



MINUTES

Ordinary Council Meeting

18 February 2025

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 18 February 2025.



**Councillor L Balcombe
SHIRE PRESIDENT**

Date of Confirmation: 18 March 2025

DISCLAIMER

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

ACKNOWLEDGEMENT OF COUNTRY



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

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ORDER OF BUSINESS

1 DECLARATION OF OPENING

The President declared the meeting open at 3:15 pm and welcomed all in attendance.

2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – L Balcombe (President), R Kestel (Deputy President), F Johnson, E Sorensen, L Stewart, A Vis, J Weeks and N Woods

Staff – S Wildgoose (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), J Bayliss (Executive Manager Regulatory and Development Services), R March (Executive Manager Operations and Assets), L Burt (Coordinator Governance), Montana Reynolds (Regulatory Services Support Officer)(from 3:15pm to 4:15pm), Alarna Richards (Coordinator Financial Planning and Reporting)(from 3:51pm to 3:53pm) , Karina Leonhardt (Manager Corporate Services) (from 3:51pm to 3:53pm), and T Rush-Harvey (Governance Support Officer/Minute Officer)

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

2.2 APOLOGIES

Cr F Peczka

2.3 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

Cr Robert Kestel

Item: 14.6 Application for Development Approval - Proposed Sign on Lot 163 (7) Brockman Street, Gingin (Reserve 2581)

Interest: Impartiality

Reason: Deputy Chair of Project Gingin which is the applicant.

4 PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

Questions Received in Writing Prior to the Meeting

4.2.1 Norm Skoglund - Lancelin Lancelin North Egress Road

- Q1. What, if any, discussions have been held with the Wheatbelt Development Commission and if held what were the outcomes?*
- Q2. What discussions, if any, have been held with relevant Ministers?*
- Q3. Who were the relevant Ministers?*
- Q4. What was the outcome of these discussions?*
- Q5. Have any grants been applied for regarding design and engineering?*

Response from the CEO

I will treat all these questions together given the response will generally apply across all areas.

In response to the 2024 Electors Meeting motion “5.2.8 Construction of Northern Access Road to Lancelin Townsite”, Council resolved on 20 February 2024 to commence discussions with relevant Ministers with respect to the development of a northern access road from the Lancelin townsite to Indian Ocean Drive, to provide a second evacuation route for residents of the town in the event of a bushfire emergency.

The current administration cannot find any evidence of Ministerial level discussions on this matter over the last 12 months.

It is worth noting that during this period the Shire has been undertaking recruitment for a new CEO and Executive Manager Operations and Assets, both of which have been onboard for less than 6 months. Given both Federal and State Governments are now in caretaker periods, we are unlikely to see any traction on discussions of this manner for the next 6months.

Council will discuss the strategic approach to the upgrading of the road network and advocacy matters with the Executive over the coming months and will ensure a report is prepared on the Northern Egress Road once further details are known.

**4.2.2 Julie Skoglund - Lancelin
Ledge Point Marina**

- Q1. On what basis did the Councillors determine that the Shire would peruse a marina in Ledge Point in preference to the other coastal towns, in particular Lancelin?*
- Q2. Could Councillors please provide a Minuted resolution where the Shire considered and/or debated the report by M P Rogers and Associates dated April 2015 Reference 5128. Furthermore, a Minuted resolution where council agreed to pursue a marina instead of a boat launching facility in the Shire.*
- Q3. If there is no such record, on what basis have Councillors resolved to pursue the option to develop a marina in Ledge Point.*

Response by the CEO (Q1-Q3)

Council discussed the report referenced in this question informally in February 2015 and then applied through the Recreational Boating Facilities Scheme for a grant to undertake further studies in relation to boat launching in Ledge Point and Lancelin.

Council Report 11.1.1 – Ocean Boat Launching Facility Preliminary Design Report from July 2016 discusses the 2015 report referenced in the question and deliberates further between Ledge Point and Lancelin. With the resolution of the meeting being:

1. Receive the findings on the Report to date on the Boat Launching Planning Study by MP Rogers; and
2. Request the Minister of Transport to provide assistance to further guide Council in making a determination as to the location of the proposed boat launching facility in the Upper Coastal sector within the Shire of Gingin.

Subsequent to this the Shire President and CEO met with the Minister for Transport in November 2016, and a report went to Council on 15 November 2016 with a resulting resolution that:

1. Note the letter of support for the location of an Ocean Boat Launching Facility in Ledge Point received from the Minister for Transport, the Hon. Bill Marmion;
2. Endorse Ledge Point as the preferred location for an Ocean Boat Launching Facility and agree to proceed with the preparation of detailed design and tender specifications on that basis;

3. Agree to undertake preliminary design work and costings for the development of Old Ledge Point Road between Lancelin and Ledge Point in the event that construction of the Ocean Boat Launching Facility Ledge Point eventuates;
4. Agree to commission a concept design for a boat ramp to be locating within Lancelin Bay in the vicinity of the Department of Transport's existing fuel jetty; and
5. Agree to amend its Budget for the 2016/17 Financial Year by \$23,481.50 to accommodate the Lancelin Bay design.

Essentially given any reasonably sized boat launching facility would require the support of other agencies and funding, the Shire was guided by the studies but also the strong support from the Minister for Transport for Ledge Point as their preferred location.

In June 2017, after consultation with Council, the further investigation of a boat launching facility in Lancelin was ceased after the MP Rogers concept design suggested a number of concerns to do with wave height and correspondence from the Department of Transport clearly stating that they would not support a boat ramp in Lancelin Bay due to a number of factors such as seagrass and sand build up, wave height, and interactions with the service jetty.

From this point the Shire has focussed its energy on advocating for State investment/prioritisation of a boat launching facility in Ledge Point.

Q4. Why is the Shire pursuing a marina in Ledge Point given the obvious disadvantages and also considering the costs and maintenance of boat ramps in general, on these grounds, why is a mariner in Ledge Point the preference?

- 1. \$8.2 million greater capital costs (2015 \$s)?*
- 2. Up to \$7.0 million (2015 \$s) additional maintenance costs for Ledge Point over 25 years?*
- 3. The total lack of facilities in Ledge Point, be it hotels, shops, population, infrastructure, an existing jetty and refuelling option, post office, police station, no foreshore parking, to name a few?*

Response by the CEO

The Shire has always advocated for a boat launching facility in the Upper Coastal sector within the Shire of Gingin, given its potential commercial, liveability, and community benefits. The result of numerous studies showed Ledge Point to be the most accommodating ocean environment for boat launching. Given all options required significant investment, the Shire has aligned itself to the option that best fits with the State Government's preferences.

- Q5. How much of Ratepayers' funds have and are in future being diverted to the Ledge Point Marina – noting that the Strategic Plan has the word “internal” when referencing the source of funds?*

Response by the CEO

At this stage only officer time is being allocated towards advocacy with Ministers and the Department of Transport. No further design works are planned, and the concept won't progress unless funding is available.

- Q6. Why was there no Community workshop or consultation in Lancelin? You will note from the below preference matrix that Lancelin Residents were not consulted, nor opinion sought.*

Response by the CEO

The 2015 MP Rogers report undertook three community workshops in one day, 11 October 2024. The report notes that representatives from Lancelin attended the Ledge Point session. The consultants chose the locations for the workshops.

It is worth noting that this was an initial consultation report to highlight areas for further consideration and study. The quantitative feedback from the workshops suggested Seabird as a preferred location but once qualitative feedback on the risks, constraints, and benefits were considered, Ledge Point and Lancelin were designated the preferred locations for further study.

- Q7. Will the Shire, which means ratepayers, be liable for any infrastructure costs such as re locating Fisheries, Sea Search & Rescue and other associated departments when these services are already located in Lancelin?*

Response by the CEO

The Shire does not envisage the Department of Transport relocating its current service jetty or other commercial or State operations being relocated, however should this occur it seems highly unlikely that the Shire would have any liability in the matter.

- Q8. Does it not make sense to consolidate the tourist and recreational options where the greatest ability exists to service those needs?*

Response by the CEO

Over the next 20-50 years, as the Lancelin South Development advances, and the Ledge Point to Lancelin Road is upgraded the growth of both areas will become somewhat intertwined. As such, servicing the needs of communities and tourists will no doubt grow and advance with the facilities available.

If a marina becomes a reality, it is likely to be a major boost for the whole of the Shire not just Ledge Point.

However, the Shire is cognisant that this is not a short-term project, and the State government is currently focussed on the Ocean Reef Marina.

**4.2.3 Ed Hartman – Neergabby
Control of Amazon Frogbit within the Shire**

Q1. Can the Shire update the land owners that received letters regarding Amazon frogbit infestation, as there has been no further communication from the Shire on how, what, if or when?

Response by the Executive Manager Operations and Assets

Yes we can, the original letter sought expressions of interest with regards to allowing us access to do some works while we were doing the grant milestone investigation. I can give more of an update following your further questions.

Q2. Has the Shire considered using it's team to spray the major outbreak areas and issue to the landowners affected, sufficient chemical to spray their relevant area of the brook as a mopping up/control process?

Response by the Executive Manager Operations and Assets

There is only 1 product that can be used. We were too late to spray the product as it needs to be sprayed in summer and we missed that window. However, we did manage to get funding into installing booms and spraying the material. We have put the booms in, they are upstream and downstream of your property. That keeps the Amazon Frogbit in that area, and we've also got a contractor that will be spraying later down the line. We have a resident who has offered to use his property to pull out the weed and get rid of it in accordance with best practice. We are waiting on a Bed and Banks Permit which will allow us to get the weed out of the brook. It will then be put on a tarp to dry off, which kills the weed, before being disposed of properly.

Questions Asked at the Meeting

**4.2.4 Kerry Butler - Gingin
Protection of the Environment within and surrounding the Moore River**

Q1. Who and where is the Shire responsible for the damage to the River?

Response by the President

The question is taken on notice.

5 PUBLIC STATEMENT TIME

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

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

As part of ongoing local government reform measures, the State has previously flagged that model meeting procedures will be drafted which every local government in Western Australia will be required to adopt. There is currently no indication as to what the model procedures will require, and therefore there is no benefit to be gained by undertaking a formal amendment of the Shire's Meeting Procedures Local Law to include Public Statement Time as part of the Order of Business. In the interim, Council will continue to agree to include Public Statement Time at each council meeting.

OFFICER RECOMMENDATION

MOVED: Councillor Vis SECONDED: Councillor Johnson

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

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

5.1.1 Kate Lane - Neergabby

Item 12.8 Motion from Annual Electors' Meeting – Engagement of Stable Fly Inspector on Full Time Basis

Ms Lane made a statement regarding the severity of the 2024/25 summer stable fly season and encouraged the Shire to consider employing its Stable Fly Inspector on a full time basis.

6 PETITIONS

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Sorensen

That Council confirm the Minutes of the Ordinary Council Meeting held on 21 January 2025 as a true and accurate record.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

The President advised that, prior to the commencement of the meeting, Council had received 5 deputations as follows:

Speaker: Janelle Kelly

Topic: Support of Item 14.4 Application for Development Approval Amendment – Use not Lised – Short Stay (Camping Facility) – Lot 31 (100) Dooling Road, Neergabby

PROCEDURAL MOTION/COUNCIL RESOLUTION

MOVED: Councillor Johnson **SECONDED:** Councillor Stewart

That Council defer consideration of item 14.4 Application for Development Approval Amendment – Use Not Listed – Short Stay (Camping Facility) – Lot 31 (100) Dooling Road, Neergabby to the Ordinary Council Meeting on 18 March 2025.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Reason for motion

The deputation presented brought to light new information which will need more time to be fully considered.

Speaker: Craig Thompson
Topic: Support of Item 14.3 Application for Retrospective Development Approval for Ancillary Accommodation.
NOT staff/workers accommodation

Speaker: Murray Casselton
Marcus LeMessurier
Topic: Opposition to Item 14.2 - Application for development approval - proposed siteworks (fill) on lots 4, 900, 901 and 902 Gingin Road Lancelin

Speaker: Kristina Yan
Sam Williams
Topic: Support of Item 14.1 Application for Development Approval – Proposed Use Not Listed (Meteorological Mast) on Lot 3 Bennies Road, Karakin

Speaker: Nadine Krivkov (Hoffman)
Sophia Moermond MLC
Topic: Opposition to Item 14.1 Application for Development Approval – Proposed Use Not Listed (Meteorological Mast) on Lot 3 Bennies Road, Karakin

10 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

11 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12 REPORTS - OFFICE OF THE CEO

12.1 MOTION FROM ANNUAL ELECTORS' MEETING - ALTERNATIVE VENUES FOR COUNCIL MEETINGS

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider potentially holding one or more Council meetings during the year at locations outside of Council Chambers.

BACKGROUND

At the Annual General Meeting of Electors held on 21 January 2025 the following motion was carried:

That Council consider holding one or more Council meetings on the western side of the Shire.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

Over the period 2016-2018 Council did trial holding one meeting each year at the Lancelin Angling and Aquatic Club, with the last being the Ordinary Council Meeting on 20 March 2018. Public attendance at each of the meetings was 46, 9 and 8 respectively.

Following the March 2018 meeting Council informally discussed the cost effectiveness of holding Council meetings at an external venue. At its meeting on 20 November 2018 Council resolved to conduct all of the Ordinary Council Meetings for the ensuing 12 months in Council Chambers and that practice has continued.

At the time, the external venue that was being used for Council meetings presented continuing issues in terms of audio quality and the ability to satisfactorily screen presentations. Although the recording of meetings was not a requirement at that point, it became necessary to engage a professional sound engineer in order to amplify discussions to a standard that enabled everyone attending the meeting to hear what was being said. In addition there were costs associated with hire of the venue and the fact that staff were basically away from the office for a full day.

The recording of Council meetings is now a requirement under the *Local Government Act 1995* (the Act) and recordings must be *sufficient to allow persons effectively to listen to the deliberations and communications that are part of the meeting's processes*. This requirement applies regardless of where the meeting is held.

Whilst the Shire's current recording system is portable, the likely quality of the recording in different venues is unknown. If a meeting is held in an alternative venue and the quality of the recording does not meet legislative requirements then the Shire would be in contravention of Regulation 14(2)(c) of the *Local Government (Administration) Regulations 1996*.

For the reasons listed above, it is recommended that Council consider conducting the Ordinary Council Meeting scheduled for 19 August 2025 at an external venue as a trial. The date has been selected as it falls between the annual budget adoption processes which usually take place in June/July and this year's local government elections which will take place on 18 October 2025. The August Council meeting will take place very close to the opening of the nomination period for local government elections and will therefore present a good opportunity for potential candidates to attend and observe Council proceedings should they wish to do so.

No recommendation has been made in terms of a venue, as it will be necessary for Administration to determine matters such as suitability (in terms of size and acoustics) and availability. The external meeting will be publicly advertised closer to the date, and details of the venue will be included in the public information.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 Administration

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

s.5.23A Electronic broadcasting and video or audio recording of council meetings

s.5.33 Decisions made at electors' meetings

Local Government (Administration) Regulations 1996

Part 2A Electronic Broadcasting and video or audio recording of council meetings (Act s.5.23A)

Reg. 14I Local governments to make recordings of council meetings

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

If Council resolves to conduct meetings in alternative venues on an ongoing basis, then there is likely to be a cost associated with this in terms of venue hire and potentially additional audio equipment to ensure an adequate recording is made. No enquiries have been made in this regard at this point in time, so there is currently no indication of what this cost may be.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

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

That Council agree, as a trial, to conduct one Council meeting in an external location on 19 August 2025 in order to determine whether the cost, logistics and ability to achieve the required audio recording quality are acceptable.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

12.2 MOTION FROM ANNUAL ELECTORS' MEETING - UPGRADING OF LANCELIN ROAD

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to the upgrading of Lancelin Road.

BACKGROUND

At the Annual General Meeting of Electors held on 21 January 2025, the following motion was carried:

That Council consider the design and construction of a safer and better quality road from Indian Ocean Drive to Lancelin.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

In-depth consideration of this matter will require a significant amount of information such as traffic counts, engineering design and drawings, costings and potential availability of grant funding.

It is suggested that the necessary investigations be undertaken by Administration with a view to considering the road upgrade as part of the 2025/26 budget discussions.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 Administration

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

s.5.33 Decisions made at electors' meetings

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Unknown at this time.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson

SECONDED: Councillor Woods

That Council agree that the CEO will investigate the potential upgrading of Lancelin Road for consideration during the budget preparation process for 2025/2026.

CARRIED UNANIMOUSLY

8 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

12.3 MOTION FROM ANNUAL ELECTORS' MEETING - RELEASE OF AGENDAS FOR ORDINARY COUNCIL MEETINGS

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to the earlier release of agendas prior to Council meetings.

BACKGROUND

At the Annual Meeting of Electors held on 21 January 2025 the following motion was carried:

That agendas are provided 14 days prior to Ordinary Council meetings allowing members of the public to attend and to contact Councillors about any matters that concern them. Many ratepayers have jobs and need to agree to leave in advance (to attend meetings during the day) and Councillors themselves should have time to assimilate what is on the agenda.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

Section 5.5(1) of the *Local Government Act 1995* requires the CEO to convene an OCM by giving each council member at least 72 hours (3 days) notice of the date, time and place of the meeting, and an agenda for the meeting.

In the case of Special Council Meetings, s.5.5(2) simply requires the CEO to give each council member notice of the date, time, place and purpose of the meeting before it takes place.

Regulation 14(1) of the *Local Government (Administration) Regulations 1996* requires that agendas and other information that is to be made available to Councillors for a meeting must be made available to the public at the same time. This requirement does not apply to information that relates to a matter or matters on the agenda for which the meeting is to be closed.

Historically the Shire of Gingin has provided agendas for OCMs to Councillors and the public on the Friday before Council meeting day. At its Briefing Session on 17 September 2024 Council discussed the timing of agenda release prior to Council meetings. The general consensus at the close of discussion was that going forward agendas would be released on Wednesday instead of Friday, thus providing an additional 2 days for Councillors and the public to make themselves familiar with the information provided. The amended release date provides a total of 5 days (not including the release day and the meeting day itself) for reading of the agenda.

This change in scheduling has had corresponding flow-on effects on administrative processes in terms of report finalisation and preparation of the agenda document itself, with the result that the cut-off for inclusion of matters on the agenda is now also earlier in the month.

In late 2024 the Shire's Governance team conducted a survey of 42 local governments including all within the Perth Metropolitan Area and regional local governments within an area extending down to the Shire of Augusta-Margaret River, asking for information on timeframes surrounding their Council meeting agenda preparation and release processes.

The length of time between release of the agenda and the meeting taking place varies widely between local governments and can be anything from 5 days to 19 days, with the most common being 5 days (7 local governments) and 6 days (8 local governments). The next most common timeframes are 7 days and 14 days (both 4 local governments).

Where longer periods are applicable, it is usually because the local government holds an Agenda Briefing Session, which is open to the public, during the week prior to the Council meeting. The Agenda Briefing Sessions are not decision-making forums and are held for the purpose of providing Councillors with an opportunity to ask questions in relation to the items on the agenda, or to request that further information be included in the officer's report. The final agenda is then produced for the Council meeting itself. It should be noted that where Agenda Briefing Sessions are held, the Council meeting itself is restricted to debate and voting on the items – there is no opportunity for Councillors to ask further questions at the meeting.

The Shire of Gingin does not currently hold Agenda Briefing Sessions – our Briefing Sessions are intended for discussion of strategic matters and for Councillors to be provided with information on various issues. There is no discussion of items listed on the agenda for the next Council meeting.

Whilst Council certainly has the option of releasing Council meeting agendas further ahead of meetings, it must be recognised that any action of this nature has a corresponding effect on the closing date for submission of agenda items. The change of 2 days made in 2024 has meant that the monthly financial report that previously was presented at each OCM for the preceding month generally cannot be completed in time to meet the revised agenda close date and must be presented to the next meeting, which is 2 months after the reporting period. Earlier agenda closure also potentially impacts the submission of planning and other matters to Council for consideration.

It should be noted that if a Councillor believes that further time is needed to fully consider all of the information in relation to a particular matter listed on the agenda, then they have the option of moving a procedural motion for that specific matter to be referred to a future Council meeting. If the motion is supported by a majority of Councillors then no further consideration is given to that matter at the meeting and it will be brought back to Council at the meeting specified in the motion.

STATUTORY/LOCAL LAW IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Kestel

That Council endorse the continuation of the current status quo of agendas being released to Council and the public with 5 full days preparation time.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

12.4 MOTION FROM ANNUAL ELECTORS' MEETING - OPENING OF COUNCIL BRIEFING SESSIONS TO PUBLIC

File	COR/31
Author	Scott Wildgoose - CEO
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to opening Council Briefing Sessions to the public.

BACKGROUND

At the Annual Meeting of Electors held on 21 January 2025 the following motion was carried:

That Council Briefing Sessions are open to the public and only closed if confidential items are to be discussed, as per Ordinary Council Meetings.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

This matter has previously been the subject of questions asked during Public Question Time (see Minutes for the Ordinary Council Meetings (OCMs) on 16 April 2024 and 21 May 2024).

Section 5.23(1) of the *Local Government Act 1995* (the Act) requires that all council meetings must be open to the public, unless the meeting (or a part of the meeting) deals with a matter that is specified in the Act as something for which the meeting can be closed to the public. The same requirement applies to formal committees that are formed by Council under s.5.8 of the Act.

Briefing Sessions (otherwise known as Council Forums or Concept Forums) are not council meetings or committee meetings as defined by the Act. They are not decision-making forums and are held to provide Councillors with an opportunity to informally discuss matters of a strategic nature and to be provided with general information on various subjects by the Administration.

The Department of Local Government, Sport and Cultural Industries recognises the value of Briefing Sessions/Concept Forums as evidenced by the comments contained in 2 of its publications which are freely available to the public from the Department's website. The publications are *A Guide to Council and Committee Meetings for Council Members* and the Department's Operational Guideline titled *Council Forums*. Relevant extracts from both publications are detailed below.

1. *A Guide to Council and Committee Meetings for Council Members*

3. *Meeting types elected members participate in:*

- *ordinary council meetings where council conducts its core business;*
- *council committee meetings – standing committees are appointed by some councils to oversee specific functions, projects or programs;*
- *special council meetings called on occasions to address an urgent item or items of business; and*
- *forums (also referred to as briefing sessions) that allow elected members and officers to meet in an informal meeting setting and discuss matters relating to the operation and affairs of their local government outside of the formal council meeting framework. Councillors may ask questions but decisions are not allowed to be made at these forums, as they are outside the formal council meeting framework.*

2. *Operational Guideline – Council Forums*

Concept forums involve elected members and staff meeting to propose, discuss and formulate philosophies, ideas, strategies and concepts for the development of the local government and the district. Such forums often involve projects that are in the early planning stage and are some time away from being presented to council for decision. In discussing such issues, staff are looking for guidance from the elected members as they research the matter and draft the report.

Elected members and staff are also looking to present ideas and concepts for future consideration. If the response is favourable staff can proceed with their research and eventual report on the matter.

Examples of the type of issues concept forums may cover include:

- *Current matters of a local or regional significant.*
- *Matters relating to the future development of the local government.*
- *Significant revenue-raising requirements or expenditure needs.*
- *The development of internal strategic, planning, management and financial documents.*
- *Development of the selection criteria and performance objectives for the Chief Executive Officer (CEO).*

Behind closed doors and in a relatively informal manner are the two notable characteristics of concept forums. Holding such meetings behind closed doors is justified in that many of the ideas and concepts are preliminary and while looking for that creative gem some may be extreme, expensive or impractical and never adopted.

Discussion on such proposals in a public forum would be counter-productive. Privacy and informality allowed elected members to propose ideas, ask questions and discuss issues for the better understanding of those in attendance. Such forums assist individuals to become better informed and to clarify their views. The privacy and informality of concept forums also has pitfalls including the risk of neglecting proper standards of probity and public accountability. Over time, participants can become too familiar, and therefore more lax, with the procedure and purpose of the meeting. Unless procedures are adopted and rigorously applied to these forums, there is a danger that collective or collaborative decisions may be made, implied and otherwise.

The Shire of Gingin's Briefing Sessions, which fall under the category of concept forums as detailed above, are conducted in accordance with Council Policy 1.26 Briefing Session Protocols to ensure that Briefing Sessions are conducted in an appropriate manner. Matters that are listed for formal consideration by Council at a Council meeting are not discussed at Briefing Sessions.

As noted by the Department, opening Briefing Sessions to the public is likely to act as an impediment to open and free flowing discussion by Councillors, which defeats the purpose of the sessions.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 Administration

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

s.5.33 Decisions made at electors' meetings

POLICY IMPLICATIONS

Policy 1.26 Briefing Session Protocols

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Sorensen

SECONDED: Councillor Stewart

That Council agree that Briefing Sessions will remain closed to the public to order to provide a forum for Councillors to enter into strategic discussions about matters that do not require a formal decision making process.

CARRIED

7 / 1

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

AGAINST: *Cr Stewart*

12.5 MOTION FROM ANNUAL ELECTORS' MEETING - CHANGE OF METHOD - ELECTION OF PRESIDENT

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to changing the method of electing the President of the Shire of Gingin.

BACKGROUND

At the Annual Meeting of Electors held on 21 January 2025 the following motion was carried

That the President is chosen by the electorate.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

This matter was also the subject of a similar motion at the Annual General Meeting of Electors held on 6 February 2024. Council considered this motion at the Ordinary Council Meeting on 20 February 2024 and resolved:

With respect to Motion 5.2.2 Change to Method of Electing the Shire President, that Council refuse to give consideration to changing the method of electing the Shire President from election by Council to election by the electors unless a proposal is received in the required format from electors in accordance with s. 2.12 of the Local Government Act 1995 and Regulation 10AD of the Local Government (Constitution) Regulations 1998, as Council does not believe such a change would be in the best interests of the Shire.

The *Local Government Act 1995* (the Act) makes provision in s.2.11 and 2.12 for a proposal to be made to change the method of electing the mayor or president from election by the council to election by electors of the district.

As noted in the previous officer's comments to Council on this matter, regardless of how the proposal comes before Council, a decision to change the method of election must be carried by an Absolute Majority.

The advice previously provided to Council in relation to this matter is still relevant.

Popularly elected mayors or presidents are usually elected on a platform of achieving certain outcomes and not necessarily on their suitability for the role. However in reality a popularly elected mayor or president does not have any more power than one who is elected by their fellow councillors. In order to achieve anything, any elected member (including the mayor or president) must convince a majority of their fellow councillors in the Chamber to vote in favour of a particular matter.

Section 2.8 of the Act sets out the responsibilities of the mayor or president, irrespective of the method of election used, as follows.

2.8 Role of mayor or president

(1) The mayor or president –

- (a) provides leadership and guidance to the council and council members, including guidance as to the roles of the council and council members; and*
- (b) acts as the principal spokesperson for the local government, and carries out civic and ceremonial duties on behalf of the local government, at all times acting consistently with council decisions; and*
- (c) presides at meetings of the council, ensuring that meetings are orderly and held in accordance with this Act; and*
- (d) promotes, facilitates and supports positive and constructive working relationships among council members; and*

(e) liaises with the CEO on the local government's affairs and the performance of its functions.

The mayor or president also has the responsibilities of a councillor as set out in s.2.10 of the Act, again regardless of how they are elected to the office of mayor or president.

Election of the President by Council ensures that the successful candidate is the person who is considered by the majority of Councillors to be the most appropriate, experienced and skilled person for the role, and who has the respect of Council. Popular election can often result in a mayor or president who has no prior experience and who may not even have attended any Council meetings prior to election. This can place a great deal of pressure on the person concerned, their fellow councillors, the CEO and by extension the rest of the Shire's Administration.

If Council does decide to change the method of electing the President, then the earliest opportunity for the election to take place would be in conjunction with the next local government elections in October 2025. Alternatively, if Council wishes to give further consideration to the matter then it may wish to gauge the level of general support amongst the electorate for a proposed change prior to making any decision. The Shire could do this either by conducting its own survey of electors, or alternatively a formal poll could be undertaken by the Western Australian Electoral Commission (WAEC). Either option would result in an additional cost to the Shire.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 2 Constitution of local government

Division 3 How offices on the council are filled

s. 2.11 Alternative methods of filling office of mayor or president

s. 2.12 Electors may propose change of method

Part 5 Administration

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

s.5.33 Decisions made at electors' meetings

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Given that elections for the Shire of Gingin are conducted as postal elections by the WAEC, popular election of the President would be undertaken via the same method.

In 2023 the WAEC advised that the cost of conducting a presidential election as part of the ordinary election process would be approximately \$3,000 over and above what the Shire already pays for an ordinary election. As advised in a separate report to this meeting, the WAEC quote to conduct the 2025 election is \$36,910 (ex. GST).

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Kestel **SECONDED:** Councillor Sorensen

That Council agree to retain the current method of electing the President of the Shire of Gingin, being election by Council, as it does not believe that a change to election by electors would be in the best interests of the Shire as a whole.

**CARRIED
7 / 1**

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

AGAINST: *Councillor Stewart*

12.6 MOTION FROM ANNUAL ELECTORS' MEETING - FORMAT FOR PRESENTATION TO COUNCIL OF MOTIONS PASSED AT ELECTORS' MEETINGS

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to how motions arising from the Annual General Meeting of Electors will be presented to Council

BACKGROUND

At the Annual Meeting of Electors held on 21 January 2025 the following motion was carried:

That Motions passed at these meetings are dealt with at the subsequent Ordinary Council meeting individually, allowing them to be fully considered and not lumped together and voted on as one item, which happened to the majority of Motions passed at the 2024 Electors' Meeting.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

This motion is presented to Council in order to satisfy the requirements of the Act, however Council will note that the action requested has already been taken.

As a general rule the CEO is responsible for determining the format to be used in presenting matters to Council for consideration.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 Administration

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

s.5.5 Convening council meetings

s.5.33 Decisions made at electors' meetings

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Stewart

That Council accept the intent of the motion and note that motions arising from the Annual General Meeting of Electors held on 21 January 2025 have been the subject of individual officer reports for Council's consideration.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

12.7 MOTION FROM ANNUAL ELECTORS' MEETING - CHANGE OF COMMENCEMENT TIME FOR COUNCIL MEETINGS

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to changing the commencement time for Council meetings.

BACKGROUND

At the Annual Meeting of Electors held on 21 January 2025 the following motion was carried:

That Council meetings are moved to evening/late afternoon sessions to allow a wider range of the community to offer their services as Councillors. Currently only those ratepayers who are retired or can set their own work hours are able to stand for election, which effectively bars a large proportion of the population from acting as Councillors or attending meetings.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

In late 2024 the Shire's Governance team conducted a survey of local governments to obtain information on commencement times for Ordinary Council Meetings.

The Shire of Gingin, together with 33 other local governments in Western Australia, is designated as a Class 3 local government under Schedule 2 of the *Local Government (Constitution) Regulations 1998*.

Currently Ordinary Council Meetings for the Shire of Gingin commence at 3.00pm. A survey of all Class 3 local governments has been conducted to determine the most common commencement time for Council meetings. Commencement times vary between 1.00pm and 8.00pm, with the most common times being 6pm (8 local governments), 4.00pm (7 local governments) and 5.00pm (7 local governments).

It is possible that a later meeting start outside of normal business hours will allow for a broader section of the community to attend Council meetings. First and foremost, however, the commencement time for Council meetings must be suitable to the majority of Councillors who are required to attend – it is pointless setting a commencement time that prevents existing elected members from attending. To that end it is suggested that Council may wish to apply a later commencement time to a selected number of meetings on a trial basis. This would allow Council to then assess whether the amended commencement time:

1. Does allow more members of the public to attend meetings; and/or
2. Is acceptable to Councillors.

If Council does wish to trial a later commencement time, then it is suggested that it would be appropriate to delay the trial until after the October 2025 elections in order for any new Councillors to participate.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 Administration

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

s.5.33 Decisions made at electors' meetings

Local Government (Administration) Regulations 1996

Part 2 Council and committee meetings

Reg. 12 Publication of meeting details

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Whilst the process of changing the commencement time for Council meetings would not have any budgetary impact in and of itself, it is probable that increased staff costs in terms of overtime would be incurred for meetings (or parts of meetings) that take place outside of the Shire’s standard business hours (8.00am to 4.30pm).

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

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

That Council agree that a commencement time of 6.00pm be introduced for the first three Ordinary Council Meetings in 2026, with the matter to be reviewed by Council at the close of the trial.

CARRIED
7 / 1

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Councillor Sorensen*

12.8 MOTION FROM ANNUAL ELECTORS' MEETING - ENGAGEMENT OF STABLE FLY INSPECTOR ON FULL TIME BASIS

File	COR/31
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a motion carried at the Annual General Meeting of Electors held on 21 January 2025 in relation to the engagement of the Shire's Stable Fly Inspector on a full time basis.

BACKGROUND

At the Annual Meeting of Electors held on 21 January 2025 the following motion was carried:

That our Stable Fly Inspector is retained full time and not just in the summer to offer training and education to the public, agricultural and horticultural bodies and other affected LGAs.

The *Local Government Act 1995* (s.5.33) requires that all decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting (OCM) or, if that is not practicable, then at the first OCM after that meeting or at a special meeting called for that purpose.

If a local government makes a decision in response to a decision made an electors' meeting, then the reasons for the decision are to be recorded in the minutes of the council meeting at which the decision is made.

COMMENT

Currently the Shire employs a Stable Fly Inspector for the duration of the annual stable fly breeding period (approximately 9 months).

Under the *Local Government Act 1995* employment of staff is a function of the CEO. Obviously full time employment of a Stable Fly Officer will also come at an additional cost.

Further investigation will be necessary in order to determine what this cost will be, and whether the change would provide sufficient additional benefits to the community to constitute value for money.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 5 Administration

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

s.5.33 Decisions made at electors' meetings

Division 4 Local government employees

S. 5.41 Role of CEO

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Not known at this point.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	2. Connections & Wellbeing - Grow and Nurture Community Connectedness and Wellbeing
Strategic Objective	2.6 Services - Cost effective services which meet the needs of the community.

VOTING REQUIREMENTS - SIMPLE MAJORITY

SUBSTANTIVE MOTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis SECONDED: Councillor Johnson

That Council agree that the CEO will investigate the potential engagement of a Stable Fly Officer on a full time basis for consideration during the budget preparation process for 2025/2026.

AMENDMENT MOTION

MOVED: Councillor Weeks **SECONDED:** Councillor Johnson

That the motion be amended by adding the words "and seek potential funding opportunities from external sources" after the words "2025/26."

To save our rate payers money

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Reason for Amendment

To save our rate payers money.

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

COUNCIL RESOLUTION

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

That Council agree that the CEO will investigate the potential engagement of a Stable Fly Officer on a full time basis for consideration during the budget preparation process for 2025/2026 and seek potential funding from external sources.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

12.9 2025 LOCAL GOVERNMENT ELECTIONS - CONDUCT OF ELECTION BY ELECTORAL COMMISSIONER

File	GOV/40
Author	Tasma Rush-Harvey - Governance Support Officer
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	1. WAEC Agreement to Conduct Election & Cost Estimate [12.9.1 - 4 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider conducting the 2025 local government elections as a postal election and to appoint the Electoral Commissioner as the person responsible for conducting the election.

BACKGROUND

The Shire of Gingin has conducted each local government election since 2001 as a postal election.

It is generally accepted that the rate of participation in postal elections is greater than that achieved for in-person elections, as the postal process is perceived by electors to be more convenient. In addition, because postal elections must be conducted by the Western Australian Electoral Commission (WAEC), the officers of the local government can remain at arm's length from the electoral process which provides additional assurance of absolute impartiality and integrity in the result.

At the last local government elections in 2023, the WAEC conducted postal elections for 124 out of a total of 139 local government districts in Western Australia.

The Election Report provided by the WAEC following the last election showed that, in 2023, the Shire of Gingin had a participation rate of 50.55% which compares very favourably to the 2023 State average of 31.6%.

Comparative rates of participation between the Shire of Gingin and the State average over the past five elections are as follows:

Year	Shire of Gingin	State Average
2015	39.42%	27.5%
2017	44.1%	34.5%
2019	40.7%	29.1%
2021	37.1%	30.2%
2023	50.55%	31.6%

Section 4.61(2) of the *Local Government Act 1995* empowers a local government to conduct an election as a postal election, by way of an absolute majority decision. Postal elections must be conducted by the Western Australian Electoral Commissioner.

The *Local Government Act 1995* (section 4.20(4)) specifies that Council must make a decision, by absolute majority, with respect to appointing the Electoral Commissioner as the person responsible for conducting the election no later than 80 days prior to election day. The 2025 local government elections will be conducted on 18 October 2025.

COMMENT

Correspondence (**see appendix**) has been received from the Electoral Commissioner advising that the estimated cost of conducting the 2025 Shire of Gingin local government elections as a postal ballot is \$36,910 (ex GST). This figure is \$1,910 more than the figure quoted to conduct the 2023 elections and is based on 4 vacancies (as opposed to 5 vacancies in 2023) and a slight increase in elector numbers from 4,700 to 5,000. The Commission advises that the primary factors in the cost increase are:

- A 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024 and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- A 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

The quote received from the WAEC is based on the following assumed parameters:

- 5,000 electors;
- Response rate of approximately 55%;
- Four vacancies;
- Count to be conducted at the Shire of Gingin Administration Centre;
- Appointment of a local Returning Officer; and
- Regular Australia Post delivery service to apply for the lodgement of election packages.

The WAEC's estimate does not include costs related to:

- Non-statutory advertising (ie any additional advertising in community newspapers and promotional advertising);
- Any legal expenses other than those that are determined to be borne by the WAEC in a Court of Disputed Returns;
- Shire employees working on Election Day.

The actual cost may vary if:

- A Returning Officer is selected who is not local to the Shire of Gingin;
- The Shire elects for Australia Post Priority Service for the lodgement of election packages;
- Casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases are incurred from the WAEC's suppliers.

Should Council elect not to conduct the election as a postal election, then it will be required to conduct an in-person election entailing the establishment and staffing of multiple polling places on Election Day, and must appoint either the CEO or another person as Returning Officer. That person will then be wholly responsible for the conduct of the count and dealing with any disputes or complaints.

Given the introduction of optional preferential voting at the 2023 elections, another important consideration is that a local government only has access to the WAEC's vote counting system for entry and calculation of votes if the election is conducted by the WAEC.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 4 – Elections and other polls

Division 7 – Provisions about electoral officers and the conduct of elections

Division 9 – Electoral process

Section 4.61 – Choice of methods of conducting election

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

The WAEC has quoted a figure of \$36,910 (ex GST) to conduct the 2025 Shire of Gingin election as a postal election. There is sometimes a perception that the cost of running the election would be less if it were conducted “in-house” by the Shire itself. In reality, however, there is unlikely to be much difference in the ultimate cost, taking into consideration the following:

1. The cost of the time spent by the CEO (or an alternative Returning Officer if one is appointed) in running the election;
2. As a postal election can only be conducted by the WAEC, an “in-house” election would need to be conducted as an in-person election. This would necessitate hiring of multiple venues to act as polling places on election day, plus the cost of multiple staff members (or other people engaged specifically for the purpose) to run those polling places which must be open from 8.00am to 6.00pm. Extra time would also be payable for setting up polling places before opening and closing up and delivering ballot boxes to the Shire’s Administration Centre after polling closes; and
3. Without the use of the WAEC’s vote count software, determination of a result after the close of polling is likely to take longer, resulting in further staffing costs and potentially a delay in announcing the result.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Sorensen

That Council:

1. Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election together with any other elections or polls which may be required; and
2. Decide, in accordance with section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the election will be a postal election.

**CARRIED ABSOLUTE
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*



WESTERN AUSTRALIAN
Electoral Commission

Mr Scott Wildgoose
Chief Executive Officer
Shire of Gingin
PO Box 510
GINGIN WA 6503

Dear Mr Wildgoose,

Written Agreement: 2025 Local Government Ordinary Election

I refer to your correspondence dated 13 December 2024 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the Shire of Gingin. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;
2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/s must be passed by an absolute majority.

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R Kennedy'.

Robert Kennedy
ELECTORAL COMMISSIONER

9 January 2025



WESTERN AUSTRALIAN
Electoral Commission

Mr Scott Wildgoose
Chief Executive Officer
Shire of Gingin
PO Box 510
GINGIN WA 6503

Dear Mr Wildgoose,

Cost Estimate Letter: 2025 Local Government Ordinary Election

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately \$36,910 (ex GST).

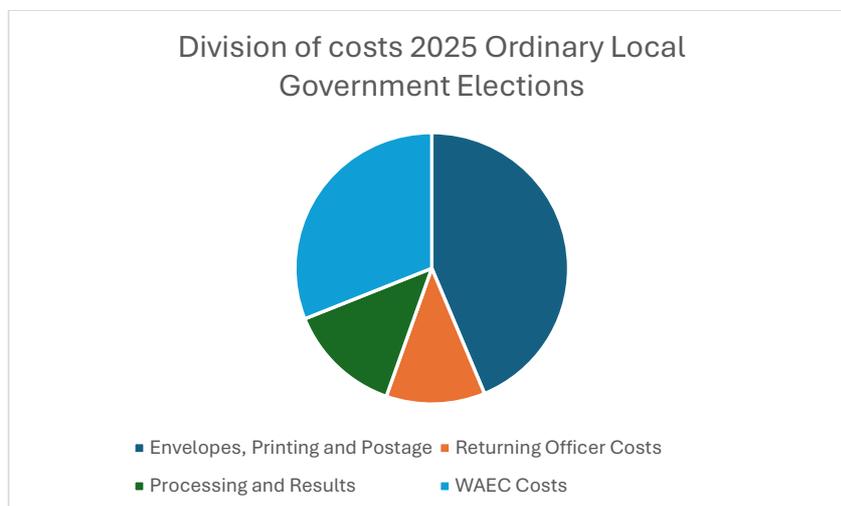
This cost has been based on the following assumptions:

- The method of election will be postal;
- 4 Councillor(s) vacancies;
- 5000 electors;
- response rate of approximately 55%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact lgelections@waec.wa.gov.au .

Yours sincerely,



Robert Kennedy
ELECTORAL COMMISSIONER

12 December 2024

12.10 AMENDMENT OF DELEGATIONS

File	GOV/15
Author	Lee-Anne Burt - Coordinator Governance
Reporting Officer	Scott Wildgoose - Chief Executive Officer
Refer	Nil
Appendices	<ol style="list-style-type: none"> 1. Delegation 6.1.2 Prohibition Orders [12.10.1 - 2 pages] 2. Delegation 6.1.3 Registration of Food Businesses [12.10.2 - 1 page] 3. Delegation 6.1.5 Debt Recovery & Prosecutions [12.10.3 - 1 page]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider amending the delegates for the following Instruments of Delegation:

- 6.1.2 Prohibition Orders;
- 6.1.3 Registration of Food Businesses; and
- 6.1.5 Debt Recovery and Prosecutions.

BACKGROUND

Section 118 of the *Food Act 2008* (the Act) allows enforcement agencies (in this case the Shire of Gingin) to delegate a function conferred or imposed on the enforcement agency. As the Act does not contain any power of subdelegation, any delegation of power under the Act must be made by Council direct to the relevant officer, rather than to the CEO.

Updating of the delegates for Delegations 6.1.2, 6.1.3 and 6.1.5 (**see appendices**) is required as a result of administration changes since Council's last annual review of delegations undertaken in May 2024.

COMMENT

Delegation 6.1.2 addresses the serving of prohibition orders issued under the Act, the issuing of a certificate of clearance for a prohibition order and, if a decision is made not to issue a certificate of clearance, the giving of written notice to the proprietor of a food business to advise of that decision.

Delegation 6.1.3 deals with the consideration and determination of applications for registration of a food business and the variation of conditions applicable to, or the cancellation of, such a registration.

Delegation 6.1.5 provides the power to recover costs incurred by the Shire in association with the destruction or disposal of any item seized under the Act and any subsequent court proceedings. It also empowers the delegate to institute proceedings for an offence under the Act.

Currently the delegates for all 3 Instruments of Delegation are the Executive Manager Regulatory and Development Services and the Principal Environmental Health Officer.

The position of Principal Environmental Health Officer has been replaced by Coordinator Environmental Health and it is therefore necessary for Council to amend the delegation to reflect this change in administrative structure.

It is also recommended that the CEO be added as a Delegate to cover any potential instances where both the Executive Manager Regulatory and Development Services and the Coordinator Environmental Health Officer are not available.

STATUTORY/LOCAL LAW IMPLICATIONS

Food Act 2008

Part 10 Administration

Division 2 Functions of enforcement agencies

Section 118 Functions of enforcement agencies and delegation

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis **SECONDED:** Councillor Kestel

That Council agree to amend Delegations 6.1.2 Prohibition Orders, 6.1.3 Registration of Food Businesses and 6.1.5 Debt Recovery and Prosecutions by adding delegation to the position of CEO and replacing the delegation to the position of Principal Environmental Health Officer with delegation to the position of Coordinator Environmental Health.

**CARRIED ABSOLUTE MAJORITY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*



Delegation of authority

Delegation	6.1.2 Prohibition Orders [DRAFT]
Category	6. Food Act 2008
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> <ul style="list-style-type: none"> • s.118(2)(b), (3) and (4) Functions of enforcement agencies and delegation
Express power or duty delegated	<i>Food Act 2008:</i> <ul style="list-style-type: none"> • s.65(1) Prohibition orders • s.66 Certificate of clearance to be given in certain circumstances • s.67(4) Request for re-inspection
Function	<ol style="list-style-type: none"> 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Delegates	<p>CEO Coordinator Environmental Health Principal Environmental Health Officer Executive Manager Regulatory and Development Services</p>
Conditions	Nil
Express power to subdelegate	Nil - the <i>Food Regulations 2008</i> do not provide for subdelegation.
Subdelegate conditions	Not applicable.
Statutory framework	NOTE: Decisions under this delegation may be referred for review by the State Administrative Tribunal.
Policy	Nil
Record keeping	Each exercise of delegated power must be captured in the Shire's electronic records management system as required by <i>Local Government Act 1995</i> s.5.46 and <i>Local Government (Administration) Regulations 1996</i> r.19.



Delegation of authority

Amendments			
Date	Type	Amendment	References
19 Jul 2022	New delegation	Formerly Delegation 4.5 Prohibition Orders.	OCM 19 July 2022 – Item 11.1.1

DRAFT



Delegation of authority

Delegation	6.1.3 Registration of Food Businesses [DRAFT]
Category	6. Food Act 2008
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> <ul style="list-style-type: none"> • s.118(2)(b), (3) and (4) Functions of enforcement agencies and delegation
Express power or duty delegated	<i>Food Act 2008:</i> <ul style="list-style-type: none"> • s.110(1) and (5) Registration of food business • s.112 Variation of conditions or cancellation of registration of food businesses
Function	<ol style="list-style-type: none"> 1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions applicable to, or cancel the registration of, a food business [s.112].
Delegates	CEO Coordinator Environmental Health Principal Environmental Health Officer Executive Manager Regulatory and Development Services
Conditions	Nil
Express power to subdelegate	Nil - the <i>Food Regulations 2008</i> do not provide for subdelegation.
Subdelegate conditions	Not applicable.
Statutory framework	NOTE: Decisions under this delegation may be referred for review by the State Administrative Tribunal.
Policy	Nil
Record keeping	Each exercise of delegated power must be captured in the Shire's electronic records management system as required by <i>Local Government Act 1995</i> s.5.46 and <i>Local Government (Administration) Regulations 1996</i> r.19.

Amendments			
Date	Type	Amendment	References
19 Jul 2022	New delegation	Formerly Delegation 4.6 Registration of Food Businesses.	OCM 19 July 2022 – Item 11.1.1



Delegation of authority

Delegation	6.1.5 Debt Recovery and Prosecutions [DRAFT]
Category	6. Food Act 2008
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> <ul style="list-style-type: none"> • s.118(2)(b), (3) and (4) Functions of enforcement agencies and delegation
Express power or duty delegated	<i>Food Act 2008:</i> <ul style="list-style-type: none"> • s.54 Cost of destruction or disposal of forfeited item • s.125 Institution of proceedings
Function	<ol style="list-style-type: none"> 1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (sized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the <i>Food Act 2008</i> [s.125].
Delegates	<p>CEO Coordinator Environmental Health Principal Environmental Health Officer Executive Manager Regulatory and Development Services</p>
Conditions	<ol style="list-style-type: none"> 1. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express power to subdelegate	Nil - the <i>Food Regulations 2009</i> do not provide for subdelegation.
Subdelegate conditions	Not applicable.
Statutory framework	Nil
Policy	Nil
Record keeping	Each exercise of delegated power must be captured in the Shire's electronic records management system as required by <i>Local Government Act 1995</i> s.5.46 and <i>Local Government (Administration) Regulations 1996</i> r.19.

13 REPORTS - CORPORATE AND COMMUNITY SERVICES

13.1 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JANUARY 2025

File	FIN/25
Author	Alarna Richards - Coordinator Financial Planning & Reporting
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Monthly Financial Report January 2025 [13.1.1 - 24 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To present for Council endorsement the Monthly Financial Reports for the period ending 31 January 2025.

BACKGROUND

The Monthly Financial Reports (MFR) for the period ending 31 January 2025 are presented to Council in accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

COMMENT

The January 2025 MFR presents the financial performance of the Shire for the 2024/25 financial year and compares year-to-date expenditure and revenue against the full-year budget.

A break-up of the **\$2,560,848** variance in the January 2025 MFR is summarised across operations, investing and financing below, with a detailed explanation of variations within each area contained within the **Appendices**.

Under Budget

Opening Surplus/ Deficit	\$(25,132)
Operating Expenditure	\$1,749,803
Investing Activities – Expenditure	\$364,440
Financing Activities- Revenue	\$(185,727)

Over Budget

Operating Revenue	\$381,738
Investing Activities - Revenue	\$442,928
Financing Activities – Expenditure	\$(167,202)

An explanation outlining a summary of the variances across each of the above areas is provided in Note 3, and those specific to capital works are provided within the supplementary information on page 13 of the appendix.

Investments

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

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 6 – Financial Management

Division 3 – Reporting on activities and finance

Section 6.4 – Financial Report

Local Government (Financial Management) Regulations 1996

Part 4 – Financial Reports

Reg 34 – Financial activity statement required each month.

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

POLICY IMPLICATIONS

Policy 3.2 – Investments

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Woods **SECONDED:** Councillor Johnson

That Council endorse the Monthly Financial Reports for the period ending 31 January 2025.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

Karina Leonhardt (Manager Corporate Services) and Alarna Richards (Coordinator Financial Planning and Reporting) attended the meeting at 3:51pm.

**SHIRE OF GINGIN
MONTHLY FINANCIAL REPORT
For the period ended 31 January 2025**

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

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**SHIRE OF GINGIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2025**

	Supplementary Information	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	7,698,086	7,698,086	7,799,586	101,500	1.32%	▲
Rates excluding general rates		3,316,646	3,309,796	3,309,796	0	0.00%	
Grants, subsidies and contributions	14	2,089,451	1,369,181	1,189,493	(179,688)	(13.12%)	▼
Fees and charges		4,790,330	3,640,078	3,885,442	245,364	6.74%	▲
Interest revenue		446,856	251,079	399,796	148,717	59.23%	▲
Other revenue		360,760	236,050	301,895	65,845	27.89%	▲
Profit on asset disposals	6	723,816	0	47,999	47,999	0.00%	▲
		19,425,945	16,504,270	16,934,007	429,737	2.60%	
Expenditure from operating activities							
Employee costs		(7,397,839)	(4,380,424)	(3,915,856)	464,568	10.61%	▲
Materials and contracts		(8,551,985)	(4,912,445)	(3,822,317)	1,090,128	22.19%	▲
Utility charges		(540,246)	(315,175)	(256,596)	58,579	18.59%	▲
Depreciation		(10,655,716)	(3,044,488)	(2,088,929)	955,559	31.39%	▲
Finance costs		(117,085)	(60,867)	(69,413)	(8,546)	(14.04%)	▼
Insurance		(414,176)	(414,176)	(422,078)	(7,902)	(1.91%)	
Other expenditure		(726,613)	(425,538)	(272,562)	152,976	35.95%	▲
Loss on asset disposals	6	(79,641)	0	(50,085)	(50,085)	0.00%	▼
		(28,483,301)	(13,553,113)	(10,897,836)	2,655,277	19.59%	
Non-cash amounts excluded from operating activities	Note 2(b)	10,011,541	3,044,488	2,091,015	(953,473)	(31.32%)	▼
Amount attributable to operating activities		954,185	5,995,645	8,127,186	2,131,541	35.55%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	15	7,960,605	2,543,528	2,939,956	396,428	15.59%	▲
Proceeds from disposal of assets	6	973,909	83,000	129,500	46,500	56.02%	▲
Proceeds from financial assets at amortised cost - self supporting loans		4,377	2,178	2,178	(0)	(0.01%)	
		8,938,891	2,628,706	3,071,634	442,928	16.85%	
Outflows from investing activities							
Payments for property, plant and equipment	5	(3,200,043)	(1,073,038)	(1,406,609)	(333,571)	(31.09%)	▼
Payments for construction of infrastructure	5	(9,638,816)	(3,290,368)	(2,592,357)	698,011	21.21%	▲
		(12,838,859)	(4,363,406)	(3,998,966)	364,440	8.35%	
Amount attributable to investing activities		(3,899,968)	(1,734,700)	(927,332)	807,368	46.54%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	11	1,000,000	0	0	0	0.00%	
Transfer from reserves	4	1,601,279	185,727	0	(185,727)	(100.00%)	▼
		2,601,279	185,727	0	(185,727)	(100.00%)	
Outflows from financing activities							
Repayment of borrowings	11	(258,807)	(139,356)	(139,356)	0	0.00%	
Payments for principal portion of lease liabilities	12	(25,604)	(14,938)	(16,644)	(1,706)	(11.42%)	▼
Transfer to reserves	4	(1,631,182)	(18,000)	(183,496)	(165,496)	(919.42%)	▼
		(1,915,593)	(172,294)	(339,496)	(167,202)	(97.04%)	
Amount attributable to financing activities		685,686	13,433	(339,496)	(352,929)	(2627.33%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		2,260,097	2,260,097	2,234,965	(25,132)	(1.11%)	▼
Amount attributable to operating activities		954,185	5,995,645	8,127,186	2,131,541	35.55%	▲
Amount attributable to investing activities		(3,899,968)	(1,734,700)	(927,332)	807,368	46.54%	▲
Amount attributable to financing activities		685,686	13,433	(339,496)	(352,929)	(2627.33%)	▼
Surplus or deficit after imposition of general rates		0	6,534,475	9,095,323	2,560,848	39.19%	▲

KEY INFORMATION

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

* Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF GINGIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2025**

	Supplementary Information	30 June 2024 \$	31 January 2025 \$
CURRENT ASSETS			
Cash and cash equivalents	3	13,556,082	18,868,385
Trade and other receivables		1,337,197	2,821,645
Other financial assets		4,377	2,199
Inventories	8	32,614	31,366
Other assets	8	258,512	236,064
TOTAL CURRENT ASSETS		15,188,782	21,959,659
NON-CURRENT ASSETS			
Trade and other receivables		168,578	168,578
Other financial assets		97,319	97,319
Property, plant and equipment		53,241,380	53,633,013
Infrastructure		212,944,380	214,347,857
Right-of-use assets		32,354	38,575
TOTAL NON-CURRENT ASSETS		266,484,011	268,285,342
TOTAL ASSETS		281,672,793	290,245,001
CURRENT LIABILITIES			
Trade and other payables	9	1,771,761	1,294,312
Other liabilities	13	2,653,669	2,860,319
Lease liabilities	12	25,605	13,787
Borrowings	11	258,807	119,452
Employee related provisions	13	1,118,913	1,118,913
TOTAL CURRENT LIABILITIES		5,828,755	5,406,783
NON-CURRENT LIABILITIES			
Lease liabilities	12	7,481	25,534
Borrowings	11	2,068,040	2,068,040
Employee related provisions		125,827	125,827
Other provisions		5,513,899	5,513,899
TOTAL NON-CURRENT LIABILITIES		7,715,247	7,733,300
TOTAL LIABILITIES		13,544,002	13,140,083
NET ASSETS		268,128,791	277,104,918
EQUITY			
Retained surplus		44,999,136	53,791,767
Reserve accounts	4	7,405,097	7,588,593
Revaluation surplus		215,724,558	215,724,558
TOTAL EQUITY		268,128,791	277,104,918

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2025**

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

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

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

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

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2025

**SHIRE OF GINGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2025**

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Supplementary Information	Amended Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 January 2025
(a) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	3	\$ 8,580,267	\$ 13,556,082	18,868,385
Trade and other receivables		1,940,054	1,337,197	2,821,645
Other financial assets		0	4,377	2,199
Inventories	8	389,877	32,614	31,366
Other assets	8	19,325	258,512	236,064
		<u>10,929,523</u>	<u>15,188,782</u>	<u>21,959,659</u>
Less: current liabilities				
Trade and other payables	9	(3,392,338)	(1,771,761)	(1,294,312)
Other liabilities	13	0	(2,653,669)	(2,860,319)
Lease liabilities	12	0	(25,605)	(13,787)
Borrowings	11	(550,001)	(258,807)	(119,452)
Employee related provisions	13	(1,004,339)	(1,118,913)	(1,118,913)
		<u>(4,946,678)</u>	<u>(5,828,755)</u>	<u>(5,406,783)</u>
Net current assets		5,982,845	9,360,027	16,552,876
Less: Total adjustments to net current assets	Note 2(c)	(5,982,845)	(7,125,062)	(7,457,553)
Closing funding surplus / (deficit)		0	2,234,965	9,095,323

(b) Non-cash amounts excluded from operating activities

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

	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash amounts excluded from operating activities			
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	6	(723,816)	0
Add: Loss on asset disposals	6	79,641	0
Add: Depreciation		10,655,716	3,044,488
Total non-cash amounts excluded from operating activities		10,011,541	3,044,488

(c) Current assets and liabilities excluded from budgeted deficiency

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

	Amended Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 January 2025
Adjustments to net current assets			
Less: Reserve accounts	4	(6,532,846)	(7,405,097)
Less: Financial assets at amortised cost - self supporting loans	8	0	(4,377)
Add: Current liabilities not expected to be cleared at the end of the year:			
- Current portion of borrowings	11	550,001	258,807
- Current portion of lease liabilities	12	0	25,605
Total adjustments to net current assets	Note 2(a)	(5,982,845)	(7,125,062)

CURRENT AND NON-CURRENT CLASSIFICATION

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

MINUTES ORDINARY COUNCIL MEETING 18 FEBRUARY 2025

APPENDIX 13.1.1

SHIRE OF GINGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is \$20,000 or 10.00% whichever is the greater.

Description

Revenue from operating activities

General rates

Additional Rateable Property / Interim Rates

Grants, subsidies and contributions

Mindaroo Foundation tranche 4 and 5 due later this financial year and DFES Emergency Service Grant for quarter 3 not received until early February

Fees and charges

Sanitary and Waste Management Charges raised as part of rates billing

Interest revenue

Instalment and penalty interest on rates; timing of recognition of interest for monies held in term deposits;

Other revenue

Insurance claims, workers compensation and court case settlements

Employee costs

Budget adoption in August 2024 and staff vacancies including Works Manager, Planning Officers, Environmental Health Offices and other vacant positions

Materials and contracts

Timing of maintenance works

Utility charges

Timing of utility costs

Finance costs

Timing on loan interest repayment / accrued interest

Other expenditure

Timing of community grants payments, DFES vehicle change overs and Cheriton Road upgrade contribution

Loss on asset disposals

Disposal of fencing at Gingin Landfill, Lancelin bowling green grass rink, Granville Park picnic tables and seats, Hertz Oil Injected Compressor.

Non-cash amounts excluded from operating activities

Depreciation Non Cash

Inflows from investing activities

Proceeds from capital grants, subsidies and contributions

Funding for Weld Street Bridge - project delayed;
Timing of recognition of grant funding for road projects;

Proceeds from disposal of assets

Unbudgeted Disposal of DFES Fire Vehicles surrendered 03/07/2024 Ledge Point and timing of disposal of GG066 and GG019 Tractor

Payments for property, plant and equipment

Timing of Capital works - see note 5

Payments for construction of infrastructure

Timing of Capital works - see note 5

Transfer from reserves

End of year process; variation caused by timing of budget amendments.

Payments for principal portion of lease liabilities

Epson colour copier lease introduced November 2024

Surplus or deficit at the start of the financial year

Variance is due to higher caravan park deposits at EOFY - held as liabilities

Timing and Permanent	Var. \$	Var. %	
	\$	%	
	101,500	1.32%	▲
Permanent	(179,688)	(13.12%)	▼
Timing	245,364	6.74%	▲
Timing	148,717	59.23%	▲
Timing	65,845	27.89%	▲
Timing	464,568	10.61%	▲
Timing	1,090,128	22.19%	▲
Timing	58,579	18.59%	▲
Timing	(8,546)	(14.04%)	▼
Timing	152,976	35.95%	▲
Timing	(50,085)	0.00%	▼
Timing	(953,473)	(31.32%)	▼
Timing	396,428	15.59%	▲
Timing	46,500	56.02%	▲
Timing	(333,571)	(31.09%)	▼
	698,011	21.21%	▲
Timing	(185,727)	(100.00%)	▼
	(1,706)	(11.42%)	▼
Permanent	(25,132)	(1.11%)	▼

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION**

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**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.26 M	\$2.26 M	\$2.23 M	(\$0.03 M)
Closing	\$0.00 M	\$6.53 M	\$9.10 M	\$2.56 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$11.28 M	59.8%
Restricted Cash	\$7.59 M	40.2%

Refer to 3 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.28 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 9 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$2.30 M	80.6%
Trade Receivable	\$0.52 M	
Over 30 Days		78.4%
Over 90 Days		35.0%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.95 M	\$6.00 M	\$8.13 M	\$2.13 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$11.11 M	
YTD Budget	\$11.01 M	0.9%

Refer to 10 - Rate Revenue

Grants and Contributions		
	\$	% Variance
YTD Actual	\$1.19 M	
YTD Budget	\$1.37 M	(13.1%)

Refer to 14 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$3.89 M	
YTD Budget	\$3.64 M	6.7%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.90 M)	(\$1.73 M)	(\$0.93 M)	\$0.81 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.13 M	
Amended Budget	\$0.97 M	(86.7%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$4.00 M	
Amended Budget	\$12.84 M	(68.9%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$2.94 M	
Amended Budget	\$7.96 M	(63.1%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.69 M	\$0.01 M	(\$0.34 M)	(\$0.35 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.14 M)
Interest expense	(\$0.06 M)
Principal due	\$2.19 M

Refer to 11 - Borrowings

Reserves	
Reserves balance	\$7.59 M
Interest earned	\$0.18 M

Refer to 4 - Cash Reserves

Lease Liability	
Principal repayments	(\$0.02 M)
Interest expense	(\$0.00 M)
Principal due	\$0.04 M

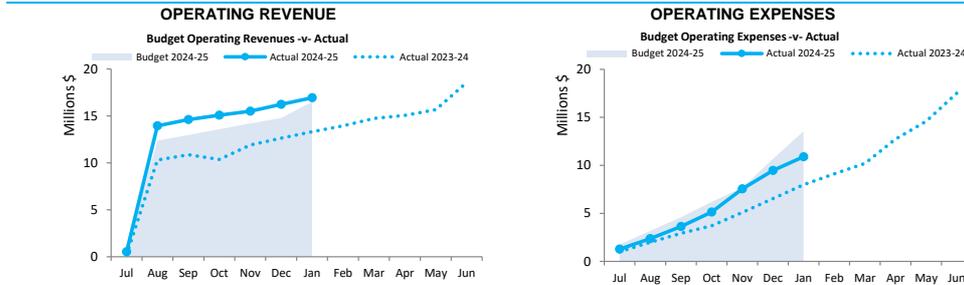
Refer to Note 12 - Lease Liabilities

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

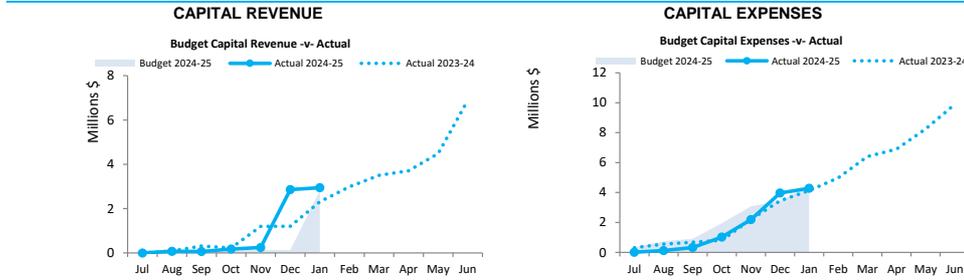
**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

2 KEY INFORMATION - GRAPHICAL

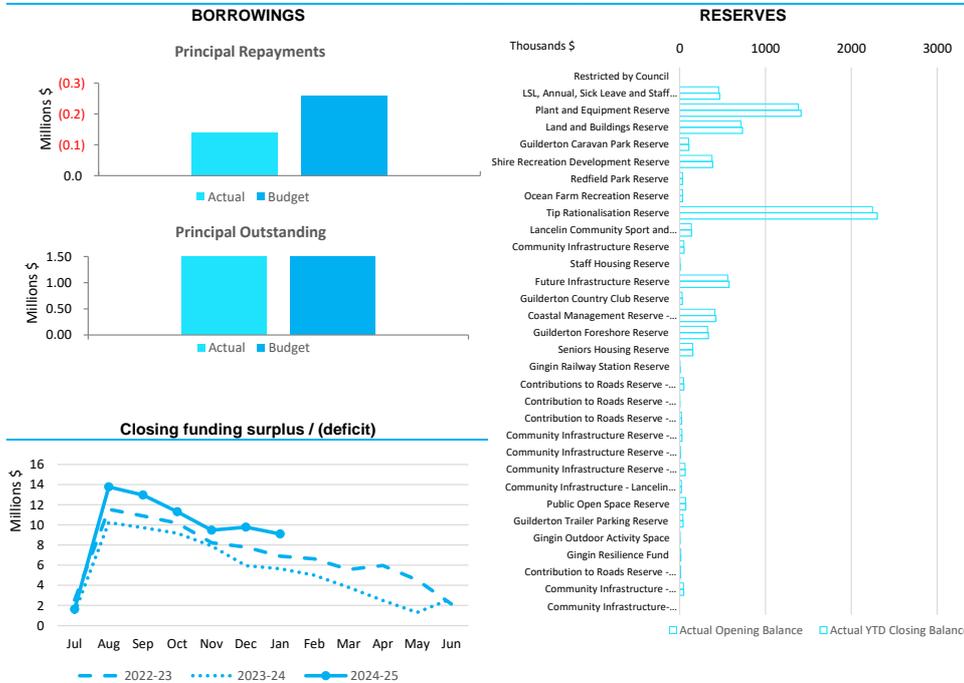
OPERATING ACTIVITIES



INVESTING ACTIVITIES



FINANCING ACTIVITIES



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

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Interest Rate	Maturity Date
Cash Deposits							
Municipal Bank Account	Cash and cash equivalents	3,210,220	0	3,210,220	Bendigo Bank	3.35%	At Call
Reserve Bank Account	Cash and cash equivalents	0	12,380	12,380	Bendigo Bank	0.00%	At Call
Cash on hand	Cash and cash equivalents	2,300	0	2,300	Petty Cash/Till float	N/A	At Call
Municipal Investment 4889453	Cash and cash equivalents	2,000,000	0	2,000,000	Bendigo Bank	4.93%	11/03/2025
Municipal Investment 5010112	Cash and cash equivalents	2,027,125	0	2,027,125	Bendigo Bank	4.80%	8/04/2025
Municipal Investment 4988033	Cash and cash equivalents	2,014,982	0	2,014,982	Bendigo Bank	4.50%	17/02/2025
Municipal Investment 5013831	Cash and cash equivalents	1,013,951	0	1,013,951	Bendigo Bank	4.20%	13/02/2025
Municipal Investment 5017539	Cash and cash equivalents	1,011,213	0	1,011,213	Bendigo Bank	4.50%	17/03/2025
Reserve Investment 5024858	Cash and cash equivalents	0	6,000,000	6,000,000	Bendigo Bank	4.90%	18/06/2025
Reserve Investment 5024844	Cash and cash equivalents	0	1,026,214	1,026,214	Bendigo Bank	4.90%	18/06/2025
Reserve Investment 5024864	Cash and cash equivalents	0	550,000	550,000	Bendigo Bank	4.90%	18/06/2025
Total		11,279,792	7,588,593	18,868,385			
Comprising							
Cash and cash equivalents		11,279,792	7,588,593	18,868,385			
		11,279,792	7,588,593	18,868,385			

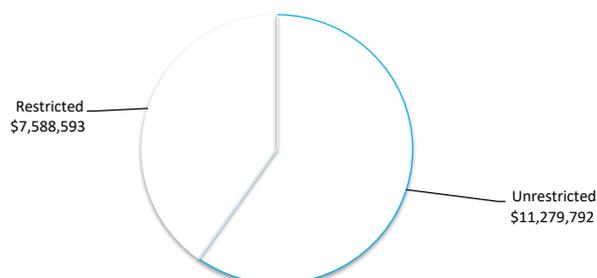
KEY INFORMATION

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

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

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

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



MINUTES ORDINARY COUNCIL MEETING 18 FEBRUARY 2025

APPENDIX 13.1.1

SHIRE OF GINGIN SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
LSL, Annual, Sick Leave and Staff Contingency	455,699	14,462	0	0	470,161	455,699	11,292	0	0	466,991
Plant and Equipment Reserve	1,380,281	43,803	18,000	(636,726)	805,358	1,380,281	34,203	0	0	1,414,484
Land and Buildings Reserve	714,103	22,661	500,000	(196,954)	1,039,810	714,103	17,695	0	0	731,798
Guilderton Caravan Park Reserve	105,014	3,333	100,000	0	208,347	105,014	2,602	0	0	107,616
Shire Recreation Development Reserve	377,898	11,993	0	(117,477)	272,414	377,898	9,364	0	0	387,262
Redfield Park Reserve	33,375	1,059	0	0	34,434	33,375	827	0	0	34,202
Ocean Farm Recreation Reserve	33,048	1,049	0	0	34,097	33,048	819	0	0	33,867
Tip Rationalisation Reserve	2,247,610	71,328	346,992	(350,000)	2,315,930	2,247,610	55,695	0	0	2,303,305
Lancelin Community Sport and Recreation Reserve	135,553	4,302	28,258	0	168,113	135,553	3,359	0	0	138,912
Community Infrastructure Reserve	50,660	1,608	12,000	0	64,268	50,660	1,255	0	0	51,915
Staff Housing Reserve	6,090	193	0	0	6,283	6,090	151	0	0	6,241
Future Infrastructure Reserve	561,370	17,815	0	0	579,185	561,370	13,911	0	0	575,281
Guilderton Country Club Reserve	30,544	969	8,829	0	40,342	30,544	757	0	0	31,301
Coastal Management Reserve - Coastal Inundation	411,494	13,059	100,000	(85,000)	439,553	411,494	10,197	0	0	421,691
Guilderton Foreshore Reserve	326,964	10,376	104,077	(50,000)	391,417	326,964	8,102	0	0	335,066
Seniors Housing Reserve	151,327	4,802	25,000	(152,622)	28,507	151,327	3,750	0	0	155,077
Gingin Railway Station Reserve	6,095	193	0	0	6,288	6,095	151	0	0	6,246
Contributions to Roads Reserve - Cullalla Road Intersection	47,862	1,519	0	0	49,381	47,862	1,186	0	0	49,048
Contribution to Roads Reserve - Chitna Road	3,191	101	0	0	3,292	3,191	79	0	0	3,270
Contribution to Roads Reserve - Balance of Muni Funds	21,496	682	0	0	22,178	21,496	533	0	0	22,029
Community Infrastructure Reserve - Lower Coastal Fire Control	26,804	851	0	0	27,655	26,804	664	0	0	27,468
Community Infrastructure Reserve - Gingin Logo Plates	9,473	301	300	0	10,074	9,473	235	0	0	9,708
Community Infrastructure Reserve - Gingin Ambulance	63,248	2,007	6,000	0	71,255	63,248	1,567	0	0	64,815
Community Infrastructure - Lancelin Ambulance	19,637	623	18,000	0	38,260	19,637	487	0	0	20,124
Public Open Space Reserve	69,174	2,195	0	0	71,369	69,174	1,714	0	0	70,888
Guilderton Trailer Parking Reserve	39,609	1,257	5,976	0	46,842	39,609	994	0	0	40,603
Gingin Outdoor Activity Space	5,628	179	0	0	5,807	5,628	127	0	0	5,755
Gingin Resilience Fund	13,750	436	10,250	0	24,436	13,750	341	0	0	14,091
Contribution to Roads Reserve - Aurisch Road Maintenance	12,500	397	12,500	(12,500)	12,897	12,500	310	0	0	12,810
Community Infrastructure - Development Reserve Fund Lot 601 Brockman Street (Brookview Estate)	45,600	1,447	48,000	0	95,047	45,600	1,130	0	0	46,730
Community Infrastructure- Development Reserve Lancelin South	0	0	52,000	0	52,000	0	0	0	0	0
	7,405,097	235,000	1,396,182	(1,601,279)	7,435,000	7,405,097	183,496	0	0	7,588,593

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	90,000	0	0	0
Buildings - specialised	538,108	422,503	82,552	(339,951)
Plant and equipment	2,160,235	494,035	1,197,402	703,367
Vehicles	411,700	156,500	126,654	(29,846)
Acquisition of property, plant and equipment	3,200,043	1,073,038	1,406,609	333,571
Infrastructure - roads	4,390,146	2,601,951	2,154,680	(447,271)
Infrastructure - footpaths	205,063	0	0	0
Infrastructure - parks & ovals	375,765	315,765	98,671	(217,094)
Infrastructure - other	1,025,776	323,804	283,875	(39,929)
Infrastructure - bridges	3,292,066	0	0	0
Infrastructure - Landfills	350,000	48,848	48,848	(0)
Work in progress - Infrastructure	0	0	6,283	6,283
Acquisition of infrastructure	9,638,816	3,290,368	2,592,357	(698,011)
Total capital acquisitions	12,838,859	4,363,406	3,998,966	(364,440)
Capital Acquisitions Funded By:				
Capital grants and contributions	7,960,605	2,543,528	2,939,956	396,428
Borrowings	1,000,000	0	0	0
Other (disposals & C/Fwd)	973,909	83,000	129,500	46,500
Reserve accounts				
Plant and Equipment Reserve	636,726	0	0	0
Land and Buildings Reserve	196,954	0	0	0
Seniors Housing Reserve	152,622	0	0	0
Contribution - operations	1,918,043	1,736,878	929,509	(807,369)
Capital funding total	12,838,859	4,363,406	3,998,966	(364,440)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

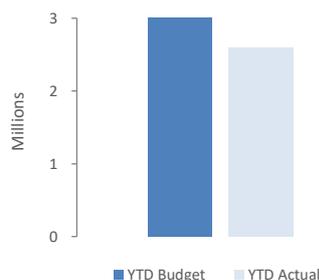
Initial recognition and measurement for assets held at cost

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

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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

Payments for Capital Acquisitions



**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



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

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

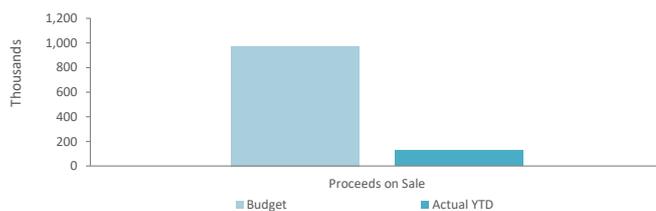
	Account Description	Amended		YTD Actual	Variance
		Budget	YTD Budget		(Under)/Over
		\$	\$	\$	\$
█	BC11100-141101120 Granville Civic Centre - Building (Capital) Kitchen	60,000	60,000	0	(60,000)
█	BC11160-141101120 Guilderton Hall - Building (Capital)	10,000	10,000	7,215	(2,785)
█	BC1190-141103120 Ablution Block - Lancelin Pioneer Park - Building	8,300	8,300	0	(8,300)
█	BC1192A-141103120 Lancelin Harold Park Gazebo - Building (Capital)	40,000	25,000	0	(25,000)
█	BC13260-141302120 Guilderton Caravan Park - Building (Capital)	120,000	70,000	0	(70,000)
█	BC13261-141302120 Guilderton Caravan Park Office/Residence - Building	24,999	14,581	0	(14,581)
█	BC14200-141402120 Gingin Administration Office - Building (Capital)	82,000	82,000	8,800	(73,200)
█	BC5100-140501120 Gingin Colocation Fire Facility - Building (Capital)	40,187	0	0	0
█	BC9490-140904120 Seniors Units - Lancelin - Building (Capital)	152,622	152,622	66,537	(86,085)
█	LC13200-141302080 Guilderton Foreshore Road Reserve Land (Capital)	90,000	0	0	0
█	PO-141402330 Purchase of CEO Vehicle 0GG - (Capital)	100,000	100,000	62,427	(37,573)
█	P002-141203300 Replacement of Prime Mover GG002	378,550	0	0	0
█	P005-140501310 4WD Utility Dual Cab CESM	0	0	8,569	8,569
█	P019-141203300 Purchase of Tractor GG019 - Capital Project	135,000	135,000	0	(135,000)
█	P045-141203300 Volvo FM13 Prime Mover	378,550	0	0	0
█	P05-140501300 Cowalla BFB Light Tanker GG05 - Plant Capital	0	0	247,803	247,803
█	P056-141203300 Flatbed Crew Cab Truck GG056 - Plant Capital	350,000	0	0	0
█	P066-141203300 Replacement of Water Truck GG066	359,035	359,035	366,291	7,256
█	P076-140501310 Beermullah Light Tanker GG076 - (Capital)	255,200	0	0	0
█	P077-140501300 Gingin West Fire Tanker GG077 - Plant Capital	549,100	0	555,563	555,563
█	P4-141006310 EMRDS 4GG Replacement- (Capital)	56,500	56,500	55,658	(842)
█	PE11200-141102300 Gingin Aquatic Centre (Plant Capital) Coffee Machine	0	0	5,280	5,280
█	-141102300 Gingin Aquatic Centre - Generator	10,000	0	0	0
█	-141201300 ROADC- Plant And Equipment (Capital) MUN	0	0	7,134	7,134
█	-141402300 ADMIN - Plant and Equipment (Capital) MUN	0	0	15,331	15,331
█	BR661-141201670 Weld St Bridge - Bridge (Capital)	3,292,066	0	0	0
█	BSR0001-141007900 Bus Shelter Replacement Program	16,557	0	0	0
█	DC000-141201650 Drainage Construction	30,750	0	0	0
█	DC097-141201660 Brockman Street - Gingin - Drainage Capital	40,000	0	0	0
█	FC000-141201700 Footpath Construction	205,063	0	0	0
█	LF10100-141007650 Construction Costs Capital Gingin Landfill	350,000	48,848	48,848	(0)
█	OC11100-141103900 Granville Park - Infrastructure Other (Capital)	0	0	14,750	14,750
█	OC1119-141103900 Guilderton Caravan Park Infrastructure Other (Capital)	10,000	10,000	0	(10,000)
█	OC11302-141103900 Lancelin Bowling Greens - Infrastructure Other (Ca	253,219	253,219	257,697	4,478
█	OC12290-141201900 Lancelin/Ledge Point Depot- Infrastructure Other (11,000	11,000	11,428	428
█	OC13261-141302900 Guilderton Caravan Park Infrastructure Other (Capi	85,000	49,585	0	(49,585)
█	PC1100-141103700 Gingin Granville Park Works (Capital)	34,750	34,750	39,583	4,833
█	PC11390-141103700 Lancelin Recreation Grounds Power Upgrade	63,500	63,500	54,088	(9,412)
█	PC1189-141103700 Ledge Point Off-Road Vehicle Area - Capital works	57,515	57,515	5,000	(52,515)
█	PC13260-141302700 Guilderton Caravan Park Infrastructure	120,000	70,000	0	(70,000)
█	PC14200-141402700 Gingin Administration Office - Park (Capital)	90,000	90,000	0	(90,000)
█	R2R002-141201450 Gingin Brook Road (R2R)	0	0	280,117	280,117
█	R2R006-141201450 Orange Springs Road (R2R)	1,124,118	1,124,118	923,660	(200,458)
█	R2R010-141201440 Ledge Point Road (R2R)	168,669	168,669	125,201	(43,468)
█	R2R012-141201460 Wannamal Road West (R2R)	611,736	52,810	52,810	(0)
█	R2R059-141201450 Seabird Road (R2R)	162,030	162,030	128,824	(33,206)
█	R2R278-141201450 Sadler Road (R2R)	364,656	364,656	314,198	(50,458)
█	RC009-141201420 Cullalla Road (Capital)	428,852	0	0	0
█	RRG001-141201490 Mooliabeenee Road (RRG)	1,459,335	729,668	329,869	(399,799)
█	SC10300-141302900 Guilderton Caravan Park - Replace Waste Water - de	650,000	0	0	0
█	TD0001-141103700 Gingin Heritage Trail Realign and Upgrade	10,000	0	0	0
█	-141302910 TOUR - Infrastructure Other- WIP (Capital) MUN	0	0	6,283	6,283
	Total	12,838,859	4,363,406	3,998,966	(364,440)

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
	GG05 Cowalla BFB Light Tanker	6,700	45,000	38,300	0	0	0	0	0
	GG077 Gingin West BFB Fire Tanker	7,299	90,000	82,701	0	0	0	0	0
	GG071 Ledge Point BFB Fire Tanker	0	0	0	0	9,500	30,000	20,499	0
	GG056 Truck	66,636	15,000	0	(51,636)	0	0	0	0
	GG6015 VMB Trailer	762	5,000	4,238	0	0	0	0	0
	GG12533 Portable Traffic Light Trailer	3,209	5,000	1,791	0	0	0	0	0
	GG12534 Portable Traffic Light Trailer	2,573	5,000	2,427	0	0	0	0	0
	GG045 Primer Mover	69,853	104,546	34,693	0	0	0	0	0
	GG066 Prime Mover	60,000	36,363	0	(23,637)	60,000	36,364	0	(23,636)
	GG002 Prime Mover	25,334	85,000	59,666	0	0	0	0	0
	GG019 John Deere Tractor	35,636	65,000	29,364	0	35,636	63,136	27,500	0
	Hertz Oil Injected Compressor	0	0	0	0	4,262	0	0	(4,262)
	4GG Executive Vehicle	18,000	18,000	0	0	0	0	0	0
	Gingin Tip Fencing Upgrade	0	0	0	0	14,557	0	0	(14,557)
Infrastructure - Parks and ovals									
	Granville Park benches and seating replacement	4,368	0	0	(4,368)	3,375	0	0	(3,375)
	Lancelin Bowling Green 10 rink synthetic bowling green	0	0	0	0	4,255	0	0	(4,255)
Land									
	Lancelin Plaza	0	500,000	500,000	0	0	0	0	0
		300,370	973,909	753,180	(79,641)	131,584	129,500	47,999	(50,085)



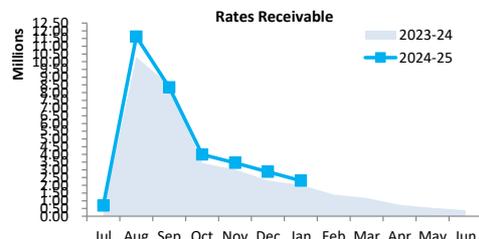
**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 June 2024	31 Jan 2025
	\$	\$
Opening arrears previous years	399,663	757,894
Levied this year	9,437,442	11,109,382
Less - collections to date	(9,079,211)	(9,565,157)
Gross rates collectable	757,894	2,302,119
Net rates collectable	757,894	2,302,119
% Collected	92.3%	80.6%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	60,478	7,131	113,618	97,508	278,734
Percentage	0.0%	21.7%	2.6%	40.8%	35.0%	
Balance per trial balance						
Trade receivables						278,734
GST receivable						64,200
Allowance for credit losses of trade receivables						(23,346)
Legal costs - recovery of rates						71,869
Rubbish fees						128,069
Total receivables general outstanding						519,526

Amounts shown above include GST (where applicable)

KEY INFORMATION

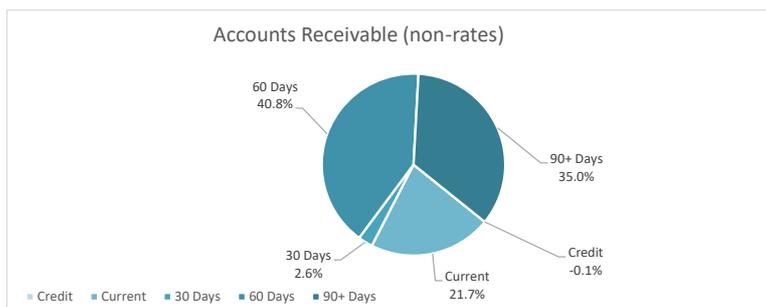
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 January 2025
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	2,378	0	(1,183)	1,195
Financial assets at amortised cost - advances	1,999	0	(995)	1,004
Inventory				
Fuel	18,527	185,667	(186,915)	17,279
History Books	14,087	0	0	14,087
Other assets				
Prepayments	26,861	0	(26,861)	0
Contract assets				
Contract assets	231,651	114,233	(109,821)	236,064
Total other current assets	295,503	299,900	(325,775)	269,629

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Contract assets

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

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

OPERATING ACTIVITIES

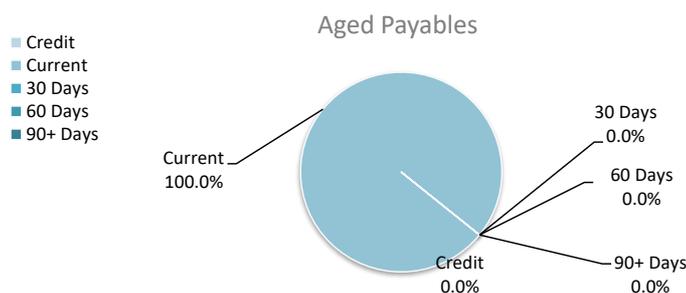
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	277,660	0	0	0	277,660
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						277,660
ATO liabilities						28,793
Prepaid rates						133,251
Bonds & deposits						827,021
Accrued interest on long term borrowings						27,586
Total payables general outstanding						1,294,311

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.1.1**

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$/ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
GRV Townsites	0.098154	1,605	30,810,226	3,024,147	0	3,024,147	3,024,143	45,787	3,069,931
GRV Other	0.098154	1,006	18,708,225	1,836,287	0	1,836,287	1,836,285	15,159	1,851,444
Unimproved value									
UV Rural	0.004742	448	436,333,000	2,069,091	0	2,069,091	2,069,091	5,728	2,074,819
UV Other	0.004742	3	2,955,000	14,013	0	14,013	14,013	41,816	55,829
UV Intensive/Mining	0.006999	122	107,808,000	754,548	0	754,548	754,548	(1,025)	753,523
UV Exploraton Mining	0.004742	0	0	0	0	0	0	(5,960)	(5,960)
Sub-Total		3,184	596,614,451	7,698,086	0	7,698,086	7,698,080	101,505	7,799,586
Minimum payment									
Minimum Payment \$									
Gross rental value									
GRV Townsites	1,323	1,029	9,693,909	1,361,367	0	1,361,367	1,361,367	0	1,361,367
GRV Other	1,323	718	4,097,180	949,914	0	949,914	949,914	0	949,914
Unimproved value									
UV Rural	1,531	374	88,854,600	572,594	0	572,594	572,594	0	572,594
UV Other	1,531	36	6,771,000	55,116	0	55,116	55,116	0	55,116
UV Intensive/Mining	2,609	121	28,331,426	315,689	0	315,689	315,689	0	315,689
UV Exploraton Mining	1,531	36	135,529	55,116	0	55,116	55,116	0	55,116
Sub-total		2,314	137,883,644	3,309,796	0	3,309,796	3,309,796	0	3,309,796
Amount from general rates						11,007,882			11,109,382
Ex-gratia rates						6,850			0
Total general rates						11,014,732			11,109,382

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Tip Rationalisation Site	111	352,042	0	0	(11,956)	(24,301)	340,086	327,741	(11,424)	(22,460)
Seabird Sea Wall	127	58,575	0	0	(22,993)	(22,993)	35,582	35,582	(1,327)	(1,327)
Guilderton Country Club Hall Extension	114	210,889	0	0	(23,240)	(47,310)	187,649	163,579	(7,529)	(14,228)
Regional Hardcourt Facility	120	165,802	0	0	(14,238)	(28,952)	151,564	136,850	(5,538)	(10,600)
Regional Hardcourt Facility	124A	164,953	0	0	(12,254)	(24,761)	152,699	140,192	(3,406)	(6,559)
Gingin Swimming Pool Tiling	126	33,800	0	0	(8,256)	(16,640)	25,544	17,160	(524)	(920)
Gingin Outdoor Activity Space	132	126,526	0	0	(8,624)	(17,310)	117,902	109,216	(906)	(1,750)
Lancelin Cunliffe Street Carpark	133	229,758	0	0	(10,468)	(21,175)	219,290	208,583	(5,235)	(10,232)
Altus Financials Suite	131	129,737	0	0	(4,827)	(9,702)	124,910	120,035	(1,257)	(2,468)
Lot 44 Weld Street, Gingin	123	96,348	0	0	(10,652)	(21,674)	85,696	74,674	(3,353)	(6,335)
Land for Future Gingin Sporting Precinct	134	746,000	0	0	(10,664)	(21,612)	735,337	724,388	(19,896)	(39,508)
Guilderton Caravan Park Stage 1 Upgrade	New	0	0	1,000,000	0	0	0	1,000,000	0	0
		2,314,430	0	1,000,000	(138,173)	(256,430)	2,176,258	3,058,000	(60,395)	(116,387)
Total		2,326,847	0	1,000,000	(139,356)	(258,807)	2,187,492	3,068,040	(60,529)	(116,642)
Current borrowings		258,807					119,452			
Non-current borrowings		2,068,040					2,068,040			
		2,326,847					2,187,492			

Self supporting loans

Ledge Point Country Club Cool Room		12,417	0	0	(1,183)	(2,377)	11,234	10,040	(134)	(255)
		12,417	0	0	(1,183)	(2,377)	11,234	10,040	(134)	(255)

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

New borrowings 2024-25

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Guilderton Caravan Park Stage 1 Upgrade	0	1,000,000		Council	10	0	4.93	0	(1,000,000)	0
	0	1,000,000				0		0	(1,000,000)	0

KEY INFORMATION

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

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

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

FINANCING ACTIVITIES

12 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2024	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Lancelin administration office	1A	7,813	0	0	(4,503)	(7,812)	3,309	1	(152)	(221)
Photocopier NEW	2A	0	22,880	0	(1,791)	0	21,089	0	0	0
IT Server	4	25,273	0	0	(10,350)	(17,792)	14,923	7,481	0	(222)
Total		33,086	22,880	0	(16,644)	(25,604)	39,321	7,482	(152)	(443)
Current lease liabilities		25,605					13,787			
Non-current lease liabilities		7,481					25,534			
		33,086					39,321			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

OPERATING ACTIVITIES

13 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 January 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		816,808	0	44,721	(180,507)	681,022
Capital grant/contributions liabilities		1,836,861	0	2,377,786	(2,035,350)	2,179,297
Total other liabilities		2,653,669	0	2,422,507	(2,215,858)	2,860,319
Employee Related Provisions						
Provision for annual leave		625,961	0	0	0	625,962
Provision for long service leave		492,952	0	0	0	492,952
Total Provisions		1,118,913	0	0	0	1,118,914
Total other current liabilities		3,772,582	0	2,422,507	(2,215,858)	3,979,233

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 14 and 15

KEY INFORMATION

Provisions

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.1.1**

SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025

OPERATING ACTIVITIES

14 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability				Grants, subsidies and contributions revenue					YTD Revenue Actual	
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2025	Current Liability 31 Jan 2025	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations		Expected
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
General purpose funding											
Financial Assistance Grant - General Purpose	0	0	0	0	0	142,640	71,320	142,640	0	142,640	109,061
Financial Assistance Grant - Roads	0	0	0	0	0	239,583	119,791	239,583	0	239,583	51,263
Law, order, public safety											
DFES Operating Grant	0	0	0	0	0	264,970	198,726	264,970	0	264,970	118,643
Education and Welfare											
Carers Week WA Grant	0	0	0	0	0	0	0	0	0	0	11,800
Australia Day Grant	0	0	0	0	0	0	0	0	0	0	8,000
Youth Week Grant	0	0	0	0	0	0	0	0	0	0	3,000
Road Smart Youth Initiative	0	0	0	0	0	0	0	0	0	0	2,500
Community amenities											
Coastal Hazard Risk Management Plan Grant	0	0	0	0	0	10,580	6,174	10,580	0	10,580	0
CAP Grant Funding	0	0	0	0	0	45,000	45,000	45,000	0	45,000	45,000
CMPAP Coastal Inundation Integration	0	0	0	0	0	20,000	11,669	20,000	0	20,000	0
Recreation and culture											
State Library Travel Claim Lancelin Library	0	0	0	0	0	12,383	2,383	12,383	0	0	18,830
CSRFF Grant - Lancelin Bowling Club Synthetic Green- 2023-24 CSRFF July Small Grants	0	0	0	0	0	0	0	0	0	0	0
SwimVac Summer Program Free entry to pool	0	0	0	0	0	0	0	0	0	0	4,555
Transport											
Direct Road Grant MRWA	0	0	0	0	0	273,633	273,633	273,633	0	273,633	323,869
Economic Services											
	0	0	0	0	0	1,008,789	728,696	1,008,789	0	996,406	696,520
Contributions											
General purpose funding											
Rates incentive Prize Night	0	0	0	0	0	12,000	12,000	12,000	0	12,000	10,727
Law, order, public safety											
CESM Grant - DFES	0	0	0	0	0	96,143	58,271	96,143	0	96,143	78,839
BRMO Grant - DFES	108,981	44,721	(28,647)	125,055	125,055	111,618	111,618	111,618	0	111,618	32,042
MAF Mitigation - DFES	108,607	0	(108,607)	0	0	500,000	142,858	500,000	0	500,000	222,820
Gingin Resilience Project - Mindaroo Foundation	155,290	0	(43,253)	112,037	112,037	140,000	140,000	140,000	0	140,000	42,635
Community amenities											
Development - Planning contributions	0	0	0	0	0	88,000	51,331	88,000	0	88,000	71,822
Recreation and culture											
Naming Sponsorship - Gingin Aquatic Centre - Image Resources	0	0	0	0	0	10,000	10,000	10,000	0	10,000	10,050
Contribution income for suite of events	0	0	0	0	0	18,401	10,738	18,401	0	18,401	0
Transport											
Contribution income for Aurisch Road Maintenance	0	0	0	0	0	12,500	12,500	12,500	0	12,500	23,750
Economic Services											
Guilderton Caravan Park Deposit Liability	443,931	0	0	443,931	443,931	0	0	0	0	0	0
Market PLI contributions	0	0	0	0	0	2,000	1,169	2,000	0	2,000	288
Project Gingin Contribution to Digital Sign	0	0	0	0	0	90,000	90,000	0	90,000	90,000	0
	816,809	44,721	(180,507)	681,022	681,022	1,080,662	640,485	990,662	90,000	1,080,662	492,973
TOTALS	816,809	44,721	(180,507)	681,022	681,022	2,089,451	1,369,181	1,999,451	90,000	2,077,068	1,189,493

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.1.1**

**SHIRE OF GINGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

INVESTING ACTIVITIES

15 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2025	Current Liability 31 Jan 2025	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	
Capital grants and subsidies								
Law, order, public safety								
DFES - Capital Grant - Buildings	40,187	0	0	40,187	40,187	0	618	
DFES - Capital Grant - Vehicles	0	0	0	0	0	804,300	803,366	
Law, order, public safety								
Ledge Point Off-road Vehicle Area	0	58,905	0	58,905	58,905	53,015	0	
Recreation and culture								
Lancelin Bowling Club - DLGSC Grant and Bendigo Bank Grant	0	72,958	(72,958)	0	0	138,541	138,541	138,541
Transport								
LRCI - Unspent Funds Roads	67,513	0	0	67,513	67,513	428,851	0	0
Roads to Recovery	6,504	959,701	(320,702)	645,503	645,503	959,701	0	314,198
Roads to Recovery Special Funding	1,372,596	0	(1,372,596)	0	0	1,338,504	1,338,504	1,379,100
Regional Road Group (Mooliabeenee Rd)	0	305,554	(269,094)	36,460	36,460	766,898	223,641	269,095
Financial Assistance Grants - Special Projects	350,061	980,668	0	1,330,729	1,330,729	350,061	0	0
Footpaths Funding	0	0	0	0	0	100,000	0	0
Weld St Bridge Funding	0	0	0	0	0	2,942,005	0	0
	1,836,861	2,377,786	(2,035,350)	2,179,297	2,179,297	7,922,063	2,504,986	2,904,918
Capital contributions								
Recreation and culture								
Lancelin Bowling Club Contribution for Lancelin Bowling Greens	0	0	0	0	0	38,542	38,542	35,038
	0	0	0	0	0	38,542	38,542	35,038
TOTALS	1,836,861	2,377,786	(2,035,350)	2,179,297	2,179,297	7,960,605	2,543,528	2,939,956

MINUTES ORDINARY COUNCIL MEETING 18 FEBRUARY 2025

APPENDIX 13.1.1

BOARD OF CHIEFS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025
* IN ACCORDANCE WITH SECTION 10

Amendments to original budget since budget adoption. Surplus/(Deficit)					Non Cash	Increase in	Decrease in	Budget
Description	GL/Project Code	Council Resolution	Classification		Adjustment	Available Cash	Available Cash	Running
					\$	\$	\$	\$
Budget adoption								0
Management Approval -Approved to move \$7,000 budget to W11314	OC11314A	AUG 2024/2025	Capital expenses			7,000		7,000
Management Approval- Gingin Recreation Centre Hardcourt Maintenance contribution to repairs	W11314	AUG 2024/2025	Operating expenses				(7,000)	0
Management Budget Amendment - Project Gingin Contribution to Digital Sign	131402000	SEP 2024/2025	Operating revenue			90,000		90,000
Management Budget Amendment - Community Digital Signcontribution Project Gingin	PC14200	SEP 2024/2025	Capital expenses				(90,000)	0
Management budget amendment - Reg 17 Audit fees to project AC14200	120402510	SEP 2024/2025	Operating expenses			20,000		20,000
Management budget amendment - Reg 17 Audit fees to project AC14200	AC14200	SEP 2024/2025	Operating expenses				(20,000)	0
OCM 17 September 2024 – Item 12.2 Relocation of Gazebo – Harold Park Lancelin	BC1192A	SEP 2024/2025	Capital expenses			10,000		10,000
OCM 17 September 2024 – Item 12.2 Relocation of Gazebo – Harold Park Lancelin	151005810	SEP 2024/2025	Capital revenue				(40,000)	(30,000)
OCM 17 September 2024 – Item 12.2 Relocation of Gazebo – Harold Park Lancelin	151107810	SEP 2024/2025	Capital revenue			30,000		0
Community and Sporting Club – Request to Increase Transfer of Reserve Funds for Pump Shed	CI11306	SEP 2024/2025	Capital expenses			1,617		1,617
Community and Sporting Club – Request to Increase Transfer of Reserve Funds for Pump Shed	151103810	SEP 2024/2025	Capital revenue				(1,617)	0
OCM 15 October 2024 Item 13.1 Gingin South Volunteer BFB Support Trailer - purchase of trailer	120505690	OCT 2024/2025	Operating expenses			4,182		4,182
OCM 15 October 2024 Item 13.1 Gingin South Volunteer BFB Support Trailer - BFB Contribution	130505000	OCT 2024/2025	Operating revenue				(4,182)	0
CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - transfer from reserve	151203810	OCT 2024/2025	Capital revenue			56,500		56,500
Replacement 4GG - transfer sale proceeds to plant reserve	141203810	OCT 2024/2025	Capital expenses				(18,000)	38,500
CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - Proceeds on disposal of 4GG	SV110600	OCT 2024/2025	Capital revenue			18,000		56,500
CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - vehicle cost	P4	OCT 2024/2025	Capital expenses				(56,500)	0
Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	BC11361	OCT 2024/2025	Capital expenses			10,000		10,000
Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	151103810	OCT 2024/2025	Capital revenue			10,000		10,000
Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	151107810	OCT 2024/2025	Capital revenue				(10,000)	0
contribution for Seabird Hall shadecloth replacement	CE11100	OCT 2024/2025	Operating expenses				(7,200)	(7,200)
Management budget amendment – reallocate contribution for Seabird Hall shadecloth replacement	BC11170	OCT 2024/2025	Capital expenses			7,200		0
OCM 21/01/2025 Item 15.2 Replacement of GG019 Tractor	151203810	JAN 2024/2025	Capital revenue			70,000		70,000
OCM 21/01/2025 Item 15.2 Purchase of replacement tractor GG019	P019	JAN 2024/2025	Capital expenses				(135,000)	(65,000)
OCM 21/01/2025 Item 15.2 Purchase of replacement tractor GG019	151203500	JAN 2024/2025	Capital revenue			65,000		0
						399,499	(399,499)	0

13.2 LIST OF PAID ACCOUNTS JANUARY 2025

File	FIN/25
Author	Emma Edwards - Accounts Payable Officer
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Voucher List - January 2025 [13.2.1 - 7 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

For Council to note the payments made in January 2025.

BACKGROUND

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

COMMENT

Accounts totalling \$1,503,508.87 were paid during the month of January 2025.

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

The schedule details:

- | | |
|---|----------------|
| • Municipal Fund electronic funds transfers (EFT) | \$1,242,765.48 |
| • Municipal Fund cheques | \$0.00 |
| • Municipal Fund direct debits | \$260,743.39 |

TOTAL MUNICIPAL EXPENDITURE **\$1,503,508.87**

TOTAL EXPENDITURE **\$1,503,508.87**

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
Reg. 13A – Payments by employees via purchasing cards.

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

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocations.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Kestel **SECONDED:** Councillor Stewart

That Council note all payments made by the Chief Executive Officer under Delegation 1.1.13 for January 2025 totalling \$1,503,508.87 as detailed in the appendices to this report, comprising:

- | | |
|---|----------------|
| • Municipal Fund electronic funds transfers (EFT) | \$1,242,765.48 |
| • Municipal Fund cheques | \$0.00 |
| • Municipal Fund direct debits | \$260,743.39 |

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.2.1**

Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2025 - 31/01/2025

TYPE	DATE PAID	NAME	Payment Category	DETAILS	AMOUNT
			L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor		
PAY-134	2/01/2025	Shire of Gingin		Net Pays for PE: 02/01/2025	170,687.52
EFT-43381	6/01/2025	AMPAC Debt Recovery WA Pty Ltd		Debtors Debt Recovery Commission	101.20
EFT-43382	6/01/2025	Australian Taxation Office (PAYG)		Payroll Deduction for PE: 02/01/2025	46,762.00
EFT-43383	6/01/2025	Bitutek Pty Ltd		Gingin Brook Road Capital Works	49,846.50
EFT-43384	6/01/2025	BOC Pty Ltd		Gas & Oxygen Supplies for the Workshop & Gingin Medical Centre	110.90
EFT-43385	6/01/2025	Brightmark Group Pty Ltd		Cleaning	28,071.82
EFT-43386	6/01/2025	CFMEU		Payroll Deduction for PE: 02/01/2025	60.00
EFT-43387	6/01/2025	Cooee Couriers & Transport		Courier Charges	3,187.80
EFT-43388	6/01/2025	Cromag Pty Ltd T/A Sigma Telford Group		Gingin Aquatic Centre: Chlorine	572.00
EFT-43389	6/01/2025	Eagleye Technical Services		Gingin Medical Centre: Replace 2 x Medical Extractor Fans	3,058.00
EFT-43390	6/01/2025	Gingin Trading		Hardware Store Purchases: Gingin	4,327.73
EFT-43391	6/01/2025	IGA Local Grocer Gingin		Supermarket Purchases: Gingin	1,380.04
EFT-43392	6/01/2025	Lancelin Trade and Rural Supplies		Hardware Store Purchases: Lancelin	1,571.43
EFT-43393	6/01/2025	LGRCEU (WA Division)		Payroll Deduction for PE: 02/01/2025	44.00
EFT-43394	6/01/2025	Paywise		PDA 405172 Payroll Salary Sacrifice Payment	1,880.19
EFT-43395	6/01/2025	Seek Limited		Employment Advertisement: Works Manager	506.00
EFT-43396	6/01/2025	Amy Shaw		Guilderton Holiday Park Refund	170.00
EFT-43397	6/01/2025	Bianca Desouza		Guilderton Holiday Park Refund	381.00
EFT-43398	6/01/2025	Georgios Geralis		Rate Refund: Rebate, Property Settlement	727.78
EFT-43399	6/01/2025	Louisa O'Connor		Guilderton Holiday Park Refund	97.00
EFT-43400	6/01/2025	Mark Stoneman		Guilderton Holiday Park Refund	55.00
EFT-43401	6/01/2025	Roxanne Skinner		Rate Refund: Duplicate Settlement Payment	2,078.20
EFT-43402	9/01/2025	Shire of Gingin		Construction Training Fund (CTF)	61.65
EFT-43403	9/01/2025	ADT Security		Gingin Administration Office: Alarm Subscription	120.00
EFT-43404	9/01/2025	Apex Refrigeration WA		Moore River Café Guilderton: Cool Room Repair	922.79
EFT-43405	9/01/2025	Australia Post		Small Letters: Reply Paid and Imprint charge	3.98
EFT-43406	9/01/2025	Avon Waste		Kerbside Collection Services	18,188.06
EFT-43407	9/01/2025	Brightmark Group Pty Ltd		Cleaning	5,966.40
EFT-43408	9/01/2025	Brown Automotive		Services GG074, GG073, GG040, GG096	1,810.00
EFT-43409	9/01/2025	Civil Products WA		Lancelin Off Road Area: Signs	330.00
EFT-43410	9/01/2025	Complete Office Supplies Pty Ltd		Rangers: Wall Planner	109.60
EFT-43411	9/01/2025	CSStech		Mobile and Office Phone Management	165.00
EFT-43412	9/01/2025	Daimler Trucks Perth		GG088: Service Kit	324.47
EFT-43413	9/01/2025	Dielectric Security Systems		Gingin Medical Centre, Guilderton Caravan Park, Gingin Shire Office - Alarm Monitoring	464.97
EFT-43414	9/01/2025	Duncan Solutions		Guilderton Parking Meters: Credit Card Transactions and Monthly Support	226.90
EFT-43415	9/01/2025	Thompson Surveying Consultants		Gingin Waste Facility: Site Survey	9,900.00
EFT-43416	9/01/2025	Fire Protection Association Australia		Bushfire Attack Level Short Course	3,800.00
EFT-43417	9/01/2025	Five Senses Coffee Pty Ltd		Gingin Aquatic Centre: Coffee Machine and Grinder	3,564.00
EFT-43418	9/01/2025	Frontline Fire and Rescue Equipment		BFB PPE Order: Particulate Filters	108.90
EFT-43419	9/01/2025	Gingin District Community Resource Centre Inc		Annual Advertising: Country & Coast Double Gingin Buzz	2,200.00
EFT-43420	9/01/2025	Gingin Fuel and Tyres Pty Ltd		Towing of Abandoned Vehicle, GG073: New Tyres, GG026: Tyre repair, GG076: Replacement Tyre, GG03: Tyre Valve Extension	3,476.50
EFT-43421	9/01/2025	Gingin Tree Services		Mortimer Street Gingin: Powerline Tree Pruning, Gingin Aged Unit: Tree Removal	5,335.00
EFT-43422	9/01/2025	Gull Gingin Pty Ltd		Catering: Christmas Depot	220.00
EFT-43423	9/01/2025	Iron Mountain Australia Group Services Pty Ltd		Storage Business Cartons	146.86
EFT-43424	9/01/2025	Lancelin Gull Roadhouse		Fuel Purchases December 2024	1,402.90
EFT-43425	9/01/2025	Lancelin Tree Services		Ledge Point Oval: Tree Removal	550.00
EFT-43426	9/01/2025	Landgate		GRV Interim and Country/DFEA Valuation Fees	344.43
EFT-43427	9/01/2025	Ledge's Kanga Service and Skip Bin Hire		Lancelin Jetty: Skip Bin Hire	2,200.00
EFT-43428	9/01/2025	McLeods Lawyers Pty Ltd		Legal Expenses: Transfer of Lot 443	75.42
EFT-43429	9/01/2025	Moore Australia (WA) Pty Ltd		Fringe Benefit Tax and Budgeting Workshops	2,475.00
EFT-43430	9/01/2025	Moore River Electrical Services		Guilderton Caravan Park: Electrical Repairs	638.00
EFT-43431	9/01/2025	Moore River Roadhouse		Fuel Purchases Shire: December 2024	211.71
EFT-43432	9/01/2025	Northern Valleys Fruit Pops		GG058: 20L Penrite Oil	
EFT-43433	9/01/2025	PFD Food Services Pty Ltd		Gingin Aquatic Centre: Kiosk Fruit Pops	213.30
EFT-43434	9/01/2025	RingCentral Australia Pty Ltd		Gingin Aquatic Centre: Kiosk Items	990.52
EFT-43435	9/01/2025	Seek Limited		Monthly Expenses for office phone service	1,178.10
EFT-43436	9/01/2025	Supagas Pty Limited		Employment Advertisement: Customer Service/Administration Officer	550.00
EFT-43437	9/01/2025	Team Global Express Pty Ltd		Lefroy Street, Gingin: Yearly equipment charge, 45kg LPG cylinder	49.50
EFT-43438	9/01/2025	Waterlogic Australia Pty Ltd		Courier Charges: BFB PPE Order	51.22
				Rental and service of SD5 Cool & Cold Countertop and Clean Stream 01/01/2025 - 31/01/2025	167.68

**MINUTES
ORDINARY COUNCIL MEETING
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**APPENDIX
13.2.1**

Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2025 - 31/01/2025

TYPE	DATE PAID	NAME	DETAILS	AMOUNT	
EFT-43439	9/01/2025	Woodridge Horse and Pony Club	Community Grants: Upgrade to Club Rooms	1,500.00	G
EFT-43440	9/01/2025	Work Clobber	Community Grants: 50% PLI		
EFT-43441	9/01/2025	Belinda Fischer	Operations Team: Safety Boots	324.00	
EFT-43442	9/01/2025	Henry Morris	Dog Registration Refund: Sterilisation	150.00	R
EFT-43443	9/01/2025	Tony Pisconeri	Loader Services at Gingin, Lancelin and Seabird Landfill Facilities	25,258.00	L
EFT-43444	13/01/2025	Brown Automotive	Waste Facility Management: Seabird & Lancelin	17,374.00	
EFT-43445	13/01/2025	Cromag Pty Ltd T/A Sigma Telford Group	GG070: Service	425.00	L
EFT-43446	13/01/2025	Department of Mines, Industry Regulation and Safety - Bond Administrator DMIR	Gingin Aquatic Centre: Chlorine & Pool Testing Tablets	1,067.00	
EFT-43447	13/01/2025	Dielectric Security Systems	Building Services Levy (BSL)	5,961.11	F
EFT-43448	13/01/2025	Duncan Solutions	Lancelin Shire Office: Alarm Monitoring Fees	454.19	
EFT-43449	13/01/2025	Gingin Fuel and Tyres Pty Ltd	Guilderton Parking Meters: Credit Card Transactions and Monthly Support	387.59	
EFT-43450	13/01/2025	Guilderton Community Association Inc (GCA)	Gingin Aquatic Centre: 2 x 45kg LPG Gas Cylinder and Delivery, GG077: Replace Tyre & Tube	563.00	L
EFT-43451	13/01/2025	Guilderton Country Club Inc.	Community Grants 2024: 50% PLI	407.26	G
EFT-43452	13/01/2025	Jupiter Health and Medical Services (Lancelin Medical Centre)	Electricity Supply and Usage Reimbursement	149.35	R
EFT-43453	13/01/2025	Ledge's Kanga Service and Skip Bin Hire	Accommodation Costs for Dr at Lancelin Medical Centre	6,800.00	
EFT-43454	13/01/2025	McLeods Lawyers Pty Ltd	Lancelin Jetty: Skip Bin Hire	2,200.00	L
EFT-43455	13/01/2025	Moore River Roadhouse	Dog Act 1976 Prosecution, Legal Cost Planning	3,859.24	
EFT-43456	13/01/2025	Opteon Property Group Pty Ltd	Compliance, Unauthorised Development Prosecution		
EFT-43457	13/01/2025	PFD Food Services Pty Ltd	Fuel Purchases Brigade: December 2024	1,926.82	L
EFT-43458	13/01/2025	Shire of Gingin	Valuation of 7 Iopollo Rd, Breera for Purpose of Land Resumption	2,231.60	
EFT-43459	13/01/2025	Sonic HealthPlus Pty Ltd	Gingin Aquatic Centre: Kiosk Items	1,500.88	
EFT-43460	13/01/2025	Stewart & Heaton Clothing Co Pty Ltd	Building Services Levy (BSL)	155.00	F
EFT-43461	13/01/2025	WEX Australia Pty Ltd	Operations and Assets: Pre-employment Medical	416.90	
EFT-43462	13/01/2025	Woodridge Community Association	BFB PPE Order	1,064.45	
EFT-43463	13/01/2025	Alfred Pace	Fuel Card Purchases	2,006.58	
EFT-43464	13/01/2025	Helen Sampson	Community Grants 2024/25: Woodridge Spring Fair	2,500.00	G
EFT-43465	13/01/2025	Keith Cunningham	Rate Refund: Additional Direct Debit Payment	307.29	R
EFT-43466	13/01/2025	Martin Rane	Gingin Waste Facility Management	1,806.75	L
EFT-43467	13/01/2025	Michael Waddell	Rate Refund: Pension Rebate	801.50	R
EFT-43468	13/01/2025	Nicholas Willcocks	Rate Refund: Pension Rebate	713.00	R
EFT-43469	13/01/2025	Rebecca Foulkes-Taylor	Rate Refund: Additional Direct Debit	445.60	R
EFT-43470	13/01/2025	Van Tran	Rate Refund: Pension Rebate and Settlement	690.49	R
EFT-43471	13/01/2025	Vanessa Walker	Overpayment		
EFT-43472	13/01/2025	Vivian Roberts	Reimbursement Gingin Aquatic Centre Operations and Kiosk Supplies	129.21	S
PAY-135	16/01/2025	Shire of Gingin	Rate Refund: Overpayment	67.04	R
EFT-43473	16/01/2025	ACS Swan Express Print	Rate Refund: Overpayment at Settlement	42.15	R
EFT-43474	16/01/2025	Altus Planning Pty Ltd	Rate Refund: Duplicate Payment	1,020.50	R
EFT-43475	16/01/2025	Aurora Delta Pty Ltd	Net Pays for PE: 16/01/2025	167,867.96	
EFT-43476	16/01/2025	Avon Waste	Ranger Services: Parking Infringement & Daily Activity Books	1,427.80	
EFT-43477	16/01/2025	Brightmark Group Pty Ltd	Planning Services: Planning Review and Assessment for Cunliffe Street, Lancelin, Planning services: Planning assessment Lefroy Street, Gingin	3,943.50	
EFT-43478	16/01/2025	Bullsbrook Hardware & Rural Supplies	Pre Employment Medical - CSO (Casual)	185.00	L
EFT-43479	16/01/2025	Bunnings Buildings Supplies Pty Ltd	Kerbside Collection Services	21,547.19	
EFT-43480	16/01/2025	Construction Training Fund	Guilderton Foreshore: Peak Period Bin Collection and Cleaning	5,115.00	
EFT-43481	16/01/2025	Department of Transport	Stihl Equipment Service and Consumables, Stihl HS 600MM Hedge Trimmer	1,266.80	L
EFT-43482	16/01/2025	Thompson Surveying Consultants	Guilderton Depot: Industrial Fans	309.06	
EFT-43483	16/01/2025	Full Flow Plumbing and Gas	Construction Training Fund (CTF)	3,530.39	F
EFT-43484	16/01/2025	Gingin Fuel and Tyres Pty Ltd	Release of Information Fee Parking Infringement Notices	72.80	
EFT-43485	16/01/2025	Gingin South Volunteer Bush Fire Brigade	Seabird Waste Facility: Site Survey	11,550.00	
EFT-43486	16/01/2025	Goldpage Investments Pty Ltd	Guilderton Caravan Park: Supply and install Urinal Flush Sensors, Ablution Block Plumbing Works, Guilderton Foreshore: Ablution Block Repairs	11,533.50	L
EFT-43487	16/01/2025	Grand Toyota	GG6014: Trailer tyres, GG074: Headlight Globe, Supply & Deliver 15,500L diesel to Shire Depot on Thursday 9.01.25, Gingin Aquatic Centre: BBQ Gas Bottle Exchange, GG005: Front Tyre Replacement	33,715.85	L
			Reimbursement: Volunteer Refreshments Incident 702480	72.20	R
			Reimbursement: Cooktop Repairs, Moore River Caf�	601.87	R
			GG073: Wheel Alignment	99.00	

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Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2025 - 31/01/2025

TYPE	DATE PAID	NAME
EFT-43488	16/01/2025	Gull Gingin Pty Ltd
EFT-43489	16/01/2025	Lancelin Sands
EFT-43490	16/01/2025	Kleen West Distributors
EFT-43491	16/01/2025	Metrocount
EFT-43492	16/01/2025	Moore River News Inc
EFT-43493	16/01/2025	Moore Septics
EFT-43494	16/01/2025	Officeworks
EFT-43495	16/01/2025	RiteCert Pty Ltd
EFT-43496	16/01/2025	Shire of Gingin
EFT-43497	16/01/2025	Truck Centre WA Pty Ltd
EFT-43498	16/01/2025	WA Stump Grinding & Tree Services
EFT-43499	16/01/2025	WANT Plumbing Services Pty Ltd
EFT-43500	16/01/2025	Lancelin Mechanical
EFT-43501	16/01/2025	Kevin Vine
EFT-43502	16/01/2025	Leslie Martin
EFT-43503	16/01/2025	Linda Balcombe
EFT-43504	16/01/2025	Rebecca Firth
EFT-43505	17/01/2025	David Chambers
EFT-43506	21/01/2025	Australian Taxation Office (PAYG)
EFT-43507	21/01/2025	Bunnings Buildings Supplies Pty Ltd
EFT-43508	21/01/2025	CFMEU
EFT-43509	21/01/2025	Eagleye Technical Services
EFT-43510	21/01/2025	Flynn Drive Panel and Paint
EFT-43511	21/01/2025	Gingin Fuel and Tyres Pty Ltd
EFT-43512	21/01/2025	Greenway Turf Solutions
EFT-43513	21/01/2025	L J & M R Crowe
EFT-43514	21/01/2025	LGRCEU (WA Division)
EFT-43515	21/01/2025	M.R. Mulching
EFT-43516	21/01/2025	Moore River Electrical Services
EFT-43517	21/01/2025	Paywise
EFT-43518	21/01/2025	PFD Food Services Pty Ltd
EFT-43519	21/01/2025	Sonic HealthPlus Pty Ltd
EFT-43520	21/01/2025	WA Stump Grinding & Tree Services
EFT-43521	21/01/2025	Western Australia Police Force
EFT-43522	21/01/2025	Winc
EFT-43523	21/01/2025	Jason Weeks
EFT-43524	21/01/2025	Kenneth Emery
EFT-43525	21/01/2025	Thomas Kusters
EFT-43526	21/01/2025	Wilfred Cuperus
EFT-43527	23/01/2025	Alarm Assets Group & Austech Surveillance
EFT-43528	23/01/2025	AMPAC Debt Recovery WA Pty Ltd
EFT-43529	23/01/2025	Brown Automotive
EFT-43530	23/01/2025	Carnaby Settlements
EFT-43531	23/01/2025	Carringtons Traffic Services
EFT-43532	23/01/2025	Country Copiers
EFT-43533	23/01/2025	Crack Seal WA Pty Ltd
EFT-43534	23/01/2025	Gingin Bowling Club
EFT-43535	23/01/2025	Gingin Fuel and Tyres Pty Ltd
EFT-43536	23/01/2025	Goldpage Investments Pty Ltd
EFT-43537	23/01/2025	GR Thomson Truck Hire
EFT-43538	23/01/2025	Joondalup Marquees
EFT-43539	23/01/2025	Kleen West Distributors
EFT-43540	23/01/2025	Lancelin Tree Services
EFT-43541	23/01/2025	M.R. Mulching
EFT-43542	23/01/2025	Everything's Shiny Productions
EFT-43543	23/01/2025	Northern Valleys Fruit Pops
EFT-43544	23/01/2025	Stewart & Heaton Clothing Co Pty Ltd
EFT-43545	23/01/2025	Team Global Express Pty Ltd
EFT-43546	23/01/2025	Tiffany's Catering
EFT-43547	23/01/2025	Vorgee Pty Ltd

Payment Category	DETAILS	AMOUNT	
L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor	Small Parts Fuel Purchases: December 2024	36.01	L
		5,250.00	L
	Septic and Leach Drain Pump Out Backbeach Lancelin, Pump Out of Waste Points Lancelin/Ledge Point Ablutions		
	Supply Toiletries for Lower Coastal Ablutions	4,400.11	
	Metro Count Atlyst Subscription 24/25	10,322.40	
	Advertising: Country & Coast Double Page Spread	1,210.00	L
	Gingin Caravan Dump Point: Pump out	1,155.00	L
	2025 Desktop Calendars and Stationery Room Restock	170.34	
	Building Surveyor Annual Leave Cover	7,865.00	
	Construction Training Fund (CTF)	74.25	
	GG002: Emissions Fault Find	2,072.23	
	Woodridge Hall and Playground: Trim and Thin Heavy Branches, Dead Wood Removal	4,070.00	
	Gingin Depot: Supply and Install Drinking Water Unit	2,178.00	L
	GG033: Service	430.37	L
	Refund: Duplicate Invoice Payment	208.00	R
	Rate Refund: Over Payment Change of Ownership	34.38	R
	Councillor Quarterly Travel Expenses	337.21	C
	Guiderton Holiday Park Refund: Booking 295855	82.00	R
	EFT Payroll PE 14/01/2025	375.97	S
	Payroll Deduction for PE: 16/01/2025	45,368.00	
	Gingin Aquatic Centre: Wildlife Deterrent and Hyclor Block	161.34	
	Payroll Deduction for PE: 16/01/2025	60.00	
	Woodridge Park: Repair Reticulation Electrical Fault Moolabeenee Road: Tank Float Switch and Meter	500.50	L
	GG043: Window Glass and Mechanism Replacement	1,068.80	
	GG001: Tyre Replacement	180.00	L
	Neergabby Recreation Ground: Pesticide Tick Spray	1,320.00	
	Fire Break Orders Installation	5,750.00	L
	Payroll Deduction for PE: 16/01/2025	44.00	
	Firebreak Order Installation	3,300.00	L
	Harold Park: Repair BBQ lights	376.00	L
	PDA 407784 Payroll Salary Sacrifice Payment	1,880.19	
	Gingin Aquatic Centre: Kiosk Items	310.58	
	Pre Employment Medicals - Operations and Assets	539.00	
	Ledge Point: Western Power Tree Pruning	1,100.00	
	National Police Checks: BFB Volunteers	36.00	
	Stationery Order: Batteries, Diaries 2025 for Operations and New Office Staff	136.52	
	Councillor Quarterly Travel Expenses	1,350.01	C
	Refund: Overcharged Building Application Fee	210.80	R
	Wangaree Park Ablutions: Replace Cistern	400.00	L
	Facility Bond Refund	350.00	R
	Quarterly Alarm Monitoring	146.00	
	Debt Recovery Costs Outstanding Rates: Lodgement Fees	31,977.00	
	GG059: Service, GG073: Service, GG072: Replacement Battery	875.00	L
	Rate Refund: Settlement Agent Payment Error	522.37	R
	Traffic Management: Cowalla Bushfire INC#704958, Gingin Brook Road, Moolabeenee Road	5,943.17	
	Colour Copier Charges: Gingin & Lancelin	205.66	
	Crack Sealing: Hoy Rd, Howes Lane, CU@Park Carpark	4,268.00	
	Shire of Gingin 2024 Christmas Function	3,500.00	L
	GG088: Tyres and Disposal, Towing: Abandoned Vehicle, GG074: Tyres	3,298.50	L
	Replacement Fridge Guiderton Cafe	1,950.00	R
	Water Cartage: Maintenance Grading	9,212.50	L
	Australia Day Event Hire: Plastic Chairs	614.00	
	Upper Coastal Ablution Supplies	1,247.07	
	Seaview Park Hall: Tree Lopping	715.00	L
	Firebreak Orders Installation	1,980.00	L
	Australia Day Event: Face Painting	805.00	L
	Gingin Aquatic Centre: Kiosk Fruit Pops	216.00	L
	BFB PPE Order: Trousers, Name Badge	112.98	
	Courier Charges	34.75	
	Catering: Council Meeting and Electors Meeting	480.00	L
	Gingin Aquatic Centre: Kiosk Goggles	198.00	

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TYPE	DATE PAID	NAME	DETAILS	AMOUNT	
EFT-43548	23/01/2025	Wanneroo Isuzu Ute	GG09: Diagnostics DPS Warning	176.00	
EFT-43549	23/01/2025	Woodridge Community Association	Community Grants 2024/25 50% PLI	500.00	G
EFT-43550	23/01/2025	Yiri Pty Ltd	Citizenship Ceremony: Gifts	550.00	
EFT-43551	23/01/2025	Pamela Collette	Rate Refund: Pension Rebate	801.50	R
EFT-43552	23/01/2025	Thomas Kusters	Lancelin Back Beach Ablutions: Leach Drain Pipework, Grace Darling Park: Replacement Water Isolating Valve	953.00	L
EFT-43553	23/01/2025	Helen Sampson	Gingin Waste Facility Management	3,613.50	L
PAY-136	30/01/2025	Shire of Gingin	Net Pays for PE: 30/01/2025	176,514.59	
EFT-43554	30/01/2025	ACS Swan Express Print	Printing: Rates Instalment Notice Reminders	671.00	
EFT-43555	30/01/2025	Aurora Delta Pty Ltd	Medical Subsidy Payment October, November December	16,297.34	L
EFT-43556	30/01/2025	Avon Waste	Kerbside Collection Services	21,712.01	
EFT-43557	30/01/2025	Belgravia PRO Pty Ltd	Guilderton Caravan Park: Pure Glamping & Hire Equipment, RMS License Fees, Management Fee	52,912.64	
EFT-43558	30/01/2025	Brown Automotive	GG074: Headlight Globe	85.00	L
EFT-43559	30/01/2025	Bullbrook Water Carriers	Supply 27kl potable water Lancelin Sports Complex	1,100.00	L
EFT-43560	30/01/2025	ByProgress Pty Ltd (Monsterball Amusements & Hire)	Australia Day Event: Kids Entertainment	1,819.00	
EFT-43561	30/01/2025	Civil Engineering Assignments	Engineering Drawings: Paths, Kerbs, Drainage, Signs, Crossovers and Trees	1,911.80	
EFT-43562	30/01/2025	Coffeez N Motion	Australia Day Event 26 January 2024: Tea & Coffee	1,151.04	L
EFT-43563	30/01/2025	Complete Office Supplies Pty Ltd	Planning Department: Sit Stand Desk, Labels: Brother Printer	970.61	
EFT-43564	30/01/2025	Eagleye Technical Services	Gingin Aquatic Centre: Replace LED Batten and Gang Switch, Frogmore Depot: Automatic Float Valve Repair	855.80	L
EFT-43565	30/01/2025	Frontline Fire and Rescue Equipment	BFB PPE Order: Helmet, Cowalla BFB: Gear Stow Bag	1,771.64	
EFT-43566	30/01/2025	Full Flow Plumbing and Gas	Guilderton Caravan Park: Gas pipe repairs, Repair Burst Pipe Fitting in the Ablutions Cleaning Duct, Unblock drain, Burst Pipe Repair and Septic Covers, Ablutions Leak Repair	1,967.06	L
EFT-43567	30/01/2025	Gingin Florist	Australia Day: Floral arrangements	380.00	L
EFT-43568	30/01/2025	Gingin Fuel and Tyres Pty Ltd	Diesel: Emergency Services Generators	752.31	L
EFT-43569	30/01/2025	L J & M R Crowe	Firebreak Orders Installation	3,900.00	L
EFT-43570	30/01/2025	Moore River Electrical Services	Guilderton Caravan Park: Assess and Repair Circuit Breakers at Camp Kitchen and Office RCD	220.00	L
EFT-43571	30/01/2025	Moore Septics	Granville Park: Septic Pump Out	1,320.00	L
EFT-43572	30/01/2025	Northern Valley News	Advertising: Australia Day Breakfast	225.00	L
EFT-43573	30/01/2025	Northern Valleys Fruit Pops	Gingin Aquatic Centre: Kiosk Fruit Pops	531.90	L
EFT-43574	30/01/2025	PFD Food Services Pty Ltd	Gingin Aquatic Centre: Kiosk Items	798.54	
EFT-43575	30/01/2025	St John Ambulance Western Australia Ltd	First Aid: Instant Cold Packs	27.50	
EFT-43576	30/01/2025	Tiffany's Catering	Catering: Staff Meeting	330.00	L
EFT-43577	30/01/2025	Uniforms at Work	Planning, Health, Corporate Services Uniform Order	1,177.31	
EFT-43578	30/01/2025	WA Stump Grinding & Tree Services	Western Power Tree Prune: Jones St, Ledge Point, Robinson St: Tree Pruning	2,530.00	
EFT-43579	30/01/2025	Lancelin Mechanical	GG098: Service	362.11	L
EFT-43580	30/01/2025	Western Stabilisers	Mooliabeenee Road: Wet Mix Stabilisation	37,294.13	
EFT-43581	30/01/2025	Helen Sampson	Gingin Waste Facility Management	1,806.75	L
EFT TOTAL				1,242,765.48	
CHEQUES					
CHEQUES				0.00	
DIRECT DEBIT					
DE-5981	1/01/2025	Bendigo Bank	Bendigo Bank: Bpay Biller Fee	909.92	
DE-5982	1/01/2025	Bendigo Bank	Bendigo Bank: Transfer Fees	62.50	
DE-5956	1/01/2025	Go Go Media	Monthly On-Hold Messages Service January 2025	75.90	
DE-5916	2/01/2025	Synergy	Electricity Charges Lot 236 Brockman St Guilderton	325.99	
DE-5917	2/01/2025	Synergy	Electricity Lot 197 Chalon Ave Seabird	1,027.40	
DE-5887	2/01/2025	Water Corporation	Water Charges 63 Gingin Road Lancelin Lot 1037 RES 24019	164.44	
DE-5891	2/01/2025	Water Corporation	Water Charges Atkinson Way Lancelin Lot 323 RES 44490	685.52	
DE-5983	2/01/2025	Bendigo Bank	Bendigo Bank: Fts De Process GST	7.41	
DE-5984	2/01/2025	Bendigo Bank	Bendigo Bank: Tyro Fees Nov 24 0373067951	166.31	

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TYPE	DATE PAID	NAME	Payment Category L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor	AMOUNT
DE-5985	2/01/2025	Bendigo Bank	Tyro Fee, Trial Deposit	0.01
DE-5986	2/01/2025	Bendigo Bank	Bendigo Bank Tyro Fees December 2024	1,628.87
DE-5987	2/01/2025	Bendigo Bank	Bendigo Bank: De Fees 393032	16.05
DE-5960	2/01/2025	Precision Administration Services Pty Ltd	Payroll deduction for PE: 02/01/2025	31,991.86
DE-5922	3/01/2025	Synergy	Electricity Charges Lot 47 Chalons Ave Seabird	220.58
DE-5918	3/01/2025	Synergy	Electricity Charges Dewar St Guilderton	306.14
DE-5919	3/01/2025	Synergy	Electricity Charges Lot 11 Dewar St Guilderton	522.65
DE-5920	3/01/2025	Synergy	Electricity Charges Loc 3 Ocean Farm Dr Nilgen	1,494.37
DE-5989	3/01/2025	Bendigo Bank	Bendigo Bank: CBA Merchant Fee 0373547974	621.12
DE-5991	3/01/2025	Bendigo Bank	Bendigo Bank: Merchant Fees CBA 0373547974	64.00
DE-5990	3/01/2025	Synergy	Electricity Charges 25007 Dewar St Guilderton	1,690.39
DE-5992	3/01/2025	Bendigo Bank	Bendigo Bank: CBA Merchant Fee 0373547976	891.08
DE-5994	6/01/2025	Bendigo Bank	Bendigo: DE fees 393032	3.15
DE-5965	6/01/2025	Telstra	Telephone Charges Guilderton Caravan Park	240.00
DE-5943	6/01/2025	Synergy	Electricity Charges Fraser St Guilderton	264.09
DE-5945	6/01/2025	Synergy	Electricity Charges Lot 232 Wedge St Guilderton	352.17
DE-5944	6/01/2025	Synergy	Electricity Charges Lot 12 U A Weld St Gingin	3,051.11
DE-5995	6/01/2025	Department of Transport	Dept of Transport - Police Licensing 02.01.2025	476.05
DE-5996	7/01/2025	Department of Transport	Dept of Transport - Police Licensing 03.01.2025	3,296.05
DE-5993	8/01/2025	Shire of Gingin	Bendigo Bank (Investments), Term Deposit Transaction Ref 4906366 - Interest earned	27,125.48
DE-5946	8/01/2025	Synergy	Electricity Charges 60 King Dr Woodridge	742.25
DE-5997	8/01/2025	Department of Transport	Dept of Transport - Police Licensing 06.01.2025	5,848.55
DE-5947	9/01/2025	Synergy	Electricity Charges 7 Brockman St Gingin	1,114.47
DE-5998	9/01/2025	Department of Transport	Dept of Transport - Police Licensing 07.01.2025	10,309.00
DE-5975	10/01/2025	QPC Group	Epson WF-C21000 Click Charges	316.68
DE-5948	10/01/2025	Synergy	Electricity Charges Lot 889 Gingin Brook Rd Neergabby	255.98
DE-6002	10/01/2025	Bendigo Bank	Bendigo Bank: De Fees 393032	6.15
DE-6003	10/01/2025	Department of Transport	Dept of Transport - Police Licensing 08.01.2025	2,239.65
DE-6006	13/01/2025	Bendigo Bank	Bendigo Bank: DE Fees	4.35
DE-5950	13/01/2025	Synergy	Electricity Charges Lot 269 Seaview Dr Karakin	360.34
DE-5954	13/01/2025	Synergy	Electricity Charges 708 Ocean Farm Dr Nilgen	230.17
DE-5949	13/01/2025	Synergy	Electricity Charges Lot 99 Weld St Gingin	881.78
DE-5973	13/01/2025	Telstra	Telstra Integrated Messaging up to 21/12/2024	423.02
DE-5964	13/01/2025	Telstra	Telstra Group Plan up to 13/12/2024	1,626.98
DE-5963	13/01/2025	Telstra	Telstra Group Plan up to 21/12/2024	944.15
DE-6007	13/01/2025	Department of Transport	Dept of Transport - Police Licensing 09.01.2025	1,099.40
DE-6004	14/01/2025	Credit Card - CESM	Credit Card Purchases December 2024	199.00
DE-5999	14/01/2025	Credit Card - EMO	Credit Card Purchases December 2024	2,234.50
DE-6001	14/01/2025	Credit Card - CEO	Credit Card Purchases December 2024	4.00
DE-6000	14/01/2025	Credit Card - EMRDS	Credit Card Purchases December 2024	1,530.07
DE-6005	14/01/2025	Credit Card - EMCCS	Credit Card Purchases December 2024	2,344.92
DE-5979	14/01/2025	Viva Energy Australia Pty Ltd	Shell Card Fuel Purchases 16/12/2024 - 31/12/2024	242.98
DE-5955	14/01/2025	Synergy	Electricity Charges 13 King Dr Woodridge	1,861.22
DE-6008	14/01/2025	Department of Transport	Dept of Transport - Police Licensing 10.01.2025	5,819.15
DE-6009	15/01/2025	Bendigo Bank	Bendigo Bank- Trans Fees	90.23
DE-6010	15/01/2025	Department of Transport	Dept of Transport - Police Licensing 13.01.2025	3,436.10
DE-6011	15/01/2025	Department of Justice	15012502 - Lodgement fee for Registering 6 Unpaid Infringement(s)	516.00
DE-6012	16/01/2025	Precision Administration Services Pty Ltd	Payroll Deduction for PE: 16/01/2025	32,725.74
DE-6013	16/01/2025	Bendigo Bank	Bendigo Bank: DE fees	20.85
DE-6014	16/01/2025	Department of Transport	Dept of Transport - Police Licensing 14.01.2025	3,552.75
DE-6031	17/01/2025	Bendigo Bank	Bendigo Bank: De Fees	0.15
DE-5980	17/01/2025	Business Service Brokers T/A TeleChoice	TeleChoice Mobile charges for the period 01/12/2024 - 31/12/2024	171.00
DE-6032	17/01/2025	Department of Transport	Dept Transport - Police Licensing 15.01.2025	536.90
DE-6034	20/01/2025	Windcave Pty Ltd	Windcave Transaction fees WAU 2748915	2,649.89
DE-6035	20/01/2025	Department of Transport	Dept of Transport - Police Licensing 16.01.2025	1,240.50
DE-6037	21/01/2025	Bendigo Bank	Bendigo Bank: De Fees 393032	3.15
DE-6038	21/01/2025	Department of Transport	Dept of Transport - Police Licensing 17.01.2025	3,173.90
DE-6042	22/01/2025	Vocus Communications	Vocus Enterprise Internet P1249054 01/01/2025 - 31/01/2025	808.50
DE-6041	22/01/2025	Department of Transport	Dept of Transport - Police Licensing 20.01.2025	5,987.50
DE-6015	23/01/2025	Synergy	Electricity Charges Lot 1 Brockman St Gingin	169.85
DE-6044	23/01/2025	Department of Transport	Dept of Transport - Police Licensing 21.01.2025	2,110.20
DE-6045	23/01/2025	Bendigo Bank	Bendigo Bank - DE Fees	4.05
DE-6046	23/01/2025	Western Australian Treasury Corporation (WATC)	WATC - Annuity Lending Guarantee Fee Audit Report for period ending 31st Dec 2024	8,348.66

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.2.1**

Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2025 - 31/01/2025

TYPE	DATE PAID	NAME	Payment Category L - Local, R - Reimbursement, F - Funded, S - Staff, PF - Partially Funded, C - Councillor	DETAILS	AMOUNT
DE-6081	24/01/2025	Department of Transport		Dept of Transport - Police Licensing 22.01.2025	2,842.10
DE-5988	24/01/2025	Australia Post		Postage Charges up to 31/12/2024	8,958.96
DE-6040	24/01/2025	Water Corporation		Sewerage Charges Miragliotta St Lancelin Lot 85 RES 24018	116.40
DE-5974	24/01/2025	Westnet Internet Services		Internet Service CEO Residence 27/11/2024 - 26/12/2024	74.99
DE-6083	27/01/2025	Western Australian Treasury Corporation (WATC)		LN-127-Seabird Seawall Extension Repayment: 17	12,159.77
DE-6082	28/01/2025	Department of Transport		Dept of Transport - Police Licensing 23.01.2025	801.30
DE-6089	28/01/2025	Shire of Gingin		Purchase of Chlorine Paid from Daily Pool Takings 28.01.2024	135.00
DE-6039	29/01/2025	Telstra		Internet 05/12/2024 - 04/01/2025: Seabird Fire Brigade	107.50
DE-6033	29/01/2025	Viva Energy Australia Pty Ltd		Shell Card Fuel Purchases 01/01/2025 - 15/01/2025	353.12
DE-6084	30/01/2025	Department of Transport		Dept of Transport - Police Licensing 24.01.2025	5,977.00
DE-6087	30/01/2025	LJ Hughes		Allocation of Lease Payment - January 2025 Lancelin Office	669.50
DE-6088	30/01/2025	Precision Administration Services Pty Ltd		Payroll Deduction for PE: 30/01/2025	33,428.20
DE-6019	30/01/2025	Synergy		Electricity Charges 7 Brockman St Gingin	1,296.43
DE-6018	30/01/2025	Synergy		Electricity Charges Lot 12 U A Weld St Gingin	2,811.12
DE-6085	31/01/2025	Dell Financial Services Pty Ltd		Allocation of Lease Payment - January 2025	1,651.29
DE-6086	31/01/2025	HP Financial Services (Australia) Pty Ltd		Allocation of Lease Payment - January 2025	748.57
DE-6090	31/01/2025	Bendigo Bank		Bendigo Bank: De-Fees 39032	20.10
DE-6091	31/01/2025	Department of Transport		Department of Transport - Police Licensing 28.01.2025	4,726.75

DIRECT DEBIT

260,743.39

TOTAL MUNICIPAL

1,503,508.87

CREDIT CARD BREAK-UP

December	CEO	Bendigo Bank	Card Fee	4.00
				4.00
	EMCCS	Mailchimp	Monthly Subscription	116.13
		Mailchimp	International Transaction Fee	3.48
		Party Plus	Christmas Lights Hire	75.00
		Crown Towers Perth	Conference Accommodation	394.49
		Country Values Holiday Homes	LGPro Board Meeting Accommodation	940.00
		Snap Shades	OGG: Accessories	390.60
		Local Government Professionals	EA Support Network Seminar	50.00
		Local Government Professionals	EA Support Network Seminar	50.00
		Local Government Professionals	EA Support Network Seminar	50.00
		Local Government Professionals	EA Support Network Seminar	50.00
		Ties & Cuffs	Lapel Pins	153.32
		Ties & Cuffs	Freight	20.00
		Department of Transport	GG019: Plate Remake	47.90
		Bendigo Bank	Card Fee	4.00
				2,344.92
	EMRDS	Safety Culture	iAuditor Subscription	253.55
		Limestone Park Stud	RDS Staff Refreshments	200.00
		Limestone Park Stud	RDS Staff Refreshments	280.00
		Gift Cards	Waste Tip Pass Mailout	792.52
		Bendigo Bank	Card Fee	4.00
				1,530.07
	CESM	BART	Emergency Services SMS Gingin South VBFB	165.00
		BART	Emergency Services SMS Program Subscription	30.00
		Bendigo Bank	Card Fee	4.00
				199.00
	EMOA	Gingin Bowling Club	Christmas Party Refreshments	2,230.50
		Bendigo Bank	Card Fee	4.00
				2,234.50
	Total			6,312.49

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.2.1**

Payments made under Delegated Authority 2.1 Payment of Creditors for the period 01/01/2025 - 31/01/2025

TYPE DATE PAID NAME

CALTEX CARD BREAKUP

December WEX Australia Pty Ltd

Total

SHELL CARD BREAKUP

Viva Energy Australia Pty Ltd

Total

Payment Category

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

DETAILS

AMOUNT

2GG: 113.96L	205.01
GG033: 272.24L	526.04
GG070: 80.70L	157.71
GG034: 39.68L	76.98
GG09: 121.82L	219.05
GG005: 264.68L	510.30
GG05: 112.2L	199.40
GG051: 57.60L	110.59
Transaction Fees	1.50

2,006.58

GG072: 121.91	209.58
GG083: 114.43L	196.70
GG084: 59.15L	102.27
GG01: 50.93L	87.55

596.10

13.3 ANNUAL BUDGET REVIEW - 2024/25

File	FIN/25
Author	Alarna Richards – Coordinator Financial Planning & Reporting
Reporting Officer	Les Crichton - Executive Manager Corporate and Community Services
Refer	Nil
Appendices	1. Budget Review 2024-25 [13.3.1 - 9 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider the Shire of Gingin’s financial position as at 31 December 2024 and performance for the period 1 July 2024 to 31 December 2024 in relation to the adopted annual budget and projections estimated for the remainder of the year.

BACKGROUND

The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The report for the period 1 July 2024 to 31 December 2024 shown in the **appendices** has been prepared incorporating year to date budget variations and forecasts to 30 June 2025 and is presented for Council’s consideration.

Consideration of the status of various projects and programs was undertaken to ensure any anticipated variances were captured within the review document where possible.

The material variance levels which have been reported for the budget review have utilised the same materiality levels as monthly reporting to determine the extent of explanation for the purpose of the budget review or are based upon management judgement where explanations are considered appropriate.

COMMENT

This budget review report includes at Note 4 a summary of predicated variances for nature categories contained within the Statement of Budget Review.

The Budget Review also considers the regular statements of financial activity reports which are presented to Council every month.

The analysis of the Budget Review and proposed amendments are attached (see **Appendices**), comprising:

- Statement of Budget Review by Nature;
- Basis of Preparation;
- Summary Graphs;
- Net Current Funding Position;
- Predicted Variances; and
- Previously approved budget amendments.

The overall outcome of the budget review and proposed amendments will result in a predicted closing surplus of \$0.

While summarised in Note 4 of the attached, further comment is provided on a budget variance recommendation relating to the community perception survey timing.

The Shire has had the practice of conducting a biennial Perception Survey with surveys in 2016, 2018, and 2020, with a slight anomaly resulting in a 2023 survey. The 2020 survey was distributed in February and March 2020, and the 2023 survey was distributed in May and June 2023. As such, and to maintain a level of consistency with the frequency of surveys and the time of year they are conducted, it is recommended (Note 4 Item 4.6) that a survey be distributed to the community sometime between March and July 2025. The outcomes of this survey will then be developed into a report and will directly contribute towards the major review of the Strategic Community Plan, which is scheduled to occur in 2026. The response rates, data confidence levels and statistical accuracy of the surveys have been increasing over the last 8 years, and Administration plans to engage the consultants who undertook the 2023 survey to continue to enhance the accuracy and useability of the outcomes.

All endorsed budget amendments to 31 December 2024 have been included in the updated budget estimates, with budget amendments approved in January 2025 (purchase of replacement tractor) included in the forecast year end position.

When adopting the 2024/25 Budget, Council adopted a 10% (minimum \$20,000) threshold for the reporting of material variances when assessing Statements of Financial Activity and the Annual Budget Review.

STATUTORY/LOCAL LAW IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

As detailed within the body of this report.

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 - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Weeks **SECONDED:** Councillor Sorensen

That Council:

1. Adopt the Budget Review for the 2024/25 financial year as presented in the Appendices; and
2. Amend the 2024/25 adopted budget accordingly.

Account Classification	Nature	Increase by/ Decrease by	Amount
Operating Revenue	General Rates	Increase by	\$100,000
	Grants, subsidies, and contributions	Decrease by	(\$243,722)
	Fees and Charges	Increase by	\$120,239
	Interest revenue	Increase by	\$227,305
	Other Revenue	Increase by	\$6,775
Operating Expenditure	Materials and Contractors	Decrease by	\$47,988
	Utility Charges	Decrease by	\$30,000
	Insurance	Increase by	(\$30,000)
	Other Expenditure	Decrease by	\$427
Investing Activities	Capital grants, subsidies, and contributions	Decrease by	(\$62,907)
	Proceeds from disposal of assets	Decrease by	\$35,000
	Purchase of Property, Plant and Equipment	Decrease by	\$36,451

**MINUTES
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	Purchase and construction of Infrastructure	Decrease by	\$939,520
Financing Activities	Proceeds from new borrowings	Decrease by	(\$1,000,000)
	Transfer from Reserve Account	Decrease by	(\$6,807)
	Payments from Principle Portion of Lease Liability	Increase by	(4,826)
	Transfer to Reserve Account	Increase by	(\$170,311)
	Surplus at the start FY	Decrease by	(\$25,132)
	Change to surplus or deficit		\$0

**CARRIED ABSOLUTE MAJORITY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

SHIRE OF GINGIN

BUDGET REVIEW REPORT

FOR THE PERIOD ENDED 31 DECEMBER 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 2 Summary Graphs - Budget Review	4
Note 3 Net Current Funding Position	5
Note 4 Predicted Variances / Future Budget Amendments	7
Note 5 Budget Amendments	9

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.3.1**

SHIRE OF GINGIN
STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 31 DECEMBER 2024

		Budget v Actual			Estimated	Predicted
		Adopted	Updated	Year to Date	Year at End	Variance
Note		Budget	Budget	Actual	Amount	(b) - (a)
		\$	(a)	\$	(b)	(b) - (a)
OPERATING ACTIVITIES						
Revenue from operating activities						
	General rates	7,698,086	7,698,086	7,799,586	7,798,086	100,000 ▲
	Rates excluding general rates	3,316,646	3,316,646	3,309,796	3,316,646	0
	Grants, subsidies and contributions	1,999,451	2,089,451	1,122,458	1,845,729	(243,722) ▼
	Fees and charges	4,790,330	4,790,330	3,601,009	4,910,569	120,239 ▲
	Interest revenue	446,856	446,856	163,365	674,161	227,305 ▲
	Other revenue	356,578	360,760	184,515	367,535	6,775 ▲
	Profit on asset disposals	723,816	723,816	47,999	723,816	0
		19,331,763	19,425,945	16,228,728	19,636,542	210,597
Expenditure from operating activities						
	Employee costs	(7,397,839)	(7,397,839)	(3,401,096)	(7,397,839)	0
	Materials and contracts	(8,540,803)	(8,551,985)	(3,255,805)	(8,503,997)	47,988 ▲
	Utility charges	(540,246)	(540,246)	(237,827)	(510,246)	30,000 ▲
	Depreciation	(10,655,716)	(10,655,716)	(1,783,383)	(10,655,716)	0
	Finance costs	(117,085)	(117,085)	(59,637)	(117,085)	0
	Insurance	(414,176)	(414,176)	(422,078)	(444,176)	(30,000) ▼
	Other expenditure	(717,796)	(726,613)	(266,557)	(726,186)	427 ▲
	Loss on asset disposals	(79,641)	(79,641)	(50,085)	(79,641)	0
		(28,463,302)	(28,483,301)	(9,476,468)	(28,434,886)	48,415
	Non-cash amounts excluded from operating activities	10,011,541	10,011,541	1,785,469	10,011,541	0
	Amount attributable to operating activities	880,002	954,185	8,537,729	1,213,197	259,012
INVESTING ACTIVITIES						
Inflows from investing activities						
	Capital grants, subsidies and contributions	7,960,605	7,960,605	2,894,503	7,897,698	(62,907) ▼
	Proceeds from disposal of assets	890,909	908,909	129,500	943,909	35,000 ▲
	Proceeds from self supporting loans	4,377	4,377	2,178	4,377	0
		8,855,891	8,873,891	3,026,181	8,845,984	(27,907)
Outflows from investing activities						
	Purchase of property, plant and equipment	(3,005,744)	(3,065,043)	(1,395,400)	(3,028,592)	36,451 ▲
	Purchase and construction of infrastructure	(9,555,815)	(9,638,816)	(2,486,129)	(8,699,296)	939,520 ▲
		(12,561,559)	(12,703,859)	(3,881,529)	(11,727,888)	975,971
	Amount attributable to investing activities	(3,705,668)	(3,829,968)	(855,349)	(2,881,904)	948,064
FINANCING ACTIVITIES						
Cash inflows from financing activities						
	Proceeds from new borrowings	1,000,000	1,000,000	0	0	(1,000,000) ▼
	Transfers from reserve accounts	1,463,162	1,531,279	0	1,524,472	(6,807) ▼
		2,463,162	2,531,279	0	1,524,472	(1,006,807)
Cash outflows from financing activities						
	Payments for principal portion of lease liabilities	(25,604)	(25,604)	(13,911)	(30,430)	(4,826) ▼
	Repayment of borrowings	(258,807)	(258,807)	(127,788)	(258,807)	0
	Transfers to reserve accounts	(1,613,182)	(1,631,182)	0	(1,801,493)	(170,311) ▼
		(1,897,593)	(1,915,593)	(141,699)	(2,090,730)	(175,137)
	Amount attributable to financing activities	565,569	615,686	(141,699)	(566,258)	(1,181,944)
MOVEMENT IN SURPLUS OR DEFICIT						
	Surplus or deficit at the start of the financial year	2,260,097	2,260,097	2,234,965	2,234,965	(25,132) ▼
	Amount attributable to operating activities	880,002	954,185	8,537,729	1,213,197	259,012
	Amount attributable to investing activities	(3,705,668)	(3,829,968)	(855,349)	(2,881,904)	948,064
	Amount attributable to financing activities	565,569	615,686	(141,699)	(566,258)	(1,181,944)
	Surplus or deficit after imposition of general rates	0	0	9,775,646	0	0

SHIRE OF GINGIN

This budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the budget review be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

Local Government (Financial Management) Regulations 1996, regulation 33A prescribes contents of the budget review.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

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

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

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

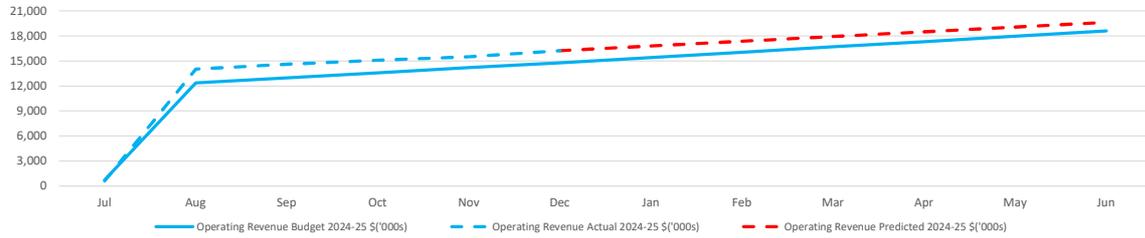
- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

SIGNIFICANT ACCOUNTING POLICES

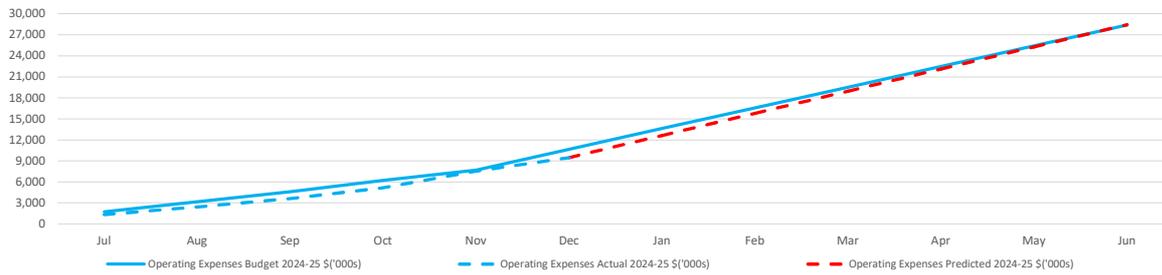
Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

SHIRE OF GINGIN

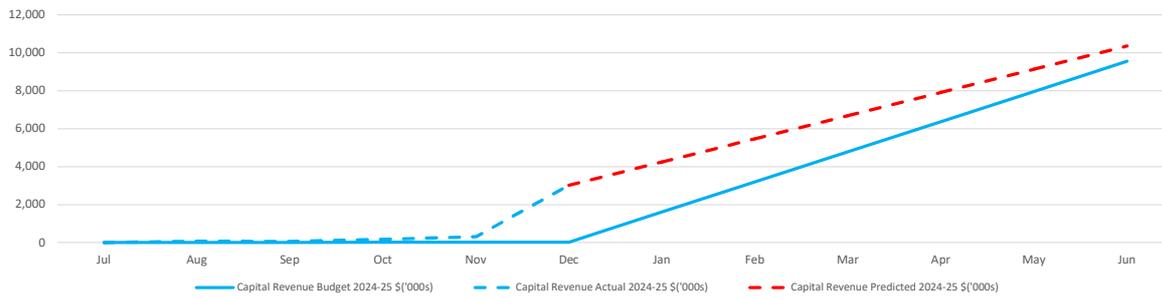
Operating Revenue



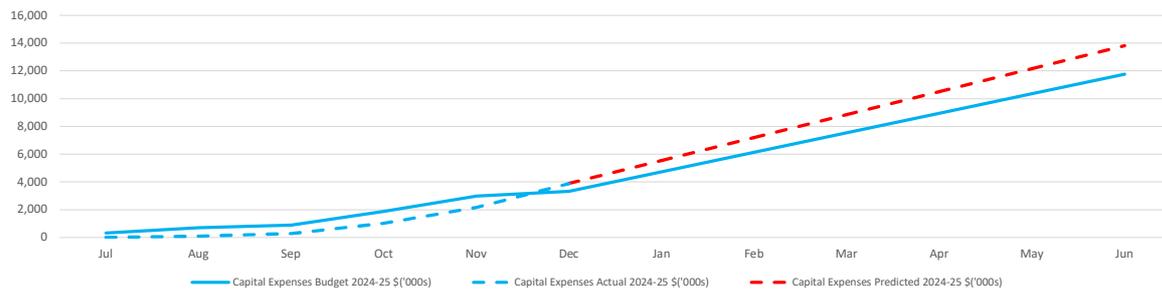
Operating Expenses



Capital Revenue



Capital Expenditure



SHIRE OF GINGIN
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2024

3 NET CURRENT FUNDING POSITION
EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

(a) Composition of estimated net current assets	Audited Actual	Adopted Budget	Updated Budget	Year to Date Actual	Estimated Year at
	30 June 2024	30 June 2025	Estimates 30 June 2025	31 December 2024	End Amount 30 June 2025
	\$	\$	\$	\$	\$
Current assets					
Cash and cash equivalents	13,556,082	9,785,461	9,922,462	18,673,890	9,922,462
Financial assets	4,377	4,465	4,465	2,199	4,465
Trade and other receivables	1,347,210	1,846,149	1,846,149	3,655,271	1,846,149
Inventories	32,614	32,273	32,273	34,823	32,273
Other assets	258,512	23,189	23,189	205,384	23,189
	15,198,795	11,691,537	11,828,538	22,571,567	11,828,538
Less: current liabilities					
Trade and other payables	(1,781,774)	(2,055,474)	(2,055,474)	(1,359,661)	(2,055,474)
Contract liabilities	(816,808)	(510,028)	(510,028)	(685,301)	(510,028)
Capital grant/contribution liability	(1,836,861)	(525,353)	(525,353)	(2,224,750)	(525,353)
Lease liabilities	(25,605)	(7,482)	(25,535)	(16,519)	(25,535)
Borrowings	(258,807)	(272,116)	(272,116)	(131,020)	(272,116)
Employee related provisions	(1,118,913)	(1,041,100)	(1,041,100)	(1,118,913)	(1,041,100)
	(5,838,768)	(4,411,553)	(4,429,606)	(5,536,164)	(4,429,606)
Net current assets	9,360,027	7,279,984	7,398,932	17,035,403	7,398,932
Less: Total adjustments to net current assets	(7,125,062)	(7,279,984)	(7,398,932)	(7,259,757)	(7,398,932)
Closing funding surplus / (deficit)	2,234,965	0	0	9,775,646	0

(b) Current assets and liabilities excluded from budgeted deficiency

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

Adjustments to net current assets	Audited Actual	Adopted Budget	Updated Budget	Year to Date Actual	Estimated Year at
	30 June 2024	30 June 2025	Estimates 30 June 2025	31 December 2024	End Amount 30 June 2025
	\$	\$	\$	\$	\$
Less: Reserve accounts	(7,405,097)	(7,555,117)	(7,692,118)	(7,405,097)	(7,692,118)
Less: Financial assets at amortised cost - self supporting loans	(4,377)	(4,465)	(4,465)	(2,199)	(4,465)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	258,807	272,116	272,116	131,020	272,116
- Current portion of lease liabilities	25,605	7,482	25,535	16,519	25,535
Total adjustments to net current assets	(7,125,062)	(7,279,984)	(7,398,932)	(7,259,757)	(7,398,932)

(c) Non-cash amounts excluded from operating activities

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

Adjustments to operating activities	Audited Actual	Adopted Budget	Updated Budget	Year to Date Actual	Estimated Year at
	30 June 2024	30 June 2025	Estimates 30 June 2025	31 December 2024	End Amount 30 June 2025
	\$	\$	\$	\$	\$
Less: Profit on asset disposals	(30,356)	(723,816)	(723,816)	(47,999)	(723,816)
Less: Fair value adjustments to financial assets at fair value through profit or loss	(1,681)	0	0	0	0
Add: Loss on disposal of assets	10,819	79,641	79,641	50,085	79,641
Add: Depreciation on assets	10,384,939	10,655,716	10,655,716	1,783,383	10,655,716
Non-cash movements in non-current assets and liabilities:					
Pensioner deferred rates	802	0	0	0	0
Employee benefit provisions	60,215	0	0	0	0
Non-cash amounts excluded from operating activities	10,424,738	10,011,541	10,011,541	1,785,469	10,011,541



**SHIRE OF GINGIN
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2024**

3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities.

FINANCIAL ASSETS AT AMORTISED COST

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

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

TRADE AND OTHER RECEIVABLES

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Gingin applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

INVENTORIES

General

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

CONTRACT ASSETS

Contract assets primarily relate to the Shire of Gingin's right to consideration for work completed but not billed at the end of the period.

CONTRACT LIABILITIES

Contract liabilities represent the Shire of Gingin's obligation to transfer goods or services to a customer for which the Shire of Gingin has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

PROVISIONS

Provisions are recognised when the Shire of Gingin has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Gingin's operational cycle. In the case of liabilities where the Shire of Gingin does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Gingin's intentions to release for sale.

TRADE AND OTHER PAYABLES

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

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Gingin recognises revenue for the prepaid rates that have not been refunded.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

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

The Shire of Gingin's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the net current funding position. Shire of Gingin's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire of Gingin's obligations for long-term employee benefits where the Shire of Gingin does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.

**SHIRE OF GINGIN
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 DECEMBER 2024**

4 PREDICTED VARIANCES

		Variance
		\$
Revenue from operating activities		
4.1	General rates Recognition of interim rates – interim rates were not accounted for in the adopted budget.	100,000 ▲ 100,000
4.2	Grants, subsidies and contributions Financial Assistance Grants adjusted by 23/24 recoup and 24/25 confirmed funding allocation. Successful grants: Better Beginnings Library Grant, NRM Community Stewardship Grant - Conservation Project - Amazon Frogbit control; Direct Road Grant - correction of grant allocation; Recognition of developer contributions based on sales at Country Heights Estate and developer contribution towards Edwards Street, Gingin, seal overlay. Change of priority of Shire run events resulting in reduction in sponsorship requirements; Long table dinner delayed to end of 2025. MAF Mitigation grant funding reduction - 23/24 program extended due to weather, and acquittal in 24/25. Offset by reduction in expenditure.	(243,722) ▼ (61,578) 113,436 (18,401) (277,180)
4.3	Fees and charges Higher domestic refuse and waste management fees. Increase in staff rental income and commercial lease revenue shares.	120,239 ▲ 70,407 49,832
4.4	Interest revenue Interest on term investments has seen a steady increase to the budget forecast; higher penalty interest on ratable property.	227,305 ▲ 227,305
4.5	Other revenue Unexpected administration reimbursements including retention funds, offsetting grant for Granville Hall kitchen incorrectly included in adopted budget. Upgrade of hall expected in 25/26.	6,775 ▲ 6,775
Expenditure from operating activities		
4.6	Materials and contracts Additional IT software subscriptions; communication (internet) changes at the Gingin Administration Office. Contract staff engagement due to staff vacancies. Community Perception Survey due in 25/26 brought forward to commence in 24/25. MAF Mitigation works reduced - 23/24 program extended due to weather, and acquittal in 24/25. NRM Community Stewardship Grant - Conservation Project - Amazon Frogbit control. Increase in Materials and Contractors due to urgent and unbudgeted expenditure	47,988 ▲ (64,168) (25,000) (45,000) 277,180 (17,950) (77,074)
4.7	Utility charges Guilderton Caravan Park water utility budget reduced due to rectification of water leak. Reallocated to grounds maintenance.	30,000 ▲ 30,000
4.8	Insurance Shire bridge insurance not included on insurance register. Correction of payment for 23/24 and 24/25.	(30,000) ▼ (30,000)
4.9	Other expenditure Updated estimates of Shire's 5% contribution towards Cheriton Road upgrade as per developer agreement. Recognition of impairment of contract asset for LRCI Phase 3 funding due to processing error. Surrender of GG071 Ledge Point BFB light tanker to DFES. Offset by non-cash proceeds on disposal.	427 ▲ (7,500) (22,073) 30,000
Inflows from investing activities		
4.10	Capital grants, subsidies and contributions Capital grants, subsidies, and contributions include an increased allocation of Roads to Recovery funding for capital roadworks and the unsuccessful WABN path/cycleways grant.	(62,907) ▼ (62,907)
4.11	Proceeds from disposal of assets Non-cash proceeds on disposal of GG071 Ledge Point BFB light tanker surrendered to DFES. OCM 21/01/2025 Item 15.2 Purchase of replacement tractor GG019	35,000 ▲ (30,000) 65,000
Outflows from investing activities		
4.12	Purchase of property, plant and equipment Savings/amendments to building projects.	36,451 ▲ 8,300

**SHIRE OF GINGIN
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 DECEMBER 2024**

4 PREDICTED VARIANCES

	Variance
	\$
Heritage Trail Project postponed to commence design works 25/26 with construction in 26/27; Purchase of Guilderton Foreshore Road Reserve cancelled.	100,000
Capital upgrades at Guilderton Caravan Park on hold; maintenance only being carried out at the park in 24/25.	144,999
Reallocation of digital community sign project between asset classes.	(90,000)
CESM Vehicle - replacement of lights to DFES specification.	(8,568)
Reduction of OGG purchase budget based on actual costs.	37,573
Gingin Aquatic Centre sandfilter replacement offset by reallocation of retention funds.	(20,853)
OCM 21/01/2025 Item 15.2 Purchase of replacement tractor GG019	(135,000)
4.13 Purchase and construction of infrastructure	939,520 ▲
Ledge Point Road resealing works (based on updated of RTR funding work schedule)	43,468
Gingin Brook Road resealing works (based on updated of RTR funding work schedule)	(280,116)
Orange Springs Road resealing works (based on updated of RTR funding work schedule)	203,443
Seabird Road resealing works (based on updated of RTR funding work schedule)	33,205
Mooliabeenee Road additional costs funded by \$40,595 from Roads Reserve, additional Direct Road Grant \$50,236 and reallocation of \$30,750 from Drainage Capital.	(121,581)
Reallocate Drainage Capital allocation for 24/25 to Mooliabeenee Road capital roadworks.	30,750
Reduction in pathways capital works due to unsuccessful WABN Path/Cycleways grant.	100,000
Additional costs for capital projects.	(14,649)
Capital upgrades at Guilderton Caravan Park on hold; maintenance only being carried out at the park in 24/25.	855,000
Reallocation of digital community sign project between asset classes.	90,000
Cash inflows from financing activities	
4.14 Proceeds from new borrowings	(1,000,000) ▼
Delay/amendment to intended capital works at Guilderton Caravan Park negating loan requirement in 24/25.	(1,000,000)
4.15 Transfers from reserve accounts	(6,807) ▼
Purchase of Guilderton Foreshore Road Reserve cancelled. No transfer from Land and Buildings Reserve required.	(90,000)
Increased transfer from Shire Recreation & Development Reserve due to additional capital costs.	10,171
Reduced transfer from Plant & Equipment Reserve due to cost savings on purchase of OGG.	(37,573)
Transfer from Road Reserve for additional Mooliabeenee Road costs (savings from Council budget allocation on R2R Special Roads Projects transferred to Roads Reserve)	40,595
OCM 21/01/2025 Item 15.2 Replacement of GG019 Tractor	70,000
Cash outflows from financing activities	
4.16 Payments for principal portion of lease liabilities	(4,826) ▼
Epson colour photocopier new lease from November 2024.	(4,826)
4.17 Transfers to reserve accounts	(170,311) ▼
Increase transfer to reserves for higher investment interest received on reserve accounts - increase due to higher rate offered by banking institution.	(94,466)
Increase transfer to Community Infrastructure Reserve for additional developer contributions based on sales for Country Heights Estate Development.	(24,000)
Increase transfer to Roads Reserve for developer contribution towards Edwards Street Gingin seal overlay works and savings from Council portion of funding of Special R2R projects.	(51,845)
4.18 Surplus or deficit at the start of the financial year	(25,132) ▼
Reduction based on audited 23/24 closing surplus.	(25,132)
(a) Surplus or deficit after imposition of general rates	0

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
13.3.1**

SHIRE OF GINGIN
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2024

5. BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash
				\$	\$	\$
	Budget Adoption					
OC11314A	Management Approval -Approved to move \$7,000 budget to W11314	AUG 2024/2025	Capital expenses		7,000	
W11314	Management Approval- Gingin Recreation Centre Hardcourt Maintenance contribution to repairs	AUG 2024/2025	Operating expenses			(7,000)
131402000	Management Budget Amendment - Project Gingin Contribution to Digital Sign	SEP 2024/2025	Operating revenue		90,000	
PC14200	Management Budget Amendment - Community Digital Signcontribution Project Gingin	SEP 2024/2025	Capital expenses			(90,000)
120402510	Management budget amendment - Reg 17 Audit fees to project AC14200	SEP 2024/2025	Operating expenses		20,000	
AC14200	Management budget amendment - Reg 17 Audit fees to project AC14200	SEP 2024/2025	Operating expenses			(20,000)
BC1192A	OCM 17 September 2024 – Item 12.2 Relocation of Gazebo – Harold Park Lancelin	SEP 2024/2025	Capital expenses		10,000	
151005810	OCM 17 September 2024 – Item 12.2 Relocation of Gazebo – Harold Park Lancelin	SEP 2024/2025	Capital revenue			(40,000)
151107810	OCM 17 September 2024 – Item 12.2 Relocation of Gazebo – Harold Park Lancelin	SEP 2024/2025	Capital revenue		30,000	
CI11306	OCM 17 September 2024 Item 13.2 Lancelin Community and Sporting Club – Request to Increase Transfer of Reserve Funds for Pump Shed	SEP 2024/2025	Capital expenses		1,617	
151103810	OCM 17 September 2024 Item 13.2 Lancelin Community and Sporting Club – Request to Increase Transfer of Reserve Funds for Pump Shed	SEP 2024/2025	Capital revenue			(1,617)
120505690	OCM 15 October 2024 Item 13.1 Gingin South Volunteer BFB Support Trailer - purchase of trailer	OCT 2024/2025	Operating expenses		4,182	
130505000	OCM 15 October 2024 Item 13.1 Gingin South Volunteer BFB Support Trailer - BFB Contribution	OCT 2024/2025	Operating revenue			(4,182)
151203810	CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - transfer from reserve	OCT 2024/2025	Capital revenue		56,500	
P4	CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - vehicle cost	OCT 2024/2025	Capital expenses			(56,500)
141203810	CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - transfer sale proceeds to plant reserve	OCT 2024/2025	Capital expenses			(18,000)
SV10600	CCM 15 October 2024 Item 19.3 Vehicle Replacement 4GG - Proceeds on disposal of 4GG	OCT 2024/2025	Capital revenue		18,000	
BC11160	Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	OCT 2024/2025	Capital expenses		10,000	
151103810	Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	OCT 2024/2025	Capital revenue		10,000	
151107810	Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	OCT 2024/2025	Capital revenue			(10,000)
BC11361	Management budget amendment - Pex Pipe Replacement and Wall Repair Guilderton Hall	OCT 2024/2025	Capital expenses			(10,000)
CE11100	Management budget amendment – Reallocate contribution for Seabird Hall shadecloth replacement	OCT 2024/2025	Operating expenses			(7,200)
BC11170	Management budget amendment – reallocate contribution for Seabird Hall shadecloth replacement	OCT 2024/2025	Capital expenses		7,200	
	Amended Budget Cash Position as per Council Resolution			0	264,499	(264,499)

14 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

14.1 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED USE NOT LISTED (METEOROLOGICAL MAST) ON LOT 3 BENNIES ROAD, KARAKIN

File	BLD/7912
Applicant	Wangaree Renewable Energy Project Pty Ltd
Location	Lot 3 (195) Bennies Road, Karakin
Owner	VIMG Pty Ltd
Zoning	General Rural
WAPC No	NA
Author	James Bayliss - Executive Manager Regulatory and Development Services
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil.
Appendices	<ol style="list-style-type: none"> 1. Location Plan [14.1.1 - 1 page] 2. Aerial Map [14.1.2 - 1 page] 3. Applicant's Proposal [14.1.3 - 30 pages] 4. Schedule of Submissions and Recommended Responses [14.1.4 - 10 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a Use Not Listed (Meteorological Mast) on Lot 3 (195) Bennies Road, Karakin.

BACKGROUND

The subject property is 777.9 hectares in area and located on the corner of Bennies Road and Indian Ocean Drive. The portion of land adjacent to Indian Ocean Drive comprises of a large tract of native vegetation, with cleared grassland paddocks to the east predominantly used for agriculture extensive (grazing/pasture) purposes.

The proposal is for the construction and operation of a temporary meteorological (met) mast to gather wind monitoring data to inform the viability of a potential wind farm development.

The development comprises of the installation of one steel mast tower, 130 metres in height, and associated guy wire supports.

The officer notes that various community submissions were received that reference and relate to a wind farm. This proposal does not comprise of a wind farm. This proposal relates to a met mast, which is intended to be in place on a temporary basis for a period of three (3) years.

The merits of a wind farm proposal, if and when received, will be considered at the relevant time under the planning framework that applies at the time. The officer is cognisant that the details within the applicant's proposal, namely the Aeronautical Impact Assessment provided to Airservices Australia, may have created confusion and was not helpful as an attachment. In the event a wind farm proposal is lodged of the scale indicated in that document, the advertising radius will be widespread, and any such proposal will be scrutinised by the decision-making body.

The officer position on the met mast proposal which is the subject of this report should not be misconstrued as support for a wind farm proposal that may or may not eventuate in the future.

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

A copy of the Applicant's Proposal is provided (**see appendices**).

COMMENT

Stakeholder Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. This included advertising to surrounding landowners for a period of 14 days and placing a development sign on the verge of the property.

The Shire is aware that the applicant held a drop-in session with residents of the Seaview Park Estate on 19 November 2024, hosted by the Seaview Park Community Association (SPCA). On that basis the SPCA was provided with an advertising letter, however no response was received. Notwithstanding this, three submissions were received from residents within Seaview Park Estate objecting to the proposal, all raising concerns about why each landowner within the estate were not directly contacted.

'Clause 64 – Advertising Applications' states:

(3)(b) *giving notice of the proposed development -*

(i) *to the owners and occupiers of every property that is within 200 m of the proposed development; and*

- (ii) *to any other owners and occupiers of properties in the vicinity of the proposed development who, in the opinion of the local government, are likely to be affected by the granting of development approval.*

The officer is of the view that residents of the Seaview Park Estate are not likely to be affected by a temporary met mast, located approximately 6.5km from the nearest property located in the south-western corner of the Estate. The proposed development will have negligible impact on the amenity of landowners and as such each landowner was not consulted.

The officer understands that community members have an expectation that they will be informed of developments throughout the Shire, however advertising to unaffected parties does not align with the requirements under the Deemed Provisions.

The referral to the SPCA was provided in the context of hosting a recent drop-in session and undertaken as a matter of courtesy as opposed to any statutory obligation to do so. The SPCA did not take up the opportunity to provide any feedback, assumingly given the temporary development is 6.5km from the estate.

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 Defence (DoD); and
- Civil Aviation Safety Australia (CASA).

No objections from State agencies were received, however general comments were provided that have informed the recommended conditions.

A copy of the Schedule of Submissions and Recommended Responses is provided (**see appendices**).

PLANNING FRAMEWORK

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:

- manage land use changes so that the specific local rural character of the zone is maintained or enhanced;*
- encourage and protect broad acre agricultural activities such as grazing and more intensive agricultural activities such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use;*

- 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 proposed development does not contravene any of the above objectives.

The applicant has suggested that the appropriate use class to categorise the development under LPS 9 is 'Telecommunications Infrastructure', which is a 'A' use in the General Rural zone, and is defined as:

Land used to accommodate any part of the infrastructure of a telecommunications network and includes any lines, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.

The definition must be interpreted in accordance with its terms which requires each element to be satisfied. Definitional criteria are unable to be varied like development standards. As the proposed use does not relate to a 'telecommunications network', it is precluded from being assigned this use class.

The officer nevertheless appreciates that the proposed met mast essentially has the same impact as a telecommunications tower and will be subject to largely the same assessment considerations.

LPS 9 does not contain a use class definition that suitably aligns with the proposal. Clause 3.4.2 of LPS 9 states:

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

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

Clause 3.4.2 therefore contemplates development 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 officer has designated the development as a 'Use Not Listed (Meteorological Mast)' that is generally consistent with the objectives of the zone and as such the required advertising was undertaken.

Setbacks

In accordance with 'Table 2 – Site Requirements' of LPS 9, all development shall be set back a minimum 20 metres from all lot boundaries. The development is set back in excess of the required 20 metres.

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, with the Officer comments outlined below:

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

Officer Comment:

Particular consideration is afforded to balancing visual impacts and locating infrastructure to ensure optimum functionality of data gathering. The main visual consideration relates to the pole itself, however the guyed supports will also be viewable, primarily from Bennies Road and Indian Ocean Drive.

It is inevitable that the structure will be viewable within the local catchment, however the visual prominence of the pole in its rural context is not expected to visually dominate the landscape, detract from views of significance or adversely impact nearby landowners. It is also noted that Telstra telecommunication infrastructure is located nearby, so the proposal, while taller, will not significantly depart from the visual amenity created by the existing infrastructure.

- (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;*

Comment

Access to the development is derived from Bennies Road via an unsealed driveway and crossover. Conditions of approval are suggested to ensure that the landowner remediates the crossover post-construction. Ongoing vehicle movements associated with the development are negligible, with only periodical maintenance required.

Summary

In summary, support for the proposal is recommended on the basis that the subject site is a suitable location to achieve the required data gathering functions of the structure, with limited impacts on the visual amenity of the locality. The proposal is viewed as satisfying LPS 9 and the relevant planning framework, and as such there is no basis to refuse the development.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Planning Scheme No. 9

Planning and Development (local Planning Scheme) Regulations 2015

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

Karina Leonhardt (Manager Corporate Services) and Alarna Richards (Coordinator Financial Planning and Reporting) left the meeting at 3:53pm.

Les Crichton (Executive Manager Corporate and Community Services) left the meeting at 3:58pm and returned at 3:59pm.

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Stewart

That Council grant Development Approval for a Use Not Listed (Meteorological Mast) on Lot 3 (195) Bennies Road, Karakin subject to the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans (including any amendments marked in red) and accompanying documentation unless otherwise conditioned by this approval.
2. This Approval is for a Meteorological Mast only as indicated on the approved plans.
3. This development approval is granted for a limited period of three years and shall expire on 18 February 2028.
4. Upon the expiration of the development approval, the owner shall, at the owner's cost:
 - a. Remove the development (including footings); and
 - b. Rehabilitate the land to its pre-development condition, to the specifications and satisfaction of the Shire of Gingin.
5. Prior to site works commencing, a Construction and Decommissioning Management Plan (CDMP) is to be submitted to and approved by the Shire of Gingin. The CDMP is to outline vehicle types and number of movements associated with the construction and decommissioning phases, the proposed transport route and outline remedial works to the property crossover post-construction and decommissioning phases.
6. Prior to operation of the development, the applicant shall demonstrate to the Shire of Gingin that as constructed details have been provided to Air Services Australia, Department of Defence and the Civil Aviation Safety Authority and that the development adheres to their respective conventions.

Advice Notes

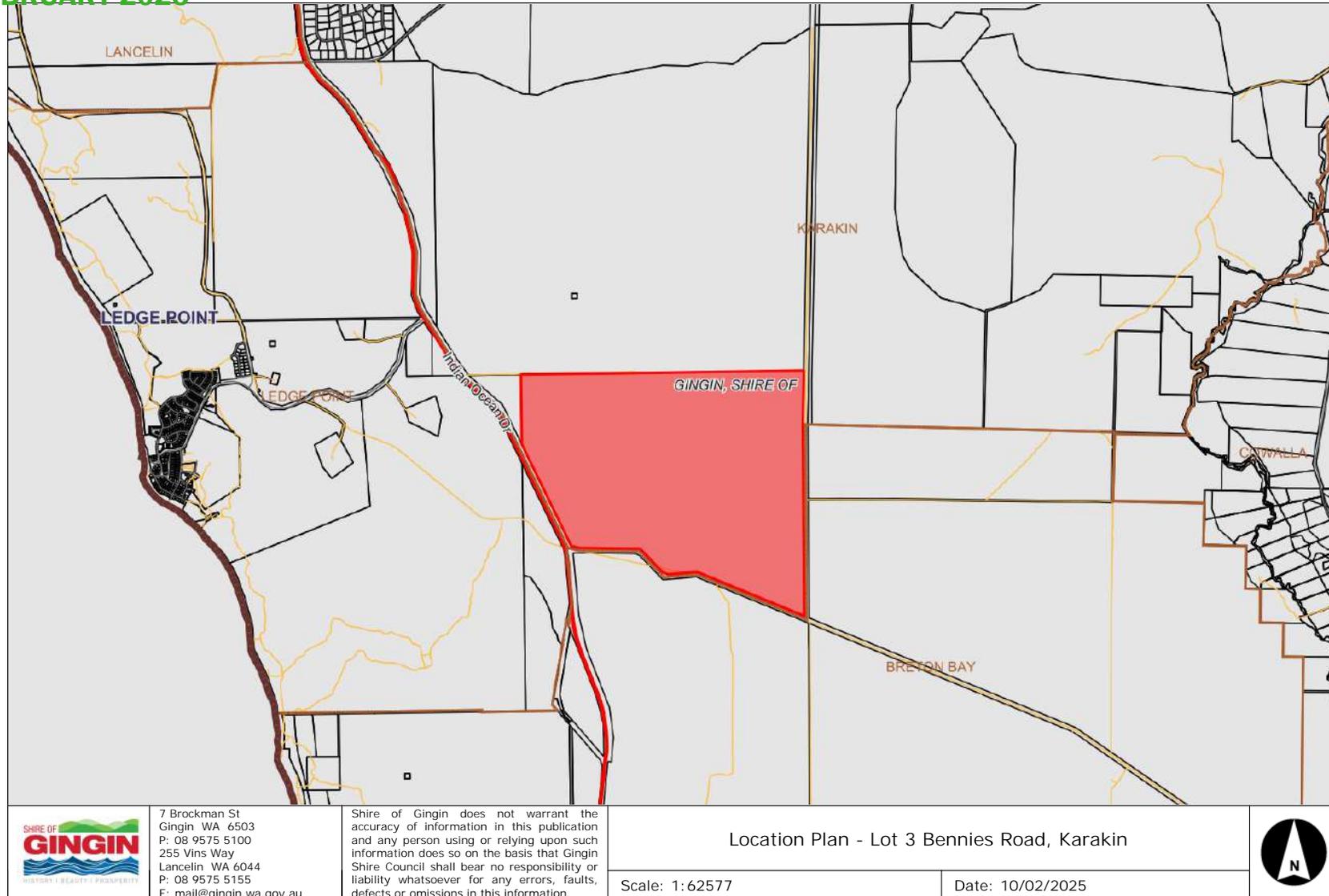
Note 1: If you are aggrieved by the conditions of this approval, you have the right to request that the State Administrative Tribunal (SAT) review the decision under Part 14 of the *Planning and Development Act 2005*.

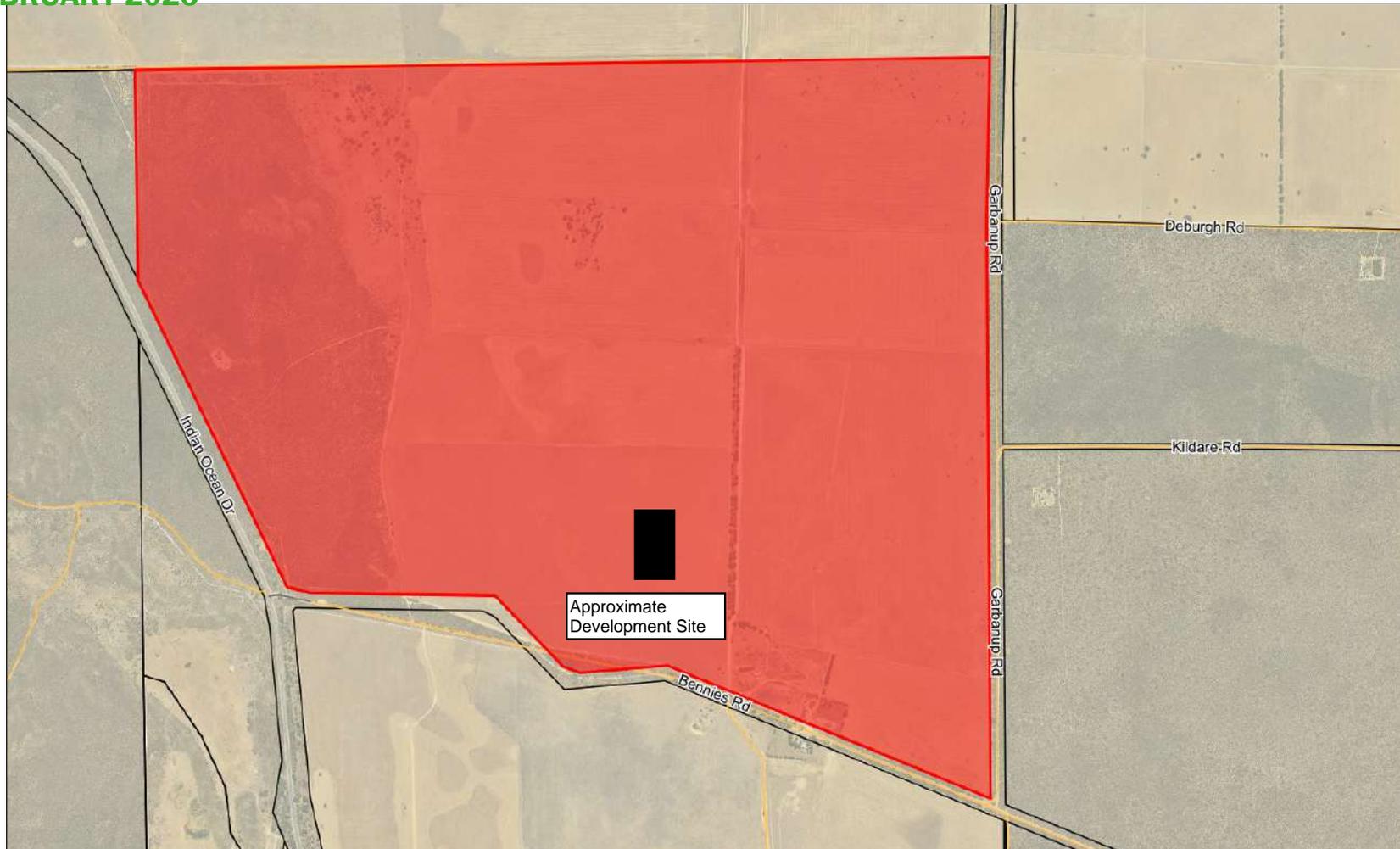
- Note 2: If the development subject to this approval is not substantially commenced within a period of two years, the approval shall lapse and have no further effect.
- Note 3: Where an approval has so lapsed, no development may be carried out without further approval of the local government having 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* which are to be approved by the Shire of Gingin.
- Note 5: The proposed tower will need to comply with any Air Services Australia/Department of Defence regulations in relation to tall structure requirements.
- Note 6: In relation to removal of the development and rehabilitation of the development site, “pre-development condition” means a bare earth area, free of any structure or footings related to the development and returned to pasture cover.

LOST
3 / 5

FOR: *Councillor Balcombe, Councillor Johnson and Councillor Woods*

AGAINST: *Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis and Councillor Weeks*





 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map - Lot 3 Bennis Road, Karakin</p>	<p>Scale: 1:21947</p>	<p>Date: 10/02/2025</p> 
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Wangaree Renewable Project Pty Ltd
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www.goldwindaustralia.com

25th November 2024

James Bayliss
Executive Manager, Compliance and Development
Shire of Gingin
7 Brockman Street, Gingin
Western Australia, 6503

ATTN: James Bayliss

Re: Application for Development Approval - Temporary Meteorological Mast on San Angelo Farm

Dear James,

Goldwind Capital (Australia) Pty Ltd (Goldwind) on the behalf of Wangaree Renewable Project Pty Ltd is seeking Development Approval under the Shire of Gingin (the Shire) Local Planning Scheme 9 (LPS 9) to construct and operate a temporary 130 metre meteorological mast (met mast) within Lot 3 on Plan 425974. It is required in relation to a potential wind farm project (Project).

As part of this application, the Project is adopting a best practice approach to assess the considered general development standards outlined in the LPS 9, as well as other relevant State Planning Framework provisions. After careful consideration, this application presents a planning assessment in accordance with the relevant planning requirements, and includes supporting documents to assess project risks:

Attachment 1 - Application for Development Approval – Local Planning Scheme No.9 (LPS 9) Form and Checklist.

Attachment 2 – Certificate of Title (Lot 3 on Plan 425974).

Attachment 3 – Design Drawing.

Attachment 4 – Preliminary Aviation Impact Assessment.

1. Purpose

The installation of the met mast will enable Goldwind to conduct wind monitoring to inform the viability of a potential future wind farm development. Constructing and operating a temporary met mast on the land is required to validate climatic data being collected through a LiDAR unit currently operating onsite since June 2024. Climatic data collected will be used to determine the suitability of turbine siting locations and ecological behaviour patterns associated with wind speeds to allow general layout refinements.

Any future development of a wind farm depends on the outcomes of pre-feasibility studies and approvals separate to this Development Application.

Western Australia's Energy Transformation Strategy (Energy Policy WA, 2021) seeks to achieve a secure, sustainable, and affordable electricity network for the future of the State. Along with the Western Australia's Energy Transformation Strategy, Western Power is strategically upgrading the existing Western Australia (WA) transmission network and increasing capacity across core transmission corridors ([Distributed Energy Resources Roadmap](#)). The utilisation of Western Australia's abundant renewable resources, including wind, to create such a network is also recognised as a key aspiration of the State Planning Strategy 2050 (WAPC, 2021). Goldwind aims to contribute to these State level goals through the identification of a suitable site within the Shire of Gingin and the delivery of a feasible renewable energy project.



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The met mast we propose to construct and operate is similar in function, purpose, and appearance to a met mast that recently received Development Approval in the local Shire of Narrogin.

2. Project Overview

2.1. Project Description

The proposed wind farm Project site is located along the shoreline of the West Australian coastline approximately 116km north of Perth. The site is wholly within the Shire of Gingin municipal area and is in the coastal portion of the Wheatbelt Planning Region. Small residential communities are north and west of the proposed site.



Figure 1 - Vicinity of Proposed Met Mast

The project land is prone to slight topographical variation, with the site's low point in the south. Minimal vegetation screening is present on site, with vegetation along the east and west boundary and a vegetation corridor along Bennies Road. The proposed met mast has the potential to be visible from the rural living zone of Seaview Park Estate, which is along the site's northern boundary.

Key features of the met mast include the following.

- Latitude and longitude coordinates: E: 351006 and S: 6556516
- Height of mast: 130 metres
- Number of masts: 1 temporary mast
- Mitigation measures:
 - Alternative paint on the top three sections
 - Aviation balls on outer most guy lines
- Distance from RAAF Base Pearce: approx. 88.5km northwest
- Distance from RAAF Airstrip Gingin: approx. 61km northwest

2.2. Project Boundary

The wind farm development is being investigated on the proposed Project Boundary which incorporates the land parcels described within Table 1. It is likely to include approximately 4424 ha of land. The proposed met mast location is within lot 3 and plan 425974



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identified below and illustrated within Figure 2. Environmental due diligence assessments were completed to inform the suitability of installation location based on site constraints and sensitivities and the final location may change slightly based on site conditions during installation. Access to the installation location will be achieved through private access directly off Bennies Road. Minimal localised impacts will be observed along Bennies Road during delivery, with no upgrade or additional works required along Bennies Road.

Table 1: Project Lot and Plan Details

Lot and Plan Reference	Total Lot Area (ha)	Planning Zone	Applicable Planning Scheme
Lot 5700 P207688	1650	General Rural	Shire of Gingin Local Planning Scheme No.9
Lot 3 P425974	777	General Rural	Shire of Gingin Local Planning Scheme No.9
Lot 7 P425674	1828	General Rural	Shire of Gingin Local Planning Scheme No.9
Lot 1 P425974	169	Special Control Area (Basic Raw Material Resources Area) – SCA3	Shire of Gingin Local Planning Scheme No.9



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Figure 2: Proposed Met Mast Location



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2.3. Environmental and Community Considerations

2.3.1. Visual

Due to the proximity to Indian Ocean Drive and near neighbours the Met Mast may be visible. However, given the small dimensions of the mast (550/360 mm lattice) they are generally not considered to dominate the landscape and present a negative visual impact. Like wise the guy ropes are quite thin (similar to telegraph wires) and cannot be seen at some distance .

2.3.2. Aviation

Due to the proximity to a number of aviation features in the airspace surrounding the Project Boundary, Goldwind undertook a fatal flaw assessment with qualified consultants. Proximity to Base Peirce Training Zones and coastal air routes were identified. The Project is situated close to the boundaries of these aviation features, as such design requirement for the met mast installation have incorporated design mitigation measures including marker balls fitted to guy wires and the top three lattice sections will be painted with alternating colours as depicted below.



2.3.3. Pre submission engagement activities

Aligned with the Clean Energy Council's Community Energy Guidelines for the Wind Industry in Australia, Goldwind has proactively engaged with key stakeholders to support this application including Shire of Gingin representatives, relevant government agencies, the Yued Aboriginal Corporation and neighbouring property owners. This interaction has been a source for stakeholders to improve their understanding of the phases of project development, while for the project team, we have been able to identify community drivers, influences, and sensitivities.

We acknowledge that communities can play a valuable role in the project's early development phases, and we are committed to ensuring we present channels for our stakeholders to raise questions, request information, and interact with our project team .

As a commitment to the Shire of Gingin and local communities, we have conducted early engagement activities. As described in the table below, we have planned further engagement which will provide the community and key stakeholders with an overview of the



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met mast installation and what type of monitoring will be conducted. Additionally, our engagement will act as an opportunity to introduce Goldwind to stakeholders and discuss the potential of the site's wind farm suitability.

A summary of our current and future engagement activities is presented in Table 2.

Table 2: Pre-submission community engagement summary

Stakeholder	Engagement Summary	Aim/Outcome
Department of Defence	Engaged with this key stakeholder. Requested summary information and mapping provided to the Land and Planning Division for consideration was submitted on 7/10/24.	Response yet to be received.
Air Services Australia	Letter informing intend to develop – 23/9/24	Response yet to be received
State Government	DPLH and the EPA have been briefed on 23/10/24 on the Project and our intentions to install a met mast.	A variety of planning instruments and guidance were provided to assist in preparing this application.
Local Government	We have engaged with the Shire of Gingin meeting the CEO and Shire President on the 19/11/24 as well as earlier meetings with the planning department representatives. We expect ongoing collaboration and consultation with the shire in relation to this proposed development.	The Shire of Gingin provided board guidance on the application process and statutory referral obligations and timelines. Goldwind also obtained the attached checklist and application form were also obtained.
Yued Aboriginal Corporation	Goldwind engaged with the Yued Aboriginal Corporation (YAC) on 10/9/24 for an introductory briefing on the Project. The acting YAC CEO and operational team discussed the social value and potential to collaborate with the wind farm establishment.	Goldwind are invited to present at the next Cultural Advisory Committee (CAC) meeting in December.
Residents Seaview Park Estate Rural Living Zone	Goldwind conducted a Community Drop-in session and presentation at the Seaview Park Estate on 19/11/24. It was well hosted by the Seaview Park Residents Committee and attended by 35 members. Goldwind presented an overview of the project, with a focus on early environmental monitoring while proactively seeking feedback.	The members of the Seaview Park Estate were appreciative of the early engagement on the matter and the answers to their many questions.

3. Planning Considerations

Goldwind has reviewed the Western Australia Planning Framework to support this Development Application. We therefore present the Project's considerations, that align with all relevant Western Australian and the Shire of Gingin planning instruments and objectives, as per below.

3.1. Planning and Governance Framework

3.1.1. State Planning Policy No.1: State Planning Framework (SPP)

The State Planning Policy No.1: State Planning Framework (SPP) was made under Section 26 of the *Planning and Development Act 2005*. The SPP provides a strategic framework and identifies principles, strategic goals and strategic



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directions for planning and development in Western Australia. Several planning policies have been developed within the framework of the SPP which cover aspects of environmental, economic, infrastructure and environment. These are the highest level of planning policy control and guidance for the State. Following from the State planning policies are regional and sub-regional plans. Those which include the Shire of Gingin are discussed below.

3.1.2. Wheatbelt Regional Planning and Infrastructure Framework 2015

The Wheatbelt Regional Planning and Infrastructure Framework 2015 is a regional strategic planning document that provides an overview of regional planning issues and a basis for ongoing planning and development. The region is comprised of 43 local governments, with more than 100 settlements. As such, the Wheatbelt has a dispersed population and settlement pattern and therefore requires diverse service delivery. The vision for the region is it *"will have a diverse social and economic base, be a leader in innovation and create new opportunities that confirm it as a key contributor to the State's prosperity"*.

The framework notes that there are existing wind farms in the region and there is potential for establishing additional energy facilities due to its coastal location providing favourable climatic conditions.

3.1.3. Guilderton to Kalbarri Sub-Regional Strategy 2019

The Guilderton to Kalbarri Sub-regional Strategy is an overarching planning document that outlines the Western Australian Planning Commission's (WAPC) approach to future planning and development of the coastal strip. The Strategy addresses several issues which are being experienced within the region. The Strategy was developed to provide guidance to assist local governments to implement State strategic priorities, and to inform local planning strategies and schemes so that robust planning decisions are made.

The Strategy notes that electricity supply in the region has been unreliable in the past, and that the development of renewables in the region will help to address this issue. It also states that *"The sub-region offers an abundant source of renewable energy, as reflected in the number of ongoing new renewable energy projects, including wind and solar generation sites. The climatic and geographic conditions are suitable to alternative energy generation such as wind, solar, geothermal and biomass generation"*.

3.1.4. Shire of Gingin Local Planning Scheme No.9

The Shire of Gingin Local Planning Scheme (LPS) No.9 provides the framework for building and development in the Shire. The LPS sets out the planning aims and intentions applicable to each of the eleven land zones which are included within the LPS. The purpose of the LPS is to control and guide land use planning and set out procedures for the assessment and determination of development applications.

The LPS details several aims of the scheme which are focused on the sustainable future growth and development of the Shire. The installation of the Met Mast is consistent with these aims, as it is the first step in determining the viability of a future wind farm. Such a development would support the diversification of industry in the Shire whilst maintaining the agricultural use of the property.

The site of the proposed Met Mast is located on land zoned as "General Rural". The objectives of the zoning are to protect broad acre agricultural activities. The installation of the Met Mast requires a very small footprint which allows for continued agricultural activity on the property. The proposal therefore does not impact on the objectives of the zoning.

Schedule 1 of the LPS lists the "general definitions" of development used in the Scheme. The Met Mast is considered to be defined as a "Telecommunications Facility". This includes:

"means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network"



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The site of the proposed Met Mast is located on land zoned as "General Rural". The objectives of the zoning are to protect broad acre agricultural activities. The installation of the Met Mast requires a very small footprint which allows for continued agricultural activity on the property. The proposal therefore is aligned with the objectives of the zoning.

Schedule 1 of the LPS lists the "general definitions" of development used in the Scheme. The Met Mast is considered to be defined as a "Telecommunications Facility". This includes:

"means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network"

The LPS Zoning Table (Table 1) details the uses permitted in the LPS area in the various zones. Telecommunications infrastructure in General Rural Zone is only permissible if Council has granted development approval. Provided in Appendix 1 is a completed application applying for development consent.

3.1.5. Shire of Gingin Local Planning Strategy 2012

The Gingin Local Planning Strategy sets out the vision for the municipality, and the longer-term directions for land use and development. The Strategy details the environmental, social and economic profile of the Shire with the future vision stated as:

"a prosperous growing community, building on existing towns and services, having a diversified local economy integrated with a sustainable and productive natural resource base. "

The Strategy aims to maintain and support agriculture which is balanced against the diversification of industry and services. As stated in Section 3.1.3, the installation of the Met Mast will not have any material impact on current agricultural activities on the property due to its small footprint and requires minimal maintenance.

Closing

Based on the current project and wind monitoring program, it is anticipated that the met mast would be installed no sooner than February 2025. Therefore, all supplementary information should be completed by the end of October 2024 and submitted for review.

4. Applicant Details

Proponent representative and contact details.

Contact: Kristina Yan

Address: Level 25, Tower 1, International Towers Sydney, 100 Barangaroo Ave, Barangaroo NSW 2000

Phone: +61 0488 554 461

Email: kristinayan@goldwindaustralia.com

Position: Manager, Development

Company: Goldwind Capital (Australia) Pty Ltd

Proponent (Applicant) Details

Proponent: Wangaree Renewable Project Pty Ltd

Contact: Kristina Yan

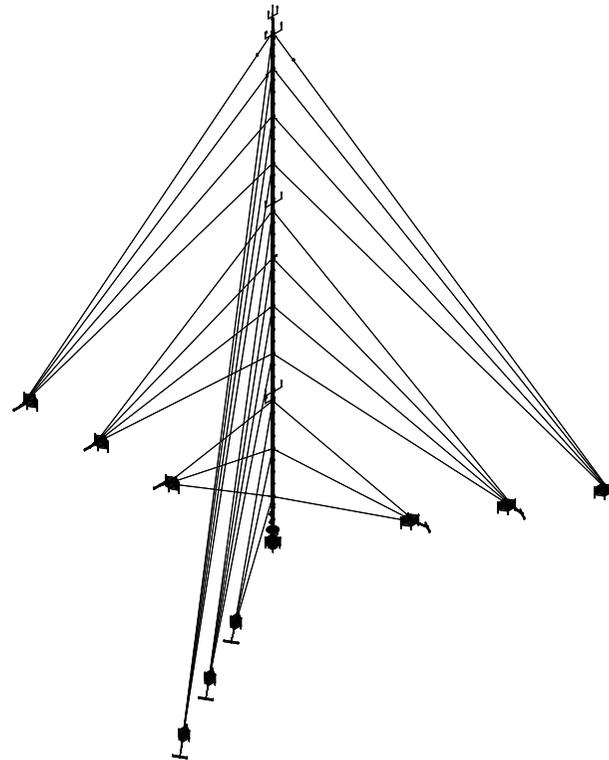
**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
14.1.3**



CLIENT: GOLDWIND CAPITAL PTY LTD
SITE: MILPULLING WIND FARM
MAST NAME: **MAST 01**
COORDINATES: **UTM S 55 J:** 641418.540, 6480218.727
dd.ddddd°: -31.804889°N, 148.493969°E
DESCRIPTION: 130m (NOM.) TEMPORARY GL55-36 GUYED LATTICE MAST
WIND REGION: A0
TERRAIN CATEGORY: 2

DRAWING REGISTER	
SHEET TITLE	SHEET No.
TITLE SHEET & DRAWING REGISTER	1/10
GENERAL NOTES	2/10
MAST PLAN	3/10
MAST ELEVATION	4/10
MAST ANCILLARY DETAILS	5/10
MAST FOOTING DETAILS - BURIED ANCHOR	6/10
EARTHING DETAILS	7/10
FENCING DETAILS	8/10
FALL ARREST DETAILS	9/10
BAT MIC DETAILS	10/10



1 ISOMETRIC VIEW
S-01

NOTES

- THIS IS A REUSED MAST FROM CLARK CREEK PROJECT 20399 MAST NAME T96

03	UPDATED INSTRUMENTS AT 124000	17/01/24
02	UPDATED COORDINATES	4/09/23
01	UPATED INSTRUMENT HEIGHT D2	28/08/23
00	ISSUED FOR CONSTRUCTION	14/08/23
REV	DESCRIPTION	DATE

119-125 QUARRY ROAD
MURWILLUMBAH, 2484, NSW
(02) 6672 6200
admin@artowers.com.au
australianradiotowers.com

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CLIENT

PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
TITLE SHEET & DRAWING REGISTER

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3 N.T.S.	THIRD ANGLE PROJECTION	
DRAWN CG	CHECKED HY	APPROVED KT
		CO-ORDINATED KT

DRAWING NUMBER ART-22408-DRG-0001	SHEET 1 / 10	ISSUE 03
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MINUTES ORDINARY COUNCIL MEETING 18 FEBRUARY 2025

APPENDIX 14.1.3

GENERAL NOTES

- ALL MAST STEELWORK COMPONENTS, ASSEMBLIES AND PARTS CALLED OUT ON DETAILS, SECTIONS AND BILL OF MATERIALS ARE THE PROPRIETARY PRODUCTS OF ART GROUP UNLESS NOTED OTHERWISE (U.N.O.). COMPLETE DETAILS AND INFORMATION OF ART GROUP PRODUCTS SHOWN ON PRODUCTION SHOP DRAWINGS.
- ALL DIMENSIONS TO BE CHECKED ON-SITE PRIOR TO CONSTRUCTION.
- ALL DIMENSIONS SHOWN ARE IN MILLIMETERS U.N.O.
- DO NOT GET DIMENSIONS BY SCALING DRAWINGS.
- ALL WORKMANSHIP PREFORMED AND MATERIALS USED SHALL BE AS PER THE CURRENT AUSTRALIAN STANDARDS, THE BY-LAWS, AND ORDINANCES OF THE RELEVANT BUILDING AUTHORITY.
- ALL BOLTS ARE GRADE 8.8 STRUCTURAL ASSEMBLIES SUPPLIED WITH NUT AND WASHER U.N.O.
- ALL BOLTS TO BE SNUG TIGHTENED U.N.O.
- MAINTAIN STABLE CONDITIONS OF STRUCTURE DURING CONSTRUCTION AND DO NOT OVER STRESS ANY PART DURING CONSTRUCTION.
- PROVIDE "HELICOIL GRIP": OR "FAN WRAP" AT TERMINATION OF ALL GUY WIRES.
- INSTALL LAD-SAF FALL ARREST SYSTEM AS PER MANUFACTURES SPECIFICATIONS.

LOCATION

- THE MAST LOCATION AND PROXIMITY TO PUBLIC ROADS, BUILDINGS AND OTHER INFRASTRUCTURE IS THE RESPONSIBILITY OF THE CLIENT AND RELEVANT LOCAL COUNCIL, STATE AND FEDERAL AUTHORITIES. UNLESS OTHERWISE STATED, ART IS NOT RESPONSIBLE FOR THE FINAL LOCATION IN REGARD TO COMPLIANCE WITH RELEVANT LOCAL COUNCIL, STATE AND FEDERAL AUTHORITIES.

EARTHING

- UNLESS OTHERWISE SPECIFIED ART IS NOT RESPONSIBLE FOR THE SITE EARTHING SYSTEM COMPLIANCE TO AS/NZS 1768-2021 CI 3.5.3 (EARTHING RESISTANCE RECOMMENDED VALUES) AS WELL AS THE PROVISION OF GEOTECHNICAL AND SOIL RESISTIVITY SURVEY DATA.
- THE METAL GUY WIRES ARE CONSIDERED ADEQUATELY EARTHED AS THEY ARE ATTACHED TO BURIED STEEL ANCHOR RODS SET IN EARTH (REFER TO AS/NZS 1768-2021 Appendix I.5.1)
- THE TOWER METALLIC STRUCTURE IS CONSIDERED A NATURAL DOWN CONDUCTOR AND REQUIRES NO ADDITIO IONAL DOWNCONDUCTOR (REFER TO AS/NZS 1768-2021 CI 3.3.3)

STEEL ERECTION

- MAST INSTALLATION DESIGNED FOR GIN-POLE OR CRANE ERECTION.
- FOR CRANE LIFTS ASSEMBLED SECTIONS MUST NOT EXCEED 40m IN A SINGLE LIFT UNLESS TWO CRANES ARE USED IN A DUAL LIFT CONFIGURATION.
- FOR GIN-POLE LIFTS ONLY ONE SECTION AT A TIME TO BE RAISED WITH GIN-POLE.

FOOTINGS & FOUNDATIONS

- REMOVE ALL TOPSOIL AND UPPER STRATA CONTAINING ORGANIC MATTER FOR ALL FOOTINGS.
- IF MATERIAL ON-SITE IS NOT SUITABLE FOR STANDARD COMPACTION SPECIFICATION, THEN IMPORTED FILL OR BACKFILL SHALL CONSIST OF APPROVED MATERIAL INSTALLED AS PER COMPACTION SPECIFICATIONS.
- GROUND COLLAPSE CONTROL MEASURES SHALL BE USED WHERE GROUND COLLAPSES MAY OCCUR BY APPLYING EITHER SHORING, BENCHING AND OR BATTERING. LOCAL WHS CODE OF PRACTICE SHALL BE ADHERED TO.

MAST GUY WIRE SPECIFICATIONS

GUY WIRES: AS APPLICABLE

- Ø8.25 (7/2.75) G1320
TENSILE STRENGTH 1320 MPa
PRE-TENSION 3.5 kN
- Ø10 (19/2.00) G1320
TENSILE STRENGTH 1320 MPa
PRE-TENSION 5 kN

GUY ANCHOR COMPACTION SPECIFICATIONS

- THE LEVEL OF TOLERANCE OF GUY ANCHOR FOOTINGS MAY VARY (HIGHER/LOWER) WITHOUT ENGINEERING REVIEW MAINTAINING NOMINATED GUY ANCHOR ANGLES AS SPECIFIED BY THE STRUCTURAL ENGINEER.
INNER FOOTING: 3.0m
INTERMEDIATE FOOTING: 6.0m
OUTER FOOTING: 6.0m
- EXCAVATE ANCHOR PIT AND INSTALL STEEL ANCHOR BEAM, ANCHOR ROD AND ATTACHMENTS AS SPECIFIED IN DETAILS AND INFORMATION PROVIDED ON STRUCTURAL DRAWINGS.
- CLAYS OR SILTS (BASED ON $\phi=20^\circ$ AND $C_u=20\text{kPa}$) OR COMPACTABLE SANDS (BASED ON $\phi=32^\circ$ MIN.) CAN BE USED AS FILL MATERIAL. MINIMUM SOIL PROPERTIES ARE AS STATED ABOVE UNLESS A GEOTECHNICAL REPORT IS PROVIDED IN WHICH CASE SPECIFIC SELECT FILL PARTICLES SIZE AND SHAPE IS TO SUIT COMPACTED LAYER THICKNESS AS PER THE GEOTECHNICAL REPORT SPECIFICATIONS.
- ACHIEVE ADEQUATE COMPACTION BY PROVIDING A COMPACTED DENSITY EQUAL TO A CONTROLLED FILL CLASSIFICATION AS DEFINED IN AS2870. PLACE FILL IN LAYERS NO GREATER THAN 150mm WHEN COMPACTED. ACHIEVE REQUIRED COMPACTION BY MECHANICAL TAMPING SUCH AS COMPACTION BY RODDING, VIBRATING PLATE, SMOOTH DRUM ROLLER ATTACHED TO A BACKHOE/EXCAVATOR, OR WALK BEHIND WHACKER PACKER.
- ANGLE OF ANCHOR ROD SHOWN ON GUY ANCHOR FOOTING SCHEDULE REFERS TO PRETENSION FORCE BEING APPLIED TO GUY-WIRES AND RE-COMPACTION OF LOOSE SOIL FOLLOWING PRETENSION.

CONCRETE

- ALL WORKMANSHIP PREFORMED AND MATERIALS USED ARE AS PER AS3600.
- PLACE CONCRETE WITH COMPRESSIVE STRENGTH F_C 32MPa AS DEFINED IN AS1379.
- MAST BASE FOUNDATION: CONCRETE COVER OF 75mm MIN. TOP, BOTTOM AND SIDES.
- GUY ANCHOR FOUNDATION: MIN. 50mm CONCRETE COVER AROUND THE STEEL ANCHOR BEAM; FOR TOTAL CONCRETE DEPTH REFER TO GUY ANCHOR FOOTING SCHEDULE.
- NO HOLES OR CHASES OTHER THAN THOSE SHOWN ON THE STRUCTURAL DRAWINGS MADE IN CONCRETE MEMBERS WITHOUT THE WRITTEN APPROVAL FROM THE STRUCTURAL ENGINEER.
- REINFORCEMENT SYMBOLS:
N - GRADE 500 NORMAL DUCTILITY DEFORMED BAR. THE NUMBER FOLLOWING THESE SYMBOLS INDICATES BAR DIAMETER IN MILLIMETRES U.N.O.
REINFORCEMENT TO COMPLY WITH AS4671.

STEEL WORK

- ALL WORKMANSHIP PREFORMED AND MATERIALS USED ARE AS PER AS4100 AND AS1554. EXCEPTION MAY BE PERMITTED ONLY WDM HERE AS VARIED BY APPROVED CONTRACT DOCUMENTS.
- UNLESS NOTED OTHERWISE, THE FOLLOWING STEEL GRADES YIELD STRENGTH APPLY TO MAST SECTIONS:
MAST CORD (LEGS) 500 MPa
MAST WEBBING 300 MPa
PLATES 250 MPa
- WELDED CONNECTIONS BETWEEN STRUCTURAL MEMBERS ARE 6mm CONTINUOUS FILLET WELD (OR SIZE EQUIVALENT TO THE MINIMUM THICKNESS OF CONNECTION MEMBERS IF LESS THAN 6mm) U.N.O. WELDED CONNECTIONS BETWEEN LATTICE & CHORDS ARE 6mm MIN. COMPLETE M AND INCOMPLETE PENETRATION BUTT WELDS CLASS SP U.N.O.
- BOLT TYPES AND DESIGNATIONS WHERE USED ARE AS FOLLOWS:
4.6/5 COMMERCIAL BOLTS TO AS1111 SNUG TIGHTENED 8.8/5 HIGH STRENGTH STRUCTURAL ASSEMBLY (BOLTS, NUTS AND HARDENED WASHERS) TO AS1252 SNUG TIGHTENED ONLY FOR ALL MAST SECTIONS U.N.O.
M16 HIGH STRENGTH (8.8/5) BOLTS USED TYPICALLY IN ALL CONNECTIONS U.N.O. NOTWITHSTANDING THIS, NO STEEL-TO-STEEL CONNECTIONS ASSEMBLED WITH LESS THAN 2/ M16 (8.8/5) BOLTS U.N.O. U-BOLTS (4.6/5) USED FOR ANCILLARIES INSTALLATION U.N.O.
- BOLT HOLES IN STEEL-TO-STEEL AND STEEL-TO-CONCRETE CONNECTIONS WITH BOLT DIAMETER +2mm AND +3mm RESPECTIVELY. BASE PLATES MUST HAVE A BOLT DIAMETER +6mm U.N.O.
- ALL NUTS, BOLTS AND WASHERS ARE GALVANIZED U.N.O.
- WELD MATERIAL REQUIRES A NOMINAL TENSILE STRENGTH OF 490MPa AS PER AS4100 AMENDMENT 1, 2012, TABLE 9.7.3.10(1).
- ALL WELDS REQUIRE CATEGORY SP AS PER AS1554 PART 1 U.N.O. PART 3 U.N.O.
- PROTECTIVE SURFACE TREATMENT APPLIED TO STRUCTURAL STEELWORK AS FOLLOWS:
GENERAL MAST FINISH:
HOT-DIP GALVANIZE "HDG600" (AS2312) (AVERAGE 90 MICRON).
GUY ANCHOR BEAMS & ANCHOR RODS FINISH:
HOT-DIP GALVANIZE "HDG600" (AS2312) (AVERAGE 90 MICRON).
BLACK STEEL MAY BE USED WHERE ANCHOR BEAM IS ENCASED IN CONCRETE.

MAST DESIGN LOADS

WIND PARAMETERS (AS1170.2:2021)	
WIND REGION	A0
TERRAIN CATEGORY	2
IMPORTANCE LEVEL (AS1170.0:2011)	1
TOPOGRAPHIC MULTIPLIER Mt	1.000
DIRECTIONAL MULTIPLIER Md	1
CLIMATE CHANGE MULTIPLIER Mc	1
REGIONAL WIND SPEED Vr (m/s) (2)	38
SERVICE WIND Vs (m/s) (3)	27
DEPLOYMENT TYPE (4)	TEMPORARY
STRUCTURE SERVICE LIFE (5)	5 YEARS
MAST STEELWORK INFORMATION	
MAST HUB HEIGHT	130000
MAST HEIGHT	127646
STANDARD MAST SECTION HEIGHT (GL55)	2880
MAST BASE HEIGHT (GL55)	465
MAST BASE RL	100
MAST FOOTING & SOIL PROPERTIES	
SOIL ALLOWABLE BEARING CAPACITY (kPa)	100 kPa
DENSITY OF SOIL (kN/m ³)	17 kN/m ³
INTERNAL ANGLE OF FRICTION (DEGREES°)	30°
MAST FOUNDATION	BURIED BASE
FOUNDATION DIMENSIONS (WxLxD)	1600x1600x912
NOTES: (A)	
1. REGIONAL WIND SPEED FOR AS1170.2:2021 CALCULATIONS OF WIND PRESSURE DETERMINED VIA AS1170.0:2011 ANNEX F TAKING INTO ACCOUNT THE DESIGN WORKING LIFE OF THE DEPLOYMENT TYPE AND ANNUAL PROBABILITY OF WIND EVENT EXCEEDANCE IN ACCORDANCE WITH THE IMPORTANCE LEVEL. THE DESIGN WORKING LIFE IS CONSIDERED AS 5 YEARS FOR TEMPORARY MASTS AND 25 YEARS FOR PERMANENT MASTS.	
2. SERVICE WIND SPEED BASED ON CRITERION OF SERVICEABILITY OF COMMUNICATION LATTICE TOWERS WHICH TAKES INTO CONSIDERATION OUTAGES IN BROADCASTING OR LOSS OF SIGNAL IN MICROWAVE RADIO LINKS. A 27 m/s WIND SPEED IS THE REFERENCE SPEED ANNOTATED IN AS3995-1994 ANNEX A AND OTHER INTERNATIONAL STANDARDS THAT REGULATES THIS TYPE OF STRUCTURAL DESIGN.	
3. AS DEFINED IN THE PROJECT SCOPE OF WORKS.	
4. MINIMUM SERVICE LIFE EXPECTED FOR STEEL MEMBERS, PROTECTIVE COATINGS AND CONCRETE ELEMENTS WITHOUT COMPROMISED TO STRUCTURAL INTEGRITY WITH STANDARD LEVEL OF MAINTENANCE.	
5. MAINTENANCE LOAD CONSIDERED AS 2 PERSONNEL AT A TIME OR EQUIVALENT.	
6. THE ULTIMATE SOIL CAPACITY IS TAKEN AS AT LEAST 1.5 TIMES THE REFERRED ALLOWABLE CAPACITY.	

NOTES

REV	DESCRIPTION	DATE
03	UPDATED INSTRUMENTS AT 124000	17/01/24
02	UPDATED COORDINATES	4/09/23
01	UPATED INSTRUMENT HEIGHT D2	28/08/23
00	ISSUED FOR CONSTRUCTION	14/08/23



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PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
GENERAL NOTES

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3
N/A

THIRD ANGLE
PROJECTION

DRAWN
CG

CHECKED
HY

APPROVED
KT

CO-ORDINATED
KT

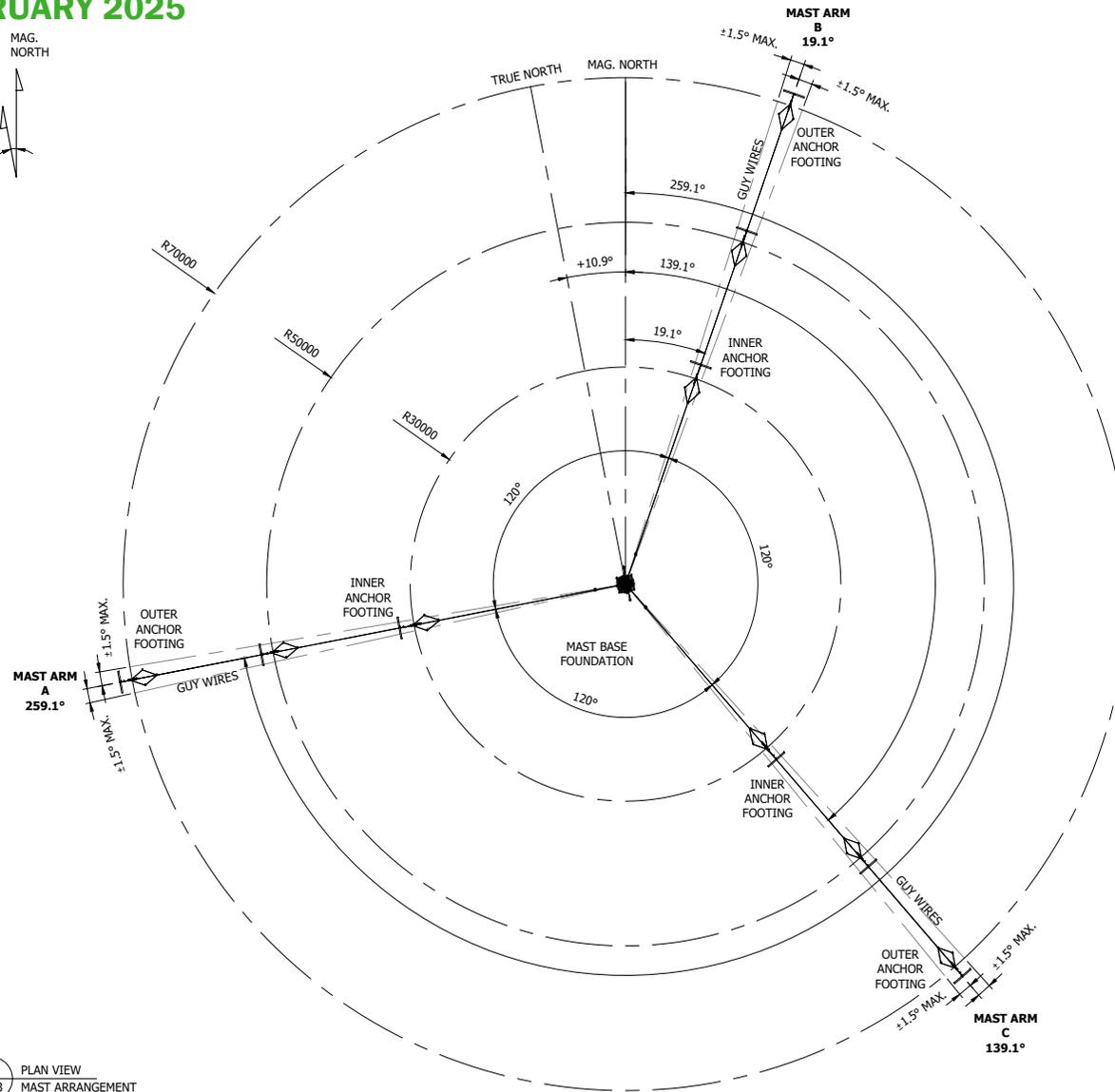
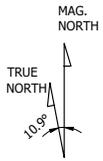
DRAWING NUMBER
ART-22408-DRG-0001

SHEET
2 / 10

ISSUE
03

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
14.1.3**

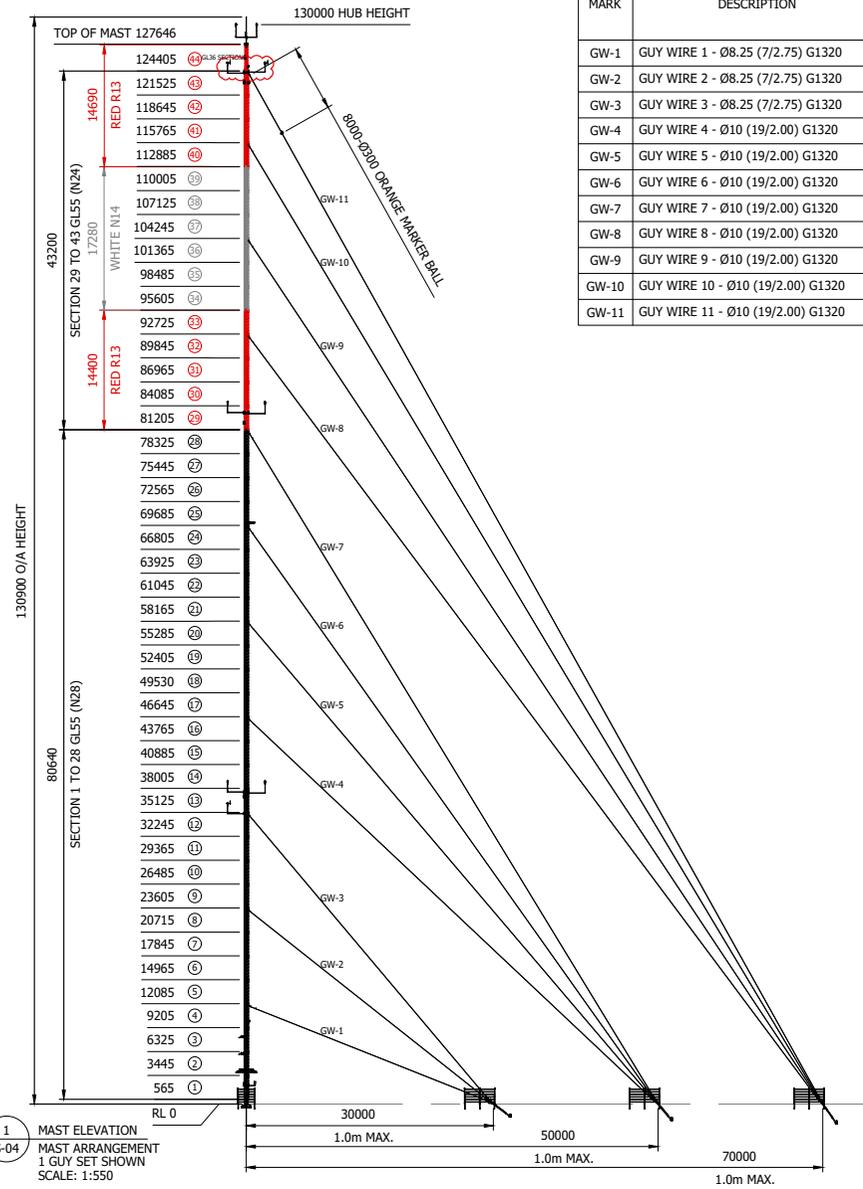


1 PLAN VIEW
S-03 MAST ARRANGEMENT

NOTES		
03	UPDATED INSTRUMENTS AT 124000	17/01/24
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00	ISSUED FOR CONSTRUCTION	14/08/23
REV	DESCRIPTION	DATE
 <p>119-125 QUARRY ROAD MURWILLUMBAH, 2484, NSW (02) 6672 6200 admin@artowers.com.au australianradiotowers.com</p> <p><small>THIS DOCUMENT AND ALL INTELLECTUAL PROPERTY ASSOCIATED ARE PROPERTY OF ART GROUP. INFORMATION CONTAINED IS STRICTLY CONFIDENTIAL TO COMPANIES WITHIN ART GROUP. ANY REQUEST TO COPY OR CIRCULATE THIS DOCUMENT REQUIRES PRIOR WRITTEN APPROVAL FROM ART GROUP. © 2021 ART GROUP PTY LTD AND ITS LICENSORS. 2022-2023</small></p>		
CLIENT		
		
PROJECT MILPULLING WIND FARM MAST 01 - 130M(NOM.) MET MAST GL55-36 GUYED LATTICE MAST TEMPORARY DEPLOYMENT		
SHEET TITLE MAST PLAN		
STATUS FOR CONSTRUCTION		
SCALE PLOTTED AT A3 1:600		THIRD ANGLE PROJECTION
DRAWN CG	CHECKED HY	APPROVED KT
DRAWING NUMBER ART-22408-DRG-0001		CO-ORDINATED KT
SHEET 3/10		ISSUE 03

GUY WIRE SCHEDULE (RIGGING EQUIPMENT TO AS 1138, AS 2319, AS 2714, AS 2759, AS 4991.)										
MARK	DESCRIPTION	HEIGHT	LENGTH	RADIUS	SIZE	PRE-TENSION	BOW & 'D' SHACKLE GALV. (GRADE S)	FAN-WRAP GALV. (GRADE GFG 083)	THIMBLE GALV. (GRADE 3025)	
GW-1	GUY WIRE 1 - Ø8.25 (7/2.75) G1320	11820	35000							
GW-2	GUY WIRE 2 - Ø8.25 (7/2.75) G1320	23340	42000	30000	Ø8.25	3.5kN		8.25mm	11mm	
GW-3	GUY WIRE 3 - Ø8.25 (7/2.75) G1320	34860	50000							
GW-4	GUY WIRE 4 - Ø10 (19/2.00) G1320	46380	72000				19mm			
GW-5	GUY WIRE 5 - Ø10 (19/2.00) G1320	57900	80000	50000						
GW-6	GUY WIRE 6 - Ø10 (19/2.00) G1320	69420	90000							
GW-7	GUY WIRE 7 - Ø10 (19/2.00) G1320	80940	100000		Ø10	5kN		10mm	14mm	
GW-8	GUY WIRE 8 - Ø10 (19/2.00) G1320	92460	120000							
GW-9	GUY WIRE 9 - Ø10 (19/2.00) G1320	103980	130000	70000						
GW-10	GUY WIRE 10 - Ø10 (19/2.00) G1320	115500	140000							
GW-11	GUY WIRE 11 - Ø10 (19/2.00) G1320	124140	145000							

- NOTES
- REFER TO GENERAL NOTES (SHEET 2) FOR MOST SPECIFICATIONS AND ART PROPRIETARY PRODUCT DISCLOSURE.
 - REFER TO MAST ANCYLLARY DETAILS (SHEET 5) FOR ANCYLLARY DETAILS AND INFORMATION.
 - REFER TO MAST FOOTING DETAILS (SHEET 6) FOR FOOTING DETAILS AND INFORMATION.



REV	DESCRIPTION	DATE
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PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
MAST ELEVATION

STATUS **FOR CONSTRUCTION**

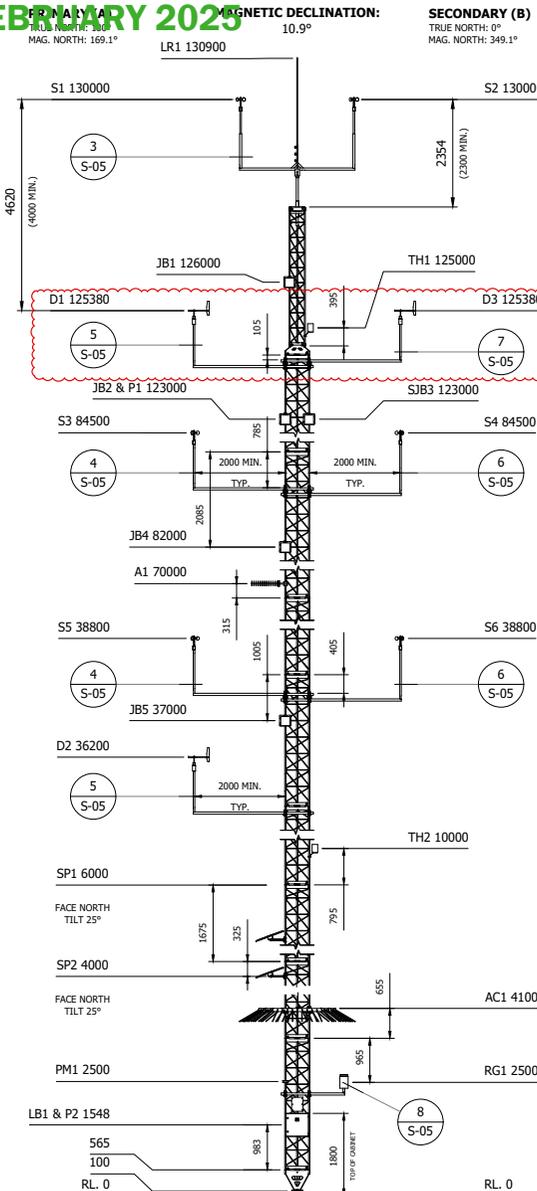
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THIRD ANGLE PROJECTION

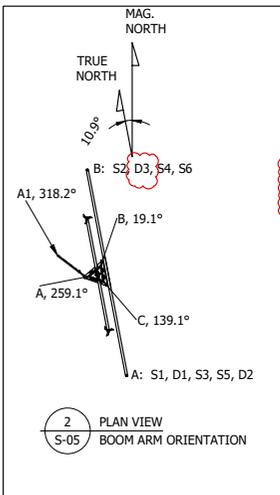
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DRAWING NUMBER: ART-22408-DRG-0001
SHEET: 4/10
ISSUE: 03

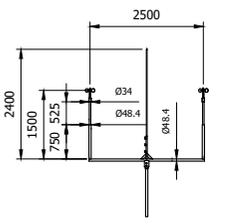
1 S-04
MAST ELEVATION
MAST ARRANGEMENT
1 GUY SET SHOWN
SCALE: 1:550



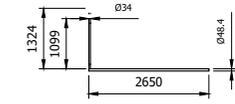
1 ELEVATION VIEW
S-05 MAST ANCILLARIES



2 PLAN VIEW
S-05 BOOM ARM ORIENTATION



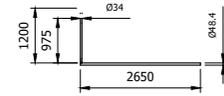
3 BAAS-0002
S-05 TOP GOAL-POST
2x THIES FCA2/X



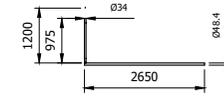
6 BA-043
S-05 BOOM ARM
ANEMOMETER
THIES FCA2/X

MAST ANCILLARY LOADING					
MARK	DESCRIPTION	HEIGHT	SECTION	ESA m ²	
LR1	LIGHTNING ROD	130900	TOP	0.56	
S1	ANEMOMETER THIES FCA2	130000			
S2	ANEMOMETER THIES FCA2	130000			
JB1	JUNCTION BOX	126000	44	0.06	
D1	WIND VANE THIES FIRST CLASS POT	125380	43	0.2	
D3	WIND VANE THIES FIRST CLASS POT	125380	43	0.2	
TH1	TEMP. & HUMIDITY GALTEC MELA KPC	125000	44	0.02	
JB2	JUNCTION BOX			0.06	
P1	PRESSURE SENSOR AMMOMIT AB60 (INSIDE JB2)	123000	43	0.06	
SJB3	SMALL JUNCTION BOX			0.06	
S3	ANEMOMETER THIES FCA2			0.2	
S4	ANEMOMETER THIES FCA2	84500	29	0.2	
JB4	JUNCTION BOX	82000		0.06	
A1	YAGI 698-890MHz YW15-6989	70000	25	0.02	
S5	ANEMOMETER THIES FCA2			0.2	
S6	ANEMOMETER THIES FCA2	38800	13	0.2	
JB5	JUNCTION BOX	37000		0.06	
D2	WIND VANE THIES FIRST CLASS POT	36200	12	0.2	
TH2	TEMP. & HUMIDITY GALTEC MELA KPC	10000	4	0.02	
SP1	SOLAR PANEL SOLARWAT 50w	8000	3	0.33	
SP2	SOLAR PANEL SOLARWAT 50w	6000	2	0.33	
AC1	ANTI CLIMB TO SUIT GL55 N28 MAST SECTION	4100		0.27	
RG1	RM YOUNG RAIN GAUGE	2500		0.2	
PM1	PRECIPITATION MONITOR	2500	1	0.02	
LB1	CAMPBELL SCIENTIFIC DATA LOGGER CR1000X			0.27	
P2	PRESSURE SENSOR AMMOMIT AB60 (INSIDE LB1)	1548		0.02	
				TOTAL ESA m ²	3.7

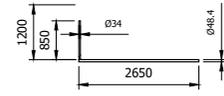
NOTES:
1. STRUCTURAL ALLOWANCE FOR BUNDLED CABLES DOWN MAST LEG(S).
2. ESA VALUES INCLUDE BOOM ARMS, BRACKETS AND INSTRUMENTS.



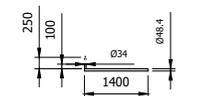
4 BA-040
S-05 BOOM ARM
ANEMOMETER
THIES FCA2/X



5 BA-069
S-05 BOOM ARM
WIND VANE
THIES FIRST CLASS



7 BA-042
S-05 BOOM ARM
RM YOUNG 3D



8 BA-077
S-05 BOOM ARM
RAIN GAUGE
RM YOUNG 52203

NOTES

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PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
MAST ANCILLARY DETAILS

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3
1:100

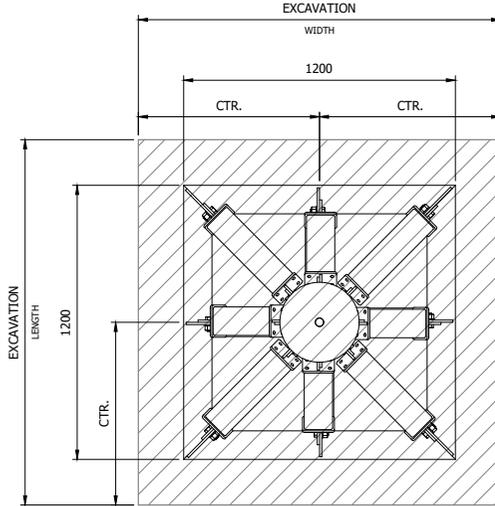
THIRD ANGLE
PROJECTION

DRAWN CG CHECKED HY APPROVED KT CO-ORDINATED KT

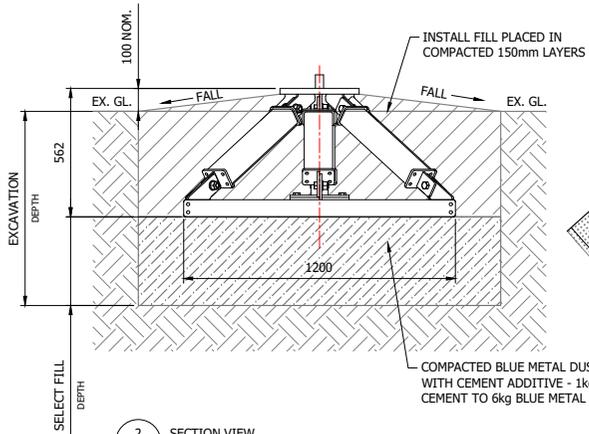
DRAWING NUMBER ART-22408-DRG-0001 SHEET 5/10 ISSUE 03

EXCAV. WIDTH	EXCAV. LENGTH	EXCAV. DEPTH	SELECT FILL DEPTH	BLUE METAL VOL. (m ³)	CEMENT (kg)
1600	1600	912	450	1.16	281

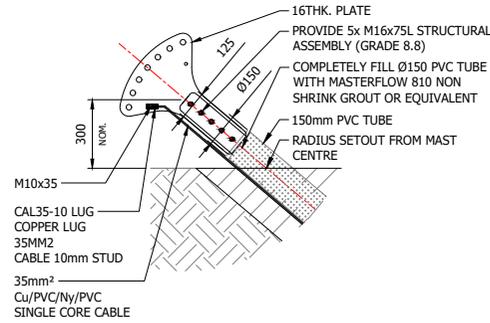
GUY ANCHOR FOOTING SCHEDULE														
FOOTING	RADIUS	No. GUYS	EXCAV. WIDTH	EXCAV. LENGTH	EXCAV. DEPTH	ANCHOR BEAM	ANGLE	DIM A	DIM B	DIM C	GROUT WEIGHT (kg)	PIPE LENGTH	ANCHOR HEAD	TURNBUCKLE GALV. (GRADE P)
INNER	30000	3	800	3400	1600	3000	36°	2068	400	2940	68	2400	7 HOLE	5/8"
INTERMEDIATE	50000	4	800	3400	2000	3000	50°	1660	400	2900	69	2400	7 HOLE	7/8"
OUTER	70000	4	1000	3400	2400	3000	55°	1695	500	3200	78	2800	7 HOLE	7/8"



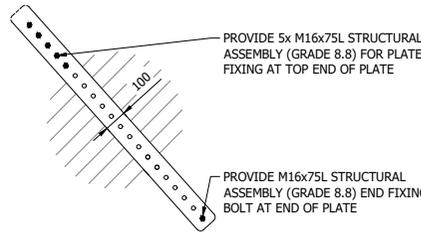
1 PLAN VIEW
S-06 BURIED STEEL MAST FOUNDATION
TYPICAL DETAIL



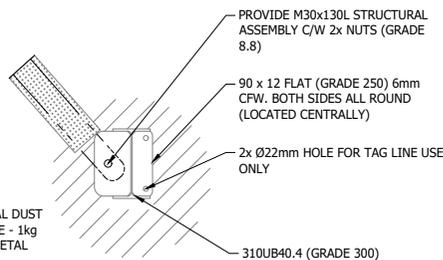
2 SECTION VIEW
S-06 BURIED STEEL MAST FOUNDATION
TYPICAL DETAIL



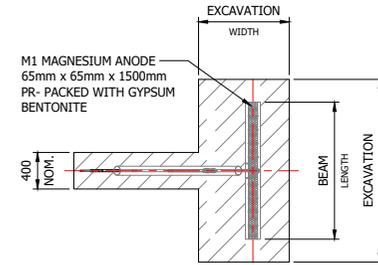
A DETAIL VIEW
S-06 ANCHOR HEAD ASSEMBLY
TYPICAL DETAIL



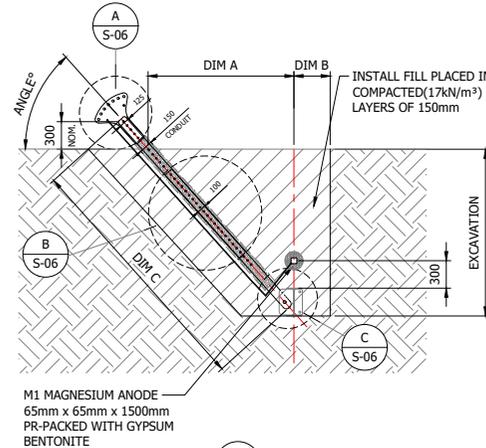
B DETAIL VIEW
S-06 ANCHOR ROD CONNECTION
PVC TUBE & EARTH NOT SHOWN FOR CLARITY
TYPICAL DETAIL



C DETAIL VIEW
S-06 ANCHOR BEAM ASSEMBLY
TYPICAL DETAIL



3 PLAN VIEW
S-06 GUY ANCHOR FOOTING
TYPICAL DETAIL



4 SECTION VIEW
S-06 GUY ANCHOR FOOTING
TYPICAL DETAIL

NOTES
1. REFER TO GENERAL NOTES (SHEET 2)
GUY ANCHOR CONCRETE & COMPACTION
SPECIFICATIONS.

REV	DESCRIPTION	DATE
03	UPDATED INSTRUMENTS AT 124000	17/01/24
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PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
MAST FOOTING DETAILS - BURIED ANCHOR

STATUS **FOR CONSTRUCTION**

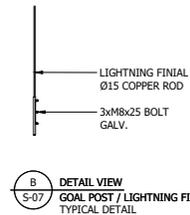
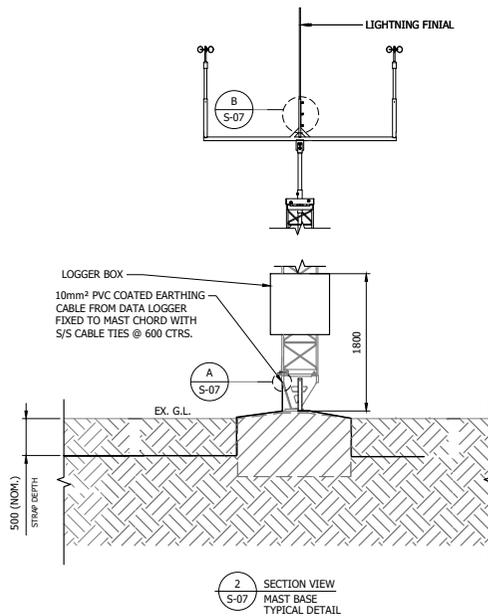
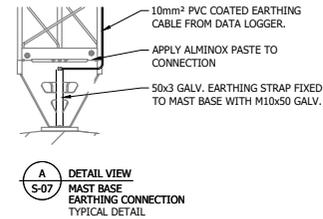
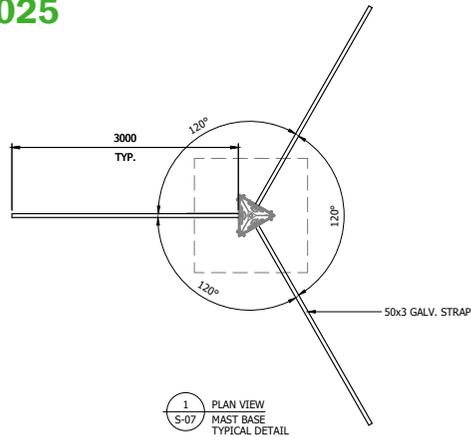
SCALE PLOTTED AT A3
N.T.S. THIRD ANGLE PROJECTION

DRAWN CG CHECKED HY APPROVED KT CO-ORDINATED KT

DRAWING NUMBER ART-22408-DRG-0001 SHEET 6/10 ISSUE 03

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
14.1.3**



NOTES

- REFER TO GENERAL NOTES (SHEET 2) FOR EARTHING SPECIFICATIONS.

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2022-2023

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PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
EARTHING DETAILS

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3
N.T.S.

THIRD ANGLE
PROJECTION

DRAWN
CG

CHECKED
HY

APPROVED
KT

CO-ORDINATED
KT

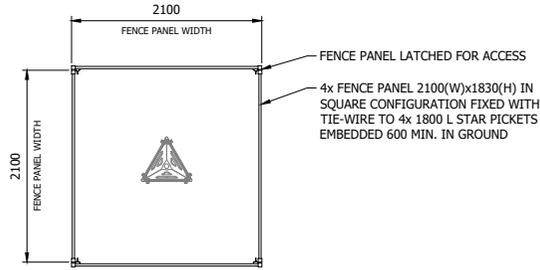
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ART-22408-DRG-0001

SHEET
7 / 10

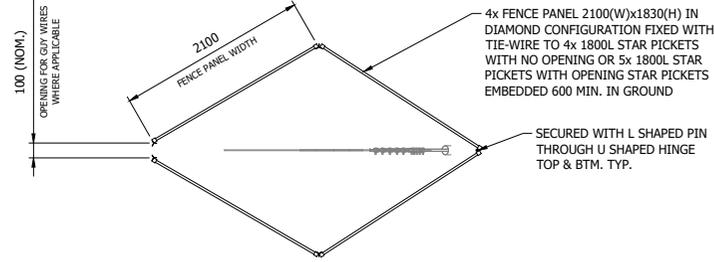
ISSUE
03

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

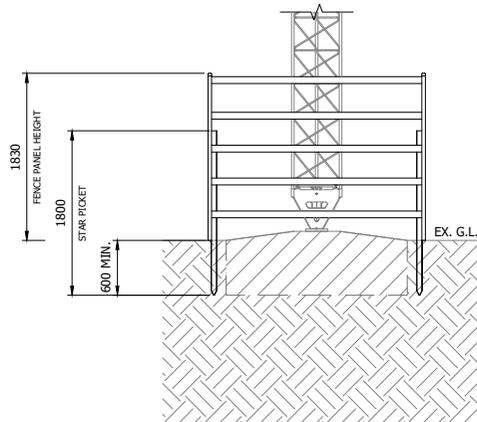
**APPENDIX
14.1.3**



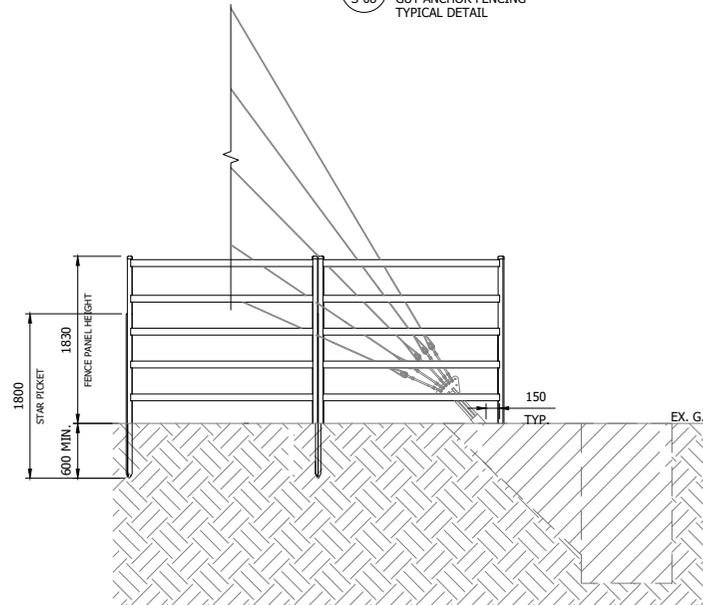
1 PLAN VIEW
S-08 MAST BASE FENCING TYPICAL DETAIL



3 PLAN VIEW
S-08 GUY ANCHOR FENCING TYPICAL DETAIL



2 SECTION VIEW
S-08 MAST BASE FENCING TYPICAL DETAIL



4 SECTION VIEW
S-08 GUY ANCHOR FENCING TYPICAL DETAIL

- NOTES:**
1. POSITION STAR PICKETS BEHIND FENCE PANELS.
 2. NO SHARP EDGES ON THE OUTSIDE OF FENCE PANELS.
 3. INNER ANCHOR - 4 PANELS & 5 STAR PICKETS (OPENING).
 4. OTHER ANCHOR(S) - 4 PANELS & 4 STAR PICKETS.
 5. FOOTINGS SHOWN FOR INDICATIVE PURPOSE ONLY REFER TO MAST FOOTING AND FOUNDATION DETAILS (SHEET 6).

NOTES

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REV	DESCRIPTION	DATE



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MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
FENCING DETAILS

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3
N.T.S.

THIRD ANGLE PROJECTION

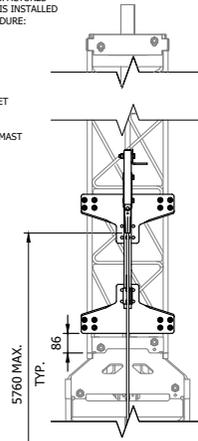
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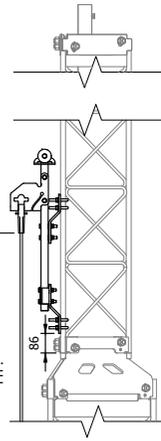
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INSTALL LAD- SAF FALL ARREST SYSTEM AS PER MANUFACTURERS SPECIFICATIONS. GENERALLY, THE LAD- SAF SYSTEM IS INSTALLED FROM THE TOP DOWN WITH THE FOLLOWING PROCEDURE:

1. INSTALL THE TOP BRACKETS
2. INSTALL THE TOP COMPONENT TO BRACKETS
3. INSTALL THE CABLE TO THE TOP COMPONENT
4. INSTALL THE CABLE GUIDES
5. INSTALL THE BOTTOM BRACKET
6. INSTALL THE BOTTOM COMPONENT TO BRACKET
7. TENSION THE CABLE
8. INSPECT THE INSTALLATION
9. INSTALL THE I-SAFE RFID TAG AT BOTTOM OF MAST

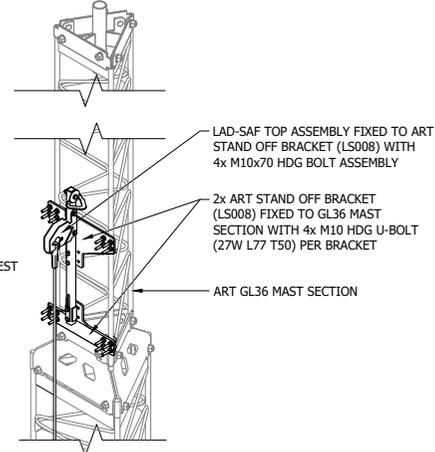
1 FRONT VIEW
S-09 LAD- SAF FALL ARREST TOP ASSEMBLY GL55/36 MAST TYPICAL DETAIL



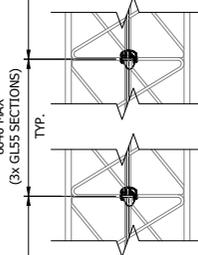
4 SIDE VIEW
S-09 LAD- SAF FALL ARREST TOP ASSEMBLY GL55/36 MAST TYPICAL DETAIL



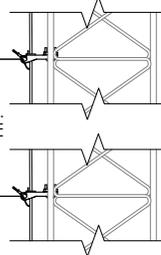
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S-09 LAD- SAF FALL ARREST TOP ASSEMBLY GL55/36 MAST TYPICAL DETAIL



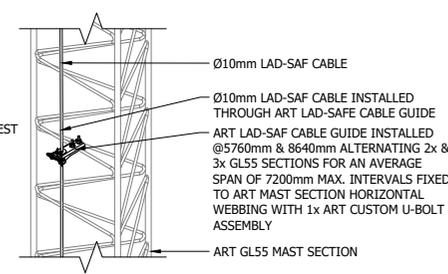
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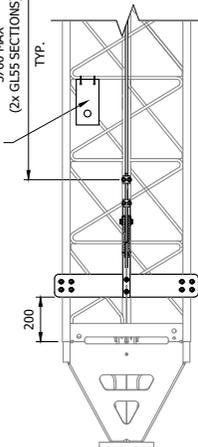
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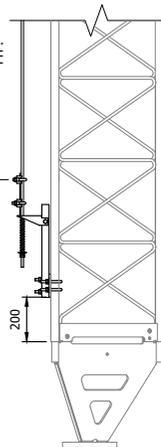
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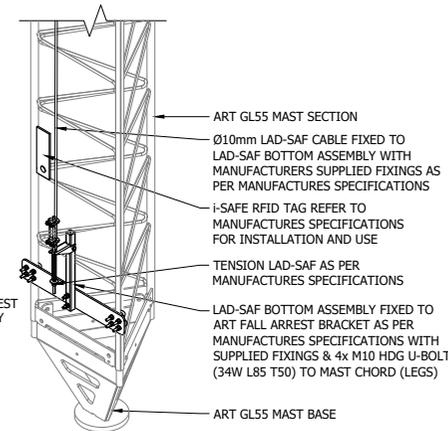
3 FRONT VIEW
S-09 LAD- SAF FALL ARREST BOTTOM ASSEMBLY GL55/36 MAST TYPICAL DETAIL



6 SIDE VIEW
S-09 LAD- SAF FALL ARREST BOTTOM ASSEMBLY GL55/36 MAST TYPICAL DETAIL



9 ISOMETRIC VIEW
S-09 LAD- SAF FALL ARREST BOTTOM ASSEMBLY GL55/36 MAST TYPICAL DETAIL



NOTES

REV	DESCRIPTION	DATE
03	UPDATED INSTRUMENTS AT 124000	17/01/24
02	UPDATED COORDINATES	4/09/23
01	UPATED INSTRUMENT HEIGHT D2	28/08/23
00	ISSUED FOR CONSTRUCTION	14/08/23



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CLIENT

PROJECT
MILPULLING WIND FARM
MAST 01 - 130M(NOM.) MET MAST
GL55-36 GUYED LATTICE MAST
TEMPORARY DEPLOYMENT

SHEET TITLE
FALL ARREST DETAILS

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3
N.T.S.

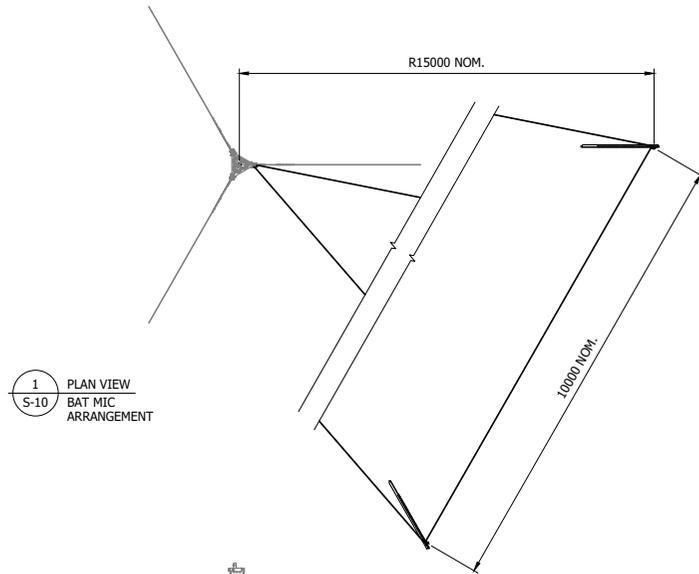
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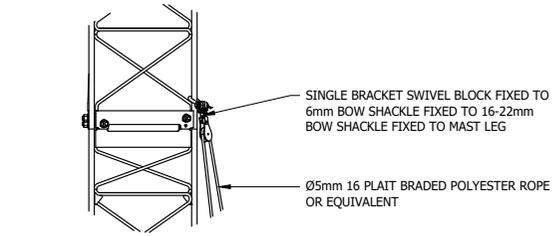
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**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

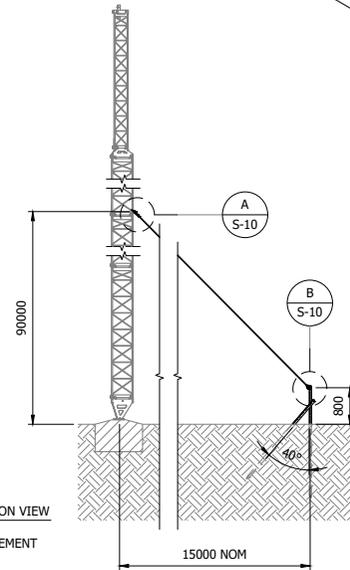
**APPENDIX
14.1.3**



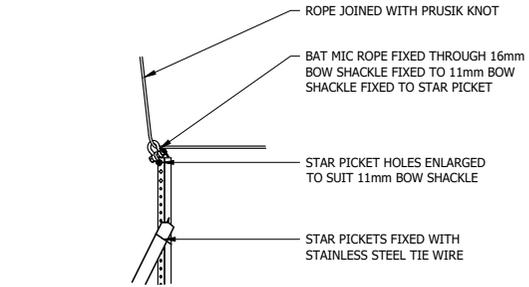
1
S-10
PLAN VIEW
BAT MIC
ARRANGEMENT



A
S-10
DETAIL VIEW
BAT MIC
TOP MOUNT ARRANGEMENT
SCALE: 1:20



2
S-10
ELEVATION VIEW
BAT MIC
ARRANGEMENT



B
S-10
DETAIL VIEW
BAT MIC
BOTTOM MOUNT ARRANGEMENT
SCALE: 1:20

NOTES

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SHEET TITLE
BAT MIC DETAILS

STATUS **FOR CONSTRUCTION**

SCALE PLOTTED AT A3
N.T.S.

THIRD ANGLE PROJECTION

DRAWN CG	CHECKED HY	APPROVED KT	CO-ORDINATED KT
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DRAWING NUMBER ART-22408-DRG-0001	SHEET 10 / 10	ISSUE 03
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Attachment 4 – Preliminary Aviation Impact Assessment

Attachment to the Letter to Airservices Australia

Preliminary Aeronautical Impact Assessment Summary_Airservices

Goldwind Australia Pty Ltd

Reference: 527162

Revision: 1

2024-10-02

Document control record

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1 Acronym List

Acronym	Definition
AIP	Aeronautical Information Publication
AIS – AF	Aeronautical Information Service – Air Force
AMSL	Above Mean Sea Level
ATS	Air Traffic Service
CASA	Civil Aviation Safety Authority
CASR	Civil Aviation Safety Regulations
DAH	Designated Airspace Handbook
DITRDCA	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
LSALT	Lowest Safe Altitude
NM	Nautical Mile
RAAF	Royal Australian Air Force
VFR	Visual Flight Rules
WTG	Wind Turbine Generator

2 Reference Documents

The following list of documents have been referenced when conducting the preliminary assessment:

- a) National Airports Safeguarding Framework (NASF) Guideline D, DITRDCA
- b) Manual of Standards (MoS) Part 173 Standards, CASA
- c) Flight Information Handbook Australia (FIHA), Australian Defence Force Flight Information Publication (En Route), AIS – AF
- d) Visual Navigation Chart (VNC) Perth, Airservices Australia
- e) Stay OnTrack: Flying The Perth Region, CASA
- f) En-Route Chart Low (ERC Low), Airservices Australia
- g) Designated Airspace Handbook (DAH), Airservices Australia
- h) En Route Supplement Australia (ERSA), Airservices Australia
- i) Advisory Circular (AC) 139.E-05, CASA

3 Project Background

Aurecon have been engaged to provide planning and environmental expertise to assist Goldwind Australia Pty Ltd (Goldwind) with the preparation and execution of approval requirements associated with the development of Wangaree Wind Farm (the Project).

Goldwind Australia Pty Ltd (Goldwind) are proposing to develop a 460 megawatt (MW) wind farm in the Shire of Gingin, Western Australia, approximately 100 kilometres (km) from Perth. The Project Area covers approximately 38 hectares (ha) of land to the east of Indian Ocean Drive, and includes 58 wind turbines, with a combined generating capacity of approximately 460MW. While the specific wind turbine model has yet to be determined, the following specifications should be considered:

- A maximum tip height (tower plus blades) of up to 260 metres above ground level.
- A minimum tip height of 39 metres above ground level.
- A hub height ranging from approximately 130 to 160 metres.
- Rotors with three blades, potentially up to 202 metres in diameter.

The Wangaree Wind Farm is positioned along the Western Australian coastline, about 116 km north of Perth. This project, fully contained within the Shire of Gingin local government area, is part of the coastal segment of the Wheatbelt Planning Region. It lies roughly 6 km south-west of the existing Yandi Wind Farm and 3.9 km east of the town of Ledge Point. The Project Area includes the following lots:

- P425974 1
- P207688 5700
- 195 BENNIES RD, KARAKIN (P425974 3)
- P221042 13736
- 222 BENNIES RD, BRETON BAY (P425974 7)



Figure 1: Location Context

4 Aerodrome in proximity of project site

To ensure comprehensive coverage of the vicinity where other aerodromes might be situated, two 30 nautical miles (nm) radii were constructed from the northernmost and southernmost wind turbine generators (WTGs). No aerodrome has been identified within the northern radius while it was determined that the sole aerodrome within a 30nm radius of the southernmost windfarm location is RAAF Base Gingin.

On this matter, Goldwind is engaging with the Department of Defence in parallel with this engagement with Airservices Australia.

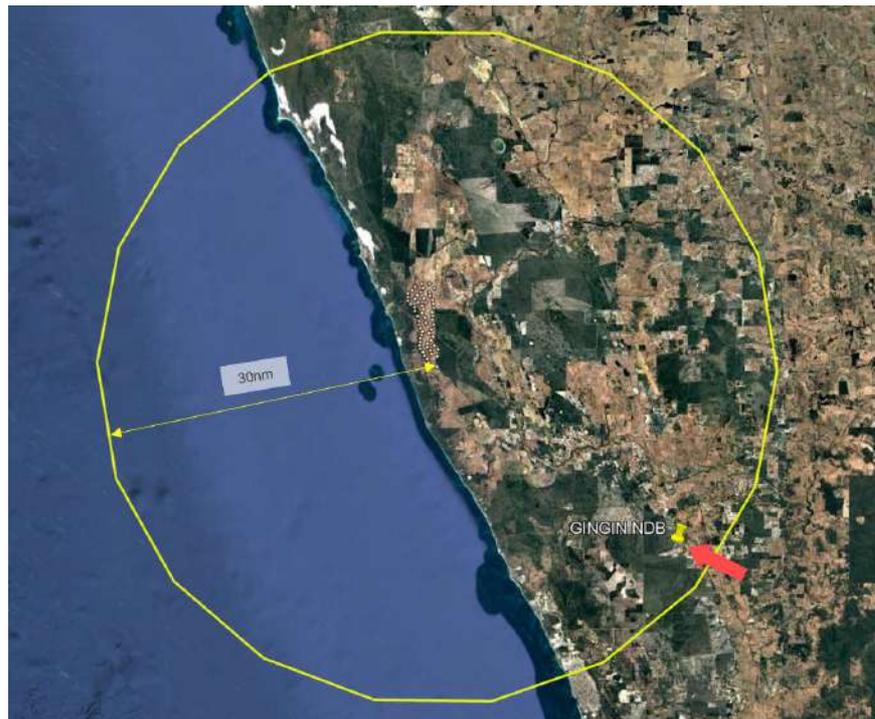


Figure 2: 30NM radius from the southernmost WTG

5 Special Use Airspace (SUA)

A key consideration is the airspace within which the windfarm sits. It is determined that the windfarm sits within Restricted Airspace, R155B. This area is part of the RAAF Pearce Training Areas (PTA) which is used for military training.

Goldwind is in discussions with the Department of Defence in parallel with this engagement with Airservices Australia.



Figure 3: Windfarm location within R155B

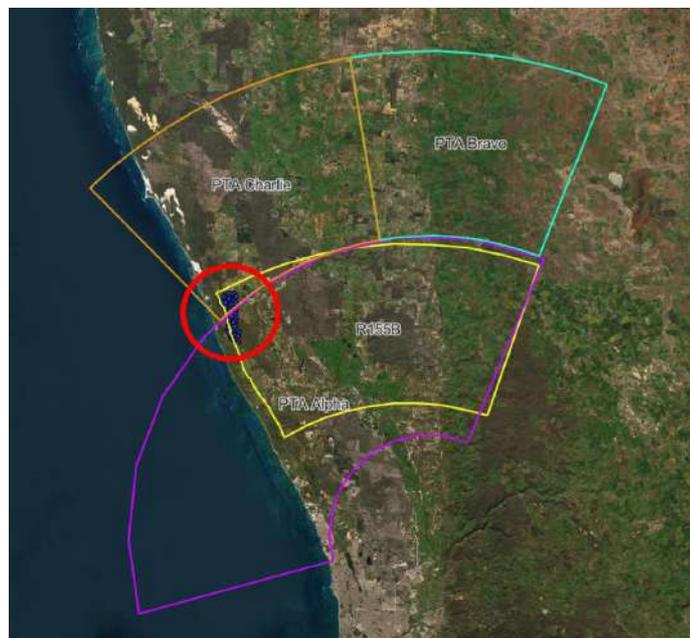


Figure 4: Pearce Training Areas

6 En-route Air Routes

In addition to the above, air route W14 is identified on the En-Route Chart Low (ERC Low) as the only air route in proximity to the windfarm. The segment of W14 in the vicinity is between waypoint OTKUN and UPTEK, and a 7nm lateral distance on either side of W14 should serve as protection area for the lowest safe altitude (LSALT) determination. This area when constructed, suggests that several WTGs sit within the protection area, which prompted further assessment.

With available topographical data, WTG 28 ($31^{\circ}10'7.06''S$, $115^{\circ}26'4.93''E$) was determined to be the highest WTG with blade tip height extending to 318 metres (1,043 feet) Above Mean Sea Level (AMSL). According to the Designated Airspace Handbook (DAH), the Lowest Safe Altitude (LSALT) for ATS route W14, between waypoints OTKUN and UPTEK, is 2,100 feet. An additional buffer of 1,000 feet is required between an obstacle and the aircraft flying over it. This means the tallest obstacle in the area should not exceed 1,100 feet. Therefore, it is reasonable to conclude that none of the WTGs will pose as obstacles to W14 within the existing LSALT protection area.

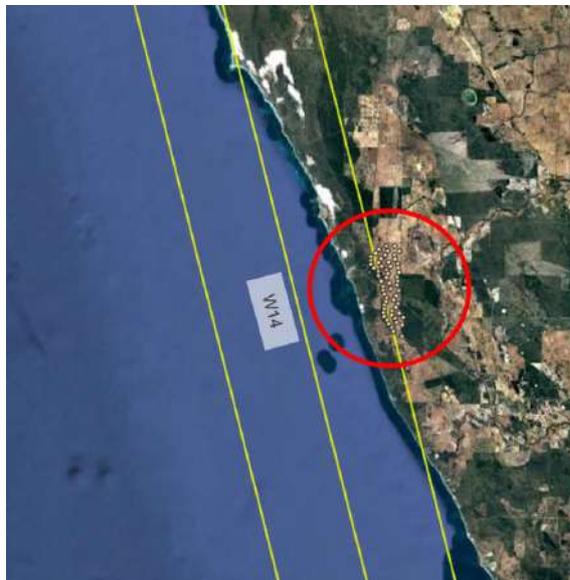


Figure 5: Air route within proximity of the windfarm



Figure 6: WTG 28 tallest WTG within the W14 lateral buffer

7 Other Promulgated Procedures

Visual Navigation Chart (VNC) Perth indicated a Visual Flight Rules (VFR) Route 4 along the coast extended to 2nm in-land laterally. This is elaborated in the Civil Aviation Safety Authority (CASA) Stay OnTrack: Flying the Perth Region publication but no other information from other Aeronautical Information Publication (AIP).

Available documentation states a procedure of 2nm coast route from surface to 2,000ft AMSL with north-bound traffic over water and south-bound traffic over land.

Similar to the above, WTG 28 (31°10'7.06"S, 115°26'4.93"E) was identified as being the highest WTG with a total height of 318m (1,043ft) AMSL. With a height rounding off to 1,100ft, and when combined with the minimum VFR vertical separation, aircraft will still be able to maintain the required separation if flown between 1,600ft and 2,000ft within this segment.

However, night VFR operations require a minimum vertical separation of 1,000ft between an aircraft and the highest obstacle on the ground. Therefore, night VFR operations will be impacted by the Project.

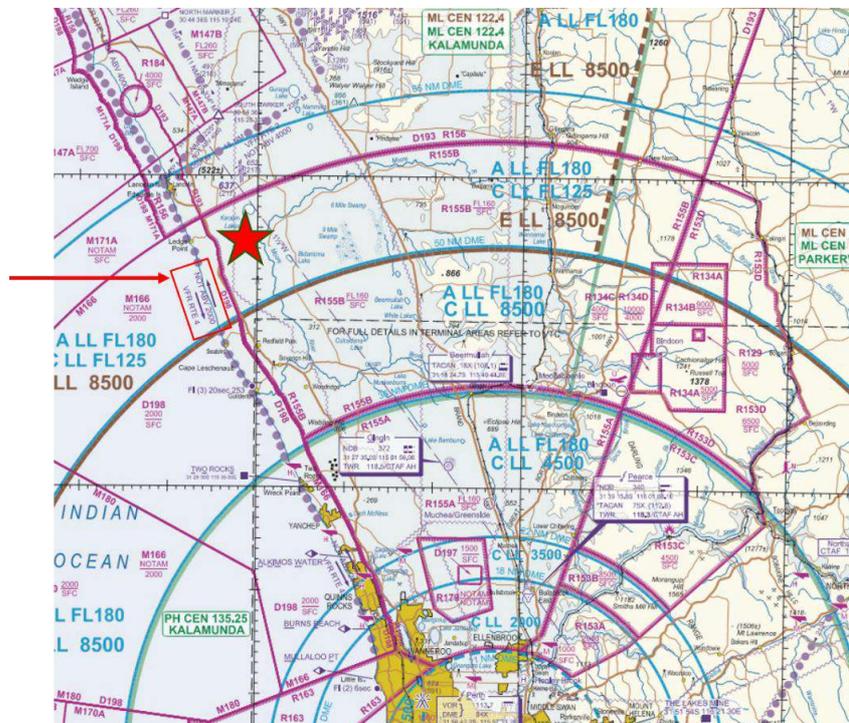


Figure 7: VFR Route 4 near the project site



Figure 8: WTG 28 as the tallest structure within 2NM of the coastline

8 Wind Turbulence

Effect of wind turbulence generated by WTGs are still not well known with limited number of research internationally.

CASA Advisory Circular (AC) and National Airports Safeguarding Framework (NASF) have general guidelines on the potential wind turbulence limiting areas up to 16 Rotor Diameter (RD) from the WTG – up to 3.2km (1.73nm) from the WTG.

Depending on information regarding aircraft types utilising VFR Route 4 and their operational specifics, the exact impact of wind turbulence is still uncertain at the moment and subject to further evaluations.

9 Accurate Obstacles Information for Aeronautical Information Publications

With the above, it is acknowledged that detailed information on obstacles information (coordinates and height) pertaining to the Windfarm must be updated in the corresponding Airservices and RAAF Aeronautical Information Publications. Consequently, the team will endeavour to provide this information as soon as it becomes available.

Goldwind is in discussion with the Department of Defence in parallel with this engagement with Airservices Australia.

Document prepared by

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SCHEDULE OF SUBMISSIONS AND OFFICERS RESPONSES

DEVELOPMENT APPLICATION: USE NOT LISTED - PROPOSED METEOROLOGICAL MAST ON LOT 1 INDIAN OCEAN DRIVE, LANCELIN

No.	Submitter	Submission details	Officers' response
1.	CASA	<p>The submitter provides the following general comment:</p> <p><i>From the information provided in the attachment in your email, CASA is not aware of any civil certified aerodrome in the vicinity of either proposed Meteorological Mast for which there would be an Obstacle Limitation Surface (OLS) that would require protection; therefore, it is outside CASA's formal regulatory framework for aerodromes. In addition, CASA is also unaware of any unregulated aerodrome such as an 'Aeroplane Landing Area' (ALA) which is not published in the Aeronautical Information Publications (AIP) being within 2.5km of either proposed Meteorological Mast site. Should there be an unregulated aerodrome within 2.5km of the proposed meteorological mast site, the CASA Advisory Circular 91-02 Guidelines for aeroplanes with MTOW not exceeding 5 700 kg - suitable places to take off and land enclosed, makes recommendations with regard to enabling the safe take-off and landing of aircraft. Enquiries regarding whether there are any ALA's in close proximity to the proposed Meteorological Mast site, should be directed to the local council.</i></p> <p><i>CASA notes that RAAF Base Gingin is located within approximately 30 nm of the proposed Meteorological Mast and suggest that the Base be contacted for advice.</i></p> <p><i>As indicated from the attachment in your email, the proposed Meteorological Mast is a guyed mast structure with alternating marking for the top third of the mast, and having marker balls or high visibility flags/sleeves being placed on the upper third of the outside guy wires to assist with its visibility to aircraft. Obstacle marking and lighting information can be found in chapter 8, section 8.110 and chapter 9, division 4 of Part 139 (Aerodromes) - Manual of Standards. A copy of these Manual of Standards is available</i></p>	<p>Noted. The recommendation requires as constructed details to be provided to the Civil Aviation Safety Authority (and others) to ensure that the development adheres to their respective regulatory framework.</p>

		<p>from the following link: Part 139 (Aerodromes) Manual of Standards 2019 (legislation.gov.au).</p> <p>Given the Meteorological Mast will be approximately 130.9 m Above Ground Level (AGL), CASA would also recommend the installation and operation of at least a low intensity steady red obstacle/hazard light during poor light and the hours of darkness due to the potential for low level aerial agricultural and/or coastal flying during poor light and/or dusk. Consideration will need to be given to potential community impacts from the mast lighting.</p> <p>CASA is not aware whether Airservices has completed an assessment of this Meteorological Mast and confirmed no impact to airspace procedures, air traffic control or communications/navigation/surveillance {CNS} facilities. Therefore, CASA also recommends that Airservices (airport.developments@airservicesaustralia.com) be advised and an assessment carried out to confirm that there are no impacts.</p>	
2.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>I do not support the proposed wind farm project by Goldwind in Karakin. While renewable energy is essential, the impact of this proposed wind farm, in this specific location, raises significant environmental, social and economic concerns. I love living in Seaview Park, when I drive home from the city, just past Yanchep National Park, the vegetation changes to endless open spaces and creates a sense of calm. This proposal will remove that unique feeling of stillness, one of the main reasons I purchased here in 2020. It also conflicts with the Shire of Gingin's values - protecting our natural assets and laidback lifestyle.</i></p> <p><i>Reasons I do not support the proposed meteorological mast by Goldwind in Karakin</i></p>	<p>Noted.</p> <p>1 - The general basis of the objection relates to a wind farm development, which has not been applied for. This assessment does not consider a 'what if' scenario of the details of a future wind farm proposal. The merits of a wind farm proposal, if and when received, will be considered at the relevant time under the planning framework that applies at the time.</p>

	<p>1. Highly intrusive and unacceptable visual impact and proximity to homes</p> <p>a) Goldwind noted that the met mast, installed at 130m high, will be visible from Seaview Park Estate, which is 7km away.</p> <p style="padding-left: 20px;">i. The proposed 58 turbines will be double the met mast height (up to 260m high), on ridges up to twice the height of the met mast elevation and over half will be up to 3 times closer (starting proximity 2-2.5km on the prelim plan).</p> <p>b) After assessing the elevations and visual topography in relation to the northern preliminary turbines, turbines will dominate my community skyline, encroach on my home and be visible in my everyday living, I will see the wind turbines:</p> <p style="padding-left: 20px;">i. From my house (I have clear line of site to the elevated farmland to the SE)</p> <p style="padding-left: 20px;">ii. Every time I walk in the reserve (most days)</p> <p style="padding-left: 20px;">iii. When I drop my children to the bus stop on KW road (most school days).</p> <p>c) The Environmental Protection Agency recently rejected offshore turbines within 5km of Bunbury's shoreline, requiring a minimum of 30km offshore and 40-50km from towns due to negative visual impacts, underscoring this proposal's unacceptable visual impact and proximity for Seaview Park Estate residents.</p> <p style="padding-left: 20px;">i. While similar infrastructure exists nearby, they are not: 1) this close; 2) this size; or 3) this many - current large wind turbines are away from residential areas.</p> <p>d) Potential property devaluation:</p> <p style="padding-left: 20px;">i. Visual disrupt to the rural charm and open spaces of Karakin, with a decline in desirability for those seeking natural living spaces.</p> <p style="padding-left: 20px;">ii. No clear studies in Australia addressing the impact of property prices from turbines of</p>	<p>Noted. Refer to point 1 above. The officer understands that no objection has been lodged in relation to the visibility of the met mast.</p>
--	--	--

		<p>this size close to residential homes (such as Seaview Park Estate).</p> <ul style="list-style-type: none"> iii. Neutral to mixed results from studies on property prices in large rural areas. iv. International studies have shown a negative impact on house prices. <p>e) Noise, road blockages and disruption for over two years during construction, during operation and with the decommissioning of the turbines.</p> <ul style="list-style-type: none"> i. No clear indication was given at the meeting as to how turbines would be transported to the site or specifically how this would be managed. ii. A Flinders University study says amplitude modulation (AM) can cause noise and sleep disturbance near turbines. A Goldwind representative said it will be the same 'annoying' frequency as a fridge, so I would then hear the low frequency noise both inside and outside my home. <p>2. Psychological impact and increased anxiety</p> <ul style="list-style-type: none"> a) The presence of these enormous wind turbines due to the size of the structures, the movement of large blades, noise and the intrusive visual impact causes: <ul style="list-style-type: none"> i. Significant psychological distress. ii. Overwhelm. iii. Anxiety. iv. Sleep disturbances. b) In a residential-rural area like Seaview Park Estate, peace and quiet is a part of the laidback lifestyle. These psychological effects can diminish quality of life and should not be underestimated or overlooked. <p>3. Threat to endangered Carnaby's Cockatoos and migratory birds</p> <ul style="list-style-type: none"> a) The entire project poses a severe risk to the endangered <i>Zanda latirostris</i> (Carnaby's Cockatoos), particularly by: <ul style="list-style-type: none"> i. Disrupting flight paths. 	
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		<ul style="list-style-type: none"> ii. Being in or between critical foraging and/or nesting grounds. b) Karakin Lakes, a nationally significant wetland, is immediately west of the proposed area. The wind turbines create a hazard for: <ul style="list-style-type: none"> i. Ten migratory bird species recorded under international treaties ii. Migratory freshwater shorebirds. iii. Over 2000 birds known to use the freshwater marshes c) The met mast is a known hazard to bird populations: <ul style="list-style-type: none"> i. Goldwind infers that having the approval of a similar met mast in Narrogin (inland) will make it suitable for Karakin (coastal). These locations, locales and birdlife are significantly different and no comparison should be made. d) The expansion of Lancelin South and the future development envelopes owned by the Victorian developers (VIMG) includes vital foraging grounds. <ul style="list-style-type: none"> i. Clearing critical threatened shrubland for housing while placing renewable energy infrastructure on cleared land, to reduce carbon emissions, is a paradoxical trade-off. ii. A lack of agricultural labour has shifted some commercial practices from the coastal areas to the inland wheatbelt areas. Carbon farming would be better suited or lifestyle farming to maintain agricultural roots, restore habitat and protect important species. iii. Habitat loss pushes culturally and environmentally significant species closer to extinction. <p>Road safety risks</p> <ul style="list-style-type: none"> a) Indian Ocean Drive is already notorious for accidents. <ul style="list-style-type: none"> i. Towering, moving turbines along this route, 20-50metres from IOD, will increase driver 	
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		<p>distraction, a major contributor to accidents on WA roads.</p> <p>b) Construction of the turbines will significantly increase the traffic on IOD leading to:</p> <ol style="list-style-type: none"> i. More wear on the road - IOD would need to be upgraded to allow for a daily influx of construction workers, due to its proximity to Perth. ii. More impatient drivers – I witness impatient drivers acting recklessly and dangerously regularly when the roads become busier with tourists. <p>c) On a road where safety is a concern, adding such a massive and distracting feature to the landscape is irresponsible in its current state.</p> <p>6. Power reliability</p> <p>a) Goldwind referred to these turbines as a part of the <i>Guilderton to Kalbarri Sub-Regional Strategy 2019</i> for power reliability in the area, which I would like to address:</p> <ol style="list-style-type: none"> i. I personally have had no issues with my power in Seaview Park Estate for the 3 years I have lived here. ii. I attended the Western Power working group this year, where from my summations, the issue is not a lack of power but power failure from lightning strikes, fires etc. along the grid and the inability to isolate or receive power. The grid has issues, wind turbines feed the grid, they do not fix these issues. iii. Western Power placed a High Voltage Injection Unit as a backup in Lancelin to address the power supply issue due to power loss caused by bushfires. iv. Solar panels with a battery do address these issues. I would love to see a community solar battery as these are non-intrusive and renewable. They also make Individuals more accountable for their power usage. 	
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		<p>b) A Goldwind representative gave me an estimate, as of December 2024, that a single large turbine (8MW) can power up to 6,400 homes annually. Looking at the figures below, residential energy needs for WA are already clearly going to be met:</p> <ul style="list-style-type: none"> i. Approximately 1.2 million homes in WA (≈ 188 8MW turbines could power all residential homes in WA) ii. Approximately 21% of WA homes are powered with solar. iii. Bunbury's 200-turbine development area approved, offshore not but will generate 11.4GW of power. <p>c) These turbines, as inferred by a Western Power representative and backed by the figures above, are to meet commercial/industrial demand, not local communities.</p> <ul style="list-style-type: none"> i. Our community, its laidback lifestyle and natural assets feels insignificant to the government, as is often the case in rural areas, with the lack of services. ii. We have vast areas of land in WA. If farms are being built in Narrogin and Kojonup to provide power to the metro area, there are other areas inland that are also suitable long term, with less overall negative impact. <p>6. Economic impact on Karakin and the region as a tourist destination</p> <p>a) Nature-based tourism is increasing in Australia and it is important to retain our nature-based values to protect the local economy. When I travel, if I am seeking nature or the outback, I avoid areas that have visual intrusions. Industrialisation of the landscape with wind turbines will:</p> <ul style="list-style-type: none"> i. Replace our natural landscapes and uninterrupted views ii. Damage the region's visual appeal. iii. Deter nature seeking visitors. 	
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		<p>b) Turbines are everywhere, no longer a tourist drawcard but a tourist repellent.</p> <p>c) Have you ever stood in a place with no noise, nothing, just pure silence? It is what my friends love when they come to visit as we sit outside or go for nature walks.</p> <p>i. The turbines as mentioned by a Goldwind representative, make the same frequency as a fridge. Infrasound and low frequency can travel long distances, creating a continuous hum for campers and visitors in the area.</p> <p>d) Instead of being known for its uninterrupted rural and coastal views, Karakin will become synonymous with wind turbines.</p> <p>7. Environmental waste from Goldwind turbine blades</p> <p>a) Goldwind turbine blades are made from non-recyclable composite materials which still pose a long-term waste management issue.</p> <p>i. While they may be working on solutions, Goldwind representative said they currently do not exist for their blades.</p> <p>b) This proposal may contribute to a future waste management crisis that the Shire of Gingin is responsible for.</p> <p>i. New circular process technologies for blades are being developed and from a sustainability and environmental health perspective, it would be advisable to wait until these technologies are fully realised.</p> <p>8. Implications of increase in soil drying and decrease of soil moisture</p> <p>a) A study in 2023 has shown that wind turbines can lead to a significant decrease in soil moisture, during construction and varying directions during different seasons. This has serious implications for:</p> <p>i. Increase in fire hazard risk. Already a bushfire prone area, this area will most likely become dryer and easier to ignite.</p>	
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		<p>ii. Karakin Lake is at a higher risk of drying out with a decrease of soil moisture due to the proximity of the turbines.</p> <p>Request for action</p> <p>I am passionate about where I live, the environment and sustainability. While I support wind farms and renewables, it is imperative that they are in areas of minimal negative impact, Karakin is not a suitable area for this proposal. Once the EPA review begins, the opportunity to protect my home, my community, my environment and my children's future will diminish significantly. I respectfully request the Shire to reject the meteorological mast proposal during this initial phase. This will allow time to request repositioning the turbines to more suitable locations along with a smaller scale proposal or ideally, further explore alternatives that prioritise environmental preservation, our community welfare and sustainable energy solutions that uphold all the shires values - protecting our natural assets, agricultural roots and laid-back lifestyle.</p> <p>Thank you for considering my submission.</p>	
3.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>We are strongly opposed to the advancement of this project due to aesthetic and environmental concerns. As the met mast is a precursor to the full development we believe locations further away from Seaview Park, Indian Ocean Drive & to a lesser degree, Ledge Point should be investigated. The Proposed location of the met mast pre-supposes that the windfarm will be constructed on this site creating substantial aesthetic irreparable damage to the locality of Seaview Park and visual pollution for a significant section of Indian Ocean Drive. We believe the application should be disallowed and the proponent advised to consider numerous other suitable sites which do not impinge on local communities.</i></p>	Refer to point 1 above.

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.1.4

	<p><i>It is readily apparent that the site for the project has been selected for undisclosed reasons and no consideration has been given to any other location. This should be a requirement before approval is given for further development.</i></p> <p><i>For example, there are numerous possibilities along Cowalla Road which would have almost identical met considerations and cause minimum grievance to residents, tourists & general road users.</i></p>	
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14.2 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED SITEWORKS (FILL) ON LOTS 4, 900, 901 AND 902 GINGIN ROAD, LANCELIN

File	BLD/5714
Applicant	Element
Location	Lot 4, 900, 901 and 902 Gingin Road, Lancelin
Owner	Goodoil Investments Pty Ltd
Zoning	Tourism Residential 40 Additional Use 20
WAPC No	NA
Author	Altus Planning (planning consultant)
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	19 December 2023 - Item 13.1
Appendices	<ol style="list-style-type: none"> 1. Aerial Map [14.2.1 - 1 page] 2. Location Plan [14.2.2 - 1 page] 3. Development Plans [14.2.3 - 10 pages] 4. Applicant's Response to Council Deferral [14.2.4 - 13 pages] 5. Additional Information [14.2.5 - 16 pages] 6. Schedule of Submissions and Recommended Responses [14.2.6 - 3 pages] 7. Applicant's Response to Schedule of Submissions [14.2.7 - 15 pages] 8. Outline Development Plan [14.2.8 - 1 page] 9. Response to Notification on Title [14.2.9 - 2 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for siteworks (fill) and external fixtures (water tanks) on Lot 4, 900, 901 and 902 Gingin Road, Lancelin.

BACKGROUND

At its Ordinary Meeting on 19 December 2023, Council resolved to defer this application to allow Administration to seek further clarification with regard to the type of fencing and rainwater tanks proposed, and potential offsite impacts. This report documents progress made with the application since that time.

The subject land comprises of 4 titles, which collectively equate to an area of 13,386m². The site is located on the corner of Miragliotta Street and Gingin Road, with the coastal foreshore reserve abutting the land to the west. The land is under singular ownership and the development is intended to be considered as though the site was one land parcel.

Lot 4 contains an existing single house, and the remaining land is otherwise vacant.

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

Since Council's previous consideration, there has been extensive liaison between the Applicants, Shire officers and the Shire's planning consultant. The principal information provided by the Applicants has been:

- a. Additional information in response to Council's deferral dated 21 June 2024;
- b. Further revisions including updated plans dated 22 November 2024; and
- c. Amended development plans received December 2024.

In its updated form, the proposal comprises of the following:

- Site works (fill) over the western portion of the land (around the existing house) to a finished height of 4.6 Australian Height Datum (AHD). Based on the natural ground level (NGL) as is, this represents an increased height of ~2.3 metres.
- Site works (fill) over the central portion of the land to a finished height of ~3.625 AHD, which represents a height increase of ~1.2 metres.
- Site works (fill) over the eastern portion of the land to a finished height of ~2.5 AHD, which represents a height increase of ~0.6 metres.
- The installation of two 248,800 litre water tanks (external fixtures) with an overall height of 2.2m. The precise setback of the water tanks from the lot boundaries is unknown but from the plans it has been estimated as:
 - 10m to the northern side boundary (for the northernmost tank);
 - 7.9m to the Gingin Road boundary (for the northernmost tank);
 - 3.5m to the Gingin Road boundary (for the southernmost tank); and
 - 3.8m to the Miragliotta Street boundary (for the southernmost tank).
- The proposal includes retaining walls around the existing dwelling located on Lot 4, however the elevation drawings and the type of retaining have not been provided.

- The proposal also includes a 1.8m high 'chain blank fence' around most of the perimeter of the site, with solid brush box fencing (1.8m in height) screening the southeastern corner of the site.
- The plans also suggest the installation of 3 new crossovers, 2 existing crossovers to remain, and an internal road (driveway).

It remains a fact that the applicant has advised that the future development of the site is unknown, however considers that future development of the site will be exempt from the need to obtain planning approval. This may in fact be the case if the development is a residential development that meets standard development requirements.

Notwithstanding additional information that has been provided since Council's previous determination, this remains a challenging proposal to assess given the competing objectives and interests of the applicable planning framework, the additional use provisions under Local Planning Scheme No. 9 (LPS 9), coastal erosion and inundation considerations and addressing the submissions received during the stakeholder consultation process.

Concerns have been reiterated with the applicant that the proposal is being applied for in a piecemeal fashion, which is impeding a proper planning consideration of the site. Severing development proposals in the manner proposed is, in the view of the officer and the Shire's consultant, not consistent with orderly and proper planning principles.

In an attempt to simplify the assessment, the report has been divided into the following sections:

- LPS 9 assessment;
- Deemed Provisions considerations;
- Coastal Erosion and Inundation/State Planning Policy 2.6 – State Coastal Planning considerations;
- Residential Design Code considerations;
- Orderly and proper planning considerations; and
- Traffic considerations.

As indicated above, the relevant planning considerations under each section have competing interests and objectives (to some extent), which results in a situation where the development may have sound justification under one section, yet conflict with another. As an example, it may be a sound proposition to import fill to raise heights to accommodate coastal inundation.

However doing so may be inconsistent with the Residential Design Codes which seek to ensure development respects the existing land topography and ensures topography changes are kept to a minimum. It is likely that is one of the reasons why this application for the filling of the land is being separated from any other development intentions.

It should be noted that commentary and clarification on various items has been provided via email as opposed to a consolidated document.

The **appendices** have been attached as follows:

- Appendix 4.2.1 - Aerial Photograph
- Appendix 4.2.2 - Location Plan
- Appendix 4.2.3 - Development Plans
- Appendix 4.2.4 - Applicant's Response to Councils Deferral
- Appendix 4.2.5 - Additional Information
- Appendix 4.2.6 - Schedule Of Submissions and Recommended Responses
- Appendix 4.2.7 - Applicant's Response to Schedule of Submissions
- Appendix 4.2.8 - Outline Development Plan
- Appendix 4.2.9 - Response To Notification on Title

COMMENT

Executive Summary

The assessing planner is of the view that the proposed development is inconsistent with the planning framework. Whilst the Applicant has helpfully addressed a number of issues, the following matters remain a concern:

- The volume of fill is inconsistent with the requirements and intent of the R-Codes.
- The ongoing management of the land and the landscaping may be problematic if any individual lots were sold to different landowners.
- The impacts due to the construction phase of the development remain unresolved, largely with respect to probable damage to the local road network from heavy vehicles.
- Even if the fill is capable of being stabilised by landscaping, the hydrological impact onto adjoining properties is unknown during inundation events, particularly in the absence of the consideration of future development and built form on the subject land. The notion of importing fill for the sake of it, without any sound reason for doing so sets a poor precedent and is based on supporting information that lacks rigour.

- State agency objections have been provided with a degree of importance, any as a decision maker any departure from the advice of State agencies should be soundly supported.

Stakeholder Consultation

The application was advertised to surrounding landowners, published on the Shire's website and a development sign placed on the verge of the property for a period of 21 days in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. Four comments were received opposed to the development and one comment was received in support.

The application was 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 Water and Environmental Regulation (DWER);
- Department of Health (DoH);
- Department of Planning, Lands and Heritage (DPLH);
- Department of Transport (DoT); and
- Western Australian Local Government Association – Coast WA (WALGA).

The Shire received 2 comments from community members, both of which are interpreted as objecting to the development. The DoT and the DPLH both raised concerns, while the DWER and DoH provided more generalised comments. No response was received from WALGA.

The Application was readvertised to DPLH and to the DoT after receiving amended plans in September 2024. DPLH and the DoT formed a joint response in August 2024, to which key concerns still relate as follows:

- The existing retaining walls around the dwelling are not engineered for coastal erosion hazards.
- Proposed landscaping does not adequately protect the site against strong currents during an inundation event.
- Relevant restrictions and notifications on title may be required.

PLANNING FRAMEWORK

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

The land is subject to different zonings across all of the lots.

Objectives of the Tourism zone under LPS 9 are:

- (a) Promote and provide for tourism opportunities;*
- (b) Provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where such facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area;*
- (c) Allow limited residential uses where appropriate;*
- (d) Encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities;*
- (e) Ensure that short stay tourist and holiday accommodation are the predominant land uses in the zone; and*
- (f) Encourage tourism development that is generally sympathetic to the natural and built features of the surrounding area.*

It is considered that the proposed development is inconsistent with the aforementioned objectives for the following reasons:

- The development itself does not promote or provide any tourism opportunities although it may precede such development in the future.
- The significant amount of fill proposed, purely for a residential context, is not considered to be appropriate, particularly in the absence of any other proposal or built form to be considered with it.
- The development is considered not to be sympathetic to the natural and built features of the surrounding area, as discussed throughout this report.

Objectives of the Residential zone under LPS 9 are:

- 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.*

It is considered that the proposed development is inconsistent with the objectives for the Residential zone as the volume of fill proposed would significantly change the existing landscape and the amenity of the zone in this locality. If approved, the excessive fill would essentially allow for a new natural ground level (NGL), allowing for future developments to consider height from the fill levels proposed as the new baseline for calculations.

All lots are subject to Additional Use 20 (AU 20) provisions under Schedule 2 – Additional Uses of LPS 9 as outlined in the table below:

No.	Description of Land	Additional Use	Conditions
20	Lots 4, 5 and 6 Gingin Road and Lot 191 Miragliotta Street, Lancelin	Holiday Accommodation, Shop, Restaurant, and Office	<p>i) Holiday Accommodation, Shop and Restaurant uses are permitted as a 'D' use.</p> <p>ii) Office use is permitted if incidental to other uses on the site.</p> <p>iii) All development on the site shall be in accordance with an approved structure plan.</p>

- On 21 March 2006, Council gave consideration to the initiation of a Scheme Amendment to rezone the above lots from “Fishing Industry” to “Special Use” Zone to facilitate two-storey Residential Units, Grouped Dwellings, Holiday Accommodation, Restaurant and Shop.
- On 6 February 2007, Council reconsidered the initiative due to significant design alterations on the subject lots.
- On 19 June 2007, Council gave consideration to the final approval of Scheme Amendment 89 to include Lots 4, 5 and 6 Gingin Road and Lot 191 Miragliotta Street, Lancelin within Appendix 10 of Town Planning Scheme No. 8 as a “Special Use” zone.

- Scheme Amendment 89 – “Residential” zone with a density code of R40 was approved by the Minister for Planning on 18 November 2008 and was published in the Government Gazette on 9 December 2008.
- On 20 January 2009, Council considered an Outline Development Plan (ODP) from TPG Town Planning and Urban Design for the future residential development and resolved to amend the ODP and once undertake stakeholder advertising. Council required 11 alterations to the ODP, one of which was to *‘include sufficient detail to clearly enunciate the extent of fill intended across the whole of the development site’*.
- The ODP was returned to Council on 20 April 2010, with Council requiring further amendments to the ODP and further advertising to take place. One of the requested amendments was to *‘show the finished floor levels and development levels’*.
- The ODP was returned to Council on 6 July 2010 and included the existing contours of the site and outlined the proposed split-level design (fill on western portion of the dwelling designs). The ODP was supported, however the resolution outlined that support was contingent on the proposed split-level design being omitted from the ODP as Council did not support dune re-contouring. Part 3. V) of the resolution states:

The Outline Development Plan shall omit reference to cross-section location referred to as Appendix G as Council does not support dune re-contouring.

A Structure Plan (an Outline Development Plan is taken to be a Structure Plan under Regulation 79 of the *Planning and Development (Local Planning Schemes) Regulations 2015*) for the subject land was approved by the WAPC on 20 July 2010. Clause 28(2) of the Deemed Provisions outlines that the approved ODP has effect until 19 October 2025.

The officer notes that condition iii) of AU 20 requires that development on the land *shall be in accordance with an approved structure plan*, which in this instance is the approved ODP referenced above.

In the context of the ODP history, the proposed site levels are more than what was applied for in 2010, which Council ultimately didn’t accept. The fill extent appears to encroach into the internal road network outlined under the approved ODP.

The proposed development is therefore not consistent with the AU 20 provisions or the approved ODP.

Local Planning Scheme No. 9 Planning Assessment

The following tables are an assessment of the proposed development against the relevant provisions of Part 4 – General Development Requirements.

Part 4 - General Development Requirements	Officer comments
Residential Zone	
4.8.1.1 In the Residential zone lot sizes shall be in accordance with the Residential Design Code Densities indicated on the Scheme Map.	Not applicable as the development does not propose to alter the existing lot dimensions or areas.
Tourism Zone	
4.8.7.2 Development proposals will be considered by the local government with particular regard to the impact of the proposed development on visual and natural amenity, the availability of reticulated sewerage and/or the suitability of the land for on-site effluent disposal, the provision of sufficient landscape buffers and the density of the development.	It is noted that the Applicant has submitted a detailed landscaping plan to assist not only with visual amenity considerations, but importantly to ensure land stabilisation of the imported fill as recommended by DoT and DPLH. Whilst the proposed landscaping on its own has the perception of a positive impact to the visual amenity of the area, the significantly increased heights that result from the fill do not.
4.8.7.9 Proposals for subdivision and development for Residential land uses in the Tourism zone will be determined in accordance with Residential R12.5 code unless combined with a Tourism proposal.	Whilst the density coding is noted, the current development will not be subject to any requirements related to a specific density code. Clause 5.3.7 – Site Works of the R-Codes is consistent with its requirements for all density codes.
4.8.7.10 In considering proposals in the Tourism Zone, local government shall have regard for the zone objectives, the scale and bulk of the proposal and its integration with surrounding land uses.	It is considered that the scale and the bulk of the fill conflicts with the surrounding residential lots and would therefore create an adverse residential amenity impact.

The proposal is considered to satisfy elements of the above, while being inconsistent with others.

Deemed Provisions

In accordance with the Deemed Provisions, the local government is to have due regard to the relevant matters for consideration outlined under Clause 67(2).

The following matters are considered relevant to the proposed development and are addressed in the following table.

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Proposed Development
(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	The proposal is considered to be inconsistent with the aims and provisions of LPS 9 and the R-Codes. Reference should be made to the respective sections within this report.
(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 <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	This report has assessed the proposal under the current provisions of LPS 9 and the broader planning framework. There are currently no draft changes to be given consideration to. Other, broader, orderly and proper planning considerations will be dealt with further within this report.
(c) any approved State planning policy;	Reference should be made to the assessments against State Planning Policy No. 2.6 – State Coastal Planning Policy, and State Planning Policy No. 3.7 – Planning in Bushfire Prone Areas.
(g) any local planning policy for the Scheme area;	There is no applicable local planning policy of the Shire.
(m) the compatibility of the development with its setting, including – (i) the compatibility of the development with the desired future character of its setting; and (ii) 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;	It is noted that the general area requires developments to be built to a certain AHD level, which will usually be achieved via significant siteworks. However, it is considered that the fill proposed here is excessive. There is no sound justification for why so much fill is required in areas that will not be used for habitation, access, or services. The proposed bulk of the siteworks across the entirety of the site is deemed to be unacceptable in the absence of the consideration of future development.
(n) the amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;	Given the amount of fill proposed, dust management during the construction process is considered to be a concern. Should the application be approved, the management of dust could fall under the requirement for a construction management plan.

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Proposed Development
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;	It is still unclear how the applicant will be managing stormwater surges and ensuring there are no offsite impacts, as detailed further within this report.
(p) adequate provision been made for the landscaping of the land to which the application relates and whether any trees or other vegetation should be preserved;	While the proposed landscaping on site is considered to be acceptable, the requirement for landscaping to be maintained in perpetuity is critical having regard to future coastal erosion processes. There is therefore concern regarding the ongoing management of the landscaping.
(s) the adequacy of – (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, maneuvering and parking of vehicles;	It is considered that, should the application be approved, a Construction Management Plan will be required to ensure that access and egress of heavy vehicles is acceptable.
(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;	Though no adverse traffic volume increase is expected post development, the construction phase remains a concern given the volume of fill required which will be imported via a significant number of heavy vehicles. Reference should be made to the Traffic section of this report.
(w) the history of the site where the development is to be located;	Reference should be made to the Background section of this report.

Coastal Erosion and Inundation Considerations

Clause 4.7.4 – Coastal Development’ under LPS 9 is applicable 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.

An assessment against State Planning Policy No. 2.6 – State Coastal Planning Policy has therefore been provided below.

State Planning Policy No. 2.6 – State Coastal Planning Policy

A key objective of SPP 2.6 is to ensure that development takes into account coastal processes and coastal hazards.

Clause 5.5 – Coastal Hazard Risk Management and Adaptation Planning requires that:

adequate coastal hazard risk management and adaptation planning should be undertaken by the responsible management authority and/or proponent where existing or proposed development or landholders are in an area at risk of being affected by coastal hazards over the planning timeframe.

The Shire has undertaken various risk management and adaptation planning which includes the Coastal Hazard Risk Management Adaptation Plan (CHRMAP) and Coastal Inundation Study (CIS); however, those documents did not contemplate the works proposed as part of this application. It is noted that the DPLH comments included the following:

*The substantial amount of fill proposed across the site appears intended to facilitate future development of the site within areas highly vulnerable to coastal erosion and inundation in the planning timeframe. However, **the proposal does not consider offsite impacts of this fill, where inundation events may cause floodwaters to divert onto adjoining properties and roads. This development scenario has not been contemplated in the inundation modelling completed and therefore should be addressed by the proponent as part of the application.***

In response, the applicant has provided additional information from MP Rogers & Associates. In short, the applicant proposes to significantly landscape the fill to ensure that the fill is stabilised and will not disperse onto neighbouring properties or reserves, with the updated information also determining that any flooding on the eastern side would only occur for a short period of time. Ongoing management of the landscaping to ensure that the land will be sufficiently stabilised in perpetuity remains a concern.

What constitutes adequate coastal hazard risk management remains a matter of judgement. The DoT (from their submission dated September 2024) considers that:

The approach to rely on a grassed embankment to protect against strong currents during an inundation event does not appear to follow conventional engineering practise to protect against damage from strong currents. The research quoted by M P Rogers in Attachment 3 from 1990 has not been applied in widespread practise for the purposes of protection against currents up to 2m/s, so application of this approach is considered high risk. Furthermore, there is no grass embankment apparent at the existing flat site bordering Gingin Road (refer photo below), and the plans do not specify grass embankment construction from the works – there is only a section assigned “turf to verge” bordering Gingin Road with no other information provided. Therefore, the adaptation measure as proposed appears insufficient to eliminate coastal inundation risk.

Clause 5.6 - Infill Development

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

The proposed development covers a large extent of the subject land and is located on the most vulnerable (western) portion of the site, with the exception of the water tanks being located on the eastern portion of the site. It is assumed that fill has been deliberately placed on the western portion of the site, the most vulnerable from erosion, in an attempt to mitigate future impacts.

The proposed fill is not proposed to be stabilised by retaining walls (at least not as part of this proposal) and will batter down to the adjoining site levels. However, under the revised proposal, the fill will be stabilised by the proposed vegetation as a solution to combat predicted erosion or storm inundation events.

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

Given the site is anticipated to experience coastal processes within the planning timeframe, the proposal represents an 'accommodation measure' by importing fill to +2.9m AHD, above the inundation levels identified for the year 2120 during a 500 year ARI storm as predicted under the CIS.

Shire of Gingin Coastal Hazard Risk Management and Adaption Plan - 2019 (CHRMAP)

Council adopted the CHRMAP at its 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:

- *Residential properties have high vulnerability ratings by 2030 and very high vulnerability ratings by 2070.*
- *The beach and coastal dunes/vegetation have high vulnerability ratings by 2070 and very high vulnerability ratings by 2120.*
- *The Caravan Park, Lancelin Beach Hotel, park and Endeavor Tavern have high vulnerability ratings by 2070.*

Notwithstanding the above, the associated mapping delineates the 2070 hazard line on the western boundary of the subject land.

The long-term pathway identified within the CHRMAP for 'LA 3' is to avoid the risk, accommodate the risk until the risk is no longer viable, then move to a managed retreat.

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

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

The subject site is identified as being at risk from coastal hazards within the planning timeframe. Avoiding development is an option for Council to consider. The challenge for this proposal is that the substantive proposal is unknown.

The risk of fill being impacted by erosion and inundation is likely to be a tolerable loss if considered in isolation. However, the intent of the fill is to accommodate future structures with a habitable floor area above the projected inundation level.

The proposal therefore represents an ancillary component of a broader development. While the ancillary component may be acceptable in isolation, the broader development should potentially be avoided, and the future development may or may not be approved. Severing and compartmentalising the proposal by attempting to obtain development approval for fill to secure future development potential, notwithstanding that the future development potential may not be supported, inhibits the planning assessment from ultimately making an orderly and proper decision.

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

This section of the CHRMAP goes on to state:

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

As previously outlined, the development itself is an ancillary component of a future development. The proposal does represent an accommodation measure; however, it does not disclose what the design is actually accommodating.

Sitework (fill) in isolation may be appropriate, and water tanks may be an acceptable development in a risk area.

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

The option of time limiting approval goes hand in hand with the 'accommodate' approach to ensure that, upon triggers being reached, the development is of a design capable of relocation. As outlined above, this proposal in isolation would not be relocated as the fill would be dispersed by coastal processes. The exception is the water tanks, which are capable of relocation.

The CHRMAP outlines 2 possible types of approval conditions that can be imposed on coastal development. These are to place a notification on the title of the land and to place a time limit on the approval so that the approval will expire after a defined period. The CHRMAP states:

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

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

A time limit can be applied to a development approval. For example, if a development is proposed on land that is forecast to be affected by coastal processes in 30 years, an approval might be limited to within that timeframe. An application for a new approval could be sought at the end of that period and it would be assessed based on the information on risk available at that time. The condition may also identify an 'event trigger' to further limit an approval in case the hazard occurs sooner than predicted.

It is also an express purpose of the *Planning and Development Act 2005* to promote sustainable use and development of land. It is consistent with that purpose to permit development to remain only within a sustainable timeframe, thus reinforcing time/event limited conditions.

It could be problematic to impose the Shire's typical time/event limited conditions on the fill component of the proposal, however they may be relevant to the structures (i.e. water tanks).

Section H4.1, Appendix H of the CHRMAP states:

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

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

- a) Capable of accommodating short term inundation that may result from storm surges; and*
- b) Capable of being relocated if necessary.*

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

The officer is of the view that the fill is capable of accommodating short term inundation, and it appears to be the very basis of the proposal. However, the fill may well redirect the impacts of storm surges onto adjoining properties, particularly those in low lying areas around the site. While it is noted that MP Rogers and Associates say that the development will have no off-site impacts, the officer, DPLH and the DoT are of the view that the response does not sufficiently resolve this concern.

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

If landowners are prepared to make an informed decision to develop in a risk area and to accept the consequences and conditions that require removal upon certain triggers, then if the projected coastal processes are sufficiently far off it may be appropriate to support development in such instances.

DRAFT - Shire of Gingin Coastal Hazard Risk Management and Adaption Plan 2023

The basis for the 2023 draft CHRMAP is to incorporate all previous coastal reports and studies (i.e., the Coastal Inundation Survey, Gap Assessment Technical Report and current CHRMAP) into one consolidated document. The draft CHRMAP is yet to be endorsed by Council, however it is an instrument that is being seriously considered.

Notwithstanding that the document has not been endorsed, clause 67(b) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* states:

- (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.*

The draft CHRMAP falls into the above category and therefore must be given due regard as part of the planning assessment.

The draft CHRMAP defines inundation as:

The flooding of a portion of previously dry land with ocean water. It may be a temporary occurrence during a storm event or high tide, or permanent for example due to sea level rise.

The DoT notes in its comment:

The Gingin coastal inundation level to 2120, inclusive of sea level rise projections, was reported as +2.8mAHD. We estimate this places up to approximately ½ of the Site (at existing levels) underneath the 500yr ARI inundation level, with further potential for increased inundation due to the potential of dune breaching events.

The site is therefore predicted to be impacted by coastal inundation, in addition to erosion as outlined above. However, inundation is not isolated to rising ground water levels, it can occur as a result of storm events and/or high tide.

The draft CHRMAP reaffirms the adaptation pathways outlined under the endorsed CHRMAP, and goes on to provide additional commentary as outlined below:

Avoid *The project lifetime of a new asset should be a key consideration in deciding the suitability of locating new assets in coastal hazard areas. The construction of new private assets which are likely to be affected by coastal hazards over their projected lifetimes should not be permitted.*

Accommodate *Design and management strategies include: minimum finished floor levels and elevated electrical circuitry, to minimise inundation risks; or, relocatable structures which can be moved to a different location on- or off-site, as shorelines recede, or regular inundation events make the provision of critical services unviable. In this way, the 'Accommodate' option allows landholders to continue to use land until hazard risks become intolerable, while minimising the current and future risk of legal and financial liability for Council.*

‘Section 5.3 – Summary for Decision Makers’ states:

It is important to note that there is no law requiring public authorities to provide protection of private property from natural hazards, nor compensation when land is lost due to coastal hazards.

The CHRMAP process aims to minimise coastal hazard risks and maximise beneficial use of the coast. The principles of this are:

- *Adaptation options should minimise coastal process interference and legacy issues.*
- *Coastal development must be sustainable in the long term, balancing community, economic, environmental and cultural needs.*

The officer is of the view that without knowing the substantive proposal and with the ancillary component being the proposed fill, it is unclear if the proposal is sustainable in the long term.

The proposal seems to propose fill for the sake of proposing fill, purportedly without having any known development intentions.

State Planning Policy 7.3 - Residential Design Codes (R-Codes)

As mentioned, the Residential Design Codes aim for developments to respect the existing land topography and to ensure that any topography changes are kept to a minimum.

In its current form, the development does not satisfy the relevant deemed-to-comply requirements of the R-Codes. The development is to therefore demonstrate compliance with the following design principles of clause 5.3.7 of the R-Codes:

P7.1 – Development that considers and responds to the natural features of the site and requires minimal excavation/fill.

P7.2 – Where excavation/fill is necessary, all finished levels respecting the natural ground level at the lot boundary of the site and as viewed from the street.

It is considered that the development does not demonstrate compliance with P7.1 or P7.2 as the siteworks occur across the entirety of the site. It is noted that the intention is to counter the risks of coastal erosion, however in the absence of the concurrent consideration of future development the fill has no purpose for non-habitable areas of the site and non-access routes. For this reasoning, the fill is considered excessive and does not respect the natural ground level as viewed from the street.

Orderly and Proper Planning

The general principles underlying the phrase 'orderly and proper planning' mean that assessments and decisions should be disciplined, methodical, logical and systematic. Any departure from the planning framework should not be supported without sound reasons for doing so, for reasons which themselves have planning merit.

In this instance the proposal is applying for fill to future proof the impacts of predicted coastal hazards for an unknown future development. It is unclear if any future development will in fact be progressed, or if fill will be imported and simply remain onsite. In this latter scenario, it is important that it remains solidly in place, in perpetuity, to combat future coastal erosion processes.

It remains that the proposed fill represents an ancillary component of the future development. The proposal seeks to secure fill for a development which is not yet conceived and is speculative. This approach arguably runs counter to a disciplined, methodical, logical and systematic approach to undertaking a planning process, as the future development may or may not require approval, may or may not ultimately be supported or may even never eventuate.

The entire portion of the land proposed to be filled will presumably not wholly contain a habitable structure(s), so the extent of fill seems excessive to future proof the development potential of the land from predicted coastal hazards. The excessive use of fill is arguably contrary to the relevant design principle of the R-codes which specifies 'minimal' siteworks.

The piecemeal approach to development of the land curtails the ability for a more holistic approach to its assessment which cannot then be undertaken in a disciplined, methodical, logical and orderly manner.

The land as a whole has been planned for in an orderly and proper way over many years through the rezoning and structure planning process. AU 20 provisions require development on the site to be consistent with the ODP. It is unclear how the proposed works are consistent with the ODP, and in fact they appear to conflict with the ability of the road network outlined in the ODP to be implemented.

While the officer accepts that there is no legal obligation for the owner to progress with the ODP, the planning framework requires that the ODP, which is now regarded as a form of Structure Plan, be given due regard. It is noted that the ODP will however expire on 19 October 2025.

In the context of the *Planning and Development Act 2005*, the term 'due regard' is interpreted to mean that a decision-maker must give proper, genuine and realistic consideration to something.

If there is no intention to progress the ODP it should be cancelled, and until such time as this occurs (if intended), then planning assessment must give *proper, genuine and realistic* regard to the ODP.

Formalising the site levels essentially creates a new NGL, that subsequently allows additional future buildings to be ~2.3 higher than the deemed-to-comply heights that would be considered based on the current site levels. It therefore enables the design of future development in such a way as to negate the need to potentially apply for development approval, that would otherwise require approval based on the existing levels and thereby avoiding a detailed planning assessment and development conditions.

To sever and compartmentalise a development in the manner proposed, in the officer's view, is inconsistent with the principles of orderly and proper planning.

Traffic

Pursuant to the requirements of the Western Australian Planning Commission's (WAPC) Transport Impact Assessment ('TIA') Guidelines Volume 4, the proposed development does not trigger the requirement for a Transport Impact Statement (TIS) as the proposed traffic numbers are expected to be less than 10 vehicle trips in the peak hour.

However, when considering the volume of heavy vehicles needed for the construction phase of the site works over a period of 4 weeks, it is considered that these vehicles will create an adverse amenity impact to the surrounding properties and also a significant impact to the life of the surrounding road networks.

Summary

The Shire should be pragmatic in considering development proposals within areas forecast to be affected by coastal hazards within the planning timeframe, and to date no development has been refused on the basis of projected coastal processes. Aside from the complexities of understanding and applying the current science, the situation is compounded by the long-term horizons involved in the projections. It is important not to prohibit all forms of development in coastal hazard areas, particularly when the projected impacts are not imminent or beyond a typical development proposal's lifespan.

However, the assessing planner is of the view that the proposed development is inconsistent with the planning framework. Whilst the Applicant has helpfully addressed a number of issues, the following matters remain unresolved:

- The volume of fill is inconsistent with the requirements and intent of the R-Codes.
- Ongoing management of the land and the landscaping. This could also be problematic if any individual lots were sold to different landowners.

- Construction management – concerns pertaining to dust, increase in traffic and damages to the local road network.
- Even if the fill is stabilised, the hydrological impact onto adjoining properties is unknown during inundation events, particularly in the absence of the consideration of future development and built form on the subject land.

In view of the above, the proposal is not supported.

Alternative Option

Consideration has been given to the potential conditional approval of the application, particularly given that the applicants have addressed a number of matters since Council's previous consideration and modified their proposal accordingly. The following key points are provided for Council's consideration.

The development site is currently made up of individual lots. Should the development be approved, a condition for the lots to be amalgamated prior to the commencement of any works is suggested. The proposed landscaping, related management measures and stormwater retention have been designed across all lots as one entity. Unless the site is amalgamated, there is a risk that lots will be separated and the system will not work, e.g. the water tanks are only on 2 out of the 4 lots.

In an amalgamation scenario, the number of crossovers proposed would also need to be reduced. Given the size of the site and the limited discussions regarding the removal of some crossovers, a flexible condition that does not specify the exact number of crossovers to be removed would be recommended.

Concerns have been expressed throughout the entirety of the application process regarding the potential issues that the development may create via the construction of the development over a relatively short period of time, namely amenity impacts, damage to the local road network and dust emissions. For these reasons, conditions for a Construction Management Plan and some form of road maintenance/rehabilitation contribution via a Deed of Agreement would be recommended.

The importance of landscaping for the development is critical for the stabilisation of the fill, as outlined within this report and the information provided by the Applicant. Given the importance of the vegetation being maintained in perpetuity, a notification on title would be critical to advising prospective future owners of the need to maintain landscaping on the site as referenced in any ongoing conditions relating to that. Particularly for a development which lacks any obvious built-form and/or visible use, it is the officer's view that compliance with conditions could be missed or forgotten over time. It is the applicant's obligation to comply with conditions, not for a local government to be tasked with monitoring them. It is for these reasons that the landowners' obligations in respect to the importance of maintaining vegetation should be reflected on title and lodgement of a 5 yearly landscaping audit.

In respect to this last point, the applicant has been forewarned that a notification would likely form a condition of approval and number of responses have been provided, the most recent being an email dated 21 January 2025 (refer to Appendix 14.2.9).

Whilst some valid points have been raised in that submission, the proposal before Council is not a completed development on a singular lot. Rather, it is submitted as an intended staged approach, with future outcomes merely speculative at this stage. Furthermore, concerns about cost burdens to a proponent are generally not orderly and proper planning considerations.

For all the above reasons, a conditional approval is likely to be problematic and not acceptable to the applicant in any event. In the event Council want to investigate conditions to be imposed, the matter ought to be deferred for this to occur. The officer anticipates that conditions reflecting the above will be subject to appeal in any event.

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

Residential Design Codes

POLICY IMPLICATIONS

State Planning Policy No. 2.6 – State Coastal Planning Policy

State Planning Policy No. 3.7 – Planning in Bushfire Prone Areas

Shire of Gingin Coastal Hazard Risk Management and Adaption Plan 2019

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

Aspiration	3. Planning & Sustainability - Plan for Future Generations
Strategic Objective	3.1 Climate Change and Adaptation - Understand the impacts of climate change and identify actions to adapt and mitigate those impacts.

VOTING REQUIREMENTS - SIMPLE MAJORITY

OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Stewart

Cr Weeks foreshadowed his intention to move an alternative motion in the event that the motion under debate is lost.

That Council refuse development approval for siteworks (fill) and external fixtures (water tanks) on Lots 4, 900, 901 and 902 Gingin Road, Lancelin in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, for the following reasons:

1. Having regard to Clauses 67(2) (a) (b) (c) (h) (q) and (r) of the Deemed Provisions, the proposed development is unacceptable given:
 - a. The proposal is inconsistent with the principles of orderly and proper planning, in that it is a piecemeal application to develop land that requires detailed planning.
 - b. The approach taken does not demonstrate compliance with State Planning Policy 2.6 - State Coastal Planning Policy, nor demonstrate compliance with the Shire of Gingin Coastal Hazard Risk Management Adaptation Plan in respect to off-site impacts as a result of future inundation events.
 - c. The proposal does not demonstrate compliance with the Residential Design Codes Volume 1 in respect to site works.
 - d. The proposal is inconsistent with the approved Outline Development Plan and does not demonstrate why the inconsistency is acceptable.
 - e. Approval of the application could set an undesirable precedent for other applications which take a staged and piecemeal approach to dealing with coastal erosion processes.

Advice Notes:

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

**LOST
3 / 5**

FOR: *Councillor Balcombe, Councillor Vis and Councillor Woods*

AGAINST: *Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart and Councillor Weeks*

COUNCIL RESOLUTION/ALTERNATIVE MOTION

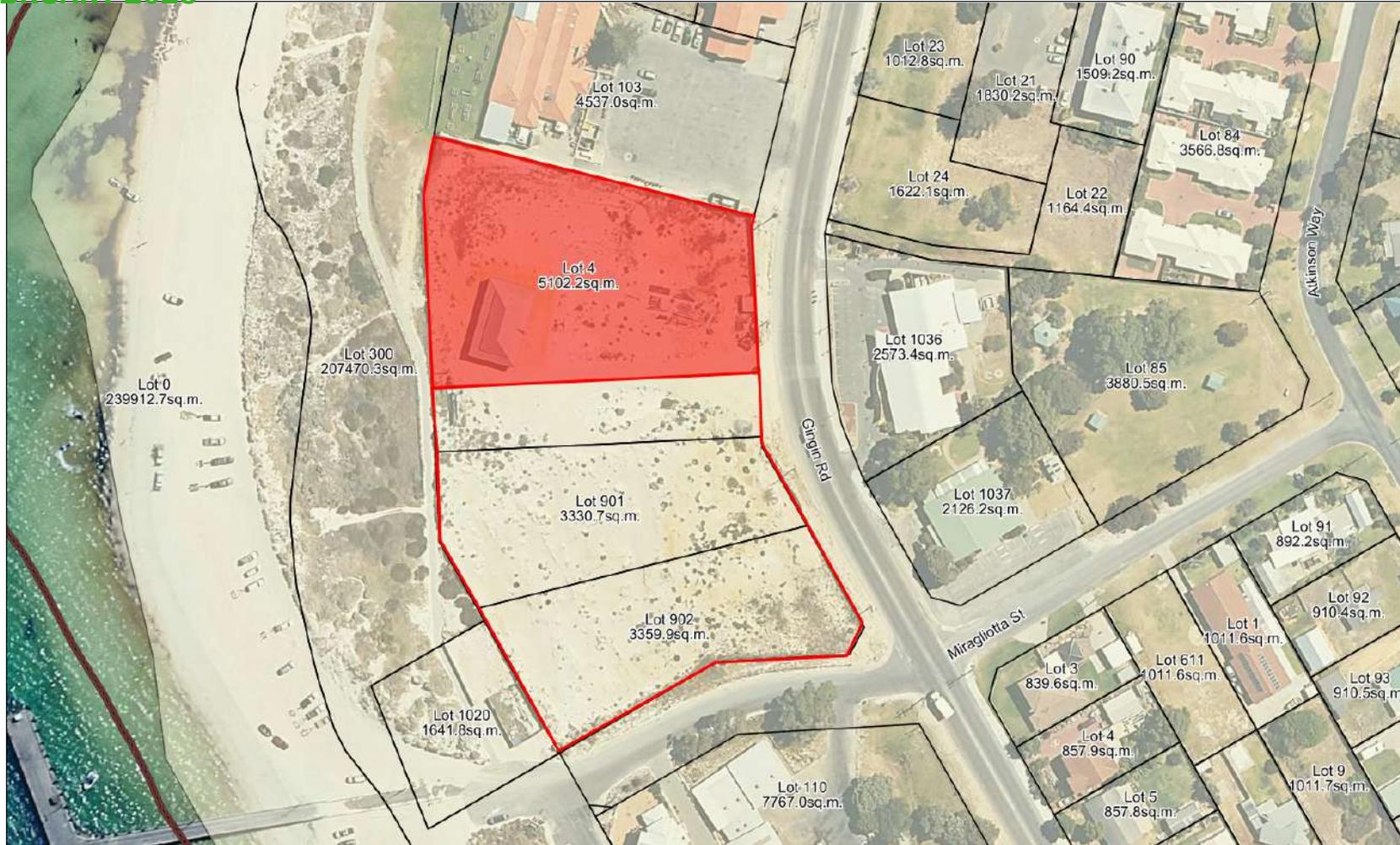
MOVED: Councillor Weeks **SECONDED:** Councillor Johnson

That Council agree that it generally supports the development application for siteworks (fill) and external fixtures (water tanks) on Lots 4, 900, 901 and 902 Gingin Road, Lancelin and defers determination of this matter to the Ordinary Council Meeting on 18 March 2025 to allow for a set of suitable conditions to be prepared.

**CARRIED UNANIMOUSLY
8 / 0**

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*



 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map - Subject Land</p>	<p>Scale: 1: 1500</p>	<p>Date: 11/02/2025</p> 
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 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Location Plan - Subject Land</p> <p>Scale: 1:5000</p>	<p>Date: 11/02/2025</p>	
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Proposed extension for Goodoil Investments Pty Ltd Lot 4, 60 Gingin Road, Lancelin

AND 191 GINGIN ROAD - LANCELIN

Confidential property of Leon House Design to be returned on request. Not to be disclosed to others, reproduced or used for any other purpose except as authorised in writing by Leon House Design. Written dimensions on these drawings shall take precedence over scaled dimensions, contractors shall verify and be responsible for all dimensions and conditions on the job and this office must be notified of any variations from the dimensions and conditions shown by these drawings. Shop details must be submitted to this office for approval before proceeding with fabrication. All sizes of appliances are to be measured from the appliance in the factory not off brochures, all appliances are to be pre-fitted in factory where possible, not on site so as to have good lines and clearances, the factory needs to have insurance cover for goods while in factory storage. All templates are to be in good stable board product, not dirty packing sheets so as not to confuse the separate contractors. All templates are to be sent to the contractors by the cabinetmaker, the cabinetmaker is solely in charge of all other contractors supplying goods for the kitchen, the services to site should also be organised in regards to having site ready for installation and having the services in the correct position. If there are any changes to the design after confirmed tender drawings Leon House Design will make changes to drawings for an extra fee discussed at that time. The cabinetmaker is to read all plans and specifications carefully at both tender and construction times so as to not make any mistakes in both processes. The cabinets and tops once installed are to be covered with good strong protective material so as to stop any damage while waiting for handover. Any queries please contact the office or leon@leonhouse.net for any questions.

ISSUED FOR DEVELOPMENT APPROVAL

leonhouse
0430 117 988
leonhouse design pty ltd
PO Box 873 canning bridge applecross wa 6153
leonhouse.net

Drawing Number:
W1013-DA_VC_30 10 2024
Issue Date: 30/10/2024

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DEVELOPMENT APPROVAL

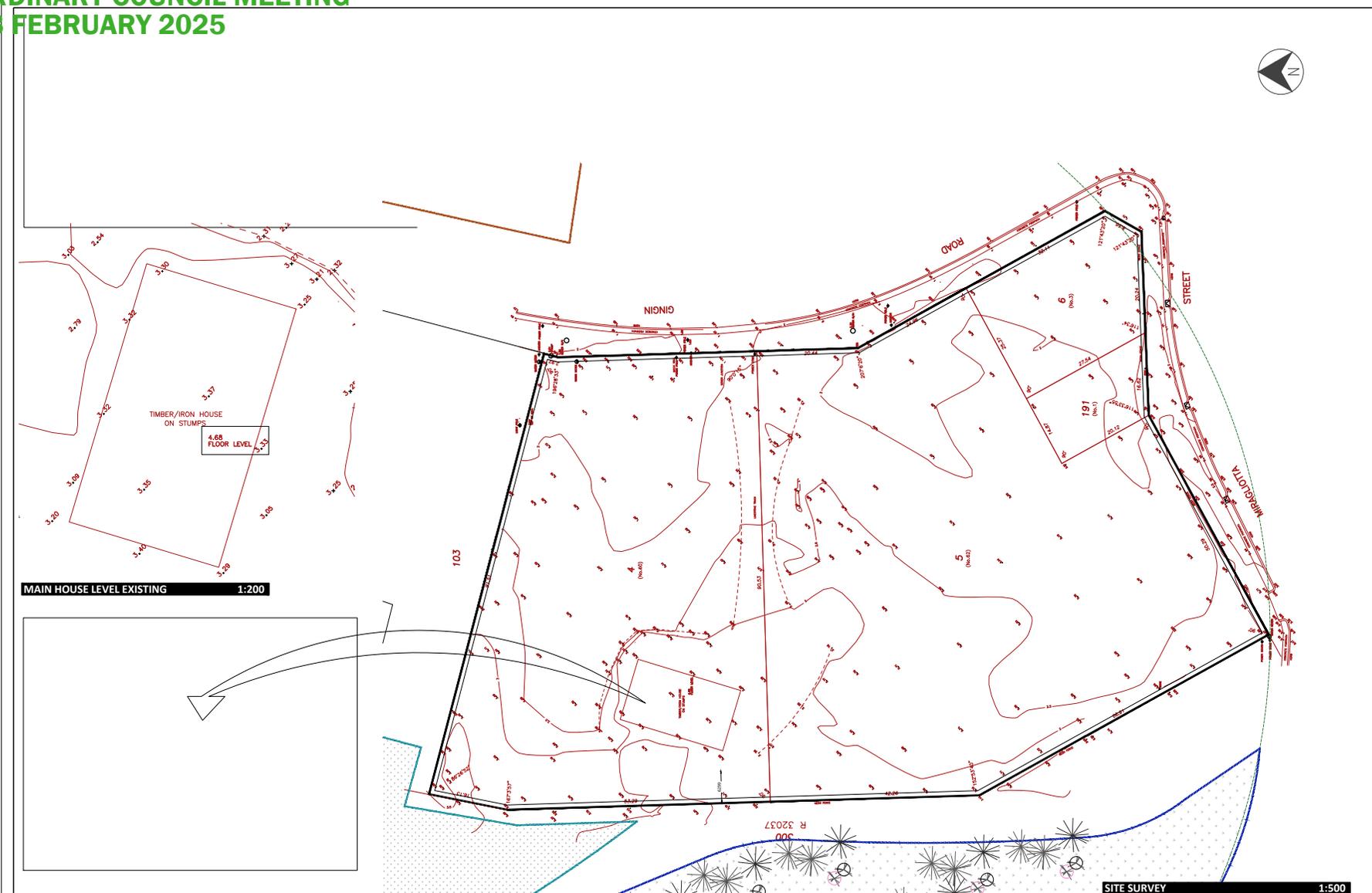
leonhouse
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leonhouse design pty ltd
PO Box 873 canning bridge applecross wa 6153
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Drawing Number:

W1013-DA_VC_26_10_2024- Rev C
Issue Date: 26/10/2024

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.2.3



MAIN HOUSE LEVEL EXISTING 1:200

SITE SURVEY 1:500

PLANS DRAWN TO BE PRINTED TO SCALE

Confidential property of Leon House Design to be returned on request. Not to be disclosed to others, reproduced or used for any other purpose except as authorised in writing by Leon House Design. All quantities need to be double checked by the builder before ordering. Where dimensions on these drawings shall take precedence over scaled dimensions, contractors shall verify and be responsible for all dimensions and conditions on the job and this office must be notified of any variations from the dimensions and conditions shown by these drawings. Shop details must be submitted to this office for approval before proceeding with fabrication. All sizes of appliances are to be measured from the appliance in the factory not off brochures, all appliances are to be pre-fitted in factory where possible, not on site so as to have good lines and clearances, the factory needs to have insurance cover for goods while in factory storage. All templates are to be in good stable board product, not dry packing sheets so as not to confuse the separate doors, all templates are to be sent to the contractor by the cabinetmaker, the cabinetmaker is solely in charge of all other contractors supplying goods for the kitchen, the services to site should also be organised in regards to having site ready for installation and having the services in the correct position. If there are any changes to the design after confirmed tender drawings, Leon House Design will make charges to drawings for an extra fee discussed at that time. The cabinetmaker is to read all plans and specifications carefully at both tender and construction times so as to not make any mistakes in both processes. The cabinets and tops once installed are to be covered with good strong protective material so as to stop any damage while waiting for handover. Any queries please contact the office or jon@leonhouse.net for any questions.

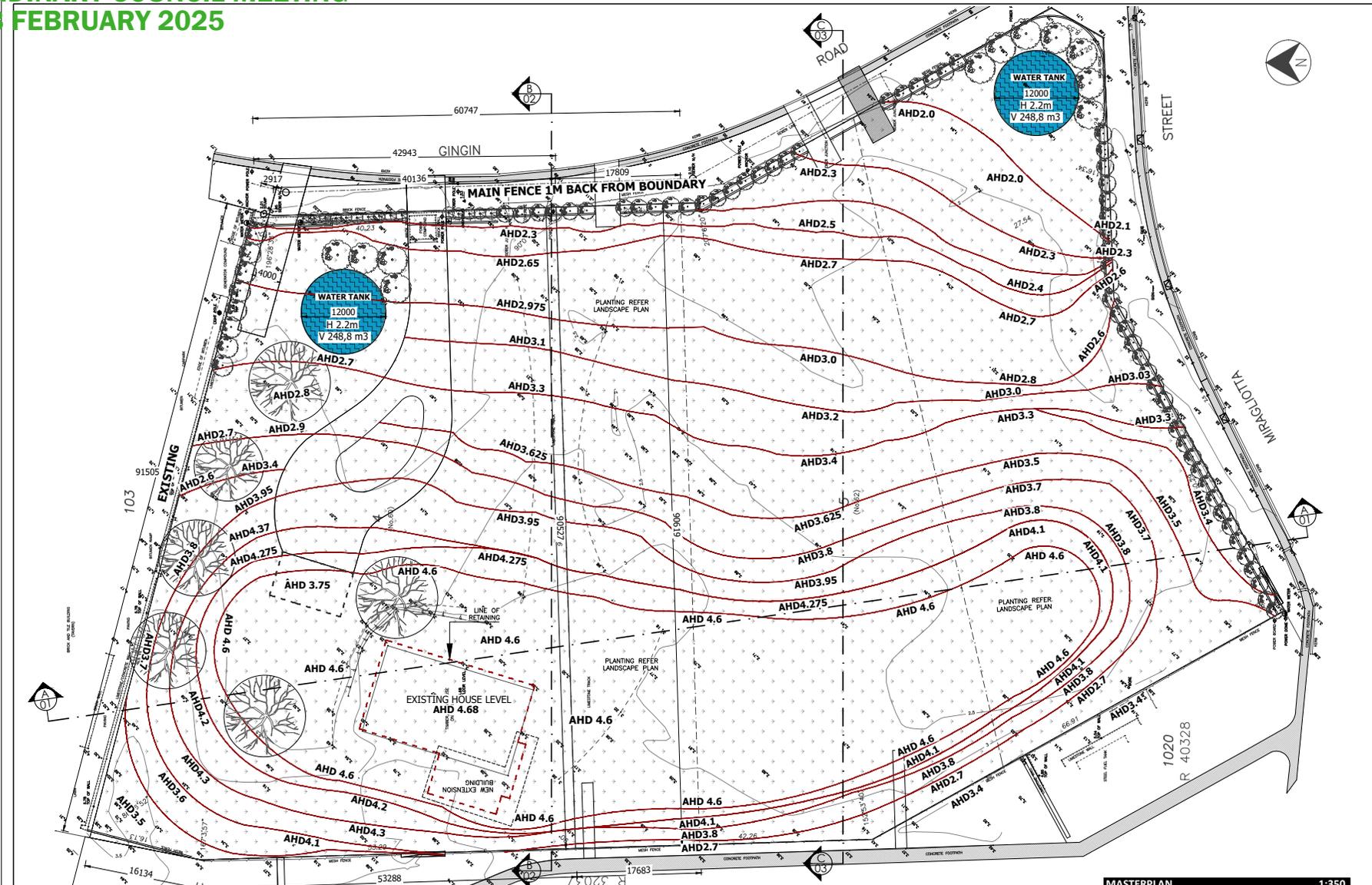
DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

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PO Box 873 canning bridge applescross wa 6153
leonhouse.net

DRAWING DESIGNED	DESIGN DRAFTING CHECK	START DATE	ISSUE DATE
HLM	LEON HOUSE	14.03.2022	30.10.2024

TITLE	PROJECT	SCALE	PROJECT NO.	DRAWING NO.	REV
SITE SURVEY SITE PLAN	LANCELIN	1:500 @ A2	1074	1074-PR-SU-01	01

PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION



PLANS DRAWN TO BE PRINTED TO SCALE

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NO.	DATE	REV	AMENDMENT
1	30.10.2024	03	NEW CONTOUR PROPOSED
2	13.05.2024	02	NEW LANDSCAPE
3	14.03.2022	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
0430 117 988
leonhouse.design@ptltd
PO Box 873 Canning bridge applicross wa 6153
leonhouse.net

GOODOIL PTY LTD PROJECT: LOT4 60 GINGIN ROAD LANCELIN	
DRAWING DESIGNED:	HLM
DESIGN/DRAFTING CHECK:	LEON HOUSE
START DATE:	14.03.2022
ISSUE DATE:	30.10.2024

MASTERPLAN 1:350

TITLE: **PROPOSED DEVELOPMENT SITEPLAN**

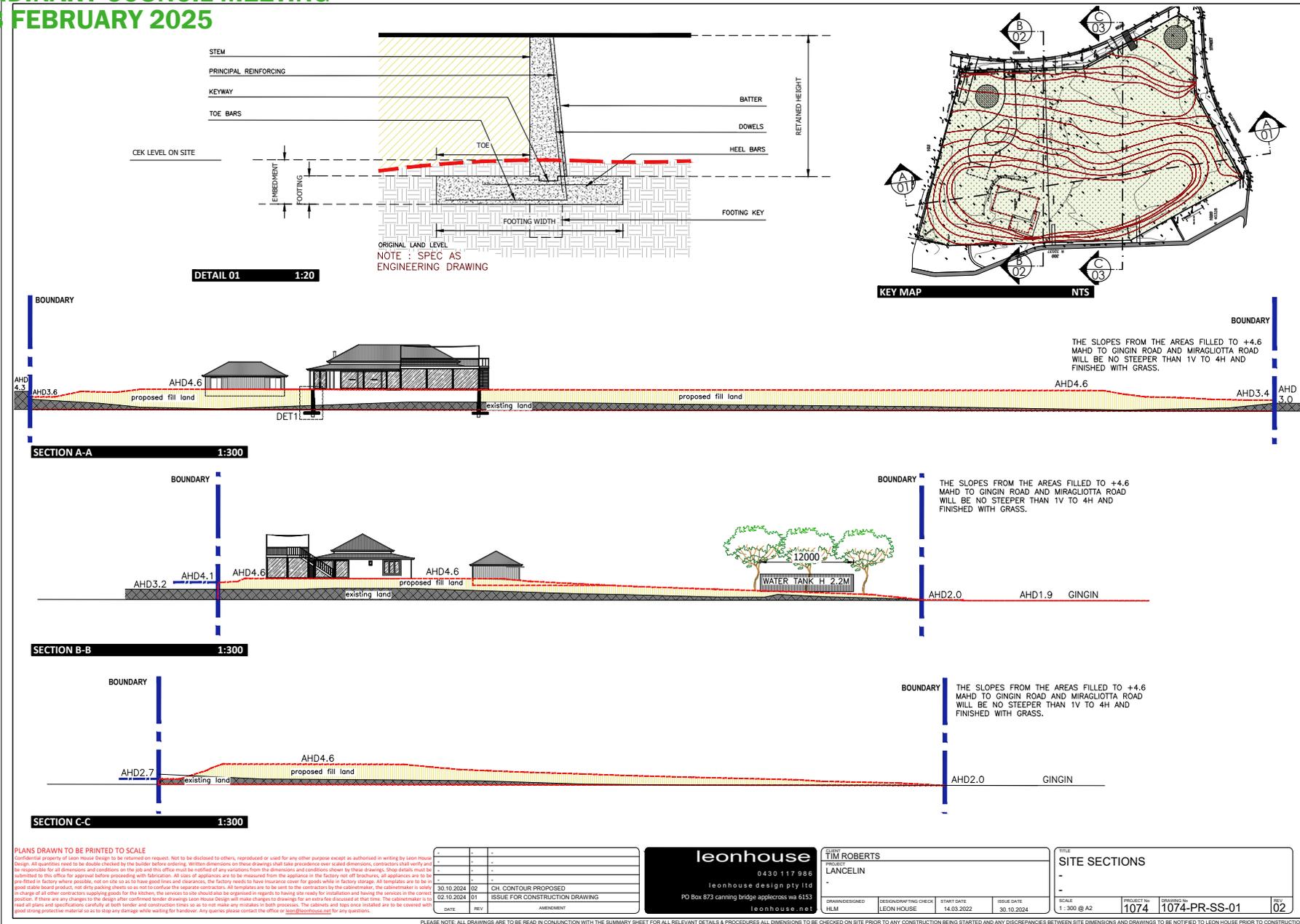
SCALE: 1:350 @ A2

PROJECT NO: 1074

DRAWING NO: 1074-BL-MA-01

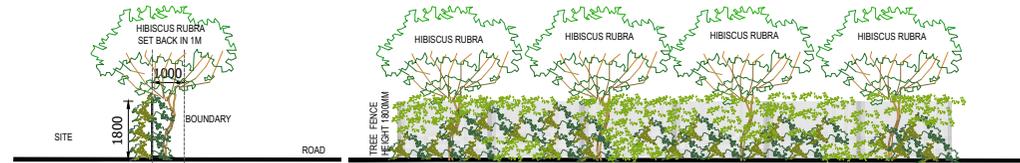
REV: 03

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MINUTES ORDINARY COUNCIL MEETING 18 FEBRUARY 2025

APPENDIX 14.2.3



FENCE TYPE A SCREEN PLANTING



TREE FENCE SAMPLE IMAGE



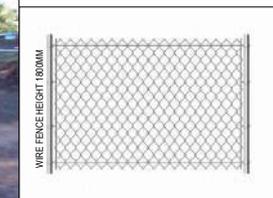
FENCE TREE



FENCE TYPE B SCREEN PLANTING



FENCE SAMPLE IMAGE



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DATE	REV	AMENDMENT
02.10.2024	01	ISSUE FOR CONSTRUCTION DRAWING

leonhouse
0430 117 988
leonhouse design pty ltd
PO Box 873 canning bridge applicross wa 6153
leonhouse.net

DESIGNED BY TIM ROBERTS	DESIGN CHECK LEON HOUSE	START DATE 14.03.2022	ISSUE DATE 02.10.2024
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TITLE FENCE TYPE	SCALE 1:250 @ A2	PROJECT NO. 1074	DRAWING NO. 1074-PR-FT-01	REV 01
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PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION

PLANTS SCHEDULE						
SYM	ID	BOTANICAL NAME	PHOTO	POT SIZE	HEIGHT	QTY
	ML	<i>Melaleuca lanceolata</i> MYRTACEAE		pot size 75L	height 3-8m	7pcs
	AF	<i>Agonis flexuosa</i> MYRTACEAE		pot size 75L	height 8-10m	12pcs
	HTR	<i>Hibiscus tiliaceus rubra</i>		75L	height 6-8m	69pcs
	AS	<i>Acacia saligna</i> MIMOSACEAE		150MM pot size	height 2-5m	2pcs
	WD	<i>Westringia dampieri</i> LAMIACEAE		150MM pot size	height 1m	131 sqm -1per sqm
	OA	<i>Olearia axillaris</i> ASTERACEAE		150MM pot size	height 1m	341 sqm -1per sqm
	AB	<i>Alyxia buxifolia</i> APOCYNACEAE		150MM pot size	height 1m	435 sqm -1per sqm
	SC	<i>Scaevola crassifolia</i> GOODENIACEAE		Tubestock pot size	height 400mm	940sqm -2per 1880pcs sqm:
	LG	<i>Lepidosperma gladiatum</i> CYPERACEAE		150MM pot size	height 1m	294sqm -2per 588pcs sqm:

IRRIGATION:

1. WATER SOURCE - BORE
2. IRRIGATION SLEEVES BENEATH PAVED SURFACES TO BE PROVIDED BY BUILDER
3. IRRIGATION TO BE DESIGNED TO SUIT WATER PRESSURE
4. IRRIGATION SYSTEM TO BE HARD WIRED AND FULLY AUTOMATIC WITH CONTROLLER LOCATED ON EXTERNAL WALL
5. PLANTING BE IRRIGATED WITH NETAFIM TECHLINE TO MANUFACTURERS SPECIFICATION
6. TRESS BE IRRIGATED BY 3X TORO FLOOD BUBBLERS WITH SUITABLE SPRINKLER BODIES AND RISERS ON A DEDICATED STATION
7. TURF TO BE IRRIGATED BY MP ROTATORS AND OVERLAP SUFFICIENTLY TO MAINTAIN CONSISTENT GROWTH
8. AS CONSTRUCTED DRAWINGS, MANUALS AND 12 MONTH WARRANTY SHALL BE SUPPLIED TO CLIENT UPON PRACTICAL COMPLETION

PLANS DRAWN TO BE PRINTED TO SCALE

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DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
0430 117 988
leonhouse design pty ltd
PO Box 873 canning bridge applicross wa 6153
leonhouse.net

LEONHOUSE DESIGN PTY LTD
PROJECT: LOT4 60 GINGIN ROAD LANCELIN
DRAWING DESIGNED: HLM
DESIGN/DRAFTING CHECK: LEON HOUSE
START DATE: 14.03.2022
ISSUE DATE: 30.10.2024

TITLE: LANDSCAPE TABLE
SCALE: 1:500 @ A2
PROJECT NO: 1074
DRAWING NO: 1074-BL-LA-01
REV: 01

PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

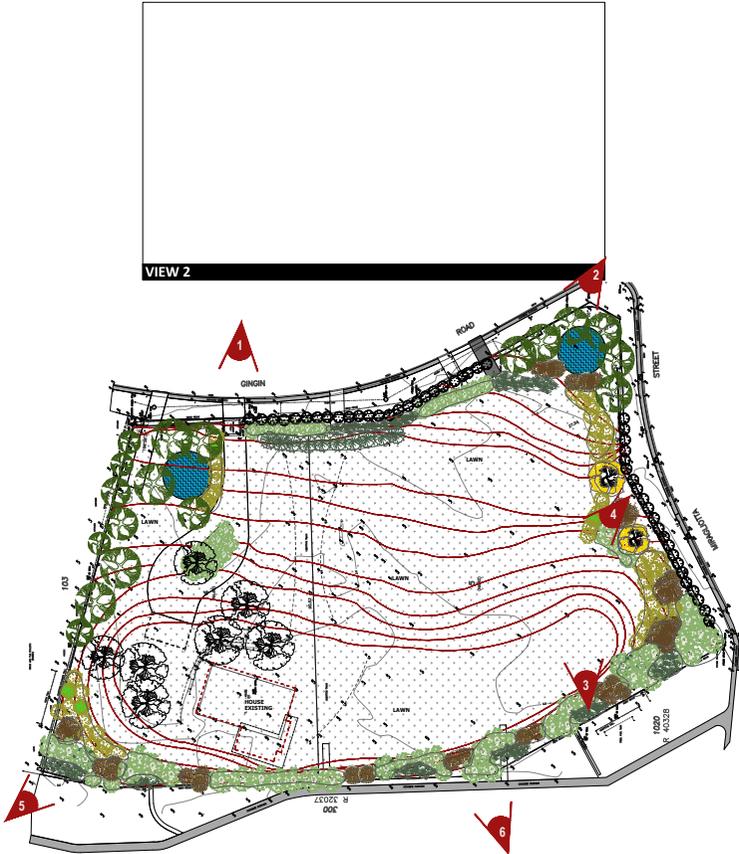
APPENDIX 14.2.3



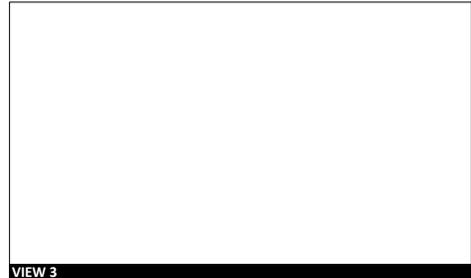
VIEW 1



VIEW 5



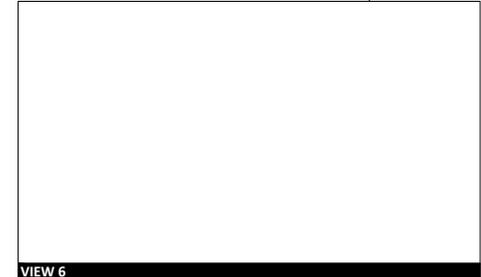
VIEW 2



VIEW 3



VIEW 4



VIEW 6

PLANS DRAWN TO BE PRINTED TO SCALE
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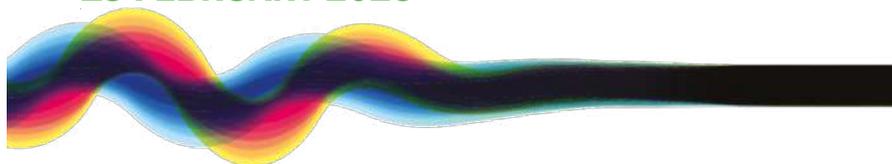
DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
 0430 117 988
 leonhouse design pty ltd
 PO Box 873 canning bridge appalachos wa 6153
 leonhouse.net

CLIENT GOODOIL PTY LTD	PROJECT LOT4 60 GINGIN ROAD LANCELIN
DRAWING DESIGNED HLM	DESIGN DRAFTING CHECK LEON HOUSE
START DATE 14.03.2022	ISSUE DATE 30.10.2024

TITLE IMAGES OF PROPOSED DEVELOPMENT			
SCALE 1:800 @ A2	PROJECT NO. 1074	DRAWING NO. 1074-DA-CGI-01	REV 01

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element.

Our Ref: 23-286
Your Ref: BLD/5714

21 June 2024

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

Via email: mail@gingin.wa.gov.au

Attention: James Bayliss – Manager Planning and Building

Dear James,

**ADDITIONAL INFORMATION IN RESPONSE TO COUNCIL DEFERRAL DECISION –
APPLICATION FOR DEVELOPMENT APPROVAL – LOTS 4 AND 5 (60 AND 62) GINGIN
ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN**

I refer to the application for development approval (DA) for proposed siteworks and external fixtures on Lots 4 and 5 (60 and 62) Gingin Road and Lots 6 and 191 (3 and 1) Miragliotta Street, Lancelin (subject land) and Council's associated deferral decision at its meeting held on the 19 December 2023. The Council deferral decision was as follows:

'That this item be deferred to allow Administration to seek further clarification with regard to the type of fencing and rainwater tanks proposed and potential offsite impacts.'

Following subsequent discussions with Shire officers the following information is attached to respond to the matters raised and in support of the DA:

1. An amended site master plan prepared by leonhouse dated 13 May 2024 (**Attachment 1**).

The amended site master plan includes relevant detail for the DA such as levels, slope and batter arrangements, water tank information, fencing and proposed and indicative future controlled access points for pedestrian and vehicles to the coastal environs and adjacent road network. Any works on the prior set of DA plans that do not form part of the proposal have been removed for clarity.

Refer to Attachment 1 – Amended Site Master Plan

2. A landscape concept plan prepared by Robert Finnie Design dated 14 May 2024 (**Attachment 2**).

Chief Executive Officer
Shire of Gingin

element.

LOTS 4 AND 5 (60 AND 62) GINGIN ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN

The landscape concept plan addresses landscaping treatments including in respect to screening the proposed water tanks, fill levels and associated gradients, fencing arrangements, proposed and indicative future controlled access points for pedestrian and vehicles to the coastal environs and adjacent road network, and verge treatments.

Refer to Attachment 2 – Landscape Concept Plan

3. Correspondence from MP Rogers & Associates dated 20 May 2024 (**Attachment 3**).

The letter responds to whether or not from a hydraulic action perspective under an inundation event, whether the proposed fill will potentially be moved off the site on to adjoining or nearby property.

Based on available research MP Rogers & Associates recommends that banks on the eastern side of all fill could be grassed to provide suitable protection against erosion in the extreme inundation event outlined in the relevant Baird report. The banks of the fill would then not erode and not be moved off the subject land. The letter also comments on the landscape concept plan at Attachment 2 and confirms that the plan shows the proposed areas of fill to have grassed banks in accordance with their advice.

Refer to Attachment 3 – MP Rogers & Associates Correspondence (20 May 2024)

4. Correspondence from Dom's Total Grounds Maintenance dated 10 May 2024 (**Attachment 4**).

The letter sets out a series of area based water consumption calculations in respect to the proposed establishment of new lawns and gardens and confirms that each of the proposed water tanks will need to be capable of holding a minimum of 235,000L each to meet establishment watering requirements.

Refer to Attachment 4 – Dom's Total Grounds Maintenance Correspondence (10 May 2024)

Based on the information provided as set out above it is considered that the following matters have now been appropriately addressed.

Inundation and Fill Dispersal Risk

Inundation and fill dispersal risk has been addressed as per the advice from MP Rogers & Associates in Attachment 3, with associated recommendations being incorporated into the landscape concept plan at Attachment 2.

Fencing

All fencing detail is shown on the landscape concept plan at Attachment 2. Fencing is proposed to include a combination of:

- a) 1800mm chain link black fence on western coastal environs boundary.

Chief Executive Officer
Shire of Gingin

element.

LOTS 4 AND 5 (60 AND 62) GINGIN ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN

- b) Limestone block retaining wall (approximately 500mm high) with 1800mm chain link black fence set back one (1) metre from property boundary with appropriate coastal screen planting to boundary (ex. Cottonwood Hibiscus).
- c) Limestone block retaining wall (approximately 500mm high) with 1800mm high open vertical hardwood timber batten fence (or suitable alternative) either on or set back one (1) metre from property boundary with appropriate coastal screen planting (ex. *Metrosideros* hedge).

For more information on proposed fencing treatments refer to the landscape concept plan at Attachment 2.

Refer to Attachment 2 – Landscape Concept Plan

Landscaping

The landscape concept plan at Attachment 2 clearly depicts that the proposed water tanks will be well screened from the adjacent road network by dense plantings and have little visual or other amenity impact on public areas near the subject land.

Dust Stabilisation

Dust stabilisation measures are proposed to include sprinklers, rapidly established landscaping and spray on stabilisation (hydro mulch or similar) on an as needs basis.

Outline Development Plan Considerations

In our view the development proposal does not compromise the ability to deliver the applicable Outline Development Plan (ODP) intent and therefore would constitute an orderly and proper development outcome that will positively impact the character and amenity of the locality.

The nature and extent of development proposed comprises primarily civil works only and with relatively minor modifications and adjustments would allow the ODP intent to be delivered in due course if necessary.

Transportation of Fill

It is understood that the Shire wishes to understand the quantum and frequency of truck movements that would be required to deliver fill to the subject land. Whilst the fill has yet to be sourced, it is expected that it will be delivered over an approximate 3-month period via a route typically comprising Lancelin Road, Walker Avenue and Gingin Road direct to site.

The quantum of fill required is expected to be in the order of 25,000-30,000m³. Using a mid-point of 27,500m³ of fill and a standard 50 tonne truck and dog trailer configuration, it is expected there would be an average of less than:

1. 16 truck movements per weekday.
2. Two (2) truck movements per hour on a weekday based on an 8-hour access window.

Chief Executive Officer
Shire of Gingin

element.

LOTS 4 AND 5 (60 AND 62) GINGIN ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN

Having regard to the nature of the existing use of the road network this level of truck movements is not expected to adversely impact road structure in the locality.

I trust that the above and attached information addresses the matters raised as a consequence of the Council deferral of the DA. Should you have any queries or require clarification on the information or matters raised above, please do not hesitate to contact the undersigned on 0404 074 631.

Yours sincerely

element



Murray Casselton
Principal - Planning

Encs

element acknowledges the Whadjuk people of the Noongar nation as Traditional Owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.

Attachment 1

**Amended Site Master Plan
leonhouse – 13 May 2024**



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DATE	REV	AMENDMENT
13.05.2024	02	NEW LANDSCAPE
14.03.2022	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
0430 117 988
leonhouse design Pty Ltd
PO Box 873 canning bridge aptcross wa 6153
leonhouse.net

DRAWN/DESIGNED	DESIGN/DRAFTING CHECK	START DATE	ISSUE DATE
HLM	LEON HOUSE	14.03.2022	13.05.2024

MASTERPLAN 1:500

TITLE
MASTER PLAN FOR DA

SCALE
1:500 @ A2

PROJECT NO
1074

DRAWING NO
1074-BL-MA-01

REV
02

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Attachment 2

Landscape Concept Plan

Robert Finnie Design - 14 May 2024

Attachment 3

Correspondence

MP Rogers & Associates – 20 May 2024

m p rogers & associates pl ABN 14 062 681 252

consulting engineers specialising in coastal, port and marine projects

Form 001 10/01/14

Suite 1, 128 Main Street
Osborne Park WA 6017, Australia
e: admin@coastsandports.com.au
t: +61 8 9254 6600

Our reference: K2032:MPR:Letter 24025 Rev 1.docx
Enquiries: Mick Rogers, direct line: 0417 981 020

20 May 2024

Goodoil Investments Pty Ltd
Level 2, 1 Station Street
COTTESLOE, WA 6011

Attention: Mr Marcus LeMessurier

Dear Marcus

LOT 4, 60 GINGIN ROAD, LANCELIN – STABILITY OF FILL

In your email of 12 April 2024, your Item 1 outlined the following query from the Council.
“From a hydraulic action perspective under an inundation event, will the fill potentially be moved off the site onto adjoining property?”

We have reviewed the Baird report titled Gingin Coastal Inundation Study dated 1 July 2020 (13288.101.R1.Rev1). This study identified that under extreme ocean conditions, the primary dunes in Lancelin may be breached in places and ocean water could inundate the low lying areas east of the primary dune system. Such a scenario could inundate much of Gingin Road. The Baird study includes an extreme case for inundation being the 500 year Average Recurrence Interval design storm in the planning year 2120. This scenario also included an allowance of 0.9 m for possible sea level rise to 2120.

The Baird inundation map for the above design case, indicated that the inundation depths would be generally less than 1 m for most of the low lying areas. There would be some localised areas with up to 2 m of inundation.

The Baird inundation map shows inundation on the eastern side of Lot 4, 60 Gingin Road. Our assessment of the nature of that flooding is that the flood currents on the eastern side of your property may be in the order of 1 m/s, but only for a short period of time.

Research completed by the Delft University of Technology in the Netherlands indicates that grassed embankments would be suitable for currents up to 2 m/s (Table 7.1 of Coastal Protection, edited by Krystian W. Pilarczyk, published by A.A Balkema, Rotterdam, 1990.)

Consequently, we recommended that banks on the eastern side of all fill could be grassed to provide suitable protection against erosion in the extreme inundation event outlined in the Baird report. The banks of the fill would not erode and hence not be moved off your property.

Following our discussions and meeting concerning this item, you have provided the attached landscaping DA plan LDA-01 Rev C prepared by Robert Finnie Design and dated 14 May 2024. This plan shows the proposed areas of fill to have grassed banks in accordance with our advice.

Yours sincerely



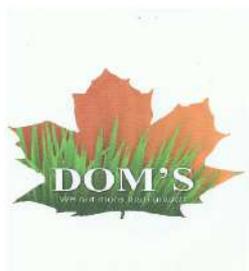
for and on behalf of

m p rogers & associates pl

Attachment 4

Correspondence

Dom's Total Grounds Maintenance – 10 May 2024



**Dom's Total Grounds
Maintenance**

PO Box 4013
BELDON WA 6027

10th May 2024

To whom it may concern

I am writing regarding your query pertaining to the water storage tanks at the property of Lot 4 Number 60 Gingin Road Lancelin. I have calculated the litreage of the storage tanks required whilst establishing new lawns (7000 m2) and new gardens (4000 m2).

To water these new gardens and lawns 3 x cycles would be needed per day. The water usage per cycle for the lawns only, will be approximately 72,000 L per cycle, and the gardens will be approximately 30,000 L per cycle. Therefore, 102,000 L of water per cycle at 3 x times per day will be 306,000 L of water required per day.

Each bore pump will only pump approximately 35L per minute, reason being if we draw larger amounts of water per minute, then the salt content will be too high. Over 24 hours this accumulates to 50,400 L per tank per day. For example, each tank will use 153,000 L per day where each bore will only provide 50,400 L per day.

So, prior to watering commencing, the tanks will need to be capable of holding 235,000 L minimum each. If the tanks were to be smaller in volume, then we would be running out of water by day 3.

Therefore, this is the reasoning of the size of the water storage tanks that we have proposed for this property.

Kind regards

Domenic Coniglio
Dom's Total Grounds Maintenance



Our Ref: 23-286
Your Ref: BLD/5714

22 November 2024

Chief Executive Officer
Shire of Gingin
PO Box 510
GINGIN WA 6503
Via email: mail@gingin.wa.gov.au

Attention: James Bayliss – Executive Manager Regulatory & Development Services

Dear James,

ADDITIONAL INFORMATION – APPLICATION FOR DEVELOPMENT APPROVAL – LOTS 4 AND 5 (60 AND 62) GINGIN ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN

I refer to the application for Development Approval (DA) for proposed siteworks and external fixtures on Lots 4 and 5 (60 and 62) Gingin Road and Lots 6 and 191 (3 and 1) Miragliotta Street, Lancelin (subject land) and the request via the Shire of Gingin's Planning Consultants, Altus Planning, for additional information and clear supporting plans.

In respect to this request, please find attached for your consideration an updated amended plan set (**Attachment 1**) prepared by Leonhouse Design Pty Ltd comprising:

1. Site Survey (Drawing No. 1074-DA-SU-01).
2. Proposed Development Plan (Drawing No. 1074-DA-MA-01).
3. Site Sections (Drawing No. 1074-DA-SS-01).
4. Site Fence Plan (Drawing No. 1074-DA-SE-02).
5. Fence Types (Drawing No. 1074-DA-FT-03).
6. Landscape Concept Plan (Drawing No. 1074-DA-LA-01).
7. Landscape Table (Plants Schedule) (Drawing No. 1074-DA-LT-01).
8. Images of Proposed Development (Drawing No. 1074-DA-CGI-01).
9. A letter is also attached from **Porter Consulting Engineers dated 22 November 2024**, providing technical commentary on the capacity of the local road network to accommodate truck movements associated with bringing fill to site (**Attachment 2**).

The updated amended plan set and Porter Consulting Engineers letter should be read in conjunction with:

1. The 21 June 2024 re-lodgement submission to the Shire of Gingin (the Shire) in response to Council's December 2023 deferral decision which addresses various associated technical matters.
2. Email exchanges with the Shire's officers on 19 November 2024 in relation to the manner in which fill stabilisation arrangements are secured until such time as the subject land is further developed.

Additional comments in relation to the updated amended plan set are provided below.

Chief Executive Officer
Shire of Gingin

element.

ADDITIONAL INFORMATION – APPLICATION FOR DEVELOPMENT APPROVAL – LOTS 4 AND 5 (60 AND 62) GINGIN ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN

Proposed Development Plan

The information and contours provided on the proposed development plan clearly depict the nature and extent of the proposed development, water tanks, finished fill levels and battering proposed to lawn areas. All superfluous information provided on previous plans has been removed.

Levels at their lowest point are approximately 2.0m AHD at the southeastern corner of the site near the intersection of Gingin Road and Miragliotta Street and increase to 4.6m AHD to have an appropriate level relative to the floor level of the existing house on site at 4.68m AHD.

Site Sections

The provided site sections and supporting key map clearly depict proposed fill levels across the subject land and the relationship between these levels and the existing house on site. The section also clearly depicts the extent and slope of the battered lawn areas that will perform a fill stabilisation function in the circumstance of a coastal inundation event.

Site Fence Plan and Fence Types

All fencing detail is shown on the site fence plan and fence types drawing. Fencing is proposed to include a combination of:

- a) 1800mm high chain link black fence inset one metre from the property boundaries along the majority of the Gingin Road (east) and Miragliotta Street (south) frontages, screened by dense plantings of *Hibiscus Rubra*.
- b) 1800mm high brushwood fence at the corner of Gingin Road and Miragliotta Street.
- c) 1800mm high chain link black fence on the coastal (western) frontage with coastal plantings behind.
- d) Existing retained fencing along the northern property boundary.

Sample images are also provided showing the proven effectiveness of the fencing and dense landscaping combination to provide an attractive high quality visual amenity outcome and effective screening.

Landscape Concept Plan, Plant Schedule and Images of Proposed Development

The level of landscape detail provided in the landscape concept plan, plant schedule and images of the proposed development should now be sufficient to satisfy the typical level of information required for a **standard condition of development approval**. It also a clear representation of the proposed appearance and high level of visual amenity of the development viewed both internally and externally from the adjacent public realm. Details of proposed irrigation arrangements are also provided.

It should also be evident on the landscape concept plan that the proposed approximately 250,000L water tanks will be well screened from the adjacent road network by dense plantings of *Hibiscus tiliaceus rubra*, *Agonis flexuosa* MYRTACEAE and *Alyxia buxifolia* APOCYNACEAE and will have little adverse visual or other amenity impact on public areas near the subject land. Indeed, the proposed development will improve the visual amenity on the site and in the locality generally. This positive outcome is also clearly depicted in the provided images of the proposed development which include clear external views of the development from adjacent street frontages, the Gingin Road and Miragliotta Street corner, and the western coastal environs.

Chief Executive Officer
Shire of Gingin

element.

ADDITIONAL INFORMATION – APPLICATION FOR DEVELOPMENT APPROVAL – LOTS 4 AND 5 (60 AND 62) GINGIN ROAD AND LOTS 6 AND 191 (3 AND 1) MIRAGLIOTTA STREET, LANCELIN

The extent and nature of battered lawn areas (banks) that are intended to perform a **fill stabilisation function** on the eastern side of the subject land are also clearly identified, and are consistent with the related advice provided by coastal engineers, MP Rogers and Associates, dated 20 May 2024.

Truck Movements

The letter provided by Porter Consulting Engineers dated 22 November 2024 provides technical commentary on the capacity of the local road network to accommodate truck movements associated with bringing fill to site.

The letter notes that a total of **15,000-20,000T** of sand material is required to fill the site to meet the engineering requirements of the development. It is expected this material will be delivered to the site via semi-trailers on turn-around from a local sand source, with the expected haulage route to include a direct path along Lancelin Road, Walker Avenue and Gingin Road.

There is no set program as yet for the transport of fill material to the site. However, given the site location and distance from the expected sand source, Porter Consulting Engineers **expect the fill to be delivered to the site over a four week period**. This is based on the movement of fill being limited to semi-trailers carrying 25-26T per load, and the semi-trailers making an average of five (total) truck movements per hour over a ten hour day, with turnaround facilities provided within the boundaries of the subject land.

Based on the above, the advice from Porter Consulting Engineers concludes that while the additional five semi-trailer movements per hour will likely increase the local heavy vehicle movements over the four week period, this increase will have little to no impact on local traffic.

Further details in relation to the transport of fill material to the site can be appropriately addressed as part of the preparation of a **construction management plan** prior to the commencement of works. It is anticipated that this requirement will be included as a condition of development approval.

I trust that the above and attached information addresses the matters raised in respect to the application. Should you have any queries or require clarification on the information or matters raised above, please do not hesitate to contact the undersigned on 0404 074 631.

Yours sincerely
Element Advisory



Murray Casselton
Principal - Planning

cc. Altus Planning, Attention: Jayden Pope

Element Advisory acknowledges the Whadjuk people of the Noongar nation as Traditional Owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.

Attachment 1

**Updated Amended Plan Set
Leonhouse Design Pty Ltd
October 2024**

Proposed extension for Goodoil Investments Pty Ltd Lot 4, 60 Gingin Road, Lancelin

AND 191 GINGIN ROAD - LANCELIN

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ISSUED FOR DEVELOPMENT APPROVAL

leonhouse

0430 117 988
leonhouse design pty ltd
PO Box 873 Canning Bridge Applecross WA 6153
leonhouse.net

Drawing Number:
W011919A 01 20 10 2024

CONTENTS

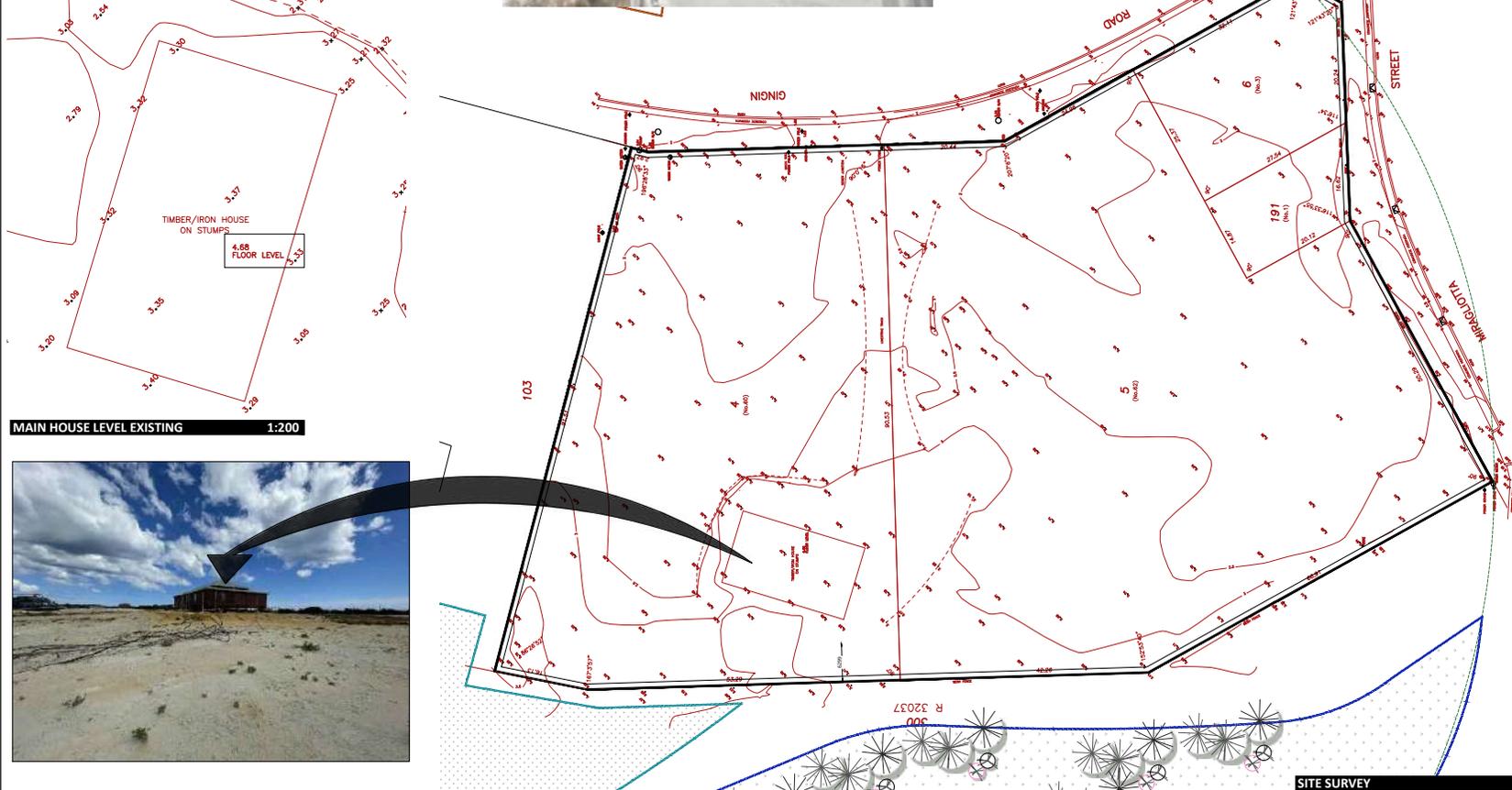
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1074-DA-SU-01	PAGE 01	SITE SURVEY
1074-DA-MA-01	PAGE 02	PROPOSED DEVELOPMENT
1074-DA-SS-01	PAGE 03	SITE SECTIONS
1074-DA-SE-02	PAGE 04	SITE FENCE
1074-DA-FT-03	PAGE 05	FENCE TYPE
1074-DA-LA-01	PAGE 06	LANDSCAPE PLAN
1074-DA-LT-01	PAGE 07	LANDSCAPE TABLE
1074-DA-CGI-01	PAGE 08	IMAGES OF PROPOSED DEVELOPMENT

DEVELOPMENT APPROVAL

leonhouse
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leonhouse design Pty Ltd
PO Box 873 Canning bridge applecross wa 6153
leonhouse.net

Drawing Number:

101019 DA VP 26 10 2024 DA-C



MAIN HOUSE LEVEL EXISTING 1:200



SITE SURVEY 1:500

PLANS DRAWN TO BE PRINTED TO SCALE

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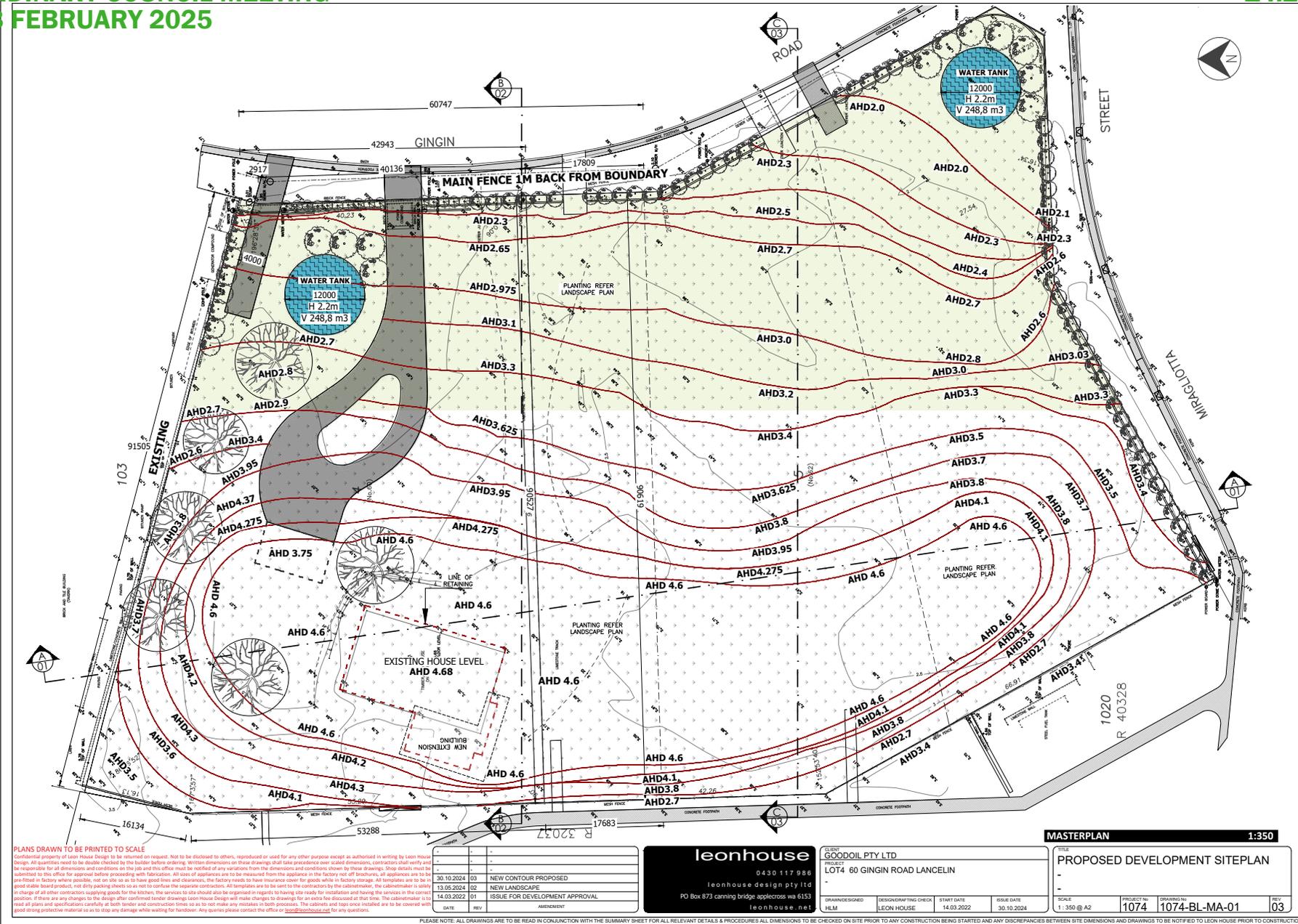
DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
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PO Box 873 canning bridge applochess wa 6153
leonhouse.net

CLIENT TIM ROBERTS	PROJECT LANCELIN
DRAWING DESIGNED HLM	DESIGN DRAFTING CHECK LEON HOUSE
START DATE 14.03.2022	ISSUE DATE 30.10.2024

TITLE SITE SURVEY SITE PLAN	SCALE 1:500 @ A2	PROJECT NO 1074	DRAWING NO 1074-PR-SU-01	REV 01
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PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION.



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NO.	DATE	REV	AMENDMENT
1	30.10.2024	03	NEW CONTOUR PROPOSED
2	13.06.2024	02	NEW LANDSCAPE
3	14.03.2022	01	ISSUE FOR DEVELOPMENT APPROVAL

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 leonhouse.net

CLIENT GOODOIL PTY LTD	PROJECT LOT4 60 GINGIN ROAD LANCELIN
DRAWING/DESIGNED HLM	DESIGN/CHECKING LEON HOUSE
START DATE 14.03.2022	ISSUE DATE 30.10.2024

MASTERPLAN 1:350

TITLE
PROPOSED DEVELOPMENT SITEPLAN

SCALE
1:350 @ A2

PROJECT NO
1074

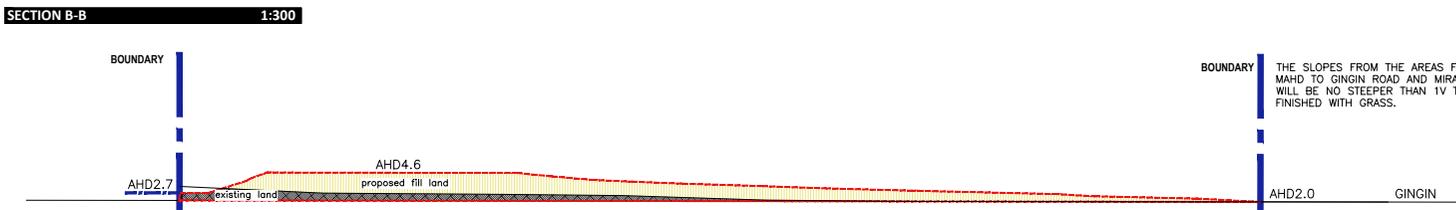
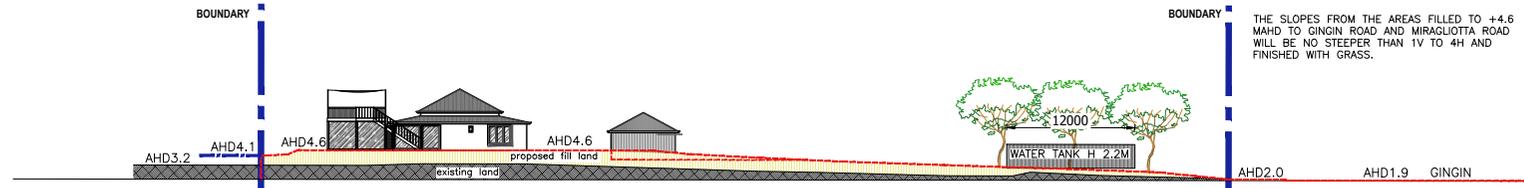
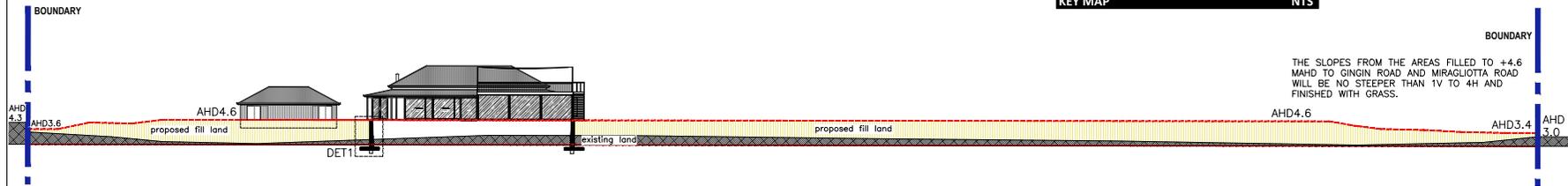
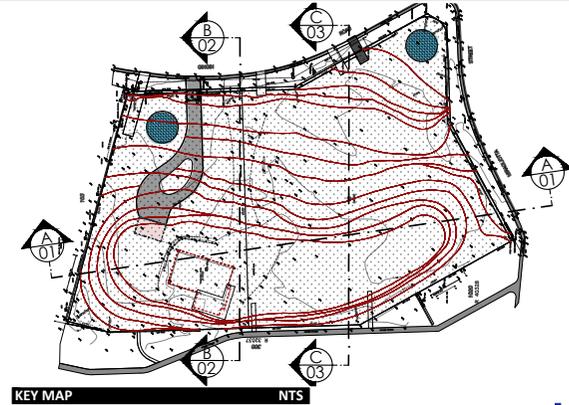
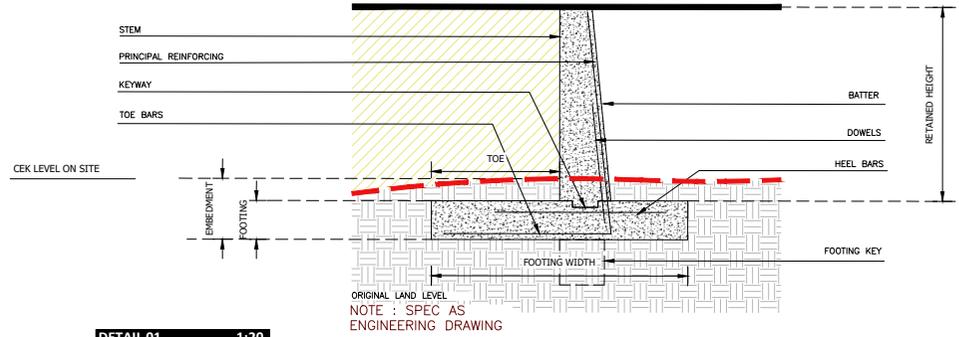
DRAWING NO
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REV
03

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MINUTES ORDINARY COUNCIL MEETING 18 FEBRUARY 2025

APPENDIX 14.2.5



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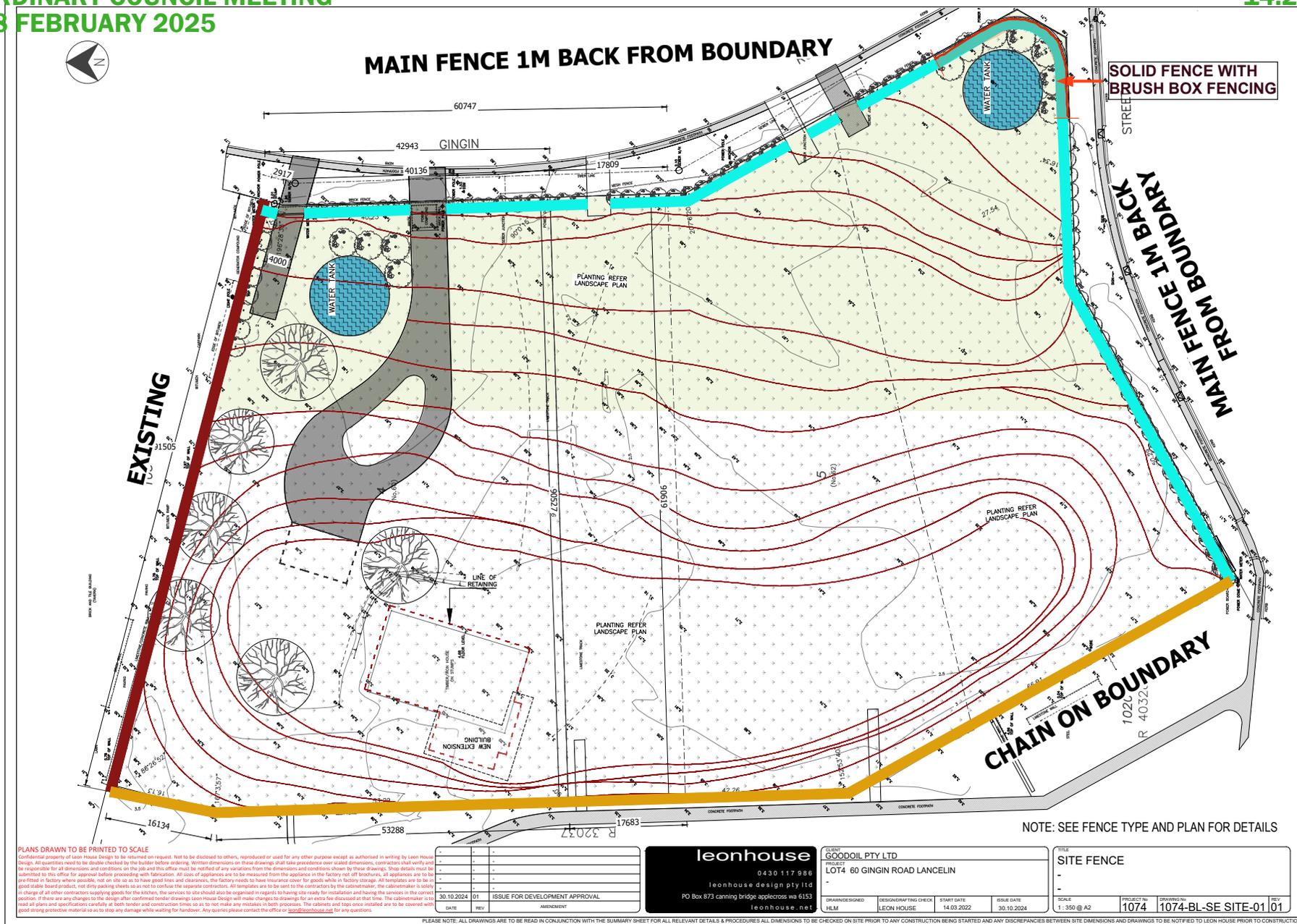
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30.10.2024	02	CH CONTOUR PROPOSED
02.10.2024	01	ISSUE FOR CONSTRUCTION DRAWING

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CLIENT TIM ROBERTS	DESIGN/DRAFTING CHECK LEON HOUSE	START DATE 14.03.2022	ISSUE DATE 30.10.2024
PROJECT LANCELIN	DRAWING/DESIGNED HLM		

TITLE SITE SECTIONS	SCALE 1:300 @ A2	PROJECT NO. 1074	DRAWING NO. 1074-PR-SS-01	REV 02
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PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION



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DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

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leonhouse.net

CLIENT GOODOIL PTY LTD	PROJECT LOT4 60 GINGIN ROAD LANCELIN
DRAWING DESIGNED HLM	DESIGN DRAFTING CHECK LEON HOUSE
START DATE 14.03.2022	ISSUE DATE 30.10.2024

TITLE SITE FENCE	SCALE 1:350 @ A2
PROJECT NO 1074	DRAWING NO 1074-BL-SE SITE-01
REV 01	

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PLANTS SCHEDULE			
SYM	ID	BOTANICAL NAME	PHOTO
	ML	<i>Melaleuca lanceolata</i> MYRTACEAE	
	AF	<i>Agonis flexuosa</i> MYRTACEAE	
	HTR	<i>Hibiscus tiliaceus rubra</i>	
	AS	<i>Acacia saligna</i> MIMOSACEAE	
	WD	<i>Westringia dampieri</i> LAMIACEAE	
	OA	<i>Olearia axillaris</i> ASTERACEAE	
	AB	<i>Alyxia buxifolia</i> APOCYNACEAE	
	SC	<i>Scaevola crassifolia</i> GOODENIACEAE	
	LG	<i>Lepidosperma gladiatum</i> CYPERACEAE	

NOTE:
SHRUBS - 1 PLANT PER SQM.
GROUNDCOVERS - 2 PLANTS PER SQM.
GRASSES - 2 PLANTS PER SQM.

- IRRIGATION:**
1. WATER SOURCE - BORE
 2. IRRIGATION SLEEVES BENEATH PAVED SURFACES TO BE PROVIDED BY BUILDER
 3. IRRIGATION TO BE DESIGNED TO SUIT WATER PRESSURE
 4. IRRIGATION SYSTEM TO BE HARD WIRED AND FULLY AUTOMATIC WITH CONTROLLER LOCATED ON EXTERNAL WALL
 5. PLANTING BE IRRIGATED WITH METAFIM TECHLINE TO MANUFACTURERS SPECIFICATION
 6. TREES BE IRRIGATED BY 3X TORO FLOOD BUBBLERS WITH SUITABLE SPRINKLER BODIES AND RISERS ON A DEDICATED STATION
 7. TURF TO BE IRRIGATED BY MP ROTATORS AND OVERLAP SUFFICIENTLY TO MAINTAIN CONSISTENT GROWTH
 8. AS CONSTRUCTED DRAWINGS, MANUALS AND 12 MONTH WARRANTY SHALL BE SUPPLIED TO CLIENT UPON PRACTICAL COMPLETION

PLANS DRAWN TO BE PRINTED TO SCALE
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<p>leonhouse 04 30 117 986 leonhouse design Pty Ltd PO Box 873 Canning Bridge Applecross WA 6153 leonhouse.net</p>		<p>CLIENT: GOODOIL PTY LTD PROJECT: LOT4 60 GINGIN ROAD LANCELIN</p>		<p>MASTERPLAN 1:350</p> <p>TITLE: LANDSCAPE PLAN PLANT SPECIES</p>																												
<table border="1"> <thead> <tr> <th>DATE</th> <th>REV</th> <th>AMENDMENT</th> </tr> </thead> <tbody> <tr> <td>30.10.2024</td> <td>03</td> <td>NEW LANDSCAPE PLAN</td> </tr> <tr> <td>13.06.2024</td> <td>02</td> <td>NEW LANDSCAPE</td> </tr> <tr> <td>14.03.2022</td> <td>01</td> <td>ISSUE FOR DEVELOPMENT APPROVAL</td> </tr> </tbody> </table>	DATE	REV	AMENDMENT	30.10.2024	03	NEW LANDSCAPE PLAN	13.06.2024	02	NEW LANDSCAPE	14.03.2022	01	ISSUE FOR DEVELOPMENT APPROVAL	<table border="1"> <thead> <tr> <th>DRAWING/ISSUED</th> <th>DESIGN/DRAWING CHECK</th> <th>START DATE</th> <th>BUILD DATE</th> </tr> </thead> <tbody> <tr> <td>HLM</td> <td>LEON HOUSE</td> <td>14.03.2022</td> <td>30.10.2024</td> </tr> </tbody> </table>	DRAWING/ISSUED	DESIGN/DRAWING CHECK	START DATE	BUILD DATE	HLM	LEON HOUSE	14.03.2022	30.10.2024	<table border="1"> <thead> <tr> <th>SCALE</th> <th>PROJECT NO</th> <th>DRAWING NO</th> <th>REV</th> </tr> </thead> <tbody> <tr> <td>1:500 @ A2</td> <td>1074</td> <td>1074-BL-LA-01</td> <td>03</td> </tr> </tbody> </table>	SCALE	PROJECT NO	DRAWING NO	REV	1:500 @ A2	1074	1074-BL-LA-01	03		
DATE	REV	AMENDMENT																														
30.10.2024	03	NEW LANDSCAPE PLAN																														
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HLM	LEON HOUSE	14.03.2022	30.10.2024																													
SCALE	PROJECT NO	DRAWING NO	REV																													
1:500 @ A2	1074	1074-BL-LA-01	03																													

PLANTS SCHEDULE						
SYM	ID	BOTANICAL NAME	PHOTO	POT SIZE	HEIGHT	QTY
	ML	<i>Melaleuca lanceolata</i> MYRTACEAE		pot size 75L	height 3-8m	7pcs
	AF	<i>Agonis flexuosa</i> MYRTACEAE		pot size 75L	height 8-10m	12pcs
	HTR	<i>Hibiscus tiliaceus rubra</i>		75L	height 6-8m	69pcs
	AS	<i>Acacia saligna</i> MIMOSACEAE		150MM pot size	height 2-5m	2pcs
	WD	<i>Westringia dampieri</i> LAMIACEAE		150MM pot size	height 1m	131 sqm -1per sqm
	OA	<i>Olearia axillaris</i> ASTERACEAE		150MM pot size	height 1m	341 sqm -1per sqm
	AB	<i>Alyxia buxifolia</i> APOCYNACEAE		150MM pot size	height 1m	435 sqm -1per sqm
	SC	<i>Scaevola crassifolia</i> GOODENIACEAE		Tubestock pot size	height 400mm	940sqm -2per 1880pcs sqm:
	LG	<i>Lepidosperma gladiatum</i> CYPERACEAE		150MM pot size	height 1m	294sqm -2per 588pcs sqm:

IRRIGATION :

1. WATER SOURCE - BORE
2. IRRIGATION SLEEVES BENEATH PAVED SURFACES TO BE PROVIDED BY BUILDER
3. IRRIGATION TO BE DESIGNED TO SUIT WATER PRESSURE
4. IRRIGATION SYSTEM TO BE HARD WIRED AND FULLY AUTOMATIC WITH CONTROLLER LOCATED ON EXTERNAL WALL
5. PLANTING BE IRRIGATED WITH NETAFIM TECHLINE TO MANUFACTURERS SPECIFICATION
6. TRESS BE IRRIGATED BY 3X TORO FLOOD BUBBLERS WITH SUITABLE SPRINKLER BODIES AND RISERS ON A DEDICATED STATION
7. TURF TO BE IRRIGATED BY MP ROTATORS AND OVERLAP SUFFICIENTLY TO MAINTAIN CONSISTENT GROWTH
8. AS CONSTRUCTED DRAWINGS, MANUALS AND 12 MONTH WARRANTY SHALL BE SUPPLIED TO CLIENT UPON PRACTICAL COMPLETION

PLANS DRAWN TO BE PRINTED TO SCALE

Confidential property of Leon House Design to be returned on request. Not to be disclosed to others, reproduced or used for any other purpose except as authorised in writing by Leon House Design. All quantities used to be double checked by the builder before ordering. Written dimensions on these drawings shall take precedence over scaled dimensions, contractors shall verify and be responsible for all dimensions and conditions on the job and this office must be notified of any variations from the dimensions and conditions shown by these drawings. Shop details must be submitted to this office for approval before proceeding with fabrication. All sizes of appliances are to be measured from the appliance in the factory not off brochures. All appliances are to be pre-fitted in factory where possible, not on site so as to have good lines and clearances, the factory needs to have insurance cover for goods while in factory storage. All templates are to be in good stable board product, not dry packing sheets or as not to confuse the separate contractors. All templates are to be sent to the contractor by the cabinetmaker, the cabinetmaker is in charge of all other contractors supplying goods for the kitchen, the services to site should also be organised in regards to having site ready for installation and having the services in the correct position. If there are any changes to the design after confirmed tender drawings Leon House Design will make changes to drawings for an extra fee discussed at that time. The cabinetmaker is to read all plans and specifications carefully at both tender and construction times so as to not make any mistakes in both processes. The cabinets and tops once installed are to be covered with good strong protective material such as to stop any damage while waiting for handover. Any queries please contact the office or goodoil@leonhouse.net for any questions.

DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
0430 117 986
leonhouse design pty ltd
PO Box 873 canning bridge applocross wa 6153
leonhouse.net

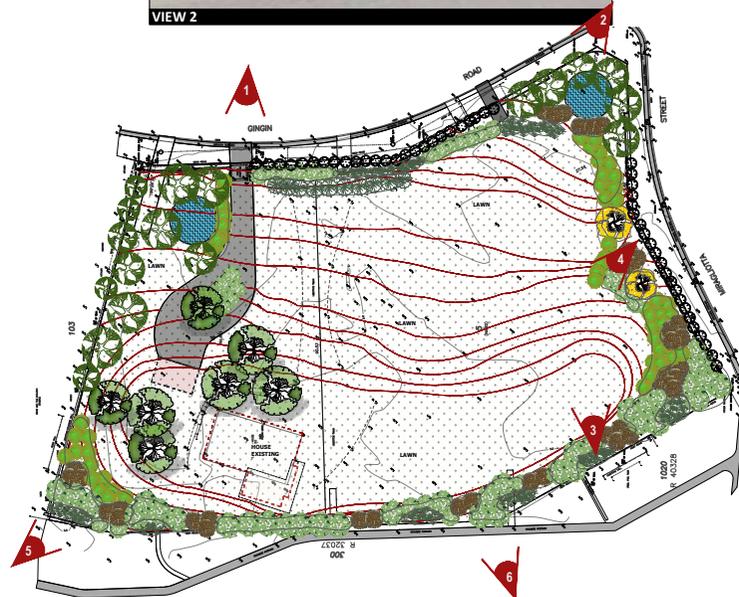
CLIENT GOODOIL PTY LTD	DESIGN/DRAWING CHECK LEON HOUSE	START DATE 14.03.2022	ISSUE DATE 30.10.2024
PROJECT LOT4 60 GINGIN ROAD LANCELIN	DRAWING/DESIGNED HLM		

TITLE LANDSCAPE TABLE	SCALE 1:500 @ A2	PROJECT No 1074	DRAWING No 1074-BL-LA-01	REV 01
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PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
14.2.5**



PLANS DRAWN TO BE PRINTED TO SCALE

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DATE	REV	AMENDMENT
30.10.2024	01	ISSUE FOR DEVELOPMENT APPROVAL

leonhouse
0430 117 986
leonhouse design pty ltd
PO Box 873 canning bridge applocross wa 6153
leonhouse.net

DRAWING/ISSUED BY	DESIGN/DRAFTING CHECK	START DATE	ISSUE DATE
HLM	LEON HOUSE	14.03.2022	30.10.2024

TITLE	PROJECT	SCALE	PROJECT NO.	DRAWING NO.	REV.
IMAGES OF PROPOSED DEVELOPMENT	LOT4 60 GINGIN ROAD LANCELIN	1:800 @ A2	1074	1074-DA-CGI-01	01

PLEASE NOTE: ALL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH THE SUMMARY SHEET FOR ALL RELEVANT DETAILS & PROCEDURES ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ANY CONSTRUCTION BEING STARTED AND ANY DISCREPANCIES BETWEEN SITE DIMENSIONS AND DRAWINGS TO BE NOTIFIED TO LEON HOUSE PRIOR TO CONSTRUCTION

Attachment 2

Technical Correspondence - Transport of Fill Material

Porter Consulting Engineers

22 November 2024



Our Ref: JK/KH/L274.24.docx

22 November 2024

Shire of Gingin
PO Box 510
GINGIN WA 6503

Level 2 Kishorn Court
58 Kishorn Road
Mount Pleasant WA 6153

PO Box 1036
Canning Bridge WA 6153

Tel: (08) 9315 9955
Email: office@portereng.com.au
www.portereng.com.au

Attention: Planning Department

**LOT 4 & LOTS 900-902 GINGIN ROAD, LANCELIN
TRANSPORT OF FILL MATERIAL**

Porter Consulting Engineers has been asked to review the earthworks required to develop the above site in relation to the immediate impact the works may have on the surrounding road network.

The works proposed to be undertaken at the above site include initial siteworks, preparatory earthworks and import filling. A total of 15,000-20,000T of sand material is required to fill the site to meet the engineering requirements of the development. It is expected this material will be delivered to the site via semi-trailers on turn-around from a local sand source. The exact sand source is not yet confirmed, though is expected to be within 25-30km of Lancelin. The expected haulage route includes a direct path along Lancelin Road/ Walker Avenue onto Gingin Road to the site.

There is no set program as yet for the transport of the fill material to the site, however given the site location and distance from the expected sand source, we expect the fill could be delivered to the site within a 4 week period, based on:

1. The movement of fill will be limited to semi-trailers carrying 25-26T per load.
2. The semi-trailers making an average of 5 (total) truck movements per hour over a 10 hour day.
3. Access and Egress from the site will accommodate the semi-trailers turning around within the site.
4. Timing of the fill import will avoid school holidays.

It is acknowledged that the additional 5 semi-trailer movements per hour will likely increase the local heavy vehicle movements over the 4 week period, however this increase will have little to no impact on local traffic.

Yours faithfully,

A handwritten signature in blue ink that reads "Jamie King".

**JAMIE KING
SENIOR PROJECT ENGINEER**

Enc.

cc: Marcus LeMessurier, Warburton Group

SCHEDULE OF SUBMISSIONS AND APPLICANTS' RESPONSES

DEVELOPMENT APPLICATION: PROPOSED SITE WORKS (FILL) AND EXTERNAL FIXTURES (WATER TANKS) ON LOTS 4 & 5 GINGIN ROAD AND LOTS 6 & 191 MIRAGLIOTTA STREET, LANCELIN

No.	Submitter	Submission details	Applicants' response
1.	DoT	The submitter provides the following comment: <i>See attached PDF.</i>	The officer disagrees that the Draft CHRMAP yet to be ratified by Council prevails over the endorsed version. The remaining comments are noted.
4.	DWER	The submitter provides the following comment: <i>DWER has assessed the proposal and has no objections, with the following comment to provide:</i> <i>Imported fill will need to meet the requirements for Clean Fill or Uncontaminated Fill, as listed in the Landfill Waste Classification and Waste Definitions 1996.</i>	Noted.
5.	DoH	The submitter provides the following comment: <i>It is noted that the water tanks to be installed will be primarily for irrigation water relating to future landscape plans. The lots are connected to mains water. It is essential to ensure that any non-drinking water is not confused with or does not contaminate the drinking water supply. This requires satisfactory labelling of non-drinking water taps and, depending on system configuration, suitable backflow prevention arrangement.</i> <i>The 'clean fill' to be used for the 'filling process' must not contain asbestos containing materials.</i> <i>Please ensure the local statutory services of the Shire of Gingin (including the local Environmental Health team) are involved in the assessment of this proposal.</i>	Noted.
6.	DPLH	The submitter provides the following comment:	Noted.

		<i>See attached PDF.</i>	
2.	Ratepayer	<p><i>The submitter does not support the application and provides the following general comment:</i></p> <p><i>This letter is in regard to my objections for the above proposed development. I would like for Council to reconsider granting approval for proposed site levels and water tanks.</i></p> <p><i>Site levels</i> <i>I consider the site levels to be to be un-satisfactory due to the height. The height should be more consistent with existing natural ground levels on the western boundary of around 3.3 RL showing on site survey.</i></p> <p><i>The proposed mound of fill sand will be 2.6m higher than the NGL of the eastern boundary and majority of the combined lots. I believe the huge amount of fill will look out of place and inconsistent with surrounding properties.</i></p> <p><i>Another issue is the huge amount of sand shifting and erosion, at present there is already constant beach sand blowing down Miragliotta St in Easterly direction. The fill sand being much higher than NGL will blow into neighbouring properties and streets. Its all good and well the development states "ground cover" but this would need to be maintained and would this be maintained?</i></p> <p><i>Water Tanks</i> <i>The proposed water tanks are enormous and would be eyesore. Surely there would be alternative position or sinking into ground to make the properties look more residential.</i></p>	Noted. The officer generally concurs.
3.	Ratepayer	<p>The submitter provides the following general comment:</p> <p><i>Conditional non-objection to the proposal subject to:</i></p> <p>1) <i>A site-specific coastal engineering assessment being undertaken confirming the proposed fill has no off-site impacts to our property.</i></p>	Noted. The officer generally concurs.

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.2.6

		2) <i>A site-specific stormwater drainage management plan demonstrating the proposal has no off-site impacts to our property.</i>	
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SCHEDULE OF SUBMISSIONS AND APPLICANTS' RESPONSES

**DEVELOPMENT APPLICATION: PROPOSED SITE WORKS (FILL) AND EXTERNAL FIXTURES (WATER TANKS) ON LOTS 4 & 5
GINGIN ROAD AND LOTS 6 & 191 MIRAGLIOTTA STREET, LANCELIN**

No.	Submitter	Submission details	Applicants' response
1.	DoT	<p>The submitter provides the following comment:</p> <p><i>See attached PDF.</i></p>	<p>Refer Attachment 1 – Goodoil Investments Pty Ltd submission response to the draft Coastal Management Strategy (CMS) and draft Coast Hazard Risk Management Adaptation Plan (CHRMAP). This outlines the landowners' position on the draft CHRMAP and CMS in that they do not currently align with community values and expectations for the ongoing use of Lancelin as a townsite and tourism destination.</p> <p>The proposed development seeks to ensure the subject site responds to the risks identified in the previous 2019 CHRMAP and the draft 2023 CHRMAP. The additional fill and landscaping protect the existing use rights afforded by the applicable zoning and ensures the subject site remains viable for future development.</p> <p>The draft CHRMAP highlights to existing and prospective landowners that there are coastal risks that may impact their properties over the next 100 years. Unlike other examples across Australia where landowners have purchased land along the coast which has been rendered unusable or unsafe due to coastal erosion, landowners in Lancelin are now fully aware of the risk. As the Guidelines note, private parties are responsible for managing risks to their private assets and incomes. To manage these risks, private parties need to:</p> <ul style="list-style-type: none"> • Be aware of the risks and their responsibility for managing them; • Take steps to understand the magnitude and nature of the specific risks to their assets and activities; • Take steps to ensure that the State Government does not exacerbate the coastal erosion risk by its recent and planned future dredging activities at Lancelin Jetty; and • Development of implementation strategies and actions to manage risks in accordance with SPP 2.6.

			<p>With this in mind, landowners should have the option to proactively manage their own risks and make their own decisions when it comes to the development and protection of private assets.</p> <p>Over time, if coastal erosion starts to impact privately owned assets, landowners will need to consider whether the cost and insurance implications to manage the risk is justified or whether they would be better off vacating the property and relocating the assets. Given the acceptance of that risk, the time at which that position is reached should not be imposed arbitrarily through the CHRMAP, CMS or any other proposed planning controls.</p>
4.	DWER	<p>The submitter provides the following comment:</p> <p><i>DWER has assessed the proposal and has no objections, with the following comment to provide:</i></p> <p><i>Imported fill will need to meet the requirements for Clean Fill or Uncontaminated Fill, as listed in the Landfill Waste Classification and Waste Definitions 1996.</i></p>	Noted.
5.	DoH	<p>The submitter provides the following comment:</p> <p><i>It is noted that the water tanks to be installed will be primarily for irrigation water relating to future landscape plans. The lots are connected to mains water. It is essential to ensure that any non-drinking water is not confused with or does not contaminate the drinking water supply. This requires satisfactory labelling of non-drinking water taps and, depending on system configuration, suitable backflow prevention arrangement.</i></p> <p><i>The 'clean fill' to be used for the 'filling process' must not contain asbestos containing materials.</i></p> <p><i>Please ensure the local statutory services of the Shire of Gingin (including the local Environmental Health team) are involved in the assessment of this proposal.</i></p>	Noted.
6.	DPLH	<p>The submitter provides the following comment:</p>	In response to the DPLH letter that suggests the subject land is highly vulnerable to coastal hazards of both erosion and inundation

		<p><i>See attached PDF.</i></p>	<p>by 2070, M P Rogers & Associates – Coastal and Port Engineering have undertaken a review and responded as follows:</p> <p>The Cardno CHRMAP shows the 2070 coastal erosion hazard line in purple running along the seaward boundary of the subject land (see extract from Cardno CHRMAP below). On this basis, the subject land is not considered to be vulnerable to coastal erosion to 2070.</p>  <p>The landowner plans to focus development on the eastern portion of the property and to avoid all risk of coastal erosion to 2070, in accordance with the risk mitigation hierarchy prescribed in SPP2.6.</p> <p>With respect to the coastal inundation risk identified in the Baird study, the landowner plans to fill to +2.9 mAHD and avoid the inundation levels identified for the year 2120 during a 500 year ARI storm. This level includes the appropriate allowance for sea level rise due to climate change as recommended in SPP2.6. In this way, the development will completely avoid the future risk of inundation in line with the recommendations of SPP2.6.</p>
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			<p>The whole of government response to the vulnerabilities of coastal erosion and inundation at Lancelin needs careful consideration by many parties with input from the full range of stakeholders.</p> <p>The below extract from the Baird report below shows inundation of most of Lancelin in the design event at 2120.</p>  <p>One risk management approach would be to prohibit all development in the areas to avoid any inundation risk in the distant future. However, this approach would adversely affect most landowners in the area as it would be unacceptable to the local community and result in financial hardship as the value of these properties would be negatively affected.</p>
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			<p>In essence such a management approach would prohibit most if not all development and redevelopment in Lancelin. A more appropriate management approach is to proactively manage the risk of inundation progressively over time. As shown in the Baird work, the risk of inundation is negligible in the coming couple of decades but increases towards the end of the 21st Century. Such an approach is similar to managed retreat used to avoid erosion risks.</p> <p>As properties are developed and redeveloped over the coming decades the Shire could insist that the land levels in the new developments are all above the levels provided in the Baird report. This is 2.9 mAHD for the subject property.</p> <p>This would allow the opportunity for most properties to be raised over time to avoid future inundation risk. Any properties lower than the future inundation levels would still be subject to the inundation risk and may not be allowed to be developed unless raised appropriately. This would provide a sensible way forward to manage and avoid the risks of inundation as recommended in SPP2.6.</p> <p>In respect to the draft conditions, we do not agree with the approach to limit the approval period to not more than 47 years. The landowner will need to consider the risk of erosion and inundation over time. Given the acceptance of that risk, the time at which the use of the land should cease should not be imposed arbitrarily through a condition of the development approval. It is more appropriately determined by the landowner in due course.</p> <p>Furthermore, the condition requiring the development to be removed where the most landward part of the HSD is within 11m of the seaward part of the lot boundary should be amended. To provide incentive for future development to be located in areas that are at the least risk, the condition should enable the ongoing use of the relevant parts of the lot until the HSD is within 11m of the seaward part of the building, not the boundary. The Shire should support the ongoing use of assets that are still at an acceptable level of risk, even if the boundary is less than 11m from the HSD.</p>
2.	Ratepayer	<i>The submitter does not support the application and provides the following general comment:</i>	The proposed fill will be at a consistent height with surrounding properties. Notably, it will be the same height as the nearby hotel.

	<p><i>This letter is in regard to my objections for the above proposed development. I would like for Council to reconsider granting approval for proposed site levels and water tanks.</i></p> <p><i>Site levels</i> <i>I consider the site levels to be to be un-satisfactory due to the height. The height should be more consistent with existing natural ground levels on the western boundary of around 3.3 RL showing on site survey.</i></p> <p><i>The proposed mound of fill sand will be 2.6m higher than the NGL of the eastern boundary and majority of the combined lots. I believe the huge amount of fill will look out of place and inconsistent with surrounding properties.</i></p> <p><i>Another issue is the huge amount of sand shifting and erosion, at present there is already constant beach sand blowing down Miragliotta St in Easterly direction. The fill sand being much higher than NGL will blow into neighbouring properties and streets. Its all good and well the development states "ground cover" but this would need to be maintained and would this be maintained?</i></p> <p><i>Water Tanks</i> <i>The proposed water tanks are enormous and would be eyesore. Surely there would be alternative position or sinking into ground to make the properties look more residential.</i></p>	<p>The proponent intends to stabilise the fill with landscaping. The reticulation water that will be available due to the installation of the water tanks will reduce reliance on scheme water and is considered to be a more sustainable solution. The site will also be fenced and planted with screening Cottonwood trees on the inside of the property boundaries, as seen in the examples below.</p> <p>The proponent will fence the site to an appropriate residential standard in line with Shire requirements and install dense planting along the boundaries on the inside as indicated above so that the water tanks will be visually screened.</p> <p>Please refer to the below images which detail a similar project example, whereby the landscaping treatments results in a significant improvement to local visual amenity and screening of development within the site. Note, black mesh would not be installed along the fence at this site.</p> 
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3.	Ratepayer	<p>The submitter provides the following general comment:</p> <p><i>Conditional non-objection to the proposal subject to:</i></p> <p>1) <i>A site-specific coastal engineering assessment being undertaken confirming the proposed fill has no off-site impacts to our property.</i></p>	<p>The Baird work assumes that about 0.5 km of dune would be breached by the ocean during the 500 year ARI event on top of the mean sea level that may occur by 2120. This breach is shown as hatched in light blue on the extract from the Baird work provided below. (Refer to Sections 7.5 Bathtub Mapping Approach and 7.6 Hydro-connectivity of the Baird report.)</p>

			<p>Such a breach would provide a massive hydraulic connection between the ocean and the coastal development at Lancelin. On that basis, Baird assumed no attenuation and just used the peak ocean water level and the present-day land surface levels to produce the maps showing inundation depths. Filling of the subject site as per the proposed plans would not change the Baird map except the subject land would not be shown as inundated.</p>  <p>Baird has already taken the worst case possible for the flood maps provided. Filling the subject land would not affect the flooding shown by Baird on other properties. The flooding shown on the other properties in Lancelin is already on the basis that the local flood level is the same as the ocean level without any attenuation.</p> <p>The proponent has advised that all stormwater will be retained on site which can be enforced through a standard condition of planning approval.</p>
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**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.2.7

		2) <i>A site-specific stormwater drainage management plan demonstrating the proposal has no off-site impacts to our property.</i>	
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**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.2.7

ATTACHMENT ONE – GOODOIL INVESTMENTS PTY LTD SUBMISSION RESPONSE

Goodoil Investments Pty Ltd

ACN 105 981 860
as trustee for
Timothy Roberts Investment Trust

C/- Warburton Group
Level 2, 1 Station Street
Cottesloe WA 6011
PO Box 466
Cottesloe WA 6911
Telephone: +61 (0)8 9286 0800
Facsimile: +61 (08) 9200 5605

28 August 2023

Chief Executive Officer
Shire of Gingin
7 Brockman Street
GINGIN WA 6503

Attention: Kylie Bacon - Coordinator Strategic Planning & Projects

Dear Kylie,

SHIRE OF GINGIN COASTAL MANAGEMENT STRATEGY AND COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLAN

Warburton Group act on behalf of Goodoil Investments Pty Ltd, the landowner of Lot 4 (No. 60), Lot 900 (No. 62a), Lot 901 (No. 62b), and Lot 902 (No. 62c) Gingin Road, Lancelin (the subject sites). We understand the Shire of Gingin (the Shire) is seeking comment from the community on the draft Coastal Management Strategy (CMS) and draft Coastal Hazard Risk Management Adaptation Plan (CHRMAP).

We appreciate that climate change is contributing to the impacts of coastal erosion and inundation and that the Shire must be proactive given the vulnerable nature of the coastal towns of Lancelin, Ledge Point, Seabird and Guilderton. However, respectfully, the response proposed for Lancelin as outlined in the CMS and CHRMAP is inconsistent with community values and expectations about the future of the townsite. As such, we consider the management strategies in their present form to be unacceptable and requiring further thought and consideration, taking account of the concerns outlined in this submission.

In summary, the landowner of the subject sites strongly opposes the draft CMS and CHRMAP based on the following concerns:

- The technical studies informing the CHRMAP and CMS do not address the impacts of recent and planned future dredging at Lancelin jetty or canvas appropriate management of these impacts on the risk of coastal erosion affecting adjacent properties.
- Relocation of the entire Lancelin Townsite is an unrealistic management strategy and will be detrimental to the iconic coastal town which is highly valued by residents and visitors alike. Prioritising a retreat strategy implies that the Shire does not value Lancelin as a long-term residential community, tourism attraction and economic activator.
- The recommended planning controls will result in the subject sites and surrounding properties being no longer viable for future development which directly conflicts with the current zoning under the Shire's Local Planning Scheme No. 9 (LPS 9). If the Shire implements these planning controls, there will be little impetus for further private investment in the Town and the

Shire given the uncertainty around the long-term potential of land that is zoned for development under LPS 9.

- The management actions proposed undermine and are inconsistent with the existing zoning and land use permissibility under the Shire's LPS 9. The Shire must acknowledge that existing properties appropriately zoned under LPS 9 can continue to be used and/or developed for their intended purpose.
- The recommendations will have a significant impact on the tourism industry which is essential for the local economy and the ongoing viability of the Town. Prohibiting and limiting certain beach activities will have an adverse impact on the number of residents who reside in Lancelin and the number of tourists who frequent the area specifically for coastal and near coastal recreational activities.

In light of the above concerns, the Shire should delay adoption of the CHRMAP and CMS until the matters raised have been adequately addressed. In this respect, we would welcome the opportunity to review and provide comment on any revised CHRMAP and CMS once available.

Managed Retreat Strategy

The strategy of managed retreat for the entire Lancelin Townsite is unrealistic and will be to the detriment of the iconic coastal town. Lancelin is highly valued by residents and visitors as a coastal hot spot for recreational activities, including surfing, fishing and four-wheel driving. If the Town is relocated away from the coastline, it will completely undermine the primary drawcards that attract people to reside, visit and invest in the Town. If the Shire proceed with the managed retreat strategy, it will likely result in the end for Lancelin as a viable place, with an exodus of both residents and tourists.

Furthermore, the resources required to facilitate the relocation of an entire townsite will be significant. As it currently stands there is no feasible funding pathway identified as part of the CHRMAP and CMS. This in of itself rules this out as a viable option. Even if alternative parcels of land are provided to residents to assist in the relocation process, there is no guarantee that residents will want to continue to reside in the relocated township given it would no longer offer the seaside lifestyle or coastal recreational opportunities that are presently much valued.

The CHRMAP preparation process should be placed on hold until further investigations have been completed to determine whether a town scale retreat is plausible and viable based on potential funding pathways, availability of land and unequivocal support from the affected community. If these investigations are not possible, the recommendation of a town scale retreat should be removed from the CHRMAP and CMS entirely and deferred to future iterations of the CHRMAP and CMS once the required investigations have been completed.

The CHRMAP states that the Shire will be prepared with appropriately zoned land available for relocation of properties and assets by 2050. This timeframe significantly underestimates the time required to essentially plan and deliver a new town to the east of the existing townsite. The strategic and statutory planning processes will need to be informed by detailed investigations, including environmental, economic, infrastructure and servicing considerations, all of which take considerable time. In addition, it is assumed that rezoning will need to be referred to the Environmental Protection Authority (EPA) for assessment given the environmental values associated with the area. The timeframes required to undertake the necessary investigations and planning processes do not align with the anticipated retreat timeframes identified under the CHRMAP and CMS.

While we acknowledge that the Shire intends to accommodate the risk in the short term, the medium to long-term adaptation approach renders the subject sites undevelopable and worthless as a long-term investment. For example, it would be a poor financial decision for the landowner to invest up to and potentially in excess of \$1.5 million to construct a new dwelling on each of the lots only for the assets to be removed in 2070, well short of their design life.

Given the above concerns, we would support the Shire working more closely with affected landowners to update the CHRMAP and CMS to prioritise a preferable strategy of accommodating the risk through all means possible in a partnership arrangement, as opposed to the implausible option of retreating

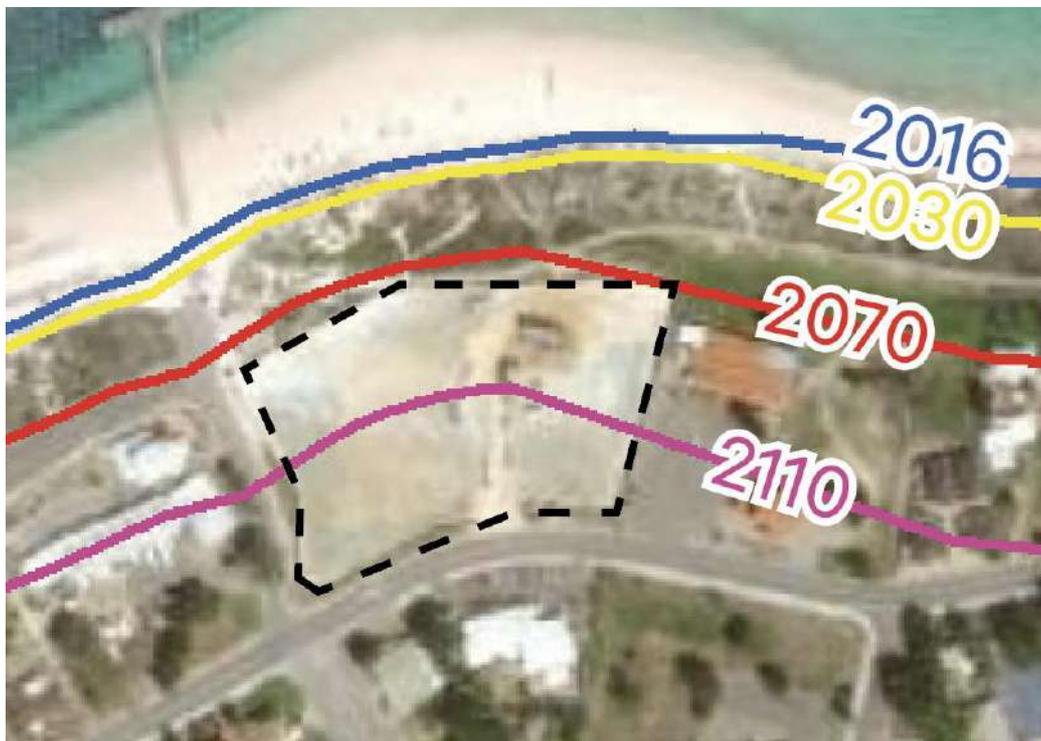
the townsite in a manner which does not align with community expectations.

Coastal Hazards

Residential properties within Lancelin North (LA3 and LA4) have been identified as having a very high chance of erosion by 2070 and beyond. Our coastal engineering consultant, M P Rogers & Associates, has advised that it appears that the studies informing the CHRMAP and the CMS do not appear to account for the impacts of the recent and planned future dredging at the Lancelin jetty. The State Government has removed sand from the active littoral zone to provide safe navigation to the jetty. This activity is planned to continue. This dredging reduces the natural accretion trend of the beach in front of our property. How the State Government manages the impacts of its works has the potential to influence the erosion risk of some areas of the Lancelin townsite.

Residential properties within Lancelin North (LA3 and LA4) have been identified as having a very high chance of erosion by 2070 and beyond due to the assumption that they have low to moderate adaptive capacity. However, this is an incorrect assumption that private landowners are unaware of their risks and that future development is unable to respond to the identified risk through the appropriate development and placement of assets. As an example, the CHRMAP and CMS predicts that the subject sites will be impacted by erosion between 2070 and 2110, as shown on the map below. Future dwellings can therefore be appropriately located towards the front of the subject sites as an adaptation response to the erosion impacts. Furthermore, the impacts of inundation can be readily accommodated through design solutions such as minimum finished floor levels and ensuring essential services are located above inundation levels.

However, these solutions and the appropriate management of the impacts of the State Government dredging are not reflected in the draft documentation with properties in Lancelin North recommended for managed retreat, with planning controls to be introduced to prevent further development within the coastal zone. This represents a clear disconnect between potential management strategies that may be deployed by the State Government, the landowners and/or the Shire (preferably in partnership) and the actual risk identified on the hazard maps. The blanket response to prevent further development within the coastal zone is inappropriate and unacceptable given there are vacant properties that are appropriately zoned under LPS 9 that can accommodate future development. On this basis, there needs to be a more nuanced approach to reflect this specific scenario to ensure privately owned land which can accommodate future development is not unnecessarily constrained by the recommendations of the CHRMAP and CMS.



Recommended Planning Controls

State Planning Policy 2.6: State Coastal Planning Policy (SPP2.6) and the State Coastal Planning Policy Guidelines (the Guidelines) are predominantly focussed on ensuring that land identified as being vulnerable to coastal processes is not used for the intensification of development through rezoning or subdivision. However, many of the properties that fall within the erosion hazard lines are already zoned under the Shire's LPS 9 and therefore will not be subject to rezoning or necessarily further subdivision. Considering the subject sites are existing and are appropriately zoned for residential use under LPS 9, the Shire must ensure that the local planning framework does not prohibit the right to develop and use this private property for its intended purpose. The CHRMAP and CMS should therefore prioritise a strategy of accommodating the risk for Lancelin until 2070 which is consistent with other coastal towns within the Shire.

The introduction of appropriate planning controls to support the ongoing use of the subject sites is supported in principle, except for the use of time limited approvals. Given the erosion hazard lines are based on uncertain predictions which could be subject to change over the next 100 years, decisions should be based on trigger events, not time periods. This also allows landowners to consider a greater range of options in response to the risks identified, such as assisting in the delivery of private or public protective measures including engineered solutions, nature-based solutions, sand nourishment, dune repairs, etc. These types of interventions could ultimately delay the trigger event, allowing ongoing use of the subject sites into the foreseeable future.

Conversely, the introduction of planning controls which prevent further development on appropriately zoned land or force the managed retreat of at-risk properties by a specified date is strongly opposed. This approach must be avoided until it can be substantiated through further investigations on the feasibility, funding, compensation, land acquisition, availability of appropriately zoned land and appetite from the community to relocate the townsites. This decision should not be taken lightly and if the Shire decide to prepare planning controls to support a policy of managed retreat, strong opposition should be expected.

Landowners Rights

The CHRMAP and CMS have highlighted to existing and prospective landowners that there are coastal risks that may impact their properties over the next 100 years. Unlike other examples across Australia where landowners have purchased land along the coast which has been rendered unusable or unsafe due to coastal erosion, landowners in Lancelin are now fully aware of the risk. As the Guidelines note, private parties are responsible for managing risks to their private assets and incomes. To manage these risks, private parties need to:

- Be aware of the risks and their responsibility for managing them;
- Take steps to understand the magnitude and nature of the specific risks to their assets and activities;
- Take steps to ensure that the State Government does not exacerbate the coastal erosion risk by its recent and planned future dredging activities at Lancelin jetty; and
- Develop and implement strategies and actions to manage risks in accordance with SPP2.6.

With this in mind, landowners should have the option to manage their own risks and make their own decisions when it comes to private assets. Over time, if coastal erosion starts to impact private owned assets, landowners will need to consider whether the cost and insurance implications to manage the risk is justified or whether they would be better off vacating the property and relocating the assets. Given the acceptance of that risk, the time at which that position is reached should not be imposed arbitrarily through the CHRMAP, CMS or any other proposed planning controls.

Beach Access

The CHRMAP recommends a ban on beach access for vehicles which is a major tourism attraction for Lancelin and surrounding townships. The ability to drive on the beach is a major drawcard for residents and tourists alike and provides economic stimulus for local businesses. If the Shire ban vehicle beach access, Lancelin will lose a major tourism attraction which will be detrimental to the ongoing viability of the town. This issue required reconsideration and the development of a different management approach.

Summary

Considering the above, the Shire's proactive approach to the impacts of climate change is generally supported. However, it is noted that the studies informing the CHRMAP and CMS have not accounted for the recent dredging and planned future dredging by the State Government. Proper account of the impacts of this dredging is likely to influence the management response.

Furthermore, the Shire's present primary management response to relocate the entire Lancelin Townsite is not feasible or realistic and will be cost prohibitive. The Shire should further explore alternative means for accommodating existing properties and assets in partnership with the State Government and the landowners until there is definitive evidence that the managed retreat option can be fully implemented and is the last option available. This approach will enable the Shire to continue to support and promote Lancelin as a coastal community and significant tourism destination in Western Australia.

Should you have any queries or require clarification on the above matter, please do not hesitate to contact the undersigned on (08) 9286 0800.

Yours sincerely,

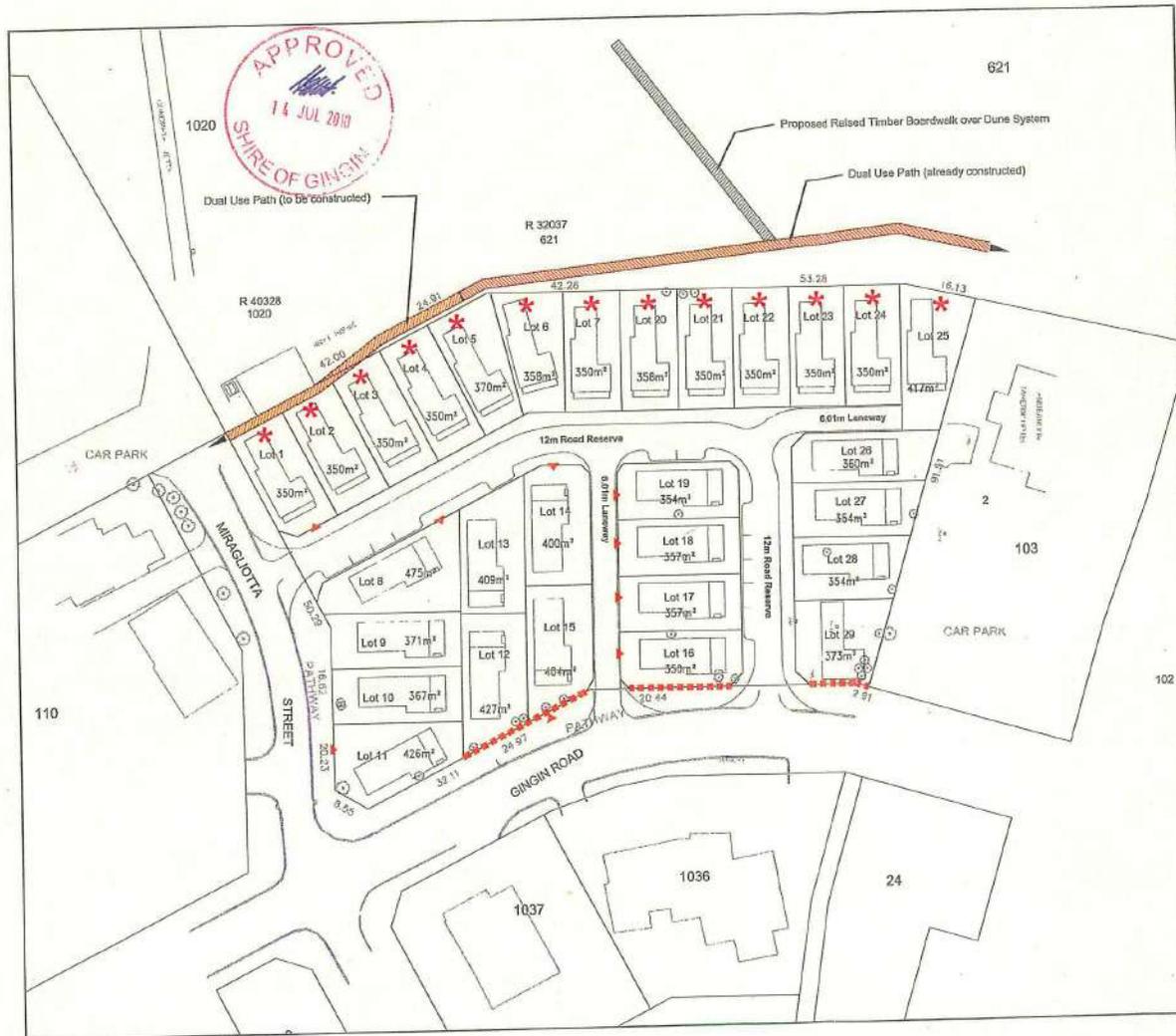


Marcus Le Messurier
Head of Property
Goodoil Investments Pty Ltd

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX 14.2.8
ATTACHMENT 2**

ENDORSED OUTLINE DEVELOPMENT PLAN
AND ENDORSED AMENDMENTS



Notes:

1. The public road shall accommodate a footpath throughout, extending to Miragliotta Street to facilitate access to the Dual Use Path
2. A solid wall having a height no greater than 3.0 metres shall be constructed at the northern boundary to assist with noise amelioration to lots 25-29 and provide sufficient privacy to dwellings.
3. Development applications for proposals in respect of lots 1-7 and 25-29 shall be accompanied by a report prepared by a suitably qualified acoustic engineer demonstrating that the dwelling materials, design and separating boundary wall (where applicable) are sufficient to ameliorate noise impacts from the tavern and jetty uses.
4. At the time of subdivision, the following, at a minimum, will be required:
 - 4.1. A memorial to be placed on the Title advising potential purchasers of possible noise impacts from the commercial use of the Lancelin Jetty and Lancelin Hotel
 - 4.2. 12 car parking bays are to be constructed and set aside for public use with signage stating 'No parking of trailers and caravans permitted'
 - 4.3. A raised boardwalk is to be funded and constructed by the developer.
 - 4.4. Prior to the commencement of site works, investigation for soil and groundwater contamination is to be carried out to the specification of the Department of Environment and Conservation. All remediation works including validation of remediation are to be completed to the specifications of the Department of Environment and Conservation prior to the commencement of any site works.
 - 4.5. Review the LWFMP to correct any errors and review the Task and Scheduling for weed control, so that the responsibility for dune restoration (time limited to 3 years) falls to the developer / friends groups and omit all references to dune restoration to the satisfaction of the Chief Executive Officer.
 - 4.6. The developer shall construct footpaths internal to the development to the satisfaction of the Chief Executive Officer.
 - 4.7. A landscaping plan shall be required with all landscaping works to be funded by the developer for the Miragliotta Street and Gingin Road frontage.

- Dual frontage dwelling design
- Dwellings designed to address the street at the boundaries indicated
- Dual use path: 2 - 2.25 metres wide to accommodate cycle / pedestrian traffic
- Access Location

DEPARTMENT OF PLANNING
20 JUL 2010
SP/1076



Outline Development Plan
Lot 16 Gingin Road
Lancelin

Date: July 2010
Scale: 1:1500 @ A1
Drawing No: 705-051 ST1D 14_07_2010.dwg

Designed by: DM
Drawn by: MC
Checked by: DM

TOWN PLANNING
AND URBAN DESIGN



This concept has been prepared for the purpose of providing client specifications. The drawing does not constitute an offer or agreement or contract for any part thereof or any kind whatsoever. Although every care has been taken in the compilation of this drawing by the Planning Group Pty Ltd, all parties concerned with the proposed property development should take responsibility for any errors or omissions. The signatories are not responsible for any errors or omissions. Liability is expressly disclaimed by the Planning Group Pty Ltd for any loss or damage which may be sustained by any person relying on any such information gathered from this drawing.



Plot 1, Lot 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

From: Murray Casselton <murray.casselton@elementadvisory.com.au>
Sent: Tuesday, 21 January 2025 4:31 PM
To: James Bayliss; Jayden Pope | Altus Planning
Cc: [REDACTED]; Sam Smith; Joe Algeri | Altus Planning
Subject: Re: ICP255312 - Development Application - Lots 4 (No. 60) & 5 (No. 62) Gingin Road and Lots 6 (No. 3) & 191 (No. 1) Miragliotta Street, Lancelin (23-286)

Hi Jayden/James,

Happy new year! I trust all is going well. If you could confirm when the above application will be considered by Council that would be much appreciated. Given that the January 2025 meeting is today, I assume we are looking at the meeting on the 18 February 2025?

Having discussed further with my Client and the project team we think it would also be appropriate to come back to you on the proposition of using conditions in lieu of notifications on title or legal mechanisms to ensure the proposed landscaping is adequately maintained in perpetuity, given its importance to the stabilisation of the imported fill.

In this regard, we appreciate the Shire's openness to considering alternatives to a notification on title or other legal mechanisms to address the fill stabilisation matter. We maintain the view that a notification on title would be unduly onerous and unnecessary, particularly given the specific circumstances of this application. We think that the approach of using appropriately worded conditions and advice notes would serve to:

- Directly address the risk of fill stabilisation through clear landscaping and maintenance requirements.
- Establish an appropriate nexus between the development approval and the stabilisation measures.
- Avoid unnecessary encumbrances that could deter future transactions or development.

We retain the above view after further careful consideration of the relevant planning framework, including the WAPC's State Planning Policy No. 2.6 (SPP 2.6) and the Shire's Coastal Hazard Risk Management and Adaptation Plans (CHRMAs). We consider that these documents support the use of appropriately worded and enforceable conditions of planning approval to mitigate the risks without necessitating memorials or other notifications on title. Relevant considerations are set out below.

- Conditions of planning approval are legally binding under the *Planning and Development Act 2005* and remain enforceable as part of the development approval. Conditions can be drafted to include specific and measurable requirements, such as landscaping maintenance to mitigate inundation risks.
- SPP 2.6 emphasizes managing coastal hazards through planning controls but does not mandate the use of notifications on title as the sole method of addressing risks. Conditions can serve as a legitimate planning control to ensure adaptive responses, provided they are precise, enforceable, and directly linked to the identified hazard, as would be the case in this instance.
- Imposing conditions rather than a notification avoids potential administrative and financial burdens on the landowner or developer while achieving the same risk management outcome. Conditions are practical for circumstances where the risk can be effectively managed through initial development requirements, such as revegetation.
- The Shire is well-positioned to monitor compliance with conditions during development and on an ongoing basis. This can ensure that mitigation measures are implemented and maintained without necessitating a title-based notification.
- Notifications or memorials on title may be perceived as overly restrictive or unnecessarily deterring to potential buyers or financiers, particularly in areas where the level of risk can be actively managed. Conditions avoid this issue while still addressing the hazard in a robust manner.

We also accept that in rare cases where ongoing management and maintenance is required, that additional

mechanisms such as annual reporting or periodic inspections tied to planning compliance could be explored to ensure long-term adherence to risk management measures. As indicated previously, we would accept condition wording that requires some form of biannual audit (such as the provision of photographic confirmation) being provided to the Shire, demonstrating that the grass on the battered lawn areas remains in place.

Considering the above, we are confident that appropriately worded and enforceable conditions of planning approval will be sufficient to address the risks posed by coastal inundation in this case. We would be pleased to discuss specific condition and advice note wording if that would be of assistance.

Thank you for the opportunity to provide input on this matter. Please do not hesitate to reach out with any further questions or clarifications.

Regards

Murray Casselton

Principal (Senior) - Planning



d: 08 9289 8307

m: 0404074631

elementadvisory.com.au

Whadjuk Country

L18, 191 St Georges Terrace Perth WA 6000



We acknowledge the Whadjuk people of the Noongar nation as Traditional Owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.

14.3 APPLICATION FOR RETROSPECTIVE DEVELOPMENT APPROVAL - STAFF WORKERS ACCOMMODATION/ANCILLARY ACCOMMODATION ON LOT 300 (61) OCEAN FARM PLACE, NILGEN

File	BLD/7892
Applicant	Design 2 Solution
Location	Lot 300 (61) Ocean Place, Nilgen
Owner	Craig Thompson
Zoning	Rural Living
WAPC No	N/A
Author	Altus Planning (contracted planning consultant)
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	<ol style="list-style-type: none"> 1. Aerial Map [14.3.1 - 1 page] 2. Location Plan [14.3.2 - 1 page] 3. Applicant's Proposal [14.3.3 - 2 pages] 4. Schedule of Submissions and Recommended Responses [14.3.4 - 4 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an application for retrospective development approval for Ancillary Accommodation on Lot 300 (61) Ocean Place, Nilgen.

BACKGROUND

The site is ~2.68 hectares in area and contains a single house, associated outbuilding and unauthorised buildings that form part of this application. The subject land has frontage to Ocean Place, abuts a parks and recreation reserve to the south, with rural living zoned land located to the east.

The application comprises of two transportable buildings connected via a roof structure, with one structure providing four bedrooms each serviced with an ensuite, and the other structure containing a single common area serviced by a kitchen and laundry.

The applicant has not been clear as to the use of the development, with an ongoing compliance investigation indicating that the development is being used to provide accommodation for transient workers related to offsite activities.

The use of the structure is critical to establish the appropriate use class for the development, which consequently determines the permissibility of the development within the zone.

It should be noted that the Shire commenced legal action against the landowner for undertaking the development without having obtained the required approvals, which was viewed as a flagrant and deliberate offence. It is noteworthy that the Magistrate's Court agreed that the offending was commercial in nature as the unauthorised buildings were being used for the housing of farm workers that have no correlation to the subject land.

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

The applicant's proposal is provided (**see appendices**).

COMMENT

Stakeholder Consultation

The application was advertised to surrounding landowners for a period of 14 days in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. The Shire received 2 submissions opposing the development. The main concerns raised in the submissions relate to the following:

- Land use and permissibility;
- Adverse amenity impacts;
- Property/operational management of the use; and
- Insufficient plans.

The application was advertised to the Department of Fire and Emergency Services (DFES) for a period of 42 days in accordance with clause 66 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. DFES confirmed that the submitted Bushfire Attack Level (BAL) assessment is inadequate and that a Bushfire Management Plan (BMP) is required. The applicant subsequently provided a BMP, which is addressed further in the report below.

A copy of the Schedule of Submissions and the officer's response is provided (**see appendices**).

PLANNING FRAMEWORK

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

The subject land is zoned Rural Living under LPS, 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.*

Officer comment:

It is considered that the development does not satisfy the objectives of the Rural Living zone. The report below establishes that the development currently has and will continue to have an adverse impact on the amenity of neighbouring properties.

The buildings have been installed in a location which has returned a Flame Zone (FZ) Bushfire Attack Level (BAL) rating, which now requires removal of existing vegetation to reduce the BAL to an acceptable level. The development is therefore inappropriately located with respect to fire risk, and consequently removal of natural vegetation is required notwithstanding more appropriate locations on the property exist.

In view of the above, the development does not satisfy 5 of the 6 abovementioned objectives.

The applicant asserts that the development is for 'Ancillary Accommodation'. LPS 9 does not define the term, however 'Local Planning Policy 1.7 – Ancillary Accommodation' does and refers to the definition provided under State Planning Policy 7.3 - Residential Design Codes ('R-Codes') which reads:

*A self-contained **dwelling** on the same site as a dwelling which may be attached to, integrated with or detached from the dwelling.*

The R-Codes defines a dwelling as:

*A building or portion of a building being used, adapted, or designed or intended to be used for the purpose of **human habitation on a permanent basis** by a single person, a single family, or no more than six persons who do not comprise a single family.*

The floor plans do not align with the typical layout of a dwelling and reflect the typical layout of staff workers' accommodation by catering for transient workers each with their own ensuite, with sharing of a communal kitchen and laundry. This does not reflect usage for habitation on a permanent basis. The layout does not represent a distinction between the ancillary dwelling and the single house onsite, noting that it must remain subordinate.

Definitions must be interpreted in accordance with their terms, which requires each element to be satisfied. In view of the above, the development does not comfortably fall within the use class 'Ancillary Accommodation'.

'Staff/Workers Accommodation' is defined under LPS 9 as:

means shared self-contained living accommodation (separate to a single dwelling) used for the accommodation of persons directly employed in an approved activity carried out on the Lot and does not include a Caretakers Dwelling.

The development does align with attributes of the definitional criteria above, in that the layout reflects shared self-contained accommodation and information suggests that transient workers occupy the site. However given the lot does not have any activity that would warrant the housing of workers, other definitional criteria are not satisfied which would therefore preclude this use from being applied. Staff/workers' accommodation is an 'X' use in the Rural Living zone, meaning that the use is prohibited.

Clause 3.4.2 of LPS 9 states:

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

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

The *Planning and Development (Local Planning Schemes) Regulations 2015* contain model provisions that define 'Workforce Accommodation' as follows:

means premises, which may include modular or relocatable buildings, used –

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and*
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.*

The development does tend to fall within the above parameters and could be considered as a use not listed. However, the officer has formed the view that this use conflicts with the objectives of the zone and is therefore not permitted.

Setbacks

Table 2 – Site Requirements of LPS 9 requires that all development is to be set back a minimum of 20 metres from all boundaries. The development is set back ~40 metres and is therefore compliant in this regard.

Part 4 – General Development Requirements of LPS 9.

The following table provides commentary in relation to the general development standards.

LPS No. 9 Part 4 - General Development Requirements	Officer comments
4.8.5.2 No more than one dwelling will be permitted on a lot zoned Rural Living.	An ancillary dwelling is capable of approval under the zoning table, however this report concludes the proposal does not align with ancillary accommodation.
4.8.5.4 No dwelling shall be erected unless the lot is connected to a reticulated water supply or the local government is satisfied that there is an adequate potable water supply consisting of a roof water tank of not less than 90,000 litres, a bore, well, spring, soak or dam.	The subject land has a connection to scheme water at the northernmost section of the site. It is assumed that the development is connected to this supply.
4.8.5.6 No natural vegetation shall be removed without prior written approval of local government, unless its removal is necessary for construction of a building, firebreak or boundary fence.	It appears that no vegetation was removed for construction, however vegetation will be removed and/or pruned to provide an adequate asset protection zone ('APZ') in accordance with the Bushfire Management Plan (BMP).

4.8.5.7 The siting and design of any buildings on any lot should not significantly impact on the natural vegetation or visual landscape amenity of the site.	Whilst the development buildings themselves will be well screened via vegetation, the extent of the APZ required (up to 31m in diameter) will create an adverse impact on the natural vegetation onsite. It is considered that there are more appropriate areas on site.
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Amenity Impacts

Amenity is defined under the Deemed Provisions as:

All those factors which combine to form the character of an area and include the present and likely future amenity.

Stakeholder submissions raise concerns with respect to their amenity being adversely impacted. Rural Living estates offer a rural lifestyle for residents, in a low-density residential setting. The quiet, idyllic rural lifestyle may be compromised by development that seeks to introduce a commercial/transient residential element, particularly if this creates a precedent for likeminded proposals.

For a development of this nature, it is often a planning requirement for a management plan to be prepared that details how potential issues such as waste, the number of visitors, noise, complaints and other measures will be addressed to ensure no adverse amenity impacts arise.

As raised in the objections, the management of the property in its current form is inadequate and disturbs the rural lifestyle. Without any updated information on how the landowner intends to manage such issues, and having proper regard for the true purpose of the development, it is considered that the management measures in place are not acceptable and will continue to have an adverse impact on the amenity of surrounding properties.

Local Planning Policy 1.7 - Transportable Dwellings (LPP 1.5)

Given the proposed structures are transportable, LPP 1.5 applies.

LPP 1.5 requires the Shire to have regard to the design, scale and bulk of the transportable buildings. While the bulk and scale of the development is considered to be reasonable, the design presents a commercial/industrial appearance that may not ordinarily be contemplated within a rural living area.

State Planning Policy 3.7 - Bushfire (SPP 3.7)

The subject site has portions of the property designated as being bushfire prone and therefore the requirements of SPP 3.7 apply. In response to DFES comments, the applicant submitted a BMP prepared by Bushfire Protection Australia.

The submitted BMP has identified that the initial BAL rating for the development is BAL-FZ, with BAL-19 achievable subject to a 31m APZ being implemented and maintained for the life of the development. This requires removal of existing vegetation, notwithstanding other areas of the property may not have required vegetation to be removed. This again highlights the inconvenience of retrospective proposals that could have easily been designed to avoid such a scenario.

The BMP is deficient in the following areas:

- There is no photographic evidence as to how the assessor has determined the vegetation classifications for each plot and therefore the assessment and requirements may not be sufficient or compliant.
- The BMP has incorrectly identified the BAL rating post the implementation of the APZ. Both Plot 2 and Plot 6 will have a BAL rating of BAL-29, not BAL-19. This has implications for the building standards the structures must satisfy.

Without sufficient evidence as to how the vegetation classification has been determined, particularly for the plots that have scrub, the BMP cannot be fully supported. Additionally, it is considered that the development is not situated within the best location on the site as there is a large cleared area to the east that can be utilised and that would allow for less removal of vegetation.

Deemed Provisions

In accordance with the Deemed Provisions, the local government is to have due regard to the relevant matters for consideration outlined under Clause 67(2). The following matters are considered relevant to the proposed development:

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Officer Comment
(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area; (b)	The relevant provisions under the Shire's LPS 9 have been addressed within this report.
(c) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	This report has assessed the proposal under the relevant provisions of LPS 9 and the broader planning framework. Given the doubt regarding its stated use as an 'ancillary dwelling', the proposal is considered to be inconsistent with orderly and proper planning principles.

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Officer Comment
(d) any approved State planning policy;	Refer to the relevant assessment of bushfire within this report.
(fa) any policy of the State;	<p>The development is required to provide an adequate system for effluent disposal in accordance with the Government Sewerage Policy.</p> <p>Noting the applicant's supporting letter, it appears reasonable that, should the application be supported by Council, a condition of approval should be made for the installation of an approved effluent disposal system.</p>
(fa) any local planning strategy for this Scheme endorsed by the Commission;	The proposed development as a 'Residential Building' could be considered to be generally consistent with the Shire's Local Planning Strategy.
(g) any local planning policy for the Scheme area;	Refer to the relevant assessment of LPP 1.5 within this report.
<p>(m) the compatibility of the development with its setting, including –</p> <p>(i) the compatibility of the development with the desired future character of its setting; and</p> <p>(ii) 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;</p>	<p>The development is considered to be incompatible with its setting. The development is seen as 2 separate dwellings which is inconsistent with the planning framework and the intent of the rural living zone.</p> <p>The development is broadly of an acceptable height, bulk and scale, but has the appearance of an industrial-like development with its boxy nature, limited articulation and limited visual design features that would reflect a rural dwelling or residential-type building.</p>
<p>(n) the amenity of the locality including the following –</p> <p>(i) environmental impacts of the development;</p> <p>(ii) the character of the locality;</p> <p>(iii) social impacts of the development;</p>	Reference should be made to the amenity impacts section of this report which concludes the proposal will have an adverse amenity impact.

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Officer Comment
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;	No adverse impacts on the natural environment or water resources have been identified.
(p) adequate provision been made for the landscaping of the land to which the application relates and whether any trees or other vegetation should be preserved;	The proposed APZ is considered to be excessive and may only increase should the BMP be amended. The development is not situated in the most cleared location on the site and will adversely impact on the natural environment through unnecessary clearing for the APZ.
(s) the adequacy of – (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, maneuvering and parking of vehicles;	There does not appear to be any change to the existing access or maneuverability on site.
(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;	Any increase in traffic volumes is considered to be minimal, although this may ultimately depend on the true nature of the development's occupancy.
(w) the history of the site where the development is to be located;	The application has already been operating without any approval. During this time, complaints have been made demonstrating that the proposal has created adverse amenity impacts on the area. These concerns have not been adequately addressed as part of this application.
(y) any submissions received on the application;	<p>The community submissions received during the advertising process outline concerns which generally have planning merit and have been afforded a degree of weight.</p> <p>The officer is mindful that the amenity of the submitters, and their reasons for residing in the locality, are an important consideration and inform the officer's understanding of what the existing amenity and specific character of the locality entails.</p>

Summary

In view of the above, the officer is of the view that the proposed development is unacceptable and it is recommended that it be refused.

Amongst other reasons, the proper classification of the development remains the most troubling aspect of this application. Its form and layout are not typical of an 'Ancillary Dwelling'. There is a strong case to be made that the development is Workforce Accommodation which conflicts with the objectives of the zone, and as such is prohibited.

The additional information provided lacks rigour, as well as conflicting with comments received from the consultation process and evidence gathered by Shire staff via a compliance investigation.

The development has created and may continue to create adverse amenity impacts on the locality, is inconsistent with the objectives of the rural living zone, and the information provided has been insufficient to provide an accurate assessment of the proposal.

The officer notes that should refusal be forthcoming, the landowner will be directed to remove the unauthorised development.

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

POLICY IMPLICATIONS

State Planning Policy 7.3 - Residential Design Codes

State Planning Policy No. 3.7 - Planning in Bushfire Prone Areas

Local Planning Policy 1.7 - Ancillary Accommodation

Local Planning Policy 1.5 - Transportable Buildings

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

Councillor Johnson left the meeting at 4:15 pm

Montana Reynolds (Regulatory Services Support Officer) left the meeting at 4:15pm and did not return.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis **SECONDED:** Councillor Woods

That Council refuse Retrospective Development Approval for an Ancillary Accommodation on Lot 300 (61) Ocean Place, Nilgen for the following reasons:

1. Having regard to Clause 67(2) (b) of the Deemed Provisions, the proposal is inconsistent with the principles of orderly and proper planning as it is not considered an 'Ancillary Dwelling' or 'Staff/Workers' Accommodation'.
2. Having regard to Clause 67(2) (b) of the Deemed Provisions, 'Workforce Accommodation' is inconsistent with the objectives of the Rural Living zone.
3. Having regard to Clause 67(2)(a) of the Deemed Provisions, the proposal is inconsistent with the objectives of the Rural Living zone within Local Planning Scheme No 9.
4. Having regard to Clause 67(2)(c) of the Deemed Provisions, the development does not demonstrate compliance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas as the Bushfire Management Plan has insufficient information to determine an accurate bushfire risk.
5. Having regard to Clauses 67(2)(m) and (n) of the Deemed Provisions, the proposal is incompatible with its setting and will have an adverse amenity impact on the locality.

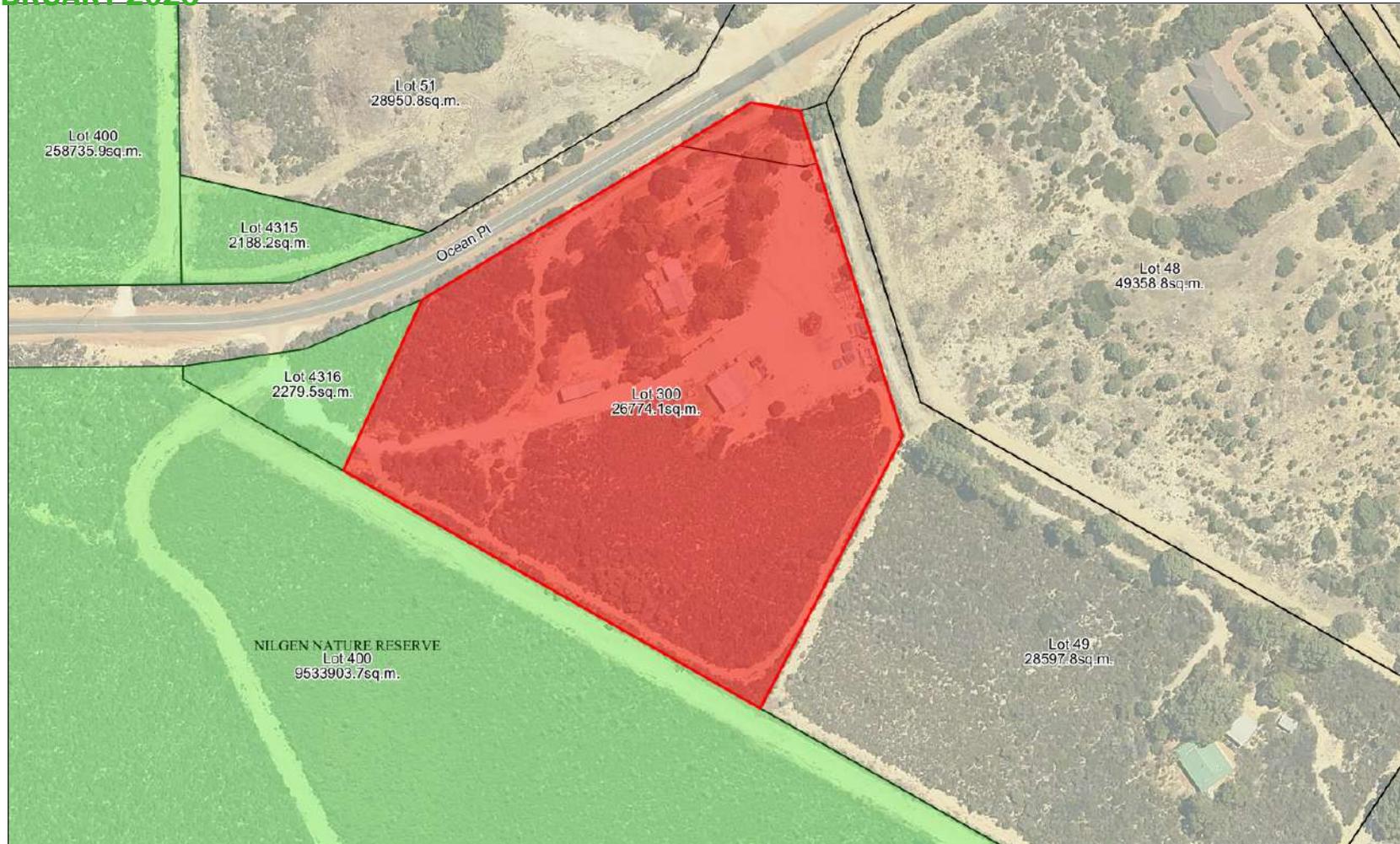
Advice Notes:

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

**CARRIED UNANIMOUSLY
7 / 0**

FOR: *Councillor Balcombe, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*



 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map - Lot 300 (61) Ocean Place, Nilgen</p>	<p>Scale: 1:2000</p>	<p>Date: 04/02/2025</p> 
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 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Location Plan - Lot 300 (61) Ocean Place, Nilgen</p>	<p>Scale: 1:5394</p>	<p>Date: 04/02/2025</p> 
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ABN84 259 001 262

Senior Planning Officer
Planning Dept
Shire of Gingin

29th Oct 2024

Dear Sir / Madam,

**RE: PROPOSED ANCILLARY ACCOMMODATION:
LOT 300 (#61) OCEAN PL., NILGEN.**

Enclosed / attached please find Plans, Application Form & relevant docs and noting:

(i) A Certified Building Permit for Class 1b Ancillary Accommodation currently being finalised to be lodged pending D.A. Approval and noting, the Works for the Ancillary Accommodation have in-part commenced due to the Owner moving to satisfy Council's raised issue of too many Dongers & Use on-site (see below);

(ii) The Proposed Ancillary Accommodation:

* Per R-codes definition & as outlined LPS9 Local Planning Policy 1.7 is a self-contained dwelling on same Lot as the Single House, but detached from same;

* Is associated with the Lot Single House of total Floor Area 180.58m² per LPP1.7 (2.1), to be completed as the only Ancill. Accom. on-site (2.2) and satisfies (2.4) with ensuite to each bedroom and l'dry / Kitchen facility;

* The Floor Area is 96.48m², (100m² max. for Lots >4000m²), excluding the Verandahs per LPP1.7 (2.3);

* Whilst the Transportable Buildings (Dongers) are being upgraded for an improved aesthetic, they will differ slightly to the existing Single House due to the age of the Single House and, the Owners intended future upgrades of the Single House;

* Stormwater: to be collected and stored in Rainwater Tanks, potentially for re-use in watering surrounding landscaping;

(iii) Town Planning Policy Statement No.1.5 - Transportable Dwellings:

With the purpose-built transportable buildings already located and in-use on site at the time of Council's initial correspondence, it's within this context of permitted use of same, we highlight the following:

* Per correspondence dated 17 Jul 2024 by the Owner to Sharon Smith Compliance Officer in response to Council's letter dated 10 Jul 2024, raising an issue with the no. off existing transportable dwellings (Dongers) on-site, as summation from that correspondence, the Owner was led to believe the Dongers were approved for Site and noting, the historic use of same by Main Roads Dept (MRD);

* The Owner also indicates MRD use of an existing 'wash-down' concrete pad connected to an existing Effluent Disposal System; this system having been tapped into for the in-use existing Donger and, as highlighted in the Owner correspondence to Council above, if Council would

like to inspect the Effluent System i.e.: as Sharon Smith indicated there appears to be no approved plans from the MRD installation, we'd be open to part excavation for Health Dept to view same and, provide us with a letter of inspection / approval accordingly to satisfy TPPS 1.5 part 3.2.3;

* With the transportable dwellings already on-site & being purpose built for transportation / re-erection and, with floor plans & elevations included in this application, perhaps this satisfies TPPS 1.5 parts 3.2.2 & 3.2.4. A certificate from a Pest Control company can be organised to satisfy 3.2.5, as can the Council Building Surveyor Inspection at 3.4 - please advise;

* Amenity 3.5: This application outlines the upgrade Works proposed to improve the aesthetic appearance of the Dongers, incl. verandah's, screening & landscaping to part 3.5.1 and, to part 3.5.2 the addition of a new Skillion Roof to one Donger that in conjunction with the other upgrade elements such as new external Lining to the older Donger, breaks up the '*transportable building*' visual for compatible bulk & scale of Class 1 buildings locally;

(iv) Bushfire Prone Area (BPA) per DFES website:

* The Lot as a whole is located in the BPA and the Owner to-date had no requirement to organise a Bushfire Attack Level (BAL) Report. However, the BAL Report is currently in process and will on-forward as soon as the Consultant returns and noting from there, the Owner proposes work with the BAL Assessor to ensure clearing around the Ancillary Accommodation to a suitable BAL Rating incl., (if necessary), an Asset Protection Zone (APZ);

(v) In Summary / part Works commenced:

* On becoming aware of Council raised issues referred to in (i) above, the Owner has moved directly to engage this office to facilitate the required Planning & Building applications to align with Council Policy. With the industry under severe load for the past 3.5yrs, (& no change in the foreseeable future), processing times through service consultants incl. this office are heavily protracted. This is out of the Owners control;

* So as to make in-roads to aligning with Council Policy on what was within the Owners control, the extra Donger on-site has been decommissioned for storage and, the 2nd Donger relocated elsewhere on-site to where it will be integrated for the Proposed Ancillary Accommodation - in particular as Owner income is being generated from tenancy of the existing ancillary accommodation use and, to cease that existing arrangement would cause the Owner financial loss; this in the context of the Owner under the impression that the Dongers were already an approved Use;

* Some additional Works have been commenced towards making access in / around the Dongers safe for the existing tenants such as the Verandah decking & Electrical, with the previous situation on-site in terms of the raised issues from Council Compliance being improved with the decommission & relocation. Accordingly, towards aligning with Council Policy through this D.A. and the subsequent Building Permit Application, the Owner is following through as outlined in their correspondence 17 Jul 2024 and;

* As such, we lodge this D.A. and the upcoming Building Permit Applications in the context of the Works *to be completed*.

Regards



ALL RIGHTS RESERVED

Richard Selman
AssocDip (Arch)

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RESIDENTIAL ■ COMMERCIAL ■ INDUSTRIAL
BUILDING DESIGN + DOCUMENTATION

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SCHEDULE OF SUBMISSIONS AND APPLICANT'S RESPONSES

DEVELOPMENT APPLICATION: RETROSPECTIVE ANCILLARY ACCOMMODATION ON LOT 300 (61) OCEAN PLACE, NILGEN

No.	Submitter	Submission details	Applicants' response
1.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>We refer to our previous correspondence in relation to the use of the above property for the provision of itinerant farmworker accommodation.</i></p> <p><i>At the risk of repetition, we quote from our previous letter to the Shire of Gingin dated 30 June 2024:</i></p> <p><i>"...The property has been subject to significant renovation. Regrettably, it would seem those works focused on enhancing the provision of accommodation services for itinerant farmworkers contrary to the owner's previous undertakings... the use is non-compliant with Shire of Gingin Local Planning Scheme No 9. It is illegal. It has become protracted. The owners of the property have chosen to ignore. They have, and are, demonstrating contempt for both the Shire of Gingin and the local property owners."</i></p> <p><i>The undertakings provided to the Shire of Gingin's compliance officer in or around May 2024 by the property owners that they will no longer be providing itinerant farmworkers accommodation can best be described; at their lowest - misconceived or highest - untruthful.</i></p> <p><i>Regrettably, our concerns have shown themselves to be correct. As at the date of this letter, development and accommodation services on the property have increased significantly. There is now additional building infrastructure and approximately 10 - 20 itinerant farmworkers permanently accommodated on the property.</i></p> <p><i>The plans submitted with the application affirm the extent of unauthorised development on the property.</i></p>	<p>Noted. The use classification has been problematic to assign given the information lodged lacks rigour.</p>

		<p><i>We have become aware the owners of the property are seeking Retrospective Planning Approval for development they have undertaken on the property.</i></p> <p><i>Therefore, having regard to the above, we respectfully request the Shire of Gingin decline to grant retrospective planning approval. The activity on the property is non-compliant with the Shire of Gingin Local Planning Scheme No 9 per se and contrary to the anticipated amenity of residences within the Nilgen estate.</i></p>	
2.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>As telephonically discussed, 9 December 2024, we strongly oppose the proposed accommodation development on the abovementioned property.</i></p> <p><i>1. For an extended period of time the property has been used to lodge many people, sometimes a mix of males and females. The people get transported with two maxi cabs. Sometimes, additional other vehicles are used. On one of the photos one maxi cab is visible. (This photo was taken yesterday) We also have proof of a Budget rented bus transporting people to the property.</i></p> <p><i>2. As a result, the large amount of people are housed on the property.</i></p> <p><i>3. Excessive rubbish and littering occur, as reflected on the photos below. The photos of the skip bins were taken yesterday. (Bear in mind rubbish bins were put out last Friday.) Bread plastic bags, bottles, potato crisp empty bags get blown onto the dividing fence and on our property.</i></p> <p><i>3. The rubbish, combined with the huge amount of washing on the washing lines, is an eyesore to us and visitors to our property. The washing lines was filled over 3 days just with bedlinen.</i></p> <p><i>4. The property has also been used, over and extended period as a demolishing yard, dump and construction site. A</i></p>	<p>Noted. The use classification has been problematic to assign given the information lodged lacks rigour.</p> <p>Noted. An approval would be subject to conditions requiring an Operating Strategy, however this infers a commercial aspect to the development which is of concern. Ultimately the recommendation is to refuse the development.</p>

		<p><i>lot of the construction happened outside normal daytime hours, without any notification to the neighbours. (We have attached some photos of what it looks like.) We see this as a health issue as rats snakes and other vermin could be nest in these piles of materials.</i></p> <p><i>5. Some the materials is unsecured and has blown onto our property, which is a safety issue for us as well as the many people housed on the property. (See the photo of the roof sheets) A significant amount of the materials is dumped/ stacked against our fence, and it is pushing the fence over.</i></p> <p><i>6. Not all the buildings/container are reflected on the plans/ diagrams.</i></p> <p><i>7. Our property has been trespassed, at least 3 times, that we know of. Alcohol and as showed on the one photo a light was left, next to our driveway for collection. This is a nuisance, not just to us, but also other properties that have experience the same issue. This was reported to the Police and a case number was opened.</i></p> <p><i>We bought our property 11 years ago, with the purpose to retire on it. We would like to enjoy the serenity, view, safe and quiet low populated area. We definitely did not expect a high-density populated development, housing seasonal contract workers.</i></p> <p><i>It is also unacceptable the unsightly construction and demolishing dumpsite.</i></p> <p><i>We request council to oppose this application, especially, in our view this operation has been ongoing for some time. It seems this is a mere push from the owners to "rectify and justify" the business that was happing over the time.</i></p> <p><i>Thank you for your effort and dedication in looking after the residents of Gingin that are doing the right thing.</i></p>	
3.	DFES	The submitter provides the following general comment:	Noted.

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.3.4

	<p><i>The referral does not include a Bushfire Management Plan (BMP).</i></p> <p><i>The submitted BAL Assessment does not address the bushfire protection criteria as per Planning for Bushfire Guidelines (Guidelines), section 6.4d.</i></p> <p><i>DFES requires a BMP, which should be prepared by an accredited bushfire practitioner, to be submitted in order to be able to undertake a full assessment.</i></p>	
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**14.4 APPLICATION FOR DEVELOPMENT APPROVAL AMENDMENT - USE NOT LISTED -
SHORT STAY (CAMPING FACILITY) - LOT 31 (100) DOOLING ROAD, NEERGABBY**

Item deferred by resolution of Council (see pg. 9)

14.5 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED USE NOT LISTED (TRADE SUPPLIES) ON LOT 611 (18) MANN WAY, LEDGE POINT

File	BLD/7654
Applicant	Anthony Lynch
Location	Lot 600 (18) Mann Way, Ledge Point
Owner	Lynch Holdings Pty Ltd
Zoning	Mixed Business
WAPC No	NA
Author	James Bayliss - Executive Manager Regulatory and Development Services
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil.
Appendices	<ol style="list-style-type: none"> 1. Location Plan [14.5.1 - 1 page] 2. Aerial Map [14.5.2 - 1 page] 3. Applicant's Proposal [14.5.3 - 1 page] 4. Applicant's Proposal Attachments [14.5.4 - 2 pages] 5. Schedule of Submissions and Officers Responses [14.5.5 - 1 page] 6. Schedule of Submissions and Applicants Responses [14.5.6 - 2 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a Use Not Listed (Landscaping Trade Supplies) on Lot 600 (18) Mann Way, Ledge Point.

BACKGROUND

The subject property is ~2000m² in area and located within the Ledge Point mixed business area. The land is currently vacant.

The proposed development is summarised as follows:

- Construction of 6 Soil Bays for landscaping materials;
- Construction of a 6m x 3m site office ; and
- Construction of a 2.4m x 2.4m ablution facility.

Council consideration is required as LPS 9 does not contain a use class for the development and objections were received during stakeholder consultation.

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

A copy of the Applicant's Proposal is provided (**see appendices**).

COMMENT

Stakeholder Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. This included advertising to surrounding landowners for a period of 14 days and placing a development sign on the verge of the property.

The Shire received 2 objections and 1 comment in support of the development.

The objections were based on a view that the development would compete with an existing development of the same nature operating nearby and would adversely affect the existing business by way of competition.

This notion is dismissed by the officer, as any organisation with a substantial degree of power in a market, in this instance the Shire by regulating development, is not allowed to engage in conduct that has the purpose, effect or likely effect of substantially lessening competition in a market. This behaviour is referred to as 'misuse of market power' and the local government cannot make a decision based on market competition. The recommended decision is based upon the applicable planning framework and the ability of the proposal to demonstrate compliance against that framework.

A copy of the Schedule of Submissions and Recommended Responses is provided (**see appendices**).

A copy of the Applicants response to the Schedule of Submissions is provided (**see appendices**).

PLANNING FRAMEWORK

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

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

- a) *Accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites;*

- b) *Provide for a wide range of light and service industries, wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones;*
- c) *Allow for commercial and light industrial uses that are compatible with nearby uses;*
- d) *Provide for the efficient and safe movement and parking of vehicles;*
- e) *Encourage new development that will enable future adaptation and re-use, and will enhance the visual amenity of the area; and*
- f) *Ensure that where any development adjoins zoned or developed residential properties, such development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.*

The development is viewed as being consistent with the various objectives outlined above.

LPS 9 does not contain a use class definition that suitably aligns with the proposal. Notwithstanding this, the *Planning and Development (Local Planning Schemes) Regulations 2015* contain model provisions that define 'trade supplies' as follows:

trade supplies means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises –

- (a) automotive repairs and servicing;*
- (b) building including repair and maintenance;*
- (c) industry;*
- (d) landscape gardening;*
- (e) provision of medical services;*
- (f) primary production;*
- (g) use by government departments or agencies, including local government;*

The development is viewed as falling within the above category.

Clause 3.4.2 of LPS 9 states:

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

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

Clause 3.4.2 therefore contemplates development 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 officer has designated the development as a ‘Use Not Listed (Landscaping Trade Supplies)’ that is consistent with the objectives of the zone, and as such the required advertising was undertaken.

Setbacks

An extract from the applicable development standards outlined in *Table 2 – Site Requirements* for Mixed Business zoned land is provided below:

Table 2 – Site Requirements						
Zone	Minimum Setback			Maximum Plot Ratio	Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear			
Mixed Business	Permitted: 7.5m	Permitted: Nil	Permitted: 6m	0.5	75%	5% of site area – Landscaping required along street frontage.
	Provided: Nil	Provided: >Nil	Provided: 6m (existing)	Provided: <0.5	Provided: <75%	
	Non-Compliant	Complies	Complies	Complies	Complies	Complies

The development plans are very basic and do not reflect the required standard for a development of this nature. Architectural plans drawn to scale by a drafts person are an expectation to enable a detailed assessment to be undertaken.

As it stands, the development plans do not delineate landscaping required along the street frontage, and it is noted that the proposed bunkers (1.8m in height) are proposed with a nil front setback in lieu of 7.5m. There is no site constraint that necessitates this departure, with no justification provided.

Neither of these issues are viewed as fundamental flaws, however conditions of approval are suggested to enable Administration to stamp a revised set of architectural plans that accurately depict the development.

The existing visual amenity and streetscape of the Mixed Business. area is generally poor, with various properties storing equipment in direct view of the street. On the adjoining property the positioning of a 12m sea container is of a particularly poor visual standard. The nil setback could therefore be viewed as not a significant issue in this context, however the intent of LPS 9 is not satisfied by this approach. To continue to allow development with poor street appeal will exacerbate the existing amenity issue and does not represent good planning practice.

The officer suggests that the bunkers be set back at least 2m from the front boundary, with landscaping provided between the structures and the street boundary to soften the visual appearance and bulk. In the absence of landscaping, it could be argued that the development in its current position is inappropriate.

The development standards that apply to the Mixed Business zone are outlined below:

4.8.4 Mixed Business Zone

Clause	Provision	Officer Comment
4.8.3.1	Lot sizes shall be a minimum of 1500 square metres	Not applicable
4.8.3.2	Refuse Storage Areas All developments shall provide at least one refuse storage area readily accessible to service vehicles and screened from view from a public street by a close fence, wall or screen landscaping no less than 1.8 metres in height.	The development plans to not delineate a refuse storage area, however the site does have ample room to provide this.
4.8.3.3	Storage Yards A person shall not use land for open storage purposes unless it is screened from public view by a fence or wall to the satisfaction of the local government.	The applicant proposes to store landscaping goods within proposed bunkers, which would screen the product from view.

4.8.3.4	<p>Factory Tenement Buildings</p> <p>Industrial buildings occupied or intended to be occupied by more than one separate business establishment, shall be constructed so that every occupancy:</p> <p>(i) has a floor area of at least 100 square metres and neither its width nor length is less than eight metres;</p> <p>(ii) has an adjacent open yard area no smaller than one-third of the floor area of the occupancy;</p> <p>(iii) has an open yard with direct access to a service access road not less than 6 metres in width; and</p> <p>(iv) is separated from every other occupancy by a suitable distance or an internal wall or walls constructed of brick, stone, concrete or other material of equal or greater fire rating approved by local government.</p>	Not applicable
4.8.3.5	<p>Fences</p> <p>The minimum standard fence shall be a 1.8 metre link mesh security fence unless otherwise approved by the local government.</p>	The site contains an existing 1.8m high chain mesh fence. This will require modification to cater for the access proposed, and preferably will be softened by suggested landscaping.

Parking

Clause 4.7.2.1 - Provisions for Parking, Access for Loading and Unloading Vehicles states:

*In the Town Centre, **Mixed Business**, General Industry, Rural Industry and Tourist zones:*

- (i) no land or buildings shall be developed unless provision is made for an area clear of the street for the purpose of loading or unloading goods or materials.*
- (ii) the local government will seek to ensure that the majority of servicing vehicles will be able to leave and enter the street in a forward direction.*

- (iii) *parking, loading and unloading and access, complete with necessary drainage, signs and marking as required by the local government, shall be provided prior to any occupation of the development or at such time as may be agreed in writing between the local government and the developer.*
- (iv) *external servicing areas shall be established and maintained to the satisfaction of the local government.*

The proposal does not address parking provisions, nor do the development plans indicate onsite parking. The officer accepts that the landscaping operation will generally include deliveries of the product to patrons, and therefore the need for onsite parking bays is reduced. Nevertheless, if there is no intent to accommodate patrons onsite, an operating strategy should reflect this to ensure the activity does not arise in the absence of sufficient parking being provided.

Clause 4.7.2.3 of LPS 9 states:

Except with the approval of local government, a person shall not use or develop land for a purpose specified in Column 1 of Table 3 unless provision is made on the site for a number of car parking spaces not less than the number calculated in accordance with Column 2 of that Table shown opposite that purpose.

Table 3 – Parking Requirements are outlined below:

Column 1 – Use / Development	Column 2 – Minimum number of carparking spaces required.	Required / Provided
Industry	1 per 100m ² gross leasable area or 2 per unit whichever is greatest.	<ul style="list-style-type: none"> • Trade supplies – area unknown <p>Required: unable to be calculated.</p>
Total		<p>Provided: unable to be calculated.</p> <p>Required: nil.</p>

It is open to Council to form the view that the development may not require formalised car parking bays given the hardstand area onsite can adequately accommodate ad hoc parking should the need arise.

The property has ample space to facilitate one-way vehicular movements, allowing vehicles to enter and exit the site without the need for reversing manoeuvres. Loading and unloading operations will take place in close proximity to the proposed bunkers with material deposited directly into the assigned location. The vehicle type will be as of right vehicles with minimal payload, generally in the order of ~ 4 tonnes.

The crossovers will require upgrading to a sealed standard.

Summary

Support for the proposal is recommended on the condition that revised architectural plans are to be lodged, which provides the applicant with security that the development is supported and thus making investing in professional plans more palatable. The officer has suggested conditions to ensure that the operation is regulated to protect the amenity of the locality.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development Act 2005

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No 9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

Councillor Johnson returned to the meeting at 4:17 pm.

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Vis **SECONDED:** Councillor Kestel

That Council grant Development Approval for a Use Not Listed (Landscaping Trade Supplies) on Lot 600 (18) Mann Way, Ledge Point subject to the following conditions:

1. Prior to issue of a Building Permit, architectural drawings of the proposed ablutions and site office and a detailed site plan are to be provided to the Shire of Gingin for approval. The approved architectural drawings shall form part of the approval issued.
2. In the event the ablutions and site office are second hand or transportable structures, the structures must be painted in a neutral colour and/or reclad to the satisfaction of the Shire.
3. This approval is for Landscaping Trade Supplies use only.
4. The approved site office and ablutions are not to be used for permanent human habitation.
5. Prior to the issue of a building permit, an Operating Strategy is to be provided to the Shire of Gingin for approval. At a minimum, the Operating Strategy is to address the following:
 - a. Operating hours;
 - b. Vehicle types;
 - c. Parking and access;
 - d. Loading/unloading of goods;
 - e. Dust/sand drift mitigation; and
 - f. Stable Fly mitigation.
6. The approved Operating Strategy is to be implemented and adhered to thereafter to the satisfaction of the Shire of Gingin for the life of the development.
7. Prior to the issue of a building permit, a Landscaping Plan is to be provided to the Shire of Gingin for approval. The approved Landscaping Plan is to be implemented and thereafter maintained to the satisfaction of the Shire of Gingin for the life of the development.
8. The development is not to store or stockpile raw poultry manure, or any other odours material that may cause a nuisance to the amenity of the locality.
9. Goods or materials must not be permanently stored within areas dedicated to parking, landscaping or vehicle maneuvering or within access driveways.
10. Stormwater from all roofed and hardstand areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin.
11. Prior to commencement of the development, the driveway shall be serviced by a new sealed crossover from Mann Way, which is to be designed and constructed to the satisfaction of the Shire of Gingin at the landowner's/operator's cost.
12. Prior to commencement of the development, the landowner/operator is to provide details of the material that the internal driveway and maneuvering areas are to be constructed from, to the satisfaction of the Shire of Gingin.

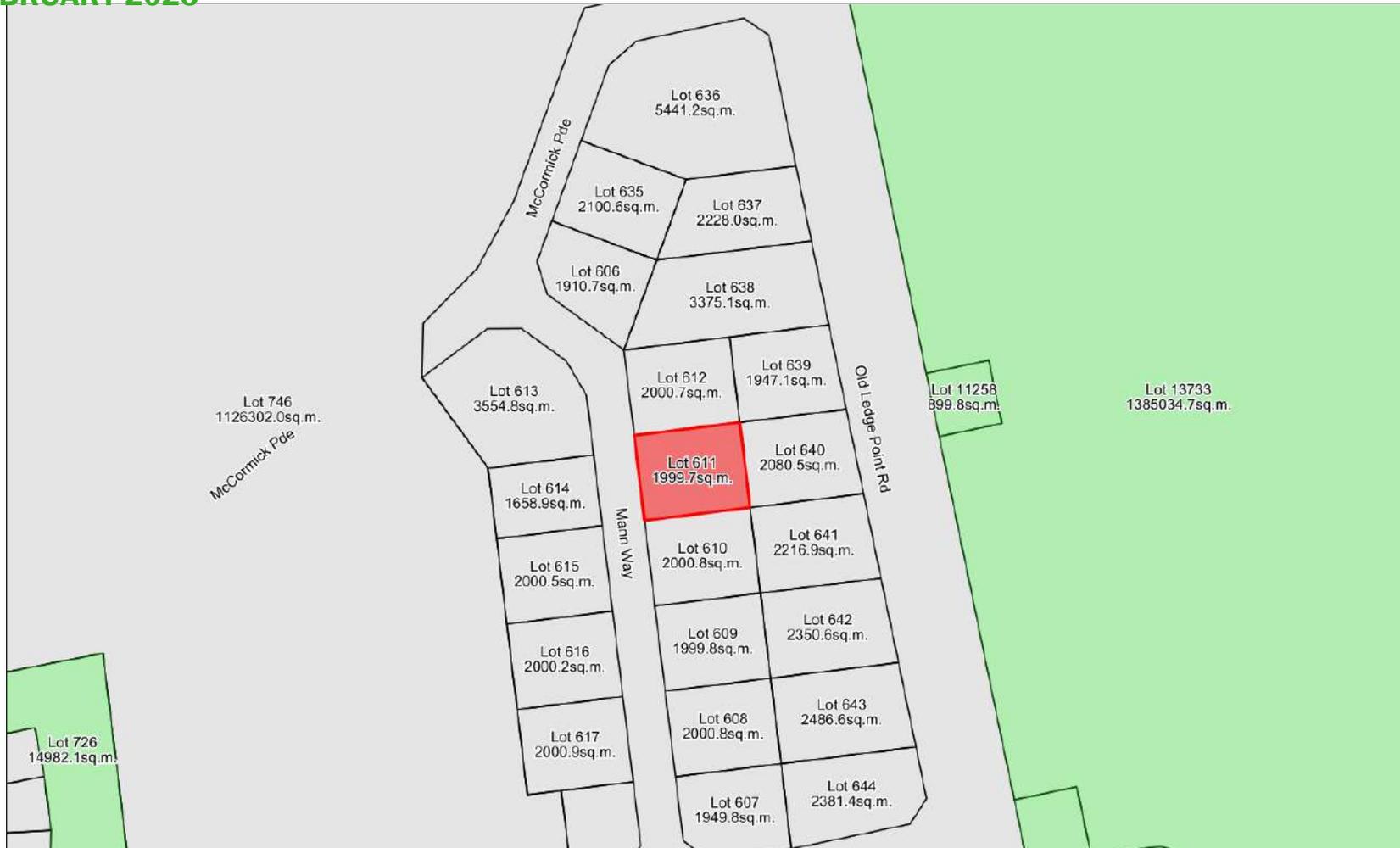
Advice Notes:

- 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 from the local government having first been sought and obtained.
- Note 4: Further to this approval, the landowner 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: In relation to the crossover installation, a crossover application form is to be submitted to the Shire's Operations and Assets Department. The form can be found on the Shire's website at the following link: <https://www.gingin.wa.gov.au/services/operations.aspx>
- Note 6: 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 7: This approval does not authorise the display of advertising signage. Advertising signage requires development approval and is to be consistent with Local Planning Policy 1.12 – Advertising Signs which can be found at the following link: [Local Planning Policies » Shire of Gingin](#)
- Note 8: Revised architectural plans are to be to scale, including a detailed site plan, floor plan and elevations of the various structures proposed. The location of the bunkers is required to be set back from the front lot boundary to enable landscaping to be installed, which is to be outlined in the required Landscaping Plan.

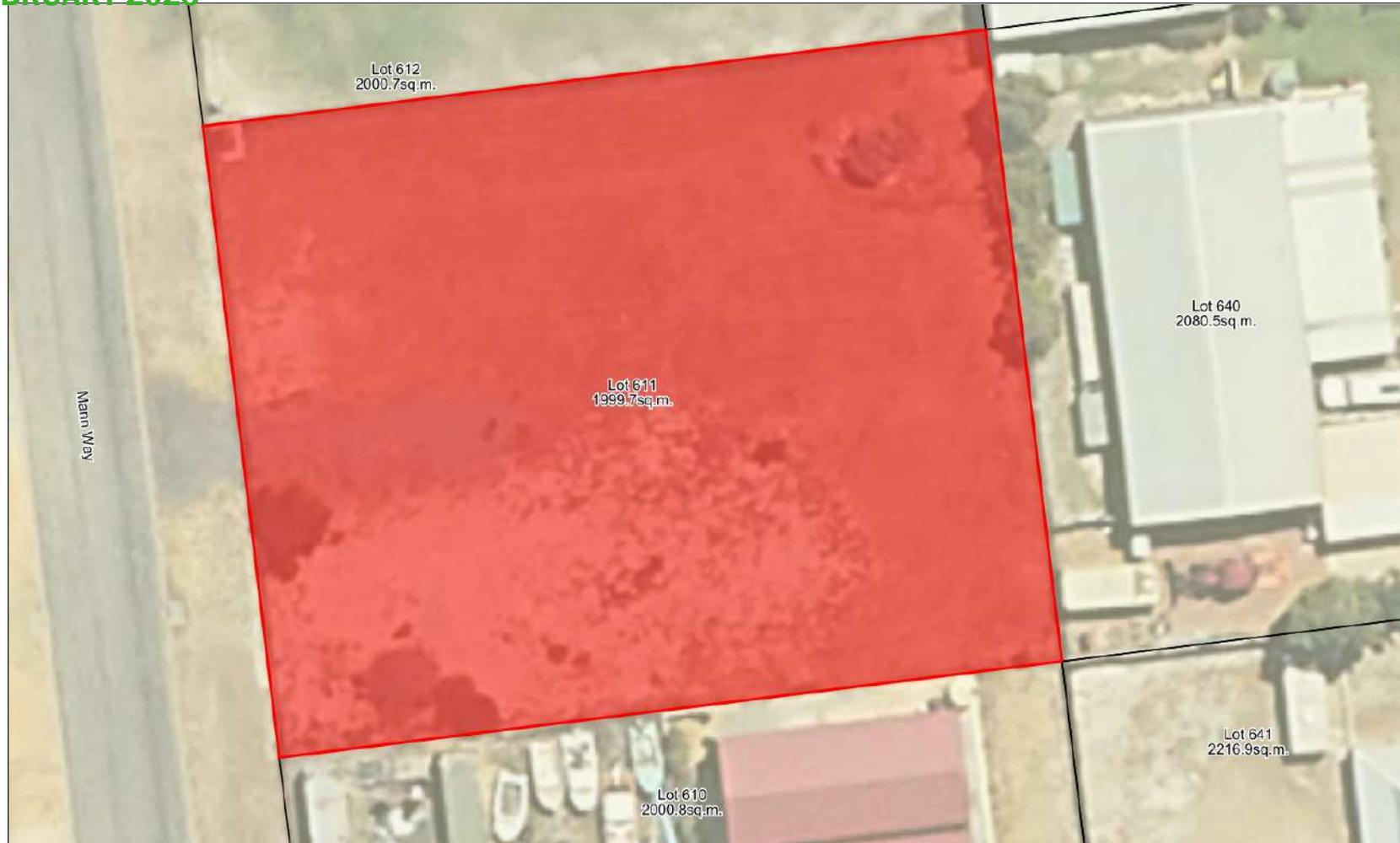
CARRIED UNANIMOUSLY
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FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*



 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Location Plan - Lot 611 (18) Mann Way, Ledge Point</p> <p>Scale: 1:2555</p>	<p>Date: 04/02/2025</p>	
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 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map - Lot 611 (18) Mann Way, Ledge Point</p>		
			<p>Scale: 1:343</p>	<p>Date: 04/02/2025</p>	

Cover Letter

Shire of Gingin Planning Department

Date 12.12.24

Ref: Application for Development Approval for Works and Use on Lot 611 (18) Mann Way Ledge Point

Dear Sir/Madam

I hereby apply for development approval to conduct a business at the above-mentioned premises for landscape supplies and mini excavator hire. To facilitate the operation of the business I will need to construct 6 x soil bays to store various landscaping materials such as lawn sand, brickies sand, plasterers' sand, limestone road base, mulch and blue metal. A transportable site office (6x3m) and small ablution facility (2.4m) and septic system will be required as well.

Please note the soil bays are set out in such a manner that they will be safely accessible for vehicles to access them and allow for protection against the prevailing wind conditions. The front 1.8-meter-high limestone block wall fronting Mann Way should add amenity to the street and hide the soil bays from view.

In addition to the supply of general landscape materials the business will also supply a few bagged products such as cement, fertilizers, ornamental rocks etc...,

The business will also provide delivery of mini loads and the hire of mini excavation machines.

Please note I own a residence in Lancelin therefore classify myself as a local.

Should you have any questions regarding any of the above please don't hesitate to contact me

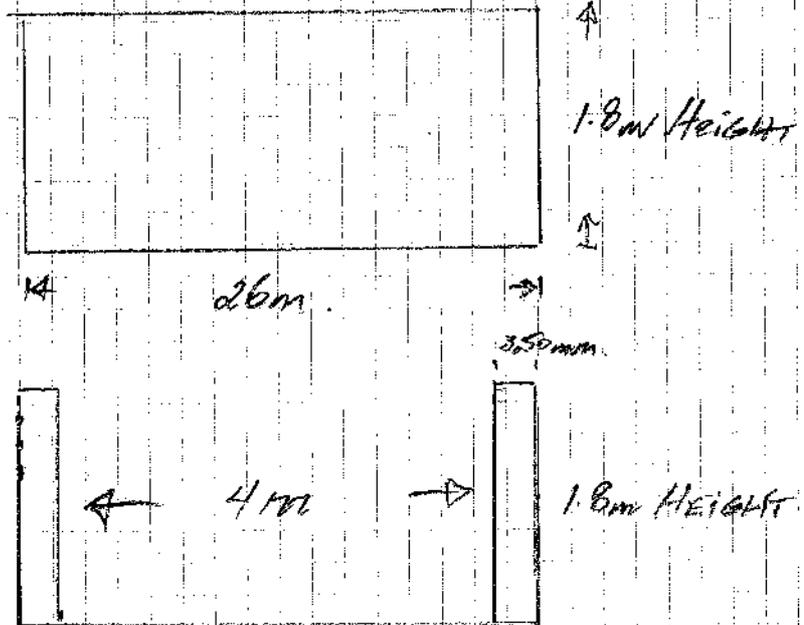
Your Sincerely

Tony Lynch

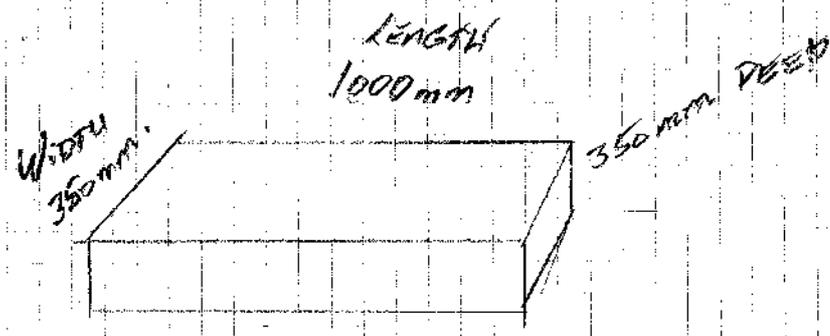
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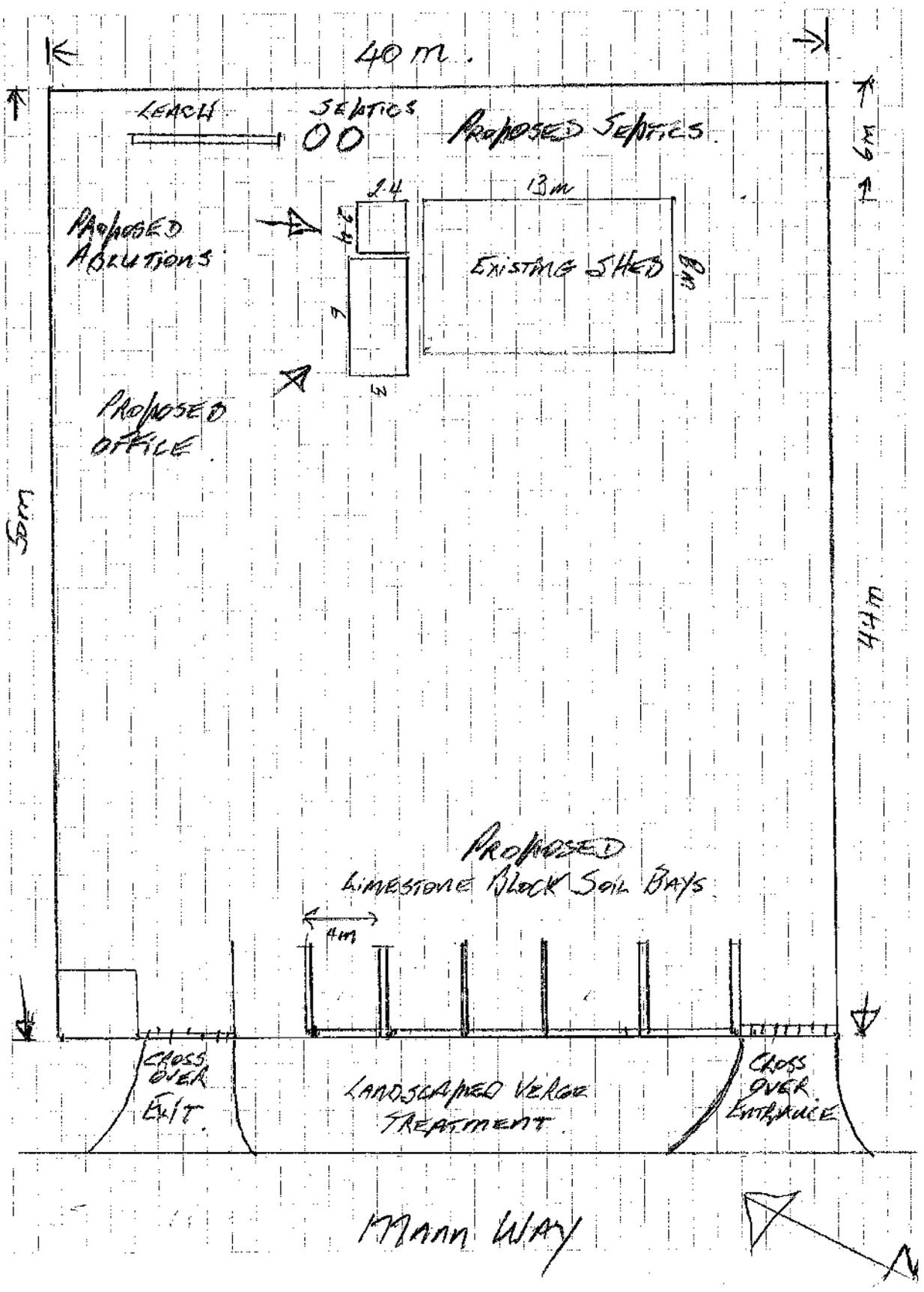
LIMESTONE BLOCK WALL
VIEWED FROM THE FRONT



View From Front of Soil Bay



PROPOSED LIMESTONE BLOCK
(NOT TO SCALE)



SCHEDULE OF SUBMISSIONS AND OFFICERS RESPONSES

DEVELOPMENT APPLICATION: PROPOSED USE NOT LISTED (TRADE SUPPLIES) ON LOT 611 (18) MANN WAY, LEDGE POINT

No.	Submitter	Submission details	Officers' response
1.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>Recently purchased Durty's Landscape Supplies and have every intention to find a suitable tenant to continue with sand and soils for garden care/improvements. Conflict of business interest.</i></p> <p><i>I would appreciate the Shire to postpone this proposal till January 2026. A fair length of time for a new business to get established.</i></p>	<p>1. Dismissed - Any organisation with a substantial degree of power in a market, in this instance the Shire by regulating development, is not allowed to engage in conduct that has the purpose, effect or likely effect of substantially lessening competition in a market. This behaviour is referred to as 'misuse of market power' and the local government cannot make a decision based on market competition. The recommended decision is based upon the applicable planning framework and the ability of the proposal to demonstrate compliance against that framework.</p>
2.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>The proposed development presents a direct conflict with an already established landscaping material development at No. 10 Mann Way.</i></p> <p>(This submission was received after the closing date)</p>	<p>Refer to point 1 above.</p>
3.	Ratepayer	<p>The submitter supports the application and provide the following general comment:</p> <p><i>Welcomed in the area.</i></p>	<p>Noted.</p>

SCHEDULE OF SUBMISSIONS AND APPLICANTS' RESPONSES

DEVELOPMENT APPLICATION: PROPOSED USE NOT LISTED (TRADE SUPPLIES) ON LOT 611 (18) MANN WAY, LEDGE POINT

No.	Submitter	Submission details	Applicants' response
1.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>Recently purchased Durty's Landscape Supplies and have every intention to find a suitable tenant to continue with sand and soils for garden care/improvements. Conflict of business interest.</i></p> <p><i>I would appreciate the Shire to postpone this proposal till January 2026. A fair length of time for a new business to get established.</i></p>	<p>Please see the following comments in response to the objection...</p> <ul style="list-style-type: none"> . The objection is based on a perceived "conflict of interest". The assumption from that statement is that the objector wants the Shire of Gingin to reject or delay my DA due to competition in the marketplace? If this were to happen it would be construed as an anticompetitive act and therefore illegal. Please note that if my DA is rejected or delayed on this basis, I will bring immediate proceedings against the Shire to remedy any delays or rejection of my application. . Secondly, the objector states they have "recently purchased Durty Filthy Landscape Supplies". This statement is incorrect. The sale of the block did not include the sale of Durty Filthy Garden Supplies. Craig Douglas is still the owner of the garden supply business and advised me that the new owners of the block had no interest in continuing the soil supply business. . I am an experienced businessperson with significant resources in the soil supply and earthmoving industry and require the DA to be approved without delay to facilitate the immediate commencement of operations from the Ledge Point premises. . I am committed to this business as an owner operator and have the support of local businesses including Craig Douglas the owner of Durty Filthy Garden Supplies.

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.5.6

			<p>The sooner this DA is approved the sooner I can add to the local economy. Please note that I reside and own a residence in Lancelin.</p>
2.	Ratepayer	<p>The submitter does not support the application and provides the following general comment:</p> <p><i>The proposed development presents a direct conflict with an already established landscaping material development at No. 10 Mann Way.</i></p> <p>(This submission was received after the closing date)</p>	
3.	Ratepayer	<p>The submitter supports the application and provide the following general comment:</p> <p><i>Welcomed in the area.</i></p>	

14.6 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED SIGN ON LOT 163 (7) BROCKMAN STREET, GINGIN (RESERVE 2581)

File	BLD/7097
Applicant	Project Gingin – Adam Trinder
Location	Lot 163 (7) Brockman Street, Gingin (Reserve 2581)
Owner	Shire of Gingin
Zoning	Public Use
WAPC No	NA
Author	James Bayliss - Executive Manager Regulatory and Development Services
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil.
Appendices	<ol style="list-style-type: none"> 1. Location Plan [14.6.1 - 1 page] 2. Aerial Map [14.6.2 - 1 page] 3. Applicant's Proposal [14.6.3 - 6 pages]

DISCLOSURES OF INTEREST

Cr Kestel declared an impartiality interest as he is the Deputy Chairperson of Project Gingin, which is the applicant.

PURPOSE

To consider an Application for Development Approval to install a Community Digital Sign on Lot 163 (7) Brockman Street, Gingin (Reserve 2581).

BACKGROUND

Project Gingin (the applicant) is a community group that has initiated a project to install a ‘community digital sign’ to promote community groups, community events and local services. The proposed location of the sign is the corner of Weld Street and Brockman Street, below the Shire’s Administration Centre immediately south of the existing bus shelter.

The proposed sign is 2.5m in width, 1.5m in height and designed to be a double-sided digital display. Given the sign requires electrical connection, the proposition is to connect to the Shire’s Administration Centre electrical supply, with digital management of the signage content being undertaken by the Gingin Community Resource Centre (CRC).

The Concept Enquiry outlining the proposal, funding (grants), and content management received in principle support by Council at its Briefing Session held 21 May 2024.

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

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

COMMENT

Stakeholder Consultation

The proposal has not been advertised, as the location of the sign results in any departure from the planning framework being minor in nature with negligible impact on surrounding landowners.

PLANNING FRAMEWORK

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

The subject land is zoned *Public Use - Shire Purposes* 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 *Public Use - Shire Purposes* reserve, and therefore it is appropriate to consider the objectives prescribed to the reserve type under the model provisions (*Planning and Development (Local Planning Schemes) Regulations 2015*). The model provisions do not explicitly reference *Public Use* as a reserve, but do outline the following objective for 'Public Purpose':

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

The development of a community digital sign is viewed as providing community infrastructure, with the intended purpose being for public purposes.

Local Planning Policy 1.12 - Advertising Signs (LPP 1.12)

The purpose of this Local Planning Policy is to provide guidance as to the identification of advertising sign types and the requirements for exemptions and requirements for development approval.

The proposed sign does not neatly fit within any of the defined sign types. The officer has outlined various definitions and examples of comparable sign types under LPP 1.12 below to demonstrate that the proposal represents elements of each sign referenced.

4.2.3 Community Service Sign

Definition

A temporary non-illuminated sign that advertises non- profit, short-term events such as a fete, fair, or festival for charitable, religious, education, childcare, sporting organisations or the like.

Deemed to Comply Standards

A temporary sign on a board or banner, that meets the following:

- a) has maximum dimensions of 1.5m (height) and 2.5m (length);*
- b) its purpose is to notify the community of upcoming events, such as a fete/fair or festival for not-for-profit, charitable, religious, sporting organisations or similar;*
- c) is erected within 2 weeks of the event; and*
- d) is removed immediately after the event.*

Community Service Sign

A temporary non-illuminated sign that advertises non- profit, short-term events such as a fete, fair, or festival for charitable, religious, education, childcare, sporting organisations or the like.



4.2.10 Light Projecting Sign

Definition

A sign created by projecting light onto the wall of a building, or a screen or similar structure.

Deemed to Comply Standards

A light projecting sign that meets the following:

- a) is used for community, cultural or festival events;*
- b) is limited to one sign per property;*
- c) displays a static image that does not change for at least 15 seconds;*
- d) has a projection area no greater than 25m²;*
- e) is projected for no more than 7 continuous days and no more than 21 days in a calendar year; and*
- f) is turned off at 11pm.*

Light Projecting Sign

A sign created by projecting light onto the wall of a building, or a screen or similar structure.



4.2.14 Portable Illuminated Variable Message Sign

Definition

A sign erected on a trailer that displays illuminated digital messages that can be rotated and present different messages at intervals.

Deemed to Comply Standards

Not Permitted.

Portable Illuminated Variable Message Signs

A sign erected on a trailer that displays illuminated digital messages that can be rotated and present different messages at intervals.



4.2.8 Hoarding Sign

Definition

A freestanding sign not attached to a building, that is ground mounted, where the sign's largest dimension is horizontal and has two or more supporting posts that can or cannot be seen.

Deemed to Comply Standards

A hoarding sign that meets all the following criteria:

- a) maximum of 2m (height - includes clearance from ground) and 3m (length);*
- b) minimum ground clearance of 0.5m to the sign and supporting posts to be exposed; c) is mounted on support posts anchored to the ground;*
- c) limited to one sign per lot; and*
- d) e) not be illuminated.*

Hoarding Sign

A freestanding sign not attached to a building, that is ground mounted, where the sign's largest dimension is horizontal and has two or more supporting posts that can or cannot be seen.



Policy Objectives

- 3.1. *To ensure advertising signs are minor in scale to the buildings and place they are erected on.*
- 3.2. *To ensure that advertising signs do not adversely impact the amenity of the surrounding area and **protect the cultural heritage significance of a building or place.***
- 3.3. *To ensure that advertising signs only display services offered for sale and/or produced on the land or related to the approved land use taking place.*
- 3.4. *To ensure that advertising signs are maintained to an acceptable standard and do not fall into disrepair.*
- 3.5. *To ensure advertising signs **do not pose any risk to the safety of pedestrians and motorists due to design and location.***

Officer Comment:

The proposed sign is located ~20 metres north of the Gingin War Memorial, which is located on the Shire's Municipal Heritage Inventory. This will be addressed in greater detail below.

Digital signage does have the potential to pose risk to the safety of pedestrians and motorists depending on the luminance, pulsing, chasing and colours of the messages displayed. As an example, signage colours should not be red and/or blue, as this can be confused with emergency services. Pulsing and chasing messages can distract road users and incorrect luminance can cause temporary blindness for drivers. This is the reason that LPP 1.12 prohibits portable illuminated variable message signs. It could therefore be argued that the proposed sign is not consistent with LPP 1.12 and should not be supported.

Given the sign is located on Shire land and will ultimately be an asset of the Shire, the Shire will have the ability to rescind consent for the sign and require removal of the structure should any adverse issues with its usage arise. This provides some comfort that a variation to LPP 1.12 is capable of being supported in this instance.

The relevant development standards are outlined below:

- 4.1.2 *Advertising signs that do not meet the standard requirements of this Policy are deemed not exempt from development approval and will require the lodgement of an application to the Shire for consideration of approval.*

4.1.6. *The advertising sign shall achieve the following design and location criteria:*

- *Be of a minor nature and subservient to the scale of a building and/or place in which they are installed.*
- *Limited to one sign type per lot frontage.*
- *Not cause visual clutter of the streetscape, building or place.*
- *Not display offensive wording or images.*
- *Only display services offered for sale and/or produced on the land.*
- *Not obscure architectural attributes of a building.*
- *Not cause a nuisance, by way of light spillage, to adjoining or nearby properties.*
- ***Not flash, pulsate or chase when illuminated.***
- ***Not contain colours that interfere with, or are likely to be confused with, traffic control signals whether illuminated or not.***
- *Not obstruct visual sightlines or movement for motorists and pedestrians.*
- *Not obstruct views of significance.*
- *Not be placed on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.*

Officer Comment

As previously outlined, digital signage has the potential to be confused with emergency services depending on the colour and flashing frequency of messages. This conflict can be mitigated via conditions of approval and strict content management by the CRC.

Policy and Assessment Guidelines for Static Advertising Signs (MRWA 2024)

Section 8.3.1 – Light emitting devices states:

The Road Traffic Administration Act 2008 (Section 140), which applies to all roadways in Western Australia, warrants that light emitting devices, in or visible from a road reserve, should not distract a driver, or cause a risk of danger.

Where a static sign is adjacent to a TCS, in an otherwise uncluttered road environment, road users might observe the static sign in preference to the TCS. This may be a result of the static sign being larger, brighter, and/or having unfamiliar or changing content.

The owner and operator of the static sign may be notified to rectify the device where it is the opinion of Main Roads that a static sign is likely to:

- *confuse a driver :*
- *adversely affect traffic, or*
- *increase risk.*

8.3.1.1 Flashing, strobing, pulsing

No portion of the static sign display should emit a flashing, pulsing, or strobing effect.

8.3.2 Luminance and illumination

Where a static sign is brighter than the surrounding ambient light, it can draw attention away from the roadway, vulnerable road users and traffic control signs (TCS). This creates a significant hazard. *AS-NZS 4282 - Control of the Obtrusive Effects of Outdoor Lighting* provides guidance on the effects of outdoor lighting with respect to lit surfaces and glare toward road users. This standard provides guidance on the luminance that may be acceptable from a lit surface such as a static sign, as well as the threshold increment used to assess glare impacts on drivers.

8.4.1 Replication of a road sign

The *Road Traffic Code 2000* warrants that nothing in or visible from any road reserve should replicate a road sign.

A person must not erect, establish, place, maintain or display, on a road, anything that is a false representation of, or a colourable imitation of, a traffic sign or traffic control signal.

Officer Comment

The above considerations have already been addressed but emphasise the importance of content management by the CRC.

Shire of Gingin – Heritage Inventory (2017)

The subject land contains the Gingin War Memorial, identified as a Category B listing under the local Heritage Inventory.

Category B listings are places of considerable cultural heritage significance that are worthy of recognition and protection, and it is recommended that such places be retained and preserved. The Gingin War Memorial was originally located in front of the Road Board Office in Constable Street and unveiled by the Premier in 1920. It was relocated to the current site in 1978 and commemorates Gingin and district residents who went to war.

Given the proximity of the proposed sign location to that of the existing war memorial, any impact on the amenity of the heritage setting must be considered. The officer is of the view that the proposed sign does not detract from the war memorial site given its positioning, however on significant days of remembrance the digital sign should be turned off as a sign of respect and to ensure light spillage during services does not arise. This will be conditioned accordingly.

Summary

In view of the above, the officer supports the community digital sign on the understanding that the land is under the Shire’s jurisdiction. Signs of this nature should not become common place, with LPP 1.12 prohibiting this form of device. Given the sign has an underlying community benefit with content management by a community organisation, a departure from the policy position is viewed as being acceptable subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning And Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Local Planning Policy 1.12 - Advertising Signs

Guilderton To Kalbarri Sub Regional Strategy

Policy And Assessment Guidelines for Static Advertising Signs (MRWA 2024)

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Sorensen **SECONDED:** Councillor Johnson

That Council:

- 1** Enter into a Deed of Agreement with Gingin Community Resource Centre/Project Gingin to;
 - a.** ensure the signage content is maintained in accordance with the Development Approval; and
 - b.** provide for the maintenance and planned renewal of the digital sign outlined within the Concept Plan.

- 2.** Grant Development Approval for the installation of one community digital sign on Lot 163 (7) Brockman Street, Gingin (Reserve 2581) subject to the following conditions:
 - a.** The land use and development shall be undertaken in accordance with the approved plans and specifications unless otherwise conditioned by this Approval.
 - b.** This Approval is for one community digital sign only.
 - c.** The digital sign is to be turned off on Anzac Day, Remembrance Day, and any other war commemoration as directed by the Shire of Gingin.
 - d.** The digital sign shall be used for community purposes, with business advertising to remain subordinate and incidental to the community purposes to the satisfaction of the Shire of Gingin.
 - e.** The sign and associated structure shall be maintained to a good standard of presentation.
 - f.** The static digital display shall not imitate the colours of a traffic sign or traffic control signal, or emergency services lighting.
 - g.** No portion of the static sign display should emit a flashing, pulsing, or strobing effect, nor be of a luminance that is distracting to road users, to the satisfactory to 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: This approval is not a building permit or an approval under any law other than the *Planning and Development Act 2005*. It is the responsibility of the operator 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.

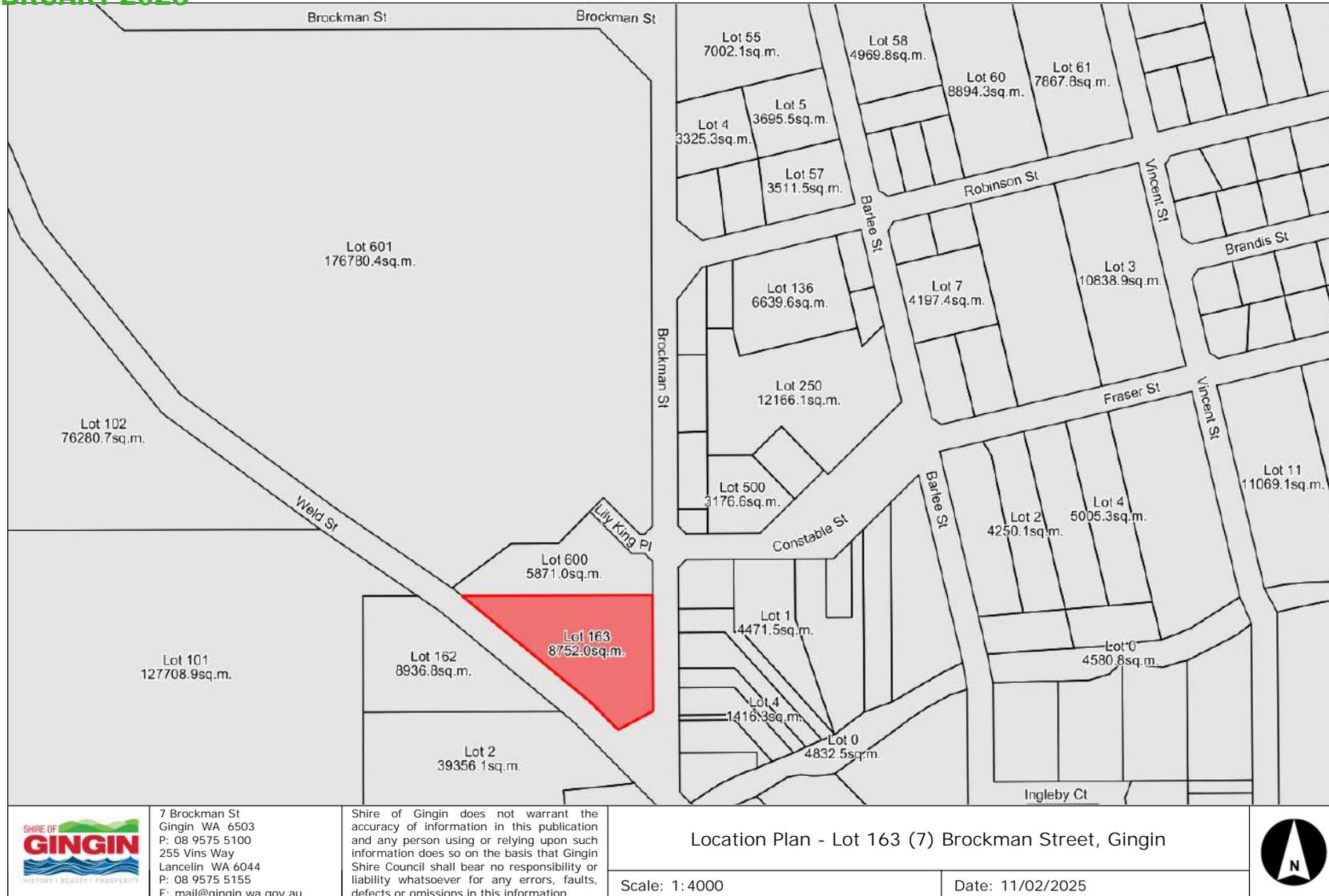
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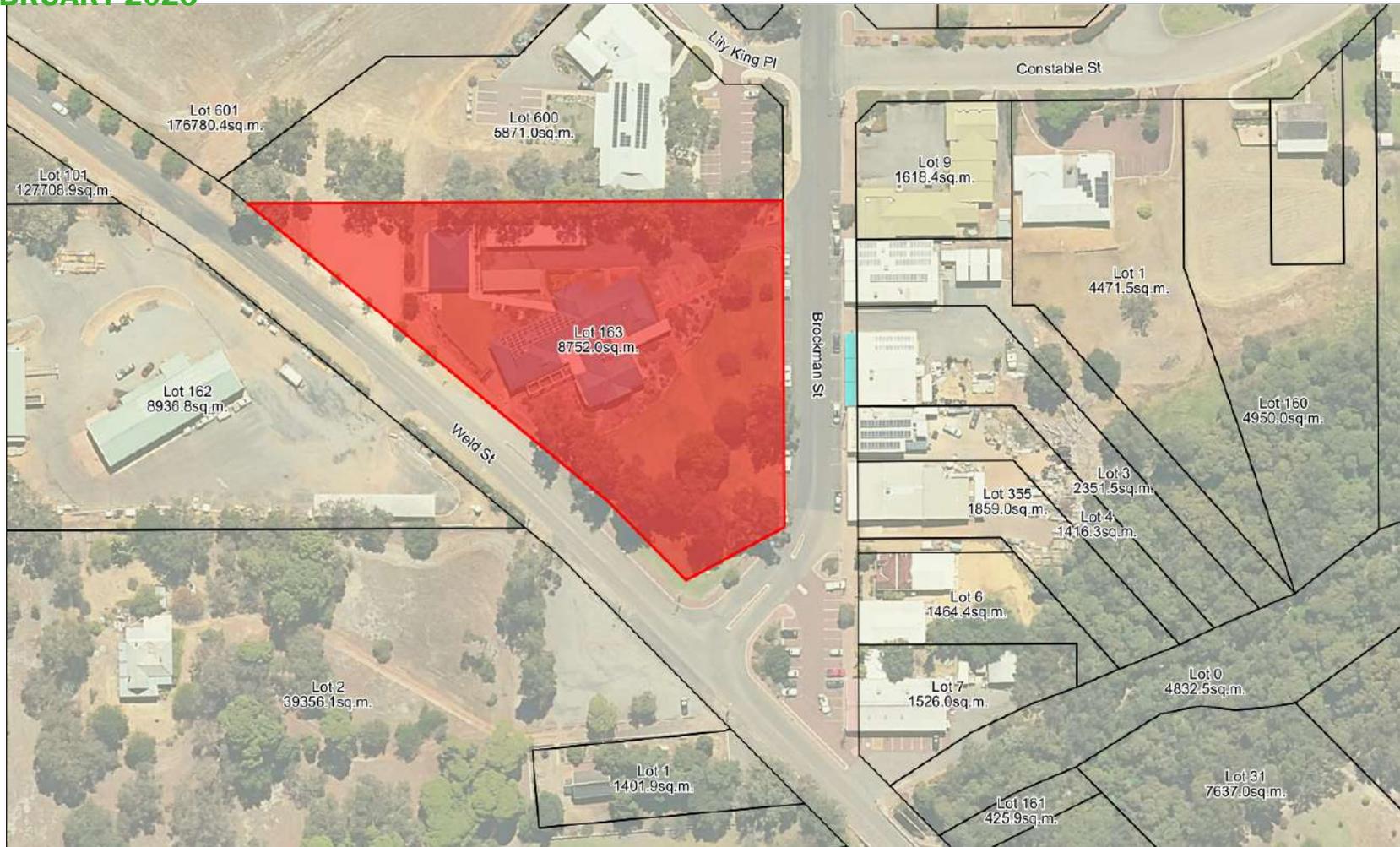
FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

APPENDIX 14.6.1





 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map - Lot 163 (7) Brockman Street, Gingin</p>	<p>Scale: 1: 1500</p>	

COMMUNITY PROJECTS FOR SHIRE LANDS & ASSETS

CONCEPT ENQUIRY

PRIOR TO COMPLETING THIS FORM

It is essential to have read the 'Frequently Asked Questions' for 'Community Projects for Shire Lands & Assets' prior to completing and submitting a 'Concept Enquiry'. In completing and submitting this form to the Shire of Gingin you are acknowledging that you have read and understood the purpose, process and associated information for a 'Concept Enquiry'. If further explanation is required please contact the Shire's Community Development Team via

Email: mail@gingin.wa.gov.au OR Telephone: (08) 9575 5100

CONCEPT ENQUIRY

Project Title	Gingin Community Digital Signage
---------------	----------------------------------

CONTACT DETAILS	
Contact Person (Applicant)	Adam Trinder
Committee Role (if applicable) <small>Applicant must be Chair/President; Vice; Secretary or Treasurer</small>	Vice President
Committee Organisation <small>(if applicable)</small>	Project Gingin
Postal Address	1 Lily king Place Gingin 6503
Contact Number	[REDACTED]
Email	projectgingin@outlook.com
<i>Note: Please provide as much information as possible about the project as this will assist with the Shire's review of the 'Concept Enquiry'. The Shire may seek additional information from the contact person listed above if required.</i>	

1. What is the proposed project?
Provide specific detail.

Installation of digital signage to the Gingin townsite street scape for advertising of community groups, community events and local businesses and services.
Proposed sign is 2500 x 1500mm, 2 sided and will be preferably located on the shire land adjacent to the bus shelter at the council offices on Weld Street.
Electrical connection to be accessed at the Council offices and digital management of content will be remotely undertaken by the Gingin CRC.
Once erected the intention will be to ensure additional beautification of the sign location be undertaken to ensure that it is not unsightly or obtrusive within current the streetscape.

COMMUNITY PROJECTS FOR SHIRE LANDS & ASSETS

CONCEPT ENQUIRY

2. (a) What is the current issue or need that has initiated this project/concept?

There is no central location for the community to see what is going on that is visible to everyone.

2. (b) What difference will the project make?
E.g. what would occur if the project didn't happen?

The digital signage will provide a visible platform for all residents and visitors of Gingin townsite to instantly see what is happening in and around the community. The sign will be available for all community groups and shire advertisement as well as opening up the commercial side to businesses to pay for advertising space.

3. What are the expected cost for the proposed project?
Provide quotes and project budget where possible.

The current project budget is A\$95000.00, which we have sought, and gained, grant funding from several parties to meet this projected cost. Through experience and consultation additional costs, aside from the sign, have been considered to work out costings and using local businesses to provide work in kind.

4. (a) How do you/the community organisation foresee that the project will be funded?
E.g. Who is contributing to the project? Funding partners, cash and in-kind contributions, etc.?

State political funding from through Wheatbelt Development Commission - \$50k, Gingin & Lancelin Community Bank Bendigo communities grant \$25k and Gingin Recreation Group & Image Resources community grants \$20k with some additional work in kind from local service providers.



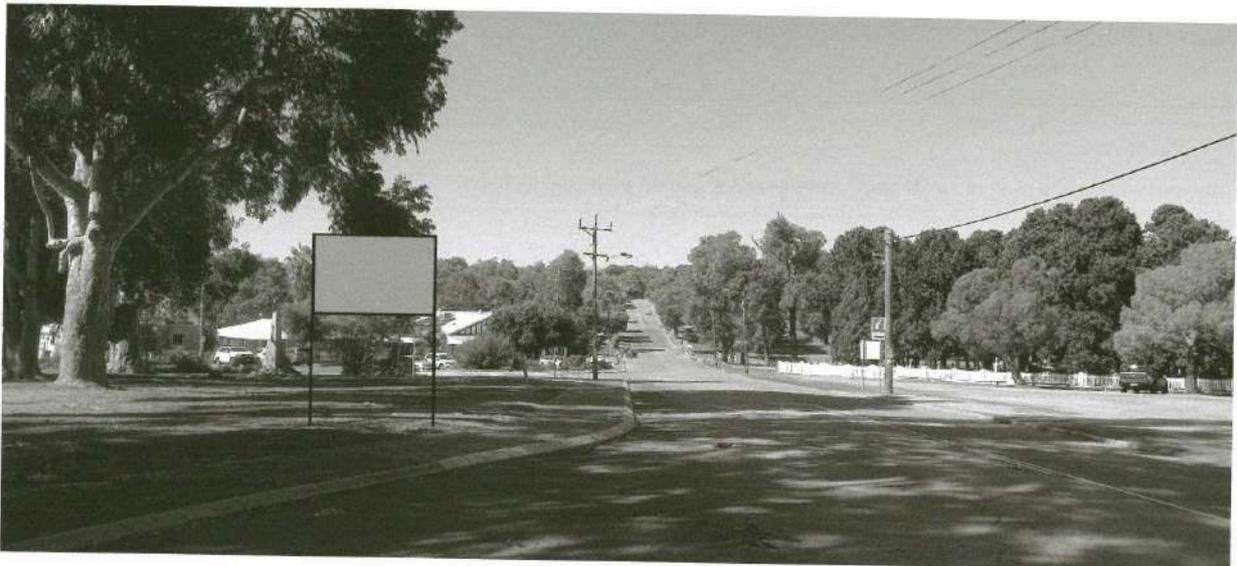
COMMUNITY PROJECTS FOR SHIRE LANDS & ASSETS

CONCEPT ENQUIRY

4. (b) How will the ongoing costs be funded?
E.g. Maintenance, replacement, operation costs, etc.

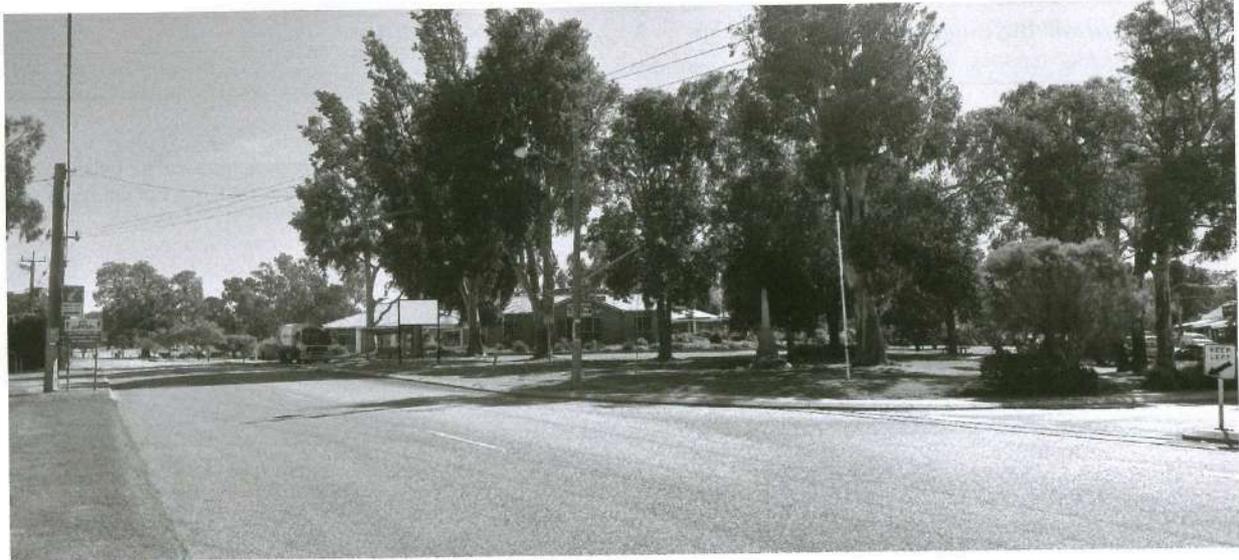
We will be looking to set up digital advertising subscriptions for local businesses to provide an income from the installation of which a portion is planned to be set aside for asset maintenance and planned replacement. This process has not yet been detailed.

5. Is there any other information that may be valuable to provide with regards to the proposed project?
E.g. Photos, maps, diagrams, etc. Attach as applicable.



COMMUNITY PROJECTS FOR SHIRE LANDS & ASSETS

CONCEPT ENQUIRY



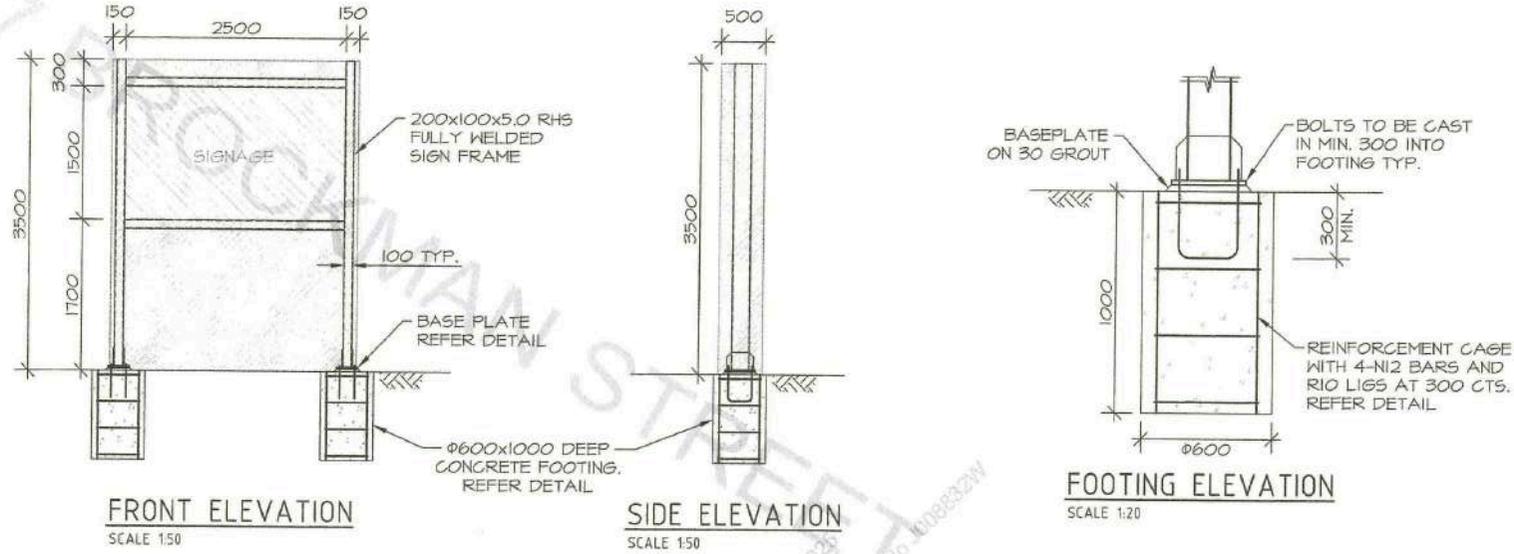
Attached street scape photo with proposed signage shown in preferred location.
Actual design of pole and surrounds are yet to be confirmed.

SEND THIS COMPLETED FORM TO:

Post:
Mr Aaron Cook – Chief Executive Officer
Shire of Gingin
PO Box 510
GINGIN WA 6503
Ref: 'Concept Enquiry' for Project

Email:
mail@gingin.wa.gov.au
Subject Line: 'Concept Enquiry' for Project

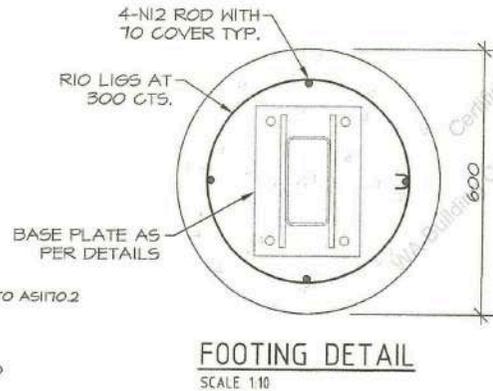




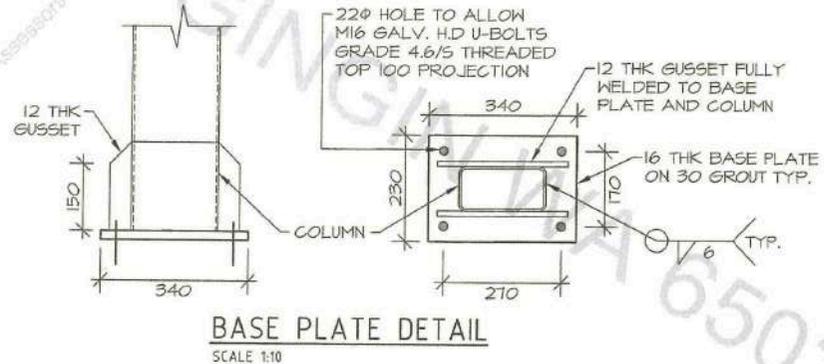
FRONT ELEVATION
SCALE 1:50

SIDE ELEVATION
SCALE 1:50

FOOTING ELEVATION
SCALE 1:20



FOOTING DETAIL
SCALE 1:10



BASE PLATE DETAIL
SCALE 1:10

STRUCTURAL NOTES

- DESIGN CRITERIA**
 1. DESIGN WIND CLASSIFICATION TO AS1702
 $V_d = V_{500}$
 REGION = A1
 TERRAIN CATEGORY = 2.0
 SHIELDING MULTIPLIER = 1.0
 TOPOGRAPHIC MULTIPLIER = 1.0

NOTES:

1. ALL STEELWORK SHALL BE IN ACCORDANCE WITH AS4100 'STEEL STRUCTURES'.
2. ALL STEEL IS TO BE POWDER COATED OR HOT-DIPPED GALVANISED.
3. ALL WELDING TO BE IN ACCORDANCE WITH AS1554. ALL WELDS SHALL BE 6mm CONTINUOUS FILLET U.N.O.
4. ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH AS3600 'CONCRETE STRUCTURES'.
5. MINIMUM CONCRETE STRENGTH TO BE 25 MPa.
6. ALL WELDS SHALL BE 5P WELDS.
7. DO NOT SCALE FROM DRAWINGS.
8. ALL DIMENSIONS IN MILLIMETRES, U.N.O.
9. ALL MEASUREMENTS TO BE CHECKED ONSITE PRIOR TO CONSTRUCTION.

DRAWING NOT VALID WITHOUT WATERMARKED ADDRESS				 TIMOTHY DUTTON BEng MBEAust CPREng NBR No. 5169041	 B WADDELL CONSULTING ENGINEERS	Project 7 BROCKMAN STREET, GINGIN WA 6503 PROPOSED LED SIGN	Job No: 34326
B	TD	18/12/24	UPDATED ADDRESS				
A	TD	30/10/24	ISSUED FOR BUILDING APPROVAL	Scale AS SHOWN AT A3			
REV	BY	DATE	REVISION DESCRIPTION				

WABCA Approved 14 January 2025 J008832W



SITE LAYOUT
7 Brockman Street, Gingin WA 6503

WABCA Approved 14 January 2025 J008832W

14.7 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED SIGNAGE ON LOT 1001 (51) BOOBABBIE ROAD, GUILDERTON

File	BLD/3018
Applicant	Goldpage Investments Pty Ltd – Phil Smeeton
Location	Lot 1001 (51) Boobabbie Road, Guilderton
Owner	Greg Murray
Zoning	General Rural
WAPC No	NA
Author	James Bayliss - Executive Manager Regulatory and Development Services
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil.
Appendices	<ol style="list-style-type: none"> 1. Location Plan [14.7.1 - 1 page] 2. Aerial Map [14.7.2 - 1 page] 3. Applicants Proposal [14.7.3 - 7 pages] 4. Schedule of Submissions and Recommended Responses [14.7.4 - 1 page]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval to install a sign on Lot 900 (51) Boobabbie Road, Guilderton.

BACKGROUND

The applicant has instigated a tourism initiative to enhance and promote tourism services within Guilderton. Part of this initiative is the installation of a sign on the subject land, which is located on the corner of Indian Ocean Drive (IOD) and Guilderton Road. The sign is intended to promote the locality to passing vehicles travelling in northerly direction.

The proposed sign comprises of a sea container which is ~12.2m in length, ~2.4m in width and ~2.59m in height. The southern façade of the sea container will contain a film that showcases the Moore River with a website link. The remainder of the sea container will be painted a neutral colour. The positioning of the sign is ~50m from IOD.

The tourism initiative undertaken by the applicant has been supported by the Midwest Wheatbelt Development Commission (MWWDC) and the Shire of Gingin. This proposal represents an outcome from that initiative.

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

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

COMMENT

Stakeholder Consultation

The application was advertised to Main Road Western Australia (MRWA) for a period of 42 days in accordance with clause 66 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. MRWA raised no objection, with the only condition being that all access related to construction be via Guilderton Road and not IOD.

A copy of the Schedule of Submissions and Recommended Responses is provided (**see appendices**).

PLANNING FRAMEWORK

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

The subject lot is zoned "General Rural" under LPS 9. The objectives of the General Rural zone are to:

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

The proposed sign does not compromise any of the above objectives.

Local Planning Policy 1.12 - Advertising Signs

The purpose of this Local Planning Policy is to provide guidance as to the identification of advertising sign types and the requirements for exemptions and requirements for development approval.

LPP 2.1 defines a ‘Remote & Tourism Sign’ as:

A sign to support and encourage the development of the main settlement areas, tourist places and related services, in accordance with the Shire’s Local Planning Policy - Tourism Zone.

The specific requirements for signage to be exempt are outlined in the table below:

Sign Type	Deemed to Comply
4.2.18 Remote & Tourism Sign	Remote & Tourism Signs that meet the following: a) are approved by Shire and Main Roads WA; b) design of bay structures and signs to be in consistent colours and material themes; and c) advertising signs with maximum dimensions of 0.4m (height) x 0.6m (length).

Policy Objectives

- 3.1. *To ensure advertising signs are minor in scale to the buildings and place they are erected on.*
- 3.2. *To ensure that advertising signs do not adversely impact the amenity of the surrounding area and protect the cultural heritage significance of a building or place.*
- 3.3. *To ensure that advertising signs only display services offered for sale and/or produced on the land or related to the approved land use taking place.*
- 3.4. *To ensure that advertising signs are maintained to an acceptable standard and do not fall into disrepair.*
- 3.5. *To ensure advertising signs do not pose any risk to the safety of pedestrians and motorists due to design and location.*

Officer Comment:

The proposed sign does not relate to the subject land, however it is located in an area identified under LPP 1.12 for the purpose of tourism signage. While the sign does not satisfy various objectives listed above, a regional tourism sign does not usually correlate with a business or activity on the land on which it is situated.

The relevant development standards are outlined below:

4.1.2 Advertising signs that do not meet the standard requirements of this Policy are deemed not exempt from development approval and will require the lodgement of an application to the Shire for consideration of approval.

4.1.5 An approval is required from Main Roads WA for a sign that is installed within the State Road Reserve or is beyond the State Road Reserve but is intended to be viewed by passing traffic on a State Road (Indian Ocean Drive or Brand Highway). Signage should be compliant with the current Main Roads Policy and Application Guidelines for Advertising Signs Within and Beyond State Road Reserves.

4.1.6. The advertising sign shall achieve the following design and location criteria:

- Be of a minor nature and subservient to the scale of a building and/or place in which they are installed.*
- Limited to one sign type per lot frontage.*
- Not cause visual clutter of the streetscape, building or place.*
- Not display offensive wording or images.*
- Only display services offered for sale and/or produced on the land.*
- Not obscure architectural attributes of a building.*
- Not cause a nuisance, by way of light spillage, to adjoining or nearby properties.*
- Not flash, pulsate or chase when illuminated.*
- Not contain colours that interfere with, or are likely to be confused with, traffic control signals whether illuminated or not.*
- Not obstruct visual sightlines or movement for motorists and pedestrians.*
- Not obstruct views of significance.*
- Not be placed on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.*

Officer Comment

The proposed sign was referred to MRWA and no objection was raised. It is assumed that should separate MRWA approval be required, it would have been outlined in the agency's response. Notwithstanding the above, it is suggested that advice notes direct the applicant to MRWA to obtain any separate approval if required.

The subject land currently contains a 6m sea container advertising the existing extractive industry operating onsite. Adjacent to the existing sign is a trade display (i.e. sand, gravel, rock displays), the approvals for which have not been investigated. Furthermore, the property has previously displayed a sign promoting the former operator of the extractive industry, which the officer notes was recently removed.

LPP 1.12 suggests that signage be limited to one sign type per lot, however as outlined above this proposal relates to a broader tourism sign in a location identified for this purpose, and the existing use onsite naturally advertises the landowner's own product. This results in multiple signs, however given the circumstances seems appropriate.

The subject land is well situated for advertising to traffic on IOD and captures a large audience. The site does have the potential to impact on the natural features and streetscape should it be seen as a location for additional signs in the future.

Guilderton To Kalbarri Sub-Regional Strategy (2019)

The Guilderton to Kalbarri Sub-Regional Strategy is an overarching planning document that outlines the Western Australian Planning Commission's (WAPC) approach to future planning and development of the coastal strip broadly from the Moore River to the Murchison River.

'Clause 11.2.8 - Tourism Signage and Promotion' states:

Tourism WA, in conjunction with Main Roads, has developed tourist signage guidelines to address the issues of safety, aesthetics, and compliance with national industry and road authority standards. These guidelines apply throughout the State. Tourist attraction signs are only permitted for establishments that are recognised as being of significant interest to tourists and meet some essential assessment criteria such as the core business being tourism-based and strongly committed to providing visitor services.

It is standard protocol that Main Roads WA will only assess an application for a sign or advertising device where it has received an approval from local government.

Officer Comment

The proposed sign is generally consistent with the above for the same reasons set out under LPP 1.12.

Policy and Assessment Guidelines for Static Advertising Signs (MRWA 2024)

This policy also applies to applications for new static signs:

- within state roads (approval required); and
- within 500m of a state road and visible from a state road (approval required).

The guidelines outline that local governments are to conduct their own planning/approval process for static signs located within their jurisdiction, and proposals captured under this Policy are to be referred to MRWA., Referral has been undertaken in relation to this proposal. The Guidelines go on to say that the MRWA is to assess applications against the Main Roads Policy and Assessment Guidelines for Static Advertising Signs.

The officer would therefore expect MRWA to raise any inconsistencies with the Guidelines as part of its referral response, which it did not. On that basis, further assessment against these Guidelines will be undertaken by MRWA via their separate approvals process.

Summary

In view of the above assessment and acknowledging that the Shire has supported the tourism initiative by the applicant, the proposal is supported subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning And Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Local Planning Policy 1.12 - Advertising Signs

Guilderton To Kalbarri Sub-Regional Strategy

Policy and Assessment Guidelines for Static Advertising Signs (MRWA 2024)

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

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

That Council grant Development Approval for the installation of one Sign (Tourism) on Lot 900 (51) Boobabbie Road, Guilderton subject to the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans and specifications unless otherwise conditioned by this Approval.
2. This Approval is for one tourism sign only.
3. The external surfaces of the signage structure, with the exception of the sign façade, are to be painted in a neutral colour to the satisfaction of the Shire of Gingin.
4. The sign and associated structure shall be maintained to a good standard of presentation. The Shire reserves the right to direct the applicant/landowner, in writing, to undertake necessary works to maintain the sign to a standard satisfactory to the Shire of Gingin.
5. The approved signage shall not contain any flashing, moving or pulsating lighting nor contain lighting that is distracting to road users.
6. Prior to siteworks, the applicant is to demonstrate to the Shire of Gingin that approval from Main Roads Western Australia (MRWA) has been obtained.
7. No access is permitted to or from Indian Ocean Drive. All access to construct the sign shall be from Guilderton Road.

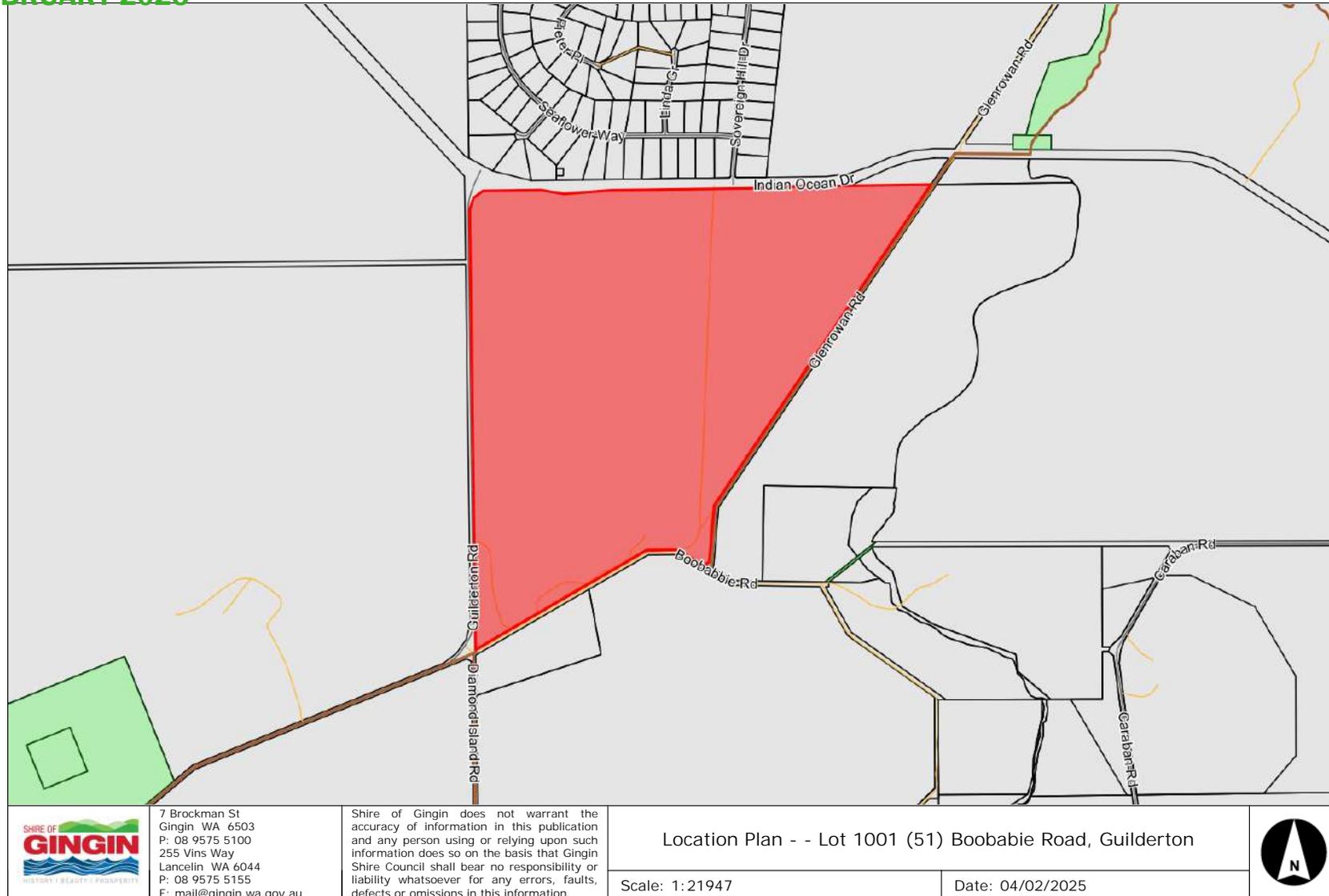
Advice Notes

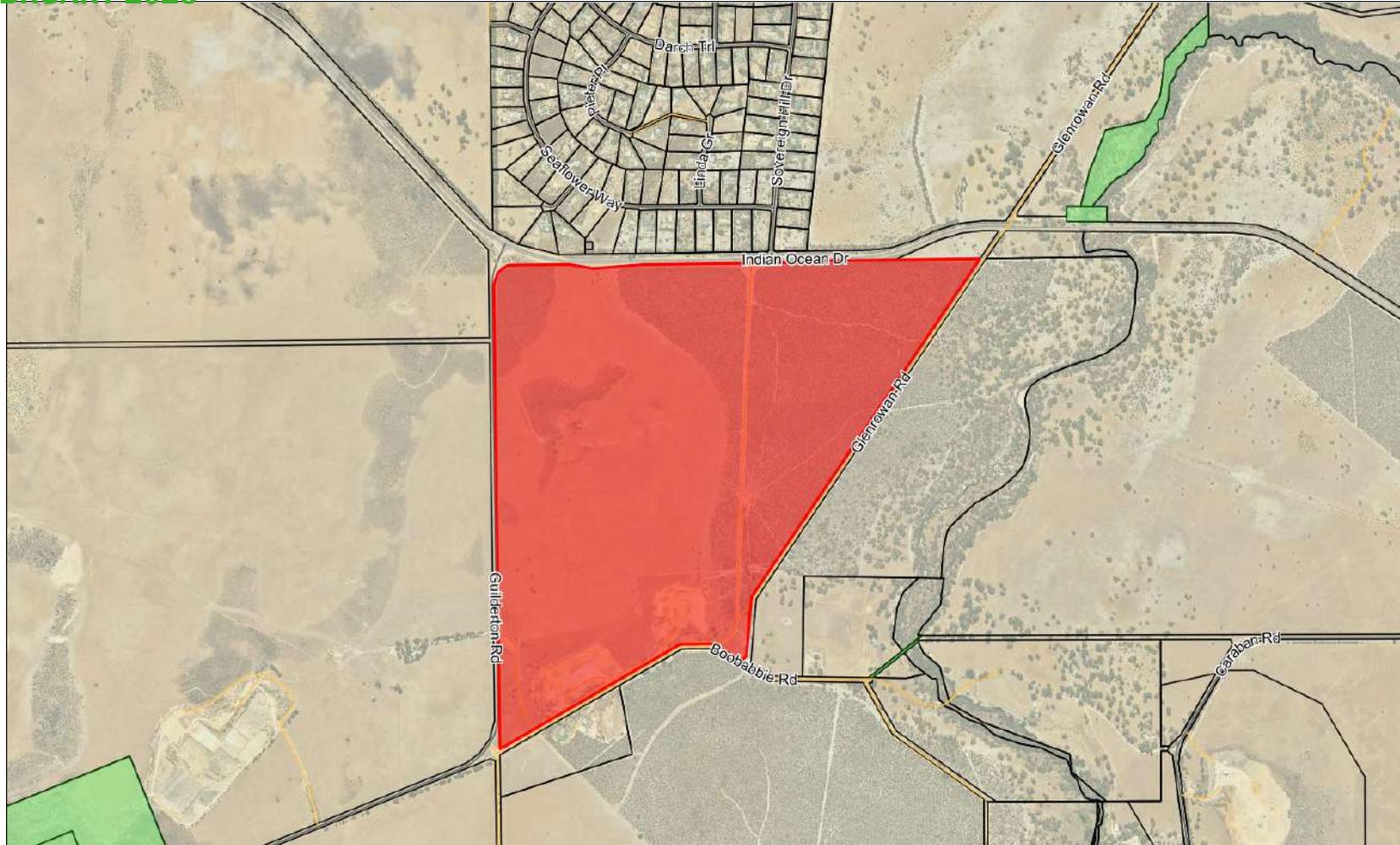
- Note 1: If you are aggrieved by the conditions of this approval you have the right to request that the State Administrative Tribunal (SAT) review the decision, under Part 14 of the *Planning and Development Act 2005*.
- Note 2: If the development subject to this approval is not substantially commenced 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: This approval is not a building permit or an approval under any law other than the *Planning and Development Act 2005*. It is the responsibility of the applicant/landowner 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 5: Main Roads Western Australia (MRWA) has jurisdiction over the Indian Ocean Drive road reserve and signage visible from a state road. Approval shall be sought by MRWA prior to installation of the signage.
- Note 6: Main Roads Western Australia (MRWA) has recommended the following advice notes be included:
- a. Main Roads has reviewed and approved the Advertising Application. The Development Application is consistent with the Advertising Application that was received.
 - b. The upgrading/widening of the Indian Ocean Drive is not in Main Roads current 4-year forward estimated construction program and all projects not listed are subject to change without notice. Main Roads assumes no liability for the information provided. Planning guidelines and details of the recent planning study for Indian Ocean Drive can be found at the following links [Planning guidelines - Indian Ocean Drive planning](#) and [Indian Ocean Drive Planning Study | Main Roads Western Australia](#)
 - c. No access is permitted to or from the Indian Ocean Drive. All access to construct the sign shall be from the local government road network.

CARRIED UNANIMOUSLY
8 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*





 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Map - Lot 1001 (51) Boobabbie Road, Guilderton</p>	<p>Scale: 1:21947</p>	<p>Date: 04/02/2025</p> 
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Moore River Café

10 Edwards Street,
Guilderton WA 6041
Tel: 95611651

The CEO Mr Aaron Cook and
Shire President Cr Wayne Fewster
Shire of Gingin
7 Brockman Street,
Gingin WA 6503

11 June 2024

Dear Aaron and Wayne,

RE: Support for a Moore River Tourism Initiative

I am writing to seek the support of the Shire of Gingin for a Moore River tourism initiative and that is also seeking a small amount of funding of \$10,418 (excl GST) through the Wheatbelt Development Commission via the Regional Economic Development Scheme.

As you well know, Moore River has been a popular tourism and recreation destination since the turn of the twentieth century. Whilst popular for well over a hundred years, in more recent times, the area has suffered from a lack of positive media attention and from negative social media attention, a topic I don't need to educate you on.

Whilst fortunately, this is no longer the case, this negative attention still impacts tourism in the area, as some perceptions still exist that the Moore River Café is closed, and local businesses are at odds with the Shire of Gingin. Whilst this is clearly not the case, this can be demonstrated by social media material that visitors to the area still see and talk about, and which impacts on visitor perceptions of the place. <https://www.abc.net.au/news/2023-02-09/guilderton-cafe-closes-locals-fed-up-tourist-town/101947492>

Additionally, a number of electronic marketing sites describe Moore River misleadingly and, in some cases, lead visitors with text and maps to places that are nowhere near Guilderton or the Moore River. For example, Tourism Western Australia describes Moore River as being "Only a two-hour drive north from Perth along the Brand Highway." <https://www.westernaustralia.com/au/places/moore-river/56b267ae2cbcbe7073ae18d1>. When clicking the Tourism WA site map, the map is of the Moore River National Park which has no visitor infrastructure and has no access to the Moore River.

Whilst the current marketing of Moore River is misleading, it should also be noted that the marketing of Guilderton as a town through Tourism Western Australia is similarly lacking in useful visitor information. For example, both the township of Guilderton and the Moore River Estuary according to the Tourism WA website suggests nowhere in Guilderton is there anywhere to stay or anything to eat. This is clearly not the case and must be rectified as soon as possible.

<https://www.westernaustralia.com/au/places/guilderton/56b267add5f1565045daade3> and <https://www.westernaustralia.com/au/attraction/moore-river-estuary/56b26739aeceaf773cfa0f4>

The tourism initiative that I am proposing is to rectify the current inaccurate social media and web-based information that exists about Moore River and Guilderton, assist the collaborators involved in this initiative to enhance and promote their tourism services, assist in the growth of tourism visitation and the development of new tourism products thus creating economic benefits and employment in the area. Furthermore, the marketing of Moore River needs to focus on the shoulder seasons, May and September and in winter when historically the area is quiet. With over two million people living an hour away, a proactive marketing approach during these times would significantly benefit the areas businesses.

Whilst Goldpage Investments Pty Ltd, trading as the Moore River Café, is the applicant for funding through the Regional Economic Development Scheme, a strong collaboration between other local

tourism businesses including Moore River Cruises, Moore River Boat Hire, Moore River Dinghy Hire, Moore River General Store, future Moore River Brewing Company, Branchy's Holiday homes (plus other holiday homeowners) and other tourism businesses will ensure the Moore River tourism initiative benefits the whole community by creating additional employment and the development of additional tourism business enterprises.

The initiative seeks to do the following initial things:

- Develop a www.mooreriver.com.au website to promote and market the tourism businesses in the area and participate in joint marketing and promotional strategies.
- Hold a number of local business workshops to inform and educate the owners and their staff in the use of tourism software to promote, grow and manage their tourism client needs.
- Establish third party integrations as part of the web site to enable web-based bookings for things to do, places to stay and places to eat. For example, enable direct bookings for river cruises, canoe and dinghy hire. In addition, links will enable visitors to be redirected to accommodation and food services. Information regarding recreational opportunities will likewise be made available through the website.
- Develop a large sign on private property south of the turnoff to Guilderton with an image of the Moore River to attract visitor traffic on Indian Ocean Drive and to show where Moore River actually is.
- Develop and implement a collaborative marketing plan to promote the Moore River area as an attractive tourism destination.
- Develop printed brochures and marketing material for promotion via visitor centres, accommodation businesses and other local tourism businesses as well as provide these to third parties selling commissionable Moore River products such as tour wholesalers and agents.
- Correct any electronic media which describes or places Moore River in an inaccurate way or location including the Western Australian Tourism page which directs tourists to the wrong location.
- Establish a network of agents selling Moore River accommodation, activities, tours and other services including tour wholesalers, inbound tour operators, tour companies and others by negotiating and paying commissions and making Moore River an attractive and sellable destination.
- Market Moore River in the shoulder seasons including May to September and in winter by targeting family, social and business groups from Perth.
- Implement a comprehensive Visitor Research Program to determine exactly who our visitors are, where they come from, why did they come, how often do they come, what did they expect and how did we deliver on their expectations as well as what do we have to do to improve.
- Establish an annual collaborators fee base to be part of the Moore River collaboration to pay for the upkeep of signage and electronic and printed media.
- Develop additional sustainable tourism product to attract new tourism markets and meet tourism demand.
- Remove the negative and inaccurate information on social media.

Funding is sought is for an amount of \$10,418 (excl GST) with contributions from collaborators of this initiative including \$11,418 cash contributions and \$3,600 of in-kind contributions. Collaborators in the project are all putting in \$1000.

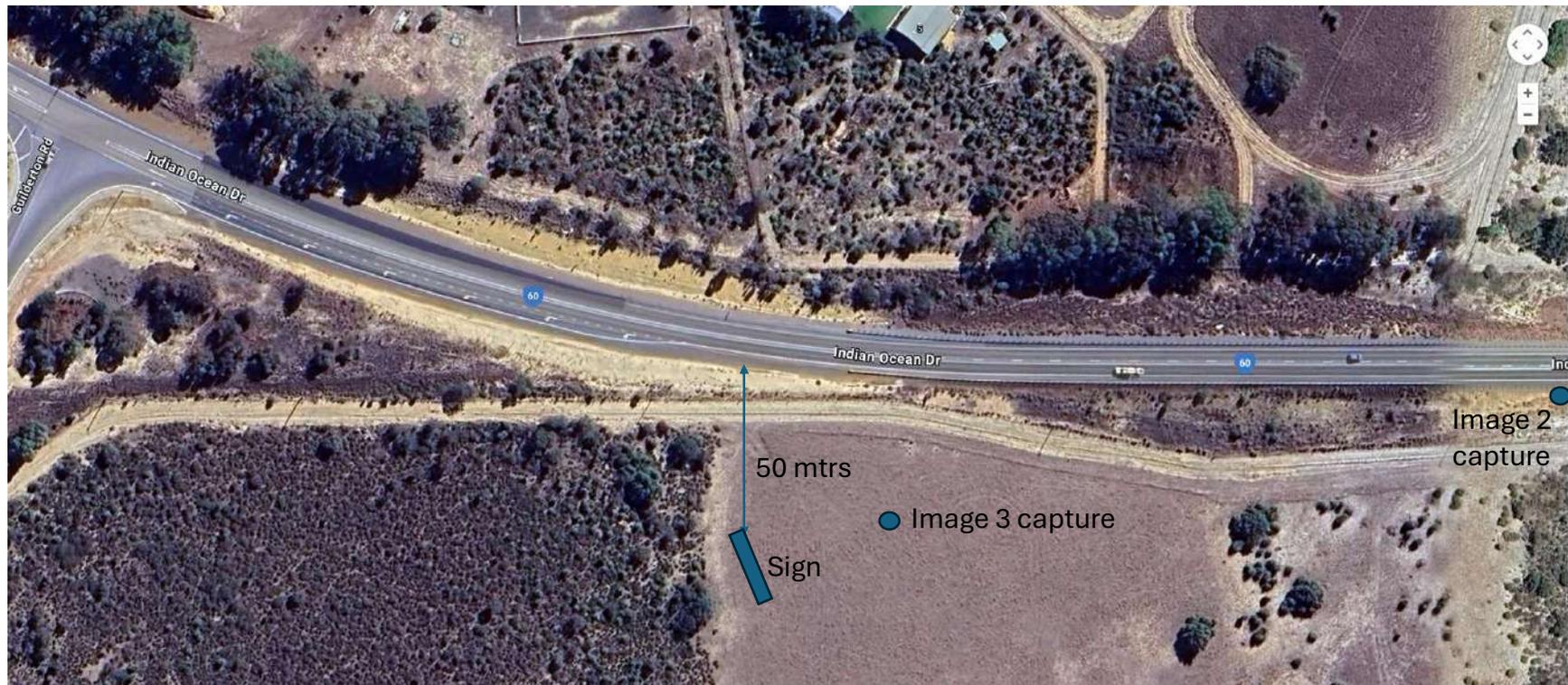
I would appreciate a letter or support for this initiative from the Shire of Gingin and would be very keen for the Shire to be a collaborator to assist in regard to this or any future tourism initiatives.

Yours Sincerely



Phil Smeeton

Location Plan



Site Dimensions

12.2 m x 2.44 m x 2.59 m)

Image 2







17 June 2024

Mr Phil Smeeton
Moore River Cafe
10 Edwards Street
GUILDERTON WA 6041

Dear Mr Smeeton

MOORE RIVER TOURISM INITIATIVE

Thank you for your correspondence regarding the above, I would like to take this opportunity to provide a letter of support from Council for this initiative.

Tourism and area promotion is always a difficult action to get right and is best driven by the businesses that operate in the tourist area and benefit from the increases in business opportunity as they can see what is effective and what is not.

The Shire of Gingin is growing rapidly across the entire Shire and, as such, the Administration and Council are primarily focused on day-to-day business activities and do not have a significant budget for area promotion. In addition to this, with five townsites and multiple Rural Residential Living Estates, for the Shire to conduct promotion it must be Shire focused and not specific to one tourist location.

The initiative that you have proposed is supported by Council and the Administration and meets with many of the Strategic Outcomes within the Shire of Gingin Strategic Community Plan. This type of activity, whilst focused on the Moore River and Guilderton area will have a positive effect on tourism across the entire Shire of Gingin.

If I can be of any additional support or provide information to support the grant application, please contact myself on aaron.cook@gingin.wa.gov.au or 0436 688 417.

Yours sincerely


Aaron Cook
Chief Executive Officer

File: ICP 249774



A: PO Box 510, Gingin WA 6503
T: (08) 9575 5100
E: mail@gingin.wa.gov.au
ABN: 85 679 704 946
W: www.gingin.wa.gov.au

SCHEDULE OF SUBMISSIONS AND OFFICERS RESPONSES

DEVELOPMENT APPLICATION: PROPOSED ADVERTISING SIGN ON LOT 900 GUILDERTON ROAD, GABBADAH

No.	Submitter	Submission details	Applicants' response
1.	MRWA	<p>The submitter provides the following general comment:</p> <p><i>Main Roads has no objections subject to the following advice:</i></p> <ul style="list-style-type: none"> a) <i>Main Roads has reviewed and approved the Advertising Application. The Development Application is consistent with the Advertising Application that was received.</i> b) <i>The upgrading/widening of the Indian Ocean Drive is not in Main Roads current 4-year forward estimated construction program and all projects not listed are subject to change without notice. Main Roads assumes no liability for the information provided. Planning guidelines and details of the recent planning study for Indian Ocean Drive can be found at the following links Planning guidelines - Indian Ocean Drive planning and Indian Ocean Drive Planning Study / Main Roads Western Australia</i> c) <i>No access is permitted to or from the Indian Ocean Drive. All access to construct the sign shall be from the local government road network.</i> 	Noted.

**14.8 APPLICATION FOR DEVELOPMENT APPROVAL - STAFF/WORKERS
ACCOMMODATION - LOT 6 (7) IOPPOLO ROAD, BREERA**

File	BLD/7681
Applicant	Nicholas Smith
Location	Lot 6 (7) Ioppolo Road, Breera
Owner	Nicholas Smith
Zoning	General Rural
WAPC No	N/A
Author	Ross Harper – Planning Officer
Reporting Officer	James Bayliss - Executive Manager Regulatory and Development Services
Refer	Nil
Appendices	<ol style="list-style-type: none"> 1. Location Plan [14.8.1 - 1 page] 2. Aerial Plan [14.8.2 - 1 page] 3. Applicant's Proposal [14.8.3 - 5 pages]

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for Staff/Workers' Accommodation on Lot 6 (7) Ioppolo Road, Breera.

BACKGROUND

The subject lot is 315 hectares in area and currently contains a single house. The property is primarily used for cattle farming.

The proposal seeks approval to construct an additional dwelling to serve as accommodation for staff/workers.

Council consideration is required as Administration does not have delegated authority to approve an 'A' use class.

A location plan and aerial photograph is provided (**see appendices**).

The applicant's proposal is provided (**see appendices**).

COMMENT

Stakeholder Consultation

The application was advertised in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. This included advertising to surrounding landowners and a development sign placed on the verge of the property.

The Shire received no objections during this period.

PLANNING FRAMEWORK

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

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

- a) *Managed the 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 circumstance where they demonstrate compatibility;*
- 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 proposal is viewed as being consistent with the above objectives.

The use class 'Staff/Workers Accommodation' is defined as follows:

Means shared self-contained living accommodation (separate to a single dwelling) used for the accommodation of persons directly employed in an approved activity carried out on the Lot and does not include Caretakers Dwelling.

The use class 'Staff/Workers Accommodation' is an "A" use in the General Rural zone, meaning the land use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 64 of the deemed provisions.

The development will be occupied by persons employed directly in relation to the cattle grazing operation onsite. Conditions of approval will reflect this requirement.

Setbacks

In accordance with Table 2 – Site Requirements of LPS 9, all structures are to be set back in excess of the required 20m. The development is set back in excess of the 20m and is therefore compliant.

An assessment against the general development standards under LPS 9 is outlined in the table below:

CI 4.8.6 – General Rural	Officer Comment
4.8.6.2 No more than one single dwelling house shall be erected on a lot zoned General Rural unless the Local Government is satisfied that an additional house is necessary or desirable for the continuation of a bona fide agricultural activity and is satisfied that the land can be adequately serviced, surrounding amenity is not adversely impacted on or any other consideration it considers relevant.	The proposal consists of an additional dwelling to be used by an onsite manager of the existing cattle farm, which is a bona fide agricultural use.
4.8.6.3 The presence of more than one dwelling unit on a lot in the General Rural zone shall not be considered by itself to be sufficient grounds for subdivision.	N/A
4.8.6.4 No dwelling shall be erected unless the lot is connected to a reticulated water supply or the local government is satisfied there is an adequate potable water supply consisting of a roof water tank of not less than 90,000 litres, a bore, well, spring, soak or dam.	The dwelling will be connected to a potable water supply, with conditions to this effect.

4.8.6.5 Fencing shall conform to the standard of rural fencing in the district, and the use of solid panel fencing except in the immediate vicinity of the residence will only be permitted with the approval of local government.	No fencing proposed.
4.8.6.6 No natural vegetation shall be removed without prior written approval of local government, unless its removal is necessary for construction of a building, firebreak or boundary fence.	No vegetation removal is proposed.
4.8.6.7 The siting and design of any buildings on any lot should not significantly impact on the natural vegetation or visual landscape amenity of the site.	The proposal does not negatively impact natural vegetation or visual amenity of the site.
4.8.6.8 The keeping of horses, sheep, goats and other grazing animals, where permitted shall not exceed the stocking rated recommended by Agriculture Western Australia for the applicable pasture types.	N/A
4.8.6.9 Local government may, at its discretion, permit the uses “retirement village” and “aged persons accommodation” in the General Rural zone, but only within the Gingin townsite (as defined by the suburb boundary), and subject to appropriate zoning of the site at a later stage.	N/A

In view of the above, the development satisfies the relevant provisions of LPS 9.

Summary

The officer supports the development subject to conditions.

STATUTORY/LOCAL LAW IMPLICATIONS

Planning and Development (Local Planning Scheme) Regulations 2015

Local Planning Scheme No.9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2024-2034

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

VOTING REQUIREMENTS - SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Stewart

That Council grant Development Approval for Staff/Workers' Accommodation on Lot 6 (7) Ippolo Road, Breera subject to the following conditions:

1. The land use and development shall be undertaken in accordance with the approved plans and specifications, including the directions written in red ink by the Shire, unless otherwise conditioned in this Approval.
2. This approval is for Staff/Workers' Accommodation only as indicated on the approved plans.
3. The landowner is required to ensure that the development complies with the definition of Staff/Workers Accommodation under Local Planning Scheme No. 9 (as amended) at all times and relates only to employees associated with onsite agricultural uses.

4. Prior to occupation, the development is to be connected to a potable water supply that consist of at least a 90,000L tank that is capable of being replenished, 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: Further to this approval, the landowner 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 3: 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 4: The development is to comply with the definition of 'Staff/Workers Accommodation' under Local Planning Scheme No. 9 (as amended) which states:

Means shared self-contained living accommodation (separate to a single dwelling) used for the accommodation of persons directly employed in approved activity carried out on the Lot and does not include a Caretakers Dwelling.

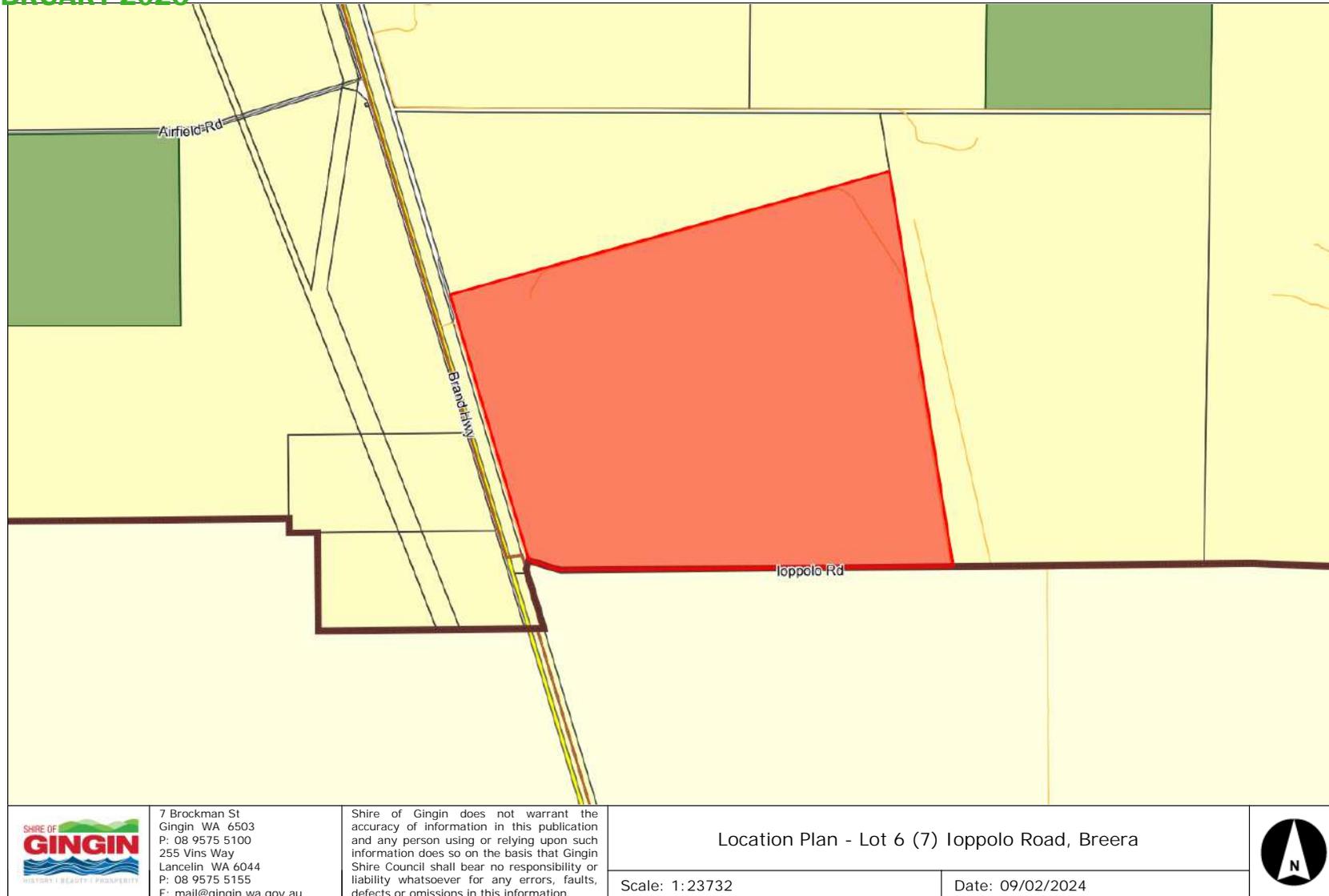
Note 5: This planning approval shall not be construed as an approval or support of any kind for any other planning-related application (including subdivision) on the subject land.

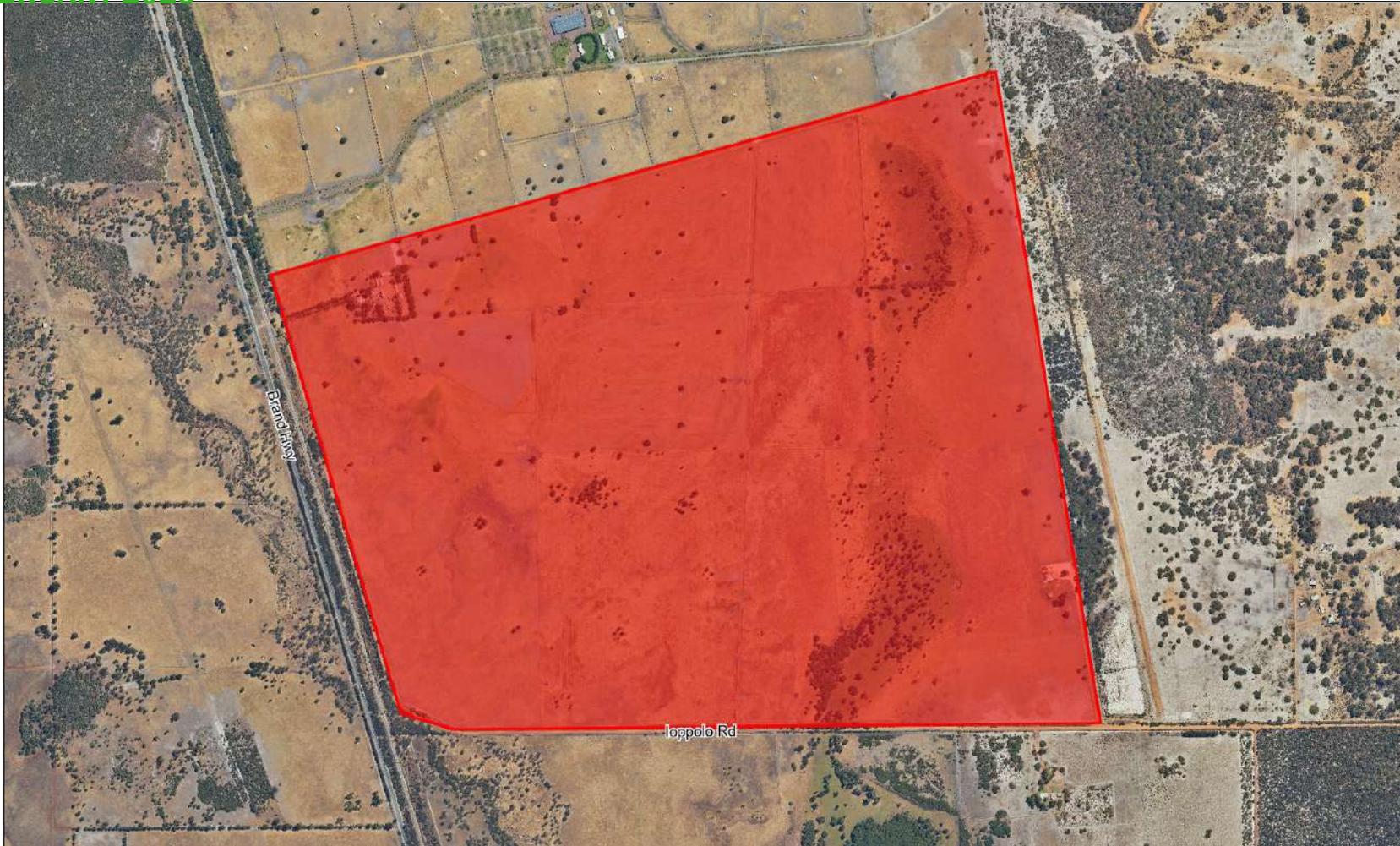
CARRIED UNANIMOUSLY

8 / 0

FOR: *Councillor Balcombe, Councillor Johnson, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Vis, Councillor Woods and Councillor Weeks*

AGAINST: *Nil*





 <p>SHIRE OF GINGIN HISTORY • BEAUTY • PROSPERITY</p>	<p>7 Brockman St Gingin WA 6503 P: 08 9575 5100 255 Vins Way Lancelin WA 6044 P: 08 9575 5155 E: mail@gingin.wa.gov.au</p>	<p>Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	<p>Aerial Plan - Lot 6 (7) Ioppolo Road, Breera</p>	<p>Scale: 1:15189</p>	<p>Date: 09/02/2024</p> 
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COVER LETTER

Shire of Gingin

To whom it may concern,

I hope this letter finds you well.

I am writing in regard to the building application of the proposal for a dwelling, as defined by clause 3.2.7; relates to development on General Rural zoned land, at 7 Ioppolo Road, Breera 6503 (lot 6).

We are proposing the development of a residential dwelling, suitable to house an onsite manager, with a potential family. As I am planning on retiring, my son Tristan Smith, is overseeing the running of the cattle and farming operations, he will require a live in Manager for day-to-day management and operations.

Prior to this proposal, there was an existing 4x1 managers dwelling. This was demolished (October 2022) due to unsafe living standards, in a beyond repair condition. The proposed development will replace this.

We will remain in our current original 1950's farmhouse, for a base to return to whilst we plan to travel. The farm will remain our permanent reside. With my son now overseeing farming operations, he will need a live in manager for the day-to-day operations.

With kind regards,

Nicholas Smith

7 Ioppolo Road, BREERA WA 6503

[REDACTED]

[REDACTED]

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
14.8.3**



**Floor Plan
1:100**

4th December 2024

Summary of changes after phone call with Nick

- All full height windows to 2143 height so all opening heads are equal around the home
- 2 x 1810 sliding doors changed to a single 2143x3610 4 panel sliding Fixed/SD/SD/Fixed
- Roof pitch to 22 degrees
- Windows on Elevations 2 and 4 removed

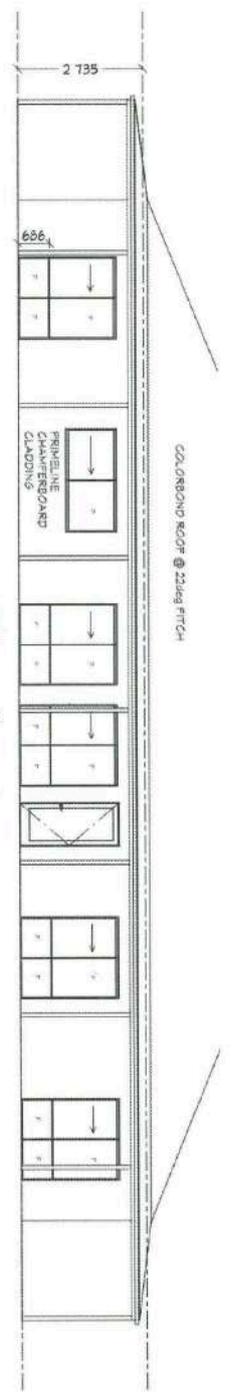
 <p>STRAIGHT EDGE STEEL FRAME HOMES</p>	Job No.	Client	Job Location	Drawing Date	<p>COPYRIGHT 2023</p> <p>THESE DESIGNS ARE STRICTLY THE PROPERTY OF FOOTBOLT PTY LTD TRADING AS 'STRAIGHT EDGE STEEL FRAME HOMES'</p>
	Dwg No.	Nick and Sue Smith	Ippolo Rd Breera	Issued 04/12/2024	
	Scale			Drawn By SCOTT ELSLEY	
STEEL FRAME HOMES, COMMERCIAL BUILDINGS AND ADDITIONS.	35a Contour Drive, Mullaloo 6027 Ph 0416 167 553		Email : straightedge@inet.net.au www.steelframehomes.net.au	Management	Client

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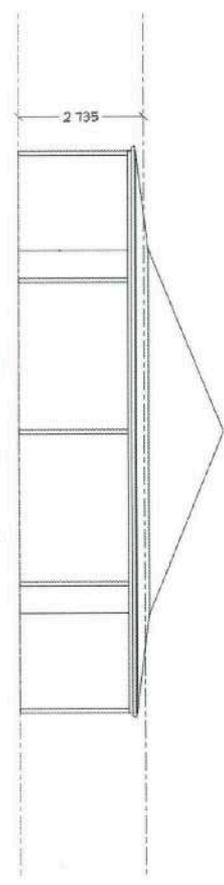
**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

**APPENDIX
14.8.3**

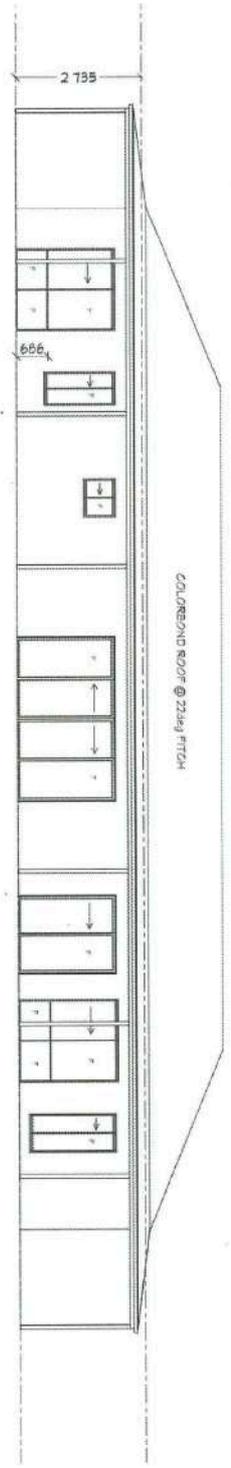
		Job No. Drawing No. Scale	Client Nick and Sue Smith	Job Location Ioppolo Rd Braeora	Drawing Date Issued 04/12/2024 Drawn by SCOTT ELSLEY	COPYRIGHT 2023 THESE DESIGNS ARE STRICTLY THE PROPERTY OF FOOTCOTL PTY LTD TRADING AS STRAIGHT-EDGE STEEL FRAME HOMES
STEEL FRAME HOMES COMMERCIAL BUILDINGS AND ADDITIONS 355 Oudard Drive, Malibon 6227 PH 0418 187 833		Email: sales@straightedge.net.au www.straightedgehomes.com.au		Management Client		



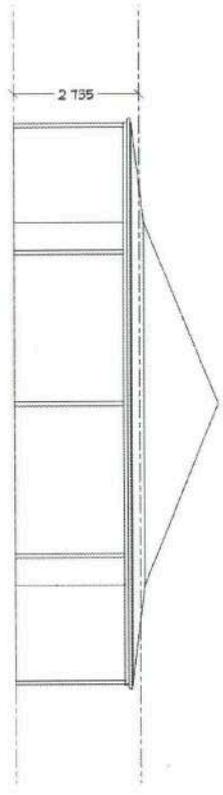
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Elevation 2



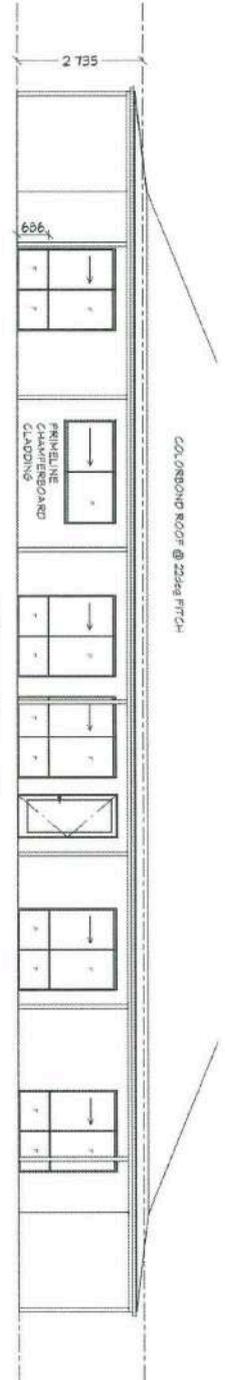
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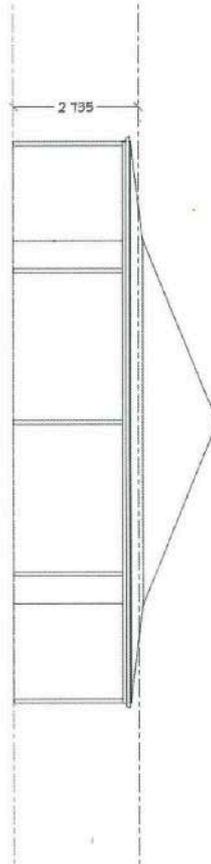
Elevation 4

**MINUTES
ORDINARY COUNCIL MEETING
18 FEBRUARY 2025**

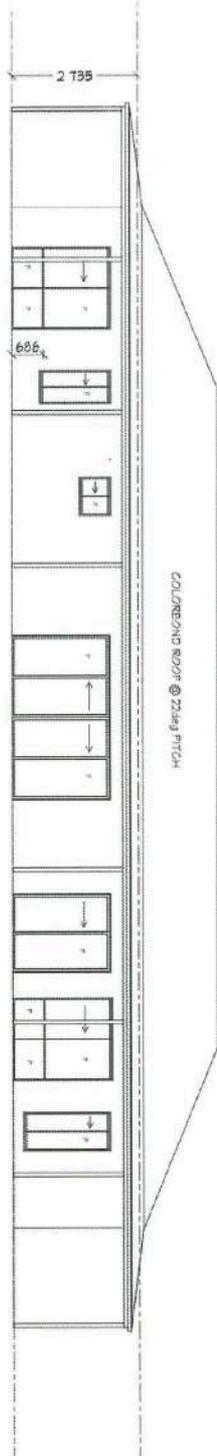
**APPENDIX
14.8.3**



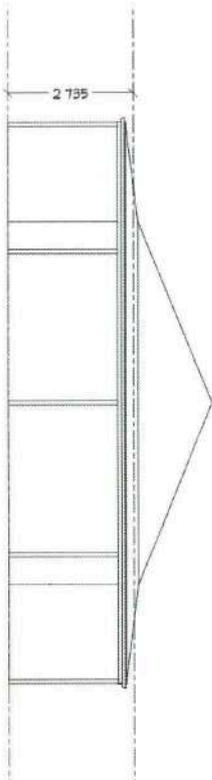
Elevation 1



Elevation 2



Elevation 3



Elevation 4

 <p>SE STRAIGHT EDGE STEEL FRAME HOMES</p>		<p>Job No. _____</p> <p>Draw No. _____</p> <p>Scale _____</p>	<p>Client Nick and Sue Smith</p>	<p>Job Location Ioppolo Rd Breera</p>	<p>Drawn Date 04/12/24</p> <p>Drawn By SCOTT E.S.</p>	<p>COPYRIGHT 2023</p> <p>THESE DESIGNS ARE STRICTLY THE PROPERTY OF FOOTCULT PTY LTD. TRADING AS "STRAIGHT EDGE STEEL FRAME HOMES"</p>
<p>STEEL FRAME HOMES, COMMERCIAL BUILDINGS AND ADDITIONS</p>		<p>36a Colmar Drive, Mulhovo 6027 Ph 0416 167 830</p>	<p>Email: straightedge@net.net.au www.straightedgehomes.net.au</p>	<p>Management _____</p> <p>Client _____</p>	<p>15007</p> <p>7/2023</p>	

15 REPORTS - OPERATIONS AND ASSETS

Nil

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

17 COUNCILLORS' OFFICIAL REPORTS

17.1 CR FRANK JOHNSON

I went along with Cr Balcombe, Cr Sorensen and the CEO to the unveiling of the Purple Bench opening on the Guilderton foreshore, in honour of my wife and attended the Lower Coastal Neighbourhood Watch meeting.

17.2 CR LINCOLN STEWART

I attended the WALGA Avon Midland Zone meeting on 17 February 2025.

17.3 CR ERIK SORENSEN

Cr Johnson and I attended the Lower Coastal Neighbourhood Watch Meeting and unveiling of the Purple Bench at Guilderton.

17.4 CR LINDA BALCOMBE

I attended the Guilderton Community Association AGM alongside Cr Kestel, Cr Sorensen and Cr Stewart, it was an interesting meeting. The Association is still without a President, there were great discussions regarding parking in the town.

I attended the Australia Day celebration with most other Councillors and felt humbled to be able to officiate at a Citizenship Ceremony and to hand out 2 new Freeman Awards to Robert Brodie-Hall and Bob James.

I was immensely proud of our community and the high quality of our award nominees and winners, and I would like to thank the Shire's Community Development staff for organising such a great day.

The CEO and I attended the unveiling of the Purple Bench in Guilderton in the memory of Dr Carolyn Johnson and attended the Lower Coastal Neighbourhood Watch meeting, which was well attended.

17.5 CR NIKKI WOODS

I attended the Australia Day long table dinner in Wannamal, it was their 10th anniversary, it was an amazing day.

I also attended the Australia Day Celebrations at Neergabby and the Local Emergency Management Committee meeting on 12 February 2025.

17.6 CR ANDREA VIS

I attended the Australia Day Celebrations at Neergabby. Thank you to everyone involved, it was fantastic. Thank you for the opportunity to speak, I love being able to present at those things.

18 NEW BUSINESS OF AN URGENT NATURE

Nil

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

Nil

20 CLOSURE

There being no further business, the President declared the meeting closed at 4:29pm.

The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 18 March 2025, commencing at 3.00 pm.