



SHIRE OF GNOWANGERUP
BORDEN GNOWANGERUP ONGERUP

MINUTES

ORDINARY MEETING OF COUNCIL

26 October 2022

Commencing at 3:30pm

Council Chambers

Yougenup Road, Gnowangerup WA 6335

COUNCIL'S VISION

Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity

Shire of Gnowangerup

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Gnowangerup will be held on Wednesday 26 October 2022, at the Council Chambers 28 Yougenup Road Gnowangerup, commencing at 3:30pm.



Signed: _____

Bob Jarvis

CHIEF EXECUTIVE OFFICER

Meaning of and CAUTION concerning Council's 'In Principle' support:

When Council uses this expression it means that:

- (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and*
- (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.*

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Gnowangerup for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Gnowangerup disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Gnowangerup during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Gnowangerup.

The Shire of Gnowangerup advises that anyone who has any application lodged with the Shire of Gnowangerup shall obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Gnowangerup in respect of the application.

These minutes are not a verbatim record but include the contents pursuant to Regulation 11 of Local Government (Administration) Regulations 1996.

Signed: _____

Bob Jarvis

CHIEF EXECUTIVE OFFICER



DECLARATION OF INTEREST FORM

To: Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road
GNOWANGERUP WA 6335

I, (1) _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on (2) _____

Agenda Item (3) _____

The **type** of Interest I wish to declare is (4).

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

The **nature** of my interest is (5) _____

The **extent** of my interest is (6) _____

I understand that the above information will be recorded in the minutes of the meeting and placed in the Disclosure of Financial and Impartiality of Interest Register.

Yours sincerely

Signed

Date

Notes:

1. Insert your name (print).
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 & 5.69 of the Act).

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)

A Member, who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting that will be attended by the Member, must disclose the nature of the interest:

- a) In a written notice given to the Chief Executive Officer before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a) Preside at the part of the Meeting, relating to the matter or;
- b) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (NOTES FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. These notes will be included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. **If in doubt declare.**
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the *Local Government Act 1995*, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

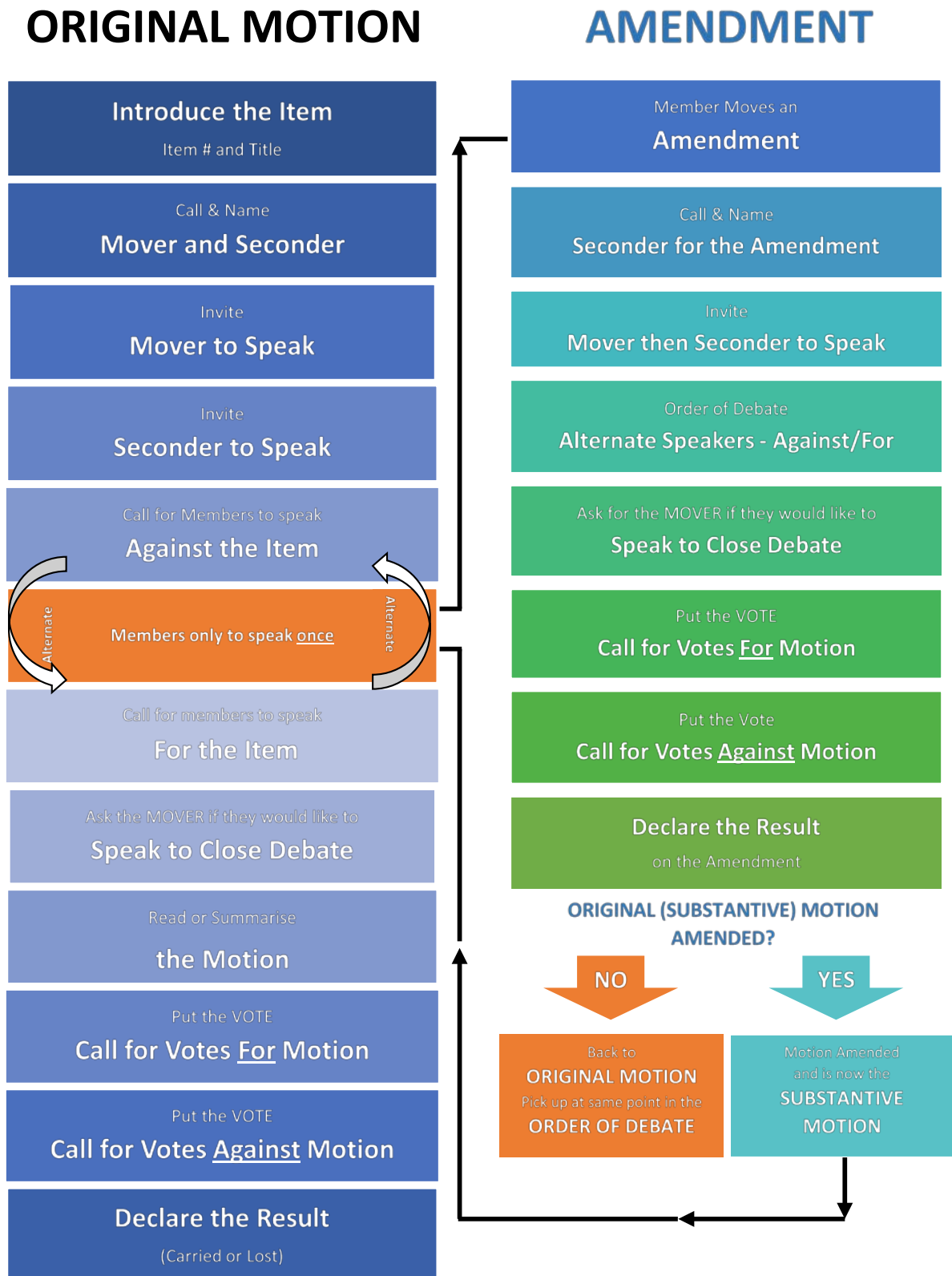
DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'. A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY DISCLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

Process of Motions



Slight clarification of wording of motion: A minor amendment of the motion can be done at any time through the President with the approval of the Mover and the Seconder. The Minor amendment must be minuted.

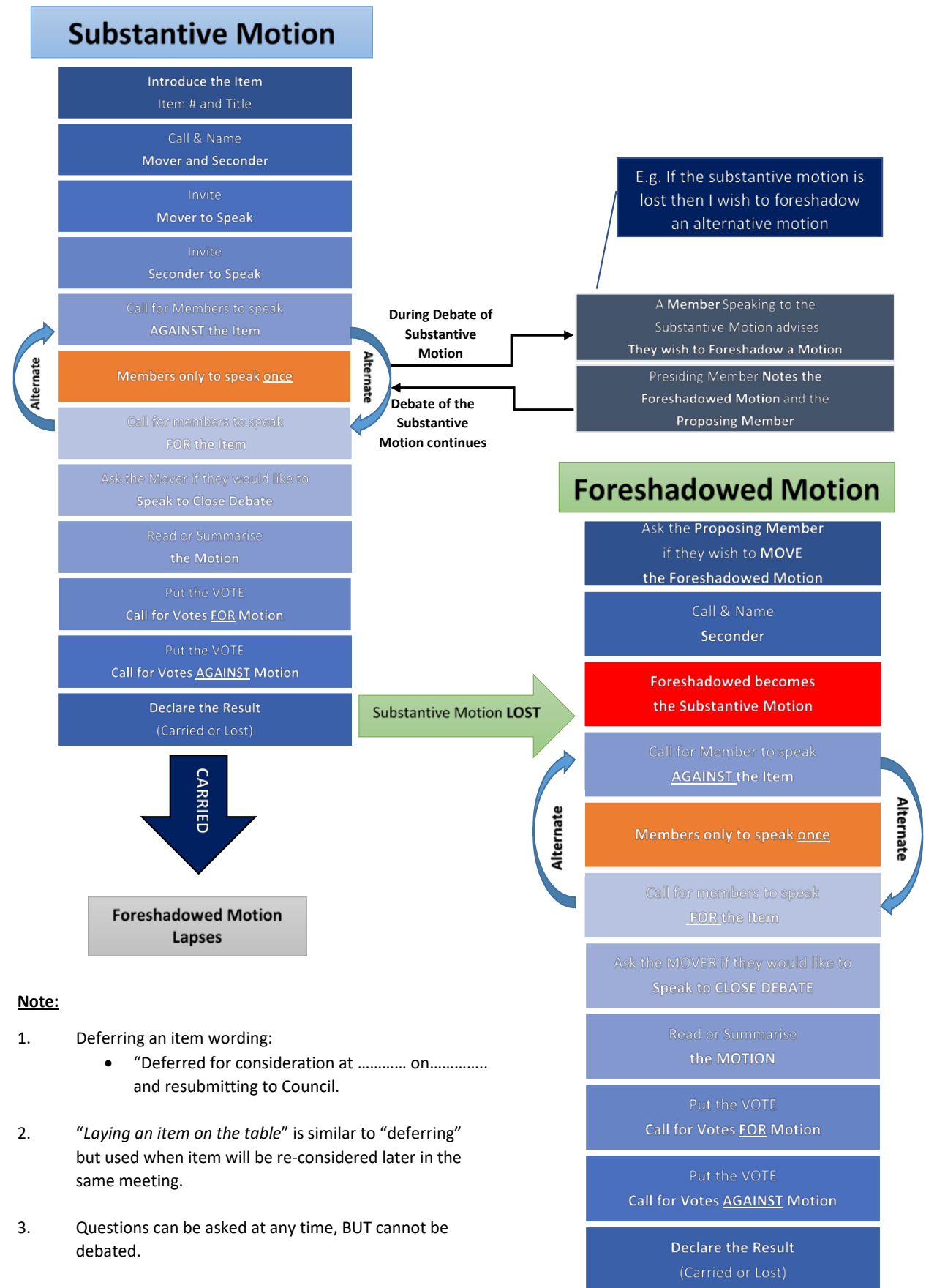


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OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Fiona Gaze welcomed Councillors, staff and visitors and opened the meeting at 3:41pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gnowangerup would like to acknowledge the Goreng people who are the Traditional Custodians of this land. The Shire of Gnowangerup would also like to pay respect to the Elders both past and present of the Noongar Nation and extend that respect to other Aboriginals present.

3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3.1 ATTENDANCE

Cr Fiona Gaze	Shire President
Cr Greg Stewart JP	Deputy Shire President
Cr Shelley Hmeljak	
Cr Kate O’Keeffe JP	
Cr Mick Creagh	
Cr Rebecca Kiddle	
Cr Peter Callaghan	
Cr Rebecca O’Meehan	

Staff

Bob Jarvis	Chief Executive Officer
Cherie Delmage	Deputy Chief Executive Officer
Geoff Carberry	Asset and Waste Management Coordinator
Damon Lukins	Manager of Works
Llew Withers	Environmental Health Officer

3.2 APOLOGIES

Anita Finn	Executive Assistant
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3.3 APPROVED LEAVE OF ABSENCE

Cr L Martin

4. APPLICATION FOR LEAVE OF ABSENCE

Nil

5. RESPONSE TO QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Nil

7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

Nil

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

Nil

8.2 DEPUTATIONS

Nil

8.3 PRESENTATIONS

Nil

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 ORDINARY MEETING OF COUNCIL MINUTES 28 SEPTEMBER 2022

COUNCIL RESOLUTION

Moved: Cr P Callaghan Seconded: Cr R Kiddle

1022.116 That the minutes of the Ordinary Council Meeting held on 28 September 2022 be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED: 8/0

9.2 SPECIAL MEETING OF COUNCIL MINUTES 5 OCTOBER 2022

COUNCIL RESOLUTION

Moved: Cr P Callaghan Seconded: Cr R Kiddle

1022.117 That the minutes of the Special Council Meeting held on 5 October 2022 be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED: 8/0

9.3 SPECIAL MEETING OF COUNCIL MINUTES 12 OCTOBER 2022

COUNCIL RESOLUTION

Moved: Cr R O’Meehan Seconded: Cr K O’Keeffe

1022.118 That the minutes of the Special Council Meeting held on 12 October 2022 be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED: 8/0

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 ELECTED MEMBERS ACTIVITY REPORT

Date of Report: 26 October 2022

Councillors: Various

Attended the following meetings/events

G Stewart:

- 28 September 2022 Art Gnow – Opening Night
- 3 & 4 October 2022 WALGA Convention
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 14 October 2022 Horsepower Highway – Blue Tractor Reveal

K O’Keeffe:

- 28 September 2022 Art Gnow – Opening Night
- 3 & 4 October 2022 WALGA Convention
- 5 October 2022 Special Council Meeting
- 12 October 2022 CEO Recruitment & Selection Panel (via TEAMS)

P Callaghan:

- 28 September 2022 Art Gnow – Opening Night
- 3 & 4 October 2022 WALGA Convention
- 5 October 2022 WALGA Aboriginal Engagement and Reconciliation Forum
- 12 October 2022 CEO Recruitment & Selection Panel
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 25 October 2022 NSNPR AGM & Dinner

R O’Meehan:

- 12 October 2022 CEO Recruitment & Selection Panel
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 25 October 2022 NSNPR AGM & Dinner

L Martin:

- N/A

R Kiddle:

- 28 September 2022 Art Gnow – Opening Night
- 3 & 4 October 2022 WALGA Convention
- 5 October 2022 Special Council Meeting
- 12 October 2022 CEO Recruitment & Selection Panel
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 25 October 2022 NSNPR AGM & Dinner

M Creagh:

- 28 September 2022 Art Gnow – Opening Night
- 5 October 2022 Special Council Meeting
- 5 October 2022 Bush Fire Advisory Committee
- 12 October 2022 CEO Recruitment & Selection Panel
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 19 October 2022 Yongergnow Meeting

S Hmeljak:

- 28 September 2022 Art Gnow – Opening Night
- 5 October 2022 Special Council Meeting
- 12 October 2022 CEO Recruitment & Selection Panel
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 14 October 2022 Horsepower Highway – Blue Tractor Reveal

F Gaze:

- 28 September 2022 Art Gnow – Opening Night
- 29 September 2022 Meeting with John Richardson re Housing
- 3 & 4 October 2022 WALGA Convention
- 5 October 2022 Special Council Meeting (via TEAMS)
- 12 October 2022 CEO Recruitment & Selection Panel
- 12 October 2022 Special Council Meeting
- 12 October 2022 Councillor and Executive Workshop
- 21 October 2022 Meeting with Mr Rick Wilson MP
- 25 October 2022 NSPNR – AGM & Dinner

3.50pm Mr Llew Withers left the meeting.

REPORTS FOR DECISION

11. REPORT FOR DECISION

11.1	PROPOSED AMENDMENT TO RESIDENTIAL DENSITY CODE FOR CUNEO CLOSE, GNOWANGERUP
Location:	Lot 561 (Reserve 51639) Cuneo Close, Gnowangerup
File Ref:	A6451
Date of Report:	18 October 2022
Business Unit:	Strategy & Governance
Officer:	Phil Shephard, Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

Copy of existing Structure Plan showing revised residential codes

PURPOSE OF THE REPORT

For Council to consider a proposal to increase the density code for the residential portion of the above development to R40 to enable the development of a wide range of residential accommodation within the structure plan area.

BACKGROUND

Council at its 25 May 2022 meeting (Res: 0522:46) resolved to endorse the Regional Development Assistance Program (RDAP) application to Development WA for the release of additional land at Cuneo Close.

COMMENTS

The RDAP application is being considered by Development WA and the Shire has received a positive response to the proposal to develop land as set out in the attached adopted Structure Plan for the area.

During discussions with DevelopmentWA on the RDAP application, it was considered that to encourage a wider variety of housing to the Shire, the existing residential density coding of R10 and R20 should be changed. To achieve the changes, the existing Structure Plan would need to be amended and staff have approached the original planning consultant (Edge Planning and Property) who prepared the existing Structure Plan with a request for the costs to update the plan.

The consultant has advised that the costs to update the plan would be approximately \$1,800 (+GST) to update the documents (structure plan, subdivision concept plan and report) to suit and expects that the process to undertake the preparation and gain final approval from the WA Planning Commission would take between 3-6 months. In addition, staff recommend that some

funds be allocated to address the noise impacts from the proposed light & service industry onto the residential component and provide potential solutions such as: an acoustic wall along the boundary, increased setbacks, 'quiet house' designs etc.



Cuneo Close, Gnowangerup Structure Plan area shown bordered in red

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

When completed in draft form, the revised Structure Plan will be referred/advertised in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*.

Development WA

LEGAL AND STATUTORY REQUIREMENTS

Planning and Development Act 2005 and *Planning and Development (Local Planning Scheme) Regulations 2015* – the revised Structure plan shall be prepared and approved under the Act/Regulations.

POLICY IMPLICATIONS

There are no local planning policies that apply to this report.

IMPACT ON CAPACITY

Nil

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category	Compliance
Consequence Rating	Insignificant
Likelihood Rating	Rare (1)
Acceptance Rating	Low (1)
Risk Acceptance Criteria	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

FINANCIAL IMPLICATIONS

The requested \$5,000 would include the planning consultant fee (quoted at \$1,800 + GST) for the updating of the Structure Plan and an amount for the acoustic component of the report (if required) and will be taken from General Ledger 29022 'Town Planning Consultants' part of the 2022/2023 Annual Budget.

STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan 2021 – 2031

Theme: Our Economy

Community Priority 2.3: Local businesses and the Shire have access to diverse skills, and appropriate services.

Action 2.3.2: Work with relevant stakeholders to attract small business and trades to the Shire.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available, which are discussed below:

1 Not support the revision

The Local Government can choose to not support the revised Structure Plan. If this option was chosen, the existing Structure Plan would remain as is and the applicable residential densities of R10 and R20 would still apply.

2 Support the revision

The Council can choose to support the revision, in whole or part. If this option was chosen, the existing Structure Plan (if approved by the WA Planning Commission) would enable residential development to achieve a much higher density than exists up to R20 and R40.

3 Defer the proposal

The Council can choose to defer the matter for a period of time and seek additional information, if deemed necessary to complete the assessment, before proceeding to make a decision.

CONCLUSION

The increase to the density coding for some of the residential component at Cuneo Close has merit and is supported. The proposed changes to the existing Structure Plan would enable the Council to take advantage of the increased residential density and enable the development of a wide range of residential accommodation within the structure plan area.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr G Stewart

Seconded: Cr R O'Meehan

1022.119 That Council:

Endorses the revision of the Cuneo Close Structure Plan by Edge Planning and Property to include revised residential density coding's of R20 and R40 and allocate an amount of \$5,000 (inc. GST) from General Ledger 29022 'Town Planning Consultants' part of the 2022/2023 Annual Budget.

UNANIMOUSLY CARRIED: 8/0

STRUCTURE PLAN

Lot 556 Yougenup Road
Gnowangerup

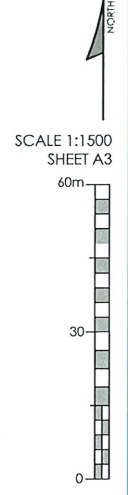
PLAN 1

LEGEND

- STRUCTURE PLAN BOUNDARY
- LIGHT AND SERVICE INDUSTRY
- RESIDENTIAL R10
- RESIDENTIAL R20
- PROPOSED NEW ROADS
- PROPOSED FOOTPATH / DUAL USE PATH
- PUBLIC OPEN SPACE
- 100m RESIDENTIAL BUFFER
- VEGETATION BUFFER / LANDSCAPING
- FUTURE VEHICLE PARKING / TOURIST INFORMATION BAY
- INDICATIVE LOTS
- EXISTING LOT DETAILS
- CONTOURS

100p 556
8.5414ha

260



- Subdivision and development requirements**
1. Uses in the land classified as 'Light & Service Industry' as per the Light and Service Industry Zone.
 2. Uses in the land classified as 'Residential' as per the Residential Zone.
 3. The local government can consider uses not listed in the Zoning Table in accordance with clause 4.4 of the Scheme.
 4. Service commercial, mixed business or service industrial uses must be compatible with sensitive land uses and incorporate appropriate setbacks and landscaping.
 5. Uses that may present a contamination risk to the adjacent water supply will not be permitted.
 6. Dwellings within the structure plan boundary are to be setback a minimum of 20 metres from the rear boundary where residential lots adjoin land classified as 'Light & Service Industry'.
 7. Other than the creation of a new public road servicing the land classified as 'Light & Service Industry', no direct vehicular access is supported to Yougenup Road.
 8. Stormwater is to be managed to incorporate water sensitive urban design principles including on-site stormwater retention to the satisfaction of the local government.
 9. Subdivision and development to occur generally in accordance with the Structure Plan.
 10. Building design for land classified as 'Light & Service Industry' may include measures to ensure that noise has minimal impact on nearby dwellings.
 11. The local government will request the preparation and implementation of a revegetation/landscaping plan as a condition of subdivision.

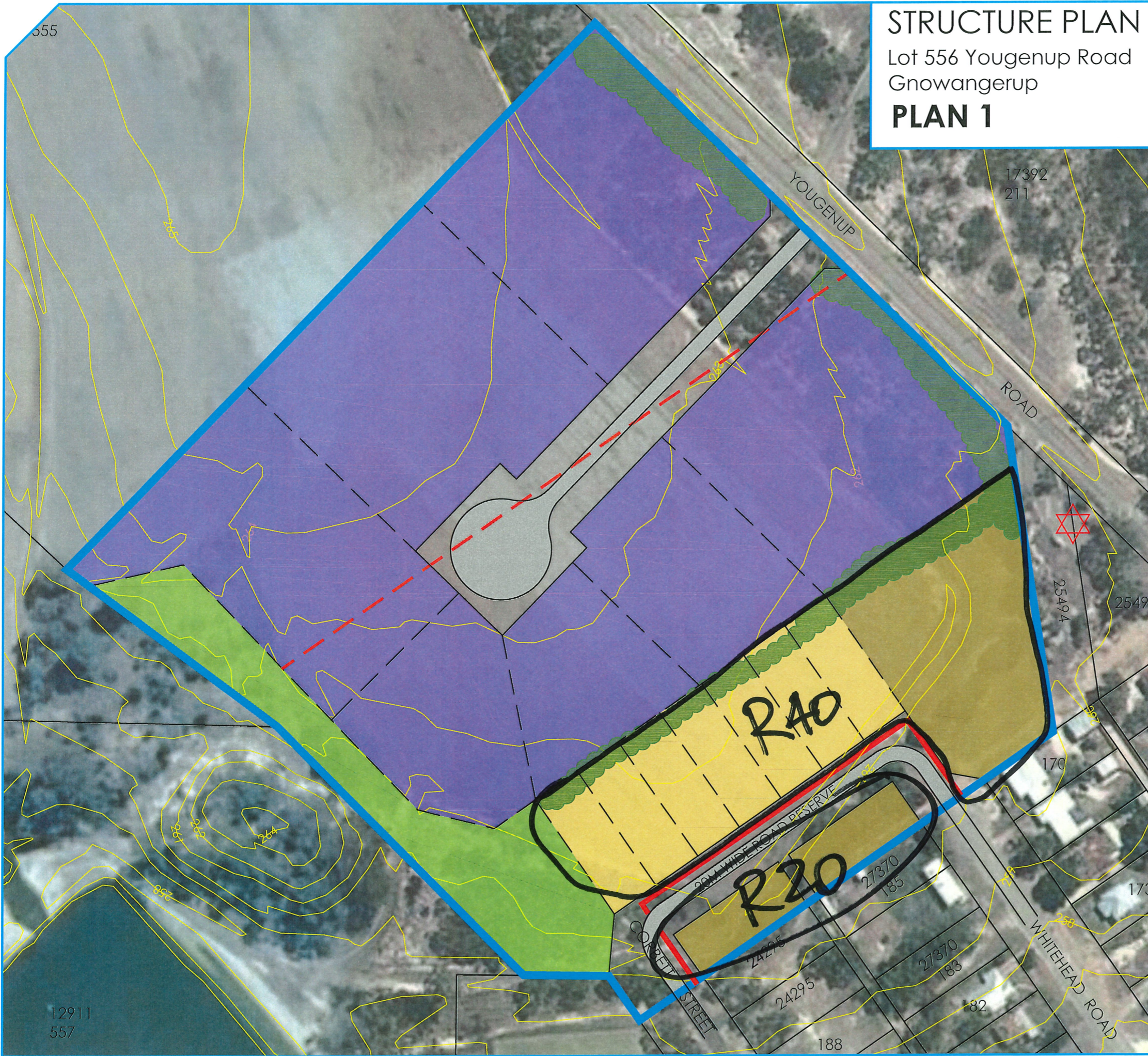
This Structure Plan has been approved by the WAPC

Signed Date

This Structure Plan has been adopted by the Shire of Gnowangerup in accordance with clause 6.3.9 of Local Planning Scheme No. 2.

Signed - Shire CEO Date

D	MODIFICATIONS	151011	SJ	ST
C	TOURIST INFORMATION	150529	SJ	ST
B	ADD PROVISIONS	150505	SJ	ST
REV	DESCRIPTION	YYMMDD DRAWN APPRVD		
DRAWING NUMBER		REV		
EP 150226 04		D		
Issued for design intent only. All areas and dimensions are subject to detail design + survey.				



11.2 RENEWAL OF LEASES FOR HOUSES LEASED TO THE GOVERNMENT REGIONAL OFFICERS' HOUSING (GROH) PROGRAM FOR 12 AND 40 CORBETT STREET GNOWANGERUP

Date of Report: 10 October 2022
Business Unit: Strategy and Governance
Officer: Bob Jarvis - Chief Executive Officer
Disclosure of Interest: Nil

ATTACHMENTS

- 2 Valuation documents for market rental for 12 and 40 Corbett Street Gnowangerup
- 2 lease offers for the properties from GROH
- Regulation 30 Local Government (Functions and General) Regulations 1996

PURPOSE OF THE REPORT

Council's approval of a proposal to lease 12 and 40 Corbett Street Gnowangerup to GROH for a period of 3 years with a one year option at a rental rate of \$695 per week for each property.

It is also proposed that Council resolves that the annual rental received less any maintenance expenditure should be transferred to the Housing Reserve to assist in developing further housing for lease to GROH and subsequent use by the Shire for staff housing.

BACKGROUND

On the 2 of September 2022 an email was received from the Department of Communities advising of the impending expiration of the leases for 12 and 40 Corbett Street Gnowangerup. The email also advised: "...the leases on these two properties expire on the 22/11/2022. We have a commitment from the Department of Education to renew the leases for a further 3 years with a 1-year option at market rent. I look forward to hearing back from you after this has been put forward to Council for review."

This proposal was discussed with Councillors at the Councillor and Executive Workshop on the 14 September 2022, where Councillors queried the methodology for calculating Market Rental value and how that might reflect what was happening "on the ground" in the Town.

The CEO contacted the Department and spoke to an officer involved in the GROH leasing on the 16th of September and asked for some clarification of how Market Value is determined, and he was advised that this was done independently of the Department. A commitment to clarify the Market Rental for the two subject properties was given.

On the 19 September 2022 the following response was received from the Department:

"to our telephone conversation today please find attached information regarding market rental value for the properties at 12 & 40 Corbett Street, Gnowangerup.

12 Corbett is reflected as \$480 per week and 40 Corbett at \$327 per week.

Based on market advice Department of Communities - GROH would still like to continue to pay above market with a weekly rent of \$695 for the properties to ensure an additional lease term of 12-24 months.

I hope this information is of some assistance.”

The CEO contacted the Department on the 20 September and queried the change in lease proposal from 3years and 1 year option to 12 to 24 months. The Department responded the same day and provided the following response:

“Apologies for any confusion. After further discussion it has been confirmed that there is previous correspondence regarding a commitment to renew the leases for a further 3 years with a 1-year option.

Given this we would propose to continue with this commitment at \$695 per week.”

Formal offers for both properties were received from GROH on Monday the 10 October 2022 and are attached to this report.

COMMENTS

It should be noted that the Department is also currently pursuing a proposal for the Shire to build two new Houses for leased to GROH for teacher housing in Gnowangerup on the lots that the Shire has purchased in Quinn Street Gnowangerup, and which might include housing for Health and also staff housing for the Shire.

It is recommended to Council that the renewal of the two leases be approved, and that the rental received be transferred to the Housing Reserve less any expenditure on maintenance.

CONSULTATION

The proposal to renew the lease was discussed with Councillors at the Councillor and Executive Workshop on the 14 September 2022.

LEGAL AND STATUTORY REQUIREMENTS

Regulation 30 of the Local Government (Functions and General) Regulations 1996 provides for an exemption for dispositions under Section 3.58 of the Local Government Act 1995 if the disposition is to:

- (i) the Crown in right of the State or the Commonwealth; or
- (ii) a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or
- (iii) another local government or a regional local government;

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The offer provides for better than market rent for both properties for a further 3 years and an option for 1 more year.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 2. Our Economy

Objective: 2.1 Support businesses and business growth across the Shire

Strategic Initiative: Housing and rental stock assists in attraction and retention of the local workforce

Progress towards residential land expansion and lifestyle promotion

Local education, care and learning facilities are advocated for and retained.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Could provide significant funding towards future housing development

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Refusing the request would deny the Shire significant rent revenue which could be used to offset loan payments for construction of further GROH and shire housing construction.

CONCLUSION

The GROH offer is better than expected considering that it was anticipated that the new rent proposal would be at a reduced market value.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr R Kiddle

1022.120 That Council:

- 1. Accepts the offer from the Housing Authority (the Government Regional Officers' Housing (GROH) program) for new leases for 12 and 40 Corbett Street Gnowangerup with the following conditions**
 - (a) for a further term of three (3) years with an option of one (1) year;**
 - (b) commencing immediately after the current residential tenancy agreement expires;**
 - (c) at the weekly rent of \$695.00; and**
 - (d) otherwise on the terms and conditions set out in the residential tenancy agreement attached to the offer.**
- 2. Resolves to transfer the proceeds of the leases for both properties received to the Shire's Housing Reserve at the end of the financial year less any funds spent on maintenance for the two properties.**

CARRIED BY ABSOLUTE MAJORITY: 8/0

3.57pm Mr Llew Withers returned to the meeting.



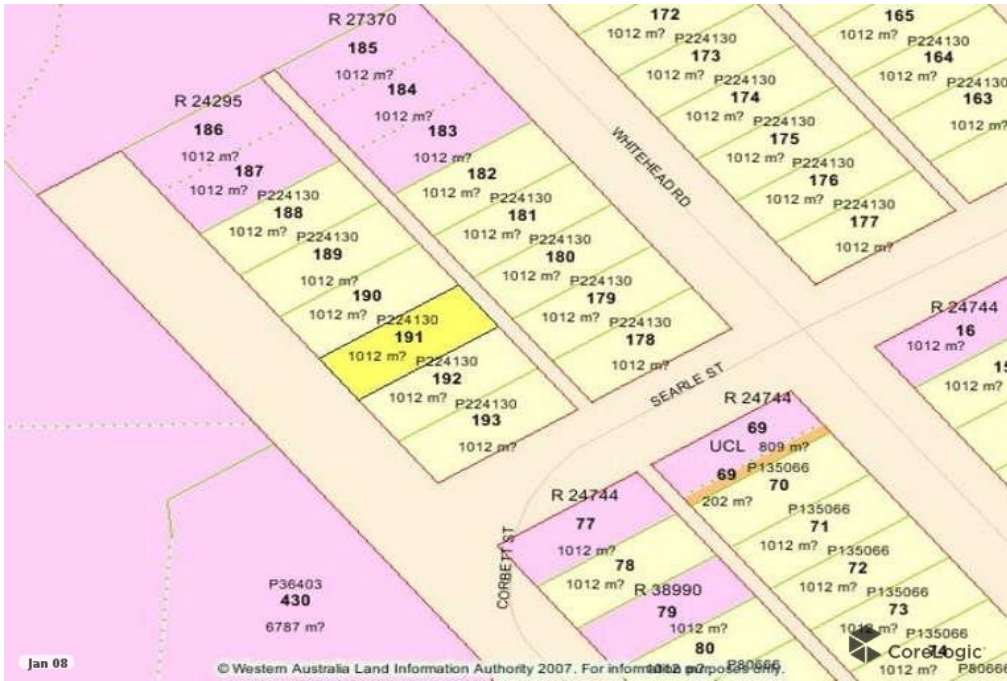
ESTIMATED RENTAL AMOUNT REPORT

12 Corbett Street Gnowangerup WA 6335

Prepared on: 19 September 2022

4
 1
 2
 1,012m²

12 Corbett Street Gnowangerup WA 6335




▶ PROPERTY DETAILS

Here we summarise the property's key details (which are accurate at the time of last sale).

Address:	12 Corbett Street Gnowangerup WA 6335	Lot/Plan:	191/P224130
RPD:	LOT 191 P224130	Council area:	Gnowangerup
Property type:	HOUSE	Year built:	2013
Floor area:	186m ²	Zone:	PP, PP
Land use primary:	House		

▶ ESTIMATED RENTAL AMOUNT

Here we provide an estimate of the property's weekly rental value based on statistical data.

Estimated Rent:	\$480/W	 High Confidence
Estimated Rent Range:	\$432/W - \$528/W	
Estimated Yield:	10.23%	

This rental estimate is provided by CoreLogic, and is based on statistical market data such as recent advertised rental properties, property size, number of bedrooms and many more factors. Estimated gross rental yield is also a computer generated estimate and does not take into account any expenses associated with keeping the property. Information used in these estimates comes from public data, which may be incomplete or inaccurate, and should not be used in lieu of a professional appraisal under any circumstances, including for lending purposes or in home loan applications.

How to read this estimate

The estimate has been broken into three confidence level categories based on the criteria listed below.

- High confidence is typically caused by a low degree of variability between the subject and comparable properties and/or high availability of comparable property data in the area.
- Medium confidence is typically caused by a medium degree of variability between the subject and comparable properties and/or medium availability of comparable property data in the area.
- Low confidence is typically caused by a high degree of variability between the subject and comparable properties and/or low availability of comparable property data in the area.

Doing your research

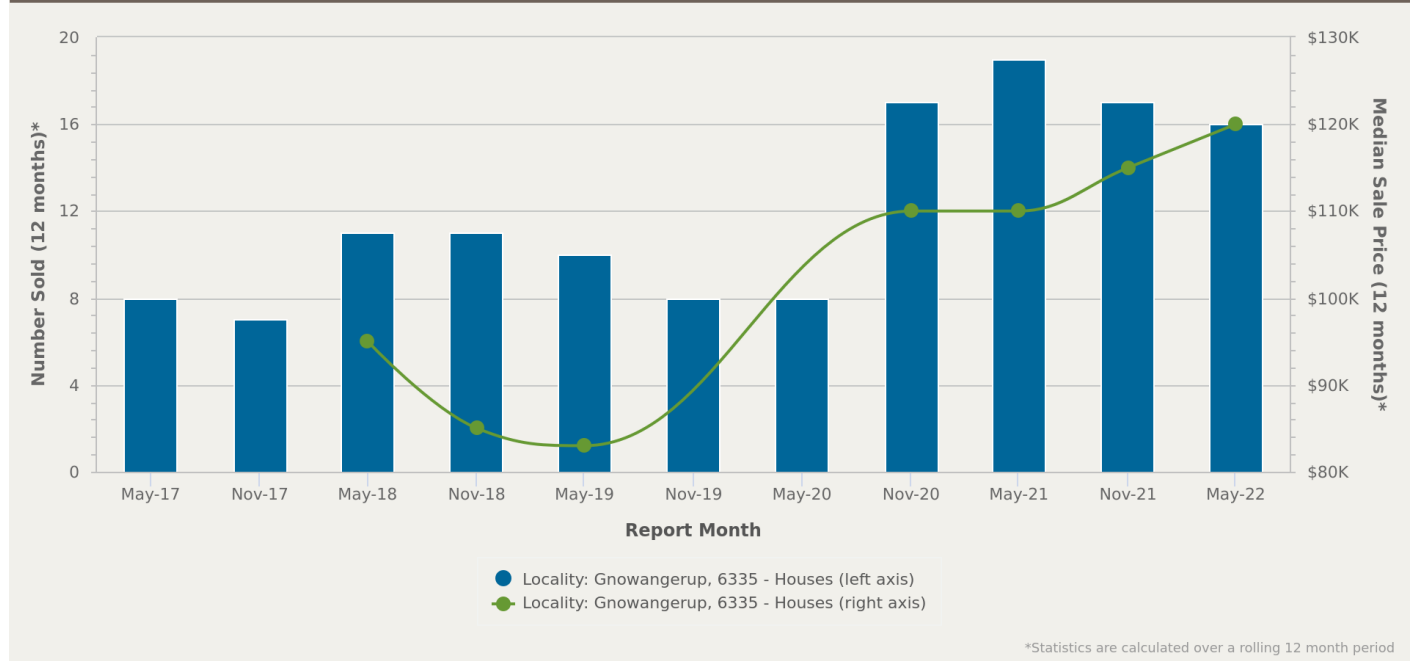
This estimate is a starting point only. To determine the property's value we recommend you supplement this estimate by doing other research to take into account a property's special features and current market conditions. You may want to consider:

- visiting the house (where possible)
- contacting an agent for a price guide on this property or similar
- requesting a valuation from a licensed valuer
- recent and historical rental price details for this property
- recent advertised rental prices for similar properties in the area
- the costs associated with owning, maintaining and renting this property

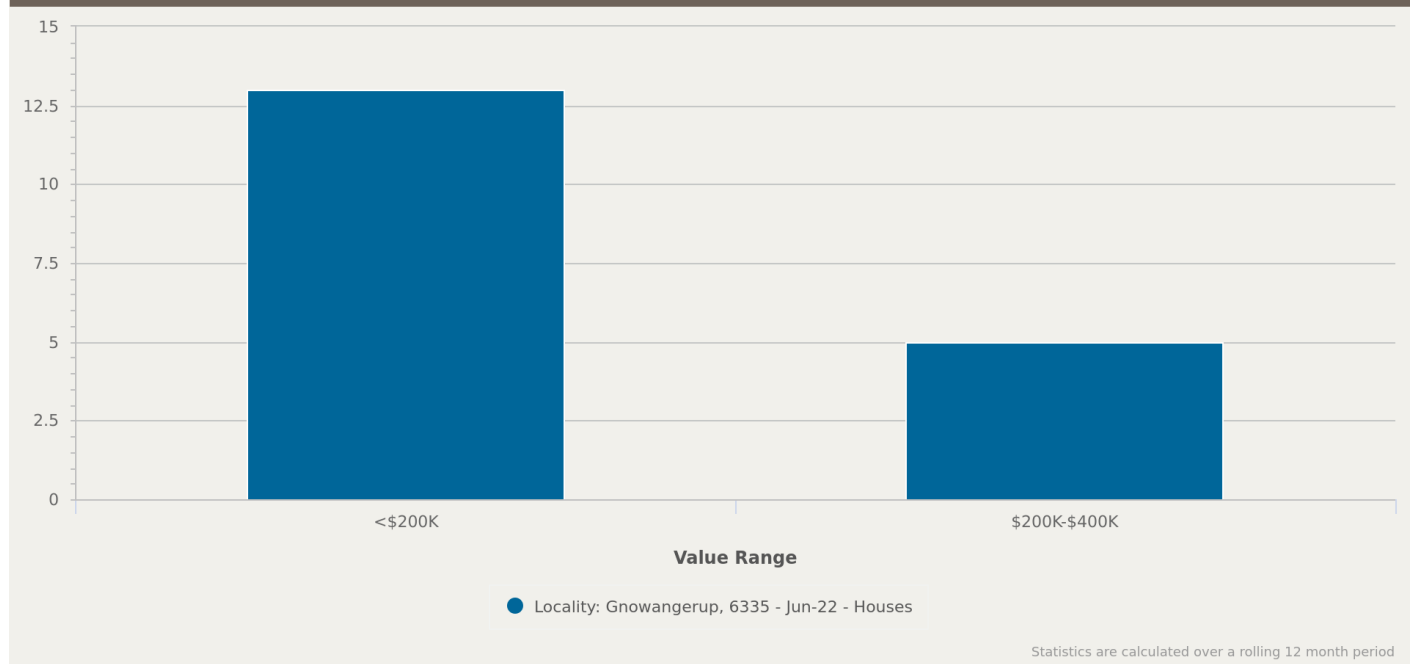
▶ GNOWANGERUP INSIGHTS

Here we help you understand more about the property's suburb including key metrics such as sales activity, price growth and rental yield.

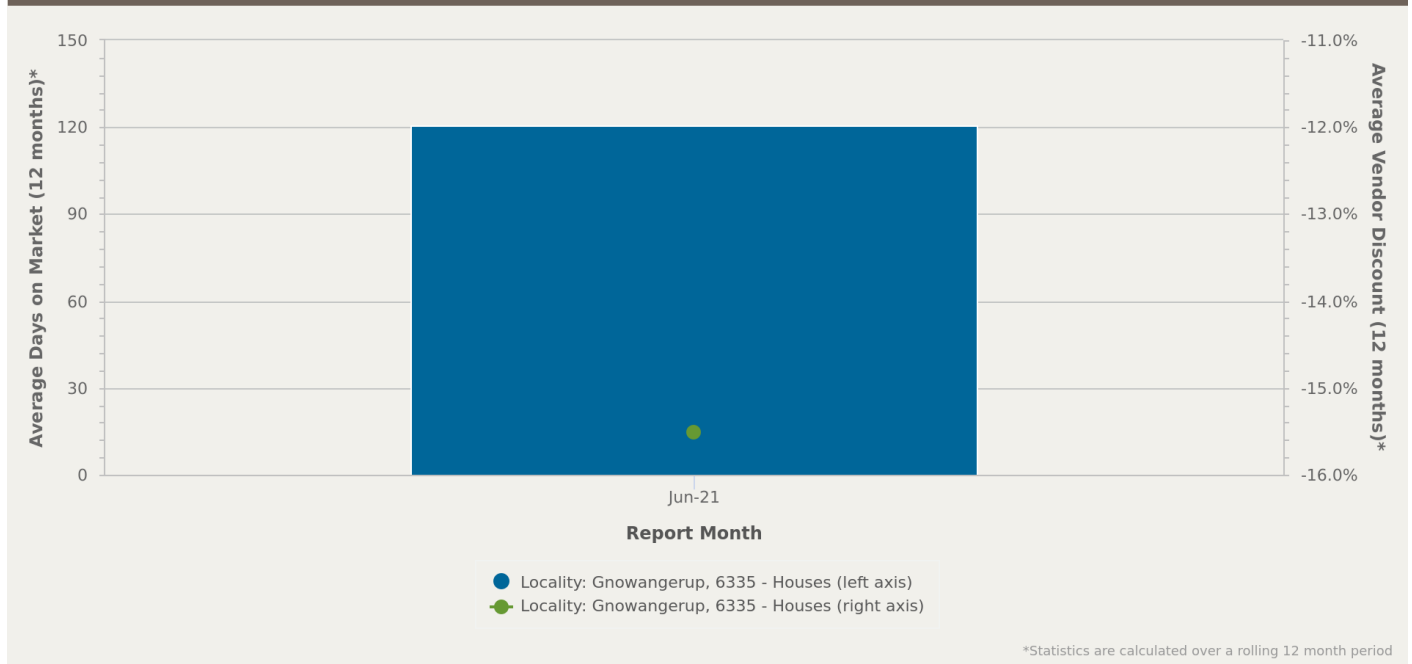
Number Sold (12 months) vs. Median Sale Price (12 months)



Number Sold by Price (12 months)



Average Days on Market (12 months) vs. Average Vendor Discount (12 months)



Period	Median Value for Houses	Change in Median Value (12 months)
May-2022	\$155,949	↑ 39.1%
May-2021	\$112,137	↑ 10.7%
May-2020	\$101,317	↑ 4.1%
May-2019	\$97,347	↑ 23.4%
May-2018	\$78,864	↓ -42.4%

Statistics are calculated at the end of the displayed month

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Within Australia: **1300 734 318**

Outside Australia: **(+61) 7 3114 9999**

Email us: customercare@corelogic.com.au



ESTIMATED RENTAL AMOUNT REPORT

40 Corbett Street Gnowangerup WA 6335

Prepared on: 19 September 2022

40 Corbett Street Gnowangerup WA 6335

 2	 1	 2	 1,012m ²
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▶ PROPERTY DETAILS

Here we summarise the property's key details (which are accurate at the time of last sale).

Address:	40 Corbett Street Gnowangerup WA 6335	Lot/Plan:	61/P135066
RPD:	LOT 61 P135066	Council area:	Gnowangerup
Property type:	HOUSE	Year built:	1950
Floor area:	147m ²	Zone:	R15, R15
Land use primary:	House		

▶ ESTIMATED RENTAL AMOUNT

Here we provide an estimate of the property's weekly rental value based on statistical data.

Estimated Rent:	\$327/W	 High Confidence
Estimated Rent Range:	\$291/W - \$363/W	
Estimated Yield:	11.12%	

This rental estimate is provided by CoreLogic, and is based on statistical market data such as recent advertised rental properties, property size, number of bedrooms and many more factors. Estimated gross rental yield is also a computer generated estimate and does not take into account any expenses associated with keeping the property. Information used in these estimates comes from public data, which may be incomplete or inaccurate, and should not be used in lieu of a professional appraisal under any circumstances, including for lending purposes or in home loan applications.

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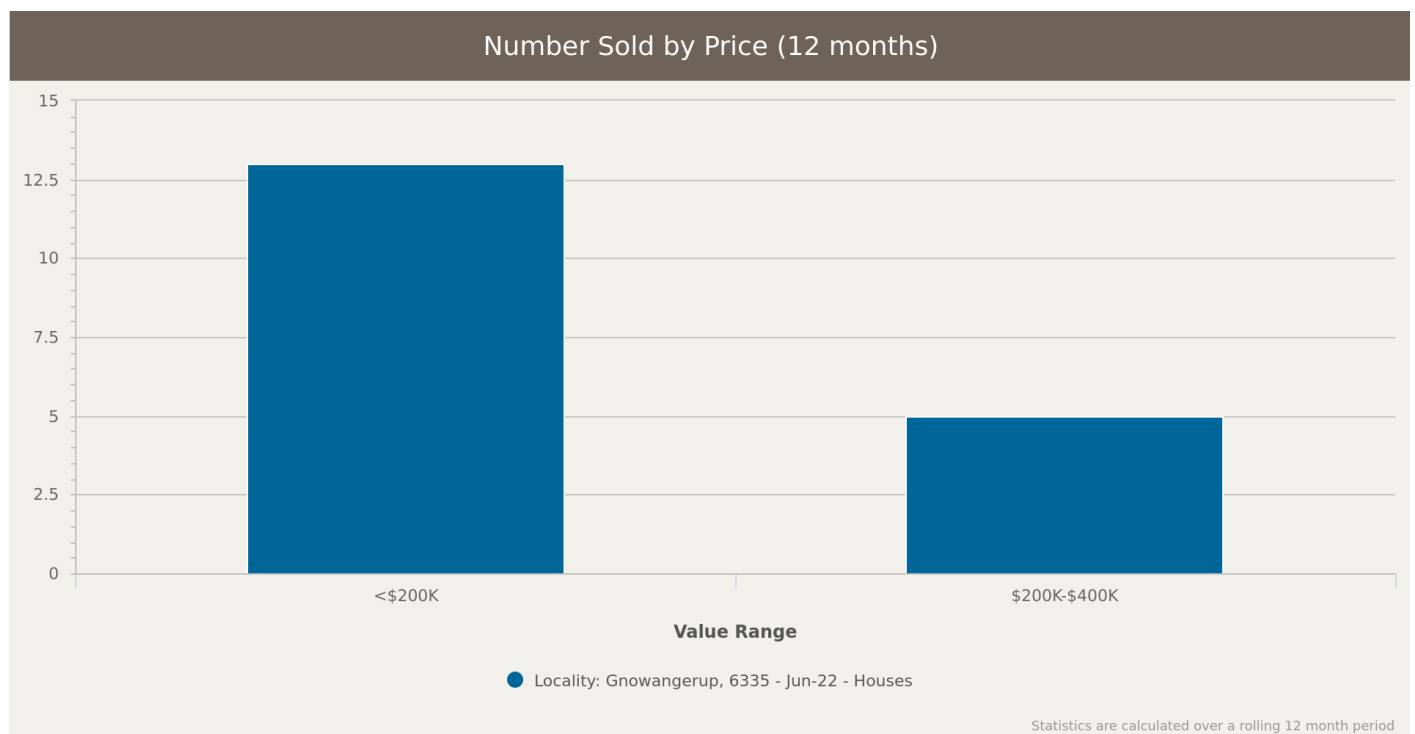
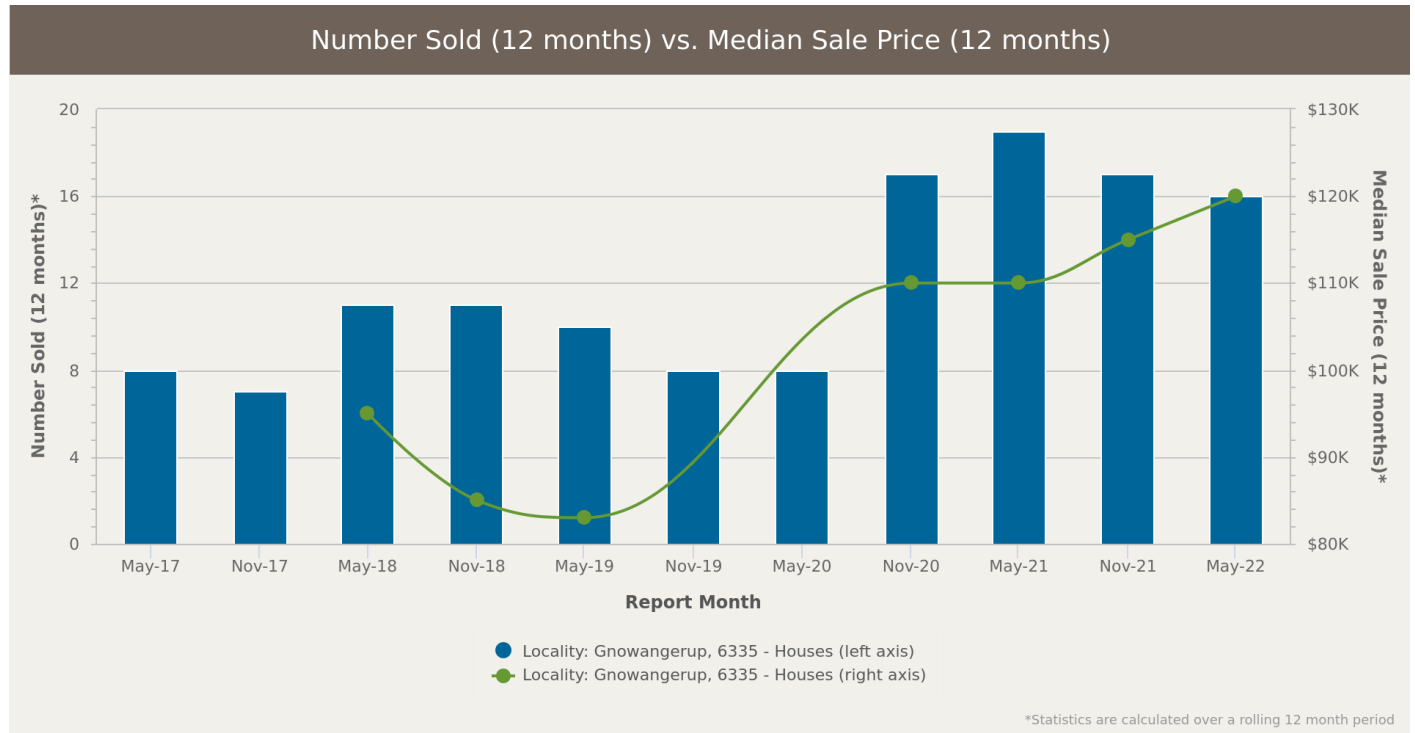
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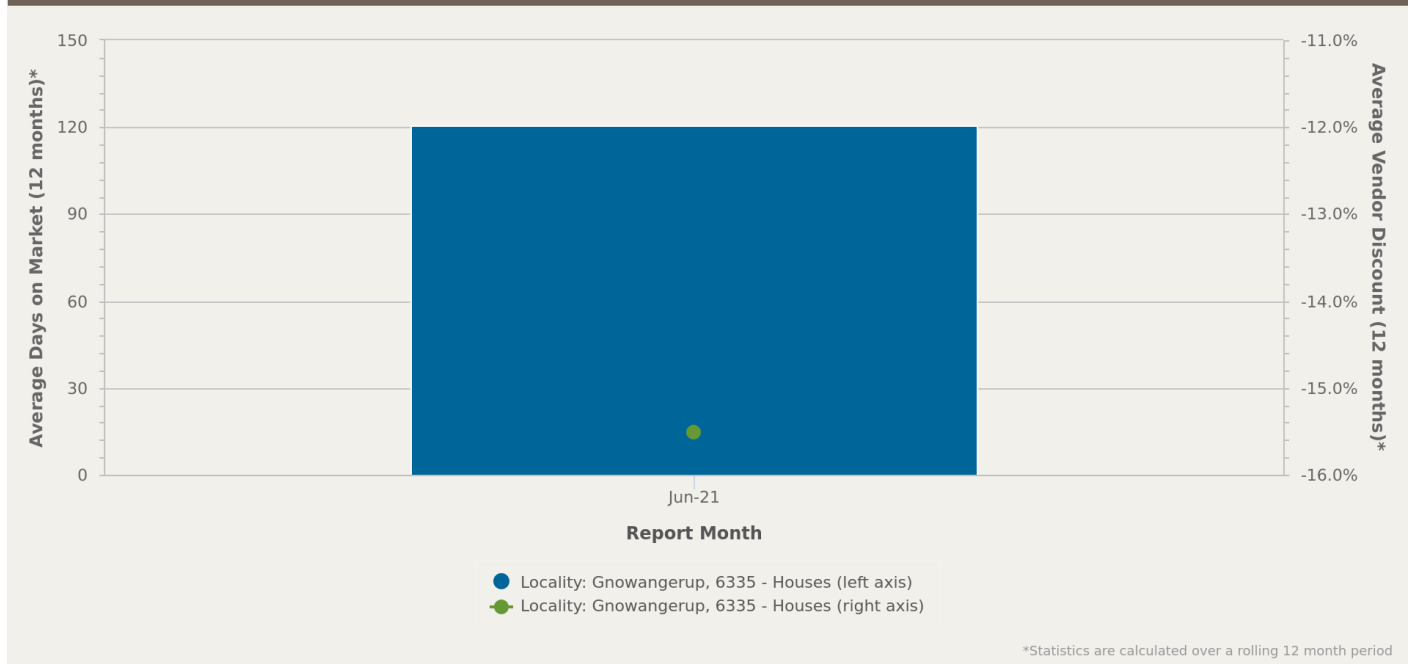
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Period	Median Value for Houses	Change in Median Value (12 months)
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Email us: customercare@corelogic.com.au



10th October 2022

Shire of Gnowangerup

Via email – bob.jarvis@gnowangerup.wa.gov.au

OFFER OF LEASE RENEWAL – LOT 191, 12 CORBETT STREET, GNOWANGERUP

The Housing Authority (acting through the Government Regional Officers' Housing Program) has leased from you the above premises (**Leased Premises**) pursuant to a residential tenancy agreement which expires on 22/11/2022.

The Housing Authority makes an offer to renew this arrangement and enter into a new residential tenancy agreement with you for the Leased Premises:

- (a) for a further term of **three (3) years** with an option of **one (1) year**;
- (b) commencing immediately after the current residential tenancy agreement expires;
- (c) at the weekly rent of **\$695.00**; and
- (d) otherwise on the terms and conditions set out in the residential tenancy agreement attached to this letter.

(the **Offer**)

The Offer is subject to, and conditional upon, the following conditions first being agreed and/or satisfied and, failing which, the Offer will lapse or be incapable of acceptance:

- (a) the Housing Authority obtaining all necessary internal approvals to enter into the new residential tenancy agreement with you within 14 days of the Offer;
- (b) you ensuring that the following upgrades are completed in the Leased Premises:
 - (i) An electrical compliance certificate (to confirm all hard-wired smoke alarms and safety switches have been installed and are functioning correctly and, for the smoke alarm, includes at a minimum, manufacturer, installation/expiry date and model number) is to be obtained by the lessor at the lease commencement and thereafter on every 12-month anniversary of the date on which the previous electrical compliance certificate was obtained.
 - (ii) All air-conditioning units at the premises must have been serviced at lease commencement, or within the 12 month period prior to lease commencement, and thereafter on every 12-month anniversary of the date on which the previous service occurred. A copy of the receipt evidencing the first service will be provided to the tenant on lease commencement and receipt for each subsequent service will be provided to the tenant within 14 days of such service.

If you wish to accept the Offer, please sign and return by email or post a copy of this letter to the Housing Authority within **14 days** of the date of the Offer.



Once the Housing Authority obtains the necessary internal approvals it will prepare and provide to you a copy of the formal lease on the agreed terms and conditions set out in this letter. You are required to execute and unconditionally deliver the formal lease to the Housing Authority within 14 days of it being provided to you.

If you have any queries in relation to anything set out in the Offer or this letter please do not hesitate to contact the Housing Authority on 0435 047 975.

Yours faithfully
 Kim Doble
 Email: kim.doble@communities.wa.gov.au

I/We, _____
 (insert name/s)

hereby accept the Offer made by the Housing Authority in this letter to take a lease of the Leased Premises on the terms and conditions set out in this letter and acknowledge that, in doing so, a binding lease will be created between me/us and the Housing Authority

Owner Employment	
Is the Owner (or their partner or spouse) an employee of the State Government of Western Australia or a Member of the Parliament of Western Australia?	
_____ Signature:	_____ Signature:
Name:	Name:
Date:	Date:



10th October 2022

Shire of Gnowangerup

Via email – bob.jarvis@gnowangerup.wa.gov.au

OFFER OF LEASE RENEWAL – LOT 61, 40 CORBETT STREET, GNOWANGERUP

The Housing Authority (acting through the Government Regional Officers' Housing Program) has leased from you the above premises (**Leased Premises**) pursuant to a residential tenancy agreement which expires on 22/11/2022.

The Housing Authority makes an offer to renew this arrangement and enter into a new residential tenancy agreement with you for the Leased Premises:

- (a) for a further term of **three (3) years** with an option of **one (1) year**;
- (b) commencing immediately after the current residential tenancy agreement expires;
- (c) at the weekly rent of **\$695.00**; and
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Yours faithfully
 Kim Doble
 Email: kim.doble@communities.wa.gov.au

I/We, _____
 (insert name/s)

hereby accept the Offer made by the Housing Authority in this letter to take a lease of the Leased Premises on the terms and conditions set out in this letter and acknowledge that, in doing so, a binding lease will be created between me/us and the Housing Authority

Owner Employment	
Is the Owner (or their partner or spouse) an employee of the State Government of Western Australia or a Member of the Parliament of Western Australia?	
_____ Signature:	_____ Signature:
Name:	Name:
Date:	Date:

REGULATION 30 LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996

30. Dispositions of property excluded from Act s. 3.58

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

(a) the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —

(i) its market value is less than \$5 000; and

(ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;

or

(b) the land is disposed of to a body, whether incorporated or not —

(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

or

(c) the land is disposed of to —

(i) the Crown in right of the State or the Commonwealth; or

(ii) a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or

(iii) another local government or a regional local government;

or

(d) it is the leasing of land to an employee of the local government for use as the employee's residence; or

(e) it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or

(f) it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or

(g) it is the leasing of residential property to a person.

11.3 ADMINISTRATION OFFICE CHRISTMAS CLOSURE

Location:	N/A
Proponent:	N/A
Date of Report:	14 October 2022
Business Unit:	Strategy and Governance
Responsible Officer:	Bob Jarvis - Chief Executive Officer
Author:	Anita Finn - Executive Assistant
Disclosure of Interest:	Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

To seek Council's endorsement for the closing of the Shire Administration Office during the Christmas and New Year break from 2:00pm on Friday 23 December 2022 and to reopen on Tuesday 3 January 2023.

BACKGROUND

Previously, Council has authorised the closure of the Shire Administration office during the Christmas and New Year period.

COMMENTS

Christmas Day and Boxing Day public holiday fall on Sunday 25 December 2022 and Monday 26 December 2022, therefore Tuesday 27 December 2022 is a gazetted public holiday, meaning that staff would return to work on Wednesday, 28 December 2022 for 3 days.

Over the past year it has been recognised that on many occasions Council staff have gone above and beyond what has been required of them. As the CEO I would like to provide Council staff with the extra day off. With Monday, 2 January 2023 being the gazetted public holiday for New Year's Day, this would mean staff would return to work on Tuesday 3 January 2023.

Staff will be required to take a total of 2 days accrued leave. If a staff member has no accrued leave, the time off would be leave without pay.

If approved, the closure would be advertised in the three Local Newsletters, Shire of Gnowangerup Website and the administration answering machine.

CONSULTATION

Raised with Councillors at the Councillor and Executive Workshop on the 12 October 2022.

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

IMPACT ON CAPACITY

No work or service delivery would take place between Christmas and New Year. Emergency contacts will be advised in notices and on the Shire's answering machine.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council can decline to close the Shire Administration office during Christmas and New Year. The office will need to be staffed by two people.

CONCLUSION

It is not often that Council has the opportunity to reward staff and it is therefore proposed that Council endorses the closing of the Council administration office during the Christmas and New Year break. One benefit of endorsing the closing is a one-off significant reduction in the Shire's leave liability. There are fewer customers during this period, and therefore the community is not adversely affected.

VOTING REQUIREMENTS

Simple majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr G Stewart

1022.121 That Council

Endorses the closure of the Shire Administration Office from 2:00pm on Friday 23 December 2022 to reopen on Tuesday 3 January 2023.

UNANIMOUSLY CARRIED: 8/0

11.4	<u>COUNCIL MEETING DATES 2023</u>
Location:	N/A
Proponent:	N/A
Date of Report:	14 October 2022
Business Unit:	Strategy and Governance
Responsible Officer:	Bob Jarvis - Chief Executive Officer
Author:	Anita Finn - Executive Assistant
Disclosure of Interest:	Nil

ATTACHMENTS

Council Meeting Calendar 2023

PURPOSE OF THE REPORT

To consider the dates for Ordinary Council meetings to be held in 2023.

BACKGROUND

Council's Ordinary meetings are generally held on the fourth Wednesday of the month, excluding January, commencing at 3:30pm at the Council Chambers, 28 Yougenup Road, Gnowangerup WA 6335.

Exceptions are:

- February meeting: scheduled for the third Wednesday in February
- December meeting: scheduled for the second Wednesday in December

COMMENTS

It is the Officer's recommendation that Ordinary Council meetings be held on the following dates:

Wednesday 15 February 2023
Wednesday 22 March 2023
Wednesday 26 April 2023
Wednesday 24 May 2023
Wednesday 28 June 2023
Wednesday 26 July 2023
Wednesday 23 August 2023
Wednesday 27 September 2023
Wednesday 25 October 2023
Wednesday 22 November 2023
Wednesday 13 December 2023

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Administration) Regulations 1996

Regulation 12 Publication of meeting details (Act s. 5.25(1)(g))

(1) In this regulation —

meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

(2) The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —

a) ordinary council meetings;

b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

(3) Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government’s official website as soon as practicable after the change is made.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

IMPACT ON CAPACITY

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

Moved: Cr R O’Meehan

Seconded: Cr R Kiddle

1022.122 That Council:

1. Sets the Ordinary Council Meeting Dates for 2023 as follows:

Wednesday 15 February 2023

Wednesday 22 March 2023

Wednesday 26 April 2023

Wednesday 24 May 2023

Wednesday 28 June 2023

Wednesday 26 July 2023

Wednesday 23 August 2023

Wednesday 27 September 2023

Wednesday 25 October 2023

Wednesday 22 November 2023

Wednesday 13 December 2023

2. Directs the CEO to publish the meeting details on the Shire’s website.

UNANIMOUSLY CARRIED: 8/0

COUNCIL MEETINGS

2023



Councillor and Executive Workshop



Information Briefing Session & Ordinary Council Meeting

JANUARY							FEBRUARY							MARCH						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
						1			1	2	3	4	5			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28						27	28	29	30	31		
30	31																			

APRIL							MAY							JUNE						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
					1	2	1	2	3	4	5	6	7				1	2	3	4
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30		

JULY							AUGUST							SEPTEMBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
					1	2		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	
31																				

OCTOBER							NOVEMBER							DECEMBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
						1			1	2	3	4	5					1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			

Public Holidays

11.5	LOCAL GOVERNMENT REFORMS PROPOSED FOR 2023 – VOLUNTARY PATHWAY CONSIDERATION
Date of Report:	17 October 2022
Business Unit:	Strategy and Governance
Officer:	Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Copy of a letter (dated 20 September 2022) to the CEO from the Minister for Local Government regarding proposed changes to legislation to reform Local Government

PURPOSE OF THE REPORT

Council’s consideration of an offer from the Minister for Local Government to take a voluntary pathway option to adopt electoral and representation reforms, and advise the Department of Local Government, Sport and Cultural Industries of its resolution by the 28th October 2022.

BACKGROUND

The Minister for Local Government, the Hon. John Carey MLA announced in July of 2022 that he would be introducing significant reforms to local government in Western Australia in 2023 by making amendments to the Local Government Act 1995.

As part of those reforms, the minister has announced there will be new requirements to provide for;

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.
- The Minister has acknowledged that this reform will require some local governments to:
- Reduce the number of elected members on council in accordance with
- population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor
- or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

At the recent Western Australian Local Government Association Annual Convention, the minister announced that he would consider reductions to five or seven councillors for level 3 and level 4 Councils.

The Minister has asked local governments that are likely to be affected by these changes to voluntarily commit to the proposed changes, and the pace of change for reducing the number of Councillors over a two-election cycle, by advising the Department of that commitment by the 28 October 2022 recognising that the commitment will be high level.

COMMENTS

A discussion about this opportunity was held at the Councillor and Executive Workshop on the 12th October 2022 where it was generally agreed that the Council's preference would be for a reduction to seven spread over two elections. That is a reduction to eight in 2023, and a reduction to seven in 2025.

The Shire has already abolished wards so there is no requirement for a ward review. Only local governments with wards are required to carry out a periodic review.

CONSULTATION

The matter was discussed at the Councillor and Executive Workshop on the 12th October 2022.

LEGAL AND STATUTORY REQUIREMENTS

The proposed changes will be passed in to law in 2023 by an Amendment Act which will see the changes included in the Local Government Act 1995, and any Regulations affected by those changes.

Schedule 2.2 Part 6 (1) specifies that mandatory reviews of wards are required by those Local Governments that have wards:

6. Local government with wards to review periodically

(1) A local government the district of which is divided into wards is to carry out reviews of —

(a) its ward boundaries; and

(b) the number of offices of councillor for each ward,

from time to time so that not more than 8 years elapse between successive reviews

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There will be a reduction in sitting fees and other allowances as a result of the reduction in Councillor numbers.

STRATEGIC IMPLICATIONS

Potentially a reduced engagement with the community by elected councillors

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council could choose the other option described in the minister's letter which says:

Alternatively, it is intended that the Amendment Act will provide for all changes to be implemented through reform elections in 2023. This pathway would provide that all of the council's offices can be declared vacant, all wards can be abolished (if applicable), and the number of council offices would be set based on the reform proposals.

CONCLUSION

The changes appear to be inevitable (subject to them being passed by Parliament) and the option of volunteering to change might well give the Council some control over its own destiny by seeking to have the number of Councillors reduced over two elections.

The Minister has intimated as much in his letter:

It is also intended that the Amendment Act will contain provisions for the Reform Election Pathway to apply if a local government:

Does not advise of an intention to follow the Voluntary Pathway, or

Decides to follow the Voluntary Pathway, but does not suitably complete a Ward and Representation Review by the dates outlined in this letter.

VOTING REQUIREMENTS

Simple majority

COUNCIL RESOLUTION

Moved: Cr G Stewart

Seconded: Cr M Creagh

1022.123 That Council:

1. Advises the Department of local Government Sport, and Cultural Industries (the Department) that it chooses the Voluntary Pathway for Local Government Reform, outlined by the Minister for Local Government in his letter to the Shire dated 20th September 2022, by advising that it will reduce the number of Councillors for the Shire of Gnowangerup from nine to seven over two elections:

- **with a reduction to eight for the 2023 election**
- **with a reduction to seven for the 2025 election**

and:

2. advises the Department that the Shire of Gnowangerup is not divided in to wards and therefore a ward review is not required.

and:

3. Would appreciate any advice that the Department can provide in advancing the resolutions in (1) and (2)

UNANIMOUSLY CARRIED: 8/0



Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our Ref: 78-08502 (Category 5)

20 September 2022

Dear Local Government Chief Executive Officers

MEMORANDUM TO CHIEF EXECUTIVE OFFICERS
LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS
(CHANGES TO COUNCIL SIZE)

On 3 July 2022, I announced the final package of proposed local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement, new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.

Work on a Bill to amend the *Local Government Act 1995* (the Act) is ongoing, and a Bill is expected to be introduced into Parliament in early 2023.

Many of the reform proposals related to council representation are based on recent trends, and are intended to provide greater consistency between districts. Accordingly, for more than half of all local governments, the reforms will not require any specific change to the size or structure of the council.

However, the reform proposals do require some local governments to:

- Reduce the number of elected members on council in accordance with population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

The Amendment Act will also provide that optional preferential voting will apply for all local government elections. As you may know, optional preferential voting means that all electors have the choice to number preferences for as many or as few candidates as they wish to.

I appreciate the significant interest in the reform proposals, and transitional arrangements for the upcoming 2023 ordinary elections. Many councils have expressed a proactive intent to implement reforms as early as possible.

Level 7, Dumas House, 2 Havelock Street, West Perth, WA, 6005
Telephone: +61 8 6552 5300 Facsimile: +61 8 6552 5301 Email: minister.carey@dpc.wa.gov.au

I also acknowledge that, for some local governments, it may be desirable to implement changes to the size of the elected council over two ordinary election cycles.

The Department of Local Government, Sport and Cultural Industries (DLGSC) has completed an initial review, and identified that your local government may need to reduce the number of council members under the proposed reforms.

As you would know, the Act already provides that local governments may initiate proposals to change the size or structure of the council. Accordingly, I write to advise of two pathways your local government may consider for making these election transition arrangements.

Voluntary Pathway

Your local government may decide to implement these changes on a voluntary basis. This pathway will require the council to make the steps outlined below, and could involve staging any larger changes in the number of councillors over two ordinary elections. This pathway provides the greatest possible lead time to plan for next year's ordinary elections.

If your council wishes to undertake this process, it should, by 28 October 2022:

- Advise the DLGSC of its intention to undertake a voluntary process. This advice should include a high-level plan outlining the potential changes to be implemented for the ordinary elections to be held in 2023 (and in 2025, if applicable); and
- Initiate a Ward and Representation Review to determine the specific changes to the structure of the council for the 2023 and 2025 ordinary elections, to be completed by 14 February 2023.

I appreciate that significant effort is required to complete a Ward and Representation Review. The Ward and Representation Review would need to be initiated ahead of the 28 October 2022 date, and finalised by 14 February 2023, to ensure that the timeframes set out in the Act can be practically met. While the Ward and Representation Review can consider the size of the council, and any wards, any changes should not diverge from the proposed reforms.

Further information is attached to this letter to assist with this process.

Reform Election Pathway

Alternatively, it is intended that the Amendment Act will provide for all changes to be implemented through reform elections in 2023. This pathway would provide that all of the council's offices can be declared vacant, all wards can be abolished (if applicable), and the number of council offices would be set based on the reform proposals.

Elections would then be held to fill all council offices, with a split between two and four year terms as might be necessary to re-establish an ordinary election cycle. For local governments in band 1 or 2, the newly-elected council would then be able to consider whether to establish new wards through a future Ward and Representation Review.

Your local government may specifically decide to follow the Reform Election Pathway. If this is the council's intention, I request that you advise the DLGSC by 28 October 2022.

It is also intended that the Amendment Act will contain provisions for the Reform Election Pathway to apply if a local government:

- Does not advise of an intention to follow the Voluntary Pathway, or
- Decides to follow the Voluntary Pathway, but does not suitably complete a Ward and Representation Review by the dates outlined in this letter.

Next Steps

In line with the above, I request that your council considers these matters, and provides formal written advice on the preferred pathway to the DLGSC by 28 October 2022. Given the timeframes already established in the Act, no extension to the dates specified in this letter will be possible.

The DLGSC is available to assist with these election transition arrangements. If you require any assistance, please contact Ms Julie Craig, Strategy and Research Officer, on 6552 7300 or at advisoryboard@dlgsc.wa.gov.au.

I have also written a formal letter to the Mayor or President of your local government, which contains the same information as this memorandum. That letter should be received shortly.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

Att: Timeline and steps – local government ward and representation reviews

Timeline and steps – local government ward and representation reviews

The following steps will need to occur to allow all required local governments to meet the **30 June 2023** timeframe of publication in the Government Gazette of any proposed ward and representation review changes, ahead of the October 2023 local government elections. Please note that all stages that are currently followed for ‘regular’ reviews are included below.

Table 1 includes suggested timeframes which will need to be considered by all local governments that will be required to undertake a review ahead of the October 2023 elections.

All local governments should aim to have their completed reviews submitted to the Local Government Advisory Board (the Advisory Board) by no later than **14 February 2023**.

Table 1 – proposed timeframes for local government actions

Due date (latest possible)	Requirements/actions
28 October 2022	Council resolves to undertake a ward and representation review A comprehensive discussion paper is developed
December 2022	Completion of six-week consultation period
December 2022 - January 2023	Draft review report is prepared, considered and adopted by council
14 February 2023	Formal review report is submitted to the Advisory Board

Please note that the above dates are suggestions only, as each council will have to consider their own calendars for their monthly meetings. It is also possible that some affected councils will have an earlier meeting in December 2022, and then no meeting in January 2023. This is why mid to late December 2022 is suggested as the date by which the draft review report should be considered by council.

Table 2 - Ward and representation review process – for local governments

	Existing requirements/actions	Timeframe
1	The council resolves to undertake a ward and representation review	Variable
2	A comprehensive discussion paper is developed	Variable
3	Council advertises that it is conducting a review and the associated public submission period opens (minimum 6 weeks)	6 weeks
4	The discussion paper is made available to the community for consideration, and public submissions are invited on the matter	
5	Public submission period closes	
6	The Council assesses all submissions, considers options for change against the relevant factors to be considered, and drafts a report, which includes their decision, for the Local Government Advisory Board (the Advisory Board)	Variable
7	The formal report is presented to Council on the outcome of the public submissions and the proposed ward and/or boundary changes	Variable
8	Council resolves to adopt the report to the Advisory Board	Variable
9	The preferred option is submitted to the Advisory Board via the formal report, for the Board's consideration and recommendation	Variable
10	The Advisory Board considers the council's review report, and a recommendation is submitted to the Minister, which can either be accepted or rejected	Variable

11.6 REQUEST FOR VARIATION TO SANDALWOOD RD WORKS

Location:	Sandalwood Rd
Proponent:	N/A
Date of Report:	14 th October 2022
Business Unit:	Infrastructure
Officer:	Damon Lukins - Manager of Works
Disclosure of Interest:	Nil

ATTACHMENT

Nil

PURPOSE OF THE REPORT

To consider changing the proposed Sandalwood Rd Reseal to Sandalwood Rd Resheeting.

COMMENT

After an initial investigation of the road condition, it was discovered that a gravel section of Sandalwood Rd (SLK 9.0 to SLK 12.0) had deteriorated substantially. This section of road has poor drainage, requires pavement rehabilitation and vegetation clearing. The road mainly consists of fine laterite clayey gravel which becomes dangerous when wet, especially on downhill sections.



Although the reseal will eventually be necessary, the officer believes that the resheet is more of a priority. In addition, the reseal requires more consideration. The box culverts are in need of repair and the road raised to accommodate drainage. This will require design preparation and detailed investigation.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

If endorsed, the Officer's Recommendation will have a nil financial impact as the proposal is to change the Project. The breakdown of the two Projects will vary slightly as noted below:

GL: 38104	Sandalwood Road Reseal	\$
	Salaries and Wages	3,303
	Materials	95,500
	Overheads	4,638
	Plant Operating Costs	1,550
	TOTAL	104,991
GL: 38104	Sandalwood Road Re-sheet	\$
	Salaries and Wages	33,968
	Materials	26,000
	Overheads	4,814
	Plant Operating Costs	40,207
	TOTAL	104,991

STRATEGIC IMPLICATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The recommendation is to reallocate the Sandalwood Rd reseal funds to gravel resheet the aforementioned section of road.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr R O’Meehan

1022.124 That Council

Approves the changing of the proposed Sandalwood Road Reseal Project to become the Sandalwood Road Re-sheet Project with a nil budget impact.

CARRIED BY ABSOLUTE MAJORITY: 8/0

11.7 COMMUNITY WATER SUPPLY PROGRAM GRANT APPLICATION

Proponent:

Date of Report: 13 October 2022

Business Unit: Works

Officer: Geoff Carberry - Asset and Waste Management Co Ordinator

Disclosure of Interest: Nil

ATTACHMENTS

- Grant Guide lines
- Life Span Costing
- Location Map

PURPOSE OF THE REPORT

For Council to consider making an application to the 2022 funding round of Community Water Supply Program (CWSP).

BACKGROUND

In recent years the Shire has experienced varying levels of rainfall. A number of years water base projects were identified and carried out. These included the Aerodrome Water Harvesting project, Toompup Dam tanks and pump, Magitup Dam repairs and spill way and the tank at the Gnowangerup Shire depot.

A water strategy working group was formed with the Water Strategy Plan being written.

This plan identified the fact that there were very few dry seasons water sources in the north east of the Shire.

This in part will be assisted with the proposed installation of a 250kl tank and dam near the Mindaribin CBH site on Tie Line Road. The Shire was also offered a number of “AA” dams of which only one was deemed suitable for our needs.

Comment

The “Stutley” dam on Moores Dam road is now under the control of the Shire. Whilst it is a relatively small dam it sources water from the road system and during a normal to wet season overflow, resulting in the loss of a valuable resource.

The CWSP grant will allow the installation of a 250kl tank and solar pump which will provide additional long-term water storage in this area. There will be less water lost due to overflow and evaporation. The water will be available for fire suppression, road works and in times of drought farm stock. Having the tank on site allows the Shire to control the outflow whereas the dam is open to public access.

CONSULTATION

Officers from DWER and water Corporation were predominantly involved when the Shire was addressing a severe water shortage in 2019 and 2020. A hydrologist from DPIRD was consulted on the possible projects for the future, and of course a number of meetings of the Water Strategy Working Group were held to discuss future projects.

Council has been given regular updates via items on the Councillor and Executive Workshop agenda.

LEGAL AND STATUTORY REQUIREMENTS

Whilst there is no mandate for local government to be involved in the provision of water for human consumption or for agricultural use, the Local Government Act exhorts local governments to provide good governance for the District. The provision of a water safety net, and a mechanism for providing to farmers information and assistance in using new water technologies is seen as part of the good governance regime.

It is however important for the Shire to let government agencies do the heavy lifting in water supply and to avoid an expectation that the Shire will be the first responder in future water shortages.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Shire has acquired some new water assets but has been prudent in also using grant funds for maintenance and renewal projects at existing assets. Nevertheless, there will be some long-term additional costs for the upkeep of the new assets, albeit partly offset by the extension of the life of existing assets.

By making this application the Shire will be responsible for funding Thirty percent (30%) of the anticipated total project cost of Sixty Thousand dollars (\$60,000).

STRATEGIC IMPLICATIONS

Strategic Community Plan

4.2 Conservation of our natural environment

Deliver water conservation projects for the Drought Communities Relief program

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

The Shire has improved some its major water assets through renewal projects but has also developed new water assets which will require inclusion in the asset management programme for future budget provisions for maintenance and renewal.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr R Kiddle

1022.125 That Council

1. Authorises the CEO to have an application for a Community Water Supply Program grant funding for the Stutley Dam tank and pump project submitted;
2. Acknowledges the anticipated total project cost of \$60,000; and
3. Supports the inclusion of Council funds of up to thirty percent (30%) of the total project cost of \$20,000 as part of the 2023/2024 Draft Budget deliberations if the grant application should be successful

CARRIED: 5/3



Community Water Supply Program

Information for applicants



Department of Water and Environmental Regulation
July 2020

Department of Water and Environmental Regulation
Prime House, 8 Davidson Terrace
Joondalup Western Australia 6027
Locked Bag 10 Joondalup DC WA 6919

Phone: 08 6364 7000

Fax: 08 6364 7001

National Relay Service 13 36 77

dwer.wa.gov.au

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July 2020

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This publication is available at our website www.dwer.wa.gov.au or for those with special needs it can be made available in alternative formats such as audio, large print, or Braille.

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Introduction

What is the Community Water Supply Program?

The Community Water Supply Program is a State Government initiative administered by the Department of Water and Environmental Regulation (the department).

The program's objective is to assist broadacre farming communities in establishing or improving non-potable water supplies. This will reduce reliance on potable water supplies for non-potable needs, increase water available for public amenities, ensure water is available for emergency livestock and firefighting, and better prepare communities for periods of low rainfall. Non-potable water supplies are those that have not been treated to meet drinking water standards.

The focus of the program is to provide assistance to areas that have a history of water deficiency or where on-farm and non-potable community water supplies are unreliable and unable to meet the needs of local landholders or the community.

Funding can be sought for projects that will take advantage of local non-potable water sources for community or emergency farmland use.

Funding support for these projects depends on the nature of the work and the intent of the project.

Key information

How much funding is available?

Up to \$100,000 is available for each project and all funds must be acquitted within two years of award.

When can I apply?

The department's Rural Water Planning team can provide advice on timing of funding rounds. The team can be contacted at ruralwater@dwer.wa.gov.au or 1800 780 300.

How do I submit an application?

Applications should be submitted via email to ruralwater@dwer.wa.gov.au. All applicants will be notified by email confirming that their application has been received. If you do not receive an email within 24 hours after submitting your application, please contact us on 1800 780 300.

Applicants must submit an *Application form* and *Project plan*, using the templates provided. Applications will be returned if they are not submitted in the appropriate templates. At any stage during the assessment process, the department may request further information or clarification from the applicant.

Please contact the Rural Water Planning team to request the latest *Application form* and *Project plan* templates.

Contacts

For all queries please contact the Rural Water Planning team.

Phone: 1800 780 300

Officer: Tracy Calvert, 9841 0122 or 0428 180 240

Email: ruralwater@dwer.wa.gov.au

Website: www.dwer.wa.gov.au

Key criteria

Who can apply?

The following groups are eligible to apply:

- local government authorities.
- community groups that are incorporated bodies.

All applications must have the support of the shire, and the application form must be signed by the shire's president and chief executive officer.

Previous Community Water Supply grant recipients are reminded to make sure they are up to date with all reporting and/or acquittal requirements at the time of application. Applicants with projects that have outstanding progress reports or final reports will not be considered for funding.

Applicants may apply for more than one grant.

Applicants must have an ABN and be a legal entity to be eligible for funding. It is not essential that applicants are registered for GST; however, it is important to note that you will not be able to claim GST if not registered. This will be taken into consideration during the assessment process.

Who can't apply?

The following entities are not eligible to apply but may partner with eligible applicants:

- State Government agencies
- businesses
- tertiary education institutions
- individuals.

What areas are eligible for funding?

The table below identifies shires that are eligible to apply under the program:

Eligible areas					
Albany	Corrigin	Goomalling	Lake Grace	Nungarin	Wagin
Beverley	Cranbrook	Greater Geraldton	Merredin	Perenjori	Wandering
Boddington	Cuballing	Irwin	Mingenew	Pingelly	West Arthur
Boyup Brook	Cunderdin	Jerramungup	Moora	Plantagenet	Westonia
Brookton	Dalwallinu	Katanning	Morawa	Quairading	Wickepin
Broomehill-Tambellup	Dandaragan	Kellerberrin	Mt Marshall	Ravensthorpe	Williams

Eligible areas					
Bruce Rock	Dowerin	Kent	Mukinbudin	Tammin	Wongan-Ballidu
Carnamah	Dumbleyung	Kojonup	Narembeen	Three Springs	Woodanilling
Chapman Valley	Esperance	Kondinin	Narrogin	Toodyay	Wyalkatchem
Chittering*	Gingin*	Koorda	Northam	Trayning	Yilgarn
Coorow	Gnowangerup	Kulin	Northampton	Victoria Plains	York

*The communities in the Chittering and Gingin shires are only eligible if they are east of the Brand Highway

What are the priority funding objectives?

For a project to be considered, it must provide clear benefits to the community. The priority funding objectives for the program are to provide non-potable water supplies to:

- increase public amenities through the irrigation of open spaces, such as ovals, gardens and parks
- establish or upgrade strategic emergency farm water supplies for livestock
- reduce reliance on scheme water.

How much co-contribution must applicants make?

Applicants must contribute a minimum of 30 per cent of the total project cost. Greater co-contribution ratios will be held in higher regard. This contribution may include in-kind funding.

Some examples of in-kind contributions include the use and operation of specialised equipment (for example, earthmoving equipment) and technical, professional and expert services (such as the use of shire engineering staff and works crews).

Funds received from other government funding programs cannot be used to satisfy the Community Water Supply Program co-contribution requirement.

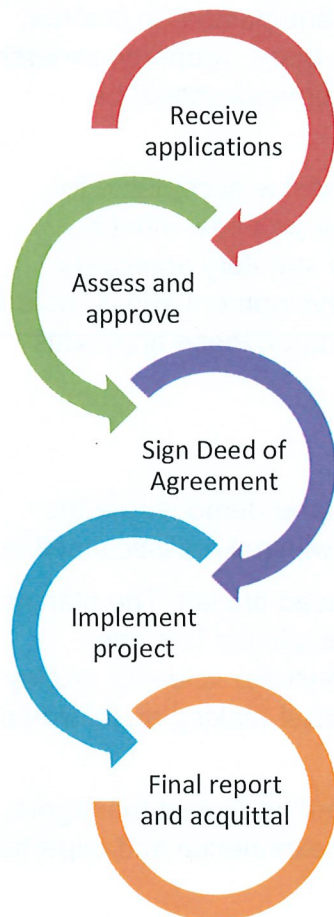
Who is responsible for ongoing operation and management of infrastructure purchased through program funding?

The department will not be responsible for the ongoing operation, management and associated costs of infrastructure purchased with program funds. To be eligible for funding, applicants must explain how they will meet ongoing operation and management requirements, and any necessary agreements must be in place.

It is important that community water supplies are maintained following the completion of the project. Where appropriate, the department recommends that projects consider systems to monitor usage and allow for user payments towards ongoing maintenance costs.

Application information

Applicants are required to contact the department to discuss the proposed project prior to applying. The level of detail required in applications is dependent on the complexity and nature of the proposed project.



Step 1: Applicants submit an *Application form* and *Project plan* to the department using the standard templates. Templates can be accessed on request from the Rural Water Planning team: ruralwater@dwer.wa.gov.au or 1800 780 330.

Step 2: The application is assessed for eligibility, benefits, cost and risk. A recommendation is made to the Minister for Water. Successful and unsuccessful applicants will be advised accordingly.

Step 3: A Deed of Agreement is negotiated between the department and the applicant. The deed includes project timelines and schedules.

Step 4: Project delivery is tracked against the Deed of Agreement. Milestone payments are made dependent on evidence of completed work as agreed in the deed.

Step 5: A closing report is submitted to the department and, provided all requirements are met, the final payment is made.

Project feasibility

It is important to consult the department in the conceptual stages of the project to ensure it will meet the expectations and objectives of the community and the government. The level of planning required for a project will depend on the complexity, budget and location of the proposed works.

Suitable sites for proposed works should be identified and tested to ensure they will meet all design requirements and specifications. Field investigations will assist in decision-making and should inform final designs. For projects affecting dams, it is essential that the structure is sound and represents no threat to public safety.

Geotechnical site investigations may need to include:

- the drilling of proposed dam sites
- soils and materials testing
- groundwater investigations
- topographical surveys.

Subsurface investigations may be needed to provide information on soils, construction materials, geology and water table elevations. Where required, drilling and pit testing results should be presented on a plan view and plotted on profiles. Other information such as aerial photography, topographic maps, property ownership details, previous project plans, local surveys and legal documents should be presented.

Detailed final designs are not required in the application and it is acceptable for preliminary budget estimates to be provided. However, your proposal must be technically feasible and the cost realistic. The need for any statutory approvals should be clearly identified in the early stages of project development and, should the grant application be approved, payment will be conditional upon these approvals being obtained prior to implementation.

Project planning and management

The application must show evidence of adequate planning and demonstrate the applicant's capacity to implement and manage the project within a realistic timeline.

The proposal must include a plan and budget for the proposed project. The plan must demonstrate that the delivery of the project from start to completion has been carefully considered. The plan and budget must also demonstrate value for money and include a sufficient level of detail and explanation to assist making an informed financial decision.

The applicant must demonstrate that all key personnel including project managers, consulting experts and technical/operational staff have the experience and expertise required to deliver the project.

Community involvement

An important component of the Community Water Supply Program is the requirement for local community consultation in the planning and implementation of the project.

The shire must be included in the development of the funding proposal, as they are required to endorse the application.

Your application needs to show:

- who you have engaged in developing the proposal (this may include project partners)
- how it has or will engage the community (this may include project partners)
- an estimate of participant numbers at proposed activities

- communication and marketing activities associated with the promotion of the project
- how the project will be accessible to participants and communities, or to a specific target group.

Partnerships

Projects that involve partnership with other organisations will be highly regarded.

A partnership refers to an arrangement where a second organisation (not the applicant) contributes something toward the project including cash or in-kind contributions. Examples of potential partners include local government authorities, government agencies, non-government organisations, education institutions or community groups.

A letter of commitment from each identified partner outlining the contributions they have agreed to provide must accompany the application.

Consortium arrangements

A consortium consists of two or more organisations that work in partnership to share responsibility, resources and outcomes for the proposed project.

A consortium must nominate a lead organisation, which will be the applicant organisation. The applicant organisation must be eligible to apply. It must take responsibility for the management and delivery of the project and the conduct of personnel delivering the associated services.

The participating organisations will need to agree how the consortium will operate, including how the project activities will be delivered by partners across different locations.

Other grant applications

Applicants must disclose the details of other grant applications for the same project (area and/or activity).

After applying, if you are successful with other grant applications, you are required to notify the department immediately as part of your assessment. You will need to provide evidence of these funding sources and the project activities they relate to.

Consultants and contractors

Grant funds can be used to engage consultants and contractors for specialist activities and tasks within the project that applicants would not otherwise have the capacity to deliver.

Where known, applications should include the name and qualifications of the consultant(s) or contractor(s) and detail the scope of their activities and how their involvement will contribute to the project's successful delivery.

Supporting material

Applicants should ensure that all supporting material referred to in the application is attached to the *Application form* including:

- A clear, comprehensive budget.
- Signed letters of commitment from individuals and organisations who have agreed to make a tangible contribution (cash or in-kind) to the proposed project. Please note, these contributions must be identified in the letter and must match items in the project plan and budget.
- Signed letters of commitment from individuals and organisations who are supportive of the proposed project.
- Maps, diagrams and photos as appropriate.

Project implementation

The department may require detailed plan specifications for large-scale or complex infrastructure. In these circumstances, the final design and specification documents will need to be submitted to the department for approval prior to the commencement of any on-ground works.

All plans should establish the technical requirements of the proposed works and be adequate for contracting. The costs associated with the work should be included in the initial budgeting estimates.

Application assessment

The department will use the information provided in individual applications to determine a project's eligibility and priority for funding.

Applications will be assessed and prioritised according to eligibility, benefits, cost and risk.

Eligibility assessment

Applications will be assessed in line with the following criteria:

- Climate change: greater weight will be given to project proposals in areas that are significantly affected by climate change. The assessment of applications will take into consideration trends in declining rainfall and the shire's history of [water deficiency declarations](#).
- Availability and reliability of scheme water supplies: weight will be given to applications depending on the availability of scheme water, including the reliability and cost of this supply.
- Shire water management strategy: greater weight will be given to projects that align with the shire's water management strategy (or a similar strategic planning document).
- Community engagement and support: weight will be given according to the level of support for the project from the community.
- Water deficiencies and livestock: greater weight will be given to areas with a history of water deficiency declarations and water carting for livestock.

Benefit assessments

The assessment will consider the benefits the project provides to the community and the state as outlined in the *Application form* and *Project plan*.

Recognised benefits will include the project's:

- contribution to water security of the town now and into the future
- reduction in reliance on scheme water supplies and associated cost benefits
- improvement to emergency water supplies for farms and firefighting
- contribution to public amenities including watering of parks, gardens and public open space
- value for money.

Risk assessment

Applications will be assessed to determine the level of risk associated with funding the project. The risk factors that will be considered are those that may prevent the project from being delivered on time and budget, or impact its quality.

Information provided in the *Application form* and *Project plan* will be used to determine the project's level of risk, including:

- feasibility and design work which demonstrates the suitability of the project site selection and the viability of proposed infrastructure
- timelines, plans and work breakdown
- demonstrated project management capability
- evidence of clearances and approvals
- evidence of endorsement and support for the project
- budgets
- commitments to ongoing maintenance and operational costs.



Community Water Supply Program

Project plan

This *Project plan* needs to be submitted to the department along with the completed *Application form* and any relevant supporting attachments for your application to be assessed. The plan must be completed using this template; failure to use the template will result in applications being returned. This plan forms part of the documentation that is a requirement for project approval by the Minister for Water.

The level of detail required is based on the complexity of the proposed project. It is recommended that you discuss your proposal with the Department of Water and Environmental Regulation's Rural Water Planning team in as early as possible in this process.

Please note: all blue text is instructional only and should be removed when completing the template.

1. Scope

1.1 Project description

Provide a description of the project and its components (e.g. construction of new tanks or dams). Provide details if the project receives funding from other sources.

1.2 Purpose

Describe the purpose of the project.

1.3 Benefits

Describe the benefits of the project, including social, economic and environmental.

1.4 Design

Provide a detailed design for the project. This may include, but is not limited to, design drawings, specifications tables, and material lists. This information may be provided as attachments which must be referred to in this section. All components of the proposed works and infrastructure to be installed should be detailed.

1.5 Project location

A map of the project location must be provided either in this section or as an attachment. If attached, the name of the attachment must be referred to in this section. Please also complete the table below.

Location	
----------	--

Address	
Cross roads	
Coordinates	

1.6 Out of scope

Describe any aspects of the proposed works and infrastructure that are not part of this proposal.

2. Feasibility

In this section, you must demonstrate the feasibility of the project. This section should be discussed with the department and may include:

- details of site investigations
- the adequacy of the site to meet proposed project design requirements and specifications
- examples of previous similar successful projects
- statutory obligations
- test drilling/pit results – depth, soil testing, foundation design or stability analysis
- rainfall and evaporation data
- catchment and runoff data
- hydrological investigations (for groundwater resources) – yields, aquifer type, water balance
- topographic survey data – contour maps, datum
- dam design capacities and specifications; spillway design
- Other infrastructure specifications – pumps, bores, tanks, pipelines – including calculations and location details

The level of reporting and field investigations required should be discussed with the department during the early development or conceptual stages of the project.

3. Project timeline and works breakdown

A detailed timeline of works and major milestones should be provided in this section. This may be provided as an attachment and the name of the attachment should be referenced in this section. Preferably this will be provided in the form of a Gantt chart. It must include a breakdown of works to be completed, including who will be responsible for each job.

4. Budgets

- Specify all sources of funding including cash and 'in-kind' contributions.
- Clearly indicate funding requested.
- Clearly describe how costs have been estimated.
- Provide written quotes for all items (those over \$10,000 must be well explained). Attach all quotes to the application and refer to them in this section.

Budget – project cost breakdown (exclusive of GST)

Work item number	Work description (including costs per hour or unit) <i>Example provided</i>	Applicant cash contribution	Applicant in-kind contribution	CWSP grant	Total
1	Earthworks to excavate 2500 m ³ dam (@ \$X/m ³)				
2	Supply 2.0 km of DN200 mm PE/PVC lilac 'reclaimed water' arterial pipeline (@ \$X/m)				
3	Excavate trench and bury pipeline using shire earthmoving equipment (In-kind contribution @ \$X/m)				
4	Supply 2 x 250 kL steel water storage tanks (@ \$X per unit)				
Total					

5. Maintenance and ongoing operational costs

Provide details of the ongoing maintenance and operational costs of the installed infrastructure, including who will be responsible for carrying out the maintenance. Any agreements should be attached and referenced here.

6. Procurement plan

Provide details of the procurement processes that will be undertaken for the proposed works, goods and services related to the project proposal.

7. Roles and responsibilities

Provide details of the roles and responsibilities for this project. This must include details of project management responsibilities and résumés for key technical and management personnel.

8. Environmental considerations

Detail any environmental risks for the project and actions being taken to mitigate these.

9. Clearances, approvals and agreements

Detail all clearances, approvals and agreements that have been obtained.

Detail all clearances, approvals and agreements that still need to be obtained and provide a plan for those that are still outstanding.

Provide details of affected landholders and written evidence of agreements.

10. Community support

Detail the level of community support for this proposal, and describe how level of support has been determined. Provide any written supporting documentation as an attachment, and reference it here.

11. Risks

Identify risks and their management. A minimum of three risks and no more than seven should be identified in this section.

12. Application endorsement

Local government support for the project. By signing this form you are confirming that your local government is supportive of this application.

Local government name	
Name of CEO	
Signature of CEO	
Date	
Name of shire president	
Signature of shire president	
Date	

Solar Pump and Tank Long Term Costings.

Item	Initial Cost	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Solar Array	\$ 9,860										
Solar Controller	\$ 3,370										
Solar Submersible Pump and Motor	\$ 2,800										\$ 2,800
Low level Sensor	\$ 215										
Stainless Wire	\$ 120					\$ 120					\$ 120
Level Sensor Cable	\$ 175										
Motor Cable	\$ 1,100										
Flow switch	\$ 55										
Poly Pipe	\$ 5,100										
Misc Hardware	\$ 200										
	\$ 22,995	\$ -	\$ -	\$ -	\$ -	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 2,920

Tank & Liner	\$ 22,000										
Earth Works	\$ 15,000										
Monitoring Costs		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Yearly Cost	\$ 59,995	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,620	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 4,420

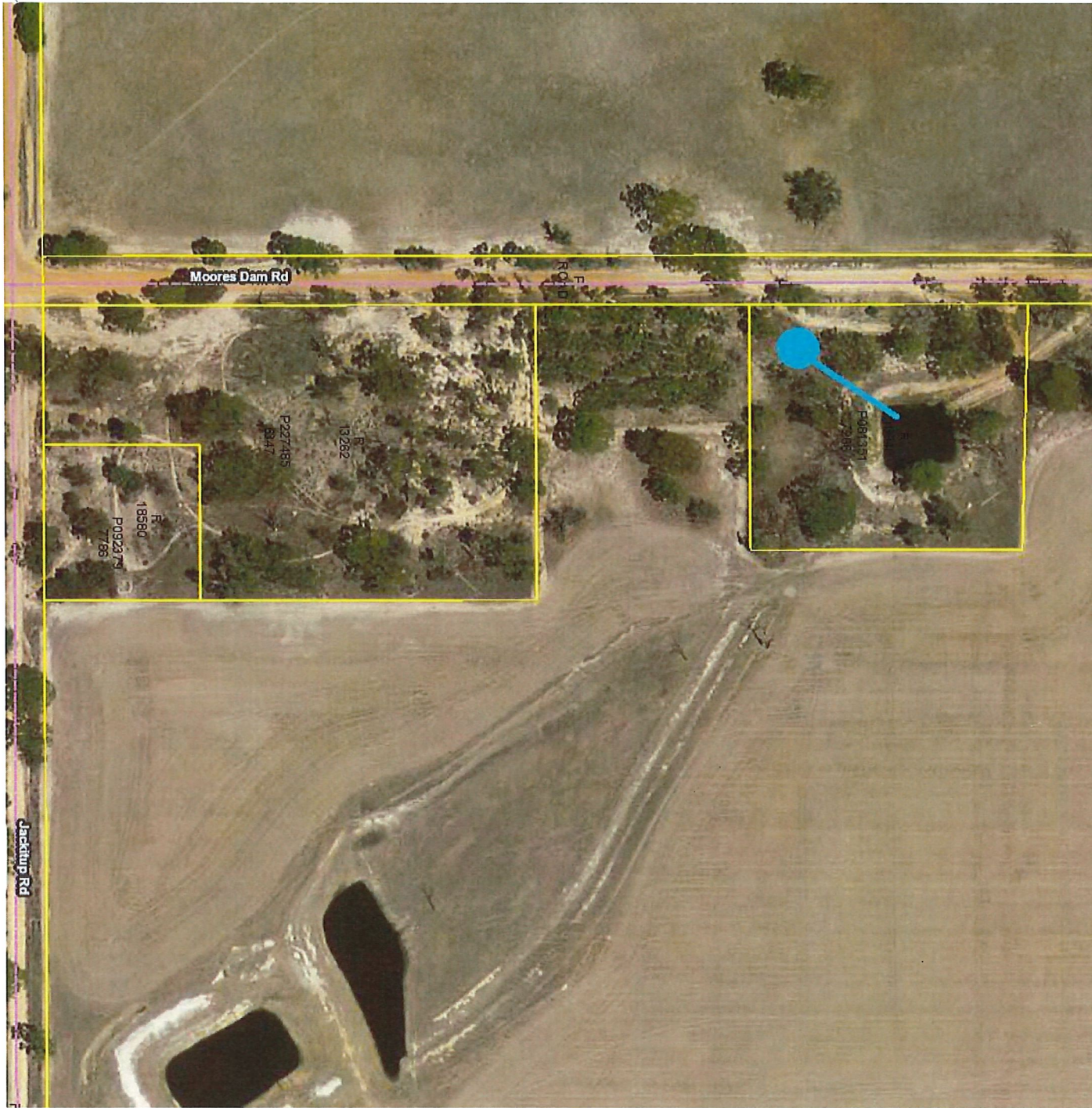
Item	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20
Solar Array					\$ 9,860					
Solar Controller										\$ 3,364
Solar Submersible Pump and Motor										\$ 2,800
Low level Sensor										\$ 210
Stainless Wire					\$ 120					\$ 120
Level Sensor Cable										\$ 165
Motor Cable										\$ 1,100
Flow switch										\$ 42
Poly Pipe										\$ 5,025
Misc Hardware										\$ 200
	\$ -	\$ -	\$ -	\$ -	\$ 9,980	\$ -	\$ -	\$ -	\$ -	\$ 13,026

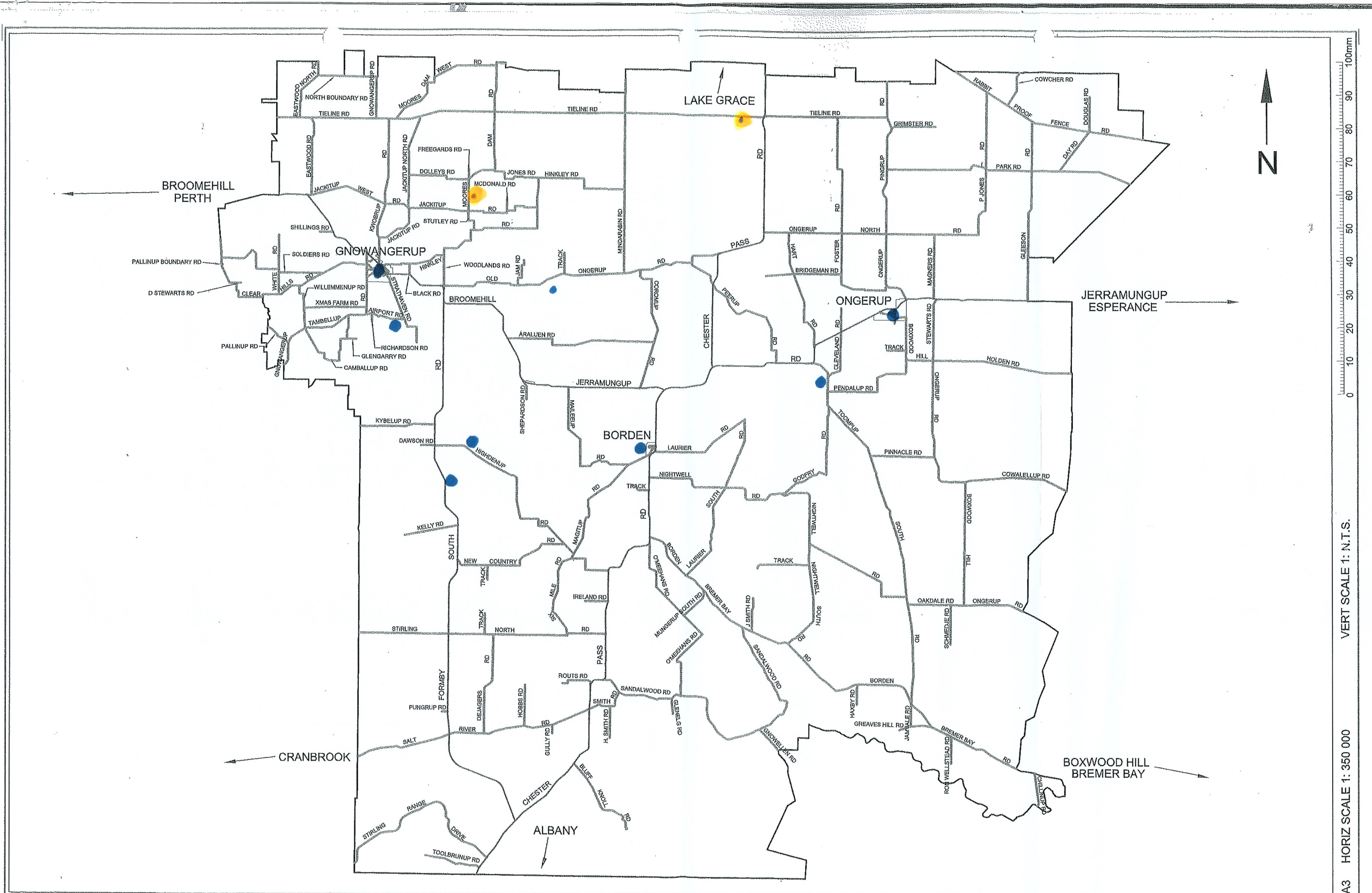
Tank & Liner										\$ 9,500
Monitoring Costs	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Yearly Cost	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 11,480	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 24,026

20 Year cost if Shire is responsible for replacements \$ 65,546.00
 Annual Allocation \$ 3,277.30

Above figures based on current quotes

- Assumptions
- All major components have a 20 year life span
 - Solar array has 15 year life span
 - Yearly monitoring allows for visits by staff and plant costs
 - Tank Liner replaced at 20 years not complete tank
 - Depreciation costs not included over yearly amounts





100mm
 90
 80
 70
 60
 50
 40
 30
 20
 10
 0
 VERT SCALE 1: N.T.S.
 A3 HORIZ SCALE 1: 350 000


 Minutes SHIRE OF GNOWANGERUP

No	AMMENDMENT	DATE	SIGN

GNOWANGERUP SHIRE

SURVEY BY: L. Carnall 20/08/2003
 DESIGN BY: L. Carnall 20/08/2003
 APPROVED:

Ordinary Council Meeting 26 October 2022

MAP03-003

11.8	LIST OF SEPTEMBER 2022 ACCOUNTS FOR PAYMENT AND AUTHORISATION
Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	19 October 2022
Business Unit:	Corporate and Community Services
Responsible Officer:	Cherie Delmage – Deputy Chief Executive Officer
Author:	Cherie Delmage – Deputy Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

1. List of Payments for September 2022

PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of September 2022.

BACKGROUND

Nil

COMMENTS

The List of Payments for September 2022 covering the period 01/09/2022 to 30/09/2022 is as follows:

FUND	AMOUNT
Municipal Fund	\$564,570.15
Credit Card	\$ 1,156.12
TOTAL	\$565,726.27

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996 Regulation 12 states that:

- (1) *A payment may only be made from the municipal fund or the trust fund —*
 - (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*

POLICY IMPLICATIONS

Purchasing Policy 4.1

Corporate Credit Card Policy 4.4

FINANCIAL IMPLICATIONS

All payments are in line with the Adopted Budget or have been approved by Council as a Budget Amendment.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Organisation

Community Priority:

Forward planning and implementation of plans to achieve strategic priorities.

Action: Performance against commitments made.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Financial Sustainability
Consequence Rating	Catastrophic
Likelihood Rating	Unlikely
Acceptance Rating	Acceptable
Risk Acceptance Criteria	Risk Acceptable with adequate controls

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

That Council receive and approve the September 2022 List of Payments as per the Officer's Recommendation.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr R O'Keeffe

1022.126 That Council:

Receives and approves the payment of accounts for September 2022 consisting of:

- **EFT19098 – EFT19201 totalling \$391,022.94;**
- **Superannuation and Direct Deposits totalling \$173,547.21; and**
- **Corporate Credit Card totalling \$1,156.12**

UNANIMOUSLY CARRIED: 8/0

**Shire of Gnowangerup
List of Payments - September 2022**

Chq/EFT	Date	Name	Description	Amount
EFT19098	07/09/2022	Admin Social Club	Payroll Deductions	\$90.00
EFT19099	07/09/2022	Black & Gold Social Club	Payroll Deductions	\$120.00
EFT19100	07/09/2022	Dept Of Human Services - DHS Official Administered Receipts CSA Account	Payroll Deductions	\$200.16
EFT19101	07/09/2022	LGRCEU	Payroll Deductions	\$132.00
EFT19102	08/09/2022	Best Office Systems	Konica Minolta C258 Copier Colour - Period 20/07/2022 - 20/08/2022	\$87.10
EFT19103	08/09/2022	Gnowangerup Fuel Supplies	Fuel For August 2022	\$1,316.92
EFT19104	08/09/2022	35 Degrees South	Survey 3.5km Of Kwobrup Rd (Slk 6.0 To Slk 9.5)	\$2,926.00
EFT19105	08/09/2022	ABA Security	Replacement Of Drive Train & Controller On Front Door	\$6,517.90
EFT19106	08/09/2022	Afgri Equipment Australia Pty Ltd	Replacement Mower Blades JD Part No TCU 155882 Blade	\$1,021.96
EFT19107	08/09/2022	Air Liquide	Cylinder Hire Fee - Large, Medium, Small	\$345.38
EFT19108	08/09/2022	Albany City Motors	Oil Filter Etc For Vehicle Service	\$24.35
EFT19109	08/09/2022	Albany Radio Communications	Repair Gme TX3420 Radio	\$140.00
EFT19110	08/09/2022	Albany Records Management	Bin Exchange 240L	\$82.50
EFT19111	08/09/2022	Andrew Henry Chisholm	2nd Prize Rates Draw 2021/2022 Financial Year	\$100.00
EFT19112	08/09/2022	Arrow Bronze	Comp/Set Niche PL.9 Lines Frantom D/D 564659	\$209.28
EFT19113	08/09/2022	Australia Post	Postal Services For August 2022	\$1,562.94
EFT19114	08/09/2022	Australian Airports Association Limited	Airports Association Of Australia 2022/2023 Membership	\$1,833.34
EFT19115	08/09/2022	Best Office Systems	Ricoh IMC6000 - Meter Reading	\$2,091.46
EFT19116	08/09/2022	BGL Solutions	Annual Garden Fees 2022/2023 Granular Fertilizers Liquid Fertilizer Broadleaf Spray Insecticides Winter & Guildford Grass Herbicide	\$12,375.42
EFT19117	08/09/2022	Borden Pavilion Committee Inc	2022/2023 Operation Assistance Allocation - Borden Pavilion Committee	\$9,420.00
EFT19118	08/09/2022	Carroll & Richardson Flagworld	Shire Of Gnowangerup Flag	\$634.50

EFT19119	08/09/2022	Cherie May Delmage	Fuel Reimbursement	\$35.62
EFT19120	08/09/2022	Coleman Consulting	Tender Assessment - RFT2023-3	\$595.00
EFT19121	08/09/2022	DA & KJ Murray	Accomodation & Meals For WHS - August 2022	\$450.00
EFT19122	08/09/2022	Department Of Water & Environmental Regulation	Controlled Waste Form 6402813 - Ipw169, Ipw170	\$44.00
EFT19123	08/09/2022	Easi Fleet Pty Ltd	Novated Lease - Rose Jasper Pay Week 31/08/22	\$936.54
EFT19124	08/09/2022	East Kimberley Civil & Hire Pty Ltd	Final Installment For Gnowangerup Tambellup Shoulder Widening After Audible Edge Line Is Installed	\$166,100.00
EFT19125	08/09/2022	Energy & Water Ombudsman (WA) Limited	Annual Levy 2022/2023	\$53.91
EFT19126	08/09/2022	G & M Detergents	2 Ctn Pure Foam Soap, 2 Shaqrps Container Surrounds, 1 Ctn Jumbo T/Rolls 2 x 5L Liquid Bleach 2 x 5L Bathroom Cleaner	\$735.80
EFT19127	08/09/2022	Gateway Printing	Office Stationery Order - C5 Plain Face Envelope- 500 - New Logo Job No: 117446	\$4,116.20
EFT19128	08/09/2022	Gnowangerup Community Resource Centre	Staffing Of Library: 05,12,19, 26 August 22	\$1,020.28
EFT19129	08/09/2022	Gnowangerup Fuel Supplies	16000L Diesel @ \$1.9486 Delivered To GNP Depot	\$31,989.16
EFT19130	08/09/2022	Gnowangerup Ladies Hockey Club	Shire Of Gnowangerup Community Financial Assistance Grant	\$17,147.00
EFT19131	08/09/2022	Gnowangerup Tyre Service	3 x Tyres (Fitted)	\$4,946.00
EFT19132	08/09/2022	GNP Hardware	Gyprock 2.4 x 1.2 x 10mm, Gyprock 3.0 x 1.2 x 10mm, 24mm Ceiling Batters 6.1m, Base Coat CSR Gyprock, Ultrapot Topping Compound, Paper Tape, Screen Drywall 6G, Screw T17 Hex 12G x 35mm, Scotia 31mm Primed, Freight	\$5,725.66
EFT19133	08/09/2022	Great Southern Fuel Supplies	Fuel For Borden Bfb Truck (Filled After Return Of Annual Service In GNP)	\$120.46
EFT19134	08/09/2022	Great Southern Toyota	Toyota Kluger Awd Wagon Gn.00 (Ceo) Service On 100,000Km Booked In On Monday 01/0/2022	\$977.23
EFT19135	08/09/2022	Herseys Safety Pty Ltd	Re Supply Spray Mark White (24) Linemark (12) 50mm Tiedowns (5) Bushman Repellant (12)	\$1,052.81
EFT19136	08/09/2022	I Sweep Town & Country	Sweep Gnowangerup, Ongerup, Borden Townsites	\$4,054.05
EFT19137	08/09/2022	Ian David Beaton	Supply & Replaced Gas Storage Hot Water System	\$1,584.00

EFT19138	08/09/2022	It Vision	Update Crystal Report Logos Debtors Invoices/Statements Payroll/Payslips Receipting Purchase Orders Credit Notes	\$550.00
EFT19139	08/09/2022	Landgate	Valuatin Service Minimum Charges	\$100.00
EFT19140	08/09/2022	Leisure Institute Of Western Australia Aquatics	Liwa Seminar & Membership Renewal 2022/23 &re Tion	\$480.00
EFT19141	08/09/2022	Messagemedia	Messaging Outbound August 22 (5364 Messages)	\$708.05
EFT19142	08/09/2022	Officeworks	Samsung Galaxy Tab S7 Fe 12.4 5G 64Gb Black"	\$5,449.01
EFT19143	08/09/2022	Olumayokun Oluyede	Annual Cash Contribution To Medical Centre 2022/23	\$13,750.00
EFT19144	08/09/2022	Ongerup & Needilup Museum	2022/23 Community Grant (Maintenance & Improvement To Cumuldarnup House)	\$5,500.00
EFT19145	08/09/2022	Ongerup Farm Supplies	Mop	\$36.05
EFT19146	08/09/2022	Online Safety Systems Pty Ltd	Membership August 22	\$632.50
EFT19147	08/09/2022	Pathfinder Holdings Pty Ltd T/A Perth Cadcentre & Perth Drone Centre	Civil 3D 2023 Commercial New Single-User Eld Annual Subscription	\$3,740.00
EFT19148	08/09/2022	QHSE Integreated Solutions Pty Ltd	Skytrust Intelligence System - Annual Licence Fee 2022/2023	\$603.90
EFT19149	08/09/2022	Red Spark Programmed Services & Electrical	Investigate tripping circuit breaker - suspect faulty fantastic	\$218.90
EFT19150	08/09/2022	Sadlers Butchers	Councillor & Executive Workshop Wednesday 10 August 2022; 2 Curries & Rice For 13 People	\$260.00
EFT19151	08/09/2022	Solutions It	Annual Fee 2022/23	\$5,588.10
EFT19152	08/09/2022	Stamp Store	Stamp Order + Postage Fees - 17 August 2022 - Avanzyl	\$53.50
EFT19153	08/09/2022	Superloop (Operations) Pty Ltd	Fixed Wireless Cost For Year 2022/23	\$1.10
EFT19154	08/09/2022	Thinkproject Australia Pty Ltd	RAMM Training - Essential RAMM/UDT Manager - David Barker	\$550.00
EFT19155	08/09/2022	Toll Transport Pty Ltd	Freight For Shire Logo Stationary	\$116.91
EFT19156	08/09/2022	Truckline	Airbag Assy 500042579	\$997.70
EFT19157	08/09/2022	WA Contract Ranger Services	Ranger Services Yearly Fees 2022/2023 One Day A Week	\$1,930.50
EFT19158	08/09/2022	Warren Blackwood Waste	240L Bins Bick Up - August 22	\$8,157.78

EFT19159	08/09/2022	Winc. (Work Incorporated)	Stationery Order - September 2022 - Admin	\$253.71
EFT19160	08/09/2022	Withers & Associates Pty Ltd	Annual Cost 2022/2023 For EHO - Llew Withers	\$5,779.40
EFT19161	14/09/2022	Busselton Advance Driver Training (BADT)	HR Licence Training - Joesph Claassen	\$1,795.00
EFT19162	14/09/2022	LGISWA	Insurance - Box Top Trailer With Permamnent Pump	\$441.95
EFT19163	15/09/2022	Admin Social Club	Payroll Deductions	\$90.00
EFT19164	15/09/2022	Black & Gold Social Club	Payroll Deductions	\$120.00
EFT19165	15/09/2022	Dept Of Human Services - DHS Offical Administered Receipts CSA Account	Payroll Deductions	\$200.16
EFT19166	15/09/2022	LGRCEU	Payroll Deductions	\$132.00
EFT19167	15/09/2022	Best Office Systems	Ricoh IMC2500 - Depot Printer Meter Reading	\$214.29
EFT19168	15/09/2022	Toll Transport Pty Ltd	Freight For New Guideposts	\$54.46
EFT19169	19/09/2022	Courtney Annalise Marie Miniter	Staff Reimbursement - Police Clearance	\$99.00
EFT19170	21/09/2022	Afgri Equipment Australia Pty Ltd	Dust Caps	\$84.85
EFT19171	21/09/2022	Albany Radio Communications	Provide 5 x Tait Radio Mikes	\$645.00
EFT19172	21/09/2022	Albany V-Belt & Rubber	Filters For Service	\$67.47
EFT19173	21/09/2022	Ausq Training	BWTM & TC Training (Jan, Craig & Jos)	\$766.00
EFT19174	21/09/2022	Bt Equipment Pty Ltd	Inflater Rotor	\$443.89
EFT19175	21/09/2022	Cherie May Delmage	Staff Reimbursement - Core Internet	\$80.00
EFT19176	21/09/2022	Crown Perth Hotel	WALGA Convention & AGM 2 - 4 October 2022 - Rebecca Kiddle	\$5,556.00
EFT19177	21/09/2022	Department Of Water & Environmental Regulation	Controlled Waste Tracking Form Grease Traps GNP Road Hoause, GNP Sporting Complex, Butchers. Form No 6405870	\$44.00
EFT19178	21/09/2022	DJ Lemin Painting Services	Hire Of Cherry Picker For Camera Replacement	\$220.00
EFT19179	21/09/2022	DL Consulting	Annual Accounting Fees 2022/2023	\$6,943.75
EFT19180	21/09/2022	Gnowangerup Community Resource Centre	Contribution To Youth Fest '22 Activities	\$250.00
EFT19181	21/09/2022	Gnowangerup Iga	Council Meetings 27 July 2022, Afternoon Tea, Refreshments & Coke Estimated Value	\$1,093.45
EFT19182	21/09/2022	Gnowangerup Tyre Service	Repaired Truck Tyre	\$56.00
EFT19183	21/09/2022	GNP Hardware	Materials For Chem-Trailer	\$636.25

EFT19184	21/09/2022	Lo-Go Appointments	As Per Ceo Recruitment Proposal - May 2022; Council Resolution 0622.51	\$3,630.00
EFT19185	21/09/2022	Monsterball Amusements & Hire	Sandbags Hire For Youth Week Event	\$110.00
EFT19186	21/09/2022	North Stirlings Pallinup Natural Resources Inc.	2022/2023 Financial Contribution (Projects & Activities)	\$16,500.00
EFT19187	21/09/2022	Nutrien Ag Solutions	2 Packet Of Fencing Droppers Surveying	\$391.60
EFT19188	21/09/2022	Officeworks	Paper Order - September 2022 - Admin	\$69.31
EFT19189	21/09/2022	Quremed Pty Ltd	Servicing Of Oxy Viva Gnowangerup Swimming Pool	\$250.36
EFT19190	21/09/2022	Ray Ford Signs	Provide Descriptive Waste Sign 1200 x 1200 On Aluminium	\$1,219.68
EFT19191	21/09/2022	Solutions IT	Annual Fee 2022/2023 For Onsite Visits (1 Per Month)	\$935.00
EFT19192	21/09/2022	Southern Agcare	Gnowangerup Shire Community Grant	\$5,000.00
EFT19193	21/09/2022	Toll Transport Pty Ltd	Freight For Signs From Corsign	\$364.53
EFT19194	21/09/2022	WA Contract Ranger Services	Ranger Services Yearly Fees 2022/23 One Day A Week	\$1,782.00
EFT19195	21/09/2022	Winc. (Work Incorporated)	Stationery Order #2 - September 2022 - Admin	\$636.20
EFT19196	21/09/2022	Yongergnow-Ongerup Community Resource Centre	Advertising In The Ongerup Grapevine Newsletter	\$240.00
EFT19197	29/09/2022	Admin Social Club	Payroll Deductions	\$100.00
EFT19198	29/09/2022	Black & Gold Social Club	Payroll Deductions	\$120.00
EFT19199	29/09/2022	Dept Of Human Services - DHS Official Administered Receipts CSA Account	Payroll Deductions	\$200.16
EFT19200	29/09/2022	Easi Fleet Pty Ltd	Novated Lease - Rose Jasper	\$936.54
EFT19201	29/09/2022	LGRCEO	Payroll Deductions	\$132.00
				\$391,022.94
DD5313.1	10/09/2022	Statewide Bearings	Refund For Over Payment - Receipt 28622	\$37.27
DD5315.1	01/09/2022	Department Of Transport	DoT Licensing	\$532.60
DD5320.1	02/09/2022	Department Of Transport	DoT Licensing	\$781.05
DD5322.2	03/09/2022	Department Of Transport	DoT Licensing	\$9,821.20
DD5322.3	01/09/2022	3E Advantage Pty Limited	Admin & Depot Printer	\$418.00
DD5324.1	04/09/2022	Department Of Transport	DoT Licensing	\$399.80
DD5326.1	07/09/2022	Department Of Transport	DoT Licensing	\$15,467.10
DD5328.1	08/09/2022	Department Of Transport	DoT Licensing	\$124.55

DD5331.1	09/09/2022	Department Of Transport	DoT Licensing	\$2,061.35
DD5332.1	04/09/2022	Synergy	Service Charges 4 June22 - 16 August 22 (74 Days)	\$356.13
DD5332.3	09/09/2022	Water Corporation	Service Charges 1 Jul 22 - 31 August 22	\$32.75
DD5332.4	08/09/2022	Water Corporation	Service Charges 1 Jul 22 - 31 August 22 (55 Days)	\$30.02
DD5335.1	10/09/2022	Department Of Transport	DoT Licensing	\$288.50
DD5337.1	11/09/2022	Department Of Transport	DoT Licensing	\$1,005.40
DD5339.2	14/09/2022	Department Of Transport	DoT Licensing	\$9,112.80
DD5341.1	15/09/2022	Department Of Transport	DoT Licensing	\$762.40
DD5343.1	16/09/2022	Department Of Transport	DoT Licensing	\$1,276.75
DD5347.1	02/09/2022	Bendigo Community Bank	Tyro Fees - Eftpos	\$489.81
DD5347.2	18/09/2022	Department Of Transport	DoT Licensing	\$5,321.75
DD5349.1	01/09/2022	Westnet	Admin Internet	\$252.83
DD5349.2	17/09/2022	Department Of Transport	DoT Licensing	\$19,550.65
DD5349.3	01/09/2022	Bendigo Community Bank	Credit Card Gst	\$7.82
DD5352.1	22/09/2022	Department Of Transport	DoT Licensing	\$29.75
DD5352.2	07/09/2022	Bendigo Community Bank	Bank Fees	\$4.00
DD5354.1	21/09/2022	Department Of Transport	DoT Licensing	\$46.85
DD5355.1	11/09/2022	Department Of Transport	12 Months Licencing Renewal Fee - SES - Gn.11199	\$219.80
DD5355.3	08/09/2022	Housing Authority	Water Usage For Period 17.07.22 - 17.08.22 - 26 John Street, Borden (Manager Of Works House)	\$3.81
DD5355.4	22/09/2022	Synergy	Supply Service - 25.07.22 - 24.08.22 (31 Days)	\$3,986.27
DD5359.1	23/09/2022	Department Of Transport	DoT Licensing	\$669.20
DD5359.2	07/09/2022	Bendigo Community Bank	Bank Fees	\$0.60
DD5359.3	07/09/2022	Housing Authority	Rent For Mow House - 26 John Street Borden	\$480.00
DD5363.1	07/09/2022	Telstra	Supply Charges August 22	\$367.24
DD5366.1	24/09/2022	Department Of Transport	DoT Licensing	\$521.10
DD5368.1	25/09/2022	Department Of Transport	DoT Licensing	\$1,117.00
DD5368.2	09/09/2022	Bendigo Community Bank	Bank Fees	\$8.85
DD5373.1	28/09/2022	Department Of Transport	DoT Licensing	\$124.80
DD5373.2	12/09/2022	Bendigo Community Bank	Bank Fees	\$4.00
DD5375.1	29/09/2022	Department Of Transport	DoT Licensing	\$256.90

DD5382.1	30/09/2022	Department Of Transport	DoT Licensing	\$3,826.80
DD5382.2	14/09/2022	Bendigo Community Bank	Wine For Council Meetings	\$1,156.27
DD5384.1	14/09/2022	Aware Super	Payroll Deductions	\$8,027.31
DD5384.2	14/09/2022	Australian Super	Superannuation Contributions	\$3,075.68
DD5384.3	14/09/2022	WALGS Plan	Payroll Deductions	\$289.43
DD5384.4	14/09/2022	Wealth Personal Superannuation & Pension Fund	Payroll Deductions	\$871.46
DD5384.5	14/09/2022	Care Super	Superannuation Contributions	\$999.17
DD5384.6	14/09/2022	Bendigo Smartoptions Super	Superannuation Contributions	\$107.04
DD5384.7	14/09/2022	The Pipa Super Fund	Superannuation Contributions	\$582.30
DD5384.8	14/09/2022	ANZ Smart Choice Super	Superannuation Contributions	\$109.19
DD5384.9	14/09/2022	Prime Super	Superannuation Contributions	\$61.81
DD5389.1	15/09/2022	Bendigo Community Bank	Bank Fees	\$6.45
DD5393.2	30/09/2022	3E Advantage Pty Limited	Photocopier Subscription	\$418.00
DD5395.1	19/09/2022	Bendigo Community Bank	Bank Fees	\$4.15
DD5401.1	27/09/2022	Telstra	Usage & Service Charges Augustust 2022	\$114.99
DD5401.2	21/09/2022	Telstra	Usage & Service Charges Augustust 22	\$55.00
DD5403.2	21/09/2022	Bendigo Community Bank	Bank Fees	\$4.05
DD5403.3	21/09/2022	Housing Authority	Rent For Mow	\$480.00
DD5407.1	28/09/2022	Aware Super	Payroll Deductions	\$7,769.53
DD5407.2	28/09/2022	WALGS Plan	Payroll Deductions	\$289.43
DD5407.3	28/09/2022	Wealth Personal Superannuation & Pension Fund	Payroll Deductions	\$871.46
DD5407.4	28/09/2022	Care Super	Superannuation Contributions	\$999.17
DD5407.5	28/09/2022	Australian Super	Superannuation Contributions	\$2,780.53
DD5407.6	28/09/2022	Bendigo Smartoptions Super	Superannuation Contributions	\$107.04
DD5407.7	28/09/2022	The Pipa Super Fund	Superannuation Contributions	\$578.12
DD5407.8	28/09/2022	ANZ Smart Choice Super	Superannuation Contributions	\$122.19
DD5407.9	28/09/2022	Prime Super	Superannuation Contributions	\$55.63
DD5411.1	28/09/2022	Department Of Transport	DoT Licensng	\$1,988.30
DD5413.1	29/09/2022	Bendigo Community Bank	Banks Fes	\$6.45
DD5413.2	29/09/2022	Department Of Transport	DoT Licensing	\$660.15
DD5415.1	30/09/2022	Department Of Transport	DoT Licensing	\$28,773.95

DD5417.1	27/09/2022	Western Australian Treasury Corporation	Loan Principal Payment	\$21,850.59
DD5417.2	27/09/2022	Department Of Transport	DoT Licensing	\$6,989.50
DD5417.3	27/09/2022	Bendigo Community Bank	Bank Fees	\$4.00
DD5419.1	01/09/2022	Bendigo Community Bank	Bank Fees	\$98.18
DD5421.1	28/09/2022	Synergy	Supply Period 61 Days	\$339.44
DD5421.2	29/09/2022	Synergy	Supply Period 57 Days	\$1,246.75
DD5421.3	30/09/2022	Synergy	Supply Period 58 Days	\$1,075.14
DD5423.1	14/09/2022	Bendigo Community Bank	Banks Fees	\$0.15
DD5425.1	10/09/2022	Statewide Bearings	57mm Cap/Cap	\$37.27
DD5427.1	30/09/2022	Synergy	Supply Period 58 Days	\$220.38
DD5384.10	14/09/2022	Spirit Super	Superannuation Contributions	\$262.38
DD5407.10	28/09/2022	Spirit Super	Superannuation Contributions	\$261.68
				\$173,547.21

Breakdown of Credit Card Expenditure

Puma Energy Joondalup	Fuel GN00	\$40.81
Vibe Gigdegannup	Fuel GN001	\$81.69
EG Group Joondalup	Fuel GN00	\$62.01
Dan Murphys	Refreshments for Council	\$545.30
Vibe Gigdegannup	Fuel GN001	\$77.80
Vibe Gigdegannup	Fuel GN001	\$35.61
EG Group Joondalup	Fuel GN00	\$62.25
Stumpys Gate Way Brookton	Fuel GN001	\$64.54
EG Group Currambine	Fuel GN00	\$94.84
Bank Fees Gen	Credit Card Fee	\$8.00
Vibe Gigdegannup	Fuel GN001	\$83.27
		\$1,156.12
		\$565,726.27

11.9 SEPTEMBER 2022 MONTHLY FINANCIAL STATEMENTS

Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	20 October 2022
Business Unit:	Corporate and Community Services
Officer:	Darren Long – Finance Consultant
Disclosure of Interest:	Nil

ATTACHMENTS

September Monthly Financial Statements for the period of 01/09/2022 to 30/09/2022; and

- Statement of Financial Activity
- Report on Material Differences
- Comprehensive Income by Program and Nature & Type
- Statement of Cash Flows
- Current Assets and Liabilities

PURPOSE OF THE REPORT

For Council to receive the September Monthly Financial Statements for the period of 01/09/2022 to 30/09/2022.

BACKGROUND

Nil

COMMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

There are no Policy Implications at the time of writing this report.

FINANCIAL IMPLICATIONS

There are no Financial Implications at the time of writing this report.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Organisation

Community Priority:

Forward planning and implementation of plans to achieve strategic priorities.

Action: Performance against commitments made.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Financial Sustainability
Consequence Rating	Catastrophic
Likelihood Rating	Unlikely
Acceptance Rating	Acceptable
Risk Acceptance Criteria	Risk Acceptable with adequate controls

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The presentation of the Monthly Financial Statements is a legislative requirement that is presented as a standard item in the Ordinary Council Meeting (OCM) Agenda.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr R O’Meehan

Seconded: Cr R Kiddle

1022.127 That Council:

Receives the Monthly Financial Statements for the month of September 2022.

UNANIMOUSLY CARRIED: 8/0



MONTHLY FINANCIAL REPORT

30 SEPTEMBER 2022

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SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 30 SEPTEMBER 2022

	NOTES	2022-23 ANNUAL BUDGET	2022-23 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)		\$	\$
General Purpose Funding		(110,280)	(19,450)
Governance		(961,258)	(216,763)
Law, Order, Public Safety		(437,902)	(65,810)
Health		(355,241)	(49,026)
Education and Welfare		(30,363)	(5,700)
Housing		(33,409)	(2,002)
Community Amenities		(644,240)	(101,257)
Recreation and Culture		(1,689,363)	(195,180)
Transport		(3,310,601)	(441,831)
Economic Services		(121,840)	(19,534)
Other Property and Services		(540,555)	(204,179)
		(8,235,051)	(1,320,733)
REVENUE			
General Purpose Funding		4,336,491	4,267,511
Governance		3,000	0
Law, Order, Public Safety		95,370	2,224
Health		900	644
Education and Welfare		11,200	0
Housing		94,028	23,589
Community Amenities		304,222	294,348
Recreation and Culture		24,975	1,523
Transport		969,097	1,020,220
Economic Services		17,090	2,045
Other Property & Services		90,541	47,401
		5,946,914	5,659,505
	<i>Increase(Decrease)</i>	(2,288,137)	4,338,772
FINANCE COSTS			
General Purpose Funding		0	0
Housing		(4,840)	(2,493)
Recreation & Culture		(12,543)	0
Other Property & Services		(475)	(69)
Total Finance Costs		(17,858)	(2,562)
NON-OPERATING REVENUE			
Housing		266,666	0
Transport		1,389,490	155,600
Economic Services		107,416	0
Other Property & Services		80,000	0
Total Non-Operating Revenue		2,365,572	155,600
PROFIT/(LOSS) ON SALE OF ASSETS			
Transport Profit		0	0
Transport Loss		0	0
<i>Total Profit/(Loss)</i>		0	0
NET RESULT		59,577	4,491,810
Other Comprehensive Income			
Changes on revaluation of non-current assets		0	0
<i>Total Abnormal Items</i>		0	0
TOTAL COMPREHENSIVE INCOME		59,577	4,491,810

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2022

	2022-23 BUDGET	2022-23 ACTUAL
Expenses		
Employee Costs	(2,736,458)	(659,581)
Materials and Contracts	(2,251,127)	(401,477)
Utility Charges	(186,258)	(30,246)
Depreciation on Non-Current Assets	(2,348,139)	0
Interest Expenses	(18,323)	(2,562)
Insurance Expenses	(289,946)	(143,375)
Other Expenditure	(422,658)	(86,054)
	(8,252,909)	(1,323,295)
Revenue		
Rates	4,315,060	4,326,073
Operating Grants, Subsidies and Contributions	420,329	270,608
Fees and Charges	321,911	160,529
Service Charges	0	0
Interest Earnings	26,200	17,390
Other Revenue	863,414	884,905
	5,946,914	5,659,505
	(2,305,995)	4,336,210
Non-Operating Grants, Subsidies & Contributions	2,365,572	155,600
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0
Profit on Asset Disposals	0	0
Loss on Asset Disposals	0	0
	2,365,572	155,600
Net Result	59,577	4,491,810
Other Comprehensive Income		
Changes on revaluation of non-current assets	0	0
Total Other Comprehensive Income	0	0
TOTAL COMPREHENSIVE INCOME	59,577	4,491,810

SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT BY NATURE/TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2022

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET (a)	2022-23 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VARIANCE
OPERATING REVENUE						
Exgratia Rates & Specified Area Rates	\$ 218,947	\$ 218,947	\$ 226,748	Within Threshold	Within Threshold	
Operating Grants, Subsidies and Contributions	420,329	230,615	270,608	39,992	17%	▲
Fees and Charges	321,911	157,005	160,529	Within Threshold	Within Threshold	
Interest Earnings	26,200	12,592	17,390	Within Threshold	38%	
Other Revenue	863,414	13,950	884,905	870,955	6243%	▲
Profit on disposal of assets	0	0				
	1,850,801	633,110	1,560,180			
LESS OPERATING EXPENDITURE						
Employee Costs	(2,736,458)	(664,553)	(659,581)	Within Threshold	Within Threshold	
Materials and Contracts	(2,251,127)	(477,595)	(401,477)	76,118	(16%)	
Utility Charges	(186,258)	(44,270)	(30,246)	14,024	(32%)	
Depreciation on Non-Current Assets	(2,348,139)	(586,800)	0	586,800	(100%)	
Interest Expenses	(18,323)	(2,612)	(2,562)	Within Threshold	Within Threshold	
Insurance Expenses	(289,946)	(186,931)	(143,375)	43,555	(23%)	
Loss on disposal of assets	0	0	0	Within Threshold	0%	
Other Expenditure	(422,658)	(152,253)	(86,054)	66,199	(43%)	
	(8,252,909)	(2,115,013)	(1,323,295)			
<i>Increase(Decrease)</i>	(6,402,108)	(1,481,903)	236,885			
ITEMS EXCLUDED FROM OPERATIONS						
Movement in Employee Benefits (Non-current)	75,612	0	0	Within Threshold	0%	
Movement in Deferred Pensioners (Non-current)	0	0	0	Within Threshold	0%	
Movement in SS Loan (Non-current)	0	0	0	Within Threshold	0%	
Movement in LG House Unit Trust	0	0	0	Within Threshold	0%	
Loss on the disposal of assets	0	0	0	Within Threshold	0%	
(Profit) on the disposal of assets	0	0	0	Within Threshold	0%	
Depreciation Written Back	2,348,139	586,800	0	(586,800)	(100%)	▼
	2,423,751	586,800	0			
<i>Sub Total</i>	(3,978,357)	(895,103)	236,885			
INVESTING ACTIVITIES						
Purchase of Land	0					
Purchase Buildings	(923,917)	(16,000)	(23,075)	Within Threshold	44%	
Purchase Plant and Equipment	(857,500)	(5,500)	(10,259)	Within Threshold	87%	
Purchase Furniture and Equipment	(7,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Roads	(1,948,792)	(278,898)	(154,611)	124,287	(45%)	
Infrastructure Assets - Footpaths	(50,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Aerodromes	(333,050)	0	0	Within Threshold	0%	
Infrastructure Assets - Drainage	(5,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Sewerage	(20,000)	0	(49)	Within Threshold	0%	
Infrastructure Assets - Parks & Ovals	(3,671)	0	0	Within Threshold	0%	
Infrastructure Assets - Solid Waste	0	0	0	Within Threshold	0%	
Infrastructure Assets - Other	(147,425)	(18,000)	(15,375)	Within Threshold	15%	
Proceeds from Sale of Assets	240,000	0	0	Within Threshold	0%	
Contributions for the Development of Assets	2,365,572	272,640	155,600	(117,040)	(43%)	▼
Amount Attributable to Investing Activities	(1,690,783)	(45,758)	(47,768)			
FINANCING ACTIVITIES						
Repayment of Debt - Loan Principal	(103,381)	(19,357)	(19,358)	Within Threshold	#VALUE!	
Repayment of Debt - Finance Lease	(4,360)	(1,090)	(1,071)	Within Threshold	Within Threshold	
Self Supporting Loan Principal Income	5,477	0	0	Within Threshold	0%	
Loan Advances to Community Groups	0	0	0	Within Threshold	0%	
Transfer to Reserves	(525,378)	(125)	(2,970)	Within Threshold	(2277%)	
Transfer from Reserves	110,000	0	0	Within Threshold	0%	
	(517,642)	(20,572)	(23,398)			
Plus Rounding						
<i>Sub Total</i>	(6,186,782)	(961,433)	165,719			
FUNDING FROM						
Loans Raised	0	0	0	Within Threshold	0%	
Estimated Opening Surplus at 1 July	2,090,669	2,090,669	2,164,466	73,797	Within Threshold	
Amount Raised from General Rates	4,096,113	4,096,113	4,099,325	Within Threshold	Within Threshold	
	6,186,782	6,186,782	6,263,791			
NET SURPLUS/(DEFICIT)	(0)	5,225,349	6,429,509			

SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT BY PROGRAM
FOR THE PERIOD ENDING 30 SEPTEMBER 2022

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET (a)	2022-23 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)
OPERATING REVENUE	\$	\$	\$		
General Purpose Funding	240,378	100,274	168,187	67,913	68%
Governance	3,000	0	0	Within Threshold	0%
Law, Order Public Safety	95,370	24,429	2,224	(22,204)	(91%)
Health	900	100	644	Within Threshold	544%
Education and Welfare	11,200	2,799	0	Within Threshold	(100%)
Housing	94,028	23,498	23,589	Within Threshold	Within Threshold
Community Amenities	304,222	285,931	294,348	Within Threshold	Within Threshold
Recreation and Culture	24,975	1,002	1,523	Within Threshold	52%
Transport	969,097	169,042	1,020,220	851,178	504%
Economic Services	17,090	725	2,045	Within Threshold	182%
Other Property and Services	90,541	25,310	47,401	22,090	87%
	1,850,801	633,110	1,560,180		
LESS OPERATING EXPENDITURE					
General Purpose Funding	(110,280)	(26,954)	(19,450)	Within Threshold	(28%)
Governance	(961,258)	(304,474)	(216,763)	87,711	(29%)
Law, Order, Public Safety	(437,902)	(127,199)	(65,810)	61,389	(48%)
Health	(355,241)	(73,926)	(49,026)	24,900	(34%)
Education and Welfare	(30,363)	(6,421)	(5,700)	Within Threshold	(11%)
Housing	(38,249)	(12,820)	(4,495)	Within Threshold	(65%)
Community Amenities	(644,240)	(160,328)	(101,257)	59,071	(37%)
Recreation and Culture	(1,701,906)	(411,036)	(195,180)	215,857	(53%)
Transport	(3,310,601)	(781,906)	(441,831)	340,074	(43%)
Economic Services	(121,840)	(25,211)	(19,534)	Within Threshold	(23%)
Other Property & Services	(541,030)	(184,738)	(204,248)	(19,510)	11%
	(8,252,909)	(2,115,013)	(1,323,295)		
<i>Increase(Decrease)</i>	(6,402,108)	(1,481,903)	236,885		
ITEMS EXCLUDED FROM OPERATIONS					
Movement in Employee Benefits (Non-current)	75,612	0	0	Within Threshold	0%
Loss on the disposal of assets	0	0	0	Within Threshold	0%
(Profit) on the disposal of assets	0	0	0	Within Threshold	0%
Depreciation Written Back	2,348,139	586,800	0	(586,800)	(100%)
	2,423,751	586,800	0		
<i>Sub Total</i>	(3,978,357)	(895,103)	236,885		
INVESTING ACTIVITIES					
Purchase of Land	0				
Purchase Buildings	(923,917)	(16,000)	(23,075)	Within Threshold	44%
Purchase Plant and Equipment	(857,500)	(5,500)	(10,259)	Within Threshold	87%
Purchase Furniture and Equipment	(7,000)	0	0	Within Threshold	0%
Infrastructure Assets - Roads	(1,948,792)	(278,898)	(154,611)	124,287	(45%)
Infrastructure Assets - Footpaths	(50,000)	0	0	Within Threshold	0%
Infrastructure Assets - Aerodromes	(333,050)	0	0	Within Threshold	0%
Infrastructure Assets - Drainage	(5,000)	0	0	Within Threshold	0%
Infrastructure Assets - Sewerage	(20,000)	0	(49)	Within Threshold	0%
Infrastructure Assets - Parks & Ovals	(3,671)	0	0	Within Threshold	0%
Infrastructure Assets - Other	(147,425)	(18,000)	(15,375)	Within Threshold	(15%)
Proceeds from Sale of Assets	240,000	0	0	Within Threshold	0%
Contributions for the Development of Assets	2,365,572	272,640	155,600	(117,040)	(43%)
Amount Attributable to Investing Activities	(1,690,783)	(45,758)	(47,768)		
FINANCING ACTIVITIES					
Repayment of Debt - Loan Principal	(103,381)	(19,357)	(19,358)	Within Threshold	Within Threshold
Repayment of Debt - Finance Lease	(4,360)	(1,090)	(1,071)	Within Threshold	Within Threshold
Self Supporting Loan Principal Income	5,477	0	0	Within Threshold	0%
Loan Advances to Community Groups	0	0	0	Within Threshold	0%
Transfer to Reserves	(525,378)	(125)	(2,970)	Within Threshold	2277%
Transfer from Reserves	110,000	0	0	Within Threshold	0%
	(517,642)	(20,572)	(23,398)		
Plus Rounding					
<i>Sub Total</i>	(6,186,782)	(961,433)	165,719		
FUNDING FROM					
Loans Raised	0	0	0	Within Threshold	0%
Estimated Opening Surplus at 1 July	2,090,669	2,090,669	2,164,466	73,797	Within Threshold
Amount Raised from General Rates	4,096,113	4,096,113	4,099,325	Within Threshold	Within Threshold
	6,186,782	6,186,782	6,263,791		
NET SURPLUS/(DEFICIT)	(0)	5,225,349	6,429,509		

SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 30 SEPTEMBER 2022

	ACTUAL YTD	ACTUAL 30 JUNE 2023
Cash - Unrestricted	5,184,659	2,646,058
Cash - Restricted Reserves	2,121,667	2,118,697
Accounts Receivable - Rates	1,294,976	254,834
Accounts Receivable - Sundry	1,074,390	78,251
GST Receivable	91,388	10,853
Inventories	38,450	63,785
Loans - Clubs	0	0
CURRENT ASSETS	9,805,530	5,172,479
LESS: CURRENT LIABILITIES		
Payables	(145,828)	(108,229)
ATO Liabilities	(166,050)	(14,476)
Contract Liabilities	(605,574)	(429,708)
Employee Provisions	(334,196)	(334,196)
Accrued Interest on Loans	(2,707)	(2,707)
Interest Bearing Loans	(85,885)	(97,902)
Lease Liabilities	(3,147)	(4,218)
CURRENT LIABILITIES	(1,343,387)	(991,437)
EXCLUSIONS		
Cash - Restricted Reserves	(2,121,667)	(2,118,697)
Interest Bearing Loans	85,885	97,902
Lease Liabilities	3,147	4,218
	(2,032,634)	(2,016,577)
Rounding	0	1
NET CURRENT POSITION - SURPLUS/(DEFICIT)	6,429,509	2,164,466

**SHIRE OF GNOWANGERUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2022**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Rate Setting Statement (from the adopted Budget) for each months financial statements. The information contained within the 'Statement of Financial Activity' on page 3 of these financial statements contains all of the information provided within the 'Rate Setting Statement' and therefore any material variances on this page will be reported below.

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

For the Shire of Gnowangerup, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Operating Revenue</u>						
Operating Grants & Contributions	230,615	270,608	39,992	17%	Permanent	General purpose grant, local road grant and MRWA preservation grant allocations received higher.
Other Revenue	13,950	884,905	870,955	6243%	Permanent	DFES reimbursement of \$838,590 higher than \$800k budgeted; Insurance claim received \$38k for trailer
<u>Operating Expenses</u>						
Employee Costs	(664,553)	(659,581)	Within Threshold	Within Threshold		
Materials & Contracts	(477,595)	(401,477)	76,118	-16%	TIMING	Medical centre contract expenses and recycling contract expenses lower for reporting period.
Depreciation on Non-Current Assets	(586,800)	0	586,800	-100%	TIMING	Depreciation unable to be raised until prior year audit is finalised.
Insurance Expenses	(186,931)	(143,375)	43,555	-23%	TIMING	First instalment of insurance premiums lower.
Other Expenses	(152,253)	(86,054)	66,199	-43%	TIMING	Member conference expenses lower for reporting period. Member donations and grants expenses higher for reporting period.
<u>Investing Activities</u>						
Purchase Plant and Equipment	(5,500)	(10,259)	Within Threshold	Within Threshold		
<u>Surplus</u>						
Surplus Carried Forward	2,090,669	2,164,466	73,797	Within Threshold	PERMANENT	Year end adjustments and accruals resulted in higher surplus.

12. REPORT FOR DECISION – CONFIDENTIAL ITEMS

Nil

OTHER BUSINESS AND CLOSING PROCEDURES

13. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL

PROCEDURAL MOTION

Moved: Cr K O’Keeffe

Seconded: Cr M Creagh

1022.128 That the urgent businesses of items 13.1, 13.2 and 13.3 be considered at today’s meeting.

UNANIMOUSLY CARRIED: 8/0

13.1 AIRPORT RUNWAY SEAL REJUVENATION

Location:	Gnowangerup Aerodrome
Proponent:	N/A
Date of Report:	20 October 2022
Business Unit:	Infrastructure
Officer:	Geoff Carberry - Asset & Waste Management Coordinator
Disclosure of Interest:	Nil

ATTACHMENTS

- 2 Photos
- 4 quotes

PURPOSE OF THE REPORT

To advise Council of investigations on the bitumen seal issues on the aerodrome runway and to request approval to carry out of the works.

BACKGROUND

The runway was last sealed in 2009 with a two-coat seal being applied.

In August 2020 a serviceability inspection located three areas of varying bitumen seal failure. On two of these areas the seal had been damaged with the third showing signs of impending failure.

It was determined that the seal had “gone hard” due to low traffic numbers and lack of maintenance rolling.

A light weight “Sest” rejuvenation emulsion was applied in September 2020 which provided further time for additional funding to be sort for a two coat reseal of the runway.

Initial estimates for the works was Three Hundred Thousand Dollars (\$300,000)

Approval was granted for funding from the Local Roads and Community Infrastructre Program 3 to include this project, of which Three Hundred and Twenty Seven Thousand Dollars (\$327,000) was allocated. When a Request for Tender was advertised to carryout the work only two responses were received, being Four Hundred Sixty Five Thousand Dollars (\$465,000) and Seven Hundred and One Thousand Dollars (\$701,000), the latter using rubber based bitumen. Both were well outside of the expected cost range.

In the 2021/2022 aerodrome Annual Technical Inspection report, the inspector from Aerodrome Design Services made mentioned that a reseal may not resolve the issue and recommended that further “Softening of the Seal” may be more beneficial.

COMMENTS

Further investigation with industry experts including Aerodrome Management Services, Fulton Hogans airport group and Supastar Enterprises Pty Ltd were undertaken.

All believe our situation to be unique, whilst other runways have suffered similar events, the causes have been associated with water which isn't the case at Gnowangerup.

Fulton Hogan recommended a product called Jetblack which is modified binder product that contains a grit material. Their quote was Three Hundred and Fourty Two Thousand Seven Hundred and Eighty-Four Dollars and Twenty Cents (\$342784.20) inc GST which did not include repainting of all aerodrome markings.

Supastar Enterprises Pty Ltd attended the site and trialled several test patches with a modified emulsion product based on "Sert" being quoted at Three Hundred Eleven Thousand Six Hundred Fifty Nine Dollars and Seven Cents (\$311659.70) inc GST which includes all line marking.

The latter proved to soften the existing bitumen to a much better depth and certainly improved the flexibility of the pavement.

CONSULTATION

Numerous parties were consulted regarding possible further treatments

- Airport Management Services
- Fulton Hogan (Airport Group)
- Supastar Pty Ltd

LEGAL AND STATUTORY REQUIREMENTS

Local Government Regulations

Division 2 — Tenders for providing goods or services (s. 3.57)

11. When tenders have to be publicly invited

(1A) In this regulation —

state of emergency declaration has the meaning given in the Emergency Management Act 2005 section 3.

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or

(aa) the supply of the goods or services is associated with a state of emergency; or

(b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or

- (c) within the last six months
- (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or
- (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;

Manual of Standards 139

6.2.9 Runway Surface

- 6.2.9.1 The surface of a bitumen seal, asphalt or concrete runway must not have irregularities that would result in the loss of frictional characteristics or otherwise adversely affect the take-off or landing of an aircraft.

Note: The finish of the surface of a runway should be such that, when tested with a 3m straight-edge placed anywhere on the surface, there is no deviation greater than 3mm between the bottom of the straight-edge and the surface of the runway pavement anywhere along the straight-edge.

- 6.2.9.1A The surface of a bitumen seal, asphalt or concrete runway must have an average surface texture depth of not less than 1mm over the full runway width and runway length.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

An allocation of \$327,000 has previously been approved by Council as part of the LRCIP grant therefore there isn't any further budget impacts.

STRATEGIC IMPLICATIONS

Without remedial action the airport risks being closed due to not meeting MOS 139 standards which would directly impact on Community Health treatment options. ie RFDS unable to land.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

A non-compliant surface presents a high risk to the Shires liability.

IMPACT ON CAPACITY

Nil as the works will be carried out by a contractor.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Spot patching may be carried out however the same type of failure will continue to occur and may dramatically affect aircraft safety due to uneven braking coefficient across the runway or during a pavement failure.

CONCLUSION

Staff believe all options have been fully investigated, the original RFT responses were outside of the expected range and were declined. In accordance with current regulations the Shire can now directly source a supplier for the works. Tests have shown that the product recommended and tested by Supastar Enterprises to have the desired effect with their quote being within the budgeted figure.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

Moved: Cr P Callaghan

Seconded: Cr S Hmeljak

1022.129 That Council

Approves Supastar Pty Ltd as the preferred contractor to carryout the runway rejuvenation spray seal works to a value of Three Hundred Eleven Thousand Six Hundred Fifty Nine Dollars and Seven Cents (\$311,659.70) inc GST.

CARRIED BY ABSOLUTE MAJORITY: 8/0





Supastar Enterprises Pty Ltd atf The A+B Mouritz Trust

37 Victoria Rd , Wattle Grove , WA , 6107
 Phone: 0408221131
 ABN: 54334703753

Quote

Quote number
00000180

Issue date
20/10/2022

Expiry date
19/11/2022

Bill to

Geoff Carberry
 Gnowangerup Shire
 28 Yougenup Rd
 Gnowangerup WA 6335

Item ID	Description	Units	Unit price (\$) <i>excluding tax</i>	Tax	Amount (\$) <i>excluding tax</i>
	Travel to Gnowangerup Aerodrome and prepare Taxiway ,Runway and apron by using a mechanised broom (with HDPE bristles so as to not create FOD issues) for sealing with a emulsion based seal rejuvenator .(attached PDS) , Spray all areas with SERT .Approx 50,200 m2		0.00	GST	256,327.00
	Re establish all line marking present on the apron .taxiway and Runway with 2 coats of paint that complies with MOS 139 specifications .Marking out will be carried out by AMS and is included .		0.00	GST	27,000.00

Notes

Will require approximately 5 days to carry out works .NOTAMS to be the responsibility of Gnowangerup Shire .
 If RFDS is required we can vacate at short notice once the Rejuv has dried sufficiently .
 Material, which is non DG to be able to be delivered to Aerodrome or Shire depot pending access .

Subtotal (*exc. tax*) \$283,327.00

Tax \$28,332.70

Total amount **\$311,659.70**
including tax

Thursday, 16 June 2022

Fulton Hogan PO Box 104, Midland DC WA 6936

SHIRE OF GNOWANGERUP
PO BOX 147
GNOWANGERUP WA 6335

Attention: Geoff Carberry

Project Title : **Gnowangerup Airport - Reseal - JetBlack**

Description	Quantity	Unit	Rate	Total
SPRAY SEALING				
Application of JetBlack™ while in the area 1.5 l/m2	50,100.00	m ²	\$6.22	\$311,622.00
Establishment of JetBlack™ men and equipment standalone works	1.00	Lump Sum	\$64,240.00	
Provision for Sweeping	1.00	Lump Sum	\$11,440.00	
Total for SPRAY SEALING				\$311,622.00
Total Price				\$311,622.00
GST				\$31,162.20
Total Price inc GST				\$342,784.20

PROJECT SPECIFIC CONDITIONS.

- Only one establishment has been allowed for. If works are carried out while in the local area item 1. Applies, if it is a standalone project item 2. Is to be added to price
- ? Runway to be swept by client prior to application. Full access to worksite for spraying is required.
- ? No allowance has been made for a Works Safety Officer and the MOWP is the responsibility of the client.
- ? A staging site of approx. 70 meters by 70 meters is required for storage tanks of and equipment.
- ? Application rate will vary between 1.5m² > 1.8m² depending on surface texture.
- ? Inductions are to be arranged by the client.

STANDARD CONDITIONS.

- ****Rise and Fall - Bitumen - Due to the current volatility of Bitumen rates this quotation is subject to rise and fall based on current GMP from Puma Kwinana being \$1491.20/ tonne + GST as of 1st May 2022**** if works are accepted and completed within 31 days of quotation rates will be fixed.
- For practical & safety reasons we are unable to Spray and/or lay Asphalt at a grade in excess of 16% maximum, therefore, we reserve the right to review our quotation when a site inspection is possible after the pavement is constructed.
- Fulton Hogans's tender (including pricing and program) is based on the assumptions that the COVID-19 (CoronaVirus) does not impact the project, our ability to perform the works within the time indicated or at all, does not impact our ability to obtain critical materials where necessary or in the event that the Government (or other Authorities here in Australia or Worldwide) issue restrictions which impact people movement. We may seek to review and amend the submission should these assumptions change.
- The submitted prices are offered in accordance with all Terms and Conditions that form part of this Quotation being accepted by the client. Should this quotation be successful, please sign and return the Acceptance of Quotation (Clause 10).
- This quotation remains open for acceptance for 30 days from the date of issue, prices subject to review after this period.
- Should the value of these work be above current credit terms a Bank Guarantee may be required. Where there is no credit terms in place with Fulton Hogan a Bank Guarantee will be required.
- FULTON HOGAN IS COMPLIANT WITH THE CODE FOR THE TENDERING AND PERFORMANCE OF BUILDING WORK 2016 -- FULTON HOGAN INDUSTRIES WESTERN AUSTRALIA ENTERPRISE AGREEMENT 2019 - EXPIRES 28 SEPTEMBER 2022
- Shifts cancelled less than 48 hours prior to programmed commencement of works will have all costs reimbursed in full by client to Fulton Hogan Industries.
- No deductions, retentions, back charges or set - offs are to be made by the customer against payment for these works.

- FULTON HOGAN HAS FOLLOWING ISO CERTIFICATIONS: ISO 9001:2015 QUALITY - EXP 30 JUNE 2023; ISO 45001:2018 HEALTH AND SAFETY - EXP 30 JUNE 2023; ISO 14001:2015 ENVIRONMENT - EXP 30 JUNE 2023
- A suitable laydown area for plant and equipment and/or stockpile location situated within the works is to be provided at no cost to Fulton Hogan Industries.
- Limit of accuracy - the quantities provided for in this quotation are limited to +/- 10%. Fulton Hogan Industries reserves the right to revise the quotation if quantities are outside nominated limits.
- Mutual agreement of Commercial Terms & Conditions, clarification of Specifications, Design, Scope and Program required before commencement of works and rates adjusted accordingly if required. Evaluation and signing of subcontract terms may take 1 week from receiving document.
- The quantities listed are approximate only and our invoice will be based on actual quantities completed.
- Prior to commencement of the works by Fulton Hogan Industries, the signing of this document and a purchase order will be required to be returned.
- Quotation is to be read as non-separable unless approved in writing by Fulton Hogan Industries.
- Quotation prices are offered in accordance with Fulton Hogan Industries Terms & Conditions for full disclosure please visit www.fultonhogan.com/terms-conditions/
- Our submission does not including any goods and services tax (GST). Any goods and services tax will be added in accordance with the applicable GST law as defined in the New Tax System Act of 1999.
- If required the client is to provide a water cart for the works.



Fulton Hogan PO Box 104, Midland DC WA 6936
Business Development Manager

FULTON HOGAN TERMS AND CONDITIONS

Fulton Hogan Industries Pty Ltd (ABN 54 000 538 689) (Fulton Hogan)

These terms and conditions (Terms) will apply to any works (Works) (including the supply of materials) described in Fulton Hogan's quotation (Quotation) and undertaken by Fulton Hogan at the Customer's request. Expressions used in the Quotation have the same meaning in these Terms.

1. PRICE AND PAYMENT

1.1 Subject to these Terms, Fulton Hogan will complete the Works for the Price.

1.2 Unless the Customer has entered into written terms of credit with Fulton Hogan, the Price must be paid in full by the Customer to Fulton Hogan before Fulton Hogan is required to deliver any materials or commence the Works.

1.3 Fulton Hogan may by notice to the Customer adjust the Price if:

1.4 during the period between the date of the Quotation and the commencement of the Works, the cost of labour or materials has changed;

1.5 the Works described in the Quotation are different from the work actually performed by Fulton Hogan pursuant to the Quotation or as required by the Customer; or

due to matters outside of Fulton Hogan's reasonable control (for example, inclement weather, unsafe workplace, site restrictions, inadequate / inappropriate site preparation or delays by others), the Works take longer than reasonably anticipated by Fulton Hogan.

1.6 Fulton Hogan may charge for any materials ordered by the Customer where the Customer, without reasonable prior notice to Fulton Hogan, refuses or is unable to accept delivery of the materials.

1.7 Any claim for alleged short delivery of material must be made by the Customer in writing within 7 days of delivery, failing which the quantity stated on the delivery docket will be deemed to be the actual quantity supplied, for which the Customer will be liable.

1.8 No deductions, retentions, back charges or set-offs are to be made by the Customer.

2. SITE AND ACCESS

2.1 The Customer must:

2.1.1 provide Fulton Hogan with sufficient and safe access to and egress from the Site at all reasonable times, such that Fulton Hogan can undertake the Works in a safe and uninterrupted manner;

2.1.2 procure all consents, approvals, licences, permissions and permits required for Works, except those specified in the Quotation or entirely within the control of Fulton Hogan;

2.1.3 provide Fulton Hogan with all information relevant to the Works including the location of utilities;

2.1.4 mark the position of all services including pipes, drains, manholes, wiring and any obstacles in, under or about the Site; and

2.1.5 inform Fulton Hogan of any conditions affecting the Site or the Works which may impact upon the Works.

2.2 The Customer must ensure that the Site is:

2.2.1 prepared and maintained as specified in the Quotation and in a manner that is in all respects fit for the purpose and suitable for Fulton Hogan's performance of the Works; and

2.2.2 a safe workplace, such that Fulton Hogan can undertake the Works without risk of injury.

2.3 Should Fulton Hogan discover any:

2.3.1 material inconsistency between the existing position of the services, Site conditions and obstacles; and the information provided or marked by the Customer; or

2.3.2 any services, conditions and obstacles affecting the Site or the Works so as to render it reasonably impracticable for Fulton Hogan to continue with the Works,

2.3.3 Fulton Hogan may suspend the Works and immediately notify the Customer of such suspension. If, after 7 days of the suspension, the parties have not agreed in writing to recommence the Works, Fulton Hogan may terminate this contract, in which case Fulton Hogan will have no liability to the Customer for any loss or damage of any nature in no way connected with the Works, the contract or as a result of the suspension or termination. The Customer will be liable to Fulton Hogan for payment for the Works carried out prior to suspension or termination and for costs, losses and damages associated with the suspension and termination, including indirect and consequential losses.

2.4 Where Fulton Hogan's equipment or labour stands idle because Site conditions do not permit the use of equipment or labour, Fulton Hogan may charge the Customer at the applicable standby rate for that equipment or labour.

2.5 If the Customer requires that any employee, sub-contractor or representative of Fulton Hogan undertake any form of induction or screening in addition to the procedures normally required by Fulton Hogan, Fulton Hogan may charge the Customer at the applicable standby rate for the period of time that individuals and equipment are not available to progress the Works, plus any extra over costs.

3. DELIVERY, PROPERTY AND RISK

3.1 Property in any materials supplied by Fulton Hogan to the Customer does not pass, and the Customer is prohibited from registering any security interest in any materials delivered by Fulton Hogan, until the Customer has made full payment for the Works. Risk in materials passes to the Customer at the time they are tendered to the Site for delivery.

3.2 At the time of delivery the Customer or its agent will sign Fulton Hogan's delivery docket to acknowledge receipt of the materials delivered. If the Customer does not make itself or its agent available to sign Fulton Hogan's delivery docket, the Customer appoints Fulton Hogan as the Customer's agent with authority to sign the delivery docket.

3.3 Where unloading of materials is not completed within 20 minutes of tender, Fulton Hogan may charge the Customer at Fulton Hogan's standard rates in respect of any unloading time exceeding of 20 minutes.

3.4 Until payment of all monies owed by the Customer to Fulton Hogan, the Customer holds the materials as fiduciary bailee and agent for Fulton Hogan and must keep the materials physically separate from all other goods of the Customer, and clearly identified as owned by Fulton Hogan. If the Customer breaches this contract in a material way (including non-payment) or Fulton Hogan determines (acting reasonably) that there is a material risk that the Customer may not be able to discharge its obligations under this contract, then without prejudice to Fulton Hogan's other rights (including any rights Fulton Hogan may have pursuant to any applicable security of payments legislation), Fulton Hogan may without notice to the Customer enter any place where the materials are located (including the Site and premises occupied by the Customer) and recover possession of them. If the Customer sells any of the materials while money is owed to Fulton Hogan, or goods incorporating the materials are manufactured and / or resold by the Customer, the Customer must keep the proceeds of the manufacturing process and / or sale in a separate account and all book debts owed in respect, and proceeds, of such sales will be held in trust by the Customer for Fulton Hogan.

3.5 Unless specified in the Quotation, the Customer is responsible for any incidental damage caused to existing pavements, footpath crossings and other structures, surfaces and utilities associated with the Works. Fulton Hogan will not be responsible for maintenance and repair costs related to damage or contamination to applied surface treatments caused by others.

3.6 Unless specified in the Quotation, the Customer will be responsible for the:

- 3.6.1 establishment of appropriate traffic control signage prior to the commencement of the Works;
- 3.6.2 erection of aftercare signage at the completion of the Works;
- 3.6.3 provision of suitable facilities, including toilet and messing facilities;
- 3.6.4 removal of surplus and loose aggregate; and
- 3.6.5 application of temporary and final line-marking.

4 MATERIALS

- 4.1 Where the Works require Fulton Hogan to supply materials, the Customer is to provide at its cost a clean, hard stockpile site, which is suitable for mechanical loading and within 3 kilometres of the Site. If the stockpile site is more than 3 kilometres from the Site, the Customer is to pay any excess haulage costs incurred by Fulton Hogan at Fulton Hogan's applicable rate.
- 4.2 If Fulton Hogan is unable to supply sufficient materials both to complete the Works and fulfil its obligations to other customers, Fulton Hogan may, in its absolute discretion, apportion the available materials between customers (including the Customer) and in doing so Fulton Hogan will not incur any liability, including for any loss or damage (consequential or otherwise) to the Customer as a result of being unable to obtain sufficient materials.
- 4.3 If, at the Customer's direction or request excess materials have been delivered to Site and must be removed, the Customer will be liable (and may be required to pay in advance) for the costs of Fulton Hogan transporting the excess materials from the Site, at Fulton Hogan's applicable rate.

5 SPECIFICATIONS AND TESTS

- 5.1 All Works performed by Fulton Hogan will comply with the Customer's specifications, as notified to and accepted by Fulton Hogan. If no Customer specifications are supplied, Fulton Hogan will perform the Works in accordance with Fulton Hogan's current specification applicable to the type of Works, the relevant Australian Standard or general industry practice, as determined by Fulton Hogan.
- 5.2 Fulton Hogan will not undertake any tests unless specified and priced in the Quotation.

6 FORCE MAJEURE

- 6.1 Fulton Hogan is not liable to the Customer for any loss or damage, consequential or otherwise, arising from any delay or failure by Fulton Hogan in fulfilling its obligations under this contract where the cause of such delay or failure is beyond Fulton Hogan's reasonable control including acts of God, events of war, riots, civil commotions, fires, natural disasters, extreme weather conditions, road or rail closures or the acts or omissions of any sub-contractor or supplier engaged by Fulton Hogan.

7 INDEMNITY

- 7.1 The Customer indemnifies Fulton Hogan, its related entities, sub-contractors and suppliers and each of their officers, employees, contractors and agents from and against all loss, cost, expense, demand, damage, claim or liability (collectively loss or claim) whatever and howsoever arising (whether in contract, tort, breach of statutory duty or otherwise) under or in connection with these Terms, the Works or the supply of materials, and including a breach of these Terms or the negligent act or omission of any person in connection with these Terms.
- 7.2 Without limiting the application of any of the foregoing, this indemnity includes an indemnity for any loss or claim by any person including the general public, the Customer or its personnel, any person located on the Site or other third parties for injury, death, property damage or otherwise.

8 FULTON HOGAN'S LIABILITY

- 8.1 To the fullest extent permitted by law and notwithstanding any other clause of this contract, the liability of Fulton Hogan is limited, at Fulton Hogan's option, to the replacement of defective materials or the repair of the Works or to providing the Works again or to the payment of the costs of having the Works provided again, provided that defects in the materials or the Works occur within 3 months of completion of the Works and is notified to Fulton Hogan within 10 days of the occurrence of the defect.
- 8.2 Fulton Hogan not be responsible for any loss of profit, penalties, expenditure, damages or losses (including, without limitation, any consequential, special, incidental or indirect loss or damages) incurred by the Customer arising out of any delay in delivery of the materials or performance of the Works, caused by or arising out of any use or dealing with the materials whether arising from any defect in the materials, unsuitability for the Customer's purposes, negligence by Fulton Hogan or its employees, representatives, officers, agents, contractors or suppliers or in any other way or caused by any act, omission, failure, fault or negligence by them in performing the Works.
- 8.3 The parties agree and acknowledge that Fulton Hogan lays materials and undertakes Works on supporting structures that are prepared by others and that, unless specified in the Quotation, Fulton Hogan is not liable for defects in the Works attributable to the constitution, integrity and performance of the supporting structures.

9 GENERAL

- 9.1 The Quotation and these Terms constitute the entire basis upon which Fulton Hogan will undertake the Works and any representations, warranties, explanations or commitments or other terms or conditions, express or implied, affecting the subject matter are superseded by this document and have no effect. If there is an inconsistency between these the Quotation and these Terms, the Quotation shall prevail.
- 9.2 The parties submit to the non-exclusive jurisdiction of the courts of the State or Territory in which the Works are to be performed and the laws applying in that State or Territory is the proper law governing these Terms.
- 9.3 If any part of these Terms is unenforceable such part shall be severed and any unenforceability shall not effect any other part.
- 9.4 Where a dispute arises between the Customer and Fulton Hogan as to the performance by either the Customer or Fulton Hogan, as a result of which the Customer threatens or fails to make any payment claimed by Fulton Hogan, Fulton Hogan may immediately cease performance of the Works without incurring any liability of any nature whatsoever to the Customer pending settlement of the dispute.
- 9.5 After the Quotation is provided to the Customer, any order for Works or materials placed by the Customer is deemed to be an order incorporating these Terms notwithstanding inconsistencies which may be introduced in the Customer's order or acceptance unless expressly agreed to by Fulton Hogan in writing. At all times, these Terms are to take precedence over any terms and conditions of the Customer.
- 9.6 The Quotation and these Terms may only be varied by agreement in writing signed by both Fulton Hogan and the Customer.

10.. ACCEPTANCE OF TERMS & CONDITIONS

By signing the Quotation acceptance below, the Customer accepts these Terms and the Project Specific Terms and Conditions are part of the Quotation and that no other terms apply to the contract between the parties.

QUOTE No; WAHAZ20220159.02

Signature: _____

Name: _____

Title: _____

Date: / /



Colas Western Australia Pty Ltd

Response to :

SPRAY SEALING GNOWANGERUP RUNWAY

Reference Number : VP302670

Response posted on 09/May/22 10:21 AM

Response Reference: none provided

Response ID: VPR521843

Response created by:

John Greenhorn (jgreenhorn@colas.com.au)

Response posted via the Roads, Infrastructure & Depot Services (PSP009)

[Shire of Gnowangerup](#)

Response from:

Response ID: VPR521843

Created Date: Monday Mon/May/22 10:12 AM

Posted Date: Monday Mon/May/22 10:21 AM

Response reference: None provided

Response via: Roads, Infrastructure & Depot Services (PSP009)

Business: **Colas Western Australia Pty Ltd**

ABN **99 073 445 324**

Location: 34 Great Eastern Hwy
South Guildford
6055, Western Australia, Australia

Contact: *Contact Name:* John Greenhorn
Position: Contracts Administrator
Main Phone: +61 8 9367 0111
Mobile Phone: None Provided
Email: jgreenhorn@colas.com.au

Web Site: None provided

Description: From a family run business that commenced operations in 1996, COLAS Western Australia has grown to become Western Australia's largest Spray Seal contractor.

As a COLAS Australia Group Company, COLAS Western Australia has the same brand values as the dynamic COLAS Group, the worldwide leader in transportation and infrastructure construction and maintenance.

The COLAS Group is active in the maintenance of road, air, rail and maritime transportation infrastructure, urban development projects and recreational facilities. With 70,000 employees spanning 5 continents around the world, the COLAS Group carries out over 100,000 projects each year, backed by a tight international network of construction materials facilities, including; aggregates mining sites, asphalt plants, ready-mix concrete plants, liquid asphalt terminals and emulsions plants.

As a leader in infrastructure construction and maintenance, COLAS Western Australia's goal is to set the pace in our industry and to be a model of excellence by providing safe, innovative, sustainable and cost-effective solutions for our customers.

Our strong decentralised network of local business units work closely with our customers to provide them with solutions in the area of preservation, maintenance and expansion of their infrastructure as well as new construction.

Our association with the COLAS Group gives us access to a world of expertise and resources which can be made available to our customers.

Docs attached by the list admin to this supplier: None...



Price EXCLUDING Tax: \$ 637,777.00 AUD
Tax component: \$ 63,777.70 AUD
TOTAL PRICE: \$ 701,554.70 AUD
These prices are: Fixed
Comments: Subject to Rise and Fall in the GMP for bitumen ex SAMI Bitumen Technologies, Kwinana Refinery – \$1,285 per tonne effective from 1st May 2022.

Invoicing Details

If successful, the supplier will invoice with the following details

Business Name: COLAS WESTERN AUSTRALIA PTY LTD
Business Number: 99 073 445 324 (ABN)

Suppliers Attachments

The supplier has attached 1 document to this response. You can find it in this zip file under
'/Responses/Colas_Western_Austra/VPR521843/Response Docs/'



Fulton Hogan Industries Pty Ltd

Response to :

SPRAY SEALING GNOWANGERUP RUNWAY

Reference Number : VP302670

Response posted on 12/May/22 12:20 PM

Response Reference: none provided

Response ID: VPR522754

Response created by:

Brett Mottolini (brett.mottolini@fultonhogan.com.au)

Response posted via the Roads, Infrastructure & Depot Services (PSP009)

[Shire of Gnowangerup](#)

Response from:

Response ID: VPR522754

Created Date: Thursday Thu/May/22 10:36 AM

Posted Date: Thursday Thu/May/22 12:20 PM

Response reference: None provided

Response via: Roads, Infrastructure & Depot Services (PSP009)

Business: **Fulton Hogan Industries Pty Ltd**

ABN **54 000 538 689**

Location: 158 Talbot Road
Perth Airport
6105, Western Australia, Australia



Contact: *Contact Name:* Brett Mottolini
Position: Sales & Marketing Manager
Main Phone: 08 9454 0115
Mobile Phone: 0428844910
Email: brett.mottolini@fultonhogan.com.au

Web Site: <https://fultonhogan.com>

Description: Fulton Hogan is a major Australasian civil contracting company, providing a broad range of products and services to customers in the roads, quarrying, civil contracting, rail, infrastructure maintenance and land development sectors. Our 7500 strong team across Australia and New Zealand, continues to grow and diversify into new markets, taking on new challenges and making Fulton Hogan one of Australasia's fastest growing civil contracting companies. Known for its ability to develop strong relationships with its customers, Fulton Hogan leads technological advancement in the pavement construction sector, asphalt technology and dust suppression. At our Hazelmere and Bunbury Depots Fulton Hogan manufactures asphalt, supply & laying crews, spray seal capabilities, Line Marking, Minor Civils, Bridge Construction EZ Street cold asphalt manufacture & distribution and emulsion sales.

Docs attached by the list admin to this supplier: The following document(s) have been linked to this supplier by the Roads, Infrastructure & Depot Services (PSP009) panel administrator.

- psp009 fulton hogan - pricing 2021.pdf

Document(s) listed above NOT INCLUDED in this zip file for this supplier can be accessed by logging into VendorPanel and viewing the details for Fulton Hogan Industries Pty Ltd on the Roads, Infrastructure & Depot Services (PSP009) list of suppliers.

Compliance Details: *Type:* Product Liability Insurance
 Policy/Doc #: AU00007932LI21A
 Coverage Value 20000000
 \$:
 Issued by : XL Insurance Company SE
 Expiry: 31/May/22
 Comments: Not provided

Type: Public Liability Insurance
Policy/Doc #: AU00007932LI21A
Coverage Value 20000000
\$:
Issued by : XL Insurance Company SE
Expiry: 31/May/22
Comments: Not provided

Type: Workers Compensation Insurance
Policy/Doc #: PE1910280GWC
Coverage Value 50000000
\$:
Issued by : QBE
Expiry: 30/Jun/22
Comments: Not provided

Selection Status:

Your decision Undecided

Your personal notes:

None added

Your attachments to this response

None provided

Suppliers response:

Hi Geoff

See attached response - good to catch up on site.

Regards

Brett

Supplier provided pricing

Price EXCLUDING Tax: \$ 426,351.00 AUD
Tax component: \$ 42,635.10 AUD

TOTAL PRICE: \$ 468,986.10 AUD

These prices are: Estimated

Comments: Not provided.

Invoicing Details

If successful, the supplier will invoice with the following details

Business Name: FULTON HOGAN INDUSTRIES PTY LTD

Business Number: 54 000 538 689 (ABN)

Suppliers Attachments

The supplier has attached 1 document to this response. You can find it in this zip file under
'Responses/Fulton_Hogan_Industr/VPR522754/Response Docs/'

13.2	PROPOSED NEW COTTAGE INDUSTRY/CAFÉ/GIFT SHOP LOT 202 WALSH STREET, GNOWANGERUP
Location:	Lot 202 Walsh Street, Gnowangerup
Proponent:	D & R Whiffin
File Ref:	A1231
Date of Report:	19 October 2022
Business Unit:	Strategy & Governance
Officer:	Phil Shephard, Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

Proponent's letter and proposed floor plan

PURPOSE OF THE REPORT

For Council to determine a development application for a new tourist business proposed for Gnowangerup that will convert part of an existing dwelling into an enterprise providing craft/garden/gift and art items, café, tourist information etc for sale.

BACKGROUND

The proposal includes different land uses including exhibition centre, home business, industry-cottage and restaurant that are all permissible uses within the General Agriculture zone under the Shire's Local Planning Scheme No. 2 (LPS2).

The land uses exhibition centre, home business and restaurant are all 'A' advertised discretionary land uses which means the use is not permitted unless the Council grants approval after undertaking referral/advertising of the proposals before determining whether to approve/refuse the application. The land use industry-cottage is a 'D' discretionary land uses which means the use is permitted at the discretion of the Council.

The application was advertised through the Council's website and referred directly to adjoining/nearby landowners for comment. At the close of the comment period, no submissions were received for consideration.

COMMENTS

Proposal

The dwelling is proposed to be altered with the front of the house to be converted into a kitchen/servery and gift shop area and adjoining front yard facing Walsh Street to be landscaped with patios/gazebos and open/enclosed seating areas available with garden ornament/plant sales. The proponents comment that the venue will cater for up to 60 patrons with an expected average of 10-30 people per day.

The proponents have ample areas available on-site (see images below) for vehicle parking purposes and comment that larger vehicles such as trucks, caravans, busses can also utilise the rest stop area at the Broomehill-Gnowangerup Road/Walsh Street intersection. The proponents acknowledge that Walsh Street is an unsealed road, and they will experience dust during summer months and have considered in their fencing/garden layouts.



Aerial image of Lot 202 Walsh Street, Gnowangerup bordered in yellow (Image: Landgate Map Viewer Plus)



Aerial image showing existing dwelling with proposed development area bordered in yellow and property boundary bordered in red (Image: Landgate Map Viewer Plus)

Subject Site

Lot 202 has vehicular access to Walsh Street and totals 1.82 hectares in area. The dwelling has been constructed in the north-west corner of the lot with the remaining land used for limited grazing of animals and birds. The closest land use is the private school that adjoins the eastern boundary of the lot. The other lots in the area are used for a mixture of residential and large lot rural retreats.

Walsh Street is unsealed with open drains and is a local road under the management of the Shire of Gnowangerup which also services the CBH grain receival depot.

The lot has access to water supply, electricity and telecommunications infrastructure.



Street view along Walsh Street showing existing dwelling on the left (Image: Google Maps)

Zoning and Land Use

The lot is zoned 'General Agriculture' under the Shire's Local Planning Scheme No. 2 (LPS2). The proposal includes a number of different land uses all of which can be permitted within the zone. The proposal would be subject to normal development conditions including parking, signs, health, building and engineering requirements as part of any approval granted by Council.

The proposal has been considered by the Building Surveyor and Environmental Health Officer who have provided their comments and suggested conditions should the proposal proceed.

Submissions

The proposal was advertised and referred to adjoining/nearby landowners with an opportunity to comment on the application, whether supportive or not, prior to the Council considering the proposal. At the close of the comment period no submissions were received, and it is considered that the surrounding landowners do not object to the proposal proceeding.

Bushfire Planning

The site of the proposal is declared bushfire prone in the Department of Fire and Emergency Service mapping. These types of day-trip tourist proposals, where guests are expected to be unfamiliar with the local area/conditions, are considered vulnerable under the WA Planning Commission's Guidelines 'Planning for Bushfire Protection'. The proponents will therefore need to implement a Bushfire Management Plan and/or Emergency Evacuation Plan as part of any approval granted by Council.



Department of Fire and Emergency Service bushfire prone mapping for Lot 202 Walsh Street
Matters to be Considered

The Scheme and *Planning and Development (Local Planning Schemes) Regulations 2015* requires the Council have due regard to some 30 matters mentioned in determining whether to approve/refuse the development application. In this instance, not all matters affect the proposal, and those relevant ones are discussed in the table below.

Matter to be Considered	Comment
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	The proposal achieves the aim for General Agriculture zoned land to provide for range of uses compatible with the land and that retain the character and amenity of the locality.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	The proposal meets the requirements of orderly and proper planning.
m) the compatibility of the development	The proposal is not large-scaled and will

Matter to be Considered	Comment
with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;	include domestic sized garden structures and seating areas in the front yard and part of the dwelling converted into kitchen/gift shop. The remainder of the dwelling will be retained and occupied by the proponents. The development is well setback from any adjoining uses and is considered compatible with surrounding developments. Any expansion of the proposal would require additional Council approval.
(n) the amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;	The proposal is not expected to have any adverse impacts on the environment, character or the amenity of the adjoining lots.
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;	The proposal will not adversely impact on the natural environment or water resources as the land is already cleared and currently used for a dwelling and paddocks. No details on stormwater containment/disposal has been provided.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;	Parts of the proposal will include landscaping and gardens being established in existing cleared areas. No additional clearing is required.
(s) the adequacy of – (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;	The existing crossover onto Walsh Street shall be upgraded to the satisfaction of the Manager of Works. The proponents acknowledge that their development adjoining unsealed Walsh Street will see them experience dust impacts from traffic including grain trucks on the road during summer months. All unloading including goods and guests to the site shall occur on-site within the defined parking areas
(w) the history of the site where the development is to be located;	The site has a history of residential use.

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Adjoining Landowners

LEGAL AND STATUTORY REQUIREMENTS

Shire of Gnowangerup Local Planning Scheme No. 2

The application is required to be determined in accordance with the requirements of Local Planning Scheme No. 2 which is an operative local planning scheme under the *Planning and Development Act 2005*.

This is a discretionary decision, and the applicant has a right to request a review of any decision and/or condition made by the Local Government to the State Administrative Tribunal if aggrieved by the decision and/or any condition.

POLICY IMPLICATIONS

Nil

IMPACT ON CAPACITY

Nil

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category	Compliance
Consequence Rating	Insignificant
Likelihood Rating	Rare (1)
Acceptance Rating	Low (1)
Risk Acceptance Criteria	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

FINANCIAL IMPLICATIONS

Statutory development application fee have been paid as set out in the Shire’s Fees and Charges.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2021 – 2031

2. OUR ECONOMY

2.3 Community Priority

Local businesses and the Shire have access to diverse skills and appropriate services.

2.3.2 Actions

Work with relevant stakeholders to attract small business and trades to the Shire.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available, which are discussed below:

1 *Not approve the proposal*

The Local Government can refuse the application. If this option was chosen, the Council would have to provide reasons for the refusal.

2 Approve the proposal

The Council can choose to approve the proposal, in whole or part, and with or without conditions. If this option was chosen, the proposal could proceed subject to compliance with any conditions of approval.

3 Defer the proposal

The Council can choose to defer the matter for a period of time and seek additional information from the proponents, if deemed necessary to complete the assessment, before proceeding to make a decision.

CONCLUSION

The proposal involves developing a new tourist business in Gnowangerup. The proposal has been advertised for comment and no submissions and/or objections to the proposal proceeding were received. The development involves discretionary land uses within the General Agriculture zone and Council can approve or refuse the application.

It is recommended the proposal be approved subject to conditions.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr P Callaghan

Seconded: Cr R Kiddle

1022.130 That Council

Grants development approval for the proposed new industry-cottage/café/gift shop at Lot 202 Walsh Street, Gnowangerup subject to:

- 1) The developments to be fully implemented in accordance with the stamped approved plans/details and where marked in red unless a variation has been approved in writing by the Chief Executive Officer.**
- 2) The crossover onto Walsh Street to be upgraded and sited, designed and constructed to the satisfaction of the Shire of Gnowangerup (Infrastructure Services) and thereafter maintained.**
- 3) The vehicle accessways and designated parking areas shall be constructed and maintained to a minimum all-weather standard (e.g. gravel, crushed rock) to facilitate access to the development by 2-wheel drive vehicles to the satisfaction of the Shire of Gnowangerup (Infrastructure Services) and thereafter maintained.**
- 4) Provision of a one (1) on-site car parking bay for each 4 seats provided for patrons and all staff parking shall also be located on-site.**
- 5) This approval does not permit parking of vehicles and/or equipment or storage of any goods within the Walsh Street road verge area at any time.**

- 6) The loading and unloading of goods to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.
- 7) The approved development shall be connected to a reticulated water supply provided by a licensed water provider.
- 8) The approved development shall be connected to the existing on-site effluent disposal system and upgraded to the satisfaction of the Shire of Gnowangerup (Environmental Health Services).
- 9) The approved use/development is to comply with the requirements of the *Food Act 2008* and the *Australian New Zealand Food Standards Code* to the satisfaction of the Shire of Gnowangerup (Environmental Health Services).
- 10) The approved development shall provide public toilet facilities (including for universal access) to the satisfaction of the Shire of Gnowangerup (Building Services).
- 11) A bin storage area shall be provided on-site and screened from public view to the satisfaction of the Shire of Gnowangerup (Environmental Health Services).
- 12) All stormwater runoff from the site and buildings being controlled, retained and stored for reuse on-site and/or disposed of off-site to the satisfaction of the Shire of Gnowangerup. No discharge onto the adjoining properties is permitted.
- 13) Prior to the lodgement of a Building Permit, the applicant is to provide an Emergency Evacuation Plan to the satisfaction of the Shire of Gnowangerup detailing bushfire management/protection measures for the property.

Advice Notes:

- a) *A Building Permit from the Shire must be obtained prior to the commencement of any construction work.*
- b) *In accordance with the provisions of the Food Act 2008 and the Australian New Zealand Food Standards Code, an application to register the food business hereby permitted must be submitted and approved by the Shire of Gnowangerup (Environmental Health Services) prior to the commencement of operations.*
- c) *Prior to the construction and fit out of the premises, detailed plans and specifications of all seating areas, internal fixtures, finishes and fittings must be submitted to and approved by the Shire of Gnowangerup (Environmental Health Services).*
- d) *The development shall include provision for universal access and facilities in accordance with the provisions contained in the Building Code of Australia and Australian Standard 1428.*
- e) *Any business signs proposed to be erected off or on-site (unless no more than 0.2m² in area) will require the separate development approval of the Shire of Gnowangerup. Please liaise with Planning Services in regard to what approvals may be required.*

- f) You acknowledge that the approved development adjoins unsealed Walsh Street and you are expected to experience dust impacts from traffic including grain trucks on the road during summer months.*

UNANIMOUSLY CARRIED: 8/0

Rhoda Whiffin
Lot 202 Walsh Street
GNOWANGERUP WA 6335

New Business Application - 1 Walsh Street Gnowangerup

I wish to take just a few moments of your time to introduce myself and give you a brief rundown of my past history. My intent is to open a business with the community needs and encourage additional tourism to a town that has already so much to offer, Gnowangerup.

My name is Rhoda Whiffin and I have recently purchased my forever home in Gnowangerup. I previously lived and worked in Pinjarra where I sold my house and business to relocate to Gnowangerup to live and start a new business.

In November 2019 I started a lolly shop, Lovers of Lollies, with council approval from my home residents, in North Pinjarra. As our local take away shop had been closed for several years, this was an opportunity to offer my community easy access to lollies, homemade baked goods, refreshments and gift boxes. By August 2020 Lovers of Lollies was relocated to a beautiful heritage listed retail building on the main street of Pinjarra, next to Kentwell Park. I increased our product range, including café items, encouraged local market business to join us, promoted Pinjarra and surrounding areas through tourism and made a solid connection with charter travel coach liners. Our Senior groups, of 45 to 50 people had regular bookings for our morning tea specials and would frequently call ahead for a stop in if they were in the area. In October 2021, I made the decision to look for a retail building to purchase with the same charm and character, this then, brought me to Gnowangerup. I placed an advertisement on Gumtree and a sign on the counter offering someone the opportunity to continue our lease of the building. As the community increasingly showed happiness for our success and our future plans, they also expressed that they would miss having such a quaint and community friendly lolly shop in Pinjarra. Reluctantly, I decided to include the shop for sale with the lease. Secretly hoping it would not sell by the time our home sold and I could simply relocate it to Gnowangerup. Lovers of Lollies sold in seven days to a regular customer and remains in Pinjarra.

We now call Gnowangerup our 'forever home' and my husband, Dale, and I are settling in well. The community and locals have overwhelmed us with kindness and acceptance that there is no doubt in my mind that we have settled in the right community. I feel Gnowangerup has so much to offer and will become a major tourism destination in the near future. Therefore my drive and commitment to open my new business 'The Rustic Chicken' from 1 Walsh Street, my residential home, is stronger than ever, as I have exhausted my efforts to find an appropriate commercial location in the main street.

The Rustic Chicken is a new business that will grow to meet the demands of the Gnowangerup community. My intent is to provide a variety of merchandise offering something for everyone, from single parents, tradespeople, pensioners and tourists. I would like to offer weekend trading hours, giving the community and tourists a place to enjoy a small bite to eat and a hot or cold beverage. The business will provide a rest area for travellers and a tranquil and quaint area for our local community to meet. The proposed location will be enclosed and private with outdoor seating areas allowing groups to meet

within a family friendly environment. Our location offers the opportunity to expand in capacity and structurally. As shown in our aerial view we have designated areas in which we could provide additional toilets, building structures, manicured garden grounds, animal viewing enclosures, mini golf and the list could be endless. These have not been included in our plans at this time and may never eventuate, although we have considered future designated areas and will consult with council if we decide to go down those paths.

Our outdoor seating has been designed with the winter months in mind. We have included an enclosed undercover area that can be opened up to accommodate for a large group booking. We will also have areas for families with children to play on the grass.

We will be offering the community and surrounding communities the opportunity to provide handmade local craft items to sell and or become one of our suppliers. We intend to offer them help and aid to start their own business by showcasing their artwork and offering them free advertisement.

We intend to contact local schools and businesses to offer lunch meals and morning tea orders from an itemised menu.

As I have connections with charter bus companies which are eager to book sequedad morning tea and lunch trips, we estimated our capacity to hold at times up to 60 people. Although on a daily basis our numbers may average in the 10 to 30 people.

Although we have ample room available for parking, additional parking for excessive vehicles, trucks and caravans have the option to park in the council rest area on the corner of Yunderup Road and Walsh Street. Large vehicles, which regularly park there, have the ability to park without blocking the parking area or roadside. Obstruction from traffic congestion or view should not be an issue given our location. We are aware we will receive additional dust coming off Walsh Road in the drier months of the year. This has been considered during our plans for our fencing and garden layout. We are aware we will receive a level of dust and we will understand there will be a considerable amount of cleaning required to keep our outdoor tables and chairs free from road dust.

As on a regular customer visit, our numbers will be generally low and our noise level will be minimal. Our tranquil surroundings will not require loud and unpleasant music and our regular hours of trade will not include evenings. Our outdoor seating area will be surrounded by fencing and gardens to minimise noise of chatter travelling to neighbouring residents. Neighbouring residents are a reasonable distance away so that it is unlikely noise pollution will affect or disturb our neighbours in any way.

I have included a basic rundown and will be subject to change depending on community interest. Outline is as follows;

Name

· The Rustic Chicken

Trading Times

· Friday through to Monday 9am till 5pm

Product Range

- Beverages including coffee and other hot drinks, milk shakes, spiders and a range of fizzy drinks, fruit juices etc.
- In-house baked goods including cakes, slices, biscuits, muffins, fudge, rocky road, candy's etc
- Café items including fresh sandwiches, rolls, wraps, selection of meat and salad lunch combos, soup and rolls, pies, pasties, sausage rolls, quiches, pizza slices, bagels, slow cooked meat rolls, toasties, yoghurt and fruit cups and more (this depends on demand and council approval)
- Selection of lollies, travel packs combos, rock candy, humbugs, giant freckles, good old favourites, kids favourites, big bright and colourful
- Craft and gift items. A selection of homemade, locally sourced and purchased giftware from suppliers with the intent to resell.
- Garden and gift items. A selection of plants, flowers and seedlings home grown and purchased from a supplier for the intent to resell. Also
include garden art, windchimes, ponds, ornaments, soil, pots, artificial plants.
- Tourism information, maps, souvenirs for Gnowangerup and The Rustic Chicken, special offers

As I have previously required suppliers for food, lollies, small giftware, books, educational games and books, craft supplies and garden supplies I already have a solid knowledge and rapport with wholesalers and their product range.

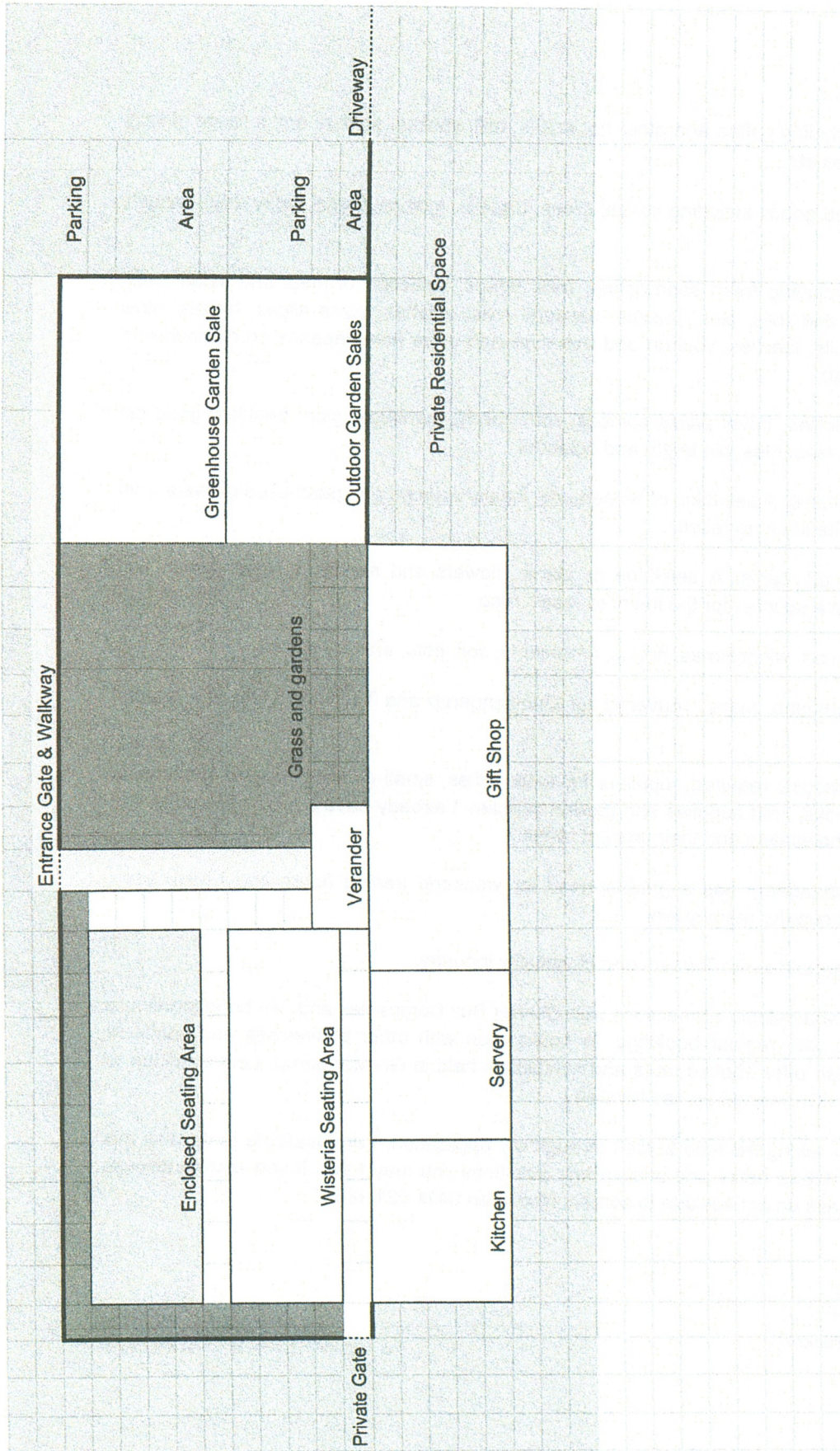
I believe Gnowangerup has a greater need for weekend trading hours and I have been trading these hours for many years.

I have a background in the Tourism and Hospitality industry.

I have strong and reliable connections with Charter Bus Companies and can bring tourism to Gnowangerup with regular bookings. In conjunction with other businesses and points of interest, we can offer booked tours and exhibitions held in Gnowangerup. Let's continue to show WA what Gnowangerup has to offer!

Thank you for taking the time to look through my application. I am available to discuss this application in future detail and answer any questions you may have. If you wish to discuss this future please do not hesitate to contact Rhoda on 0411 021 183.

Kind Regards
Rhoda Whiffin
The Rustic Chicken



13.3	GNOWANGERUP MEDICAL CENTRE SERVER UPGRADE & UNBUDGETED RESERVE TRANSFER
Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	25 October 2022
Business Unit:	Corporate and Community Services
Responsible Officer:	Cherie Delmage – Deputy Chief Executive Officer
Author:	Cherie Delmage – Deputy Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- 1 Gnowangerup Medical Centre Server Upgrade Proposal – Solutions IT

PURPOSE OF THE REPORT

For Council to:

1. Consider the Gnowangerup Medical Centre Server Upgrade Proposal as prepared by Solutions IT and attached to this Report;
2. Approve the implementation of Option 1 of the Proposal; and
3. Approve the transfer of funds from the Computer Replacement Reserve to cover the cost.

BACKGROUND

The Gnowangerup Medical Centre (the Centre) has been experiencing considerable and frequent performance issues with their ageing server which is impacting on business continuity. Solutions IT has worked to try and improve performance where possible however the hardware is out of warranty and due for replacement.

Solutions IT have been working with the Centre to try and free up space on the existing Server but have advised that this is a short-term, high-risk solution.

The current issues the Centre have been experiencing with their current server has resulted in several instances where the Centre has simply not been able to operate.

The Contract between the Shire of Gnowangerup and Dr Oluyede includes the Shire providing the Centre with IT Hardware. The Shire also have full responsibility for the management of the Centre records including Risk and Archival.

COMMENTS

Nil

CONSULTATION

Consultation has occurred with Steve Payne, Solutions IT; Chelsea Why, Records & Research Officer; and Bob Jarvis, CEO.

Solutions IT have been in consultation with Dr Olumayokun Oluwole Oluyede and the Centre's administrative staff to address the current issues.

LEGAL AND STATUTORY REQUIREMENTS

Shire staff have worked to ensure legal and statutory requirements regarding the tender process and transfer of unbudgeted reserves have been met.

POLICY IMPLICATIONS

Purchasing Policy 4.1 applies

FINANCIAL IMPLICATIONS

At the time of writing this report, the cost of the proposal is estimated. It is recommended that the cost of the required work be covered by funds in the Computer Replacement Reserve Account.

Description	\$
Server Hardware & Windows Server Licensing	4,800
SQL Server Licensing (Manages the Database)	1,300
SQL Client Access Licence (CAL) x 4	1,200
Labour	2,500
Total Estimated Cost	9,800

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 1. Our Community

Community Priority: 1.2 Facilitate and advocate for the provision of quality health services, health facilities and programs.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS

Gnowangerup Medical Centre Records Management

Provision of medical services

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The need to replace the Server at the Shire of Gnowangerup Medical Centre is considered high priority as the impact of a loss of data and the associated down time would impact both the service provided by the Medical Centre and integrity of client records and their associated confidentiality.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr K O’Keeffe

1022.131 That Council:

- 1. Accepts Option 1 of the Proposal to address the significant issues occurring with the computer server at the Gnowangerup Medical Centre, as submitted by Solutions IT and outlined in the Report;**
- 2. Approves an unbudgeted expenditure of up to a maximum of \$10,000 to meet the Proposal; and**
- 3. Approves the transfer of up to \$10,000 from the Shire’s Computer Replacement Reserve Account as required to implement the Proposal.**

CARRIED BY ABSOLUTE MAJORITY: 8/0

Medical Centre Server Upgrade Proposal

Shire of Gnowangerup

Delivered On:
21st October 2022

Prepared By:
Steve Payne

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1. BACKGROUND

The Shire of Gnowangerup Medical Centre has been experiencing large amounts of performance issues with their ageing server which is impacting on business continuity. Solutions IT has worked to try and improve performance where possible however the hardware is out of warranty and due for replacement.

This proposal is directed at the Gnowangerup Medical Practice.

2. OBJECTIVES

The objectives for this proposal are covering two key areas of ICT infrastructure:

2.1 Replacement or upgrade of the Medical Practice Server

The current server at the medical practice is out of warranty and has extreme performance issues. Options will be presented to conduct either of the following solutions:

1. upgrade the existing hardware with newer hardware and migrate all medical practice software to new server housed at medical centre
2. upgrade the existing hardware with newer hardware and migrate all medical practice software to new server housed at Shire office
3. migrate the current medical practice server data from the physical host server at the medical practice to the Shire of Gnowangerup physical host server.

2.2 Update wireless bridge connection

Currently there is a wireless bridge connection between the Shire of Gnowangerup office building and the medical practice. This connection is using outdated hardware. It is sufficient for internet speeds to be shared across from the Shire of Gnowangerup offices, with average internet speeds recorded at the practice of 40Mbps. It is recommended that the bridge hardware be updated to allow gigabit speed transmission and this will be a requirement if the option to migrate the virtual machine to the Shire office is selected.

3. SCOPE OF WORKS

The scope of works will be dependent on the option selected.

Option 1: upgrade existing server hardware scope (Medical Centre location)

1. Install and configuration of new Windows Server. License and activate Windows and SQL server as required.
2. Migrate Medical Director and any other required software from existing server to new server.
3. Remove medical practice workstations from old domain and set as standalone networked devices
4. Configure end user devices to use new server and setup printers and relevant access.

Option 2: upgrade existing server hardware scope (Shire office location)

1. Setup Shire office infrastructure to segregate medical practice server
2. Install and configuration of new Windows Server. License and activate Windows and SQL server as required.
3. Migrate Medical Director and any other required software from existing server to new server.
4. Remove medical practice workstations from old domain and set as standalone networked devices
5. Configure end user devices to use new server and setup printers and relevant access.
6. Upgrade wireless bridge hardware

Option 3: migrate Medical Director to Shire host server

1. Setup Shire office physical host and infrastructure to segregate medical practice server (required to purchase additional server licensing and memory capacity)
2. Setup new virtual machine on Shire office host server
3. Migrate Medical Director and other associated software to new virtual machine
4. Remove medical practice workstations from old domain and set as standalone networked devices
5. Configure end user devices to use new server and setup printers and relevant access.
6. Upgrade wireless bridge hardware

4. RISKS

The following are identified risks for each scenario to be considered.

4.1 **New server at Medical Practice**

Risk: Currently the internet for the Medical Practice is provided by wireless bridge connection from the Shire office. If there is an outage at the Shire, the Medical Practice will also lose internet connectivity.

Remediations: A 4G internet connection could be provided at the Medical Practice Meraki Appliance to provide emergency redundancy. The Medical Practice can continue to operate with the Medical Director software, even without internet connectivity.

4.2 **New server at Shire Office**

Risk: Any loss of power or network connectivity or internet at the Shire Office will impact the Medical Practice as they will be accessing the resources via the wireless bridge connection.

4.3 **Migrate Medical Practice data to Shire Office Host Server**

Risk: Medical Practice access is determined by uptime and accessibility of Shire office server hardware. Any disruptions or outages at the Shire office whether hardware, software, network or internet related, will also impact on the Medical Practice.

5. **TIMELINE**

Once approval has been given for the project to go ahead, Solutions IT will commence work as soon as practicable.

Migration of the Medical Practice virtual machine will require a full day's outage or can be conducted out of hours (weekend).

Once approval is given for server hardware and software licensing to be purchased, Solutions IT will process.

**Note – hardware delivery time frames will be dependent on supply/stock availability. A best guess estimate will be provided on more accurate timeframes once available.

14. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15. DATE OF NEXT MEETING

The next Ordinary Council Meeting will be held on the 23 November 2022.

16. CLOSURE

Prior to closure of the meeting, Cr Fiona Gaze, Shire President, gave a heartfelt thank you to the outgoing CEO, Mr Bob Jarvis, on behalf of all Councillors.

Cr Gaze noted Mr Jarvis' contribution to the Shire of Gnowangerup acknowledging his hard work, tenacity, dedication and sense of humour and made the observation that the Shire was all the better for his being there.

Mr Jarvis responded by thanking the Council and noted that he and his wife Liz had greatly enjoyed their time at the Shire and referenced the welcoming nature of the community.

Mr Jarvis further noted that the Councillors of the Shire were some of the best he had had the privilege to work with and that they were truly a Council who worked for the good of the entire community and were genuine in their intentions.

Mr Bob Jarvis also acknowledged the staff and their commitment and support to both the organisation and the community.

The Shire President thanked Council and staff for their time and declared the meeting closed at 4:20pm.