



*“A thriving
community, making
the most of our
coastline, ranges and
rural settings to
support us to grow
and prosper”*

ORDINARY COUNCIL MEETING

Agenda

**Meeting Date Thursday 16
February 2023**

Meeting Time 8:30 am

**To be held at Chapman Valley
Administration Office, 3270 Chapman
Valley Road, Nabawa WA 6532,
Council Chambers.**

**Jamie Criddle
Chief Executive Officer**



SHIRE OF

Chapman Valley

love the rural life!

Strategic Community Plan 2022-2032



Snapshot

OUR VISION

"A thriving and diverse community, embracing our coastline, ranges and rural settings to support growth and prosperity, while enjoying our peaceful and quiet lifestyle."

OUR VALUES

Ethical, Honest, Integrity,
Leadership, Respectful, Trustful



COMMUNITY, HEALTH & LIFESTYLE

- 1.1 Nurture the sense of community and unity across the Shire, while supporting towns and their volunteers in local issues
- 1.2 Address identified ageing population issues
- 1.3 Strengthen our role in regional partnerships and advocacy for continuity of local services/ facilities
- 1.4 Maintain and enhance safety and security in the Shire
- 1.5 Maximise health and lifestyle outcomes through environmental and public health strategies



ECONOMY & POPULATION

- 2.1 Build population and business activity through targeted strategies
Provide support for business development and local employment
- 2.2 Embrace local tourism and regional strategies and trails
- 2.3 Ensure town planning compliments economic and business development, population retention and growth strategies
- 2.4 Develop marketing plan to promote Chapman Valley as place to live, invest, work or visit



ENVIRONMENT & SUSTAINABILITY

- 3.1 Preserve and protect the natural environment and address environmental risks as they arise
- 3.2 Maintain the rural identity of the Shire
- 3.3 Build the green canopy of the Shire's town areas
- 3.4 Address weed and vermin control
- 3.5 Fire mitigation and control



PHYSICAL & DIGITAL INFRASTRUCTURE

- 4.1 Develop, manage, and maintain built infrastructure
- 4.2 Manage and maintain roads, drainage, and other essential infrastructure assets
- 4.3 Aspire to robust communication and digital infrastructure in the Shire through strong partnerships and alliances
- 4.4 Advocate for improved power networks
- 4.5 Advocate for improved water security within the Shire



GOVERNANCE & ACCOUNTABILITY

- 5.1 Ensure governance and administration systems, policies and processes are current and relevant
- 5.2 Be accountable and transparent while managing human and physical resources effectively
- 5.3 Make informed decisions within resources and areas of responsibility
- 5.4 Ensure robust processes and guidelines for development

ACKNOWLEDGEMENT OF COUNTRY

The Shire of Chapman Valley would like to respectfully acknowledge the Naaguja peoples who are the traditional owners and first people of the land on which we stand.

We would like to pay our respect to the elders past, present and emerging for they hold the memories, the traditions, the culture and hopes of the Naaguja peoples.

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley 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 Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

Table of Contents

1	Declaration of Opening & Announcements of Visitors	6
2	Announcements from the Presiding Member.....	6
3	Record of Attendance	6
3.1	Attendees.....	6
3.2	Apologies.....	6
3.3	Previously Approved Leave of Absence (By Resolution of Council)	6
4	Public Question Time	7
4.1	Response to Previous Public Questions on Notice.....	7
4.2	Public Question Time	7
5	Applications for Leave of Absence	8
6	Disclosure of Interest	8
7	Presentations	8
7.1	Petitions	10
7.2	Presentations	10
7.3	Deputations	10
8	Confirmation of Minutes from Previous Meetings	10
8.1	Ordinary Council Meeting held on 15 December 2022	10
9	Items to be dealt with En Bloc	66
10	Officer Reports	67
10.1	Deputy Chief Executive Officer.....	67
10.1.1	Proposed Shed, Redcliffe Concourse, White Peak	67
10.1.2	Proposed Rezoning - Lot 100 'Wells Road', Howatharra	80
10.2	Manager of Finance & Corporate Services.....	146
10.2.1	Financial Management Report	146
10.2.2	Annual Budget Review.....	210
10.3	Chief Executive Officer.....	222
10.3.1	Annual Electors Meeting.....	222
10.3.2	Corporate Business Plan 2022-2025.....	232
10.3.3	Nabawa Recreational Centre Upgrades - Disaster Ready Fund Application	240
11	Elected Members Motions	244

12 New Business of an Urgent Nature Introduced by Decision of the Meeting.....	244
13 Delegates Reports.....	245
14 Announcements by Presiding Member Without Discussion	245
15 Matters for which Meeting to be Closed to Members of the Public...	245
16 Closure	246

1 Declaration of Opening & Announcements of Visitors

The President will welcome elected members, staff and visitors to the council meeting and declaring the meeting open.

“The Shire of Chapman Valley would like to respectfully acknowledge the Naaguja peoples who are the traditional owners and first people of the land on which we stand.

We would like to pay our respect to the elders past, present and emerging for they hold the memories, the traditions, the culture and hopes of the Naaguja peoples.”

2 Announcements from the Presiding Member

3 Record of Attendance

3.1 Attendees

The following are anticipated to attend the council meeting:

Elected Members

Cr Kirrilee Warr (President)

Cr Darrell Forth (Deputy President)

Cr Nicole Batten

Cr Beverley Davidson

Cr Elizabeth Elliott-Lockhart

Cr Peter Humphrey

Cr Catherine Low

Cr Trevor Royce

Officers

Jamie Criddle, Chief Executive Officer

Simon Lancaster, Deputy Chief Executive Officer

Dianne Raymond, Manager Finance & Corporate Services

Beau Raymond, Minute Taker

Visitors

3.2 Apologies

3.3 Previously Approved Leave of Absence (By Resolution of Council)

Nil

4 Public Question Time

4.1 Response to Previous Public Questions on Notice

Nil

4.2 Public Question Time

**Local Government Act 1995
SHIRE OF CHAPMAN VALLEY
Standing Orders Local Law 2016
Part 6 - Public participation**

6.6 Procedures for question time for the public

Procedures for question time for the public are dealt with in the Regulations.

6.7 Other procedures for question time for the public

(1) A member of the public who raises a question during question time, is to state his or her name and address.

(2) A question may be taken on notice by the Council for later response.

(3) When a question is taken on notice the CEO is to ensure that:

(a) a response is given to the member of the public in writing; and

(b) a summary of the response is included in the agenda of the next meeting of the Council.

(4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to:

(a) declare that he or she has an interest in the matter; and

(b) allow another person to respond to the question.

(5) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.

(6) Where a member of the public provides written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.

(7) The Presiding Member may decide that a public question shall not be responded to where:

(a) the same or similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;

(b) the member of the public uses public question time to make a statement, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to

phrase the statement as a question; or

(c) the member of the public asks a question that is offensive or defamatory in nature, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.

(8) A member of the public shall have two minutes to submit a question.

(9) The Council, by resolution, may agree to extend public question time.

(10) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

5 Applications for Leave of Absence

6 Disclosure of Interest

Local Government Act 1995

Administration Part 5

Disclosure of financial interests and gifts Division 6

s. 5.59

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

“a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.”

Section 5.60B:

“a person has a proximity interest in a matter if the matter concerns –

(a) a proposed change to a planning scheme affecting land that adjoins the person’s land; or
(b) a proposed change to the zoning or use of land that adjoins the person’s land; or
(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person’s land.”

Regulation 34C (Impartiality):

“interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”

7 Presentations

Local Government Act 1995
SHIRE OF CHAPMAN VALLEY
Standing Orders Local Law 2016
Part 6 - Public participation

6.9 Deputations

- (1) Any person or group wishing to be received as a deputation by the Council is to either:
- (a) apply, before the meeting, to the CEO for approval; or
 - (b) with the approval of the Presiding Member, at the meeting, address the Council.
- (2) The CEO may either:
- (a) approve the request and invite the deputation to attend a meeting of the Council; or
 - (b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.
- (3) Unless the council resolves otherwise, a deputation invited to attend a Council meeting:
- (a) is not to exceed 5 persons, only 2 of whom may address the Council, although others may respond to specific questions from Members;
 - (b) is not to address the Council for a period exceeding 10 minutes without the agreement of the Council; and,
 - (c) additional members of the deputation may be allowed to speak with the leave of the Presiding Member.
- (4) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.

6.10 Petitions

- (1) A petition is to -
- (a) be addressed to the President;
 - (b) be made by electors of the district;
 - (c) state the request on each page of the petition;
 - (d) contain the name, address and signature of each elector making the request, and the date each elector signed;
 - (e) contain a summary of the reasons for the request; and
 - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the local government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause (3).
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless:
- (a) the matter is the subject of a report included in the agenda; and
 - (b) the Council has considered the issues raised in the petition.

6.11 Presentations

(1) In this clause, a presentation means the acceptance of a gift or an award by the Council on behalf of the local government or the community.

(2) A presentation may be made to the Council at a meeting only with the prior approval of the CEO.

7.1 Petitions

The Council has not received any petitions at the time of writing this report.

7.2 Presentations

The Council does not anticipate any presentations at the time of writing this report.

7.3 Deputations

The Council has not received any deputations at the time of writing this report.

8 Confirmation of Minutes from Previous Meetings

Recommendation

That the Minutes of the Ordinary Council Meeting held on 15 December 2022 be confirmed as true and accurate.

ORDINARY COUNCIL MEETING

Unconfirmed Minutes

**8:30am Thursday
15 December 2022
Council Chambers**

DECEMBER 2022

SHIRE OF CHAPMAN VALLEY
Jamie Criddle
CHIEF EXECUTIVE OFFICER

*"A thriving
community.
making the
most of our
coastline.
ranges and
rural
settings to
support us
to grow and
prosper"*



SHIRE OF
Chapman Valley
love the rural life!

DISCLAIMER



No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley 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 Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Chapman Valley.



Jamie Criddle
CHIEF EXECUTIVE OFFICER

Table of Contents

1.0	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS	4
2.0	ANNOUNCEMENTS FROM THE PRESIDING MEMBER	4
3.0	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED) ..	4
3.1	Attendees	4
3.2	Apologies	4
3.3	Previously Approved Leave of Absence (By Resolution of Council)	4
4.0	PUBLIC QUESTION TIME	4
4.1	Response to Previous Public Questions on Notice	4
4.2	Public Question Time	4
5.0	APPLICATIONS FOR LEAVE OF ABSENCE (by Resolution of Council)	4
6.0	DISCLOSURE OF INTEREST	5
7.0	PETITIONS/DEPUTATIONS/PRESENTATIONS	5
7.1	Petitions	5
7.2	Presentations	5
7.3	Deputations	5
8.0	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	6
8.1	Ordinary Meeting of Council held on Thursday 17 November 2022	6
9.0	ITEMS TO BE DEALT WITH EN BLOC	6
10.0	OFFICERS REPORTS	6
10.1	Deputy Chief Executive Officer	7
10.1.1	Proposed Subdivision	8
10.1.2	Proposed Rezoning – Yuna Church	17
10.2	Manager of Finance & Corporate Services	23
10.2.1	Financial Management Report	24
10.3	Chief Executive Officer	26
10.3.1	Local Government Reform – Election Transition Arrangements	27
10.3.2	FABCV – Hire of Facilities (Fee Waiver)	30
10.3.3	Elected Member Reimbursements – Policy Review	37
10.3.4	Tourism & Events Advisory Group	43
11	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	45
12	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING ..	45
12.1.1	2021/2022 Annual Report and Annual General Meeting of Electors	46
12.1.2	Harvest Vehicle Movement Ban exemption for Western Power	49
12.1.3	WALGA Best Practice Governance Review Consultation	51
13	DELEGATES REPORTS	55
14	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	55
15	MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC	55
16	CLOSURE	55

ORDER OF BUSINESS

1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Shire President welcomed Elected members & Staff and declared the meeting open at 8:38am.

I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present and emerging.

2.0 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

3.1 Attendees

Elected Members	In	Out
Cr Kirrilee Warr (President)	8:38am	10:18am
Cr Darrell Forth (Deputy President)	8:38am	10:18am
Cr Nicole Batten	8:38am	10:18am
Cr Beverley Davidson	8:38am	10:18am
Cr Elizabeth Elliott-Lockhart	8:38am	10:18am
Cr Peter Humphrey	8:38am	10:18am
Cr Catherine Low	8:38am	10:18am
Cr Trevor Royce	8:38am	10:18am
Officers	In	Out
Jamie Criddle, Chief Executive Officer	8:38am	10:18am
Simon Lancaster, Deputy Chief Executive Officer	8:38am	10:18am
Dianne Raymond, Manager Finance & Corporate Services	8:38am	10:18am
Beau Raymond, Minute Taker	8:38am	10:18am
Visitors	In	Out
Fr Robert O'Bryan	8:38am	8:48am

3.2 Apologies Nil

3.3 Previously Approved Leave of Absence (By Resolution of Council) Nil

4.0 PUBLIC QUESTION TIME

4.1 Response to Previous Public Questions on Notice Nil

4.2 Public Question Time Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE (by Resolution of Council)

COUNCIL RESOLUTION**MOVED: Cr Forth****SECONDED: Cr Low**

That Cr Humphrey be approved for a leave of absence for the Ordinary Meetings of Council February 2023 and that Cr Elliott-Lockhart be approved for a leave of absence for the Ordinary Meetings of Council April 2023.

Voting F8/A0**CARRIED****Minute Reference: 12/22-01****6.0 DISCLOSURE OF INTEREST**

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

"a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person."

Section 5.60B:

"a person has a proximity interest in a matter if the matter concerns –

(a) a proposed change to a planning scheme affecting land that adjoins the person's land; or

(b) a proposed change to the zoning or use of land that adjoins the person's land; or

(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land."

Regulation 34C (Impartiality):

"interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association."

Item No.	Member/Officers	Type of Interest	Nature of Interest
10.3.4	Cr Batten	Impartiality	Member of nominated groups & individual Australia Day Awards
10.1.1	Cr Forth	Financial & Proximity	Financial: Employed by a company that may have a future interest in the industrial area. Proximity: Neighbouring property.
10.3.2	Cr Forth	Impartiality	Member of FABCV
10.3.2	Cr Elliott-Lockhart	Impartiality	President of FABCV
10.1.1	Cr Royce	Financial & Proximity	I lease this land off Development WA.
10.3.2	Cr Warr	Impartiality	FABCV Committee Member

7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**7.1 Petitions**

Nil

7.2 Presentations

Nil

7.3 Deputations

Nil

8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

MOVED: Cr Davidson

SECONDED: Cr Forth

8.1 Ordinary Meeting of Council held on Thursday 17 November 2022

That the Minutes of the Ordinary Meeting of Council held Thursday 17 November 2022 to be confirmed as true and accurate.

Voting F8/A0

CARRIED

Minute Reference: 12/22-02

9.0 ITEMS TO BE DEALT WITH EN BLOC

MOVED: Cr Batten

SECONDED: Cr Forth

Council resolves to move the following items En Bloc:

10.1.2, 10.3.1, (~~12.1.1 & 12.1.2~~ removed via minute Ref 12/22-15)

Voting F8/A0

CARRIED

Minute Reference: 12/22-03

Fr Robert O'Bryan left chambers 8:48

10.0 OFFICERS REPORTS

10.1

Deputy Chief Executive Officer

10.1 AGENDA ITEMS

- 10.1.1 Proposed Subdivision
- 10.1.2 Proposed Rezoning – Yuna Church

Cr Royce & Cr Forth declared an interest in item 10.1.1 and left the meeting at 8:49am

10.1.1 Proposed Subdivision	
PROPONENT:	Development WA
SITE:	Lots 15, 16, 7240 & 12588 North West Coastal Highway, Oakajee
FILE REFERENCE:	A2111
PREVIOUS REFERENCE:	Nil
DATE:	5 December 2022
AUTHOR:	Simon Lancaster, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.1.1	Subdivision Application		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council is in receipt of correspondence from the Western Australian Planning Commission ('WAPC') seeking its comment upon an application to create an access road into the Oakajee Strategic Industrial Area. This report recommends Council support the subdivision application.

COMMENT

The Oakajee Strategic Industrial Area is a 6,403ha area located within the Shire of Chapman Valley that comprises the following elements:

- 1,134ha industrial core to cater for strategic heavy industry;
- 1,002ha port area to accommodate land uses that support port operations including bulk storage and handling;
- 196ha industrial support area providing for general support industry; &
- 4071ha buffer area to provide separation between industrial and sensitive uses, and to host compatible uses.

The 21/22 State Budget included allocation of \$7.5 million to fund the construction of an access road into the Oakajee Strategic Industrial Area:

<https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/09/61-point-5-million-dollar-boost-for-WAs-renewable-hydrogen-industry.aspx>

Since that initial announcement the State Government have conducted an expression of interest process and subsequently approved land allocations for 6 proponents to pursue renewable hydrogen projects in the Oakajee Strategic Industrial Area:

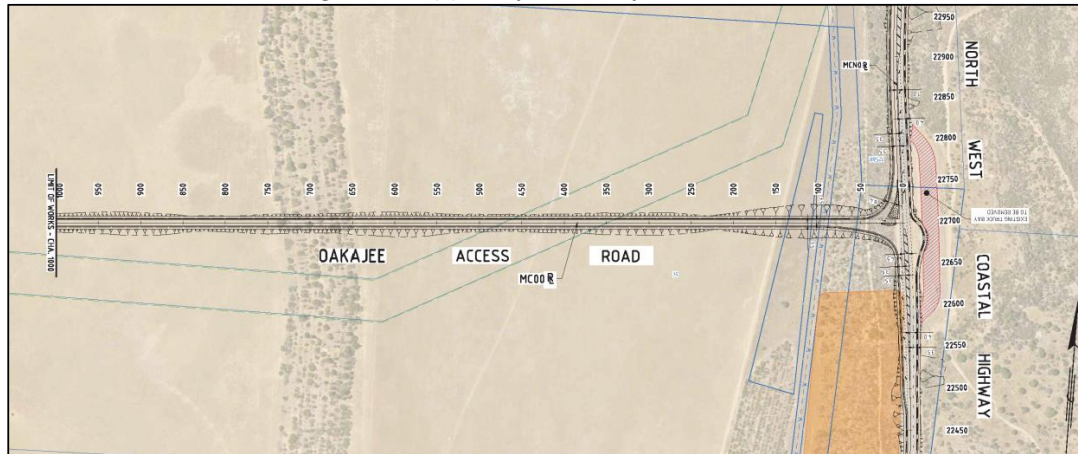
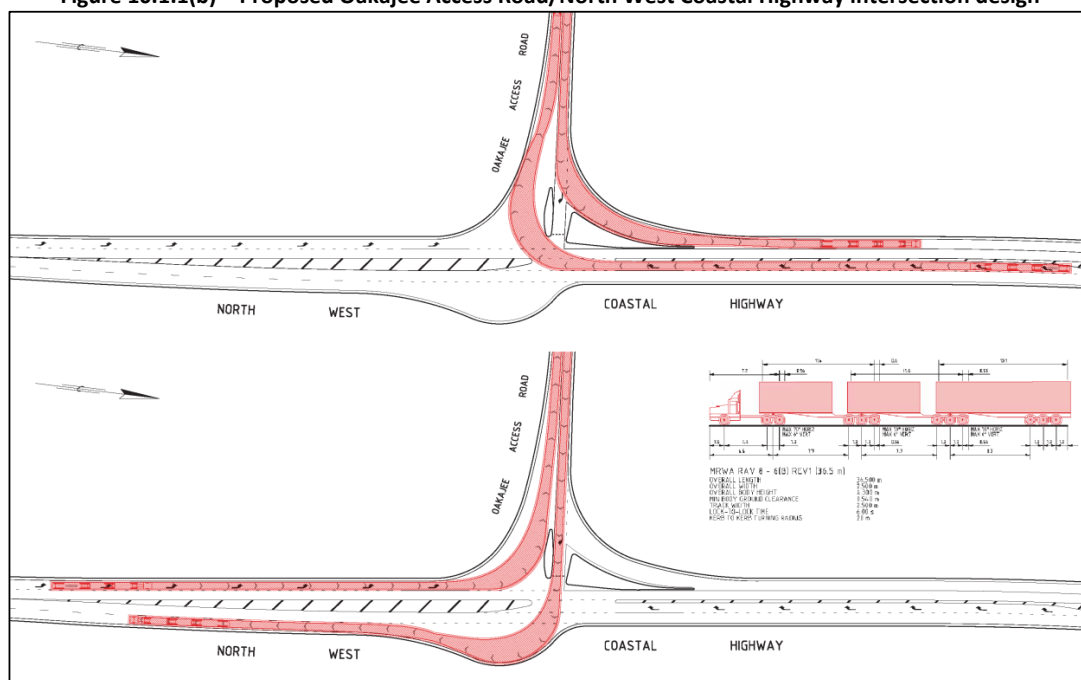
<https://www.mediastatements.wa.gov.au/Pages/McGowan/2022/10/Oakajee-Strategic-Industrial-Area-gains-land-allocation-approval.aspx>

The subdivision application provided as **separate Attachment 10.1.1** represents an initial on-ground step towards this ultimate goal of creating a multi-product renewable hydrogen precinct in the Oakajee Strategic Industrial Area:

<https://developmentwa.com.au/projects/industrial-and-commercial/oakajee-sia/overview>

The subdivision application seeks to create the following:

- 668.8m long, 40m wide road reserve running west off the North West Coastal Highway (this would represent the first stage of the access road into the Oakajee Industrial Estate);
- 8.0422ha lot intended to be developed as a roadhouse and truck stop area; &
- 492.82ha balance lot.

Figure 10.1.1(a) – Proposed Oakajee Access Road**Figure 10.1.1(b) – Proposed Oakajee Access Road/North West Coastal Highway intersection design**

The intersection of the proposed Oakajee Access Road and the North West Coastal Highway would be designed and constructed to a RAV8 standard to cater for 36.5m B-Triple road trains.

The subdivision application intersection location accords with the 'Indicative Central Access Road' intersection location as shown upon the Oakajee Structure Plan. The intersection location has been subject to further engineering analysis that has given regard for existing road geometry, overtaking lanes, sight lines and acceleration/deceleration for the intersection. The proposed location was deemed to achieve a Safe Intersection Stopping Distance and Approach Sight Distance without requiring significant modification to the vertical and horizontal geometry of the highway. The applicant's engineering analysis has been undertaken in consultation with Main Roads WA incorporating their advice on the replacement overtaking lane lengths and merge taper locations.

The subdivision would also create a 8.0422ha lot on the northern side of the intersection that would provide opportunity to develop a roadhouse and truck breakdown and assembly area. The lot would gain access via the created road rather than the North West Coastal Highway.

Figure 10.1.1(c) – Indicative Concept layout for proposed Lot 1

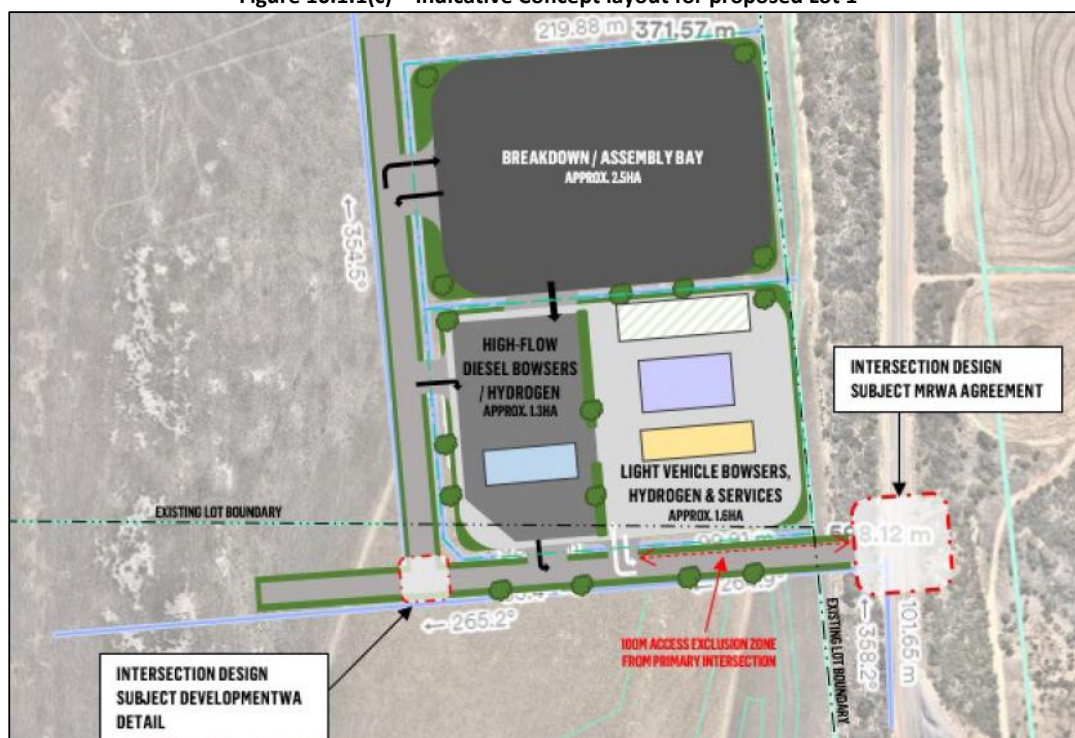


Figure 10.1.1(d) – Proposed Lot viewed from the south-east (right) and north-west (left)

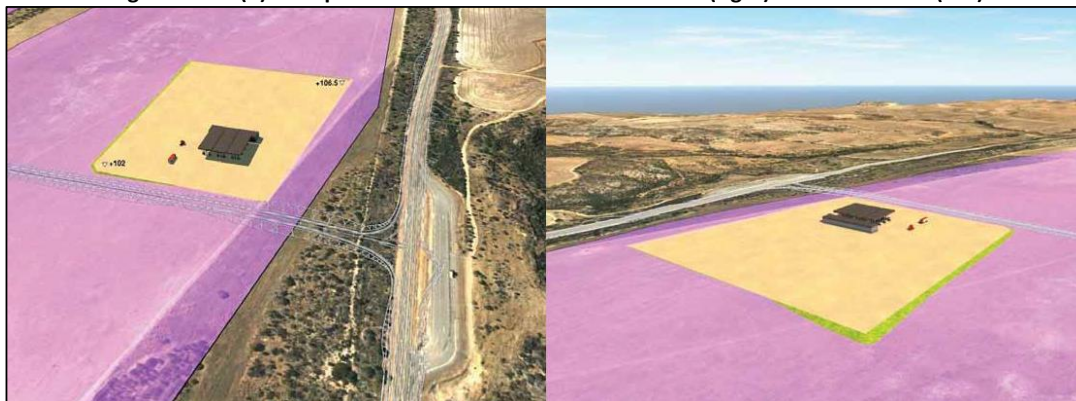


Figure 10.1.1(e) – View from proposed highway intersection site looking north (left) and south (right)**STATUTORY ENVIRONMENT**

The location for the proposed road intersection and accompanying Lot 1 is zoned 'Strategic Industry-Oakajee Industrial Area A (General Industry)' under the Shire of Chapman Valley Local Planning Scheme No.3 ('the Scheme').

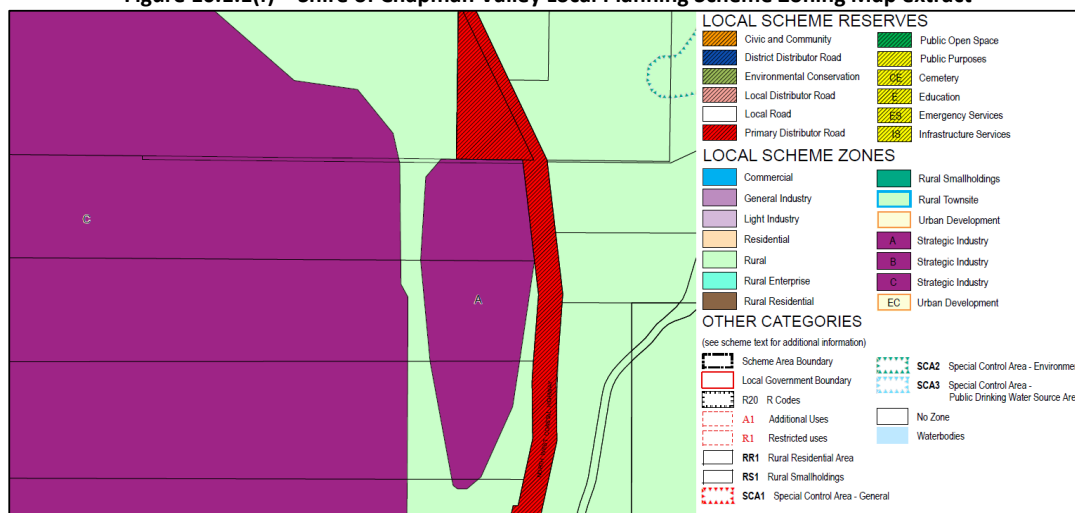
Figure 10.1.1(f) – Shire of Chapman Valley Local Planning Scheme Zoning Map extract

Table 2 of the Scheme lists the objectives of the 'Strategic Industry-Oakajee Industrial Area A (General Industry)' zone as being:

- “• To provide for ancillary industries to Oakajee Industrial Zone C (such as manufacturing, fabrication and processing industries), which will not affect the locality through the emission of noise, odours, smoke and other wastes above prescribed environmental standards.
- To provide for industries required to service large-scale, generally capital intensive industries located nearby or elsewhere in the Region;
- To provide for other land-uses compatible with the predominant use of the land; and
- To prevent the establishment of land-uses more appropriately undertaken in other areas.”

The proposed roadhouse/truck stop lot would meet with the additional site requirements of Schedule 3 of the Scheme for the 'Strategic Industry-Oakajee Industrial Area A (General Industry)' zone.

In addition to its underlying 'Strategic Industry-Oakajee Industrial Area A (General Industry)' zoning, the subject area is also located within the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zoning for which Table 6 of the Scheme sets out the following purpose, objectives and additional provisions:

Special Control Area 1 – Oakajee Industrial Zone and Buffer (SCA1)	
Purpose and Objective	Additional provisions
<p>The purpose of Special Control Area 1 is to:</p> <p>a) Provide for appropriate environmental and planning controls pertaining to the development of an industrial estate housing industries of strategic economic value to the State and Region, and which require separation from sensitive land-uses; and</p> <p>b) Provide for a buffer surrounding the industrial estate within which land-uses incompatible with the purpose of the industrial estate are not permitted.</p> <p>c) Support continued broad-acre agriculture on larger land holdings and the strategic placement and stockpiling of raw or manufactured materials (other than hazardous materials) subject to environmental and visual considerations.</p>	<p>a) All development proposed must be in accordance with an approved structure plan or plans prepared in accordance with Part 4 of the deemed provisions.</p> <p>b) Notwithstanding any other provision contained within this Scheme, no residential use, temporary or permanent, including a single house, shall be permitted on land within the Special Control Area. Specific exception may be made to accommodate temporary camp accommodation for workers prior to the establishment of the first industry within the Strategic Industry zone.</p> <p>c) All development applications considered by the local government to be of environmental significance within the strategic industrial core (Area C) shall be referred to the Environmental Protection Authority.</p> <p>d) Prior to any clearing of remnant vegetation, searches shall be undertaken to identify significant flora on the site. Flora management strategies will be prepared for areas of significant flora.</p> <p>e) The Estate Manager will be required to establish a noise monitoring program before the establishment of the first industrial activity to monitor the cumulative impact of noise generated by industries in the estate, in consultation with the Department of Water and Environmental Regulation, to determine whether Environmental Protection Authority Regulations are being met within the special control area boundary.</p> <p>f) The Estate Manager will be required to review proponent air emissions modelling to confirm compatibility with air quality modelling used to define the buffer boundary and report results to the Department of Water and Environmental Regulation and Conservation and the Office of the Environmental Protection Authority.</p> <p>g) The Estate Manager will be required to establish a program before the establishment of the first industrial activity for collection of baseline data and undertake air quality monitoring for dust and particle emissions to the satisfaction of the Department of Water and Environmental Regulation.</p> <p>h) The Estate Manager will be required to review proponent quantitative risk assessment to confirm compatibility with quantitative risk assessment used to define the buffer boundary and report results to the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>i) The Estate Manager will be required to establish a monitoring program, before the establishment of the first industrial activity, for groundwater to collect baseline data and to the satisfaction of the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>j) The Estate Manager will be required to establish a rainfall monitoring program before the establishment of the first industrial activity and is to report results to the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>k) Notwithstanding the provisions contained within Part 3, should the cumulative environmental impacts of incremental industrial development exceed the Environmental Protection Authority criteria, the Estate Manager is required to make suitable arrangements for occupants of residences within the Oakajee Industrial Zone buffer to vacate that residence.</p> <p>l) Individual industries will be required to provide drainage plans to the satisfaction of the local government prior to undertaking any construction.</p> <p>m) The Estate Manager will be required to prepare an overall Oakajee Landscape Master Plan with performance timetables to ensure nominated actions are completed within time. This Master Plan is to be prepared prior to commencement of construction of the first industry</p> <p>n) Individual industries will comply with Landscape Master Plan requirements and submit individual landscape plans and implementation timetables with their development applications. Landscape plans shall be designed and implemented to the satisfaction of the local government.</p> <p>o) Provisions shall be made for the protection and management of two European heritage sites illustrated on the structure plan. All development applications shall also be required to address aboriginal heritage issues in accordance with Aboriginal</p>

	<p>Heritage Management Plan/s approved by the state government agency responsible for the protection of aboriginal heritage.</p> <p>p) The following provisions apply to that part of Special Control Area 1 shown on the Scheme Maps as Industrial Zone (Area C):</p> <ol style="list-style-type: none"> i. All major development shall be subject to approved environmental management criteria governing layout, manner of development and ongoing management of proposed operations, including safety and satisfactory storage or disposal of noxious or hazardous materials or wastes. ii. All major development shall be subject to an environmental impact statement if requested by the Local Government. <p>q) The following provisions apply to that part of Special Control Area 1 shown on the Scheme Maps as Industrial Zone (Area B) –</p> <ol style="list-style-type: none"> a. Prior to construction of the port: <ol style="list-style-type: none"> i. a Coastal Management and Structure Plan will be prepared for Area B of the Industrial Zone by the State Government to the satisfaction of the Local Government and in consultation with the Environmental Protection Authority and the Western Australian Planning Commission; and ii. a Structure Plan is to be prepared in accordance with Schedule 2, Part 4 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, to be adopted by the Local Government, and endorsed by the Western Australian Planning Commission. The Plans are to provide for the coordination and integration of intended land uses, transport and service corridors and sites of heritage and landscape significance, and shall depict public access to and along the ocean foreshore. The Plans are to address port and associated activities, transport and services corridors and rehabilitation of remnant vegetation and management of recreation. b. The Coastal Management and Structure Plan shall be consistent with relevant Western Australian Planning Commission policy, shall conform with conditions set by the Minister for the Environment for the Oakajee Deep Water Port Proposal
--	---

The Shire of Chapman Valley Local Planning Scheme No.3 can be accessed as the following link:

<https://www.wa.gov.au/government/document-collections/shire-of-chapman-valley-planning-information#local-planning-scheme>

POLICY/PROCEDURE IMPLICATIONS

Schedule 2 Part 2 Division 2 Clauses 3-6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

Council has prepared Shire of Chapman Valley Local Planning Policy 7.5 – Subdivision Standards a copy of which can be viewed at the following link: <https://www.chapmanvalley.wa.gov.au/local-planning-policies.aspx>

The policy requires that the access road must be designed and constructed in accordance with the requirements of the Institute of Public Works Engineering Australasia's 'Local Government Guidelines for Subdivisional Development' (amongst other documents).

A Local Planning Policy does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

FINANCIAL IMPLICATIONS

Nil.

Long Term Financial Plan (LTFP):

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 19 June 2019 meeting. It is not considered that consideration of this application would have impact in relation to the Long Term Financial Plan.

STRATEGIC IMPLICATIONS

The Shire of Chapman Valley Local Planning Strategy was endorsed by the WAPC on 20 November 2007 and the subject area is identified within Precinct No.6 – Oakajee the vision for which is:

“Large-scale regional and significant industry that is developed in the Precinct is protected by a buffer of compatible uses.”

The proposed subdivision is in accordance with the precinct objectives of this strategic planning document, and the road construction that would be brought about through this subdivision will be required to have regard for the following Infrastructure Objectives for Precinct No.6:

- “6.4.1 Ensure adequate levels of servicing and infrastructure, as determined by Council, exist or will be provided when supporting proposals for a change in land use/development or subdivision, to avoid burden (financial or otherwise) on the Council & State Government resources.*
- 6.4.2 Identify, support and facilitate the efficient and coordinated use of existing road linkages.”*

A copy of the Shire of Chapman Valley Local Planning Strategy can be accessed at the following link:

https://www.wa.gov.au/system/files/2021-11/LST-chapman_valley_local_planning_strategy.pdf

The Oakajee Industrial Estate is a 2,332ha land area that is owned by the State Government with the acquisition of this core area occurring through 1997-2004. The industrial estate is surrounded by a 4,071ha Buffer area also now entirely under government ownership, with the acquisition of all privately owned lots within the buffer area concluded by the State Government in 2014.

The Oakajee Industrial Estate Structure Plan was prepared by Development WA to address the estate and buffer area and was endorsed by the Shire of Chapman Valley and subsequently approved by the WAPC in 2012.

The proposed subdivision is in accordance with the strategic planning document of the Oakajee Industrial Estate Structure Plan.

A copy of the Oakajee Industrial Estate Structure Plan can be accessed at the following link:

<https://www.wa.gov.au/system/files/2021-11/SPL-SPN0303-Chapman-Valley-Oakajee-Industrial-Estate.pdf>

The technical reports accompanying the Oakajee Industrial Estate Structure Plan can be accessed at the following link:

<https://www.chapmanvalley.wa.gov.au/oakajee-industrial-estate-structure-plan.aspx>

Strategic Community Plan/Corporate Business Plan:

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 18 August 2022 meeting and includes the following objectives of relevance:

Ref	Strategies & Actions	Timeline	2022 Status	Desired Status
<i>Community Health and Lifestyle</i>				
Objective 2.2: Provide support for business development and local employment				
Strategy: Research mixed land use opportunities				
2.2.1	Investigate possible planning improvements	Medium	Solid and appropriate planning in place	Retain and improve where necessary
Objective 2.4: Ensure town planning scheme allows for economic development/population retention/growth				
Strategy: Town planning review for residential land, aged care facilities or business/industrial development opportunities				
2.4.1	Ensure planning is in place to encourage economic development activities, owned and rental accommodation and short stay opportunities	Medium	Solid and appropriate planning in place	Retain and improve growth opportunities where indicated
<i>Physical and Digital Infrastructure</i>				
Objective 4.2: Manage and maintain roads, drainage and other essential infrastructure				
Strategy: Capital Road Works Program				

Ref	Strategies & Actions	Timeline	2022 Status	Desired Status
4.2.1	Review Road Hierarchy and 10 Year Road Works Program/Widen roads and improve storm drainage where practicable	Ongoing	Plans up to date and in place	Retain level and improve where necessary
<i>Governance and Accountability</i>				
Objective 5.4: Ensure robust process for economic and infrastructure development				
Strategy: Town planning review/initiatives				
5.4.1	Ensure planning is in place to encourage economic development activities	Short	Solid and appropriate planning is in place.	Retain and improve where necessary

CONSULTATION

The WAPC is not obliged to undertake public consultation in its assessment of subdivision applications, but has referred the application out to the Shire of Chapman Valley, Department of Biodiversity, Conservation & Attractions, Department of Fire and Emergency Services, Department of Jobs, Tourism, Science & Innovation, Department of Water & Environmental Regulation, Main Roads WA, Telstra, Water Corporation and Western Power seeking comment.

RISK ASSESSMENT

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Simple majority required

STAFF RECOMMENDATION

That Council advise the Western Australian Planning Commission that it supports the proposed subdivision of Lots 15, 16, 7240 & 125888 North West Coastal Highway, Oakajee as shown upon Plan No.0034569-07-d (WAPC date stamped 4/11/22) subject to the following conditions and advice notes:

Requested Conditions:

- The road reserve being shown on the deposited plan of survey as a road reserve, inclusive of truncation at the intersection with North West Coastal Highway, and such land to be ceded free of cost and without any payment of compensation by the Crown.
- Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost.
- Engineering drawings and specifications are to be submitted and approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications to ensure that:
 - the subdivisional road intersection with the North West Coastal Highway is to the standards of the relevant licensed service provider and Main Roads WA; &
 - street lighting is installed at the subdivisional road intersection with the North West Coastal Highway to the standards of the relevant licensed service provider and Main Roads WA; &
 - temporary turning area is provided at the western end of the subdivisional road that is subject to future extension.

Requested Advice Note:

- In regards to conditions 2 & 3 the landowner/applicant is advised to refer to the Institute of Public Works Engineering Australasia Local Government Guidelines for Subdivisional Development (current edition). The guidelines set out the minimum best practice requirements recommended for subdivision construction and granting clearance of engineering conditions imposed.

MOVED: Cr Batten**SECONDED: Cr Humphrey****COUNCIL RESOLUTION/ALTERNATIVE STAFF RECOMMENDATION**

That Council advise the Western Australian Planning Commission that it supports the proposed subdivision of Lots 15, 16, 7240 & 125888 North West Coastal Highway, Oakajee as shown upon Plan No.0034569-07-d (WAPC date stamped 4/11/22) subject to the following conditions and advice notes:

Requested Conditions:

- 1 The road reserve being shown on the deposited plan of survey as a road reserve, inclusive of truncation at the intersection with North West Coastal Highway, and such land to be ceded free of cost and without any payment of compensation by the Crown.
- 2 Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost.
- 3 Engineering drawings and specifications are to be submitted and approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications to ensure that:
 - (a) the subdivisional road intersection with the North West Coastal Highway is to the standards of the relevant licensed service provider and Main Roads WA; &
 - (b) street lighting is installed at the subdivisional road intersection with the North West Coastal Highway to the standards of the relevant licensed service provider and Main Roads WA; &
 - (c) temporary turning area is provided at the western end of the subdivisional road that is subject to future extension.

Requested Advice Note:

- (a) In regards to conditions 2 & 3 the landowner/applicant is advised to refer to the Institute of Public Works Engineering Australasia Local Government Guidelines for Subdivisional Development (current edition). The guidelines set out the minimum best practice requirements recommended for subdivision construction and granting clearance of engineering conditions imposed.
- (b) In regards to conditions 2 & 3 it is the Shire of Chapman Valley's expectation that the proposed access road and access road/highway intersection will be designed and constructed to a RAV10 standard.
- (c) In regards to conditions 2 & 3 the Shire of Chapman Valley does not support the intersection design as contained in the Engineering Report accompanying the subdivision application. The Shire of Chapman Valley has safety concerns with visibility to the north as vehicles exit from the access road and turn right heading south. Further, the intersection design proposes that vehicles from the access road are required to turn right across the oncoming traffic from the north (which is coming over a crest) and then commence the acceleration and merge on an outside lane. The Shire of Chapman Valley supports a modified intersection design whereby right-turning traffic entering the highway from the access road and heading south instead enter an exclusive acceleration lane on the inside. This modification would remove the need to cut across the southbound traffic (which is compounded further by visibility issues), and provide vehicles, particularly trucks, ability to more safely gather speed prior to merging.

**Voting F6/A0
CARRIED****Minute Reference: 12/22-04**

Cr Royce & Cr Forth returned to chambers 8:55am

10.1.2 Proposed Rezoning – Yuna Church

PROPONENT:	LandWest for Roman Catholic Bishop of Geraldton
SITE:	7073 (Lot 14) Chapman Valley Road, Yuna
FILE REFERENCE:	A1373 & 204.11.05
PREVIOUS REFERENCE:	Nil
DATE:	2 December 2022
AUTHOR:	Simon Lancaster, Deputy Chief Executive Officer

SUPPORTING DOCUMENTS

Ref	Title	Attached to Report	Under Separate Cover
10.1.2	Rezoning Application		✓

DISCLOSURE OF INTEREST

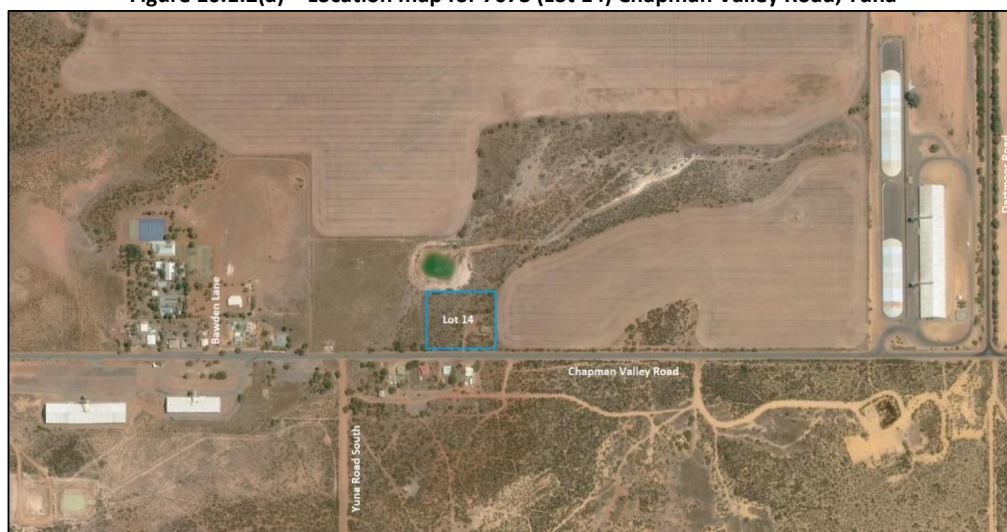
Nil

BACKGROUND

Council is in receipt of an application to rezone the Yuna Catholic Church property of 7073 (Lot 14) Chapman Valley Road, Yuna from 'Civic and Community' to 'Rural Townsite' to allow for its future sale. This report recommends that Council initiate the Scheme Amendment process.

COMMENT

7073 (Lot 14) Chapman Valley Road, Yuna is a 1.214ha property at the eastern end of the Yuna townsite that contains the Our Lady Queen of Peace Roman Catholic Church.

Figure 10.1.2(a) – Location map for 7073 (Lot 14) Chapman Valley Road, Yuna

The Yuna Catholic Church was built in 1967 and has seen declining use in recent years and the building was damaged during Cyclone Seroja in 2021. The Catholic Church are proposing to rezone Lot 14 from 'Civic and Community' to 'Rural Townsite' and dispose of the property.

A copy of the received Scheme Amendment documentation has been provided as **separate Attachment 10.1.2**.

Figure 10.1.2(b) – Aerial Photograph of 7073 (Lot 14) Chapman Valley Road, Yuna

Shire staff raise no objection to the rezoning of the Yuna Church site to 'Rural Townsite' on the following basis:

- it is considered preferable for the building to be adapted for a new use rather than decline as an underutilised public building.
- the occupation of a building better ensures its upkeep, as minor maintenance items are more likely to be noticed and attended to before they become major issues, than were the building to be vacant and only visited intermittently.
- the property has power connection and capability of being connected to water service.
- whilst the building has not been designed for habitable purposes there is ability for it to be converted to meet the Class 1 (habitable) requirements of the Building Code of Australia prior to occupation.
- the development of the property for residential purposes would increase the Yuna townsite population.
- Lot 14 has frontage to a straight, flat 60km/hour section of the Chapman Valley Road in the Yuna townsite.
- the conversion of the building to a residence, and with it likely internal and external alterations, would not be contrary to the Shire's Heritage Inventory which notes that changes to the place should be in sympathy with its heritage values.
- the 1.214ha size provides for sufficient area to develop Lot 14 as a residential property i.e. accommodate alterations/extensions, shed(s), rainwater tank(s), driveway and off-street vehicle parking.
- were the property to be sold into private ownership and the zoning remained for 'civic and community' purposes this would require future applications to be assessed against the zoning purpose which is for community facilities.
- where a property has a zoning that is deemed to preclude uses other than for exclusively public purposes this may expose the local government to a claim or compensation.
- the rezoning of the land to 'Rural Townsite' would be in keeping with the zoning of the other privately owned lots on the north side of Chapman Valley Road in the Yuna townsite.
- there is a sufficient supply of public buildings in the Yuna townsite that can cater for public gatherings and there is no identified community need for the building with the townsite already containing a community centre, hall, library, school and CWA that have a multi-purpose capacity.
- the rezoning of the land would enable the site to enter into a new phase as circumstances change, this is a common phenomenon throughout Mid West townsites as formerly public buildings such as schools, police stations and churches transition to housing, and this trend has been hastened by the impact of Cyclone Seroja as organisations review their asset registers, liabilities, insurance exposure and underutilised buildings, and a similar rezoning application has already been approved by Council for the Nabawa Anglican Church property.
- the adapting of former religious gathering places to alternative uses has become more common as religious affiliation reduces in the community profile, with Chapman Valley Census data mirroring the wider Australian downward trend (ABS Chapman Valley Religious Affiliation Census data; 2001-80.8%, 2006-75.1%, 2011-77.8%, 2016-71.9%, 2021-61.9%).

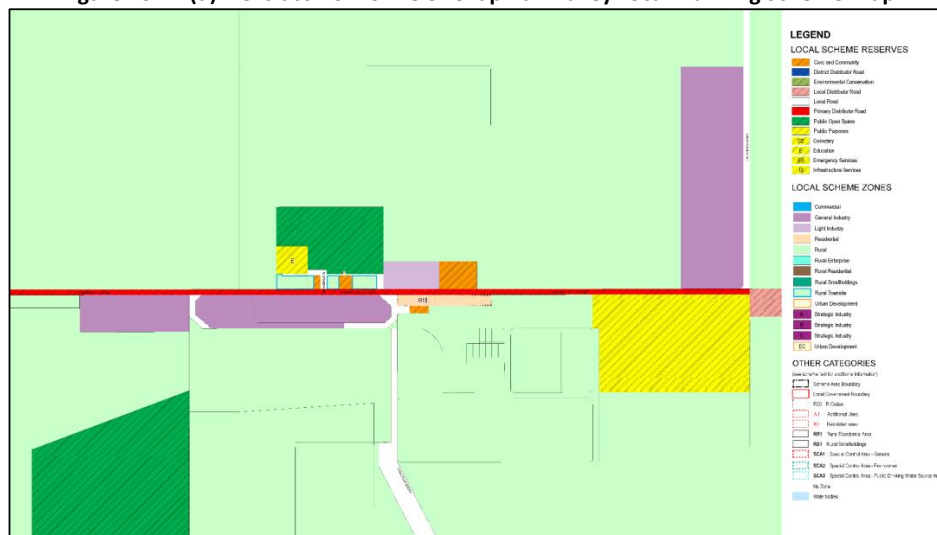
Figure 10.1.2(c) – View of Yuna Church looking south-east

**STATUTORY ENVIRONMENT**

7073 (Lot 14) Chapman Valley Road, Yuna is zoned 'Civic and Community' under the Shire of Chapman Valley Local Planning Scheme No.3. Table 1 of the Scheme lists the objectives for this zone as being:

- “• To provide for a range of community facilities which are compatible with surrounding development.
- To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.”

Figure 10.1.2(d) – extract from Shire of Chapman Valley Local Planning Scheme Map



The application seeks to rezone Lot 14 to 'Rural Townsite' and Table 2 of the Scheme lists the objectives for this zone as:

- “• To provide for a range of land uses that would typically be found in a small country town.”

The Scheme lists the following land uses as being 'permitted' in the 'Rural Townsite' zone:

- aged or dependent person's dwelling
- single house
- home office

The Scheme lists the following land uses as being 'discretionary' in the 'Rural Townsite' zone:

ancillary dwelling	home occupation
car park	cottage industry
grouped dwelling	market
home business	multiple dwelling

The Scheme lists the following as being able to be considered, subject to advertising, in the 'Rural Townsite' zone:

aged care facility	holiday house
art gallery	home store
bed and breakfast	lunch bar
brewery	produce stall
camping ground	repurposed dwelling
caravan park	residential building
child care premises	restaurant/café
civic use	road house
club premises	rural home business
community purpose	second hand dwelling
consulting rooms	serviced apartment
convenience store	service station
educational establishment	shop
exhibition centre	small bar
family day care	telecommunications infrastructure
garden centre	tourist development
holiday accommodation	

Part 5 of the *Planning & Development Act 2005* provides for the amendment of a Scheme.

The Yuna Church is listed on the Shire of Chapman Valley Heritage Inventory as a Management Category 4 building (1 being the highest category and 5 the lowest) in that it has:

"Level of Significance:

Some Significance. Contributes to the heritage and/or historical development of the locality.

Management Recommendation:

Conservation of the place is desirable. Any proposed change to the place should be in sympathy with the heritage values of the place."

Section 45 of the now repealed *Heritage of Western Australia Act 1990* required every local government to compile a Municipal/Heritage Inventory of Places within its district which in its opinion are, or may become, of cultural heritage significance. The Shire's Inventory was prepared in 1995 and reviewed in 2012.

The *Heritage Act 2018* replaced the 1990 legislation and required that local governments update their Heritage Inventories into Local Heritage Surveys. The Shire of Chapman Valley has been awarded a grant by the Department of Planning, Lands & Heritage (DPLH) to review its Inventory and it is anticipated it will take approximately 12 months to complete the statutory process.

The *Planning and Development (Local Planning Schemes) Regulations 2015* also introduced the requirement that local governments *"must establish and maintain a Heritage List to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation"*. Upon conclusion of the Heritage Inventory review/Local Heritage Survey preparation process the Shire will be in position to formally consider its Heritage List.

Given the Heritage Inventory lists the Yuna Church as being Category 4, and generally it is Category 1 & 2 Places only that are considered for statutory listing, it is unlikely that this site would be included on the Local Heritage List.

The Yuna Church is not listed on the State Register of Heritage Places and re-development of the property is not therefore required to be referred to the DPLH for comment (although the Shire can still invite comment during the rezoning advertising process).

POLICY/PROCEDURE IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

Long Term Financial Plan (LTFP):

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 19 June 2019 meeting. It is not considered that determination of this application would have impact in relation to the Long Term Financial Plan.

STRATEGIC IMPLICATIONS

The Shire of Chapman Valley Local Planning Strategy has the following vision statement for Precinct No.8 - Yuna:

"The consolidation and enhancement of the Yuna townsite as a service centre for the broader agricultural area"

Precinct No.8 has the following community objectives of relevance:

- "8.1.1 Support the planned consolidation of the Yuna townsite as the principal 'Service Centre' for the broader farming community.*
- 8.1.2 Provide enhanced facilities and community infrastructure within the town to meet community needs.*
- 8.1.3 Encourage participation and input to achieve ownership and maintain strong relationships between key stakeholders, particularly the broader farming community and CBH.*
- 8.1.4 Encourage the protection and restoration of places and buildings of heritage/historical significance."*

Strategic Community Plan/Corporate Business Plan:

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 18 August 2022 meeting and includes the following objectives of relevance:

Ref	Strategies & Actions	Timeline	2022 Status	Desired Status
<i>Economy and Population</i>				
Objective 2.1 Build population and business activity with targeted strategies				
Strategy: Support business development, lifestyle changes and short term accommodation				
2.1.1	Ensure planning is in place to encourage business development, promoting investment opportunities. Facilitate collaborative approach to attract staff within communities.	Short	Solid and appropriate planning is in place.	Retain and improve where necessary
Objective 2.2 Provide support for business development and local employment				
Strategy: Research mixed land use opportunities				
2.2.1	Investigate possible planning improvements	Medium	Solid and appropriate planning in place	Retain and improve where necessary
Objective 2.4 Ensure town planning scheme allows for economic development/population retention/growth				
Strategy: Town Planning Review for residential land, aged care facilities or business/industrial development opportunities				
2.4.1	Ensure planning is in place to encourage economic development activities, owned and rental accommodation and short stay opportunities	Medium	Solid and appropriate planning is in place.	Retain and improve growth opportunities where indicated

CONSULTATION

Should Council support this rezoning application then it is required to forward a copy of the Scheme Amendment documentation to the Environmental Protection Authority ('EPA') for its assessment as per Section 81 of the *Planning & Development Act 2005*. Should the EPA advise that the proposed rezoning does not warrant assessment under Part IV Division 3 of the *Environmental Protection Act 1986* then the Shire would forward a copy of the Scheme Amendment documentation to the Western Australian Planning Commission (WAPC) seeking its consent to advertise the rezoning application as a standard scheme amendment.

Were Council to initiate the rezoning, and the WAPC to grant consent to advertise the application as a standard scheme amendment, then the Shire would undertake the following actions of consultation, inviting comments and responses within a 42 day advertising period:

- erect a public notification sign upon the site;
- place a notice within a locally circulating newspaper;

- place a copy of the Scheme Amendment documentation on the Shire website;
- place a copy of the Scheme Amendment documentation in the Shire office/library for public viewing;
- write directly to all surrounding landowners &
- write directly to all relevant government agencies and service authorities.

At the completion of the advertising period all received submissions must be presented for Council's consideration, and should the Scheme Amendment be given final approval at this point by Council then the rezoning documents would be forwarded to the WAPC seeking final assessment and approval.

RISK ASSESSMENT

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Simple majority required

MOVED: Cr Batten

SECONDED: Cr Forth

COUNCIL RESOLUTION/STAFF RECOMMENDATION

That Council pursuant to Part 5 of the *Planning and Development Act 2005* amend the Shire of Chapman Valley Local Planning Scheme No.3 by:

- Rezoning 7073 (Lot 14) Chapman Valley Road, Yuna from 'Civic and Community' to the 'Rural Townsite' zone; &
- Modifying the Scheme Map accordingly.

**Council En Bloc Resolution
Voting F8/A0**

CARRIED

Minute Reference: 12/22-03

10.2

Manager of Finance & Corporate Services

10.2 AGENDA ITEMS

10.2.1 Financial Reports for November 2022

10.2.1 Financial Management Report

PROPOSER:	Shire of Chapman Valley
SITE:	Shire of Chapman Valley
FILE REFERENCE:	307.00
PREVIOUS REFERENCE:	Nil
DATE:	15 November 2022
AUTHOR:	Beau Raymond, Acting Manager Finance & Corporate Services

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.1(a)	November 2022 Financial Management Reports		✓
10.2.1(b)	Confidential List of Accounts November 2022		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Local Government (Financial Management) Regulations require monthly statements of financial activity to be reported and presented to Council.

COMMENT

The financial position at the end of November 2022 are detailed in the monthly management report provided as a separate attachment for Council's review.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

POLICY/PROCEDURE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As presented in the Financial Management Report for November 2022

Long Term Financial Plan (LTFP):

No significant effect on the LTFP

STRATEGIC IMPLICATIONS

Nil

Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

CONSULTATION

Not applicable

RISK ASSESSMENT

The associated risk would be the failure to comply with Local Government Financial Regulations requiring monthly reporting of financial activity. Risk rating is considered Level 1 – Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Simple Majority

MOVED: Cr Batten**SECONDED: Cr Davidson****STAFF RECOMMENDATION/COUNCIL RESOLUTION**

That Council receives the financial management report supplied under separate cover for the month of November 2022 comprising the following:

Statement of Financial Activities with notes

Note 1 – Net Current Assets

Note 2 – Cash & Financial Assets

Note 3 – Receivables

Note 4 – Other Current Assets

Note 5 – Payables

Note 6 – Rate Revenue

Note 7 – Disposal of Assets

Note 8 – Capital Acquisitions

Note 9 – Borrowings

Note 10 – Lease Liabilities

Note 11 – Cash Reserves

Note 12 – Other Current Liabilities

Note 13 – Operating Grants and Contributions

Note 14 – Non Operating Grants and Contributions

Note 15 - Trust Funds

Note 16 - Explanation of Material Variances

Additional Information

Summary of Payments

Bank Reconciliation

Credit Card Statement

Voting F8/A0**CARRIED****Minute Reference: 12/22-05**

10.3

Chief Executive Officer

10.3 AGENDA ITEMS

10.3.1 Local Government Reform – Election Transition Arrangements

10.3.2 FABCV – Hire of Facilities

10.3.3 Elected Member Reimbursements – Policy Review

10.3.4 Tourism & Events Advisory Group

10.3.1 Local Government Reform – Election Transition Arrangements

PROPOSER:	Shire of Chapman Valley
SITE:	Whole of Shire
FILE REFERENCE:	404.03
PREVIOUS REFERENCE:	10/22-07
DATE:	5 December 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.1	Discussion Paper – CV Ward and Representation Review 2022		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

On 20 September 2022 the Minister for Local Government (the Minister) released an instruction to all Western Australian Local Governments relating to proposed amendments to the *Local Government Act 1995* (the Act) expected to be considered by Parliament in early 2023.

The proposed amendments provide for:

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

The Shire of Chapman Valley is a band 4 local government (without a ward system) and point 3) applies, and must be determined by Council, with the outcome advised to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 28 October 2022. It is proposed that Local Governments with a population of up to 5000 people must decide to have either 5, 6 or 7 Councillors. Chapman Valley currently has 8 Councillors so a reduction in number is required.

Point 1) can be considered in the future as part of the next election process in 2023.

Point 2) and 4) do not apply to the Shire of Chapman Valley. The instruction also makes it abundantly clear that there will be no time extensions to any of the processes due to the need to enact all changes in the Government Gazette by 30 June 2023 in preparation for the 2023 Local Government elections to be held on 21 October 2023.

The Shire of Chapman Valley resolved at its October OCM to:

COUNCIL RESOLUTION/STAFF RECOMMENDATION

That Council:

- 1) *Adopt the “voluntary pathway” for the election transition arrangements as part of the Local Government reform process;*
- 2) *Comply with the Minister for Local Government’s instruction for the “voluntary pathway” as outlined in Attachment: 10.3.1;*
- 3) *Subject to adoption of point 1), agree to initiate a Ward and Representation Review for the Shire of Chapman Valley.*

Voting F7/A0

CARRIED

Minute Reference: 10/22-07

This Ward and Representation Review is now required to comply with the requirements of the Act reform process. *Schedule 2.2 of the Act requires local governments with wards to carry out reviews of the ward boundaries and the number of councillors for each ward from time to time so that no more than eight years elapse between successive reviews.*

The last review of wards in the Shire of Chapman Valley was undertaken in 2016 and as a result of that review, Council resolved to abolish the existing ward system to a No ward system comprising of 8 Councillors with a Councillor/ Elector ratio of 1:108.

From this point, Council would not normally be required to review its ward boundaries, however, the Ministers instruction to all Western Australian local governments relating to proposed amendments to the Act require a Ward and Representation Review to be performed as part of the “Voluntary Pathway” process.

The CEO prepared a Discussion Paper as required outlining the existing ‘state of play’ as well as a number of options to consider based on the requirements of the review. These are listed below:

Existing ratio (as per 2016 review)

Table1

Ward	Number of Councillors	Number of Electors	Councillor: Elector Ratio	% Ratio Deviation
No Wards	8	868	1:108	0.00%
Total	8	868	1:108	0.00%

Current situation as at the October 2021 Local Government Electoral Rolls

Currently the Shire of Chapman Valley has 8 councillors elected from the entire Shire (No Wards) as follows: (Includes State Residents Roll and Owner Occupiers Roll).

Table2

Ward	Number of Councillors	Number of Electors	Councillor: Elector Ratio	% Ratio Deviation
No Wards	8	1014	1:127	0.00%
Total	8	1014	1:127	0.00%

COMMENT

Options to consider

The Council and the Community are to consider the following options and members of the community may suggest other options. There are various scenarios listed under each option:

Option 1(a) Maintain abolished wards – Reduce Councillors from 8 to 7

Table 3 - Ratio of councillors to electors

Ward	Number of Councillors	Number of Electors	Councillor: Elector Ratio	% Ratio Deviation
No Wards	7	1014	1:145	0.00%
Total	7	1014	1:145	0.00%

Option 1(b) Maintain abolished wards – Reduce Councillors from 8 to 6

Table 4 - Ratio of councillors to electors

Ward	Number of Councillors	Number of Electors	Councillor: Elector Ratio	% Ratio Deviation
No Wards	6	1014	1:169	0.00%
Total	6	1014	1:169	0.00%

Option 1(c) Maintain abolished wards – Reduce Councillors from 8 to 5

Table 5 - Ratio of councillors to electors

Ward	Number of Councillors	Number of Electors	Councillor: Elector Ratio	% Ratio Deviation
No Wards	5	1014	1:203	0.00%
Total	5	1014	1:203	0.00%

The Discussion Paper was advertised as per the requirements of the Local Government Act 1995 which sought the communities input into its Review of Wards and Representations and Members of the community are invited to make a written submission about any aspect of representation.

All submissions must be received by 4.00pm on 12th December 2022.

At the time of producing this agenda, there had been NO Public Submissions.

STATUTORY ENVIRONMENT

Reforms to the Local Government Act 1995 are proposed early in 2023. Given the current makeup of Parliament it is extremely likely that amendments to the Local Government Act 1995 will occur as per the timeframes indicated by the Minister for Local Government.

POLICY/PROCEDURE IMPLICATIONS

With reforms to the Local Government Act 1995 appearing inevitable, it is considered essential that Council retains some decision making ability during the process. Council has been kept informed and has made previous consultative submissions to the Local Government Act 1995 reform process over the past three years.

FINANCIAL IMPLICATIONS

Whatever pathway is taken there will be some cost savings for the Shire of Chapman Valley resulting from the reduction in numbers of Councillors. Until Council makes a decision on the pathway and the other processes play out, savings are not quantifiable.

Long Term Financial Plan (LTFP):

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan/Corporate Business Plan:

Nil

CONSULTATION

Councillors

Senior Staff

Community

RISK ASSESSMENT

If the Shire of Chapman Valley does not act on this matter the default position will be the reform election pathway and any decision making control of the outcome will be taken away from Council. The risk of this could lead to undesirable consequences including reputational damage for the Shire of Chapman Valley.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Absolute Majority

MOVED: Cr Batten

SECONDED: Cr Forth

COUNCIL RESOLUTION/STAFF RECOMMENDATION

That Council:

- 1) The Council considers all submissions and relevant factors and recommends Option 1(a) - Maintain abolished wards and reduce Councillors from 8 to 7; and
- 2) The Council submits a report to the Local Government Advisory Board (the Board) for its consideration who will in turn submit a recommendation to the Minister for approval.

Council En Bloc Resolution

Voting F8/A0

CARRIED

Minute Reference: 12/22-03

10.3.2 FABCV – Hire of Facilities (Fee Waiver)

PROPOSER:	Shire of Chapman Valley
SITE:	Whole of Shire of Chapman Valley
FILE REFERENCE:	205.02.10
PREVIOUS REFERENCE:	Minute Ref 11/20-07 & 07/21-04, 06/22-09
DATE:	5 December 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.2	FABCV – Shire Venue Hire		✓

DISCLOSURE OF INTEREST

Potential Councillor Impartiality Interest

BACKGROUND

For A Better Chapman Valley (FabCV) Inc commenced in late 2020 as a way to support and foster community ideas, visions and create social connectedness amongst our shire. Our small committee has become a valuable resource to the community attracting events, activities and funding to our shire. Some of these include:

- 2021 and 2022 Rainmakers Dance
- 2021 and 2022 successful art series throughout our whole shire (photography, art workshops, clay workshops, children's writing workshops).
- Summer Movie Series in conjunction with the CV Mens Shed
- Seroja Recovery Breakfast BBQs
- Community Christmas Trees in Parkfalls & Nabawa

Council has already resolved to assist FABCV at the **November 2020 and July 2021 Ordinary Council Meetings**

*MOVED: Cr. Batten**SECONDED: Cr. Davidson*

1. Waive fees and charges for the venue hire of Nabawa Community Centre for 2020/2021
2. Waive the bond fee required for the venue hire of Nabawa Community Centre for 2020/2021
3. Cover agreed Public and Associations Liability, as well as Volunteer Insurance for the first year of FABCV operation as determined by the CEO.
4. Investigate annual online meeting platform subscription for Chapman Valley not for profit organisations to utilise, including FABCV to bring back to council for further consideration.

Voting F6/A0

CARRIED

Minute Reference: 11/20-07

*MOVED: Cr. Forth**SECONDED: Cr. Davidson***COUNCIL RESOLUTION/STAFF RECOMMENDATION**

Council advise For A Better Chapman Valley (FABCV) of the following regarding their application to waiver fees, charges and bond relevant to the hire of the Nabawa, Yuna & Bill Hemsley Park Community Centres for the 2021/2022 financial year only:

1. Full waiver of fees, charges and bond for all venues, as requested, is not agreed to;
2. An annual fee equivalent to the hire of one venue, as set by the Shire's adopted annual budget, is to be paid, yet all three venues can be used for a combined maximum of twelve meetings/events held at all venues. Any use in excess of the twelve events per annum will incur the budgeted one-off local community event hire fee;
3. The full bond equivalent to the hire of one venue, as set by the Shires adopted budget is to be paid, yet the bond will be relevant to all three venues used.

Voting F6/A0

CARRIED

Minute Reference: 07/21-04

At the June 2022 OCM, an application has been received from the community group For A Better Chapman Valley (FABCV) requesting financial assistance by the waiver of fees/charges and bond for the following venues:

- Nabawa Community Centre;
- Yuna Community Centre; and
- Bill Hemsley Park Community Centre

The application list various dates for the use of the venues and approximately ten meetings and a further uses for community events throughout the year i.e.

- Ten (10) FABCV Meeting per annum; and
- Ten (10+) Community Events

MOVED: Cr Batten

SECONDED: Cr Humphrey

COUNCIL RESOLUTION/STAFF RECOMMENDATION

Council advise For A Better Chapman Valley (FABCV) of the following regarding their application to waiver fees, charges and bond relevant to the hire of the Nabawa, Yuna & Bill Hemsley park Community Centres for the 2022/2023 financial year only:

- 1 Full waiver of fees, charges and bond for all venues, as requested, is not agreed to due to the preference of alignment for all local organisations with the multiuse fee system which allows for affordable and accessible use of all Shire facilities;*
- 2 An annual fee equivalent to the hire of one venue, as set by the Shire's adopted annual budget, is to be paid, yet all three venues can be used for a combined maximum of twelve meetings/events held at all venues. Any use in excess of the twelve events per annum will incur the budgeted one-off local community event hire fee;*
- 3 The full bond equivalent to the hire of one venue, as set by the Shires adopted budget is to be paid, yet the bond will be relevant to all three venues used.*

Voting F8/A0

CARRIED

Minute Reference: 06/22-9

COMMENT

The FABCV committee have now come back to Council with a request to alter a condition of the Hire Agreement, being the total number uses per annum from 12 to 36 due to the number of additional programs they intend to run this year such as book club and monthly craft evenings.

FABCV have explained below their rationale for the request:

"The annual venue hire agreement for the 2021-22 year was an annual fee of \$586.00 for a maximum of 104 uses (no more than 2 times within the week). However, in 2022-23 this agreement has been reduced to just 12 times per year at the same cost. Whilst as a committee we agree that 104 uses is excessive we feel that 12 is not a reasonable nor fair amount for \$586. The once off venue hire fee for Nabawa Community Centre as a Local Community Member is \$50. Limiting the annual venue hire to 12 uses works out to be \$48.83 per use.

We wish to continue using these facilities, with more projects coming to life such as a monthly book club and a monthly craft evening to name a few. However, if we cannot continue to use these facilities at a reasonable cost we fear we may not be able to continue them as there is no other suitable facilities and it isn't viable for our not-for-profit group to pay \$50 per event.

Therefore we would like to propose to the Shire Councillors that for \$586 we are able to use all shire facilities for a maximum of 36 uses and we will continue to ensure the facilities are left to the cleanliness standard in which we found them. We understand cleaning is a big challenge for the shire however for the majority of the activities/meetings we host would not require a thorough contract clean after each event. For example, after committee meetings, we ensure that tables are wiped down and floors are swept."

OPTIONS

1. Retain the status quo - \$586 for 12 uses at the 3 venues (combined);
2. Allow FABCV's request - \$586 for 36 uses at the 3 venues (combined); **REVOKE of Part 2 of Minute Reference 06/22-9 is required.**
3. Alternative Fee/bond amount or venue uses. **REVOKE of Part 2, 3 of Minute Reference: 06/22-9 is required.**

STATUTORY ENVIRONMENT

Council has legal process to follow regarding waiving fees and charges: All waiver of Fees & Charges is to be reported in the Annual Financial Report.

Local Government Act, 1995 – Section 6.12 – Power to Defer, Grant Discount, Waive or Write off Debts

- (1) *Subject to subsection (2) and any other written law, a local government may –*
 - (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) ***waive or grant concessions in relation to any amount of money; or***
 - (c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*
- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

10. Revoking or changing decisions made at council or committee meetings — s. 5.25(e)

- (1) **If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported –**
 - (a) **in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or**
 - (b) **in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover (3).**

(1a) **Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover (Cr Batten).**
- (2) **If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made –**
 - (a) **in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or**
 - (b) **in any other case, by an absolute majority.**
- (3) **This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.**

POLICY/PROCEDURE IMPLICATIONS

Corporate Management Procedure CMP-066 specifies conditions and guidelines for financial assistance to community organisations and individuals in the local community by way of waiver.

As the amount requested is over \$1,000, (\$1,200) it is to be submitted to Council for consideration.

CMP-066 Waiver of Fees & Charges

MANAGEMENT PROCEDURE No.	CMP-066
MANAGEMENT PROCEDURE	WAIVER OF FEES & CHARGES
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY No.	NA
SECTOR	ADMINISTRATION
RELEVANT DELEGATIONS	

OBJECTIVES:

These procedures provide prospective applicants with information about financial assistance from the Shire of Chapman Valley by way of a Waiver of Fees and Charges.

Please read these procedures carefully before submitting an application. You may refer to the *Completing your Application* section for Shire Officer contact information.

MANAGEMENT PROCEDURE STATEMENT/S:**Restrictions on Funding**

All fees and charges must be paid upfront and if a “Waiver of Fees and Charges” is granted, a reimbursement for the approved amount will be forwarded to the successful applicant.

The approval of a Waiver for a Fee and Charge is governed by Delegation, and specifically Delegation 3008

Write Off Debts.

The exercise of powers and the discharge of duties under section 6.12 of the Local Government Act 1995 to waive or grant concessions (excluding rate concessions) and to write off debts not exceeding \$1,000. In cases where the request for Fee Waivers exceed \$1,000 a report needs to be submitted to an Ordinary Council Meeting for Council's consideration and approval.

Where a Fee and/or Charge is due to the Shire under another Act, regulatory body or Australian Law in respect of a service, then the Shire will not consider any application to waive that Fee and/or Charge.

A maximum of 50% of the Fee and Charge will be considered for waiver as listed in the annual Schedule of Fees and Charges adopted by Council or as otherwise determined by Council.

The Shire may at its own discretion determine an individual application on its merits and give consideration to natural disasters or a declared State of Emergency.

The activity, event, competition, project or celebration must be offered within the Shire of Chapman Valley local government boundaries.

The Community Organisation is not to have already received funding from the Shire by way of a Sponsorship, Donation, Community Development Grant or Shire Contribution or received financial assistance from the Shire under any existing written agreement during the current financial year.

Where an activity, event, competition, project or celebration occurs on a regular basis within a financial year July to June, then application for financial assistance shall be based on the full financial year.

One application per financial year (July to June) may be submitted at any time during the year for Financial Assistance. Reimbursement for utility charges such as water and electricity will not be considered for waivers.

Recurrent annual or seasonal fees for sporting groups such as the Sporting Club Levy, court hire and line marking will not be considered for waivers.

Applications are to be lodged on the Shire's official application form and retrospective applications will not be considered where they are submitted after the activity, event, competition, project or celebration.

Once the Delegated Shire Officer has determined that the application for financial assistance be approved, a request for payment for the approved percentage of the fee waiver will be submitted to the Creditors Officer for payment.

If circumstances surrounding a successful applicant change during the financial year the Shire reserves the right to review and cancel any or all of the approved financial assistance.

Eligibility - Who can apply?

To be eligible for a Waiver of Fees and Charges the applicant must meet all of the following criteria:

- Operate in the Shire of Chapman Valley;
- Community Organisation which is an Incorporated body;
- Not-for-profit organisation;
- Educational Institution.

Waiver of Fees and Charges

Fee Waivers will be considered for:

- Shire Fees and Charges that are not due to the Shire as an Australian Tax under Australian law in respect of a service;
- Events that occur as a result of natural disasters or declared State of Emergency;

Fee Waivers under Delegated Authority will not be considered for or provided to:

- Individual persons*;
- State or Federal Government bodies;
- Commercial Organisations or Businesses*;
- Fees and Charges levied and collected by the Shire under any written law;
- Support for organisational or general operating costs;
- Activities that will financially benefit the Community Organisation (i.e. entry charge);
- Activities that are already covered by an existing service agreement with the Shire of Chapman Valley;
- Community Organisations that receive funding from the Shire of Chapman Valley by way of Donation, Community Development Grant or Shire Contribution in the current financial year.

* **Individual persons, Commercial Organisations or Businesses can apply to Council for a waiver or reduction in the fee and charges for community health & wellbeing events for a maximum three month trial period to determine the viability of the event. Fees and charges will remain payable in full until a determination is made by Council on an application for waiver or reduction.**

* **Individual persons may seek the assistance of an Advocacy Agent to submit an application on their behalf. Note: Applications submitted by an Advocacy Agent will not impact the agent's ability to apply for financial assistance within that financial year.**

Application Timeframes

Community Organisations may make application for a Fee Waiver from the Shire of Chapman Valley at any time during the year.

Completing and Lodging your application

Once you have completed all sections of the form and signed the declaration, please take a copy for your records. The Shire requires the original signed Application Form be submitted by either of the following methods:

By Post: Chief Executive Officer

Shire of Chapman Valley

PO Box 1

Nabawa WA 6532

In Person: Shire of Chapman Valley Administration Centre

3270 Chapman Valley Rd, Nabawa, WA 6532

Office Hours: 9.00am – 4.00pm

By Email: ceo@chapmanvalley.wa.gov.au

What happens when your application is received?

Your application will be reviewed by the Shire and we will notify you in writing of the outcome of our assessment.

Acknowledging the Shire's support

Successful applicants will be required to liaise with the Shire's Community Development Officer and provide for marketing and media opportunities during the Project or Event.

ADDITIONAL EXPLANATORY NOTES:

ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES):

Adopted – Council Resolution:

Reviewed/Amended – Council Resolution:

05/15-23; 06/15-18; 03/17-32, 07/20-12

FINANCIAL IMPLICATIONS

Based on the existing arrangement (as per Minute Reference: 06/22-9) FABCV are requesting an additional 24 uses over the three sites which would equate to an additional waiver of \$1,200 (24 @ \$50)

The existing Waiver is only \$14 (12 @ \$50 = 600, less \$586)

Long Term Financial Plan (LTFP):

No significant effect on LTFP

STRATEGIC IMPLICATIONS

Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
1.1	Nurture the sense of community	Determine a whole of Shire community integration approach	Advocate a sense of community when opportunity arises.

CONSULTATION

The only consultation has been by the FABCV Application for waiver.

RISK ASSESSMENT

As set out in the Risk Management Governance Framework Procedures there are appropriate processes and internal controls for the management of this type of operational risk. The actual impact on total revenue and expenditure would be deemed **Minor**.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Simple/Absolute Majority

If Council opts to continue with FABCV's request of 24 uses at the three venues, the Revocation Procedures must be adhered to:

The following procedure is to ensure Council complies with Clause 10 of the Local Government (Administration) Regulations, 1996, in regards to revoking, or significantly changing, previously agreed Council Resolutions:

1. Elected Member moves a motion to revoke, or significantly amend, a Council decision.
2. Presiding Member requests a "Second" for the motion.
3. If no "Second" forthcoming the motion will lapse and Council are then required to move onto the next item of business.
4. If a "Second" is achieved the Presiding Member will then enquire with the Chief Executive on the following:
 - 4.1 Is revocation motion legally possible?
 - 4.2 Has initial resolution been acted upon?
 - 4.3 Will any third party be adversely affected by the revocation of motion change?
5. If the Presiding Member rules the revocation motion is acceptable he/she will request TWO VOTES to occur:
 - 5.1 VOTE 1 Accept/Reject the Revocation Motion
 - (a) In the case where an attempt to revoke or change the decision had been made within the previous three months but had failed, requires an ABSOLUTE MAJORITY (i.e. 5 votes/8 positions i.e. more than 50% of number of offices whether vacant or not) if a similar attempt has been made to revoke/change the substantive motion within the past 3 months.
 - (b) In any other case requires at least 1/3 of Elected Members, whether vacant or not (i.e. 3 Votes).

(As per reg 10 Local Government (Administration) Regulations 1996)

If the required votes are not achieved the revocation process is discontinued and the substantive motion remains valid and Council are then required to move onto the next item of business.

If the required votes are achieved then the second vote is called for to actually revoke, or change, the substantive motion (i.e. move to point 5.2).

5.2 VOTE 2 Actually Revoke, or Change, a Substantive Motion

An ABSOLUTE MAJORITY (i.e. 5 votes) is required to carry this motion.

If this revocation motion is not successful the substantive motion remains valid and Council are then required to move onto the next item of business.

If the revocation motion is successful then the substantive motion lapses, or is effectively changed in accordance with the revocation motion.

Where the substantive motion fully lapses, Council may then present alternative motion(s) on this matter for discussion.

Moved: Cr Batten

Seconded: Cr Humphrey

REVOKE COUNCIL RESOLUTION (Simple Majority)

That Council agree to significantly amend part 2 of Council Resolution 06/22-9 listed below:

Council advise For A Better Chapman Valley (FABCV) of the following regarding their application to waiver fees, charges and bond relevant to the hire of the Nabawa, Yuna & Bill Hemsley Park Community Centres for the 2022/2023 financial year only:

- 1 Full waiver of fees, charges and bond for all venues, as requested, is not agreed to due to the preference of alignment for all local organisations with the multiuse fee system which allows for affordable and accessible use of all Shire facilities;
- 2 An annual fee equivalent to the hire of one venue, as set by the Shire's adopted annual budget, is to be paid, yet all three venues can be used for a combined maximum of twelve meetings/events held at all venues. Any use in excess of the twelve events per annum will incur the budgeted one-off local community event hire fee;

- 3 *The full bond equivalent to the hire of one venue, as set by the Shires adopted budget is to be paid, yet the bond will be relevant to all three venues used.*

**Voting F8/A0
CARRIED**

Minute Reference: 12/22-06

MOVED: Cr Batten

SECONDED: Cr Davidson

9:01am, That as per part 17.1 of the Shire of Chapman Valley Standing Order Local Laws 2016, Council suspend the operation of the following clauses to allow sufficient discussion of item 10.3.2:

- 8.5 Priority when speaking,
- 8.7 Relevance,
- 8.8 Speaking twice,
- 8.9 Duration of speeches

**Voting F8/A0
CARRIED**

Minute Reference: 12/22-07

Discussion was undertaken on the item

MOVED: Cr Batten

SECONDED: Cr Humphrey

9:14am, That as per part 17.1 of the Shire of Chapman Valley Standing Order Local Laws 2016, Council reinstate the operation of the following clauses to allow sufficient discussion of item 10.3.2:

- 8.5 Priority when speaking,
- 8.7 Relevance,
- 8.8 Speaking twice,
- 8.9 Duration of speeches

**Voting F8/A0
CARRIED**

Minute Reference: 12/22-08

MOVED: Cr Batten

SECONDED: Cr Humphrey

COUNCIL RECOMMENDATION (Absolute Majority)

That Council significantly amend Minute Reference: 06/22-9 to state the following:

- 2 An annual fee equivalent to the hire of one venue (\$586), as set by the Shire's adopted annual budget, is to be paid, yet all three venues can be used for a combined maximum of thirty-six meetings/events held at all venues. Any use in excess of the thirty-six events per annum will incur the budgeted one-off local community event hire fee;

**Voting F8/A0
CARRIED**

Minute Reference: 12/22-09

10.3.3 Elected Member Reimbursements – Policy Review

PROPONENT:	SHIRE OF CHAPMAN VALLEY
SITE:	WHOLE OF SHIRE
FILE REFERENCE:	411.01
PREVIOUS REFERENCE:	11/15-4 (9.10 & 9.20); 5/11-17 (9.10); 05/15-23 06/15-18; 03/17-32; 07/19-4, 03/20-13
DATE:	6 December 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.3 (1)	Elected Member Reimbursements		✓
10.3.3 (2)	Elected Member Reimbursements Form		✓

DISCLOSURE OF INTEREST

Nil – Interest in Common

BACKGROUND

Recent requests for reimbursement of expenses incurred at approved attendance of events has identified an anomaly with procedure and execution of such reimbursements.

Current practice relies on the Councillor submitting fuel receipts in lieu of reimbursement by Council. This should be accompanied with the appropriate 'Elected Member Reimbursement Form' to assist in the paper trail in terms of audit compliance.

While this is done via the Councillor, or with assistance from staff it does not specifically comply with the directive of the Policies relating the Councillor Reimbursements,

CP – 006 Attendance at Events Policy; and

CMP – 030 Elected Member Training & Professional Development.

The current policy states that Councillors are to submit their kilometres travelled via the Claim Form which is to be paid as per the rate determined by the State Administrative Tribunal which is currently between 65.4c and 91.0c per kilometre, depending on the size of vehicle. A standard 880km trip to Perth and back (to Geraldton) would be reimburse at between \$575.52 and \$800.80. What is actually happening is that Councillors are submitting their fuel receipts which would be considerably less than the 'per kilometre' method.

CP-006 Attendance at Events Policy

POLICY NO	CP-006
POLICY	ATTENDANCE AT EVENTS POLICY
RESPONSIBLE DIRECTORATE	CEO
PREVIOUS POLICY No.	CMP-030
LEGISLATION	Section 5.90A of the Local Government Act 1995
RELEVANT DELEGATIONS	1019

1. OBJECTIVES

- 1.1. To introduce policy to address section 5.90A. of the Local Government Act 1995 Policy for attendance at events
- 1.2. To provide elected members and staff with consistent guidelines to ensure transparency, relevance, and value for money for ratepayers.
- 1.3. This Policy does not cover Elected Member Training. Refer to Management Procedure Ref CMP-030: "Elected Member Training & Professional Development".

2. POLICY STATEMENTS

- 2.1. In developing the Attendance at Events Policy, council needs to actively consider the purpose of and benefits to the community from council members and CEOs attending events. The policy should not be used to intentionally circumvent conflict of interests which may arise from attending events hosted by a provider who

will have a significant matter before council. The Attendance at Events policy is to enable council members to attend events as a representative of council without restricting their ability to participate in council meetings.

- 2.2. This policy addresses attendance at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of council members and the Chief Executive Officer (CEO).
- 2.3. Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

3. LEGISLATION

3.1. 5.90A. Policy for attendance at events

In this section — *event* includes the following —

- a) a concert;
 - b) a conference;
 - c) a function;
 - d) a sporting event;
 - e) an occasion of a kind prescribed for the purposes of this definition.
- 3.2. A local government must prepare, and adopt* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —

- a) the provision of tickets to events; and
- b) payments in respect of attendance; and
- c) approval of attendance by the local government and criteria for approval; and
- d) any prescribed matter.

**Absolute majority required.*

3.3. A local government may amend* the policy.

**Absolute majority required.*

- 3.4. When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- 3.5. The CEO must publish an up-to-date version of the policy on the local government's official website.

4. PROVISION OF TICKETS TO EVENTS

4.1. Invitation

- 4.1.1. All invitations or offers of tickets for a council member or CEO to attend an event should be in writing and addressed to the Chief Executive Officer. Invitations made directly to an Elected Member are to be handed to the Chief Executive Officer for action to be taken in accordance with this Policy.
- 4.1.2. Any other invitation or offer of tickets not addressed to an Elected Member or the Chief Executive Officer in general is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.
- 4.1.3. A list of events and attendees authorised by the local government in advance of the event is recorded in Attachment A.

5. APPROVAL OF ATTENDANCE

5.1 In deciding on attendance at an event, the Council will consider:

- a) who is providing the invitation or ticket to the event,
- b) the location of the event in relation to the local government (within the district or out of the district),
- c) the role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- d) whether the event is sponsored by the local government,
- e) the benefit of local government representation at the event,
- f) the number of invitations / tickets received, and
- g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

5.2 Decisions to attend events in accordance with this policy will be made by simple majority or by the CEO in accordance with any authorisation provided in this policy.

5.3 The CEO is authorised to determine matters relating to staff attending conferences, seminars or training (in addition to those listed at Attachment A) that form part of the ongoing operational requirements of the Shire using the considerations as outlined in 5.2 of this policy.

6. PAYMENTS IN RESPECT OF ATTENDANCE

- 6.1 Where an invitation or ticket to an event is provided free of charge, the local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if the council determine attendance to be of public value.
- 6.2 For any events where a member of the public is required to pay, unless previously approved and listed in Attachment A, the council will determine whether it is in the best interests of the local government for a council member or the CEO or another officer to attend on behalf of the council.
- 6.3 If the council determines that a council member or CEO should attend a paid event, the local government will pay the cost of attendance and reasonable expenses, such as travel, accommodation and meals.

The calculation of the reimbursement amount is by one of two ways and must be clearly marked on the Elected Member Reimbursement Claim Form:

- 1). By way of a log record identifying the date, location, reason for travel and the number of kilometers travelled and through the use of the rates specified in Schedule F – Motor Vehicle Allowance of the Public Service Award 1992 (as amended from time to time) to a maximum amount equivalent to what it would have cost to travel by air.

- 2). By way of claiming reimbursement of submitted fuel receipts for associated travel.

A Claim Form for Council Business Travel, Accommodation and Meals reimbursement covering no later than a three month period (quarterly), must be completed and submitted for reimbursement within three months from the end of the quarter for processing. Claims submitted outside these timeframes must be presented to Council for approval.

Taxi and parking fees (not fines) incurred whilst undertaking Council business may be reimbursed upon lodgement of relevant receipts that accompany the claim form.

If an elected member is provided with a Shire vehicle to attend official duties, travel costs are not claimable.

- 6.4 Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.

ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL POLICIES):

Adopted – Council Resolution:	03/20 -13
Reviewed/Amended – Council Resolution:	

CMP-030 Elected Member Training & Professional Development.

MANAGEMENT PROCEDURE No.	CMP-030
MANAGEMENT PROCEDURE	ELECTED MEMBER TRAINING & PROFESSIONAL DEVELOPMENT ETC
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	9.10 and 9.20
RELEVANT DELEGATIONS	1019

OBJECTIVES:

Outline the process and conditions associated with Elected Members attending training or professional development, etc.

Attendance at Events is covered under Policy No CP-006 "Attendance at Events".

This Management Procedure does not cover mandatory Elected Member Training stipulated under legislation. Such Training will be budgeted for accordingly and the Elected Members required to undertake such training must attend the required course.

MANAGEMENT PROCEDURE STATEMENT:**Nominations**

Notices inviting Councillors to nominate delegates to undertake training or professional development and similar occasions are to be brought Councillors attention.

Any Councillor who wishes to undertake training or professional development shall request endorsement at a Council meeting for consideration.

EXPENSES

Any Councillor endorsed by resolution of Council to attend training or professional development courses will have the following expenses paid, unless any variation is otherwise determined by Council resolution:

Travel

- Private Vehicle Use – (at the rate determined by the State Administrative Tribunal **or by reimbursement of fuel receipts**). Claim Form **showing preferred method km's and purpose** to be submitted.
- All costs associated with any other form of travel (i.e. air, bus, meals, etc.) **to be submitted on Claim Form and submitted to CEO.**

The calculation of the reimbursement amount is by one of two ways and must be clearly marked on the Elected Member Reimbursement Claim Form:

- By way of a log record identifying the date, location, reason for travel and the number of kilometers travelled and through the use of the rates specified in Schedule F – Motor Vehicle Allowance of the Public Service Award 1992 (as amended from time to time) to a maximum amount equivalent to what it would have cost to travel by air.
- By way of claiming reimbursement of submitted fuel receipts for associated travel.

A Claim Form for Council Business Travel Reimbursement covering no later than a three month period (quarterly), must be completed and submitted for reimbursement within three months from the end of the quarter for processing. Claims submitted outside these timeframes must be presented to Council for approval.

Taxi and parking fees (not fines) incurred whilst undertaking Council business may be reimbursed upon lodgement of relevant receipts that accompany the claim form.

If an elected member is provided with a Shire vehicle to attend official duties, travel costs are not claimable.

Accommodation

- Room and meals as approved by the Chief Executive Officer **to be reimbursed via Claim Form if not paid for prior.**
- Alcoholic beverage cost will not be covered by the Shire

Other

- Course registration expenses.
- Taxi fares as approved by Chief Executive Officer.
- All Councillor partner expenses must be paid for by the relevant Councillor member (Either at the time expense is incurred or by reimbursing Council **at a later date as per quarterly reimbursements**)

ADDITIONAL EXPLANATORY NOTES:**ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES)**

Adopted – Council Resolution:	10/01-9 (9.10) and 12/01-10 (9.20)
Reviewed/Amended – Council Resolution:	11/15-4 (9.10 & 9.20); 5/11-17 (9.10); 05/15-23 06/15-18; 03/17-32; 07/19-4, 03/20-13

COMMENT

The current Policies (CP – 006 Attendance at Events Policy and CMP – 030 Elected Member Training & Professional Development) have been amended in **RED** to allow either form of reimbursement if that is what Councillors desire. The meeting may also direct an alternative policy position, either way the appropriate paperwork must be completed in order to receive reimbursement.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 2.7(2)(b)

Role of Council

- 1) *The council:*
 - (a) *Governs the local government's affairs; and*
 - (b) *Is responsible for the performance of the local government's function.*
- 2) *Without limiting subsection (1), the council is to:*
 - a) *Oversee the allocation of the local government's finances and resources; and*
 - b) ***Determine the local government policies.***

The legislation has no specific period for the review of Policies, yet Council has attempted to undertake a review annually.

POLICY/PROCEDURE IMPLICATIONS

All of the Shire of Chapman Valley existing policies & procedures are reviewed annually by Senior Staff, with only those being recommended for amendments, adoption or deletion presented to Council for consideration.

FINANCIAL IMPLICATIONS

Nil

Long Term Financial Plan (LTFP):

Nil

STRATEGIC IMPLICATIONS

It is important Councillors and staff are fully conversant with Policies and Procedures of the organisations in the first instance and for these to be accessible to the Elected Members, Staff and the community to ensure all ambiguity are removed regarding how the Shire operates.

It is also important Councillors and staff review the policies & procedures to ensure these remain current and relevant.

1. Strategic Community Plan/Corporate Business Plan

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

CONSULTATION

Nil

RISK ASSESSMENT

There is a risk associated with the organisation's Policies and Management Procedures being antiquated and not relevant, which could lead to poor operations and possible areas of non-compliance with legislation. However; I believe this risk is considered "*insignificant*" in this instance i.e.

Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Simply Majority

MOVED: Cr Humphrey

That Council amend the attached Policies (CP – 006 Attendance at Events Policy and CMP – 030 Elected Member Training & Professional Development), as marked in red to reflect the appropriate method of reimbursement of Travel, Accommodation & meals etc. as by reimbursement of fuel receipts only.

MOTION LAPSED DUE TO LACK OF SECONDER

MOVED: Cr Forth

SECONDED: Cr Royce

STAFF RECOMMENDATION

That Council amend the attached Policies (CP – 006 Attendance at Events Policy and CMP – 030 Elected Member Training & Professional Development), as marked in red to reflect the appropriate method of reimbursement of Travel, Accommodation & meals etc.

Voting F8/A0

CARRIED

Minute Reference: 12/22-12

MOVED: Cr Forth

SECONDED: Cr Royce

9.23am, That as per part 17.1 of the Shire of Chapman Valley Standing Order Local Laws 2016, Council suspend the operation of the following clauses to allow sufficient discussion of item 10.3.3:

8.5 Priority when speaking,

8.7 Relevance,

8.8 Speaking twice,

8.9 Duration of speeches

Voting F8/A0

CARRIED

Minute Reference: 12/22-10

Discussion was undertaken on the item

MOVED: Cr Batten

SECONDED: Cr Forth

9.37am, That as per part 17.1 of the Shire of Chapman Valley Standing Order Local Laws 2016, Council reinstate the operation of the following clauses to allow sufficient discussion of item 10.3.3:

8.5 Priority when speaking,

8.7 Relevance,

8.8 Speaking twice,

8.9 Duration of speeches

Voting F8/A0

CARRIED

Minute Reference: 12/22-11

10.3.4 Tourism & Events Advisory Group

PROPOSERS:	Tourism & Events Advisory Group
SITE:	Shire of Chapman Valley
FILE REFERENCE:	403.04
PREVIOUS REFERENCE:	Nil
DATE:	28 November 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached To Report	Under Separate Cover
10.3.4	CONFIDENTIAL – TEAG Minutes		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The Tourism & Events Advisory Group (TEAG) met on 28 November 2022 and the minutes from this meeting have been provided as **separate Attachment 10.3.4**.

Due to the need to keep the Australia Day Award nominations and recommended recipients confidential until they are announced at the Australia Day Event to be held on the 26 January 2023 **Councillors and Staff are therefore requested to treat the TEAG Minutes as CONFIDENTIAL.**

COMMENT

Due to the need for confidentiality this report, and the Staff Recommendation will not mention the recommended Australia Day Award recipients.

STATUTORY ENVIRONMENT

Nil.

POLICY/PROCEDURE IMPLICATIONS

Below is an extract from Management Procedure CMP-033 (Honour Awards) relevant to the Australian Day Awards:

Shire of Chapman Valley Australia Day Awards and Function

For personal commitment, service and contribution to the community of the Shire of Chapman Valley

Nominations called in October and close in November (or as determined by the Australia Day Council).

The Council Appointed Working Group shall:

- Evaluate annual Australia Day Award Nominations and submitting these to Council in readiness for presenting the awards at the Shire's annual Australia Day Function.*
- Assist with coordinating the annual Australia Day function(s).*
- Discuss all other item(s) referred to them by Council in the areas of tourism and events.*

FINANCIAL IMPLICATIONS

No financial implications are envisaged at this stage as the costs for Australia Day Awards/Event has been budgeted for as per previous years and it not expected to exceed this amount.

Long Term Financial Plan (LTFP):

Nil impact.

STRATEGIC IMPLICATIONSStrategic Community Plan/Corporate Business Plan:

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 18 August 2022 meeting and includes the following objectives of relevance:

Ref	Strategies & Actions	Timeline	2022 Status	Desired Status
<i>Community Health and Lifestyle</i>				
Objective 1.1 Nurture the sense of community throughout the Shire while maintaining/supporting the differing residential groups and volunteers.				
Strategy: Determine a whole of Shire community integration approach				
1.1.2	Seize opportunities to promote a sense of community.	Ongoing	High – Rural Areas Low - Other Areas	Higher than existing levels.
Strategy: Identify all volunteers and determine their support needs				
1.1.3	Administrative and community development support, resources and programs	Short Term	Numbers reducing and indications of burnout among volunteers and groups	Volunteer numbers and support for admin and activities increases and burnout reduces

CONSULTATION

The TEAG met with Shire staff to determine a recommendation to Council for award recipient(s) and event details.

RISK ASSESSMENT

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Simple Majority

MOVED: Cr Davidson

SECONDED: Cr Elliott-Lockhart

COUNCIL RESOLUTION/ADVISORY GROUP RECOMMENDATION

That Council endorse the recommendations of the 28 November 2022 Tourism & Events Advisory Group meeting as contained in separate CONFIDENTIAL Attachment 10.3.4.

Voting F8/A0

CARRIED

Minute Reference: 12/22-13

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

MOVED: Cr Batten

SECONDED: Cr Royce

REVOKE COUNCIL RESOLUTION (Simple Majority)

That Council agree to significantly amend Council Resolution 12/22-03 listed below:

MOVED: Cr Batten

SECONDED: Cr Forth

Council resolves to move the following items En Bloc:

10.1.2, 10.3.1, 12.1.1 & 12.1.2

Voting F8/A0

CARRIED

Minute Reference: 12/22-14

MOVED: Cr Batten

SECONDED: Cr Forth

That Council agree to significantly amend Council Resolution 12/22-03 listed below:

Council resolves to remove the following items from the En Bloc motion (procedural):

12.1.1 & 12.1.2

Voting F8/A0

CARRIED

Minute Reference: 12/22-15

MOVED: Cr Royce

SECONDED: Cr Elliott-Lockhart

That Council accepts three items of new business of an urgent nature

Voting F8/A0

CARRIED

Minute Reference: 12/22-16

12.1.1 2021/2022 Annual Report and Annual General Meeting of Electors

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	413.01
PREVIOUS REFERENCE:	NA
DATE:	12 December 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
12.1.1(a)	Audited Annual Financial Report 2022		✓
12.1.1(b)	Independent Auditors Report 2022		✓
12.1.1(c)	Management Report 2022		✓
12.1.1(d)	Unconfirmed Minutes Finance Audit & Risk Committee Meeting		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The purpose of this item is to accept the Shire of Chapman Valley 2021/2022 Annual Report, receive the Auditors Report and Management Letter and set a date/time for the Annual General Meeting of Electors. The Annual Report is provided under separate cover at **Attachment 12.1.1(a)**.

When considering setting a date for the Annual General Meeting of Electors it is a requirement of s5.27 'Electors General Meeting' of the Local Government Act 1995 this meeting can be no later than 56 days after accepting the Annual Report (this will be 9 February 2023 if Annual Report is accepted at today's meeting).

The Shire of Chapman Valley last held the Annual General Meeting of Electors for 2020/2021 financial year on 8 February 2022 at the Bill Hemsley Community Centre, White Peak commencing at 6.00pm

COMMENT

The Staff Recommendation is suggesting the date, time and location to hold the next Annual General Meeting of Electors as being:

Monday 6 February 2023
Commencing at 6.00pm
Council Chambers, Nabawa

As mentioned, the Act stipulates the Annual General Meeting of Electors must be held not more than 56 days after the local government accepts the annual report for the previous financial year. Therefore, as mentioned, the latest date the meeting could be held is the 8 February 2023.

It is important to maximise attendances at the Annual General Meeting of Electors by constituents, hence the Staff Recommendation has suggested a date and time, which is in the evening.

STATUTORY ENVIRONMENT

Local Government Act 1995

The Local Government Act 1995 states the following:

"5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but **not more than 56 days after the local government accepts the annual report for the previous financial year**.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed."

5.29. Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving —
(a) at least 14 days' local public notice; and
(b) each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.
- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.
- 5.32. Minutes of electors' meetings**
The CEO is to —
(a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and
(b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.
- 5.33. Decisions made at electors' meetings**
(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —
(a) at the first ordinary council meeting after that meeting; or
(b) at a special meeting called for that purpose, whichever happens first.
- (2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.
- 5.54. Acceptance of annual reports**
(1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government **no later than 31 December after that financial year.**
* Absolute majority required.
- 5.55. Notice of annual reports**
The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

POLICY/PROCEDURE IMPLICATIONS

No existing Policy/Procedure affected.

FINANCIAL IMPLICATIONS

Nil affect for current financial year.

Long Term Financial Plan (LTFP):

Nil affect.

STRATEGIC IMPLICATIONS

It is considered appropriate (by the legislators at least) to conduct the Annual General Meeting of Electors to retain open and accountable governance and communication with the Shire's constituents.

Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

CONSULTATION

The Shire President, relevant staff and the Shire's Auditors have been consulted and had input into the development of the 2021/2022 Annual Report.

Members of the Shire of Chapman Valley's Finance Audit & Risk Management Committee were all invited to participate in the "Audit Exit Meeting" with the Office of the Auditor General (OAG).

RISK ASSESSMENT

Insignificant risk of non-compliance with legislation to complete this activity in accordance with the Local Government Act and associated Regulations.

Insignificant risk of not conducting the Annual General Meeting of Electors at an appropriate time/date to provide constituents to opportunity to attend.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Staff Recommendation 1 - Absolute Majority

Staff Recommendation 2 – Simple Majority

MOVED: Cr Forth**SECONDED: Cr Batten****COUNCIL RESOLUTION/STAFF RECOMMENDATION 1 (Absolute Majority Vote Required)**

Council accepts the Annual Report for the 2021/2022 Financial Year as required by s5.54 of the Local Government Act 1995 as presented.

Voting F8/A0**CARRIED****Minute Reference: 12/22-17****MOVED: Cr Forth****SECONDED: Cr Batten****COUNCIL RESOLUTION/ STAFF RECOMMENDATION 2 (Simple Majority Vote Required)**

Council:

- 1 Receives and accepts the Auditors Financial Report for 2021/2022;
- 2 Receives and accept the Auditors Management Report 2021/2022;
- 3 Set the date for the Annual General Meeting of Electors for the 6 February 2023, commencing 6.00pm at the Nabawa Council Chamber and advertise this meeting accordingly.
- 4 Request the CEO give local public notice of the availability of the Annual Report as required by s5.55 the Act:
- 5 Publish the Report on the Shire Website within 14 days of Council acceptance in accordance with s5.55A of the Act;
- 6 Provides a copy of the Shire of Chapman Valley 2021/2022 Annual Report to the Director General of the Department of Local Government.
- 7 Correspond to the Minister for Local Government, the Department of Local Government and the Office of the Auditor General disputing the severity of the risk (Significant) attached to the Fair Value of Infrastructure Assets – Frequency of valuations due to the materiality of the issue and apparent additional costs to band 4 Local Governments.

Voting F8/A0**CARRIED****Minute Reference: 12/22-18**

12.1.2 Harvest Vehicle Movement Ban exemption for Western Power

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	NA
PREVIOUS REFERENCE:	NA
DATE:	12 December 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
12.1.2(a)	Bushfire mitigation processes FAQs		✓
12.1.2(b)	Fire Precautions work instruction		✓
12.1.2(c)	HVMB declaration template – Reg 24C (during a TFB)		✓
12.1.2(d)	HVMB declaration template – Reg 38A (outside a TFB)		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The Shire of Chapman Valley Fire control Officers have the following powers under the *Bush Fires Regulations 1954*.

REGULATION 24C – NOTICE TO BAN THE USE OF ENGINES, VEHICLES, PLANT OR MACHINERY LIKELY TO CAUSE A BUSH FIRE WHEN A TOTAL FIRE BAN IS DECLARED**REGULATION 38A – NOTICE TO BAN THE USE OF ENGINES, VEHICLES, PLANT OR MACHINERY LIKELY TO CAUSE A BUSH FIRE DURING THE RESTRICTED AND PROHIBITED BURNING TIMES**

Harvest and Off Road Activity Bans are declared by a Fire Control Officer and in consultation with the Shire. They can be declared when fire weather conditions are most likely to threaten lives and property or when a fire is already underway and firefighting resources are committed. Special conditions and exemptions may apply depending on the type and reason for the ban.

COMMENT**Exemptions:**

The following exemptions apply during all bans.

Essential Services

Off-Road activity, for urgent work, carried out by an essential service can continue, but only when the prescribed conditions in Division 9 of the Bush Fires Regulation 1954 are complied with. Urgent works, in relation to the provision of an essential service, means repairs or maintenance necessary for the continued provision, or restoration, of the service. Essential service: water supply, sewerage or drainage services, electricity, or gas services; telecommunications services; public transport services and rubbish collection or disposal services.

Health and Safety

Off-Road Activity is permitted for the use or operation of a vehicle for the prevention of an immediate and serious risk to the health or safety of a person or livestock, and only if all reasonable precautions have been taken to prevent the activity from creating a bush fire danger.

Western Power currently has an exemption issued by DFES under section 22C of the Bush Fires Act 1954.

The exemption provides the conditions required to be complied with when Western Power is restoring power during a Total Fire Ban. These conditions Only relate to carrying out disconnection & re-connection of electricity supplies and operating the transmission & distribution networks open-air switchgear to energise & isolate the electrical network, commonly referred to as switching.

When a Harvest Vehicle Movement Ban (HVMB) is issued outside of a Total Fire Ban (TFB), the impact does NOT allow Western Power to provide for essential services to continue to carry out urgent work banned by the HVMB, unless the

Local Government CBFCO stipulates this in the notice when declaring the ban. This is identified in the attached 24C & 38A Notices. **Attachment 12.1.2(c) & (d)**

Attachment 12.1.2 (b) outlines the strict fire precautions put in place by Western Power, identifying the conditions and type of ban that may be in place.

Council currently has a resolution in place to restrict the Movement of Vehicles during the Christmas holiday period (Christmas Day, Boxing Day & New Years Day). This Ban does not allow for Western Power to carry out essential & urgent works, in relation to the provision of an essential service, means repairs or maintenance necessary for the continued provision, or restoration, of the service.

To enable these works to be carried out, Council is required to authorise the Chief Bush Fire Control Officer to enable an exemption to Western Power to occur when implementing a Harvest Vehicle Movement Ban, issued under section 224C & 38A of the Bush Fires Act 1954.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

Bush Fire Regulations 1954

POLICY/PROCEDURE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Long Term Financial Plan (LTFP):

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan/Corporate Business Plan:

Nil

CONSULTATION

Western Power

RISK ASSESSMENT

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Simple Majority

MOVED: Cr Forth

SECONDED: Cr Low

COUNCIL RESOLUTION /STAFF RECOMMENDATION

That Council authorise the Chief Bush Fire Control Officer to enable an exemption to Western Power to occur when implementing a Harvest Vehicle Movement Ban, issued under section 224C & 38A of the Bush Fires Act 1954, insuring that the minimum fire precautions (**attachment 12.1.2 (b)**) is imposed, but not limited to, during future Harvest Vehicle Movement Bans.

Voting F8/A0

CARRIED

Minute Reference: 12/22-19

12.1.3 WALGA Best Practice Governance Review Consultation

PROPONENT:	Shire of Chapman Valley
SITE:	Whole of Shire
FILE REFERENCE:	NA
PREVIOUS REFERENCE:	Nil
DATE:	12 December 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
Att12.1.3(a)	WALGA Governance Review Background Paper		✓
Att12.1.3(b)	WALGA Consultation Paper Model Options		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council is requested to review the five (5) proposed Governance Model options developed from the WALGA Best Practice Governance Review (BPGR) Steering Committee and form an endorsed position as to which option is the Shire's preferred model and a ranking in terms of order of preference for the remaining options.

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of their view is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other

drivers for the review included:

- Misalignment between key governance documents.
- Constitution amendments for State Councillors' Candidature for State and Federal elections;
- legislative reforms for the Local Government Act 1995, and for the Industrial Relations Act 1979.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review. The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change.

Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations –Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of:

Representative, Responsive and Results Oriented.

These activities are outlined in more detail in the Background Paper (**Att 12.1.3 (a)**).

The Governance model presents four potential governance options as well as maintaining the status quo and the structure and roles associated with each option. The five options are:

- Option 1: Two tier model, existing zones
- Option 2: Board, regional bodies
- Option 3: Board, amalgamated zones
- Option 4: Member elected board, regional groups
- Option 5: Current model

Within all the model options, direct relationship with WALGA and regional/subregional collaboration would continue to be encouraged.

The Consultation Paper (**Att 12.1.3 (b)**) details the Governance Principles whereby each Model Option is compared, and the implication these principles are likely to have. The structure and role of each Model Option is decomposed and compared.

The WALGA BPGR Steering Committee have requested to have submissions completed by 23 December 2022. In January 2023 the Steering Committee will consider the outcomes of the consultation process and a Final Report and recommended direction will be the subject of a State Council Agenda item in the March 2023 State Council meeting. The WALGA principles of Representative and Responsive will likely be difficult to achieve in harmony given the vast breadth of WA and the number of Local Governments, and the diversity of needs of those Local Governments.

In general, not for profit associations tend to operate with a board of 8-12 members, with the consensus being that an organisation with a well-functioning CEO and operational arm needs less Board Members. In general, it is easier to keep smaller numbers more actively engaged, and with this level of representation you can spread workload and, in most part, avoid groups forming that can influence decisions.

COMMENT

Options 1, 2, and 4 provide for a Board of Management for WALGA with 8 – 12 members – this essentially lends itself to the responsiveness required from a contemporary board running an organisation with an executive and organisational structure.

On the other side of the scenario is that WALGA is an association formed to represent the views of its members and provide services to the benefit of its members, its members are 139 Local Governments spread throughout the State. This places WALGA in a difficult position as the needs of Derby, Chapman Valley, Rockingham, and Esperance, as an example, will all be very different.

In terms of representation the current model offers the best Local Government to representative ratio on the WALGA State Council (Board). All other options significantly reduce the ratio on the Board.

Option 1 looks to have a Policy Council with the same makeup of the current state council and the same supporting zone structures. Option 4 seems to offer the least representation with the Policy Teams drawn from the board and no mention of zones just more informal regional groups which feed into things on a group-by-group basis but are not required under the framework.

Option 3 seeks to half the amount of Country Zones – essentially this will double the number of Council's each State Council/Board member is representing. Potentially reducing their knowledge base and influence, this will likely benefit Metro representation as it is easier for a Councillor to understand the whole of the Metro areas needs than it would be for a Councillor to understand the Midwest, Murchison, and Gascoyne which covers a much vaster area.

Option 2 seeks to provide a more area of interest model, with the metro just split into quarters and other areas sorted by the group/economic driver they seem most aligned to. Again, this could lead to bias at the board level as the four metropolitan regional bodies are much more likely to be aligned on items than say the regional capitals are with Mining and Pastoral, and Agricultural areas – this is likely to make advocacy and decision making difficult.

Below is the ranking of the options based on the authors views and potential impact on Chapman Valley

1. Option 5

a. For Chapman Valley this option offers the greatest representation towards WALGA decision making as it provides a Midwest Zone representative on State Council/Board. Under all the other options there is no guarantee a representative who understands the Midwest will be allocated to the Board.

b. Potentially WALGA could appoint an 8-person executive committee from State Council to perform all the functions associated with the business such a finances, staff, etc. and then State Council focusses on member specific topics and endorses the executive committee minutes/decisions.

2. Option 1

a. This option seems to offer the best balance between a responsive board tasked with running a multi-million-dollar organisation, and a Council of representatives that has representation based on smaller geographical locations.

b. The main alteration suggested is that the Policy Council should meet three (3) times a year so it can contribute to Board Advocacy priorities in between the board meetings. For this model to work the Policy Council and the supporting zones must stay relevant, well represented, and targeted. By removing organisation specific items from general discussion, it may allow more time to be spent on advocacy and policy items.

3. Option 3

a. Reduces the representation in our zone by including the Murchison, and Gascoyne. This may also impact on how often the zone meets and its regional collaboration building as the Murchison and Gascoyne travel distances make it unfeasible but still offers better representation than some of the other options.

Having 15 members on the board is potentially no more responsive or flexible than the current 25-person state council.

4. Option 2

a. Whilst not ideal, the regional bodies representation and regional body members being included on policy teams and forums will likely keep strong voices on regional issues. Although it could be argued that regional capitals such as Geraldton,

Albany, and Bunbury have more in common with North or South metro than Country.

5. Option 4

a. Without a clear structure or reason for existing it is likely the zones and regional groups part of this model may dissolve.

Overall options 1 and 5 offer the best representation for Chapman Valley. Whilst the governance review is focusing on creating a more dynamic organisation, the self-interests of Chapman Valley and the zone become diluted across most of the models. When combined with the new electoral reforms this may result in the quietening of the regional voice as more populous areas gain greater depth of representation.

That Chapman Valley states strongly that its preference is for Options 5 or 1 and that all other options will reduce is representation and diminish the inputs of the Midwest region.

STATUTORY ENVIRONMENT

The DLGSCI legislative reform process seeks to take WALGA out of the Local Government Act from a constitutional perspective.

POLICY/PROCEDURE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Long Term Financial Plan (LTFP):

Nil

STRATEGIC IMPLICATIONS**Strategic Community Plan/Corporate Business Plan:**

Nil

CONSULTATION

WALGA

RISK ASSESSMENT

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Simple Majority

MOVED: Cr Batten

SECONDED: Cr Elliott-Lockhart

COUNCIL RESOLUTION/STAFF RECOMMENDATION

That Council:

1. Inform WALGA that the current model (Option 5) is the preference of the Shire of Chapman Valley; and
2. Note that Option 1 would be the Shires second preference while providing the feedback that it does not provide the same level of regional representation as the current model.

Voting F8/A0

CARRIED

Minute Reference: 12/22-20

13 DELEGATES REPORTS

Delegate	Reports
Cr Warr	1 st Dec - Development WA meeting 5 th Dec - National Volunteer Day Hampers and Delivery 6 th Dec - WALGA LEMA Review webinar 9 th Dec - Yuna Primary School Presentation evening 12 th Dec - Western Power Forum 12 th Dec - Exit Audit meeting 12 th Dec - Chapman Valley School Presentation evening
Cr Forth	22 nd Nov - New jobs programme trial 28 th Nov - CVHS Christmas lunch 28 th Nov - Tourism & Events Committee Meeting 2 nd Dec - Shire Christmas function 10 th Dec - White Peak Christmas function 12 th Dec - Western power meeting Council chambers 12 th Dec - FARMS Audit exit Meeting
Cr Batten	22 nd Nov - Future Drought Fund Meeting 28 th Nov - Tourism WG meeting 28 th Nov - CV Museum end of year lunch (brief visit!) 12 th Dec - Audit Meeting
Cr Elliott-Lockhart	28 th Nov - Museum Christmas Function 28 th Nov - Tourism & Events Committee Meeting 2 nd Dec - Shire of Chapman Valley EOY Function
Cr Royce	12 th Dec - Western Power Forum

14 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

15 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC

Nil

16 CLOSURE

The President thanked Elected Members and Staff for their attendance and closed the meeting at 10:18am.

9 Items to be dealt with En Bloc

10 Officer Reports

10.1 Deputy Chief Executive Officer

10.1.1	Proposed Shed, Redcliffe Concourse, White Peak
Department	Development Service Planning
Author	Simon Lancaster
Reference(s)	A1595 (previous Council Minute Reference 06/15-03)
Attachment(s)	1. Redcliffe Concourse Shed application [10.1.1.1 - 4 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council grant formal planning approval for an outbuilding with a reduced rear and side boundary setback of 3m upon 53 (Lot 215) Redcliffe Concourse, White Peak subject to compliance with the following:

Conditions:

- 1 Development shall be in accordance with the approved plan(s) as contained within Attachment 10.1.1 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
- 2 Any additions to or change of use of any part of the buildings or land (not the subject of this consent/approval) considered by the local government Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.
- 3 The outbuilding must not be used for habitable, commercial or industrial purposes.
- 4 The outbuilding shall be clad in colours that are complementary to the existing residence and natural landscape, and be to a finish, to the satisfaction of the local government.
- 5 All stormwater must be contained and disposed of on-site to the satisfaction of the local government.
- 6 Any soils disturbed or deposited on site shall be stabilised to the satisfaction of the local government.
- 7 The area between the shed and the property boundaries shall be kept free of items that reduce visual amenity or contribute to fire hazard, and maintained, to the satisfaction of the local government
- 8 If the development/land use, the subject of this approval, is not substantially commenced within a period of two years after the date of determination, the approval shall lapse and be of no further effect.

Notes:

- (a) Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.
- (b) The application has been determined by Council based upon its specific merit and this determination should not be deemed to create a precedent for future applications.
- (c) If an applicant is aggrieved by this determination there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

Disclosure of Interest

No officer declared an interest under the *Local Government Act 1995*, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

Council is in receipt of an application to construct an outbuilding with reduced rear and side boundary setbacks upon 53 (Lot 215) Redcliffe Concourse, White Peak. The application has been advertised for comment and 1 submission expressing support was received and no objections were received. This report recommends approval.

Comment

Lot 215 is a 4,642m² property that slopes downwards from the 80m contour at the rear (southern end of the property) to the 75m contour at the front (north) of the property. Lot 215 is bordered by Redcliffe Concourse to the north, a bridle path to the east and south and a similar sized property to the west.

Figure 10.1.1(a) – Location Map for 53 (Lot 215) Redcliffe Concourse, White Peak



The application is for a 5m x 5m (25m²) colorbond outbuilding with 2.4m wall height and 2.841m gable height that is proposed to be sited 3m from the side and rear property boundaries. A copy of the application that includes the site, elevation and floor plans and the applicant's supporting correspondence is provided as **separate Attachment 10.1.1**.

The Shire of Chapman Valley Local Planning Scheme No.3 establishes a minimum 5m rear and side boundary setback requirement in the 'Rural Residential' zone and the application is therefore required to be presented to Council for determination.

Figure 10.1.1(b) – Aerial photo of 53 (Lot 215) Redcliffe Concourse, White Peak



Figure 10.1.1(c) – View looking south along bridle trail at proposed outbuilding site



Figure 10.1.1(d) – View north-west from bridle trail at proposed outbuilding site



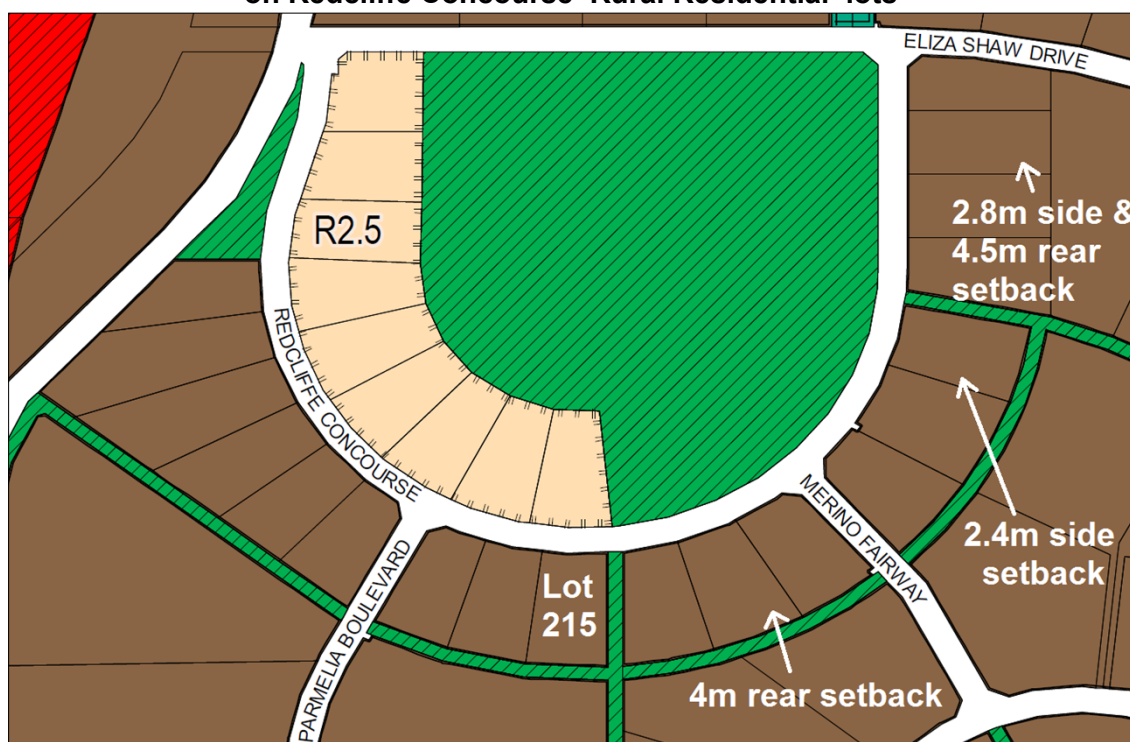
Figure 10.1.1(e) – View looking east along bridle trail at proposed outbuilding site



It is considered that the application should be supported based upon the following:

- the lots in the White Peak and Waggrakine 'Rural Residential' zone are generally all above 1ha in area and the requirement for a 5m rear and side boundary setback is appropriate for lots of that size, however, the 19 'Rural Residential' lots on the outside bend of Redcliffe Concourse are an exception to this, measuring 4,091m²-7,435m². Given that these lots are considerably smaller than is standard for this zone it is reasonable to consider some variation to the side and rear boundary setback requirements.
- the proposed shed being 25m² in area and 2.841m in total height is relatively minor in its scale and visual impact and meets with the requirements of the Outbuildings Policy pertaining to floor area and height;
- the prior siting of the residence at the rear of the property makes the siting of an outbuilding, even one at the modest a scale as proposed, difficult to locate behind the house without variation to the 5m rear boundary setback.
- the siting of the outbuilding behind the residence is considered preferable to it being constructed forward of the residence in a location that would then comply with the rear boundary setback requirement.
- given that the subject rear and side boundaries front a 10m wide bridle path rather than directly adjoining neighbouring lots, the shed would not seem unduly close to neighbouring landowners.
- the shed would be obscured from Redcliffe Concourse by the existing residence and landscaping leading to negligible impact upon the streetscape.
- the shed would enable items to be stored securely, which would benefit the landowner, and not out in the open, which would also improve the visual appearance of the property, benefiting the surrounding residents.
- Lot 215 has established landscaping to assist in screening the shed.
- the proposed shed will be clad in colours to match the existing residence (shale grey walls, deep ocean frames/roller door/gutters and a cream roof).
- Council has the ability to impose condition that the area between the shed and the rear and side boundaries be kept free of items that reduce visual amenity or contribute to fire hazard.
- Council has the ability to impose condition that all stormwater runoff from the shed be retained within Lot 215.
- the application was advertised to the surrounding landowners inviting comment and no objections to the proposed shed were received and the closest side neighbor expressed support for the development.
- Council has in the past approved outbuildings with a reduced rear and/or side boundary setback upon the 'under-sized' Redcliffe Concourse 'Rural Residential' lots as illustrated in **Figure 10.1.1(f)** and the approval of this development would therefore not be setting a precedent.

Figure 10.1.1(f) – Reduced setbacks previously supported on-merit on Redcliffe Concourse ‘Rural Residential’ lots



Statutory Environment

The report complies with the requirements of the:
 Shire of Chapman Valley Local Planning Policy
 Shire of Chapman Valley Local Planning Scheme No.3
 Planning & Development (Local Planning Schemes) Regulations 2015

53 (Lot 215) Redcliffe Concourse, White Peak is zoned ‘Rural Residential 1’ under Shire of Chapman Valley Local Planning Scheme No.3 (‘the Scheme’).

Table 2 of the Scheme lists the objectives of the ‘Rural Residential’ zone as being:

- “• To provide for lot sizes in the range of 1 ha to 4 ha.
- To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.
- To set aside areas for the retention of vegetation and landform or other features which distinguish the land.”

Schedule 3 of the Scheme sets the minimum rear and side boundary setback in the ‘Rural Residential’ zone as being 5m.

Lot 215 being 4,642m² is not atypical of lots in the ‘Rural Residential’ zone and as a result the standard 5m rear and side boundary setback requirements may be considered appropriate for variation in this instance.

Section 34 of the Scheme establishes the following in relation to 'Variations to site and development requirements':

- "(2) The local government may approve an application for a development approval that does not comply with an additional site and development requirements.*
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.*
- (4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must –*
 - (a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64 of the deemed provisions; and*
 - (b) have regard to any expressed views prior to making its determination to grant development approval under this clause.*
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that –*
 - (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and*
 - (b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality."*

Section 37(1) of the Scheme notes the following in relation to the 'Appearance of land and buildings' generally for the Scheme area:

"Unless otherwise approved by the local government, no person shall erect any building or other structure which by reason of colour or type of materials, architectural style, height or bulk, ornament or general appearance, has an exterior appearance which is out of harmony with existing buildings or the landscape character of the area."

Schedule 5(2) of the Scheme notes the following of relevance to this application that applies more specifically to buildings in the 'Rural Residential' zone:

- "(2) Buildings*
 - (a) All buildings shall be sited in accordance with the setback requirements specified in the Scheme except where building envelopes are shown on a structure plan or local development plan. Where building envelopes are shown, all buildings and effluent disposal systems shall be located within that envelope.*
 - (b) All buildings constructed on the land shall be sympathetic to existing landscape features, predominantly landform, vegetation and amenity in terms of their design, height, location, material and cladding colours."*

Clause 67 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters to be considered by Council in considering a development application:

- “(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;...*
- ...(g) any local planning policy for the Scheme area;*
- (h) any structure plan or local development plan that relates to the development;...*
- ...(m) the compatibility of the development with its setting including:*
 - (i) the compatibility of the development with the desired future character of its setting; and*
 - (ii) 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;*
- (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;...*
- ...(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;*
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;...*
- ...(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (y) any submissions received on the application;...*
- ...(zb) any other planning consideration the local government considers appropriate.”*

Policy/Procedure Implications

A Policy or Procedure is affected:

Planning and Development Policy & Procedures

Schedule 2 Part 2 Division 2 Clauses 3-6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

Council has prepared Shire of Chapman Valley Local Planning Policy 1.4 – Outbuildings to guide assessment of applications and a copy of this policy can be viewed at the following link:

https://www.chapmanvalley.wa.gov.au/Profiles/chapmanvalley/Assets/ClientData/Document-Centre/planning/policies/SoCV_LPP_1_4_Outbuildings.pdf

A Local Planning Policy does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

The proposed outbuilding, being 25m² with a 2.4m wall height and 2.841m total height would meet with the maximum 360m² area (comprising 240m² enclosed & 120m² open-sided floor area) and maximum 4.5m wall height/5.5m total height requirements of the Outbuildings policy.

The application is unable to be determined by Shire staff under delegated authority and has been placed before Council for determination as it seeks variation to the following aspect of the Outbuildings policy:

“6.7.c For lots zoned ‘Rural-Residential’, ‘Rural Smallholding’ and ‘Rural’ the Outbuildings are to be setback in accordance with the Local Planning Scheme, or if applicable located within a defined building envelope.”

Financial Implications

No Financial Implications Identified.

Long Term Financial Plan (LTFP):

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 16 February 2022 meeting. It is not considered that the determination of this application would have impact in relation to the Long-Term Financial Plan.

Strategic Implications

Whilst Lot 215 is zoned ‘Rural Residential’ and is therefore not addressed by the Residential Design Codes of Western Australia it is worth noting that Section 5.1.3.C3.1 of the R-Codes does make the following allowance for reducing the boundary setback where a property adjoins laneways, not dissimilar to bridle paths:

“the stated setback distances may be reduced by half the width of an adjoining right-of-way, pedestrian access way, communal street or battleaxe lot access leg, to a maximum reduction of 2m”

Strategic Community Plan/Corporate Business Plan Implications

COMMUNITY HEALTH & LIFESTYLE

1.1 Nurture the sense of community and unity across the Shire, while supporting towns and their volunteers in local issues.

1.1.1 Development of plans and strategies relevant to emerging population needs.

ENVIRONMENT & SUSTAINABILITY

3.2 Maintain the rural identity of the Shire.

3.2.1 Develop western peri-urban environment in context to rural lifestyle.

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 18 August 2022 meeting and includes the following objectives of relevance:

Consultation

Section 7.2 of the Shire’s Outbuildings Local Planning Policy notes that applications seeking variation require consultation as follows:

“7.1 Should the application be considered to meet the requirements of this policy the application may be dealt with under delegated authority by Shire staff. However should the application not be considered to meet the requirements of the policy or in the opinion of Shire staff require further consideration, the matter may be advertised in accordance with the Local Planning Scheme before being placed before a meeting of Council for determination.”

The application was advertised from 1 December 2022 until 23 December 2022 with the Shire writing to the surrounding landowners inviting comment. An advisory sign was placed on-site and the application was also placed on the Shire website and made available for viewing at the Shire office.

At the conclusion of the advertising period, 1 submission had been received, this being from the side neighbour closest to the proposed shed expressing support as follows:

“We are happy for the shed to go ahead as it does not block our view or what we do on our property.”

Risk Assessment

An Insignificant Property Risk of Level 1 - Likely resulting in inconsequential or no damage.

We would like to request approval to construct a 5m x 5m garden shed on our property.

Attached please find the following relevant documents and information:

- 1 Development Approval Request – Pages 1 and 2.
- 2 Diagram 1 – Showing bridle paths on the eastern and southern boundaries of the property and position of the proposed shed in the SE corner.
- 3 Diagram 2 – Enlarged view of above diagram showing setback distances from the eastern and southern boundaries and overall dimensions of the shed.
- 4 Shed layout and details as provided by the proposed construction company.

The shed will be sited behind the rear building line of the current house and the materials / colours of the walls, roof, window and doors will match those of the existing residence. The area where the shed is to be sited is relatively flat and the top of floor level will be approximately 50-80mm above the existing, natural ground level.

Although the proposed setback distance of 3m is less than the prescribed 5m for side and rear boundaries we believe that the following information is of relevance:

- the existing building location was chosen by the previous owner for the residence which makes it difficult for the shed to comply with the rear boundary setback requirement.
- keeping the shed to the rear of the house albeit at reduced rear setback distance will make for a better streetscape outcome than locating it in front of the house.
- the low height of the shed will not block any of the neighbours' views.
- the shed will be constructed of metal / non-flammable materials so the reduced setback will not present an increased fire risk.
- the shed will be used to house a trailer and gardening items. Some of these are currently kept in the open and their storage in a shed will provide better security, protection from the weather and an improved visual outcome for surrounding neighbours.
- the property's eastern and southern boundaries abut a 10m wide bridle path so the shed will not appear close to the neighbouring properties with the bridle path between the lots.
- the shed will be designed to retain stormwater runoff on the property and not discharge onto the bridle path.

In addition to the above we would also like to mention that setback reductions of less than 5m have been approved on at least six other lots on Redcliffe Concourse.

DIAGRAM 1

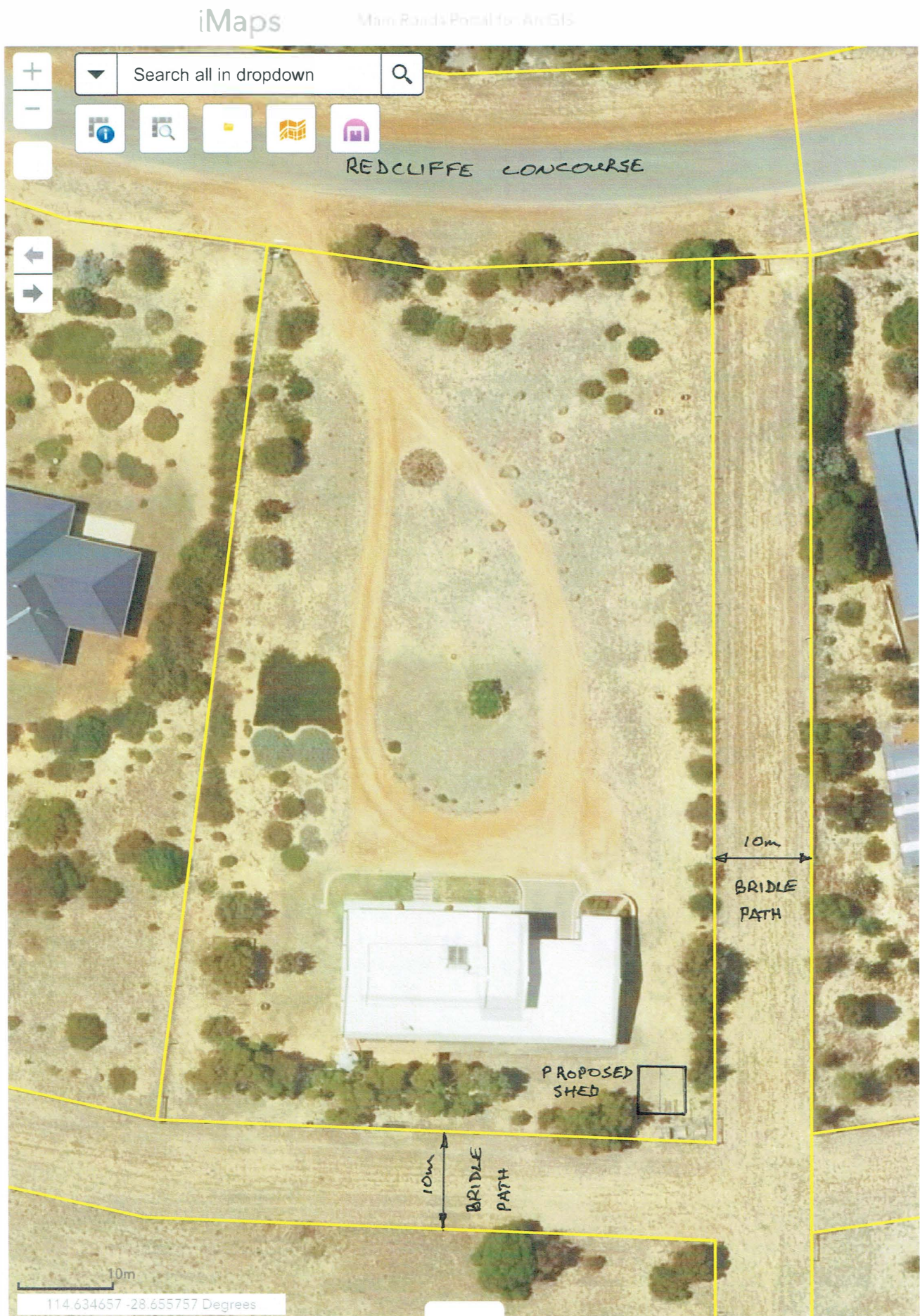
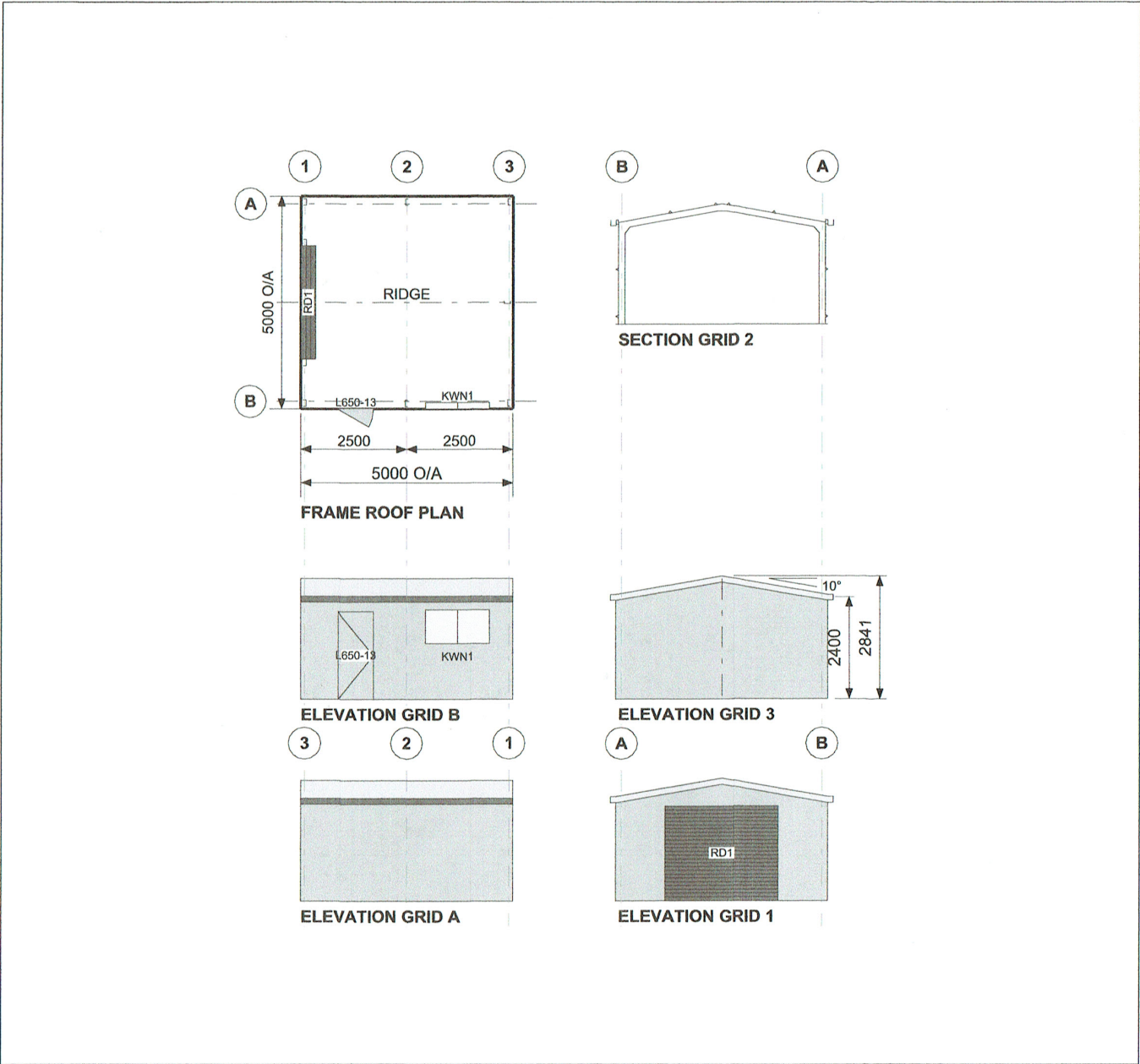


DIAGRAM Z





<div><div>RANBUILD</div><div>Copyright 2022 Lysaght Building Solutions Pty Ltd trading as RANBUILD</div></div>			
CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	TRIMDEK 0.42 BMT	CB	CC
WALLS	TRIMDEK 0.42 BMT	CB	SH
CORNERS	-	CB	SH
BARGE	-	CB	CC
GUTTER	SHEERLINE	CB	DO
DOWNPIPE	100x75	CB	DO

0.35bmt=0.40tct; 0.42bmt=0.47tct; 0.48bmt=0.53tct

ACCESSORY SCHEDULE & LEGEND		
QTY	MARK	DESCRIPTION
1	RD1	B&D, Firmadoor, R.D, "R1F-W/Lock", 2155 high x 2670 wide Clear Opening width
1	L650-13	Lysaght PA Door & Pre-Hung Frame 180 Deg Std. 2040 x 820 C/Bond (BDS)
1	KWN1	AMI - Reg A & B, 790x1505 CLR + FG Fly Screen, Window Kit (BDSP)

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

CLIENT Thompson Ian		
SITE 53 Redcliffe Concourse WHITE PEAK WA 6532		
BUILDING SUNDOWN DELUXE 5000 SPAN x 2400 EAVE x 5000 LONG		
TITLE GENERAL ARRANGEMENT		

SCALE A4 SHEET 1:125	DRAWING NUMBER GLDCOM2-2483	REV A	PAGE 1/1
-------------------------	--------------------------------	----------	-------------

10.1.2	Proposed Rezoning - Lot 100 'Wells Road', Howatharra
Department	Development Service Planning
Author	Simon Lancaster
Reference(s)	A13 & 204.11.04 (Previous Council Minute Reference: 08/22-03)
Attachment(s)	<ol style="list-style-type: none"> 1. Lot 100 Wells Road Rezoning Document [10.1.2.1 - 43 pages] 2. Lot 100 Wells Road Rezoning Submissions [10.1.2.2 - 13 pages] 3. Lot 100 Wells Road Rezoning Schedule of Submissions [10.1.2.3 - 2 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council:

- 1 Receive the submissions as contained in separate Attachment 10.1.2(b) and outlined in the Schedule of Submissions included as separate Attachment 10.1.2(c).
- 2 Adopt for final approval Scheme Amendment No.2 to Shire of Chapman Valley Local Planning Scheme No.3 as contained in separate Attachment 10.1.2(a) pursuant to Part 5 of the *Planning and Development Act 2005* as follows:
 - (a) Deleting the 'Special Control Area 1-Oakajee Industrial Zone and Buffer (SCA1)' zone from Lot 100 (Volume 1655/Folio 187 DP302726); and
 - (b) Modifying the Scheme Map accordingly.

Disclosure of Interest

No officer declared an interest under the *Local Government Act 1995*, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

Council initiated the rezoning of Lot 100 (DP302726) to remove it from the 'Special Control Area 1-Oakajee Industrial Zone and Buffer (SCA1)' to correct a cartographic error at its 18 August 2022 meeting. The advertising of the proposed rezoning has now been concluded with 6 submissions being received, with all of these advising that they had no objection. This report recommends that Council adopt the Scheme Amendment and forward it to the Minister for Planning seeking final approval.

Comment

Lot 100 (DP302726) is a 81.3425ha property located 1.5km east of the North West Coastal Highway and straddling the White Peak and Howatharra localities.

Lot 100 gains access to the highway via a gravel access track referred to as 'Wells Road'. This alignment is not a road reserve rather a series of right of carriageway easements (with encumbrances placed on the titles of the lots along the alignment) that were created in 1980 to provide access to gravel extraction operations located in the Moresby Range upon Lot 6769 to the east of Lot 100. Since its construction the track has commonly been referred to as 'Wells Road' as the operating company that constructed the track was Wells Brothers Sand and Gravel Supplies, and the track was used by local residents to access their properties.

Figure 10.1.2(a) – Location Map for 261 (Lot 100) 'Wells Road', White Peak



Figure 10.1.2(b) – Aerial Photograph of 261 (Lot 100) 'Wells Road', White Peak



Lot 100 is an undulating property that contains two remnant vegetation covered hilltops rising to the 135 and 155m contour heights and lower cleared sections that are used for farming purposes between the 105m to 125m contour heights. Farm sheds are located towards the southern boundary, along which the 'Wells Road' right of carriageway easement runs. The property is also bisected by the former Geraldton-Northampton railway alignment.

It has emerged during discussions concerning 'Wells Road' that Lot 100 whilst zoned 'Rural' is also identified on the Local Planning Scheme Map as being within the 'Special Control Area 1-Oakajee Industrial Zone and Buffer (SCA1)' zoning.

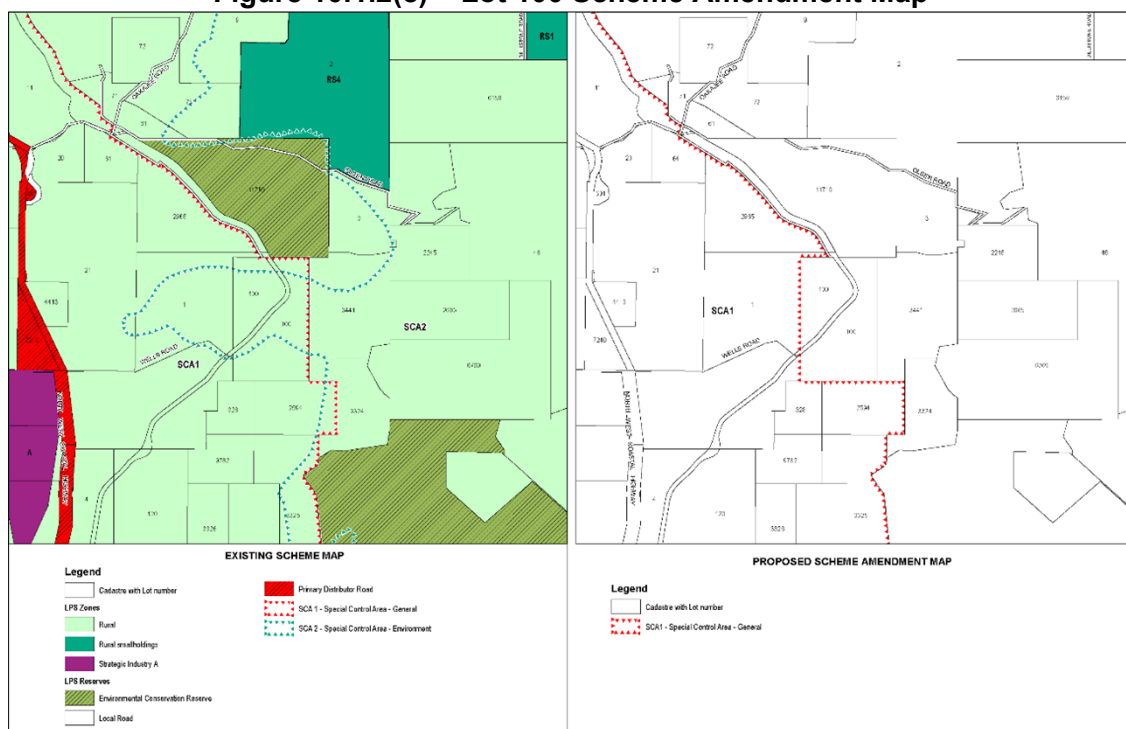
Lot 100 should be zoned simply 'Rural' i.e. the 'Special Control Area 1' line should run along the property's western boundary and not its eastern boundary thereby putting Lot 100 outside the buffer.

Scheme Amendment No.18 to Shire of Chapman Valley Planning Scheme No.1 was the Oakajee Industrial Estate and Buffer rezoning document and this was approved by the Western Australian Planning Commission (WAPC) and gazetted on 29 June 2004 and identified Lot 100 as being outside of the buffer/Special Control Area.

However, it appears that when the WAPC undertook the drafting on behalf of the Shire, for the Shire of Chapman Valley Scheme No.2 Map on 18 January 2006 that Lot 100 was mistakenly identified as being within the buffer/Special Control Area and this was not picked up by the Shire or WAPC during the subsequent Scheme review and gazettal process.

A Scheme Amendment was therefore required to be prepared to correct this drafting error, and the WAPC have prepared the correcting maps for the Shire as illustrated in Figure 10.1.2(c). Shire staff have prepared the Scheme Amendment documentation and a copy has been provided as separate Attachment 10.1.2(a).

Figure 10.1.2(c) – Lot 100 Scheme Amendment Map



Council resolved at its 18 August 2022 meeting to initiate the Scheme Amendment and the minutes from this meeting can be accessed at the following link:

<https://www.chapmanvalley.wa.gov.au/documents/796/confirmed-ordinary-meeting-of-council-august-2022>

Statutory Environment

The report complies with the requirements of the:
Shire of Chapman Valley Local Planning Scheme No.3
Planning & Development (Local Planning Schemes) Regulations 2015

261 (Lot 100) 'Wells Road', White Peak is zoned 'Rural' under the Shire of Chapman Valley Local Planning Scheme No.3. Table 2 of the Scheme lists the objectives for the 'Rural' zone as being:

- “• To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses to the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.”

In addition to its underlying 'Rural' zoning, Lot 100 is also located within the 'Special Control Area 1-Oakajee Industrial Zone and Buffer (SCA1)' zoning on the Scheme Map.

Table 6 of the Scheme sets out the following purpose, objectives and additional provisions for the Special Control Area 1 – Oakajee Industrial Zone and Buffer (SCA1) as follows:

Purpose and Objective	Additional provisions
<p>The purpose of Special Control Area 1 is to:</p> <p>a) Provide for appropriate environmental and planning controls pertaining to the development of an industrial estate housing industries of strategic economic</p>	<p>a) All development proposed must be in accordance with an approved structure plan or plans prepared in accordance with Part 4 of the deemed provisions.</p> <p>b) Notwithstanding any other provision contained within this Scheme, no residential use, temporary or permanent, including a single house, shall be permitted on land within the Special Control Area. Specific exception may be made to accommodate temporary camp accommodation for workers prior to the establishment of the first industry within the Strategic Industry zone.</p> <p>c) All development applications considered by the local government to be of environmental significance within the strategic industrial core (Area C) shall be referred to the Environmental Protection Authority.</p> <p>d) Prior to any clearing of remnant vegetation, searches shall be undertaken to identify significant flora on the site. Flora</p>

<p>value to the State and Region, and which require separation from sensitive land-uses; and</p> <p>b) Provide for a buffer surrounding the industrial estate within which land-uses incompatible with the purpose of the industrial estate are not permitted.</p> <p>c) Support continued broad-acre agriculture on larger land holdings and the strategic placement and stockpiling of raw or manufactured materials (other than hazardous materials) subject to environmental and visual considerations.</p>	<p>management strategies will be prepared for areas of significant flora.</p> <p>e) The Estate Manager will be required to establish a noise monitoring program before the establishment of the first industrial activity to monitor the cumulative impact of noise generated by industries in the estate, in consultation with the Department of Water and Environmental Regulation, to determine whether Environmental Protection Authority Regulations are being met within the special control area boundary.</p> <p>f) The Estate Manager will be required to review proponent air emissions modelling to confirm compatibility with air quality modelling used to define the buffer boundary and report results to the Department of Water and Environmental Regulation and Conservation and the Office of the Environmental Protection Authority.</p> <p>g) The Estate Manager will be required to establish a program before the establishment of the first industrial activity for collection of baseline data and undertake air quality monitoring for dust and particle emissions to the satisfaction of the Department of Water and Environmental Regulation.</p> <p>h) The Estate Manager will be required to review proponent quantitative risk assessment to confirm compatibility with quantitative risk assessment used to define the buffer boundary and report results to the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>i) The Estate Manager will be required to establish a monitoring program, before the establishment of the first industrial activity, for groundwater to collect baseline data and to the satisfaction of the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>j) The Estate Manager will be required to establish a rainfall monitoring program before the establishment of the first industrial activity and is to report results to the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>k) Notwithstanding the provisions contained within Part 3, should the cumulative environmental impacts of incremental industrial development exceed the Environmental Protection Authority criteria, the Estate Manager is required to make suitable arrangements for occupants of residences within the Oakajee Industrial Zone buffer to vacate that residence.</p> <p>l) Individual industries will be required to provide drainage plans to the satisfaction of the local government prior to undertaking any construction.</p> <p>m) The Estate Manager will be required to prepare an overall Oakajee Landscape Master Plan with performance timetables to ensure nominated actions are completed within time. This Master Plan is to be prepared prior to commencement of construction of the first industry</p> <p>n) Individual industries will comply with Landscape Master Plan requirements and submit individual landscape plans and implementation timetables with their development applications. Landscape plans shall be designed and implemented to the satisfaction of the local government.</p>
---	---

	<p>o) Provisions shall be made for the protection and management of two European heritage sites illustrated on the structure plan. All development applications shall also be required to address aboriginal heritage issues in accordance with Aboriginal Heritage Management Plan/s approved by the state government agency responsible for the protection of aboriginal heritage.</p> <p>p) The following provisions apply to that part of Special Control Area 1 shown on the Scheme Maps as Industrial Zone (Area C):</p> <ul style="list-style-type: none"> i. All major development shall be subject to approved environmental management criteria governing layout, manner of development and ongoing management of proposed operations, including safety and satisfactory storage or disposal of noxious or hazardous materials or wastes. ii. All major development shall be subject to an environmental impact statement if requested by the Local Government. <p>q) The following provisions apply to that part of Special Control Area 1 shown on the Scheme Maps as Industrial Zone (Area B) –</p> <ul style="list-style-type: none"> a. Prior to construction of the port: <ul style="list-style-type: none"> i. a Coastal Management and Structure Plan will be prepared for Area B of the Industrial Zone by the State Government to the satisfaction of the Local Government and in consultation with the Environmental Protection Authority and the Western Australian Planning Commission; and ii. a Structure Plan is to be prepared in accordance with Schedule 2, Part 4 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, to be adopted by the Local Government, and endorsed by the Western Australian Planning Commission. The Plans are to provide for the coordination and integration of intended land uses, transport and service corridors and sites of heritage and landscape significance, and shall depict public access to and along the ocean foreshore. The Plans are to address port and associated activities, transport and services corridors and rehabilitation of remnant vegetation and management of recreation. b. The Coastal Management and Structure Plan shall be consistent with relevant Western Australian Planning Commission policy, shall conform with conditions set by the Minister for the Environment for the Oakajee Deep Water Port Proposal
--	---

Scheme Amendment No.18 to Shire of Chapman Valley Planning Scheme No.1 was the Oakajee Industrial Estate and Buffer rezoning and identified Lot 100 as being outside of the Special Control Area.

Following the gazettal of Scheme Amendment No.18 on 29 June 2004 the Shire of Chapman Valley Planning Scheme No.1 Map identified Lot 100 as being outside of the Special Control Area.

Section 88 of the *Planning & Development Act 2005* requires periodic review of Local Planning Schemes and during the drafting of the Shire of Chapman Valley Scheme No.2 Maps in 2006 a cartographic error was made and the alignment for the Special Control Area

was drawn along the western, and not the eastern, boundary of Lot 100 thereby mistakenly placing the property within the buffer area.

Part 5 of the *Planning & Development Act 2005* provides for the amendment of a Scheme and it is recommended that the rezoning be supported by Council and forwarded to the Minister for Planning seeking final approval, to correct this drafting error.

Policy/Procedure Implications

No Policy or Management Procedure affected.

Financial Implications

No Financial Implications Identified.

The preparation of the rezoning document was undertaken in-house by the Shire and the WAPC have assisted with the preparation of the rezoning mapping, and the Scheme Amendment process has been undertaken at no expense to the landowner.

Long Term Financial Plan (LTFP):

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 16 February 2022 meeting. It is not considered that determination of this application would have impact in relation to the Long Term Financial Plan.

Strategic Implications

The Shire of Chapman Valley Local Planning Strategy was endorsed by the WAPC on 20 November 2007 and identified upon the Precinct No.6-Oakajee Strategy Map that Lot 100 was outside of the Oakajee Special Control Area. The proposed Scheme Amendment is therefore in accordance with this strategic planning document.

The Oakajee Industrial Estate Structure Plan prepared by Development WA and endorsed by Council and subsequently approved by the WAPC on 24 January 2012 identified Lot 100 as being outside of the Oakajee Buffer and Structure Plan boundary. The proposed Scheme Amendment is therefore in accordance with this strategic planning document.

Due to Lot 100 being outside of the buffer area that was identified by technical assessment and cumulative emissions modelling for the proposed Oakajee Industrial Estate, the property was not acquired by Development WA during its 2004 land assembly phase that included the lots west of Lot 100 along Wells Road.

Strategic Community Plan/Corporate Business Plan Implications

GOVERNANCE & ACCOUNTABILITY

5.1 Ensure governance and administration systems, policies and processes are current and relevant.

5.1.1 Review policy categories and set ongoing accountability for review processes.

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 18 August 2022 meeting and includes the following objective of relevance:

Consultation

The Scheme Amendment documentation was forwarded to the Environmental Protection Authority ('EPA') on 27 September 2022 for its assessment as per Section 81 of the *Planning & Development Act 2005*. The EPA advised on 4 October 2022 that the proposed rezoning did not warrant assessment under Part IV Division 3 of the *Environmental Protection Act 1986*.

The WAPC advised on 7 October 2022 that the rezoning application was considered a basic scheme amendment, however to provide the opportunity for public comment the rezoning was advertised by the Shire as a standard scheme amendment to provide all parties (and particularly Development WA) the opportunity to make comment upon this matter.

The Shire advertised the Scheme Amendment from 15 November 2022 until 30 December 2022 and undertook the following consultation actions inviting comment:

- copy of the Scheme Amendment documentation placed on the Shire website;
- copy of the Scheme Amendment documentation made available for public viewing at the Shire office;
- letters being sent to the adjoining landowners, Australian Gas Infrastructure Group, Department of Biodiversity, Conservation & Attractions, Department of Fire & Emergency Services, Department of Planning, Lands & Heritage, Department of Primary Industries & Regional Development, Department of Water and Environment Regulation, Development WA, Heritage Council of WA, Main Roads WA, Telstra, Water Corporation and Western Power inviting comment.

At the conclusion of the advertising period 6 submissions had been received, all from government agencies, and all offering no objection to the proposed rezoning.

Copies of the received submissions are provided as separate Attachment 10.1.2(b).

A copy of the Scheme Amendment Schedule of Submissions that is required to be forwarded to the WAPC is included as separate Attachment 10.1.2(c). The Schedule of Submissions identifies the respondents, the nature of their submission, and provides individual comment upon any raised issues.

Risk Assessment

An Insignificant Property Risk of Level 1 - Likely resulting in inconsequential or no damage.



Shire of Chapman Valley
Local Planning Scheme No.3
Amendment No.2

September 2022

Summary of Proposal to Amend a Local Planning Scheme

Local Government:

Shire of Chapman Valley

Description of Scheme:

Shire of Chapman Valley Local Planning Scheme No.3

Type of Scheme:

District Scheme

Scheme Amendment Number:

2

Amendment Proposal:

- (a) Delete the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zone from Lot 100 (Volume 1655/Folio 187 DP302726); and
- (b) Modify the Scheme Map accordingly.

Amendment Type:

The Amendment is defined as standard under the provisions of Section 34 of *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- (a) the amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone or reserve;
- (b) the amendment is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;
- (c) the amendment is consistent with a structure plan that has been approved by the Commission;
- (d) the amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
- (e) the amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Form 2A

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

SHIRE OF CHAPMAN VALLEY LOCAL PLANNING SCHEME No.3

AMENDMENT No.2

RESOLVED that the Local Government pursuant to Section 75 of the *Planning and Development Act 2005* amend the Local Planning Scheme by -

- (a) Deleting the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zone from Lot 100 (Volume 1655/Folio 187 DP302726); and
- (b) Modifying the Scheme Map accordingly.

The Amendment is defined as standard under the provisions of Section 34 of *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- (a) the amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone or reserve;
- (b) the amendment is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;
- (c) the amendment is consistent with a structure plan that has been approved by the Commission;
- (d) the amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
- (e) the amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Dated this _____ day of _____ 2022.

CHIEF EXECUTIVE OFFICER

CONTENTS

SCHEME AMENDMENT REPORT	1
1 INTRODUCTION	1
2 SUBJECT LAND	2
2.1 Location.....	2
2.2 Existing Improvements & Access	3
2.3 Heritage.....	5
2.4 Infrastructure and Servicing	5
2.5 Adjoining Land Use and Development	5
3 PLANNING FRAMEWORK	6
3.1 State Planning Strategy.....	6
3.2 State Planning Policies.....	7
3.3 Shire of Chapman Valley Local Planning Strategy	8
3.4 Oakajee Industrial Estate Structure Plan.....	10
3.5 Greater Geraldton Structure Plan.....	13
3.6 Shire of Chapman Valley Local Planning Scheme No.3	15
4 JUSTIFICATION FOR AMENDMENT	22
4.1 Orderly and Proper Planning.....	22
4.2 Strategic Planning Direction	22
4.3 Consistent Statutory Planning Direction	22
4.4 Remove Planning Uncertainty.....	22
5 CONCLUSION.....	23

LIST OF FIGURES

Figure 1	Regional Context Plan
Figure 2	Location Map
Figure 3	Aerial Photograph
Figure 4	View from commencement point of Wells Road looking east
Figure 5	View from termination point of Wells Road looking west
Figure 6	extract from Shire of Chapman Valley Local Planning Strategy
Figure 7	extract from Oakajee Industrial Estate Structure Plan
Figure 8	extract from Greater Geraldton Structure Plan
Figure 9	Scheme Amendment No.18 to Local Planning Scheme No.1
Figure 10	Shire of Chapman Valley Local Planning Scheme No.1 (post Scheme Amendment No.18)
Figure 11	Scheme Amendment No.2 to Local Planning Scheme No.3

SCHEME AMENDMENT REPORT

Local Government:	Shire Of Chapman Valley
Scheme No.:	Local Planning Scheme No.3
Amendment No.:	2
Proposal:	Deleting the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zone from Lot 100 (Volume 1655/Folio 187 DP302726) Wells Road, Howatharra.
Type:	Standard

1 INTRODUCTION

This scheme amendment report is in support of an amendment to the Shire of Chapman Valley Local Planning Scheme No.3 (the 'Scheme').

This report sets out the strategic planning context for the Scheme Amendment and is considered to provide justification for rezoning.

The proposal seeks to remove the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zone From Lot 100 (Volume 1655/Folio 187 DP302726) Wells Road, Howatharra.

The amendment is required to correct a local and state government cartographic error that impacts privately owned land.

Lot 100 whilst being zoned 'Rural' is also mistakenly identified on the Local Planning Scheme Map as being within the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zoning.

Lot 100 should instead be zoned simply 'Rural' i.e. the 'Special Control Area 1' line should run along the property's western boundary and not its eastern boundary thereby putting Lot 100 outside the buffer.

Scheme Amendment No.18 to Shire of Chapman Valley Planning Scheme No.1 was the Oakajee Industrial Estate and Buffer rezoning document and this was approved by the Western Australian Planning Commission and gazetted on 29/6/04 and identified Lot 100 as being outside of the buffer/Special Control Area.

However, a cartographic error occurred during the drafting for the Shire of Chapman Valley Scheme No.2 Map and Lot 100 was mistakenly identified as being within the buffer/Special Control Area and this error was not picked up during the subsequent Scheme No.2 or No.3 review and gazettal process.

A Scheme Amendment is therefore required to correct this drafting error.

This correcting Scheme Amendment is in accordance with all strategic planning documents, with the Shire of Chapman Valley Local Planning Strategy and Oakajee Industrial Estate Structure Plan and Greater Geraldton Structure Plan all identifying Lot 100 as being outside of the Oakajee Special Control Area.

2 SUBJECT LAND

2.1 Location

The amendment is located in the Shire of Chapman Valley within the Mid West region of Western Australia.

The amendment relates to Lot 100 (Volume 1655/Folio 187 DP302726) Wells Road, Howatharra which is located 20km north of Geraldton and 1.5km east of the North West Coastal Highway.

Figure 1 – Regional Context Plan (Source: Landgate 2022)

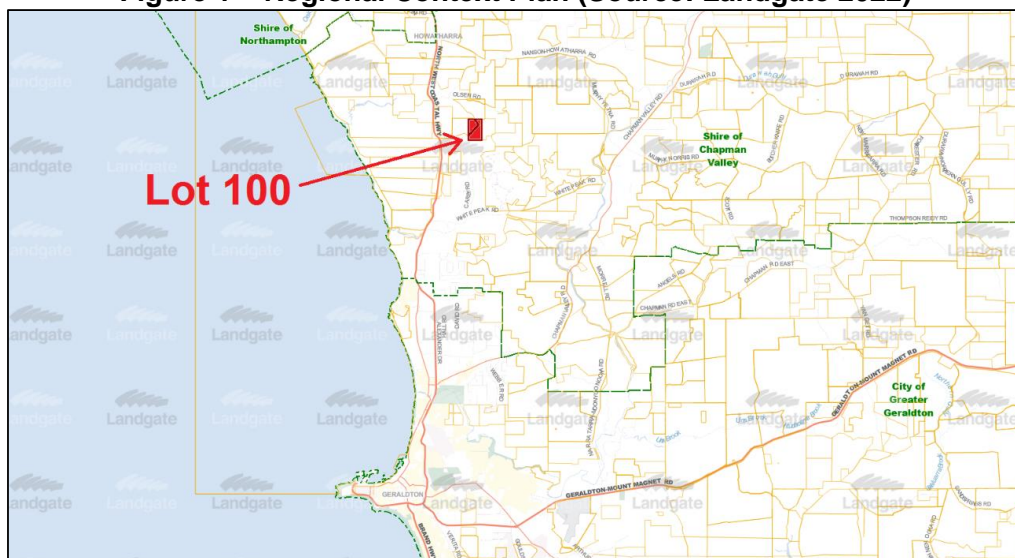


Figure 2 – Location Map (Source: Landgate 2022)

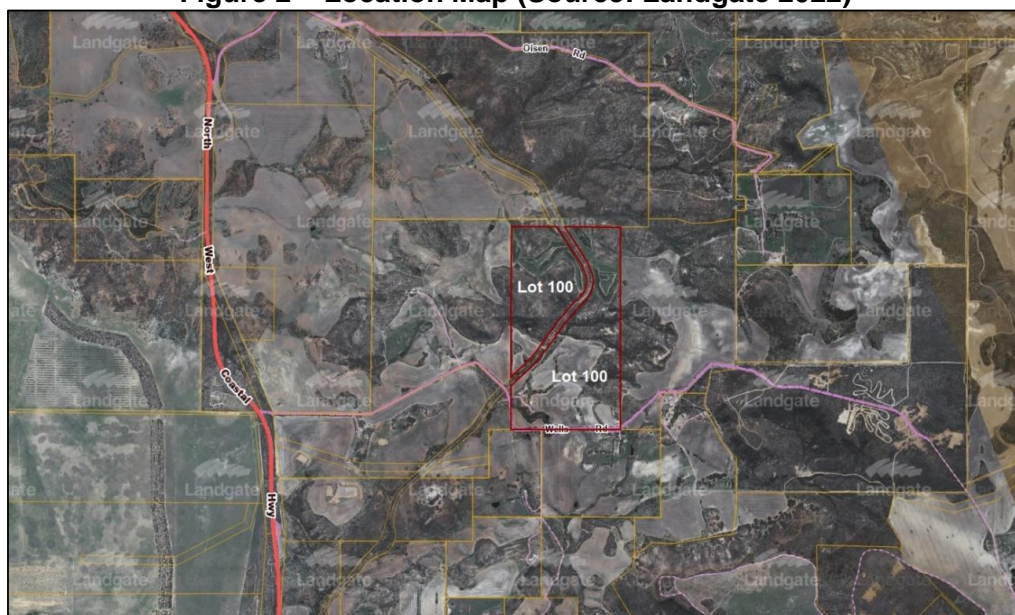


Figure 3 – Aerial Photograph (Source: Landgate 2022)

A copy of the Certificate of Title for Lot 100 is provided as Appendix 1 to this Scheme Amendment document.

Lot 100 is subject to a Conservation Covenant, a copy of which is provided as Appendix 2 to this Scheme Amendment document. The Scheme Amendment proposes no alteration or impact in relation to the Conservation Covenant.

2.2 Existing Improvements & Access

Lot 100 is a 81.3425ha undulating property that contains two remnant vegetation covered hilltops rising to the 135 and 155m contour heights and lower cleared sections that are used for farming purposes between the 105m to 125m contour heights. Farm buildings are located towards the southern boundary, along which the 'Wells Road' right of carriageway easement runs. The property is also bisected by the former Geraldton-Northampton railway alignment.

Lot 100 gains access to the North West Coastal Highway via a gravel access track referred to as 'Wells Road'. This alignment is not a road reserve rather a series of right of carriageway easements (with encumbrances placed on the titles of the lots along the alignment) that were created in 1980 to provide access to (now ceased) gravel extraction operations located in the Moresby Range upon Lot 6769 to the east of Lot 100.

Since its construction the right of carriageway has commonly been referred to as

'Wells Road' as the operating company that constructed the track was Wells Brothers Sand and Gravel Supplies, and is used by local residents to access their properties.

This Scheme Amendment proposes no change to the way in which the property is managed or operates.

The Scheme Amendment proposes no alteration or impact in relation to the right of carriageway that services landowners to the east of Lot 100.

Figure 4 – View from commencement point of Wells Road looking east



Figure 5 – View from termination point of Wells Road looking west



2.3 Heritage

Lot 100 contains no registered Aboriginal heritage sites.

Lot 100 contains no sites listed on the Shire of Chapman Valley Heritage Inventory or the State Register of Heritage Places.

2.4 Infrastructure and Servicing

Lot 100 has access to mains power but, as is standard with 'Rural' zoned properties, is not serviced with reticulated scheme water or sewerage.

This Scheme Amendment does not propose any changes to the servicing of this property.

2.5 Adjoining Land Use and Development

Lot 100 is set amidst comparably sized rural lots.

The land to the west between Lot 100 and the North West Coastal Highway is predominantly cleared (excepting along tributary lines) and used for farming purposes.

The land to the south of Lot 100 is predominantly cleared (excepting upon minor outcrops) and used for farming purposes.

The land to the east of Lot 100 rises to the flat topped elevations of the Moresby Range and contains remnant vegetation on the steeper slopes and is used for rural lifestyle purposes.

The land to the north of Lot 100 contains remnant vegetation and includes the Oakajee Nature Reserve.

This Scheme Amendment does not propose any changes that would impact the surrounding land uses.

3 PLANNING FRAMEWORK

3.1 State Planning Strategy

The State Planning Strategy is the lead strategic planning document that informs planning policies and decisions throughout the state. It provides the strategic basis for the coordination of land-use planning across state, regional and local jurisdictions.

This amendment seeks to correct a cartographic error that mistakenly identified a privately owned lot as being within a state government owned industrial land estate buffer.

This amendment is consistent with the State Planning Strategy's strategic approach to economic development with Lot 100 being previously identified as outside of the Oakajee Industrial Estate Buffer.

Approach - Table 2 - A strategic approach to economic development			
Element	2050 Outcomes	Measurement	Aspirations
Land availability	Land is available to meet the needs of enterprise	Availability and affordability of land for enterprise	<ul style="list-style-type: none"> A suitable and affordable supply of land is made available for the long-term needs of people across the State Suitable land is allocated and zoned for enterprises, business and industry, including project ready industrial lands, buffers and infrastructure Crown land transactions are considered at the earliest stage of the land-use planning process and project delivery initiatives
Infrastructure	WA invests in infrastructure that stimulates productivity and economic growth	Infrastructure capacity and investment levels	<ul style="list-style-type: none"> Infrastructure is well-connected and coordinated for modern living and emerging economies WA operates on the technological frontier integrating the most modern infrastructure and ICT WA responds to hard and soft infrastructure challenges with flexible financing and delivery approaches Land is zoned or reserved for economic activity including strategic industrial sites and

			supporting infrastructure and buffers
--	--	--	--

“Strategic industrial areas are of significant economic and strategic importance for the State, and require suitable and appropriate integration with surrounding compatible land uses and buffer areas to ensure long-term sustainability.” (page 46)

3.2 State Planning Policies

The key State Planning Policy of relevance to this Amendment is SPP4.1 - Industrial Interface.

A copy of SPP4.1 can be accessed at the following link:

https://www.wa.gov.au/system/files/2022-07/SPP_4.1-Industrial-Interface-July-2022_0.pdf

SPP4.1 seeks to prevent conflict and encroachment between industrial and sensitive land uses and ensure planning decisions consider the locational constraints of land uses, the significant investments represented, and the current and future benefits and costs to communities when assessing proposals where land use conflict may exist or result.

Industrial areas and the resulting activities can generate dust, noise and odour in addition to other off-site impacts and/or safety risks. This may be as a result of a single industrial activity or the cumulative effect from a number of activities and has the potential to affect the surrounding environment and people's health and amenity.

An impact area identifies land surrounding industrial land uses that is currently, or is expected in the future to be, affected by off-site impacts and/or safety risks. The extent and delineation of an impact area is determined through the technical assessment of impacts.

The relevant planning decision maker is responsible for considering:

- potential risks to health and amenity of people and the environment;
- any future strategic land use plans for the area including potential long-term expansion of industrial land uses;
- the best option for dealing with impacts at the interface of industrial land uses;
- how to ensure a suitable transition is established between industrial and incompatible land uses.

SPP4.1 does not apply to land use conflict associated with impacts generated by the following, as these are specifically addressed in separate planning policies and guidance documents:

- rural land uses;
- the extraction of basic raw materials;
- infrastructure corridors such as road and rail or gas pipelines
- telecommunications infrastructure

e) aircraft noise.

To ensure industrial impacts are avoided, mitigated or managed, where necessary, compatible zones, reserves and land uses should be provided to allow for a gradual land use transition between industrial and sensitive land uses.

The Oakajee Industrial Estate and surrounding Buffer were identified through a series of supporting technical documents that formed the basis for the original rezoning (Scheme Amendment No.18 to Scheme No.1), state government land acquisition and structure planning document that are consistent with SPP4.1.

Lot 100 was not included in the original rezoning for the Oakajee Industrial Estate and surrounding Buffer, nor the subsequent state government land acquisition phase and Oakajee Industrial Estate (and Buffer) structure planning document and is outside of the land area identified in these documents.

On this basis the Amendment to remove Lot 100 from the Oakajee Special Control Area to correct a mapping error is consistent with SPP4.1.

3.3 Shire of Chapman Valley Local Planning Strategy

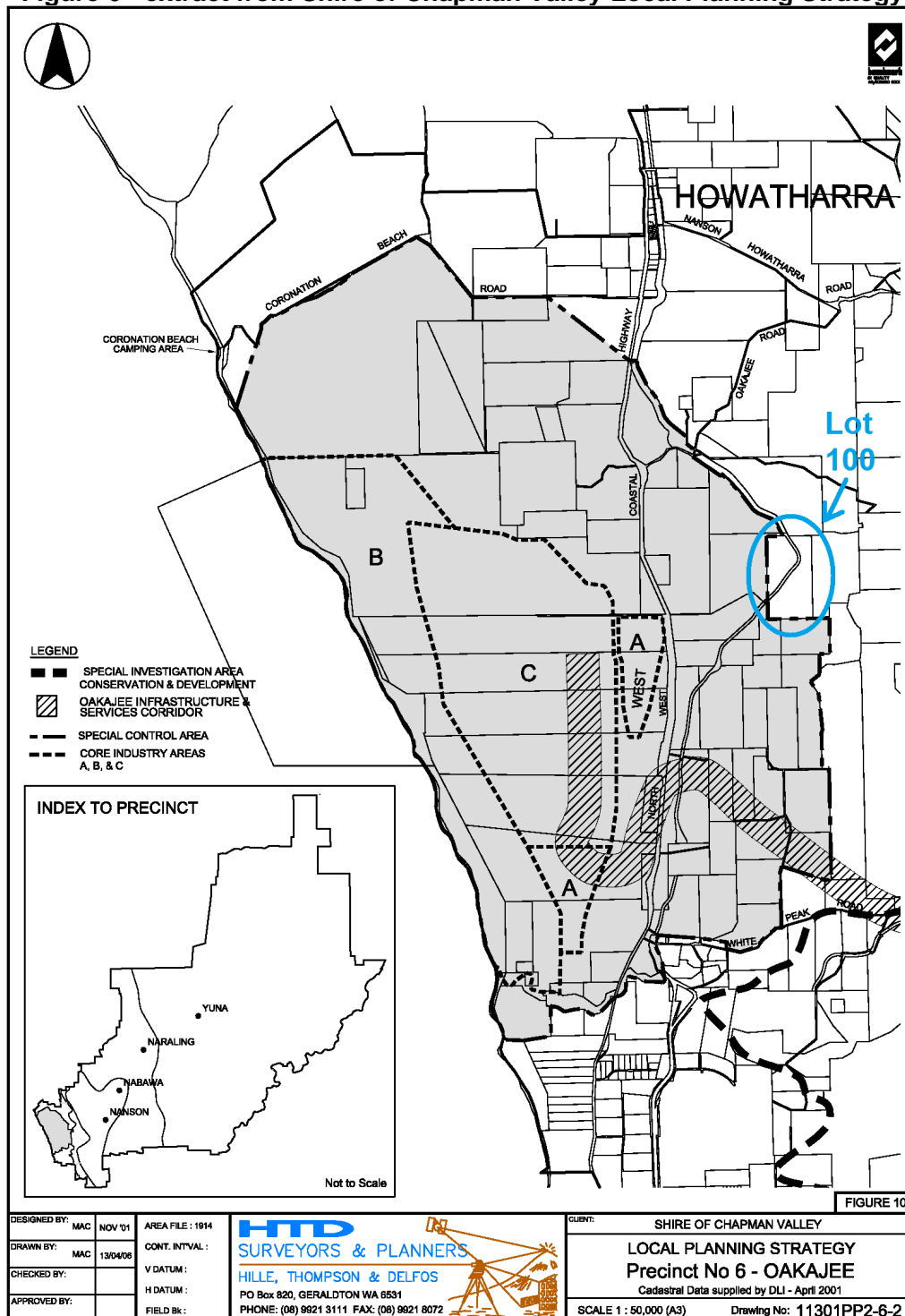
The Shire of Chapman Valley Local Planning Strategy was endorsed by the Western Australian Planning Commission on 20 November 2007 and identified upon the Precinct No.6 - Oakajee Strategy Map that Lot 100 was outside of the Oakajee Industrial Estate and Buffer/Special Control Area.

The proposed Scheme Amendment is therefore in accordance with this strategic planning document.

A copy of the Shire of Chapman Valley Local Planning Strategy can be accessed at the following link:

https://www.wa.gov.au/system/files/2021-11/LST-chapman_valley_local_planning_strategy.pdf

The Precinct 5 - Oakajee Strategy Map provided in following Figure 6 identifies that Lot 100 is outside of this precinct and outside of the Oakajee Industrial Buffer area.

Figure 6 - extract from Shire of Chapman Valley Local Planning Strategy

The Shire of Chapman Valley Local Planning Strategy identifies Lot 100 as instead being included in Precinct 5 – Howatharra West, the vision for which is:

“Low to medium-key tourist development and activities coexist with agricultural practices undertaken in the Precinct in accordance with rural, landscape and conservation functions.” (page 66)

The Amendment will ensure Lot 100 meets with the following statement identified in the Strategy overview for Precinct 5 – Howatharra West:

“This Precinct covers the northern coastal part of the Shire not required for the Oakajee Industrial area.” (page 66)

The Amendment is consistent with the following objectives of Precinct 5 – Howatharra West:

“5.2 Economic Objectives

5.2.1 Promote sustainable agricultural production in suitable areas with due regard to the high conservation values and visual amenity of the western slopes of the Moresby Ranges.”

“5.3 Environmental Objectives

5.3.1 Protect the scenic values and visual amenity of the western portion of the Moresby Ranges...

5.3.4 Ensure that land use conflicts (i.e. noise, dust, odour, spray drift, vermin etc) are avoided through appropriate environmental controls.

5.3.5 Ensure fire prevention measures are implemented and maintained in accordance with statutory requirements as a minimum.

5.3.6 Encourage conservation of biodiversity and farm sustainability.

5.4 Infrastructure Objectives

5.4.2 Ensure adequate levels of servicing and infrastructure, as determined by Council, exist or will be provided when supporting proposals for a change in land use/development or subdivision, to avoid burden (financial or otherwise) on the Council’s resources.” (page 67)

3.4 Oakajee Industrial Estate Structure Plan

The Oakajee Industrial Estate is a 2,332ha land area that is owned by the State Government. The industrial estate is surrounded by a 4,071ha Buffer area also now entirely under government ownership (with the acquisition of all privately owned lots within the buffer area concluded by the State Government in 2014).

The Oakajee Industrial Estate Structure Plan was prepared by Development WA to address this estate and buffer area and the structure plan was endorsed by the Shire of Chapman Valley Council and then subsequently approved by the Western Australian Planning Commission on 24 January 2012.

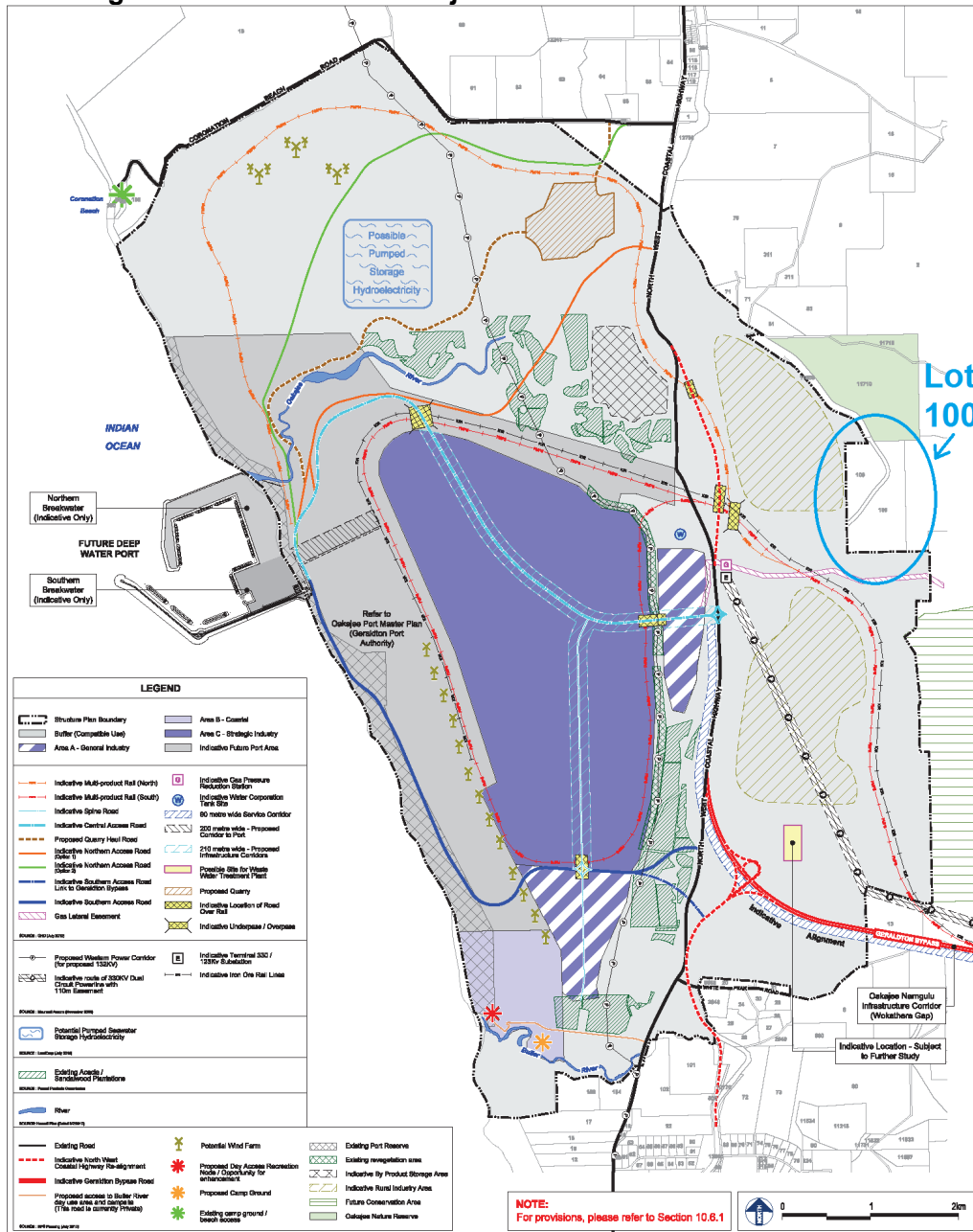
The Oakajee Industrial Estate Structure Plan identified Lot 100 as being outside of the Oakajee Buffer and Structure Plan boundary.

Due to Lot 100 being outside of the buffer area identified by the technical assessment and cumulative emissions modelling undertaken for the proposed Oakajee Industrial Estate it was not required for state government acquisition. Lot 100 was therefore not purchased by Development WA during its 2004 land assembly phase for the Wells Road properties to the west of Lot 100.

Lot 100 remains under private (not state) ownership and should not be identified as being part of the buffer land area upon the zoning map.

The proposed Scheme Amendment is therefore in accordance with the strategic planning document of the Oakajee Industrial Estate Structure Plan.

Figure 7 - extract from Oakajee Industrial Estate Structure Plan



A copy of the Oakajee Industrial Estate Structure Plan can be accessed at the following link:

<https://www.wa.gov.au/system/files/2021-11/SPL-SPN0303-Chapman-Valley-Oakajee-Industrial-Estate.pdf>

The accompanying technical reports to the Oakajee Industrial Estate Structure Plan can be accessed at the following link:

<https://www.chapmanvalley.wa.gov.au/oakajee-industrial-estate-structure-plan.aspx>

The requirement for the preparation of the Oakajee Industrial Estate Structure Plan was as follows:

“Oakajee was selected by the Western Australian State Government in 1992 as a site for future processing industry and a deep water port. From 1997 to 2009, the State, through LandCorp, acquired and rezoned approximately 6,400ha of land for this purpose.” (page 7)

“Development of the port, rail and industrial estate cannot proceed until a Structure Plan for the area is completed in accordance with the Shire of Chapman Valley Town Planning Scheme No 1, Amendment 18. The Structure Plan will guide the future development of the Strategic Industry Area (SIA), General Industry Areas (GIA) and Buffer Area and will ensure the industrial estate integrates, over the long-term, with the port and rail developments. The Geraldton Port Authority has also completed the Oakajee Port Master Plan to guide the potential expansion of the Port and related facilities into the future.” (page 7)

“Preparation of the Structure Plan for the OIE has been guided by the following objectives:

- a) *To develop a structure plan that will facilitate the provision of land to meet the needs of internationally competitive heavy industry over the long-term;*
- b) *To provide a multidisciplinary structure planning framework that achieves an appropriate balance between planning, engineering, environmental, sustainability, heritage and landscape factors;*
- c) *To provide a planning framework which gives proponents clear direction and confidence to undertake feasibility studies into investing in the OIE;*
- d) *To provide a productive Buffer (compatible use area) which designates land for its highest and best use without compromising the Strategic Industry Area;*
- e) *To plan for a fully integrated and flexible transport system linking the OIE and the Port to State and National destinations via a road and rail network;*
- f) *To plan for the efficient and coordinated provision of services based on an adaptable industrial ecology strategy;*
- g) *To provide a spatial framework that maximises the potential for industrial ecology in terms of resource sharing and water management;*
- h) *To ensure development recognises and protects, where possible, environmental, heritage and community values;*
- i) *To identify opportunities for controlled public access, including Buller River to the south, and the coastline to the west;*
- j) *To recognise and work with existing landscape values and identify opportunities for retaining and enhancing amenity through landscape design and revegetation; and*
- k) *To provide a planning framework to assist with the management of carbon through renewable energy generation and commercial plantations.” (page 8)*

As part of the 2010-2012 structure plan process, Development WA undertook review of the original modelling which included air quality, risks and hazards and noise investigations that underpinned the original land area identification of the Oakajee Buffer. The structure plan review confirmed the adequacy of the Oakajee Buffer to contain predicted emissions from future industry based on a range of development scenarios.

Section 6.0 of the Oakajee Industrial Estate Structure Plan also noted that:

“6.2.6 Gaseous emissions

The location of the OIE is characterised by good meteorological conditions for dispersion of gaseous emissions.

Recent modelling conducted by Air Assessments has confirmed previous predictions of the adequacy of the Buffer to contain the impacts of gaseous emissions.

6.2.7 Dust and particulate emissions

Atmospheric conditions likewise favour dispersion of dust and particulate emissions. Modelling has demonstrated that the Buffer is adequate to contain likely dust and particulate emissions, with a recent review of earlier modelling confirming this.

Iron ore stockpiles proposed in the future Port Area adjacent to the SIA may nonetheless result in elevated dust levels within the north western corner of the SIA. This will be a key compliance issue for the managers of the stockpiles, requiring post construction review and monitoring of conditions.

6.2.8 Noise emissions

Modelling conducted by Herring Storer demonstrates the Buffer is adequate to contain noise predicted to be generated within the OIE.

6.2.9 Public Health and Safety

Modelling undertaken by Environmental Risk Solutions indicates the Buffer is adequate to contain risk impacts of a variety of candidate industries, with no evident need to preferentially locate high, medium or low risk industries within particular sectors of the SIA.” (page 31-32)

3.5 Greater Geraldton Structure Plan

The Greater Geraldton Structure Plan was released in 2011 by the Western Australian Planning Commission as an update to the 1999 Greater Geraldton Structure Plan.

The Greater Geraldton Structure Plan focused on areas that will experience pressure for development within the City of Greater Geraldton and the Shire of Chapman Valley and is used to guide Scheme Amendments and Reviews to the existing Local Planning Strategy or Scheme.

The Greater Geraldton Structure Plan identifies Lot 100 as being outside of the Oakajee Industrial Estate Buffer/Special Control Area.

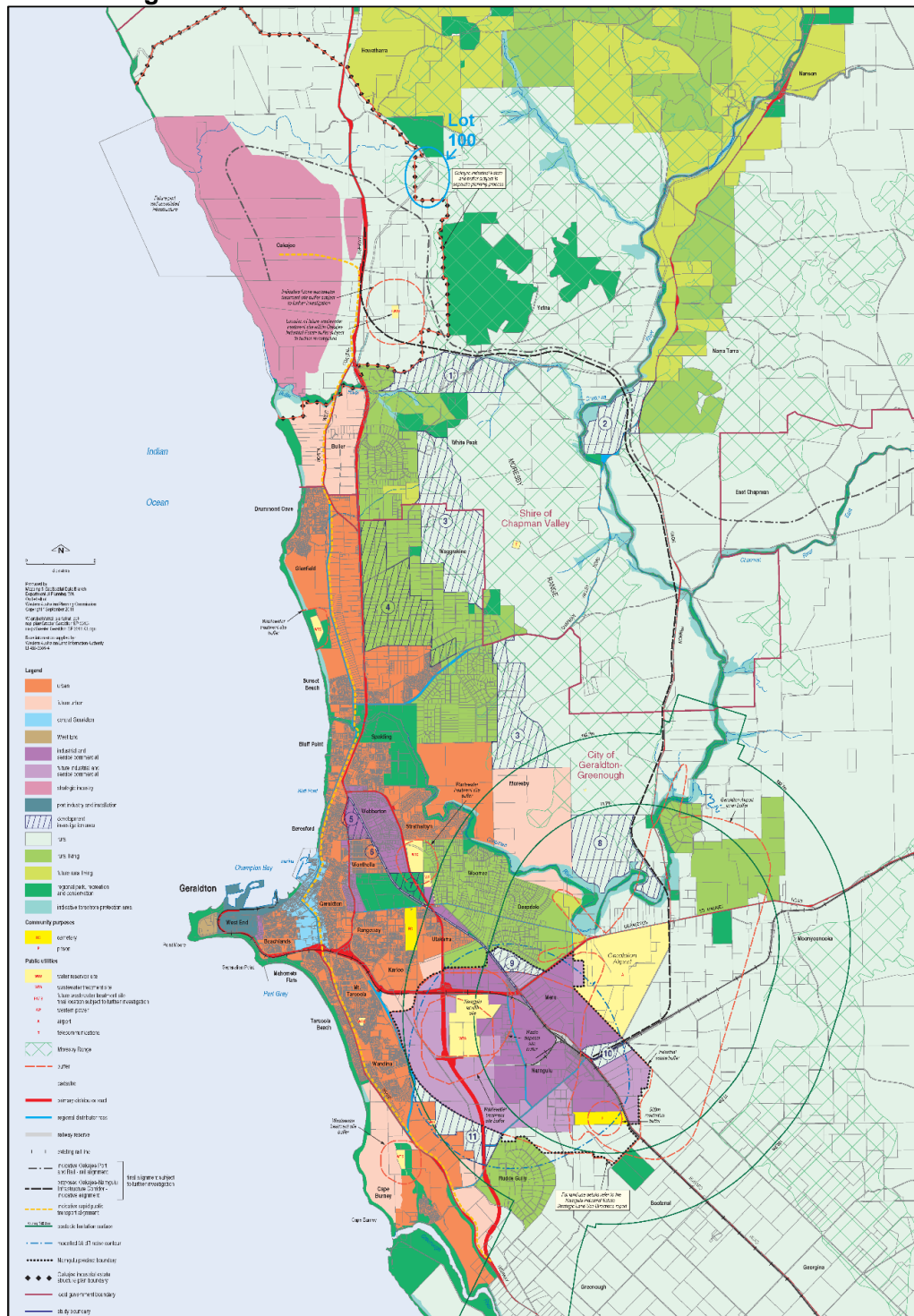
The proposed Scheme Amendment is therefore in accordance with this strategic

planning document.

A copy of the Greater Geraldton Structure Plan can be accessed at the following:

https://www.wa.gov.au/system/files/2021-11/SPL-Greater-Geraldton_Structure_Plan.pdf

Figure 8 - extract from Greater Geraldton Structure Plan



3.6 Shire of Chapman Valley Local Planning Scheme No.3

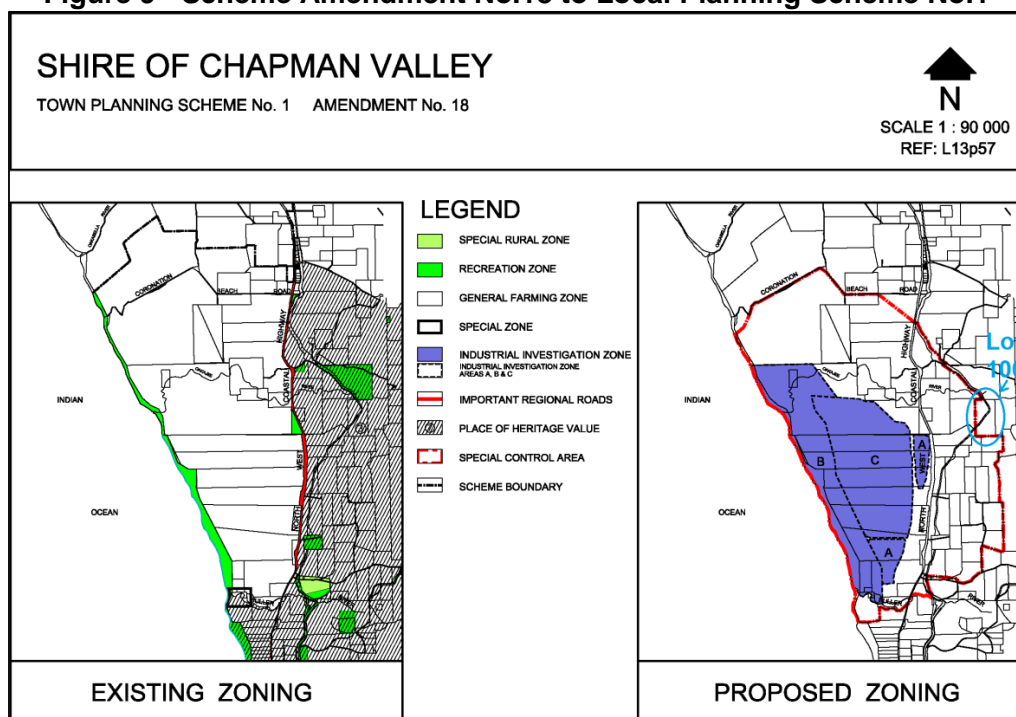
The Oakajee Industrial Estate and Buffer were created through Scheme Amendment No.18 to Shire of Chapman Valley Planning Scheme No.1.

Scheme Amendment No.18 was approved by the Western Australian Planning Commission and subsequently gazetted on 29 June 2004.

Scheme Amendment No.18 (inclusive of all versions including the originally lodged version, the version referred to the Environmental Protection Authority, the publicly advertised version and the final gazetted versions) identified Lot 100 as being outside of the Oakajee Industrial Estate and Buffer/Special Control Area.

The proposed Scheme Amendment is therefore in accordance with the prior statutory planning document of Scheme Amendment No.18.

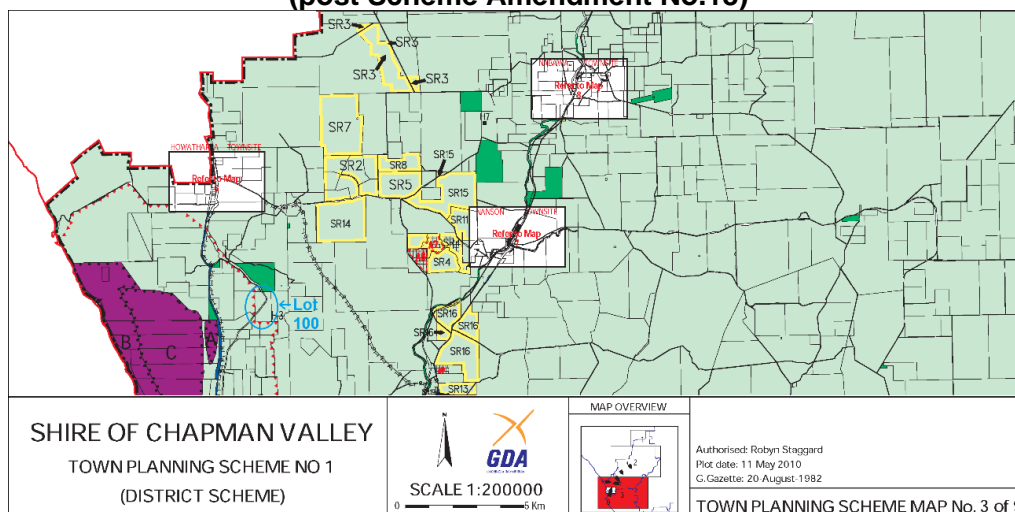
Figure 9 - Scheme Amendment No.18 to Local Planning Scheme No.1



Shire of Chapman Valley Local Planning Scheme No.1 (post Scheme Amendment No.18) subsequently identified Lot 100 as being outside of the Oakajee Industrial Estate and Buffer/Special Control Area.

The proposed Scheme Amendment is therefore in accordance with the prior statutory planning document of the Shire of Chapman Valley Local Planning Scheme No.1.

**Figure 10 – Shire of Chapman Valley Local Planning Scheme No.1
(post Scheme Amendment No.18)**

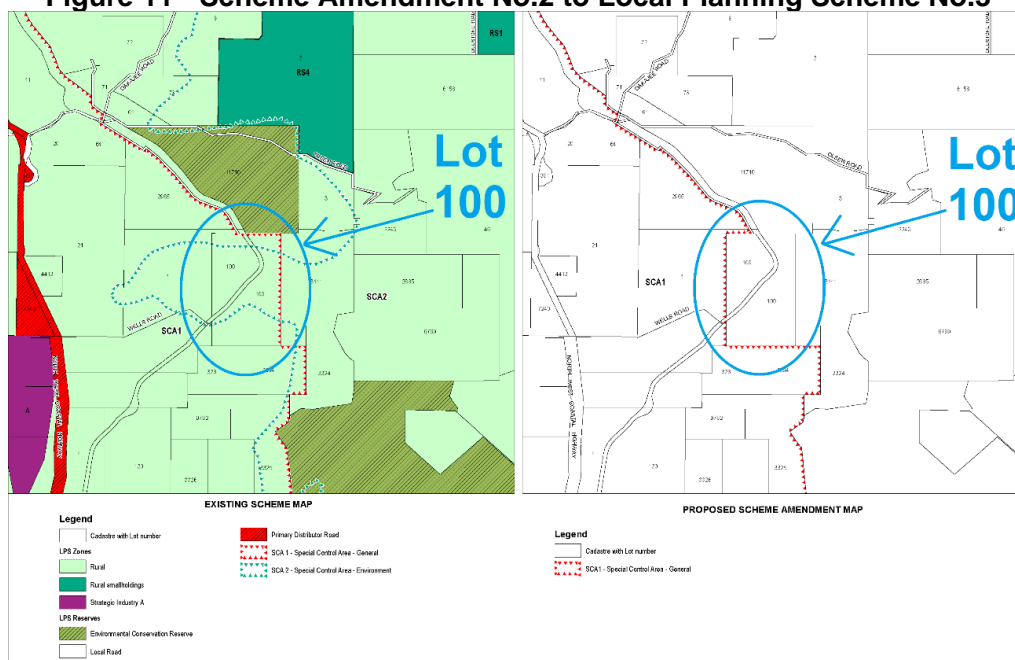


However, when the Western Australian Planning Commission undertook the drafting on behalf of the Shire of Chapman Valley for the Local Planning Scheme No.2 Map on 18 January 2006 a cartographic error occurred relating to Lot 100.

Lot 100 was mistakenly identified as being within the Oakajee Industrial Estate Buffer/Special Control Area and this was not picked up by the Shire of Chapman Valley or Western Australian Planning Commission during the subsequent Scheme review and gazettal process.

This Scheme Amendment was therefore required to be prepared to correct this drafting error, and the Western Australian Planning Commission have prepared the below correcting 'before and after' Scheme Amendment Maps for the Shire

Figure 11 - Scheme Amendment No.2 to Local Planning Scheme No.3



261 (Lot 100) Wells Road, White Peak is currently zoned 'Rural' under the Shire of Chapman Valley Local Planning Scheme No.3 and the Scheme Amendment proposes no change to this aspect of the property's zoning.

Table 2 of the Scheme lists the objectives for the 'Rural' zone as being:

- “ To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses to the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.”

In addition to its underlying 'Rural' zoning, Lot 100 is also located within the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zoning on the Scheme Map and it is this aspect that the Scheme Amendment seeks to remove from Lot 100.

Table 6 of the Scheme sets out the following purpose, objectives and additional provisions for the 'Special Control Area 1 – Oakajee Industrial Zone and Buffer (SCA1)' as follows:

Special Control Area 1 – Oakajee Industrial Zone and Buffer (SCA1)	
Purpose and Objective	Additional provisions
<p>The purpose of Special Control Area 1 is to:</p> <p>a) Provide for appropriate environmental and planning controls pertaining to the development of an industrial estate housing industries of strategic economic value to the State and</p>	<p>a) All development proposed must be in accordance with an approved structure plan or plans prepared in accordance with Part 4 of the deemed provisions.</p> <p>b) Notwithstanding any other provision contained within this Scheme, no residential use, temporary or permanent, including a single house, shall be permitted on land within the Special Control Area. Specific exception may be made to accommodate temporary camp accommodation for workers prior to the establishment of the first industry within the Strategic Industry zone.</p> <p>c) All development applications considered by the local government to be of environmental significance within the strategic industrial core (Area C) shall be referred to the Environmental Protection Authority.</p> <p>d) Prior to any clearing of remnant vegetation, searches shall be undertaken to identify significant flora on the</p>

<p>Region, and which require separation from sensitive land-uses; and</p> <p>b) Provide for a buffer surrounding the industrial estate within which land-uses incompatible with the purpose of the industrial estate are not permitted.</p> <p>c) Support continued broad-acre agriculture on larger land holdings and the strategic placement and stockpiling of raw or manufactured materials (other than hazardous materials) subject to environmental and visual considerations.</p>	<p>site. Flora management strategies will be prepared for areas of significant flora.</p> <p>e) The Estate Manager will be required to establish a noise monitoring program before the establishment of the first industrial activity to monitor the cumulative impact of noise generated by industries in the estate, in consultation with the Department of Water and Environmental Regulation, to determine whether Environmental Protection Authority Regulations are being met within the special control area boundary.</p> <p>f) The Estate Manager will be required to review proponent air emissions modelling to confirm compatibility with air quality modelling used to define the buffer boundary and report results to the Department of Water and Environmental Regulation and Conservation and the Office of the Environmental Protection Authority.</p> <p>g) The Estate Manager will be required to establish a program before the establishment of the first industrial activity for collection of baseline data and undertake air quality monitoring for dust and particle emissions to the satisfaction of the Department of Water and Environmental Regulation.</p> <p>h) The Estate Manager will be required to review proponent quantitative risk assessment to confirm compatibility with quantitative risk assessment used to define the buffer boundary and report results to the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>i) The Estate Manager will be required to establish a monitoring program, before the establishment of the first industrial activity, for groundwater to collect baseline data and to the satisfaction of the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>j) The Estate Manager will be required to establish a rainfall monitoring program before the establishment of the first industrial activity and is to report results to the Department of Water and Environmental Regulation and the Office of the Environmental Protection Authority.</p> <p>k) Notwithstanding the provisions contained within Part 3, should the cumulative environmental impacts of incremental industrial development exceed the Environmental Protection Authority criteria, the Estate Manager is required to make suitable arrangements for occupants of residences within the Oakajee Industrial Zone buffer to vacate that residence.</p> <p>l) Individual industries will be required to provide drainage plans to the satisfaction of the local government prior to undertaking any construction.</p>
--	---

	<p>m) The Estate Manager will be required to prepare an overall Oakajee Landscape Master Plan with performance timetables to ensure nominated actions are completed within time. This Master Plan is to be prepared prior to commencement of construction of the first industry</p> <p>n) Individual industries will comply with Landscape Master Plan requirements and submit individual landscape plans and implementation timetables with their development applications. Landscape plans shall be designed and implemented to the satisfaction of the local government.</p> <p>o) Provisions shall be made for the protection and management of two European heritage sites illustrated on the structure plan. All development applications shall also be required to address aboriginal heritage issues in accordance with Aboriginal Heritage Management Plan/s approved by the state government agency responsible for the protection of aboriginal heritage.</p> <p>p) The following provisions apply to that part of Special Control Area 1 shown on the Scheme Maps as Industrial Zone (Area C):</p> <ol style="list-style-type: none"> i. All major development shall be subject to approved environmental management criteria governing layout, manner of development and ongoing management of proposed operations, including safety and satisfactory storage or disposal of noxious or hazardous materials or wastes. ii. All major development shall be subject to an environmental impact statement if requested by the Local Government. <p>q) The following provisions apply to that part of Special Control Area 1 shown on the Scheme Maps as Industrial Zone (Area B) –</p> <ol style="list-style-type: none"> a. Prior to construction of the port: <ol style="list-style-type: none"> i. a Coastal Management and Structure Plan will be prepared for Area B of the Industrial Zone by the State Government to the satisfaction of the Local Government and in consultation with the Environmental Protection Authority and the Western Australian Planning Commission; and ii. a Structure Plan is to be prepared in accordance with Schedule 2, Part 4 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, to be adopted by the Local Government, and endorsed by the Western Australian Planning Commission. The Plans are to provide for the coordination and integration of intended land uses, transport and service corridors and sites of heritage and landscape
--	---

	<p>significance, and shall depict public access to and along the ocean foreshore. The Plans are to address port and associated activities, transport and services corridors and rehabilitation of remnant vegetation and management of recreation.</p> <p>b. The Coastal Management and Structure Plan shall be consistent with relevant Western Australian Planning Commission policy, shall conform with conditions set by the Minister for the Environment for the Oakajee Deep Water Port Proposal</p>
--	--

Portion of Lot 100 is also located within the 'Special Control Area 2 – Moresby Range Landscape Protection Area (SCA2)' zoning on the Scheme Map and the Scheme Amendment proposes no change to this aspect of the property's zoning.

Table 6 of the Scheme sets out the following purpose, objectives and additional provisions for the 'Special Control Area 2 – Moresby Range Landscape Protection Area (SCA2)' as follows:

Special Control Area 2 – Moresby Range Landscape Protection (SCA2)	
Purpose and Objective	Additional provisions
The purpose of Special Control Area 2 is the protection of the Moresby Range and associated valleys from development and/or subdivision that will detrimentally affect the landscape values of the area, including preventing development that may lead to problems of erosion. In determining any application for development approval on land within Special Control Area 2,	<p>1) Within SCA 2, no clearing or destruction of any remnant native vegetation or re-vegetation shall be permitted except for:</p> <p>(a) Clearing to comply with the requirements of the <i>Bush Fires Act 1954</i> (as amended), the local government's Bush Fire Notice and/or any fire management plan endorsed by the local government;</p> <p>(b) Clearing as may reasonably be required to accommodate an approved building and curtilage, or vehicular access to an approved building or other land use approved by the local government; and/or</p> <p>(c) Clearing as may be allowed under the Department of Water and Environmental Regulation and Conservation Land Clearing Regulations;</p> <p>(d) Trees that are diseased or dangerous.</p> <p>2) In the determination of any application for development approval within SCA 2, the local government may, having regard to the purpose of the Special Control Area set out in Part 5 and the assessment criteria detailed in the Moresby Range Management Strategy, require modification of development proposals, or impose conditions of approval regarding:</p> <p>(a) The siting of the proposed development;</p> <p>(b) The design and layout of the proposed development;</p>

the local government shall give consideration to the purpose of the Special Control Area.	<ul style="list-style-type: none">(c) The materials and finishes to be used in the proposed development;(d) The protection of remnant native vegetation or re-vegetation located on the site;(e) The installation and maintenance of vegetation to provide for the visual screening of proposed development; and/or(f) The installation and maintenance of vegetation, retaining walls or other works to prevent erosion.
---	--

This Scheme Amendment will ensure that the Shire of Chapman Valley Local Planning Scheme No.3 aligns with the associated and informing strategic planning documents.

The Shire of Chapman Valley Local Planning Scheme No.3 can be accessed as the following link:

<https://www.wa.gov.au/government/document-collections/shire-of-chapman-valley-planning-information#local-planning-scheme>

4 JUSTIFICATION FOR AMENDMENT

This report demonstrates that the rezoning of Lot 100 to remove the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' zone from Lot 100 (Volume 1655/Folio 187 DP302726) Wells Road, Howatharra should be supported for the following reasons:

4.1 Orderly and Proper Planning

The Scheme Amendment will ensure that Lot 100 is consistent with the other neighbouring privately owned properties that are outside of the Oakajee Industrial Estate Buffer.

The Scheme Amendment proposes no change to the underlying 'Rural' zoning of Lot 100 recognising that this is the most appropriate zoning for the property.

The Scheme Amendment proposes no change to the 'Special Control Area 2 – Moresby Range Landscape Protection Area (SCA2)' aspect of the property.

The Scheme Amendment proposes no change to the right of carriageway easements and conservation covenant relating to Lot 100.

4.2 Strategic Planning Direction

This Amendment will ensure the statutory planning document of the Shire of Chapman Valley Planning Scheme No.3 is consistent with the informing strategic planning documents of the Greater Geraldton Structure Plan, Shire of Chapman Valley Local Planning Strategy and Oakajee Industrial Estate Structure Plan.

4.3 Consistent Statutory Planning Direction

The Scheme Amendment will ensure the statutory planning document of the Shire of Chapman Valley Planning Scheme No.3 is consistent with the prior statutory planning documents of Scheme Amendment No.18 and the Shire of Chapman Valley Planning Scheme No.1.

4.4 Remove Planning Uncertainty

The Scheme Amendment will provide reassurance to the landowner of Lot 100 that their property is not required for State Government land acquisition.

The Scheme Amendment will remove potential obligation for the State Government that it should acquire Lot 100 unnecessarily.

The Scheme Amendment will provide reassurance to landowners neighbouring Lot 100 to the east that the Oakajee Buffer (and its associated land uses) will not be encroaching closer to their properties than the publicly available State and Local Government statutory and strategic planning documents have illustrated.

5 CONCLUSION

The removal of the 'Special Control Area 1 - Oakajee Industrial Zone and Buffer (SCA1)' from Lot 100 (Volume 1655/Folio 187 DP302726) Wells Road, Howatharra is consistent with the overall strategic planning direction as defined by the planning framework and previous statutory planning documents.

This Scheme Amendment has been prepared by the Local Government of the Shire of Chapman Valley with assistance from the State Government's Department of Planning, Lands & Heritage to correct a Local and State Government cartographic error that impacts upon privately owned land.

This Scheme Amendment will ensure that the boundary of the Oakajee Buffer/Special Control Area aligns with that originally and correctly identified within the previously gazetted Scheme Amendment No.18 to Shire of Chapman Valley Planning Scheme No.1.

This Scheme Amendment will ensure that the zoning of Lot 100 accords with that as correctly identified within the Greater Geraldton Structure Plan, Shire of Chapman Valley Local Planning Strategy and Oakajee Industrial Estate Structure Plan which all identify Lot 100 as being outside of the Oakajee Buffer/Special Control Area.

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME
SHIRE OF CHAPMAN VALLEY LOCAL PLANNING SCHEME No.3
AMENDMENT No.2

RESOLVED that the Local Government pursuant to Section 75 of the *Planning and Development Act 2005* amend the Local Planning Scheme by -

- (a) Deleting the 'Special Control Area 1-Oakajee Industrial Zone and Buffer (SCA1)' zone from Lot 100 (Volume 1655/Folio 187 DP302726); and
- (b) Modifying the Scheme Map accordingly.

The Amendment is defined as standard under the provisions of Section 34 of *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- (a) the amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone or reserve;
- (b) the amendment is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;
- (c) the amendment is consistent with a structure plan that has been approved by the Commission;
- (d) the amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
- (e) the amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Form 6B

COUNCIL ADOPTION

This Standard Amendment was adopted and is recommended for approval by resolution of the Council of the Shire of Chapman Valley at the Ordinary Meeting of the Council held on the _____ day of _____, 20____.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

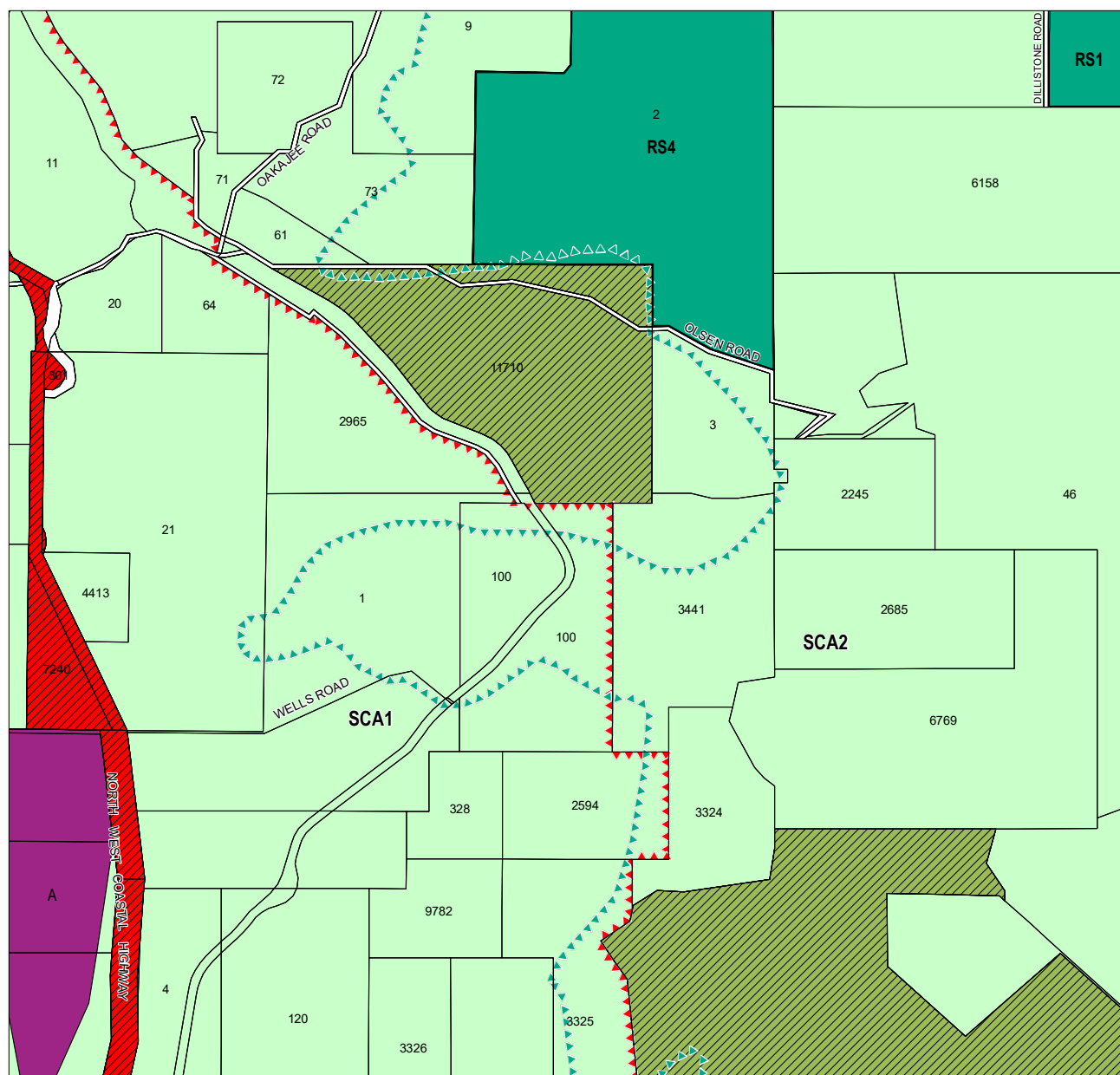
.....
DELEGATED UNDER S.16 OF THE
PLANNING & DEVELOPMENT ACT 2005

.....
DATE

APPROVAL GRANTED

.....
MINISTER FOR PLANNING

.....
DATE



EXISTING SCHEME MAP

Legend

	Cadastral with Lot number		Primary Distributor Road
	Rural		SCA 1 - Special Control Area - General
	Rural smallholdings		SCA 2 - Special Control Area - Environment
	Strategic Industry A		
	Environmental Conservation Reserve		
	Local Road		



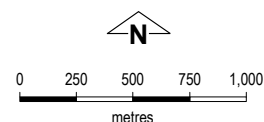
Department of Planning,
Lands and Heritage

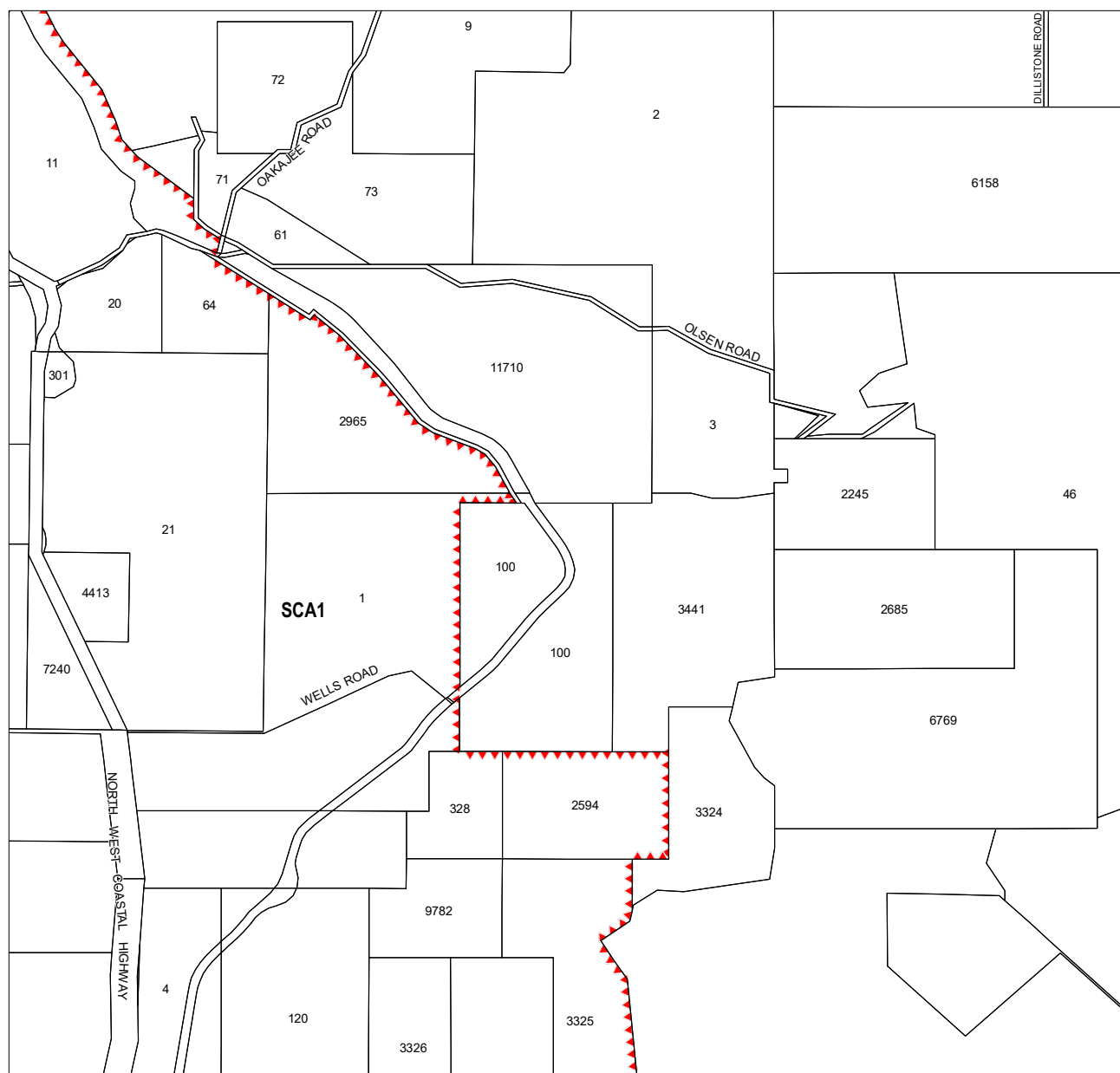
Shire of Chapman Valley

Local Planning Scheme No. 3

Amendment No. 2



Produced by Geospatial Research and Modelling,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1096-2018-1





PROPOSED SCHEME AMENDMENT MAP

Legend

-  Cadastre with Lot number
-  SCA1 - Special Control Area - General



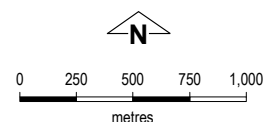
Department of Planning,
Lands and Heritage

Produced by Geospatial Research and Modelling,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1096-2018-1

Shire of Chapman Valley

Local Planning Scheme No. 3

Amendment No. 2



Appendix 1

WESTERN



AUSTRALIA

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

REGISTER NUMBER	
100/DP302726	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME
1655FOLIO
187

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BC Roberts
REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 100 ON DEPOSITED PLAN 302726

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

GREGORY RITCHIE BURROWS OF 201 AUGUSTUS STREET, GERALDTON

(T E478061) REGISTERED 31/10/1990

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. T6848/1956 SAVE AND EXCEPT ALL MINES OF GOLD, SILVER AND OTHER PRECIOUS METALS RESERVED TO THE CROWN BY THE ORIGINAL GRANT AND ALL MINES AND MINERALS RESERVED TO E.F. SMART PTY. LTD. REGISTERED 28/5/1956.
2. T6848/1956 EASEMENT BURDEN FOR MINERAL RIGHTS. SEE INSTRUMENT T6848/1956 AND VOL 1193 FOL 52. REGISTERED 28/5/1956.
3. C261398 EASEMENT BURDEN FOR A RIGHT OF CARRIAGEWAY PURPOSES. SEE INSTRUMENT C261398 AND SKETCH IN VOL 1655 FOL 187. REGISTERED 30/11/1981.
4. C261404 EASEMENT BURDEN FOR A RIGHT OF CARRIAGEWAY PURPOSES. SEE INSTRUMENT C261404 AND SKETCH IN VOL 1655 FOL 187. REGISTERED 30/11/1981.
5. C261406 EASEMENT BURDEN FOR A RIGHT OF CARRIAGEWAY PURPOSES. SEE INSTRUMENT C261406 AND SKETCH IN VOL 1655 FOL 187. REGISTERED 30/11/1981.
6. C261409 EASEMENT BURDEN FOR A RIGHT OF CARRIAGEWAY PURPOSES. SEE INSTRUMENT C261409 AND SKETCH IN VOL 1655 FOL 187. REGISTERED 30/11/1981.
7. *E478062 CAVEAT BY TANYA FAY BURROWS LODGED 31/10/1990.
8. *G675409 MEMORIAL. SOIL AND LAND CONSERVATION ACT 1945. AS TO PORTION ONLY. REGISTERED 29/12/1997.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

END OF PAGE 1 - CONTINUED OVER

RECORD OF CERTIFICATE OF TITLE

REGISTER NUMBER: 100/DP302726

VOLUME/FOLIO: 1655-187

PAGE 2

SKETCH OF LAND: 1655-187 (100/DP302726)
PREVIOUS TITLE: 1580-467
PROPERTY STREET ADDRESS: 261 WELLS RD, WHITE PEAK.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF CHAPMAN VALLEY

NOTE 1: K841209 LAND DESCRIPTION AMENDED ON ORIGINAL CERTIFICATE OF TITLE - BUT NOT SHOWN ON CURRENT EDITION OF THE DUPLICATE.
NOTE 2: SKETCH ON ORIGINAL SUPERCEDED PAPER TITLE AMENDED - BUT NOT SHOWN ON CURRENT EDITION OF THE DUPLICATE.
NOTE 3: DEPOSITED PLAN 302726 HAS YET TO BE PRODUCED.

ORIGINAL - NOT TO BE REMOVED FROM OFFICE OF T

CT 1655 0187 F



Transfer C636311

WESTERN

AUSTRALIA

Volume 1580 Folio 467



1655 187

CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 14th October, 1983

REGISTRAR OF TITLES



ESTATE AND LAND REFERRED TO

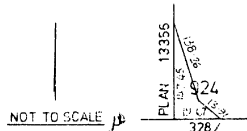
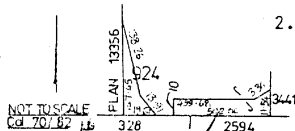
Estate in fee simple in Victoria Location 924, ^{and being Lot 100 on DP 302726} delineated and coloured green on the map in the Third Schedule hereto, save and except all mines of gold, silver and other precious metals reserved to the Crown by the Original Grant and all mines and minerals reserved to E.F. Smart Pty. Ltd. by Transfer 6848/1956.

FIRST SCHEDULE (continued overleaf)

~~Hawkrise Pty. Ltd., of 7th Floor, 28 The Esplanade, Perth.~~

SECOND SCHEDULE (continued overleaf)

- TRANSFER 6848/1956. The right to enter upon all or any part of the within land to do all such things necessary to lay claim to the estate held in Certificate of Title Vol 1193 Fol 52 is reserved to the proprietor or proprietors for the time being of the mineral rights comprised in the said Certificate of Title. Registered 28.5.56 at 11.52 o'clock.
- TRANSFER C261398. A right of carriageway over the portion of the within land coloured yellow on the map in the margin as set out in the said Transfer is granted to the proprietor or proprietors for the time being of Victoria Locations 3324, 3325 and 6769. Registered 30.11.81 at 9.25 o'clock.
- TRANSFER C261404. A right of carriageway over the portion of the within land coloured yellow on the map in the margin above as set out in the said Transfer is granted to the proprietor or proprietors for the time being of Victoria Location 3441. Registered 30.11.81 at 9.25 o'clock.
- TRANSFER C261406. A right of carriageway over the portion of the within land coloured brown on the map in the margin as set out in the said Transfer is granted to the proprietor or proprietors for the time being of Victoria Location 2594. Registered 30.11.81 at 9.26 o'clock.
- TRANSFER C261409. A right of carriageway over the portion of the within land coloured brown on the map in the margin above as set out in the said Transfer is granted to the proprietor or proprietors for the time being of Victoria Location 9782. Registered 30.11.81 at 9.26 o'clock.
- ~~MORTGAGE C636312 to Perpetual Trustees W.A. Ltd. Registered 14.10.83 at 12.50 o'clock.~~
- ~~MORTGAGE C636313 to National Commercial Banking Corporation of Australia Limited Registered 14.10.83 at 12.50 o'clock.~~
- ~~MORTGAGE C636314 to Perdris Nominees Pty. Ltd. Registered 14.10.83 at 12.50 o'clock.~~
- ~~MORTGAGE C636315. Registered 14.10.83 at 12.51 o'clock.~~



Withdrawn C904783 23.11.84

REGISTRAR OF TITLES

NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON



Superseded - Copy for Sketch Only

Page 1 (of 4 pages) 1655 VOL. 187 FOL.

Superseded - Copy for Sketch Only

Page 2 (of 4 pages)

LT: 39

FIRST SCHEDULE (continued)		NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.				
REGISTERED PROPRIETOR	INSTRUMENT		REGISTERED	TIME	SEAL	INITIALS
	NATURE	NUMBER				
Gregory Ritchie Burrows of 201 Augustus Street, Geraldton.	Transfer	E478061	31.10.90	14.49		

CERTIFICATE OF TITLE VOL. 1655 187

Superseded - Copy for Sketch Only

Page 3 (of 4 pages)

LT. 39/40

INSTRUMENT		PARTICULARS	REGISTERED	TIME	SEAL	INITIALS	CANCELLATION	NUMBER	REGISTERED OR LODGED	SEAL	INITIALS
NATURE	NUMBER										
Mortgage	C904784	to National Westminster Finance Australia Ltd.	23.11.84	3.36			Dup Title not prod.		since prod		
Extension	D8531Q9	of Mortgage C636312	23.8.88	14.56		Checker 3	Discharged	D245173	8.5.86		
Caveat	E478062	Lodged 31.10.90 at 14.50 hrs.					Mortgage Discharged	E478059	31.10.90		
Memorial	G675409	Soil & Land Conservation Act 1945. As to portion only:	29.12.97	11.23							

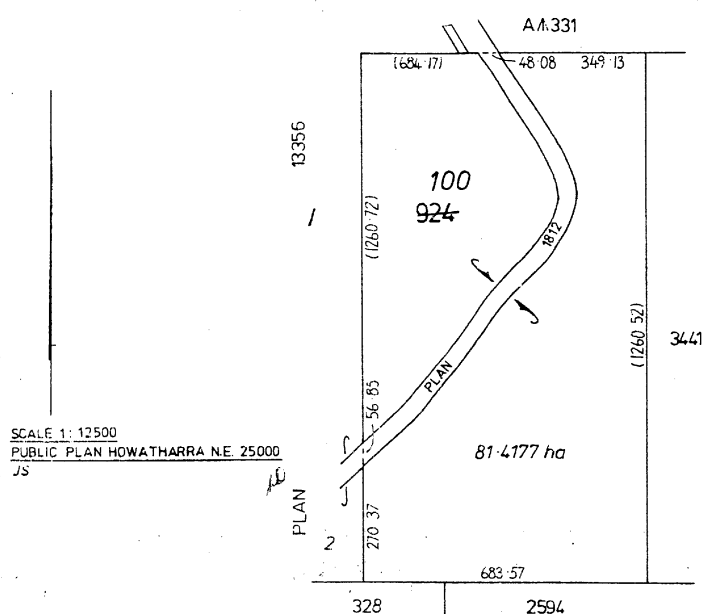
CERTIFICATE OF TITLE VOL.1655 187

LT. 39/40

Page 4 (of 4 pages)

THIRD SCHEDULE

Superseded - Copy for Sketch Only



CERTIFICATE OF TITLE VOL. 1655 187

The Deposited Plan for this Certificate of Title is yet to be produced. The Plan and Lot number have been allocated as an interim measure to enable issue of a Digital Certificate of Title. Please refer to this Title for the sketch of the land.

Land Parcel Identifier amended -
Regulation 6 of Transfer of Land
(Surveys) Regulations 1995
Corr. 1775-2000-01
Date: 21/11/05 DE

Appendix 2

TO REGISTRAR OF TITLES
REGISTRAR OF DEEDS AND TRANSFERS
EXECUTIVE DIRECTOR, DEPARTMENT OF LAND ADMINISTRATION
FORM APPROVAL B1278

AGRICULTURE WESTERN AUSTRALIA
File No. 970574V01POJ

MEMORIAL

SOIL AND LAND CONSERVATION ACT 1945 AS AMENDED
AGREEMENT TO RESERVE AND CONSERVATION COVENANT
PART 1V A

DESCRIPTION OF LAND

EXTENT

VOLUME

FOLIO

Victoria Location 924 being part of the land described in the
Certificate of Title Volume 1655 Folio 187 as delineated in orange
in the attached plan.

Part

1655

187

REGISTERED PROPRIETOR OF LAND

Gregory Ritchie Burrows of 20 Augustus Street, Geraldton.

The within instrument dated the **Twenty-Second** day of **December** 19 **97** is:

A Conservation Covenant under section 30 (b) 1, of the Soil and Land Conservation Act over the Land above described.

Duration of Agreement or Covenant in Perpetuity

Limited in Time to the

Thirtieth

day of

May**20****24**

Dated this

Twenty-Second

day of

December

19

97

Commissioner / Deputy Commissioner
of Soil and Land Conservation

Witness, an Officer of
Agriculture Western Australia

FORM B4

G 675409 MS

29 Dec, 1997 11:23:19 Perth

**MEMORIAL
AGRICULTURE WESTERN AUSTRALIA**LODGED BY **Agriculture Western Australia**ADDRESS **3 Baron-Hay Court
South Perth WA 6151**PHONE No. **08 9368 3950**FAX No. **08 9368 3946**

REFERENCE No.

ISSUING BOX No. **999**PREPARED BY **Mark Holland**ADDRESS **Remnant Vegetation Protection
Scheme
3 Baron-Hay Court
South Perth WA 6151**PHONE No. **08 9368 3950** FAX No. **08 9368 3946**INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER
THAN LODGING PARTY.**TITLES, LEASES, DECLARATIONS ETC. LODGED HEREWITH**

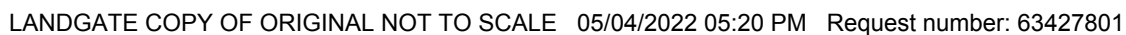
1.	Map / Conservation Covenant	Received items
2.		
3.		Nos
4.		
5.		
6.		Receiving clerk

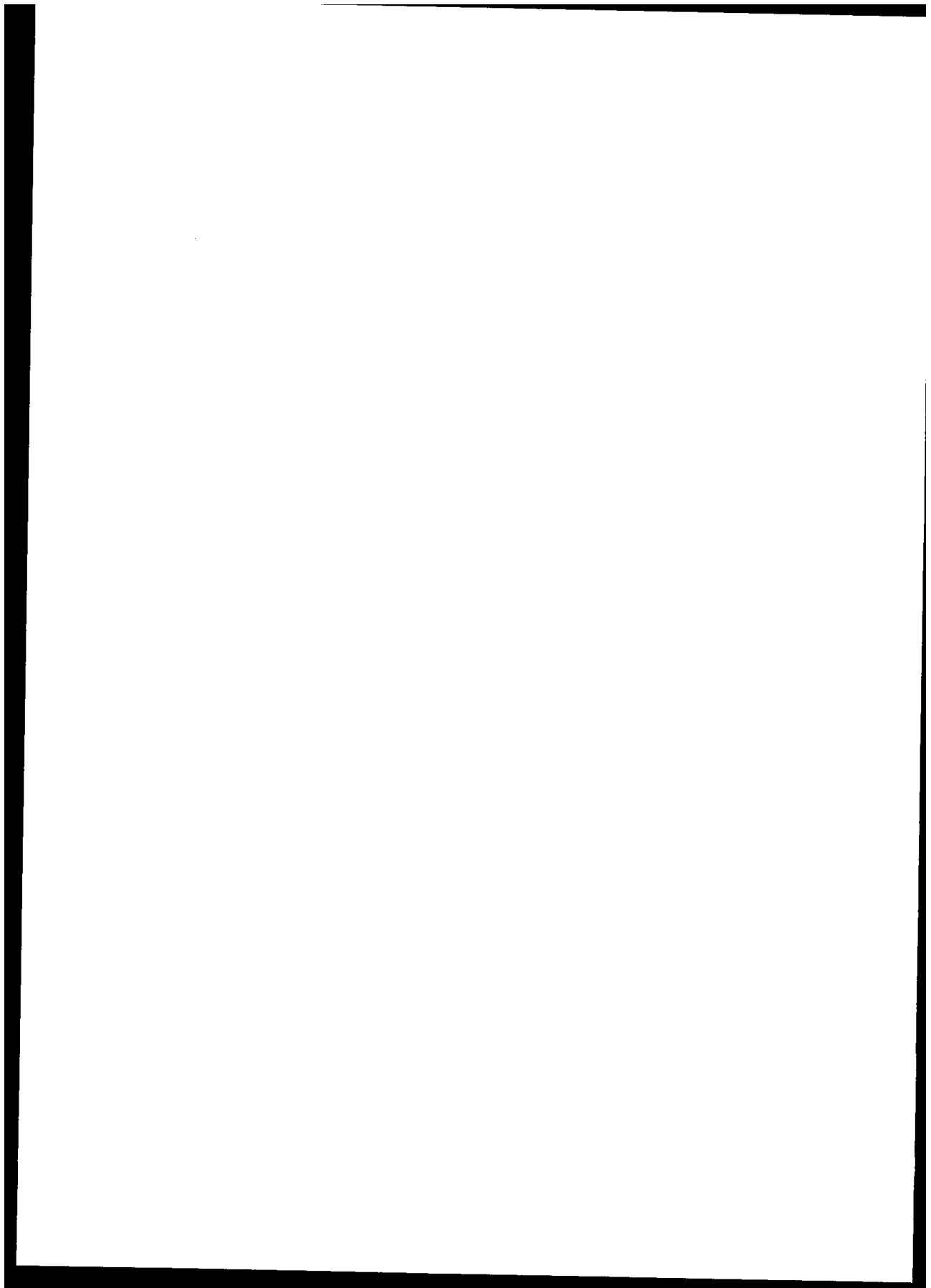
EXAMINED

NEB4

ATPO

Registered pursuant to the provisions of the TRANSFER OF LAND
ACT 1893 as amended on the day and time shown above and
particulars entered in the Register.







Enquiries: Ebony Enright (08) 9956 1252
Our Ref: D22#1215198 (002-274)
Your Ref: A13 & 204.11.04

21 November 2022

Mr S Lancaster
Deputy Chief Executive Officer
Shire of Chapman Valley
PO Box 1
NABAWA WA 6532

via email: cs@chapmanvalley.wa.gov.au

Dear Mr Lancaster

**SHIRE OF CHAPMAN VALLEY LOCAL PLANNING SCHEME NO.3 –
SCHEME AMENDMENT NO. 2 | LOT 100 (DP302726) WELLS ROAD, HOWATHARRA**

Thank you providing Main Roads opportunity to comment on the Shire of Chapman Valley Local Planning Scheme Amendment, as detailed below.

Main Roads does not have any objection to the Scheme Amendment.

Should you require further information, please contact Mark Willson at 9956 1234 or mark.willson@mainroads.wa.gov.au

Yours sincerely

Mark Willson

for Louise Adamson
**NETWORK MANAGER
MID WEST-GASCOYNE REGION**

Development
Services

629 Newcastle Street
Leederville WA 6007

PO Box 100
Leederville WA 6902

T (08) 9420 2099
F (08) 9420 3193



Your Ref: A13&204.11.04
Our Ref: TPS391716
Enquiries: Matt Calabro
Direct Tel: 9420 2099

25 November 2022

Chief Executive Officer
Shire Of Chapman Valley
PO BOX 1
NABAWA WA 6532

Attention of: Simon Lancaster

**RE: SHIRE OF CHAPMAN VALLEY LOCAL PLANNING SCHEME No.3 - SCHEME
AMENDMENT No.2 - LOT 100 (DP302726) WELLS ROAD, HOWATHARRA**

Thank you for your letter dated 15th November 2022, requesting comment on Scheme Amendment 2 - Lot 100 Wells Rd, Howatharra.

The proposed development does not appear to affect Water Corporation assets.
Water Corporation has no objection.

Should you have any queries, please do not hesitate to contact me at
matt.calabro@watercorporation.com.au

Regards,

A handwritten signature in black ink, appearing to be "Matt Calabro", written over a light blue horizontal line.

Matt Calabro
Advisor – Land Planning
DEVELOPMENT SERVICES



Department of
**Primary Industries and
Regional Development**

Your reference: A13 & 204.11.04
Our reference: LUP 1504
Enquiries: Greg Doncon

Simon Lancaster
Deputy Chief Executive Officer
PO Box 1, Nabawa WA 6532
cs@chapmanvalley.wa.gov.au

1 December 2022

Dear Simon

Shire of Chapman Valley Local Planning Scheme No. 3 Scheme Amendment No. 2 Lot 100 (DP302726) Wells Road, Howatharra

Thank you for inviting the Department of Primary Industries and Regional Development (DPIRD) to comment on the above amendment to the Local Planning Scheme.

DPIRD supports the proposed amendment to the Shire map to remove Lot 100 from the buffer / Special Control Area as the Scheme Amendment is in accordance with the other strategic planning documents; the Shire of Chapman Valley Local Planning Strategy, the Oakajee Industrial Estate Structural Plan, and the Greater Geraldton Structure Plan.

For more information, please contact Greg Doncon on 90813117 or
greg.doncon@dpird.wa.gov.au

Yours sincerely

A handwritten signature in black ink that reads 'Melanie Strawbridge'.

Dr Melanie Strawbridge
**Director Agriculture Resource Management Assessment
Sustainability and Biosecurity**

75 York Road Northam 6401
PO Box 483 Northam WA 6401
Telephone +61 (0)8 9690 2000 landuse.planning@dpird.wa.gov.au
dpird.wa.gov.au
ABN: 18 951 343 745

From: Tahlia Young <tahlia.young@dbca.wa.gov.au>
Sent: Thursday, 8 December 2022 3:54 PM
To: Customer Service <cso@chapmanvalley.wa.gov.au>
Cc: Nick Detchon <nicholas.detchon@dbca.wa.gov.au>; Geraldton Enquiries <geraldtonenquiries@dbca.wa.gov.au>
Subject: CR2221563 - Shire of Chapman Valley Local Planning Scheme -

Afternoon

I refer to the attached request for Department of Biodiversity Conservation and Attractions to comment on the Local Planning Scheme No 3 – Lot 100 Wells Road Howatharra.

The department has no comments to provide on this proposal.

Thank you for the opportunity to review.

Kind Regards

Tahlia Young | Personal Assistant to Allison Donovan | Midwest Region
Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions
Level 1, The Foreshore Centre, 201 Foreshore Drive, Geraldton, Western Australia, 6530
PO Box 72, Geraldton, WA, 6531
ph. (08) 9964 0901, m. 0417 962 303 f. 9964 0977
e. tahlia.young@dbca.wa.gov.au | w. www.dbca.wa.gov.au



This message is confidential and is intended for the recipient named above. If you are not the intended recipient, you must not disclose, use or copy the message or any part of it. If you received this message in error, please notify the sender immediately by replying to this message, then delete it from your system.



Department of Planning,
Lands and Heritage

Your ref: A13 & 204.11.04
Our ref: P21509 & PLH00050 / 50141
Enquiries: Lara Watson (08) 6552 4023

Chief Executive Officer
Shire of Chapman Valley
csso@chapmanvalley.wa.gov.au

Attention: Simon Lancaster - Deputy Chief Executive Officer

Dear Sir

**SHIRE OF CHAPMAN VALLEY LOCAL PLANNING SCHEME NO.3
AMENDMENT NO.2 - LOT 100 WELLS ROAD, HOWATHARRA**

Thank you for your correspondence of 21 November 2022 regarding the draft Local Planning Scheme No.3 Amendment No.2, which was referred to the Heritage Council under the provisions of Section 79 of the *Planning and Development Act 2005*.

It is noted that a portion of Lot 100 falls within the proposed curtilage for P12059 Geraldton to Northampton Railway Precinct which is currently at the consultation stage for proposed entry on the State Register of Heritage Places.

The proposed amendment has been considered for its potential impact on the above place. It is noted that the proposed amendment corrects a cartographic error associated with the boundary of the 'Special Control Area 1 Oakajee Industrial Zone and Buffer (SCA1)' zoning. The proposal to correct the error and return Lot 100 to a 'Rural' zoning does not present any heritage impact issues in relation to the Geraldton to Northampton Railway Precinct.

Should you have any queries regarding this advice please contact Lara Watson at lara.watson@dplh.wa.gov.au or on 6552 4023.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Adelyn Siew'.

Adelyn Siew
Director
Historic Heritage Conservation

22 December 2022

From: Planning and Land Development Referrals

<planning.land.development.referrals@westernpower.com.au>

Sent: Friday, 30 December 2022 8:47 AM

To: Customer Service <cso@chapmanvalley.wa.gov.au>

Subject: CR2221713 - Enquiry: Local Planning Scheme 3 scheme amendment 2 Lot 100 Wells Road Howatharra

Thank you for your submission to Western Power for Ref A13 & 204.11.04 Local Planning Scheme 3 scheme amendment 2 Lot 100 Wells Road Howatharra.

Unfortunately requests for general comments, feedback and approval for proposals can't be provided for without application and the investigation and dialogue that allows.

We suggest:

- Reviewing your query against the processes referred to in our [Strategic Planning](#) web page
- Where a change of land use, or permanent road closure will affect our ability to access our infrastructure for maintenance or in an emergency, the original accessway or an alternative must be maintained. Changed access conditions should be communicated via our [Land entry preferences form](#),
- Use our provided mapping tools and ["Before You Dig"](#) to locate any assets that would be affected by any proposed change or development,
- If there are transmission assets (66,000VOLTS-330,000 VOLTS) in proximity to your work, apply via our [move or remove transmission and communication assets](#) form,
- Ensuring any developers involved are aware that they will need to make an application to deal with any assets that are in the development area as well as for the power requirements for the development.

Thank you and we look forward to receiving your information/applications through the correct channels.

Kind Regards

Kate

Customer Service Coordinator - Planning and Land Development

Customer Experience

A 363 Wellington St. Perth 6000 | **T** 13 10 87

E planning.land.development.referrals@westernpower.com.au

Ngala kaaditj Noongar moort keyen kaadak nidja boodja.

Western Power acknowledges the Traditional Owners of the lands on which we operate, and recognises their continuing connection to lands, waters and communities.

Electricity Networks Corporation, trading as Western Power

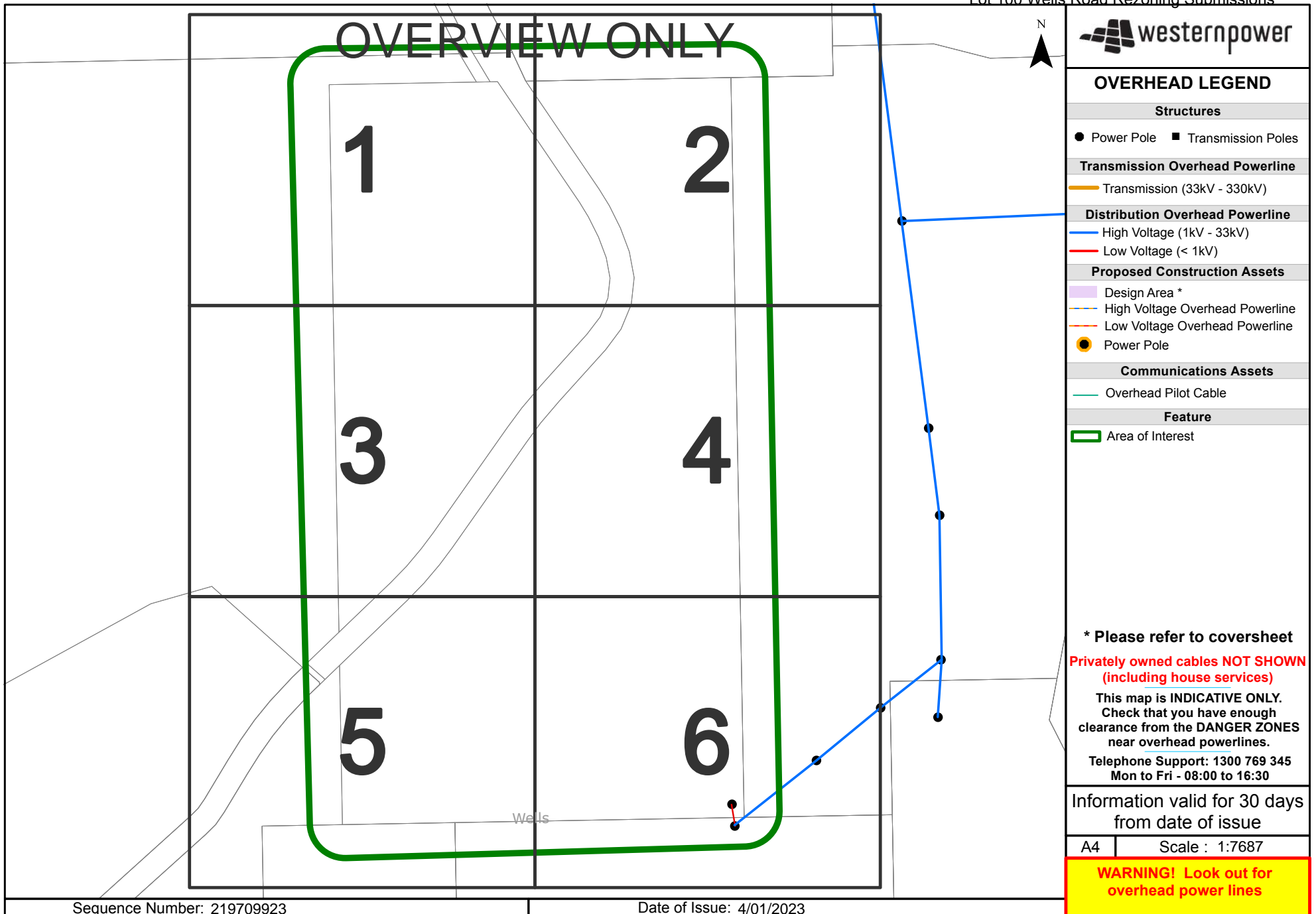
ABN: 18 540 492 861

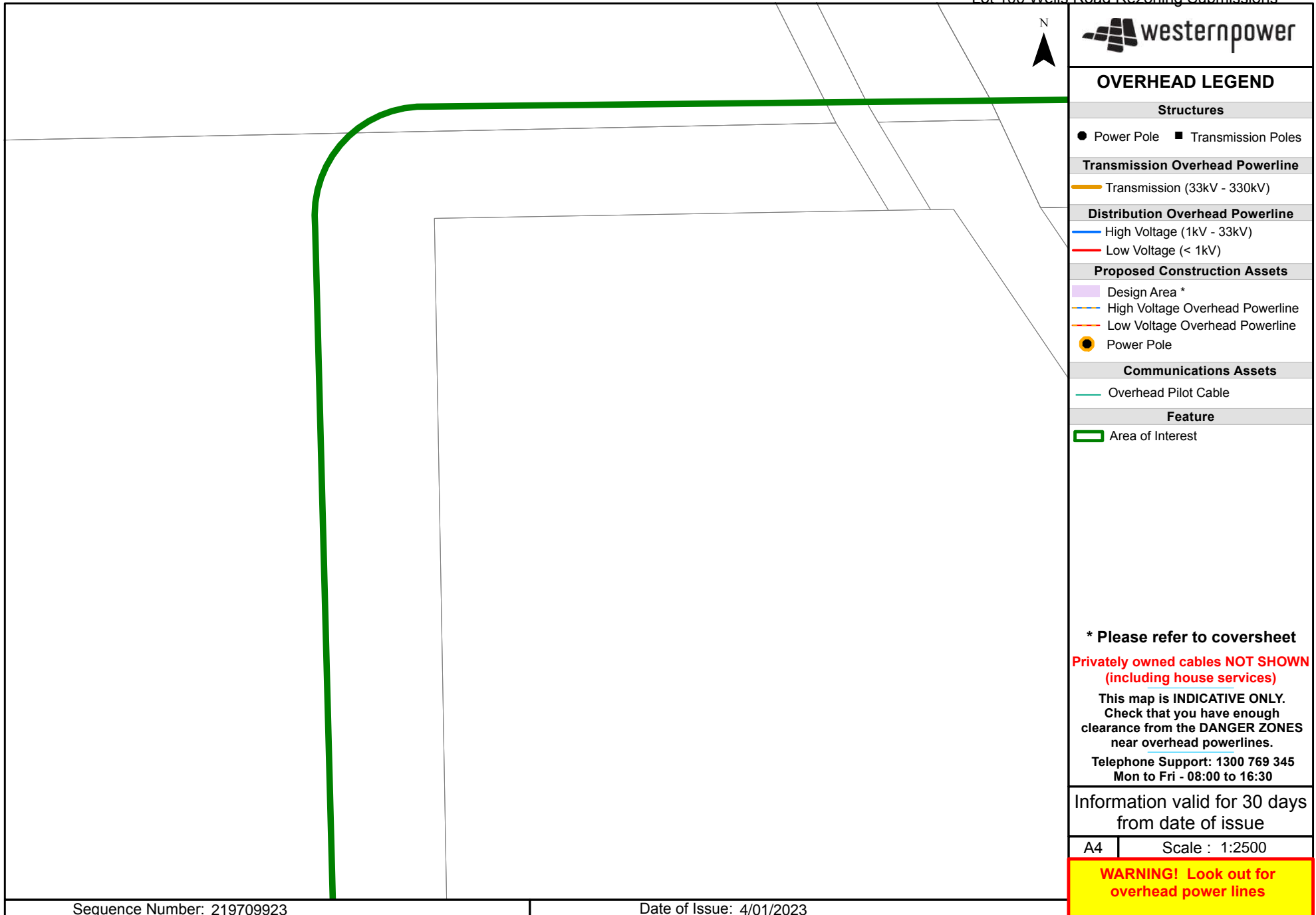
TO THE ADDRESSEE - this email is for the intended addressee only and may contain information that is confidential. If you have received this email in error, please notify us immediately by return email or by telephone. Please also destroy this message and any electronic or hard copies of this message.

Any claim to confidentiality is not waived or lost by reason of mistaken transmission of this email.

Unencrypted email is not secure and may not be authentic. Western Power cannot guarantee the accuracy, reliability, completeness or confidentiality of this email and any attachments.

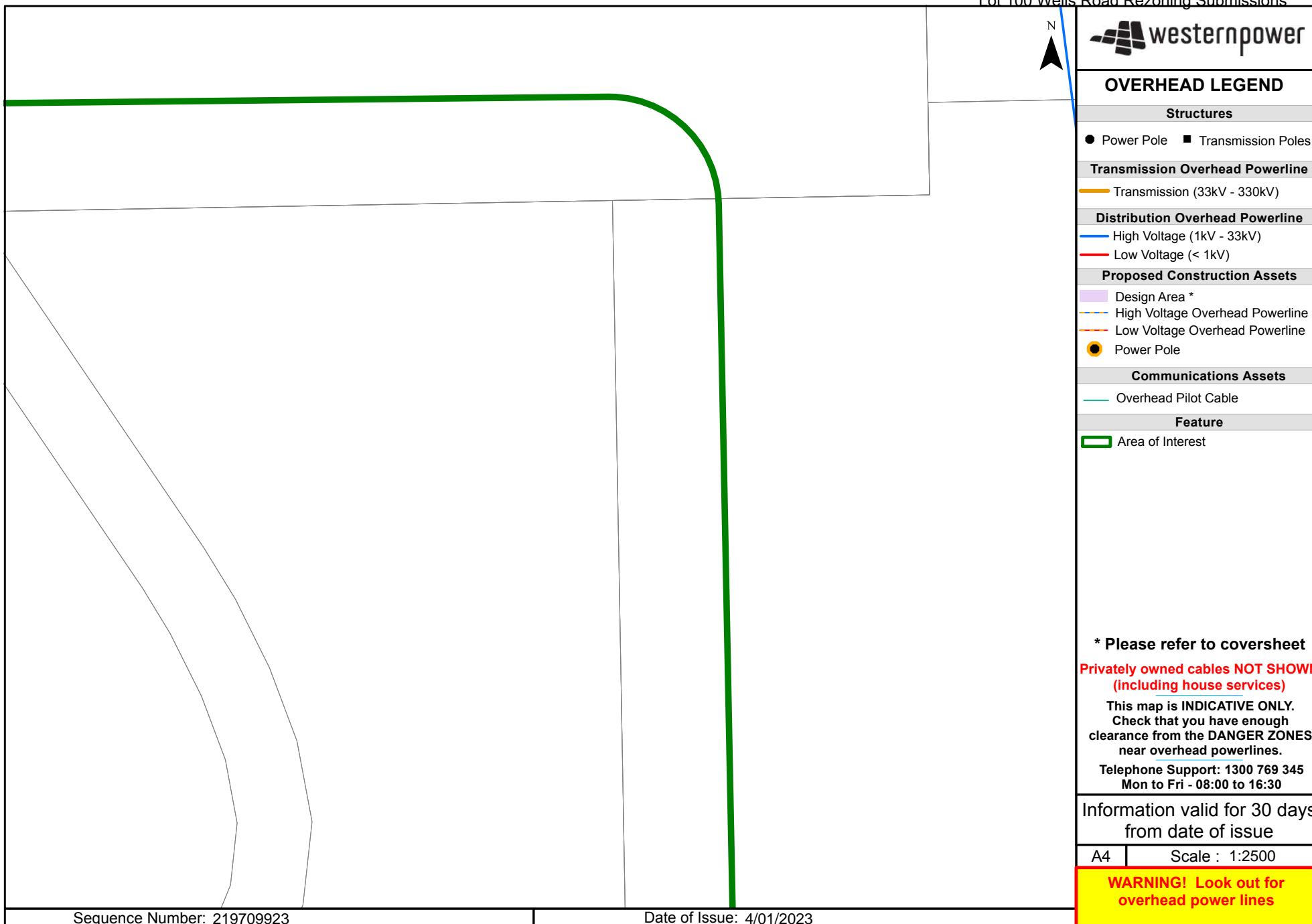
VIRUSES - Western Power scans all outgoing emails and attachments for viruses, however it is the recipient's responsibility to ensure this email is free of viruses.





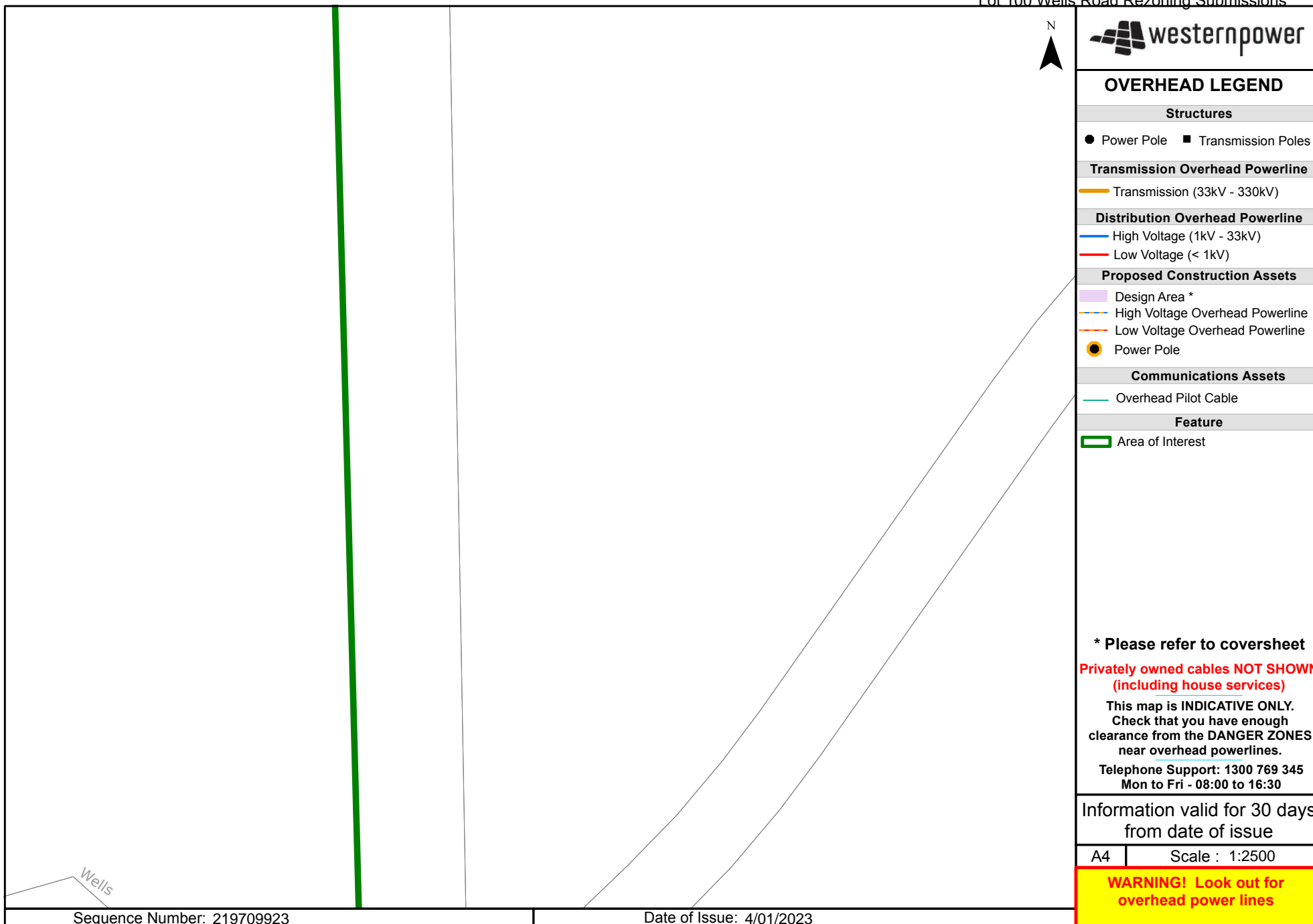
Sequence Number: 219709923

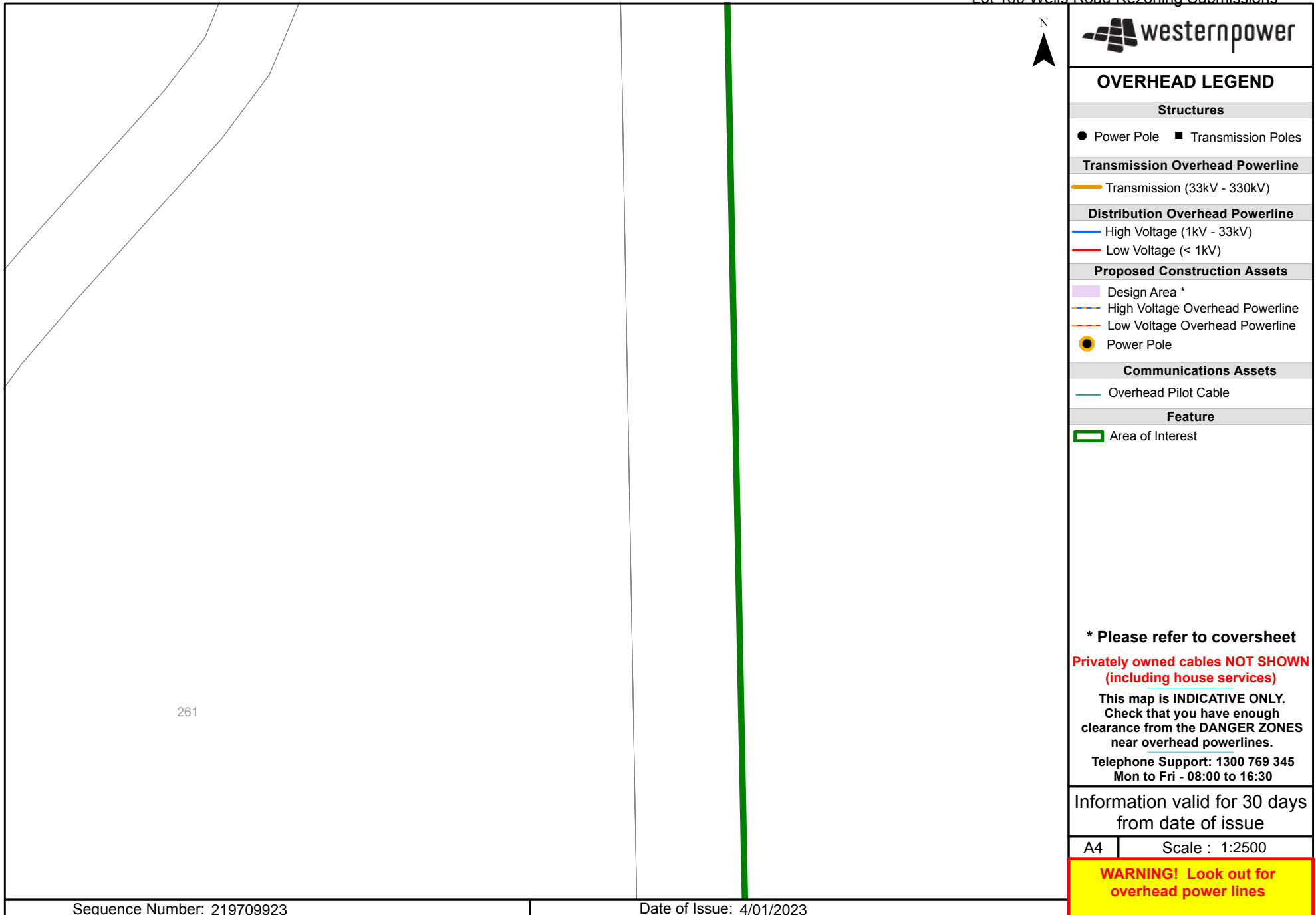
Date of Issue: 4/01/2023



Sequence Number: 219709923

Date of Issue: 4/01/2023





OVERHEAD LEGEND

Structures

- Power Pole
- Transmission Poles

Transmission Overhead Powerline

- Transmission (33kV - 330kV)

Distribution Overhead Powerline

- High Voltage (1kV - 33kV)
- Low Voltage (< 1kV)

Proposed Construction Assets

- Design Area *
- High Voltage Overhead Powerline
- Low Voltage Overhead Powerline
- Power Pole

Communications Assets

- Overhead Pilot Cable

Feature

- Area of Interest

*** Please refer to coversheet**

**Privately owned cables NOT SHOWN
(including house services)**

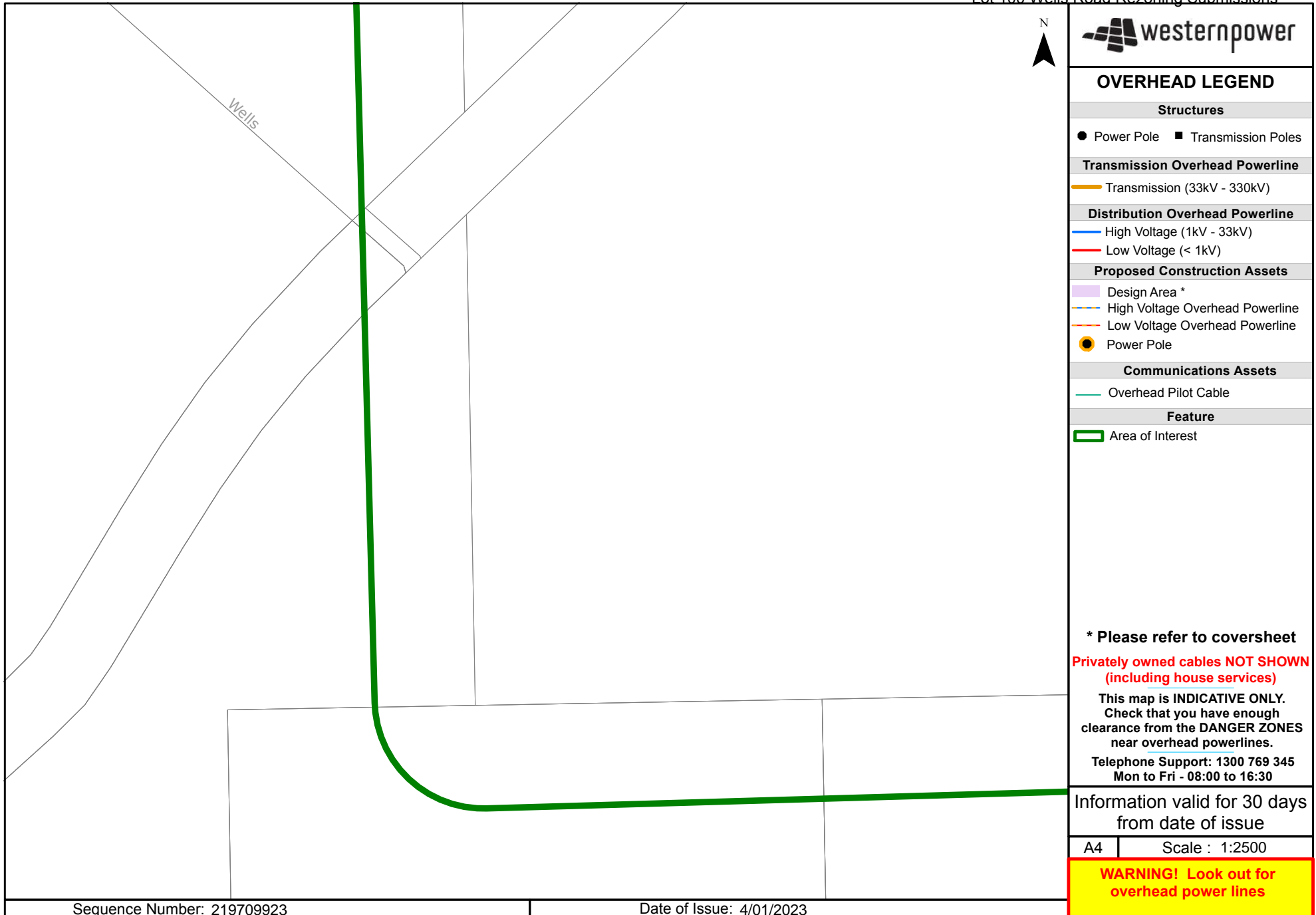
**This map is INDICATIVE ONLY.
Check that you have enough
clearance from the DANGER ZONES
near overhead powerlines.**

**Telephone Support: 1300 769 345
Mon to Fri - 08:00 to 16:30**

**Information valid for 30 days
from date of issue**

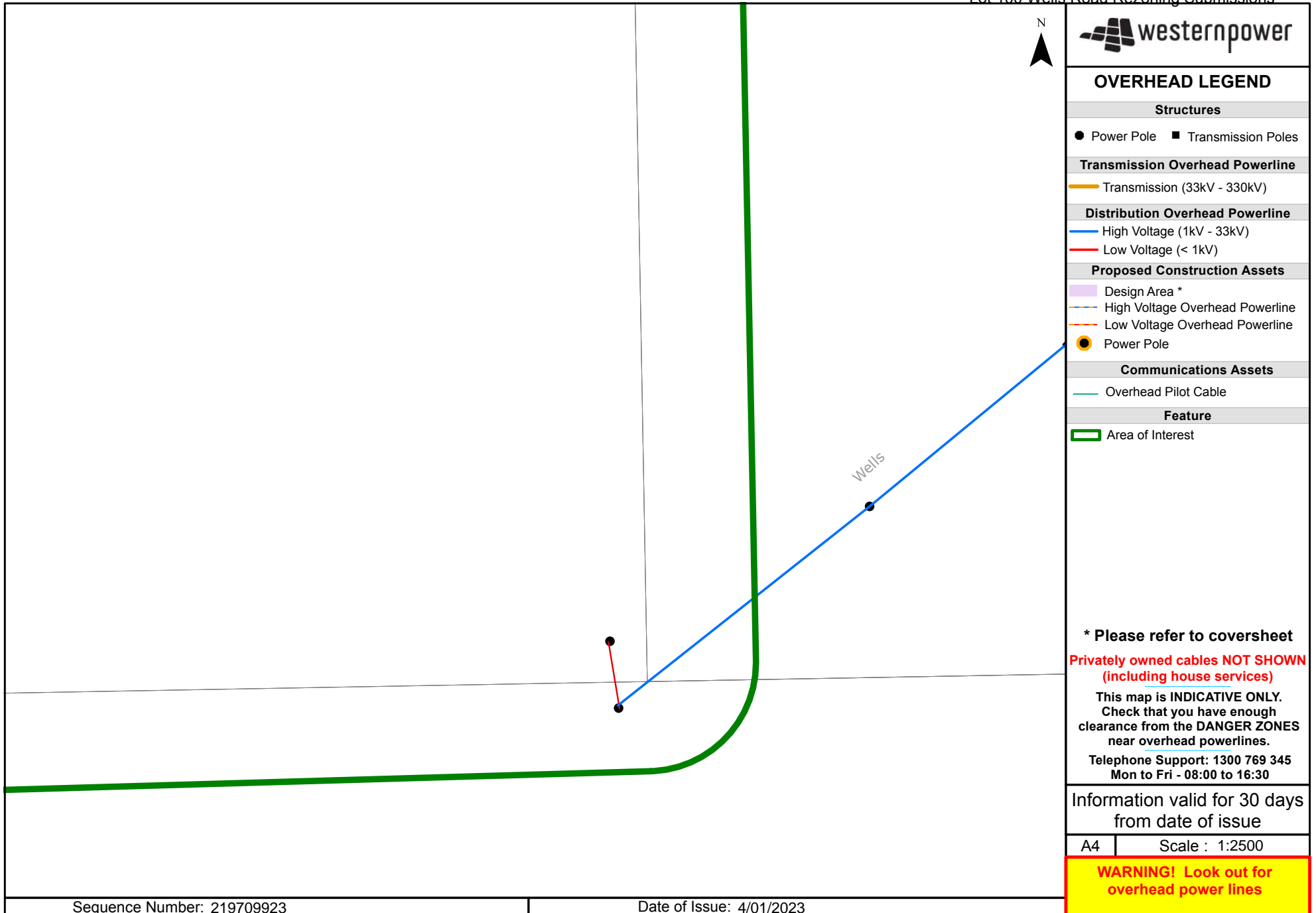
A4 Scale : 1:2500

**WARNING! Look out for
overhead power lines**



Sequence Number: 219709923

Date of Issue: 4/01/2023



Schedule of Submissions - Shire of Chapman Valley Local Planning Scheme No.3 - Scheme Amendment No.2 Lot 100 (DP32726) 'Wells Road', Howatharra				
Submission No. & Date Received	Respondent	Nature of Submission	Comment	Recommendation
1 (21/11/22)	Main Roads WA	<i>No objection</i> MRWA does not have any objection to the Scheme Amendment.	No additional comment	Note submission.
2 (25/11/22)	Water Corporation	<i>No objection</i> Proposal does not appear to effect Water Corporation assets. Water Corporation has no objection.	No additional comment	Note submission.
3 (1/12/22)	Department of Primary Industries & Regional Development	<i>No objection</i> DPIRD supports the removal of Lot 100 from the buffer/Special Control Area as the Scheme Amendment is in accordance with the other strategic planning documents; the Shire of Chapman Valley Local Planning Strategy, the Oakajee Industrial Estate Structure Plan, and the Greater Geraldton Structure Plan.	No additional comment	Note submission.
4 (8/12/22)	Department of Biodiversity, Conservation & Attractions	<i>No objection</i> DBCA has no comments to provide on this proposal. Thank you for the opportunity to review.	No additional comment	Note submission
5 (22/12/22)	Heritage Council of WA	<i>No objection</i> It is noted that a portion of Lot 100 falls within the proposed curtilage for P12059-Geraldton to Northampton Railway Precinct which is currently at the consultation stage for proposed entry on the State Register of Heritage Places. The proposed amendment has been considered for its potential impact on the above place. It is noted that the proposed amendment corrects a cartographic error associated with the boundary of the 'Special Control Area 1 Oakajee Industrial Zone and Buffer (SCA1)' zoning. The proposal to correct the error and return Lot 100 to a 'Rural' zoning does not present any heritage impact issues in relation to the Geraldton to Northampton Railway Precinct.	The former Geraldton to Northampton railway line is contained within the Crown Reserve that runs through Lot 100 and is separate to the freehold title of Lot 100. The infrastructure associated with the Geraldton to Northampton railway (now removed) was confined to the Crown Reserve and was not sited within Lot 100. The proposed curtilage, and also the zones of significance (both primary and secondary) as identified upon the maps made available for public comment by the HCWA were confined to the Crown Reserve area only and did not spill over into Lot 100. Council resolved at its 18/8/21 meeting to object to the proposed registration of the former Geraldton-Northampton railway alignment in its entirety upon the State Register of Heritage Places and request that HCWA arrange a meeting with representatives of the Shire of Chapman Valley, City of Greater Geraldton, Shire of Northampton, Development WA and Main Roads WA to discuss this matter further and invite the HCWA to bring for discussion at this meeting individual sites along the former Geraldton-Northampton railway alignment that might be considered to have cultural	Note submission

Schedule of Submissions - Shire of Chapman Valley Local Planning Scheme No.3 - Scheme Amendment No.2 Lot 100 (DP32726) 'Wells Road', Howatharra				
Submission No. & Date Received	Respondent	Nature of Submission	Comment	Recommendation
			<p>heritage significance rather than the entire alignment.</p> <p>At time of writing this meeting has not occurred and the Geraldton to Northampton railway line remains under consideration by the HCWA for entry onto the State Register.</p> <p>Irrespective of the outcome of the separate issue of the Geraldton to Northampton Railway Precinct the proposed rezoning has no impact upon the area under consideration by HCWA.</p>	
6 (30/12/22)	Western Power	<p><i>No objection</i></p> <p>Unfortunately requests for general comments, feedback and approval for proposals can't be provided for without application and the investigation and dialogue that allows. We suggest:</p> <ul style="list-style-type: none"> • Reviewing your query against the processes referred to in our strategic planning web page • Where a change of land use, or permanent road closure will affect our ability to access our infrastructure for maintenance or in an emergency, the original accessway or an alternative must be maintained. Changed access conditions should be communicated via our land entry preferences form. • Use our provided mapping tools and before you dig to locate any assets that would be affected by any proposed change or development, • If there are transmission assets (66,000 volts-330,000 volts) in proximity to your work, apply via our move or remove transmissions and communication assets form, • Ensuring any developers involved are aware that they will need to make an application to deal with any assets that are in the development area as well as for the power requirements for the development. <p>Thank you and we look forward to receiving your information/applications through the correct channels.</p>	<p>The Shire wrote directly to Western Power providing sufficient information for it to be able it to make comment upon this Scheme Amendment.</p> <p>Western Power have chosen to abrogate its responsibility to provide comment to local government in this matter and in other planning matters including scheme reviews, rezonings, development applications, road and ROW closures and general planning enquiries.</p> <p>The Shire has separately undertaken a Dial Before You Dig search that illustrates that the power lines as they directly impact Lot 100 are limited to a 40m long domestic connection from the boundary to the building that exists in the south-eastern most corner of the property. Copy of this Dial Before You Dig search is provided with the Western Power submission to provide background.</p> <p>The rezoning is not considered to impact this power service, and in the event that the landowner seeks to upgrade or amend their power connection at some future time this will be required to be done through their direct approach to Western Power and at their expense, as is standard Western Power practice.</p>	Note submission

10.2 Manager of Finance & Corporate Services

10.2.1	Financial Management Report
Department	Finance, Governance & Corporate Services Finance
Author	Dianne Raymond
Reference(s)	307.00
Attachment(s)	1. December 22 Financial Management Report [10.2.1.1 - 62 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council receives the financial management report supplied under separate cover for the month of December 2022 comprising the following:

Statement of Financial Activities by Nature or Type
Budget by Program
Summary of Payments
Credit Card Statement
Bank Reconciliation

Disclosure of Interest

No officer declared an interest under the Local Government Act 1995, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

Local Government (Financial Management) Regulations require monthly statements of financial activity to be reported and presented to Council.

Comment

The financial position at the end of December 2022 is detailed in the monthly management report provided as a separate attachment for Council's review.

Statutory Environment

The report complies with the requirements of the:
Local Government Act 1995 Section 6.4
Local Government (Financial Management) Regulations 1996 Section 34

Policy/Procedure Implications

No Policy or Management Procedure affected.

Financial Implications

No Financial Implications Identified.

As presented in the Financial Management Report for December 2022

Strategic Implications

No significant effect on the LTFP

Strategic Community Plan/Corporate Business Plan Implications

GOVERNANCE & ACCOUNTABILITY

5.1 Ensure governance and administration systems, policies and processes are current and relevant.

5.1.1 Review policy categories and set ongoing accountability for review processes.

Consultation

Not applicable

Risk Assessment

An Insignificant Financial Impact Risk of Level 1 - Which will likely be less than \$1,000.

The associated risk would be the failure to comply with Local Government Financial Regulations requiring monthly reporting of financial activity

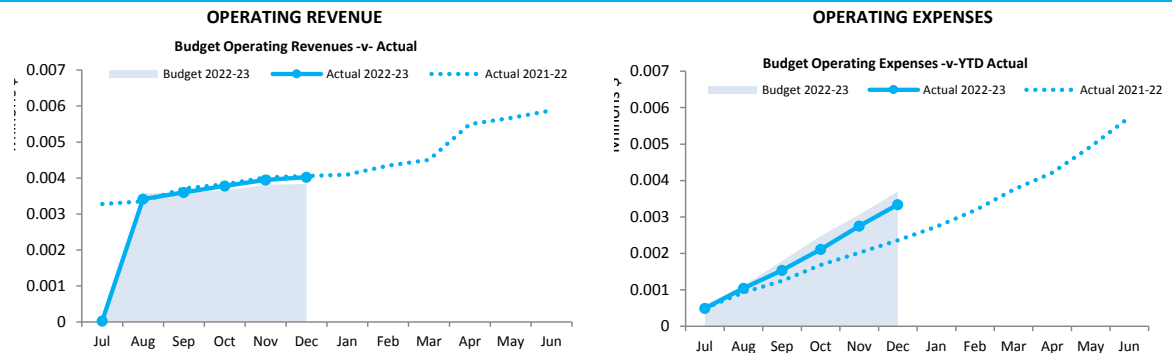
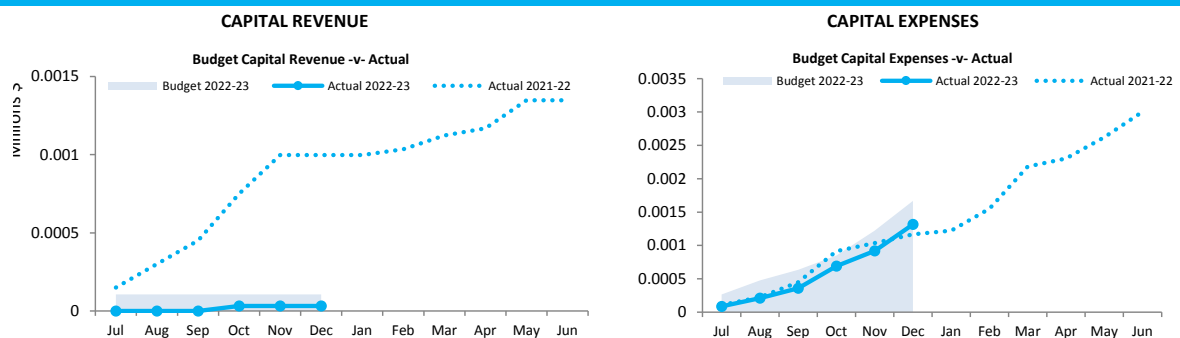
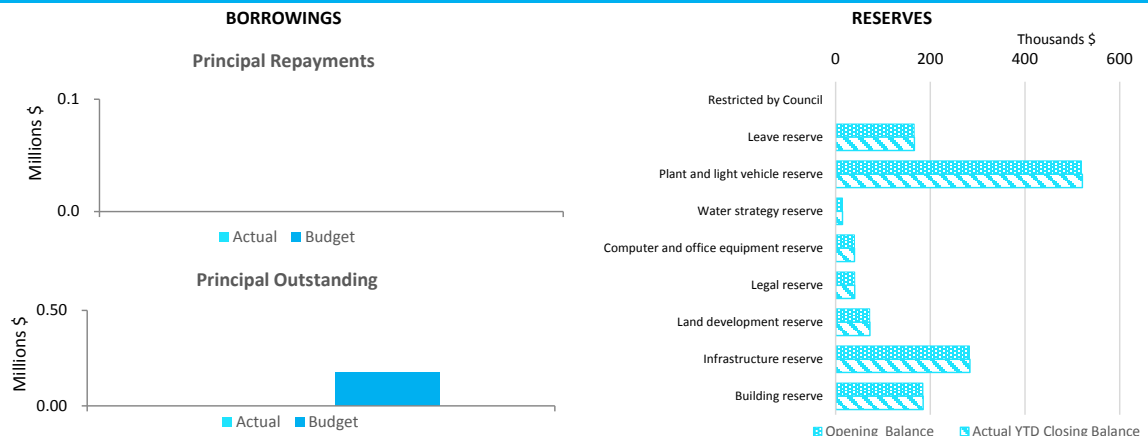
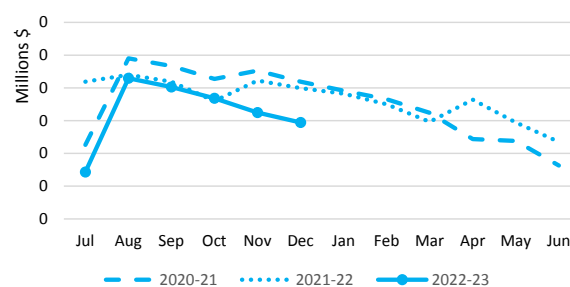
SHIRE OF CHAPMAN VALLEY

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

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

TABLE OF CONTENTS

Statement of Financial Activity by Nature or Type	5
Basis of Preparation	6
Note 1 Statement of Financial Activity Information	7
Note 2 Cash and Financial Assets	8
Note 3 Receivables	9
Note 4 Other Current Assets	10
Note 5 Payables	11
Note 6 Disposal of Assets	12
Note 7 Capital Acquisitions	13
Note 8 Borrowings	15
Note 9 Lease Liabilities	16
Note 10 Reserve Accounts	17
Note 11 Other Current Liabilities	18
Note 12 Operating grants and contributions	19
Note 13 Non operating grants and contributions	20
Note 14 Trust Fund	21
Note 15 Budget Amendments	22
Note 16 Explanation of Material Variances	23

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022****SUMMARY INFORMATION - GRAPHS****OPERATING ACTIVITIES****INVESTING ACTIVITIES****FINANCING ACTIVITIES****Closing funding surplus / (deficit)**

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022****EXECUTIVE SUMMARY****Funding surplus / (deficit) Components**

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.82 M	\$1.82 M	\$2.19 M	\$0.37 M
Closing	\$0.00 M	\$2.04 M	\$2.95 M	\$0.91 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$4.82 M	% of total
Unrestricted Cash	\$3.49 M	72.5%
Restricted Cash	\$1.32 M	27.5%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.58 M	% Outstanding
Trade Payables	\$0.32 M	
0 to 30 Days		99.8%
Over 30 Days		0.2%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$0.07 M	% Collected
Rates Receivable	\$0.49 M	84.8%
Trade Receivable	\$0.07 M	% Outstanding
Over 30 Days		46.6%
Over 90 Days		45.1%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.46 M	\$1.20 M	\$1.81 M	\$0.61 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$3.05 M	% Variance
YTD Budget	\$3.05 M	(0.1%)

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$0.60 M	% Variance
YTD Budget	\$0.48 M	24.8%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.32 M	% Variance
YTD Budget	\$0.28 M	13.7%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.47 M)	(\$1.18 M)	(\$1.04 M)	\$0.14 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.03 M	%
Adopted Budget	\$0.11 M	(69.2%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.32 M	% Spent
Adopted Budget	\$3.50 M	(62.4%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.24 M	% Received
Adopted Budget	\$0.93 M	(74.2%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.19 M	\$0.20 M	(\$0.01 M)	(\$0.21 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$1.32 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.05 M

Refer to Note 9 - Lease Liabilities

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

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

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

NATURE OR TYPE DESCRIPTIONS**EXPENSES****EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

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

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,816,325	1,816,325	2,188,065	371,740	20.47%	▲
Revenue from operating activities							
Rates		3,049,621	3,049,621	3,046,947	(2,674)	(0.09%)	
Operating grants, subsidies and contributions	12	3,021,405	482,428	601,847	119,419	24.75%	▲
Fees and charges		357,252	284,259	323,293	39,034	13.73%	▲
Interest earnings		14,615	10,066	28,348	18,282	181.62%	▲
Other revenue		17,374	8,692	5,882	(2,810)	(32.33%)	
Profit on disposal of assets	6	55,876	0	17,200	17,200	0.00%	▲
		6,516,143	3,835,066	4,023,517	188,451	4.91%	
Expenditure from operating activities							
Employee costs		(2,428,051)	(1,104,241)	(919,302)	184,939	16.75%	▲
Materials and contracts		(3,154,631)	(1,259,231)	(1,068,475)	190,756	15.15%	▲
Utility charges		(65,969)	(29,839)	(24,607)	5,232	17.53%	
Depreciation on non-current assets		(2,132,983)	(1,066,494)	(1,124,181)	(57,687)	(5.41%)	
Interest expenses		(2,456)	(1,224)	(787)	437	35.70%	
Insurance expenses		(184,624)	(183,626)	(180,840)	2,786	1.52%	
Other expenditure		(128,136)	(55,724)	(3,007)	52,717	94.60%	▲
Loss on disposal of assets	6	(19,302)	0	(19,279)	(19,279)	0.00%	▼
		(8,116,152)	(3,700,379)	(3,340,478)	359,901	(9.73%)	
Non-cash amounts excluded from operating activities	1(a)	2,058,909	1,066,494	1,126,259	59,765	5.60%	
Amount attributable to operating activities		458,900	1,201,181	1,809,298	608,117	50.63%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	928,620	384,260	240,000	(144,260)	(37.54%)	▼
Proceeds from disposal of assets	6	106,304	106,304	32,721	(73,583)	(69.22%)	▼
Payments for property, plant and equipment and infrastructure	7	(3,502,148)	(1,668,346)	(1,315,337)	353,009	21.16%	▲
Amount attributable to investing activities		(2,467,224)	(1,177,782)	(1,042,616)	135,166	(11.48%)	
Financing Activities							
Proceeds from new debentures	8	175,000	175,000	0	(175,000)	(100.00%)	▼
Transfer from reserves	10	250,000	250,000	0	(250,000)	(100.00%)	▼
Payments for principal portion of lease liabilities	9	(7,886)	0	(3,912)	(3,912)	0.00%	
Transfer to reserves	10	(225,115)	(225,115)	(4,741)	220,374	97.89%	▲
Amount attributable to financing activities		191,999	199,885	(8,653)	(208,538)	(104.33%)	
Closing funding surplus / (deficit)	1(c)	0	2,039,609	2,946,094	906,485	(44.44%)	▲

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022****BASIS OF PREPARATION****BASIS OF PREPARATION**

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

SIGNIFICANT ACCOUNTING POLICIES**CRITICAL ACCOUNTING ESTIMATES**

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

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

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 December 2022

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022****NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION****(a) Non-cash items excluded from operating activities**

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(55,876)	0	(17,200)
Less: Movement in liabilities associated with restricted cash		0	0	0
Less: Fair value adjustments to financial assets at amortised cost		0	0	0
Movement in pensioner deferred rates (non-current)		0	0	0
Movement in employee benefit provisions		(37,500)	0	0
Movement in lease liabilities (non-current)		0	0	0
Movement in other provisions (non-current)		0	0	(1)
Add: Loss on asset disposals	6	19,302	0	19,279
Add: Depreciation on assets		2,132,983	1,066,494	1,124,181
Total non-cash items excluded from operating activities		2,058,909	1,066,494	1,126,259

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

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

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 December 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(1,293,181)	(1,318,066)	(1,322,807)
Add: Borrowings	8	175,000	0	0
Add: Provisions employee related provisions	11	165,383	418,331	418,331
Add: Lease liabilities	9	7,886	7,886	7,886
Total adjustments to net current assets		(944,912)	(891,849)	(896,590)

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

Current assets				
Cash and cash equivalents	2	4,941,705	4,941,705	4,815,842
Rates receivables	3	218,737	218,737	494,291
Receivables	3	2,848	2,848	67,327
Other current assets	4	6,767	15,835	28,942
Less: Current liabilities				
Payables	5	(1,434,010)	(1,071,338)	(579,540)
Contract liabilities	11	(601,656)	(601,656)	(557,961)
Lease liabilities	9	(7,886)	(7,886)	(7,886)
Provisions	11	(365,268)	(418,331)	(418,331)
Less: Total adjustments to net current assets	1(b)	(944,912)	(891,849)	(896,590)
Closing funding surplus / (deficit)		1,816,325	2,188,065	2,946,094

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution
		\$	\$	\$	\$	
Cash on hand						
Municipal Account	Cash and cash equivalents	266,872	0	266,872		Westpac Banking Corporation
Petty Cash	Cash and cash equivalents	700	0	700		Westpac Banking Corporation
Municipal Investment Account	Cash and cash equivalents	3,225,463	0	3,225,463		Westpac Banking Corporation
Leave Reserve	Cash and cash equivalents	0	166,336	166,336		Westpac Banking Corporation
Water Strategy Reserve	Cash and cash equivalents	0	14,299	14,299		Westpac Banking Corporation
Plant/Light Vehicle Reserve	Cash and cash equivalents	0	521,193	521,193		Westpac Banking Corporation
Computer & Office Equipment Reserve	Cash and cash equivalents	0	39,915	39,915		Westpac Banking Corporation
Legal Reserve	Cash and cash equivalents	0	40,189	40,189		Westpac Banking Corporation
Land Development Reserve	Cash and cash equivalents	0	72,372	72,372		Westpac Banking Corporation
Infrastructure Reserve	Cash and cash equivalents	0	283,612	283,612		Westpac Banking Corporation
Building Reserve	Cash and cash equivalents	0	184,891	184,891		Westpac Banking Corporation
Trust Account	Cash and cash equivalents	0	0	0	159,943	Westpac Banking Corporation
Total		3,493,035	1,322,807	4,815,842	159,943	
Comprising						
Cash and cash equivalents		3,493,035	1,322,807	4,815,842	159,943	
		3,493,035	1,322,807	4,815,842	159,943	

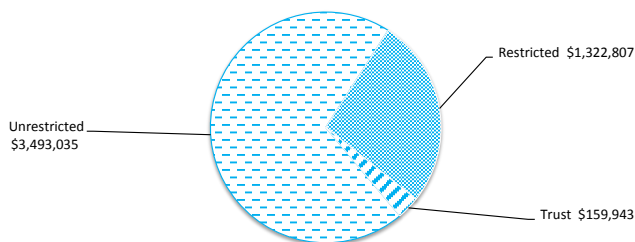
KEY INFORMATION

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

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

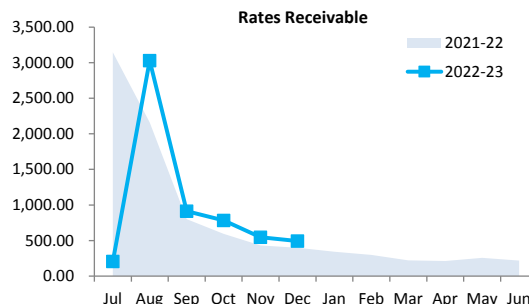
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 Jun 2022	31 Dec 2022
	\$	\$
Opening arrears previous years	97,209	213,887
Levied this year	2,946,952	3,046,947
Less - collections to date	(2,830,274)	(2,766,543)
Gross rates collectable	213,887	494,291
Net rates collectable	213,887	494,291
% Collected	93%	84.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,918)	5,493	0	100	3,022	6,697
Percentage	(28.6%)	82%	0%	1.5%	45.1%	
Balance per trial balance						
Sundry receivable						6,697
GST receivable						60,630
Total receivables general outstanding						67,327

Amounts shown above include GST (where applicable)

KEY INFORMATION

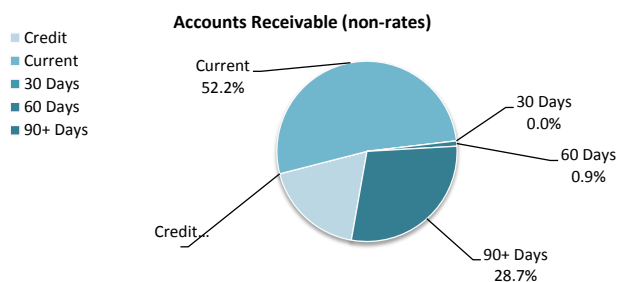
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



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

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 December 2022
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	6,767	358	0	7,125
Other Assets				
Prepayments	9,068	12,749	0	21,817
Total other current assets	15,835	13,107	0	28,942
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

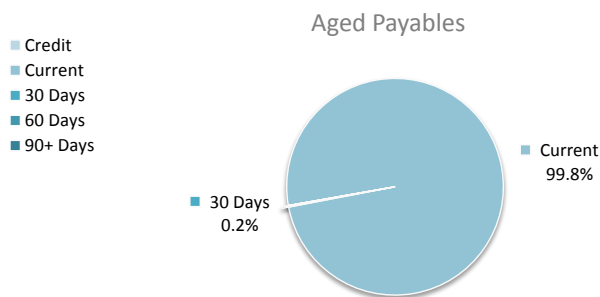
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

OPERATING ACTIVITIES
NOTE 5
PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	319,070	745	0	5	319,820
Percentage	0%	99.8%	0.2%	0%	0%	
Balance per trial balance						
Sundry creditors						319,820
Accrued salaries and wages						56,985
ATO liabilities						40,780
Receipts in advance						59,876
Accrued expenditure						6,600
Bonds and deposits						61,515
ESL Payable						33,964
Total payables general outstanding						579,540
Amounts shown above include GST (where applicable)						

KEY INFORMATION

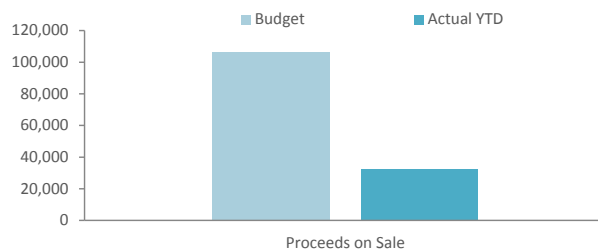
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised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



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

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	P35 Caterpillar Primemover	16,428	50,000	33,572	0	0	0	0	0
	P43 Ford Ranger PX	4,500	8,304	3,804	0	1,500	9,091	7,591	0
	P45 Water Tanker Trailer	29,302	10,000	0	(19,302)	0	0	0	0
	P48 Mazda BT-50	4,500	10,000	5,500	0	1,300	10,909	9,609	0
	P55 Mitsubishi Triton	4,500	13,000	8,500	0	0	0	0	0
	P65 Ford Ranger XLT	10,500	15,000	4,500	0	0	0	0	0
	Other property and services								
	3269 & 3271 Chapman Valley Road	0	0	0	0	32,000	12,721	0	(19,279)
		69,730	106,304	55,876	(19,302)	34,800	32,721	17,200	(19,279)



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022****INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land and buildings	773,480	53,500	148,206	94,706
Plant and equipment	727,104	157,000	91,004	(65,996)
Infrastructure - roads	2,001,564	1,457,846	1,076,127	(381,719)
Payments for Capital Acquisitions	3,502,148	1,668,346	1,315,337	(353,009)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	928,620	384,260	240,000	(144,260)
Borrowings	175,000	175,000	0	(175,000)
Other (disposals & C/Fwd)	106,304	106,304	32,721	(73,583)
Cash backed reserves				
Leave reserve	0	0	0	0
Plant and light vehicle reserve	(150,000)	0	0	0
Water strategy reserve	0	0	0	0
Computer and office equipment reserve	0	0	0	0
Legal reserve	0	0	0	0
Land development reserve	0	0	0	0
Infrastructure reserve	0	0	0	0
Building reserve	(100,000)	0	0	0
Contribution - operations	2,542,224	1,002,782	1,042,616	39,834
Capital funding total	3,502,148	1,668,346	1,315,337	(353,009)

SIGNIFICANT ACCOUNTING POLICIES

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

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

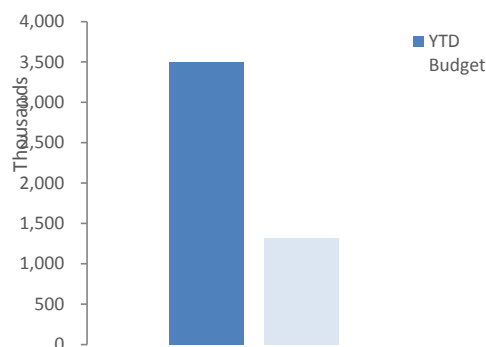
Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

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

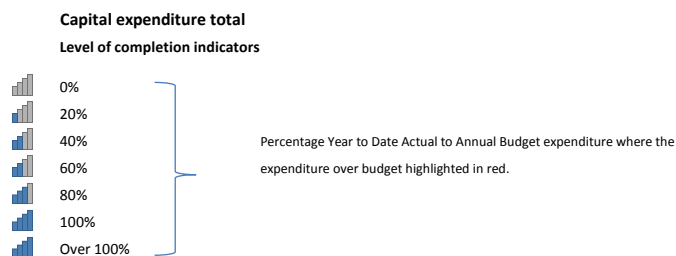
Initial recognition and measurement between**mandatory revaluation dates for assets held at fair value**

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

Payments for Capital Acquisitions

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

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)**



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

Ledger Account	Account Description	Adopted		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
0564	Building Improvements (Governance)	57,700	17,500	11,107	(6,393)
2644	Land & Buildings Purchases (Public Halls)	139,343	20,000	137,099	117,099
2834	Land & Building Purchases (Other Recreation & Culture)	385,437	0	0	0
3104	Plant & Equipment Purchases (Community Amenities)	15,000	0	0	0
3264	Depot Construction (Transport)	191,000	16,000	0	(16,000)
3554	Plant & Equipment Purchases (Transport)	697,104	142,000	91,004	(50,996)
7074	Plant & Equipment Purchases (Swimming Areas & Beaches)	15,000	15,000	0	(15,000)
3114	Capital Roadworks Program Purchases (Transport)	2,001,564	1,457,846	1,076,127	(381,719)
		3,502,148	1,668,346	1,315,337	(353,009)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022****FINANCING ACTIVITIES
NOTE 8
BORROWINGS****Repayments - borrowings**

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport										
Depot Building	99	0	0	175,000	0	0	0	175,000	0	0
Total		0	0	175,000	0	0	0	175,000	0	0
Current borrowings		0					0			
Non-current borrowings		0					0			
		0					0			

All debenture repayments were financed by general purpose revenue.

New borrowings 2022-23

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Depot Building - Loan 99	0	175,000	WBC	Fixed Rate	5	18,397	3.7	0	175,000	0
	0	175,000				18,397		0	175,000	0

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

KEY INFORMATION

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022****FINANCING ACTIVITIES****NOTE 9****LEASE LIABILITIES****Movement in carrying amounts**

Information on leases		1 July 2022	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities										
Nabawa Fuel Station	LE01	50,495	0	0	(3,912)	(7,886)	46,583	42,609	(633)	(1,206)
Total		50,495	0	0	(3,912)	(7,886)	46,583	42,609	(633)	(1,206)
Current lease liabilities		7,886					3,974			
Non-current lease liabilities		42,608					42,609			
		50,494					46,583			

KEY INFORMATION

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022****OPERATING ACTIVITIES
NOTE 10
RESERVE ACCOUNTS****Reserve accounts**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave reserve	165,740	10	596	0	0	0	0	165,750	166,336
Plant and light vehicle reserve	519,325	50	1,868	50,000	0	(150,000)	0	419,375	521,193
Water strategy reserve	14,248	5	51	0	0	0	0	14,253	14,299
Computer and office equipment reserve	39,772	5	143	125,000	0	0	0	164,777	39,915
Legal reserve	40,045	5	144	0	0	0	0	40,050	40,189
Land development reserve	72,113	5	259	0	0	0	0	72,118	72,372
Infrastructure reserve	282,595	15	1,017	0	0	0	0	282,610	283,612
Building reserve	184,228	20	663	50,000	0	(100,000)	0	134,248	184,891
	1,318,066	115	4,741	225,000	0	(250,000)	0	1,293,181	1,322,807

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Purpose of the reserve
Leave reserve	To be used to fund annual and long service leave requirements.
Plant and light vehicle reserve	To be used for the purchase of and/or major repair of major plant and light vehicles.
Water strategy reserve	To be used for the construction and operational costs of facilities for fire fighting purposes.
Computer and office equipment reserve	To be used to replace Information and Communications Technology equipment.
Legal reserve	To be used to fund legal expenses incurred as a result of tribunals, hearings, litigation etc.
Land development reserve	To be used for further subdivisional development in the Shire of Chapman Valley.
Infrastructure reserve	To be used to fund road and building infrastructure projects, including yet not limited to, natural disasters upfront or insurance excess costs, annual roadworks maintenance and construction works.
Building reserve	To be used for the construction of shire buildings or capital upgrades of existing buildings, including yet not limited to, covering insurance excess component of claims for repair/replace buildings.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 December 2022
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		601,656	0	798,151	(841,846)	557,961
Total other liabilities		601,656	0	798,151	(841,846)	557,961
Employee Related Provisions						
Annual leave		236,284	0	0	0	236,284
Long service leave		182,047	0	0	0	182,047
Total Employee Related Provisions		418,331	0	0	0	418,331
Total other current assets		1,019,987	0	798,151	(841,846)	976,292
Amounts shown above include GST (where applicable)						

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

KEY INFORMATION

Provisions

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

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

NOTE 12
OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Dec 2022	Current Liability 31 Dec 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Financial Assistance Grants (Local Roads Funding)	0	146,763	(146,763)	0	0	272,000	136,000	146,763
Financial Assistance Grants (General Purpose)	0	59,305	(59,305)	0	0	308,410	154,205	59,305
Law, order, public safety								
DFES Grant Income	0	4,102	(4,102)	0	0	19,500	6,500	4,102
Community amenities								
Australian Sports Commission & Queens Jubilee	53,500	0	(48,000)	5,500	5,500	53,500	5,500	48,000
Meerilinga Young Childrens Week Grant	0	1,100	(1,100)	0	0	0	0	1,100
Dept of Community - Volunteer Day	0	1,650	(1,650)	0	0	0	0	1,650
Recreation and culture								
LRCIP 3 (A)	365,437	0	0	365,437	365,437	365,437	0	0
LRCIP 3 (B)	0	0	0	0	0	730,874	0	0
Transport								
Main Roads WA Direct Grant	0	150,902	(150,902)	0	0	147,724	147,724	150,902
Regional Road Group & LRCIP 3 (Coro Beach Rd)	182,719	0	(159,319)	23,400	23,400	829,060	0	159,319
	601,656	363,822	(571,141)	394,337	394,337	2,726,505	449,929	571,141
Operating contributions								
General purpose funding								
Ex Gratia Rates	0	10,664	(10,664)	0	0	10,000	10,000	10,664
Recreation and culture								
Insurance Reimbursements (Cyclone Seroja)	0	0	0	0	0	252,400	0	0
Transport								
Hudson Resources Contribution (Dartmoor Rd)	0	0	0	0	0	12,500	12,500	0
Other property and services								
Diesel Fuel Rebate	0	20,041	(20,041)	0	0	20,000	9,999	20,041
	0	30,705	(30,705)	0	0	294,900	32,499	30,705
TOTALS	601,656	394,527	(601,846)	394,337	394,337	3,021,405	482,428	601,846

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

NOTE 13
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Dec 2022	Current Liability 31 Dec 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Transport								
Main Roads WA Regional Road Group Funding	0	403,624	(240,000)	163,624	163,624	600,000	180,000	240,000
Roads to Recovery Funding	0	0	0	0	0	328,620	204,260	0
TOTALS	0	403,624	(240,000)	163,624	163,624	928,620	384,260	240,000

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022****NOTE 14
TRUST FUND**

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

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 31 Dec 2022
	\$	\$	\$	\$
Contributions from Sub Divider	150,357	0	0	150,357
CTF Levy	1,515	4,410	(1,972)	3,953
Building Commission	1,439	4,428	(1,834)	4,033
Unclaimed Monies	0	1,600	0	1,600
	153,311	10,438	(3,806)	159,943

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

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of variances	
			Timing	Permanent
	\$	%		
Opening funding surplus / (deficit)	371,740	20.47%	▲	
Revenue from operating activities				
Operating grants, subsidies and contributions	119,419	24.75%	▲ Timing	
Fees and charges	39,034	13.73%	▲ Timing	
Interest earnings	18,282	181.62%	▲	Permanent
Profit on disposal of assets	17,200	0.00%	▲	
Expenditure from operating activities				
Employee costs	184,939	16.75%	▲ Timing	
Materials and contracts	190,756	15.15%	▲ Timing	
Depreciation on non-current assets	(57,687)	(5.41%)	Timing	
Other expenditure	52,717	94.60%	▲ Timing	
Loss on disposal of assets	(19,279)	0.00%	▼ Timing	
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(144,260)	(37.54%)	▼	
Proceeds from disposal of assets	(73,583)	(69.22%)	▼ Timing	
Payments for property, plant and equipment and infrastr	353,009	21.16%	▲ Timing	
Financing activities				
Proceeds from new debentures	(175,000)	(100.00%)	▼ Timing	
Transfer from reserves	(250,000)	(100.00%)	▼ Timing	
Transfer to reserves	220,374	97.89%	▲ Timing	
Closing funding surplus / (deficit)	906,485	(44.44%)	▲	Permanent

Internal working documents Budget by Program			
	2022/2023 Full Year Original Budget 30-June-2023	Last Years Actual YTD For the period ending 30-June-2022	Last Years Full Year Budget For the period ending 30/06/2022
Operating Expenditure			
Governance	129,126	454,467	379,689
General Purpose Funding	54,749	157,228	112,204
Law, Order and Public Safety	117,579	303,992	248,564
Education	0	0	0
Health	7,073	33,152	22,053
Community Amenities	345,836	980,171	608,499
Recreation and Culture	465,468	1,428,520	852,280
Transport	1,969,825	4,258,644	3,108,557
Economic Services	162,051	465,096	311,089
Other Property and Services	69,491	34,882	241,060
Total Expenditure (E)	3,321,199	8,116,153	5,883,994
	2022/2023 Full Year Original Budget 30/06/2023	Last Years Actual YTD For the period ending 30/06/2022	Last Years Full Year Budget For the period ending 30/06/2022
Operating Revenue			
Governance	0	(1,200)	(5,687)
General Purpose Funding	(3,299,123)	(3,665,446)	(4,534,643)
Law, Order and Public Safety	(13,329)	(31,239)	(168,702)
Health	(3,798)	(5,087)	(5,914)
Community Amenities	(281,591)	(275,376)	(202,671)
Recreation and Culture	(60,220)	(1,430,711)	(215,458)
Transport	(569,208)	(1,977,280)	(2,200,720)
Economic Services	(15,769)	(23,425)	(27,279)
Other Property and Services	(1,201)	(35,000)	(49,541)
Total Revenue (R)	(4,244,238)	(7,444,764)	(7,410,613)
Operating (Profit)/Loss (R-E)	(923,039)	671,389	(1,526,619)

Internal 2022/2023 Budget by Program

Prog	General Purpose Funding	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET VARIATION		Budget PROFILE Comments
01	Rate Revenue	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022		>\$10K	
COA	Operating Expenditure							
0022	Rates Legal Expenses	0	0	1,200	0	0		
0032	Rates Stationary/Postage	1,022	2,200	3,500	1,551	1,178		
0062	Sundry Expenses	2	252	500	235	250		
0082	Rates Other Costs	28	498	1,000	107	470		
0132	Valuation Expenses	130	2,550	20,000	12,254	2,420		
0352	Admin Allocation (Rates)	53,443	64,890	129,778	98,051	11,447	*	Budget profile timing
	Total Operating Expenditure	54,626	70,390	155,978	112,198			
COA	Operating Revenue							
0002	Reimbursement (Debtor Refunds)	0	0	0	0	0		
0030	General Rates Income	(3,049,631)	(3,049,621)	(3,049,621)	(2,937,702)	10		
0010	Rates Written Off	0	0	0	0	0		
0012	Legal Fees	0	0	(1,200)	0	0		
0033	Back Rates	1,114	0	0	1,752	(1,114)		
0061	Ex Gratia Rates	(10,665)	(10,000)	(10,000)	(10,273)	665		
0071	Interim Rates Raised	1,571	0	0	(11,003)	(1,571)		
0113	Interest (Overdue Rates)	(8,591)	(4,766)	(9,000)	(13,660)	3,825		
0123	Interest (Rates Instalments)	(4,218)	(5,000)	(5,000)	(5,602)	(782)		
0133	Interest (Deferred Rates)	0	0	0	0	0		
0143	Administration Charges	(3,195)	(3,600)	(3,600)	(3,645)	(405)		
0173	Legal Fees (Recovered)	0	0	0	0	0		
0183	Account Enquiry Charges	(3,900)	(3,000)	(6,000)	(10,060)	900		
	Total Operating Revenue	(3,077,515)	(3,075,987)	(3,084,421)	(2,990,192)			
	Total Rate Revenue	(3,022,890)	(3,005,597)	(2,928,443)	(2,877,994)			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
03	General Purpose Funding							
COA	Operating Expenditure							
9992	Interest & Overdraft Fees	124	624	1,250	6	500		
COA	Operating Revenue	0		0	0	0		
0201	Legal Reserve Income	(144)	0	(5)	(8)	144		
0203	Leave Reserve Income	(596)	(6)	(10)	(25)	590		
0204	Land Development Reserve Income	(259)	0	(5)	(11)	259		
0205	Building Reserve Income	(663)	(12)	(20)	(38)	651		
0206	Roadworks Reserve Income	(1,016)	(6)	(15)	(37)	1,010		
0215	Unspent Grants Reserve Income	0	0	0	0	0		
0223	Water Strategy Reserve Income	(51)	0	(5)	(3)	51		
0233	Grants Commission (Road Funding)	(146,763)	(136,000)	(272,000)	(756,612)	10,763	*	Budget review amending values
0243	Computer and Office Equipment Reserve Income	(143)	0	(5)	(8)	143		
0253	Grants Commission - (General Purpose)	(59,306)	(154,205)	(308,410)	(786,980)	(94,900)	*	Budget review amending values
0273	Plant/Light Vehicle Reserve Income	(1,868)	(24)	(50)	(114)	1,844		
0453	Interest Received (Municipal Account)	(10,799)	(252)	(500)	(615)	10,547	*	Increase to estimated budget value
0506	Landcare Reserve Income	0	0	0	0	0		
	Total Operating Revenue	(221,608)	(290,505)	(581,025)	(1,544,451)			
	Total General Purpose Income	(221,484)	(289,881)	(579,775)	(1,544,445)			
	Total General Purpose Funding	(3,244,374)	(3,295,478)	(3,508,218)	(4,422,439)			

Prog	Governance	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
04	Members of Council							
COA	Operating Expenditure							
0112	Election & Poll Expenses	0	1,500	9,000	7,323	1,500		
0182	Subscriptions & Memberships Expense	28,432	32,000	32,000	26,208	3,568		
0192	Members Conference & Training Expenses	4,276	16,843	20,000	11,443	12,567	*	Timing
0202	Members Insurance Expense	14,271	14,698	14,698	13,362	427		
0212	Donations & Sponsorships	2,170	5,000	10,000	5,025	2,830		
0232	Consultancy & Legal Expenses	0	6,000	12,000	0	6,000		
0242	Members Sitting Fees	0	38,968	77,936	70,967	38,968	*	Timing - paid Jan 2023
0252	Members Remuneration Expenses	0	2,200	4,400	4,148	2,200		
0262	President & Deputy Allowances	0	6,250	12,500	12,500	6,250		
0272	Council Chambers Repairs & Maintenance	4,803	6,615	10,500	11,571	1,812		
0332	Furniture & Equipment Expense	0	1,752	3,500	152	1,752		
0442	Admin Allocation (Members)	71,258	86,520	173,038	130,735	15,262	*	Timing
0462	Meeting & Refreshments Expense	3,917	11,273	29,895	17,694	7,356		
1822	Accounting & Audit Expenses	0	0	45,000	46,500	0		
7202	Depreciation (Members)	0	0	0	0	0		
	Total Operating Expenditure	129,126	229,619	454,467	357,628			
COA	Operating Revenue							
1213	Governance Income	0	0	0	(2,998)	0		
COA	Capital Expenditure / Reserve Transfers							
0454	Council Chamber Improvements (NCA)	0	0	0	3,740	0		
	Total Governance	129,126	229,619	454,467	354,631			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22		
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K
05	Other Governance						
COA	Operating Expenditure						
0102	Provision for Long Service Leave	0	0	5,000	1,159	0	
0222	Fringe Benefits Tax	0	22,500	45,000	43,634	22,500	*
0282	Superannuation (Admin)	34,569	38,186	70,921	54,582	3,617	
0292	Salaries Expense (Admin)	292,595	350,028	650,051	613,676	57,433	*
0294	Retention & Attraction Allowances	10,015	11,396	21,168	10,667	1,381	
0312	Council Super Contribution 3% (Admin)	5,013	8,148	15,128	11,046	3,135	
0362	Accrued Annual Leave (Admin)	0	0	0	(27,429)	0	
0372	Workers Compensation Insurance (Admin)	12,910	14,093	14,092	12,811	1,183	
0402	Insurance Expense	10,478	7,298	7,299	6,905	(3,180)	
0422	Office Gardens Expenses	8,346	16,640	34,342	22,605	8,294	
0432	Admin Building Operations	5,809	5,625	7,530	7,305	(184)	
0472	Office Expenses (General)	7,254	8,004	16,000	10,407	750	
0473	Admin Building Repairs & Maintenance	9,262	10,602	21,200	21,498	1,340	
0482	Office Telephone & Internet Expenses	7,031	5,237	12,966	14,280	(1,794)	
0492	Advertising Expenses	899	4,002	8,000	7,205	3,103	
0502	Computer Hardware Service & Repair	22,328	22,248	49,500	49,319	(80)	
0512	Furniture & Equipment Expense	8,032	5,000	11,000	4,322	(3,032)	
0522	Freight & Postage Expense	952	1,752	3,500	1,745	800	
0542	Printing & Stationery Expense	7,973	3,418	13,653	11,963	(4,555)	
0552	Motor Vehicle Expenses	7,622	4,998	10,000	9,149	(2,624)	
0562	Long Service Leave Expense (Admin)	15,315	7,760	15,522	12,706	(7,555)	
0592	Admin Allocation (Other Governance)	(593,814)	(730,992)	(1,461,980)	(1,089,459)	(137,178)	*
0622	Uniform Expense	0	1,038	1,563	731	1,038	
0632	Staff Training, Conference and Recruitment	3,473	14,000	29,500	15,718	10,527	*
0662	Public Liability Insurance	24,883	23,386	23,386	21,260	(1,497)	
0682	Consultancy Fees	22,783	51,500	88,000	49,412	28,717	*
0702	Bank Fees & Charges	5,403	6,332	9,500	8,035	929	
0712	Occupational Health & Safety	7,699	12,698	130,700	5,968	4,999	
0722	Accounting Software Operating Expenditure	43,727	98,500	111,000	50,179	54,773	*
7002	Depreciation (Governance)	19,444	18,228	36,461	35,793	(1,216)	
	Total Operating Expenditure	0	41,625	0	(2,810)		

COA	Operating Revenue						
0383	Minor Income Received (General)	0	(600)	(1,200)	(2,689)	(600)	
1233	Insurance Reimbursement	0	0	0	0	0	
0573	Reimbursements & Contributions	0	0	0	0	0	
1243	Long Service Leave Reimbursement	0	0	0	0	0	
	Total Operating Revenue	0	(600)	(1,200)	(2,689)		
COA	Capital Expenditure / Reserve Transfers						
0364	Office Furniture & Equipment (NCA)	0	0	0	9,497	0	
0351	Transfer from Leave Reserve (Admin) (EQ)	0	0	0	0	0	
0355	Transfer from Building Reserve (EQ)	0	0	0	0	0	
0371	Transfer from Office Equipment Reserve (EQ)	0	0	0	0	0	
0564	Building Improvements (NCA)	11,107	17,500	57,700	3,381	6,393	
0405	Proceeds from Disposal of Assets	0	0	0	0	0	
4750	Transfer to Leave Reserve (EQ)	596	0	0	30,025	(596)	
4785	Transfer from Unspent Grant Fund	0	0	0	0	0	
4770	Transfer to Office & Equipment Reserve (EQ)	143	0	125,000	8	(143)	
4780	Transfer to Plant/Light Vehicle Reserve (EQ)	1,868	0	0	114	(1,868)	
	Total Capital Expenditure / Reserve Transfers	13,714		182,700	43,025		
	Total Administration	13,714	41,025	181,500	37,526		
	Total Governance	142,840	270,644	635,967	392,157		

Prog	Law, Order, Public Safety	31-December-2022	31-December-2022	30-June-2023	30-June-2022			
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
06	Fire Prevention							
COA	Operating Expenditure							
0602	Admin Allocation (Fire Prevention)	5,938	7,212	14,420	10,895	1,274		
0672	Fire Break Inspection Fees	845	2,000	2,000	1,409	1,155		
0762	Ranger Allocation (Fire Prevention)	12,555	22,326	44,651	25,097	9,771		
0832	Emergency Services Levy (Shire Properties)	837	800	800	792	(37)		
0882	Fire Prevention Enforcement Expenditure	0	1,000	1,000	0	1,000		
1023	Motor vehicle Expenses - BRPC Vehicle	0	0	0	3,387	0		
1622	Grant Funded Projects Fire Prevention	0	0	0	15,888	0		
1722	Brigades Operating Expenses							
		27,673	28,058	40,509	39,457	385		
8012	Loss on Sale of Assets	0	0	0	0	0		
7012	Depreciation (Fire Prevention)	32,175	30,942	61,884	60,822	(1,233)		
	Total Operating Expenditure	80,023	92,338	165,264	157,746			
COA	Operating Revenue							
0703	Fines & Penalties Income	(1,000)	(625)	(1,250)	(500)	375		
0713	Emergency Services Levy Administration Fees	(4,000)	(4,000)	(4,000)	(4,000)	0		
0733	DFES Grant Income	(4,102)	(6,500)	(19,500)	(35,974)	(2,398)		
0743	Operating Grants & Contributions							
		0	0	0	(86,325)	0		
0953	Contributions & Reimbursements	0	0	0	(2,400)	0		
0883	Fire Prevention Enforcement Income	0	(500)	(1,000)	0	(500)		
	Total Operating Revenue	(9,102)	(11,625)	(25,750)	(129,199)			
COA	Capital Expenditure / Reserve Transfers							
0745	Transfer from Unspent Grant Reserve (EQ)	0	0	0	0	0		
0754	Plant & Equipment (NCA)	0	0	0	57,113	0		
	Total Capital Expenditure / Reserve Transfers	0	0	0	57,113			
	Total Fire Prevention	70,921	80,713	139,514	85,660			

07	Animal Control	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
0792	Admin Allocation (Animal Control)	11,876	14,418	28,840	21,789	2,542		
0812	Depreciation (Animal Control)	0	0	0	0	0		
0842	Animal Control Expenses	164	640	1,000	366	476		
0852	Ranger Allocation (Animal Control)	11,048	20,670	41,344	22,085	9,622		
	Total Operating Expenditure	23,088	35,728	71,184	44,240			
COA	Operating Revenue							
0843	Impoundment Fees	0	0	(250)	(275)	0		
0853	Dog/Cat Registrations Income	(3,603)	(2,805)	(3,539)	(4,675)	798		
0863	Fines & Penalties	(625)	0	(500)	(3,955)	625		
	Total Operating Revenue	(4,228)	(2,805)	(4,289)	(8,905)			
	Total Animal Control	18,861	32,923	66,895	35,335			

08	Other Law, Order and Public Safety	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
0802	Fines Enforcement Registry	0	600	1,200	0	600		
0862	Community Safety and Crime Prevention	3,420	4,998	10,000	0	1,578		
0902	Ranger Allocation (Other Law and Order)	11,048	20,670	41,344	22,085	9,622		
0962	Miscellaneous Expenses (Other Law and Order)	0	0	15,000	11,803	0		
	Total Operating Expenditure	14,468	26,268	67,544	33,888			
COA	Operating Revenue							
0823	Fines Enforcement Registry Fees & Charges	0	(600)	(1,200)	0	(600)		
0983	Fines & Penalties Levied	0	0	0	0	0		
	Total Operating Revenue	0	(600)	(1,200)	0			
	Total Other Law, Order and Public Safety	14,468	25,668	66,344	33,888			

18	Rangers Expenses	Full Year Original Budget	Current YTD Actuals	Current YTD Actuals	YTD Actuals	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
0152	Provision for Long Service Leave	0	0	0	2,869	0		
0772	Trainee Ranger Expense	0	0	0	0	0		
0872	Superannuation Council 3% (Rangers)	0	0	0	0	0		
0892	Salary & Wages (Rangers)	39,885	64,094	119,034	77,278	24,209	*	Includes trainee not yet implemented
0912	Workers Compensation Insurance (Rangers)	1,823	1,506	1,506	1,369	(317)		
0922	Superannuation (Rangers)	4,157	6,700	12,444	7,707	2,543		
0932	Conference & Training	0	500	1,000	0	500		
0982	Rangers Expense	4,353	9,594	30,390	16,332	5,241		
1012	Tools & Equipment (Low Value)	0	498	1,000	0	498		
3872	Accrued Annual Leave (Rangers)	0	0	0	7,522	0		
0952	Rangers Expenses Reallocated	(50,219)	(82,686)	(165,374)	(100,387)	(32,467)	*	Timing
	Total Operating Expenditure	0	206	(0)	12,689			
COA	Operating Revenue							
0773	Grant Revenue (Rangers)	0	0	0	0	0		
COA	Capital Expenditure / Reserve Transfers							
0874	Plant & Equipment Purchases (Rangers) (NCA)	0	0	0	0	0		
1804	Transfer to Unspent Grant Reserve (Rangers)	0	0	0	0	0		
1805	Transfer from Unspent Grant Reserve (Rangers)	0	0	0	0	0		
0875	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	0	0	0	0			
	Total Rangers Expenses	0	206	(0)	12,689			
	Total Law, Order and Fire Safety	104,250	139,510	272,753	167,573			

PROG	Health	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
14	Health Inspection and Administration	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
1282	Ranger Allocation (Pool Inspections)	6,026	11,574	23,152	12,046	5,548		
1292	Health Expenses (General)	1,047	4,286	10,000	10,006	3,239		
	Total Operating Expenditure	7,073	15,860	33,152	22,053			
COA	Operating Revenue							
1383	Swimming Pool Inspection Fees	(1,755)	(1,755)	(1,755)	(1,755)	0		
1393	Licences & Fees Income	(554)	(500)	(500)	(354)	54		
1573	Septic Tank Fees (Health)	(826)	(515)	(1,416)	(1,416)	311		
1583	Administration Fees (Health)	(663)	(590)	(1,416)	(1,730)	73		
	Total Operating Revenue	(3,798)	(3,360)	(5,087)	(5,255)			
	Total Health Inspection and Administration	3,275	12,500	28,065	16,798			

Page 33 of 61
Page 180 of 246

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
29	Protection of Environment	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
1962	Abandoned Vehicle Expense	0	1,000	1,500	0	1,000		
2022	Landcare Expenditure	0	0	0	0	0		
2040	Dolby Creek Expenditure	6,000	819	819	3,463	(5,181)		
2942	Prior Period Write Off (Protection of Environment)	0	0	0	0	0		
	Total Operating Expenditure	6,000	1,819	2,319	3,463			
COA	Operating Revenue							
2923	Dolby Creek Management Plan Income	0	0	0	0	0		
2933	Reimbursements & Sundry Income (Protection of Env)	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
COA	Capital Expenditure / Reserve Transfers							
2055	Transfer from Landcare Reserve (EQ)	0	0	0	0	0		
2080	Transfer to Landcare Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	0	0	0	0	0		
	Total Protection of Environment	6,000	1,819	2,319	3,463	0		

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET		
30	Town Planning and Regional Development	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	VARIATION	>\$10K	
COA	Operating Expenditure							
0162	Long Service Leave (Town Planning) Provision	0	0	0	(19,220)	0		
0942	Depreciation (Town Planning)	2,343	2,376	4,746	4,647	34		
1992	Planning Consultancy Expenses	700	12,498	25,000	9,696	11,798	*	Timing
2102	Workers Compensation Insurance (Town Planning)	2,302	2,374	2,373	2,157	72		
2112	Salaries & Wages (Town Planning)	76,614	79,562	147,756	147,389	2,948		
2122	Superannuation Council 3% (Town Planning)	2,260	2,346	4,356	4,328	86		
2132	Superannuation (Town Planning)	7,911	8,210	15,247	14,533	299		
2162	Accrued Annual Leave (Town Planning)	0	0	0	11,422	0		
2182	Other Employee Expenses (Town Planning)	0	0	4,000	0	0		
2202	Town Planners Expenses	347	498	1,000	1,217	151		
2222	Motor Vehicle Expenses	3,225	4,998	10,000	4,926	1,773		
2232	Legal Expenses (Town Planning)	0	7,854	12,000	2,735	7,854		
2242	Engineering Expenses	2,850	4,500	12,000	0	1,650		
2252	Advertising Expenses	214	2,400	4,000	0	2,186		
3012	Admin Allocation (Town Planning)	35,629	43,260	86,519	65,368	7,631		
3082	Prior Period Write Off (Town Planning)	0	0	0	0	0		
7052	Surveying & Land Expenses	5,336	20,388	27,888	4,043	15,052	*	Timing
7072	Project Expenses (Town Planning)	0	0	11,800	0	0		
	Total Operating Expenditure	139,730	191,264	368,685	253,241			
COA	Operating Revenue							
0163	Town Planning Projects - Income	0	0	0	0	0		
2233	Town Planning Fee Income	(9,216)	(4,998)	(10,000)	(22,048)	4,218		
2243	Outsourced Planning Fees - Other LGs	(16,898)	(6,000)	(12,000)	(19,976)	10,898	*	Increased revenue
2253	Town Planning Statutory Fees	(2,885)	0	0	(1,039)	2,885		
	Total Operating Revenue	(28,999)	(10,998)	(22,000)	(43,063)			
COA	Capital Expenditure / Reserve Transfers							
4820	Transfer to Legal Reserve (EQ)	144	0	0	8	(144)		
	Total Capital Expenditure/Reserve Transfers	144	0	0	8	(136)		
	Total Town Planning and Regional Development	110,875	180,266	346,685	210,186			

31		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET		
	Other Community Amenities	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	VARIATION	>\$10K	
COA	Operating Expenditure							
3102	Cemetery Expenses	2,568	14,522	27,721	9,879	11,954	*	Timing
3132	Community Development Expenses	6,944	11,500	17,500	770	4,556		
3162	Admin Allocation (Other Community Amenities)	29,691	36,048	72,099	54,473	6,357		
3212	Depreciation (Other Community Amenities)	8,526	7,452	14,900	14,590	(1,074)		
3222	Community Growth Fund	0	0	17,500	12,769	0		
3232	Community Development Officer Expenses	16,261	29,554	55,325	32,801	13,293	*	Timing
3242	Grant Funded Projects	48,000	0	48,000	0	(48,000)	*	Backroads Gravel acquitted
	Total Operating Expenditure	111,990	99,076	253,045	125,282			
COA	Operating Revenue							
3093	Cemetery Income (GST Free)	(366)	0	0	(1,930)	366		
3103	Grants Received (Other Community Amenities)	(48,000)	(5,500)	(53,500)	0	42,500	*	Backroads Gravel Project
3113	Cemetery Income (GST Applicable)	(1,133)	0	0	(425)	1,133		
3613	Reimbursements & Contributions	0	0	0	0	0		
3633	Community Development Grants	(2,750)	0	0	0	2,750		
	Total Operating Revenue	(52,249)	(5,500)	(53,500)	(2,355)			
COA	Capital Expenditure / Reserve Transfers							
2415	Nabawa Cemetery Capital Expenses (NCA)	0	0	0	0	0		
3084	Transfer to Unspent Community Growth Fund Reserve	0	0	0	0	0		
3104	Plant & Equipment Purchases (NCA)	0	0	15,000	0	0		
0471	Transfer from Unspent Grants Reserve (EQ)	0	0	0	0	0		
3172	Transfer to Loans And Unspent Grants Reserve (EQ)	0	0	0	0	0		
3085	Transfer from Unspent Community Growth Fund Reserve	0	0	0	0	0		
7155	Transfer from Building Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure/Reserve Transfers	0	0	15,000	0			
	Total Other Community Amenities	59,742	93,576	214,545	122,927			
	Total Community Amenities	64,389	233,100	719,795	405,861			

Prog	Recreation and Culture	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
32	Public Halls and Civic Centres	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022			
COA	Operating Expenditure							
2602	Depreciation (Public Halls)	63,063	48,906	97,817	95,769	(14,157)	*	Timing
2722	Public Halls & Showgrounds Expense	50,486	196,644	260,589	101,103	146,158	*	Timing - Naraling Hall Roof repairs
2732	Nabawa Community Centre Expenses	23,115	28,433	64,356	55,745	5,319		
2742	Interest (Loan 89 - Nabawa Stadium Upgrade)	0	0	0	0	0		
3202	Admin Allocation (Public Halls)	35,629	43,260	86,519	65,368	7,631		
	Total Operating Expenditure	172,292	317,243	509,281	317,985			
COA	Operating Revenue							
2443	Yuna Camping & Hall Hire Revenue	(1,041)	(498)	(1,000)	(1,519)	543		
2453	Showground/Halls Income Received	(5,980)	(3,030)	(4,000)	(7,228)	2,950		
2683	Contributions & Reimbursements	0	0	(252,400)	0	0		
3423	Grant Funding Revenue	0	0	(730,874)	0	0		
	Total Operating Revenue	(7,022)	(3,528)	(988,274)	(8,747)			
COA	Capital Expenditure / Reserve Transfers							
2550	Transfer to Building Reserve (EQ)	663	0	0	100,038	(663)		
2644	Land & Buildings Purchases (Public Halls) (NCA)	137,099	20,000	139,343	53,861	(117,099)	*	Budget profile timing for projects
7385	Transfer from Building Reserve (EQ)	0	0	(100,000)	(100,000)	0		
	Total Capital Expenditure / Reserve Transfers	137,762	20,000	39,343	53,900			
	Total Public Halls and Civic Centres	303,033	333,715	(439,650)	363,137			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
33	Swimming Areas and Beaches	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
3302	Admin Allocation (Swimming Areas & Beaches)	17,814	21,630	43,259	32,684	3,816		
3412	Coronation Beach Expenses	21,108	44,391	84,011	60,926	23,283	*	Timing & reduced S&W
7082	Depreciation (Swimming Areas & Beaches)	9,558	6,252	12,499	12,238	(3,306)		
	Total Operating Expenditure	48,480	72,273	139,769	105,849			
COA	Operating Revenue							
3443	Coronation Beach Camping Fees	(47,690)	(34,998)	(70,000)	(93,207)	12,692	*	Budget profile timing
3453	Grant and Other Income (Swimming Areas & Beaches)	0	0	0	(4,254)	0		
	Total Operating Revenue	(47,690)	(34,998)	(70,000)	(97,461)			
COA	Capital Expenditure / Reserve Transfers							
7074	Plant & Equipment Purchases (Swimming Areas & Beaches)	0	15,000	15,000	0	15,000	*	Job: 1074 - Coronation Beach Fixed Electronic Display Sign LRCIP (3) funded to be completed by 30 June 23
7164	Land and Buildings	0	0	0	5,208	0		
	Total Capital Expenditure / Reserve Transfers	0	15,000	15,000	5,208			
	Total Swimming Areas and Beaches	790	52,275	84,769	13,595			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
34	Other Recreation and Sport	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
1472	Yuna Oval Expenses	5,409	4,926	9,821	8,091	(483)		
1482	Sporting Clubs Expenses	35,185	34,150	120,632	77,130	(1,035)		
1532	Interest (Loan 98)	30	0	0	798	(30)		
2642	Parks & Gardens Expenses	46,582	138,595	287,755	82,467	92,013	*	Budget Profile Timing
2702	Sports Pavilion & Basketball Stadium (Nabawa Recre)	15,113	61,323	72,823	14,612	46,210	*	Budget Profile Timing
2712	Tennis Clubs Expenses	2,054	22,444	23,943	16,933	20,390	*	Budget Profile Timing
2772	Minor Gardening Equipment Purchases	0	0	0	1,767	0		
2812	Golf Courses	2,545	2,425	2,424	2,298	(120)		
3442	Admin Allocation (Recreation & Sport)	17,814	21,672	43,341	32,684	3,858		
7022	Depreciation (Recreation & Sport)	16,910	13,788	27,570	27,059	(3,122)		
7092	Depreciation (Recreation & Sport)	65,315	48,858	97,719	95,827	(16,457)	*	Timing
	Total Operating Expenditure	206,959	348,181	686,028	359,666			
COA	Operating Revenue							
2743	Sports Club Hire Income	(4,131)	(4,000)	(4,000)	(4,275)	131		
2803	Grants & Other Income Received	0	0	(365,437)	(100,000)	0		
3444	Fig Tree Camping Fees	(1,376)	(1,500)	(3,000)	(3,838)	(124)		
	Total Operating Revenue	(5,508)	(5,500)	(372,437)	(108,112)			
COA	Operating Expenditure							
7292	Loss on Sale of Assets	0	0	0	0	0		
	Total Operating Expenditure	0	0	0	0			
COA	Capital Expenditure / Reserve Transfers							
1304	Plant & Equipment Purchases (NCA)	0	0	0	143,120	0		
1314	Transfer to Building Reserve (EQ)	0	0	0	0	0		
2834	Land & Building Purchases (NCA)	0	0	385,437	13,493	0		
2844	Tools & Equipment Purchases (NCA)	0	0	0	19,101	0		
2864	Transfer to Unspent Grant Reserve (EQ)	0	0	0	0	0		
2824	Principal Loan Repayment (Loan 98) (CL)	0	0	0	42,125	0		
7275	Loan Funds Received (NCL)	0	0	0	0	0		
7471	Transfer from Unspent Grant Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	0	0	385,437	217,840			
	Total Other Recreation and Sport	201,451	342,681	699,028	469,394			

35	Library	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022			
COA	Operating Expenditure							
2902	Library Expenses	4,016	10,147	18,931	9,116	6,131		
2912	Honorarium Librarian Payment	1,000	600	1,200	500	(400)		
3582	Admin Allocation (Libraries)	17,814	21,630	43,259	32,684	3,816		
6922	Depreciation (Libraries)	141	276	557	545	135		
	Total Operating Expenditure	22,972	32,653	63,947	42,845			
COA	Operating Revenue							
2983	Grants, Contributions & Reimbursements	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
	Capital Expenditure / Reserve Transfers							
3504	Land & Building Purchases (Libraries) (NCA)	0	0	0	0	0		
	Total Capital/Reserves	0	0	0	0			
	Total Library	22,972	32,653	63,947	42,845			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET		
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	VARIATION	>\$10K	Budget PROFILE Comments
36	Other Culture							
COA	Operating Expenditure							
3626	Museum & Road Board Expense	7,505	13,213	18,518	15,187	5,708		
3652	Depreciation (Other Culture)	7,260	5,490	10,977	10,748	(1,770)		
	Total Operating Expenditure	14,765	18,703	29,495	25,935			
	Operating Revenue							
3445	Grant Funding Received	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
	Capital Expenditure / Reserve Transfers							
3604	Land & Building Purchases (NCA)	0	0	0	0	0		
3635	Transfer from Building Reserve (EQ)	0	0	0	0	0		
	Total Capital/Reserves	0	0	0	0			
	Total Other Culture	14,765	18,703	29,495	25,935			
	Total Recreation and Culture	543,011	780,027	437,589	914,906			

Prog	Transport	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
						BUDGET VARIATION	>\$10K	Budget PROFILE Comments
37	Constuction Streets, Roads, Bridges, Depots	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022			
COA	Operating Expenditure							
3702	Admin Allocation (Road Construction)	47,505	57,678	115,358	87,157	10,173	*	Timing
		0	0	0	0	0		
COA	Operating Revenue	0	0	0	0	0		
3173	MW Regional Road Funding	(240,000)	(180,000)	(600,000)	(1,199,800)	60,000	*	Recoup of grant funding earlier than anticipated
3193	R2R (Construction) Income	0	(204,260)	(328,620)	(328,260)	(204,260)	*	Revenue recognition standards
	Total Operating Revenue	(240,000)	(384,260)	(928,620)	(1,528,060)			
COA	Capital Expenditure							
3114	Capital Roadworks Program Purchases (Incl Grant Funded Jobs) (NCA)	1,076,127	1,457,846	2,001,564	2,152,217	381,719	*	Budget profile timing of projects
4840	Transfer to Infrastructure Reserve (EQ)	1,016	0	0	115,372	(1,016)		
	Total Capital Expenditure / Reserve Transfers	1,077,143	1,457,846	2,001,564	2,267,589			
	Total Road Construction	884,648	1,131,264	1,188,302	826,686			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET		
38	Maintenance Streets, Roads, Bridges, Depots	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	VARIATION	>\$10K	
COA	Operating Expenditure							
3182	ROAD RENEWAL GRANT FUNDED	243,143	163,590	690,112	480,447	(79,553)	*	Budget profile timing of projects
3372	Road Maintenance Expense	861,132	741,584	1,779,667	1,001,868	(119,548)	*	Budget profile timing of projects
3502	Depot Maintenance	16,800	19,710	51,521	38,010	2,910		
3512	Street Lighting Expense	5,454	6,903	12,510	10,581	1,449		
3522	Depreciation (Road Maintenance)	32,095	30,786	61,571	60,374	(1,309)		
3532	Street Trees	2,970	10,000	15,000	2,418	7,030		
3542	Licences & Subscriptions	10,149	15,000	15,000	10,159	4,851		
3562	Road Sign Expense	2,423	10,000	15,000	5,865	7,577		
3802	Admin Allocation (Road Maintenance)	47,505	57,678	115,358	87,157	10,173	*	Timing
3822	Bore Maintenance	4,360	11,250	15,000	15,297	6,890		
3832	Crossover expenses to ratepayers	0	0	0	0	0		
6912	Depreciation (Roads)	672,538	646,284	1,292,566	1,265,645	(26,254)	*	Timing
	Total Operating Expenditure	1,898,568	1,712,785	4,063,305	2,977,822			
COA	Operating Revenue							
3143	MRWA Direct Grant	(150,902)	(147,724)	(147,724)	(137,540)	3,178		
3153	Other Grant Income	(159,319)	0	(829,060)	(432,281)	159,319	*	Timing - revenue recognition
3393	Hudson Resources Contribution (Dartmoor Road)	0	(12,500)	(12,500)	(12,357)	(12,500)	*	Timing
	Total Operating Revenue	(310,221)	(160,224)	(989,284)	(582,178)			
COA	Capital Expenditure							
3264	Depot Construction (NCA)	0	16,000	191,000	21,000	16,000	*	Timing
3205	Transfer from Infrastructure Reserve (EQ)	0	0	0	0	0		
3215	Loan Funds Received	0	0	(175,000)	0	0		
3235	Transfer to Building Reserve (EQ)	0	0	50,000	0	0		
	Total Capital Expenditure / Reserve Transfers	0	16,000	66,000	21,000			
	Total Road Maintenance	1,588,347	1,568,561	3,140,021	2,416,644			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
39	Road Plant Purchases							
COA	Operating Expenditure							
3642	Loss on Sale of Assets	0	0	19,302	0	0		
3902	Interest Expense - Loan 99	0	0	0	0	0		
	Total Operating Expenditure	0	0	19,302	0			
COA	Operating Revenue							
3543	Profit on Sale of Assets	(17,200)	0	(55,876)	(86,856)	17,200	*	Timing
3575	Proceeds from Disposal of Assets	0	0	0	0	0		
3903	Grants, Contributions & Reimbursement Road Plant	0	0	0	0	0		
	Total Operating Revenue	(17,200)	0	(55,876)	(86,856)			
COA	Capital Expenditure / Reserve Transfers							
3554	Plant & Equipment Purchases (NCA)	91,004	142,000	697,104	596,444	50,996	*	Timing
3584	Tools & Other Equip > \$5000 (Capex)	0	0	0	4,091	0		
3587	Principal Loan Repayments (Loan 97)	0	0	0	0	0		
3904	Principal Repayment - Loan 99 (Plant Purchase)	0	0	0	0	0		
4781	Transfer to Plant/Light Vehicle Reserve (EQ)	0	0	50,000	250,000	0		
3561	Transfer from Plant/Light Vehicle Reserve (EQ)	0	0	(150,000)	(278,000)	0		
6225	Realisation on Disposal of Assets	0	0	0	0	0		
7135	Loan Funds Rec'd.	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	91,004	142,000	597,104	572,535			
	Total Road Plant Purchases	73,804	142,000	560,530	485,679			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
41	Traffic Control	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
4102	Admin Allocation (Traffic Control)	23,753	28,842	57,679	43,578	5,089		
4572	Traffic Control Expense	0	0	3,000	0	0		
7572	Traffic Counters Expense	0	0	0	0	0		
	Total Operating Expenditure	23,753	28,842	60,679	43,578			
COA	Operating Revenue							
7513	Licensing Commission Income	(1,787)	(1,752)	(3,500)	(3,626)	35		
7573	Traffic Counter Income	0	0	0	0	0		
	Total Operating Revenue	(1,787)	(1,752)	(3,500)	(3,626)			
	Capital Expenditure / Reserve Transfers							
7574	Tools & Equipment Purchases (NCA)	0	0	0	7,445	0		
7685	Proceeds from Disposal of Assets	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	0	0	0	7,445	0		
	Total Traffic Control	21,966	27,090	57,179	47,398			
	Total Transport	2,568,764	2,868,914	4,946,033	3,776,406			

Prog	Economic Services	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
44	Rural Services	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022			
COA	Operating Expenditure							
3362	Ranger Allocation (Roadside Spraying)	4,520	7,440	14,883	9,035	2,920		
3852	Weed & Vermin Control	13,874	18,000	50,000	0	4,126		
4462	Admin Allocation (Rural Services)	5,022	0	0	10,039	(5,022)		
6722	Noxious Weeds & Pest Expense	6,779	15,252	16,501	13,083	8,473		
	Total Operating Expenditure	30,194	40,692	81,384	32,156			
COA	Capital Expenditure / Reserve Transfers							
4404	Plant & Equipment Purchases (NCA)	0	0	0	0	0		
	Total Rural Services	30,194	40,692	81,384	32,156			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET VARIATION	>\$10K	
45	Tourism and Area Promotion	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022			
COA	Operating Expenditure							
3952	Signage Expense (Tourism)	0	0	10,000	0	0		
3982	Tourism Expense	0	2,502	5,000	0	2,502		
4282	Promotional Expense (Tourism)	717	3,950	23,950	9,830	3,233		
	Total Operating Expenditure	717	6,452	38,950	9,830			
COA	Operating Revenue							
3973	Contr. & Reim. (Tourism).	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
	Total Tourism and Area Promotion	717	6,452	38,950	9,830			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
46	Building Control	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
4132	Building Surveyor Expenses	65,187	77,611	148,438	147,835	12,424	*	Timing
4152	Provision for Leave (Building Control)	0	0	0	0	0		
4162	Non Contract Expenses	0	0	1,000	0	0		
4622	Admin Allocation (Building Control)	41,567	60,468	120,939	76,262	18,901	*	Timing
	Total Operating Expenditure	106,754	138,079	270,377	224,097			
COA	Operating Revenue							
4153	Building Licenses Income	(7,827)	(6,000)	(12,000)	(14,755)	1,827		
4173	CTF Commissions Received	(75)	(102)	(200)	(300)	(27)		
4213	Building Commissions Received	(85)	(228)	(450)	(285)	(143)		
4183	Contributions & Reimbursements (Building Control)	0	0	0	0	0		
	Total Operating Revenue	(7,987)	(6,330)	(12,650)	(15,340)			
COA	Capital Expenditure / Reserve Transfers							
4215	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure/Reserve Transfers	0	0	0	0	0		
	Total Building Control	98,767	131,749	257,727	208,758			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
49	Other Economic Services							
COA	Operating Expenditure							
4232	Water Supply Stand Pipes Expense	0	0	350	0	0		
4222	Admin Allocation (Other Economic Services)	23,753	28,842	57,679	43,578	5,089		
4242	Rehabilitation of Gravel Pits Expense	0	0	5,000	0	0		
4252	Purchase of Stamps	0	25	50	22	25		
4272	Other Expenditure	0	5,548	10,100	0	5,548		
7274	Lease Expense - Interest	633	600	1,206	1,405	(33)		
	Total Operating Expenditure	24,386	35,015	74,385	45,006			
COA	Operating Revenue							
4223	Commission Received Australia Post	(3,925)	(3,498)	(7,000)	(8,032)	427		
4243	Annual Post Office Box Fee	(3,244)	(3,274)	(3,300)	(3,270)	(30)		
4253	Postage Stamp Income	(11)	(12)	(25)	(12)	(1)		
4333	Photocopying Income	(3)	0	0	(2)	3		
4913	Shire Leased Reserves Income	(600)	(450)	(450)	(600)	150		
	Total Operating Revenue	(7,782)	(7,234)	(10,775)	(11,915)			
COA	Capital Expenditure / Reserve Transfers							
4760	Transfer to Water Strategy Reserve (EQ)	51	0	0	3	(51)		
7273	Lease Expense - Principal	3,912	3,942	7,886	7,686	30		
	Total Capital Expenditure/Reserve Transfers	3,964	3,942	7,886	7,689			
	Total Other Economic Services	20,567	31,723	71,496	40,779			
	Total Economic Services	150,246	210,616	449,557	291,523	0	0	0

Prog	Other Property & Services	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
47	Plant Depreciation	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
5012	Depreciation (Other Property & Services)	191,036	192,882	385,767	378,572	1,846		
7102	Depreciation of Unclassified Assets (Other Property & Services)	0	0	0	0	0		
6890	Depreciation Posted to Jobs (Other Property & Services)	(189,463)	(192,882)	(385,767)	(318,879)	(3,419)		
	Total Plant Depreciation	1,573	0	0	59,694			
Prog	Other Property & Services	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
50	Private Works	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
7302	Private Works Expense	2,591	5,000	9,976	2,192	2,409		
COA	Operating Income							
7333	Private Works Income	(439)	(2,086)	(10,000)	(5,681)	(1,647)		
	Total Private Works	2,152	2,914	(24)	(3,489)			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
52	Public Works Overheads	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
0342	Provision for Long Service Leave (Public Works Overheads)	0	0	5,000	28,166	0		
4312	Superannuation Council 3% (Public Works Overheads)	5,704	9,774	19,546	10,434	4,070		
4322	Superannuation (Manager of Works)	6,388	6,360	12,715	11,557	(28)		
4332	Superannuation (Public Works Overheads)	41,043	52,638	105,275	77,955	11,595	*	Timing
4342	Salaries & Wages (Works Manager)	59,336	59,244	118,493	113,261	(92)		
4352	Superannuation Council 3% (Manager of Works)	131	0	0	3,459	(131)		
4372	Public Works Sundry Expense	11,108	7,747	11,992	19,639	(3,361)		
4382	Works Manager Expenses	1,800	2,076	4,150	3,600	276		
4392	External Engineering Services	0	6,000	12,000	9,200	6,000		
4402	Sick Leave (Public Works Overheads)	17,690	0	39,611	37,352	(17,690)	*	Timing
4412	Annual Leave (Public Works Overheads)	22,826	0	90,825	44,952	(22,826)	*	Timing
4432	Public Holiday Pay (Public Works Overheads)	6,195	0	46,738	38,931	(6,195)		
4422	Long Service Leave Expense (Public Works Overheads)	270	1,838	1,838	3,297	1,568		
4442	Occupational Health & Safety Expense	5,531	10,497	24,000	7,985	4,966		
4452	Protective Uniform/ Minor Workwear	1,296	2,000	11,631	9,165	704		
4582	Accrued Leave (Public Works Overheads)	0	0	0	36,714	0		
4602	Training Expense	5,972	8,248	19,500	8,371	2,276		
4652	Works Staff Allowances (Public Works Overheads)	16,591	22,098	44,201	24,053	5,507		
5202	Admin Allocation (Public Works Overheads)	77,196	93,690	187,376	141,630	16,494	*	Timing
6782	Workers Compensation Insurance (Public Works Overheads)	19,010	20,059	20,059	18,236	1,049		
7422	Less Public Works Overheads Allocated to W & S	(335,949)	(388,524)	(777,045)	(647,338)	(52,575)	*	Timing
	Total Operating Expenditure	(37,864)	(86,255)	(2,094)	617			
COA	Operating Revenue							
0333	Contrib. & Reimb. (PWO).	0	0	0	0	0		
COA	Capital Expenditure / Reserve Transfers							
7631	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	Total Public Works Overheads	(37,864)	(86,255)	(2,094)	617			

53	Plant Operation Costs	31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22	BUDGET VARIATION	>\$10K	
		YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022			
COA	Operating Expenditure							
4472	In House Repairs & Maintenance	57,173	131,756	286,632	189,594	74,583	*	Wages not incurred for Mechanic
4482	Tyre Purchase Expense	20,100	28,752	57,500	40,555	8,652		
4492	Parts & Outside Repairs Expense	113,475	83,004	166,000	152,790	(30,471)	*	Contractors increased offset COA 4472
4502	Plant Licences Expense	644	0	20,000	10,723	(644)		
4532	Tools & Consumables	7,082	10,998	22,000	19,808	3,916		
4542	Fuel, Oil & Grease	214,704	222,498	445,000	343,760	7,794		
4552	Cutting Edges & Tips	4,334	6,250	12,500	12,415	1,916		
5112	Admin Allocation (Plant Operations)	11,876	14,418	28,840	21,789	2,542		
6772	Insurance Expense (Plant Operations)	39,713	41,813	41,818	38,016	2,100		
4512	Less POC Allocated to W & S	(375,488)	(530,142)	(1,060,289)	(660,492)	(154,654)	*	Timing - non cash item
	Total Operating Expenditure	93,612	9,347	20,000	168,958			
COA	Operating Revenue							
4513	Diesel Fuel Rebate	(20,041)	(9,999)	(20,000)	(43,302)	10,042	*	Rebates received more than anticipated
	Total Operating Revenue	(20,041)	(9,999)	(20,000)	(43,302)			
	Total Plant Operation Costs	73,571	(652)	0	125,656			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
55	Salaries and Wages	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
4362	Unallocated Wages	0	0	0	0	0		
4570	S&W Gov, Corporate & Development Services	505,742	596,582	1,107,939	979,985	90,840	*	Timing
4580	S&W Works & Services	522,136	672,106	1,248,199	1,023,660	149,970	*	Timing
4600	Less Salary & Wages Allocated	(1,027,878)	(1,268,688)	(2,356,137)	(1,998,380)	(240,810)	*	Timing
4614	Employee Novated Lease Arrangements Pre Tax	(605)	0	0	0	605		
4615	Employee Novated Lease Arrangements Post Tax	(302)	0	0	0	302		
4592	Workers Compensation Paid	10,485	0	0	0	(10,485)	*	Will be offset by insurance
	Total Operating Expenditure	9,578	0	1	5,266	(9,578)		
COA	Operating Revenue							
4613	Salaries & Wages Reimbursement Received	0	0	0	0	0		
4623	Paid Parental Leave Scheme Income	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
	Total Salaries and Wages	9,578	0	1	5,266			

		31-Dec-22	31-Dec-22	30-Jun-23	30-Jun-22			
56	Unclassified	YTD Actuals	YTD Budget	Full Year Original Budget	YTD Actuals 30 June 2022	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
5022	Overpayments/Recoverables - Expenditure	0	2,500	7,000	4,333	2,500		
	Total Operating Expenditure	0	2,500	7,000	4,333			
COA	Operating Revenue							
2385	Proceeds from Disposal of Assets	0	0	0	0	0		
2386	Loss on Sale of Assets	19,279	0	0	0	(19,279)	*	3269 & 3271 Chapman Valley Road (Land Only)
5023	Overpayments/Recoverables - Income	0	(2,500)	(5,000)	(559)	(2,500)		
3813	Profit on Revaluation	0	0	0	0	0		
	Total Operating Revenue	19,279	(2,500)	(5,000)	(559)			
	Capital Expenditure							
4801	Transfer to Land Development Reserve (EQ)	259	0	0	20,011	(259)		
	Total Unclassified	19,538	0	2,000	23,786			
	Total Other Property and Services	68,549	(83,993)	(118)	211,530			

List of Accounts Paid - December 2022			
Chq/EFT	Date	Name	Amount
EFT27184	06/12/2022	Terrence Andrew Noden	-\$ 3,350.00
EFT27185	05/12/2022	Westpac Geraldton	-\$ 1,031.23
EFT27186	14/12/2022	Synergy	-\$ 1,576.63
EFT27187	14/12/2022	Water Corporation	-\$ 1,567.66
EFT27188	14/12/2022	AFGRI	-\$ 516.09
EFT27189	14/12/2022	ASAPlumbing & Gas	-\$ 458.00
EFT27190	14/12/2022	Abrolhos Steel	-\$ 307.04
EFT27191	14/12/2022	Atom Supply	-\$ 1,617.24
EFT27192	14/12/2022	Aussie Tree Services	-\$ 30,287.47
EFT27193	14/12/2022	Australia Post	-\$ 290.71
EFT27194	14/12/2022	Batavia Concrete	-\$ 3,633.96
EFT27195	14/12/2022	Bruce Rock Engineering	-\$ 415.80
EFT27196	14/12/2022	Bunnings Group Limited	-\$ 2,460.56
EFT27197	14/12/2022	CJD Equipment Pty Ltd	-\$ 86.57
EFT27198	14/12/2022	Cleanaway Co Pty Ltd (Commercial)	-\$ 3,439.32
EFT27199	14/12/2022	Cleanaway Co Pty Ltd (Domestic)	-\$ 6,345.52
EFT27200	14/12/2022	Complete Office Supplies	-\$ 447.85
EFT27201	14/12/2022	Conplant Pty Limited	-\$ 914.31
EFT27202	14/12/2022	Corrine Smith	-\$ 500.00
EFT27203	14/12/2022	Country Cooks Cornucopia	-\$ 230.00
EFT27204	14/12/2022	Ecoscope Australia Pty Ltd	-\$ 737.00
EFT27205	14/12/2022	Five Star Business Solutions & Innovation	-\$ 418.72
EFT27206	14/12/2022	Fleet Network	-\$ 997.61
EFT27207	14/12/2022	Geraldton Ag Services	-\$ 173.43
EFT27208	14/12/2022	Geraldton Mower & Repair Specialists	-\$ 994.65
EFT27209	14/12/2022	Geraldton Toyota	-\$ 713.56
EFT27210	14/12/2022	Geraldton Trophy Centre	-\$ 880.00
EFT27211	14/12/2022	Glenfield Fresh IGA	-\$ 180.49
EFT27212	14/12/2022	Goodyear & Dunlop Tyres (Aust) Pty Ltd	-\$ 14,758.91
EFT27213	14/12/2022	Great Northern Rural Services	-\$ 54.41
EFT27214	14/12/2022	Greenfield Technical Service	-\$ 385.00
EFT27215	14/12/2022	Hosexpress	-\$ 324.09
EFT27216	14/12/2022	IPEC Pty Ltd (Toll Global Express)	-\$ 148.94
EFT27217	14/12/2022	Integrated ICT	-\$ 8,012.46
EFT27218	14/12/2022	JA Diesel Pty Ltd	-\$ 2,587.20
EFT27219	14/12/2022	Kruize Asphalt & Contracting	-\$ 11,000.00
EFT27220	14/12/2022	Landgate	-\$ 2,481.20
EFT27221	14/12/2022	Lenane Holdings Pty Ltd	-\$ 8,844.00
EFT27222	14/12/2022	Logic IT Solutions Pty Ltd	-\$ 627.00
EFT27223	14/12/2022	M & B Quality Building Products	-\$ 234.13
EFT27224	14/12/2022	M2 Technology Group	-\$ 231.00
EFT27225	14/12/2022	ML Communications	-\$ 181.50
EFT27226	14/12/2022	MOD Designs	-\$ 2,920.00
EFT27227	14/12/2022	Macao Compliance	-\$ 530.00
EFT27228	14/12/2022	McIntosh Holdings Pty Ltd t/as Purcher International (W.A.)	-\$ 5,414.33
EFT27229	14/12/2022	Midwest Fire Protection Service- Deltazone	-\$ 2,335.30
EFT27230	14/12/2022	Mitchell & Brown	-\$ 917.95
EFT27231	14/12/2022	Node1Internet	-\$ 476.95
EFT27232	14/12/2022	Norfolk Cleaning Service	-\$ 1,636.25
EFT27233	14/12/2022	Patience Sandland Pty Ltd.	-\$ 3,920.74
EFT27234	14/12/2022	RGI Signworks WA Pty Ltd	-\$ 330.00
EFT27235	14/12/2022	Refuel Australia	-\$ 73,420.42
EFT27236	14/12/2022	Rip-it Security Shredding And Paper Recyclers	-\$ 75.00
EFT27237	14/12/2022	Road Runner Mechanical Services	-\$ 1,179.73
EFT27238	14/12/2022	School Bus Logistics Pty Ltd t/as Geraldton Coach Lines	-\$ 825.00
EFT27239	14/12/2022	Services Australia	-\$ 142.74
EFT27240	14/12/2022	SuperSealing	-\$ 11,462.03
EFT27241	14/12/2022	TeletracNavman Australia	-\$ 769.45
EFT27242	14/12/2022	Terrence Andrew Noden	-\$ 2,025.00

G:\030 Finance Rates and General Purpose Income\310 Accounts Payable\310.09 List of Accounts for Meetings\2022-23\05 List of Accounts - December 2022.xlsx

List of Accounts Paid - December 2022			
Chq/EFT	Date	Name	Amount
EFT27243	14/12/2022	The Event Team (WA) Pty Ltd	-\$ 4,800.00
EFT27244	14/12/2022	Think Water Geraldton	-\$ 1,423.55
EFT27245	14/12/2022	Thurkle's Earthmoving & Maintenance Pty Ltd	-\$ 118,747.75
EFT27246	14/12/2022	Truckline	-\$ 536.36
EFT27247	14/12/2022	Tuncoat Australia	-\$ 1,716.00
EFT27248	14/12/2022	Ugle Fabrications	-\$ 2,666.40
EFT27249	14/12/2022	Ultimate Positioning Group Pty Ltd	-\$ 5,881.70
EFT27250	14/12/2022	Westrac Pty Ltd	-\$ 6,795.17
EFT27251	14/12/2022	Winc Australia Pty Limited	-\$ 129.80
EFT27252	14/12/2022	Yuna Primary School	-\$ 50.00
EFT27253	21/12/2022	Telstra Corporation Limited	-\$ 1,692.29
EFT27254	21/12/2022	Asphalt In A Bag	-\$ 3,575.00
EFT27255	21/12/2022	BDP Distribution Pty Ltd T/AS Cleanpak Total Solutions	-\$ 111.89
EFT27256	21/12/2022	Baba Marda Road Services	-\$ 9,510.70
EFT27257	21/12/2022	Glenfield Fresh IGA	-\$ 2.10
EFT27258	21/12/2022	Greenfield Technical Service	-\$ 2,750.00
EFT27259	21/12/2022	JA Diesel Pty Ltd	-\$ 7,452.46
EFT27260	21/12/2022	Kruize Asphalt & Contracting	-\$ 11,968.00
EFT27261	21/12/2022	MOD Designs	-\$ 490.00
EFT27262	21/12/2022	Midwest Auto Group	-\$ 835.51
EFT27263	21/12/2022	Novus	-\$ 2,429.00
EFT27264	21/12/2022	Reg Pomery Building Service	-\$ 24,000.00
EFT27265	21/12/2022	Searange Holdings Pty Ltd	-\$ 833.35
EFT27266	21/12/2022	Terrence Andrew Noden	-\$ 600.00
EFT27267	21/12/2022	Think Water Geraldton	-\$ 211.80
EFT27268	21/12/2022	Woolworths Group	-\$ 48.94
DD17858.1	06/12/2022	Aware Super Pty Ltd	-\$ 8,177.57
DD17858.2	06/12/2022	Rest Superannuation	-\$ 1,319.60
DD17858.3	06/12/2022	Wealth Personal Superannuation and Pension Fund	-\$ 553.36
DD17858.4	06/12/2022	Cameron Fishing Superannuation Fund	-\$ 128.09
DD17858.5	06/12/2022	OnePath Custodians Pty Limited	-\$ 215.77
DD17858.6	06/12/2022	Prime Super	-\$ 304.67
DD17858.7	06/12/2022	ANZ Smart Choice Super	-\$ 294.30
DD17871.1	20/12/2022	Aware Super Pty Ltd	-\$ 8,147.66
DD17871.2	20/12/2022	Rest Superannuation	-\$ 1,319.60
DD17871.3	20/12/2022	Wealth Personal Superannuation and Pension Fund	-\$ 553.36
DD17871.4	20/12/2022	Cameron Fishing Superannuation Fund	-\$ 145.11
DD17871.5	20/12/2022	OnePath Custodians Pty Limited	-\$ 269.71
DD17871.6	20/12/2022	Prime Super	-\$ 307.76
DD17871.7	20/12/2022	Hostplus Superannuation	-\$ 21.61
DD17871.8	20/12/2022	ANZ Smart Choice Super	-\$ 294.30
			-\$ 454,132.39

5 JAN 2023



Corporate Card Statement



SHIRE OF CHAPMAN VALLEY
THE SHIRE CLERK
ADMINISTRATION
C/- POST OFFICE
NABAWA W A WA 6532

Facility Number

00018023 20000001

Payment Due Date

30 December 2022

Closing Balance

\$5,868.50

**This amount will be swept
from a nominated account.**

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency include the following: (1) the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme and (2) the Westpac Foreign Transaction Fee (FX Fee), being the applicable Westpac Processing Fee and the applicable Westpac On-Charged Scheme Fee.

Company Name		Number of Cards		Cash Advance Annual % Rate	
Shire Of Chapman Valley		2		15.65%	
Contact Name		Facility Number		Facility Credit Limit	
The Shire Clerk		00018023 20000001		10,000	
Statement From	Statement To	Payment Due Date	Opening Balance	Closing Balance	Available Credit
21 Nov 2022	20 Dec 2022	30 Dec 2022	1,031.23	5,868.50	4,131.50

Payment will be automatically debited on the agreed payment date as recorded in your facility application.

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
1,031.23	1,031.23 -	5,868.50	0.00	0.00	0.00	5,868.50	0.00

Remember, if you have a card, always keep your passcode (PIN) secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode. To learn more about how you can protect your card against unauthorised transactions, or for information about disputed transactions, call us at 1300 650 107 during business hours.

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

S000680 / M000236 / 355 / CN1VP4P1



Corporate Card Statement

SHIRE OF CHAPMAN VALLEY
THE SHIRE CLERK
ADMINISTRATION
C/- POST OFFICE
NABAWA W A WA 6532

CARDHOLDER TRANSACTION DETAILS

Cardholder Name	Card Number	Credit Limit	Available Credit
Jameon Criddle	5163 2531 0145 4541	6,000	2,457.55



For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Corporate Card Transactions			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
02 DEC	Payments AUTOMATIC PAYMENT	865.98-	
	Sub Total:	865.98-	
	Purchases		
28 NOV	TELSTRA PREPAID MELBOURNE AUS	150.00 -	Yona Library LBY
30 NOV	TELECOMM SERVICE INC. LOCAL		CV1 P82.
	MACH 1 AUTO PARTS GERALDTON AUS	79.95 -	
	AUTOMOTIVE PARTS, ACCESSORIE		Job 1066
01 DEC	KENNARDS HIRE HO WA SEVEN HILLS AUS	* 776.00	
	EQUIPMENT RENTAL & LEASING S		
02 DEC	SEARANGE HOLDINGS PL GERALDTON AUS	1,976.50	104620.22
	EATING PLACES, RESTAURANTS		for function
07 DEC	KMART 1287 GERALDTON AUS	29.00	104730.02
	DISCOUNT STORES		Office
07 DEC	KENNARDS HIRE HO WA SEVEN HILLS AUS	* 531.00	Nanson Lighting
	EQUIPMENT RENTAL & LEASING S		
	Sub Total:	3,542.45	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
865.98	865.98 -	3,542.45	0.00	0.00	0.00	3,542.45	0.00

Corporate Card Statement

I have checked the above details and verify that they are correct.	
Cardholder Signature 	Date <u>25/1/23</u>
Transactions examined and approved.	
Manager/Supervisor Signature 	Date <u>25/1/2023</u>

Remember, if you have a card, always keep your passcode (PIN) secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode. To learn more about how you can protect your card against unauthorised transactions, or for information about disputed transactions, call us at 1300 650 107 during business hours.

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001



Corporate Card Statement

SHIRE OF CHAPMAN VALLEY
THE SHIRE CLERK
ADMINISTRATION
C/- POST OFFICE
NABAWA WA 6532

CARDHOLDER TRANSACTION DETAILS

Cardholder Name	Card Number	Credit Limit	Available Credit
Simon Lancaster	5163 2531 0083 4453	4,000	1,673.95

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Corporate Card Transactions			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
02 DEC	Payments AUTOMATIC PAYMENT	165.25-	
	Sub Total:	165.25-	
	Purchases		
24 NOV	EZI*COATES HIRE Mascot AUS	101.40	Project - Nanson
25 NOV	EQUIPMENT RENTAL & LEASING S Mascot AUS	101.40	Job # 1066
29 NOV	EZI*COATES HIRE Mascot AUS	448.33	Project - Nanson
06 DEC	EQUIPMENT RENTAL & LEASING S Mascot AUS	1,415.32	Job # 1066
08 DEC	BUNNINGS 308000 GERALDTON AUS	34.60	Pest Control office 104730.02
15 DEC	HOME SUPPLY WAREHOUSE STORES GERALDTON AUS	225.00	Council lunch Dec 08M 1046 20.22
	Sub Total:	2,326.05	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
165.25	165.25 -	2,326.05	0.00	0.00	0.00	2,326.05	0.00

Corporate Card Statement

I have checked the above details and verify that they are correct.	
Cardholder Signature _____	Date <u>25/1/23</u>
Transactions examined and approved.	
Manager/Supervisor Signature _____	Date <u>25/1/2023</u>

Remember, if you have a card, always keep your passcode (PIN) secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode. To learn more about how you can protect your card against unauthorised transactions, or for information about disputed transactions, call us at 1300 650 107 during business hours.

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

BANK RECONCILIATION - Muni Accounts As at 31st of December 2022

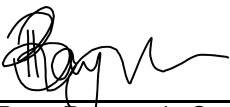

SYNERGY

Balance as per Cash at Bank Account GL 160000	266,872.05
Balance as per Cash at Bank Account GL 170000	3,225,462.66
Balance as per Interfund Transfer A/c GL 161100	-
Plus Income on Bank Stmt not in ledgers	-
Less Expenditure on Bank Stmt not in ledgers	-
	\$3,492,334.71

BANK

Muni Bank Account (Account No 000040)	267,616.19
Investment Account (Account No 305784)	3,225,462.66
	<u>3,493,078.85</u>
Less Outstanding Payments	-
Plus Outstanding Deposits	69.50
Plus Tfer from Trust to Muni <u>or</u> [Tfer to Trust from Muni]	(813.64)
	\$3,492,334.71

Difference Check 0.00

Completed by:	 Beau Raymond - Senior Finance Officer	05/01/2023 Date
Reviewed by:	 Dianne Raymond - Manager of Finance & Corporate Services	05.01.2023 Date

10.2.2	Annual Budget Review
Department	Finance, Governance & Corporate Services Finance
Author	Dianne Raymond
Reference(s)	306.13
Attachment(s)	1. 2022-23 Annual Budget Review Report [10.2.2.1 - 9 pages] 2. CONFIDENTIAL REDACTED - 2022-23 Annual Budget Review Additional Information for councillors [10.2.2.2 - 1 page]

Voting Requirements

Absolute Majority

Staff Recommendation

That Council adopts the 2022/2023 Statutory Budget Review, which includes all amendments listed in the Annual Budget Review Report supplied.

Disclosure of Interest

No officer declared an interest under the Local Government Act 1995, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

The Local Government Act and Regulations require a local government to review its annual budget between 1st January and 31st March in each year. Regulation 33A of the Local Government (Financial Management) Regulations 1996 states:

“33A Review of budget

Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.

Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the Council.

A Council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

* Absolute Majority required

Within 30 days after a Council has made a determination, a copy of the review and determination is to be provided to the Department

Comment

Prudent management of the Shire's Annual Budget includes a full review of the Shire's progress part way through the financial year. This review process has been undertaken having regard for:

actual revenues and expenditures for the first six (6) months of the financial year,
forecast revenue and expenditure levels for the remaining six (6) months of the year,
the more significant (in dollar terms) variances to budget rather than the minor 'under & over's' which will generally balance out.

Council's adopted budget, at times will need variations made, to reflect changes which occur after the original budget has been adopted. There are several amendments identified in the review document which accommodate unforeseen situations and reallocation revenue and expenditure since the Original Budget was adopted. The items listed in the Annual Budget Review Report have been identified as variations required to the Annual Budget yet having a nil overall effect on the 2022/2023 Adopted Budget.

The Budget Review Report provides information on the identified revenue and expenditure expectations for the full year and is based on the review period 1 July 2022 to 31 December 2022. The additional information report identifies amendments and provides explanations for these variances. The financial statements are provided as a guidance to reflect a general revised full year budget based on the proposed amendments being adopted with no further changes to the budget for the remaining year. Council was successful in obtaining small community grants which provided opportunity to present an event that would be enjoyed by our local families and thank our many volunteers. The most significant adjustment is due to bridge works anticipated to commence in February 2023 which will be undertaken by Main Roads and funded with an adjustment in the Financial Assistance Grants.

The original 2022/2023 budget as adopted by Council forecast a closing position of \$1,816,325; after the annual financial audit, the actual audited closing position is \$2,188,065 increasing the carried forward surplus by an amount of \$371,740. The change in position is due generally to the estimating of 30 June 2022 creditors paid in July 2022 and recognition of operating grant funding.

Statutory Environment

The report complies with the requirements of the:
Local Government Act 1995 Section 6.4
Local Government (Financial Management) Regulations 1996 Section 34

Policy/Procedure Implications

No Policy or Management Procedure affected.

Financial Implications

Long Term Financial Plan

No major effect is anticipated on the Long-Term Financial Plan.

Strategic Implications

Nil

Strategic Community Plan/Corporate Business Plan Implications

GOVERNANCE & ACCOUNTABILITY

5.1 Ensure governance and administration systems, policies and processes are current and relevant.

5.1.1 Review policy categories and set ongoing accountability for review processes.

Consultation

Senior Staff have been consulted to determine the various proposed budget amendments requested.

Risk Assessment

An Insignificant Financial Impact Risk of Level 1 - Which will likely be less than \$1,000.

Associated risk would be a failure to comply with relevant Financial Management Regulations requiring local governments to review their annual budget. The proposed changes to the 2022/2023 Adopted Budget does not have a financial impact, simply a NIL affect overall. The proposed increase adjustments to expenditures are offset by reducing expenditure allocations elsewhere in the budget; increase to income not previously allocated and additional opening surplus, with the view to ensuring a budget outcome for the year achieves or delivers an improved overall result than the original budget

SHIRE OF CHAPMAN VALLEY

BUDGET REVIEW REPORT

FOR THE PERIOD ENDED 31 DECEMBER 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statement of Budget Review by Nature or Type	2
Note 1 Basis of Preparation	4
Note 2 Summary Graphs - Budget Review	5
Note 3 Net Current Funding Position	6
Note 4 Predicted Variances	8
Note 5 Budget Amendments	13

SHIRE OF CHAPMAN VALLEY
STATEMENT OF BUDGET REVIEW
(NATURE OR TYPE)
FOR THE PERIOD ENDED 31 DECEMBER 2022

Note	Budget v Actual		Predicted			
	Adopted Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)	
	\$	\$	\$	\$	\$	
OPERATING ACTIVITIES						
Net current assets at start of financial year surplus/(deficit)	4.5.2	1,816,325	2,188,065	371,740	0	2,188,065 ▲
Revenue from operating activities (excluding rates)						
Operating grants, subsidies and contributions	4.1.2	3,021,405	601,847	(119,773)	0	2,901,632 ▼
Fees and charges	4.1.3	357,252	323,293	0	0	357,252
Interest earnings	4.1.6	14,615	28,348	0	0	14,615
Other revenue	4.1.7	17,374	5,882	0	0	17,374
Profit on asset disposals	4.1.8	55,876	17,200	0	0	55,876
		3,466,522	976,570	(119,773)	0	3,346,749
Expenditure from operating activities						
Employee costs	4.2.1	(2,428,051)	(919,302)	(38,000)	0	(2,466,051) ▲
Materials and contracts	4.2.2	(3,154,631)	(1,068,475)	(180,500)	0	(3,335,131) ▲
Utility charges	4.2.3	(65,969)	(24,607)	0	0	(65,969)
Depreciation on non-current assets	4.2.4	(2,132,983)	(1,124,181)	0	0	(2,132,983)
Interest expenses	4.2.5	(2,456)	(787)	0	0	(2,456)
Insurance expenses	4.2.6	(184,624)	(180,840)	0	0	(184,624)
Other expenditure	4.2.7	(128,136)	(3,007)	0	0	(128,136)
Loss on asset disposals	4.2.8	(19,302)	(19,279)	0	0	(19,302)
		(8,116,152)	(3,340,478)	(218,500)	0	(8,334,652)
Non-cash amounts excluded from operating activities		2,058,909	1,126,259	0	0	2,058,909
Amount attributable to operating activities		(774,396)	950,416	33,467	0	(740,929)
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	4.3.1	928,620	240,000	0	0	928,620
Payments for property, plant and equipment and infrastructure	4.4.1	(3,502,148)	(1,315,337)	(8,000)	0	(3,510,148) ▲
Proceeds from disposal of assets	4.3.2	106,304	32,721	0	0	106,304
		(2,467,224)	(1,042,616)	(8,000)	0	(2,475,224)
Non-cash amounts excluded from investing activities		0	0	0	0	0
Amount attributable to investing activities		(2,467,224)	(1,042,616)	(8,000)	0	(2,475,224)
FINANCING ACTIVITIES						
Proceeds from new borrowings	4.3.3	175,000	0	0	0	175,000
Payments for principal portion of lease liabilities		(7,886)	(3,912)	0	0	(7,886)
Transfers to cash backed reserves (restricted assets)	4.5.10	(225,115)	(4,741)	(25,467)	0	(250,582) ▲
Transfers from cash backed reserves (restricted assets)	4.5.11	250,000	0	0	0	250,000
Amount attributable to financing activities		191,999	(8,653)	(25,467)	0	166,532
Budget deficiency before general rates		(3,049,621)	(100,853)	0	0	(3,049,621)
Estimated amount to be raised from general rates	4.5.1	3,049,621	3,046,947			3,049,621
Closing funding surplus/(deficit)	3 (c)	0	2,946,094	0	0	0

SHIRE OF CHAPMAN VALLEY
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022

1. BASIS OF PREPARATION

The budget review comprises financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

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

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

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

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget review or required by legislation.

The local government reporting entity

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

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

Rounding off figures

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

2022-23 actual balances

Balances shown in this budget review report as YTD Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget review relate to the original budget estimate for the relevant item of disclosure.

Judgements, estimates and assumptions

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

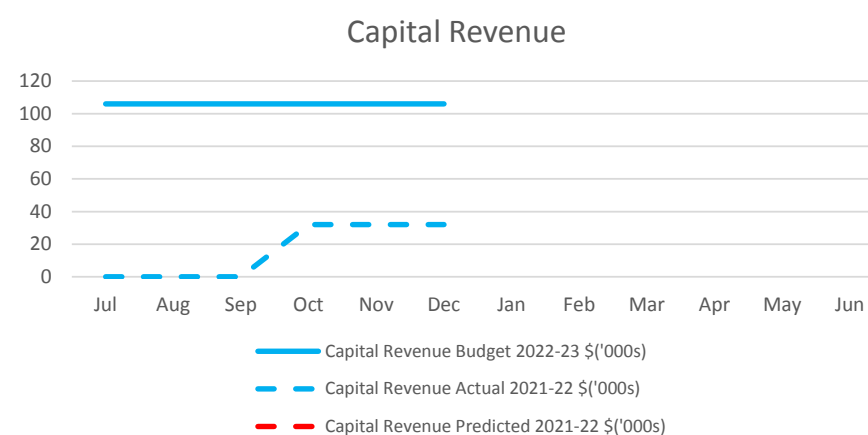
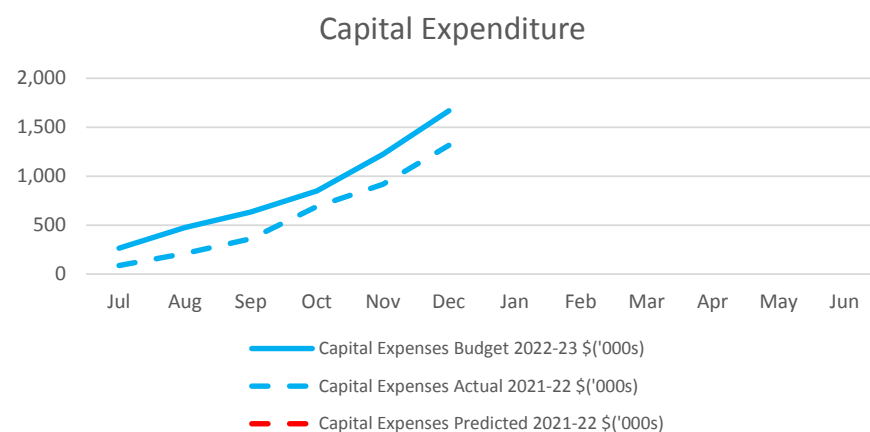
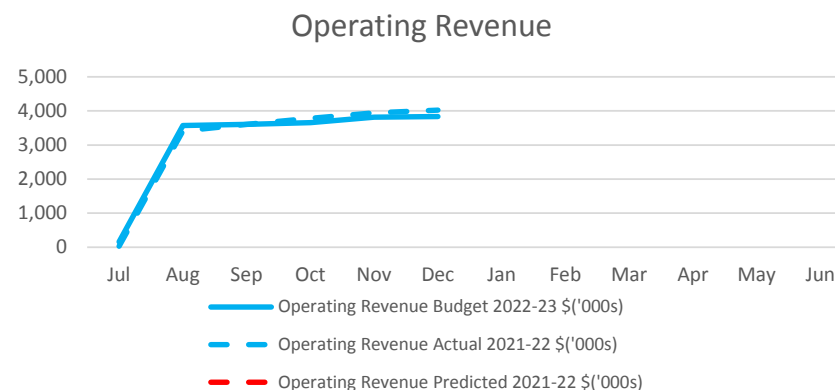
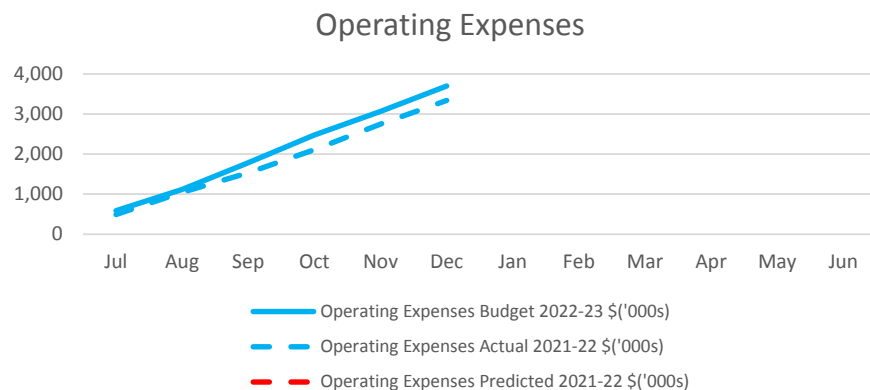
The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent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

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

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

SHIRE OF CHAPMAN VALLEY
SUMMARY GRAPHS - BUDGET REVIEW
FOR THE PERIOD ENDED 31 DECEMBER 2022

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF CHAPMAN VALLEY
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022

3 NET CURRENT FUNDING POSITION

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

Operating activities excluded from budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(a) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.

	Actual - Used for Budget 30 June 2022	Audited Actual 30 June 2022	Budget 30 June 2023	Actual 31 December 2022
Adjustments to operating activities			\$	\$
Less: Profit on asset disposals	(55,876)	(86,856)	(55,876)	(17,200)
Less: Movement in liabilities associated with restricted cash	0	24,213	0	
Less: Fair value adjustments to financial assets at fair value through profit and loss	0	(2,998)	0	
Less: Movement in liabilities associated with employee benefits	(37,500)	18,149	(37,500)	
Less: Movement in other provisions (non-current)	0	(3,404)	0	(1)
Add: Loss on asset disposals	19,302	0	19,302	19,279
Add: Depreciation on non-current assets	2,132,983	2,089,998	2,132,983	1,124,181
Non-cash amounts excluded from operating activities	2,058,909	2,039,102	2,058,909	1,126,259

(b) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.

Adjustments to net current assets

Less: Restricted cash	(1,293,181)	(1,318,066)	(1,318,648)	(1,322,807)
Add: Proceeds from borrowings	175,000	0	175,000	0
Add: Provisions - employee	327,768	418,331	418,331	418,331
Add: Lease liabilities		7,886		7,886
Total adjustments to net current assets	(790,413)	(891,849)	(725,317)	(896,590)

(c) Composition of estimated net current assets

Current assets

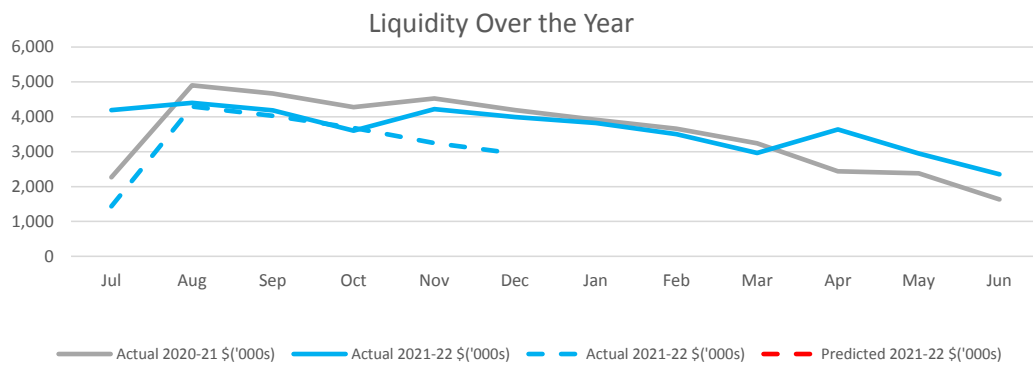
Cash unrestricted	211,497	3,623,639	211,497	3,493,035
Cash restricted	1,704,352	1,318,066	1,729,819	1,322,807
Trade & other receivable	156,585	221,585	156,585	561,618
Other current assets	0	9,068	0	21,817
Inventories	5,267	6,767	5,267	7,125
	2,077,701	5,179,125	2,103,168	5,406,402

Less: current liabilities

Payables	(532,864)	(1,071,338)	(532,864)	(579,540)
Contract liabilities	(251,656)	(601,656)	(251,656)	(557,961)
Lease liabilities	0	(7,886)	0	(7,886)
Long term borrowings	(175,000)	0	(175,000)	0
Provisions	(327,768)	(418,331)	(418,331)	(418,331)
	(1,287,288)	(2,099,211)	(1,377,851)	(1,563,718)
Net current assets	790,413	3,079,914	725,317	3,842,684

Less: Total adjustments to net current assets
Closing funding surplus / (deficit)

(790,413)	(891,849)	(725,317)	(896,590)
0	2,188,065	0	2,946,094



SHIRE OF CHAPMAN VALLEY
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022

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

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

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

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

FINANCIAL ASSETS AT AMORTISED COST

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

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

TRADE AND OTHER RECEIVABLES

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

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

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

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

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

INVENTORIES

General

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

CONTRACT ASSETS

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

CURRENT AND NON-CURRENT CLASSIFICATION

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

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire of Chapman Valley prior to the end of the financial year that are unpaid and arise when the Shire of Chapman Valley becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

PREPAID RATES

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

EMPLOYEE BENEFITS

Short-Term Employee Benefits

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

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

PROVISIONS

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

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

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire of Chapman Valley are recognised as a liability until such time as the Shire of Chapman Valley satisfies its obligations under the agreement.

**HIRE OF CHAPMAN VALLEY
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 DECEMBER 2022**

PREDICTED VARIANCES

Comments/Reason for Variance

		Variance \$	
		Permanent	Timing
1 OPERATING REVENUE (EXCLUDING RATES)			
4.1.2 OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS			
Decreased revenue Financial Assistance Grant balance payment	(168,273)		
Increase in various grant funding for community development	10,500		
Increase in grant funding for traineeship ranger services	38,000		
	0		
Predicted Variances Carried Forward	(119,773)		0
Predicted Variances Brought Forward	(119,773)		0
2 OPERATING EXPENSES			
4.2.1 EMPLOYEE COSTS			
Additional salaries & wages for trainee ranger as per grant funding	(38,000)		
4.2.2 MATERIAL AND CONTRACTS			
Various additional materials and external contractors as per note 5	(18,000)		
Additional materials and external contractors for community development grants	(2,500)		
Additional external contractor expense for bridge works	(160,000)		
Predicted Variances Carried Forward	(338,273)		0
Predicted Variances Brought Forward	(338,273)		0
3 CAPITAL REVENUE			
4.3.1 NON OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS			
	0		
Predicted Variances Carried Forward	(338,273)		0
Predicted Variances Brought Forward	(338,273)		0
4 CAPITAL EXPENSES			
4.4.1 LAND AND BUILDINGS			
Upgrades to Stadium Kitchen	(8,000)		
Predicted Variances Carried Forward	(346,273)		0
Predicted Variances Brought Forward	(346,273)		0
5 OTHER ITEMS			
4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)			
	(25,467)		
4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)			
Total Predicted Variances as per Annual Budget Review	(371,740)		0

SHIRE OF CHAPMAN VALLEY
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2022

5. BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Comments
				\$	\$	\$	\$	
	Budget Adoption		Opening Surplus(Deficit)		371,740		371,740	Increase in carry forward surplus
3412	Coronation Beach Expenses		Operating Expenses			(3,500)	368,240	Increase in expenditure
3412	Coronation Beach Expenses		Operating Expenses			(10,500)	357,740	Increase in expenditure
0512	Furniture & Equipment Expense		Operating Expenses			(4,000)	353,740	Increase in expenditure
0722	Accounting Software Operating Expenditure		Operating Expenses			(6,000)	347,740	Increase in expenditure
0722	Accounting Software Operating Expenditure		Operating Expenses			(3,000)	344,740	Increase in expenditure
0722	Accounting Software Operating Expenditure		Operating Expenses			(10,500)	334,240	Increase in expenditure
0722	Accounting Software Operating Expenditure		Operating Expenses		19,500	0	353,740	Decrease in expenditure
0772	Trainee Ranger Expense		Operating Expenses			(38,000)	315,740	Increase in expenditure
0773	Grant Revenue (Rangers)		Operating Revenue		38,000		353,740	Increase in revenue
3232	Community Development Officer Expenses		Operating Expenses			(1,500)	352,240	Increase in expenditure
3103	Grants Received (Other Community Amenities)		Operating Revenue		1,500		353,740	Increase in revenue
3232	Community Development Officer Expenses		Operating Expenses			(1,000)	352,740	Increase in expenditure
3103	Grants Received (Other Community Amenities)		Operating Revenue		1,000		353,740	Increase in revenue
2834	Land & Building Purchases (NCA)		Operating Expenses			(8,000)	345,740	Increase in expenditure
2883	Contributions & Reimbursements (Recreation & Sport)		Operating Revenue		8,000		353,740	Increase in revenue
0233	Financial Assistance Grants (Local Roads Funding)		Operating Revenue			(168,273)	185,467	Decrease in revenue
3174	Main Road WA Grant Expenditure		Operating Expenses			(160,000)	25,467	Increase in expenditure
4770	Transfer to Office & Equipment Reserve (EQ)		Capital Expense			(25,467)	0	Increase in capital expenditure
Amended Budget Cash Position as per Council Resolution				0	439,740	(439,740)	0	

10.3 Chief Executive Officer

10.3.1	Annual Electors Meeting
Department	Finance, Governance & Corporate Services Chief Executive Officer
Author	Jamie Criddle
Reference(s)	413.01
Attachment(s)	1. Unconfirmed Minutes Annual Electors Meeting held 6.2.23 [10.3.1.1 - 7 pages]

Voting Requirements

Simply Majority

Staff Recommendation

The Minutes of the Annual Electors meeting dated 6th February 2023 be received with the following action required from the meeting be laid on the table until the Audit Report is ready for adoption (generally in December):

- Motion from the floor for the next Annual Electors Meeting to be held at Bill Hemsley Park Community Centre

Disclosure of Interest

No officer declared an interest under the Local Government Act 1995, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

At the December 2022 Ordinary Council Meeting (OCM) Council resolved the following:

MOVED: Cr Forth

SECONDED: Cr Batten

COUNCIL RESOLUTION/ STAFF RECOMMENDATION 2 (Simple Majority Vote Required)

Council:

- 1 Receives and accepts the Auditors Financial Report for 2021/2022;*
- 2 Receives and accept the Auditors Management Report 2021/2022;*
- 3 Set the date for the Annual General Meeting of Electors for the 6 February 2022, commencing 6.00pm at the Nabawa Council Chamber and advertise this meeting accordingly.*

- 4 *Request the CEO give local public notice of the availability of the Annual Report as required by s5.55 the Act:*
- 5 *Publish the Report on the Shire Website within 14 days of Council acceptance in accordance with s5.55A of the Act;*
- 6 *Provides a copy of the Shire of Chapman Valley 2021/2022 Annual Report to the Director General of the Department of Local Government.*
- 7 *Correspond to the Minister for Local Government, the Department of Local Government and the Office of the Auditor General disputing the severity of the risk (Significant) attached to the Fair Value of Infrastructure Assets – Frequency of valuations due to the materiality of the issue and apparent additional costs to band 4 Local Governments.*

Voting F8/A0

CARRIED

Minute Reference: 12/22-18

Council held its Annual Electors Meeting on the 6th February 2023 and a copy of the unconfirmed minutes from the meeting have been provided under separate cover as **Attachment Unconfirmed Minutes Annual Electors Meeting 6.2.23.**

Comment

As required by legislation, this item is being presented to the first Ordinary Council Meeting following an Annual Electors meeting to enable consideration of the issues raised (if any).

Statutory Environment

The report complies with the requirements of the:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996 Section 33A

Section 5.33 of the *Local Government Act 1995* requires that:

“(1) *All decisions made at an electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable –*

(a) *At the first ordinary council meeting after that meeting; or*

(b) *At a special meeting called for that purpose.*

which ever happens first.

(2) *If at a meeting of the Council a local government makes a decision in response to a decision made at an electors meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.”*

Policy/Procedure Implications

No Policy or Management Procedure affected.

Financial Implications

No Financial Implications Identified.

Strategic Implications

Strategic Community Plan/Corporate Business Plan Implications

GOVERNANCE & ACCOUNTABILITY

5.2 Be accountable and transparent while managing human and physical resources effectively

5.2.4 Effectively Engage and communicate with the community.

Consultation

Meeting was advertised and attended by elector(s), elected members and staff.

Risk Assessment

An Insignificant Compliance Risk of Level 1 - Which will likely result in no noticeable regulatory or statutory impact.

An Insignificant Reputational Risk of Level 1 - Which will likely result in unsubstantiated, low impact, low profile or 'no news' item.

ANNUAL ELECTORS MEETING

Unconfirmed Minutes

6:00PM

6 February 2023

**Nabawa Council
Chambers**

SHIRE OF CHAPMAN VALLEY

Jamie Criddle

CHIEF EXECUTIVE OFFICER

*"A thriving
community.
making the
most of our
coastline,
ranges and
rural
settings to
support us
to grow and
prosper"*



SHIRE OF

Chapman Valley

love the rural life!

Unconfirmed Minutes - Shire of Chapman Valley Annual Electors Meeting – 6 February 2023



ACKNOWLEDGEMENT OF COUNTRY

The Shire of Chapman Valley would like to respectfully acknowledge the Naaguja peoples who are the traditional owners and first people of the land on which we stand.

We would like to pay our respect to the elders past, present and emerging for they hold the memories, the traditions, the culture and hopes of the Naaguja peoples.

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley 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 Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

Jamie Criddle
CHIEF EXECUTIVE OFFICER

*Unconfirmed Minutes - Shire of Chapman Valley Annual Electors Meeting – 6 February 2023***ORDER OF BUSINESS****1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The President, Cr Warr welcomed Electors, Elected Members and Staff declaring the meeting open at 6:00pm.

2.0 ACKNOWLEDGMENT OF COUNTRY

I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present and emerging.

3.0 RECORD OF ATTENDANCE/APOLOGIES**3.1 Attendees**

Elected Members	In	Out
Cr Kirrilee Warr (President)	6:00pm	6:24pm
Cr Darrell Forth (Deputy President)	6:00pm	6:24pm
Cr Nicole Batten	6:00pm	6:24pm
Cr Beverley Davidson	6:00pm	6:24pm
Cr Liz Elliott-Lockhart	6:00pm	6:24pm
Cr Catherine Low	6:00pm	6:24pm
Cr Peter Humphrey	6:00pm	6:24pm
Officers		
Jamie Criddle, Chief Executive Officer	6:00pm	6:24pm
Simon Lancaster, Deputy Chief Executive Officer	6:00pm	6:24pm
Dianne Raymond, Manager Finance & Corporate Services	6:00pm	6:24pm
Beau Raymond, Minute Taker	6:00pm	6:24pm
Visitors		
Tony Webb	6:00pm	6:24pm

*Unconfirmed Minutes - Shire of Chapman Valley Annual Electors Meeting – 6 February 2023*3.2 Apologies

Cr Royce

4.0 PUBLIC QUESTION TIME4.1 Response to Previous Public Questions on Notice

Nil

4.2 Public Question Time

Name: Tony Webb

Question:

With the recent announcements surrounding the activation of the Oakajee Strategic Industrial Area, what impacts will that have on staff and staffing levels within the Shire and what update can the Shire provide on the project in general.

Response:

An update as it stands at the moment is that the State Government's Industrial Lands Panel has approved the Oakajee Strategic Industrial Area (SIA) land allocation in the latest move to make the greenfield site a globally competitive, multi-product renewable hydrogen industrial precinct. The greenfield Oakajee site is recognised for its world class wind and solar energy potential, which is ideal for the production of renewable hydrogen for domestic and commercial use, advanced manufacturing and export.

In 2021, the State Government committed \$47.5 million to the activation of the Oakajee Strategic Industrial Area and is progressing early road infrastructure as a first step towards developing Oakajee into a globally competitive renewable hydrogen precinct.

Noting the significant interest in the opportunity, the Industrial Lands Panel has agreed to allocate land to six proponents subject to negotiations and agreement being reached on key terms with DevelopmentWA as the State's central land development agency.

The six proponents are:

- BP;
- Fortescue Future Industries;
- Copenhagen Infrastructure Partners;
- Green LOHC;
- Kinara Power; and
- Blue Diamond Australia

Unconfirmed Minutes - Shire of Chapman Valley Annual Electors Meeting – 6 February 2023

In terms of what impact it will have on the Shire and Shire staff is unclear at this stage. A lot of the planning work associated with establishing the Oakajee Industrial Estate has already taken place and the Shire continues to work with key state government agencies, in particular Development WA, the Department of Jobs, Science, Tourism & Innovation, Mid West Ports Authority and Main Roads WA along with private proponents in working towards the activation of the Oakajee Industrial Estate. The Shire has been involved in these partnerships for many years and it would be reasonable to suggest that the unfolding project timeframe will be staged.

Name: Tony Webb

Question:

What are the latest on Local Government Act Reform and what impact will it have on the Shire?

Response:

The McGowan Government previously announced it was set to deliver the largest set of sweeping reforms to Local Government in more than 25 years.

Major changes to the Local Government Act and Regulations are promoted as providing for a stronger, more consistent framework for local government across Western Australia. The reform proposals have the intended outcome of delivering significant benefits for residents and ratepayers, small business, industry, elected members and professionals working in the sector.

The package is based on six major themes:

1. Earlier intervention, effective regulation and stronger penalties;
2. Reducing red tape, increasing consistency and simplicity;
3. Greater transparency and accountability;
4. Stronger local democracy and community engagement;
5. Clear roles and responsibilities; and
6. Improved financial management and reporting.

The Department of Local Government, Sport and Cultural Industries invited comments from local governments and the wider community to inform implementation of the reforms. The consultation period ran from 10 November 2021 to 25 February 2022. More than 200 submissions were received from local governments (including Chapman Valley), peak bodies, advocacy groups and members of the public.

As part of the first tranche of reforms, Council has already committed to reducing the number of councillors from 8 to 7 at the 2023 October elections.

It is expected that the 130 odd reform changes would be introduced to parliament in early 2023 and be rolled out throughout 2023 & 2024.

Page | 5

*Unconfirmed Minutes - Shire of Chapman Valley Annual Electors Meeting – 6 February 2023***5.0 DISCLOSURE OF INTEREST**

Nil

6.0 CONFIRMATION OF MINUTES FROM PREVIOUS ANNUAL ELECTORS MEETING 8TH FEBRUARY 2022**Council Resolution****MOVED: Cr Forth****SECONDED: Cr Batten**

That the Minutes of the Annual Meeting of Electors held 8 February 2022 be confirmed as true and accurate.

Voting F8/A0**CARRIED****Minute Reference: AEM 02/23-01****7.0 RECEIVING 2021/2022 ANNUAL REPORT**

The 2021/2022 Annual Report including the following were provided with the Annual Electors Meeting Agenda:

- 2021/2022 Annual Financial Statements
- 2021/2022 Audit Report
- President's Report
- Chief Executive Officer's Report

Council Resolution**MOVED: Cr Batten****SECONDED: Cr Elliott-Lockhart**

That the 2021/2022 Annual Report including Annual Financial Statements, Audit Report, Management Report, President's Report and Chief Executive Officer's Report be endorsed as presented without amendments.

Voting F8/A0**CARRIED****Minute Reference: AEM 02/23-02****8.0 GENERAL BUSINESS****Council Resolution****MOVED: Cr Humphrey****SECONDED: Cr Low**

That Council resolve to hold the 2023/2024 Annual Electors Meeting at the Bill Hemsley Park Community Centre.

Unconfirmed Minutes - Shire of Chapman Valley Annual Electors Meeting – 6 February 2023

Voting F7/A1

CARRIED

Minute Reference: AEM 02/23-03

For: Cr Warr, Cr Batten, Cr Davidson, Cr Elliott-Lockhart, Cr Humphrey, Cr Low & T Webb.

Against: Cr Forth - Noted that Cr Forth's vote against was made purely on a procedural basis (not the correct forum) rather than not wanting to hold the meeting at the Bill Hemsley Park Community Centre.

9.0 CLOSURE

The Presiding Member thanked members, ratepayers, visitors and staff for attending and declared the electors meeting closed at 6:24pm.

10.3.2	Corporate Business Plan 2022-2025
Department	Finance, Governance & Corporate Services Chief Executive Officer
Author	Jamie Criddle
Reference(s)	314.04
Attachment(s)	1. 10.3.2 Att - Corporate Business Plan 2022- 25 [10.3.2.1 - 4 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council endorse the Corporate Business Plan as presented.

Disclosure of Interest

No officer declared an interest under the Local Government Act 1995, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

Council adopted the revised Strategic Community Plan (SCP) at the August 2022 OCM after a full review process during 2022

MOVED: Cr Royce

SECONDED: Cr Forth

COUNCIL RESOLUTION /STAFF RECOMMENDATION

That Council by Absolute Majority pursuant to Section 5.56 of the Local Government Act 1995 RESOLVES to:

- 1. Adopt the Shire of Chapman Valley Strategic Community Plan 2022-2032; and*
- 2. Give public notice of the adoption of the Shire of Chapman Valley Strategic Community Plan 2022-2032.*

Voting F8/A0

CARRIED

Minute Reference: 08/22-08

The next stage of Integrated Planning & Reporting review process is to establish a Corporate Business Plan (CBP) based on the SCP to provide the Chief Executive Officer with direction on how and when to implement specific aspect of the plans over what specific timeframes (e.g., short, medium, long or ongoing)

Comment

The Draft CBP has been reduced to a Table, which lifts the Reference Numbers, Objectives, Strategies and Actions for the Council endorsed SCP. The Draft CBP then lists specific items under short, medium, long-term periods and those items as ongoing matters (See **Attachment Corporate Business Plan 2022-2025**).

The Draft CBP (as presented) is extracted from the Strategic Community Plan and is a live document and can be modified from time to time. The Chief Executive Officer will add comments to the plan on a monthly basis when objectives are achieved. This will be listed in the CEO Officers Report.

Statutory Environment

The report complies with the requirements of the:
Local Government Act 1995

Section 5.56 of the *Local Government Act 1995* states:

"5.56 Planning for the Future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district."

It is intended under the Western Australian Integrated Planning and Reporting Framework that the Strategic Community Plan will replace the Plan for the Future under the process as set out by the *Local Government (Administration) Regulations 1996*.

Section 19C of the *Local Government (Administration) Regulations 1996* states:

"19C Strategic community plans, requirements for (Act Section 5.56)

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

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*

(c) *demographic trends.*

(6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*

(7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

(8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

(9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*

(10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.”*

Policy/Procedure Implications

No Policy or Management Procedure affected.

Financial Implications

Budgetary Implications

The budget will be affected in the following ways:

All relevant projects endorsed in the CBP for short, medium, and long term will be included in the Long Term Financial and Asset Management Plans (if applicable).

Strategic Implications

It was clear the Shire's original Integrated Strategic Plans needed improvement as they were lacking in content, integrity, and ownership by the Shire.

It would be fair to say the initial Plans were adopted predominantly to appease the legislative deadlines for the completion of the Plans. Unfortunately, it appears, the process to establish the Plans lost its way and the feeling was they did not have any ownership by Council, Staff and/or the community. Hence the reason staff have been working on a review of the plans over the past few years with Councillors and the community to bring some validity, understanding and ownership to these Plans.

Strategic Community Plan/Corporate Business Plan Implications

GOVERNANCE & ACCOUNTABILITY

5.2 Be accountable and transparent while managing human and physical resources

effectively

5.2.2 Long Term Financial Management.

Consultation

In response to legislative requirements, formal community engagement processes to inform the development of the Draft SCP were carried out from February to April 2022. Consultation processes included a survey on the Shire website, distribution of postcards in public venues and businesses, a mail out of survey forms and one-on-one meetings with residents and regional businesses and entities.

The CEO also met with relevant Senior Staff to ensure they have had the opportunity to discuss the Draft SCP prior to the Concept Forum, final advertising for community submission and subsequent Council endorsement at the 2022 OCM.

The SCP review process was facilitated by Marg Hemsley (LG People & Culture).

As the CBP is a document from Council directing the CEO on priorities and timeframes to implement items identified in the CBP this Plan now needs to be finalised and endorsed by Council.

Risk Assessment

An Insignificant Compliance Risk of Level 1 - Which will likely result in no noticeable regulatory or statutory impact.

An Insignificant Reputational Risk of Level 1 - Which will likely result in unsubstantiated, low impact, low profile or 'no news' item.

CORPORATE BUSINESS PLAN
Shire of Chapman Valley Corporate Business Plan & Progress Report (Green= SCP timeline goal)

	Objective	Strategy	Action	Completed	Status Report 2022-23	Short Term 2022 Status	Medium Term 2024-25	Long Term 2025 & beyond	Ongoing
COMMUNITY, HEALTH & LIFESTYLE									
1.1	Nurture the sense of community throughout the Shire while maintaining / supporting the differing residential groups and volunteers	Development of plans and strategies relevant to emerging population needs	Review existing plans and develop new plans as required			Monitor existing plans to ensure they remain current & pursue funding opportunities should they arise		Policies & Plans remain relevant & implemented as funding becomes available	
		Determine a whole of Shire community integration approach	Seize opportunities to promote a sense of community			High – Rural Areas Low – Other Areas		Higher than existing levels	
		Identify all volunteers and determine their support needs	Administrative and community development support, resources & programs			Numbers reducing and indications of burnout among volunteers and groups		Volunteer numbers and support for admin and activities is increase and burnout reduces	
1.2	Address identified ageing population issues	Advocate for current and future services and housing needs	Review level of need and range of services or accommodation needed			Ageing population in parts and availability of suitable accommodation limited		People can age in place and access relevant services	
1.3	Strengthen our role in regional partnerships and advocacy for continuity of local services/ facilities	Maintain close relationships with neighbouring shires and regional bodies	Participate in and advocate for regional resources sharing and cross- boundary cooperation			Continue to explore and participate in regional resource sharing where this is of benefit to the Shire & community		Increased resource sharing to deliver services	
		Engage in conversations related to the provision of essential and desired services for Chapman Valley residents and visitors	Participate in and advocate for regional resource sharing and cross-boundary cooperation			Ongoing. Planning for services and resources to be shared with several LGAs		Increased resource sharing to deliver services	
1.4	Maintain and enhance community safety and security	Maintain safe roads and infrastructure	Continue annual review of Road Hierarchy, Roadworks Program, and Plant Replacement Program. Advocate for continual improvement of Shire & State owned road infrastructure			Good planning and review structure		Improved planning. Continual improvement of road infrastructure	
		Enhance community and property security	Encourage improved communications and security across the Shire			SMS Rural Watch service & Community Network		Improved security	
1.5	To maximise health and lifestyle outcomes through environment and public health strategies	To adopt an integrated approach to the provision of services to address the wider health and wellbeing of the community	To develop and adopt a public health plan for the Shire of Chapman Valley			Health Plan development in progress		There is a plan for public health that will support strategies and projects	
ECONOMY & POPULATION									
2.1	Build population and business activity with targeted strategies	Support business development, lifestyle changes and short/ term accommodation	Ensure Planning is in place to encourage business development, promoting investment opportunities. Facilitate collaborative approach to attract staff within communities			Solid and appropriate Planning is in place.		Retain and improve where necessary	
		Research mixed land use opportunities	Investigate possible planning improvements			Solid and appropriate Planning is in place.		Retain and improve where necessary	
		Consider business start- up incentives	Investigate possible planning improvements			Planning in place		Planning retained and enhanced if needed	

2.2	Provide support for business development and local employment	Build on digital network development in the Valley	Continue advocating for improvements to digital infrastructure			Mobile Phone and internet services improved		Continue advocating for improvements to existing digital infrastructure and communication channels	
2.3	Embrace local tourism & regional strategies and trails	Research a local tourism plan/initiatives & integrate with regional tourism plans	Work with local tourism network and regional groups to enhance opportunities and visitor numbers			Working with Tourism Operators/Community organisations to develop more regular events		Established Plan owned and implemented by Tourism Operators.	
		Explore support needed by local tourism industries	Facilitate assistance for local tourism operators			Assistance for local events, new ideas i.e. Backroads bike race		Support for tourism operators	
		Seek opportunities to establish more recreational trails in the Shire for local population and visitors	Determine potential trail sites and carry out feasibility studies that include types of users, costs, and environmental risks			Reviews of potential sites and feasibility studies to be considered such as Moresby Ranges & Coronation Beach		More trails established and promoted to community and visitors	
2.4	Ensure town planning scheme allows for economic development / population retention / growth	Town Planning review for residential land, aged care facilities or business / industrial development opportunities	Ensure planning is in place to encourage economic dev. activities, owned and rental accommodation and short stay opportunities			Solid and appropriate planning is in place		Retain and improve growth opportunities where indicated	
2.5	Develop marketing plan to promote Chapman Valley as place to live, invest, work or visit	To develop and resource physical and digital marketing resources to promote Chapman valley as a tourist or day trip destination or for lifestyle changing relocations	Determine strategy and key success indicators and seek skills and capacity in a short-term project to deliver on expectations			Limited marketing resources in the Shire		Chapman Valley is well promoted, widely acknowledged as a destination, with visitor and population numbers increasing	
ENVIRONMENT & SUSTAINABILITY									
3.1	Protect & nurture the Natural Environment	Manage the impact of waste, water, weeds, vermin, and human activities on the Environment	To develop a risk management plan for known tourist trails and hotspots			Identifying key hotspot locations and Investigate funding for installation of CCTV systems		Mitigation strategies in place for fragile natural areas of the Shire	
			Investigate possible planning improvements			No further action to date. CCTV coverage appears to be addressing illegal issues		Improved controls and monitoring. May not need to be a manned site	
3.2	Maintain the rural identity of the Shire	Develop western peri-urban environment in context to rural lifestyle	Ensure Planning is in place to encourage peri-urban development activities.			Solid and appropriate Planning is in place		Retain and improve where necessary	
		Ensure recreational, tourism activities on lifestyle blocks have minimal impact on sustainable farming	Ensure Planning is in place to encourage tourism activities or lifestyle blocks, acknowledging WAPC Policies and State direction on protecting prime agricultural land			Solid and appropriate Planning is in place		Retain and improve where necessary	

3.3	Build the green canopy of the Shires towns public facilities and rural areas	To increase the green canopy in building applications, facility development or upgrades, and incentive schemes to get more trees planted	Commit to planning and planting of shade trees in towns and public buildings and facilities encourage residents to plant shade trees on their properties			Desire from the Community for more shade trees		Increased number of trees in towns and on rural properties	
3.4	Manage the impact of waste, water, weed and vermin control on the environment	Continue to review and allocate resources to control declared weeds and vermin control on Shire owned/controlled land. And encourage landowners to manage their environmental issues	Develop a weed and vermin education and management plan and resource plan implementation			Current resource allocations adequate for declared weeds. Not in place for nuisance weeds		Resource allocation appropriate to the level of control considered appropriate for weeds (declared and/or nuisance)	
		Address weed and vermin control	Lobby responsible agencies and departments and to control weeds and vermin on their properties			Improving controls in place		Improved controls introduced by external agencies, departments, and landowners	
3.5	Fire mitigation and control	Monitor and manage water supply and quality	Advocate Water Corporation to continue to manage and monitor water supply and quality			Monitor and supply in place		Retain supply and monitoring	
		Install renewable initiatives on new and existing buildings	Encourage landowners to install renewable initiative to new and existing buildings. Shire to lead by example			Advocacy role only		Increase take-up of rainwater tanks, solar panels installed on new and existing buildings	

PHYSICAL & DIGITAL INFRASTRUCTURE

4.1	Develop, manage, and maintain built infrastructure	Asset Management Plan	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire			Plans up to date and in place		Retain level and improve where necessary.	
		Development Projects	Review Strategic Community Plan to identify possible development projects and advocate and encourage public private investment			Plans up to date and in place		Retain level and improve where necessary.	
4.2	Manage and maintain roads, drainage, and other essential infrastructure	Capital Road Works Programs	Review Road Hierarchy and 10 Year Road Works Program/ Widen roads and improve storm drainage where practicable			Plans up to date and in place	Retain level and improve where necessary	Retain level and improve where necessary	
		Plant Replacement Programs	Review Plant Replacement Program			Plans up to date and in place		Retain level and improve where necessary	
4.3	Aspire to develop robust communication and digital infrastructure in the Shire	Ongoing engagement with infrastructure and service providers	Continue advocating for improvements to existing infrastructure and introduction of new infrastructure for digital communications wherever practicable			Good progress with mobile phone towers. Still requiring battery backups for power outages		Mobile Phone and internet services at an acceptable level wherever it can be facilitated	

4.4	Advocate for improved power networks	To liaise and advocate with Western Power to strengthen power infrastructure in the Shire	Determine number and length of power outages in Chapman Valley and explore potential for alternative power supplies into the future			Frequent Power outages in some areas		Reliable power sources in the Valley wherever practicable	
4.5	Advocate for improved scheme water supply to townsites	To liaise and advocate with Water Corporation to increase water security with the Shire	Continue advocating for reticulated scheme water supply to various townsites			Existing scheme water carting is not sufficient		Improved water supply and quality to all communities	
GOVERNANCE & ACCOUNTABILITY									
5.1.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines			Governance and management policies are reviewed by Council annually		Clear separation between Council and Management Policies. Monitoring and review carried out with relevant topic expertise	
5.2	Be accountable and transparent while managing human and physical resources effectively	Asset Management	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire			Plans up to date and in place		Retain level and improve where necessary	
		Long Term Financial Management	Review Long Term Financial Plan regularly and maintain integration with other Strategic Plans of the Shire			Plans up to date and in place		Retain level and improve where necessary	
		Workforce Planning	Review Workforce Plan WFP regularly and maintain integration with other Strategic Plans of the Shire			Plans up to date and in place		Retain level and improve where necessary	
		Effectively Engage and communicate with the community	Implement Community Communication plan/ Stakeholder Engagement policy			Continual website upgrades, consider external media consultants		Maintain and improve communications with community	
		To ensure all residents can be engaged in communication and issue notifications, especially those not on social media.	Consultation with the community to determine best methods of delivering information or addressing issues across the Shire			Communication online and through social media can be exclusive to those who don't use those mediums.		Communication is delivered to the community in a manner appropriate to the methods they can receive	
5.3	Make informed decisions within resources and areas of responsibility	Council and Shire process formally incorporate integrated plans as references	Reference SCP, CBP, Asset AMP, LTFP and WP regularly as part of decision-making process			Plans up to date and in place		Retain level and improve where necessary	
		Regular and relevant briefings to Elected Members	Continue with Staff Information Reports and Concept Forum Sessions with Council			Reports in place and referenced at monthly Council meeting		Retain and improve where necessary	
5.4	Ensure robust process for economic and infrastructure development	Town Planning Review/ Initiatives	Ensure Planning is in place to encourage economic development activities			Solid and appropriate Planning is in place		Retain and improve where necessary	

10.3.3 Nabawa Recreational Centre Upgrades - Disaster Ready Fund Application

Department Finance, Governance & Corporate Services
Chief Executive Officer

Author Jamie Criddle

Reference(s) 801.00

Attachment(s) Nil

Voting Requirements

Simply Majority

Staff Recommendation

That Council:

1. Authorise the submission of the Disaster Ready Fund application for the proposed upgrades to the Nabawa Recreation Centre & Stadium facilities to assist in future natural disasters and provide better capacity to evacuate and care for displaced people and will reduce the impact of hazards on the community.
2. Agree to the 50% funding request and place in draft budget consideration by combination of cash or loan funds.
3. Seek addition funding avenues to progress the project (if successful)

Disclosure of Interest

No officer declared an interest under the Local Government Act 1995, Subdivision 1 (LGA 1995) in the preparation of this report.

Background

The Australian Government has established the Disaster Ready Fund (DRF). The DRF will provide up to one billion dollars over the next five years, from 1 July 2023, to improve Australia's resilience to natural hazards.

Funding for DRF Round One: 2023-24 is now open. Up to \$200 million in funding is available, with projects to commence from 2023-24.

Projects under DRF Round One 2023-24 can target a broad range of natural hazards, and can include:

- **(Stream 1) Infrastructure projects, such as**
 - investment in grey infrastructure;
 - investment in green-blue infrastructure (including nature based solutions);
 - investment in hazard monitoring infrastructure; and

- business case development for future infrastructure (including investigation, modelling, concept and detailed design activities).
- **(Stream 2) Systemic risk reduction projects, such as**
- supporting a better understanding of risk, through a better evidence base to understand and raise awareness of risk – to improve understanding of natural hazards and their potential impacts over time;
- strengthening decision making by enhancing governance networks and communities of practice, including the development and/or alignment of resilience and risk reduction strategies;
- adaptation projects that improve land use planning and development practice projects, including but not limited to the preparation of regional or local plans and updating land use planning instruments and building codes;
- projects that build the capacity and capability of businesses, community sector organisations and/or at-risk communities to improve their preparedness and resilience to the impacts of future disasters; and
- projects that enable and incentivise private investment in disaster risk reduction.

Severe Tropical Cyclone (STC) Seroja crossed the Western Australian coast south of Kalbarri on 11 April 2021, as a Category 3 system, bringing wind gusts of up to 170 kilometres per hour. STC Seroja is the strongest system recorded to have impacted the Midwest Gascoyne Region. The cyclone impacted a population of almost 50,000 people and an area of more than 170,000 km² in 16 local government areas. The Shire of Northampton bore the brunt of the cyclone, with Kalbarri being the most severely impacted townsite. Chapman Valley was also severely impacted with up to 80% of properties sustaining damage and displacing many families. To date over 10,000 insurance claims have been submitted totalling over \$404 million.

The Shire of Chapman Valley and the Shire of Northampton have a joint Local Recovery Coordination Group (LRCG) established in November 2021. The LRCG includes representatives from local government, local community groups and relevant recovery agencies.

From this, the groups main task was to formulate a Local Operational Recovery Plan (LORP) which is to be used as a “Roadmap” for the recover process, incorporating the following environments as outlined in the terms of reference:

- Built
- Natural
- Social
- Economic

A copy of the Local Operational Recovery Plan is attached for reference.

One of the “Game Changer” priorities listed on the LORP was to:

“Secure funding for the development of a multi-purpose centre in Kalbarri and upgrade existing facilities in Nabawa that meets the requirements for an all-hazards evacuation centre and secure place for continuance of service delivery in an emergency.”

Comment

The Nabawa Recreation Centre & Stadium has been a topic of discussion over a number of years and has been the subject of numerous ‘ad hoc’ renovations and upgrades since the 1980’s. While these renovations have allowed the facility to remain functional at the time, the changing demands placed on the facility have deemed it not fit for purpose and in need of renovation.

The Kitchen facility is barely usable and in desperate need of renovation and remodeling, the changeroom facilities due to previous additions have made several rooms irrelevant, a waste of space and under sized. There is also no consideration to the ever-increasing female participation rates within football circles and a distinct lack of disability access and facilities.

The condition of the building itself is at best, “just holding together” with brickwork fretting, non-compliant fittings (windows etc), constant plumbing issues and internal fittings and facilities well out of date.

While this new funding stream has been sprung upon us in January 2023, it comes at a great time where Council can capitalise on the unfortunate events of Seroja and upgrade the Nabawa Stadium facilities to assist in future natural disasters and provide better capacity to evacuate and care for displaced people and will reduce the impact of hazards on the community.

This was evident in the days, weeks after the cyclone event that Nabawa did not have the capacity or facilities to adequately cater for our displaced residents, as well as offer an alternative to our neighbours in Northampton and beyond.

After contacting the Disaster Risk team handling this funding, they have advised that this proposal fits within the DRF objective of:

- (Stream 1) increase the resilience, adaptive capacity and/or preparedness of governments, community service organisations and affected communities to minimise the potential impact of natural hazards and avert disasters.

In order to progress with the funding request, Council need to decide if it wishes to apply for the funding and if so, agree to a 50% contribution (if successful). The remaining 50% can also be sourced via alternative means, such as CSRFF (sport & Recreation Funding), Lotterywest, LRCIP or other such funding opportunities. To assist in the project, Council have engaged Teakle & Lalor to produce a concept design and financial implications for the project. There is an extremely short turn around for this project, but we are hopeful to have designs & costs prior to submitting but will estimate for funding purposes, for now at between \$1.4 million and \$1.8 million.

Council are not obligated at any stage to accept the grant (if successful), but need to have a (non-binding) commitment to the project.

Council would have three (3) years to complete the project.

Statutory Environment

The report complies with the requirements of the:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy/Procedure Implications

No Policy or Management Procedure affected.

Financial Implications

Budgetary Implications

The budget will be affected in the following ways:

50% of the project will need to be sourced by the Local Government. The remaining 50% can also be sourced via alternative means, such as CSRFF (Sport & Recreation Funding), Lotterywest, LRCIP or other such funding opportunities.

Strategic Implications

Strategic Community Plan/Corporate Business Plan Implications

COMMUNITY HEALTH & LIFESTYLE

1.4 Maintain and enhance community safety and security.

1.4.1 Maintain safe roads and infrastructure.

PHYSICAL & DIGITAL INFRASTRUCTURE

4.1 Develop, manage, and maintain built infrastructure.

4.1.2 Development Projects.

Consultation

Senior Staff

DFES (Grant Fund Assessor)

Risk Assessment

A Minor Financial Impact Risk of Level 2 - Which will likely be between \$1,001 to \$10,000.

A Moderate Service Disruption Risk of Level 3 - Which will likely result in medium term temporary interruptions with backlogs cleared in less than one week.

11 Elected Members Motions

Local Government Act 1995
SHIRE OF CHAPMAN VALLEY
Standing Orders Local Law 2016

Part 5 - Business of a meeting

5.3 Motions of which previous notice has been given

- (1) Unless the Act, Regulations or this local law otherwise provide, a Member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 10 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good governance of the district.
- (4) The CEO -
- (a) may, with the concurrence of the President, may exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of any of this local law or any other written law;
- (b) will inform Members on each occasion that a notice has been excluded and the reasons for that exclusion;
- (c) may, after consultation with the Member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and
- (d) may provide to the Council relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless:
- (a) the Member who gave notice of it, or some other Member authorised by the originating Member in writing, moves the motion when called on; or
- (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.

The Council has not received any notice of motion from an elected member at the time of writing this report.

12 New Business of an Urgent Nature Introduced by Decision of the Meeting

Local Government Act 1995
SHIRE OF CHAPMAN VALLEY
Standing Orders Local Law 2016

Part 5 - Business of a meeting

5.4 New business of an urgent nature

- (1) In cases of extreme urgency or other special circumstances, matters may, on a motion by the Presiding Member that is carried by the meeting, be raised without notice and decided by the

meeting.

(2) In subclause (1), 'cases of extreme urgency or other special circumstances' means matters that have arisen after the preparation of the agenda that are considered by the Presiding Member to be of such importance and urgency that they are unable to be dealt with administratively by the local government and must be considered and dealt with by the Council before the next meeting.

13 Delegates Reports

Nil

14 Announcements by Presiding Member Without Discussion

15 Matters for which Meeting to be Closed to Members of the Public

Local Government Act 1995

Administration Part 5

Council meetings, committees and their meetings and electors'

meetings Division 2

s. 5.23

The council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.

(3) A decision to close a meeting or part of a meeting and the reason for.

The Council has no confidential items for consideration.

16 Closure