SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

April Attachment Booklet

Table of Contents

Attachment	Details
Item 8.1	Ordinary Council Meeting Minutes 26 March 2024
CC01-04/24	Accounts For Payment – March 2024
CC02-04/24	Financial Statements for Period Ending 31 March 2024
CEO01-04/24	Attachment 1 - Updated Policy CP44 Councillor Training and Continuing Professional Development
CEO01-04/24	Attachment 2 – Guidelines 05 – Councillor Training
CEO02-04/24	Attachment 1 – Draft Policy Agenda Forums
CEO02-04/24	Attachment 2 – Draft Agenda Forum Meeting Notes
CEO03-04/24	Attachment 1 – Cost Estimate for Extraordinary Election
CEO03-04/24	Attachment 2 – Timetable for Election
ID01-04/24	Delegated Authority Report (Development) – March 2024
ID02-04/24	Application for Development Approval
IO01-04/24	RFT01-2024 Supply and Lay Asphalt – Request Documents

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

Item 8.1

Unconfirmed OCM Minutes 26 March 2024

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

MINUTES

Ordinary Council Meeting

held on

Tuesday 26 March, 2024

in the

Council Chambers
11-13 Waldeck Street, Dongara

Disclaimer

The Shire of Irwin advises that the purpose of an Ordinary Council Meeting is to discuss and, where possible, make resolutions about items appearing in the agenda. No person should rely or act on the basis of any decision, advice or information provided by a Member or Officer, or on the content of any discussion occurring during the course of the meeting. No person should rely on the decisions made by Council until formal written advice of the Council is received by that person.

The Shire of Irwin expressly disclaims any liability for any loss or damage 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.

Shane Ivers
CHIEF EXECUTIVE OFFICER



Table of Contents

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS 4
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE 4
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE 5
4. DECLARATIONS OF INTEREST 5
5. PUBLIC QUESTION TIME 5
6. APPLICATIONS FOR LEAVE OF ABSENCE 5
7. PETITIONS AND DEPUTATIONS 6
8. CONFIRMATION OF MINUTES 6
   8.1 Minutes of the Ordinary Council Meeting held 27 February 2024 6
   8.2 Minutes of the Special Council Meeting held 19 March 2024 6
9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION 7
11. REPORTS 8
   10.1 Officer Reports 8
      CC01-03/24 Accounts for Payment 8
      CC02-03/24 Monthly Financial Statements for the Period Ended 29 February 2024 10
      CC03-03/24 Budget Review 2023/24 13
      CC04-03/24 Fees and Charges 16
      CEO 01-03/24 Compliance Audit Return (CAR) 2023 19
      ID 01-03/24 Delegated Authority Report – Development, February 2024 22
      ID 02-03/24 Proposed Outbuilding – Lot 780 (No. 52) Seahorse Loop, Port Denison 24
      ID 03-03/24 Reconsideration of Decision – Holiday Accommodation – Lot 502 (No. 3b) Osborne Way, Port Denison 33
      IO01-03/24 RFQ 05-2023 General Waste & Front Lift Services Quotation 37
   10.2 Committee Reports 40
      10.2.1 Audit Committee Meeting 40
      10.2.2 Local Emergency Management Committee (LEMC) Meeting 40
12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 40
13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN 40
14. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION 40
15. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC 41
16. CLOSURE 42

MINUTES

of the

ORDINARY COUNCIL MEETING

Held on

26 March 2024

Commenced at 6.00pm

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President welcomed Councillors, Staff and Members of the Gallery then declared the meeting open at 6.00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members

Councillor M Leonard	President
Councillor B Wyse	Deputy President
Councillor I Scott	
Councillor A J Gillam	
Councillor E Tunbridge	
Councillor P Summers	

Staff

Mr S D Ivers	Chief Executive Officer
Miss P Machaka	Manager Finance
Mr M Connell	Manager Development
Ms S Stubbs	Community Emergency Services Manager
Ms F Boksmati	Acting Manager Community Services
Mr M Jones	Acting Manager Operations
Ms S Mearns	Acting Executive Assistant

Guests

Nil

Apologies

Nil

Approved Leave of Absence

Nil

Gallery

Lauren Palmer
Helen Tunbridge
Ray Cooper
Roy Wolczyk
Kevin Penny

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Question 1: Mr Richard Burt, Chief Executive Officer, Fowler Group of Companies
Why is the Big 4 Port Denison required to pay a higher rent for a much smaller site area compared to the other two parks in Dongara/Denison?

Response: *In essence your query is in relation to the discrepancy between the terms of your lease and those of the other two Shire leased caravan parks.*

It is the Shire's understanding that the current lease from circa 2005 has always had the rental terms (from years 6 to 21) being the greater amount of $20,000 or 6% of the gross sales for the preceding year. This principle of the 'greater amount' is not proposed to be changed with the draft lease that is currently being prepared.

It is acknowledged that these terms do differ from the other two Shire lease caravan parks, however this is in recognition of the unique circumstances of the BIG4 park. As you would be aware the park is located immediately adjacent to the ocean and has, and will continue to be, subject to significant coastal erosion issues. In response to this issue the Shire has expended substantial public monies to construct a rock wall for the benefit of protecting the caravan park.

Over time these protection works will need to be maintained by the Shire at the ratepayer's expense. It is therefore considered appropriate for the Shire to recover, at least a portion of the envisaged funds by applying the rental terms as proposed.

Question 2: Mr Richard Burt, Chief Executive Officer, Fowler Group of Companies
If our company is contributing towards the construction and maintenance of the seawall, why is Item 10.1 (2-4) '*Coastal Hazard Area'* required if our company has previously and continues to contribute towards the seawall's existence?

Response: *The matters contained in Item 10.1 of the draft lease are essential in order to disclose to the Lessee the potential coastal hazard factors that may affect the future use of the site.*

4. DECLARATIONS OF INTEREST

Nil

5. PUBLIC QUESTION TIME

Question 1: Ms Bev Ewen, Osborne Way, Port Denison
Has there been any further information pursuant to the council's decision made on December 11th 2023 that a 1.8 metre fence must be erected along the entirety of the boundary between the properties at 3b and 5 Osborne Way for the owners of 3b to gain permission to establish a short term accommodation business that mitigates privacy and safety risks to young children sleeping in the building at the back of the main house and playing in the yard of no 5 Osborne Way that warrants a change to that decision, and if so, what is the new information?

Response: The matter has been the subject of a review and mediation by the State Administrative Tribunal who have invited Council to reconsider its decision. The additional information that has been provided by the applicant is contained in Attachment 1 of Council item ID03-03/24.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS AND DEPUTATIONS

Nil

8. CONFIRMATION OF MINUTES

8.1 Minutes of the Ordinary Council Meeting held 27 February 2024

The Minutes of the Ordinary Council Meeting held 27 February 2024 have been provided to all Councillors under separate cover.

OFFICER RECOMMENDATION AND COUNCIL DECISION	**010324**
MOVED: Cr Wyse	**SECONDED: Cr Summers**
That Council confirms the Minutes of the Ordinary Council Meeting held 27 February 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

8.2 Minutes of the Special Council Meeting held 19 March 2024

The Minutes of the Special Council Meeting held 19 March 2024 have been provided to all Councillors under separate cover.

OFFICER RECOMMENDATION AND COUNCIL DECISION	**020324**
MOVED: Cr Tunbridge	**SECONDED: Cr Wyse**
That Council confirms the Minutes of the Special Council Meeting held 19 March 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

29 February 2024	Shire President and CEO attended Monthly MWDC Catch Up
1 March 2024	Shire President and CEO attended Infinity Green Presentation
6 March 2024	Manager Development attended SAT Mediation Meeting
12 – 13 March 2024	CEO attended Mid West Development Housing Forum
15 March 2024	CEO attended Regional Road Group – Coastal Sub Group Meeting (Geraldton)
20 March 2024	Shire President conducted a Citizenship Ceremony for Mr Samuel May
20 March 2024	Deputy President, Cr Scott, Cr Summers and CEO attended Audit Committee Meeting
20 March 2024	Shire President and CEO attended MEPAU Monthly Meeting
21 March 2024	Mid West Development Commission visited the Shire – Councillors and CEO in attendance
22 March 2024	Shire President attended in Geraldton a review of regional telecommunications chaired by Alannah McTiernan.
25 March 2024	Cr Gillam and CEO attended the Main Regional Road Group Meeting in Geraldton

11. REPORTS

10.1 Officer Reports

CORPORATE AND COMMUNITY	CC01-03/24
Subject:	**CC01-03/24 Accounts for Payment**
Author:	**S Clarkson, Senior Finance Officer**
Responsible Officer:	**P Machaka, Manager Finance**
File Reference:	**2.00057**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to receive the list of accounts paid under delegated authority during February 2024.

Background:
A list of accounts paid under delegated authority is attached showing all payments made during the month of February 2024.

Officer's Comment:
Nil

Consultation:
Nil

Statutory Environment:
The *Local Government (Financial Management) Regulations 1996* provides as follows:

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared

(a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(3) A list prepared under sub-regulation (1) or (2) is to be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Policy Implications:
Under Delegation CEO101 Council has delegated authority to the Chief Executive Officer to authorise payments from the municipal or trust fund.

Financial/Resource Implications:
Nil

Strategic Implications:
Our Brilliant Future – Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – March 2024
CC01-03/24 Attachment 1 Accounts for Payment – February 2024

OFFICER RECOMMENDATION AND COUNCIL DECISION 030324

MOVED: Cr Gillam **SECONDED: Cr Summers**

That Council, by Simple Majority, receives the Accounts paid during February 2024 as contained in CC01-12/23 Attachment 1 of the Attachment Booklet – March 2024, represented by:

Payment Type/Numbers	Total Amount
EFT 31601 – 31777	$1,142,892.89
Muni Cheques – 32185 – 32188	$51,262.32
Direct Debit – Telstra	$365.08
Direct Debit – WA Treasury Corporation	$20,727.35
Direct Debit – Credit Card	$22,529.80
Direct Debit – N-Able Pty Ltd	$1,088.74
Direct Debit – Australian Phone Company	$225.23
Direct Debit – Insurance Premium Repayments	$54,988.22
Direct Debit – Rental Allowance	$1,800.00
Direct Debit – Superannuation	$54,740.45
Grand Total	$1,350,620.08

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

CORPORATE AND COMMUNITY	CC02-03/24
Subject:	**CC02-03/24 Monthly Financial Statements for the Period Ended 29 February 2024**
Author:	**P Machaka, Manager Finance**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**2.00057**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to consider and receive the Monthly Financial Statements for the period 1 July 2023 to 29 February 2024.

Background:
The Monthly Financial Statements to 29 February 2024 are prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* and includes the following statutory reports:

- Statement of Financial Activity by Nature & Type
- Statement of Financial Position
- Explanation of Material Variances
- Net Current Funding Position

The Statements also include various other financial information not required by legislation, but for Council information.

Officer's Comment:
The financial position to the end of February 2024 is detailed in the attached report and summarised as follows relative to year to date budget expectations:

29/02/2024	YTD Budget	YTD Actual	Variance YTD to Budget
Operating Revenue	8,948,143	8,955,875	0%
Operating Expenditure	(8,726,075)	(10,045,780)	15%
Net Operating	222,068	(1,089,905)	
Non-Operating Revenue	345,872	370,234	7%
Non-Operating Expenditure	(8,726,075)	(10,045,780)	15%
Net Non-Operating	(8,380,203)	(9,675,545)	
Cash at Bank		2,014,194	
Cash at Bank Restricted		704,270	
Reserve Bank		1,649,296	
Total Cash Funds		4,367,760	

The attached statements provide explanatory notes for items greater than 10% or $10,000. This commentary provides Council with an overall understanding of how the financial position is situated in relation to the adopted budget.

Consultation:
Nil

Statutory Environment:
Local Government Act 1995
- *Section 6.4 Financial report*

Local Government (Financial Management) Regulations
- *Section 34 Financial activity statement report provides as follows:*

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
- *(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
- *(b) budget estimates to the end of the month to which the statement relates;*
- *(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- *(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- *(e) the net current assets at the end of the month to which the statement relates.*

(2) Each statement of financial activity is to be accompanied by documents containing -
- *(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
- *(b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and*
- *(c) such other supporting information as is considered relevant by the local government.*

(3) The information in a statement of financial activity may be shown -
- *(a) according to nature and type classification;*
- *(b) by program; or*
- *(c) by business unit.*

(4) A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be -

(a) presented to the council -

(i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or

(ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and

(b) recorded in the minutes of the meeting at which it is presented.

Policy Implications:
Nil

Financial/Resource Implications:
Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – March 2024
CC02-03/24 Attachment Financial Statements for the Period Ended 29 February 2024.

OFFICER RECOMMENDATION AND COUNCIL DECISION	**040324**
MOVED: Cr Wyse	**SECONDED: Cr Tunbridge**
That Council by Simple Majority, receives the Monthly Financial Statements for the period 1 July 2023 to 29 February 2024 as contained in Attachment Booklet – March 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**	
Against: **Nil**	

CORPORATE AND COMMUNITY	CC03-03/24
Subject:	**CC03-03/24 Budget Review 2023/24**
Author:	**Patience Machaka, Manager Finance**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**2.0061**
Voting Requirements:	**Absolute Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
To consider and adopt the annual budget review for the 2023/24 financial year as presented in Attachment Booklet – March 2024.

Background:
Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires Council to conduct a review of its budget between 1 January and the last day of February in each financial year. The Regulation requires that the results be submitted to Council to determine whether to adopt the review and recommendations made. Within 14 days of the review a copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries.

Officer's Comment:
The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards*. Council adopted a 10% and $10,000 variance level for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

- This report provides information by nature and is based on the eight-month period from 1 July 2023 to 29 February 2024.
- The budget review reflects a view of the position of the Shire of Irwin – projected full year income and expenditure against full year original budget.
- The Shire expects to achieve a Surplus of $574 which is on par with the 2023-24 Original Budget Surplus of $549. To achieve this, overspend in some arears will be offset by reduced expenditure in some areas. In addition, the deferment of some grant funded capital works will make municipal funds that were originally allocated available to fund other works.

Attachment 1 is an explanation of identified major expenditure and revenue variations and a review of the capital program – showing all budgeted items and any expected variation to the budget. Projected variations to the original budget include:

Revenue

- Lower Reimbursement Operating Revenue
- An increase in Interest Earnings due to higher cash rate increases.
- Higher Profit on Disposal of Assets as additional assets are expected to be disposed.
- Lower Capital Revenue due to:
    - Lotterywest Foreshore Precinct - $700k -grant did not materialise.
    - Mount Adams Road, Main Roads $300k – grant did not materialise.
    - Water Supply Road, RTR $106k – grant is projected to be less than budget.
    - Point Leander Road $1m – Works deferred.
    - The LRCI – Phase 4 grant funding originally allocated to the Foreshore Precinct project $251k, will be allocated to the Vegetation program project $156k and Mount Horner $95k.

Operating Expenditure

Increase in cost due to:

- Airstrip Emergency repairs $45k
- Enterprise Resource Planning (ERP) System $300k
- Higher Information Technology Costs $78k
- Irwin Arrow Smith Advisory Council $150k (this is offset by contributions from Industry)

Capital Expenditure

Overall, total capital expenditure is projected to be a $2.8m lower. Some projects are forecast to be above budget due to inflationary increases, while some projects are expected to expend less due to deferment of works.

Reduced forecast expenditure include:

- Point Leander Road $989k – deferred works
- Foreshore Precinct $1.4m – deferred works
- Mount Adams $450k – deferred works.
- ERP System $300k - reclassification from capital to operating

Increase in expenditure include:

- Playground Replacement $35k
- Mount Horner $80k – inflationary increases
- Water Supply $130k – Inflationary increases

Reserve movements

- Reserve transfer from the Asset Management Reserve $199k and the Foreshore Reserve $250k, pertaining to the Foreshore projects will not be required to top up funding for these projects, since the Lotterywest grant funding did not materialise.
- The Shire budgeted to transfer proceeds from the disposal of land and building assets into the Asset Management Reserve. Disposal of these land assets will not eventuate in 2023-24 as planned and therefore the transfer to reserve of $2m will not be effected.

Consultation:
Responsible officers have predicted the balances on their activities.

Statutory Environment:
Local Government Act 1995

Local Government (Financial Management) Regulations 1996

33A. Review of budget

(1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must -

(a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

(b) consider the local government's financial position as at the date of the review; and

(c) review the outcomes for the end of that financial year that are forecast in the budget.

(2) The review is to be presented to council by 31 March in that financial year.

(3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts f the review or any recommendations made in the review.*
**Absolute majority required.*

(4) Within 14 days after a Council has made a determination, a copy of the review and determination is to be provided to the Department.

Australian Accounting Standards

Policy Implications:
Nil

Financial/Resource Implications:
The adoption of this budget review will forecast the budget with an estimated surplus of $574. To achieve this, the following reserve transfers are proposed in addition to those already budgeted:

- $199,066 transfer back to the Asset Management Reserve
- $250,000 transfer back to the Port Denison Foreshore Development
- $2,030,677 transfer out of the Asset Management Reserve – Disposal of land and building assets not going ahead as budgeted.

Strategic Implications:
Strategic Community Plan 2021 - 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.3 Adopt and follow better practice processes

Attachments:
Attachment Booklet – March 2024
CC03-03/24 Attachment 1 – Annual Budget Review 2023/24

OFFICER RECOMMENDATION AND COUNCIL DECISION	**050324**

MOVED: Cr Gillam **SECONDED: Cr Summers**

That Council, by Absolute Majority:

a) Adopts the 2023/24 Annual Budget Review presented as Attachment 1 in Attachment Booklet – March 2024;

b) Amends the budget accordingly, by Nature as reflected in the estimated year amount column; and

c) Amends the capital budget as listed in the capital program details.

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

CORPORATE AND COMMUNITY	CC04-03/24
Subject:	**CC04-03/24 Fees and Charges**
Author:	**F Boksmati, Acting Manager Community Services**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00227**
Voting Requirements:	**Absolute Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to consider the addition of the Dongara Denison Drive-in Cinema patron ticketing fees to the adopted 2023/24 Fees and Charges.

Background:
In accordance with section 6.16 of the *Local Government Act 1995:*

(1) *A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed and*

(3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
(a) imposed during a financial year; and
(b) amended from time to time during a financial year.

At the Ordinary Council Meeting held 8 August 2023, Council adopted the 2023/24 Schedule of Fees and Charges. At this time, the Dongara Denison Drive-in Cinema was not operational due to the transition from a third party operator and ongoing equipment failures.

As a re-opening date had not been determined at the time that Council adopted the 2023/24 Schedule of Fees and Charges, the ticketing fees for Drive-in patrons had not been anticipated or included in the document.

Due to community demand, the Shire advanced the Dongara Drive-in's reinstatement as a priority for the December 2023 holiday period and the cinema was reopened under Shire of Irwin operation on 20 December 2023. The Dongara Denison Drive-in Cinema has remained in operation since, with

movies being screened weekly to the public during the Christmas school holiday period through to the upcoming season's end in April 2024.

Officer's Comment:
The reopening of the Dongara Denison Drive-in Cinema hosts a range of benefits for residents, local not-for-profit and sporting groups and is a major drawcard for local tourism. The operation of the Dongara Denison Drive-in Cinema gate is also offered as a fundraising opportunity to local community groups and sporting clubs who rely on the funds to provide essential services in addition to contributing towards community projects.

To ensure the Shire of Irwin can continue the operation of the Dongara Denison Drive-in Cinema whilst sustainably covering operational costs (including labour, sponsorship and costs associated with hiring of the movie, the entrance fee was reviewed and set at Kids 0-3 free, Kids 4-15 $10 and Adults 16+ $15, being an increase of $5 each.

Social media and community feedback were considered and were contributory factors to the Dongara Denison Drive-in Cinema's early reinstatement in the 2023/24 season.

It is recommended that Council approve the addition of the Dongara Denison Drive-in Cinema fees to the 2023/24 Fees and Charges to ensure the Drive-in can remain open until the end of season in April 2024.

Consultation:
Consultation and review by the Community Development Officer and the Manager Community Services has ensured that the entrance fee remained minimal while still ensuring coverage of known associated drive-in operation costs. The set fees proposed are more competitive than other standard cinema fees.

Statutory Environment:
Local Government Act 1995
Part 6, Division 5 – Financing local government activities

6.16. Imposition of fees and charges
(1) A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
** Absolute majority required.*

(2) A fee or charge may be imposed for the following —
(a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
(b) supplying a service or carrying out work at the request of a person;
(c) subject to section 5.94, providing information from local government records;
(d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
(e) supplying goods;
(f) such other service as may be prescribed.
(3) Fees and charges are to be imposed when adopting the annual budget but may be —
(a) imposed during a financial year; and*
(b) amended from time to time during a financial year.*
** Absolute majority required.*

6.19. Local government to give notice of fees and charges
If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –
(a) its intention to do so; and
(b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications:
Nil

Financial/Resource Implications:
Nil

Strategic Implications:
Our Brilliant Future – Strategic Community Plan 2021 – 2031
Strategy 1.1.1 Identify and support services, events and programs for building capacity, social inclusion and wellbeing.
Strategy 4.1.1 Enhance the Shire's profile through marketing initiatives and community engagement.
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles.
Strategy 4.3.2 Adopt and follow better practice processes.

Attachments:
Nil

OFFICER RECOMMENDATION AND COUNCIL DECISION	**060324**

MOVED: Cr Tunbridge **SECONDED: Cr Summers**

That Council, by Absolute Majority;

a) **Approves the amendment of the 2023/24 Schedule of Fees and Charges in accordance with Section 6.16(3) of the *Local Government Act 1995* to advertise:**
Dongara Denison Drive-in entry per child aged 0-3 $0
Dongara Denison Drive-in entry per child aged 4-15 $10
Dongara Denison Drive-in per entry aged 16+ $15
Function & Use of Projector – Price on application

b) **Authorises the Chief Executive Officer advertise the Amendment to the Schedule of Fees and Charges for the 2023/24 financial year in accordance with Section 6.19 of the *Local Government Act 1995.***

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

The Shire President at this point advised those in attendance:

I would like to bring to the attention of the Gallery and Councillors the following matter.

Attachment 1 of this report the Compliance Audit Return (CAR) 2023 was signed on the 18 March 2024.

Please note that in accordance with section 14 (3A) of the Local Government (Audit) Regulations 1996, the Local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

Given that the Compliance Audit Return was signed before it was adopted by Council. The compliance audit return for the period 1 January – 31 December 2023 will be counter signed by myself the Shire President and the Chief Executive Officer. Ensuring that the Shire is compliant with section 14(3) of the Local Government (Audit) Regulations 1996.

OFFICE OF CEO	**CEO01-03/24**
Subject:	**CEO 01-03/24 Compliance Audit Return (CAR) 2023**
Author:	**S Mearns, Acting Executive Assistant** **L Hos, Governance Officer**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00270**
Voting Requirements:	**Absolute Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☒	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to consider and adopt the 2023 Compliance Audit Return as per the *Local Government Act 1995*, Section 7.13 and the *Local Government (Audit) Regulations*, Regulation 14.

Background:
Local governments are required by legislation to complete a statutory compliance return (Compliance Audit Return or CAR) annually and have the return adopted by Council. The return is a checklist of a local government's compliance with the requirements of the Act and its Regulations, concentrating on areas of compliance considered "high risk".

The Audit Committee is required to review the annual CAR and report to Council the results of that review, prior to adoption by Council.

After adoption the return is to be signed by the Shire President and the CEO prior to it being forwarded to the Department of Local Government, Sport and Cultural Industries (DLGSCI) by no later than 31 March 2024.

Officer's Comment:
The Shire of Irwin Audit Committee reviewed the 2023 CAR at a meeting held on 20 March 2024 and resolved to support the responses in the CAR, provided as CEO01-03/24 - Attachment 1 – Compliance Audit Return (CAR) 2023.

The following list provides an outline of the mandatory reporting sections addressed in the 2023 Compliance Audit Return:

Commercial Enterprises by Local Governments
Two business plans were prepared in 2023 and were subsequently presented to Council at the Ordinary Council Meeting held 27 February 2024.

Delegation of Power/Duty
As no delegations to committees were made during 2023, 'Not Applicable' responses were provided.

Disclosure of Interest
During 2023 the Minutes of Meetings recorded the departure and return of persons who disclosed an interest. They did not however record the nature or details of the disclosure (Financial, Proximity or Disclosure). This oversight has been rectified to ensure that disclosures of interest are recorded appropriately in both the Minutes and Declaration of Interest Register.

Three relevant persons did not submit annual returns by the 31 August 2023 as required under s5.76 of the *Local Government (Administration) Regulations 1996*. The relevant authorities were subsequently notified as required.

Disposal of Property
The Shire did not dispose of any property, other than by public auction or tender during 2023, therefore 'Not Applicable' responses were provided.

Elections
The Shire of Irwin held an Ordinary election on 21 October 2023.

As required, an up to date version of the Electoral Gift Register was published on the Shires website with no entries recorded as no electoral gift forms were submitted.

Finance
The Shire complies with all areas relating to the Audit Committee.

Local Government Employees
This section relates to the recruitment of the CEO or designated senior employees. All responses are recorded as 'Not Applicable' as there were no appointments of either a CEO or senior employees during the reporting period.

Official Conduct
The Shire is considered to be compliant with all sections of the Act relating to complaints.

Tenders for Providing Goods and Services
The Shire is considered to be fully compliant in all areas relating to tenders.

Adoption of the CAR is a statutory requirement of Council which could have major compliance implications for the Shire and is therefore considered to have a high-risk rating, however the completion of this return annually helps to ensure that the local government is following sound governance practices and is complying with the relevant Acts and Regulations.

Consultation:
The 2023 CAR was presented to the Shire of Irwin Audit Committee on Wednesday 20 March 2024.

The committee reviewed the return and resolved to support the responses provided.

Statutory Environment:
Local Government Act 1995
- Section 7.13 – Regulations as to audits

Local Government (Audit) Regulations
- Regulation 14 - Compliance audits by local governments

Policy Implications:
Nil

Financial/Resource Implications:
Nil

Strategic Implications:
Strategic Community Plan 2017 – 2027
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.3 Adopt and follow better practice processes.

Attachments:
Attachment Booklet – March 2024
CEO01-03/24 - Attachment 1 – Compliance Audit Return (CAR) 2023

COMMITTEE RECOMMENDATION AND COUNCIL DECISION	**070324**
MOVED: Cr Scott	**SECONDED: Cr Wyse**
That Council by Simple Majority, adopts the Shire of Irwin's Compliance Audit Return for the 2023 calendar year.	
VOTING DETAILS:	**CARRIED: 6/0**
For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**	
Against: **Nil**	

DEVELOPMENT SERVICES	ID01-03/24
Subject:	**ID 01-03/24 Delegated Authority Report – Development, February 2024**
Author:	**M Connell, Manager Development**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00125**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to receive the Delegated Authority Report – Development, February 2024

Background:
Local governments utilise levels of delegated authority to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership, with the organisation focussing on the day-to-day operations of the Shire.

The use of delegated authority means the large volume of routine work can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

Officer's Comment:
This report presents the details of development functions made under delegated authority for the month of February 2024, with 7 building permits and 8 applications for development approval having been issued.

Consultation:
Nil

Statutory Environment:
- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*

Policy Implications:
Nil

Financial/Resource Implications:
Nil

Strategic Implications:
Our Brilliant Future – Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – March 2024
ID01-03/24 Attachment 1: Delegated Authority Report – Development, February 2024

OFFICER RECOMMENDATION AND COUNCIL DECISION	**080324**
MOVED: Cr Wyse	**SECONDED: Cr Summers**
That Council by Simple Majority receives the Delegated Authority Report – Development, February 2024 as contained in ID01-03/24 Attachment 1 of the Attachment Booklet – March 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**
Against:	**Nil**

REGULATORY SERVICES	ID02-03/24
Subject:	**ID 02-03/24 Proposed Outbuilding – Lot 780 (No. 52) Seahorse Loop, Port Denison**
Author:	**M Connell, Manager Development**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**P1318 – A1424**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☐	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☒	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to determine an application for development approval for an 'Outbuilding' on Lot 780 (No. 52) Seahorse Loop, Port Denison.

This report recommends refusal of the application.

Background:
The Shire has received an application for development approval for an 'Outbuilding' on Lot 780 (No. 52) Seahorse Loop, Port Denison.

The site has an obscure pentagon shape and has an area of 1,116m^2. The site has access from, and is located at a bend of Seahorse Loop. A small road closure was approved by Council at its meeting held on 27 February 2024 which will result in the front boundary being 'straightened' and the site eventually increasing in area to 1,159m^2.

The site is currently vacant and generally flat, and construction of a single storey dwelling has commenced. To the north and south are existing residences and to the rear the land is vacant.

The site is located in the established southern part of Port Denison which is characterised by single dwellings with outbuildings. There are a number of vacant lots and the area is intended for future low density housing.

Proposal

The proposed development comprises a Colorbond trimdeck clad outbuilding with an area of 128m^2 (16m x 8m), with a wall height of 4.2m and a ridge height of 4.9m. The outbuilding is proposed to be located to the rear of the site with a setback 1.5m from the northern (side) boundary and 1m from the and eastern (rear) boundary. It will be located to the northern side of the future dwelling some 22m from Seahorse Loop. There are no details as to the proposed means of access from Seahorse Loop to the outbuilding.

The application is seeking a variation to the setback provisions of the Scheme and maximum standards in the Shire's outbuildings local planning policy as follows:

Development Standard	**Required**	**Proposed**
Rear setback	6m	1m
Side setback	1.7m	1.5m
Size	90m^2 enclosed plus 30m^2 unenclosed	128m^2 enclosed
Wall height	3.6m	4.2m
Total height	4.5m	4.9m

The justification provided by the applicant for the increase in size and height is summarised as follows:

- Want to store a motorhome, trailer, car and trailer with boat each separately in the shed.
- Height of motorhome is 3.7m.
- Insurance company will not insure motorhome unless locked in a shed.

The application for development approval is contained in ID02-03/24 Attachment 1 and includes a photo of the vehicles proposed to be stored and the road closure plan.

The following is an outline of the application.

Applicant / Owner	Midwest Sheds and Garages / D & R Hird
Local Planning Scheme No. 5	'Residential' R12.5 zoning
Use Class and Permissibility	Single House – 'P' use
Structure Plan/Precinct Plan	No
Lot Size	1,116m^2 (existing) 1,159m^2 (proposed with road closure)
Existing Land Use	Vacant
State Heritage Register	No
Local Heritage	No
Bushfire Prone Area	Yes

Location Plan



Officer's Comment:
In considering an application for development approval, cl. 67(2) of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a local government to have due regard to the following matters that are relevant to the application as detailed below.

(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area

The following aims and provisions of the Shire of Irwin Local Planning Scheme No. 5 (LPS5) are relevant to this application:

1.6 The Aims of the Scheme
- *c) to provide for housing choice and variety with a community identity and high levels of amenity;*
- *h) to safeguard and enhance the character and amenity of the built and natural environment of the Scheme area.*

4.2 Objectives of the Zones
4.2.1 Residential Zone
- *a) To ensure that the zone be predominantly residential in use.*

d) To ensure that all residential development within the zone, shall be of a standard that does not adversely affect the overall amenity of other residential development in the zone.

The above matters of character and amenity are detailed further in this report.

4.3 Zoning Table

The application seeks approval for an outbuilding which is a use that is ancillary to a 'Single House' use class. The Zoning Table of LPS5 lists 'Single House' as an 'P' use under the 'Residential' zone which means that the use is permitted providing the use complies with the relevant development standards and the requirements of the Scheme.

5.2 Residential Design Codes

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

5.18 Outbuildings
The local government may approve outbuildings consistent with the following development requirements. Outbuildings that are deemed to conflict or exceed the development requirements require development approval and may be required to be advertised in accordance with Clause 9.4.

Zone	***Development Requirements for Outbuildings***
All relevant zones	*The location, design, external colour and appearance, scale and bulk of the Outbuilding shall not have adverse amenity impacts on adjoining properties or the area when viewed from public roads.*
Residential	*As per the Residential Design Codes.*

The Residential Design Codes (R-Codes) is dealt with further in this report.

(c) any approved State planning policy

State Planning Policy 7.3 Residential Design Codes (R-Codes) apply to all residential development throughout Western Australia.

Where a proposal does not satisfy the deemed-to-comply provisions of the R-Codes and proposes to address a design principle, the decision-maker is required to exercise judgement to determine the proposal. Judgement of merit is exercised only for specific element(s) of a proposal which do not satisfy the relevant deemed-to-comply provision(s).

Outbuildings are defined in the R-Codes as:

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

The relevant objective of the R-Codes is set out in cl. 5.4(c) as follows:

To maintain the amenity of streetscapes and views along the street by ensuring that associated outbuildings and other fixtures attached to buildings do not detract from the streetscape and are not visually intrusive to neighbouring properties or adjoining public spaces.

The applicable design principle as set out in cl. 5.4.3, P3, of the R-Codes is:

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

Clause 2.5 of the R-Codes deals with the exercise of judgement. The relevant parts are as follows:

> *2.5.1 Subject to clauses 2.5.2 and 2.5.3, the decision-maker is to exercise its judgement to consider the merits of proposals having regard to objectives and balancing these with the consideration of design principles provided in the R-Codes Volume 1.*
>
> *The decision-maker, in its assessment of a proposal that addresses the design principle(s), should not apply the corresponding deemed-to-comply provision(s).*
>
> *2.5.2 In making a determination on the suitability of a proposal, the decisionmaker shall exercise its judgement, having regard to the following:*
>
> *(a) any relevant purpose, objectives and provisions of the scheme;*
> *(b) any relevant objectives and provisions of the R-Codes Volume 1;*
> *(c) a provision of a local planning policy adopted by the decision-maker consistent with and pursuant to the R-Codes Volume 1; and*
> *(d) orderly and proper planning.*

The R-Codes are supplemented by 'Explanatory Guidelines' which explain and assist interpretation and application of the R-Codes. The guidelines support relaxed standards for outbuildings. However, there are limits to the relaxation, and the guidelines explain the guiding principle as being

> *'any outbuilding that is to be exempt from the standards of the dwelling should be: relatively small in area; relatively low in height; sited so as to preserve the use and amenity of open space; and setback sufficiently from boundaries'.*

In assessing the application it is important to note that the focus should not be the number of variations sought or the extent to which the variations differ from those set out in the R-Codes (or Council policy), but rather if the development meets the performance criteria and objectives of the R-Codes.

More importantly it is incumbent upon the applicant to demonstrate that the performance criteria have been satisfied and that the proposed development meets the objectives of the R-Codes. The application contains no assessment of the development against the provisions of the R-Codes.

In terms of the applicable design principle as set out in R-Codes ('outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties'), it is noted that within the locality there are some outbuildings that are visible in the streetscape however these are smaller in size to what is proposed. For the most part, outbuildings in the locality are located either completely or partially behind existing dwellings.

Whilst it is acknowledged that the outbuilding would be located at the rear of the lot it is proposed to be to sited to the northern side of the dwelling and therefore will appear visually prominent in the streetscape. Although the application states that '*the owner has plans in place for landscaping and planting of trees*' no further details were provided and there is no other information on how it is proposed to mitigate any visual amenity impacts.

It is considered that the impact of the proposed development on the streetscape would be unacceptable as the development would not be consistent with the siting of other outbuildings in the locality and appear at odds with other development in the streetscape.

(g) any local planning policy for the Scheme area

Clause 7.3.1 of the R-Codes allows local planning policies (among other things) to contain provisions that amend or replace the deemed-to-comply provisions relating to outbuildings and requires that amendments or replacements to the deemed-to-comply provisions are to be consistent with the design principles.

The Shire's 'Outbuildings' local planning policy was approved on 21 September 2023 and sets out acceptable development standards in terms of size and height which when met, do not require development approval as follows:

	Zone	Conditions
1	Residential R10 and higher	a. Individually or collectively does not exceed 90m^2 in area (plus an additional 30m^2 unenclosed lean-to-area) or 15% in aggregate of the site area, whichever is the lesser. b. Maximum 3.6m wall height and maximum 4.5m total height.

The proposed development is seeking approval for:

- 128m^2 area (variation of 38m^2 or 42%)
- 4.2m wall height (variation of 600mm or 17%)
- 4.9m total height (variation of 400mm or 9%)

In addition the policy states that variations to the maximum standards will only be considered in exceptional circumstances and the accumulation of personal items or vehicles is not considered an exceptional circumstance. Exceptional circumstances means circumstances that are, individually or together, uncommon, unusual, special or out of the ordinary.

The justification provided by the applicant centres on the desire to store personal vehicles, being a motorhome (3.7m high) that tows a car on a trailer with a further boat and trailer on top.

In the wider municipality the storage of recreational vehicles, boats, trailers and cars is a regular and common occurrence. It is for this very reason that the outbuildings policy has significantly increased the deemed-to-comply provisions of the R-Codes.

The applicant also purports that insurance for the motorhome will only be given if the vehicle is stored in a lockable garage. Officers have enquired about this aspect and found that insurance can be provided if the vehicle is locked in a garage, or parked behind a lockable gate, or parked in a secured storage yard.

The existence of a policy cannot replace the discretion of the decision-maker in the sense that it is to be inflexibly applied regardless of the merits of the particular case. However, the relevant consideration for Council is why the standards prescribed in the policy should not be applied and why the principles of the policy are not relevant to this particular application.

Based on the information provided by the applicant, there are no sound reasons as to why Council should depart from the provisions of the policy.

It is considered that there are opportunities for the applicant to achieve their objectives through other design measures (such as sliding doors, reducing the floor below natural ground level and a lean-to area) which may meet the performance criteria of the R-Codes.

(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 –
(ii) the character of the locality

The impact of the proposed development on the amenity of the locality is at the heart of the issues with this application. Amenity is defined as '*all of those factors which combine to form the character of an area and include the present and likely future amenity*'.

The locality is characterised by unobtrusive outbuildings located behind existing dwellings. When considering the development of outbuildings in the locality it is noteworthy that there are no other outbuildings of the size proposed, and the vast majority conform to the standards as prescribed in the Shire's outbuildings policy. These established standards inform the reasonable expectations for this type of development in the locality. There is nothing in the planning framework that is likely to change this established character in the foreseeable future and the expected pattern of future development will generally reflect current development in the locality.

Significant departure from the established standards (based on the reasons provided with this particular application) would create an undesirable precedent and be contrary to the safeguarding and enhancement of the character and amenity of the built environment of not only this locality, but the entire Scheme area.

The dwelling when completed will have a total height of around 5m and floor area of 300m^2. The height of the proposed development is 4.9m with an area of 128m^2. The bulk of the outbuilding is not considered to be relatively small in area nor relatively low in height in comparison with the dwelling. The scale of the outbuilding is excessive in relationship to the dwelling and other existing outbuildings making it inconsistent with the character and amenity of the locality.

It has been common practice to allow variations to side and rear setbacks. The variation to the side setback is considered very minor in nature and would have little impact on the amenity of the adjoining neighbour as it would be located in close proximity to an existing outbuilding. The rear setback of 6m for the R12.5 coding is considered excessive in most instances and variations to this requirement are common. As the land to the rear is vacant crown land (and likely to remain as such for some time) there would be no impact.

Conclusion

If the exercise of discretion is to be an orderly and proper one, the planning principles identified as relevant to this application should not be lightly departed from without the demonstration of a sound basis for doing so and which basis has some planning merit.

The Shire has demonstrated a consistent interpretation of the appropriate size for outbuildings and in this instance, the scale and bulk of the outbuilding are excessive in the context of the site and the locality.

Having considered the impact of the proposed development on the character and amenity of the locality it is concluded that the proposed development would be out of harmony with the existing and desired future character of the residential locality.

The application is inconsistent with the requirements of orderly and proper planning, having considered the planning framework applicable to the site.

The *Planning and Development (Local Planning Schemes) Regulations 2015* states that the local government is to be taken to have refused to grant development approval if it has not made a determination within 60 days of acceptance of the application (in this instance being 5 April 2024). Deferring the matter is therefore not recommended.

Consultation:
The application was advertised in accordance with Part 4 of the R-Codes. The adjoining owner to the north and the owner on the opposite side of Seahorse Loop were invited to make comment.

No submissions were received.

Statutory Environment:
In accordance with cl. 68 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* the local government may grant development approval with or without conditions or refuse the application.

Policy Implications:
Nil

Financial/Resource Implications:
Nil, however costs may be imposed on the Shire should the applicant/owner review Council's decision through the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 2.1.1 Continuously improve approval processes.

Attachments:
Attachment Booklet – March 2024
ID02-03/24 Attachment 1: Application for Development Approval

OFFICER RECOMMENDATION AND COUNCIL DECISION 090324

MOVED: Cr Summers **SECONDED: Cr Gillam**

That Council, by Simple Majority refuse the application for development approval for an 'Outbuilding' on Lot 780 (No. 52) Seahorse Loop, Port Denison for the following reasons:

1. **The application is inconsistent with the aims of the Scheme specifically 'to safeguard and enhance the character and amenity of the built and natural environment of the Scheme area'.**
2. **The application is inconsistent with the objectives of the Residential zone specifically 'to ensure that all residential development within the zone, shall be of a standard that does not adversely affect the overall amenity of other residential development in the zone'.**
3. **The application is inconsistent with the relevant objective and applicable design principle of the R-Codes.**
4. **The application is inconsistent with the Shire's outbuildings local planning policy.**
5. **The application is inconsistent with the requirements of orderly and proper planning, having considered the planning framework applicable to the site.**
6. **Approval of this application (based on the justification provided) would set an undesirable precedence for further oversized outbuildings which in time could prove detrimental to the amenity of the locality.**

VOTING DETAILS: CARRIED: 5/1

For: Cr Leonard, Cr Wyse, Cr Tunbridge, Cr Gillam, Cr Summers

Against: Cr Scott

The Shire President asked Councillors if they would like to speak to the item.

Cr Summers declined.

Cr Gillam spoke of his concerns especially in relation to Item 6 relating to setting a precedence if application was approved.

REGULATORY SERVICES	ID03-03/24
Subject:	**ID 03-03/24 Reconsideration of Decision – Holiday Accommodation – Lot 502 (No. 3b) Osborne Way, Port Denison**
Author:	**M Connell, Manager Development**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**P1316 – A2191**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☐	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☒	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to reconsider its decision regarding the approval of the application for development approval for a 'Holiday Accommodation' on Lot 502 (No. 3b) Osborne Way, Port Denison.

Background:
In October 2023 the Shire received an application for development approval for a 'Holiday Accommodation' on Lot 502 (No. 3b) Osborne Way, Port Denison.

Council considered the application at its meeting held on 11 December 2023 (Item ID03-12/23) and resolved to grant development approval subject to seven (7) conditions.

On 4 January 2024 the applicant applied to the State Administrative Tribunal (SAT) for a review of condition No. 6 of the development approval which states:

> 6. *Prior to the commencement of the use or the end of February 2024, whichever is the later, a dividing fence on the boundary at 1.8m high is to be installed between Lots 501 and 502 Osborne Way, Port Denison.*

On 9 February 2024 the SAT held a Directions Hearing to establish how the matter will be dealt with and subsequently made orders that the matter be referred to mediation.

Mediation occurred on 6 March 2024 with Officers remotely in attendance. The outcome of the mediation required the applicant to provide additional information for the purpose of reconsideration and for Council to reconsider its decisions with regard to condition No. 6.

The additional information provided by the applicant is contained in ID03-03/24 Attachment 1 which includes a proposed fence plan and site photos taken by Officers on 21 February 2024.

Proposal

The applicant is seeking to construct a 1.8m high dividing fence only on that 23m portion of the boundary as indicated on fence plan. The front section of the boundary has an existing 1.3m high masonry wall and the rear section of the boundary has an existing steep slope that acts as a physical barrier between the neighbouring property.

It is anticipated that the fence will be constructed by the end of June 2024.

Location Plan



Officer's Comment:
The proposal by the applicant is consistent with the original recommendation from Officers in the agenda for the Council meeting held on 11 December 2023.

The existing front masonry section of the fence is sufficient and in any event the holiday accommodation unit is to the rear of the site.

The steepness of the rear portion of the site is such that it would provide an effective barrier to persons moving between the lots.

The 90 day construction period is seen as reasonable given the current constraints faced in the building industry.

The SAT orders are that the Shire is invited to reconsider its decision on or before 5 April 2024 and deferring the matter is therefore not recommend.

Consultation:
The original application was publicly advertised and the owner of the neighbouring Lot 501 objected to the application and specifically asked Council at the meeting held on 11 December 2023 to condition that a dividing fence at a height of 1.8 metres be installed along the entire boundary joining Lots 501 and 502 Osborne Way.

Officers advised the neighbour on 12 February 2024 that the applicant had chosen to have the Council decision regarding the fencing condition reviewed by SAT, and that they were free to lodge an application to be party to the deliberations. The SAT was not aware of any such application being made.

Statutory Environment:
SAT's functions and powers are established by the *State Administrative Tribunal Act 2004*. Under section 31 the Tribunal may invite the Shire to reconsider its decision as follows:

31. Tribunal may invite decision-maker to reconsider decision
(1) At any stage of a proceeding for the review of a reviewable decision, the Tribunal may invite the decision-maker to reconsider the decision.
(2) Upon being invited by the Tribunal to reconsider the reviewable decision, the decision-maker may –
(a) affirm the decision; or
(b) vary the decision; or
(c) set aside the decision and substitute its new decision.

Policy Implications:
Nil

Financial/Resource Implications:
Nil, however costs may be imposed on the Shire through the State Administrative Tribunal process should the applicant/owner not accept Council's reviewed decision.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031.
Strategy 2.1.1 Continuously improve approval processes.

Attachments:
Attachment Booklet – March 2024
ID03-03/24 Attachment 1: Additional Information

OFFICER RECOMMENDATION AND COUNCIL DECISION	**100324**

MOVED: Cr Wyse **SECONDED: Cr Gillam**

That Council, in respect to the State Administrative Tribunal matter number DR 15/2024, reconsider its decision of 11 December 2023 regarding the application for development approval for a 'Holiday Accommodation' on Lot 502 (No. 3b) Osborne Way, Port Denison and:

1. **Amend condition No. 6 by substituting it with the following:**

   On or before 1 July 2024, a 1.8m high dividing fence is to be installed between Lots 501 and 502 Osborne Way, Port Denison in the location as depicted on the fence plan contained in ID03-03/24 Attachment 1 of the Attachment Booklet – March 2024 .

2. **Include an Advice Note as follows:**

   The applicant is encouraged to retain as much vegetation as possible on the rear steep portion of Lot 501.

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

INFRASTRUCTURE AND OPERATIONS	IO01-03/24
Subject:	**IO01-03/24 RFQ 05-2023 General Waste & Front Lift Services Quotation**
Author:	**Lynda Anderson, Procurement & Tenders Officer**
Responsible Officer:	**Mark Jones, Acting Manager Operations**
File Reference:	**4.00433**
Voting Requirements:	**Absolute Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
Accept Quotation 05-2023-General Waste & Front Lift Services.

Background:
The Shire of Irwin sought a suitable contractor for the provision of waste services to provide weekly collections for the following services:

- Transfer station waste
- Public Place Front Lift receptacles

The Shire is also hosting the development of a large industrial and resources precinct to the south of Dongara. As a result of this, is expecting significant growth and a corresponding increase in population. RFQ 05-2023 General Waste and Front Lift Services was released via Vendor Panel (VP395026) on 18 December 2023. The request for quotation subsequently closed at 2.00pm (AWST) on Thursday 11 January 2024 at which time two employees undertook the opening of the quotation via Teams. Three (3) submissions were received at the close of quotation. Of these, two met the required compliance criteria and were assessed against the qualitative criteria.

An evaluation panel comprising three voting members of staff individually assessed each quotation submission. Evaluation Panel Members formally met, the Procurement & Tenders Officer facilitated the meeting on 09 February 2024. The consensus evaluation involved ranking respondents before pricing was applied to determine the best value for money and most advantageous respondent as recommended in the Evaluation Report provided in Confidential Attachment 1.

Officer's Comment:
The recommended submission from Respondent 1 ranked the highest in the qualitative criteria as set out in the Request for Quotation (RFQ) document. The submission from Respondent 1 also met the requirement for a Local Price Preference detailed in section 1.9 of the RFQ document provided as Attachment (IO01-03/24 Attachment 1: RFQ 05-2023 General Waste & Front Lift Services VP395026).

Confidential attachment 1: RFQ 05-2023 General Waste & Front Lift Services Evaluation Report Contains:

- further details regarding the compliance and qualitative criteria for all quotations submitted; and
- evaluation final scores and rankings.

Consultation:
Nil

Statutory Environment:
s.3.57 of the Local Government Act 1995
Part 4 of the Local Government (Functions and General) Regulations 1996

Policy Implications:
CP 20 Purchasing
CP01 – Localised Purchasing (Regional Price Preference)

Financial/Resource Implications:
Reducing costs by engaging a new contractor.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031

Attachments:
Attachment Booklet – March 2024
IO01-03/24 Attachment 1: RFQ 05-2023 General Waste & Front Lift Services (VP395026)

Confidential Attachment Booklet – March 2024
IO01-03/24 Confidential Attachment 1: RFQ 05-2023 General Waste & Front Lift Services Evaluation Report

OFFICER RECOMMENDATION AND COUNCIL DECISION	**110324**

MOVED: Cr Tunbridge **SECONDED: Cr Gillam**

That Council by Absolute Majority:

1. **Accepts the Quotation for RFQ 05-2023 - General Waste and Front Lift Services, received from Respondent 1 as named in the Evaluation Report recommendation detailed in the Confidential Attachment and identified as the most advantageous, to the value of $167,030.60 (inc GST) as per schedule of rates for the first year.**

2. **Delegates authority to the Chief Executive Officer to negotiate minor variations to the contract for Quotation 05-2023 - General Waste and Front Lift Services before and / or after its execution in accordance with Regulations 20 and 21A of the *Local Government (Functions and General) Regulations 1996.***

3. **Authorises the Chief Executive Officer to execute the contract for Quotation 05-2023 General Waste and Front Lift Services and any optional extensions, in accordance with section 9.49A of the *Local Government Act 1995*.**

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

10.2 Committee Reports

10.2.1 Audit Committee Meeting

The Minutes of the Audit Committee Meeting held 20 March 2024 have been provided to Councillors under separate cover.

OFFICER RECOMMENDATION AND COUNCIL DECISION	**120324**
MOVED: Cr Scott	**SECONDED: Cr Wyse**
That Council receives the minutes of the Audit Committee Meeting held 20 March 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For: Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against: Nil	

10.2.2 Local Emergency Management Committee (LEMC) Meeting

The Minutes of the Local Emergency Management Committee (LEMC) Meeting held 21 February 2024 have been provided to Councillors under separate cover.

OFFICER RECOMMENDATION AND COUNCIL DECISION	**130324**
MOVED: Cr Wyse	**SECONDED: Cr Summers**
That Council receives the minutes of the Local Emergency Management Committee (LEMC) Meeting held 21 February 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For: Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers	
Against: Nil	

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

14. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

Nil

15. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

The following matter at CEO02-03/24 will be considered behind closed doors in accordance with Section 5.23(2) (a) and (c) of the Local Government Act 1995 as it relates to the personal affair of a person and a contract that may be entered into.

The Chief Executive Officer, Mr Shane Ivers declared a financial interest in this item and left the meeting.

OFFICER RECOMMENDATION AND COUNCIL DECISION	**140324**

MOVED: Cr Scott **SECONDED: Cr Gillam**

That Council close the meeting to the public at 6.22pm in accordance with section 5.23(2) (a) and (c) of the *Local Government Act 1995.*

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

Shire Staff and Members of the Gallery left the Chambers at 6.22pm.
The Minute Taker remained in the Chambers to record recommendations.

COUNCIL DECISION	**150324**

MOVED: Cr Wyse **SECONDED: Cr Summers**

That Council suspends Clause 10.2 of the Shire of Irwin Meeting Procedures Local Law 2016 at 6.24pm.

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

COUNCIL DECISION	**160324**

MOVED: Cr Wyse **SECONDED: Cr Gillam**

That Council reconvenes Clause 10.2 of the Shire of Irwin Meeting Procedures Local Law 2016 at 6.35pm.

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**

Against: **Nil**

OFFICER RECOMMENDATION AND COUNCIL DECISION	170324
MOVED: Cr Tunbridge	**SECONDED: Cr Scott**
That Council open the meeting to the public at 6.38pm.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**
Against:	**Nil**

The Chief Executive Officer, Shire Staff and Members of the Gallery returned to the Chambers at 6.38pm.

OFFICER RECOMMENDATION AND COUNCIL DECISION	180324
MOVED: Cr Wyse	**SECONDED: Cr Summers**
That Council adopt the recommendation made behind closed doors in relation to Item CEO02-03/24.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Tunbridge, Cr Gillam, Cr Summers**
Against:	**Nil**

16. CLOSURE

There being no further business, the Presiding Member closed the meeting at 6.41pm.

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

CC01-04/24
Attachment 1

Accounts for Payment

Shire of Irwin

List of Accounts paid March 2024 for presentation to the Council Meeting 23 April 2024

MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT31778	08/03/2024	BOB WADDELL & ASSOCIATES PTY LTD - RATES	ASSISTANCE WITH RATING FUNCTIONS	-1,072.50
EFT31779	08/03/2024	BOB WADDELL CONSULTANT	FINANCIAL ASSISTANCE	-247.50
EFT31780	08/03/2024	DATA SIGNS PTY LTD	PORTABLE TRAFFIC LIGHTS TRAILER	-39,264.00
EFT31781	08/03/2024	S STUBBS	REIMBURSEMENT	-385.00
EFT31782	14/03/2024	AUSTRALIA POST	POSTAGE & FREIGHT CHARGES	-1,096.73
EFT31783	14/03/2024	DEPARTMENT OF ENERGY, MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY RECONCILIATION	-3,162.05
EFT31784	14/03/2024	CARL SCUDDER	BUILDING MAINTENANCE REPAIRS	-3,363.50
EFT31785	14/03/2024	CORSIGN WA	SIGNS FOR ROAD MAINTENANCE	-378.40
EFT31786	14/03/2024	ADISYN	REMOTE IT BACKUP SERVICES	-4,545.54
EFT31787	14/03/2024	D KNAPP	REFUND	-60.00
EFT31788	14/03/2024	GALAXY EMBROIDERY & PRINTING	VISITOR CENTRE STOCK	-943.36
EFT31789	14/03/2024	REFUEL AUSTRALIA	BULK DIESEL AND FUEL CARD PURCHASES	-11,943.51
EFT31790	14/03/2024	IRWIN SHIRE - RATES	PAYROLL DEDUCTIONS	-2,598.22
EFT31791	14/03/2024	JOHN MORRIS GROUP	EQUIPMENT FOR COLLECTING WATER SAMPLES	-997.70
EFT31792	14/03/2024	LO-GO APPOINTMENTS	CONTRACT LABOUR HIRE	-7,912.94
EFT31793	14/03/2024	SHIRE OF IRWIN - LOTTO FUND	PAYROLL DEDUCTIONS	-184.50
EFT31794	14/03/2024	MCDONALD WHOLESALERS	REC CENTRE KIOSK SUPPLIES	-396.55
EFT31795	14/03/2024	N SMITH	TRAVEL SUBSIDY FOR RESIDENT ATHLETES	-800.00
EFT31796	14/03/2024	R & J TRUST - PEARCE PAINTING & DECORATING	PAINTING AT UNIT 17 AND GAZEBO AT THE VILLAGE	-13,060.62
EFT31797	14/03/2024	SLATER GARTRELL SPORTS	VOLLEYBALL NETS FOR FORESHORE	-107.80
EFT31798	14/03/2024	SUMMIT FERTILIZERS	BULKA BAGS & TURF MIX	-2,530.00
EFT31799	14/03/2024	SWISS ROSE GARDEN NURSERY	ASSORTED ROSES	-1,549.00
EFT31800	14/03/2024	TUNBRIDGE CONSTRUCTION & MAINTENANCE	REFUND	-1,000.00
EFT31801	14/03/2024	UNIVERSAL PICTURES INTERNATIONAL	FILM RENTAL COST	-720.25
EFT31802	19/03/2024	B WHITEHURST	REIMBURSEMENT	-284.20
EFT31803	19/03/2024	DONGARA BODY BUILDERS	FINAL PAYMENT OF SUPPLY OF 2 SIDE TIPPING TRAILERS AND BOGIE DOLLY AND REPAIRS TO END TIPPER AND LICENCE OF EXCAVATOR	-64,521.50
EFT31804	19/03/2024	G NADARAJAH	REIMBURSEMENT	-150.00
EFT31805	19/03/2024	P MACHAKA	REIMBURSEMENT	-150.00
EFT31806	19/03/2024	Y HALEY	REIMBURSEMENT	-225.50
EFT31807	27/03/2024	6 STAR GROUP YARNDA GANA	SPACERS FOR ILOQ DOOR HANDLES	-414.34
EFT31808	27/03/2024	ABLE SALES PTY LTD	PURCHASE OF GENERATOR	-18,650.00
EFT31809	27/03/2024	AUSSIE NATURAL	ANNUAL COOLER & BOTTLE RACK RENTAL	-157.50
EFT31810	27/03/2024	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT RECOVERY SERVICES	-489.50
EFT31811	27/03/2024	ARBOR LOGIC	INSPECTION & REPORT OF FIG TREES ON MORETON TERRACE	-3,069.00
EFT31812	27/03/2024	AVELING	ORGANISATION TRAINING	-8,085.00
EFT31813	27/03/2024	AVON WASTE	240LT WASTE COLLECTION	-30,406.64
EFT31814	27/03/2024	BABA MARDA ROAD SERVICES	TRAFFIC MANAGEMENT FOR WORKS ON BLENHEIM ROAD AND GENERIC TRAFFIC MANAGEMENT PLAN UPDATE	-1,308.90
EFT31815	27/03/2024	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND RECONCILIATION	-3,984.26
EFT31816	27/03/2024	BLACKWOOD'S	WORKSHOP SUPPLIES	-881.97
EFT31817	27/03/2024	BP ROADHOUSE DONGARA	NEWSPAPERS	-116.20
EFT31818	27/03/2024	BOB WADDELL & ASSOCIATES PTY LTD - RATES	ASSISTANCE WITH RATING FUNCTIONS	-536.25
EFT31819	27/03/2024	CARL SCUDDER	BUILDING MAINTENANCE REPAIRS	-3,508.00
EFT31820	27/03/2024	CORSIGN WA	ROAD SIGNS AND FRAMES	-435.60
EFT31821	27/03/2024	DATA#3 LIMITED	MICROSOFT LICENCES	-8,401.31
EFT31822	27/03/2024	DONGARA FREIGHT	FREIGHT CHARGES	-320.65
EFT31823	27/03/2024	DELTA CLEANING SERVICES	CLEANING CONTRACT	-19,444.92
EFT31824	27/03/2024	LANDGATE - WESTERN AUSTRALIAN LAND	ANNUAL LANDGATE SLIP SUBSCRIPTION RENEWAL	-2,533.00
EFT31825	27/03/2024	DONGARA BOBCAT & CONTRACTING SERVICES	PREPARE GROUNDS FOR RETIC INSTALL AT GRANNIES BEACH, EXCAVATOR FOR GRAVE DIG AND SMOOTH OUT SOUTH BEACH FOR SCHOOL CARNIVAL	-2,904.00
EFT31826	27/03/2024	DONGARA BODY BUILDERS	MONTHLY SERVICE OF HEAVY PLANT & TRAILERS AND REPAIRS TO SIDE TIPPER TRAILER	-2,468.84
EFT31827	27/03/2024	DONGARA BUILDING & TRADE SUPPLIES	PARKS, GARDEN, BUILDING AND ROAD MAINTENANCE SUPPLIES	-1,080.98
EFT31828	27/03/2024	DONGARA DRILLING & ELECTRICAL	ELECTRICAL REPAIRS	-4,936.17
EFT31829	27/03/2024	TYREPOWER DONGARA	REPLACEMENT TYRE ON HINO FIRE TRUCK, TOYOTA LANDCRUISER AND BATTERY FOR GENERATOR TRAILER	-3,786.40
EFT31830	27/03/2024	DONGARA GOLF CLUB INC	SPONSORSHIP - 2024 OPENING DAY	-500.00
EFT31831	27/03/2024	DONGARA MIDWEST WASTE	EMPTYING TRANSFER STATION SEPTIC TANKS	-500.00
EFT31832	27/03/2024	DONGARA HOTEL MOTEL	LAND USE AGREEMENT	-1,041.67
EFT31833	27/03/2024	EVOLVEPLUS PTY LTD	DATA EXTRACTION FOR LIBRARY SYSTEM CHANGEOVER	-3,520.00
EFT31834	27/03/2024	FIRST HEALTH SERVICES	MEDICAL PRACTISE MANAGEMENT SUPPORT - MEDICAL CENTRE	-13,475.00
EFT31835	27/03/2024	FUTURE INSTITUTE OF AUSTRALIA	VIRTUAL INDUCTION TRAINING SESSIONS	-3,520.00
EFT31836	27/03/2024	FIVESTAR BUSINESS SOLUTIONS & INNOVATION	PRINTER CHARGES - ADMIN, LIBRARY & REC CENTRE	-574.73
EFT31837	27/03/2024	FUELFIX PTY LTD	INSPECTION OF DEPOT BOWSER	-1,540.00
EFT31838	27/03/2024	GERALDTON MOWER & REPAIR	PRESSURE WASHER FOR DEPOT	-2,495.00
EFT31839	27/03/2024	CITY OF GREATER GERALDTON	MERU WASTE DISPOSAL CHARGES	-16,618.48
EFT31840	27/03/2024	REFUEL AUSTRALIA	BULK DIESEL FUEL PURCHASE	-17,957.71
EFT31841	27/03/2024	GOVERNMENT FRAMEWORKS.COM INC	IMPLEMENTATION OF PROCESS PRO	-21,349.24
EFT31842	27/03/2024	THINK WATER GERALDTON	PARTS FOR DENISON OVAL TANK	-313.50
EFT31843	27/03/2024	GREAT NORTHERN RURAL SERVICES	CHEMICALS FOR WEED SPRAYING	-3,280.68
EFT31844	27/03/2024	HEAVENLY HECTARES HONEY	VISITOR CENTRE STOCK	-250.00
EFT31845	27/03/2024	IRWIN DISTRICT CHARITY BALL	CASE FUNDING - 2023 IRWIN DISTRICT CHARITY BALL	-2,462.42
EFT31846	27/03/2024	ILLION TENDERLINK	ANNUAL LICENCING FEES	-2,931.50
EFT31847	27/03/2024	INSIDE OUT CLEAN	CLEANING AT A UNIT AT THE VILLAGE	-60.00
EFT31848	27/03/2024	IRWIN SHIRE - RATES	PAYROLL DEDUCTIONS	-1,300.00

Shire of Irwin

List of Accounts paid March 2024 for presentation to the Council Meeting 23 April 2024

MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT31849	27/03/2024	JB HI-FI GROUP PTY LTD	IT EQUIPMENT	-2,548.00
EFT31850	27/03/2024	JOCKS BOBCAT & TRUCK HIRE	PUSH UP GREEN PILE AT TRANSFER STATION	-453.75
EFT31851	27/03/2024	K BOONZAAIER	REIMBURSEMENT	-284.20
EFT31852	27/03/2024	MIDWEST AUTO GROUP	SERVICE OF FORD RANGER	-475.00
EFT31853	27/03/2024	LG BEST PRACTICES	OUTSOURCED PAYROLL FUNCTION	-5,280.00
EFT31854	27/03/2024	DONGARA DENISON LIONS CLUB INC (SOCIAL)	CASE FUNDING - 40TH ANNIVERSARY COMMUNITY EVENT	-5,000.00
EFT31855	27/03/2024	LOCK, STOCK & FARRELL	LOCK SET FOR DEPOT	-415.45
EFT31856	27/03/2024	LO-GO APPOINTMENTS	CONTRACT LABOUR HIRE	-15,532.96
EFT31857	27/03/2024	NODE 1 PTY LTD	NBN FIBRE CONNECTION FEES	-515.95
EFT31858	27/03/2024	SHIRE OF IRWIN - LOTTO FUND	PAYROLL DEDUCTIONS	-85.00
EFT31859	27/03/2024	M2 ON HOLD (A DIVISION OF M2 TECHNOLOGY GROUP PTY LTD)	MESSAGES ON HOLD & PHONE SYSTEM MESSAGES	-462.00
EFT31860	27/03/2024	M PARKER	REFUND	-196.00
EFT31861	27/03/2024	MARSH PTY LTD	REVISION TO EVACUATION DIAGRAMS	-2,612.50
EFT31862	27/03/2024	MARKS WATER TRUCK	FILL TRANSFER STATION WATER TANKS	-209.00
EFT31863	27/03/2024	MCDONALD WHOLESALERS	REC CENTRE KIOSK SUPPLIES	-495.50
EFT31864	27/03/2024	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	-179.85
EFT31865	27/03/2024	MIDWEST MOWERS & SMALL ENGINES	CONSUMABLES FOR PARKS & GARDEN EQUIPMENT	-693.25
EFT31866	27/03/2024	MITCHELL & BROWN	REPLACEMENT DISHWASHER FOR ADMIN BUILDING	-695.00
EFT31867	27/03/2024	MIDWEST POWER SOLUTIONS	INVESTIGATE & REPAIR AIR CONDITIONERS AT RESOURCE CENTRE	-550.00
EFT31868	27/03/2024	MIDWEST SOLAR AND WATER	PLUMBING REPAIRS	-4,444.77
EFT31869	27/03/2024	NESTLE AUSTRALIA LIMITED TRADING AS NESPRESSO AUSTRALIA	COFFEE PODS FOR ADMIN	-444.00
EFT31870	27/03/2024	OFFICEWORKS	WATER COOLER FOR TRANSFER STATION	-196.95
EFT31871	27/03/2024	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	ADVERTISING	-298.53
EFT31872	27/03/2024	LOCAL WORKS	STATIONERY CONSUMABLES	-2,376.00
EFT31873	27/03/2024	P MACHAKA	REIMBURSEMENT	-408.00
EFT31874	27/03/2024	PEAK CONSULTANTS PTY LTD	SITE VISIT FOR UPGRADE REQUIREMENTS TO POWER AT THE VILLAGE	-1,826.00
EFT31875	27/03/2024	PERTH IRRIGATION CENTRE	VARIOUS RETICULATION PARTS	-8,158.45
EFT31876	27/03/2024	PIXIES SCREEN PRINTS	PROTECTIVE CLOTHING	-1,146.75
EFT31877	27/03/2024	ROCKETMAN DISTRIBUTORS PTY LTD	BLANKS FOR BIRD SCARING	-82.50
EFT31878	27/03/2024	S STUBBS	TRAVEL POLICY	-150.00
EFT31879	27/03/2024	SUNSET TAKEAWAY DINER	CATERING	-2,330.50
EFT31880	27/03/2024	ST JOHNS AMBULANCE ASSOCIATION	DEFIBRILLATORS AND CABINET	-6,945.00
EFT31881	27/03/2024	DONGARA IGA	MONTHLY CONSUMABLES	-882.25
EFT31882	27/03/2024	S MEARNS	REIMBURSEMENT	-253.57
EFT31883	27/03/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	-88.69
EFT31884	27/03/2024	TOOL KIT DEPOT	VARIOUS TOOLS	-2,379.03
EFT31885	27/03/2024	CLEANAWAY CO PTY LTD	FRONT LIFT RENTAL AND COLLECTION INCLUDING TRANSFER STATION	-17,605.57
EFT31886	27/03/2024	VANGUARD PRINT	STORAGE AND HANDLING FEE FOR HOLIDAY PLANNERS	-619.98
EFT31887	27/03/2024	VISUAL VITAMINS	HIRE OF PROJECTOR & SCREEN FOR ORGANISATIONAL TRAINING	-550.00
EFT31888	27/03/2024	WA LOCAL GOVERNMENT ASSOCIATION	TRAINING COURSE REGISTRATION FEES	-1,397.00
EFT31889	27/03/2024	WELL DONE INTERNATIONAL	CALL CENTRE CHARGES	-352.99
EFT31890	27/03/2024	SYNERGY	ELECTRICITY CHARGES	-21,247.77
EFT31891	27/03/2024	WESTRAC EQUIPMENT	PARTS AND REPAIRS TO POSI TRACK MULCHER, TELEHANDLER, BOMAG ROLLER, CAT GRADER AND CAT LOADER	-6,728.52
EFT31892	27/03/2024	ON HOLD ON LINE	MESSAGES ON HOLD AND EQUIPMENT COST	-891.00
EFT31893	27/03/2024	WESTLINE CONTRACTING	LARGE SIGN RENEWAL	-5,000.60
EFT31894	27/03/2024	WOODLANDS DISTRIBUTORS AND AGENCIES PTY LTD	DOG WASTE BAGS AND HOLDERS	-2,066.90
EFT31895	27/03/2024	XW ENGINEERING PTY LTD	FABRICATE EXCAVATOR ATTACHMENTS	-2,945.10
32189	14/03/2024	DEPARTMENT OF TRANSPORT	SHIRE OF IRWIN NUMBER PLATES	-200.00
DD22737.1	01/03/2024	TELSTRA AUSTRALIA	VARIOUS MOBILE & DATA CHARGES	-3,488.60
DD22739.1	05/03/2024	TELSTRA AUSTRALIA	SATELLITE PHONE CHARGES	-115.32
DD22749.1	12/03/2024	TELSTRA AUSTRALIA	TELSTRA INTEGRATED MESSAGING	-1,021.94
DD22751.1	26/03/2024	TELSTRA AUSTRALIA	FREE WIFI DATA CHARGES	-90.00
DD22743.1	07/03/2024	WA TREASURY CORPORATION	LOAN 93 - RECREATION CENTRE	-20,727.35
DD22753.1	18/03/2024	WA TREASURY CORPORATION	LOAN 105 - SELF SUPPORTING LOAN	-13,745.16
CR 040324	04/03/2024	NAB BUSINESS VISA	NAB BUSINESS VISA TRANSACTIONS INCLUDING IT HOSTING, SUBSCRIPTION AND EQUIPMENT, ACCOMMODATION, SOFTWARE RENEWAL FOR MEDICAL CENTRE, CAR HIRE, REGISTRATION RENEWAL AND REC CENTRE EXPENSES	-26,998.82
DD22755.1	18/03/2024	N-ABLE PTY LTD	N-ABLE MONTHLY IT CHARGES	-1,079.86
DD22741.1	05/03/2024	AUSTRALIAN PHONE COMPANY PTY LTD	VOIP PHONE CHARGES - MEDICAL CENTRE	-225.23
DD22735.1	01/03/2024	VESTONE CAPITAL PTY LTD	GYM EQUIPMENT RENTAL	-10,554.20
DD22745.1	07/03/2024	S CHIPENDO	RENTAL ALLOWANCE	-900.00
DD22747.1	21/03/2024	S CHIPENDO	RENTAL ALLOWANCE	-900.00
DD22713.1	12/03/2024	ASGARD SUPERANNUATION	SUPERANNUATION	-1,129.87
DD22713.2	12/03/2024	AUSTRALIAN SUPER	SUPERANNUATION	-2,186.00
DD22713.3	12/03/2024	AWARE SUPER PTY LTD	SUPERANNUATION	-19,741.84
DD22713.4	12/03/2024	CBUS SUPER	SUPERANNUATION	-289.86
DD22713.5	12/03/2024	HOSTPLUS	SUPERANNUATION	-1,625.38
DD22713.6	12/03/2024	MERCER	SUPERANNUATION	-565.15
DD22713.7	12/03/2024	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-484.88
DD22717.1	12/03/2024	AUSTRALIAN SUPER	SUPERANNUATION	-82.01
DD22717.2	12/03/2024	AWARE SUPER PTY LTD	SUPERANNUATION	-2.30
DD22717.3	19/03/2024	COLONIAL FIRST STATE FIRST CHOICE SUPER	SUPERANNUATION	-41.40
DD22717.4	12/03/2024	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-4.46
DD22733.1	26/03/2024	ASGARD SUPERANNUATION	SUPERANNUATION	-1,129.87

Shire of Irwin

List of Accounts paid March 2024 for presentation to the Council Meeting 23 April 2024

MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
DD22733.2	26/03/2024	MERCER	SUPERANNUATION	-565.15
DD22733.3	26/03/2024	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-505.84
DD22733.4	26/03/2024	AUSTRALIAN SUPER	SUPERANNUATION	-2,393.63
DD22733.5	26/03/2024	AWARE SUPER PTY LTD	SUPERANNUATION	-19,967.09
DD22733.6	26/03/2024	CBUS SUPER	SUPERANNUATION	-285.35
DD22733.7	26/03/2024	COLONIAL FIRST STATE FIRST CHOICE SUPER	SUPERANNUATION	-180.82
DD22733.8	26/03/2024	HOSTPLUS	SUPERANNUATION	-1,532.71
				-661,391.15

Sundry Creditors as at 31/03/2024 **106,243.75**

The Payments included in the above list of Accounts Paid, have been authorised by the Chief Executive Officer under delegation from Council.

19 April 2024

DATE

Shane Ivers
Chief Executive Officer

Shire of Irwin

Corporate Credit Card Expenditure - Payment Reference CR 040324

S.IVERS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
31/01/2024	Air BNB	Accommodation	$ 1,239.34
31/01/2024	JB Hi-Fi	IT Equipment	$ 1,202.98
02/02/2024	Links Modular	Program - Rec Centre	$ 264.50
07/02/2024	Invarion	Licence	$ 1,098.90
07/02/2024	JAMF Software	Subscription - IT	$ 534.49
08/02/2024	Spotify	Rec Centre Gym Music	$ 12.99
09/02/2024	Tourism Council	Award Nomination Fee	$ 275.00
09/02/2024	Bunnings	Materials for Pound	$ 106.76
16/02/2024	Bob Jane T Mart	Deposit	$ 100.00
16/02/2024	Ad Capital	Flyer Template Setup	$ 771.60
16/02/2024	Attained	IT - Virtual Machine Fees	$ 209.00
21/02/2024	Davis Instruments	Annual Fee -Weather Machines	$ 284.40
22/02/2024	The Perth Mint	Citizenship Coins	$ 25.50
22/02/2024	Bob Jane T Mart	Tyres	$ 2,145.00
23/02/2024	Air BNB	Accommodation	$ 1,411.77
26/02/2024	Terry Truck Rentals	Car Hire - Doctor	$ 1,477.38
28/02/2024	NAB	Card Fee	$ 9.00
			$ 11,168.61

P.BRACEGIRDLE CREDIT CARD EXPENSES

Date	Payee	Description	Amount
19/02/2024	Apple	iCloud Storage Fee	$ 1.49
28/02/2024	NAB	Card Fee	$ 9.00
			$ 10.49

P.MACHAKA CREDIT CARD EXPENSES

Date	Payee	Description	
02/02/2024	GO Fax Pty Ltd	E-Fax Service - Medical Centre	$ 15.00
02/02/2024	JB Hi-Fi	IT Equipment	$ 558.00
02/02/2024	SSL.Com	IT Subscription	$ 473.37
05/02/2024	Moore Australia	Workshop Registrations	$ 2,816.00
05/02/2024	Zoom	IT Subscription	$ 1,346.21
05/02/2024	Amazon Web Services	Web Hosting	$ 806.81
05/02/2024	Auvik Networks	Network Management	$ 540.75
07/02/2024	Department of Transport	Registration Fee	$ 80.15
07/02/2024	Department of Transport	Registration Fee	$ 80.15
07/02/2024	Best Practice Software	Software Medical Centre	$ 3,744.92
09/02/2024	JB Hi-Fi	IT Equipment	$ 2,225.94
09/02/2024	JB Hi-Fi	IT Equipment	$ 1,305.99
12/02/2024	Microsoft	Licence/s	$ 29.59
12/02/2024	Microsoft	Licence/s	$ 22.77
12/02/2024	Microsoft	Licence/s	$ 22.75
12/02/2024	Microsoft	Licence/s	$ 83.05
12/02/2024	Microsoft	Licence/s	$ 1,291.95
12/02/2024	Microsoft	Licence/s	$ 195.06
12/02/2024	Microsoft	Licence/s	$ 172.26
28/02/2024	NAB	Card Fee	$ 9.00
			$ 15,819.72

TOTAL PAYMENT TO CORPORATE CREDIT CARD ACCOUNT $ 26,998.82

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item CC02-04/24 Monthly Financial Report

For period ending 31 March 2024

SHIRE OF IRWIN

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 March 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Key Terms and Descriptions - Nature		2
Statement of Financial Activity by Nature		3
Statement of Financial Position		4
Note 1	Adjusted Net Current Assets	5
Note 3	Receivables	6
Note 5	Payables	7
Note 8	Capital Acquisitions	8
Note 15	Explanation of Material Variances	11

SHIRE OF IRWIN

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 MARCH 2024

NATURE DESCRIPTIONS

REVENUE

RATES
All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL
Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES
Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES
Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS
Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME
Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

EXPENSES

EMPLOYEE COSTS
All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS
All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)
Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE
All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL
Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS
Depreciation expense raised on all classes of assets.

INTEREST EXPENSES
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE
Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF IRWIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2024

BY NATURE

	Note	Adopted Annual Budget	Revised Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		$	$	$	$	$	%		
Opening Funding Surplus (Deficit)	1	973,616	744,915	744,915	**744,915**	0	0%		
Revenue from operating activities									
Rates	6	6,338,638	6,378,690	6,360,850	**6,380,431**	19,581	0%	▲	
Operating Grants, Subsidies and Contributions	12	602,978	633,274	252,817	**233,950**	(18,867)	(7%)	▼	
Fees and Charges		2,541,697	2,601,832	2,199,314	**2,090,494**	(108,820)	(5%)	▼	
Service Charges		0	0	0	**0**	0			
Interest Earnings		211,311	233,838	184,871	**210,834**	25,963	14%	▲	S
Other Revenue		527,100	426,648	181,535	**175,270**	(6,265)	(3%)	▼	S
Profit on Disposal of Assets	7	114,707	159,308	0	**0**	0			
		10,336,431	**10,433,591**	**9,179,387**	**9,090,980**				
Expenditure from operating activities									
Employee Costs		(3,706,031)	(3,619,042)	(2,687,129)	**(3,367,104)**	(679,975)	(25%)	▼	S
Materials and Contracts		(3,689,148)	(4,391,011)	(3,257,017)	**(3,288,762)**	(31,745)	(1%)	▼	
Utility Charges		(501,047)	(472,507)	(361,872)	**(438,619)**	(76,747)	(21%)	▼	
Depreciation on Non-Current Assets		(4,518,458)	(4,527,700)	(3,395,664)	**(3,629,410)**	(233,746)	(7%)	▼	
Interest Expenses		(278,367)	(273,453)	(140,200)	**(143,333)**	(3,133)	(2%)	▼	
Insurance Expenses		(266,279)	(266,279)	(250,618)	**(236,590)**	14,028	6%	▲	
Other Expenditure		(211,016)	(209,016)	(145,601)	**(138,757)**	6,844	5%	▲	
Loss on Disposal of Assets	7	0	(4,200)	(4,200)	**(4,541)**	(341)	(8%)	▼	
		(13,170,345)	**(13,763,208)**	**(10,242,301)**	**(11,247,117)**				
Operating activities excluded from budget									
Add back Depreciation		4,518,458	4,527,700	3,395,664	**3,629,410**	233,746	7%	▲	
Adjust (Profit)/Loss on Asset Disposal	7	(114,707)	(155,108)	4,200	**4,541**	341	(8%)	▲	
Movement in Leave Reserve (Added Back)		4,769	7,210	5,400	**5,730**	330	6%	▲	
Amount attributable to operating activities		**1,574,606**	**1,050,185**	**2,342,350**	**1,483,545**				
Investing activities									
Non-Operating Grants, Subsidies and Contributions	13	7,247,034	5,611,474	365,037	**370,234**	5,197	1%	▲	
Proceeds from Disposal of Assets	7	2,209,126	226,350	0	**4,359**	4,359		▲	
Land Held for Resale	8	0	0	0	**0**	0			
Land and Buildings	8	(382,690)	(344,690)	(21,016)	**(24,681)**	(3,665)	(17%)	▼	
Plant and Equipment	8	(2,017,500)	(1,734,940)	(1,322,161)	**(1,439,907)**	(117,746)	(9%)	▼	
Furniture and Equipment	8	(60,000)	(78,631)	(72,077)	**(73,496)**	(1,419)	(2%)	▼	
Infrastructure Assets - Roads	8	(2,531,040)	(1,394,169)	(770,006)	**(783,189)**	(13,183)	(2%)	▼	
Infrastructure Assets - Other	8	(5,985,564)	(4,665,339)	(523,921)	**(553,650)**	(29,729)	(6%)	▼	
Amount attributable to investing activities		**(1,520,634)**	**(2,379,945)**	**(2,344,143)**	**(2,500,330)**				
Financing Activities									
Proceeds from New Debentures		1,029,000	1,029,000	1,029,000	**1,029,000**	0	0%		
Repayment of Debentures	9	(720,751)	(689,903)	(333,633)	**(331,076)**	2,557	1%	▲	
Repayment of Lease Financing	9	(32,860)	(32,860)	(24,633)	**(31,836)**	(7,203)	(29%)	▼	
Advances to Community Groups		(100,000)	(100,000)	0	**0**	0			
Proceeds from Advances		0	0	0	**0**	0			
Self-Supporting Loan Principal	9	57,539	57,539	18,000	**17,034**	(966)	5%	▼	
Transfer from Restricted Cash - Other		17,285	17,285	0	**0**	0			
Transfer from Reserves	10	799,066	350,000	0	**0**	0			
Transfer to Reserves	10	(2,076,317)	(45,642)	(34,209)	**(54,837)**	(20,628)	(60%)	▲	s
Amount attributable to financing activities		**(1,027,038)**	**585,419**	**654,525**	**628,286**				
Closing Funding Surplus (Deficit)	1	**549**	**574**	**1,397,647**	**356,416**				

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2023/24 year is $10,000 and 10%.

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

SHIRE OF IRWIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 March 2024

	30 June 2023	31-Mar-24
	$	$
CURRENT ASSETS		
Cash and cash equivalents	3,685,139	3,916,300
Trade and other receivables	958,316	974,781
Other financial assets	34,193	17,159
Inventories	32,618	32,618
TOTAL CURRENT ASSETS	4,714,781	4,940,858
NON-CURRENT ASSETS		
Trade and other receivables	43,472	43,472
Other financial assets	315,011	315,011
Property, plant and equipment	41,635,542	42,189,993
Infrastructure	65,760,799	64,472,352
Right-of-use assets	218,795	189,404
TOTAL NON-CURRENT ASSETS	107,973,619	107,210,232
TOTAL ASSETS	112,688,400	112,151,090
CURRENT LIABILITIES		
Trade and other payables	877,137	620,053
Other liabilities	546,405	1,385,992
Lease liabilities	32,860	1,025
Borrowings	576,842	245,766
Employee related provisions	705,081	705,081
TOTAL CURRENT LIABILITIES	2,738,324	2,957,917
NON-CURRENT LIABILITIES		
Lease liabilities	104,720	104,720
Borrowings	4,885,433	5,914,433
Employee related provisions	68,744	68,744
TOTAL NON-CURRENT LIABILITIES	5,058,897	6,087,897
TOTAL LIABILITIES	7,797,221	9,045,813
NET ASSETS	**104,891,179**	**103,105,277**
EQUITY		
Retained surplus	39,650,349	37,809,610
Reserve accounts	1,600,342	1,655,180
Revaluation surplus	63,640,487	63,640,487
TOTAL EQUITY	**104,891,179**	**103,105,277**

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

SHIRE OF IRWIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2024

OPERATING ACTIVITIES
NOTE 1
ADJUSTED NET CURRENT ASSETS

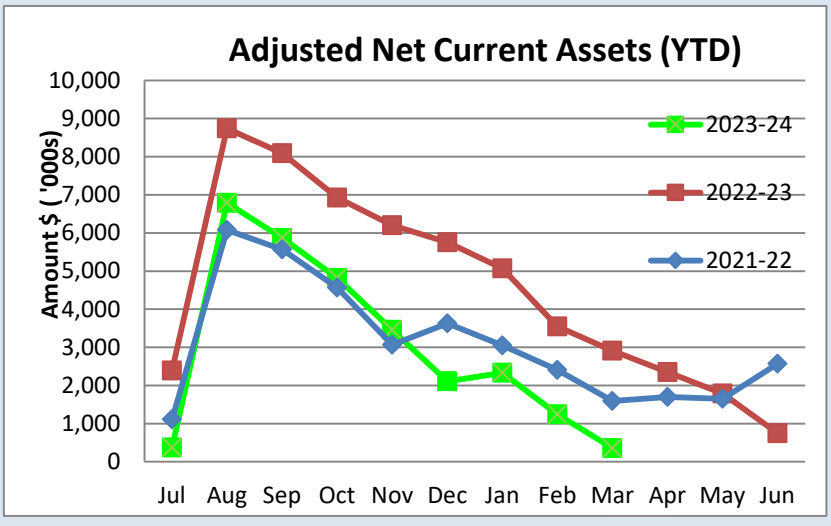
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 31/03/2023	Year to Date Actual 31/03/2024
		$	$	$
Current Assets				
Cash Unrestricted	2	1,474,777	2,664,710	1,556,706
Cash Restricted - Reserves	2	1,600,342	1,423,659	1,655,180
Cash Restricted - General	2	373,935	373,935	373,935
Cash Restricted - Bonds & Deposits	2	236,084	242,014	330,479
Receivables - Rates	3	329,597	730,547	547,898
Receivables - Other	3	667,427	462,147	444,042
Inventories	4	32,618	21,521	32,618
		4,714,781	5,918,535	4,940,858
Less: Current Liabilities				
Payables	5	(641,053)	(194,423)	(289,574)
Contract Liabilities	11	(515,074)	(854,266)	(1,354,661)
Financial Liabilities	5	(31,331)	(31,331)	(31,331)
Bonds & Deposits	14	(236,084)	(242,014)	(330,479)
Loan and Lease Liability	9	(609,702)	(250,846)	(246,791)
Provisions	11	(705,081)	(469,818)	(705,081)
		(2,738,324)	(2,042,697)	(2,957,917)
Less: Cash Reserves	10	(1,600,342)	(1,423,659)	(1,655,180)
Add Back: Component of Leave Liability not Required to be funded		167,227	224,887	172,957
Add Back: Loan and Lease Liability		609,702	250,846	246,791
Less : Loan Receivable - clubs/institutions		(34,193)	(16,910)	(17,159)
Less : Restricted Cash General	15	(373,935)	0	(373,935)
Net Current Funding Position		**744,915**	**2,911,002**	**356,416**

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting polices relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD Surplus(Deficit)
$.36 M

Last Year YTD Surplus(Deficit)
$2.91 M

SHIRE OF IRWIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2024

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Receivables - Rates & Rubbish	30 June 2023	31 Mar 24
	$	$
Opening Arrears Previous Years	365,548	373,069
Levied this year	6,849,083	7,155,946
Less Collections to date	(6,841,562)	(6,937,645)
Equals Current Outstanding	373,069	591,371
Net Rates Collectable	**373,069**	**591,371**
% Collected	94.83%	92.15%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Receivables - General	131,017	3,857	1,109	155,011	290,994
Percentage	45%	1%	0%	53%	
Balance per Trial Balance					
Sundry Debtors					237,105
Receivables - Other					206,937
Total Receivables General Outstanding					**444,042**

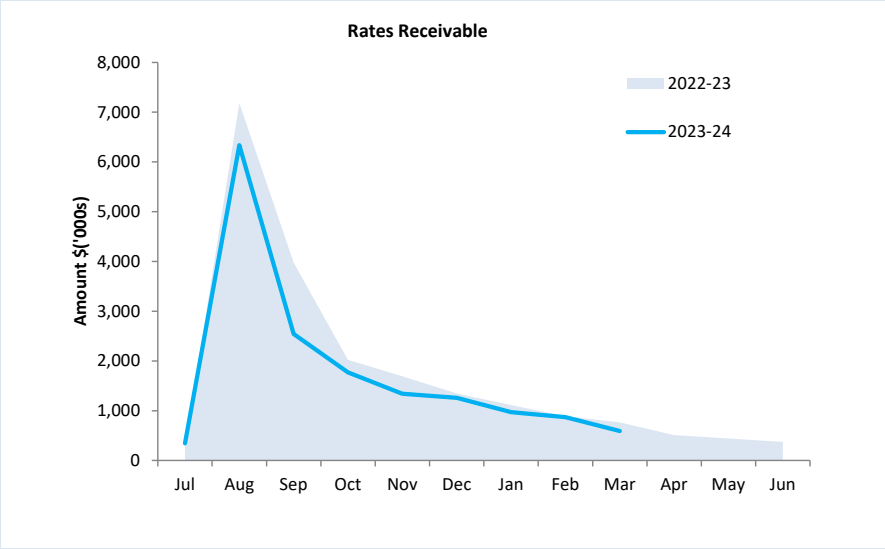
Amounts shown above include GST (where applicable)

KEY INFORMATION

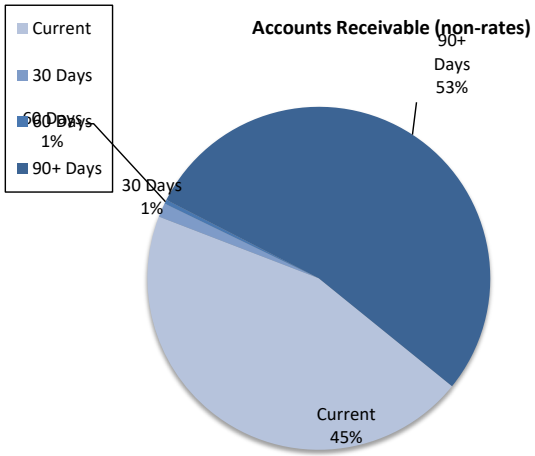
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
92%	$591,371



Debtors Due
$444,042

Over 30 Days
55%

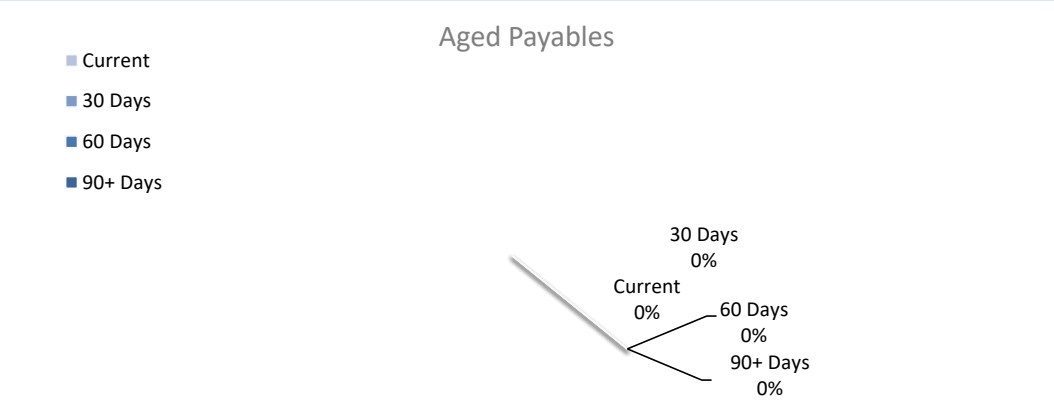
Over 90 Days
53%

SHIRE OF IRWIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2024

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Payables (Sundry Creditors) - General	0	0	0	0	0
Percentage	0%	0%	0%	0%	
Balance per Trial Balance					
Sundry creditors - General					106,244
Other creditors					114,696
ATO liabilities					68,634
Financial liabilities (Developer Contributions)					31,331
Total Payables General Outstanding					**320,905**
Amounts shown above include GST (where applicable)					

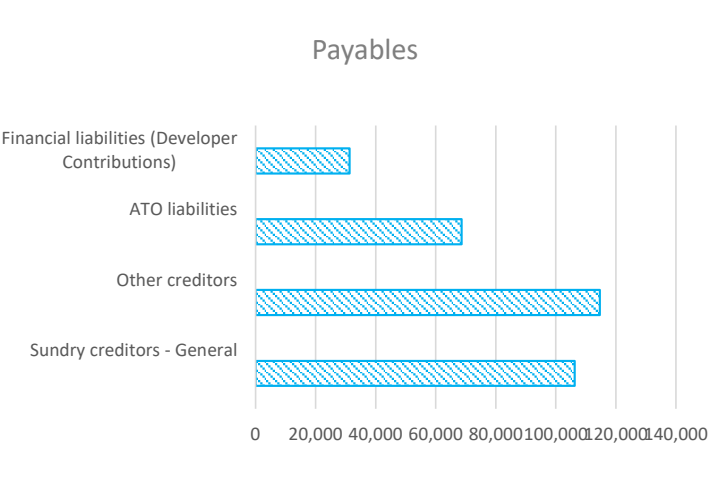
KEY INFORMATION
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

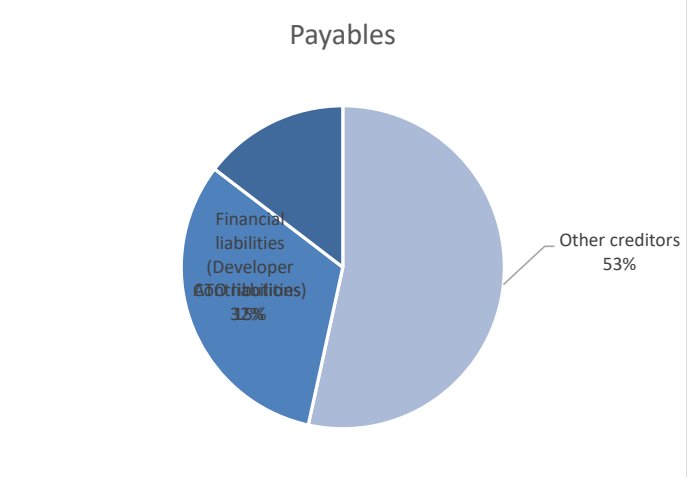


Creditors Due
$320,905

Over 30 Days
0%

Over 90 Days
0%





SHIRE OF IRWIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2024

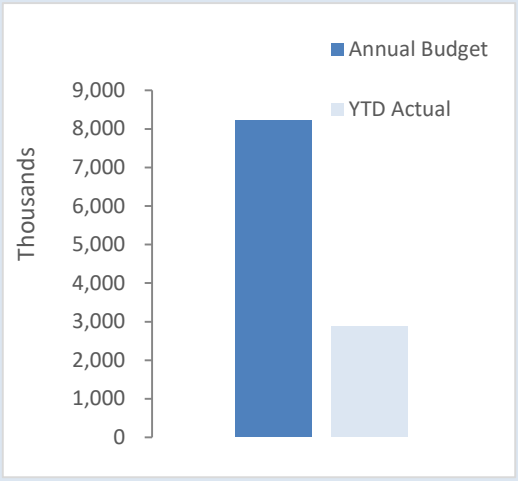
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted Annual Budget	YTD Budget	Amended Annual Budget	YTD Actual Total	YTD Budget Variance
	$	$	$	$	$
Land Held for Resale	0	0	0	**0**	0
Land and Buildings	382,690	21,016	344,690	**24,681**	3,665
Plant and Equipment	2,017,500	1,322,161	1,734,940	**1,439,907**	117,746
Furniture and Equipment	60,000	72,077	78,631	**73,496**	1,419
Infrastructure Assets - Roads	2,531,040	770,006	1,394,169	**783,189**	13,183
Infrastructure Assets - Drainage	0	0	0	**0**	0
Infrastructure Assets - Footpaths	0	0	0	**0**	0
Infrastructure Assets - Public Facilities	0	0	0	**0**	0
Infrastructure Assets - Other	5,985,564	523,921	4,665,339	**553,650**	29,729
Capital Expenditure Totals	10,976,794	2,709,180	8,217,769	**2,874,923**	165,743
Capital acquisitions funded by:					
	$	$	$	$	$
Capital Grants and Contributions	7,247,034	365,037	5,611,474	**370,234**	5,197
Borrowings	1,029,000	1,029,000	1,029,000	**1,029,000**	0
Other (Disposals & C/Fwd)	2,209,126	0	226,350	**4,359**	4,359
Council contribution - Cash Backed Reserves					
Various Reserves		0	0	**0**	0
Council contribution - operations		**1,315,143**	**1,350,945**	**1,471,330**	156,187
Capital Funding Total		**2,709,180**	**8,217,769**	**2,874,923**	**165,743**

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	$8.22 M	$2.87 M	35%

Capital Grant	Annual Budget	YTD Actual	% Received
	$5.61 M	$.37 M	7%

Capital Expenditure Total
Level of Completion Indicators
0%
20%
40%
60%
80%
100%
Over 100%

Percentage YTD Actual to Annual Budget

Expenditure over budget highlighted in red.

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

% of Completion	Assets	Adopted Annual Budget	Amended Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
		$	$	$	$	$
	Recreation And Culture					
1.00	BOWLING CLUB ACCESSIBLE ABLUTIONS RENOVATIONS	(14,690)	(14,690)	(11,016)	(14,691)	(3,675)
0.00	DONGARA PUBLIC TOWN HALL	(240,000)	(240,000)	0	0	0
0.12	IRWIN REC CENTRE ROOF UPGRADE - PARTIALLY GRANT FUNDED	(70,000)	(80,000)	(10,000)	(9,990)	10
1.00	RSL - CAPITAL RENEWAL WORKS	(8,000)	0	0	0	0
0.00	RUSS COTTAGE-ASBOSTOS REMOVAL	(50,000)	(10,000)	0	0	0
	Total - Recreation And Culture	**(382,690)**	**(344,690)**	**(21,016)**	**(24,681)**	**(3,665)**
0.07	**Total - Buildings**	**(382,690)**	**(344,690)**	**(21,016)**	**(24,681)**	**(3,665)**
	Plant & Equipment					
	Fire Prevention					
1.00	NEW CESM VEHICLE	(90,000)	0	0	0	0
0.89	PORTABLE VARIABLE MESSAGE BOARD	(25,000)	(28,000)	(28,000)	(24,880)	3,120
0.53	STATIC VARIABLE MESSAGE BOARD UPGRADES	(30,000)	(30,000)	(16,000)	(16,020)	(20)
0.00	FIREBREAK MANAGEMENT SYSTEM	0	(21,000)	0	0	0
0.00	CESM STORAGE	0	(8,000)	0	0	0
	Total - Fire Prevention	**(145,000)**	**(87,000)**	**(44,000)**	**(40,900)**	**3,100**
	Health					
0.00	DOCTORS VEHICLES	(82,000)	(82,000)	0	0	0
	Total - Health	**(82,000)**	**(82,000)**	**0**	**0**	**0**
	Recreation & Culture					
1.00	TORO Z MASTER MOWER	(37,000)	(37,000)	(27,747)	(37,135)	(9,388)
1.06	OPERATIONAL TOOLS & EQUIPMENT	(6,500)	(6,500)	(4,869)	(6,900)	(2,031)
0.00	GENERATOR - RECREATION CENTRE	(45,000)	(45,000)	0	0	0
0.00	GROUNDMASTER MOWER ENC CAB	(50,000)	(60,140)	(60,140)	0	60,140
	Total - Recreation & Culture	**(138,500)**	**(148,640)**	**(92,756)**	**(44,035)**	**48,721**
	Transport					
1.01	PRIME-MOVER & TWO TIPPERS	(620,000)	(617,200)	(617,200)	(625,852)	(8,652)
0.00	RETICULATION TRAILER FIT OUT	(10,000)	(10,000)	0	(9,890)	(9,890)
0.00	NEW ISUZU FTS 139-260	(110,000)	(126,890)	0	0	0
0.00	NEW SIGN TRAILER	(10,000)	(10,780)	0	(10,778)	(10,778)
0.00	TRUCK	(70,000)	(81,800)	(81,800)	(81,800)	0
0.00	NEW HEAVY DUTY DROP DECK TRAILER	(120,000)	(106,100)	(106,100)	(106,100)	0
1.00	NEW PLANT TRAILER FOR POSI TRACK	(15,000)	(10,120)	(7,587)	(10,123)	(2,536)
1.05	UTE SUP ROADS	(44,000)	(45,370)	(34,020)	(47,476)	(13,456)
1.07	UTE RURAL ROAD - MAINTENANCE	(44,000)	(45,370)	(45,370)	(48,626)	(3,256)
1.00	PROJECTS SUPERVISOR	(44,000)	(45,080)	(45,080)	(45,058)	22
1.05	VEHICLE - PATROL OFFICER	(44,000)	(45,370)	(45,370)	(47,476)	(2,106)
1.00	NEW DEPOT POOL	(44,000)	0	0	0	0
1.00	MANAGER VEHICLE	(44,000)	(54,530)	(54,530)	(54,534)	(4)
1.00	NEW MANAGER VEHICLE	(44,000)	0	0	0	0
0.94	EXCAVATOR AND TRAILER	(30,000)	(30,000)	(22,500)	(28,287)	(5,787)
1.04	OPS MAINTENANCE SUPEVISOR VEHICLE	(44,000)	(45,370)	(45,370)	(47,366)	(1,996)
1.00	EHO VEHICLE	0	(56,320)	(42,237)	(56,318)	(14,081)
	Total - Transport	**(1,337,000)**	**(1,273,980)**	**(1,104,927)**	**(1,219,683)**	**(58,438)**
0.82	**Total - Plant & Equipment**	**(1,702,500)**	**(1,591,620)**	**(1,241,683)**	**(1,304,618)**	**(6,618)**
	Furniture & Equipment					
	Recreation & Culture					
1.00	REC CENTRE CARPET	(25,000)	(26,591)	(26,251)	(26,591)	(340)
	Total - Recreation & Culture	**(25,000)**	**(26,591)**	**(26,251)**	**(26,591)**	**(340)**
	Other Property & Services					
1.00	ERP SYSTEM IMPLEMENTATION	(300,000)	0	0	(75,297)	(75,297)
0.90	INFORMATION TECHNOLOGY HARDWARE >$5K	(35,000)	(50,000)	(45,826)	(44,865)	961
0.00	TOWN MAINTENANCE TRUCK TOOLS & EQUIPMENT	(15,000)	(15,000)	(11,250)	0	11,250
	Total - Other Property & Services	**(350,000)**	**(67,040)**	**(57,076)**	**(122,203)**	**(65,127)**
1.59	**Total - Furniture & Equipment**	**(375,000)**	**(93,631)**	**(83,327)**	**(148,794)**	**(65,467)**
	Roads					
	Housing					
0.22	THE VILLAGE - FOOTPATHS, HANDRAILS, KERBS	(30,150)	(30,150)	(22,611)	(6,600)	16,011

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Expenditure Total
Level of Completion Indicators
0%
20%
40%
60%
80%
100%
Over 100%

Percentage YTD Actual to Annual Budget

Expenditure over budget highlighted in red.

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

% of Completion	Assets	Adopted Annual Budget	Amended Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
		$	$	$	$	$
	Total - Housing	**(30,150)**	**(30,150)**	**(22,611)**	**(6,600)**	**16,011**
	Transport					
0.20	RURAL ROAD SHOULDER RECONSTRUCTION	(148,698)	(187,501)	(64,249)	(38,198)	26,051
0.81	RURAL ROAD RESHEETING	(74,086)	(84,086)	(63,054)	(68,166)	(5,112)
1.00	RRG GRANT - MT ADAMS ROAD - SLK 0.0 - SLK 12.0KM	(449,763)	0	0	(552)	(552)
0.48	MOUNT HORNER WEST ROAD -SLK 0.00 - 0.000 8KM	(182,708)	(262,898)	(121,038)	(125,589)	(4,551)
0.00	PIGGERY LANE -SLK 0.00 - 0.000 4KM	(152,797)	(152,797)	0	0	0
0.04	VEGETATION PROGRAM	(156,750)	(156,750)	0	(5,660)	(5,660)
1.07	RRG GRANT - MOUNT ADAMS ROAD (SLK 12.0 - 22.6)	(27,761)	(65,184)	(57,350)	(69,595)	(12,245)
1.00	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SLK	(463,000)	(10,743)	(9,450)	(10,743)	(1,293)
1.00	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SLK	(347,500)	(4,687)	(4,121)	(4,687)	(566)
1.00	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SLK	(196,500)	(2,756)	(2,421)	(2,756)	(335)
1.00	BLENHEIM ROAD	(85,859)	(85,859)	(75,549)	(85,992)	(10,443)
1.04	R2R - WATER SUPPLY ROAD -SLK 0.00 - 0.000 6KM	(215,468)	(345,845)	(345,845)	(358,603)	(12,758)
	Total - Transport	**(2,500,890)**	**(1,384,662)**	**(747,395)**	**(796,098)**	**(48,704)**
0.57	**Total - Roads**	**(2,531,040)**	**(1,414,812)**	**(770,006)**	**(802,698)**	**(32,693)**
	Infrastructure - Other					
	Housing					
0.50	THE VILLAGE - SOAKWELLS & DOWNPIPES	(10,000)	(10,000)	(7,497)	(5,002)	2,495
0.00	TWO HENRY ROAD - LANDSCAPING	(8,440)	(8,440)	(6,327)	0	6,327
	Total - Housing	**(18,440)**	**(18,440)**	**(13,824)**	**(5,002)**	**8,822**
	Community Amenities					
0.00	TRANSFER STATION CONCRETE BUND FOR OIL TANKS	(34,000)	(34,000)	(34,000)	0	34,000
1.18	TRANSFER STATION CARPARK	(36,560)	(36,560)	(36,560)	(43,084)	(6,524)
	Total - Community Amenities	**(70,560)**	**(70,560)**	**(70,560)**	**(43,084)**	**27,476**
	Recreation And Culture					
1.07	SURF BEACH STABILISATION	(187,551)	(192,503)	(189,644)	(206,587)	(16,943)
1.00	BOAT RAMP DESIGN	(88,876)	(101,197)	(101,197)	(101,197)	0
0.00	DONGARA ENTRY STATEMENTS - BRAND HIGHWAY	(17,300)	(17,300)	(12,969)	0	12,969
1.00	PLAYGROUNDS REPLACEMENT	0	(35,200)	(26,397)	(35,200)	(8,803)
0.00	GRANNY'S BEACH RETICULATION	(5,000)	(5,000)	(3,744)	0	3,744
1.00	FORESHORE PLAYGROUND - CORE PRECINCT	(700,000)	0	0	0	0
1.00	FORESHORE PAVILLION - CORE PRECINCT	(700,000)	0	0	0	0
0.00	GOLF CLUB ENTRY STATEMENT	(8,760)	(8,760)	(6,570)	0	6,570
0.18	TREE PLANTING	(12,000)	(12,000)	(9,000)	(2,175)	6,825
	Total - Recreation And Culture	**(1,719,487)**	**(371,959)**	**(349,521)**	**(345,158)**	**4,362**
	Transport					
0.96	DRAINAGE, KERBING & FOOTPATH RENEWAL	(56,360)	(56,360)	(23,022)	(54,005)	(30,983)
0.24	BLENHEIM ROAD LANDSCAPING	(15,000)	(15,000)	(11,250)	(3,530)	7,720
0.92	SIGNAGE RENEWAL - TOWN & RURAL	(5,000)	(5,000)	(3,744)	(4,622)	(878)
1.00	TECHNICAL STUDIES - INFRASTRUCTURE RENEWAL	(16,000)	(22,660)	0	(22,660)	(22,660)
0.00	MILO CROSSING UPGRADE	(4,000,000)	(4,000,000)	0	0	0
	Total - Transport	**(4,092,360)**	**(4,099,020)**	**(38,016)**	**(84,817)**	**(46,801)**
	Economic Services					
0.61	KAILIS DRIVE ENTRY STATEMENT	(84,717)	(84,717)	(52,000)	(51,259)	741
	Total - Economic Services	**(84,717)**	**(84,717)**	**(52,000)**	**(51,259)**	**741**
0.11	**Total - Infrastructure - Other**	**(5,985,564)**	**(4,644,696)**	**(523,921)**	**(533,007)**	**(9,087)**
0.35	**Grand Total**	**(10,976,794)**	**(8,089,449)**	**(2,639,952)**	**(2,813,799)**	**(117,529)**

SHIRE OF IRWIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2024

NOTE 15
EXPLANATION OF SIGNIFICANT 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 budget materially.
The material variance adopted by Council for the 2023/24 year is $10,000 and 10%.

	Var. $	Var. %	Var. ▲▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Revenue from operating activities						
Interest Earnings	25,963	14%	▲	S	Permanent	Interest earnings continue to exceed expectations, resulting in a favourable variance of $26k at the end of March 2024.
Expenditure from operating activities						
Employee Costs	(679,975)	(25%)	▼	S	Timing	It is expected that Employee costs will align closer to annual budget by June 2024.
Financing Actvities						
Transfer to Reserves	(20,628)	(100%)	▼	S	Timing	This is a timing difference which will align to budget by the end of the financial year

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

CEO01-04/24 Attachment 1

Policy CP44 - Councillor Training and Continuing Professional Development

Policy Number	Policy Title
CP44	**Councillor Training and Continuing Professional Development**

OBJECTIVE

To enable Councillors to meet their statutory obligations in relation to Councillor training and give effect to the requirement to adopt a continuing professional development policy in accordance with Section 5.128 of the *Local Government Act 1995 (the Act)*.

POLICY

Councillors have a unique and challenging role performing their functions under the Act. The Shire recognises the value of training and continuing professional development to build and supplement Councillor skills and experience.

Training can take several forms including formal qualifications, short courses, seminars and conferences. Training is paid for in accordance with this policy and *Guideline 05 - Councillor Training*, is to have benefit to Council, the Shire and the community. Training is to relate to the professional development of Councillors in their role as a Councillor.

Mandatory Training

The *Local Government (Administration) Regulations 1996* (the Regulations) requires Councillors to complete a 'Council Member Essentials' course consisting of the following five modules:

1. Understanding Local Government
2. Conflicts of Interest
3. Serving on Council
4. Meeting Procedures
5. Understanding Financial Reports and Budgets

All newly or re-elected members are required to complete the five (5) Council Member Essentials courses within 12 months of being elected.

As per the Regulations, a Council Member is exempt from the requirement in section 5.126 (1) if the council member has successfully completed all five (5) Council Member Essentials courses within the period of 5 years ending immediately before the day on which the council member is elected.

Non-compliance with the requirement to complete training is an offence under the Act punishable by a fine not exceeding $5,000.

Continuing Professional Development

The Shire is committed to supporting continuing professional development of Councillors to the benefit of Council, the Shire and the community.

Continuing professional development can include training and attendance at conferences in accordance with this policy and *Guideline 05 - Councillor Training.*

Completing Training

Councillors are to be allotted an annual training allocation in the Annual Budget. Councillors seeking to undertake training are to submit a request to the Chief Executive Officer in accordance with *Guideline 05 - Councillor Training*.

Councillors are encouraged to share any knowledge gained from training with all councillors.

Reporting on Training

In accordance with Section 5.127 of the *Local Government Act 1995*, the Shire is to publish a report on the Shire of Irwin website within one month of the end of the financial year detailing the training completed by Councillors.

Legislative Requirements

In accordance with Section 5.128 of the *Local Government Act 1995*, adoption and modification of this policy requires an Absolute Majority decision by Council.

Date of Adoption:	25/08/2020	**Adoption Ref:**	090820 (INT20/236348D7)
Date of Review:	~~25/08/2020~~	**Review frequency:**	Biennial
Responsible Directorate:	Corporate		
Legislation:	Local Government Act 1995, Part 5, Division 10 Local Government (Administration) Regulations 1996, Regulation 10		
Related Management Policy and/or Procedure:	Guideline 05 - Councillor Training		

DRAFT

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

CEO01-04/24 Attachment 2

Guidelines 05 – Councillor Training

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Guideline - 05

Councillor Training

Relevant Training

Training courses must have benefit to Council, the Shire and the community. Examples of organisations that provide training relating to the professional development of Councillors includes, but is not restricted to:

- Western Australian Local Government Association (WALGA)
- Australian Local Government Association
- Australian Institute of Management
- Australian Institute of Company Directors
- Institute of Public Administration Australia

Continuing Professional Development could be related to the following areas:

1. CEO Recruitment and Performance Review
2. Community Engagement
3. Corporate Governance
4. Conflict Resolution
5. Cultural
6. Economic Development
7. Emergency Management
8. Financial Management
9. Leadership
10. Place Making
11. Strategic Planning

Councillors should complete training, wherever possible, through a Registered Training Organisation.

All Councillor Training

From time to time the Chief Executive Officer may arrange in person training for all Councillors.

Mandatory Training

The *Local Government (Administration) Regulations 1996* requires Councillors to complete a 'Council Member Essentials' course within 12 months of taking office and is valid for five years. The Regulations require that the course is completed through:

North Metropolitan TAFE;
South Metropolitan TAFE; or
WALGA

Councillors have a responsibility to complete training in accordance with legislation.

Following each ordinary election, Councillors will be provided with information on training options from the approved training providers. Councillors will be able to select a training option to meet their learning style and availability. Training costs will be covered by the Shire.

APPLICATION

Councillors seeking to undertake training must provide a request to the CEO (in writing) to enable the training to be purchased in accordance with the Shire's procurement and purchasing rules.

ADDITIONAL COSTS

If a Councillor incurs any additional costs related to attending training, these may be reimbursed in accordance with Council Policy CO-E14 Elected Members Allowances and Expenses.

BUDGET ALLOCATION

Each Councillor is be allotted an annual training allocation in the Annual Budget. The training allocation is valid only for the specified financial year and expires at the end of that financial year.

As the expenditure of funds from the Shire's budget can only be authorised by Council or through Council approved instrument of delegation, Councillors must obtain the necessary approvals as required in the associated policy and this guideline, prior to making any financial or other commitments on behalf of the Shire.

The payment of travel and accommodation costs associated with any interstate or intrastate training or conferences greater than a value of $300 is to be authorised by resolution of Council. Unless authorised by Council, travel, accommodation and associated costs are to be debited from a Councillor's training allocation.

COMPLIANCE

Section 5.57 of the Act defines a gift as the conferral of a financial benefit made by one person in favour of another person without adequate compensation. Under this definition, the provision of training to Councillors for free or at a subsidised rate can be considered as a gift in certain circumstances. Councillors should consult the CEO before accepting offers of training or attendance at conferences.

Councillors must not receive personal ancillary benefits associated with travel when participating in training and conferences, such as frequent flyer points. Unless otherwise resolved by the Council:

- Councillors are to use their annual training funding allocation for all training and continuing professional development, except for training that they are required to complete under section 5.126 of the Act;
- Councillors are not permitted to nominate for attendance at a training course or conference paid for by the Shire three months prior to their term of office expiring;
- Councillors who do not complete training paid by the Shire will be required to repay the Shire for the training and associated costs; and
- Any amendments or cancellations to bookings resulting from a change in Councillors' personal circumstances shall be at the Councillor's own cost.

Any change or cancellation resulting from the Shire's operations shall be communicated to Councillors and paid for by the Shire.

Training that is to be delivered to all Councillors may be paid from a separate allocation by Council resolution.

Reporting on Training

In accordance with Section 5.127 of the Act, the Shire is to publish a report on the Shire of Irwin website within one month of the end of the financial year; detailing the training completed by Councillors.

In order to complete this report, Councillors shall, following completion of the training, provide evidence of completion of the training to the CEO.

Prior to publication of this report, Councillors will be given the opportunity to review for accuracy and may be asked to confirm their completion or attendance as applicable.

The report will state:

- Councillor name and year elected;
- Each training course or module enrolled in and progress to date; and
- Training provider or conference name.

Guideline Updated:
Minute No:

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

CEO03-04/24
Attachment 1

New Policy
Agenda Forums

Policy Number	Policy Title
CP46	**AGENDA FORUM MEETINGS**

OBJECTIVE

The objective of this policy is to define the procedures and conduct of Agenda Forum Meetings.

POLICY

The Shire of Irwin will hold Agenda Forum Meetings one week prior to the Ordinary Council Meeting. Agenda Forum Meetings will allow council members to ask questions related items listed on the agenda paper. The Agenda Forum Meetings is not a decision-making meeting, the aim is for council members to ask questions and inquire about items on the agenda. Which will assist with informed decision making.

Scheduling Agenda Forum Meetings

1. Agenda Forum Meetings will be scheduled one week before the Ordinary Council Meetings. Annual local public notice of Agenda Forum Meetings will be provided in the same way and same time as notice is given for Ordinary Council meetings.

Attendance of Public

2. Agenda Forum Meetings will be open to members of the public who will have the opportunity to ask questions or make a presentation to items listed on the agenda paper. Refer to Question Time /Presentations

(a) Agenda Forum Meetings will be closed to members of the public when an item relates to matters set out under the section 5.23 (2) of the *Local Government Act 1995.*

Question Time / Presentations

3. Question time will be managed as Public Question time at Ordinary Council Meeting.

4. Any questions taken on notice a written response will be provided in the Ordinary Council Meeting paper.

5. All questions must be related to the item listed on the agenda paper.

6. Presentation requests can be submitted to the administration. They are to be submitted in writing directly to the Chief Executive Officer by 4pm the day before the meeting. The presentation must be related to an item listed on the agenda paper. The presentation has a time limit of 10 minutes and a limit of 2 representatives will be allowed to speak. Any presentation material provided at the meeting; copies are to be made available for all council members.

7. If additional time is required for question time or a presentation this will be approved at the discretion of the Shire President.

Provisions

8. The Chair is the Shire President in his or her absence the Deputy Shire President will preside at the meeting. If neither the Shire President nor Deputy Shire President is available or present, another member will be chosen by the other members attending the meeting.

9. Formal written minutes are not required. The Chief Executive Officer will ensure that notes are taken that capture:

(a) Attendance

(b) Declaration of interests

(c) Start and finish time of the meeting

10. The Ordinary Council Meeting Agenda will contain the notes that will include responses to any questions taken on notice.

11. Debate is prohibited at Agenda Forum Meetings.

Council Members

12. If a Council Member cannot attend an Agenda Forum Meetings, they must inform the Shire President that they will be an apology.

Disclosures

13. Council Members and employees are required to disclose any interest that could or could reasonably be perceived to adversely affect the impartiality of the person having the interest. If the nature of the interest is financial the individual with the interest must not participate in discussion of that item.

14. Disclosure of interest must be provided in writing to the Chief Executive Officer prior to the meeting.

15. If a council member or employee has an interest in a matter arising during the meeting or discussion. The interest must be disclosed in writing as soon as possible after the matter has been raised.

DRAFT

Date of Adoption:	April 2024	**Adoption Ref:**	
Date of Review:	April 2026	**Review frequency:**	Biennial
Responsible Directorate:	Office of the CEO		
Legislation:	Local Government Operational Guidelines No. 5 January 2004 Shire of Irwin Model Code of Conduct *Local Government Act 1995*		
Related Management Policy and/or Procedure:	Agenda Forum Meetings Notes Paper		

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

Item
CEO02-04/24
Attachment 2
Draft Meeting Notes

AGENDA FORUM MEETING NOTES

Meeting Date & Time: Day, XX month 2024 at .00pm
Meeting Location: Council Chamber

1 DECLARATION OF OPENING

The Shire President welcomed all in attendance and acknowledged their attendance.

2 ITEMS FOR COUNCIL

The Shire President informed the meeting that the following agenda items, will be dealt with at the Ordinary Council Meeting to be held on day month year.

3 ATTENDANCE

Members
Shire President M Leonard
Deputy Shire President B Wyse
Councillor I Scott
Councillor A J Gilliam
Councillor E Turnbridge
Councillor P Summers

Staff
Chief Executive Officer Mr S D Ivers
Manager Finance Miss P Machaka
Manager Development Mr M Connell
Acting Manager Operations Mr M Jones
Community Emergency Services Manager Mr S Stubbs
Executive Assistant Ms S Mearns

Gallery
There were **** members of the public

4 APOLOGIES

Nil

5 APPROVED LEAVE OF ABSENCE

Nil

6 DECLARATION OF INTEREST

Impartiality/Financial

7 PRESENTATIONS

8 DRAFT APRIL 2024 REPORTS

DRAFT

The Chief Executive Officer, Mr Shane Ivers gave a brief summary of the April/Month 2024 Agenda Items to be considered by Council as follows:

CC01/02/24 Accounts for Payment December and January 2024

The purpose of this report is for council to ******

CEO01/02/2024 Arrangement for an Extraordinary Election

This report informs council of the **********

List reports and add brief description make a note if a presentation was provided. Maximum of 2 paragraphs.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

List motions

10 MEETING CLOSED TO THE PUBLIC

Note any items that are confidential

11 CLOSURE

At time *** the Shire Presidents closed the Agenda Forum Meeting and thanked everyone for their attendance.

12 RESPONSES TO QUESTIONS TAKEN ON NOTICE

Meeting Date & Time: Day, XX month 2024 at .00pm
Meeting Location: Council Chamber

REPORTS

Item ******* Title of Report**

Council Smith had questions taken on notice at the Agenda Forum Meeting as follows:

1. What is XYZ ?

Response provided by Name Title of employee

The Council is working with XYZ to achieve *****

List Questions and responses

DRAFT

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

CEO03-04/24 Attachment 1

WAEC Cost Estimate
Extraordinary Election 2024

WESTERN AUSTRALIAN
Electoral Commission

Mr Shane Ivers
Chief Executive Officer
Shire of Irwin
PMB 21
DONGARA WA 6525

Dear Mr Ivers,

Councillor vacancy – Local Government Extraordinary Election – Cost Estimate

As you will be aware, at the close of the 2024 Local Government Extraordinary Election nominations on the 3 April 2024, an insufficient number of candidate nominations were received to fill all available vacancies.

This means another extraordinary election needs to be conducted in the Shire of Irwin to fill this vacancy.

If a declaration has been made under section 4.20(4) of the *Local Government Act 1995*, the local government is required to meet the expenses of the Commissioner in connection with the election to the extent required by regulations.

As such, to assist with the Council's decision under section 4.20(4) of the *Local Government Act 1995*, the Commission has estimated the cost to conduct your Council's election as a postal election at approximately $24,000 (inc GST) which is based on the following assumptions:

- 2,820 electors;
- response rate of approximately 40%;
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

Costs not included in this estimate:

- non-statutory advertising (i.e. additional advertisements in community newspapers and promotional advertising);
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns;
- local government staff members to issue replacement votes; and
- the cost of any casual staff to assist the Returning Officer on election day or night

This cost estimate is **not** to be taken as my written agreement to be responsible for the conduct of the local government extraordinary election for the Shire of Irwin in accordance with section 4.20(4) of the *Local Government Act 1995*.

I will provide that written agreement upon receiving written confirmation from you that:

A. Your Council agrees to the costs estimate of approximately $24,000 as set out above; and
B. You agree that, upon receiving my written agreement, the following two motions will be presented to your Council (**unchanged**):

    1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the extraordinary election;

    2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a postal election.

For the Commission to conduct the extraordinary election as a postal election, your Council will then need to pass the above two motions (**unchanged**) by an absolute majority *after* receiving my written agreement.

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

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

10 April 2024

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

CEO03-04/24 Attachment 2

Election Timeline
Extraordinary Election 2024

WESTERN AUSTRALIAN Electoral Commission

POSTAL ELECTION TIMETABLE
2024 Local Government Extraordinary Election - Shire of Irwin 2

Days to Polling Day	Day	Date	Election Events	References to Act / Regs
80	Tue	23/04/2024	Last day for declaration to have the Electoral Commissioner conduct a postal election.	*LGA 4.20(2)(3)(4)*
			A decision made to conduct the election as a postal election cannot be rescinded after the 80th day.	*LGA 4.61(5)*
77	Fri	26/04/2024	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	*LGA 4.20(4)*
77 to 63	Fri to Fri	26/04/2024 to 10/05/2024	Between the 77th / 63rd day the CEO is to give Statewide public notice of the time and date of close of enrolments. *** Preferred date: Wednesday 1 May 2024**	*LGA 4.39(2)*
63	Fri	10/05/2024	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	*LGA 4.40(1)*
			Advertising may begin for nominations from 63 days and no later than 52 days before election day. *** Preferred date: Wednesday 15 May 2024**	*LGA 4.47(1)*
57	Thu	**16/05/2024**	**Roll Close** Close roll 5.00 pm.	*LGA 4.39(1)*
52	Tue	21/05/2024	Last day for advertisement to be placed calling for nominations.	*LGA 4.47(1)*
51	Wed	**22/05/2024**	**Nominations Open** First day for candidates to lodge completed nomination paper, in the prescribed form, with the Returning Officer. Nominations period is open for 8 days.	*LGA 4.49(a)*
44	Wed	**29/05/2024**	**Close of Nominations** 4.00 pm on the 44th day before election day.	*LGA 4.49(a)*
43	Thu	30/05/2024	Last day for the CEO to prepare and certify an owners and occupiers roll for the election.	*LGA 4.41(1)*
			Last day for the Electoral Commissioner to prepare and certify a residents roll.	*LGA 4.40(2)*
30	Wed	12/06/2024	*** Preferred date for Notice of Election**	*LGA 4.64(1)*
			Lodgement of election packages with Australia Post. Delivery dependent on normal Australia Post standards.	
29	Thu	13/06/2024	The preparation of any consolidated roll under subregulation (1) be completed on or before 29th day before election day.	*Reg. 18(2)*
26	Sun	16/06/2024	Last day for the Returning Officer to give Statewide public notice of the election. *** Preferred date: Wednesday 12 June 2024**	*LGA 4.64(1)*
11	Mon	1/07/2024	Commence processing returned election packages.	
0	Fri	**12/07/2024**	**ELECTION DAY - Close of poll 6.00 pm**	*LGA 4.7*
As soon as practicable			**Declaration and Notice of Election Result** by the Returning Officer	*LGA 4.77*

Post Declaration of Results Events		References to Act / Regs
Within 14 days	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	*Reg. 81*
Within 28 days	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	*LGA 4.81(1)*

** Dates subject to change*

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

ID01-04/24
Attachment 1

Delegated Authorities March 2024

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Records of exercise of delegated powers or duties – Development, March 2024

Function	Officer	Date of decision	Decision	Description	Address
Building Permit	Environmental Health Officer / Building Surveyor	1 March 2024	Granted	Dwelling	Lot 565 (No. 113) North Shore Drive, Dongara
		1 March 2024	Granted	Patio and Deck	Lot 399 (No. 40) Pearse Road, Port Denison
		1 March 2024	Granted	Shed	Lot 209 (No. 109) Brennand Road, Dongara
		5 March 2024	Granted	Retaining Wall	Lot 182 (No. 34) Francis Road, Port Denison
		6 March 2024	Granted	Shed	Lot 570 (No. 6) Norrish Drive, Dongara
		6 March 2024	Granted	Patio	Lot 55 (No. 43) Philbey Road, Dongara
		6 March 224	Granted	Shed and Carport	Lot 576 (No. 11) Bygrave Street, Dongara
		6 March 2024	Granted	Shed	Lot 80 (No. 32) Philbey Road, Dongara
		24 March 2024	Granted	Shed	Lot 16 Francisco Road, Bonniefield
	Manager Development	14 March 2024	Granted	Shed	Lot 10 (No. 13) Sundew Avenue, Port Denison
Development Approval	Manager Development	7 March 2024	Granted	Single House (Outbuilding)	Lot 10 (No. 13) Sundew Avenue, Port Denison
		14 March 2024	Granted	Warehouse (Storage Units)	Lot 475 (No. 16) Russ Street, Port Denison
		18 March 2024	Granted	Single House (Retaining Wall)	Lot 500 (No. 22) Seahorse Loop, Port Denison
		18 March 2024	Granted	Single House (Outbuilding) and Relocated Building Envelope	Lot 42 (No. 33) Springfield Drive, Springfield
		18 March 2024	Granted	Single House (Outbuilding, Retaining Wall and Water Tank), Use Not Listed (Hobby Farm) and Relocated Building Envelope	Lot 64 (No. 134) Springfield Drive, Springfield
		27 March 2024	Granted	Single House (Retaining Wall)	Lot 366 (No. 6) Dent Court Port Denison

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

ID02-04/24 Attachment 1

Proposed Gas Extraction and Processing Facility

DEPARTMENT OF PLANNING, LANDS AND HERITAGE
DATE 14-Dec-2023
FILE SDAU-067-23

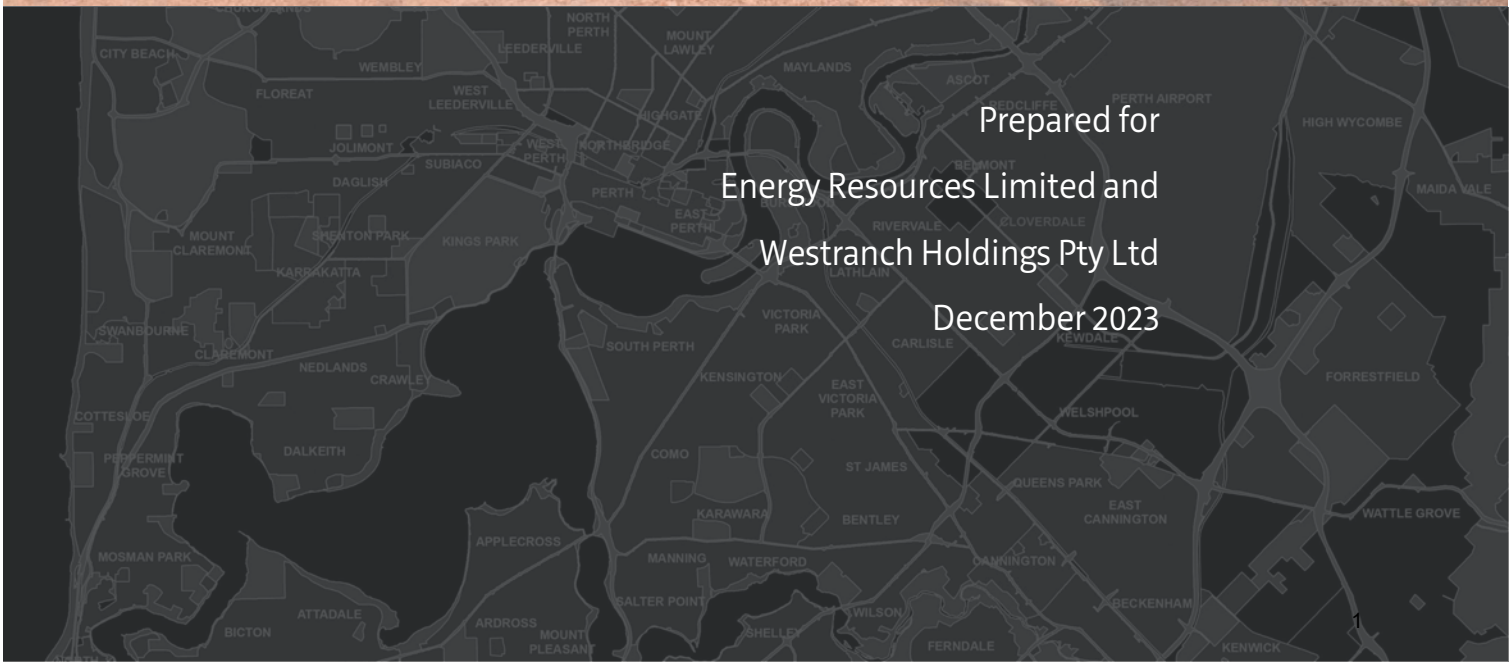
PLANNING SOLUTIONS
URBAN & REGIONAL PLANNING
PS

Development Application Report

Lockyer Gas Project

Shire of Irwin and Shire of Mingenew





Prepared for

Energy Resources Limited and

Westranch Holdings Pty Ltd

December 2023

Copyright Statement 2023

© Planning Solutions (Aust) Pty Ltd

All rights reserved. Other than for the purposes of and subject to the conditions prescribed under the *Copyright Act 1968* (Cth), no part of this report may be reproduced, stored in a retrieval system or transmitted in any form or by any means, electronic or otherwise, without the prior written permission of Planning Solutions (Aust) Pty Ltd.

No express or implied warranties are made by Planning Solutions (Aust) Pty Ltd regarding the information and analysis contained in this report. In particular, but without limiting the preceding exclusion, Planning Solutions (Aust) Pty Ltd will not verify, and will not assume responsibility for, the accuracy and completeness of information provided to us.

This report has been prepared with particular attention to our Client's instructions and the relevant features of the subject site. Planning Solutions (Aust) Pty Ltd accepts no liability whatsoever for:

- a third party's use of, or reliance upon, this report;
- use of, or reliance upon, this report in relation to any land other than the subject site; or
- the Client's implementation, or application, of the strategies recommended in this report.

Direct all enquiries to:

Planning Solutions
Level 1, 251 St Georges Terrace
Perth WA 6000

All correspondence to:
Planning Solutions
GPO Box 2709
CLOISTERS SQUARE PO WA 6850

Phone: 08 9227 7970
Fax: 08 9227 7971
Email: admin@planningsolutions.com.au
Web: planningsolutions.com.au

Project Details

Job number	8305	
Client	Energy Resources Limited and Westranch Holdings Pty Ltd	
Prepared by	Planning Solutions	
Consultant Team	Town planning Architecture & landscaping Transport Waste management Environmental noise Bushfire Visual	Planning Solutions Milieu Creative & ASPECT Studios Shawmac Engineering Talis Consultants Lloyd George Acoustics Barron Building Surveying Ecological Australia

Document Control

Revision number	File name	Document date	Prepared by	Checked by
Rev 0	231214 8305 DA Report.docx	14 December 2023	OBe	TE

CONTENTS

1 PRELIMINARY 1
1.1 Introduction 1
1.2 Proponent 1
1.3 Engagement 2
2 SITE DETAILS 3
2.1 Land Description 3
2.2 Site and Contextual Analysis 4
2.2.1 Context 4
2.2.2 Site Conditions 4
3 PROPOSED DEVELOPMENT 6
3.1 Introduction 6
3.2 Project location 6
3.3 Development Summary 8
3.4 Upstream Gathering System 9
3.4.1 Wellhead Facilities 9
3.5 Central Processing Facility 9
3.5.1 Gas Processing Infrastructure 9
3.5.2 Condensate Pad 11
3.5.3 Administration Facilities 11
3.5.4 Sedimentation Pond 12
3.5.5 Construction Laydown 12
3.5.6 Operations Village 12
3.5.7 Temporary Construction Village 14
3.5.8 Central Processing Facility – Access Roads 14
3.6 Operational aspects 15
3.6.1 Operations 15
3.6.2 Health and Safety 15
3.7 Supporting information 15
3.7.1 Environment 15
3.7.2 Noise Attenuation 16
3.7.3 Transport and Access 16
3.7.4 Waste Management 16
3.7.5 Heritage 17
3.7.6 Visual Impact 17
3.7.7 Bushfire 17
4 STRATEGIC PLANNING FRAMEWORK 18
4.1 State Planning Strategy 2050 18
4.2 Shire of Irwin Local Planning Strategy (2017) 18
4.3 Shire of Mingenew Local Planning Strategy (2006) 20
5 STATUTORY PLANNING FRAMEWORK 21
5.1 Planning and Development Act 2005 21
5.2 Petroleum and Geothermal Energy Resources Act 1967 22
5.3 State Planning Policies 22
5.3.0 State Planning Policy 2.0 – Environment and Natural Resources 22

5.3.1 State Planning Policy 2.5 – Rural Planning 24
5.3.2 State Planning Policy 2.7 - Public Drinking Water Source 28
5.3.3 Draft State Planning Policy 2.9 - Water, and Government Sewerage Policy (2019) 28
5.3.4 State Planning Policy 3.6 – Infrastructure Contributions 28
5.3.5 State Planning Policy 3.7 – Planning in Bushfire Prone Areas 29
5.3.6 State Planning Policy 7.0 - Design of the Built Environment 30
5.4 Other WAPC policies 30
5.4.1 Position Statement: Workforce Accommodation 30
5.5 Shire of Irwin Local Planning Scheme No. 5 31
5.5.1 Aims 31
5.5.2 Zoning 31
5.5.3 Land Use Permissibility 32
5.5.4 Development Standards and Requirements 33
5.6 Shire of Mingenew Local Planning Scheme No. 4 36
5.6.1 Aims 36
5.6.2 Zoning 36
5.6.3 Land Use Permissibility 37
5.6.4 Development Standards and Requirements 38
5.7 Deemed Provisions 40
5.7.1 Bushfire Risk Management 40
5.7.2 Matters to be Considered 40
5.8 Local Planning Policies 43
5.8.1 Shire of Irwin Local Planning Policy for Developer Contributions for Upgrades to Roads and Footpaths 43
6 CONCLUSION 44

Figures

Figure 1: Outline map of the Proposal
Figure 2: Location plan
Figure 3: Lockyer Gas Fields, Western Australia
Figure 4: Lockyer Gas Project Arrangement
Figure 5: 3D Model of the Gas Processing Infrastructure
Figure 6: Perspective drawing of proposed operations village

Appendices

Appendix 1: Certificates of Title
Appendix 2: Development Plans
Appendix 3: Communication Summary
Appendix 4: Economic Benefit Statement
Appendix 5: Access Memorandum
Appendix 6: Transport Impact Assessment
Appendix 7: Environmental Noise Assessment
Appendix 8: Waste Management Plan
Appendix 9: Environmental Impact Assessment Overview
Appendix 10: Heritage Report Summary
Appendix 11: Visual Impact Report Summary
Appendix 12: Bushfire Management Plan

1 PRELIMINARY

1.1 Introduction

Planning Solutions acts on behalf of Energy Resources Limited and Westranch Holdings Pty Ltd, collectively the proponent of the Lockyer Gas Project, comprising new gas extraction wells, well heads and a gas processing facility in the localities of Mount Horner, Lockier and Mooriary, in the Mid-west region of Western Australia.

Planning Solutions has prepared this report in support of an Application for Development Approval for the proposed development.

This application is made pursuant to the significant development pathway under Part 17 of the *Planning and Development Act 2005* (**PD Act**) and requires determination by the Western Australian Planning Commission (**WAPC**).

This report will discuss various elements pertinent to the proposal, including:

- Site details.
- Proposed development.
- Strategic planning framework.
- Statutory planning framework.

1.2 Proponent

Energy Resources Limited and Westranch Holdings Pty Ltd (collectively, the **Proponent**) are wholly owned subsidiaries of Mineral Resources Limited (**MinRes**), an innovative and leading mining services company, with a growing world-class portfolio of mining operations across multiple commodities, including iron ore and lithium. The vision of MinRes is:

> *To be recognised as a great Australian company and a leading provider of innovative and sustainable mining services and mining operations.*

MinRes has a diversified portfolio with operations in lithium, iron ore, energy and mining services, employing 5,600 people across Western Australia. It was founded 31 years ago and today is an ASX listed company with a market capitalisation of approximately $13 billion. It is the largest acreage holder in the onshore northern Perth and Carnarvon gas basins.

The Lockyer gas field was discovered in October 2021 through the drilling of the Lockyer Deep-1 exploration well within petroleum exploration permit EP-368 (**the Title**) granted under the Petroleum and Geothermal Energy Resources Act 1967 (**PGER Act**), held by the Proponent. Subsequent well testing at Lockyer Deep-1 and appraisal drilling at Lockyer-2 and Lockyer-3 indicated that the field holds economic volumes of prospective conventional natural gas resources.

Exploration drilling at North Erregulla Deep-1, adjacent to the Lockyer structure, resulted in the discovery of additional prospective conventional gas resources, which are likely to be tied back to the Lockyer Gas Project.

1.3 Engagement

MinRes recognises the importance of building positive relationships with key stakeholders and the communities in which it operates, and seeks to build sustainable partnerships with business, government, and community partners, leading to mutually beneficial outcomes. MinRes strives to engage pre-emptively, transparently, and regularly with stakeholders associated with projects and operations. MinRes' engagement strategies are developed, providing insights across the political and social landscapes of the region, identifying all critical stakeholders, and recommending engagement methods to ensure all stakeholders are informed and consulted across the life of the project, ensuring they are partners in, and benefit from the project.

Ongoing engagement and consultation is being undertaken with several key stakeholders identified within the Lockyer Project footprint. MinRes has a dedicated community engagement department, ensuring ongoing engagement is conducted with the broader community with a particular focus on relevant landholders, community groups, local government and Native Title group.

The key objective of the stakeholder engagement process across the Lockyer Project is managing and maintaining positive relationships with the major stakeholders including the Shire of Mingenew, the Shire of Irwin, the Southern Yamatji people (traditional landowners), landholders, and major regulatory agencies. All of these relationships are well progressed, with project updates provided with all publicly available information, and negotiation of key approvals and agreements underway.

MinRes utilises its stakeholder engagement register to track actions against delivery and resolution of issues, commitments or identified grievances. Under this approach, accountability is assigned to internal MinRes owners who are responsible for addressing actions outlined under the consultation record. This generates traceability and ensures MinRes remains responsive to the requests of their stakeholders. MinRes is also able to track trends that may occur with stakeholder issues, enabling the company to proactively identify issues and work towards a solution with affected parties.

Refer **Appendix 3,** Communication Summary.

An intent to lodge meeting was held with officers of the State Development Assessment Unit, Chair of the WAPC, senior Department of Planning Lands and Heritage staff for the Chief Planning Advisor, and the Government Architect on 21 November 2023. The proposed development concept was presented and discussion on consideration via the Part 17 significant development approval pathway was considered. It confirmed the project was of a scope able to be considered through the approval pathway under Part 17 of the PD Act.

2 SITE DETAILS

2.1 Land Description

The proposed development occurs on land within the Title. The individual components of the proposed development are identified in the following figure:

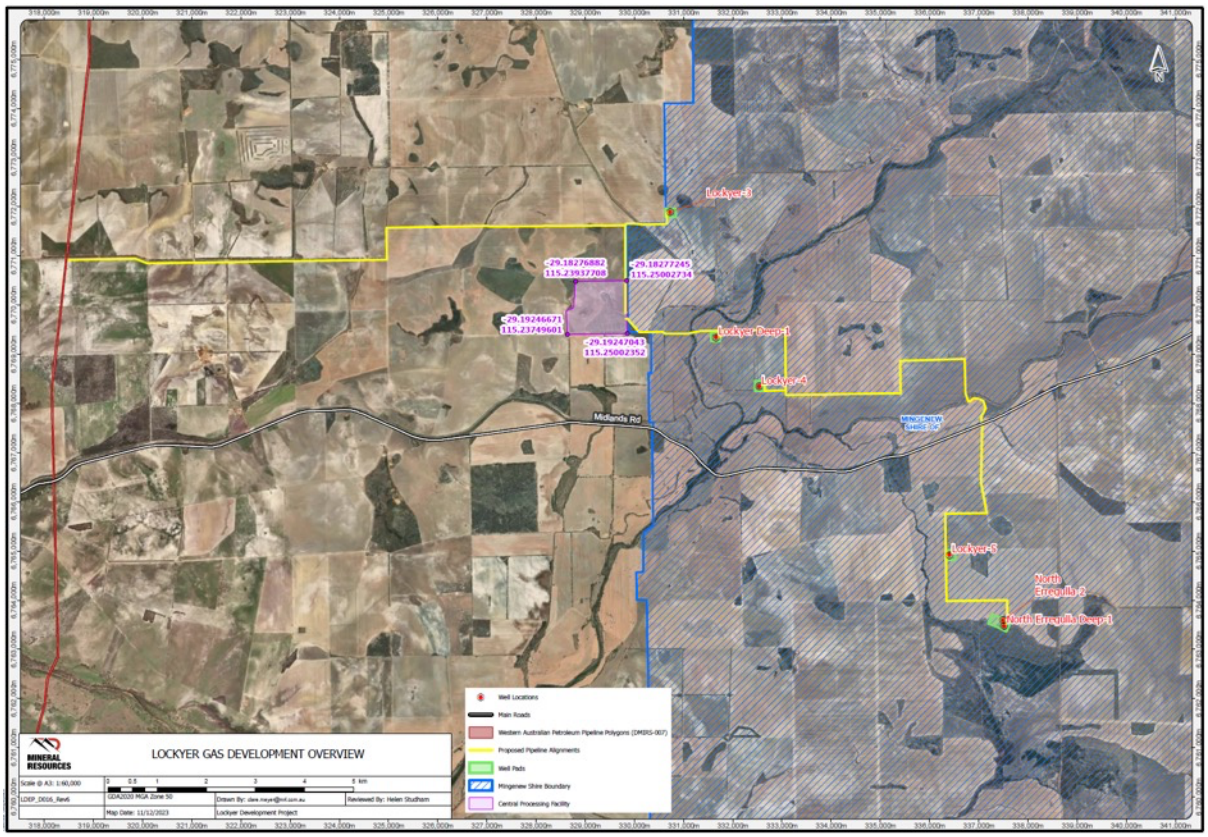


Figure 1: Outline map of the Proposal

The certificates of title for development components shown on **Figure 1** is described in the **Table 1** below.

Table 1 – Lot details

Lot	Plan	Volume/Folio	Street address	Registered proprietor
Central processing facility				
3558	DP232347	1871/791	25116 Midlands Road, Mount Horner	Dhungarra Pty Ltd
3561	DP232348	943/130	N/A	Dhungarra Pty Ltd
Lockyer Deep 1				
686	DP231557	1416/162	N/A	BF Kelly & Sons Pty Ltd
Lockyer 3				
2385	DP108088	259/101A	N/A	BF Kelly & Sons Pty Ltd
Lockyer 4				
100	DP46035	75/56A	N/A	BF Kelly & Sons Pty Ltd

Lot	Plan	Volume/Folio	Street address	Registered proprietor
Lockyer 5, North Erregula Deep 1 and North Erregula 2				
Lot M 433	P2984	1122/362	N/A	Perpetual Corporate Trust Limited

Refer **Appendix 1** for a copy of the certificates of title.

Pursuant to section 15(1) of the PGER Act, the exploration permit holders can exercise their right to enter on and develop land, whether Crown land or freehold. Accordingly, this development application is made by Energy Resources Limited and Westranch Holdings Pty Ltd, exercising their rights as holders of the Title under the PGER Act.

2.2 Site and Contextual Analysis

2.2.1 Context

The proposed development is located in the Mid-West region of Western Australia, approximately 312km north of Perth, 25km east of Dongara, and 15km west of Mingenew. The towns of Dongara and Port Denison are well known for their coastal communities, sand dunes and the towns are a gateway to the Mid-West wildflower country.

The locality of the development can be described as broadscale agriculture pasture lands interspersed with areas of scrubland. The land is open and gently undulating.

The central processing facility is located within 1.9km of Midlands Road, being the main arterial road linking the rural communities of Dongara and Mingenew and providing road access to the broader region. The facility is accessed via Strawberry North-East Road – an unsealed local road servicing the local agricultural area.

The Midland Railway runs adjacent to Midlands Road and is used by freight traffic primarily accessing Geraldton port.

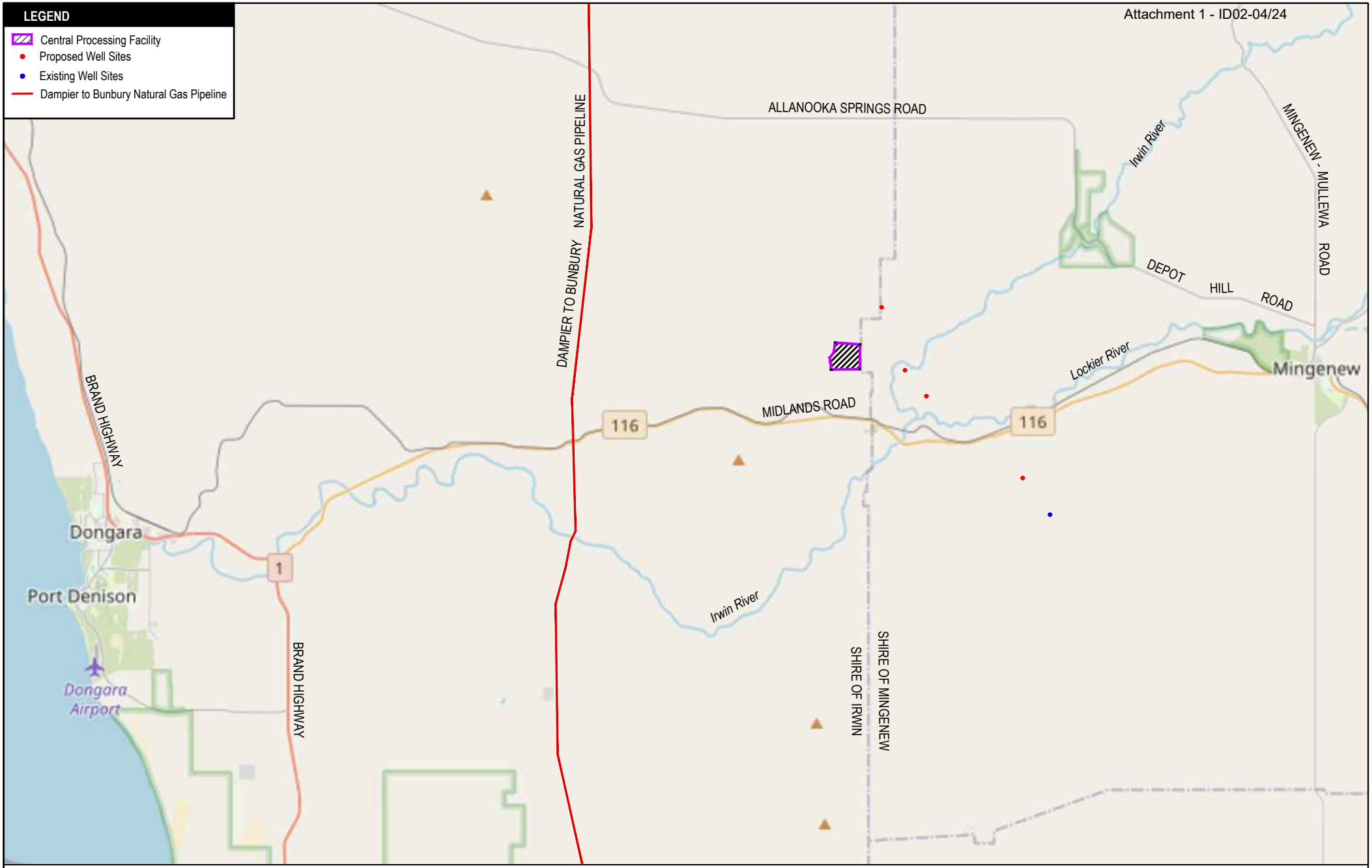
Refer **Figure 2** for a plan showing the location of the proposed development.

2.2.2 Site Conditions

The development site comprises a combination of cleared, agricultural and pastoral land with remnant native vegetation found throughout.

In terms of topography, the development site undulates from approximately 100m AHD to 190m AHD. The central processing facility site slopes to the south east from approximately 165m AHD to 135m AHD. The surrounding land is agricultural, with the central processing facility's operations village located on a small ridge with views to small parcels of bush scrub, rocky outcrops and long views to the Irwin River.

Refer the development plans at **Appendix 2** which includes topographic details of the development site.



PLANNING SOLUTIONS | PS
URBAN & REGIONAL PLANNING

SCALE	1: 200,000 @ A4
DATE	3 December 2023
FILE	231203 8305 Locality Plan.dwg
REVISION	1/CD/First Draft/3.12.2023

Figure 2: Locality Plan

SHIRE OF IRWIN & SHIRE OF MINGENEW

DISCLAIMER: THIS DOCUMENT IS AND REMAINS THE PROPERTY OF PLANNING SOLUTIONS AND MAY NOT BE COPIED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF PLANNING SOLUTIONS. ALL AREAS, DISTANCES AND ANGLES ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY. BASEPLAN SOURCE:

3 PROPOSED DEVELOPMENT

3.1 Introduction

The Lockyer Gas Project (**Lockyer Gas Project**) proposes the extraction and processing of gas from a field within the Title held by the Proponent.

The field was discovered by the Proponent in September 2021 (via Lockyer Deep-1) and hosts economic volumes of prospective and contingent gas resources across the Title and the adjacent petroleum exploration permit EP 426, also held by the Proponent.

Refer **Figure 3** for a plan showing the location of the Lockyer gas fields in Western Australia.

The Lockyer Gas Project will collect natural gas from conventional gas wells and direct the gas via a pipeline to a central processing facility where the gas will be treated. The product gas will be routed via an export pipeline to the Dampier to Bunbury Natural Gas Pipeline (**DBNGP**) for sale.

The condensate by-product will be treated on site and transferred off site via B-double road trains to a site suitable for marine export.

The central processing facility is designed to produce up to 250 TJ/day of sale quality gas, with associated liquids estimated at up to 1500 barrels (~240m³) per day.

3.2 Project location

The Lockyer Gas Project is located north of Midlands Road, the main road between Dongara and Mingenew, and towards the north of the permit area. The DBNGP is located to the west of the project area.

The development comprises an upstream gas gathering network connecting extraction wells in a hub-and-spoke arrangement. Flow from the individual wells (via flowlines) will be aggregated at hubs prior to being directed into larger infield flowline connecting to a central processing facility. A gas export pipeline transfers treated gas to the DBNGP. The central processing facility is connected to the road network for sale of condensate off site.

Refer **Figure 1** for a plan showing the location of the central processing facility, gas extraction wells, and pipelines, and

Figure 4 for a plan showing the general arrangement of the various components of the Lockyer Gas Project.

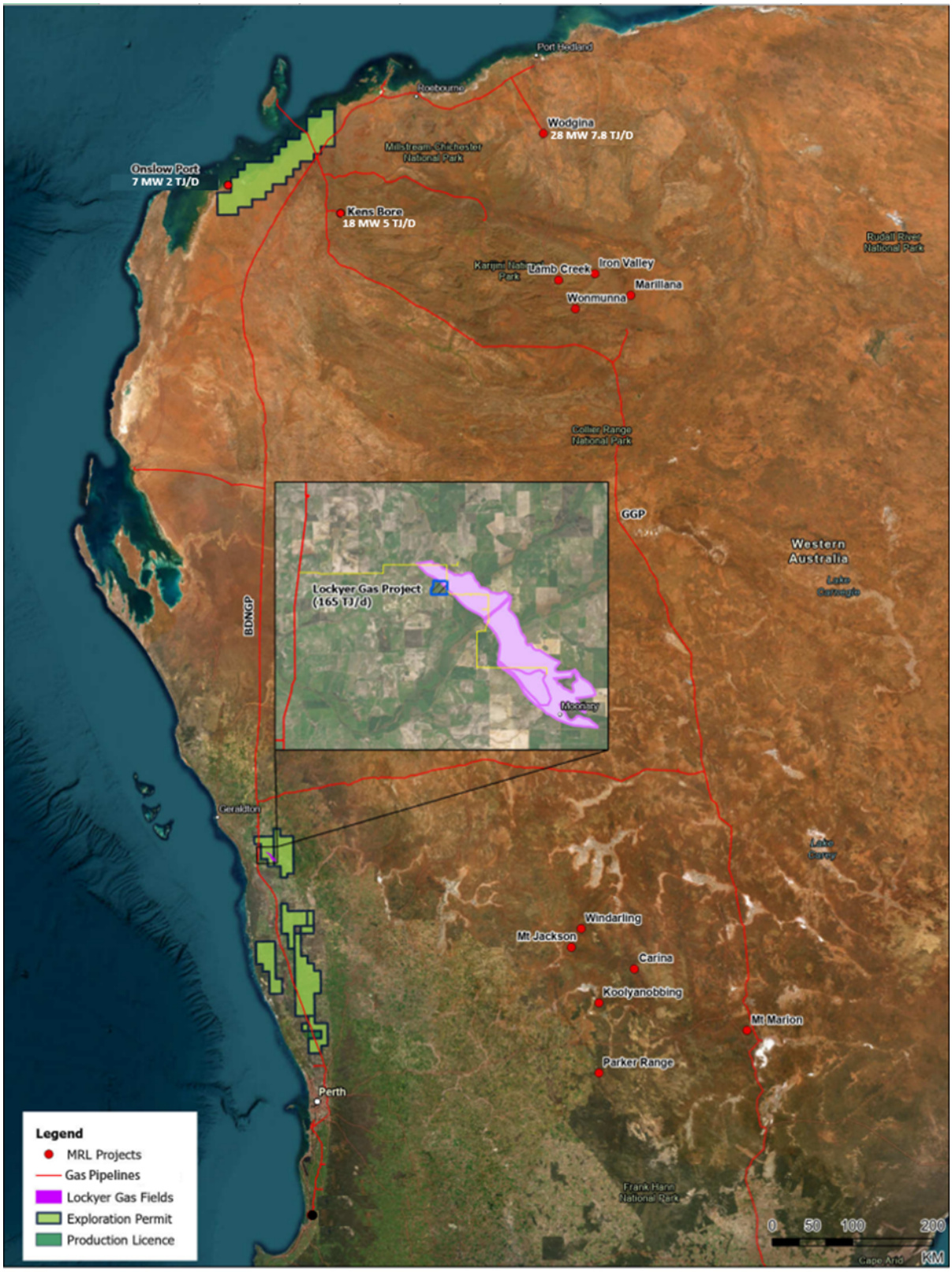


Figure 3: Lockyer Gas Fields, Western Australia

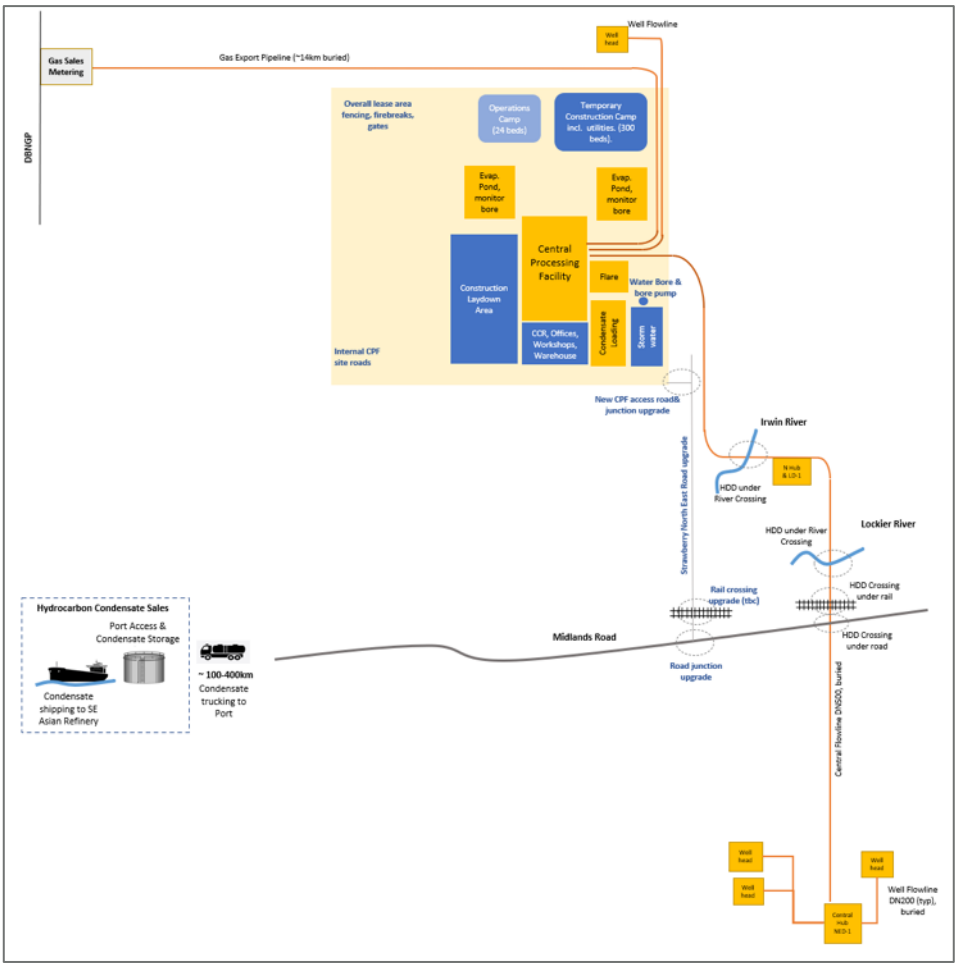


Figure 4: Lockyer Gas Project Arrangement

3.3 Development Summary

The development will consist of:

- Production wells – multiple conventional gas wells are envisaged as part of the initial development, with successful exploration and appraisal wells completed to enable their use as producers.
- An upstream gas gathering network connecting the wells to hubs via flowlines in a hub-and-spoke arrangement. Flow from the individual wells (via flowlines) will be aggregated at hubs prior to being directed into larger infield flowlines. In the initial phase the Central and Northern hubs will be developed,
- A central processing facility to treat the raw gas to the specification required for export to the DBNGP, inclusive of all utilities to support the field operations,
- A gas export pipeline connecting the central processing facility to the DBNGP,
- A condensate stabilisation, storage, and offloading system to support road transport of liquid product, and
- On-site infrastructure to support the operations phase including power generation, warehousing and workshops, control, equipment and switch room infrastructure and accommodation.
- Utilities infrastructure including telecoms, water bore and monitoring bores and sewage,

- Permanent operations village (within the central processing facility land area),
- Long term storage for operational and insurance spares

Near-site infrastructure will also be developed, secured, or upgraded to support the project execution and operations phases. This will include:

- Existing road access upgrades (between Midlands Road and the central processing facility),
- Connection to existing fibre optic communications network

3.4 Upstream Gathering System

The upstream gathering system comprises wells, wellhead facilities, hubs and (buried) pipelines. Pipelines do not fall within the development approval scope.

Gas and condensate will be recovered initially from up to 6 wells that are routed back to hubs and directed via underground flowlines to the central processing facility for processing.

3.4.1 Wellhead Facilities

Wellhead facilities are installed at each well site to manage safe well operations and support flow of the well stream fluids to the central processing facility. The wellhead facilities include safety critical equipment to isolate the well and reservoir fluids from the surface equipment in the event of issues potentially impacting safety or the environment.

A wellhead choke valve is used to control the rate of flow from each well. Each well is provided with a clamp on ultrasonic flowmeter to provide remote flow monitoring from the central processing facility.

Chemical injection is installed to ensure pipeline/flowline integrity. Corrosion inhibitor is injected from a dedicated pump skid connected to a corrosion inhibitor storage tank provided at each well site. Additionally, a methanol injection point is provided downstream of the wellhead shutdown valve for hydrate inhibition during well start-up.

Locally compressed air will be used to power valves and the chemical injection pumps.

All well flowlines will be designed for internal integrity monitoring using pipeline inspection gauges. A temporary pipeline inspection gauge launcher is shared between all remote well sites with flowlines of the same size.

Each wellhead site is enclosed with fencing and equipped with a solar array with batteries that provide power.

3.5 Central Processing Facility

3.5.1 Gas Processing Infrastructure

The central processing facility comprises a complex assembly of specialised equipment. The gas processing infrastructure is designed to produce gas and condensate from the extracted wellstream fluids. Refer **Figure 5** below which provides an indication of how the infrastructure sits together.



Figure 5: 3D Model of the Gas Processing Infrastructure

The central processing facility gas processing infrastructure is positioned within a 54,000m² footprint, 200m x 270m, exclusive of the flare.

The following is a simplified description of the processes being undertaken in the central processing facility.

Inlet receival

Fluids from the gathering flowlines are directed to a slug catcher, where bulk vapour-liquid separation occurs. Liquid from the slug catcher are then directed to a liquid/liquid (inlet) separator, whilst vapour is directed via a gas-gas heat exchanger (used to optimise energy efficiency) to the inlet cooler. Condensed liquids are separated from the gas stream in the inlet separator downstream of the inlet cooler.

Gas conditioning

Gas from the inlet separator is superheated before being routed to a mercury guard bed which removes mercury, if mercury is present. Process gas from the mercury guard bed is then routed to fixed beds for H_2S removal via absorption, and then to the amine acid gas removal unit for CO_2 removal. The amine train will have a bypass stream capable of directing all flow around the package to limit the reservoir CO_2 being removed from the gas and released as greenhouse gas emissions. Flow through the amine system will be controlled to maintain the pipeline CO_2 specification. Together these acid gas removal systems will achieve the DBNGP gas specification for contaminants content.

Treated gas is then dew-pointed via JT cooling to meet the DBNGP hydrocarbon and water content specifications. A closed loop mono-ethylene glycol system is used to manage hydrate formation risk in the gas conditioning system.

Sales gas compression and export

Sales quality gas from the gas conditioning system is directed to the sales gas compressor for compression to a pressure suitable for discharge into the DBNGP via the Lockyer gas export pipeline.

A plant recycle is installed which provides the ability to return gas from the sales gas compression discharge manifold to upstream of the inlet cooler, to avoid flaring off-specification gas during facility start up or during process upsets.

Condensate stabilisation, storage and load out

Liquid hydrocarbons from the treated gas stream are processed in the condensate stabilisation system to meet the vapour quality specification required to allow the condensate to be transported off site by road.

Treated condensate from the column stabiliser is cooled then stored in condensate storage tanks at near atmospheric pressure until it is ready to be loaded out to B-double road trains (maximum length 27.5m).

Produced water treatment

Produced water (originating from the reservoir) is separated as part of the gas inlet and conditioning systems and treated prior to disposal via evaporation. Entrained liquid hydrocarbons are recovered using specialised oily water treatment equipment and recovered back to the condensate system, whilst the treated water is routed to the evaporation ponds. The ponds are designed to accommodate all expected produced water, as well as brine from the potable water system, oily water from the drains system and direct precipitation from annual rainfall.

Incinerator Package

An incinerator package is provided to ensure all acid waste gas is completely combusted to minimise environmental air quality impacts.

Utilities

Utility systems such as fuel gas, heating medium, instrument air, nitrogen, flare, bore water, firewater system, potable water, demineralised water, chemical injection, closed drains, open drains, and power generation are provided to support the operations of Lockyer Gas Plant

3.5.2 Condensate Pad

A 9,000m² hardstand area 60m x 150m is provided for the loading of condensate onto B-double trucks. The condensate loading pad is linked to the facility's entry road, positioned to minimise the interactions of the condensate road trains with the remainder of the site operations.

3.5.3 Administration Facilities

The major administrative components of the central processing facility are:

- 1,005m² administration building
- 796m² warehouse building
- 400m² workshop
- Lay-down area
- Car parking and vehicle circulation areas

The administration facilities are located on the south side of the gas processing facilities, placed considering the prevailing wind directions, and are linked to the facility's main access road.

3.5.4 Sedimentation Pond

A sedimentation pond is located to the east of the condensate pad and will be used for disposing stormwater. The sedimentation pond will catch stormwater runoff only, with a separate, segregated drains system installed to capture potentially contaminated oily water (oily water will be treated and then routed to the evaporation pond).

3.5.5 Construction Laydown

A 34,020m² hardstand construction laydown area is proposed to the west of the gas processing infrastructure. It will be used for the storing of materials and equipment used during construction of the facility. It is linked to the facility's main access road via a driveway.

3.5.6 Operations Village

The development includes a 24-bed operations workforce accommodation village (Lockyer Village) located to the north of the gas processing infrastructure. It will occupy a footprint of 10,000m² (excluding spray field) and include:

- 24 x 1-bed accommodation units on the north side of the village
- Club lounge, including meal preparation and serving areas and village administration facilities
- Recreation building
- Gym building
- Vegetable garden
- Outdoor gym/playing field
- Service / loading zone
- 12 car parking bays and mini bus drop off/pick up zone

A service track allows vehicle access around the perimeter of the village. Pedestrian paths are provided for movements within the village.

A water treatment facility and a 32,300m² spray field is located to the southeast of the village for the treatment and disposal of wastewater from the village.

Refer **Appendix 2** for architectural drawings and landscape design for the operations village.

Design statement

The proposed operations village is located on a small ridge with views to small parcels of bush scrub, rocky outcrops and long views to the Irwin River. The surrounding land is characterised as agricultural. The nearby coastal towns of Dongara and Port Denison are well known for their coastal communities, sand dunes and the towns are a gateway to the Mid-West wildflower country.

The village will provide accommodation to support the Lockyer gas operations plant. While only a small part of the overall project, the village is key to the success of the project, with a focus on providing a significant improvement in amenity for workers in the sector.

While this proposal has been designed to serve its primary purpose as a 'workers accommodation' village, the intent for the project is to maintain a new industry benchmark for this development typology. This project continues MinRes' commitment to providing excellent accommodation, outstanding food and beverage offerings and access to leisure and recreation facilities with a quality to rival inner-city corporate headquarters.



Figure 6: Perspective drawing of proposed operations village

The project proposes a restaurant lounge, café area, wellness facilities, activated outdoor landscaped space, recreation facilities, and a gym. Facility buildings are designed as high-quality modular construction to allow for reuse elsewhere and easy removal at the anticipated end of mining operations, allowing the site to be easily returned to its previous state and revegetated with local endemic plant species.

Climatic conditions and a regional location demand that buildings be constructed using robust, low maintenance, prefinished and readily available materials.

The proposed material palette is considered and restrained has been applied methodically all buildings and landscape to deliver a consistent, legible, and rational architectural response. The buildings are read as parts of a single, identifiable whole rather than a series of separate entities.

The proposed building arrangement has created a series of landscaped zones that allow for engagement, reflection, activity. The design team is conscious that occupancy levels on site will fluctuate depending on operations and maintenance, and it is important that the village feels open, welcome, safe and connected. The project gathers together amenity into functional clear zones – including public activity and service (main facility buildings), landscape (outdoor space) and sleeping and rest (accommodation pods).

The accommodation pods have similarly been designed with increased functionality and material quality. Equipped with a kitchenette, lounge room, queen sized beds and inbuilt laundry, each accommodation pod provides a level of comfort and amenity not seen in the mining industry. Internal materials have been selected to appear lighter and brighter but remain robust enough to withstand the harsh environmental conditions and the rough and tumble of everyday use.

Accommodation pods are fully transportable steel framed units, installed onto stumps and footings on site and linked back into the pedestrian network via by raised walkways.

Considerable effort has been made to ensure that this development exceeds minimum level requirements in relation to sustainability. To be further tested and verified during design development, the project considers and values energy efficiency, water efficiency, material use, indoor environment quality, and urban water management.

The project design team previously worked with MinRes on a similar project typology (Onslow and Kens Bore Mining Resorts). When undertaking that work, the project team sought to better understand why developments of this typology often fail to provide users with an environment that fosters productivity, engagement and good mental health outcomes. They looked at existing transient workers accommodation villages in contrast to wellness retreat style getaways – interrogating the masterplans and accommodation offerings to establish a way forward for this proposal. The ambition for this project was to provide 'resort style' accommodation and facilities, planned in a way that was site specific, and operated in a way that was inclusive and welcoming.

The project recognises that users are likely to spend a significant portion of time at this site and, as such, the intent is to build community, ownership, and a sense of belonging. This is achieved through distinct accommodation zones, shared gathering spaces, connected landscape responses and the inclusion of site-wide recreation opportunities that promote health and well-being.

The development proposal also acknowledges that regional mining villages can be unsafe for workers. Recent publicised events on other sites are at the forefront of design considerations to ensure a safe environment for workers, guests and staff. To address this, the project aims to promote safety and security through clear visual connections throughout site and well defined, easily recognisable, well-lit entry points to all buildings. All pathways have at least two access routes, with no dead ends or blind spots.

From an aesthetic perspective, the project demonstrates a considered and logical response to site that is realised through a constrained use of material and form to ensure design clarity. Ably supported by a rigorous landscape design proposal, the development reinforces the unique natural environment by integrating materials, forms, and colours from the existing local context.

Landscaping

A landscaping plan has been prepared by Aspect Studios. The landscaping plan sets out the approach, materiality and planting proposed at the Operations Village. Proposed is an appropriate and restorative approach that considers the context of the development whilst being appreciative of the site. The proposed landscaping comprises the three main areas:

- Main Facilities
- Village Green
- Accommodation

Refer **Appendix 2**, Development Plans for a copy of the Landscaping Plan.

3.5.7 Temporary Construction Village

Provision is made for a temporary construction workforce accommodation facility to be located to the east of the operations village. It is not proposed as part of this development application and separate approval will be required.

3.5.8 Central Processing Facility – Access Roads

The central processing facility includes two access roads:

- A facility access road along the southern edge of the central processing facility site, linking Strawberry North-East Road to the east of the facility, and to internal existing farm tracks to the west of the facility.
- An access road linking the operations village (and temporary construction village) to the facility access road, along the western side of the central processing facility site.

The internal roads will provide all-weather access to the facility.

3.6 Operational aspects

3.6.1 Operations

The central processing facility will operate 24 hours a day, 7 days a week. Up to 20 permanent staff will be stationed at the facility as per operational requirements.

3.6.2 Health and Safety

Health and safety management, including process safety management is of paramount importance, given the hazards associated with the high pressure and combustible fluids being processed. An 'inherently safer' approach to hazard management is one that actively eliminates the hazards, or reduces their magnitude, severity, or likelihood of occurrence by careful attention to the fundamental design and layout of the facility. Adoption of safety in design and human factors principles to the design of plant and equipment, processes, interfaces, and tasks has been and will continue to be used to support achievement of the objectives of reducing risk to personnel (and the environment) at the Lockyer Gas Project.

The following hierarchy of risk management controls will be adopted, in order of preference, when selecting options to reduce risks:

- Elimination of risk by removing the hazard
- Substitution of a hazard with a less hazardous one
- Prevention of potential events
- Separation of people from the consequences of potential events
- Control of the magnitude and frequency of an event
- Mitigation of the impact of an event on people and the environment
- Emergency response and contingency planning.

Where required to mitigate risk, add-on safeguards shall be considered with an order of preference as follows:

- Passive safeguards, then active safeguards, then procedural controls.

3.7 Supporting information

3.7.1 Environment

The Lockyer Gas Project will be subject to environmental impact assessment and regulation under various environmental legislation, primarily the *Environmental Protection Act 1986*, *Petroleum and Geothermal Energy Resources (Environment) Regulations 2023* and *Petroleum Pipelines (Environment) Regulations 2023*. Environmental Plans will be developed to ensure construction, commissioning and operations are compliant with environmental legislative requirements and all other applicable regulatory approvals and permits.

Control measures for managing wastes, emissions, discharges, hazardous materials and clearing of native vegetation will be identified and management to ensure compliance with legislative requirements. Management controls will consider the following in order of priorities (either individually or in combination, where applicable):

1. Elimination

2. Reduction
3. Reuse/recycle
4. Treatment
5. Disposal

Refer **Appendix 9,** Environmental Report Summary.

3.7.2 Noise Attenuation

An Environmental Noise Assessment (**ENA**) was prepared in accordance with the *Environmental Protection (Noise) Regulations 1997*. The ENA notes the proposed development is only at the development application stage and much of the detailed design is yet to occur, however preliminary equipment sizing is completed and representative noise characteristics for major equipment, based on vendor provided information, was included. The ENA addresses the acoustic considerations in relation to noise emissions, noise separation, and noise intrusion.

The ENA assesses potential noise sources from the proposed development, and the assessment undertaken demonstrates that the predicted noise emitted from the proposal with recommended mitigation measures where required, will comply with the assigned levels determined in accordance with the *Environmental Protection (Noise) Regulations 1997*. Noise attenuation will be included on selected equipment, consistent with the assumptions in the ENA. Following commissioning of the facility a noise survey will be completed to ensure compliance with environmental regulations. Additional noise control can be installed to address any issues identified. It Is noted that all equipment proposed for use at the Lockyer Gas Facility is industry standard design, and the noise characteristics (used as input to the modelling) are well understood.

Refer **Appendix 7**, Environmental Noise Assessment.

3.7.3 Transport and Access

The Proponent has undertaken a detailed analysis of the access to the central processing facility as well as the surrounding road network. In accordance with the Main Roads WA (**MRWA**) Restricted Access Vehicles (**RAV**) Assessment Guidelines, the surrounding road network will be upgraded to cater for the additional traffic generated by the development.

Access to the central processing facility is subject to road upgrades that the Proponent is committed to. An approximate 470m long access road will be constructed between the central processing facility and Strawberry North-East Road within the existing unconstructed road reserve. Strawberry North-East Road, between the newly constructed access way and the Midland Road intersection (approximately 2km) will be sealed and widened to an 8m wide two-lane single carriageway. The Strawberry North-East Road / Midlands Road intersection will be upgraded to a simple right turn and basic left turn treatment. The intersection will also be widened to cater for RAV7 (20m) vehicles for the left in and left out movements.

Access to the wellhead sites will be via existing access points in a standard C-class vehicle.

Refer **Appendix 5** and **Appendix 6** for an Access Memorandum & Transport Impact Analysis demonstrating the proposed access arrangements will meet applicable design requirements and warrants.

3.7.4 Waste Management

A Waste Management Plan (**WMP**) has been prepared in support of the proposed development by Talis Consultants. The WMP considers estimation of general waste volumes and recommendations for appropriate collection, storage, handling and management of waste and recycling for the development. Further details regarding the storage and collection of waste will be provided during the assessment process.

Refer **Appendix 8**, Waste Management Plan.

3.7.5 Heritage

The Proponent has engaged with the Yamatji Southern Regional Corporation Ltd (**YSRC**) who act on behalf of the native title holders to implement appropriate cultural heritage management measures pursuant to the *Aboriginal Cultural Heritage Act 1972 (WA).*

Refer **Appendix 10**, Heritage Report Summary.

3.7.6 Visual Impact

A Visual Impact Assessment (**VIA**) has been prepared by prepared by Ecological Australia. The assessment comprises a view shed analysis and site assessment to determine the visual impact of the proposed development on the existing views from the surrounding landscape with particular consideration of sensitive receptors identified through stakeholder consultation and a desktop assessment.

The preliminary viewshed analysis indicates that while the proposed development may be visible at distance from a number of locations, the existing vegetation and topography largely shields the view of the bulk of the development.

Refer **Appendix 11**, Visual Impact Assessment Summary.

3.7.7 Bushfire

A portion of the central processing facility is located within a designated bushfire prone area in accordance with the Department of Fire and Emergency Services (**DFES**) Map of Bushfire Prone Areas.

Accordingly, a Bushfire Management Plan (**BMP**) has been prepared by Barrons Building Surveying to demonstrate appropriate bushfire risk management for the proposed central processing facility.

A BAL-LOW rating was identified for the majority of assets at the central processing facility, with the exception of northwest portion of the operations village with a BAL rating of BAL-12. The BMP therefore includes management measures for the operations village.

Refer **Appendix 12**, Bushfire Management Plan.

4 STRATEGIC PLANNING FRAMEWORK

4.1 State Planning Strategy 2050

State Planning Strategy 2050 is the highest-level strategic planning document for Western Australia. The State Planning Strategy provides a framework of planning principles, strategic goals and directions in response to anticipated planning and growth challenges.

Table 2 below provides comment on the applicable objectives and aspirations of the Strategy.

Table 2 - Applicable objectives of the State Planning Strategy 2050

Objective	Aspiration	Comment
Section 1.1 The Resources Economy		
To maintain and grow Western Australia as the destination of choice for responsible exploration of development resources.	*The State maintains support for exploration activity and resource development through informed land-use and policy decisions.*	MinRes is an ASX listed company with A$13 billion market capitalisation and a demonstrated world leader in the responsible exploration of development resources.
Section 2.3 Energy		
To enable secure, reliable, competitive and clean energy that meets the State's growing demand	*The use of offshore and onshore gas fields continues to reduce carbon emissions*	The proposed development will supply gas to meet the predicted shortfall in the domestic gas market, creating energy security, supporting decarbonisation, and reducing the cost of energy to consumers.

The proposed development is entirely consistent with the relevant objectives and aspirations of State Planning Strategy 2050.

4.2 Shire of Irwin Local Planning Strategy (2017)

The Shire's Local Planning Strategy was endorsed by WAPC in August 2017. The Strategy acts as a guide for the progressive development of the Shire.

Section 3.5 (Oil and Gas) of Part 1 of the Strategy states:

> *Onshore oil and gas opportunities exist within the Waitsia field of the Perth Basin and this source is located east of the Dongara townsite.*
>
> *Employment opportunities may be generated from the oil and gas industry in the longer term. While onshore oil and gas projects are yet to receive the necessary approvals, the Shire may need to consider if petroleum exploration and operations should be formalised in LPS No. 5 in terms of definitions, scheme provisions and associated guidance material. If required, the Shire can undertake a scheme amendment to update to incorporate these considerations.*

Similarly, section 2.5 (Economy) of Part 2 of the Strategy states:

> *Oil and gas exploration is also an emerging industry in the Shire of Irwin and broader region. There have been several major discoveries of recoverable quantities of oil and gas reserves in the local government area and surrounds over the past 10 years. One of these discoveries includes the Hovea Field (onshore) located 15kms south of Dongara. It is anticipated this field may have the potential to produce up to 5% of WA's total fuel needs over the coming years. There have also been offshore discoveries and confirmation of resources in the Perth Basin (south of Dongara).*
>
> *As the industry moves from exploration to production there will be many business and employment opportunities that will arise from these resource sector developments, particularly in the construction sector.*

Section 6.4 (Mining and Petroleum) of Part 2 of the Strategy states:

> *Mining and petroleum industries play an important economic role in the Mid West region and it is therefore necessary to adequately plan for and protect these industries where appropriate. There are a number of mining and petroleum operators that have an impact on the local economy, including basic raw material extraction operations such as Cockburn Cement to iron ore operations in the wider region.*
>
> *Mining operations provide for local employment and it is understood that a portion of the local workforce is employed by the local extraction industries. Travel access options to remote operations in the mid-west region are limited and could be improved to increase the accessibility for the local workforce.*

Section 6.4.1 of Part 2 of the Strategy relates to the extraction of gas, including by means of fracking – it is important to note the Lockyer Gas Project uses conventional extraction methods and fracking is not proposed:

> *Activities that operate under the* Petroleum and Geothermal Resources Act 1967 *(including fracking) need to comply with the regulatory requirements under the* Planning and Development Act 2005*, including local government planning administration powers under local planning schemes. Under the* Planning and Development Act 2005*, development approval is required for anything classified as 'development'. Therefore an application for planning (development) approval is required for petroleum exploration and operations activities.*
>
> *As there is no standard definition for petroleum activities or land uses (including fracking) within Shire's LPS No. 5, the Model Scheme Text nor the draft* Planning and Development (Local Planning Schemes) Regulations 2014*, these matters are dealt with as 'uses not listed' in LPS No. 5. This requires a planning application to be submitted to the local government following which the application would be required to be advertised in accordance with the requirements of LPS No. 5.*
>
> *The Shire needs to consider if petroleum exploration and operations should be formalised in LPS No. 5 in terms of definitions, scheme provisions and associated guidance material. If required, the Shire can undertake a scheme amendment to update to incorporate these considerations.*

The proposed development is clearly contemplated by the Strategy. Notwithstanding, petroleum activities and land uses are still not defined by the scheme, highlighting the disconnect between the vision for the Shire and the applicable statutory planning framework. Relatedly, the employment opportunities the proposed development will generate in construction and operation are consistent with the Strategy. The proposed development is estimated to create ~350 jobs during the construction phase from ~July 2024 and ~40 full-time site based staff once operational, with a preference for local residents.

Evidently, the proposed development is consistent with Shire's Local Planning Strategy and warrants approval accordingly.

4.3 Shire of Mingenew Local Planning Strategy (2006)

The Shire's Local Planning Strategy was endorsed in September 2006. The Strategy provides strategic guidance for the future development of the Shire.

The Strategy provides the following statements in part 4.1.1:

> *"The GSWA [Geological Survey of Western Australia] also advises that:*
>
> 1. *The western part of the Shire ... [is] highly prospective for petroleum. ...*
> 3. *There has been no reported mineral or petroleum production from the Shire in recent years.*
> 6. *Exploration for petroleum ... in the Shire is currently at a high level and should be encouraged on account of its economic and social benefits."*

Further, Section 8.15 of the Strategy notes the Department of Minerals and Energy had identified a mineral or gas discovery could mean new employment and infrastructure opportunities which should be factored into the Scheme review.

The Strategy not only identifies the development site as highly prospective for petroleum exploration but encourages its exploration noting the economic and social benefits. The proposed development is estimated to create up to 350 jobs during the construction phase from ~July 2024 and employ approximately 40 full-time site-based staff once operational, with a focus on local employment and skills.

5 STATUTORY PLANNING FRAMEWORK

5.1 Planning and Development Act 2005

The PD Act is the overarching legislation providing a system of land use planning and development in Western Australia and for related purposes. It provides for the making of planning instruments including state planning policies, region planning schemes, and local planning schemes, as well as establishing the WAPC with broad functions directed at regulating the State's planning system.

This development application is made under the special development application provisions for the COVID-19 pandemic in Part 17 of the PD Act. Pursuant to section 277(2) of the PD Act, an application determined by the WAPC under Part 17 has effect as if it had been made by a normal decision-maker under a planning scheme. This has the practical effect of negating the need to apply for and obtain development approval under a region or local planning scheme.

Section 275(6) of the PD Act sets out the matters the WAPC must have due regard to in considering and determining an application made under Part 17. Refer to **Table 3** for consideration of these matters.

Table 3 - Matters to be considered for an application made under Part 17 of the PD Act

Matters to be considered	Response
(a) the purpose and intent of any planning scheme that has effect in the locality to which the development application relates; and	Refer **sections 5.5, 5.6, and 5.7** of this report for consideration of the purpose and intent of the relevant planning schemes.
(b) the need to ensure the orderly and proper planning, and the preservation of amenity, of that locality; and	This report considers the strategic and statutory planning framework as a whole. On balance, the proposal to extract gas in this location has been recognised and supported by the State Planning Strategy 2050 and the local planning strategies that have been prepared by both local governments and adopted by the WAPC; refer **section 4** for consideration of the strategic planning framework. An orderly and proper planning assessment has been undertaken against the applicable planning framework as demonstrated in this report. The development preserves the amenity of the locality as is demonstrated throughout this report and the supporting technical appendices.
(c) the need to facilitate development in response to the economic effects of the COVID-19 pandemic; and	The economic benefit of the proposed development is multifaceted. Fundamentally, the project will help meet the predicted gas supply shortage forecast beyond 2029. It is helpful to consider the economic benefits of the project over two stages. The project has undergone significant research and development over the last year, requiring the contribution of hundreds of people. During construction, the development will employ up to 350 people during the construction phase from ~July 2024. Net spending over this period in WA in expected to total $465 million. The project has an operational lifespan of 20 years. The project will employ approximately 40 full-time staff with a focus on local labour and skills. Net spending over this period is expected to total $26.5 million with $5.8 million spent in the Mid-West Region alone. This excludes the estimated $820 million to be paid in royalties. Refer **Appendix 4** for the Economic Benefit Summary prepared in support of this application.

Matters to be considered	Response
(d) any relevant State planning policies and any other relevant policies of the Commission.	Refer section **5.4** and **section 5.5** for consideration of the relevant State planning policies and other WAPC policies.

The requirement for development approval does not apply to the construction and upgrade of public roads, being works which are exempt from requiring approval pursuant to section 6(1) of the Act.

5.2 Petroleum and Geothermal Energy Resources Act 1967

The development is of a type that falls within the ambit of the PGER Act. This Act does not contain any provisions relating to a development application, other than section 15(1) which provides that the rights under the exploration licence may be exercised on any land in the licence area *"notwithstanding the provisions of any other Act or law"*. However, section 15(1) is not being relied upon by the Proponent as amounting to an exemption from the need to obtain development approval under a planning scheme made under the PD Act.

5.3 State Planning Policies

The following State Planning Policies have been prepared under Part 3 of the PD Act and apply to the proposed development as documents for which due regard is to be given, except for those State Planning Policies that are to be read as part of the *Shire of Mingenew Scheme No. 4* (**Mingenew Scheme**) pursuant to section 77(2) of the PD Act thereby elevating those policy provisions to statute.

5.3.0 State Planning Policy 2.0 – Environment and Natural Resources

State Planning Policy 2.0 Environment and Natural Resources (**SPP 2.0**) applies State-wide; it has the following objectives:

- *to integrate environment and natural resource management with broader land use planning and decision-making;*
- *to protect, conserve and enhance the natural environment; and*
- *to promote and assist in the wise and sustainable use and management of natural resources.*

A Briefing Paper – Environmental Impact Assessment Overview provides an overview of the environmental impact assessment approach being undertaken by MinRes to facilitate the Project. MinRes anticipates referring the Project to the Environmental Protection Authority under Part IV of the *Environmental Protection Act 1986*, and it is expected environmental issues will be comprehensively addressed through that independent process. The Briefing Note provides a summary of the key environmental factors including water resources, air quality, soil and land quality, and biodiversity, and demonstrates the SPP 2.0 objective of protecting, conserving, and enhancing the natural environment is met.

Refer **Appendix 7** for the Environmental Impact Assessment Overview.

Section 5.7 of SPP 2.0 provides assessment criteria for petroleum resources:

> *Mineral resources, petroleum resources and basic raw materials are important natural resource assets and are a vital part of the economy, contributing 30% to Western Australia's gross domestic product. …*

The Western Australian Petroleum Industry accounts for a substantial portion of the State's earnings from resources development. Onshore gas fields and pipelines carrying gas to domestic markets, processing plants and other industrial sites, require protection in the form of setback distances and dedicated easements, that safeguard the infrastructure and the safety of local communities. The activities of the oil and gas industries are administered by the Department of Mineral and Petroleum Resources, using petroleum legislation and regulations.

…

Planning strategies, schemes and decision-making should:

(i) Identify and protect important and economic mineral resources to enable mineral exploration and mining in accordance with acceptable environmental standards.

(ii) Identify and protect important basic raw material resources and provide for their extraction and use in accordance with Statement of Planning Policy No. 10: Basic Raw Materials.

(iii) Support sequencing of uses where appropriate to maximise options and resultant benefits to community and the environment.

(iv) Have regard to the State Gravel Supply Strategy (1998), the draft Towards a State Lime Strategy (2001) and any other Government adopted basic raw material or mineral strategy, in considering proposals for the extraction of basic raw materials and mineral resources.

(v) Support, where possible, improved efficiencies in the production and consumption of mineral and basic raw material resources to ensure their availability for future environmental and human uses.

Per the above provisions, the applicable local planning strategies identify the gas fields and recognise their economic importance to the State.

Section 5.10 of SPP 2.0 relates to greenhouse gas emissions. It states:

There is widespread awareness of the need to increase the efficiency with which energy is used in Western Australia, including the need to reduce our reliance on energy produced from non-renewable resources such as fossil fuels. The primary objective is to reduce greenhouse gas emissions by means including (but not limited to) increasing energy efficiency, decreasing reliance on non-renewable fuels, and increasing usage of renewable energy sources.

The most recent National State of the Environment report recognises that Australians have a high per capita level of greenhouse emissions by world standards, increasing by 16.9% between 1990 and 1998.

Guided by the National Greenhouse Strategy (1998), the draft State Sustainability Strategy (2002), and the State greenhouse strategy currently being developed, planning can contribute to reducing the use of energy by the community through the design of urban settlements, promoting the use of alternative fuels and encouraging landscaping to provide energy efficient microclimates. Planning can also contribute to reductions in greenhouse gas emissions by reducing car dependency and encouraging the retention of vegetation and promoting revegetation in land use and development proposals.

Planning strategies, schemes and decision making should:

…

(iii) Support the use of alternative energy generation, including renewable energy, where appropriate.

The State's planning framework recognises gas as an alternative energy source to other sources with higher emissions such as coal. For instance, Section 2.3 Energy of the State Planning Strategy 2050 includes under the heading 'State challenges' *"Further development of offshore and onshore gas reserves can also provide a transition away from fossil fuels that have higher emissions, such as coal."* This is included as an aspiration in Table 11 of the State Planning Strategy 2050.

5.3.1 State Planning Policy 2.5 – Rural Planning

State Planning Policy 2.5 – Rural Planning (**SPP 2.5**) applies to all rural zoned land in Western Australia. The intent of SPP2.5 is to protect and preserve Rural zoned land, to ensure its economic, natural resource, food production, environmental and landscape values are maintained.

Pursuant to the Mingenew Scheme, SPP 2.5 is read as part of that Scheme.

Protection of rural land and land uses

Section 5.1 of SPP 2.5 provides measures for the protection of rural land and land uses. **Table 4** below provides an assessment of the proposal against the relevant provisions of SPP 2.5.

Table 4 - Assessment against Section 5.1 of SPP 2.5

Policy measure	Proposal
Requiring that land use change from rural to all other uses be planned and provided for in a planning strategy or scheme.	Both Shire's local planning strategies provide for the nature of the proposed development (onshore gas). There are also numerous state and local strategic planning documents which encourage the development of clean energy. The proposed development will not impact on the surrounding agricultural uses and the impact of the proposed development on the rural setting is considered negligible. The proposal is therefore appropriate for consideration and warrants approval.
Retaining land identified as priority agricultural land in a planning strategy or scheme for that purpose.	The development site is not identified for 'priority agricultural land'.
Ensuring retention and protection of rural land for biodiversity protection, natural resource management and protection of valued landscapes and views.	The proposed development is supported by visual and environmental assessments which demonstrate that no areas for biodiversity protection will be adversely impacted, and that negligible visual impact is experienced. Refer **Appendix 9** and **Appendix 11**, Environmental Impact Assessment Overview & Visual Impact Report Summary. This reporting will be expanded upon as the Project progresses.
Protecting land, resources and/or primary production activities through the State's land use planning framework.	The subject site is not identified for any particular resources or primary production activities under the planning framework.
Creating new rural lots only in accordance with the circumstances under which rural subdivision is intended in Development Control Policy 3.4: Subdivision of rural land.	No new rural lots or fragmentation of land will be created as a result of the proposed development.
Preventing the creation of new or smaller rural lots on an unplanned or ad-hoc basis, particularly for intensive or emerging primary production land uses.	

Policy measure	Proposal
Comprehensively planning for the introduction of sensitive land uses that may compromise existing, future and potential primary production on rural land.	The operations village relates wholly to the proposed development. No sensitive land uses are proposed as part of this application.
Accepting the impacts of well-managed primary production on rural amenity.	The proposed development does not negatively impact on the capability of primary production of any neighbouring rural lots.

Regional variation, economic opportunities and regional development

Section 5.5 of SPP 2.5 provides:

> *Western Australia is a large and diverse State with regional variations of climate, economic activity, cultural values, demographic characteristics and environmental conditions. The WAPC's decisions will be guided by the need to provide economic opportunities for rural communities and to protect the State's primary production and natural resource assets. WAPC policy is to:*
>
> *…*
>
> *(d) recognise the differing needs of the various regions, and consider regional variations where they meet the stated objectives of this policy and are supported in strategies and schemes.*

As identified in section 4 of this report, the State Planning Strategy 2050 and the relevant local planning strategies identify the locality's prospective onshore gas exploration and production capabilities, and the extraction and processing of gas is therefore a suitable use under section 5.5 of SPP 2.5.

Managing and improving environmental and landscape attributes

Section 5.10 of SPP2.5 relates to environmental and landscape attributes. A Visual Impact Assessment has been prepared in support of this application and details the proposed development is largely obscured from view by vegetation and due to the topography of the landscape.

Refer **Appendix 11** for the Visual Impact Assessment prepared in support of the development application.

Preventing and managing impacts in land use planning

Section 5.12 of SPP 2.5 relates to managing land use impacts. Clause 5.12.1(b) states:

> *where a development is proposed for a land use that may generate off-site impacts, there should be application of the separation distances used in environmental policy and health guidance, prescribed standards, accepted industry standards and/or Codes of Practice, followed by considering –*
>
> *(i) whether the site is capable of accommodating the land use; and/or*
>
> *(ii) whether surrounding rural land is suitable, and can be used to meet the separation distances between the nearest sensitive land use and/or zone, and would not limit future rural land uses; and*
>
> *(iii) whether if clauses (i) and/or (ii) are met, a statutory buffer is not required;*

Per section 3.4(f) of SPP 2.5, the applicable environmental policy guidance is the Environmental Protection Authority's (**EPA**) Environmental Protection Guidance Statement No. 3: Separation Distances between Industrial and Sensitive Land Uses (**GS3**) which provides guidance on recommended separation distances between many rural land uses and sensitive land uses. GS3 assists in the determination of land use buffers and planning decision-making.

Appendix 1 of GS3 provides generic separation distances between industrial and sensitive land uses, beyond which site-specific technical analysis is not required. The closest industry in Appendix 1 of GS3 to match the Lockyer Gas Project is the following:

Industry	Description of industry	DoE Licence or Registration category (*)	Key Government agencies for advice or approvals	Code of Practice (CoP) / environmental requirements	Impacts					Buffer distance in metres and qualifying notes
					Gaseous	Noise	Dust	Odour	Risk	
Oil or gas extraction from land or offshore	production from wells involving primary separation or treatment	√ (10)	DoIR, DPI		√	√		√	√	2000
Oil or gas production (other)	production of oil or gas, including gas reforming	√ (11)	DoIR		√	√		√	√	2000

The wells do not involve any primary separation or treatment of extracted gas. Accordingly, they are not subject to generic separation distances under GS3.

The central processing facility is approximately 1,700m northeast of an existing residence at 25116 Midlands Road, Mount Horner. Accordingly, consideration and of the identified risk and their management is given below.

Notwithstanding, having regard for the assessment provided in **Table 4**, the proposed amendment is consistent with SPP2.5 and accordingly warrants approval.

Gas Releases

The main risk introduced by the Lockyer gas facilities is a loss of containment of the processed hydrocarbons resulting in a gas release.

The Lockyer facilities will be designed to comply with Australian Standards, or where Australian Standards are unavailable, international standards widely in use within the oil and gas industry. All equipment and processes used within the facility are industry standard, and no new or novel technology is proposed.

As part of the licensing and regulation of the facility, MinRes is required to develop the Lockyer Gas Facility Safety Case, which will be approved by the regulator, the WA Department of Energy, Mines, Industry Regulation and Safety.

A formal safety assessment will be completed by MinRes to support the safety case. The safety assessment will look at all major accident (hydrocarbon release) scenarios and will include potential events that originate within the site that could have an impact beyond the site boundaries. The formal safety assessment will include a gas release and dispersion analysis which will model credible gas releases from the site (based on industry accepted modelling) and define the extent of any gas clouds that may form in the event of a release.

Systematic risk analysis has not identified any scenarios that are expected to impact stakeholders or the environment external to the sites. The facilities design and location of the central processing facility within the overall site will ensure that any potentially released gas cloud is fully contained within the immediate vicinity of the plant, and wholly within the site, prior to being naturally dispersed to below flammability or toxicity limits. The gas processed at the Lockyer Gas Project is less dense than air and will not settle at ground level. There are no toxic or noxious gases normally released from the facilities.

The Lockyer facilities will include gas detection to provide early notification of any leaks, and trigger activation of the automated safety system responses, including shutdown of all production and blowdown of the facilities (via the emergency flare system) to remove pressurised hydrocarbons from equipment.

The Lockyer Gas Project facilities are designed to meet industry best practice. All hydrocarbon streams are fully contained within suitably pressure rated piping and equipment, and there are no continuously vented hydrocarbon gas streams associated with the Lockyer facilities. All waste gas streams are incinerated or flared to ensure that hydrocarbons are fully combusted and present no flammable, air quality or health risks.

Air Quality / Air Emissions

Air dispersion modelling from the proposed operations was undertaken to assess the potential air quality impacts of atmospheric emissions from the Project. This considered expected pollutants from the Lockyer facilities based on the equipment types and sizes specified for the central processing facility, in conjunction with other regional emission sources.

The air dispersion modelling compared the predicted total ground level concentrations of pollutants at sensitive receptor locations against the relevant ambient air quality criteria defined by the WA Department of Water and Environmental Regulation, supplemented by the National Environment Protection Ambient Air Quality Measure 2016, including revised limits for NO_2 introduced in 2021.

The air dispersion modelling predicted cumulative ground level concentrations for all air pollutants will be below the corresponding ambient air quality and workplace exposure standard criteria at all sensitive receptor locations. The pollutant that most closely approached the guideline was the annual average for $PM_{2.5}$, however this was a function of the assumed regional background concentrations, and the contribution from the Lockyer plant to the predicted concentrations was considered negligible.

The house at 25116 Midlands Road is the closest sensitive receptor to the Lockyer gas facilities.

Noise

The Lockyer Gas Project facilities will be designed to meet occupational health noise exposure limits as well as environmental external receptor noise emission limits. Noise studies have been conducted for the central processing facility, specific to the location of the gas plant and considering the location of noise generating equipment, noise emissions from individual equipment, and the location of sensitive receptors in the surrounding environment.

The predicted noise levels at all sensitive receptors comply with regulatory limits.

Noise emissions at 25116 Midlands Road, an occupied property within the same landholding as the central processing facility facilities, are predicted to be 35 dB(A), consistent with the overnight allowable limit for the10%-time exceedance level. Noise levels at this location for the 1% exceedance level are predicted to be 39dB(A), which is 4dB(A) below the allowable limit. It should be noted the modelled noise predictions are considered conservative, having used worst case meteorological and ground absorption conditions, as well as assuming all equipment in the facility is operating simultaneously.

Following commencement of operations, a noise survey will be conducted to demonstrate the facility equipment meets the noise limits guaranteed by equipment vendors and noise emissions are consistent with the modelled predictions. Engineering controls (e.g., insulation or enclosures) will be used to treat selected equipment if required.

Refer **Appendix 7** for the Environmental Noise Assessment prepared for this application.

Odour

Odours from the Lockyer facilities are considered highly unlikely to impact areas outside the sites.

Hydrocarbon gas and liquids processed by the Lockyer central processing facility facilities are fully contained within enclosed piping and vessels. The drainage system is designed to contain any spills in the immediate vicinity to allow immediate clean up. Segregated drains will be installed to ensure there is no potential cross contamination from the facility drains to the stormwater runoff, which will be allowed to flow as unimpeded as possible. Chemicals, greases, and other lubricants required to support operations will be stored in closed containers.

Wastewater from the facility (excluding black and grey water) will be routed to evaporation ponds for disposal. Some local odours may be experienced occasionally from the evaporation ponds, however the process wastewater will be highly treated to remove hydrocarbons (to less than ~15 mg/L) prior to discharge, minimising this risk. The evaporation ponds are designed to allow clean out of any solid materials that may accumulate.

Sewage and grey water will be treated in a health department approved sewage treatment system. Any solid wastes associated with this system will be periodically removed off site by a licensed specialist contractor, for disposal in a licensed facility. Treated liquids from the sewage treatment system will be dispersed on-site using a dedicated spray field area. The proposed system is consistent with MinRes' designs for other facilities in operation.

At the wellheads, all gas and chemical injection systems are fully enclosed in suitably rated piping or vessels, and there are no continuous releases to the environment. Wellhead facilities are powered via a combination of solar with batteries and pressurised air.

In light of the above, the existing house at 25116 Midlands Road will not be impacted by off-site emissions or risk from the central processing facility and the proposal therefore meets the requirements for managing land use impacts under SPP 2.5.

5.3.2 State Planning Policy 2.7 - Public Drinking Water Source

One of the objectives of State Planning Policy 2.7 – Public Drinking Water (**SPP2.7**) is to *"ensure that land use and development within public drinking water source areas is compatible with the protection and long-term management of water resources for public water supply."*

Pursuant to the Mingenew Scheme, SPP 2.7 is read as part of that Scheme.

The proposed development is not in or near any public drinking water source areas.

5.3.3 Draft State Planning Policy 2.9 - Water, and Government Sewerage Policy (2019)

Draft State Planning Policy 2.9 Water (**SPP2.9**) and the Government Sewerage Policy (2019) both intend to preserve and protect water resources as well as public health and amenity.

Whilst SPP2.9 provides guidance to the decision making of development applications that affect water bodies and sources, the Government Sewerage Policy (2019) details the minimum requirements for on-site sewerage disposal. It is intended the proposed development will utilise potable ground water and provide an on-site sewerage treatment system. Before proceeding with either, the Proponent will obtain the relevant permits required and in strict accordance with the relevant policies.

5.3.4 State Planning Policy 3.6 – Infrastructure Contributions

State Planning Policy 3.6 – Infrastructure Contributions (**SPP 3.6**) provides that a decision maker can impose infrastructure contributions as part of the development application process if they can demonstrate there is both a need and nexus, and other principles of SPP 3.6 are met. Pursuant to the Mingenew Scheme, SPP 3.6 is read as part of that Scheme.

The Proponent is committed to upgrades on both Strawberry North-East Road and Midland Road following consultation with the Shire of Irwin and Main Roads.

Strawberry North East Road Upgrades

Proposed is the construction of an approximately 400m long and 8m wide access road, connecting the central processing facility to Strawberry North-East Road within an existing 20m wide road reserve. Similarly, proposed is upgrading Strawberry North-East Road between the aforementioned access road and Midland Road to a sealed 8m wide road, consistent with MRWA RAV Guidelines.

Refer **Appendix 5**, Access Memorandum.

Midlands Road

Proposed is to upgrade the existing Strawberry North-East Road / Midlands Road intersection to a simple right turn and basic left turn treatment. The intersection will also be widened to cater for RAV7 (20m) vehicles for the left in and left out movements.

Refer **Appendix 6**, Transport Impact Assessment.

5.3.5 State Planning Policy 3.7 – Planning in Bushfire Prone Areas

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (**SPP 3.7**) seeks to implement effective, risk-based land use planning and development to preserve life and reduce the impact of bushfires on property and infrastructure.

Sections of the central processing facility site are identified as being 'bushfire prone' by DFES. Accordingly, the proposed development is required to comply with the relevant policy measures of SPP3.7 and associated documents.

To this end, a Bushfire Attack Level (**BAL**) assessment has been undertaken to determine the potential bushfire risk on the proposed development.

The BAL assessment evaluates vegetation within 150m of the subject site and determines a BAL rating for the central processing facility. All of the specialised equipment as well as the administrative buildings are located within areas determined to be BAL-LOW. The operations village has been partially determined to have a BAL rating of BAL-12.5 in the northwest corner. Due to the BAL rating and in applying the precautionary principle, a BMP has been prepared in support of this application.

The assessment considers the bushfire impacts associated with the proposed redevelopment and demonstrates the proposal will comply with the SPP3.7, subject to the implementations outlined within the BMP and summarised below as:

- Asset protection zone to be placed and maintained on the western and northern side of the internal access roadways to the operations village to no less than 25m off the centre line of the roadway.
- Dedicated fire services system to be provided for the proposed development on Lot 3558 or Lot 3561, accessed for fire-fighting purposes only and constructed in agreement with DFES operation requirements guidelines and local government.

Refer to **Appendix 12**, Bushfire Management Plan.

5.3.6 State Planning Policy 7.0 - Design of the Built Environment

State Planning Policy No.7.0 – Design of the Built Environment (**SPP 7.0**) is the lead policy that elevates the importance of design quality, and sets out the principles, processes and considerations which apply to the design of the built environment in Western Australia, across all levels of planning and development.

SPP 7.0 establishes a set of ten 'design principles', providing a consistent framework to guide the design, review and decision-making process for planning proposals.

A design statement has been provided for the operations village addressing the ten design principles. Refer section 3.5.6.

Consistent with WAPC decisions on similar proposals, an independent design review of the proposed development is not necessary given the site's isolation and that its industrial design was appropriate for its intended function.

5.4 Other WAPC policies

5.4.1 Position Statement: Workforce Accommodation

The WAPC's Position Statement: Workforce Accommodation (**PSWA**) has been prepared by the WAPC to assist users of the planning system in understanding the land use planning considerations for workforce accommodation. One of its purposes is to outline the development requirements for workforce accommodation under the PD Act and associated regulation. The PSWA's position statement is:

> *Where practicable, workforce accommodation should be provided in established towns, in locations suitable to its context, to facilitate their ongoing sustainability. Planning and development of workforce accommodation should be consistent with local planning strategies and schemes, except where the Mining Act 1978 and State Agreement Acts prevail.*

In this regard, it is critical that the operational village is located at the central processing facility site, given the relatively small number of staff compared to the scale of the facilities operation. Having staff located at the central processing facility manages risk in the facilities operation and in the event of an incident.

Notably, the Shire of Irwin Local Planning Strategy and Irwin Scheme do not have specific provisions on the location or design of workforce accommodation facilities.

The PSWA includes a table summarising parameters that planning decision-makers can and cannot have regard to when considering proposals for workforce accommodation:

Table 5 - Extract from WAPC's Position Statement: Workforce Accommodation - planning decision-makers can:

Control	*Not control*
1. Where a planning application is required, the terms of an approval related to: *(a) timeframe* *(b) setbacks* *(c) landscaping* *(d) parking and access* *(e) location and appearance of buildings* *(f) integration with surrounding areas any other land use planning matters relevant to the site.* *(2) Where a planning application is required, the ability to approve/refuse a proposal considering local planning scheme requirements.*	*1. Any matters specified by a State Agreement Act.* *2. The issuing of a mining tenement made under the Mining Act 1978 – which can include a general purpose lease for 'any other purpose directly connected with mining operations' (may be located in a townsite).* *3. That workforce accommodation needs to be met by permanent accommodation rather than 'villages'.* *4. That workforce accommodation be located in a town rather than a mine-site.* *5. Whether the land for workforce accommodation is owned by the Crown or held in fee simple.* *6. Requirements for 'community contributions' by workforce accommodation proponents.*

Control	*Not control*
	7. Requirements for workforce accommodation to achieve 'legacy benefits'.

The proposed operational workforce accommodation facility has been designed to a high standard, consistent with contemporary facilities and in line with other MinRes accommodation facilities. It therefore warrants approval.

5.5 Shire of Irwin Local Planning Scheme No. 5

The *Shire of Irwin Scheme No. 5* (**Irwin Scheme**) is a local planning scheme prepared under the PD Act which applies to the local government district of the Shire of Irwin as shown on the Scheme map, and which therefore applies to the proposed central processing facility.

The provisions of the Irwin Scheme are supplemented by the deemed provisions contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Refer **section 5.7** for the applicable deemed provisions. Where a deemed provision is inconsistent with a provision of the Irwin Scheme, the deemed provision prevails to the extent of the inconsistency.

5.5.1 Aims

Aims of the Irwin Scheme include:

d) to assist employment and economic growth by facilitating the timely provision of suitable land for retail, commercial, industrial, entertainment and tourist developments as well as providing opportunities for home based employment;

f) to promote the sustainable use of rural land for agricultural purposes whilst accommodating other rural activities;

g) to protect and enhance the environmental values and natural inland and coastal resources of the Scheme area and to promote ecologically sustainable land use and development; and

h) to safeguard and enhance the character and amenity of the built and natural environment of the Scheme area.

The proposed development is estimated to create up to 350 jobs during the construction phase from ~July 2024 and approximately 40 permanent staff once operational, with a focus on local employment and skills. It is expected the proposed development will have a negligible impact on rural activities occurring in the area both during construction and operation. A detailed operational management plan will be prepared during the detailed design stage to ensure this. Further, technical reporting completed in support of the proposal includes environmental and visual impact reporting detailed in **section 3.9** and **3.11**, respectively.

Ultimately, the proposed development is considered generally consistent with the aims of LPS5 and warrants approval accordingly.

5.5.2 Zoning

The land upon which the central processing facility is proposed is zoned General Farming. An assessment of the proposed development against the objectives for the General Farming zone is provided in **Table 6**.

Table 6 - Objectives of the General Farming zone

Objective	Comment
a) To provide for rights of vehicular access, unfettered as to time, location and circumstance, to any land subject of a planning approval.	Refer **section 3.6** for consideration of access and servicing. The Proponent has committed to road upgrades as part of the proposed development.
b) To ensure the preservation of the rural character and rural appearance of land within the zone.	Refer **section 3.11** for consideration of the visual impact of the proposed development. A Visual Impact Assessment has been completed demonstrating a negligible impact on the appearance of the land by the proposed development. Operational management plans developed as part of the detailed design stage will ensure the operations of the proposed development do not impact the rural character of the area.
c) To protect the economic viability of agricultural production via support only for subdivision or boundary relocation which retains or results in lot or location sizes which facilitate ongoing agricultural activity.	No subdivision is proposed as part of this application.
d)To preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any planning approval issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna.	Refer to **section 3.9** for consideration of the environment. It should be noted that all environmental risks will be assessed and managed pursuant to the *Environmental Protection Act 1986.* A formal Environmental Impact Assessment will be submitted via Part IV Section 38 referral to the EPA. Formal submission is planned for January 2024. The majority of the subject site is already cleared. Minimal clearing of native vegetation is proposed. Any clearing will be subject to clearing permits, separate to this application. Refer to **section 3.5** for consideration of the landscaping proposed at the Operational Village.
e) To ensure that natural drainage patterns/catchments throughout the Shire are paid regard to, via the appropriate location of man-made drainage networks.	A Stormwater Management Plan (**SWMP**) will be prepared as part of the detailed design stage. The SWMP will consider natural drainage patters and catchments appropriately locate any man-made drainage systems required.
f) To limit the number of dwellings to one per lot, unless for specific farm operation purposes, to discourage fragmentation or rural living use of agricultural land.	There are no existing dwellings on Lot 3561. The Operational Village is the only habitable compound located on Lot 3561.

The proposed development is consistent with the objectives of the General Farming zone and warrants approval accordingly.

5.5.3 Land Use Permissibility

Land use permissibility is set out in the Zoning Table of the Irwin Scheme. Clause 4.4.1 provides that where a specific use is defined, it is excluded from general terms used to describe other uses. And clause 4.4.2 provides for the circumstances where a use does not fall under any of the defined use classes listed in the Zoning Table.

While the Shire of Irwin Local Planning Strategy provided that onshore gas extraction should be formalised in the Irwin Scheme in terms of definitions, Scheme provisions and associated guidance material, it appears that has not happened and there is no specific use class listed in the Zoning Table relevant to the processing of gas and incidental accommodation of the operational workforce. It is likely, therefore, the processing of gas falls under the use class of 'industry – general, defined as:

> ***Industry-general:*** *means an industry other than a cottage, extractive, light, mining, rural, or service industry.*

The Scheme definition of 'industry' is:

> ***Industry:*** *means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes premises on the same land used for:-*
>
> *a) the storage of goods;*
>
> *b) the work of administration or accounting;*
>
> *c) the selling of goods by wholesale or retail; or*
>
> *d) the provision of amenities for employees,*
>
> *incidental to any of those industrial operations.*

Industry – general is an '**X**' prohibited use in the General Farming zone. Accordingly, approval relies on discretion being exercised under Part 17 of the PD Act. In this regard, it is considered the proposed use is appropriate having regard to the strategic planning framework and the provisions of SPP 2.0 which identify and promote the protection of onshore gas extraction and processing in the locality.

5.5.4 Development Standards and Requirements

The following development standards apply to the central processing facility under the Irwin Scheme.

Table 7 - Irwin Scheme development standards

Clause	Provided / Comment	Compliance
5.8 Car parking standards		
5.8.1 The number of onsite car parking bays to be provided for specified developments shall be in accordance with clause 5.24. Where a car parking requirement is not specified for a particular development in clause 5.24 the local government shall determine the parking standard. The local government may also determine that a general car parking standard shall apply to a particular site or area irrespective of the development proposed in cases where it considers this to be appropriate.	There is no applicable minimum car parking rate for industry – general under clause 5.24.	✓
5.8.2 The design of off-street parking areas including parking for disabled shall be in accordance with Australian Standards Act AS 2890.1 or AS 2890.2 as amended from time to time. Car parking areas shall be constructed, marked, drained and thereafter maintained to the satisfaction of the local government.	Car parking bays will meet or exceed the minimum standard.	✓

Clause	Provided / Comment	Compliance
5.12 Waste disposal		
Land within the Scheme Area shall not be used for the purpose of storage or disposal of vehicle bodies, rubbish or industrial wastes (whether liquid or solid) without the written approval of the local government.	The Proponent will obtain all the necessary approvals prior to operation of the facility.	✓
5.14 Screening of development storage areas		
The owner of land on which there is stored, stacked or allowed to remain any materials which in the local governments opinion detract from the amenity of the area shall completely screen the said materials from adjoining properties and from streets in a manner specified by and to the satisfaction of the local government, by means of walls, fences, hedges or shrubs.	The subject site is remote and located approximately 1km from Strawberry North East Road, 2km from Midlands Road and 3km from Burma Road. As required, storage areas can be screened from view.	✓
5.15 Development of land without constructed road frontage		
Notwithstanding any other provisions of the Scheme, the local government's Planning Approval is required for the development of land abutting an unconstructed Crown road reserve or a lot which does not have frontage to a Crown road reserve. *In considering such an application, the local government may:-* *a) refuse the application until the road has been constructed or access by means of a constructed road is provided; or* *b) grant approval to the application subject to a condition requiring the applicant to pay a sum of money in or towards the cost of constructing the road or part thereof and any other condition it considers fit to impose; or* *c) require other legal arrangements are made for permanent access, to the satisfaction of the local government.*	Refer to **section 3.6** for consideration of access and servicing. The Proponent has agreed to upgrade the existing road network as part of the proposed development. This includes construction of an access road within an existing 20m wide Road Reserve (Land ID Number 3727386).	✓
5.20 Building height		
Except within the Residential zone, the maximum permissible height of any building shall be 10m, measured from natural (existing) ground level immediately below that point.	The central processing facility comprises a combination of highly specialised equipment and structures that are designed as per operational requirements. Infrastructure proposed to be constructed within the central processing facility include: • Amine regeneration system (18 m high) • Amine contractor tower (18 m high) • Still column tank (18 m high) • Thermal oxidiser (39.6 m high) • HP/LP flare (69.7 m high) • Other infrastructure (average 5 m high). Refer **Appendix 11** for consideration of the visual impact of the development which has been determined to be negligible.	VARIATION

Clause	Provided / Comment	Compliance
5.21 Flora preservation and planting		
5.23.1 No natural vegetation shall be cleared from any crown reservation or removed from any road reservation in the Shire whether or not such reservation has been developed with a constructed roadway, without the written approval of local government and/or any other responsible authority.	The relevant clearing permits will be obtained prior to any clearing of native vegetation.	✓
5.23.2 In considering any rezoning or development proposal in any zone specified on the Scheme Map, local government may at its discretion unless otherwise specified in the provisions of the Scheme, require the preservation and or planting of flora as a condition of rezoning and or planning approval.	Noted. Refer **section 3.5** for consideration of the landscaping proposed in association with the Operational Village.	✓
5.23.3 Areas of flora preservation and planting required by Clauses 5.23.1 and 5.23.2 may constitute all or part of the minimum landscaping requirement where such a requirement applies under the Scheme. Required areas of flora preservation and planting may exceed the minimum landscaping requirement.	Noted. Refer above.	✓
5.23.4 Within any area approved for flora preservation purposes as a condition of planning approval, no indigenous flora may be felled without the approval of local government, except: *a) where the flora is dead, diseased or dangerous; and* *b) for the purpose of a firebreak required by a Regulation or By-Law except that in order to preserve the amenity of the area local government may at its discretion vary the position of any required firebreak to avoid destruction of vegetation or due to the physical features of the subject land.*	Noted.	✓
5.23.5 The local government may, by notice served upon individual landowners or developers of land, require the preservation of groups and/or corridors of flora and thereafter no landowner shall cut, remove or otherwise destroy any such flora unless the local government rescinds the notice or orders.	Noted.	✓
5.23.6 Where any particular land is affected by the provisions of this Clause, the local government may impose a condition on a planning approval, or request a condition of subdivision approval, requiring a written undertaking that prospective purchasers will be advised of the provisions of the Scheme relating to flora preservation or planting.	Noted.	✓
5.24 Zone/use development table		
Min front boundary setback – 15m	>15m	✓
Min rear boundary setback – 15m	>15m	✓
Min side boundary setback – 5m	>5m	✓
Min car parking spaces – not specified	N/A	N/A
Min Landscaping % of site. -not specified	N/A	N/A

The proposed development is generally consistent with the development requirements of the General Farming zone. Where variation is sought, it is minor and supported by technical reporting that demonstrates there is no substantive impact created by the variation. The proposed development therefore warrants approval accordingly.

5.6 Shire of Mingenew Local Planning Scheme No. 4

The Mingenew Scheme is a local planning scheme prepared under the PD Act which applies to the local government district of the Shire of Mingenew as shown on the Scheme map, and which therefore applies to the proposed gas extraction wells.

The provisions of the Mingenew Scheme are supplemented by the deemed provisions contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Refer **section 5.7** for the applicable deemed provisions. Where a deemed provision is inconsistent with a provision of the Mingenew Scheme, the deemed provision prevails to the extent of the inconsistency.

5.6.1 Aims

Aims of the Mingenew Scheme include:

(e) to ensure the protection of agricultural land by discouraging land uses and developments that may detract from the principle function of the land while maintaining opportunities for innovations in agriculture to establish within the Shire; and

(f) to facilitate and promote mining, including any subsequent and related land uses and developments that are required as a result;

The proposed development will be supported by operational management plans and practises that ensure the protection of the surrounding the agricultural land from the facilities operation. The wellheads are essential to the extraction and export of natural gas in the Shire.

5.6.2 Zoning

The land upon which the wellheads are proposed is zoned General Farming. An assessment of the proposed development against the objectives for the General Farming zone is provided in **Table 8**.

Table 8 - Objectives of the Rural zone

Objective	Comment
To provide for the maintenance or enhancement of specific local rural character.	A Visual Impact Assessment has been completed demonstrating a negligible impact on the appearance of the land by the proposed development. Operational management plans developed as part of the detailed design stage will ensure the operations of the proposed development do not impact the rural character of the area. Refer **Appendix 11** for the Visual Impact Assessment Summary.
To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.	The proposed central processing facility occupies but a fraction of the area to which the exploration permit applies. The central processing facility will be supported by operational management plans and practices that ensure there is no substantive impact to broadacre agricultural uses by the facilities operation. The proposed development is considered compatible.

Objective	Comment
To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.	Refer to **section 3.9** for consideration of the environment. It should be noted that all environmental risks will be assessed and managed pursuant to the *Environmental Protection Act 1986.* A formal Environmental Impact Assessment will be submitted via Part IV Section 38 referral to the EPA. Formal submission is planned for January 2024. Any clearing will be subject to clearing permits, separate to this application.
To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.	No sensitive land uses are proposed.
To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.	Refer to **section 3.3** for consideration of the economic benefit of the proposed development. The central processing facility is demonstrated to be compatible with the surrounding rural land uses throughout this report. Further, several technical reports have been prepared in support of this application demonstrating that related impacts such as waste, traffic, environmental and visual can be effectively managed.

The proposed development is consistent with the objectives of the Rural zone and warrants approval accordingly.

5.6.3 Land Use Permissibility

Land use permissibility is set out in the Zoning Table of the Mingenew Scheme. Clause 18(3) provides that where a specific use is defined, it is excluded from general terms used to describe other uses.

The Zoning Table does not contain a use class specific to the extraction of gas. It lists 'industry' as a use class, defined by the Scheme as:

> ***industry*** *means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes –*
>
> *(a) the storage of goods;*
>
> *(b) the work of administration or accounting;*
>
> *(c) the selling of goods by wholesale or retail;*
>
> *(d) the provision of amenities for employees;*
>
> *(e) incidental purposes;*

The gas extraction wells extract gas from subsurface resources and transfers the extracted gas into pipelines which are fed into the central processing facility. The wells do not manufacture, dismantle, process, assemble, treat, test, service, maintain or repair the extracted gas. Accordingly, the gas extraction wells are not an 'industry' use under the Mingenew Scheme.

Clause 18(4) provides for the circumstances where a use does not fall under any of the defined use classes listed in the Zoning Table. It states:

> *The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -*
>
> *(a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
>
> *(b) determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
>
> *(c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

The gas extraction is a use consistent with the Rural zone objective, being a non-rural land use with a demonstrated economic benefit and being compatible with surrounding rural uses. It is therefore a permitted use per clause 18(4)(a) of the Mingenew Scheme.

5.6.4 Development Standards and Requirements

The following development standards apply to the wellheads under the Mingenew Scheme.

Table 9 - Mingenew Scheme development standards

Clause	Provided / Comment	Compliance
3. Rural zone		
2. In considering an application for development approval in the Rural zone, in addition to the matters outlined in Clause 67 of the deemed provisions the local government will have due regard for the following:	Refer to **section 5.7.2** for consideration of the matters outlined in clause 67 of the deemed provisions.	✓
(a) any sensitive or incompatible uses and how the application has addressed minimisation of potential environmental and health impacts through separation distances and other measures;	Refer **section 5.3.1** for consideration of managing land use impacts under SPP 2.5.	✓
(b) any wetland or remnant vegetation or other sensitive feature, and how the application has addressed the protection of the feature;	The wellheads are not located in proximity to any sensitive features and do not require the clearing of any native vegetation.	✓
(c) evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots;	The wellheads do not require a water supply.	N/A
(d) soil conditions, slope, soil type, rock, potential for water logging, foundation stability, and how the application has addressed these site characteristics; and	The Proponent has undertaken detailed site analysis pursuant to the relevant legislation.	✓
(e) proposals for treatment and disposal of waste products.	No waste treatment is proposed.	N/A

Clause	Provided / Comment	Compliance
5. Site development requirements		
1. Unless otherwise provided by the Scheme, development on all lots is subject to the setbacks, plot ratio and site coverage as outlined in Schedule 2:		
Min front setback – 30m	>30m	✓
Min rear setback – 20m	>20m	✓
Min side setback – 20m	>20m	✓
Landscaping % - N/A		N/A
6. Landscaping		
1. The landscaping requirement referred to in Schedule 2 means an open area designed, developed and maintained as garden planting and areas for pedestrian use. At the discretion of the local government, natural bushland, swimming pools and areas under covered ways may be included within the landscaped area.	N/A	N/A
7. Building height		
1. The maximum height limit for buildings and structures above natural ground level irrespective of whether or not development approval is required is 10m. *2. Notwithstanding clause 7.1, the local government may, after following the advertising procedures set out at clause 64 of the deemed provisions, permit the construction of buildings or structures in excess of the height limit specified where it is satisfied:* *(a) site constraints are such as to prevent the construction of a building or structure within height limits; or* *(b) additional height is critical to the function and operation of the proposed building or structure; and* *(c) the building or structure will be in harmony with the general character of buildings in the locality; and* *(d) the building or structure will not adversely affect the beauty, character, quality of environment or the townscape generally; and* *(e) the building or structure will maintain a satisfactory relationship to the boundaries of the lot on which it is to be constructed and relates generally to the siting, design and aspect of buildings on other nearby lots;* *(f) the building or structure will not impair the amenity or development of adjoining lots.* *3. For the purpose of clause 7.1, a building or structure does not include reference to a chimney, mast, satellite dish (not exceeding a diameter of 4 metres), pole, wind turbine or signal receiving or transmitting tower provided that the structure or facility is designed, sited and/or treated so as not to detract from the visual amenity of the locality.*	The tallest wellhead structure is 6.728m in height.	✓

Clause	Provided / Comment	Compliance
8. Car parking and servicing		
2. Where land is proposed to be developed as a use not listed in Schedule 3, the number of parking spaces required is to be determined by the local government having due regard to: *(a) the nature of the proposed development;* *(b) the number of employees or others likely to be employed or engaged in the use of the land;* *(c) the anticipated demand for visitor parking; and* *(d) the orderly, proper and sustainable planning of the area.*	No parking is proposed at wellhead sites. Visits to the wellheads will be infrequent as they are monitored remotely. It is reasonable for vehicles to park alongside the wellheads, given they are located on land that has already been cleared.	✓
13. Amenity		
1. No lot, building or appliance shall be used in such a manner as to permit the escape of smoke, dust, fumes, odour, noise, vibration or waste products in such quantity or extend in such manner as to create or to be a nuisance to any inhabitant of the surrounding neighbourhood or to traffic or persons using roads in the vicinity.	The wellheads do not emit any pollutants.	✓
15. Development of land abutting an unconstructed road		
1. In considering any development application for the development of land abutting an unconstructed road reserve, the local government shall either: *(a) refuse the application until the road has been constructed or direct access to a constructed road is provided; or* *(b) grant approval subject to a condition requiring the applicant to contribute to the full or partial cost of constructing the road as determined by the local government and impose any other conditions it considers necessary; or* *(c) require other legal arrangements to be made for permanent legal access to the satisfaction of the local government.*	All wellheads are accessible from constructed roads.	✓

The proposed wellheads are entirely consistent with the development requirements of the Rural zone. The proposed development therefore warrants approval accordingly.

5.7 Deemed Provisions

The deemed provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* apply as if they are incorporated into both the Irwin Scheme and Mingenew Scheme.

5.7.1 Bushfire Risk Management

Part 10A of the deemed provisions applies to proposals for habitable buildings in a bushfire prone area.

Refer **Appendix 12** for the BMP providing a BAL contour map as required by Part 10A.

5.7.2 Matters to be Considered

Clause 67(2) of the Deemed Provisions sets out the matters for which due regard is to be given when considering a development application. Refer **Table 10** below for an assessment of the relevant matters.

Table 10 - Matters to be considered

Matter to be considered	Provided
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	Refer **section 5.5** and **5.6** for consideration of the applicable Schemes.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;	No planning instruments relevant to the proposal are being seriously considered.
(c) any approved State planning policy	Refer **section 5.3** for consideration of the applicable State Planning Policies
(d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d)	Refer **section 5.3.1** for consideration of the EPA's Environmental Protection Guidance Statement No. 3: Separation Distances between Industrial and Sensitive Land Uses.
(e) any policy of the Commission	Refer **section 5.4.1** for consideration of The WAPC's Position Statement: Workforce Accommodation.
(f) any policy of the State	Refer **section 5.3.3** for consideration of the Government Sewerage Policy (2019).
(fa) any local planning strategy for this Scheme endorsed by the Commission	Refer **section 4.2** and **4.3** for consideration of the applicable local planning strategies.
(g) any local planning policy for the Scheme area;	Refer **section 5.8** for consideration of applicable local planning policies.
(h) any structure plan or local development plan that relates to the development	N/A
(i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015	N/A
(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	An access route is proposed in a road reserve that is not yet constructed.
(k) the built heritage conservation of any place that is of cultural significance	No built heritage of any significance is located in proximity to the proposed development.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;	The Proponent has undergone extensive consultation with key stakeholders, including the local community and traditional owners. Refer **section 1.3** which details the consultation completed and planned.
(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;*	The compatibility of the proposed development with its setting is detailed throughout this report. As discussed, the proposed development is consistent with the relevant planning strategies that allude to and envision natural gas exploration, production and export in the region. Further extensive technical reporting has been undertaken demonstrating the proposed developments has no substantive impact on the current landscape.

Matter to be considered	Provided
(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;*	Refer **section 3.9** for consideration of environmental impacts. As discussed, the proposed development is consistent with the relevant planning strategies that allude and envision the proposed development in the region. Relatedly, the Proponent has undertaken extensive stakeholder consultation to ensure the character of the region and locality is respected (refer **section 1.3**). The proposed development is expected to generate up to 350 jobs during construction and employ approximately 40 full-time site based staff once operational with a focus on local skills and employment (refer **section 3.3**).
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource	Refer **section 3.9** for consideration of environmental impacts.
(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;	Refer **section 3.5** which details the proposed landscaping associated with the Operational Village.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk	The Proponent has undertaken an extensive site analysis as per their own due diligence and pursuant to the relevant legislation.
(r) the suitability of the land for the development taking into account the possible risk to human health or safety	Refer **section 3.9** for consideration of environmental impacts. Operational management plans and practices will further ensure there is no risk to human health or safety.
(s) the adequacy of – *(i) the proposed means of access to and egress from the site; and* *(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*	Refer **section 3.6** for consideration of access and servicing.
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;	Refer **section 3.6** for consideration of access and servicing.
(u) the availability and adequacy for the development of the following – *(i) public transport services;* *(ii) public utility services;* *(iii) storage, management and collection of waste;* *(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);* *(v) access by older people and people with disability;*	Refer **section 3.8** for consideration of waste management.
(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;	The proposed development will not negate any community service whilst creating employment opportunities.

Matter to be considered	Provided
(w) the history of the site where the development is to be located;	The Yamatji people are the traditional owners of the subject site. Since colonisation, and particularly following the land grant scheme of 1886 to the Midland Railway Company of Western Australia and construction of the nearby portion of the Midland railway in August 1891 (with a siding at Strawberry), the locality has been developed for broadacre agriculture and pastoral grazing. The Proponent has engaged with both the traditional owners and business located in the region (refer **section 1.3**).
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;	The proposed development will create employment opportunities for the local and broader community.
(y) any submissions received on the application;	Any submissions received during advertising will be considered.
(za) the comments or submissions received from any authority consulted under clause 66;	Any submissions received pursuant to clause 66 will be considered.
(zb) any other planning consideration the local government considers appropriate.	Refer **Table 9** for additional considerations of the Mingenew Scheme for the Rural zone that are in addition to clause 67(2).

5.8 Local Planning Policies

5.8.1 Shire of Irwin Local Planning Policy for Developer Contributions for Upgrades to Roads and Footpaths

The purpose of the Shire of Irwin's Local Planning Policy: Developer Contributions for Upgrades to Roads and Footpaths (**Developer Contributions LPP**) is to provide clear and consistent advice on the local government's expectations for road and footpath upgrading. It provides that where there is an identified nexus between the requirements for a road and/or footpath upgrade and the proposal, all applications for development approval made will be subject to the provisions of this policy. Relevant policy provisions include:

5. *When determining a development application, if in the opinion of the local government the development generates the requirement for a road and/or footpath upgrade, a financial contribution must be made by the developer towards the upgrading of the road and/or footpath network.*

6. *Contributions towards the upgrading of the road and footpath network will be based on the standards contained in Schedule 1 of this Policy. The standards and costs will be reviewed periodically in the local government's Schedule of Fees and Charges. Where a secondary street exists, the local government reserves the right to seek a contribution for the secondary street in addition to the primary street frontage, where it is considered that the traffic movements and existing rights of entry warrant such a contribution.*

Schedule 1 of the Developer Contributions LPP provides a formula for the development contribution rate for roads.

The proposed central processing facility requires the upgrading of Strawberry North-East Road between Midlands Road and the facility's entrance road – a distance of approximately 1,980m, and the construction of a new entrance road within an unconstructed road reserve – a distance of approximately 470m, and the upgrades of intersections to facilitate turning movements for vehicles accessing the facility. The Proponent intends to upgrade and construct the roads at their cost.

6 CONCLUSION

This application seeks approval for the development of a conventional gas processing facility and associated wellheads.

In summary, the proposal warrants approval for the following reasons:

- The proposed facility will supply gas to meet the critical shortfall forecast in the domestic gas market.
- The proposed development will deliver a use which is entirely suitable within the context of the region and permits held by the Proponent.
- The proposed development will generate substantial wealth for the State and create hundreds of jobs during conception, construction, and operation.
- The proposed development is designed to a high standard and will have a negligible impact on the local landscape and environment.

Having regard to the above, the proposal clearly demonstrates the suitability of the proposed development for the development site. Accordingly, it is appropriate for the WAPC to grant approval to the proposed development.

Appendix 1: Certificates of Title

Appendix 2: Development Plans

Appendix 3: Communication Summary

Appendix 4:
Economic Benefit Statement

Appendix 5:
Access Memorandum

Appendix 6:
Transport Impact Assessment

Appendix 7:
Environmental Noise Assessment

Appendix 8:
Waste Management Plan

Appendix 9:
Environmental Impact Assessment Overview

Appendix 10:
Heritage Report Summary

Appendix 11:
Visual Impact Report Summary

Appendix 12:
Bushfire Management Plan

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 April 2024

Item

IO01-04/24
Attachment 1

RFT Documents

RFT 01-2024- SUPPLY AND LAY ASPHALT

PART 5 - PRICING SCHEDULE

The prices entered below shall fully cover all the obligations of the Contractor under the Contract including all labour, plant and equipment, materials, transport/cartage, travelling expenses, disbursements, applicable levies, duties, taxes, fees and charges.

ITEM	DESCRIPTION	UNITS	QTY	RATE	PRICE EX GST
1.0	**SLK 0.00-0.32 (Drawing No: 42623MS1-1-0)**				
1.1	Profile existing asphalt surfacing to a depth of 30mm and remove to spoil offsite	m2	2190		
1.2	PROV QTY : a) Supply and spray 7mm emulsion primerseal	m2	1690		
	PROV QTY : b) Supply and spray emulsion tack coat	m2	500		
1.3	Supply and place 30mm thick DG10 BLACK asphalt	m2	2190		
1.4	Supply and place 30mm thick overlay DG10 BLACK asphalt- Irwin River Traffic Bridge	m2	285		
1.5	Slk 0.03-0.068 RHS : Remove existing black asphalt behind kerb and replace with 25mm RED asphalt	m2	38		
2	**SLK 1.59-1.79 (Drawing No: 42723MS1-1-0)**				
	Approaches to roundabout				
2.1	Profile existing asphalt surfacing to a depth of 40mm and remove to spoil offsite	m2	925		
2.2	PROV QTY : a) Supply and spray 7mm emulsion primerseal	m2	825		
	PROV QTY : b) Supply and spray emulsion tack coat	m2	100		
2.3	PROV QTY : Supply and place asphalt corrector course to adjust levels at the existing drainage pit at Slk 0.04 Blenheim Rd LHS	tonnes	15		
2.4	Supply and place 40mm thick DG14 BLACK asphalt with A15E	m2	925		
	Main roundabout road				
2.5	Profile existing asphalt surfacing to a depth of 40mm and remove to spoil offsite	m2	1365		
2.6	PROV QTY : a) Supply and spray 7mm emulsion primerseal	m2	1165		
	PROV QTY : b) Supply and spray emulsion tack coat	m2	200		
2.7	Supply and place 40mm thick DG14 BLACK asphalt with A15E	m2	1365		
	Inner roundabout ring				
2.8	Profile existing red asphalt surfacing to a depth of 40mm and remove to spoil offsite	m2	175		
2.9	PROV QTY : a) Supply and spray 7mm emulsion primerseal	m2	125		
	PROV QTY : b) Supply and spray emulsion tack coat	m2	50		
2.10	Supply and place 40mm thick DG14 RED asphalt with A15E	m2	175		
3.0	**SLK 3.27-3.78 Drawing No: 42823MS1-1-0**				
3.1	PROV QTY : Profile and remove existing asphalt surfacing at locations to be determined to improve drainage runoff	m2	500		
3.2	PROV QTY : a) Supply and spray 7mm emulsion primerseal	m2	400		
	PROV QTY : b) Supply and spray emulsion tack coat	m2	100		
3.3	PROV QTY : Supply and place asphalt corrector course at locations to be determined to improve drainage runoff along the kerb	tonnes	50		
3.4	Supply and spray tack coat over existing surfacing	m2	4720		
3.5	Supply and place 30mm thick DG10 BLACK asphalt	m2	5220		
	TOTAL EX GST				$ -
	GST				$ -
	TOTAL INCL GST				$ -

ALL GREY AREAS TO BE COMPLETED