

SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING AGENDA



DEAR COUNCIL MEMBER,
THE NEXT ORDINARY COUNCIL MEETING OF THE SHIRE OF LEONORA WILL BE
HELD ON TUESDAY, 17TH OCTOBER, 2023 IN COUNCIL CHAMBERS, LEONORA AT
9:30AM

TY MATSON
CHIEF EXECUTIVE OFFICER

AGENDA FOR THE MEETING IS DETAILED OVER PAGE.

SHIRE OF LEONORA

INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:-

THE RECOMMENDATIONS CONTAINED IN THIS AGENDA ARE OFFICERS' RECOMMENDATIONS ONLY AND SHOULD NOT BE ACTED UPON UNTIL COUNCIL HAS RESOLVED TO ADOPT THOSE RECOMMENDATIONS.

THE RESOLUTIONS OF COUNCIL SHOULD BE CONFIRMED BY PERUSING THE MINUTES OF THE COUNCIL MEETING AT WHICH THESE RECOMMENDATIONS WERE CONSIDERED.

MEMBERS OF THE PUBLIC SHOULD ALSO NOTE THAT THEY ACT AT THEIR OWN RISK IF THEY ENACT ANY RESOLUTION PRIOR TO RECEIVING OFFICIAL WRITTEN NOTIFICATION OF COUNCIL'S DECISION.

TY MATSON
CHIEF EXECUTIVE OFFICER

COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee to examine subjects and then report to Council.
3. Generally, all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this at the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answer prior to the next meeting of Council.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have financial interest in a matter in the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to the Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration.

The Agenda closes the Wednesday week prior to the Council Meeting (i.e. six (6) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Leonora Shire office and Leonora library seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.

8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendation until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Question Time – Statutory Provisions – Local Government Act 1995
Time is to be allocated for questions to be raised by members of the public and responded to at:

- (a) Every ordinary meeting of Council; and
- (b) Such other meetings of Council or committees as may be prescribed

Procedures and the minimum time to be allocated for asking of and responding to questions raised by members of the public at Council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at the certain Meetings – s5.24 (1) (b)

Local Government (administration) Regulations 1996

Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:

- (a) Every special meeting of a Council; and
- (b) Every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

Reg 6 (1) The minimum time to be allocated for asking of and responding to questions raised by members of the public at ordinary meetings of Council and meetings referred to in regulation 5 is fifteen (15) minutes.

- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

Local Government (Administration) Regulations 1996

Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:

- (a) by the person presiding at the meeting; or
- (b) in the case where the majority of the members of the Council or committee present at the meeting disagree with the person presiding, by the majority of the members, having regard to the requirements of sub regulations (2) and (3).

- (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by Council or committee, as the case may be.

- (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask a question and receive a response.

(4) Nothing in sub regulation (3) requires:

- (a) A Council to answer a question that does not relate to a matter affecting the local government;
- (b) A Council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
- (c) A committee to answer a question that does not relate to a function of the committee.

10. **Public Inspection of Unconfirmed Minutes (Reg 13)**

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Leonora Shire office and the Leonora library within ten (10) working days after the Meeting.

INTEREST DECLARATIONS

With regards to Direct Financial Interests, Indirect Financial Interests and Proximity Interests, please consider sections 5.60A, 5.60B, 5.61 and 5.63 of the *Local Government Act 1995* and associated regulations.

Financial Interests

For the purpose of the financial interest disclosure provisions you will be treated as having an interest in a matter, if either you (as a relevant person), or a person with whom you are closely associated, has:

- a direct or indirect financial interest in a matter; or
- a proximity interest in a matter.

Direct Financial Interest

Section 5.60A of the *Local Government Act 1995* provides that:

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

Indirect Financial Interest

Section 5.61 of the *Local Government Act 1995* provides more detail in regards to this, however the existence of an indirect financial interest in a matter can be established by showing that you, or a person with whom you are closely associated, has a financial relationship with a person requiring a local government decision in relation to that matter. There is no requirement to establish a financial gain, loss, benefit or detriment in this instance, the mere existence of a financial relationship and the requirement for a decision is sufficient for a breach of the provision to have occurred.

Proximity Interest

See Section 5.60B of the *Local Government act 1995* for further detail.

The Act requires you to disclose a proximity interest that you, or a person with whom you are closely associated, has in a matter before a council or council committee meeting.

You (or a person with whom you are closely associated) have a proximity interest in any matter that concerns:

- a proposed change to a planning scheme affecting land that adjoins the person's land;
- a proposed change to the zoning or use of land that adjoins the person's land; or
- a proposed development of land that adjoins the person's land (development refers to the development, maintenance or management of the land or of services or facilities on the land).

The existence of a proximity interest is established purely by the location of land, a financial effect on the valuation of your land or on the profitability of your business does not have to be established. It is therefore important that you fully understand when a proximity interest exists.

The person's land referred to is both land in which you, or a person with whom you are closely associated, have any estate or interest.

Land that adjoins a person's land is defined by the Act as land that:

- not being a thoroughfare, has a common boundary with the person's land;
- is directly across a thoroughfare from the person's land; or
- is that part of a thoroughfare that has a common boundary with the person's land.

Impartiality Interest

Impartiality Interest For the purposes of requiring disclosure, an impartiality interest is addressed at Division 4 of the Shire of Leonora Code of Conduct for Council Members, Committee Members and Candidates as, *"an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association"*

The above definition includes examples of the type of relationships from which an interest could arise. However, a significant element is the likely public perception as to whether there may be an interest.

It is sometimes difficult to judge what a reasonable belief of another person is. Therefore, when deciding if such an interest should be disclosed, it is helpful to establish answers to the following questions:

- If you were to participate in assessment or decision making without disclosing, would you be comfortable if the public or your colleagues became aware of your association or connection with an individual or organisation?
- Do you think there would be a later criticism of perceived undisclosed partiality if you were not to disclose?

SHIRE OF LEONORA
ORDER OF BUSINESS FOR MEETING TO BE HELD
TUESDAY 17TH OCTOBER, 2023.

COLOUR**CODING**

- 1 DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS
At 9:30am Raleigh Finlayson, Managing Director, Genesis Minerals Ltd to discuss State Hotel and general updates.
- 2 DISCLAIMER NOTICE
- 3 COUNCIL MEETING INFORMATION NOTES
- 4 PUBLIC QUESTION TIME
 - 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
 - 4.2 PUBLIC QUESTION TIME
- 5 ANNOUNCEMENTS FROM THE PRESIDING MEMBER
- 6 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE
 - 6.1 ATTENDANCE
 - 6.2 APOLOGIES
 - 6.3 APPLICATIONS FOR LEAVE OF ABSENCE
 - 6.4 APPROVED LEAVE OF ABSENCE
- 7 DECLARATION OF INTEREST
 - 7.1 DECLARATIONS OF FINANCIAL INTEREST
 - 7.2 DECLARATIONS OF PROXIMITY INTEREST
 - 7.3 DECLARATIONS OF IMPARTIALITY INTEREST

White

- 8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING
(Sent out previously)
Draft motion: That the Minutes of the Ordinary Council Meeting held on 26 September, 2023 be confirmed as a true and accurate record.
- 9 PRESENTATIONS
 - 9.1 PETITIONS
 - 9.2 PRESENTATIONS
 - 9.3 DEPUTATIONS
 - 9.4 DELEGATES REPORTS

	10	REPORTS	11
<i>Orange</i>		10.1 REPORTS OF #SAFERLEONORA COMMITTEE	10
<i>Orange</i>		10.2 REPORTS OF AUDIT AND RISK COMMITTEES	10
<i>Pink</i>		10.3 CHIEF EXECUTIVE OFFICER REPORTS	11
		(A) Changing Methods of Valuation of Land	11
		(B) Proposed Installation of Self Service Avgas at Leonora Airport	17
		(C) Provision of a Aging in Place unit to a current staff member for the purpose of a provision of a caretaker.	20
<i>Blue</i>		10.4 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS	23
		(A) Monthly Financial Statements - September, 2023	23
		(B) Accounts for Payment - October, 2023	32
<i>Green</i>		10.5 ENVIRONMENTAL HEALTH OFFICER REPORTS	43
		(A) Development Application for Workers Accommodation in Light Industry Zone	43
<i>Yellow</i>		10.6 ELECTED MEMBERS REPORTS	57
	11	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	57
	12	QUESTION FROM MEMBERS WITHOUT NOTICE	57
	13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	57
		13.1 ELECTED MEMBERS	57
		13.2 OFFICERS	57
	14	MEETING CLOSED TO PUBLIC	57
		14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED	57
		14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC	57
	15	STATE COUNCIL AGENDA	57
	16	NEXT MEETING	57
	17	CLOSURE OF MEETING	57

10.0 REPORTS

10.1 REPORTS OF #SAFERLEONORA COMMITTEE

Nil

10.0 REPORTS

10.2 REPORTS OF AUDIT AND RISK COMMITTEES

Nil

10.0 REPORTS**10.3 CHIEF EXECUTIVE OFFICER REPORTS****10.3.(A) CHANGING METHODS OF VALUATION OF LAND**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 17th October 2023
AGENDA REFERENCE:	10.3.(A) OCT 23
SUBJECT:	Changing Methods of Valuation of Land
LOCATION/ADDRESS:	Leinster (M36/24)
NAME OF APPLICANT:	Shire of Leonora
FILE REFERENCE:	14.10
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	4th October 2023
SUPPORTING DOCUMENTS:	1. Bellevue Gold Project - Technical Description 

BACKGROUND

In the past, Council has agreed to the principle of applying 'spot rating' to accommodation villages of various mining sites.

At the meeting held on 20 June 2023, Council commenced the process for a Change of Method of Valuation and accordingly resolved at Item 10.2.(B)

- *That Council commence formalities for changing the method of valuation for the accommodation village and associated infrastructure located on M 36/24 – Golden Spur Resources Pty Ltd (Bellevue Gold Mine).*

CONSULTATION

As a compliance requirement to the DLGSC Rating Policy – Valuation of Land – Mining, a letter explaining Council's proposal was forwarded to Golden Spur Resources Pty Ltd following the 20 June 2023 Council meeting. The policy stipulates that the holder is to be given at least 28 days after receiving the information to make submissions to the local government on the proposal.

As a final point and to put the matter beyond all doubt for compliance with the Department's guidelines, the consultation advice of the Shire's GRV rating intentions were sent on 27 July 2023 (electronically) to the company mentioned above. As a period of at least 28 days from receipt of the Shire's correspondence is to be allowed for the lodgement of submissions, the closure time was set at 4.30 pm on Friday 1 September 2023.

No submission was received.

The Bellevue village will be the ninth mining village within the Shire of Leonora to be placed under the GRV rating umbrella and will sit comfortably in second place behind the sizable Agnew operation.

The unfortunate outcome is that rating is a tax and the Shire is bound by those same principles as the Minister's determinations pursuant to section 6.28(1) of the Local Government Act 1995.

Those principles are the key values of:

- Objectivity
- Fairness and Equity
- Consistency
- Transparency and Administrative Efficiency

The Shire's position is that it needs to observe these key values with consistency and it is therefore the local government's desire to implement GRV rating of the Bellevue mining village in the same manner as has been done for the previous eight mining villages within the Shire of Leonora.

COMMENT

The principal details relevant to the change of method of valuation for part of M 36/24, are set out below:

PROPOSED CHANGE OF METHOD OF VALUATION OF LAND:

Golden Spur Resources Pty Ltd

Property Details:

Assessment 4028	M 36/24
Name	Bellevue Gold Project
Location	Leinster

Improvements:

Accommodation Village	Accommodates up to 332 persons
Mine Life	Bellevue – 7.4 years

Valuation System

Current UV rating for M 36/24 (A.4028)	\$15,089.25 (2022/23 rates for the whole of the tenement area)
Proposed GRV (notional) – village	\$1,100,000
Notional 2022/23 rating (without phase-in)	\$77,600 (full year)
Estimated Effective Date	1 December 2023 (2023/24 rates will be pro-rata)

Similar Properties:

Currently there are seven other mining operations in the Shire that are subject to GRV 'spot rating'. In addition, a further mining camp is located within the Leonora town site.

Phase-in Consideration:

Any proposal for a change of method of valuation should also include consideration as to whether there should be a phase-in of the intended change. As mentioned elsewhere, Schedule 6.1 enables a local government to phase-in the impact of the change over a period of three years.

In practical terms, such a move would ameliorate the financial impact on the Bellevue operation quite considerably. Instead of being faced with the total impact immediately, the extra cost would

be borne progressively by one third in Year 1, two thirds in Year 2 and finally, the full impact in Year 3. This would result in the operators saving approximately one year's impact of the new rating impost over the triennium.

From the Shire's point of view, the cost (reduced income) of a phase-in for the Bellevue accommodation village based on 2022/23 notional Year 1 full rating, would be more than \$77,600 over the triennium.

A further dissuasion to the use of the phase-in approach also arises due to the 12-month embargo on capital improvements, as entrenched in the Government's policy. Consequently, the implementation of the phase-in approach would indeed equate to the loss of about one year's impact of the new rating impost, plus of course the loss of at least a further 12 months rates portion imposed because of the embargo. The rating principle pursued by the Shire over several decades with each of the other mining camps (prior to the current policy), has been to consistently apply the full rating capacity from the outset.

Consequently, to allow a further concession on potential rating income would of course add to the issue of equity being applied across the board.

For the reasons stated above, it is considered the phase-in approach should not be used on this occasion.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.28 – Stipulates that the Minister for Local Government is responsible for determining the method of valuation of land to be used by a local government as the basis for a rate.

In determining the method of valuation, the Minister is to have regard to the general principle that the basis for a rate is to be:

- Where the land is used predominately for rural purposes, the UV of the land; and
- Where the land is used predominately for non-rural purposes, the GRV of the land.

Section 6.31 – Enables a local government to phase-in valuations in accordance with the provisions of Schedule 6.1.

Schedule 6.1(2) – Deals with phasing-in of valuations where a determination is made by the Minister under section 6.28 to change the method of valuing land from UV to GRV. A local government may phase-in the impact (cost) of the change over a three-year period.

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

Minister for Local Government – Valuation of Land – Mining

FINANCIAL IMPLICATIONS

Currently the land on which the Bellevue accommodation village is located, is rated on unimproved valuations. This takes no account of the infrastructure sitting on the land. A change to GRV will provide an increase in rate revenue when the infrastructure is brought to account.

Notional values are now to hand and on a rating basis over 2022/23, the following income gain can be calculated:

Bellevue accommodation village (M 36/24), \$1,100,000 @7.06c rate in the dollar (2022/23) = \$77,600.

On the expenditure side, there are some upfront costs. The first of these relates to the indicative GRV which cost \$1,010. The second expenditure item is for the survey of the relevant site to enable a formal description of the rating area in the Government Gazette following the Minister's approval.

Fortunately, the survey cost for the Bellevue village will be markedly different to that experienced in the past for previous applications to the Minister. This arises because Landgate – Property & Valuations, was able to provide this service at a cost of \$500.

Later, there will be a further cost from Landgate – Property & Valuations in respect to the supply of a formal GRV. It is not known what this cost will be.

STRATEGIC IMPLICATIONS

The change in method of valuation for the new mining village will enable the Shire to maintain consistency in its rating approach of similar ventures

RECOMMENDATIONS

That Council in accordance with the provisions of section 6.28 of the *Local Government Act 1995*, prepare an application to the Minister for Local Government, Sporting and Cultural Industries, to change the basis of rating from Unimproved Values to Gross Rental Values, for the following mining operation:

- Golden Spur Resources Pty Ltd
- Bellevue Gold Limited accommodation village – Part of M 36/24 (Ass 4028) – with effect from 1 December 2023, or thereabouts.
- Technical Description:
All that portion of land being part of Reserve 9699 starting from a point at coordinate 257600.0 metres East, 6944100.0 metres North (MGA94 Zone 51) and extending easterly 90 degrees, 0 minutes, 0.0 seconds, 700.0 metres; thence southerly 180 degrees, 0 minutes, 0.0 seconds, 500.0 metres; thence westerly 270 degrees, 0 minutes, 0.0 seconds, 700.0 metres; thence northerly 0 degrees, 0 minutes, 0.0 seconds, 500.0 metres to the starting point.

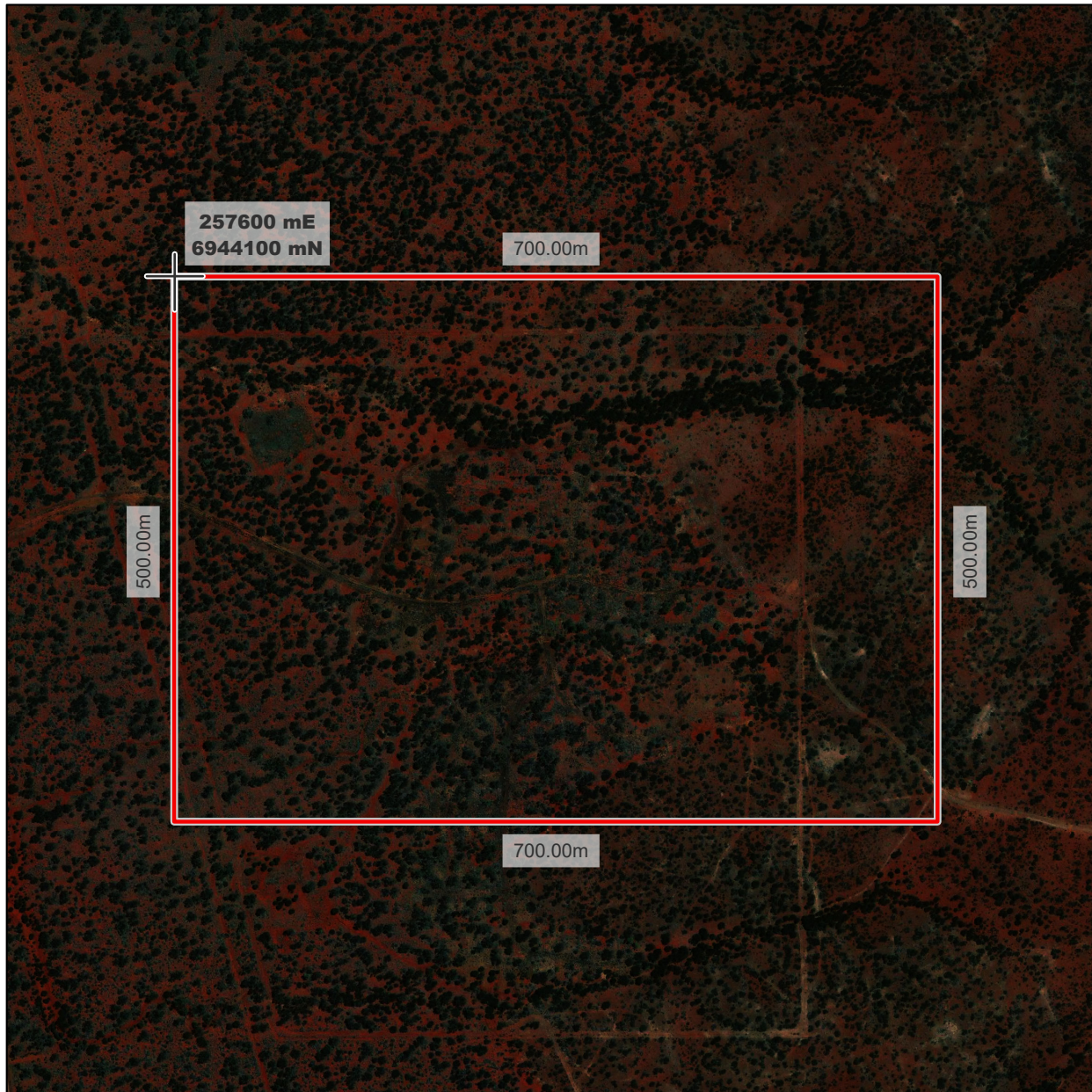
Approximate Area: 35.0 hectares

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer



Bellevue Gold Mining Village - Technical Description

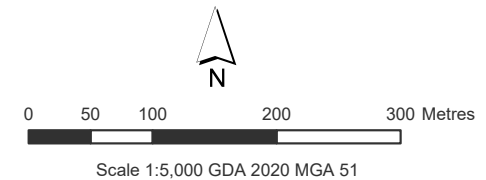
Bellevue Gold Mining Village - Golden Spur Resources Pty Ltd.

All that portion of land being part of Reserve 9699 starting from a point at coordinate 257600.0 metres East, 6944100.0 metres North (MGA94 Zone 51) and extending easterly 90 degrees, 0 minutes, 0.0 seconds, 700.0 metres; thence southerly 180 degrees, 0 minutes, 0.0 seconds, 500.0 metres; thence westerly 270 degrees, 0 minutes, 0.0 seconds, 700.0 metres; thence northerly 0 degrees, 0 minutes, 0.0 seconds, 500.0 metres to the starting point.

Approximate Area: 35.0 hectares

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Ref: Job no. 0129580
Produced: 15/06/2023
Geospatial Team, Location Services, Landgate
Email: mapping@landgate.wa.gov.au



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10.0 REPORTS**10.3 CHIEF EXECUTIVE OFFICER REPORTS****10.3.(B) PROPOSED INSTALLATION OF SELF SERVICE AVGAS AT LEONORA AIRPORT**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 17th October 2023
AGENDA REFERENCE:	10.3.(B) OCT 23
SUBJECT:	Proposed Installation of Self Service Avgas at Leonora Airport
LOCATION/ADDRESS:	Leonora Aerodrome
NAME OF APPLICANT:	NA
FILE REFERENCE:	3.2 Traffic and Transport
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	11th October 2023
SUPPORTING DOCUMENTS:	Nil

BACKGROUND

Leonora Airport currently offers both Jet A1 and Avgas to aircraft using the facility. JetA1 is used for jet aircraft and is provided through a self-serve facility owned and operated by Air BP. JetA1 cannot be used by piston aircraft.

Avgas is used by piston aircraft including fixed wing and light helicopters. It is currently sold by the Shire through the sale of 200 litre drums. A purchaser must buy the whole drum as it is not currently possible to accurately decant the drum into lesser amounts. This causes unnecessary cost to the public where they are not able to use all of the fuel within the drum. The airport is the only facility in the Northern Goldfields that provides access to Avgas.

The Leonora Airport is seeing increased usage from light aircraft. The increased use of the airfield is by operators of survey aircraft, clubs and tourists along with existing demand from stations for use in helicopters. . The current requirement for shire staff to facilitate fuel access combined with the cost is seen as a limitation to the increased usage of the airport.

In the recent Work Health and Safety review the handling of 200 litre drums was identified as a area of concern. This is due to both the physical handling of the drums and the potential for fire.

In order to improve the service provided to users of the airport and minimise the risks to staff alternative fuel delivery options were explored. The only viable option is to install a bowser and tank allowing self-service and metered fuel delivery. Payment will be through a card system.

Quotes were sourced from multiple venders however only one response was received. This was from Fuel Equipment. The current supplier of JetA1, Air BP were not interested in providing the service however they would be able to provide Avgas if required. Avgas is also available through an alternative supplier.

The Fuel Equipment product is a 5000 litre self-bunded tank. The price included a card reader, hose reel and pump. This will allow users to obtain fuel 24 hours a day without the need for Shire staff.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* states;

6.8 Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure _

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

**Absolute majority required*

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

The cost of the equipment is \$150,000 and additional transportation and installation costs will be required. The total cost is anticipated to be \$200,000 and has not been budgeted for in the current budget.

It is recommended that \$200,000 be transferred from the Aerodrome Reserve account. The Aerodrome Reserve account currently has a balance of \$996,452.

Should Council resolve to install and operate the equipment then an addition to the Fees and Charges Schedule must be included. It is recommended that Avgas be sold at cost plus 10%. The additional 20% will seek to offset the costs of purchase, maintenance and operation of the equipment.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

1. That Council:
 - (a) Approve the purchase of the self-bunded Avgas tank and associated equipment;
 - (b) Approve the transfer of \$200,000 from the Aerodrome Reserve Account to cover the purchase transport and installation costs; and
 - (c) Amend the Fees and Charges schedule to include the sale of Avgas at cost plus 20% of the purchase price.

VOTING REQUIREMENT

Absolute Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.3 CHIEF EXECUTIVE OFFICER REPORTS****10.3.(C) PROVISION OF A AGING IN PLACE UNIT TO A CURRENT STAFF MEMBER FOR THE PURPOSE OF A PROVISION OF A CARETAKER.**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 17th October 2023
AGENDA REFERENCE:	10.3.(C) OCT 23
SUBJECT:	Provision of a Aging in Place unit to a current staff member for the purpose of a provision of a caretaker.
LOCATION/ADDRESS:	Shire of Leonora Aging In Place Facility
NAME OF APPLICANT:	NA
FILE REFERENCE:	4.9
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	11th October 2023
SUPPORTING DOCUMENTS:	Nil

BACKGROUND

The Shire of Leonora is in the final stages of completing the Aging in Place facility. The facility is a complex of 8 two bedroom units and are fully self contained. The accommodation units will provide a age friendly option for residents to support the ongoing independence and health of residents in a supportive age friendly environment.

The Shire is responsible for the allocation and ongoing management of the facility. Council has previously adopted a policy *C.4.7 Ageing in Place Village* (the policy). The policy sets out the following criteria for the provision of housing to applicants:

1. Be an Australian citizen or permanent resident and able to prove your identity.
2. Live in Western Australia and have a connection with the broader Leonora community.
3. Not earn in excess of the income set out under the National Rental Affordability Scheme (as per the Community Housing Income and Asset Limits (CHIAL) Policy 2020).
4. Not hold assets in excess of the amounts set out in the National Rental Affordability Scheme (as per the CHIAL).
5. Not be a the owner or part owner of a property in Leonora that constitutes another viable housing option.
6. At least one applicant must be over the age of 65 or over the age of 55 for people who identify as Aboriginal or Torres Straight Islander.

Administration are currently reviewing options on how to manage the assessment of applications for the units against the policy. It is likely that this may be outsourced to a suitably qualified Real Estate Agent who will also draft up the Residential Tenancy Agreements.

As there are no Real Estate Agents in Leonora it is likely that this service will be provided remotely. This may present difficulties with the day to day management of the facility and communication with residents. Some residents may not be skilled in electronic communication such as emails or comfortable speaking with a person from a different town who they may not know. It is also likely that a substantial weekly fee will be charged per unit. In order to negate this cost and provide a better communication pathway with residents that one unit will be reserved for a caretaker.

The caretaker would be responsible for communicating with the residents on issues they may be experiencing with their accommodation such as maintenance items. The caretaker would also be responsible for reporting to the CEO issues experienced by the tenants such as disruptive tenants or other ongoing external factors that are impacting on liveability.

It is proposed that the CEO be delegated to;

- Appoint or remove a person as the caretaker of the Aging in Place units;
- Allocate a unit to the caretaker at the standard rent charged to Shire if Leonora employees which is currently \$65 per week.
- Allocate a unit to a caretaker who may not otherwise meet all criteria set out in the policy but who as close as policy meets the criteria. This is likely to be a Shire employee who meets the age requirements but due to being in full time employment may exceed the income threshold.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* states:

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under-

(a) this Act other than those referred to in section 5.53; or....

2.7. Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

A policy sets out how Council would like administration to provide a service or interpret a particular legal provision. The adoption of a policy does create a law or legal provision. The contravention of a policy may however lead to a breach of employment conditions and or a code of conduct unless authorisation is provided by Council.

POLICY IMPLICATIONS

This item is seeking the provision of delegated authority to the CEO to appoint a caretaker who may or may not meet all criteria as set out in Councils

FINANCIAL IMPLICATIONS

The rent of the units has not yet been determined. Allocation of a single unit at the set rate of \$65 per week may result in a shortfall of what the Shire may otherwise of recouped in rent. However the provision of services as outlined in the Caretaker duties is likely to achieve a overall cost savings for the Shire. The actual costs have not been calculated at this stage.

STRATEGIC IMPLICATIONS

There are no identified strategic implications should Council adopt the recommended resolution.

RECOMMENDATIONS

1. That Council delegate to the CEO the power to appoint a caretaker for the Aging in Place village; and
2. Delegate to the Chief Executive Officer the power to allocate an Aging in Place unit to a care taker who may not meet all of the criteria as outlined in policy C.4.7 Ageing in Place Village

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer

10.0 REPORTS**10.4 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.4.(A) MONTHLY FINANCIAL STATEMENTS - SEPTEMBER, 2023**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 17th October 2023
AGENDA REFERENCE:	10.4.(A) OCT 23
SUBJECT:	Monthly Financial Statements - September, 2023
LOCATION/ADDRESS:	Nil
NAME OF APPLICANT:	Nil
FILE REFERENCE:	Nil
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Lee-Anne Trevenen
OFFICER:	Deputy Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	12th October 2023
SUPPORTING DOCUMENTS:	1. Monthly Financial Statements September 2023 ↓

BACKGROUND

In complying with the Local Government *Financial Management Regulations 1996*, a monthly statement of financial activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but gives a complete overview of the “cash” financial position as at the end of each month. The statement of financial activity for each month must be adopted by Council and form part of the minutes.

It is understood that parts of the statement of financial activity have been submitted to Ordinary Council meetings previously. In reviewing the Regulations the complete statement of financial activity is to be submitted, along with the following reports that are not included in the statement.

Monthly Financial Statements for the month ended 30th September, 2023 consist of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 30th September, 2023
- (c) Material Variances – 30th September, 2023

STATUTORY ENVIRONMENT***Part 4 – Financial reports – s. 6.4*****34. *Financial activity statement report – s. 6.4***

(1A) In this regulation –

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

34. (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month 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.*
34. (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 subregulation (1)(d); and*
 - (c) such other supporting information as is considered relevant by the local government.*
34. (3) *The information in a statement of financial activity may be shown —*
- (a) according to nature and type classification; or*
 - (b) by program; or*
 - (c) by business unit.*
34. (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) recorded in the minutes of the meeting at which it is presented.*
34. (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council accept the Monthly Financial Statements for the month ended 30th September, 2023 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 30th September, 2023
- (c) Material Variances – 30th September, 2023

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer

SHIRE OF LEONORA
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 30 September 2023

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

TABLE OF CONTENTS

Statement of Financial Activity	2
Statement of Financial Position	3
Note 1 Basis of Preparation	4
Note 2 Statement of Financial Activity Information	5
Note 3 Explanation of Material Variances	6

Please refer to the compilation report

| 1

SHIRE OF LEONORA
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

Note	Adopted Budget	YTD Budget	YTD	Variance*	Variance*	Var.
	Estimates	Estimates	Actual	\$	%	
	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
	\$	\$	\$	\$	%	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	8,610,527	8,503,166	8,491,115	(12,051)	(0.14%)	
Rates excluding general rates	221,706	221,706	221,706	0	0.00%	
Grants, subsidies and contributions	2,365,778	971,292	352,299	(618,993)	(63.73%)	▼
Fees and charges	3,171,143	941,064	875,648	(65,416)	(6.95%)	▼
Interest revenue	101,000	25,256	40,362	15,106	59.81%	▲
Other revenue	346,890	83,215	22,896	(60,319)	(72.49%)	▼
Profit on asset disposals	68,083	0	0	0	0.00%	
	14,885,127	10,745,699	10,004,026	(741,673)	(6.90%)	
Expenditure from operating activities						
Employee costs	(5,323,632)	(1,330,582)	(962,864)	367,718	27.64%	▲
Materials and contracts	(5,505,184)	(1,458,912)	(896,418)	562,494	38.56%	▲
Utility charges	(382,041)	(95,697)	(27,442)	68,255	71.32%	▲
Depreciation	(1,970,250)	(492,630)	0	492,630	100.00%	▲
Insurance	(383,056)	(383,056)	(167,086)	215,970	56.38%	▲
Other expenditure	(369,995)	(73,912)	9,842	83,754	113.32%	▲
Loss on asset disposals	(1,895)	0	0	0	0.00%	
	(13,936,053)	(3,834,789)	(2,043,968)	1,790,821	46.70%	
Non-cash amounts excluded from operating activities	2(b) 1,909,240	492,630	0	(492,630)	(100.00%)	▼
Amount attributable to operating activities	2,858,314	7,403,540	7,960,058	556,518	7.52%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	2,257,760	525,006	199,502	(325,504)	(62.00%)	▼
Proceeds from disposal of assets	478,500	0	0	0	0.00%	
	2,736,260	525,006	199,502	(325,504)	(62.00%)	
Outflows from investing activities						
Payments for property, plant and equipment	(5,961,377)	(1,595,283)	(1,387,330)	207,953	13.04%	▲
Payments for construction of infrastructure	(4,350,296)	(1,087,578)	(260,973)	826,605	76.00%	▲
	(10,311,673)	(2,682,861)	(1,648,303)	1,034,558	38.56%	
Amount attributable to investing activities	(7,575,413)	(2,157,855)	(1,448,801)	709,054	32.86%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	3,570,152	0	0	0	0.00%	
	3,570,152	0	0	0	0.00%	
Outflows from financing activities						
Transfer to reserves	(949,233)	(25,268)	(25,268)	0	0.00%	
	(949,233)	(25,268)	(25,268)	0	0.00%	
Amount attributable to financing activities	2,620,919	(25,268)	(25,268)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2,096,180	2,096,180	1,644,379	(451,801)	(21.55%)	▼
Amount attributable to operating activities	2,858,314	7,403,540	7,960,058	556,518	7.52%	▲
Amount attributable to investing activities	(7,575,413)	(2,157,855)	(1,448,801)	709,054	32.86%	▲
Amount attributable to financing activities	2,620,919	(25,268)	(25,268)	0	0.00%	
Surplus or deficit after imposition of general rates	0	7,316,597	8,130,368	813,771	11.12%	▲

KEY INFORMATION

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

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

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

Please refer to the compilation report

| 2

**SHIRE OF LEONORA
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

	Actual 30 June 2023 \$	Actual as at 30 September 2023 \$
CURRENT ASSETS		
Cash and cash equivalents	11,271,987	16,313,268
Trade and other receivables	738,338	2,033,702
Inventories	69,855	67,330
TOTAL CURRENT ASSETS	12,080,180	18,414,300
NON-CURRENT ASSETS		
Other financial assets	61,117	61,117
Inventories	94,380	94,380
Property, plant and equipment	35,296,312	36,683,642
Infrastructure	102,237,043	102,498,016
TOTAL NON-CURRENT ASSETS	137,688,852	139,337,155
TOTAL ASSETS	149,769,032	157,751,455
CURRENT LIABILITIES		
Trade and other payables	786,693	434,124
Other liabilities	1,138,801	1,314,233
Employee related provisions	210,653	210,653
TOTAL CURRENT LIABILITIES	2,136,147	1,959,010
NON-CURRENT LIABILITIES		
Employee related provisions	104,691	104,691
Other provisions	671,626	671,626
TOTAL NON-CURRENT LIABILITIES	776,317	776,317
TOTAL LIABILITIES	2,912,464	2,735,327
NET ASSETS	146,856,568	155,016,128
EQUITY		
Retained surplus	50,318,508	58,452,800
Reserve accounts	8,510,307	8,535,575
Revaluation surplus	88,027,753	88,027,753
TOTAL EQUITY	146,856,568	155,016,128

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 SEPTEMBER 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

Matters of non-compliance with Basis of Preparation

The following matters on non-compliance with the basis of preparation have not been correct.

1. Depreciation has not been raised during the current financial year.
2. Balances as at 30 June 2023 have not been audited and may be subject to change.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and estimates

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

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

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

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

SIGNIFICANT ACCOUNTING POLICES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 12 October 2023

Please refer to the compilation report

| 4

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Adopted		
	Budget Opening	Actual as at	Actual as at
Note	1 July 2023	30 June 2023	30 September 2023
(a) Net current assets used in the Statement of Financial Activity			
Current assets	\$	\$	\$
Cash and cash equivalents	11,271,987	11,271,987	16,313,268
Trade and other receivables	654,942	738,338	2,033,702
Inventories	60,608	69,855	67,330
	11,987,537	12,080,180	18,414,300
Less: current liabilities			
Trade and other payables	(237,071)	(786,693)	(434,124)
Other liabilities	(1,138,801)	(1,138,801)	(1,314,233)
Employee related provisions	(300,689)	(210,653)	(210,653)
	(1,676,561)	(2,136,147)	(1,959,010)
Net current assets	10,310,976	9,944,033	16,455,290
Less: Total adjustments to net current assets	2(c) (8,214,796)	(8,299,654)	(8,324,922)
Closing funding surplus / (deficit)	2,096,180	1,644,379	8,130,368

(b) Non-cash amounts excluded from operating activities

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

Non-cash amounts excluded from operating activities

	Adopted Budget Estimates	YTD Budget	YTD Actual
	30 June 2024	(a)	(b)
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(68,083)	0	0
Add: Loss on asset disposals	1,895	0	0
Add: Depreciation	1,970,250	492,630	0
Movement in current employee provisions associated with restricted cash	5,178	0	0
Total non-cash amounts excluded from operating activities	1,909,240	492,630	0

(c) Current assets and liabilities excluded from budgeted deficiency

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

	Adopted Budget Opening	Actual as at	Actual as at
	1 July 2023	30 June 2023	30 September 2023
	\$	\$	\$
Adjustments to net current assets			
Less: Reserve accounts	(8,510,307)	(8,510,307)	(8,535,575)
Add: Current liabilities not expected to be cleared at the end of the year:			
- Current portion of employee benefit provisions held in reserve	295,511	210,653	210,653
Total adjustments to net current assets	2(a) (8,214,796)	(8,299,654)	(8,324,922)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2023-24 year is \$15,000 or 8.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
Grants, subsidies and contributions	(618,993)	(63.73%)	▼
Grants for Youth Program, Donations for Dignity, Recreation, LRCI, Cactus eradication not yet received.			
Fees and charges	(65,416)	(6.95%)	▼
ESL admin fee, bulk refuse disposal, fuel at airport, building permit fees. Rates instalment fees, rent and hire facilities are profiled as 3/12th of the budget.			
Interest revenue	15,106	59.81%	▲
YTD budgets are profiled as 3/12th of the annual budget.			
Other revenue	(60,319)	(72.49%)	▼
Childcare miscellaneous, Nyunng Brokerage, Gwalia Precinct donations, diesel fuel rebate. Golden Gift YTD budgets are profiled as 3/12th of the annual budget.			
Expenditure from operating activities			
Employee costs	367,718	27.64%	▲
YTD budgets are profiled as 3/12th of the annual budget. There are some employment positions vacant.			
Materials and contracts	562,494	38.56%	▲
Member conferences, audit fees, subscriptions, refuse site maintenance, CRC equipment, road works, street cleaning, Hoover House, Small projects. Some YTD budgets are profiled as 3/12th of the annual budget.			
Utility charges	68,255	71.32%	▲
YTD budgets are profiled as 3/12th of the annual budget. Health, childcare, recreation centre, CRC and roadworks salaries.			
Depreciation	492,630	100.00%	▲
Depreciation not processed as 2023 Annual Financial Report is not yet finalised.			
Insurance	215,970	56.38%	▲
First instalment paid. YTD budget profiled for insurances to be paid in single instalment. Option taken to pay by instalments.			
Other expenditure	83,754	113.32%	▲
Elected member expenses, donation Golden Quest Trail, athletics prize money. Prior year accruals not yet adjusted as 2023 Annual Financial Report is not yet finalised.			
Non-cash amounts excluded from operating activities	(492,630)	(100.00%)	▼
Depreciation not processed as 2023 Annual Financial Report is not yet finalised.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(325,504)	(62.00%)	▼
Ageing in place grant, swimming pool tiling LRCI, MRWA projects, RRG funding not yet received.			
Outflows from investing activities			
Payments for property, plant and equipment	207,953	13.04%	▲
Building capital works are profiled as 3/12th of the annual budget.			
Payments for construction of infrastructure	826,605	76.00%	▲
Roadworks are profiled as 3/12th of the annual budget and there is no YTD expenditure. Improvement capital works are profiled as 3/12th of the annual budget.			
Surplus or deficit at the start of the financial year	(451,801)	(21.55%)	▼
Refer to note 2(a) for detail of differences.			
Surplus or deficit after imposition of general rates	813,771	11.12%	▲
Due to variances described above			

Please refer to the compilation report

| 6

10.0 REPORTS**10.4 DEPUTY CHIEF EXECUTIVE OFFICER REPORTS****10.4.(B) ACCOUNTS FOR PAYMENT - OCTOBER, 2023**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 17th October 2023
AGENDA REFERENCE:	10.4.(B) OCT 23
SUBJECT:	Accounts for Payment - October, 2023
LOCATION/ADDRESS:	Nil
NAME OF APPLICANT:	Nil
FILE REFERENCE:	Nil
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Lee-Anne Trevenen
OFFICER:	Deputy Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	12th October 2023
SUPPORTING DOCUMENTS:	1. Accounts for Payment - October, 2023 ↓

BACKGROUND

Attached statements consist of accounts paid by Delegated Authority totalling **\$1,385,477.09** since the previous council meeting consisting of:

- (1) Direct Bank Transactions numbered from **2972** to **2998** and totalling **\$58,597.91**;
 - a. Includes Credit Card Payments of **\$24,562.57** for **September, 2023**; and
- (2) Batch Payments **195, & 196**, totalling **\$1,240,886.45**; and
- (3) Payroll Payments from **Pay Periods Ending 18/09/2023, & 03/10/2023** totalling **\$85,992.73**

STATUTORY ENVIRONMENT

Local Government Act 1995 S6.10 & *Financial Management (1996) Regulation 12 & 13* apply to how the information is to be presented within this report for authorisation by Council.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council accepts the accounts for payment, as detailed:

- (1) Direct Bank Transactions numbered from **2972** to **2998** and totalling **\$58,597.91**;
 - a. *Includes Credit Card Payments of \$24,562.57 for September, 2023; and*
- (2) Batch Payments **195, & 196**, totalling **\$1,240,886.45**; and
- (3) Payroll Payments from **Pay Periods Ending 18/09/2023, & 03/10/2023** totalling **\$85,992.73**

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer



**Accounts for Payment
Presented to Council
17th October, 2023**

Accounts for Payment - September 2023 Credit Card Breakdown

Shire of Leonora					
Monthly Report – List of Credit Card Transactions Paid by Delegated Authority					
Submitted to Council on the 17th October, 2023					
The following list of accounts relate to Credit Card Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Payments detailed are from statements for September, 2023 as per Direct Bank Transaction 2998 totalling \$24,562.57					
CHIEF EXECUTIVE OFFICER					
Reference	Date	Name	Item	Payment by Delegated Authority	Balance
CEO 09/23 (Card 5772)	01/09/2023	SP 166 Railway Parade	Parking - CEO Perth	3.00	3.00
	01/09/2023	Three Grains	Meals - WALGA meeting Perth	17.40	20.40
	01/09/2023	CBRE	Parking - Perth meetings	12.00	32.40
	01/09/2023	Apple Pty Ltd	Tablet for Depot - CCTV footage	1,698.95	1,731.35
	04/09/2023	Starlink Australia	Internet - CEO house	139.00	1,870.35
	04/09/2023	Officeworks	Powerbank charger - CEO tablet	129.00	1,999.35
	06/09/2023	GM Taxipay	Taxi fare - CEO Canberra trip	46.52	2,045.87
	06/09/2023	ACT Cabs	Taxi fare - Canberra trip	18.01	2,063.88
	06/09/2023	KFC Canberra	Meals - Canberra trip	17.40	2,081.28
	06/09/2023	Live Payments	Taxi fare - Canberra trip	16.54	2,097.82
	06/09/2023	GM Cabs	Taxi fare - Canberra trip	80.60	2,178.42
	06/09/2023	Novotel Canberra	Accommodation - Canberra trip, CEO	1,126.96	3,305.38
	07/09/2023	Live Payments	Taxi fare - Canberra trip	69.25	3,374.63
	07/09/2023	Holiday Inn West Perth	Accommodation - Pool Manager's course Perth	1,258.09	4,632.72
	08/09/2023	Aerial CG	Taxi fare - Canberra Trip	21.79	4,654.51
	08/09/2023	ACT Cabs	Taxi fare - Canberra Trip	20.63	4,675.14
	11/09/2023	Live Payments	Taxi fare - Canberra Trip	33.44	4,708.58
	15/09/2023	Survey Monkey	SurveyMonkey annual subscription	349.09	5,057.67
	19/09/2023	Circum Wash	Car Wash - P1 (maintenance)	6.12	5,063.79
	19/09/2023	Budget Taxi	Taxi Fare - Alice Springs conference	17.85	5,081.64
	19/09/2023	Cabfare Payments	Taxi fare - Alice Springs conference	17.85	5,099.49
	20/09/2023	Erlunda Desert Oaks	Meals and refreshments - Alice Springs Conference	21.50	5,120.99
	20/09/2023	McDonalds	Meals and refreshments - Alice Springs conference	12.55	5,133.54
	20/09/2023	Alice Springs Casino	Meals and refreshments - Alice Springs conference	68.82	5,202.36
	20/09/2023	Alice Springs Casino	Accommodation - Alice Springs conference	829.26	6,031.62
	20/09/2023	Warburton Roadhouse	Meals, refreshments & fuel - P1 - Alice Springs conference	320.31	6,351.93
	21/09/2023	Iris Stott Terrace	Meals and refreshments - Alice Springs conference	36.50	6,388.43
	21/09/2023	Red Rooster Alice Springs	Meals and refreshments - Alice Springs conference	13.45	6,401.88
21/09/2023	Iris Stott Terrace	Meals and refreshments - Alice Springs conference	60.84	6,462.72	

Accounts for Payment - September 2023 Credit Card Breakdown

Reference	Date	Name	Item	Payment by Delegated Authority	Balance
	22/09/2023	Alice Springs Casino	Meals and refreshments - Alice Springs	35.53	6,498.25
	22/09/2023	Ertdunda Desert Oaks	Meals and refreshments - Alice Springs	25.45	6,523.70
	22/09/2023	Warburton Roadhouse	Fuel - P1	242.44	6,766.14
	25/09/2023	Alice Springs Casino	Meals and refreshments - Alice Springs	47.71	6,813.85
	25/09/2023	Microsoft Store	New Surface Pen - CEO tablet	189.95	7,003.80
	28/09/2023	SiteDocs Safety ULC	WHS Application setup and subscription	7,738.00	14,741.80
	28/09/2023	National Australia Bank	Card Fee - September, 2023	9.00	14,750.80
Total CEO Card September, 2023				\$14,750.80	
DCEO 09/23 (Card 4580)	01/09/2023	Carco WA	Full Service and detail for P2	1,236.00	1,236.00
	01/09/2023	Hills Emporio	Fuel for P2	180.20	1,416.20
	05/09/2023	Vibe Coolgardie	Fuel for P2	120.47	1,536.67
	07/09/2023	Harvey Norman AV/IT Kalgoorlie	Online order - Cords for Office (to be refunded)	535.50	2,072.17
	07/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	47.50	2,119.67
	08/09/2023	Harvey Norman AV/IT Kalgoorlie	DISPLAY to USB-C cords for Shire monitors x 10	544.50	2,664.17
	08/09/2023	Harvey Norman AV/IT Kalgoorlie	Credit for online order - paid for in person and collected in store instead	-535.50	2,128.67
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	47.50	2,176.17
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	47.50	2,223.67
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	47.50	2,271.17
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	32.20	2,303.37
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	23.75	2,327.12
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	21.20	2,348.32
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	16.80	2,365.12
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	10.70	2,375.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	89.00	2,464.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	55.00	2,519.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	53.00	2,572.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	53.00	2,625.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	53.00	2,678.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	185.00	2,863.82
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	212.00	3,075.82
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	149.40	3,225.22
	11/09/2023	Department Of Transport	Job Support Hub Services - September, 2023	113.70	3,338.92
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	106.00	3,444.92
	11/09/2023	Department of Justice.	Job Support Hub Services - September, 2023	106.00	3,550.92
	13/09/2023	Whitehouse Hotel	Farewell dinner - staff leaving	130.00	3,680.92
	15/09/2023	WA Country Health Services	Attendance at Kalgoorlie Health Campus - Employee	351.00	4,031.92
	26/09/2023	BP Goldengate Kalgoorlie	Fuel for P2	142.33	4,174.25
	27/09/2023	O'Connors Kalgoorlie	Catering supplies for Hoover House	39.91	4,214.16
	27/09/2023	Coles Express Leonora	Milk for Hoover House	15.50	4,229.66
	27/09/2023	ARMA Group	Payment of Gwalia.org.au domain - 2023/24	215.00	4,444.66
27/09/2023	National Australia Bank	Card Fee - September, 2023	9.00	4,453.66	
Total DCEO Card September, 2023				\$4,453.66	
	12/09/2023	Shire of Menzies.	Second-hand tyre changer	3,850.00	3,850.00

Accounts for Payment - September 2023 Credit Card Breakdown

Reference	Date	Name	Item	Payment by Delegated Authority	Balance
MWS 09/23 (Card 7478)	14/09/2023	Virgin Australia	Card surcharge - flight for CCTV Technician	3.19	3,853.19
	14/09/2023	Autobarn Kalgoorlie	Charger accessories for vehicles	93.98	3,947.17
	14/09/2023	Virgin Australia	Flight for CCTV Technician	329.00	4,276.17
	14/09/2023	Woolworths	Food and Supplies for Grader Camp	635.06	4,911.23
	15/09/2023	Building & Industrial Supplies Group	Consumables for plant maintenance	195.27	5,106.50
	28/09/2023	National Australia Bank	Card Fee - September, 2023	9.00	5,115.50
	Total MWS Card September, 2023				\$5,115.50
Other Fees/ Payments 09/23	15/09/2023	National Australia Bank	International Transaction Fee - Apple Purchase	10.47	10.47
	28/09/2023	National Australia Bank	International Transaction Fee - Sitedocs Setup	232.14	242.61
	Total Other Fees and Charges September, 2023				\$242.61
2998	3/10/2023	National Australia Bank	Credit Card Charges - September, 2023	\$24,562.57	

Accounts for Payment - October 2023 Direct Bank Transactions

Shire of Leonora					
Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority					
Submitted to Council on the 17th October, 2023					
The following list of accounts relate to Direct Bank Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions are numbered from 2972 to 2998 and totalling \$58,597.91					
CHIEF EXECUTIVE OFFICER					
Transaction	Date	Name	Item	Payment by Delegated Authority	Balance
2972	22/09/2023	Australian Super	Superannuation PPE: 18/09/2023	4,311.75	4,311.75
2973	22/09/2023	Aware Super	Superannuation PPE: 18/09/2023	9,061.23	13,372.98
2974	22/09/2023	CBUS	Superannuation PPE: 18/09/2023	556.44	13,929.42
2975	22/09/2023	Host Plus	Superannuation PPE: 18/09/2023	184.25	14,113.67
2976	22/09/2023	MLC Super Fund	Superannuation PPE: 18/09/2023	235.80	14,349.47
2977	22/09/2023	MTAA Superannuation Fund	Superannuation PPE: 18/09/2023	424.21	14,773.68
2978	22/09/2023	Rest Superannuation	Superannuation PPE: 18/09/2023	592.39	15,366.07
2979	22/09/2023	TWU Superannuation Fund	Superannuation PPE: 18/09/2023	923.68	16,289.75
2980	22/09/2023	Wealth Personal Super	Superannuation PPE: 18/09/2023	219.50	16,509.25
2981	28/09/2023	National Australia Bank	NAB Connect fees July 2023	45.99	16,555.24
2982	29/09/2023	National Australia Bank	Merchant fees events Sept 2023	20.00	16,575.24
2983	29/09/2023	National Australia Bank	Merchant fees childcare Sept 2023	20.00	16,595.24
2984	29/09/2023	National Australia Bank	Merchant fees pool Sept 2023	20.00	16,615.24
2985	29/09/2023	National Australia Bank	Merchant fees CRC Sept 2023	21.00	16,636.24
2986	29/09/2023	National Australia Bank	Merchant fees info centre Sept 2023	22.79	16,659.03
2987	29/09/2023	National Australia Bank	Muni account fees Sept 2023	34.50	16,693.53
2988	29/09/2023	National Australia Bank	Merchant fees airport Sept 2023	189.47	16,883.00
2989	29/09/2023	National Australia Bank	Merchant fees office/museum Sept 2023	1,293.70	18,176.70
2990	9/10/2023	Australian Super	Superannuation PPE: 02/10/2023	4,848.04	23,024.74
2991	9/10/2023	Aware Super	Superannuation PPE: 02/10/2023	8,818.40	31,843.14
2992	9/10/2023	CBUS	Superannuation PPE: 02/10/2023	556.44	32,399.58
2993	9/10/2023	Host Plus	Superannuation PPE: 02/10/2023	432.66	32,832.24
2994	9/10/2023	MLC Super Fund	Superannuation PPE: 02/10/2023	89.46	32,921.70
2995	9/10/2023	MTAA Superannuation Fund	Superannuation PPE: 02/10/2023	404.94	33,326.64
2996	9/10/2023	Rest Superannuation	Superannuation PPE: 02/10/2023	533.90	33,860.54
2997	9/10/2023	Wealth Personal Super	Superannuation PPE: 02/10/2023	174.80	34,035.34
2998	3/10/2023	National Australia Bank	Credit Card Charges - September, 2023	24,562.57	58,597.91
GRAND TOTAL				\$58,597.91	

Accounts for Payment - October 2023 Batch Payments 195 - 196

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 17th October, 2023					
<p>Batch Payments 195, & 196, totalling \$1,240,886.45 have been paid by delegated authority by the Chief Executive Officer and has been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing. Bank Details are reconciled against those invoices by two officers.</p>					
<p>_____ CHIEF EXECUTIVE OFFICER</p>					
Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP195.01	29/09/2023	AFGRI Equipment Australia Pty Ltd	Supply and deliver one new John Deere 670G as per tender	380,600.00	380,600.00
BP195.02	29/09/2023	Alcolizer Technology	HH3 calibration and delivery	125.40	380,725.40
BP195.03	29/09/2023	Ann Kerrawn.	Return of funds paid in error to Shire of Leonora 11/09/2023	141.00	380,866.40
BP195.04	29/09/2023	Australia's Golden Outback	Agreed annual contribution towards the Goldfields Tourism Development Manager initiative	35,545.40	416,411.80
BP195.05	29/09/2023	Bunnings Building Supplies Pty Ltd	Parts for grader camp and works depot	193.65	416,605.45
BP195.06	29/09/2023	City Of Kalgoorlie/Boulder	Quarterly contributions- Regional Project Manager Job support hub - June, 2023	20,521.13	437,126.58
BP195.07	29/09/2023	City of Karratha	Long Service Leave contribution - Recoup	10,541.20	447,667.78
BP195.08	29/09/2023	Coastline Mowers	Parts for P15	746.05	448,413.83
BP195.09	29/09/2023	Corsign WA Pty Ltd	Signs for traffic management course	369.60	448,783.43
BP195.10	29/09/2023	CyberSecure Pty Limited	Monthly data protection & cloud storage for the 2023/24 financial year	540.10	449,323.53
BP195.11	29/09/2023	Donovan Payne Architects	Architectural, engineering and project management for Ageing in Place project and pool retiling	10,340.00	459,663.53
BP195.12	29/09/2023	Dunning's	Av gas drums	57,325.77	516,989.30
BP195.13	29/09/2023	Eagle Petroleum (WA) Pty Ltd	Hire of fuel trailer and new fuel trailer	47,422.10	564,411.40
BP195.14	29/09/2023	Earth Australia Contracting Pty Ltd	4 x 8.5kg gas bottles for Hoover House	200.02	564,611.42
BP195.15	29/09/2023	Elite Gym Hire	Monthly gym equipment hire - October 2023	1,649.34	566,260.76
BP195.16	29/09/2023	Flex Industries Pty Ltd	Parts and repairs to P596	3,262.86	569,523.62
BP195.17	29/09/2023	GTN Services	Parts and service to P1	6,357.89	575,881.51
BP195.18	29/09/2023	Heatley's Sales Pty Ltd	Lock out tags for Depot	283.03	576,164.54
BP195.19	29/09/2023	Hersey's Safety Pty Ltd	Works staff uniforms	7,134.78	583,299.32
BP195.20	29/09/2023	Kalgoorlie Case & Drill Pty Ltd	Chest fridge and transit bag for P6 & P1	3,948.00	587,247.32
BP195.21	29/09/2023	Leonora Motor Inn	Accommodation for T Sargen - EHO work	712.00	587,959.32
BP195.22	29/09/2023	Leonora Pharmacy -	First aid supplies for LELC	426.50	588,385.82
BP195.23	29/09/2023	LG Professionals WA	Online, standardised training for every local government officer, eLearning Program	440.00	588,825.82
BP195.24	29/09/2023	Luck Thai Cleaning	Cleaning of Shire buildings 28/08/23 to 24/09/23	15,975.85	604,801.67
BP195.25	29/09/2023	Modern Teaching Aids Pty Ltd	Supplies for youth centre and LELC	4,150.25	608,951.92

Accounts for Payment - October 2023 Batch Payments 195 - 196

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP195.26	29/09/2023	Netlogic Information Technology	Microsoft subscription and CRC computer support	82.50	609,034.42
BP195.27	29/09/2023	Northern Goldfields Electrical Pty Ltd	Electrical work at multiple Shire buildings	1,903.00	610,937.42
BP195.28	29/09/2023	Nov Australia Pty Ltd	Service of emergency	764.50	611,701.92
BP195.29	29/09/2023	Office National Kalgoortie	Stationery for admin and depot	765.97	612,467.89
BP195.30	29/09/2023	Outback Grave Markers	Cemetery plaques	27,500.00	639,967.89
BP195.31	29/09/2023	Penns Cartage Contractors	Freight charges for Works depot	66.55	640,034.44
BP195.32	29/09/2023	PFD Food Services Pty Ltd	Consumables for Hoover House	2,526.85	642,561.29
BP195.33	29/09/2023	Pier Street Medical	Medicals for youth centre & works staff	588.00	643,149.29
BP195.34	29/09/2023	Resources Trading	Drill fastening kit	119.68	643,268.97
BP195.35	29/09/2023	TAPS Industries Pty Ltd	Plumbing work on Shire buildings	2,910.05	646,179.02
BP195.36	29/09/2023	Team Global Express Pty Ltd	Freight charges for depot and admin	2,702.42	648,881.44
BP195.37	29/09/2023	Telstra	Phone and internet charges Shire buildings & CRC	7,758.06	656,639.50
BP195.38	29/09/2023	Terry Sargent	EHO baseline	5,120.00	661,759.50
BP195.39	29/09/2023	Tradelink Pty Ltd	Parts for works depot and 11 Queen Vic	613.33	662,372.83
BP195.40	29/09/2023	Transcend Initiatives Pty Ltd	Youth engagement	14,151.50	676,524.33
BP195.41	29/09/2023	Wurth Australia Pty Ltd	Cleaning supplies and consumables for works dept	2,091.79	678,616.12
Total - Batch Payment 195				678,616.12	
BP196.01	06/10/2023	AFGRI Equipment Australia Pty Ltd	Parts for P2431	4,385.92	4,385.92
BP196.02	06/10/2023	Airport Security Pty Ltd	Aviation security identification card	240.00	4,625.92
BP196.03	06/10/2023	ALU Glass	Reglaze window in Council chambers	319.00	4,944.92
BP196.04	06/10/2023	Artgold	September arts workshop	3,520.00	8,464.92
BP196.05	06/10/2023	Avdata Australia	Leonora Water Management - Standpipe - September, 2023	321.55	8,786.47
BP196.06	06/10/2023	BOC Limited	Container service for depot and medical centre 29/08/23 to 27/09/23	128.22	8,914.69
BP196.07	06/10/2023	Butsons Building Service	Accommodation for CEO 01/07/23 to 19/08/23	5,390.00	14,304.69
BP196.08	06/10/2023	Calimo Pty Ltd	Re-tiling and associated works at Leonora Swimming Pool - Claim 7	98,763.50	113,068.19
BP196.09	06/10/2023	Canine Control	Ranger services 21/09/23 to 23/09/23	4,215.20	117,283.39
BP196.10	06/10/2023	Chefmaster Australia	Cleaning supplies for admin	630.99	117,914.38
BP196.11	06/10/2023	Coastmac	Tipper trailer, fire fighting trailer, gardeners trailer	20,740.00	138,654.38
BP196.12	06/10/2023	Delivering Outcomes	WHS onsite services - September, 2023	17,595.99	156,250.37
BP196.13	06/10/2023	Eagle Petroleum (WA) Pty Ltd	Fuel card transactions - September, 2023	2,575.49	158,825.86
BP196.14	06/10/2023	Earth Australia Contracting Pty Ltd	2 8.5 swap go gas bottles for Hoover House	100.01	158,925.87
BP196.15	06/10/2023	Flex Industries Pty Ltd	Dangerous goods signs	180.14	159,106.01
BP196.16	06/10/2023	GTN Services	Supply and fit new battery and inspect charge rate for P271	281.41	159,387.42
BP196.17	06/10/2023	Heatley's Sales Pty Ltd	Cleaning supplies for Youth Centre	479.67	159,867.09
BP196.18	06/10/2023	Herron Todd White (WANT) Pty Ltd	Revaluation of Goldfields Records Storage	1,980.00	161,847.09
BP196.19	06/10/2023	Horizon Power	Power and supply charges for admin and rec centre	1,336.34	163,183.43

Accounts for Payment - October 2023 Batch Payments 195 - 196

Batch Ref	Date	Name	Item	Payment by delegated Authority	Balance
BP196.20	06/10/2023	ITR Kalgoorlie	Parts for works depot	231.79	163,415.22
BP196.21	06/10/2023	Lakes Electrical - LED Goldfields	Aircon unit for DCEO office	1,265.00	164,680.22
BP196.22	06/10/2023	Landgate	Mining tenements chargeable schedule M2023/09 04/08/23 to 06/09/23	149.60	164,829.82
BP196.23	06/10/2023	Leonora Motor Inn	Accommodation for EHO and WHS consultant	1,424.00	166,253.82
BP196.24	06/10/2023	Leonora Post Office	Shipping costs and vouchers for St Johns volunteers	625.95	166,879.77
BP196.25	06/10/2023	Luck Thai Cleaning	Cleaning of Shire buildings 14/08/23 to 27/08/23	8,519.50	175,399.27
BP196.26	06/10/2023	Mammoth Security Pty Ltd	Alarm monitoring of Shire buildings	971.46	176,370.73
BP196.27	06/10/2023	Mandy Wynne -	General accounting and support	679.25	177,049.98
BP196.28	06/10/2023	Modular WA	CEO Residence (RFT 03/2023) Claim 4	204,467.40	381,517.38
BP196.29	06/10/2023	Moore Australia	Accounting and financial consulting	20,625.00	402,142.38
BP196.30	06/10/2023	Netlogic Information Technology	Computer consulting for various Shire buildings	4,780.00	406,922.38
BP196.31	06/10/2023	Office National Kalgoorlie	Stationery and diaries	426.11	407,348.49
BP196.32	06/10/2023	Outback Parks&Lodges	Accommodation for Ranger 21/09/23 to 23/09/23	330.00	407,678.49
BP196.33	06/10/2023	PFD Food Services Pty Ltd	Consumables for Hoover House	1,678.70	409,357.19
BP196.34	06/10/2023	Pier Street Medical	Medical services provision and admin support payment	78,180.27	487,537.46
BP196.35	06/10/2023	Prosegur Australia Pty Ltd	ATM fees September, 2023	2,934.18	490,471.64
BP196.36	06/10/2023	Sigma Chemicals	Supplies for the pools	379.72	490,851.36
BP196.37	06/10/2023	Squire Patton Boggs	Audit letter - June, 2023	505.45	491,356.81
BP196.38	06/10/2023	St John Ambulance Western Australia Ltd	First aid equipment for Rec centre	935.00	492,291.81
BP196.39	06/10/2023	Stephen Peacock Construction	Repairs to buildings in Gwalia townsite	9,735.00	502,026.81
BP196.40	06/10/2023	Sunny Industrial Brushware	Brushes for P2480 - Street sweeper	539.44	502,566.25
BP196.41	06/10/2023	Team Global Express Pty Ltd	Freight charges for depot supplies- ONK	61.02	502,627.27
BP196.42	06/10/2023	Telstra	Phone and internet charges Shire buildings	2,804.83	505,432.10
BP196.43	06/10/2023	WA Fibreglass Pools	Swimming Pool CEO Residence	36,652.50	542,084.60
BP196.44	06/10/2023	Water Corporation	Water and supply charges for all Shire buildings	19,525.73	561,610.33
BP196.45	06/10/2023	Win Television WA-	Advertising Gwalia on 9WA	660.00	562,270.33
Total - Batch Payment 196				562,270.33	
GRAND TOTAL				1,240,886.45	

Accounts for Payment - October 2023 Cheques & Payroll Liabilities

Shire of Leonora					
Monthly Report – List of Accounts Paid by Delegated Authority					
Submitted to Council on the 17th October, 2023					
The following list of accounts has been paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions contain Wages & Payroll Liability payments since the previous list of accounts paid by Delegated Authority totalling \$85,992.73					
CHIEF EXECUTIVE OFFICER					
Cheque	Date	Name	Item	Payment by Delegated Authority	Balance
PL03102023	10/10/2023	Shire of Leonora	Payroll deductions PPE: 02/10/2023	1,429.10	1,429.10
PL19092023	21/09/2023	Shire of Leonora	Payroll deductions PPE: 18/09/2023	1,721.61	3,150.71
PPE03102023	3/10/2023	Shire of Leonora	Salaries & wages PPE: 3/10/2023	82,842.02	85,992.73
GRAND TOTAL				85,992.73	

10.0 REPORTS**10.5 ENVIRONMENTAL HEALTH OFFICER REPORTS****10.5.(A) DEVELOPMENT APPLICATION FOR WORKERS ACCOMMODATION IN LIGHT INDUSTRY ZONE**

SUBMISSION TO:	Ordinary Council Meeting Meeting Date: 17th October 2023
AGENDA REFERENCE:	10.5.(A) OCT 23
SUBJECT:	Development Application for Workers Accommodation in Light Industry Zone
LOCATION/ADDRESS:	Lot 13 (No. 64) Kurrajong Street, Leonora
NAME OF APPLICANT:	Sandra Kelly, Neil Kelly, and Adam Kelly
FILE REFERENCE:	21.1.0
AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT	
NAME:	Ty Matson
OFFICER:	Chief Executive Officer
INTEREST DISCLOSURE:	Nil
DATE:	12th October 2023
SUPPORTING DOCUMENTS:	<ol style="list-style-type: none">1. Attachment 1 - Development Plans ↓2. Attachment 2 - Planning Submission ↓

SUMMARY

The Shire has received a development application seeking approval for 'Workers Accommodation' and for the 'Storage of Plant and Equipment' (**proposed development** or **proposal**). The proposal is located at Lot 13 (No. 64) Kurrajong Street, Leonora (**subject site** or **site**) and includes the provision of two (2) sea containers with a dome roof for storage (already on-site) and three (3) modules of transportable buildings: two (2) of these modules are to house the workers and the third is proposed as an office.

Each transportable module consists of a bedroom unit and a separate kitchen, laundry and lounge unit connected via decking and a roof structure.

The balance of the site is proposed to be utilised for the parking of commercial vehicles (service trucks for Goldfields Controlled Waste).

Two (2) 12m leach drains are proposed for on-site effluent disposal. Reticulated water mains exist on the eastern side of the street and the Applicant has advised that they have paid for a water meter connection. No rainwater tanks have been proposed.

The proposed development can be categorised as 'Transport Depot', 'Warehouse/Storage' and 'Workforce Accommodation', all of which are capable of approval.

The proposal seeks variations to the following provisions of the Shire of Leonora Local Planning Scheme No. 2 (**LPS2** or **Scheme**):

- Schedule 2, clause 3(a) – Setback from street alignment; and

- Schedule 2, clause 3(a) – Car parking.

It is noted that retrospective approval will be required for the sea containers that are already existing on site which encroaches on the street setback area.

Nevertheless, the assessment has concluded that the proposed development warrants approval, subject to conditions.

BACKGROUND

The subject site measures 2,616m² and exists within the industrial area located to the south-west of Leonora Townsite. Specifically, the site is situated within a corridor bound by Kurrajong Street to the east and the freight railway line to the west.

The general surrounding locality is of similar industrial use, with the lots to the immediate north and south of the subject site being vacant. Most lots are characterised by outbuildings, commercial vehicle parking, transportable buildings and sea containers.

A locality plan is provided at Figure 1 and the proposed development plans are provided as

Attachment 1. No internal floor plans have been provided.



Figure 1: Subject Site and Locality (Source: PlanWA 2023)

The proposal is intended to be used as a base for the operations of Goldfields Controlled Waste to service mining and related business. The proposed workers accommodation intends to accommodate fly-in fly-out (FIFO) staff on a fourteen (14)-days on and seven (7)-days off rotation. A transportable dwelling unit is proposed to cater for between three (3) and five (5) general staff, with the second transportable unit dedicated for management staff up to a maximum of three (3) persons, who will be attending the site periodically. It is noted that the proposal indicates a maximum of five (5) persons to be on site at any one time.

It is noted from aerial imagery that there is existing commercial vehicle parking on site with two (2) sea containers, making part of the application retrospective.

COMMENT**Local Planning Scheme No. 2**

The subject site is zoned 'Light Industry' pursuant to LPS2. The objectives of the zone are set out in Clause 16 (2) of the Scheme as follows:

- *To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.*
- *To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.*
- *To allow for workforce accommodation where it can be demonstrated that it would support an operational light industrial land use.*

With respect to the above, the objectives at dot points 1 and 3 are relevant to the proposal.

'Warehouse/Storage' is 'P', permitted use in the 'Light Industry' zone meaning that the use is permitted if it complies with the relevant development standards and requirements of the Scheme. These will be discussed separately. The definition of Warehouse/Storage pursuant to Clause 38 of LPS2 is as follows:

"means premises including indoor or outdoor facilities used for —
(a) the storage of goods, equipment, plant or materials; or
(b) the display or sale by wholesale of goods;"

The proposed 'Workforce Accommodation' is a 'D', discretionary use under the 'Light Industry' zone which means that the use is not permitted unless discretion has been exercised by granting approval. The definition of workers accommodation pursuant to Clause 38 of LPS2 is as follows:

"means premises, which may include modular or relocatable buildings, used —
(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
(b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors."

The proposal is intended for FIFO workers staying on-site on a rotation basis to support Goldfields Waste's services to mining and related businesses within the Goldfields Region. It is therefore considered that such use is consistent with the objectives of the zone.

It is noted that the 'Commercial Vehicle Parking' use was the land use classification suggested by the Applicant, however, the definition under LPS2 limits 'Commercial Vehicle Parking' to one or 2 commercial vehicles. During the assessment process, the Applicant has clarified that approval is sought for the parking of four (4) commercial vehicles (trucks) which cannot be captured under the definition. Nevertheless, LPS2 defines 'Transport Depot' as:

"premises used primarily for the parking or garaging of 3 or more commercial vehicles including —
(a) any ancillary maintenance or refuelling of those vehicles; and
(b) any ancillary storage of goods brought to the premises by those vehicles; and
(c) the transfer of goods or persons from one vehicle to another"

- (d) 'Transport Depot' is therefore considered the more appropriate land use classification and is a 'P' (permitted) use in the 'Light Industry' zone.
- (e) In terms of applicable development standards and requirements, these are prescribed in Schedule 2, clause 3(a) of the Scheme and are assessed below. Clause 34(2) of LPS2 provides the Shire with discretion to approve an application that does not comply with the applicable development standards and requirements.

Clause	Compliance	Comment
<p>(a) Development in the Light Industry and General Industry zone shall be in conformity with the following:</p> <p>Minimum site area 2000sqm;</p> <p>Setback from street alignment 9m;</p> <p>No. of car parking bays is 1 for each 65sqm NLA.</p>	<p>Complies</p> <p>Variation sought</p> <p>Variation sought</p>	<p>The proposed storage structure is setback 3m from the street boundary in lieu of 9m. Kurrajong Street has a somewhat unusually wide road reserve of approximately 30m, with the existing road pavement being approximately 14m from the site's front boundary. Accordingly, it is considered that the road reserve provides significant buffer and setback to the streetscape. Consideration has also been given to the immediate locality where there is varying street setbacks for developed 'Light Industry' lots and furthermore, the property is adjoined on two (2) of its boundaries by reserved land. As such, the proposed setback is not considered to adversely impact on the character of the locality or the surrounding users and occupiers, and can be supported.</p> <p>The total floor area of the Workforce Accommodation units and the Office equates to 198sqm and therefore requires three (3) car parking bays. No formalised car parking bays have been proposed to date however the site has ample space for vehicle parking. It is recommended a condition of approval be provided requiring a dedicated (and consolidated) area for the parking of commercial and private vehicles to be</p>

		indicated on the plans prior to building approval, and thereafter implemented.
(c) Development of land for workforce accommodation in the Light Industry and General Industry zone is subject to development approval of the local government and any conditions imposed by the local government relating to standards including buildings, facilities, car parking and landscaping, and may include as a condition a time limit on development.	For noting only.	As mentioned, it is considered that the proposed 'Workforce Accommodation' is consistent with the objectives of the 'Light Industry' zone. As above, a condition requiring a consolidated parking area is recommended to ensure adequate parking is provided in an orderly manner. The impact of rail noise is considered below and a condition is also recommended in that respect to ensure suitability of the accommodation in this location.

State Planning Policy 5.4 – Road and Rail Noise (SPP5.4)

The subject site is located within a 'Freight Railway Trigger Distance' as defined by SPP5.4. SPP5.4 is a state policy used to minimise impact of road and rail noise on noise-sensitive land use and development.

Noise sensitive land use is defined within SPP5.4 as:

"Land-uses or development occupied or designed for occupation or use for residential purposes (including dwellings, residential buildings or shortstay accommodation), caravan park, camping ground, educational establishment, child care premises, hospital, nursing home, corrective institution or place of worship."

Whilst it is not clear from the policy whether 'workforce accommodation' falls under the definition of a noise-sensitive land use, the wording 'designed for occupation' suggests workforce accommodation may be considered a sensitive land use.

It is acknowledged that the level of amenity expected for workforce accommodation, particularly within a 'Light Industry' zone will not be the same as a 'residential' development on residential zoned land. Consideration has also been given to the frequency of travel of the freight train line (Kalgoorlie Leonora Railway). It is indicated that the railway operations are infrequent and only operates during daylight hours. As such, it can be considered that the railway will likely have a negligible impact on the workforce accommodation. However, a condition is recommended to ensure acceptable internal transport noise levels as per SPP5.4 and the associated Guidelines are met for the accommodation units.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Leonora Local Planning Scheme No. 2

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council Approve the application for 'Commercial Vehicle Parking', 'Warehouse/Storage' and 'Workforce Accommodation' at Lot 13 (No. 64) Kurrajong Street, Leonora, subject to the following conditions:

Conditions:

1. The development hereby approved shall occur in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Shire.
2. The 'Workforce Accommodation' is for a maximum of five (5) persons at any one time.
3. Prior to the issuance of a Building Permit, an acoustic assessment is to be provided ensuring that the accommodation units can achieve acceptable internal noise levels, to the satisfaction of the Shire.
4. The 'Transport Depot' is for the parking or garaging of a maximum of four (4) commercial vehicles at any one time.
5. No servicing or washdown of vehicles is permitted.
6. Prior to the issuance of a Building Permit, a revised site plan is to be provided showing a designated area for vehicle parking to the satisfaction of the Shire. Thereafter, the designated parking area is to be implemented.
7. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire.
8. Satisfactory building plans being approved by the Shire.
9. Prior to commencement, the applicant shall obtain an "approval to construct or install an apparatus for the on-site treatment of sewage" from the Shire's Environmental Health Officer.

Advice Notes:

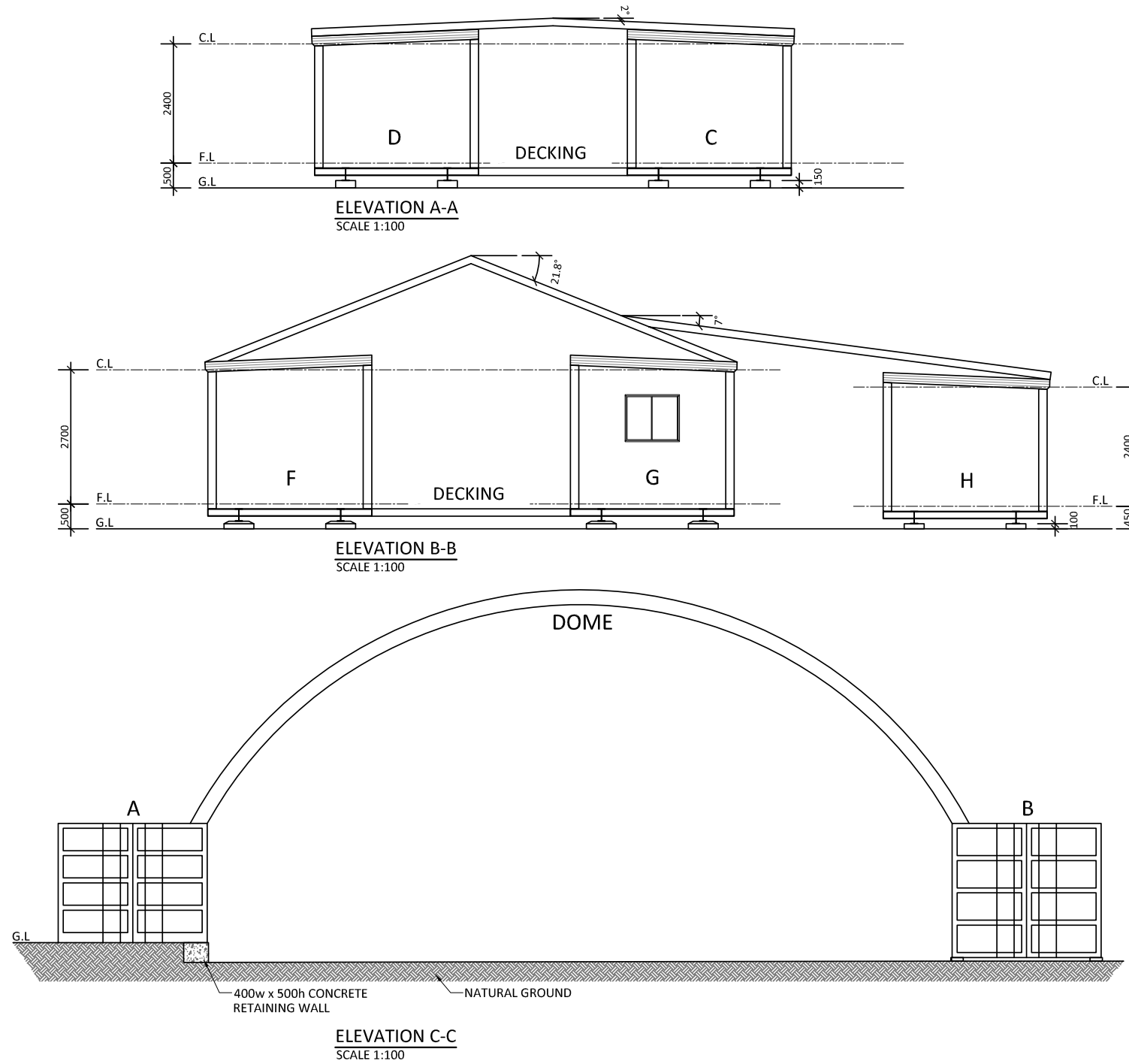
- a) The applicant is advised that this planning approval does not negate the requirement for the additional approvals which may be required under separate legislation. It is the applicants responsibility to obtain any additional approvals required before the development/use lawfully commences.
- b) Should the applicant be aggrieved by the decision of the Council (in part or whole) there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of the decision.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Chief Executive Officer



GENERAL NOTES
 1. ALL DIMENSIONS TO BE VERIFIED ON SITE PRIOR TO COMMENCEMENT OF WORKS.
 2. USE WRITTEN DIMENSIONS ONLY, DO NOT SCALE DRAWINGS.
 3. READ IN CONJUNCTION WITH OTHER DRAWINGS, SPECIFICATIONS & CONSULTANTS DOCUMENTATION.
 4. REFER ANY DISCREPANCIES IMMEDIATELY TO THE DESIGNER & AWAIT WRITTEN INSTRUCTION.

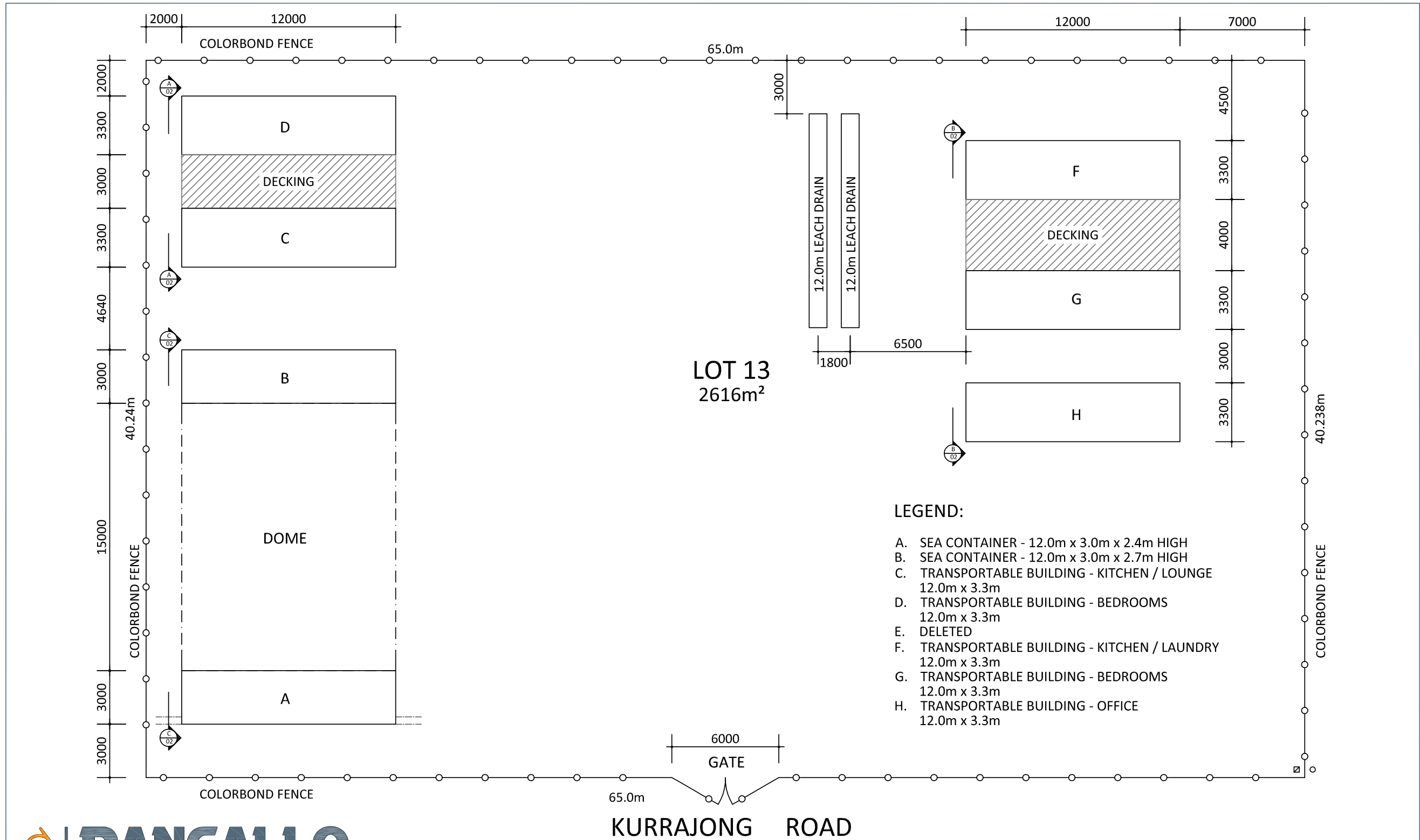
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 T 0405 345 977
 E APDRAFTING@LIVE.COM

SHEET
ELEVATIONS
 PROJECT
 PROPOSED NEW BUILDINGS
 DRAWING NO.
A.02

DRAWN
 AP
 DATE
 05/06/23
 SCALE
 1:50
 SIZE
 A3
 REVISION
A

PROJECT NO.
 DSN00259
 PROJECT CLIENT
 LONG REACH CONSTRUCTION
 PROJECT ADDRESS
 LOT 13, KURRAJONG RD, LEONORA
 WA

NO.	DESCRIPTION	DATE	BY	CHK'D
A	ISSUED FOR APPROVAL	05/06/23	AP	



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SHEET
SITE PLAN
 PROJECT
 PROPOSED NEW BUILDINGS
 DRAWING NO.
C.01

DRAWN
 AP
 DATE
 30/05/23
 SCALE
 1:50
 SIZE
 A3
 REVISION
C

PROJECT NO.
 DSN00259
 PROJECT CLIENT
 LONG REACH CONSTRUCTION
 PROJECT ADDRESS
 LOT 13, KURRAJONG RD, LEONORA
 WA

NO.	DESCRIPTION	DATE	BY	CHK'D
A	ISSUED FOR APPROVAL	30/05/23	AP	
B	ISSUED FOR APPROVAL	05/06/23	AP	
C	ISSUED FOR APPROVAL	26/06/23	AP	



TOWN PLANNING
GOVERNMENT ENGAGEMENT
WASTE MANAGEMENT

6 September 2023

Chief Executive Officer
Shire of Leonora
Via Email: ty.matson@leonora.wa.gov.au

Attention: Mr Ty Matson – Chief Executive Officer

Dear Sir

**Development Application
Workforce Accommodation and Storage of Plant/Equipment
Lot 13 (No. 64) Kurrajong Street, Leonora**

Pinnacle Planning acts on behalf of the owners of Lot 13 (No. 64) Kurrajong Street, Leonora (subject site).

We refer to the correspondence dated 10 August 2023, seeking further information on the proposal, sought further information to be provided with respect to the following aspects of the proposal:

1. Description of the proposal;
2. Front Setback area justification;
3. Provision of Car Parking;
4. Impacts of Abutting Rail Noise.

DESCRIPTION OF THE PROPOSAL

The subject site is owned by the operators of Goldfields Controlled Waste, and is proposed to be utilised as a base of the business with respect to a modest workforce accommodation camp, along with storage of plant and equipment.

The property has been acquired to assist as a base for operations of Goldfields Waste, as they service mining and related businesses in the Goldfields Region.

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ABN 37 159 462 218

The property, is proposed to house a Dome and Sea Containers storage canopy (already on site), storage for plant and equipment and vehicles, and three modules of transportable buildings, to house staff at the site.

The balance of the site is to be utilised for parking of commercial vehicles (service trucks), and occasional use of passenger vehicles.

Description of Uses Onsite

Under the provisions of the Shire of Leonora Local Planning Scheme No. 2 (LPS2) the subject site is zoned "Light Industry".

The objectives of the Light Industry zone as set out in LPS 2 include:

- “• *To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.*
- *To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.*
- *To allow for workforce accommodation where it can be demonstrated that it would support an operational light industrial land use. “*

As is evident from the above, the proposal meets both the ability to have workforce accommodation, and store vehicles, and conduct light industrial operations.

With respect to the land uses, we confirm the onsite uses are best characterised as follows:

- Commercial Vehicle Parking;
- Warehouse/storage;
- Workforce Accommodation.

All of the above uses are identified as either P or Permitted, and D or Discretionary.

Therefore, both from an objective, and land use permissibility perspective, all proposed uses on site are capable of being approved by the Shire.

With respect to the workforce accommodation, further discussions are included below.

Turning to the other uses for the site, the use of storage of plant and equipment is purely for storage purposes, and confirm there are no on-site uses and operations that generate noise.

Similarly, the parking of waste trucks on site is for parking purposes only, with servicing and wash down occurring offsite.

There are no noise, odour, dust or light generating activities on site, confirming the appropriateness of the combination of storage, vehicle parking and workforce accommodation as appropriate in terms of a land use mix internal of the site, and further, that the proposed uses will not have any offsite amenity impacts.

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All proposed uses therefore are demonstrated as appropriate.

Description of Occupation

With respect to the occupation of the site, the proposed transportable buildings are designed to cater to a small workforce of up to five (5) people on site as a maximum at any one time.

Buildings C, D and G are workforce accommodation, with buildings C and D set aside for staff accommodation, catering to three to five (3-5) staff, with management quarters catering to three (3) persons at building G.

All other uses are amenity buildings that support the workforce on Site.

The staffing of the workforce is managed through a fly in fly out workforce operation, with staff operating on a 14 days on and seven (7) days off roster, with management staff attending the site periodically.

The intention of the operation, is to utilise a pool of management and staff to operate the base with a maximum of five (5) people onsite at any one time.

In terms of access to the site, as all staff fly in to the operation, shared hire vehicles are utilised for staff, meaning the parking demand for the operation that is generated is one (1) vehicle for staff, and one (1) for management staff.

We note however the site has sufficient space for parking for commercial and passengers vehicles.

Accommodation Typology

We note that the Shire have sought confirmation that the accommodation units will be built as new, or are pre-owned accommodation modules.

We confirm that all accommodation buildings on site are to be built as new, as part of this and the upcoming Building Permit process, and are not pre-owned.

FRONT SETBACK CONCESSION JUSTIFICATIONS

We note the subject site is subject to a nine (9) metre front setback requirement pursuant to Schedule 2 of LPS 2.

The proposal seeks a setback of 3.5 metres in lieu of nine (9) metres.

The Kurrajong Street road reserve verge is 14 metres wide, which means in conjunction with the setback of the first sea container, the effective setback is 17.5 metres from the road pavement.

We further note all other aspects of built form on site are situated outside of the front setback area, with parking of vehicles proposed in the balance of the front setback area to the northeastern portion of the site.

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A review of the light industry zoned properties in the surrounding locality confirms a high degree of properties with sea containers, buildings and storage within setback areas. These properties also have a substantial road reserve verge, hence the actual uses and built form are setback from the road pavement a suitable distance.

For these reasons we consider the front setback variation appropriate.

PARKING CONSIDERATIONS

In relation to parking, we note the requirement for 1 bay per 65m² of net lettable area.

As discussed above, the site will be occupied by a small workforce, and will require generate the demand of two (2) parking spaces on the site, one for a shared hire car for staff, and another for management.

We note the ability to provide parking within the north eastern portion of the subject site within the front setback area.

As there is suitable space to cater to the demand of two parking bays, or indeed provide for three (3) bays as required, a condition could be imposed to ensure the north eastern portion of the site is kept free from other development or storage for the purpose of vehicle parking.

This matter is therefore addressed.

RAIL IMPACT CONSIDERATIONS

The subject site is located front of a privately operated rail line that operates along the rear boundary of the subject site.

The rail line is operated by Atlas and Qube, and operates 5-6 times a week during the day.

A review of State Planning Policy 5.4 (SPP 5.4) confirms that workforce accommodation is not classified as a land use required to be subject to assessment as a noise sensitive land use, noting that workforce accommodation is it's own land use, and is not a residential land use.

Further, the once daily operation of a private rail line during business hours, and the general expectation of amenity generally is such that the operation of this private rail line once daily does not present a sufficient amenity impact to warrant a noise assessment being conducted.

CONCLUSION

Based on the above, we consider the proposal ought to be approved, noting the considerations set out in this submission.

Should you require any further information or clarification in relation to this matter, please do not hesitate to contact the undersigned.

Yours faithfully

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PINNACLE PLANNING

A handwritten signature in blue ink, appearing to read 'Ben Carter', is displayed on a light grey rectangular background.

BEN CARTER

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ABN 37 159 462 218

10.0 REPORTS

10.6 ELECTED MEMBERS REPORTS

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

13.1 ELECTED MEMBERS

Nil

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

13.2 OFFICERS

Nil

14.0 MEETING CLOSED TO PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

14.0 MEETING CLOSED TO PUBLIC

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

15.0 STATE COUNCIL AGENDA

Nil

16.0 NEXT MEETING

Tuesday 21st November 2023

17.0 CLOSURE OF MEETING