



*“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 Friday 19 July 2024

Meeting Time 9:00 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.

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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 Philip Blakeway

Cr Elizabeth Elliott-Lockhart

Cr Catherine Low

Cr Emma Rodney

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)

Cr Batten has been approved by resolution to take a leave of absence for the July 2024 meeting.

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 20 June 2024 be confirmed as true and accurate.

9 Items to be dealt with En Bloc

10 Officer Reports

10.1 Deputy Chief Executive Officer

10.1.1	Proposed Outbuilding - 12 Coastal Crest, Buller
Department	Development Service Planning
Author	Simon Lancaster
Reference(s)	A2154
Attachment(s)	<ol style="list-style-type: none"> 1. Coastal Crest Outbuilding Application [10.1.1.1 - 7 pages] 2. Coastal Crest Outbuilding Submissions [10.1.1.2 - 2 pages] 3. Coastal Crest Outbuilding Response to Submissions [10.1.1.3 - 1 page]

Voting Requirements

Simply Majority

Staff Recommendation

That Council grant formal planning approval for an outbuilding upon 12 (Lot 215) Coastal Crest, Buller subject to the following conditions:

- 1 The outbuilding must be sited a minimum setback distance of 2m from the side (southern) and rear (eastern) property boundaries.
- 2 The 2m wide area between the outbuilding and the side (southern) and rear (eastern) property boundaries must be kept clear of items and free of fuel load.
- 3 The outbuilding development must not be used for habitable, commercial or industrial purposes.
- 4 The walls and roof of the outbuilding must of materials, finish and colours that are complementary to the approved residence upon Lot 215 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 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) 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 for an application for an outbuilding upon 12 (Lot 215) Coastal Crest, Buller with a proposed reduced side and rear boundary setback. The application has been

advertised for comment and no objections were received, although query was raised over the issue of stormwater management. This report recommends approval of the outbuilding subject to the proposed rear and side setback being 2m rather than the requested 1.2m.

Comment

Lot 215 is a 4,181m² property on the eastern side of Coastal Crest in the newly created 25 lot Buller subdivision. The property has a 53.02m frontage to Coastal Crest and slopes down across its 103.4m length from the 62.8m contour in the north-eastern corner to the 57.2m contour in the south-western corner.

A building permit for a residence upon Lot 215 was issued by the Shire on 23 May 2024. The residence has been designed to meet the ancillary dwelling ('granny flat') floor area requirements, to enable the subsequent building of a main residence upon the property at a later time. Construction work upon the residence has commenced and on 21 June 2024 the Shire issued temporary approval for the owner-builder to live in a caravan on-site whilst they construct the residence.

Figure 10.1.1.1 – Location Plan for 12 (Lot 215) Coastal Crest, Buller



**Figure 10.1.1.2 – Aerial Photo of 12 (Lot 215) Coastal Crest, Buller
(Note: photo taken prior to completion of subdivision works)**



An application has been received for an outbuilding upon Lot 215 that is proposed to have a side and rear boundary setback of 1.2m which is at a lesser distance than the 7.5m listed in Table B of the Residential Design Codes of Western Australia ('R-Codes') for the 'Residential R2.5' zone.

The proposed shed would be clad in Shale Grey colorbond wall and roof cladding, and Wallaby colour flashings, to match the residence that has been previously issued a Shire building permit upon this property.

The proposed shed would have a floor area of 160m², and this meets with the maximum 180m² total floor area requirement of the Shire of Chapman Valley Outbuildings Local Planning Policy for the 'Residential R2.5' zone.

The proposed outbuilding would have a wall height of 4m and a total height of 4.882m, which would meet with the 4m wall height/5m total height requirement of the Outbuildings Policy for the 'Residential R2.5' zone. However, the outbuilding would be sited on fill to achieve a level site area, which would be 0.32m above natural ground level at its highest point at the south-western corner of the shed. This would result in the shed having a wall height of 4.32m above natural ground level at its highest point (in the south-west corner) and a gable height of 5.162m above natural ground level on the western shed elevation.

A copy of the outbuilding application has been provided as **separate Attachment 10.1.1.1**.

The application was advertised for comment to the 5 adjoining neighbours, with no objections being received. Comment was made from one of the neighbours in regards to the issue of stormwater retention within the property boundary from the proposed outbuilding. Further detail on the advertising period is provided in the Consultation section of this report and a copy of the submissions are provided as **separate Attachment 10.1.1.2**.

Following conclusion of the advertising period, the applicant was provided with a redacted copy of the received submissions and the opportunity to respond to the issues raised. The applicant's response is provided as **separate Attachment 10.1.1.3**.

Figure 10.1.1.3 – View looking east at Lot 215 from Coastal Crest



Figure 10.1.1.4 – View looking west at Lot 215 (across Lot 219) from Skyline Ridge

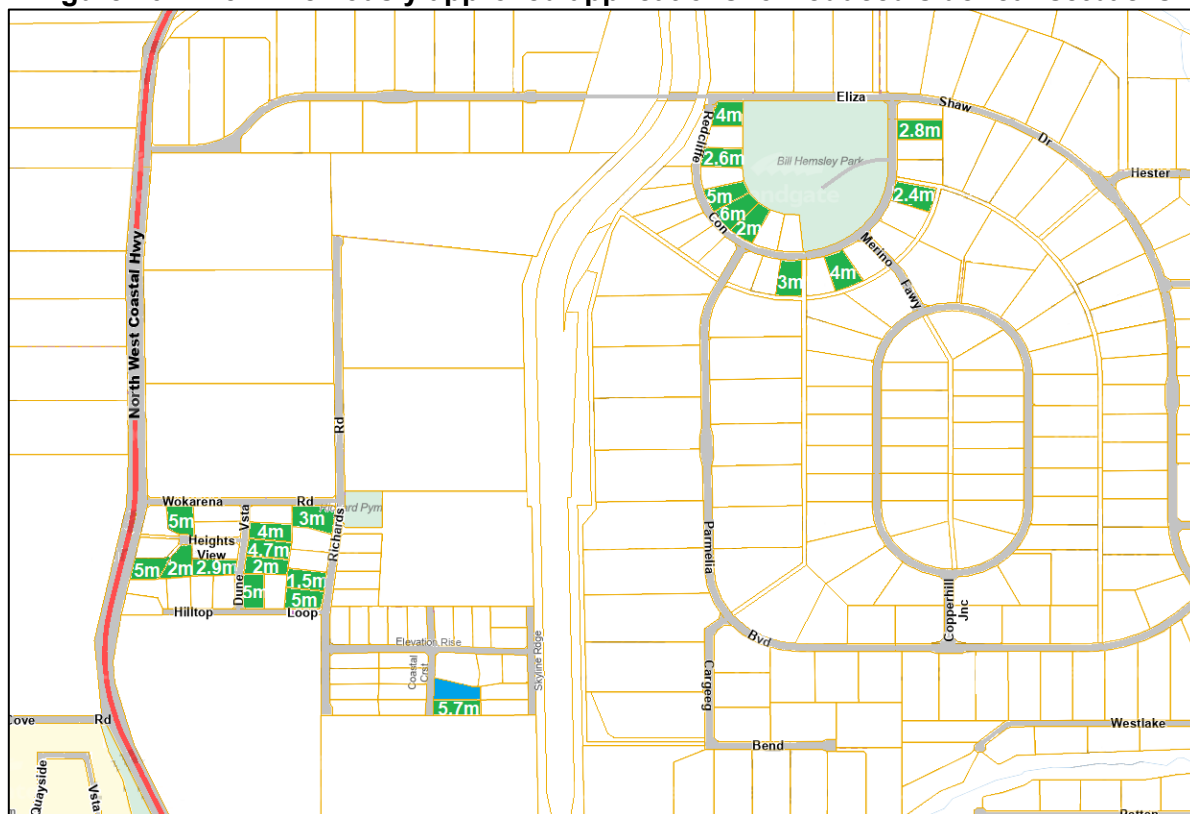


It is considered that the outbuilding application can be supported on the following basis:

- Lot 215 does not have a conventional rectangular shape, instead it narrows from a 53.2m width at the front boundary to a 32.86m width at the rear boundary. This unusual lot shape was necessitated by the existing residence upon Lot 216 to the north, that was constructed prior to the subdivision taking place, needing to be accommodated within the subdivisional layout. The narrower area at the rear of Lot 215 makes it more difficult for vehicles and trailers to be maneuvered into a shed whilst retaining the ability to have northern orientated roller doors on the shed that face away from the prevailing wind direction. This has led to the applicant seeking to have a reduced boundary setback to the south to maximise the vehicle manoeuvring area to the north of the shed.
- The reduction of the outbuilding boundary setback, down from the R-Code recommended 7.5m, to the requested 1.2m, would not vary the impact relating to views/outlook of neighbouring properties.
- the proposed residence is of a single storey design which is less problematic in terms of impact on an adjoining property than a two (or more) storey development.
- The proposed outbuilding would be clad in neutral colours that complement the residence that is under construction on Lot 215.
- The outbuilding design does not have windows meaning that the reduced setback would not give rise to issues pertaining to privacy.
- The existing landscaping on Lot 215 would reduce its visual impact as viewed from Coastal Crest.
- Although the proposed outbuilding would be 0.32m higher than the permitted 4m wall height in the south-western corner and 0.162m higher than the permitted 5m gable height at the western point, these variations are considered to be relatively minor and a consequence of the sloping property.
- The submission period raised query regarding stormwater management and this concern has been raised with the applicant as an issue to be addressed. Control of stormwater runoff can be included as a condition, were Council to approve the application to address this concern.

- The reduction in the side/rear boundary setback R-Code requirements would not be out of character with the surrounding area where a number of buildings have been approved with a reduced setback upon R2.5 zoned and comparably sized lots as illustrated in Figure 10.1.1.5.

Figure 10.1.1.5 – Previously approved applications for reduced side/rear setbacks



The officer recommendation is for the outbuilding to be approved at a reduced side and boundary setback of 2m, and not the requested setback distance of 1.2m. The 2m distance would provide additional area for the retention of stormwater runoff on Lot 215, which was an issue raised during the submission period and also provide a wider fuel-free area between the outbuilding and the property boundary. The officer recommended 2m southern boundary setback would still provide the applicant with a 20.86m distance between the shed and the northern property boundary in which to manoeuvre vehicles accessing/egressing the outbuilding.

In the event that Council consider that the application does not meet its requirements and that it should be refused then it may find the following wording appropriate:

"That Council refuse the application for an outbuilding with reduced side and rear boundary setbacks upon 12 (Lot 215) Coastal Crest, Buller for the following reasons:

- 1 The development is considered contrary to Sections 9, 16 & 37 of the Shire of Chapman Valley Local Planning Scheme No.3.*
- 2 The development is considered contrary to Clause 67 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015.*
- 3 The development is considered contrary to State Planning Policy 7.3 Table B of the Residential Design Codes*

Advice Note:

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."

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

12 (Lot 215) Coastal Crest, Buller is zoned 'Residential R2.5' under the Shire of Chapman Valley Local Planning Scheme No .3 ('the Scheme').

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

- "• To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development."*

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;...*
- ...(c) any approved State planning policy;...*
- ...(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) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (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 if flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk;...*
- ...(w) the history of the site where the development is to be located;*
- (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."

The applicant is seeking to site the development 1.2m from the southern, side and eastern, rear property boundaries. Section 5.1.3.C3.1 and Table B of the R-Codes recommends a 7.5m side/rear boundary setback for R2.5 zoned properties.

Section 4.2.1 of the Explanatory Guidelines for the R-Codes makes the following relevant observation:

*"Exceptions to basic setback provisions
Consideration of setbacks should have regard to the natural ground level, shape, development and orientation of adjoining lots.
A reduction to the R-Codes deemed-to-comply setback requirements should only be considered where it can be demonstrated this is preferable for practical or aesthetic reasons, and will not be to the detriment of the amenity of adjoining properties, particularly where the reduced setback may result in increased overshadowing, overlooking or lack of privacy. In these situations the building design would need to address the design principles of clause 5.1.3."*

Policy/Procedure Implications

A Policy or Procedure is affected:

Planning and Development Policy & Procedures

Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for the Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

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 Shire of Chapman Valley Outbuildings Local Planning Policy has the following objectives:

- "3.1 To allow for a regional variation to Section 5.4.3 of State Planning Policy 3.1 - Residential Design Codes.*
- 3.2 To provide a clear definition of what constitutes an "outbuilding".*
- 3.3 To ensure that outbuildings are not used for habitation, commercial or industrial purposes by controlling building size and location.*
- 3.4 To limit the visual impact of outbuildings.*
- 3.5 To encourage the use of outbuilding materials and colours that complement the landscape and amenity of the surrounding areas.*
- 3.6 To ensure that the outbuilding remains an ancillary use to the main dwelling or the principle land use on the property."*

Section 6.2 of the Outbuildings Policy sets the following size criteria for the R2.5 zone.

Zone	Standard	Maximum
Residential (R5 and lower density)	Area (total aggregate)	180m ²
	Wall Height	4m*
	Overall Height (single story)	5m*

** heights are to be measured from natural ground level*

The 160m² proposed outbuilding complies with the 180m² maximum floor area requirements of the Outbuildings Policy for the Residential R2.5 zone.

The proposed outbuilding would have a wall height of 4m and a total height of 4.882m. However the outbuilding would be sited on fill to achieve a level site area, which would be 0.32m above natural ground level at its highest point at the south-western corner of the shed. This would result in the shed having a wall height of 4.32m above natural ground level at its highest point (in the south-west corner) and a gable height of 5.162m above natural ground level on the western shed elevation.

The proposed outbuilding would therefore exceed the 4m maximum wall height requirement of the Outbuildings Policy for the 'Residential R2.5' zone by 0.32m at its highest point and the maximum 5m total height requirement by 0.162m, when these measurements are taken from natural ground level.

Section 6.7.b of Council's Outbuildings Policy allows for a side boundary setback of 5m in the R2.5 zoned rather than the 7.5m prescribed by the R-Codes:

"For 'Residential' lots zoned R2.5 and lower density the outbuilding is to be setback in accordance with the Residential Design Codes, or if applicable located within a defined building envelope (Variation to a 5m side and/or rear boundary setback for Outbuildings may be considered subject to prior consultation being undertaken as per Section 7.4 of this policy)."

A copy of the Outbuildings Local Planning Policy can be viewed at the following link:

[SoCV_LPP_1_4_Outbuildings.pdf \(chapmanvalley.wa.gov.au\)](#)

Financial Implications

No Financial Implications Identified.

Strategic Implications

Lot 215 is located within the Wokarena Heights Structure Plan which is a 142.79ha area located 8km north of the Geraldton CBD. The subject land is bounded by the North West Coastal Highway to the west, rural residential lots to the north, the former Geraldton-Northampton railway alignment and beyond this rural residential lots to the east, and low density residential lots to the south. At time of the Structure Plan's preparation the Wokarena Heights area consisted of 11 individually owned lots (8 of which contained a residence) the majority of which were square in shape, 12ha in size and contained rural lifestyle uses.

The Wokarena Heights Structure Plan was originally adopted by Council at its 19 September 2012 meeting, and an updated version was adopted by Council at its 21 August 2013 meeting. The Structure Plan was endorsed by the WAPC on 22 October 2012 and again on 9 October 2013.

The Wokarena Heights Structure Plan allows for the eventual creation of 253 x 4,000m² residential lots, with 54 of these now having been created.

Strategic Community Plan/Corporate Business Plan Implications

ENVIRONMENT & SUSTAINABILITY

3.2 Maintain the rural identity of the Shire.

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

GOVERNANCE & ACCOUNTABILITY

5.2 Be accountable and transparent while managing human and physical resources effectively

5.2.5 To ensure all residents can be engaged in communication and issue notifications, especially those not on social media.

Consultation

Section 2.3 of the R-Codes notes that where there may be potential for the amenity of an adjacent property to be impacted the local government may invite comment and have regard to any expressed views prior to making its determination.

Sections 6.7.b, 7.2 & 7.4 of the Shire's Outbuildings Local Planning Policy notes that applications seeking variation require consultation by means of the Shire writing directly to the surrounding landowners inviting comment.

The Shire wrote to the 5 adjoining neighbours on 31 May 2024 providing details of the application and inviting comment upon the proposal prior to 28 June 2024. An advisory sign was also placed on-site and a copy of the application was placed on the Shire website.

At the conclusion of the advertising period 2 submission had been received, neither offering objection to the application, but one raising the issue of stormwater retention, a copy of the received submissions is provided as **separate Attachment 10.1.1.2**.

The applicant was provided with a redacted copy of the submissions and the opportunity to respond to the issues raised, and a copy of the applicant's response has been provided as **separate Attachment 10.1.1.3**.

Risk Assessment

No Risks have been Identified.

To Whom it may Concern,

I'm applying to have a reduced boundary set back on the eastern and southern boundaries of my block.

The shed will be 10m x 14m in size, externally clad with colourbond metal sheets which will be the same colour as the approved granny flat.

The shed's main purpose is for storage of caravan, boat, tooling, and all general items of a standard household shed.

Storm water from the shed roof will be plumbed into multiple rainwater tanks positioned between the shed and granny flat.

I have designed the shed to have no windows or doors on the boundary sides. This is to mitigate any privacy matters for the next door neighbors.

The position of the shed does not take away any views as it backs onto the back of both opposing properties. Both have no significant views apart from looking straight into my yard.

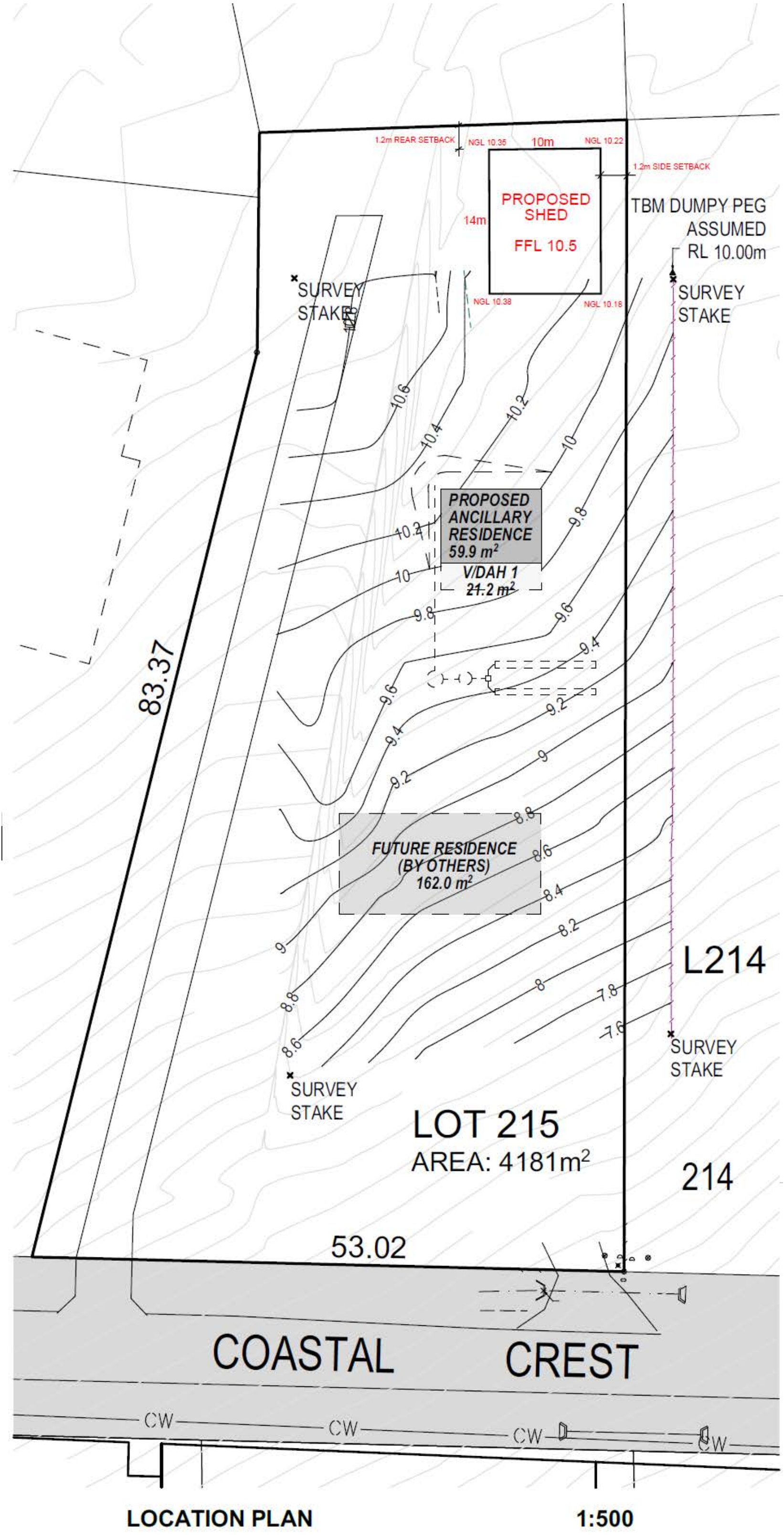
The reason why I am requesting to have a reduced setback for my shed is purely for maneuverability. The front of the block is approx 50m wide and tapers back to only 32m at the rear.

Without this setback the 1 acre block is not capable of housing a decent size shed that I can comfortably maneuver my vehicles into in which is the whole reason I purchased a block of this size.

I hope you can understand the need for this setback to be reduced and I look forward to hearing from you.

Regards

Leigh Wright



GENERAL NOTES

1. DO NOT SCALE THESE DRAWINGS.
2. ALL DIMENSIONS IN MM UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS, LEVELS AND SITE CONDITIONS TO BE CHECKED ON SITE PRIOR TO CONSTRUCTION AND ANY DISCREPANCIES REPORTED IMMEDIATELY.
The owner/builder subcontractor shall; verify all dimensions, levels, setbacks and specifications prior to commencing works or ordering materials. The owner/builder shall be responsible for ensuring that all building works conform to the building code of Australia, current Australian standards, building regulations and town planning requirements.
4. ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE BUILDING CODE OF AUSTRALIA, LOCAL GOVERNMENT AUTHORITIES REQUIREMENTS, AS WELL AS THE LATEST REVISIONS OF THE RELEVANT AUSTRALIAN STANDARDS
- Use referenced Australian or other standards (including amendments) which are current one month before the date of the contract except where other editions or amendments are required.
5. All works to comply with structural engineers details and other relevant drawings/reports
6. READ THIS DRAWING IN CONJUNCTION WITH ALL SERVICE, SHED MANUFACTURER'S AND ENGINEERING DRAWINGS.
These plans shall be read in conjunction with any other consultants referred to within including manufacturers details, all structural, engineering specifications and drawings.
7. NOTIFY THE DESIGNER OF ANY ERRORS, DISCREPANCIES OR OMISSIONS WITHIN THESE DRAWINGS.
Consultants - engineers or relevant sub-consultant drawings and specifications shall precede these drawings. Report any discrepancies to this office.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE STRUCTURE DURING ERECTION AND SHALL PROVIDE ADEQUATE PROPPING AND SUPPORT. Keep the site in a clean and tidy condition throughout construction & at the completion of work remove all litter & debris to the satisfaction of the principal.

Termite Protection Statement

All primary building elements used for the construction of this building will consist entirely of, or a combination of, materials considered not subject to termite attack.
Specifically, ANY and all timbers used in this building as primary building elements (e.g. stairways, ramps) will be preservative treated in accordance with AS 3660.1 and will comply with Part 3.1.3.2 of the Building Code of Australia - Volume 2, 2019.
All timber exposed to the weather, damp environments or pests (white ants) to be treated with an approved pest resisting and wood preserving compound on all faces, ends and notches.
ALL STRUCTURAL TIMBER TO BE A MINIMUM OF H2 TREATED PINE.

SITE PREPARATION

- Compliance - All groundworks for slabs and footings shall comply with AS3798 & AS2870.
Environmental Protection - Provide erosion, contamination, and sedimentation protection of the site, surrounding areas, and drainage systems. Keep the site free of water and prevent water flow over new work.
Surface Preparation
- Before placing fill, compact the ground to achieve the required density.
 - Sand bed layer under slabs.
 - Nominally 50mm thick once compacted. Wet down before laying vapour barrier.

Concrete Construction

- Standards - All slabs and footings shall be constructed to comply with the requirements of AS2870 - 2011
Concrete - Shall be in accordance with AS3600. Grade n25/20. Maintain slab thickness & footing depth at set downs-refer engineers details.
- Compacted fill
 - Shall not exceed 400mm in depth unless it is certified.
 - Slab concrete cover internal - 30mm. External - 40mm

Timber & Steel Construction

- Standards - All structural steelwork shall be carried out in accordance with AS 4100:2020 - SSA steel structural code and associated Australian standards.
Timber - Any Structural timber shall be minimum MPG10 (UNO) in accordance with AS1720.

Corrosion Protection of Steel Members

- Corrosion protection of steel in contact with concrete to be in accordance with AS4100, AS 4600 & NASH.
- Provide suitable lintels over openings as per engineers documentation.

Barge & Cappings

- Finish off along barge boards with purpose made 0.6 C/bond capping and flashing

Metal & Timber protection

- Prevent direct contact between incompatible metals and between green hardwood or chemically treated timber and any aluminium or coated steel, by applying an anti-corrosion, low moisture transmission coating to contact surfaces

Insulation & Sarking

- Insulation - Roof, wall & floor insulation to comply with the building code of Australia (BCA 3.12.1)
- Refer to separate energy assessment report.

Doors & Windows

- Standards - All window and sliding door frames, glazing, fixings and installation to be designed and certified by the manufacturer as complying with AS1288 & AS2047
- Dimensions shown nominal size. The fabricator shall allow for tolerances to the door and window frames.

Plumbing & Drainage

- Standards - All services to be installed in accordance with the AS/NZS3500, the contract documents, the specification, BCA Western Australia additions WA 2.3-Acceptable construction practice SAA.mp52; in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974. and the standard drawings of the water corporation.
AS/NZS 3500.4:2021 Plumbing and drainage, Part 1: Water services; Part 2: Sanitary plumbing and drainage; Part 3: Stormwater drainage; Part 4: Heated water services
- Septic System - Contractor shall liaise with the local council health department to ensure correct selection of wastewater system and site location prior to commencement of work. Contractor shall determine exact location of existing service & establish depth of drainage connection point to ensure adequate depth is available prior to any excavation or installation of pipes.
 - Site drainage - Ground adjacent to building shall be graded away to fall at least 50mm over 1 metre width to satisfy BCA clause 3.1.2.3 - surface water drainage. Note height requirements for org and lowest plumbing fixture, i.e. shower or floorwaste.
 - No portion of any building/structure/retaining wall/swimming pool to be closer than 1200mm to septic tanks and 1800mm to any soakwell / leach drains.



CLIENT NOTE :

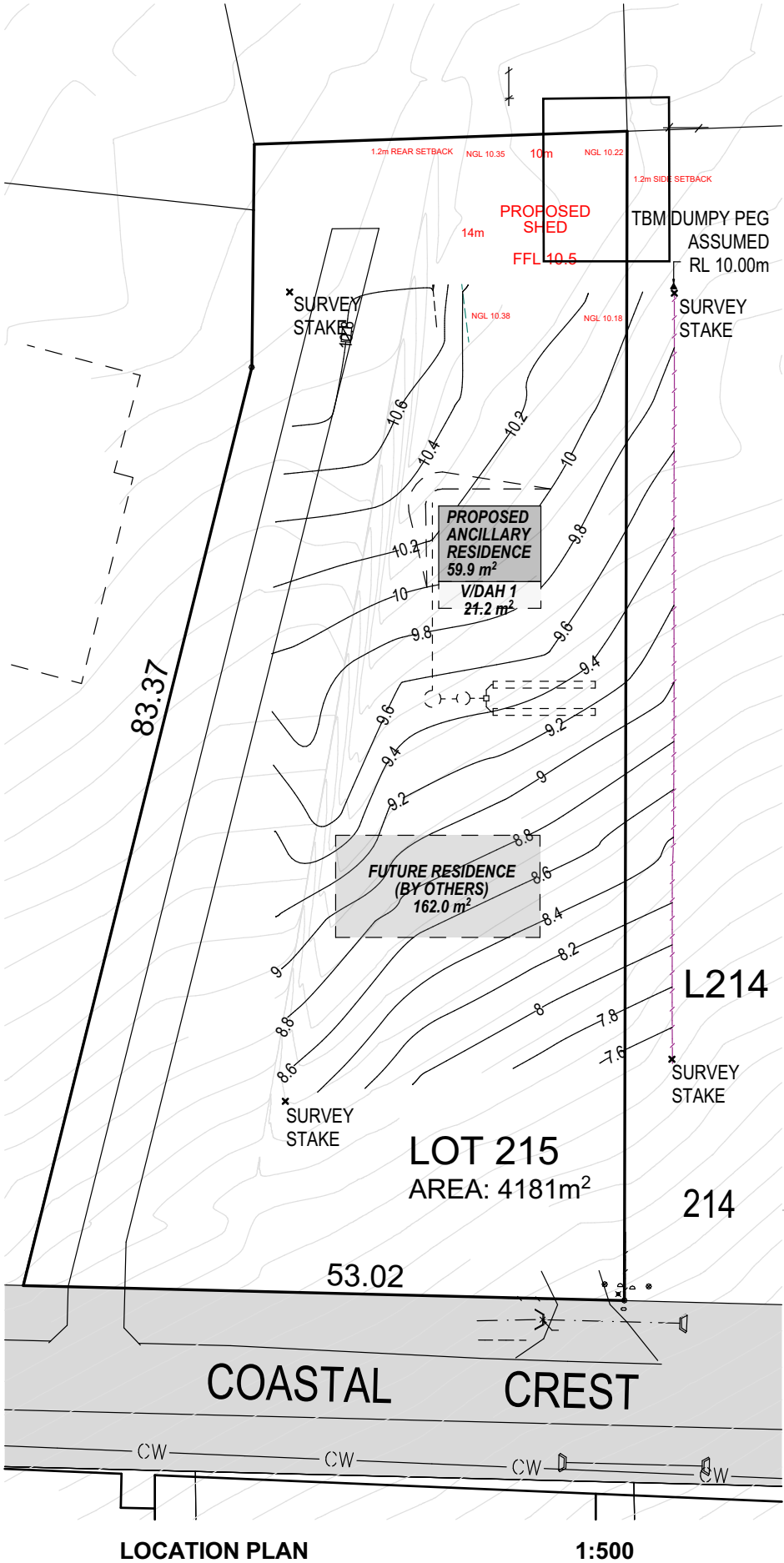
NO ALLOWANCE FOR NEW FENCING, REMOVING AND RELOCATING OF EXISTING FENCING, POOL FENCING, GATES OR RETAINING WALLS.
THE CLIENT IS RESPONSIBLE FOR NEGOTIATING & GAINING PERMISSION FOR THE REMOVAL OF FENCING BY THE ADJOINING OWNER WHERE APPLICABLE. NO ALLOWANCE HAS BEEN MADE FOR TEMPORARY FENCING DURING THE COURSE OF CONSTRUCTION, INSTALLATION OF NEW FENCING OR RE-INSTATEMENT OF THE OLD FENCING. UNLESS OTHERWISE NOTED THIS WILL BE THE CLIENTS RESPONSIBILITY & IS EXCLUDED FROM THE CONTRACT.

EXISTING SERVICES NOTE:

EXISTING WATER METER AND POWER DOME MAY BE REQUIRED TO BE RELOCATED AT CLIENT'S COST PRIOR TO INSTALLATION OF DRIVEWAY.

SITE AREAS:

RESIDENCE AREA	- 60m2
SHED AREA	- 140m2
TOTAL AREA	- 200m2



PROJECT STATUS: BUILDING APPROVAL 00; 16/04/2024	NOT in Bushfire Prone Area	JOB No: SH 40024 DATE: April 2024 DWN: J.D. SITE: 4181 m2 BUILDING FILE:	Project Name: PROPOSED SHED For: Leigh WRIGHT Address: P426115 Lot 215 Hn12 Coastal Crescent BULLER WA 6532	TITLE: LOCATION PLAN SHEET SIZE: ISO A3 DWG No: BA01	SHEET NO: 1 of 1 SCALE: AS SHOWN REV: A
 Mi Global Construction Pty Ltd Geraldton Kalgoorlie Karratha EMAIL: miglobalc.com.au PHONE: 08 9921 7117 © COPYRIGHT - MI GLOBAL 2023	REV	DATE	REVISION DETAIL		



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trading as RANBUILD

CLADDING

ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	TRIMDEK 0.42 BMT	CB	AA
WALLS	TRIMDEK 0.35 BMT	CB	AA
CORNERS	-	CB	AA
BARGE	-	CB	AA
GUTTER	SHEERLINE	CB	AA
DOWNPIPE	90x90	PV	WT

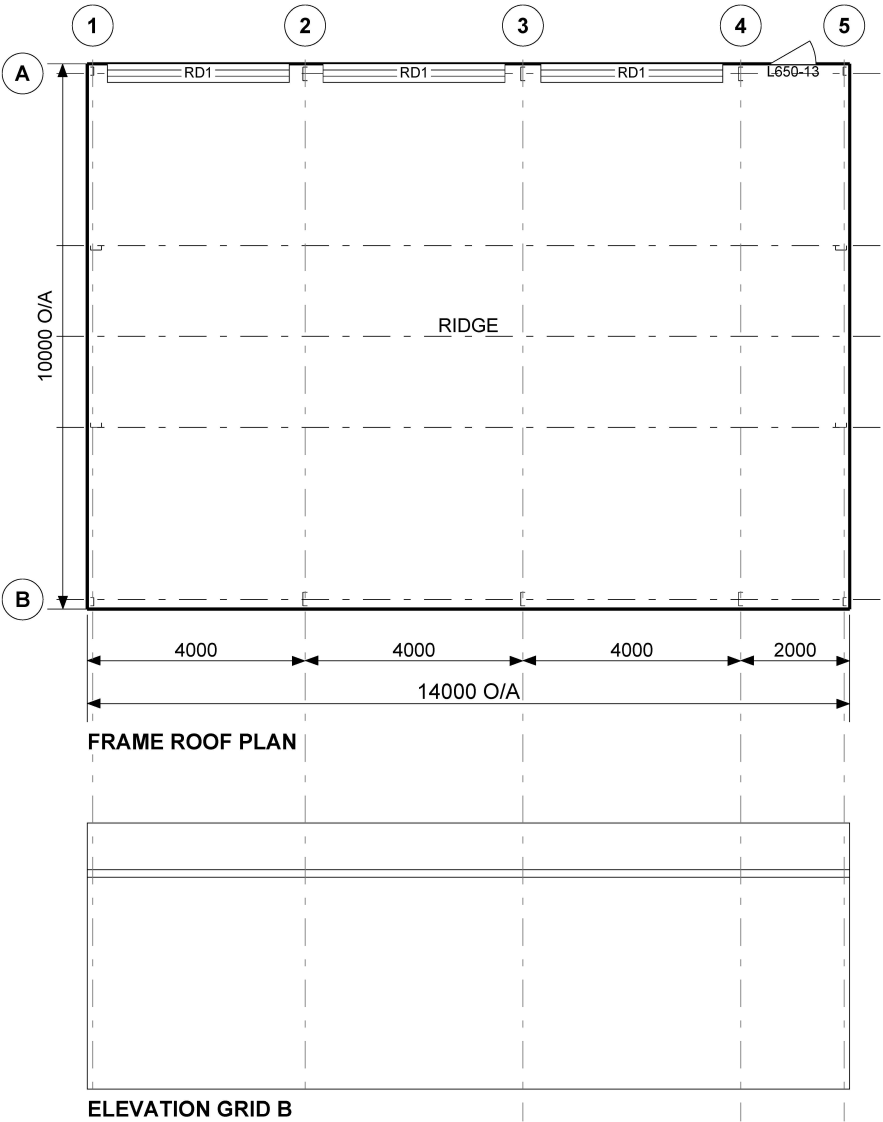
0.35bmt=0.40tct; 0.42bmt=0.47tct; 0.48bmt=0.53tct

ACCESSORY SCHEDULE & LEGEND

QTY	MARK	DESCRIPTION
3	RD1	B&D, Firmadoor, R.D, Indust. "R2F", W/Lock , 3425 high x 3340 wide Clr. Open. C/B
1	L650-13	Lysaght PA Door & Pre-Hung Frame 180 Deg Std. 2040 x 820 C/Bond (BDS)

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

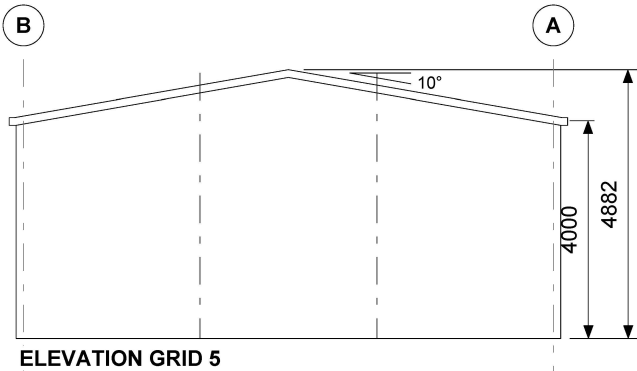
CLIENT Leigh Wright			
SITE lot 215 Coastal Crest BULLER WA 6532			
BUILDING DELUXE 10000 SPAN x 4000 EAVE x 14000 LONG			
TITLE FLOOR PLAN & ELEVATION			
SCALE A4 SHEET 1:125	DRAWING NUMBER GRLD01-1546	REV A	PAGE 1/3



Cont. on page 3



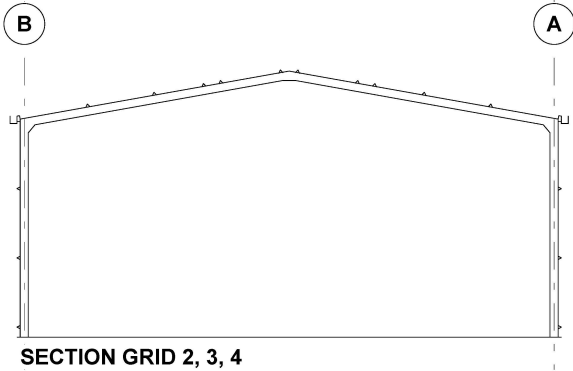
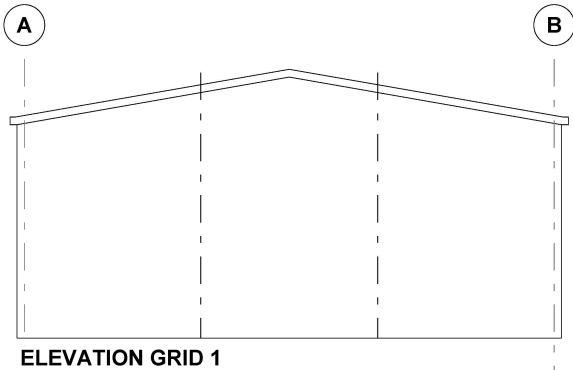
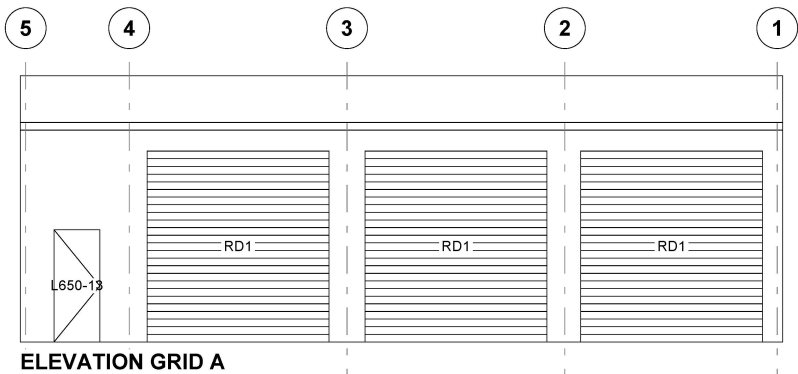
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SCALE A4 SHEET 1:125	REV A
DRAWING NUMBER GRLD01-1546	PAGE 2/3

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SCALE A4 SHEET 1:125	REV A
DRAWING NUMBER GRLD01-1546	PAGE 3/3

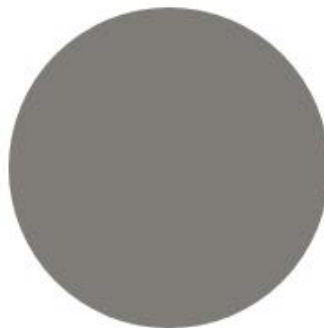


Products

Colours



Shale Grey™



Wallaby®

From: [REDACTED]
Sent: Monday, June 24, 2024 1:13 PM
To: Simon Lancaster <dceo@chapmanvalley.wa.gov.au>
Subject: Proposed Outbuilding on LOT 215, 10 Coastal Crest Buller

Dear Council,

I am writing to express my formal response to the proposed outbuilding on LOT 215, 10 Coastal Crest Buller. I do not object to the placement of the proposed outbuilding.

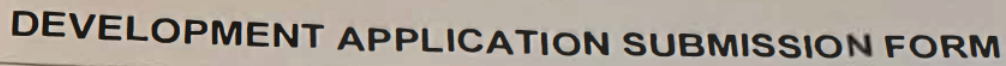
However, I would like to bring to your attention a couple of important considerations. Due to the raised ground level on LOT 215, it is essential that adequate drainage measures are implemented to ensure that runoff from the outbuilding does not affect the neighboring property, LOT 214. I believe it is crucial to prevent any potential environmental or property damage.

Additionally, I would like to request that the placement of the outbuilding does not hinder any future application for my own outbuilding of similar size and position. I believe it is essential to ensure that the development of my property is not restricted by the placement of this outbuilding.

I trust that you will take these concerns into consideration when reviewing the proposal.

Cheers,

[REDACTED]
[REDACTED]
[REDACTED]



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I appreciate and understand their comments.

As noted in my application, all water from the roof will be redirected from the gutters to water tanks and the overflow to face back into my property.

Please See below photo of the site natural ground level of the shed position at the boundary fence as of today.

This will in fact be the approx. height of the sand pad for the shed. Although the plans state a FFL of 10.5 the heights and fall Out of the yard will work with the natural ground level of that corner.(cut away the height at the north/east corner) The natural fall of the block shouldn't be different at the shed position to all blocks On the south/west side of the estate in which the natural gradient slopes away.



10.1.2	Proposed Building Envelope Relocation, 80 Patten Place, White Peak
Department	Development Service Planning
Author	Simon Lancaster
Reference(s)	A1817
Attachment(s)	1. Patten Place Building Envelope Application [10.1.2.1 - 4 pages] 2. Patten Place Building Envelope Submissions [10.1.2.2 - 2 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council grant formal planning approval for the relocation of the building envelope 20m westwards upon 80 (Lot 307) Patten Place, White Peak subject to compliance with the following conditions:

- 1 Development shall be in accordance with the approved plan(s) as contained within Attachment 10.1.2.1 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 future development within the building envelope shall be of materials, finish and colours that are non-reflective (i.e. not zincalume) and complementary to the natural landscape features to the satisfaction of the local government.
- 4 The floor level(s) of the future development upon Lot 307 shall be raised to a height to the satisfaction of the local government and the perimeter(s) of any fill height shall be stabilised and protected to the satisfaction of the local government.
- 5 The area upon Lot 307 between the future development and the river reserve shall be maintained with regard for bushfire management to the satisfaction of the local government.

Notes:

- (a) In regards to condition 4 the applicant is advised that at such time as a development application is received by the Shire for Lot 307 it will be referred by the Shire to the Department of Water & Environmental Regulation's Floodplain Section and advice will be sought on the proposed finished floor level and fill side-slope protection measures. This advice will likely be incorporated into any conditions of development approval that the Shire may issue. The Shire encourages applicants to discuss their proposed design with DWER at a preliminary stage, and give regard for its advice, to avoid the need to undertake more expensive drafting work at a final design stage and to avoid delay when the plan is referred by the Shire to DWER (and modifications then being identified).
- (b) In regards to condition 5 the applicant is advised that Lot 307 is located within the area identified as bushfire prone upon the Department of Fire & Emergency Services State Map of Bushfire Prone Areas. This will require, at habitable development application stage, the lodgement of a Bushfire Attack Level Assessment Report that will likely necessitate structural elements arising from the BAL assessment to the residence design, along with other fire management measures such as maintaining a reduced fuel-load/slashed area on the lot between the residence and the riparian vegetation.

Disclosure of Interest

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

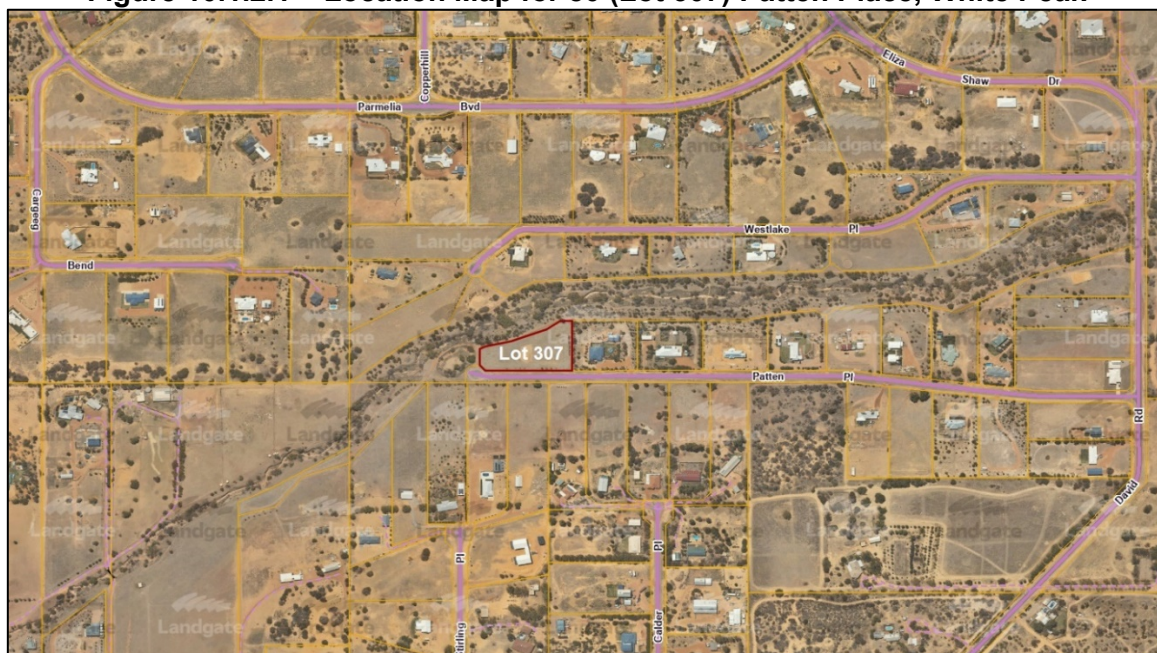
Background

Council is in receipt of an application seeking to relocate the building envelope upon 80 (Lot 307) Patten Place, White Peak by moving it 20m further west. The application has been advertised for comment and no objections were received. This report recommends approval of the application.

Comment

Lot 307 is a 6,771m² cleared property, that backs onto Dolby Creek and is located at the western end of the Patten Place cul-de-sac. The lot has a 128.09m frontage onto Patten Place and slopes downwards from the 63m contour at its eastern end to the 60m contour at its western end.

Figure 10.1.2.1 – Location Map for 80 (Lot 307) Patten Place, White Peak



The building envelope for Lot 307 is sited towards the eastern end of the property and setback 7.5m off the eastern boundary. The applicant is seeking approval to relocate the building envelope 20m further west to move it further away from their only adjoining neighbour.

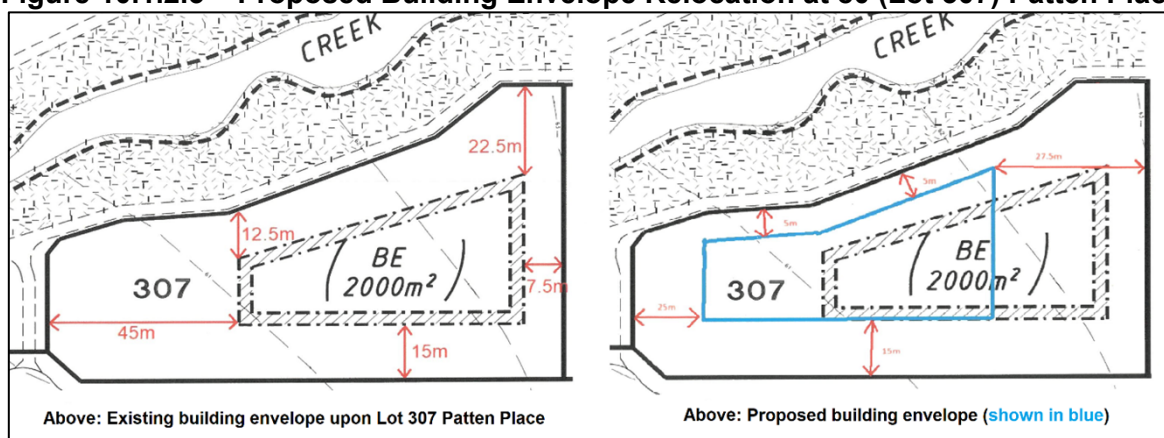
Council adopted the Dolby Creek Estate Structure Plan at its 20 October 2010 meeting that designated a 2,000m² building envelope for Lot 307.

A copy of the application along with the Dolby Creek Subdivision Guide Plan has been provided as **separate Attachment 10.1.2.1**.

Figure 10.1.2.2 – Aerial Photo of 80 (Lot 307) Patten Place, White Peak



Figure 10.1.2.3 – Proposed Building Envelope Relocation at 80 (Lot 307) Patten Place



As per the requirements of the Building Envelope Local Planning Policy the application was advertised for comment to surrounding landowners. No objections were received and 2 submissions in support of the application were received, indicating a general level of support and/or indifference to the proposal. Further detail on the advertising period is provided in the Consultation section of this report and copies of the received submissions are provided as **separate Attachment 10.1.2.2**.

The relocation of the building envelope would move it further away from the only adjoining neighbour, so that the proposed new setback distance would be 27.5m off the eastern side boundary rather than the current 7.5m, this would achieve an improved rural-residential privacy and amenity outcome for both parties. The relocation of the building envelope would not move it closer to another neighbour as Lot 307 adjoins a Crown Reserve containing Dolby Creek to the north and a drainage basin to the west.

The primary purpose for establishing the building envelopes upon the Dolby Creek Estate Structure Plan was to set a recommended finished floor level and ensure that habitable development was located away from the Dolby Creek watercourse to reduce potential risk from flooding. The relocation of the building envelope westwards could potentially result in an outcome where the future residence is located at a lower contour height (dependant upon

where the residence is sited in the building envelope). However, it is noted that this lower height would be relative to a corresponding lower contour height of the Dolby Creek watercourse. It is also noted that the Dolby Creek Subdivision Guide Plan identified for Lot 307 that:

“Special building envelope areas

Floor levels of all proposed habitable buildings within these areas to be not less than 500mm higher than natural surface. Sand pad batters are to be protected from erosion to the satisfaction of the Shire's building department.”

At such time as an application is received by the Shire for a residence upon Lot 307 (irrespective of whether the building envelope is relocated or not) it will be referred by Shire staff to the Department of Water & Environmental Regulation's Floodplain Section and comment be sought on the proposed design's finished floor level and fill side-slope protection measures. This advice would be likely incorporated into any conditions of approval for the residence that the Shire may issue. The Shire encourages applicants to discuss their design with DWER at a preliminary stage, and give regard for its advice, to avoid the need to undertake more expensive drafting work at a final design stage and to avoid delay when the plan is referred by the Shire to DWER (and when required modifications may then be identified).

It is also noted that Lot 307 is entirely located within the area identified upon the Department of Fire & Emergency Services' State Map of Bushfire Prone Areas. This means that, irrespective of whether the building envelope is relocated or not, the home-builder will be required to lodge a Bushfire Attack Level Assessment Report and include structural elements arising from the BAL assessment into the residence design, along with other fire management measures such as maintaining a reduced fuel-load/slashed area on the lot between the residence and the riparian vegetation.

Figure 10.1.2.4 – DFES State Map of Bushfire Prone Areas extract Lot 307 Patten Place

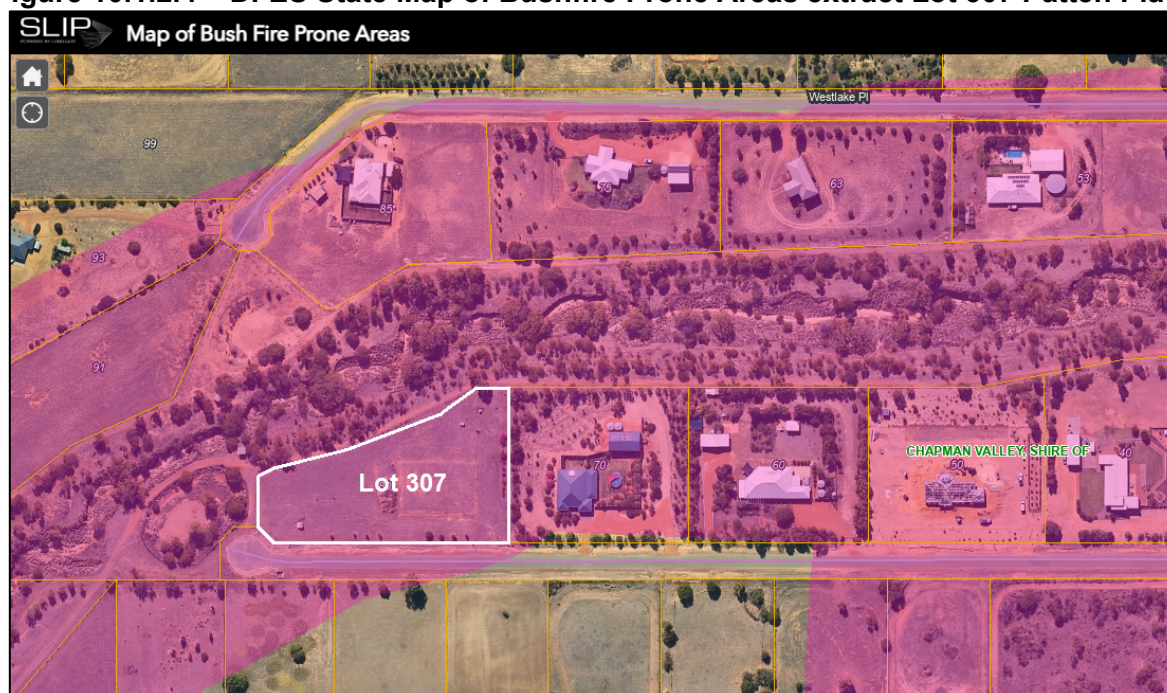


Figure 10.1.2.5 – Panorama view of Lot 307 looking NW from SE corner



Figure 10.1.2.6 – Panorama view of Lot 307 looking NE from SW corner



In the event that Council considers the application should be refused it may consider the following wording appropriate:

“That Council refuse the application for the relocation of the building envelope upon 80 (Lot 307) Patten Place, White Peak for the following reasons:

- 1 The development is not considered to satisfy Sections 40 and Schedule 5 of the Shire of Chapman Valley Local Planning Scheme No.3.*
- 2 The development is not considered to satisfy Clause 67 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015.*
- 3 Council is not satisfied that sufficient justification has been provided to warrant a concession being granted in this instance to the requirements under Section 6 of the Shire of Chapman Valley Local Planning Policy ‘Building Envelopes’.*
- 4 The proposed building envelope relocation would result in it being sited closer to the Dolby Creek and thereby presenting increased bushfire and flooding risk.*

- 5 *Approval of this application may well set an undesirable precedent for future variation to the Shire's statutory and policy requirements, which in time could prove to be detrimental to the visual amenity, natural landscape character, privacy and amenity of residents of the surrounding locality.*

Note:

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."

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

80 (Lot 307) Patten Place, 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."*

The Scheme notes the following of relevance to this application:

"40 Building envelopes

- (1) Where a building envelope is identified on a structure or fire management plan, all development shall be contained within the designated envelope area.*
- (2) No development of any structures shall occur within any area/s identified as 'Development Exclusion Area', 'Re-vegetation Area', 'Remnant Vegetation' or similar on the structure or fire management plan;*
- (3) Notwithstanding the requirements of Clause 62 of the deemed provisions, where a building envelope exists on a particular lot an application for development approval to change or relocate the building envelope shall be accompanied by relevant building plans and information addressing visual amenity, privacy and screening, vegetation loss, access, and proximity to natural features.*
- (4) In considering an application to relax the requirements of subclause (2) and (3), the local government shall, in addition to the general matters set out in Clause 67 of the deemed provisions, give particular consideration to:*
 - (a) unacceptable visual clutter, especially in elevated areas of high landscape quality or visually exposed locations; and*
 - (b) unnecessary clearing of remnant native vegetation; and*
 - (c) visual obtrusiveness and/or impact on an adjoining property by way of privacy, noise, odour or light spill; and*

- (d) *suitability for landscape screening using effective screening vegetation; and*
- (e) *compliance with the land-use, setback, building height, development exclusion, vegetation protection, bushfire requirements and other pertinent provisions of the Scheme and relevant local planning policy.”*

“Schedule 5 - Rural Residential

(1) Structure Plan

- (a) *Subdivision, development and land use shall generally be in accordance with a structure plan as adopted by the local government and the Western Australian Planning Commission in accordance with Part 4 of the deemed provisions;*
- (b) *Subdivision, development and land-use shall generally be in accordance with any other matters outlined on the structure plan;...*

...(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 2033* 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, landslide, bush fire, soil erosion, land degradation or any other risk;...*
- ...(w) the history of the site where the development is to be located;*
- (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."*

The Dolby Creek Estate Subdivision Guide Plan was adopted by Council at its 20 October 2010 meeting and is considered to form a Structure Plan as per Part 9 Regulation 79 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

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 2033* provides for Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

Shire of Chapman Valley Local Planning Policy 5.1 – Building Envelopes provides guidance on the assessment of applications of this nature and can be viewed at the following link:

[SoCV LPP 5_1 Building Envelopes.pdf \(chapmanvalley.wa.gov.au\)](#)

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 Shire of Chapman Valley Local Planning Policy 5.1 – Building Envelopes contains the following objectives:

- "3.1 To provide guidance with respect to the amendment of a building envelope (relocation, expansion) that will not lead to unacceptable impacts on surrounding properties.*
- 3.2 To provide criteria by which the amendment of a building envelope should be considered to assist in protecting the integrity of the application of building envelopes.*
- 3.3 To provide guidance in relation to the information required to be submitted as part of an application for the amendment of a building envelope."*

Policy 5.1 also sets the following Policy Statement:

- "6.1 In considering an application to relax the development standards pursuant to Section 40 of its Local Planning Scheme, the Local Government will give particular consideration to:*
 - 6.1.a justification for the proposed amendment.*
 - 6.1.b the secondary nature of the development should the application be to site a building/s outside of the envelope (e.g. horse stables, bore sheds).*
 - 6.1.c unacceptable visual clutter, especially in elevated areas of high landscape quality or visually exposed locations, such as the edge of hill or mesa tops within prominent parts of the Moresby Range.*

- 6.1.d unnecessary clearing of remnant native vegetation.
 - 6.1.e visual obtrusiveness and/or impact on an adjoining property by way overlooking, noise, odour or light spill.
 - 6.1.f suitability for landscape screening using effective screening vegetation and the availability of a proven water supply for this purpose.
 - 6.1.g use of materials and colours to assist in softening any perceived visual impact.
 - 6.1.h compliance with the land-use, setback, building height, development exclusion, vegetation protection, bushfire requirements and other pertinent provisions of the Local Planning Scheme and associated Planning Policies.
- 6.2** *Building envelopes are generally imposed at the time of rezoning or subdivision to provide an area in which buildings upon a property will be clustered and provides an understanding for surrounding landowners of the potential location of future built form. Whilst this Policy provides guidelines for an application to be submitted to amend a building envelope it should not be construed that approval will be granted with each application assessed on its individual merits."*

Financial Implications

No Financial Implications Identified.

Strategic Implications

Council has previously granted approval for 4 structures to be partially located outside of the building envelopes identified on the Dolby Creek Estate Structure Plan. These have generally been for relatively minor encroachments where only a portion of the building was located outside of the envelope as follows:

- Council approved an outbuilding upon 2 (Lot 316) Patten Place, White Peak that extended 2.1m outside of the building envelope at its 16 December 2015 meeting due to the narrow rectangular shape of the lot.
- Council approved the siting of a shed upon 31 (Lot 321) Westlake Place, White Peak that extended 3m outside of the building envelope at its 12 December 2018 meeting, due to the irregular shape of the building envelope and the lot, the landowner later reduced the shed size and the final shed was located within the building envelope.
- Council approved an ancillary dwelling upon 1 (Lot 320) Westlake Place, White Peak that extended 5m outside of the building envelope at its 17 June 2020 meeting to provide a greater setback from the historic cottage on the lot.
- Council approved an outbuilding upon 80 (Lot 307) Patten Place, White Peak that extended 9m outside of the building envelope at its 15 February 2024 meeting, noting that the shed would be sited in cut earthworks on the sloping lot.

Council has previously approved 2 applications for development that were entirely outside of the building envelopes as shown upon the Dolby Creek Estate Structure Plan. These being:

- Council approved a shed 18m outside of the building envelope upon 30 (Lot 330) Westlake Place, White Peak at its 16 December 2033 meeting. This application sought to elongate the building envelope (rather than entirely relocate it) and the agenda report noted the irregular triangular shape of the lot and curving street frontage as basis for consideration, and that the proposed location for the shed was at a lesser contour and therefore less likely to interfere with neighbours' views than were it to be located upon the higher contour as contained within the building envelope. Whilst that application sought to site the shed outside the building envelope, the nearby clustered residence would still be contained within it, and no objection was received in that instance from surrounding landowners when the application was advertised for comment.

- Council approved a shed 5m outside of the building envelope upon 22 (Lot 314) Patten Place, White Peak at its 17 November 2021 meeting. The outbuilding in that instance was considered minor in nature (being 88m² in area and having a 3.5m wall height and 4.72m total height) and was screened from the road by the existing residence, fencing and established landscaping. Again, whilst that application sought to site the shed outside the building envelope, the nearby clustered residence was still contained within it, and no objections were received in that instance from surrounding landowners when the application was advertised for comment.

Council has previously refused 2 applications seeking to amend building envelopes as shown upon the Dolby Creek Estate Structure Plan. These being:

- Council refused an application that sought to relocate entirely a building envelope at 29 (Lot 305) Patten Place, White Peak at its 16 December 2020 meeting. In that particular instance the applicant was seeking to relocate the entire building envelope 70m further back on the property, from the lower ground at the front of the property to the higher ground at the rear of the property, and this was objected to by neighbouring parties.
- Council refused an application that sought to relocate the building envelope upon 15 (Lot 303) Patten Place, White Peak at its 20 October 2022 meeting. The applicant was seeking to move the building envelope 25m back on the property to be able to develop a residence where only a very minor portion of the residence would have been sited within the original building envelope and the accompanying outbuilding to the rear would have been entirely outside of the original building envelope. An objection to the proposed development was received in that instance.

It is considered that the current application seeking to relocate the building envelope 20m westwards on a relatively flat property bears more in common with the building envelope adjustment applications that were supported by Council rather than the more significant building envelope relocation applications that were refused by Council (that sought to maximise views on sloping blocks and in doing so impacting the view and/or privacy of neighbouring lots).

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.

ENVIRONMENT & SUSTAINABILITY

3.3 Build the green canopy of the Shires towns public facilities and rural areas.

3.3.1 To increase the green canopy in building applications, facility development or upgrades, and incentive schemes to get more trees planted.

Consultation

Section 7.0 of Shire of Chapman Valley Local Planning Policy 5.1 – Building Envelopes states that “*an application for the relocation, removal or expansion of a building envelope may be advertised to surrounding landowners prior to being placed before a meeting of Council for consideration*”.

The application was advertised from 4 June 2024 until 28 June 2024 with the Shire writing to the 8 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, 2 submissions had been received, both expressing support for the proposed development, these being from the neighbour immediately to the east of Lot 307 and the landowner on the opposite/southern side of Patten Place. No objections were received. Copies of the received submissions are provided as **separate Attachment 10.1.2.2**.

Risk Assessment

A Minor Property Risk of Level 2 - Likely resulting in localised damage rectified by routine internal procedures.

Application for relocation of 80 Patten Place building envelope.

To whom it may concern,

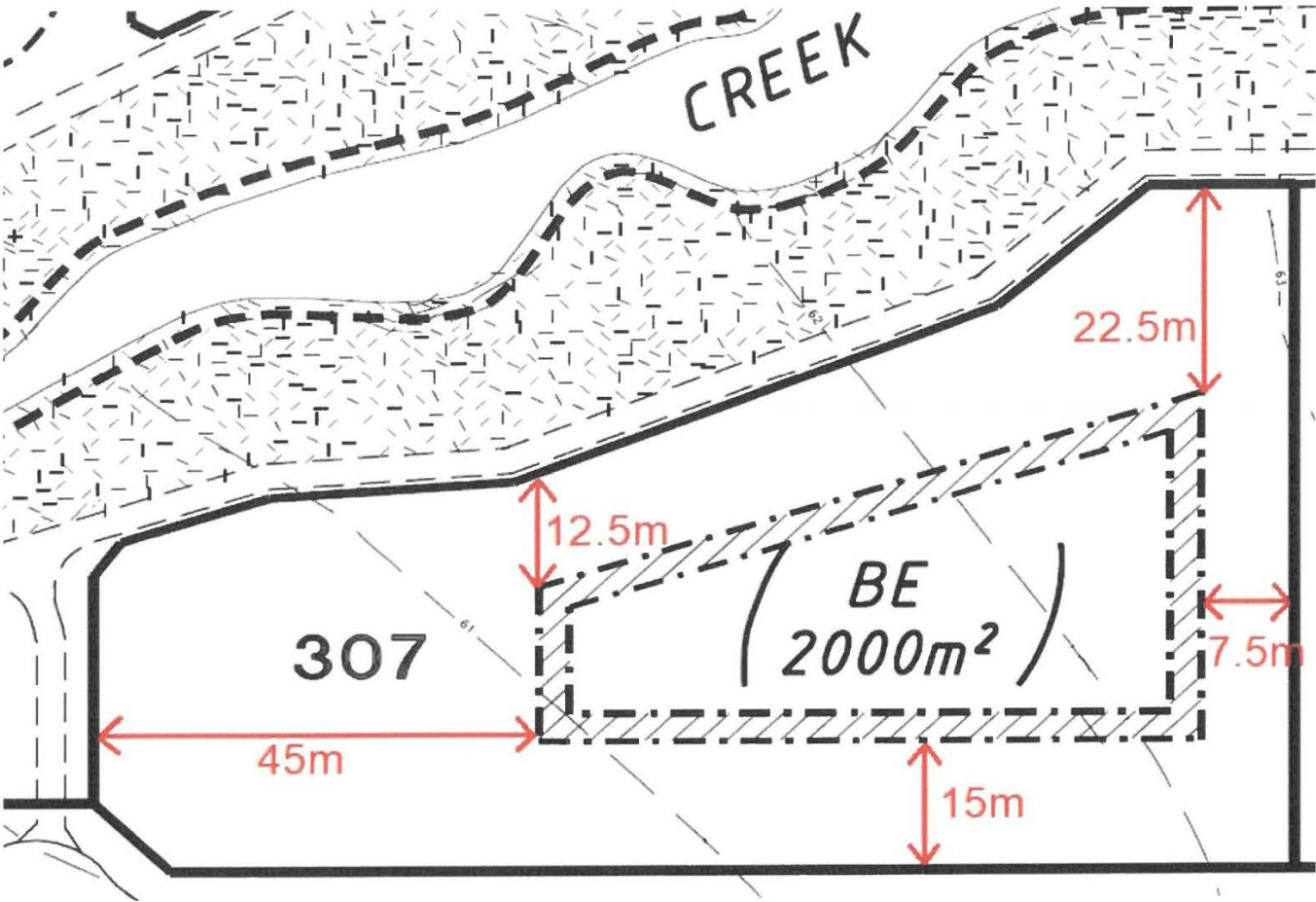
I am writing this letter to outline my intentions to relocate the building envelope on my property, 80 Patten Place White Peak.

My plans are to move the entire building envelope to the west which would centralise the envelope. It is currently only 7.5m from the edge of the neighbouring block which restricts how much of my envelope can be used without encroaching on the privacy of the neighbours, which is a massive part of why people buy and live in this area.

After discussions with them about my original plans to build 15m from the boundary, they expressed these concerns. The conclusion from these conversations was that it would be beneficial for everyone if the envelope was moved. I intend to move it so it is 27.5 meters from the boundary, which would make it 25m off the west boundary.

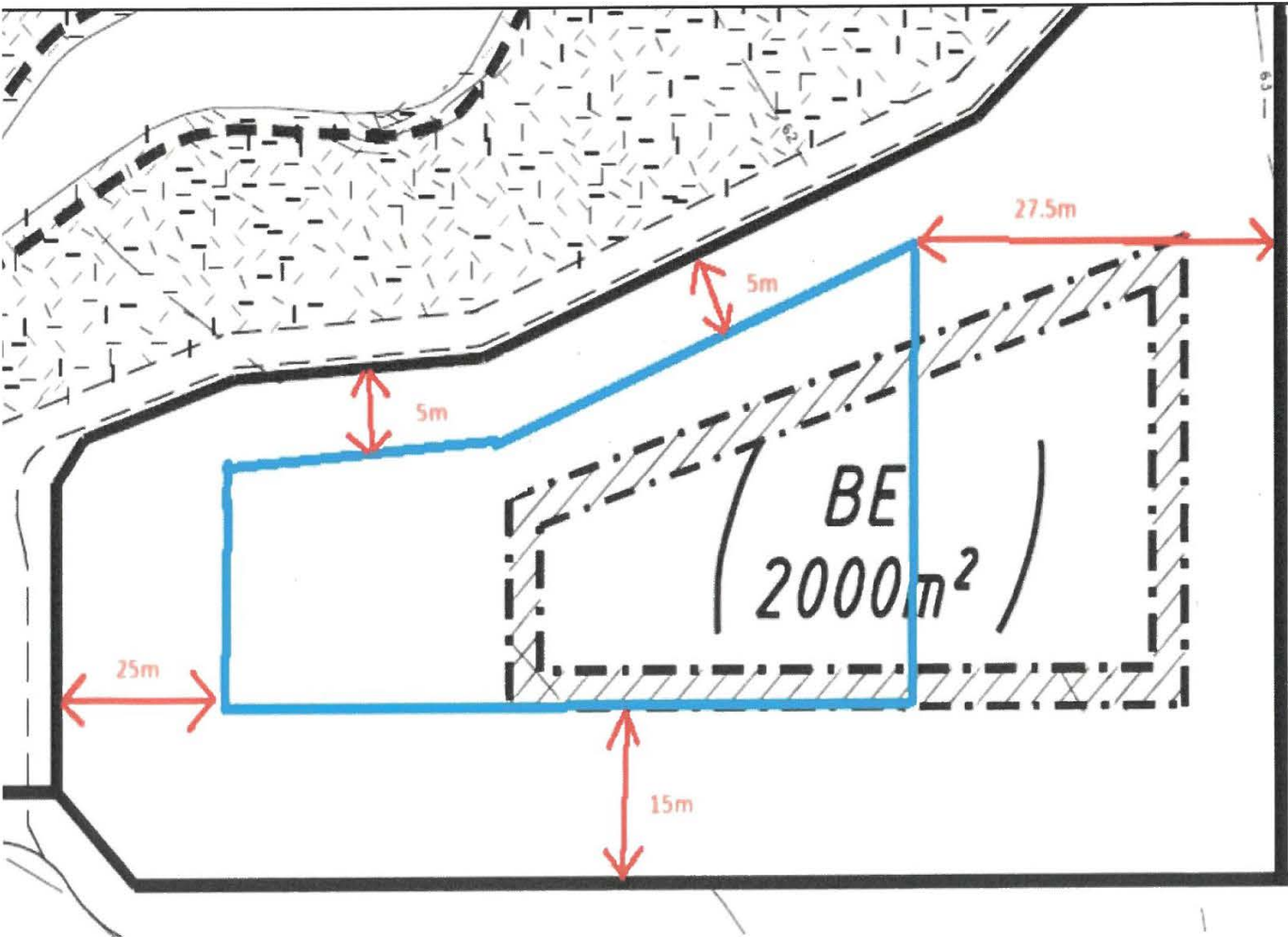
Please see below drawings of intended location.

Regards,
Reece Sontag

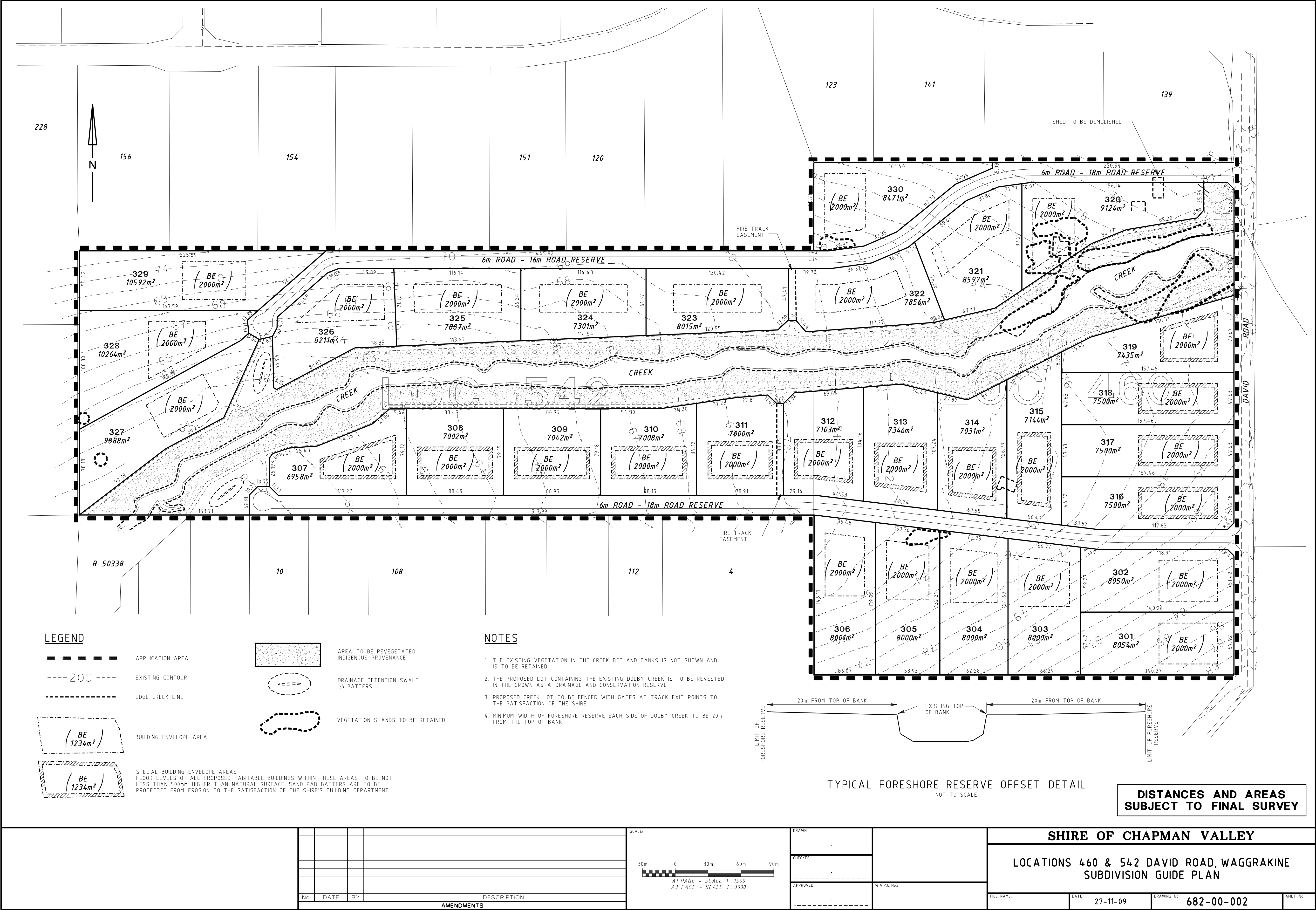


Above: Existing building envelope upon Lot 307 Patten Place

Below: Proposed building envelope (shown in blue)







DATE

10 JUN 2024

DEVELOPMENT APPLICATION SUBMISSION FORM

Shire Reference: A1817

PROPOSED BUILDING ENVELOPE RELOCATION

80 (LOT 307) PATTEN PLACE, WHITE PEAK

RECEIVED

CR2426

Name: [REDACTED]

Postal Address: [REDACTED]

Phone Number: [REDACTED]

SUBMISSION:



Support



Object



Indifferent

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

AS PER CONVERSATION WITH REECE. INCREASED
PRIVACY AND SPACE BETWEEN DWELLINGS WOULD
BE ADVANTAGEOUS TO BOTH PARTIES INVOLVED.
AS DIRECT NEIGHBOURS

Signature: [REDACTED] Date: 10/6/24

Please return to: Chief Executive Officer or ceo@chapmanvalley.wa.gov.au
Shire of Chapman Valley
PO Box 1 or (fax) 9920 5155
NABAWA WA 6532

Note: The local government in determining the application will take into account the submissions received but is not obliged to support those views.

Submissions Close: 4:00pm Friday 28 June 2024

**DEVELOPMENT APPLICATION SUBMISSION FORM**

Shire Reference: A1817

**PROPOSED BUILDING ENVELOPE RELOCATION
80 (LOT 307) PATTEN PLACE, WHITE PEAK**

Name: [REDACTED]

Postal Address: [REDACTED]

Phone Number: [REDACTED]

SUBMISSION:

Support



Object



Indifferent

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

We have no objections to the proposal and wish Reece all the best with his building process.

Signature: [REDACTED]

Date: 14/6/24

Please return to:

Chief Executive Officer
Shire of Chapman Valley
PO Box 1
NABAWA WA 6532

or

cs@chapmanvalley.wa.gov.au

or

(fax) 9920 5155

Note: The local government in determining the application will take into account the submissions received but is not obliged to support those views.

Submissions Close: 4:00pm Friday 28 June 2024

10.1.3	Future Industries Advisory Group
Department	Development Service Planning
Author	Simon Lancaster
Reference(s)	204.16.22
Attachment(s)	1. Future Industries Advisory Group Minutes & draft Terms of Reference [10.1.3.1 - 6 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council receive the unconfirmed minutes of the 3 July 2024 Future Industries & Renewable Energy Advisory Group meeting.

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 Future Industries & Renewable Energy Advisory Group met on 3 July 2024 and the unconfirmed minutes from this meeting are presented to Council.

Comment

The unconfirmed minutes from the 3 July 2024 Future Industries & Renewable Energy Advisory Group meeting are provided as **separate Attachment 10.1.3.1**.

The meeting largely dealt with the drafting of the Terms of Reference for the Advisory Group and this remains an ongoing process.

No actions arising from the Advisory Group meeting require a determination of Council at this time.

Statutory Environment

The report complies with the requirements of the:
Local Government Act 1995

Policy/Procedure Implications

A Policy or Procedure is affected:
Elected Member Governance Policy & Procedures
Planning and Development Policy & Procedures

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.

5.2.5 To ensure all residents can be engaged in communication and issue notifications, especially those not on social media.

Consultation

The Future Industries & Renewable Energy Advisory Group is intended to serve as a conduit providing community, proponent and other stakeholder feedback to Council, and to provide recommendations to Council to ensure the local community benefits as a result of significant projects.

Risk Assessment

No Risks have been Identified.

FUTURE INDUSTRIES & RENEWABLE ENERGY ADVISORY GROUP MEETING MINUTES - 3 JULY 2024



FUTURE INDUSTRIES & RENEWABLE ENERGY ADVISORY GROUP

Minutes from the meeting held on:

4:00pm Thursday, 3 July 2024

at the:

**Council Chambers
3270 Chapman Valley Road, Nabawa, WA 6532
and via Teams**

*FUTURE INDUSTRIES & RENEWABLE ENERGY ADVISORY GROUP MEETING MINUTES - 3 JULY 2024***1. DECLARATION OF OPENING OF MEETING**

The Chair welcomed attendees declaring the meeting open at 4:03pm.

The Shire acknowledged the traditional landowners through the reading of our 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

1.1 Announcements of Visitors

Nil

2. RECORD OF ATTENDANCE**2.1 Attendance**

Cr Emma Rodney (Chair)
Cr Nicole Batten
Simon Lancaster (Deputy Chief Executive Officer)

2.2 Apologies

Cr Kirrilee Warr
Cr Liz Elliott-Lockhart
Jamie Criddle (Chief Executive Officer)

2.3 Visitors

Nil

3. DISCLOSURE OF INTEREST

It was noted that Council Delegates, Shire staff and Community Representatives may have an inherent interest in several aspects of discussion due to the general nature and is regarded as an interest in common.

4. ANNOUNCEMENTS WITHOUT DISCUSSION

Nil

5. TERMS OF REFERENCE

The terms of reference will be discussed as part of this meeting.

6. INTRODUCTIONS

Nil

*FUTURE INDUSTRIES & RENEWABLE ENERGY ADVISORY GROUP MEETING MINUTES - 3 JULY 2024***7. CHANNELS OF COMMUNICATION**

All channels of communication between the outside parties and Advisory Group members shall be directed through the Shire CEO. All correspondence shall also to be cc'd to the Shire CEO (or equivalent) as the administrative officer for the group.

8. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

The Unconfirmed Minutes from the 6 June 2024 Future Industries & Renewable Energy Advisory Group meeting were provided with the Agenda prior to the meeting.

Advisory Group Recommendation

Moved: Cr Nicole Batten

Seconded: Cr Emma Rodney

That the minutes of the 6 June 2024 Future Industries & Renewable Energy Advisory Group be confirmed as true and accurate.

3/0

Carried Unanimously

Minute Reference: FIREAG-24/Mtg2-1

9. AGENDA ITEMS**9.1 Terms of Reference**

The draft Terms of Reference were provided with the Agenda prior to the meeting.

A Terms of Reference that includes the group's purpose, roles, responsibilities, aims and membership will provide a basis for the Advisory Group to operate efficiently.

Advisory Group Recommendation

That the draft Terms of Reference be further developed with regard for the amendments contained in Attachment 1 to the Minutes and returned to the next meeting of the Advisory Group for consideration.

Moved: Cr Emma Rodney

Seconded: Cr Nicole Batten

3/0

Carried Unanimously

Minute Reference: FIREAG-24/Mtg2-2

9.2 Community Representatives

General agreement that expressions of interest to serve in community member roles on Advisory Group would be invited once Terms of Reference were finalised.

9.3 Social Impact Assessment Local Planning Policy

General agreement that the Social Impact Assessment Local Planning Policy should be drafted with an emphasis upon being concise and presented to a future Advisory Group for consideration.

FUTURE INDUSTRIES & RENEWABLE ENERGY ADVISORY GROUP MEETING MINUTES - 3 JULY 2024

9.4 General Material

General agreement at this initial stage that it would be more appropriate and of greater informative benefit for proponents to make introductory presentations and presentations providing updates on their projects to Council as a whole (either at Council meetings or Concept Forums) rather than at Future Industries & Renewable Energy Advisory Group meetings, although this may change as the Advisory Group's roles and responsibilities become more established.

9.5 Emerging Items for discussion

Nil

10. SCHEDULE FOR FUTURE REFERENCE GROUP MEETINGS

Nil

11. NEXT MEETING

The next meeting of the Future Industries & Renewable Energy Advisory Group is to be held at 4:00pm on Wednesday 7th August 2024 in the Shire Council Chambers and also via Teams link.

12. CLOSURE

The Chair declared the meeting closed at 4:33pm.



Shire of Chapman Valley

FUTURE INDUSTRIES & RENEWABLE ENERGY COMMUNITY ADVISORY GROUP TERMS OF REFERENCE

Establishment

THE SHIRE OF CHAPMAN VALLEY (COUNCIL) RESOLVED ON 16 NOVEMBER 2023 (OCM 2023/11-9) TO:

- Establish an Advisory Group to be known as Future Industries & Renewable Energy Advisory Group (the Advisory Group)

Purpose

THE ROLE OF THE ~~COMMUNITY~~ ADVISORY GROUP IS TO:

- Enhance communication between the ~~Prospective Renewable Energy~~ proponents and the community;
- Encourage ~~community partnerships~~; engagement that fosters collaboration with future industries, levels of government, supporting industries/ organisations, and community;
- Ensure the local community benefits as a result of Renewable Energy & Future Industry projects.

AIMS OF THE ~~COMMUNITY~~ ADVISORY GROUP (~~CAG~~):

- Provide a transparent, representative and accessible forum for community questions related to the ~~project projects~~;
- Capture community feedback and ~~suggestions to assist with decision-making for the project~~; work with stakeholders of future industries and assist with advising council about benefits, opportunities, challenges, and threats existing to the Chapman Valley community;
- Increase understanding about the ~~project projects~~ within the community; and
- Provide advice to ensure the best application of ~~the community development fund~~ proponent investment in the Chapman Valley community and other initiatives.

SPECIFICALLY, THE ~~CAG~~ ADVISORY GROUP WILL:

- Act as a conduit to provide ~~community, proponent and other stakeholder~~ feedback ~~from the wider community~~;
- Represent community views regarding local impacts and benefits;
- Receive briefings on the progress of the ~~project projects~~;
- Provide information about the ~~project projects~~ to other community members;
- Be involved in the community engagement process in relation to fairness, transparency and accountability, providing opportunities for inclusion, deliberation and influence;
- Provide recommendations to the Council on relevant aspects of the ~~project projects~~ to assist in establishing broader community engagement and consultation;
- Provide recommendations regarding the ~~potential~~ creation of a community ~~development fund~~ investment mechanism and its implementation and operation.

CAG membership

A total ~~CAG Advisory Group~~ membership of up to 10 members is desirable to achieve diverse representation of stakeholders and community members. In order to ensure a fair representation of the community each community, environment, business or local facility group may only be represented by ~~one 1 CAG Advisory Group~~ member. All aspects of the ~~CAG Committee Advisory Group~~ are set in accordance with the *Local Government Act 1995; Division 2 — Council meetings, committees and their meetings and electors' meetings; Subdivision 2 — Committees and their meetings; Subdivision 3 — Matters affecting council and committee meetings.*

CONTACT US

3270 Chapman Valley Road, NABAWA

Email: ceo@chapmanvalley.wa.gov.au Ph: 08 9920 5011

Selection Process

A comprehensive selection process will be undertaken to ensure a wide cross-section of the community is represented on the ~~CAG Advisory Group~~. ~~Invitations to submit expressions of interest~~ ~~Advertisements calling for nominations~~ will be called for by the Shire ~~placed in the local newspapers circulated in the project area, as well as Shire of Chapman Valley's website.~~

People wishing to become ~~CAG Advisory Group~~ community members will be required to complete a nomination form, outlining information about themselves, demonstrating any previous community involvement and why they are interested in being a part of the ~~CAG Advisory Group~~. It is envisaged that the ~~CAG Advisory Group~~ will be made up of 10 individuals. (4 Councillors, 2 Officers & up to 4 Community representatives). The committee will also have the ability to 'second' industry representatives with (ie, government department or industry expertise) to the committee on a short-medium term basis (without voting privileges).

ALL NOMINEES MUST:

- Possess a willingness to contribute constructively to meetings;
- Have an ability to look beyond personal interests;
- Demonstrate their ability to represent community interest and provide feedback to the community;
- Demonstrate courteous and respectful behavior towards fellow members and stakeholders.

The selection panel will consist of the ~~four~~ 4 Council members and ~~two~~ 2 Council Officers.

Terms of Membership

Members agree to commit to an initial maximum of 24 months (coinciding with council election process), after which time members will be required to re-nominate for the position.

Members agree to commit to attending at least 75% of meetings.

Members agree to behave in respectful manner to all ~~CAG Advisory Group~~ members, project stakeholders and members of the community.

If these terms of membership are not met by any ~~CAG Advisory Group~~ member, they will be asked to leave the ~~CAG Advisory Group~~ and a new member will be sought for that role.

MEDIA LIAISON

Individual members are free to speak to the media about the project, but as individual community members, not as a spokesperson on behalf of the ~~CAG Advisory Group~~.

~~CAG Advisory Group~~ SECRETARIAT

The Shire of Chapman Valley (officers) will act as secretariat to the ~~CAG Advisory Group~~. ~~Shire Council officers~~ will be present at all meetings in an administrative capacity to facilitate the meetings to assist in the operation of the ~~CAG Advisory Group~~.

In their capacity as secretariat, minutes will be taken by the attending ~~Shire Council officers~~, and will be distributed to members within 14 days of the meeting. Minutes will also be presented to the next ordinary Council Meeting (~~OCM~~) for action and endorsement. Minutes will then be endorsed by the ~~CAG Advisory Group~~ at the following meeting.

While the ~~CAG Advisory Group~~ does not have any official Delegated Authority, it has the ability to make recommendations to the Council. ~~If the Council does not agree with a recommendation put forward by the CAG Advisory Group, a written explanation will be submitted to the group outlining the reasons for that.~~

At the first meeting of the ~~CAG Advisory Group~~ (post set up), meeting procedures, including frequency of meetings and voting procedures, will be discussed and confirmed with the relevant sections of the *Local Government Act 1995* in mind.



CONTACT US

3270 Chapman Valley Road, NABAWA

Email: ceo@chapmanvalley.wa.gov.au Ph: 08 9920 5011

10.1.4	Local Planning Scheme Review
Department	Development Service Planning
Author	Simon Lancaster
Reference(s)	204.19
Attachment(s)	1. Scheme Review Initiation Form [10.1.4.1 - 2 pages] 2. Scheme Review Flowchart [10.1.4.2 - 1 page]

Voting Requirements

Simply Majority

Staff Recommendation

That Council resolve to prepare Shire of Chapman Valley Local Planning Scheme No.4 in accordance with Part 5 of the *Planning and Development Act 2005* and part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* encompassing all land contained within the Shire boundaries. The proposed Local Planning Scheme No.4 is to replace the Shire of Chapman Valley Local Planning Scheme No.3.

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 current Shire of Chapman Valley Local Planning Scheme No.3 was gazetted on 23 July 2019 and requires review to ensure the Shire's statutory planning document is consistent with the recent updates to the *Planning and Development (Local Planning Schemes) Regulations 2015* ('the Regulations'). This report recommends that Council resolve to formally commence the preparation of a new Scheme.

Comment

Council is required to initiate the Scheme Review process through a resolution made under the *Planning and Development Act 2005* ('the Act') and a copy of the relevant form and accompanying map has been provided as **separate Attachment 10.1.4.1**.

A chart illustrating the Scheme Review process has been provided as **separate Attachment 10.4.1.2**.

The Scheme Review process that Council undertook to overhaul Schemes No.1 & No.2 were more significant undertakings and it is considered that this Scheme Review should be more of a refinement process, with the Scheme No.4 Map largely following the current Scheme No.3 Map and the Scheme No.4 Text following the Model and Deemed Provisions for Scheme Text, as contained in Schedules 1 & 2 of the updated Regulations.

The current Scheme No.3 (text and maps) can be accessed at the below link:

[Shire of Chapman Valley planning information \(www.wa.gov.au\)](http://www.wa.gov.au)

The Regulations introduced a standardised state-wide template for the layout of Schemes and the 2020 review and subsequent updates to the Regulations means that the Shire's current Scheme No.3 requires updating to ensure it is consistent with legislation. The review of the Scheme will ensure it remains contemporary and is also more robust to challenge in the event that Council finds itself subject to appeal.

The intention of the scheme review (that would lead to Local Planning Scheme No.4) would not be to make any significant changes to the Scheme (zoning) Maps as this has been attended to in past scheme reviews. Rather the focus would be on ensuring that the Scheme Text is updated to accord with the various amendments that have been made to the Regulations since the previous Scheme's gazettal i.e. the Scheme Review would be a fine-tuning exercise (rather than a major overhaul) with changes generally limited to the following:

- updating the Scheme Text provisions to reference those as contained in the Regulations updates to ensure consistency and assist Council in statutory matters.
- insert/delete/re-name land use terms in Table 1 (Zoning Table) to align with the Regulations updates.
- include the new land use terms and remove the superseded land use terms from Table 1 (Zoning Table) arising from the short term rental accommodation ('airbnb') statewide legislative changes;
- removal of any land use definitions from Part 6 (Definitions) that are listed elsewhere in Acts or Regulations;
- standardise the zonings upon the Scheme Map and their corresponding objectives in the Scheme Text with the Regulations updates.
- text changes to various Scheme provisions to align with wider legislation;
- ensure the Shire Scheme aligns with the WAPC's Consistent Local Planning Schemes Report (May 2024).
- modifications to the Scheme Maps to correct minor anomalies where privately owned land has been identified for public purposes and where Crown Land has not been identified as Reserves and ensuring also that their Reserve zonings match the assigned (or Council sought) management purpose.

Council will be provided with drafts of the Scheme No.4 Text and Map at an upcoming meeting for its consideration.

The draft Scheme No.4, in the event that it is adopted by Council at a future meeting would be subject to a wider consultation process that is set by the Regulations, at the conclusion of which Scheme No.4 would be returned to Council for its consideration of the received submissions i.e. under the statutory process the Scheme will come before a minimum of 2 future Council meetings (pre and post advertising) to provide opportunity for further input on its content.

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

Section 88 of the Act requires Local Governments to review their planning scheme every 5 years. Schemes are prepared and adopted under Part 5 of the Act and in compliance with the Regulations.

To formally begin the process of preparing a new Scheme it is necessary for Council to pass a resolution worded in accordance with the requirements of the Regulations. The WAPC will require a copy of Council's resolution and a supporting explanation outlining the intent and reasons.

In essence the initiation resolution as contained in the recommendation is a procedural one to simply commence the Scheme Review, that is a process that can generally be expected to take 2 years and will be returned to Council for its consideration on at least 2 further occasions. The first being a future meeting when Council will be presented with the draft Scheme (inclusive of Text and Maps) for its consideration. It is at this future meeting that

Council considers the document and whether it wishes to then proceed to the next stages which involve referring the draft Scheme No.4 to the Environmental Protection Authority and Western Australian Planning Commission seeking their necessary consents to go to the subsequent stage of public advertising of the Scheme, after which it is again returned to Council for its consideration of the received submissions.

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.

The cost of the Scheme Review will be addressed through Account 1992-Planning Consultancy Expenses with the majority of the oversee of the project undertaken in-house.

Strategic Implications

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.

ECONOMY & POPULATION

2.1 Build population and business activity with targeted strategies.

2.1.1 Support business development, lifestyle changes and short/ term accommodation.

ECONOMY & POPULATION

2.4 Ensure town planning scheme allows for economic development / population retention / growth.

2.4.1 Town Planning review for residential land, aged care facilities or business / industrial development opportunities.

ENVIRONMENT & SUSTAINABILITY

3.2 Maintain the rural identity of the Shire.

3.2.2 Ensure recreational, tourism activities on lifestyle blocks have minimal impact on sustainable farming.

GOVERNANCE & ACCOUNTABILITY

5.4 Ensure robust process for economic and infrastructure development.

5.4.1 Town Planning Review / Initiatives.

Consultation

The minimum consultation process required for the review, and subsequent advertising, of a Local Planning Scheme is set by the Act and Regulations.

Following a resolution to prepare a new Local Planning Scheme, as recommended by this report, the Shire is required as per Part 4 of the Regulations to provide notification of the resolution to stakeholders that may be affected by the Scheme (this being generally considered to be all relevant state government agencies and service authorities and the surrounding local governments) inviting within 21 days any recommendations in respect of the resolution and requests for issues for consideration in Scheme No.4.

In the event that Council (at a future meeting) and subsequently the Environmental Protection Authority and the Western Australian Planning Commission are satisfied with draft

Scheme No.4, the consultation process required for the advertising of a Local Planning Scheme is set by the Regulations. It is proposed that Scheme No.4 would be advertised for a period of 3 months, and the advertising would include the following actions:

- display of Scheme No.4 at the Shire office;
- display of Scheme No.4 at the WAPC office;
- display of Scheme No.4 on the Shire website;
- notice inviting comment to be published in a newspaper circulating in the district (i.e. Mid West Times);
- notice inviting comment being sent to all relevant government agencies, service authorities and other parties identified by WAPC.

At the conclusion of the advertising period Scheme No.4 would be returned to Council for its consideration of the received submissions.

Risk Assessment

An Insignificant Compliance Risk of Level 1 - Which will likely result in no noticeable regulatory or statutory impact.



Form 1A

Resolution of a local government to prepare or adopt a new Local Planning Scheme

Regulation 19(1)

Version: 2.0 (February 2021)

Planning and Development Act 2005

RESOLUTION TO PREPARE A LOCAL PLANNING SCHEME

For the entire district of the

Shire of Chapman Valley

Local Planning Scheme No.4

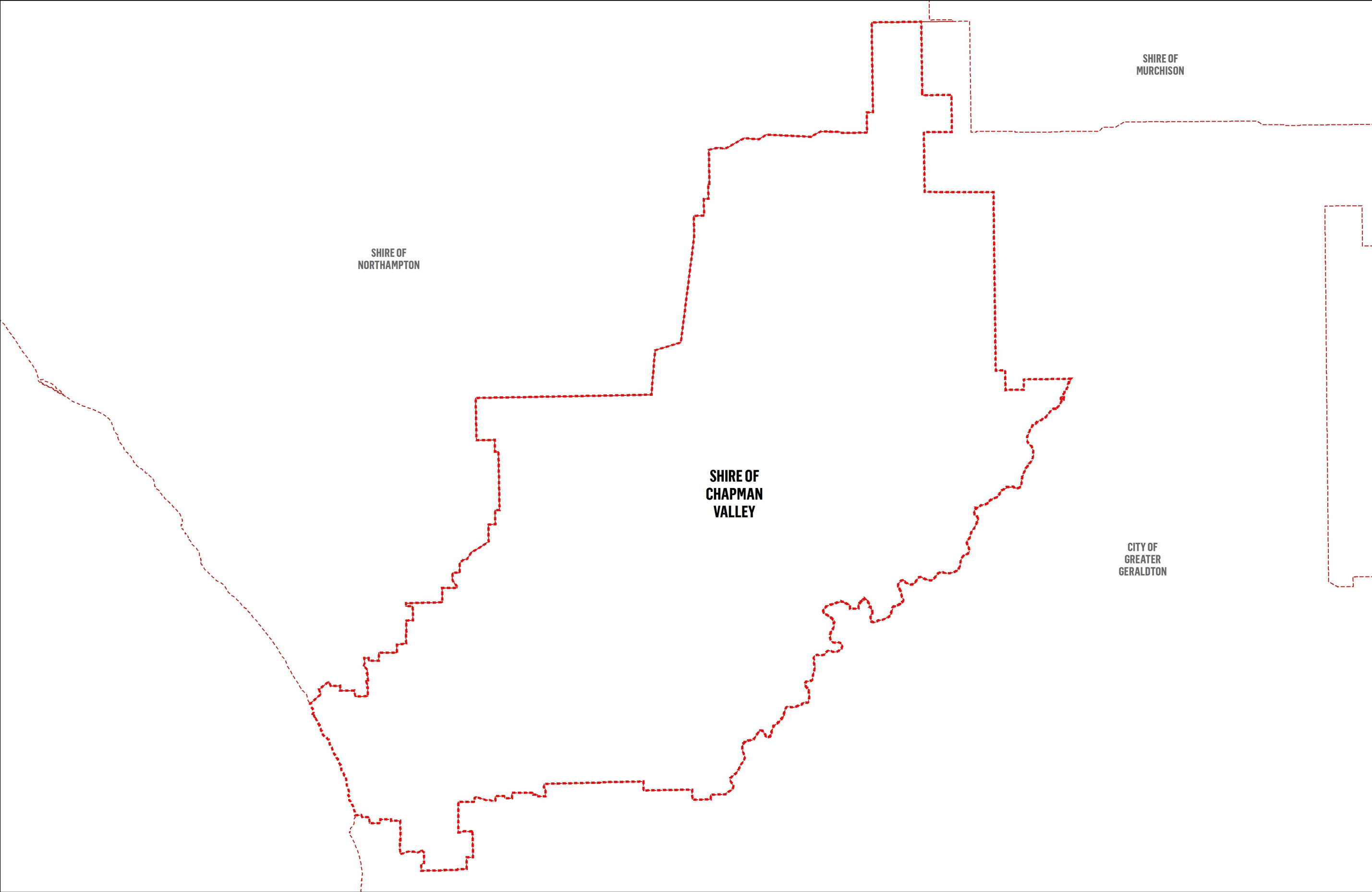
Resolved that the local government, pursuant to section 72 of the
Planning and Development Act 2005, prepare the above Local Planning Scheme
with reference to the entire area within the

Shire of Chapman Valley

and as shown on the plan presented to the Council of the local government at its meeting
of 19-Jul-2024 to be referred to as the Scheme Area Map.

Dated this 19th day of July 2024

(Chief Executive Officer)

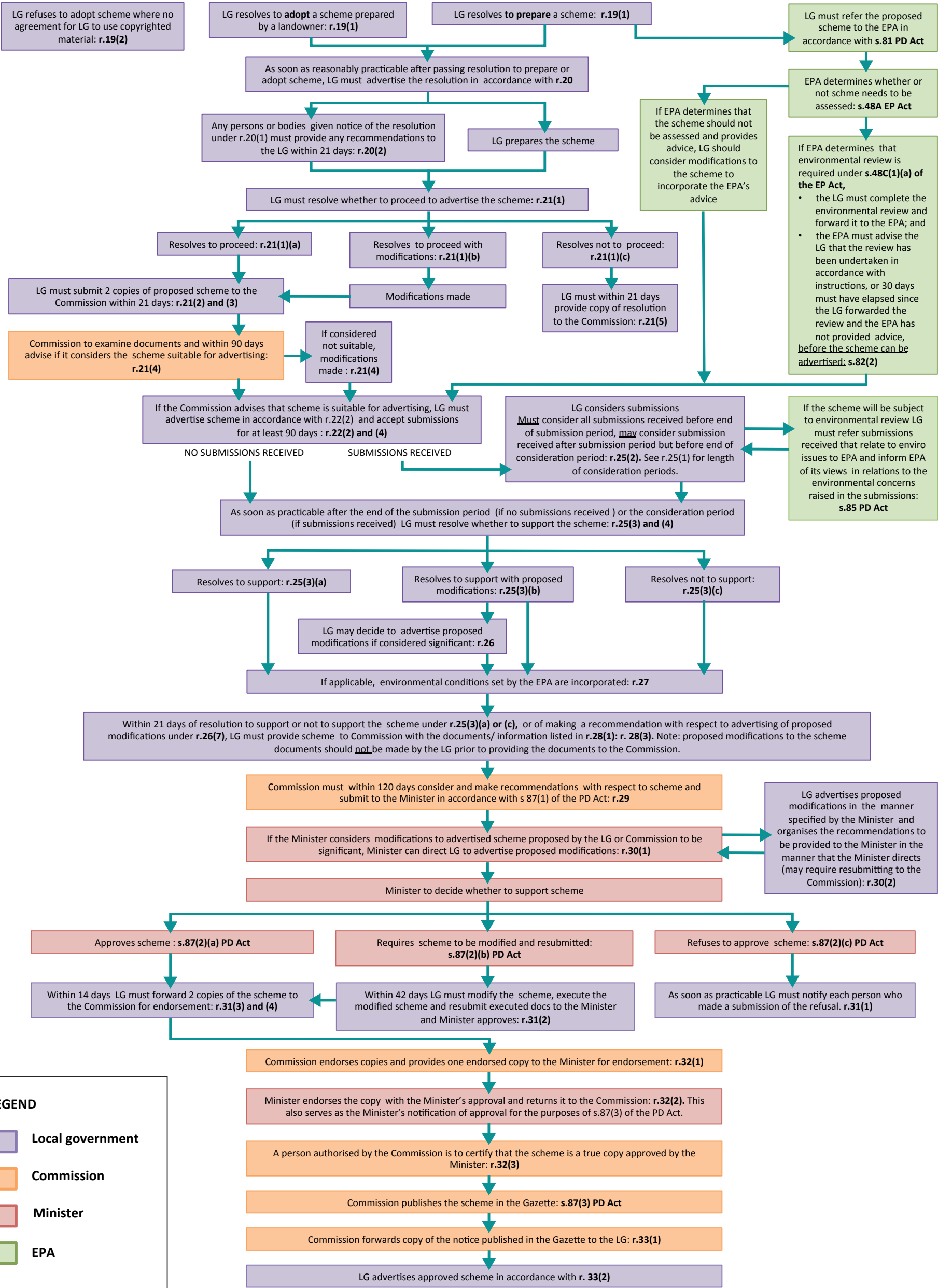


Shire of Chapman Valley
Local Planning Scheme No.4 area

Legend

 LPS Boundary 

Process for preparation or adoption of new local planning schemes flowchart



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. Financial Management Report - June 2024 [10.2.1.1 - 34 pages]

Voting Requirements

Simply Majority

Staff Recommendation

That Council receives the Monthly Financial Management report supplied under separate cover for June 2024 including the following:

Statement of Financial Activities by Nature or Type

Statement of Financial Activity Information & Notes

Summary of Accounts Paid

Bank Reconciliation

Credit Card Statement

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 June 2024 is detailed in the monthly management report provided as a separate attachment for Council's review, yet noting end of year adjustments will alter the final carry forward balance.

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

No Financial Implications Identified.

Strategic Implications

Strategic Community Plan/Corporate Business Plan Implications

GOVERNANCE & ACCOUNTABILITY

5.3 Make informed decisions within resources and areas of responsibility.

5.3.1 Council and Shire process formally incorporate integrated plans as references.

5.3.2 Regular and relevant briefings to Elected Members.

Consultation

Not applicable

Risk Assessment

An Insignificant Financial Impact Risk of Level 1 - Which will likely be less than \$1,000.

SHIRE OF CHAPMAN VALLEY
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 30th of June 2024

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

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SHIRE OF CHAPMAN VALLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

	Supplementary Information	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	3,021,512	3,021,512	3,045,185	23,673	0.78%	▲
Rates excluding general rates		136,724	136,724	136,310	(414)	(0.30%)	
Grants, subsidies and contributions	14	1,248,227	1,248,227	1,930,810	682,583	54.68%	▲
Fees and charges		371,929	371,929	430,210	58,281	15.67%	▲
Interest revenue		34,615	34,615	86,488	51,873	149.86%	▲
Other revenue		21,375	21,375	19,552	(1,823)	(8.53%)	
Profit on asset disposals	6	20,000	20,000	134,729	114,729	573.65%	▲
		4,854,382	4,854,382	5,784,545	930,163	19.16%	
Expenditure from operating activities							
Employee costs		(3,020,842)	(3,020,842)	(2,023,731)	997,111	33.01%	▲
Materials and contracts		(3,736,398)	(3,736,398)	(2,612,272)	1,124,126	30.09%	▲
Utility charges		(56,907)	(56,907)	(53,758)	3,149	5.53%	
Depreciation		(6,869,792)	(6,869,792)	(5,921,078)	948,714	13.81%	▲
Finance costs		(9,356)	(9,356)	(1,159)	8,197	87.61%	▲
Insurance		(298,552)	(298,552)	(282,777)	15,775	5.28%	▲
Other expenditure		(134,326)	(134,326)	(116,702)	17,624	13.12%	▲
Loss on asset disposals	6	(20,000)	(20,000)	0	20,000	100.00%	▲
		(14,146,173)	(14,146,173)	(11,011,477)	3,134,696	22.16%	
Non-cash amounts excluded from operating activities	Note 2(b)	6,776,563	6,776,563	5,915,572	(860,991)	(12.71%)	▼
Amount attributable to operating activities		(2,515,228)	(2,515,228)	688,640	3,203,868	127.38%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	15	3,372,849	3,372,849	1,527,329	(1,845,520)	(54.72%)	▼
Proceeds from disposal of assets	6	163,000	163,000	157,329	(5,671)	(3.48%)	
		3,535,849	3,535,849	1,684,658	(1,851,191)	(52.35%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(3,954,012)	(3,954,012)	(967,369)	2,986,643	75.53%	▲
Payments for construction of infrastructure	5	(1,175,122)	(1,175,122)	(1,477,321)	(302,199)	(25.72%)	▼
		(5,129,134)	(5,129,134)	(2,444,690)	2,684,443	52.34%	
Amount attributable to investing activities		(1,593,285)	(1,593,285)	(760,032)	833,252	52.30%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	11	1,277,024	1,277,024	677,024	(600,000)	(46.98%)	▼
Transfer from reserves	4	573,543	573,543	0	(573,543)	(100.00%)	▼
		1,850,567	1,850,567	677,024	(1,173,543)	(63.42%)	
Outflows from financing activities							
Repayment of borrowings	11	(31,000)	(31,000)	0	31,000	100.00%	▲
Payments for principal portion of lease liabilities	12	(7,886)	(7,886)	(8,087)	(201)	(2.55%)	
Transfer to reserves	4	(115)	(115)	(266,432)	(266,317)	(231580.00%)	▼
		(39,001)	(39,001)	(274,519)	(235,518)	(603.88%)	
Amount attributable to financing activities		1,811,566	1,811,566	402,505	(1,409,061)	(77.78%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		2,296,947	2,296,947	2,296,947	0	0.00%	
Amount attributable to operating activities		(2,515,228)	(2,515,228)	688,640	3,203,868	127.38%	▲
Amount attributable to investing activities		(1,593,285)	(1,593,285)	(760,032)	833,252	52.30%	▲
Amount attributable to financing activities		1,811,566	1,811,566	402,505	(1,409,061)	(77.78%)	▼
Surplus or deficit after imposition of general rates		0	0	2,628,060	2,628,060	0.00%	▲

KEY INFORMATION

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

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

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

SHIRE OF CHAPMAN VALLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2024

	Supplementary Information	30 June 2023	30 June 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	4,080,340	5,721,554
Trade and other receivables		200,113	367,549
Inventories	8	5,931	2,419
Other assets	8	10,908	0
TOTAL CURRENT ASSETS		4,297,292	6,091,522
NON-CURRENT ASSETS			
Trade and other receivables		8,342	8,342
Other financial assets		61,117	62,378
Property, plant and equipment		19,277,039	18,309,957
Infrastructure		191,269,843	186,301,349
Right-of-use assets		40,436	32,336
TOTAL NON-CURRENT ASSETS		210,656,777	204,714,362
TOTAL ASSETS		214,954,069	210,805,884
CURRENT LIABILITIES			
Trade and other payables	9	668,868	715,553
Other liabilities	13	0	1,150,000
Lease liabilities	12	8,087	8,087
Employee related provisions	13	497,342	497,342
TOTAL CURRENT LIABILITIES		1,174,297	2,370,982
NON-CURRENT LIABILITIES			
Other liabilities		159,515	289,999
Lease liabilities	12	34,521	34,521
Employee related provisions		21,897	21,897
TOTAL NON-CURRENT LIABILITIES		215,933	346,417
TOTAL LIABILITIES		1,390,230	2,717,399
NET ASSETS		213,563,839	208,088,485
EQUITY			
Retained surplus		34,145,894	28,404,108
Reserve accounts	4	1,331,477	1,597,909
Revaluation surplus		178,086,468	178,086,468
TOTAL EQUITY		213,563,839	208,088,485

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to these financial statements.

Judgements and estimates

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

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

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

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

SIGNIFICANT ACCOUNTING POLICIES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 June 2024

SHIRE OF CHAPMAN VALLEY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 June 2024
(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	\$	\$	\$
Current assets				
Cash and cash equivalents	3	4,080,340	4,080,340	5,721,554
Trade and other receivables		200,113	200,113	367,549
Inventories	8	5,931	5,931	2,419
Other assets	8	10,908	10,908	0
		4,297,292	4,297,292	6,091,522
Less: current liabilities				
Trade and other payables	9	(668,868)	(668,868)	(715,553)
Other liabilities	13	0	0	(1,150,000)
Lease liabilities	12	(8,087)	(8,087)	(8,087)
Borrowings	11	0	0	0
Employee related provisions	13	(497,342)	(497,342)	(497,342)
		(1,174,297)	(1,174,297)	(2,370,982)
Net current assets		3,122,995	3,122,995	3,720,540
Less: Total adjustments to net current assets	Note 2(c)	(826,048)	(826,048)	(1,092,480)
Closing funding surplus / (deficit)		2,296,947	2,296,947	2,628,060

(b) Non-cash amounts excluded from operating activities

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

		Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	6	(20,000)	(20,000)	(134,729)
Less: Movement in liabilities associated with restricted cash		(228,946)	(228,946)	0
Less: Fair value adjustments to financial assets at amortised cost		0	0	(1,261)
Add: Loss on asset disposals	6	20,000	20,000	0
Add: Depreciation		6,869,792	6,869,792	5,921,078
Movement in contract liabilities (non-current)		130,484	130,484	130,484
Non-cash movements in non-current assets and liabilities:				
- Employee provisions		5,233	5,233	0
Total non-cash amounts excluded from operating activities		6,776,563	6,776,563	5,915,572

(c) Current assets and liabilities excluded from budgeted deficiency

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

		Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 June 2024
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	4	(1,331,477)	(1,331,477)	(1,597,909)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of lease liabilities	12	8,087	8,087	8,087
- Current portion of employee benefit provisions held in reserve	4	167,427	167,427	169,812
- Current portion of employee benefit provision held in municipal		329,915	329,915	327,530
Total adjustments to net current assets	Note 2(a)	(826,048)	(826,048)	(1,092,480)

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.

SHIRE OF CHAPMAN VALLEY

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2024

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
General rates	23,673	0.78%	▲
	Permanent		
Grants, subsidies and contributions	682,583	54.68%	▲
	Timing		
Fees and charges	58,281	15.67%	▲
	Permanent		
Interest revenue	51,873	149.86%	▲
	Permanent		
Expenditure from operating activities			
Employee costs	997,111	33.01%	▲
	Permanent		
Materials and contracts	1,124,126	30.09%	▲
	Permanent		
Depreciation	948,714	13.81%	▲
	Permanent		
Finance costs	8,197	87.61%	▲
	Permanent		
Insurance	15,775	5.28%	▲
	Permanent		
Other expenditure	17,624	13.12%	▲
	Permanent		
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(1,845,520)	(54.72%)	▼
	Timing		
Outflows from investing activities			
Payments for property, plant and equipment	2,986,643	75.53%	▲
	Timing		
Payments for construction of infrastructure	(302,199)	(25.72%)	▼
	Permanent		
Outflows from financing activities			
Transfer to reserves	(266,317)	(231580.00%)	▼
	Permanent		

SHIRE OF CHAPMAN VALLEY

SUPPLEMENTARY INFORMATION

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**SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

1 KEY INFORMATION

Funding Surplus or Deficit Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.30 M	\$2.30 M	\$2.30 M	\$0.00 M
Closing	\$0.00 M	\$0.00 M	\$2.63 M	\$2.63 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$5.72 M	% of total
Unrestricted Cash	\$4.12 M	72.1%
Restricted Cash	\$1.60 M	27.9%

Refer to 3 - Cash and Financial Assets

Payables	
	\$0.72 M
Trade Payables	\$0.48 M
0 to 30 Days	88.8%
Over 30 Days	11.2%
Over 90 Days	0.1%

Refer to 9 - Payables

Receivables	
	\$0.13 M
Rates Receivable	\$0.24 M
Trade Receivable	\$0.13 M
Over 30 Days	0.0%
Over 90 Days	0.0%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.52 M)	(\$2.52 M)	\$0.69 M	\$3.20 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$3.05 M	% Variance
YTD Budget	\$3.02 M	0.8%

Refer to 10 - Rate Revenue

Grants and Contributions		
YTD Actual	\$1.93 M	% Variance
YTD Budget	\$1.25 M	54.7%

Refer to 14 - Grants and Contributions

Fees and Charges		
YTD Actual	\$0.43 M	% Variance
YTD Budget	\$0.37 M	15.7%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.59 M)	(\$1.59 M)	(\$0.76 M)	\$0.83 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.16 M	%
Amended Budget	\$0.16 M	(3.5%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.48 M	% Spent
Amended Budget	\$1.18 M	25.7%

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$1.53 M	% Received
Amended Budget	\$3.37 M	(54.7%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.81 M	\$1.81 M	\$0.40 M	(\$1.41 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.68 M

Refer to 11 - Borrowings

Reserves	
Reserves balance	\$1.60 M
Interest earned	\$0.02 M

Refer to 4 - Cash Reserves

Lease Liability	
Principal repayments	(\$0.01 M)
Interest expense	(\$0.00 M)
Principal due	\$0.03 M

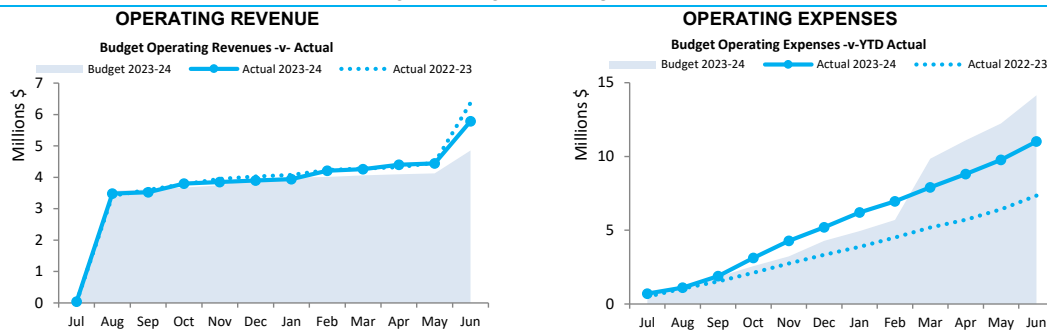
Refer to Note 12 - Lease Liabilities

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

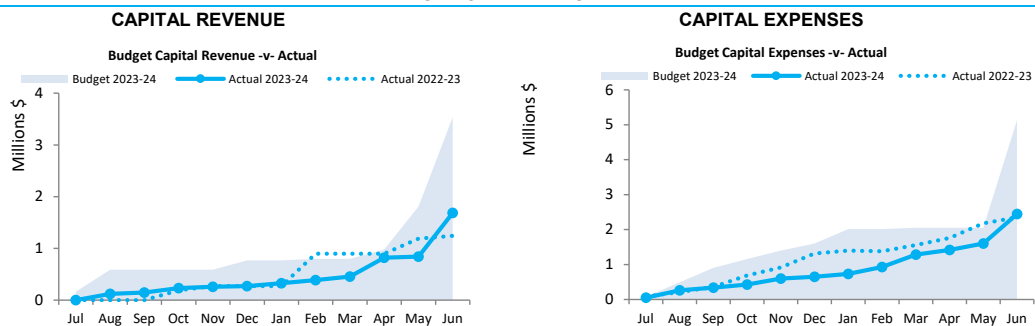
SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

2 KEY INFORMATION - GRAPHICAL

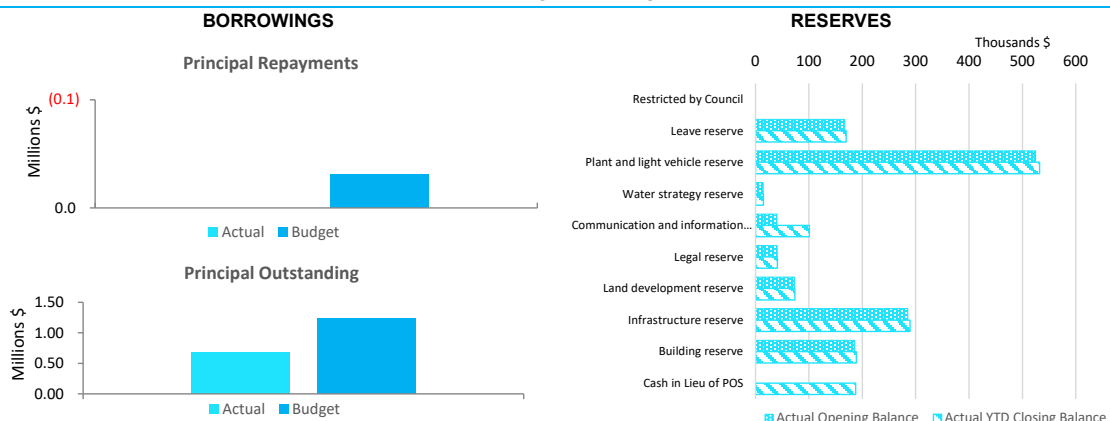
OPERATING ACTIVITIES



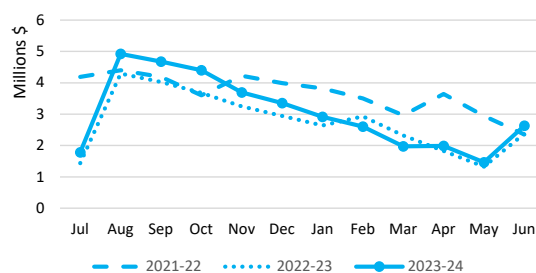
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.
 June 2024 Financial Management Report

SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution
		\$	\$	\$	\$	
Cash on hand						
Municipal Account	Cash and cash equivalents	1,447,483	0	1,447,483		Westpac Banking Corporation
Petty Cash	Cash and cash equivalents	700	0	700		Westpac Banking Corporation
Municipal Investment Account	Cash and cash equivalents	2,675,462	0	2,675,462		Westpac Banking Corporation
Leave Reserve	Cash and cash equivalents	0	169,812	169,812		Westpac Banking Corporation
Water Strategy Reserve	Cash and cash equivalents	0	14,598	14,598		Westpac Banking Corporation
Plant/Light Vehicle Reserve	Cash and cash equivalents	0	532,082	532,082		Westpac Banking Corporation
Communication & Information Technologies Reserve	Cash and cash equivalents	0	100,749	100,749		Westpac Banking Corporation
Legal Reserve	Cash and cash equivalents	0	41,028	41,028		Westpac Banking Corporation
Land Development Reserve	Cash and cash equivalents	0	73,884	73,884		Westpac Banking Corporation
Infrastructure Reserve	Cash and cash equivalents	0	289,538	289,538		Westpac Banking Corporation
Building Reserve	Cash and cash equivalents	0	188,754	188,754		Westpac Banking Corporation
Cash in Lieu of POS Reserve	Cash and cash equivalents	0	187,464	187,464		Westpac Banking Corporation
Trust Account	Cash and cash equivalents	0	0	0	6,271	Westpac Banking Corporation
Total		4,123,645	1,597,909	5,721,554	6,271	
Comprising						
Cash and cash equivalents		4,123,645	1,597,909	5,721,554	6,271	
		4,123,645	1,597,909	5,721,554	6,271	

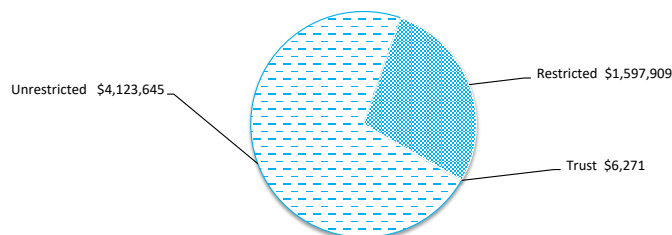
KEY INFORMATION

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.



SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfer s Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfer s In (+)	Actual Transfer s Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave reserve	167,427	10	0	(17,601)	149,836	167,427	2,385	0	0	169,812
Plant and light vehicle reserve	524,609	50	0	(393,785)	130,874	524,609	7,473	0	0	532,082
Water strategy reserve	14,392	5	0	0	14,397	14,392	206	0	0	14,598
Communication and information technolog	40,177	5	0	0	40,182	40,177	572	60,000	0	100,749
Legal reserve	40,452	5	0	0	40,457	40,452	576	0	0	41,028
Land development reserve	72,846	5	0	(62,157)	10,694	72,846	1,038	0	0	73,884
Infrastructure reserve	285,471	15	0	0	285,486	285,471	4,067	0	0	289,538
Building reserve	186,103	20	0	(100,000)	86,123	186,103	2,651	0	0	188,754
Cash in Lieu of POS	0	0	0	0	0	0	898	186,566	0	187,464
	1,331,477	115	0	(573,543)	758,049	1,331,477	19,866	246,566	0	1,597,909

KEY INFORMATION

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.
Communication and information technologies 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.
Cash in Lieu of Public Open Space	To be used to set aside funds received from developers in lieu of land. The funds are to be used to purchase land open spaces including parks, recreation grounds and general spaces.

SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Capital acquisitions				
Land and buildings	3,080,012	3,080,012	102,486	(2,977,526)
Plant and equipment	874,000	874,000	864,883	(9,117)
Acquisition of property, plant and equipment	3,954,012	3,954,012	967,369	(2,986,643)
Infrastructure - roads	1,175,122	1,175,122	1,477,321	302,199
Acquisition of infrastructure	1,175,122	1,175,122	1,477,321	302,199
Total capital acquisitions	5,129,134	5,129,133	2,444,690	(2,684,443)
Capital Acquisitions Funded By:				
Capital grants and contributions	3,372,849	3,372,849	1,527,329	(1,845,520)
Borrowings	1,277,024	1,277,024	677,024	(600,000)
Other (disposals & C/Fwd)	163,000	163,000	157,329	(5,671)
Reserve accounts				
Plant and light vehicle reserve	154,104	0	0	0
Land development reserve	62,157	0	0	0
Building reserve	100,000	0	0	0
Contribution - operations	0	316,260	83,008	(233,252)
Capital funding total	5,129,134	5,129,133	2,444,690	(2,684,443)

SIGNIFICANT ACCOUNTING POLICIES

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

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

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

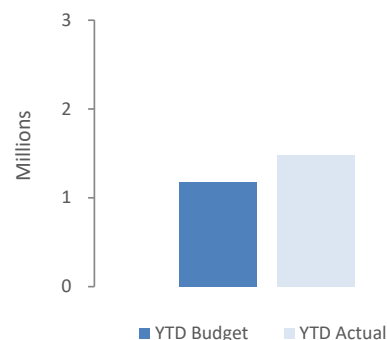
Initial recognition and measurement for assets held at cost

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

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

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

Payments for Capital Acquisitions



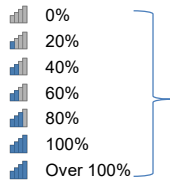
SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



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

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

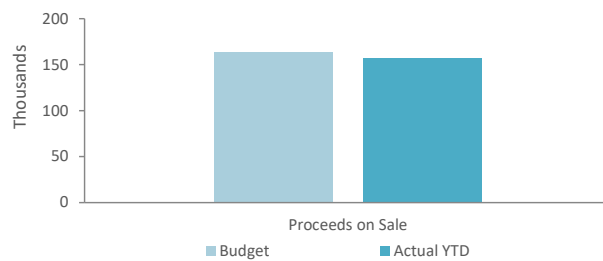
Job#	Account Description	Amended		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
	Council Chamber Improvements (NCA)	10,000	10,000	8,947	(1,053)
	Plant & Equipment Purchases (NCA)	30,000	30,000	30,482	482
	Land Development (NCA)	306,463	306,463	0	(306,463)
1037	Yuna Golf Club	15,000	15,000	7,470	(7,530)
1066	Nanson Showgrounds Capital	88,112	88,112	21,111	(67,001)
1077	Dump Point Yuna Hall	10,000	10,000	0	(10,000)
1081	Disaster Recovery Centre Nabawa	2,000,000	2,000,000	22,297	(1,977,703)
1079	Lrcip Phase 3 (B)	365,437	365,437	23,575	(341,862)
1067	Nabawa Townsite Electronic Display Sign	0	0	5,103	5,103
	Depot Construction (NCA)	285,000	285,000	19,086	(265,914)
	Plant & Equipment Purchases (NCA)	819,000	819,000	810,003	(8,997)
1074	Coronation Beach Fixed Electronic Display Sign	15,000	15,000	9,797	(5,203)
1174	Coronation Beach Campgrounds Ticket Machine	10,000	10,000	9,498	(502)
	Capital Roadworks Program Purchases (Incl Grant Funded Jobs) (NCA)	1,175,122	1,175,122	1,477,321	302,199
		5,129,134	5,129,133	2,444,690	(2,684,443)

**SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
	P26 Caterpillar 950H Wheel Loader	80,000	100,000	20,000	0	12,000	90,000	78,000	0
	P35 Caterpillar Primemover	47,000	40,000	0	(7,000)	4,500	40,909	36,409	0
	P55 Mitsubishi Triton	20,000	13,000	0	(7,000)	2,100	8,182	6,082	0
	P61 Toyota Hilux	16,000	10,000	0	(6,000)	0	0	0	0
	P65 Ford Ranger XLT	0	0	0	0	4,000	18,238	14,238	0
		163,000	163,000	20,000	(20,000)	22,600	157,329	134,729	0



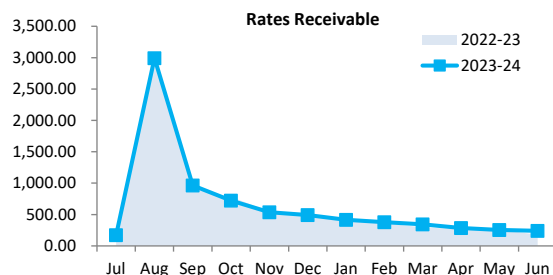
SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 June 2023	30 Jun 2024
	\$	\$
Opening arrears previous years	97,209	179,273
Levied this year	3,051,734	3,181,495
Less - collections to date	(2,969,670)	(3,120,791)
Gross rates collectable	179,273	239,977
Net rates collectable	179,273	239,977
% Collected	94.3%	92.9%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(369)	5,228	0	0	0	4,859
Percentage	(7.6%)	107.6%	0.0%	0.0%	0.0%	

Balance per trial balance

Trade receivables						4,859
GST receivable						122,713
Total receivables general outstanding						127,572

Amounts shown above include GST (where applicable)

KEY INFORMATION

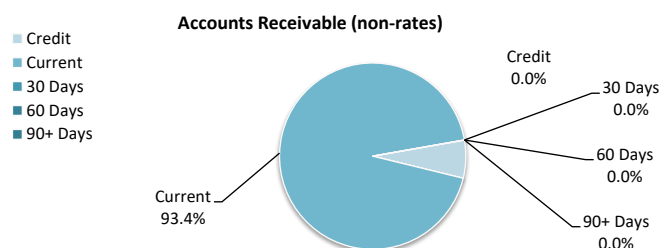
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



**SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 June 2024
	\$	\$	\$	\$
Other current assets				
Inventory				
Inventories - Diesel Fuel	5,931	0	(3,512)	2,419
Other assets				
Prepayments	10,908	30,900	(41,808)	0
Total other current assets	16,839	30,900	(45,320)	2,419
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.

**SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024**

OPERATING ACTIVITIES

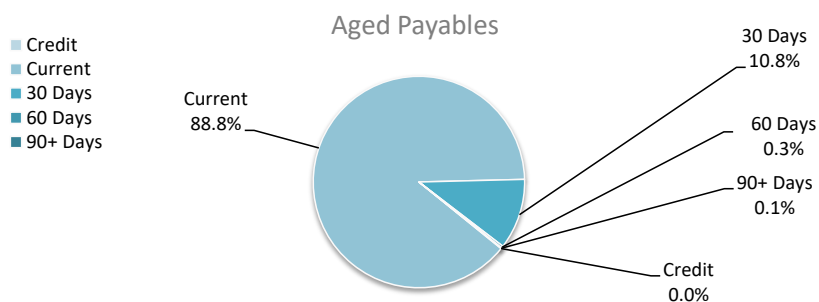
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	422,596	51,402	1,501	568	476,067
Percentage	0.0%	88.8%	10.8%	0.3%	0.1%	
Balance per trial balance						
Sundry creditors						476,067
ATO liabilities						82,383
Receipts in advance						61,900
Bonds and deposits						95,203
Total payables general outstanding						715,553

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.



SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

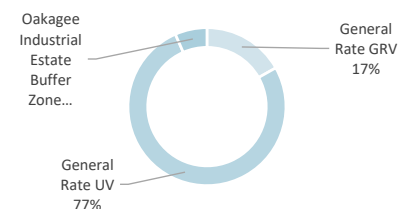
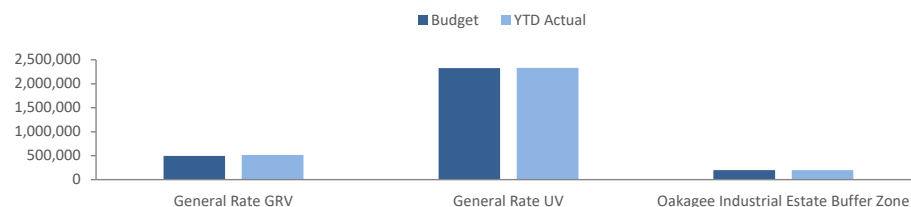
10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
General Rate GRV	0.099526	298	4,974,684	495,110	0	495,110	495,110	17,538	512,648
Unimproved value									
General Rate UV	0.007847	452	296,543,000	2,326,973	0	2,326,973	2,326,463	6,645	2,333,108
Oakagee Industrial Estate Buffer Zone	0.014801	2	13,474,000	199,429	0	199,429	199,429	0	199,429
Sub-Total		752	314,991,684	3,021,512	0	3,021,512	3,021,002	24,183	3,045,185
Minimum payment									
Minimum Payment \$									
Gross rental value									
General Rate GRV	725	175		126,788	0	126,788	126,788	0	126,788
Unimproved value									
General Rate UV	414	23		9,936	0	9,936	9,522	0	9,522
Sub-total		198	0	136,724	0	136,724	136,310	0	136,310
Total general rates						3,158,236			3,181,495
Total						3,158,236			3,181,495

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Depot Building	99	0	267,024	267,024	0	0	267,024	267,024	0	0
Road Plant Capex	100	0	410,000	410,000	0	(31,000)	410,000	379,000	0	(6,900)
Disaster Recovery Centre	101	0	0	600,000	0	0	0	600,000	0	0
Total		0	677,024	1,277,024	0	(31,000)	677,024	1,246,024	0	(6,900)
Current borrowings		0					0			
Non-current borrowings		0					677,024			

All debenture repayments were financed by general purpose revenue.

New borrowings 2023-24

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	267,024	267,024	WATC	Fixed Rate	10	53,131	4.05	267,024	267,024	0
Road Plant Capex - Loan 100	410,000	410,000	WATC	Fixed Rate	5	47,036	4.05	410,000	410,000	0
Disaster Recovery Centre - Loan 101	0	600,000	WATC	Fixed Rate	30	206,464	4.05	0	600,000	0
	677,024	1,277,024				306,631		677,024	1,277,024	0

KEY INFORMATION

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

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

SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

FINANCING ACTIVITIES

12 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2023	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Nabawa Fuel Station	LE01	42,609	0	0	(8,087)	(7,886)	34,522	34,723	(1,003)	(1,206)
Total		42,609	0	0	(8,087)	(7,886)	34,522	34,723	(1,003)	(1,206)
Current lease liabilities		8,087					8,087			
Non-current lease liabilities		34,521					34,521			
		42,608					42,608			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

13 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 June 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		0	0	2,477,329	(1,527,329)	950,000
Grant/contributions liabilities		0	0	200,000	0	200,000
Total other liabilities		0	0	2,677,329	(1,527,329)	1,150,000
Employee Related Provisions						
Provision for annual leave		270,457	0	0	0	270,457
Provision for long service leave		226,885	0	0	0	226,885
Total Provisions		497,342	0	0	0	497,342
Total other current liabilities		497,342	0	2,677,329	(1,527,329)	1,647,342

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

OPERATING ACTIVITIES

14 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2023		(As revenue)	30 Jun 2024	30 Jun 2024			
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Financial Assistance Grants (Local Roads Funding)	0	656,808	(656,808)	0	0	31,111	31,111	656,808
Financial Assistance Grants (General Purpose)	0	387,921	(387,921)	0	0	26,817	26,817	387,921
DFES Grant Income	0	41,380	(41,380)	0	0	23,500	23,500	41,380
Trainee Ranger Grant Income	0	38,000	(38,000)	0	0	38,000	38,000	38,000
DFES Community Benefit Fund	0	200,000	0	200,000	200,000	200,000	200,000	0
Backroads Gravel Event	0	50,000	(50,000)	0	0	50,000	50,000	50,000
Tourism WA Regional Event Scheme	0	0	0	0	0	15,000	15,000	0
LRCIP Phase 3	0	0	0	0	0	180,000	180,000	0
Main Roads WA Direct Grant	0	162,442	(162,442)	0	0	162,442	162,442	162,442
	0	1,536,551	(1,336,551)	200,000	200,000	726,870	726,870	1,336,551
Contributions								
Long Service Leave Reimbursements	0	39,077	(39,077)	0	0	0	0	39,077
Ex Gratia Rates	0	11,038	(11,038)	0	0	11,000	11,000	11,038
Developer Contributions	0	0	0	0	0	150,357	150,357	0
Expense Reimbursements	0	0	0	0	0	1,500	1,500	0
Contributions Various	0	0	0	0	0	55,000	55,000	0
Insurance Claim Reimbursements - LGIS	0	8,048	(8,048)	0	0	0	0	8,048
Hudson Resources Contribution (Dartmoor Rd)	0	19,255	(19,255)	0	0	12,500	12,500	19,255
Diesel Fuel Rebate	0	48,679	(48,679)	0	0	40,000	40,000	48,679
Insurance Claim Reimbursements - LGIS	0	281,596	(281,596)	0	0	251,000	251,000	281,596
Cash in Lieu of Public Open Space Contributions	0	186,566	(186,566)	0	0	0	0	186,566
	0	594,259	(594,259)	0	0	521,357	521,357	594,259
TOTALS	0	2,130,810	(1,930,810)	200,000	200,000	1,248,227	1,248,227	1,930,810

SHIRE OF CHAPMAN VALLEY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2024

INVESTING ACTIVITIES

15 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Amended	YTD	YTD Revenue
	1 July 2023	Liability	Liability	30 Jun 2024	Liability	Budget	Budget	Actual
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Capital grants and subsidies								
LRCIP Phase 4	0	0	0	0	0	365,437	365,437	0
DFES Disaster Ready Fund	0	450,000	0	450,000	450,000	900,000	900,000	0
Local Government Resilience Fund	0	500,000	0	500,000	500,000	500,000	500,000	0
Stronger Communities Grant	0	20,000	(20,000)	0	0	0	0	20,000
Main Roads WA Regional Road Group Funding	0	1,068,000	(1,068,000)	0	0	1,068,000	1,068,000	1,068,000
Roads to Recovery Funding	0	329,698	(329,698)	0	0	328,620	328,620	329,698
LRCIP Phase 3	0	109,631	(109,631)	0	0	210,792	210,792	109,631
TOTALS	0	2,477,329	(1,527,329)	950,000	950,000	3,372,849	3,372,849	1,527,329

SHIRE OF CHAPMAN VALLEY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 30 JUNE 2024

16 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 2023	Amount Received	Amount Paid	Closing Balance 30 Jun 2024
	\$	\$	\$	\$
Contributions from Sub Divider	150,357	0	(150,357)	0
CTF Levy	1,835	9,494	(8,058)	3,271
Building Commission	1,366	7,418	(6,484)	2,300
Unclaimed Monies	0	237	(237)	0
Nomination Deposits	0	700	0	700
	153,558	17,849	(165,136)	6,271

List of Accounts Paid - June 2024				
Chq/EFT	Date	Name	Description	Amount
BANKFEES	03/06/2024	WESTPAC BANKING CORPORATION	Bank Fees & Charges	-278.82
BANK FEES	03/06/2024	WESTPAC BANKING CORPORATION	Bank Fees & Charges	-24.00
5010	25/06/2024	Petty Cash	Petty Cash Recoup 2023 / 2024: Taxi Fares for Trainee Ranger while on training courses; Purchase of Plants; Purchase of local author's book for Nabawa Library; Donation to CVPS P&C for Mother's Day Function	-343.00
EFT29004	21/06/2024	Australian Taxation Office	BAS MAY'24	-3468.00
EFT29005	21/06/2024	Elgas	Supply and deliver 3x 45kg gas bottles to Nabawa Community Centre; Gas bottle service fee for Yuna Hall	-832.29
EFT29006	21/06/2024	Synergy	Electricity charges	-4037.63
EFT29007	21/06/2024	Telstra Limited	TIMS SMS Messaging	-40.68
EFT29008	21/06/2024	Water Corporation	Water usage and supply charges	-2521.41
EFT29009	21/06/2024	Carly Petersen	REFUND BOND VENUE HIRE PART RETAINED FOR CLEANING SERVICES - BHP CC 24/05/24	-625.00
EFT29010	21/06/2024	Georgia Louise Ellis Johnson	REFUND BOND VENUE HIRE - BHP CC 01/06/24	-700.00
EFT29011	21/06/2024	Susan Annette Delys Sparks	REFUND BOND VENUE HIRE PART RETAINED FOR CLEANING SERVICES - BHP CC 19/05/24	-480.00
EFT29012	21/06/2024	2V.NET IT Solutions	Upgrade ram and hardrive as per quote 15908	-1357.50
EFT29013	21/06/2024	Atom Supply	PPE & Uniforms - Works Crew	-1065.62
EFT29014	21/06/2024	Australia Post	Postage Expenses	-66.01
EFT29015	21/06/2024	BDP Distribution Pty Ltd T/AS Cleanpak Total Solutions	1x Double WC roll dispenser and 7x foil tape for Nabawa Community Centre	-147.17
EFT29016	21/06/2024	Bob Waddell & Associates Pty Ltd	Rates assistance as per email quote attached	-2557.50
EFT29017	21/06/2024	Bridgestone Tyre Centre	P61 - Replace rear tyres and inspect for squealing sound	-734.00
EFT29018	21/06/2024	Bunnings Group Limited	Makita battery charger and Power Bank; Fencing 8x panels for Switchboard & Pump; Zip ties & trailer plug; 1x 4L timber prep for Coronation Beach Campgrounds; 1x 4L paint C/ Creme & equip for Nanson Museum; 1x 9kg gas exchange for Coronation Beach Campgrounds; 1x WC inlet valve, Dis access at Nabawa Community Centre; Swing strap chairs for Yuna Community Park; Sports Ground - Nabawa Oval, Tennis Area & Surrounds Gardeners Mtce - Paint for marking oval; Dolphin Torch and Head Torch for Ranger	-2051.50
EFT29019	21/06/2024	CJD Equipment Pty Ltd	P72; P73 - Parts	-1334.29
EFT29020	21/06/2024	CSB & ME PTY LTD t/as Midwest Mulching Mowing	Mulch Trees on Eliza Shaw Drive Section 1. As per quote 2265.	-8692.20
EFT29021	21/06/2024	Chapman Valley Country Music Festival	Successful application for donation for Chapman Valley Music Festival	-750.00
EFT29022	21/06/2024	Chapman Valley Northampton Cricket Club (CVNCC)	Cricket Pitch Maintenance 2023 / 2024	-8000.00
EFT29023	21/06/2024	Cleanaway Co Pty Ltd (Commercial)	Commercial Waste Clearances	-9245.00
EFT29024	21/06/2024	Cleanaway Co Pty Ltd (Domestic)	Domestic Waste Clearances	-14481.42
EFT29025	21/06/2024	Complete Office Supplies	Office supplies and amenities; Staff amenities works depot	-446.53
EFT29026	21/06/2024	Department Of Fire And Emergency Services	Monthly FESA Levy Return - ESLB 4th Quarter Contribution	-8986.60
EFT29027	21/06/2024	Dianne Raymond	Reimbursement for refreshments for OCM	-52.94
EFT29028	21/06/2024	Erskine Michael Kelly	Reimbursement of: University fees as per CMP-056; P60 - Parts; Office supplies and amenities	-1188.70
EFT29029	21/06/2024	Five Star Business Solutions & Innovation	Printing charges	-601.95
EFT29030	21/06/2024	Fleet Network	Employee Novated Lease Arrangements Pre & Post Tax	-1191.14
EFT29031	21/06/2024	Geraldton Mower & Repair Specialists	P50 - Parts	-425.40
EFT29032	21/06/2024	Glenfield Fresh IGA	Staff amenities and janitorial supplies	-31.80
EFT29033	21/06/2024	Goodyear & Dunlop Tyres (Aust) Pty Ltd	P7724; P7723 - Tyres	-333.38
EFT29034	21/06/2024	Great Northern Rural Services	Nabawa Sports oval - Retic. repair supply; P000 - Parts; RV01 - Star iron pickets	-1369.83
EFT29035	21/06/2024	Independent Rural Pty Ltd	3 x Cat Traps; Noxious Weeds & Pest Expense - Monopoly	-471.78
EFT29036	21/06/2024	Integrated ICT	Managed Service Agreement & Shared Services Agreement; Starlink Data Plan - Monthly Connection; Microsoft 365 Licensing (NCE Annual Commitment); Managed Service Agreement and Management Monitoring Tool; Managed Endpoint Protection, Advanced Email Filtering, System Information & Event Management, Single Sign On Identity Management	-7797.63
EFT29037	21/06/2024	JA Diesel Pty Ltd	P76, P35, P88, P73, P62, P85 - Service & repairs; P75, P88 - Repairs; P85, P86, P63, P7723, P35, P46, P7725, P74 - Service	-5720.00
EFT29038	21/06/2024	LMR Photography	Councillor photography session	-577.50
EFT29039	21/06/2024	Local Government Supervisors Association Of Western Australia Inc.	1 year membership to Local Government Works Association	-100.00
EFT29040	21/06/2024	Logic IT Solutions Pty Ltd	Network Management for CCTV Cameras	-627.00
EFT29041	21/06/2024	M & B Building Products	Stain for timber maintenance at Fig Tree & Coronation Beach ; Oil and prep for timber maintenance at Coronation Beach; Cyclone Rebuild - 2x door closers at Yuna Multipurpose Community Centre	-3377.37
EFT29042	21/06/2024	M2 Technology Group	M2 On Hold Agreement - On Hold and phone system messages	-231.00
EFT29043	21/06/2024	MI Global Construction Pty Ltd	Supply & Install 1 x Modular Transportable Depot Office & Crib Room as per specifications for the tendered price of \$269,771.07 plus GST - Progress Claim 1 as per schedule - Deposit 6.5%	-19288.63
EFT29044	21/06/2024	MOD Designs	Standing order for cleaning various Shire buildings; Provision of Gardening Services at White Peak	-3925.00
EFT29045	21/06/2024	Mach 1 Autoparts & Accessories	P86; P999; P99 - Parts	-632.42
EFT29046	21/06/2024	Max Marine	Coil of rope for Nabawa Oval Parks & Gardens	-424.01
EFT29047	21/06/2024	MaxiPARTS Operations Pty Ltd	P999 - Parts	-624.36
EFT29048	21/06/2024	McIntosh Holdings Pty Ltd t/as Purcher International (W.A.)	P62; P72 - Parts	-2017.08
EFT29049	21/06/2024	Midwest Fire Protection Service- Deltazone	Half Yearly Inspection & Service of Fire Equipment	-1698.40
EFT29050	21/06/2024	Moody L&K PTY LTD T/A Geraldton Lock & Key	1x lock barrel for Yuna Library; P85 - Parts	-107.80
EFT29051	21/06/2024	Nicole Julie Batten	Elected Member Reimbursement of travel for WALGA Community Leadership Training	-402.38
EFT29052	21/06/2024	Node1Internet	Wireless Internet Services at Nabawa Office & Library, Coronation Beach and Yuna Multipurpose Community Centre	-516.95
EFT29053	21/06/2024	Novus	P76 - Repairs	-1343.00
EFT29054	21/06/2024	Patience Sandland Pty Ltd	Cracker dust for path maintenance at Nabawa Cemetery	-120.62
EFT29055	21/06/2024	Pirtek Geraldton	P26 - Parts	-1037.18
EFT29056	21/06/2024	Refuel Australia	Purchase of fuel for Shire Operations	-30901.20
EFT29057	21/06/2024	Reino International Pty Ltd	Ticket Machine Paper for Coronation Beach Campgrounds	-708.95
EFT29058	21/06/2024	Rip-it Security Shredding And Paper Recyclers	Pick up and exchange 240L security shredding bin	-76.00
EFT29059	21/06/2024	Services Australia	Payroll deductions	-214.80
EFT29060	21/06/2024	Shire of Chapman Valley	BOND VENUE HIRE RETAINED FOR CLEANING SERVICES - BHP CC 19/05/24	-50.00
EFT29061	21/06/2024	Shire of Chapman Valley	Plate change - New Mack Truck Primemover - P104 - 1IGK314 to CV04	-31.10
EFT29062	21/06/2024	Shire of Chapman Valley	BOND VENUE HIRE RETAINED FOR CLEANING SERVICES - BHP CC 24/05/24	-75.00
EFT29063	21/06/2024	Team Global Express Pty Ltd	Freight: Books to state library; Council Minutes for binding; Water Samples for testing	-123.26
EFT29064	21/06/2024	The Trustee for KM & GL MAVER TRUST t/as GG Pumps and Electrical	P50 - Replace Pump; 1055 Nabawa Oval - Water Pump	-2754.63

List of Accounts Paid - June 2024				
Chq/EFT	Date	Name	Description	Amount
EFT29065	21/06/2024	The West Australian	Public notice for Notice of Intention to Levy Differential Rates 2024/2025; 9x2 Public notice for the Change of Purpose of Reserve Account	-736.21
EFT29066	21/06/2024	Total Toilets	Purchase of trailer for portable toilet to improve safety in terms of towing and accessing toilet	-2750.00
EFT29067	21/06/2024	Totally Work Wear	PPE & Uniforms - Works Crew	-2706.56
EFT29068	21/06/2024	Truck Centre (WA) Pty Ltd	Purchase of Mack Anthem prime mover as per RFQ 05-2023 Prime Mover (including trade in of P35)	-342606.50
EFT29069	21/06/2024	WA Land Information Authority	Valuation Roll - Country Urban UV Revaluation; GRV Interim Vals Country Full Value Minor Additions Full Value	-278.60
EFT29070	21/06/2024	Western Australian Local Government Association (WALGA)	WALGA Training - Effective Community Leadership	-583.00
EFT29071	21/06/2024	Westrac Pty Ltd	P35; P76; P88 - Parts	-1290.10
EFT29072	21/06/2024	Woodlake Holdings Pty Ltd t/as Geraldton Parts	5lt Jerry Can	-31.29
EFT29073	21/06/2024	Woolworths Group	Meetings and refreshments	-138.00
EFT29074	21/06/2024	Young Motors	P103 - Repairs	-2663.61
EFT29075	27/06/2024	AFGRI	Purchase of budget item RFQ 03-2023-2024 Pit Loader is per tender VP408807 with auto grease option John Deere 724K Wheeled Loader RE: response VPR709100	-357940.00
EFT29076	27/06/2024	Shire of Chapman Valley	P105 - John Deere 724K Loader - Change Plates 1IGY943 to CV04	-31.10
EFT29081	04/06/2024	Westpac Geraldton	Credit Card Transactions - Searange Holdings - Meetings & Refreshments, DFES Meeting restock council chambers fridge; Glenfield IGA - Meetings & Refreshments; Salt Dish - Planning Meeting CEO, President and Deputy President; Tourism Geraldton Mid West - 2024 State Budget Briefing; Mach1 Auto One - P82 - Battery; Sanford Vet Clinic - Vaccination of impounded dog; Card Fees	-696.10
DD18422.1	04/06/2024	Aware Super Pty Ltd	Superannuation contributions and payroll deductions	-8414.39
DD18422.2	04/06/2024	Retirement Portfolio Services	Superannuation contributions and payroll deduction	-69.77
DD18422.3	04/06/2024	Commbank Super Saving Account	Superannuation contributions and payroll deduction	-602.73
DD18422.4	04/06/2024	Mercer Super Trust	Superannuation contributions and payroll deduction	-409.37
DD18422.5	04/06/2024	Wealth Personal Superannuation and Pension Fund	Superannuation contributions and payroll deduction	-596.27
DD18422.6	04/06/2024	Rest Superannuation	Superannuation contributions	-506.45
DD18422.7	04/06/2024	OnePath Custodians Pty Limited	Superannuation contributions	-294.69
DD18422.8	04/06/2024	Hostplus Superannuation	Superannuation contributions	-126.83
DD18422.9	04/06/2024	Prime Super	Superannuation contributions	-577.99
DD18427.1	18/06/2024	Aware Super Pty Ltd	Superannuation contributions and payroll deductions	-8464.91
DD18427.2	18/06/2024	Retirement Portfolio Services	Superannuation contributions and payroll deduction	-348.84
DD18427.3	18/06/2024	Rest Superannuation	Superannuation contributions and payroll deduction	-615.95
DD18427.4	18/06/2024	Commbank Super Saving Account	Superannuation contributions and payroll deduction	-602.73
DD18427.5	18/06/2024	Mercer Super Trust	Superannuation contributions and payroll deduction	-409.37
DD18427.6	18/06/2024	Wealth Personal Superannuation and Pension Fund	Superannuation contributions and payroll deduction	-754.82
DD18427.7	18/06/2024	OnePath Custodians Pty Limited	Superannuation contributions	-305.95
DD18427.8	18/06/2024	Hostplus Superannuation	Superannuation contributions	-100.77
DD18427.9	18/06/2024	Prime Super	Superannuation contributions	-585.85
DD18422.10	04/06/2024	ANZ Smart Choice Super	Superannuation contributions	-323.75
DD18427.10	18/06/2024	ANZ Smart Choice Super	Superannuation contributions	-323.75
EFT29077	28/06/2024	Building and Construction Industry Training Fund	CTF Levies Forwarded	-2695.38
EFT29078	28/06/2024	Department of Mines, Industry Regulation & Safety	Buildings Services Levies Forwarded	-822.59
EFT29079	28/06/2024	Shire of Chapman Valley	Buildings Services Levies and CTF Levies Commissions	-122.25
TOTAL				-\$ 904,962.83

List of Purchasing Card Transactions - June 2024					
Card Type	Cardholder	Date	Name	Description	Amount
Westpac Credit Card	Jamie Criddle	22/04/2024	Salt Dish	Meetings and refreshments - Planning Meeting - CEO, President and Deputy President	\$ 17.40
	Jamie Criddle	22/04/2024	Tourism Geraldton Mid West	2024 State Budget Briefing	\$ 120.00
	Jamie Criddle	24/04/2024	Mach 1 Auto One	P82 - Battery	\$ 299.00
	Jamie Criddle	29/04/2024	Searange Holdings	Meeting & Refreshments - DFES Meeting - restock council chambers fridge	\$ 64.50
	Jamie Criddle	02/05/2024	Glenfield IGA	Meeting & Refreshments - Glenfield IGA - OCM - milk	\$ 8.70
	Jamie Criddle	08/05/2024	Sanford Veterinary Clinic	Vaccination of impounded dog for surrender to rescue group	\$ 150.00
	Jamie Criddle	20/05/2024	Westpac	Card Fees	\$ 18.25
	Simon Lancaster	20/05/2024	Westpac	Card Fees	\$ 18.25
				TOTAL	\$ 696.10
Bunnings Trade Card	Anthony Abbott	11/06/2024	Bunnings	WC gel cleaner for Nabawa Office	\$ 32.75
	Anthony Abbott	13/06/2024	Bunnings	1x 9kg gas exchange, paper towel for Nabawa Depot	\$ 88.50
	Anthony Abbott	21/06/2024	Bunnings	Safety equipment for Nabawa oval	\$ 169.75
	Anthony Abbott	24/06/2024	Bunnings	Swing seats for playground at Yuna Community Park	\$ 240.76
				TOTAL	\$ 531.76
IGA Account Card	Dianne Raymond	24/06/2024	Glenfield IGA	Staff amenities and janitorial supplies incl. milk, disinfectant spray	\$ 20.64
	Dianne Raymond	17/06/2024	Glenfield IGA	Staff amenities and janitorial supplies incl. milk, cheese, paper bag	\$ 31.45
				TOTAL	\$ 52.09

BANK RECONCILIATION - Muni Accounts
As at 30th of June 2024

SYNERGY

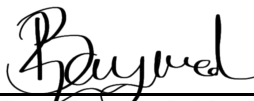
Balance as per Cash at Bank Account GL 160000	1,447,482.63
Balance as per Cash at Bank Account GL 170000	2,675,462.66
Balance as per Interfund Transfer A/c GL 161100	-
Plus Income on Bank Stmt not in ledgers	-
Less Expenditure on Bank Stmt not in ledgers	-
	\$4,122,945.29

BANK

Muni Bank Account (Account No 000040)	1,447,482.72
Investment Account (Account No 305784)	2,675,462.66
	<u>4,122,945.38</u>
Less Outstanding Payments	-
Plus Outstanding Deposits	-
Plus Tfer from Trust to Muni <u>or</u> [Tfer to Trust from Muni]	(0.09)
	\$4,122,945.29

Difference Check 0.00

Completed by:

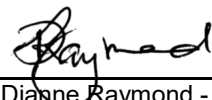


Beau Raymond - Management Accountant

04/07/2024

Date

Reviewed by:



Dianne Raymond - Manager of Finance & Corporate Services

04.07.2024

Date

30 MAY 2024



Corporate Card Statement

SHIRE OF CHAPMAN VALLEY
THE SHIRE CLERK
ADMINISTRATION
C/- POST OFFICE
NABAWA WA 6532

Facility Number
00018023 20000001
Payment Due Date
30 May 2024
Closing Balance
\$696.10
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
22 Apr 2024	20 May 2024	30 May 2024	966.70	696.10	9,303.90

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		
966.70	966.70 -	659.60	0.00	36.50	0.00	696.10	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



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
Simon Lancaster	5163 2531 0083 4453	4,000	3,981.75

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
20 MAY	Interest, Fees & Government Charges CARD FEE	18.25	107020.22
	Sub Total:	18.25	

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		
0.00	0.00 -	0.00	0.00	18.25	0.00	18.25	0.00

I have checked the above details and verify that they are correct.

Cardholder Signature

Date 1/7/24

Transactions examined and approved.

Manager/Supervisor Signature

Date 28/6/2024

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.

Corporate Card Statement

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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	5,322.15

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
03 MAY	Payments AUTOMATIC PAYMENT	966.70-	
	Sub Total:	966.70-	
22 APR	Purchases Salt Dish GERALDTON AUS	17.40 ✓	104620.02
22 APR	FAST FOOD RESTAURANTS Tickets*2024 State BELROSE AUS	120.00 ✓	106320.22
24 APR	CHARITABLE AND SOCIAL SERVIC MACH 1 AUTO PARTS GERALDTON AUS	CVI 299.00 ✓	982/205/705
29 APR	AUTOMOTIVE PARTS, ACCESSORIE SEARANGE HOLDINGS PL GERALDTON AUS	64.50 ✓	104620.02
02 MAY	EATING PLACES, RESTAURANTS IGA GLENFIELD L0496 GLENFIELD AUS	8.70 ✓	104620.02
08 MAY	GROCERY STORES, SUPERMARKETS GERALDTON VETERINARY GERALDTON AUS	150.00 ✓	108420.02
	Sub Total:	659.60	
20 MAY	Interest, Fees & Government Charges CARD FEE	18.25	107020.22
	Sub Total:	18.25	




S000739 / M000254 / 142 / CN1VP4P1

Corporate Card Statement

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		
966.70	966.70 -	659.60	0.00	18.25	0.00	677.85	0.00

I have checked the above details and verify that they are correct.

Cardholder Signature 

Date 28/6/24

Transactions examined and approved.

Manager/Supervisor Signature 

Date 3/7/2024

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.

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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

10.3 Chief Executive Officer

11 Elected Members Motions

<p style="text-align: center;">Local Government Act 1995 SHIRE OF CHAPMAN VALLEY Standing Orders Local Law 2016</p> <p>Part 5 - Business of a meeting</p> <p>5.3 Motions of which previous notice has been given</p> <p>(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.</p> <p>(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.</p> <p>(3) A notice of motion is to relate to the good governance of the district.</p> <p>(4) The CEO -</p> <p>(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;</p> <p>(b) will inform Members on each occasion that a notice has been excluded and the reasons for that exclusion;</p> <p>(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</p> <p>(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.</p> <p>(5) A motion of which notice has been given is to lapse unless:</p> <p>(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</p> <p>(b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.</p> <p>(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.</p>
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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

<p style="text-align: center;">Local Government Act 1995 SHIRE OF CHAPMAN VALLEY Standing Orders Local Law 2016</p> <p>Part 5 - Business of a meeting</p>

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 Announcements by Presiding Member Without Discussion

14 Delegates Reports

To be discussed further

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