leased Area;
 - ii. notify the Lessor as soon as a fire is detected on the Leased Area; and
 - iii. take all reasonable and safe action which the Lessee is able to take to try to extinguish any unauthorised or uncontrolled fire on the Leased Area
- (c) Authorised Fires – The Lessee must not do anything which causes or may cause a fire on the Leased Area unless the fire is:
 - i. not prohibited by law or by a direction of the Lessor or an Authority; and
 - ii. the fire is not dangerous and is properly controlled so that it cannot become dangerous.
- (d) Liability for Fires – The Lessee is responsible for and must pay or reimburse the Lessor for all Liabilities as a result of any fire which starts on the Leased Area unless the Lessee can prove to the reasonable satisfaction of the Lessor that the fire:
 - i. was not caused by the Lessee's negligent or unlawful act or omission or the Lessee's default under this Lease; or
 - ii. was started by a cause beyond the Lessee's reasonable control.
- (e) Risk Management Plan – Due to the nature of activities of the Lessee a Risk Management Plan may be required for certain activities and/or events undertaken within the leased premises. This may be an additional condition of this lease agreement as specified in accordance with **Item 8**.
- (f) Failure to comply can lead to immediate termination of this lease, subject to the Lessor first having given the Lessee notice of the breach and 21 days for the Lessee to rectify it.

Comply with Legislation, Acts and Statutory Obligations

The Lessee must promptly comply with all Acts, statutes and local laws from time to time in force relating to the Premises.

The Lessee must apply for, obtain and maintain in force all consents, approvals, authorities, licenses and permits required under any statute for the use of the Premises.

The Lessee must ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises.

The Lessee must comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Lessee carries on at the Premises.

The Lessee must not allow a person to carry out any harmful, offensive or illegal act within or around the Premises.

The Lessee indemnifies the Minister for Lands and the Lessor against:

- (a) failing to perform, discharge or execute any of the items referred to in this clause; and
- (b) any claims, demands, costs or other payments of or incidental to any of the items referred to in this clause.

INDEMNITY

Indemnity

The Lessee indemnifies, and shall keep indemnified, the Minister for Lands and the Lessor from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor or brought, maintained or made against the Lessor in respect of:

- (a) any loss whatsoever (including loss of use);
- (b) injury or damage of, or to, any kind of property or thing; and
- (c) the death of, or injury suffered by, any person,

except to the extent that such loss or damage is caused or contributed to by negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

Obligations Continuing

The obligations of the Lessee to indemnify the Lessor:

- (a) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations will be reduced by the extent of such payment.

- (b) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

Release

- (1) The Lessee:
 - (a) agrees to occupy and use the Premises at the risk of the Lessee; and
 - (b) releases to the full extent permitted by law, the Lessor from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee's use or occupation of the Premises by; and
 - (ii) loss of or damage to the Premises or personal property of the Lessee;

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.
- (2) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

Limit of Lessor's liability

- (1) The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring, except to the extent that such loss or damage is caused or contributed to by negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.
- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

DISPUTES

Referral of Dispute: Phase 1 (a)

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Lessor's Representative as nominated in writing by the Lessor from time to time (the Lessor's Representative) who shall convene a meeting within 15 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor and a nominated representative of the Lessee for the purpose of resolving the dispute (the Original Meeting).

Referral of Dispute: Phase 2 (b)

In the event the dispute is not resolved in accordance with **Disputes - clause A** of this Lease then the dispute shall be referred in writing to the Chief Executive Officer (CEO) of the Lessor who shall convene a meeting within 15 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and the President of the Lessee for the purpose of resolving the dispute.

Appointment of Arbitrator: Phase 3 (c)

In the event the dispute is not resolved in accordance with **Disputes - clause B** of this Lease then the dispute shall be determined by an independent arbitrator as agreed to by both parties, and the Lessor and the Lessee may each be represented by a legal practitioner, or otherwise as each party determines appropriate.

Payment of Amounts Payable to Date of Award (d)

The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid.

SCHEDULE

ITEM 1: LAND

Reserve 24019 - Lot 1037 on Deposited Plan P027318 being the land in Certificate of Crown Title Volume 3124 Folio 808.

PREMISES

The land and buildings contained within the area shown in **Annexure 1**.

Asbestos Hazard Report, included as **Annexure 3**.

ITEM 2: TERM

Two years, expiring 30 April 2024

ITEM 3: FURTHER TERM

Two years, expiring 30 April 2026

ITEM 4: COMMENCEMENT DATE

1 May 2022

ITEM 5: RENT

One dollar (peppercorn) per annum, payable on request.

ITEM 6: USE

Social and recreational activities of the Lancelin Playgroup Inc. and all uses reasonably ancillary to that purpose.

The *Building Code of Australia* classification of the building located on the premises is *Class 9b - an assembly building, including a trade workshop, laboratory or the like in a primary or secondary school, but excluding any other parts of the building that are of another Class*, and use must comply with this classification.

ITEM 7: PUBLIC LIABILITY INSURANCE

\$20,000,000.00

ITEM 8: ADDITIONAL TERMS AND CONDITIONS

8.1 The Lessor will undertake mowing, fertilising, weed control, edging, whipper snipping, removal of garden debris and tree maintenance in parklands only within the leased Premises. Maintaining the surrounds of the buildings is the Lessee's responsibility.

8.2 Redecorating

The Lessor is responsible to redecorate as required.

8.3 The Lessee and other users of the premises shall have access at all times to the toilet facilities situated in the adjoining section of the building not subject to the lease agreement.

8.4 The Lessor have the following buildings/property listed on their Property Register:

- . Playgroup - Lancelin Hall & Toilets
- . Playgroup - Shade Sails
- . Playgroup - Fencing

The Lessor's insurance covers these items only (not contents). Any other buildings or items will need to be covered by a separate policy held by the Lessee or its agents.

8.5 Bookings to be in accordance with the *Health (Public Buildings) Regulations 1992* and adhere to the people capacity number of no more than 123 in the whole area of the Lancelin Hall (Playgroup).

8.6 The Car Park is a shared use area and accordingly joint access is to be given to other users within the general premises. The Car Park is not within the leased area.

It is acknowledged that the Shire of Gingin and the Lancelin Playgroup Inc. agree on the above conditions and responsibilities.

Signed on behalf of the Shire of Gingin:

AARON COOK
CHIEF EXECUTIVE OFFICER

DATE

Signed on behalf of the Lancelin Playgroup Inc.:

SIGNATURE

DATE

PRINT NAME

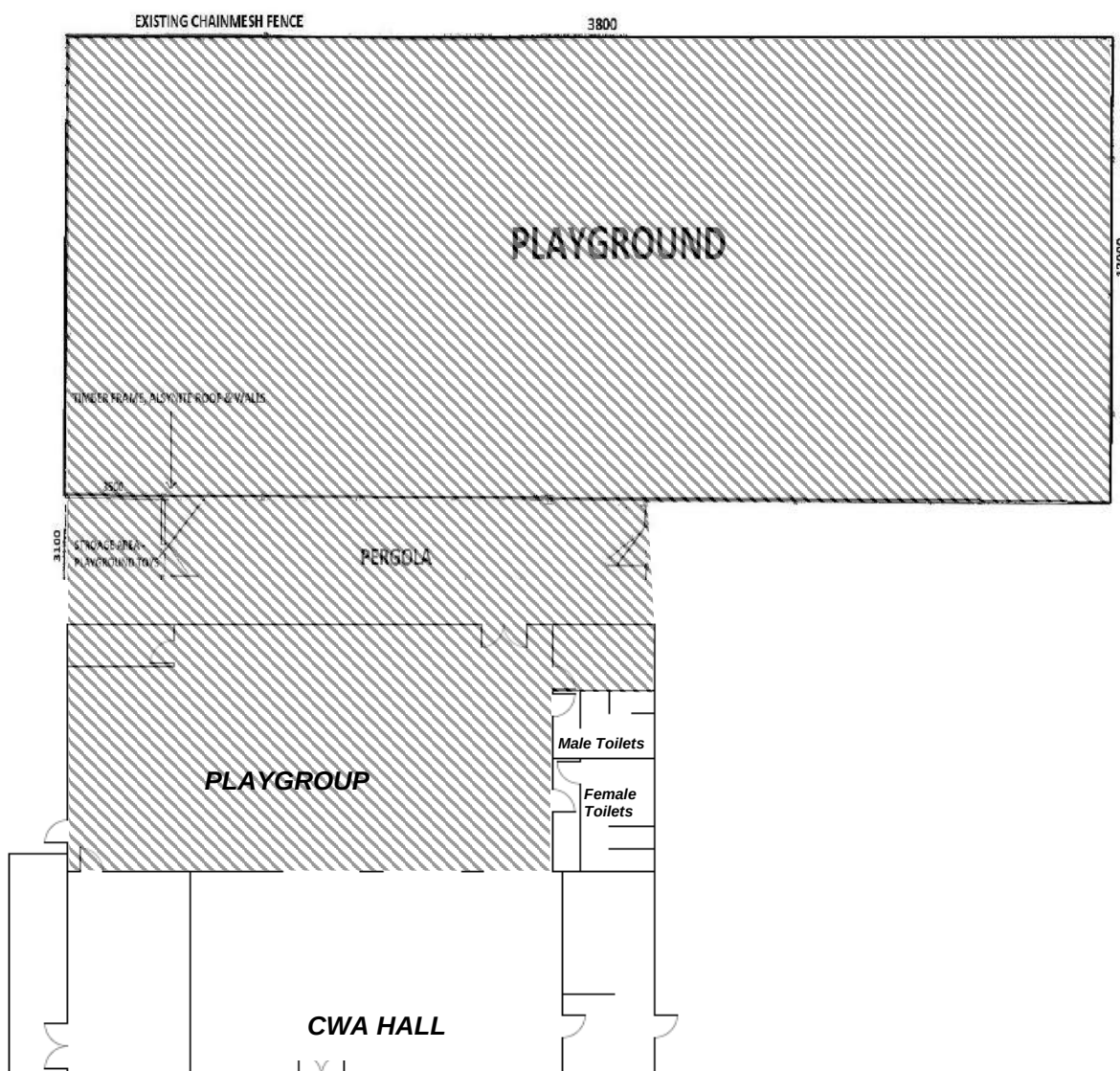
OFFICE HELD

MINISTER FOR LANDS CONSENT:

Consent under section 18 of the *Land Administration Act 1997* as per approval correspondence included as **Annexure 4**.

Annexure 1 – Plan of Premises

Leased area as hachured
Not to scale



Leased Area is a portion of Lot 1037 Gingin Road, Lancelin.



Annexure 2 – Maintenance and Cleaning

The following outlines the cleaning, maintenance and repair obligations of the Lessee for buildings that are leased under this Lease Agreement. This is to be read and adhered to in conjunction with the Lease Agreement.

The Lessor's expectation is that the Lessee is responsible for the cleaning, maintenance and repair of damage as a result of the use of the leased area.

Lessee Responsibilities

INTERNAL

The interior of the building is to be maintained in a clean and tidy condition at all times and within the terms of the Lease, is to be kept free of dirty marks, cobwebs and vermin. Rooms to be adequately aired to combat mould or mildew forming.

Internal	Lessee Responsibilities
Windows	To be kept clean, free from any marks and cobwebs. To be lockable and operable.
Doors	To be kept clean, free from any marks, damage and cobwebs. To be lockable and operable. Any door closers or other devices fitted should be maintained in good working order. NOTE: Locks are not to be changed without the prior approval of the Lessor. New locks must be keyed to Lessor's Master Key System.
Walls	To be kept clean, free from any marks, damage and cobwebs.
Ceilings	To be kept clean, free of cobwebs and cleaned of any temporary decoration. Penetrations for appliances such as air conditioning vents shall be kept clean and in good working order. NOTE: Any water damage or sagging to be reported to the Lessor without delay.
Floors	To be kept clean and regularly maintained in accordance with the requirements of the type of surface i.e. carpets to be vacuumed regularly and steam cleaned annually, hard floors to be swept and mopped. Hard floors to be stripped back and resealed as required by the lessor. In kitchen areas, relevant Health requirements should be strictly complied with.
Cupboards	To be regularly cleaned with all doors, latches, drawers and shelves being in good working order. To be free from any marks or food residue.
Built in Joinery: (benches, cabinets)	To be regularly cleaned and free of debris. Any damage, including water damage, is to be reported to the Lessor without delay.
Electrical Fittings	All electrical fittings such as power points, light switches and light fittings to be kept clean and in good working order. Any Lessee owned/installed item is the responsibility of the Lessee. All items owned/installed by the Lessee are to be tested and tagged by a licensed provider in accordance with AS/NZS 3760-2010 <i>In service safety inspection and testing of electrical equipment</i> . Replace light globes and fluorescent light tubes which may fail.

Fire Fighting Equipment and Exit Signs	To ensure Fire Fighting Equipment is not tampered with or removed from designated area. Lessee is responsible for costs incurred for replacement, mis-use, tampered or lost Fire Fighting Equipment. A clear path or access should be maintained with no obstruction within 1 metre of firefighting equipment. The Lessee is responsible for notifying the Lessor if the Fire Evacuation Exit Signs are not in good working order.
Rubbish Bins	All rubbish is to be placed in the outside Rubbish Bins in the designated bin areas / enclosures.
Security Systems	The Lessee to pay all costs associated with the installation and ongoing monitoring of the security system. To be maintained in accordance with the supplier's instructions. Provide evidence of regular annual maintenance (maintenance Report) by a licensed provider. All Telecommunications and any other fees are to be met by the Lessee. Lessee to provide Access Keys and alarm codes to the Lessor.
Sinks, Basins, Pedestal Pans & Cisterns	To be maintained in a clean and operable condition. Rectification of non-fair and wear damage, including grease poured down the drains, will be charged to the Lessee.
Toilets & Showers	To be kept in a clean and operable condition at all times. Rectification of non-fair and wear damage, including items forced down the drains, will be charged to the Lessee. Toilet and cleaning consumables to be provided by the Lessee. All walls and floor surfaces to be kept cleaned and undamaged.
Stove, Fans, Refrigerators, Heaters, & other White Goods	All to be kept clean and operated in accordance with the manufacture's requirements. Any Lessee owned/installed item is the responsibility of the Lessee. All Lessee owned/installed items to be tested and tagged by a licensed provider in accordance with <i>AS/NZS 3760-2010 In service safety inspection and testing of electrical equipment</i>.
Gas fittings and fixtures	To be kept clean and operated in accordance with the manufacture's requirements.

EXTERNAL

The whole of the exterior of the building is to be kept in a clean and tidy condition free from cobwebs, bird/animal droppings, leaves and debris/litter.

In particular, the following items must be given attention:

External	Lessee Responsibilities
Windows	To be kept clean, operable and lockable at all times.
Doors	To be kept clean, free from any marks, damage and cobwebs. To be lockable and operable. Any door closers or other devices fitted should be maintained in good working order. NOTE: Locks are not to be changed or altered. Locks may be keyed to Lessor's Master Key System. Lessee is responsible for the costs of lost keys and associated replacement.
Security Screens	To be kept clean and firmly fixed. Any cobwebs to be regularly removed.

Walls	To be kept clean, free from any marks, damage and cobwebs.
Verandah	To be kept clean and free from cobwebs. To be kept clean, tidy and free from litter, rubbish, leaves, debris and all bird/animal droppings.
Eaves	To be kept clean and free from cobwebs.
Pathways	To be kept clear of rubbish and to be swept regularly. Vegetation surrounding the building not to be damaged or removed.
Light Fittings	To be kept clean and free from cobwebs. Replace all light globes which may fail.
Signs	Any signs installed by the Lessee, located on the building are to be regularly maintained and kept in a safe condition. Signs that may become damaged are to be replaced immediately. Any approvals or licenses for signs are to be kept current.
Outdoor Sponsorship Signs	To be maintained to not less than the standard outlined above. Sponsorship Signs require approval of the Lessor before being installed.
Surrounds, including garden beds	To be kept clean, tidy and free from litter, rubbish, leaves, weeds and debris.
Rubbish Bins	Rubbish bins are to be kept neat and clean. To be placed in the designated areas. Bin enclosures to be kept clear of all rubbish and secured. Written request to be submitted to the Lessor for additional rubbish bins (general waste, recycling or other).

Lessor Responsibilities

Internal / External	Lessor Responsibilities
Gutter Cleaning	To undertake an annual gutter clean of natural product, including leaves, twigs and soil.
Fire Protection Equipment	To service and replace fire equipment as required.
Building Structural Repairs	To maintain and repair the building structure from wear and tear.
External Drainage	To repair external drainage infrastructure failure.
Air conditioning	The annual service and maintenance report is to be undertaken by a licensed provider.
Stove, Fans, Refrigerators, Heaters, & other White Goods	All items installed by the Lessor to be tested and tagged by a licensed provider in accordance with AS/NZS 3760-2010 <i>In service safety inspection and testing of electrical equipment</i> . Any Lessee owned/installed item is the responsibility of the Lessee.
Sinks, Basins, Pedestal Pans & Cisterns	Replacement and repair of fittings due to fair wear and tear.

Toilets & Showers	Replacement and repair of fittings due to fair wear and tear, such as taps, roll dispensers and coat hooks. Toilet and cleaning consumables to be provided by the Lessee.
Gas fittings and fixtures	Clearing of all blockages and repairs to fittings and fixtures due to fair wear and tear.
Electrical	Undertake testing of Residual Current Devices in accordance with <i>AS/NZS 3760-2010 In service safety inspection and testing of electrical equipment</i> . All Lessor installed items to be tested and tagged by a licensed provider in accordance with <i>AS/NZS 3760-2010 In service safety inspection and testing of electrical equipment</i> . All Lessee owned/installed items are the responsibility of the Lessee.

Annexure 3 – Asbestos Hazard Report

ACM Inspection			
Lancelin Playgroup (Lancelin Hall)			
Score	0%	Failed items	0
Document No.			000025
Site Inspection for Asbestos Containing Materials			
Client / Site	Lancelin Playgroup (Lancelin Hall)		
Completed on	4th May 2020 10:00 AM AWST		
Prepared by	Chelsea Anderson		
Location	(Lot 85) Groggin Road, Lancelin WA 6044		
Personnel			

Audit	
Site Address	
Building name and address	Lancelin Playgroup (Lancelin Hall) (Lot 85) Groggin Road, Lancelin WA 6044

Assessment of location and presumed or known/ tested ACM

Location

Location 1

Date and time of inspection 4th May, 2020 12:40 PM AEST

Describe location of the ACM/Presumed ACM

External views

Assumed ACM



Photo 1

Asbestos Containing Material ACM suspected

THIS ACMS ARE NOT FRANGIBLE		
Asbestos		Asbestos is not safe to touch or handle. It is a hazardous material and should be handled with care.
Asbestos		Asbestos is not safe to touch or handle. It is a hazardous material and should be handled with care.
Asbestos		Asbestos is not safe to touch or handle. It is a hazardous material and should be handled with care.
Asbestos		Asbestos is not safe to touch or handle. It is a hazardous material and should be handled with care.
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Asbestos		Asbestos is not safe to touch or handle. It is a hazardous material and should be handled with care.
Asbestos		Asbestos is not safe to touch or handle. It is a hazardous material and should be handled with care.

Common locations of materials containing asbestos in a commercial building



www.asbestos.gov.au

Condition Good

Details on Condition: Good condition.

Quantity sqm (app) 25 m2

Friable or Non-Friable Non-Friable

Is this an inaccessible area? Inaccessible

Actions for consideration: Monitor and Review the ACM's condition
Signify ACM present

Other details:

Private & Confidential

Acknowledgements

Action required: status: **Corrective Action Reference**

Monitor condition and review in 12 months or earlier if damage becomes apparent

Acknowledgements

Inspected by (Name)



Chiara Acciari (L605)

21st May, 2020 2:12 PM AEST

Inspected by (Name)

Warner de Boer (accompanied)

25th Mar, 2020 10:29 AM AEST

Acknowledged by (Name)

Appendix



Photo 1

Private & Confidential

5/5

Private & Confidential

5/5

Annexure 4 – Minister for Lands Consent



Department of Planning,
Lands and Heritage

Land Use Management

Case: 2201078
Our ref: File 02962-1054, IDA11780123.
Enquiries: Kevin Harrison, ph 9791 0860
Fax: 6118 8116

3rd May 2022

Chief Executive Officer
Shire of Gingin
PO Box 510
Gingin WA 6503

Email only Cher.Groves@gingin.wa.gov.au

Dear Cher

Section 18 Ministers Consent for proposed Lease over portion of Reserve 24019, Shire of Gingin between Lancelin Playgroup

Thank you for your recent correspondence regarding permission to Lease part of Reserve 24019 which is set aside for the purpose of Hall Site and managed by the Shire of Gingin with power to lease for any term not exceeding 21 years subject to the consent of the Minister for Lands.

In accordance with section 18 of the *Land Administration Act 1997* (LAA) approval from the Minister for Lands is granted to the proposed Lease provided to the Department of Planning, Lands and Heritage by email dated 26th April 2022 on the condition that the final document executed by the parties is on the same terms as that provided to the Department with that email. If the final document executed by the parties is not on the approved terms, then it may be void under section 18 LAA.

Please note that this approval is for the purposes of section 18 LAA only and does not constitute an endorsement as to the terms and effect of the document. The Department cannot provide any advice in respect of the Lease and recommends that each party obtain their own independent advice as to their rights and obligations under the Lease.

This approval is subject to the registration requirements of the *Transfer of Land Act 1893*. You will need to provide a copy of this letter to Landgate if the documents are to be lodged for registration at Landgate.

Should you have any enquiries please don't hesitate to contact me on any of the above details.

Yours sincerely

Kevin Harrison
Senior Land Officer
Case Delivery

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000
Tel: (08) 6551 8002 info@dph.wa.gov.au www.dph.wa.gov.au
ABN 68 565 723 484
wa.gov.au

12.2 LEDGE POINT COUNTRY CLUB SECURITY SYSTEM SELF SUPPORTING LOAN

File	CSV/14
Author	Bethwyn Innes - Executive Assistant to EMCCS
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Quote 1001 from Jezlec Electrical and Communications [12.2.1 - 1 page] 2. Balance Sheet [12.2.2 - 2 pages] 3. Profit & Loss [With Year to Date] [12.2.3 - 4 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a request from the Ledge Point Country Club (LPCC) for a self-supporting loan to fund installation of a CCTV security system at the premises.

BACKGROUND

In March 2022, the LPCC submitted a Concept Enquiry for the installation of a CCTV security system at the clubhouse building at 381 Turner Street, Ledge Point. The system will comprise a 24-channel network recorder, 23 cameras, 10TB storage, and a CCTV monitor. Included within the application was a request for a self- supporting loan to fund the purchase.

The premises is leased by Council to the LPCC and includes the clubroom (hall/bar/cool room/kitchen, toilets), outdoor pergola/patio area, playground, a 9 hole golf course and synthetic bowling green. The cameras are proposed to be located on the clubroom building providing both internal and external coverage.

Within its application, the LPCC has requested a self-supporting loan from the Shire to cover the full cost of the purchase to the value of \$10,010. The application is attached to this report as **Appendix 12.2.1**.

The Executive Management Team (EMT) considered the application at its meeting on 30 March 2022, and confirmed in-principle support for the LPCC to install a CCTV Security System at its premises subject to the following conditions:

- Providing latest financial statements for review; (**Appendices 12.2.2 and 12.2.3**)
- Council approving a self-supporting loan facility;
- LPCC to liaise with our Assets division prior to installation; and
- LPCC accepting responsibility for ongoing maintenance and renewal of the CCTV.

COMMENT

As a Shire facility which provides a range of recreational services with an ancillary club/tavern licence, the provision of CCTV will enhance security for patrons and infrastructure during operating hours, and for infrastructure out of hours. As Ledge Point is a coastal town which receives an increase in visitor numbers during the summer/holiday periods, enhanced security to the area may be of further benefit.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Council has no allocation within the 2021/22 Budget for provision of a self-supporting loan and any request, if approved, will require an amendment to the Budget.

Option 1

Council borrows the money on behalf of the LPCC with LPCC repayments funding Council's repayments to the lender.

This is the typical arrangement which results in no net impact on Council's cash position. While the debt to the lender and from the LPCC will appear on Council's assets and liabilities, its cash position remains unaffected.

Option 2

Council advances the money to LPCC from its own funds, with the LPCC repayments returning directly to the Shire.

This is a less frequently used method and is typically used when the funds sought are not significant and can be accommodated by Council.

Under this option, the agreement and repayment schedule are prepared and executed by the Shire and LPCC, with cash provided by the Shire. This reduces the Shire's available cash for other purposes; however it can be either included within Council's budget allocations or funded from (and returned to) reserves.

It is recommended that Council endorse Option 2 with the advance being funded from, and repayments returned to, the Recreation Development Reserve. Installation of CCTV fits within the purpose of this reserve which is the 'Development of Recreation Facilities'. It is proposed that an interest rate of 1.8%p.a. be applied requiring 10 six monthly repayments of \$1,050 to repay the advance.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	2. Connections & Wellbeing - Grow and Nurture Community Connectedness and Wellbeing
Strategic Objective	2.1 Community Safety & Support - Provide support and advocacy to residents and visitors so that they feel safe and secure at home and in the environment

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Court

SECONDED: Councillor Johnson

That Council:

1. Agree to advance an amount of \$10,000 to the Ledge Point Country Club, repayable by 10 6-monthly payments of \$1,050 commencing on execution of Advance Agreement documentation, prepared at LPCC expense; and
2. Authorise funding of a \$10,000 advance from the Recreation Development Reserve with repayments from the LPCC to be returned to this Reserve.

CARRIED BY ABSOLUTE MAJORITY

9 / 0

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

AGAINST: *Nil*

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

APPENDIX 12.2.1

Jezlec Electrical and Communications

0411089628
jezlec@outlook.com
ABN 77 412 501 511

Quote

ADDRESS

Ledge Point Country Club
10 Turner Street Ledge Point
6043 Wa

QUOTE NO. 1001

DATE 18/03/2022

EXPIRATION DATE 15/04/2022

DESCRIPTION	AMOUNT
To supply and install 1 x dauha cctv kit consisting of 23 x 6mp cameras, 1 x 24channel nvr, 2 x 10TB harddrives with nvr located in office.	8,750.00
To supply and install 1 x dauha cctv kit consisting of 23 x 6mp cameras, 1 x 24channel nvr, 1 x 10TB harddrives with nvr located in office.	8,150.00
To supply and install 1 x 32 inch screen with audio	350.00
To supply and install 1 x 6mp dahua camera	300.00
We appreciate your business	SUBTOTAL 17,550.00
Any queries regarding this	GST TOTAL 1,755.00
quote please contact me 0411089628	TOTAL A\$19,305.00
Have a great day.	
License numbers	
Electrical contractor EC 11467	
Electrical workers EW 148031	
Communications License A041547	
Security License 73364	
Air conditioning License L149656	

Accepted By

Accepted Date

Quotes valid for 30 days.

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 12.2.2

Created: 16/04/2022 12:23 PM

Ledge Point Country Club (Inc)

Balance Sheet

As of February 2022

Turner Street
LEDGE POINT WA 6043

ABN: 75 557 285 670

Assets		
Current Assets		
Bendigo Bank - 122689961	\$17,750.86	
Undeposited Funds	\$1,400.10	
Sales clearing account		\$20,474.97
Golf Club - Bendigo Bank 121373526	\$44,415.08	
Golf - Bendigo Bank	\$2,102.71	
Golf - Easy Saver - 122211659	\$65,896.89	
Golf Club-Petty Cash	-\$969.07	
Golf Club - Floats	\$692.00	
Golf - Merchant Card 143063576	\$1,535.93	
Bowls - Bendigo 128517620	\$8,304.88	
Bowls - Building Fund 170538524		\$17,783.01
Bowls - Petty Cash	\$45.70	
Cash on hand		
Safe float	\$7,280.00	
ATM Float	\$4,400.00	
Prepayments	\$3,610.31	
Bar stock - at cost	\$25,219.92	
Kitchen Stock - at cost	\$3,435.34	
Total Current Assets		\$185,120.65
Non-Current Assets		
LAND & BUILDINGS		
Land & Buildings - at cost	\$850,000.00	
Golf-Shed at Cost	\$45,893.00	
Less GC building acc depn	-\$13,935.00	
Total LAND & BUILDINGS		\$881,958.00
FURNITURE & FITTINGS		
Furniture, fittings, office eq	\$344,632.91	
Less accumulated depreciation	-\$294,831.00	
Kitchen Equipment	\$115.45	
Ground impr	\$144,463.00	
Less accumulated depreciation	-\$92,475.00	
Equipment Golf-paid via CC	\$116,585.72	
Less Accumulated Depreciaton	-\$85,077.00	
Golf Equip - paid by GC	\$160,195.00	
Less accumulated depreciation	-\$120,602.00	
Golf Course Estab-paid via CC	\$3,015.55	
Less accumulated depreciation	-\$2,263.00	
Golf Course Estab-paid by GC	\$55,476.00	
Less accumulated depreciation	-\$38,076.00	
Bowling Greens	\$100,000.00	
Less : Accum Dep - Bowing Greens	-\$100,000.00	
Bowling Green Imp-paid via CC	\$170,301.06	
Less accumulated depreciation	-\$87,173.00	
Bowling Equip-paid by BC	\$14,692.00	
Less accumulated depreciation	-\$7,509.00	
Total FURNITURE & FITTINGS		\$281,470.69
MOTOR VEHICLES		
Golf-Lawnmower	\$33,845.00	
Less : Accum Depp Golf Lawnmower	-\$19,808.00	
Golf - Tractor at cost	\$35,000.00	

This report includes Year-End Adjustments.

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 12.2.2

Created: 16/04/2022 12:23 PM

Ledge Point Country Club (Inc)

Turner Street
LEDGE POINT WA 6043

ABN: 75 557 285 670

Balance Sheet

As of February 2022

Total MOTOR VEHICLES	\$49,037.00	
Total Non-Current Assets		\$1,212,465.69
Total Assets		\$1,435,844.32
Liabilities		
Current Liabilities		
Fayes CC - 693685497	\$14.32	
Taryns CC - 156834475	-\$1,059.90	
Kitchen CC - 693685521	\$549.06	
Kerry CC - 693685547	\$41.08	
GST Collected on Sales	\$21,727.54	
GST Payable Adjustment Control	-\$8,370.00	
GST Paid on Purchases	-\$1,157.61	
Golf Club GST Clearing	\$961.73	
Bowls GST Clearing Acc	\$56.00	
GST rounding	-\$266.93	
Accrual Group Tax	\$4,150.04	
Superannuation Liability	\$12,714.47	
Provision for Annual Leave	\$13,786.00	
ATO Integrated Client Acct	-\$8,482.95	
Insurance Premium Funding	\$10,367.23	
Less Unexpired Interest	-\$422.64	
Trade Creditors	\$260.35	
Total Current Liabilities		\$44,867.79
Non-Current Liabilities		
Membership fees in advance	\$18,113.64	
Debentures	\$5,400.00	
Total Non-Current Liabilities		\$23,513.64
OTHER LOANS - UNSECURED		
Shire loan no. 90	-\$2,633.42	
Total OTHER LOANS - UNSECURED		-\$2,633.42
Payroll Liabilities		\$92.20
Total Liabilities		\$65,840.21
Net Assets		\$1,370,004.11
Equity		
Assett revaluation reserve	\$798,851.00	
Acc funds beginning of year	\$504,189.84	
Current Earnings	\$66,963.27	
Total Equity		\$1,370,004.11

This report includes Year-End Adjustments.

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 12.2.3

Created: 16/04/2022 12:24 PM

Ledge Point Country Club (Inc)

Profit & Loss [With Year to Date]

Turner Street
LEDGE POINT WA 6043

February 2022

ABN: 75 557 285 670

	Selected Period	% of Sales	Year to Date	% of YTD Sales
Income				
BAR INCOME				
Bar Sales	\$28,186.07	53.2%	\$150,918.62	47.6%
Total BAR INCOME	\$28,186.07	53.2%	\$150,918.62	47.6%
KITCHEN INCOME				
Kitchen Receipts	\$13,786.89	26.0%	\$69,366.11	21.9%
Total KITCHEN INCOME	\$13,786.89	26.0%	\$69,366.11	21.9%
SOCIAL INCOME				
Raffle receipts	\$0.00	0.0%	\$1,783.15	0.6%
Bar Snacks	\$0.00	0.0%	-\$31.80	0.0%
Total SOCIAL INCOME	\$0.00	0.0%	\$1,751.35	0.6%
ADMINISTRATION INCOME				
Members' subscriptions	\$718.18	1.4%	\$27,135.86	8.6%
Sundry Admin income	\$214.36	0.4%	\$1,200.86	0.4%
Containers for Change	\$133.91	0.3%	\$570.73	0.2%
Total ADMINISTRATION INCOME	\$1,066.45	2.0%	\$28,907.45	9.1%
GOLF CLUB INCOME				
Golf - Sausage Sizzles, Drinks & BBQ	\$0.00	0.0%	\$1,445.48	0.5%
Golf - Membership	\$81.81	0.2%	\$11,486.35	3.6%
Affiliation	\$45.46	0.1%	\$3,731.82	1.2%
Fuel Rebate	\$0.00	0.0%	\$649.00	0.2%
Sale of Apparell	\$0.00	0.0%	\$363.63	0.1%
Sale of Golf balls etc	\$209.10	0.4%	\$1,073.65	0.3%
Green Fees	\$6,633.57	12.5%	\$28,173.27	8.9%
Ladies	\$0.00	0.0%	\$272.71	0.1%
Friday	\$0.00	0.0%	\$1,331.81	0.4%
Saturday	\$0.00	0.0%	\$1,877.29	0.6%
Sledgers	\$0.00	0.0%	\$386.36	0.1%
Buggy Electricity	\$0.00	0.0%	\$1,499.99	0.5%
BBQ Fundraising & Catering	\$506.83	1.0%	\$506.83	0.2%
Comp Sponsorship	\$309.09	0.6%	\$309.09	0.1%
Sundry Admin	\$0.00	0.0%	\$250.00	0.1%
Open Day	\$0.00	0.0%	\$286.23	0.1%
Interest Received	\$2.68	0.0%	\$8.47	0.0%
Buggy & Club Hire	\$654.57	1.2%	\$4,788.20	1.5%
Recycling Income	\$87.45	0.2%	\$387.36	0.1%
Total GOLF CLUB INCOME	\$8,530.56	16.1%	\$58,827.54	18.6%
BOWLING CLUB INCOME				
Bowls - Subscriptions	\$0.00	0.0%	\$1,272.73	0.4%
Bowls - Affiliation	\$0.00	0.0%	\$272.75	0.1%
Bowls - Green Fees	\$1,137.26	2.1%	\$4,599.98	1.5%
Raffles	\$200.00	0.4%	\$781.82	0.2%
Functions	\$0.00	0.0%	-\$29.03	0.0%
Interest Income	\$0.73	0.0%	\$2.85	0.0%
Recycling Income	\$57.27	0.1%	\$71.09	0.0%
Total BOWLING CLUB INCOME	\$1,395.26	2.6%	\$6,972.19	2.2%
Total Income	\$52,965.23	100.0%	\$316,743.26	100.0%
Cost Of Sales				
Cost of Sales - Bar				
Opening stock - Bar	\$28,653.45	54.1%	\$57,838.90	18.3%
Purchases - Bar	\$14,085.29	26.6%	\$58,643.18	18.5%

This report includes Year-End Adjustments.

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 12.2.3

Created: 16/04/2022 12:24 PM

Ledge Point Country Club (Inc)

Profit & Loss [With Year to Date]

Turner Street
LEDGE POINT WA 6043

February 2022

ABN: 75 557 285 670

	Selected Period	% of Sales	Year to Date	% of YTD Sales
Less Rebates	\$0.00	0.0%	-\$106.07	0.0%
Closing Stock - Bar	-\$25,219.92	(47.6)%	-\$53,873.37	(17.0)%
Total Cost of Sales - Bar	\$17,518.82	33.1%	\$62,502.64	19.7%
Cost of Sales - Kitchen				
Opening Stock - Kitchen	\$5,248.00	9.9%	\$5,248.00	1.7%
Purchases - Kitchen	\$7,035.08	13.3%	\$32,642.60	10.3%
Closing Stock - Kitchen	-\$3,435.34	(6.5)%	-\$3,435.34	(1.1)%
Total Cost of Sales - Kitchen	\$8,847.74	16.7%	\$34,455.26	10.9%
Total Cost Of Sales	\$26,366.56	49.8%	\$96,957.90	30.6%
Gross Profit	\$26,598.67	50.2%	\$219,785.36	69.4%
Expenses				
BAR EXPENSES				
BOC Gas & Rentals	\$75.78	0.1%	\$507.85	0.2%
Cleaning materials	\$343.07	0.6%	\$1,177.89	0.4%
EFTPOS fees and assoc cost	\$0.00	0.0%	\$706.30	0.2%
Till rolls, etc	\$180.14	0.3%	\$180.14	0.1%
Equipment replacement	\$5.45	0.0%	\$145.45	0.0%
Freight	\$706.63	1.3%	\$3,006.59	0.9%
Fuel - LPCC business	\$142.44	0.3%	\$344.58	0.1%
Ace of Clubs	\$909.09	1.7%	\$909.09	0.3%
Bar wages costs				
Staff casual - superannuation	\$1,314.64	2.5%	\$5,632.01	1.8%
Staff casual - wages	\$6,564.35	12.4%	\$29,047.56	9.2%
Staff perm - wages	\$5,769.22	10.9%	\$23,076.88	7.3%
Total Bar wages costs	\$13,648.21	25.8%	\$57,756.45	18.2%
Total BAR EXPENSES	\$16,010.81	30.2%	\$64,734.34	20.4%
KITCHEN EXPENSES				
Kitchen Equip Replacement	\$0.00	0.0%	\$502.73	0.2%
Kitchen Wages Costs				
Kitchen Staff - Wages	\$2,690.92	5.1%	\$13,947.23	4.4%
Total Kitchen Wages Costs	\$2,690.92	5.1%	\$13,947.23	4.4%
Kitchen Cleaning	\$613.64	1.2%	\$1,413.64	0.4%
Total KITCHEN EXPENSES	\$3,304.56	6.2%	\$15,863.60	5.0%
SOCIAL EXPENSES				
Entertainment costs	\$64.16	0.1%	\$456.40	0.1%
RGL licences	\$0.00	0.0%	\$612.00	0.2%
Live Entertainment Costs	\$29.09	0.1%	\$379.09	0.1%
Raffle prizes	\$0.00	0.0%	\$290.00	0.1%
Raffle expense	\$0.00	0.0%	\$60.00	0.0%
Xmas/New Year Sundries	\$0.00	0.0%	\$133.64	0.0%
Sundry Social Costs	\$0.00	0.0%	\$140.82	0.0%
Total SOCIAL EXPENSES	\$93.25	0.2%	\$2,071.95	0.7%
ADMINISTRATION EXPENSES				
Advertising	\$0.00	0.0%	\$71.46	0.0%
Auditing Expenses	\$0.00	0.0%	\$300.00	0.1%
Bank & Govt charges	\$0.00	0.0%	\$1.33	0.0%
Computer expenses	\$0.00	0.0%	\$169.99	0.1%
Equipment maintenance	\$5.00	0.0%	\$595.97	0.2%
General Insurance	\$513.85	1.0%	\$2,055.40	0.6%

This report includes Year-End Adjustments.

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

APPENDIX 12.2.3

Created: 16/04/2022 12:24 PM

Ledge Point Country Club (Inc)

Profit & Loss [With Year to Date]

Turner Street
LEDGE POINT WA 6043

February 2022

ABN: 75 557 285 670

	Selected Period	% of Sales	Year to Date	% of YTD Sales
Interest expense	\$0.00	0.0%	\$47.85	0.0%
Printing & stationery	\$0.00	0.0%	\$309.64	0.1%
Sundry administration	\$4.55	0.0%	\$169.05	0.1%
Admin Wages	\$1,436.97	2.7%	\$7,618.63	2.4%
Bookkeeping	\$0.00	0.0%	\$2,656.25	0.8%
Western Power - Club	\$3,440.67	6.5%	\$9,060.90	2.9%
Workers' compensation insuranc	\$526.67	1.0%	\$2,106.68	0.7%
Electricity/Gas - House	\$427.99	0.8%	\$746.31	0.2%
Fuel - Club Business	\$0.00	0.0%	\$58.65	0.0%
Total ADMINISTRATION EXPENSES	\$6,355.70	12.0%	\$25,968.11	8.2%
GOLF CLUB - EXPS PAID BY GC				
Bank Charges	\$117.24	0.2%	\$480.04	0.2%
Maintenance	\$1,704.91	3.2%	\$1,943.79	0.6%
Retic/Fertiliser/Ground Mtce	\$0.00	0.0%	\$3,569.90	1.1%
Chemical/ Weed Control	\$250.00	0.5%	\$250.00	0.1%
Green Keeping	\$1,400.00	2.6%	\$5,600.00	1.8%
Course Improvements	\$116.98	0.2%	\$578.35	0.2%
Repairs & Maint - Plant	\$906.15	1.7%	\$3,395.41	1.1%
Motor Vehicle Fuel & Oil	\$2,463.78	4.7%	\$2,463.78	0.8%
Golf Day Expenses	\$0.00	0.0%	\$286.23	0.1%
Trophies/Prizes	\$0.00	0.0%	\$2,118.60	0.7%
Flags, Markers etc	\$184.55	0.3%	\$274.55	0.1%
Advertising	\$0.00	0.0%	\$290.00	0.1%
Insurance	\$1,346.39	2.5%	\$7,617.41	2.4%
Security Exp	\$0.00	0.0%	\$260.00	0.1%
Equipment under \$3,000.00	\$171.00	0.3%	\$171.00	0.1%
Printing, Postage & Stationery	\$234.43	0.4%	\$1,007.11	0.3%
Computer Expenses	\$212.34	0.4%	\$862.64	0.3%
Shire - Electricity	\$0.00	0.0%	\$3,053.28	1.0%
Raffle/Promo Exps	\$0.00	0.0%	\$63.64	0.0%
Internet Services	\$22.73	0.0%	\$90.92	0.0%
Volunteers Amenities	\$0.00	0.0%	\$535.88	0.2%
Sundry Admin	\$0.00	0.0%	\$906.36	0.3%
Golf balls, etc	\$84.36	0.2%	\$856.67	0.3%
Food & consumables	\$559.49	1.1%	\$2,794.56	0.9%
Gas	\$0.00	0.0%	\$54.52	0.0%
Total GOLF CLUB - EXPS PAID BY GC	\$9,774.35	18.5%	\$39,524.64	12.5%
BOWLING CLUB EXPENSES				
Bank Fees/Charges	\$580.40	1.1%	\$1,073.63	0.3%
Purchases under \$1000.00	\$0.00	0.0%	\$33.95	0.0%
Affiliation Bowls WA	\$0.00	0.0%	\$731.82	0.2%
Cost of Refreshments	\$0.00	0.0%	\$344.17	0.1%
Functions	\$129.54	0.2%	\$129.54	0.0%
Prizes	\$0.00	0.0%	\$138.21	0.0%
Raffle Prizes	\$0.00	0.0%	\$407.27	0.1%
Postage/Stationery	\$18.14	0.0%	\$29.50	0.0%
Myob	\$76.36	0.1%	\$414.53	0.1%
Miscellaneous Expenditure	\$77.42	0.1%	\$1,356.83	0.4%
Total BOWLING CLUB EXPENSES	\$881.86	1.7%	\$4,659.45	1.5%
Total Expenses	\$36,420.53	68.8%	\$152,822.09	48.2%

This report includes Year-End Adjustments.

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

APPENDIX 12.2.3

Created: 16/04/2022 12:24 PM

Ledge Point Country Club (Inc)

Turner Street
LEDGE POINT WA 6043

ABN: 75 557 285 670

Profit & Loss [With Year to Date]

February 2022

	Selected Period	% of Sales	Year to Date	% of YTD Sales
Operating Profit	-\$9,821.86	(18.5)%	\$66,963.27	21.1%
Total Other Income	\$0.00	0.0%	\$0.00	0.0%
Total Other Expenses	\$0.00	0.0%	\$0.00	0.0%
Net Profit/(Loss)	-\$9,821.86	(18.5)%	\$66,963.27	21.1%

This report includes Year-End Adjustments.

12.3 LIST OF PAID ACCOUNTS FOR THE PERIOD ENDING 30 APRIL 2022

File	FIN/25
Author	Tania Ladner – Finance 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 April 2022.

BACKGROUND

Council has delegated authority to the Chief Executive Officer (CEO) to exercise the power to make payments from the Municipal Fund (Delegation 2.15 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 \$2,927,906.80 were paid during the month of April 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)	\$2,413,418.57
• Municipal Fund cheques	\$14,282.53
• Municipal Fund direct debits	\$500,205.70

Total Municipal Expenditure	\$2,927,906.80

Total Trust Fund Expenditure	\$0

Total Expenditure	\$2,927,906.80

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 2.1 Payment of Creditors

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 and Accountability
Strategic Objective	4.4 Strategic and 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 Balcombe

SECONDED: Councillor Kestel

That Council note all payments made by the Chief Executive Officer under Delegation 2.15 for April 2022 totalling \$2,927,906.80 as detailed in the schedule provided to Councillors comprising:

• Municipal Fund electronic funds transfers (EFT)	\$2,413,418.57
• Municipal Fund cheques	\$14,282.53
• Municipal Fund direct debits	\$500,205.70
• Trust Fund	\$0

CARRIED UNANIMOUSLY
9 / 0

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

AGAINST: *Nil*

12.4 RATING STRATEGY

File	RAV/1
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Rating Strategy - Shire of Gingin [12.4.1 - 3 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider adoption of the Shire of Gingin Rating Strategy for the purposes of public consultation.

BACKGROUND

The Shire's Strategic Community Plan articulates the vision for the Shire, with the Corporate Business Plan describing how that vision will be achieved over the next four years. The annual Budget describes how services and infrastructure will be funded for the next year, with the Long Term Financial Plan (LTFP) setting out the financial plan for the next ten years.

The adoption of the Annual Budget is expected to be considered at an Ordinary/Special Meeting in July 2022.

Rates are a substantial source of income for the Shire accounting for approximately 60% of operating revenue. The *Local Government Act 1995* (the Act) empowers local governments to impose general rates and minimum payments on rateable land. Local governments can impose either uniform general rates or differential general rates.

Uniform general rates are where a local government sets a single general rate in the dollar for each valuation category (either a Gross Rental Value [GRV] or Unimproved Value [UV]) being a uniform general rate in the valuation dollar applied to all properties within a valuation category regardless of their location or land use.

As an alternative to adopting a uniform general rate, a local government may apply different rates in the dollar within each valuation category. A differential rate may be applied using the following characteristics, or combination thereof:

- The zoning of the land;

- The purpose for which the land is held or used as determined by the local government;
- If the land is vacant or not; and
- Any characteristic prescribed (currently only relevant to amalgamations).

The intention behind applying differential rates is to recognise the different levels of services, and associated costs in provision of those services, by the different types of properties based on their land use.

The overall objective of a rating strategy is to provide for the net funding requirements of the Shire's services, activities, financing costs and the current and future capital requirements of the Shire as outlined in the Strategic Community Plan, Corporate Business Plan, LTFP and the Annual Budget, and to fund these requirements in an equitable way.

The Shire of Gingin first applied a differential general rate when adopting its 2011/12 Annual Budget and has continued to do so each year thereafter. Within the Unimproved Value rating category, Council introduced a UV Rural – Intensive/Mining rate to those rural properties held or used for the purposes of Agriculture Intensive, Animal Husbandry – Intensive, Extractive Industry, Mining (excluding exploration and prospecting tenements), Aquaculture, or Water. Any property with development approval for these land uses attracted the Rural-Intensive/Mining UV rate.

In early 2012, Council implemented a rates concession to UV Rural – Intensive/Mining rated properties seemingly in response to complaints following the introduction of differential rating. The practice, adopted through the creation of a Council policy, was for the concession to be applied, on request, to those properties with less than 75% of the land used for the intensive use. Consequently, not all (92 of 246) Intensive – Rural/Mining properties received the concession prior to its removal.

The basis of the concession was calculated by applying the 'UV Rural - Intensive/Mining' rate in the dollar to area under which the intensive activity was undertaken, with the lower 'UV Rural & UV Other' rate applied to the balance of the land.

This practice is not endorsed by the Valuer General's Office, nor is it included within Council's current Statement of Objects and Reasons for Differential Rating as provided above.

As part of its 2021/22 Budget deliberations, Council removed the concession to return the intent of implementing differential rating, so all properties make a fair contribution to rates based on land use. In doing so, it also requested that a review of its Rating Strategy be undertaken and presented for Council consideration in preparation for the 2022/23 financial year.

COMMENT

The most recent Audit Report from Council's Auditors stated that:

In our opinion, there is an indication of a significant adverse trend in the financial position of the Shire as the Operating Surplus Ratio has been below the Department of Local Government, Sport, and Cultural Industries (DLGSCI) basic standard for the past three years.

The Operating Surplus Ratio measures the Shire's ability to cover its operational costs and have revenues available for capital funding or other purposes. A significant portion of operational costs includes asset depreciation, which reflects the significant asset base to be maintained relative to the Shire's population (ratepayer) base.

Council continues to monitor its operating costs to address this trend, particularly within management of its asset base, and reducing costs where possible without impacting services, however this can only be part of a larger suite of responses to ensuring ongoing sustainability of the Shire services. Other areas currently under review include the provision and level of current services, other revenue sources, and Council's rating strategy. This report deals with the rating strategy.

Council at its 3 May 2022 Briefing Session considered a Briefing Paper on rating options for the 2022/23 financial year, specific to the review of its current rating strategy and alternate rating options.

Options considered included –

Option 1 – Removal of Differential Rating

Based on current land valuations (we are advised revaluations of both GRV and UV properties within the Shire has been undertaken and will be applied by the Valuer General's Office for the 2022/23 rating year), the current rating structure generated \$8,881,855 in rate revenue (Table 1).

Table 1.

Rate Category	Rate in \$	No. of Properties	Rates	Minimum	No. of Min. Properties	Rates
GRV towns/other	0.09189	2,479	\$3,804,397	\$1,166	1,827	\$2,130,282
UV Rural / Other/Mining	0.005119	367	\$1,325,192	\$1,470	498	\$732,060
UV Intensive/Mining	0.00761	96	\$488,674	\$2,675	150	\$401,250
		2,942	\$5,618,263		2,475	\$3,263,592

This option removes differential rating and applies a single minimum and single rate in the \$ across all UV properties. Two alternatives are provided within this option, the first based on a UV minimum of \$1,470 (the current minimum), and the second setting the UV minimum at \$1,350 as provided in Option 2.

Table 1a. - UV Minimum \$1,470

Rate Category	Rate in \$	No. of Properties	Rates	Minimum	No. of Min. Properties	Rates
GRV towns/other	0.09189	2,479	\$3,804,397	\$1,166	1,827	\$2,130,282
UV Rural / Other/Mining	0.006082	623	\$2,229,752	\$1,470	488	\$717,360
		3,102	\$6,034,149		2,315	\$2,847,642

Implications

For Option 1a to generate the same rates revenue outcome as that levied under the differential rating categories while maintaining the same minimum (\$1,470), the UV Rural rate in the dollar is required to be set at 0.006082.

UV minimums decrease from 648 to 488 (Other from 498 to 390; Intensive 150 @ \$2,675 to 98). UV minimums within this option generate \$717,360 compared to \$1,133,310 from the differential model.

Non-minimums generate \$2,229,752 at an average of \$3,579 per property compared against \$1,813,866 (\$3,611 per UV Other & \$5,090 per UV Intensive property) from the differential model.

Overall, this represents a 12.81% (or an average of \$305) increase to 865 UV Rural properties, and a 29.61% decrease (or average of \$1,071) to the 246 UV Intensive properties.

Table 1b – UV Minimum \$1,350

Rate Category	Rate in \$	No. of Properties	Rates	Minimum	No. of Min. Properties	Rates
GRV towns/other	0.09189	2,479	\$3,804,397	\$1,166	1,827	\$2,130,282
UV Rural / Other/Mining	0.006224	717	\$2,415,460	\$1,350	394	\$531,900
		3,196	\$6,219,857		2,221	\$2,662,182

Implications

For Option 1b to generate the same rates revenue outcome to that levied under the differential rating categories while setting the minimum at \$1,350, the rate in the dollar is required to be set at 0.006224.

Under this model, UV minimums decrease from 648 to 394 (Other from 498 to 316; Intensive 150 @ \$2,675 to 78). UV minimums within this option more than halve the \$1,133,310 generated from the differential model to \$531,900.

Non-minimums generate \$2,415,460 at an average of \$3,369 per property compared against \$1,813,866 (\$3,611 per UV Other & \$5,090 per UV Intensive property) from the differential model.

Overall, this represents a 12.77% (or an average of \$304) increase in revenue from the 865 UV Rural properties, and a 29.51% decrease (or average of \$1,071) in revenue from the 246 UV Intensive properties.

Recommendation

Neither of these options recognise the additional impost intensive activity land use places on infrastructure maintenance/renewal and therefore neither are recommended. Option 1a is the better of the two as it retains the current UV – Other minimum, which reduces the cost of removal of differential rating on the remaining UV – Other property owners.

Option 2 - Retention of Differential Rating

This option retains the rating categories as outlined in Council's current Statement of Objects and Reasons for Differential Rating (SORDR).

Differential rating was introduced by the Shire in 2011/12 and specifically recognises those rural properties where land use extends beyond broadacre farming. Differential rating is not applied to non-rural (GRV) properties.

As detailed within the SORDR, those rural properties with a development approval under the Shire's Local Planning Scheme No. 9 (LPS9) for the following land uses have the Rural Intensive/Mining rating category applied.

agriculture - intensive	means premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following — (a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts; (b) the establishment and operation of plant or fruit nurseries; (c) the development of land for irrigated fodder production or irrigated pasture (including turf farms); or (d) aquaculture;
animal husbandry - intensive	means premises used for keeping, rearing, or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock in feedlots;
aquaculture	means the use of land for the purpose of rearing and breeding of fish or crustaceans under controlled conditions for sale;
industry - extractive	means an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone, or similar material from the land and includes the treatment and storage of those materials, or the

	manufacture of products from those materials on, or adjacent to, the land from which the materials are extracted, but does not include industry – mining;
Industry mining	means land used commercially to extract minerals from the land;

At the time of implementation, the Rural - Intensive rate in the \$ was set at 200% of the Rural – Other rate however within the 2021/22 Budget it equated to 148.66%.

All other land uses, either approved or exempt from development approval, within rural properties have the Rural or Rural Other rating category applied.

Options 2a and 2b provide two options within the current differential model, each with different minimum rates applied to both the UV categories (Rural – Other and Rural – Intensive). Both maintain minimum rated property numbers less than 50% of all properties within the category.

Table 2a. - UV Intensive Minimum \$2,000 / UV Minimum \$1,350

Rate Category	Rate in \$	No. of Properties	Rates	Minimum	No. of Min. Properties	Rates
GRV towns/other	0.09189	2,479	\$3,804,397	\$1,166	1,827	\$2,130,282
UV Rural / Other/Mining	0.005324	444	\$1,488,915	\$1,350	421	\$568,350
UV Intensive/Mining	0.008745	159	\$715,919	\$2,000	87	\$174,000
		2,942	\$6,009,231		2,475	\$2,872,632

Implications

Option 2a sets the minimum rate for Rural - Other at \$1,350 and the minimum for Rural – Intensive at \$2,000 while maintaining a revenue outcome of \$8.88M. GRV properties remain unchanged.

To generate the same revenue as 2021/22 from Rural – Other category, the rate in the \$ has been increased 4% to 0.005324. This results in:

- minimum rated properties reducing from 498 at \$1,470 generating \$732,060 to 421 at \$1,350 generating \$568,350.
- non-minimum rated properties increase from 367 at an average of \$3,611 per property, to 444 at an average of \$3,353 per property, generating \$1,488,915.

Within the UV Rural- Intensive category, the minimum has been set at \$2,000. To generate the same revenue as 2021/22 from the category, the rate in the \$ has been increased 14.85% to 0.00875. This results in:

- minimum rated properties decreased from 150 at \$2,675 generating \$401,250 to 87 at \$2,000 generating \$174,000.

- non-minimum rated properties increase from 96 at an average of \$5,090 per property, to 159 at an average of \$4,502 per property, generating \$715,919.

Table 2b. – UV Intensive Minimum \$2,300

Rate Category	Rate in \$	No. of Properties	Rates	Minimum	No. of Min. Properties	Rates
GRV towns/other	0.09189	2,479	\$3,804,397	\$1,166	1,827	\$2,130,282
UV Rural / Other/Mining	0.005324	444	\$1,488,915	\$1,350	421	\$568,350
UV Intensive/Mining	0.008348	129	\$620,849	\$2,300	117	\$269,100
		2,942	\$5,914,161		2,475	\$2,967,732

Implications

Option 2b again sets the minimum rates for Rural – Other at \$1,350 however increases the Rural – Intensive minimum to \$2,300 while maintaining a revenue outcome of \$8.88M. GRV properties remain unchanged.

To generate the same revenue as 2021/22 from the Rural – Intensive category, the rate in the \$ has been increased 9.64% to 0.008348. This results in:

- Minimum rated properties decreased from 150 at \$2,675 generating \$401,250 to 117 at \$2,300 generating \$269,100.
- Non-minimum rated properties increasing from 96 at an average of \$5,090 per property, to 129 at an average of \$4,813 per property, generating \$620,849.

Recommendation

The retention of differential rating is recommended as it provides a mechanism to capture higher intensity activity on land within the Shire and seek an equitable rating contribution towards the costs in servicing this activity.

Of these two options, Option 2b is recommended as this maintains the minimum rate which is more reflective of the intent of the intensive rating while imposing a lessor increase to non-minimum properties within this category.

Option 3 – Land Use Review

As detailed within the background, Council introduced a differential rating through introduction of the UV Rural – Intensive/Mining rate to those rural properties held or used for the purposes of Agriculture Intensive, Animal Husbandry – Intensive, Extractive Industry, Mining (excluding exploration and prospecting tenements), Aquaculture, or Water.

This application falls within the *purpose for which the land is held or used as determined by the local government* under s.6.33 of the Act and specifically references land use definitions as provided within Council's Local Planning Scheme No. 9 (LPS9). Any property with development approval for these land uses attracted the Rural-Intensive/Mining UV rate.

Council may, however, seek to reference other land uses within its Rating Strategy. While it received a number of complaints from some UV Rural – Intensive property owners following removal of the concession provided in previous budgets, the majority came from smaller land holdings. The removal of the concession resulted in the UV - Rural Minimum of \$2,675 applied to these minimum-rated properties in lieu of the \$1,470 previously applied.

A review of alternate land use categories which may deal with these smaller rural land holdings indicate that 'Rural Pursuit' as the most appropriate. As detailed with the LPS9, Rural Pursuit means:

any premises used for:

- (a) The rearing or agistment of animals;*
- (b) The stabling, agistment or training of horses;*
- (c) The growing of trees, plants, shrubs, or flowers for replanting in domestic, commercial, or industrial gardens; or*
- (d) the sale of produce grown solely on the lot, but does not include agriculture – extensive or agriculture – intensive.*

Unlike the uses provided by the agriculture intensive, animal husbandry – intensive, industry mining, industry extractive (excluding exploration and prospecting tenements), aquaculture and water, rural pursuit provides for land uses beyond typical agricultural use without the degree of intensification provided by those above. However, whether a property is assessed as used for 'intensive' purposes and therefore rated as such, or for 'rural pursuit' purposes and rated under the UV Rural Other category is determined through the Development Approval process.

Each proposal is considered on the specific facts and circumstances which apply to each application. It is critical for sufficient information to be provided by the applicant as part of their submission to enable the assessing officer to correctly categorise the application. Factors such as the size and scale of the development (this is the most obvious), vehicle movements, water entitlement etc. all contribute to how the overall development is classified.

While it would be ideal to provide a very clear-cut example of the difference between the two classes, each determination is dependent upon the circumstances of each application and how they relate to the relevant definitions under LPS 9.

Implications

The 'Rural Pursuit' land use category is already available within LPS9 and therefore no further review is considered necessary. Should a property be assessed as meeting the criteria for this land use, it is rated under the UV Rural –Other rating category.

Recommendation

No further action required as this land classification remains available within LPS9.

Option 4 – Apply GRV across all properties

As advised separately, administration has written to the Valuer General's Office requesting that future rating be based on the application of Gross Rental Valuation (GRV) on all properties. Section 6.28 of the Act currently requires that the basis for a rate on any land is to be, where land is used predominantly for rural purposes, the unimproved value (UV) of the land. Where the land is used predominately for non-rural purposes, the GRV is to be used.

While this basis may apply for those rural shires primarily comprising of broad acre farming with associated townsite/s, its use in developing shires, such as Gingin, with diverse and financially significant commercial entities operating on rural land is highly limiting. In addition to appropriately recognising the capital infrastructure invested on each property, GRV will also recognise highly sought and valued water licences which are not captured within the UV framework.

This is currently being progressed through WALGA to gain sector support for submission to the State. In support of this review, the Shire has offered its rate book as the model on which to trial the proposal.

Implications

While the detail is to be determined, application of GRV will provide a more accurate and fair valuation basis within the rural sector, particularly where land use is beyond typical broad acre use. However, given the scale of such a change proposed, it is expected progress will take some time and, if successful, not likely to be implemented within the next 2-5 years.

Recommendation

While the Rating Strategy cannot apply this option at this time, it is forecast as an option that Council is currently exploring.

Option 5 – Specified Area Rating

Council may impose a specified area rate on rateable land within an identified portion of a district for the purpose of meeting costs associated with a specific work, facility or service which will directly benefit the ratepayers of the identified area, subject to Council having considered that the ratepayers or residents within that area:

- have benefited or will benefit from;
- have access to or will have access to; or
- have contributed to or will contribute to, the need for that work, facility, or service.

The revenue raised by specified area rating is only available to be used for those works, facilities, or services. Examples where this rating has been applied include central business districts where funds are used for promoting/marketing the area, or impacted rural areas where funds are used to rehabilitate identified degraded land.

Implications

As the name suggests, specified area rating will only impact and benefit, at a cost, those properties within the designated area.

Recommendation

Implementation of this option is not currently proposed however it is available should Council/landowners wish to impose a specified area rate.

STATUTORY/LOCAL LAW IMPLICATIONS

Part 6, Division 6 of the Act and Part 5 of the *Local Government (Financial Management) Regulations 1996* provide the head of power for the levying of local government rates. The legislation is prescriptive in its application, with the following aspects of note:

- Except as provided for in Section 6.26, all land with a district is rateable land (s.6.26).
- In order to make up the 'budget deficiency', a local government is to impose a general rate which may be imposed uniformly or differentially (s.6.34).
- A local government may impose a differential general rate according to land zoning, land use, whether land is vacant or not, or a combination of each characteristic (s6.33(1)).
- No differential general rate in each category (UV or GRV) is to be more than twice the lowest differential rate, unless approved by the Minister (s.6.33(3)).
- The amount shown in the annual budget as being the amount estimated to be yielded by the general rate is not to vary by +/-10% of the budget deficiency, i.e. should essentially be a balanced budget (s.6.34).
- A local government may also impose a minimum rate which is greater than the general rate that would otherwise be due on that land. A minimum payment is to be a general minimum, although a lesser minimum may be imposed in respect to any portion of the district. The local government can impose a minimum rate however it is not to be applied to more than 50% of the properties with a district or within each category (s6.35).

- A local government may also impose a specified area rate (s6.37) on rateable land within an identified portion of a district for the purpose of meeting the costs associated with a specific work, facility or service which will directly benefit the ratepayers of the identified area, subject to Council having considered that the ratepayers or residents with that:
 - Have benefited or will benefit from;
 - Have access to or will have access to; or
 - Have contributed or will contribute to the need for that work, facility, or service.
- A local government may also impose a service charge (s6.38) on a landowner or occupier to meet the cost of providing a prescribed service for the land.
Prescribed services are:
 - Television and radio re-broadcasting;
 - Undergrounding electricity;
 - Property surveillance and security; and
 - Water.The revenue raised by the way of a service charge(s) is only available to be used for the provision of that service.

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

As detailed within the body of the report.

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 adopt the Shire of Gingin Rating Strategy at Appendix 12.4.1 for the purposes of advertised for community consultation for a period of 21 days.

CARRIED UNANIMOUSLY

9 / 0

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

AGAINST: *Nil*

Shire of Gingin

RATING STRATEGY

May 2022

Objective

Section 2.7 of the Local Government Act 1995 states:

“Role of council

(1) The council –

(a) governs the local government’s affairs; and

(b) is responsible for the performance of the local government’s functions.

(2) Without limiting subsection (1), the council is to –

(a) oversee the allocation of the local government’s finances and resources; and

(b) determine the local government’s policies.”

Further, Section 1.3 (3) states that:

“In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement, and economic prosperity.”

The Issue

Financial Sustainability

The Shire has been routinely receiving Audit Reports over recent years questioning its financial sustainability.

The most recent Audit Report from Council’s Auditors stated that:

In our opinion, there is an indication of a significant adverse trend in the financial position of the Shire as the Operating Surplus Ratio has been below the Department of Local Government, Sport, and Cultural Industries (DLGSCI) basic standard for the past three years.

The Operating Surplus Ratio measures the Shire’s ability to cover its operational costs and have revenues available for capital funding or other purposes. A significant portion of operational costs includes asset depreciation, which reflects the significant asset base to be maintained relative to the Shire’s population (ratepayer) base.

This is reflected in the Shire’s Financial Health Indicator as published by the My Council website which has seen it drop from 75 in 2017/18 to 61 in 2019/20.

Council continues to monitor its operating costs to address this trend, particularly within management of its asset base, and reducing costs where possible without impacting services, however this can only be part of a larger suite of responses to ensuring ongoing sustainability of the Shire services. Other areas currently under review include the provision and level of current services, other revenue sources, and Council’s rating strategy.

To sufficiently address this issue, the Shires own source revenue will need to rise significantly, or conversely operating cash costs would need to fall by a similar margin.

In a growing shire however, further cutting in cash operating costs would result in a commensurate decline in levels of service which presents an unacceptable risk to the responsible performance of the local government’s functions.

Shire of Gingin

RATING STRATEGY

May 2022

Rating Equity

This is an important concept in taxation, The Department of Local Governments Guidelines on Changing Rating Methodology states that Rating principles should be applied fairly and equitably.

Each property should make a fair contribution to rates based on a method of valuation that appropriately reflects land use.

With the changing nature of land use within the Shire of Gingin, applicable of incorrect rating categories can see some of the Shires largest and most expensive properties pay less rates than residents on smaller more modestly valued properties.

Council deems that in making its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement, and economic prosperity, it should take measures to ensure that rates are imposed equitably within the Municipality.

Strategic Response

Strategy One - Ensure correct valuation method is applied

The Shire of Gingin has two valuation options for the levying of rates, being either the Unimproved Value (UV) or the Gross Rental Valuation (GRV).

It is not the Shire that determines the valuation methodology used to raise rates.

Specifically, the Local Government Act 1995 states:

6.28. Basis of rates

(2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —

- (a) where the land is used predominantly for rural purposes, the unimproved value of the land; and
- (b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.

Therefore, the Shire should continue to work closely with the Ministers Office to ensure that all properties are rated using the correct valuation methodology.

Strategy Two – Maintain Differential Rating

The Shire currently utilises Differential rating to meet its Equity and Financial Sustainability Obligations.

As the process of changing the valuation methodology is onerous and time consuming sometimes properties can exist for a long time with an incorrect valuation method.

These shortcomings of the current system make it very difficult to accurately ensure that rates are levied on a method of valuation that appropriately reflects predominant use.

Shire of Gingin

RATING STRATEGY

May 2022

The use of a Differential Rating system can go some way towards ameliorating the abovementioned issues.

The Shire will impose the following Rating Categories.

GRV Townsites

Object: This category covers all improved non-rural properties used for residential, commercial, or industrial purpose located within gazetted townsites.

Reason: The Shire's rating strategy is to achieve rate revenue that meets the shortfall from other revenue sources and allows for the delivery of services and the creation of infrastructure. GRV provides greater equity for rating purposes and therefore is not currently differentially rated.

GRV - Other

Object: This category covers all non-rural properties used for residential, commercial, or industrial purposes not located within gazetted townsites.

Reason: The Shire's rating strategy is to achieve rate revenue that meets the shortfall from other revenue sources and allows for the delivery of services and the creation of infrastructure. GRV provides greater equity for rating purposes and therefore is not currently differentially rated.

UV Rural and Rural Other

Object: The objective of this differential rating category is to impose a differential general rate on land held or used for the purposes of rural broad acre farming, rural residential, rural industry, other non-intensive uses as determined by Council (including exploration and prospecting tenements).

Reason: It recognises that land within this category does not have the same impacts on Shire infrastructure as rural intensive/mining category land and is therefore differentially rated.

UV Rural Intensive/Mining (excluding exploration and prospecting tenements).

Object: The objective of this differential rating category is to impose a differential general rate on land held or used for the purposes of the following land uses defined with the Shire of Gingin

Local Planning Scheme

- Agriculture Intensive
- Animal Husbandry – Intensive
- Aquaculture
- Industry – extractive
- Industry Mining.

Reason: It recognises that land within this category has higher impacts on Shire infrastructure and increased environmental monitoring costs and is therefore differentially rated.

UV Exploration Mining

Object: This category covers all rural properties where a mining tenement is held under the *Mining Act 1978*, or a permit, drilling reservation, lease or licence is held under the *Petroleum and Geothermal Energy Resources Act 1967*.

Reason: It recognises that land within this category does not have the same impacts on Shire infrastructure as rural intensive/mining category land and is therefore differentially rated.

13 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

13.1 SHIRE OF GINGIN LOCAL PLANNING SCHEME NO. 9 - PROPOSED SCHEME AMENDMENT NO. 23 - PT LOT 9501 CHERITON ROAD, GINGIN

File	LND/136
Author	Kylie Bacon - Coordinator Strategic Planning & Projects
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Councillor Fewster declared a financial interest in Item 13.3 as his daughter and son-in-law own adjoining property.

Councillor Kestel declared a financial interest in Item 13.3 as his property shares a boundary with Lot 9501 Cheriton Road.

James Bayliss (Coordinator Statutory Planning) declared a proximity interest in Item 13.3 as he is a landowner of an abutting property.

Councillor Fewster, Councillor Kestel and James Bayliss (Statutory Planning Officer) left the meeting at 1:33pm and Councillor Rule assumed the chair.

PURPOSE

To consider initiating proposed Scheme Amendment No. 23 to Local Planning Scheme No. 9 (LPS 9) to rezone Part Lot 9501 Cheriton Road, Gingin from 'General Rural' to 'Rural Living' (RL 2).

BACKGROUND

The subject lot is Part Lot 9501 Cheriton Road, Gingin, with the portion considered for rezoning comprising an area of 24.02 hectares.

The subject lot is situated approximately 1.5km from the Gingin town centre and on the western side of Cheriton Road. The existing Rural Living estate known as Marchmont lies to the south of the subject lot and to the east are two Rural Living (RL 4) lots. Land further to the north and west is zoned General Rural.

The proposal consists of rezoning a portion of Lot 9501 Cheriton Road, Gingin from its current zoning of General Rural to Rural Living (RL2) comprising of 12 lots, each being a minimum lot size of 2 hectares. The subdivision concept includes a road reserve on the northern boundary separating the lots to the south from the existing General Rural lot to the north. This road reserve will also link up with Sloans Road providing access to Dewar Road.

A copy of the Applicant's proposal (the Applicant's Report) is contained in **Appendix 13.1.1.**

COMMENT

Shire of Gingin Local Planning Strategy

The Shire of Gingin has adopted a Local Planning Strategy which sets out the longer term planning direction for the Shire over a 15 – 20 year planning horizon. One function of the Local Planning Strategy is to outline the broad strategy for both residential and rural land use within the Shire.

A general objective of the Local Planning Strategy is to:

'Promote the planned expansion of all townsites in a manner that concentrates settlement and growth within and around existing townsites.'

With respect to the Gingin townsite, the following key objective is identified:

'Provide for limited rural living development adjacent to the periphery of the urban expansion area of the townsite, without compromising primary production in rural areas.'

Complementary policy positions and actions have also been developed to achieve the abovementioned objective, including:

4. *Give consideration to limited rural living development to adjoin the periphery of the townsite, having due regard to:*
 - i. *The extent of planned townsite expansion identified by a townsite structure plan endorsed by Council and the WAPC;*
 - ii. *Optimising the use and catchment of existing townsite services/facilities;*
 - iii. *Protection of the character, function and integrity of adjoining/nearby rural land and land uses;*
 - iv. *Environmental capability and management;*
 - v. *Staged development cognisant of demand and supply;*
 - vi. *Locational criteria and other matters as identified in the State Planning Policy 2.5 relating to rural residential settlement;*
 - vii. *Enhancement of landscape and natural values; and*
 - viii. *Fire protection.*

The Gingin townsite strategic map, which forms part of the Local Planning Strategy, designates the subject site as remaining rural, with the land to the east (now rezoned RL4 comprising two lots of 6.1379ha and 5.5170ha) identified as: *Transition area. Lot sizes suited to 2000m² - 1ha subject to site considerations.* The overall Shire of Gingin - Local Planning Strategy Map, which also forms part of the Local Planning Strategy, identifies part of the subject site as 'Rural Residential.'

In response to a preliminary enquiry to the Department of Planning, Lands and Heritage (DPLH) regarding the potential for the subject site to be rezoned to Rural Living, on 10 June 2020, the DPLH advised as follows:

"... a case could be made to support the rezoning of Area 1, but Area 2 is potentially more problematic. Area 1 represents a logical rounding off of the Rural Living zoned land to the south. It would appear, though it will need to be proven, that there is some demand for this product in the area, being that about 75% of land in the Marchmont Estate has been developed to date".

As mentioned above, the Shire of Gingin Local Planning Strategy Map outlines an extension to the existing rural living zone with consideration of the Strategy objectives. Notwithstanding, the need to demonstrate and address wastewater disposal to be consistent with the Government Sewerage Policy, future development and built form being consistent with the existing standard of the Marchmont Estate, traffic management and stormwater/drainage management.

Gingin Townsite and Rural Surrounds Structure Plan

The Gingin Townsite and Rural Surrounds Structure Plan (the Structure Plan) identifies that the demand for rural lifestyle lots will likely continue in Gingin and increase due to greater demand as the Perth Metropolitan Area expands further north. This has become evident with the expansion of the Tonkin Highway which has facilitated a shorter commute to the Perth Metropolitan Area. Better transport corridors are increasing the appeal of Gingin as an attractive place to live.

The Structure Plan identifies the need for expansion of current rural living areas to meet future demand but restricts expansion to within the periphery of the existing townsite. The Structure Plan also specifies that *Rural living expansion is identified within areas identified by the draft Local Planning Strategy and contained areas adjacent to the townsite along major roads into the town to create an interface between rural and town land uses and built form.*

The subject lot sits adjacent to the periphery of the townsite as identified in the Structure Plan. However it is identified as 'Rural Living' under the Local Planning Strategy Map and is further supported by the fact that it achieves the objectives that guide planning for rural living in the Strategy (which have been addressed throughout this report).

It is also supported by the Strategy's recognition of the need to *"provide for limited rural living development adjacent to the periphery of the urban expansion areas of the townsite, without compromising primary production in rural areas"*.

Gingin Rural Living Land Supply

A factor in supporting the rezoning for additional rural living land is being able to demonstrate the need for demand and supply.

From a strategic viewpoint, the proposal has demonstrated an ability to achieve the objectives guiding rural living development. However, it is important to note that two hectare lots as proposed are currently in short supply in close proximity to the town centre. The location of the lots capitalises on existing services and infrastructure within the Gingin townsite, providing an attractive asset for future purchases. Furthermore, the larger lot size of two hectares, when compared to the existing one hectare lots of Marchmont, provides a good interface/transition to the General Rural zoned land to the north.

State Planning Policy 2.5 – Rural Planning

State Planning Policy 2.5 (SPP 2.5) establishes the objectives for the management and protection of rural and rural living land in Western Australia.

The objectives of SPP 2.5 are as follows:

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

More specifically, clause 5.3 of SPP 2.5 sets out policy measures regarding rural living development. The Applicant's proposal has demonstrated that the proposed scheme amendment is consistent with the policy objectives as outlined in Table 2, on page 14 of the Applicant's Report.

The proposal has provided further justification how it supports the provisions of SPP 2.5, and is consistent with the objectives of State Planning Policy 3 – Urban Growth and Settlement (SPP 3) which is outlined on Pages 18 and 19 of the Applicant's Report.

Redevelopment Considerations

Traffic Impact Assessment

The proponent has submitted a Traffic Impact Assessment (TIA) which has been reviewed by the Shire. It has been identified that the TIA will need to be updated to reflect the following at a minimum:

- the TIA is three years old and traffic movements in the last three years have increased. Updated figures will need to be reflected to provide a current average weekday daily traffic volumes;
- a 10 metre by 10 metre truncation will need to be provided in the southwest corner of the subject lot; and
- the applicant/landowner will need to enter into a deed of agreement (at their cost) for the upgrade of Sloans Road.

The above requirements can be addressed by conditioning any Council approval to require the scheme amendment to be supported by an approved TIA to the satisfaction of the Shire of Gingin.

Local Water Management Strategy

The proponent has submitted a Local Water Management Strategy (LWMS) which has been reviewed by the Shire. It has been identified that the LWMS will need to be updated to reflect the following at a minimum:

- Stormwater Management (Local Water Management Strategy)
 - Clarification of the rate of infiltration that was used for the modelling. It is proposed that the median infiltration rate (2.4m/day) be used for modelling; and
 - Detailed Drainage Management Plan to be submitted to the satisfaction of the Shire of Gingin prior to subdivision and development (LWMS page 23).

- Subdivision and Construction Works
 - While broad in nature, the construction techniques are broadly covered. The detailed technical specifications can be further addressed at the detailed design stage.
- The LWMS does not specifically state what measures are proposed to minimize the impact of works on native vegetation, this is to be amended.

Government Sewerage Policy 2019

The proposal will need to demonstrate compliance with this policy, taking into consideration that the eastern half of the site is located in a Sewerage Sensitive Area (SSA), being in proximity to the Gingin Brook.

The submitted LWMS, which includes a Site and Soil Evaluation, demonstrates that both the scheme amendment and subsequent subdivision of the two hectare lots satisfies the requirements of the Government Sewerage Policy.

Interface with General Rural Zoned Land

The lots will be separated from General Rural zoned land to the north by the newly constructed road. Nearby land use consists of broad acre agriculture activities.

As part of the Local Development Plan and Subdivision, the lots will need to identify building envelopes taking into consideration the reduced separation buffer between the proposed dwellings to be constructed and the adjoining rural land use. This will also address the requirement under clause 4.8.5.3 of LPS 9. Furthermore, as part of the conditions of subdivision, it will be a requirement that a Section 70A Notification be placed on the Titles of the future rural living lots, advising prospective purchasers of the potential impacts from primary-production activities associated with surrounding agricultural land.

Landscape Protection and Visual Corridors

As part of the Local Development Plan and subdivision design stage, the requirement for building envelopes/exclusion areas will need to be demonstrated to respond to the significant environmental features of the site, including achieving sustainable separation from water resources and a reduced separation buffer from the General Rural land to the north.

Furthermore, in the event subdivision occurs, a Landscaping Plan will be required as a condition of subdivision approval to detail the landscaping requirement for street trees to provide an effective visual screen.

State Planning Policy 3.7 Planning in Bushfire Prone Areas

The subject site is not located in a bushfire prone area and no further investigation in relation to bushfire risk has been undertaken.

Services

Services such as power, water and telecommunications will need to service the proposed lots.

Amendment Type

Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015* identifies the various scheme Amendment types. The Shire has determined that the proposed Amendment to LPS9 is a Standard Amendment, as it is an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission, will have a minimal impact on land in the Scheme area that is not the subject of the amendment, and will not result in any significant environmental, social, economic or governance impacts on land in the Scheme area.

Community Consultation

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

Further Comment

Should the amendment be initiated, then pursuant to clause 50(3) of the Regulations the proposal will be returned to Council for final consideration accompanied by comments received during the consultation process. Council will then determine whether to support, modify or not support the amendment.

Conclusion

The site is identified as a logical extension of rural living lots under the Local Planning Strategy, with support in providing limited rural living lots adjacent to the periphery of the urban expansion area of the townsite, provided that it does not compromise the primary production in adjoining rural areas.

The proposed amendment offers an additional 12 rural living lots being a minimum of two ha in area. The number of lots proposed is not excessive, and the proposed larger lot size facilitates the transition and landscape connections of the rural residential landscape (experienced in the locality) to the rural landscape without compromising the character and function of its rural land uses.

The extension of the rural living zone capitalises on the existing townsite services and facilities and offers land supply of a larger rural living lot size in proximity to the town. Therefore, the officer supports the initiation of Amendment No. 23.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Gingin Local Planning Scheme No.9
Shire of Gingin Local Planning Strategy 2012
Gingin Townsite and Rural Surrounds Structure Plan
State Planning Policy No. 2.5 – Rural Planning
State Planning Policy 3 – Urban Growth and Settlement
Government Sewerage Policy 2019

POLICY IMPLICATIONS

Shire of Gingin Policy 7.8 – Guidelines for Roadworks, Drainage and Subdivision Development

BUDGET IMPLICATIONS

Scheme amendment fees will be payable by the proponent.

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

MOVED: Councillor Vis SECONDED: Councillor Johnson

Councillor Balcombe foreshadowed her intention to move an Alternative Motion to refuse to initiate the Scheme Amendment should the motion under debate be lost.

That Council:

1. Pursuant to section 75 of the *Planning and Development Act 2005*, initiate proposed Scheme Amendment No. 23 to the Shire of Gingin Local Planning Scheme No. 9 by:

- a. Modifying the Scheme Maps by introducing the Rural Living RL2 zone over Pt Lot 9501 Cheriton Road, Gingin;
- b. Inserting the definition for Building exclusion area under the General Definitions of Schedule 1 – Dictionary of Defined Words and Expressions in alphabetical order as follows:

Building exclusion area	Means the area of land within which buildings, effluent disposal facilities and any other works on lot must not be located or carried out.

- c. Inserting the following into Schedule 8 – Rural Living Zones:

No.	Description of Land	Conditions
2.	Pt Lot 9501 Cheriton Road, Gingin	General 1. These conditions shall apply in conjunction with the Scheme requirements for the Rural Living zone, and/or as otherwise approved by the local government. Where conflicts exist, these conditions prevail. 2. The long term storage of materials visible from the public realm shall only be permitted where approved by the Shire. 3. The erection of any signage on any lot shall only be permitted where approved by the Shire.
		Structure Planning 4. A structure plan is not required to facilitate subdivision and development subject to the plan of subdivision and application meeting Conditions 5 to 7 below. Subdivision 5. The plan of subdivision and application must: a) Identify building envelopes/exclusion areas which

			respond to the significant environmental features of the site, (including achieving sustainable separation from water resources) and a reduced separation buffer from the General Rural land to the north; b) provide a logical road network, including a subdivisional road along the northern boundary of the subdivision area designed to link the subdivision area from its eastern boundary adjacent to Cheriton Road through to its western boundary at Sloans Road; c) enter into a deed of agreement (at the cost of the applicant/ landowner) for the upgrade of Sloans Road to the satisfaction of the Shire of Gingin. d) be supported by: i. An approved Local Water Management Strategy to the satisfaction of the Shire of Gingin; ii. An approved Traffic Impact Assessment to the satisfaction of the Shire of Gingin iii. A site and soil evaluation conducted in accordance with <i>AS/NZS 1547 Onsite domestic waste water management</i>. Local Development Plan 6. A local development plan is to be prepared and approved identifying building envelopes/exclusion areas and development conditions consistent with Conditions 1 to 5 above. 7. Notwithstanding cl. 61(1)(l), where development is inconsistent with the approved local development plan a

		development application shall be required.
2.	Resolve, pursuant to clause 35(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> that Local Planning Scheme Amendment No. 23 is a standard scheme amendment in accordance with clause 34 of the Regulations, as the proposal: a. is consistent with a local planning strategy for the scheme that has been endorsed by the Commission; and b. will have a minimal impact on land in the Scheme area that is not the subject of the amendment, and will not result in any significant environmental, social, economic or governance impacts on land in the Scheme area.	
3.	Authorise the affixing of the Common Seal to and endorse the signing of the amendment documentation.	
4.	Pursuant to Regulation 37(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> , forward the proposal to the Western Australian Planning Commission.	
5.	Pursuant to Section 81 and 82 of the <i>Planning and Development Act 2005</i> , refer Local Planning Scheme No. 23 to the Environmental Protection Authority.	
6.	Pursuant to Regulation 47 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> , give public notice with a public submission period of not less than 42 days.	
7.	Pursuant to Regulation 41(3) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> , at the conclusion of the public submission period return the proposal to Council for final consideration to support, modify or not support Local Planning Scheme Amendment No. 23.	
		LOST 0/7

FOR: Nil

AGAINST: Councillor Rule, Councillor Balcombe, Councillor Court, Councillor Johnson, Councillor Peczka, Councillor Sorensen and Councillor Vis

ALTERNATIVE MOTION

MOVED: Councillor Balcombe

SECONDED: Councillor Johnson

That Council refuse to initiate Propose Scheme Amendment No. 23 to Local Planning Scheme No. 9.

**CARRIED UNANIMOUSLY
7 / 0**

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

AGAINST: *Nil*

Reason for Alternative Motion

The development is inconsistent with the Local and State Planning Framework and does not represent orderly and proper planning.

James Bayliss (Coordinator Statutory Planning), Councillor Kestel and Councillor Fewster returned to the meeting at 1:39pm and were advised of Council's decision.

Kylie Bacon (Coordinator Strategic Planning & Projects) left the meeting at 1:39pm.

Councillor Fewster resumed the chair at 1:39pm.

SCHEME AMENDMENT NO.23

Shire of Gingin Local Planning Scheme No. 9

Pt Lot 9501 Cheriton Road, Gingin



Harley Dykstra

PLANNING & SURVEY SOLUTIONS

MINISTER FOR PLANNING

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

LOCAL AUTHORITY	Shire of Gingin
DESCRIPTION OF SCHEME	Local Planning Scheme No. 9
TYPE OF SCHEME	Local Planning Scheme
SERIAL NUMBER OF AMENDMENT	Amendment No. 23
PROPOSAL	1. Modifying the Scheme Maps by introducing the Rural Living RL2 zone over Pt Lot 9501 Cheriton Road. 2. Insert the definition for building exclusion area under the General Definitions of Schedule 1 – Dictionary of Defined Words and Expressions. 3. Inserting relevant conditions into Schedule 8 – Rural Living Zones.

Planning and Development Act 2005

FORM 2A

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

**Shire of Gingin Local Planning Scheme No.9
Amendment No. 23**

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

1. Modifying the Scheme Maps by introducing the Rural Living RL2 zone over Pt Lot 9501 Cheriton Road, Gingin.
2. Insert the definition for building exclusion area under the General Definitions of Schedule 1 – Dictionary of Defined Words and Expressions in alphabetic order as follows:

building exclusion area	Means the area of land within which buildings, effluent disposal facilities and any other works on a lot must not be located or carried out.

3. Insert the following into Schedule 8 – Rural Living Zones:

No.	Description of Land	Conditions
2	Pt Lot 9501 Cheriton Road, Gingin	General 1. These conditions shall apply in conjunction with the Scheme requirements for the Rural Living zone, and/or as otherwise approved by the local government. Where conflicts exist, these conditions prevail. Structure Planning 2. A structure plan is not required to facilitate subdivision and development subject to the plan of subdivision and application meeting Conditions 3 and 4 below. Subdivision 3. The plan of subdivision and application must: (a) identify building envelopes/exclusion areas which respond to the significant environmental features of the site, including achieving suitable separation from water resources; (b) provide a logical road network, including a subdivisional road along the northern boundary of the subdivision area designed to link the subdivision area from its eastern boundary to

		Cheriton Road through to its western boundary to Sloans Road; (c) be supported by: i. an approved Local Water Management Strategy; and ii. a site and soil evaluation conducted in accordance with <i>AS/NZS 1547 On-site domestic wastewater management</i>; Local development plan 4. A local development plan is to be prepared and approved identifying building envelopes/exclusion areas consistent with Conditions 1 to 3 above. 5. Notwithstanding cl. 61(1)(l), where development is inconsistent with the approved local development plan a development application shall be required.

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

- a) *The amendment is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*
- b) *The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and*
- c) *The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.*

Dated this _____ day of _____ 20__

(Chief Executive Officer)

SCHEME AMENDMENT NO.23

Shire of Gingin Local Planning Scheme No. 9

Pt Lot 9501 Cheriton Road, Gingin



DOCUMENT CONTROL

Control Version	Date	Status	Distribution	Comment
A	15/12/2021	DRAFT	Internal	QA
B	20/12/2021	FINAL	Client	For review
C	25/01/2022	FINAL	Shire of Gingin	For Lodgement

Prepared for: Shaddow Downs Estate

Prepared by: DM

Reviewed by: BH

Date: 15/12/2021

Job No & Name: 20213

Version: A

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- APPENDIX C** – Area 1 and Area 2 Sketch
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1 INTRODUCTION

1.1 Purpose of Application

This Scheme Amendment has been prepared by Harley Dykstra on behalf of the landowner of Pt Lot 9501 Cheriton Road, Gingin ('the subject site'). The subject site comprises an area of approximately 24.02 ha of land that is currently zoned 'General Rural' under the Shire of Gingin Local Planning Scheme No. 9 (LPS 9). The Application seeks support for Amendment No. 23 to LPS 9 to rezone the subject site from 'General Rural' to 'Rural Living 2 (RL2)'.

The Application proposes to 'round off' the extent of Rural Living zoned land in this locality by providing an appropriate transition between the Rural Living 1 (RL1) lots within the existing Marchmont Estate to the south and General Rural zoned lots to the north. The proposed rezoning will also complement the existing Rural Living zone to the east of the subject site.

1.2 Background

Subdivision approval was granted on 28 August 2020 to subdivide former Lot 9500 into two lots (WAPC Ref: 159477). The subdivision approval was implemented to create Lot 380 (a homestead lot) and the balance rural lot, now known as Lot 9501 Cheriton Road.

Former Lot 9500 was itself the balance of a larger landholding which, in part, was previously rezoned under Town Planning Scheme No. 8 and thereafter subdivided and developed as Marchmont Estate by the proponent of this current Scheme Amendment submission. The proponent/landowner of the subject site is committed to developing the land in a manner that is complimentary to the existing Marchmont Estate and of a quality that is commensurate to its prominent location at the periphery of the Gingin townsite.

A preliminary scheme amendment submission, which was generally consistent with this Scheme Amendment proposal, was presented to the Shire of Gingin Council Briefing Forum on 18 May 2021. Preliminary comments were received from the Shire including the matters summarised below:

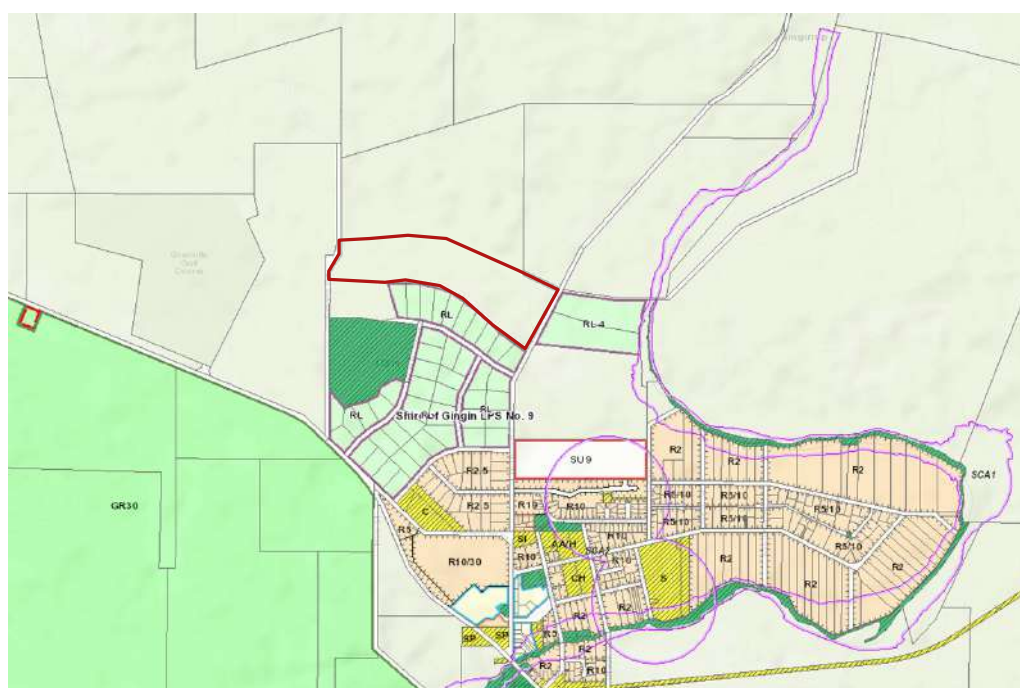
- Pursuant to Clause 4.8.6.11 of Local Planning Scheme No. 9 (LPS 9) a Structure Plan would not be required to support the future subdivision of the land (following rezoning). Rather, a concept subdivision plan could be provided at Scheme Amendment stage and any identified issues should be addressed through the provision of relevant technical information.
- Consideration should be given to the provision of dual use paths within the subdivision and linking to the dual use path network within Cheriton Road.

Following receipt of the above comments from the Shire of Gingin, a meeting was attended by Harley Dykstra and the Department of Planning, Lands and Heritage (DPLH) on 17 August 2021 to discuss the preliminary scheme amendment submission.

Matters arising from the preliminary Shire and DPLH comments are addressed in further detail later in this Scheme Amendment Report.

1.3 Site Context

The subject site comprises 24.02ha portion of Lot 9501. The subject site is located on the western side of Cheriton Road, 1.5 km north of the Gingin town centre. The subject site is adjacent to 'Rural Living' zoned land to the south (Marchmont Estate) and 'Rural Living (RL 4)' zoned land to the east. Land to the north and west is zoned General Rural. A Parks and Recreation reserve adjoins Lot 380 to the south. A Context and Zoning Plan depicting the subject site in the context of existing zonings within and surrounding the townsite, is included at **Figure 1** below. An Aerial Context Plan is included as **Appendix A**.





2 PLANNING FRAMEWORK

2.1 Local Planning Scheme No.9

The subject site is currently zoned 'General Rural' under LPS 9. The site is proposed to be rezoned to 'Rural Living (RL2)'.

LPS 9 states the objectives of the Rural Living zone are as follows:

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

Rezoning of the subject site and the inclusion of special conditions at Schedule 8 informed by appropriate planning and technical investigations, along with existing Scheme provisions, will ensure the above objectives for the Rural Living zone are satisfied.

Scheme requirements relevant to subsequent subdivision and development stages have also informed the preparation of this Scheme Amendment proposal.

Clause 4.8.5 of LPS 9 sets out the development and subdivision standards that apply to the Rural Living zone. The proposed Scheme Amendment and accompanying concept subdivision plan will enable the relevant standards to be satisfied at subsequent planning stages.

Clause 4.8.6 of LPS 9 sets out the development and subdivision standards that apply to the General Rural zone.

Clause 4.8.6.10 states:

Prior to any subdivision and development of GR coded land, a structure plan may be required to address issues including:

- (i) access;*
- (ii) building exclusion zones;*
- (iii) bushfire management;*
- (iv) servicing; and*
- (v) environmental features and buffers.*

Clause 4.8.6.11 states:

Notwithstanding clause 4.8.6.10, a structure plan may not be required in support of proposals on GR coded land where identified issues may be addressed through the provision of technical information.



The subject land is zoned General Rural *Uncoded* and as such, the above provisions are not specifically relevant. This notwithstanding, Schedule 2 Clause 15 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations, 2015* ('the LPS Regulations') states:

Clause 15. When structure plan may be prepared

A structure plan in respect of an area of land in the Scheme area may be prepared if –

(a) the area is –

(i) all or part of a zone identified in this Scheme as an area suitable for urban or industrial development; and

(ii) identified in this Scheme as an area requiring a structure plan to be prepared before any future subdivision or development is undertaken; or

(b) a State planning policy requires a structure plan to be prepared for the area; or

(c) the Commission considers that a structure plan for the area is required for the purposes of orderly and proper planning.

The subject site is not identified in LPS 9 within an area where a structure plan is required and preliminary advice from the Shire of Gingin and DPLH has confirmed a structure plan would not be required in this instance.

Clause 5.6 of LPS 9 - *Special Control Area No. 5 – Development Contribution Areas* states:

There are no Development Contribution Areas in this scheme as no development contribution plans have been prepared to support contributions. This section establishes enabling clauses for when a development contribution plan is prepared.

Clause 5.6, amongst other matters, advises:

5.6.2.2 Development contributions may be made for standard infrastructure such as roads, water, power, sewer and public open space through the subdivision process.

5.6.2.3 Community infrastructure includes, but is not limited to, public open space in rural areas, sporting and recreational facilities, community centres, child care centres, libraries and cultural facilities.

5.6.2.4 Development contributions for community infrastructure may only be levied in accordance with the requirements of State Planning Policy 3.6 - Development Contributions for Infrastructure. Prior to seeking contributions for community infrastructure local government needs to prepare:

(i) a community infrastructure plan for the area with demand analysis and service catchments;

(ii) a capital expenditure plan;

(iii) projected growth figures; and

(iv) infrastructure costs, with provision for cost escalation.

...

5.6.2.6 Development contributions for standard infrastructure can generally be summarised as:



- (i) *land contributions - public open space, riverine setbacks, land for primary schools, roads and road widening and primary distributor roads where justified by the subdivision;*
- (ii) *infrastructure works - water, sewerage, drainage, electricity, roads and other traffic works, footpaths, pedestrian accessways and dual-use paths, road upgrades, construction and widening;*
- (iii) *standard water, sewerage and drainage headworks charges for off-site works, monetary contributions in lieu of land or works and to reimburse other owners where costs are shared;*
- (iv) *other contributions as provided for in WAPC policies.*

The Shire of Gingin, in its response to the preliminary scheme amendment submission considered at the Council Briefing Forum, raised the potential for the provision of a dual use path to be required from within the subdivision and along Cheriton Road, linking to the existing dual use path network. The provision of Public Open Space (POS) was also contemplated, although it was noted POS had already been provided as part of the subdivision of Marchmont Estate.

Development Contributions for standard infrastructure (including provision of dual use paths) is dealt with in State Planning Policy 3.6 – Infrastructure Contributions. The matter of infrastructure provision shall be examined further in subsequent sections of this Scheme Amendment Report.

2.1 Local Planning Strategy (2012)

The Shire of Gingin has adopted a Local Planning Strategy which sets out the longer term planning direction for the Shire over a 15 – 20 year planning horizon. One function of the Local Planning Strategy is to outline the broad strategy for both residential and rural land use within the Shire.

A general objective of the Local Planning Strategy is to:

'Promote the planned expansion of all townsites in a manner that concentrates settlement and growth within and around existing townsites.'

With respect to the Gingin townsite, the following key objective is identified:

'provide for limited rural living development adjacent to the periphery of the urban expansion area of the townsite, without compromising primary production in rural areas.'

Complementary policy positions and actions have also been developed to achieve the abovementioned objective, including:

- 4. *Give consideration to limited rural living development to adjoin the periphery of the townsite, having due regard to:*
 - i. *The extent of planned townsite expansion identified by a townsite structure plan endorsed by Council and the WAPC;*
 - ii. *Optimising the use and catchment of existing townsite services/facilities;*
 - iii. *Protection of the character, function and integrity of adjoining/nearby rural land and land uses;*
 - iv. *Environmental capability and management;*
 - v. *Staged development cognisant of demand and supply;*
 - vi. *Locational criteria and other matters as identified in the State Planning Policy 2.5 relating to rural residential settlement;*



- vii. *Enhancement of landscape and natural values; and*
- viii. *Fire protection.*

The Gingin townsite strategic map, which forms part of the Local Planning Strategy, designates the subject site as remaining rural, with the land to the east (now rezoned RL4 and comprising two lots of 6.1379ha and 5.5170ha) identified for Rural Residential. The following note is also included:

'Transition area. Lot sizes suited to 2000m² - 1ha subject to site considerations.'

The overall Shire of Gingin Local Planning Strategy map, which also forms part of the Local Planning Strategy, identifies part of the subject site as 'Rural Residential'. An extract from the Local Planning Strategy map is included as **Figure 2** (over page).

In response to a preliminary enquiry to the DPLH regarding the potential for the subject site to be rezoned to Rural Living, on 10 June 2020, the DPLH advised via email:

'I think a case could be made to support the rezoning of Area 1, but Area 2 is potentially more problematic.'

Area 1 represents a logical rounding off of the Rural Living zoned land to the south. It would appear, though it will need to be proven, that there is some demand for this product in the area, being that about 75% of land in the Marchmont Estate has been developed to date. The Shire of Gingin Local Planning Strategy also shows that an extension to the existing Rural Living zoned area has been considered from a strategic perspective. In light of this, an amendment to LPS 9 should, among other things, consider the following:

- *The increase to the land zoned for Rural Living would need to be justified to ensure it is guided by existing land supply and take-up.*
- *How subdivision/development will address wastewater disposal to be consistent with the Government Sewerage Policy.*
- *The need for design guidelines/development covenants to ensure development is in keeping with the surrounding built form.*
- *The Department's preference would be for the road link between Cheriton Road and Sloans Road to be provided, this will ensure a hard buffer between the Rural Living and Rural zoned land.*
- *The extension of Howes Lane to Sloans Road should also be considered, providing a buffer to the reserve to the south.*

With regard to Area 2, I start to see land use conflict issues with this deeper extension into the Rural zoned area. I also wonder if demand might be somewhat exhausted by the first stage of subdivision (Area 1), but that is not to say that you could not demonstrate demand. There is also the issue of precedent, as it is reasonable to expect the landowner of Lot 8, immediately to the west, will see this as a signal that close subdivision can also occur on this land as of right.

In summary, I think based on the information you have supplied so far, the proposal for Area 1 seems consistent with WAPC policy and is likely capable of approval. Area 2 I suspect could be a bit more of an uphill battle'.

For reference, Area 1 and Area 2 are identified on the attached sketch at **Appendix C**.



FIGURE 2 – LOCAL PLANNING STRATEGY MAP EXTRACT (SUBJECT SITE OUTLINED IN RED)

As noted above, the subject site has been identified as having the potential for more intensive subdivision and development, rather than remaining rural.

Policy Position 4 v) in relation to the supply and demand of rural living lots is addressed in the section of this Report titled *Gingin Regional land supply assessment*.

2.3 Gingin Townsite and Rural Surrounds Structure Plan

Consistent with a key objective for the Gingin townsite identified under the Local Planning Strategy, the Shire of Gingin prepared the Gingin Townsite and Rural Surrounds Structure Plan ('the Structure Plan'). The Structure Plan was adopted for final approval by Council at its Meeting of 18 December 2012. The Structure Plan was subsequently endorsed by the WAPC, with the WAPC approval expiring on 19 October 2025. A copy of the Structure Plan map is included at **Appendix D**.

The Structure Plan was originally intended to be incorporated into the Local Planning Strategy as part of the finalisation of that document, although this did not eventuate. The Structure Plan was supported by a District Water Management Strategy (DWMS) to provide guidance relating to water use and management of surface water and groundwater resources within the Gingin townsite expansion area.



With respect to new Rural Living proposals, the Structure Plan notes future planning is required including preparation of scheme amendments and subdivision guide plans. Further, the Structure Plan advises:

The Gingin Townsite and Rural Surrounds provides for expansion of current rural living areas to meet future demand, however contains expansion to within the periphery of the townsite. Rural living expansion is identified within areas identified by the draft Local Planning Strategy and contained areas adjacent to the townsite along major roads into the town to create an interface between rural and town land uses and built form.

It is noted the Structure Plan boundary is limited to the northern edge of the existing Marchmont Estate rural living area on the western side of Cheriton Road. This notwithstanding, proposed Scheme Amendment No. 23 is not in conflict with the Structure Plan or the Local Planning Strategy in that:

- it provides for a limited expansion of a current rural living area at the periphery of the townsite;
- the subject site is identified for rural residential in the Local Planning Strategy;
- the subject site is located along a significant road into town;
- it will provide a logical interface between rural and existing rural living land, including the provision of a hard edge between these zones via the provision of a road.

In addition to the above, it is also noted the Structure Plan contemplated the opportunity for a developer funded sewer or decentralised wastewater scheme to be provided, and in the absence of a wastewater scheme, assumes lot sizes in the range of 1000m² - 2000m² could be considered by the draft Government Sewerage Policy in place at the time. The opportunity for a wastewater scheme within the townsite has been extensively investigated by the Shire but has not eventuated and is no longer being pursued.

Further, the current Government Sewerage Policy (2019) introduced more stringent controls in relation to onsite effluent disposal. Accordingly, various assumptions in the Structure Plan relating to future development and subdivision within and immediately adjoining the townsite (and hence subsequent housing supply) cannot be realised and therefore these aspects of the Structure Plan are in need of review. This notwithstanding, the Local Planning Strategy provides sufficient guidance regarding planning for rural living adjacent to the townsite.

The DWMS recommends Local Structure Plans be accompanied by detailed information relating to water use, wastewater servicing, surface water and groundwater management, in the form of a Local Water Management Strategy (LWMS).

Notwithstanding the advice of the Shire of Gingin and DPLH that a structure plan would not be necessary in this instance, the proposal includes a LWMS (**Appendix E**) consistent with the recommendation of the DWMS

2.2 Gingin Regional Land Supply Assessment (2019)

With regard to rural living, the *Gingin Regional Land Supply Assessment* (LSA) notes the Shire of Gingin Local Planning Strategy has identified areas for potential rural living adjacent to the Gingin townsite (and between the Redfield Park and Sovereign Hill estates in Gabbadah). The Local



Planning Strategy also establishes a policy position to limit expansion of rural living development to existing areas in the Shire and those identified on the local planning strategy map.

The subject site is not currently identified for Rural Living in the LSA, despite it being identified in part for 'Rural Residential' in the local planning strategy map.

Limited rural living subdivision and development at the periphery of the townsite is supported by the Local Planning Strategy. Based on preliminary design, approximately 12 rural living lots would be created from the subject site and would provide a lot offering which is not currently available in such close proximity to the Gingin townsite.

Table 3: Development Outlook – project summaries identifies a potential yield of 313 rural living lots from the Country Heights Estate (Lots 81 and 83 Cheriton Road, Ginginup) based on existing approvals.

This notwithstanding, the Local Planning Strategy (as acknowledged by the LSA) has already accounted for other sites zoned for rural living in and around the Gingin townsite (such as Country Heights Estate). Therefore the proposal set out in this submission does not conflict with either the Local Planning Strategy which identifies the subject site for rural residential use or consequently the LSA. In any case, the subject site has key attributes that make it particularly suited to rural living subdivision, including:

- Its proximity to the Gingin townsite services and facilities (located only 1.5km north of the town centre).
- Compatibility with adjacent rural living zoned land to the east and south respectively.
- Opportunity to connect to existing public utility services (water, power and telecommunications).

2.3 State Planning Policies

2.5.1 State Planning Policy 2.5 – Rural Planning

State Planning Policy 2.5 (SPP 2.5) establishes the objectives for the management and protection of rural and rural living land in Western Australia.

The objectives of SPP 2.5 follow:

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



Clause 5.3 of SPP 2.5 recognises there is a market for rural living development and that it provides for a range of housing and lifestyle opportunities. SPP 2.5 notes rural living development should be carefully planned and references the guidance provided by SPP3 - *Urban Growth and Settlement* with respect to the strategic identification of settlement patterns and guidance on rural living use. SPP 3 will be addressed later in this Report.

This Application to rezone the subject site is consistent with the relevant policy measures set out in section 5.3 of SPP 2.5 as demonstrated in **Table 2** below:

SPP 2.5 Policy Measures for rural living (Clause 5.3)	Analysis of this Scheme Amendment Request
a) <i>Rural living proposals shall not be supported where they conflict with the objectives of this policy or do not meet the criteria listed at 5.3 (b) and (c)</i>	The Application is consistent with the objectives of SPP 2.5. Objective (f) is particularly relevant to the proposal, given it shall facilitate sustainable settlement in close proximity to the existing Gingin townsite.
b) <i>The rural living precinct must be part of a settlement hierarchy established in an endorsed planning strategy;</i>	The subject site meets the objectives for rural living development contained within the local planning strategy and is identified on the Local Planning Strategy map as 'rural residential'.
c) <i>The planning requirements for rural living precincts are that-</i> i. <i>The land be adjacent to, adjoining or close to existing urban areas with access to services, facilities and amenities;</i> ii. <i>The proposal will not conflict with the primary production of nearby land, or reduce its potential;</i>	The subject site is well located with respect to the range of services, facilities and amenities within the Gingin townsite. The subject site will not conflict with the primary production activities conducted on nearby land. Land to the south is already zoned for Rural Living and accommodates an existing rural living subdivision and Parks and Recreation reserve. Land to the east of the subject site is also zoned for Rural Living. Land to the north includes part of the same landholding (being the balance of Lot 9501) and is used for broad acre farming including keeping of livestock and periodic cropping. Viticulture has been established in the



iii. <i>areas required for priority agricultural land are avoided;</i> iv. <i>the extent of proposed settlement is guided by existing land supply and take-up, dwelling commencements and population projections</i> v. <i>areas required for urban uses are avoided;</i>	past on Lot 50 Cheriton Road, however it is evident the vines have not been maintained and this use has not operated commercially for some time. The rural properties to the north shall be separated from the proposed Rural Living lots by a subdivisional road. To the south-east of the site, on Lot 106 Cheriton Road, an olive grove has been established, but this again, this does not appear to be operated commercially. Land immediately to the west is zoned 'General Rural' and beyond that lies the Gingin Golf Course. The proposal represents a suitable transitional zone between existing rural living land use and general rural zoned land at the periphery of the Gingin townsite. The subject site is not identified for priority agricultural land. The proposal is consistent with the Gingin Regional LSA. No urban uses are planned or will be required in the future within the subject site. Rural living development (Marchmont Estate) has already occurred between the townsite and the proposed rural living expansion area the subject of this application.



vi. <i>water supply shall be as follows –</i> <i>Where lots with an individual area of four hectares or less are proposed and a reticulated water supply of sufficient capacity is available in the locality, the precinct will be required to be serviced with reticulated potable water by a licensed service provider. Should an alternative to a licensed supply be proposed it must be demonstrated that a licensed supply is not available; or</i> <i>Where a reticulated supply is demonstrated to not be available, or the individual lots are greater than four hectares, the WAPC may consider a fit-for-purpose domestic potable water supply, which includes water for firefighting. The supply must be demonstrated, sustainable and consistent with the standards for water and health; or – the development cannot proceed if an acceptable supply of potable water cannot be demonstrated;</i>	A reticulated water supply is available and shall be provided to service lots.
vii. <i>electricity supply shall be as follows</i> <i>– where a network is available the precinct is to be serviced with electricity by a licensed service provider, or</i> <i>– where a network is not available, the precinct is to be serviced by electricity from renewable energy source/s, by a licensed service provider, and this has been demonstrated;</i>	On overhead power supply is available within the Cheriton Road reserve. Future rural living lots will be able to connect to this network for the supply of electricity to the satisfaction of Western Power.
viii. <i>the precinct has reasonable access to community facilities, particularly education, health and recreation;</i>	The subject site is located approximately 1.5 km north of the Gingin town centre and accordingly has ready access to the existing education, health and recreation facilities within the town site.
ix. <i>the land is predominantly cleared of remnant vegetation, or the loss of remnant vegetation through clearing for building envelopes, bushfire protection and fencing is minimal and environmental values are not compromised;</i>	The subject site is cleared of remnant vegetation with the exclusion of scattered paddock trees and is not identified as bushfire prone. The accompanying LWMS (including Environmental Report) at Appendix E confirms no environmental values will be compromised by this proposal.



x. <i>the proposal demonstrates and will achieve improved environmental and landscape outcomes and a reduction in nutrient export in the context of the soil and total water management cycle, which may include rehabilitation as appropriate;</i> xi. <i>the land is capable of supporting the development of dwellings and associated infrastructure (including wastewater disposal and keeping of stock) and is not located in a floodway or an area prone to seasonal inundation;</i> xii. <i>the land is not subject to a separation distance or buffer from an adjoining land use, or if it is, that no sensitive land uses be permitted in the area of impact;</i> xiii. <i>the lots can be serviced by constructed road/s capable of providing access during all weather conditions, including access and egress for emergency purposes; and</i>	The LWMS at Appendix E addresses environmental and landscape outcomes resulting from the proposal as well as detailing nutrient management having regard to site and soil evaluation and water management. It is noted that under the current general rural zoning, there are very limited controls in place relating to nutrient export associated with the keeping of livestock or other rural uses. The proposal has been supported by an LWMS including site and soil assessment that demonstrates the subject site is capable of supporting the development of dwellings. The subject site is not located within a floodway or area prone to seasonal inundation. The subject site is not located within a buffer of any adjoining land uses likely to impact on the amenity of the proposed rural living development. Access to lots shall be provided via a new subdivisional road or via the existing road network.
d) <i>development standards for rural living zones are to be included in local planning schemes;</i>	Development standards are established in LPS 9 and Schedule 8 provides for special conditions to be included for particular sites via amendments to the Scheme.
e) <i>further subdivision of existing rural living lots into smaller parcels is not supported, unless provided for in a local planning strategy and/or scheme; and</i>	Not applicable to this proposal.



f) <i>rural strata proposals with a residential component are considered to be rural living and will be considered in accordance with the criteria listed at clauses 5.3 (a), (b) and (c) of this policy.</i>	Not applicable to this proposal.

Table 2 – Analysis of proposal under SPP 2.5 Rural Planning

Having regard to the above analysis, the proposal is consistent with the rural living provisions of SPP 2.5 and the criteria contained therein.

2.3.2 State Planning Policy 3 – Urban Growth and Settlement (SPP 3)

SPP 3 identifies the need for rural residential development to be located and designed in a sustainable way which is integrated within the overall pattern of settlement. Specifically, SPP 3 states that planning for rural residential development should:

- *avoid productive agricultural land, important natural resources, areas of high bush fire risk or environmental sensitivity;*
- *avoid future urban areas or areas particularly suitable for urban development in terms of their characteristics and proximity to urban services;*
- *give preference to locations near existing settlements with available services and facilities in order to support the local community and avoid locations where services are not available or costly extensions are necessary;*
- *minimise potential for conflict with incompatible activities associated with productive rural uses or natural resource management;*
- *only include locations which are suitable for this type of development, such as land which is topographically varied, visually attractive and with distinctive environmental attributes or otherwise has potential for lifestyle pursuits; and*
- *take a realistic approach by allocating land based on forecast estimates of demand for rural living not on the speculative development of land.*

This Scheme Amendment proposal is consistent with the above criteria set out in SPP 3. Specifically, the proposal:

- Does not significantly impact on the use of productive agricultural land and is not located on environmentally sensitive land, or land with high bushfire risk.
- Does not encroach on an area that is suitable for future urban development.
- Is well located in relation to its proximity to the existing Gingin townsite and the associated services and community facilities available within the townsite.
- Will not bring about conflict with incompatible activities on adjoining land.
- Is topographically varied and visually attractive and hence has suitable attributes for rural living subdivision.
- Will create only approximately 12` additional lots for rural living purposes in a suitable location and of a lot size that is not otherwise available in this location.



2.3.3 State Planning Policy 3.6 – Infrastructure Contributions (SPP 3.6)

The objectives of State Planning Policy 3.6 follow:

- to facilitate the efficient and effective provision of infrastructure and facilities that are essential to meet the demands arising from population growth and development;
- to provide a system for the coordinated delivery of infrastructure necessary to facilitate new urban growth opportunities to achieve compact, consolidated towns and cities;
- to provide clarity on the acceptable methods of collecting and coordinating contributions for infrastructure;
- to establish a system for apportioning, collecting and spending contributions for infrastructure that is transparent, equitable, accountable and consistent; and
- to guide an efficient dispute resolution and arbitration process.

Under SPP 3.6, contributions for all infrastructure must be levied in accordance with eight (8) underlying principles. The first of these, need and nexus, is particularly relevant to this proposal (without diminishing the importance of the remaining 7 principles) given the Shire has foreshadowed the desirability of a dual use path connecting from within the subdivision and along Cheriton Road, linking to the existing dual use path network. Need and nexus is described in SPP 3.6 as:

Need and the nexus: *The need for the infrastructure must be clearly demonstrated (need) and the connection between the development and the demand created should be clearly established (nexus).*

At this point in time, it is not considered the need and nexus for this infrastructure has been demonstrated (by a Development Contribution Plan or otherwise).

It is also noted in SPP 3.6 that DCPs may not be suitable in established regional areas due to the difficulties in establishing the need and nexus of additional infrastructure, or the uncertainty around the rate of growth and certainty regarding the timing of delivery of infrastructure. For these reasons, securing arrangements for infrastructure should not be required as a prerequisite or condition of this Scheme Amendment. Rather, it is logical that any contributions towards standard infrastructure items could be dealt with via a legal agreement at subdivision stage following the 'need and nexus' being sufficiently demonstrated. Such a legal agreement may be required as a condition of subdivision approval.

2.3.4 State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP3.7)

Designated bushfire prone areas are areas identified and designated by the Fire and Emergency Services Commissioner under the Fire and Emergency Services Act, 1998. Such areas are identified on the Map of Bush Fire Prone Areas administered by DFES. The subject site is not identified as bush fire prone on the Map of Bush Fire Prone Areas and hence no further investigation into bushfire risk has been undertaken in relation to this issue.

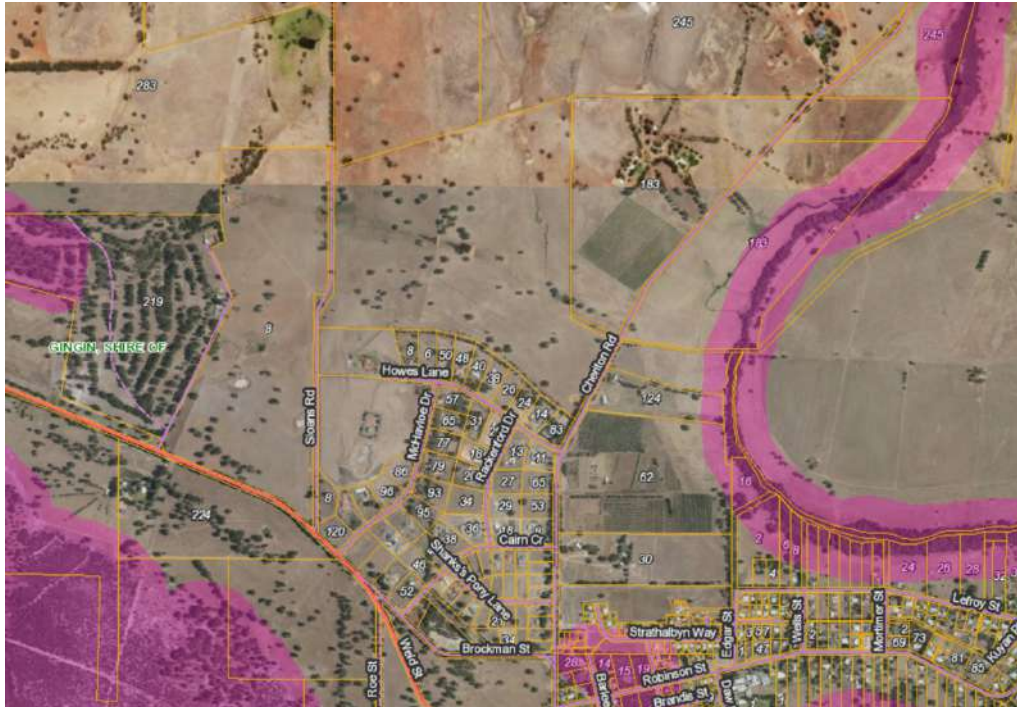


FIGURE 3 – BUSHFIRE PRONE AREAS MAPPING

2.4 Other Planning Policies and Guidelines

2.4.1 Government Sewer Policy 2019

The Government Sewer Policy (GSP) is a whole of Government policy prepared to establish the Government position on the provision of sewer services within Western Australia through the progressive planning and development of land. In particular, the GSP promotes the sustainable use and development of land through the following objectives:

1. To generally require connection of new subdivision and development to reticulated sewerage;
2. To protect public health and amenity;
3. To protect the environment and the State's water and land resources;
4. To promote the efficient use of infrastructure and land;
5. To minimise costs to the broader community including by ensuring an appropriate level and form of sewage servicing is provided; and
6. To adopt the precautionary principle to on-site sewage disposal.

Future development within the subject site is to utilise onsite effluent disposal systems as outlined within section 5.2 - On-site Sewage Disposal as follows:

5.2 On-site sewage disposal

Where the provisions of 5.1.1 do not apply (requirement to connect to reticulated sewerage), on-site disposal may be considered where the responsible authority is satisfied that:



- Each lot is capable of accommodating on-site sewage disposal without endangering public health or the environment; and
- The minimum site requirements for on-site sewage disposal outlined in this section and Schedule 2 can be met.

The table at section 5.2.1 of the GSP stipulates a minimum lot size of 1ha for subdivision in sewage sensitive areas. **Figure 4** overleaf illustrates only the eastern part of the subject site is shown as sewage sensitive.

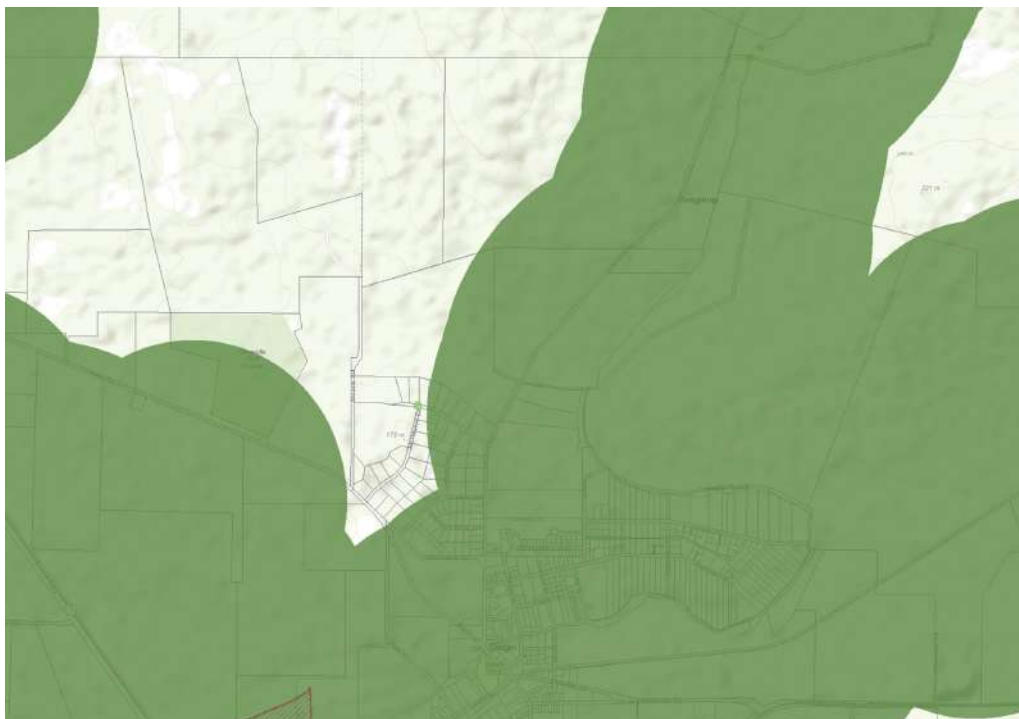




FIGURE 4 – MAP OF SEWAGE SENSITIVE AREAS

The LWMS at **Appendix E**, which includes a Site and Soil Evaluation prepared in accordance with the requirements of the GSP, demonstrates this Scheme Amendment proposal and the subsequent subdivision of the land to create 2ha rural living lots satisfies all requirements of the GSP.

2.4.2 Rural Planning Guidelines

Section 4 of the Rural Planning Guidelines (the Guidelines) provides direction in relation to 'Planning for rural living in a strategy or scheme'. The Guidelines note:

Rural living lots are not considered rural land uses – they are residential uses that need to be factored into settlement planning.

Whilst rural living lots are considered to be 'residential' uses, not all requirements applicable to residential subdivision apply. The WAPC Position Statement – Special Residential Zone is relevant in this regard. Special Residential subdivision typically describes lot sizes between 2,000m² to 10,000m². The Position Statement notes the following with regard to the provision of Public Open Space:

5.2.4 Open Space

a) Generally, a public open space contribution is not requested in special residential zones due to the larger lot sizes.

Similarly, in the case of rural living subdivision involving a minimum lot size of 2ha, a public open space contribution would not be expected.

The relevant considerations set out in the Rural Planning Guidelines in relation to the introduction of necessary development standards (including appropriate lot sizes), the requirement for technical investigations, assessing demand, servicing requirements etc. have all been reviewed and where appropriate, addressed as part of preparing this Scheme Amendment proposal.

2.4.3 Better Urban Water Management

The Better Urban Water Management (BUWM) document provides a framework for how water resources should be considered at each planning stage by identifying the various actions and investigations required to support the particular planning decision being made.

BUWM is intended to be applied to both new greenfield and urban renewal projects where residential, commercial, industrial and rural residential uses and development are proposed, including in rural townsites areas. At the local planning scheme amendment stage, the corresponding report would be a Local Water Management Strategy (LWMS). Accordingly, an LWMS has been prepared in support of the proposed Scheme Amendment which accords with BUWM requirements (**Appendix E**).



2.4.4 Shire of Gingin Guidelines for Roadworks, Drainage and Subdivision Development

The Shire of Gingin Policy Manual includes Policy 7.8 – *Guidelines for Roadworks, Drainage and Subdivision Development*.

Policy 7.8 sets out the construction specifications including materials, methods of construction and design of road and/or drains in the Shire. Policy 7.8 stipulates the road construction standards applicable to roads in town centre, residential, rural, rural living and mixed business areas. With regard to roads servicing rural living areas, there is no stipulation that footpaths or dual use paths should be provided. Clause 2.5 states:

2.5 Miscellaneous Facilities

2.5.1 Footpaths and Dual-Use Paths

Footpaths and dual-use paths in road reserves shall be provided in urban residential subdivisions unless special circumstances prevail in which case they may be omitted at Council's discretion. If such paths are required, they shall be constructed by the Subdivider at the time of Subdivision.

Whilst footpaths and dual use paths are to be provided to service urban residential subdivisions, there is no requirement under Policy 7.8, nor has it been the practice for other rural living subdivisions to provide connecting footpaths or dual use paths.

3 SITE ANALYSIS

3.1 Landform & Topography

The topography of the subject site is evident on the Concept Subdivision Plans at **Appendix F**. The subject site grades upwards from Cheriton Road from a height of 110m AHD firstly in a westerly direction before grading upwards in a southerly direction to a height of approximately 154m AHD along the southern boundary of Lot 380 Howes Lane.

3.2 Soil Profile

The soil profile for the subject site has been investigated as part of the Site and Soil Evaluation undertaken in support of the proposal (**Appendix E**).

3.3 Groundwater and Hydrology

Depth to groundwater and hydrology were investigated as part of the LWMS prepared in support of the proposal (**Appendix E**).



3.4 Geomorphic Wetlands

A review of the Department of Biodiversity Conservation and Attractions Geomorphic Wetlands of the Swan Coastal Plain mapping dataset indicate that no geomorphic wetlands are located within the subject site. The nearest mapped wetland is a Multiple Use Category palusplain in cleared paddocks 95m east of the site. Gingin Brook 440m south-east of the site, is mapped as a Conservation Category palusplain.

3.5 Acid Sulphate Soil Risk

The risk of Acid Sulphate Soils (ASS) or Potential Acid Sulphate Soils (PASS) occurring within the subject site is negligible, with the site identified as having no significant risk of ASS or PASS occurring within 3m of natural soil surface as illustrated by **Figure 5** below.



FIGURE 5 –ACID SULPHATE SOIL RISK (DWER)

3.6 Existing Vegetation – Flora & Fauna

As evident from aerial photography and as described in the LWMS and accompanying Environmental Report at **Appendix E**, the subject site is predominantly cleared of native vegetation with the exception of scattered paddock trees (mostly Marri and Flooded Gum).

The Concept Subdivision Plan (Aerial) at **Appendix F** illustrates there will be virtually no disturbance to existing trees on the subject site as a result of road construction or the future development of dwellings and associated outbuildings.

3.7 Land Capability

No reticulated sewer connection is available for the subject site or within the Gingin townsite. The Site and Soil Evaluation undertaken in support of the proposal (**Appendix E**) has demonstrated the suitability of future rural living lots of 2ha minimum to be serviced with onsite effluent disposal systems.



4 PROPOSED REZONING

4.1 Overview of Proposal

This Application seeks Council's support for the initiation of a Scheme Amendment to rezone the subject site, comprising an area of 24.02 ha of land, from 'General Rural' to 'Rural Living (RL2)'. The submission is accompanied by a Concept Subdivision Plan (**Appendix F1 and F2**) to illustrate the manner by which the subject site may be subdivided following rezoning and provides a design response to opportunities and constraints evident on the site.

4.2 Type of Amendment

Pursuant to regulation 34 of the LPS Regulations, the proposed Scheme Amendment represents a 'standard amendment'. The relevant clauses defining a standard amendment are as follows:

Standard Amendment means any of the following amendments to a local planning scheme –

- a) An amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
- b) **An amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;**
- c) An amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;
- e) **An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;**
- f) **An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;**
- g) Any other amendment that is not a complex or basic amendment.

(bold text added for emphasis)

It is considered the proposed Scheme Amendment satisfies the relevant provisions in bold text above and hence should be considered a standard amendment.

4.3 Special Conditions

In addition to the standards that generally apply to the Rural Living zone, the following conditions specific to the area to be rezoned to Rural Living (RL2) are proposed to be included in Schedule 8 of LPS 9 as part of the Scheme Amendment:

No.	Description of Land	Conditions
2	Pt Lot 9501 Cheriton Road, Gingin	General 1. These conditions shall apply in conjunction with the Scheme requirements for the Rural Living zone, and/or as otherwise approved by the local government. Where conflicts exist, these conditions prevail.



		Structure Planning 2. A structure plan is not required to facilitate subdivision and development subject to the plan of subdivision and application meeting Conditions 3 and 4 below. Subdivision 3. The plan of subdivision and application must: (a) identify building envelopes/exclusion areas which respond to the significant environmental features of the site, including achieving suitable separation from water resources; and (b) provide a logical road network, including a subdivisional road along the northern boundary of the subdivision area designed to link the subdivision area from its eastern boundary to Cheriton Road through to its western boundary to Sloans Road; (c) be supported by: i. an approved Local Water Management Strategy; and ii. a site and soil evaluation conducted in accordance with <i>AS/NZS 1547 On-site domestic wastewater management</i>; Local development plan 4. A local development plan is to be prepared and approved identifying building envelopes/exclusion areas consistent with Conditions 1 to 3 above. 5. Notwithstanding cl. 61(1)(l), where development is inconsistent with the approved local development plan a development application shall be required.

4.4 Concept Subdivision Plan

The Concept Subdivision Plan depicts the creation of 12 rural living lots (2ha minimum) serviced by Cheriton Road and a new subdivisional road which would in turn connect to Sloans Road. Sloans Road is currently constructed to a gravel standard with the exception of its southern portion which is sealed for a length of approximately 230m.

4.5 Visual Landscape Considerations

The subject site is located on the western side of Gingin Brook and forms part of the Cheriton Valley. As previously described in this report, the subject site grades upwards from Cheriton Road from a height of 110m AHD firstly in a westerly direction before grading upwards in a southerly direction to a height of approximately 154m AHD along the southern boundary of Lot 380 Howes Lane.

As evident from aerial photographs including the Aerial Context Plan at **Appendix A**, the subject site is generally cleared of vegetation with the exception of some scattered paddock trees.



The Concept Subdivision Plans (**Appendix F1** and **F2**) illustrates the proposed subdivision layout and provides for lots of suitable dimensions to accommodate a single house and associated outbuildings which could be located so as to satisfy required setbacks for the rural living zone specified in Table 2 of LPS 9 (20m from all lot boundaries).

Table 2 does not specify minimum landscaping requirements for rural living lots, but notes landscaping is to be provided 'as required by local government'.

Development approval is not required for a single house in the rural living zone as provided under LPS 9 at *Schedule A – Planning and Development (Local Planning Schemes) Regulations 2015 Deemed Provisions for Local Planning Schemes*. Therefore, it is not considered necessary or appropriate to introduce an additional requirement for development approval for the lots subject to Scheme Amendment 23 for the purpose of introducing design guidelines or similar. In this regard, a requirement for design guidelines to be incorporated as part of the proposal was not raised as part of the preliminary consultation undertaken by the Shire of Gingin.

If required, conditions could be applied at subdivision stage requiring selective planting of street trees as part of a road construction condition (and also tree planting along the western edge of the Cheriton Road reserve, where appropriate) to provide an effective visual screen for buildings which would complement plantings within the lots undertaken by future landowners.

There will be no adverse impact on other external views of the site (such as from Brand Highway) as a result of the proposal given the natural topography of the site and its surrounds.

4.6 Interfaces with General Rural Zoned Land

As described previously in this report in the section addressing SPP 2.5, the proposal will not conflict with primary production activities undertaken on nearby General Rural zoned land and is considered a suitable transitional land use between surrounding rural land to the north and west, exiting rural living lots and residential land use. In this regard, it is noted nearby rural land use comprises broad acre agricultural activities rather than commercial intensive agricultural enterprises, with surrounding rural land separated from the subject site by existing and proposed roads. This notwithstanding, it is anticipated a s70A Notification being placed on the titles of future rural living lots may be considered appropriate at subdivision stage, advising prospective purchasers of potential impacts from a primary production activities conducted in the surrounding rural areas.

4.7 Servicing and Infrastructure

4.7.1 Traffic, Roads and Pedestrian Access

A Transport Impact Statement (TIS) has been prepared in support of the proposed Scheme Amendment, a copy of which is included at **Appendix G**.

The TIS considers the proposal to rezone the subject site to create up to 14 lots having particular regard to the existing road network and the new subdivisional road linking between Cheriton Road and Sloans Road. Key findings in the TIS include the following:



- The new subdivision road connecting Sloans Road and Cheriton Road, which provides an alternative route to Brand Highway, could assist in reducing traffic flow on Mchavloe Drive heading to Brand Highway, particularly traffic generated from the Country Heights Estate, which will be a significant traffic generator when completed. Therefore, the addition of the new subdivision road would also benefit the existing and future residents by providing more permeability to the road network.
- As the area is rural in nature and not in immediate proximity to shops or other trip attractors, it is unlikely there would be significant demand for designated pedestrian access or cycling. Therefore, it is not necessary to provide footpaths within the subdivision and/or a connection to the surrounding road network.
- The development is conservatively estimated to generate 11 trips in the AM peak hour and 14 trips in the PM peak hour. The volume of trips generated by the subject site is minimal and is not considered to have any substantial impact on the surrounding road network.
- It is considered highly unlikely that the proposed development will cause any material impact to the traffic safety of the surrounding road network.

4.7.2 Drainage

The Local Water Management Strategy attached at **Appendix E** details the method in which stormwater will be managed. The strategy aims to comply with the principles and objectives for stormwater management identified in the *Stormwater Management Manual for WA* (DoW, 2004) and *Beter Urban Water Management* (WAPC, 2008). The drainage system will be designed to maintain surface flow rates and volumes within and from the developed site at their pre-development levels. The drainage design presented is conceptual and will be refined in the detailed subdivision designs.

4.7.3 Power

Power and telecommunications infrastructure is available to the subject site via Cheriton Road and could readily be extended along the proposed subdivisional road connecting to Sloans Road to service proposed lots at subdivision stage. Power and telecommunications infrastructure already extends along Howes Lane via Mchavloe Drive.

4.7.4 Water

The landowner of the subject site installed the Water Corporation water supply pipework servicing Marchmont Estate and extending within Cheriton Road to the southern boundary of Lot 9501 as part of the Marchmont Estate subdivision. Water supply pipework already extends along Howes Lane via Mchavloe Drive.

This water supply infrastructure was designed (as a requirement of the Water Corporation) to be of sufficient capacity to enable it to be extended to facilitate future subdivision along Cheriton Road and therefore is expected to be readily able to service proposed lots at subdivision stage.



5 CONCLUSION

This Scheme Amendment proposal seeks support from the Shire of Gingin to initiate an amendment to rezone Pt Lot 9501 Cheriton Road from 'General Rural' to 'Rural Living (RL2)'. It is considered the proposal is consistent with the strategic planning intent for the subject site set out in the Shire's local planning framework and is able to satisfy relevant state planning policies. As such, the proposal represents orderly and proper planning for the Gingin townsite and surrounds, which will make efficient use of existing servicing infrastructure and assist in supporting the provision of a range of townsite services and facilities.

Following the initiation of the Scheme Amendment and it being subject to the requirements of Part 5, Division 3 of the Planning and Development (Local Planning Schemes) Regulations 2015, it is respectfully requested the Scheme Amendment be favourably considered by the Western Australian Planning Commission and thereafter approved by the Minister for Planning.



APPENDIX A

AERIAL CONTEXT PLAN



AERIAL CONTEXT PLAN

Pt Lot 9501 Cheriton Road and Lot 380 Howes Lane,
GINGIN

Plan No.		20213-05	PERTH & FORRESTDALE:	COPYRIGHT:
Date		29/11/21	Lvl 1, 252 Fitzgerald St	This document is and shall remain the
Drawn		NP	PERTH WA 6000	property of HARLEY DYKSTRA.
Checked		DM	15/2 Hensbrook Loop,	The document may only be used for the
Revision		A	FORRESTDALE WA 6112	purpose for which it was commissioned
			T: 08 9495 1947	and in accordance with the terms of
			E: metro@harleydykstra.com.au	engagement for the commission.
			ALBANY BUNBURY BUSSELTON FORRESTDALE PERTH	Unauthorised use of this document in
				any form whatsoever is prohibited.

Scale | 1:10000@A3 0 100m 200m 300m

NOTE: This plan has been prepared for planning purposes. Areas, Contours and Dimensions shown are subject to survey





APPENDIX B

CERTIFICATES OF TITLE

REGISTER NUMBER 9501/DP420962	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 12/4/2021

WESTERN AUSTRALIA



RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 4000 FOLIO 605

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.


REGISTRAR OF TITLES 

LAND DESCRIPTION:

LOT 9501 ON DEPOSITED PLAN 420962

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

VERNON SCHOFIELD OF 245 CHERITON ROAD GINGIN WA 6503

(AF O672966) REGISTERED 16/3/2021

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. T1011/1899 EASEMENT BENEFIT SEE TRANSFER 1011/1899. REGISTERED 1/1/1899.
2. *K029554 NOTIFICATION CONTAINS FACTORS AFFECTING THE WITHIN LAND. LODGED 8/1/2007.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

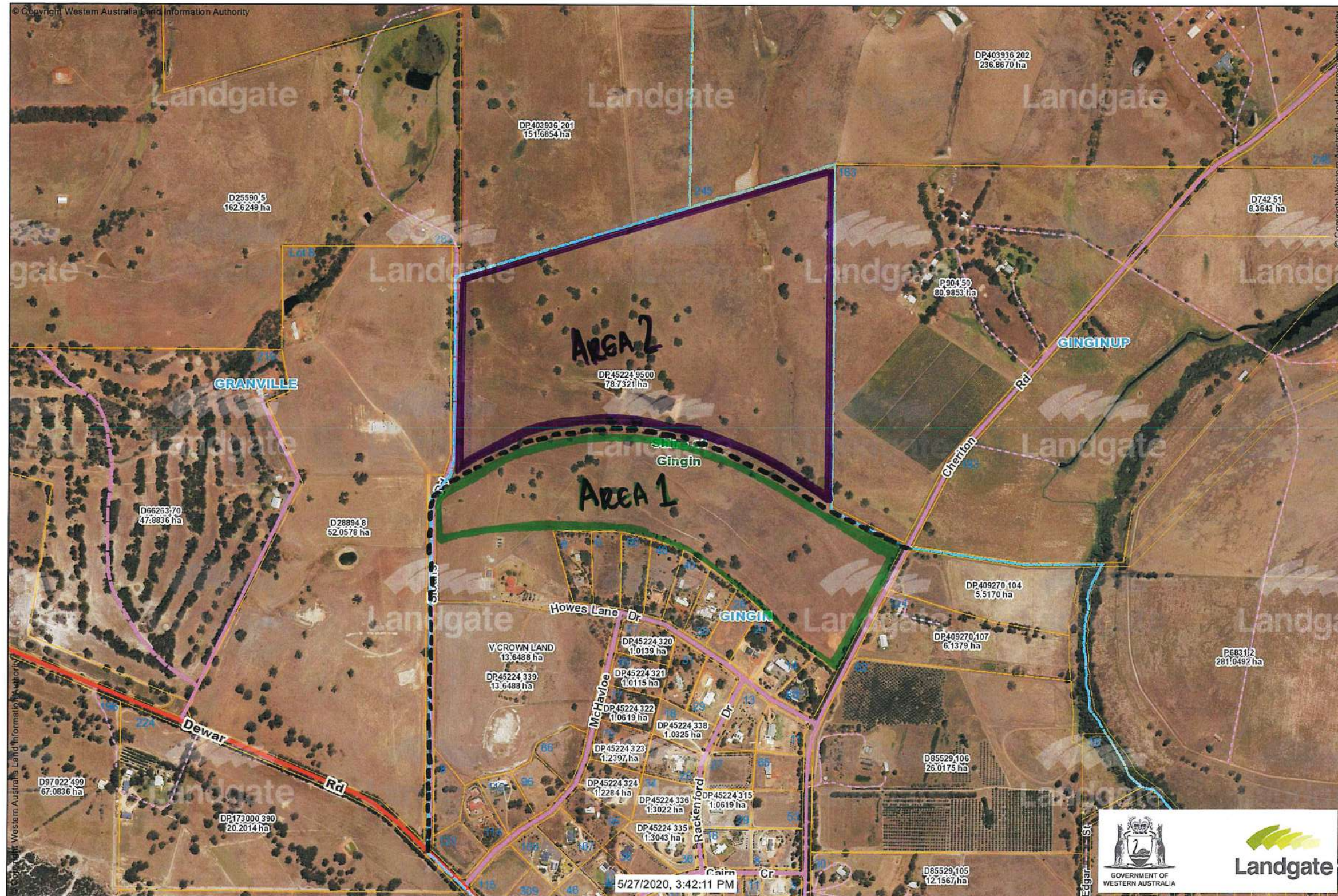
SKETCH OF LAND: DP420962
PREVIOUS TITLE: 2646-375
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF GINGIN



APPENDIX C

AREA 1 AND AREA 2 SKETCH

Lot 9500 Cheriton Road, Ginginup



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APPENDIX D

GINGIN TOWNSITE AND RURAL SURROUNDS STRUCTURE PLAN (MAP)

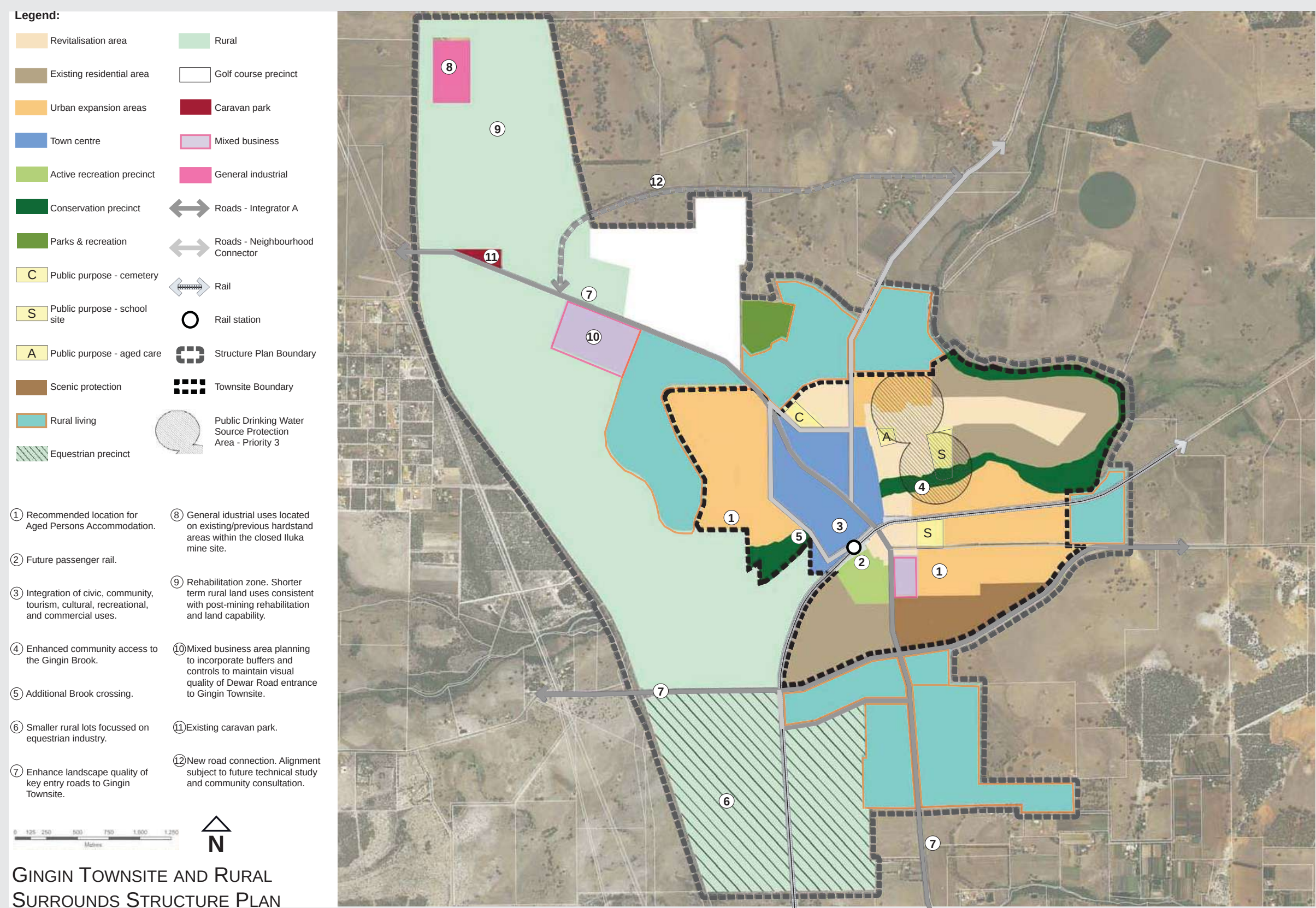


Figure 8 - Gingin Townsite and Rural Surrounds Structure Plan



APPENDIX E

LOCAL WATER MANGEMENT STRATEGY

**PT LOT 9501 CHERITON RD, GINGIN
LOCAL WATER MANAGEMENT STRATEGY**

Prepared for

Schofield Trust
PO Box 220
GINGIN WA 6503

Draft Report No. J20021
31 December 2021

BAYLEY ENVIRONMENTAL SERVICES
30 Thomas Street
SOUTH FREMANTLE WA 6162

Sundowner Nominees Pty Ltd as trustee for the Bayley Cook Family Trust ABN 20 822 598 897
trading as Bayley Environmental Services

EXECUTIVE SUMMARY

INTRODUCTION

The Schofield Trust proposes to rezone Lots 9501 Cheriton Road, Gingin (the site) from General Rural to Rural Living under the Shire of Gingin Local Planning Scheme No. 9 to enable its subdivision into Rural Living lots with a minimum size of two hectares.

The site has a total area of approximately 31.5ha. The proposed subdivision will create 12 new lots with areas between 2.1ha and 3.26ha as well as 2.24ha of new road reserve. The new lots will enable 12 new residences to be built, which will be serviced with scheme water and on-site effluent disposal.

Bayley Environmental Services was commissioned in August 2021 to undertake site investigations and to prepare a Local Water Management Strategy (LWMS) in support of the structure plan. the Department of Planning, Lands & Heritage (DPLH) has agreed that the requirement for an Environmental Assessment & Management Strategy (EAMS) report to support the rezoning may be satisfied by an expanded LWMS.

EXISTING ENVIRONMENT

The site lies on the gently undulating Gingin Scarp, on the north-facing slope of a low hill. The elevation ranges from 109.5m AHD at the north-east corner to 155m AHD at the south-west corner. The average slope over the site is about 8%.

The site soils consist mostly of dark red loam over orange-red mottled clay-loam or lateritic clay. In the south-west the test pits found very dark loam over a white chalk layer about 1.5m thick over clay.

Constant-head permeability tests in accordance with AS1547:2012 at 0.5m depth at eight locations (Figure 4) found saturated hydraulic conductivities (Ks) ranging from 0.5m/day to 9.2m/day, with an average Ks of 3.5m/day and a median of 2.4m/day.

No soil PRI analyses have been carried out at the site. The dark red-brown loamy and clayey soils are expected to have a high to very high PRI (probably over 100).

The Department of Water & Environmental Regulation (DWER) maps the site as having Low to Nil risk of actual or potential acid sulphate soils.

A shallow groundwater table probably develops in the valley north of the site in winter. Given the slopes and observed depth to granite in the area, the water table is expected to extend no further than the edges of the lots.

Groundwater ingress was observed at 1.8m to 2m depth in one test pit in the north of the site. Shallow groundwater (0.4m bgl) was also observed in a small area in the central south.

A shallow seasonal tributary of Gingin Brook flows northwest-southeast about 35-200m north of the site. The creek has a catchment of 95ha including parts of the site. Towards the north-eastern end of the site, the creek is joined by another creekline flowing from the north, which has an additional catchment of about 65ha. There are no wetlands mapped or existing on the site.

The site is cleared of native vegetation except for scattered mature trees, mostly Marri and Flooded Gum.

The cleared site and surrounds offer little habitat for native fauna except for disturbance-tolerant birds. Birds observed on the site during the site inspections included magpies, crows, twenty-eight parrots and galahs.

A detailed tree inspection in September 2021 found several trees containing small hollows, including one in use by galahs. No hollows or potential hollows of suitable size or configuration for black cockatoo nesting were observed. No evidence of black cockatoo feeding (e.g. chewed nuts) was observed.

The site has been cleared and used for cropping and/or broadacre grazing since at least 1981. There is no evidence on aerial photographs or on the ground of any intensive agriculture, structures or other potentially contaminating land uses. No further investigation of contamination is proposed.

LAND CAPABILITY FOR ON-SITE EFFLUENT DISPOSAL

Site investigations have found that the site is suitable for on-site effluent disposal in accordance with the Government Sewerage Policy (GSP). Specifically:

- The proposed minimum lot size of 2.1ha meets the lot size requirements of the GSP.
- The slopes on the site are less than 20%, the limit set by the GSP.
- The measured soil permeability is well above the minimum for on-site effluent disposal set by the GSP and Australian Standard AS1547:2012.
- The soil colour and clay-loam texture suggest a high to very high phosphorus retention index (PRI).
- Most of the site has sufficient groundwater clearance for effluent disposal without any modification. Parts of some lots might require filling to permit effluent disposal, but all lots contain areas that can be used without filling.

- All lots contain considerable areas with more than 100m separation from surface watercourses.
- The site is not susceptible to inundation under any foreseeable scenario.

STORMWATER MANAGEMENT

Runoff from the single access road from storms up to 1 year ARI, 1 hour duration (about 15mm) will be captured and infiltrated in a vegetated roadside bioretention swale. Preliminary calculations suggest that a swale 0.65m deep containing 0.3m high weirs at 13m spacing will have sufficient capacity to capture and infiltrate the 1-year 1-hour storm.

The lots will generally generate no runoff from 1-year 1-hour storms or smaller. In larger storms, runoff from the lots will flow into the roadside swale or to offsite areas.

Runoff from major storms up to the critical 100-year ARI storm, including road runoff and overflow from the lots, will overtop the weirs and flow along the roadside swale to the roadside drain on Cheriton Road, then into the northern creek and Gingin Brook.

The roadside swale will be sized to carry the critical 100-year ARI flow from all parts of the site and external catchments. The weirs will be sized to detain and compensate the offsite flows to no more than pre-development levels.

The drainage system will be designed to maximise on-site retention of nitrogen and phosphorus. This will be achieved by:

- Infiltrating or detaining all road runoff from the first 15mm of rainfall in any storm in a densely vegetated roadside bioretention swale.
- Conveying all road runoff from storms between 1-year and 100-year ARI in a densely vegetated bioretention swale to allow suspended particles to be filtered out.

The drainage system has been designed to require minimal maintenance. The following will be required to ensure that the system continues to function as designed:

- Tending and maintenance of swales and other vegetated drainage features to remove litter, control weeds and encourage the growth of native species.
- Pruning, mulching or removal of vegetation in the swale as necessary to maintain ground fuel loads below 8 tonnes/ha.

GROUNDWATER MANAGEMENT

Development on the site is not expected to have any effect on groundwater levels.

No groundwater quality information currently exists for the site. The aim of nutrient management will be to limit nutrient inputs to the site so that nutrient outputs are minimised. Given the high-PRI soils at the site, minimal phosphorus leaching to the groundwater is expected.

LANDSCAPING STRATEGY

In accordance with the Shire of Gingin Local Planning Scheme No. 9, the Shire of Gingin may require landscaping in accordance with a Landscape Plan as a condition of subdivision.

IMPLEMENTATION AND FURTHER MANAGEMENT PLANS

Subdivision and development on the site will be carried out in general accordance with this LWMS.

Prior to subdivision and development, a detailed drainage design (including sizing and configuration of the roadside swale) will be carried out and documented in a detailed Drainage Management Plan to the satisfaction of the Shire of Gingin.

Prior to development on individual lots, detailed design of on-site effluent disposal systems will be carried out by an experienced designer/installer to the satisfaction of the Shire of Gingin.

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1.0 INTRODUCTION

1.1 The Proposed Development

The Schofield Trust proposes to rezone Lots 9501 Cheriton Road , Gingin (the site) from General Rural to Rural Living under the Shire of Gingin Local Planning Scheme No. 9 to enable its subdivision into Rural Living lots with a minimum size of two hectares.

The site has a total area of approximately 24.02ha. The proposed subdivision will create 12 new lots with areas between 2.1ha and 3.26ha as well as 2.24ha of new road reserve. The new lots will enable 12 new residences to be built, which will be serviced with scheme water and on-site effluent disposal.

Planning consultant Harley Dykstra has prepared a structure plan and conceptual plan of subdivision for the site. Figure 1 shows the proposed subdivision layout. Figure 2 shows an aerial view of the site and its surroundings.

Bayley Environmental Services was commissioned in August 2021 to undertake site investigations and to prepare a Local Water Management Strategy (LWMS) in support of the structure plan. Due to the apparent lack of significant environmental constraints to the proposal, the Department of Planning, Lands & Heritage (DPLH) has agreed (____, 2021 corresp.) that the requirement for an Environmental Assessment & Management Strategy (EAMS) report to support the rezoning may be satisfied by an expanded LWMS.

1.2 Relevant Policies and Guidelines

1.2.1 State Planning Policy 2.9

State Planning Policy 2.9: *Water Resources* (WAPC, 2006) lists the following key principles for total water cycle management:

- Consideration of all water sources (including wastewater) in water planning, maximising the value of water resources.
- Integration of water and land use planning.
- Sustainable and equitable use of all water sources, having consideration of the needs of all water users including the community, industry and the environment.
- Integration of water use and natural water processes.
- A whole-of-catchment integration of natural resource use and management.

SPP 2.9 also lists the following general objectives for water-sensitive urban design:

- to manage a water regime;
- to maintain and, where possible, enhance water quality;
- to encourage water conservation;
- to enhance water-related environmental values; and
- to enhance water-related recreational and cultural values.

Element 5 of *Liveable Neighbourhoods* Edition 3 (WAPC, 2004) identifies specific objectives and requirements for Urban Water Management. These are based on Best Planning Practices which are defined as the best practical approach for achieving water resource management objectives within an urban framework.

1.2.2 Better Urban Water Management

Better Urban Water Management (WAPC, 2008) sets out the following objectives for water sensitive urban design:

Water Conservation

- Consumption of 100kL/pp/yr including less than 40-60 kL/p/yr scheme water.

Water Quantity

- Ecological Protection – Maintain pre-development flow rates and volumes for the 1 year ARI event. Maintain or restore desirable environmental flows and/or hydrological cycles.
- Flood Management – Maintain pre-development flow rates and volumes for the 100 year ARI event.

Water Quality

- Maintain pre-development nutrient outputs (if known) or meet relevant water quality guidelines (e.g. ANZECC & ARMICANZ, 2000).
- Treat all runoff in the drainage network prior to discharge consistent with the Stormwater Management Manual.
- As compared to a development that does not actively manage stormwater quality, achieve:
 - at least 80% reduction of Total Suspended Solids;
 - at least 60% reduction of Total Phosphorus;
 - at least 45% reduction of Total Nitrogen; and
 - at least 70% reduction of gross pollutants.

Mosquitoes and Midges

- Design detention structures so that, between the months of November and May, stormwater is fully infiltrated within 96 hours.
- Design permanent water bodies (where accepted by DWER) to maximise predation of mosquito larvae by native fauna.

1.2.3 Government Sewerage Policy

The Government Sewerage Policy (2019) requires that all new subdivision and development should be deep-sewered unless it is exempt for one of several reasons. For exempt developments, the policy establishes minimum site capability requirements and, where appropriate, density limits. In these cases, on-site effluent disposal may be approved where the responsible authority is satisfied that:

- each lot is capable of accommodating on-site sewage disposal without endangering public health or the environment; and
- the minimum site requirements for on-site sewage disposal as set out in the Policy can be met.

The Policy designates certain areas as Sewage Sensitive Areas (SSAs), including land:

- within the coastal catchment of the Swan Estuary; and
- within 1km upgradient or 250m downgradient (or overall 1km where the groundwater gradient is unknown) of a significant wetland.

Approximately the eastern half of the site is within an SSA due to its proximity to Gingin Brook.

Additional restrictions and requirements apply to on-site effluent disposal in SSAs, including:

- a minimum lot size of one hectare (unless exempted on a case-by-case basis);
- minimum vertical separation of 1.5m from the discharge point of effluent disposal systems to the highest groundwater table level; and
- secondary effluent treatment systems with nutrient removal.

1.2.4 DoW Interim Guideline: Developing a Local Water Management Strategy

The DoW LWMS guideline was published in 2008 and sets out the DoW's preferred format and content for LWMS documents. The guideline expands on the LWMS guidance provided in *Better Urban Water Management* (2008).

This LWMS has been prepared in accordance with the principles set out in the DoW guideline.

1.2.5 Shire of Gingin Local Planning Scheme No. 9

The Shire of Gingin Local Planning Scheme No. 9 contains the following objectives for Rural Living zones:

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

1.3 Scope of the LWMS

The scope of this LWMS is to:

- Document the existing environment on the site, in relation to soils, drainage, erosion, watercourses, groundwater and water-dependent ecosystems.
- Briefly describe the proposed development in relation to water management.
- Examine the capability of the site for on-site effluent disposal.
- Address relevant regulatory requirements and design criteria for water harvesting, setbacks to watercourses, groundwater management and drainage.
- Describe the strategies to be implemented for water conservation, watercourse protection, groundwater management and stormwater drainage.

This LWMS also includes relevant elements of an Environmental Assessment and Management Strategy (EAMS) in support of the Scheme amendment, by agreement with the DPLH (_____, 2021 corresp.)

1.4 Design Objectives

Table 1.1 summarises the water-related design objectives for the site and the means by which they will be achieved in the LWMS and subsequent management plans.

Table 1.1 Design Objectives

<i>Design Aspect</i>	<i>Design Objective</i>	<i>How Objective is to be Achieved</i>
Water Conservation	Ensure efficient and sustainable use of water resources	Use water efficient fixtures. Use non-potable water for irrigation. Use water-efficient native species for landscaping. Irrigate landscape plantings only for 2 years.
Groundwater Management	Minimise impacts on groundwater level and flows Minimise impacts on groundwater quality	Treat runoff from minor storms in bioretention basins and swales.
Surface Water Management	Minimise impacts on surface water flow rates, volumes and quality	Retain and infiltrate runoff from 1-year ARI 1-hour storms in bioretention basins and swales. Detain runoff from larger storms and control release from lots and overall site to pre-development flow rates. Set effluent disposal facilities at least 100m back from natural waterways.

2.0 EXISTING ENVIRONMENT

2.1 Rainfall

Gingin, like the rest of the near-Perth region, has a strongly seasonal rainfall, with most of the annual rain falling between May and September in association with winter cold fronts. Occasional heavy falls may occur from summer thunderstorms. The long-term average annual rainfall for RAAF Gingin (located 14.3km south of the site) is 620.7mm, of which 80% falls between the months of May and September.

Figure 3 shows a rainfall occurrence chart for RAAF Gingin. Table 2.1 shows rainfall intensity, frequency and duration for Gingin.

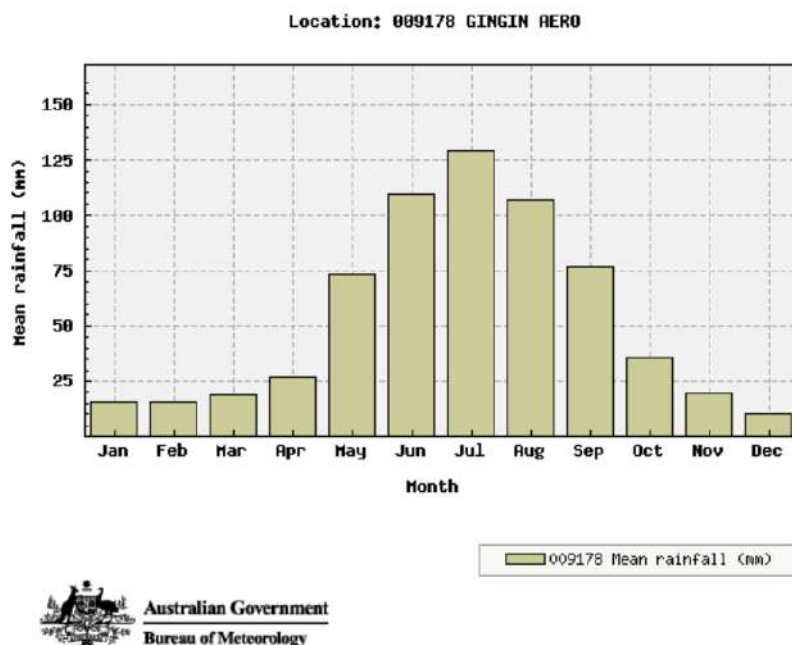


Figure 3 RAAF Gingin Mean Rainfall

IFD Design Rainfall Depth (mm)

Issued: 17 December 2021

Rainfall depth for Durations, Exceedance per Year (EY), and Annual Exceedance Probabilities (AEP).
[FAQ for New ARR probability terminology](#)

Duration	Annual Exceedance Probability (AEP)						
	63.2%	50%#	20%*	10%	5%	2%	1%
1 min	1.47	1.66	2.28	2.74	3.22	3.92	4.49
2 min	2.54	2.84	3.83	4.55	5.31	6.41	7.33
3 min	3.43	3.84	5.21	6.21	7.27	8.81	10.1
4 min	4.18	4.68	6.39	7.65	8.98	10.9	12.5
5 min	4.82	5.41	7.41	8.90	10.5	12.7	14.6
10 min	7.09	8.00	11.0	13.3	15.7	19.1	21.8
15 min	8.60	9.69	13.4	16.1	19.0	23.0	26.4
20 min	9.74	11.0	15.1	18.2	21.4	26.0	29.7
25 min	10.7	12.0	16.5	19.9	23.4	28.3	32.4
30 min	11.5	12.9	17.7	21.3	25.0	30.3	34.7
45 min	13.4	15.0	20.6	24.7	29.0	35.2	40.4
1 hour	14.9	16.7	22.8	27.4	32.2	39.2	45.1
1.5 hour	17.4	19.4	26.4	31.7	37.4	45.9	53.1
2 hour	19.3	21.6	29.4	35.4	41.9	51.6	60.0
3 hour	22.5	25.1	34.2	41.4	49.3	61.3	71.9
4.5 hour	26.3	29.2	40.0	48.7	58.4	73.3	86.5
6 hour	29.3	32.6	44.7	54.6	65.7	83.0	98.4
9 hour	34.0	37.8	52.0	63.8	77.2	98.0	117
12 hour	37.6	41.8	57.6	70.7	85.8	109	130
18 hour	43.0	47.8	65.8	80.7	97.7	124	147
24 hour	47.0	52.3	71.6	87.4	105	133	157
30 hour	50.2	55.7	76.0	92.3	111	138	162
36 hour	52.8	58.6	79.4	96.1	115	142	166
48 hour	57.1	63.2	84.8	102	120	146	169
72 hour	63.7	70.3	92.5	109	126	151	171
96 hour	69.3	76.2	99.0	115	132	155	174
120 hour	74.6	81.9	105	122	138	161	179
144 hour	80.0	87.7	112	129	146	169	188
168 hour	85.6	93.7	120	137	155	180	199

Note:

The 50% AEP IFD **does not** correspond to the 2 year Average Recurrence Interval (ARI) IFD. Rather it corresponds to the 1.44 ARI.

* The 20% AEP IFD **does not** correspond to the 5 year Average Recurrence Interval (ARI) IFD. Rather it corresponds to the 4.48 ARI.

Table 2.1 Rainfall Intensity for Gingin

2.2 Physiography

2.2.1 Topography

The site lies on the gently undulating Gingin Scarp, on the north-facing slope of a low hill. The elevation ranges from 109.5m AHD at the north-east corner to 155m AHD at the south-west corner. Figure 2 shows an aerial view of the site. Figure 4 shows topographic contours over the site.

The slope ranges from less than 4% in the central west to 16% in the south-west corner. The average slope over the site is about 8%.

2.2.2 Geology, Landforms and Soils

The Geological Survey of Western Australia (Hockey *et al.*, 1975) mapped most of the site as Colluvium, soil and undifferentiated sand (Qpo): Varicoloured (white-cream-brown), poorly sorted, partly rounded sand.

The far south-west was mapped as - Gingin Chalk (Kug): White, friable, richly fossiliferous and slightly glauconitic chalk in a layer 12-28m thick. The far south-east was mapped as Leederville Formation (Kll): Continental to shallow marine sequence of sandstone with minor shale, micaceous siltstone and claystone. Figure 4 shows the GSWA mapping.

Test pits to depths of up to 3.9m at twelve locations (Figure 4) mostly found a dark red loam over orange-red mottled clay-loam or lateritic clay. In the south-west the test pits found very dark loam over a white chalk layer about 1.5m thick over clay. Two test pits (GT4 and GT9) encountered granite at 2.9m and 1.9m respectively. Appendix A shows soil logs from the test pits.

Chalk outcrops and loose rocks were visible on the surface in the south-west. Figure 4 shows the area interpreted to contain the chalk layer.

2.2.3 Land Units

DPIRD (www.dpiird.wa.gov.au) maps the site as part of the Dandaragan System (222Da): "Subdued dissected lateritic plateau, undulating low hills and rises with narrow alluvial plains, variable deep sands and sandy gravels plus minor earths, duplexes and clays; *Melaleuca* woodlands and shrublands."

2.2.4 Soil Permeability

Constant-head permeability tests in accordance with AS1547:2012 at 0.5m depth at eight locations (Figure 4) found saturated hydraulic conductivities (Ks) ranging from 0.5m/day to 9.2m/day, with an average Ks of 3.5m/day and a median of 2.4m/day. Appendix B shows the permeability test results.

2.2.5 Phosphorus Retention Index

No soil PRI analyses have been carried out at the site. The dark red-brown loamy and clayey soils are expected to have a high to very high PRI (probably over 100).

2.2.6 Acid Sulphate Soils

The Department of Water & Environmental Regulation (DWER) maps the site as having Low to Nil risk of actual or potential ASS. The site is elevated with soils of terrestrial origin. No further consideration of ASS is proposed.

2.3 Hydrology

2.3.1 Groundwater

A shallow groundwater table probably develops in the valley north of the site in winter. Given the slopes and observed depth to granite in the area, the water table is expected to extend no further than the edges of the lots.

Seepage may occur above the granite or heavier clay layers in other parts of the site during winter. Groundwater ingress was observed at 1.8m to 2m depth in test pit GT12. Shallow groundwater (0.4m bgl) was also observed in a small area in the central south, where converging contours concentrate drainage from upslope.

2.3.2 Surface Drainage

There is no defined natural surface drainage on the site. Sheet runoff may occur under very intense rainfall.

A shallow seasonal creek flows northwest-southeast about 35-200m north of the site. The creek is dammed in several places and flows east about 750m to join Gingin Brook, then generally west to the Moore River. The creek rises about 300m north-west of the site and has a catchment of 95ha including parts of the site. Towards the north-eastern end of the site, the creek is joined by another creekline flowing from the north, which has an additional catchment of about 65ha.

Several shallow contour drains have been cut within the site and adjacent lots. Their purpose is unclear but is possibly erosion control. The drains do not discharge to the creek, but end in small ponds.

A dam is located in the north-east corner of the site. When inspected in August 2021 (following an exceptionally wet July) it was dry.

Figure 5 shows the hydrology of the site and surroundings.

2.3.3 Water Resources

The site is within the Gingin Groundwater Area, in the Cowalla Confined (Leederville) and Gingin Townsite (surficial) subareas. Water allocations in the Gingin Groundwater Area are governed by the DWER under the Gingin Groundwater Area Water Allocation Plan (DoW, 2015).

Under the Plan, the surficial aquifer in the Gingin Townsite subarea has a total of 5,000 ML/yr available for abstraction, of which ____ ML/yr is currently unallocated (____, DWER, 2022 pers. comm.). The Leederville aquifer has a total of 19,000 ML/year, which is currently over-allocated.

The availability of groundwater on the site is expected to be generally low and will vary from place to place depending on the proximity to the northern creekline, the depth to granite and the occurrence of sandy soil horizons. Test drilling will be required to determine groundwater availability on any particular lot.

2.3.4 Wetlands

There are no wetlands mapped or existing on the site. The nearest mapped wetland is a Multiple Use Category palusplain in cleared paddocks 95m east of the site. Gingin Brook, 440m south-east of the site, is mapped as a Conservation Category palusplain.

2.4 **Water Quality**

No water quality information for the site or surroundings is available.

2.5 **Vegetation**

The site is cleared of native vegetation except for scattered mature trees, mostly Marri and Flooded Gum. Figure 4 shows the trees on the site.

2.6 **Fauna and Habitats**

2.6.1 Overview

The cleared site and surrounds offer little habitat for native fauna except for disturbance-tolerant birds. Birds observed on the site during the site inspections included magpies, crows, twenty-eight parrots and galahs.

2.6.2 Cockatoo Habitat

Bayley Environmental Services surveyed all of the trees on the site in September 2021 and found 35 trees larger than 0.5m dbh. All trees were photographed, located using a handheld GPS and inspected for health and the presence of hollows and evidence of black cockatoo feeding. Appendix C shows the tree survey results.

Several trees contained small hollows, including one in use by galahs. No hollows or potential hollows of suitable size or configuration for black cockatoo nesting were observed.

Marris were the only trees on the site which offered a potential food source for black cockatoos. No evidence of black cockatoo feeding (e.g. chewed nuts) was observed, although the search was hampered by the presence of long grass beneath most trees.

It is concluded that the Marri trees on site offer a potential food source for black cockatoos, but there are no actual or potential nesting hollows on the site.

No trees will require removal as part of the subdivision or development of the site with the possible exception of three Marri trees in the road reserve. Efforts will be made to retain these trees in consultation with the Shire of Gingin. Any other removal of trees on individual lots will be subject to development approval from the Shire of Gingin.

2.7 Land Uses and Potential Contamination

The site has been cleared and used for cropping and/or broadacre grazing since at least 1981 (the date of the earliest Landgate aerial photography). There is no evidence on aerial photographs or on the ground of any intensive agriculture, structures or other potentially contaminating land uses. No further investigation of contamination is proposed.

3.0 WATER USE SUSTAINABILITY

3.1 Water Supply

The development will be supplied with potable water provided by the Water Corporation.

Groundwater may be available from the surficial aquifer, although its quality and availability will need to be established by testing on individual lots. Dams may be feasible in some areas for non-potable supply. Rainwater tanks may be used as a supplementary supply.

3.2 Water Efficiency Measures

In accordance with the amended *Building Regulations 1989*, all new homes within the development will incorporate the following features:

- Minimum 4 stars WELS rated tap fittings, except bath outlets and garden taps.
- Minimum 3 stars WELS rated shower heads.
- Minimum 4 stars WELS rated dual flush toilets.
- Covers on all private swimming pools.
- All internal hot water pipes installed in accordance with AS/NZS 3500:2003.
- Maximum run of pipe from hot water system to outlet not exceeding 20 metres length or 2 litres of internal volume.

The design and installation of water wise initiatives such as rainwater tanks, grey water reuse systems and water efficient fixtures and fittings will be promoted as part of the marketing of the estate to ensure such initiatives can be implemented by homeowners.

4.0 LAND CAPABILITY FOR ON-SITE EFFLUENT DISPOSAL

4.1 Lot Size

The proposed lots on the site have a minimum size of 2.1 hectares. Under the Government Sewerage Policy (GSP), new unsewered subdivisions on clay-loam soils in towns without an established sewerage scheme have a minimum permissible size of 1,000m² for secondary effluent systems and 2,000m² for primary treatment systems (e.g. septic). In sewage sensitive areas (SSAs) the minimum lot size is 1ha.

The minimum lot size proposed for the site meets the minimum lot size requirement of the GSP.

4.2 Slope

The GSP prohibits on-site effluent disposal on land with a slope of more than 20% (1 in 5), although terracing or contouring may be used to reduce the slope if necessary.

The steepest slope on the site is 16% in the south-west corner (proposed Lot 13). All lots therefore meet the slope limitations of the GSP. However, it is recommended that the area of steepest slope in the south-east of Lot 13 be avoided for effluent disposal.

4.3 Soil Permeability

Constant-head permeability tests at eight locations on the site found saturated hydraulic conductivity (Ks) of 0.5m/day to 9.2m/day, with an average of 3.5m/day and a median of 2.4m/day.

Australian Standard AS1547:2012 permits effluent disposal by leach drains or irrigation on land with Ks of 0.06m/day or greater. The site soils easily meet the AS1547 standard.

4.4 Phosphorus Retention Index

The Health Department's draft *Code of Practice for Onsite Sewage Management* (2012) recommends a PRI of at least 20 for soils beneath effluent irrigation areas.

No PRI testing has been carried out at the site, but the soil colour and clay-loam texture suggest a high to very high PRI (probably >100). The site is expected to easily meet the Health Department's recommended PRI standard.

4.5 Groundwater Separation

The GSP requires a minimum 0.6m clearance from the discharge point of effluent disposal systems to the highest groundwater table in loams and heavy soils outside of Sewage Sensitive Areas (SSAs) and Public Drinking Water Source Areas (PDWSAs). In SSAs the minimum permitted clearance to groundwater is 1.5m.

Groundwater was encountered at 1.8m depth at test pit GT10 in the north of the site. Shallow groundwater at 0.4m depth was encountered in a small area of converging slope in parts of proposed Lots 7 and 8 (Figure 6). On Lot 8, this area may be used for effluent disposal by adding fill to a height of 0.2m plus the height of the effluent system (0m for surface irrigation, up to 0.9m for conventional leach drains). Lot 7 is within the SSA and so this area would require filling by between 1.1m and 2m.

Lots 1 to 7 are all within the SSA. Conventional leach drains in SSAs require at least 2.4m clearance from the ground surface to the water table (allowing for 0.6m system height plus 0.3m of soil cover). The minimum clearance can be reduced to 1.8m by the use of flatbed leach drains or subsoil drip irrigation, and to 1.5m by using surface spray irrigation. By these means, all of Lots 1 to 7 except for the portion identified at the south of Lot 7 are expected to have sufficient groundwater clearance for effluent disposal.

All other parts of the site have sufficient groundwater clearance for effluent disposal without modification.

4.6 Surface Water Separation

The GSP requires effluent disposal areas to be set back at least 100m from surface watercourses and drains that flow into surface watercourses without treatment.

The creekline to the north approaches to within 57m from the nearest lot. A 100m buffer from the creek affects the lower (northern) parts of Lots 1 and 4-8 (Figure 6). All of these lots have ample room for effluent disposal outside of the 100m setback.

There is therefore no significant constraint to effluent disposal due to surface water setbacks.

4.7 Inundation

Calculations using the Rational Method (Engineers Australia, 1987) suggest that the combined catchments of the creek north of the site would produce a flow of around 6.9m³/sec in a critical 100-year ARI storm at the closest point to the site. Appendix D shows the flow calculations.

Calculations using Manning's Open Channel Flow Formula (Fang, 2000) suggest that this flow produce a flow 28m wide and 0.36m deep in the creek. It is concluded that there is no risk of inundation of the site from the creek.

4.8 System Selection, Sizing and Location

The soils and hydrology of the site are suitable for effluent disposal by conventional septic tank/leach drain systems or by ATU using leach drains or irrigation. Septic systems are the simplest and cheapest option.

Schedule 2 of the GSP indicates that a 5 bedroom, 6 person home with a conventional septic system would require a minimum 620m² land application area (LAA) including necessary setbacks from boundaries and buildings. A secondary treatment system (ATU with leach drain or irrigation) would require an LAA of at least 257m².

All proposed lots have ample room for either primary or secondary effluent disposal. All could employ effluent disposal in any part of the lot except:

- Lots 1 and 4-8: Avoid areas within 100m of the creekline.
- Lots 7 and 8: Avoid or fill area with shallow groundwater.
- Lot 13: Recommend avoid area of steepest slope in south-east corner.

Under the GSP, Lots 1 – 7 are within a sewage sensitive area and must use nutrient-retentive secondary treatment systems (e.g. ATU with high-PRI irrigation area, ATU or septic with modified soil leach drain).

Figure 6 shows the constrained areas.

5.0 STORMWATER MANAGEMENT

5.1 Principles and Objectives

The stormwater management strategy aims to comply with the principles and objectives for stormwater management identified in the *Stormwater Management Manual for WA* (DoW, 2004) and *Better Urban Water Management* (WAPC, 2008).

Nutrient concentrations and loads in water leaving the site will be managed to comply with the long-term targets of the *Swan Canning Water Quality Improvement Plan* (SRT, 2009), as follows:

- Winter median TP concentration: 0.1 mg/L
- Winter median TN concentration: 1.0 mg/L
- Annual TP yield: 0.013 kg/ha
- Annual TN yield: 0.2 kg/ha.

The drainage system will be designed to maintain surface flow rates and volumes within and from the developed site at their pre-development levels. The drainage design presented here is conceptual and will be refined in the detailed subdivision designs.

The priorities for managing the various sizes of storm event will be:

- 1 year ARI Infiltrate all flows as close to the source as possible. Where infiltration is not feasible, detain runoff to maintain pre-development flow rates and volumes. Minimise export of nutrients and sediments.
- 5 year ARI Detain water prior to discharge. Maintain pre-development flow rates and volumes. Maintain amenity and serviceability. Prevent scouring and damage.
- 100 year ARI Maintain pre-development flow rates and volumes. Prevent flooding and damage.

5.2 Drainage Management System

5.2.1 Road Drainage

The single access road will be contained within one drainage catchment. Runoff from storms up to 1 year ARI, 1 hour duration (about 15mm) will be captured and infiltrated in a vegetated roadside bioretention swale. The swale will be nominally 0.65m deep and will be equipped with low (nominally 0.3m) weirs spaced and sized to retain and infiltrate the 1-year 1-hour storm. Figure 7 shows the conceptual alignment of the roadside

swale. The swale may be on either side of the road, depending on detailed design. Figure 8 shows conceptual cross-sections of the swale.

Calculations based on the Rational Method (Engineers Australia, 1987) suggest that 0.65m high swales spaced 13m apart will be more than sufficient to capture and infiltrate the 1-year 1-hour road runoff. Table 5.1 summarises the 1-year 1-hour flows and swale sizing. Appendix D shows the runoff calculations.

5.2.2 Lot Drainage

The proposed lots fall into three catchments: the largest, measuring 25.4ha, drains to the northern creek via the road reserve. Two others measuring 3.9ha and 3.6ha drain to rural land to the west and the roadside drain along Cheriton Road respectively.

The size of the lots and the existing state of the site mean that development will cause minimal change to the runoff characteristics of the site. Small storms (1-yr ARI or less) will generally produce no runoff from the lots. Roof runoff from storms up to 20-year ARI, 5-minute duration will be captured by soakwells and gardens in accordance with the Building Code of Australia.

Runoff from larger storms (10-yr ARI or greater) will contribute to flows in the roadside swale.

5.2.3 External Catchments

An external catchment of 9.4ha south of the site drains via the site to the roadside swale. This catchment consists of cleared paddocks and houses on large lots. Another 3.6ha catchment drains across the south-east corner of the site to Cheriton Road, while another of 0.4ha drains across the south-west corner to the neighbouring rural land. Catchments further upslope (south) are severed by existing roads.

5.2.4 Major Storm Drainage

Runoff from major storms up to the critical 100-year ARI storm, including road runoff and overflows from the lots, will overtop the weirs and flow along the roadside swale to the roadside drain on Cheriton Road, then into the northern creek and Gingin Brook.

The roadside swale will be sized to carry the critical 100-year ARI flow from all parts of the site and external catchments. The weirs will be sized to detain and compensate the offsite flows to no more than pre-development levels.

Table 5.1 summarises the pre-development and post-development flows from a critical 100-year ARI storm. Appendix D shows the runoff and swale sizing calculations.

All calculations are preliminary and will be subject to detailed design prior to construction.

Table 5.1 Flow Calculations and Swale Sizing

<i>Storm</i>	<i>Catchment</i>	<i>Pre-Dev Flow (L/s)</i>	<i>Post-Dev Flow (L/s)</i>	<i>Total Flow (m³)</i>	<i>Storage Required (m³)</i>	<i>Effective Storage Available (m³)</i>	<i>Flow Depth Over Weir (m)</i>	<i>Top Water Width (m)</i>
1 yr 1 hr	Road	0	63	218	218	419	0	1.4
100 yr 54 min	Road	91	240	774	403	405	0.1	3.4
100 yr 51 min	Combined (Road + Lots + External)	1647	1822	4488	0	376	0.31	4.65

5.3 Surface Water Quality Management

The drainage system will be designed to maximise on-site retention of nitrogen and phosphorus. This will be achieved by:

- Infiltrating or detaining all road runoff from the first 15mm of rainfall in any storm in a densely vegetated roadside bioretention swale.
- Conveying all road runoff from storms between 1-year and 100-year ARI in a densely vegetated bioretention swale to allow suspended particles to be filtered out.

5.4 Maintenance

The drainage system has been designed to require minimal maintenance. The following will be required to ensure that the system continues to function as designed:

- Tending and maintenance of swales and other vegetated drainage features to remove litter, control weeds and encourage the growth of native species.
- Pruning, mulching or removal of vegetation in the swale as necessary to maintain ground fuel loads below 8 tonnes/ha.

6.0 GROUNDWATER MANAGEMENT

6.1 Groundwater Levels

Measurements during the site investigations in August 2021 suggest that the groundwater table is at least 1.8m below ground level except for a small area in the south of the site, where converging slopes result in groundwater within 0.4m of the surface.

Overall, development on the site is not expected to have any effect on groundwater levels.

6.2 Groundwater Quality

No groundwater quality information currently exists for the site.

The relationship between nutrient inputs and groundwater quality is complex, especially in the case of phosphorus, which travels through the soil profile as a “front” in a complex series of adsorption and desorption reactions. Nitrogen is subject to denitrification and mineralisation in the soil and groundwater. As a result, groundwater quality at the site at present will be a reflection of nutrient inputs over the last several decades, modified by soil hydrology and nutrient retention capacity.

The aim of nutrient management will be to limit nutrient inputs to the site so that nutrient outputs are minimised. Given the high-PRI soils at the site, minimal phosphorus leaching to the groundwater are expected.

7.0 LANDSCAPING STRATEGY

The objectives of the Shire of Gingin Local Planning Scheme No. 9 for Rural Living zones include:

- a) Protect the rural environment and landscape.
- c) Restrict and limit removal of native vegetation and encourage revegetation where appropriate.
- d) Prevent threats to the amenity of the zone and impacts on wildlife and native vegetation caused by the grazing of livestock.

Table 2 of the Scheme notes that landscaping requirements may be imposed in the Rural Living zone “as required by Local Government”. In accordance with the Scheme, the Shire of Gingin may require landscaping in accordance with a Landscape Plan as a condition of subdivision.

8.0 SUBDIVISION AND CONSTRUCTION WORKS

The construction of the subdivision will involve minimal earthworks due to the large size of the lots. Subdivision works will be mainly confined to the construction of the access road and fences and the installation of water, power and telecommunications.

The developer will implement a Construction Management Plan for the development dealing with dust management, erosion and sediment control, containment of environmentally hazardous materials (chiefly fuel and oils) and spill response. The key elements of the Construction Management Plan will include the following:

Dust Minimisation

- No topsoil stripping will occur when the wind speed is greater than 25km/hr and no earthworks will occur in winds of greater than 40km/hr, unless effective dust suppression can be achieved.
- Dust will be suppressed on any disturbed ground and stockpiles during dry soil conditions by watering, hydromulching, wind fencing and/or covering.
- An adequate supply of water for dust suppression will be kept on site at all times.
- Ground to be disturbed will be wetted prior to soil disturbance.
- Any soil stockpiles will be limited to a height of 2m to minimise dust generation and facilitate watering.
- Other dust minimisation measures will include minimising areas of disturbance, limiting volume and speed of construction traffic, and instructing site workers in dust minimisation.

Erosion and Sedimentation

- Drains and bunds will be constructed where necessary to capture and direct all runoff from disturbed areas into settling ponds prior to discharge.
- Drains, bunds and ponds will be appropriately designed and sized.
- Vehicles and machinery will be kept to designated roads, tracks and work areas.

Water Conservation

- Water consumption during construction will be minimised by:
 - limiting dust suppression watering to prevent ponding and runoff
 - use of non-water dust control methods such as wind fencing and hydromulching.

Hazardous Materials

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

Complaints Register

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

9.0 IMPLEMENTATION AND FURTHER MANAGEMENT PLANS

Subdivision and development on the site will be carried out in general accordance with this LWMS.

Prior to subdivision and development, a detailed drainage design (including sizing and configuration of the roadside swale) will be carried out and documented in a detailed Drainage Management Plan to the satisfaction of the Shire of Gingin.

Prior to development on individual lots, detailed design of on-site effluent disposal systems will be carried out by an experienced designer/installer to the satisfaction of the Shire of Gingin.

The Shire of Gingin may require the preparation of a Landscape Plan prior to subdivision.

10.0 REFERENCES

DoW (2015). *Gingin Groundwater Allocation Plan*. Water resource allocation and planning report series no. 53. Department of Water, Perth.

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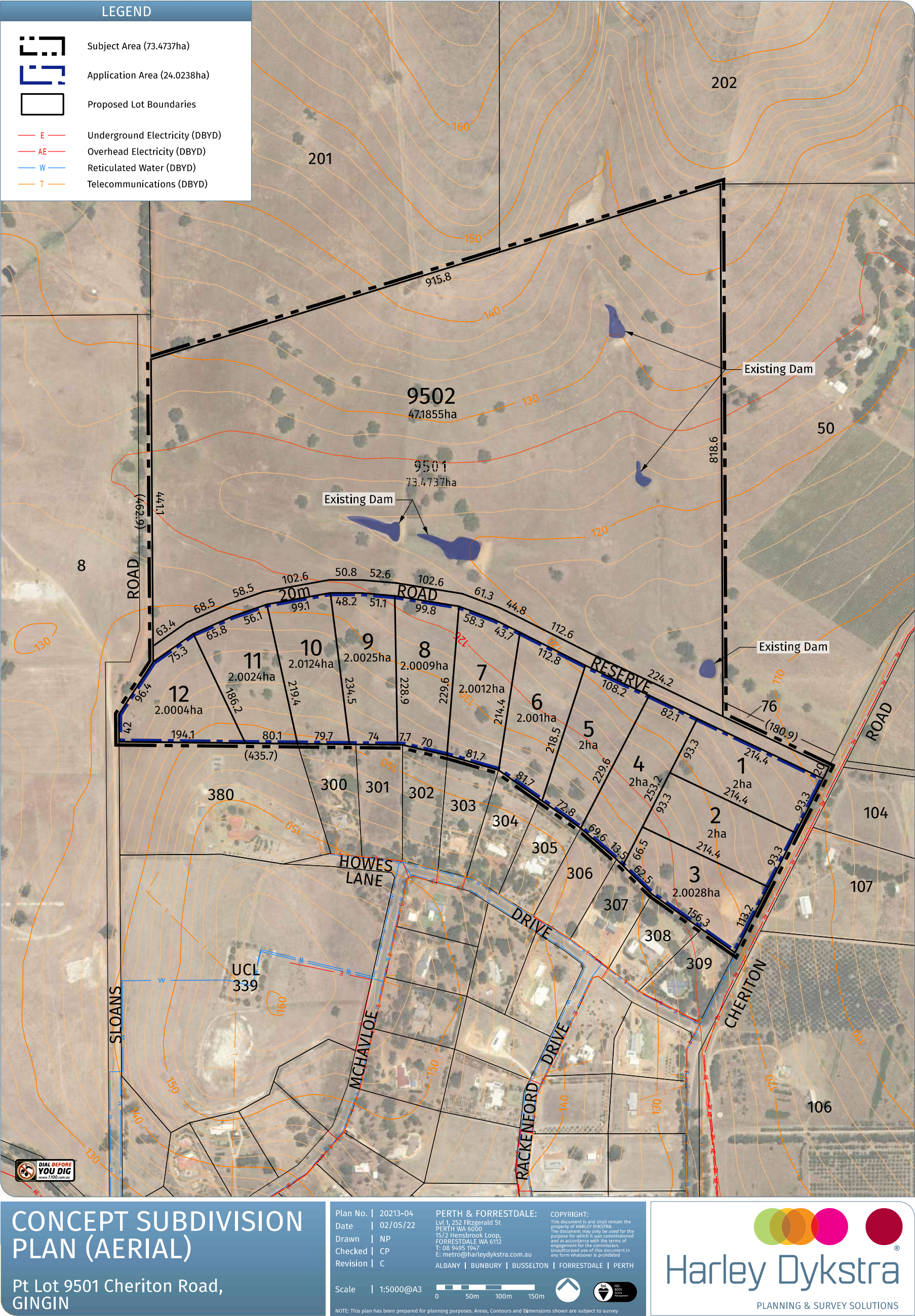
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Institute of Engineers, Australia (1987). *Australian Rainfall and Runoff: A Guide to Flood Estimation*. Institute of Engineers, Australia, Barton, ACT.

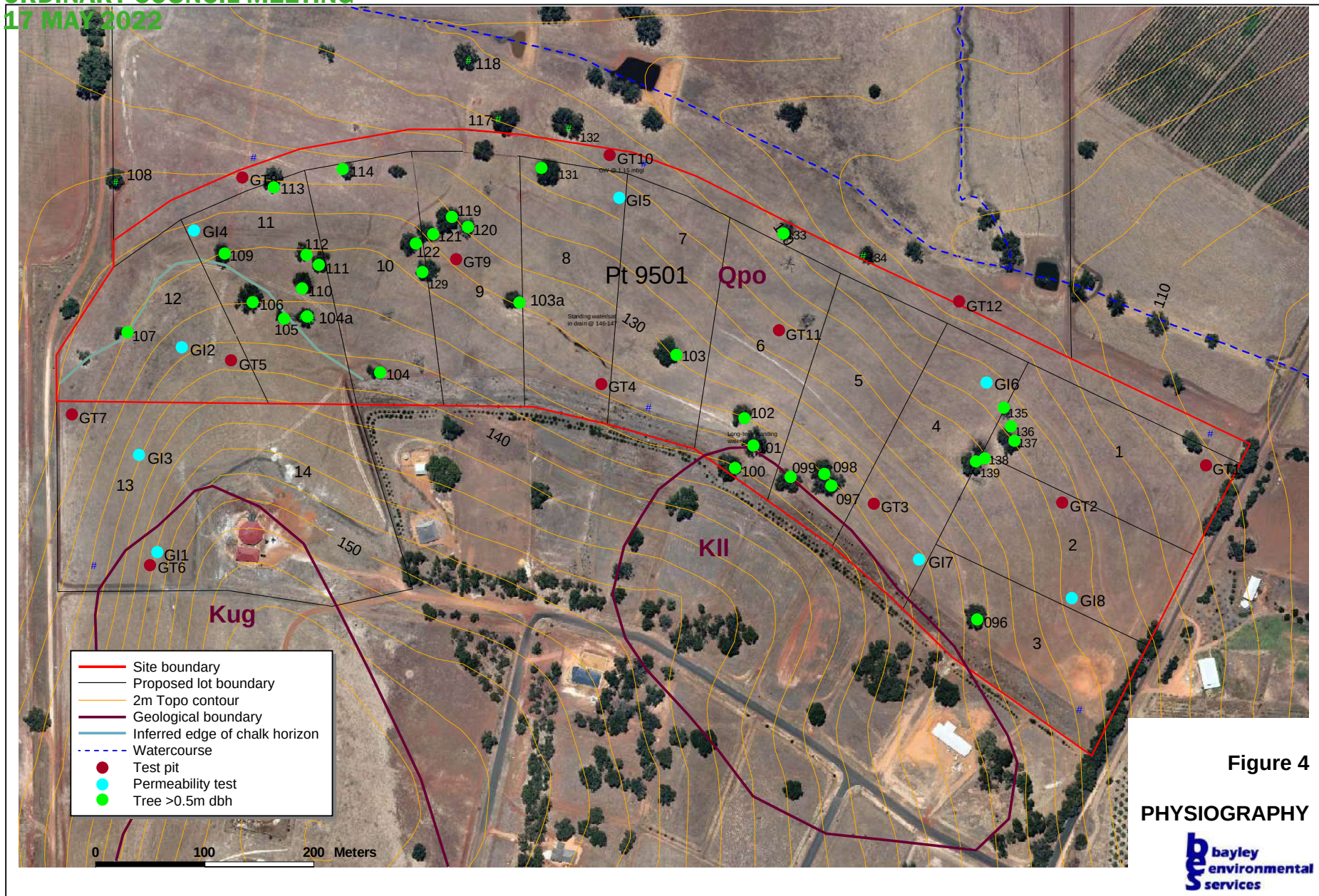
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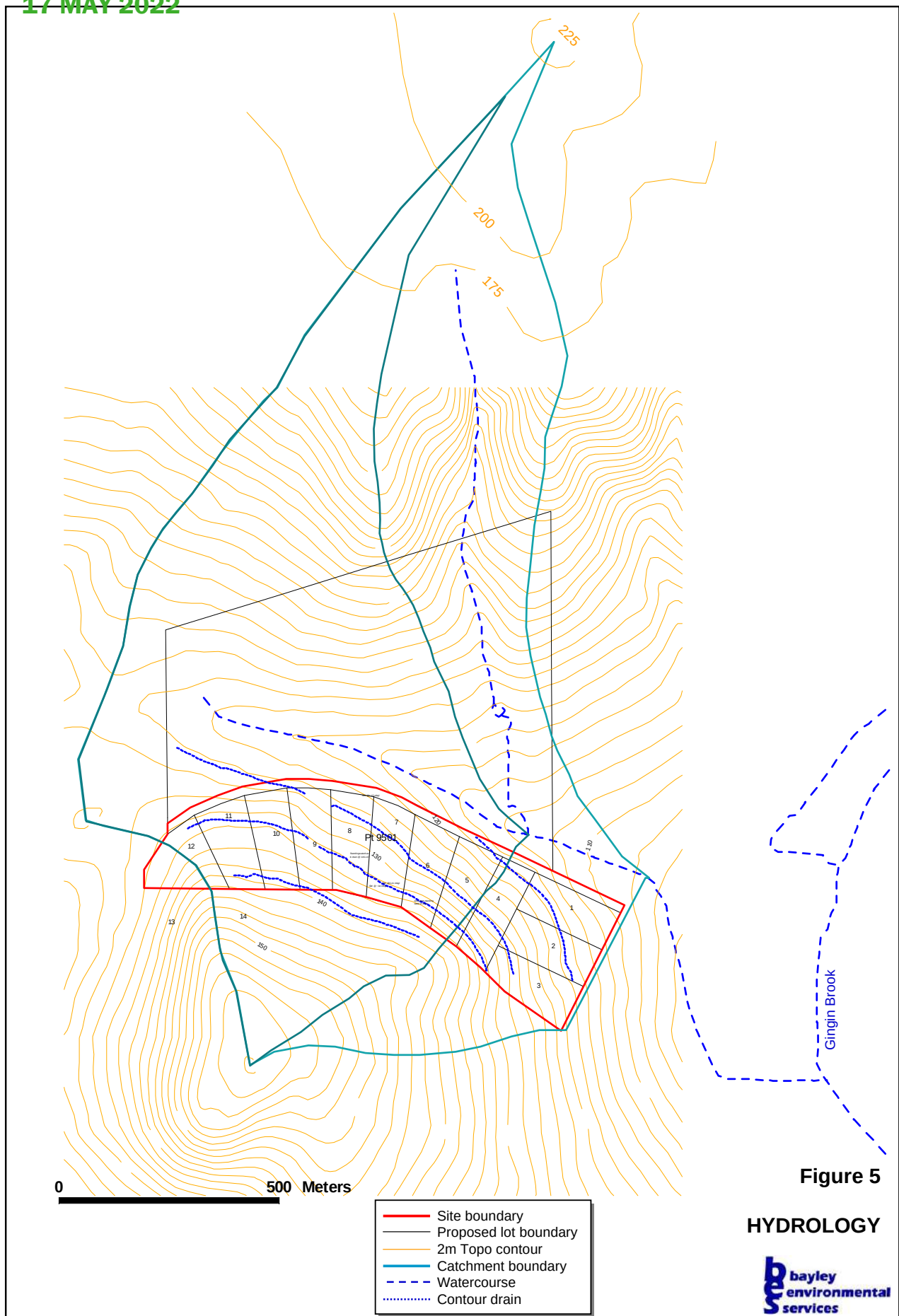
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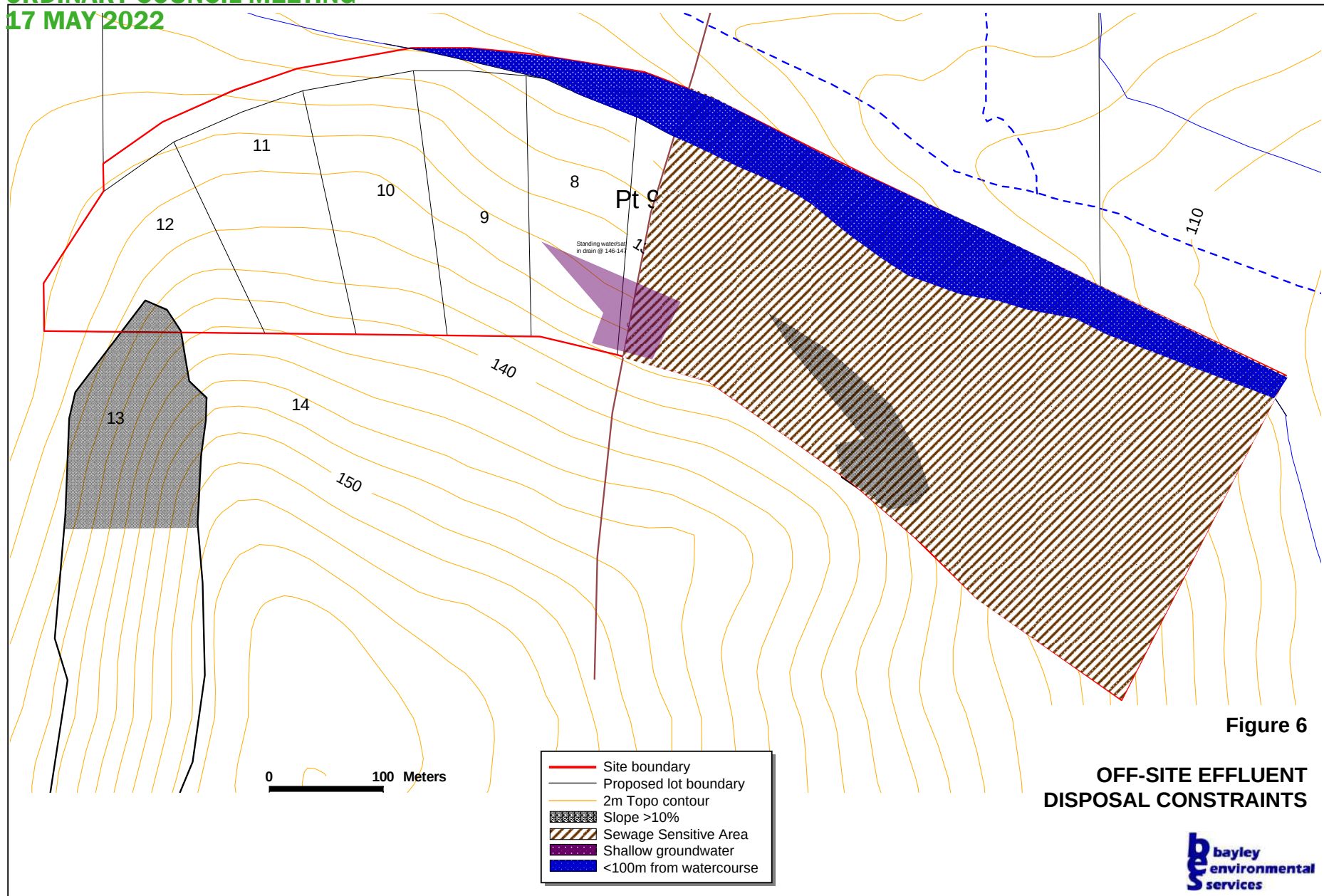
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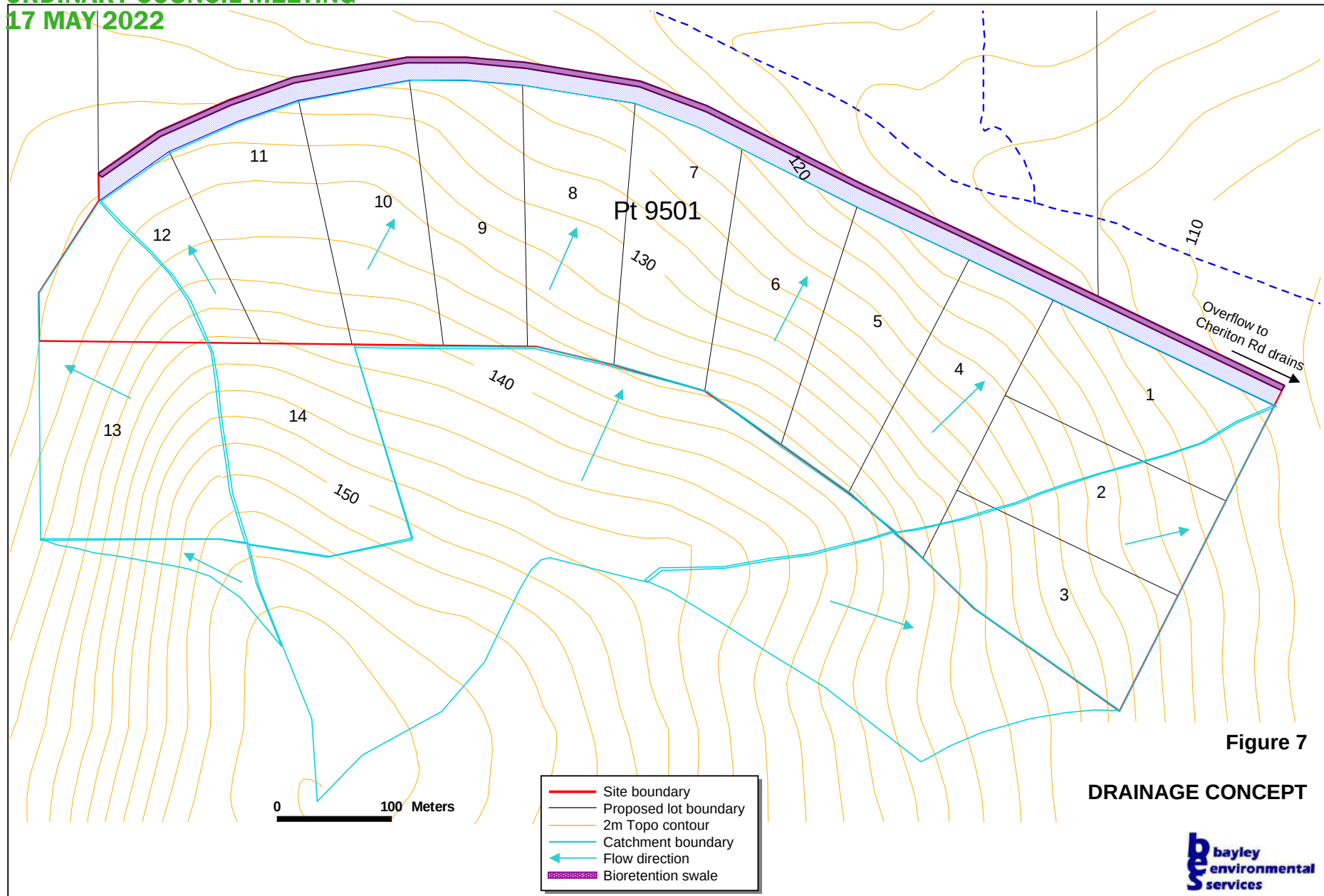












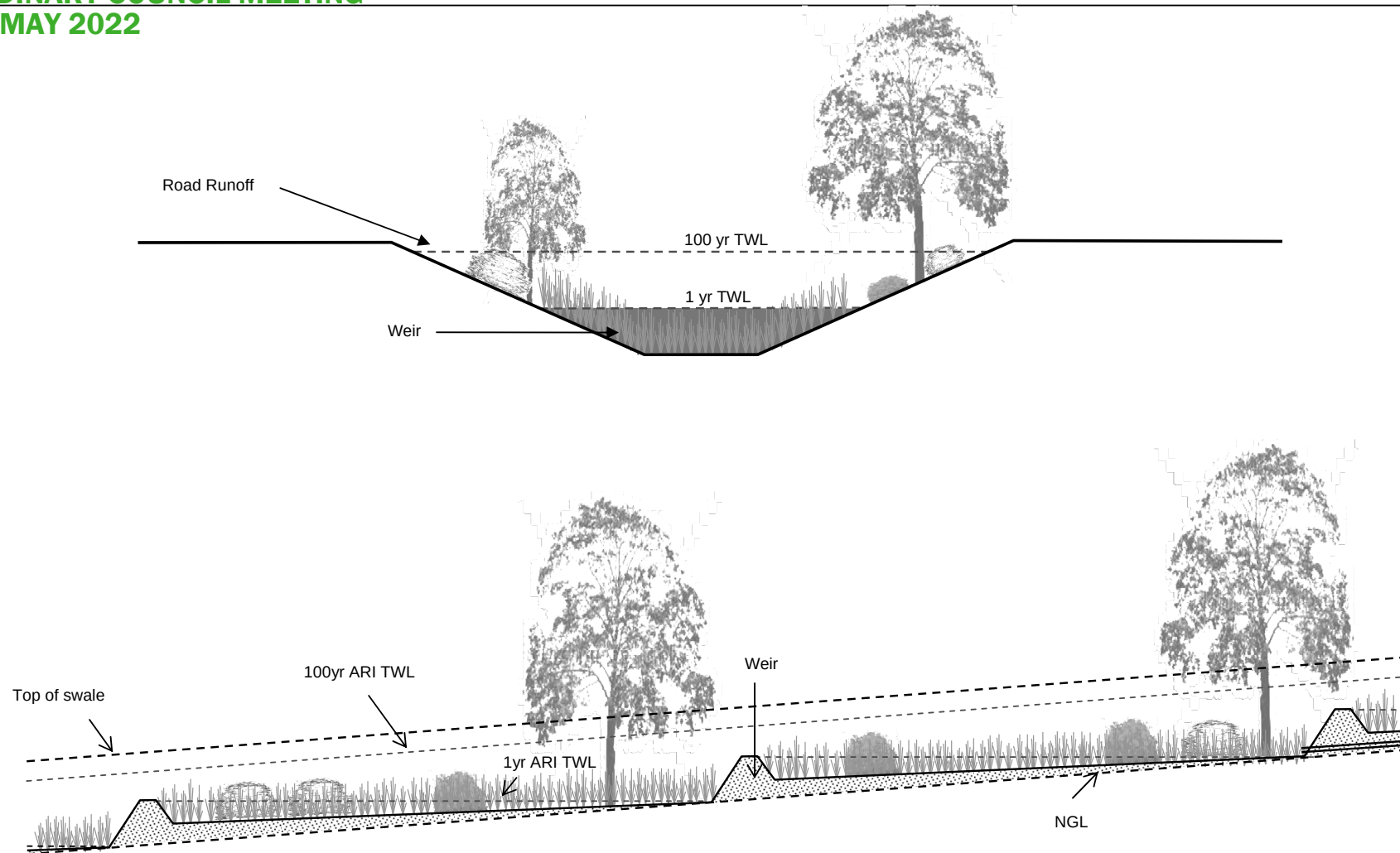


Figure 8

CONCEPTUAL SWALE PROFILES

Appendix A

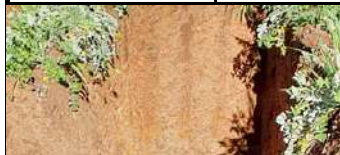
Soil Logs

PROJECT NUMBER:	J20021
SITE ID:	GT1
EASTING:	395979
NORTHING:	6533069
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.9
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-



SOIL PROFILE LOG

PROJECT NUMBER:	J20021
SITE ID:	GT2
EASTING:	395848
NORTHING:	6533036
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.6
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-

SOIL PROFILE		SAMPLE DATA	
DEPTH (m)	SOIL DESCRIPTION	SAMPLE ID	INTERVAL (m)
0 - 0.6	dark red-brown gravelly loam		
0.6 - 1.1	Red- orange well-structured clay-loam		
1.1 - 2.0	Orange-red mottled lateritic clay		
2.0 - 2.6	Orange-red well structured gritty clay		
			



SOIL PROFILE LOG

PROJECT NUMBER:	J20021
SITE ID:	GT3
EASTING:	395675
NORTHING:	6533035
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.6
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-

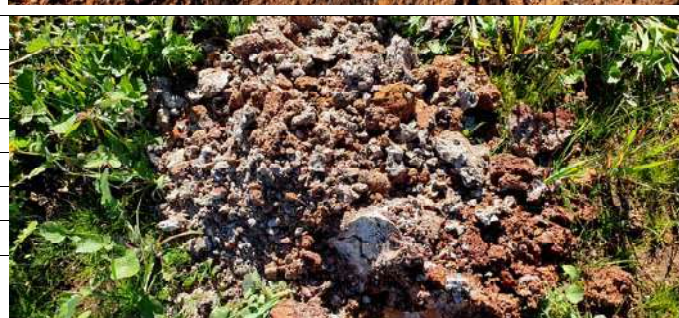
SOIL PROFILE		SAMPLE DATA	
DEPTH (m)	SOIL DESCRIPTION	SAMPLE ID	INTERVAL (m)
0 - 0.6	Dark red-brown gravelly loam		
0.6 - 1.4	Red-orange mottled lateritic clay		
1.4 - 1.9	Red-orange mottled clay		
1.9 - 2.6	Red/white mottled well structured gritty clay		
			



SOIL PROFILE LOG

PROJECT NUMBER:	J20021
SITE ID:	GT4
EASTING:	395427
NORTHING:	6533145
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.9
REFUSAL (Y/N):	Y
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-

SOIL PROFILE		SAMPLE DATA	
DEPTH (m)	SOIL DESCRIPTION	SAMPLE ID	INTERVAL (m)
0 - 0.5	Dark brown silty loam		
0.5 - 2.3	Orange-red mottled loamy clay		
2.3 - 2.9	Grey/red mottled well structured sandy clay		
2.9	Refusal on granite		



PROJECT NUMBER:	J20021
SITE ID:	GT5
EASTING:	395089
NORTHING:	6533165
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	3.0
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-



PROJECT NUMBER:	J20021
SITE ID:	GT6
EASTING:	395015
NORTHING:	6532980
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	3.0
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-



SOIL PROFILE LOG			
PROJECT NUMBER:	J20021		
SITE ID:	GT7		
EASTING:	394943		
NORTHING:	6533116		
METHOD:	8t excavator		
TOTAL DEPTH (mbgl):	2.7		
REFUSAL (Y/N):	N		
DATE:	7/09/2021		
DEPTH TO WATER (mbgl)	-		
SOIL PROFILE		SAMPLE DATA	
DEPTH (m)	SOIL DESCRIPTION	SAMPLE ID	INTERVAL (m)
0 - 0.6	Very dark brown loam		
0.6 - 0.9	Orange clay-loam with dark brown mottles		
0.9 - 1.5	Orange gritty sandy clay with white chalk lumps		
1.5 - 2.7	Orange gritty clay mingled with chalk, increasingly chalky with depth		
			
			

SOIL PROFILE LOG

PROJECT NUMBER:	J20021
SITE ID:	GT8
EASTING:	395098
NORTHING:	6533334
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.9
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-

SOIL PROFILE		SAMPLE DATA	
DEPTH (m)	SOIL DESCRIPTION	SAMPLE ID	INTERVAL (m)
0 - 0.3	Brown loam		
0.3 - 2.1	Dark red-brown clay loam		
2.1 - 2.9	Dark orange-brown well structured clay		



PROJECT NUMBER:	J20021
SITE ID:	GT9
EASTING:	395294
NORTHING:	6533259
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	1.9
REFUSAL (Y/N):	Y
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-



SOIL PROFILE LOG			
PROJECT NUMBER:	J20021		
SITE ID:	GT10		
EASTING:	395434		
NORTHING:	6533354		
METHOD:	8t excavator		
TOTAL DEPTH (mbgl):	2.6		
REFUSAL (Y/N):	N		
DATE:	7/09/2021		
DEPTH TO WATER (mbgl)	1.8		
SOIL PROFILE		SAMPLE DATA	
DEPTH (m)	SOIL DESCRIPTION	SAMPLE ID	INTERVAL (m)
0 - 0.4	Dark brown loam		
0.4 - 2.6	Orange moderately structured loamy clay with red & grey mottles becoming redder, more mottled & harder with depth, making water between 1.8 - 2m		
			
			

PROJECT NUMBER:	J20021
SITE ID:	GT11
EASTING:	395588
NORTHING:	6533193
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.8
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-



PROJECT NUMBER:	J20021
SITE ID:	GT12
EASTING:	395754
NORTHING:	6533219
METHOD:	8t excavator
TOTAL DEPTH (mbgl):	2.7
REFUSAL (Y/N):	N
DATE:	7/09/2021
DEPTH TO WATER (mbgl)	-



Appendix B

Permeability Test Results

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

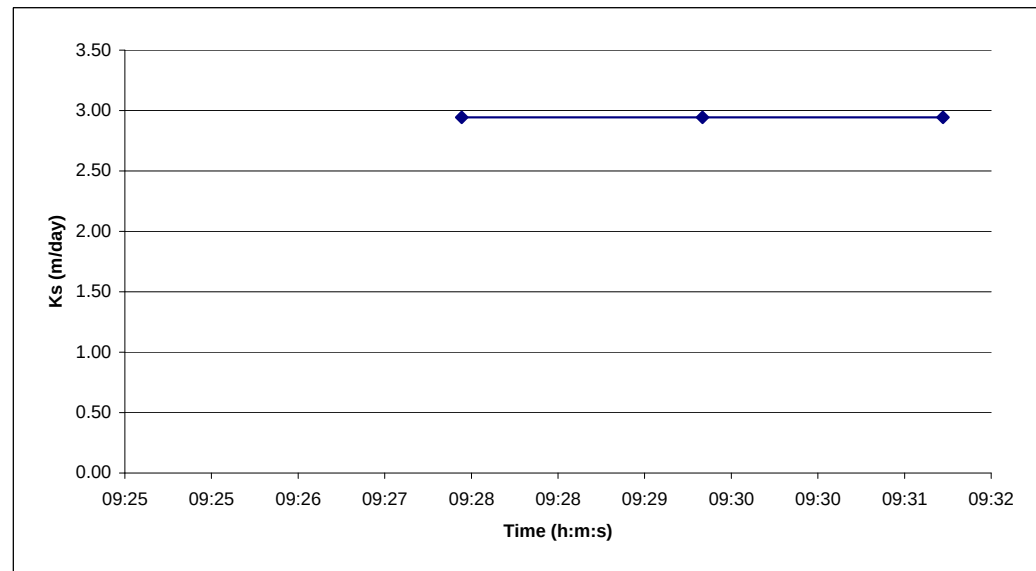
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	G11
Date	20/09/21
Easting	395020
Northing	6532991
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
09:26:00	38.8		
09:28:00	38.1	0.7	2.94
09:30:00	37.4	0.7	2.94
09:32:00	36.7	0.7	2.94
		36.7	

H = 25
r = 4.5



Ks = 2.9 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

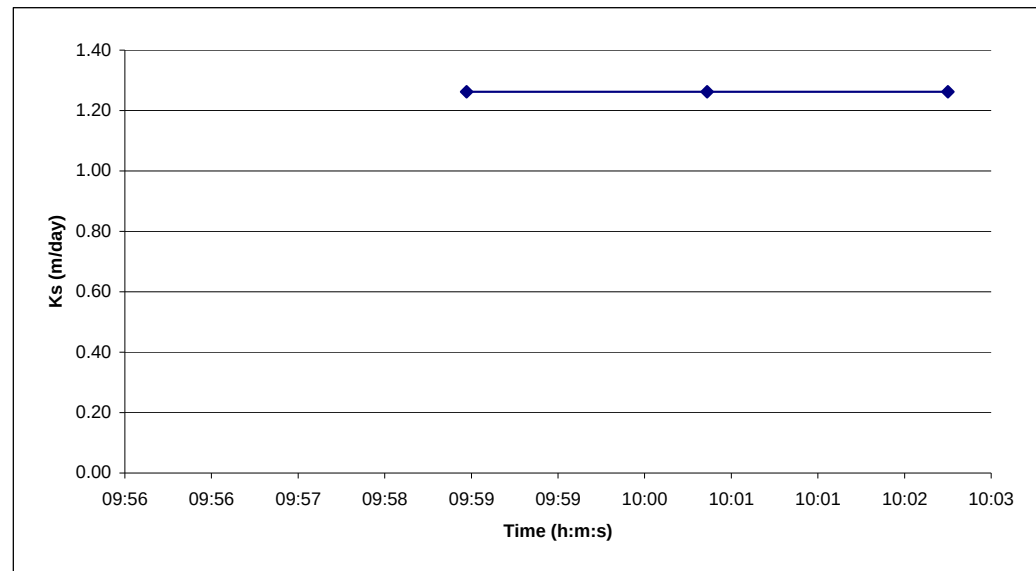
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	G12
Date	20/09/21
Easting	395044
Northing	6533179
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
09:57:00	33.9		
09:59:00	33.6	0.3	1.26
10:01:00	33.3	0.3	1.26
10:03:00	33	0.3	1.26
		33	

H = 25
r = 4.5



Ks = 1.2 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

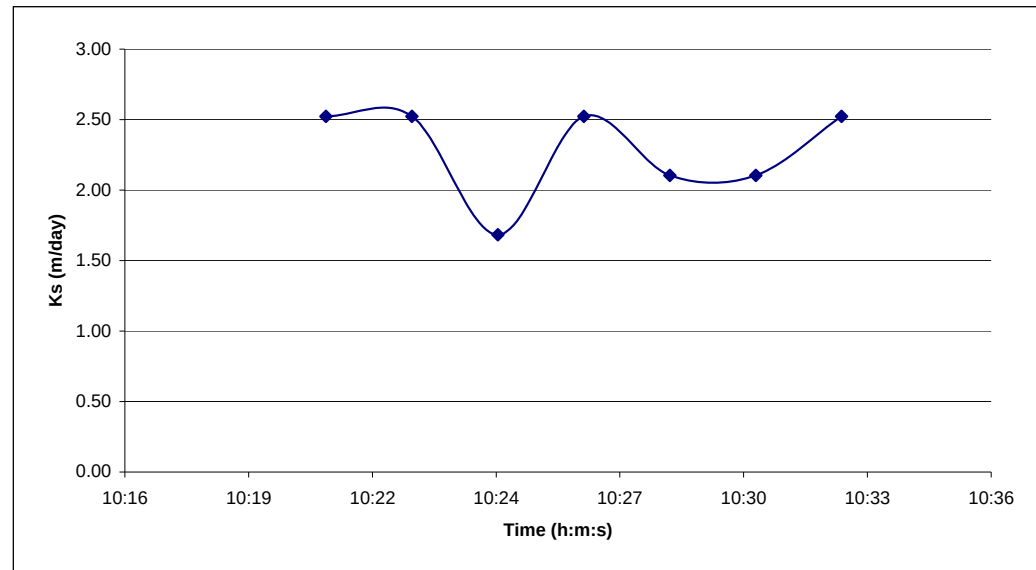
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	G13
Date	20/09/21
Easting	395005
Northing	6533080
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
10:19:00	30.1		
10:21:00	29.5	0.6	2.52
10:23:00	28.9	0.6	2.52
10:25:00	28.5	0.4	1.68
10:27:00	27.9	0.6	2.52
10:29:00	27.4	0.5	2.10
10:31:00	26.9	0.5	2.10
10:33:00	26.3	0.6	2.52
		26.3	

H = 25
r = 4.5



Ks = 2.3 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

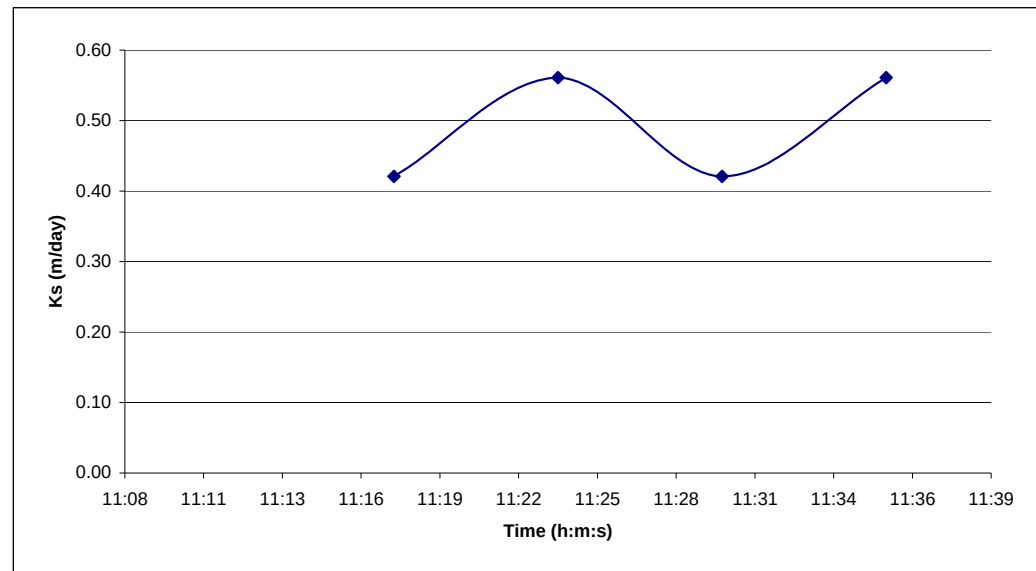
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	GI4
Date	20/09/21
Easting	395055
Northing	6533287
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
11:12:00	22.6		
11:18:00	22.3	0.3	0.42
11:24:00	21.9	0.4	0.56
11:30:00	21.6	0.3	0.42
11:36:00	21.2	0.4	0.56
		21.2	

H = 25
r = 4.5



Ks = 0.5 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

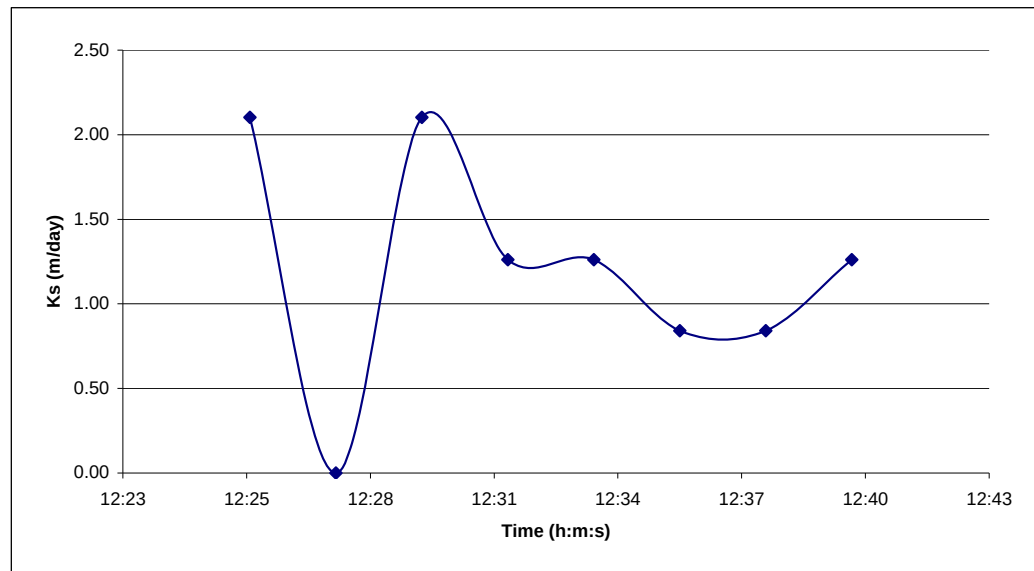
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	G15
Date	20/09/21
Easting	395442
Northing	6533315
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
12:24:00	18.5		
12:26:00	18	0.5	2.10
12:28:00	18		
12:30:00	17.5	0.5	2.10
12:32:00	17.2	0.3	1.26
12:34:00	16.9	0.3	1.26
12:36:00	16.7	0.2	0.84
12:38:00	16.5	0.2	0.84
12:40:00	16.2	0.3	1.26
		16.2	

H = 25
r = 4.5



Ks = 1.2 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

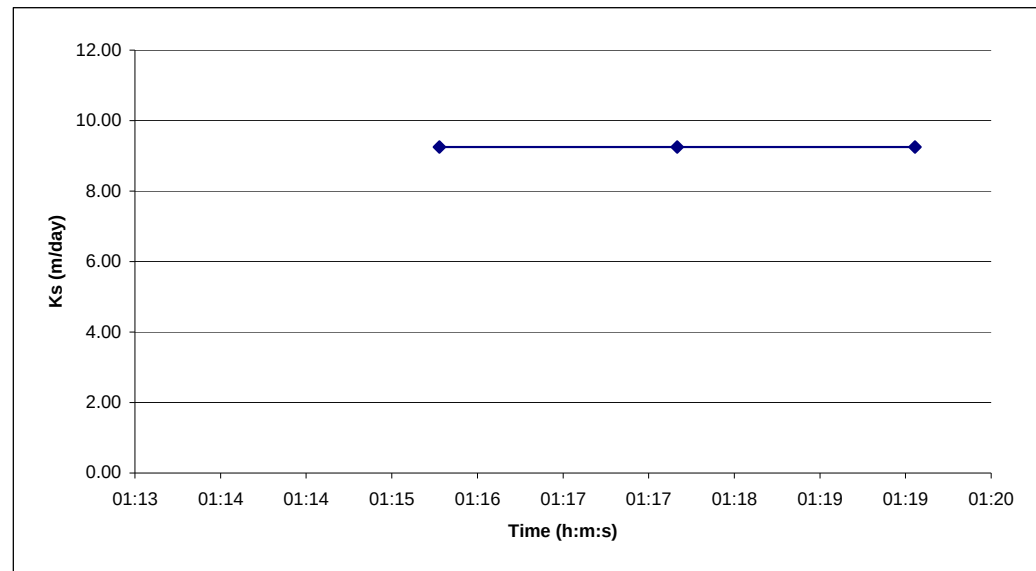
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	GI6
Date	20/09/21
Easting	395779
Northing	6533147
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
01:14:00	39.5		
01:16:00	37.3	2.2	9.25
01:18:00	35.1	2.2	9.25
01:20:00	32.9	2.2	9.25
		32.9	

H = 25
r = 4.5



Ks = 9.2 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

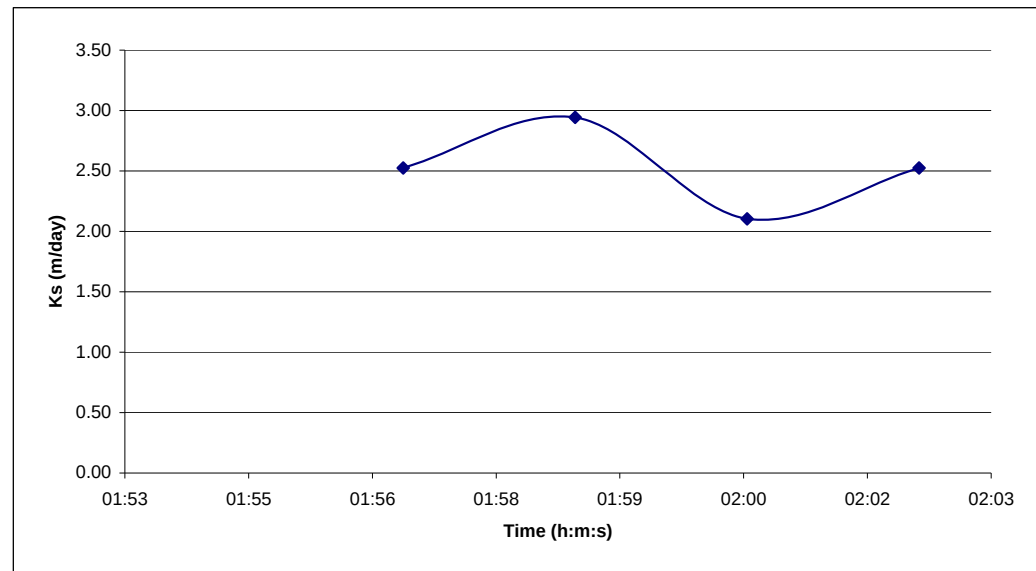
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	GI7
Date	20/09/21
Easting	395719
Northing	6532985
Depth	0.4

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
01:55:00	30.7		
01:57:00	30.1	0.6	2.52
01:59:00	29.4	0.7	2.94
02:01:00	28.9	0.5	2.10
02:03:00	28.3	0.6	2.52
		28.3	

H = 25
r = 4.5



Ks = 2.5 m/day

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

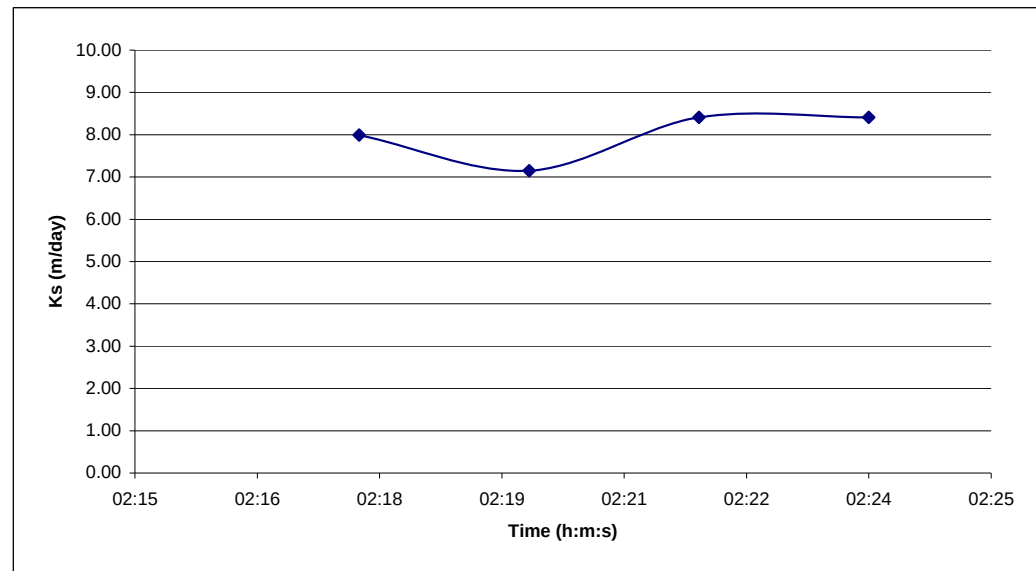
APPENDIX 13.1.1

SOIL PERMEABILITY TEST

Site No.	G18
Date	20/09/21
Easting	395857
Northing	6532950
Depth	0.5

Time (h:m:s)	Weight (kg)	Change in Weight (kg)	Ks (m/d)
02:16:00	25.4		
02:18:00	23.5	1.9	7.99
02:20:00	21.8	1.7	7.15
02:22:00	19.8	2	8.41
02:24:00	17.8	2	8.41
		17.8	

H = 25
r = 4.5



Ks = 8 m/day

Appendix C

Tree Survey

Ginginup Trees

List of Trees over 0.5m dbh

<i>Wpt</i>	<i>Easting</i>	<i>Northing</i>	<i>Species</i>	<i>DBH (m)</i>	<i>Height (m)</i>	<i>Description</i>
96			Marri	1	20	Heavily branched, senescent, no large hollows, beehive
97			Marri	1.1	20	Senescent, spreading, no visible hollows
98			Marri	0.9	18	Senescent, healthy, no visible hollows
99			Marri	1.1	18	Heavily branched, spreading, senescent, no visible hollows
100			Marri	1	20	Heavily branched, senescent spreading, no visible hollows
101			Marri	1	18	Spreading, heavily branched, senescent, no visible hollows
102			Marri	0.9	10	Broken off at 10m, heavily senescent, several small hollows, all <50mm
103			Marri	1	15	Spreading, heavily branched, senescent, no visible hollows
103a			Marri	0.7	12	Multiple stems from 1.5m, no hollows
104			Marri	0.8	6	Heavily senescent, no hollows
104a			Marri	0.9	10	Spreading, senescent, several small hollows all <50mm
105			Marri	0.8	10	Senescent, no hollows
106			Marri	1.1	15	Spreading, heavily branched from 3m, senescent, no hollows
107			Marri	0.7	6	Broken off at 5m, small possible hollow at 5m, decrepit
108			Marri	0.9	15	Spreading, healthy, no visible hollows, out of property
109			Marri	0.9	15	Healthy, spreading, no hollows
110			Marri	0.9	15	Multiple stems from 1m, no hollows, spreading
111			Marri	1.1	8	Quadrifurcated at 1m, no hollows
112			Marri	0.7	8	Heavily senescent, few small hollows all <50mm
113			Marri	1.1	15	Spreading, heavily branched, few possible small hollows all <50mm
114			Marri	0.8	10	Top mostly dead, heavily senescent, no visible hollows
115			Marri	0.2	5	Large tree lying down, no hollows
116			Marri	0.3	10	Large tree lying down, no hollows
117			Marri	1.1	20	Spreading, heavily branched, healthy, no hollows, outside property
118			Marri	1.2	15	Heavily branched from 3m, no hollows, outside property
119			Marri	1	18	Spreading, heavily branched, no hollows
120			Marri	0.8	15	Spreading, senescent, galahs nesting in small hollow, 28 hanging around, possible spout at 6m
121			Marri	1	20	Spreading, no visible hollows
122			Marri	1	18	Heavily branched from 3m, no hollows
128			Marri	1	15	Senescent, healthy, heavily branched at 2.5m, many small dead branches, no visible hollows
129			Marri	0.9	18	Spreading, healthy, senescent, heavily branched from 2m, no visible hollows
130			Marri	0.8	12	Senescent, spreading, heavily branched from 1.5m, numerous small dead branches, no visible hollows
131			Flooded Gum	1.2	15	Bifurcated at 1.5m, many small dead branches, no visible hollows
132a			Marri	0.9	15	Senescent, heavily branched at 3m, no visible hollows, outside property
132b			Marri	0.8	15	Heavily senescent, trifurcated at 1.5m, many small dead branches, no visible hollows, outside property
133			Flooded Gum	0.8	10	Old, sparse, many small dead branches, few small possible hollows, none cocky sized
134			Flooded Gum	1	8	Old, senescent, bushy, many small dead branches, no visible hollows, outside property
135			Flooded Gum	0.7	4	Old, senescent, numerous small dead branches, no hollows
136			Marri			Dead & fallen
137			Flooded Gum	1.1	8	Senescent, numerous dead small branches, no visible hollows
138			Flooded Gum	1.1	15	Senescent, numerous small dead branches, few possible small hollows, nothing cocky sized or potential
139			Marri	1.1	15	Spreading, trifurcated at 3.5m, old, many small dead branches, not visible hollows
140						

Appendix D

Runoff Calculations

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 13.1.1

1 YEAR ARI 1 HOUR FLOWS - ROADS

Rainfall Intensity i (mm/h)	14.9	(1yr, 1hr Storm)
Runoff Coefficient Road Reserves	0.8	
Runoff Coefficient Swale	1	
Runoff Coefficient Lots	0	
Runoff Coefficient OS	0	
Permeability k (m/hr)	0.0729	(50% of mean measured Ks)
Driveway Width (m)	3.0	
Swale Side Slope (1/x)	3.00	

Segment	Road Reserve (m2)	Swale Length (m)	Swale Depth (m)	Weir Height (m)	Swale Base Width (m)	Swale Top Width (m)	Swale Area (m2)	Lots (m2)	POS (m2)	AI	Segment Peak Flow (L/s)	Segment 1 hr Flow (m3)	
A	16925	1117	0.65	0.3	1	4.90	5473	312589	0	14634	61	218.2	
Trapezoidal Swales													
Swale Segment	No. Driveways	No. Weirs	Length	Weir Spacing (m)	Long Slope	Max UIS Reach (m)	Upstream Ht (m)	1 hr Inflow per Weir (m3)	Storage per Weir (m3)	Total Storage (m3)	Effective Storage per Weir (m3)	Effective Total Storage (m3)	Volume Check
A1	10	87	1117	13	0.0206	12.5	0.0	2.51	3.26	283.92	4.81	418.57	ok

MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

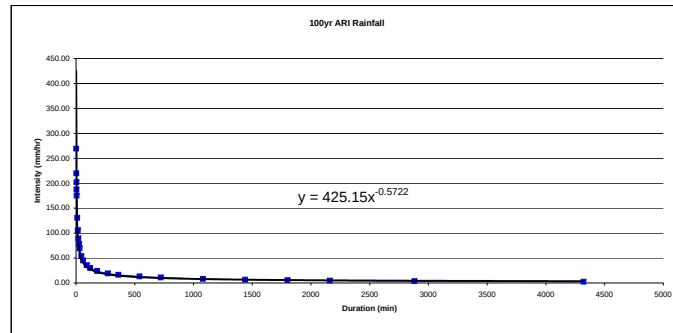
APPENDIX 13.1.1

100 YEAR ARI CRITICAL FLOWS - ROADS

CATCHMENT	AREAS (m2)					EFFECTIVE AREAS (m2)		TIME OF CONCENTRATION PRE DEVELOPMENT					TIME OF CONCENTRATION POST-DEVELOPMENT					CRITICAL STORM INTENSITY (mm/h)		FLOW			STORAGE			FLOW DEPTH	
	Road Reserve (m2)	Swale	Lots (m2)	POS (m2)	Total	Pre	Post	Longest Path (m)	RL Top (mAHD)	RL Bottom (mAHD)	Slope (m/km)	TC (min)	Longest Path (m)	RL Top (mAHD)	RL Bottom (mAHD)	Slope	TC (min)	Pre-Dev	Post-Dev	Pre Dev	Post Dev	Total Flow (m3)	Storage Req (m3)	Effective Storage (m3)	Volume Check	Manning's n	Height Over Weir (m)
A	16925	5473	0	0	22398	7839	15207	1117	132	109	20.59	57.5	1117	132	109	20.59	53.8	41.9	43.5	91.17	239.88	773.89	402.92	404.59	ok	0.035	0.1

Runoff Coefficients	Pre-Dev	Post-Dev
Roads	0.35	0.85
Swales/Basins	0.35	1
Lots	0.35	0.35
OS	0.35	0.35

Rainfall IFD Event	Duration (mins)	Intensity (mm/hr)
1 min	1	269.40
2 min	2	219.90
3 min	3	202.00
4 min	4	187.50
5 min	5	175.20
10 min	10	130.80
15 min	15	105.60
20 min	20	89.10
25 min	25	77.76
30 min	30	69.40
45 min	45	53.87
1 hr	60	45.10
1.5 hr	90	35.40
2 hr	120	30.00
3 hr	180	23.97
4.5 hr	270	19.22
6 hr	360	16.40
9 hr	540	13.00
12 hr	720	10.83
18 hr	1080	8.17
24 hr	1440	6.54
30 hr	1800	5.40
36 hr	2160	4.61
48 hr	2880	3.52
72 hr	4320	2.38



MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 13.1.1

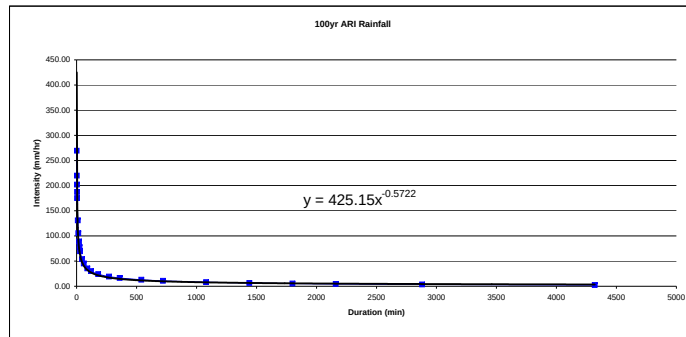
100 YEAR ARI CRITICAL FLOWS - COMBINED

CATCHMENT	AREAS (m2)					EFFECTIVE AREAS (m2)		TIME OF CONCENTRATION PRE DEVELOPMENT					TIME OF CONCENTRATION POST-DEVELOPMENT					CRITICAL STORM INTENSITY (mm/h)		FLOW			STORAGE			FLOW DEPTH	
	Road Reserve (m2)	Swale	Lots (m2)	POS (m2)	Total	Pre	Post	Longest Path (m)	RL Top (mAHD)	RL Bottom (mAHD)	Slope (m/km)	TC (min)	Longest Path (m)	RL Top (mAHD)	RL Bottom (mAHD)	Slope	TC (min)	Pre-Dev	Post-Dev	Pre Dev	Post Dev	Total Flow (m3)	Storage Req (m3)	Effective Storage (m3)	Volume Check	Manning's n	Height Over Weir (m)
A	16925	5473	312589	0	334987	117245	124613	1214	160	109	42.01	41.3	1214	160	109	42.01	41.1	50.6	50.7	1646.73	1821.89	4488.43	0.00	376.07	ok	0.035	0.31

Runoff Coefficients	Pre-Dev	Post-Dev
Roads	0.35	0.85
Swales/Basins	0.35	1
Lots	0.35	0.35
OS	0.35	0.35

Rainfall IFD

Event	Duration (mins)	Intensity (mm/hr)
1 min	1	269.40
2 min	2	219.90
3 min	3	202.00
4 min	4	187.50
5 min	5	175.20
10 min	10	130.80
15 min	15	105.60
20 min	20	89.10
25 min	25	77.76
30 min	30	69.40
45 min	45	53.87
1 hr	60	45.10
1.5 hr	90	35.40
2 hr	120	30.00
3 hr	180	23.97
4.5 hr	270	19.22
6 hr	360	16.40
9 hr	540	13.00
12 hr	720	10.83
18 hr	1080	8.17
24 hr	1440	6.54
30 hr	1800	5.40
36 hr	2160	4.61
48 hr	2880	3.52
72 hr	4320	2.38



**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

APPENDIX 13.1.1

100 YEAR ARI CREEK FLOWS

CATCHMENT	AREAS (m2)								
	Road Reserve (m2)	Cleared Upland (m2)	Forested Upland (m2)	Cleared Lowland (m2)	Forested Lowland (m2)	Cleared Palusplain (m2)	Vegetated Palusplain (m2)	Hardstand (m2)	Effective Total
Outer	0	1596339	0	0	0	0	0	0	558719
Inner	0	940805	0	0	0	0	0	0	329282

CATCHMENT	TIME OF CONCENTRATION					CRITICAL STORM INTENSITY (mm/h)	Flow (L/s)	Water at Creek Junction	
	Longest Path (m)	RL Top (mAHD)	RL Bottom (mAHD)	Slope (m/km)	TC (min)			Height	Width
Outer	1888	226	113	59.85	51.2	44.7	6940.23	0.36	28.44
Inner	2195	213	113	45.56	66.3	38.6	3528.63	0.28	22.20

Runoff Coefficients

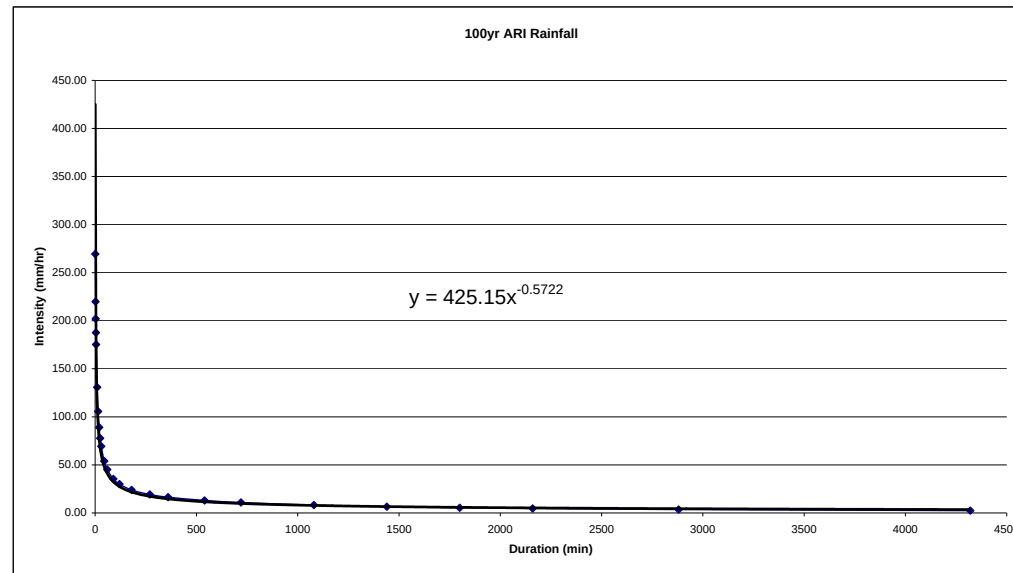
Road Reserve	0.8
Cleared Upland	0.35
Forested Upland	0.25
Cleared Lowland	0.4
Forested Lowland	0.25
Cleared Palusplain	0.9
Vegetated Palusplain	0.7
Hardstand	0.8

Initial Loss (mm)

Road Reserve	10
Lots	20

Rainfall IFD

Event	Duration (mins)	Intensity (mm/hr)
1 min	1	269.40
2 min	2	219.90
3 min	3	202.00
4 min	4	187.50
5 min	5	175.20
10 min	10	130.80
15 min	15	105.60
20 min	20	89.10
25 min	25	77.76
30 min	30	69.40
45 min	45	53.87
1 hr	60	45.10
1.5 hr	90	35.40
2 hr	120	30.00
3 hr	180	23.97
4.5 hr	270	19.22
6 hr	360	16.40
9 hr	540	13.00
12 hr	720	10.83
18 hr	1080	8.17
24 hr	1440	6.54
30 hr	1800	5.40
36 hr	2160	4.61
48 hr	2880	3.52
72 hr	4320	2.38



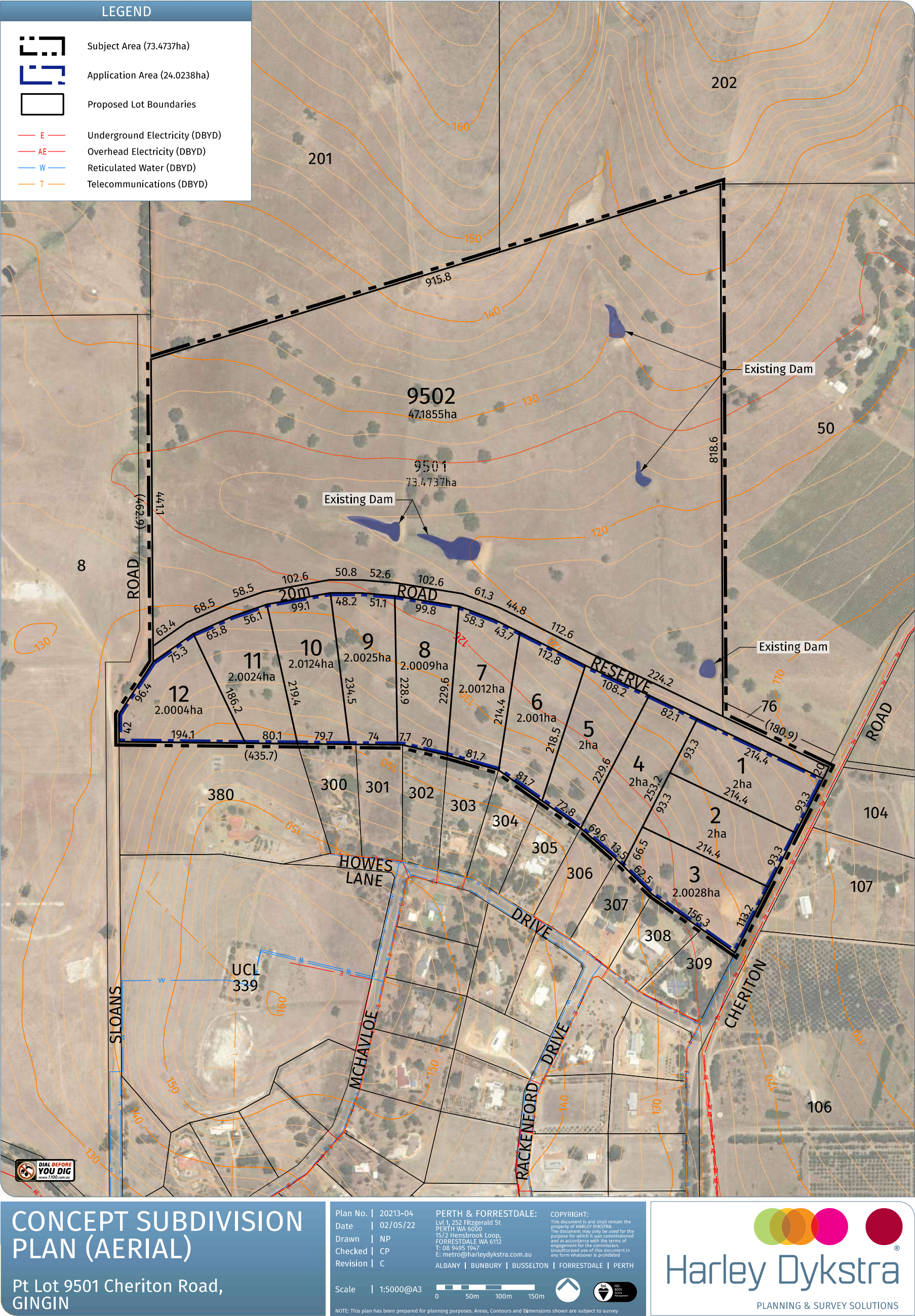


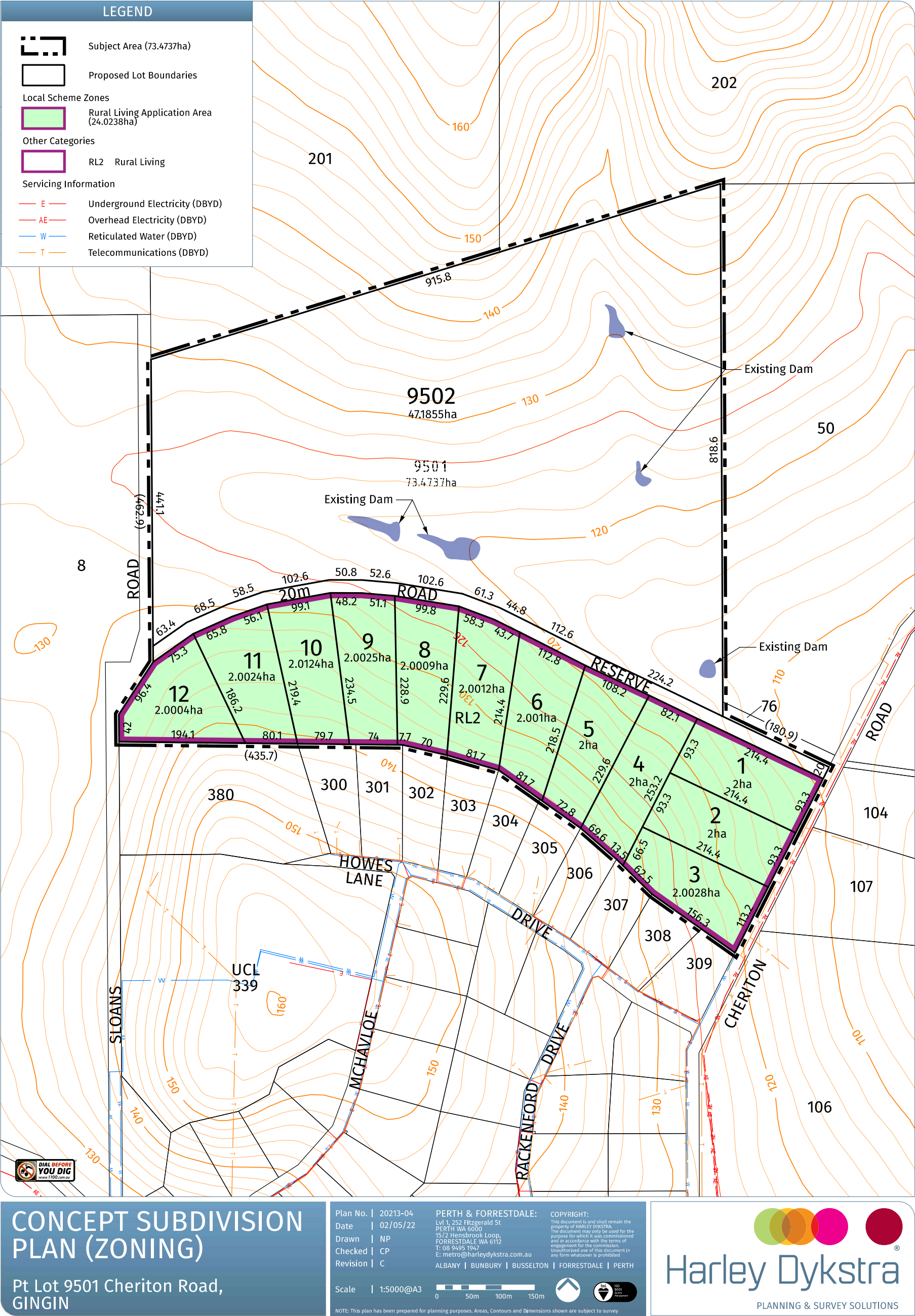
APPENDIX F

CONCEPT SUBDIVISION PLAN

F1 – CONCEPT SUBDIVISION PLAN (ZONING)

F2 – CONCEPT SUBDIVISION PLAN (AERIAL)







APPENDIX G

TRANSPORT IMPACT STATEMENT

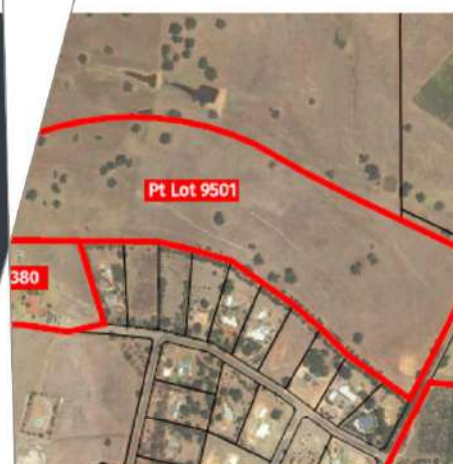
Transport Impact Statement

Proposed Subdivision - Lot 950
1 Cheriton Road, Gingin

CW1200003

Prepared for
Harley Dykstra

22 November 2021





Contact Information

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9501 Cheriton Road, Gingin

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V1.docx

Job Reference CW1200003

Date 22 November 2021

Version Number B

Author(s):

Jireh Despabiladeras

Traffic Engineer

Effective Date 22/11/2021

Approved By:

Ray Cook

Business Leader - Traffic & Transport Planning

Date Approved 22/11/2021

Document History

Version	Effective Date	Description of Revision	Prepared by	Reviewed by
A	19/10/2021	For Issue	JD/RR	RJC
B	22/11/2021	Updated Site Plans	RR	RJC

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Our report is based on information made available by the client. The validity and comprehensiveness of supplied information has not been independently verified and, for the purposes of this report, it is assumed that the information provided to Cardno is both complete and accurate. Whilst, to the best of our knowledge, the information contained in this report is accurate at the date of issue, changes may occur to the site conditions, the site context or the applicable planning framework. This report should not be used after any such changes without consulting the provider of the report or a suitably qualified person.



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1 Introduction

1.1 Background

Cardno was commissioned by Harley Dykstra ('the Client') on behalf of the Schofield Trust, to prepare a Transport Impact Statement (TIS) for a rural living subdivision located on Lot 9501 Cheriton Road, within the Shire of Gingin as illustrated in **Figure 1-1**. The lots are part of the scheme amendments that will rez one the lots to rural living.

This TIS has been prepared in accordance with the Western Australian Planning Commission (WAPC) Transport Impact Assessment Guidelines for Developments: Volume 3 – Subdivisions (2016) and the checklist is included at **Appendix A**.

1.2 Existing Site

The site is located on multiple lots within the Shire of Gingin. The Site is vacant. **Figure 1-1** shows an aerial image of the subject site.

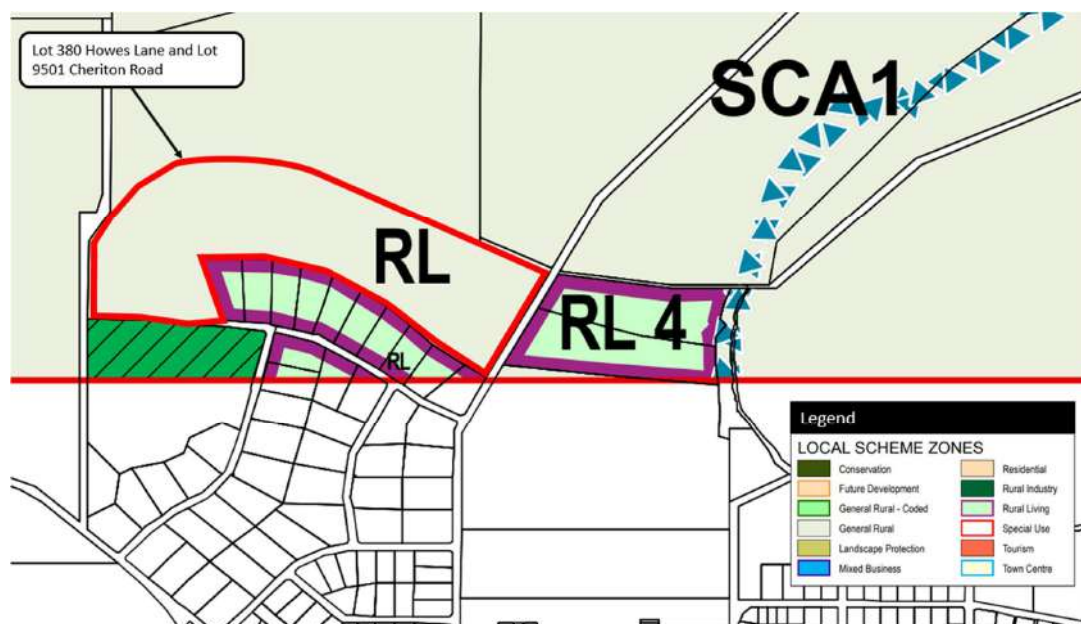
Figure 1-1 Aerial Image



Source: Harley Dykstra

The Sites are zoned as 'General Rural' under the *Local Planning Scheme No. 9 of the Shire of Gingin* as shown in **Figure 1-2**.

Figure 1-2 Zoning



Source: Shire of Gingin Local Planning Scheme No. 9

2 Road Network

2.1 Existing Road Network

Road classifications are defined in the Main Roads Functional Hierarchy as follows:

- > Primary Distributors (light blue): Form the regional and inter-regional grid of MRWA traffic routes and carry large volumes of fast-moving traffic. Some are strategic freight routes, and all are National or State Roads WA.
- > Regional Distributors (red): Roads that are not Primary Distributors, but which link significant destinations and are designed for efficient movement of people and goods within and beyond regional areas. They are managed by Local Government.
- > District Distributor A (green): These carry traffic between industrial, commercial and residential areas and connect to Primary Distributors. These are likely to be truck routes and provide only limited access to adjoining properties. They are managed by Local Government.
- > District Distributor B (dark blue): perform a similar function to District Distributor A but with reduced capacity due to flow restrictions from access to and roadside parking alongside adjoining property. These are often older roads with traffic demand in excess of that originally intended. District Distributor A and B roads run between land-use cells and not through them, forming a grid that would ideally be around 1.5 kilometres apart. They are managed by Local Government.
- > Local Distributors (orange): Carry traffic within a cell and link District Distributors at the boundary to access roads. The route of the Local Distributor discourages through traffic so that the cell formed by the grid of District Distributors only carries traffic belonging to or serving the area. These roads should accommodate buses but discourage trucks. They are managed by Local Government.
- > Access Roads (grey): Provide access to abutting properties with amenity, safety and aesthetic aspects having priority over the vehicle movement function. These roads are bicycle and pedestrian friendly. They are managed by Local Government.

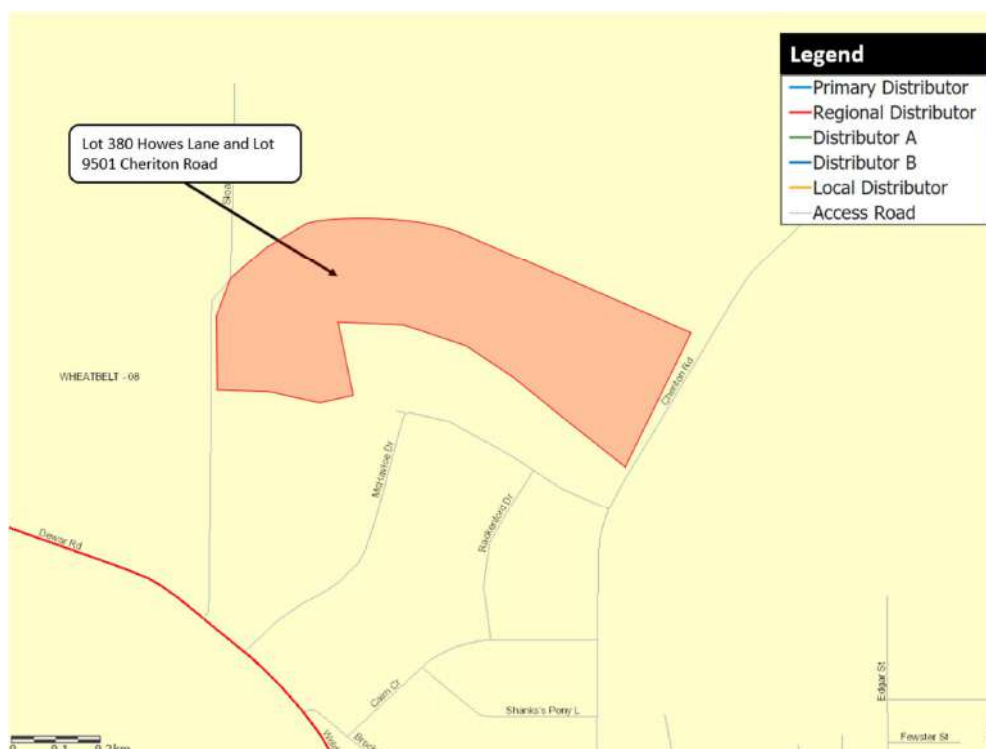
The surrounding road network is further described in **Table 2-1** and **Figure 2-1** shows the road hierarchy as per the *Main Roads WA Road Information Mapping System*.

Table 2-1 Road Network Classification

Street Names	Road Hierarchy		Road Network			
	Road Hierarchy	Jurisdiction	No. of Lanes	No. of Footpaths	Width (m)	Posted Speed (km/h)
Cheriton Road	Access Road	Local Government	2	0	6.5	50 – between Weld Street and Shank's Pony Lane 80 - between Shank's Pony Lane and McHavloe Drive Default rural speed limit – North of McHaveloe Drive
Sloans Road	Access Road	Local Government	2	0	6.5	Not sign posted Default rural speed limit applies
McHavloe Drive	Access Road	Local Government	2	0	6.5	Not sign posted Default rural speed limit applies

Source: *Main Roads Road Information Mapping System*

Figure 2-1 Road Hierarchy



Source: Main Roads Road Information Mapping System

2.2 Traffic Volumes

There is no recent daily traffic volumes data available near the Site. Available daily traffic volumes along the main roads surrounding the Shire of Gingin were sourced from *Main Roads Traffic Map* as summarized in **Table 2-2**.

Table 2-2 Traffic Volumes

Road Name	Date	Average Weekday Daily Traffic Volume
Dewar Road East of Brand Highway	2018/19	980
Weld Street West of Brockman St (South)	2018/19	746

Source: *Main Roads Traffic Map*

The available average weekly daily traffic volumes surrounding near the Site suggests that traffic volumes within the area are very low.

3 Proposed Development

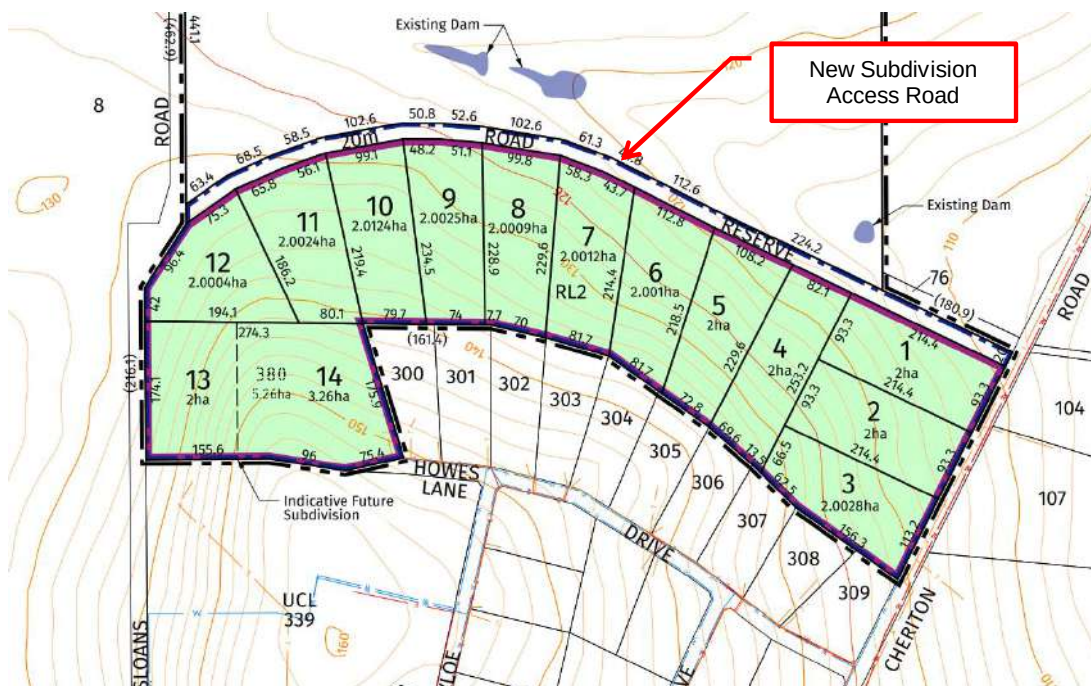
3.1 Overview

The proposal is for a rural living subdivision with a total subject area of 78.74 ha, comprising of the following:

- > 14 rural living lots with an area ranging from 2ha to 3ha; and
- > 20m wide road reserve for a subdivisional road on the northern boundary of the Site, connecting Cheriton Road and Sloans Road.

Figure 3-1 shows the conceptual plan for the above development.

Figure 3-1 Concept Subdivision Plan



Source: Harley Dykstra

3.2 Access Arrangements

A new subdivision road on the northern boundary of the subdivision is proposed to be the main access to the subdivision lots, potentially lots 4 to 12, however this will be determined in a later stage. Lot 1 may have its access located on the new road or on Cheriton Road, while Lots 2 and 3 will have their access off Cheriton Road. Lot 12 access would either be on Sloans Road or the new road and Lot 13 will have its access off Sloans Road. Lot 14 access will be via the existing Howes Lane.

The above describes the expected access arrangement however it will be confirmed at a later stage.



3.3 Traffic Generation

Trip generation rates from the *Institute of Transportation Engineers (ITE) "Trip Generation" 10th* as detailed in **Table 3-1** were used to calculate the estimated trip generation for the subdivision. **Table 3-2** shows the directional distribution and **Table 3-3** shows the total expected trips to be generated by the proposed development.

Table 3-1 Trip Generation Rate

Land Use	ITE CODE	Yield	AM Peak Rate	PM Peak Rate	Daily Rate
Residential	ITE 210	14 dwellings	0.76 trips per dwelling	1 trip per dwelling	9.44 trips per dwelling

Table 3-2 Directional Distribution

Land Use	AM		PM		Daily	
	IN	OUT	IN	OUT	IN	OUT
Residential	26%	74%	64%	36%	50%	50%

Table 3-3 Total Trip Generation

Land Use	AM		PM		Daily	
	IN	OUT	IN	OUT	IN	OUT
Residential	3	8	9	5	66	66
Total	11		14		132	

The Subject Site will have a trip generation of approximately 132 trips daily, with approximately 11 trips during the AM peak hour period and approximately 14 trips in the PM peak hour period. According to the WAPC Transport Impact Assessment Guidelines, developments such generating between 10 and 100 trips during the peak hour is not considered to have any substantial or adverse transport impact on the surrounding road network.

3.4 Review of the New Subdivision Access Road

Currently, some traffic from north of Cheriton Road would use McHavloe Drive to reach Dewar Road to head to Brand Highway and vice versa. The proposed road connection between Cheriton Road and Sloans Road provides an alternative route to Brand Highway and could divert some of the traffic away from McHavloe Drive.

No traffic data is available on Cheriton Road, however it is expected that the volumes are very low, as there is only low rural residential / farms along Cheriton Road north of the Gingin town site. However, the traffic volume is expected to gradually increase, with the progression of the Country Heights Estate located approximately 5km north of the proposed division as shown in **Figure 3-2**.

Based on the approved structure plan, the full build-out of Country Heights Estates would consist of 313 dwellings. This would approximately generate 238 trips in the AM peak, 313 trips in the PM peak, and 2955 daily trips. This additional traffic would be distributed mainly to Cheriton Road, as well as other local roads such as McHavloe Drive to head towards Brand Highway.

The new subdivision road connecting Sloans Road and Cheriton Road, which provides an alternative route to Brand Highway, could help in reducing traffic flow on McHavloe Road heading to Brand Highway, particularly traffic generated from the Country Heights Estate. Therefore, the addition of the new subdivision road would also benefit the existing and future residents by providing more permeability to the road network.

The largest size vehicle that can use the new subdivision road would be 12.5m in length for a rigid truck, 19m in length for a combination, 2.5m in width, and 4.3m in height. Vehicles or agricultural machines larger than specified would require permits.

Figure 3-2 Country Heights Development Location





4 Public Transport Facilities

4.1 Existing Public Transport Facilities

The Site does not have any access to public transport as no public transport is available within the area.

4.2 Proposed Public Transport Facility

The development is not proposing any changes to the public transport network.



5 Pedestrian/Cycle Networks and Facilities

5.1 Existing Pedestrian/Cycle Network Facilities

There is no information on pedestrian/cycle network within the area adjacent to the Site or within the Townsite.

5.2 Proposed Pedestrian / Cycling Facility

The development is not proposing any pedestrian / cycling facility due to its rural nature. This is consistent with the Shire's Guidelines for Road Works, Drainage and Subdivision Development, where footpaths are only required in urban residential areas.

As the area is rural in nature and not in proximity to shops or other trip attractors, it is unlikely there would be any significant demand for designated pedestrian access or cycling. Therefore, it is not necessary to provide footpaths within the subdivision and/or a connection to the surrounding road network.



6 Road Safety Review

6.1 Crash Assessment

A crash assessment for the surrounding road network of the Subject Site has been completed using the Main Roads WA Reporting Centre. The assessment covers all the recorded accidents for the 5-year period between 1 January 2016 to 31 December 2020 for the following locations:

- > Sloans Road SLK 0.00 to SLK 0.90;
- > Cheriton Road SLK 0.63 to SLK 1.35; and
- > McHavloe Dr SLK 0.75 to SLK 1.30.

There were no reported intersection or midblock crashes within the above study area over the time period. Due to the low traffic volume generation, it is considered highly unlikely that the proposed development will have any material impact to the traffic safety of the surrounding road network.



7 Summary

This Transport Impact Statement outlines the transport aspects of the proposed development focusing on traffic operations, access and provision of car parking. Included are discussions regarding pedestrian, cycle, and public transport considerations.

This statement has been prepared in accordance with the *WAPC Transport Assessment Guidelines for Developments: Volume 4 – Individual Developments (2016)*.

The following are conclusions about the proposed development:

- > The proposal is for a rural subdivision with a total subject area of 78.74 ha.
- > A proposal for a new subdivision road which will become the main access for the subdivision lots that will connect Sloan Road and Cheriton Road.
- > It is expected that this new subdivision road will attract some external trips as it provides an alternative route to Brand Highway. This is expected to reduce traffic volumes on McHavloe Road, which is the current route towards Brand Highway from Cheriton Road north, particularly from the future Country Heights Estate, which will be a significant traffic generator when completed (approximately 2955 daily trips). Thus, the new subdivision road would overall provide an overall benefit to the permeability of the road network.
- > The development is conservatively estimated to generate 11 trips in the AM peak hour and 14 trips in the PM peak hour. The volume of trips generated by the subject Site is minimal is not considered to have any substantial impact on the surrounding road network.
- > It is considered highly unlikely that the proposed development will cause any material impact to the traffic safety of the surrounding road network.

Proposed Subdivision - Lot 9501
Cheriton Road, Gingin

APPENDIX

A

WAPC CHECKLIST



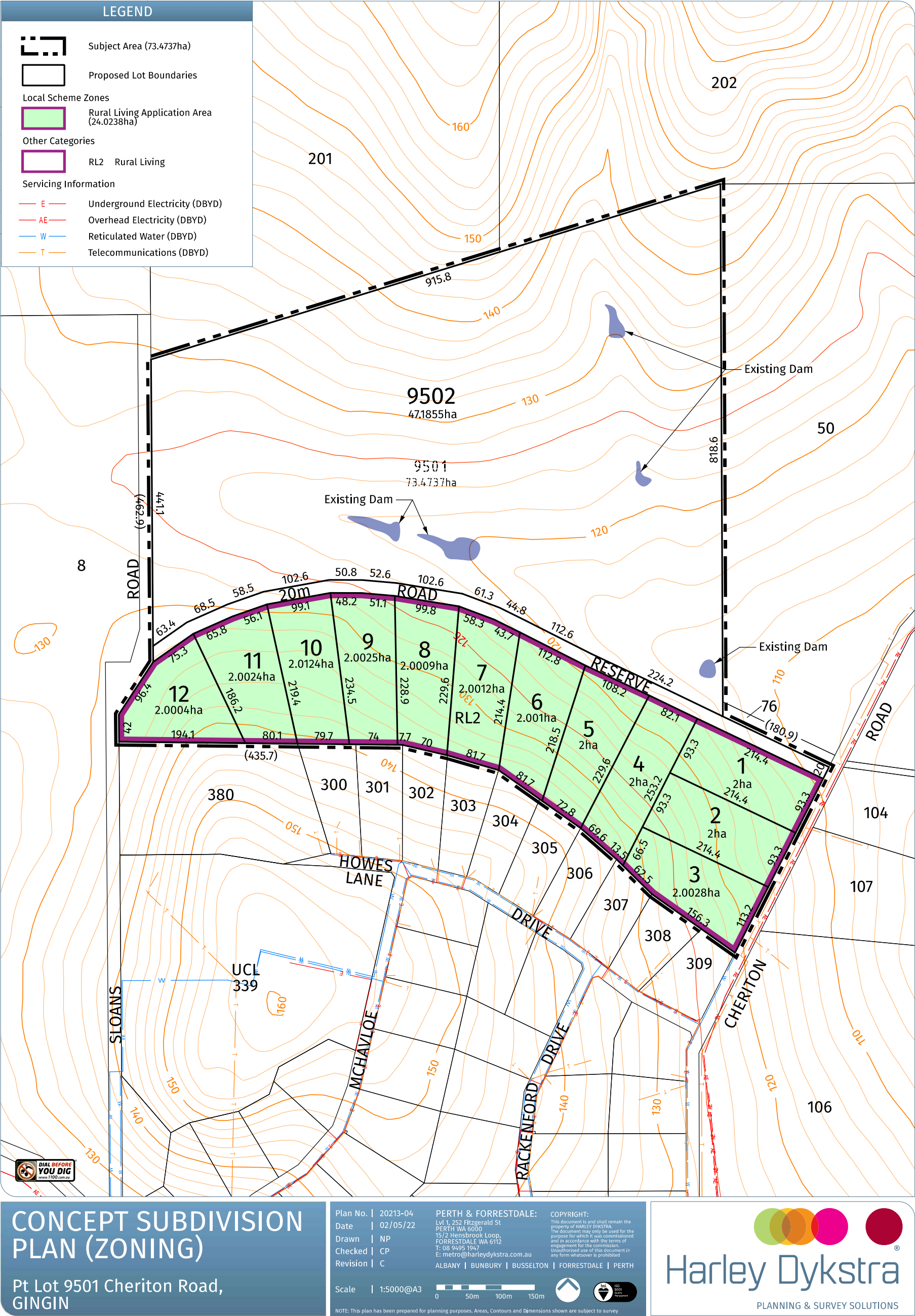
Item	Status	Comments/Proposals
Proposed development		
proposed land use	Section 3	
existing land uses	Section 1	
context with surrounds	Section 1	
Vehicular access and parking		
access arrangements	Section 3	
public, private, disabled parking set down/pick up	N/A	
Service vehicles (non-residential)		
access arrangements	N/A	
on/off-site loading facilities	N/A	
Service vehicles (residential)		
Rubbish collection and emergency vehicle access	N/A	
Hours of operation (non-residential only)		
	N/A	
Traffic volumes		
daily or peak traffic volumes	Section 3	
type of vehicles (e.g. cars, trucks)	N/A	
Traffic management on frontage streets		
	Section 2	
Public transport access		
nearest bus/train routes	Section 4	
nearest bus stops/train stations	Section 4	
pedestrian/cycle links to bus stops/train station	Section 4	
Pedestrian access/facilities		
existing pedestrian facilities within the development (if any)	Section 5	
proposed pedestrian facilities within development	Section 5	
existing pedestrian facilities on surrounding roads	Section 5	
proposals to improve pedestrian access	N/A	
Cycle access/facilities		
existing cycle facilities within the development (if any)	Section 5	
proposed cycle facilities within the development	Section 5	
existing cycle facilities on surrounding roads	Section 5	
proposals to improve cycle access	N/A	
Site specific issues		
	N/A	
Safety issues		
identify issues	N/A	
remedial measures	N/A	

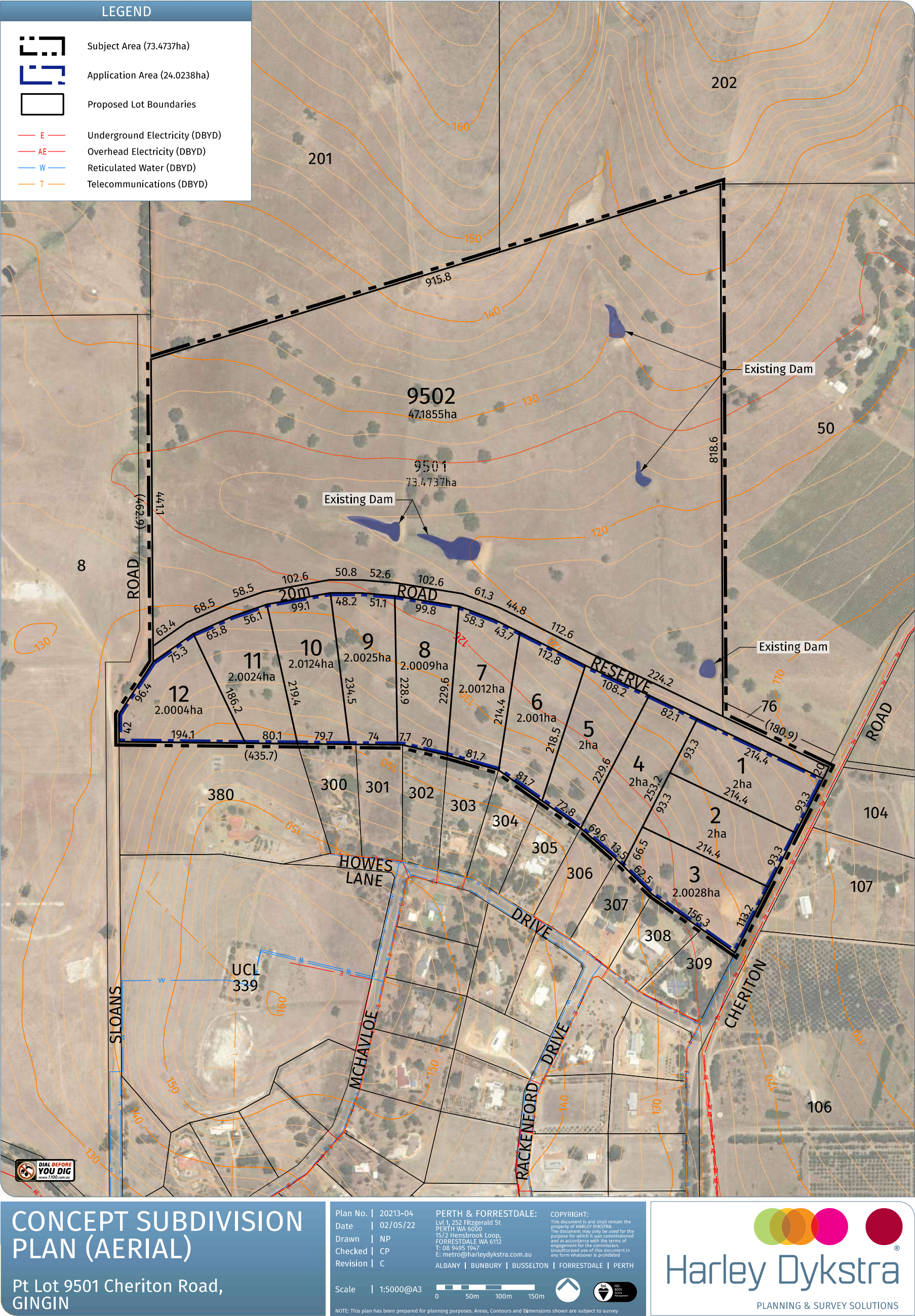
Proposed Subdivision - Lot 9501
Cheriton Road, Gingin

APPENDIX

B

SITE PLAN





About Cardno

Cardno is a professional infrastructure and environmental services company, with expertise in the development and improvement of physical and social infrastructure for communities around the world. Cardno's team includes leading professionals who plan, design, manage and deliver sustainable projects and community programs. Cardno is an international company listed on the Australian Securities Exchange [ASX:CDD].

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**PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME
SHIRE OF GINGIN
LOCAL PLANNING SCHEME No.9 - AMENDMENT No. 23**

RESOLVED that the Council, pursuant to Section 75 of the *Planning and Development Act 2005*, initiate an Amendment to the Shire of Gingin Local Planning Scheme No.9 to:

1. Modifying the Scheme Maps by introducing the Rural Living RL2 zone over Pt Lot 9501 Cheriton Road, Gingin.
2. Insert the definition for *building exclusion area* under the General Definitions of Schedule 1 – Dictionary of Defined Words and Expressions in alphabetic order as follows:

building exclusion area	means the area of land within which buildings, effluent disposal facilities and any other works on a lot must not be located or carried out.

3. Insert the following into Schedule 8 – Rural Living Zones:

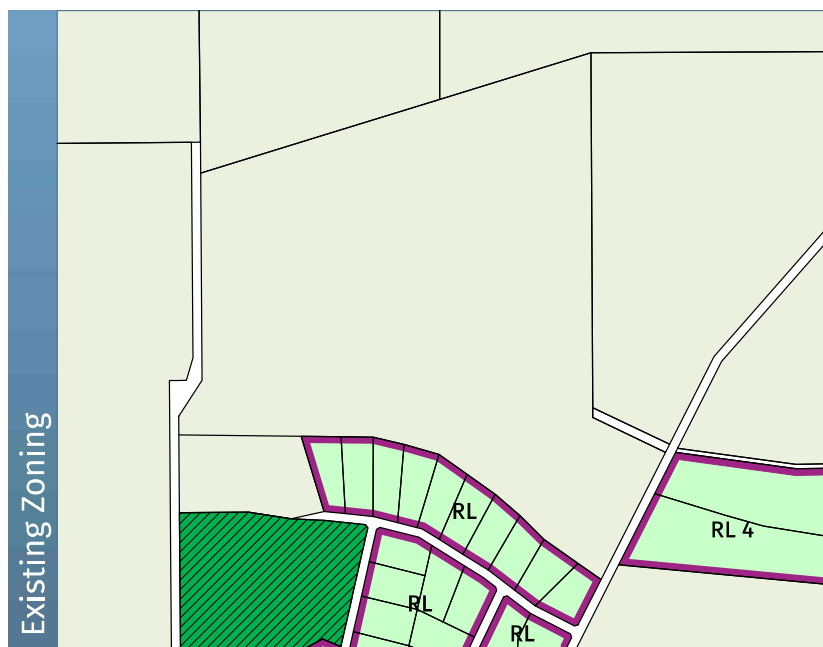
No.	Description of Land	Conditions
2	Pt Lot 9501 Cheriton Road, Gingin	General 1. These conditions shall apply in conjunction with the Scheme requirements for the Rural Living zone, and/or as otherwise approved by the local government. Where conflicts exist, these conditions prevail. Structure Planning 2. A structure plan is not required to facilitate subdivision and development subject to the plan of subdivision and application meeting Conditions 3 and 4 below. Subdivision 3. The plan of subdivision and application must: (a) identify building envelopes/exclusion areas which respond to the significant environmental features of the site, including achieving suitable separation from water resources; (b) provide a logical road network, including a subdivisional road along the northern boundary of the subdivision area designed to link the subdivision area from its eastern boundary to Cheriton Road through to its western boundary to Sloans Road; (c) be supported by: i. an approved Local Water Management Strategy; and

		ii. a site and soil evaluation conducted in accordance with <i>AS/NZS 1547 On-site domestic wastewater management</i>; Local development plan 4. A local development plan is to be prepared and approved identifying building envelopes/exclusion areas consistent with Conditions 1 to 3 above. 5. Notwithstanding cl. 61(1)(l), where development is inconsistent with the approved local development plan a development application shall be required.

SHIRE OF GINGIN

Local Planning Scheme No. 9

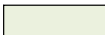
Amendment No. 23

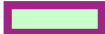


LOCAL SCHEME RESERVES

 Parks and Recreation

LOCAL SCHEME ZONES

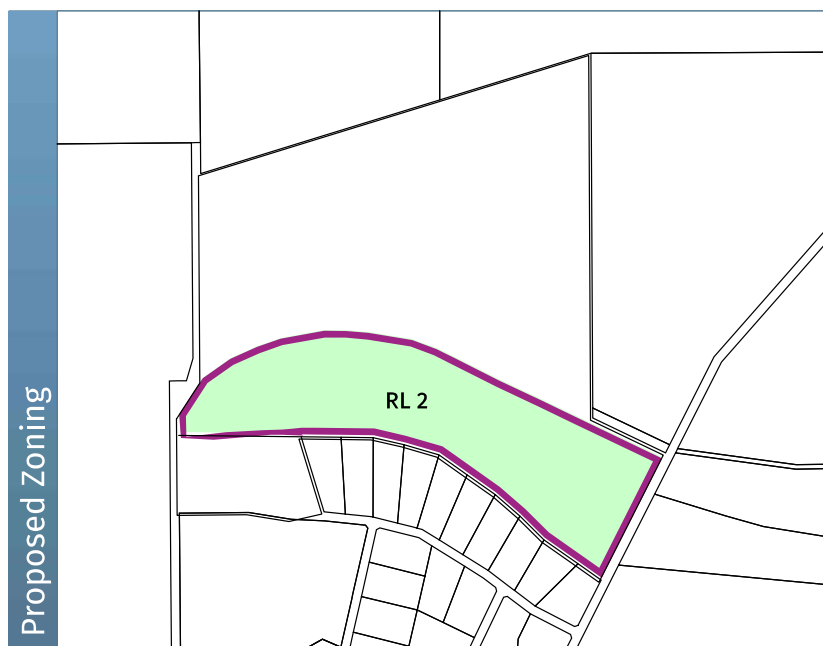
 General Rural

 Rural Living

OTHER CATEGORIES

 RL1 Rural Living

 No Zone



Mapping prepared by Harley Dykstra
Lvl 1, 252 Fitzgerald Street, PERTH WA 6000
15/2 Hensbrook Loop, FORRESTDALE WA 6112
T: 08 9495 1947
Plan No. | 20213-06A Drawn | NP 29/11/21



COUNCIL ADOPTION

FORM 6A

This Standard Amendment was adopted by resolution of the Council of the Shire of Gingin at the Ordinary Meeting of the Council held on the _____ day of _____ 20__.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

By resolution of the Council of the Shire of Gingin at the Ordinary Meeting of the Council held on the _____ day of _____, 20__, proceed to advertise this Amendment.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

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

(Seal)

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDATION FOR APPROVAL

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

DATE.....

APPROVAL GRANTED

.....
MINISTER FOR PLANNING

DATE.....

13.2 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED OUTBUILDING ON LOT (5) CRAIG WAY, LANCELIN

File	BLD/7463
Applicant	Richard de Gracie
Location	Lot 905 (5) Craig Way, Lancelin
Owner	Richard de Gracie and Ronnice Winter
Zoning	Residential 15
WAPC No	NA
Author	James Bayliss – Coordinator Statutory Planning
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	1. Location Map - Lot 905 (5) Craig Way, Lancelin [13.2.1 - 1 page] 2. Aerial Map - Lot 905 (5) Craig Way, Lancelin [13.2.2 - 1 page] 3. Applicant's Proposal [13.2.3 - 3 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a proposed outbuilding on Lot 905 (5) Craig Way, Lancelin.

BACKGROUND

The Shire is in receipt of an Application for Development Approval for a proposed outbuilding on the subject lot, which is 782m² in area and contains an existing single house and outbuilding.

The proposed outbuilding is 12 metres in length and 6 metres in width (72m²) with a wall height of 4 metres increasing to 4.6 metres (skillion design). It should be noted that the skillion design of the outbuilding positions the higher wall height (4.6 metres) closest to the northern lot boundary.

The existing outbuilding is 50.2m² in area, which combined with the proposed outbuilding results in a total area of 122.2m² assigned for outbuilding usage.

The outbuilding is proposed to be located at the rear of the subject lot, set back 2.6 metres from the rear (eastern) boundary and 0.5 metres from the side (northern) boundary.

The proposal seeks variations to 'Clause 5.4.3 – Outbuildings' of State Planning Policy 7.3 – Residential Design Codes, Volume 1 (R-Codes) with respect to area, wall height and lot boundary setbacks.

The proposal also seeks a variation to Local Planning Policy 2.1 – Residential Outbuildings (LPP2.1) with respect to the wall height, being 4 metres tapering to 4.6 metres in lieu of 3.6 metres, and the aggregate area dedicated to outbuilding usage being 122m² in lieu of 90m².

A location plan and aerial imagery are provided as **Appendix 13.2.1** and **Appendix 13.2.2** respectively.

The applicant's proposal is provided as **Appendix 13.2.3**.

COMMENT

Stakeholder Consultation

The applicant provided written neighbour consent as part of their submission. This consent was confirmed by the officer via a phone conversation with the adjoining landowner. No further consultation has been undertaken.

PLANNING FRAMEWORK

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

The subject land is zoned Residential R15 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 is outlined below with officer comments:

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

Officer comments

The adjoining landowners have not provided any objections to the proposal, likely because their outbuilding is located adjacent to the proposed outbuilding and therefore the impact on their land is negligible.

LPP 2.1 provides for large residential outbuildings which are common within the coastal townsites, predominantly facilitating the storage of large boats. Therefore, the design and scale of the outbuilding itself is generally consistent with the anticipated character of Lancelin. It is also noted that a significant setback is provided to the front boundary and therefore the impact on the streetscape is negligible.

Given the circumstances the development is not strictly inconsistent with the abovementioned objective, regardless of the extent of variations being sought.

State Planning Policy 7.3 - Residential Design Codes Volume 1 (R-Codes)

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.

Officer comment

The deemed-to-comply provisions of the R-Codes relating to outbuildings stipulate, amongst other things, that the overall collective floor area cannot exceed 60m², and that a wall height of 2.4 metres and an overall height of 4.2 metres are not to be exceeded. The proposed wall height is 4 metres tapering to 4.6 metres with an aggregate outbuilding area of 122m² (proposed – 72m² and existing – 50m²).

The proposal also includes a variation to the northern lot boundary setback (0.5 metres in lieu of 1.5m).

The relevant design principles assessment is provided in the table below:

Design Principle	Officer comment
<i>Clause 5.1.3 – Lot Boundary Setback</i> <i>P3.1 Buildings set back from lot boundaries or adjacent buildings on the same lot so as to:</i> • <i>reduce impacts of building bulk on adjoining properties;</i> • <i>provide adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties; and</i> • <i>minimise the extent of overlooking and resultant loss of privacy on adjoining properties.</i> <i>P3.2 Buildings built up to boundaries (other than the street boundary) where this:</i> • <i>makes more effective use of space for enhanced privacy for the occupant/s or outdoor living areas;</i> • <i>does not compromise the design principle contained in clause 5.1.3 P3.1;</i> • <i>does not have any adverse impact on the amenity of the adjoining property;</i> • <i>ensures direct sun to major openings to habitable rooms and outdoor living areas for adjoining properties is not restricted; and</i> • <i>positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.</i>	P3.1 – Given the adjoining property contains an existing outbuilding adjacent to the proposed location, the impact on adjoining land is minimal. The structure is set back significantly from the rear boundary and the limited width minimises bulk impacts to that property. P3.2 – The design and scale are broadly consistent with existing built form within Lancelin. The location of the outbuilding within the context of the property and adjoining land results in limited impact on the streetscape and does not compromise the applicable design principles.
<i>Clause 5.4.3 – Outbuildings</i> <i>P3 “Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.”</i>	P3 - As noted in the report above, the streetscape remains largely intact as does the visual amenity of adjoining residents.

Local Planning Policy 2.1 (LPP 2.1) – Residential Outbuildings

The Shire adopted 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 table below is applicable to the subject lot.

TOWNSITE	STANDARD	MAXIMUM	PROVIDED
Coastal 601m ² – 1000m ²	Area	90m ²	72m ² – compliant aggregate: 122m ² – non-compliant
	Wall Height	3.6m	4m – non-compliant
	Overall Height	5m	4.6m – compliant

Although the proposal does not comply with the wall height provisions of 3.6m, the variation has little impact on the adjoining landowner given their property contains an adjacent outbuilding. The overall height is proposed to be 4.6m with a skillion style pitch rather than a gable pitch.

Although it is uncommon to support outbuildings which exceed two or more provisions of LPP 2.1, in this instance the officer is satisfied that the proposed outbuilding in isolation is largely unobjectionable, with the existing outbuilding being of a scale that is of little use for boat storage. It is however open for Council to request that the existing outbuilding be demolished prior to construction of the new outbuilding.

Summary

In summary, the proposed outbuilding results in a variation to LPP 2.1 - Residential Outbuildings and the R-Codes. The officer is of the view that the variations do not compromise the objectives of those policies and delivers a built form that is not out of character within the zone. It is therefore recommended that the application be approved subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015
Schedule 2 – Deemed provisions

Shire of Gingin Local Planning Scheme No. 9

POLICY IMPLICATIONS

State Planning Policy 7.3 – Residential Design Codes, Volume 1
Local Planning Policy 2.1 – Residential Outbuildings

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 Johnson

SECONDED: Councillor Vis

That Council grant Development Approval for an outbuilding on Lot 905 (5) Craig Way, Lancelin subject to the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans and specifications, including any 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 approved outbuilding is to be constructed using new materials and be of a consistent colour scheme;
5. The outbuilding is not to be used for human habitation or any other industrial or commercial use;
6. Prior to occupation of the development, the driveway shall be serviced by a new crossover from Craig Way that is to be designed and constructed to the satisfaction of the Shire of Gingin at the landowner's cost; and
7. Stormwater from all roofed and paved areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin.

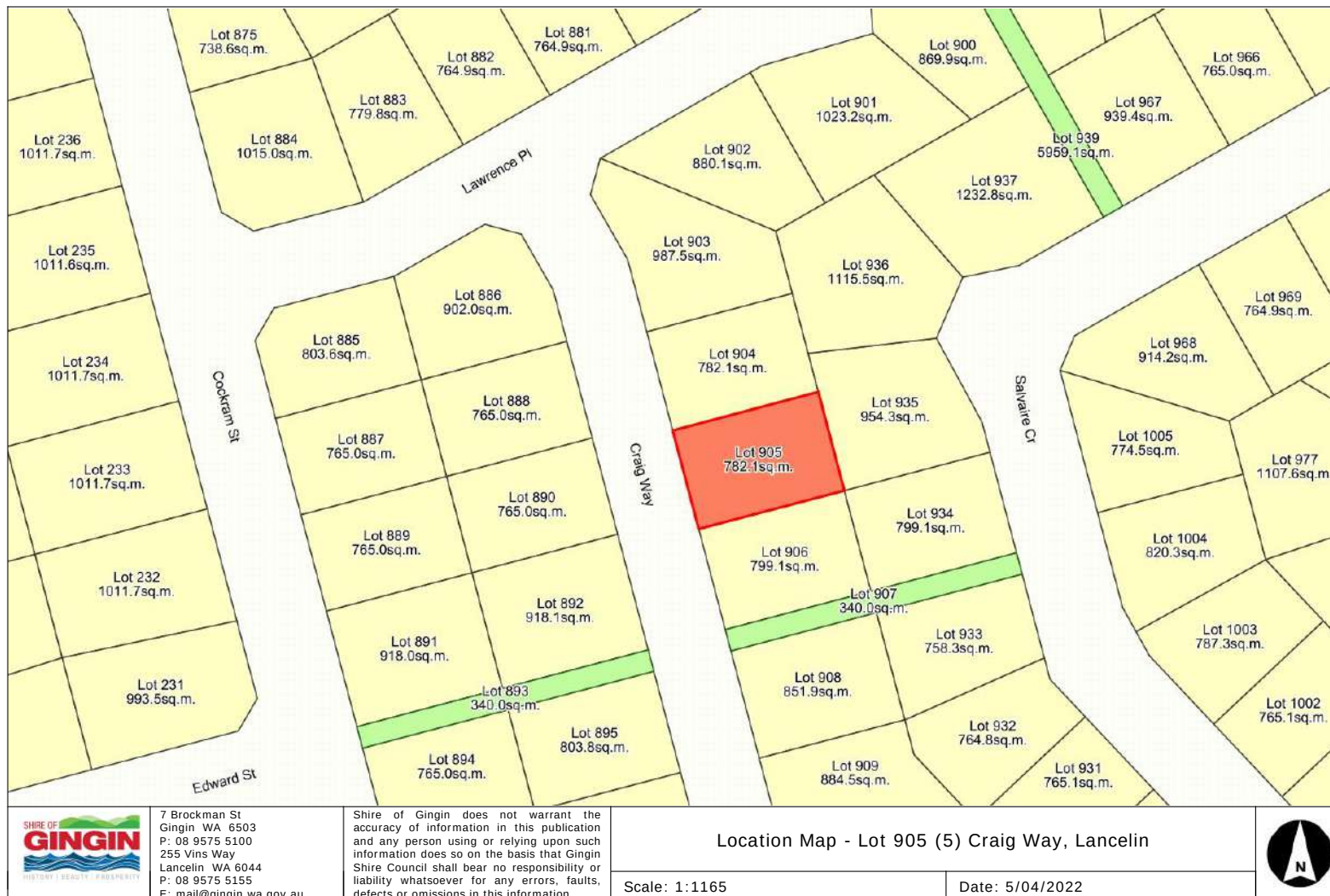
Advice Notes:

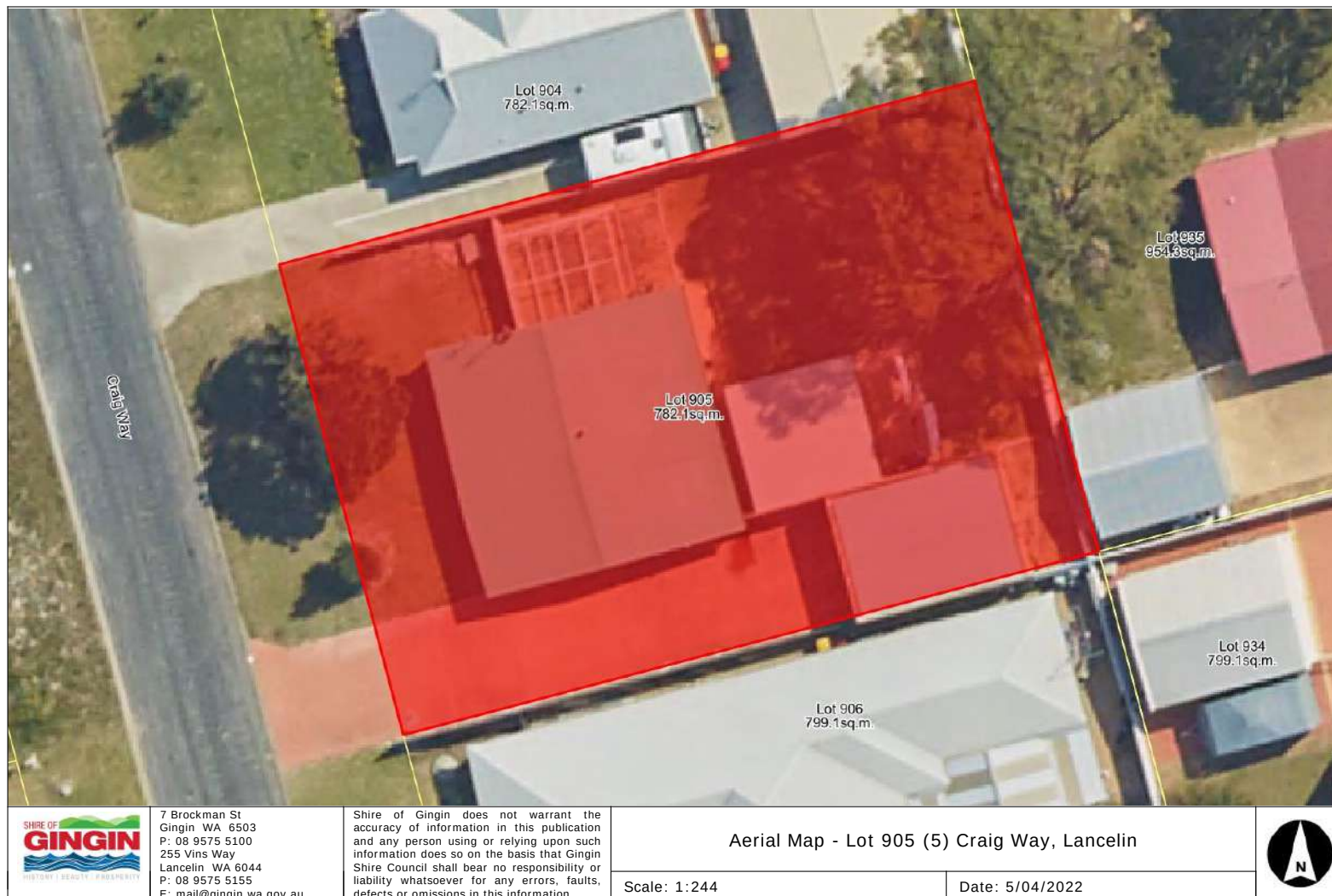
- Note 1: If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision, under Part 14 of the *Planning and Development Act 2005*.
- Note 2: Where an approval has lapsed, no development may be carried out without 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.
- Note 5: This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should you wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, you must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*;
- Note 6: In relation to the installation of a new crossover, please note that a crossover application form is to be submitted to the Shire's Operations Department, which can be found on the Shire's website at the following link: <https://www.gingin.wa.gov.au/services/operations.aspx>.

CARRIED UNANIMOUSLY
9 / 0

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

AGAINST: *Nil*





James Bayliss

Subject: FW: Proposed Outbuilding on Lot 905 (5) Craig Way, Lancelin

Hi James,

I'm writing to you in response to my request for development approval for an outbuilding on the above mentioned property.

My partner and I have recently purchased 5 Craig Way and are looking to relocate back to Lancelin, where we grew up as children.

As per your email outlining the states planning policy, I ask that you look at the above with some understanding that the current existing outbuilding is of brick construction and located on the southern boundary and is of a very low pitched skillion roof that is raking towards the rear and will not accommodate my vehicle which I use to run my building company that contains my tools of the trade, plus our family car.

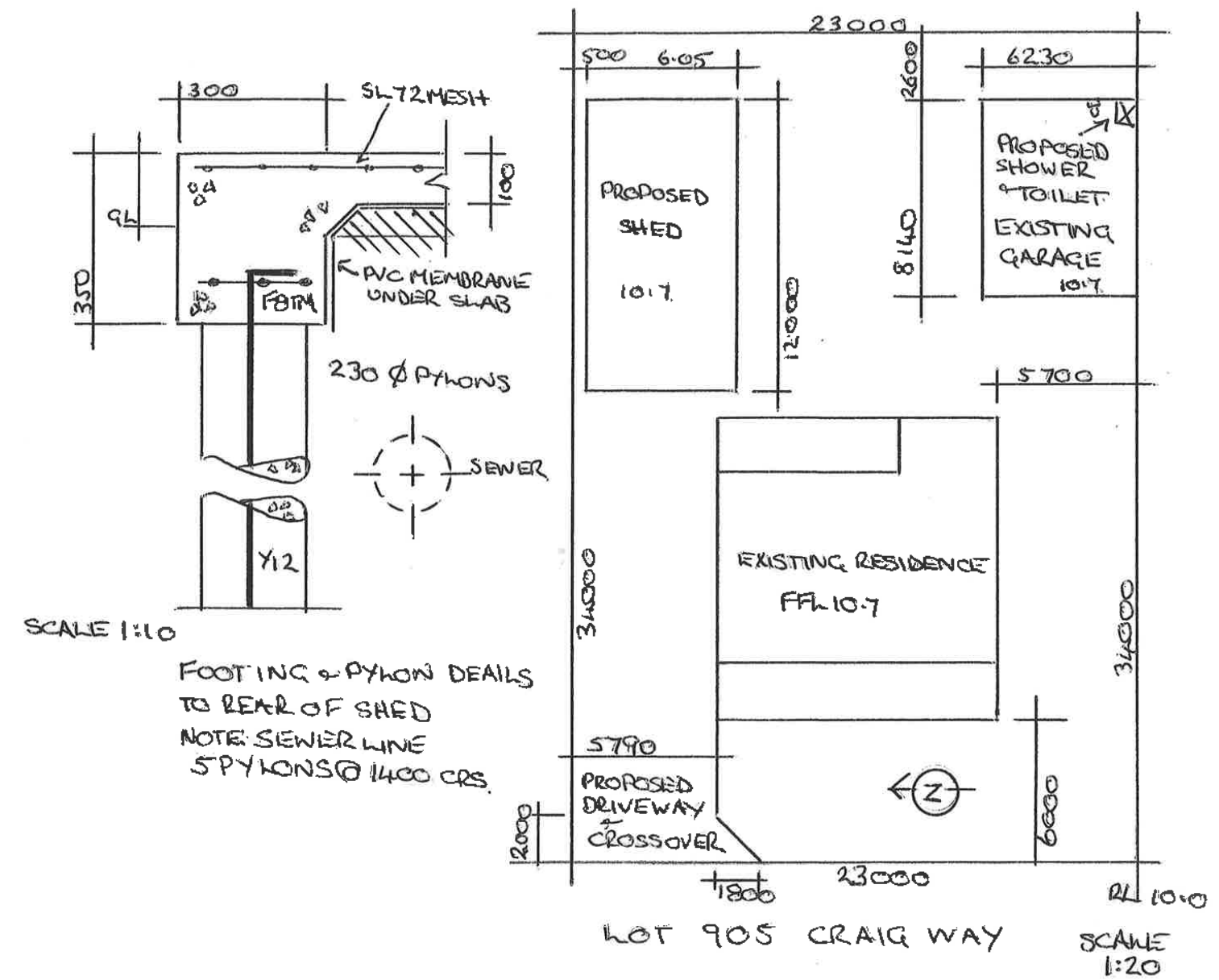
In addition to this we have a boat, caravan and jetski to store, and as this township is a place of outdoor recreation including fishing, off road activities and boating, which we love being a part of and plan on joining in with the local community with much enthusiasm and support.

I have taken note of the area and have sought approval from our surrounding neighbours and have provided you with a supporting application signed by our neighbours on the north facing boundary, stating my intentions and if they have any objection with the size and location of our proposed outbuilding.

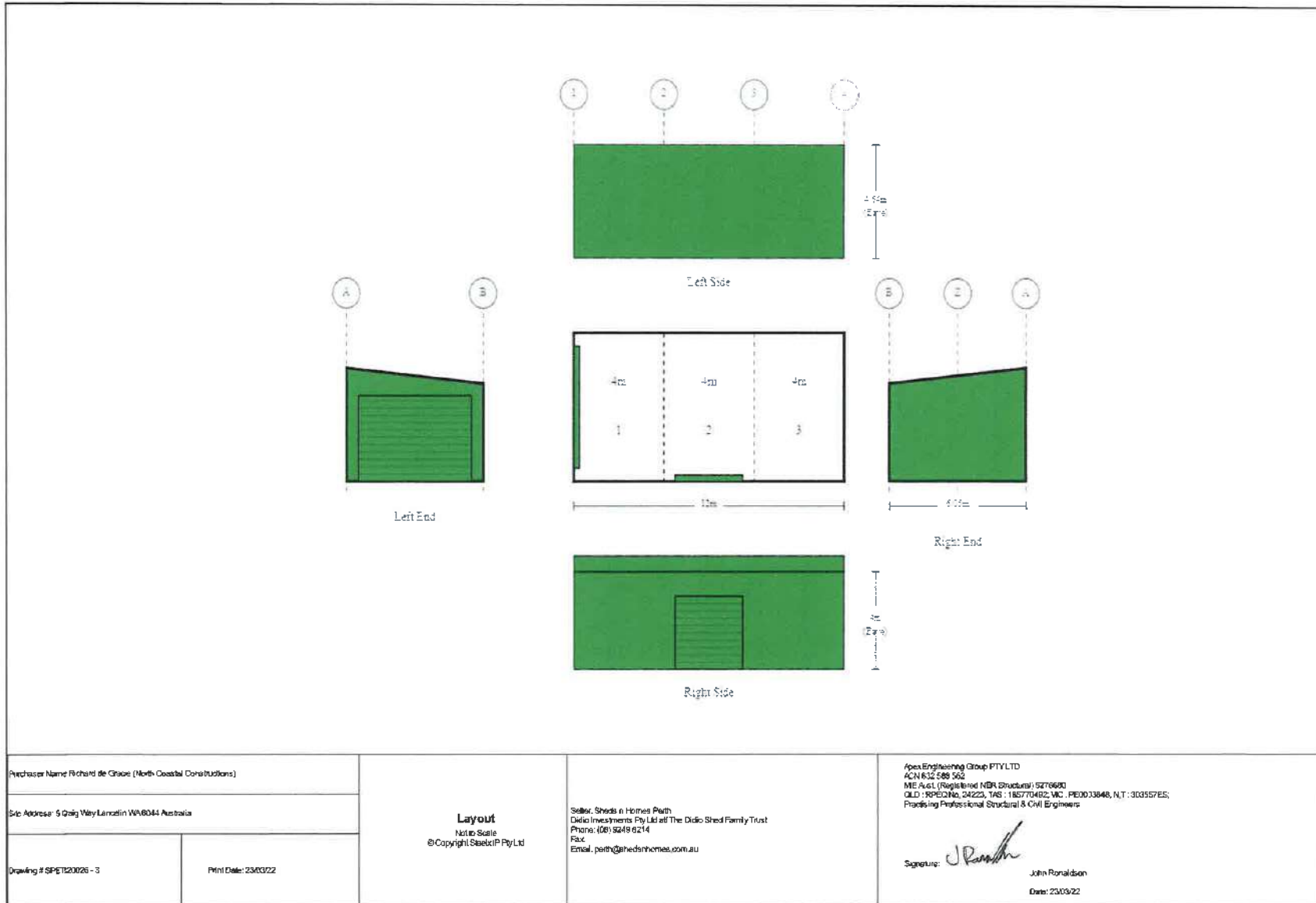
As a number of properties in the street have very similar, if not larger structures and outbuildings which house their valuable possessions.

I would ask that with keeping the streetscape and other dwellings in mind, you look at this application with some understanding and take it to council on the 17th May 2022.

Kindest Regards
Richard de Gracie



PROPOSED SHED WITH
DRIVEWAY & CROSS OVER
LOT 905 5 CRAIG WAY WANCELIN



13.3 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED OUTBUILDING ON LOT 164 (207) SOVEREIGN HILL DRIVE, GABBADAH

File	BLD/7469
Applicant	Action Sheds Australia Pty Ltd
Location	Lot 164 (207) Sovereign Hill Drive, Gabbadah
Owner	John Petrie
Zoning	Rural Living 1
WAPC No	N/A
Author	Natasha Jurmann – Statutory Planning Officer
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	1. Aerial Map - Lot 164 (207) Sovereign Hill Drive, Gabbadah [13.3.1 - 1 page] 2. Location Map - Lot 164 (207) Sovereign Hill Drive, Gabbadah [13.3.2 - 1 page] 3. Applicant's Proposal [13.3.3 - 3 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a proposed Use Not Listed (Outbuilding) on Lot 164 (207) Sovereign Hill Drive, Gabbadah.

BACKGROUND

The subject lot is 1.4 hectares in area and is currently vacant. The applicant has advised that their intention for the property is to construct a single house and use the outbuilding for the storage of building materials with the pouring of the house slab anticipated in the coming weeks.

It should be noted that in order for the proposed structure to be considered as a traditional outbuilding, it must be associated with a dwelling. An outbuilding is not permitted as a stand-alone structure on an otherwise vacant lot. As such, given the subject site does not yet contain a dwelling nor has the construction of the dwelling substantially commenced on the property, the officer is unable to approve the proposed structure under delegation.

The proposed Use Not Listed (Outbuilding) is 15 metres in length and 9 metres in width, equating to an area of 135m². The proposed wall height is 3.5 metres increasing to an overall height of 4.3 metres. The outbuilding is set back 30 metres from the rear (northern) lot boundary and 20 metres from the side (eastern) lot boundary and is therefore compliant from a setback perspective.

A location plan and aerial imagery are provided as **Appendix 13.3.1** and **Appendix 13.3.2**.

The applicant's proposal is provided as **Appendix 13.3.3**.

COMMENT

Stakeholder Consultation

Not applicable.

PLANNING FRAMEWORK

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

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

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

Clause 3.4.2 of LPS 9 outlines the process in dealing with uses not listed in the Zoning Table:

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

–

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

The proposal is deemed to be consistent with the objectives of the Rural Living zone and is therefore permitted, subject to relevant conditions.

As the proposal relies upon the construction of a dwelling to satisfy LPS 9, it is recommended that an appropriate condition be imposed to ensure that the landowners follow through on their commitment to build a dwelling in conjunction with the outbuilding and, should that not occur, requiring that the structure is removed.

Setbacks

The development is required to be set back 20 metres from all lot boundaries in accordance with 'Table 2 – Site Requirements' under LPS 9. The proposed outbuilding is set back in excess of 20 metres and is therefore compliant.

Planning and Development (Local Planning Scheme) Regulations 2015 (the Regulations)

The Regulations are subsidiary legislation created under the *Planning and Development Act 2005* that include 'Deemed Provisions' which apply to every local planning scheme throughout the State.

In accordance with Schedule 2, Part 9, Clause 72 of the Deemed Provisions, the local government may impose conditions limiting the period of time for which development approval is granted.

Note: A temporary development approval is where the local government grants approval for a limited period. It does not have any effect on the period within which the development must commence.

The above clause permits time limited approvals to be imposed. The rationale behind the time limited condition has been outlined above.

Summary

In summary, the proposed Use Not Listed (Outbuilding) can be appropriately regulated via conditions of approval. On that basis the officer recommends conditional support for the development.

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
Part 3 – Zones and the Use of Land
3.2 Objectives of the Zones
3.2.6 Rural Living Zone
3.4.2 Interpretation of the Zoning Table (Use Not Listed)

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

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Balcombe

That Council grant Development Approval for a Use Not Listed (Outbuilding) on Lot 164 (207) Sovereign Hill Drive, Gabbadah subject to the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans and specifications, including any directions written in red ink by the Shire, unless otherwise conditioned in this Approval;
2. This approval is for a Use Not Listed (Outbuilding) only as indicated on the approved plans;
3. This approval is valid for a period of two years expiring on 17 May 2024, at which time the Use Not Listed (Outbuilding) is to be removed from the property unless the construction of a single house has been completed;
4. 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;
5. The outbuilding is not to be used for human habitation or any other industrial or any commercial use;
6. The approved outbuilding is to be constructed using new materials and be of a consistent colour scheme; and
7. Stormwater from all roofed and paved areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin.

Advice Notes:

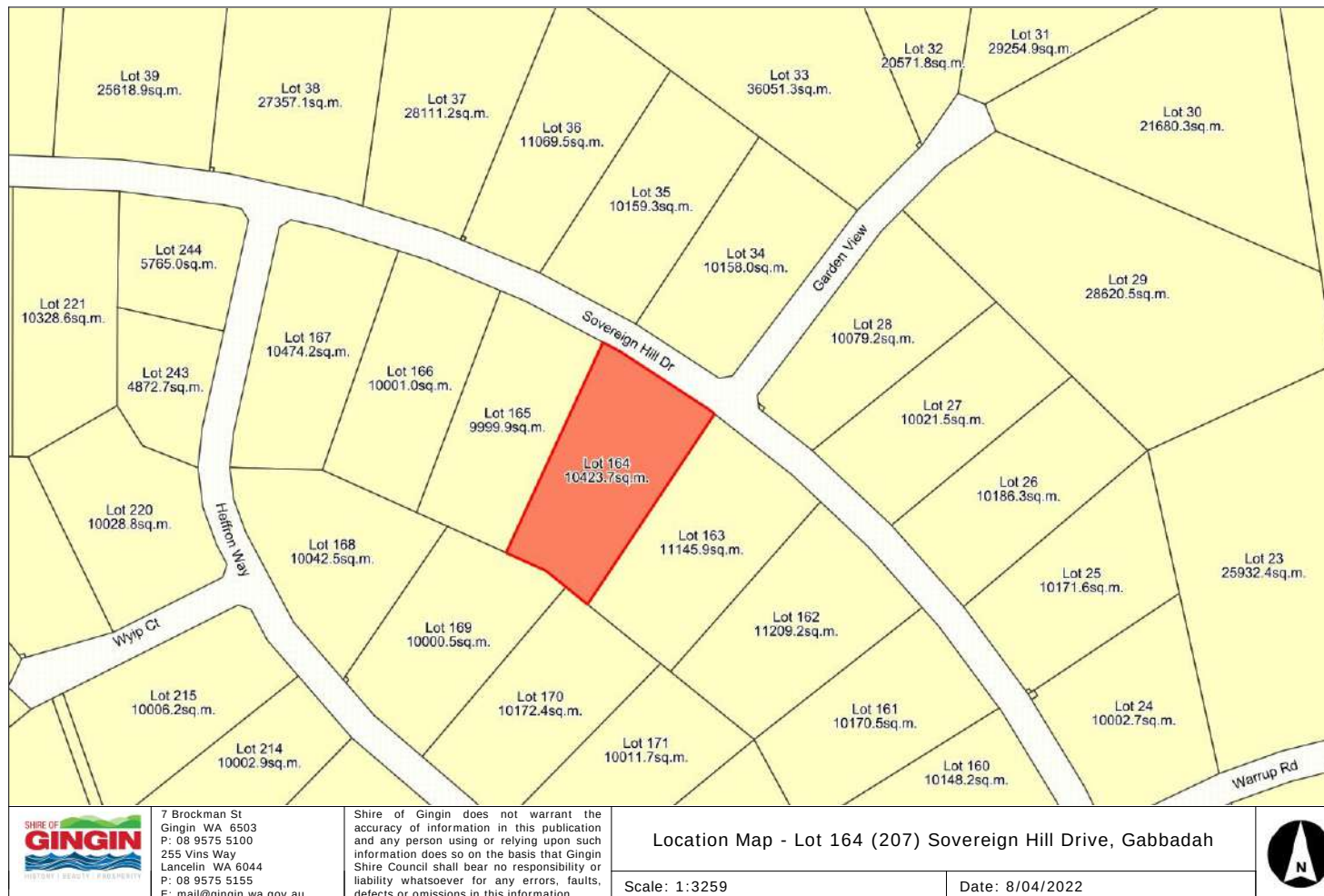
- Note 1:** If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision, under Part 14 of the *Planning and Development Act 2005*.
- Note 2:** If the development subject to this approval is not substantially commenced within a period of 2 years, the approval shall lapse and have no further effect.
- Note 3:** Where an approval has so lapsed, no development may be carried out without further approval of the local government having first been sought and obtained.
- Note 4:** Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Health Act 2016*, which are to be approved by the Shire of Gingin.

- Note 5: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.
- Note 6: It is the landowner's responsibility to implement and maintain bushfire protection and mitigation measures on their property.
- Note 7: Should the single house be constructed within the two-year approval period, the structure will be classified under the planning framework as an 'outbuilding' and therefore will be subject to an exemption from the need to obtain further development approval under Schedule A, Clause 61 (m) of Local Planning Scheme No. 9.

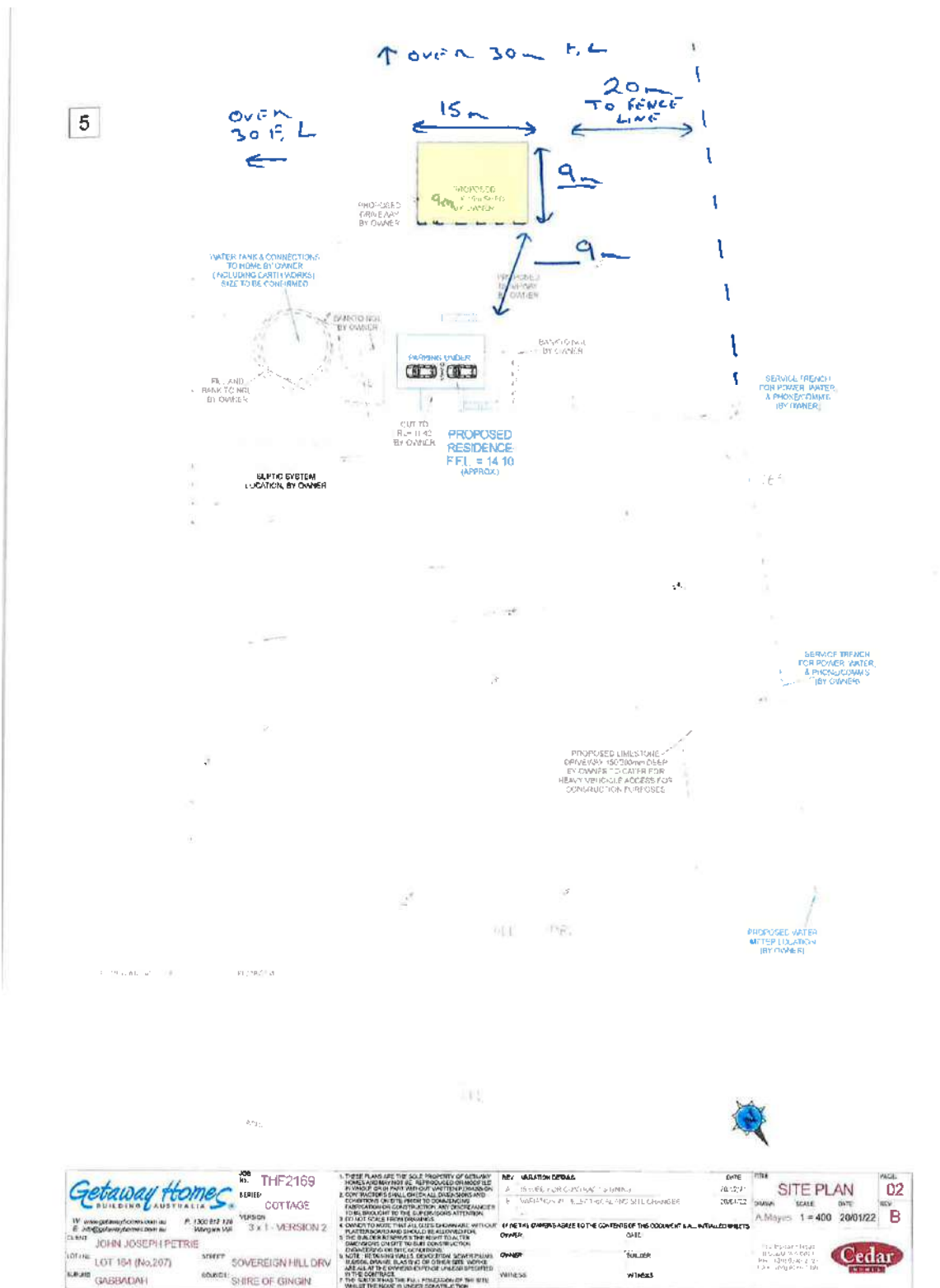
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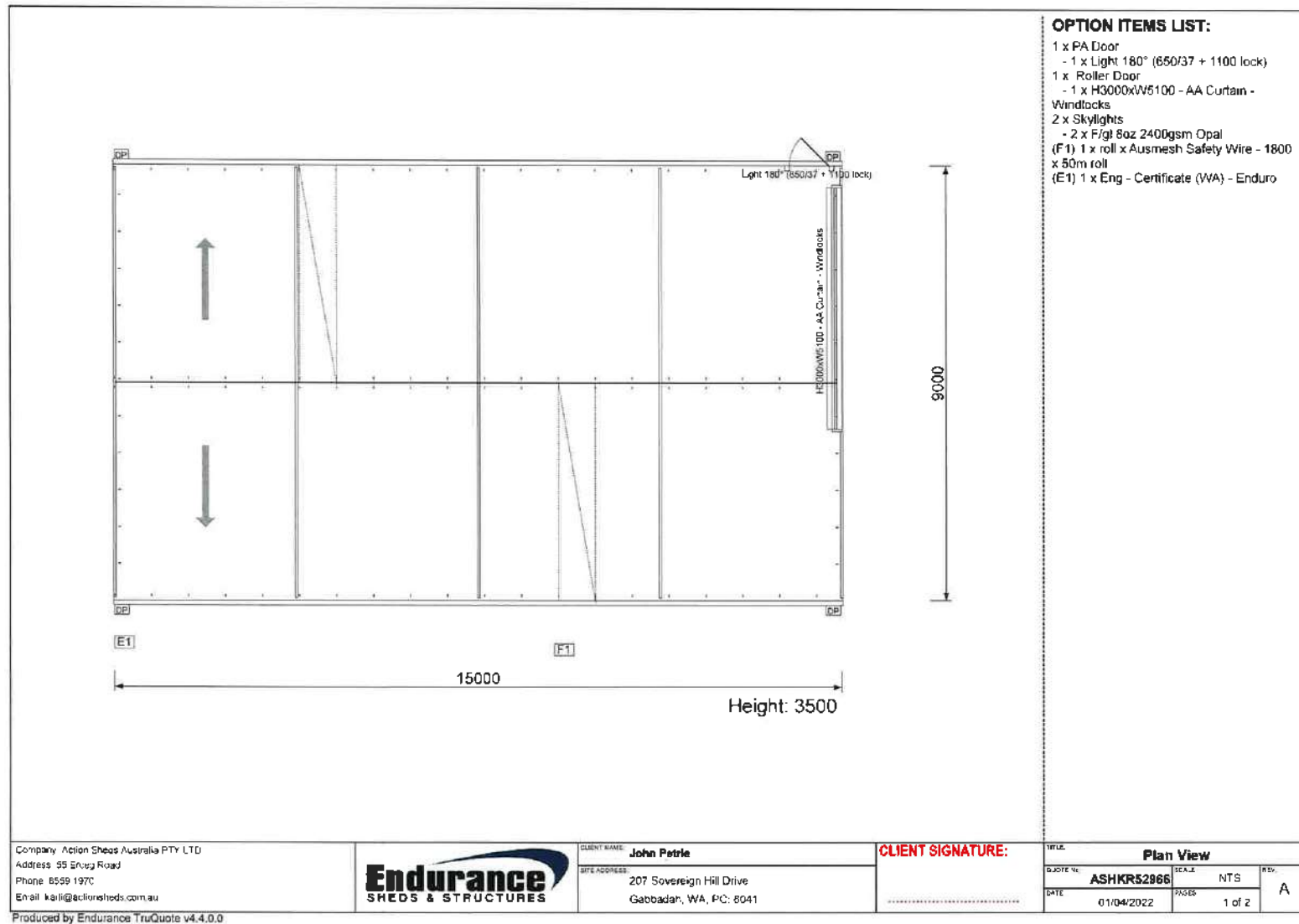
FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Court, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

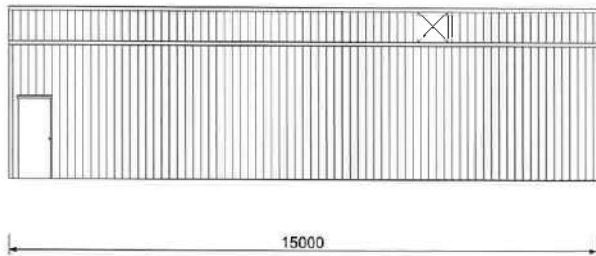
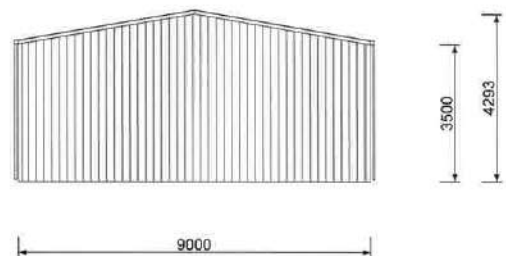
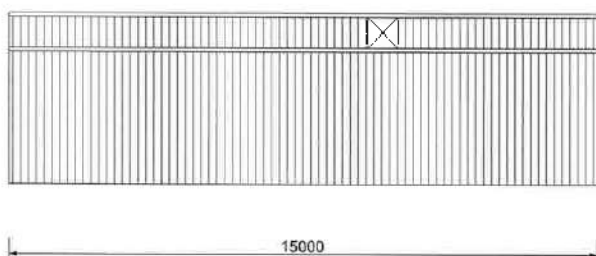
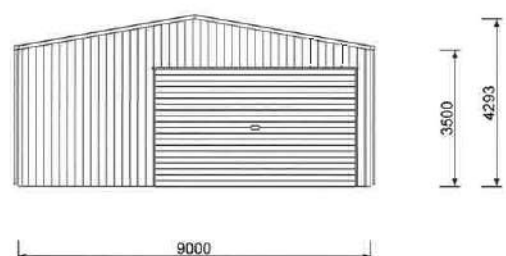
AGAINST: *Nil*









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 15000 Front	 9000 3500 4293 Right									
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DATE: 01/04/2022	PAGES: 2 of 2									

13.4 APPLICATION FOR DEVELOPMENT APPROVAL - USE NOT LISTED (CARPORT) AT LOT 316 (30) KANGAROO PLACE WOODRIDGE

File	BLD/7473
Applicant	Ellenbrook Sheds PTY LTD
Location	30 Kangaroo Place, Woodridge
Owner	Fritz Zemanek
Zoning	Rural Living 2
WAPC No	N/A
Author	Natasha Jurmann – Statutory Planning Officer
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	1. Aerial Map - Lot 316 (30) Kangaroo Place, Woodridge [13.4.1 - 1 page] 2. Location Map - Lot 316 (30) Kangaroo Place, Woodridge [13.4.2 - 1 page] 3. Applicant's Proposal [13.4.3 - 2 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a Carport on Lot 316 (30) Kangaroo Place, Woodridge.

BACKGROUND

The subject lot is 1 hectare in area and currently contains a shed that received a building permit issued in January 1997. It should be noted that the property does not contain a lawfully approved dwelling.

The proposed carport is 8 metres in length, 5 metres in width with a proposed wall height of 3.6 metres tapering to a ridge height of 4 metres. The applicant advises that the carport is to be used for 'storage' of the landowner's caravan.

An aerial photograph and location plan are provided as **Appendix 13.4.1** and **Appendix 13.4.2** respectively.

The applicant's proposal is provided as **Appendix 13.4.3**.

COMMENT

Stakeholder Consultation

The application was not advertised to surrounding landowners, as the use is not permitted and therefore cannot be supported.

PLANNING FRAMEWORK

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

The subject land is zoned Rural Living (RL) under LPS 9, the objectives of which are to:

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

The proposed development is viewed as being inconsistent with objective b) above, as the intent of the RL zone is to accommodate single dwellings at very low densities. Any other development on the land should be incidental to, or associated with, the predominant residential use. In this instance, no residential use exists and therefore the proposed structure assumes the classification of 'warehouse/storage', which is defined under LPS 9 as follows:

means premises including indoor or outdoor facilities used for –
(a) the storage of goods, equipment, plant or materials;
(b) the display or sale by wholesale of goods;

The use class 'warehouse/storage' is an 'X' use in the RL zone, which means that the use is not permitted by the Scheme. Note 4 under clause 3.3.3 of LPS 9 states:

The local government must refuse to approve any 'X' use of land. Approval to an 'X' use of land may only proceed by way of an amendment to the Scheme.

Given the above, the development is unable to be approved.

Setbacks

In accordance with 'Table 2 – Site Requirements' of LPS 9, all development shall be set back a minimum 20 metres from lot boundaries. This proposed development is adequately set back from the lot boundaries.

Special Control Area No. 2 – Public Drinking Water Source areas (SCA 2)

The land is located within SCA 2, however this has negligible relevance to this 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. In this instance, the following matters are considered to be relevant:

- (1) Development approval cannot be granted on an application for approval of -*
 - (a) development that is a class X use in relation to the zone in which the development is located, unless -*
 - (i) the development relates to land that is being used for a non-conforming use; and*
 - (ii) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use;*

Comment

The officer is of the view that this provision reinforces clause 3.3.3 of LPS 9, by outlining that an 'X' use is unable to be approved. Non-conforming use provisions are not viewed as having a significant impact on the assessment, as any furtherance to use of the land for storage purposes exacerbates conflict with the objectives of the RL zone.

- (b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*

Comment

The term 'orderly and proper planning' is one that is used often by town planners as a test to determine whether approval of an application should be given. The term takes on different meanings depending upon the factual scenario at hand. A review of various SAT cases reveals that orderly and properly planning has been described as follows:

The exercise of a discretion within the planning context should be conducted in an orderly way - that is, in a way which is disciplined, methodical, logical and systematic, and which is not haphazard or capricious...

If the exercise of discretion is to be an orderly one, the planning principles identified as relevant to an application should not be lightly departed from without the demonstration of a sound basis for doing so which basis is itself grounded in planning law or principle. A broad range of considerations may be relevant in that context. (Marshall v Metropolitan Redevelopment Authority [2015] WASC 226)

The preceding assessment outlines that objectives of the zone are compromised and that the use class is prohibited. The officer is of the view that it would be inconsistent with the principles of orderly and proper planning for a determination other than a refusal being forthcoming.

(w) The history of the site where the development is to be located;

Planning assessments are required to have regard to the full history of the site and the existing situation on the property in the context of the development being assessed.

In this instance the officer is of the view that the site history is relevant, as the property contains a standalone shed which takes on the use class 'storage'. Under the current planning framework this is prohibited.

Notwithstanding the above, it is noted that the building permit issued in 1997 explicitly states that the shed is not to be used for human habitation. A desktop review of the property, and a site inspection undertaken, indicates that the existing shed may currently be used for habitable purposes (i.e. dwelling), in which case compliance action ought to be instigated.

Summary

As the proposed use (Storage) is not permitted in the Rural Living Zone, the Shire is unable to approve the application.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 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 Peczka

SECONDED: Councillor Court

That Council refuse Development Approval for a Carport on Lot 316 (30) Kangaroo Place, Woodridge for the following reasons:

1. The carport assumes the use class 'warehouse/storage' under Local Planning Scheme No. 9 as it is not associated with, or incidental to, a lawfully approved residential development. The carport is therefore an 'X' use, meaning that the use is prohibited and unable to be approved;
2. Approval of the development would be inconsistent with objective (b) under clause 3.2.6 of Local Planning Scheme No. 9. Clause 67 (2) (a) of the Deemed Provisions is therefore not satisfied; and
3. Approval of the development would be inconsistent with the principles of orderly and proper planning. Clause 67 (2) (b) of the Deemed Provisions is therefore not satisfied.

Advice Notes

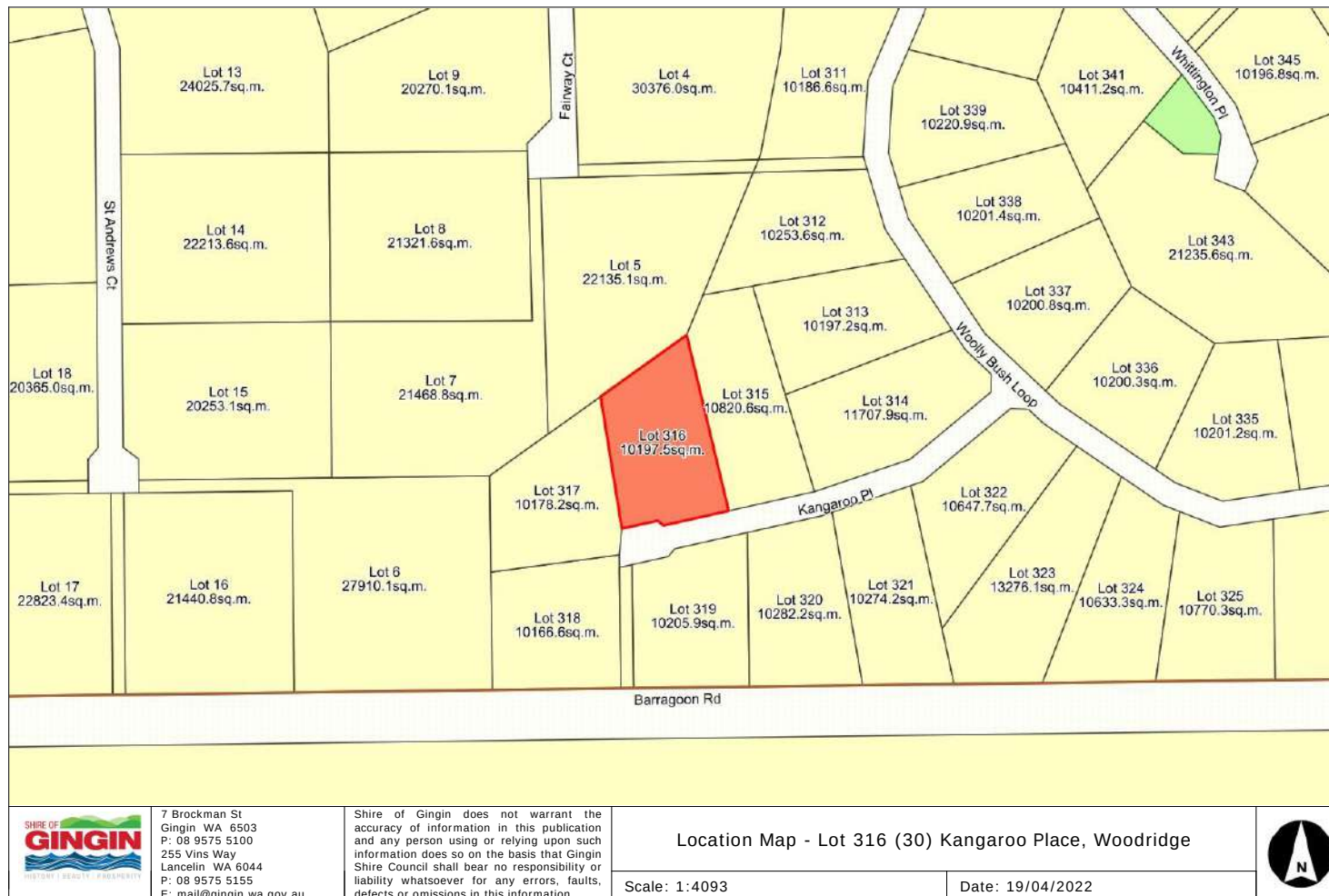
Note 1: If you are aggrieved by this decision, you have the right to request that the State Administrative Tribunal (SAT) review the decision, under Part 14 of the *Planning and Development Act 2005*.

**CARRIED UNANIMOUSLY
9 / 0**

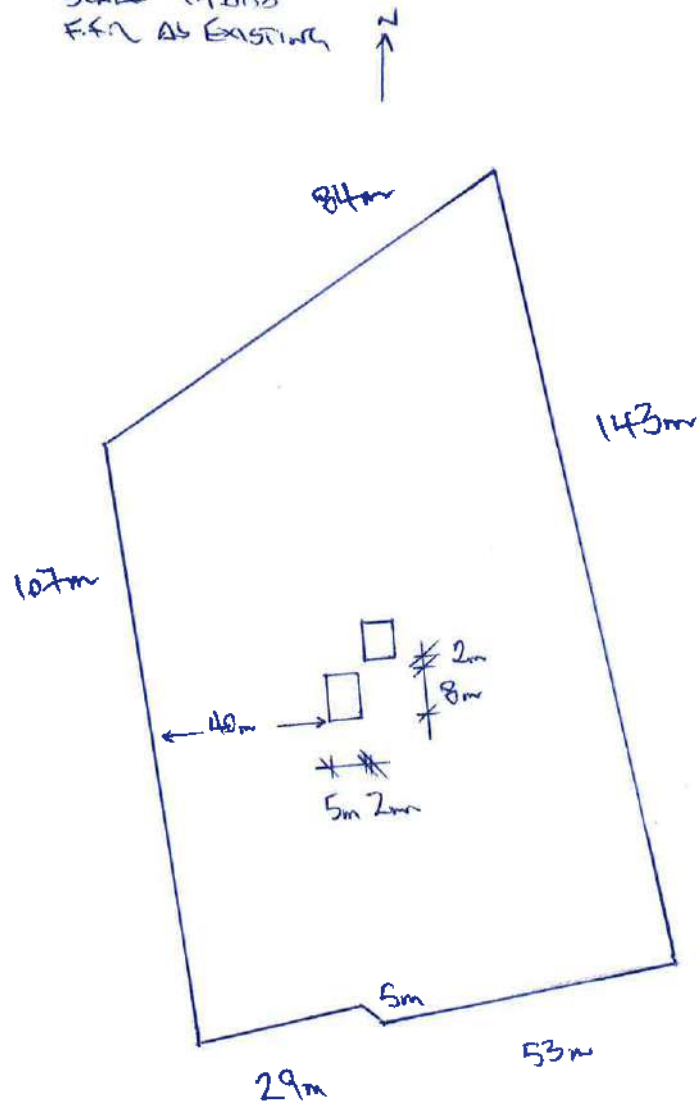
FOR: *Councillor Fewster, Councillor Rule, Councillor Balcombe, Councillor Court, Councillor Johnson, Councillor Kestel, Councillor Peczka, Councillor Sorensen and Councillor Vis*

AGAINST: *Nil*

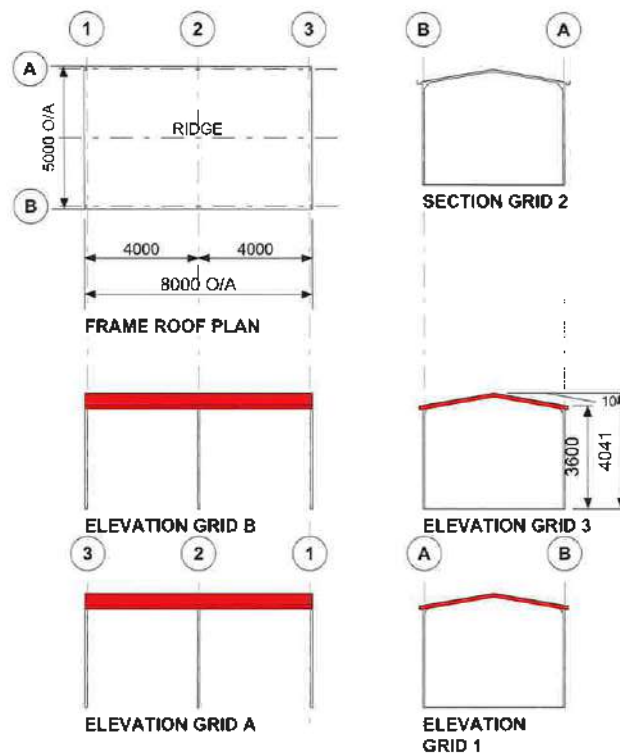




Malaysian Carport
for
SKITZ ZEMANEX
30 KAWARANG R. WOODSIDE
SCALE 1:1000
FFA AS EXISTING



30 KAWARANG R. WOODSIDE



Copyright 2022
Lysaght Building
Solutions Pty Ltd
trading as RANBUILD

CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	CJSTOM ORB 0.42 BMT	CB	AA
WALLS	-		
CORNERS	-		
BARGE	-	CB	AA
GUTTER	SHEERLINE	CB	AA
DOWNPIPE	100x50	CB	AA

0.35bmt=0.40tct; 0.42bmt=0.47tct, 0.48bmt=0.53tct

ACCESSORY SCHEDULE & LEGEND		
QTY	MARK	DESCRIPTION

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

WIND DESIGN			
IMPORTANCE LEVEL	REGION	TERRAIN	Ms
2	A	2.5	1.0

CLIFNT
Fritz Zemanek

SITE
30 Kangaroo Place

WOODRIDGE WA 6041

BUILDING
GABLE CARPORT
5000 SPAN x 3600 EAVE x 8000 LONG

TITLE	GENERAL ARRANGEMENT

SCALE A4 SHEET 1/200	DRAWING NUMBER 415706-GA	REV A	PAGE 1/1

13.5 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED EXPANSION OF A COMPOSTING FACILITY ON LOT 12 AURISCH ROAD, BOONANARRING.

File	BLD/2775
Applicant	Donovan Farrell
Location	Lot 12 Aurisch Road, Boonanarring
Owner	Donovan Farrell and Patricia Farrell
Zoning	General Rural
WAPC No	NA
Author	James Bayliss – Coordinator Statutory Planning
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	6 February 2009 - Item 11.3.2 23 July 2010 - Item 11.3.6 15 July 2014 - Item 11.1.6 19 June 2018 - Item 11.3.6 15 December 2020 - Item 11.3.1
Appendices	1. Location Map - Lot 12 (276) Aurisch Road, Boonanarring [13.5.1 - 1 page] 2. Aerial Map - Lot 12 (276) Aurisch Road, Boonanarring [13.5.2 - 1 page] 3. Applicant's Proposal - Redacted version [13.5.3 - 153 pages] 4. Further Information from Altus Planning [13.5.4 - 6 pages] 5. Traffic Impact Assessment [13.5.5 - 32 pages] 6. Schedule of Submissions and Recommended Responses [13.5.6 - 8 pages] 7. Applicant's response to Schedule of Submissions [13.5.7 - 8 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval to expand the existing Composting Facility on Lot 12 Aurisch Road, Boonanarring.

BACKGROUND

The composting facility currently consists of an enclosed forced aeration pasteurisation processing system, open-air windrow composting processing, automated packaging plant, shredding and grinding plant, equipment and hardstand areas, with a current processing capacity of up to 49,500 tonnes per annum (tpa).

A location plan and aerial photograph are provided as **Appendix 13.5.1** and **Appendix 13.5.2** respectively.

Approval History

The original development approval for the composting facility was approved by Council at its meeting on 6 February 2009, subject to conditions. An amendment was subsequently approved by Council at its meeting on 23 July 2010 to increase capacity from 5,000 tpa to 50,000 tpa.

An additional amendment was approved by Council at its Meeting on 15 July 2014 to relocate the facility within the subject allotment, including the provision of an outdoor hardstand area and a leachate dam.

Further approval was issued by Council at its meeting on 19 June 2018 for a leachate dam and additional hardstand area to enable a more efficient composting process.

Further approval was issued by Council at its meeting on 15 December 2020 for an additional hardstand area and a leachate dam to allow the facility to further increase output capacity closer to the previously approved 50,000 tpa.

Proposed Development

The Proponent proposes to expand its existing composting facility from 50,000tpa to 124,000tpa to cater mainly for increased demand for organic waste disposal, with most of the increased throughput being Food Organics and Garden Organics (FOGO) material.

Food organics include waste food, inedible food, and parts of food that are not consumed and/or are considered undesirable (such as seeds, bones, coffee grounds, skins and peels). Garden organics include organic wastes that arise from gardening and maintenance activities, such as lawn clippings, leaves, cuttings and branches.

Metropolitan local governments are increasingly introducing a three-bin kerbside collection system, which includes separation of FOGO material from other waste categories. The *Waste Avoidance and Recovery Strategy 2030* aims for all local governments in the Perth and Peel regions to have implemented this system by 2025.

Please note that following lodgement and completion of stakeholder consultation, the operator has appointed a planning consultant to assist with the approvals process and to prepare information in support of the development. Various aspects of the proposal have been amended, namely removal of inorganic material throughput, commissioning of a Bushfire Management Plan prepared by a qualified consultant and commissioning of a Traffic Impact Assessment in response to comments from Main Roads Western Australia (MRWA).

Although the development has been revised, the intention is for the composting facility to ultimately operate as originally proposed. The approvals process will, however, be a staged approach. This report relates to Stage 1, which involves the receipt of only organic materials, which have been principally decontaminated off-site.

The full intent of the Applicant's proposal (including receipt of non-organic material) will be pursued via a scheme amendment as a 'Resource Recovery Centre', the merits of which will be considered at the relevant time. It should not be assumed that any pre-determined outcome of a future amendment has been considered, as that proposal will be scrutinised at the applicable time.

The applicant's proposal is provided as **Appendix 13.5.3**. Portions of this document have been redacted to protect intellectual property relevant to the operator's business.

Please note that an unredacted version is provided to Council under separate cover as a confidential appendix.

Additional information and clarification by the Applicant's planning consultant is provided as **Appendix 13.5.4**.

The Traffic Impact Assessment prepared by Shawmac Civil, and Traffic Engineers is provided as **Appendix 13.5.5**.

The expansion comprises of the following additional infrastructure:

- Decontamination Shed (20 m x 30 m x 9.8 m container and dome shelter);
- 12 x Fully Enclosed Forced Aeration Static Pile Pasteurisation Bunkers including Leachate Collection Systems (28 m x 7 m x 9.5 m with 7m ceiling height, concrete tilt panels) and associated 20 m wide Tipping Apron;
- Leachate Pond 1 removed and replaced (1,425 m²/3,050 m³ storage + 500 mm freeboard);
- Hardstand 4 (100 m x 160 m);
- Leachate Pond 4 (2,660 m²/5,880 m³ storage + 500 mm freeboard);
- Hardstand 5 (100 m x 160 m);
- Leachate Pond 5 (2,660 m²/5,880 m³ storage + 500 mm freeboard);
- Leachate Pond 6 (6,445 m²/16,895 m³ storage + 500 mm freeboard);
- Storage Pond 1 (5,900 m²/12,100 m³ storage + 500 mm freeboard);
- Storage Pond 2 (6,580 m²/13,600 m³ storage + 500 mm freeboard)

- Finished Product Storage Area (120 m x 97.5 m ave.); and
- 2 x Packaging/Storage Sheds (27 m x 15.5 m x 7 m high with 5.5 m ceiling height, steel frame/cladding);
- Associated items:
 - Pond Aerators in each pond;
 - Pond Safety Systems in each pond;
 - Fencing around each pond; and
 - 2 x freshwater storage tanks (150kL);
- Groundwater Monitoring Bores:
 - 1 x Decommissioned and replaced (MB3); and
 - 3 x New (MB9, MB10, MB11).

COMMENT

Stakeholder Consultation

The application was advertised to the surrounding landowners for a period of 14 days in accordance with clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The Shire received one general comment, which suggested that the development as advertised may constitute a landfill site. The use classification is addressed in the report below.

The application was also advertised to the following State agencies for a period of 42 days in accordance with clause 66 of the *Planning and Development (Local Planning Scheme) Regulations 2015*:

- Department of Planning, Lands and Heritage (DPLH);
- Department of Water and Environmental Regulation (DWER);
- Department of Primary Industries and Regional Development (DPIRD);
- Department of Mines, Industry Regulation and Safety (DMIRS);
- Department of Biodiversity, Conservation and Attractions (DBCA);
- Department of Fire and Emergency Services (DFES);
- Department of Health (DoH);
- Western Power;
- Main Roads Western Australia (MRWA); and
- Dampier to Bunbury Pipeline land management.

A copy of the Schedule of Submissions and Recommended Responses is provided as **Appendix 13.5.6**.

The applicant has provided a response to the Schedule of Submissions, which is provided as **Appendix 13.5.7**.

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

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

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

The development has previously been determined as being consistent with the objectives of the zone and this expansion is no different.

The development, or components of the development, could arguably fall under various land uses under LPS 9. The below section provides an overview of the various use classes.

‘Composting’ is defined as follows:

Means the controlled process whereby compostable organic wastes, which may include liquid organic wastes, but not any liquid wastes classed as Listed Waste, Radioactive Waste or Hazardous Waste, are pasteurised and microbiologically transformed under aerobic and thermophilic conditions.

Composting is an ‘A’ use within the General Rural zone. This means the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the Deemed Provisions.

The officer notes that the proposed development utilises a ‘controlled process’ with the throughput consisting of a variety of organic wastes (comprising solid and liquid waste). However, the original proposal sought approval to use material that could not be classified as ‘organic waste’. The amount of inorganic material was not insignificant and resulted in the overall development potentially being more aligned with the use class ‘Landfill Site’, hence the revised submission.

In the officer’s view the revised throughput material, in conjunction with clarification regarding the FOGO material, enables the facility to be appropriately classified as ‘composting’, notwithstanding that some FOGO material will contain incidental non-organics that require removal prior to the ‘composting’ process.

Given the limited quantity of contaminated material being removed from the FOGO prior to blending with other compostable organic waste, removal of such material does not change the character or nature of the use in substantive planning terms.

The decontamination/sorting process is integral to and part of the controlled composting process and therefore would not properly be considered as a separate land use or change the character of the land use to that of a landfill site.

The officer is of the view that the revised development is most appropriately aligned with the use class 'composting' under LPS 9.

'Landfill Site' is defined as follows:

Landfill site means land where waste including Landfill Class I to V as defined within the Department of Environmental Protection (Department of Environment and Conservation) document titled Landfill Waste Classification and Waste Definitions 1996 (as amended) is stored, processed, recycled or buried.

A 'Landfill Site' is not permitted within the General Rural zone or in any other zone in the scheme's zoning table, and requires a scheme amendment to enable approval.

The proposal does seek to receive both solid and liquid 'waste', to be processed (decontaminated, pasteurised, windrowed, composted/stabilised, screened and then packaged) to ultimately be recycled as a mulch/soil conditioner. The final product once processed constitutes an organic compost material, however it must go through several processes that, it could be said, are outlined in the definition of a landfill.

Whilst the development may not be a 'landfill site' in the sense of depositing waste over a tip face and subsequent burial, this is not the way that 'landfill site' is defined under LPS 9.

Whilst the definition of 'landfill site' encompasses the processing and recycling of waste, the definition should properly be construed to exclude composting processes given that those processes are the subject of a specific use classification. The insertion of a specific use classification into LPS 9 for 'composting' also suggests that the definition of 'industry-noxious' should be read down to exclude composting uses that fall within the scope of the 'composting' classification, notwithstanding that those processes may use manure.

If LPS 9 did not contain a definition for composting, it is likely that the development would be categorised as a landfill site.

'Industry – Noxious' is defined as follows:

Means an industry in which the processed involved constitute an offensive trade within the meaning of the Health Act 1911 (as amended), but does not include a fish shop, dry cleaning premises, laundromat, piggery or poultry farm.

Section 186 (1) of the *Health (Miscellaneous Provisions) Act 1911* provides that 'offensive trade' means and includes any of the trades specified in Schedule 2. The list of offensive trades in Schedule 2 includes 'manure works'. The development does blend manure into the other organic materials.

A 'Noxious Industry' is an 'A' use within the General Rural zone. This means the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the Deemed Provisions. This is the use class originally applied to the development, however it has been read down given that more applicable use classes have been identified under LPS 9 since the original approval.

While not applicable in this instance, given a use class under LPS 9 can be applied, it is relevant to outline that the Model Provisions under the *Planning and Development (Local Planning Scheme) Regulations 2015* contain a 'Resource Recovery Centre' use class.

A 'Resource Recovery Centre' is defined under the model provisions as follows:

Resource recovery centre means premises other than a waste disposal facility used for the recovery of resources from waste.

This may be a use classification that the operator considers applying for in the future subject to a scheme amendment, depending on the future intention of the overall facility.

Planning and Development (Local Planning Scheme) Regulations 2015 (the Regulations)

The Regulations are subsidiary legislation created under the *Planning and Development Act 2005* that include 'Deemed Provisions' which apply to every local planning scheme throughout the State.

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

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

Comment:

Due to the proposed location of the additional hardstand being to the south of the existing development area, the proposal is unlikely to be visible from the surrounding area. The officer is of the view that the development is compatible within the rural environment, mainly due to rural land generally being large in area and best suited to provide adequate buffer distances to adjoining properties and sensitive land uses.

- (s) *The adequacy of –*
- (i) *The proposed means of access to and egress from the site; and*
 - (ii) *Arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) *The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*

Officer Comment:

The proponent entered into a Deed of Agreement (DoA) with the Shire for the maintenance and upgrade of Aurisch Road as part of an earlier development approval in September 2017. The DoA has a trigger clause which requires that Aurisch Road be upgraded and sealed if more than 75 vehicle movements occur per day or maintenance costs exceed \$12,500 per annum.

It is unusual that the proposed development seeks to increase the throughput so significantly, yet the vehicle movement trigger points in the Deed are still not met. This notwithstanding, the vehicle movement numbers provided seem to be accurate.

It was also revealed during the assessment that the annual contribution (\$12,500) has never been paid to the Shire as per the terms of the DoA. This results in \$50,000 being outstanding at the end of this financial year as outlined in the table below. The officer notes that the Shire has never invoiced the operator for the annual contribution, so it is not as though the operator has attempted to evade paying the contribution.

Financial Year	Amount Payable	Arrears
July 2018 to June 2019	\$12,500	\$12,500
July 2019 to June 2020	\$12,500	\$25,000
July 2020 to June 2021	\$12,500	\$37,500
July 2021 to June 2022	\$12,500	\$50,000

Given the above, the officer suggests that a written agreement be entered into which outlines how the outstanding amount is to be resolved, while still receiving the annual contribution previously agreed under the DoA. The officer, in negotiation with the operator, suggests the following:

Revised Payment Plan	Amount Payable	Arrears
July 2021 to June 2022	\$25,000	\$25,000
July 2022 to June 2023	\$25,000	Nil
July 2023 to June 2024 (and ongoing)	\$12,500	Nil

While the outstanding amount is being paid, invoices from the Shire should clearly outline and separate the annual contribution from the outstanding amount.

Main Roads Western Australia (MRWA)

The officer is of the view that it is appropriate to address MRWA comments as it seeks to have the operator fund a design and upgrade to the intersection between Brand Highway and Aurisch Road. In response to these comments, the operator commissioned a TIA prepared by Shawmac which concludes that the estimated traffic generation can be accommodated within the predicted capacity of road network although the vegetation along the south side of the intersection will need to be cleared/maintained to ensure unobstructed sightlines. The TIA suggests that an intersection upgrade is not required.

The officer appreciates that MRWA seeks to protect its asset, however the officer also notes that the design and specifications that apply to State road upgrades generally stifle development of this nature due to costs that are borne by proponents. This is not a criticism of MRWA, it is simply an acknowledgement of the expense that proponents face when accessing State roads with heavy haulage vehicles.

The condition imposed by MRWA is considered to be inflexible with a predetermined outcome. As an alternative, the officer has recommended a condition that provides flexibility for the proponent to liaise with MRWA in relation to access arrangements (or seek alternate access), yet still provides assurance to MRWA that the development will not commence until it is satisfied that the integrity of its asset is not undermined as a result of the development. If no mutual agreement is reached between the parties, the condition will not be cleared, and the development will be unable to proceed.

The Applicant also confirms that negotiations have commenced with the neighbouring property to the north to acquire a portion of land that would enable a private road to be created between Aurisch Road and Wannamal Road West as the primary access route, avoiding use of the Brand Highway and Aurisch Road intersection. This option would be pursued if MRWA and the operator are unable to reach a mutual agreement in relation to access arrangements.

In view of the above, clauses 67(s) and (t) of the Deemed Provisions are able to be satisfied.

Guidance for the Assessment of Environment Factors – Separation Distances between Industrial and Sensitive Land Uses No. 3 (2005)

The EPA's Guidance Statement recommends the following separation distances for a compost facility with respect to odour:

- 1000m for manures, mixed food/putrescible and vegetative food waste; and
- 150m for green waste.

The EPA 'Draft Environmental Assessment Guideline for Separation Distances Between Industrial and Sensitive Land Uses (2015)' recommends the following separation distances:

- Liquid waste facility – 1000m; and
- Composting facility – case by case.

The existing buffer exceeds the recommended distances prescribed above.

The DWER has previously assessed the risk of odour impacts from the facility as moderate and acceptable subject to the management controls and regulatory controls applied through the operating license.

Notwithstanding the above, the DoH did raise comments in relation to the separation distance given the Odour Impacts Assessment (OIA) undertaken by APAM Consulting in November 2021 concluded that the future odour footprint under the originally proposed throughput and configuration could reach 1,300m.

The sensitive receptor is a dwelling 1,000m north-east of the development that is leased by the Operator for employees to reside in, with a long-term lease up to August 2033 (duration of the works licence). The risk of odour impacts at the other closest sensitive receptor located 1,820m west-south-west of the development, and at other sensitive receptors beyond this distance, is low.

The OIA concluded the following:

When considering the results of the odour assessments, the proposed operating conditions, the controls, and management, OPAM Consulting is confident that the current configuration and management of the composting activity at the Site by JD Organics has a low-risk odour impact.

While it is not ideal that odour from the overall development may extend to the nearest sensitive receptor, it should be assessed in the context that the dwelling is occupied and leased by the operator. The lease coincides with the duration of the works licence, and it may be beneficial for a condition of development approval to also limit the term of the approval to coincide with the works licence.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

SPP 3.7 provides a foundation for land use planning to address bushfire risk management. The subject lot is designated as being partially bushfire prone. The facility has prepared a Bushfire Management Plan (BMP) which has previously been reviewed and endorsed by the Shire.

The original approval pre-dates SPP 3.7 and therefore the accompanying BMP does not resemble the layout anticipated under SPP 3.7. The officer is aware that the BMP is currently being prepared by a consultant and that lodgement is imminent. Notwithstanding the comments from DFES, given the circumstances imposing a condition to this effect is appropriate.

Further Comments

The development is a prescribed premise under Schedule 1, *Environmental Protection Regulations 1987*, with a works approval (W6634/2022/1) issued by the DWER pending. The Department assesses the risks of emissions (i.e. dust, odour, noise, leachates) from prescribed premises and identifies the potential source, pathway and impact to receptors. The officer is aware that the DWER has provided a notice of intent to issue a works approval for the development.

Summary

In view of the above assessment, the officer is of the view that the proposed expansion of the existing composting facility is acceptable subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Planning Scheme No. 9

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

POLICY IMPLICATIONS

Guidance for the Assessment of Environment Factors – Separation Distances between Industrial and Sensitive Land Uses No. 3

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspirations	Attractions & Economy Actively Pursue Tourism and Economic Development
Strategic Objective	1.1 - Investment Attraction Foster relationships with key stakeholders to attract tourism/economic development initiatives that will contribute to the Shire's economy.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis

SECONDED: Councillor Kestel

That Council grant development approval for an expansion to the existing composting facility and associated infrastructure on Lot 12 Aurisch Road, Boonanarring subject to the following conditions:

1. The land use and development shall be undertaken in accordance with the approved stamped plans and specifications, including any directions written in red ink or modifications required as a consequence of any condition(s) of this approval;
2. This approval is only for composting and associated infrastructure as indicated on the approved plans;
3. This development approval is granted for a limited period and shall expire on 17 May 2033;
4. The development shall only accept and process compostable organic wastes and shall not accept and process any non-organic wastes including but not limited to listed waste, radioactive waste and hazardous waste. However, this condition shall not preclude the acceptance and processing of Food Organics and Garden Organics (FOGO) material provided the quantity of contaminated material does not exceed the amount specified in the approved Operating Strategy;
5. Prior to the commencement of the approved use, the landowner/applicant is required to submit a revised Operating Strategy to the Shire of Gingin for approval, in liaison with relevant State agencies (as necessary), that includes, but may not be limited to, the following:
 - a. revised throughput material table;
 - b. waste disposal frequency and method;
 - c. revised site access and vehicle movements;

- d. revised fire management practices;
 - e. revised stable fly management plan; and
 - f. vermin control.
6. The approved Operating Strategy is to be implemented and adhered to thereafter to the satisfaction of the Shire of Gingin;
 7. Prior to the commencement of the approved use, the landowner/operator is required to upgrade the existing crossover, at their expense, to the satisfaction of the Shire of Gingin. The landowner/operator shall maintain the crossover in a good condition thereafter;
 8. Prior to the commencement of site works, the landowner/applicant shall enter into a written Agreement with the Shire of Gingin that resolves outstanding road maintenance contribution payments;
 9. Prior to the commencement of site works, the landowner/operator shall demonstrate to the Shire of Gingin that an access agreement (if required) has been entered into with Main Roads Western Australia in relation to any intersection upgrades between Aurisch Road and Brand Highway. The landowner/operator shall be responsible for all costs related to any legal agreements or design works;
 10. Prior to the commencement of the approved use, the landowner/operator shall demonstrate to the Shire of Gingin that upgrade works (if required) to the Aurisch Road and Brand Highway intersection have been completed in consultation with and to the satisfaction of Main Roads Western Australia. The applicant/operator shall be responsible for all costs related to the road upgrades and any associated works;
 11. Prior to the commencement of site works, the landowner/operator is required to submit a revised Bushfire Management Plan to the Shire of Gingin for approval, in liaison with relevant State agencies (as necessary), that demonstrates compliance with State Planning Policy 3.7 and the associated Guidelines; and
 12. The landowner/operator is required to keep accurate and auditable records of throughput material, including the extent of contaminated material, and shall provide the Shire of Gingin with a copy of such records within 21 days upon written request.

Advice Notes

- Note 1: If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision under Part 14 of the *Planning and Development Act 2005*;
- Note 2: If the development subject to this approval is not substantially commenced within a period of two years, the approval shall lapse and have no further effect;

- Note 3: Where an approval has so lapsed, no development may be carried out without further approval of the local government having first been sought and obtained;
- Note 4: Further to this approval, the applicant is required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* and *Health Act 2016*, which are to be approved by the Shire of Gingin;
- Note 5: This approval is not an approval under any law other than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws;
- Note 6: The applicant/landowner is reminded that this Development Approval is not to be interpreted as an approval to remove native vegetation without a clearing permit issued by the Department of Water and Environmental Regulation (DWER);
- Note 7: It is advised that the proposal should at all times comply with the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2016* in order to minimise the effects of stable flies on the community;
- Note 8: The operation will be required to comply with the *Environmental Protection (Noise) Regulations 1997*;
- Note 9: In relation to the crossover upgrade, please be advised that the Shire's Crossover Specification Drawing Number SoG/STD-10, Type B dated January 2021 is the applicable standard.
- Note 10: The definition of 'Composting' under Local Planning Scheme No. 9 for the purpose of this approval is as follows:
- Means the controlled process whereby compostable organic wastes, which may include liquid organic wastes, but not any liquid wastes classed as Listed Waste, Radioactive Waste or Hazardous Waste, are pasteurised and microbiologically transformed under aerobic and thermophilic conditions;*
- Note 11: It should be noted that the composting facility will require works approval and/or licensing requirements under Part V of the *Environmental Protection Act 1986* which is to be issued by the Department of Water and Environmental Regulation (DWER);

Note 12: Please be advised that the Department of Health recommends that the dwelling lease by the operator is fitted with sealed windows, door openings, effective fly screens and appropriate ventilation;

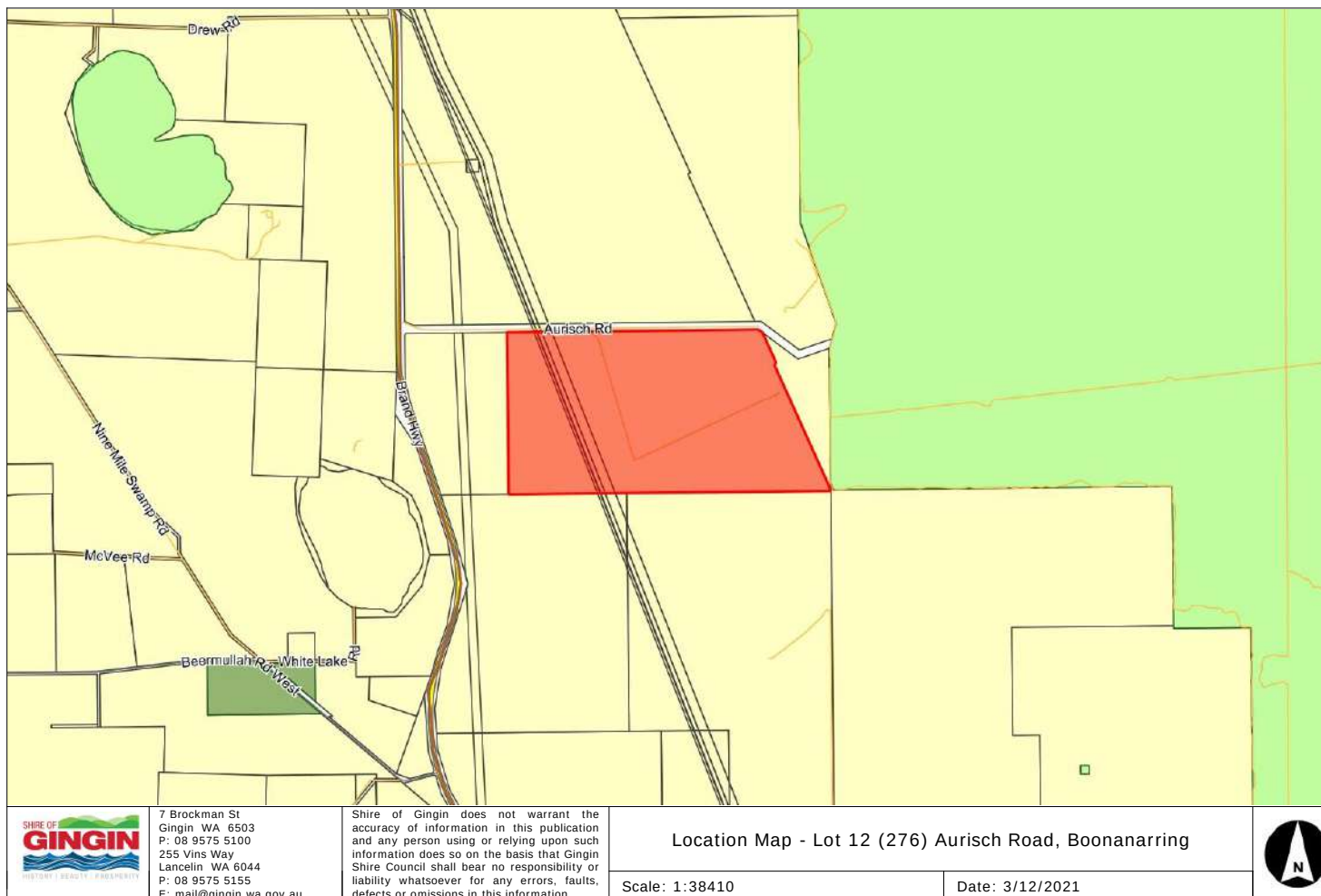
Note 13: Please be advised that, further to this approval, an Offensive Trade Licence may be required prior to commencement of operations. Please contact the Shire of Gingin's Health Department in this regard.

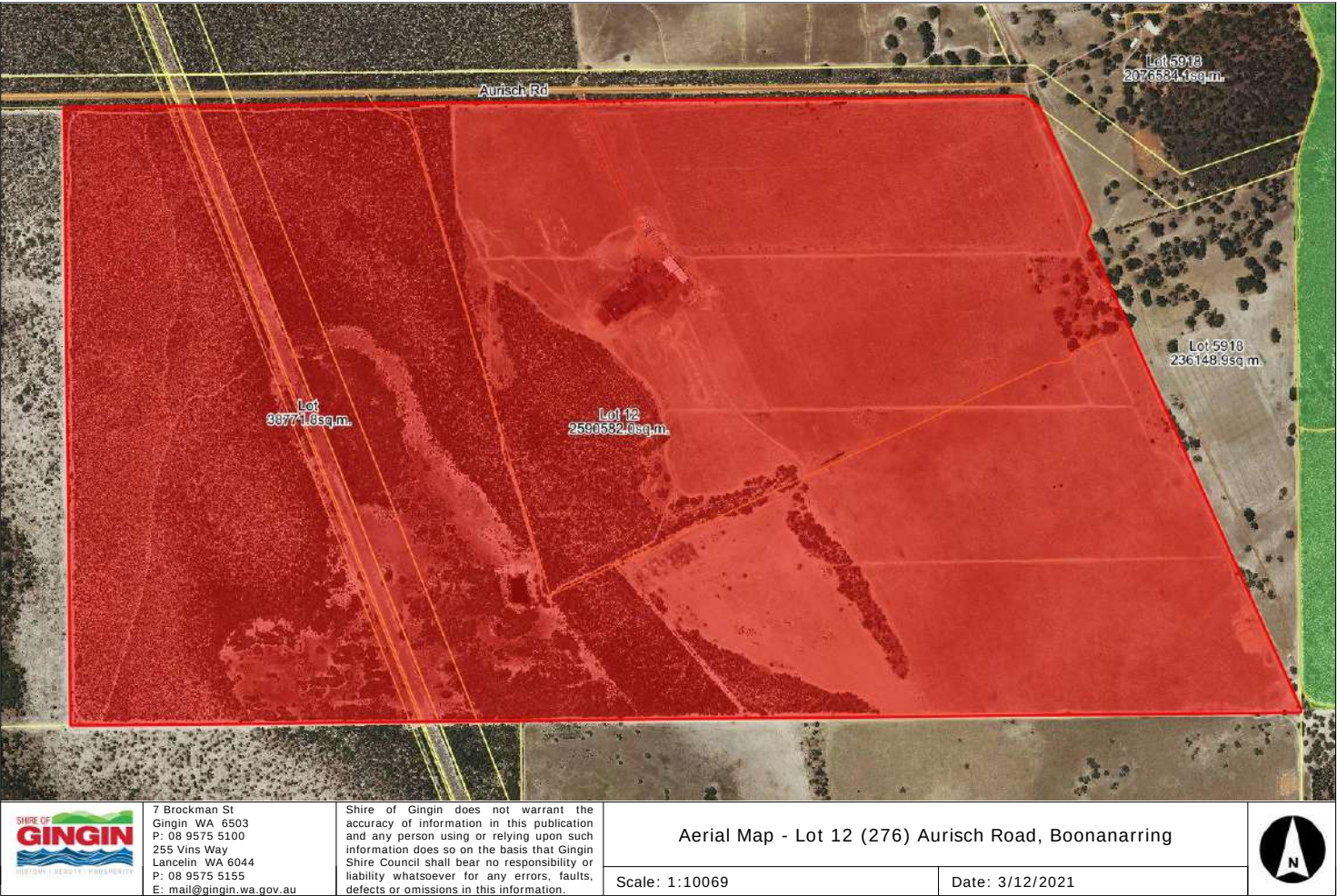
CARRIED UNANIMOUSLY

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

AGAINST: *Nil*







JD ORGANICS COMPOSTING FACILITY

276 AURISCH ROAD, BOONANARRING

PLANNING APPROVAL APPLICATION
SUPPORTING DOCUMENTATION



Prepared for
JD ORGANICS PTY LTD

IW Projects Pty Ltd
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1. Introduction

JD Organics Pty Ltd, trading as GO Organics (the Proponent) owns and operates the composting facility at 276 Aurisch Road, Boonanarring. The Proponent proposes to expand its existing composting facility to cater for increased demand for organic waste disposal, including Food Organics and Garden Organics (FOGO) materials.

The Proponent has recently expanded the composting facility size and throughput; however, with the increased demand for the disposal of organic waste materials, in particular FOGO materials, it is necessary that the facility be expanded further.

With the existing composting facility operating under an existing Planning Approval, any expansion to the facility requires another Planning Approval.

This document provides the supporting information for the Planning Approval Application.

2. The Proponent

The Proponent for the development of the expanded composting facility is
JD Organics Pty Ltd:

Suite 5, 56 Creaney Drive
KINGSLEY WA 6168

3. Premises Location and Details

Premises Location

The site is located at 276 Aurisch Road, BOONANARRING, 22 km northwest of the town of Gingin, off the Brand Highway.

Premises Description

Lot 12
Volume 2090
Folio 770
Diagram 92147
Area 25.9135 ha

Appendix No. 1 – Site Plan provides details of the site, including current and proposed infrastructure.

Appendix No. 2 – Prescribed Boundary Plan provides details of the Prescribed Boundary, which has been expanded to incorporate all of the proposed works and potential future development.

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JD Organics Composting Facility

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4. Environmental Approval

The Proponent has submitted a Works Approval Application to the Department of Water and Environmental Regulation (DWER) for the proposed development. The Works Approval Application will be processed in parallel with the Planning Approval Application.

There have been no environmental issues identified with the proposed activities.

5. Ministerial Requirements

Environmental Protection Act Part IV - The proposal has not been assessed by the Environmental Protection Authority (EPA) and has no associated Ministerial Conditions.

6. Existing Site

The existing site activity includes the following:

- Composting activity in accordance with the facility operating licence; and,
- Mineral sand mining activity (unrelated to the composting activity).

The composting facility comprises an enclosed forced aeration pasteurisation processing, open-air windrow composting processing, automated packaging plant, shredding and grinding plant and equipment and hardstand areas with current compost processing capacity of up to 49,500 tonnes per annum (tpa). This annual facility throughput includes 5,000 tpa of liquid waste.

The mineral sand mining is being carried out on the eastern portion of the site and is anticipated to be completed and the site backfilled and rehabilitated within five years.

The farmhouse located at approximately 1km north-east of the facility will be leased by the Proponent for its employees with a long-term lease up to August 2033 (duration of the licence). In addition, a 700m wide mine pit is currently being excavated between the facility and this farmhouse. The new closest sensitive receptor is located at 1.82 km west-south-west of the facility.

Surrounding Environment Features - The nearest:

- North – The composting facility is on a large block of land, with approximately 270 m from the composting facility to the site boundary. To the north of the site is native vegetation (northwest) and agricultural land that is currently a mineral sand mine (northeast);
- South – 430 m to the site boundary. Beyond the property boundary agricultural land;
- East – 850 m to the site boundary. Beyond the boundary agricultural land and native bush. A residential farmhouse is on this neighbouring property, at 950 m from the composting facility. The Proponent will establish a long-term lease over this farmhouse through to August 2033 (Licence expiry date); and,
- West – 1,000 m to the site boundary. Beyond the boundary there is native vegetation, agricultural land and the Brand Highway

Wetlands:

- A line of shallow lakes generally running north south at approximately 2 km to the west of the site. Most of the lakes are unnamed. White Lake and Beermulla Lake being the nearer, larger, named lakes. All of the lakes, other than one small lake approximately 1.5 km to the south-west of the proposed expanded composting facility are across Brand Highway; and,
- The Boonanarring Nature Reserve is 1 km to the east.

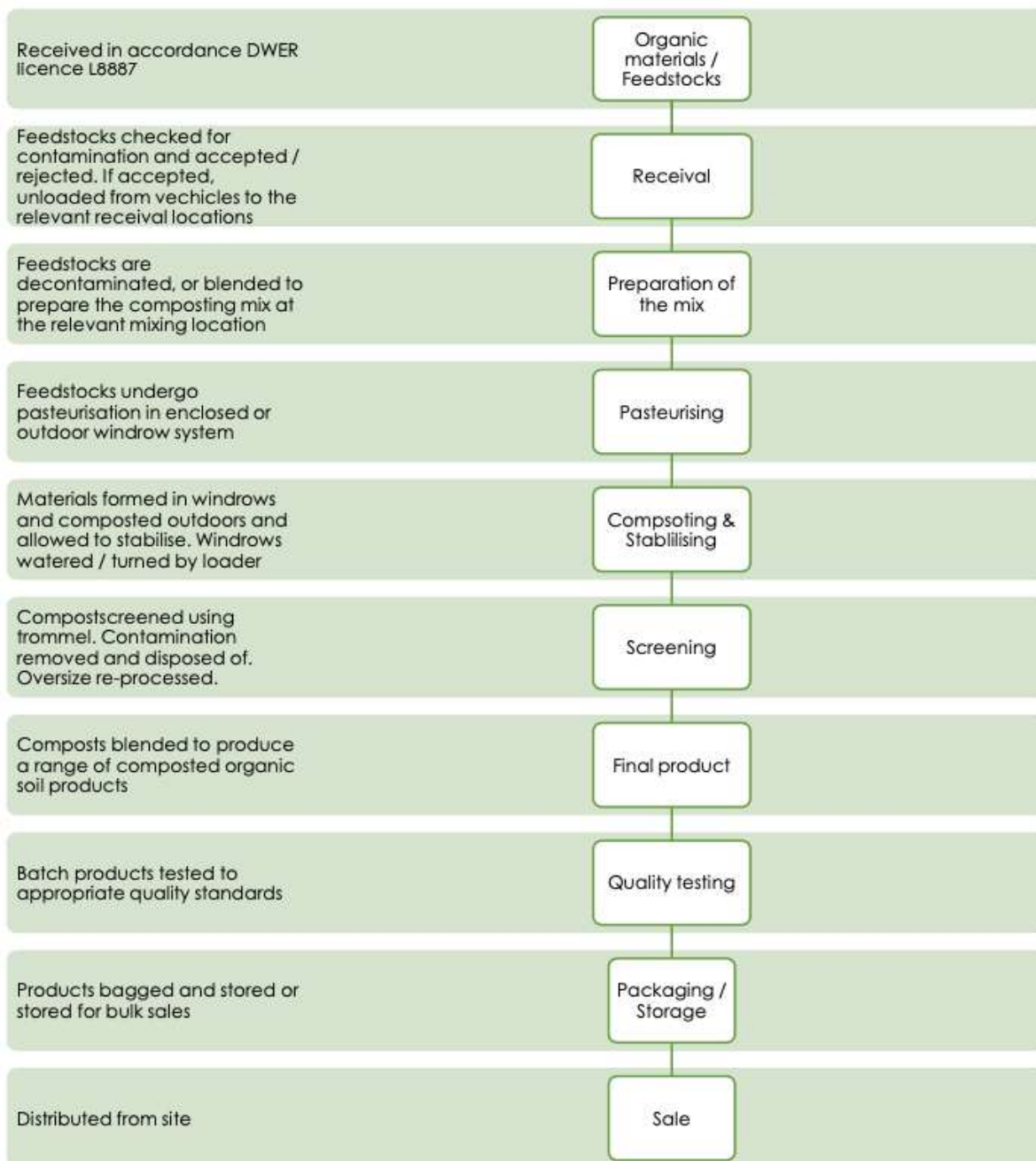
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7. Overview of Composting Process

Figure No. 1 – Overview of Composting Process provides a summary of the composting process carried out on site.

Figure No. 1 – Overview of Composting Process



8. Proposal Description and Throughput

8.1. Current Site Operations

The current operations on site include the composting of a range of organic materials to produce AS 4454 certified compost and soil conditioner products. As part of this process, the facility also received some complementary liquid waste that are incorporated into the compost mixes to improve the eventual product.

The site is registered as a Controlled Waste Facility for receiving of Controlled Waste within the DWER Controlled Waste Tracking System.

8.2. Current Site Infrastructure and Equipment

The current site infrastructure includes the following:

- Three composting hardstands and associated leachate ponds;
- Enclosed forced aeration shed (pasteurisation shed);
- Concrete storage bins;
- Office and packaging shed;
- Screen;
- Shredder (brought on-site as required);
- Fixed grinder;
- Four loaders;
- Pipes and pumping systems; and,
- Eight groundwater monitoring bores.

Appendix No. 3 – Overall Layout Plan provides detail on the layout of the existing site infrastructure (and the proposed new infrastructure).

8.3. Proposed Expanded Operations

The proposal is to expand the size of the current operation to enable an increase in facility throughput.

8.3.1. Proposed Facility Throughput

Table No. 1 – Facility Throughput provides a breakdown of the proposed facility expanded throughput, with a comparison to the current approved facility throughput.

Table No. 1 – Facility Throughput

Input Materials	Current Throughput	Proposed Throughput	Throughput Change
Greenwaste	30,000	33,000	1,000
Jarrah sawdust	1,000		
Pinebark	1,000		
Spent mushroom	1,000	1,000	0
Food organic waste and garden organic waste	8,000	60,000	52,000
Poultry bedding	1,500	7,000	3,500
Cow bedding	1,500		
Sheep bedding	500		
Animal Mortalities		500	500
Acid Sulphate Soils (PASS)		500	500
Commercial Food Wastes (Vermi Composting)		2,000	2000
K110 Grease trap waste	5,000	11,500	6,500
K200 Food and Beverage Processing Waste			
K100 Animal Effluent and Residues			
D300 Non-Toxic Salts		7,000	7,000
L150 Low Strength Washwaters			
M130 Coolants and Glycols		1,500	1,500
C100 Alkalis			
B100 Acids			
Total	49,500	124,000	74,500

As can be seen from the above, generally, there is an increase in the throughput of currently approved materials, in particular food organic and garden organic (FOGO) materials. In addition to this, there is an increase in the range and quantity of some liquid wastes.

Due to the wide range of the type of liquid waste that falls under the various Controlled Waste categories, **Table 2 – Liquid Waste Types and Examples** has been included that provides additional detail on the types of liquid waste that is proposed to be received on site and the typical examples of these liquids.

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JD Organics Composting Facility

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Table 2 – Liquid Waste Types and Examples

Controlled Waste Category	Waste Code	Liquid Waste Type	Liquid Waste Examples
B - Acid	B100	Acidic solutions	• Glacial acetic acid • Hydrochloric acid • Mineral acids • Mixed acids if one of the above (inorganic) • Nitric acid • Phosphoric acid • Pickle liquor • Sulfuric acid • Sulfuric/hydrochloric acid mixtures
C - Bases	B100	Basic (alkaline) solutions	• Alkaline cleaners • Ammonia • Ammonium hydroxide • Calcium hydroxide • Caustic soda • Lime • Potash • Other alkaline waste
D – Inorganic Chemicals	D300	Non-Toxic Salts	• Aluminium dross, aluminium smelter waste • Ammonium chloride • Calcium chloride • Non-metallic product • Salt slag • Sodium chloride
K – Putrescible and Organic Wastes	K100	Animal Effluent and Residues	• Abattoir effluent • Animal effluent and residues • Animal oils and derivatives • Poultry and seafood processing waste • Stock truck washes
	K110	Grease Trap Waste	Grease interceptor waste from grease traps
	K200	Food and Beverage Processing Waste	• Dairy waste such as unusable milk and ice cream • Vegetable and fruit processing effluent • Winery wastes • Vegetable oil (not a controlled waste) • Other liquid food waste
L – Industrial Wash Waters	L150	Low Strength Wash Waters	• Industrial plant wash waters

Controlled Waste Category	Waste Code	Liquid Waste Type	Liquid Waste Examples
			- Stormwater collected from industrial facilities including ports and landfills - Wash water from industrial processes - Excluding: - From pesticide manufacture/use - From Persistent Organic Pollutants (incl PFAS, PCB's, OCP's) - From metal treatment (galvanising & electroplating) - From leaded paint removal - From mercury handling or treatment processes
M – Organic Chemicals	M130	Coolants and Glycols (non-halogenated organic chemicals)	- Coolant (if mixed with waste mineral oil place under J100) - Ethylene glycol (antifreeze) - Propylene glycol - Radiator fluid

The additional Controlled Waste items will be managed within the site's existing registration as a Controlled Waste Facility within the DWER Controlled Waste Tracking System.

8.3.2. Liquid Waste Types

Due to the potential wide range of liquid waste types that could be within the above Controlled Waste Categories, additional information is provided on these liquid wastes.

8.3.2.1. Acids

B100 acids will exclude the following liquid waste types:

- Chromic acid;
- Hydrofluoric acid; and,
- Mixed acids and other acids.

The current analysis of the FOGO product that is being produced on-site is that it is somewhat alkaline (pH 7.9); hence, incorporating acid liquid waste into the compost mix will neutralise the mix and result in an improved final product.

The Proponent has developed a process for the handling of acid liquid waste within the composting process.

Appendix No. 4 – AS2H Acid Liquid Waste Process provides detail on the incorporation of acid liquid waste into the FOGO composting process.

8.3.2.2. Bases

There is no specific handling process for this type of liquid waste, as it is simply managed in a similar matter to other general liquid wastes.

8.3.2.3. Inorganic Chemicals

Appendix No. 5 – AS2K Non-Toxic Salts and Alkali Liquid Waste Process provides detail on the incorporation of organic liquid waste into the composting process.

8.3.2.4. Putrescible and Organic Wastes

This liquid waste, due to potential odour emissions, will immediately be incorporated into the compost mix and not be discharged to storage ponds. Should there be a need to store this liquid waste, it will be stored in sealed tankers until it can be incorporated into the compost mix.

Appendix No. 6 – AS2D Organic Liquid Waste Process provides detail on the incorporation of organic liquid waste into the composting process.

8.3.2.5. Industrial Wash Waters

L150 industrial wash waters will exclude the following liquid waste types:

- From pesticide manufacture;
- From persistent organic pollutants;
- From metal treatment (galvanizing and electroplating);
- From lead paint removal; and
- Mercury handling or treatment processes.

There will be upfront sampling and analysis by NATA certified laboratories (EAL, ALS or ALR Laboratories) from each potential source, in order to understand what the liquid waste contains and to confirm its suitability for incorporation within the compost processes.

Testing will typically include pH, EC, Total Nitrogen, Carbon, Sodium, Potassium, Calcium, Magnesium, Phosphorous, Sulphur, Silicon, Cobalt, Moly, Zinc, Manganese, Copper and Boron. Heavy metals will include Lead, Cadmium, Arsenic, Nickel, Aluminium, Mercury, Chromium, Silver, and Selenium. Based on the above analysis the suitability and blending ratio can be assessed for incorporation of these wastes into the composting process so that the final product can achieve AS 4454 compost standards.

In the event that there is no compost batch being prepared when the delivery arrives onsite, the liquid waste will be transferred to one of the available storage ponds; pending subsequent incorporation into the compost process.

Appendix No. 7 – AS2J Wash Waters Liquid Waste Process provides detail on the incorporation of wash waters into the composting process.

8.3.2.6. Organic Chemicals

M130 organic chemicals will only include glycols from the cooling systems of mechanical equipment, which will include the following:

- Glycol ethylene (C₂H₆O₂); and,
- Glycol propylene (C₃H₈O₂), as organic compounds used in antifreeze.

M130 organic chemicals will exclude the following liquid waste types:

- Brake fluid.

Glycol is a carbon rich chemical with very few synthetic components and hence beneficial for the compost production. Typically, antifreeze is highly diluted with distilled water when passing through machinery cooling systems (80% distilled water and 20% glycol).

The Proponent has undertaken a trial on the use of this type of liquid waste, including a proposed larger scale trial and has developed a process for the handling of the liquid waste.

Appendix No. 8 – Glycol Trial provides detail on the trial undertaken on glycol.

Appendix No. 9 – AS2I Glycol Liquid Waste Process provides detail on the incorporation of glycol liquid waste into the composting process.

8.3.3. Proposed Additional Infrastructure and Equipment

The expanded facility will incorporate the following additional infrastructure:

- Decontamination Shed (20 m x 30 m x 9.8 m container and dome shelter);
- 12 x Fully Enclosed Forced Aeration Static Pile Pasteurisation Bunkers; including Leachate Collection Systems (28 m x 7 m x 9.5 m with 7m ceiling height, concrete tilt panels) and associated 20 m wide Tipping Apron;
- Leachate Pond 1 removed and replaced (1,425 m²/3,050 m³ storage + 500 mm freeboard);
- Hardstand 4 (100 m x 160 m);
- Leachate Pond 4 (2,660 m²/5,880 m³ storage + 500 mm freeboard);
- Hardstand 5 (100 m x 160 m);
- Leachate Pond 5 (2,660 m²/5,880 m³ storage + 500 mm freeboard);
- Leachate Pond 6 (6,445 m²/16,895 m³ storage + 500 mm freeboard);
- Storage Pond 1 (5,900 m²/12,100 m³ storage + 500 mm freeboard);
- Storage Pond 2 (6,580 m²/13,600 m³ storage + 500 mm freeboard);
- Finished Product Storage Area (120 m x 97.5 m ave.);
- 2 x Packaging/Storage Sheds (27 m x 15.5 m x 7 m high with 5.5 m ceiling height, steel frame/cladding);
- Associated items:
 - Pond Aerators in each pond;
 - Pond Safety Systems in each pond;
 - Fencing around each pond;
 - 2 x freshwater storage tanks (150kL);
- Groundwater Monitoring Bores:
 - 1 x Decommissioned and replaced (MB3); and,
 - 3 x New (MB9, MB10, MB11).

Appendix No. 10 – Construction Drawing Set includes copies of all construction drawing.

Appendix No. 11 – Decontamination Shed provides the detail on the proposed decontamination shed.

8.4. Proposed Staged Development

The application covers a relatively large expansion on the current operations. This is primarily to cater for the anticipated demand for FOGO processing facilities in the near future. It is not proposed to construct all of the additional infrastructure at one time but to stage the development in line with future demand. Consequently, there will be a staged development of the infrastructure and staged licence application process in line with the infrastructure expansion.

Table No. 3 – Staged Expansion Infrastructure and Throughput provide detail on the proposed staging of the infrastructure development and the consequential staging of the licensed throughput.

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

JD Organics PTY LTD
JD Organics Composting Facility

APPENDIX 13.5.3

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26 November 2021

Table No. 3 – Staged Expansion Infrastructure and Throughput

Infrastructure Development				Stage 1		Stage 2		Stage 3	
				Hardstand 4 Leachate Pond 4 & 6 Bunkers 1 to 4		Leachate Pond 1 Finished Product Area Storage Pond 1		Hardstand 5 Leachate Pond 5 Bunkers 5 to 8	
Waste Type	Current Throughput	Proposed Throughput	Throughput Change	Additional Throughput	Proposed Throughput	Additional Throughput	Proposed Throughput	Additional Throughput	Proposed Throughput
Greenwaste	30,000	33,000	1,000	1,000	33,000		33,000		33,000
Jarrah sawdust	1,000								
Pinebark	1,000								
Spent mushroom	1,000	1,000	0	-	1,000		1,000		1,000
Food organic waste and garden organic waste	8,000	60,000	52,000	30,000	38,000		38,000	22,000	60,000
Poultry bedding	1,500	7,000	3,500	3,500	7,000		7,000		7,000
Cow bedding	1,500								
Sheep bedding	500								
Animal Mortalities		500	500	500	500		500		500
Acid Sulphate Soils (PASS)		500	500	500	500		500		500
Commercial Food Wastes (Vermi Composting)		2,000	2000	2,000	2,000		2,000		2,000
K110 Grease trap waste	5,000	11,500	6,500	6,500	11,500		11,500		11,500
K200 Food and Beverage Processing Waste									
K100 Animal Effluent									
D300 Non-Toxic Salts		7,000	7,000	-	-	7,000	7,000		7,000
L150 Low Strength Washwaters									
M130 Coolants and Glycols		1,500	1,500	-	-	1,500	1,500		1,500
C100 Alkalis									
B100 Acids									
Total	49,500	124,000	74,500	44,000	93,500	8,500	102,000	22,000	124,000

All values in tonnes.

The above staged development includes the essential infrastructure required to process the staged throughput tonnage.

In addition to this infrastructure, the proposal includes four additional pasteurisation bunkers (Bunkers 9 to 12) and an additional storage pond (Storage Pond 2). These have been included in the application as contingency infrastructure and are seen as discretionary upon the Proponent, to be constructed when required, if there is a need for additional contingency within the composing operation. Consequently, these discretionary items of infrastructure have not been linked to any throughput increase. If constructed, these items are likely to be constructed after Stage 3 has been completed and operational.

8.5. Staffing and Operating Hours

The site is fully staffed during all operating hours. There is currently a minimum of six staff present on site. With the proposed facility expansion, this could increase to 10 staff.

The existing facility operating hours are from 7.00 to 17.00 Monday to Friday and 7.00 to 13.00 on Saturday, closed on Sunday and Public Holidays.

There is no proposed change to the facility operating hours as a result of this application.

8.6. Site Access

Access to the site is gained from the west, off the Brand Highway and Aurisch Road. The entrance to the site is secured by a locked gate when the site is unoccupied.

8.7. Vehicle Movements

Based on the proposed increase in facility throughput, there will be a proportional increase in the number of vehicles assessing and egressing the site.

Table 4 – Vehicle Movements provides details on the total anticipated vehicle movements for the maximum facility throughput.

Table 4 – Vehicle Movements

Vehicle	Vehicle Movements per Year	Vehicle Movements per Month	Vehicle Movements per Day
Single Trailer Walking Floor	4,227	81	15
B-Double	2,667	51	9
Single Semi-Trailer	7,280	140	26
Single Trailer Liquid Tanker	1,905	37	7
Total	16,079	309	57

8.8. Property Boundary and Buffer Zones

In accordance with the DWER *Guidance Statement – Separation Distances (Draft August 2015)*, there are recommended separation distances for the various category of Prescribed activity. The following Category separation distances and potential environmental impacts are applicable:

- Category 61: Liquid waste facility – 1.0 km (noise, odour);
- Category 61A: Solid waste facility – 0.5 km (noise, dust, odour); and,
- Category 67A: Compost manufacture up to 70,000 t/yr to 80,000 t/yr - >35,000 t/yr case by case (noise, dust, odour).

The farmhouse at approximately 1 km to the northeast of the activity boundary is controlled by the Proponent via a long-term lease arrangement with the landowner and hence is deemed an internal receptor. The closest sensitive receptor is 1.82 km to the west-southwest. There are also four additional farmhouses to the southwest at distances ranging from 2.08 km to 2.76 km from the activity boundary of the composting facility. All of these receptors are well beyond the separation distance requirement for the liquid waste and solid waste related activities. The detailed odour assessment demonstrated that the risk of odour impacts due to the composting activity at these receptors is low. Refer below for detail on the odour assessment.

Appendix No. 12 – Receptors indicates the separation distance from the composting facility of the various residential and environmental receptors.

8.9. Facility Operation

8.9.1. Operating Activities

The following is a list of current and proposed operating activities:

- Current Activities:
 - Receival of solid and liquid input feedstock;
 - Shredding of greenwaste;
 - Blending of compost mixes;
 - Pasturisation;
 - Composting;
 - Finish screening;
 - Maturation;
 - Product blending;
 - Quality control;
 - Packaging;
 - Off-site removal.
- Proposed Additional Activities:
 - Increase throughput as described above;
 - Decontamination of FOGO – pre and/or post pasteurisation;
 - Operation of the Pasteurisation Bunkers;
 - Composting of animal mortalities;
 - Vermi Composting;
 - Receival and processing of additional categories of liquid waste.

8.9.2. Pasteurisation, Composting and Maturation

From raw feedstock to final compost, the received material is initially pasteurised, then composted before being matured to get a final, high-quality compost.

Objective to be achieved by pasteurisation:

- Control temperature to meet sanitation requirements and reduce pathogen risks;
- Maintain oxygen levels above 13%; and,
- Manage the production of Volatile Organic Compounds (VOCs), with several being odorous.

Pasteurisation will happen within an enclosed and controlled environment for:

- FOGO materials;
- Animal mortalities; and,
- Abnormally odorous materials (corrective action).

Indoor pasteurisation will occur in the new pasteurisation bunkers that will provide an enclosed and controlled environment with forced aeration. The current enclosed forced aeration shed may be used occasionally.

Material will be pasteurised within an enclosed environment for 2 to 4 weeks.

For all other material, pasteurisation will be undertaken on the outdoor hardstands. Material will be pasteurised for approximately 4 weeks.

Once pasteurised, the material is screened, and the fine fraction blended with other material to be further composted. The coarse fraction is returned into the pasteurisation mix to assist in the early development of the pasteurisation process, within the newly mixed incoming materials.

Composting will happen on the outdoor hardstands. Windrows will be turned about 8 times to control temperature and the level of oxygen. Fresh water will be added to maintain a moisture level approximately 60%. Material will compost for approximately 12 weeks.

Objectives to be achieved by composting:

- Ensure that the process provides an aerobic, mature composted product that that is suitable for adding to soils according to *AS4454 -2012 Section 1*;
- Ensure pH reading before final release is between 6.5 and 7.5; and,
- Ensure EC reading is below 5.

Once composted, the material is screened, and the fine fraction is matured to reach the specification required by *AS4454 – 2012*. Material will mature for approximately 4 weeks.

Objectives to be achieved by the maturation:

- Bring temperature between 40°C and 50°C; and,
- Ensure composted product has matured and biological oxygen demand has been reduced.

Once the final quality control passed, the compost is packed and removed from the site.

8.9.3. Decontamination Process

The decontamination will either be undertaken on the FOGO material on arrival on site and/or after the pasteurisation process. Some FOGO material will arrive on site having already been decontaminated and hence will simply be loaded into one of the pasteurisation bunkers. Incoming FOGO that has not been decontaminated before delivery, if deemed excessively contaminated, will be decontaminated before pasteurisation.

After the pasteurisation, the partly composted material will be screened to separate the fine and coarse fractions. The coarse fraction, if deemed to contain excessive contamination, will be sent to the decontamination shed for decontamination prior to being further used in the composting process.

Within the decontamination shed, the material will be spread in a thin layer on the hardstand floor and manually sorted through to remove all contamination. The residual contaminated materials will be placed in containers in preparation for off-site removal. The decontaminated material will be removed from the floor and incorporated into the composting process.

Appendix No. 13 - AS2E FOGO Process provides detail on the decontamination process that will be undertaken on-site.

Appendix No. 11 – Decontamination Shed provides detail on the proposed decontamination shed.

8.9.4. Enclosed Forced Aerated Static Pile Pasteurisation Bunkers

The proposal includes the construction of up to 12 pasteurisation bunkers, which will be constructed in stages of four bunkers per stage. The bunkers will be operated in pairs, covering the full cycle of pasteurisation for a single mix of material.

8.9.4.1. Bunker Structure

The bunkers will be constructed with a concrete floor, concrete walls with a steel Colorbond roof.

The floors of the bunkers will be constructed with a minimum of 150mm thick steel reinforced concrete floor. The floor will have fall of 3% towards the rear of the bunker.

Each bunker will have an integrated air channel and leachate collection system. This will be below ground formed concrete channel design into the floor. The channel itself acts as a leachate gutter that transports liquids directly into a drainpipe that leads into an enclosed concrete leachate sump. Inside the channel there will be a suspended 150 mm HDPE pipe that will deliver forced aeration into the base of the window. Over the top of the channels a removeable grate will be fitted to allow for easy cleaning of channels and airpipes.

The walls of the bunker will be constructed out of 200 mm thick concrete tilt up push walls. These concrete walls will be up to 10.5 m high, with an internal ceiling height of 7 m.

The ceiling void above the windrows will be fitted with a sprinkler system used to add fresh water to the bunker. This could be used to assist in fire protection or addition of moisture to windrows. A separate pipe will be used to discharge leachate from leachate tank into the windrow.

A roller door will be fitted to the front of the bunker. The door will be 5m wide by 5m high. This door will be operated from the outside of the bunker to open the doors when loading or unloading the bunker.

At the rear of the bunkers a sealed, concrete leachate sump will be installed to catch all leachate discharged from 2 adjoining bunkers (Phase 1 and Phase 2 pasteurisation). The leachate sumps will have a storage capacity of approximately 1 m³. The leachate sumps will be sealed and enclosed, and inside the leachate sump a submersible pump will be fitted and activated by level float switch that will automatically start the pump when the tank gets to 75% full. The leachate will be discharged back into the windrow in the bunker position 1 (Phase 1 of pasteurisation).

At the rear of the bunkers a 37kw blower will be fitted to a manifold supplying air to four adjacent bunkers. The fan blower will be fitted with a dampener system to allow fresh air to be mixed into the system. The fan will run 24 hours a day, 7 days a week, adding air into each of the four bunkers at different durations and flowrates depending on the pasteurisation phase. The airflow will be directed and controlled using actuating valves controlled by a timer.

8.9.4.2. Pasteurisation Process

The bunkers will be used for the pasteurisation of odorous materials including:

- FOGO materials;
- Animal mortalities; and,
- Abnormally odorous materials.

Bunkers will be used as a corrective action when managing other excessively odorous materials delivered to site. This will remain an exceptional operation (see Operational Odour Analysis – OPAM Consulting report). Should this occur, the duration of the pasteurisation of excessively odorous materials will be similar to that of FOGO.

The bunkers will provide an enclosed and controlled environment to pasteurise FOGO and animal mortalities. Pasteurisation will last for about two weeks for the FOGO and for approximately four weeks for the animal mortalities. During these periods, the bunkers will control:

- Temperature to meet sanitation requirements and reduce pathogen risks;
- Oxygen levels above 13%; and,
- Production of Volatile Organic Compounds (VOCs) with several being odorous.

With this pasteurisation phase within the bunker for these materials, the controlled environment will guarantee a pasteurised material, a reduction of the biological demand and a breakdown of the material to a level where it can be removed to the subsequent composting phase out onto the outdoor composting hardstands.

Once a bunker has been loaded with material and the roller door closed, air will be recirculated through the windrow in the bunker. A fraction of fresh air will be added to the air blown into the windrow to avoid oxygen depletion and maintain good anaerobic

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conditions for bacteria and initial breakdown of the material under exothermic conditions for pasteurisation.

Leachate may be added, if necessary, from the leachate sump at the rear of the bunker when the windrow is built and possibly during the first week of pasteurisation (Phase 1). If additional moisture is necessary past the initial week, only fresh water will be added to the windrow (Phase 2). Temperature will be monitored with probes within the windrow. Leachate produced with the windrows in two adjacent bunkers will be collected the drain beneath the windrows and flow under gravity to the leachate sump.

Air flow produced by the blower sequentially to one bunker after another will meet the required oxygen stoichiometric demand but also manage the heat build-up within the windrows. The airflow has been estimated based on the volume of the windrow within the bunker, an estimated porosity and volume of free pores within the pile from the fundamentals for aeration floors (*Coker & O'Neill, 2017*). With part of this air renewed with fresh air, it was estimated that a volume of approximately 3,000 m³/hour of fresh air will be required over the set of four bunker. A similar volume will be emitted at the atmosphere from the blower at ground level to avoid over pressurising the bunkers.

For FOGO and abnormally odorous material, pasteurisation will happen over about two-week duration, with one week in a bunker (Phase 1) and the second week in an adjacent bunker (Phase 2). For the animal mortalities, the material breakdown takes longer than for FOGO; hence, the Phase 1 process will take two weeks before the material is moved to the second bunker for a further two weeks during the Phase 2 process.

For the FOGO, with an unknown extent of contamination within the received material, there are two possible scenarios, the first being decontamination prior to pasteurisation and if required, an additional decontamination phase post-pasteurisation. The second scenario would be to only decontaminate the material post-pasteurisation.

For additional detail on the processing of FOGO and animal mortalities, refer to the detailed material handling processes below.

8.9.5. FOGO Process

The FOGO material will be decontaminated and pasteurised for two weeks prior to being composted externally on one of the hardstands. Typically, the pasteurisation process will occur within the pasteurisation bunkers; however, on occasion, may occur within the existing enclosed forced aeration shed.

Appendix No. 13 - AS2E FOGO Process provides detail on the FOGO composting process that will be undertaken on-site.

8.9.6. Animal Mortalities Process

Animal mortalities includes spent chickens and egg waste.

The animal mortalities will be pasteurised for four weeks prior to being composted externally on one of the hardstands. The pasteurisation process will occur within the enclosed forced aeration pasturisation bunkers.

Appendix No. 14 – AS2F Animal Mortalities Process provides detail on the animal mortalities composting process that will be undertaken on-site.

8.9.7. Vermi Composting Process

Vermi composting is not an overly odorous process and will be undertaken externally on one of the hardstands.

Appendix No. 15 - AS2G Vermi Composting Process provides detail on the vermi composting process that will be undertaken on-site.

8.9.8. Additional Liquid Waste Handling Process

The additional quantity of liquid waste will be handled in a similar manner as is currently occurring on-site, with some additional processes to appropriately manage the increase volume and liquid waste types.

The Proponent has developed additional operating processes to manage the different types of liquid waste proposed to be received on site.

The following appendices provide copies of the additional operating processes:

- **Appendix No. 4 - AS2H Acid Liquid Waste Process;**
- **Appendix No. 5 - AS2K Non-Toxic Salts and Alkali Liquid Waste Process;**
- **Appendix No. 6 – AS2D Organic Liquid Waste Process;**
- **Appendix No. 7 - AS2J Wash Waters Liquid Waste Process;** and,
- **Appendix No. 9 - AS2I Glycol Liquid Waste Process.**

8.10. Site Fencing and Security

The overall site has adequate perimeter fencing (minimum 1.2 m high) to restrict vehicle access and prevent livestock from entering the site.

There will also be a 1.8 m high perimeter fencing around all ponds for safety purposes.

The site is fully locked when not operational.

Perimeter fencing and gates are inspected on a regular basis, but at least monthly.

8.11. Surface Water Management

There are no watercourses or surface water present on site, other than an old farm dam. The western portion of the site, a minimum of 300 m from the proposed expanded composting facility is a flood plain that only accumulates surface water in heavy rain events.

Approximately 185 m beyond the site southern western edge of the boundary of the site or 1 km from the expanded composting facility is a resource enhancement wetland.

With all contaminated catchments appropriately managed with hardstands and storage ponds, there is minimal possibility that the adjacent surface water features will be negatively impacted by the proposed expansion works.

8.12. Surface Water Monitoring

Due to the absence of surface water on-site, there is no opportunity to sample surface water around the composting area.

8.13. Groundwater Management

All composting activities occur on handstand areas, with all contaminated surface water runoff being directed to lined ponds, including additional contingency ponds. Managing the site water balance such that no ponds are allowed to overflow and maintaining the integrity of the clay hardstands will ensure that the groundwater is protected from negative environmental impact.

There is an approximate 6 m attenuation zone between the base of the leachate ponds and the highest groundwater level, which provides further protection to the groundwater.

8.14. Groundwater Monitoring

The Proponent undertakes regular, bi-annual groundwater monitoring of the site in accordance with the facility operating licence. This monitoring will continue at the same frequency and for the same parameters. The new groundwater monitoring bores will be included in the regular groundwater monitoring exercise.

Appendix No. 16 – Groundwater Monitoring Bores indicates that locations of the existing and new groundwater bores.

9. Design and Construction

9.1. Design Standard

The design of the new composting infrastructure has been carried out in accordance with the DWER *Better Practise Composting May 2020* draft, external consultation guideline (compost guideline). In addition, the design of the leachate and storage ponds have also considered the Water Quality Protection Note 26 – Liners Containing Pollutants, using Synthetic Membranes (WQPN 26).

9.2. Design Comparison with Guidelines

Table 5 – Design Comparison provides a comparison between the compost and pond liner guidelines and the proposed design. Not every aspect of the guidelines has been compared, only those that are relevant to the proposed infrastructure.

Table 5 – Design Comparison

Section	Guideline/WQPN	Design Consideration
	Compost Guideline	
12.3.1.1	<u>Overall Design – Surface Water Control</u> Separate uncontaminated stormwater from leachate containment system	Hardstands have perimeter side bunds to prevent external uncontaminated surface water from flowing onto the hardstand. Hardstands adjoin each other to minimise exposure to external surface water. The north-eastern edge, where access is gained to the hardstand is a watershed with uncontaminated surface water flowing to the northeast, away from the hardstand. Stormwater diversion bunds and cut-off drains have been included to minimise surface water and to control any that is generated from the uphill catchment (mine site). In addition, the natural soil on-site has a high sand content, with significant rapid infiltration; hence, only minimal surface water is generated.
12.3.1.1	<u>Overall Design – Water Balance</u> Quantitative water balance accounting for leachate inputs and outputs and stormwater.	A water balance has been carried out for all new leachate and storage ponds. This water balance includes rainfall, evaporation, leachate, liquid waste. The systems have been designed not to accumulate leachate over a typical Mean annual period and to accommodate a 90 percentile/9-decile wet year and a 1 in 20 AEP, 24-hour rainfall event without overflowing the ponds.
12.3.1.2	<u>Hardstand Surface</u> Hardstand to: - Support load of material and machinery, - Have a slope of 2% to 4%; - Slope to leachate pond;	Hardstand consists of the following compacted layers (bottom up): - Compacted natural ground base of excavation); 650 mm clay with minimum permeability of 1×10^{-8} m/s at 95% standard minimum dry

Section	Guideline/WQPN	Design Consideration
	Compost Guideline	
	- Be banded with low-permeability material to prevent leachate runoff; - Construction of low-permeability material as per Table 6 – Clay 600 mm with minimum permeability of 1×10^{-8} m/s at 95% compaction, installed in 300 mm uncompacted layers; and, 150 mm suitable protective layer.	density compaction (minimum 3 permeability tests of source material per construction stage to confirm maximum permeability of 1×10^{-8} m/s); 200 mm gravel; 100 thick limestone; and 100 mm recycled asphalt surface. The clay is sourced on-site. Previous works have confirmed that the clay has a minimum permeability of 1×10^{-8} m/s at 95% compaction. The source of the clay to be used in construction will depend on the adjacent mine site area of activity. The nominated clay source will be tested before construction to confirm suitability. Final surface has a slope of minimum 2% fall to leachate pond. The side bund that leachate can flow up against is constructed with clay and has a low limestone wall to protect the bund edge from erosion. Clay has a 400 mm protective layer of gravel, limestone and recycled asphalt.
12.3.1.3	<u>Storage Infrastructure – Leachate Ponds</u> Leachate ponds designed to contain 1 in 20 AEP, 24-hour rainfall event and maintain a minimum 500 mm freeboard during operations. Liner to minimise infiltration. Management system to ensure ponds do not overflow.	Pond capacity has been designed to cater for a 90-percentile wet rainfall year and a 1 in 20 AEP, 24-hour rainfall event and maintain a 500 mm freeboard. HDPE lined pond will minimise infiltration. The Proponent monitors the capacity of all leachate ponds on a monthly basis in summer and weekly in winter. If any ponds are near or over the minimum 500 mm freeboard, leachate is pumped out of the full pond into a pond that has free capacity.
12.3.1.4	<u>Drainage Infrastructure</u> Liner to minimise infiltration as per Table 7. Designed to a minimum 1 in 20 AEP, 24-hour rainfall event.	2.0 mm HDPE liner is 100% thicker than the minimum 1.0 mm liner in Table 7. Refer below on comparison with the WQPN 26.
	WQPN 26	
4	HDPE liners deemed acceptable	HDPE liner is used in the design
6	Liners to be on stable soil and minimum 2 m above the groundwater table	The soil on site is firm sand. The groundwater is at significant depth below ground. Bore 8, which was recently installed, struck water at 9.8 m below ground level. Bore 8 is typically on a similar line to the proposed new ponds.
7	Stormwater control to prevent erosion, 500 mm freeboard, cater for a 1 in 20-year rainfall event + a 90-percentile wet season.	There is minimal external surface water flowing around the ponds as they are below the hardstands and product storage area. The design of the ponds caters for a 90-percentile (9 Decile) annual rainfall, and a 1 in 20-year rainfall event.

Section	Guideline/WQPN	Design Consideration
	Compost Guideline	
8	Synthetic liner to have a permeability of less than 1×10^{-10} m/s.	The HDPE liner is effectively impermeable. It is only the material and construction defects that make it permeable. Suitable liner specification, using qualified liner installers and on-site quality control ensures that the liner material is installed to excellent condition.
9	Liners should be installed on slopes less than 1V in 3H, unless appropriate engineering methods are used to prevent slippage.	The pond internal slopes are at 1V in 2H, which is steeper than the guideline. The suitable engineering methods include that the ponds are only a maximum of 4 m deep (relatively small slope lengths), each pond has a separate liner (no continuous lining of adjacent ponds), perimeter anchor trenches around all ponds to hold the liner material in place and liquid within the ponds do not exert a shear force on the liner surface, only a perpendicular pressure force.
11	HDPE liners should have the following properties: • Minimum 1.5 mm thick for heat welded joins • Specific gravity of 0.94 or more • Numerous other technical properties that are in accordance with the worldwide accepted GRI GM13 specification.	The liner material is a 2.0 mm liner, which is 33% thicker than the minimum requirement. The liner material specification is in accordance with the GRI GM13 specification; hence, reflecting all of the required parameters.

Appendix No. 3 – Overall Layout Plan and Appendix No. 10 – Construction Drawing Set provide detail of the proposed infrastructure layout and design.

9.3. Design Infrastructure and Equipment

Table 6 – Design Infrastructure and Equipment provide a summary of the infrastructure design for the proposed development.

Table 6 - Design Infrastructure and Equipment

Infrastructure and Equipment	Design and Operation Details
Leachate Pond 1 Concrete Sump	- Hydraulically connected to Hardstand 1; - Outlet flow directed into Leachate Pond 1; - Dimensions of 4 m x 25 m x 600 m deep; and, - Reinforced concrete structure, minimum 150 mm thick.
Leachate Pond 1	3,050 m³ operational capacity + 500 mm freeboard; 4 m deep (operational depth 3.5 m); - Prepared and compacted subgrade; - Lined with 2.0 mm HDPE; and - Maintained free from leaks, tears and defects.
Hardstand 4, including concrete mixing pad	Hardstand layer works from bottom up: - Compacted natural ground; 650 mm compacted clay (minimum 3 permeability tests of source material per construction stage to confirm maximum permeability of 1×10^{-8} m/s); 200 mm compacted gravel; 100 mm compacted limestone; and, 100 mm recycled asphalt. Earthen bund 3 m x 0.5 m to prevent external surface water entering hardstand Limestone block walls minimum 250 mm high to direct contaminated surface water flow into Leachate Sump 4 concrete sump. Surface maintained free from cracks, leaks or defects Surface area of 18,000 m², including concrete mixing slab and 20 m wide tipping apron. Clay hydraulic conductivity of less than 1×10^{-8} m/s Concrete mixing slab: - Hydraulic conductivity of less than 1×10^{-9} m/s; 15 m x 40 m x minimum 0.15 m thick reinforced concrete; and, - Cast above the 650 mm thick clay layer. Minimum 2% grade towards Leachate Pond 4
Leachate Pond 4 Concrete Sump	- Hydraulically connected to Hardstand 4; - Outlet flow directed into Leachate Pond 4; - Dimensions of 4 m x 25 m x 600 m deep; and, - Reinforced concrete structure, minimum 150 mm thick.
Leachate Pond 4	5,880 m³ operational capacity + 500 mm freeboard; 4 m deep (operational depth 3.5 m); - Prepared and compacted subgrade; - Lined with 2.0 mm HDPE; and - Maintained free from leaks, tears and defects.
Hardstand 5, including concrete mixing pad	Hardstand layer works from bottom up: - Compacted natural ground; 650 mm compacted clay (minimum 3 permeability tests of source material per construction stage to confirm maximum permeability of 1×10^{-8} m/s);

Infrastructure and Equipment	Design and Operation Details
	• 200 mm compacted gravel; • 100 mm compacted limestone; and, • 100 mm recycled asphalt. Earthen bund 3 m x 0.5 m to prevent external surface water entering hardstand Limestone block walls minimum 250 mm high to direct contaminated surface water flow into Leachate Sump 4 concrete sump. Surface maintained free from cracks, leaks or defects Surface area of 16,000 m², including concrete mixing slab Clay hydraulic conductivity of less than 1 x 10⁻⁸ m/s Concrete mixing slab: • Hydraulic conductivity of less than 1 x 10⁻⁹ m/s; • 15 m x 40 m x minimum 0.15 m thick reinforced concrete; and, • Cast above the 650 mm thick clay layer. Minimum 2% grade towards Leachate Pond 5
Leachate Pond 5 Concrete Sump	• Hydraulically connected to Hardstand 5; • Outlet flow directed into Leachate Pond 5; • Dimensions of 4 m x 25 m x 600 m deep; and, • Reinforced concrete structure, minimum 150 mm thick.
Leachate Pond 5	• 5,880 m³ operational capacity + 500 mm freeboard; • 4 m deep (operational depth 3.5 m); • Prepared and compacted subgrade; • Lined with 2.0 mm HDPE; and • Maintained free from leaks, tears and defects.
Leachate Pond 6	• 16,895 m³ operational capacity + 500 mm freeboard; • 4 m deep (operational depth 3.5 m); • Prepared and compacted subgrade; • Lined with 2.0 mm HDPE; and • Maintained free from leaks, tears and defects.
Pasteurisation Bunkers	• Dimensions 28 m x 7 m x 9.5 m high; 7 m ceiling height; • Steel and translucent sheeting roof; • 5 m wide roller door; • Reinforced concrete side walls (tilt panels) and floor slab minimum 200 mm thick and 3% fall to leachate sump; • Air injection and leachate collection system in floor; • Minimum 1 m³ sealed concrete leachate sump with submersible pump; • Air extraction in ceiling void; • Air blower; • Roof sprays for leachate recirculation; • Roof sprays for freshwater circulation; • Fire detection in ceiling void; and, • Associated pipework and equipment for air and leachate management systems.
Decontamination Shed	• Dimensions 20 m x 30 m x 9.8 m high; • Stacked sea container walls, lined with concrete L walls to protect sea containers; • Dome shelter roof; • Hardstand Area 3 floor; and,

Infrastructure and Equipment	Design and Operation Details
	6 m wide roller doors.
Finished Product Storage Area Hardstand	Hardstand layer works from bottom up: - Compacted natural ground; 650 mm compacted clay; and, 200 mm compacted gravel. Surface maintained free from cracks, leaks or defects Surface area of 11,700 m² Clay hydraulic conductivity of less than 1 x 10⁻⁸ m/s Minimum 2% grade towards Leachate Pond 5 Runoff drain directed to Leachate Pond 1
Storage Pond 1	12,100 m³ operational capacity + 500 mm freeboard; 3.0 m deep (operational depth 2.5 m); - Prepared and compacted subgrade; - Lined with 2.0 mm HDPE; and, - Maintained free from leaks, tears and defects.
Storage Pond 2	13,600 m³ operational capacity + 500 mm freeboard; 3.0 m deep (operational depth 2.5 m); - Prepared and compacted subgrade; - Lined with 2.0 mm HDPE; and - Maintained free from leaks, tears and defects.
Groundwater monitoring bores	- Decommission MB3; - Replace MB3; - New MB9, MB10 and MB11 - Decommissioned to <i>Department of Water - Water Quality Protection Guidelines No. 4 Mining and Mineral Processing - Installation of Mine Site Groundwater Monitoring Bores 2000 Section 4.15</i>; and, - New bores designed and constructed in accordance with <i>ASTM D5092/D5092M-16: Standard Practice for Design and Installation of Groundwater Monitoring Bores</i>.
Odour Controls - Pond aeration system (in all new leachate and storage ponds)	- Minimum of one aerator per leachate pond; - Aerator 1.1 kW, 1.5 HP, submersible pump, floating; and, - All aerators operational 24 hours a day.
Freshwater tanks	2 x 150kL capacity; and, - maintained in good working order to ensure adequate water supply is available at all times.
Packaging/Storage Sheds	2 x Dimensions 27 m x 15.5 m x 7 m high with 5.5 m ceiling; - Steel frame with cladding; - Steel and translucent sheeting roof; - Concrete floor 100 mm thick; 4 m wide roller door; - Fire detection in ceiling void; and, - Associated packaging equipment.

Appendix No. 10 – Construction Drawing Set provide additional detail of the proposed infrastructure layout and design.

Appendix No. 11 – Decontamination Shed provides detail on the proposed decontamination shed.

9.4. Water Balance

There are a number of separate contaminated surface water runoff catchments and associated and contingency ponds. A water balance has been carried out on each of the separate catchments based on two scenarios, the first being a mean rainfall year and the second being a 90 percentile/9-decile wet year plus a 1 in 20 AEP, 24-hour rainfall event without overflowing the ponds. Where necessary, contingency storage ponds (Leachate Pond 6, Storage Pond 1 and Storage Pond 2) are used to accommodate above average rainfall events.

The water balances for each of the ponds were modelled using the following input parameters:

- All ponds are empty at the end of April each year, May being the commencement of winter rains;
- 5 x 700 m³ windrows of compost per month per Hardstand Area 1, with 150 m³ of liquid added to the mix, some being incoming liquid waste and some being leachate. A total of 9,000 m³ of liquid being applied to the compost windrows annually;
- Hardstand 2, 3 and 4 are not included in the modelling as they do not form part of this application and hence there is no change to the current water balance for these hardstand areas;
- 10 x 700 m³ windrows of compost per month per Hardstand Area 4 and 5, with 150 m³ of liquid added to the mix, some being incoming liquid waste and some being leachate. A total of 18,000 m³ of liquid being applied to the compost windrows annually;
- 1.0 runoff factor from hardstands aprons (no compost manufacture in these areas); and,
- 0.8 runoff factor from hardstands with compost windrows, due to the large percentage of windrow coverage over the hardstand area to absorb direct rainfall; hence, intercepting and absorbing a large portion of the surface water that may be generated;
- 0.7 factor converting Bureau of Meteorology (BoM) pan evaporation to pond surface evaporation; and,
- Contingency ponds (Leachate Pond 6, Storage Pond 1 and 2) receive only direct rainfall.

Table 7 – Water Balance Summary provides a summary of the individual pond water balances.

Table 7 – Water Balance Summary

Description	Modelling of Water Balance Flowing Into:					
	Leachate Pond 1	Leachate Pond 4	Leachate Pond 5	Leachate Pond 6	Storage Pond 1	Storage Pond 1
Leachate to Compost from Pond	5,400 m ³	10,000 m ³	18,000 m ³	0 m ³	0 m ³	0 m ³
Liquid Waste to Compost from Customer	3,600 m ³	8,000 m ³	0 m ³	0 m ³	0 m ³	0 m ³
Pond Volume after Annual Cycle – Mean Rainfall	-2,600 m ³	-3,830 m ³	-13,000 m ³	-5,600 m ³	-5,100 m ³	-5,700 m ³
Pond Volume after Annual Cycle – 90% Rainfall + 1in 20-Year, 24-hour Event	700 m ³	62 m ³	-9,500 m ³	-4,200 m ³	-3,800 m ³	-4,300 m ³
Volume Transferred to Another Pond during Annual Cycle – 90% Rainfall + 1in 20-Year, 24-hour Event	910 m ³	0 m ³	0 m ³	0 m ³	0 m ³	0 m ³

As can be seen from the above water balances:

- Under Mean rainfall conditions, all ponds have a net negative water balance resulting in there being no accumulation of leachate in any ponds and no need to transfer excess leachate between ponds;
- Under a 90-percentile rainfall year plus a 1 in 20-year, 24-hour rainfall event, Leachate Pond 1 and 4 have a slight positive water balance. In the following Mean year, there balance returns to negative. There is a need to transfer 910 m³ of excess leachate out of Leachate Pond 1 during winter. Any of the other ponds, other than Leachate Pond 4 are able to accommodate this excess capacity; and,
- Ultimately, Leachate Pond 6 and Storage Pond 1 and 2 are not required; hence, are considered as contingency ponds.

Appendix No. 17 – Water Balance provides a number of spreadsheets on the water balances of the various water catchments and ponds as described above.

9.5. Clay Source

There is a suitable source of clay on-site. This clay material has previously been used to construct hardstands and will be used in the construction of the proposed hardstands. The location on-site of where the clay will be sourced will depend on the progress of the mineral sand mining operation. Once the hardstand construction program has been finalised, then the clay source will be identified. A minimum of three clay samples will be taken from the source material and tested to confirm that the permeability is not greater than 1×10^{-8} m/s at 95% standard minimum dry density. It is not intended to undertake permeability testing of the installed compacted clay layer, but to rely on the compaction density, as undertaken by NATA laboratory testing, to confirm the installation acceptability and hence the attained maximum permeability.

Although there is clay on-site that has previously attained a permeability of less than 1×10^{-9} m/s, which, in accordance with the compost guideline would allow the hardstand to be constructed with only 300 mm of compacted clay, a conservative position has been taken to install a 650 mm layer of clay compacted to 95% standard minimum dry density. This caters for the eventuality that the clay source does not quite attain a permeability of less than 1×10^{-9} m/s, and an additional 50 mm of clay beyond the minimum 600 mm required by the compost guideline for clay of a permeability of less than 1×10^{-8} m/s to cater for any construction tolerances.

9.6. Liner Specification

The liner used for lining all ponds will be 2.0 mm HDPE, smooth liner in accordance with the industry standard GRI – GM13 specification.

Table 8 – Liner Specification provides detail of the HDPE liner specification.

Table 8 – Liner Specification

Property	Unit	Value	Test Method
Average Thickness	mm	> 1.9	ASTM D5994
Average Density	g/cc	> 0.94	ASTM D1505/D792
Tensile Yield Strength	kN/m	> 29	ASTM D6693
Tensile Yield Elongation	%	> 12	ASTM D6693
Tensile Break Strength	kN/m	> 21	ASTM D6693
Carbon Black Content	%	2.0 - 3.0	ASTM D4218

This table provides a summary of the more critical aspects of the liner specification. For the complete list of parameters, refer to the full table in the GRI-GM13 specification.

9.7. Groundwater Bores

Due to the construction of Storage Pond 1, there is need to decommission monitoring bore number 3 (MB3). A new monitoring bore will be constructed to the west, downstream of Storage Pond 2. This new monitoring bore will effectively replace MB3.

In addition, there will be another three monitoring bores constructed, these being downstream of Leachate Pond 6 (MB9), further downstream for the complete development (MB10) and in the immediate vicinity of the pasteurisation bunkers (MB11).

The bore (MB3) will be decommissioned and filled in accordance with the *Department of Water - Water Quality Protection Guidelines No. 4 Mining and Mineral Processing - Installation of Mine Site Groundwater Monitoring Bores 2000 Section 4.15*. This document refers to "Bores should be decommissioned in accordance with the *Agriculture and Resource Management Council of Australia and New Zealand's Minimum Construction Requirements for Water Bores in Australia*", which requires the following:

Decommissioning by full grouting from top to bottom. The sealing material shall consist of bentonite grout or bentonite pellets/chips.

The process to be followed on site will be:

- Pump bore dry (if not dry already);
- Cut surrounding earthworks down to approximately subgrade level;
- Remove the existing bore casing;
- Slowly pour bentonite pellets into the bore cavity ensuring that the pellets completely fill the bore from top to bottom;
- Saturate the bentonite pellets by filling the bore with fresh water; and,
- Place a minimum 300 mm earth mound over the bore to cover the void while the bentonite hydrates (prevents ingress of any foreign matter).

During decommissioning of the bores, the following records will be maintained:

- Date/time;
- Bore number;
- Bore depth;
- Bore volume (calculated based on diameter and depth);
- Volume of bentonite pellets poured into the bore void; and,
- Volume of fresh water poured into the bore for it to hydrate the bentonite pellets.

The design and construction of new groundwater bores will be carried out in accordance with *ASTM D5092/D5092M-16: Standard Practice for Design and Installation of Groundwater Monitoring Bores*.

The backfilling of the bore and the installation of new bores is to be undertaken and recorded by a specialist company well experienced in groundwater bore installation and decommissioning.

Appendix No. 16 – Groundwater Monitoring Bores indicates that locations of the existing and new groundwater bores.

9.8. Construction Specification

The construction specification of the proposed works has been based on the previous works construction specification, as applicable to the proposed works and as modified by this Supporting Document and the Construction Drawings.

Appendix No. 18 – Construction Specification Hardstand No. 4 & 5 (*Bowman and Associates – 25 November 2021*) provides a copy of the construction specification.

9.9. Construction

Construction of the proposed works will be staged in accordance with demand for composting services. The initial stage of development will commence immediately upon receipt of the Works Approval, with subsequent stages of development being developed in subsequent years.

The construction works will be carried out by external contractors, with a specialist liner installation contractor utilised for the liner installation.

10. Time Limited Operations

The Proponent requests that Time Limited Operation be allowed on submission of the Environmental Compliance Report at the end of each stage of construction. The allowable facility throughput being in accordance with the

Table No. 9 – Staged Expansion Infrastructure and Throughput provides a breakdown of the requested, staged throughput allowances.

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APPENDIX 13.5.3

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Table No. 9 – Staged Expansion Infrastructure and Throughput

Infrastructure Development				Stage 1		Stage 2		Stage 3	
				Hardstand 4 Leachate Pond 4 & 6 Bunkers 1 to 4		Leachate Pond 1 Finished Product Area Storage Pond 1		Hardstand 5 Leachate Pond 5 Bunkers 5 to 8	
Waste Type	Current Throughput	Proposed Throughput	Throughput Change	Additional Throughput	Proposed Throughput	Additional Throughput	Proposed Throughput	Additional Throughput	Proposed Throughput
Greenwaste	30,000	33,000	1,000	1,000	33,000		33,000		33,000
Jarrah sawdust	1,000								
Pinebark	1,000								
Spent mushroom	1,000	1,000	0	-	1,000		1,000		1,000
Food organic waste and garden organic waste	8,000	60,000	52,000	30,000	38,000		38,000	22,000	60,000
Poultry bedding	1,500	7,000	3,500	3,500	7,000		7,000		7,000
Cow bedding	1,500								
Sheep bedding	500								
Animal Mortalities		500	500	500	500		500		500
Acid Sulphate Soils (PASS)		500	500	500	500		500		500
Commercial Food Wastes (Vermi Composting)		2,000	2000	2,000	2,000		2,000		2,000
K110 Grease trap waste	5,000	11,500	6,500	6,500	11,500		11,500		11,500
K200 Food and Beverage Processing Waste									
K100 Animal Effluent									
D300 Non-Toxic Salts		7,000	7,000	-	-	7,000	7,000		7,000
L150 Low Strength Washwaters									
M130 Coolants and Glycols		1,500	1,500	-	-	1,500	1,500		1,500
C100 Alkalis									
B100 Acids									
Total	49,500	124,000	74,500	44,000	93,500	8,500	102,000	22,000	124,000

All values in tonnes.

11. Facility Categories

Based on the current activities on-site, the following facility categories are relevant:

- Category 61: Liquid waste facility;
- Category 61A: Solid waste facility; and,
- Category 67A: Compost manufacture.

There is no need for any additional categories as a result of this proposal.

12. Rights to Water Irrigation Act 1914

The facility has an existing groundwater extraction bore and associated licence. Licence No. GWL176152(1), annual water entitlement 80,000 kL/yr.

The current licensed groundwater extraction capacity is adequate for the proposed expanded facility operations and hence, there is no requirement to amend the existing groundwater licence.

There is no additional groundwater extraction associated with this application; hence, there is no consequential impact of the *Rights to Water Irrigation Act 1914*.

13. Stakeholder and Community Consultation

Due to the extensive separation distances from the proposed activities to adjacent human receptors and the fact that there is not anticipated to be any adverse impact on the local community, it is not anticipated that there will be objection from the local community.

The Proponent has discussed the proposal with the mine site operator and the property owner to the northeast. These stakeholders have not raised any concerns with the proposed activities.

As part of the DWER and Shire of Gingin application assessment process, the proposal will be advertised for public comment. This will provide an opportunity for additional community consultation.

14. Complaints Management System

The facility has an existing Complaints Register that records all complaints relating to all facility activities. The register is maintained in an electronic file.

All complaints relating to the site operations are entered into the Complaints Register. The Register records, as a minimum, the following information:

- Date and time the complaint was received;
- How the complaint was received (by phone, email, in person, via the DWER etc.);
- The name and contact details of the complainant (if provided);
- Details of the complaint:
 - What is the complaint about?
 - When did the incident occur?
 - How often did the incident occur?
 - Was anyone else impacted by the incident?
- Local weather conditions at the time of receiving the complaint that may be relevant to identify the cause of the complaint;
- Name of the person receiving the complaint;
- Action taken to investigate the complaint;
- Follow-up dealings with the complainant; and,
- Outcome of the complaint investigation.

The Complaints Register is maintained at the facility site office. The register is maintained up to date, with all complaints being entered into the register before the end of the day on which the complaint is received.

After eight years of operation, there have been no community complaints received.

In the March 2021 DWER Decision Report related to the works approval W6483/2020/1, it is indicated that *"A search of the departments Incidents and Complaints Management System has not identified any complaints regarding odour emissions from the premises."*

15. Emissions

15.1. Air Emissions

Air emissions are deemed emissions from a point source (stack).

There are no point source air emissions associated with the proposed activities; however, there are fugitive air emissions associated with the composting of organic materials. All of the on-site processes are aerobic, with no anaerobic processes; consequently, the vast majority of the air emissions are carbon dioxide (CO₂), associated with the decomposition of organic materials within the composting process. Due to the lack of anaerobic composting, there is no methane (CH₄) being generated.

Composition and Quantity – Nil.

Variability of Emissions – Nil

Treatment Method – Nil.

Monitoring – Nil.

Contingency Plans – Not applicable.

Environmental Receptors – Not applicable.

Fugitive Emissions – All emissions are deemed as being fugitive.

Cumulative Impact – Nil.

Targets and Limits – Nil.

Environmental Risk – Greenhouse gas emissions.

15.2. Dust Emissions

There are minimal dust emissions associated with the composting activities. To date, after many years of operation, there have been no dust management issues identified and no community complaints registered. With the proposed expansion to the composting activity, the new activities are expanding towards the centre of the site and remain at least 400 m from the nearest property boundary; consequently, it is not anticipated that there will be any additional dust emission concerns.

Composition and Quantity – In order to produce a quality compost product, the moisture content of the composted material needs to be maintained at relatively elevated levels above 40% for composting and above 25% for stored product; hence, the composted product, even when being screened does not generate excessive dust.

Compost turning is undertaken front-end loader which is a low impact activity that generates minimal dust emissions.

The main identified source of dust is from deliver/collection vehicle movements along the internal access road; hence, the dust composition would be small particles of earth/soil, with the quantity being a function of the ambient weather conditions and the number of vehicles entering and exiting the site.

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Variability of Emissions – Function of the ambient weather conditions and the number of vehicles entering and exiting the site.

Treatment Methodology – Site speed limits, vehicle speed control, relatively small and confined composting facility with limited opportunity to gather speed, dust suppression with water cart. In addition, the compost and product material moisture content reduces dust generation.

Monitoring – By site personnel and complaints register.

Contingency Plans – Nil.

Environmental Receptors – Facility operators, other site personnel, customers, and adjacent mineral sand mine (which in itself is a dusty activity).

Fugitive Emissions – All emissions are deemed as being fugitive.

Cumulative Impact – Other site uses and the adjacent mineral sand mining activity.

Targets and Limits – No observable dust blowing over the site boundary and no community complaints.

Environmental Risk – Nil.

15.3. Odour Emissions

Due to the environmental concerns regarding odour emissions associated with the receipt and processing of organic materials, in particular FOGO, a specialist odour management consultant has been engaged to undertake a comprehensive review of the potential odour emissions from the proposed activities.

OPAM Consulting has been appointed to undertake the odour risk assessment of the potential odour emissions from the proposed activities. The resulting OPAM Consulting assessment concluded that:

“In March 2021, DWER granted a licence amendment to JD Organics to process 49,500tpa of feedstock.

JD Organics is now ready to expand and seeks approval to process a throughput of 124,000 tpa of solid and liquid feedstock.

FOGO will be the major feedstock to be composted using the future configuration of the Site. FOGO pasteurisation, which is the more odorous phase, will occur in bunkers with recirculated air and zero to limited atmospheric emissions. The pasteurised FOGO will then be matured on the outdoor composting pad or blended with other feedstocks. Pasteurised FOGO has a low potential for odour emissions potential. It was demonstrated during both the October 2020 and the June-August 2021 OFAs which found pasteurised FOGO to be recognised at limited distances.

The tonnage of some feedstocks will be increased for the future configuration and new feedstocks will be used at the Site including odorous feedstocks. However, it was assessed that these odorous feedstocks represent only 11% of the total proposed throughput. With a steady increase in tonnages overtime, the small variation in odorous feedstock volumes will have zero to limited impact on daily odour emissions at the Site for all outdoor composting activities.

Following the OFA carried out between June and August 2021, it was found that:

- *Composting odour could be recognised up to 300m when there was no activity onsite and up to 550m with operations occurring onsite (FEL activity, trommel in operation, etc.);*
- *FOGO could be recognised during 2 OFAs only and at a maximum distance of 350m;*
- *Water pond odour type was recognised up to 450m;*
- *With a size of the GW stockpile larger than during the 2020 assessments, GW odour could be recognised up to 300m.*

Distances at which odours can be recognised are related to the odour emission rates of the surface and volume sources onsite. To process the proposed increased throughput, the surface area of the outdoor composting activities will be expanded. Under similar operating conditions, blending ratios, feedstocks, controls and management, the variation of the odour emission rates will be proportional to the surface area of the material exposed to atmosphere. By estimating the surface areas of the receival, mixing and composting pads as well as the ponds, it was calculated that the future odour footprint under the proposed throughput and future configuration could reach 1,300m.

The house located at about 1,000m north-east of the Site will be leased by JD Organics for their employees with a long-term lease up to August 2033 (duration of the licence). The risk of odour impacts at the closest sensitive receptor located at 1,820m west-south-west of the Site and at other sensitive receptors beyond this distance is low.

When considering the results of the odour assessments, the proposed operating conditions, the controls and management, OPAM Consulting is confident that the current configuration and management of the composting activity at the Site by JD Organics has a low-risk odour impact."

Appendix No. 19 - Odour Risk Assessment provides a copy of the detailed odour risk assessment undertaken.

15.4. Noise Emissions

Noise management is a consideration during the operations on site. The *Environmental Protection (Noise) Regulations 1997* have restrictions on noise emissions during the period 7.00 pm to 7.00 am, where reduced noise levels are assigned. Beyond this time restriction, normal outdoor assigned noise levels for rural areas apply.

The composting activities only occur between the 7.00 am to 7.00 pm noise assessment period; hence, are not impacted by the reduced assigned noise levels. There will be no change to the composting facility operating hours as a result of this application; hence, the facility will continue to operate within the daytime, lesser-restricted period.

The type of material being received at the composting facility is soft and does not generate much noise when being discharged onto the unloading area or when being handled. It is the delivery/collection vehicles, mobile equipment, greenwaste shredder and product screening that generate the vast majority of the noise; however, with the close confines of the facility and the subsequent low speed that the vehicles and mobile equipment can move around the facility, the associated noise emissions are deemed as being minimal. The windrows of composting materials will act as noise abatement screens to reduce noise emissions. In addition, the substantial distance to the nearest sensitive receptor will prevent any off-site noise impact from the proposed development.

The product bagging operation occurs undercover and within the packaging shed and hence, the minimal noise emissions that occur, are controlled.

With this being an existing facility, delivery/collection vehicles, mobile equipment, greenwaste shredding and product screening has been operating on site for many years without there being any associated noise emission issues.

With the proposed expansion, the Proponent will purchase an additional two loaders and a mobile screen. The addition of this plant and equipment will have minimal impact on the noise emissions on site.

Potential sources of noise emissions include:

- Material delivery and receipt vehicles;
- Mobile equipment;
- Greenwaste shredding;
- Product screening; and,
- Product bagging.

All of these noise sources are existing activities on site. With the increased facility throughput, there will be an proportional increase in noise emissions; however, this increase is highly unlikely to negatively impact any neighbouring sensitive receptors.

Composition and Quantity – There are low noise emissions from vehicle movements, including the delivery and collection vehicles and frontend loaders. The occasional use of the greenwaste shredder and product screen will add to the noise emissions.

Treatment Methodology:

The following aspects will ensure minimal noise emissions from the facility:

- All vehicles have broadband reversing alarms, which emit a low frequency sound, but are still effective safety warning devices;
- Vehicles will be travelling at low speed, due to speed and space restrictions on site;
- The material type does not emit excessive noise when being unloaded or handled;
- The Proponent has absolute control over all users of the facility and hence can address any potential excessive noise emissions should they occur; and,
- The nearest sensitive receptor is 1.82 km from the facility.

Monitoring – Noise monitoring is undertaken by site operational staff, who will identify any spike in noise emissions and immediately investigate the situation to identify the source of the increased noise emission. In the event that the noise emission is deemed as being potentially problematic, the incident will be identified, and actions implemented to minimise noise emissions. Should problematic noise emissions persist, a third-party noise specialist will undertake a detailed assessment of the noise and make recommendations on how to minimise noise emissions from the facility. The proponent will then implement noise reduction strategies in line with the recommendation of the noise specialist.

Contingency Plans – Increased training of equipment operators to reduce operational noise. Maintenance of equipment to optimise performance and reduce noise emissions. And enforcement of site speed limits.

Environmental Receptors – Environmental receptors include the operations staff, customers depositing materials, other site users, neighbouring properties.

Fugitive Emissions – Nil.

Cumulative Impact – There are minimal other noise sources within the immediate vicinity of the composting operation, other than the adjacent mineral sand mining operation, the majority of which occur behind earthen bunds.

Targets and Limits – As defined by the *Environmental Protection (Noise) Regulations 1997* and nil complaints.

Environmental Risk – The environmental risk on site and to neighbouring properties is considered to be extremely low.

15.5. Litter Emissions

FOGO is the only incoming material that has the possibility to generate litter, this is however, an extremely unlikely situation, as any light plastics and paper items (contaminants) will be held within the matrix of the FOGO material (paper will rapidly breakdown and disappear in the composting process). In addition, some of the incoming material would have been through a decontamination process to remove the majority of the potential litter from the FOGO material prior to being received on site.

The proposal includes an enclosed Decontamination Shed, which will adequately control any litter generating materials that are removed from the FOGO material.

The post-pasteurisation screening process of the FOGO material, in part, is designed to remove any residual light plastics from the composted material and in the process, this residue will be contained and collected if blown from the screening operation.

Variability of Emissions – Nil.

Treatment Methodology – Pre and/or post-decontamination in a controlled environment and litter collection during screening.

Monitoring – By site operators.

Contingency Plans – Operating screening process when wind speed and direction suits. Additional litter collection.

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Environmental Receptors – Facility operators, other site personnel, customers, and adjacent sand mine.

Fugitive Emissions – All emissions would be considered as being fugitive.

Cumulative Impact – Nil.

Targets and Limits – No litter beyond the composting facility.

Environmental Risk – Nil.

15.6. Light Emissions

Due to the site internal buffers and the fact that operations occur between 7.00 and 17.00, there will be no light emissions across the property boundary.

15.7. Discharge to Water

There will be no discharge to water associated with the proposed operations.

Composition and Quantity – Nil.

Variability of Emissions – Nil.

Treatment Method – Nil.

Monitoring – Nil.

Contingency Plans – Nil.

Environmental Receptors – Nil.

Cumulative Impact – Nil.

Targets and Limits – Nil.

Environmental Risk – Nil.

15.8. Discharge to Land

There will be no discharge to land associated with the proposed operations.

Composition and Quantity – Nil.

Variability of Emissions – Nil.

Treatment Method – Nil.

Monitoring – Nil.

Contingency Plans – Nil.

Environmental Receptors – Nil.

Cumulative Impact – Nil.

Targets and Limits – Nil.

Environmental Risk – Nil.

16. Vermin Management

Based on the type of materials being handled on site, especially the FOGO material, there is a substantial food source for vermin; consequently, this is an ongoing consideration. Typically, the FOGO component of the process will provide the most substantial food source.

The potential sources of vermin include:

- Arriving in the material being delivered to site; and,
- Living in and around the site.

Preventative measures include:

- Rapid mixing and processing of all incoming material;
- Vermin management in and around the composting facility;
- Should vermin be observed within the composting facility, the appropriate eradication procedures will be undertaken. This will initially involve trapping and or baiting activities by site operational staff and if required, professional pest controllers being utilised to manage the situation. Typically, vermin could include rats, mice and cockroaches; and,
- On occasion, both mouse and rat traps are spread around the site even if vermin have not been identified. This will assist in identifying the presence of any rats or mice.

In addition to the above, the Proponent also has an active stable fly management system on-site.

Appendix No. 21 – Stable Fly Management Plan provides a copy of the stable fly management plan.

17. Native Vegetation, Flora and Fauna

There is no requirement for any bush clearing as a result of the proposed facility expansion. The facility expansion has been designed to work around all native vegetation.

Fauna Habits and Status – There will be no impact on the local fauna within the expanded facility area, as the site is already cleared as part of historical agricultural operation.

Area to be cleared – Nil.

Neighbouring or Other Local Native Vegetation - The proposed expansion will not have an impact on the neighbouring vegetation.

Flora and Fauna - The proposed expansion will not have an impact on the neighbouring flora and fauna.

Impacts on Land, Soil, Salinity and Waterways - The proposed expansion is considered unlikely to have an impact on land, soil, salinity and waterways, as there are extensive design and operational consideration to protect the surrounding environment, that include:

- Concrete floors/slabs;
- Low permeability hardstands;
- Leachate collections systems;
- Leachate ponds;
- Perimeter bunds to control surface water runoff and delineate compost manufacture areas (prevent over-spill); and,
- Recirculation and consumption of leachate.

Sustainability - It is considered that the composting facility location and design provide a sustainable environmental solution, within a reasonable travel distance from the Perth Metropolitan area and the compost product being manufactured in close proximity to agricultural areas.

Exemptions and Permits – Nil required.

Closure, Rehabilitation and Post-closure Management – The existing and proposed facility is an ongoing business concern; hence, there are no closure, rehabilitation and post-closure requirements.

18. Fire Management

Fire management is a critical activity on site.

All solid material that is received and processed on-site is highly combustible; however, as part of the composting process is deliberately maintained at a high moisture content. Initially, during the pasteurisation process, where there is a high putrescible content within the windrows, if the material is not managed appropriately, there can be excessive heat generated that could cause spontaneous combustion and even with the high moisture content, the windrows can ignite. This is widely known in the composting industry and the Proponent is well aware of the associated fire risks and operates the facility to absolutely minimise the chance of a fire and in the event of a fire, is able to extinguish the fire rapidly.

With the high moisture in the material, in the event that a windrow catches fire, typically, although intense, the fire progresses horizontally relatively slowly and hence, provides greater opportunity to manage and extinguish the fire.

Pre-shredded greenwaste is a drier material than the pasteurising and composting materials; however, contains significantly less putrescible material and has more air voids and hence, does not generate significant heat and hence is far less of a spontaneous combustion risk. However, if ignited (generally from an external source), because it is dry, the fire propagates rapidly.

Potential fire sources on-site include:

- Spontaneous combustion within pasteurisation and compost windrows due to elevated internal temperatures;
- Ignition sources in feedstock (eg. lithium batteries);
- Electrical faults in mobile and processing equipment;
- Discarded cigarettes;
- Vandalism; and,
- Lightning or off-site fire encroachment.

The risk of fires at the composting facility are managed in the following ways:

- Regular visual inspection of windrows to identify smouldering areas or smoke;
- Significant volumes of air blown through the forced aeration pasteurisation windrows to maintain the windrow temperature below 70 ° Celsius;
- Windrow moisture content maintained between 40% and 60% and finished product stockpile at minimum 25%;
- Compost windrows turned regularly to aerate the windrow material and reduce the heat build-up;
- Pasteurisation bunkers designed as individual compartments, with a fire-wall between each bunker;
- Fire/smoke alarms in each bunker;
- Weekly temperature monitoring of the windrowed material;
- Adequate vehicle access to individual material windrows for firefighting purposes;

- Mobile equipment and staff available to rapidly move material away from the area of ignition;
- Composting hardstands well away from surrounding bushland, with leachate ponds between;
- Shire approved Bushfire Management Plan to manage bushfire impact;
- Large volume water tanks of firefighting water;
- Appropriate firefighting equipment on site and adequate training for site operating staff;
- Staff living in the adjacent farmhouse (950 m northeast) to identify and manage afterhours fires; and,
- Appropriate site security to reduce the likelihood of vandals entering the site.

There is currently 150kL water tank, 20kL water cart, fire hydrant filling point, pumps and hoses permanently on site and immediately available for use in the event of a fire. The expanded facility includes an additional 2 x 150kL water tank that can assist in water supply for firefighting purposes. As last resort, additional firefighting water can be extracted from any of the leachate ponds. In addition to the above, the adjacent mine operation has three 50kL water carts that can be used if required.

The Proponent has developed a Fire Management Plan, which is used in the event of a fire.

Appendix No. 20 – Fire Management Plan provides a copy of the fire management plan.

There is a groundwater supply on-site to ensure that the water supply tanks are always full of water.

19. Solid/Liquid Waste

19.1. Solid Waste

There is no solid waste produced by the composting operations. The decontamination operation will generate a waste residue from the sorting processes. This material will be placed in containers and removed from site.

Composition and Quantity – Class II material type. Variable municipal waste residue from the decontamination operation. The quantity will be a function of the quantity of FOGO material being received on site.

Variability of Emissions – Nil.

Treatment Method – Nil.

Controlled Waste Tracking – Nil.

Contingency Plans – Nil.

Environmental Receptors – Nil.

Cumulative Impact – Nil.

Waste Reuse – Nil.

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Environmental Risk - Nil.

19.2. Liquid Waste

Liquid waste will be accepted as described above and in accordance with licence requirements.

Composition and Quantity – As described above and in accordance with the licence.

Variability of Emissions – Nil.

Treatment Method – Immediately incorporated into compost mixes or stored in tankers or ponds.

Controlled Waste Tracking – In accordance with the DWER Controlled Waste Tracking System.

Contingency Plans – Nil.

Environmental Receptors – Nil.

Cumulative Impact – Nil.

Waste Reuse – Nil.

Environmental Risk - Nil.

20. Hydrocarbon/Chemical Storage

20.1. Hydrocarbon Storage

Quantity and Type – 5,000L double-skinned diesel storage tank and a few 200L drums of oil stored in a sea container.

20.2. Chemical Storage

Quantity and Type – There is no storage of any chemicals associated with the composting operation.

21. Contaminated Site Identification

A review of the DWER Contaminated Sites Data Base

(<https://dow.maps.arcgis.com/apps/webappviewer/index.html?id=c2ecb74291ae4da2ac32c441819c6d47>) has indicated that the site is not a registered Contaminated Site.

22. Risk Assessment

This risk assessment relies on relevant information that has been provided in the above documentation and identifies the potential source, pathway and impact to receptors in accordance with the *Guidance Statement: Risk Assessments* (DER 2017).

For there to be a Risk Event there must be an emission, a receptor which may be exposed to that emission through an identified actual or likely pathway, and a potential adverse effect to the receptor from exposure to that emission.

Due to the concern with odour from the proposed activities, a separate, more detailed odour risk assessment has been carried out; consequently, odour considerations have not been included in this risk assessment.

Appendix No. 19 - Odour Risk Assessment provides a copy of the detailed odour risk assessment undertaken.

22.1. Source-Pathway and Receptors

22.1.1. Emissions and Controls

Possible emissions and associated likely pathways of transmission have been identified along with proposed controls.

Emissions and controls associated with existing site activities are managed in accordance with existing facility licence conditions and have not been included in this assessment, other than where there is considered to be a cumulative impact associated with the proposed composting activity.

Table 10 – Emissions and Controls provides a summary of the potential emissions from the proposed activities and the controls to manage the identified emissions.

Table 10 – Risk Assessment

Emission	Source	Potential Pathway	Proposed Control
Odour	FOGO and animal mortalities unloading, mixing and composting	Air/windborne pathway	Due to the significance of the potential risk associated with odour, a separate odour risk assessment has been undertaken. Pasturisation of these materials will occur within enclosed building, with the pasteurisation period being determined based on the material type.
Dust	Dust generated during material deliver, unloading, mixing, composting and removal	Air/windborne pathway	Slow vehicle movements around the composting area Composting material maintained at a minimum 40% moisture content and stockpiled product at minimum 25% Water cart to wet down dried windrow and stockpile surfaces Gentle loading of product removal vehicles Physical separation distance between premises and sensitive receptors
Noise	Noise generated from vehicle and machinery movements and processing equipment	Air/windborne pathway	Appropriate maintenance of all plant machinery and equipment is conducted on a regular basis. Composting operations occur within the lesser-restricted noise period (7.00 am to 7.00 pm) Physical separation distance between premises and sensitive receptors Adjacent compost stockpiles provide noise abatement.

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Emission	Source	Potential Pathway	Proposed Control
Litter	Litter generated from proposed FOGO activity	Air/windborne pathway	Limited litter contamination within the input feedstock is considered to be an integral part of the material matrix and highly unlikely to be easily blown away from the mixed material and negatively impact on surrounding receptors Enclosed decontamination shed Litter control during screening operations
Leachate	Stormwater potentially contaminated with organic waste residue from handling and composting operations	Seepage to soils and groundwater	All activities occur on the compost area hardstand or within buildings with concrete floors and leachate collection systems. Comprehensive stormwater management system to collect and retain contaminated surface water runoff Additional contingency ponds.
Smoke	Fire	Air/windborne pathway	Fire management systems and firefighting equipment (water cart) to minimise fires occurrence and impact Physical separation distance between the premises and residential receptors
Fire debris and wash waters	Firefighting activities	Seepage to soils and groundwater	All activities occur on the compost area hardstand; hence, all fires would be in the same area and consequently, all firefighting water will flow into the contaminated stormwater containment systems

22.1.2. Receptors

With the site being an existing composting facility and hence having been through numerous previous works approval and licence assessments, the site receptors are well established.

Employees, visitors and contractors on site have not been included in the list of receptors, as these parties are considered as being associated with the proposed development and hence, protected by site operating processes, management strategies and relevant State legislation.

The nearest residential property is a farmhouse located approximately 1 km to the north-east of the facility will be leased by the Proponent for its employees, with a long-term lease up to August 2033 (duration of the licence). In addition, a 700m wide mine pit is currently being excavated between the facility and this farmhouse. The closest sensitive receptor is located at 1.82 km west-south-west of the facility. There are also four additional farmhouses to the southwest at distances ranging from 2.08 km to 2.76 km from the edge of the activity boundary. All of these receptors are well beyond the separation distance requirement for the liquid waste and solid waste related activities, with the detailed odour assessment being used to assess the required separation distance for the compost activity.

Table 11 – Human and Environmental Receptors provides detail on the surrounding receptors.

Table 11 – Human and Environmental Receptors

Receptor Identifier	Human Receptors	Distance from Prescribed Activity
R1	Farmhouse	1.82 km west-southwest
R2	Farmhouse	2.08 km west-southwest
R3	Farmhouse	2.23 km west-southwest
R4	Farmhouse	2.56 km west-southwest
R5	Farmhouse	2.76 km southwest
Receptor Identifier	Environmental Receptors	
E1	Unnamed Lakes running north south to the west of the facility	Nearest 1.5 km southwest from the edge of the composting facility
E2	White Lake	1.9 km west-southwest from the edge of the composting facility

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E3	Yurine Swamp Nature Reserve	2.9 k southwest from the edge of the composting facility
E4	Beermullah Lake	3.3 km northwest from the edge of the composting facility
E5	Groundwater TDS 0-500 mg/L) beneficial use	Approximately 10 m belowground
E6	Threatened ecological community (TEC) Banksia dominated woodlands of the Swan Coastal Plain	With site boundary, adjacent to numerous leachate and storage ponds
E7	DBCA managed land – Boonanarring Nature Reserve	270 m to the east of the site boundary or 1 km from the edge of the composting facility

Attachment No. 12 – Receptors provides information on the human and environmental receptors.

22.1.3. Risk Ratings

Risk ratings have been assessed in accordance with the *Guidance Statement: Risk Assessments* (DER 2017) for those emission sources which are proposed to change and takes into account potential source-pathway and receptor linkages. Where linkages are in-complete they have not been considered further in the risk assessment.

Table No. 12 - Risk Rating Matrix provides the risk rating based on the relevant risk likelihood and consequence.

Table No. 12 - Risk Rating Matrix

Likelihood	Consequence				
	Slight	Minor	Moderate	Major	Severe
Almost Certain	Medium	High	High	Extreme	Extreme
Likely	Medium	Medium	High	High	Extreme
Possible	Low	Medium	Medium	High	Extreme
Unlikely	Low	Medium	Medium	Medium	High
Rare	Low	Low	Medium	Medium	High

The Risk Rating Matrix is based on the following:

Consequence:

- Slight – Local Scale Impacts: minor impacts to amenity.
- Minor – Local Scale Impacts: Low-level impact to amenity.
- Moderate – Local Scale Impacts: Mid-level impact to amenity.
- Major - Local Scale Impacts: High-level impact to amenity.
- Severe - Local Scale Impacts: Permanent loss of amenity.

Likelihood:

- Rare – The risk event may only occur in exceptional circumstances.
- Unlikely – The risk will probably not occur in most circumstances.
- Possible – The risk event could occur at some time.
- Likely – The risk event will probably occur in most circumstances.
- Almost Certain – The risk event is expected to occur in most circumstances.

Table 13 – Risk Rating provide an assessment of the risk rating of each identified risk event.

Table 13 – Risk Rating

Risk Event				Risk Rating
Source/Activity	Potential Emission	Potential Pathway and Impact	Receptor	C = Consequence L = Likelihood

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

APPENDIX 13.5.3

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Material deliver, unloading, mixing, composting and removal	Dust	Air/windborne pathway causing health and amenity	Neighbouring properties	C = Slight L = Unlikely Low Risk
Material deliver, unloading, mixing, composting and removal	Noise	Air/windborne pathway causing health and amenity	Neighbouring properties	C = Minor L = Unlikely Low Risk
FOGO deliver, unloading, mixing, composting and removal	Litter	Air/windborne pathway causing health and amenity	Neighbouring properties	C = Slight L = Unlikely Low Risk
Material deliver, unloading, mixing, composting and removal	Leachate	Overland runoff and infiltration to groundwater resulting in health impacts to groundwater users	Local groundwater users, groundwater dependent wetlands, TEC woodlands	C = Minor L = Unlikely Low Risk
Composting and end product	Pathogens	Air/windborne pathway causing health and amenity Direct contact causing impacts to human health.	Neighbouring properties and end product users	M = Moderate L = Unlikely Medium Risk
Upset conditions (fire)	Smoke – particulates, noxious gasses and ash	Air/windborne pathway causing health and amenity	Neighbouring properties	C = Moderate L = Rate Medium Risk
	Fire debris and washwaters	Overland runoff and infiltration to groundwater resulting in health impacts to groundwater users	Local groundwater users, groundwater dependent wetlands	C = Minor L = Unlikely Low Risk

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The outcome of the Risk Assessment is that there is a low risk of human or environmental impact for all potential emission sources identified, other than for pathogens to product end users and smoke impact to neighbours.

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Appendices

- Appendix No. 1 – Site Plan**
- Appendix No. 2 – Prescribed Boundary Plan**
- Appendix No. 3 – Overall Layout Plan**
- Appendix No. 4 - AS2H Acid Liquid Waste Process**
- Appendix No. 5 - AS2K Non-Toxic Salts and Alkali Liquid Waste Process**
- Appendix No. 6 - AS2D Organic Liquid Waste Process**
- Appendix No. 7 - AS2J Wash Waters Liquid Waste Process**
- Appendix No. 8 - Glycol Trial**
- Appendix No. 9 - AS2I Glycol Liquid Waste Process**
- Appendix No. 10 - Construction Drawing Set**
- Appendix No. 11 - Decontamination Shed**
- Appendix No. 12 - Receptors**
- Appendix No. 13 - AS2E FOGO Process**
- Appendix No. 14 - AS2F Animal Mortalities Process**
- Appendix No. 15 - AS2G Vermi Composting Process**
- Appendix No. 16 - Groundwater Monitoring Bores**
- Appendix No. 17 - Water Balance**
- Appendix No. 18 - Construction Specification Hardstand No. 4 & 5**
- Appendix No. 19 - Odour Risk Assessment (Redacted)**
- Appendix No. 20 - Fire Management Plan**
- Appendix No. 21 – Stable Fly Management Plan**

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Appendix No. 1 – Site Plan

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MINUTES ORDINARY COUNCIL MEETING 17 MAY 2022

APPENDIX 13.5.3



SITE PLAN
SCALE 1 : 2,500 (A1)

FOR APPROVAL

25 NOVEMBER 2021

GENERAL NOTES:

1. ALL WORKS SHALL BE IN ACCORDANCE WITH CURRENT LOCAL AUTHORITY SPECIFICATIONS AND STANDARD DRAWINGS. IT IS THE CONTRACTORS RESPONSIBILITY TO COMPLY WITH ALL RELEVANT LEGISLATION.
2. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO MAINTAIN THE STABILITY OF ANY TEMPORARY WORKS ON THE SITE.
3. DO NOT SCALE FROM DRAWINGS.
4. ANY VARIATIONS FROM THE DRAWINGS TO BE DISCUSSED WITH THE SUPERINTENDENT.
5. ALL VOLUMES OF CUT AND FILL TO BE VERIFIED WITH RECONFIRMED SURVEY LEVELS.
6. NOTES ON DRAWINGS SHALL BE CROSS REFERENCED TO THE SPECIFICATION WHICH HAS FURTHER DETAILS OF THE REQUIREMENTS. IF THE DRAWING NOTES AND THE SPECIFICATION ARE NOT CONSISTENT THE SPECIFICATION TAKES PRECEDENCE.
7. FOR SURVEY CONTROL INFORMATION REFER TO THE CONSULTING SURVEYOR SHOWN ON THIS PLAN FOR CONTACT DETAILS.
8. LOCATION AND LEVEL OF EXISTING SERVICES AND STRUCTURES HAS BEEN PLOTTED FROM AVAILABLE RECORDS AND IS INDICATIVE ONLY. THE CONTRACTOR SHALL ACCURATELY LOCATE THESE ON SITE PRIOR TO COMMENCING WORKS AND SHALL PROTECT ALL EXISTING SERVICES DURING CONSTRUCTION. ANY DAMAGE TO EXISTING SERVICES SHALL BE REPAIRED AT THE CONTRACTORS EXPENSE.
9. SURVEY MAY NOT OF LOCATED ALL OF THE EXISTING FEATURES. CONTRACTOR TO CONFIRM ALL EXISTING FEATURES PRIOR TO COMMENCING CONSTRUCTION.
10. ALL SETOUT AND LEVELS MUST BE CONFIRMED ON SITE PRIOR TO COMMENCING ANY CONSTRUCTION.
11. EROSION AND SEDIMENT CONTROL MEASURES WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND MUST BE UNDERTAKEN BY THE CONTRACTOR PRIOR TO COMMENCING ANY CONSTRUCTION AND APPROVED BY THE CLIENT.

NOTE - UNDERGROUND SERVICES

UNDERGROUND SERVICE LOCATIONS SHOWN ON THIS PLAN HAVE BEEN DETERMINED BY FIELD SURVEY AND/OR OFFICE RECORDS, AND MAY NOT REPRESENT ALL SERVICES OR EXACT LOCATIONS. THE CONTRACTOR MUST ACCURATELY LOCATE AND DEPTH ALL SERVICES LIKELY TO BE ENCOUNTERED DURING CONSTRUCTION, PRIOR TO COMMENCING ANY EXCAVATION WORKS. VERY IMPORTANT TO CHECK BEFORE STARTING CONSTRUCTION. ANY CLASHES MUST BE REPORTED TO ENGINEER ASAP.

SURVEYORS CONTACT DETAILS:

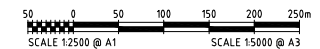


RM SURVEYS
LICENSED SURVEYORS

PHONE: 08 9457 7900 EMAIL: INFO@RMSURVEYS.COM.AU WEBSITE: RMSURVEYS.COM.AU

SURVEY CONTROL DETAILS:

Note:
HORIZONTAL DATUM: MGA94 ZONE 50
VERTICAL DATUM: AUSGEOD09



REVISIONS							
No.	BY	DATE	DESCRIPTION	DWG. CHK.	I.W.		
B	S.B.Y.	25/11/21	ISSUED FOR APPROVAL	DRAWN	S.B.Y.	11/21	
A	S.B.Y.	18/11/21	CONCEPTUAL ONLY FOR DISCUSSION	DES. CHK.	I.W.		

TECHNICALLY APPROVED:

iw Projects

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JD ORGANICS PTY LTD

276 AURISCH ROAD, BOONANARRING WA 6503
COMPOSTING FACILITY
SITE PLAN

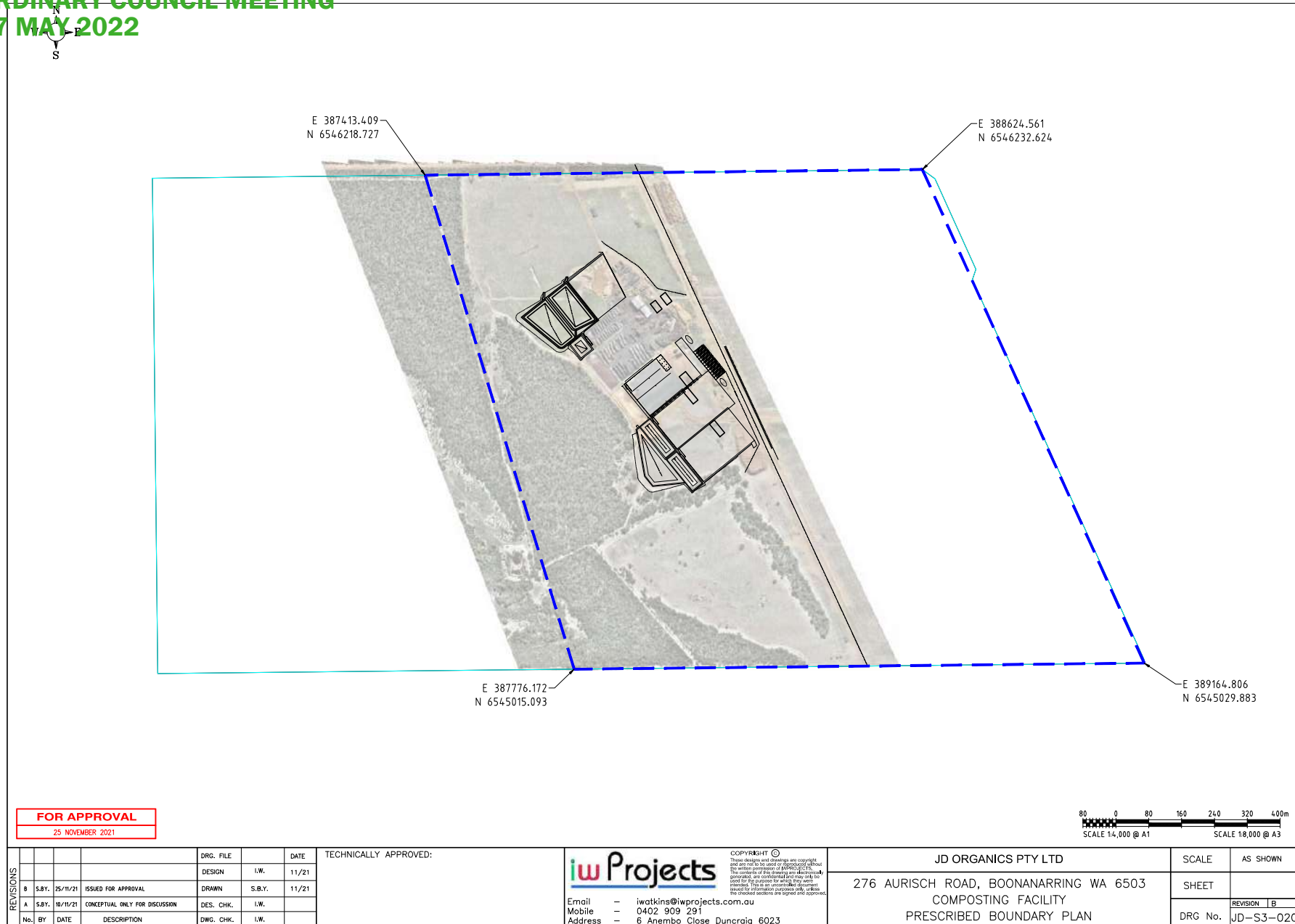
SCALE	AS SHOWN
SHEET	REVISION B
DRG No.	JD-S3-002

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26 November 2021

Appendix No. 2 – Prescribed Boundary Plan

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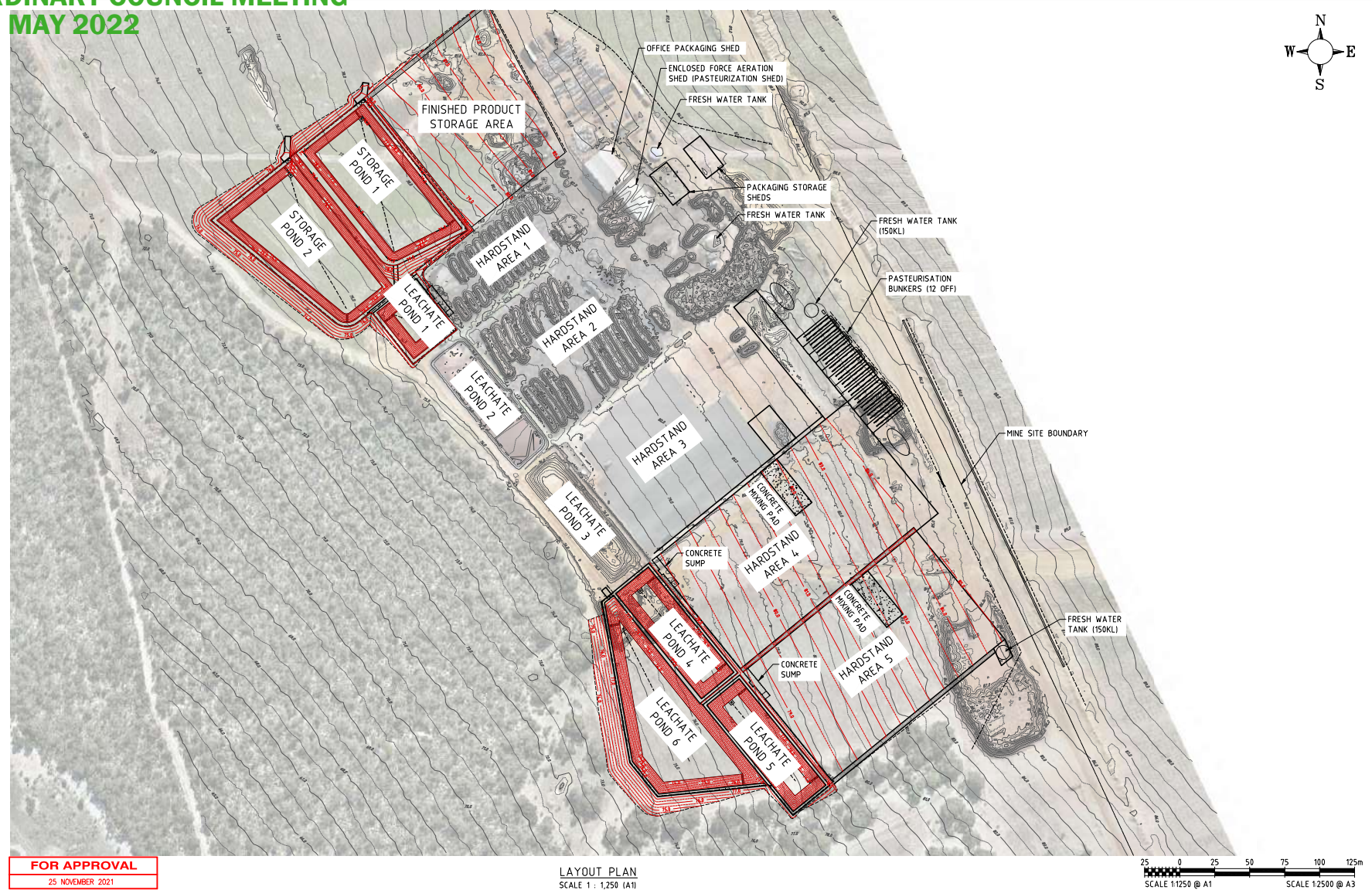


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Appendix No. 3 – Overall Layout Plan

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				DRG. FILE		DATE		TECHNICALLY APPROVED:				COPYRIGHT © These designs and drawings are copyright and are not to be used or reproduced without the written permission of the author. The contents of this drawing are electronically generated, are conditional and may only be used for the purpose for which they are intended. This is an uncontrolled document. Issues for information purposes only, unless stated otherwise.		JD ORGANICS PTY LTD		SCALE		AS SHOWN			
B		S.B.Y.		25/11/21		ISSUED FOR APPROVAL		DRAWN		S.B.Y.		11/21				276 AURISCH ROAD, BOONANARRING WA 6503		SHEET			
A		S.B.Y.		18/11/21		CONCEPTUAL ONLY FOR DISCUSSION		DES. CHK.		I.W.						COMPOSTING FACILITY					
No.		BY		DATE		DESCRIPTION		DWG. CHK.		I.W.						OVERALL LAYOUT PLAN – NEW WORKS		DRG No.		JD-S3-003	

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Appendix No. 4 – AS2H Acid Liquid Waste Process

This Appendix contains confidential information and has been provided in a separate confidential document.

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**Appendix No. 5 – AS2K Non-Toxic Salts and Alkali Liquid Waste
Process**

*This Appendix contains confidential information and has been provided in a separate
confidential document.*

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Appendix No. 6 – AS2D Organic Liquid Waste Process

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 7 – AS2J Wash Waters Liquid Waste Process

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 8 – Glycol Trial

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 9 – AS2I Glycol Liquid Waste Process

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 10 – Construction Drawing Set

This Appendix contains confidential information and has been provided in a separate confidential document.

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26 November 2021

Appendix No. 11 – Decontamination Shed

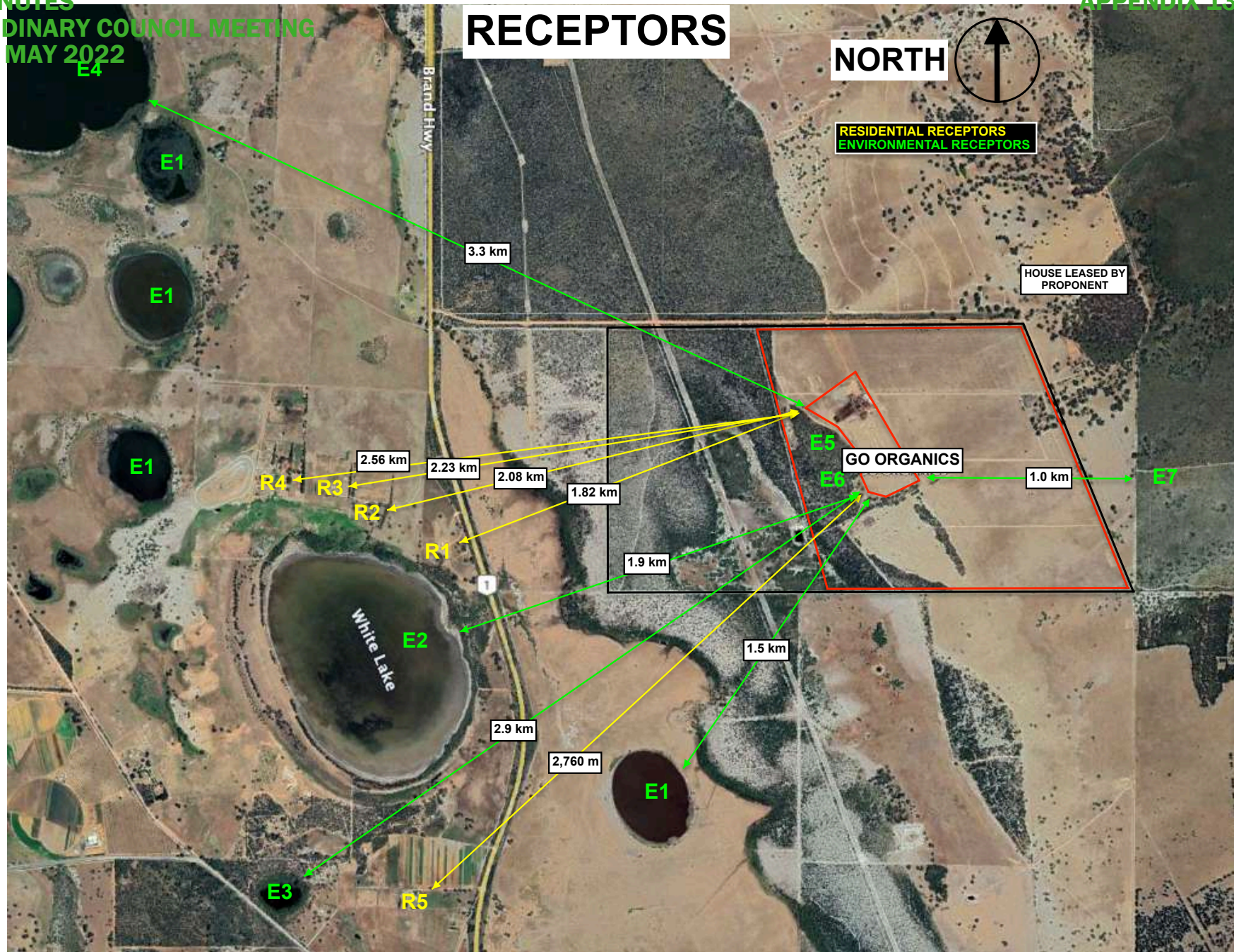
This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 12 – Receptors

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Appendix No. 13 - AS2E FOGO Process

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 14 - AS2F Animal Mortalities Process

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 15 - AS2G Vermi Composting Process

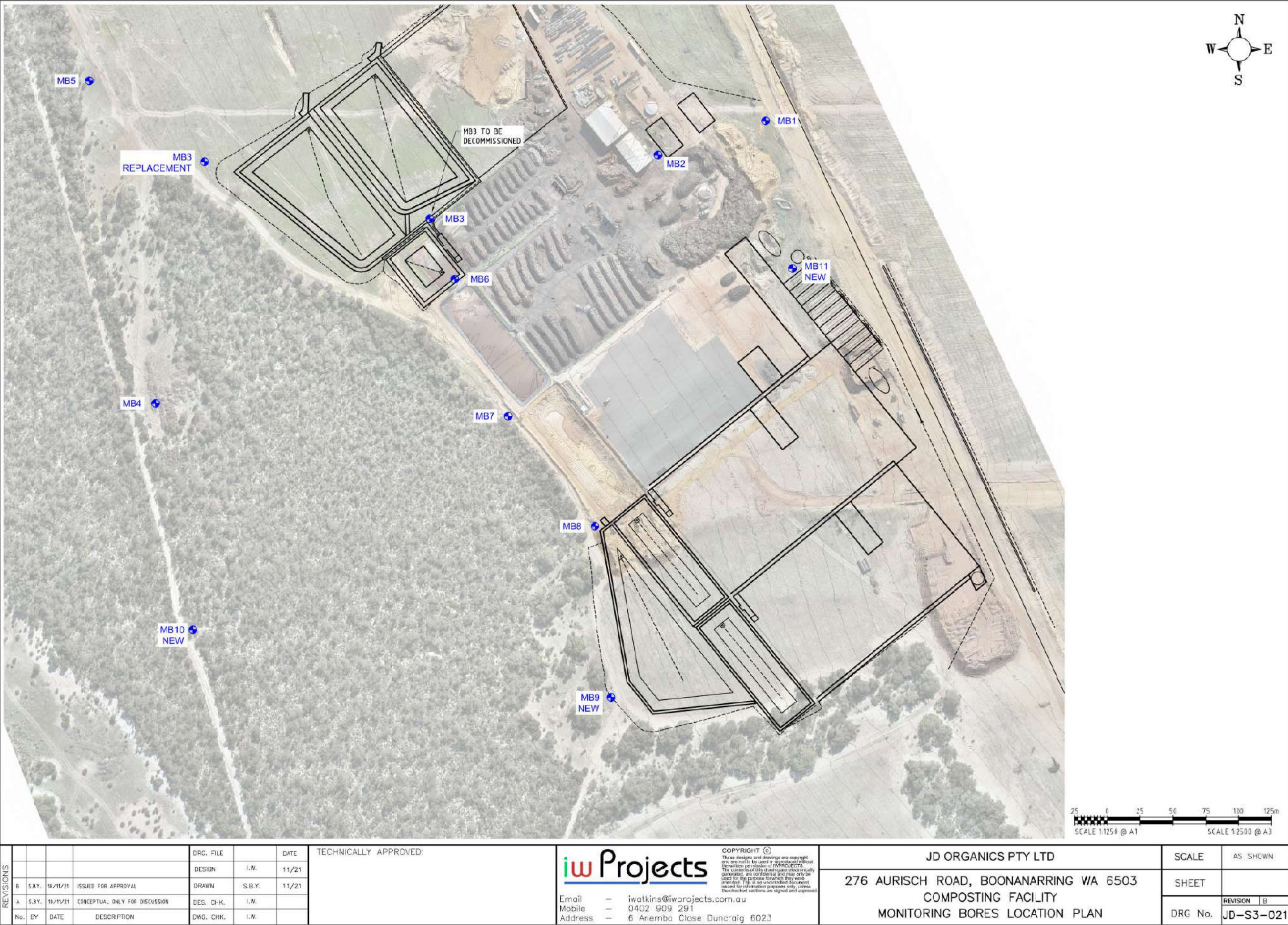
This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 16 - Groundwater Monitoring Bores

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Appendix No. 17 - Water Balance

This Appendix contains confidential information and has been provided in a separate confidential document.

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Appendix No. 18 - Construction Specification Hardstand No. 4 & 5

This Appendix contains confidential information and has been provided in a separate confidential document.

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26 November 2021

Appendix No. 19 - Odour Risk Assessment (Redacted)

This Appendix contains confidential information and has portions redacted. The complete Odour Risk Assessment has been provided in a separate confidential document.



JD Organics Boonanarring Works Approval Application – throughput of 124,000 tpa

Information for the odour risk assessment

Prepared for:

JD ORGANICS

November 2021

OPAM 21060410

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



Project: Works Approval Application – throughput of 124,000 tpa
Information for the odour risk assessment

Scope of Work Collection of information for the odour risk assessment

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REVISION HISTORY

Project Number:	OF2020_003			
Report Title:	JD Organics Boonanarring – FOGO Trial – FOGO odour footprint			
Revision #	Date	Author	Submitted to client	
			Copie(s)	Date
v0 Draft	14/10/21	Philippe Najean	1 – electronic (email)	14/10/21
FINAL	24/11/21	Philippe Najean	1 – Electronic (email)	24/11/21

OPAM 21060410

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



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JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



Executive Summary

JD Organics seeks approval to process 124,000tpa of solid and liquid feedstocks (**the activity**) at its Boonanarring site (**the Site**).

The Operational Odour Analysis (**OOA**) performed in accordance with the process recommended in the Department of Water and Environmental Regulation (**DWER**) Guideline: Odour emissions has shown that the residual odour impact potential for the new facility will be low. This has been based on the reviews of the operating conditions, the types of feedstocks to be used, and the controls and corrective actions implemented at the Site.

Food Organics & Green Organics (**FOGO**) will be the major feedstock used onsite. The pasteurisation of the FOGO material is the source of high odour emissions; pasteurisation will occur in controlled environments in enclosed bunkers with limited atmospheric emissions.

The tonnage of odorous feedstock to be processed outdoor will increase by only 11% from the total throughput. This increase will have zero to limited impact on daily odour emissions at the Site for all outdoor composting activities.

Some odour field assessments (**OFAs**) [REDACTED] were carried out between June and August 2021 to assess the Site's current odour footprint. Compost odour was recognised at a maximum distance of 550m from the activity boundary; odours from FOGO, green waste and pond water were recognised between 300m and 450m.

With the expanded surface areas for the receipt, mixing and composting pads as well as the water and leachates ponds to accommodate the process of 124,000 tpa of feedstock, it is estimated that the maximum distance at which odours from the facility will be recognised is 1,300m.

The farmhouse located at about 1km north-east of the facility will be leased by JD Organics for their employees with a long-term lease up to August 2033 (duration of the licence). In addition, a 700m wide mine pit will be in exploitation between the Site and this house. The new closest sensitive receptor is located at 1,820m west-south-west of the facility and further than the extrapolated odour footprint under the future configuration of the facility. Other sensitive receptors are located between 2,080m and 2,760m.

The following five tools proposed in the DWER Guideline: Odour emissions dated June 2019 (**DWER Guideline**), were used to support this application:

- Operational odour analysis (**OOA**);
- Location review;
- Odour field assessment (**OFA**);
- Complaint review;
- Comparative odour footprint similar to the use of comparative odour modelling.

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The results of these five tools provided multiple independent lines of evidence that support the low-risk odour impact expected from the activity.

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1 Introduction

1.1 Context

Following the successful implementation of a FOGO trial in 2020, in October 2021 JD Organics was granted an amended licence to increase the throughput to 49,500tpa including 8,000 tpa of FOGO.

JD Organics is currently seeking approval to increase the total throughput from 49,500 tpa to 124,000 tpa.

Although the intended changes will include an increase in some current feedstocks and some new feedstocks (mainly liquid waste), FOGO will represent the major feedstock with an annual throughput of 60,000 tpa.

The pasteurisation of this quantity of FOGO will be conducted in new bunkers under a controlled environment. New composting and mixing pads and ponds are also required to process the larger quantities of feedstocks.

Details about the operation, the new infrastructures, and the proposed controls can be found in the Works Approval Application report from IW Projects.

For a total throughput of 124,000 tpa, the total production of compost will be around 60,000 tpa. According to the DWER Guideline, any final product tonnage above 35,000 tpa requires a detailed odour analysis.

This detailed odour analysis was performed under the current configuration (8,000 tpa of FOGO) and was then considered using the proposed new infrastructure and increased throughput.

1.2 Purpose

The purpose of this assessment is to gather data about the existing and new activity, infrastructures, and management in relation to the throughput increase. The collected data will be used by DWER to assess the odour risk associated with the acceptance, and processing of, larger volumes of feedstock.

Data has been gathered using the major tools referred to in the DWER Guideline, namely:

- the operation odour analysis (OOA);
- the location review;
- the odour footprint from odour field assessments (OFA) [REDACTED];
- odour complaint analysis;
- information based on a reasoning similar to the comparative dispersion modelling,

This report presents the findings, interpretations and outcomes of the data gathered at the Site under 49,500 tpa throughput prior to the increase to 124,000 tpa.

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1.3 Scope

JD Organics contracted OPAM Consulting to:

- collect the minimum information required to support the works approval application; and
- provide information to DWER officers to assess the odour risk of the proposed activity.

OPAM Consulting:

- reviewed the current and future operations (site visit and meeting with the operator) to gather information for the OOA;
- reviewed the location and the environment of the facility located on the Site (**Facility**) with particular consideration given to the mine site located on the Facility's eastern side;
- carried out 6 OFAs [REDACTED] to provide approximations as to what distances the odour plume could extend to;
- reviewed the odour complaints, if any, received by JD Organics; and,
- provided an estimate of the activity's future expected odour footprint while processing a throughput of 124,000 tpa.

Some information is provided in the Works Approval Application report from IW Projects which details the new structure for producing compost from a feedstock throughput of 124,000 tpa.

2 Operational Odour Analysis (OOA)

The future configuration of the Facility is presented in **Figure 1**.

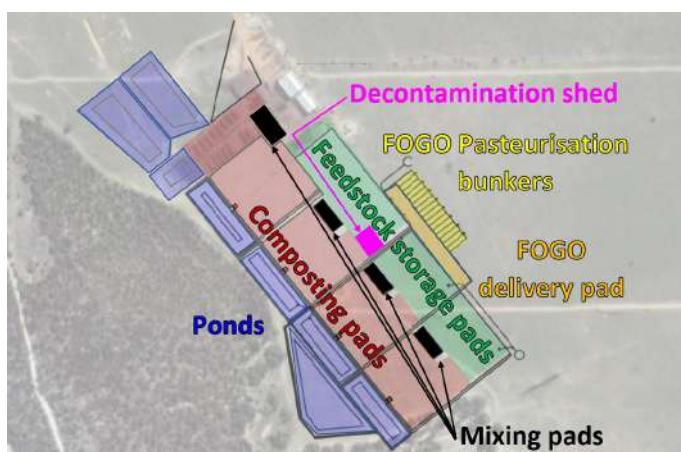


Figure 1: future configuration of the Facility for an annual throughput of 124,000 tpa

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Under the DWER Guideline, an OOA is a priority tool. An OOA provides information on operations and sources with emissions that have the potential to create offsite odour impacts. It also provides proposed monitoring and management procedures.

The current and proposed throughputs for the activity are detailed per material in **Table 1**.

Table 1: Current and proposed throughput per feedstock at the Facility

	Material	Specification or quantity limit	
		Current	Proposed
Solid wastes			
1	Green waste	Combined total of 32,000 tpa	Combined total of 33,000 tpa
2	Jarrah sawdust		
3	Pine bark		
4	Spent mushroom compost	1,000 tpa	1,000 tpa
5	Aged poultry manure on absorbent carbon bedding	Combined total of 3,500 tpa	Combined total of 7,000 tpa
6	Aged cow manure on absorbent carbon bedding		
7	Aged sheep manure on absorbent carbon bedding		
8	Food organic waste and garden organic waste	8,000 tpa	60,000 tpa
9	Animal mortalities		500 tpa
10	Acid Sulphate Soils (PASS)		500 tpa
11	Commercial food waste (Vermi composting)		2,000 tpa
Liquid wastes			
12	K110 Grease trap waste	Combined total of 5,000 tpa	Combined total of 11,500 tpa
13	K200 Food and beverage processing waste		
14	K100 Animal effluent		
15	D300 Non-toxic salts		Combined total of 8,500 tpa
16	L150 Low strength washwaters		
17	M130 Coolants and glycols		
18	C100 Alkalis		
19	B100 Acids		
Total		49,500tpa	124,000 tpa

Table 2 contains an OOA for operations at the Facility and is set out in a DWER template.

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Table 2: Operational Odour Analysis (OOA) for the Facility

Odour emission operations review		Operational Condition
Composting activity at the JD Organics, Boonanarring		Normal
Odour sources and emissions	Fugitive odour emissions can occur from the material sitting on the different pads, from the FOGO pasteurisation bunkers and from the ponds. Emissions will be related to: - the surface area of the windrows and stockpiles exposed to air and possible disturbances of the material when windrows and stockpiles are built or collapsed and when delivery trucks are unloaded on the feedstock and FOGO delivery pads; - the surface area of the water in the ponds; - open doors of bunkers when loading the FOGO in or removing the FOGO from the bunker <u>Feedstock pads</u> The various feedstock will be delivered by trucks from 6am to 5pm. Due to the nature of some feedstocks and the surface area of exposure to the atmosphere, the storage area will be a source of odour. <u>Mixing pads</u> Green waste (GW), other solid feedstocks but also pasteurised FOGO and pond water or liquid waste (LW) will be blended at the mixing pads. The addition of the liquid phase is done by adding water or liquid phase into a bunded area built from solid waste used for the wall (1m+ wide) and floor (500mm+ thick) sections. Due to the surface area exposed to air and the disturbance of the various feedstock, this operation is a source of odour emissions. <u>Composting pads</u> The composting pads will receive some blends of raw material to undergo pasteurisation and maturation phases or blends of raw material and pasteurised material (addition of pasteurised FOGO to fresh green waste and water or liquid waste). Some windrows may be made of pasteurised FOGO only and will be built on the composting pad to mature. Windrows on the composting pads are a source of odour. Operations that will disturb the material of the windrows will be sources of odour. Water can be added to some windrows if the moisture level is too low. Fresh water will be used to avoid a re-contamination of windrows	

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	under pasteurisation or maturation phases. <u>This does not represent a source of odour.</u> Excess moisture due mainly to rain can create large volumes of leachates that can be odorous. <u>Leachates ponds</u> Ponds at the bottom of the comixing and composting hardstands receive the leachates and running water from the pads. Due to the presence of organic compounds in the leachates, water that enters the pond can be odorous. <i>NOTE:</i> <i>The two storage ponds on the north-west of the site will mainly receive rainwater and possibly some non-odorous liquid waste and are not considered as possible sources of odour.</i> <u>FOGO delivery pad and decontamination shed</u> Delivery of FOGO will occur between 6am and 5pm. Due to the unknown level of contamination of the FOGO material that will be delivered at the Site, two options will be in place to handle the receipt of this material. The FOGO material will be either decontaminated pre-pasteurisation (and possibly post-decontamination) or only post-pasteurisation. <u>Post-pasteurisation decontamination</u> Each FOGO trailer will unload the material on the pad at the front of the bunkers. The FOGO will be pushed into the bunker. The door of the bunker will remain open during this stage. The ventilation inside the bunker will be turned off during this operation. The bunker will be either empty or will already have FOGO inside from previous deliveries. <u>Pre-pasteurisation decontamination</u> Upon receipt on-site, the FOGO will be transferred to the decontamination shed where it will be manually sorted through to remove the majority of the contamination prior to being loaded into the bunker. Depending on the extent of contamination and the degree to which the contamination has been removed before pasteurisation, there may be a need for the post-pasteurised material to be further decontaminated post-screening. The FOGO material spread over the surface area of the concrete pad in front of the bunker will be a source of odour. The bunkers and the decontamination shed will be the source of fugitive odour emissions.

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	<u>FOGO bunkers</u> These bunkers (L = 28m, W = 7m, H = 7m) will all be enclosed and with each being equipped with a rolling door. Grated trenches in the floor will deliver air to the base of the windrow and remove any accumulated leachates. A high-level ducting system will enable the collection of odorous air in the bunker's headspace. Air will be recirculated through forced aeration using 37kw motors and delivering 23,000m³/h of air per hour through the system. Suspended pipes will deliver leachates, pond or fresh water if the moisture is too low. Following a week of pasteurisation in a bunker, the windrow will be transferred to the next bunker for a second week of pasteurisation. This operation is beneficial in that it allows for a visual inspection of the breakdown of the material, the homogenization of the bulk and an assessment of the moisture. Leachates will be collected in grated trenches in the bunker floor and flow under gravity to an external sump at the rear of the bunker. The accumulated leachate will be recirculated back into bunker onto the top surface of the FOGO windrow via a suspended piped system. There is also the option to recirculate the leachate into adjacent bunkers or to the bulk leachate storage tank. <u>Screening and decontamination operations</u> After 2 weeks, the windrow will be screened and decontaminated if it was not prior to pasteurisation. The screened phase (fine fraction) will be further matured or will become a feedstock in some blends. The coarse fraction (mainly residual coarse fraction of GW) will be moved to the decontamination shed. The contaminated product will be bagged, and the large fraction pieces will be shredded and re-incorporated into feedstocks for composting outdoor windrows. Although not systematic, the same process may occur while the FOGO material was already decontaminated upon receipt. Post pasteurisation, the level of odour emission is low.
Process controls	<u>Feedstock pads</u> For the delivery period (6am – 5pm), atmospheric conditions and stability see more convective vertical dispersion with lower risk of ground impacts.

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	Stockpile will be maintained such that their surface areas are minimised as possibly practicable. <u>Mixing pads</u> Odour emissions resulting from the disturbance of solid feedstocks will be limited by: - the use of solid feedstock, [REDACTED] - the implementation of the “first-in, first-out” use management of the feedstock. [REDACTED] Each new blend will be made according to the blending instruction forms. This prevents the addition of larger than necessary volumes of liquid (water or LW) which can produce large volumes of odorous leachates. The liquid phase will come from the pond water or the liquid waste tanker. It will be added to the blend by way of a hose. Water from the pond is not very odorous which will result in low odour emissions from its use for the blending. When liquid wastes are used, the flow added to the solid bund is limited which in turn limit the disturbances of the liquid phase and the emission of large volumes of odorous air. [REDACTED] [REDACTED] [REDACTED] Once the solid mass is soaked with the liquid phase, the front-end loader (FEL) ensures the blend is as homogeneous as possible by mixing the whole mass. Odour emissions will occur while the blend is disturbed by the pushing and piling up of the blend. However, odour emissions will remain low by not creating high-level chutes of material.

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Composting pads

Process controls for open blending and turned windrows are limited to mitigate odour emissions. However, the specifications of the blending, the structure of the windrow, the scheduled turning [REDACTED] will guarantee an efficient initial pasteurisation phase and breakdown of the organic material with limited offensive odour emissions prior to the maturation phase. Odour emissions from the maturation phase are lower.

Each windrow will be built with a FEL. The width and height of the windrows are limited to guarantee that the temperature can rise while the core remains under aerobic conditions; this limits the generation of odorous reduced compounds.

[REDACTED]

Oxygen, moisture and temperature (mainly during the pasteurisation phase) are key parameters which ensure the material breaks down with limited odour emissions. JD Organics has procedures in place to:

[REDACTED]

Porosity is another critical parameter used to ensure there are paths for the air to circulate within the windrow. The types of solid material used by JD Organics will provide sufficient porosity to avoid

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	anaerobic conditions (anaerobic conditions cause the creation and emission of odorous reduced sulphur compounds). [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
	<u>Leachate ponds</u> The presence of solid material in the pond will create, with time, a layer of sediments at its bottom. Anaerobic conditions may occur with the creation and emission of biogas; biogas contain sulphur reduced compounds that are odorous. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
	<u>FOGO delivery pad</u> If the FOGO material is decontaminated post-pasteurisation, it will be unloaded on the delivery pad in front of the bunkers and immediately pushed into a bunker. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

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	<u>FOGO decontamination shed</u> If the FOGO material is decontaminated pre-pasteurisation, it will be unloaded in the decontamination shed where it will be manually sorted through to remove the contamination prior to being loaded into the bunker. [REDACTED] <u>FOGO bunkers</u> High odour emissions can occur during the pasteurisation process. The bunker will be closed with air extracted and injected underneath the windrow. [REDACTED] No odorous plume will reach any of the sensitive receptors at 1.8km or further. Building a full windrow in a bunker will require several deliveries. Therefore, FOGO may already be in the bunker pasteurising when a new load is pushed. Every time the door remains open for loading, unloading, and cleaning operations, no air will be recirculated within the bunker. [REDACTED] Temperature will be the determining parameter for the pasteurisation. [REDACTED]

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Triggers and corrective actions	[REDACTED]
	It will be the responsibility of the Site's manager and operators to implement the following corrective actions should these triggers be set off.
	<u>Feedstock pads</u>
	Abnormally odorous load
	Any abnormally odorous load (solid feedstock) identified by the operator will be possibly mixed with GW and added to one of the pasteurisation bunkers to control emissions.
	[REDACTED]
	<u>Mixing pads</u>
	Abnormally odorous LW load
	[REDACTED]
	Large runoffs from underneath the compost windrow bund
	[REDACTED]
	Large runoffs when mixing the blend
	[REDACTED]
	<u>Composting pads</u>
	[REDACTED] odour is recognised onsite
	This may happen following the blend of some specific feedstock
	[REDACTED]
	Corrective actions: the windrow must be turned, the moisture,

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	odour is recognised onsite Ammonia emissions are associated with high temperatures, low moisture content, a low carbon-nitrogen (C:N) ratio and alkaline pH. <u>Corrective actions:</u>
	The temperature does not increase sufficiently after 4-5 days post-construction of the windrow <u>Corrective actions:</u>
	The temperature has reached 55°C or above but has decreased since and stabilised below 55°C (during the pasteurisation process) <u>Corrective actions:</u>
	After the windrow reached 55°C, the temperature continues to increase and reaches 70°C or above (during the pasteurisation process)

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	Large volumes of runoffs at the time of the construction of the windrow <u>Corrective actions:</u> [REDACTED] The moisture test shows a material too moist when performing the moisture test <u>Corrective actions:</u> [REDACTED] The moisture test shows a material too dry when performing the moisture test <u>Corrective actions:</u> [REDACTED] <u>Leachate ponds</u> [REDACTED] odour from the pond and/or observation of [REDACTED] pond water <u>Corrective actions:</u> [REDACTED] <u>FOGO delivery pad</u> Abnormally odorous delivered load [REDACTED] [REDACTED] <u>FOGO decontamination shed</u> Abnormally odorous delivered load This may happen following a period of high temperatures, which may cause faster degradation of the organic material. [REDACTED]

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	<u>FOGO bunkers</u>
	A bunker door is blocked in open position
	Temperature of the windrow remains below 50°C for 3 days
	Temperature of the windrow remains above 70°C for 2 days
	The moisture of the windrow is too low
	The moisture of the windrow is too high
	The fan blowing air in the bunker underneath the windrow is out of service

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	The pump collecting water from the ponds is out of service [REDACTED] [REDACTED] Water availability for windrow moisture [REDACTED]
Corrective action evaluation	It will be the responsibility of the site manager and operators to verify the effectiveness of the corrective actions and to decide whether the operation can be resumed or if contingency actions need to be implemented. <u>Feedstock pads</u> Abnormally odorous load [REDACTED] <u>Mixing pads</u> Abnormally odorous LW load n/a. The load is removed from the Site Large runoffs from underneath the compost windrow bund The operator will visually check that there are no or limited volumes of leachates leaving the compost windrow bund when the liquid phase continues being added. <u>Composting pads</u> [REDACTED] odour is recognised onsite [REDACTED] [REDACTED] odour is recognised onsite

	[REDACTED] The temperature does not increase sufficiently after 4-5 days post construction of the windrow OR The temperature has reached 55°C or above but has decreased since and stabilised below 55°C (during the pasteurisation process) [REDACTED] After the windrow reached 55°C, the continues to increase and reaches 70°C or above (during the pasteurisation process) [REDACTED] Large volumes of runoffs at the time of the construction of the windrow [REDACTED] The moisture test shows a material too moist when performing the moisture test. OR The moisture test shows a material too dry when performing the moisture test [REDACTED] <u>Leachate ponds</u> Pungent odour from the pond and/or observation of bubbling at the surface of the pond water [REDACTED]

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	<u>FOGO delivery pad</u>
	Abnormally odorous delivered load [REDACTED]
	<u>FOGO decontamination shed</u>
	Abnormally odorous delivered load [REDACTED]
	<u>FOGO bunkers</u>
	A bunker door is blocked in open position [REDACTED]
	Temperature of the windrow remains below 50°C for 3 days [REDACTED]
	Temperature of the windrow remains above 70°C for 2 days [REDACTED]
	The moisture of the windrow is too low [REDACTED]
	The moisture of the windrow is too high [REDACTED]

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	The fan blowing air in the bunker underneath the windrow is out of service [REDACTED] The pump collecting water from the ponds is out of service [REDACTED] Water availability for windrow moisture [REDACTED]
Contingency actions	Contingency actions are the final actions that can be undertaken by JD Organics to stop odour emissions being created and emitted into the atmosphere. <u>Feedstock pads</u> Abnormally odorous load [REDACTED] <u>Mixing pads</u> Abnormally odorous load [REDACTED] Large runoffs from underneath the compost windrow bund OR large runoffs when mixing the blend [REDACTED] <u>Composting pads</u> [REDACTED] odour is recognised onsite [REDACTED]

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	The temperature does not increase sufficiently after 4-5 days post construction of the windrow OR The temperature has reached 55°C or above but has decreased since and stabilised below 55°C (during the pasteurisation process) OR After the windrow reached 55°C, the continues to increase and reaches 70°C or above (during the pasteurisation process) [REDACTED] Large volumes of runoffs at the time of the construction of the windrow OR The moisture test shows a material too moist when performing the moisture test OR The moisture test shows a material too dry when performing the moisture test [REDACTED] <u><i>Leachate ponds</i></u> Pungent odour from the pond and/or observation of bubbling at the surface of the pond water [REDACTED] <u><i>FOGO bunkers</i></u> A bunker door is blocked in open position [REDACTED] Temperature of the windrow remains below 50°C for 3 days OR

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	Temperature of the windrow remains below 50°C for 3 days		
	OR		
	The moisture of the windrow is too low		
	OR		
	The moisture of the windrow is too high		
	The fan blowing air in the bunker underneath the windrow is out of service		
	The pump collecting water from the ponds is out of service		
Water availability for windrow moisture			
If all ponds are dry at the end of summer, fresh water can be used and is available in enough quantity at the Site.			
Residual odour impact potential			
Operation / odour source	Consequence	Likelihood	Impact potential
124,000 tpa throughput and FOGO pasteurisation in bunkers	Slight	Unlikely *	Low *

* Information about the likelihood and the impact potential also relies on information from the location review in the following section.

It is recommended that a separate table is created for foreseeable abnormal conditions. For this activity, there are no foreseen abnormal operations.

Variations in the operating conditions that can lead to odour emissions are listed in the above table.

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3 Location review

The Site is on the west of a hill and is surrounded by low level bush vegetation in its southern and western directions.

The house located at about 1km north-east of the Site will be leased by JD Organics for their employees with a long-term lease up to August 2033 (duration of the licence).

Since the last location review conducted by DWER for the works approval W6483/2020/1 in March 2021, the significant landscape variation is the development of a large quarry pit (pit D) on the northern to south-eastern side of the Site operated by the mining company, Image Resources (see **Appendix 1** and **Appendix 2**).

This pit D is between 600m and 700m wide and is located between this house and JD Organics.

The closest sensitive receptor is now located at 1,820m from the future activity boundary of the Site. Other sensitive receptors are located between 2,080m and 2,760m for this same activity boundary (see **Appendix 3**).

Odour emissions use air/wind to travel, therefore the prevailing wind direction at the Site has been considered. Using information available on BoM's website, the closest available weather station for climate data is Gingin Airport (No. 009178. Approximately 29 km away from Boonanarring) (**BoM Gingin Airport**). Based on the climate data for the Gingin Aero station, the prevailing wind direction is easterly in the morning and south westerly in the afternoon. Those prevailing wind directions were assessed when performing odour field assessments to understand the extent of the expected odour plume from the odorous activities at the Site.

4 Odour impact assessment

The purpose of this assessment is to understand at what distances odours from the Site under the current configuration can be recognised.

4.1 Methodology and results presentation

4.1.1 Methodology

This assessment was performed by implementing some OFAs (as detailed in the DWER Guideline [REDACTED]).

OFAs were carried out following a method derived from the EN 16841.Part 2 standard (dynamic method).

In this instance, the purpose of the exercise was not to assess the contour of the plume but to assess the axial extent (maximum distance) at which odours from the Site could be recognised.

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[REDACTED]

Six (6) OFAs [REDACTED] were performed between early June and mid-August 2021.

The previous odour assessments performed by OPAM Consulting in April and October 2020 clearly identified that there was a strong correlation between the distance to which the plumes reached and the presence of operations at the Site. That there are operations at the Site is a more important factor than early morning and late afternoon conducive atmospheric conditions for odour impact distances.

Therefore, OFA #1 was performed late afternoon with no activity onsite and OFA #2 was carried out early morning with limited activity onsite. All other OFAs [REDACTED] were carried out during daytime under different wind conditions when various operations were occurring onsite.

4.1.2 Odour intensity

Odour intensity indicates the strength at which an odour is recognised.

OPAM Consulting has not applied the German Odour Intensity Scale from the VDI 3940.Part3:2010 because that scale has caused much confusion among odour specialists and regulators for years.

With the approval of the DWER Air Quality Branch specialists, OPAM Consulting and odour panellists rated odour intensity by implementing the Odour Intensity Scale used by Victoria EPA (VEPA, 2019). An addendum of the DWER Guideline will be published in 2021 to supersede the recommended VDI 3940.Part3 German scale, implementing this new 3 level scale for use in Western Australia. This scale is defined in **Table 3**.

Table 3: Odour intensity scale

Obvious	Odour is easy to recognise and always noticeable without any effort or focus on it. Odour can be described and may be attributed to a source.
Subtle	Odour is recognised, can be described, and may be attributed to a source. However, the panellist may need to focus by standing still, inhaling into the wind, and concentrating to recognise it.
0	No odour. Odour cannot be recognised and described with certainty.

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4.1.3 Odour characters

The odour character is what the odour smells like.

During this assessment, the main odour recognised by odour panellists were compost, FOGO, pond water, green waste (GW) and others.

Compost odour includes any windrows siting on the pads, at any stages of pasteurisation or maturation and for any types of blends.

The other odour was mainly an odour described as rubber or plastic and which was attributed to the cold bitumen from the new asphalt layer of the new composting pad.

The legend on the odour maps will indicate the odour character by using a colour-code.

4.1.4 Meteorological conditions

For the OFA #1 and OFA #2, data from the BoM Gingin Airport and measurements in the field (hand anemometer) were used.

For the four other OFAs (OFA #3 to OFA #6) [REDACTED] Image Resources agreed to share their wind monitoring data with OPAM Consulting, which provided more accurate wind condition information at the Site. Temperature is not monitored at the Site. For the 7th (OFA #1) and 8th (OFA #2) of June 2021, the weather station at the mine site was under maintenance.

For each OFA and OP, a table summarises wind direction, wind speed, temperatures from the BoM Gingin Airport and Image Resources, as well as data collected onsite with the hand anemometer.

4.1.5 Odour map presentation

Each odour map represents the results of the OFAs [REDACTED] including:

- A map of the area investigated with identification of the measurement position (numbers); and
- A legend including:
 - The scale;
 - The wind cone;
 - The north direction;
 - Coloured dots for each single measurements following the colour code for the characteristic and intensity of the odour recognised in the field (see legend on the map).

This representation allows the visualisation of the major distances at which different odours can be recognised at different intensities.

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4.2 OFA#1 – Monday 7 June 2021 (16.50 – 18.20)

4.2.1 Meteorological conditions

Table 4 presents the meteorological conditions from the BoM Gingin Airport and the onsite conditions (handheld anemometer and compass).

Table 4: OFA#1 at JD Organics – Monday 7 June 2021

7-Jun-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
18:30	E	90	1.7	cool temperature but not humid	1.9	10.3
18:20	E	90	1.7		1.7	10.6
18:10	E	90	1.9	E / ESE 1.5 - 2 m/s	1.9	10.9
18:00	E	90	1.9		2.5	11.8
17:50	E	90	1.9		2.5	12.1
17:40	E	90	2.5		2.5	12.5
17:30	E	90	2.5	E / ESE steady 0.9 - 1.2 m/s	3.6	12.9
17:20	E	90	2.5		3.1	13.1
17:10	E	90	3.1	SE / ESE steady 0.7 - 1.2 m/s	3.6	13.4
17:00	E	90	3.1		3.6	14.1
16:50	E	90	3.1		3.6	14.7
16:40	ENE	67	3.6	steady non gusty -	4.2	15.3
16:30	E	90	4.2	light SE/ESE - 0.5 to 1 m/s	5.6	16

This OP was performed under light wind conditions (BoM Gingin Airport and onsite).

The wind velocity was much lower at the Site compared to BoM Gingin Airport. Lower velocities at the Site are normal due to the measurement at ground level compared to the measurement at 10m at the BoM Gingin Airport weather station.

The wind was steady and not gusty. The wind direction at the Site was slightly more southerly than at the BoM Gingin Airport. The cloud cover was 0/8.

4.2.2 Operational conditions onsite

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4.2.3 Findings

The odour map for OFA #1 Monday 7 June 2021 is presented in **Appendix 4** of this report.

This representation allows the visualisation of the major distances at which different odours can be recognised at different intensities.

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4.3 OFA#2 – Tuesday 8 June 2021 (6.45 – 8.16)

4.3.1 Meteorological conditions

Table 6 presents the meteorological conditions from the BoM Gingin Airport and the onsite conditions (handheld anemometer and compass).

This OFA was performed under gentle to fresh (4.7 to 9.2 m/s - BoM Gingin Airport) E winds and about 1 to 4 m/s close to ground on site. The onsite wind was more SE compared to the easterly trend at Gingin BoM Airport. The cloud cover was 0/8.

Table 6: OFA#2 at JD Organics – Tuesday 8 June 2021

8-Jun-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
8:30	E	90	7.8		10.8	11.1
8:20	E	90	8.6		10.3	10.8
8:10	E	90	9.2	about SE 1.8 - 2.8 m/s	10.8	10.7
8:00	E	90	8.6		12.2	10.4
7:50	E	90	8.6	SE 1.8 - 2.5 m/s	10.8	10
7:40	E	90	8.3		8.6	10.2
7:30	E	90	7.8	ESE / SE 2.6 - 3.4 m/s	9.7	10
7:20	E	90	7.8		8.3	9.9
7:10	E	90	7.2	E / ESE 3.8 - 4.2 m/s	9.2	9.8
7:00	E	90	5.3	SE 2 - 3 m/s gust 4m/s 10°C	6.7	9.7
6:50	E	90	4.7	SE 1.8 - 2.5 m/s	5.3	9.8
6:40	E	90	5.6	E / SE 0.8 - 1.5 m/s	6.1	9.9
6:30	E	90	5.6		8.6	10.1
6:20	ENE	67	5.6		7.2	10
6:10	E	90	6.1		8.3	10.1
6:00	E	90	6.7		10.3	10.1

4.3.2 Operational conditions on site

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[REDACTED]

4.3.3 Findings

The odour map for OFA#2 Tuesday 8 June 2021 is presented in **Appendix 5** of this report.

[REDACTED]

4.4 [REDACTED] - Monday 14 June 2021 (14:45 – 16:25)

4.4.1 Meteorological conditions

Table 8 presents the meteorological conditions from the Image Resources mine site weather station and the onsite conditions (handheld anemometer and compass). Temperature data was sourced from the BoM Gingin Airport.

[REDACTED] was performed under light to gentle (1 – 5 m/s) SSW to WSW winds with gusts above 6 m/s close to ground on site. The wind was gusty and was also constantly swinging around SW direction. The cloud cover was 0/8.

Table 8: [REDACTED] at JD Organics – Monday 14 June 2021

14-Jun-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
14:30	SW	232	5.3		19.0	17.4
14:40	WSW	257	2.8	SW 3.5 - 4.5 m/s	10.2	17
14:50	W	271	2.4		8.6	17.1
15:00	SSW	204	1.7		6.2	16.2
15:10	SW	221	4.5	SW 3.8 - 4.5 m/s - gust 5.2 m/s	16.3	15.2
15:20	SW	225	4.6	17°C	16.4	15.1
15:30	WSW	246	1.7	SW 2-3 m/s gust 4.2 m/s	6.3	15.8
15:40	SSW	207	3.7	SW 3.9 - 5.4 m/s gust 6.5 m/s	13.2	15.9
15:50	SW	233	3.8	SW 3 - 3.8 m/s gust 4.5 m/s	13.7	16
16:00	SW	222	3.0	SW 3.5 - 4 m/s gust 4.5 m/s	10.7	15.5
16:10	WSW	256	1.8	SW /SSW 3.8 - 4.9 m/s	6.3	15.8
16:20	SW	223	5.5		19.9	15.5
16:30	SW	234	3.6		12.9	15.7

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4.4.2 Operational conditions on site

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4.4.3 Findings

The odour map for [REDACTED] Monday 14 June 2021 is presented in **Appendix 6** of this report.

[REDACTED]

[REDACTED]

[REDACTED]

	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

4.5 OFA#3 - Tuesday 22 June 2021 (14:40 – 16:10)

4.5.1 Meteorological conditions

Table 10 presents the meteorological conditions from the Image Resources mine site weather station and the onsite conditions (handheld anemometer and compass). Temperature data was sourced at the BoM Gingin Aero weather station.

This OFA was performed under light (0.5 – 2.6 m/s) SSE to WSW winds close to ground on site. The cloud cover was 4/8.

Table 10: OFA#3 at JD Organics – Tuesday 22 June 2021

22-Jun-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
14:20	S	189	2.0		7.2	17.2
14:30	SSE	150	2.2		7.9	17.4
14:40	SSE	163	1.9	about S wind - 0.9 to 1.2 m/s	6.7	17
14:50	S	187	2.0	S - 0.7 to 1.4 m/s	7.1	17.1
15:00	SSW	204	2.5		9.1	16.2
15:10	S	195	2.6		9.5	15.2
15:20	SW	235	2.1		7.6	15.1
15:30	S	168	1.0	S to SSW - 1.1 to 1.7 m/s	3.6	15.8
15:40	SSW	214	2.6		9.4	15.9
15:50	SSW	215	1.7		6.0	16
16:00	S	186	1.8	S/SSW - 0.6 to 1.2 m/s	6.6	15.5
16:10	WSW	246	0.6		2.3	15.8
16:20	SSW	207	1.3		4.5	15.5

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4.5.2 Operational conditions on site

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4.5.3 Findings

The odour map for OFA#3 Tuesday 22 June 2021 is presented in **Appendix 7** of this report.

[REDACTED]

[REDACTED]

[REDACTED]

	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

4.6 [REDACTED] - Tuesday 27 July 2021 (15:40 – 16:40)

4.6.1 Meteorological conditions

Table 12 presents the meteorological conditions from the Image Resources mine site weather station and the onsite conditions (handheld anemometer and compass). Temperature data was sourced from the BoM Gingin Airport.

[REDACTED] was performed under light to gentle (1 – 5 m/s) SSW to WSW winds. The wind was gusty and was also constantly swinging around SW direction. The cloud cover was 1/8.

Table 12: [REDACTED] at JD Organics – Tuesday 27 July 2021

27-Jul-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
15:20	WSW	258	3.2		258	15.4
15:30	SSW	198	1.6		198	15.8
15:40	SW	220	3.2	SSW - 2.8 to 3.8 m/s	220	15.6
15:50	SW	229	3.7		229	15.8
16:00	SSW	188	1.3	SW/SSW - 3.8 to 4.5 m/s	188	15.5
16:10	WSW	250	1.6		250	15.2
16:20	WSW	255	2.0		255	15.2
16:30	SSW	208	1.9		208	14.5
16:40	SSW	208	2.6	SW - 3.6 to 4.8 m/s gust 5.5 m/s	208	14.2
16:50	W	275	0.9		275	13.8

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4.6.2 Operational conditions on site

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4.6.3 Findings

The odour map for [REDACTED] Tuesday 27 July 2021 is presented in **Appendix 8** of this report.

[REDACTED]

[REDACTED]

[REDACTED]

	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

4.7 OFA#4 – Wednesday 11 August 2021 (15:00 – 15:40)

4.7.1 Meteorological conditions

Table 14 presents the meteorological conditions from the Image Resources mine site weather station and the onsite conditions (handheld anemometer and compass). Temperature data was sourced from the BoM Gingin Airport.

This OFA was performed under very light (0 – 1.5 m/s) S winds. The wind speed was stronger (1 – 2 m/s) before the OFA began. It rained between 14:30 and 14:50 and the OFA could not start before 15:00. However, the wind by this time shifted from a SW trend to a S direction and its velocity decreased with time and there was barely any wind at 15:40. The decision was taken to end the OFA. The cloud cover was 6/8.

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Table 14: OFA#4 at JD Organics – Wednesday 11 August 2021

11-Aug-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
14:40	SSW	200	1.0		3.7	15.7
14:50	S	173	0.9		3.3	15.3
15:00	S	165	0.6	S/SSW - 0.8 to 1.4 m/s	2.0	15.7
15:10	S	184	0.3	S/SSW - 0.8 to 1 m/s	1.2	15.8
15:20	S	185	0.6		2.3	15.6
15:30	S	170	0.3		1.2	15.9
15:40	S	165	0.3		1.1	15.9
15:50	-	-	-	S trend, speed < 0.4 m/s	-	15.7

4.7.2 Operational conditions on site

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4.7.3 Findings

The odour map for OFA #4 Wednesday 22 August 2021 is presented in **Appendix 9** of this report.

[REDACTED]

[REDACTED]

[REDACTED]

4.8 OFA#5 – Tuesday 17 August 2021 (14:14 – 16:00)

4.8.1 Meteorological conditions

Table 16 presents the meteorological conditions from the Image Resources mine site weather station and the onsite conditions (handheld anemometer and compass). Temperature data was sourced from the BoM Gingin Airport.

This OFA was performed under light to gentle (1 – 5 m/s) WNW to NNW winds. The wind was gusty. The cloud cover was 1/8.

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Table 16: OFA#5 at JD Organics – Tuesday 17 August 2021

17-Aug-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
14:00	WNW	300	3.4		12.3	25.1
14:10	WNW	295	3.9		14.1	25.3
14:20	WNW	291	3.0	NNW - 3.5 to 4.5 m/s gusty	10.8	25.2
14:30	NW	306	0.9		3.3	25.5
14:40	WNW	286	2.1	NNW/NW - 2.6 to 3.4 m/s gust 4.2 m/s	7.4	25.5
14:50	WNW	295	2.3		8.4	25.2
15:00	NW	303	1.4	NNW - 2.8 to 3.8 m/s gust 5.2 m/s	5.1	25.5
15:10	NW	322	2.1	NNW	7.4	25.5
15:20	WNW	297	1.9		6.9	25.3
15:30	WNW	297	1.6		5.8	24.8
15:40	WNW	282	1.5	NNW - 3.2 to 4.5 m/s gust 5.4 m/s	5.5	24.9
15:50	W	280	0.9		3.2	24.7
16:00	WNW	285	3.1	NNW - 1.8 to 2.9 m/s gust 3.6 m/s	11.1	24.1
16:10	NNW	339	1.0		3.5	22.5

4.8.2 Operational conditions on site

[REDACTED]

4.8.3 Findings

The odour map for OFA #5 Tuesday 17 August 2021 is presented in **Appendix 10** of this report.

[REDACTED]

The "other" odour was related to a "rubber/bitumen" odour type related to the asphalt layer laid on the new composting pad under construction south of the current composting pad.

[REDACTED]

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4.9 OFA#6 – Friday 20 August 2021 (14:40 – 16:10)

4.9.1 Meteorological conditions

Table 18 presents the meteorological conditions from the Image Resources mine site weather station and the onsite conditions (handheld anemometer and compass). Temperature data was sourced from the BoM Gingin Airport.

This OFA was performed under light to gentle (1 – 4 m/s) mostly SW to WNW winds. The wind was gusty. The cloud cover was 1/8.

Table 18: OFA#6 at JD Organics – Friday 20 August 2021

20-Aug-21	Wind Dir	Wind Dir	Wind speed	Wind onsite	Wind gust	Temp.
Time	Dir	Deg	m/s	Dir. & speed (m/s)	m/s	°C
14:20	SW	221	2.34		8.4	18.2
14:30	SSW	212	0.58		2.1	17.5
14:40	WSW	238	1.1	SW – 1.8 to 3 m/s gust 4.6 m/s	4.0	18.2
14:50	S	176	4.51		16.2	17.8
15:00	SW	217	3.57		12.9	18.4
15:10	WNW	283	2.24	W – 0.9 to 1.9 m/s less gusty	8.1	18.2
15:20	W	264	1.56		5.6	18.4
15:30	WSW	255	1.18	WSW – 2 to 2.6 m/s gust 3.5 m/s	4.2	18.5
15:40	WSW	251	1.92	lower speed and shift to WSW	6.9	18.1
15:50	W	264	1.67	W/WSW – 1.2 to 1.9 m/s gust 3 m/s	6.0	18.3
16:00	SW	220	1		3.6	17.9
16:10	NNW	330	0.44	WNW – 1 m/s gust 2.8 m/s	1.6	18.1

4.9.2 Operational conditions on site

[REDACTED]

4.9.3 Findings

The odour map for OFA #6 Friday 20 August 2021 is presented in **Appendix 11** of this report.

[REDACTED]

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4.10 Comparison with previous odour assessments

In April 2014, a baseline odour assessment (**Baseline Assessment**) was performed prior to the FOGO trial.

A second odour assessment was performed in October 2020 while JD Organics was receiving batches of FOGO during the trial (**Trial Assessment**).

JD Organics has been composting FOGO since late 2020 in the same shed and under similar operating conditions for the pasteurisation phase.

Outdoor maturation of the pasteurised FOGO or the blending of this material with other feedstocks has not changed since the Trial Assessment. Other operations have been conducted in similar ways between the Trial Assessment and 2021 assessments. There have not been any significant changes in the process. One can compare the results of the 3 assessments: Baseline Assessment, Trial Assessment and the 2021 assessment.

Maximum distances at which composting and FOGO odour could be recognised have been compared.

For the Baseline Assessment, no FOGO was composted onsite. Therefore, only plume related to the outdoor composting operations were presented in **Figure 2** (references B1 to B5).

In the Trial Assessment, while FOGO was processed on site (trial), the distance to which the plumes reached as a result of the composting activities (F1C to F31C) and the FOGO pasteurisation (F1F to F33F) are presented in **Figure 2**. From **Table 20** and **Figure 2**, odours from the outdoor composting operations could be recognised up to a distance of 420m with most being around 200m to 350m. When there were no activities occurring at the Site (no windrow turning, building, or screening), the maximum distance of odour impact was shorter (around 150m from the activity boundary, depending on wind conditions).

Peak emissions as a result of the pasteurisation phase (which occurs between 5 and 9 days from the time the windrow is built) showed FOGO odour could be recognised at 200m from the shed with doors closed. When not blended with other feedstocks, some FOGO windrows were stockpiled outside for maturation. Odorous emissions from these stockpiles are limited because the material has been pasteurised and as a result is much less odorous.

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It could be noted that:

[REDACTED]

Since late 2020, regular batches of FOGO have been pasteurised in the shed and then matured outdoor or blended with other feedstocks. During this period, JD Organics received no odour complaints from either the sensitive receptor (located at 1,000m from the activity boundary) or from employees or contractors working at the neighbouring mine.

Odour measurements performed between June and August 2021 have shown that:

- Composting odour can be recognised up to 300m from the activity boundary when there is no activity onsite and up to 550m with operations occurring onsite (FEL activity, trommel in operation, etc.);
- Out of the 8 assessments (OFAs [REDACTED]) performed over the 2 months under very light to fresh winds, FOGO was recognised during only 2 OFAs and at a maximum distance of 350m;
- The water pond odour type can be recognised up to 450m;
- Due to the GW stockpile being large in size than it was in the Trial Assessment, GW odour could be recognised up to 300m.

The major difference between the Trial Assessment and the 2021 Assessment was that the 2021 Assessment involved more outdoor windrows which were either pasteurised FOGO or blends with pasteurised FOGO.

Figure 2 shows that during the 2021 Assessment composting and FOGO odours could be recognised at slightly further distances than during the Trial Assessments.

The 2021 Assessment can be considered as a worst-case scenario for odour impacts both from:

- a meteorological point of view; given that all odour emissions are emitted from surface area sources and that surveys were carried out during winter periods (with colder air remaining closer to the ground); and
- an emission point of view, given that surveys were carried out while odour emissions were occurring as a result of FEL and trommel operations onsite.

Under the above conditions, the general odour footprint of the entire site, with a cumulation of emissions from all activities, was about 550m from the activity boundary.

Table 20: Maximum plume extents for the OFAs [REDACTED] carried out at JD Organics in April 2020, October 2020, and June-August 2021

Ref. Map	Phase	Date 2020	Reference Survey	Time	Wind Speed (WS)	WS (m/s)	Wind Direction	Outdoor Compost. Activity	Composting plume extent (m) ⁽¹⁾	FOGO Activity on site	FOGO plume extent (m) ⁽¹⁾
B1	Baseline	14 April	OFA #1	16.20 – 18.18	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
B2	Baseline	15 April	OFA #2	6.30 – 7.20	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
B3	Baseline	15 April	OFA #3	12-11 - 13.39	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
B4	Baseline	15 April	OFA #4	16.48 – 18.17	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
B5	Baseline	16 April	OFA #5	16.48 – 18.17	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

⁽¹⁾ measured from the activity boundary

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Ref. Map	Phase	Date 2020	Ref. Survey	Time	Wind Speed (WS)	WS (m/s)	Wind Direction	Outdoor Compost. Activity	Compost plume extent (m) ⁽¹⁾	FOGO Activity	FOGO plume extent (m) ⁽¹⁾
F1C F1F	FOGO	20 Oct.	■	16.25 - 18.30	■	■	■	■	■	■	■
F21C F21F	FOGO	22 Oct.	OFA Round 1	15.46 – 16.34	■	■	■	■	■	■	■
F22C F22F	FOGO	22 Oct.	OFA Round 2	16.35 – 17.04	■	■	■	■	■	■	■
F23C F23F	FOGO	22 Oct.	OFA Round 3	17.04 – 17.15	■	■	■	■	■	■	■
F31C No FOGO odour	FOGO	23 Oct.	OFA Round 1	8.00 – 8.36	■	■	■	■	■	■	■
F32F	FOGO	23 Oct.	OFA Round 2	9.08 – 9.54	■	■	■	■	■	■	■
F33F	FOGO	23 Oct.	OFA Round 3	10.20 – 10.36	■	■	■	■	■	■	■

⁽¹⁾ measured from the activity boundary

⁽²⁾ ESE wind observed on site but not recorded at the Gingin Aero weather station

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Ref. Map	Date 2021	Ref. Survey	Time	Wind Speed (WS)	WS (m/s)	Wind Direction	Outdoor Compost. Activity	Compost plume extent (m) ⁽¹⁾	FOGO Activity	FOGO plume extent (m) ⁽¹⁾
21_1C	7/06	OFA #1	16.50 - 18.20	■	■	■	■	■	■	■
21_2C	8/06	OFA #2	6.45 – 8.16	■	■	■	■	■	■	■
21_3C 21_3F	14/06	■	14.45 – 16.25	■	■	■	■	■	■	■
21_4C 21_4F	22/06	OFA #3	14.40 – 16.10	■	■	■	■	■	■	■
21_5C	27/07	■	15.40 – 16.40	■	■	■	■	■	■	■

(1) measured from the activity boundary

**MINUTES
ORDINARY COUNCIL MEETING
17 MAY 2022**

OF2020_003

APPENDIX 13.5.3

JD Organics – works approval 124,000 tpa

Information for the odour risk assessment



Ref. Map	Date 2021	Ref. Survey	Time	Wind Speed (WS)	WS (m/s)	Wind Direction	Outdoor Compost. Activity	Compost plume extent (m) ⁽¹⁾	FOGO Activity	FOGO plume extent (m) ⁽¹⁾
21_6C	11/08	OFA #4	15.00 – 14.50							
21_7C	17/08	OFA #5	14.14 – 16.00							
21_8C	20/08	OFA #6	14.40 – 16.10							

(1) measured from the activity boundary



Figure 2: Maximum distances for compost and FOGO odours for all surveys in 2020 and 2021

OF2020_003

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



5 Odour complaint review

JD Organics has not received any odour complaint for the last 8 years.

In the March 2021 DWER Decision Report related to the works approval W6483/2020/1, it is indicated that *“A search of the departments Incidents and Complaints Management System has not identified any complaints regarding odour emissions from the premises.”*

6 Comparative odour impact footprint

The information presented in this section is based on reasoning similar to the comparative dispersion modelling. [REDACTED]

While steadily increasing the tonnage of the feedstocks at the Site from 49,500 tpa to 124,000 tpa:

[REDACTED]

According to the above, the two remaining components that may impact odour emissions and impacts are:

[REDACTED]

OF2020_003

JD Organics – works approval 124,000 tpa

Information for the odour risk assessment



6.1 Increase of the odorous accepted feedstock tonnage

Table 21 presents the odorous feedstocks that will be composted outdoor (pasteurisation and maturation phase) and their tonnage increase. [REDACTED]

FOGO is excluded from this list as the pasteurisation (being the phase with the highest odour emissions) will happen in bunkers with air recirculation and limited to no fugitive emissions. [REDACTED]

Table 21: Odorous feedstock and their tonnage increase

MATERIAL	Current (tpa)	Proposed (tpa)	Increase (tpa)
Aged poultry manure on absorbent carbon bedding	[REDACTED]	[REDACTED]	[REDACTED]
Aged cow manure on absorbent carbon bedding			
Aged sheep manure on absorbent carbon bedding			
Animal mortalities		[REDACTED]	[REDACTED]
Commercial food waste		[REDACTED]	[REDACTED]
K110 Grease trap waste	[REDACTED]	[REDACTED]	[REDACTED]
K200 Food and beverage processing waste			
K100 Animal effluent			
M130 Coolants and glycols		[REDACTED]	[REDACTED]
C100 Alkalis		[REDACTED]	[REDACTED]
B100 Acids		[REDACTED]	[REDACTED]
Total tonnage increase			[REDACTED]

The ratio of increased tonnage of odorous feedstock compared to the total throughput [REDACTED] One can assume that the increase of these tonnages will be done at a steady rate until the final throughput of 124,000 tpa is reached. On that basis, [REDACTED]

OF2020_003

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



6.2 Increase of the outdoor composting surface area

Figure 3 shows the surface areas of the existing and new composting outdoor activities including the mixing pad, the composting pad, the area where the end material is screened and the ponds which collect the leachates.

Due to the large surface area exposed to the atmosphere, outdoor composting activities are the largest source of odour at the Site.

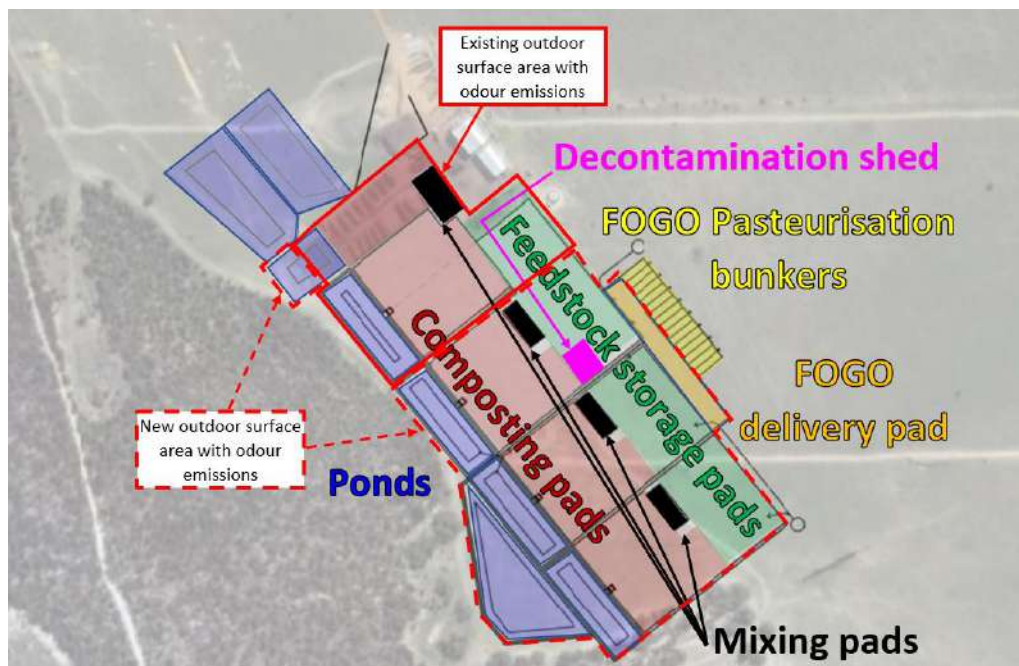


Figure 3: Existing and new surface areas for outdoor composting

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Information for the odour risk assessment



[REDACTED]

The closest sensitive receptor is now at about 1,820m west-south-west of the Site. With the controls and management proposed for this Site in its future configuration and throughput, the risk for odour impacting at this sensitive receptor or at others beyond 1,820m is low.

Finally, the DWER Guideline recommends a screening distance of 2,500 m for 35,000 tpa of final compost (i.e. about 70,000 tpa of accepted feedstocks). One should note that the estimated distance of 1,300m for the larger throughput proposed by JD Organics is shorter than the screening distance which demonstrates that the standard of operations and management implemented by JD Organics onsite is high.

OF2020_003

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



7 Conclusion

In March 2021, DWER granted a licence amendment to JD Organics to process 49,500tpa of feedstock.

JD Organics is now ready to expand and seeks approval to process a throughput of 124,000 tpa of solid and liquid feedstock.

FOGO will be the major feedstock to be composted using the future configuration of the Site. FOGO pasteurisation, which is the more odorous phase, will occur in bunkers with recirculated air and zero to limited atmospheric emissions. The pasteurised FOGO will then be matured on the outdoor composting pad or blended with other feedstocks. Pasteurised FOGO has a low potential for odour emissions potential. It was demonstrated during both the October 2020 and the June-August 2021 OFAs which found pasteurised FOGO to be recognised at limited distances.

The tonnage of some feedstocks will be increased for the future configuration and new feedstocks will be used at the Site including odorous feedstocks. [REDACTED]

[REDACTED] With a steady increase in tonnages overtime, the small variation in odorous feedstock volumes will have zero to limited impact on daily odour emissions at the Site for all outdoor composting activities.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Distances at which odours can be recognised are related to the odour emission rates of the surface and volume sources onsite. To process the proposed increased throughput, the surface area of the outdoor composting activities will be expanded. Under similar operating conditions, blending ratios, feedstocks, controls and management, the variation of the odour emission rates will be proportional to the surface area of the material exposed to atmosphere. By estimating the surface areas of the receival, mixing and composting pads as well as the ponds, [REDACTED]

[REDACTED]

The house located at about 1,000m north-east of the Site will be leased by JD Organics for their employees with a long-term lease up to August 2033 (duration of the licence). The risk of odour impacts at the closest sensitive receptor located at

OF2020_003

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



1,820m west-south-west of the Site and at other sensitive receptors beyond this distance is low.

When considering the results of the odour assessments, the proposed operating conditions, the controls and management, OPAM Consulting is confident that the current configuration and management of the composting activity at the Site by JD Organics has a low-risk odour impact.

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JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



References

Coker & O'Neill, 2017

Aeration Floor Fundamentals, Craig Cocker and Tim O'Neill – 7th of June 2017 -

<https://www.biocycle.net/aeration-floor-fundamentals/>

Composting Aeration Floor Functions and Designs, Craig Cocker and Tim O'Neill – 5th of July 2017 - <https://www.biocycle.net/composting-aeration-floor-functions-designs/>

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JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



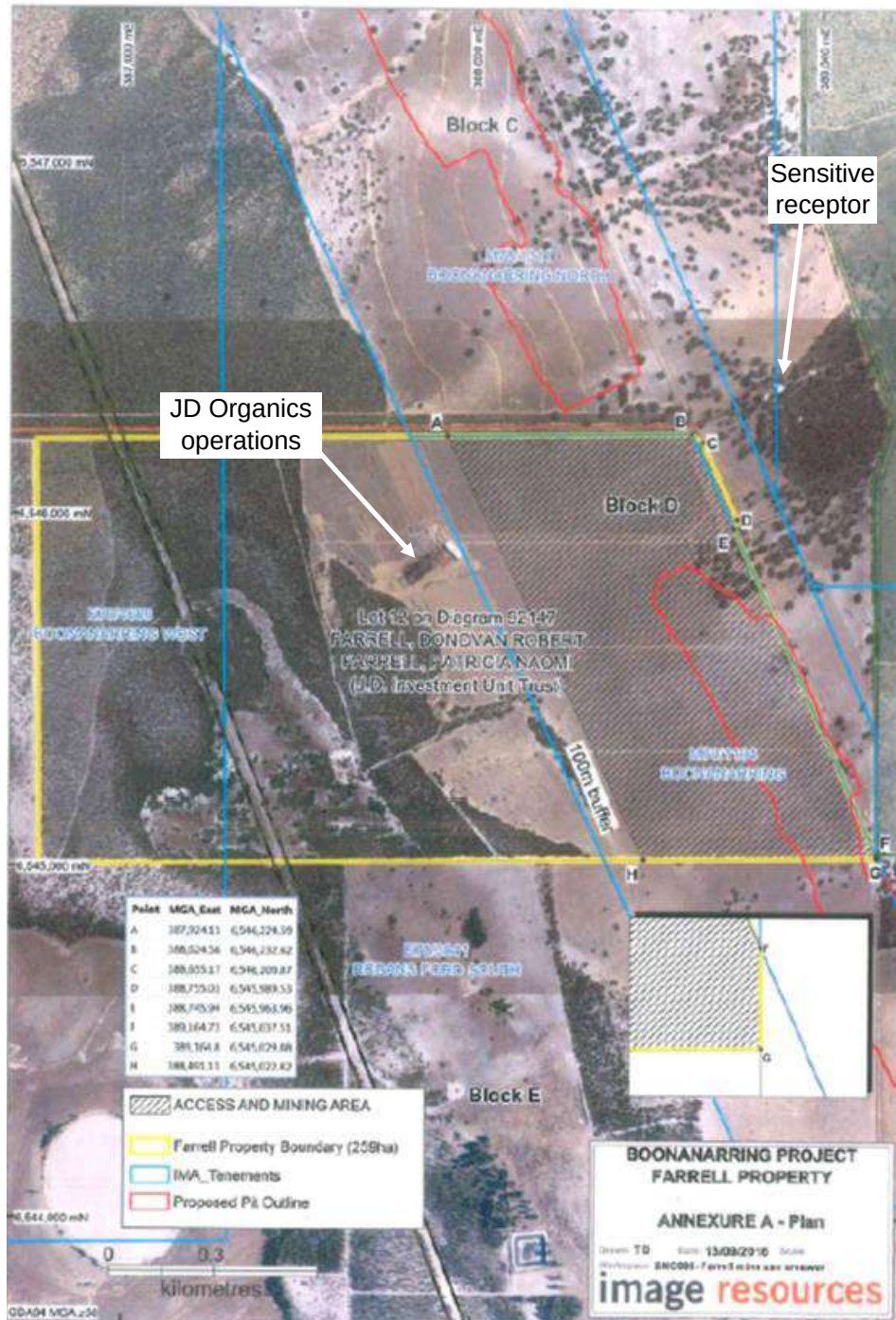
APPENDICES

OF2020_003

JD Organics – works approval 124,000 tpa
Information for the odour risk assessment



Appendix 1: Map of Mining Tenement



Pit D

Sensitive receptor

JD Organics operations

Pit D

Legend

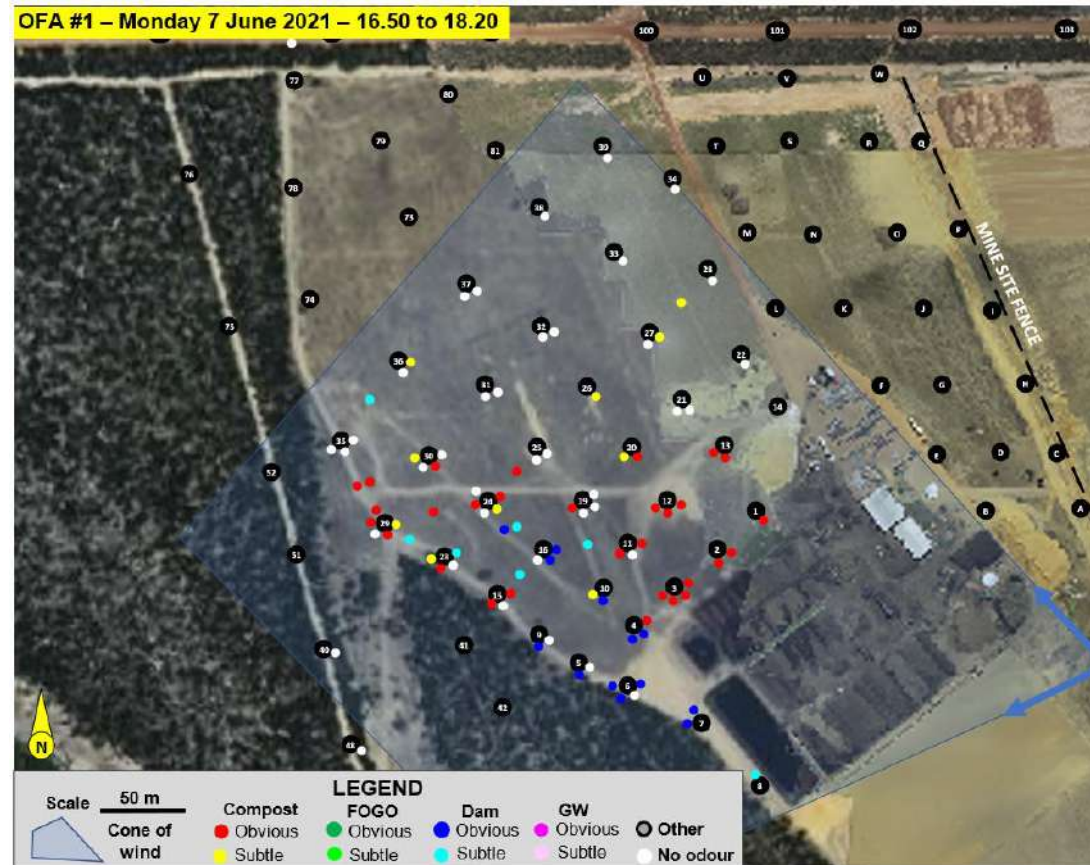
- Green (Sustainable Land Use)
- Yellow (Sustainable Land Use)
- Blue (Sustainable Land Use)
- Red (Sustainable Land Use)
- Orange (Sustainable Land Use)
- Purple (Sustainable Land Use)

Scale bar: 0 100 200 300 400 500 600 700 800 900 1000

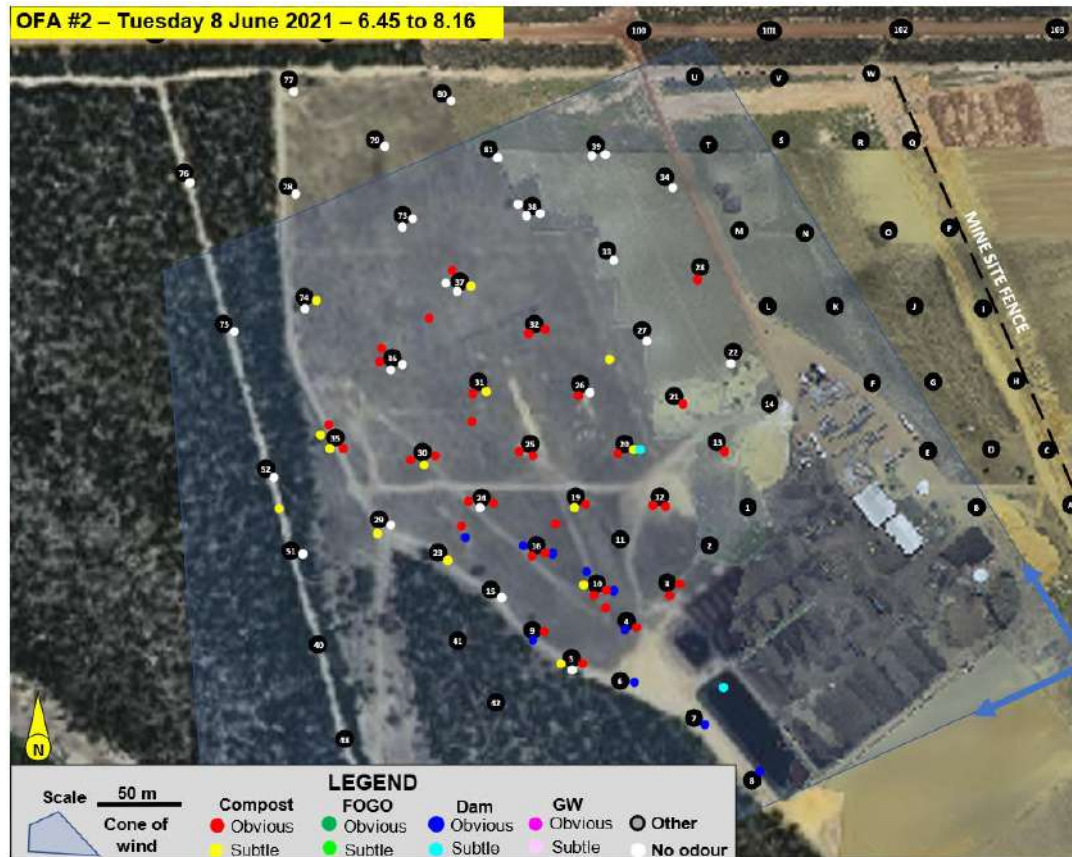
Appendix 3: Sensitive receptors locations in the vicinity of the JD Organics site



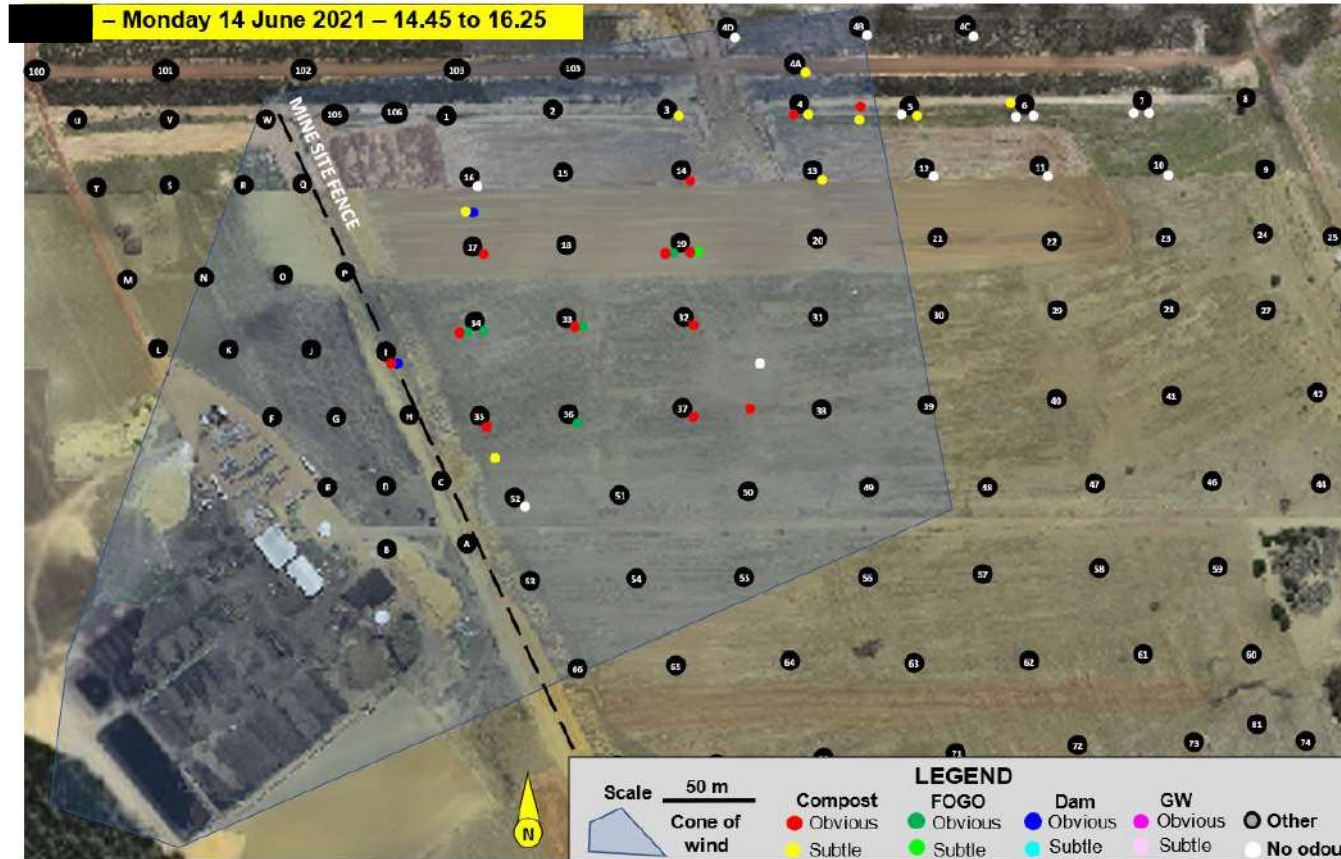
Appendix 4: OFA #1 – Monday 7 June 2021 – 16.50 to 18.20



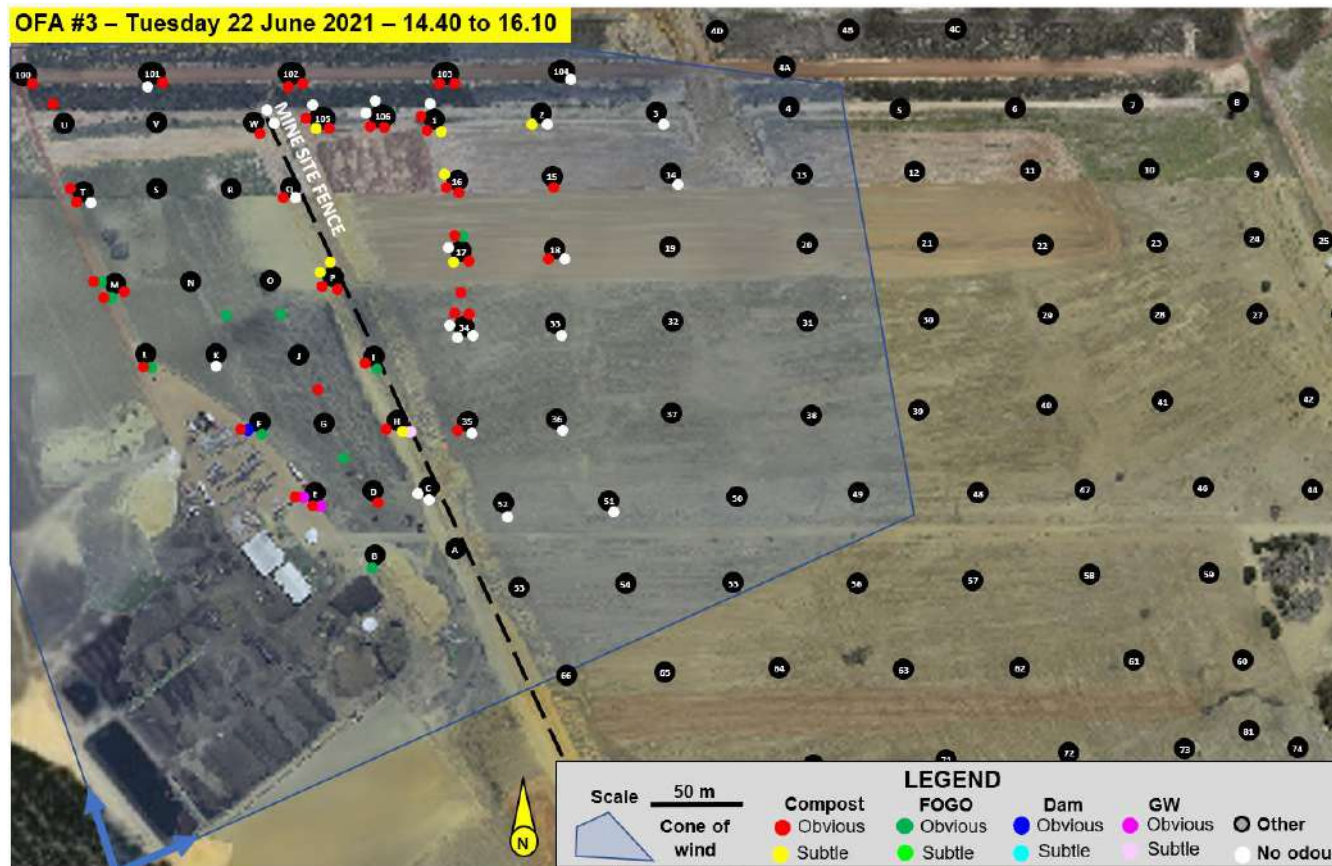
Appendix 5: OFA #2 – Tuesday 8 June 2021 – 6.45 to 8.16



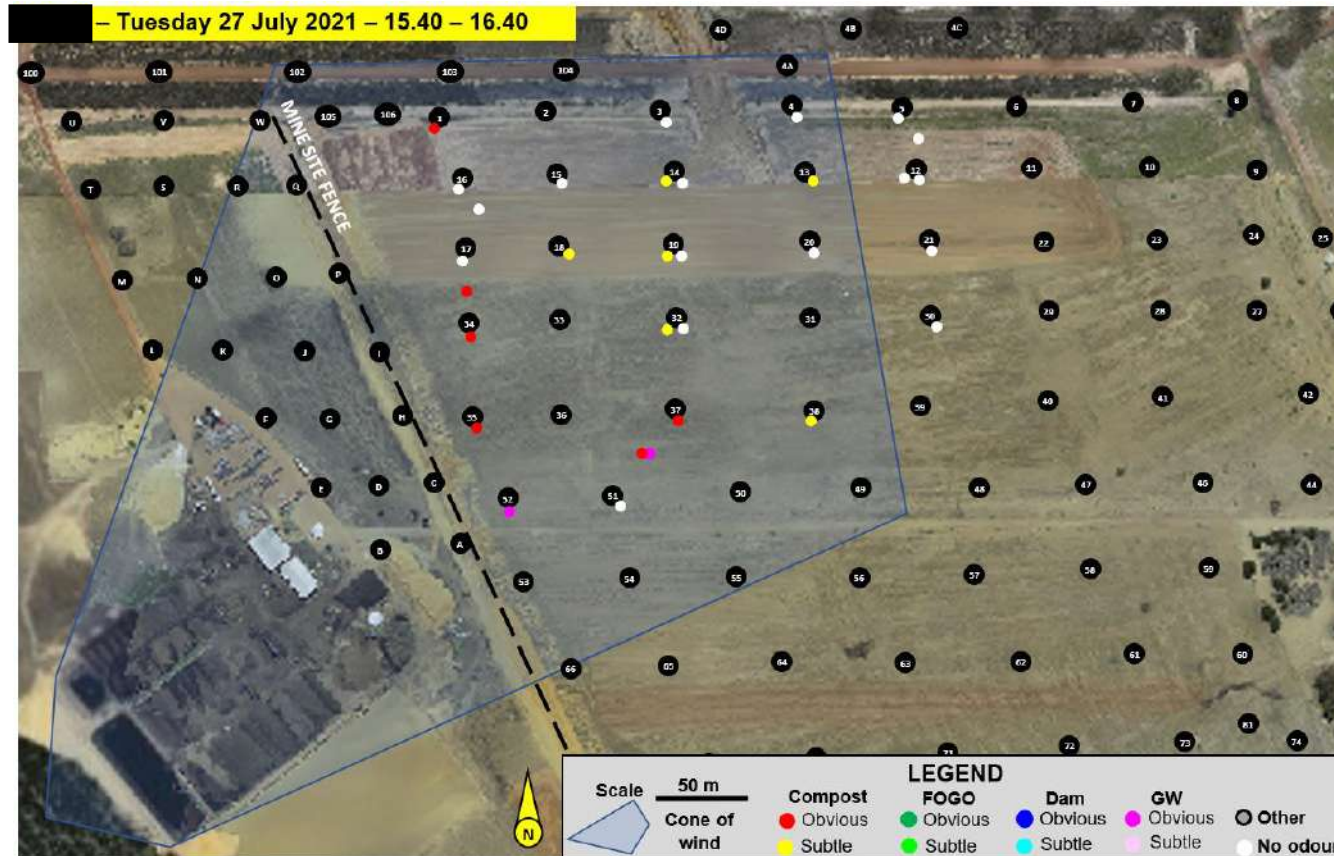
Appendix 6: [REDACTED] Monday 14 June 2021 – 14.45 to 16.25



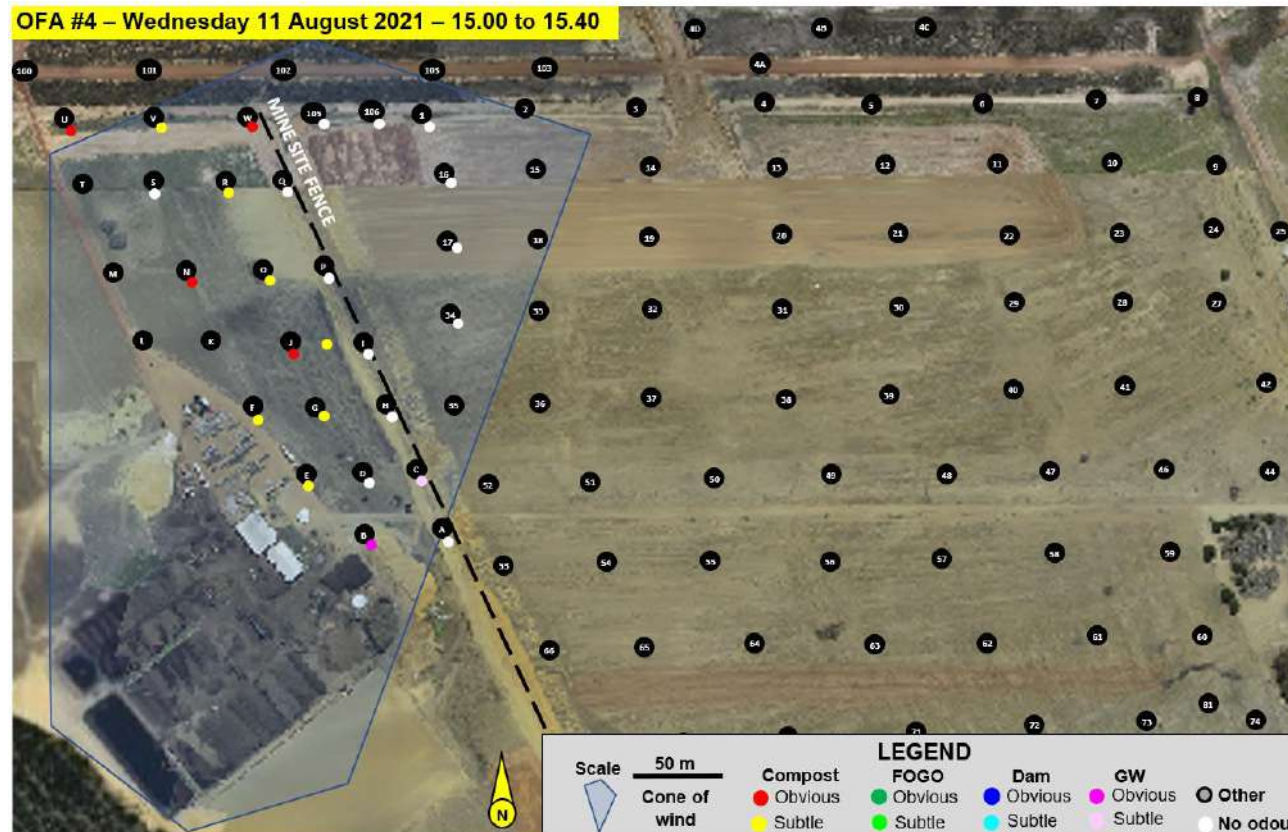
Appendix 7: OFA #3– Tuesday 22 June 2021 – 14.40 to 16.10



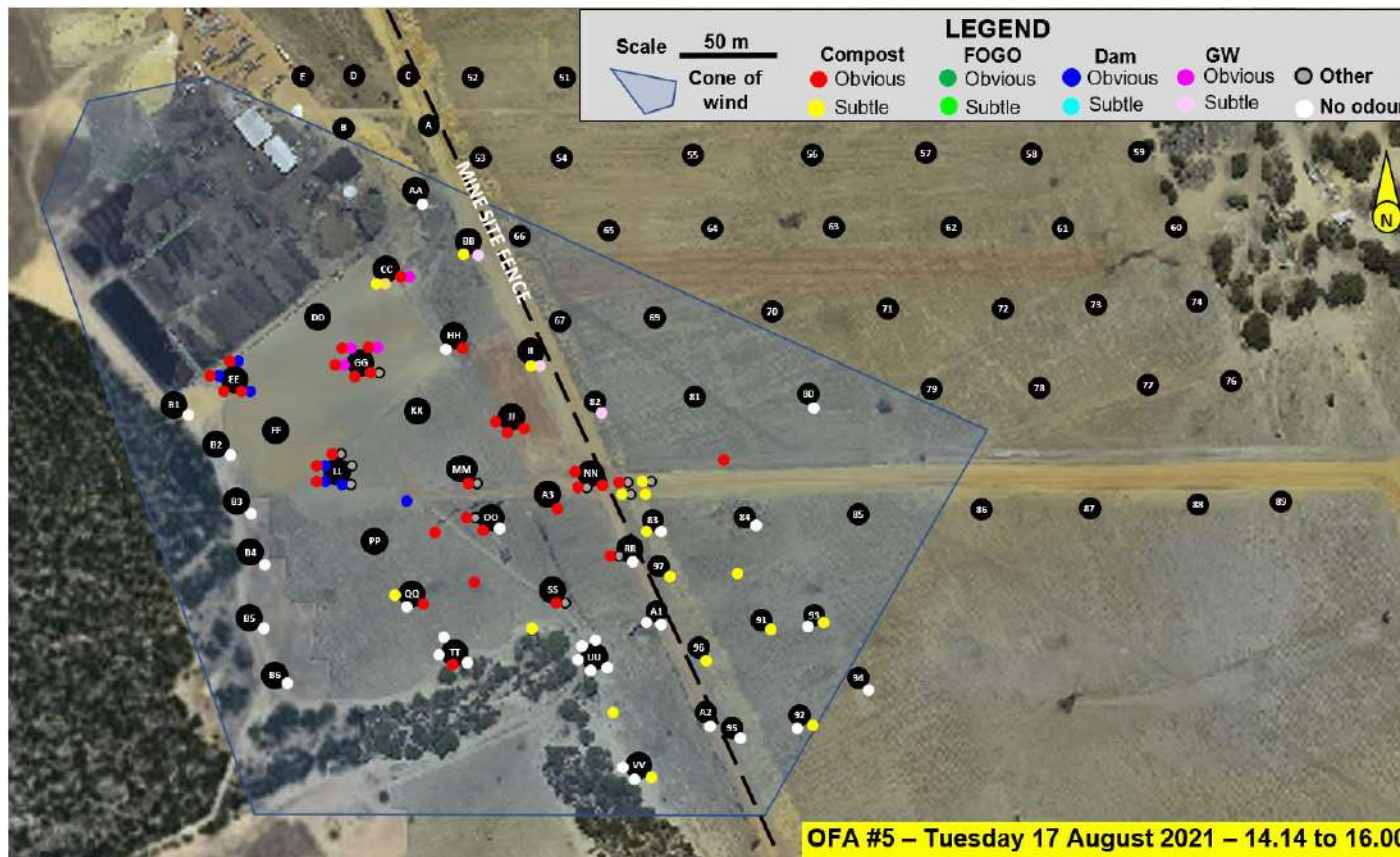
Appendix 8: [REDACTED] – Tuesday 27 July 2021 – 14.40 to 16.40



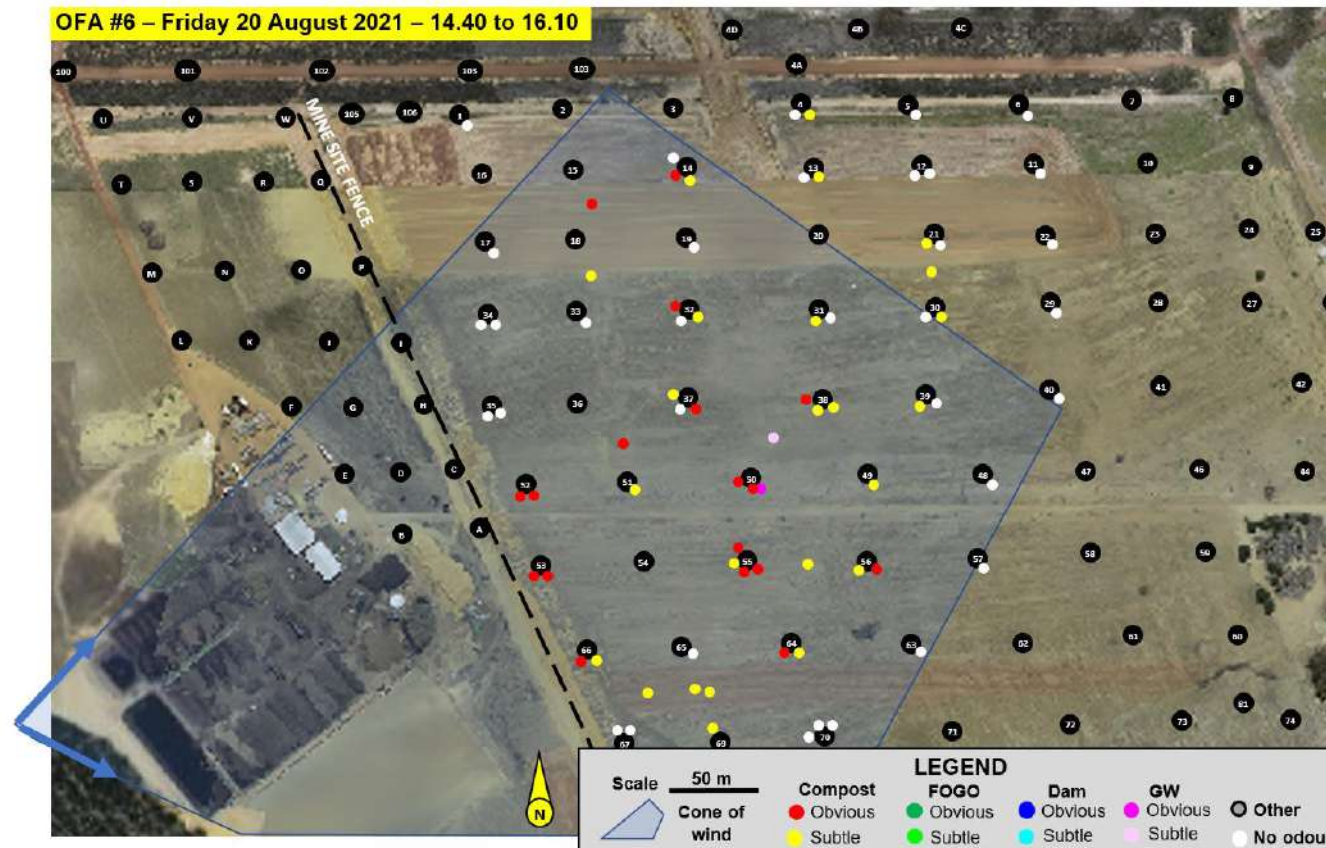
Appendix 9: OFA #4 - Wednesday 11 August 2021 – 15.00 to 15.40



Appendix 10: OFA #5 – Monday 14 June 2021 – 14.45 to 16.25



Appendix 11: OFA #6 – Monday 14 June 2021 – 14.45 to 16.25



JD Organics PTY LTD
JD Organics Composting Facility

Planning Approval Application Supporting Documentation
26 November 2021

Appendix No. 20 – Fire Management Plan

This Appendix contains confidential information and has been provided in a separate confidential document.

JD Organics PTY LTD
JD Organics Composting Facility

Planning Approval Application Supporting Documentation
26 November 2021

Appendix No. 21 – Stable Fly Management Plan

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STABLE FLY MANAGEMENT PLAN

Garden Organics
Processing Facility, Boonanarring
2021



CONTENTS

1. *Terms used*
2. *Area to which management plan relates*
3. *Purpose of management plan*
4. *Measures to be followed under management plan*
5. *Storage, use and transportation of commercially derived untreated poultry manure*

1 TERMS USED:

Approved pesticide -

- (a) is effective for use in the control of Stable fly; and
- (b) is approved by, and registered with, the APVMA;

APVMA - Australian Pesticides and Veterinary Medicines Authority

Poultry - Chickens, ducks, emus, geese, ostriches, turkeys, waterfowl and any other birds

Stable fly - *Stomoxys Calcitrans*.

2 AREA TO WHICH MANAGEMENT PLAN RELATES:

This management plan relates to the Garden Organics Processing Facility, located at lot 276 Aurisch Road Boonanarring.

3 PURPOSE OF MANAGEMENT PLAN:

The purpose of this management plan is to provide for the control of Stable fly within the above named facility.



4 MEASURES TO BE FOLLOWED UNDER MANAGEMENT PLAN:

Measures to control Stable fly under this Management Plan are as follows:

- Receipt of all commercial poultry waste items are composted to the current Australian Standard 4454
- In house weekly Environmental surveys are conducted; this includes inspections at the base of each Windrow for the presents of maggots. If detected;
 - The windrow is turned immediately
 - The area is sprayed with appropriate pesticide
- Site Operators have been instructed to inform management if they have been subjected to an insect bite. Management will complete a site inspection to ascertain the potential breeding area so the above appropriate responses can be implemented.

5 STORAGE, USE AND TRANSPORTATION OF COMMERCIALLY DERIVED UNTREATED POULTRY MANURE:

Commercially derived untreated poultry manure may not be spread within 500m of a dwelling or commercial or government premises without the consent of the occupier.

Whilst the waste produce is being allowed to desiccate—

- All manures received will be incorporated into a windrow with in 48hrs of the waste being received
- The waste is monitored on a weekly basis and if larvae or pupae likely to be stable fly are discovered, the waste will be sprayed to drenching with an approved pesticide;
- This area on which the waste is spread will not receive irrigation; and
- If the waste disposal area receives a rain event between 1 October and 30 April, the area will be sprayed with an approved pesticide within 7 days of the commencement of the rain event, and the site will be monitored each week for the presence of any stage of stable fly.



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e: contact@altusplan.com.au
www.altusplan.com.au

5 May 2022

Chief Executive Officer
Shire of Gingin
PO Box 510
GINGIN WA 6503

Attention: James Bayliss, Coordinator Statutory Planning
Via email: James.Bayliss@gingin.wa.gov.au

Dear James,

Development Application – Addition to Existing Noxious Industry (Composting Facility) at Lot 12 (No. 276) Aurisch Road, Boonanarring – Response to Submissions & Shire Comments

Further to our recent communications in relation to the above and on behalf of the Applicant, please find below and enclosed the Applicant's responses to the submissions received during stakeholder consultation, as well as clarification and justification that the proposal does fit within the land use definition of 'Composting Facility' pursuant to the Shire's *Local Planning Scheme No. 9* ('LPS9' or 'Scheme').

Clarification on Land Use Classification

As previously communicated to the Shire, we confirm that the Applicant proposes to split the proposal into two (2) phases.

Phase 1 – Composting (this application)

This application only seeks approval for 'Phase 1' which will entail the receipt of only organic materials, including 'FOGO' materials which have been principally decontaminated off-site. Specifically, Phase 1 no longer proposes to accept the following:

- D300 Non-toxic salts;
- L150 Industrial wash waters;
- M130 Non-halogenated organic chemicals;
- C100 Base (alkaline) solutions or bases (alkalis) in solid form; and
- B100 Acidic solutions or acids in solid form.

By way of clarification on the decontamination process, the Applicant's clients generally undertake an initial decontamination process off-site. This follows the initial sorting/screening undertaken that is undertaken in an individual's home when depositing into their kerbside bins.

For example, the Southern Metropolitan Regional Council ('SMRC'), which comprises of the City of Melville, City of Fremantle and the Town of East Fremantle, undertakes weekly collection of FOGO bins and based on audits undertaken in 2018 and 2021, kerbside collections within the SMRC area typically contain ~97% of organic material. The material collected kerbside is then transported to a processing facility in Canning Vale where the material collected is shredded and screened/sorted for inorganic or 'non-compostable' material and thereafter will be transferred to the Applicant's facility.

Similarly, FOGO waste collected within the City of Vincent is initially taken to facilities in Mount Hawthorn and North Perth for decontamination, with current data indicating that the collected material currently comprises of approximately 96.5-97% organic material.

The City of Wanneroo only collects 'GO' waste and the data from the transfer facility in Quinns Rocks indicates that approximately 99% of the material collected is organic.

Following the pre-processing at these facilities, the compostable material is to be transferred to the Applicant's facility.

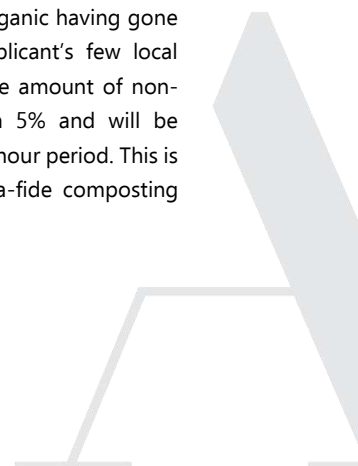
For some clients, such as the Eastern Metropolitan Region Council, where the collected material is unable to be screened off-site, some contaminated material (anticipated to be less than 5%) will make its way to the Applicant's facility. For this reason, the Applicant has proposed the decontamination shed whereby unscreened, raw FOGO product received will be screened through visual observation by staff, with large, visible contaminants being manually removed and placed into bulka bags. These bulka bags will remain on-site for a maximum of 48 hours before being collected by the waste contractor at the time of their next delivery.

In all instances, the non-organic material or contaminants principally comprises of plastic food packaging, plastic lined cartons, plastic bags and glass.

Pursuant to Schedule 1 of LPS9, the land use activity 'Composting' is defined as follows:

means the controlled process whereby compostable organic wastes, which may include liquid organic wastes, but not any liquid wastes classed as Listed Waste, Radioactive Waste or Hazardous Waste, are pasteurised and microbiologically transformed under aerobic and thermophilic conditions;

Having regard to the aforementioned clarification, the material being brought to site as part of the updated application (being Phase 1) is principally organic having gone through pre-processing off-site prior to its arrival. For the Applicant's few local government clients that cannot undertake any pre-processing, the amount of non-organic material arriving on-site is anticipated to be less than 5% and will be immediately removed by hand, set aside and sent back within a 48-hour period. This is considered to be an incidental component of the broader, bona-fide composting activities.



Phase 2 – Resource Recovery Centre

As previously discussed with the Shire, we can also confirm that we have been engaged by the Applicant to immediately make a start on pursuing a Scheme Amendment which would seek to obtain an 'Additional Use' for 'Resource Recovery Centre' at the subject site.

Pursuant to Schedule 1 (Model provisions) of the *Planning and Development (Local Planning Scheme) Regulations 2015* ('LPS Regulations'), the definition of 'Resource Recovery Centre' is as follows:

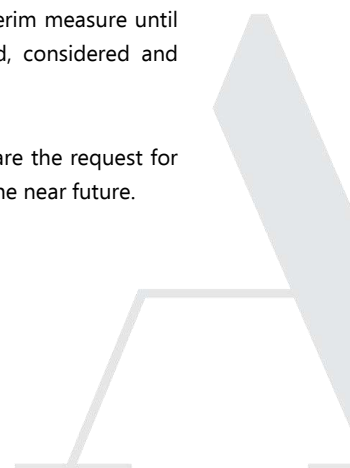
resource recovery centre means premises other than a waste disposal facility used for the recovery of resources from waste;

For context, the definition of 'Waste Disposal Facility' within the LPS Regulations is as follows:

waste disposal facility means premises used —
(a) for the disposal of waste by landfill; or
(b) the incineration of hazardous, clinical or biomedical waste;

Whilst not currently a definition within LPS9, the 'Resource Recovery Centre' definition is considered to more appropriately cover the full intent of the Applicant's proposal (including receipt of non-organic material) that was originally submitted. The approval for Phase 1 is therefore only being sought as somewhat of an interim measure until such time as the Scheme Amendment request can be prepared, considered and determined.

In this regard, Altus Planning has already been instructed to prepare the request for such a scheme amendment and it will be lodged with the Shire in the near future.



Bushfire Management Plan

As per our recent communications and as outlined in the attached response to submissions, the Applicant has engaged and is currently working with a Level 3 bushfire practitioner to prepare a Bushfire Management Plan ('BMP') to demonstrate the proposal's compliance with *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* and the associated Guidelines.

Preliminary indications are that the BMP will demonstrate compliance and given that a composting facility is already approved and operational at the subject site, it is considered appropriate in this instance to proceed to determination on the basis that a condition of approval can address the requirement to finalise and implement the BMP to the satisfaction of the Shire prior to commencement.

Transport Impact Assessment

As per the attached response to submissions, the Applicant has also engaged a traffic engineer (Shawmac Pty Ltd) to prepare a Transport Impact Assessment ('TIA'), specifically in response to Main Roads' recommended condition requiring an upgrade to the Aurisch Road and Brand Highway intersection.

The findings of the TIA are that no such upgrades are required as a result of the proposed development (refer to attached TIA). However, as the TIA is yet to be reviewed by Main Roads, we would accept a condition to enable negotiations with the Shire and Main Roads (as required) regarding access arrangements to be resolved and implemented prior to commencement of the proposed operations.

Alternative Access to the Site

The Applicant can also confirm that negotiations have commenced with the neighbouring property to the north (Lot 5550) to acquire a strip of land that would enable a private road to be created between Aurisch Road and Wannamal Road West as the primary access route, avoiding the use of the Brand Highway and Aurisch Road

intersection, except for emergency situations. We have already received instruction from the Applicant to prepare the necessary subdivision application to excise the land from the neighbouring property.

We therefore ask the Shire to consider that any on-going use of Aurisch Road to Brand Highway is likely to be finite and effectively only an interim measure.

Conclusion

I trust that the information contained in this package is satisfactory for the Shire to progress the application for consideration at the upcoming Council Meeting on 17 May 2022.

The Applicant wishes to emphasize that conditional approval from the Shire in advance of the end of financial year is critical. Whilst the proposal is unlikely to be constructed and fully operational until early 2023, the urgency with the application is two-fold:

- i) Contracts with local governments and regional councils must be finalised before 30 June; and similarly,
- ii) The proposal is also dependent on both state and federal funding with similar deadlines.

We respectfully request that all these considerations receive your due consideration.

Should you have any queries, please do not hesitate to contact me on 6268 0017 or via email to ben@altusplan.com.au. We otherwise look forward to the Shire's prompt and favourable determination.

Yours sincerely,



Ben Laycock

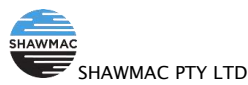
Senior Town Planner – Altus Planning





Project:	Proposed Composting Facility
Client:	Go Organics c/o IW Projects
Author:	Keli Li
Doc No:	2203024-TIA-001
Revision:	B

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Document Status: For Client Review

Revision	Prepared By	Reviewed By	Approved By	Issue	Date
A	Keli Li	R. Needham	R. Needham	Client Review	22/04/2022
B	Keli Li	R. Needham	R. Needham	Client Review	28/04/2022

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File Reference: Y:\Jobs Active 2022\CE - Roads and Drainage\Go Organics_Aurisch Rd_TIA_2203024\3. Documents\3.6 TIA\2203024-TIS-001_B.docx



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1. Introduction

1.1. Background

Go Organics are proposing to develop Lot 12 (#276) Aurisch Road to a Composting Facility. The estimated truck movements generated by the facility is 34 round trips per day. However, the proponent has approval from the Shire of Gingin to utilise Aurisch Road for up to 75 round trips per day (inclusive of light vehicle trips) and accordingly wishes consider the impacts if the site operates at this level.

Shawmac have been engaged by Go Organics to prepare a Transport Impact Assessment (TIA) to support the Development Application.

Considering the proposed development will be the only development planned on Aurisch Road, the purpose of this report is to outline the details of the traffic impact and the geometry of the Brand Highway / Aurisch Road intersection.

Refer to **Figure 1** for the locality of the site. An aerial view of Brand Highway / Aurisch Road intersection is provided in **Figure 2**.

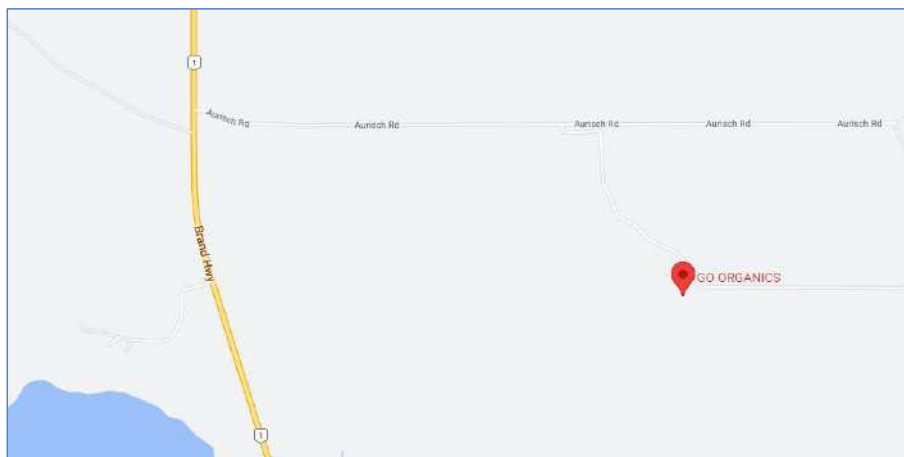


Figure 1: Site Locality



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Figure 2: Aerial View of Brand Highway / Aurisch Road Intersection

The Transport Impact Assessment has been undertaken in accordance with the Western Australian Planning Commission's (WAPC) Transport Impact Assessment Guidelines for Developments: Volume 4 – Individual Developments (2016). The assessment includes:

- Collection of background data including traffic counts and crash data.
- Details of the proposed transport metrics provided by the client.
- Assessment of the Brand Highway / Aurisch Road intersection in accordance with MRWA and Austroads guidelines with regards to safety, sight distance requirements, geometry and interaction with non-site traffic.
- Assessment of the development impact on the immediately adjacent road network at the subject intersection.
- Review of any site-specific safety issues associated with the proposal.
- Assessment of the frontage road in relation to the MRWA RAV Assessment Guidelines.



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1.2. Previous Assessment

A RAV assessment was completed by Shawmac in December 2020 to support the application of Aurisch Road into the RAV 2 network for the proposed operation (doc#: 2011003-RAV-001). A special condition recommended by the RAV assessment is that SLK 0.43-1.86 of Aurisch Road subject to 60km/h speed restriction.



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2. Existing Situation

2.1. Road Network

As per the MRWA Road Information Mapping System, Brand Highway is defined as a Primary Distributor and Aurisch Road is an Access Road. The layout and hierarchy of the existing road network according to the Main Roads WA Road Information Mapping System is shown in **Figure 3**.



Figure 3: Adjacent Road Network

2.2. Carriageway Width and Cross Section

The carriageway and configuration of relevant roads are summarised in **Table 1**.

Table 1: Road Configuration

Road and Location	Road Type	Cross Section	Carriageway Width (Approx.)	Sealed Pavement Width (Approx.)
Brand Highway	Primary Distributor	Two-lane single carriageway	11.0m	9.0m
Aurisch Road	Access Road	Two-lane single carriageway	11.0m	N/A



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2.3. Traffic Volumes

The Brand Highway / Aurisch Road Intersection is at SLK 48.82 of Brand Highway. The nearest traffic count data for Brand Highway according to MRWA Trafficmap is at the count site North of Dewar Rd (SLK 37.31).

The data from this count site saw an average 10% growth from 16/17 period to 20/21 period. However, a 5% reduction is recorded from 20/21 to 21/22.

As the site can operate for more than 10 years, a 10-year scenario (2031/32) has also been assessed. However, a 10% compounded annual growth is not considered to be sustainable over 10 years. For the purpose of this assessment an average 3% compounded growth has been applied for Brand Highway traffic for projecting the 2032 background traffic volume.

A summary of this information is provided in **Table 2** and **Table 3**. Detailed traffic count data is attached in **Appendix A**.

Table 2: Daily Traffic Volumes

Road / Direction	Location	Daily Volume (2021/22)	Daily Volume (2031/32)	Data Source
Brand Hwy NB	North of Dewar Rd	1297	1743	MRWA 21/22
Brand Hwy SB	North of Dewar Rd	1340	1801	MRWA 21/22

Table 3: Peak Hour Traffic Volumes

Road / Direction	Location	2021/22		2031/32	
		AM Peak	PM Peak	AM Peak	PM Peak
Brand Hwy NB	North of Dewar Rd	125	64	168	86
Brand Hwy SB	North of Dewar Rd	19	134	26	180



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2.4. RAV Status

As per MRWA HVS network mapping tool:

- Brand Highway is categorised under Tandem Drive RAV 7.3 network and Tri Drive 4.3 network without any conditions.
- Aurisch Road is categorised under Tandem Drive RAV 4.1 network and Tri Drive 1.1 network with the following conditions:
 - All operators must carry current written approval from the road asset owner permitting use of the road.
 - Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).
 - Headlights to be switched on at all times No operation on unsealed road segment when visibly wet, without road owner's approval.
 - Note: Low Volume (LV) When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover.

Figure 4 shows the Tandem Drive network 4.1 for the road network in the local vicinity.

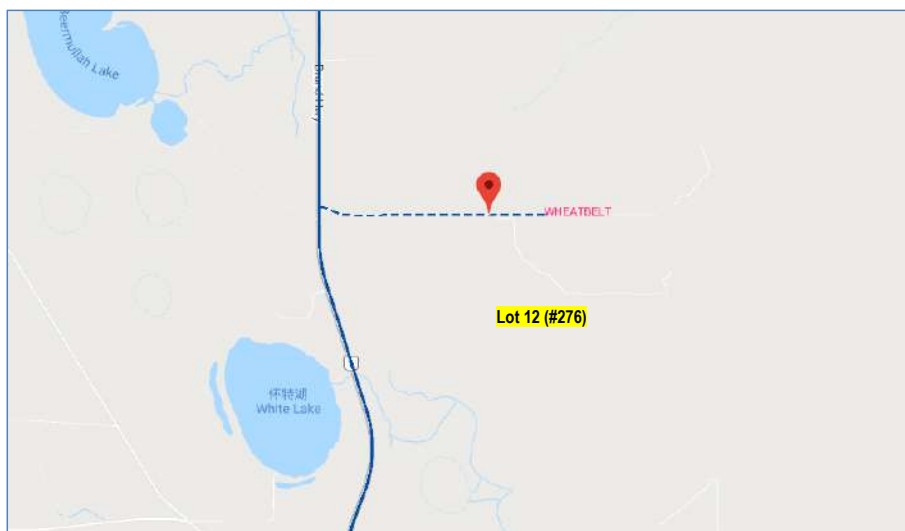


Figure 4: Tandem Drive RAV 4.1 Network



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2.5. Speed Limit

As per MRWA's Road Information Mapping System, Brand Highway is operating under a 110km/h speed limit in the vicinity of Aurisch Road. Aurisch Road is an Access Road outside of built-up areas and therefore operates under 110km/hr.

As noted from the RAV assessment, RAV vehicles approaching Brand Highway Intersection from Aurisch Road are recommended to travel less than 60 km/hr.

The speed limit of the adjacent road network is shown below in **Figure 5**.



Figure 5: Speed Zoning



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2.6. Crash History

Crash data for Aurisch Road and Brand Highway (200m north and south of Aurisch Road) was sourced from MRWA Crash Analysis Reporting System (CARS) for the 5-year period ending 31/12/2020. The report is summarised in **Table 4**.

Table 4: Crash History

Location	Number of Crashes	MR Nature and Location	Severity
Brand Highway SLK 48.62 – 49.02	0	N/A	N/A
Aurisch Road SLK 0.00 – Road End	0	N/A	N/A

2.7. Changes to Surrounding Transport Networks

There are no known changes to the adjacent road network that have potential to affect this assessment.



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3. Transport Logistics

3.1. Proposed Development and Traffic Generation

Go Organics are proposing to develop Lot 12 (#276) Aurisch Road as a Composting Facility. The estimated truck movements generated by the facility is 34 round trips per day. However, the proponent has approval from the Shire of Gingin to utilise Aurisch Road for up to 75 round trips per day (inclusive of light vehicle trips) and accordingly wishes consider the impacts if the site operates at this level.

It is understood that truck commuting to the site will be loaded, 50%-80% of trucks returning from the site will be backloaded with bagged pallets and bulk loads.

For the purpose of this assessment, it has been assumed that the site would generate 10 light vehicles movements (representing general staff movements) to and from the south along Brand Highway (5 vpd in during AM Peak and 5 vpd out during PM peak) corresponding to the AM and PM peak hours.

3.2. Haulage Route

It has been advised that 95% of the haulage destinations are to/from the south and 5% are to/from the north. For daily traffic distribution 66 round trips are to/from the south and 4 round trips are to/from the north.

3.3. Operating Hours

Haulage operations will occur 6 days a week, Monday to Friday from 07:00 to 17:00 and Saturday from 07:00 to 12:00. There is no defined peak period for the haulage activity and the movements are expected to be relatively evenly distributed throughout the operating hours.

3.4. Proposed Haulage Vehicle

It is proposed to use single trailer trucks and RAV 2 B-Doubles up to 27.5m long for the proposed haulage activity. Based on the data provided by the client, the ratio between B-double and single-unit-truck is 62%/38% respectively. Figure 6 shows configuration of RAV 2 B-Double.

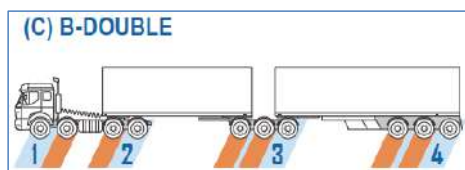


Figure 6: Typical Tandem Drive RAV 2 B-Double



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4. Traffic Impact Assessment

4.1. Assessment Years

The development is assessed based on current network condition (2022) and 10-year scenario (2032) in accordance with WAPC Transport Impact Assessment Guidelines for Developments.

4.2. Impact on Roads

4.2.1. Road Minimum Widths

The sealed and carriageway widths of Brand Highway and Aurisch Road were checked against the rural road minimum widths in accordance with Appendix A of the MRWA RAV assessment guideline. The comparison is shown below in **Table 5**.

Table 5: Rural Road Minimum Width

Scenario	Road	Location	Background / Proposed AADT	Speed (RAV) (km/hr)	RAV Status	Existing / Required Min Seal Width (m)	Existing / Required Min Carriageway Width (m)
2022	Brand Highway	South of Site Access	2,637 / 2,779	100	RAV 7.3	9.0 / 8.0	11.0 / 11.0
2032	Brand Highway	South of Site Access	3,544 / 3,686	100	RAV 7.3	9.0 / 8.0	11.0 / 11.0
2022 and 2032	Aurisch Road	East of Brand Highway	0 / 150	100	RAV 4.1	N/A	11.0 / 8.6

*Sealed width only available at Marble Bar Road intersection

As shown above, the existing road seal widths comply with the minimum requirements for all scenarios.

4.2.2. Road Safety

The crash history of the adjacent road network (as previously outlined in **Section 2.6**) does not suggest any particular safety issues (there have been no crashes recorded) in the existing road network. The additional traffic movements generated by the operation are not considered to increase the likelihood of crashes to unacceptable levels.



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4.3. Intersection Assessment

4.3.1. Safe Intersection Sight Distance

The Safe Intersection Sight Distance (SISD) is the minimum distance which should be provided on the major road at any intersection. SISD provides sufficient distance for a driver of a vehicle on the major road to observe a vehicle on a minor road approach moving into a collision situation (e.g. in the worst case, stalling across the traffic lanes) and to decelerate to a stop before reaching the collision point.

The SISD is assessed based on the following parameters:

- An observation time of 3 seconds as per Austroads Part 3;
- A reaction time of 2.5 seconds;
- Deceleration coefficients for the purpose of SISD calculations are 0.36 for light vehicles and 0.28 for heavy vehicles (Road Train Type 1); and
- Driver eye height is 2.4m for trucks and 1.1m for cars.

The results are summarised in **Table 6**. The line-of-sight street view at the intersection location are shown in **Figure 7** and **Figure 8**. The measurement of the SISD is shown in **Figure 9**.



Figure 7: Aurisch Road Looking South



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Figure 8: Aurisch Road Looking North



Figure 9: Sight Distance Measurement at Aurisch Road / Brand Highway Intersection

Table 6: Sisd at Aurisch Road / Brand Highway Intersection

Location	Vehicle Type	Design Speed (km/h) (NB / SB)	Coefficient of Deceleration	Decision Time (s)	Longitudinal Grade (NB / SB)*	Required Sisd for NB / SB Traffic (m)	Available Sisd (m)	
							NB	SB
Aurisch Road / Brand Highway Intersection	Trucks	100 / 100	0.28	3.0+2.5	2.0% / -1.0%	284 / 299	380	410
	Cars	110 / 110	0.36	3.0+2.5	2.0% / -1.0%	293 / 304	380	410

*Positive for through traffic travelling uphill and negative for through traffic travelling downhill. Grades are conservative estimates based on google earth only.

As shown, the Sisd is sufficient to achieve the minimum requirements in accordance with the Austroads Guide to Road Design Part 4A, however it should be noted that the fringing vegetation south of the intersection need to be maintained to ensure unobstructed sightline.



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4.3.2. Entering Sight Distance

The Entering Sight Distance (ESD) is the minimum distance for driver of a RAV, entering a through road, having appropriate sight distance to see a sufficient gap in oncoming traffic that will allow a RAV, with greater length and lower acceleration capacity, to clear the intersection safely.

The ESD is assessed based on the following parameters in accordance with MRWA's Standard RAV Route Assessment Guidelines:

- A reaction time of 4 seconds, and
- Deceleration coefficient of 0.28;

The Entering Sight Distance (ESD) for existing and proposed access locations has been assessed in accordance with RAV Route Assessment Guideline (updated November 2019). A comparison of available and required ESD for RAV vehicles are summarised in **Table 7**.

Table 7: RAV Vehicle Entering Sight Distance

Location	Design Speed (km/h) (NB / SB)	Coefficient of Deceleration	Reaction Time (s)	Longitudinal Grade (NB / SB)*	Required ESD for NB / SB Traffic (m)	Available ESD (m)	
						NB	SB
Aurisch Road / Brand Highway Intersection	100 / 100	0.28	4	2.0% / -1.0%	242 / 257	380	410

*Positive for through traffic travelling uphill and negative for through traffic travelling downhill. Grades are conservative estimates based on google earth only.

As shown, the ESD is sufficient to achieve minimum requirements in accordance with the MRWA RAV Assessment Guideline. As discussed in **Section 4.3.1**, the fringing vegetation will need to be maintained to ensure unobstructed sightline towards south of the intersection.



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4.3.3. Approach Sight Distances

The Approach Sight Distance (ASD) is required to ensure that drivers of trucks and light vehicles approaching the intersection from the minor road at the 85th percentile operating speed are able to see the intersection and stop at the holding line.

The ASD is assessed based on the following parameters:

- A reaction time of 2.5 seconds for light vehicles and 4.0 seconds for heavy vehicles;
- Deceleration coefficients for the purpose of ASD calculations are 0.22 for light vehicles at 110km/hr and 0.21 for haulage trucks at 60 km/hr; and
- Driver eye height is 2.4m for trucks and 1.1m for cars.

The street view looking towards the intersection from Jigalong Road is shown in **Figure 10**. The required and available ASD at the intersection has been determined from Austroads Part 4A Equation 2 as summarised in **Table 8**.



Figure 10: Approach Sight Line from Aurisch Road



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Figure 11: Approach Sight Distance Measurement

Table 8: Approach Sight Distance Assessment

Location	Vehicle Type	Design Speed (km/h)	Coefficient of Deceleration	Reaction Time (s)	Longitudinal Grade*	Required ASD (m)	Available ASD (m)
Aurisch Road Approaching Brand Highway	Trucks	60	0.21	4.0	1.5%	130	220
	Cars	110	0.22	2.5	1.5%	279	220
	Cars	90	0.24	2.5	1.5	188	220

*Positive for traffic travelling uphill and negative for through traffic travelling downhill. Grades are estimates only.

As shown, the ASD are sufficient to achieve minimum requirements for trucks travelling at 60km/hr.

For light vehicles travelling at 110km/hr, the available ASD falls below minimum requirement. Considering vehicles travelling on unsealed road will adjust their speed based on general road condition and there is a horizontal curve adjacent to Brand Highway, vehicles approaching the intersection are expected to be under 90km/hr which require minimum 188m ASD (220m available). Therefore, the available ASD is considered to be acceptable for the current situation, but it should Aurisch Road be sealed in future the suitability of the available ASD would need to be re-assessed.



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4.3.4. Intersection Volumes

For the purpose of auxiliary lane assessment, the development peak hour (worst-case) volumes based on 2031/32 projected traffic volumes are shown in **Figure 12**.

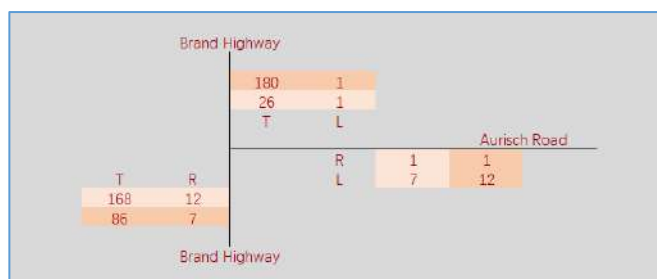


Figure 12: Intersection Volumes

4.3.5. Auxiliary Lanes

The requirement for turning treatments was calculated using the Intersection Warrants calculator provided in Main Roads WA Supplement to Austroads Guide to Road Design - Part 4 A.8. The results of the assessment are shown in **Figure 13**.

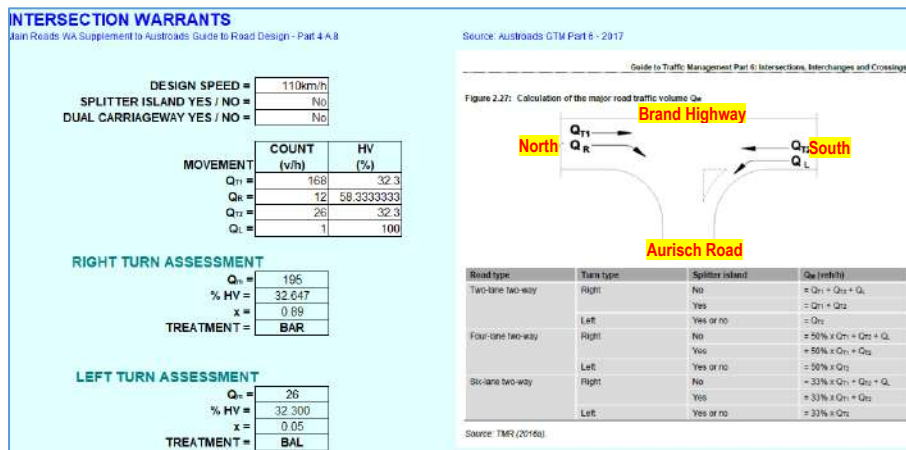


Figure 13: Warrants for Turn Treatments – AM Peak



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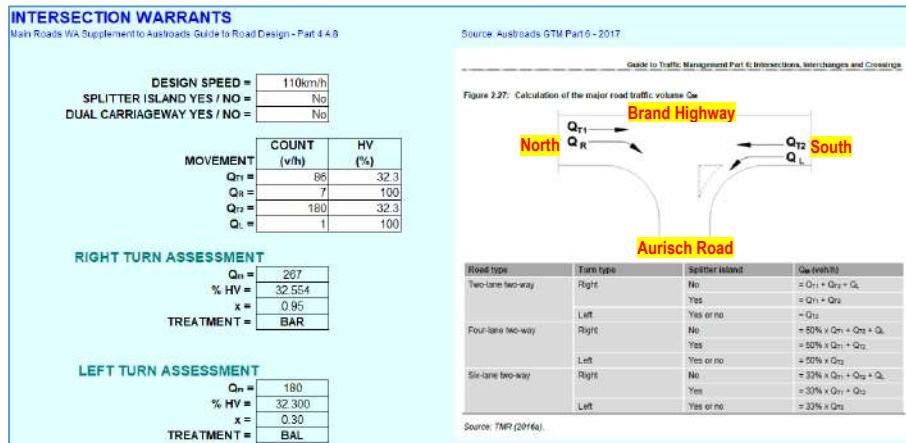


Figure 14: Warrants for Turn Treatments – PM Peak

As shown, the required left-turn and right turn treatments for the proposed intersection are a Basic Left Turn (BAL) and Basic Right Turn (BAR) treatment. These treatments are already installed and accordingly no further improvements are suggested, particularly since the proponent is only planning to operate at <50% of the traffic volumes assumed in this assessment.



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4.3.6. Acceleration Lane

The RAV guideline provides the following advice with regards to acceleration lanes:

To assist in ensuring network performance levels are maintained, the assessor needs to identify if the acceleration lanes and turn pockets are present at intersections and the length of these treatments. Capturing this information in the assessment will assist in determining if network improvements are necessary, in consultation with the road manager.

Note 11 on the MRWA T-Intersection for 36.5m road train guideline drawing (201431-0001) provides the following advice with regards to acceleration lanes (Note that the proposed operation will only use B-double with length up to 27.5m):

Provide 600m long acceleration lane (or lanes) when the AADT on the through road exceeds 600 with at least 2 road trains per hour on the terminating leg.

Consideration could be given to extending the acceleration lane length to 1500m (min) and linemarking as an overtaking opportunity.

AGRD04 notes that:

There are no simple numerical warrants for the provision of acceleration lanes. However, an auxiliary lane may be added on the departure side of a left turn or right turn if traffic is unable to join safely and/or efficiently with the adjacent through traffic flow by selecting a gap in the traffic stream.

Acceleration lanes may be provided at major intersections depending on traffic analysis. However, they are usually provided only where:

- insufficient gaps exist for vehicles to enter a traffic stream.*
- turning volumes are high (e.g. > 300 vph).*
- the observation angle falls below the requirements of the minimum gap sight distance model (for example, inside of horizontal curves).*
- heavy vehicles pulling into the traffic stream would cause excessive slowing of major road vehicles.*

The requirement for acceleration lanes has been assessed against the Austroads and Main Roads WA guidelines as detailed in **Table 9**.



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Table 9: Acceleration Lane Warrants

Note	Assessment
<i>MRWA – To assist in ensuring network performance levels are maintained, the assessor needs to identify if the acceleration lanes and turn pockets are present at intersections and the length of these treatments. Capturing this information in the assessment will assist in determining if network improvements are necessary, in consultation with the road manager.</i>	Due to the low volumes of traffic turning into and out of Aurisch Road, the level of service of the access is expected to be acceptable.
<i>MRWA - Provide 600m long acceleration lane (or lanes) when the AADT on the through road exceeds 600 with at least 2 road trains (36.5m long) per hour on the terminating leg.</i>	The AADT on the through road (Brand Highway) exceeds 600, however instead of 36.5m road trains turning out of the intersection the proposed operation will have approximately 2 B-double and 5 single unit trucks turning out of the intersection during peak hour (plus 5 light vehicles in the PM Peak). It is noted that this guideline is for RAV 7 vehicles which are understood to be heavier and accelerate much slower than the RAV 2 trucks and single unit trucks. Therefore, it is considered that the B-doubles and single unit trucks will accelerate quicker and therefore have less impact to the existing through traffic. Therefore, it is considered that this guideline is technically not mandatory and/or applicable in this instance and therefore an acceleration lane not warranted.
<i>Austrroads - Acceleration lanes may be provided at major intersections depending on traffic analysis. However, they are usually provided only where:</i> <i>Insufficient gaps exist for vehicles to enter a traffic stream.</i>	The background northbound traffic during PM peak hour is 180 vehicles per hour for the 2031/32 scenario which equates to about 3 vehicles per minute. Therefore, it is considered that there are sufficient gaps for trucks to enter a traffic stream.
<i>Austrroads continued:</i> <i>Turning volumes are high (e.g. > 300 vph).</i>	Turning volumes at the intersection during the peak hour is expected to be <300 vph.
<i>Austrroads continued:</i> <i>The observation angle falls below the requirements of the minimum gap sight distance model (for example, inside of horizontal curves).</i>	The intersection has good sight distances and observation angle.
<i>Austrroads continued:</i> <i>Heavy vehicles pulling into the traffic stream would cause excessive slowing of major road vehicles.</i>	The proposed operation is more likely to have 2 B-double and 5 single unit trucks turning out of the intersection during peak hour which equates to about 1 truck every 9 minutes on average. The background southbound traffic during PM peak hour is 180 vehicles per hour for the 2031/32 scenario which equates to about 3 vehicles per minute, which is considered frequently having gaps for RAV 2 trucks turning out of intersection. Trucks departing from the intersection have good sight distance towards both direction and therefore be able to pull into through traffic without causing excessive slowing.

Based on the above assessment and the intersection has sufficient sight distances an acceleration lane is not considered to be warranted by the proposed haulage traffic.



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4.3.7. Swept Path Assessment

Swept Path analyses has been previously undertaken for Brand Highway / Aurisch Road intersection as a part of RAV assessment noted in **Section 1.2**. The swept path diagrams are attached in **Appendix B**.

The assessment indicates the existing intersection geometry is suitable for non-lane correct movements only for RAV 2-4 trucks. In accordance with MRWA's RAV guidelines, this is acceptable given that appropriate sight distance is available in all directions.



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5. Conclusions

This TIS has concluded the following:

This Transport Impact Statement for the proposed composting facility has been based on the proponents approval to use Aurisch Road for up to 75 round trips per day (all traffic), although it is only proposed to operate at a level that would result in 34 round trips per day (trucks only). Based 75 round trips per day, the assessment concluded the following:

- The estimated traffic generation can be accommodated within the predicted capacity of road network;
- The additional traffic generated by the site is not considered likely to increase the likelihood of crashes to unacceptable levels;
- Brand Highway and Aurisch Road has the appropriate RAV network for proposed operation at present;
- There is sufficient sight distance at the Aurisch Road exit onto Brand Highway, however the vegetation along the south side of the intersection will need to be cleared / maintained to ensure unobstructed sightline;
- Based on the predicted traffic volume, auxiliary lanes are not required at the access;
- An acceleration lane is not considered warranted towards both directions of Brand Highway / Aurisch Road intersection; and
- The Brand Highway / Aurisch Road intersection is currently adequate for non-lane-correct RAV 2-4 movements. In accordance with MRWA's RAV guidelines, this is acceptable given that appropriate sight distance is available in all directions.



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Appendix A – Traffic Counts



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Hourly Volume

Brand Hwy (H004)

North of Dewar Rd (SLK 37.31)

SITE 5074

2021/22

Monday to Friday

	All Vehicles			Heavy Vehicles				
	NB	SB	Both	NB	SB	Both	%	
00:00	3	8	11	2	5	7	63.6	
01:00	4	5	9	3	3	6	66.7	
02:00	4	6	10	3	4	7	70.0	
03:00	13	5	18	7	3	10	55.6	
04:00	37	8	45	9	5	14	31.1	
05:00	125	19	144	31	7	38	26.4	
06:00	89	35	124	32	12	44	35.5	
07:00	99	45	144	34	19	53	36.8	
08:00	86	58	144	29	22	51	35.4	
09:00	87	72	159	28	25	53	33.3	
10:00	97	88	185	32	29	61	33.0	
11:00	95	100	195	30	32	62	31.8	
12:00	84	109	193	27	32	59	30.6	
13:00	76	119	195	24	33	57	29.2	
14:00	70	129	199	22	34	56	28.1	
15:00	64	134	198	19	33	52	26.3	
16:00	61	106	167	16	27	43	25.7	
17:00	67	91	158	18	25	43	27.2	
18:00	47	88	130	16	23	39	30.0	
19:00	31	43	74	12	13	25	33.8	
20:00	25	29	54	14	11	25	46.3	
21:00	20	20	40	12	9	21	52.5	
22:00	12	13	25	8	7	15	60.0	
23:00	6	10	16	4	6	10	62.5	
TOTAL	1297	1340	2637	432	419	851	32.3	



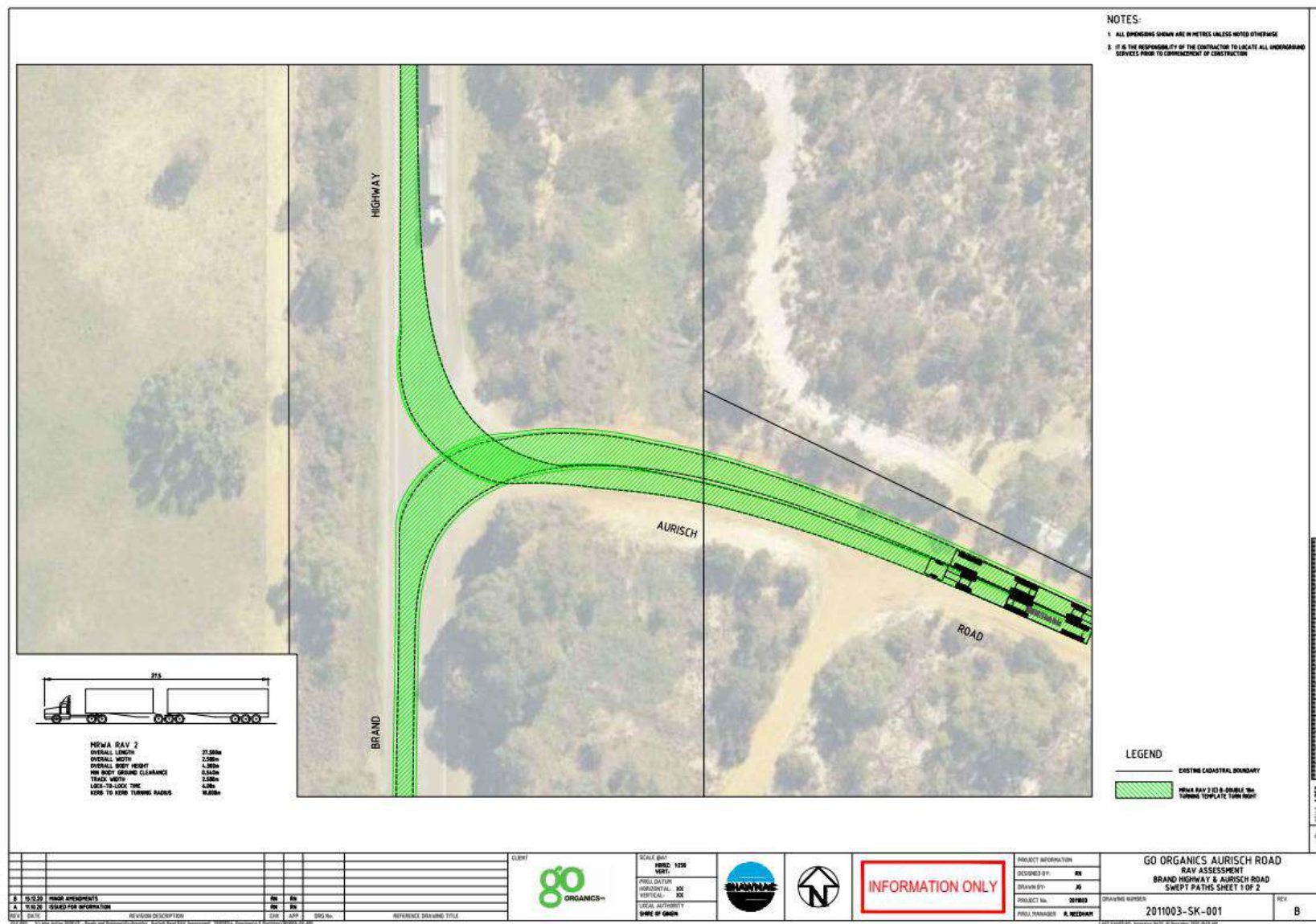
Peak Statistics

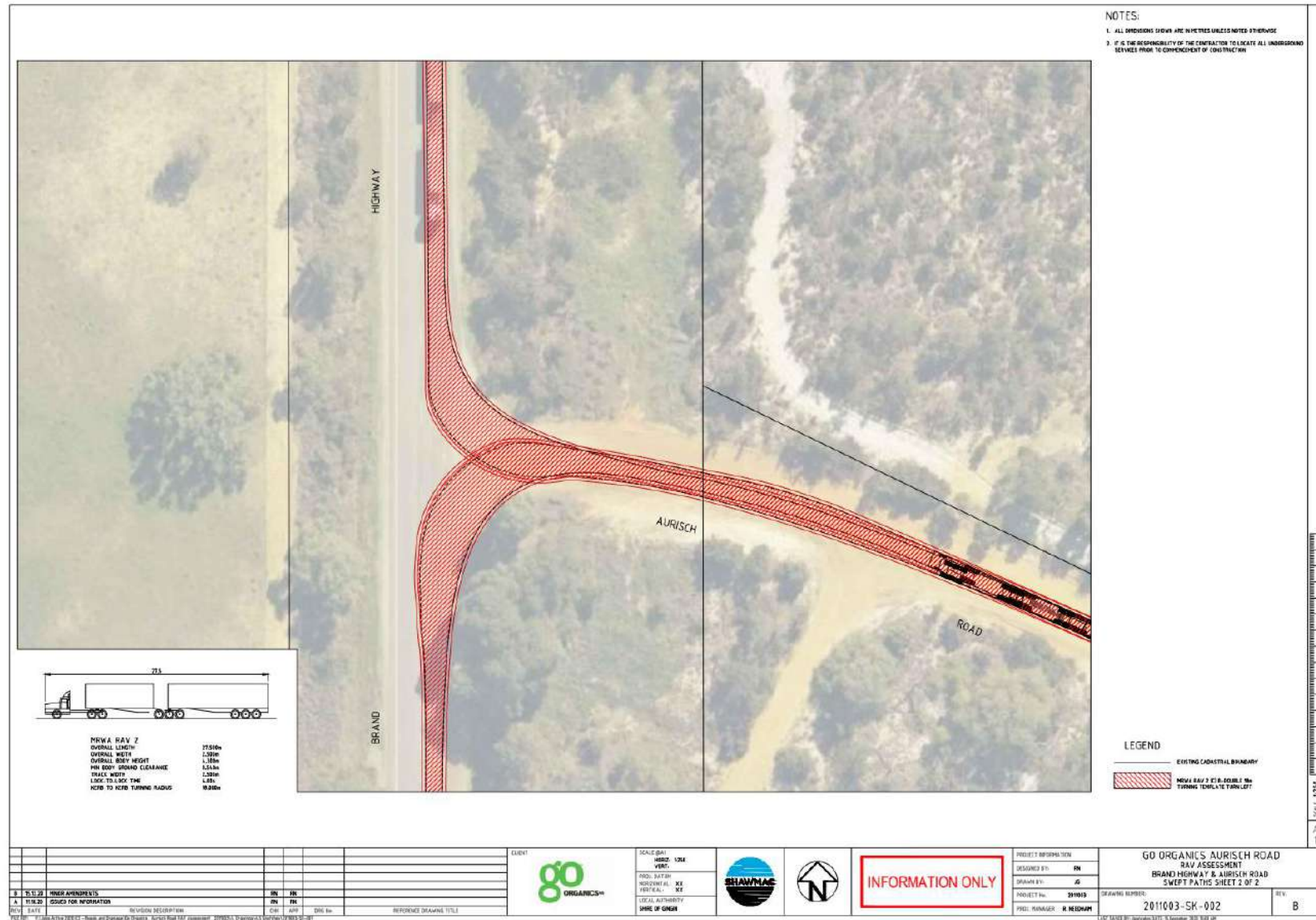
AM	TIME	05:00	11:15	10:45	05:15	09:45	09:45
	VOL	125	103	195	36	32	65
PM	TIME	17:00	14:45	13:45	12:00	13:45	12:45
	VOL	84	135	204	27	36	60



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Appendix B – Swept Path Diagrams





SCHEDULE OF SUBMISSIONS AND RECOMMENDED RESPONSES

**DEVELOPMENT APPLICATION: ADDITION TO EXISTING NOXIOUS INDUSTRY (COMPOSTING FACILITY) ON LOT 12
(276) AURISCH ROAD, BOONANARRING**

No.	Submitter	Submission details	Recommended response
1.	DMIRS	The submitter provides the following general comment: <i>"We note that, the eastern portion of the subject lot is overlain by mining lease M70/1194, in the proposal it refers to mining operations in this area, and the proposal states that there has been consultation with the operator of the mining operations.</i> <i>The Department of Mines, Industry Regulation and Safety (DMIRS) has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.</i>	Noted.
2.	DPLH	The submitter provides the following general comment: <i>"The Department appreciates the opportunity to comment and advises that the proposal could be contemplated under State policy. No State significant matters have been identified and as such the Department has no additional advice to give."</i>	Noted.
3.	DBP	The submitter provides the following general comment: <i>"DBP as owners and operators of the Dampier to Bunbury Natural Gas Pipeline (DBNGP) have no objection to the proposed development as indicated on the plans supplied."</i>	Noted.
4.	DFES	The submitter provides the following general comment: <i>"The Department of Fire & Emergency Services (DFES) provide the following comments with respect to State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) and the Guidelines for Planning in Bushfire Prone Areas (Guidelines):-</i> <i>The proposed development application is located within an area that has been designated as a 'bushfire prone area' by</i>	Noted. The original approval pre-dates SPP 3.7 and therefore the accompanying BMP does not resemble the layout anticipated under SPP 3.7. The officer is aware that the BMP is currently being prepared by a consultant and

		<i>the Fire and Emergency Services Commissioner pursuant to the Fire and Emergency Services Act 1998. In accordance with the requirements SPP 3.7, any development within a bushfire prone area is to be accompanied by:</i> a) (i) <i>a BAL assessment. BAL assessments should be prepared by an accredited Level 1 BAL Assessor or a Bushfire Planning Practitioner unless otherwise exempted in the Guidelines; or</i> (ii) <i>a BAL Contour Map that has been prepared for an approved subdivision clearly showing the indicative acceptable BAL rating across the subject site, in accordance with the Guidelines. BAL Contour Maps should be prepared by an accredited Bushfire Planning Practitioner.</i> b) <i>the identification of any bushfire hazard issues arising from the BAL Contour Map or the BAL assessment; and</i> c) <i>an assessment against the bushfire protection criteria requirements contained within the Guidelines demonstrating compliance within the boundary of the development site. This information can be provided in the form of a Bushfire Management Plan or an amended Bushfire Management Plan where one has been previously endorsed.</i> • <i>The proposed land use will also need to demonstrate compliance to Policy Measure 6.6 - Vulnerable or High-risk land uses of SPP 3.7.</i> <i>Given the proposed development has the potential to increase the threat of bushfire to people, property and infrastructure, it is considered that it should not be supported until such time that the bushfire risk and hazard reduction measures are established and understood. DFES recommends that this development application be deferred to allow the proponent to submit the required information in accordance with SPP 3.7 and the Guidelines."</i>	that lodgment is imminent. Notwithstanding the comments from DFES, given the circumstances imposing a condition to this affect is appropriate.

5.	DWER	The submitter provides the following general comment: <i>"I understand that you are seeking the department's advice on whether the waste material proposed to be accepted at the premises could be classified as organic. I have liaised with the department's Controlled Waste Branch and provide the following advice regarding the liquid wastes proposed to be accepted at the premises:</i> K110 Grease trap waste – likely to be organic waste K200 Food and beverage processing waste - likely to be organic waste K100 Animal effluent and residues - likely to be organic waste D300 Non-toxic salts - there can be both organic and non-organic salts L150 Industrial wash waters contaminated with a controlled waste – unknown if organic or nonorganic, it will depend on the contaminating controlled waste M130 Non-halogenated organic chemicals – likely to be organic waste C100 Base (alkaline) solutions or bases (alkalis) in solid form - there can be both organic and non-organic alkalis B100 Acidic solutions or acids in solid form – there can be both organic and non-organic acids <i>Some of the codes in the Controlled Waste category list (including some of the above) encompass a wide range of wastes and therefore could either be organic or non-organic waste. It is recommended that you seek further information from the applicant regarding the source and contents of the liquid waste proposed to be accepted.</i> <i>The department will undertake a risk-based assessment of the application to ensure that there is not an unacceptable risk of harm to public health or the environment. The CEO considers that development approval from the local government authority is a relevant consideration in determining a works approval so I would appreciate it if you would keep me informed on the progress of the application.</i>	Noted. This is a response to the Shire's request for clarification.

<i>The Department has identified that the referral has the potential for impact on water values and management. While the Department does not object to the proposal key issues and recommendations are provided below, and these matters should be addressed:</i> <i>Based on the information provided, the Department can advise that the information is consistent with a works approval application (Reference: W6634/2021/1) submitted to the Department in respect to the following categories as per Schedule 1 of the Environmental Protection Regulations 1987:</i>		
Category	Category description	Product or design capacity
67A	Compost manufacturing and soil blending: premises on which organic material (excluding silage) or waste is stored pending processing, mixing, drying or composting to produce commercial quantities of compost or blended soils.	124,000 tonnes or more per annum (tpa)
61	Liquid waste facility: premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.	20,000 tonnes or more per annum (tpa)
61A	Solid waste facility: premises (other than premises within category 67A) on which solid waste produced on other premises is stored, reprocessed, treated, or discharges onto land.	104,000 tonnes or more per annum (tpa)
<i>The granting of a works approval requires an assessment of the environmental risk posed by an activity. The works approval has been formally accepted by the Department and it is currently under assessment.</i>		

		<i>The issuing of development approval from the Shire is a relevant consideration for the CEO is determining a Works Approval and therefore I request that you notify the department once a decision is made on the development application.</i> <i>The application will also need to demonstrate compliance with the general provisions of the EP Act and all relevant regulations (attached).</i> <i>The applicant is therefore advised to refer to the information and Industry Regulation Guide to Licensing available at http://www.der.wa.gov.au/our-work/licences-and-works-approvals and / or if they have queries relating to works approvals and licences to contact DWER at info@dwer.wa.gov.au or 6364 7000."</i>	
6.	MRWA	The submitter provides the following general comment: <i>"The proposed works are not located within or adjacent to a road reserve under Main Roads jurisdiction. Main Roads has no objections subject to the following conditions being imposed by the Shire of Gingin and Main Roads (check with the Shire first):</i> <i>1. The applicant shall fund the design and construction of the Brand Highway and Aurisch Road intersection upgrade to Main Roads satisfaction prior to the building application being approved for the development.</i> <u><i>Justification for Condition</i></u> <i>Public safety and protection of the Primary Regional Road Reservation.</i> <i>2. The applicant is required to submit an Application form to undertake works within the road reserve prior to undertaking any works within the Brand Highway road reserve. Application forms and supporting information about the procedure can be found on the Main Roads website > Technical & Commercial > Working on Roads:</i> <i>If there is need for construction of the development prior to the upgrade of the intersection, a temporary management plan approved by Main Roads will be required, along with a Bond amount equal to the cost to upgrade the intersection. The upgrade</i>	Noted. Rather than the Shire impose an inflexible condition with a predetermined outcome, as suggested by MRWA, the officer has recommended a condition that provides flexibility for the proponent to liaise with MRWA in relation to access arrangements (or seek alternate access), yet still provides assurance to MRWA that the development will not commence until they are satisfied that the integrity of their asset is not undermined as a result of the development. If no mutual agreement is reached between the parties, the condition is unable to be cleared and development unable to proceed.

		to the intersection shall require design and construction to be completed to Main Roads satisfaction within 12 months. Main Roads also supports any further sealing of Aurisch Road required by the Shire of Gingin to improve safety with the mix of light and heavy vehicles, and ongoing maintenance requirement that the increased development traffic will generate. Should the Shire disagree with or resolve not to include as part of its conditional approval any of the above conditions or advice, Main Roads requests an opportunity to meet and discuss the application further, prior to a final determination being made. Main Roads advises that it offers a free of charge pre-lodgement consultation service. Main Roads encourages the Local Government in liaising with applicants to promote and capitalise on this free advisory service offered by the road authority prior to lodgement of strategic or statutory planning proposals, especially where development plans involve land adjacent to or have the potential to impact on the State road network. Further information on the pre-lodgement consultation process can be found on Main Roads website at mainroads.wa.gov.au > Technical & Commercial > Planning & Development."	
7.	DPIRD	The submitter provides the following general comment: "DPIRD expects this facility will continue its compliance with current industry standards and guidelines related to composting facilities, particularly for biosecurity and the environment. DPIRD offers the following comments about the Stable Fly Management Plan (Appendix 21): Section 4 states that "In house weekly Environmental surveys" will be conducted to detect the presence of Stable Fly. DPIRD requests that these surveys should be conducted twice per week due to the lifecycle of the insect. Section 5 begins with the sentence "Commercially derived untreated poultry manure may not be spread within 500m of a dwelling or commercial or government premises without the consent of the occupier." As untreated poultry manure will not be spread onto paddocks on this licenced composting facility. DPIRD	Noted. The Stable Fly management Plan will require revision and is captured as part of the requirement to lodge an operating strategy.

		suggests that Section 5 is redrafted to accurately reflect the operational activities of this facility.”	
8.	DOH	The submitter provides the following general comment: <i>“Public Health Impacts</i> <i>The proposed development is for the significant expansion of an existing authorised organic waste composting facility from 49,500tonnes per annum to 125,000tpa capacity. The site is located in a remote agricultural (arable) area 17km north of Gingin. The facility is to be extended to the south and north of the existing footprint (to 10ha) with the development of two additional paved composting pads, product storage pad and four leachate collection ponds. An aerial photo provided in the submission suggests that preparatory earthworks for the proposed extension are already underway.</i> <i>EPA (2005) guidance “Separation distances between industrial and sensitive land uses” recommends a buffer minimum distance of 1km for outdoor regularly-turned-windrow, composting facility for mixed food/vegetative wastes. The nearest sensitive receptor (a single dwelling) leased by the proponent to provide accommodation for site workers, is 1km to the northeast of the facility. It is understood however the “prescribed boundary” is significantly larger (18ha) extending to the east. DOH recommends that there should be no further encroachment of the composting facility to within 1km of the nearest sensitive dwelling.</i> <i>The current submission details an independent odour assessment who estimated that composting odour may be detectable up to 1300m from the boundary of the extended facility during operational periods. As such the residents in the company dwelling may be impacted by composting odour during operational periods at the facility.</i> <i>DOH recommends that measures are installed within this dwelling to minimise odour, dust and vermin intrusion into the building that may disturb residents. This may include sealed windows and door openings, effective fly-screens and appropriate ventilation.</i>	Noted. Remedial works suggested to the dwelling have been provided as an Advice Note.

		<i>Based on the remoteness of the facility (whilst noting likely odour issues at the company dwelling) CHU has no public health concerns or issues with this proposal.</i>	
9.	DBCA	The submitter provides the following general comment: <i>"The Department of Biodiversity Conservation and Attractions – Swan Region Office has no comments on the application."</i>	Noted.
10.	Ratepayer	The submitter provides the following general comment: <i>Looks like you might be dealing with a landfill not a composting facility, given the proposed introduction of new waste streams.</i>	Please refer to the Council Report which clarifies the land use classification.

SCHEDULE OF SUBMISSIONS AND RECOMMENDED RESPONSES

**DEVELOPMENT APPLICATION: ADDITION TO EXISTING NOXIOUS INDUSTRY (COMPOSTING FACILITY) ON LOT 12
(276) AURISCH ROAD, BOONANARRING**

No.	Submitter	Submission details	Recommended response
1.	DMIRS	The submitter provides the following general comment: <i>"We note that, the eastern portion of the subject lot is overlain by mining lease M70/1194, in the proposal it refers to mining operations in this area, and the proposal states that there has been consultation with the operator of the mining operations.</i> <i>The Department of Mines, Industry Regulation and Safety (DMIRS) has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.</i>	Noted.
2.	DPLH	The submitter provides the following general comment: <i>"The Department appreciates the opportunity to comment and advises that the proposal could be contemplated under State policy. No State significant matters have been identified and as such the Department has no additional advice to give."</i>	Noted.
3.	DBP	The submitter provides the following general comment: <i>"DBP as owners and operators of the Dampier to Bunbury Natural Gas Pipeline (DBNGP) have no objection to the proposed development as indicated on the plans supplied."</i>	Noted.
4.	DFES	The submitter provides the following general comment: <i>"The Department of Fire & Emergency Services (DFES) provide the following comments with respect to State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) and the Guidelines for Planning in Bushfire Prone Areas (Guidelines):-</i> <i>The proposed development application is located within an area that has been designated as a 'bushfire prone area' by</i>	The Applicant has engaged a Level 3 practitioner to undertake a BAL assessment and prepare a Bushfire Management Plan ('BMP') containing an assessment against the bushfire protection criteria contained within the Guidelines and demonstrating compliance.

		<i>the Fire and Emergency Services Commissioner pursuant to the Fire and Emergency Services Act 1998. In accordance with the requirements SPP 3.7, any development within a bushfire prone area is to be accompanied by:</i> 1) <i>(i) a BAL assessment. BAL assessments should be prepared by an accredited Level 1 BAL Assessor or a Bushfire Planning Practitioner unless otherwise exempted in the Guidelines; or</i> <i>(ii) a BAL Contour Map that has been prepared for an approved subdivision clearly showing the indicative acceptable BAL rating across the subject site, in accordance with the Guidelines. BAL Contour Maps should be prepared by an accredited Bushfire Planning Practitioner.</i> 2) <i>the identification of any bushfire hazard issues arising from the BAL Contour Map or the BAL assessment; and</i> 3) <i>an assessment against the bushfire protection criteria requirements contained within the Guidelines demonstrating compliance within the boundary of the development site. This information can be provided in the form of a Bushfire Management Plan or an amended Bushfire Management Plan where one has been previously endorsed.</i> • <i>The proposed land use will also need to demonstrate compliance to Policy Measure 6.6 - Vulnerable or High-risk land uses of SPP 3.7.</i> <i>Given the proposed development has the potential to increase the threat of bushfire to people, property and infrastructure, it is considered that it should not be supported until such time that the bushfire risk and hazard reduction measures are established and understood. DFES recommends that this development application be deferred to allow the proponent to submit the required information in accordance with SPP 3.7 and the Guidelines."</i>	At the time of writing, the BMP has not been finalised but it is imminent. However, indications are that compliance can be achieved and given the property currently operates as a composting facility, the following condition of approval (or similar) is considered appropriate: <i>"Prior to the approval of a building permit, a Bushfire Management Plan prepared by a suitably qualified bushfire practitioner shall be provided to demonstrate the proposed development's compliance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas and the associated Guidelines for Planning in Bushfire Prone Areas, and thereafter implemented by the Applicant, to the satisfaction of the Shire".</i>

5.	DWER	The submitter provides the following general comment: <i>"I understand that you are seeking the department's advice on whether the waste material proposed to be accepted at the premises could be classified as organic. I have liaised with the department's Controlled Waste Branch and provide the following advice regarding the liquid wastes proposed to be accepted at the premises:</i> K110 Grease trap waste – likely to be organic waste K200 Food and beverage processing waste - likely to be organic waste K100 Animal effluent and residues - likely to be organic waste D300 Non-toxic salts - there can be both organic and non-organic salts L150 Industrial wash waters contaminated with a controlled waste – unknown if organic or nonorganic, it will depend on the contaminating controlled waste M130 Non-halogenated organic chemicals – likely to be organic waste C100 Base (alkaline) solutions or bases (alkalis) in solid form - there can be both organic and non-organic alkalis B100 Acidic solutions or acids in solid form – there can be both organic and non-organic acids <i>Some of the codes in the Controlled Waste category list (including some of the above) encompass a wide range of wastes and therefore could either be organic or non-organic waste. It is recommended that you seek further information from the applicant regarding the source and contents of the liquid waste proposed to be accepted.</i> <i>The department will undertake a risk-based assessment of the application to ensure that there is not an unacceptable risk of harm to public health or the environment. The CEO considers that development approval from the local government authority is a relevant consideration in determining a works approval so I would appreciate it if you would keep me informed on the progress of the application.</i>	As previously communicated to the Shire, the Applicant is now proposing to split the proposal into two (2) phases: - Phase 1 (this application) will entail the receipt of only organic materials, including FOGO materials which have been principally decontaminated off-site. Specifically, Phase 1 no longer proposes to accept: - D300 Non-toxic salts; - L150 Industrial wash waters; - M130 Non-halogenated organic chemicals; - C100 Base (alkaline) solutions or bases (alkalis) in solid form; and - B100 Acidic solutions or acids in solid form. - Phase 2 would entail a Scheme Amendment to the Shire's Local Planning Scheme No. 9 to enable the consideration of the balance of the development which would include receipt of the inorganic components from the original application (as listed above).

<i>The Department has identified that the referral has the potential for impact on water values and management. While the Department does not object to the proposal key issues and recommendations are provided below, and these matters should be addressed:</i> <i>Based on the information provided, the Department can advise that the information is consistent with a works approval application (Reference: W6634/2021/1) submitted to the Department in respect to the following categories as per Schedule 1 of the Environmental Protection Regulations 1987:</i> <table> <tr> <th>Category</th><th>Category description</th><th>Product or design capacity</th></tr> <tr> <td>67A</td><td>Compost manufacturing and soil blending: premises on which organic material (excluding silage) or waste is stored pending processing, mixing, drying or composting to produce commercial quantities of compost or blended soils.</td><td>124,000 tonnes or more per annum (tpa)</td></tr> <tr> <td>61</td><td>Liquid waste facility: premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.</td><td>20,000 tonnes or more per annum (tpa)</td></tr> <tr> <td>61A</td><td>Solid waste facility: premises (other than premises within category 67A) on which solid waste produced on other premises is stored, reprocessed, treated, or discharges onto land.</td><td>104,000 tonnes or more per annum (tpa)</td></tr> </table> <i>The granting of a works approval requires an assessment of the environmental risk posed by an activity. The works approval has been formally accepted by the Department and it is currently under assessment.</i>			Category	Category description	Product or design capacity	67A	Compost manufacturing and soil blending: premises on which organic material (excluding silage) or waste is stored pending processing, mixing, drying or composting to produce commercial quantities of compost or blended soils.	124,000 tonnes or more per annum (tpa)	61	Liquid waste facility: premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.	20,000 tonnes or more per annum (tpa)	61A	Solid waste facility: premises (other than premises within category 67A) on which solid waste produced on other premises is stored, reprocessed, treated, or discharges onto land.	104,000 tonnes or more per annum (tpa)
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		<i>The issuing of development approval from the Shire is a relevant consideration for the CEO is determining a Works Approval and therefore I request that you notify the department once a decision is made on the development application.</i> <i>The application will also need to demonstrate compliance with the general provisions of the EP Act and all relevant regulations (attached).</i> <i>The applicant is therefore advised to refer to the information and Industry Regulation Guide to Licensing available at http://www.der.wa.gov.au/our-work/licences-and-works-approvals and / or if they have queries relating to works approvals and licences to contact DWER at info@dwer.wa.gov.au or 6364 7000."</i>	
6.	MRWA	The submitter provides the following general comment: <i>"The proposed works are not located within or adjacent to a road reserve under Main Roads jurisdiction. Main Roads has no objections subject to the following conditions being imposed by the Shire of Gingin and Main Roads (check with the Shire first):</i> <i>(1) The applicant shall fund the design and construction of the Brand Highway and Aurisch Road intersection upgrade to Main Roads satisfaction prior to the building application being approved for the development.</i> <i><u>Justification for Condition</u></i> <i>Public safety and protection of the Primary Regional Road Reservation.</i> <i>(2) The applicant is required to submit an Application form to undertake works within the road reserve prior to undertaking any works within the Brand Highway road reserve. Application forms and supporting information about the procedure can be found on the Main Roads website > Technical & Commercial > Working on Roads:</i> <i>If there is need for construction of the development prior to the upgrade of the intersection, a temporary management plan approved by Main Roads will be required, along with a Bond amount equal to the cost to upgrade the intersection. The upgrade</i>	In response to Main Road's recommended conditions relating to an upgrade of the Brand Highway and Aurisch Road intersection, the Applicant engaged Shawmac Pty Ltd to prepare a Transport Impact Assessment ('TIA'), a copy of which is attached. The findings of the TIA are that no upgrades are required to the intersection as a result of the proposal. In particular, the following is noted: • The estimated traffic generation can be accommodated within the predicted capacity of road network; • The additional traffic generated by the site is not considered likely to increase the likelihood of crashes to unacceptable levels; • Brand Highway and Aurisch Road has the appropriate RAV network for proposed operation at present; • There is sufficient sight distance at the Aurisch Road exit onto Brand Highway, however the vegetation along the south side of the

	<i>to the intersection shall require design and construction to be completed to Main Roads satisfaction within 12 months.</i> <i>Main Roads also supports any further sealing of Aurisch Road required by the Shire of Gingin to improve safety with the mix of light and heavy vehicles, and ongoing maintenance requirement that the increased development traffic will generate.</i> <i>Should the Shire disagree with or resolve not to include as part of its conditional approval any of the above conditions or advice, Main Roads requests an opportunity to meet and discuss the application further, prior to a final determination being made.</i> <i>Main Roads advises that it offers a free of charge pre-lodgement consultation service. Main Roads encourages the Local Government in liaising with applicants to promote and capitalise on this free advisory service offered by the road authority prior to lodgement of strategic or statutory planning proposals, especially where development plans involve land adjacent to or have the potential to impact on the State road network. Further information on the pre-lodgement consultation process can be found on Main Roads website at mainroads.wa.gov.au > Technical & Commercial > Planning & Development."</i>	intersection will need to be cleared / maintained to ensure unobstructed sightline; • Based on the predicted traffic volume, auxiliary lanes are not required at the access; • An acceleration lane is not considered warranted towards both directions of Brand Highway / Aurisch Road intersection; and • The Brand Highway / Aurisch Road intersection is currently adequate for non-lane-correct RAV 2-4 movements. In accordance with MRWA's RAV guidelines, this is acceptable given that appropriate sight distance is available in all directions. It is noted that Main Roads have requested further discussion in the event that the Shire resolve not to impose the recommended condition. In this regard, Shawmac provided a copy of the TIA to Main Roads on 2 May 2022 for their review/consideration. At the time of writing, no feedback has been received and as a consequence, the Applicant would be open to an alternative condition to enable negotiations with the Shire and Main Roads (as necessary) regarding access arrangements to be resolved and implemented prior to the commencement of the proposed operations. The Applicant is also in negotiations with the neighbouring property to the north (Lot 5550) to acquire a strip of land, and thereafter submitting a subdivision application, that would enable a private road to be created between Aurisch Road and Wannamal Road West as the primary

			access route, avoiding or lessening use of the Brand Highway and Aurisch Road intersection. The proposed condition above is worded in such a way to enable consideration of such alternative access arrangements.
7.	DPIRD	The submitter provides the following general comment: <i>“DPIRD expects this facility will continue its compliance with current industry standards and guidelines related to composting facilities, particularly for biosecurity and the environment.</i> <i>DPIRD offers the following comments about the Stable Fly Management Plan (Appendix 21):</i> <i>Section 4 states that “In house weekly Environmental surveys” will be conducted to detect the presence of Stable Fly. DPIRD requests that these surveys should be conducted twice per week due to the lifecycle of the insect.</i> <i>Section 5 begins with the sentence “Commercially derived untreated poultry manure may not be spread within 500m of a dwelling or commercial or government premises without the consent of the occupier.” As untreated poultry manure will not be spread onto paddocks on this licenced composting facility. DPIRD suggests that Section 5 is redrafted to accurately reflect the operational activities of this facility.”</i>	Noted, these comments can be addressed via conditions of approval.
8.	DOH	The submitter provides the following general comment: <i>“Public Health Impacts</i> <i>The proposed development is for the significant expansion of an existing authorised organic waste composting facility from 49,500tonnes per annum to 125,000tpa capacity. The site is located in a remote agricultural (arable) area 17km north of Gingin. The facility is to be extended to the south and north of the existing footprint (to 10ha) with the development of two additional paved composting pads, product storage pad and four leachate collection ponds. An aerial photo provided in the submission suggests that preparatory earthworks for the proposed extension are already underway.</i>	The recommended dwelling improvements are noted.

		<i>EPA (2005) guidance "Separation distances between industrial and sensitive land uses" recommends a buffer minimum distance of 1km for outdoor regularly-turned-windrow, composting facility for mixed food/vegetative wastes. The nearest sensitive receptor (a single dwelling) leased by the proponent to provide accommodation for site workers, is 1km to the northeast of the facility. It is understood however the "prescribed boundary" is significantly larger (18ha) extending to the east. DOH recommends that there should be no further encroachment of the composting facility to within 1km of the nearest sensitive dwelling.</i> <i>The current submission details an independent odour assessment who estimated that composting odour may be detectable up to 1300m from the boundary of the extended facility during operational periods. As such the residents in the company dwelling may be impacted by composting odour during operational periods at the facility.</i> <i>DOH recommends that measures are installed within this dwelling to minimise odour, dust and vermin intrusion into the building that may disturb residents. This may include sealed windows and door openings, effective fly-screens and appropriate ventilation.</i> <i>Based on the remoteness of the facility (whilst noting likely odour issues at the company dwelling) CHU has no public health concerns or issues with this proposal."</i>	
9.	DBCA	The submitter provides the following general comment: <i>"The Department of Biodiversity Conservation and Attractions – Swan Region Office has no comments on the application."</i>	Noted.

**13.6 APPLICATION FOR DEVELOPMENT APPROVAL - LOT 300, RESERVE 32037
HINCHCLIFFE ROAD, LANCELIN**

File	BLD/4223
Applicant	Lancelin District Community Association (LDCA)
Location	Lot 300, Reserve 32037 Hinchcliffe Road, Lancelin
Owner	Crown
Zoning	Local Reserve (Parks and Recreation)
WAPC No	NA
Author	James Bayliss – Coordinator Statutory Planning
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	Nil.
Appendices	1. Location Map - Lot 300, Reserve 32037 Hinchcliffe Road, Lancelin [13.6.1 - 1 page] 2. Aerial Map - Lot 300, Reserve 32037 Hinchcliffe Road, Lancelin [13.6.2 - 1 page] 3. Applicants Proposal - LDCA [13.6.3 - 5 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval lodged by the Lancelin District Community Association (LDCA) to construct a ‘beach shelter’ on Lot 300, Reserve 32037 Hinchcliffe Road, Lancelin.

BACKGROUND

The LDCA approached the Shire in May 2021 via a concept enquiry to install a beach shelter adjacent to a beach access track along the coastal foreshore of Reserve 32037. The Executive Management Team (EMT) considered and supported the project with \$10,000 being set aside in the 2021-22 budget as a contribution to the project.

A location plan and aerial imagery are provided as **Appendix 13.6.1** and **Appendix 13.6.2**.

The applicant’s proposal is provided as **Appendix 13.6.3**.

COMMENT

Stakeholder Consultation

No community consultation has been undertaken by the Planning Department.

PLANNING FRAMEWORK

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

The subject land is zoned 'Local Reserve' (Parks and Recreation) under LPS 9 and is managed by the Shire of Gingin.

The use and development of local reserves is controlled under Part 2 of the Scheme which states:

2.5 Use and Development of Local Reserves

2.5.1. A person must not -

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

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

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

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

LPS 9 does not prescribe any objectives for the 'Parks and Recreation' reserve, and therefore it is appropriate to consider the objectives prescribed to the reserve type in the model provisions (*Planning and Development (Local Planning Schemes) Regulations 2015*). The model provisions do not explicitly reference 'Parks and Recreation' as a reserve, but do outline the following respective objectives for 'Public Open Space' and 'Recreational':

- *To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.*
- *Public Purposes which specifically provide for a range of public recreational facilities.*

The development of a beach shelter for the benefit of beach and park users is viewed as being compatible with the abovementioned objectives.

Coastal Development

Clause 4.7.4 – Coastal Development of LPS 9 is applicable in this instance and states:

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

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

State Planning Policy No. 2.6 – State Coastal Planning Policy

A key objective of SPP 2.6 is to ensure that development considers coastal processes and coastal hazards and to manage retreat from vulnerable areas before assets are threatened. This is implemented by the preparation of a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) to provide a long-term view of the potential coastal processes (erosion and storm surge inundation) for affected areas and recommend measures to reduce risk.

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

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

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

Officer comment:

As noted above, the objective of the reserve is not listed in LPS 9, however under the interpretation of the model provisions the development provides a public recreational purpose and is therefore considered to be consistent with the objectives of the zone.

Shire of Gingin Coastal Hazard Risk Management and Adaption Plan 2019

Council adopted the CHRMAP at the Ordinary Meeting held on 16 April 2019. The CHRMAP identifies the site as being located within LA3 - Lancelin Township North, with a key outcome concluding:

- *The beach and coastal dunes/vegetation have high vulnerability ratings by 2070 and very high vulnerability ratings by 2110.*

The CHRMAP outlines various management responses and planning controls that may be applied to development on land identified as being affected by coastal processes in the planning timeframe. As per SPP 2.6 and various State guidelines, the long-term priority is to adopt a strategy hierarchy of:

- *Avoid;*
- *Managed Retreat;*
- *Accommodate; and, as a last resort*
- *Protect (to be funded under the beneficiary pays principle).*

The CHRMAP outlines that coastal foreshore reserves provide beach access, public space for recreation and importantly remain accessible to the public and do not become the exclusive domain of private landowners by virtue of erosion.

The planning framework recognises the complexity of the issues surrounding the adaptation to sea level rise and coastal erosion, and in some instances it may be appropriate to allow for the continued (temporary) use of hazard areas, whilst limiting liability risk to the Shire (and State Government).

Council will need to be conscious that, when coastal processes impact the proposed beach shelter, it will be the Shire of Gingin's responsibility (unless a separate legal agreement is entered into that suggests otherwise) to remove the development at that time. The projections suggest this may be between 2030-2050.

Permanent and easy public access to the beach and coastal foreshore reserves is a fundamental coastal planning objective. Providing infrastructure such as that proposed, in the context of being aware that it will require removal in the future, would in the officer's view not be inconsistent with the CHRMAP.

Summary

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

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

State Planning Policy 2.6 – State Coastal Planning Policy

Shire of Gingin Coastal Hazard Risk Management and Adaption Plan 2019

BUDGET IMPLICATIONS

The development was considered as part of the 2021-22 budget with \$10,000 being assigned to the project.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.1 Climate Change & Adaption - Understand the impacts of climate change and identify actions to adapt and mitigate those impacts

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Peczka

That Council grant Development Approval to the Lancelin District Community Association (LDCA) to construct a 'beach shelter' on Lot 300 (Reserve 32037) Hinchcliffe Road, 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.

ADVICE NOTES:

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

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

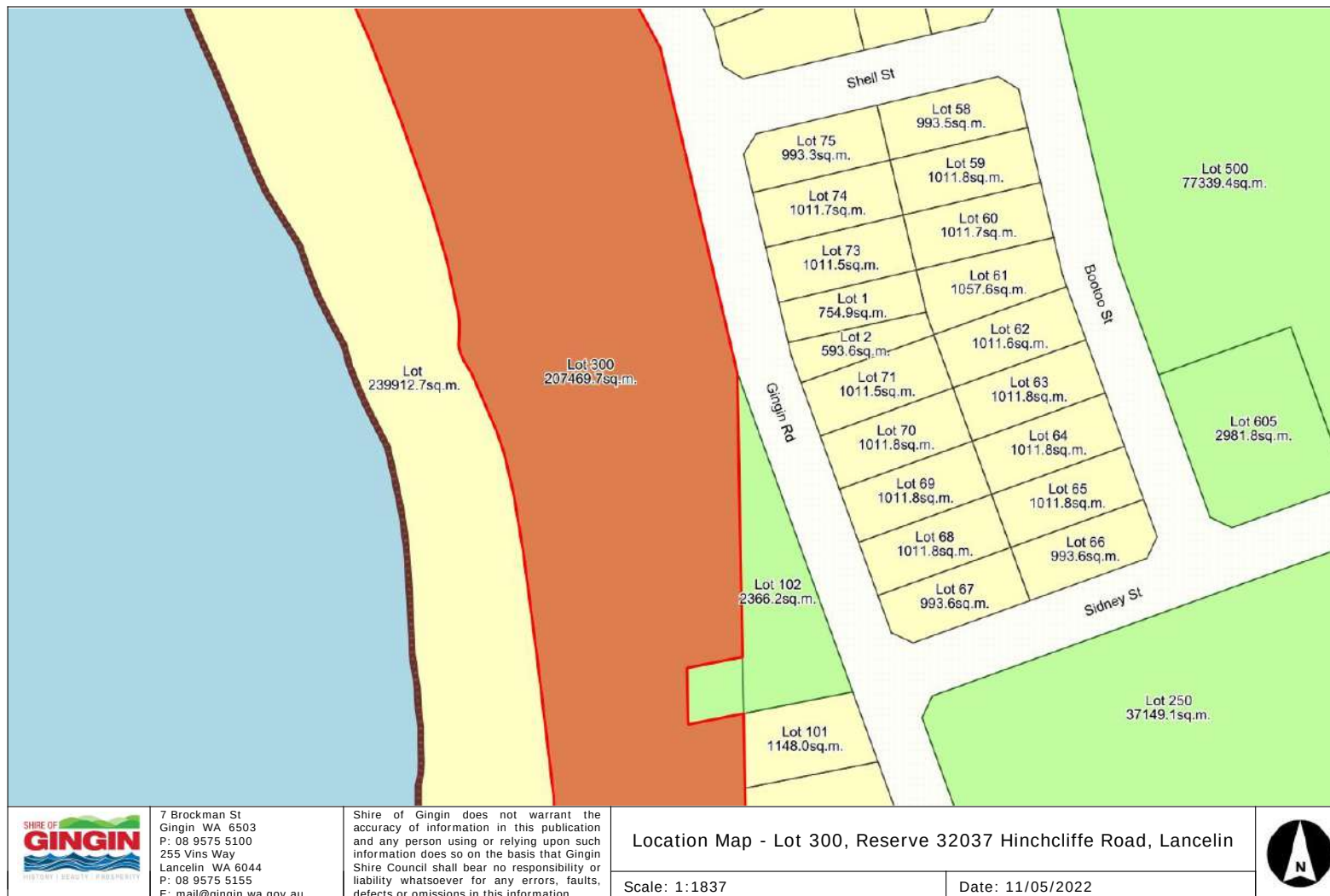
Note 3: Where an approval has so lapsed, no development must be carried out without further approval of the local government having first been sought and obtained.

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

**CARRIED UNANIMOUSLY
9 / 0**

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

AGAINST: *Nil*





Lancelin District Community Association (LDCA)

 Development Area: Beach Shelter on Lot 300, Reserve 32037 Hinchcliffe Road, Lancelin.





PROPOSAL#: 12241_LDCA-2

11 March 2022

Lancelin Outdoors

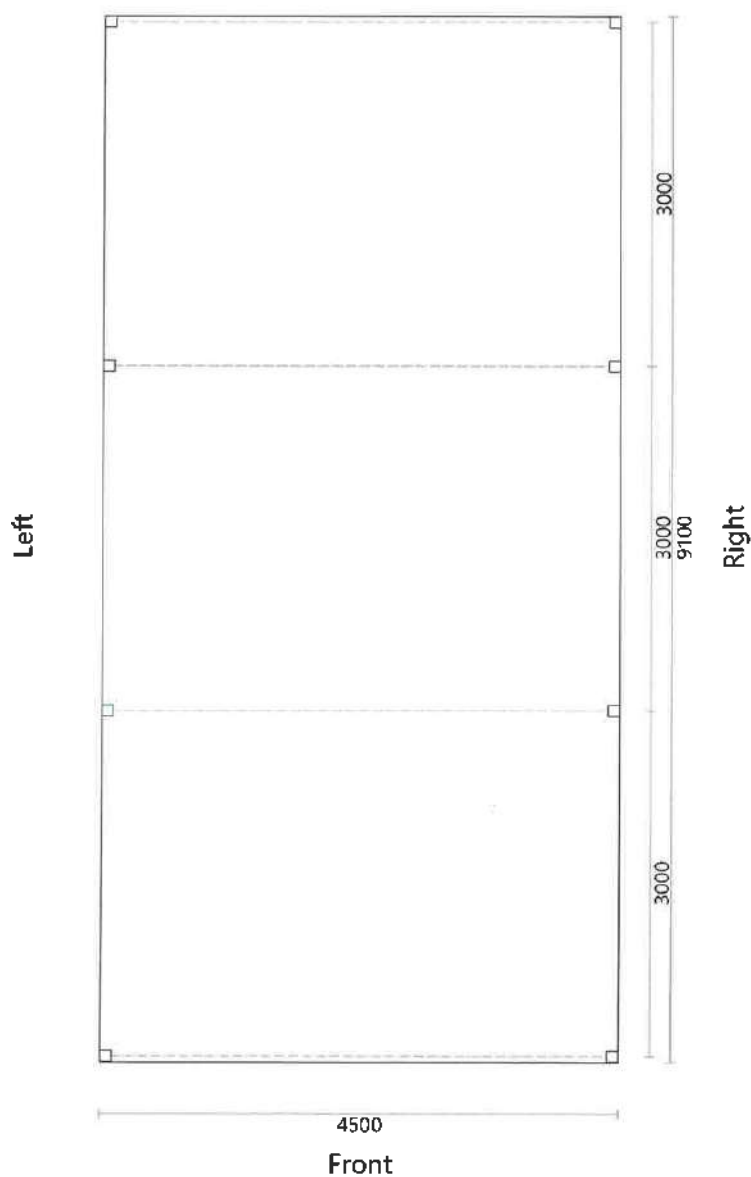
NAME
LDCA

SITE ADDRESS
42 GINGIN ROAD
LANCELIN WA 6044

CONTACT
0427448316
plmurphy@bigpond.net.au

Plan

Back





PROPOSAL#: 12241_LDCA-2

11 March 2022

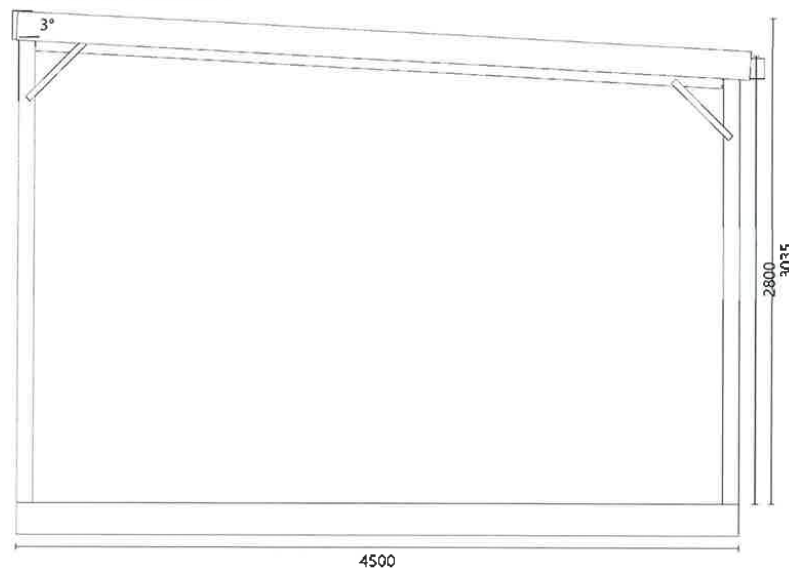
Lancelin Outdoors

NAME
LDCA

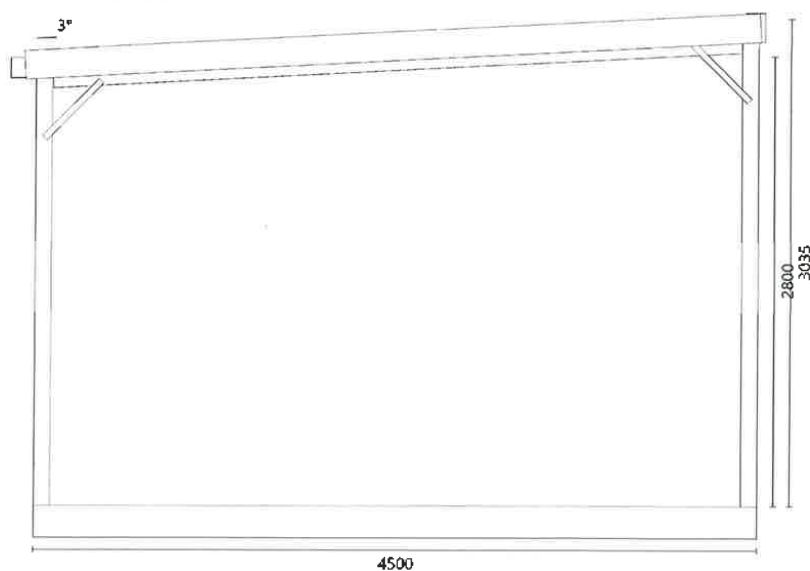
SITE ADDRESS
42 GINGIN ROAD
LANCELIN WA 6044

CONTACT
0427448315
plmurphy@bigpond.net.au

Front Elevation



Back Elevation





PROPOSAL#: 12241_LDCA-2

11 March 2022

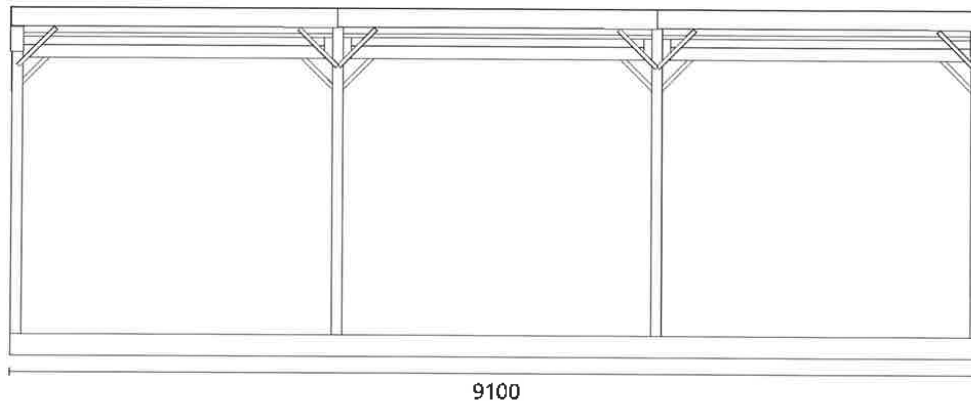
Lancelin Outdoors

NAME
LDCA

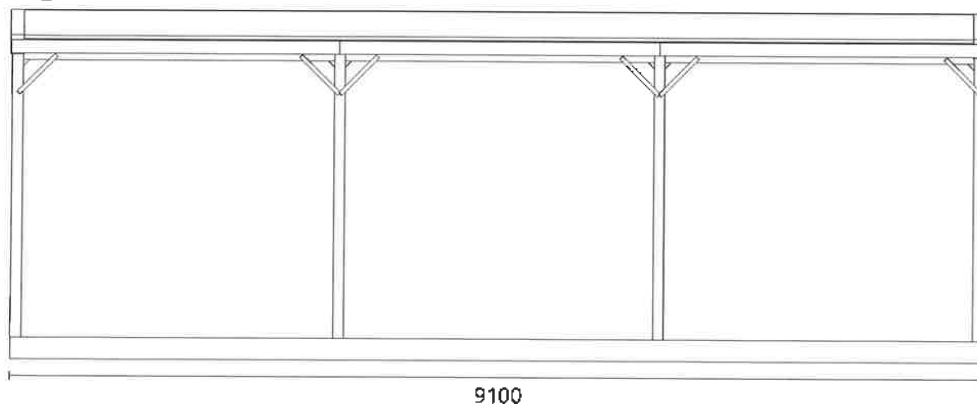
SITE ADDRESS
42 GINGIN ROAD
LANCELIN WA 6044

CONTACT
0427448316
plmurphy@bigpond.net.au

Left Elevation



Right Elevation





PROPOSAL#: 12241_LDCA-2

11 March 2022

Lancelin Outdoors

NAME
LDCA

SITE ADDRESS
42 GINGIN ROAD
LANCELIN WA 6044

CONTACT
0427448316
plmurphy@bigpond.net.au



13.7 TEMPORARY WITHDRAWAL OF CAVEAT - LOT 2 TELEPHONE ROAD, NEERGABBY

File	BLD/4690
Applicant	Corrs Chambers Westgarth as Agent of Craig Mostyn Farms Pty Ltd
Location	Lot 2 Telephone Road, Neergabby
Owner	Craig Mostyn Farms Pty Ltd
Zoning	General Rural
WAPC No	NA
Author	James Bayliss – Coordinator Statutory Planning
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	6 May 2008 - Item 11.3.3 19 April 2016 - Item 11.3.7
Appendices	1. Location Map - Lot 2 Telephone Road, Neergabby [13.7.1 - 1 page] 2. Aerial Map - Lot 2 Telephone Road, Neergabby [13.7.2 - 1 page]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider authorising the temporary withdrawal of Caveat K717796 lodged against the Certificate of Title to Lot 2 Telephone Road, Neergabby.

BACKGROUND

The Shire of Gingin holds an absolute caveat over the abovementioned property, being Caveat K717796. The caveat relates to a Deed of Agreement (DoA) dated 4 August 2008 between Western Savannah Piggeries Pty Ltd, Craig Mostyn Farms Pty Ltd and the Shire of Gingin.

The current proprietor, Craig Mostyn Farms Pty Ltd, intends to grant a new mortgage over the land in favour of National Australia Bank Limited or a security trustee. The mortgage is expected to be granted in mid-June.

The DoA relates to cessation and removal of a piggery operation that operated on the subject land, and outlines remedial works required as part of the development being decommissioned. As the obligations under the Deed are continuing, the Shire's Caveat will need to be replaced immediately following registration of the Mortgage.

This matter is being presented to Council as the officer does not have delegated authority to sanction the request and to fulfil obligations under 'Policy 2.33 – Execution of Documents'.

A location plan and aerial imagery are provided as **Appendix 13.7.1** and **Appendix 13.7.2** respectively.

COMMENT

Policy 2.33 – Execution of Documents

This policy establishes guidelines for the execution of documents and the application of the Shire of Gingin Common Seal, in accordance with s.9.49A of the *Local Government Act 1995*.

Section 9.49A of the *Local Government Act 1995* requires that, in order for a document to be executed by a local government, there must either be:

1. *A Council resolution to:*
 - a. *apply the Common Seal to that particular document; or*
 - b. *permit the application of the Seal to a range of documents which includes the document in question; or*
2. *A Council resolution authorising the Chief Executive Officer or another employee, or an agent of the Shire, to sign documents on behalf of the Shire.*

The withdrawal of caveat is classified as a category 1B document under the Policy, which means that although a specific Council resolution to affix the Seal is not required, a Council decision is still required sanctioning a particular course of action that results in the document requiring execution.

Summary

The officer suggests that Council authorise the temporary withdrawal of Caveat K717796 lodged against the Certificate of Title to Lot 2 Telephone Road, Neergabby.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 9 – Miscellaneous provisions

Division 3 – Documents

Section 9.49A – Execution of documents

POLICY IMPLICATIONS

Policy 2.33 – Execution of Documents

BUDGET IMPLICATIONS

As per Clause 11 of the DoA, and as confirmed by the applicant, all costs associated with the temporary withdrawal of the absolute caveat shall be payable by the current landowner, including the Shire's solicitors' (McLeod's Barristers and Solicitors) costs.

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 Vis

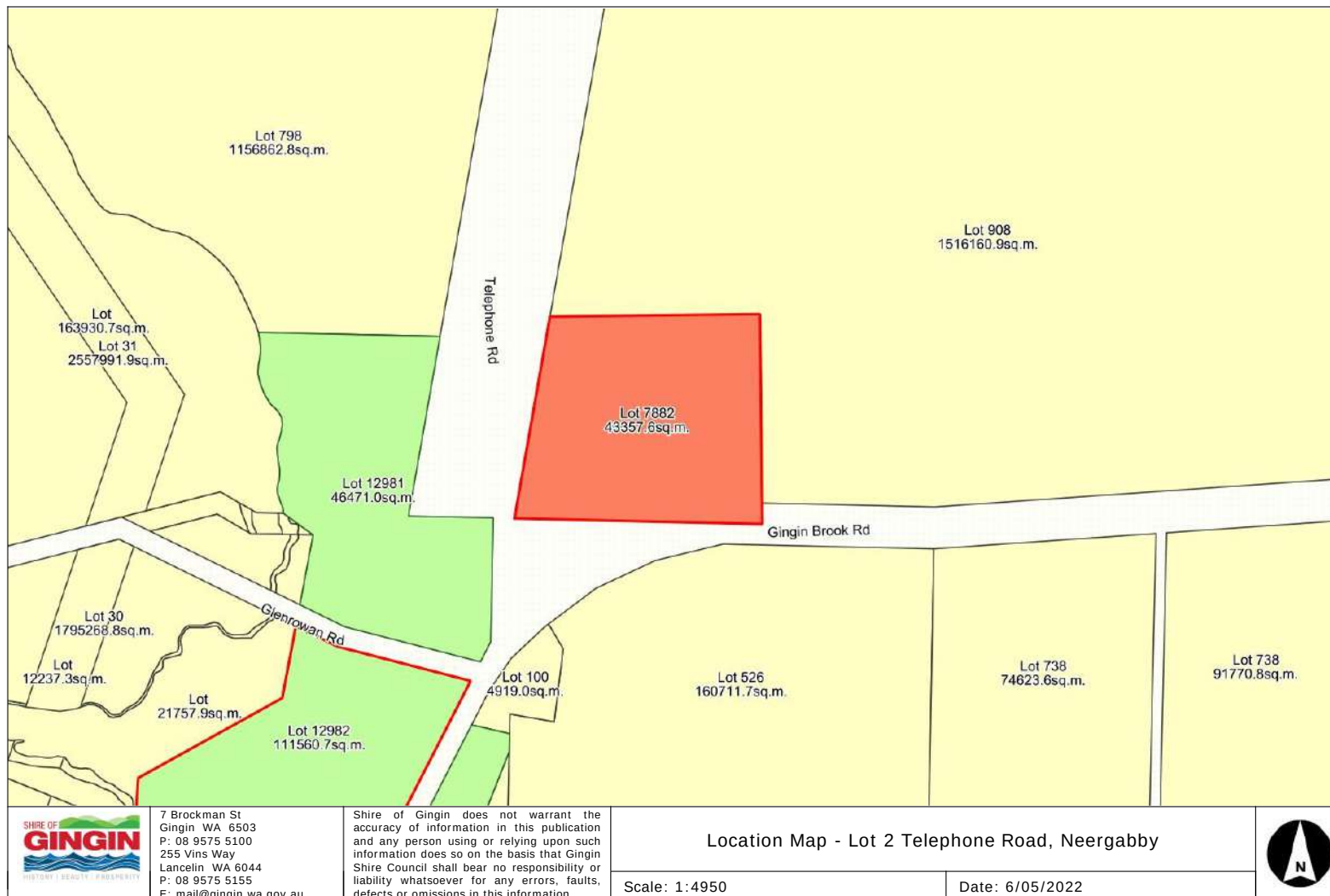
SECONDED: Councillor Johnson

That Council authorise the temporary withdrawal of Caveat K717796 lodged against the Certificate of Title for Lot 2 Telephone Road, Neergabby to allow for the registration of a mortgage.

**CARRIED UNANIMOUSLY
9 / 0**

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

AGAINST: *Nil*





**13.8 DEVELOPMENT APPLICATION - IMPROVEMENTS TO THE GUILDERTON GOLF CLUB
(HONOUR BOX GAZEBO AND DRIVING NETS) AT LOT 232 WEDGE STREET,
GUILDERTON**

File	BLD/3778
Applicant	Guilderton Country Club INC
Location	Lot 232, Reserve 27949, Wedge Street, Guilderton
Owner	Shire of Gingin via Management Order
Zoning	Local Reserve – Parks and Recreation
WAPC No	N/A
Author	Natasha Jurmann – Statutory Planner
Reporting Officer	Bob Kelly - Executive Manager Regulatory and Development Services
Refer	-
Appendices	1. Location Map - Lot 232 Wedge Street, Guilderton [13.8.1 - 1 page] 2. Aerial Map - Lot 232 Wedge Street, Guilderton [13.8.2 - 1 page] 3. Applicant's Proposal [13.8.3 - 5 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval lodged by the Guilderton Country Club Inc to construct a gazebo that also functions as an honour box and a driving net on Lot 232 (Reserve 27949) Wedge Street, Guilderton.

BACKGROUND

The area subject to this proposal is 579.1 square metres and contains an existing honour box, entry statement and vacant grassed land. The applicant has advised that it seeks to remove the existing honour box and replace it with a gazebo structure that is located outside the range of the reticulation system. The gazebo will function as an honour box (where patrons voluntarily pay green fees) while also comprising of an enclosed storage component for golf clubs and push buggies for hire.

The new gazebo is 2.5 metres in length and 1.5 metres in width with golf club signage affixed to the top of the structure. The proposed driving nets are 6 metres in length and 3 metres in width, constructed out of netting and pine posts. The overall concept includes a practice putting surface, however does not constitute development that requires planning approval.

A location plan and aerial imagery are provided as **Appendix 13.8.1** and **Appendix 13.8.2**.

The applicant's proposal is provided as **Appendix 13.8.3**.

COMMENT

Stakeholder Consultation

No community consultation has been undertaken by the Planning Department.

PLANNING FRAMEWORK

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

The subject land is zoned 'Local Reserve' (Parks and Recreation) under LPS 9 and is managed by the Shire of Gingin.

The use and development of local reserves is controlled under Part 2 of the Scheme, which states:

2.5 Use and Development of Local Reserves

2.5.1. A person must not -

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

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

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

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

LPS 9 does not prescribe any objectives for the 'Parks and Recreation' reserve, and therefore it is appropriate to consider the objectives prescribed to the reserve type in the model provisions (*Planning and Development (Local Planning Schemes) Regulations 2015*). The model provisions do not explicitly reference 'Parks and Recreation' as a reserve, however do outline the following respective objectives for 'Public Open Space' and 'Recreational':

- *To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.*

- *Public Purposes which specifically provide for a range of public recreational facilities.*

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

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

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

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

Officer comment

As noted above, the objective of the reserve is not listed in LPS 9, however under the interpretation of the model provisions the development provides a public recreational purpose and is therefore considered to be consistent with the objectives of the zone.

Summary

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

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	2. Connections & Wellbeing - Grow and Nurture Community Connectedness and Wellbeing
Strategic Objective	2.8 Services & Facilities - Provide cost effective services and facilities which meet the needs of the community

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Balcombe

That Council grant Development Approval to the Guilderton Country Club Inc to construct a Gazebo and Driving Net on Lot 232 (Reserve 27949) Wedge Street, Guilderton, 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; and
2. The approved gazebo and driving net is to be constructed using new materials, be of a consistent colour scheme and maintained in a good condition thereafter.

ADVICE NOTES:

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

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

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

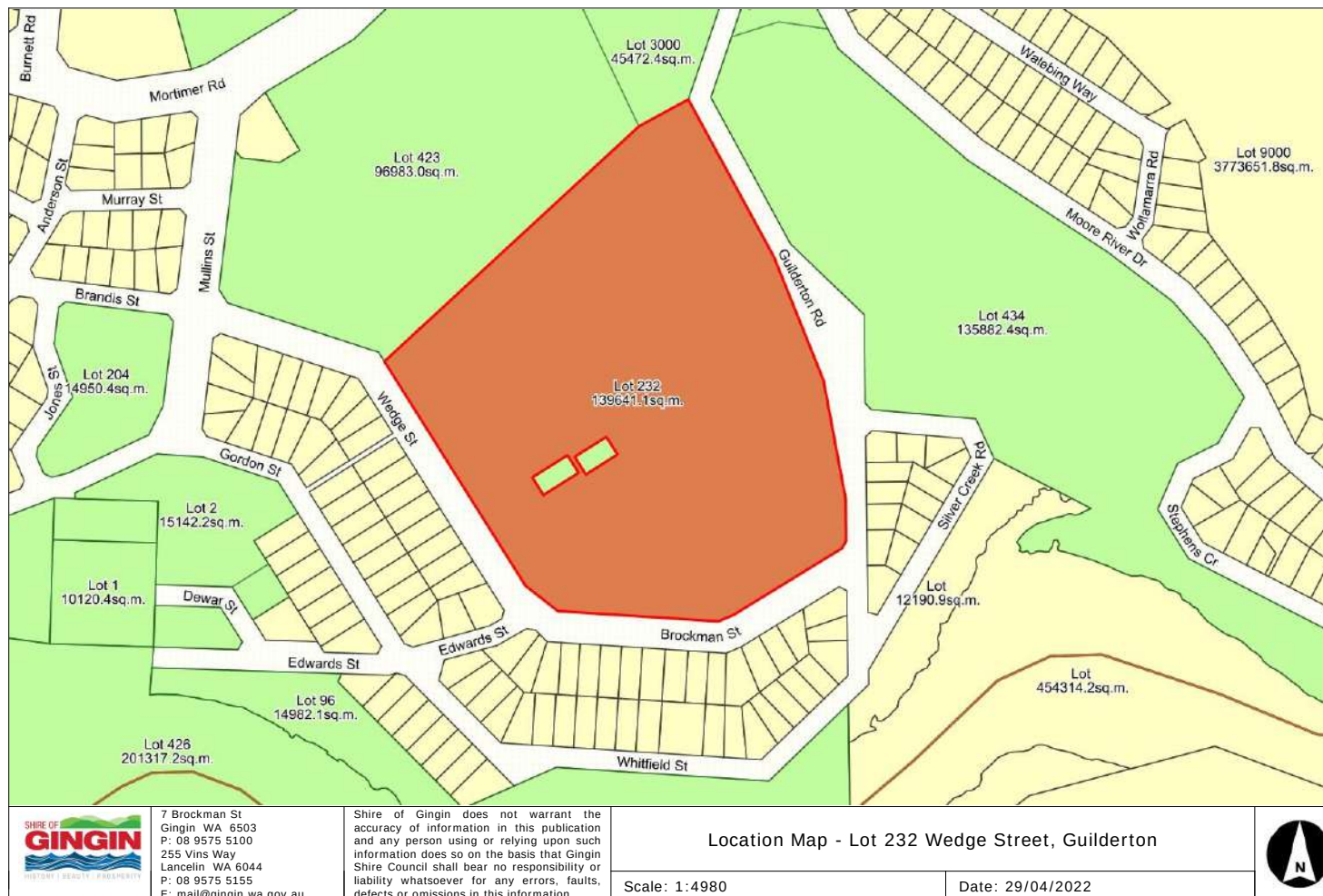
Note 4: Further to this approval, the applicant may be required to submit working drawings and specifications to comply with the requirements of the *Building Act 2011* which are to be approved by the Shire of Gingin.

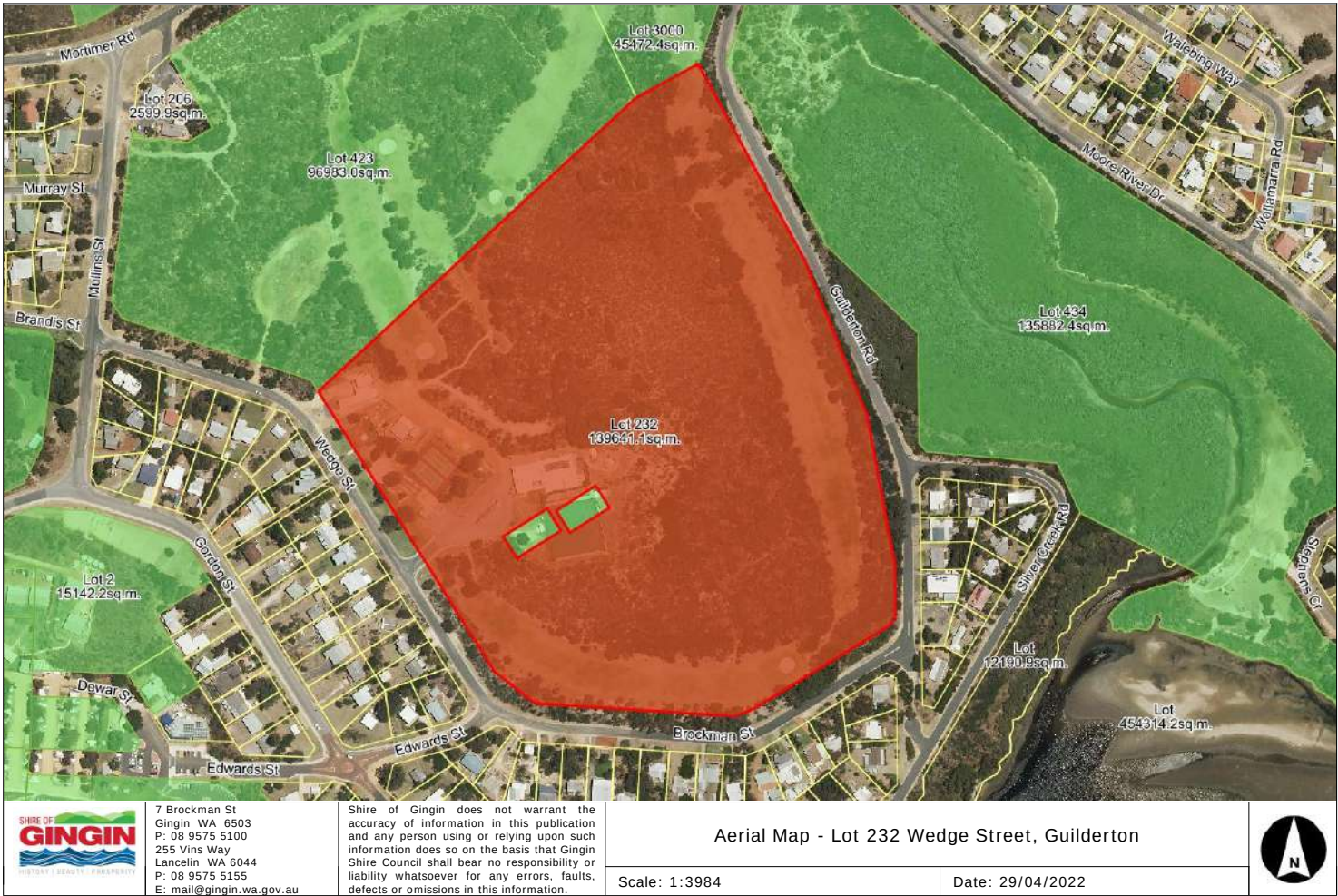
CARRIED UNANIMOUSLY

9 / 0

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

AGAINST: *Nil*





IPA227977



Guilderton Country Club (Inc)

Postal Address: PO Box 1005, Guilderton, WA 6041
Location: Wedge Street, Guilderton
Tel: 08 9577 1013 Email: guildertoncc@bigpond.com
Website: www.guildertoncc.wix.com/guildertoncc

Tuesday, April 19, 2022

Shire of Gingin
Planning Officer

Improvement of the Guilderton Golf Club Entrance Statement:

Concept: To remove the old honour box gazebo to a new position outside of the reticulation area, install a practice sand green and new practice nets.

Reasons:

1. General improvements to the Club facilities to coincide with the hosting of the Central West Coast men's golf championship and the ladies golf championship in 2022
2. Improving the visibility of the Number 1. Tee entrance area to the golf course for visitors.
3. Providing practice nets for golfers to loosen up prior to competition
4. Providing a practice putting green for visitors to familiarise themselves with sand green procedures
5. Replacing the existing honour box Gazebo. This has rusted through at the base due to it's position within the reticulation system. Proposed new location will be outside of the reticulation area and will include the storage of two sets of golf clubs and push buggies for visitor usage.

Significant Value:

The project will be of significant value to Golf Club and visiting golfers.
The new Honour box gazebo will encourage green fees to be paid and these support the financial costs of maintaining the golf course.
Today most golf courses offer a practice putting green and practice nets
Without this project, the existing gazebo will become a safety issue as the base continues to corrode and become unstable. Generally the Club and course will be less attractive to members, players and visitors

Funding:

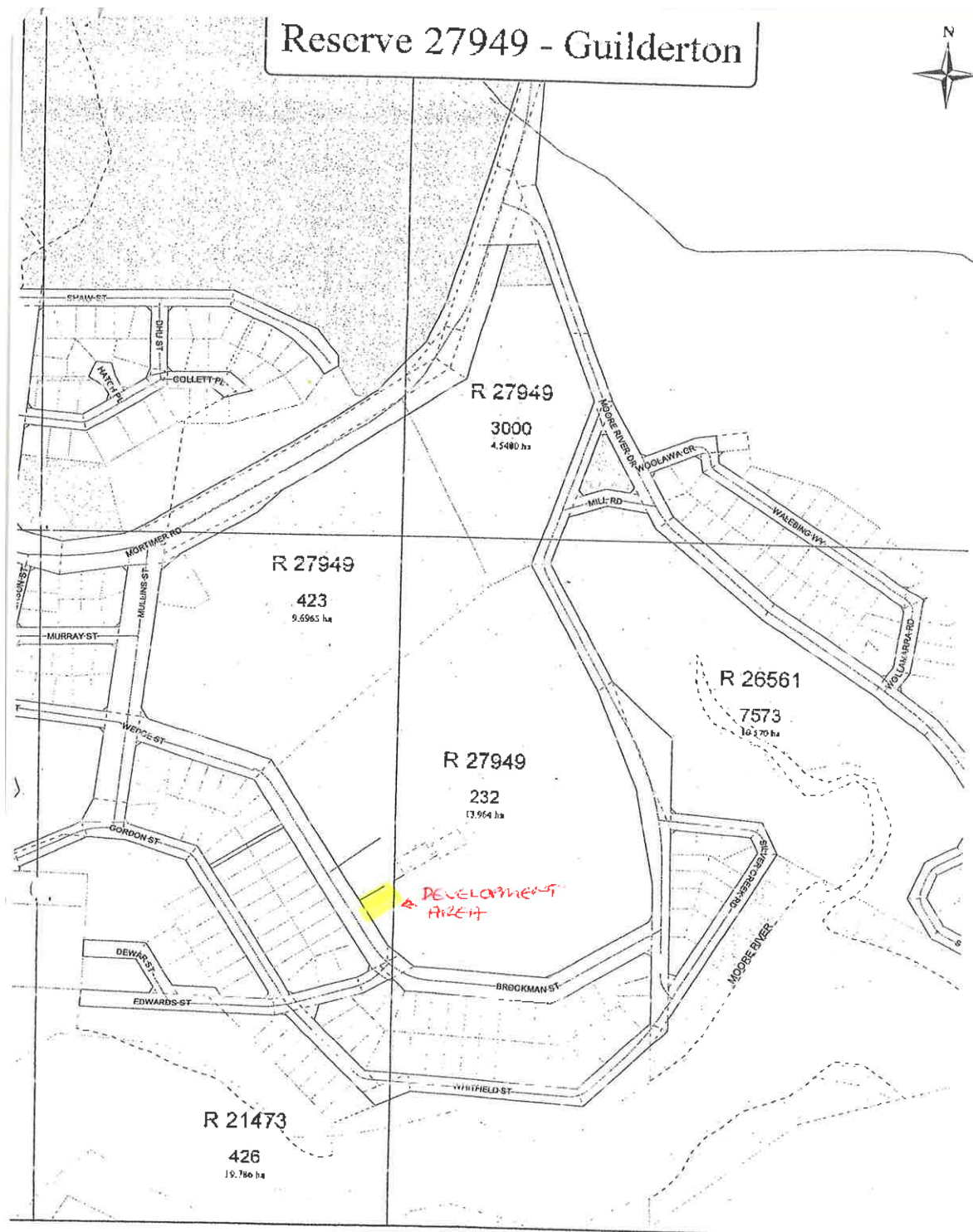
As is currently the case, all costs and maintenance are the responsibility of the Guilderton Golf Club Inc. This project has been agreed at their Committee meeting.

Please contact me on 0417 186 805 if any clarification is required.

Kind Regards

Bob Johnson, GCC Secretary

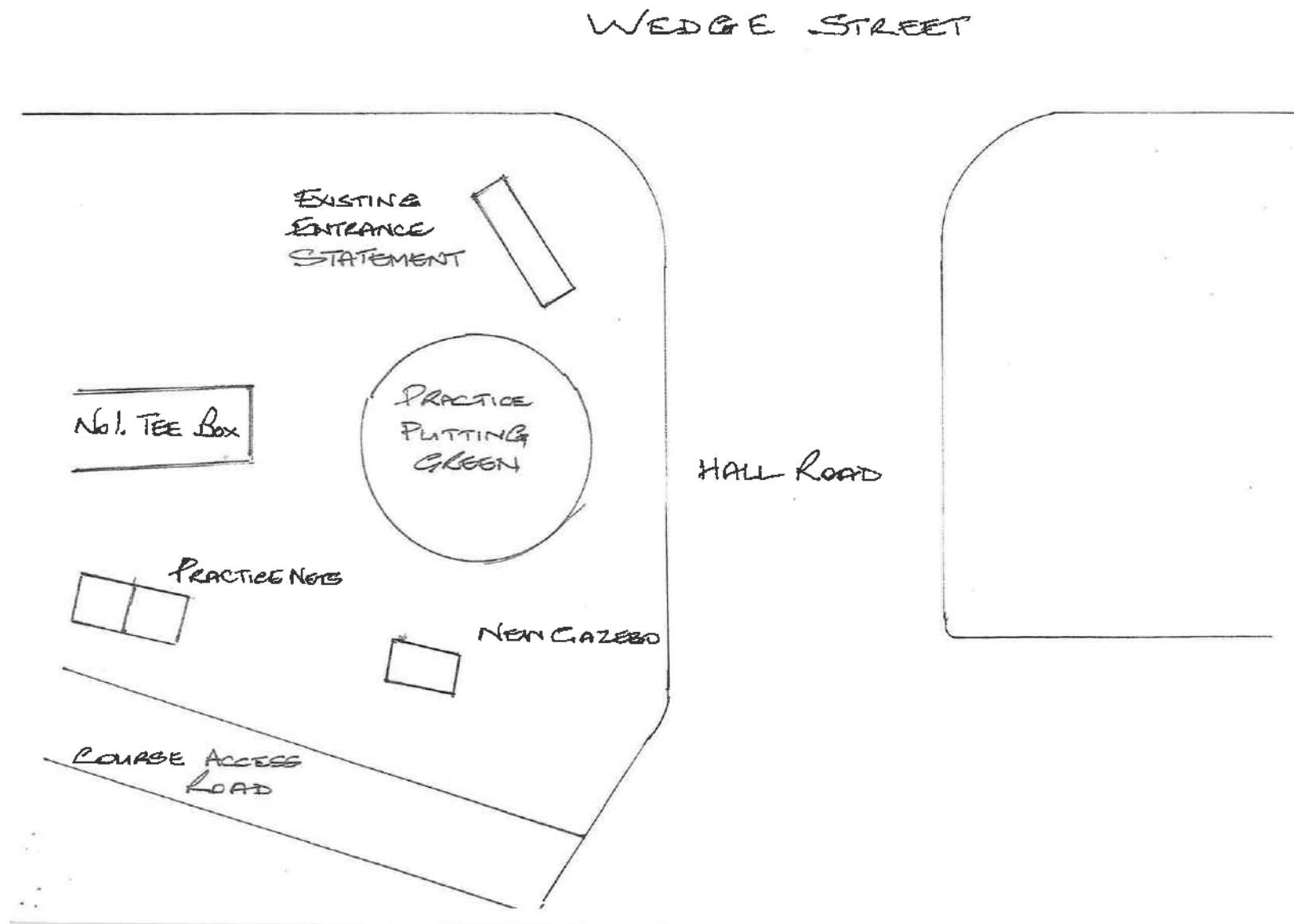


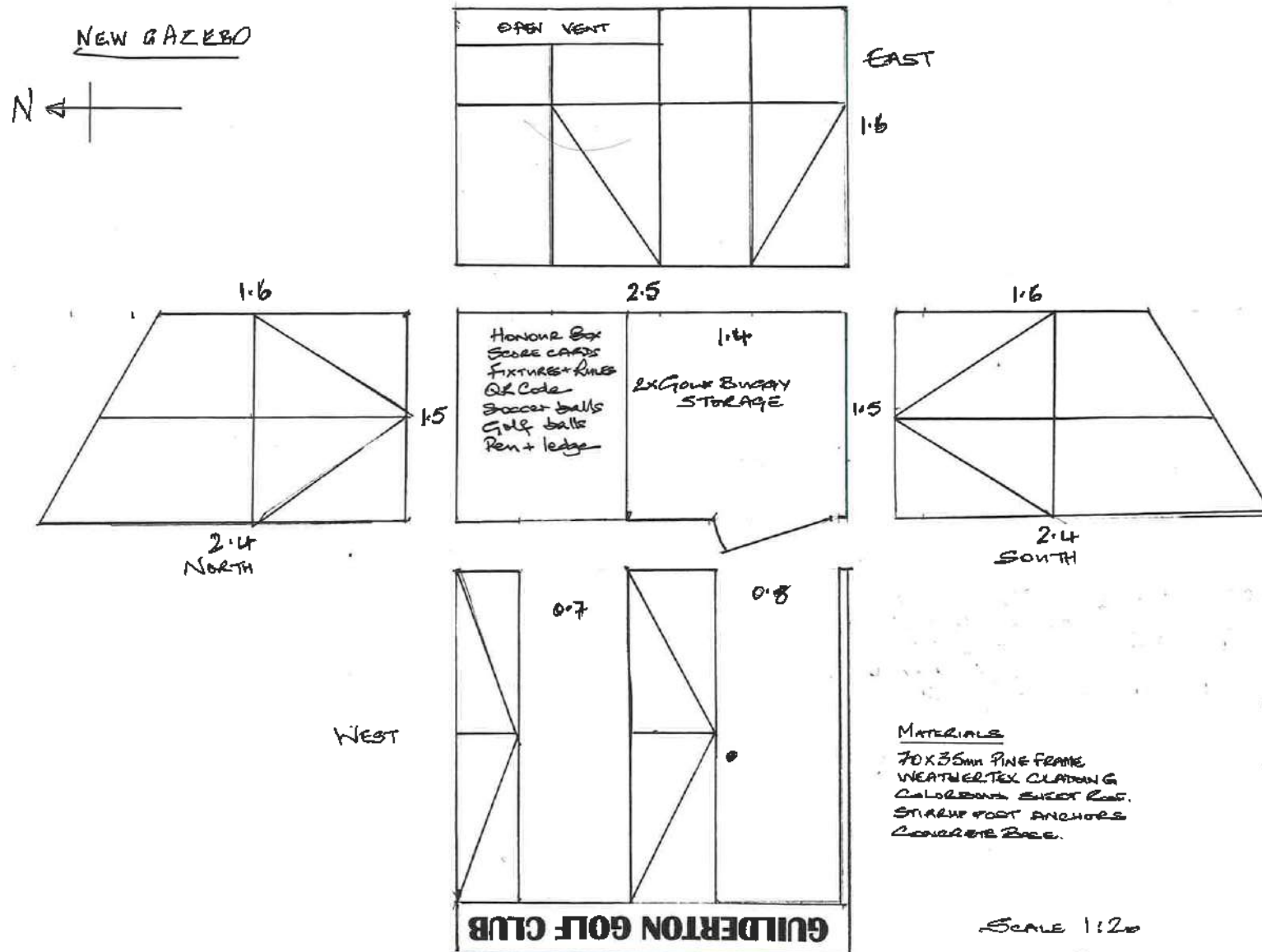


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Printed : 14:05 Mon 22/May/2006
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Golf Practice Net 3m times Two.

The netting will be supported off six CCA treated pine posts for long life in our coastal climate.

The primary features include:

- High Quality UV treated netting cage from Australia's leading netting importer
- Quality finishes throughout including roped net edges, rope borders and cyclet/velcro attachments

Netting and Impact Net

The soft knotless nylon construction is UV treated and designed to last.

All edges are finished with an overlapped & stitched rope border. This is an essential aspect of the design as the attachment points are the most crucial point when the cage is placed under varied environmental conditions. The netting comes professionally manufactured, with features including attachment eyelets and suspension velcro-ties.

The curtain/baffle net is attached to the pre-sewn rope edging approximately 30cm in from the rear of the cage, and is designed to hang reasonably loose to absorb the initial impact of the golf ball.

Overall dimensions are designed to suit two cages size 6000mm wide x 3000mm deep x 3000mm high.

The floor of the netted area will slope from back to front. This will ensure the golf balls return to the player. Artificial turf teeing off mats will be included in front of each practice bay.

14 REPORTS - OPERATIONS AND ASSETS

Nil

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

15.1 COUNCILLOR FRANK PECZKA - RE-ESTABLISHMENT OF THE UPPER COASTAL SPORTING FACILITIES WORKING GROUP

File	REC/13
Author	Frank Peczka - Councillor
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	16 October 2018 – Item 11.1.1 17 August 2021 – Item 11.1 19 October 2021 – Item 14.1
Appendices	Nil

DISCLOSURES OF INTEREST

Cr Peczka declared an impartiality interest as he is a member of the Lancelin Bowling Club and a member of the Lancelin Community Sporting Club.

PURPOSE

To consider a Motion from Cr Peczka relating to re-establishment of the Upper Coastal Sporting Facilities Working Group to undertake a review of the Upper Coastal Sporting Facilities Master Plan.

BACKGROUND

On 12 April 2021, Administration received the below email from Cr Peczka.

That Council:

- 1. endorse the re-appointment of the previously “disbanded” Upper Coastal Sporting Facilities Working Group*
- 2. endorse a review of the Sporting Facilities Master Plan priorities*
- 3. receives a Report on the outcomes of the review of the Sporting Facilities Master Plan priorities*

Background Brief:

Members of the Lancelin Bowling Club made contact with the President Cr Fewster some 4 to 5 weeks ago to further discuss the proposed synthetic bowling green project at the Lancelin Community and Sporting Complex.

Cr Peczka had followed up contact with the President and the President advised that the matter be presented to Council for further consideration to re-instate the previous Working Group and a review of the Master Plan priorities be undertaken.

For the purposes of progressing the request, the email has been accepted by the Chief Executive Officer as a Motion of Which Previous Notice has been Given as provided under clause 4.5 of Council's *Meeting Procedures Local Law 2014* (as amended).

Additional Background Information (Cr Peczka)

2016 - a Visionary Master Plan was developed for the Lancelin Sporting Complex which resulted in a \$60 million project, a major over estimation of project costs. At the same time the Gingin Recreation Centre Visionary Master Plan was developed which resulted in an estimated \$48m project, a major over estimation of project costs.

August 2018 - the Lancelin Community and Sporting Club (LCSC) continued to have discussions in regards to the required upgrades to facilities that were considered inadequate. Council representatives have had a number of discussions with the LCSC in relation to the above and there have been requests previously to form a Working Group.

At a meeting held at the Lancelin Sporting Club on 20 August 2018 this request was raised again in an attempt to progress the matter of the planning for the Sporting Complex and greater facilities. The frustration for the Committee and Sporting Groups is the lack of direction that has been provided to them in regard to the future progression and development of the facilities. As was advised at the time, many of the clubs are expanding, the facilities are ageing and in some instances failing, and clubs need direction as to what is proposed to be actioned into the future to rectify these major issues.

The proposal for a Working Group to be formed allows the ability for Council representatives and Lancelin Sporting Committee representatives to work together to progress the matter of planning for the Lancelin facilities.

Officer Background

At its meeting of 16 October 2018, Council established the Lancelin Sporting Facilities Working Group with the purpose of progressing the preparation of a Master Plan for the future development of the Lancelin Sporting Complex as a consolidated facility for the Shire's Upper Coastal region. This represented an expanded area considered by Council at its September 2018 meeting to include those communities beyond the Lancelin townsite.

The Working Group's functions were to:

- undertake a reassessment of previously prepared plans for the complex;
- prepare a scope of works for use by the Shire in engaging a consultant to formulate a new Master Plan; and
- liaise with the consultant during the Master Plan preparation process.

The Working Group consisted of:

- three Councillors;
- two members of the Lancelin Community Sporting Club Inc. Committee;
- two representatives of the Ledge Point community;
- one representative of the Ocean Farm community; and
- one representative of the Seaview Park community.

At its 16 April 2019 meeting, Council agreed to rename the working group as the Upper Coastal Sporting Facilities Working Group (UCSFWG) to more accurately reflect the objectives of the group, being to cater for the future recreation needs of communities in the Upper Coastal region.

In its 2019/20 Budget adopted on 19 July 2019, Council included a provision for the engagement of a consultant to develop a Master Plan. Following a Request for Quote and selection process completed by the UCSFWG, and budget amendment by Council at its meeting of 17 September 2019, GHD was appointed in October 2019 to undertake the Masterplan, together with the Ledge Point to Lancelin Road Cost Benefit Analysis.

The purpose of the Master Plan is to develop a strategic vision for sporting facilities in the Upper Coastal region which provides appropriate sporting and recreation facilities that are sustainable for both the Shire and community.

Underpinning this vision, the UCSFWG defined that the objectives of the Master Plan would be that it:

1. Is financially affordable and sustainable, including implementation operational and whole of life costs;
2. Capitalises on and supports maximising usage of pre-existing facilities;
3. Engages community and stakeholders to determine priorities and needs;
4. Responds to rationalised evidence-based needs versus wants/wish list;
5. Provides multi-purpose facilities that accommodate a range of sports and also connects clubs;
6. Are attractive, appealing, and modern facilities for all ages (communities and visitors);
7. Provides a vibrant (community) hub/s that engages both the sporting and nonsporting community;
8. Brings together – fair and equitable outcomes for all (supports connectivity between towns and communities);
9. Provides facilities that can grow with the community;

10. Identifies what is important about the Upper Coastal area, community, and sporting facilities and how its character and quality can be conserved, improved, and enhanced; and
11. Explores income opportunities in facilities design.

On completing its independent analysis of community needs and priorities in the context of the overall project objective, the draft Master Plan was submitted to Council at its 18 August 2020 meeting.

In summary, the draft Master Plan proposed the creation of an active sports space in Lancelin, with more passive sports located in Ledge Point. This strategy is based around the Shire's wish to create a more sustainable sporting community that maximises the existing amenity and takes into consideration future demands.

The draft Master Plan proposes football, basketball, hockey, netball, soccer, gym, and shooting located at Lancelin with golf, bowls and tennis located at Ledge Point. Two options were included within the draft, with the significant difference between the two being the location of the hockey/soccer pitch and the multi-courts at the Lancelin facility.

Option 1 proposed that the hockey/soccer surface be positioned where the current bowling greens are located, and 2 multi-courts developed where the existing multi-court is.

Option 2 proposed 4 multi-courts where the current bowling greens are located, and a hockey/soccer surface where the existing multi-court is.

In receiving the draft Master Plan on 18 August 2020, Council resolved:

That Council:

1. *Receive the Draft Upper Coastal Sporting Facilities Master Plan.*
2. *Authorise the Upper Coastal Sporting Facilities Working Group to consult with relevant clubs on any modification to the Master Plan.*
3. *Request that the Upper Coastal sporting groups (comprising the Lancelin and Ledge Point sporting clubs) consult together to determine the timing of any sporting facility changes in accordance with the Masterplan. These proposals are to then be referred to the Upper Coastal Sporting Facility Working Group for consideration prior to being submitted to Council.*
4. *Agree that the Shire cannot financially support the duplication of facilities within proximity to each other.*
5. *Agree that all sporting clubs can remain as part of the Upper Coastal Sporting Facilities as long as they are sustainable/viable.*

CARRIED UNANIMOUSLY

All member sporting groups of both the Lancelin Community and Sporting Club (LCSC) and the Ledge Point Country Club (LPCC) were advised in writing of Council's decision and requested to make their submissions on the draft Master Plan to their relative parent body. Equally, the LCSC and LPCC were advised and requested to consider their member club submissions for input to the UCSFWG. The UCSFWG members were also advised of Council's resolution, and in addition to outlining the Working Group's continuing role, were encouraged to facilitate club input in the context of Council's broader objective in supporting affordable and sustainable community facilities.

Following consultation with the member groups, the UCSFWG submitted two recommendations.

The first recommendation by the UCSFWG was that both Options 1 and 2 be removed from the draft Master Plan and the status quo be retained. The Chair's comment within the Report was that the community wants both golf and bowling facilities to remain in Ledge Point and Lancelin as reflected in submissions received from the Bowling and Golf Clubs from both towns and the Seaview Park Community Association.

The second recommendation was that future development of sporting facilities in Lancelin and Ledge Point be prioritised and implemented over 4 stages, to be broken into short (0-5 years), mid (5-7-10 years), and long (10+years) term implementation periods. The work would comprise a mix of upgrade works (ramps, lighting), additions (second netball court, extension to basketball court, fitness club) and relocation (Gun Club) of existing facilities, primarily all at the Lancelin site.

Council considered these recommendations at its meeting held 19 October 2021 and resolved as follows:

That Council:

- 1. Note the recommendations from the Upper Coastal Sporting Facilities Working Group relating to the draft Upper Coastal Sporting Facilities Master Plan.*
- 2. Adopt the Upper Coastal Sporting Facilities Master Plan as submitted.*
- 3. Reaffirm that all sporting clubs can remain as part of the Upper Coastal Sporting Facilities while they remain sustainable and financially viable.*
- 4. Reaffirm that the Shire cannot financially support the duplication of facilities located in proximity to each other.*
- 5. Endorse the priorities for future development of sporting facilities in Lancelin and Ledge Point as recommended by the UCSFWG.*

CARRIED
8 / 1

OFFICER COMMENT

The Terms of Reference of the UCSFWG when disbanded by Council at its 17 August 2021 meeting were to progress the preparation of a Master Plan through reassessment of previously prepared plans, prepare the scope of works for use to engage a consultant to prepare a Master Plan, and liaise with the consultant during the Master Plan preparation process. With the Master Plan completed and adopted, these functions are no longer appropriate or relevant. Should Council wish to re-establish the UCSFWG, a new Terms of Reference will need to be developed to clearly guide the outcomes sought from the working group by Council.

It should also be noted that while that Cr Peczka's intent is to review the Master Plan priorities, the Master Plan as adopted provides no scope for inclusion of upgrades to duplicated facilities as they are not included within the Master Plan. It is therefore difficult to see how a review of the priorities approved by Council will achieve the outcome sought by the Bowling Club.

STATUTORY/LOCAL LAW IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy 3.17 – Asset Management

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	2. Connections & Wellbeing - Grow and Nurture Community Connectedness and Wellbeing
Strategic Objective	2.8 Services & Facilities - Provide cost effective services and facilities which meet the needs of the community

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCILLOR RECOMMENDATION

Councillor Rule foreshadowed an Alternative Motion to request preparation of a draft Terms of Reference without agreement to reform the Working Group in the event the motion under debate is lost.

MOVED: Councillor Peczka

SECONDED: Councillor Johnson

That Council:

1. Agree to re-form the Upper Coastal Sporting Facilities Working Group for the purpose of undertaking a review of the Upper Coastal Sporting Facilities Master Plan adopted by Council at its meeting on 19 October 2021; and
2. Request that the CEO draft a revised Terms of Reference for the Working Group for consideration at the next Ordinary Council Meeting on 21 June 2022, at which time Council representation on the Working Group will be appointed.

PROCEDURAL MOTION

MOVED: Councillor Balcombe

SECONDED: Councillor Vis

That the item be deferred for consideration at the Ordinary Meeting to be held on 21 June 2022.

**CARRIED
8 / 1**

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

AGAINST: *Councillor Peczka*

16 COUNCILLORS' OFFICIAL REPORTS

16.1 ANZAC DAY – GINGIN PUBLIC SERVICE

File:	GOV/33
Councillor:	Councillor Balcombe
Report Date:	17 May 2022

I attended the ANZAC Day ceremony in Gingin on 25 April 2022. There was excellent attendance with the theme this year being 'Animals in War'. I wish to acknowledge the outstanding efforts of the Gingin Pensioners Group and all other volunteers. The bagpipe-led march through town was very moving.

16.2 GINGIN COMMUNITY RESOURCE CENTRE (CRC) MANAGEMENT COMMITTEE MEETING

File:	GOV/33
Councillor:	Councillor Balcombe
Report Date:	17 May 2022

I attended the Gingin CRC Management Committee Meeting held on 26 April 2022. They were preparing for the British Car Day and ensuring they had enough volunteers as COVID-19 had affected this and their trainee completing her Certificate in Business. They were still attempting to find the right candidate for the trainee position as they did not have many applicants. They also discussed that there was some confusion on who mows the back lawn at the CRC as historically, the Shire had done this. They were looking in to this.

16.3 MOORE DISTRICTS TOURISM SUNDOWNER

File:	GOV/33
Councillor:	Councillor Balcombe
Report Date:	17 May 2022

I attended the Moore Districts Tourism Sundowner at the Gingin Community Resource Centre on 28 April 2022. I had the opportunity to speak to some local tourism businesses and got their perspective on what needs to change to accommodate their businesses and interesting discussions were held.

17 NEW BUSINESS OF AN URGENT NATURE

Nil

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

Nil

19 CLOSURE

There being no further business, the Shire President declared the meeting closed at 2:24 pm.

The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 21 June 2022, commencing at 3pm.