MINUTES

ORDINARY MEETING

OF COUNCIL

17 DECEMBER 2019

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ORDINARY MEETING OF COUNCIL
HELD ON 17 DECEMBER 2019

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SHIRE OF GINGIN

MINUTES OF THE ORDINARY MEETING OF THE SHIRE OF GINGIN HELD IN THE COUNCIL CHAMBER ON TUESDAY, 17 DECEMBER 2019 AT 3.10 PM

DISCLAIMER

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

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

ORDER OF BUSINESS

1. DECLARATION OF OPENING

The Shire President declared the meeting open at 3.10pm and welcomed those in attendance.

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2. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – C W Fewster (Shire President), J K Rule (Deputy Shire President), J Court, F J Johnson, J Morton, J C Lobb, F J Peczka and A R Vis.

Staff – A Cook (Chief Executive Officer), Z Edwards (Acting Executive Manager Corporate and Community Services) (from 3.11pm), A Butcher (Executive Manager Operations), B Kelly (Executive Manager Regulatory and Development Services), J Bayliss (Acting Manager Statutory Planning), M Tallon (Statutory Planning Officer), P Barrett (Community Emergency Services Manager) and O Edwards (Minute Officer).

Gallery – There was one member of the public present in the Gallery (3.16pm)

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Councillor L Balcombe

3. DISCLOSURES OF INTEREST

3.1 Councillor C W Fewster

Item 11.3.3 Application for Development Approval - Water Tank for Firefighting Purposes Associated with Fellmongering Shed on Lot 195 Cockram Road, Lennard Brook

Councillor Fewster declared a financial interest in this item due to the fact he has business dealings with the property owners/proprietors of the Gingin Abattoir.

3.2 Ziggy Edwards – Acting Executive Manager Corporate and Community Services

Item 11.3.3 Application for Development Approval - Water Tank for Firefighting Purposes Associated with Fellmongering Shed on Lot 195 Cockram Road, Lennard Brook

The Acting Executive Manager Corporate and Community Services declared a proximity interest in this item due to the fact she is a neighbour.

3.3 Councillor F J Peczka

Item 11.3.6 Application for Amended Development Approval - Proposed Additional Use (Child Care Premise) on Lot 11 (No. 117) Gingin Road, Lancelin

Councillor Peczka declared a proximity interest this item due to the fact he has a neighbouring not for profit business.

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4. PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

Nil

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5. PETITIONS, DEPUTATIONS AND PRESENTATIONS

5.1 PETITIONS

Nil

5.2 DEPUTATIONS

Nil

5.3 PRESENTATIONS

Nil

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6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

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7. CONFIRMATION OF MINUTES

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Vis

That the Minutes of the Ordinary Council meeting held on 19 November 2019 and the Special Council meeting held on 3 December 2019 be confirmed.

CARRIED UNANIMOUSLY

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8. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The Shire President expressed his sincere thanks to all those involved in the fires from Yanchep to Woodridge and the Mogumber fire, including the fire fighters, volunteers, Red Cross and Shire staff.

He gave a special thanks to the Shire's CEO, EMO, Recovery Officer, Coordinator Corporate Planning, PA to the CEO and the Operations team for their combined efforts.

The Woodridge community was very fortunate not to lose any infrastructure, and if the strong winds had persisted for longer then it may have been a very different outcome.

The amount of support received from other Shire representatives and community members was exceptional, and an offer for support from WALGA President Cr Lynne Craigie was very much appreciated. City of Wanneroo Mayor Tracey Roberts had also requested that he extend her thanks to everyone for their assistance.

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9. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

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

Nil

11. REPORTS

11.1. OFFICE OF THE CEO

11.1.1 COASTAL EROSION MITIGATION - GRACE DARLING PARK AND EDWARD ISLAND POINT ACCESS, LANCELIN

File:	A4340; ENV/17	
Reporting Officer:	Aaron Cook – Chief Executive Officer	
Report Date:	17 December 2019	
Refer:	16 July 2019 15 October 2019	Item 11.1.2 Item 11.1.4
Appendices:	Nil	

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a number of proposals put forward by Councillor Peczka in relation to the resolution of Council made with respect to Item 11.1.4 at the Ordinary Council meeting on 15 October 2019.

BACKGROUND

At its meeting held on 15 October 2019 (Item 11.1.4), Council gave consideration to a report outlining the issues that Council was facing with respect to coastal erosion and advice that the Shire had received during a meeting with the Department of Transport and the Department of Planning, Lands and Heritage.

Council's subsequent resolution in relation to this item was significantly based on information provided by Departmental representatives, and conversations between the Chief Executive Officer and Elected Members at Concept Forum.

The resolution reads as follows:

That Council agree to:

1. *Undertake the preparation of a Shire of Gingin Inundation Study;*

2. *Apply for funding from the Coastal Management Plan Assistance Program to enable the preparation of an Asset Relocation Program;*

3. *Review and update the Shire's CHRMAP with new information gained as a result of Parts 1 and 2 (above);*

4. *Allocate $40,000 per annum from Coastal Erosion Levy funds for sand renourishment works to be undertaken as and when required, investigating the utilisation of sand from the Shire's own resources. Any funds not utilised are to be rolled over or utilised for other beach management works in restoring sand dunes;*

5. *Continue to politically activate the State and Federal Governments for assistance into preparing a report into long term action to protect coastal communities;*

6. *Notify the Department of Fire and Emergency Services that the Shire of Gingin will not be providing protection for the Lancelin Volunteer Marine Rescue building in the immediate future and as such the Department needs to seriously consider the future of the building;*

7. *Establish trigger points within the Grace Darling Park reserve for the removal of infrastructure should erosion reach that point despite the sand renourishment program;*

8. *Prepare a communication plan to notify residents of Council's intent, and actions to be progressed, in relation to this matter including a public meeting which the Department of Transport and Planning will be requested to attend to support the Shire's position;*

9. *Acknowledge that the Shire of Gingin will cease any further action with respect to addressing coastal erosion through infrastructure works until such time as adequate funding is received through the State or Federal Government to undertake a full study into the reasons for erosion, environmental impacts, potential for inundation and solutions;*

10. *Undertake investigation into the potential for strategic sand placement to provide long term protection to the Shire's caravan park and other areas by bringing in in sand to build dunes and establish vegetation;*

11. *Continue to apply for funding to perform coastal care works; and*

12. *Approve the progression by Shire officers of a proposal for the long term relocation of the Shire's public toilets from Grace Darling Park to an alternative location through the provision of a public toilet facility that will provide a minimum life span of 20-30 years.*

At the Council meeting held on 19 November 2019, Councillor Peczka presented an item for consideration as New Business of an Urgent Nature that proposed to revoke portions of the resolution above. However, the motion to accept the matter for consideration as New Business of an Urgent Nature was lost.

At the Concept Forum on 3 December 2019, direction was sought from Council as to whether staff time should be allocated to the preparation of an Officer Report with respect to this matter for formal consideration by Council. As a result of this discussion Councillors requested that the Chief Executive Officer prepare an item for the Ordinary Meeting of Council on 17 December 2019, if possible.

COMMENT

Councillor Peczka has provided the following information in support of his request to rescind portions of the resolution of Council from 15 October 2019. The author has responded separately to each item raised.

1. *Council favoured the **"protection" pathway** for its coastline for the short term, particularly in gazetted town site areas in preference to a "Managed Retreat" option – managed retreat being too costly and we have not established the "Beneficiary" of managed retreat, who is going to pay, whether State or Commonwealth or local government or the private sector and in the end the residents of Lancelin, in particular, need to be communicated with ONCE the CHRMP has been reviewed and the Inundation Report is completed.*

   Response: Council has never resolved any "pathway" for its coastline but did follow the process to look to protect the Grace Darling Park area, which quickly grew into also protecting a much larger area including the Edward Island Point Track and a portion of the Lancelin Caravan Park.

   There has never been a study undertaken into the cost of retreat, and it is agreed that it is very clear that the question of which tier of Government (Federal, State or Local) will cover the cost of retreat if required remains unresolved.

2. *Both State and Federal Governments to be approached to ascertain their respective positions – we are continuously reminded of adopting a "shared responsibility" from all tiers of Government and either advocate and/or ascertain support from the top two tiers of Governments, yet we are on a "non-committal pathway" from these tiers of Government.*

   Response: Parts 5 and 9 of Council's resolution of 15 October 2019 address the need to lobby both Federal and State Governments for proper reporting to provide local government with a way forward, including seeking funding.

3. *Council, with the community, is encouraged to undertake a more manageable approach to protect our coastline and township for the interim period until more "certainty" and "clarity" has been achieved via further reports and further consideration by Council as a whole and in association with the affected Community.*

   Response: This is the intent of the current resolution of Council, as it ceases any infrastructure works until the required reporting, requested by the State, has been provided and the CHRMAP has been updated. This way, if Council chooses to take a path other than sand renourishment, it will hopefully have the documentation to support the action and enable the submission of applications for funding.

4. *More importantly and a priority for Council is to consider its own Community Social Capital and Community Engagement protocol, particularly if Council has adopted and/or entering a "Managed Retreat of Assets" Pathway, what happens to the balance of the community with taking this pathway – what will be the cost, who will be responsible and when we will know what if any compensation will be considered by the top two tiers of Government.*

   Response: As was stated in the response to Point 1, Council has not resolved to support or pursue any pathway, either Retreat or Protect. Given Part 4 of Council's October resolution which ensures an annual budget allocation for ongoing sand renourishment, it could be argued that Council's chosen pathway at the present time is "Maintain".

The comment that Council is "entering a Managed Retreat of Assets" refers to Parts 7 and 12 of Council's resolution, which acknowledge that the Shire may need to remove infrastructure and, in the long term, relocate the Grace Darling Park public toilets in the event that erosion encroaches to the point where the public toilets are structurally compromised and the septic tanks and leach drains have to be removed.

This acknowledgement relates specifically to Grace Darling Park and is intended to ensure that public health and safety, and the ecology of the bay, are not placed at threat, and that discussions can be held with Council to take immediate action should it be required. It does not mean that Council has formed any opinion that public and/or private assets generally are to be forced into retreat. Council has not formed any opinion on this matter.

5. *Council Community Engagement protocols and standards remain in an "unresolved state" where there appears to be no further consideration and/or no end consultation made to the duly appointed Council Coastal Erosion Working Group being a key group to consider all matters relating to Coastal Erosion i.e. the Working Group had no further input to its recommendation and certainly did not meet to consider/assess and recommend a tender to the Council.*

Response: Members of Council's Coastal Erosion Working Group, now a Council Committee, were included in the meeting with the Department of Planning, Lands and Heritage and Department of Transport, and also were present at the Concept Forum where the Chief Executive Officer discussed the progression forward.

The information from the consultant regarding the detailed design of the sea wall was also provided to all Elected Members. This information included the consultant's estimated costing for the construction of the wall, which was nearly double what was first discussed thereby making financing of the project impossible without Federal or State funding.

All Elected Members were also informed of advice from Departmental officers that, should Council choose to go ahead with the wall construction without State support, then the Shire of Gingin would "be on its own" and solely responsible for all future costs and liabilities. As discussed, this risk is uninsurable and could cripple Council's finances.

6. *Council Community Engagement protocols and standards remain in an unresolved state when **no** further consideration is given and/or consultation was NOT given to convening and hosting a Public Meeting on Managed Retreat. This action would be recognition given to the large number of local residents involved in the local public meeting who raised the issue of extreme concern some fourteen (14) months previously on the state of Grace Darling Park and continued access to Edward Island Point. It is of concern that we as Council have not consulted and communicated any forward process, both immediate and short term, until major questions and absolute commitment has been received from both Commonwealth and State Governments determining their processes of firstly coastal erosion and secondly coastal inundation when consideration is given to Council's forward ideal position of "Managed Retreat".*

Response: Point 8 of Council's resolution states that officers are to prepare a communication plan specifically for the purpose of advising residents of Council's intentions and actions to be progressed in relation to this matter. Officers have continued to provide information to the Lancelin community through press releases and Face Book video releases etc.

It is also noted that members of the Stakeholder Group associated with the Coastal Erosion Working Group/Committee were informed of Council's decision, why it was made urgently and how Council will be progressing forward. Although some members of the Group were disappointed, all understood the reasons for Council's decision. Over the intervening period, despite the information filtering out to the community at large through various forms of media and communication from Stakeholder Group members, Administration has received no phone calls expressing concern, or requesting a public meeting. This doesn't mean that a meeting may not be needed, but does suggest to the author that there is a reasonable level of understanding in the community.

7. *Access Track to Edward Island Point to remain open for the enjoyment of local residents, visitors and tourist – both international and interstate, the amenity and value to appreciate what the Greater Grace Darling Park Reserve presents to the public is enormous.*

Response: The track will be reopened shortly after the renourishment is undertaken and this has been discussed with the Executive Manager Operations. However Administration will need to close the track should it be compromised again in the future, which appears likely.

The future of this access track, together with other beach accesses, will need to be properly considered in the future by Council.

8. *Adoption of the previous 12 point resolution as stated within the background* [to Councillor Peczka's proposed item of New Business of an Urgent Nature]*, will create more concerns and raise further questions to Council and to the Community, we must wait until the study is completed and review our situation then. To adopt a Managed Retreat option without extensive consultation with Council's affected communities is not an acceptable community engagement standard, proto-color strategy.*

Response: As has been stated prior Council does not have a position of Managed Retreat.

Council's existing resolution allows for and encourages the Shire of Gingin to work with the State to have an Inundation Study completed, to then update the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP), and to then assess if the recommendations change. It is noted that any proposed significant work other than that in accordance with the CHRMAP will need to be justified by Council in order to seek State approval and funding.

9. *We need to be clear who is sharing the burden and we need to be clear who is responsible and we need to be clear what rights are left with property owners that may or may not be in the "firing line" that is yet to be determined until an inundation study is completed.*

   Response: The Inundation Study will not address the matter of who will be sharing the burden or loss of impacts on residences. This is where the Council and other local governments need to have clear direction from the State as per Part 5 of the existing resolution.

10. *What further remains clear is that the Coastal Inundation Study for the Shire's coast line needs to be completed and we wait for the acceptable range of solutions and resultant recommendations.*

    Response: The Inundation Study will not provide solutions. This report will address the identification of impacted areas etc so that the Shire can plan appropriately. It can then be used to discuss impacts with the State so that a potential Social and Economic Impact Assessment can be prepared that will identify the best option to progress forward, which is addressed and supported by the State.

11. *What we do know is that "sand renourishment" is an acceptable treatment established by the State Government, by Engineering Consultants and by the Council.*

    Response: Correct and this is recognised by Parts 4 and 10 of Council's resolution.

12. *As a result, sand renourishment programs should continue to be implemented at the greater "Grace Darling Park" reserve area and the close proximity of the northern section of Edward Island Access Track during at least two (2) times of the year; e.g. December and July.*

    Response: Agreed and this is the purpose of Part 4 of Council's resolution. It is noted that Council has never had a pro-active sand renourishment budget allocation previously. As such, this is a benefit for the maintenance of the area. It is noted that this will take some time to address at times of the year when the lime sand industry is busy, as this is where we currently access the sand.

Based on the points listed above, Councillor Peczka has proposed that the resolution from 15 October 2019 be rescinded and puts forward the following motion in its place:

That Council agree to:

1. *Undertake the preparation of a Shire of Gingin Inundation Study;*

2. *Review and update the Shire's CHRMAP with new information gained as a result of the above study.*

3. *Allocate $40,000 per annum from Coastal Erosion Levy funds for sand renourishment works to be undertaken at Grace Darling Park and Edward Island Access Track where eroded now prior to Christmas and then during winter. Investigate if necessary, the utilisation of sand from the Shire's own resources.*

4. *Continue to politically activate the State and Federal Governments for assistance into preparing a report into long term action to protect coastal communities including Financial Assistance.*

5. *Open the Edward Island Access Track to the public until greater certainty and direction is achieved with completion of the Coastal Inundation Report.*

6. *Prepare a communication plan to notify residents of Council's intent, and indicative actions to be progressed, in relation to this matter.*

Whilst the six recommended action points proposed by Councillor Peczka address many of the issues, the items proposed to be rescinded remove the ability of Council to progress several vital issues. The sections of the existing resolution that are not addressed in Councillor Peczka's proposal are as follows:

2. *Apply for funding from the Coastal Management Plan Assistance Program to enable the preparation of an Asset Relocation Program;*

   This action was recommended by Departmental Officers in order to assist Council in progressing forward and is being assessed for presentation to the Coastal Erosion Committee. It must be noted that this assessment will provide Council with the ability to have a report that shows the extent of potential assets, both privately-owned and public, that might need to be relocated, allowing Council to fight for assets infrastructure over relocation if that is the most cost effective action. It is proposed that this point within the original resolution remain.

3. *Review and update the Shire's CHRMAP with new information gained as a result of Parts 1 and 2 (above);*

   If the second grant is actioned then this information would be included in the CHRMAP document as is requested by the State. It is recommended that this point in the original resolution remain.

4. *Allocate $40,000 per annum from Coastal Erosion Levy funds for sand renourishment works to be undertaken as and when required, investigating the utilisation of sand from the Shire's own resources. Any funds not utilised are to be rolled over or utilised for other beach management works in restoring sand dunes;*

   Although Councillor Peczka's proposed motion includes the allocation of $40,000 for sand renourishment it does not include wording that provides protection over potential unused funds. Providing the ability to roll over funds is important, as some years may be worse than others and other beach management works and dune restoration works can potentially greatly reduce future impacts. As such, it is recommended that this point be retained in its current form.

5. *Continue to politically activate the State and Federal Governments for assistance into preparing a report into long term action to protect coastal communities;*

   Councillor Peczka's alternative wording removes the words "including financial assistance". Without financial assistance the Shire of Gingin will not be able to work through this matter and, as such, the recommendation is to retain this point as is.

6. *Notify the Department of Fire and Emergency Services that the Shire of Gingin will not be providing protection for the Lancelin Volunteer Marine Rescue building in the immediate future and, as such, the Department needs to seriously consider the future of the building;*

   Councillor Peczka proposes that this item be removed. This cannot occur as Administration has already informed DFES of Council's resolution in this regard, and the statement is correct as no protection is currently being provided.

7. *Establish trigger points within the Grace Darling Park reserve for the removal of infrastructure should erosion reach that point despite the sand renourishment program;*

   The angst around this point is understood, however Council has a legal and moral obligation to ensure that assets do not affect the natural environment and this includes the Grace Darling Park public toilets including septic tanks and leach drains. With the upgrade of the Cunliffe Street area, the potential to allocate areas for the infrastructure within Grace Darling Park is real and would provide the assets with a much greater lifespan than the current location. As such it is proposed to retain this resolution point.

8. *Prepare a communication plan to notify residents of Council's intent and actions to be progressed in relation to this matter including a public meeting which the Department of Transport and Planning will be requested to attend to support the Shire's position;*

   Officers have continued to provide information to the Lancelin community through press releases and Face Book video releases etc. It is also noted that the Stakeholder Group associated with the Coastal Erosion Working Group/Committee was informed of Council's decision, why it was made urgently and how Council will be progressing forward. More communication will continue to be provided to the Lancelin and greater community and, as such, it is proposed that this point be retained.

9. *Acknowledge that the Shire of Gingin will cease any further action with respect to addressing coastal erosion through infrastructure works until such time as adequate funding is received through the State or Federal Government to undertake a full study into the reasons for erosion, environmental impacts, potential for inundation and solutions;*

   Councillor Peczka has removed this point in its entirety. However, the fact is that funding will not be available to the Shire of Gingin until the above reporting and associated matters have been addressed. This point clearly states to the community the intent of Council in the future and as such it is proposed to be retained.

10. *Undertake investigation into the potential for strategic sand placement to provide long term protection to the Shire's caravan park and other areas by bringing in sand to build dunes and establish vegetation;*

    Councillor Peczka has proposed that this point be removed. It has been clearly shown through other works within the State, and even within this Shire, that the strategic placement of sand can protect assets. The Caravan Park is a significant asset of Council and benefit to the economy of Lancelin, and needs to be protected. As such, this point is recommended to be retained.

11. Continue to apply for funding to perform coastal care works;

Councillor Peczka has proposed to remove this point. Funding large and small is required to work against this issue for the maintenance of the area and protection of the dune systems. Why Council would not continue to apply for funding in this area is not understood and as such, it is proposed that this point in the resolution remains.

12. Approve the progression by Shire officers of a proposal for the long term relocation of the Shire's public toilets from Grace Darling Park to an alternative location through the provision of a public toilet facility that will provide a minimum life span of 20-30 years.

Councillor Peczka has proposed that this item be removed. The issue within this is that Council on several occasions has commented to officers that an alternative location for the Public Toilets needs to be investigated so that, if and when the existing facilities are compromised, then an alternative location has been approved ready for the structure to be rebuilt. Failure to undertake this could result in Council needing to identify and/or negotiate a location after the existing facility has been compromised and closed. As such it is proposed that this point remain.

It is clearly understood by Council and Officers that coastal erosion is a significant issue facing the Shire. It has been stated on several occasions that it is potentially the single largest issue that has confronted Council for decades. As such, it is the Chief Executive Officer's opinion that Council needs to work with the State to achieve its preferred outcomes.

The existing resolution attempts to clearly state to the community Council's intent, provide specific direction to officers, and allow the flexibility to undertake preventative and maintenance works whilst continuing to apply for funds to assist in having the necessary studies and reports prepared to meet State requirements. As such, it is requested that Council retain the existing resolution made at its meeting on 15 October 2019.

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996
Part 2 – Council and committee meetings
Regulation 10 – Revoking or changing decisions (Act s. 5.25(10(e))

Where revocation of a previous Council decision is proposed, at least three Councillors (including the mover of the revocation motion) must indicate their support for the Motion in order for it to be considered by Council. The decision to revoke a previous resolution of Council must be made by Absolute Majority.

This legislative requirement will apply in the event that Council does not support the Officer's recommendation.

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Natural Environment*
Objective	*2 – To develop the Shire's capacity to support the conservation of natural assets and undertake sustainable resource management*
Outcome	*2.1 Conservation* *The Shire's ecological services and natural assets are respected and enhanced*
Key Service Areas	*Conservation and Environmental Management*
Priorities	*2.1.1 Develop a Coastal Management Policy and implement a Coastal Management Plan to protect and enhance our coast.*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Rule SECONDED: Councillor Court

That Council resolve to retain its resolution with respect to Item 11.1.4 from the 15 October 2019 Council meeting, as follows:

That Council agree to:

1. ***Undertake the preparation of a Shire of Gingin Inundation Study;***

2. ***Apply for funding from the Coastal Management Plan Assistance Program to enable the preparation of an Asset Relocation Program;***

3. ***Review and update the Shire's CHRMAP with new information gained as a result of Parts 1 and 2 (above);***

4. ***Allocate $40,000 per annum from Coastal Erosion Levy funds for sand renourishment works to be undertaken as and when required, investigating the utilisation of sand from the Shire's own resources. Any funds not utilised are to be rolled over or utilised for other beach management works in restoring sand dunes;***

5. ***Continue to politically activate the State and Federal Governments for assistance into preparing a report into long term action to protect coastal communities;***

6. Notify the Department of Fire and Emergency Services that the Shire of Gingin will not be providing protection for the Lancelin Volunteer Marine Rescue building in the immediate future and as such the Department needs to seriously consider the future of the building;

7. Establish trigger points within the Grace Darling Park reserve for the removal of infrastructure should erosion reach that point despite the sand renourishment program;

8. Prepare a communication plan to notify residents of Council's intent, and actions to be progressed, in relation to this matter including a public meeting which the Department of Transport and Planning will be requested to attend to support the Shire's position;

9. Acknowledge that the Shire of Gingin will cease any further action with respect to addressing coastal erosion through infrastructure works until such time as adequate funding is received through the State or Federal Government to undertake a full study into the reasons for erosion, environmental impacts, potential for inundation and solutions;

10. Undertake investigation into the potential for strategic sand placement to provide long term protection to the Shire's caravan park and other areas by bringing in in sand to build dunes and establish vegetation;

11. Continue to apply for funding to perform coastal care works; and

12. Approve the progression by Shire officers of a proposal for the long term relocation of the Shire's public toilets from Grace Darling Park to an alternative location through the provision of a public toilet facility that will provide a minimum life span of 20-30 years.

CARRIED UNANIMOUSLY

11.1.2 REQUEST FOR TENDER (RFT) 04/2019 - CONSTRUCTION OF REDFIELD PARK FIRE STATION

Location:	Lot 106 Paperbark Avenue Gabbadah
File:	COR/40-052019
Reporting Officer:	Phillip Barrett – Community Emergency Services Manager
Report Date:	17 December 2019
Refer:	Nil
Appendices:	1. Tender Assessment Summary Sheets *(circulated separately under confidential cover)*

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider accepting the tender submission from Midwest Building at a price of $315,636.37 (ex GST) to undertake construction works for the Redfield Park Fire Station (RFT 04/2019).

BACKGROUND

In 2017 the Shire's Community Emergency Services Manager was approached by the Guilderton Volunteer Fire Brigade with a proposal to enclose the rear section of the existing fire station as an extra bay to house the Guilderton Light Tanker that was being housed at the Brigade Captain's home address. After consultation with the DFES Grants Officer it was determined that it would be more cost effective to build a new facility, and a subsequent submission to the Local Government Grant Scheme for funding was successful.

The grant total is $440,000, with $420,000 allocated to building construction and the remaining $20,000 for furniture and fittings. The Shire of Gingin has committed $20,000 as its contribution to cover the cost of clearing, earthworks and head works etc. The total budgeted amount for the project is therefore $460,000 (ex GST).

The new facility will consist of a three bay drive through garage area with administration and training areas. The building is to be situated on the western side of Lot 106, with no impact on the existing car park area.

Tender documents and drawings were subsequently drawn up and forwarded to WALGA Procurement Services and LGIS for compliance approval before release. Tenderers were asked to supply tenders for the cost to clear the lot, build the facility and finish ready for handover to required specification.

RFT 04/2019 Construction of Redfield Park Fire Station was advertised in the *West Australian* on 26 October 2019 in accordance with s. 3.57 of the *Local Government Act 1995*.

The submission period closed at 4pm on 18 November 2019, with nine tender submissions being received from the following companies (listed in no particular order):

- Palace Construction;
- Plantagenet Sheds and Steel;
- Southern City Building Group;
- Midwest Building Pty Ltd;
- Tempo Construction & Maintenance Pty Ltd;
- Geared Construction;
- FDC Construction and Fit-out;
- All Style Construction; and
- REN Construction.

No formal site visit was offered, but individual tenderers were at liberty to visit and inspect the site at their own discretion.

Delegation 2.9 empowers the Chief Executive Officer to accept or reject tenders with a value not exceeding $250,000. Given that the tenders received all exceed this value limit, RFT 04/2019 cannot be dealt with under delegated authority and as such is therefore presented to Council for consideration.

All tenders were assessed independently by the three member Tender Evaluation Panel (consisting of the Community Emergency Services Manager, Executive Manager Operations, and Coordinator Assets/Projects). A weighted scoring method was used with the following weightings:

- Price 50%
- Relevant Experience 15%
- Key Personnel Skills & Experience 10%
- Tenderer's Resources 15%
- Demonstrated Understanding 10%

The price score was calculated using an average based scoring method as approved through the Western Australian Local Government Association's (WALGA) Procurement division. Each panel member scored the tenders separately. All other qualitative criteria from each tenderer was assessed against a rating scale, with 0 points as an inadequate offer with many deficiencies and 10 points as an outstanding offer which greatly exceeds criterion.

The individual tender evaluation assessments and the Summary have been distributed to Councillors under separate confidential cover as **Appendix 1**. The reason for confidentiality is that the tenders must be dealt with as commercial in confidence due to the financial nature of the tenders.

Once the individual assessments were completed, the qualitative scores were averaged and summarised. The summarised scores (out of 100), ranked in order of preference, are:

Contractor	Score
Midwest Building	70.95
All Style Sheds	54.35
Palace Construction	65.58
Southern City	50.50
Plantagenet Sheds & Steel	54.90
Geared Construction P/L	54.72
Ren Construction	43.97
FDC Construction & Fitout	53.48
Tempo Construction	23.67

Midwest Building Pty Ltd is the only tenderer that resides within the Shire of Gingin. However the Shire does not have a regional price preference policy so this consideration could not be applied to the tender process.

Joondalup Designs supplied the structural drawings based on a design concept supplied by DFES. Any engineering design work was to be allowed for in the tender amounts.

COMMENT

The tenders supplied were generally of a good standard with sufficient information to make an informed assessment. The individual evaluators' comments are provided in **Appendix 1**.

The RFT called for tenderers to provide a cost to undertake the construction to complete a three bay drive-through fire station with administration and training area, communications room and ablutions. The tender was to include all earthworks and connections to services.

Tenderers were scored on their demonstrated understanding and their skills and experience, with each tenderer providing outlines of these requirements as part of their tender submission. There is a large variance in price between the lowest and the highest priced tender. However, after undertaking the individual assessments and averaging the evaluator's scores utilising the weighted point scoring system, the preferred tenderer is Midwest Building WA Pty Ltd.

The tender of $315,636,37 (excluding GST) received from Midwest Building WA for the entire build sits well within the project budget. The tenderer has included notation of exclusions in the tender price for consideration.

Midwest Building provided a tender with a projected timeline and an established Occupational Safety policy timeline that meets the required criteria.

STATUTORY ENVIRONMENT

Local Government Act 1995
Part 3 – Functions of local governments
Division 3 – Executive functions of local governments
Section3.57 – Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996 – Part 4

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

The works have been budgeted for in the 2019/20 Budget.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Community Wellbeing*
Objective	*1. To support the Shire of Gingin community to be inclusive, vibrant, healthy and safe through the Shire's service delivery.*
Outcome	*1.3 Healthy & Safe* *Our community hs access to quality health and community safety programs, services and initiatives that promote resilience.*
Key Service Areas	*Local Emergency Services*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Rule

That Council:

1. **Award RFT 04/2019 Construction of Redfield Park Fire Station to Midwest Building WA Pty Ltd as per their submitted tender of $315,636.37.**

2. **Authorise the affixing of the Common Seal to any resulting contract document, if required to execute the contract agreement.**

CARRIED UNANIMOUSLY

CONFIDENTIAL

APPENDIX 1

11.1.3 DETERMINATION OF DATE FOR 2019/20 ANNUAL GENERAL MEETING OF ELECTORS

File:	COR/31
Author:	Lee-Anne Burt – Governance Officer
Reporting Officer:	Aaron Cook – Chief Executive Officer
Report Date:	17 December 2019
Refer:	Nil
Appendices:	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider setting a date and venue for the next Annual General Meeting of Electors.

BACKGROUND

Section 5.27 of the *Local Government Act 1995* (the Act) requires each local government to conduct a general meeting of electors of the district once in each financial year. The meeting must be held not more than 56 days after acceptance by Council of the Annual Report and a minimum of 14 days' public notice of the meeting date must be given prior to the meeting taking place.

The last Annual General Meeting of Electors for the Shire of Gingin was held on 19 February 2018.

COMMENT

The Act imposes a number of time-sensitive requirements on local governments with respect to the acceptance of the Annual Report and the subsequent holding of an AGM. The Annual Report must be adopted by Council prior to the AGM being held. The Annual Report cannot be prepared until the audited Financial Statements and Audit Report are received by Council.

The audited Financial Statements and Audit Report will form the subject of a separate item in this Agenda, and on that basis the following schedule is proposed:

1. The 2018/19 Annual Report will be presented to Council at its meeting on 21 January 2020; and

2. The Annual General Meeting of Electors for the 2019/20 financial year be scheduled for 18 February 2020, to be held at 5.00pm in Council Chambers following the Council meeting already scheduled for that date.

STATUTORY ENVIRONMENT

Local Government Act 1995
Division 5 – Annual reports and planning
Subdivision 4 – Electors' meetings
Section 5.27 – Electors' general meetings
Section 5.29 – Convening electors' meetings

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Governance*
Objective	*5. To demonstrate effective leadership, governance and advocacy on behalf of community*
Outcome	*5.1 Values* *Our Organisational/Business Values are demonstrated in all that we do*
Key Service Areas	*Nil*
Priorities	*Nil*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Court

That the Shire of Gingin's Annual General Meeting of Electors for the 2019/20 financial year be held at 5.00pm on 18 February 2020 at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin.

CARRIED UNANIMOUSLY

11.1.4 UNBUDGETED EXPENDITURE - BUDGET VARIATION FOR COMMUNITY EVENTS

File:	FIN/46-1920
Author:	Cher Groves – Community Services and Events Officer
Reporting Officer:	Aaron Cook – Chief Executive Officer
Report Date:	17 December 2019
Refer:	Nil
Appendices:	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider approving a budget variation for community events (as listed below) due to change of circumstance.

BACKGROUND

The Lancelin Chamber of Commerce and Industry Inc. (LCCI) was allocated $15,000 in the 2019/20 Municipal Budget for the 2020 Lancelin Ocean Classic (LOC), which was scheduled for 9 -12 January 2020. As the event owner, LCCI cancelled the event for reasons not stated on 5 December 2019.

The Shire had previously rearranged its Party in the Park event to partner with the LCCI and to share costs associated with both events. The Party in the Park event is the first of five events in the Shire's Summer Suite of Events, partnered with the Bendigo Bank. The LCCI was going to provide the fencing ($1,100), portable ablutions ($600) and electrician costs, including a power distribution board ($800), with this in-kind contribution totalling $ 2,500. Shared use of marquees and the provision of evening music was also being negotiated.

The Ledge Point Community Association (LPCA) was successful in the Shire's 2019/20 Mid-Year Community Grants funding round ($2,000) for the Ledge to Lancelin Marathon Markets, scheduled for 11 January 2020. This event is directly linked to the LOC and its patronage, and was created as a complementary event to provide an additional attraction to visitors to the region.

COMMENT

Cancellation of a major event five weeks prior creates additional issues that need to be resolved, including the aforementioned shared costs.

With the cancellation of the LOC, both the Shire and LPCA events will be affected. A positive is that the Party in the Park is a stand-alone event and is successful in its own right, with over 2,500 attendees in 2019.

Staff have been working on the Party in the Park event for nine months in consultation with the LCCI, repackaging the event from the first Saturday (10am-4pm)/Sunday (9am-1pm) after New Year to second Friday (4pm – 8pm)/Saturday (10am-4pm) after New Year. These changes were made so that Party in the Park and the LOC Festival could act as complementary events and to enable some shared costs. Deposits have been paid to secure entertainment and amusement bookings, and most of the Party in the Park budget is accounted for. The LCCI was intending to value add to the Shire's event and increase the time slots of both days to 10pm, incorporating live music and a bar.

Given that the Shire received $15,000 funding from Lotterywest to cover the free children's amusements and entertainment, and being a Bendigo Bank partnered event, it is important that any bar is limited to a four hour period in accordance with the Shire's position of supporting the responsible consumption of alcohol.

No event application was received for the extended timeslots, as this was also being negotiated at the time of cancellation.

The LCCI had provided a verbal commitment to provide entertainment/music as follows:

Friday 10 January 2020	4:00pm to 8:00pm	Propose Shire to fund
Saturday 11 January 2020	5:00pm to 9:00pm	Propose LPCA to fund (grant)

It is now proposed that the Shire will fund the entertainment /music provision for 10 January 2020, with the LPCA to potentially fund, through grant monies, the entertainment/music component for 11 January 2020.

In order for the LPCA to still contribute and participate in the event, Shire staff have approached the LPCA to partner with the Shire and assist with the extended timeslots on one or both days. This is currently being explored, including costs, etc. The LPCA would possibly use their Mid-Year Grant funding towards their share of costs. Most of the market stalls, including the Cancer Screening van, that were scheduled to attend the LPCA event have also requested to attend the Party in the Park event.

To promote partnerships within the community, the Lancelin Community Resource Centre is running the Shire's market stall portion of this event. This reduces Shire staffing at this event.

All of the events forming the Shire's Summer Suite are run professionally and to a high standard as the branding/reputation of the Shire and its funding partners is paramount. With this in mind, action will be required to "fill the gaps" that have been left by the cancellation of the LOC event. This includes ensuring a suitable number of ablutions are available to attendees, electricity is available (instead of numerous generators running) and appropriate safety fencing is installed.

With less than four weeks to the Party in the Park event, there is no time to secure another sponsor. Therefore, it is requested that Council consider re-allocating $5,000 from the $15,000 allocated to the LCCI to cover the shared costs ($2,500) and provision of music for one of the two nights, leaving a surplus of $10,000 in the 2019/20 Municipal Budget.

STATUTORY ENVIRONMENT

Local Government Act 1995
Part 6 – Financial management
Division 4 – General financial provisions
Section 6.8 – Expenditure from municipal fund not included in annual budget.

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

The table below identifies the proposed amendments to Council's adopted 2019/20 Budget.

Account	Description	Current Budget	Revised Budget	Surplus Deficit
13207033	Lancelin Chamber of Commerce – Lancelin Ocean Classic entertainment	15,000	10,000	-5,000
EVENT3	Party in the Park (two-day event)	34,223	39,223	5,000
			Net Effect	Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019 - 2029

Focus Area	*Community Wellbeing*
Objective	*1 - To support the Shire of Gingin community to be inclusive, vibrant, healthy and safe through the Shire's service delivery.*
Outcome	*1.2 Our community can participate in a range of activities and events that celebrate and promote our unique lifestyle and heritage.*
Priorities	*1.2.3 Support and promote local and regional events offer clear economic and social benefits to the community.*

VOTING REQUIREMENTS – ABSOLUTE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Court SECONDED: Councillor Morton

That Council amend the adopted 2019/20 Budget in accordance with the following table:

Account	Description	Current Budget	Revised Budget	Surplus Deficit
13207033	Lancelin Chamber of Commerce – Lancelin Ocean Classic entertainment	15,000	10,000	-5,000
EVENT3	Party in the Park (two-day event)	34,223	39,223	5,000
			Net Effect	Nil

The Community Emergency Services Manager left the Chambers at 3.42pm and did not return.

CARRIED BY ABSOLUTE MAJORITY

8-0

11.2. CORPORATE AND COMMUNITY SERVICES

11.2.1 MONTHLY FINANCIAL STATEMENT AND LIST OF PAID ACCOUNTS

File:	FIN/25
Reporting Officer:	Ziggy Edwards – Acting Executive Manager Corporate and Community Services
Report Date:	17 December 2019
Refer:	Nil
Appendices:	1. Statement of Financial Position for the Period to 30 November 2019

DISCLOSURES OF INTEREST

Nil

COMMENT

1. Statement of Financial Position for the period to 30 November 2019.

2. List of Paid Accounts for the period to 30 November 2019 in accordance with the following summary of activity:

PAYMENT TYPE	**$**
Municipal	
EFT	834,762.46
Cheque	33,338.95
Direct Debit	132,931.21
Total (Municipal)	**1,001,032.62**
Trust	
Bank Statement	
Bank Fees and Charges	1,200.89
Wages and Salaries	285,200.64
Police Licensing	77,205.20
LA Office Rent	643.38
Messages on Hold	573.59
Total (Bank Statement)	**364,823.70**
TOTAL EXPENDITURE	**1,365,856.32**

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

STATUTORY ENVIRONMENT

Local Government Act 1995
Part 6 – Financial management
Division 3 – Reporting on activities and finance
Section 6.4 – Financial report

Local Government (Financial Management) Regulations 1996
Part 4 – Financial reports – s.6.4
Regulation 34 – Financial activity statement required each month (Act s.6.4)

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Governance*
Objective	*5. To demonstrate effective leadership, governance and advocacy on behalf of the community*
Outcome	*5.1 Values* *Our Organisational and Business Values are demonstrated in all that we do*
Key Service Areas	*Financial Management*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Court

That Council:

1. **Endorse the Statement of Financial Position for the period to 30 November 2019; and**

2. **Endorse the List of Paid Accounts for the period to 30 November 2019 in accordance with the above summary of activity.**

CARRIED UNANIMOUSLY

APPENDIX 1

MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

FOR THE PERIOD OF 1 JULY 2019 TO 30 NOVEMBER 2019

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATION 1996

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Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Key Information

Report Purpose:

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34.

Items of Significance:

The material variance adopted by the Shire of Gingin for the 2019/20 year is $10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure.

Note: The Statements are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

Prepared by: Karina Leonhardt
Reviewed by: Ziggy Edwards
Date Prepared: 11/12/2019

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Statement of Financial Activity by Program

	Current Annual Budget	Current YTD Budget	YTD Actual	Var. $	Var. %	Comments
OPENING FUNDING SURPLUS (DEFICIT)	2,349,362	2,349,362	2,797,062	447,700	19.06%	Adjusted 18/19 Financials
REVENUE FROM OPERATING ACTIVITIES						
GENERAL PURPOSE FUNDING	1,300,514	541,881	514,003	(27,878)	(5.14)%	Timing of interest realised from municipal and reserve fund investments; Timing of government operating grants
GENERAL PURPOSE FUNDING - RATES	8,370,427	3,487,678	8,334,242	4,846,564	138.96%	Timing of rates billings; higher than expected interim and back rates
GOVERNANCE	2,050	854	0	(854)	(100.00)%	Timing of legal Expenses recovered
LAW ORDER PUBLIC SAFETY	483,105	201,294	410,174	208,880	103.77%	BRPC yearly reimbursement paid in full
EDUCATION & WELFARE	144,620	60,258	39,570	(20,688)	(34.33)%	Trade in of GG007 not yet recognised
HEALTH	680,195	283,415	183,769	(99,646)	(35.16)%	Lower than expected medical centre patient fees; timing of contribution towards community bus
HOUSING	36,000	15,000	13,539	(1,461)	(9.74)%	
COMMUNITY AMENITIES	1,848,110	770,046	1,628,580	858,534	111.49%	Waste Management Fee , Refuse Removal charges and Voluntary Coastal Erosion Levy billed with rates
RECREATION & CULTURE	240,196	100,082	80,753	(19,329)	(19.31)%	Timing of operating grant income; timing of event income
TRANSPORT	416,558	173,566	256,253	82,687	47.64%	Road grants received
ECONOMIC SERVICES	1,625,687	677,370	559,057	(118,313)	(17.47)%	Timing of Guilderton Caravan Park Waste Water Loan income and reserve transfer; timing of Lancelin Caravan Park Lease income; timing of Guilderton Caravan Park income
OTHER PROPERTY & SERVICES	233,098	97,123	79,333	(17,791)	(18.32)%	Lower than budgeted insurance claim reimbursements; timing of diesel fuel rebate
TOTAL REVENUE	**15,380,560**	**6,408,567**	**12,099,273**	**5,690,707**	**88.80%**	
EXPENDITURE FROM OPERATING ACTIVITIES						
GENERAL PURPOSE FUNDING	(708,736)	(295,307)	(199,758)	(95,549)	(32.36)%	Timing of valuation expenses; reduced legal costs for debt collection
GOVERNANCE	(1,199,362)	(499,734)	(457,615)	(42,119)	(8.43)%	Timing of Shire website design; Timing of payment of audit fees
LAW ORDER PUBLIC SAFETY	(1,674,529)	(697,720)	(519,891)	(177,829)	(25.49)%	Lower BRPC salaries and associated costs including vehicle; timing of firebreak inspections and contractor works; lower than expected ranger salaries; depreciation
EDUCATION & WELFARE	(250,020)	(104,175)	(57,041)	(47,134)	(45.25)%	Timing of contributions to LA and GG Schools; timing of maintenance of Gingin aged units and Wangaree Community Centre; Youth development activities delayed; depreciation
HEALTH	(1,188,184)	(495,077)	(413,328)	(81,749)	(16.51)%	Depreciation; timing of Stable Fly program; timing of health allocation to waste. Timing of contributions to Ambulance Services

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

	Current Annual Budget	Current YTD Budget	YTD Actual	Var. $	Var. %	Comments
HOUSING	(40,208)	(16,753)	(24,737)	7,984	47.66%	Wages associated with maintenance at 37a Lefroy Street, Gingin
COMMUNITY AMENITIES	(3,168,056)	(1,320,023)	(783,344)	(536,679)	(40.66)%	Timing of Health allocation to Waste, Waste Management Plan, Kerbside Green Waste Collection and Waste Site Loan Contribution – Fernview; Timing of Coastal Hazard Risk Management and sand nourishment expenditure; timing of town planning scheme review, upper coastal sporting facilities plan & CBA; timing of payment to LA CRC – tourism outcomes grant
RECREATION & CULTURE	(3,897,709)	(1,624,045)	(689,276)	(934,769)	(57.56)%	Depreciation; Aquatic Centre operating timing – staff and maintenance; timing of loan repayments; timing of halls maintenance
TRANSPORT	(4,545,305)	(1,901,794)	(961,682)	(940,112)	(49.43)%	Timing of road and bridge maintenance; year-end depreciation process for roads and bridges
ECONOMIC SERVICES	(1,372,108)	(571,712)	(353,070)	(218,642)	(38.24)%	C/fwd project Agri Industry Processing Hub Site not yet started; timing of noxious/pest weed spraying; timing of community grant payments; timing of community bus contribution; timing of Modelling Cost Benefit Analysis for Guilderton Caravan Park; timing of Lancelin Ocean Classic allocation; timing of transfer of wages to waste; BEN signs project currently with Dept of Fisheries; depreciation
OTHER PROPERTY & SERVICES	(749,192)	(312,164)	(224,946)	(87,217)	(27.94)%	Timing of insurance renewals; timing of financial services; timing of FBT quarterly payments; depreciation
TOTAL EXPENSES	**(18,812,409)**	**(7,838,504)**	**(4,684,688)**	**(3,153,816)**	**(40.23)%**	
OPENING ACTIVITIES EXCLUDED FROM BUDGET						
ADJUST BACK DEPRECIATION	4,869,205	2,028,835	0	(2,028,755)	(100.00)%	19/20 depreciation yet to be processed
ADJUST (PROFIT)/LOSS ON ASSET DISPOSALS	(141,656)	(118,315)	(83,636)	34,679	(29.31)%	Unbudgeted Sale of 2GG and variations in trade ins; timing of asset processing – after audit process
AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES	**1,295,700**	**480,583**	**7,330,949**			
INVESTING ACTIVITIES						
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	9,997,448	4,165,603	625,484	(3,540,119)	(84.98)%	Timing of grants and contributions
PROCEEDS FROM DISPOSAL OF ASSETS	332,091	138,371	83,636	(54,735)	(29.31)%	Unbudgeted Sale of 2GG and variations in trade ins
PURCHASE LAND AND BUILDINGS	(3,182,809)	(1,326,170)	(48,994)	(1,277,176)	(96.32)%	Timing of capital purchases including expenditure on admin building renovations
PURCHASE INFRASTRUCTURE ASSETS - ROADS	(6,983,509)	(2,909,795)	(311,572)	(2,598,223)	(89.27)%	Timing of capital purchases
PURCHASE INFRASTRUCTURE ASSETS - PARKS	(980,136)	(408,390)	(18,503)	(389,887)	(95.47)%	Timing of capital purchases
PURCHASE PLANT AND EQUIPMENT	(2,083,500)	(868,125)	(178,093)	(690,032)	(79.49)%	Timing of capital purchases
PURCHASE FURNITURE AND EQUIPMENT	(48,000)	(20,000)	(358)	(19,642)	(98.21)%	Timing of capital purchases

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

	Current Annual Budget	Current YTD Budget	YTD Actual	Var. $	Var. %	Comments
PURCHASE FOOTPATHS	(105,063)	(43,776)	0	(43,776)	(100.00)%	Timing of capital purchases
PURCHASE OTHER INFRASTRUCTURE	(590,000)	(245,833)	(4,947)	(240,886)	(97.99)%	Timing of capital purchases
PURCHASE INFRASTRUCTURE SEWERAGE	(400,000)	(166,667)	0	(166,667)	(100.00)%	Timing – loan not established yet
AMOUNT ATTRIBUTABLE TO INVESTING ACTIVITIES	**(4,043,478)**	**(1,684,782)**	**146,653**			
FINANCING ACTIVITIES						
PROCEEDS FROM NEW DEBENTURES	830,440	346,017	0	(346,017)	(100.00)%	Loans not yet established – Lancelin Seawall, Guilderton Waste Water, Cuncliffe Street Car Park and Gingin Horseman's Club Campdraft Facility
PROCEEDS FROM SELF-SUPPORTING LOANS	26,659	11,108	1,062	(10,046)	(90.44)%	Timing in line with loan repayments
TRANSFERS TO RESERVES (RESTRICTED ASSETS)	(405,924)	(169,135)	(8,290)	(160,845)	(95.10)%	End of year process – interest only processed to reserves YTD
TRANSFERS FROM RESERVES (RESTRICTED ASSETS)	323,083	134,618	0	(134,618)	(100.00)%	End of year process
REPAYMENT OF DEBENTURES	(213,371)	(88,905)	(84,142)	(4,763)	(5.36)%	Bi-annual payments
SELF-SUPPORTING LOANS RAISED	(12,840)	(5,350)	0	(5,350)	(100.00)%	
PROCEEDS FROM ADVANCES	0	0	6,270	6,270	100.00%	Timing of billing – issue with budget allocation
RESTRICTED CASH	(149,632)	(62,346)	0	(62,346)	(100.00)%	Timing of restricted cash movements
AMOUNT ATTRIBUTABLE TO FINANCING ACTIVITIES	**398,416**	**166,007**	**(85,099)**			
CLOSING FUNDING SURPLUS(DEFICIT)	**0**	**1,311,170**	**10,189,565**	**8,878,395**		

Shire of Gingin Statement of Financial Activity
1 July to 30 November 2019

Statement of Financial Activity by Nature & Type

STATEMENT OF FINANCIAL ACTIVITY by Nature & Type	Current Budget	Current YTD Budget	YTD Actual	Var $	Var %
OPENING FUNDING SURPLUS (DEFICIT)	**2,349,362**	**2,349,362**	**2,797,062**	**447,700**	**19.06%**
REVENUE FROM OPERATING ACTIVITIES					
RATES	8,370,427	3,487,678	8,334,242	4,846,564	138.96%
GRANTS & SUBSIDIES (OPERATING)	1,989,036	828,765	1,039,188	210,423	25.39%
FEES & CHARGES	4,444,870	1,852,029	2,424,527	572,498	30.91%
INTEREST EARNINGS	271,000	112,917	111,794	(1,123)	(0.99)%
OTHER REVENUE	125,179	52,158	105,886	53,728	103.01%
PROFIT ON SALE OF ASSETS	180,048	75,020	83,636	8,616	11.49%
TOTAL REVENUE	**15,380,560**	**6,408,567**	**12,099,273**	**5,690,707**	**88.80%**
EXPENDITURE FROM OPERATING ACTIVITIES					
EMPLOYEE COSTS	(6,416,925)	(2,673,719)	(2,349,768)	(323,951)	(12.12)%
MATERIALS & CONTRACTS	(5,721,629)	(2,384,012)	(1,706,132)	(677,880)	(28.43)%
UTILITIES (GAS WATER ETC)	(435,934)	(181,639)	(140,673)	(40,966)	(22.55)%
INSURANCES	(461,619)	(192,341)	(282,644)	90,303	46.95%
DEPRECIATION OF ASSETS	(4,869,205)	(2,028,835)	0	(2,028,835)	(100.00)%
INTEREST EXPENSES	(120,885)	(50,369)	(46,541)	(3,828)	(7.60)%
OTHER EXPENDITURE	(747,820)	(311,592)	(158,930)	(152,662)	(48.99)%
LOSS ON SALE OF ASSETS	(38,392)	(15,997)	0	(15,997)	(100.00)%
TOTAL EXPENSES	**(18,812,409)**	**(7,838,504)**	**(4,684,688)**	**(3,153,816)**	**(40.23)%**
OPERATING ACTIVITIES EXCLUDED FROM BUDGET					
ADJUST BACK DEPRECIATION	4,869,205	2,028,835	0	(2,028,835)	(100.00)%
ADJUST (PROFIT)/LOSS ON ASSET DISPOSALS	(141,656)	(118,315)	(83,636)	(34,679)	(29.31)%
AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES	**1,295,700**	**480,583**	**7,330,949**		
INVESTING ACTIVITIES					
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	9,997,448	4,165,603	625,484	(3,540,119)	(84.98)%
PROCEEDS FROM DISPOSAL OF ASSETS	332,091	138,371	83,636	(54,735)	(39.56)%
PURCHASE LAND AND BUILDINGS	(3,182,809)	(1,326,170)	(48,994)	(1,277,176)	(96.31)%
PURCHASE INFRASTRUCTURE ASSETS - ROADS	(6,983,509)	(2,909,795)	(311,572)	(2,598,223)	(89.29)%
PURCHASE INFRASTRUCTURE ASSETS - PARKS	(980,136)	(408,390)	(18,503)	(389,887)	(95.47)%
PURCHASE PLANT AND EQUIPMENT	(2,083,500)	(868,125)	(178,093)	(690,032)	(79.49)%
PURCHASE FURNITURE AND EQUIPMENT	(48,000)	(20,000)	(358)	(19,642)	(98.21)%
PURCHASE FOOTPATHS	(105,063)	(43,776)	0	(43,776)	(100.00)%
PURCHASE OTHER INFRASTRUCTURE	(590,000)	(245,833)	(4,947)	(240,886)	(97.99)%
PURCHASE INFRASTRUCTURE SEWERAGE	(400,000)	(166,667)	0	(166,667)	(100.00)%
AMOUNT ATTRIBUTABLE TO INVESTING ACTIVITIES	**(4,043,478)**	**(1,684,782)**	**146,653**		
FINANCING ACTIVITIES					
PROCEEDS FROM NEW DEBENTURES	830,440	346,017	0	(346,017)	(100.00)%
PROCEEDS FROM ADVANCES	0	0	6,270	6,270	(100.00)%
PROCEEDS FROM SELF-SUPPORTING LOANS	26,659	11,108	1,062	(10,046)	(90.44)%
TRANSFERS TO RESERVES (RESTRICTED ASSETS)	(405,924)	(169,135)	(8,290)	(160,845)	(95.10)%
TRANSFERS FROM RESERVES (RESTRICTED ASSETS)	323,083	134,618	0	(134,618)	(100.00)%
REPAYMENT OF DEBENTURES	(213,371)	(88,905)	(84,142)	(4,763)	(5.36)%
SELF-SUPPORTING LOANS RAISED	(12,840)	(5,350)	0	(5,350)	(100.00)%
RESTRICTED CASH	(149,631)	(62,346)	0	(62,346)	(100.000%
AMOUNT ATTRIBUTABLE TO FINANCING ACTIVITIES	**398,416**	**166,007**	**(85,099)**		
CLOSING FUNDING SURPLUS(DEFICIT)	**(0)**	**1,311,170**	**10,189,565**	**8,878,395**	

Shire of Gingin Financial Statement of Activity
1 July 2019 to 30 November 2019

Acquisition of Assets & Other Non-Capital Expenditure

By Program

	Capital Expenditure Actual 18/19	Capital Expenditure Annual Budget 18/19
GENERAL PURPOSE FUNDING	8,290	404,914
LAW ORDER PUBLIC SAFETY	70,629	3,440,000
EDUCATION & WELFARE	2,377	125,000
HEALTH	34,546	47,817
COMMUNITY AMENITIES	18,773	616,954
RECREATION & CULTURE	59,543	1,344,399
TRANSPORT	371,474	8,208,192
ECONOMIC SERVICES	60,384	543,733
OTHER PROPERTY & SERVICES	47,184	243,425
TOTAL	673,200	14,974,434

By Nature & Type

	Capital Expenditure Actual 18/19	Capital Expenditure Annual Budget 18/19
ACCRUED LONG SERVICE LEAVE	18,301	0
LOAN LIABILITY - SHIRE	84,142	200,531
FIXED ASSETS-LAND	0	19,030
FIXED ASSETS-BUILDINGS	48,994	3,175,779
FIXED ASSETS-FURNITURE\FITTING	358	45,000
FIXED ASSETS-PLANT & EQUIPMENT	178,093	2,083,500
INFRASTRUCTURE ASSETS - ROADS	311,572	6,968,629
INFRASTRUCTURE ASSETS - PARKS	18,503	968,136
INFRASTRUCTURE OTHER	4,947	590,000
INFRASTRUCTURE - FOOTPATHS	0	105,063
LOANS RECEIVABLE (NON CURRENT)	0	12,840
INFRASTRUCTURE - SEWERAGE	0	400,000
ACCUMULATED SURPLUS	8,290	82,843
TOTAL	673,200	14,974,434

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Disposal of Assets

Disposal of Assets	Annual Budget	Actuals
05 LAW ORDER PUBLIC SAFETY		
140 SALE OF ASSETS		
05318025 Sale Of Rangers Utility 4wd GG070	14,000	22,727
Total SALE OF ASSETS	14,000	22,727
Total LAW ORDER PUBLIC SAFETY	14,000	22,727
06 EDUCATION & WELFARE		
SALE OF ASSETS		
06215060 Sale of Assets - Gingin Bus GG007	15,000	0
Total SALE OF ASSETS	15,000	0
Total HEALTH	15,000	0
07 HEALTH		
SALE OF ASSETS		
07717030 Sale of Assets – Medical Transfer Vehicle GG096	19,091	0
07418002 Sale Of Assets - 5GG	18,000	0
Total SALE OF ASSETS	37,091	0
Total HEALTH	37,091	0
12 TRANSPORT		
SALE OF ASSETS		
12318902 Sale of Utility GG009	20,000	0
12318921 Sale Works Utility GG020	12,000	0
12318924 Sale of John Deere Grader GG004	100,000	0
12318927 Sale of Pacific Road Broom GG042	4,000	0
12318930 Sale Of Front End Loader (Case) GG006	30,000	0
12318946 Sale GG11866 Hyundai i30 Tourer Wagon	3,500	0
12318959 Sale of Bomag Roller GG029	40,000	0
12318965 Sale of Isuzu D-Max Utility GG068	15,000	0
12318975 Sale of Utility 5GG	0	22,727
12318979 Sale of GG039 Tipping Trailer GG Town Maintenance	4,500	0
12318980 Sale of GG6905 Water Trailer	500	0
Total SALE OF ASSETS	229,500	22,727
Total TRANSPORT	229,500	22,727
13 ECONOMIC SERVICES		
SALE OF ASSETS		
13318010 Sale Of Vehicle - 3GG	7,500	19,091
Total SALE OF ASSETS	7,500	19,091
Total ECONOMIC SERVICES	7,500	19,091
14 OTHER PROPERTY & SERVICES		
SALE OF ASSETS		
14218120 Sale Of Vehicle 2GG Manager Financial Services	0	19,091
Total SALE OF ASSETS	0	19,091
Total OTHER PROPERTY & SERVICES	0	19,091
TOTAL	332,091	83,636

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Information on Borrowings

Loan	Loan Term (Yrs)	Start date	Remaining Term (Yrs)	Opening Balance	New Loan	Principal (Actuals)	Principal (Budget)	Principal Outstanding (Actual)	Principal Outstanding (Budget)	Interest (Actuals)	Interest (Budget)
100 GG Medical Centre	20	30/01/2004	4.5	159,074	0	13,682	13,909	145,392	145,165	5,178	4,955
111 Wannamal West Road	20	15/08/2006	7	452,768	0	8,688	8,829	444,080	443,939	14,692	14,552
114 Guilderton Country Club (Hall) Extensions	20	20/05/2008	8.5	403,489	0	16,365	16,656	387,124	386,833	14,404	14,112
120 Regional Hardcourt Facility	20	19/06/2009	10	285,176	0	0	0	285,176	285,176	0	0
123 Lot 44 Weld St	20	16/04/2008	8.5	185,023	0	7566	7698	177,458	177,325	6439	6307
124A Regional Hardcourt Facility	16	4/06/2014	11	274,651	0	0	0	274,651	274,651	0	0
126 Gingin Aquatic Centre Tiling	10	3/02/2016	6.5	109,738	0	7,079	7,134	102,659	102,604	1,701	1,646
127 Seabird Seawall Extension	10	27/07/2016	7	165,316	0	10,085	10,149	155,231	155,167	2,075	2,012
128 Lancelin Caravan Park Assets	5	16/08/2017	3	142,607	0	19,615	19,739	122,992	122,868	1,797	1,674
130 Ledge Point Country Club Cool Room	10	22/05/2019	9.5	23,571		1,062	1,068	22,509	22,503	255	249
129 Gingin Horseman's Club Campdraft Facility Power Supply	Proposed			0	30,740	0	0		30,740	0	0
131 Guilderton Caravan Park Waste Water	Proposed			0	400,000	0	0		400,000	0	0
TOTAL				2,201,413	430,740	84,142	85,182	2,117,272	2,546,971	46,541	45,507

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Cash-Backed Reserves

Reserve	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers-In (+)	Actual Transfers-In (+)	Amended Budget Transfers-Out (-)	Actual Transfers-Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
01 LSL; Annual; Sick Leave and Staff Contingency	423,650	10,015	881	8,262	0	0	0	441,927	**424,531**
02 Office Equipment Reserve	2,903	341	6	51	0	0	0	3,295	**2,909**
03 Plant and Equipment Reserve	1,285,433	2,989	2,359	11,252	0	23,591	0	1,276,083	**1,287,792**
04 Lancelin Lookout Reserve	0	0	0	0	0	0	0	0	**0**
05 Land and Buildings Reserve	711,861	17,851	1,404	233,090	0	4,492	0	958,310	**713,265**
06 Guilderton Caravan Park Reserve	35,187	1,198	75	621	0	20,000	0	17,006	**35,261**
07 Shire Recreation Development Reserve	74,092	3,989	145	1,308	0	80,000	0	(611)	**74,237**
08 Redfield Park Reserve	31,032	581	61	548	0	0	0	32,161	**31,092**
09 Ocean Farm Recreation Reserve	30,728	714	60	542	0	0	0	31,984	**30,788**
10 Tip Rationalisation Reserve	1,090,292	13,608	2,111	43,886	0	0	0	1,147,786	**1,092,403**
11 Lancelin Community Sport and Recreation Reserve	60,768	0	118	1,014	0	0	0	61,782	**60,887**
12 Old Junction Hotel Reserve	0	0	0	0	0	0	0	0	**0**
13 Community Infrastructure	2,096	1,707	9	37	0	0	0	3,840	**2,105**
14 Staff Housing Reserve	33,093	620	65	584	0	0	0	34,297	**33,158**
15 Future Infrastructure Reserve	501,828	10,375	983	104,624	0	215,000	0	401,827	**502,811**
16 Guilderton Country Club Reserve	9,000	0	14	105	0	0	0	9,105	**9,014**
TOTAL	4,291,963	63,988	8,290	405,924	0	343,083	0	4,418,792	**4,300,253**

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Net Current Assets

Current Assets	Actual YTD (19/20)	Balance Forwarded
CURRENT ASSETS		
Cash - Unrestricted	6,110,644	1,245,867
Cash - Restricted Reserves	4,300,253	4,291,963
Cash - Restricted General	1,711,285	1,711,285
Rates - Current	3,529,451	1,486,049
Sundry Debtors	222,910	425,875
Inventories	174,443	37,516
Total Current Assets:	**16,048,987**	**9,198,554**
LESS: CURRENT LIABILITIES		
Payables	(193,982)	(709,552)
Employee Provisions	(871,418)	(889,719)
Accrued Interest on Loans	(27,374)	(27,374)
Long Term Borrowings (Current)	(140,086)	(224,228)
Bonds and Deposits	(466,394)	(482,884)
Total Current Liabilities:	**(1,699,255)**	**(2,333,757)**
Total	**14,349,732**	**6,864,797**
Less: Cash - Restricted Reserves	(4,300,253)	(4,291,963)
Add: Current Portion of Debentures	140,086	224,228
NET CURRENT ASSET POSITION	**10,189,565**	**2,797,062**

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Rating Information

Rating Information	Rates - Property Count	Rateable Value	General Rate	Minimum Rate	Interim Rate	Ex Gratia Rates	Other	TOTAL
03010005 Grv - Townsites 8.7511			2,281,448					2,281,448
03010006 Grv - Other 8.7511			1,280,492					1,280,492
03010010 Uv - Rural 0.5073			1,341,352					1,341,352
03010015 Uv - Other 0.5073			9,334					9,334
03010018 Uv - Intensive 0.9396			633,507					633,507
03010025 Grv - Townsites @ $1110				1,212,120				1,212,120
03010026 Grv - Other @ $1110				869,130				869,130
03010030 Uv - Rural @ $1400				522,200				522,200
03010035 Uv - Other @ $1400				36,400				36,400
03010038 Uv - Intensive @ $2548				262,444				262,444
03010045 Interim Rates					11,879			11,879
03010046 Interims - Back Rates					2,394			2,394
03010078 Concession - Intensive							-128,458	-128,458
Total			5,546,133	2,902,294	14,273		-128,458	8,334,242
TOTAL			5,546,133	2,902,294	14,273		-128,458	8,334,242

Shire of Gingin Statement of Financial Activity
1 July 2019 to 30 November 2019

Trust Funds

Trust Type	Opening Balance	Amount Received	Amount Paid	Closing Balance
BOND	6,867	0	(800)	6,067
COMMUNITY GROUPS TRUST	1,569	0	0	1,569
COUNCILLOR NOMINATION BONDS	0	640	(640)	0
DOROTHY WEDGE TRUST	6,405	0	0	6,405
LANDSCAPING BOND	13,113	0	0	13,113
OTHER BONDS/TRUSTS	4,546	158	(97)	4,607
PUBLIC OPEN SPACE	46,218	0	0	46,218
TOTAL	78,718	798	(1,537)	77,979

11.2.2 AUDIT REPORT FOR THE YEAR ENDED 30 JUNE 2019

File:	FIN/25
Reporting Officer:	Ziggy Edwards – Acting Executive Manager Corporate and Community Services
Report Date:	17 December 2019
Refer:	Nil
Appendices:	1. Financial Statement and Audit Report

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider the Financial Report and Independent Auditor's Report for the Shire of Gingin for the financial year ended 30 June 2019.

BACKGROUND

Regulation 16 of the *Local Government (Audit) Regulations 1996* (the Regulations) specifies that one of the functions of an Audit Committee is to guide and assist the local government in carrying out its functions under Part 6 of the *Local Government Act 1995* relating to financial management. In fulfilling this function, the Committee should critically examine the audit and management reports provided by the external auditor, determine whether any matters raised in the reports require action to be taken by the local government, and then ensure that appropriate action is implemented.

In accordance with Section 7.9 of the *Local Government Act 1995*, the final Audit Report resulting from the annual audit of the Shire's financial records is to be presented to the Council, Chief Executive Officer and Minister for Local Government before 31 December each year. Once received by Council, the audited financial statements and Audit Report are to be included in the publicly available Annual Report as part of the Shire's discharge of accountability to the community.

The financial audit for the Shire of Gingin for the 2018/19 financial year has now been completed. A copy of the Financial Report and Independent Auditor's Report for the 2018/19 financial year is included as **Appendix 1.**

In accordance with the Regulations, the Financial Report and Independent Auditor's Report were considered by Council's Audit and Governance Committee on 17 December 2019 during the exit meeting with the Shire's Auditor for the 2018/19 audit process, and the Committee has recommended that Council receive both reports.

COMMENT

This year it is extremely pleasing to report that, once again, the Shire of Gingin has received an unqualified Audit Report consistent with a fair presentation of the financial position of the Shire.

Council's attention is, however, drawn to the following issues noted by the Auditor contained within the Management Report:

1. Ratios

The Operating Surplus Ratio has been below the Department of Local Government, Sport and Cultural Industries' standard for the past three years, as reported in the financial report. This matter indicates a significant adverse trend in the financial position of the Shire.

Administration Comment

Concerns with respect to the Operating Surplus Ratio are not new, and this matter has been the subject of a significant amount of Council discussion in the past.

Discussions with respect to options such as identifying alternative revenue sources (including increasing income from rates) or decreasing operating expenditure (reducing services) will continue as we approach the period for budget preparation.

Administration will further review depreciation rates for Shire assets as part of budget deliberations, and in response to the Asset Management Plan which is due for review.

2. 2018/19 Interim Audit

The following findings were identified during the Auditor's interim visit in May/June 2019:

1. Fixed Assets Below $5,000 – the Shire was yet to implement Regulation 17A(5) of the *Local Government (Financial Management) Regulations 1996*, requiring assets with a fair value under $5,000 at the date of acquisition to be excluded from the assets of a local government entity. This was noted as a moderate risk, a rating defined as *those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.* The implication is the risk of non-compliance.

2. Payroll Audit Trail Report – a system audit trail report of changes made to employee details was not printed and reviewed through the payroll process. This was noted as a moderate risk, with the implication being the increased risk of erroneous or fraudulent changes not being detected.
   Administration Comment

At the time of the interim audit, officers had identified assets with a value of less than $5,000 and were in the process of making the necessary adjustments to the Asset Register in accordance with Regulation 17A(5) of the *Local Government (Financial Management) Regulations 1996*.

It is agreed that the additional process of printing a system audit trail report of changes made to employee details would be of benefit in reducing risk to the organisation, and the Payroll Officer has implemented this additional process on a fortnightly basis.

3. Fuel Inventory Reconciliation – Auditors noted no evidence of review of the monthly reconciliation between the fuel stock ledger and the physical dip. This was noted as a minor risk, a rating defined as *those findings that are not of primary concern but still warrant action being taken*. The implication is an increased risk that the stock ledger has not been updated with the actual physical quantity every month.

   Administration Comment

   The stock ledger reconciliation process has been amended and reconciliations are now being independently reviewed and signed off.

STATUTORY ENVIRONMENT

Local Government Act 1995
Part 7 – Audit
Division 3 – Conduct of Audit
Section 7.9 – Audit to be conducted

Local Government (Financial Management) Regulations 1996
Part 2 – General financial management – s. 6.10
Regulation 17A – Assets, valuation of for financial reports, etc

Part 4 – Financial reports – s. 6.4

Department of Local Government Guideline No 8
Net Current Assets Used in the Annual Budget and the Annual Financial Report

Australian Accounting Standards Board Standards

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Governance*
Objective	*5 – To demonstrate effective leadership, governance and advocacy on behalf of community*
Outcome	*5.1 Values* *Our Organisational/Business Values are demonstrated in all that we do*
Key Service Areas	*Financial Management*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/AUDIT AND GOVERNANCE COMMITTEE RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Peczka

That Council receive the Financial Report and Independent Auditor's Report for the year ended 30 June 2019 (as detailed in Appendix 1).

CARRIED UNANIMOUSLY

APPENDIX 1

SHIRE OF GINGIN

FINANCIAL REPORT

FOR THE YEAR ENDED 30TH JUNE 2019

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SHIRE VISION

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

Principal place of business:
7 Brockman Street
GINGIN WA 6503

SHIRE OF GINGIN
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Gingin for the financial year ended 30 June 2019 is based on proper accounts and records to present fairly the financial position of the Shire of Gingin at 30 June 2019 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the SIXTEENTH day of DECEMBER 2019

Aaron Cook
Chief Executive Officer

SHIRE OF GINGIN
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual	2019 Budget	2018 Actual
		$	$	$
Revenue				
Rates	25(a)	7,894,781	7,937,123	7,749,875
Operating grants, subsidies and contributions	2(a)	3,174,611	1,743,983	2,428,253
Fees and charges	2(a)	4,002,329	3,879,071	3,778,920
Interest earnings	2(a)	313,736	244,000	268,914
Other revenue	2(a)	437,380	140,288	579,977
		15,822,837	13,944,465	14,805,939
Expenses				
Employee costs		(5,592,097)	(5,450,925)	(5,284,954)
Materials and contracts		(5,303,073)	(5,078,639)	(4,943,248)
Utility charges		(444,135)	(452,450)	(435,135)
Depreciation on non-current assets	10(b)	(5,806,724)	(4,333,416)	(5,235,631)
Interest expenses	2(b)	(128,311)	(130,778)	(139,798)
Insurance expenses		(417,961)	(355,268)	(404,561)
Other expenditure		(667,517)	(691,592)	(522,568)
		(18,359,818)	(16,493,068)	(16,965,895)
		(2,536,981)	(2,548,603)	(2,159,956)
Non-operating grants, subsidies and contributions	2(a)	2,402,656	5,006,278	3,009,444
Profit on asset disposals	10(c)	33,603	0	29,886
(Loss) on asset disposals	10(c)	(1,610,651)	(119,132)	(315,828)
Fair value adjustments to financial assets at fair value through profit or loss	7(b)	70,068	0	0
(Loss) on revaluation of Infrastructure - Foopaths	9(a)	0	0	(27,525)
(Loss) on revaluation of Infrastructure - Other	9(a)	0	0	(1,100,575)
		895,676	4,887,146	1,595,402
Net result for the period		**(1,641,305)**	**2,338,543**	**(564,554)**
Other comprehensive income				
Items that will not be reclassified subsequently to profit or loss				
Changes in asset revaluation surplus	11	(761,290)	0	41,893,518
Total other comprehensive income for the period		**(761,290)**	**0**	**41,893,518**
Total comprehensive income for the period		**(2,402,595)**	**2,338,543**	**41,328,964**

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

SHIRE OF GINGIN
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual	2019 Budget	2018 Actual
		$	$	$
Revenue	2(a)			
Governance		1,257	50	39
General purpose funding		10,412,211	9,058,644	9,835,272
Law, order, public safety		670,388	567,488	391,050
Health		94,718	316,848	342,979
Education and welfare		369,181	105,500	133,838
Housing		23,349	22,200	22,520
Community amenities		1,773,083	1,491,573	1,540,904
Recreation and culture		213,234	234,708	175,032
Transport		284,336	179,057	213,454
Economic services		1,520,518	1,687,847	1,819,396
Other property and services		460,562	280,550	331,455
		15,822,837	13,944,465	14,805,939
Expenses	2(b)			
Governance		(1,171,077)	(1,086,849)	(1,102,120)
General purpose funding		(559,298)	(359,061)	(420,199)
Law, order, public safety		(1,980,237)	(1,499,836)	(1,456,234)
Health		(220,734)	(797,092)	(716,071)
Education and welfare		(933,110)	(213,405)	(216,086)
Housing		(23,556)	(40,509)	(49,320)
Community amenities		(2,410,093)	(2,753,944)	(2,627,633)
Recreation and culture		(3,826,535)	(3,167,580)	(3,543,880)
Transport		(5,355,373)	(4,383,243)	(5,127,697)
Economic services		(1,367,719)	(1,461,875)	(1,477,809)
Other property and services		(383,775)	(598,896)	(89,048)
		(18,231,507)	(16,362,290)	(16,826,097)
Finance Costs	2(b)			
Health		(10,923)	(11,635)	(12,584)
Community amenities		(34,101)	(34,718)	(35,644)
Recreation and culture		(65,710)	(66,184)	(71,230)
Economic services		(4,152)	(4,609)	(4,778)
Other property and services		(13,425)	(13,632)	(15,562)
		(128,311)	(130,778)	(139,798)
		(2,536,981)	(2,548,603)	(2,159,956)
Non-operating grants, subsidies and contributions	2(a)	2,402,656	5,006,278	3,009,444
Profit on disposal of assets	10(c)	33,603	0	29,886
(Loss) on disposal of assets	10(c)	(1,610,651)	(119,132)	(315,828)
Fair value adjustments to financial assets at fair value through profit or loss	7(b)	70,068	0	0
(Loss) on revaluation of Infrastructure - Foopaths	9(a)	0	0	(27,525)
(Loss) on revaluation of Infrastructure - Other	9(a)	0	0	(1,100,575)
		895,676	4,887,146	1,595,402
Net result for the period		**(1,641,305)**	**2,338,543**	**(564,554)**
Other comprehensive income				
Items that will not be reclassified subsequently to profit or loss				
Changes in asset revaluation surplus	11	(761,290)	0	41,893,518
Total other comprehensive income for the period		**(761,290)**	**0**	**41,893,518**
Total comprehensive income for the period		**(2,402,595)**	**2,338,543**	**41,328,964**

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

SHIRE OF GINGIN
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2019

	NOTE	2019 $	2018 $
CURRENT ASSETS			
Cash and cash equivalents	3	7,249,115	4,355,805
Trade receivables	5	1,911,924	1,904,312
Other financial assets at amortised cost	7(a)	13,819	18,339
Inventories	6	37,516	30,494
TOTAL CURRENT ASSETS		9,212,374	6,308,950
NON-CURRENT ASSETS			
Trade receivables	5	128,487	122,381
Other financial assets at fair value through profit and loss	7(b)	70,068	0
Other financial assets at amortised cost	7(b)	32,752	23,001
Property, plant and equipment	8	47,451,075	51,154,367
Infrastructure	9	143,660,079	144,985,455
TOTAL NON-CURRENT ASSETS		191,342,461	196,285,204
TOTAL ASSETS		200,554,835	202,594,154
CURRENT LIABILITIES			
Trade and other payables	12	1,219,810	681,929
Borrowings	13(a)	224,228	205,444
Employee related provisions	14	889,719	836,627
TOTAL CURRENT LIABILITIES		2,333,757	1,724,000
NON-CURRENT LIABILITIES			
Borrowings	13(a)	1,977,186	2,177,844
Employee related provisions	14	98,560	144,383
TOTAL NON-CURRENT LIABILITIES		2,075,746	2,322,227
TOTAL LIABILITIES		4,409,503	4,046,227
NET ASSETS		196,145,332	198,547,927
EQUITY			
Retained surplus		43,150,066	45,575,686
Reserves - cash backed	4	4,291,963	3,507,648
Revaluation surplus	11	148,703,303	149,464,593
TOTAL EQUITY		196,145,332	198,547,927

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

SHIRE OF GINGIN
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	RETAINED SURPLUS	RESERVES CASH BACKED	REVALUATION SURPLUS	TOTAL EQUITY
		$	$	$	$
Balance as at 1 July 2017		**46,317,865**	**3,330,023**	**107,571,075**	**157,218,963**
Comprehensive income					
Net result for the period		(564,554)	0	0	(564,554)
Other comprehensive income	11	0	0	41,893,518	41,893,518
Total comprehensive income		(564,554)	0	41,893,518	41,328,964
Transfers from/(to) reserves		(177,625)	177,625	0	0
Balance as at 30 June 2018		**45,575,686**	**3,507,648**	**149,464,593**	**198,547,927**
Restated total equity at the beginning of the financial year		**45,575,686**	**3,507,648**	**149,464,593**	**198,547,927**
Comprehensive income					
Net result for the period		(1,641,305)	0	0	(1,641,305)
Other comprehensive income	11	0	0	(761,290)	(761,290)
Total comprehensive income		(1,641,305)	0	(761,290)	(2,402,595)
Transfers from/(to) reserves		(784,315)	784,315	0	0
Balance as at 30 June 2019		**43,150,066**	**4,291,963**	**148,703,303**	**196,145,332**

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

SHIRE OF GINGIN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual	2019 Budget	2018 Actual
		$	$	$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		7,501,003	8,187,123	7,561,599
Operating grants, subsidies and contributions		3,174,611	1,743,983	2,428,253
Fees and charges		4,375,987	4,429,071	4,120,041
Interest received		313,736	244,000	268,914
Goods and services tax received		492,940	0	708,052
Other revenue		920,264	140,288	581,095
		16,778,541	14,744,465	15,667,954
Payments				
Employee costs		(5,579,333)	(5,420,329)	(5,179,995)
Materials and contracts		(5,259,179)	(4,305,921)	(5,669,748)
Utility charges		(444,135)	(452,450)	(435,135)
Interest expenses		(130,777)	(130,778)	(140,564)
Insurance paid		(417,961)	(355,268)	(404,561)
Goods and services tax paid		(485,486)	0	(761,914)
Other expenditure		(667,517)	(691,592)	(522,568)
		(12,984,388)	(11,356,338)	(13,114,485)
Net cash provided by (used in) operating activities	15	3,794,153	3,388,127	2,553,469
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment		(916,926)	(2,443,862)	(2,181,965)
Payments for construction of infrastructure		(2,907,298)	(6,036,151)	(4,651,649)
Non-operating grants, subsidies and contributions		2,402,656	5,006,278	3,009,444
Advances to community groups		(23,570)	(55,740)	0
Proceeds from self supporting loans		18,339	18,339	41,112
Proceeds from sale of property, plant & equipment		707,830	128,455	376,498
Net cash provided by (used in) investment activities		(718,969)	(3,382,681)	(3,406,560)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings		(205,444)	(205,446)	(225,939)
Proceeds from new borrowings		23,570	455,740	200,000
Net cash provided by (used In) financing activities		(181,874)	250,294	(25,939)
Net increase (decrease) in cash held		2,893,310	255,740	(879,030)
Cash at beginning of year		4,355,805	4,360,399	5,234,835
Cash and cash equivalents at the end of the year	15	7,249,115	4,616,139	4,355,805

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

SHIRE OF GINGIN
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2019

	NOTE	2019 Actual	2019 Budget	2018 Actual
		$	$	$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	26 (b)	1,264,407	1,509,994	1,931,792
		1,264,407	1,509,994	1,931,792
Revenue from operating activities (excluding rates)				
Governance		1,257	50	39
General purpose funding		2,522,322	1,126,521	2,090,174
Law, order, public safety		670,388	567,488	395,141
Health		94,718	316,848	342,979
Education and welfare		369,181	105,500	133,838
Housing		23,349	22,200	22,520
Community amenities		1,773,083	1,491,573	1,540,904
Recreation and culture		213,234	234,708	175,032
Transport		285,428	179,057	239,249
Economic services		1,520,518	1,687,847	1,819,396
Other property and services		563,141	280,550	331,455
		8,036,619	6,012,342	7,090,727
Expenditure from operating activities				
Governance		(1,171,077)	(1,086,849)	(1,102,120)
General purpose funding		(559,298)	(359,061)	(420,199)
Law, order, public safety		(2,029,601)	(1,526,634)	(1,456,234)
Health		(231,657)	(808,727)	(735,641)
Education and welfare		(933,110)	(213,405)	(216,086)
Housing		(23,556)	(40,509)	(49,320)
Community amenities		(2,444,194)	(2,788,662)	(2,670,843)
Recreation and culture		(3,899,820)	(3,233,764)	(3,615,110)
Transport		(5,422,560)	(4,475,577)	(5,153,973)
Economic services		(1,371,871)	(1,466,484)	(1,482,587)
Other property and services		(1,883,725)	(612,528)	(1,507,710)
		(19,970,469)	(16,612,200)	(18,409,823)
Non-cash amounts excluded from operating activities	26(a)	7,261,775	4,452,548	6,516,737
Amount attributable to operating activities		(3,407,668)	(4,637,316)	(2,870,567)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		2,402,656	5,006,278	3,009,444
Proceeds from disposal of assets	10(c)	707,830	128,455	376,498
Proceeds from self supporting loans	13(b)	18,339	18,339	41,112
Purchase of property, plant and equipment	8(a)	(916,926)	(2,443,862)	(2,181,965)
Purchase and construction of infrastructure	9(a)	(2,907,298)	(6,036,151)	(4,651,649)
Amount attributable to investing activities		(695,399)	(3,326,941)	(3,406,560)
FINANCING ACTIVITIES				
Advances to community groups		(23,570)	(55,740)	0
Repayment of borrowings	13(b)	(205,444)	(205,446)	(225,939)
Proceeds from borrowings	13(c)	23,570	455,740	200,000
Transfers to restricted cash (contribution with conditions)		0	(529,776)	0
Transfers to reserves (restricted assets)	4	(1,334,536)	(173,602)	(804,395)
Transfers from reserves (restricted assets)	4	550,221	540,958	626,770
Amount attributable to financing activities		(989,759)	32,134	(203,564)
Surplus/(deficit) before imposition of general rates		(5,092,826)	(7,932,123)	(6,480,691)
Total amount raised from general rates	25	7,889,889	7,932,123	7,745,098
Surplus/(deficit) after imposition of general rates	26(b)	**2,797,063**	**0**	**1,264,407**

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

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

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 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.

CRITICAL ACCOUNTING ESTIMATES

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

The estimates and associated assumptions are based on historical experience and various other factors that are 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 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.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 28 to these financial statements.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

2. REVENUE AND EXPENSES

(a) Revenue

Grant Revenue
Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2019 Actual	2019 Budget	2018 Actual
	$	$	$
Operating grants, subsidies and contributions			
Governance	0	50	39
General purpose funding	2,135,774	845,521	1,707,521
Law, order, public safety	516,036	481,438	306,322
Health	24,091	0	0
Community amenities	16,914	20,000	54,871
Recreation and culture	107,323	137,968	75,717
Transport	194,458	114,057	192,072
Economic services	15,975	3,949	75,883
Other property and services	164,040	141,000	15,828
	3,174,611	1,743,983	2,428,253
Non-operating grants, subsidies and contributions			
Law, order, public safety	218,400	1,123,400	1,253,578
Recreation and culture	2,858	141,480	304,257
Transport	2,181,398	3,741,398	1,451,609
	2,402,656	5,006,278	3,009,444
Total grants, subsidies and contributions	5,577,267	6,750,261	5,437,697

SIGNIFICANT ACCOUNTING POLICIES

Grants, donations and other contributions
Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 24. That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.

Grants, donations and other contributions (Continued)

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)		2019 Actual $	2019 Budget $	2018 Actual $
Other revenue				
Reimbursements and recoveries		89,721	0	337,618
Other		347,659	140,288	242,359
		437,380	140,288	579,977
Fees and Charges				
General purpose funding		19,870	22,000	19,730
Law, order, public safety		135,104	81,550	84,090
Health		356,648	293,348	228,956
Education and welfare		94,675	105,500	105,262
Housing		23,349	22,200	22,520
Community amenities		1,643,514	1,471,573	1,481,205
Recreation and culture		92,616	96,740	70,321
Transport		86,509	65,000	9,389
Economic services		1,526,314	1,689,610	1,734,581
Other property and services		23,730	31,550	22,866
		4,002,329	3,879,071	3,778,920

There were no changes during the year to the amount of the fees or charges detailed in the original budget.

Interest earnings				
Loans receivable - clubs/institutions		1,183	288	4,562
Reserve accounts interest	7(b)	76,947	65,000	68,844
Rates instalment and penalty interest	25(c)	164,529	129,000	145,652
Other interest earnings	7(b)	71,077	49,712	49,856
		313,736	244,000	268,914

SIGNIFICANT ACCOUNTING POLICIES

Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

Interest earnings (Continued)

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

2. REVENUE AND EXPENSES (Continued)

(b) Expenses

	2019 Actual $	2019 Budget $	2018 Actual $
Auditors remuneration			
- Audit of the Annual Financial Report	29,973	39,330	23,822
- Other services	3,150	4,393	12,471
	33,123	43,723	36,293
Interest expenses (finance costs)			
Borrowings (refer Note 13(b))	128,311	130,778	139,798
	128,311	130,778	139,798
Rental charges			
- Operating leases	50,310	0	51,514
	50,310	0	51,514

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

3. CASH AND CASH EQUIVALENTS

	NOTE	2019 $	2018 $
Cash at bank and on hand		7,249,115	4,355,805
		7,249,115	4,355,805
Comprises:			
- Unrestricted cash and cash equivalents		762,981	87,252
- Restricted cash and cash equivalents		6,486,134	4,268,553
		7,249,115	4,355,805
The following restrictions have been imposed by regulations or other externally imposed requirements:			
Reserve accounts			
LSL, Annual, Sick Leave and Staff Contingency	4	423,650	457,923
Office Equipment Reserve	4	2,903	2,841
Plant and Equipment Reserve	4	1,285,433	623,669
Land and Buildings Reserve	4	711,861	858,805
Guilderton Caravan Park Reserve	4	35,187	137,226
Shire Recreation Development Reserve	4	74,092	69,861
Redfield Park Reserve	4	31,032	30,366
Ocean Farm Recreation Reserve	4	30,728	30,068
Tip Rationalisation Reserve	4	1,090,292	625,112
Lancelin Community Sport and Recreation Reserve	4	60,768	53,292
Community Infrastructure Reserve	4	2,096	89,201
Staff Housing	4	33,093	32,383
Future Infrastructure Reserve	4	501,828	491,055
Guilderton Country Club Reserve	4	9,000	5,846
		4,291,963	3,507,648
Other restricted cash and cash equivalents			
Unspent grants/contributions	24	1,711,286	760,905
Bonds and deposits held	12	482,885	0
Total restricted cash and cash equivalents		6,486,134	4,268,553

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

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

Cash and cash equivalents (Continued)

and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

4. RESERVES - CASH BACKED

	2019 Actual Opening Balance	2019 Actual Transfer to	2019 Actual Transfer (from)	2019 Actual Closing Balance	2019 Budget Opening Balance	2019 Budget Transfer to	2019 Budget Transfer (from)	2019 Budget Closing Balance	2018 Actual Opening Balance	2018 Actual Transfer to	2018 Actual Transfer (from)	2018 Actual Closing Balance
	$	$	$	$	$	$	$	$	$	$	$	$
(a) LSL, Annual, Sick Leave and Staff Contingency	457,923	10,045	(44,318)	423,650	450,923	10,015	0	460,938	513,063	11,219	(66,359)	457,923
(b) Office Equipment Reserve	2,841	62	0	2,903	9,841	342	0	10,183	17,486	382	(15,027)	2,841
(c) Plant and Equipment Reserve	623,669	713,802	(52,038)	1,285,433	623,669	102,989	0	726,658	153,129	470,785	(245)	623,669
(e) Land and Buildings Reserve	858,805	36,015	(182,959)	711,861	865,680	26,452	(139,000)	753,132	753,210	213,137	(107,542)	858,805
(f) Guilderton Caravan Park Reserve	137,226	3,011	(105,050)	35,187	137,226	1,198	(115,000)	23,424	222,713	4,869	(90,356)	137,226
(g) Shire Recreation Development Reserve	69,861	21,533	(17,302)	74,092	69,861	3,989	(17,302)	56,548	204,379	55,709	(190,227)	69,861
(h) Redfield Park Reserve	30,366	666	0	31,032	30,366	581	0	30,947	29,762	651	(47)	30,366
(i) Ocean Farm Recreation Reserve	30,068	660	0	30,728	30,068	714	(7,635)	23,147	36,564	800	(7,296)	30,068
(j) Tip Rationalisation Reserve	625,112	513,713	(48,533)	1,090,292	711,300	13,608	(52,000)	672,908	697,171	15,245	(87,304)	625,112
(k) Lancelin Community Sport and Recreation Reserve	53,292	18,436	(10,960)	60,768	53,292	956	(10,960)	43,288	49,002	14,369	(10,079)	53,292
(m) Community Infrastructure Reserve	89,201	1,956	(89,061)	2,096	89,201	1,707	(89,061)	1,847	87,429	1,912	(140)	89,201
(n) Staff Housing	32,383	710	0	33,093	32,383	620	0	33,003	31,740	694	(51)	32,383
(o) Future Infrastructure Reserve	491,055	10,773	0	501,828	491,055	10,375	(110,000)	391,430	531,524	11,623	(52,092)	491,055
(p) Guilderton Country Club Reserve	5,846	3,154	0	9,000	5,846	56	0	5,902	2,851	3,000	(5)	5,846
	3,507,648	1,334,536	(550,221)	4,291,963	3,600,711	173,602	(540,958)	3,233,355	3,330,023	804,395	(626,770)	3,507,648

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) LSL, Annual, Sick Leave and Staff Contingency	As required	Used to fund annual leave, long service leave, sick leave, redundancy/retirement and staff contingency.
(b) Office Equipment Reserve	As required	Used for the acquisition and/or replacement of major items of office equipment (including computer system).
(c) Plant and Equipment Reserve	As required	Used for the purchase of major plant and equipment.
(e) Land and Buildings Reserve	As required	Used for the replacement and/or acquisition of land and buildings.
(f) Guilderton Caravan Park Reserve	As required	Used for the development of Guilderton Caravan Park facilities.
(g) Shire Recreation Development Reserve	As required	Used for the development of Shire Recreation facilities.
(h) Redfield Park Reserve	As required	Used for the development of Public Open Space within the Redfield Park subdivision.
(i) Ocean Farm Recreation Reserve	As required	Used for the development of recreation and community facilities within the Ocean Farm subdivision.
(j) Tip Rationalisation Reserve	As required	Used for rationalisation of rubbish tip facilities within the Shire.
(k) Lancelin Community Sport and Recreation Reserve	As required	Used in developing building and other associated infrastructure at the Lancelin Community Sporting Club and are to be spent upon request from the Club, and approval from Council.
(m) Community Infrastructure Reserve	As required	Used to assist in the financing of community facilities.
(n) Staff Housing	As required	To be used to fund Staff housing infrastructure additions and/or replacement.
(o) Future Infrastructure Reserve	As required	To be used to fund future infrastructure construction, purchase, additions and/or renewals.
(p) Guilderton Country Club Reserve	As required	To be used to fund the development of the Guilderton Country Club and are to be spent upon request from the Club, and approval from Council.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

5. TRADE RECEIVABLES

	2019	2018
	$	$
Current		
Rates receivable	1,094,223	909,257
Sundry receivables	357,864	609,832
GST receivable	50,813	172,528
Prepayments	17,173	23,577
Legal Costs - recovery of rates	322,569	129,810
Rubbish Fees	69,282	59,308
	1,911,924	1,904,312
Non-current		
Pensioner's rates and ESL deferred	128,487	122,381
	128,487	122,381

SIGNIFICANT ACCOUNTING POLICIES

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 goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible 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.

Impairment and risk exposure
Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 27.

Previous accounting policy: Impairment of trade receivables
In the prior year, the impairment of trade receivables was assessed based on the incurred loss model. Individual receivables which were known to be uncollectible were written off by reducing the carrying amount directly. The other receivables were assessed collectively to determine whether there was objective evidence that an impairment had been incurred but not yet identified. For these receivables the estimated impairment losses were recognised in a separate provision for impairment.

Classification and subsequent measurement
Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

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.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

6. INVENTORIES

	2019	2018
	$	$
Current		
Fuel and materials	28,935	20,505
History books	8,581	9,989
	37,516	30,494
The following movements in inventories occurred during the year:		
Carrying amount at 1 July	30,494	26,713
Inventories expensed during the year	(302,999)	(256,716)
Write down of inventories to net realisable value	(1,407)	0
Additions to inventory	311,428	260,497
Carrying amount at 30 June	37,516	30,494

SIGNIFICANT ACCOUNTING POLICIES

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.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

7. OTHER FINANCIAL ASSETS

	2019	2018
	$	$
(a) Current assets		
Other financial assets at amortised cost		
- Financial assets at amortised cost - self supporting loans	13,819	0
	13,819	0
Financial assets previously classified as loans and receivables		
- Loans receivable - clubs/institutions	0	18,339
	0	18,339
(b) Non-current assets		
Other financial assets at amortised cost		
- Financial assets at amortised cost - self supporting loans	32,752	0
	32,752	0
Financial assets at fair value through profit and loss		
- *Unlisted equity investments*		
Local government house unit trust	70,068	0
	70,068	0
Financial assets previously classified as loans and receivables		
- Loans receivable - clubs/institutions	0	23,001
	0	23,001

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 13(b) as self supporting loans.

SIGNIFICANT ACCOUNTING POLICIES

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.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 27.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Previous accounting policy: available for sale financial assets

Available-for-sale financial assets were non-derivative financial assets that were either not suitable to be classified as other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Previous accounting policy: Loans and receivables

Non-derivative financial assets with fixed or determinable payments that were not quoted in an active market and are solely payments of principal and interest were classified as loans and receivables and are subsequently measured at amortised cost, using the effective interest rate method.

Refer to Note 29 for explanations regarding the change in accounting policy and reclassification of available for sale financial assets to financial assets at fair value through profit and loss.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Land - vested in and under the control of Council	Total land	Buildings - non-specialised	Buildings - specialised	Total buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Tools	Total property, plant and equipment
	$	$	$	$	$	$	$	$	$	$	$
Balance at 1 July 2017	16,892,000	3,823,555	20,715,555	1,647,700	23,404,900	25,052,600	45,768,155	241,936	4,977,421	9,277	50,996,789
Additions	0	0	0	0	420,746	420,746	420,746	76,620	1,684,599	0	2,181,965
(Disposals)	(470,000)	0	(470,000)	0	0	0	(470,000)	(13,899)	(178,541)	0	(662,440)
Depreciation (expense)	0	0	0	(32,297)	(475,904)	(508,201)	(508,201)	(44,995)	(856,245)	(1,792)	(1,411,233)
Transfers	0	0	0	0	49,286	49,286	49,286	0	0	0	49,286
Carrying amount at 30 June 2018	16,422,000	3,823,555	20,245,555	1,615,403	23,399,028	25,014,431	45,259,986	259,662	5,627,234	7,485	51,154,367
Comprises:											
Gross carrying amount at 30 June 2018	16,422,000	3,823,555	20,245,555	1,647,700	23,874,932	25,522,632	45,768,187	336,259	7,229,695	12,900	53,347,041
Accumulated depreciation at 30 June 2018	0	0	0	(32,297)	(475,904)	(508,201)	(508,201)	(76,597)	(1,602,461)	(5,415)	(2,192,674)
Carrying amount at 30 June 2018	16,422,000	3,823,555	20,245,555	1,615,403	23,399,028	25,014,431	45,259,986	259,662	5,627,234	7,485	51,154,367
Additions	130,000	0	130,000	34,130	173,379	207,509	337,509	58,450	520,967	0	916,926
(Disposals)	(1,922,934)	0	(1,922,934)	0	(2,431)	(2,431)	(1,925,365)	(39,692)	(283,518)	0	(2,248,575)
Revaluation increments / (decrements) transferred to revaluation surplus	(1,317,066)	555,776	(761,290)	0	0	0	(761,290)	0	0	0	(761,290)
Depreciation (expense)	0	0	0	(52,259)	(785,610)	(837,869)	(837,869)	(39,522)	(731,170)	(1,792)	(1,610,353)
Transfers	0	0	0	(1)	120	119	119	(119)	0	0	0
Carrying amount at 30 June 2019	13,312,000	4,379,331	17,691,331	1,597,273	22,784,486	24,381,759	42,073,090	238,779	5,133,513	5,693	47,451,075
Comprises:											
Gross carrying amount at 30 June 2019	13,312,000	4,379,331	17,691,331	1,681,830	24,045,411	25,727,241	43,418,572	343,463	7,265,993	12,900	51,040,928
Accumulated depreciation at 30 June 2019	0	0	0	(84,557)	(1,260,925)	(1,345,482)	(1,345,482)	(104,684)	(2,132,480)	(7,207)	(3,589,853)
Carrying amount at 30 June 2019	13,312,000	4,379,331	17,691,331	1,597,273	22,784,486	24,381,759	42,073,090	238,779	5,133,513	5,693	47,451,075

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Land and buildings					
Land - freehold land	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2019	Price per hectare
Land - freehold land	3	Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2019	Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Land - vested in and under the control of Council	3	Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2019	Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Buildings - non-specialised	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2017	Price per square metre
Buildings - non-specialised	3	Cost approach using depreciated replacement cost	Management valuation	June 2017	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Buildings - specialised	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2017	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Furniture and equipment	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
- Independent/management valuation 2016	2	Market approach using recent observable market data for similar properties	Independent registered valuers and Management Valuation	June 2016	Price per item
- Independent/management valuation 2016	3	Cost approach using depreciated replacement cost	Independent registered valuers and Management Valuation	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Tools	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

9. INFRASTRUCTURE

(a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Infrastructure - Foopaths	Infrastructure - Parks and Ovals	Infrastructure - Other	Infrastructure - Bridges	Total Infrastructure
	$	$	$	$	$	$
Balance at 1 July 2017	80,177,382	167,796	12,991,968	7,569,634	2,535,292	103,442,072
Additions	3,155,473	0	1,278,382	217,794	0	4,651,649
Revaluation increments / (decrements) transferred to revaluation surplus	42,162,269	0	(268,751)	0	0	41,893,518
Revaluation (loss) / reversals transferred to profit or loss	0	(27,525)	0	(1,100,575)	0	(1,128,100)
Depreciation (expense)	(2,335,190)	(6,934)	(990,155)	(352,347)	(139,772)	(3,824,398)
Transfers	78,932	0	0	(128,218)	0	(49,286)
Carrying amount at 30 June 2018	123,238,866	133,337	13,011,444	6,206,288	2,395,520	144,985,455
Comprises:						
Gross carrying amount at 30 June 2018	123,238,866	133,337	13,011,444	6,206,288	2,395,520	144,985,455
Carrying amount at 30 June 2018	123,238,866	133,337	13,011,444	6,206,288	2,395,520	144,985,455
Additions	2,026,533	150,472	484,968	55,325	190,000	2,907,298
(Disposals)	0	(5,814)	0	(30,489)	0	(36,303)
Depreciation (expense)	(2,714,693)	(11,120)	(762,994)	(591,020)	(116,544)	(4,196,371)
Carrying amount at 30 June 2019	122,550,706	266,875	12,733,418	5,640,104	2,468,976	143,660,079
Comprises:						
Gross carrying amount at 30 June 2019	125,265,399	277,995	13,496,413	6,801,172	2,585,268	148,426,247
Accumulated depreciation at 30 June 2019	(2,714,693)	(11,120)	(762,995)	(1,161,068)	(116,292)	(4,766,168)
Carrying amount at 30 June 2019	122,550,706	266,875	12,733,418	5,640,104	2,468,976	143,660,079

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

9. INFRASTRUCTURE (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	3	Cost approach using depreciated replacement	Management Valuation	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3).
Infrastructure - Foopaths	3	Cost approach using depreciated replacement	Management Valuation	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3).
Infrastructure - Parks and Ovals	3	Cost approach using depreciated replacement	Management Valuation	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3).
Infrastructure - Other	3	Cost approach using depreciated replacement	Management Valuation	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3).
Infrastructure - Bridges	3	Cost approach using depreciated replacement	Management Valuation	June 2018	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3).

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

10. PROPERTY, PLANT AND EQUIPMENT - INCLUDING INFRASTRUCTURE (Continued)

(a) SIGNIFICANT ACCOUNTING POLICIES

Fixed assets
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.

Initial recognition and measurement between mandatory revaluation dates
All assets are initially recognised at cost where the fair value of the asset at date of acquisition is equal to or above $5,000. All assets are subsequently revalued in accordance with the mandatory measurement framework.

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 no cost or for nominal consideration, 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.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation
The fair value of fixed assets is determined at least every three years and no more than five years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under control
In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the Shire was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Land under roads
In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i) prohibits* local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

(b) Depreciation

	2019 Actual	2019 Budget	2018 Actual
	$	$	$
Buildings - non-specialised	52,259	29,280	32,297
Buildings - specialised	785,610	421,190	475,904
Furniture and equipment	39,522	39,353	44,995
Plant and equipment	731,170	742,057	856,245
Tools	1,792	1,590	1,792
Infrastructure - Roads	2,714,693	1,800,000	2,335,190
Infrastructure - Foopaths	11,120	0	6,934
Infrastructure - Parks and Ovals	762,994	0	990,155
Infrastructure - Other	591,020	115,590	352,347
Infrastructure - Bridges	116,544	1,184,356	139,772
	5,806,724	4,333,416	5,235,631

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings - non specialised	2 to 50 years
Buildings - specialised	2 to 50 years
Furniture and equipment	4 to 30 years
Plant and equipment	5 to 15 years
Tools	4 to 10 years
Infrastructure - Footpaths	40 years
Infrastructure - Parks & ovals	5 to 25 years
Infrastructure - Bridges	50 to 100 years
Infrastructure - Other	5 to 25 years
Infrastructure - Car parks (sealed)	40 years
Sealed roads and streets	
- formation	not depreciated
- pavement	50 years
Seal	
- bituminous seals	25 years
- asphalt surfaces	25 years
Gravel roads	
- formation	not depreciated
- pavement	50 years
Footpaths - slab	12 years
Formed roads - unsealed (reducing balance)	
- formation	not depreciated
- pavement	50 years
Sewerage piping	80 years
Water supply piping and drainage systems	85 years

Depreciation (Continued)

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

(a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or

(b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

SHIRE OF GINGIN
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10. PROPERTY, PLANT AND EQUIPMENT (INCLUDING INFRASTRUCTURE) (Continued)

(c) Disposals of Assets

	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss	2019 Budget Net Book Value	2019 Budget Sale Proceeds	2019 Budget Profit	2019 Budget Loss	2018 Actual Net Book Value	2018 Actual Sale Proceeds	2018 Actual Profit	2018 Actual Loss
	$	$	$	$	$	$	$	$	$	$	$	$
Land - freehold land	1,922,934	500,000	0	(1,422,934)	0	0	0	0	470,000	195,000	0	(275,000)
Buildings - specialised	2,431	0	0	(2,431)	0	0	0	0	0	0	0	0
Furniture and equipment	39,692	0	0	(39,692)	0	0	0	0	13,899	2,000	0	(11,899)
Plant and equipment	283,518	207,830	33,603	(109,291)	247,587	128,455	0	(119,132)	178,541	179,498	29,886	(28,929)
Infrastructure - Other	30,489	0	0	(30,489)	0	0	0	0	0	0	0	0
Infrastructure - Footpaths	5,814	0	0	(5,814)	0	0	0	0	0	0	0	0
	2,284,878	707,830	33,603	(1,610,651)	247,587	128,455	0	(119,132)	662,440	376,498	29,886	(315,828)

The following assets were disposed of during the year.

	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
Plant and Equipment				
Law, order, public safety				
Fire Vehicle GG01	30,276	12,273	0	(18,003)
Fire Vehicle GG084	40,339	22,727	0	(17,612)
Ranger Utility GG073	24,148	15,455	0	(8,693)
Ranger Utility GG074	24,148	19,091	0	(5,057)
Transport				
Mitsubishi Canter GG060	34,888	25,455	0	(9,433)
Ford Utility GG061	6,000	3,182	0	(2,818)
Toyota Landcruiser 0GG	37,045	69,556	32,511	0
Tractor Mower GG095	5,508	6,600	1,092	0
Kanga Loader	5,469	4,400	0	(1,069)
Mitsubishi Canter GG048	42,626	29,091	0	(13,535)
Assets under LGA $5,000 Threshold	33,071	0	0	(33,071)
	283,518	207,830	33,603	(109,291)
Land				
Other Property and Services				
Lot 701 Wannamal Road Boonanarring VOL1594 FOL 302	740,000	11,337	0	(728,663)
Landfill Site - Wannamal Tip Rationalisation	1,182,934	488,663	0	(694,271)
	1,922,934	500,000	0	(1,422,934)
Buildings Specialised				
Recreation and culture				
Bus ShelterTamarisk Drive Redfield Park	1,446	0	0	(1,446)
Assets under LGA $5,000 Threshold	985	0	0	(985)
	2,431	0	0	(2,431)
Furniture & equipment				
Other property and services				
Assets under LGA $5,000 Threshold	39,692		0	(39,692)
	39,692	0	0	(39,692)
Infrastructure - Other				
Recreation and culture				
Picnic Shelter Key Biscayne Park Ledge Point Road Gazebo	6,590	0	0	(6,590)
Other property and services				
Assets under LGA $5,000 Threshold	23,899	0	0	(23,899)
	30,489	0	0	(30,489)
Footpaths				
Transport				
Assets under LGA $5,000 Threshold	5,814	0	0	(5,814)
	5,814	0	0	(5,814)
	2,284,878	707,830	33,603	(1,610,651)

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

11. REVALUATION SURPLUS

	2019 Opening Balance	2019 Revaluation Increment	2019 Revaluation (Decrement)	Total Movement on Revaluation	2019 Closing Balance	2018 Opening Balance	2018 Revaluation Increment	2018 Revaluation (Decrement)	Total Movement on Revaluation	2018 Closing Balance
	$	$	$	$	$	$	$	$	$	$
Revaluation Surplus - Land - freehold	7,424,771	0	(1,317,066)	(1,317,066)	6,107,705	7,424,771	0	0	0	7,424,771
Revaluation surplus - Land - vested in and under the control of Council	3,823,555	555,776	0	555,776	4,379,331	3,823,555	0	0	0	3,823,555
Revaluation surplus - Buildings	17,077,802	0	0	0	17,077,802	17,077,802	0	0	0	17,077,802
Revaluation surplus - Plant and equipment	2,429,366	0	0	0	2,429,366	2,429,366	0	0	0	2,429,366
Revaluation surplus - Tools	62,540	0	0	0	62,540	62,540	0	0	0	62,540
Revaluation surplus - Infrastructure - Roads	108,208,567	0	0	0	108,208,567	66,046,298	42,162,269	0	42,162,269	108,208,567
Revaluation surplus - Infrastructure - Parks and Ovals	7,693,992	0	0	0	7,693,992	7,962,743	0	(268,751)	(268,751)	7,693,992
Revaluation surplus - Infrastructure - Bridges	2,744,000	0	0	0	2,744,000	2,744,000	0	0	0	2,744,000
	149,464,593	555,776	(1,317,066)	(761,290)	148,703,303	107,571,075	42,162,269	(268,751)	41,893,518	149,464,593

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

12. TRADE AND OTHER PAYABLES

	2019	2018
	$	$
Current		
Sundry creditors	480,007	456,769
Accrued salaries and wages	50,961	45,466
ATO liabilities	105,728	98,274
Other payables	72,855	51,580
Bonds and Deposits *(see Note 28)*	482,885	0
Accrued interest on long term borrowings	27,374	29,840
	1,219,810	681,929

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect

Trade and other payables (Continued)

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.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

13. INFORMATION ON BORROWINGS

(a) Borrowings

	2019	2018
	$	$
Current	224,228	205,444
Non-current	1,977,186	2,177,844
	2,201,414	2,383,288

(b) Repayments - Borrowings

Particulars	Loan Number	Institution	Interest Rate	Actual Principal 1 July 2018	30 June 2019 Actual New Loans	30 June 2019 Actual Principal repayments	30 June 2019 Actual Interest repayments	30 June 2019 Actual Principal outstanding	Budget Principal 1 July 2018	30 June 2019 Budget New Loans	30 June 2019 Budget Principal repayments	30 June 2019 Budget Interest repayments	30 June 2019 Budget Principal outstanding	Actual Principal 1 July 2017	30 June 2018 Actual New Loans	30 June 2018 Actual Principal repayments	30 June 2018 Actual Interest repayments	30 June 2018 Actual Principal outstanding
				$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Health																		
Gingin Medical Centre	L100	WATC	6.51%	185,141	0	26,066	10,923	159,075	185,139	0	26,066	11,635	159,073	209,565	0	24,424	12,584	185,141
Community amenities																		
Tip Rationalisation	L111	WATC	6.49%	469,334	0	16,565	29,791	452,768	469,333	0	16,565	30,195	452,768	484,874	0	15,540	30,841	469,334
Seabird Sea Wall	L127	WATC	2.51%	185,113	0	19,796	4,310	165,317	185,113	0	19,797	4,523	165,316	204,422	0	19,309	4,802	185,113
Lancelin Caravan Park Assets	L128	WATC	2.52%	181,108	0	38,501	3,961	142,607	181,100	0	38,501	4,321	142,599	0	200,000	18,892	4,222	181,108
Recreation and culture																		
Guilderton Country Club	L114	WATC	7.14%	434,545	0	31,057	30,229	403,488	434,545	0	31,057	30,482	403,488	463,497	0	28,952	32,350	434,545
LP Country Club & Granville Centre	L119	WATC	7.19%	0	0	0	0	0	0	0	0	0	0	8,446	0	8,446	390	0
Regional Hardcourt Facility	L120	WATC	6.68%	304,694	0	19,519	19,991	285,175	304,695	0	19,519	20,033	285,176	322,972	0	18,278	21,234	304,694
Regional Hardcourt Facility	L124A	WATC	4.13%	294,026	0	19,375	11,886	274,651	294,027	0	19,375	11,945	274,652	312,625	0	18,599	12,664	294,026
Swimming Pool Tiling	L126	WATC	3.10%	123,574	0	13,835	3,549	109,739	123,574	0	13,836	3,724	109,738	136,990	0	13,416	3,974	123,574
Economic services																		
GU Caravan Park Waste Water	L131	WATC		0	0	0	0	0	0	400,000	0	0	400,000	0	0	0	0	0
Other property and services																		
Office Extensions	L118	WATC	7.19%	0	0	0	0	0	0	0	0	0	0	16,826	0	16,826	775	0
Lot 44 Weld Street Gingin	L123	WATC	6.96%	199,400	0	14,377	13,425	185,023	199,401	0	14,377	13,632	185,024	212,826	0	13,426	14,389	199,400
				2,376,935	0	199,091	128,065	2,177,843	2,376,927	400,000	199,093	130,490	2,577,834	2,373,043	200,000	196,108	138,225	2,376,935
Self Supporting Loans																		
Recreation and culture																		
Ledge Point Country Club	L130	WATC	2.16%	0	23,570	0	55	23,571	0	25,000	0	0	25,000	0	0	0	0	0
Guilderton Country Club	L115	WATC	7.17%	0	0	0	0	0	0	0	0	0	0	13,453	0	13,453	618	0
GG Equestrain Centre				0	0	0	0	0	0	30,740	0	0	30,740	0	0	0	0	0
Economic services																		
L103 Gingin Sale Yards	L103	WATC	6.02%	6,353	0	6,353	191	0	6,353	0	6,353	288	0	12,340	0	5,987	556	6,353
Other property and services																		
L93 Lancelin Angling and Aquatic	L93	WATC	6.62%	0	0	0	0	0	0	0	0	0	0	10,391	0	10,391	399	0
				6,353	23,570	6,353	246	23,571	6,353	55,740	6,353	288	55,740	36,184	0	29,831	1,573	6,353
				2,383,288	23,570	205,444	128,311	2,201,414	2,383,280	455,740	205,446	130,778	2,633,574	2,409,227	200,000	225,939	139,798	2,383,288

Self supporting loans are financed by payments from third parties. These are shown in Note 7 as other financial assets at amortised cost.
All other loan repayments were financed by general purpose revenue.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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13. INFORMATION ON BORROWINGS (Continued)

(c) New Borrowings - 2018/19

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed 2019 Actual	Amount Borrowed 2019 Budget	Amount (Used) 2019 Actual	Amount (Used) 2019 Budget	Total Interest & Charges	Actual Balance Unspent
				%	$	$	$	$	$	$
Ledge Pt Country Club Cool Room	WATC	Debenture	10	2.16%	23,570	25,000	23,570	25,000	26,334	0
L129 GG Campdraft	Unknown	Debenture	10	3.50%	0	30,740	0	30,740	0	0
L131 GU Caravan Park Waste Wate	Unknown	Debenture	10	3.50%	0	400,000	0	400,000	77,530	0
					23,570	455,740	23,570	455,740	103,864	0

(d) Undrawn Borrowing Facilities	2019 $	2018 $
Credit Standby Arrangements		
Bank overdraft limit	500,000	500,000
Credit card limit	29,000	38,000
Credit card balance at balance date	(7,823)	(4,850)
Total amount of credit unused	521,177	533,150
Loan facilities		
Loan facilities - current	224,228	205,444
Loan facilities - non-current	1,977,186	2,177,844
Total facilities in use at balance date	2,201,414	2,383,288
Unused loan facilities at balance date	Nil	Nil

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the Shire becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Borrowing costs

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.

Risk

Information regarding exposure to risk can be found at Note 27.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

14. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions	Provision for Annual & Sick Leave	Provision for Long Service Leave	Total
	$	$	$
Opening balance at 1 July 2018			
Current provisions	376,167	460,460	836,627
Non-current provisions	50,522	93,861	144,383
	426,689	554,321	981,010
Additional provision	68,728	13,162	81,890
Amounts used	(43,296)	(31,325)	(74,621)
Balance at 30 June 2019	452,121	536,158	988,279
Comprises			
Current	442,251	447,468	889,719
Non-current	9,870	88,690	98,560
	452,121	536,158	988,279

Amounts are expected to be settled on the following basis:	2019 $	2018 $
Less than 12 months after the reporting date	558,523	326,497
More than 12 months from reporting date	429,756	654,513
	988,279	981,010

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

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 statement of financial position.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as 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

Other long-term employee benefits (Continued)

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.

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.

15. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2019 Actual	2019 Budget	2018 Actual
	$	$	$
Cash and cash equivalents	7,249,115	4,616,139	4,355,805
Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	(1,641,305)	2,338,543	(564,554)
Non-cash flows in Net result:			
Fair value adjustment to financial assets through profit and loss	(70,068)	0	0
Depreciation	5,806,724	4,333,416	5,235,631
(Profit)/loss on sale of asset	1,577,048	119,132	285,942
Loss on revaluation of fixed assets	0	0	1,128,100
Changes in assets and liabilities:			
(Increase)/decrease in receivables	(13,718)	800,000	100,101
(Increase)/decrease in inventories	(7,022)	0	(3,781)
Increase/(decrease) in payables	537,881	803,314	(724,384)
Increase/(decrease) in provisions	7,269		105,858
Grants contributions for the development of assets	(2,402,656)	(5,006,278)	(3,009,444)
Net cash from operating activities	3,794,153	3,388,127	2,553,469

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2019	2018
	$	$
Governance	0	7,539
General purpose funding	1,545,264	1,320,431
Law, order, public safety	1,830,292	2,081,888
Health	753,685	770,316
Education and welfare	2,683,618	2,748,643
Community amenities	1,809,387	1,966,593
Recreation and culture	30,953,888	32,001,296
Transport	126,140,603	126,591,178
Economic services	2,032,445	2,068,935
Other property and services	20,839,978	26,583,002
Unallocated	11,965,675	6,454,333
	200,554,835	202,594,154

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

17. CONTINGENT LIABILITIES

Contingent liabilities
The Shire did not have any contingent liabilities as at balance date.

18. JOINT ARRANGEMENTS

Joint arrangements
The Shire did not have any joint arragements.

19. MAJOR LAND TRANSACTIONS

Major land transactions
The Shire did not participate in any major land transactions during 2018/19 financial year.

20. TRADING UNDERTAKINGS

Trading undertakings
The Shire did not participate in any trading undertakings during the 2018/19 financial year.

21. EVENTS OCCURING AFTER THE END OF THE REPORTING PERIOD

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Shire.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

22. CAPITAL AND LEASING COMMITMENTS

	2019	2018
	$	$
(a) Capital Expenditure Commitments		
Contracted for:		
- capital expenditure projects	0	126,108
- plant & equipment purchases	0	177,867
	0	303,975
Payable:		
- not later than one year	0	303,975

In 2018 the Capital Expenditure commitments are:
The plant and equipment purchases are for a new grapple rake and extendable jibs for Loader GG026.

The capital expendtiture projects relate to the Gingin Road Lancelin Pathways and the limestone wall at the Gingin Recreation Centre.

(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

	2019	2018
	$	$
Payable:		
- not later than one year	43,292	51,514
- later than one year but not later than five years	24,003	65,150
	67,295	116,664

SIGNIFICANT ACCOUNTING POLICIES

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

SHIRE OF GINGIN
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FOR THE YEAR ENDED 30TH JUNE 2019

23. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the President.	2019 Actual $	2019 Budget $	2018 Actual $
Meeting Fees	79,000	79,000	79,000
President's allowance	16,000	16,000	16,000
Deputy President's allowance	4,000	4,000	4,000
Travelling expenses	17,316	13,000	12,522
Telecommunications allowance	18,180	18,544	23,678
Conferences/Training	16,498	27,190	18,797
	150,994	157,734	153,997

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the Shire during the year are as follows:	2019 Actual $	2018 Actual $
Short-term employee benefits	790,202	708,001
Post-employment benefits	84,931	95,180
Other long-term benefits	19,141	20,681
Termination benefits	10,663	1,678
	904,937	825,540

Short-term employee benefits
These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits
These amounts are the current-year's estimated cost of providing for the Shire's superannuation contributions made during the year.

Other long-term benefits
These amounts represent long service benefits accruing during the year.

Termination benefits
These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

23. RELATED PARTY TRANSACTIONS (Continued)

Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:	2019 Actual $	2018 Actual $
Sale of goods and services	4,725	5,600
Purchase of goods and services	457,313	479,981
Amounts payable to related parties:		
Trade and other payables	0	20

Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. Other Related Parties

The associate person of KMP was employed by the Shire under normal employement terms and conditions.

iii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

24. CONDITIONS OVER GRANTS/CONTRIBUTIONS

Grant/Contribution	Opening Balance [1] 1/07/17	Received [2] 2017/18	Expended [3] 2017/18	Closing Balance [1] 30/06/18	Received [2] 2018/19	Expended [3] 2018/19	Closing Balance 30/06/19
	$	$	$	$	$	$	$
Governance							
Shire Golf Day	0	818	(818)	0	0	0	0
Law, order, public safety							
Driver Revivor	554	0	0	554	0	0	554
Lower Coastal Fire Control	25,194	0	0	25,194	0	0	25,194
Redfield Park Fire Control	4,738	0	0	4,738	0	0	4,738
DFES Unspent Grant*	8,674	0	0	8,674	193,844*	0	202,518
Guilderton Parking Meter	0	0	0	0	16,610	0	16,610
Health							
Gingin Logo Plates	7,038	91	0	7,129	364	0	7,493
Gingin Ambulance	24,000	6,000	0	30,000	6,000	0	36,000
Lancelin Ambulance	15,000	18,000	0	33,000	18,000	0	51,000
Nabaroo Water	2,047	0	0	2,047	0	0	2,047
Medical Transfer Vehicle Donation	0	5	0	5	0	0	5
Education and welfare							
Community Bus Replacement	141,076	0	0	141,076	0	0	141,076
Lancelin Aged Accommodation Long Term Maintenance	84,945	5,500	(28,576)	61,869	5,500	0	67,369
Community amenities							
Coastal Hazard Risk Management Plan	35,000	0	(35,000)	0	0	0	0
Seabird Erosion Project	19,355	0	(9,998)	9,357	0	0	9,357
Sovereign Hill POS	4,385	0	0	4,385	0	0	4,385
Price Lot 30 Planning Condition	23,000	0	0	23,000	0	0	23,000
Lancelin Sand Nourishment & Seabird Monitoring	8,387	2,307	0	10,694	0	(10,694)	0
Coastal Inundation	5,000	0	0	5,000	0	0	5,000
Recreation and culture							
Concept Plan for Granville Park Gingin	5,000	0	(2,150)	2,850	0	0	2,850
DOLG Unspent LA Off-Road	11,478	0	(7,980)	3,498	0	(3,498)	0
Edgar Subdivision	2,750	0	0	2,750	0	0	2,750
Lancelin Public Open Space	14,800	0	0	14,800	0	0	14,800
Transport							
Battle Axe LA3 & LA90	2,640	0	0	2,640	0	0	2,640
Bendigo Bank Contribution Towards Parking Area	2,251	0	0	2,251	0	0	2,251
Chitna Road	3,000	0	0	3,000	0	0	3,000
Cowalla Road Upgrade	16,000	0	0	16,000	0	0	16,000
Cullalla Road Upgrade	45,000	0	0	45,000	0	0	45,000
Dewar GB Roads	750	0	0	750	0	0	750
Donaldson Subdivision	2,500	0	0	2,500	0	0	2,500
Harris M Subdivision	1,280	0	0	1,280	0	0	1,280
Ledge Point Footpaths	38,020	0	0	38,020	0	0	38,020
Schofield - Cheriton and Brockman Streets	78,015	0	(78,015)	0	0	0	0
Teal Park Roads	1,181	0	0	1,181	0	0	1,181
Whakea Road Upgrade	107	0	0	107	0	0	107
Lancelin Footpaths	6,746	0	0	6,746	0	0	6,746
Main Roads Unspent Bridge Grant	190,000	0	0	190,000	0	(190,000)	0
MRWA Orange Spring Rd Works*	0	0	0	0	914,255*	0	914,255
Economic services							
Lancelin Ratepayers and Residents Bench	79	0	0	79	0	0	79
Gingin Railway Station Restricted Cash	0	5,731	0	5,731	0	0	5,731
Other property and services							
Wheatbelt Development Commission	80,000	0	(25,000)	55,000	0	0	55,000
Total	909,990	38,452	(187,537)	760,905	1,154,573	(204,192)	1,711,286

Notes:
(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

* Unspent grants which have conditions in their agreement (see Note 30)

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

25. RATING INFORMATION

(a) Rates

RATE TYPE Differential general rate	Rate in $	Number of Properties	2018/19 Actual Rateable Value $	2018/19 Actual Rate Revenue $	2018/19 Actual Interim Rates $	2018/19 Actual Back Rates $	2018/19 Actual Total Revenue $	2018/19 Budget Rate Revenue $	2018/19 Budget Interim Rate $	2018/19 Budget Back Rate $	2018/19 Budget Total Revenue $	2017/18 Actual Total Revenue $
Gross rental valuations												
GRV - Townsites & Other	0.085169	2,718	44,169,143	3,761,842	6,301	1,179	3,769,322	3,761,842	0	0	3,761,842	3,647,714
Unimproved valuations												
UV - Rural & Other	0.004969	455	274,328,308	1,363,112	(12,555)	(22,538)	1,328,019	1,364,397	20,000	2,000	1,386,397	1,300,498
UV - Intensive/Mining	0.008821	123	63,980,013	564,368	0	0	564,368	564,368	0	0	564,368	572,679
Sub-Total		3,296	382,477,464	5,689,322	(6,254)	(21,359)	5,661,709	5,690,607	20,000	2,000	5,712,607	5,520,891
	Minimum											
Minimum payment	$											
Gross rental valuations												
GRV - Townsites & Other	1,017	1,588	10,598,708	1,614,996	0	0	1,614,996	1,614,996	0	0	1,614,996	1,598,191
Unimproved valuations												
UV - Rural & Other	1,285	380	69,809,182	488,300	1,285	0	489,585	487,015	0	0	487,015	505,260
UV - Intensive/Mining	2,285	93	15,279,172	212,505	0	0	212,505	212,505	0	0	212,505	215,040
Sub-Total		2,061	95,687,062	2,315,801	1,285	0	2,317,086	2,314,516	0	0	2,314,516	2,318,491
		5,357	478,164,526	8,005,123	(4,969)	(21,359)	7,978,795	8,005,123	20,000	2,000	8,027,123	7,839,382
Discounts/concessions (refer Note 25(b))							(88,906)				(95,000)	(94,284)
Total amount raised from general rate							7,889,889				7,932,123	7,745,098
Ex-gratia rates							4,892				5,000	4,777
Totals							7,894,781				7,937,123	7,749,875

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

SHIRE OF GINGIN
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25. RATING INFORMATION (Continued)

(b) Discounts, Incentives, Concessions, & Write-offs

Waivers or Concessions

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Discount %	Discount $	2019 Actual $	2019 Budget $	2018 Actual $
General and minimum rates for properties that are classified within the UV Intensive Differential Rating Category that have a mix of non-intensive and intensive use on a property	Concession	Based on the area of land on the property used for non-intensive purposes.	Based on the area of land on the property used for non-intensive purposes.	88,906	95,000	94,284
				88,906	95,000	94,284

Rate or Fee and Charge to which the Waiver or Concession is Granted	Circumstances in which the Waiver or Concession is Granted and to whom it was available	Objects of the Waiver or Concession	Reasons for the Waiver or Concession
General and minimum rates for properties that are classified within the UV Intensive Differential Rating Category that have a mix of non-intensive and intensive use on a property	A concession is granted based on the area of land used for non-intensive rural purposes. The rates concession is calculated by determining the percentage of the property used for intensive purposes, the balance being non-intensive.	To ensure that the rates paid for a property appropriately reflect the use of the property. The concession is provided for split use differentially rated rural properties where there is a mixed use of non-intensive and intensive use on that property and where less than 75% of the property is classified as 'Intensive Use'.	Property owners within the Shire carry on a variety of mixed uses on their land, with some using less than 75% of their land for non-intensive rural uses. The concession provides for these situations by ensuring the property owner only pays the relevant rates applicable to the use of the land.

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25. RATING INFORMATION (Continued)

(c) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates Interest Rate
		$	%	%
Option One				
One payment	12 Sep 2018	0.00	0.00%	11.00%
Option Two				
Instalment 1	12 Sep 2018	0.00	5.50%	11.00%
Instalment 2	12 Nov 2018	5.00	5.50%	11.00%
Option Three				
Instalment 1	12 Sep 2018	0.00	5.50%	11.00%
Instalment 2	12 Nov 2018	5.00	5.50%	11.00%
Instalment 3	14 Jan 2019	5.00	5.50%	11.00%
Instalment 4	14 Mar 2019	5.00	5.50%	11.00%

	2019 Actual	2019 Budget	2018 Actual
	$	$	$
Interest on unpaid rates	133,574	100,000	117,018
Interest on instalment plan	28,511	29,000	27,321
Charges on instalment plan	19,870	22,000	19,730
Deferred pensioner rates interest	2,444	0	1,313
	184,399	151,000	165,382

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26. RATE SETTING STATEMENT INFORMATION

(a) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

	Note	2018/19 (30 June 2019 Carried Forward)	2018/19 Budget (30 June 2019 Carried Forward)	2018/19 (1 July 2018 Brought Forward)
Adjustments to operating activities		$	$	$
Less: Profit on asset disposals	10(c)	(33,603)	0	(29,886)
Less: Movement in Local government house unit trust		(70,068)	0	0
Movement in pensioner deferred rates (non-current)		(6,106)	0	(14,822)
Movement in employee benefit provisions (non-current)		(45,823)	0	(118,114)
Add: Loss on disposal of assets	10(c)	1,610,651	119,132	315,828
Add: Loss on revaluation of fixed assets	9(a)	0	0	1,128,100
Add: Depreciation on assets	10(b)	5,806,724	4,333,416	5,235,631
Non cash amounts excluded from operating activities		7,261,775	4,452,548	6,516,737

(b) Surplus/(deficit) after imposition of general rates

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

	Note	2018/19 (30 June 2019 Carried Forward)	2018/19 Budget (30 June 2019 Carried Forward)	2018/19 (1 July 2018 Brought Forward)
Adjustments to net current assets		$	$	$
Less: Reserves - restricted cash	3	(4,291,963)	(3,763,131)	(3,507,648)
Less: - Financial assets at amortised cost - self supporting loans	7(a)	(13,819)	0	(18,339)
Add: Borrowings	13(a)	224,228	207,644	205,444
Total adjustments to net current assets		(4,081,554)	(3,555,487)	(3,320,543)
Net current assets used in the Rate Setting Statement				
Total current assets		9,212,374	5,758,570	6,308,950
Less: Total current liabilities		(2,333,757)	(2,203,083)	(1,724,000)
Less: Total adjustments to net current assets		(4,081,554)	(3,555,487)	(3,320,543)
Net current assets used in the Rate Setting Statement		2,797,063	0	1,264,407

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27. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availablity of commited credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	$	$	$	$
2019					
Cash and cash equivalents	2.04%	7,249,115	0	7,246,315	2,800
2018					
Cash and cash equivalents	2.73%	4,355,805	0	4,353,105	2,700

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2019	2018
	$	$
Impact of a 1% movement in interest rates on profit and loss and equity*	72,491	43,558

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 13(b).

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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27. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire 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.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2018 or 1 July 2019 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for rates receivable. No expected credit loss was forecast on 1 July 2018 or 30 June 2019 for rates receivable as penalty interest applies to unpaid rates and properties associated with unpaid rates may be disposed of to recover unpaid rates.

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
30 June 2019					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	0.00%
Gross carrying amount	563,426	286,375	171,565	593,195	1,614,561
Loss allowance	0	0	0	0	0
01 July 2018					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	0.00%
Gross carrying amount	396,448	213,158	158,167	452,983	1,220,756
Loss allowance	0	0	0	0	0

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for sundry receivables. No expected credit loss was forecast on 1 July 2018 or 30 June 2019 for sundry receivables as historical data indicates that any expected credit loss would be immaterial.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2019					
Sundry Receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	0.00%
Gross carrying amount	251,182	8,446	9,869	88,368	357,864
Loss allowance	0	0	0	0	0
01 July 2018					
Sundry Receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	0.00%
Gross carrying amount	422,682	11,604	8,276	167,269	609,832
Loss allowance	0	0	0	0	0

27. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 13(d).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
2019	$	$	$	$	$
Payables	1,219,810	0	0	1,219,810	1,219,810
Borrowings	332,244	1,265,042	1,258,111	2,855,397	2,201,414
	1,552,054	1,265,042	1,258,111	4,075,207	3,421,224
2018					
Payables	681,929	0	0	681,929	681,929
Borrowings	336,225	1,297,208	1,531,855	3,165,288	2,383,288
	1,018,154	1,297,208	1,531,855	3,847,217	3,065,217

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28. TRUST FUNDS

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

	1 July 2018	Amounts Received	Amounts Paid	Reclassification to Restricted Cash - Bonds	30 June 2019
	$	$	$		$
Bonds, Tenders etc	12,487	3,017	(5,025)	(3,612)	6,867
Car Parking Cash in Lieu	13,014	161	0	(13,175)	0
Community Groups	4,293	53	0	(2,777)	1,569
D Wedge Trust	6,327	78	0	0	6,405
Excavation Bonds	26,096	323	0	(26,419)	0
Footpath Bonds	5,982	74	0	(6,056)	0
Landscaping Bonds	49,767	616	0	(37,271)	13,112
Old Junction Hotel Restoration	1,743	22	0	(1,765)	0
Other Bonds/Trusts	21,117	17,579	(500)	(33,650)	4,546
Public Open Space	45,715	503	0	0	46,218
Rehabilitation Bonds	85,831	1,107	0	(86,938)	0
Second Hand Buildings	47,639	528	(5,010)	(43,157)	0
Staff Trust	22,655	52,761	(62,578)	(12,838)	0
Subdivision Bonds	207,138	2,565	0	(209,703)	0
Tree Planting Bonds	5,456	68	0	(5,524)	0
Trust Interest	3,750	3,298	(7,048)	0	0
	559,010	82,753	(80,161)	(482,885)	78,717

In previous years, bonds and deposits were held as trust monies. They are now included in restricted cash at Note 3 and shown as current liabilities at Note 12.

29. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associated with the amendment of existing standards, the only new standard with material application is AASB 9 *Financial Instruments*.

AASB 9 Financial instruments

AASB 9 *Financial Instruments* replaces AASB 139 *Financial Instruments: Recognition and Measurement* for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments: classification and measurement; impairment; and hedge accounting.

The Shire applied AASB 9 prospectively, with an initial application date of 1 July 2018. The adoption of AASB 9 has resulted in changes in accounting policies, however there were no adjustments to the amounts recognised in the financial statements. In accordance with AASB 9.7.2.15, the Shire has not restated the comparative information which continues to be reported under AASB 139. Differences arising from adoption have been recognised directly in accumulated surplus/(deficit).

There was no effect of adopting AASB 9 as at 1 July 2018 for the following reasons:

1) No expected credit loss was forecast from 1 July 2018 to 30 June 2019 for rates receivable as penality interest applies to unpaid rates and properties associated with unpaid rates may be disposed of to recover rates.

2) No expected credit loss was forecast from 1 July 2018 to 30 June 2019 for trade receivables as historical data indicates that an expected credit loss would be immaterial.

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29. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

The classification and measurement requirements of AASB 9 did not have a significant impact on the Shire. The following are the changes in the classification of the Shire's financial assets:
- Trade receivables and Loans and advances classified as Loans and receivables as at 30 June 2018 are held to collect contractual cash flows and give rise to cash flows representing solely payments of principal and interest. These are classified and measured as Financial assets at amortised cost beginning 1 July 2018.

In summary, upon the adoption of ASSB 9, the Shire had the following required (or elected) reclassification as at 1 July 2018.

	Note	Financial Assets AASB 139	Financial Assets at Ammortised Cost AASB 9	Financial Assets at Fair Value through OCI	Financial Assets at Fair Value through Profit & Loss
		$	$	$	$
Financial Asset Category					
-Trade receivables	5	1,830,588	1,830,588	0	0
-Loans and Receivables	7	18,339	18,339	0	0

(b) Impairment

The adoption of AASB 9 has fundamentally changed the Shire's accounting for impairment losses for financial assets by replacing AASB 139's incurred loss approach with a forward-looking expected credit loss (ECL) approach. AASB 9 requires the Shire to recognise an allowance for ECLs for all financial assets not held at fair value through P/L. Upon adoption of AASB 9, the Shire did not recognise any additional impairment on the Shire's trade receivables as historical data indicates that any expected credit loss would be immaterial.

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30. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE YEARS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods,some of which are relevant to the Shire.

This note explains management's assessment of the new and amended pronouncements that are relevant to the Shire, the impact of the adoption of AASB 15 *Revenue from Contracts with Customers*, AASB 16 *Leases* and AASB 1058 *Income for Not-for-Profit Entities*. These standards are applicable to future reporting periods and have not yet been adopted.

(a) Revenue from Contracts with Customers

The Shire will adopt AASB 15 Revenue from Contracts with Customers (issued December 2014) on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the Shire will adopt the new rules prospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments are expected to be made to the amounts recognised in the Statement of Financial Position at the date of initial application 1 July 2019.

	Note	AASB 118 carrying amount 30 June 2019	Reclassification	AASB 15 carrying amount 01 July 2019
		$	$	$
Contract liabilities - current				
Unspent grants, contributions and reimbursements		0	1,108,099	1,108,099
Adjustment to retained surplus from adoption of AASB 15	30(d)	0	(1,108,099)	(1,108,099)

(b) Leases

The Shire adopted AASB 16 prospectively from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions of AASB 16, the Shire has applied this Standard to its leases prospectively, with any cumulative effect of initially applying AASB16 recognised on 1 July 2019. In applying the AASB 16 under the specific transition provisions chosen, the Shire will not restate comparatives for prior reporting periods.

On adoption of AASB 16, the Shire will recognise a right-of-use asset in relation to lease liabilities, which were previously classifed as operating leases applying AASB 117. The right of use asset is deemed to be the lease liability adjusted by the amount of any prepaid or accrued lease payments. In applying AASB 16 for the first time, the Shire will use the following expedient permitted by the standard: - The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of the initial application.

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30. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE YEARS (Continued)

(c) Income For Not-For-Profit Entities

The Shire will adopt AASB 1058 *Income for Not-for-Profit Entities* (Issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Shire will adopt the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates will be recognised as a financial asset and a related amount recognised as a financial liability and no income recognised by the Shire. When the taxable event occurs the financial liability will be extinguished and the Shire will recognise income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration, that were significantly less than fair value principally to enable the Shire to further its objectives, may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer services in relation to volunteer fire services will not be recognised in revenue and expenditure, as the fair value of these services cannot be reliability estimated.

(d) Impact of changes to Retained Surplus

The impact on the Shire of the changes as at 1 July 2019 is as follows:

	Note	Adjustments	2019
			$
Retained surplus - 30 June 2019			43,150,066
Adjustment to retained surplus from adoption of AASB 15	30(a)	(1,108,099)	
Adjustment to retained surplus from adoption of AASB 1058	30(c)	0	(1,108,099)
Retained surplus - 01 July 2019			42,041,967

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31. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification
The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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's intentions to release for sale.

c) Rounding off figures
All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures
Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures
Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation
The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities
Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy
AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2
Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3
Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques
The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach
Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets
In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model ,such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

32. ACTIVITIES/PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources	Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Council services
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services	Rates, general purpose government grants and interest revenue
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer and environmentally conscious community	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services
HEALTH To provide an operational framework for environmental and community health	Inspection of food outlets and their control, noise control and waste disposal compliance
EDUCATION AND WELFARE To provide services to disadvantaged persons, the elderly, children and youth	Maintenance of playgroup centre, aged care housing and Wangaree Community Centre. Provision and maintenance of youth services
HOUSING To provide and maintain staff and other housing	Provision and maintenance of staff and other housing
COMMUNITY AMENITIES To provide services required by the community	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences
RECREATION AND CULTURE To establish and effectively manage infrastructure and resource which will help the social well being of the community	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library and other cultural facilities
TRANSPORT To provide safe, effective and efficient transport services to the community	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
ECONOMIC SERVICES To help promote the shire and its economic wellbeing	Tourism and area promotion including the maintenance and operation of a caravan park. Provosion of rural services including weed control, vermin control and standpipes
OTHER PROPERTY AND SERVICES To monitor and control Shire's overheads operating accounts	Private works operation, plant repair and operation costs and engineering operation costs, administration costs allocated and other unclassified works and services

SHIRE OF GINGIN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2019

33. FINANCIAL RATIOS

	2019 Actual	2018 Actual	2017 Actual
Current ratio	1.91	1.61	1.80
Asset consumption ratio	0.96	0.71	0.80
Asset renewal funding ratio	1.09	1.47	1.07
Asset sustainability ratio	0.30	1.05	1.00
Debt service cover ratio	5.67	4.93	13.89
Operating surplus ratio	(0.33)	(0.33)	(0.06)
Own source revenue coverage ratio	0.62	0.59	0.73

The above ratios are calculated as follows:

Current ratio	current assets minus restricted assets / current liabilities minus liabilities associated with restricted assets
Asset consumption ratio	depreciated replacement costs of depreciable assets / current replacement cost of depreciable assets
Asset renewal funding ratio	NPV of planned capital renewal over 10 years / NPV of required capital expenditure over 10 years
Asset sustainability ratio	capital renewal and replacement expenditure / depreciation
Debt service cover ratio	annual operating surplus before interest and depreciation / principal and interest
Operating surplus ratio	operating revenue minus operating expenses / own source operating revenue
Own source revenue coverage ratio	own source operating revenue / operating expense

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INDEPENDENT AUDITOR'S REPORT TO THE COUNCILLORS OF THE SHIRE OF GINGIN

Opinion

We have audited the accompanying financial report of the Shire of Gingin (the Shire), which comprises the Statement of Financial Position as at 30 June 2019, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the Shire of Gingin:

i. is based on proper accounts and records; and

ii. fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2019 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Shire in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the 'Code') that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Preparation

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the Shire's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

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INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE SHIRE OF GINGIN (CONTINUED)

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives of the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, international omissions, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit

MOORE STEPHENS

INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE SHIRE OF GINGIN (CONTINUED)

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

a) In our opinion, the following matter indicates a significant adverse trend in the financial position of the Shire:
   i. The Operating Surplus Ratio has been below the DLGSCI standard for the past 3 years as reported in the financial report.

b) All required information and explanations were obtained by us;

c) All audit procedures were satisfactorily completed in conducting our audit; and

d) In our opinion, the asset consumption ratio and the asset renewal funding ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of the Shire of Gingin for the year ended 30 June 2019 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

GREG GODWIN
PARTNER

MOORE STEPHENS
CHARTERED ACCOUNTANTS

Signed at Perth this 17th December 2019.

MOORE STEPHENS

17 December 2019

Cr Wayne Fewster
The Shire President
Shire of Gingin
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GINGIN WA 6503

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Dear Cr Fewster

MANAGEMENT REPORT FOR THE YEAR ENDED 30 JUNE 2019

We advise that we have completed our audit procedures for the year ended 30 June 2019 and enclose our Audit Report.

We are required under the Local Government Audit Regulations to report certain compliance matters in our audit report. Other matters which arise during the course of our audit that we wish to bring to Council's attention are raised in this management report.

It should be appreciated that our audit procedures are designed primarily to enable us to form an opinion on the financial statements and therefore may not bring to light all weaknesses in systems and procedures which may exist. However, we aim to use our knowledge of the Shire's organisation gained during our work to make comments and suggestions which, we hope, will be useful to you.

We noted no matter we wish to draw to your attention:

UNCORRECTED MISSTATEMENTS

We advise there were no uncorrected misstatements noted during our audit.

We take this opportunity to thank you and all your staff for their assistance provided during the audit.

Should you wish to discuss any matter relating to the audit or any other matter, please do not hesitate to contact us.

Yours faithfully

Greg Godwin
Partner
Moore Stephens

Encl.

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11.3. REGULATORY AND DEVELOPMENT SERVICES

11.3.1 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED OVERSIZE OUTBUILDING ON LOT 121 (46) DE BURGH STREET, LEDGE POINT

File:	BLD/6403
Applicant:	Dennis (Tim) and Kaye Coleman
Location:	Lot 121 (46) De Burgh Street, Ledge Point
Owner:	Dennis (Tim) and Kaye Coleman
Zoning:	Residential 12.5/20
WAPC No:	NA
Author:	Matthew Tallon – Statutory Planning Officer
Reporting Officer:	Bob Kelly – Executive Manager Regulatory and Development Services
Report Date:	17 December 2019
Refer:	Nil
Appendices	1. Location Plan & Applicants' Proposal 2. Schedule of Submissions and Recommended Responses

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a proposed oversize outbuilding subsequent to the demolition of two existing outbuildings on Lot 121 (46) De Burgh Street, Ledge Point.

BACKGROUND

The Shire received an Application for Development Approval for a proposed outbuilding on the subject lot, which is 994m^2 in area. The property is located on the corner of De Burgh Street and Wood Way and currently contains an existing single house and two outbuildings. Access to the proposed outbuilding is via the secondary street, Wood Way.

The applicant proposes to remove the two existing outbuildings as they are unable to accommodate the storage of a boat and caravan. The proposed outbuilding is 13 metres in length and 9.2 metres in width, equating to an area of 119.6m^2. The proposed wall height is 3.6 metres tapering to a ridge height of 4.83 metres. The outbuilding is located centrally on the property, set back 4 metres from the secondary street (Wood Way) and 3 metres from the side (eastern) boundary.

The proposal seeks variations to Clause 5.4.3 – Outbuildings of State Planning Policy 7.3 - Residential Design Codes Volume 1 (R-Codes) in regards to the wall height, ridge height and overall area. The officer considers the proposal to be compliant with Local Planning Policy 2.1 – Residential Outbuildings for reasons outlined in the following report, however there are inconsistencies between LPP 2.1 and the R-Codes with respect to this particular proposal and therefore it is deemed prudent to submit the matter for Council's consideration.

A location plan and a copy of the applicant's proposal are attached as **Appendix 1**.

COMMENT

Community 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 Schemes) Regulations 2015.*

One submission was received on the proposal. The Schedule of Submissions and Recommended Responses is attached as **Appendix 2.**

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

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

"a) Provide for a range of housing types and encourage a high standard of residential development;

b) Maintain and enhance the residential character and amenity of the zone;

c) Limit non-residential activities to those of which the predominant function is to service the local residential neighbourhood and for self-employment or creative activities, provided such activities have no detrimental effect on the residential amenity; and

d) Ensure that the density of development takes cognisance of the availability of reticulated sewerage, the effluent disposal characteristics of the land and other environmental factors."

Clause 5.2.2 states:

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

The relevant objective of the Residential zone under LPS 9 in this instance is outlined below:

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

The proposed outbuilding is deemed to be of a scale which is consistent with the residential character of the Ledge Point locality. No adverse amenity impacts are anticipated given the general compliance with LPP 2.1. Further comments are provided below.

'Clause 4.7.4 - Coastal Development' of LPS 9 applies, which states:

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

This is relevant as the subject land is located within an area designated as being subject to coastal erosion and/or inundation over the next 100 years.

State Planning Policy 7.3 - Residential Design Codes Volume 1 (R-Codes)

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

The R-Codes define an 'Outbuilding' as:

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

The deemed-to-comply provisions of the R-Codes relating to Outbuildings stipulate, amongst other things, that a wall height of 2.4 metres and an overall height of 4.2 metres are not to be exceeded. The proposed wall height is 3.6 metres. Given the proposal does not satisfy the deemed-to-comply provisions, the application is assessed against the associated 'Design Principle' which states:

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

The positioning of the outbuilding, being 4 metres from Wood Way, means that the building will be clearly visible from the street. However, given the outbuilding design is consistent with the maximum development standards outlined under Local Planning Policy 2.1 – Residential Outbuildings, the impact on the streetscape is deemed to be acceptable.

Local Planning Policy 2.1 – Residential Outbuildings

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

'Clause 3.5 – Scale of Outbuilding Development' outlines the maximum allowable standards for outbuildings throughout the Shire based on lot size and location. It should be noted that the site is 994m^2 in area. Given the property is a corner lot where two streets intersect (Wood Way and De Burgh Street) the property is truncated and effectively reduced in size. As such, Clause 5.1.1 of the R-Codes provides for an equivalent compensating area to be applied to the overall calculation of the lot area as a result of the truncation.

In this instance the truncated area is 18m^2 and therefore the property has been assessed as though it is 1,012m^2 in area. This is pertinent to note given the maximum allowable standards outlined under LPP 2.1 are based on lot size and considerable differences apply to the permissible area (120m^2 as opposed to 90m^2) between a lot being 994m^2 in area and 1,012m^2 in area.

The table below outlines the standards that have been applied to the assessment.

TOWNSITE	STANDARD	MAXIMUM	PROVIDED
Coastal ($1001m^2$ -$4000m^2$)	Area Wall Height Overall Height	$120m^2$ 3.6m 5.0m	$119.6m^2$ - compliant 3.6m – compliant 4.83m – compliant

It is also noted that surrounding lots in the vicinity of the subject site are of a scale in excess of $1,001m^2$ and can also develop an outbuilding of a similar scale. Therefore this proposal does not prejudice the capacity of the neighbouring lots.

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

In accordance with Clause 67 of the Deemed Provisions, the local government is to have due regard to a range of matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application.

Consideration has been given to the suitability of the land for the development, taking into account the possible risk of flooding, tidal inundation, soil erosion and other risks such as sea level rise in accordance with clause 67(q) of the Deemed Provisions. Local government is also required to have regard to the provisions of State Planning Policy No. 2.6 – State Coastal Planning Policy (SPP 2.6) in accordance with clause 67 of the deemed provisions. Coastal considerations have been expanded upon further below.

State Planning Policy No. 2.6 – State Coastal Planning Policy

SPP 2.6 recommends that management authorities develop a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) as a risk mitigation approach to planning that identifies hazards associated with existing and future development in the coastal zone. The Shire of Gingin Coastal Hazard Risk Management and Adaptation Plan was adopted by Council at its meeting on 16 April 2019.

The subject land is located within a coastal area that is likely to be impacted by coastal erosion/inundation hazard risk in the long term (between 2070 and 2110) of the 100 year planning timeframe stipulated in SPP 2.6.

Clause 5.6 - Infill Development of SPP 2.6 states:

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

Officer Comment

The proposed outbuilding is considered to be on a suitable portion of the subject land in the context of existing structures being present onsite.

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

Officer Comment

It is noted that the subject site is identified as being impacted in the long term, which is likely beyond the lifespan of a structure such as an outbuilding. The development is deemed to satisfy the Shire's CHRMAP Strategy which is addressed further below.

Coastal Hazard Risk Management and Adaption Plan (CHRMAP)

Section H4.1, Appendix H of the CHRMAP states:

"Serious consideration should be given to not permitting (avoiding) any new development at all forward of the 2020 hazard line (where this is defined) or the 2030 hazard line (where no 2020 line is defined). If development is contemplated in such areas then it would be preferable not to permit permanent accommodation due to the relatively short timeframe within which serious impacts can be expected.

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 proposed development is situated on land indicated to be potentially impacted by 2110. It is noted the outbuilding involves *'lightweight' construction that could readily be disassembled and relocated if necessary".* As such the development is able to satisfy the requirements of the CHRMAP as the structure is able to be relocated if the need were to arise. This notwithstanding, State Planning Policy suggests the imposition of appropriate conditions to notify prospective purchasers of the coastal hazards risk affecting the land.

Further Comments

It is anticipated that the applicant may seek to relocate the outbuilding on the subject property once the existing outbuildings have been removed. In the event this were to eventuate, then an amendment would be required which officers do not have delegated authority to approve. Rather than prepare another report to Council for consideration with respect to, essentially, the same matter, the Officer recommendation has been worded to prevent this scenario from unfolding.

Conclusion

In summary, the proposed development is considered to satisfy LPP 2.1 for reasons outlined above and therefore the officer recommends conditional support for the development.

STATUTORY ENVIRONMENT

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

Local Planning Scheme No. 9

State Planning Policy 7.3 - Residential Design Codes Volume 1 (R-Codes)

POLICY IMPLICATIONS

Local Planning Policy 2.1 - Residential Outbuildings

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Infrastructure and Development*
Objective	*3. To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner*
Outcome	*3.1 Development* *New and existing developments meet the Shire's Strategic Objectives and Outcomes*
Key Service Areas	*Building And Planning Permits*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Rule SECONDED: Councillor Morton

That Council:

1. **Grant Development Approval for a proposed over size outbuilding on Lot 121 (46) De Burgh Street, Ledge Point subject to the following conditions:**

   a. **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;**

   b. **This Approval is for an Outbuilding only as indicated on the approved plans;**

   c. **The Outbuilding shall not be used for human habitation or any other industrial or commercial purposes;**

   d. **The two existing outbuildings shall be removed prior to site works commencing for the installation of the outbuilding subject to this approval;**

   e. **Stormwater from all roofed and hardstand areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin;**

   f. **The finished floor level of the Outbuilding must be set at the existing average natural ground level to the satisfaction of the Shire of Gingin; and**

   g. **Prior to use of the development the Applicant/Owner shall execute and provide to the Shire of Gingin a notification pursuant to Section 70A of the *Transfer of Land Act 1893*, to be registered on the title to the land as notification to prospective purchasers as follows:**

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

2. **Authorise the Chief Executive Officer to approve an amendment to the location of the outbuilding on the property, subject to compliance with lot boundary setbacks stipulated under State Planning Policy 7.1 and the building dimensions remaining the same.**

Advice Notes

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

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

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

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

Note 5: This 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;

Note 6: It is the landowner's responsibility to implement and maintain bushfire protection and mitigation measures on their property; and

Note 7: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

CARRIED UNANIMOUSLY

APPENDIX 1

HARPER DR
Lot 746
1126360.0sq.m.
MILES CR
ROBERTSON RD
WEDGE ST
DEWAR WAY
LEDGE POINT RD
Lot 742
41379.0sq.m.
LEDGE POINT HOLIDAY PARK
Lot 646
33360.0sq.m.
PRINCE ST
JONES ST
TURNER ST
ROE ST
DE BURGH ST
Lot 744
525346.0sq.m.
Lot 503
2747770.0sq.m.
LEDGE POINT COUNTRY CLUB
PROPOSED SITE
Lot
2403.0sq.m.
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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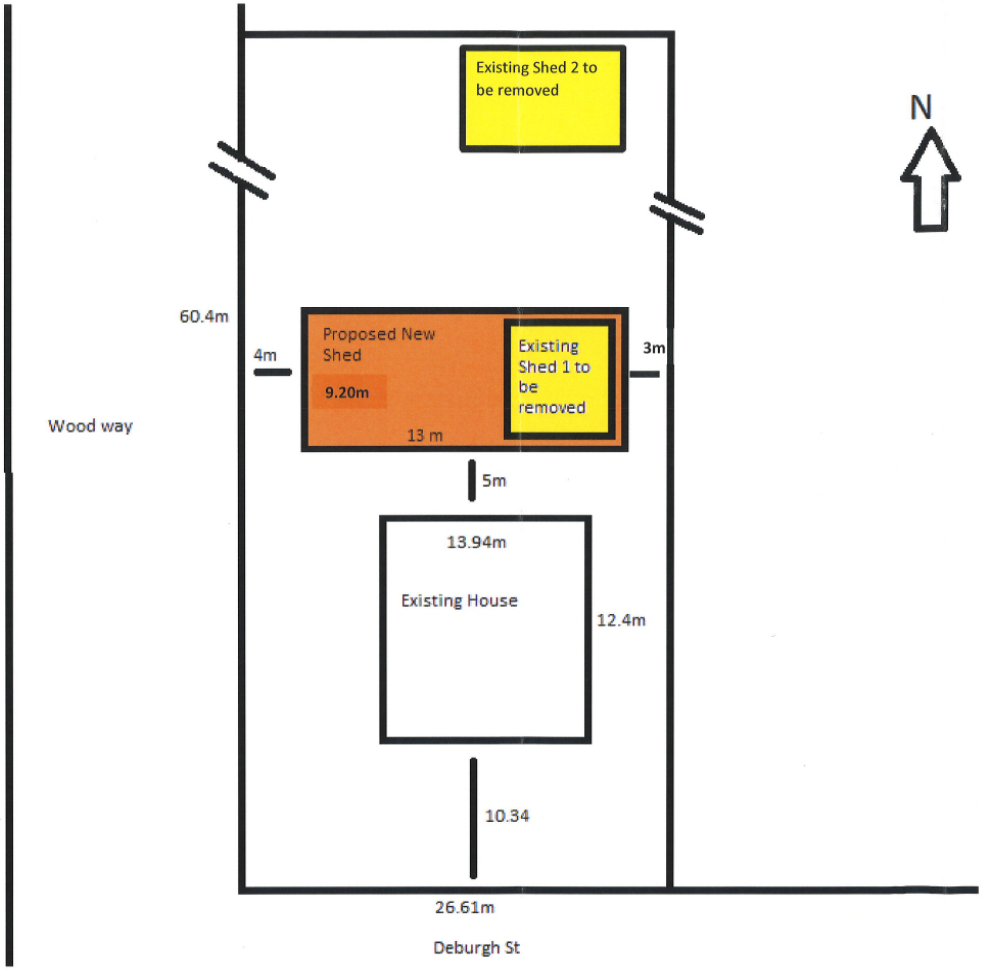
Location plan - Lot 121 (46) De Burgh Street, Ledge Point
Scale: 1:8000
Date: 5/12/2019
N

Lot 99
1012.0sq.m.
Lot 100
994.0sq.m.
WOOD WAY
Lot 121
994.0sq.m.
Lot 131
1414.0sq.m.
Lot 503
2747770.0sq.m.
Lot 300
3042.0sq.m.
DE BURGH ST
Lot 3
1024.0sq.m.
Lot 2
1024.0sq.m.
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.
Aerial map - Lot 121 (46) De Burgh Street, Ledge Point
Scale: 1:485
Date: 19/11/2019
N


Existing Shed 2 to be removed
N
60.4m
Proposed New Shed
9.20m
13 m
Existing Shed 1 to be removed
4m
3m
Wood way
5m
13.94m
Existing House
12.4m
10.34
26.61m
Deburgh St

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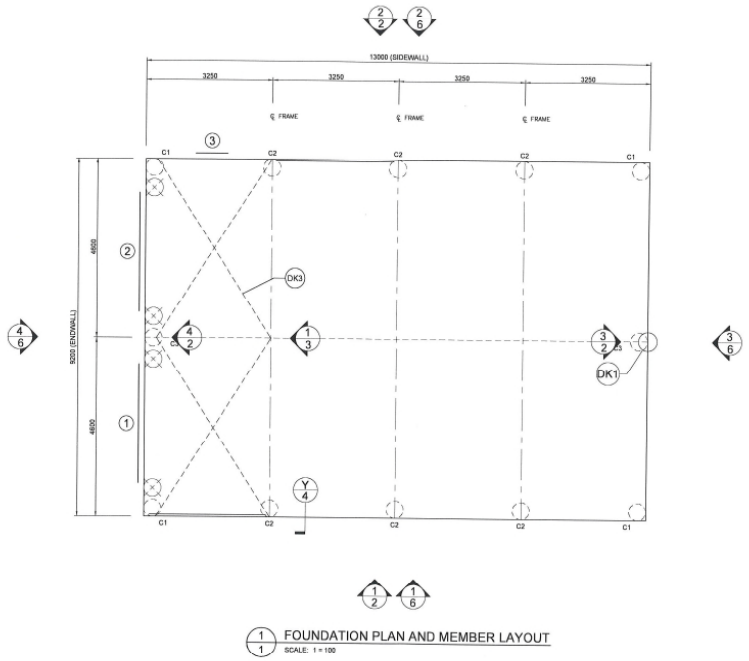

FOUNDATION PLAN AND MEMBER LAYOUT
SCALE: 1 = 100

DO NOT SCALE THIS DRAWING. USE FIGURED DIMENSIONS ONLY. ALL DIMENSIONS TO BE VERIFIED ON SITE.

MEMBER LEGEND

C1	C15015
C2	2C15015
C3	C20019

ROOF STRAP BRACING TO BE CONNECTED TO THE PURLIN CLOSEST TO THE LINE OF THE END WALL MULLION
(X) - INDICATES ROLLER DOOR COLUMNS

SHEET 1 OF 7
JOB NO. MOOR10028
NCC 2016
DATE 20/11/2019
CHECKED TM
DRAWN FDS

STEEL BUILDING BY (CONTACT)
NUSTEEL PATIOS AND SHEDS
08 96531888
FOR TIM COLMAN
AT 46 DE BURGH
LEDGE POINT

fairdinkum SHEDS

NORTHERN CONSULTING engineers
Civil & Structural Engineers
50 Punari Street
Currajong, Qld 4812
Fax: 07 4725 5850
Email: design@nceng.com.au
ABN 341 008 173 56
Registered Chartered Professional Engineer Regn. No. 3558980
Registered Professional Engineer (Civil & Structural) QLD Regn. No. 9985
Registered Certifying Engineer (Structural) N.T. Regn. No. 114373EE
Registered Engineer - (Civil) VIC Regn. No. EC39692
Registered Engineer - (Civil) TAS Regn. No. CC5648M

Mr Timothy Roy Messer BE MIEAust RPEQ
Registered Professional Engineer 2558980
Signature .....
Date 20/11/2019
Registered on the NPER in the areas of practice of Civil & Structural National Professional Engineers Register

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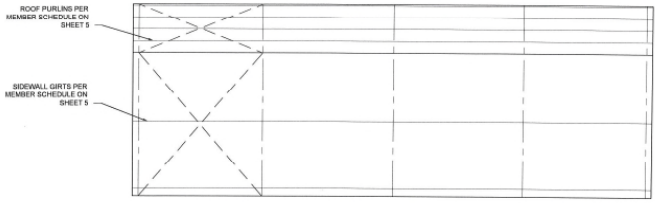
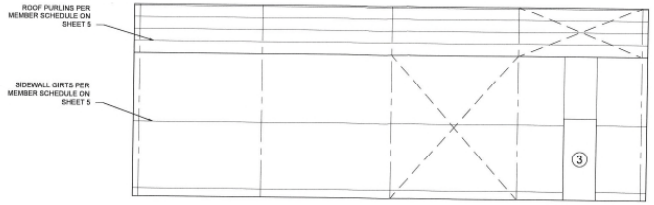
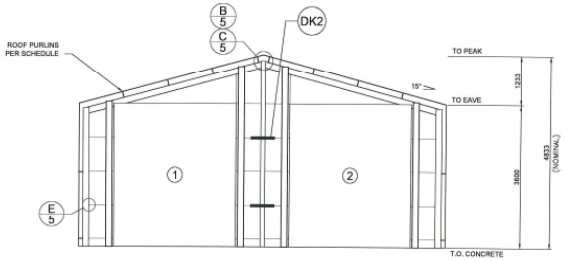


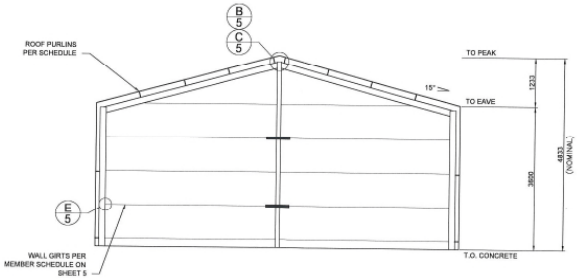
1/2 SIDEWALL EXTERIOR ELEVATION
SCALE: 1 = 100



2/2 SIDEWALL EXTERIOR ELEVATION
SCALE: 1 = 100



4/2 ENDWALL INTERIOR ELEVATION
SCALE: 1 = 100



3/2 ENDWALL INTERIOR ELEVATION
SCALE: 1 = 100

X BRACING IS REQUIRED IN 2 SIDE BAY(S) AND 1 ROOF BAY(S) (BOTH SIDES).
FLY BRACING IS INCLUDED TO BE PLACED ON EVERY SECOND PURLIN AND GIRT ON ENDWALL MULLIONS, INTERNAL COLUMNS AND INTERNAL RAFTERS.

SHEET 2 OF 7
JOB NO. MCOR10028
NCC 2016
DATE 20/11/2019
CHECKED TM
DRAWN FDS

STEEL BUILDING BY (CONTACT)
NUSTEEL PATIOS AND SHEDS
08 96531888
FOR TIM COLMAN
AT 46 DE BURGH
LEDGE POINT

SHED SAFE ACCREDITED

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NORTHERN CONSULTING engineers
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Registered Certifying Engineer (Structural) N.T. — Regn. No. 11637/2/6
Registered Engineer - (Civil) VIC — Regn. No. EC36692
Registered Engineer - (Civil) TAS — Regn. No. CC5648M

Mr Timothy Roy Messer BE MIEAust RPEQ
Registered Professional Engineer 2558980
Signature .....
Date 20/11/2019
Registered on the NPER in the areas of practice of Civil & Structural National Professional Engineers Register

PRELIMINARY ONLY

APPENDIX 2

SCHEDULE OF SUBMISSIONS AND RECOMMENDED RESPONSES

PROPOSED OVERSIZE OUTBUILDING AT LOT 121 (46) DE BURGH STREET, LEDGE POINT

No.	Submitter	Submission Detail	Recommended Response
1.	Ratepayer	The Submitter **does not support** the proposal and offers the following comments: *"This building is twice the allowable floor area and higher than building R-code. Needs to be closer to the codes before I would consider support."*	Noted – although the proposal is inconsistent with the R-Codes it is however consistent with the Shire of Gingin Local Planning Policy 2.1 – Residential Outbuildings.

11.3.2 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED EXPANSION OF EXISTING AGRICULTURE INTENSIVE (PERENNIAL HORTICULTURE - ORCHARD) USE ON LOT 3 (32) LENNARDS ROAD, LENNARD BROOK

File:	BLD/6748
Applicant:	Merwe Du Plessis
Location:	Lot 3 (32) Lennards Road, Lennard Brook
Owner:	DUP (WA) Pty Ltd – Merwe Du Plessis
Zoning:	General Rural (GR30)
WAPC No:	N/A
Author:	Matthew Tallon - Statutory Planning Officer
Reporting Officer:	Bob Kelly – Executive Manager Regulatory and Development Services
Report Date:	17 December 2019
Refer:	Nil
Appendices	1. Location Plan and Aerial Photograph 2. Applicant's Proposal

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a proposed expansion of the existing Agriculture Intensive (Perennial Horticulture - Orchard) use operating on Lot 3 (32) Lennards Road, Lennard Brook.

BACKGROUND

The subject lot consists of a total area of 58.3 hectares with an existing orchard covering approximately 40 hectares. The subject lot also contains farm sheds and fixed irrigation infrastructure.

This proposal seeks to clear 1 hectare of native vegetation to expand the Orchard, which will contain citrus (limes and lemons) and blueberries with the potential for other perennials (orchard).

A location plan and aerial image is attached as **Appendix 1**

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

COMMENT

Community Consultation

The application was advertised to three landowners adjoining the eastern boundary for a period of 14 days in accordance with clause 64 of the *Planning and Development (Local*

Planning Schemes) Regulations 2015. The Shire received no comments or queries during the consultation timeframe.
The property also adjoins the Shire's landfill disposal site. The requirement for consultation with the Shire as an adjoining landowner is deemed to have been satisfied by the presentation of this report for Council consideration.

PLANNING FRAMEWORK

Local Planning Scheme No 9 (LPS 9)

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

a) *Manage land use changes so that the specific local rural character of the zone is maintained or enhanced;*

b) *Encourage and protect broad acre agricultural activities such as grazing and more intensive 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*.

Agriculture Intensive is identified as a "D" – Discretionary land use within the general rural coding. Agriculture Intensive is considered to be a primary use in the zone and as such should be encouraged as per the objectives above.

The land use 'Agriculture Intensive' is defined as follows:

"Agriculture – Intensive means, premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following:

a) *The production of grapes, vegetables, flowers, exotic, or native plants, or fruit or nuts;*

b) *The establishment and operation of plant or fruit nurseries;*

c) *The development of land for irrigated fodder production or irrigated pasture (including turf farms); or*

d) *Aquaculture"*.

Local Planning Scheme No 9 Setbacks

The planting area is required to be set back a minimum of 20m from the lot boundaries, unless a greater setback is required (i.e. buffer/separation distances to sensitive land uses

or wetlands). The submitted plans indicate a 10 metre setback from the southern and northern boundaries, therefore the application seeks two variations of 10 metres.

The 10 metre variation can be considered as relatively minor in the context of the location of the lot and the existing screening along the boundaries. It is also notable that horticulture in the way of orchards (perennials) does not expose adjoining lots to the same degree of potential for spray drift and dust as would annual horticulture (market gardening with shallow rooted vegetables that are sown and can be harvested multiple times).

Local Planning Policy 1.6 – Agriculture Intensive (LPP 1.6)

LPP 1.6 defines 'Perennial Horticulture' as:

'refers to the commercial production of all varieties of long lived fruit, vine and nut species, generally deep rooting, where land is only cultivated deeply at the initial planting stage, but may be regularly fertilised'.

The proposal is defined as Perennial Horticulture (Orchard) as per LPP 1.6. The 'General Standards' outlined within LPP 1.6 are outlined below with officer comments provided:

3.1.2 Council will process development applications for Irrigated Horticulture purely on land use planning grounds, without regard for viability considerations, such as Water Licensing. All Planning Approvals will be copied to the Department of Water for its records in dealing with Water Licensing.

Officer Comment:

Noted. An appropriate advice note will reflect the potential need to obtain the relevant water licensing modifications. DWER will be notified of the land use approval on the lot for their records.

3.1.3 Where it is intended to clear "remnant vegetation" as defined under the Soil and Land Conservation Act, for the proposed development, the application should be accompanied by a letter of non-objection to the clearing (a clearing permit) from the Commissioner for Soil and Land Conservation.

Officer Comment:

The applicant has sought a clearing permit with DWER for the clearing of native vegetation and as such is on hold until this land use approval is granted.

3.1.4 All applicants shall clearly indicate areas of vegetation, wetlands and any other physical characteristics on the plans accompanying an application.

Officer Comment:

The applicant has noted the presence of native vegetation onsite and as noted is seeking a clearing permit from DWER. There are no wetlands on the subject site.

3.1.5 Waste material generated from the horticultural activity shall not be stored on the property in a manner that facilitates fly breeding or odour emissions, but shall be either buried, treated or removed off-site to Council's satisfaction.

Officer Comment:

The applicant submitted various statements regarding farm management practices which noted *"The farm currently grows citrus which is not the preferred breeding habitat for stable fly…. Regular farm hygiene maintenance such as mulching are also undertaken to get rid of any rotten fruit that might have fallen on the ground because it can lead to an increase in fruit fly (not stable fly)*.

This approach is considered to be a suitable measure in mitigating fly breeding and managing waste.

3.1.6 Horticultural waste to be trashed for soil improvement shall be turned into soil within two days of the removal of the crop or portion of the crop to Council's satisfaction.

Officer Comment:

Refer to comment above.

3.1.7 Clearing of riparian vegetation is prohibited. In the case that a foreshore area adjacent to an intensive horticulture activity has been cleared, it should be revegetated with species endemic to the area.

Officer Comment:

Not applicable.

3.1.8 Proposals for Irrigated Horticulture located within 500 metres of an identified existing or future Residential or Rural Residential area shall only be considered where it can be demonstrated that effective vegetation buffers and other measures will satisfactorily minimise or avoid potential land use conflict.

Officer Comment:

There is an existing residential dwelling located ~450 metres from the nearest point of the proposed Orchard. An Orchard 1ha in size will not create issues of dust and spray is minimal, therefore the minimum buffer of 300m under the Department of Health (DOH) – Guidelines for Separation of Agricultural and Residential Land Uses (August 2012) (DOH Guidelines) is considered relevant to Horticulture at this capacity.

3.1.9 All horticulture activity (excluding tree farms) shall have a minimum distance of 200 metres, or a distance satisfactory to Council, from any Conservation Category Wetland, as defined and identified in the Water and Rivers Commission's Geomorphic Wetland Database, or defined through other means acceptable to Council. Included within this minimum distance there shall be a dense native

vegetation buffer of not less than 20 metres in width, to be established prior to the commencement of development and maintained for the duration of the development.

Officer Comment:

Not applicable.

3.1.10 Where a lesser setback to waterways (as specified in this Policy Statement) is proposed, a Drainage, Nutrient and Irrigation Management Plan shall be prepared and be to the satisfaction of the Water and Rivers Commission and Council.

Officer Comment:

Not applicable

3.1.11 All irrigated horticulture activity shall be set back 500 metres from any Rural Living, Residential, Tourist, Commercial or Urban Development zones. Applications for reduced setbacks shall be accompanied by comprehensive data and evidence that supports the proposed reduction.

Officer Comment:

Refer to comments made under section 3.1.8.

Environmental Impact/Separation from Sensitive Land Uses

The following external guidelines provide guidance in relation to buffer/separation distances for local government when considering applications for irrigated horticulture and sensitive uses (i.e. dwellings).

- State Planning Policy 2.5 - Rural Planning;
- Department of Health (DOH) – Guidelines for Separation of Agricultural and Residential Land Uses (August 2012) (DOH Guidelines); and
- Environmental Protection Authority – Guidance for the Assessment of Environmental Factors; Separation Distances between Industrial and Sensitive Land Uses (June 2005).

The proposal falls under the definition of an ‘orchard’ for the purpose of calculating the recommended buffer distance using the abovementioned policies. The recommended buffer distance is 300 metres from the nearest sensitive land use (i.e. single dwelling). The distance outlined is not intended to be an absolute distance, rather a guide to avoid conflicts between land uses (i.e. spray drift).

The closest sensitive land use is located approximately 450 metres south-west of the development area, on Lot 503 (173) Cockram Road, Lennard Brook. There is a substantial amount of vegetative screening remaining on site to mitigate any impacts on the sensitive premises in proximity to the proposal site.

Reduced setbacks and crops within 300m of a sensitive premises (dwelling) generally trigger the need to provide a vegetation buffer under the Environmental Protection Authority - Guidance for the Assessment of Environmental Factors; Separation Distances between Industrial and Sensitive Land Uses (June 2005). The officer has noted that the buffer requirement has been met and there is substantial screening on site.

Access and Egress

The property has access/egress from Lennards Road, which is currently sealed adjacent to the subject lot. During a site visit to the development site, it was noted that the crossover was of a poor quality and will be required to be upgraded to a suitable standard.

Car Parking

All loading/unloading of vehicles is able to be accommodated within the subject property.

Stable Fly

Stable Fly is a declared pest under the *Biosecurity and Agriculture Management Act 2007* and is managed by the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2016*. It is generally inappropriate to impose a planning condition for a regulatory aspect that is already covered under another Act of Parliament. Instead, an advice note has been added to the Development Approval with respect to Stable Fly.

However, the Shire is still required to be satisfied that the horticulture activity manages waste appropriately on the site. In the event Council approves the application, a condition of the planning approval will require the proposal to comply with the submitted Farm Management statements. In this instance the management statements in relation to Stable Fly are acceptable.

Bushfire Planning

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) provides a foundation for land use planning to address bushfire risk management. The subject lot is partially designated as being bushfire prone. Given the nature of the proposal (perennial horticulture) consisting of irrigation across the site, the application is exempt from the need to submit a Bushfire Attack Level (BAL) report.

Conclusion

In view of the above assessment, Administration is of the view that the site is capable of accommodating the proposed expansion of Agriculture Intensive (Perennial Horticulture - Orchard) subject to the development being undertaken in accordance with the conditions of the planning approval.

STATUTORY ENVIRONMENT

Local Planning Scheme No 9

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

Part 4 – General Development Requirements
4.7 General Development Standards
4.8.6 General Rural Zones

Local Planning Policy 1.6 Agriculture Intensive

State Planning Policy 2.5 Rural Planning

Department of Health (DOH) Guidelines for Separation of Agriculture and Residential Land Uses (August 2012) (DOH Guidelines)

Environmental Protection Authority Guidance for the Assessment of Environmental Factors; Separation Distances between Industrial and Sensitive Land Uses (June 2005).

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Economic Development*
Objective	*4 – To support economic development through the Shire's service delivery*
Outcome	*4.2 Food Bowl* *A strategically significant agricultural hub to the Perth Metropolitan Area*
Key Service Areas	*N/A*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Morton SECONDED: Councillor Rule

That Council grant Development Approval for the expansion of the existing Agriculture Intensive (Perennial Horticulture - Orchard) use on Lot 3 (32) Lennards Road, Lenard Brook subject to the following conditions:

1. **The land use and development shall be undertaken in accordance with the approved plans and specifications (including any amendments marked in RED) unless otherwise conditioned by this approval;**

2. **This approval is for an Agriculture Intensive (Perennial Horticulture - Orchard) use only as indicated on the approved plan;**

3. **The development area subject to this approval shall be limited to a maximum of 1 hectare;**

4. **The approved use shall at all times comply with the submitted Farm Management Statement lodged as part of the submission and stamped as part of this approval (including any amendments marked in RED), to the satisfaction of the Shire of Gingin;**

5. **The area shall immediately be rehabilitated to pasture cover at the cessation of the approved use;**

6. **In the event dust and/or spray drift is disseminating beyond the property boundary as a result of agricultural activity being undertaken, the activity shall cease forthwith until such time as favourable weather conditions enable the activity to recommence, to the satisfaction of the Shire of Gingin; and**

7. **The crossover from Lennards Road shall be upgraded to the satisfaction of the Shire of Gingin at the applicant/landowner's cost. A Vehicle Crossover Application is required to be submitted and approved by the Shire of Gingin prior to the installation of the crossover.**

<u>Advice Notes</u>

Note 1: If you are aggrieved with 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: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

Note 5: It is advised that the proposal should at all times comply with the *Biosecurity and Agriculture Management (Stable Fly) Management Plan 2013* in order to minimise the effects of stable flies on the community.

Note 6: All noise from the operation and associated equipment is required to comply with the *Environmental Protection (Noise) Regulations 1997.*

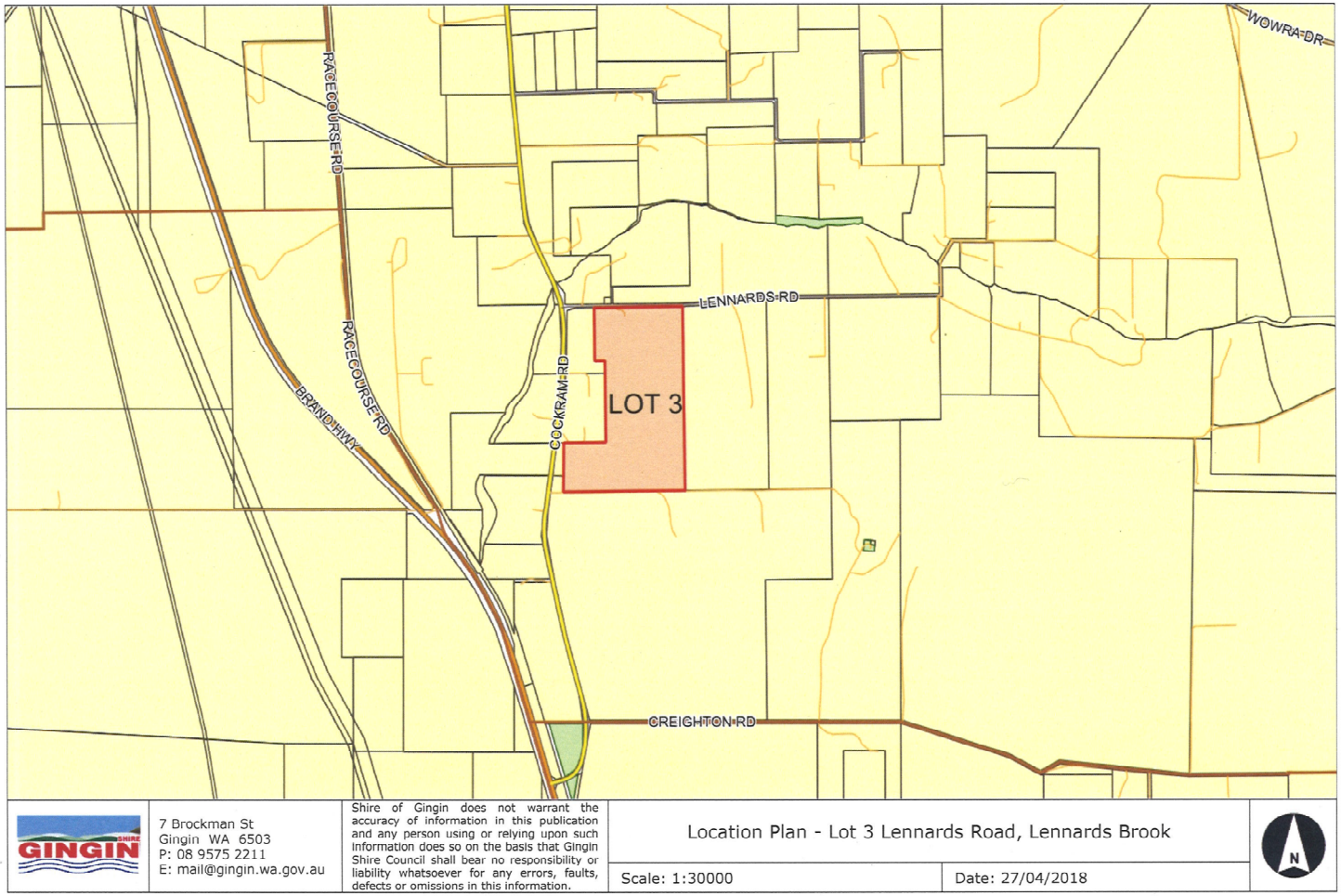
Note 7: Where any native vegetation clearing is proposed, it will be necessary to contact the Department of Water and Environmental Regulation (DWER) to obtain the necessary Approvals.

Note 8: The development may trigger the need to amend the existing water license details. It will be necessary to contact the Department of Water and Environmental Regulation (DWER) to obtain the necessary Approvals.

Note 9: Please be advised that the property will attract Differential Rating for Intensive Agriculture in accordance with Council Policy 3.16 Rates Concession for Split Use Differential UV Intensive/UV General Properties.

CARRIED UNANIMOUSLY

APPENDIX 1


WOWRA DR
RACECOURSE RD
LENNARDS RD
LOT 3
COCKRAM RD
BRAND HWY
RACECOURSE RD
CREIGHTON RD
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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Location Plan - Lot 3 Lennards Road, Lennards Brook
Scale: 1:30000
Date: 27/04/2018
N

7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au

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Aerial map - Lot 3 Lennards Road, Lennards Brook

Scale: 1:7500 Date: 27/04/2018

APPENDIX 2

DUP (WA) Pty Ltd
32 Lennards Road
Lennard Brook
19/11/2019

Shire of Gingin
7 Brockman Street
Gingin WA 6503

Proposal for horticultural land development on 32 Lennards Road, Lennard Brook

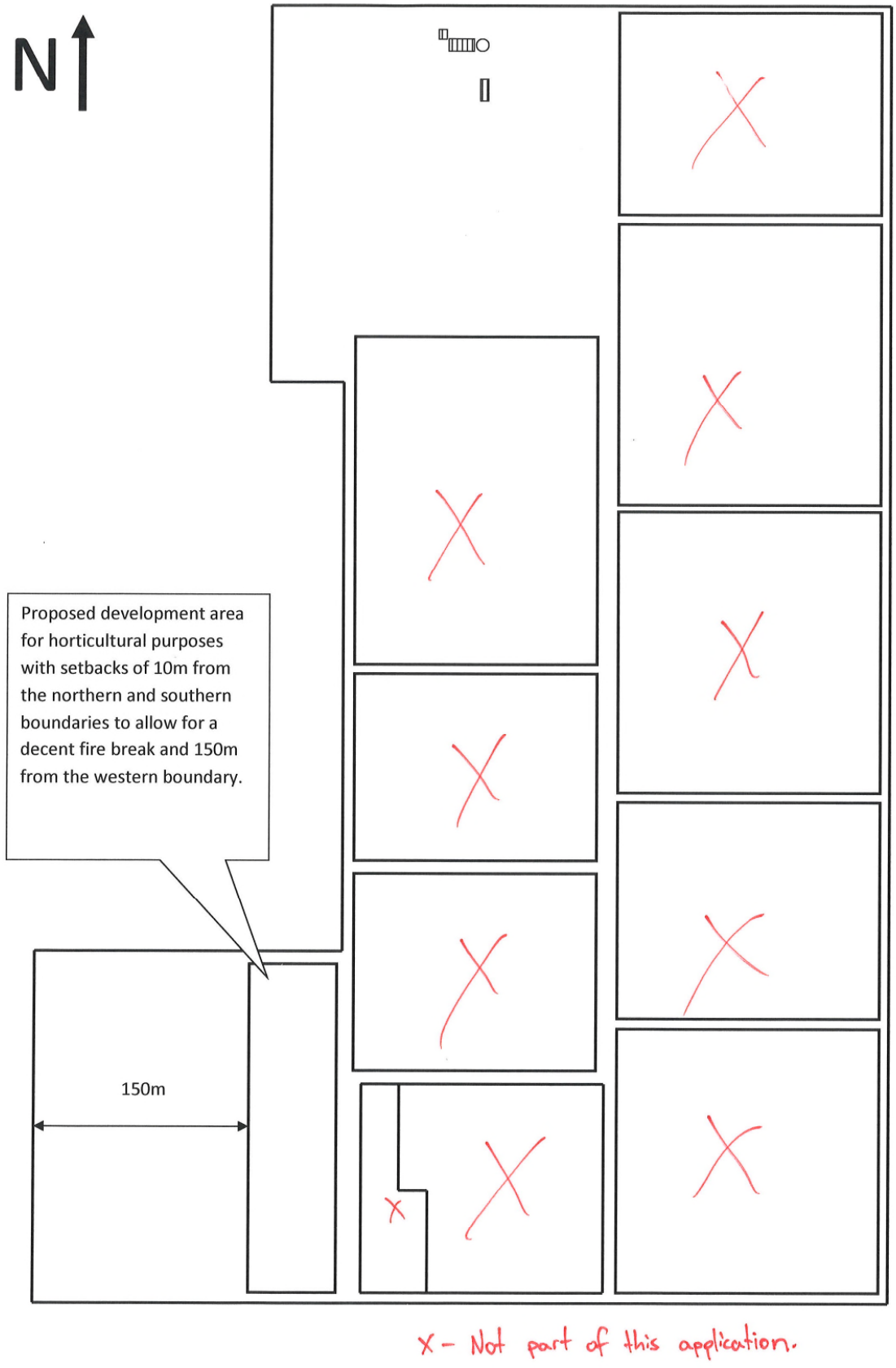
Dear Sir/Madam

This proposal is for the development of 1ha native vegetation into intensive horticultural land and expanding the current business. The majority of the property of 58ha has already been developed into growing citrus with extensive irrigation infrastructure in place for further expansion. The proposed 1ha of development would focus on diversifying into other higher return crops such as lemons, limes and blueberries which would favour the soil conditions in this application.

A clearing application to the Department of Environmental and Water Regulation has already been submitted and approved subject to final approval from the local council.

Your sincerely

Merwe du Plessis
DUP (WA) Pty Ltd


N
Proposed development area for horticultural purposes with setbacks of 10m from the northern and southern boundaries to allow for a decent fire break and 150m from the western boundary.
150m
X - Not part of this application.

19/11/2019

Farm Management Statement

Please see below correspondence in regards to the queries related to the farm management for the development of an additional 1ha of horticultural land.

Waste and stable fly management
The farm currently grows citrus which is not the preferred breeding habitat for stable flies such as your leafy grown vegetables. The proposed development will also grow fruit which would not provide a breeding ground for stable flies.

Apart from not being preferred breeding conditions, regular farm hygiene maintenance such as mulching are also undertaken to get rid of any rotten fruit that might have fallen on the ground because it can lead to an increase in fruit fly (not stable fly) population which is undesirable in the horticultural industry.

Any increase in heavy vehicle movements
An additional 1ha of development would see a minimal increase in farming machinery movements. No additional equipment/machinery would be purchased for the development.

Dust Management
The proposed area for development is situated in a low lying area not exposed to high winds and would therefore not create any dust issue. Horticulture farming is also not associated with creating any dust issues.

Spray drift management
One of the requirements in the horticultural industry is to have Fresh care accreditation which requires you to maintain good spraying practices. As a business we focus on not wasting expensive chemicals through spray drift by only doing applications during calm days which therefore would have no spray drift occurring.

Fertiliser types and application methods
Types of fertilizer would consist of your standard macro nutrients such as N,P,K,Ca,Mg and also your trace elements such as Zn,Mn,Br ect. Application methods would be through broadcasting, fertigation and also foliar applications which are all standard practices in the industry.

11.3.3 APPLICATION FOR DEVELOPMENT APPROVAL - WATER TANK FOR FIREFIGHTING PURPOSES ASSOCIATED WITH FELLMONGERING SHED ON LOT 195 COCKRAM ROAD, LENNARD BROOK

File:	BLD/3289
Applicant:	V J Borrello and the Estate of N S Borrello
Location:	Lot 195 Cockram Road, Lennard Brook
Owner:	V J Borrello and the Estate of N S Borrello
Zoning:	Rural Living
WAPC No:	N/A
Author:	Matthew Tallon – Statutory Planning Officer
Reporting Officer:	Bob Kelly – Executive Manager Regulatory and Development Services
Report Date:	17 December 2019
Refer:	Nil
Appendices	1. Location Plan and Applicant's Proposal

DISCLOSURES OF INTEREST

Councillor Fewster declared a financial interest in this item due to the fact he has business dealings with the property owners/proprietors of the Gingin Abattoir and left the Chambers at 3.54pm.

The Acting Executive Manager Corporate Services declared a proximity interest in this item due to the fact she is a neighbour to the property and left the Chambers at 3.55pm.

Councillor Rule (Deputy Shire President) assumed the Chair at 3.54pm.

PURPOSE

To consider an Application for Development Approval for two 92,570 litre water tanks for firefighting purposes associated with the recently approved fellmongering shed (Abattoir) on Lot 195 Cockram Road, Lennard Brook.

BACKGROUND

The applicant has previously received development approval for the fellmongering shed as incidental development to the existing Abattoir. Through the building approval process, the private certification failed to refer the development to the Department of Fire and Emergency Services (DFES) – a requirement for structures in excess of 500m^2. This was rectified accordingly with DFES noting a requirement for a minimum onsite water supply of 144,000 litres for fire fighting purposes.

The provision of the water tanks allow for compliance with the National Construction Code (NCC) and DFES's requirements.

The water tanks are substantially set back from the nearest lot boundaries and in proximity so as not to be more than 90m from any point of the fellmongering shed.

A location plan and a copy of the applicant's proposal are attached as **Appendix 1.**

COMMENT

Community Consultation

The water tanks are an operational/safety component of the fellmongering shed and therefore are considered incidental to an Abattoir as is the fellmongering shed. An Abattoir is an 'A' use meaning that the application should be advertised in accordance with clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (the* Deemed Provisions).

In this instance, the land use has undergone full community consultation as per the previous item at the Ordinary Meeting of Council dated 21 May 2019. In the opinion of the assessing officer, this application was not required to be presented for public consultation and accordingly no comments were sought.

PLANNING ASSESSMENT

Local Planning Scheme No. 9 (LPS 9)

The subject land is zoned General Rural under LPS 9 and the existing approved land use on site is an Abattoir and associated infrastructure/incidental development.

The development standard(s) for the zone deemed relevant to this proposal are as follows:

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.

Officer Comment

There are existing structures that dominate the immediate landscape of the development proposal site. The inclusion of two water tanks does not contribute to any impacts on the visual landscape amenity given the scale of the existing development on site.

Planning in Bushfire Prone Areas

As noted above, the proposal seeks to implement requirements of the Department of Fire and Emergency Services as noted on the Building Permit Certificate of Design Compliance, specifically the provision of a minimum combined capacity of 144,000 litres.

The water supply is required for use on site by fire emergency response units. As the water tanks are intended for the fellmongering shed on the lot, it is prudent to note that the water supply can be utilised in the event of a fire in proximity to the development site or when other resources are exhausted.

This can be achieved by Bush Fire Control Officers under Part IV, Division 1 clause 39(e) of the *Bush Fires Act 1954.*

Further Comments:

As part of the assessment process, the matter was referred to the Shire's Community Emergency Services Manager (CESM) requesting comments on the compatibility of the water tanks with local fire response teams. The CESM has confirmed that, under the *Bush Fires Act 1954*, fire brigades have the power to access water from any source other than supplies for domestic houses, schools or hospitals, and that, in the interests of efficiency, it would be preferable for couplings on the tanks to be compatible with local appliances.

As noted above a Bush Fire Control Officer can ascertain the water supply for firefighting unrelated to the development site, the Shire's CESM comments are noted in the Fire Engineering Report that states the required water supply and compatibility with local response team equipment. The Fire Engineering report notes the following:

9.8 Water Supply Available from Town Main

Water flow and pressures requirement for the new farm building as discussed with DFES shall satisfy the following; Dedicated fire tanks with a combined minimum volume of 144.000 Litres.

9.8.1.1 Future reliability of water supply

The following shall be implemented into the fire safety strategy;

- *One split tank or two (or more) connected tanks should be provided on-site.*
- *If more than one tank is provided, then the tanks should be interconnected thus allowing a continuous water supply. An isolation valve between tanks should be provided to ensure one tank is available at all times, even during maintenance.*
- *The water tanks should be used for firefighting purposes only.*
- *The tank/s should be located such that the fire appliance does not pass the building on fire to reach the water storage tanks.*
- *The hard-suction connections should be 'directly' off the tank/s.*
- *The hydrant coverage should be achieved with up to 90m of hose from the fire appliance.*
- *A hardstand should be provided facing the tank/s (fully compliant with DFES guidelines GL-11).*
- *Arrangements should be implemented when maintenance is required.*
- *Storz and Camlock connections should be compliant with AS2419.1 and DFES requirements.*
- *Signage should be provided and be immediately identifiable, placed near/on tanks (SIGNAGE STATING "NO PUMPS – HARD SUCTION CONNECTION REQUIRED")*
- *The installation must be maintained as per AS1851. The owner/s should acknowledge their requirement to maintain the system in accordance with AS 1851 Section 4.*

This is consistent with the requirements of the Shire's CESM.

Summary

In view of the above assessment, the officer is of the view that the proposal is consistent with the overall development of the site under the land use classification Abattoir and is a requirement of DFES.

STATUTORY ENVIRONMENT

Local Planning Scheme No. 9

Part 2 – Reserves
2.5 – Use of Local Reserves

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

Part 4 – General Development Requirements
4.8 General Development Standards
4.8.6 General Rural zone

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Infrastructure and Development*
Objective	*To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner.*
Outcomes	*3.1 – Development* *New and existing developments meet the Shire's Strategic Objectives and Outcomes.*
Key Service Areas	*Building & Planning Permits*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Court

That Council grant Development Approval for two (2) Water Tanks associated with the Abattoir (incidental development - Fellmongering Shed) on Lot 195 Cockram Road, Lennard Brook 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 two water tanks to the specifications of the approved plans only; and**

3. **The water tanks shall be continuously replenishable.**

Advice Notes

Note 1: If you are aggrieved with 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: It is the landowner's responsibility to implement and maintain bushfire protection and mitigation measures on their property.

Note 5: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

Note 6: In the event the as constructed setbacks vary from those indicated on the approved plans, then the applicant/landowner may be held responsible for.

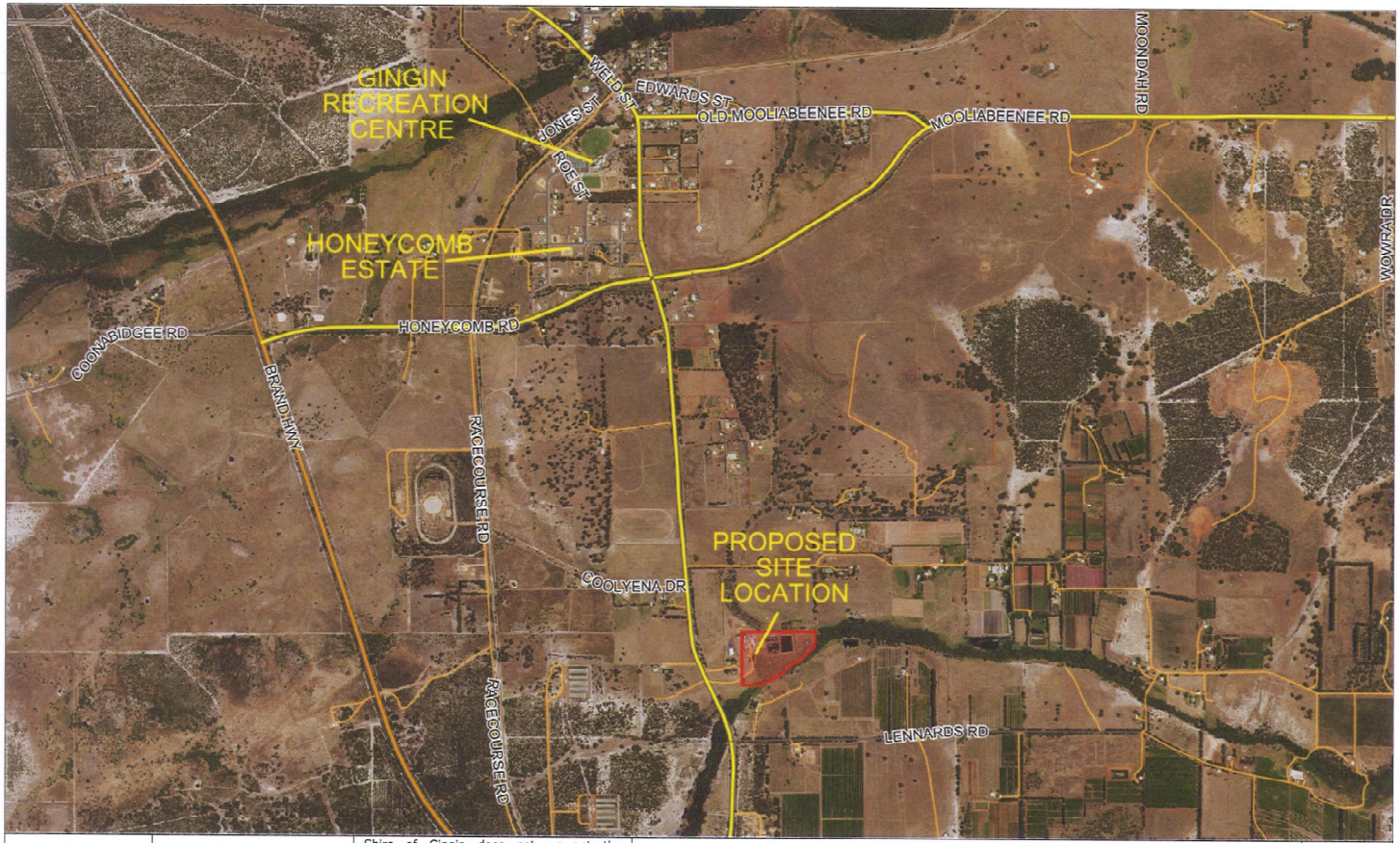
CARRIED UNANIMOUSLY

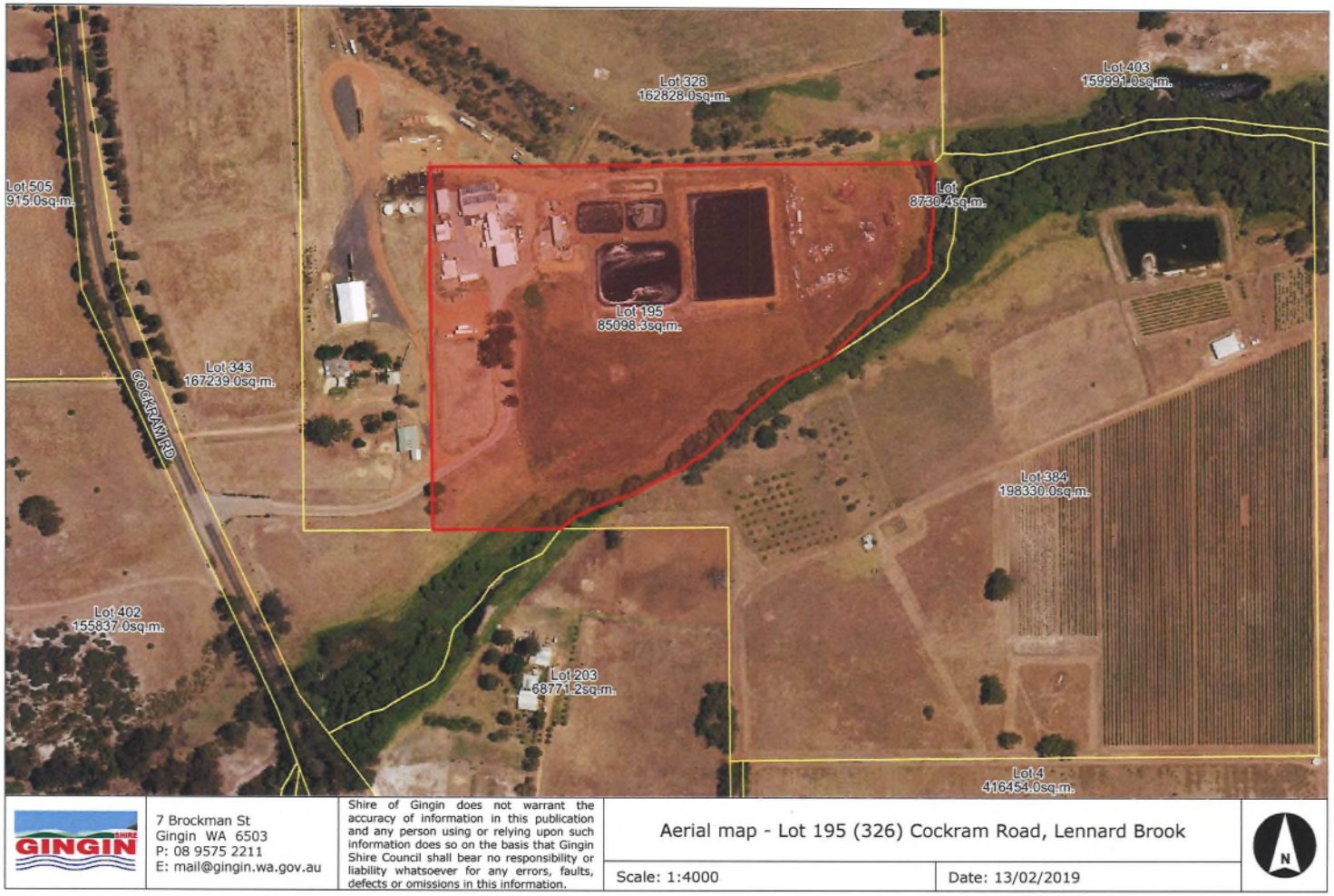
Councillor Fewster and the Acting Executive Manager Corporate Community Services returned to the Chambers at 3.57pm.

Councillor Fewster resumed the Chair at 3.58pm.

Councillor Rule read aloud Council's decision in relation to Item 11.3.3.

APPENDIX 1


GINGIN RECREATION CENTRE
HONEYCOMB ESTATE
WELD ST
EDWARDS ST
OLD MOOLIABEENEE RD
MOOLIABEENEE RD
MOONDAH RD
WOWRA DR
JONES ST
ROE ST
HONEYCOMB RD
COONABIDGEE RD
BRAND HWY
RACECOURSE RD
COOLYENA DR
PROPOSED SITE LOCATION
LENNARDS RD
RACECOURSE RD
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.
Location plan - Lot 195 (326) Cockram Road, Lennard Brook
Scale: 1:28673
Date: 9/05/2019
N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Lot 403
159991.9sq.m.
Lot 505
915.0sq.m.
Lot
8730.4sq.m.
Lot 195
85098.3sq.m.
Lot 343
167239.0sq.m.
COCKRAM RD
Lot 384
198330.0sq.m.
Lot 402
155837.0sq.m.
Lot 203
68771.2sq.m.
Lot 4
416454.0sq.m.
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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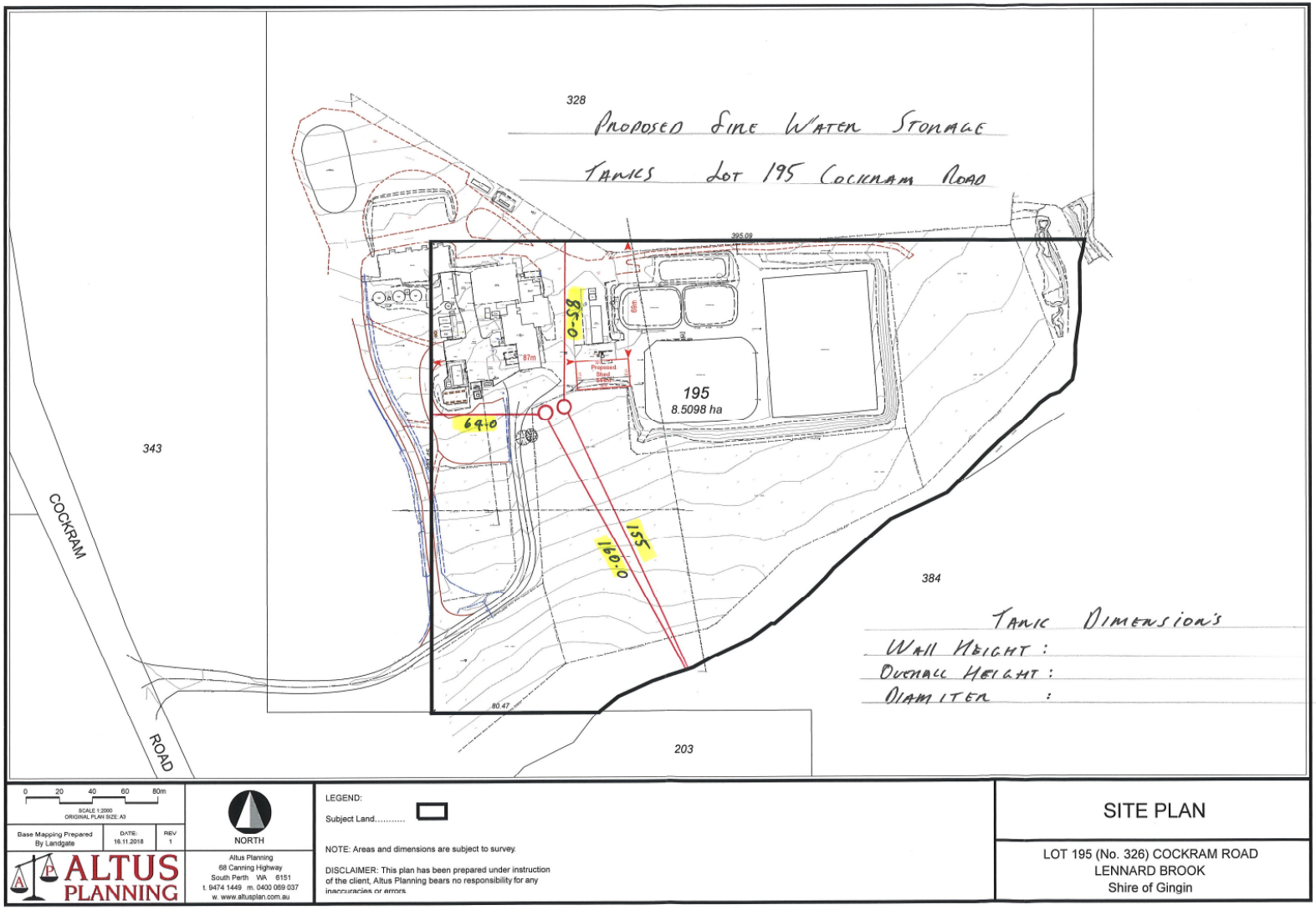
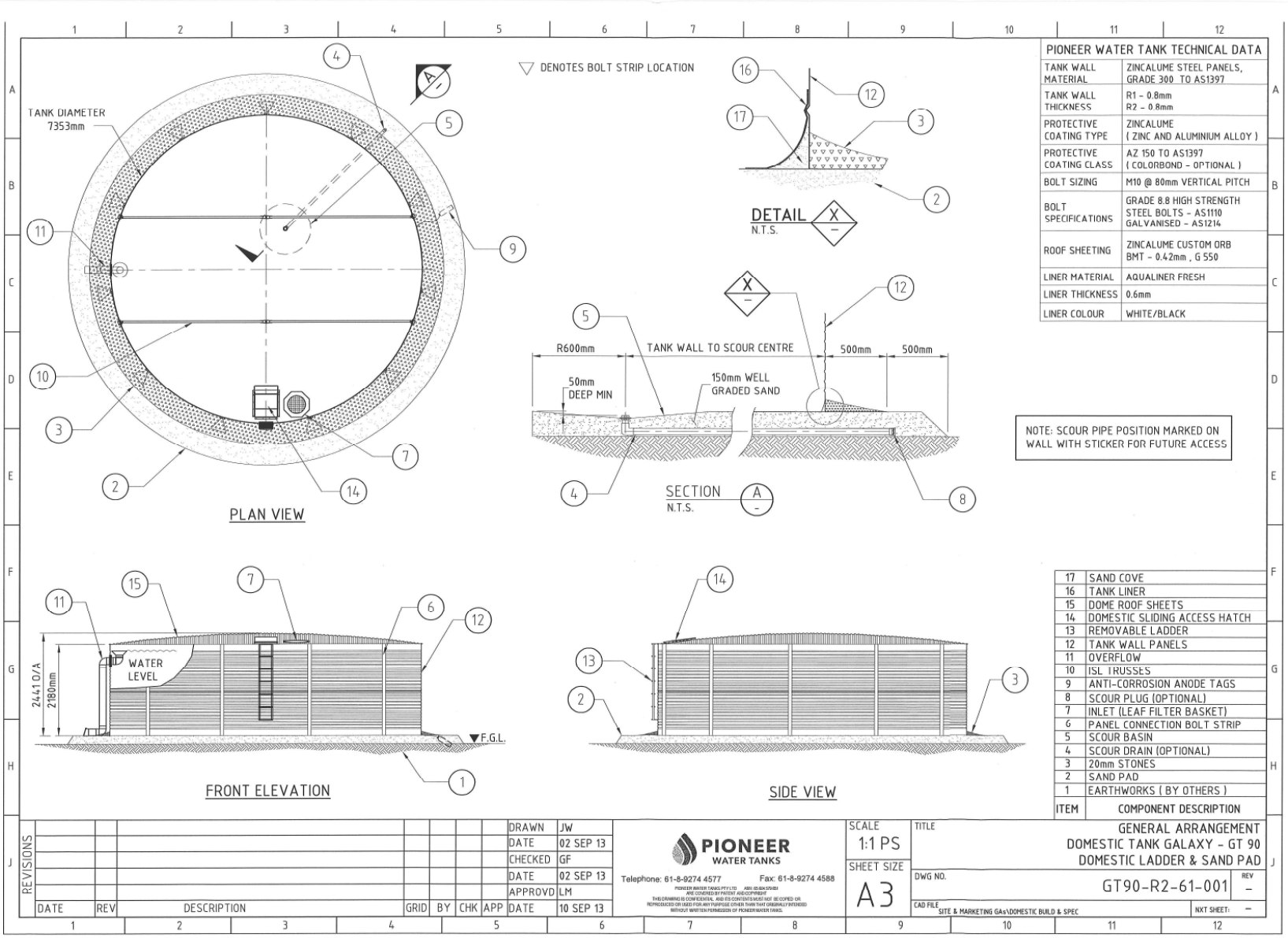
Aerial map - Lot 195 (326) Cockram Road, Lennard Brook
Scale: 1:4000
Date: 13/02/2019
N


328
PROPOSED FIRE WATER STORAGE
TANKS LOT 195 COCKRAM ROAD
395.09
195
8.5098 ha
85.0
87m
6.40
155
160.0
343
384
203
80.47
COCKRAM ROAD
TANK DIMENSIONS
WALL HEIGHT :
OVERALL HEIGHT :
DIAMITER :
0 20 40 60 80m
SCALE 1:2000
ORIGINAL PLAN SIZE: A3
Base Mapping Prepared By Landgate
DATE: 16.11.2018
REV 1
NORTH
ALTUS PLANNING
Altus Planning
68 Canning Highway
South Perth WA 6151
t. 9474 1449 m. 0400 069 037
w. www.altusplan.com.au
LEGEND:
Subject Land.....
NOTE: Areas and dimensions are subject to survey.
DISCLAIMER: This plan has been prepared under instruction of the client, Altus Planning bears no responsibility for any inaccuracies or errors
SITE PLAN
LOT 195 (No. 326) COCKRAM ROAD
LENNARD BROOK
Shire of Gingin



PIONEER WATER TANK TECHNICAL DATA	
TANK WALL MATERIAL	ZINCALUME STEEL PANELS, GRADE 300 TO AS1397
TANK WALL THICKNESS	R1 – 0.8mm R2 – 0.8mm
PROTECTIVE COATING TYPE	ZINCALUME (ZINC AND ALUMINIUM ALLOY)
PROTECTIVE COATING CLASS	AZ 150 TO AS1397 (COLORBOND – OPTIONAL)
BOLT SIZING	M10 @ 80mm VERTICAL PITCH
BOLT SPECIFICATIONS	GRADE 8.8 HIGH STRENGTH STEEL BOLTS – AS1110 GALVANISED – AS1214
ROOF SHEETING	ZINCALUME CUSTOM ORB BMT – 0.42mm , G 550
LINER MATERIAL	AQUALINER FRESH
LINER THICKNESS	0.6mm
LINER COLOUR	WHITE/BLACK

ITEM	COMPONENT DESCRIPTION
17	SAND COVE
16	TANK LINER
15	DOME ROOF SHEETS
14	DOMESTIC SLIDING ACCESS HATCH
13	REMOVABLE LADDER
12	TANK WALL PANELS
11	OVERFLOW
10	ISL TRUSSES
9	ANTI-CORROSION ANODE TAGS
8	SCOUR PLUG (OPTIONAL)
7	INLET (LEAF FILTER BASKET)
6	PANEL CONNECTION BOLT STRIP
5	SCOUR BASIN
4	SCOUR DRAIN (OPTIONAL)
3	20mm STONES
2	SAND PAD
1	EARTHWORKS (BY OTHERS)

REVISIONS							
DATE	REV	DESCRIPTION	GRID	BY	CHK	APP	DATE

DRAWN	JW
DATE	02 SEP 13
CHECKED	GF
DATE	02 SEP 13
APPROVD	LM
DATE	10 SEP 13

PIONEER WATER TANKS

Telephone: 61-8-9274 4577 Fax: 61-8-9274 4588

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SCALE 1:1 PS

SHEET SIZE A3

TITLE GENERAL ARRANGEMENT
DOMESTIC TANK GALAXY – GT 90
DOMESTIC LADDER & SAND PAD

DWG NO. GT90-R2-61-001 REV –

CAD FILE SITE & MARKETING GAs\DOMESTIC BUILD & SPEC NXT SHEET: –

11.3.4 APPLICATION FOR DEVELOPMENT APPROVAL - PROPOSED OVER HEIGHT OUTBUILDING ON LOT 271 (22) MAWARRA DRIVE, GINGIN

File:	BLD/6552
Applicant:	Karl Borwick
Location:	Lot 271 (22) Mawarra Drive, Gingin
Owner:	Karl Borwick and Kylie Borwick
Zoning:	Residential 2.5
WAPC No:	N/A
Author:	James Bayliss – Acting Manager Statutory Planning
Reporting Officer:	Bob Kelly – Executive Manager Regulatory and Development Services
Report Date:	15 October 2019
Refer:	Nil
Appendices	1. Location Plan and Applicant's Proposal

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider an Application for Development Approval for a proposed over height outbuilding on Lot 271 (22) Mawarra Drive, Gingin.

BACKGROUND

The Shire has received an Application for Development Approval for a proposed outbuilding on the subject lot, which is 4,004m^2 in area. The property is located on the corner of Beleura Avenue and Mawarra Drive and currently contains an existing single house.

The application proposes an outbuilding 15 metres in length and 8 metres in width, equating to an area of 120m^2. The proposed wall height is 3.6 metres tapering to a ridge height of 4.37 metres. The outbuilding is located at the rear of the subject lot, and is set back 4 metres from the side (northern) boundary and 20 metres from the rear (eastern) boundary.

The proposal seeks variations to Clause 5.4.3 – Outbuildings of State Planning Policy 7.3 - Residential Design Codes Volume 1 (R-Codes) in regards to the ridge height. The proposal also seeks a variation to Local Planning Policy 2.1 – Residential Outbuildings (LPP 2.1) with respect to the proposed ridge height being 4.37 metres in lieu of 4.2 metres.

Council consideration is required due to the proposed development seeking a variation to LPP 2.1.

A location plan and a copy of the applicant's proposal are attached as **Appendix 1**.

COMMENT

Community 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 Schemes) Regulations 2015.* The Shire received no comments during the consultation period.

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

The subject land is zoned Residential R2.5 under LPS 9, the objectives of which are to:

"a) Provide for a range of housing types and encourage a high standard of residential development;

b) Maintain and enhance the residential character and amenity of the zone;

c) Limit non-residential activities to those of which the predominant function is to service the local residential neighbourhood and for self-employment or creative activities, provided such activities have no detrimental effect on the residential amenity; and

d) Ensure that the density of development takes cognisance of the availability of reticulated sewerage, the effluent disposal characteristics of the land and other environmental factors."

Clause 5.2.2 states:

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

The relevant objective of the Residential zone under LPS 9 in this instance is outlined below:

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

The proposed outbuilding is deemed to be of a scale that is consistent with the residential character of the Honeycomb Estate. No adverse amenity impacts are anticipated given the general observance with LPP 2.1. Further comments are provided below.

State Planning Policy 7.3 - Residential Design Codes Volume 1 (R-Codes)

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

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

The deemed-to-comply provisions of the R-Codes relating to Outbuildings stipulate, amongst other things, that a wall height of 2.4 metres and an overall height of 4.2 metres are not to be exceeded. The proposed wall height is 3.6 metres. Given the proposal does not satisfy the deemed-to-comply provisions, the application is assessed against the associated 'Design Principle' which states:

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

The outbuilding has been strategically positioned 31.2 metres from the Beleura Street frontage to provide a large setback that prevents any adverse visual impacts on the existing streetscape. Given the outbuilding design is generally consistent with the maximum development standards outlined under LPP 2.1, the impact on the streetscape is deemed to be acceptable.

Local Planning Policy 2.1 – Residential Outbuildings

The Shire adopted LPP 2.1 in January 2013 to complement the provisions of the R-Codes relating to outbuildings to better reflect community expectations.

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

TOWNSITE	STANDARD	MAXIMUM	PROVIDED
Gingin (>4000sqm)	Area Wall Height Overall Height	140m^2 3.6m 4.2m	120m^2 - compliant 3.6m – compliant 4.37m – non-compliant

LPP 2.1 provides dimensions for the maximum allowable standards that are considered to be acceptable throughout the Shire as stated in Clause 3.5. The maximum standards were created to prevent unwanted built form and prescribe standards to prevent excessively large outbuildings being constructed. The development seeks a variation of 170mm for the overall height of the outbuilding.

Conclusion

In summary, the proposal seeks a variation to 'Local Planning Policy 2.1 – Residential Outbuildings' and the R-Codes. The variation sought is minor in nature and generally consistent with the existing character and amenity of the Honeycomb Estate. As such, the officer supports the development subject to conditions.

STATUTORY ENVIRONMENT

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

Local Planning Scheme No. 9

Local Planning Policy 2.1 - Residential Outbuildings

State Planning Policy 7.3 - Residential Design Codes Volume 1

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Infrastructure and Development*
Objective	*3. To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner*
Outcome	*3.1 Development* *New and existing developments meet the Shire's Strategic Objectives and Outcomes*
Key Service Areas	*Building And Planning Permits*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Rule SECONDED: Councillor Peczka

That Council grant Development Approval for a proposed over height outbuilding on Lot 271 (22) Mawarra Drive, Gingin subject to the following conditions:

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

2. **This approval is for an Outbuilding only as indicated on the approved plans;**

3. The Outbuilding shall not be used for human habitation or any other industrial or commercial purposes;
4. Stormwater from all roofed and hardstand areas shall be collected and contained onsite to the satisfaction of the Shire of Gingin; and

5. The finished floor level of the Outbuilding must be set at the existing average natural ground level to the satisfaction of the Shire of Gingin.

Advice Notes

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

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

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

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

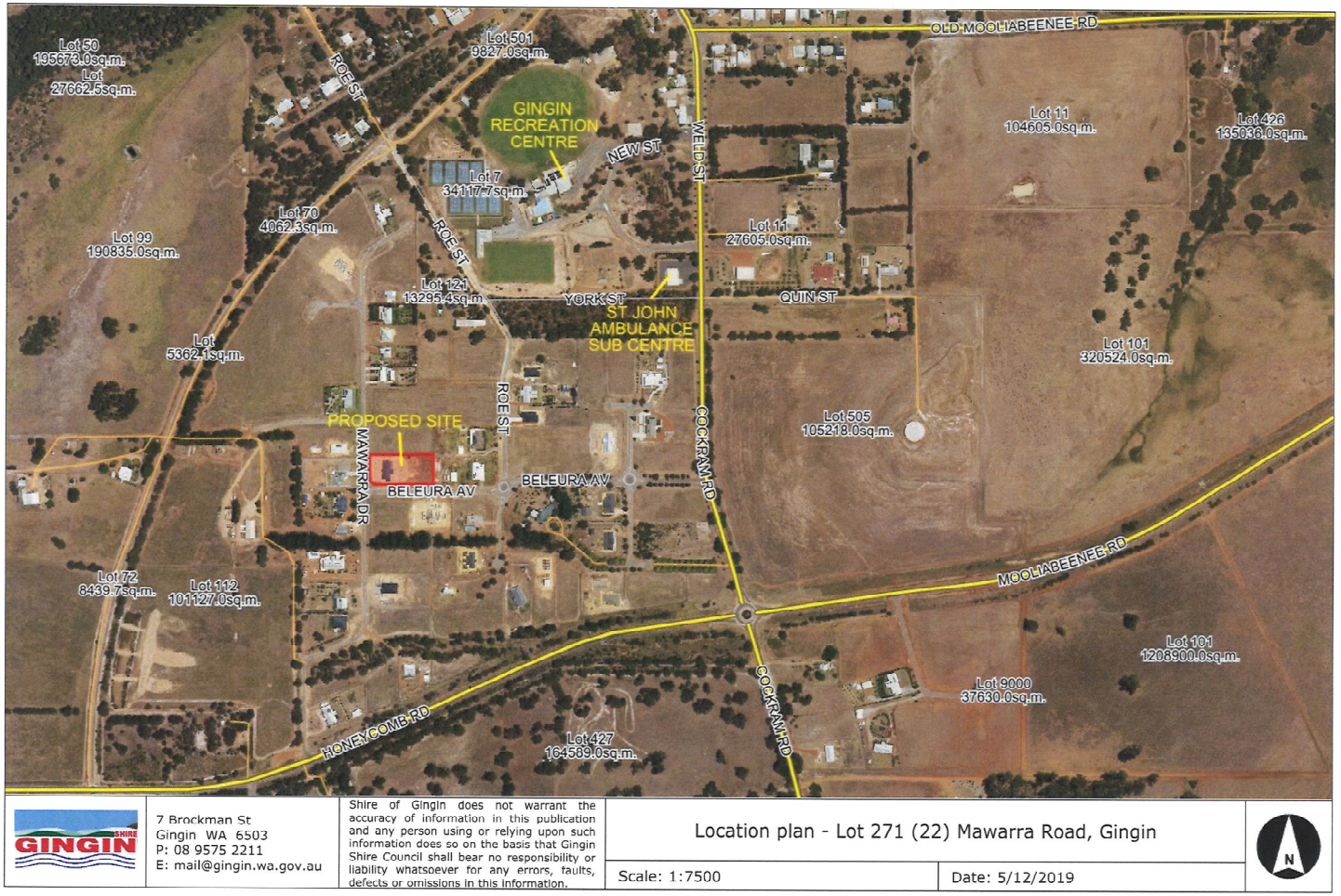
Note 5: This planning approval shall not be construed as an approval or support of any kind for any other planning related application (including subdivision) on the subject land;

Note 6: It is the landowner's responsibility to implement and maintain bushfire protection and mitigation measures on their property; and

Note 7: It is recommended that cadastral lot boundaries be established by a suitably qualified land surveyor to ensure that all development is carried out within the subject allotment.

CARRIED UNANIMOUSLY

APPENDIX 1


Lot 50
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Lot
27662.5sq.m.
Lot 501
9827.0sq.m.
ROE ST
GINGIN
RECREATION
CENTRE
NEW ST
WELD ST
OLD MOOLIABEENEE RD
Lot 11
104605.0sq.m.
Lot 426
135036.0sq.m.
Lot 7
341177sq.m.
Lot 70
4062.3sq.m.
Lot 99
190835.0sq.m.
ROE ST
Lot 14
27605.0sq.m.
Lot 121
13295.4sq.m.
YORK ST
QUIN ST
ST JOHN
AMBULANCE
SUB CENTRE
Lot
5362.1sq.m.
Lot 101
320524.0sq.m.
PROPOSED SITE
ROE ST
Lot 505
105218.0sq.m.
COCKRAM RD
WAWARRA DR
BELEURA AV
BELEURA AV
MOOLIABEENEE RD
Lot 72
8439.7sq.m.
Lot 112
101127.0sq.m.
Lot 101
1208900.0sq.m.
Lot 9000
37630.0sq.m.
COCKRAM RD
HONEYCOMB RD
Lot 427
164589.0sq.m.
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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Location plan - Lot 271 (22) Mawarra Road, Gingin
Scale: 1:7500
Date: 5/12/2019
N

Lot 272
4004.0sq.m.
Lot 269
4005.0sq.m.
Lot 271
4004.0sq.m.
Lot 270
4004.0sq.m.
MAWARRA DR
BELEURA AV
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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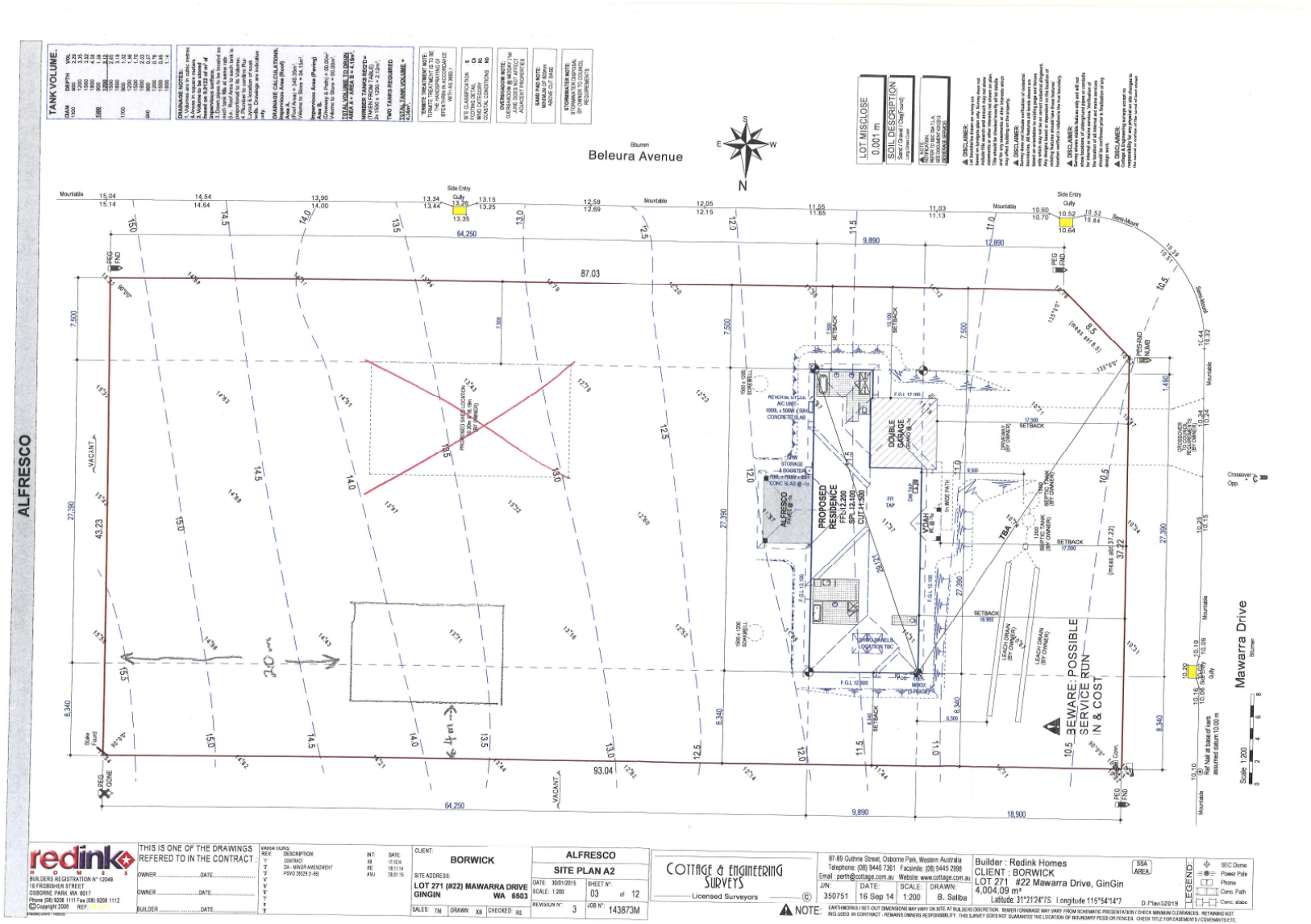
Aerial map - Lot 271 (22) Mawarra Drive, Gingin
Scale: 1:555
Date: 11/11/2019
N


ALFRESCO
Beleura Avenue
Mawarra Drive
PROPOSED RESIDENCE
FFL=12.200
GF=12.100
GUT=11.900
DOUBLE GARAGE
ALFRESCO
VACANT
87.03
93.04
64.250
9.890
17.890
18.900
BEWARE: POSSIBLE SERVICE RUN IN & COST
TANK VOLUME:
redink HOMES
BUILDERS REGISTRATION N° 12049
16 FROBISHER STREET
OSBORNE PARK, WA 6017
BORWICK
LOT 271 (#22) MAWARRA DRIVE
GINGIN WA 6503
ALFRESCO
SITE PLAN A2
COTTAGE & ENGINEERING SURVEYS
Licensed Surveyors
Builder : Redink Homes
CLIENT : BORWICK
LOT 271 #22 Mawarra Drive, GinGin
4,004.09 m²
Latitude: 31°21'24"7S Longitude 115°54'14"7
D_Plan52019

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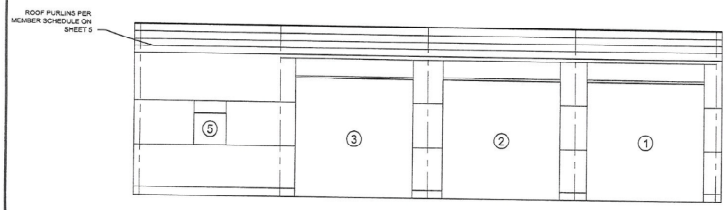
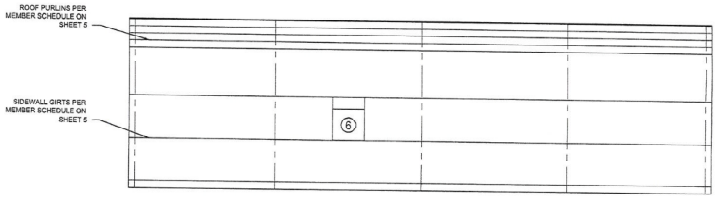


1/2 SIDEWALL EXTERIOR ELEVATION
SCALE: 1 = 100



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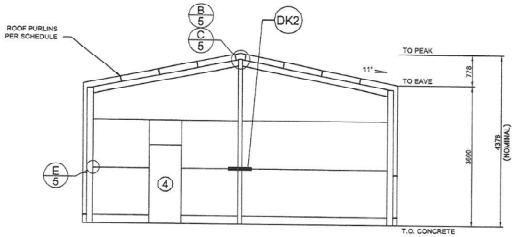

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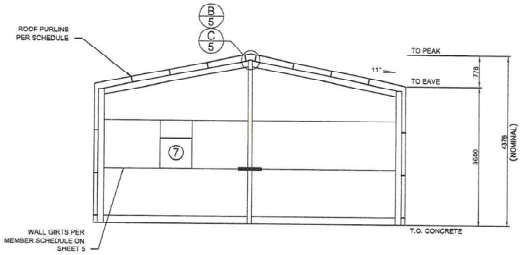

3/2 ENDWALL INTERIOR ELEVATION
SCALE: 1 = 100

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SHEET 2 OF 6
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WESTERN SHEDS PTY LTD
08 94178880
KARL AND KYLIE BORWICK
22 MAWARRA DRIVE
GINGIN

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Civil & Structural Engineers
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Currajong, Qld 4812
Fax: 07 4725 5850
Email: design@nceng.com.au
ABN 341 008 173 56
Registered Chartered Professional Engineer
Registered Professional Engineer (Civil & Structural) QLD
Registered Certifying Engineer (Structural) N.T.
Registered Engineer - (Civil) VIC
Registered Engineer - (Civil) TAS
Regn. No. 2558980
Regn. No. 9885
Regn. No. 118373ES
Regn. No. EC36692
Regn. No. CC5848M

Mr Timothy Roy Messer BE MIEAust RPEQ
Registered Professional Engineer 2558980
Signature T. Messer
Date 1/11/2019
Registered on the NPER in the areas of practice of Civil & Structural National Professional Engineers Register

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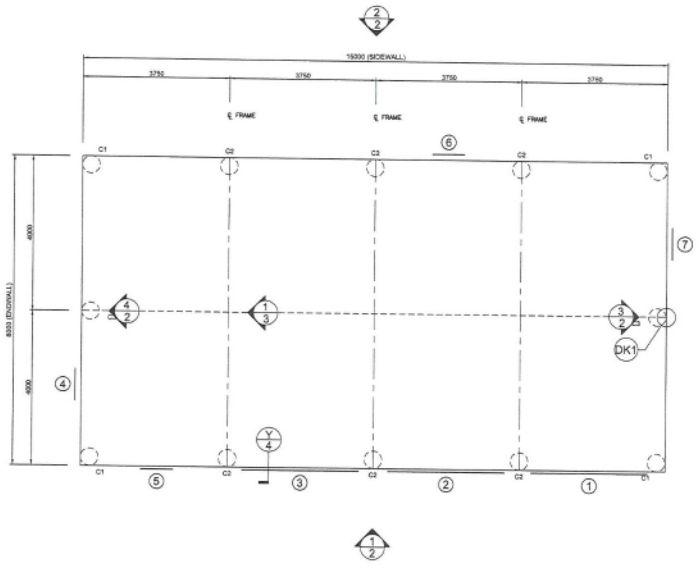

1/1 FOUNDATION PLAN AND MEMBER LAYOUT
SCALE: 1 = 100

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MEMBER LEGEND

C1	C15015
C2	C15024
C3	C15019

SHEET 1 OF 6
JOB NO. PERH4954
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Registered Professional Engineer (Civil & Structural) QLD Regn. No. 9880
Registered Certifying Engineer (Structural) N.T. Regn. No. 116373ES
Registered Engineer - (Civil) VIC Regn. No. EC36990
Registered Engineer - (Civil) TAS Regn. No. CC5548M

Mr Timothy Roy Messer BE MIEAust RPEQ
Registered Professional Engineer 2558980
Signature T. Messer
Date 1/11/2019
Registered on the NPER in the areas of practice of Civil & Structural National Professional Engineers Register

11.3.5 SHIRE OF GINGIN LOCAL PLANNING SCHEME NO. 9 - PROPOSED SCHEME AMENDMENT NO. 21 FOR LOT 201 BRAND HIGHWAY, GINGINUP

File:	LND/687
Applicant:	Tecon Australia
Location:	Lot 201 Brand Highway, Ginginup
Owner:	Western Sun Nominees Pty Ltd
Zoning:	General Rural
WAPC No:	N/A
Author:	James Bayliss - Acting Manager Statutory Planning
Reporting Officer:	Bob Kelly –Executive Manager Regulatory and Development Services
Report Date:	17 December 2019
Refer:	17 April 2018 Item 11.3.1 20 November 2018 Item 11.3.1 18 June 2019 Item 11.3.7 20 August 2019 Item 11.3.3
Appendices	1. Applicant's Proposal 2. Previously Approved Development Plans 3. Schedule of Submissions and Recommended Responses

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider:

1. Submissions received during the advertising period in relation to proposed Scheme Amendment No. 21 for Lot 201 Brand Highway, Ginginup and the recommended responses to those submissions;

2. Amending Proposed Scheme Amendment No. 21 for Lot 201 Brand Highway, Gingin; and

3. Referral of the Scheme Amendment to the Western Australian Planning Commission.

BACKGROUND

At its meeting on 20 June 2019, Council resolved as follows:

1. "Pursuant to Section 75 of the Planning and Development Act 2005, initiate proposed Amendment No. 21 to the Shire of Gingin's Local Planning Scheme No. 9 to introduce into Schedule 2 – Additional Uses the following:

No.	*Description of lands*	*Additional use*	*Conditions*
26	*Lot 201 Brand Highway, Ginginup.*	*Workforce Accommodation -*	*1. A development application is required for the additional land use.* *2. Workforce accommodation will be considered as a 'D –discretionary' land use.* *3. Workforce accommodation is appropriately defined as:* *"a premise which may include modular or relocatable buildings, used –* *a. Primarily for the accommodation for 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.* *4. Development is to be generally in accordance with the development approval issued by the local government on 30 November 2018.* *5. The development is limited to accommodating a maximum of 40 persons at any one time.*

2. Amend the scheme maps accordingly;

3. Resolve, pursuant to clause 35 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015, that Local Planning Scheme Amendment No. 21 is a standard scheme amendment in accordance with clause 34 of the Regulations, as the proposal will have a minimal impact on land in the Scheme area that is not the subject of the amendment, and will not result in any significant environmental, social, economic or governance impacts on land in the Scheme area;

4. Authorise the affixing of the Common Seal to, and endorse the signing of, the amendment documentation by the Shire President and Chief Executive Officer;

5. Pursuant to clause 37 (2) of the Regulations, forward Local Planning Scheme Amendment No. 21 to the Western Australian Planning Commission;

6. *Pursuant to section 81 of the Planning and Development Act 2005, refer Local Planning Scheme Amendment No. 21 to the Environmental Protection Authority;*
7. *Pursuant to clause 47 of the Regulations, give public notice with a public submission period of not less than 42 days; and*

8. ***Pursuant to clause 50 (3) of the Regulations, return the proposal to Council for final consideration to support, modify or not support Local Planning Scheme Amendment No. 21."***

The above point is highlighted for emphasis, as this report seeks to fulfil this requirement by returning the amendment to Council for consideration prior to referral to the Western Australian Planning Commission (WAPC) in accordance with Clause 53 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations).

The Shire received an Application for Development Approval on 28 March 2018 for a temporary workers' camp at the abovementioned property. Council at its Ordinary Meeting on 17 April 2018 resolved to issue approval subject to conditions, one of which restricted the approval to a period of 10 months (expired on 24 February 2019). The proponent then sought a further six month extension, which was considered at the Ordinary Meeting on 20 November 2018, with the extension expiring on 24 August 2019.

The proponent then sought indefinite approval for the workers' camp, but was advised by Administration that an amendment to LPS 9 would be required.

The subject lot is 7.1 hectares in area and currently contains an existing single house, holiday accommodation, a number of transportable dwellings and an approved transport depot use.

The temporary workers' camp caters for employees associated with the mineral sands mine site located 20 kilometres north of the Gingin town site. The development consists of ten transportable dwellings located on the eastern (vacant) portion of the subject lot. Each transportable dwelling caters for up to four workers, each with their own bedroom and bathroom facility. The transportable dwellings are 14.4 metres in length, 3.25 metres in width (46.8m^2) and have an overall height of 2.9 metres.

The applicant's proposal is provided as **Appendix 1**.

A copy of the previously approved development plans is attached as **Appendix 2**.

COMMENT

Community Consultation

The proposed amendment was referred to the Environmental Protection Authority (EPA) on 16 July 2019. The EPA provided the following comment:

> *"Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be assessed under Part IV of EP Act. No Advice Given. (Not Appealable)."*

The proposed scheme amendment was therefore advertised to surrounding landowners, published on the Shire's website and a development sign was placed on the verge of the property for a period of 42 days in accordance with clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015.* The Shire received three submissions, one in support of and two opposed to the amendment. The application was also referred to Main Roads Western Australia (MRWA), which provided a response that the officer has interpreted as a general comment.

A copy of the Schedule of Submissions and Recommended Responses is provided as **Appendix 3**.

In response to comments received, the officer is of the view that additional conditions should be included within 'Schedule 2 – Additional Uses'. The relevant comments and additional conditions are outlined in the below report.

PLANNING FRAMEWORK

This report does not seek to duplicate another assessment against the applicable framework, which can be viewed as part of the report (Item 11.3.7) within the minutes from the Council meeting held on 20 June 2019. Where relevant, comments relating to Local Planning Scheme No. 9 are provided and officer comments in response the submissions can be found as part of Appendix 3.

Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations)

Relevant clauses under the Regulations are outlined below:

"49. Submissions on standard amendment

(1) A submission on a standard amendment to a local planning scheme must –

(a) Be made in writing to the relevant local government in a form approved by the Commission; and
(b) State the name and address of the person making the submission; and
(c) Include a statement about the capacity in which the person makes the submission.

(2) A local government must acknowledge in writing the receipt of each submission received by it."

Officer Comment

The submissions received satisfy the abovementioned criteria and have therefore been accepted. It should also be noted that relevant acknowledgement letters were provided to all parties that lodged submissions.

"50. Consideration of submissions on standard amendments

(3) Before the end of the consideration period for a standard amendment to a local planning scheme, or a later date approved by the Commission, the local government must pass a resolution –

(a) To support the amendment without modification; or
(b) To support the amendment with proposed modifications to address issues raised in the submissions; or
(c) Not to support the amendment.

Officer Comment:

It should be noted that many comments are considered to lack planning merit that would warrant modifications to the proposed amendment. This notwithstanding, two additional conditions are suggested as outlined below.

Proposed Modifications

The following conditions are recommended to be imposed within 'Schedule 2 – Additional Uses'.

'The workforce accommodation shall only accommodate workers and/or contractors directly associated with the mining and processing of mineral sands at the Boonanarring mine site.'

Officer Comment

This modification is to reinforce that the occupation of the development is limited to employees/contractors directly related to the mining operation currently being undertaken in Boonanarring. This is to avoid any transient workers/contactors or the like that are not associated with the mine from residing onsite either temporarily or permanently.

'Within 6 months of the cessation of the mining and processing of mineral sands at the Boonanarring mine site, the workforce accommodation shall be decommissioned and the site rehabilitated to pre-development condition, to the satisfaction of the Shire of Gingin.'

Officer Comment

This modification is to ensure that the development is removed at the cessation of the mining operations. It is noted that this may be preferable as a condition at development approval stage, however forming part of the amendment has greater statutory power as opposed to a development condition.

Summary

Based on the above report and the comments provided during the advertising period, the officer recommends referring the proposed amendment with modifications to the West Australian Planning Commission for review in accordance with Clause 50 (3) (a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

STATUTORY ENVIRONMENT

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

State Planning Policy No. 2.5 – Rural Planning

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Infrastructure and Development.*
Objective	*3. To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner.*
Outcome	*3.1 Development* *New and existing developments meet the Shire's Strategic Objectives and Outcomes.*
Key Service Areas	*Strategic Town Planning.*
Priorities	*3.1.1 Support strategies that facilitate commercial development.*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson SECONDED: Councillor Peczka

That Council:

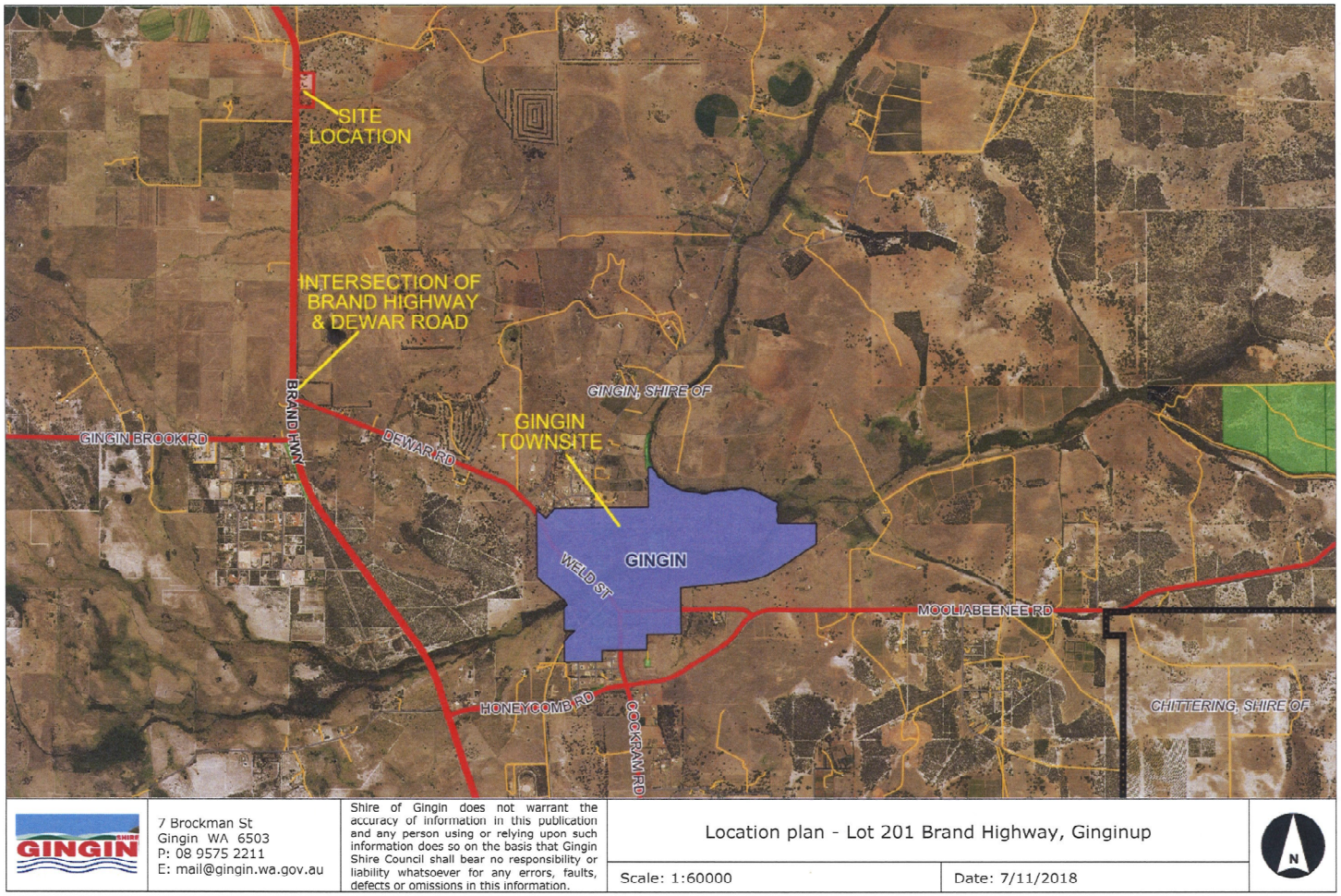
1. **Accept the submissions received during the advertising period and endorse the recommended responses.**

2. **Pursuant to Clause 50 (3) (a) of the *Planning and Development (Local Planning Schemes) Regulations 2015,* refer proposed amendment No. 21 to the Western Australian Planning Commission with modification, to introduce into Schedule 2 – Additional Uses of Local Planning Scheme No. 9 the following:**

No.	*Description of lands*	*Additional use*	*Conditions*
26	*Lot 201 Brand Highway, Ginginup.*	*Workforce Accommodation -*	*1. A development application is required for the additional land use.* *2. Workforce accommodation will be considered as a 'D –discretionary' land use.* *3. Workforce accommodation is appropriately defined as:* *"a premise which may include modular or relocatable buildings, used –* *c. Primarily for the accommodation for workers engaged in construction, resource, agricultural or other industries on a temporary basis; and* *d. For any associated catering, sporting and recreation facilities for the occupants and authorised visitors.* *4. Development is to be generally in accordance with the development approval issued by the local government on 30 November 2018.* *5. The development is limited to accommodating a maximum of 40 persons at any one time.* *6. The workforce accommodation shall only accommodate workers and/or contractors directly associated with the mining and processing of mineral sands at the Boonanarring mine site.* *7. Within 6 months of the cessation of the mining and processing of mineral sands at the Boonanarring mine site, the workforce accommodation shall be decommissioned and the site rehabilitated to pre-development condition, to the satisfaction of the Shire of Gingin.*

CARRIED UNANIMOUSLY

APPENDIX 1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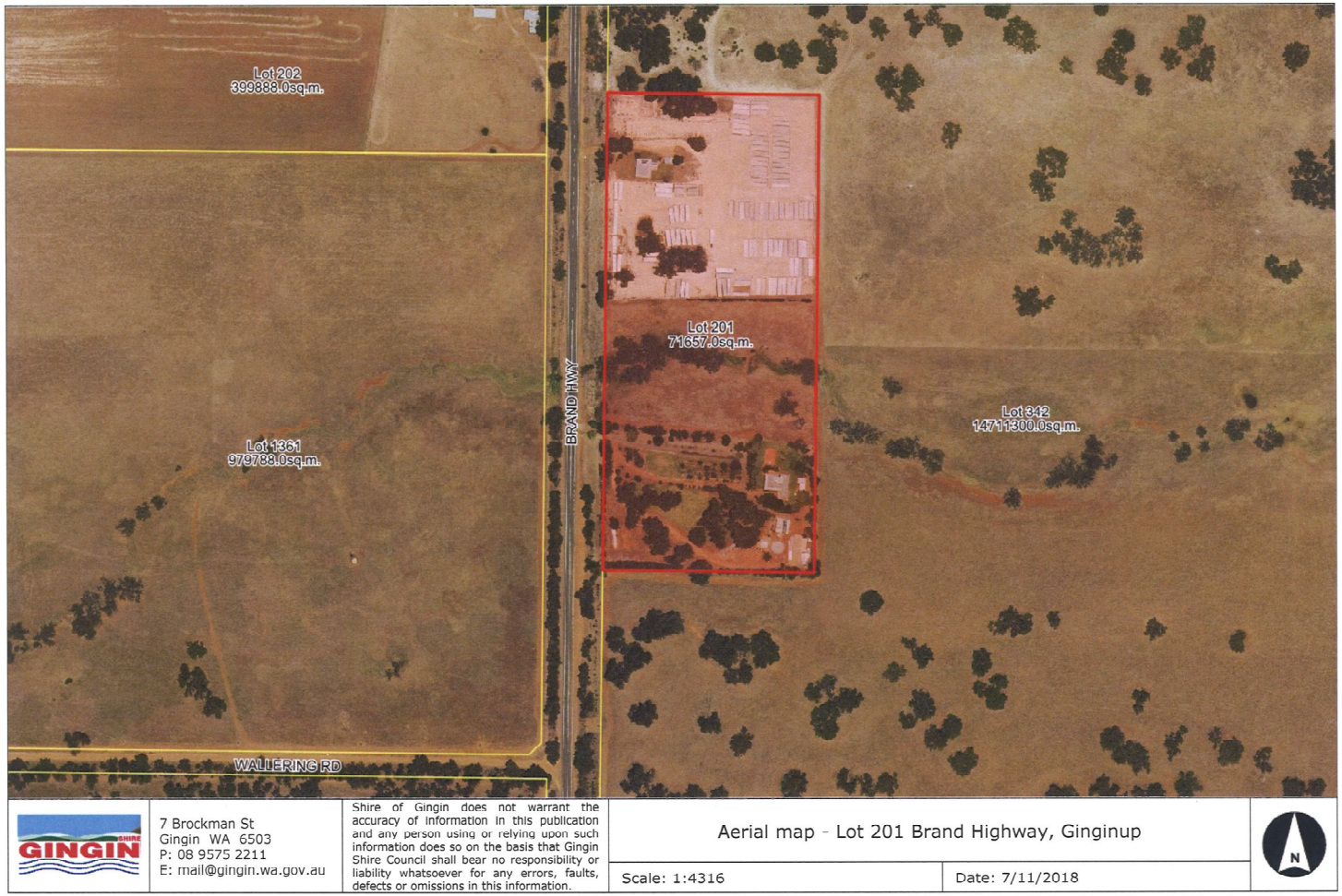
GINGIN BROOK RD
DEWAR RD
GINGIN, SHIRE OF
GINGIN TOWNSITE
GINGIN
WELD ST
MOOLIABEENEE RD
HONEYCOMB RD
COCKRAM RD
CHITTERING, SHIRE OF
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.
Location plan - Lot 201 Brand Highway, Ginginup
Scale: 1:60000
Date: 7/11/2018
N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Lot 201
71657.0sq.m.
Lot 1361
979788.0sq.m.
Lot 342
1471130.0sq.m.
BRAND HWY
WALLERING RD
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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Aerial map - Lot 201 Brand Highway, Ginginup
Scale: 1:4316
Date: 7/11/2018
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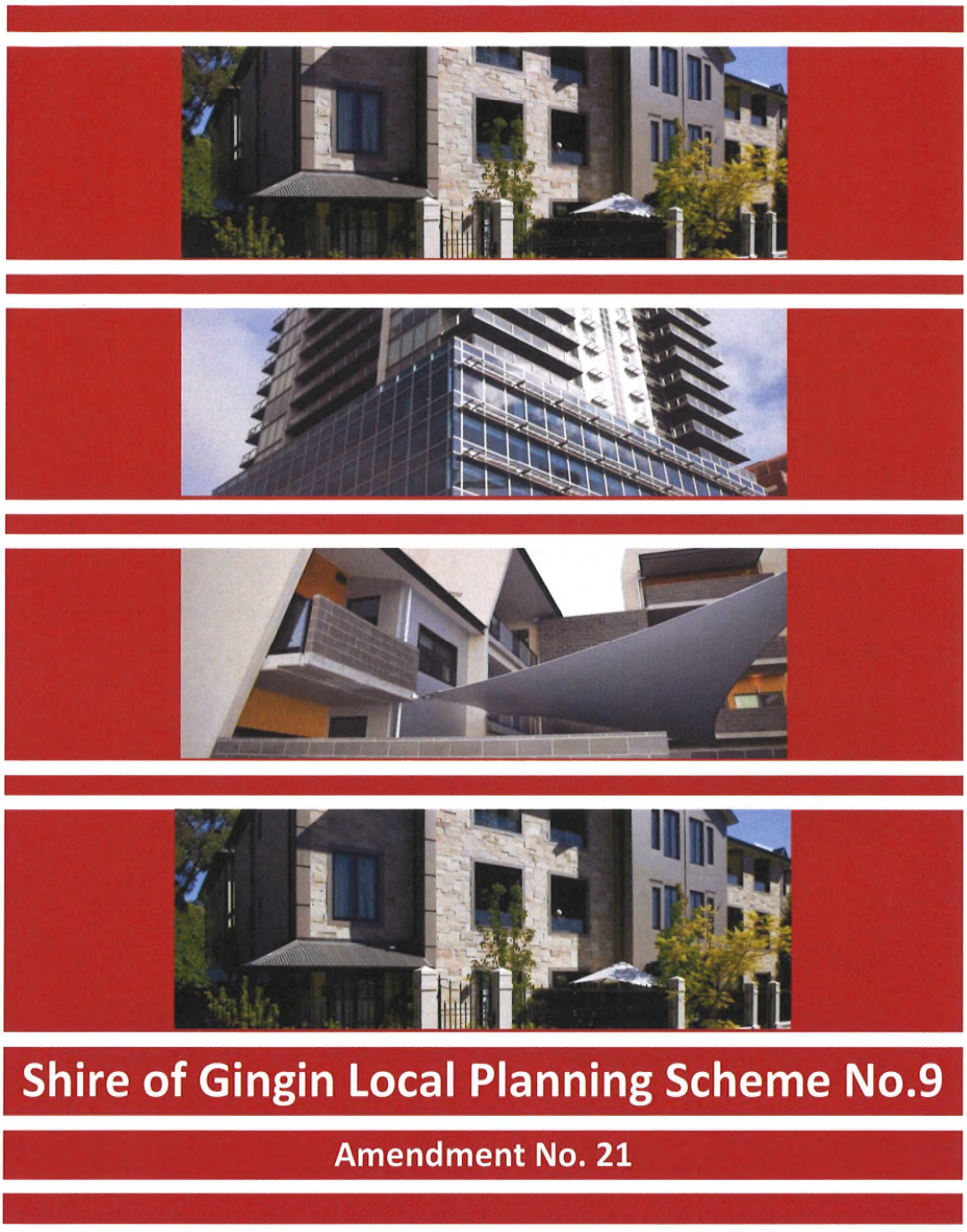

Shire of Gingin Local Planning Scheme No.9

Amendment No. 21

Title:	
Production Date:	May 2019
Prepared By:	Tecon Australia
Author:	Kristy Richardson
Editor:	Gary Fitzgerald
Review Status:	Draft for consideration for initiation
Project Name:	Lot 201 Brand Highway
Project Number / File Reference:	

Modifications List:

Version:	Date:	Amendments:	Prepared by:

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Conclusion 13

Planning and Development Act 2005

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

Shire of Gingin Local Planning Scheme No.9
Amendment No. 21

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

(i) Amending the Scheme Map by applying 'Additional Use No.25' to Lot 201 Brand Highway.
(ii) Inserting additional text in the table at Schedule 2 – Additional Uses.

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* as:

(a) It is considered the amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
(b) It is considered that the amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
(c) The amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone.

Dated this ..... day of 20xx

.....
(Chief Executive Officer)

1.0 INTRODUCTION

1.1 Purpose and Objective

The Local Planning Scheme Amendment Report has been prepared for the purpose of effecting an amendment to the Shire of Gingin Local Planning Scheme No 9 (LPS 9) by applying an 'Additional Use' No.25 at Lot 201 Brand Highway, Ginginup to include 'workforce accommodation' as a discretionary ('D') use.

Workforce Accommodation is defined by the Model Scheme Text as

" means premises, which may include modular or relocatable buildings, used –

(a) Primarily for the accommodation for 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.

2.0 SITE LOCATION AND CONTEXT

2.1 Location and Description

The site is within the locality of Ginginup, within the Shire of Gingin Local Government area.

The property contains an area of 7.1 ha and is located on Brand Highway approximately 6km north of the townsite of Gingin.

2.2 Existing and Surrounding Land Uses

The site currently contains an existing single house, holiday accommodation and a number of transportable dwellings associated with an approved transport depot use.

The site is also the subject of a temporary Development Approval for a 'workers camp' (use not listed). The workers camp caters for employees associated with the mineral sands mine located 20 kilometres north of the Gingin townsite. The approval expires on the 24th August 2019.

The surrounding area is largely rural land. Minimal pockets of vegetation exist on the property.

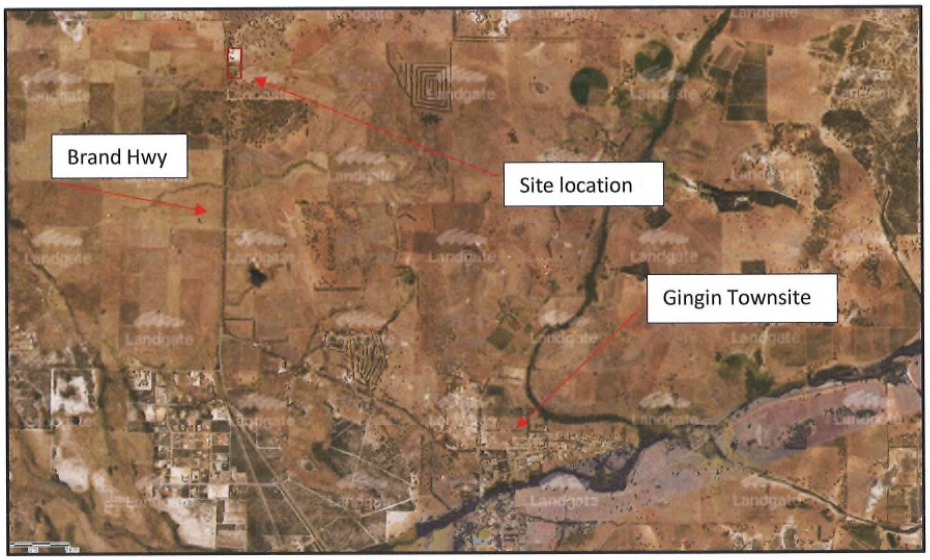


Figure 1: Site Context

2.3 Property Details

Table 1 below provides a summary of the land ownership details at the time of preparing this Local Scheme Amendment Report.

Lot Number / Street Address	Volume/Folio	Landowner	Lot Area (ha)
Lot 201 (No.3572) Brand Highway, Ginginup	2223/408	Western Sun Nominees Pty Ltd	7.1

Table 1: Land Ownership

Figure 2: Subject Lot

3.0 PLANNING CONTEXT

3.1 Shire of Gingin Local Planning Scheme No. 9

The aims of the Shire of Gingin Local Planning Scheme include —

(k) Ensure that agricultural and urban land uses can be co-located efficiently with minimal conflict.

(l) Promote processing and value adding industries to be located within the Shire.

(n) Facilitate increased demand and diversification of local service industries.

(o) Promote Gingin Shire as an opportune location for regional development of industry, infrastructure and other specialised regional facilities.

The landuse proposed by way of the subject amendment has effectively been operating on the site on a temporary basis for approximately 12 months. No complaints have been received in relation to the land use which demonstrates that it has been effectively co-located with no land use conflict.

The mining operations within the Shire are a relatively recent activity and whilst every effort is made by the contractor to source local employees, due to the scale of the operations, some of the workforce has been employed from outside of the Gingin area. In order to provide a safe worksite, accommodation needs to be provided for a proportion of the workforce so that no employee drives an unsafe distance home at the end of the work shift.

The support of this amendment and the provision of a defined site suitable for providing workforce accommodation, ultimately assists the Shire in promoting the regional development of the area, supports diversification of landuses and value adds to the town by way of bringing additional people into the town. This ultimately supports the aims of the Local Planning Scheme.

Lot 201 Brand Highway is zoned 'General Rural' by the Shire of Gingin Local Planning Scheme No 9.

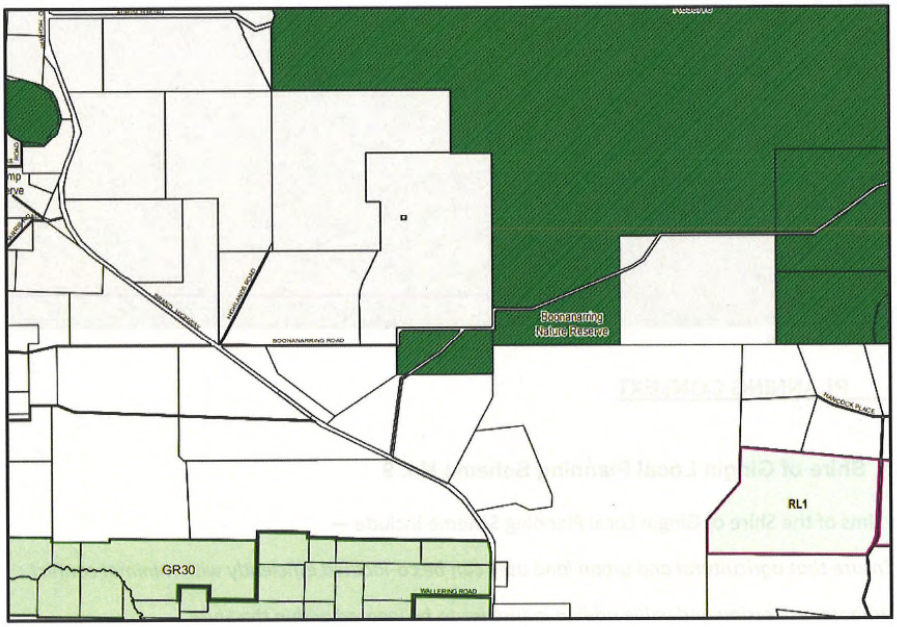


Figure 3: Excerpt from Shire of Gingin LPS No.9

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 workforce accommodation landuse, although not a broad acre agricultural activity, will not impede the site from continuing to operate as it is currently.

It is noted that the site has previous approval to operate as a Transport Depot, provide Holiday House accommodation and has a current temporary approval (as a use not listed) for the proposed development. All such uses are not broad acre agricultural activities.

3.2 Shire of Gingin Local Planning Strategy (LPS)

The Shire of Gingin LPS is a planning tool that sets out the longer term direction for land use and development within the munipality of Gingin.

The Strategy was adopted in 2012 and is intended to express Council's vision for the Shire over a 15-20 year period.

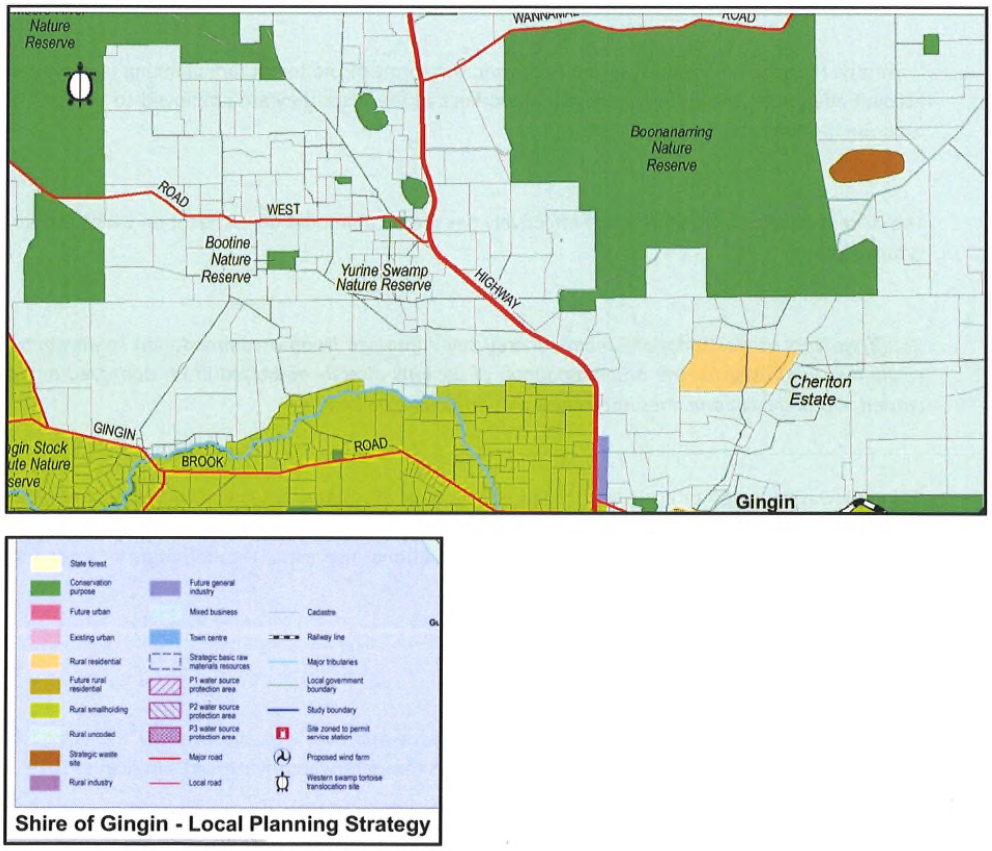


Figure 4: Excerpt from Shire of Gingin Local Planning Strategy

The subject site is designated 'Rural' uncoded by the LPS.

At 7.1ha and developed with an approved Transport Depot and Holiday Accommodation, the subject land has limited use for large scale agriculture.

The proposed amendment, in applying the additional use – workforce accommodation, does not impede the site from operating as it currently does or into the future with a use consistent with the base 'general rural' zoning.

4.0 PROPOSED SCHEME AMENDMENT

The subject amendment proposes to apply an 'Additional Use' to the site to facilitate the continued development of the site with accommodation for workers employed by the Mineral Sands Mine north of the Gingin townsite.

Currently, the scheme does not facilitate beyond the terms of the temporary planning approval, the accommodation on the subject property of workers as the work they are employed to do does not occur on the subject lot.

The current definition within LPS No9 effectively ties the accommodation to the lot on which the work is taking place.

"staff/workers accommodation" 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."

It is not always practical or achievable to locate a number of workers employed by a large company or employed on a drive-in drive-out rotational roster on the site in which the work is taking place. For this reason, it is proposed to introduce, through an additional use class, the definition of 'workforce accommodation' as per the model scheme text.

4.1 Proposed Development

By way of background, an Application for Development Approval was approved by the Shire for a temporary workers camp at the subject property. This temporary approval expires in August 2019.

The development consists of ten transportable dwellings located on the eastern (vacant) portion of the subject lot. Each transportable dwelling caters for up to four workers each with their own bedroom and bathroom facility. Communal kitchen, dining and laundry facilities are also provided.

The proposed amendment would facilitate the continued use of the current development on site for a more permanent arrangement rather than a temporary basis. This would be subject to Council applying discretion in approving the development following the finalisation of the amendment.

The following matters are therefore addressed in the context of the current development:

A) Visual Amenity

The development has been positioned within the lot so as not to be viewed from Brand Highway. Notwithstanding, the development is consistent visually with the existing transportable dwellings stored onsite as part of the transport depot usage and therefore the amenity of the area remains relatively unchanged.

The development is set back from Brand Highway greater than the required 20 metres as stipulated under Table 2 – Site Requirements of the Shire of Gingin Local Planning Scheme No.9.

B) Parking and Vehicle Movements

The development provides for 16 car parking bays for occupants of the workforce accommodation. Although the camp can occupy up to 40 persons, not every occupant has a vehicle on site.

Workers are transported to the mine site from the camp via a small 20-seater bus and returned at the end of the shift. Bus movements thus limit the number of vehicles entering and exiting the site.

The existing crossover will continue to be utilised and as can be seen in the below images, clear site lines to the highway exist. Given the site has an existing approval to operate as a transport depot, the increase of vehicles entering Brand Highway is considered negligible.

C) Servicing

As part of the temporary development of the site, a Biomax C60 system was approved by the Shire's Health Department and installed. As the camp is not increasing in occupants the Biomax system will still adequately service the site.

The site is proposed to be serviced with a 3-phase power supply. An application is currently being finalised with Western Power in this regard.

Figures 5 & 6: Sightlines and existing vehicle crossover

5.0 Conclusion

The proposed scheme amendment is considered to be a 'standard' amendment to the Shire of Gingin Local Planning Scheme No.9 as per the *Planning and Development (Local Planning Schemes) Regulations* 2015. It proposes an "Additional Use' landuse that is consistent with the definition as per the Model Scheme Text.

We respectfully request the Shire of Gingin support our request to amend Local Planning Scheme 9 as proposed.

Amending Pages

Planning and Development Act 2005

Shire of Gingin Local Planning Scheme No. 9
Amendment No.21

The Shire of Gingin under and by virtue of the powers conferred upon it in that behalf by the *Planning and Development Act 2005* hereby amends the above Local Planning Scheme at:

Lot 201 (No 3572) Brand Highway, Ginginup

(iii) Amending the Scheme Map by applying 'Additional Use No.25' to Lot 201 Brand Highway as shown on the Scheme Amendment Map.

(iv) Inserting additional text in the table at Schedule 2 – Additional Uses as follows:

No.	Description of land	Additional Use	Conditions
25	Lot 201 Brand Highway, Ginginup	Workforce Accommodation	(i) Workforce Accommodation is permitted as a "D" use. (ii) Workforce accommodation at this location is defined as : *means premises, which may include modular or relocatable buildings, used –* *(a) Primarily for the accommodation for 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.* (iii) A development application is required and local governments discretion applies for the additional land use.

Adoption Page

Final Approval

Adopted for final approval by resolution of the Shire of Gingin at its Ordinary Meeting of the Council held on the ..... day of ....., 2019 (Decision number ..... /.....); and the Common Seal of the Shire of Gingin was hereunto affixed by the authority of a resolution of the Council in the presence of:

President

Signed:- .....

Chief Executive Officer

Signed:- .....

Common Seal

Recommended/Submitted for Final Approval

Delegated under section 16 of the *Planning and Development Act 2005*

Signed:- .....

Date:- ___/___/_____

Final Approval Granted

Minister for Planning

Signed:- .....

Date:- ___/___/_____

Shire of Gingin Local Planning Scheme No. 9
Amendment No. 21

N

LEGEND

ZONES

GENERAL RURAL

GENERAL RURAL - CODED

OTHER CATEGORIES

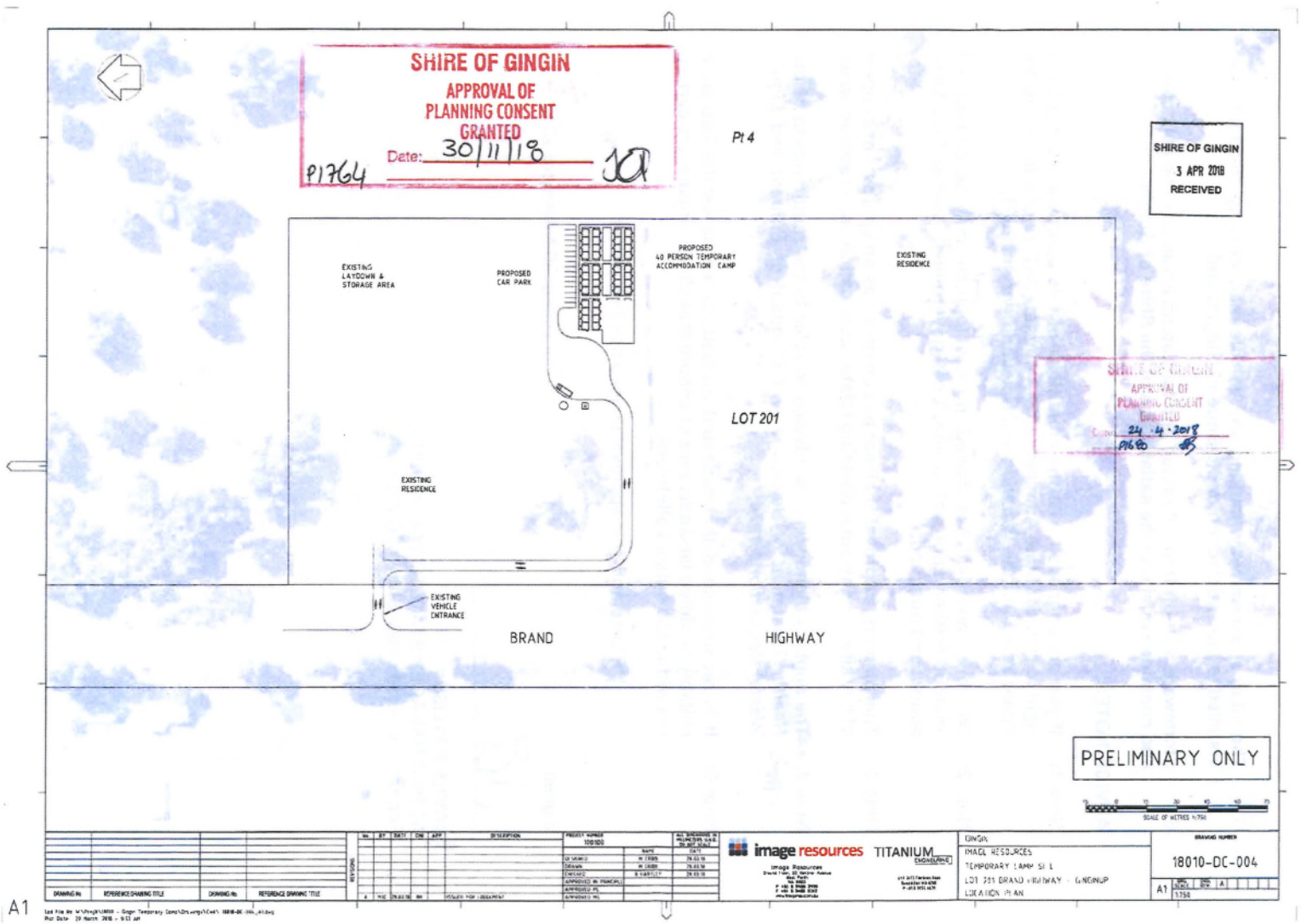
A1 ADDITIONAL USES

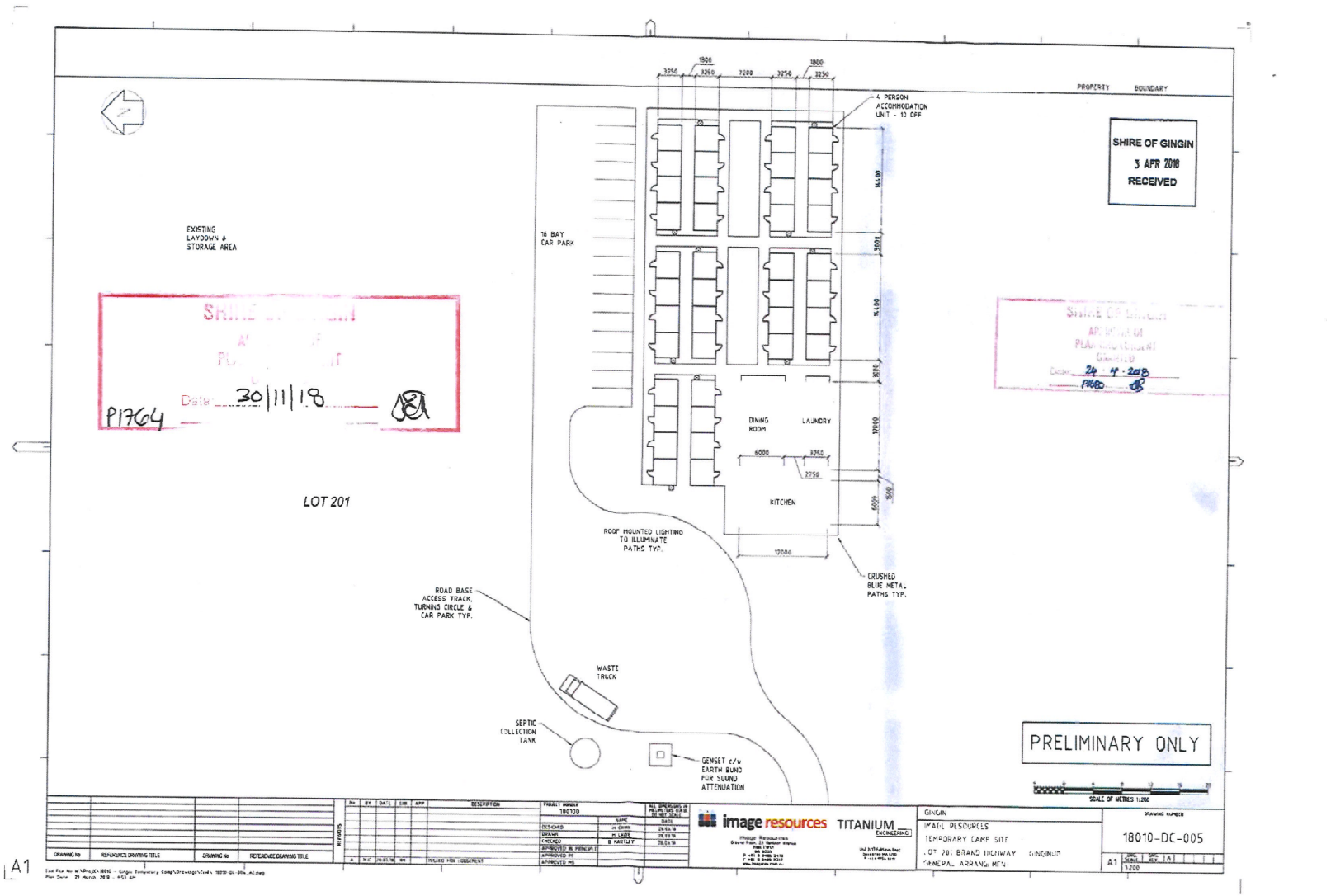
Existing Scheme

Scheme Amendment Map

Drawing Number: 190253-01 Revision A

APPENDIX 2


SHIRE OF GINGIN
APPROVAL OF
PLANNING CONSENT
GRANTED
Date: 30/11/18
P1764
Pt 4
SHIRE OF GINGIN
3 APR 2018
RECEIVED
EXISTING
LAYDOWN &
STORAGE AREA
PROPOSED
CAR PARK
PROPOSED
40 PERSON TEMPORARY
ACCOMMODATION CAMP
EXISTING
RESIDENCE
LOT 201
APPROVAL OF
PLANNING CONSENT
GRANTED
24 · 4 · 2018
P1760
EXISTING
RESIDENCE
EXISTING
VEHICLE
ENTRANCE
BRAND
HIGHWAY
PRELIMINARY ONLY
SCALE OF METRES 1:750
image resources
TITANIUM
GINGIN
IMAGE RESOURCES
TEMPORARY CAMP SITE
LOT 201 BRAND HIGHWAY - GINGINUP
LOCATION PLAN
18010-DC-004
A1
1:750
A1


PROPERTY BOUNDARY
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SHIRE OF GINGIN
3 APR 2018
RECEIVED
EXISTING LAYDOWN & STORAGE AREA
16 BAY CAR PARK
P1764
Date 30/11/18
LOT 201
DINING ROOM
LAUNDRY
KITCHEN
ROOF MOUNTED LIGHTING TO ILLUMINATE PATHS TYP.
CRUSHED BLUE METAL PATHS TYP.
ROAD BASE ACCESS TRACK, TURNING CIRCLE & CAR PARK TYP.
WASTE TRUCK
SEPTIC COLLECTION TANK
GENSET c/w EARTH BUND FOR SOUND ATTENUATION
PRELIMINARY ONLY
SCALE OF METRES 1:200
image resources
TITANIUM ENGINEERING
GINGIN
IMAGE RESOURCES
TEMPORARY CAMP SITE
LOT 201 BRAND HIGHWAY GINGIN WA
GENERAL ARRANGEMENT
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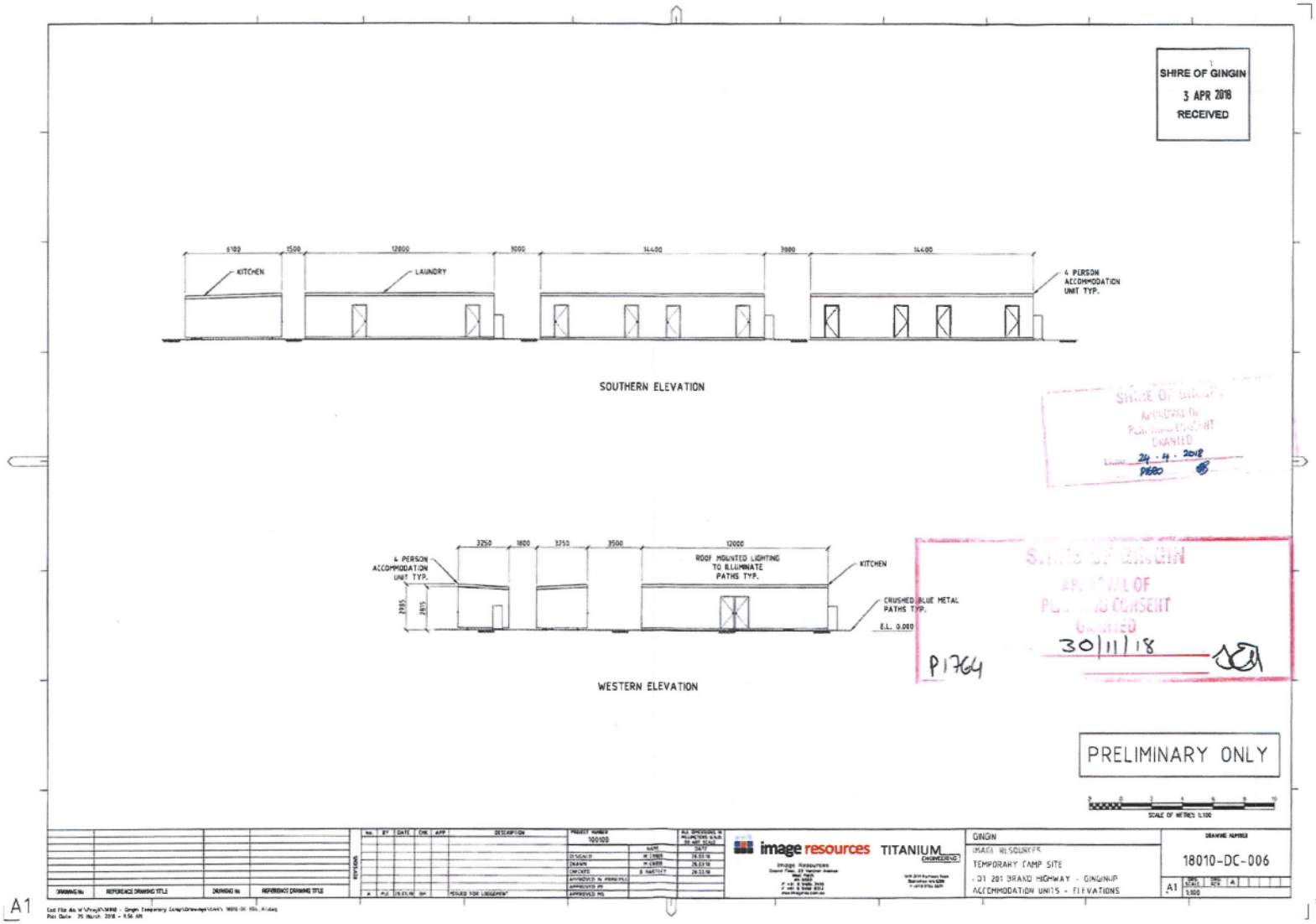
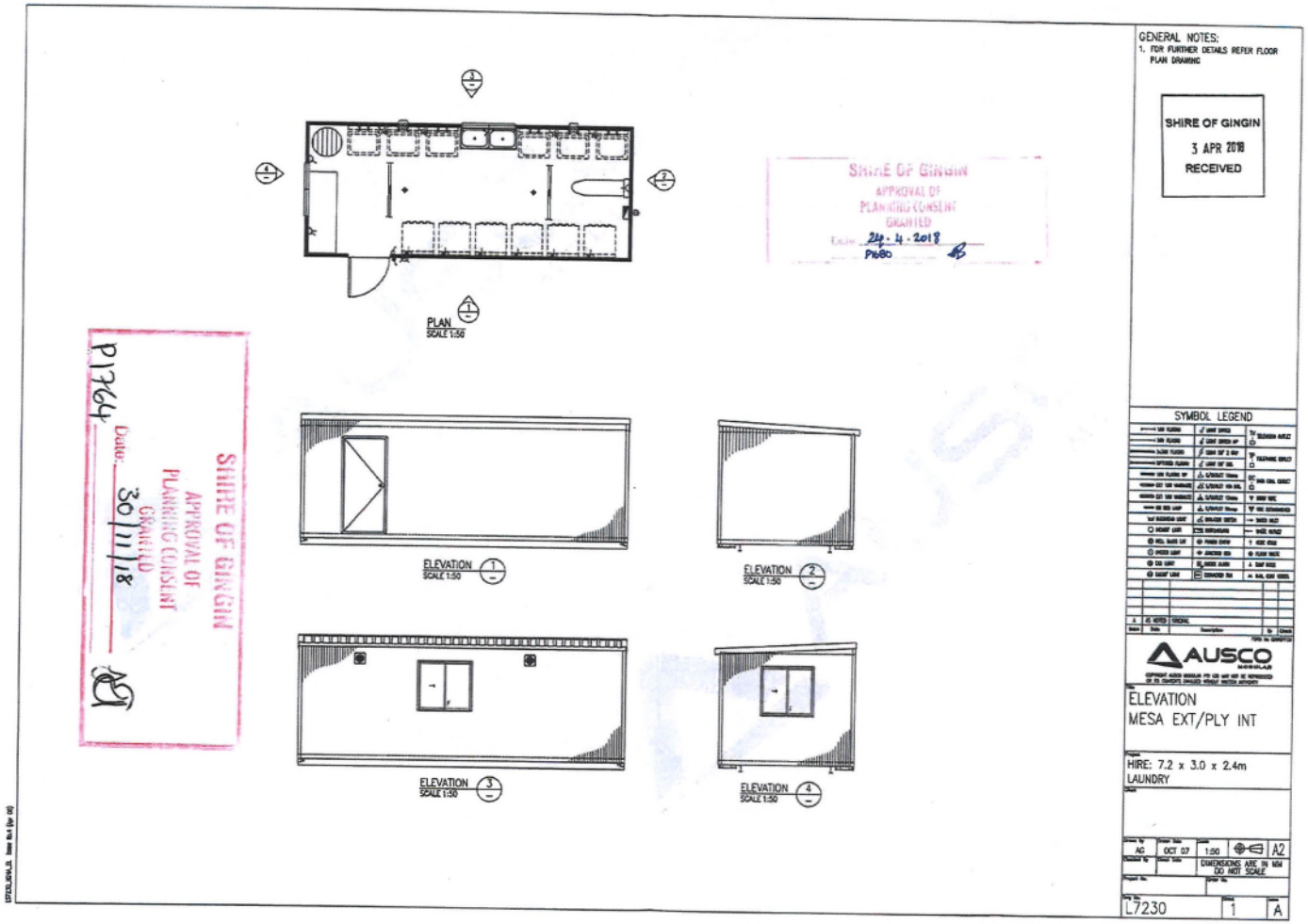
A1


SHIRE OF GINGIN
3 APR 2018
RECEIVED
KITCHEN
LAUNDRY
4 PERSON ACCOMMODATION UNIT TYP.
SOUTHERN ELEVATION
SHIRE OF GINGIN
APPROVAL TO COMMENCE DEVELOPMENT
GRANTED
24 - 4 - 2018
P1680
4 PERSON ACCOMMODATION UNIT TYP.
ROOF MOUNTED LIGHTING TO ILLUMINATE PATHS TYP.
KITCHEN
CRUSHED BLUE METAL PATHS TYP.
E.L. 0.000
WESTERN ELEVATION
SHIRE OF GINGIN
APPROVAL OF PLANNING CONSENT
GRANTED
30/11/18
P1764
PRELIMINARY ONLY
SCALE OF METRES 1:100
image resources
TITANIUM ENGINEERING
GINGIN
TEMPORARY CAMP SITE
- 201 BRAND HIGHWAY - GINGIN
ACCOMMODATION UNITS - ELEVATIONS
18010-DC-006
A1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1. FOR FURTHER DETAILS REFER FLOOR PLAN DRAWING
SHIRE OF GINGIN
3 APR 2018
RECEIVED
SHIRE OF GINGIN
APPROVAL OF PLANNING CONSENT GRANTED
Date: 24 · 4 · 2018
P1764
SHIRE OF GINGIN
APPROVAL OF PLANNING CONSENT
GRANTED
Date: 30/11/18
PLAN
SCALE 1:50
ELEVATION 1
SCALE 1:50
ELEVATION 2
SCALE 1:50
ELEVATION 3
SCALE 1:50
ELEVATION 4
SCALE 1:50
SYMBOL LEGEND
AUSCO
ELEVATION
MESA EXT/PLY INT
HIRE: 7.2 x 3.0 x 2.4m
LAUNDRY
AG
OCT 07
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A2
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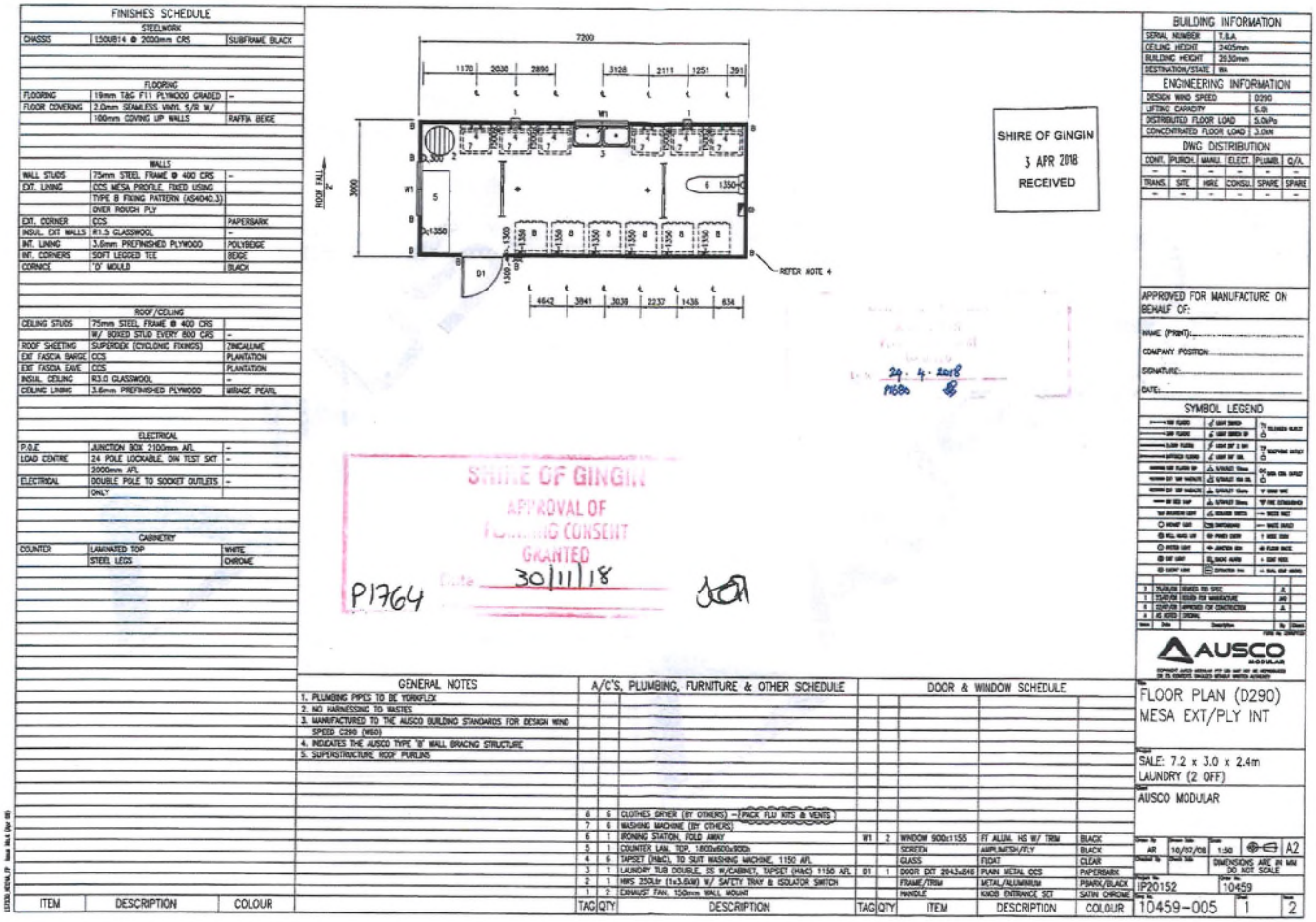
DO NOT SCALE
L7230
1
A


FINISHES SCHEDULE
STEELWORK
CHASSIS 150UB14 @ 2000mm CRS SUBFRAME BLACK
FLOORING
FLOORING 19mm T&G F11 PLYWOOD CRADLED -
FLOOR COVERING 2.0mm SEAMLESS VINYL S/R W/ 100mm COVING UP WALLS RAFFIA BEIGE
WALLS
WALL STUDS 75mm STEEL FRAME @ 400 CRS -
EXT. LINING CCS MESA PROFILE, FIXED USING TYPE B FIXING PATTERN (AS4040.3) OVER ROUGH PLY
EXT. CORNER CCS PAPERBARK
INSUL. EXT WALLS R1.5 GLASSWOOL -
INT. LINING 3.6mm PREFINISHED PLYWOOD POLYEDGE
INT. CORNERS SOFT LEGGED TEE BEIGE
CORNICE 'D' MOULD BLACK
ROOF/CEILING
CEILING STUDS 75mm STEEL FRAME @ 400 CRS
W/ BOXED STUD EVERY 800 CRS -
ROOF SHEETING SUPERDEK (CYCLONIC FIXINGS) ZINCALUME
EXT FASCIA BARGE CCS PLANTATION
EXT FASCIA EAVE CCS PLANTATION
INSUL CEILING R3.0 GLASSWOOL -
CEILING LINING 3.6mm PREFINISHED PLYWOOD MIRAGE PEARL
ELECTRICAL
P.O.E JUNCTION BOX 2100mm AFL -
LOAD CENTRE 24 POLE LOCKABLE, DIN TEST SKT 2000mm AFL -
ELECTRICAL DOUBLE POLE TO SOCKET OUTLETS ONLY -
CABINETRY
COUNTER LAMINATED TOP WHITE
STEEL LEGS CHROME
ITEM DESCRIPTION COLOUR
7200
1170 2030 2890 3128 2111 1251 391
3000
ROOF FALL
REFER NOTE 4
4642 3841 3039 2237 1436 634
SHIRE OF GINGIN
3 APR 2018
RECEIVED
24 . 4 . 2018
P1680
SHIRE OF GINGIN
APPROVAL OF
GRANTED
Date 30/11/18
P1764
BUILDING INFORMATION
SERIAL NUMBER T.B.A
CEILING HEIGHT 2405mm
BUILDING HEIGHT 2930mm
DESTINATION/STATE WA
ENGINEERING INFORMATION
DESIGN WIND SPEED D290
LIFTING CAPACITY 5.0t
DISTRIBUTED FLOOR LOAD 5.0kPa
CONCENTRATED FLOOR LOAD 3.0kN
DWG DISTRIBUTION
CONT. PURCH. MANU ELECT. PLUMB. Q/A
TRANS. SITE HIRE CONSU. SPARE SPARE
APPROVED FOR MANUFACTURE ON BEHALF OF:
NAME (PRINT):
COMPANY POSITION:
SIGNATURE:
DATE:
SYMBOL LEGEND
AUSCO MODULAR
FLOOR PLAN (D290)
MESA EXT/PLY INT
SALE: 7.2 x 3.0 x 2.4m LAUNDRY (2 OFF)
AUSCO MODULAR
AR 16/07/08 1:50 A2
DIMENSIONS ARE IN MM DO NOT SCALE
IP20152 10459
10459-005 1 2
GENERAL NOTES
1. PLUMBING PIPES TO BE YORKFLEX
2. NO HARNESSING TO WASTES
3. MANUFACTURED TO THE AUSCO BUILDING STANDARDS FOR DESIGN WIND SPEED C290 (N60)
4. INDICATES THE AUSCO TYPE 'A' WALL BRACING STRUCTURE
5. SUPERSTRUCTURE ROOF PURLINS
A/C'S, PLUMBING, FURNITURE & OTHER SCHEDULE
TAG QTY DESCRIPTION
8 6 CLOTHES DRYER (BY OTHERS) - (PACK FLU KITS & VENTS)
7 6 WASHING MACHINE (BY OTHERS)
6 1 IRONING STATION, FOLD AWAY
5 1 COUNTER LAM. TOP, 1800x600x900h
4 6 TAPSET (H&C), TO SUIT WASHING MACHINE, 1150 AFL
3 1 LAUNDRY TUB DOUBLE, SS W/CABINET, TAPSET (H&C) 1150 AFL
2 1 HWS 250Ltr (1x3.6kW) W/ SAFETY TRAY & ISOLATOR SWITCH
1 2 EXHAUST FAN, 150mm WALL MOUNT
DOOR & WINDOW SCHEDULE
TAG QTY ITEM DESCRIPTION COLOUR
W1 2 WINDOW 900x1155 FF ALUM. HS W/ TRM BLACK
SCREEN AMPLIMESH/FLY BLACK
GLASS FLOAT CLEAR
D1 1 DOOR EXT 2043x848 PLAIN METAL CCS PAPERBARK
FRAME/TRIM METAL/ALUMINIUM PBARK/BLACK
HANDLE KNOB ENTRANCE SET SATIN CHROME

APPENDIX 3

SCHEDULE OF SUBMISSIONS

PROPOSED SCHEME AMENDMENT NO. 21 - LOT 201 BRAND HIGHWAY, GINGINUP

No	Submitter	Submission Detail	Officer Response	Applicant Response
1.	Department of Water and Environmental Regulation - Swan Region (DWER)	The submitter makes no comment. "*The Department of Water and Environmental Regulation has assessed proposed Scheme Amendment (No. 21) to Local Planning Scheme No. 9 as a proposal of no interest and as such has no comments to provide.*"	Noted.	Noted.
2.	Main Roads WA	*The submitter makes the following comments:* *"Thank you for your recent correspondence regarding the proposed Amendment to Local Planning Scheme No.9 for additional use being Workers Accommodation to Lot 201 Brand Highway, Ginginup.* *Main Roads has reviewed the proposed amendment and based on the information provided, is unable to provide a recommendation at this time. Additionally, Main Roads has no record of referral for any approved developments at Lot 201 and therefore has limited information as to the land use, trips generated and required heavy vehicle access.* *As per the Main Roads Driveway Policy section 2.6 - Traffic Impact and Management Reports, for low impact developments, Main Roads require additional information to assess the impact and road safety of a development. Further information as to the detail required can be found on the Main Roads Website in the Driveway Policy, Revision 5, dated 22 October 2019 (Building Roads > Standards and Technical > Road and Traffic Engineering > Guide to Road Design > Driveways).* *Furthermore, Main Roads approach when reviewing development proposals considers the safety and efficiency of the state road network. This*	1. Noted. The officer acknowledges that no recommendation is provided by MRWA. 2. The MRWA reference to driveway policy was investigated by the officer, however the policy has been removed from the website pending review. 3. The officer notes the preference to have a consolidated access point for	Mains Roads comments are more applicable to a DA and not a scheme amendment. The proposed and existing land use is not classed as having significant impact and therefore no TIA is required. If anything a brief traffic impact statement can be made at development stage, or as a condition of development approval. It is not perceived that this should hold up the scheme amendment which introduces an additional land use which is low impact. Furthermore, the 100m road corridor does not give any indication of timing and does not provide specific detail as to how this relates to the subject site. It is noted that

		includes reviewing the potential to consolidate access onto the state road network. The lot should only have one access driveway, and so the applicant shall need to justify the reason for having two driveways included in the assessment of the traffic report. *The Traffic information should include data relative to all developments/land use approved for Lot 201.* *The future Brand Hwy road corridor requires an approx. width of 100m. It is unknown at this point which side of the Brand the Road Corridor shall need to be widened. There is existing services on the east side including overhead power and communication lines, which may influence the future road corridor width widened to the west, the likely outcome. The elements that influence the future corridor width of approx. 100m includes road widening /upgrades, vegetation, noise screening, road, drainage, services etc. The neighbouring Shire of Chittering has a policy that identifies specific setbacks from the lot boundary of an adjacent Highways in rural areas which is 100m. Main Roads welcome further discussions with the Shire on this matter.* *Once the above information is received, Main Roads will be in a position to provide a recommendation on this matter."*	the property. This can be considered at development application stage. 4. Dismissed. This comment has no relevance to the proposed scheme amendment. 5. Noted. The comments provided by MRWA do not actually request any further information.	the subject property has a depth of only 178m. A 100m setback would have a significant impact to this property.
3.	Health Department of Western Australia PO Box 8172 Perth Business Centre PERTH WA 6849	The submitter makes the following comments:		

4.	Ratepayer --	The submitter makes the following comment: *"For over 35 years we have established and built up an accommodation business within the Gingin Shire. We have invested heavily in providing good quality accommodation for companies seeking a variety of rooms for their staff, as well as passing tourists. We have established a small but loyal group of companies who have stayed with us for many years. Two of those companies being Image Resources and Piacentini. Other incidental contractors connected with the mine have also been enticed away from our Motel to the "temporary" camp.* *When these companies approached us 2 years ago to establish a temporary mining camp on our property, regretfully we had to turn the offer down as we already we were at 80% capacity with, of all people, Piacentini and Image Resources amongst others, and as the camp was expected to be only 6-9 months we gratefully accepted that someone else in the community would benefit.* *Full forward 18 months and the "temporary" camp has been extended twice with a proposal for a further extension. Adding to this – the camp owner has enticed patrons of our good quality Motel away with cheaper accommodation rates at this basic camp.* *We understand fully that the shire of Gingin is not responsible for maintaining our business, however, if we knew that the "temporary" camp was NOT so "temporary" then we and I guess, other business within the town may have tendered successfully for the accommodation business.* *We feel that we have not been fully informed of the camp proposal from the onset, and that if the mine*	Noted. No comment required. Noted. No comment required. 6. Noted. There is no restriction on an applicant to apply for extensions, nor the amount of extensions that can be applied for. The applicant is pursuing the appropriate approvals through the appropriate process to enable the development to be considered on a permanent basis. 7. Noted. The relevant development approval extensions have been advertised with all information available to the public for viewing.	Comment noted. Not a Planning argument.

		site requires good accommodation within the Gingin shire, the temporary camp should be disbanded and the established business owners of the town given the opportunity they rightly deserve to tender the process. *We are local rate payers who intend to stay within this community for many years to come. We feel the Shire is being single-minded not showing support for the community as a whole.* ***We therefore vigorously oppose the proposal, on the grounds that;*** ***Planning amendment no 21.*** ***2.2 Existing and Surrounding Land Uses*** • *The site contains .....Holiday Accommodation?* *Is this Holiday Accommodation approved within the shire? The land is rural and should not have any Holiday Accommodation. Is this Holiday Accommodation approved within the shire? The land is rural and should not have any Holiday Accommodation.* • *Approval for the temporary camp EXPIED on August 24, 2019* *Approval for the temporary camp expired on 24 August 2019.but is still operating. The camp should be closed if it is not approved.* • *The worker camp caters for employees associated with the mineral sands mine.*	8. General comment - Holiday Accommodation is approved on the property. The officer notes that this comment has no relevance to the proposed amendment. 9. General comment - The temporary workers camp has a valid approval until 24 February 2021 or until such time as Amendment No. 21 is determined.	2.2 1) The site has had previous development approval to provide Holiday House Accommodation. Holiday Accommodation is not the subject of the scheme amendment proposal but was stated as background context. 2) Council considered extension of temporary use at its meeting of the 20th August 2019 at which time approval was granted until 24th February 2021 or until such time as Amendment 21 is determined. 3) The definition as proposed by the scheme amendment states: *A premise which may include modular or relocatable buildings, used primarily for the accommodation for workers engaged in construction, resource, agricultural or other industries on a temporary basis; and for any associated catering sporting and recreation facilities for the occupants and authorised visitors.* Notwithstanding the above, the statement about the camp currently accommodating contract workers is anecdotal and

		The camp is currently accommodating "contract" workers and not entirely mine workers. Several contract staff such as Powerlines Plus, who have always been our customers have moved their patronage to the "temporary camp". *Who is responsible for inspecting the ledgers account on the numbers of mine staff or outside contractors staying at the temporary camp.* *What is the shire's proposal for the workers camp at the conclusion of the mining operation?* ***3.1 Shire of Gingin Local Planning Scheme No 9*** • *Ensure agricultural and urban land uses co-locate with minimal conflict.* *The operation is in **Direct Conflict** with a similar business namely Gingin Roadhouse and Tourist Park 3km's south of the proposed Workers Accommodation.* *We have reported that the temporary camp is in direct conflict with our business and that is having a devastating financial on our business.* • *Facilitate increased demand and diversification of local service industries.* *The temporary camp has in fact caused a **decreased demand** for local service industries by being in direct competition with other accommodation and service businesses within the Gingin Township. There are currently around 25 vacant houses within the Gingin Township and there are 9 other approved*	10. Noted. The existing development is intended to cater for workers related directly with the Image mine site. This intent has been reinforced as an additional condition as outlined in the officers recommendation. 11. The operator is responsible for adhering to conditions of development approval and the Shire of Gingin is responsible for administering conditions of development approval. 12. The in-principle position is that the site will be decommissioned at the cessation of the mining operation. This has been reinforced as an additional condition as outlined in the officers recommendation. 13. Dismissed – For the local government to make a decision based around competition with existing similar establishments would constitute a 'misuse of market power' and the local government cannot make a decision based on additional market competition. The recommended decision is based upon the applicable planning framework and the ability of the proposal to demonstrate compliance against that framework. Notwithstanding the above, the mining operator is able to locate the workers camp on the property in which the mining is undertaken which would not require development approval. This would	technically in relation to the current development for the 'use not listed' and not the advertised scheme amendment. 3.1 4) The stated aim (k) of the Shire of Gingin Local Planning Scheme is in relation to minimisation of land use conflict. Business conflict is not a planning matter. 5) It is stated that the proposal does comply with aim (n) as it does provide a diversification in options available for the Shire to attract a larger workforce needed to facilitate the mining and resource industry.

		accommodation providers within the shire of Gingin. • *Promote Gingin Shire as an opportune location for regional development of industry, infrastructure and other specialised regional facilities.*	essentially be serviced in the same manner as the workers camp currently is.	
		The temporary camp is NOT promoting the Gingin Shire and particularly the Gingin Township as clients are not utilising any facilities from the township. These include the local food suppliers, accommodation suppliers, local Hotel and sporting facilities such as the swimming pool. • *No complaints have been received in relation to the land use …*	14. Noted. Proposed development is not obliged to source from local suppliers. This development would be appropriately classified as a 'specialised regional facility'.	6) Anecdotal.
		*This is **UNTRUE.** We have written to the Gingin Shire on two separate occasions expressing our opposition to the extensions given to the temporary camp. The first occasion our complaint was not even acknowledged. On the second occasion we were informed the camp had all the necessary licenses and permits to operate and incredulously the fact that our business was suffering was not a concern of the shire!!!* • *Accommodation needs to be provided so that no employee drives an unsafe distance home at the end of the work shift.*	15. Noted. While the Shire is sympathetic that the submitters business is suffering, reference to point 13 above is emphasised. Business competition is not a planning consideration. 16. The Shire has addressed all comments received in relation to the development.	7) Shire to respond
		Our Gingin Roadhouse and Tourist Park is 3KM's south of temporary camp. This is not an unsafe extra distance to travel and it has been the case for over 30 years whilst our business has been in operation. There has been no	General Comment – This point relates to general information provided by the applicant and is not a provisions of the planning framework.	8) Noted

		reported accidents of work staff travelling home to our business in all the years we have operated. • *Ultimately assists the shire in promoting regional development and value adds to the town by bringing additional people in the town.*	Refer to point 13 and 15 above.	
		The business model as it stands prevents people from value adding to the town. The temporary camp is fully supplied and the local business services are not accessed. The camp clients are not accessing the town facilities and are in fact isolated from such.	Refer to point 14 above.	9) Anecdotal
		4.1 Proposed Development • *Development on site for a more permanent arrangement rather than a temporary basis, subject to council applying discretion in approving the development following finalisation of the amendment.*		
		This comment appears to give the reader the idea that the shire has already given tacit approval for this temporary camp development to move into another phase of development – that being, a permanent workers camp. • *A) Visual amenity. Positioned not to be viewed from Brand Hwy.*	17. Noted. The appropriate approvals process is being undertaken and each development application is being assessed in accordance with the relevant planning framework.	4.1 10) The scheme amendment proposes the introduction of 'workforce accommodation' as an additional use at Lot 201 Brand Highway. It is listed as a 'D' use meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval. Development Approval for the use will be sought following finalisation of the scheme amendment.
		Photographs supplied are not a true indication of the view from Brand Hwy. The site is void of any aesthetically pleasing views. It is a labyrinth of transportable buildings and water tanks. We have spent thousands of dollars beautifying our accommodation area in order to make it a	18. Noted. Appropriate screening measure may be applied at development approval stage, however it is noted that the property stores transportable buildings, for which the existing development is consistent with.	11) The current temporary camp on site is set back appropriately from Brand Highway. The existing land uses that

		welcoming entrance to the Gingin Town site. This is value adding to the town, as opposed to the arid conditions of the temporary camp, clearly visible from Brand Hwy. *The temporary camp is not a necessary accommodation option within Gingin, as there are other business available.* *Other businesses in Gingin can accommodate the mining staff without the need for a workforce accommodation.* *The workers camp is having a detriment affect and an emotional health affect on us, the owners of a long established and loyal business of the Gingin Community."*	Refer to point 14 above.	occur on the site are not the subject of this proposal.
5.	Ratepayer --	The submitter makes the following comment: *"If a permanent septic system with leach drains is to be installed it must be on the North side of the development away from the eroded 'gully' area. Residents must understand that this development is an agricultural area and is subject to day to day farming practises i.e. agricultural vehicles, animal movements etc."* .	19. Noted. The long-term arrangement with respect to effluent disposal will be assessed in accordance with the relevant health legislation, should the amendment and subsequently development approval be endorsed.	Noted.
6.	--	The submitter makes the following comment: "In response to the statement - "state how your interests are affected as a private citizen; on behalf of a company - or owner/occupier of property" 1. 1961 with a growing family; an opportunity for my husband to upgrade his qualifications in communication and recommendation of friends in Gingin we made the transition with great satisfaction. 2. Having lived in remote and isolated areas with few facilities - the attraction of living in a vibrant	Noted. No comment required. Noted. No comment required.	1. Noted 2. Noted

		community - with grocer, butcher, baker, hardware shop, post office, school, visiting doctor, police, ambulance, community organisation and churches - the opportunity to become part of a community living in unique part of W.A was a motivating factor.		
		3. With the loss of a well-respected Dr - & employment of 'DIDO'S' (drive In drive out) the future of Gingin is not assured (unlike Bindoon and Moora). Other contributing factors include the granting of 'temporary accommodation' to mining companies has a devastating effect on local shops, road houses, hotel, private accommodations, money earned in the district is not being spent locally. Questions must be asked and answered - 1. Temporary accommodation (quote "- expected to operate for 6-9 months" has been extended twice/offers cheaper accommodation??"	Noted. No comment required.	
		NB This temporary accommodation expired 24 August 2019. Explanation please. Gingin Shire Council Responsibilities. The Gingin Shire is composed of persons elected by the rate payers of the Shire and should fulfil their obligations in providing the best possible for Gingin and its ratepayers. (1) Support local businesses - grocer, butcher, hardware, chemist, café. (2) Support local accommodation - private, hotel and caravan parks. (3) Service stations. (Fuel/food). Trusting the best possible result for Gingin will result and I will receive acknowledgements re my concerns."	Refer to point 9 above. General comment. No response required.	3. Council considered extension of temporary use at its meeting of the 20th August 2019 at which time approval was granted until 24th February 2021 or until such time as Amendment 21 is determined. 4. Noted. Council is following due process as per the *Planning and Development (Local Planning Schemes) Regulations 2015* in amending their local planning scheme.

11.3.6 APPLICATION FOR AMENDED DEVELOPMENT APPROVAL - PROPOSED ADDITIONAL USE (CHILD CARE PREMISE) ON LOT 11 (NO. 117) GINGIN ROAD, LANCELIN

File:	BLD/6593
Applicant:	Megan Baggott
Location:	Lot 11 (No. 117) Gingin Road, Lancelin
Owner:	Lancelin Community Resource Centre Inc.
Zoning:	Town Centre
WAPC No:	N/A
Author:	James Bayliss – Acting Manager Statutory Planning
Reporting Officer:	Bob Kelly –Executive Manager Regulatory and Development Services
Report Date:	17 December 2019
Refer:	19 November 2019 Item 11.3.2
Appendices	1. Location Plan and Applicant's Amended Proposal

DISCLOSURES OF INTEREST

Councillor Peczka declared a proximity interest in this item due to the fact he has a neighbouring not for profit business and left the Chambers at 4.05pm.

PURPOSE

To consider an Application for Amended Development Approval for a proposed additional use (child care premise) to operate from the existing building on Lot 11 (No. 117) Gingin Road, Lancelin.

BACKGROUND

At its meeting on 19 November 2019, Council resolved to grant development approval for an additional use (child care premise) on Lot 11 (No. 117) Gingin Road, Lancelin subject to the following conditions:

"1. The land use and development shall be in accordance with the approved plans (including any amendments marked in RED) unless otherwise conditioned by this approval;

2. This Approval is for a 'Child Care Premise' only as indicated on the approved plans;

3. There are to be no more than eight children being cared for on site at any given time; and

4. The operating hours of the Child Care Premise are limited to between 3:00pm and 6:00pm Monday to Friday, and 9:00am to 2:30pm Friday."

Subsequent to the above determination, the applicant now seeks to amend the operating hours during school holiday periods. The requested amendment would therefore result in the following opening hours:

Previously approved: Monday – Friday: 3:00pm – 6:00pm
Friday: 9:00am – 2:30pm

Amended opening hours: Monday – Thursday: 9:00am – 6:00pm

The applicant has advised that the amended opening times will only occur during school holiday periods.

On 25 March 2015 the Shire issued development approval for a community purposes facility (Lancelin Community Resource Centre) to operate from the subject site. The applicant intends for this to remain as is, with the proposed child care premise to coexist within the same building. The subject lot is 438.6m^2 in area and centrally located within the overall 'Lancelin Plaza'.

Outside of school holiday periods, the child care premise is proposed to operate Monday – Thursday from 3pm - 6pm and on Friday between 9.00am - 2.30pm and 3pm – 6pm. The premise will cater for up to 7 school aged children Monday to Thursday, up to 4 pre-school aged children on Friday morning/afternoon and up to 7 school aged children on Friday afternoon. The facility will have one dedicated staff member onsite at any one time.

The development seeks to utilise the communal parking bays located in the Gingin Road reserve which services the Lancelin Plaza in lieu of providing car parking within the confines of the subject property. As such, Council consideration is required.

A location plan and a copy of the applicant's proposal are attached as **Appendix 1**.

COMMENT

Community Consultation

The amended application was not advertised to surrounding landowners. Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Deemed Provisions) provides for minor variations to the Scheme to be waived from the advertising process as outlined below:

"2) The local government may waive a requirement for an application to be advertised in the circumstances set out in subclause (1)(c) if the local government is satisfied that the departure from the requirements of this Scheme is of a minor nature."

The officer is of the view that the proposed amendment is minor in nature. In addition, it is noted that no objections were received during the original consultation period, only a general comment from a like business.

PLANNING FRAMEWORK

Local Planning Scheme No. 9 (LPS 9)

The subject lot is zoned Town Centre under LPS 9. The objectives of the Town Centre zone are to:

a) *Promote, facilitate and strengthen the town centre zone as the principal focus of the district in terms of shopping, professional, administrative, cultural, entertainment and other business activities;*

b) *Accommodate a diversity of commercial, cultural and residential facilities;*

c) *Encourage the integration of existing and proposed facilities within the zone so as to promote ease of pedestrian movement and the sharing of infrastructure, as well as to retain the opportunity for any future expansion of the area;*

d) *Provide for the efficient and safe movement and parking of vehicles; and*

e) *Ensure that buildings, ancillary structures and advertising are of high quality and contribute to the uniqueness of the townscape.*

The use class 'Child Care Premise' is defined under LPS 9 as:

"Has the same meaning as in the Community Services (Child Care) Regulations 1988"

It should be noted that the *Community Services (Child Care) Regulations 1988* define a child care premise as:

"Premises specified in a licence or permit as premises in which a child care service may be provided"

The use class 'Child Care Premise' is a 'D - discretionary' use in the Town Centre zone. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

Zone Specific Development Standards

Clause 4.8 of LPS 9 relates to zone specific development standards, with clause 4.8.2 relating to the 'town centre' zone. The applicable clauses are provided below, however given the development seeks to utilise a portion of an existing building, many provisions are not applicable.

"4.8.2.1 Development within the Town Centre zone shall have regard for the particular character, townscape and sense of place of the local area.

4.8.2.2 Where development or re-development of properties in the Town Centre zone is envisaged, the incorporation of residential uses up to a density of R40 will be considered, to create greater diversity of use, increased security and to stimulate additional life and vitality within the centre of the town. Any such residential development shall comply with the design elements for multiple dwellings in the Residential Design Codes.

4.8.2.3 Where a mixed use development is proposed, the residential use shall be confined to an upper storey.

4.8.2.4 Building Materials - Each façade or wall of a building facing any street or public place shall be constructed of brick, stone, concrete or glass or combinations of two or more of these materials or similar material as approved by local government to the wall height of the building or to a minimum height of 3 metres.

4.8.2.5 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.

4.8.2.6 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."

Car Parking

Clause 4.7.2.1 provides for provisions for parking, access for loading and unloading of vehicles with an extract of the applicable points for town centre zoned land outlined below:

"(a) 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.

(b) 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.

(c) 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.

(d) External servicing areas shall be established and maintained to the satisfaction of the local government."

The officer is of the view that none of the above provisions are applicable in this instance.

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	
Column 1 – Use/Development	**Column 2 – Minimum number of car parking spaces required**
Child Care Premises	1 per staff member plus 1 per 8 children

The applicant advises that 1 staff member and up to 7 children will be present at any one time and therefore, based on the above table, the development is to provide 1 car parking bay. It should be noted that the subject lot is unable to provide 1 bay within the confines of the property boundary and therefore is unable to satisfy the parking provisions.

LPS 9 does contain provisions for 'cash payment in lieu' of providing parking bays. The following clauses apply:

"4.7.2.7 Where car parking spaces are required to be provided pursuant to this Scheme, the local government may accept a cash payment in lieu of the provision of some or all of those car parking spaces, if:

(i) the payment is not less than the amount the local government estimates to be the cost to the owner of providing and constructing those spaces together with the amount the local government estimates to be the value of the land which would have been occupied by those spaces; and

(ii) Payment is made prior to commencement of the development in respect of which those spaces are required to be provided or in accordance with the terms of an agreement made between the local government and the applicant for development approval for that development.

4.7.2.8 Any amount paid to the local government under subclause (1), shall be held by the local government, in a separate reserve account or trust account and shall be applied by the local government:

(i) *in providing car parking spaces or car parking facilities capable of serving the needs of the development in respect of which the payment was made and in the locality of that development; or*

(ii) *to the acquisition of land and the construction of buildings for the purpose referred to in paragraph a) of this subclause."*

The officer notes that the 'Lancelin Plaza' is serviced by communal parking bays between Gingin Road and the shop frontages. The officer is of the view that given the scale of the development generates only 1 bay, the existing parking facilities are able to accommodate the increased demand.

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

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

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

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

Officer Comment:

As outlined within the preceding assessment, the proposal is consistent with the provisions of LPS 9 and the parking variation is considered to be minor in nature and unlikely to result in parking conflicts within the town centre.

Conclusion

In summary, the proposed amendment is minor in nature and does not materially affect the proposed development. As such, conditional support is recommended subject to a modified condition.

STATUTORY ENVIRONMENT

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

Local Planning Scheme No. 9

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Infrastructure and Development*
Objective	*3. To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner*
Outcome	*3.1 Development* *New and existing developments meet the Shire's Strategic Objectives and Outcomes*
Key Service Areas	*Building And Planning Permits*
Priorities	*N/A*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Rule SECONDED: Councillor Vis

That Council grant Development Approval for a proposed additional use (child care premise) on Lot 11 (No. 117) Gingin Road, Lancelin subject to the following conditions:

1. **The land use and development shall be in accordance with the approved plans (including any amendments marked in RED) unless otherwise conditioned by this approval;**

2. **This Approval is for a 'Child Care Premise' only as indicated on the approved plans;**

3. **There are to be no more than eight children being cared for on site at any given time; and**

4. **The operating hours of the Child Care Premise are as follows:**

   General operating hours: Monday – Friday: 3:00pm – 6:00pm
   Friday: 9:00am – 2:30pm

   School holiday operating hours: Monday – Thursday: 9:00am – 6:00pm

<u>Advice Notes</u>

Note 1: If you are aggrieved with 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: 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/owner to obtain any other necessary approvals, consent and/or licences required under any other law, and to commence and carry out development in accordance with all relevant laws;

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

Note 5: Please be advised that the owner/operator has a responsibility to ensure noise levels are compliant with the *Environmental Protection (Noise) Regulations 1997*;

Note 6: This approval does not authorise the display of advertising signage for the approved land use;

Note 7: Please note that non-compliance with the conditions of a development approval constitutes an offence under the *Planning and Development Act 2005,* to which penalties do apply; and

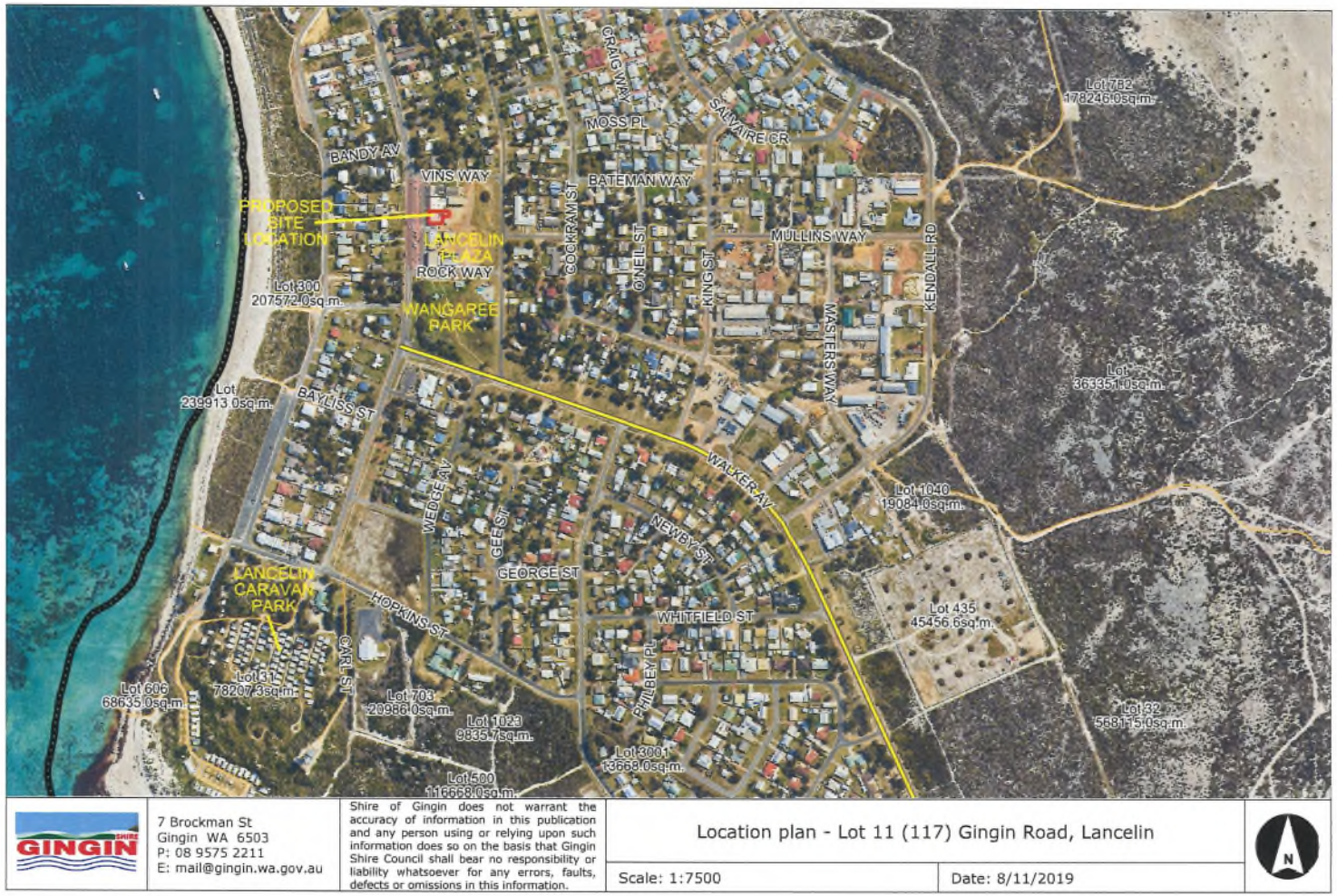
Note 8: Where the use is found to be causing a nuisance then Council may revoke the approval granted. Following revocation, no person shall continue to operate the land use unless approval to do so is subsequently granted by the Council.

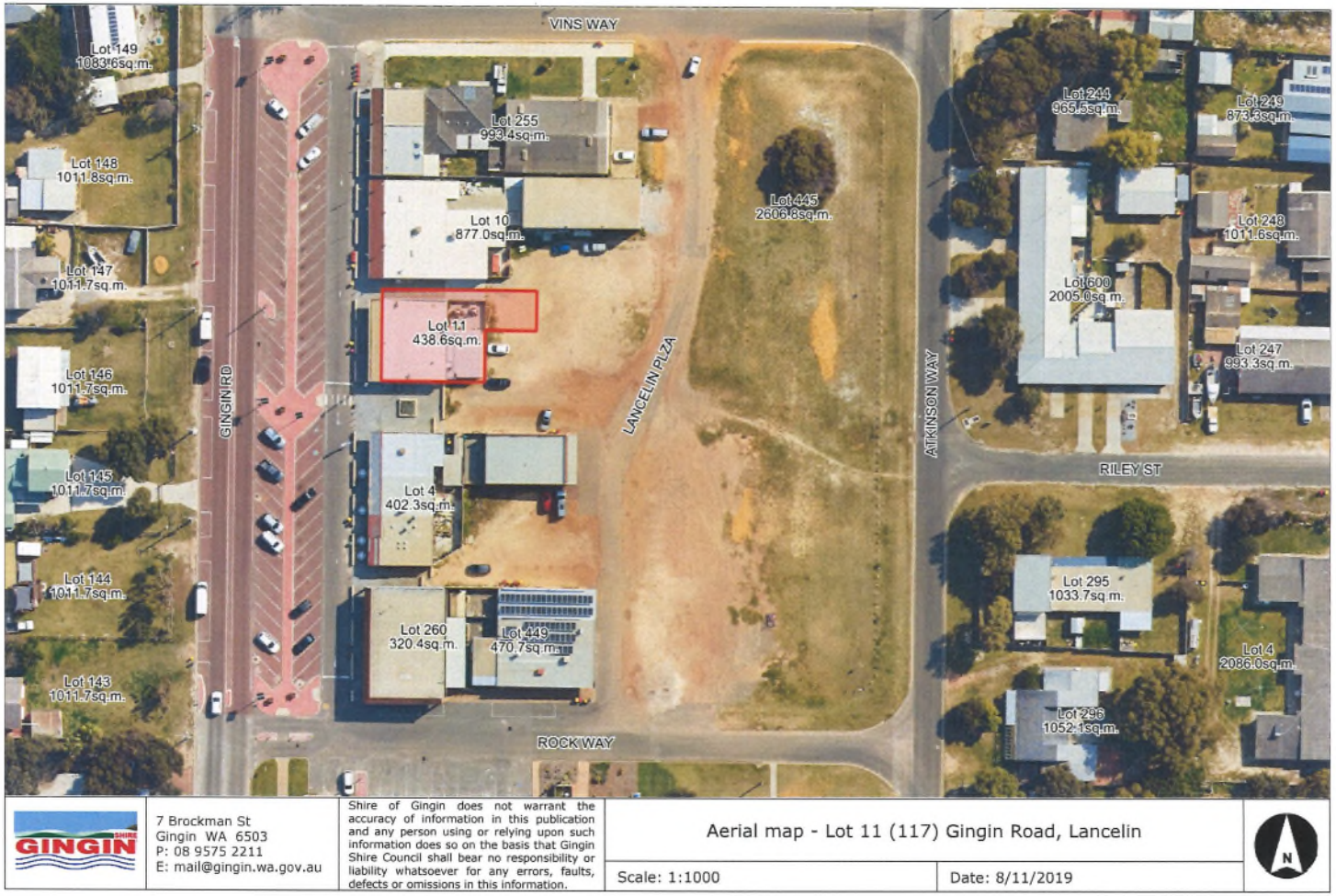
CARRIED UNANIMOUSLY

Councillor Peczka returned to the Chambers at 4.09pm.

Councillor Fewster read aloud Council's decision in relation to Item 11.3.6.

APPENDIX 1


PROPOSED SITE LOCATION
LANCELIN PLAZA
ROCK WAY
WANGAREE PARK
VINS WAY
BANDY AV
CRAIG WAY
MOSS PL
SALVAIRE CR
BATEMAN WAY
COCKRAM ST
O'NEIL ST
KING ST
MULLINS WAY
KENDALL RD
MASTERS WAY
Lot 782
178246.0sq.m.
Lot 300
207572.0sq.m.
Lot
239913.0sq.m.
BAYLISS ST
Lot
363351.0sq.m.
WALKER AV
WEDGE AV
GEE ST
GEORGE ST
NEWBY ST
Lot 1040
19084.0sq.m.
LANCELIN CARAVAN PARK
HOPKINS ST
WHITFIELD ST
Lot 435
45456.6sq.m.
CARL ST
PHILBEY PL
Lot 606
68635.0sq.m.
Lot 31
78207.3sq.m.
Lot 703
20986.0sq.m.
Lot 1023
9835.7sq.m.
Lot 3001
13668.0sq.m.
Lot 500
116668.0sq.m.
Lot 32
568115.0sq.m.
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.
Location plan - Lot 11 (117) Gingin Road, Lancelin
Scale: 1:7500
Date: 8/11/2019
N


VINS WAY
Lot 149
1083.6sq.m.
Lot 148
1011.8sq.m.
Lot 147
1011.7sq.m.
Lot 146
1011.7sq.m.
Lot 145
1011.7sq.m.
Lot 144
1011.7sq.m.
Lot 143
1011.7sq.m.
Lot 255
993.4sq.m.
Lot 10
877.0sq.m.
Lot 1.1
438.6sq.m.
Lot 4
402.3sq.m.
Lot 260
320.4sq.m.
Lot 449
470.7sq.m.
GINGIN RD
LANCELIN PLZ
ROCK WAY
Lot 445
2606.8sq.m.
Lot 244
955.3sq.m.
Lot 243
873.3sq.m.
Lot 248
1011.6sq.m.
Lot 600
2005.0sq.m.
Lot 247
993.3sq.m.
ATKINSON WAY
RILEY ST
Lot 295
1033.7sq.m.
Lot 4
2086.0sq.m.
Lot 296
1052.1sq.m.
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.
Aerial map - Lot 11 (117) Gingin Road, Lancelin
Scale: 1:1000
Date: 8/11/2019
N

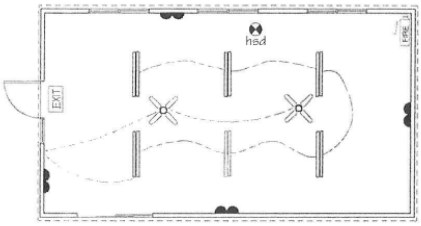
ESD AUSTRALIA
Building sustainable solutions

BCA Section J Assessment
Building Services Contractor 42
Professional Indemnity No: PII-329070

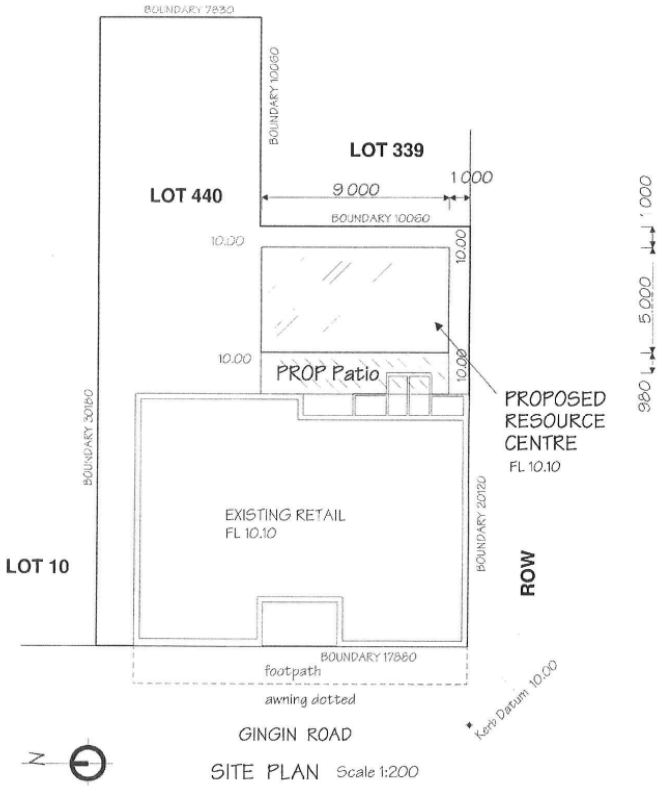
Building: Class 9b Conference Room
Address: Lot 440 Gingin Road, Lancelin
Assessor: Roderick Tomkyns **Signed:** **Job #** 15-01 **Date:** 9 February 2015

This certifies compliance with BCA 2014 Volume One Section J
The attached Energy Efficiency Declaration & Specifications have been relied upon to achieve compliance

ELECTRICAL LEGEND
1200mm diameter Ceiling Fan
hsd Hard wired smoke detector to AS 3786
Double GPO located 300mm above floor
40w Fluro
Fire Extinguisher 4.5kg co2 to AS 2444
Exit sign to AS 2293.1



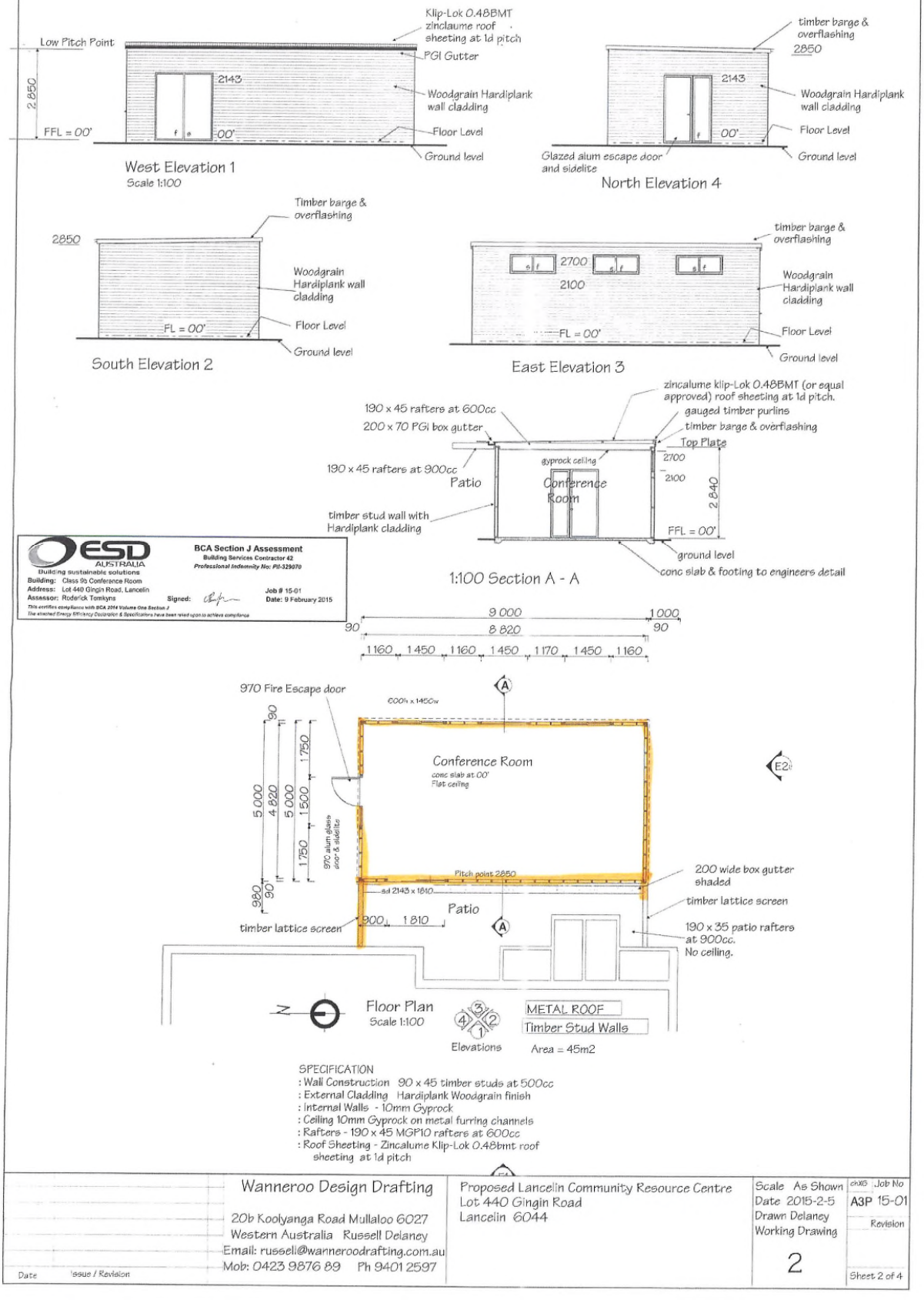
Electrical Plan



SITE PLAN Scale 1:200

Wanneroo Design Drafting 20b Koolyanga Road Mullaloo 6027 Western Australia Russell Delaney Email: russell@wannerodrafting.com.au Mob: 0423 9876 89 Ph 9401 2597	Proposed Lancelin Community Resource Centre Lot 440 Gingin Road Lancelin 6044	Scale As Shown Date 2015-2-5 Drawn Delaney Working Drawing 1	chkd Job No A3P 15-01 Revision Sheet 1 of 4

Date Issue / Revision


Klip-Lok 0.48BMT zinclaume roof sheeting at 1d pitch
Low Pitch Point
PGI Gutter
2850
2143
Woodgrain Hardiplank wall cladding
FFL = 00'
00'
Floor Level
Ground level
West Elevation 1
Scale 1:100
timber barge & overflashing
2850
2143
Woodgrain Hardiplank wall cladding
00'
Floor Level
Glazed alum escape door and sidelite
Ground level
North Elevation 4
Timber barge & overflashing
2850
Woodgrain Hardiplank wall cladding
FL = 00'
Floor Level
Ground level
South Elevation 2
timber barge & overflashing
2700
2100
Woodgrain Hardiplank wall cladding
FL = 00'
Floor Level
Ground level
East Elevation 3
zincalume klip-Lok 0.48BMT (or equal approved) roof sheeting at 1d pitch.
190 x 45 rafters at 600cc
200 x 70 PGi box gutter
gauged timber purlins
timber barge & overflashing
Top Plate
190 x 45 rafters at 900cc
Patio
gyprock ceiling
Conference Room
2700
2100
2 840
timber stud wall with Hardiplank cladding
FFL = 00'
ground level
conc slab & footing to engineers detail
1:100 Section A - A
ESD AUSTRALIA
Building sustainable solutions
BCA Section J Assessment
Building Services Contractor 42
Professional Indemnity No: PII-329070
Building: Class 9b Conference Room
Address: Lot 440 Gingin Road, Lancelin
Assessor: Roderick Tomkyns
Signed:
Job # 15-01
Date: 9 February 2015
This certifies compliance with BCA 2014 Volume One Section J
The attached Energy Efficiency Description & Specifications have been relied upon to achieve compliance
9 000
1 000
90
8 820
90
1 160
1 450
1 160
1 450
1 170
1 450
1 160
970 Fire Escape door
600h x 1450w
A
Conference Room
conc slab at 00'
Flat ceiling
E2
5 000
4 820
5 000
1 500
1 750
1 750
970 alum glass door & sidelite
90
90
980
Pitch points 2850
sd 2143 x 1810
200 wide box gutter shaded
timber lattice screen
Patio
900
1 810
timber lattice screen
190 x 35 patio rafters at 900cc.
No ceiling.
Floor Plan
Scale 1:100
Elevations
METAL ROOF
Timber Stud Walls
Area = 45m2
SPECIFICATION
: Wall Construction 90 x 45 timber studs at 500cc
: External Cladding Hardiplank Woodgrain finish
: Internal Walls - 10mm Gyprock
: Ceiling 10mm Gyprock on metal furring channels
: Rafters - 190 x 45 MGP10 rafters at 600cc
: Roof Sheeting - Zincalume Klip-Lok 0.48bmt roof sheeting at 1d pitch
Wanneroo Design Drafting
20b Koolyanga Road Mullaloo 6027
Western Australia Russell Delaney
Email: russell@wanneroodrafting.com.au
Mob: 0423 9876 89 Ph 9401 2597
Proposed Lancelin Community Resource Centre
Lot 440 Gingin Road
Lancelin 6044
Scale As Shown
Date 2015-2-5
Drawn Delaney
Working Drawing
2
chkd Job No
A3P 15-01
Revision
Sheet 2 of 4
Date
Issue / Revision

SCHOOL HOLIDAYS ONLY

Opening hours:

Monday to Thursday 9-6pm

I would like to add an amendment to my days and hours if possible for ALL the school holidays 2019/2020. This is to cater for children 0-4 and school age as the local family day care is full and also on holiday for most of the school holidays. During school terms we will operate at original hours.

1 qualified staff member required.

There is ample parking available at the front of the Resource Centre and also parking at the back of the building which can be used.

We will be using the conference room for the child care as well as the patio at the back, which is gated and locked.

11.4. OPERATIONS

11.4.1 PROPOSED ROAD CLOSURE TO VEHICLES OF BEACH ACCESS - RESERVE 32037 HOPKINS STREET, LANCELIN

Location:	Reserve 32037 Hopkins Street, Lancelin
File:	RDS/12
Author:	Sharon Smith – Coordinator Ranger Services
Reporting Officer:	Allister Butcher - Executive Manager Operations
Report Date:	17 December 2019
Refer:	Nil
Appendices:	1. Proposed position of Hopkins Street Lancelin road closure 2. South Lancelin Beach (Back Beach) Vehicle Prohibited Area

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider the proposed closure of the vehicle beach access point at Hopkins Street, Lancelin.

BACKGROUND

On 18 October 2019, the Shire received a request from the Friends of Lancelin Coast (Inc) (FLC), for the closure of the Hopkins Street beach entrance, Lancelin.

Concerns were raised at the FLC Annual General Meeting held on 13 October 2019 with respect to vehicles accessing Edward Island by entering the beach at Hopkins Street and driving south past Grace Darling Park into the Vehicle Prohibited Area.

Although there is signage erected that states ‘No Vehicles Beyond this Point’, vehicles continue to use the Hopkins Street access road causing further degradation to the fragile and eroding dune system.

COMMENT

The FLC have requested that the Hopkins Street access be blocked to prevent vehicles accessing Edwards Island via the Prohibited Vehicle Area.

It is requested that Council consider installing a physical barrier (bollards and chain) and additional signage to prevent vehicle access to the beach from Hopkins Street, whilst continuing to allow access by service vehicles.

Aerial photographs showing the position of the proposed Hopkins Street beach access closure and the South Lancelin Beach (Back Beach) Vehicle Prohibited Area are attached as **Appendices 1** and **2**, respectively.

The beach access at the end of Hopkins Street is not part of the gazetted road reserve, and therefore there is no requirement for the Shire to undertake a formal road closure process as required under section 58(1) of the *Land Administration Act 1997.* However, the access does traverse a section of Reserve 32037, which is vested in the Shire of Gingin for the purpose of "Recreation and purposes incidental thereto". As such, Reserve 32037 is considered to be local government property, and is subject to the requirements of the *Shire of Gingin Local Government Property Local Law 2004* (the Local Law).

Cl. 2.8(1)(c) of the Local Law specifies that *taking, riding or driving a vehicle on the property or a particular class of vehicle* is an activity which may be prohibited on specified local government property, by way of a determination of Council. Cl. 2.2 of the Local Law sets out the procedure that must be followed to effect such a determination.

In the event that Council is supportive of the Officer's recommendation, then local public notice must be given for a period of 21 days, advising of Council's intention to make a determination and inviting written public submissions. At the close of the public notice period, the matter must be presented again to Council, together with any public submissions received, in order for Council to make a final decision.

The local public notice must include the following Purpose and Effect with respect to the proposed Determination:

Purpose: To close that portion of Reserve 32037 which forms the Hopkins Street beach access track in Lancelin to vehicular traffic.

Effect: To prevent vehicles accessing the beach and driving south through the Vehicle Prohibited Area to reach the Lancelin South Beach (Back Beach).

STATUTORY ENVIRONMENT

Shire of Gingin Property Local Law 2004
Cl. 2.1 – Determinations as to use of local government property
Cl. 2.2 – Procedure for making a determination
Cl. 2.8 – Activities which may be prohibited on specified local government property

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Natural Environment*
Objective	*2. Develop the Shire's capacity to support the conservation of natural assets and undertake sustainable resource management.*
Outcome	*2.1 Conservation* *The Shire's ecological service and natural assets are respected and enhanced.*
Key Service Area	*Conservation & Environmental Management*
Priorities	*Nil*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION\OFFICER RECOMMENDATION

MOVED: Councillor Court SECONDED: Councillor Vis

That Council:

1. **Agree in principle to the closure of the Hopkins Road beach access track for the purposes of giving local public notice of its intent to do so.**

2. **Pursuant to Cl. 2.2 of the *Shire of Gingin Property Local Law 2004*, give local public notice of its intention to make a Determination prohibiting vehicles from that portion of Reserve 32037 which forms the Hopkins Street beach access track and, within that notice, advise of the following Purpose and Effect:**

   Purpose: To close that portion of Reserve 32037 which forms the Hopkins Street beach access track in Lancelin to vehicular traffic.

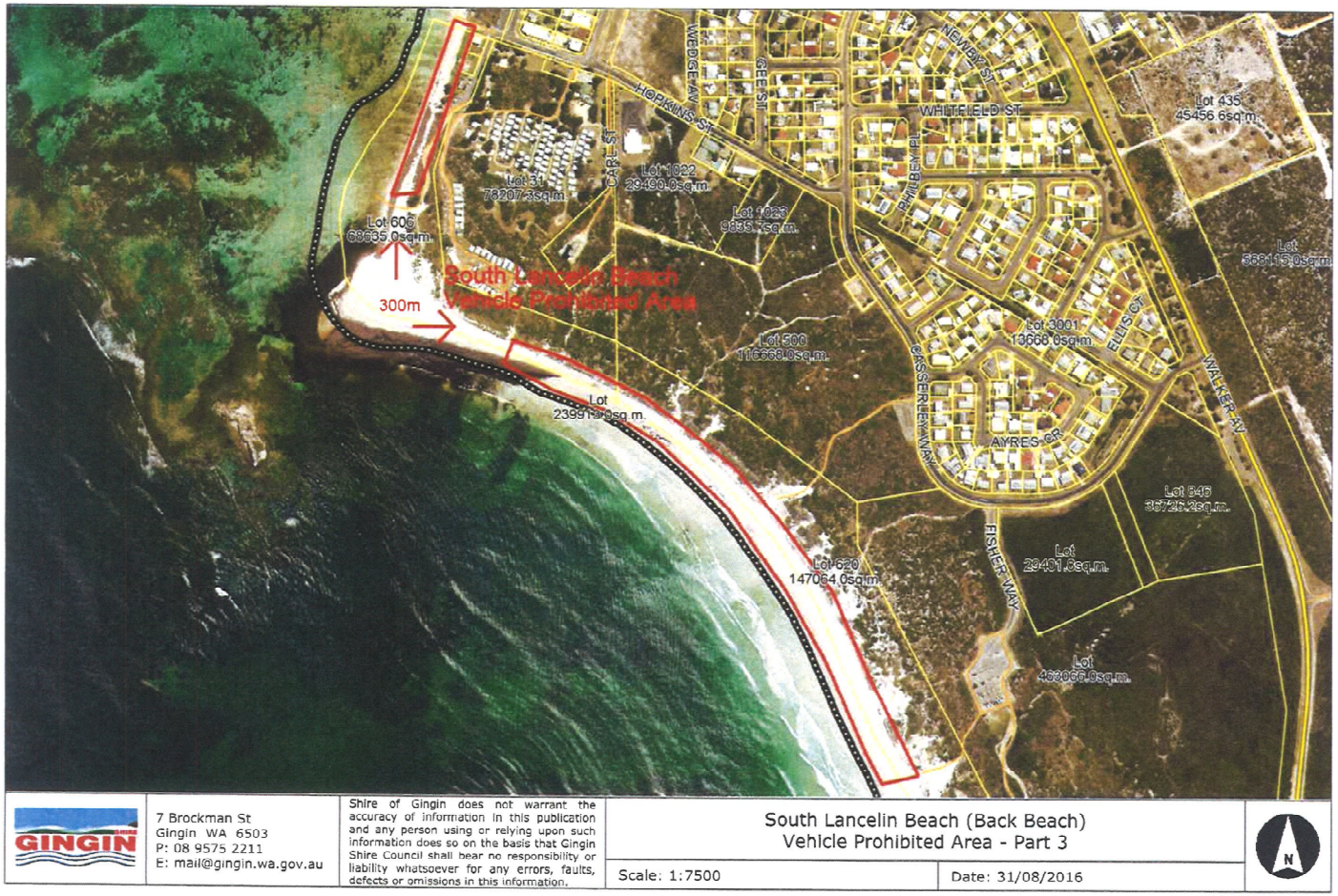
   Effect: To prevent vehicles accessing the beach and driving south through the Vehicle Prohibited Area to reach the Lancelin South Beach (Back Beach).

CARRIED UNANIMOUSLY

APPENDIX 1

Proposed position of road closure
GUNNIFFE ST
GINGIN RD
HUBBARD ST
HOPKINS ST
Lot 23 1011.7sq.m.
Lot 24 1011.7sq.m.
Lot 25 1011.7sq.m.
Lot 26 1011.7sq.m.
Lot 27 1011.7sq.m.
Lot 28 1011.7sq.m.
Lot 29 1011.7sq.m.
Lot 30 993.4sq.m.
Lot 107 1011.7sq.m.
Lot 108 1011.7sq.m.
Lot 109 1011.7sq.m.
Lot 110 1011.7sq.m.
Lot 111 1011.7sq.m.
Lot 112 1011.7sq.m.
Lot 113 1011.7sq.m.
Lot 114 1011.7sq.m.
Lot 328 1011.7sq.m.
Lot 329 1011.7sq.m.
Lot 330 993.4sq.m.
Lot 331 993.4sq.m.
Lot 431 11074.6sq.m.
Lot 754 599.5sq.m.
Lot 606 68635.0sq.m.
Lot 859 599.5sq.m.
Lot 31 78207.3sq.m.
Lot 762 993.4sq.m.
Lot 309 2075720.0sq.m.
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
Shire of Gingin does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Gingin Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.
Propose position of Hopkins Street Lancelin road closure
Scale: 1:1466
Date: 23/10/2019
N

APPENDIX 2


South Lancelin Beach
Vehicle Prohibited Area
300m
Lot 606
68635.0sq.m.
Lot 31
78207.3sq.m.
Lot 1022
29490.0sq.m.
Lot 1023
9835.7sq.m.
Lot 500
116668.0sq.m.
Lot
2399?.0sq.m.
Lot 620
147064.0sq.m.
Lot 435
45456.6sq.m.
Lot 3001
13668.0sq.m.
Lot 845
367?5.2sq.m.
Lot
29401.8sq.m.
Lot
46?066.0sq.m.
WEBBGE AV ST
HOPKINS ST
GEESTI
NEWBEY ST
WHITFIELD ST
BASELINE
ELLIS CR
KESSERLEE WAY
AYRES CR
WALKER AV
FISHER WAY
GINGIN
7 Brockman St
Gingin WA 6503
P: 08 9575 2211
E: mail@gingin.wa.gov.au
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South Lancelin Beach (Back Beach)
Vehicle Prohibited Area - Part 3
Scale: 1:7500
Date: 31/08/2016
N

11.4.2 CONCEPT ENQUIRY: WOODRIDGE COMMUNITY ASSOCIATION & RED ROBIN PLAYGROUP SMALLER CHILDREN'S PLAYGROUND

Location:	Woodridge Community Hall Grounds - Lot 301 King Drive, Woodridge
Applicant:	Woodridge Community Association & Red Robin Playgroup
File:	CSV/14
Author:	Jodie Mortadza – Coordinator Community Development & Services
Reporting Officer:	Allister Butcher - Executive Manager Operations
Report Date:	17 December 2019
Refer:	Nil
Appendices:	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a Concept Enquiry for the installation of smaller children's playground equipment for the Woodridge Community Association.

BACKGROUND

The Woodridge Community Association (WCA) initially proposed a Nature Playground and Bike Path project in September 2018, with the Executive Management Team (EMT) requesting further information to consider a reduced scale and scoped project. The Coordinator Assets/Projects and Coordinator Community Development and Services met with the applicants to discuss the project and it was determined that current play equipment was not suitable for small children (5 years and under). The existing equipment has approximately five to six years of use before requiring replacement.

The applicant has undertaken research and found that the Nature Playground was likely to have a short life span and as such sourced pricing for traditional equipment with a longer lifespan. The WCA has pledged $15,000 towards the project and will seek the remaining funding from Bendigo Bank. Whole of life costs would be the responsibility of the Shire of Gingin.

COMMENT

EMT has reviewed the concept and the proposed project and recommends in principle support for a designated space of 14m x 6m (must include soft-fall area and playground equipment). EMT's support is conditional on a maximum of only two pieces of equipment being installed.

Lot 301 King Drive, Woodridge is owned in freehold title by the Shire of Gingin and accommodates the Woodridge Community Hall, tennis/netball courts and a privately operated café facility.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

In principle support for the project will not result in any immediate budget implications. Future ongoing maintenance requirements would be absorbed into the Shire's annual playground maintenance and repairs budget allocation.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Community Wellbeing*
Objective	*1. To support the Shire of Gingin community to be inclusive, vibrant, healthy and safe through the Shire's service delivery.*
Outcome	*1.1 Our community has access to a range of community programs services and initiatives that support wellbeing and inclusion.*
Key Service Areas	*Nil*
Priorities	*1.1.2. Encourage programs and facilities that engage and support children and young people to stay in the Shire*
Focus Area	*Infrastructure and Development*
Objective	*3. To effectively manage growth and provide for community through delivery of community infrastructure in a financially responsible manner.*
Outcome	*3.2 Community Infrastructure: The Shire provides fit for purpose community infrastructure in a financially responsible manner.*
Key Service Areas	*Community Infrastructure*
Priorities	*3.2.1 Develop and plan community infrastructure to improve use and financial sustainability*
	3.2.3 Rationalise and consolidate older community infrastructure

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Morton SECONDED: Councillor Peczka

That Council provide in principle support for the Small Children's Playground Equipment project proposed by the Woodridge Community Association and the Red Robin Playgroup on Lot 301 King Drive, Woodridge (Woodridge Community Hall), conditional on a maximum of two pieces of equipment being installed.

CARRIED UNANIMOUSLY

11.4.3 CONCEPT ENQUIRY: SHADE SAIL LANCELIN LIONS CLUB

Location:	Lot 323 (Reserve 44490) (129) Gingin Road, Lancelin - Wangaree Park
Applicant:	Lancelin Lions Club
File:	CSV/14
Author:	Jodie Mortadza – Coordinator Community Development & Services
Reporting Officer:	Allister Butcher - Executive Manager Operations
Report Date:	17 December 2019
Refer:	Nil
Appendices:	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a Concept Enquiry submitted by the Lancelin Lions Club for the erection of Shade Sails over gym equipment at Wangaree Park, Lancelin.

BACKGROUND

The Lancelin Lions Club (the LLC) has indicated that it has received many complaints from residents that the gym equipment at Wangaree Park becomes too hot in the summer to use. The erection of shade sails over the gym equipment is proposed in an effort to mitigate this. The LLC has confirmed that it will fund the project. However, ongoing whole of life costs will be responsibility of the Shire

Wangaree Park is located on Lot 323 (Reserve 44490) Gingin Road, which is vested in the Shire of Gingin for the purpose of “Recreation and Civic Buildings”.

COMMENT

The Executive Management Team (EMT) recognises the benefits offered by this proposal. However, shade sails have a proven short life span and require constant maintenance, and EMT has raised concerns with respect to:

1. The need for frequent replacement of shade sails given the likely impact of wear and tear from strong winds and potential for vandalism;

2. Whether the actual daily usage of the equipment is sufficient to justify the project; and

3. The precedent that may be created for similar requests with respect to other sites throughout the Shire.

A hard shade structure would have a longer life span and would therefore be preferred, and the LLC could make application through the Shire's community grants program for funding towards the cost of such a structure. As such, EMT has supported the project based on the condition that it is a hard structure and not shade sails as proposed.

It should be noted that any shade structure over the area would both provide opportunity for increased usage, and prolong the life of the asset.

If Council does not support the shade structure project, the Lions Club will be requested to consider an alternative project such as replacement of Wangaree Park seating.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

In the event that Council is supportive of the Officer's recommendation, then there may be an expectation that the Shire will meet the cost difference between the originally proposed shade sails and a hard structure. If this is the case, then the potential cost to the Shire is unknown at this time, and would need to be brought back to Council for consideration either as unbudgeted expenditure, or for a decision to defer the project for inclusion in next year's budget.

If Council elects to support the shade sail proposal, then there will be no immediate budget implications. Ongoing maintenance costs over the life of the structure (including staff time to undertake seasonal installation and removal of the sails) would be minor and could be accommodated within current budget constraints. However, Council should be mindful of the fact that the Shire would be responsible for the cost of replacing the sails as required.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*Community Wellbeing*
Objective	*1. To support the Shire of Gingin community to be inclusive, vibrant and healthy through the Shire's service delivery.*
	1.3 Healthy & Safe: Our community has access to quality health and community safety programs, services and initiatives that promote resilience.
Focus Area	*Infrastructure and Development*
Objective	*3. To effectively manage growth and provide for community through the delivery of community infrastructure in a financially responsible manner*

Outcome	*3.2 Community Infrastructure* *The Shire provides fit for purpose community infrastructure in a financially responsible manner*
Priorities	*3.2.1 Develop and plan community infrastructure to improve use and financial sustainability* *3.2.3 Rationalise and consolidate older community infrastructure*

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Court SECONDED: Councillor Vis

That Council provide in principle support for the Wangaree Park Gym Equipment Shade project proposed by the Lancelin and Districts Lions Club on Lot 323 (Reserve 44490) Gingin Road, Lancelin, conditional on the construction being a "hard shade structure" instead of shade sails.

CARRIED UNANIMOUSLY

11.4.4 CONCEPT ENQUIRY: WOODRIDGE COMMUNITY ANZAC MONUMENT

Location:	Woodridge Community Hall Grounds - Lot 301 King Drive, Woodridge
Applicant:	Woodridge Community Association
File:	CSV/14
Author:	Jodie Mortadza – Coordinator Community Development & Services
Reporting Officer:	Allister Butcher - Executive Manager Operations
Report Date:	17 December 2019
Refer:	Nil
Appendices:	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider a Concept Enquiry for the Woodridge Community Association (WCA) ANZAC Day project

BACKGROUND

The Woodridge Community Association (WCA) has proposed a two part project which includes building an ANZAC monument and flagpoles at the Woodridge Community Hall.

The WCA has expressed concern that there is no ANZAC memorial in the Woodridge community. The WCA believes that the majority of the local community currently does not attend any ANZAC Day services, as travelling out of the area to pay their respects is a major obstacle.

The WCA has estimated that the total cost of the project will be $5,236. Application has been made to the Department of Veterans' Affairs for a grant of $4,000, with the remainder to be funded from Shire of Gingin and Lotterywest grants, community fundraising, and in-kind community support from local trades.

Lot 301 King Drive, Woodridge is owned in freehold title by the Shire of Gingin and accommodates the Woodridge Community Hall, tennis/netball courts and a privately-operated café facility.

COMMENT

EMT has reviewed the concept and does not recommend in principle support due to duplication of facilities in the Lower Coastal region (i.e. Seabird).

It is the aim of Council to have an inclusive community, rather than contributing to further segregation by duplication of facilities. Additionally, EMT has considered that whilst the WCA has indicated they have sourced external funding for construction of the monument and flag structures, consideration may not have been given to additional costs such as the necessary building permit/s and the requirement under Australian National Flag Protocols for the flag to be illuminated at night. If illumination is not provided, then the flag must be taken down every day before dusk.

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2019-2029

Focus Area	*3. Infrastructure and Development*
Objective	*To effectively manage growth and provide for community through delivery of community infrastructure in a financially responsible manner.*
Outcome	*3.1 Community Infrastructure: The Shire provides fit for purpose community infrastructure in a financially responsible manner.*
Key Service Areas	
Priorities	*3.2.1 Develop and plan community infrastructure to improve use and financial sustainability*
	3.2.3 Rationalise and consolidate older community infrastructure
Focus Area	*3. Infrastructure and Development*
Objective	*To effectively manage growth and provide for community through delivery of community infrastructure in a financially responsible manner.*
Outcome	*3.1 Community Infrastructure: The Shire provides fit for purpose community infrastructure in a financially responsible manner.*
Key Service Areas	
Priorities	*3.2.1 Develop and plan community infrastructure to improve use and financial sustainability*
	3.2.3 Rationalise and consolidate older community infrastructure

VOTING REQUIREMENTS – SIMPLE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Court SECONDED: Councillor Lobb

That Council not support the Anzac Monument and Flags project proposed by the Woodridge Community Association on Lot 301 King Drive, Woodridge.

CARRIED UNANIMOUSLY

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. COUNCILLORS' OFFICIAL REPORTS

13.1 COUNCILLOR ACTIVITIES AND MEETING ATTENDANCE

Councillor	Activity	Date
Johnson	Trandos Farm – 80th Birthday	22 November 2019
	Neighbourhood Watch Meeting	11 November 2019
Peczka	Upper Coastal Sporting Facilities Working Group	30 November 2019
	Neighbourhood Watch Meeting	11 November 2019
Court	Upper Coastal Sporting Facilities Working Group	30 November 2019
	Ledge Point Community Association Meeting	12 November 2019
	Neighbourhood Watch Meeting	11 November 2019
Rule	Student Council Meeting	12 December 2019
Fewster	Gingin District High School Awards Day	16 December 2019
	Meeting with MLC Darren West	16 December 2019

14. NEW BUSINESS OF AN URGENT NATURE

Nil

15. MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

Nil

16. CLOSURE

There being no further business, the Shire President declared the meeting closed at 4.25pm.

The next Ordinary meeting of Council will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on Tuesday, 21 January 2020 commencing at 3.00pm.

These Minutes are confirmed as the official record of the Ordinary Meeting of the Gingin Shire Council held on 17 December 2019.

_____
Councillor C W Fewster
Shire President
21 January 2020