



Attachments

Ordinary Council Meeting Wednesday 17 May 2024

INDEX

Attachment 7.1.1	April 2024 Council Minutes
Attachment 14.1.1	List of Accounts April 2024
Attachment 14.2.1	Monthly Financial Report April 2024
Attachment 14.3.1	10 Year Plant Replacement Program 2024 – 2034
Attachment 14.4.1	New Disposal of Property (Other than Land)
Attachment 14.4.2	New Delegation – A18 Disposal of Property
Attachment 14.5.1	Current Council Policy 2.1.5 – Councillor Resources Policy
Attachment 14.5.2	Revised Council Policy 2.1.5 – Councillor Resources Policy
Attachment 14.5.3	Current Council Policy 2.1.9 – Ipad Policy
Attachment 14.5.4	Revised Council Policy 2.1.9 – Councillor ICT Policy
Attachment 14.7.1	Shire of Wickepin Parking and Parking Facilities Local Law 2024
Attachment 14.7.2	Shire of Wickepin Parking and Parking Facilities Local Law 2024 – with minor changes
Attachment 14.7.3	Shire of Wickepin Parking and Parking Facilities Local Law 2024 – Final
Attachment 14.11.1	Application for Development Approval Form – CBH
Attachment 14.11.2	Covering Letter – Proposed Workforce Accommodation
Attachment 14.11.3	Certificate of Title
Attachment 14.11.4	Feature Survey
Attachment 14.11.5	Proposed Plans of Development
Attachment 14.11.6	Colorbond Material and Colour Palette
Attachment 14.11.7	Example of 'as constructed' Accommodation Units
Attachment 14.11.8	Stormwater Management Plan
Attachment 14.11.9	Post Development Catchment Plan
Attachment 14.11.10	Site and Soil Evaluation
Attachment 14.11.11	CBH Delegation to Sign Application for Development Approval



Unconfirmed Minutes

Ordinary Council Meeting
Wednesday 17 April 2024

Date	Wednesday 17 April 2024
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Monday 22 April 2024



Notice of Meeting

Please be informed an Ordinary Council Meeting of the Council of the Shire of Wickepin will be held at 3:30pm on Wednesday 17 April 2024 at the Shire of Wickepin Council Chambers, 77 Wogolin Road, Wickepin WA 6370.

A handwritten signature in black ink, appearing to read "K Bartley", is written over a faint circular watermark or background.

Kellie Bartley
Chief Executive Officer

12 April 2024

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council / committee meetings or during formal / informal conversations with Shire of Wickepin employees or representatives. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council / committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular, and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member, employee or representative of the Shire of Wickepin during the course of any meeting is not intended to be, and is not to be, taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns anyone who has an application lodged with the Shire of Wickepin must obtain, and only should rely on, written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

Contents

1	Declaration of Opening	6
2	Attendance	6
2.1	Present	6
3	Public Question Time	6
3.1	Responses to Previous Public Questions Taken On Notice	6
3.2	Public Question Time	6
4	Apologies and Leave of Absence	6
4.1	Apologies	6
4.2	Previously Approved Leave of Absence	6
4.3	Requests for Leave of Absence	6
5	Petitions, Memorials and Deputations	7
5.1	Petitions	7
5.2	Memorials	7
5.3	Deputations.....	7
6	Declarations of Councillors and Officers Interest	7
7	Confirmation of Minutes of Previous Meetings	7
7.1	Minutes of the Ordinary Council Meeting held Wednesday 20 March 2024.....	7
8	Status Report	8
9	Motions of Which Notice Has Been Given	15
10	Receipt of Committee Minutes or Reports and Consideration of Recommendations	15
10.1	Minutes of the Bush Fire Control Officer’s meeting held Tuesday 26 March 2024.....	15
10.2	Minutes of the Audit & Governance Meeting held Wednesday 21 March 2024	15
11	President’s Report	16
12	Report by the Chief Executive Officer	18
13	Notices of Motions for the Following Meeting	20
14	Reports and Information	21
14.1	Monthly Schedule of Accounts Paid – March 2024	21
14.2	Statement of Financial Activity – March 2024.....	24
14.3	Appointment of Bush Fire Related Officers 2024/2025.....	26
14.4	Dual Fire Control Officer	29
14.5	District Fire Break Notice Approval 2024/2025.....	31

15 Confidential Reports and Information 34

16 Urgent Business..... 34

 16.1 Local Emergency Management Committee Review – Combined Shires Wickepin,
 Cuballing and Narrogin35

17 Closure..... 39

1 Declaration of Opening

The Presiding Member declared the meeting open at 3.36pm.

2 Attendance

2.1 Present

Councillors

J Russell	Shire President
W Astbury	Deputy Shire President
F Allan	Councillor
L Corke	Councillor
J Mearns	Councillor
P Thompson	Councillor

Employees

K Bartley	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
L Marchei	Executive Support Officer
J Harvey	Customer Service Officer (Observer)

3 Public Question Time

3.1 Responses to Previous Public Questions Taken On Notice

3.2 Public Question Time

Nil

4 Apologies and Leave of Absence

4.1 Apologies

T Miller	Councillor
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4.2 Previously Approved Leave of Absence

Nil

4.3 Requests for Leave of Absence

Nil

5 Petitions, Memorials and Deputations

5.1 Petitions

Nil

5.2 Memorials

Nil

5.3 Deputations

6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

Nil declarations

7 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Council Meeting held Wednesday 20 March 2024

Officer Recommendation

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 20 March 2024, as included in the attachments, as a true and accurate record.

Council Decision

Resolution OCM-170424-01

Moved Cr F Allan

Second Cr L Corke

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 20 March 2024, as included in the attachments, as a true and accurate record.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

8 Status Report

Key

○ = in progress ✓ = completed ✕ =superseded

Item	Subject	Council Decision	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Commenced, not yet complete. Chief Executive Officer has contacted the Committee regarding progress of the project.
1161-150921-13	Townscape and Cultural Planning Committee Recommendations	That the current Wogolin Road Information Board not be re-sited and that a new board be redesigned.	○	Commenced, researching digital signage. Chief Executive Officer has contacted the Committee regarding progress of the project.
OCM-231213-04	Public Transport Authority – Draft Lease Template	That Council re-submit request to the Public Transport Authority to purchase railway reserve land south of the railway line.	○	Re-submitted and awaiting response.
OCM-210224-07	Proposed Fencing Law	<p>That Council:</p> <p>1. In accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public notice stating that it proposes to make a Fencing Local Law 2024, a summary of its purpose and effect being:</p> <p><u>Purpose</u> The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.</p> <p><u>Effect</u> The effect of this local law is to establish the minimum requirements for fencing within the district.</p> <p>2. Notes that:</p>	○	Consultation period has commenced – closes 3 May 2024.

Item	Subject	Council Decision	Status	Action
		<p>a) Copies of the proposed Fencing Local Law 2024 may be inspected at the Shire's offices and will be made available on the Shire's website;</p> <p>b) Submissions regarding the proposed Fencing Local Law 2024 may be made to the Shire within a period of not more than 6 weeks after the public notice is given;</p> <p>c) In accordance with section 3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given, a copy of the proposed Fencing Local Law 2024 will be provided to the Minister for Local Government; and</p> <p>d) In accordance with section 3.12(3) (c) of the Local Government Act 1995, a copy of the proposed Fencing Local Law 2024 will be supplied to any person requesting it.</p> <p>3. Notes that all submissions received will be presented to Council for consideration.</p>		
OCM-210224-08	Proposed Parking and Parking Facilities Local Law	<p>That Council:</p> <p>1. In accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public notice stating that it proposes to make a Parking and Parking Facilities Local Law 2024, a summary of its purpose and effect being:</p> <p><u>Purpose</u></p>	○	Consultation period has commenced – closes 3 May 2024.

Item	Subject	Council Decision	Status	Action
		<p>The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.</p> <p><u>Effect</u></p> <p>The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.</p> <p>2. Notes that:</p> <p>a) Copies of the proposed Parking and Parking Facilities Local Law 2024 may be inspected at the Shire's offices and will be made available on the Shire's website;</p> <p>b) Submissions regarding the proposed Parking and Parking Facilities Local Law 2024 may be made to the Shire within a period of not more than 6 weeks after the public notice is given;</p> <p>c) In accordance with section 3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given, a copy of the proposed Parking and Parking Facilities Local Law 2024 will be provided to the Minister for Local Government; and</p>		

Item	Subject	Council Decision	Status	Action
		<p>d) In accordance with section 3.12(3)(c) of the Local Government Act 1995, a copy of the proposed Parking and Parking Facilities Local Law 2024 will be supplied to any person requesting it.</p> <p>3. Notes that all submissions received will be presented to Council for consideration.</p>		
OCM-210224-09	Consideration of Motion from 2024 Annual General Meeting of Electors – Annual Australia Day Event	<p>1. That Council commit to having an annual Australia Day event, either Shire managed or via a local community group with funding of the event by Council.</p> <p>2. That consideration/planning for the 2025 Australia Day event be scheduled to commence in July 2024 via discussion at that month's Forum.</p>	○	To be discussed at July Forum.
OCM-200324-05	Review of Budget 2023/2024	That Council, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations 1996, adopts the review of the 2023-2024 Annual Budget (as attached) and acknowledges the proposed revisions to revenue and expenditure estimates contained in the review.	✓	
OCM-200324-06	Attendance at Events and Functions' Policy	That Council adopt the 'Attendance at Events and Functions' Policy as shown in the attachment.	✓	
OCM-200324-07	Code of Conduct Behaviour Complaints Management Policy	That Council adopt the Code of Conduct Behaviour Complaints Management Policy and 'Complaint about Alleged Breach' Form	✓	

Item	Subject	Council Decision	Status	Action
		as presented in the attachments.		
OCM-200324-08	Compliance Audit Return 2023	That Council adopt the Compliance Audit Return for the 2023 calendar year as shown in the attachment prior to it being submitted to the Department of Local Government, Sport and Cultural Industries.	✓	
OCM-200324-09	Strategic Community Plan 2023-2033	That Council: 1. Note the Community Engagement Outcomes Report 2023 as presented. 2. Adopt the Shire of Wickepin Strategic Community Plan 2023-2033 as presented, to replace the 2018-2028 Strategic Community Plan.	✓	
OCM-200324-10	Agreement Provision of Day Care Services- Wickepin Playgroup Premises	1. That Council endorse the Agreement (MOU) with Sally-Mae Downey and authorise the Chief Executive Officer to sign the Agreement. 2. That the Chief Executive Officer be authorised to enter into an Agreement (MOU) with REED for its one day per week child care service at the Wickepin Playgroup premises subject to the terms and conditions contained in the Agreement being for a maximum term of 2 years and is consistent with the terms and conditions of the agreement with Sally-Mae Downey.	✓	
OCM-200324-11	Renewal of Agreement (MOU)	That Council endorse the new Agreement (MOU) with the	✓	

Item	Subject	Council Decision	Status	Action
	with Wickepin Playgroup	Wickepin Playgroup and authorise the Chief Executive Officer to sign the Agreement.		
OCM-200324-12	Club Nights Light Program Grant Application – Wickepin Tennis Club	<p>1. That Council approve the submission of the Club Night Lights Program (CNLP) grant application by the Wickepin Tennis Club for upgrade of lighting at the tennis courts.</p> <p>2. The Council advises the Department of Local Government, Sport and Cultural Industries that Council ranks this grant application as Priority 1 of 1 for the current CNLP funding round for this Shire.</p> <p>3. That Council, in the event the application is successful, commits to funding its financial contribution (\$5,750 cash, \$4,016 in-kind) in the 2024/25 budget with the cash component being funded from the 2024/25 community grants allocation.</p>	○	Submitted
OCM-200324-13	Final Adoption Scheme Amendment No. 3 – Lot 7 (No. 56) Fisher Street, Wickepin	<p>That with respect to the proposed Scheme Amendment No. 3 at Lot 7 (No.56) Fisher Street, Wickepin, to rezone the land from "Recreation and Open Space" reserve to "Residential" zone with a density coding of R10, Council:</p> <p>1. Pursuant to Section 50(2) & (3)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015, support the Standard</p>	○	In Progress

Item	Subject	Council Decision	Status	Action
		<p>Scheme Amendment No.3 without modifications to the Shire of Wickepin Local Planning Scheme No. 4 for final approval by:</p> <p>a. Amending the classification of Lot 7 on Deposited Plan 189958 (No. 56) Fisher Street, Wickepin from 'Recreation and Open Space' reserve to 'Residential' zone with a density coding of R10.</p> <p>b. Amending the Scheme Map accordingly.</p> <p>2. Authorise the Chief Executive Officer and President to endorse the amendment documentation for final approval and affix the Shire of Wickepin common seal.</p> <p>3. Advise those persons who lodged submissions of the outcome.</p> <p>4. Forward the endorsed scheme amendment documentation to the Western Australian Planning Commission for its determination.</p> <p>5. Write to the property owner advising of the potential spray drift from the agricultural property to the east.</p>		

Where a resolution is formal, procedural or lost it has not been recorded e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.

9 Motions of Which Notice Has Been Given

Nil

10 Receipt of Committee Minutes or Reports and Consideration of Recommendations

10.1 Minutes of the Bush Fire Control Officer's meeting held Tuesday 26 March 2024 Officer Recommendation

That Council receive the minutes of the Bush Fire Control Officer's meeting held Tuesday 26 March 2024, as included in the attachments.

Council Decision

Resolution OCM-170424-02
Moved Cr F Allan
Second Cr J Mearns

That Council receive the minutes of the Bush Fire Control Officer's meeting held on Tuesday 26 March 2024, as included in the attachments.

Carried 6/0
For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson
Against Nil

10.2 Minutes of the Audit & Governance Meeting held Wednesday 21 March 2024 Officer Recommendation

That Council receive the minutes of the Audit & Governance Meeting held Wednesday 21 March 2024, as included in the attachments.

Council Decision

Resolution OCM-170424-03
Moved Cr F Allan
Second Cr W Astbury

That Council receive the minutes of the Audit & Governance Meeting held on Wednesday 21 March 2024, as included in the attachments.

Carried 6/0
For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson
Against Nil

11 President's Report

On Wednesday 27 March, CEO Kell and myself met with the Shire CEOs of Narrogin and Cuballing and Shire President of Cuballing to discuss the request by the Shire of Cuballing for the Shire of Narrogin to become involved in the joint arrangements of the LEMC that the Shire of Cuballing and the Shire of Wickepin currently are undertaking.

The Shire of Cuballing applied for, and was successful, in receiving an AWARE Grant which enabled a contractor to be hired to collate all of the information with regards to this matter. After discussions, it was decided that the contractor be requested to address the Councillors of the Shire of Wickepin at the April Council Forum to enlighten them on these findings so that the matter can be further clarified and a clear direction forward regarding the LEMC can be decided.

The earlier than normal Easter break this year combined with school holidays, provided the opportunity for a few days away under glorious weather conditions, albeit quite dry and dusty.

On Wednesday 10 April alongside CEO Kell and DCEO Erika, I attended the Audit Entrance meeting of AMD Chartered Accountants, who are once again our Auditors for the 2023-24 financial year, being contracted on behalf of the Office of the Auditor General (OAG).

The Audit Planning Summary gives the Shire of Wickepin Governance, Audit and Community Services Committee and the Executive Management the proposed approach to the 2023-24 audit of the financial report of the Shire of Wickepin for the year ended 30 June 2024, and will be conducted as per Australian Audit Standards, undertaking the same audit approach as the previous year.

On Friday 12 April, CEO Kell and myself attended the Central Country Zone of WALGA meeting at Pingelly, which attracted a large number of representatives from the member councils, WALGA and various agencies, including State Parliament.

Of emerging interest is the developing future reliance on renewable energy sources, and we need to become vigilant about forming our own policies of infrastructure establishment within our shire and region to handle these developments if, and when, they come our way.

Congratulations to Trevor Leeson and Luke Lansdell who were re-elected Chief and Deputy Chief Fire Control Officers, and all elected Fire Control Officers for the season 2024-25 upcoming.

A very big thank you is also extended, on behalf of Council and community, to outgoing Fire Control Officers Tim Heffernan and Nathan Astbury who have held their positions for a great number of years, Tim having held position of Chief Fire Control Officer for 2 years during his tenure. We are very grateful for your service to our shire and community, thank you.



Wickepin Central Bush Fire Brigade attending Hay Truck Fire on Williams-Kondinin Road

An overall thank you to all of the Shire of Wickepin's local Volunteer Fire Control Officers and Brigades and Volunteer Ambulance Officers for their dedication and work carried out over the past

season. They have been on hand at the drop of a hat to ensure that unforeseen events have been dealt with and safe outcomes have eventuated.

As we are now in open burning season, it is imperative that everyone remain diligent and take extra care in burning off as fires can and will get away. Thank you to all concerned.

A reminder of the Wickepin Shire ANZAC day service is to be held at 9.30 on Thursday 25 April at the Wickepin War Memorial.

12 Report by the Chief Executive Officer

A summary of some of the actions undertaken by the Chief Executive Officer for March 2024 is below:

Acting CEO Tim Clynych and I completed handover process from the 18th – 21st March 2024. It was a pleasure to have the handover with Tim and to acknowledge the work and comrade he had with the staff. Within this first week, touring the townsites of Wickepin, Yealering and Harrismith along with the rubbish tip sites and road inspections along the way. Meet and greet with Depot staff and introduction to the Administration Staff.

Albert Facey Reference Group

Minutes of these have been tabled with Council Forum. Meeting the working group with newly elected chair – Linley Rose, with new member Shelley Starr. Linley acknowledged Dave Astbury for his service and tenure as the Chair of the committee.

Details of the proposed event to be tabled and further discussed at the Council Forum to be held 17 April 2024. Financials were briefly discussed.

Bush Fire Officers Committee

Meeting was held with the absent of a number of members and due to fires in the Peel Region, Mr Gavin Stevens from DFES was unable to attend. The Committee endorsed the Chief and Deputy Chief. These recommendations from Council as to be tabled today.

LEMC – Meeting with CEO's & Shire Presidents

A meeting was held with the Shire's of Narrogin, Cuballing and Wickepin, with the 3 CEO's and Shire President from Wickepin and Cuballing in attendance. Shire of Cuballing has applied for an AWARE Grant, with the request for Shire of Narrogin to be involved with the LEMA. After discussions, it was recommended that the contractor to address the Shire of Wickepin Council to further seek clarification on their standings on the future of the LEMA. This will be discussed at the Council Forum on 17 April 2024.

Subdivision

CEO made contact and is working with Porters to further receive costs associated with proposed subdivision and the indicative costs for the subdivision process. This will be required to be submitted to the contractor who is assisting the shire in the grant application to further progress with the submission. ACEO provided costs however it was requested for updated figures.

Wickepin Police

CEO met with Mark & Darryl to formally introduce and understand the relationship for both the Shire and WAPOL.

OAG Entrance Meeting

CEO, DCEO & Shire President met with the OAG and AMD via teams meeting for the entrance meeting of the incoming Audit for the year ending 30th June 2024.

Market Creations

CEO & DCEO held a meeting with regards to the annual review of the Shire's website, design and any relevant upgrades that may be considered for the 2024/2025 budget process.

Delegations exercised –

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item. 14.1 List of Accounts		CEO, DCEO.
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Wickepin Football J Hughes Facey Group	2024 Season 25/03/2024 26/03/2024	
A13	Hire of Community Halls / Community Centre	CEO			
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	CEO			
A16	Sponsorship, contributions and donations to sporting and community groups	CEO			

13 Notices of Motions for the Following Meeting

Nil

14 Reports and Information

14.1 Monthly Schedule of Accounts Paid – March 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	10 April 2024
Attachments	Monthly Schedule of Accounts Paid – March 2024

Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for March 2024

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

The schedule of accounts, covering vouchers as listed below, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

For the month under review the following summarised details are presented –

Municipal Fund	Vouchers	Amounts
Electronic Funds Transfer	EFT 14376 - 14446	\$ 467,239.23
Cheques	15924 - 15926	\$ 21,139.24
Direct Deductions	March 2024	\$ 599.92
Superannuation	March 2024	\$ 15,211.62
Credit Card	March 2024	\$ 0.00
BPay Payments		\$ 1,860.20
Payroll	March 2024	\$ 132,709.54
Licensing	March 2024	\$ 10,667.40
Municipal Fund Total	March 2024	\$ 649,427.15
Trust Fund		
Electronic Funds Transfer		\$ 0.00
Cheques		\$ 0.00
Trust Fund Total		\$ 0.00
Total	March 2024	\$ 649,427.15

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

Policy Implications

Council Policy 3.1.7 – EFT Payment and Cheque Issue

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

Financial Implications

Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$649,427.15 for March 2024.

Council Decision

Resolution OCM-170424-04

Moved Cr P Thompson

Second Cr J Mearns

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$649,427.15 for March 2024.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

14.2 Statement of Financial Activity – March 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	10 April 2024
Attachments	Statement of Financial Activity – March 2024

Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended March 2024.

Council is requested to accept the Statement of Financial Activity.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and this is attached.

Statutory Environment

Local Government Act 1995 – Section 6.4 Financial report

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

Policy Implications

Council Policy 3.1.14.2 – Monthly Financial Reporting

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

Financial ImplicationsCurrent Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending March 2024, as included in the attachments.

Council Decision

Resolution OCM-170424-05

Moved Cr W Astbury

Second Cr F Allan

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending March 2024, as included in the attachments.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

14.3 Appointment of Bush Fire Related Officers 2024/2025

Submission to	Ordinary Council
Location / Address	-
Name of Applicant	-
File Reference	ES.MEE.904
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	10 April 2024
Attachments	-

Summary

Council is requested to appoint Bush Fire Related Officers for the Shire of Wickepin and propose Dual Bush Fire Control Officers for adjoining local governments for the 2024/2025 Bush Fire Season.

Background

The Bush Fire Control Officers meeting held on Tuesday 26 March 2024 proposed recommended appointments of Bush Fire Related Officers.

As per legislation, a local government is to appoint such persons as it thinks necessary for the purpose of Bush Fire Control Officers, and other related roles.

The duties and responsibilities of a Bush Fire Control Officer include, although are not limited to –

- Authorise permits for hazard reduction burns within the District,
- Identify and conduct risk assessments of fire hazards within the District,
- May assume control of fire suppression activities or operational incidents where the local government is the controlling agency,
- Maintain a personal incident diary to include a record of events and decisions during an incident,
- Conduct brigade briefings and post incident analysis of any incident involving firefighting or management issues,
- Provide advice and guidance and assist in brigade management to implement improvements to fire management in the area,
- Carry out normal brigade activities, and
- Ensure conduct of brigade members is in accordance with the Code of Conduct.

Other positions previously appointment include –

- Fire Weather Officer

It is also common practice for local governments in the region to share Bush Fire Related Officers.

Comments

At the March 2024 Bush Fire Control Officers Meeting it was recommended to Council for –

- T Leeson to be appointed as the Chief Bush Fire Control Officer for 2024/2025,
- L Lansdell to be appointed as the Deputy Chief Bush Fire Control Officer for 2024/2025,
- Phil Russell, Daniel White, Gordon McDougall, Wes Astbury, Jim Hamilton, Trevor Leeson, Dave Stacey, Roger Butler, Luke Lansdell, Todd Mullan, Toby Russell, Cal Sims to be appointed as a Fire Control Officer / Bush Fire Radio Operator / Fire Weather Instrument Officer for 2024/2025, and
- W Astbury and D White to be appointed as a Clover Burning Permit Issuing Officer for 2024/2025.

Additionally, it was recommended the following local governments be requested to consider the appointment of Dual Bush Fire Control Officers, for the following persons, for 2024/2025 –

- Shire of Corrigin D Stacey and J Hamilton
- Shire of Narrogin T Leeson, L Lansdell and P Russell
- Shire of Cuballing T Leeson, R Butler and L Lansdell
- Shire of Dumbleyung G McDougall and W Astbury
- Shire of Wagin L Lansdell and D White
- Shire of Pingelly R Butler and J Hamilton
- Shire of Kulin W Astbury, D Stacey and T Mullan

Statutory Environment

Bush Fires Act 1954 – Section 38. Local government may appoint bush fire control officer.

A local government may, from time to time, appoint people of the district to perform the role of Chief Bush Fire Control Officer, Deputy Bush Fire Control Officer, and other Fire Control Officers as required.

Bush Fires Act 1954 – Section 40. Local government may join in appointing and employing bush fire control officers.

Two or more local governments may appoint Bush Fire Control Officers who can perform duties in each and every one of the districts of the local governments which have joined in appointing them.

Policy Implications

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, in relation to the appointment of Bush Fire Related Officers for 2024/2025 –

1 Pursuant to Section 38 of the Bush Fires Act 1954, appoints –

- T Leeson as the Chief Bush Fire Control Officer,
- L Lansdell as the Deputy Chief Bush Fire Control Officer,
- P Russell, D White, G McDougall, W Astbury, J Hamilton, T Leeson, D Stacey, R Butler, L Lansdell, T Mullan, T Russell, and C Sims as a Fire Control Officer / Bush Fire Radio Operator / Fire Weather Instrument Officer, and
- W Astbury and D White as a Clover Burning Permit Issuing Officer,

2 Pursuant to Section 40 of the Bush Fires Act 1954, requests the following Shires appoint the following persons as Dual Fire Control Officers –

- Shire of Corrigin D Stacey and J Hamilton
- Shire of Narrogin T Leeson, L Lansdell and P Russell
- Shire of Cuballing T Leeson, R Butler and L Lansdell
- Shire of Dumbleyung G McDougall and W Astbury
- Shire of Wagin L Lansdell and D White
- Shire of Pingelly R Butler and J Hamilton
- Shire of Kulin W Astbury, D Stacey and T Mullan

Council Decision

Resolution OCM-170424-06

Moved Cr L Corke

Second Cr W Astbury

That Council, in relation to the appointment of Bush Fire Related Officers for 2024/2025 –

1 Pursuant to Section 38 of the Bush Fires Act 1954, appoints –

- T Leeson as the Chief Bush Fire Control Officer,
- L Lansdell as the Deputy Chief Bush Fire Control Officer,
- P Russell, D White, G McDougall, W Astbury, J Hamilton, T Leeson, D Stacey, R Butler, L Lansdell, T Mullan, T Russell, and C Sims as a Fire Control Officer / Bush Fire Radio Operator / Fire Weather Instrument Officer, and
- W Astbury and D White as a Clover Burning Permit Issuing Officer.

2 Pursuant to Section 40 of the Bush Fires Act 1954, requests the following Shires appoint the following persons as Dual Fire Control Officers –

- Shire of Corrigin D Stacey and J Hamilton
- Shire of Narrogin T Leeson, L Lansdell and P Russell
- Shire of Cuballing T Leeson, R Butler and L Lansdell
- Shire of Dumbleyung G McDougall and W Astbury
- Shire of Wagin L Lansdell and D White
- Shire of Pingelly R Butler and J Hamilton
- Shire of Kulin W Astbury, D Stacey and T Mullan

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

Noting: Shire President Russell and Deputy Shire President Astbury requested that an afternoon tea to be arranged after seeding to acknowledge Bush Fire Officer's Nathan Astbury and Tim Heffernan for their dedicated years of service to the Shire for the community.

14.5 District Fire Break Notice Approval 2024/2025

Submission to	Ordinary Council
Location / Address	-
Name of Applicant	-
File Reference	ES.MEE.904
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	11 April 2024
Attachments	-

Summary

Council is requested to approve the wording for the 2024/2025 Fire Break Notice which is distributed to all owners and occupiers in the district.

Background

The Bush Fire Control Officers meeting held on Tuesday 26 March 2024 proposed no amendments to the annual Fire Break Notice.

As per legislation, a local government may require an occupier of land to plough or clear a fire break to the satisfaction of the local government or a duly authorised officer.

The requirement includes all or any of the following things –

- To plough, cultivate, scarify, burn or otherwise clear upon the land fire breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as determined,
- To maintain the fire breaks, clear of inflammable matter, and
- To act as and when specified with respect to anything which is upon the land which is, or is likely to be, conducive to the outbreak of a bush fire or the spread or extension of a bush fire.

Comments

The Bush Fire Control Officers have made no changes to the fire break notice previously passed by Council.

Statutory Environment

Bush Fires Act 1954 – Section 33. Local government may require occupier of land to plough or clear fire-break.

A local government may, from time to time, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire, give notice to an owner or occupier of land within the district requiring them to undertake activities on the land to remove items which is, or is likely to be, conducive to the outbreak of a bush fire or the spread or extension of a bush fire.

Policy Implications

Nil

Financial ImplicationsCurrent Financial Year

Nil

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, in relation to the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954 approves the following text –

*Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2024/2025*

Action is required by owners and / or occupiers of all land in the Shire of Wickepin. Please read this notice carefully.

Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2024 and thereafter to 14 April 2025 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows –

Rural Land

Inside the boundary of all land held by each owner or occupier, firebreaks need not follow the perimeter of any paddock and will be acceptable following land contours in an endeavour to overcome water erosion –

- *To subdivide each holding into lots of no greater than 400 hectares; and*
- *To surround the homestead, out buildings and fuel storages on any such land.*

From 15 October all harvesting, baling and stubble crunching (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1,200 litres of available water, located in or immediately adjacent to the paddock being harvested and / or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit lies with the landowner and / or occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty of \$5,000.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside the boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place the fence on the boundary, they may clear no more than one (1) metre beyond the boundary. This may be varied in special circumstances at the discretion of the Chief Executive Officer of the Shire of Wickepin. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to the property, it is necessary to obtain Shire approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2024 to 13 November 2024

Prohibited Burning – 14 November 2024 to 7 February 2025

Restricted Burning – 8 February 2025 to 14 April 2025

Harvest and Fire Ban 2024/2025 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Procedural Motion**Council Decision**

Resolution **OCM-170424-08**

Moved **Cr L Corke**

Second **Cr P Thompson**

That Council, pursuant to clause 14.1(i) of the Shire of Wickepin Local Laws relating to Standing Orders 1998, request that the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954, lie on the table with the reason to seek clarification over the fencing clearing requirements.

REASON: To seek further clarification on fencing requirements.

Carried **6/0**

For **Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson**

Against **Nil**

Staff member J Harvey left the room at 4.06pm and did not return.

15 Confidential Reports and Information

Nil

16 Urgent Business

The Shire President advised that due to the earlier meeting held with regards to Local Emergency Management Committee that the Chief Executive Officer has a late item to present to Council for consideration.

The Shire President called for the following:

Officer Recommendation

That Council, with respect to new business of an urgent nature introduced by Council decision Council, pursuant to clause 5.5 of the Shire of Wickepin Standing Orders Local Law 1998 accept the following Urgent business –

16.1 – Local Emergency Management Arrangements Review – Combined Shires Wickepin, Cuballing and Narrogin.

Council Decision

Resolution OCM-170424-09

Moved Cr L Corke

Second Cr P Thompson

That Council, with respect to new business of an urgent nature introduced by Council decision Council, pursuant to clause 5.5 of the Shire of Wickepin Standing Orders Local Law 1998 accept the following Urgent business –

16.1 – Local Emergency Management Arrangements Review – Combined Shires Wickepin, Cuballing and Narrogin.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

16.1 Local Emergency Management Committee Review – Combined Shires Wickepin, Cuballing and Narrogin

Submission to	Ordinary Council Meeting
Location / Address	District – Shire of Wickepin
Name of Applicant	-
File Reference	ES.MEE.905
Author	Kellie Bartley, Chief Executive Officer
Interest Disclosures	-
Report Written Date	16 April 2024
Attachments	-

Summary

This report is for the Council to consider the current and possible future arrangements of the Local Emergency Management Committee (LEMC) with the Shire's of Cuballing and Narrogin.

Further consideration should also reflect the opportunities for a Community Emergency Services Manager (CESM) that may enhance the improvements to the Shire of Wickepin for emergency and bushfire management.

Background

Local Governments are required to establish one or more Local Emergency Management Committees (LEMCs) to ensure the Local Emergency Management Arrangements (LEMA) are developed and maintained.

LEMA refers to the suite of emergency management documentation, systems, processes, agreements, and memorandum of understanding/s (MOU/s) that support a coordinated approach to emergency management at the local level. The LEMA is currently outlined in an overarching document that is developed in consultation with key stakeholders, endorsed by the respective Local Government and noted by the affiliated District Emergency Management (DEMC) Committee and State Emergency Management Committee (SEMC).

The Shire's of Wickepin and Cuballing historically have a joint LEMC which involves meeting twice per year and has provided the minimum standards for both local governments. Meetings are held in April and October of each year.

Comments

WALGA issued the LEMA Review Paper providing information to local governments the opportunity to review the emergency management roles and responsibilities for local governments. The purpose of the review states below:

In 2019, the SEMC identified a trend of local governments with LEMA overdue for review. WALGA responded to this by informing SEMC of the key challenges Local Governments face in fulfilling their EM obligations including:

- *A lack of clarity around their EM roles and responsibilities,*
- *A lack of financial and human resources, and*
- *A misalignment between EM and the day-to-day business of Local Government.*

Whilst this was an opportunity, the Shire of Wickepin's current plan is not due for review until 2026. The Acting CEO received an email from the Shire of Cuballing requesting we consider the opportunity to review and was also requested to make contact with the Shire's of Wickepin and Narrogin to see if there was interest in a possible joint LEMC with all three shires.

The Shire of Cuballing requested the Shire consider:

Emergencies and natural disasters do not respect shire boundaries and as was demonstrated with the East Narrogin and Shackleton fires, any large incident is likely to involve more than one local government. Each LEMCs seek to have engagement from the various state agencies and reducing the number of separate committees in which they are expected to participate should the increase the likelihood of attendance.

Please let me know your Council's view on whether there is interested in proposed arrangement.

The Shire of Narrogin held their LEMC on 19 March 2024 and requested that the LEMC recommend that the Shire of Narrogin partake in discussions with the Shire's of Wickepin and Cuballing to enter a joint LEMC and LEMA and authorise the CEO to enter into discussions.

Council requested further information to be able to make a decision on this matter at the time. Since then, the Shire of Cuballing has proceeded with an AWARE Grant to assist them combine the LEMC. The Shire of Wickepin is yet to decide on this matter and would be required to contribute to this process. This amount is \$2,500.

A meeting was held on 27 March 2024 with the 3 Chief Executive Officers of the local governments of Narrogin, Cuballing and Wickepin along with the Shire Presidents in attendance from Wickepin and Cuballing. The consultant who is undertaking the grant process for the Shire of Cuballing was also in attendance.

Discussions were held to ascertain if the Shire of Wickepin was interested in the AWARE Grant and the process to amalgamate the 3 shires into one LEMC. The Shire of Wickepin requested further discussions with a presentation to be held on 17 April 2024 outlining the benefits to the Shire. The Chief Bush Fire Control Officer, local Police and St John will also be present for their input into this request. Council will also be further informed on the LEMC and what will be the benefits for the Shire of Wickepin.

On review of the current Central Zone, the only combined LEMA is with the Shire's of Wickepin and Cuballing. All other Shire's have their own individual LEMAs and do conduct their meetings on their own. The Shire is also involved with a Central Zone MOU for services support between all the local governments in the Central Zone should any local government require assistance in the nature of an emergency.

Furthermore, through this process and discussions held with the Bush Fire Control Officers meeting, for Council to consider the opportunity to seek funding to support a CESM for the Shire of Wickepin in the future to assist in the Emergency Management for the Shire. Engaging with other local government/s for the support to apply for a CESM.

The CESM Business Plan can provide a Council with the most up to date prevention, preparedness, response and recovery strategic directions for a local government. Whilst engaging and collaborating with State Agencies, local authorities and volunteers. The benefits outweigh the costs that local governments need support financially.

Depending on the briefing provided to Council to consider the options that Council may consider are:

Recommendation 1**Option 1**

That Council may resolve to remain as it is and do not proceed with the AWARE Grant process and remain with the Shire of Cuballing for the LEMC arrangements **OR**

Option 2

That Council may resolve to seek a variation to separate from the combined LEMC with the Shire of Cuballing, seeking to stand alone and conduct the LEMC with the Shire of Wickepin only **OR**

Option 3

That Council may resolve to seek to partake in the AWARE Grant and proceed to have a joint LEMC with the Shire's of Narrogin and Cuballing, attending the 4 meetings to be scheduled throughout a calendar year.

Recommendation 2

That Council authorises the Shire President and Chief Executive Officer to proceed to engage and seek the opportunities to apply for a Community Emergency Services Manager for the Shire of Wickepin and surrounding local governments that may have interest.

Statutory Environment

Local Government has legislated responsibilities under the *Emergency Management Act 2005* and the *Bush Fires Act 1954*.

Policy Implications

There is no policy related to this item.

Financial Implications

Should the Council consider to proceed with this item, the cost associated with the AWARE Grant will be up to \$2,500.

Consideration of a CESM will involve a local government/s to provide the 40% of the CESM program along with housing and vehicle. Council may consider this through the 2024/2025 budget considerations should they see it as a benefit to the shire and also to seek another local government to share these associated costs.

Strategic Implications**Community**

9. Our communities are engaged, have a healthy lifestyle and are safe.
- 9.8 Emergency service planning is coordinated and articulated.
- 9.9 Recruiting volunteers is a partnership approach between the Shire and emergency services.

Voting Requirement

Simple Majority

Officer Recommendation**Recommendation 1****Option 1**

*That Council may resolve to remain as it is and do not proceed with the AWARE Grant process and remain with the Shire of Cuballing for the LEMC arrangements **OR***

Option 2

*That Council may resolve to seek a variation to separate from the combined LEMC with the Shire of Cuballing, seeking to stand alone and conduct the LEMC with the Shire of Wickepin only **OR***

Option 3

That Council may resolve to seek to partake in the AWARE Grant and proceed to have a joint LEMC with the Shire's of Narrogin and Cuballing, attending the 4 meetings to be scheduled throughout a calendar year.

Recommendation 2

That Council authorises the Shire President and Chief Executive Officer to proceed to engage and seek the opportunities to apply for a Community Emergency Services Manager for the Shire of Wickepin and surrounding local governments that may have interest.

Council Decision

Resolution OCM-170424-10

Moved Cr W Astbury

Second Cr J Mearns

Recommendation 1

That Council may resolve to seek a variation to separate from the combined LEMC with the Shire of Cuballing, seeking to stand alone and conduct the LEMC with the Shire of Wickepin only.

Recommendation 2

That Council authorises the Shire President and Chief Executive Officer to proceed to engage and seek the opportunities to apply for a Community Emergency Services Manager for the Shire of Wickepin and surrounding local governments that may have interest.

Carried 5/1

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan

Against Cr P Thompson

17 Closure

The Presiding Member declared the meeting closed at 4.15pm.

List of Accounts Due & Submitted to Council			
30th April 2024			
Chq/EFT	Date	Name	Muni
EFT14447	11/04/2024	AUSTRALIA POST	\$ 51.17
EFT14448	11/04/2024	AIR LIQUIDE WA PTY LTD	\$ 60.86
EFT14449	11/04/2024	ASSET INFRASTRUCTURE MANAGEMENT	\$ 42,845.00
EFT14450	11/04/2024	AMD AUDIT AND ASSURANCE PTY LTD	\$ 3,025.00
EFT14451	11/04/2024	BURGESS RAWSON (WA) PTY LTD	\$ 2,002.61
EFT14452	11/04/2024	CONPLANT	\$ 8,229.94
EFT14453	11/04/2024	DIAMOND LOCKSMITHS	\$ 71.25
EFT14454	11/04/2024	DERBAHL PTY LTD	\$ 572.00
EFT14455	11/04/2024	DUFFY ELECTRICS	\$ 2,564.24
EFT14456	11/04/2024	HARLEY DYKSTRA	\$ 2,068.00
EFT14457	11/04/2024	EWEN RURAL SUPPLIES	\$ 2,303.40
EFT14458	11/04/2024	EVERLON BRONZE	\$ 4,798.47
EFT14459	11/04/2024	EMBROIDER ME	\$ 52.25
EFT14460	11/04/2024	FULFORD EARTHMOVING & CIVIL	\$ 15,158.00
EFT14461	11/04/2024	GREAT SOUTHERN FUEL SUPPLIES	\$ 17,287.40
EFT14462	11/04/2024	LOCAL GOVERNMENT WORKS ASSOCIATION	\$ 100.00
EFT14463	11/04/2024	NARROGIN PUMPS, SOLAR AND SPRAYING	\$ 69.30
EFT14464	11/04/2024	STAR TRACK EXPRESS	\$ 133.56
EFT14465	11/04/2024	NARROGIN EARTHMOVING & CONCRETE	\$ 7,315.00
EFT14466	11/04/2024	NARROGIN & DISTRICTS PLUMBING SERVICE	\$ 3,170.20
EFT14467	11/04/2024	OLIVIA MELVILLE-MAIN	\$ 30.00
EFT14468	11/04/2024	PERFECT COMPUTER SOLUTIONS - PCS	\$ 1,742.50
EFT14469	11/04/2024	PHILLIP L & JULIE A RUSSELL	\$ 2,889.15
EFT14470	11/04/2024	SKATE SCULPTURE PTY LTD	\$ 34,086.99
EFT14471	11/04/2024	TEAM GLOBAL EXPRESS PTY LTD	\$ 147.69
EFT14472	11/04/2024	WA HINO SALES & SERVICE	\$ 100.52
EFT14473	11/04/2024	WICKEPIN NEWSAGENCY	\$ 806.70
EFT14474	11/04/2024	YEALERING HOTEL	\$ 2,070.00
EFT14477	12/04/2024	BERYLE HOLM	\$ 551.74
EFT14478	12/04/2024	TANYA MARY SANDS	\$ 81.15
EFT14479	12/04/2024	WCP CIVIL PTY LTD	\$ 262,070.61
EFT14480	24/04/2024	ARDGOWAN FARM	\$ 100.00
EFT14481	24/04/2024	GOODYEAR AUTOCARE NARROGIN	\$ 3,218.00
EFT14482	24/04/2024	BURGESS RAWSON (WA) PTY LTD	\$ 4,075.97
EFT14483	24/04/2024	Building Supplies WA	\$ 5,093.83
EFT14484	24/04/2024	DC & LB CURTIS	\$ 2,035.00
EFT14485	24/04/2024	DORMAKABA AUSTRALIA PTY LTD	\$ 9,906.55
EFT14486	24/04/2024	DAIMLER TRUCKS	\$ 962.47
EFT14487	24/04/2024	DUFFY ELECTRICS	\$ 3,360.50
EFT14488	24/04/2024	EDWARDS MOTORS PTY LTD	\$ 2,300.00
EFT14489	24/04/2024	FULFORD EARTHMOVING & CIVIL	\$ 2,860.00
EFT14490	24/04/2024	FACEY GROUP INC	\$ 5,500.00

EFT14491	24/04/2024	G & M DETERGENTS	\$	2,985.00
EFT14492	24/04/2024	HANCOCKS HOME HARDWARE	\$	342.15
EFT14493	24/04/2024	ELIZABETH HEFFERNAN	\$	20.00
EFT14494	24/04/2024	ISWEEP	\$	3,080.00
EFT14495	24/04/2024	JASON SIGNMAKERS	\$	4,823.86
EFT14496	24/04/2024	KEVIN'S WATER CARTAGE	\$	9,797.05
EFT14497	24/04/2024	MICHAEL LOCKWOOD	\$	190.00
EFT14498	24/04/2024	MARKETFORCE PRODUCTIONS	\$	417.16
EFT14499	24/04/2024	MICROWAVE SAFETY SYSTEMS	\$	204.60
EFT14500	24/04/2024	M.E PUMP WIZARDS	\$	6,215.00
EFT14501	24/04/2024	GREAT SOUTHERN WASTE DISPOSAL	\$	9,593.14
EFT14502	24/04/2024	NARROGIN HARDWARE MAKIT	\$	2,882.40
EFT14503	24/04/2024	NARROGIN BEARING SERVICES	\$	360.64
EFT14504	24/04/2024	NARROGIN TOYOTA	\$	1,698.99
EFT14505	24/04/2024	PERFECT COMPUTER SOLUTIONS - PCS	\$	33,597.55
EFT14506	24/04/2024	PARRYS	\$	110.45
EFT14507	24/04/2024	PRISM CONTRACTING AND CONSULTING LTD	\$	4,675.00
EFT14508	24/04/2024	REPCO	\$	526.30
EFT14509	24/04/2024	SHERIDAN'S FOR BADGES	\$	322.30
EFT14510	24/04/2024	R J SMITH ENGINEERING	\$	414.56
EFT14511	24/04/2024	STEELO'S GUNS & OUTDOORS	\$	748.00
EFT14512	24/04/2024	SHIRE OF NARROGIN	\$	500.00
EFT14513	24/04/2024	TEAM GLOBAL EXPRESS PTY LTD	\$	148.50
EFT14514	24/04/2024	T-QUIP	\$	2,672.15
EFT14515	24/04/2024	TOTAL TOOLS CANNING VALE	\$	152.46
EFT14516	24/04/2024	THE YEALERING PANTRY	\$	289.44
EFT14517	24/04/2024	TIMBER INSIGHT PTY LTD	\$	2,299.00
EFT14518	24/04/2024	WURTH AUSTRALIA PTY LTD	\$	721.90
EFT14519	24/04/2024	YEALERING SPRAYING SERVICE	\$	2,310.00
EFT14520	24/04/2024	SAGE QUANTITY SURVEYORS PTY LTD	\$	1,650.00
		EFT TOTAL	\$	549,614.62
15927	02/04/2024	SYNERGY	\$	19,246.10
15928	02/04/2024	WATER CORPORATION	\$	50.05
15929	11/04/2024	MAIN ROADS WESTERN AUSTRALIA	\$	150.00
15930	11/04/2024	WATER CORPORATION	\$	17,696.51
		CHEQUE TOTAL	\$	37,142.66
DD14916.1	12/04/2024	3E ADVANTAGE PTY LTD	\$	1,095.05
		TOTALS DIRECT DEBIT	\$	1,095.05
DD14895.1	03/04/2024	AWARE SUPER	\$	4,944.75
DD14895.2	03/04/2024	REST INDUSTRY SUPER	\$	245.77
DD14895.3	03/04/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$	195.68
DD14895.4	03/04/2024	PRIME SUPER	\$	524.98
DD14895.5	03/04/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$	463.28
DD14895.6	03/04/2024	NETWEALTH INVESTMENTS	\$	275.54
DD14895.7	03/04/2024	ANZ SUPER	\$	35.81

DD14895.8	03/04/2024	SPIRIT SUPER	\$	360.25
DD14895.9	03/04/2024	AMP SIGNATURE SUPER	\$	236.63
DD14922.1	17/04/2024	AWARE SUPER	\$	4,987.86
DD14922.2	17/04/2024	REST INDUSTRY SUPER	\$	247.49
DD14922.3	17/04/2024	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$	273.96
DD14922.4	17/04/2024	PRIME SUPER	\$	527.56
DD14922.5	17/04/2024	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$	542.83
DD14922.6	17/04/2024	NETWEALTH INVESTMENTS	\$	275.54
DD14922.7	17/04/2024	ANZ SUPER	\$	105.05
DD14922.8	17/04/2024	SPIRIT SUPER	\$	361.45
DD14922.9	17/04/2024	AMP SIGNATURE SUPER	\$	236.63
DD14895.10	03/04/2024	AUSTRALIAN SUPER	\$	253.53
DD14922.10	17/04/2024	AUSTRALIAN SUPER	\$	253.53
		TOTALS SUPERANNUATION	\$	15,348.12
63240424	24/04/2024	TELSTRA	\$	3,568.44
		TOTALS BPAY	\$	3,568.44
98020424	02/04/2024	DEPT OF TRANSPORT	\$	1,427.75
98030424	03/04/2024	DEPT OF TRANSPORT	\$	547.45
98040424	04/04/2024	DEPT OF TRANSPORT	\$	320.40
98050424	05/04/2024	DEPT OF TRANSPORT	\$	4,476.45
98080424	08/04/2024	DEPT OF TRANSPORT	\$	166.60
98090424	09/04/2024	DEPT OF TRANSPORT	\$	380.25
98100424	10/04/2024	DEPT OF TRANSPORT	\$	32.70
98110424	11/04/2024	DEPT OF TRANSPORT	\$	408.50
98150424	15/04/2024	DEPT OF TRANSPORT	\$	59.90
98170424	17/04/2024	DEPT OF TRANSPORT	\$	1,689.70
98180424	18/04/2024	DEPT OF TRANSPORT	\$	1,049.65
98190424	19/04/2024	DEPT OF TRANSPORT	\$	92.10
98220424	22/04/2024	DEPT OF TRANSPORT	\$	549.40
98230424	23/04/2024	DEPT OF TRANSPORT	\$	1,067.50
98240424	24/04/2024	DEPT OF TRANSPORT	\$	2,110.35
98290424	29/04/2024	DEPT OF TRANSPORT	\$	215.00
98300424	30/04/2024	DEPT OF TRANSPORT	\$	1,657.05
		TOTALS LICENSING	\$	23,387.63
	03/04/2024	PAYROLL	\$	51,136.00
	17/04/2024	PAYROLL	\$	49,018.00
		TOTALS PAYROLL	\$	100,154.00
		TOTAL PAYMENTS FOR APRIL 2024	\$	730,310.52

Credit Card Payment Summary

25th March 2024 - 24th April 2024

CARD ENDING XXXX224175

DATE	COMPANY	AMOUNT
		\$ -
		<u>\$0.00</u>

Fuel Card April 2024

Job	Job Description	Total
176020.05	CARD NUMBER 7050XXXXXXXXXX2453	\$ 634.53
P1915	HINO 500 SERIES 1628 MEDIUM NINE TRUCK	\$ 565.85
P1955A	FUSO CANTER 7.5T CREW CAB	\$ 1,587.46
P2283	TOYOTA FORKLIFT 1.4 TON - LRC1	\$ 37.59
P2433	HINO FG 1628 TRUCK	\$ 1,086.23
P2473	HINO 300 SERIES 921 AUTO TRADE ACE	\$ 353.18
P248	HINO 700 SERIES - FS 2848	\$ 692.79
P2489	BOBCAT T650 TRACK LOADER	\$ 410.40
P2567	ISUZU DMAX - WHITE CREW CAB CHASSIS SX 3.0L AUTO	\$ 603.11
P342	HINO 700 SERIES FS2848	\$ 192.38
P3570	GENIE TZTO TRAILER MOUNTED CHERRY PICKER	\$ 354.68
P468	HOLDEN COLORADO 4X4 SINGLE CAB - GARDENER'S UTE	\$ 220.39
P475	CAT 444F2 BACKHOE LOADER	\$ 508.85
P632	ISUZZ D-MAX 4X4 SINGLE CAB CHASSIS SX AUTO	\$ 225.87
P698	FUSO CANTER 815 7.5T TRUCK - GARDENERS	\$ 319.28
P706	HOLDEN COLORADO 4X4 MEHCANIC UTE	\$ 364.37
P813	CAT 12H GRADER 2017	\$ 6,956.94
PCEO	ISUZU MU-X 4X4 LSU 3.0L AUTO MINERAL WHITE	\$ 518.08
PFACEY	IZUZU D-MAX - SILVER 2.8L 2021	\$ 917.93
PMWS	ISUZU D-MAX 4X4 MINERAL WHITE CREW CAB AUTO XT 3.0L	\$ 1,105.94
		\$ 17,655.85



SHIRE OF WICKEPIN

MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	7
Statement of Capital Acquisitions and Capital Funding	8
Note 1 Significant Accounting Policies	9
Note 2 Explanation of Material Variances	16
Note 3 Net Current Funding Position	17
Note 4 Cash and Investments	18
Note 5 Budget Amendments	19
Note 6 Receivables	20
Note 7 Cash Backed Reserves	21
Note 8 Capital Disposals	22
Note 9 Rating Information	23
Note 10 Information on Borrowings	24
Note 11 Grants and Contributions	25
Note 12 Trust	26
Note 13 Details of Capital Acquisitions	27

Shire of Wickepin

Compilation Report

For the Period Ended 30 April 2024

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 April 2024 of \$57,792.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: E.Clement DCEO

Date prepared: 6-May-24

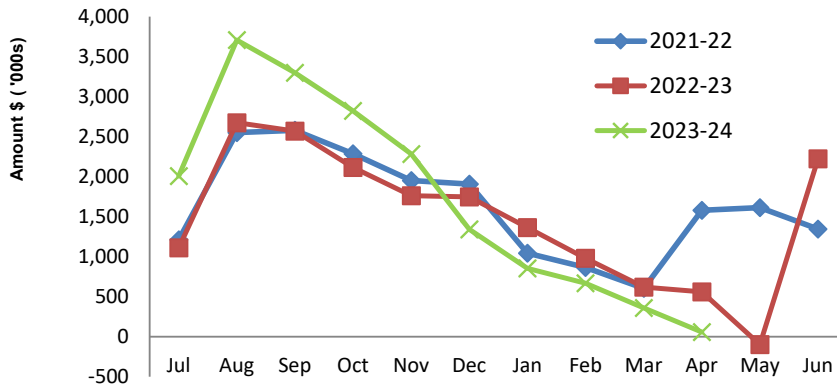
Reviewed by: K Bartley - CEO

Shire of Wickepin

Monthly Summary Information

For the Period Ended 30 April 2024

Liquidity Over the Year (Refer Note 3)



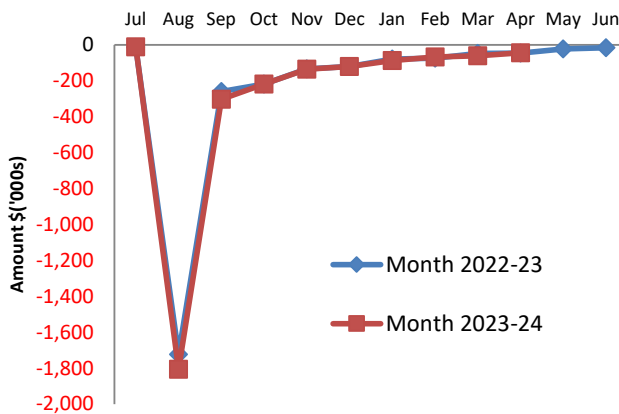
**Cash and Cash Equivalents
as at period end**

Unrestricted	\$ 726,322
Restricted	\$ 3,102,239
	\$ 3,828,562

Receivables

Rates	\$ 43,730
Other	\$ 367,685
	\$ 411,415

Rates Receivable (Refer Note 6)



**Accounts Receivable Ageing (non-rates)
(Refer Note 6)**

Comments

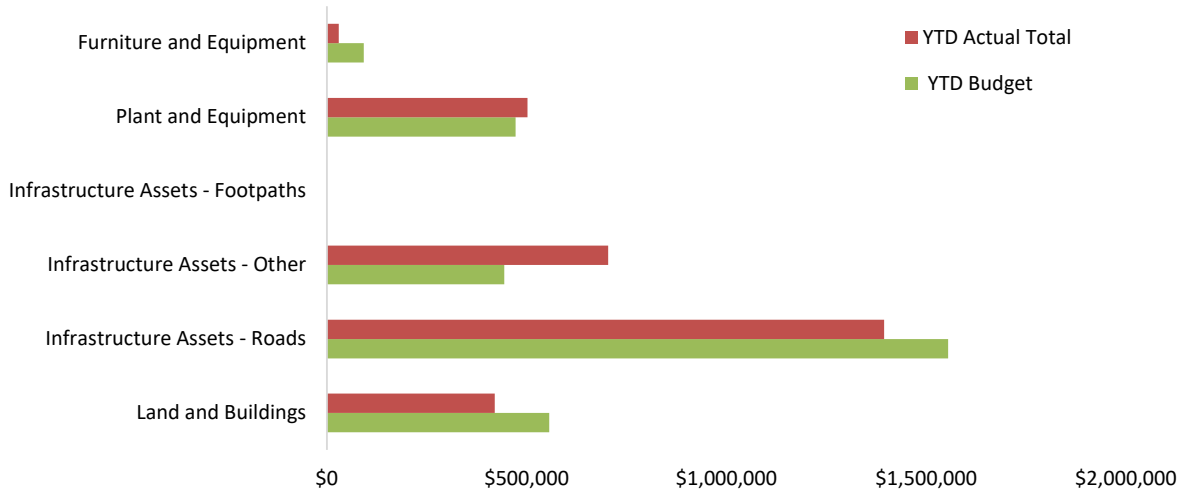
Unrestricted cash includes the following payments in advance

23/24 Grants Commission - General	\$1,156,701
23/24 Grants Commission - Roads	\$650,457
Amounts paid in advance	\$1,807,158

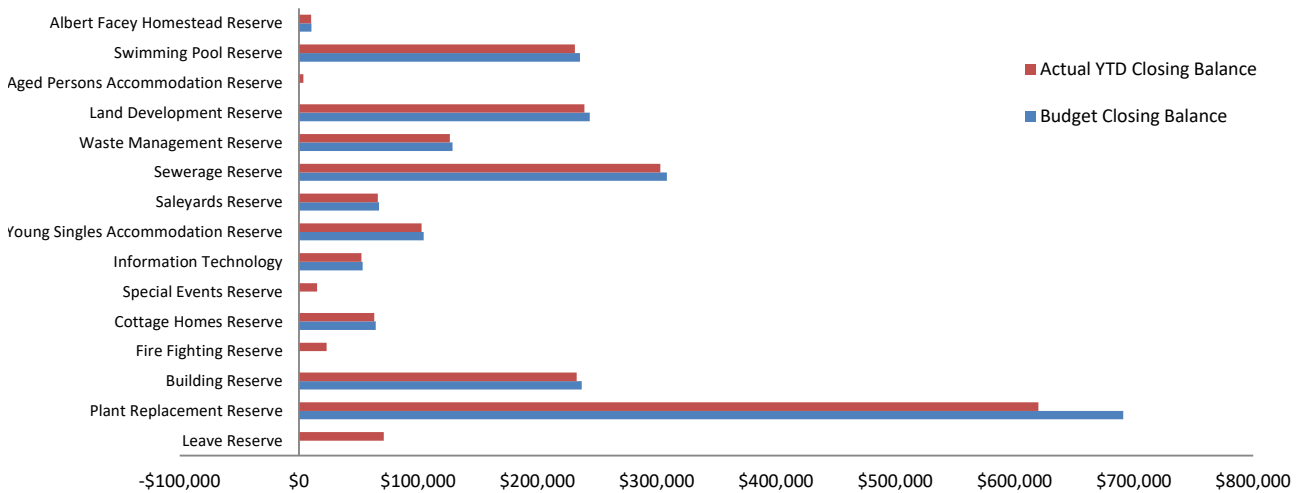
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Wickepin
Monthly Summary Information
 For the Period Ended 30 April 2024

Capital Expenditure Program YTD (Refer Note 13)



Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



Comments

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

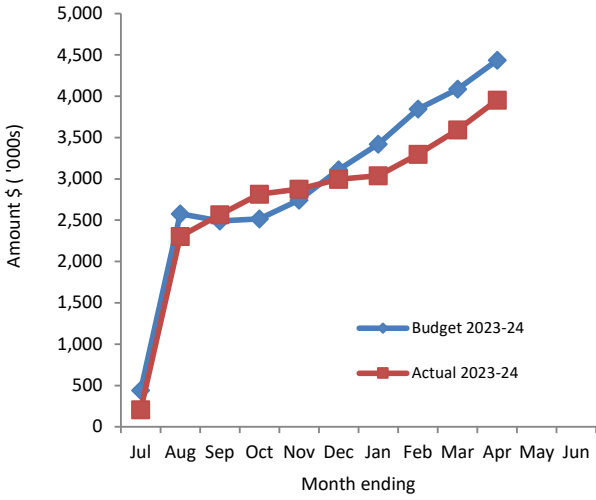
Shire of Wickepin

Monthly Summary Information

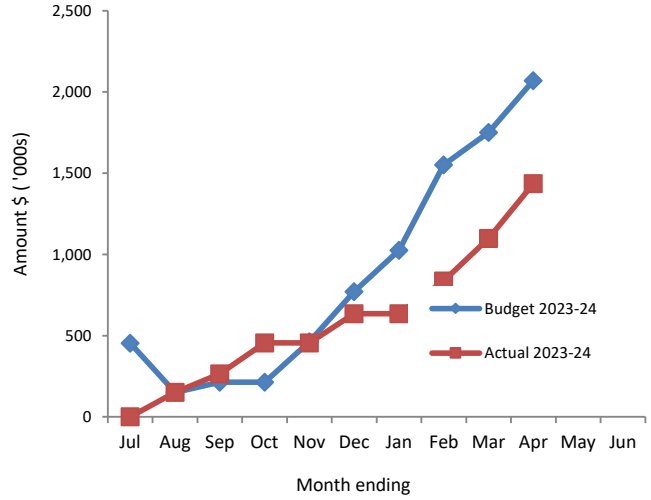
For the Period Ended 30 April 2024

Revenues

Budget Operating Revenues -v- Actual (Refer Note 2)

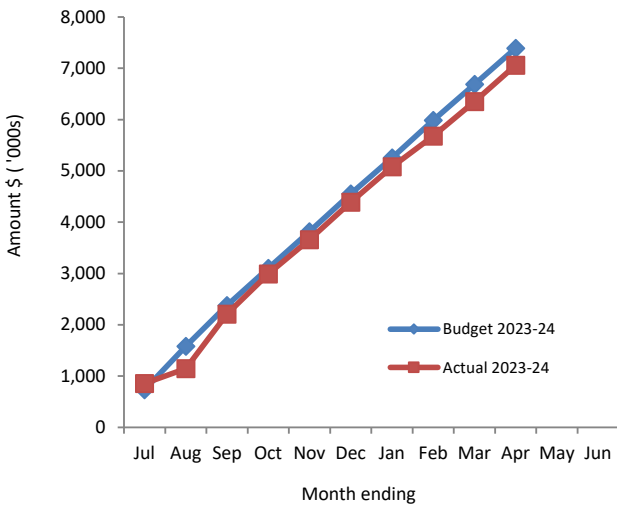


Budget Capital Revenue -v- Actual (Refer Note 2)

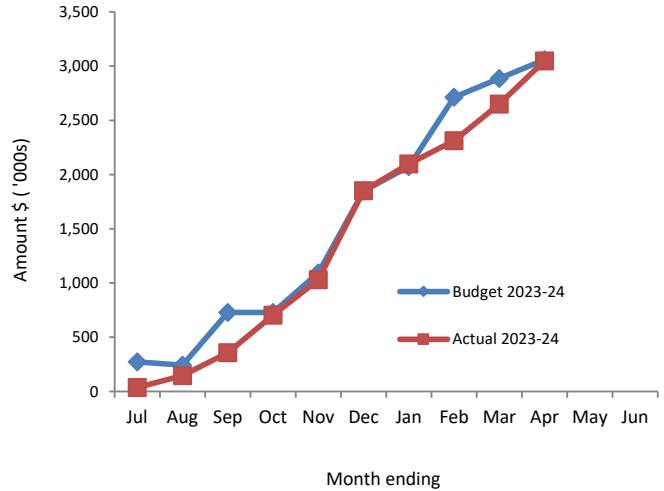


Expenditure

Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



Comments

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 April 2024

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.	
Operating Revenues	\$	\$	\$	\$	%		
Governance	100	80	23,500	23,420	29275.55%	▲	
General Purpose Funding - Rates	9	1,566,800	1,566,682	1,563,190	(3,492)	(0.22%)	
General Purpose Funding - Other		361,100	299,350	363,561	64,211	21.45%	▲
Law, Order and Public Safety		130,500	114,380	123,536	9,156	8.01%	
Health		200	160	356	196	122.50%	
Education and Welfare		300	250	100	(150)	(60.00%)	
Housing		227,700	214,740	219,181	4,441	2.07%	
Community Amenities		292,100	284,140	233,320	(50,820)	(17.89%)	▼
Recreation and Culture		1,171,100	799,040	104,059	(694,981)	(86.98%)	▼
Transport		1,452,700	1,066,630	1,195,917	129,287	12.12%	▲
Economic Services		77,000	64,130	85,325	21,195	33.05%	▲
Other Property and Services		30,000	24,990	42,813	17,823	71.32%	▲
Total Operating Revenue		5,309,600	4,434,572	3,954,858	(479,714)		
Operating Expense							
Governance		(617,733)	(525,283)	(505,636)	19,647	3.74%	
General Purpose Funding		(109,700)	(91,390)	(81,641)	9,750	10.67%	▼
Law, Order and Public Safety		(290,300)	(251,010)	(209,389)	41,621	16.58%	▼
Health		(32,300)	(26,940)	(16,829)	10,111	37.53%	
Education and Welfare		(47,200)	(39,310)	(25,250)	14,060	35.77%	▼
Housing		(178,900)	(149,720)	(122,535)	27,185	18.16%	▼
Community Amenities		(679,100)	(567,170)	(471,071)	96,099	16.94%	▼
Recreation and Culture		(1,412,200)	(1,179,090)	(1,052,029)	127,061	10.78%	▼
Transport		(5,103,500)	(4,252,650)	(3,984,804)	267,846	6.30%	
Economic Services		(343,700)	(286,260)	(240,962)	45,298	15.82%	▼
Other Property and Services		(14,100)	(23,940)	(352,025)	(328,085)	(1370.45%)	▲
Total Operating Expenditure		(8,828,733)	(7,392,763)	(7,062,172)	330,591		
Funding Balance Adjustments							
Add back Depreciation		4,785,500	3,987,860	3,993,357	5,497	0.14%	
Adjust (Profit)/Loss on Asset Disposal	8	(28,200)	(29,240)	(75,661)	(46,421)	158.76%	
Adjust Provisions and Accruals		(71,100)		0	0		
Adjust Rounding		0	0				
Net Cash from Operations		1,167,067	1,000,429	810,381.96	(190,047)		
Capital Revenues							
Proceeds from Disposal of Assets	8	253,000	168,667	279,324	110,658	65.61%	▲
Total Capital Revenues		253,000	168,667	279,324	110,658		
Capital Expenses							
Land and Buildings	13	(692,500)	(556,234)	(419,728)	136,506	24.54%	▼
Infrastructure - Roads	13	(1,555,100)	(1,554,800)	(1,394,737)	160,063	10.29%	▼
Infrastructure -Other	13	(443,500)	(443,500)	(703,878)	(260,378)	(58.71%)	▲
Plant and Equipment	13	(472,000)	(472,000)	(501,792)	(29,792)	(6.31%)	
Furniture and Equipment	13	(110,000)	(92,000)	(29,330)	62,670	68.12%	▼
Total Capital Expenditure		(3,273,100)	(3,118,534)	(3,049,465)	69,069		
Net Cash from Capital Activities		(3,020,100)	(2,949,867)	(2,770,141)	179,727		
Financing							
Transfer from Reserves	7	113,100	0	0	0		
Repayment of Debentures	10	(40,000)	(20,000)	(19,969)	31	0.15%	
Transfer to Reserves	7	(569,300)	0	(251,945)	(251,945)		▲
Net Cash from Financing Activities		(496,200)	(20,000)	(271,914)	(251,914)		
Net Operations, Capital and Financing		(2,349,233)	(1,969,438)	(2,231,672)	(262,234)		
Opening Funding Surplus(Deficit)	3	2,349,233	2,349,233	2,289,464	(59,769)	(2.54%)	
Closing Funding Surplus(Deficit)	3	0	379,795	57,792	(322,123)		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF WICKEPIN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 April 2024

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,552,400	1,552,282	1,548,670	(3,612)	(0.23%)	
Rates excluding General Rates	9	14,400	14,400	14,521			
Operating Grants, Subsidies and Contributions	11	221,600	206,200	282,465	76,265	36.99%	▲
Fees and Charges		469,700	425,410	782,105	356,695	83.85%	▲
Interest Earnings		105,500	44,570	44,788	218	0.49%	
Other Revenue		255,700	254,860	45,121	(209,739)	(82.30%)	▼
Profit on Disposal of Assets	8	34,400	34,400	80,997	46,597		
Total Operating Revenue		2,653,700	2,532,122	2,798,666	266,424		
Operating Expense							
Employee Costs		(1,594,800)	(1,328,815)	(1,277,805)	51,010	3.84%	
Materials and Contracts		(1,919,633)	(1,616,948)	(1,290,261)	326,687	20.20%	▲
Utility Charges		(231,600)	(192,820)	(219,203)	(26,383)	(13.68%)	▼
Depreciation on Non-Current Assets		(4,785,500)	(3,987,860)	(3,993,357)	(5,497)	(0.14%)	
Interest Expenses		(2,800)	(2,330)	(1,637)	693	29.73%	▲
Insurance Expenses		(255,700)	(240,920)	(243,994)	(3,074)	(1.28%)	
Other Expenditure		(32,500)	(17,910)	(30,580)	(12,670)	(70.74%)	▼
Loss on Disposal of Assets	8	(6,200)	(5,160)	(5,335)	(175)	(3.40%)	
Total Operating Expenditure		(8,828,733)	(7,392,763)	(7,062,172)	330,591		
Funding Balance Adjustments							
Add back Depreciation		4,785,500	3,987,860	3,993,357	5,497	0.14%	
Adjust (Profit)/Loss on Asset Disposal	8	(28,200)	(29,240)	(75,661)	(46,421)	158.76%	
Adjust Provisions and Accruals		(71,100)			0		
Adjust Rounding		0	0	0			
Net Cash from Operations		(1,488,833)	(902,021)	(345,810)	556,090		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,655,900	1,902,450	1,156,192	(746,258)	(39.23%)	▼
Proceeds from Disposal of Assets	8	253,000	168,667	279,324	110,658	65.61%	▲
Proceeds from Sale of Assets		0	0	0	0		
Total Capital Revenues		2,908,900	2,071,117	1,435,516	(635,600)		
Capital Expenses							
Land and Buildings	13	(692,500)	(556,234)	(419,728)	136,506	24.54%	▲
Infrastructure - Roads	13	(1,555,100)	(1,554,800)	(1,394,737)	160,063	10.29%	▲
Infrastructure - Drainage	13	(443,500)	(443,500)	(703,878)	(260,378)	(58.71%)	▼
Plant and Equipment	13	(472,000)	(472,000)	(501,792)	(29,792)	(6.31%)	
Furniture and Equipment	13	(110,000)	(92,000)	(29,330)	62,670	68.12%	▲
Total Capital Expenditure		(3,273,100)	(3,118,534)	(3,049,465)	69,069		
Net Cash from Capital Activities		(364,200)	(1,047,417)	(1,613,949)	(566,531)		
Financing							
Transfer from Reserves	7	113,100	0	0	0		
Repayment of Debentures	10	(40,000)	(20,000)	(19,969)	31	0.15%	
Transfer to Reserves	7	(569,300)	0	(251,945)	(251,945)		▼
Net Cash from Financing Activities		(496,200)	(20,000)	(271,914)	(251,914)		
Net Operations, Capital and Financing		(2,349,233)	(1,969,438)	(2,231,672)	(262,355)		
Opening Funding Surplus(Deficit)	3	2,349,233	2,349,233	2,289,464	(59,769)	(2.54%)	
Closing Funding Surplus(Deficit)	3	0	379,795	57,792	(322,123)		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

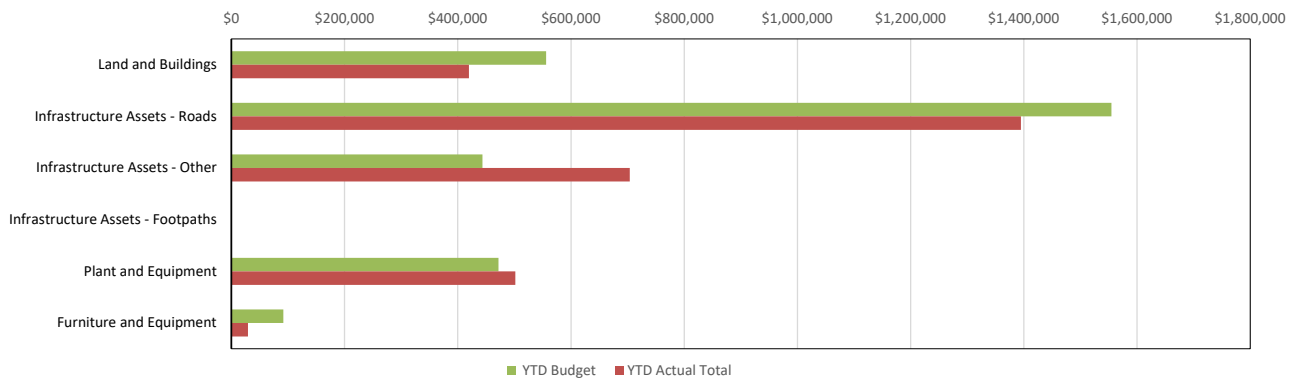
SHIRE OF WICKEPIN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 April 2024

Capital Acquisitions	Note	YTD 30 04 2024					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 419,728	\$ 0	\$ 419,728	\$ 556,234	\$ 692,500	\$ (136,506)
Infrastructure Assets - Roads	13		1,394,737	1,394,737	1,554,800	1,555,100	(160,063)
Infrastructure Assets - Other	13	703,878	0	703,878	443,500	443,500	260,378
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Plant and Equipment	13	501,792	0	501,792	472,000	472,000	29,792
Furniture and Equipment	13	29,330	0	29,330	92,000	110,000	(62,670)
Capital Expenditure Totals		1,654,728	1,394,737	3,049,465	3,118,534	3,273,100	(69,069)

Funded By:

Capital Grants and Contributions	1,156,192	2,655,900	2,655,900	1,499,708
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	279,324	168,667	(28,200)	110,658
Own Source Funding - Cash Backed Reserves		0		0
Total Own Source Funding - Cash Backed Reserves	251,945	0		251,945
Own Source Funding - Operations		293,967	645,400	293,967
Capital Funding Total	1,687,461	3,118,534	3,273,100	(1,431,073)

Capital Expenditure Program YTD



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also 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.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Roads	20 to 50 years
Footpaths	20 years
Sewerage Piping	100 years
Water Supply Piping and Drainage Systems	75 years
Infrastructure - Parks & Ovals	30 to 50 years

(k) Trade and Other Payables

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

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

A Collaborative Council, dedicated to maintaining and developing our community assets for the benefit of our residents whilst supporting a strong community, vibrant economy, successful businesses and a sound environment

The Strategic Community Plan defines the key objectives of the Shire as:

- (1) Social – This theme describes the social aspects of life in the Shire incorporating community safety, recreation and leisure, as well as arts, culture and heritage.*
- (2) Environmental – This theme relates to valuing the environment, including natural resource management; sustainable land use, waste management, and recycling.*
- (3) Economic – This theme describes infrastructure planning, transport infrastructure, facilities and services and asset management and inclusive community engagement*
- (4) Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .*

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

(s) GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, swimming facilities, walk trails, public halls and Community Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF WICKEPIN
NOTES TO FINANCIAL ACTIVITY STATEMENT
For the Period Ended 30 April 2024

Note 2: EXPLANATION OF MATERIAL VARIANCES

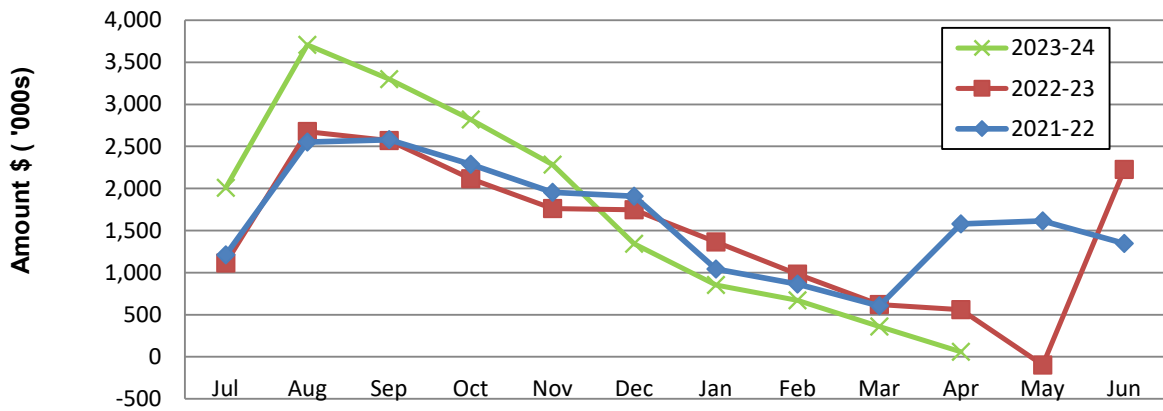
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	23,420	29276%	▲	Permanent	Paid Paental leave income
General Purpose Funding - Other	64,211	21.45%	▲	Permanent	Grants Commission funding increase
Law, Order and Public Safety	9,156	8.01%			
Health	196	122.50%			
Education and Welfare	(150)	(60.00%)			
Housing	4,441	2.07%			
Community Amenities	(50,820)	(17.89%)	▼	Permanent	Increase in Sewerage rates
Recreation and Culture	(694,981)	(86.98%)	▼	Timing	LRCI funding not yet received
Transport	129,287	12.12%	▲	Timing	Higher Profit of Disposal of Assets
Economic Services	21,195	33.05%	▲	Permanent	Increase in Standpipe income and Building Fees, Caravan Park Fees
Other Property and Services	17,823	71.32%	▲	Permanent	Increase in Private Works
Operating Expense					
Governance	19,647	3.74%			
General Purpose Funding	9,750	10.67%	▼	Timing	Valuation cost yet to be paid
Law, Order and Public Safety	41,621	16.58%	▼	Timing	Bushfire Mitagation Officer not in place, Fire insurance under budget
Health	10,111	37.53%			
Education and Welfare	14,060	35.77%	▼	Timing	Donations Lower YTD,
Housing	27,185	18.16%	▼	Timing	Building Maintenance Lower YTD
Community Amenities	96,099	16.94%	▼	Timing	Plans not yet completed, Cemetery maintenance not yet expended
Recreation and Culture	127,061	10.78%	▼	Timing	Community Centre and Parks & Gardns mainyence lower
Transport	267,846	6.30%			
Economic Services	45,298	15.82%	▼	Timing	Concept plan not yet expended.
Other Property and Services	(328,085)	(1370.45%)	▲	Permanent	Private works increase, Long service leave not budgeted
Capital Revenues					
Grants, Subsidies and Contributions	(746,258)	(39.23%)	▼	Timing	R2R, RRG funding not yet received
Proceeds from Disposal of Assets	110,658	65.61%	▲	Timing	Higher proceeds
Capital Expenses					
Land and Buildings	136,506	24.54%	▼	Timing	Projects yet to be completed
Infrastructure - Roads	160,063	10.29%	▼	Timing	Projects underway but not completed
Infrastructure - Other	(260,378)	(58.71%)	▲	Timing	Skate Park Fencing higher
Infrastructure - Footpaths	0				
Plant and Equipment	(29,792)	(6.31%)			
Furniture and Equipment	62,670	68.12%	▼	Timing	Upgrade to Chmabers technology and CCTV not yet completed
Financing					
Loan Principal	31	0.15%			

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 30 Apr 2024	30 June 2023	YTD 30 Apr 2023
Note		\$	\$	\$		
Current Assets						
4	Cash Unrestricted	726,322	2,839,188	3,054,752		
4	Cash Restricted	3,102,239	3,172,316	2,824,404		
6	Receivables - Rates	43,730	16,420	157,827		
6	Receivables -Other	367,685	251,825	5,929		
	Interest / ATO Receivable/Trust	53,026	44,240	25,304		
		4,293,003	6,323,990	6,068,216		
Less: Current Liabilities						
-	Payables	95,722	(169,230)	(210,020)		
-	Contract Liabilities	837,862	(493,592)	(853,441)		
-	Provisions	199,388	(199,388)	(227,654)		
-		1,132,972	(862,210)	(1,291,116)		
7	Less: Cash Reserves	3,102,239	(3,172,316)	(2,824,404)		
	Net Current Funding Position	57,792	2,289,464	1,952,696		

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	0.00%	304,106			304,106	ANZ	At Call
Reserve Bank Account	0.00%		239		239	ANZ	At Call
Trust Bank Account	0.00%			93,093	93,093	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
(b) Term Deposits							
Municipal					0		
Municipal					0		
Municipal	4.30%	421,276			421,276	WA Treasury	At Call
Reserve	0.40%		3,102,000		3,102,000	WA Treasury	06-May-24
Trust	0.40%				0		
Total		726,082	3,102,239	93,093	3,921,415		

Comments/Notes - Investments

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

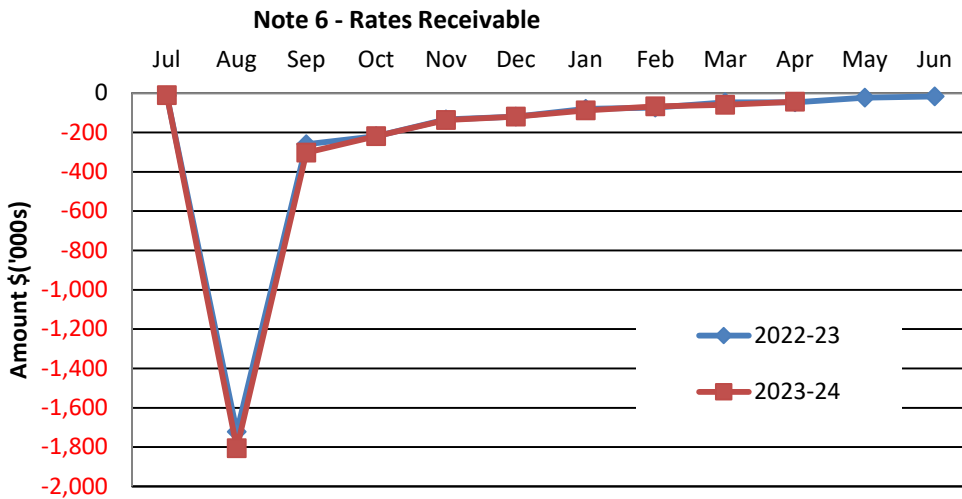
Note 6: RECEIVABLES

Receivables - Rates Receivable

Opening Arrears Previous Years
 Levied this year
Less Collections to date
 Equals Current Outstanding

Net Rates Collectable
 % Collected

	YTD 30 Apr 2024	30 June 2023
	\$	\$
Opening Arrears Previous Years	16,420	19,522
Levied this year	1,753,686	1,654,442
<u>Less Collections to date</u>	(1,726,376)	(1,657,544)
Equals Current Outstanding	43,730	16,420
Net Rates Collectable	43,730	16,420
% Collected	97.53%	99.02%



Comments/Notes - Receivables Rates

Receivables - General

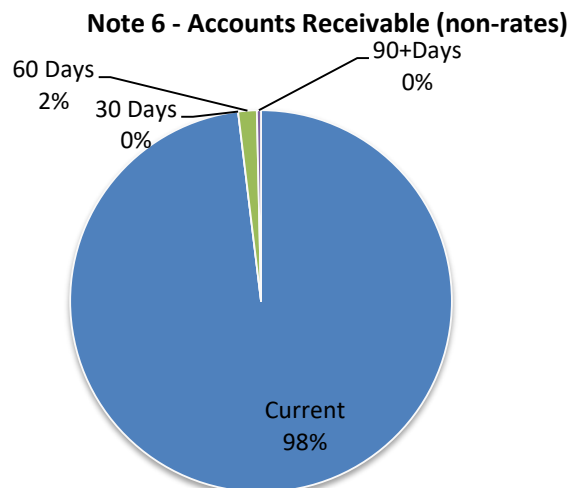
Receivables - General

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	360,630	0	5,772	1,283

Total Receivables General Outstanding

367,684.58

Amounts shown above include GST (where applicable)



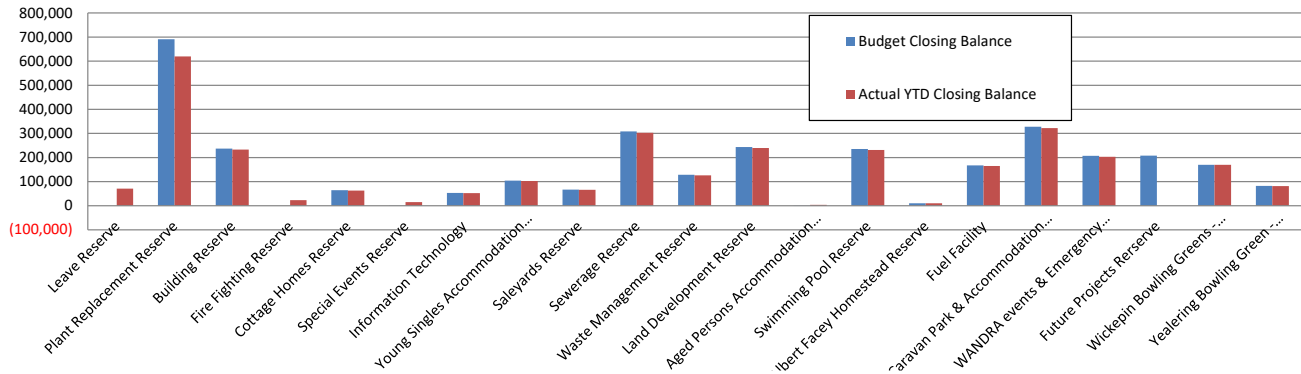
Comments/Notes - Receivables General

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 7: Cash Backed Reserve

2023-24	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Name	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	71,069					71,100			0	71,069
Plant Replacement Reserve	619,898	11,100		60,000					690,998	619,898
Building Reserve	232,817	4,200							237,017	232,817
Fire Fighting Reserve	23,063					23,100			(0)	23,063
Cottage Homes Reserve	63,166	1,100							64,266	63,166
Special Events Reserve	15,176					15,200			0	15,176
Information Technology	52,428	900							53,328	52,428
Young Singles Accommodation Reserve	102,700	1,800							104,500	102,700
Saleyards Reserve	66,005	1,200							67,205	66,005
Sewerage Reserve	302,999	5,400							308,399	302,999
Waste Management Reserve	126,418	2,300							128,718	126,418
Land Development Reserve	239,389	4,300							243,689	239,389
Aged Persons Accommodation Reserve	3,733					3,700			(0)	3,733
Swimming Pool Reserve	231,238	4,200							235,438	231,238
Albert Facey Homestead Reserve	10,144	200							10,344	10,144
Fuel Facility	164,759	3,000							167,759	164,759
Caravan Park & Accommodation Reserve	322,021	5,800							327,821	322,021
WANDRA events & Emergency Repairs Reserve	203,274	3,700							206,974	203,274
Future Projects Reserve		1,300		206,600					207,900	0
Wickepin Bowling Greens - Replacement	0	1,000		168,800	170,048				169,800	170,048
Yealering Bowling Green - Replacement	0	500		81,900	81,896				82,400	81,896
	2,850,295	52,000	0	517,300	251,945	113,100	0		3,306,554	3,102,239

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget			
				YTD 30 04 2024			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				Plant and Equipment			
57,272	3,829	48,329	(5,114)	CEO	(1,850)	(5,114)	(3,264)
50,023	1,658	48,397	33	CEO	(1,850)	33	1,883
60,359	7,541	52,598	(220)	PWS	(2,600)	(220)	2,380
190,000	140,963	130,000	80,963	Loader	31,500	80,963	49,463
			0	Mower	3,000	0	(3,000)
			0			0	0
			0			0	0
			0			0	0
357,654	153,991	279,324	75,661		28,200	75,661.43	47,461

Comments - Capital Disposal/Replacements

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV	0.078864	145	1,501,516	119,031	532	0	119,563	118,416			118,416
UV	0.006166	272	242,206,610	1,486,518	1,536		1,488,054	1,485,517	778		1,486,295
Mining UV	0.006166	5	944,112	4,190			4,190	8,040			8,040
Sub-Totals		422	244,652,238	1,609,739	2,069	0	1,611,808	1,611,973	778	0	1,612,751
Minimum Payment	Minimum \$										
GRV	500	115	360,400	63,250			63,250	63,800			63,800
UV	500	25	1,332,127	13,750			13,750	15,950	778		15,950
Mining UV	500	7		3,850			3,850				
Sub-Totals		147	1,692,527	80,850	0	0	80,850	79,750	778	0	79,750
Ex Gratia Rates							1,692,658				1,692,501
Discount							14,521				14,400
Rates Writeoffs							(142,955)				(140,000)
Amount from General Rates							(47)				(100)
Specified Area Rates							1,564,176				1,566,801
Totals							1,564,176				1,566,801

Comments - Rating Information

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual	Budget	Actual	Budget	Actual	Budget	
			\$	\$	\$	\$	\$	\$	
Loan 103 -Staff House	309,540		19,969	40,031	309,540	309,540	1,447	2,801	2/12/2030
	309,540	0	19,969	40,031	309,540	309,540	1,447	2,801	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval (Y/N)	2023-24 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
GENERAL PURPOSE FUNDING			\$	\$	\$	\$	\$	\$
Grants Commission - General	WALGGC	Y		0	0	0	36,579	(36,579)
Grants Commission - Roads	WALGGC	Y		0	0	0	24,220	(24,220)
GOVERNANCE		Y					0	0
LAW, ORDER, PUBLIC SAFETY								
DFES Grant - Operating Bush Fire Brigade	DFES	Y	61,600	0	61,600	0	61,620	(20)
HOUSING								
WSAHA Grant	DPIRD	Y	150,000			150,000	150,000	0
EDUCATION & WELFARE		N						0
COMMUNITY AMENITIES		N			0	0		0
LY Ablution (From Contract Liabilities)		Y	104,500			104,500	0	104,500
RECREATION AND CULTURE								
Wogolin Playground (From Contract Liabilities)	From LRCI Phase 1	Y	738,100			738,100	62,505	675,595
	LRCI Phase 2	Y	415,000			415,000		415,000
	LRCI Phase 3	Y						
ECONOMIC SERVICES								
LRCI Funding		Y					0	0
		N						0
TRANSPORT								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	263,900	0	0	263,900	261,895	2,005
RRG Grants - Capital Projects	Regional Road Group	Y	984,400	0	0	984,400	681,792	302,608
Direct Grant - Maintenance	Dept. of Transport	Y	160,000	0	160,000	0	160,046	(46)
TOTALS			2,877,500	0	221,600	2,655,900	1,438,657	1,438,843

SHIRE OF WICKEPIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2024

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 23	Amount Received	Amount Paid	Closing Balance 30-Apr-24
	\$	\$	\$	\$
Housing Bonds	0	1,640	-1,640	0
Master Key Deposits	240	6,384	-4,494	2,130
Nomination Deposits	0	300	-300	0
Building and BCITF	1,128	1,862	-2,928	62
Cat/Dog Trap Hire	0	0	0	0
WDSC Replacement Greens	167,548	7,500	-170,048	5,000
Kidsport	0	0	0	0
Wickepin Community Harvest Fund	76,903	0	0	76,903
Albert Facey Homestead	0	0	0	0
Miscellaneous Trust	2,329	720	-720	2,329
Yealering Bowling Club Greens	81,896	8,800	-81,896	8,800
Licensing		180,636	-180,636	0
	330,045	207,842	-442,663	95,223

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ○
- 60% ○
- 80% ○
- 100% ●

SHIRE OF WICKEPIN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 April 2024

Note 13: CAPITAL ACQUISITIONS

		30/04/2024					
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Strategic Reference / Comment	
Land & Buildings							
Governance							
	Administration Office Upgrade	LAB2	10,000	10,000	9,006	994	
	Administration Office - Upgrade Carport	XAB3	20,000	20,000	17,500		
Governance Total			30,000	10,000	26,506	994	
Education & Welfare							
	Wickepin Playgroup - Renew Gazebo	XPG1	6,000	6,000	0	6,000	
Education & Welfare Total			6,000	6,000	0	6,000	
Housing							
	Capital Expenses To 7 Rintel Street	CSH1	7,000	7,000	8,450	(1,450)	
	7 Rintel Street - Renew Flooring	XSH1	5,000	5,000	0	5,000	
	14 Smith St - Upgrade Fencing	XSH12	15,000	15,000	0	15,000	
Housing Total			27,000	27,000	8,450	18,550	
Other Housing							
	Aged Units - Johnston St - Wsaha	CLCH3	300,000	269,734	234,529	35,205	
Other Housing Total			300,000	269,734	234,529	35,205	
Community Amenities							
	Wickepin Tip - New Building	XWT1	30,000	0	16,750		
	Land Purchases				32,556		
Community Amenities Total			30,000	0	49,306	0	
Recreation and Culture							
	Swimming Pool - Renew Pump Shed Roof	XSP7	17,000	17,000	0	17,000	
	Lake Yealering Foreshore Ablutions	LYFA2	258,500	202,500	51,620	206,880	
	Toolibin Tennis Club - Lrci 4 - Ablutions	XTA1	0	0	25,222	(25,222)	
	Wickepin Community Centre - Change Rooms- LRCI Phase 4	XCC1	0	0	0	0	
	Wickepin Swimming Pool- Disable Toilet- LRCI Phase 4	XSP6	0	0	0	0	
	Wickepin Community Centre - Lrci 4	XCC1	0	0	15,693	(15,693)	
Recreation And Culture Total			275,500	219,500	92,536	198,658	
Transport							
	Public Works Dept (Old He Shed She Shed)	LPWC	10,000	10,000	8,401	1,599	
Transport Total			10,000	10,000	8,401	1,599	
Economic Services							
	Harrismith Caravan Park - Renew Facilities	XCP3	14,000	14,000	0	14,000	
Transport Total			14,000	14,000	0	14,000	
Land and Buildings Total			692,500	556,234	419,728	254,012	
Furniture & Equipment							
Governance							
	Council Chambers - Upgrade Technology	XAB4	20,000	20,000	0	20,000	
	Administration Office - Upgrade Technology	XAB5	50,000	40,000	25,855	14,145	
	Various Locations - New Cctv System	XCTV	40,000	32,000	3,475	28,525	
Governance Total			110,000	92,000	29,330	62,670	
Furniture & Office Equip. Total			110,000	92,000	29,330	62,670	
Plant , Equip. & Vehicles							
Governance							
	Ceo Vehicle 4X4 Wagon (1) Renew	XCEO1	60,000	60,000	50,023		
	Ceo Vehicle 4X4 Wagon (2) - Renew	XCEO2	60,000	60,000	50,488	9,512	
Governance Total			120,000	120,000	100,511	9,512	
Recreation And Culture							
	Swimming Pool - Renew Pool Pumps	XSP5	30,000	30,000	27,443		
Recreation And Culture Total			30,000	30,000	27,443	0	
Transport							
	Loader - Renew	XPM1	226,000	226,000	284,000	(58,000)	
	Mower - Renew	XPM2	26,000	26,000	24,181	1,819	
	Pws Vehicle 4X4 Wagon Dual Cab - Renew	XPWS	70,000	70,000	65,657	4,343	
Transport Total			322,000	322,000	373,838	(51,838)	
Plant , Equip. & Vehicles Total			472,000	472,000	501,792	(42,326)	
Infrastructure Other							
Recreation and Culture							
	Swimming Pool - Renew Pool Covers	XSP4	10,000	10,000	9,098		
	Wickepin Skate Park	5088	412,500	412,500	465,796	(53,296)	
	Wickepin Oval - Renew Cricket Pitch Covers	XWCP	16,000	16,000	16,053	(53)	
	Capital Wickepin War Memorial	CWWM1	5,000	5,000	5,207	(207)	
	Wickepin Community Centre - Playground- LRCI Phase 4	XCC2	0	0	140,000		
	Harrismith Community Centre Playground- LRCI Phase 4	XHC1	0	0	27,800		
Recreation And Culture Total			443,500	443,500	663,955	(53,557)	
Economic Services							
	Wickepin Fuel Facility - Lrci 4 - Resealing	XFF2	0	0	39,923	(39,923)	
Economic Services Total			0	0	39,923	(39,923)	
Infrastructure Other Total			443,500	443,500	703,878	0	
Roads							
Transport Regional Road Group							
	Wickepin Pingelly Road	RG001	451,000	450,700	487,769	(36,769)	
	Wickepin-Corrigin Rd	RG003	278,800	278,800	101,933	176,867	
	Cuballing East Road	WSF24	561,300	561,300	532,481	28,819	
Regional Road Group Total			1,291,100	1,290,800	1,122,183	168,917	
Transport Roads to Recovery							
	Yarling Brook Road	R2R018	264,000	264,000	272,555	(8,555)	
Roads to Recovery Total			264,000	264,000	272,555	(8,555)	
Council Resources Construction							
	Harrismith Layby - LRCI Phase 4	XH15	0	0	0	0	
Council Resources Construction Total			0	0	0	0	
Roads Total			1,555,100	1,554,800	1,394,737	160,362.66	
Capital Expenditure Total			3,273,100	3,118,534	3,049,465	434,718	

**Shire of Wickepin
10 Year Plant Replacement Program
2024/2034**

2022/2023 Plant Replacement Program	Registration	Hours	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033
		Kilometres										
Plant Detail-												
P713A - 2021 John Deere Grader	WK518	1074							396,000			
P813 - 2017 Caterpillar Grader 12M	WK813	4837				374,000						
P822A - 2014 Komatsu Loader	WK822	4795	230,000									
P475 - 2019 CAT 44F2 Backhoe	WK475	1175								198,000		
P248 - 2017 Hino 700 6 wheel truck	WK248	133905			320,000							
P342 - 2015 Hino Tip Truck 700 six wheel	WK342	161343		300,000								242,000
P1955 - 2021 Fuso Canter	WK1955	42275									121,000	
P1915B - 2013 Hino 500 Series	WK1915	124678										
P698 - 2021 Mitsubishi Canter	WK698	31107					88,000					
P2433 - 2019 Hino Tip Truck	WK2433	54345									88,000	
P3517 - 2002 Howard Porter Low Loader float	WK3517						77,000					
P697 - 2013 Dynapac CA2500 Vibe' Roller	WK697	319										
P541A - 2016 Bomag Road Roller	WK541	2451						170,500				
P2489 2018 Bobcat	WK2489	1177						110,000				
P722 - 1971 Ford Tractor	WK722											
P687 - 2005 John Deere Tractor 5320	WK687	1559										
P1951 - 1982 John Deere Tractor	WK1951	8280										
P2283 - 1995 Toyota Forklift	WK2283	33726								99,000		
P2495 - Toro Reel Master 5510	WK2495	264										
P664 - 2018 John Deere Ride on Mower	WK642	179					44,000					
P454 - 2012 Toro Ride On Mower	WK454	1055	33,000									
P3680 - 2014 Dog Trailer	WK3680						137,500					
P3570 - 2007 Genie Cherry Picker	WK3570	139			44,000							
P2473 - 2017 Hino 300 Series 716 T/Top	WK2473	88576										
P468A - 2016 Holden Colorado S/Cab Traytop	WK468	42071		19,800				19,800				22,000
P706 - 2018 Holden Colorado Single Cab Utility 4X4	WK706	97053			22,000				22,000			
P2567 - 2019 Colorado Dual Cab	WK2567	9094			25,300			27,500			27,500	
P632A - 2014 Holden Colorado Single Cab Utility 4x4	WK297	43387										
P78197 - 2015 South West Trailers - Car Trailer	MH78197											
P3439 - 1997 Custom Box Top construction	WK3439											
P3312 - 1990 Trailer Emergency Unit	WK3312											
P3412 - 1994 Custom Trailer	WK3412											
P3581 - 2008 Custom trailer builders	WK3581											
P3578 - 2008 Custom trailer white post	WK3578											
P3518 - 2019 PTC Trailer bob cat	WK3518											
P3596 2008 SAM Trailer	WK3596											
PTLT - 2011 Traffic Signals	1TML157 1TML158											
P3576 - 2008 Load Star Box Top Fire Trailer	WK3576											
P8365 - 1980 Custom Box Top Trailer	KA8365											
P3711 - 2017 Side Tipping Dog Trailer	WK3711							125,000				
New plant												
BUSH FIRES												
P182 - 2017 Isuzu Fire Tender - Harrismith	WK182	3910										
P910 - 2012 Isuzu Fire Tender - Wickepin	WK910	4821										
P2255 - 2013 Isuzu Fire Tender - Yealering	WK2255	5424										
FLEET VEHICLES												
PCEO - 2023 Isuzu STNSDN	OWK		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
PWS - 2022 Isuzu D Max 4X4 Dual Cab	WK0		15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
PWS - 2022 Isuzu 4X4 Dual Cab	WK701				15,000			15,000			15,000	
P237 - 2003 Toyota Coaster Bus	1WK	148589		160,000								
Total			290,000	506,800	453,300	401,000	373,500	494,800	445,000	324,000	278,500	291,000
Annual Plant Allocation			350,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Additional Plant Allocation Municipal Fund												
Transfer to (From) Reserve			60,000	(106,800)	(53,300)	(1,000)	26,500	(94,800)	(45,000)	76,000	121,500	109,000
Balance Plant Reserve 30 June 2024 estimated	\$ 686,055		746,055	579,255	525,955	524,955	551,455	456,655	411,655	487,655	609,155	718,155

1.1 Disposal of Property (Other than Land) Policy

Purpose

The purpose of this policy is to provide guidance on the management of the disposition of property (other than land) valued less than \$20,000, ensuring full compliance with applicable legislative obligations and principles of transparency.

Scope

This policy applies to all disposition of property (other than land) valued less than \$20,000.

This policy is to provide unambiguous and transparent direction for the disposal of assets and in doing so:

- Promote fair and effective competition to the greatest possible extent;
- Consider any potential benefit to the community; and
- Ensure best value for money is achieved.

Definitions

Dispose means to sell, donate or dispose of in an environmentally responsible method.

Property means any local government property (valued less than \$20,000) not including money or land.

Reference Documentation

Local Government Act 1995

Regulation 30(3) of the *Local Government (Functions and General) Regulations 1996*

Policy Details

The following principles are to be applied:

- Every reasonable effort will be made to dispose of assets at the best possible price and in an environmentally friendly manner.
- The cost and time associated with disposing of an asset/s should not exceed the estimated market value of the asset/s.
- Consideration should be given to donating the assets to charity or a not for profit organisation.

The disposal of property (other than land) valued less than \$20,000, based on a reasonable judgement valuation, shall be as follows:

Property Type	Method of Disposition
Fleet, plant or machinery valued less than \$20,000	The CEO shall have discretion to dispose of the property through either a: <ol style="list-style-type: none"> 1. Public auction process, or 2. Public tender process, or 3. Trade-in (in accordance with regulation 30(3)(b) of the <i>Local Government</i>

	<i>(Functions and General) Regulations 1996.</i>
Furniture, equipment or goods valued from \$5,000 and less than \$20,000	<p>The CEO shall have discretion to dispose of the property through either a:</p> <ol style="list-style-type: none"> 1. Public Auction process, or 2. Public tender process. <p>In the event of there being no response to the auction or tender process, the property shall be offered to local community groups, sporting clubs or charities through a locally advertised expression of interest process which may comprise either an expression of interest or be on a “first in, first served” response basis.</p> <p>Where more than one interest is received, the CEO shall determine the order of priority, with preference given to local not-for-profit community groups where practicable.</p> <p>If no interest is received, the property will be disposed of through a waste collection service.</p>
Furniture, equipment or goods valued from \$1,000 and less than \$5,000	<p>Property will be offered to local community groups, sporting clubs, charities or schools through a locally advertised expression of interest process which may comprise either an expression of interest or be on a “first in, first served” response basis.</p> <p>Where more than one interest is received, the CEO shall determine the order of priority, with preference given to local not-for-profit community groups where practicable.</p> <p>If no interest is received, the property will be disposed of through a waste collection service.</p>
Furniture, equipment or goods valued less than \$1,000	<p>Property will be offered to local community groups, sporting clubs, charities or schools through a locally advertised expression of interest process which may comprise either an expression of interest or be on a “first in, first served” response basis.</p> <p>Where more than one interest is received, the CEO shall determine the order of priority, with preference given to local not-for-profit community groups where practicable.</p> <p>If no interest is received, the property will be disposed of through a waste collection service.</p>

The Asset Register shall reflect the disposal where applicable.

Dispositions not outlined in this policy are prescribed by legislation.

Relevant Management Practice

Delegation Register

Notes, Forms and Templates

Shire of Wickepin Asset Register

Policy Data

Adoption Date

Decision Reference

Revision History

Delegation	A18 – Disposal of Property
Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property <i>Local Government (Functions and General) Regulations 1996:</i> R.30 Dispositions of property excluded from Act s.3.58
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to dispose of property to: <ol style="list-style-type: none"> (a) the highest bidder at public auction [s.3.58(2)(a)]. (b) the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)] 2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> 1. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. 2. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a value of less than \$75,000 or less. 3. When determining the method of disposal: <ol style="list-style-type: none"> a) Where a public auction is determined as the method of disposal: <ol style="list-style-type: none"> i. Reserve price has been set by independent valuation. ii. Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. b) Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. c) Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: <ol style="list-style-type: none"> i. Negotiate the sale of the property up to a -10% variance on the valuation; and ii. Consider any public submissions received and determine if to proceed with the disposal,

	<p>ensuring reasons for the decision are recorded.</p> <p>d) Where the market value of the assets/property (other than land) is determined as being less than \$20,000 [r.30(3)] disposal may be undertaken –</p> <ul style="list-style-type: none"> i. Without reference to Council for resolution; ii. In any case, be undertaken to ensure the best value return is achieved by gifting, donating or destruction, including recycling or reusing the asset/property where the market value is not expected to exceed \$5,000; iii. Where the property is determined as having a \$nil market value then, as a minimum, the disposal must ensure environmentally responsible disposal.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Deputy Chief Executive Officer Manager Works & Services
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Conditions on the Delegate also apply to the subdelegates.

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Local Government Act 1995 – s.3.58 Disposal of Property</p> <p>Local Government (Functions and General) Regulations 1995 – r.30 Dispositions of property excluded from Act s. 3.58</p> <p>Council Policy - Disposal of Property (Other than Land)</p>
Record Keeping:	<p>Delegations exercised are to be recorded in the CEO Officer's report to Council on a monthly basis.</p> <p>Any supporting information should be recorded in the Shire's document management system.</p>

Version Control:

1	New Delegation Adopted – OCM 15.05.2024
2	

2.1.5 COUNCILLORS RESOURCES

OBJECTIVE: Specify resources to be provided to Councillors and provide guidelines on the appropriate use of Council issued equipment.

Upon appointment, each Councillor will be supplied with the following resources to assist them in the performance of the duties:

- a copy of the Councillors Guide;
- a copy of the current Act; and
- iPad

The resources are to be used for undertaking their duties as a Councillor.

A Councillor who retires, resigns or is not re-elected must:

- return any Council provided equipment to the Shire of Wickepin; or
- purchase any such equipment at its depreciated written down value in the Shire of Wickepin Asset Register.

RESOLUTION:	DATE OF REVIEW:
170615-12	17/06/2015
150317-11	15/03/2017
180320-02	19/02/2020
170321-03	17/02/2021
200422-12	16/03/2022

2.1.5 COUNCILLORS RESOURCES

OBJECTIVE: Specify resources to be provided to Councillors and provide guidelines on the appropriate use of Council issued equipment.

Definitions

Nil

Reference Documentation

Local Government Act 1995 – Section 5.41 Functions of CEO

This policy is to be read in conjunction with Council Policy 2.1.9 – Councillor ICT Policy.

Policy Details

Upon appointment, each Councillor will be supplied with the following resources to assist them in the performance of the duties:

- a copy of the Councillors Guide;
- a copy of the current Act; and
- iPad-Digital Tablet Devices.

The resources are to be used for undertaking their duties as a Councillor.

A Councillor who retires, resigns or is not re-elected must:

- ~~return any Council provided equipment to the Shire of Wickepin; or~~
- ~~purchase any such equipment at its depreciated written down value in the Shire of Wickepin Asset Register.~~

Purchase of decommissioned digital tablet devices

A Councillor who retires, resigns or is not re-elected may after serving at least one 4 year term of office may either assume ownership of the device or hand the device back to the Shire.

The Councillor may purchase the digital tablet device at depreciated written down value in the Shire of Wickepin Asset Register.

ICT equipment provided by the Shire remains the property of the Shire and will be replaced in line with the Shire's ICT equipment lifecycle.

Relevant Management Practice

Nil

Notes, Forms and Templates

Shire of Wickepin Asset Register

The Shire of Wickepin Asset Register is to be updated with details of each individual Councillor's details and the serial number allocated at the time of the appointment, update/replacement of digital tablet device.

RESOLUTION:	DATE OF REVIEW:
170615-12	17/06/2015
150317-11	15/03/2017
180320-02	19/02/2020
170321-03	17/02/2021
200422-12	16/03/2022

2.1.9 IPAD POLICY

OBJECTIVE:

- To provide clear guidance on the issuing of Council owned iPads;
- To identify the acceptable use of Council owned iPads;
- To ensure the rules relating to Council owned iPads are applied consistently across the business; and
- To set out the standards of behaviour expected of iPad users, being the Councillors and Council staff, when making reference to Shire of Wickepin Council through various media platforms.

2.1.9.1 BACKGROUND

The Shire of Wickepin recognises that a high proportion of the community either own or have access to iPads and that the use of these devices will promote communication between Council, Councillors, and its community. Additionally, iPads have been adopted as a tool to support Council in facilitating service delivery and productivity. The iPad device will facilitate the electronic distribution of Shire of Wickepin Council meeting agendas, business papers and minutes. This device will allow reading, reviewing and/or commenting on large volumes of documents and will allow Councillors and senior management to perform these tasks in a paperless format. The Apple iPad and similar devices are a line of tablet computers designed, developed and marketed as a platform for audio-visual media and web content. Such devices are not substitutes for more versatile laptop computers, and shall not be purchased as such.

2.1.9.2 POLICY STATEMENT

The provision of iPad devices shall be restricted to Councillors of Shire of Wickepin Council, CEO, Deputy CEO and other senior managers as delegated by the Chief Executive Officer. The iPad devices are provided to facilitate work related use. The use of non-standard software and internet applications is prohibited; i.e. Skype, MySpace, Bebo, Friendster, Flickr, Yahoo Groups, Google Groups, Whirlpool, and other similar sites. Modification of standard Internet software to bypass security measures is prohibited. The maintenance of appropriate security measures is essential to ensure the confidentiality and integrity of the Council's information.

2.1.9.3 APPLICATION OF POLICY

This policy applies to Councillors and relevant Council senior management employees who are provided with access and usage of a Council owned iPad device. Approval of an iPad purchase and associated data plan will be on a case-by-case basis at the discretion of the CEO.

2.1.9.4 ADMINISTRATION OF INFORMATION SYSTEMS

The CEO is responsible to ensure the continued understanding of the policy and its protocols by relevant Council staff and elected Councillors. All iPad users are to have individual passwords (pin number) for security purposes. All users are to maintain confidentiality of their login pin number. The Council appointed Administrator is the Executive Support Officer. The Executive Support Officer and IT Support will have access rights to all user passwords. These designated Officers shall not disclose Council staff user passwords and will only use these details in their responsibility of administering corporate information systems.

2.1.9.5 TECHNICAL SUPPORT

The Executive Support Officer is responsible for the management of information services and facilities; i.e. iPads, laptops and computers.

2.1.9.6 IPAD USAGE

Council fosters an environment where the privacy of communications will be respected as long as individuals abide by the council's stated policies. While Council's information systems do allow the logging and screening of activity in certain circumstances, the Council does not support pervasive and systematic surveillance. All users are to be conscious of the fact that improper use of iPad devices may pose a threat to Council information systems security and adversely impact on the potential legal liability exposure of the Council.

2.1.9.7 CONDITIONS OF USAGE

- The iPad device is accessible to all Councillors, during their term of office.
- The iPad device is accessible to the CEO and DCEO, during their employment at Council.
- iPad use is limited to reasonable use that supports the Shire of Wickepin.
- The iPad is to be used as the official means of electronic distribution of Shire of Wickepin Council Ordinary Meeting agendas, business papers and minutes of meeting.
- The iPad may be used as the means of electronic distribution of Committees of Council agendas, business papers and minutes of meeting.
- The iPad may be used for web browsing for work related activities.
- The use and access to 'streaming' Internet sites on the iPad is not allowed. These sites may include media sites, Skype, music, sport and movie sites.
- Councillors and Council staff may not use the iPad to conduct business or secondary employment for personal financial gain.

2.1.9.8 CONDITIONS OF USAGE

Council will revoke the availability and use of an iPad because of misuse or serious abuse of usage as listed below:

- Conducting business other than Council business, (i.e. secondary employment) without the approval of the CEO.
- Promotion of a personal or commercial benefit.
- Violation of a copyright.
- Intentionally sending viruses or other destructive content.
- Sending and/or disclosing of inappropriate content (i.e. illegal, immoral, offensive or obscene material, pornographic, erotic images, race or religious based material).
- Sending material that uses offensive language.
- Sending, disclosing and/or distributing personal or confidential information held by Council.
- Sending, disclosing and/or distributing slanderous and/or defamatory material.
- Sending emails as a form of harassment, bullying or threatening behaviour.
- Lending the iPad to a third party is strictly prohibited.
- Make disparaging or any adverse comment about Council, any policy or decision of Council or any of Council's related employees, contractors and other Councillors.
- Any act that contravenes a law or is a criminal offence.
- Any act that may have a negative impact to Council.

2.1.9.9 IPAD OWNERSHIP

The iPad device and associated accessories that have been issued by Council will at all times remain in the ownership of Council. If a Council employee resigns, retires or their employment is terminated for any reason that employee is required as part of the exit interview to return the iPad and accessories to Council. If a Councillor resigns, retires or their election tenure finishes that Councillor is required to return the iPad and accessories to the Shire of Wickepin. Council issued iPads are not the personal property of Council officials or Council staff and may be reassigned or recalled if directed by the CEO. Council reserves the right to require the return of the iPad at any time. If an iPad is requested to be returned it must be handed-in to the CEO within 24 hours of the request being made.

2.1.9.10 ENFORCEMENT

Users must comply with the requirements of this Policy. Any breach of this policy may result in disciplinary action which may include termination of employment (or, for Councillors referral to a Conduct Review Committee). Other disciplinary action that may be taken includes, but is not limited to, issuing a warning, suspension or disconnection of access to Council's iPad either permanently or on a temporary basis.

2.1.9.11 CRIMINAL ACTIVITY

Illegal use of an iPad device and any related criminal activities will result in the matter being referred to the Police for investigation and / or CCC if necessary.

2.1.9.12 RESPONSIBILITIES

Shire of Wickepin

Shire of Wickepin Council will be responsible for the payment of iPad expenses associated with:

- The purchase of all Apple iPad devices;
- Payment of monthly data plan and equipment charges, and review of the same;
- Training and support charges;
- The servicing and maintenance of the equipment;
- Repairs to the equipment.

CEO

- Ensuring that Councillors and Council staff are aware of and have an understanding of the iPad Policy and received a copy of the same;
- Ensuring that Councillors and Council staff comply with the "Conditions of Usage" requirements of the iPad Policy;
- Implementing disciplinary procedures, where there is proven misuse or improper use of Council's iPad.

IT Support

- Implementation, administration and technical support to all users of the iPad devices;
- Reporting misuse of Council iPad Policy to the CEO.

Councillors and Authorised Users

- Have read and understood the iPad Policy;
- Adhere to the "Conditions of Usage" requirements as detailed herein the Council iPad Policy;
- Ensure their use of the iPad is consistent with ethical behaviour under the Council iPad Policy and Code of Conduct;
- Ensure if an iPad is lost or stolen to immediately advise the CEO.

2.1.9.13 VIRUS SCANNING

IT support shall ensure current virus scanning software is loaded onto the iPad device. The use of unauthorised software is strictly prohibited. Unauthorised software may be deleted from an individual's iPad.

2.1.9.14 VARIATION TO THIS POLICY

This policy may be cancelled or varied from time to time. All the Shire of Wickepin's councillors will be notified of any variation to this policy by the normal correspondence method. All users of social media (be it for personal or professional purposes) are responsible for reading this policy prior to accessing social media.

RESOLUTION:	DATE OF REVIEW:
160817-24	16/08/2017
180320-02	19/02/2020
170321-03	17/02/2021
200422-12	16/03/2022

2.1.9 ~~IPAD~~ COUNCILLOR ICT POLICY

OBJECTIVE:

- To provide clear guidance on the issuing of Council owned iPads-digital tablet devices;
- To identify the acceptable use of Council owned iPads digital tablet devices;
- To ensure the rules relating to Council owned iPads digital tablet devices are applied consistently across the business; and
- To set out the standards of behaviour expected of iPad digital tablet device users, being the Councillors and Council staff, when making reference to Shire of Wickepin Council through various media platforms.

Definitions

Nil

Reference Documentation

Local Government Act 1995 – Section 5.41 Functions of CEO

This policy is to be read in conjunction with Council Policy 2.1.5 – Council Resources

BACKGROUND

The Shire of Wickepin recognises that a high proportion of the community either own or have access to iPads digital tablet devices and that the use of these devices will promote communication between Council, Councillors, and its community. Additionally, iPads-digital tablet devices have been adopted as a tool to support Council in facilitating service delivery and productivity. The iPad digital tablet device will facilitate the electronic distribution of Shire of Wickepin Council meeting agendas, business papers and minutes. This device will allow reading, reviewing and/or commenting on large volumes of documents and will allow Councillors and senior management to perform these tasks in a paperless format. The Apple iPad and similar digital tablet devices are a line of tablet computers designed, developed and marketed as a platform for audio-visual media and web content. Such devices are not substitutes for more versatile laptop computers, and shall not be purchased as such.

POLICY STATEMENT

The provision of iPad digital tablet devices shall be restricted to Councillors of Shire of Wickepin Council, CEO, Deputy CEO and other senior managers as delegated by the Chief Executive Officer. The iPad digital tablet devices are provided to facilitate work related use. The use of non-standard software and internet applications is prohibited; i.e. Teams, Skype, MySpace, Bebo, Friendster, Flickr, Yahoo Groups, Google Groups, Whirlpool, and other similar sites. Modification of standard Internet software to bypass security measures is prohibited. The maintenance of appropriate security measures is essential to ensure the confidentiality and integrity of the Council's information.

APPLICATION OF POLICY

This policy applies to Councillors and relevant Council senior management employees who are provided with access and usage of a Council owned iPad digital tablet device.

Approval of an iPad digital tablet devices purchase and associated data plan will be on a case-by-case basis at the discretion of the CEO.

PROVISION OF DIGITAL TABLET DEVICES TO COUNCILLORS

The Shire of Wickepin is committed to providing efficient and effective means of supporting elected members in the decision-making processes of the Council. The Local Government Act 1995 specifies that one of the Chief Executive Officer's functions is to "ensure that advice and information is available to the council so that informed decisions can be made". To meet this requirement Council business papers are provided to Councillors in hard copy paper format as a primary source of advice and information.

The Shire also maintains a digital business paper system which delivers agendas, minutes and other business papers via digital table devices. Tablet devices may be provided to Councillors, for the purpose of accessing Council business papers through the Shire's specified business digital business paper system.

Councillors may receive business papers in three ways:

- a) Paper only.
- b) Both Paper and digital business paper system.
- c) Digital business paper system only.

Where a Councillor elects to receive only digital business papers, the Councillor must demonstrate to the satisfaction of the Chief Executive Officer a moderate level of competency in using both the allocated digital table device and the digital business paper system.

ADMINISTRATION OF INFORMATION SYSTEMS

The CEO is responsible to ensure the continued understanding of the policy and its protocols by relevant Council staff and elected Councillors. All iPad digital tablet device users are to have individual passwords (pin number) for security purposes. All users are to maintain confidentiality of their login pin number. The Council appointed Administrator is the Executive Support Officer. The Executive Support Officer and IT Support will have access rights to all user passwords. These designated Officers shall not disclose Council staff user passwords and will only use these details in their responsibility of administering corporate information systems.

TECHNICAL SUPPORT

The Executive Support Officer is responsible for the management of information services and facilities; i.e. iPads, laptops and computers.

~~IPAD~~ DIGITAL TABLET DEVICES USAGE

Council fosters an environment where the privacy of communications will be respected as long as individuals abide by the council's stated policies. While Council's information systems do allow the logging and screening of activity in certain circumstances, the Council does not support pervasive and systematic surveillance. All users are to be conscious of the fact that improper use of iPad digital tablet devices may pose a threat to Council information systems security and adversely impact on the potential legal liability exposure of the Council.

CONDITIONS OF USAGE

- The iPad digital tablet device is accessible to all Councillors, during their term of office.
- The iPad digital tablet device is accessible to the CEO and DCEO, during their employment at Council.
- iPad digital tablet devices use is limited to reasonable use that supports the Shire of Wickepin.
- The iPad digital tablet devices is to be used as the official means of electronic distribution of Shire of Wickepin Council Ordinary Meeting agendas, business papers and minutes of meeting.

- The iPad digital tablet devices may be used as the means of electronic distribution of Committees of Council agendas, business papers and minutes of meeting.
- The iPad digital tablet devices may be used for web browsing for work related activities.
- The use and access to 'streaming' Internet sites on the iPad digital tablet devices is not allowed. These sites may include media sites, Skype, music, sport and movie sites.
- Councillors and Council staff may not use the iPad digital tablet devices to conduct business or secondary employment for personal financial gain.
- A Councillor provided with a Shire owned digital tablet device is responsible for keeping the device in good working order.
- With the exception of accessing the Shire's wireless internet system, which is available at the Shire's Administration Centre, a Councillor is responsible for the cost of accessing wireless internet at his or her home or other locations.
- Councillors may securely access the Shire's Councillor portal and the Shire's Office365 platform noting that confidential Council documents should not be downloaded from these portals onto a non-Shire of Wickepin device (such as a personal or work mobile phone).

CONDITIONS OF USAGE

Council will revoke the availability and use of an iPad digital tablet devices because of misuse or serious abuse of usage as listed below:

- Conducting business other than Council business, (i.e. secondary employment) without the approval of the CEO.
- Promotion of a personal or commercial benefit.
- Violation of a copyright.
- Intentionally sending viruses or other destructive content.
- Sending and/or disclosing of inappropriate content (i.e. illegal, immoral, offensive or obscene material, pornographic, erotic images, race or religious based material).
- Sending material that uses offensive language.
- Sending, disclosing and/or distributing personal or confidential information held by Council.
- Sending, disclosing and/or distributing slanderous and/or defamatory material.
- Sending emails as a form of harassment, bullying or threatening behaviour.
- Lending the iPad digital tablet devices to a third party is strictly prohibited.
- Make disparaging or any adverse comment about Council, any policy or decision of Council or any of Council's related employees, contractors and other Councillors.
- Any act that contravenes a law or is a criminal offence.
- Any act that may have a negative impact to Council.

IPAD DIGITAL TABLET DEVICES OWNERSHIP

The iPad digital tablet device and associated accessories that have been issued by Council will at all times remain in the ownership of Council. If a Council employee resigns, retires or their employment is terminated for any reason that employee is required as part of the exit interview to return the iPad digital tablet devices and accessories to

Council. If a Councillor resigns, retires or their election tenure finishes that Councillor is required to return the iPad digital tablet devices and accessories to the Shire of Wickepin. Council issued iPads digital tablet devices are not the personal property of Council officials or Council staff and may be reassigned or recalled if directed by the CEO. Council reserves the right to require the return of the iPad digital tablet devices at any time. If an iPad digital tablet device is requested to be returned it must be handed-in to the CEO within 24 hours of the request being made.

ENFORCEMENT

Users must comply with the requirements of this Policy. Any breach of this policy may result in disciplinary action which may include termination of employment (or, for Councillors referral to a Conduct Review Committee). Other disciplinary action that may be taken includes, but is not limited to, issuing a warning, suspension or disconnection of access to Council's iPad digital tablet devices either permanently or on a temporary basis.

CRIMINAL ACTIVITY

Illegal use of an iPad digital tablet device and any related criminal activities will result in the matter being referred to the Police for investigation and / or CCC if necessary.

RESPONSIBILITIES

Shire of Wickepin

Shire of Wickepin Council will be responsible for the payment of iPad digital tablet device expenses associated with:

- The purchase of all digital tablet Apple iPad devices;
- Payment of monthly data plan and equipment charges, and review of the same;
- Training and support charges;
- The servicing and maintenance of the equipment;
- Repairs to the equipment.

CEO

- Ensuring that Councillors and Council staff are aware of and have an understanding of the iPad Councillor ICT Policy and received a copy of the same;
- Ensuring that Councillors and Council staff comply with the "Conditions of Usage" requirements of the iPad Councillor ICT Policy;
- Implementing disciplinary procedures, where there is proven misuse or improper use of Council's iPad digital tablet devices.

IT Support

- Implementation, administration and technical support to all users of the iPad digital tablet devices;
- Reporting misuse of Council iPad Councillor ICT Policy to the CEO.

Councillors and Authorised Users

- Have read and understood the iPad Councillor ICT Policy;

- Adhere to the "Conditions of Usage" requirements as detailed herein the Council iPad Councillor ICT Policy;
- Ensure their use of the iPad is consistent with ethical behaviour under the Council iPad Councillor ICT Policy and Code of Conduct;
- Ensure if an iPad digital tablet device is lost or stolen to immediately advise the CEO.

VIRUS SCANNING

IT support shall ensure current virus scanning software is loaded onto the iPad digital tablet device. The use of unauthorised software is strictly prohibited. Unauthorised software may be deleted from an individual's iPad digital tablet devices.

REPLACEMENT OF DIGITAL TABLET DEVICES FOR COUNCILLORS

The tablet device is provided for the Councillors continuous term of office and will only be replaced:

- When a change in Shire business systems or technology warrants; or
- When the functionality of the device and applications impairs effective communication; or
- Through accidental loss or breakage.

A Councillor must ensure that any personal information or software applications on the digital table device is removed or backed up prior to replacement.

VARIATION TO THIS POLICY

This policy may be cancelled or varied from time to time. All the Shire of Wickepin's councillors will be notified of any variation to this policy by the normal correspondence method. All users of social media (be it for personal or professional purposes) are responsible for reading this policy prior to accessing social media.

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170321-03	17/02/2021
200422-12	16/03/2022
	15/04/2023

LOCAL GOVERNMENT ACT 1995
SHIRE OF WICKEPIN
PARKING AND PARKING FACILITIES LOCAL LAW 2024

LOCAL GOVERNMENT ACT 1995

SHIRE OF WICKEPIN

PARKING AND PARKING FACILITIES LOCAL LAW 2024

CONTENTS

PART 1 - PRELIMINARY	4
1.1 Citation.....	4
1.2 Commencement	4
1.3 Purpose and Effect	4
1.4 Interpretation.....	4
1.5 Application of Particular Definitions.....	8
1.6 Application and pre-existing signs.....	8
1.7 Classes of vehicles	8
1.8 Part of thoroughfare to which sign applies	9
1.9 Powers of the local government.....	9
PART 2 - PARKING STALLS AND PARKING STATIONS	9
2.1 Determination of parking stalls and parking stations	9
2.2 Vehicles to be within parking stall on thoroughfare.....	9
PART 3 - PARKING GENERALLY	10
3.1 Restrictions on parking in particular areas.....	10
3.2 Parking vehicle on a carriageway	11
3.3 When parallel and right-angled parking apply.....	12
3.4 When angle parking applies.....	12
3.5 General prohibitions on parking	12
3.6 Authorised person may order vehicle on thoroughfare to be moved.....	13
3.7 Authorised person may mark tyres	13
3.8 No movement of vehicles to avoid time limitation.....	14
3.9 No parking of vehicles exposed for sale and in other circumstances	14
3.10 Parking on private land	14
3.11 Parking on reserves	14
3.12 Suspension of parking limitations for urgent, essential or official duties.....	15
PART 4 – PARKING AND STOPPING GENERALLY	15
4.1 No stopping and no parking signs, and yellow edge lines.....	15
PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES	15
5.1 Stopping in a loading zone.....	15
5.2 Stopping in a taxi zone or a bus zone	16
5.3 Stopping in a mail zone.....	16
5.4 Other limitations in zones	16
PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED.....	16
6.1 Stopping in a shared zone	16
6.2 Double parking.....	16
6.3 Stopping near an obstruction	16
6.4 Stopping on a bridge or in a tunnel, etc.	17
6.5 Stopping on crests, curves, etc.	17
6.6 Stopping near a fire hydrant etc	17
6.7 Stopping at or near a bus stop	17

6.8	Stopping on a path, median strip, or traffic island.....	18
6.9	Stopping on verge	18
6.10	Obstructing access to and from a path, driveway, etc.....	18
6.11	Stopping near a letter box	19
6.12	Stopping on a carriageway – heavy and long vehicles	19
6.13	Stopping on a carriageway with a bicycle parking sign	19
6.14	Stopping on a carriageway with motor cycle parking sign.....	19
PART 7 - MISCELLANEOUS		19
7.1	Removal of notices on vehicle	19
7.2	Unauthorised signs and defacing of signs.....	20
7.3	Signs must be complied with	20
7.4	General provisions about signs	20
7.5	Special purpose and emergency vehicles.....	20
7.6	Vehicles not to obstruct a public place	20
PART 8 - PENALTIES.....		20
8.1	Offences and penalties	20
8.2	Form of notices	21
Schedule 1 - Parking region		22
Schedule 2 – Prescribed offences		23

LOCAL GOVERNMENT ACT 1995

SHIRE OF WICKEPIN

PARKING AND PARKING FACILITIES LOCAL LAW 2024

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Wickepin resolved on [insert date] to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the Shire of Wickepin Parking and Parking Facilities Local Law 2024.

1.2 Commencement

This local law comes into operation 14 days after the date of publication in the *Government Gazette*.

1.3 Purpose and Effect

- (1) The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.
- (2) The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

1.4 Interpretation

In this local law unless the context otherwise requires –

Act means the *Local Government Act 1995*;

authorized person means a person appointed by the local government under section 9.10 of the Act, to perform any of the functions of an authorized person under this local law;

authorised vehicle means a vehicle authorised by the local government, CEO, authorized person or by any written law to park on a thoroughfare or parking facility;

bicycle has the meaning given to it by the Code;

bicycle path has the meaning given to it by the Code;

bus has the meaning given to it by the Code;

bus embayment has the meaning given to it by the Code;

bus stop has the meaning given to it by the Code;

bus zone has the meaning given to it by the Code;

caravan means a vehicle that is fitted or designed to allow human habitation and which is drawn by another vehicle, or which is capable of self-propulsion;

carriageway means a portion of thoroughfare that is improved, designed or ordinarily used for vehicular traffic and includes the shoulders, and areas, including embayments, at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a thoroughfare has two or more of those portions divided by a median strip, the expression means each of those portions, separately;

centre in relation to a carriageway, means a line or a series of lines, marks or other indications

-
- (a) for a two-way carriageway – placed so as to delineate vehicular traffic travelling in different directions; or
- (b) in the absence of any such lines, marks or other indications – the middle of the main, travelled portion of the carriageway;

children’s crossing has the meaning given to it by the Code;

CEO means the Chief Executive Officer of the local government;

Code means the *Road Traffic Code 2000*;

commercial vehicle means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers, and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose;

disability parking permit means a current document issued by the National Disability Service (ACN 008 445 485), consisting of—

- (a) an Australian Disability Parking Permit; and
- (b) an ACROD Parking Program Card;

district means the district of the local government;

driver means any person driving or in control of a vehicle;

edge line for a carriageway means a line marked along the carriageway at or near the far left or the far right of the carriageway;

emergency vehicle has the meaning given to it by the Code;

footpath has the meaning given to it by the Code;

GVM (which stands for gross vehicle mass) has the meaning given to it by the Code;

Loading Zone means a parking stall which is set aside for use by commercial vehicles if there is a sign referable to that stall marked “Loading Zone”;

local government means the Shire of Wickepin;

mail zone has the meaning given to it by the Code;

median strip has the meaning given to it by the Code;

motorcycle has the meaning given to it by the Code;

motor vehicle means a self-propelled vehicle that is not operated on rails; and the expression includes a trailer, semi-trailer or caravan while attached to a motor vehicle, but does not include a power assisted pedal cycle;

no parking area has the meaning given to it by the Code;

no parking sign means a sign with the words “no parking” in red letters on a white background, or the letter “P” within a red annulus and a red diagonal line across it on a white background;

no stopping area has the meaning given to it by the Code;

no stopping sign means a sign with the words “no stopping” or “no standing” in red letters on a white background or the letter “S” within a red annulus and a red diagonal line across it on a white background;

occupier has the meaning given to it by the Act;

owner

- (a) where used in relation to a vehicle licensed under the Road Traffic Act, means the person in whose name the vehicle has been registered under that Road Traffic Act;
- (b) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of that vehicle; and
- (c) where used in relation to land, has the meaning given to it by the Act;

park, in relation to a vehicle, means to permit a vehicle, whether attended or not by any person, to remain stationary except for the purpose of –

- (a) avoiding conflict with other traffic; or
- (b) complying with the provisions of any law; or
- (c) taking up or setting down persons or goods (maximum of 2 minutes);

parking area has the meaning given to it by the Code;

parking facilities includes land, buildings, shelters, parking stalls and other facilities open to the public generally for the parking of vehicles and signs, notices and facilities used in connection with the parking of vehicles;

parking region means the area described in Schedule 1;

parking stall means a section or part of a thoroughfare or of a parking station which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may be parked;

parking station means any land, or structure provided for the purpose of accommodating vehicles;

pedestrian crossing has the meaning given to it by the Code;

public place means any place to which the public has access whether or not that place is on private property;

reserve means any land:

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;

Road Traffic Act means the *Road Traffic Act 1974*;

Schedule means a Schedule to this local law;

shared zone has the meaning given to it by the Code;

sign includes a traffic sign, inscription, road marking, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols, and which is placed on or near a thoroughfare or within a parking station or reserve for the purpose of prohibiting, regulating, guiding, directing or restricting the parking of vehicles;

special purpose vehicle has the meaning given to it by the Code;

stop in relation to a vehicle means to stop a vehicle and permit it to remain stationary, except for the purposes of avoiding conflict with other traffic or of complying with the provisions of any law;

symbol includes any symbol specified by Australian Standard 1742.11-1999 and any symbol specified from time to time by Standards Australia for use in the regulation of parking and any reference to the wording of any sign in this local law shall be also deemed to include a reference to the corresponding symbol;

taxi has the meaning given to it by the Code;

taxi zone has the meaning given to it by the Code;

thoroughfare has the meaning given to it by the Act;

traffic island has the meaning given to it by the Code;

trailer means any vehicle without motive power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include the rear portion of an articulated vehicle, or a side car;

vehicle has the meaning given to it by the Code; and

verge means the portion of a thoroughfare which lies between the boundary of a carriageway and the adjacent property line but does not include a footpath.

1.5 Application of Particular Definitions

- (1) For the purposes of the application of the definitions 'no parking area' and 'parking area' an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is deemed to be pointing in the direction in which it would point, if the signs were turned at an angle of less than 90 degrees until parallel with the boundary.
- (2) Unless the context otherwise requires, where a term is used, but not defined, in this local law, and that term is defined in the Road Traffic Act or in the Code, then the term shall have the meaning given to it in that Act or the Code.

1.6 Application and pre-existing signs

- (1) Subject to subclause (2), this local law applies to the parking region.
- (2) This local law does not apply to a parking facility or a parking station that is not occupied by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law will apply to that facility or station.
- (3) The agreement referred to in subclause (2) may be made on such terms and conditions as the parties may agree.
- (4) Where a parking facility or a parking station is identified in Schedule 4, then the facility or station shall be deemed to be a parking station to which this local law applies and it shall not be necessary to prove that it is the subject of an agreement referred to in subclause (2).
- (5) A sign that –
 - (a) was erected by the local government or the Commissioner of Main Roads prior to the coming into operation of this local law; and
 - (b) relates to the parking of vehicles within the parking region, shall be deemed for the purposes of this local law to have been erected by the local government under the authority of this local law.
- (6) An inscription or symbol on a sign referred to in subclause (5) operates and has effect according to its tenor, and where the inscription or symbol relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it related to the parking of vehicles.
- (7) The provisions of Parts 2, 3, and 4 do not apply to a bicycle parked at a bicycle rail or bicycle rack.

1.7 Classes of vehicles

For the purpose of this local law, vehicles are divided into classes as follows –

- (a) buses;
- (b) commercial vehicles;
- (c) motorcycles and bicycles;
- (d) taxis; and

- (e) all other vehicles.

1.8 Part of thoroughfare to which sign applies

Where under this local law the parking of vehicles in a thoroughfare is controlled by a sign, the sign shall be read as applying to that part of the thoroughfare which –

- (a) lies beyond the sign;
- (b) lies between the sign and the next sign beyond that sign; and
- (c) is on that side of the thoroughfare nearest to the sign.

1.9 Powers of the local government

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law.

PART 2 - PARKING STALLS AND PARKING STATIONS

2.1 Determination of parking stalls and parking stations

- (1) The local government may by resolution constitute, determine and vary –
 - (a) parking stalls;
 - (b) parking stations;
 - (c) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;
 - (d) permitted classes of vehicles which may park in parking stalls and parking stations;
 - (e) permitted classes of persons who may park in specified parking stalls or parking stations; and
 - (f) the manner of parking in parking stalls and parking stations.
- (2) Where the local government makes a determination under subsection (1) it shall erect signs to give effect to the determination.

2.2 Vehicles to be within parking stall on thoroughfare

- (1) Subject to subclause (2), (3) and (4), a person shall not park a vehicle in a parking stall in a thoroughfare otherwise than –
 - (a) parallel to and as close to the kerb as is practicable;
 - (b) wholly within the stall; and
 - (c) headed in the direction of the movement of traffic on the side of the thoroughfare in which the stall is situated.
- (2) Subject to subclause (3) where a parking stall in a thoroughfare is set out otherwise than parallel to the kerb, then a person must park a vehicle in that stall wholly within it.

- (3) If a vehicle is too long or too wide to fit completely within a single parking stall then the person parking the vehicle shall do so within the minimum number of parking stalls needed to park that vehicle.
- (4) A person shall not park a vehicle partly within and partly outside a parking area.

2.3 **Parking prohibitions and restrictions**

- (1) A person shall not –
 - (a) park a vehicle so as to obstruct an entrance to, or an exit from a parking station, or an access way within a parking station;
 - (b) except with the permission of the local government or an authorised person park a vehicle on any part of a parking station contrary to a sign referable to that part;
 - (c) permit a vehicle to park on any part of a parking station, if an authorised person directs the driver of such vehicle to move the vehicle; or
 - (d) park or attempt to park a vehicle in a parking stall in which another vehicle is parked but this paragraph does not prevent the parking of a motorcycle and a bicycle together in a stall marked “M/C”, if the bicycle is parked in accordance with subclause (2).
- (2) No person shall park any bicycle –
 - (a) in a parking stall other than in a stall marked “M/C”; and
 - (b) in such stall other than against the kerb.
- (3) Notwithstanding the provisions of subclause (1)(b) a driver may park a vehicle in a permissive parking stall or station (except in a parking area for persons with a disability) for twice the length of time allowed, provided that –
 - (a) the driver's vehicle displays a disability parking permit; and
 - (b) a person with a disability to which that disability parking permit relates is either the driver of or a passenger in the vehicle.

PART 3 - PARKING GENERALLY

3.1 **Restrictions on parking in particular areas**

- (1) Subject to subclause (2), a person shall not park a vehicle in a thoroughfare or part of a thoroughfare, or part of a parking station –
 - (a) if by a sign it is set apart for the parking of vehicles of a different class;
 - (b) if by a sign it is set apart for the parking of vehicles by persons of a different class; or
 - (c) during any period when the parking of vehicles is prohibited by a sign.
- (2) (a) This subclause applies to a driver if –
 - (i) the driver's vehicle displays a disability parking permit; and

- (ii) a person with a disability to which the disability parking permit relates is either the driver of the vehicle or a passenger in the vehicle.
- (b) The driver may park a vehicle in a thoroughfare or a part of a thoroughfare or part of a parking station, except in a thoroughfare or a part of a thoroughfare or part of a parking station to which a disabled parking sign relates for twice the period indicated on the sign.
- (3) A person shall not park a vehicle:
 - (1) in a no parking area;
 - (2) in a parking area, except in accordance with both the signs associated with the parking area and with this local law;
 - (3) in a stall marked “M/C” unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.
- (4) A person shall not park a motorcycle without a sidecar or a trailer, or a bicycle in a parking stall unless the stall is marked “M/C”.
- (5) A person shall not, without the prior permission of the local government, the CEO, or an authorised person, park a vehicle in an area designated by a sign stating “Authorised Vehicles Only”.

3.2 Parking vehicle on a carriageway

- (1) A person parking a vehicle on a carriageway other than in a parking stall shall park it –
 - (a) in the case of a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (b) in the case of a one-way carriageway, so that it is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
 - (d) so that the front and the rear of the vehicle respectively is not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law; and
 - (e) so that it does not obstruct any vehicle on the carriageway,
 unless otherwise indicated on a parking regulation sign or markings on the roadway.
- (2) In this clause, 'continuous dividing line' means –
 - (a) a single continuous dividing line only;

- (b) a single continuous dividing line to the left or right of a broken dividing line; or
- (c) 2 parallel continuous dividing lines.

3.3 When parallel and right-angled parking apply

Where a traffic sign associated with a parking area is not inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), then unless a sign associated with the parking area indicates, or marks on the carriageway indicate, that vehicles have to park in a different position, where the parking area is:

- (a) adjacent to the boundary of a carriageway, a person parking a vehicle in the parking area shall park it as near as practicable to and parallel with that boundary; and
- (b) at or near the centre of the carriageway, a person parking a vehicle in that parking area shall park it at approximately right angles to the centre of the carriageway.

3.4 When angle parking applies

- (1) This clause does not apply to:
 - (a) a passenger vehicle or a commercial vehicle with a mass including any load, of over 3 tonnes; or
 - (b) a person parking either a motor cycle without a trailer or a bicycle.
- (2) Where a sign associated with a parking area is inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), a person parking a vehicle in the area shall park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by the inscription on the parking sign or by marks on the carriageway.

3.5 General prohibitions on parking

- (1)
 - (a) This clause does not apply to a vehicle parked in a parking stall nor to a bicycle in a bicycle rack.
 - (b) Subclauses (2)(c), (e) and (g) do not apply to a vehicle which parks in a bus embayment.
- (2) Subject to any law relating to intersections with traffic control signals a person shall not park a vehicle so that any portion of the vehicle is –
 - (a) between any other stationary vehicles and the centre of the carriageway;
 - (b) on or adjacent to a median strip;
 - (c) obstructing a right of way, private drive or carriageway or so close as to deny a vehicle reasonable access to or egress from the right of way, private drive or carriageway;
 - (d) alongside or opposite any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;
 - (e) on or within 10 metres of any portion of a carriageway bounded by a traffic island;

- (f) on any footpath or pedestrian crossing;
 - (g) between the boundaries of a carriageway and any double longitudinal line consisting of two continuous lines or between a double longitudinal line consisting of a continuous line and a broken or dotted line and the boundary of a carriageway nearer to the continuous line, unless there is a distance of at least 3 metres clear between the vehicle and the double longitudinal line;
 - (h) on an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
 - (i) within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug;
 - (j) within 3 metres of a public letter pillar box, unless the vehicle is being used for the purposes of collecting postal articles from the pillar box; or
 - (k) within 10 metres of the nearer property line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is parked,
 - (i) unless a sign or markings on the carriageway indicate otherwise.
- (3) A person shall not park a vehicle so that any portion of the vehicle is within 10 metres of the departure side of –
- (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers; or
 - (b) a children’s crossing or pedestrian crossing.
- (4) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of the approach side of –
- (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers;
 - (b) a children’s crossing or pedestrian crossing.
- (5) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.

3.6 Authorised person may order vehicle on thoroughfare to be moved

The driver of a vehicle shall not park that vehicle on any part of a thoroughfare in contravention of this local law after an authorised person has directed the driver to move it.

3.7 Authorised person may mark tyres

- (1) An authorised person may mark the tyres of a vehicle parked in a parking facility with chalk or any other non-indelible substance for a purpose connected with or arising out of his or her duties or powers.

- (2) A person shall not remove a mark made by an authorised person so that the purpose of the affixing of such a mark is defeated or likely to be defeated.

3.8 No movement of vehicles to avoid time limitation

- (1) Where the parking of vehicles in a parking facility is permitted for a limited time, a person shall not move a vehicle within the parking facility so that the total time of parking exceeds the maximum time allowed for parking in the parking facility.
- (2) Where the parking of vehicles in a thoroughfare is permitted for a limited time, a person shall not move a vehicle along that thoroughfare so that the total time of parking exceeds the maximum time permitted, unless the vehicle has first been removed from the thoroughfare for at least 2 hours.

3.9 No parking of vehicles exposed for sale and in other circumstances

A person shall not park a vehicle on any portion of a thoroughfare –

- (a) for the purpose of exposing it for sale;
- (b) if that vehicle is not licensed under the Road Traffic Act;
- (c) if that vehicle is a trailer or a caravan unattached to a motor vehicle; or
- (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.

3.10 Parking on private land

- (1) In this clause a reference to “land” does not include land –
 - (a) which belongs to the local government;
 - (b) of which the local government is the management body under the *Land Administration Act 1997*;
 - (c) which is an “otherwise unvested facility” within section 3.53 of the Act;
 - (d) which is the subject of an agreement referred to in clause 1.5(2); or
 - (e) which is identified in Schedule 4.
- (2) A person shall not park a vehicle on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) Where the owner or occupier of the land, by a sign referable to that land or otherwise, consents to the parking of vehicles of a specified class or classes on the land for a limited period, a person shall not park a vehicle on the land otherwise than in accordance with the consent.

3.11 Parking on reserves

No person other than an employee of the local government in the course of his or her duties or a person authorised by the local government shall drive or park a vehicle upon or over any portion of a reserve other than upon an area specifically set aside for that purpose.

3.12 Suspension of parking limitations for urgent, essential or official duties

- (1) Where by a sign the parking of vehicles is permitted for a limited time on a portion of a thoroughfare or parking facility, the local government, the CEO or an authorised person may, subject to the Code, permit a person to park a vehicle in that portion of the thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties.
- (2) Where permission is granted under subclause (1), the local government, the CEO or an authorised person may prohibit the use by any other vehicle of that portion of the thoroughfare or parking facility to which the permission relates, for the duration of that permission.

PART 4 – PARKING AND STOPPING GENERALLY

4.1 No stopping and no parking signs, and yellow edge lines

- (1) No stopping

A driver shall not stop on a length of carriageway, or in an area, to which a “no stopping” sign applies.

- (2) No parking

A driver shall not stop on a length of carriageway or in an area to which a “no parking” sign applies, unless the driver is –

- (a) dropping off, or picking up, passengers or goods;
- (b) does not leave the vehicle unattended; and
- (c) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on.

unattended, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.

- (3) No stopping on a carriageway with yellow edge lines

A driver shall not stop at the side of a carriageway marked with a continuous yellow edge line.

PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES

5.1 Stopping in a loading zone

A person shall not stop a vehicle in a loading zone unless it is:

- (a) a motor vehicle used for commercial or trade purposes engaged in the picking up or setting down of goods; or
- (b) a motor vehicle taking up or setting down passengers,

but, in any event, shall not remain in that loading zone:

- (c) for longer than a time indicated on the “loading zone” sign; or

- (d) longer than 30 minutes (if no time is indicated on the sign).

5.2 Stopping in a taxi zone or a bus zone

- (1) A driver shall not stop in a taxi zone, unless the driver is driving a taxi.
- (2) A driver shall not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the “bus zone” sign applying to the bus zone.

5.3 Stopping in a mail zone

A person shall not stop a vehicle in a mail zone.

5.4 Other limitations in zones

A person shall not stop a vehicle in a zone to which a traffic sign applies if stopping the vehicle would be contrary to any limitation in respect to classes of persons or vehicles, or specific activities allowed, as indicated by additional words on a traffic sign that applies to the zone.

PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED

6.1 Stopping in a shared zone

A driver shall not stop in a shared zone unless –

- (a) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law;
- (b) the driver stops in a parking bay and the driver is permitted to stop in the parking bay under this local law;
- (c) the driver is dropping off, or picking up, passengers or goods; or
- (d) the driver is engaged in door-to-door delivery or collection of goods, or in the collection of waste or garbage.

6.2 Double parking

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is between any other stopped vehicle and the centre of the carriageway.
- (2) This clause does not apply to –
 - (a) a driver stopped in traffic; or
 - (b) a driver angle parking on the side of the carriageway or in a median strip parking area, in accordance with this local law.

6.3 Stopping near an obstruction

A driver shall not stop on a carriageway near an obstruction on the carriageway in a position that further obstructs traffic on the carriageway.

6.4 Stopping on a bridge or in a tunnel, etc.

- (1) A driver shall not stop a vehicle on a bridge, causeway, ramp or similar structure unless –
 - (a) the carriageway is at least as wide on the structure as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.
- (2) A driver shall not stop a vehicle in a tunnel or underpass unless –
 - (a) the carriageway is at least as wide in the tunnel or underpass as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver of a motor vehicle stops at a bus stop, or in a bus zone or parking area marked on the carriageway, for the purpose of setting down or taking up passengers.

6.5 Stopping on crests, curves, etc.

- (1) Subject to subclause (2), a driver shall not stop a vehicle on, or partly on, a carriageway, in any position where it is not visible to the driver of an overtaking vehicle, from a distance of 50 metres within a built-up area, and from a distance of 150 metres outside a built-up area.
- (2) A driver may stop on a crest or curve on a carriageway that is not in a built-up area if the driver stops at a place on the carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.6 Stopping near a fire hydrant etc

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug, unless –
 - (a) the driver is driving a public bus, and the driver stops in a bus zone or at a bus stop and does not leave the bus unattended; or
 - (b) the driver is driving a taxi, and the driver stops in a taxi zone and does not leave the taxi unattended.
- (2) In this clause a driver leaves the vehicle “unattended” if the driver leaves the vehicle so the driver is over 3 metres from the closest point of the vehicle.

6.7 Stopping at or near a bus stop

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 20 metres of the approach side of a bus stop, or within 10 metres of the departure side of a bus stop, unless –
 - (a) the vehicle is a public bus stopped to take up or set down passengers; or

- (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

(2) In this clause –

- (a) distances are measured in the direction in which the driver is driving; and
- (b) a trailer attached to a public bus is deemed to be a part of the public bus.

6.8 Stopping on a path, median strip, or traffic island

The driver of a vehicle (other than a bicycle or an animal) shall not stop so that any portion of the vehicle is on a path, traffic island or median strip, unless the driver stops in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.9 Stopping on verge

(1) A person shall not –

- (a) stop a vehicle (other than a bicycle);
- (b) stop a commercial vehicle or bus, or a trailer or caravan unattached to a motor vehicle; or
- (c) stop a vehicle during any period when the stopping of vehicles on that verge is prohibited by a sign adjacent and referable to that verge,

so that any portion of it is on a verge.

(2) Subclause (1)(a) does not apply to the person if he or she is the owner or occupier of the premises adjacent to that verge, or is a person authorised by the occupier of those premises to stop the vehicle so that any portion of it is on the verge.

(3) Subclause (1)(b) does not apply to a commercial vehicle when it is being loaded or unloaded with reasonable expedition with goods, merchandise or materials collected from or delivered to the premises adjacent to the portion of the verge on which the commercial vehicle is parked, provided no obstruction is caused to the passage of any vehicle or person using a carriageway or a path.

6.10 Obstructing access to and from a path, driveway, etc.

(1) A driver shall not stop a vehicle so that any portion of the vehicle is in front of a path, in a position that obstructs access by vehicles or pedestrians to or from that path, unless –

- (a) the driver is dropping off, or picking up, passengers; or
- (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

(2) A driver shall not stop a vehicle on or across a driveway or other way of access for vehicles travelling to or from adjacent land, unless –

- (a) the driver is dropping off, or picking up, passengers; or

- (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

6.11 Stopping near a letter box

A driver shall not stop a vehicle so that any portion of the vehicle is within 3 metres of a public letter box, unless the driver –

- (a) is dropping off, or picking up, passengers or mail; or
- (b) stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.12 Stopping on a carriageway – heavy and long vehicles

- (1) A person shall not park a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5 metres or more in length or exceeds a GVM of 4.5 tonnes –
 - (a) on a carriageway in a built-up area, for any period exceeding 1 hour, unless engaged in the picking up or setting down of goods; or
 - (b) on a carriageway outside a built-up area, except on the shoulder of the carriageway, or in a truck bay or other area set aside for the parking of goods vehicles.
- (2) Nothing in this clause mitigates the limitations or condition imposed by any other clause or by any local law or traffic sign relating to the parking or stopping of vehicles.

6.13 Stopping on a carriageway with a bicycle parking sign

The driver of a vehicle (other than a bicycle) shall not stop on a length of carriageway to which a “bicycle parking” sign applies, unless the driver is dropping off, or picking up, passengers.

6.14 Stopping on a carriageway with motor cycle parking sign

The driver of a vehicle shall not stop on a length of carriageway, or in an area, to which a 'motor cycle parking' sign applies, or an area marked “M/C” unless –

- (a) the vehicle is a motor cycle; or
- (b) the driver is dropping off, or picking up, passengers.

PART 7 - MISCELLANEOUS

7.1 Removal of notices on vehicle

A person, other than the driver of the vehicle or a person acting under the direction of the driver of the vehicle, shall not remove from the vehicle any notice put on the vehicle by an authorised person.

7.2 Unauthorised signs and defacing of signs

A person shall not without the authority of the local government –

- (a) mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government under this local law;
- (b) remove, deface or misuse a sign or property, set up or exhibited by the local government under this local law or attempt to do any such act; or
- (c) affix a board, sign, placard, notice or other thing to or paint or write upon any part of a sign set up or exhibited by the local government under this local law.

7.3 Signs must be complied with

An inscription or symbol on a sign operates and has effect according to its tenor and a person contravening the direction on a sign commits an offence under this local law.

7.4 General provisions about signs

- (1) A sign marked, erected, set up, established or displayed on or near a thoroughfare is, in the absence of evidence to the contrary presumed to be a sign marked, erected, set up, established or displayed under the authority of this local law.
- (2) The first three letters of any day of the week when used on a sign indicate that day of the week.

7.5 Special purpose and emergency vehicles

Notwithstanding anything to the contrary in this local law, the driver of –

- (a) a special purpose vehicle may, only in the course of his or her duties and when it is expedient and safe to do so, stop, or park the vehicle in any place, at any time; and
- (b) an emergency vehicle may, in the course of his or her duties and when it is expedient and safe to do so or where he or she honestly and reasonably believes that it is expedient and safe to do so, stop, or park the vehicle at any place, at any time.

7.6 Vehicles not to obstruct a public place

- (1) A person shall not leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place without the permission of the local government or unless authorised under any written law.
- (2) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

PART 8 - PENALTIES

8.1 Offences and penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.

- (3) Any person who commits an offence under this local law shall be liable, upon conviction, to a penalty not exceeding \$1,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of a day during which the offence has continued.
- (4) The amount appearing in the final column of Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

8.2 Form of notices

For the purposes of this local law:

- (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (b) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996* ;
- (c) the form of the infringement withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

Schedule 1 - Parking region

The parking region is the whole of the district, but excludes the following portions of the district:

1. the approach and departure prohibition areas of all existing and future traffic control signal installations as determined by the Commissioner of Main Roads;
2. prohibition areas applicable to all existing and future bridges and subways as determined by the Commissioner of Main Roads; and
3. any road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads or has been delegated by the Commissioner to the local government.

Schedule 2 – Prescribed offences

ITEM NO.	CLAUSE NO.	NATURE OF OFFENCE	MODIFIED PENALTY \$
1	2.2	Failure to park wholly within parking stall	40
2	2.2(4)	Failure to park wholly within parking area	40
3	2.3(1)(a)	Causing obstruction in parking station	50
4	2.3(1)(b)	Parking contrary to sign in parking station	50
5	2.3(1)(c)	Parking contrary to directions of authorised person	50
6	2.3(1)(d)	Parking or attempting to park a vehicle in a parking stall occupied by another vehicle	40
7	3.1(1)(a)	Parking wrong class of vehicle	40
8	3.1(1)(b)	Parking by persons of a different class	45
9	3.1(1)(c)	Parking during prohibited period	45
10	3.1(3)(a)	Parking in no parking area	50
11	3.1(3)(b)	Parking contrary to signs or limitations	40
12	3.1(3)(c)	Parking vehicle in motor cycle only area	40
13	3.1(4)	Parking motor cycle in stall not marked “M/C”	40
14	3.1(5)	Parking without permission in an area designated for “Authorised Vehicles Only”	45
15	3.2(1)(a)	Failure to park on the left of two-way carriageway	40
16	3.2(1)(b)	Failure to park on boundary of one-way carriageway	40
17	3.2(1)(a) or 3.2(1)(b)	Parking against the flow of traffic	45
18	3.2(1)(c)	Parking when distance from farther boundary less than 3 metres	45

19	3.2(1)(d)	Parking closer than 1 metre from another vehicle	40
20	3.2(1)(e)	Causing obstruction	50
21	3.3(b)	Failure to park at approximate right angle	40
22	3.4(2)	Failure to park at an appropriate angle	40
23	3.5(2)(a) and 6.2	Double parking	45
24	3.5(2)(b)	Parking on or adjacent to a median strip	40
25	3.5(2)(c)	Denying access to private drive or right of way	45
26	3.5(2)(d)	Parking beside excavation or obstruction so as to obstruct traffic	50
27	3.5(2)(e)	Parking within 10 metres of traffic island	45
28	3.5(2)(f)	Parking on footpath/pedestrian crossing	50
29	3.5(2)(g)	Parking contrary to continuous line markings	45
30	3.5(2)(h)	Parking on intersection	45
31	3.5(2)(i)	Parking within 1 metre of fire hydrant or fire plug	50
32	3.5(2)(j)	Parking within 3 metres of public letter box	45
33	3.5(2)(k)	Parking within 10 metres of intersection	45
34	3.5(3)(a) or (b)	Parking vehicle within 10 metres of departure side of bus stop, children's crossing or pedestrian crossing	50
35	3.5(4)(a) or (b)	Parking vehicle within 20 metres of approach side of bus stop, children's crossing or pedestrian crossing	50
36	3.5(5)	Parking vehicle within 20 metres of approach side or departure side of railway level crossing	50
37	3.6	Parking contrary to direction of authorised person	50
38	3.7(2)	Removing mark of authorised person	55
39	3.8	Moving vehicle to avoid time limitation	40

40	3.9(a)	Parking in thoroughfare for purpose of sale	40
41	3.9(b)	Parking unlicensed vehicle in thoroughfare	40
42	3.9(c)	Parking a trailer/caravan on a thoroughfare	40
43	3.9(d)	Parking in thoroughfare for purpose of repairs	40
44	3.10(1) or (2)	Parking on land that is not a parking facility without consent	55
45	3.10(3)	Parking on land not in accordance with consent	40
46	3.11	Driving or parking on reserve	40
47	4.1(1)	Stopping contrary to a “no stopping” sign	40
48	4.1(2)	Parking contrary to a “no parking” sign	40
49	4.1(3)	Stopping within continuous yellow lines	40
50	5.1	Stopping unlawfully in a loading zone	40
51	5.2	Stopping unlawfully in a taxi zone or bus zone	40
52	5.3	Stopping unlawfully in a mail zone	40
53	5.4	Stopping in a zone contrary to a sign	40
54	6.1	Stopping in a shared zone	40
55	6.3	Stopping near an obstruction	45
56	6.4	Stopping on a bridge or tunnel	40
57	6.5	Stopping on crests/curves etc	55
58	6.6	Stopping near fire hydrant	55
59	6.7	Stopping near bus stop	45
60	6.8	Stopping on path, median strip or traffic island	40
61	6.9	Stopping on verge	40

62	6.10	Obstructing path, a driveway etc	40
63	6.11	Stopping near letter box	40
64	6.12	Stopping heavy or long vehicles on carriageway	45
65	6.13	Stopping in bicycle parking area	40
66	6.14	Stopping in motorcycle parking area	40
67	7.6	Leaving vehicle so as to obstruct a public place	50
68		All other offences not specified	35

Dated..... 20____

The Common Seal of the Shire of Wickepin was affixed by authority of a resolution of the Council in the presence of:

Cr Julie Russell

Shire President

Kellie Bartley

Chief Executive Officer

LOCAL GOVERNMENT ACT 1995
SHIRE OF WICKEPIN
PARKING AND PARKING FACILITIES LOCAL LAW 2024

LOCAL GOVERNMENT ACT 1995
SHIRE OF WICKEPIN
PARKING AND PARKING FACILITIES LOCAL LAW 2024

CONTENTS

PART 1 - PRELIMINARY	4
1.1 Citation.....	4
1.2 Commencement	4
1.3 Purpose and Effect	4
1.4 Interpretation.....	4
1.5 Application of Particular Definitions.....	8
1.6 Application and pre-existing signs.....	8
1.7 Classes of vehicles	8
1.8 Part of thoroughfare to which sign applies	9
1.9 Powers of the local government.....	9
PART 2 - PARKING STALLS AND PARKING STATIONS	9
2.1 Determination of parking stalls and parking stations	9
2.2 Vehicles to be within parking stall on thoroughfare.....	9
PART 3 - PARKING GENERALLY	10
3.1 Restrictions on parking in particular areas.....	10
3.2 Parking vehicle on a carriageway	11
3.3 When parallel and right-angled parking apply.....	12
3.4 When angle parking applies.....	12
3.5 General prohibitions on parking	12
3.6 Authorised person may order vehicle on thoroughfare to be moved.....	13
3.7 Authorised person may mark tyres	13
3.8 No movement of vehicles to avoid time limitation.....	14
3.9 No parking of vehicles exposed for sale and in other circumstances	14
3.10 Parking on private land	14
3.11 Parking on reserves	14
3.12 Suspension of parking limitations for urgent, essential or official duties.....	15
PART 4 – PARKING AND STOPPING GENERALLY	15
4.1 No stopping and no parking signs, and yellow edge lines	15
PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES	15
5.1 Stopping in a loading zone.....	15
5.2 Stopping in a taxi zone or a bus zone	16
5.3 Stopping in a mail zone.....	16
5.4 Other limitations in zones	16
PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED	16
6.1 Stopping in a shared zone	16
6.2 Double parking.....	16
6.3 Stopping near an obstruction	16
6.4 Stopping on a bridge or in a tunnel, etc.	17
6.5 Stopping on crests, curves, etc.	17
6.6 Stopping near a fire hydrant etc	17
6.7 Stopping at or near a bus stop.....	17

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6.8	Stopping on a path, median strip, or traffic island.....	18
6.9	Stopping on verge	18
6.10	Obstructing access to and from a path, driveway, etc.....	18
6.11	Stopping near a letter box	19
6.12	Stopping on a carriageway – heavy and long vehicles	19
6.13	Stopping on a carriageway with a bicycle parking sign	19
6.14	Stopping on a carriageway with motor cycle parking sign.....	19
PART 7 - MISCELLANEOUS		19
7.1	Removal of notices on vehicle	19
7.2	Unauthorised signs and defacing of signs.....	20
7.3	Signs must be complied with	20
7.4	General provisions about signs	20
7.5	Special purpose and emergency vehicles.....	20
7.6	Vehicles not to obstruct a public place	20
PART 8 - PENALTIES.....		20
8.1	Offences and penalties	20
8.2	Form of notices	21
Schedule 1 - Parking region		22
Schedule 2 – Prescribed offences		23

LOCAL GOVERNMENT ACT 1995

SHIRE OF WICKEPIN

PARKING AND PARKING FACILITIES LOCAL LAW 2024

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Wickepin resolved on [insert date] to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Wickepin Parking and Parking Facilities Local Law 2024*.

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1.2 Commencement

This local law comes into operation 14 days after the date of publication in the *Government Gazette*.

1.3 Purpose and Effect

- (1) The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.
- (2) The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

1.4 Interpretation

In this local law unless the context otherwise requires –

Act means the *Local Government Act 1995*;

authorized authorised person means a person appointed by the local government under section 9.10 of the Act, to perform any of the functions of an *authorized authorised* person under this local law;

Commented [KB3]: Correct spelling of authorised

authorised vehicle means a vehicle authorised by the local government, CEO, *authorized authorised* person or by any written law to park on a thoroughfare or parking facility;

bicycle has the meaning given to it by the Code;

bicycle path has the meaning given to it by the Code;

bus has the meaning given to it by the Code;

bus embayment has the meaning given to it by the Code;

bus stop has the meaning given to it by the Code;

bus zone has the meaning given to it by the Code;

caravan means a vehicle that is fitted or designed to allow human habitation and which is drawn by another vehicle, or which is capable of self-propulsion;

carriageway means a portion of thoroughfare that is improved, designed or ordinarily used for vehicular traffic and includes the shoulders, and areas, including embayments, at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a thoroughfare has two or more of those portions divided by a median strip, the expression means each of those portions, separately;

centre in relation to a carriageway, means a line or a series of lines, marks or other indications

- (a) for a two-way carriageway – placed so as to delineate vehicular traffic travelling in different directions; or
- (b) in the absence of any such lines, marks or other indications – the middle of the main, travelled portion of the carriageway;

children’s crossing has the meaning given to it by the Code;

CEO means the Chief Executive Officer of the local government;

Code means the *Road Traffic Code 2000*;

commercial vehicle means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers, and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose;

disability parking permit means a current document issued by the National Disability Service (ACN 008 445 485), consisting of—

- (a) an Australian Disability Parking Permit; and
- (b) an ACROD Parking Program Card;

district means the district of the local government;

driver means any person driving or in control of a vehicle;

edge line for a carriageway means a line marked along the carriageway at or near the far left or the far right of the carriageway;

emergency vehicle has the meaning given to it by the Code;

footpath has the meaning given to it by the Code;

GVM (which stands for gross vehicle mass) has the meaning given to it by the Code;

Loading Zone means a parking stall which is set aside for use by commercial vehicles if there is a sign referable to that stall marked “Loading Zone”;

local government means the Shire of Wickepin;

mail zone has the meaning given to it by the Code;

median strip has the meaning given to it by the Code;

motorcycle has the meaning given to it by the Code;

motor vehicle means a self-propelled vehicle that is not operated on rails; and the expression includes a trailer, semi-trailer or caravan while attached to a motor vehicle, but does not include a power assisted pedal cycle;

no parking area has the meaning given to it by the Code;

no parking sign means a sign with the words “no parking” in red letters on a white background, or the letter “P” within a red annulus and a red diagonal line across it on a white background;

no stopping area has the meaning given to it by the Code;

no stopping sign means a sign with the words “no stopping” or “no standing” in red letters on a white background or the letter “S” within a red annulus and a red diagonal line across it on a white background;

occupier has the meaning given to it by the Act;

owner

- (a) where used in relation to a vehicle licensed under the Road Traffic Act, means the person in whose name the vehicle has been registered under that Road Traffic Act;
- (b) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of that vehicle; and
- (c) where used in relation to land, has the meaning given to it by the Act;

park, in relation to a vehicle, means to permit a vehicle, whether attended or not by any person, to remain stationary except for the purpose of –

- (a) avoiding conflict with other traffic; or
- (b) complying with the provisions of any law; or
- (c) taking up or setting down persons or goods (maximum of 2 minutes);

parking area has the meaning given to it by the Code;

parking facilities includes land, buildings, shelters, parking stalls and other facilities open to the public generally for the parking of vehicles and signs, notices and facilities used in connection with the parking of vehicles;

parking region means the area described in Schedule 1;

parking stall means a section or part of a thoroughfare or of a parking station which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may be parked;

parking station means any land, or structure provided for the purpose of accommodating vehicles;

pedestrian crossing has the meaning given to it by the Code;

public place means any place to which the public has access whether or not that place is on private property;

reserve means any land:

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;

Road Traffic Act means the *Road Traffic Act 1974*;

Schedule means a Schedule to this local law;

shared zone has the meaning given to it by the Code;

sign includes a traffic sign, inscription, road marking, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols, and which is placed on or near a thoroughfare or within a parking station or reserve for the purpose of prohibiting, regulating, guiding, directing or restricting the parking of vehicles;

special purpose vehicle has the meaning given to it by the Code;

stop in relation to a vehicle means to stop a vehicle and permit it to remain stationary, except for the purposes of avoiding conflict with other traffic or of complying with the provisions of any law;

symbol includes any symbol specified by Australian Standard 1742.11-1999 and any symbol specified from time to time by Standards Australia for use in the regulation of parking and any reference to the wording of any sign in this local law shall be also deemed to include a reference to the corresponding symbol;

taxi has the meaning given to it by the Code;

taxi zone has the meaning given to it by the Code;

thoroughfare has the meaning given to it by the Act;

traffic island has the meaning given to it by the Code;

trailer means any vehicle without motive power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include the rear portion of an articulated vehicle, or a side car;

vehicle has the meaning given to it by the Code; and

verge means the portion of a thoroughfare which lies between the boundary of a carriageway and the adjacent property line but does not include a footpath.

1.5 Application of Particular Definitions

- (1) For the purposes of the application of the definitions 'no parking area' and 'parking area' an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is deemed to be pointing in the direction in which it would point, if the signs were turned at an angle of less than 90 degrees until parallel with the boundary.
- (2) Unless the context otherwise requires, where a term is used, but not defined, in this local law, and that term is defined in the Road Traffic Act or in the Code, then the term shall have the meaning given to it in that Act or the Code.

1.6 Application and pre-existing signs

- (1) Subject to subclause (2), this local law applies to the parking region.
- (2) This local law does not apply to a parking facility or a parking station that is not occupied by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law will apply to that facility or station.
- (3) The agreement referred to in subclause (2) may be made on such terms and conditions as the parties may agree.
- (4) Where a parking facility or a parking station is identified in Schedule 4, then the facility or station shall be deemed to be a parking station to which this local law applies and it shall not be necessary to prove that it is the subject of an agreement referred to in subclause (2).
- (5) A sign that –
 - (a) was erected by the local government or the Commissioner of Main Roads prior to the coming into operation of this local law; and
 - (b) relates to the parking of vehicles within the parking region, shall be deemed for the purposes of this local law to have been erected by the local government under the authority of this local law.
- (6) An inscription or symbol on a sign referred to in subclause (5) operates and has effect according to its tenor, and where the inscription or symbol relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it related to the parking of vehicles.
- (7) The provisions of Parts 2, 3, and 4 do not apply to a bicycle parked at a bicycle rail or bicycle rack.

1.7 Classes of vehicles

For the purpose of this local law, vehicles are divided into classes as follows –

- (a) buses;
- (b) commercial vehicles;
- (c) motorcycles and bicycles;
- (d) taxis; and

- (e) all other vehicles.

1.8 Part of thoroughfare to which sign applies

Where under this local law the parking of vehicles in a thoroughfare is controlled by a sign, the sign shall be read as applying to that part of the thoroughfare which –

- (a) lies beyond the sign;
- (b) lies between the sign and the next sign beyond that sign; and
- (c) is on that side of the thoroughfare nearest to the sign.

1.9 Powers of the local government

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law.

PART 2 - PARKING STALLS AND PARKING STATIONS

2.1 Determination of parking stalls and parking stations

- (1) The local government may by resolution constitute, determine and vary –
 - (a) parking stalls;
 - (b) parking stations;
 - (c) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;
 - (d) permitted classes of vehicles which may park in parking stalls and parking stations;
 - (e) permitted classes of persons who may park in specified parking stalls or parking stations; and
 - (f) the manner of parking in parking stalls and parking stations.
- (2) Where the local government makes a determination under subsection (1) it shall erect signs to give effect to the determination.

2.2 Vehicles to be within parking stall on thoroughfare

- (1) Subject to subclause (2), (3) and (4), a person shall not park a vehicle in a parking stall in a thoroughfare otherwise than –
 - (a) parallel to and as close to the kerb as is practicable;
 - (b) wholly within the stall; and
 - (c) headed in the direction of the movement of traffic on the side of the thoroughfare in which the stall is situated.
- (2) Subject to subclause (3) where a parking stall in a thoroughfare is set out otherwise than parallel to the kerb, then a person must park a vehicle in that stall wholly within it.

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- (3) If a vehicle is too long or too wide to fit completely within a single parking stall then the person parking the vehicle shall do so within the minimum number of parking stalls needed to park that vehicle.
- (4) A person shall not park a vehicle partly within and partly outside a parking area.

2.3 **Parking prohibitions and restrictions**

- (1) A person shall not –
 - (a) park a vehicle so as to obstruct an entrance to, or an exit from a parking station, or an access way within a parking station;
 - (b) except with the permission of the local government or an authorised person park a vehicle on any part of a parking station contrary to a sign referable to that part;
 - (c) permit a vehicle to park on any part of a parking station, if an authorised person directs the driver of such vehicle to move the **vehicle; or**
 - (d) park or attempt to park a vehicle in a parking stall in which another vehicle is parked but this paragraph does not prevent the parking of a motorcycle and a bicycle together in a stall marked “M/C”, if the bicycle is parked in accordance with subclause (2).
- (2) No person shall park any bicycle –
 - (a) in a parking stall other than in a stall marked “M/C”; and
 - (b) in such stall other than against the kerb.
- (3) Notwithstanding the provisions of subclause (1)(b) a driver may park a vehicle in a permissive parking stall or station (except in a parking area for persons with a disability) for twice the length of time allowed, provided that –
 - (a) the driver's vehicle displays a disability parking permit; and
 - (b) a person with a disability to which that disability parking permit relates is either the driver of or a passenger in the vehicle.

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PART 3 - PARKING GENERALLY

3.1 Restrictions on parking in particular areas

- (1) Subject to subclause (2), a person shall not park a vehicle in a thoroughfare or part of a thoroughfare, or part of a parking station –
 - (a) if by a sign it is set apart for the parking of vehicles of a different class;
 - (b) if by a sign it is set apart for the parking of vehicles by persons of a different class; or
 - (c) during any period when the parking of vehicles is prohibited by a sign.
- (2)
 - (a) This subclause applies to a driver if –
 - (i) the driver's vehicle displays a disability parking permit; and

- (ii) a person with a disability to which the disability parking permit relates is either the driver of the vehicle or a passenger in the vehicle.
- (b) The driver may park a vehicle in a thoroughfare or a part of a thoroughfare or part of a parking station, except in a thoroughfare or a part of a thoroughfare or part of a parking station to which a disabled parking sign relates for twice the period indicated on the sign.
- (3) A person shall not park a vehicle:
 - (1) in a no parking area;
 - (2) in a parking area, except in accordance with both the signs associated with the parking area and with this local law;
 - (3) in a stall marked "M/C" unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.
- (4) A person shall not park a motorcycle without a sidecar or a trailer, or a bicycle in a parking stall unless the stall is marked "M/C".
- (5) A person shall not, without the prior permission of the local government, the CEO, or an authorised person, park a vehicle in an area designated by a sign stating "Authorised Vehicles Only".

3.2 Parking vehicle on a carriageway

- (1) A person parking a vehicle on a carriageway other than in a parking stall shall park it –
 - (a) in the case of a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (b) in the case of a one-way carriageway, so that it is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
 - (d) so that the front and the rear of the vehicle respectively is not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law; and
 - (e) so that it does not obstruct any vehicle on the carriageway,
 unless otherwise indicated on a parking regulation sign or markings on the roadway.
- (2) In this clause, 'continuous dividing line' means –
 - (a) a single continuous dividing line only;

- (b) a single continuous dividing line to the left or right of a broken dividing line; or
- (c) 2 parallel continuous dividing lines.

3.3 When parallel and right-angled parking apply

Where a traffic sign associated with a parking area is not inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), then unless a sign associated with the parking area indicates, or marks on the carriageway indicate, that vehicles have to park in a different position, where the parking area is:

- (a) adjacent to the boundary of a carriageway, a person parking a vehicle in the parking area shall park it as near as practicable to and parallel with that boundary; and
- (b) at or near the centre of the carriageway, a person parking a vehicle in that parking area shall park it at approximately right angles to the centre of the carriageway.

3.4 When angle parking applies

- (1) This clause does not apply to:
 - (a) a passenger vehicle or a commercial vehicle with a mass including any load, of over 3 tonnes; or
 - (b) a person parking either a motor cycle without a trailer or a bicycle.
- (2) Where a sign associated with a parking area is inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), a person parking a vehicle in the area shall park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by the inscription on the parking sign or by marks on the carriageway.

3.5 General prohibitions on parking

- (1)
 - (a) This clause does not apply to a vehicle parked in a parking stall nor to a bicycle in a bicycle rack.
 - (b) Subclauses (2)(c), (e) and (g) do not apply to a vehicle which parks in a bus embayment.
- (2) Subject to any law relating to intersections with traffic control signals a person shall not park a vehicle so that any portion of the vehicle is –
 - (a) between any other stationary vehicles and the centre of the carriageway;
 - (b) on or adjacent to a median strip;
 - (c) obstructing a right of way, private drive or carriageway or so close as to deny a vehicle reasonable access to or egress from the right of way, private drive or carriageway;
 - (d) alongside or opposite any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;
 - (e) on or within 10 metres of any portion of a carriageway bounded by a traffic island;

- (f) on any footpath or pedestrian crossing;
 - (g) between the boundaries of a carriageway and any double longitudinal line consisting of two continuous lines or between a double longitudinal line consisting of a continuous line and a broken or dotted line and the boundary of a carriageway nearer to the continuous line, unless there is a distance of at least 3 metres clear between the vehicle and the double longitudinal line;
 - (h) on an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
 - (i) within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug;
 - (j) within 3 metres of a public letter pillar box, unless the vehicle is being used for the purposes of collecting postal articles from the pillar box; or
 - (k) within 10 metres of the nearer property line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is parked,
 - (i) unless a sign or markings on the carriageway indicate otherwise.
- (3) A person shall not park a vehicle so that any portion of the vehicle is within 10 metres of the departure side of –
- (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers; or
 - (b) a children’s crossing or pedestrian crossing.
- (4) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of the approach side of –
- (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers;
 - (b) a children’s crossing or pedestrian crossing.
- (5) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.

3.6 Authorised person may order vehicle on thoroughfare to be moved

The driver of a vehicle shall not park that vehicle on any part of a thoroughfare in contravention of this local law after an authorised person has directed the driver to move it.

3.7 Authorised person may mark tyres

- (1) An authorised person may mark the tyres of a vehicle parked in a parking facility with chalk or any other non-indelible substance for a purpose connected with or arising out of his or her duties or powers.

- (2) A person shall not remove a mark made by an authorised person so that the purpose of the affixing of such a mark is defeated or likely to be defeated.

3.8 No movement of vehicles to avoid time limitation

- (1) Where the parking of vehicles in a parking facility is permitted for a limited time, a person shall not move a vehicle within the parking facility so that the total time of parking exceeds the maximum time allowed for parking in the parking facility.
- (2) Where the parking of vehicles in a thoroughfare is permitted for a limited time, a person shall not move a vehicle along that thoroughfare so that the total time of parking exceeds the maximum time permitted, unless the vehicle has first been removed from the thoroughfare for at least 2 hours.

3.9 No parking of vehicles exposed for sale and in other circumstances

A person shall not park a vehicle on any portion of a thoroughfare –

- (a) for the purpose of exposing it for sale;
- (b) if that vehicle is not licensed under the Road Traffic Act;
- (c) if that vehicle is a trailer or a caravan unattached to a motor vehicle; or
- (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.

3.10 Parking on private land

- (1) In this clause a reference to “land” does not include land –
- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*;
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;
- (d) which is the subject of an agreement referred to in clause 1.5(2); or
- (e) which is identified in Schedule 4.
- (2) A person shall not park a vehicle on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) Where the owner or occupier of the land, by a sign referable to that land or otherwise, consents to the parking of vehicles of a specified class or classes on the land for a limited period, a person shall not park a vehicle on the land otherwise than in accordance with the consent.

3.11 Parking on reserves

No person other than an employee of the local government in the course of his or her duties or a person authorised by the local government shall drive or park a vehicle upon or over any portion of a reserve other than upon an area specifically set aside for that purpose.

3.12 Suspension of parking limitations for urgent, essential or official duties

- (1) Where by a sign the parking of vehicles is permitted for a limited time on a portion of a thoroughfare or parking facility, the local government, the CEO or an authorised person may, subject to the Code, permit a person to park a vehicle in that portion of the thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties.
- (2) Where permission is granted under subclause (1), the local government, the CEO or an authorised person may prohibit the use by any other vehicle of that portion of the thoroughfare or parking facility to which the permission relates, for the duration of that permission.

PART 4 – PARKING AND STOPPING GENERALLY

4.1 No stopping and no parking signs, and yellow edge lines

- (1) No stopping

A driver shall not stop on a length of carriageway, or in an area, to which a “no stopping” sign applies.

- (2) No parking

A driver shall not stop on a length of carriageway or in an area to which a “no parking” sign applies, unless the driver is –

- (a) dropping off, or picking up, passengers or goods;
- (b) does not leave the vehicle unattended; and
- (c) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on.

unattended, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.

- (3) No stopping on a carriageway with yellow edge lines

A driver shall not stop at the side of a carriageway marked with a continuous yellow edge line.

PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES

5.1 Stopping in a loading zone

A person shall not stop a vehicle in a loading zone unless it is:

- (a) a motor vehicle used for commercial or trade purposes engaged in the picking up or setting down of goods; or
- (b) a motor vehicle taking up or setting down passengers,

but, in any event, shall not remain in that loading zone:

- (c) for longer than a time indicated on the “loading zone” sign; or

- (d) longer than 30 minutes (if no time is indicated on the sign).

5.2 Stopping in a taxi zone or a bus zone

- (1) A driver shall not stop in a taxi zone, unless the driver is driving a taxi.
- (2) A driver shall not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the “bus zone” sign applying to the bus zone.

5.3 Stopping in a mail zone

A person shall not stop a vehicle in a mail zone.

5.4 Other limitations in zones

A person shall not stop a vehicle in a zone to which a traffic sign applies if stopping the vehicle would be contrary to any limitation in respect to classes of persons or vehicles, or specific activities allowed, as indicated by additional words on a traffic sign that applies to the zone.

PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED

6.1 Stopping in a shared zone

A driver shall not stop in a shared zone unless –

- (a) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law;
- (b) the driver stops in a parking bay and the driver is permitted to stop in the parking bay under this local law;
- (c) the driver is dropping off, or picking up, passengers or goods; or
- (d) the driver is engaged in door-to-door delivery or collection of goods, or in the collection of waste or garbage.

6.2 Double parking

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is between any other stopped vehicle and the centre of the carriageway.
- (2) This clause does not apply to –
 - (a) a driver stopped in traffic; or
 - (b) a driver angle parking on the side of the carriageway or in a median strip parking area, in accordance with this local law.

6.3 Stopping near an obstruction

A driver shall not stop on a carriageway near an obstruction on the carriageway in a position that further obstructs traffic on the carriageway.

6.4 Stopping on a bridge or in a tunnel, etc.

- (1) A driver shall not stop a vehicle on a bridge, causeway, ramp or similar structure unless –
 - (a) the carriageway is at least as wide on the structure as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.
- (2) A driver shall not stop a vehicle in a tunnel or underpass unless –
 - (a) the carriageway is at least as wide in the tunnel or underpass as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver of a motor vehicle stops at a bus stop, or in a bus zone or parking area marked on the carriageway, for the purpose of setting down or taking up passengers.

6.5 Stopping on crests, curves, etc.

- (1) Subject to subclause (2), a driver shall not stop a vehicle on, or partly on, a carriageway, in any position where it is not visible to the driver of an overtaking vehicle, from a distance of 50 metres within a built-up area, and from a distance of 150 metres outside a built-up area.
- (2) A driver may stop on a crest or curve on a carriageway that is not in a built-up area if the driver stops at a place on the carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.6 Stopping near a fire hydrant etc

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug, unless –
 - (a) the driver is driving a public bus, and the driver stops in a bus zone or at a bus stop and does not leave the bus unattended; or
 - (b) the driver is driving a taxi, and the driver stops in a taxi zone and does not leave the taxi unattended.
- (2) In this clause a driver leaves the vehicle “unattended” if the driver leaves the vehicle so the driver is over 3 metres from the closest point of the vehicle.

6.7 Stopping at or near a bus stop

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 20 metres of the approach side of a bus stop, or within 10 metres of the departure side of a bus stop, unless –
 - (a) the vehicle is a public bus stopped to take up or set down passengers; or

- (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

(2) In this clause –

- (a) distances are measured in the direction in which the driver is driving; and
- (b) a trailer attached to a public bus is deemed to be a part of the public bus.

6.8 Stopping on a path, median strip, or traffic island

The driver of a vehicle (other than a bicycle or an animal) shall not stop so that any portion of the vehicle is on a path, traffic island or median strip, unless the driver stops in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.9 Stopping on verge

(1) A person shall not –

- (a) stop a vehicle (other than a bicycle);
- (b) stop a commercial vehicle or bus, or a trailer or caravan unattached to a motor vehicle; or
- (c) stop a vehicle during any period when the stopping of vehicles on that verge is prohibited by a sign adjacent and referable to that verge,

so that any portion of it is on a verge.

- (2) Subclause (1)(a) does not apply to the person if he or she is the owner or occupier of the premises adjacent to that verge, or is a person authorised by the occupier of those premises to stop the vehicle so that any portion of it is on the verge.
- (3) Subclause (1)(b) does not apply to a commercial vehicle when it is being loaded or unloaded with reasonable expedition with goods, merchandise or materials collected from or delivered to the premises adjacent to the portion of the verge on which the commercial vehicle is parked, provided no obstruction is caused to the passage of any vehicle or person using a carriageway or a path.

6.10 Obstructing access to and from a path, driveway, etc.

(1) A driver shall not stop a vehicle so that any portion of the vehicle is in front of a path, in a position that obstructs access by vehicles or pedestrians to or from that path, unless –

- (a) the driver is dropping off, or picking up, passengers; or
- (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

(2) A driver shall not stop a vehicle on or across a driveway or other way of access for vehicles travelling to or from adjacent land, unless –

- (a) the driver is dropping off, or picking up, passengers; or

- (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

6.11 Stopping near a letter box

A driver shall not stop a vehicle so that any portion of the vehicle is within 3 metres of a public letter box, unless the driver –

- (a) is dropping off, or picking up, passengers or mail; or
- (b) stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.12 Stopping on a carriageway – heavy and long vehicles

- (1) A person shall not park a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5 metres or more in length or exceeds a GVM of 4.5 tonnes –
 - (a) on a carriageway in a built-up area, for any period exceeding 1 hour, unless engaged in the picking up or setting down of goods; or
 - (b) on a carriageway outside a built-up area, except on the shoulder of the carriageway, or in a truck bay or other area set aside for the parking of goods vehicles.
- (2) Nothing in this clause mitigates the limitations or condition imposed by any other clause or by any local law or traffic sign relating to the parking or stopping of vehicles.

6.13 Stopping on a carriageway with a bicycle parking sign

The driver of a vehicle (other than a bicycle) shall not stop on a length of carriageway to which a “bicycle parking” sign applies, unless the driver is dropping off, or picking up, passengers.

6.14 Stopping on a carriageway with motor cycle parking sign

The driver of a vehicle shall not stop on a length of carriageway, or in an area, to which a 'motor cycle parking' sign applies, or an area marked “M/C” unless –

- (a) the vehicle is a motor cycle; or
- (b) the driver is dropping off, or picking up, passengers.

PART 7 - MISCELLANEOUS

7.1 Removal of notices on vehicle

A person, other than the driver of the vehicle or a person acting under the direction of the driver of the vehicle, shall not remove from the vehicle any notice put on the vehicle by an authorised person.

7.2 Unauthorised signs and defacing of signs

A person shall not without the authority of the local government –

- (a) mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government under this local law;
- (b) remove, deface or misuse a sign or property, set up or exhibited by the local government under this local law or attempt to do any such act; or
- (c) affix a board, sign, placard, notice or other thing to or paint or write upon any part of a sign set up or exhibited by the local government under this local law.

7.3 Signs must be complied with

An inscription or symbol on a sign operates and has effect according to its tenor and a person contravening the direction on a sign commits an offence under this local law.

7.4 General provisions about signs

- (1) A sign marked, erected, set up, established or displayed on or near a thoroughfare is, in the absence of evidence to the contrary presumed to be a sign marked, erected, set up, established or displayed under the authority of this local law.
- (2) The first three letters of any day of the week when used on a sign indicate that day of the week.

7.5 Special purpose and emergency vehicles

Notwithstanding anything to the contrary in this local law, the driver of –

- (a) a special purpose vehicle may, only in the course of his or her duties and when it is expedient and safe to do so, stop, or park the vehicle in any place, at any time; and
- (b) an emergency vehicle may, in the course of his or her duties and when it is expedient and safe to do so or where he or she honestly and reasonably believes that it is expedient and safe to do so, stop, or park the vehicle at any place, at any time.

7.6 Vehicles not to obstruct a public place

- (1) A person shall not leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place without the permission of the local government or unless authorised under any written law.
- (2) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

PART 8 - PENALTIES

8.1 Offences and penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.

- (3) Any person who commits an offence under this local law shall be liable, upon conviction, to a penalty not exceeding \$1,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of a day during which the offence has continued.
- (4) The amount appearing in the final column of Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

8.2 Form of notices

For the purposes of this local law:

- (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (b) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996* ;
- (c) the form of the infringement withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

Schedule 1 - Parking region

Commented [KB6]: Remove space

[clause 1.6]

Commented [KB7]: Add in clause reference

The parking region is the whole of the district, but excludes the following portions of the district:

1. the approach and departure prohibition areas of all existing and future traffic control signal installations as determined by the Commissioner of Main Roads;
2. prohibition areas applicable to all existing and future bridges and subways as determined by the Commissioner of **Main Roads; and**
3. any road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads or has been delegated by the Commissioner to the local government.

Commented [KB8]: Remove space

Schedule 2 – Prescribed offences

ITEM NO.	CLAUSE NO.	NATURE OF OFFENCE	MODIFIED PENALTY \$
1	2.2	Failure to park wholly within parking stall	40
2	2.2(4)	Failure to park wholly within parking area	40
3	2.3(1)(a)	Causing obstruction in parking station	50
4	2.3(1)(b)	Parking contrary to sign in parking station	50
5	2.3(1)(c)	Parking contrary to directions of authorised person	50
6	2.3(1)(d)	Parking or attempting to park a vehicle in a parking stall occupied by another vehicle	40
7	3.1(1)(a)	Parking wrong class of vehicle	40
8	3.1(1)(b)	Parking by persons of a different class	45
9	3.1(1)(c)	Parking during prohibited period	45
10	3.1(3)(a)	Parking in no parking area	50
11	3.1(3)(b)	Parking contrary to signs or limitations	40
12	3.1(3)(c)	Parking vehicle in motor cycle only area	40
13	3.1(4)	Parking motor cycle in stall not marked "M/C"	40
14	3.1(5)	Parking without permission in an area designated for "Authorised Vehicles Only"	45
15	3.2(1)(a)	Failure to park on the left of two-way carriageway	40
16	3.2(1)(b)	Failure to park on boundary of one-way carriageway	40
17	3.2(1)(a) or 3.2(1)(b)	Parking against the flow of traffic	45
18	3.2(1)(c)	Parking when distance from farther boundary less than 3 metres	45

19	3.2(1)(d)	Parking closer than 1 metre from another vehicle	40
20	3.2(1)(e)	Causing obstruction	50
21	3.3(b)	Failure to park at approximate right angle	40
22	3.4(2)	Failure to park at an appropriate angle	40
23	3.5(2)(a) and 6.2	Double parking	45
24	3.5(2)(b)	Parking on or adjacent to a median strip	40
25	3.5(2)(c)	Denying access to private drive or right of way	45
26	3.5(2)(d)	Parking beside excavation or obstruction so as to obstruct traffic	50
27	3.5(2)(e)	Parking within 10 metres of traffic island	45
28	3.5(2)(f)	Parking on footpath/pedestrian crossing	50
29	3.5(2)(g)	Parking contrary to continuous line markings	45
30	3.5(2)(h)	Parking on intersection	45
31	3.5(2)(i)	Parking within 1 metre of fire hydrant or fire plug	50
32	3.5(2)(j)	Parking within 3 metres of public letter box	45
33	3.5(2)(k)	Parking within 10 metres of intersection	45
34	3.5(3)(a) or (b)	Parking vehicle within 10 metres of departure side of bus stop, children's crossing or pedestrian crossing	50
35	3.5(4)(a) or (b)	Parking vehicle within 20 metres of approach side of bus stop, children's crossing or pedestrian crossing	50
36	3.5(5)	Parking vehicle within 20 metres of approach side or departure side of railway level crossing	50
37	3.6	Parking contrary to direction of authorised person	50
38	3.7(2)	Removing mark of authorised person	55
39	3.8	Moving vehicle to avoid time limitation	40

40	3.9(a)	Parking in thoroughfare for purpose of sale	40
41	3.9(b)	Parking unlicensed vehicle in thoroughfare	40
42	3.9(c)	Parking a trailer/caravan on a thoroughfare	40
43	3.9(d)	Parking in thoroughfare for purpose of repairs	40
44	3.10(1) or (2)	Parking on land that is not a parking facility without consent	55
45	3.10(3)	Parking on land not in accordance with consent	40
46	3.11	Driving or parking on reserve	40
47	4.1(1)	Stopping contrary to a “no stopping” sign	40
48	4.1(2)	Parking contrary to a “no parking” sign	40
49	4.1(3)	Stopping within continuous yellow lines	40
50	5.1	Stopping unlawfully in a loading zone	40
51	5.2	Stopping unlawfully in a taxi zone or bus zone	40
52	5.3	Stopping unlawfully in a mail zone	40
53	5.4	Stopping in a zone contrary to a sign	40
54	6.1	Stopping in a shared zone	40
55	6.3	Stopping near an obstruction	45
56	6.4	Stopping on a bridge or tunnel	40
57	6.5	Stopping on crests/curves etc	55
58	6.6	Stopping near fire hydrant	55
59	6.7	Stopping near bus stop	45
60	6.8	Stopping on path, median strip or traffic island	40
61	6.9	Stopping on verge	40

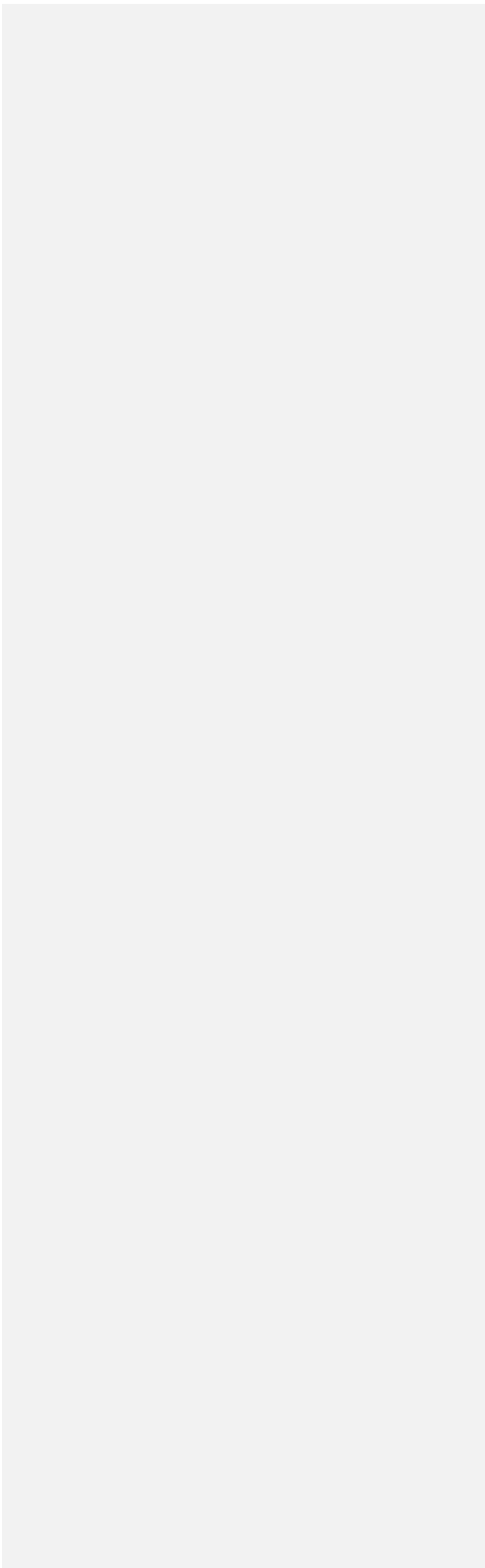
62	6.10	Obstructing path, a driveway etc	40
63	6.11	Stopping near letter box	40
64	6.12	Stopping heavy or long vehicles on carriageway	45
65	6.13	Stopping in bicycle parking area	40
66	6.14	Stopping in motorcycle parking area	40
67	7.6	Leaving vehicle so as to obstruct a public place	50
68		All other offences not specified	35

Dated..... 20__

The Common Seal of the Shire of Wickepin was affixed by authority of a resolution of the Council in the presence of:

Cr Julie Russell
Shire President

Kellie Bartley
Chief Executive Officer



LOCAL GOVERNMENT ACT 1995

SHIRE OF WICKEPIN

PARKING AND PARKING FACILITIES LOCAL LAW 2024

LOCAL GOVERNMENT ACT 1995

SHIRE OF WICKEPIN

PARKING AND PARKING FACILITIES LOCAL LAW 2024

CONTENTS

PART 1 - PRELIMINARY

- 1.1 Citation
- 1.2 Commencement
- 1.3 Purpose and Effect
- 1.4 Interpretation
- 1.5 Application of Particular Definitions
- 1.6 Application and pre-existing signs
- 1.7 Classes of vehicles
- 1.8 Part of thoroughfare to which sign applies
- 1.9 Powers of the local government

PART 2 - PARKING STALLS AND PARKING STATIONS

- 2.1 Determination of parking stalls and parking stations
- 2.2 Vehicles to be within parking stall on thoroughfare

PART 3 - PARKING GENERALLY

- 3.1 Restrictions on parking in particular areas
- 3.2 Parking vehicle on a carriageway
- 3.3 When parallel and right-angled parking apply
- 3.4 When angle parking applies
- 3.5 General prohibitions on parking
- 3.6 Authorised person may order vehicle on thoroughfare to be moved
- 3.7 Authorised person may mark tyres
- 3.8 No movement of vehicles to avoid time limitation
- 3.9 No parking of vehicles exposed for sale and in other circumstances
- 3.10 Parking on private land
- 3.11 Parking on reserves
- 3.12 Suspension of parking limitations for urgent, essential or official duties

PART 4 – PARKING AND STOPPING GENERALLY

- 4.1 No stopping and no parking signs, and yellow edge lines

PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES

- 5.1 Stopping in a loading zone
- 5.2 Stopping in a taxi zone or a bus zone
- 5.3 Stopping in a mail zone
- 5.4 Other limitations in zones

PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED

- 6.1 Stopping in a shared zone
- 6.2 Double parking
- 6.3 Stopping near an obstruction
- 6.4 Stopping on a bridge or in a tunnel, etc.
- 6.5 Stopping on crests, curves, etc.
- 6.6 Stopping near a fire hydrant etc
- 6.7 Stopping at or near a bus stop

- 6.8 Stopping on a path, median strip, or traffic island
- 6.9 Stopping on verge
- 6.10 Obstructing access to and from a path, driveway, etc.
- 6.11 Stopping near a letter box
- 6.12 Stopping on a carriageway – heavy and long vehicles
- 6.13 Stopping on a carriageway with a bicycle parking sign
- 6.14 Stopping on a carriageway with motor cycle parking sign

PART 7 - MISCELLANEOUS

- 7.1 Removal of notices on vehicle
- 7.2 Unauthorised signs and defacing of signs
- 7.3 Signs must be complied with
- 7.4 General provisions about signs
- 7.5 Special purpose and emergency vehicles
- 7.6 Vehicles not to obstruct a public place

PART 8 - PENALTIES

- 8.1 Offences and penalties
- 8.2 Form of notices

Schedule 1 - Parking region

Schedule 2 – Prescribed offences

LOCAL GOVERNMENT ACT 1995

SHIRE OF WICKEPIN

PARKING AND PARKING FACILITIES LOCAL LAW 2024

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Wickepin resolved on [insert date] to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Wickepin Parking and Parking Facilities Local Law 2024*.

1.2 Commencement

This local law comes into operation 14 days after the date of publication in the *Government Gazette*.

1.3 Purpose and Effect

- (1) The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.
- (2) The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

1.4 Interpretation

In this local law unless the context otherwise requires –

Act means the *Local Government Act 1995*;

authorised person means a person appointed by the local government under section 9.10 of the Act, to perform any of the functions of an authorised person under this local law;

authorised vehicle means a vehicle authorised by the local government, CEO, authorised person or by any written law to park on a thoroughfare or parking facility;

bicycle has the meaning given to it by the Code;

bicycle path has the meaning given to it by the Code;

bus has the meaning given to it by the Code;

bus embayment has the meaning given to it by the Code;

bus stop has the meaning given to it by the Code;

bus zone has the meaning given to it by the Code;

caravan means a vehicle that is fitted or designed to allow human habitation and which is drawn by another vehicle, or which is capable of self-propulsion;

carriageway means a portion of thoroughfare that is improved, designed or ordinarily used for vehicular traffic and includes the shoulders, and areas, including embayments, at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a thoroughfare has two or more of those portions divided by a median strip, the expression means each of those portions, separately;

centre in relation to a carriageway, means a line or a series of lines, marks or other indications

- (a) for a two-way carriageway – placed so as to delineate vehicular traffic travelling in different directions; or
- (b) in the absence of any such lines, marks or other indications – the middle of the main, travelled portion of the carriageway;

children's crossing has the meaning given to it by the Code;

CEO means the Chief Executive Officer of the local government;

Code means the *Road Traffic Code 2000*;

commercial vehicle means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers, and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose;

disability parking permit means a current document issued by the National Disability Service (ACN 008 445 485), consisting of—

(a) an Australian Disability Parking Permit; and

(b) an ACROD Parking Program Card;

district means the district of the local government;

driver means any person driving or in control of a vehicle;

edge line for a carriageway means a line marked along the carriageway at or near the far left or the far right of the carriageway;

emergency vehicle has the meaning given to it by the Code;

footpath has the meaning given to it by the Code;

GVM (which stands for gross vehicle mass) has the meaning given to it by the Code;

Loading Zone means a parking stall which is set aside for use by commercial vehicles if there is a sign referable to that stall marked "Loading Zone";

local government means the Shire of Wickepin;

mail zone has the meaning given to it by the Code;

median strip has the meaning given to it by the Code;

motorcycle has the meaning given to it by the Code;

motor vehicle means a self-propelled vehicle that is not operated on rails; and the expression includes a trailer, semi-trailer or caravan while attached to a motor vehicle, but does not include a power assisted pedal cycle;

no parking area has the meaning given to it by the Code;

no parking sign means a sign with the words “no parking” in red letters on a white background, or the letter “P” within a red annulus and a red diagonal line across it on a white background;

no stopping area has the meaning given to it by the Code;

no stopping sign means a sign with the words “no stopping” or “no standing” in red letters on a white background or the letter “S” within a red annulus and a red diagonal line across it on a white background;

occupier has the meaning given to it by the Act;

owner

- (a) where used in relation to a vehicle licensed under the Road Traffic Act, means the person in whose name the vehicle has been registered under that Road Traffic Act;
- (b) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of that vehicle; and
- (c) where used in relation to land, has the meaning given to it by the Act;

park, in relation to a vehicle, means to permit a vehicle, whether attended or not by any person, to remain stationary except for the purpose of –

- (a) avoiding conflict with other traffic; or
- (b) complying with the provisions of any law; or
- (c) taking up or setting down persons or goods (maximum of 2 minutes);

parking area has the meaning given to it by the Code;

parking facilities includes land, buildings, shelters, parking stalls and other facilities open to the public generally for the parking of vehicles and signs, notices and facilities used in connection with the parking of vehicles;

parking region means the area described in Schedule 1;

parking stall means a section or part of a thoroughfare or of a parking station which is marked or defined by painted lines, metallic studs, coloured bricks or pavers or similar devices for the purpose of indicating where a vehicle may be parked;

parking station means any land, or structure provided for the purpose of accommodating vehicles;

pedestrian crossing has the meaning given to it by the Code;

public place means any place to which the public has access whether or not that place is on private property;

reserve means any land:

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an “otherwise unvested facility” within section 3.53 of the Act;

Road Traffic Act means the *Road Traffic Act 1974*;

Schedule means a Schedule to this local law;

shared zone has the meaning given to it by the Code;

sign includes a traffic sign, inscription, road marking, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols, and which is placed on or near a thoroughfare or within a parking station or reserve for the purpose of prohibiting, regulating, guiding, directing or restricting the parking of vehicles;

special purpose vehicle has the meaning given to it by the Code;

stop in relation to a vehicle means to stop a vehicle and permit it to remain stationary, except for the purposes of avoiding conflict with other traffic or of complying with the provisions of any law;

symbol includes any symbol specified by Australian Standard 1742.11-1999 and any symbol specified from time to time by Standards Australia for use in the regulation of parking and any reference to the wording of any sign in this local law shall be also deemed to include a reference to the corresponding symbol;

taxi has the meaning given to it by the Code;

taxi zone has the meaning given to it by the Code;

thoroughfare has the meaning given to it by the Act;

traffic island has the meaning given to it by the Code;

trailer means any vehicle without motive power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include the rear portion of an articulated vehicle, or a side car;

vehicle has the meaning given to it by the Code; and

verge means the portion of a thoroughfare which lies between the boundary of a carriageway and the adjacent property line but does not include a footpath.

1.5 Application of Particular Definitions

- (1) For the purposes of the application of the definitions 'no parking area' and 'parking area' an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is deemed to be pointing in the direction in which it would point, if the signs were turned at an angle of less than 90 degrees until parallel with the boundary.
- (2) Unless the context otherwise requires, where a term is used, but not defined, in this local law, and that term is defined in the Road Traffic Act or in the Code, then the term shall have the meaning given to it in that Act or the Code.

1.6 Application and pre-existing signs

- (1) Subject to subclause (2), this local law applies to the parking region.
- (2) This local law does not apply to a parking facility or a parking station that is not occupied by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law will apply to that facility or station.
- (3) The agreement referred to in subclause (2) may be made on such terms and conditions as the parties may agree.
- (4) Where a parking facility or a parking station is identified in Schedule 4, then the facility or station shall be deemed to be a parking station to which this local law applies and it shall not be necessary to prove that it is the subject of an agreement referred to in subclause (2).
- (5) A sign that –
 - (a) was erected by the local government or the Commissioner of Main Roads prior to the coming into operation of this local law; and
 - (b) relates to the parking of vehicles within the parking region, shall be deemed for the purposes of this local law to have been erected by the local government under the authority of this local law.
- (6) An inscription or symbol on a sign referred to in subclause (5) operates and has effect according to its tenor, and where the inscription or symbol relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it related to the parking of vehicles.
- (7) The provisions of Parts 2, 3, and 4 do not apply to a bicycle parked at a bicycle rail or bicycle rack.

1.7 Classes of vehicles

For the purpose of this local law, vehicles are divided into classes as follows –

- (a) buses;
- (b) commercial vehicles;
- (c) motorcycles and bicycles;
- (d) taxis; and

- (e) all other vehicles.

1.8 Part of thoroughfare to which sign applies

Where under this local law the parking of vehicles in a thoroughfare is controlled by a sign, the sign shall be read as applying to that part of the thoroughfare which –

- (a) lies beyond the sign;
- (b) lies between the sign and the next sign beyond that sign; and
- (c) is on that side of the thoroughfare nearest to the sign.

1.9 Powers of the local government

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this local law.

PART 2 - PARKING STALLS AND PARKING STATIONS

2.1 Determination of parking stalls and parking stations

- (1) The local government may by resolution constitute, determine and vary –
 - (a) parking stalls;
 - (b) parking stations;
 - (c) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;
 - (d) permitted classes of vehicles which may park in parking stalls and parking stations;
 - (e) permitted classes of persons who may park in specified parking stalls or parking stations; and
 - (f) the manner of parking in parking stalls and parking stations.
- (2) Where the local government makes a determination under subsection (1) it shall erect signs to give effect to the determination.

2.2 Vehicles to be within parking stall on thoroughfare

- (1) Subject to subclause (2), (3) and (4), a person shall not park a vehicle in a parking stall in a thoroughfare otherwise than –
 - (a) parallel to and as close to the kerb as is practicable;
 - (b) wholly within the stall; and
 - (c) headed in the direction of the movement of traffic on the side of the thoroughfare in which the stall is situated.
- (2) Subject to subclause (3) where a parking stall in a thoroughfare is set out otherwise than parallel to the kerb, then a person must park a vehicle in that stall wholly within it.

- (3) If a vehicle is too long or too wide to fit completely within a single parking stall then the person parking the vehicle shall do so within the minimum number of parking stalls needed to park that vehicle.
- (4) A person shall not park a vehicle partly within and partly outside a parking area.

2.3 **Parking prohibitions and restrictions**

- (1) A person shall not –
 - (a) park a vehicle so as to obstruct an entrance to, or an exit from a parking station, or an access way within a parking station;
 - (b) except with the permission of the local government or an authorised person park a vehicle on any part of a parking station contrary to a sign referable to that part;
 - (c) permit a vehicle to park on any part of a parking station, if an authorised person directs the driver of such vehicle to move the vehicle; or
 - (d) park or attempt to park a vehicle in a parking stall in which another vehicle is parked but this paragraph does not prevent the parking of a motorcycle and a bicycle together in a stall marked “M/C”, if the bicycle is parked in accordance with subclause (2).
- (2) No person shall park any bicycle –
 - (a) in a parking stall other than in a stall marked “M/C”; and
 - (b) in such stall other than against the kerb.
- (3) Notwithstanding the provisions of subclause (1)(b) a driver may park a vehicle in a permissive parking stall or station (except in a parking area for persons with a disability) for twice the length of time allowed, provided that –
 - (a) the driver's vehicle displays a disability parking permit; and
 - (b) a person with a disability to which that disability parking permit relates is either the driver of or a passenger in the vehicle.

PART 3 - PARKING GENERALLY

3.1 **Restrictions on parking in particular areas**

- (1) Subject to subclause (2), a person shall not park a vehicle in a thoroughfare or part of a thoroughfare, or part of a parking station –
 - (a) if by a sign it is set apart for the parking of vehicles of a different class;
 - (b) if by a sign it is set apart for the parking of vehicles by persons of a different class; or
 - (c) during any period when the parking of vehicles is prohibited by a sign.
- (2)
 - (a) This subclause applies to a driver if –
 - (i) the driver's vehicle displays a disability parking permit; and

- (ii) a person with a disability to which the disability parking permit relates is either the driver of the vehicle or a passenger in the vehicle.
- (b) The driver may park a vehicle in a thoroughfare or a part of a thoroughfare or part of a parking station, except in a thoroughfare or a part of a thoroughfare or part of a parking station to which a disabled parking sign relates for twice the period indicated on the sign.
- (3) A person shall not park a vehicle:
 - (1) in a no parking area;
 - (2) in a parking area, except in accordance with both the signs associated with the parking area and with this local law;
 - (3) in a stall marked “M/C” unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.
- (4) A person shall not park a motorcycle without a sidecar or a trailer, or a bicycle in a parking stall unless the stall is marked “M/C”.
- (5) A person shall not, without the prior permission of the local government, the CEO, or an authorised person, park a vehicle in an area designated by a sign stating “Authorised Vehicles Only”.

3.2 Parking vehicle on a carriageway

- (1) A person parking a vehicle on a carriageway other than in a parking stall shall park it –
 - (a) in the case of a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (b) in the case of a one-way carriageway, so that it is as near as practicable to and parallel with either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;
 - (c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;
 - (d) so that the front and the rear of the vehicle respectively is not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law; and
 - (e) so that it does not obstruct any vehicle on the carriageway,unless otherwise indicated on a parking regulation sign or markings on the roadway.
- (2) In this clause, 'continuous dividing line' means –
 - (a) a single continuous dividing line only;

- (b) a single continuous dividing line to the left or right of a broken dividing line; or
- (c) 2 parallel continuous dividing lines.

3.3 When parallel and right-angled parking apply

Where a traffic sign associated with a parking area is not inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), then unless a sign associated with the parking area indicates, or marks on the carriageway indicate, that vehicles have to park in a different position, where the parking area is:

- (a) adjacent to the boundary of a carriageway, a person parking a vehicle in the parking area shall park it as near as practicable to and parallel with that boundary; and
- (b) at or near the centre of the carriageway, a person parking a vehicle in that parking area shall park it at approximately right angles to the centre of the carriageway.

3.4 When angle parking applies

- (1) This clause does not apply to:
 - (a) a passenger vehicle or a commercial vehicle with a mass including any load, of over 3 tonnes; or
 - (b) a person parking either a motor cycle without a trailer or a bicycle.
- (2) Where a sign associated with a parking area is inscribed with the words “angle parking” (or with an equivalent symbol depicting this purpose), a person parking a vehicle in the area shall park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by the inscription on the parking sign or by marks on the carriageway.

3.5 General prohibitions on parking

- (1)
 - (a) This clause does not apply to a vehicle parked in a parking stall nor to a bicycle in a bicycle rack.
 - (b) Subclauses (2)(c), (e) and (g) do not apply to a vehicle which parks in a bus embayment.
- (2) Subject to any law relating to intersections with traffic control signals a person shall not park a vehicle so that any portion of the vehicle is –
 - (a) between any other stationary vehicles and the centre of the carriageway;
 - (b) on or adjacent to a median strip;
 - (c) obstructing a right of way, private drive or carriageway or so close as to deny a vehicle reasonable access to or egress from the right of way, private drive or carriageway;
 - (d) alongside or opposite any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;
 - (e) on or within 10 metres of any portion of a carriageway bounded by a traffic island;

- (f) on any footpath or pedestrian crossing;
 - (g) between the boundaries of a carriageway and any double longitudinal line consisting of two continuous lines or between a double longitudinal line consisting of a continuous line and a broken or dotted line and the boundary of a carriageway nearer to the continuous line, unless there is a distance of at least 3 metres clear between the vehicle and the double longitudinal line;
 - (h) on an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;
 - (i) within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug;
 - (j) within 3 metres of a public letter pillar box, unless the vehicle is being used for the purposes of collecting postal articles from the pillar box; or
 - (k) within 10 metres of the nearer property line of any thoroughfare intersecting the thoroughfare on the side on which the vehicle is parked,
 - (i) unless a sign or markings on the carriageway indicate otherwise.
- (3) A person shall not park a vehicle so that any portion of the vehicle is within 10 metres of the departure side of –
- (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers; or
 - (b) a children’s crossing or pedestrian crossing.
- (4) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of the approach side of –
- (a) a sign inscribed with the words “Bus Stop” or “Hail Bus Here” (or with equivalent symbols depicting these purposes) unless the vehicle is a bus stopped to take up or set down passengers;
 - (b) a children’s crossing or pedestrian crossing.
- (5) A person shall not park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.

3.6 Authorised person may order vehicle on thoroughfare to be moved

The driver of a vehicle shall not park that vehicle on any part of a thoroughfare in contravention of this local law after an authorised person has directed the driver to move it.

3.7 Authorised person may mark tyres

- (1) An authorised person may mark the tyres of a vehicle parked in a parking facility with chalk or any other non-indelible substance for a purpose connected with or arising out of his or her duties or powers.

- (2) A person shall not remove a mark made by an authorised person so that the purpose of the affixing of such a mark is defeated or likely to be defeated.

3.8 No movement of vehicles to avoid time limitation

- (1) Where the parking of vehicles in a parking facility is permitted for a limited time, a person shall not move a vehicle within the parking facility so that the total time of parking exceeds the maximum time allowed for parking in the parking facility.
- (2) Where the parking of vehicles in a thoroughfare is permitted for a limited time, a person shall not move a vehicle along that thoroughfare so that the total time of parking exceeds the maximum time permitted, unless the vehicle has first been removed from the thoroughfare for at least 2 hours.

3.9 No parking of vehicles exposed for sale and in other circumstances

A person shall not park a vehicle on any portion of a thoroughfare –

- (a) for the purpose of exposing it for sale;
- (b) if that vehicle is not licensed under the Road Traffic Act;
- (c) if that vehicle is a trailer or a caravan unattached to a motor vehicle; or
- (d) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.

3.10 Parking on private land

- (1) In this clause a reference to “land” does not include land –
 - (a) which belongs to the local government;
 - (b) of which the local government is the management body under the *Land Administration Act 1997*;
 - (c) which is an “otherwise unvested facility” within section 3.53 of the Act;
 - (d) which is the subject of an agreement referred to in clause 1.5(2); or
 - (e) which is identified in Schedule 4.
- (2) A person shall not park a vehicle on land without the consent of the owner or occupier of the land on which the vehicle is parked.
- (3) Where the owner or occupier of the land, by a sign referable to that land or otherwise, consents to the parking of vehicles of a specified class or classes on the land for a limited period, a person shall not park a vehicle on the land otherwise than in accordance with the consent.

3.11 Parking on reserves

No person other than an employee of the local government in the course of his or her duties or a person authorised by the local government shall drive or park a vehicle upon or over any portion of a reserve other than upon an area specifically set aside for that purpose.

3.12 Suspension of parking limitations for urgent, essential or official duties

- (1) Where by a sign the parking of vehicles is permitted for a limited time on a portion of a thoroughfare or parking facility, the local government, the CEO or an authorised person may, subject to the Code, permit a person to park a vehicle in that portion of the thoroughfare or parking facility for longer than the permitted time in order that the person may carry out urgent, essential or official duties.
- (2) Where permission is granted under subclause (1), the local government, the CEO or an authorised person may prohibit the use by any other vehicle of that portion of the thoroughfare or parking facility to which the permission relates, for the duration of that permission.

PART 4 – PARKING AND STOPPING GENERALLY

4.1 No stopping and no parking signs, and yellow edge lines

- (1) No stopping

A driver shall not stop on a length of carriageway, or in an area, to which a “no stopping” sign applies.

- (2) No parking

A driver shall not stop on a length of carriageway or in an area to which a “no parking” sign applies, unless the driver is –

- (a) dropping off, or picking up, passengers or goods;
- (b) does not leave the vehicle unattended; and
- (c) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on.

unattended, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.

- (3) No stopping on a carriageway with yellow edge lines

A driver shall not stop at the side of a carriageway marked with a continuous yellow edge line.

PART 5 – STOPPING IN ZONES FOR PARTICULAR VEHICLES

5.1 Stopping in a loading zone

A person shall not stop a vehicle in a loading zone unless it is:

- (a) a motor vehicle used for commercial or trade purposes engaged in the picking up or setting down of goods; or
- (b) a motor vehicle taking up or setting down passengers,

but, in any event, shall not remain in that loading zone:

- (c) for longer than a time indicated on the “loading zone” sign; or

- (d) longer than 30 minutes (if no time is indicated on the sign).

5.2 Stopping in a taxi zone or a bus zone

- (1) A driver shall not stop in a taxi zone, unless the driver is driving a taxi.
- (2) A driver shall not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the “bus zone” sign applying to the bus zone.

5.3 Stopping in a mail zone

A person shall not stop a vehicle in a mail zone.

5.4 Other limitations in zones

A person shall not stop a vehicle in a zone to which a traffic sign applies if stopping the vehicle would be contrary to any limitation in respect to classes of persons or vehicles, or specific activities allowed, as indicated by additional words on a traffic sign that applies to the zone.

PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED

6.1 Stopping in a shared zone

A driver shall not stop in a shared zone unless –

- (a) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law;
- (b) the driver stops in a parking bay and the driver is permitted to stop in the parking bay under this local law;
- (c) the driver is dropping off, or picking up, passengers or goods; or
- (d) the driver is engaged in door-to-door delivery or collection of goods, or in the collection of waste or garbage.

6.2 Double parking

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is between any other stopped vehicle and the centre of the carriageway.
- (2) This clause does not apply to –
 - (a) a driver stopped in traffic; or
 - (b) a driver angle parking on the side of the carriageway or in a median strip parking area, in accordance with this local law.

6.3 Stopping near an obstruction

A driver shall not stop on a carriageway near an obstruction on the carriageway in a position that further obstructs traffic on the carriageway.

6.4 Stopping on a bridge or in a tunnel, etc.

- (1) A driver shall not stop a vehicle on a bridge, causeway, ramp or similar structure unless –
 - (a) the carriageway is at least as wide on the structure as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.
- (2) A driver shall not stop a vehicle in a tunnel or underpass unless –
 - (a) the carriageway is at least as wide in the tunnel or underpass as it is on each of the approaches and a traffic sign does not prohibit stopping or parking; or
 - (b) the driver of a motor vehicle stops at a bus stop, or in a bus zone or parking area marked on the carriageway, for the purpose of setting down or taking up passengers.

6.5 Stopping on crests, curves, etc.

- (1) Subject to subclause (2), a driver shall not stop a vehicle on, or partly on, a carriageway, in any position where it is not visible to the driver of an overtaking vehicle, from a distance of 50 metres within a built-up area, and from a distance of 150 metres outside a built-up area.
- (2) A driver may stop on a crest or curve on a carriageway that is not in a built-up area if the driver stops at a place on the carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.6 Stopping near a fire hydrant etc

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or fire plug, unless –
 - (a) the driver is driving a public bus, and the driver stops in a bus zone or at a bus stop and does not leave the bus unattended; or
 - (b) the driver is driving a taxi, and the driver stops in a taxi zone and does not leave the taxi unattended.
- (2) In this clause a driver leaves the vehicle “unattended” if the driver leaves the vehicle so the driver is over 3 metres from the closest point of the vehicle.

6.7 Stopping at or near a bus stop

- (1) A driver shall not stop a vehicle so that any portion of the vehicle is within 20 metres of the approach side of a bus stop, or within 10 metres of the departure side of a bus stop, unless –
 - (a) the vehicle is a public bus stopped to take up or set down passengers; or

- (b) the driver stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

(2) In this clause –

- (a) distances are measured in the direction in which the driver is driving; and
- (b) a trailer attached to a public bus is deemed to be a part of the public bus.

6.8 Stopping on a path, median strip, or traffic island

The driver of a vehicle (other than a bicycle or an animal) shall not stop so that any portion of the vehicle is on a path, traffic island or median strip, unless the driver stops in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.9 Stopping on verge

(1) A person shall not –

- (a) stop a vehicle (other than a bicycle);
- (b) stop a commercial vehicle or bus, or a trailer or caravan unattached to a motor vehicle; or
- (c) stop a vehicle during any period when the stopping of vehicles on that verge is prohibited by a sign adjacent and referable to that verge,

so that any portion of it is on a verge.

(2) Subclause (1)(a) does not apply to the person if he or she is the owner or occupier of the premises adjacent to that verge, or is a person authorised by the occupier of those premises to stop the vehicle so that any portion of it is on the verge.

(3) Subclause (1)(b) does not apply to a commercial vehicle when it is being loaded or unloaded with reasonable expedition with goods, merchandise or materials collected from or delivered to the premises adjacent to the portion of the verge on which the commercial vehicle is parked, provided no obstruction is caused to the passage of any vehicle or person using a carriageway or a path.

6.10 Obstructing access to and from a path, driveway, etc.

(1) A driver shall not stop a vehicle so that any portion of the vehicle is in front of a path, in a position that obstructs access by vehicles or pedestrians to or from that path, unless –

- (a) the driver is dropping off, or picking up, passengers; or
- (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

(2) A driver shall not stop a vehicle on or across a driveway or other way of access for vehicles travelling to or from adjacent land, unless –

- (a) the driver is dropping off, or picking up, passengers; or

- (b) the driver stops in a parking stall and the driver is permitted to stop in the parking stall under this local law.

6.11 Stopping near a letter box

A driver shall not stop a vehicle so that any portion of the vehicle is within 3 metres of a public letter box, unless the driver –

- (a) is dropping off, or picking up, passengers or mail; or
- (b) stops at a place on a length of carriageway, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place under this local law.

6.12 Stopping on a carriageway – heavy and long vehicles

- (1) A person shall not park a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5 metres or more in length or exceeds a GVM of 4.5 tonnes –
 - (a) on a carriageway in a built-up area, for any period exceeding 1 hour, unless engaged in the picking up or setting down of goods; or
 - (b) on a carriageway outside a built-up area, except on the shoulder of the carriageway, or in a truck bay or other area set aside for the parking of goods vehicles.
- (2) Nothing in this clause mitigates the limitations or condition imposed by any other clause or by any local law or traffic sign relating to the parking or stopping of vehicles.

6.13 Stopping on a carriageway with a bicycle parking sign

The driver of a vehicle (other than a bicycle) shall not stop on a length of carriageway to which a “bicycle parking” sign applies, unless the driver is dropping off, or picking up, passengers.

6.14 Stopping on a carriageway with motor cycle parking sign

The driver of a vehicle shall not stop on a length of carriageway, or in an area, to which a 'motor cycle parking' sign applies, or an area marked “M/C” unless –

- (a) the vehicle is a motor cycle; or
- (b) the driver is dropping off, or picking up, passengers.

PART 7 - MISCELLANEOUS

7.1 Removal of notices on vehicle

A person, other than the driver of the vehicle or a person acting under the direction of the driver of the vehicle, shall not remove from the vehicle any notice put on the vehicle by an authorised person.

7.2 Unauthorised signs and defacing of signs

A person shall not without the authority of the local government –

- (a) mark, set up or exhibit a sign purporting to be or resembling a sign marked, set up or exhibited by the local government under this local law;
- (b) remove, deface or misuse a sign or property, set up or exhibited by the local government under this local law or attempt to do any such act; or
- (c) affix a board, sign, placard, notice or other thing to or paint or write upon any part of a sign set up or exhibited by the local government under this local law.

7.3 Signs must be complied with

An inscription or symbol on a sign operates and has effect according to its tenor and a person contravening the direction on a sign commits an offence under this local law.

7.4 General provisions about signs

- (1) A sign marked, erected, set up, established or displayed on or near a thoroughfare is, in the absence of evidence to the contrary presumed to be a sign marked, erected, set up, established or displayed under the authority of this local law.
- (2) The first three letters of any day of the week when used on a sign indicate that day of the week.

7.5 Special purpose and emergency vehicles

Notwithstanding anything to the contrary in this local law, the driver of –

- (a) a special purpose vehicle may, only in the course of his or her duties and when it is expedient and safe to do so, stop, or park the vehicle in any place, at any time; and
- (b) an emergency vehicle may, in the course of his or her duties and when it is expedient and safe to do so or where he or she honestly and reasonably believes that it is expedient and safe to do so, stop, or park the vehicle at any place, at any time.

7.6 Vehicles not to obstruct a public place

- (1) A person shall not leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place without the permission of the local government or unless authorised under any written law.
- (2) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

PART 8 - PENALTIES

8.1 Offences and penalties

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.

- (3) Any person who commits an offence under this local law shall be liable, upon conviction, to a penalty not exceeding \$1,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of a day during which the offence has continued.
- (4) The amount appearing in the final column of Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

8.2 Form of notices

For the purposes of this local law:

- (a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (b) the form of the infringement notice referred to in section 9.17 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996* ;
- (c) the form of the infringement withdrawal notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

Schedule 1 - Parking region

[clause 1.6]

The parking region is the whole of the district, but excludes the following portions of the district:

1. the approach and departure prohibition areas of all existing and future traffic control signal installations as determined by the Commissioner of Main Roads;
2. prohibition areas applicable to all existing and future bridges and subways as determined by the Commissioner of Main Roads; and
3. any road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads or has been delegated by the Commissioner to the local government.

Schedule 2 – Prescribed offences

ITEM NO.	CLAUSE NO.	NATURE OF OFFENCE	MODIFIED PENALTY \$
1	2.2	Failure to park wholly within parking stall	40
2	2.2(4)	Failure to park wholly within parking area	40
3	2.3(1)(a)	Causing obstruction in parking station	50
4	2.3(1)(b)	Parking contrary to sign in parking station	50
5	2.3(1)(c)	Parking contrary to directions of authorised person	50
6	2.3(1)(d)	Parking or attempting to park a vehicle in a parking stall occupied by another vehicle	40
7	3.1(1)(a)	Parking wrong class of vehicle	40
8	3.1(1)(b)	Parking by persons of a different class	45
9	3.1(1)(c)	Parking during prohibited period	45
10	3.1(3)(a)	Parking in no parking area	50
11	3.1(3)(b)	Parking contrary to signs or limitations	40
12	3.1(3)(c)	Parking vehicle in motor cycle only area	40
13	3.1(4)	Parking motor cycle in stall not marked “M/C”	40
14	3.1(5)	Parking without permission in an area designated for “Authorised Vehicles Only”	45
15	3.2(1)(a)	Failure to park on the left of two-way carriageway	40
16	3.2(1)(b)	Failure to park on boundary of one-way carriageway	40
17	3.2(1)(a) or 3.2(1)(b)	Parking against the flow of traffic	45
18	3.2(1)(c)	Parking when distance from farther boundary less than 3 metres	45

19	3.2(1)(d)	Parking closer than 1 metre from another vehicle	40
20	3.2(1)(e)	Causing obstruction	50
21	3.3(b)	Failure to park at approximate right angle	40
22	3.4(2)	Failure to park at an appropriate angle	40
23	3.5(2)(a) and 6.2	Double parking	45
24	3.5(2)(b)	Parking on or adjacent to a median strip	40
25	3.5(2)(c)	Denying access to private drive or right of way	45
26	3.5(2)(d)	Parking beside excavation or obstruction so as to obstruct traffic	50
27	3.5(2)(e)	Parking within 10 metres of traffic island	45
28	3.5(2)(f)	Parking on footpath/pedestrian crossing	50
29	3.5(2)(g)	Parking contrary to continuous line markings	45
30	3.5(2)(h)	Parking on intersection	45
31	3.5(2)(i)	Parking within 1 metre of fire hydrant or fire plug	50
32	3.5(2)(j)	Parking within 3 metres of public letter box	45
33	3.5(2)(k)	Parking within 10 metres of intersection	45
34	3.5(3)(a) or (b)	Parking vehicle within 10 metres of departure side of bus stop, children's crossing or pedestrian crossing	50
35	3.5(4)(a) or (b)	Parking vehicle within 20 metres of approach side of bus stop, children's crossing or pedestrian crossing	50
36	3.5(5)	Parking vehicle within 20 metres of approach side or departure side of railway level crossing	50
37	3.6	Parking contrary to direction of authorised person	50
38	3.7(2)	Removing mark of authorised person	55
39	3.8	Moving vehicle to avoid time limitation	40

40	3.9(a)	Parking in thoroughfare for purpose of sale	40
41	3.9(b)	Parking unlicensed vehicle in thoroughfare	40
42	3.9(c)	Parking a trailer/caravan on a thoroughfare	40
43	3.9(d)	Parking in thoroughfare for purpose of repairs	40
44	3.10(1) or (2)	Parking on land that is not a parking facility without consent	55
45	3.10(3)	Parking on land not in accordance with consent	40
46	3.11	Driving or parking on reserve	40
47	4.1(1)	Stopping contrary to a “no stopping” sign	40
48	4.1(2)	Parking contrary to a “no parking” sign	40
49	4.1(3)	Stopping within continuous yellow lines	40
50	5.1	Stopping unlawfully in a loading zone	40
51	5.2	Stopping unlawfully in a taxi zone or bus zone	40
52	5.3	Stopping unlawfully in a mail zone	40
53	5.4	Stopping in a zone contrary to a sign	40
54	6.1	Stopping in a shared zone	40
55	6.3	Stopping near an obstruction	45
56	6.4	Stopping on a bridge or tunnel	40
57	6.5	Stopping on crests/curves etc	55
58	6.6	Stopping near fire hydrant	55
59	6.7	Stopping near bus stop	45
60	6.8	Stopping on path, median strip or traffic island	40
61	6.9	Stopping on verge	40

62	6.10	Obstructing path, a driveway etc	40
63	6.11	Stopping near letter box	40
64	6.12	Stopping heavy or long vehicles on carriageway	45
65	6.13	Stopping in bicycle parking area	40
66	6.14	Stopping in motorcycle parking area	40
67	7.6	Leaving vehicle so as to obstruct a public place	50
68		All other offences not specified	35

Dated..... 20 ____

The Common Seal of the Shire of Wickpin was affixed by authority of a resolution of the Council in the presence of:

Cr Julie Russell

Shire President

Kellie Bartley



Chief Executive Officer

SCHEDULE SIX

FORM OF APPLICATION FOR PLANNING APPROVAL

Shire of Wickpin
Local Planning Scheme No. 4

Application for Planning Approval

Owner details:		
Name: Co-operative Bulk Handling Ltd		
Address: Level 6 No. 240 St Georges Terrace, Perth, WA		
		Postcode: 6000
Phone:		FAX:
Home:	Work: 08 9216 6061	Email:
Mobile:		timothy.roberts@cbh.com.au
Contact Person: Timothy Roberts		
Signature: 		Date: 12/04/2024
Signature: 		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.		

Applicant details:		
Name: As above.		
Address:		
		Postcode:
Phone:		FAX:
Home:	Work:	Email:
Mobile:		
Contact Person for Correspondence:		
Signature:		Date:

Property details:		
Lot No. 55	House/Street No:	Location No:
Diagram or Plan No: 412971	Certificate of Title Vol. No: 2944	Folio: 233
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants): Refer attached Certificate of Title		
Street name: Williams-Kondinin Road	Suburb: Wickepin	
Nearest Street Intersection: Wickepin Street		

Existing building/land use:
Description of proposed development and/or use: Workforce Accommodation
Nature of any existing buildings and/or use: Unknown
Approximate cost of proposed development: \$2,000,000
Estimated time of completion: October 2024

Office Use Only
<i>Acceptance Officer's initials:</i> KB <i>Date Received:</i> 12.04.2024
<i>Local Government Reference No:</i> A6346



Co-operative Bulk Handling Ltd
 ABN 29 256 604 947
 Level 6, 240 St Georges Terrace
 Perth WA 6000 Australia
 GPO Box L886
 Perth WA 6842 Australia
 Telephone
 +61 8 9237 9600
 Grower Service Centre
 1800 199 083
cbh.com.au

12 April 2024

Kellie Bartley
 Shire of Wickepin
 Via email: ceo@wickepin.wa.gov.au

Dear Kellie,

WORKFORCE ACCOMMODATION ADDITION TO SUPPORT ADJACENT GRAIN HANDLING & STORAGE FACILITY AT LOT 55 ON DEPOSITED PLAN 412971.

CBH is seeking development approval from the Shire of Wickepin for a workforce accommodation addition to Lot 55 of Deposited Plan 412971. The subject application has been prepared in accordance with Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Wickepin Local Planning Scheme No. 4 (LPS4).

Proposal

The proposed development incorporates the following elements:

- Stage 1 onsite accommodation of 2 x 4 single person living quarters (FY24);
- Stage 2 onsite accommodation of 2 x 4 single person living quarters;
- Shared amenities including kitchen, laundry, dining and common room area;
- Covered areas, verandas, and associated amenities;
- Car parking bays for 15 vehicles;
- Onsite effluent disposal system appropriate for accommodation of this size;
- Internal access roads and associated stormwater drainage system.

Site Details

The subject land is located within the Wickepin townsite immediately south of Williams-Kondinin Road from which access to the facility taken. The site is zoned RES Development Residential under LPS4. The subject lot is immediately adjacent to an existing CBH grain handling and storage facility which this application and land use seeks to support.

Town Planning Considerations

Workforce accommodation is defined under the Planning and Development (Local Planning Schemes) Regulations 2015 as a '*premises which may include modular or relocatable buildings, used primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis and for an associated catering, sporting and recreation facilities for the occupants and authorised visitors*'.

Workforce accommodation is a use not listed under Clause 3.4.2 of LPS 4 which states that a person proposing to carry out any use on land that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may determine that the use is consistent with the objectives of a particular zone and is therefore permitted and thereafter may follow the advertising procedures of clause 9.4 in considering an application for planning approval.

It is unknown whether the Shire of Wickepin intend to advertise this development application for public comment.

Previous engagement with the Shire of Wickepin suggested that permanent development approval for a workforce accommodation land use could be supported on the subject lot. It was agreed that the previously proposed location immediately south of the residential zoned lots along Wickepin Street may not have been the most appropriate location and it was suggested to move the accommodation complex further west closer to the grain handling and storage facility. This amendment allows for the future subdivision of the subject lot in a manner that supports the zoning of the land and future residential development of the townsite in an orderly manner.

The proposed location of the workforce accommodation complex is unlikely to ever be able to support residential development in line with the zoning of the land due to the proximity to the adjacent grain handling and storage facility. The EPAs document on separations distances between industrial and sensitive land uses recommends a 500m separation distance between residential development and grain elevators due to increased exposure to noise, dust, and light.

As the accommodation complex is designed to support operation of the facility there will be limited crossover between habitation of the accommodation and the operation of the facility itself. When operating hours for the facility finish, the workers return to their accommodation. This should eliminate the risk of noise, dust, and light as use of the accommodation and use of the facility cannot coexist. A workforce accommodation land use in the location proposed is therefore appropriate whereas the future residential development for which the land is zoned is not appropriate in this location for the reasons prescribed.

DPLH Workforce Accommodation Position Statement

The Department of Planning, Lands and Heritage Position Statement on Workforce Accommodation is designed to assist decision makers in the planning system in understanding the land use planning considerations for workforce accommodation. The position statement identifies that where practical, workforce accommodation should be provided in established towns, in location suitable to its context, to facilitate their ongoing sustainability. It is considered that the proposed location meets the objectives and purpose of this position statement in that it is proposed in a location within close proximity to the grain handling storage facility it is designed to service whilst also being on the periphery of the Wickepin townsite meaning easy access to essential services has been both considered and provided. The proposed location of the workforce accommodation should therefore be supported.

Shire of Wickepin Local Planning Scheme No. 4

The proposal is subject to the site and development requirements prescribed by LPS4. Table 2 of LPS4 sets out the site and development requirements for various land use zones which may be supplemented by the local government's specific requirements to ensure the scale, nature, design, general appearance, and impact of such uses is compatible with the objectives of the zone in which the development is proposed and the general purposes and aims of the Scheme.

Where development standards for a particular use are not set out by LPS4, the development applicable shall be determined by the local government. The proposed development provides generous setbacks and is of a size and scale that maintains and protect the existing amenity, character, and appearance of the zone in which it is located. More specifically the proposed development mirrors the scale, nature, design, general appearance of the adjacent residential zone.

It is there considered that the setbacks, height, plot ratio and number of car parking spaces provided are appropriate to the zone in which the development is located.

On-site Effluent Disposal System

The location, setback and specifications of leach drains is subject to further approval by the Department of Health that falls outside of the development application process. Notwithstanding an area for sub soil irrigation has been shown on the site plan to demonstrate that the site can appropriately accommodate onsite effluent disposal. Early engagement with the Department of Health identified that the level of information provided as part of this application for development approval is sufficient.

As part of the subsequent application to install a wastewater system, the Department of Health will consider the site and soil analysis that details the suitability of the site for onsite effluent disposal. This site and soil evaluation has been provided as an attachment to this application for development approval.

State Planning Policy (SPP) 3.7 – Planning in Bushfire Prone Areas

The subject site is not located within a Bushfire Prone area meaning the provisions of State Planning Policy 3.7 '*Planning in Bushfire Prone Areas*' and Part 10A of the '*Deemed Provisions*' do not apply to this development. A BAL Assessment has therefore not been provided as part of this application. The proposal is not a vulnerable or high-risk land use as per the definitions under Clause 5.5.1 and 5.6 of the *Guidelines for Planning in Bushfire Prone Areas* meaning the application is not subject to the provision of a Bushfire Emergency Evacuation Plan.

Stormwater Management

The stormwater drainage system has been designed in accordance with the requirements of CBH Design Specification TS10A – Civil Earthworks, Roads and Drainage and followed guidelines set out in the Australian Rainfall & Runoff. Open drains and culverts have been designed to convey the 20-year ARI rainfall event.

The stormwater management strategy is to cater for surface runoff within the site, to minimise flooding and damage to critical infrastructure, Surface water runoff up to the 20-year ARI event is to be conveyed via an open drainage system. Surface water incident to the site from up to the 20-year ARI critical storm event is to be detained onsite with a controlled outflow limited to the predevelopment flow rates.

The proposed accommodation including stage 2 works is comprised of an impervious surface area of 508m² and the carpark constitutes an impervious surface area of 502 m² resulting in 26 L/s of post-development stormwater discharge compared to pre-development discharge of 6 L/s.

The carpark and accommodation facility is to be constructed such that the stormwater runoff discharges to the proposed detention basin. Stormwater runoff from the proposed accommodation facility is to be captured and conveyed using a network of downpipes connected to a detention basin, as shown in the post development catchment plan provided as an attachment to this development application.

The existing stormwater drainage system will not be impacted by the catchment proposed. Further detail is provided as part of BG&E's Stormwater Management Plan attached in support of this development application.

Traffic Management

The site is well connected to the surrounding road network and that the proposed facility will not result in significant changes to traffic movements on the surrounding road network.

As shown on the site plan, vehicular access is to be taken via an existing crossover on Williams-Kondinin Road along the northern boundary of the site. No changes to this existing access arrangement are proposed.

During the harvest period from October to December, most staff will stay and work on site. For the remainder of the year, there will be some staff in the accommodation who may travel to and from the site 1 to 2 times per week. This volume of traffic generated by the development will be low and can easily be accommodated within the existing capacity of the road network with no major impact.

Based on the proposed 16 rooms, 15 car parking spaces is considered sufficient. There may be a small number of staff movements such as laundry, maintenance and local workers which would also utilise the car parking spaces. It is understood that staff movements are expected to occur during the day when workers are away from the accommodation working at the CBH storage and handling facility.

Noting the proximity of the accommodation to the facility it is largely expected workers would leave their car at the accommodation and walk to the facility. As most workers are housed at the facility, only a small number of local workers would be utilising the surrounding road networks for access/egress during peak periods which is an existing arrangement.

The car park has been provided with the appropriate level of parking, minimum car parking space dimensions, sightlines, and manoeuvring areas and the proposed 15 car parking spaces is therefore deemed sufficient and should be supported.

Noise Management

CBH shall ensure that noise from the specification and installation of any mechanical equipment as well as traffic and construction noise does not exceed assigned levels prescribed in the *Environmental Protection (Noise) Regulations 1997*, when it is received at a neighbouring property.

Conclusion

The proposed workforce accommodation is aligned with the planning framework for the area specifically the zone in which it is located, and it is not considered to result in any new amenity impacts to the surrounding area. CBH respectfully requests the Application for Development Approval is considered favourably by the Shire of Wickepin given the straightforward nature of the application and its general compliance with the City's planning framework.

Should you have any questions in relation to the application, please contact Timothy Roberts on 9216 6061 or timothy.roberts@cbh.com.au.

Yours Sincerely,

A handwritten signature in blue ink, appearing to read 'Timothy Roberts', with a long horizontal flourish underneath.

Timothy Roberts
Lead – Planning & Approvals

WESTERN



AUSTRALIA

TITLE NUMBER

Volume Folio

2944

233

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

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

BGRoberts
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 55 ON DEPOSITED PLAN 412971

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

CO-OPERATIVE BULK HANDLING LTD OF GAYFER HOUSE, 30 DELHI STREET, WEST PERTH
(AF N835142) REGISTERED 20/2/2018

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

1. N835143 NOTIFICATION SECTION 165 PLANNING & DEVELOPMENT ACT 2005 LODGED 20/2/2018.
2. O022865 NOTIFICATION CONTAINS FACTORS AFFECTING THE WITHIN LAND. LODGED 5/11/2018.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

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

STATEMENTS:

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

SKETCH OF LAND: DP412971
PREVIOUS TITLE: 2227-456, 2227-457
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF WICKEPIN

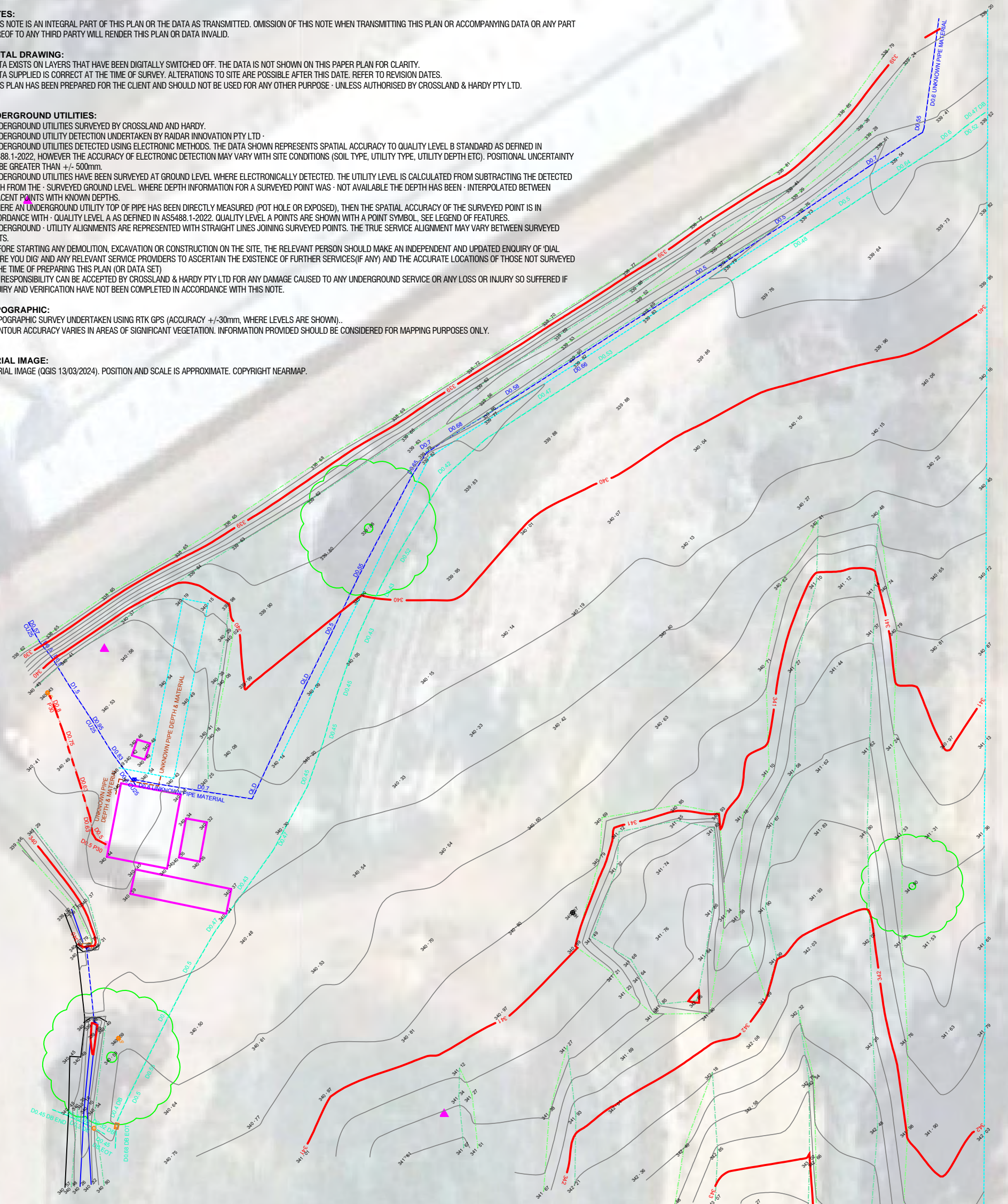
NOTES:
 * THIS NOTE IS AN INTEGRAL PART OF THIS PLAN OR THE DATA AS TRANSMITTED. OMISSION OF THIS NOTE WHEN TRANSMITTING THIS PLAN OR ACCOMPANYING DATA OR ANY PART THEREOF TO ANY THIRD PARTY WILL RENDER THIS PLAN OR DATA INVALID.

DIGITAL DRAWING:
 * DATA EXISTS ON LAYERS THAT HAVE BEEN DIGITALLY SWITCHED OFF. THE DATA IS NOT SHOWN ON THIS PAPER PLAN FOR CLARITY.
 * DATA SUPPLIED IS CORRECT AT THE TIME OF SURVEY. ALTERATIONS TO SITE ARE POSSIBLE AFTER THIS DATE. REFER TO REVISION DATES.
 * THIS PLAN HAS BEEN PREPARED FOR THE CLIENT AND SHOULD NOT BE USED FOR ANY OTHER PURPOSE - UNLESS AUTHORISED BY CROSSLAND & HARDY PTY LTD.

UNDERGROUND UTILITIES:
 * UNDERGROUND UTILITIES SURVEYED BY CROSSLAND AND HARDY.
 * UNDERGROUND UTILITY DETECTION UNDERTAKEN BY RAIDAR INNOVATION PTY LTD.
 * UNDERGROUND UTILITIES DETECTED USING ELECTRONIC METHODS. THE DATA SHOWN REPRESENTS SPATIAL ACCURACY TO QUALITY LEVEL B STANDARD AS DEFINED IN ASS488.1-2022. HOWEVER THE ACCURACY OF ELECTRONIC DETECTION MAY VARY WITH SITE CONDITIONS (SOIL TYPE, UTILITY TYPE, UTILITY DEPTH ETC). POSITIONAL UNCERTAINTY CAN BE GREATER THAN +/- 500mm.
 * UNDERGROUND UTILITIES HAVE BEEN SURVEYED AT GROUND LEVEL WHERE ELECTRONICALLY DETECTED. THE UTILITY LEVEL IS CALCULATED FROM SUBTRACTING THE DETECTED DEPTH FROM THE SURVEYED GROUND LEVEL. WHERE DEPTH INFORMATION FOR A SURVEYED POINT WAS NOT AVAILABLE THE DEPTH HAS BEEN INTERPOLATED BETWEEN ADJACENT POINTS WITH KNOWN DEPTHS.
 * WHERE AN UNDERGROUND UTILITY TOP OF PIPE HAS BEEN DIRECTLY MEASURED (POT HOLE OR EXPOSED), THEN THE SPATIAL ACCURACY OF THE SURVEYED POINT IS IN ACCORDANCE WITH QUALITY LEVEL A AS DEFINED IN ASS488.1-2022. QUALITY LEVEL A POINTS ARE SHOWN WITH A POINT SYMBOL. SEE LEGEND OF FEATURES.
 * UNDERGROUND UTILITY ALIGNMENTS ARE REPRESENTED WITH STRAIGHT LINES JOINING SURVEYED POINTS. THE TRUE SERVICE ALIGNMENT MAY VARY BETWEEN SURVEYED POINTS.
 * BEFORE STARTING ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ON THE SITE, THE RELEVANT PERSON SHOULD MAKE AN INDEPENDENT AND UPDATED ENQUIRY OF DIAL BEFORE YOU DIG AND ANY RELEVANT SERVICE PROVIDERS TO ASCERTAIN THE EXISTENCE OF FURTHER SERVICES (IF ANY) AND THE ACCURATE LOCATIONS OF THOSE NOT SURVEYED AT THE TIME OF PREPARING THIS PLAN (OR DATA SET)
 * NO RESPONSIBILITY CAN BE ACCEPTED BY CROSSLAND & HARDY PTY LTD FOR ANY DAMAGE CAUSED TO ANY UNDERGROUND SERVICE OR ANY LOSS OR INJURY SO SUFFERED IF ENQUIRY AND VERIFICATION HAVE NOT BEEN COMPLETED IN ACCORDANCE WITH THIS NOTE.

TOPOGRAPHIC:
 * TOPOGRAPHIC SURVEY UNDERTAKEN USING RTK GPS (ACCURACY +/-30mm, WHERE LEVELS ARE SHOWN).
 * CONTOUR ACCURACY VARIES IN AREAS OF SIGNIFICANT VEGETATION. INFORMATION PROVIDED SHOULD BE CONSIDERED FOR MAPPING PURPOSES ONLY.

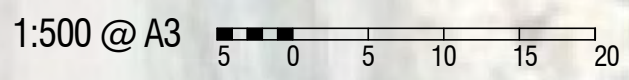
AERIAL IMAGE:
 * AERIAL IMAGE (GGIS 13/03/2024). POSITION AND SCALE IS APPROXIMATE. COPYRIGHT NEARMAP.



NARROGIN94 - AHD71 SURVEY CONTROL LISTING
 CONTRACTORS TO VERIFY ALL SURVEY CONTROL MARKS TO BE CORRECT (BY FIELD CHECKS) PRIOR TO UTILISATION FOR CONSTRUCTION PURPOSES

STN#	EAST	NORTH	HEIGHT	DESCRIPTION
9605	80709.235	271062.322	340.495	SPIKE
9612	80686.988	271057.486	339.185	SPIKE IN BITUMEN
9615	80699.712	271117.810	339.101	SPIKE IN BITUMEN

Symbol	Description	LineStyle	Description
(Circle with cross)	BORE HOLE	(Dashed blue)	Fence
(Circle with dot)	DRAIN IL	(Dashed green)	Bank Bottom
(Circle with dot and cross)	DRAIN OVERT	(Dashed red)	Bank Top
(Square with dot)	ELEC SWITCH BOX	(Solid blue)	Water Pipe QL
(Circle with cross and dot)	HAND RAIL	(Solid red)	Power QL
(Circle with dot and cross)	OPTIC FIBRE PIT	(Dashed green)	Drain
(Triangle with dot)	SURVEY PCM	(Dashed orange)	Sewer QLD
(Circle with dot)	TREE	(Dashed cyan)	Optic Fibre QL
(Circle with cross)	UNCLASS POLE		
(Circle with dot)	WATER PIT		
(Circle with cross)	WATER TAP		



AMENDMENTS

WICKEPIN CBH ACCOMMODATION SITE FEATURE AND UNDERGROUND SERVICES FEATURE SURVEY

Prepared for: CO-OPERATIVE BULK HANDLING



Crossland & Hardy Pty Ltd
 CONSULTING LICENSED SURVEYORS
 177 RAILWAY PARADE, MAYLANDS 6051
 TEL 08 9272 2214 FAX 08 9370 3547
 EMAIL info@chsurveys.com.au
 A.B.N. 46 008 745 542

SURVEYOR LH
 DWG SIZE A3

VER DATUM: AHD71
 ORIGIN: SSM COR44
 CONTOUR INTERVAL: 0.2M

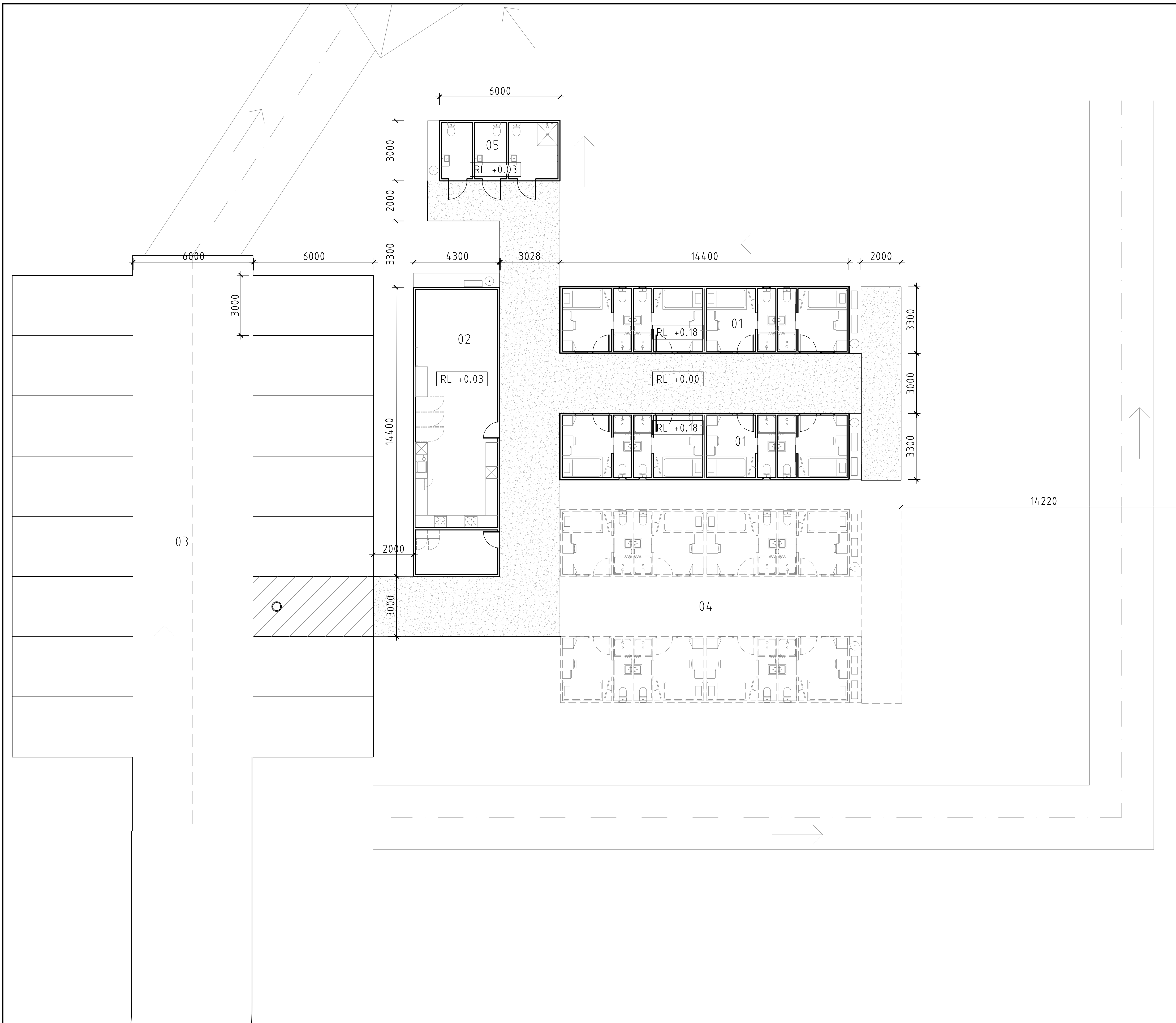
CAD 8418-41 - Wickepin Accommodation Site - 3D Feature Survey Narrogin94.DWG

DATE 07/03/2024

CO-ORD SYSTEM:
 NARROGIN94
 ORIGIN: ORIGIN: SSM COR44

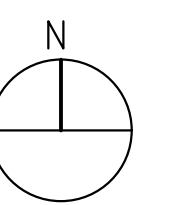
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PLAN 8418-41
 REVISION 0



LEGEND

- 01 PROPOSED ACCOMMODATION (8)
- 02 PROPOSED KDLU
- 03 PARKING BAYS (15 BAYS)
- 04 **STAGE 2 ACCOMMODATION (8)**
- 05 PROPOSED ABLUTIONS

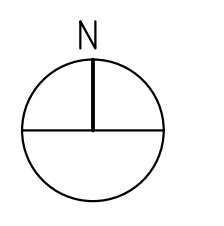
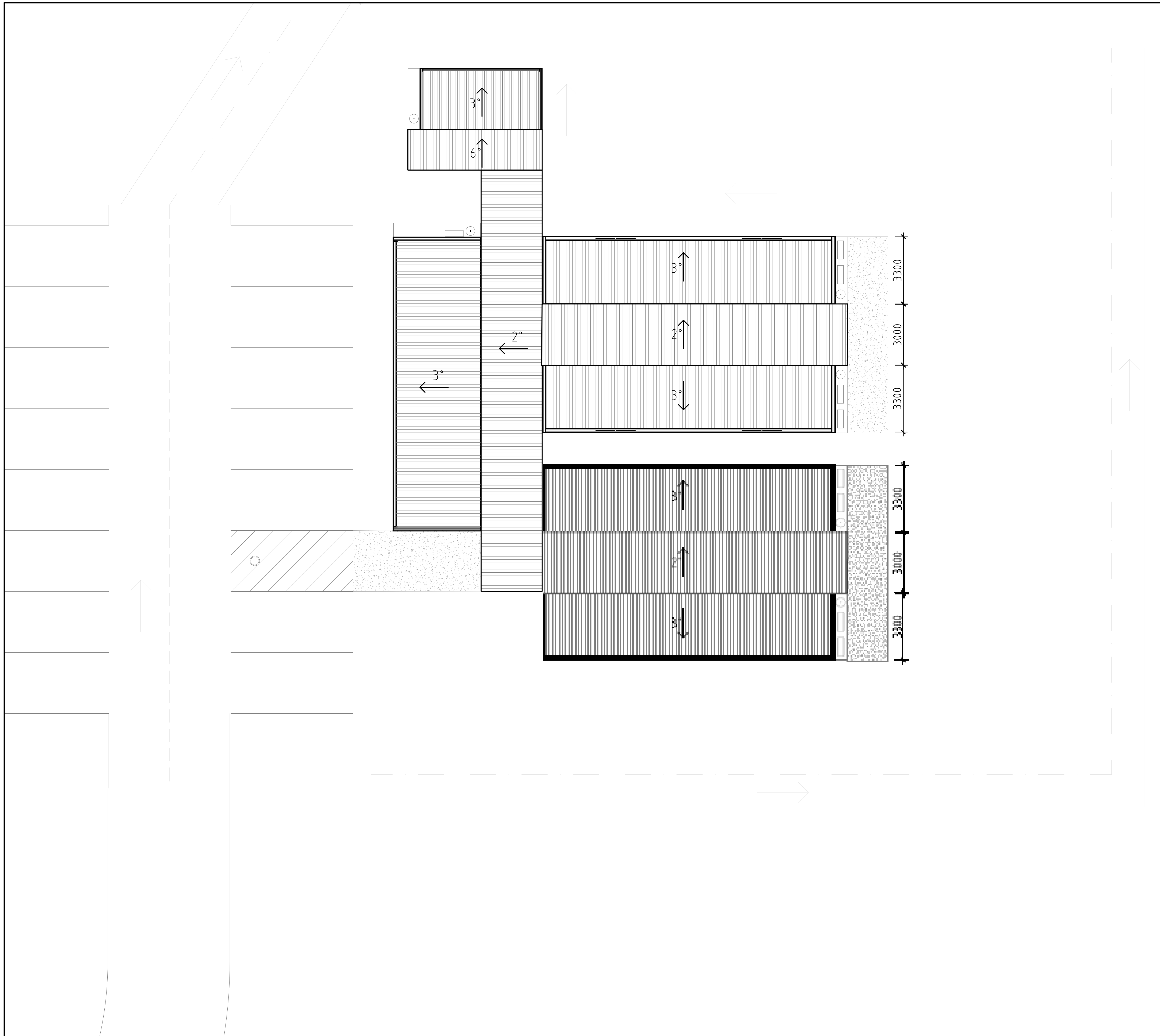


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PROJECT		DESIGNED			SHEET	2 OF 5		
		DESIGN APPR			REV.	A		
REF DRAWING No.		CONTRACT No.			BY	CHK'D	APP'D	
		PROJECT APPR			REV	DATE	REVISION DESCRIPTION	
					A	28.03.24	ISSUED FOR REVIEW	

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PROJECT		DESIGNED			SHEET	2 OF 5		
		DESIGN APPR			REV.	A		
REF DRAWING No.		CONTRACT No.			BY	CHK'D	APP'D	
		PROJECT APPR			REV	DATE	REVISION DESCRIPTION	
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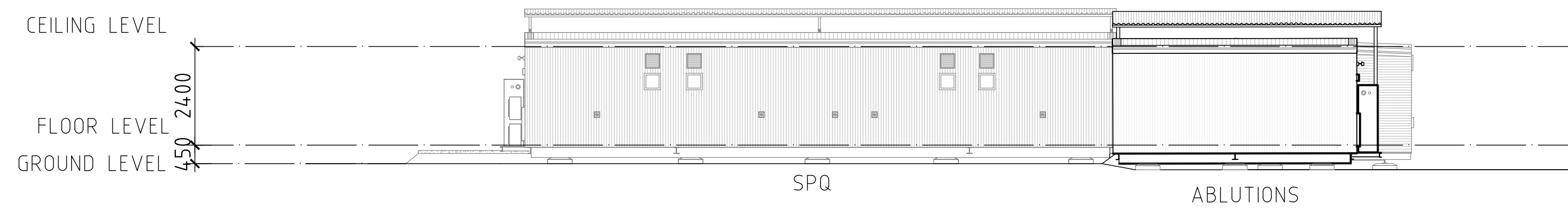


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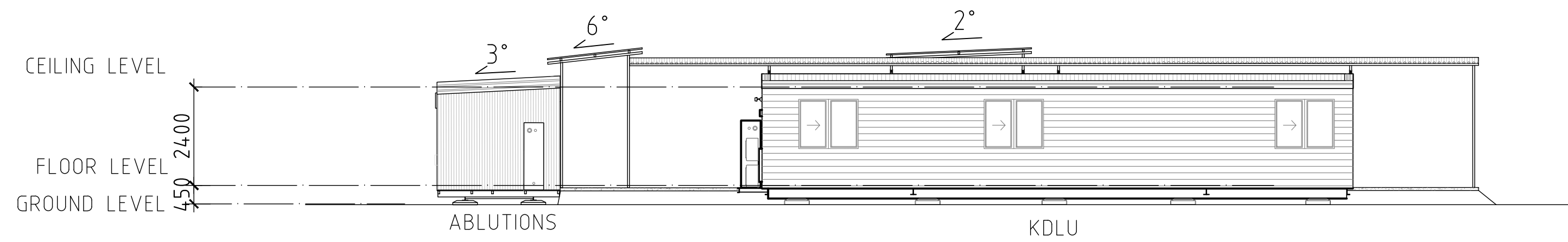


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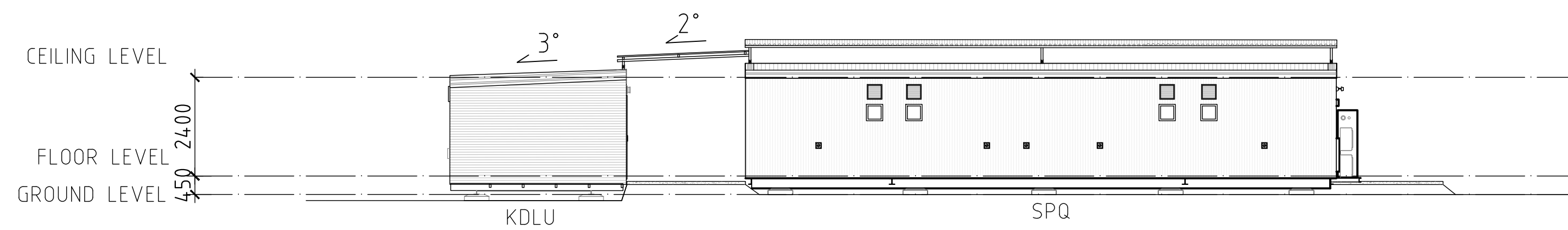
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		PROJECT APPR				



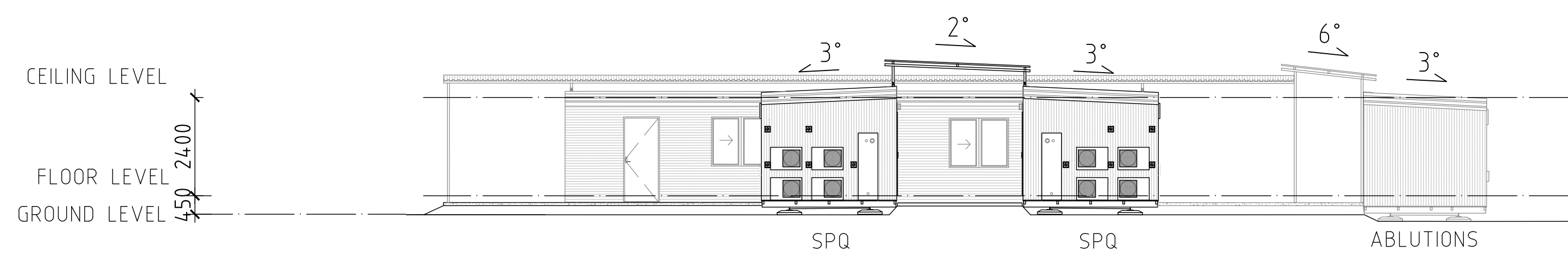
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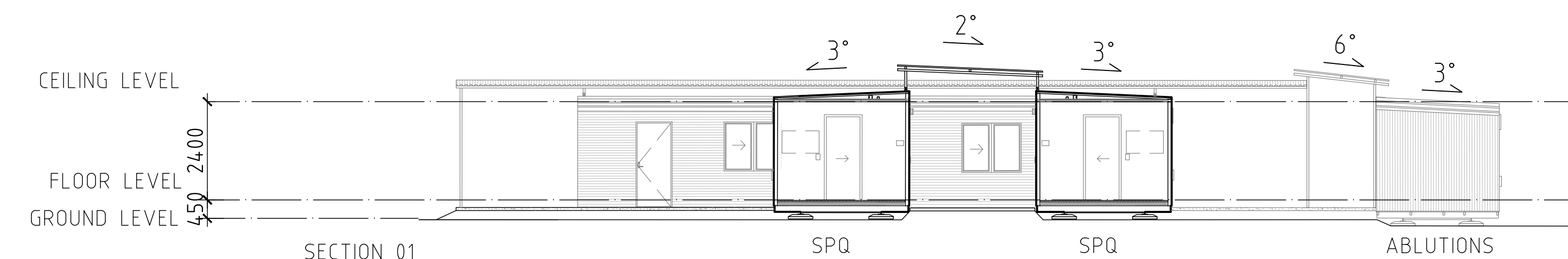
WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION



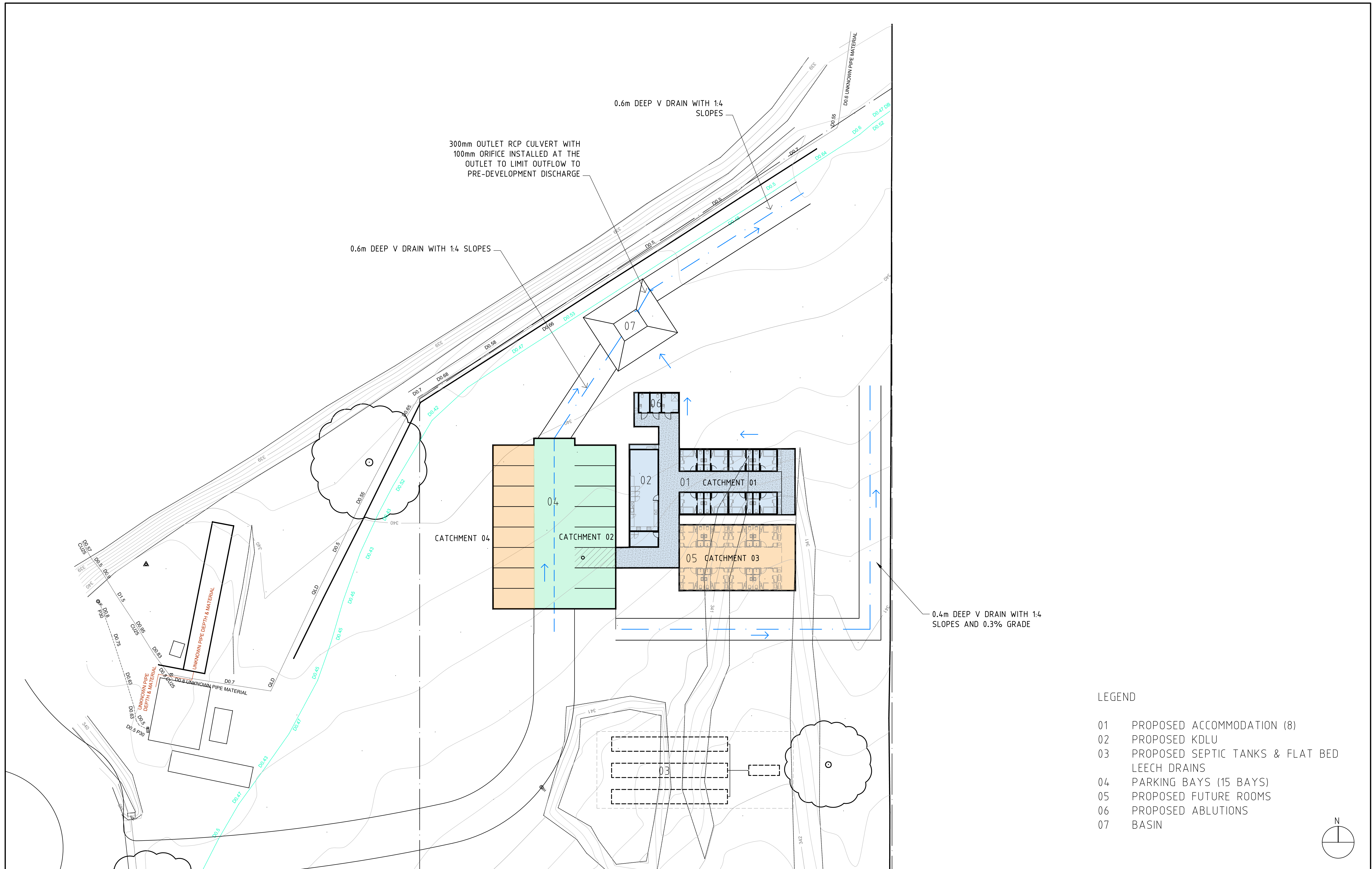
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A1	DESIGN APPR		
PROJECT	PROJECT APPR		
CONTRACT No.			

TITLE	DRG No.	SHEET	REV.
WICKEPIN INFRASTRUCTURE PLANNING ACCOMMODATION ELEVATIONS	530-ENG-AR-DEL-0001	4 OF 5	A



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PROJECT		DESIGNED		
		DESIGN APPR		
CONTRACT No.		PROJECT APPR		

TITLE	WICKEPIN INFRASTRUCTURE PLANNING ACCOMMODATION DRAINAGE PLAN		
DRG No.	530-ENG-AR-DGA-0005	SHEET	5 OF 5
REV.	A		

COLORBOND® CLASSIC COLOUR CHARTS





Wickepin Accommodation Facility

Stormwater Management Plan (SWMP)

Prepared for CBH

March 2024
Document 530-3351-DR-PLN-0001
Project Number RP24061 / M-3351



Contents

1. Introduction	2
2. Basis of Design	3
2.1 Assumptions	3
3. Available Data and Information	4
3.1 Survey	4
3.2 Geotechnical Data	4
3.3 References and Standards	4
4. Stormwater Management/Hydrology Assessment	5
4.1 Rainfall Data	5
4.2 Pre-development Hydrology	5
4.3 Post-development Hydrology	5
5. Conclusion	7

Appendices

Appendix A - Post-Development Catchment Plan
Appendix B - Calculation

Figures

Figure 1: Project site location (source: Google Maps).....	2
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Tables

Table 1: Design criteria	3
Table 2: CBH standards and specification	4
Table 3: Australian Standards	4
Table 4: Supplementary sources	4
Table 5: Pre-development stormwater analysis results	5
Table 6: Proposed Basin-01 details	6
Table 7: Proposed drain details	6

Document Control					
Revision	Issue Reason	Date	Prepared	Reviewed	Approved
A	Issued for Client Review	28 March 2024	Youmna Khalid	Ryan Brook	Ryan Brook

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1. Introduction

To cater for the increased demand of marketing and exports, Co-operative Bulk Handling Limited (CBH) are expanding their infrastructure facilities throughout their bulk handling sites across Western Australia. As part of this expansion an accommodation facility is proposed on the northern part of the existing CBH Wickepin grain storage and handling facility within the Shire of Wickepin. BG&E Resources (BGER) has been engaged by CBH to develop a stormwater management plan supporting the infrastructure planning for the Development Application (DA).

The Wickepin site is located on the northern part of the existing CBH Wickepin grain storage and handling facility in Wickepin Township, located approximately 214 km southeast of Perth. The site contains infrastructure for grain storage, marshalling, sampling, and weighing. The development is envisaged to include the following:

- New accommodation buildings to accommodate 8 units.
- A new common room and kitchen/laundry unit.
- A septic tanks and leach drain to the east.
- A new access road and light vehicle carpark to the south.
- General site drainage including table drains and basin.

The location of the site is shown in Figure 1. The accommodation facilities may be developed in stages. This assessment considers the ultimate site layout which generates the largest volume of excess runoff.

The key objective of this stormwater management report is to:

- Identify pre and post development hydrologic characteristics.
- Identify appropriate stormwater management mechanisms to mimic existing hydraulic regime.

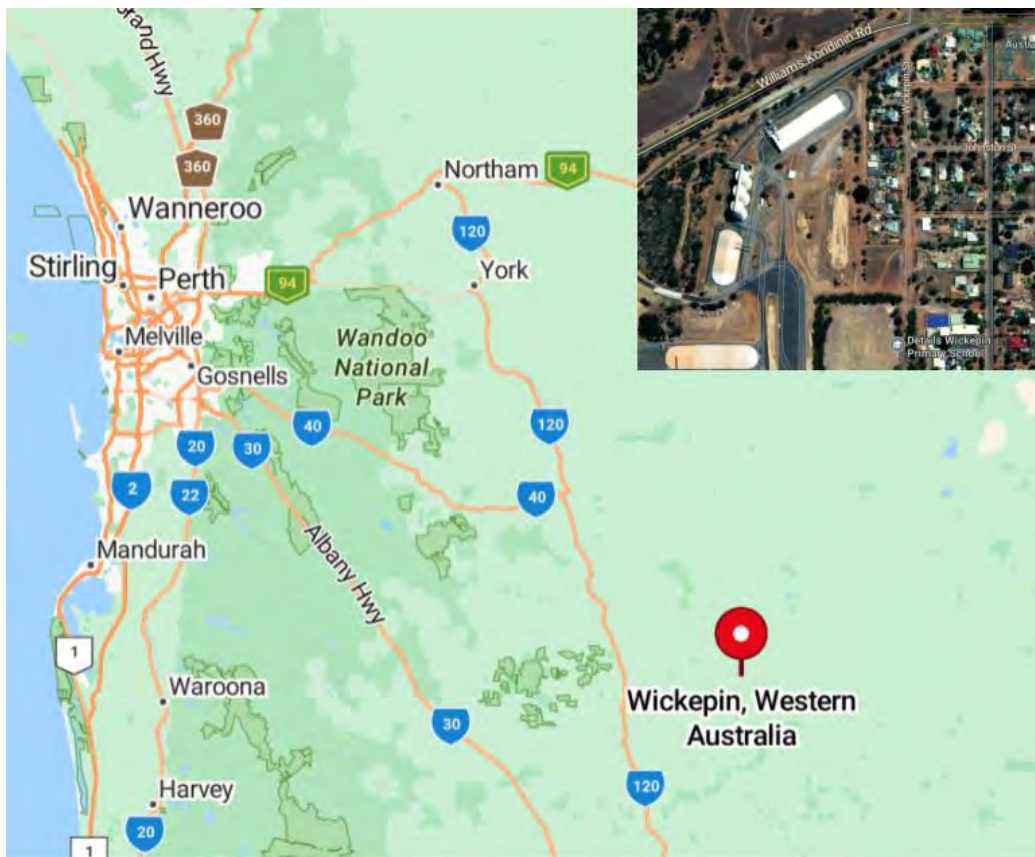


Figure 1: Project site location (source: Google Maps)

2. Basis of Design

The stormwater drainage system has been designed in accordance with the requirements of CBH Design Specification TS10A – Civil Earthworks, Roads and Drainage (CBH-ENG-CI-SST-0001_rev2) and followed guidelines set out in Australian Rainfall & Runoff (ARR).

A summary of the stormwater design criteria adopted for the project is provided in Table 1.

Table 1: Design criteria

Parameter	Value
Design AEP for Conveyance	5%
Design AEP for On-site Detention	5%
Design AEP for Pre-Development Outflow	5%
Minimum Grade for Open Drains	0.3%
Freeboard to Infrastructure	300 mm for conveyance drainage and storage basins
Maximum Outlet Velocity	2 m/s (without scour protection)
Maximum Side Slopes	1V:3H
Minimum Drain Depth	400 mm
Runoff Co-efficient, C ₁₀	Vegetated Ground: 0.20 Paved Areas: 0.90
Runoff Co-efficient, C ₂₀	Vegetated Ground: 0.21 (FY = 1.05) Paved Areas: 0.95 (FY = 1.05)

2.1 Assumptions

- The site is considered impervious for stormwater disposal purposes and infiltration rate is assumed to be zero on a conservative basis.
- Runoff from all roof areas will be captured and directed to piped or open conveyance system.
- External western overland flow is assumed to be diverted away from the accommodation facility using a bund or cut-off drain system.
- The stormwater detention area (basin) only caters for the development area. The basin is assumed to be bunded and protected from external overland flow.
- Analysis of the stormwater conveyance system has been carried out using TS10A minimum requirements and engineering judgement from feature survey and the proposed site layout plan.

3. Available Data and Information

3.1 Survey

A feature survey was conducted by Crossland and Hardy Surveyors on 07-03-2024.

3.2 Geotechnical Data

Galt Geotechnics Pty Ltd (Galt) has been engaged by CBH to undertake a geotechnical study for the proposed site with fieldwork conducted on 11th February 2024. Site investigation results are summarised in the reports, WAG240040-01 002 R Rev0 – “Geotechnical Study and Pavement Design Proposed Accommodation CBH Wickepin Facility” and WAG240040-01 003 R Rev0 “Site and Soil Evaluation Proposed Accommodation CBH Wickepin Facility”.

Some of the key findings are summarised below:

- Site Classification: Footings and slabs may be designed in accordance with AS2870-2011 for Class M-D site with a maximum bearing pressure of 100 kPa
- Subsurface condition: Sandy CLAY (CL-CM): low and medium plasticity, typically grey and brown with some yellow-brown and red variations, with 40-60% fine to coarse grained sand, trace gravel, dry, very stiff to hard (apparent hardness due to desiccation), extending to depths typically ranging from 1.2 m to 1.85 m;
- Groundwater: No groundwater was encountered

3.3 References and Standards

The reference data used for this study are presented in the following tables. The CBH design specification as outlined in the Table 2 forms the primary reference document for the development of the stormwater management plan. Additional reference documents are listed in Table 3 and Table 4.

Table 2: CBH standards and specification

Standard No.	Revision	Document Title
CBH-ENG-CI-SST-0001	2	TS 10A Design Specification Civil Earthworks, Roads and Drainage
CBH-ENG-CI-SST-0002	4	TS 10B Construction Specification Civil Earthworks, Roads and Drainage

Table 3: Australian Standards

Standard No.	Title
AS3500	Plumbing and drainage

Table 4: Supplementary sources

Source	Title and data
Australian Rainfall and Runoff (ARR)	Flow estimation and catchment simulation
Feature survey	Wickepin Feature Survey by Crossland and Hardy Surveyors
CBH site plan	21-03-2024 by CBH
Bureau of Meteorology	Design rainfall Intensity Frequency Duration (IFD) data
Landgate and Google Maps	Site image and maps
Stormwater manual WA	Structural control modelling
Stormwater decision process WA	Flood immunity requirements

4. Stormwater Management/Hydrology Assessment

The stormwater management strategy is to cater for surface runoff within the site, managing it to minimise flooding and damage to critical infrastructure. It will be based on the following philosophy:

- Surface water runoff for the 5% AEP event to be directed to a basin via an open drainage system.
- Surface water to be retained on-site up to the 5% AEP event with a controlled outflow limited to the 5% AEP pre-development flow rates.
- Pre-development and post development hydrology analysis using the Rational Method and kinematic wave equation to estimate the time of concentration (T_c).

4.1 Rainfall Data

Design rainfall Intensity Frequency Duration (IFD) data has been downloaded from the Bureau of Meteorology based on the co-ordinates of the site (-32.78°S, 117.48°E). A summary of the IFDs for different Annual Exceedance Probability (AEP) and rainfall intensity chart is shown Appendix B.

4.2 Pre-development Hydrology

There is an upstream catchment (14,400 m²) that drains from south-east to north-west and passes through proposed accommodation site and carpark. BGER has proposed to provide a diversion drain upstream of proposed development at an offset (<10m) to take upstream runoff downstream of the carpark and proposed access track. Intention is to safeguard proposed development from flooding by conveying upstream stormwater runoff in a drain and discharge downstream overland.

Pre to Post methodology has been adopted for Basin Design, limiting discharge for the proposed development to pre-development state. The pre-development flow rates for the site have been estimated for a 5% AEP event, assuming the site was 100% pervious in its initial undeveloped vegetated state. Pre-development analysis summary is provided in Table 5.

Table 5: Pre-development stormwater analysis results

Parameter	Value
Catchment Area	1,010 m ²
Peak flow rate (L/s)	6

4.3 Post-development Hydrology

The proposed accommodation (including future development) is comprised of 508 m² area and carpark (including additional demand for carpark due to future development) constitutes an area of 502 m² resulting in 26 L/s of post-development stormwater discharge compared to pre-development discharge of 6 L/s.

Carpark and accommodation facility is to be constructed such that the stormwater runoff discharges to proposed detention basin.

Stormwater runoff from the proposed accommodation facility is to be captured and conveyed using a network of downpipes connected to a detention basin, as shown in the post development catchment plan provided in Appendix A

4.3.1 Detention Basin-01

The detention basin has been sized to attenuate flow from the proposed development area for up to the 5% AEP event.

Following assumptions were considered for the sizing of basin:

- An outlet pipe with an orifice to limit peak flows to 5% AEP pre-development flow rate.
- Basin design catchments are shown in Appendix A. All external overland flows are diverted away from the basin.
- Basin has been sized to cater for planned future expansion of the proposed accommodation facility as marked in the CBH layout.

The basin design parameters and details are provided in Table 6. Basin and orifice calculation summary is given in Appendix B.

Table 6: Proposed Basin-01 details

Parameter	Value
Post development Catchment area	Pervious: 0 m ² Impervious: 1,010 m ²
Design AEP	5% AEP
Infiltration	0 m/d
Required storage volume	11.2 m ³
Freeboard	300 mm
Predevelopment Outflow, Q5	6 L/s
Outlet	300 mm Diameter pipe with 100mm orifice

4.3.2 Open Drain

The proposed cut-off drains are sized to collect and convey upstream catchment's stormwater runoff for a 1% AEP event downstream of the accommodation facility. A drain profile as detailed in Table 7 is considered for the analysis. Refer Appendix B for drain sizing calculations.

Table 7: Proposed drain details

Parameters	Adopted values
Channel bed gradient	0.3%
Side slopes	1V:4H
Maximum inflow	178 L/s
Water depth	0.430 m
Depth	0.4 m (TS10 A minimum requirement)

5. Conclusion

The stormwater detention basin has been sized to limit outflow to peak pre-development flow rate for a 5% AEP event. The future expansion to the proposed accommodation facility has also been considered in the calculations while sizing the detention basin. The overall required volume of storage to cater for the 5% AEP event is calculated at 11.2 m³. The proposed detention basin can detain up to 15 m³ of stormwater runoff.

It is recommended to provide a low flow outlet for Basin-01 with an orifice to limit flows to pre-development rates connecting into the proposed open drain located along eastern edge of the basin. Any overflow from the basin in rarer events will be managed by the same open drain rather than directing the discharge to existing swale at the north. This is avoid impacting the existing embankment to the north, and to avoid flooding of the facility at the bottom of the embankment.

The cut-off drain at the south of the accommodation facility has been designed to convey the 1% AEP rainfall event to avoid local flooding and nuisance surface water ingress from affecting the development.

Appendix A -
**Post-Development Catchment
Plan**



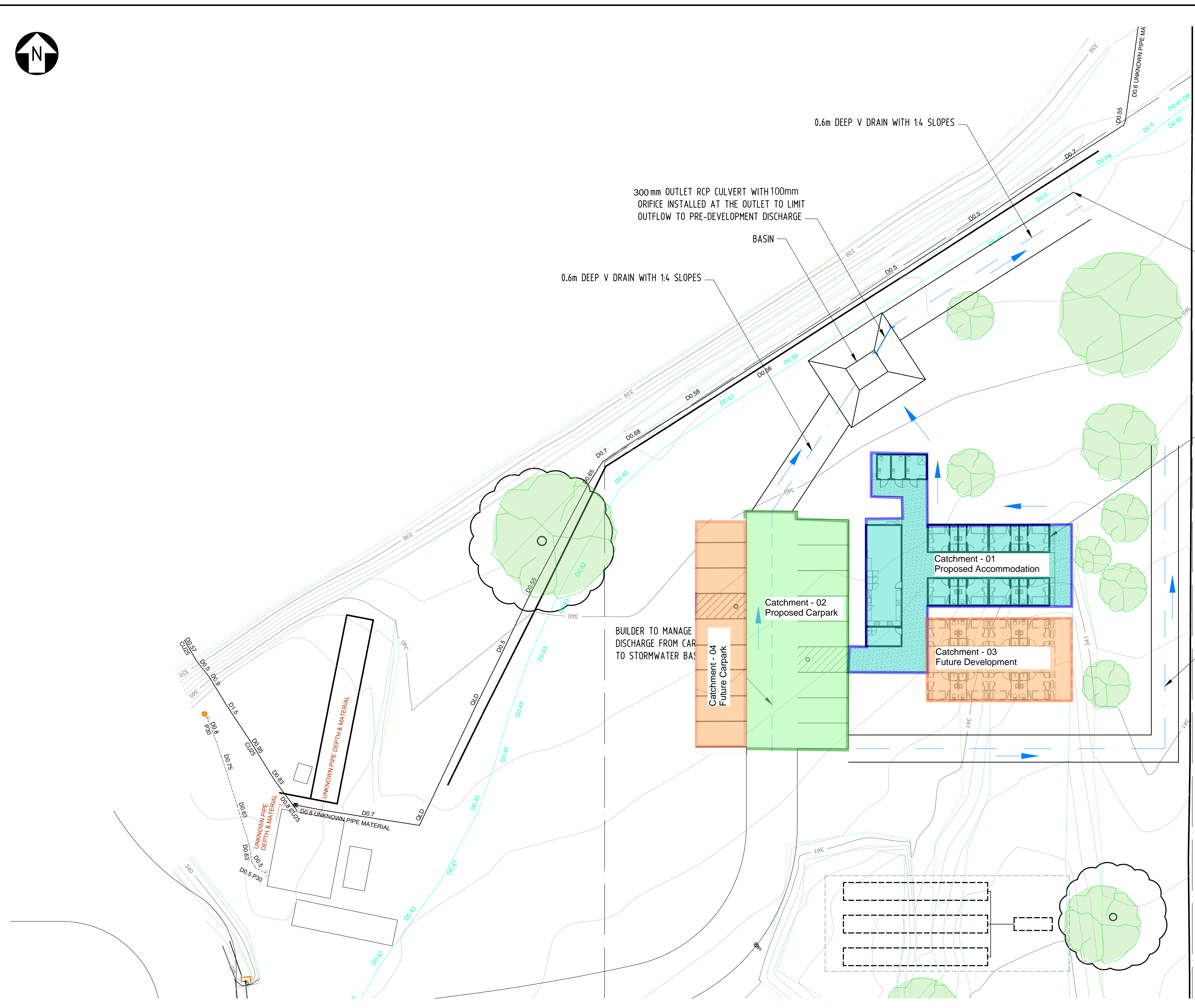


CIVIL NOTES

- 1. ALL DIMENSIONS ARE IN METRES UNLESS NOTED OTHERWISE.

CIVIL LEGEND

- 34.0 EXISTING SURFACE CONTOURS MAJOR
- EXISTING SURFACE CONTOURS MINOR
- SIDE BOUNDARIES
- PROPOSED DRAIN
- FLOW DIRECTION
- PROPOSED CULVERT



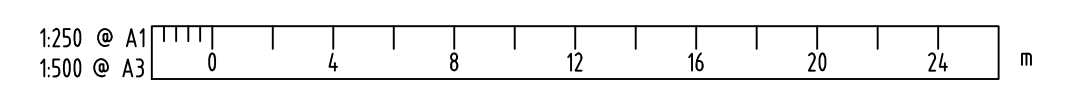
POTENTIAL FOR A CLASH WITH WATER PIPE.
 WATER PIPE INVERT AT 338.90.
 DRAIN INVERT AT 338.96.
 CONTRACTOR TO MAKE SURE WATER PIPE IS PROTECTED DURING EXCAVATION AND OPERATION OF OPEN DRAIN.

BUILDER TO MANAGE DOWNPIPES AND DISCHARGE TO STORMWATER BASIN. DIRECTION OF OVERLAND FLOW TOWARDS BASIN TO BE MAINTAINED

0.4m DEEP V DRAIN WITH 1:4 SLOPES AND 0.3% GRADE

BUILDER TO MANAGE DISCHARGE FROM CAR TO STORMWATER BASIN

PLAN
 SCALE 1:250



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A	28.03.2024	ISSUED FOR CLIENT REVIEW	LA	YK	RB		

SCALE	1:250	DRAWN	L. AUCKLOO	28.03.2024
SHEET	A1	CHECKED	R. BROOK	28.03.2024
DESIGNED	Y. KHALID	28.03.2024		
DESIGN APPR	-			
PROJECT APPR	-			

TITLE	WICKEPIN ACCOMODATION FACILITY POST DEVELOPMENT CATCHMENT PLAN
DRG No	530-3351-DR-PLN-0002
SHEET	1 OF 1
REV.	A

Appendix B - **Calculation**

Bureau of Meteorology - Design Rainfall Data



Project No. RP24061

Project Name Wickiepin Accommodation Facility Stormwater Management Plan

Prepared

YK

Date

28/3/2024

Client CBH

Checked

RB

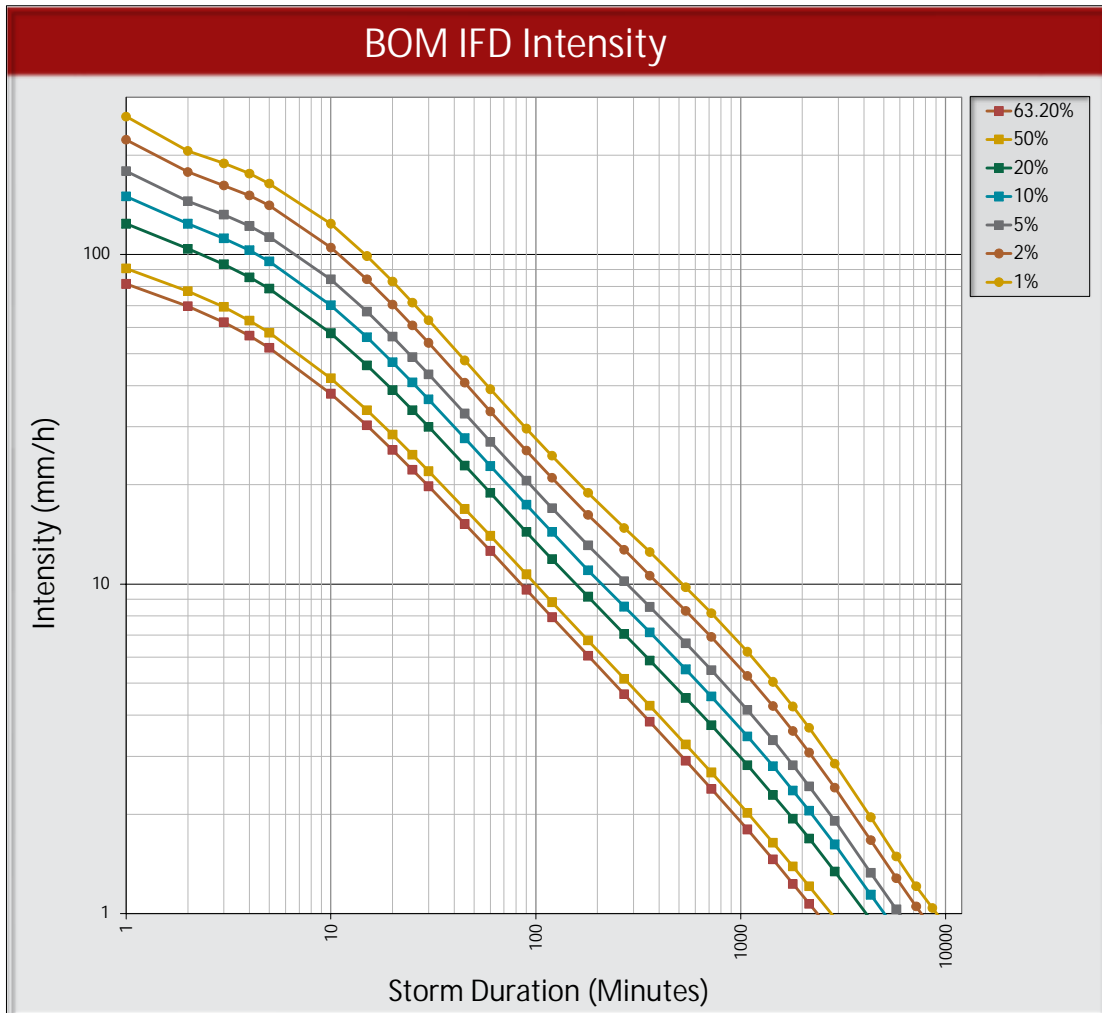
Date

28/3/2024

Coordinates: Latitude: -32.784192, Longitude: 117.495566

Nearest Grid: Latitude: 32.7875 (S), Longitude: 117.4875 (E)

Duration		Annual Exceedance Probability (AEP)						
Min	Hr	63.2%	50%	20%	10%	5%	2%	1%
5	0.08	52.10	57.90	78.80	95.20	113.00	141.00	164.00
10	0.17	37.80	42.10	57.70	70.10	84.00	105.00	124.00
20	0.33	25.50	28.40	38.80	47.10	56.30	70.40	82.80
30	0.50	19.80	22.00	30.00	36.30	43.30	53.90	63.20
60	1.00	12.60	14.00	18.90	22.80	27.00	33.40	39.00
120	2.00	7.93	8.81	11.90	14.40	17.00	21.00	24.50
180	3.00	6.06	6.74	9.15	11.00	13.10	16.20	18.90
360	6.00	3.82	4.27	5.86	7.13	8.52	10.60	12.50
720	12.00	2.39	2.68	3.73	4.56	5.48	6.91	8.16
1440	24.00	1.46	1.64	2.29	2.80	3.36	4.26	5.05
2880	48.00	0.86	0.97	1.34	1.62	1.91	2.41	2.85
4320	72.00	0.62	0.70	0.96	1.14	1.33	1.67	1.96



Stormwater Design Summary



Project No.	RP24061				
Project Name	Wickepin Accommodation Facility Stormwater Management Plan	Prepared	YK	Date	28/3/2024
Client	CBH	Checked	RB	Date	28/3/2024

Catchment Basin 01

Parameters

Design AEP	5%
Limit to Pre-Dev	Yes
Pervious C ₁₀	0.2
Impervious C ₁₀	0.9
Infiltration	No
Infiltration Rate (m/day)	0

Input Data

Pre-Development Catchment Area				
Area	m ²	C ₁₀	C ₁	C* A
Permeable:	1,010	0.20	0.210	212
Impermeable:	0	0.90	0.945	0
Total:	1,010		0.210	212

Post-Development Catchment Area				
Area	m ²	C ₁₀	C ₁	C* A
Permeable:	0	0.20	0.210	0
Impermeable:	1,010	0.90	0.945	954
Total:	1,010		0.945	954

Pre Development		
Length	111	m
Slope	0.02	m/m
Manning's n	0.03	
Critical T _c	7.34	min
Intensity	99.45	mm/hr
Peak Discharge	0.0059	m ³ /s

Post Development		
Length	111	m
Slope	0.02	m/m
Manning's n	0.03	
Critical T _c	7.34	min
Intensity	99.45	mm/hr
Peak Discharge	0.0264	m ³ /s

Basin Data

Basin Characteristics			Base Dimensions		Top Dimensions		Storage Provided	
Free Board	0.3	m	Width	3	m	Width	9.4	m
Side Slope	4	(1:X)	Length	4	m	Length	10.4	m
Depth	0.5	m				Volume	15.67	m ³
						Infiltration Area	57.35	m ²

Low Flow Outlet		
Material	RCP	
Diameter	100	mm
Slope	100	1 in x
Manning's n	0.012	Metric
Pipe	0.006	m ³ /s

Storm Discharge and Volumes

	5 Min	10 Min	15 Min	20 Min	30 Min	45 Min	1 Hour	1.5 Hour	2 hour	3 Hour	4.5 Hour	6 Hour
Duration (Min) :	5	10	15	20	30	45	60	90	120	180	270	360
Duration (Hr) :	0.083	0.167	0.250	0.333	0.5	0.75	1	1.5	2	3	4.5	6
Intensity (mm/hr) :	113.0	84.0	67.1	56.3	43.3	32.9	27.0	20.6	17.0	13.1	10.2	8.5
Area (m ²):	954.5	954.5	954.5	954.5	954.5	954.5	954.5	954.5	954.5	954.5	954.5	954.5
Ave Storm Q (m ³ /s):	0.030	0.022	0.018	0.015	0.011	0.009	0.007	0.005	0.005	0.003	0.003	0.002
Storm Volume (m ³):	9.0	13.4	16.0	17.9	20.7	23.6	25.8	29.5	32.5	37.5	43.8	48.8
Infiltration (m ³):	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Outflow (m ³):	1.7	3.4	5.0	6.7	10.1	15.1	20.1	30.2	40.3	60.4	90.7	120.9
Max Retention Volume (m ³):	7.3	10.0	11.0	11.2	10.6	8.4	5.6	-0.7	-7.8	-22.9	-46.8	-72.1
Storage Volume (m ³):	15.7	15.7	15.7	15.7	15.7	15.7	15.7	15.7	15.7	15.7	15.7	15.7
Additional Required Storage (m ³):	-8.4	-5.7	-4.7	-4.5	-5.1	-7.2	-10.0	-16.4	-23.5	-38.6	-62.5	-87.7

Stormwater Design Summary



Project No.	RP24061				
Project Name	Wickepin Accommodation Facility Stormwater Management Plan	Prepared	YK	Date	28/3/2024
Client	CBH	Checked	RB	Date	28/3/2024

Catchment Basin 01

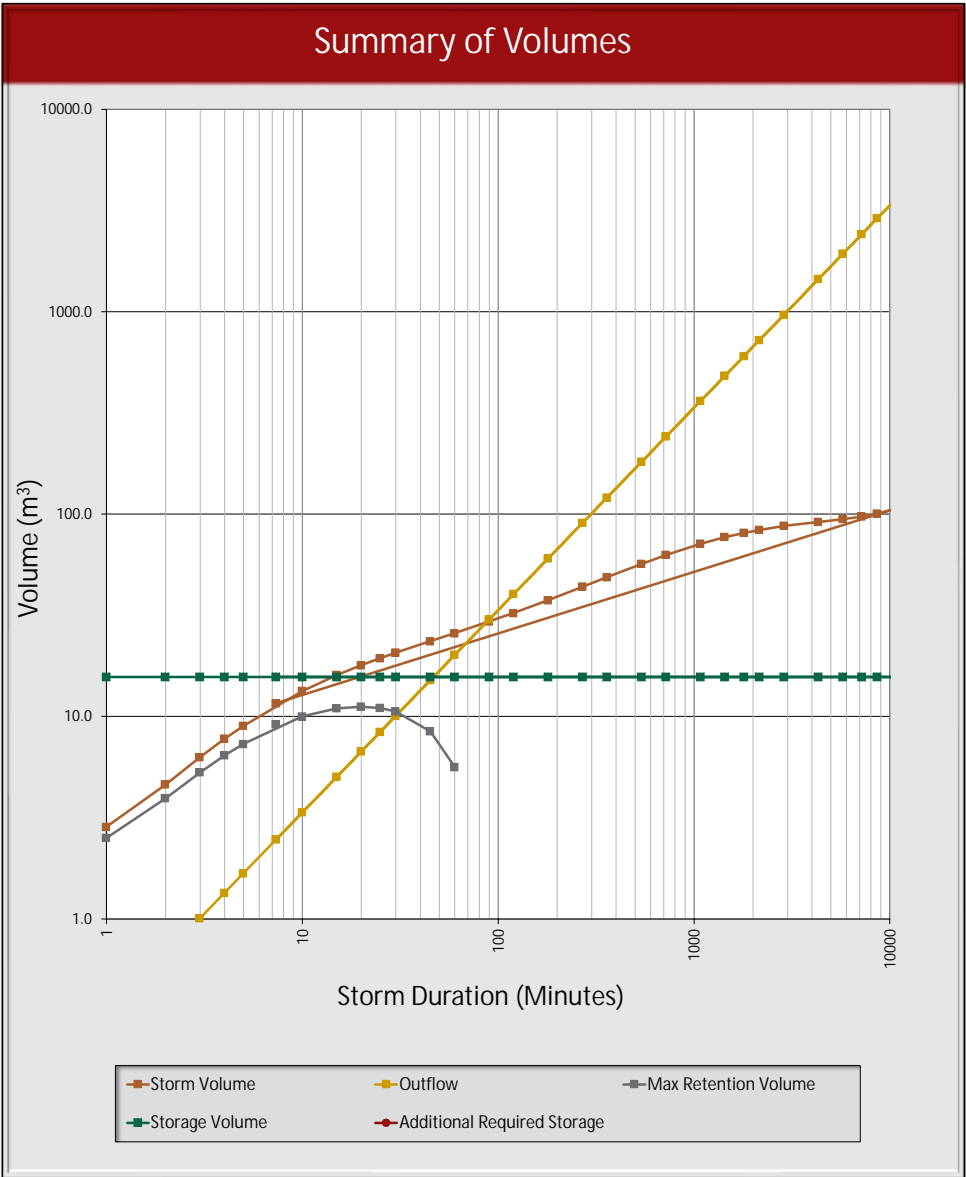
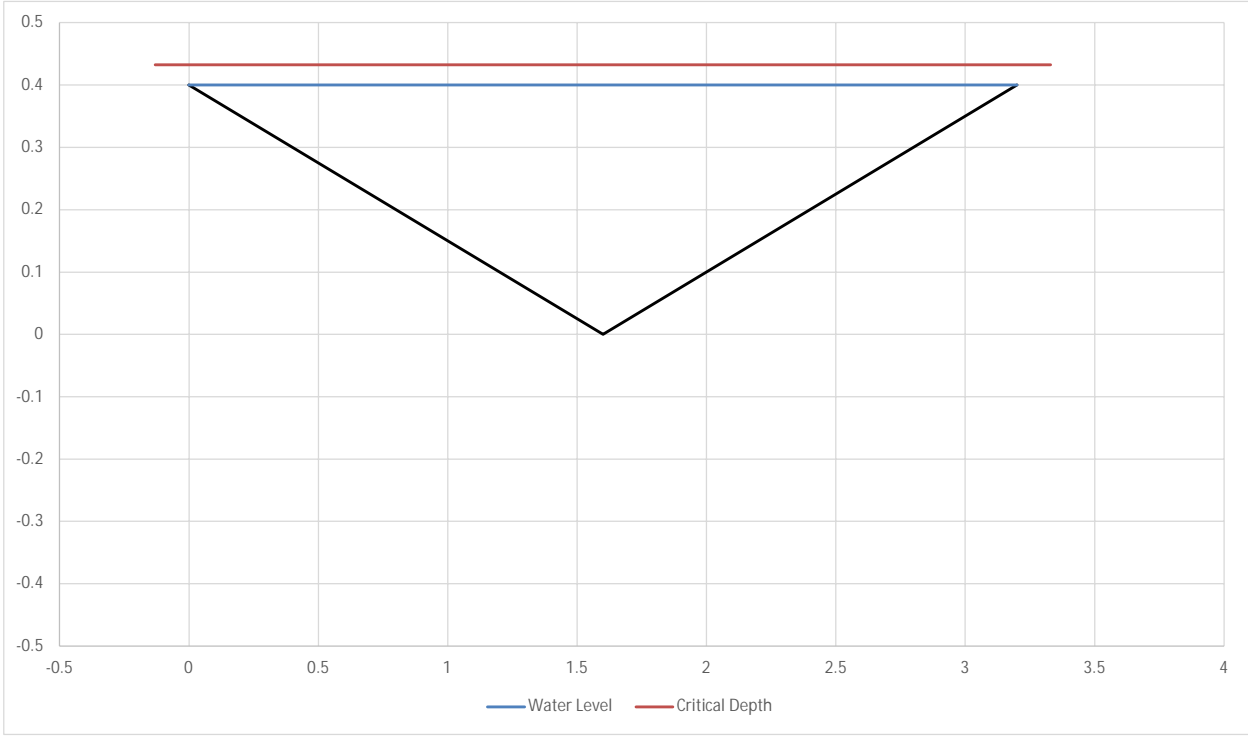


Table Drain Capacity

PROJECT	Wickepin Accommodation Facility
JOB LOCATION	Wickepin
CLIENT	CBH
DOCUMENT TITLE	Wickepin Drainage_flow estimation_with no track and outflow weir

JOB NUMBER	RP24061
CALCULATIONS BY	YK
DATE	28/03/2024
REVISION	1



Channel Parameters

Manning's n	0.035
Slope of Drain	0.3 %

Cross Sectional Geometry

Freeboard	0 m
Depth	0.4 m
Base Width	0 m
Left Slope	4 1:X
Right Slope	4 1:X

Area	0.64 m ²
Width of water surface	3.2 m
Wetted Perimeter	3.30
Hydraulic Radius	0.19 m
Hydraulic Depth	0.20

Discharge	0.336 m ³ /s
Velocity	0.52 m/s

Froude Number	0.37
---------------	------

Critical Depth	0.43 m
Critical Slope	505.01 %
Specific Energy	0.41 Nm/N
Flow Status	Subcritical Flow

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RESOURCES





Report on:

SITE AND SOIL EVALUATION PROPOSED ACCOMMODATION CBH WICKEPIN FACILITY

WAG240040-01 003 R Rev0

Submitted to:

Cooperative Bulk Handling (CBH) Ltd
Level 6, 240 St Georges Terrace
PERTH WA 6000

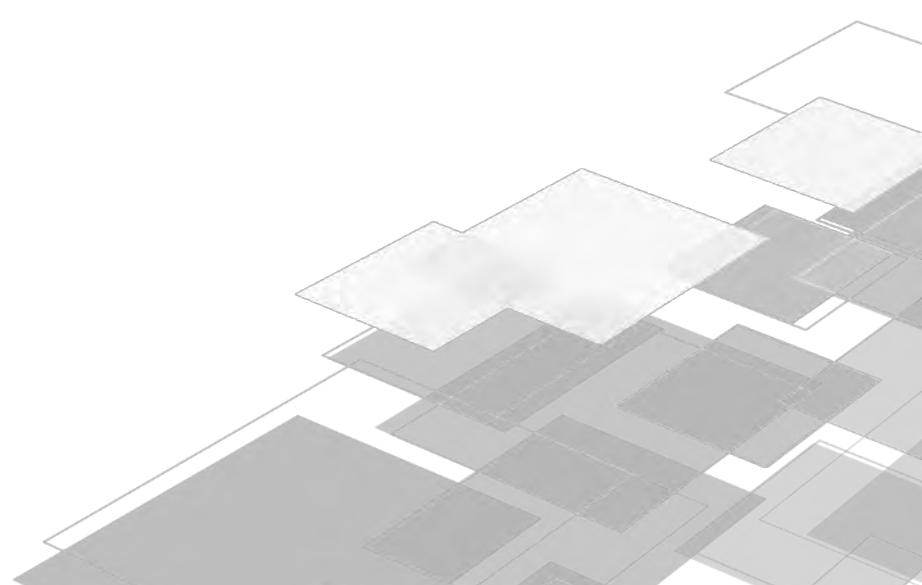
8 March 2024

CONTENTS

1. INTRODUCTION	3
2. DEFINITIONS	3
3. GOVERNING STANDARDS, REGULATIONS AND POLICIES	3
4. PROJECT OBJECTIVES	4
5. SITE DESCRIPTION AND PROPOSED DEVELOPMENT	4
5.1. General	4
5.2. Hydraulic Loading	5
6. PREVIOUS STUDY	5
7. FIELDWORK	5
8. LABORATORY TESTING	7
8.1. Geotechnical	7
8.2. Chemical	7
9. SITE ASSESSMENT	7
9.1. Geology and Surface Geology	7
9.2. Groundwater	7
9.3. Climate	8
9.3.1. Rainfall	8
9.3.2. Evaporation	8
9.3.3. Water Balance	8
9.4. Exposure	8
9.5. Vegetation	8
9.6. Landform and Drainage	8
9.7. Slope	9
9.8. Fill (Imported)	9
9.9. Surface Gravel and Rock Outcrops	9
9.10. Erosion Potential	9
9.11. PDWSAs and SSAs	9
9.12. Groundwater Separation	9
9.13. Surface Waters and Separation from Water Resources	9
9.14. Rainfall Run-on and Seepage	9
9.15. Flood Potential	10
9.16. Setbacks	10
9.17. Land Application Area (LAA)	10
9.17.1. Government Sewerage Policy	10
9.17.2. Summary	11
10. SOIL ASSESSMENT	11
10.1. Subsurface Profile	11

10.2. Soil Category	11
10.3. Design Loading Rates	12
10.4. Soil Chemistry	12
11. SITE AND SOIL ASSESSMENT RESULTS	13
12. SITE SUITABILITY AND RECOMMENDATIONS	14
13. CLOSURE	15
Table 1: Summary of Boreholes.....	6
Table 2: Dynamic Cone Penetrometer Test Results.....	6
Table 3: Constant Head Infiltration Test Results	7
Table 4: Bureau of Meteorology Weather Station Details.....	8
Table 5: Weather Station (10654) Monthly Rainfall Data for All Years (1997-2023) (mm)	8
Table 6: Evaporation Data Estimates – Monthly (mm)	8
Table 7: Required Horizontal Setback Distances (AS1547).....	10
Table 8: Conversion Factors used to calculate minimum required LAA (GSP 2019).....	10
Table 9: Summary of the available and minimum LAA	11
Table 10: Design Loading/Irrigation Rates (mm/day)	12
Table 11: Soil Chemistry Summary	12
Table 12: Site and Soil Risk Based Assessment (AS1547).....	13
Attached Table 1: Summary of Geotechnical Laboratory Test Results	16
Attached Table 2: Summary of Chemical Laboratory Test Results	16
Figure 1: Site and Location Plan	
Appendix A: Golder Test Pit Report - 2018	
Appendix B: Site Photographs	
Appendix C: Borehole Reports	
Appendix D: Geotechnical Laboratory Test Results	
Appendix E: Chemical Laboratory Test Results	

Understanding your Report



1. INTRODUCTION

This report presents Galt Geotechnics' (Galt's) general site and soil evaluation (SSE) for the proposed accommodation at the Cooperative Bulk Handling (CBH) Wickepin Facility ("the site"). The location of the site relative to the surrounding area is shown on Figure 1.

This report is to be read in conjunction with the appended "Requirements and Limitations" at the back of this report.

2. DEFINITIONS

Site and Soil Evaluation (SSE) – an assessment of all relevant constraints and the risks to public health and the environment in accordance with AS1547-2012 "On-site domestic wastewater management". This SSE is a general assessment SSE, with the purpose being to undertake a site suitability assessment for onsite wastewater management and to recommend the type of onsite wastewater system for the proposed development.

A specific assessment is required to support an "application to install" an onsite wastewater system. This is for when a particular type of system/model is proposed, and a detailed design, including management recommendations and operation requirements. This document is not a specific assessment.

Land Application Area (LAA) – The unencumbered plan area to which treated sewage from an on-site sewage system is distributed for further in-soil treatment and absorption or evaporation. This area is restricted to the distribution of treated sewage and may not be developed for other purposes.

Land Application System (LAS) – The system used to apply effluent from a wastewater treatment unit into or onto the soil for further in-soil treatment and absorption or evaporation.

Effluent – The liquid discharged from a wastewater treatment unit.

Primary Treatment – The separation of suspended material from sewage in septic tanks, primary settling chambers or other structures before discharge to either a LAS or secondary treatment process.

Secondary Treatment – Microbiological digestions and physical settling and filtering processes and decomposition of sewage constituents following primary treatment.

Sewage – Any kind of sewage, faecal matter or urine, and any waste composed wholly or in part of liquid.

Infiltrative Area – Is the area within an LAA that has treated effluent directly discharged onto and does not include setback areas. I.e., the base of leach drains, evapotranspiration beds etc.

3. GOVERNING STANDARDS, REGULATIONS AND POLICIES

SSEs are governed by various National and State Standards, Regulations and Policies, including:

- ❖ AS/NZS 1547:2012, *On-site domestic wastewater management*.
- ❖ Western Australia Government Sewerage Policy (2019)
- ❖ Western Australia Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations (1974)
- ❖ Western Australia State Planning Policy 2.9, Water Resources (2005)

Other regulatory requirements may become relevant depending on the outcomes of any SSE.

SSEs can be rejected on the basis of not meeting the regulatory requirements of the above. This report is intended to address all these various requirements.

4. PROJECT OBJECTIVES

The objective of the study was to undertake an SSE and:

- ✦ provide a general site and soil evaluation in accordance with:
 - AS1547-2012, On-site domestic wastewater management.
 - The Western Australia Government Sewerage Policy (2019).
- ✦ assess the capacity of the site to sustainably manage sewage within lot boundaries;
- ✦ identify public and environmental health risks of on-site sewage management, especially the effect on groundwater and surface water on site; and
- ✦ identify the most appropriate on-site system in consideration of site conditions and the nature of the proposed development.

The Department of Health guidelines “Guidance on Site-and-soil evaluation for on-site sewage management”¹ states the overall objectives of the SSE process are to:

1. *assess the capacity of the site to sustainably manage sewage within lot boundaries;*
2. *identify public and environmental health risks of on-site sewage management, especially the effect on groundwater and surface water on the site;*
3. *identify the most appropriate on-site system in consideration of site conditions and the nature of the proposed development; and*
4. *identify and implement a management program to minimise these risks if required.*

This report addresses the first 3 items. The last item must be addressed by during installation of the specific units/disposal system.

5. SITE DESCRIPTION AND PROPOSED DEVELOPMENT

5.1. General

The site is located on the north-western part of the existing CBH Wickepin grain storage and handling facility. Recent aerial photographs indicate it comprises relatively clear, partly disturbed ground bounded by:

- ✦ Small structures and an unsealed access track to the south.
- ✦ A possible drainage basin to the east.
- ✦ Residential properties to the north.
- ✦ An enclosed grain storage building to the west.

We understand that the proposed accommodation development will include:

- ✦ New accommodation buildings to accommodate 8 units.
- ✦ A new common room and kitchen/laundry unit.
- ✦ A septic tanks and leach drain to the east.
- ✦ A new access road and light vehicle carpark to the south.

A concept plan of the proposed accommodation development is shown on Inline Image 1 below. A possible alternative to the proposed concept involves installation of additional leach drains adjacent the existing system to the west.

¹ (https://ww2.health.wa.gov.au/~/_media/Files/Corporate/general%20documents/water/Wastewater/Site-Soil-Evaluation.pdf)

Inline Image 1 – Extract of Proposed Wickepin Accommodation Concept



5.2. Hydraulic Loading

An estimated design hydraulic loading has been determined in accordance with the WA Department of Health Regulations 28, 29 and Schedule 9 of the Health Regulations (1974). Based on Table 2 of the schedule, for human waste, a design loading rate of 180 L/person/day is considered appropriate (equivalent mine site accommodation camp unit).

We have assumed a maximum of around 16 simultaneous persons (based on the proposed 8 units and the possible additional 8 units shown on the supplied plans), which equates to a design hydraulic loading of 2,880 L/day. The loading does not consider any trade waste etc. or otherwise.

6. PREVIOUS STUDY

Golder Associates (now WSP) prepared a geotechnical investigation and pavement design report for a previous site expansion to the south and south-west of the current accommodation site (report ref. 1894573-002 -R-Rev0)

Investigation was carried out on 23 January 2018 and included excavation of test pits (WTP01 to WTP14) to depths ranging from refusal at 0.3 m to the maximum investigated depth of 2.3 m.

The typical encountered subsurface profile was somewhat variable with granular and clayey soils over inferred weathered rock. Shallow refusal (with an 8 tonne backhoe) occurred on inferred weathered rock occurred in most test pits.

A test pit report (ref. WTP01) near the current accommodation site has been included in Appendix A and is shown on Figure 1.

7. FIELDWORK

Fieldwork was carried out on 11 February 2024 and comprised:

- 🔗 a site walkover and inspection, including taking photographs;
- 🔗 drilling of machine auger borehole at 6 locations (BH01 to BH06) to refusal depths ranging from 0.5 m to 1.85 m

- ↻ testing with a dynamic cone penetrometer (DCP) adjacent each borehole to depths ranging from 0.2 m to 0.4 m;
- ↻ constant head infiltration tests at three locations (G01 to G03) using a Guelph permeameter at a depth of 0.5 m in each instance.;
- ↻ installation of a 50 mm nominal diameter slotted PVC standpipe in BH04 to a depth of 1.85 m, backfilled with gravel pack;
- ↻ collection of representative soils samples for inspection and laboratory testing.

Note: Gravel pack is a relatively free draining sand sized crushed igneous rock.

General

A geotechnical engineer from Galt positioned the test locations, observed the test pitting/borehole drilling, performed the penetrometer tests, conducted the infiltration tests, logged the materials encountered in the test pits and collected representative samples for inspection and laboratory testings.

The fieldwork was carried out in accordance with AS1547-2012 and AS1726-2017. The approximate test locations are shown on Figure 1. Photographs of the site are presented in Appendix B. Details of the test are shown in Table 1

Table 1: Summary of Boreholes

Test Name	Proposed Development	Test Depth (m)	Reason for Termination	Stratigraphy
BH01	Access Road	1.50	Refusal	Sandy CLAY over Clayey SAND
BH02	Carpark/Accommodation Units	1.60	Refusal	FILL: GRAVEL over Sandy CLAY
BH03	Accommodation Units	1.20	Refusal	TOPSOIL: Sandy CLAY over Sandy CLAY
BH04	Effluent Disposal Area	1.85	Target depth	TOPSOIL: Sandy Clayey GRAVEL over Sandy CLAY
BH05	Effluent Disposal Area	0.50	Refusal	TOPSOIL: Sandy CLAY over Sandy CLAY
BH06	Alternative Effluent Disposal Area	1.50	Target depth	TOPSOIL: Sandy CLAY over Sandy CLAY

- NOTES:**
1. Refusal occurred on inferred iron indurated/weathered granitic rock
 2. Groundwater was not encountered in any boreholes. A standpipe has been installed to a depth of 1.8 m in BH04 for monitoring.

Boreholes

Boreholes were drilled using a utility mounted EVH Scout drill rig equipped with 100 mm nominal diameter solid auger equipped with a 'V' bit.

Borehole reports are presented in Appendix C, along with a list of notes and abbreviations and the method of soil description used in the reports. A photograph of the spoil from each borehole is included on each report.

Dynamic Cone Penetrometer Tests

DCP tests were undertaken in accordance with AS1289.6.3.2. The test results are shown in Table 2.

Table 2: Dynamic Cone Penetrometer Test Results

Depth (mm)	DCP Blows per 0.1 m depth interval					
	BH01	BH02	BH03	BH04	BH05	BH06
0-100	11	9	10	R	R	12
100-200	9	7	8			10
200-300	15R	8	9			14
300-400		10	15R			15R
400-500		15R				

- NOTES:**
1. R – Refusal.

Constant Head Infiltration Tests

Constant head infiltration tests were conducted using the Guelph permeameter within the boreholes drilled using a 150 mm nominal diameter machine auger attached to the backhoe in accordance with AS 1547 (2012) "On-site domestic wastewater management".

Table 3: Constant Head Infiltration Test Results

Test Location	Test Depth (m)	Pressure Head (m)	Soil Description	k^1 (m/day)
G01	0.50	0.24	Sandy CLAY	0.10
G02	0.50	0.20		0.13
G03	0.50	0.25		0.10

NOTES: 1. k – saturated hydraulic conductivity

8. LABORATORY TESTING

8.1. Geotechnical

Laboratory tests were conducted by Western Geotechnical and Laboratory Services (WGLS) in their NATA accredited laboratory. The testing comprised determination of:

- ✦ particle size distribution on 5 samples;
- ✦ Atterberg limits and linear shrinkage on 5 samples;
- ✦ Dry density-moisture content relationship using Modified compactive effort on 1 sample;
- ✦ 4 day soaked California bearing ratio (CBR) on 1 sample; and
- ✦ Emerson crumb test on 2 samples.

The laboratory test results are presented in Appendix D along with the test methods followed. A summary of the test results is presented in Attached Table 1 at the end of the text

8.2. Chemical

Chemical laboratory testing was undertaken by Envirolab Services in their NATA accredited laboratory. The testing comprised determination of pH, phosphorous retention index (PRI) and electrical conductivity on 2 samples.

The laboratory test results are presented in Appendix E along with the test methods followed. A summary of the test results is presented in the Attached Table 2 at the end of the text.

9. SITE ASSESSMENT

9.1. Geology and Surface Geology

The Corrigin sheet of the 1:250,000 scale Geological series map indicates that the area is underlain by colluvium and minor alluvium.

The investigation found subsurface conditions generally comprised sandy clay over inferred rock. This is broadly consistent with the geology maps and the previous Golder study.

We do not have groundwater information for the site.

9.2. Groundwater

We do not have published groundwater information for this site.

Groundwater was not encountered in any of the boreholes during our investigation (11 February 2024) to the maximum investigated depth of 1.85 m.

9.3. Climate

9.3.1. Rainfall

The nearest Bureau of Meteorology (BoM) weather station to the site is presented below.

Table 4: Bureau of Meteorology Weather Station Details

Location	BoM Station Number	Latitude	Longitude	Elevation
Wickepin	10654	30.78°S	117.50°E	350 m

Monthly rainfall data was sourced for this station on 7 March 2024 and is presented below.

Table 5: Weather Station (10654) Monthly Rainfall Data for All Years (1997-2023) (mm)

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	12.6	16.6	18.4	27	52.7	69.7	68.6	52.7	34.4	25.4	15.6	10.8	404.5

9.3.2. Evaporation

Evaporation data is estimated from The Department of Agriculture and Food (1987)² data. The following data was recorded in Narrogin.

Table 6: Evaporation Data Estimates – Monthly (mm)

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	314	257	217	126	81	50	51	64	99	143	207	286	1895

The evaporation generally exceeds the rainfall annually at the site. June and July are the only months where the rainfall exceeds the evaporation at the site.

9.3.3. Water Balance

A water balance calculation is presented in Appendix D.

The results indicate that a minimum land application area of 320 m² is required for zero storage of wastewater (when disposed via beds and trenches). This exceeds the proposed area of 203 m².

9.4. Exposure

The proposed LAA area has limited tree cover and is generally well exposed to sunlight.

As the site is gently sloping, it has no significant aspect.

9.5. Vegetation

There are three trees present to the south and east of the proposed LAA. The proposed LAA generally comprises with a north-south aligned bund of fill to the east.

We expect that the bund of fill and any vegetation regrowth will be removed. We assume the existing trees will be removed if required.

9.6. Landform and Drainage

No significant drainage features were noted near the site. The only exception is an existing leach drain for a small building about 50 m west of the accommodation site

² Luke, G J, Burke, K L, and O'Brien T M. (1987), *Evaporation data for Western Australia. Department of Agriculture and Food, Western Australia, Perth. Report 65.*

9.7. Slope

The site slopes gently from south-east to north-west.

9.8. Fill (Imported)

There appears to be a relatively low height mound/bund of fill present on the eastern part of the site. The mound comprises similar clayey sand/sandy clay fill to the surrounding subgrade. It is expected this fill will be removed as part of the site preparation.

No significant filling is expected for bulk earthworks, however, approved fill may be required for inverting of leach drains.

9.9. Surface Gravel and Rock Outcrops

No natural surface gravel or rock outcrops were noted.

9.10. Erosion Potential

The site slopes gently from north-west to south-east and overland flow appears minimal.

The Emerson class of the in situ soils varies from Class 2 to Class 5, however given the cohesive nature of the clayey soils and the gentle slope, the erosion potential is considered to be low.

9.11. PDWSAs and SSAs

The site is not mapped as a Public Drinking Water Source Area (PDWSA).

The Department of Planning, Lands and Heritage (DPLH) does not map the site as a sewage sensitive area (SSA).

9.12. Groundwater Separation

Groundwater was not encountered during our field investigation (11 February 2024 – near the end of summer) to the maximum investigated depth of 1.85 m.

The site is not in an SSA or PDWSA and has a soil class greater than 3. On this basis, a separation to groundwater of 0.6 m is required.

In view of the elevation of the site, we would expect the permanent groundwater table to be at a significant depth below surface.

The separation to groundwater can be met. We recommend that the base of the leach drains be 0.6 m above the refusal depths encountered on the test pits (i.e., the base of the leach drains should not be deeper than around 0.6 m below the current surface level).

9.13. Surface Waters and Separation from Water Resources

No significant drainage features are noted near the site.

The minimum 6 m separation between drainage features and the LAA will therefore be met.

9.14. Rainfall Run-on and Seepage

The in-situ soils have a low permeability. Earthworks will need to include removal of the existing bund/mound of clayey fill to the east to ensure the subgrade is consistently shaped to drain.

The site must also be graded to prevent stormwater run-on to the LAA. This can be achieved in the civil design by grading the finished surface away from the LAA and using interception bunds as required.

9.15. Flood Potential

The site is not mapped as a flood risk area by the Department of Water (DoW).

9.16. Setbacks

The following horizontal setbacks are applicable.

Table 7: Required Horizontal Setback Distances (AS1547)

Feature	Sub-Type	Horizontal Setback Distance (m)
Treatment tanks to buildings, property boundaries, driveways, paths and other tanks	-	1.2
Trenches, beds and soak wells to boundary, building, tanks and other land application systems	-	1.8
Trenches, beds and soak wells to trafficable areas	-	1.2
Any land application system to wells, streams, private bores or underground source of water intended for human consumption	-	30
Trenches, beds and soak wells to subsoil drains or open drainage channels	-	6.0
Spray irrigation	Boundaries, buildings, driveways etc.	1.8
	Subsoil and open drains	6.0
	Swimming pools	3.0
	Treatment tanks	1.2
Subsurface Drippers	Boundaries, buildings, driveways etc.	0.5
	Subsoil and open drains	3.0
	Swimming pools	2.0
	Garden bore	10.0
On-site waste system to water resources (river, stream etc.)	-	100

All setbacks can be met on the site, provided surface water run-off is directed away from the LAA.

9.17. Land Application Area (LAA)

9.17.1. Government Sewerage Policy

The required minimum Land Application Area (LAA) has been determined in accordance with Schedule 2 of the GSP (2019) using the conversion factors as follows:

Table 8: Conversion Factors used to calculate minimum required LAA (GSP 2019)

Soil Category	Soil Texture	Conversion Factors	
		Primary Treatment	Secondary Treatment
5	Light clays	1.284	0.333

Based on the soil results and other site constraints (very low permeability soils etc.), we recommend secondary treatment (i.e., via ATUs) to minimise the required LAA and to control on site risk (i.e., to facilitate sufficient nutrient stripping).

For the estimated hydraulic load of 2,880 L/day, the calculated minimum land application area is 959 m² for secondary treatment.

If only primary treatment is done, the required LAA size would be 3,698 m².

9.17.2. Summary

The table below presents a summary of the required LAA.

Table 9: Summary of the available and minimum LAA

Item	Section of SSE	Land Application Area (m ²)
GSP (2019) Minimum (Secondary Treatment)	Section 9.17.1	959
Area required to meet water balance	Section 9.3.3	320
MINIMUM REQUIRED LAA		959

10. SOIL ASSESSMENT

10.1. Subsurface Profile

The subsurface conditions across the site are relatively consistent and can be summarised as follows:

- ⚡ TOPSOIL: Sandy CLAY (CL): low plasticity, typically grey and brown, with fine to coarse grained sand, trace to with gravel, trace organics, possible fill, extending from surface to a typical depth of 0.1 m; overlying
- ⚡ Sandy CLAY (CL-CM): low and medium plasticity, typically grey and brown with some yellow-brown and red variations, with 40-60% fine to coarse grained sand, trace gravel, dry, very stiff to hard (apparent hardness due to desiccation), extending to depths typically ranging from 1.2 m to 1.85 m; overlying
- ⚡ Inferred Rock: probably iron indurated weathered granite.

Notes:

- ⚡ A north-south aligned bund of clayey fill (ie above ground) was encountered on the eastern part of the site (refer to Figure 1).
- ⚡ Clayey SAND was encountered from 0.5 to 1.5 m in BH01.
- ⚡ FILL: GRAVEL was encountered in BH02.
- ⚡ Refusal occurred at 0.5 m in BH05.

10.2. Soil Category

We have assessed the soil types based on our visual-tactile assessment, laboratory and infiltration testing, in accordance with Table L1 of AS1547.

The subsurface soils typically exposed in the boreholes is low and medium plasticity sandy clay and in-situ constant head infiltration testing indicates this material has a relatively low permeability (0.10 m/day – 0.13 m/day).

Based on the above, a Soil Category 5 (moderately structured) is considered applicable for the disposal area in accordance with AS1547.

10.3. Design Loading Rates

Based on Table L1 of AS1547-2012, the following design loading rates (DLRs) are considered applicable.

Table 10: Design Loading/Irrigation Rates (mm/day)

Soil Category	Indicative permeability (k_{sat}) (m/d)	Trenches and Beds		
		Primary Treated Effluent (Conservative Rate)	Primary Treated Effluent (Conservative Rate)	Primary Treated Effluent (Conservative Rate)
5 (moderately structured)	0.06-0.12	-	5	10

Secondary treatment of effluent is recommended on this site to be in line with the systems in place for the existing accommodation and to reduce the required LAA. A design loading rate of 10 mm/day has been used in water balance calculations.

10.4. Soil Chemistry

The results of the soil chemistry testing and the values associated with level of constraint (as outlined in AS1547-2012) are presented below.

Table 11: Soil Chemistry Summary

Chemical Feature	Test Results	Level of Constraint/Risk (AS1547)		
		Low	Medium	High
pH	5.9-6.2	6-8	4.5-6	<4.5, >8
Electrical Conductivity (dS/m)	0.16-0.40	<0.3	0.3-2	>2
Phosphorus retention index (PRI) ¹	21-390	>20	5-20	<5

NOTES: 1. Phosphorus retention index requirements are based on our interpretation of The Department of Primary Industries and Regional Development Standards for Land Resource Mapping (2005), as this is not specified in AS1547.

The laboratory test results typically indicate:

- ✦ a low risk based on soil PRI;
- ✦ a low to medium risk based on soil electrical conductivity; and
- ✦ a low to medium risk based on soil pH

The Emerson class numbers on the samples varied from Class 2 (somewhat dispersive when immersed) to Class 5 (dispersed only when shaken in a 1:5 soil:water suspension).

Notwithstanding the results above, given that the LAA will be flat, we consider the overall risk of erosion at the site is low.

We therefore do not consider that any modification to the site soils is required to increase nutrient stripping capacity.

11. SITE AND SOIL ASSESSMENT RESULTS

A risk-based assessment has been carried out in accordance with AS1547-2012 and is presented below. This assessment is based on the information presented in Sections 9 and 10.

Table 12: Site and Soil Risk Based Assessment (AS1547)

Characteristic	Level of Constraint	Mitigation Measures
Climate	Low	System is designed to consider water balance. Refer to Section 9.3.3.
Exposure	Low	-
Vegetation	Low	Encourage other plant growth to promote nutrient uptake.
Landform & Drainage	Low	-
Slope	Low	Site is flat.
Fill (Imported)	Low	Any fill required should have similar qualities to existing site soils (i.e., ideally site-derived).
Surface Gravel and Rock Outcrops	Low	-
Erosion Potential	Low	-
Separation from Groundwater	Moderate	No groundwater encountered. Surface water (stormwater) must be diverted away from LAA. 0.6 m separation to refusal (assumed ferricrete) is recommended.
PDWSAs and SSAs	Nil	-
Surface Water	Low	Site must grade to drainage areas away from LAA. LAA must be 6 m from proposed drainage basin and any drains.
Rainfall Run-on	Low	Stormwater runoff will be diverted away from LAA
Flood Potential	Low	The site is not a recognised floodplain
Setbacks	Low	Refer Section 9.16
Available LAA	Low	Site comprises open ground with abundant space
Sufficient Profile Depth	Low	-
Depth to water table	Low	Groundwater not encountered to the maximum investigated depth of 2.3 m near the end of winter.
Coarse Fragments	Low	n/a
Soil Colour & Mottling	Low	-
Soil Permeability and Design Loading Rates	Moderate	Soil permeability is 0.13-0.45 m/day. An ATU is recommended
pH	Low to medium	pH is low to medium risk Site has overall low erosion/dispersion risk.
Electrical Conductivity	Low to medium	EC is low to medium risk
Phosphorus Adsorption	Low	Phosphorus adsorption is high

We consider that all the constraints at the site can be appropriately mitigated using the risk-based approach outlined in AS1547-2012.

12. SITE SUITABILITY AND RECOMMENDATIONS

We consider that the site is suitable for on-site disposal of wastewater. Disposal via beds/trenches (i.e., leach drains) is appropriate provided that:

- ✦ An aerobic treatment unit (ATU) is used to similar to the existing accommodation site to reduce the required LAA (note that primary treatment, i.e., septic tanks are possible at this site, but the required LAA would be much larger).
- ✦ We recommend inverting of leach drains to reduce the depth of disposal and increase the separation from cemented materials/rock (minimum 0.6 m separation to ferricrete is recommended).
- ✦ The required setbacks are met for the proposed LAA.
- ✦ Stormwater run-on and run-off are controlled in the civil design using grading and interception bunds.
- ✦ The mound/bund of fill is removed to the east as part of the earthworks and the subgrade is adequately shaped to drain as required.

Land Application Area

A minimum land application area (LAA) of 959 m² is required (where secondary treatment is done) and this land appears available for use, subject to removal of nearby trees and/or slight repositioning and realignment of the leach drains.

Treatment System

The treatment systems must be designed and installed in accordance with AS1547-2012 and the Department of Health Regulations. Department of Health approved disposal and treatment systems must be used.

The location of the treatment and disposal systems must meet the setback requirements as outlined in Section 9.16.

As previously discussed, secondary treatment (i.e., via an ATU) should be done at this site. ATUs (or any other proposed system) must be certified to AS1546.3 (2008) and require approval by the Chief Health Officer. A list of approved ATUs is presented in Table 2 on the Department of Health website. The selected ATU must meet the hydraulic loading for the site (estimated to be 2,880 L/day) and must treat sewage to achieve the following nutrient targets:

- ✦ Phosphorous: <1 mg/L
- ✦ Nitrogen: <10 mg/L

13. CLOSURE

GALT GEOTECHNICS



Harry Chambers
Geotechnical Engineer



Sean Coffey CPEng
Geotechnical Engineer

[https://galtgeo.sharepoint.com/sites/wag240040/shared documents/01 cbh si accommodation/03 correspondence/wag240040-01 003 r rev0 - sse.docx](https://galtgeo.sharepoint.com/sites/wag240040/shared%20documents/01%20cbh%20si%20accommodation/03%20correspondence/wag240040-01%20003%20r%20rev0%20-%20sse.docx)

Attached Table 1: Summary of Geotechnical Laboratory Test Results

Test Name	Sample Depth (m)	Soil Class (AS1726 2017)	Gravel (%)	Sand (%)	Fines (%)	LL (%)	PI (%)	LS (%)	MMDD (t/m ³)	OMC (%)	CBR (%)	CBR Swell (%)	ECN
BH01/ BH06	0.3-0.5	Sandy CLAY (CI)	12	48	40	38	24	10.5	1.93	11.5	3.5	1.5	-
BH01	1.3-1.5	Clayey SAND (SC)	12	56	32	31	11	5.0	-	-	-	-	-
BH03	0.8-1.0	Sandy CLAY (CL)	4	56	40	32	17	7.0	-	-	-	-	-
BH04	0.5-0.9	Sandy CLAY (CL)	13	45	42	34	20	9.0	-	-	-	-	2
BH05	0.2-0.5	Sandy CLAY	3	52	45	-	-	-	-	-	-	-	5

- Notes**
- Particle size distribution (by mass)
Gravel: 2.36 mm – 63 mm Sand: 0.075 mm – 2.36 mm Fines: <0.075 mm
 - Atterberg Limits
LL: Liquid limit PI: Plasticity index LS: Linear shrinkage
 - Modified compaction
MMDD: Modified maximum dry density OMC: Optimum moisture content
 - CBR: California bearing ratio
Remoulding dry density ratio: 95% MMDD Surcharge: 4.5 kg Soaking: 4-day soaked
 - ECN: Emerson Class Number

Attached Table 2: Summary of Cehmical Laboratory Test Results

Test Location	Sample Depth (m)	Phosphorous Retention Index (PRI)	pH	Electrical Conductivity (µS/cm)
BH04	0.5-0.9	21	5.9	160
BH05	0.2-0.5	390	6.2	400

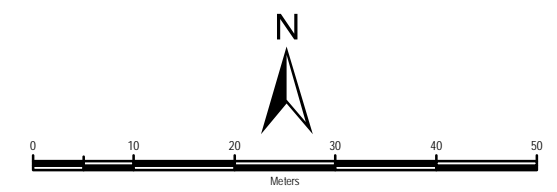
- NOTES:** 1. PRI – Phosphorus Retention Index EC – Electrical Conductivity

Figures



Legend

- Site Boundary
 - Approximate Extent of Bund
 - + Borehole
 - Borehole / Guelph Permeameter
 - Borehole / Standpipe / Guelph Permeameter
 - Test Pit
- Golder Associates Test Locations - March 2018**



NOTES
Aerial Imagery and Cadastre sourced from Landgate/SLIP

<p>SITE LOCATION Narrogin</p> <p>NARROGIN</p>	SCALE	1:750	(A3)
	DRAWN	CED	
	DATE DRAWN	7/3/2024	
	CHECKED	-	
	DATE CHECKED	-	
PROJECTION		GDA 1994 MGA Zone 50	

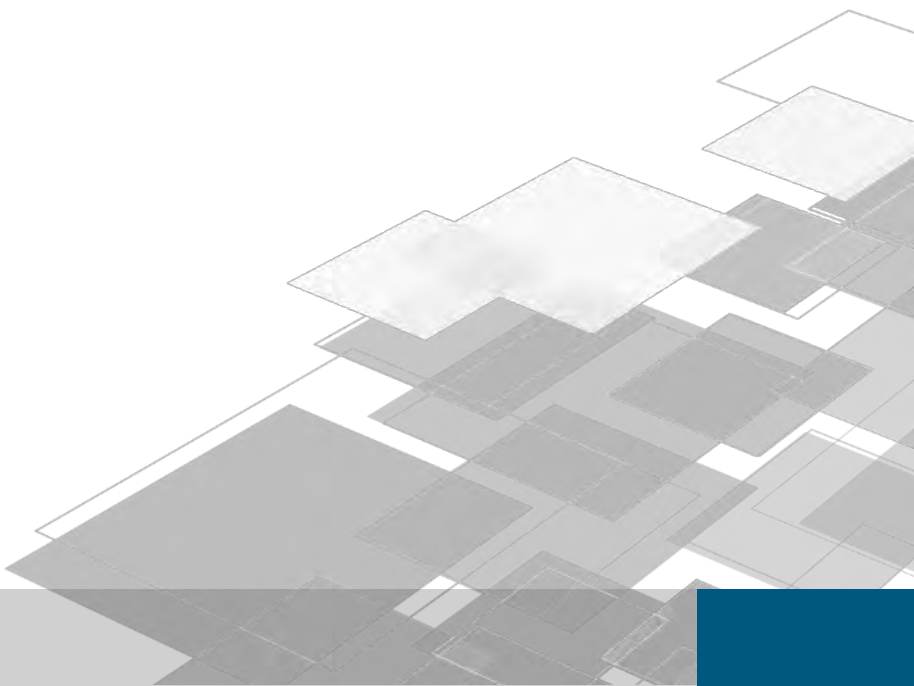
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CLIENT	COOPERATIVE BULK HANDLING (CBH) LTD		
PROJECT	PROPOSED ACCOMMODATION		
LOCATION	6532 WILLIAMS-KONDININ ROAD WICKEPIN		
TITLE	SITE & LOCATION PLAN		
Job No	WAG240040-01	Fig No	FIGURE 1
		Rev	A

Appendices

Appendix A: Golder Test Pit Report - 2018





CLIENT: CBH Group
 PROJECT: CBH Reveal Facility Upgrades
 LOCATION: Wickepin, WA
 JOB NO: 1894573

COORDS: 545973.0 m E 6372191.0 m N MGA94 50
 PIT DEPTH: 1.60 m
 BUCKET TYPE: 600mm Tooth Bucket

SHEET: 1 OF 1
 MACHINE: Volvo BL71 Backhoe
 CONTRACTOR: CJ & KP Brown
 LOGGED: CC DATE: 23/1/18
 CHECKED: MW DATE: 9/2/18

Excavation				Sampling			Field Material Description											
METHOD	EXCAVATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	GROUP SYMBOL	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DCP TEST (AS1289.6.3.2) Blows per 150 mm							
											0	5	10	15	20	25		
EX	L		0.0				SP	TOPSOIL: SAND fine to coarse grained, sub-rounded to sub-angular, trace fine to coarse grained, sub-angular ferricrete gravel, trace fines, several logs and wood fragments up to 400mm in length and 150mm in diameter	D		Seat							
			0.30			SC	Clayey SAND fine to coarse grained, sub-rounded to sub-angular, orange mottled grey, approximately 25-30% medium plasticity clay, grey is higher in clay content (40%), alluvial	L - MD										
			0.50				sub-angular to angular, orange, approximately 10-15% medium plasticity clay, residual	MD										
			1.00				sub-angular to angular, dark orange, trace fine grained, angular to sub-angular gravel	M										
			1.5						MD - D									
			2.0					TEST PIT DISCONTINUED @ 1.60 m TARGET DEPTH GROUNDWATER NOT ENCOUNTERED BACKFILLED										
			2.5															
			3.0															

GAP 8.16.4 LIB:GLB Log GAP NON-CORED FULL PAGE 1894573_WICKEPIN.GPJ <-DrawingFile>> 02/03/2018 15:46 8.30.003 Datgel Tools

This report of test pit must be read in conjunction with accompanying notes and abbreviations. It has been prepared for geotechnical purposes only, without attempt to assess possible contamination. Any references to potential contamination are for information only and do not necessarily indicate the presence or absence of soil or groundwater contamination.



CLIENT: CBH Group
PROJECT: CBH Reveal Facility Upgrades
LOCATION: Wickiepin, WA
JOB NO: 1894573

COORDS: 545973.0 m E 6372191.0 m N MGA94 50
PIT DEPTH: 1.60 m
BUCKET TYPE: 600mm Tooth Bucket

SHEET: 1 OF 1
MACHINE: Volvo BL71 Backhoe
CONTRACTOR: CJ & KP Brown
LOGGED: CC DATE: 23/1/18
CHECKED: MW DATE: 9/2/18



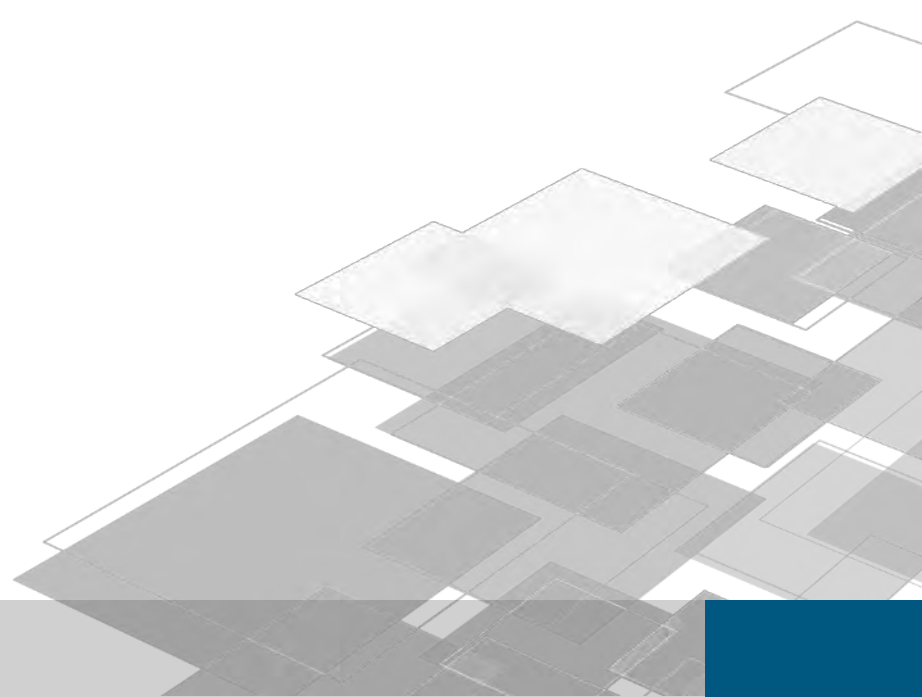
1. Spoil



2. Test Pit

This report of test pit photographs must be read in conjunction with accompanying notes and abbreviations. It has been prepared for geotechnical purposes only, without attempt to assess possible contamination. Any references to potential contamination are for information only and do not necessarily indicate the presence or absence of soil or groundwater contamination.

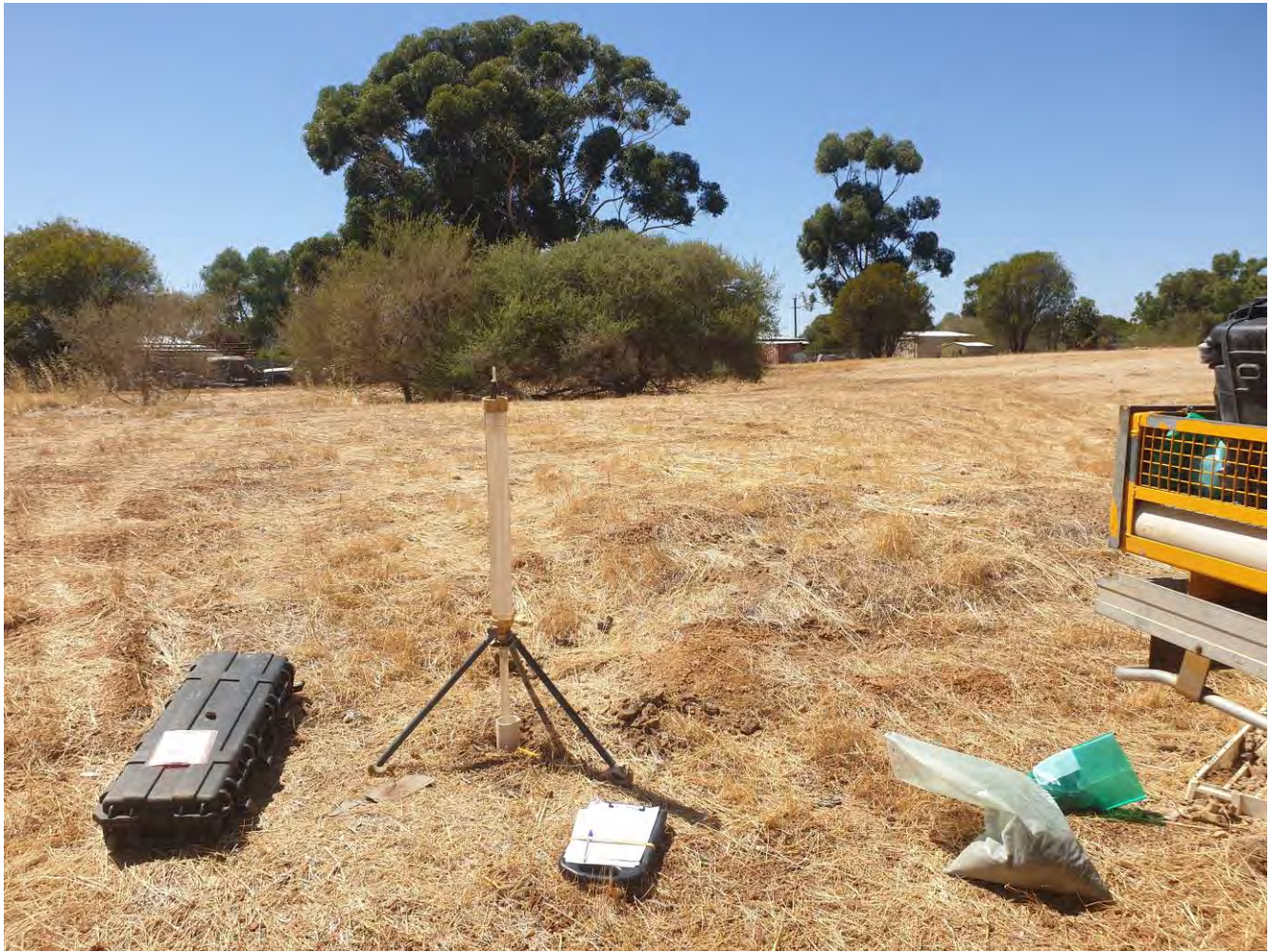
Appendix B: Site Photographs



Photograph 1: General view of proposed accommodation site looking north



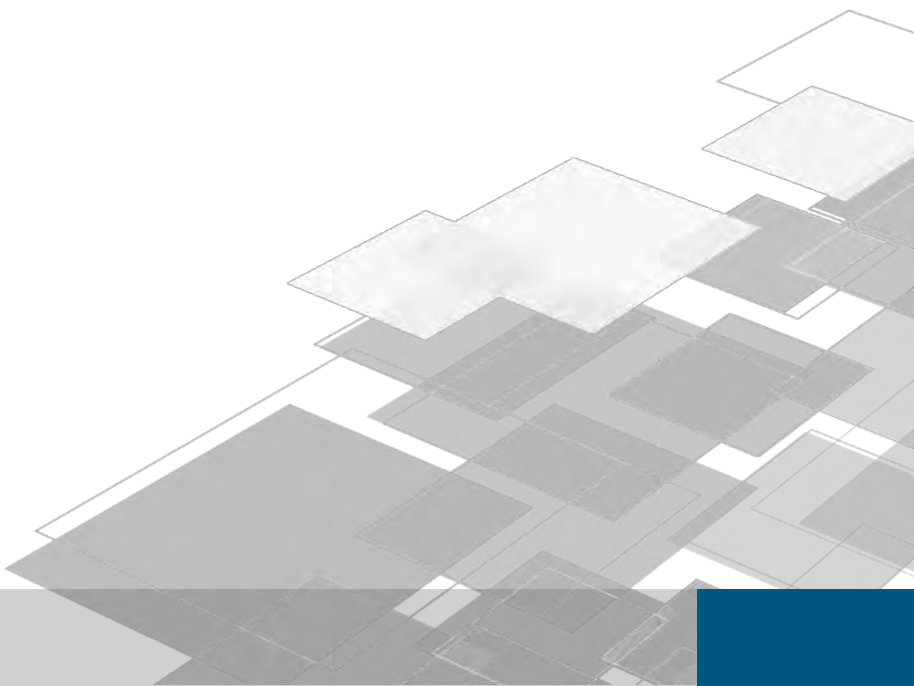
Photograph 2: Guelph permeameter testing at proposed effluent disposal site



Photograph 3: General view of accommodation site looking south



Appendix C: Borehole Reports



METHOD OF SOIL DESCRIPTION BOREHOLE AND TEST PIT REPORTS



GRAPHIC LOG & SOIL CLASSIFICATION SYMBOLS

Graphic	USCS	Soil Name
		FILL (various types)
		COBBLES / BOULDERS
	GP	GRAVEL (poorly graded)
	GW	GRAVEL (well graded)
	GC	Clayey GRAVEL
	GM	Silty GRAVEL
	SP	SAND (poorly graded)
	SW	SAND (well graded)
	SC	Clayey SAND

Graphic	USCS	Soil Name
	SM	Silty SAND
	ML	SILT (low liquid limit)
	MH	SILT (high liquid limit)
	CL	CLAY (low plasticity)
	CI	CLAY (medium plasticity)
	CH	CLAY (high plasticity)
	OL	Organic SILT (low liquid limit)
	OH	Organic SILT (high liquid limit)
	Pt	PEAT

NOTE: Dual classification given for soils with a fines content between 5% and 12%.

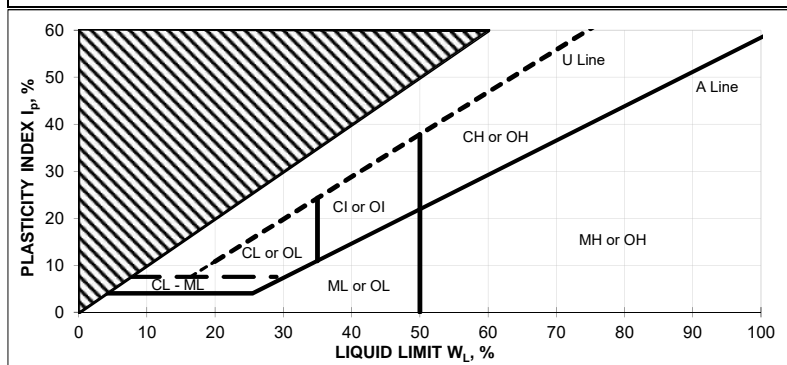
SOIL CLASSIFICATION AND INFERRED STRATIGRAPHY

Soil descriptions are based on AS1726-2017. Material properties are assessed in the field by visual/tactile methods in combination with field and laboratory testing techniques (where used).

NOTE: AS 1726-2017 defines a fine grained soil where the total dry mass of fine fractions (<0.075 mm particle size) exceeds 35%.

PARTICLE SIZE		
Soil Name	Particle Size (mm)	
BOULDERS	>200	
COBBLES	63 to 200	
GRAVEL	Coarse	19 to 63
	Medium	6.7 to 19
	Fine	2.3 to 6.7
SAND	Coarse	0.6 to 2.36
	Medium	0.21 to 0.6
	Fine	0.075 to 0.21
FINES	SILT	0.002 to 0.075
	CLAY	<0.002

PLASTICITY - MODIFIED CASAGRANDE CHART - AS1726-2017



RESISTANCE TO EXCAVATION		
Symbol	Term	Description
VE	Very easy	All resistances are relative to the selected method of excavation
E	Easy	
F	Firm	
H	Hard	
VH	Very hard	

MOISTURE CONDITION	
Symbol	Term
D	Dry
M	Moist
W	Wet

CEMENTATION	
Cementation	Description
Weakly cemented	Soil may be easily disaggregated by hand in air or water
Moderately cemented	Effort is required to disaggregate the soil by hand in air or water

CONSISTENCY		
Symbol	Term	Undrained Shear Strength (kPa)
VS	Very Soft	0 to 12
S	Soft	12 to 25
F	Firm	25 to 50
St	Stiff	50 to 100
VSt	Very Stiff	100 to 200
H	Hard	>200

ORGANIC SOILS	
Material	Organic Content % of dry mass
Inorganic soil	<2%
Organic soil	2% to 25%
Peat	>25%

DENSITY		
Symbol	Term	Density Index (%)
VL	Very Loose	<15
L	Loose	15 to 35
MD	Medium Dense	35 to 65
D	Dense	65 to 85
VD	Very Dense	>85

EXPLANATORY NOTES TO BE READ WITH BOREHOLE AND TEST PIT REPORTS



METHOD OF DRILLING OR EXCAVATION

AC	Air Core	E	Excavator	PQ3	PQ3 Core Barrel
AD/T	Auger Drilling with TC-Bit	EH	Excavator with Hammer	PT	Push Tube
AD/V	Auger Drilling with V-Bit	HA	Hand Auger	R	Ripper
AT	Air Track	HE	Hand Excavation	RR	Rock Roller
B	Bulldozer Blade	HQ3	HQ3 Core Barrel	SON	Sonic Rig
BH	Backhoe Bucket	N	Natural Exposure	SPT	Driven SPT
CT	Cable Tool	NMLC	NMLC Core Barrel	WB	Washbore
DT	Diatube	PP	Push Probe	X	Existing Excavation

SUPPORT

T Timbering

PENETRATION EFFORT (RELATIVE TO THE EQUIPMENT USED)

VE	Very Easy	E	Easy	F	Firm
H	Hard	VH	Very Hard		

WATER

▶	Water Inflow	▼	Water Level
◀	Water Loss (complete)		
◁	Water Loss (partial)		

SAMPLING AND TESTING

B	Bulk Disturbed Sample	P	Piston Sample
BLK	Block Sample	PBT	Plate Bearing Test
C	Core Sample	U	Undisturbed Push-in Sample
CBR	CBR Mould Sample	U50:	50 mm diameter
D	Small Disturbed Sample	SPT	Standard Penetration Test
ES	Environmental Soil Sample		Example: 3, 4, 5 N=9
EW	Environmental Water Sample		3,4,5: Blows per 150 mm
G	Gas Sample		N=9: Blows per 300 mm after
HP	Hand Penetrometer		150 mm seating interval
LB	Large Bulk Disturbed Sample	VS	Vane Shear; P = Peak
M	Mazier Type Sample		R = Remoulded (kPa)
MC	Moisture Content Sample	W	Water Sample

ROCK CORE RECOVERY

$$\text{TCR} = \text{Total Core Recovery (\%)} = \frac{\text{CRL}}{\text{TCL}} \times 100$$

$$\text{RQD} = \text{Rock Quality Designation (\%)} = \frac{\text{ALC} > 100}{\text{TCL}} \times 100$$

TCL Length of Core Run

CRL Length of Core Recovered

ALC>100 Total Length of Axial Lengths of Core Greater than 100 mm Long

Job Number: WAG240040-01	Contractor: Galt Geotechnics	Date: 11/02/2024
Client: Co-operative Bulk Handling (CBH) Ltd	Drill Rig: Scout EVH	Logged: AM
Project: Proposed Accommodation	Inclination: -90°	Checked Date: 06/03/2024
Location: CBH Wickepin Facility 6532 Williams-Kondinin Road, Wickepin		Checked By: HWC

Drilling				Sampling			Field Material Description					
METHOD	PENETRATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
ADV	F		0.0				CI	Sandy CLAY: 40-50% medium plasticity, grey, with gravel, approximately 35-45% fine to medium grained sand	VSt -			Consistency/density based on DCP
	F-H		0.5	B(BH01-1)					D			
			1.0				SC	Clayey SAND: fine to medium grained, pale red mottled pale grey, approximately 30-35% low plasticity fines, trace gravel				
			1.5		B(BH01-2)			Hole terminated at 1.50 m Target depth Groundwater not encountered				
			2.0									
			2.5									

Sketch & Other Observations



Comments:

See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions

Job Number: WAG240040-01	Contractor: Galt Geotechnics	Date: 11/02/2024
Client: Co-operative Bulk Handling (CBH) Ltd	Drill Rig: Scout EVH	Logged: AM
Project: Proposed Accommodation	Inclination: -90°	Checked Date: 06/03/2024
Location: CBH Wickepin Facility 6532 Williams-Kondinin Road, Wickepin		Checked By: HWC

Drilling				Sampling			Field Material Description					
METHOD	PENETRATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
AD/V	E		0.0			█	GP	FILL: GRAVEL, fine to medium grained, crushed igneous rock and lateritic gravel, grey/brown, with sand, trace roots, trace fines Sandy CLAY: medium plasticity, grey, approximately 45-55% fine to coarse grained sand, trace gravel	VD			Possible fill to 0.5 m Consistency/density based on DCP
	F		0.5				CI		VSt - H			
	F-H		1.5						D			
			2.0					Hole terminated at 1.60 m Refusal - slow drilling Groundwater not encountered				
			2.5									

Sketch & Other Observations



Comments:

See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions

Job Number: WAG240040-01	Contractor: Galt Geotechnics	Date: 11/02/2024
Client: Co-operative Bulk Handling (CBH) Ltd	Drill Rig: Scout EVH	Logged: AM
Project: Proposed Accommodation	Inclination: -90°	Checked Date: 06/03/2024
Location: CBH Wickepin Facility 6532 Williams-Kondinin Road, Wickepin		Checked By: HWC

Drilling				Sampling			Field Material Description				
METHOD	PENETRATION RESISTANCE	WATER	DEPTH (metres)	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
ADV	E		0.0		CL	CL	TOPSOIL: Sandy CLAY, low plasticity, brown, trace roots, approximately 50-60% sand, with fine to medium grained gravel				Possible fill to around 1.0m Consistency/density based on DCP
	F-H		0.5		CL	CL	Sandy CLAY: low plasticity, brown, approximately 55-65% fine to coarse grained sand, trace fine to medium grained gravel				
			1.0	B(BH03-1)			----- Pale brown/yellow	D			
			1.5				Hole terminated at 1.20 m Refusal - slow drilling Groundwater not encountered				
			2.0								
			2.5								

Sketch & Other Observations



Comments:

See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions

Job Number: WAG240040-01	Contractor: Galt Geotechnics	Date: 11/02/2024
Client: Co-operative Bulk Handling (CBH) Ltd	Drill Rig: Scout EVH	Logged: AM
Project: Proposed Accommodation	Inclination: -90°	Checked Date: 06/03/2024
Location: CBH Wickepin Facility 6532 Williams-Kondinin Road, Wickepin		Checked By: HWC

Drilling				Sampling		Field Material Description						
METHOD	PENETRATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
ADV	F-H		0.0			GC		TOPSOIL: Sandy Clayey GRAVEL, fine to medium grained, sub-rounded to rounded, pale red/brown, trace roots				BH04/SP01, standpipe installed to a depth of 1.85 m
	F		0.5		B(BH04-1)	CL		Sandy CLAY: low plasticity, dark brown, approximately 35-45% fine to coarse grained sand, trace gravel				
	F-H		1.0					Approximately 45-55% sand, gravel, pale brown mottled pale grey				
			1.5									
			2.0					Hole terminated at 1.85 m Target depth Groundwater not encountered				
			2.5									

Sketch & Other Observations



Comments:

See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions

Job Number: WAG240040-01	Contractor: Galt Geotechnics	Date: 11/02/2024
Client: Co-operative Bulk Handling (CBH) Ltd	Drill Rig: Scout EVH	Logged: AM
Project: Proposed Accommodation	Inclination: -90°	Checked Date: 06/03/2024
Location: CBH Wickepin Facility 6532 Williams-Kondinin Road, Wickepin		Checked By: HWC

Drilling				Sampling		Field Material Description						
METHOD	PENETRATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY	DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
AD/V	F		0.0			CL-CL	CL-CL	TOPSOIL: Sandy CLAY, low to medium plasticity, red, approximately 55-65% fine to coarse grained sand, with gravel, trace roots				Possible fill
	F-H		0.5			CL-CL	CL-CL	Sandy CLAY: low to medium plasticity, red, approximately 50-60% fine to coarse grained sand, trace gravel	D			
			0.5					Hole terminated at 0.50 m Refusal - slow drilling Groundwater not encountered				
			1.0									
			1.5									
			2.0									
			2.5									

Sketch & Other Observations



Comments:

See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions

Job Number: WAG240040-01	Contractor: Galt Geotechnics	Date: 11/02/2024
Client: Co-operative Bulk Handling (CBH) Ltd	Drill Rig: Scout EVH	Logged: AM
Project: Proposed Accommodation	Inclination: -90°	Checked Date: 06/03/2024
Location: CBH Wickepin Facility 6532 Williams-Kondinin Road, Wickepin		Checked By: HWC

Drilling				Sampling		Field Material Description					
METHOD	PENETRATION RESISTANCE	WATER	DEPTH (metres)	DEPTH RL	SAMPLE OR FIELD TEST	RECOVERED GRAPHIC LOG	SOIL CLASS	SOIL/ROCK MATERIAL DESCRIPTION	MOISTURE CONDITION	CONSISTENCY DENSITY	STRUCTURE AND ADDITIONAL OBSERVATIONS
ADV	F		0.0			CL-CH		TOPSOIL: Sandy CLAY, medium to high plasticity, grey/brown mottled white, approximately 40-50% fine to coarse grained sand			Consistency/density based on DCP
	F-H		0.5		B(BH06-1)	CL		Sandy CLAY: medium plasticity, grey/brown mottled white, approximately 40-50% fine to coarse grained sand		H	
	F		1.0			CL		Pale yellow mottled white, 50-60% fine to coarse grained sand, trace gravel Pale grey		D	
			1.5					Hole terminated at 1.50 m Target depth Groundwater not encountered			
			2.0								
			2.5								

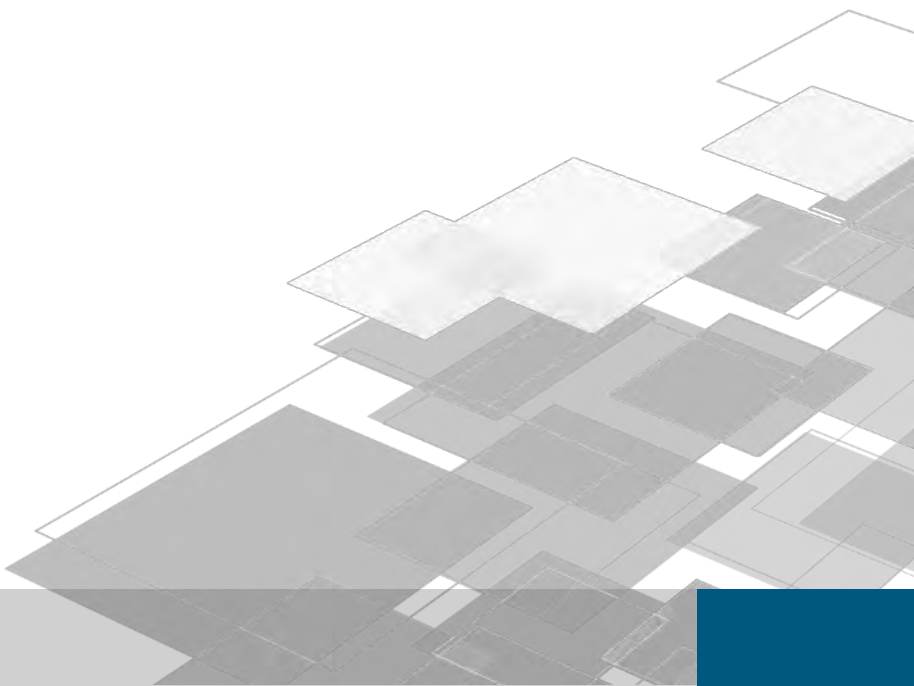
Sketch & Other Observations



Comments:

See Explanatory Notes and Method of Soil Description sheets for details of abbreviations and basis of descriptions

Appendix D: Geotechnical Laboratory Test Results





SOIL | AGGREGATE | CONCRETE | CRUSHING

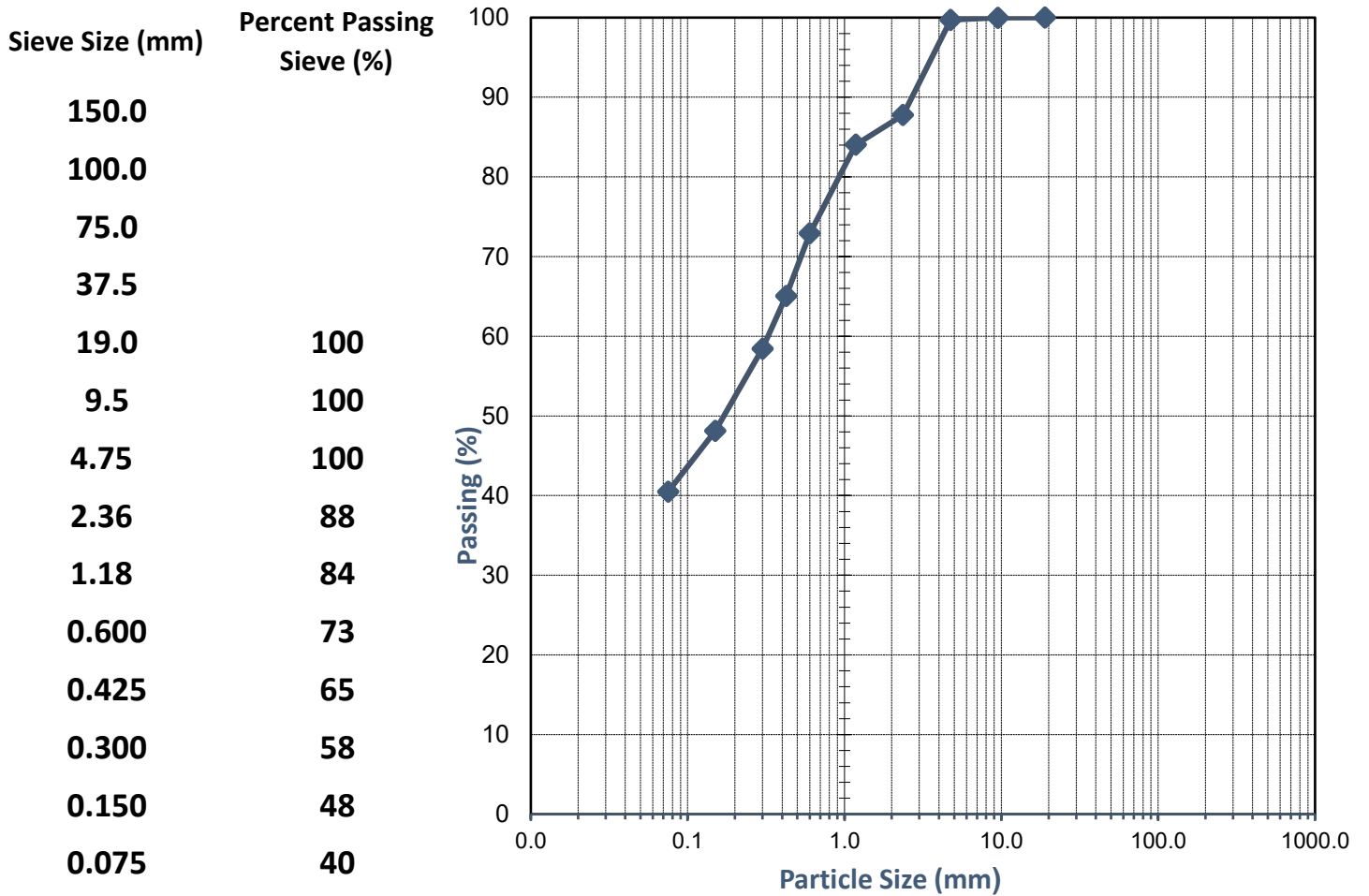
TEST REPORT - AS 1289.3.6.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2552_1_PSD
Project:	Proposed Accommodation	Sample No.	WG24.2552
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH06 + BH01 (0.3-0.5)m	Date Tested:	16/02 - 19/02/2024

TEST RESULTS - Particle Size Distribution of Soil

Sampling Method:

Sampled by Client, Tested as Received



Comments:

Approved Signatory:

Name: Natasha Bielawski

Date: 19/February/2024



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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.3.1.1, 3.2.1, 3.3.1 & 3.4.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2552_1_PI
Project:	Proposed Accommodation	Sample No.	WG24.2552
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH06 + BH01 (0.3-0.5)m	Date Tested:	19/02/2024

TEST RESULTS - Consistency Limits (Casagrande)

Sampling Method:

Sampled by Client, Tested as Received

History of Sample:

Oven Dried <50°C

Method of Preparation:

Dry Sieved

AS 1289.3.1.1	Liquid Limit (%)	38
AS 1289.3.2.1	Plastic Limit (%)	14
AS 1289.3.3.1	Plasticity Index (%)	24
AS 1289.3.4.1	Linear Shrinkage (%)	10.5
AS 1289.3.4.1	Length of Mould (mm)	250
AS 1289.3.4.1	Condition of Dry Specimen:	Curled

Comments:

Approved Signatory:

Name: Madhav Basnet

Date: 20/February/2024



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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.5.2.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2552_1_MMDD
Project:	Proposed Accommodation	Sample No.	WG24.2552
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH06 + BH01 (0.3-0.5)m	Date Tested:	19-02-2024

TEST RESULTS - Modified Maximum Dry Density

Sampling Method:

Sampled by Client, Tested as Received

Sample Curing Time (Hours):

72

Method used to Determine Liquid Limit:

Visual / Tactile Assessment by Competent Technician

Material + 19.0mm (%):

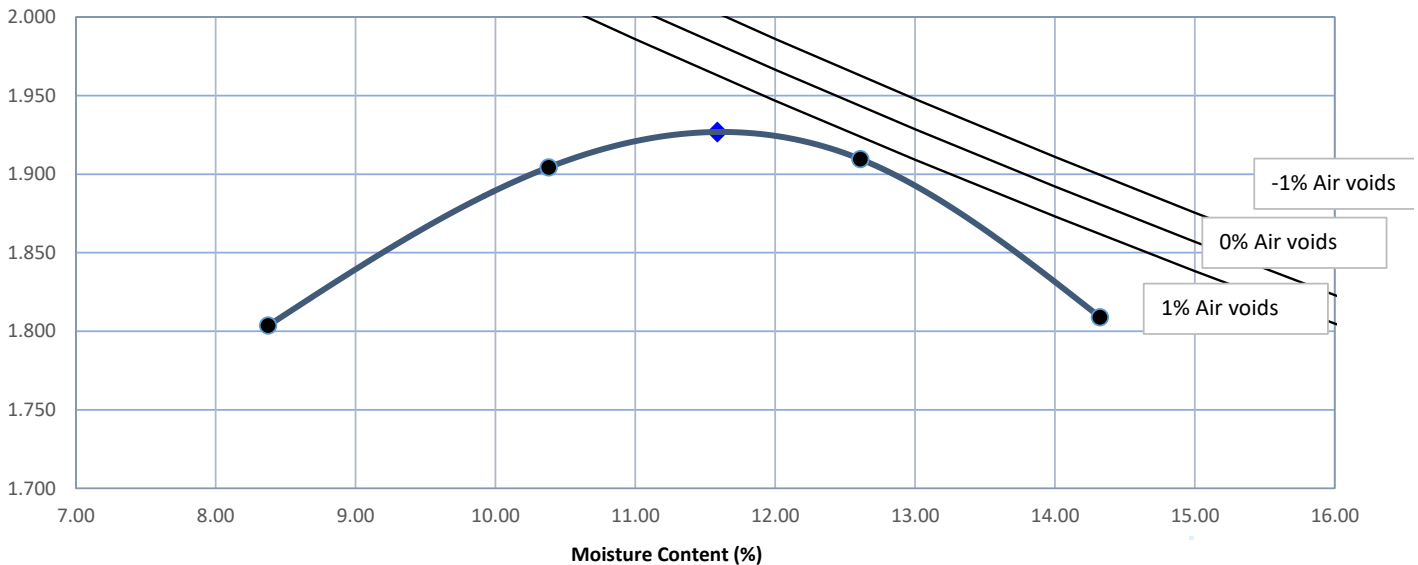
0

Material + 37.5mm (%)

-

Moisture Content (%)	8.4	10.4	12.6	14.3	
Dry Density (t/m ³)	1.804	1.904	1.910	1.809	

Dry Density (t/m³)



Modified Maximum Dry Density (t/m³)

1.93

Optimum Moisture Content (%)

11.5

Comments: The above air void lines are derived from a calculated apparent particle density of 2.574 t/m³

Approved Signatory:

Name: Brooke Elliott

Date: 20-February-2024



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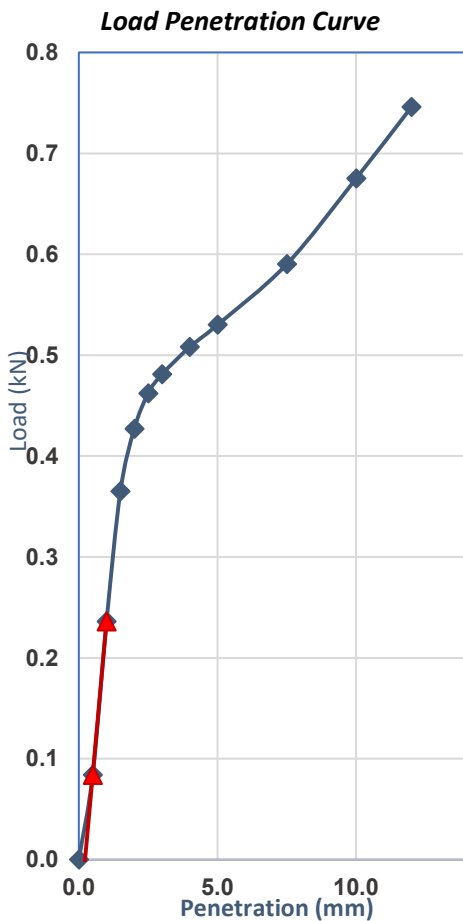
SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.6.1.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2552_1_SCBR
Project:	Proposed Accommodation	Sample No.	WG24.2552
Location:	6532 Williams-Kondinin Road, Wickiepin	Date Sampled:	Not Specified
Sample Identification:	BH06 + BH01 (0.3-0.5)m	Date Tested:	19/02 - 26/02/2024

TEST RESULTS - CALIFORNIA BEARING RATIO

Sample Description: Sandy Clay trace Gravel
 Sampling Method: Sampled by Client, Tested as Received



Compaction Details			
Compaction Method	AS 1289.5.2.1	Hammer Type	Modified
Plasticity Determined by	Estimated	Curing Time (Hours)	48.0
% Retained 19.0mm	0	Excluded/Replaced	Excluded
Maximum Dry Density (t/m ³)	1.93	Optimum Moisture (%)	11.5
Target Dry Density Ratio (%)	95	Target Moisture Ratio (%)	100

Specimen Conditions At Compaction			
Dry Density (t/m ³)	1.82	Moisture Content (%)	12.0
Density Ratio (%)	94.5	Moisture Ratio (%)	103.0

Specimen Conditions After Soak			
Soaked or Unsoaked	Soaked	Soaking Period (days)	4
Surcharges Applied (kg)	4.50	Measured Swell (%)	1.5
Dry Density (t/m ³)	1.79	Dry Density Ratio (%)	93.0
Moisture Content (%)	18.7	Moisture Ratio (%)	161.5

Specimen Conditions After Test			
Top 30mm Moisture (%)	19.2	Remaining Depth (%)	17.6

Correction applied to Penetration: 0.2mm
 Determined at a Penetration of: 2.5mm
 California Bearing Ratio (CBR): 3.5%

Comments:

Approved Signatory:

Name: Cody O'Neill

Date: 27/February/2024



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SOIL | AGGREGATE | CONCRETE | CRUSHING

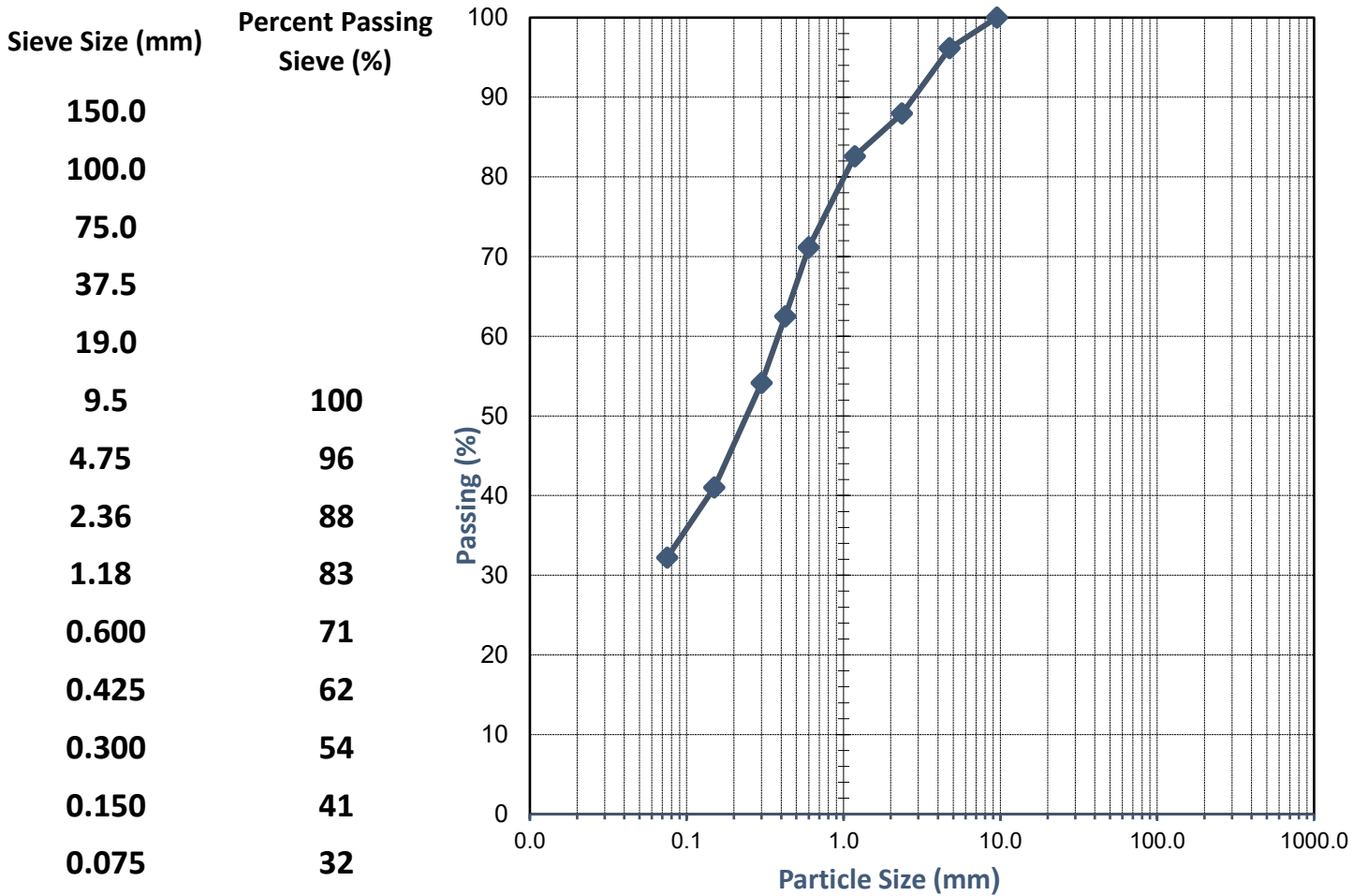
TEST REPORT - AS 1289.3.6.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2553_1_PSD
Project:	Proposed Accommodation	Sample No.	WG24.2553
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH01 (1.3-1.5)m	Date Tested:	16/02 - 19/02/2024

TEST RESULTS - Particle Size Distribution of Soil

Sampling Method:

Sampled by Client, Tested as Received



Comments:

Approved Signatory:

Name: Natasha Bielawski

Date: 19/February/2024



Accreditation No. 20599
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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.3.1.1, 3.2.1, 3.3.1 & 3.4.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2553_1_PI
Project:	Proposed Accommodation	Sample No.	WG24.2553
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH01 (1.3-1.5)m	Date Tested:	19/02/2024

TEST RESULTS - Consistency Limits (Casagrande)

Sampling Method: Sampled by Client, Tested as Received
History of Sample: Oven Dried <50°C
Method of Preparation: Dry Sieved

AS 1289.3.1.1	Liquid Limit (%)	31
AS 1289.3.2.1	Plastic Limit (%)	20
AS 1289.3.3.1	Plasticity Index (%)	11
AS 1289.3.4.1	Linear Shrinkage (%)	5.0
AS 1289.3.4.1	Length of Mould (mm)	250
AS 1289.3.4.1	Condition of Dry Specimen:	-

Comments:

Approved Signatory:

Name: Madhav Basnet

Date: 20/February/2024



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SOIL | AGGREGATE | CONCRETE | CRUSHING

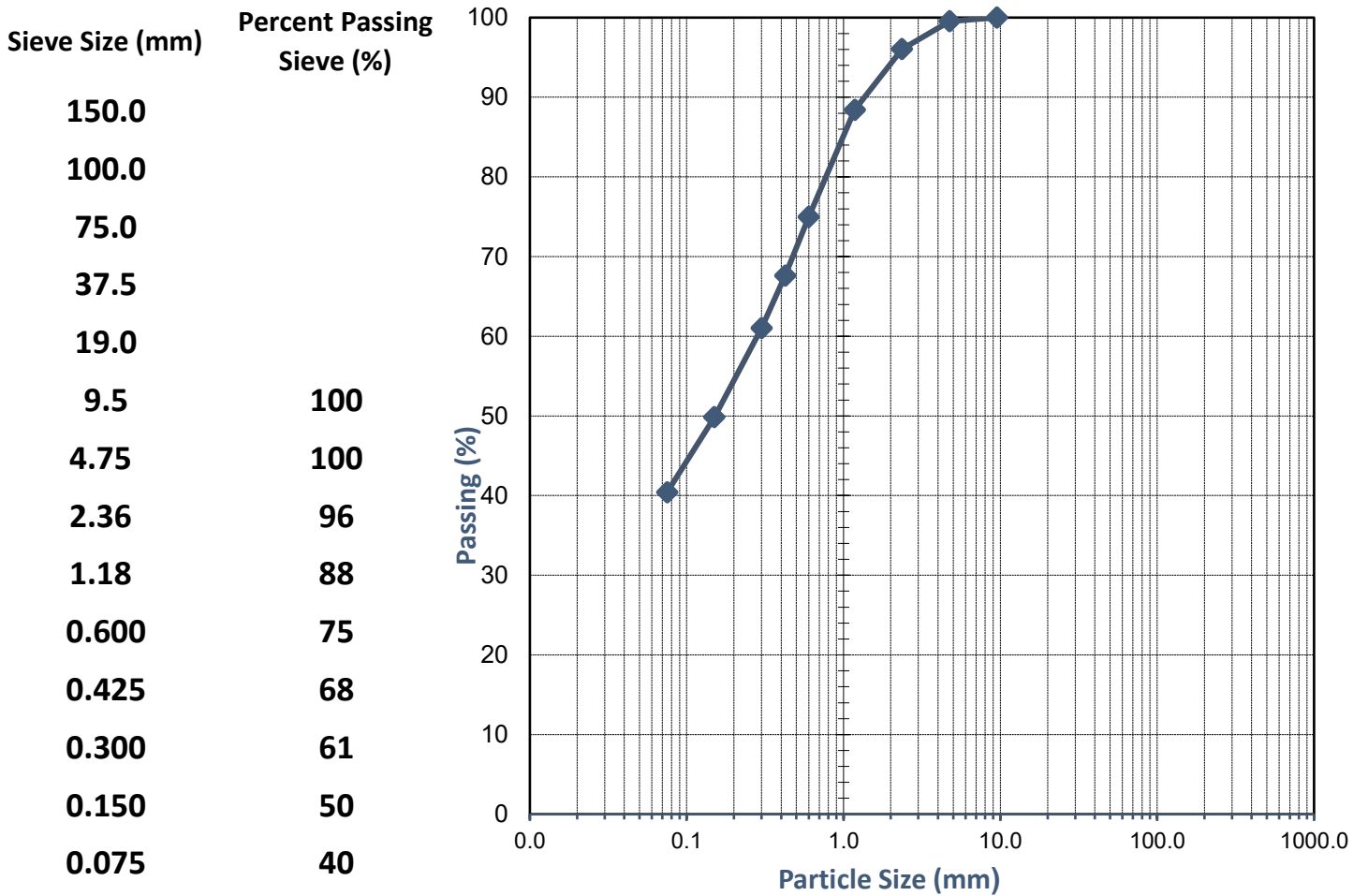
TEST REPORT - AS 1289.3.6.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2554_1_PSD
Project:	Proposed Accommodation	Sample No.	WG24.2554
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH03 (0.8-1.0)m	Date Tested:	16/02 - 19/02/2024

TEST RESULTS - Particle Size Distribution of Soil

Sampling Method:

Sampled by Client, Tested as Received



Comments:

Approved Signatory:

Name: Natasha Bielawski

Date: 19/February/2024



Accreditation No. 20599

Accredited for compliance

with ISO/IEC 17025 - Testing

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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.3.1.1, 3.2.1, 3.3.1 & 3.4.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2554_1_PI
Project:	Proposed Accommodation	Sample No.	WG24.2554
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH03 (0.8-1.0)m	Date Tested:	19/02/2024

TEST RESULTS - Consistency Limits (Casagrande)

Sampling Method:

Sampled by Client, Tested as Received

History of Sample:

Oven Dried <50°C

Method of Preparation:

Dry Sieved

AS 1289.3.1.1	Liquid Limit (%)	32
AS 1289.3.2.1	Plastic Limit (%)	15
AS 1289.3.3.1	Plasticity Index (%)	17
AS 1289.3.4.1	Linear Shrinkage (%)	7.0
AS 1289.3.4.1	Length of Mould (mm)	250
AS 1289.3.4.1	Condition of Dry Specimen:	Cracked

Comments:

Approved Signatory:

Name: Madhav Basnet

Date: 20/February/2024



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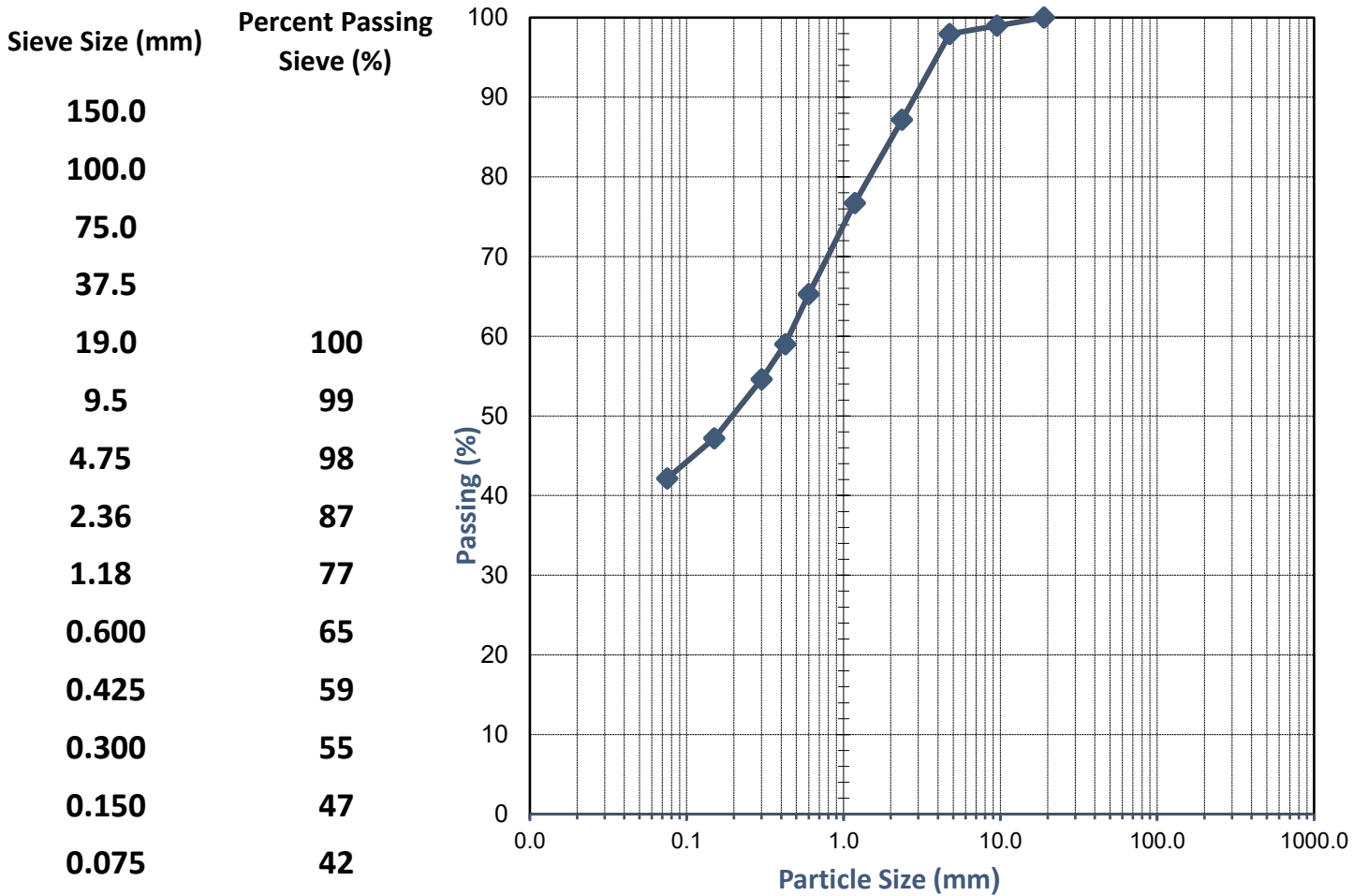
TEST REPORT - AS 1289.3.6.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2555_1_PSD
Project:	Proposed Accommodation	Sample No.	WG24.2555
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH04 (0.5-0.9)m	Date Tested:	16/02 - 19/02/2024

TEST RESULTS - Particle Size Distribution of Soil

Sampling Method:

Sampled by Client, Tested as Received



Comments:

Approved Signatory:

Name: Natasha Bielawski

Date: 19/February/2024



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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.3.1.1, 3.2.1, 3.3.1 & 3.4.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2555_1_PI
Project:	Proposed Accommodation	Sample No.	WG24.2555
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH04 (0.5-0.9)m	Date Tested:	19/02/2024

TEST RESULTS - Consistency Limits (Casagrande)

Sampling Method:

Sampled by Client, Tested as Received

History of Sample:

Oven Dried <50°C

Method of Preparation:

Dry Sieved

AS 1289.3.1.1	Liquid Limit (%)	34
AS 1289.3.2.1	Plastic Limit (%)	14
AS 1289.3.3.1	Plasticity Index (%)	20
AS 1289.3.4.1	Linear Shrinkage (%)	9.0
AS 1289.3.4.1	Length of Mould (mm)	250
AS 1289.3.4.1	Condition of Dry Specimen:	Curled

Comments:

Approved Signatory:

Name: Madhav Basnet

Date: 20/February/2024



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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.3.8.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2555_1_ECN
Project:	Proposed Accommodation	Sample No.	WG24.2555
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH04 (0.5-0.9)m	Date Tested:	20/02/2024

TEST RESULTS - Emerson Class Number

Sampling Method: Sampled by Client, Tested as Received
Source of Material: Not Specified
Soil Description: Sandy Clay trace Gravel
Water Used: Distilled

**EMERSON CLASS
 NUMBER**

2

Comments:

Approved Signatory:

Name: Madhav Basnet

Date: 27/February/2024



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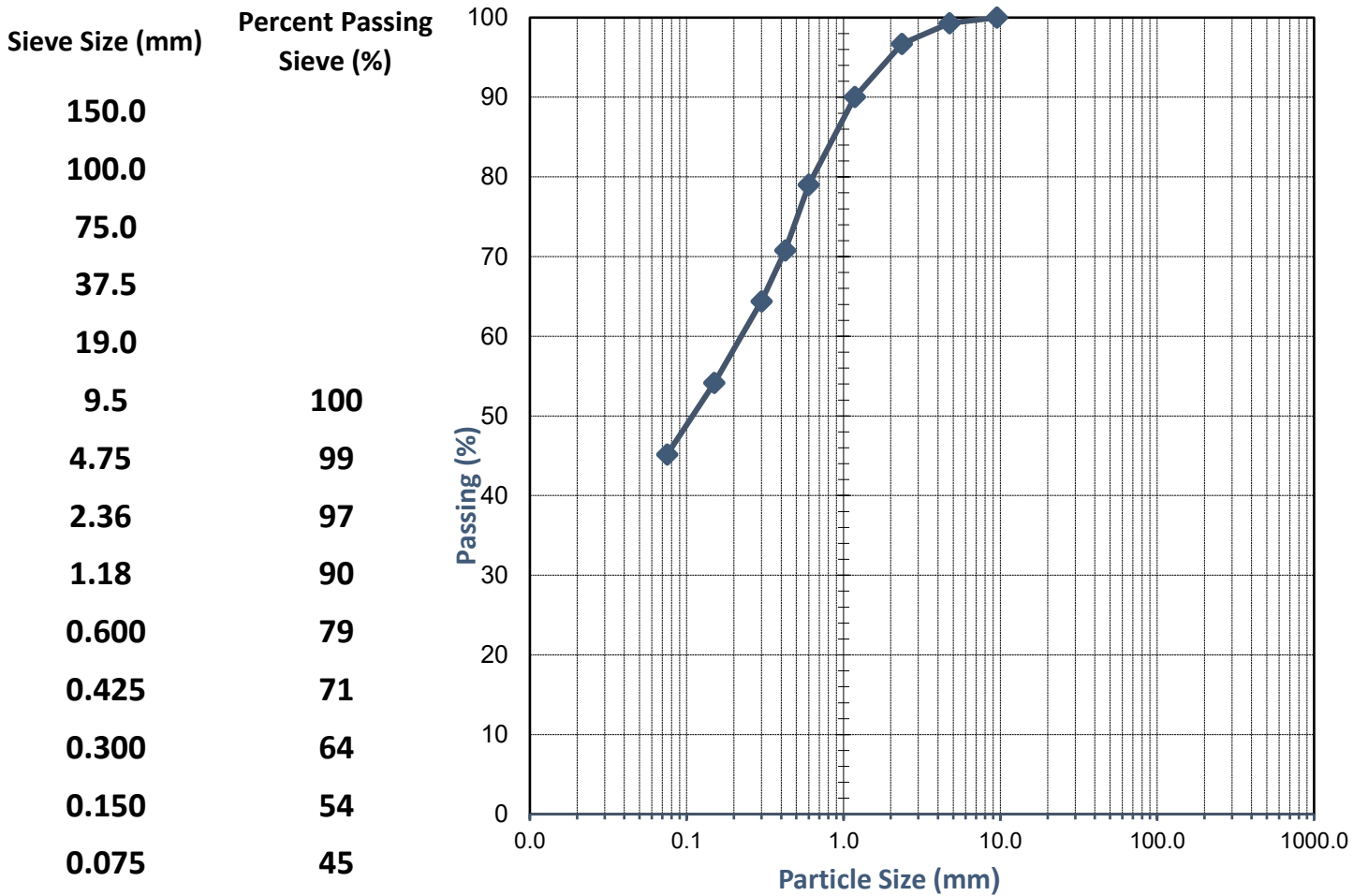
TEST REPORT - AS 1289.3.6.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2556_1_PSD
Project:	Proposed Accommodation	Sample No.	WG24.2556
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH05 (0.2-0.5)m	Date Tested:	16/02 - 19/02/2024

TEST RESULTS - Particle Size Distribution of Soil

Sampling Method:

Sampled by Client, Tested as Received



Comments:

Approved Signatory:

Name: Natasha Bielawski

Date: 19/February/2024



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with ISO/IEC 17025 - Testing

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SOIL | AGGREGATE | CONCRETE | CRUSHING

TEST REPORT - AS 1289.3.8.1

Client:	Cooperative Bulk Handling	Ticket No.	S12240
Client Address:	-	Report No.	WG24.2556_1_ECN
Project:	Proposed Accommodation	Sample No.	WG24.2556
Location:	6532 Williams-Kondinin Road, Wickepin	Date Sampled:	Not Specified
Sample Identification:	BH05 (0.2-0.5)m	Date Tested:	20/02/2024

TEST RESULTS - Emerson Class Number

Sampling Method: Sampled by Client, Tested as Received
Source of Material: Not Specified
Soil Description: Sandy Clay
Water Used: Distilled

**EMERSON CLASS
 NUMBER**

5

Comments:

Approved Signatory:

Name: Madhav Basnet

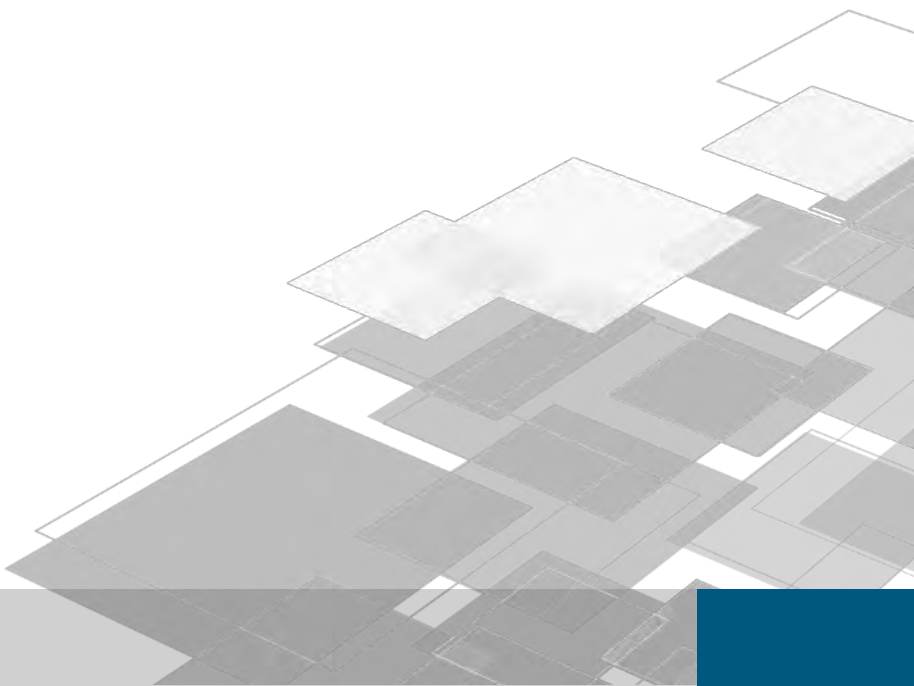
Date: 27/February/2024



Accreditation No. 20599
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Appendix E: Chemical Laboratory Test Results





Envirolab Services (WA) Pty Ltd trading as MPL Laboratories

ABN 53 140 099 207

16-18 Hayden Court Myaree WA 6154

ph +61 8 9317 2505

lab@mpl.com.au

www.mpl.com.au

Certificate of Analysis PFB1016

Client Details

Client Western Geotechnical & Laboratory Services
Contact Brooke Elliot
Address 235 Bank Street, WELSHPOOL, WA, 6101

Sample Details

Your Reference S12240 - Proposed Accommodation - WAG240040-01
Number of Samples 2 Soil
Date Samples Received 16/02/2024
Date Instructions Received 16/02/2024

Analysis Details

Please refer to the following pages for results, methodology summary and quality control data.
Samples were analysed as received from the client. Results relate specifically to the samples as received.
Results are reported on a dry weight basis for solids and on an as received basis for other matrices.

Report Details

Date Results Requested by 27/02/2024
Date of Issue 23/02/2024

NATA Accreditation Number 2901. This document shall not be reproduced except in full.
Accredited for compliance with ISO/IEC 17025. Tests not covered by NATA are denoted with *.

Authorisation Details

Results Approved By Heram Halim, Operations Manager
Laboratory Manager Michael Kubiak

Certificate of Analysis PFB1016

Samples in this Report

Envirolab ID	Sample ID	Matrix	Date Sampled	Date Received
PFB1016-01	WG24.2555 - BH04 (0.5-0.9)m	Soil	16/02/2024	16/02/2024
PFB1016-02	WG24.2556 - BH05 (0.2-0.5)m	Soil	16/02/2024	16/02/2024

Certificate of Analysis PFB1016

Inorganics - General Physical Parameters (Soil)

Envirolab ID	Units	PQL	PFB1016-01	PFB1016-02
Your Reference			WG24.2555 - BH04 (0.5-0.9)m	WG24.2556 - BH05 (0.2-0.5)m
Date Sampled			16/02/2024	16/02/2024
pH	pH units		5.9	6.2
Electrical Conductivity	µS/cm	2.0	160	400

Certificate of Analysis PFB1016

PBI/PRI (Soil)

Envirolab ID	Units	PQL	PFB1016-01	PFB1016-02
Your Reference			WG24.2555 - BH04 (0.5-0.9)m	WG24.2556 - BH05 (0.2-0.5)m
Date Sampled			16/02/2024	16/02/2024
Phosphorus Retention Index	-		21	390

Certificate of Analysis PFB1016

Method Summary

Method ID	Methodology Summary
AGRI-003_PRI	Phosphorous Retention index (PRI) is the ratio of adsorbed phosphorus to the equilibrium concentration. Phosphorus is extracted using KCl and determined colourimetrically. Result value is used to calculate PRI as per Allen and Jefferey.
INORG-001	pH - Measured using pH meter and electrode based on APHA latest edition, Method 4500-H+. Please note that the results for water analyses are indicative only, as analysis can be completed outside of the APHA recommended holding times. Solids are reported from a 1:5 water extract unless otherwise specified. Alternatively, pH is determined in a 1:5 extract using 0.01M calcium chloride or a solid is extracted at a ratio of 1:2.5 (AS1289.4.3.1), pH is measured in the extract.
INORG-002	Conductivity and Salinity - measured using a conductivity cell at 25°C based on APHA latest edition Method 2510. Soil results reported from a 1:5 Soil:Water extract unless otherwise specified. Please note Resistivity is estimated by calculation and may not correlate with results otherwise obtained using the Resistivity current method (based on AS 1289.4.4.1), depending on the nature of the soil being analysed.

Certificate of Analysis PFB1016

Result Definitions

Identifier	Description
NR	Not reported
NEPM	National Environment Protection Measure
NS	Not specified
LCS	Laboratory Control Sample
RPD	Relative Percent Difference
>	Greater than
<	Less than
PQL	Practical Quantitation Limit
INS	Insufficient sample for this test
NA	Test not required
NT	Not tested
DOL	Samples rejected due to particulate overload (air filters only)
RFD	Samples rejected due to filter damage (air filters only)
RUD	Samples rejected due to uneven deposition (air filters only)
##	Indicates a laboratory acceptance criteria outlier, for further details, see Result Comments and/or QC Comments

Quality Control Definitions

Blank

This is the component of the analytical signal which is not derived from the sample but from reagents, glassware etc, and is determined by processing solvents and reagents in exactly the same manner as for samples.

Surrogate Spike

Surrogates are known additions to each sample, blank, matrix spike and LCS in a batch, of compounds which are similar to the analyte of interest, however are not expected to be found in real samples.

LCS (Laboratory Control Sample)

This comprises either a standard reference material or a control matrix (such as a blank sand or water) fortified with analytes representative of the analyte class. It is simply a check sample.

Matrix Spike

A portion of the sample is spiked with a known concentration of target analyte. The purpose of the matrix spike is to monitor the performance of the analytical method used and to determine whether matrix interferences exist.

Duplicate

This is the complete duplicate analysis of a sample from the process batch. The sample selected should be one where the analyte concentration is easily measurable.

Certificate of Analysis PFB1016

Laboratory Acceptance Criteria

Duplicate sample and matrix spike recoveries may not be reported on smaller jobs, however, were analysed at a frequency to meet or exceed NEPM requirements. All samples are tested in batches of 20. The duplicate sample RPD and matrix spike recoveries for the batch were within the laboratory acceptance criteria. Filters, swabs, wipes, tubes and badges will not have duplicate data as the whole sample is generally extracted during sample extraction. Spikes for Physical and Aggregate Tests are not applicable. For VOCs in water samples, three vials are required for duplicate or spike analysis.

General Acceptance Criteria (GAC) - Analyte specific criteria applies for some analytes and is reflected in QC recovery tables.

Duplicates: >10xPQL - RPD acceptance criteria will vary depending on the analytes and the analytical techniques but is typically in the range 20%-50% - see ELN-P05 QAQC tables for details (available on request); <10xPQL - RPD are higher as the results approach PQL and the estimated measurement uncertainty will statistically increase. Matrix Spikes, LCS and Surrogate recoveries: Generally 70-130% for inorganics/metals; 60-140% for organics (+/-50% surrogates) and 10-140% for labile SVOCs (including labile surrogates), ultra trace organics and speciated phenols is acceptable.

In circumstances where no duplicate and/or sample spike has been reported at 1 in 10 and/or 1 in 20 samples respectively, the sample volume submitted was typically insufficient in order to satisfy laboratory QA/QC protocols.

Miscellaneous Information

When samples are received where certain analytes are outside of recommended technical holding times (THTs), the analysis has proceeded. Where analytes are on the verge of breaching THTs, every effort will be made to analyse within the THT or as soon as practicable.

Where sampling dates are not provided, Envirolab are not in a position to comment on the validity of the analysis where recommended technical holding times may have been breached. We have taken the sampling date as being the date received at the laboratory.

Two significant figures are reported for the majority of tests and with a high degree of confidence, for results <10*PQL, the second significant figure may be in doubt i.e. has a relatively high degree of uncertainty and is provided for information only.

Measurement Uncertainty estimates are available for most tests upon request.

Analysis of aqueous samples typically involves the extraction/digestion and/or analysis of the liquid phase only (i.e. NOT any settled sediment phase but inclusive of suspended particles if present), unless stipulated on the Envirolab COC or by correspondence. Notable exceptions include certain Physical Tests (pH/EC/BOD/COD/Apparent Colour etc.), Solids testing, Total Recoverable metals and PFAS where sediment/solids are included by default.

Urine Analysis - The BEI values listed are taken from the 2022 edition of *TLVs and BEIs Threshold Limits by ACGIH*.

Air volume measurements are not covered by Envirolab's NATA accreditation.

Data Quality Assessment Summary PFB1016

Client Details

Client	Western Geotechnical & Laboratory Services
Your Reference	S12240 - Proposed Accommodation - WAG240040-01
Date Issued	23/02/2024

Recommended Holding Time Compliance

No recommended holding time exceedances

Quality Control and QC Frequency

QC Type	Compliant	Details
Blank	Yes	No Outliers
LCS	Yes	No Outliers
Duplicates	Yes	No Outliers
Matrix Spike	Yes	No Outliers
Surrogates / Extracted Internal Standards	Yes	No Outliers
QC Frequency	Yes	No Outliers

Surrogates/Extracted Internal Standards, Duplicates and/or Matrix Spikes are not always relevant/applicable to certain analyses and matrices. Therefore, said QC measures are deemed compliant in these situations by default. See Laboratory Acceptance Criteria for more information

Data Quality Assessment Summary PFB1016

Recommended Holding Time Compliance

Analysis	Sample Number(s)	Date Sampled	Date Extracted	Date Analysed	Compliant
EC Soil	1-2	16/02/2024	19/02/2024	20/02/2024	Yes
pH Soil	1-2	16/02/2024	19/02/2024	20/02/2024	Yes
PRI Soil	1-2	16/02/2024	19/02/2024	20/02/2024	Yes

Quality Control PFB1016

INORG-001 | Inorganics - General Physical Parameters (Soil) | Batch BFB2070

Analyte	Units	PQL	Blank	DUP1	LCS %
				PFB1016-01 Samp QC RPD %	
pH	pH units		4.6	5.9 5.8 1.02	102
Electrical Conductivity	µS/cm	2.0	<2.0	159 160 0.625	103

AGRI-003_PRI | PBI/PRI (Soil) | Batch BFB2041

Analyte	Units	PQL	Blank	DUP1	LCS %
				PFB1016-01 Samp QC RPD %	
Phosphorus Retention Index	-		0.00	21.4 20.0 6.87	109

Understanding your Report



1. EXPECTATIONS OF THE REPORT

The following sections have been prepared to clarify what is and is not provided in your report. It is intended to inform you of what your realistic expectations of this report should be and how to manage your risks associated with the conditions on site.

Geotechnical engineering and environmental science are less exact than other engineering and scientific disciplines. We include this information to help you understand where our responsibilities begin and end. You should read and understand this information. Please contact us if you do not understand the report or this explanation. We have extensive experience in a wide variety of projects and we can help you to manage your risk.

2. THIS REPORT RELATES TO PROJECT-SPECIFIC CONDITIONS

This report was developed for a unique set of project-specific conditions to meet the needs of the nominated client. It took into account the following:

- the project objectives as we understood them and as described in this report;
- the specific site mentioned in this report; and
- the current and proposed development at the site.

It should not be used for any purpose other than that indicated in the report. You should not rely on this report if any of the following conditions apply:

- the report was not written for you;
- the report was not written for the site specific to your development;
- the report was not written for your project (including a development at the correct site but other than that listed in the report); or
- the report was written before significant changes occurred at the site (such as a development or a change in ground conditions).

You should always inform us of changes in the proposed project (including minor changes) and request an assessment of their impact.

Where we are not informed of developments relevant to your report, we cannot be held responsible or liable for problems that may arise as a consequence.

Where design is to be carried out by others using information provided by us, we recommend that we be involved in the design process by being engaged for consultation with other members of the project team. Furthermore, we recommend that we be able to review work produced by other members of the project team that relies on information provided in our report.

3. DATA PROVIDED BY THIRD PARTIES

Where data is provided by third parties, it will be identified as such in our reports. We necessarily rely on the completeness and accuracy of data provided by third parties in order to draw conclusions presented in our reports. We are not responsible for omissions, incomplete or inaccurate data associated with third party data, including where we have been requested to provide advice in relation to field investigation data provided by third parties.

4. SOIL LOGS

Our reports often include logs of intrusive and non-intrusive investigation techniques prepared by Galt. These logs are based on our interpretation of field data and laboratory results. The logs should only be read in conjunction with the report they were issued with and should not be re-drawn for inclusion in other documents not prepared by us.

5. THIRD PARTY RELIANCE

We have prepared this report for use by the client. This report must be regarded as confidential to the client and the client's professional advisors. We do not accept any responsibility for contents of this document from any party other than the nominated client. We take no responsibility for any damages suffered by a third party because of any decisions or actions they may make based on this report. Any reliance or decisions made by a third party based on this report are the responsibility of the third party and not of us.

6. CHANGE IN SUBSURFACE CONDITIONS

The recommendations in this report are based on the ground conditions that existed at the time when the study was undertaken. Changes in ground conditions can occur in numerous ways including anthropogenic events (such as construction or contaminating activities on or adjacent to the site) or natural events (such as floods, groundwater fluctuations or earthquakes). We should be consulted prior to use of this report so that we can comment on its reliability. It is important to note that where ground conditions have changed, additional sampling, testing or analysis may be required to fully assess the changed conditions.

7. SUBSURFACE CONDITIONS DURING CONSTRUCTION

Practical constraints mean that we cannot know every minute detail about the subsurface conditions at a particular site. We use professional judgement to form an opinion about the subsurface conditions at the site. Some variation to our evaluated conditions is likely and significant variation is possible. Accordingly, our report should not be considered as final as it is developed from professional judgement and opinion.

The most effective means of dealing with unanticipated ground conditions is to engage us for construction support. We can only finalise our recommendations by observing actual subsurface conditions encountered during construction. We cannot accept liability for a report's recommendations if we cannot observe construction.

8. ENVIRONMENTAL AND GEOTECHNICAL ISSUES

Unless specifically mentioned otherwise in our report, environmental considerations are not addressed in geotechnical reports. Similarly, geotechnical issues are not addressed in environmental reports. The investigation techniques used for geotechnical investigations can differ from those used for environmental investigations. It is the client's responsibility to satisfy themselves that geotechnical and environmental considerations have been taken into account for the site.

Geotechnical advice presented in a Galt Environmental report has been provided by Galt Geotechnics under a sub-contract agreement. Similarly, environmental advice presented in a Galt Geotechnics report has been provided by Galt Environmental under a sub-contract agreement.

Unless specifically noted otherwise, no parties shall draw any inferences about the applicability of the Western Australian state government landfill levy from the contents of this document.

Galt Geotechnics Pty Ltd

ABN: 64 625 054 729

www.galtgeo.com.au

50 Edward Street

OSBORNE PARK WA 6017

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 ABN 29 256 604 947
 Level 6, 240 St Georges Terrace
 Perth WA 6000 Australia
 GPO Box L886
 Perth WA 6842 Australia
 Telephone
 +61 8 9237 9600
 Grower Service Centre
 1800 199 083
cbh.com.au

**CONSENT TO SIGN APPLICATIONS FOR DEVELOPMENT APPROVAL FOR LAND OWNED
 BY CO-OPERATIVE BULK HANDLING LIMITED**

This is to confirm that Co-operative Bulk Handling Limited (**CBH**) authorises each of the following CBH personnel to sign and lodge on behalf of CBH all applications for development approval (and all documents associated with those applications) in connection with land owned by CBH:

1. David Paton, acting Chief External Relations Officer (permanent position: Head of Government & Industry Relations).
2. Rob Dickie, acting Head of Government & Industry Relations (permanent position: Manager - Government & Industry Relations).
3. Giselle Allix, Lead – Planning & Approvals.
4. Timothy Roberts, Specialist - Regulatory Approvals.

Should you require further information regarding any present or future applications for development approval, please do not hesitate to contact CBH Planning Approvals at PlanningApprovals@cbh.com.au.

This consent takes effect on the last date written below and from that date supersedes any and all previous consents to sign and lodge on behalf of CBH applications for development approval (and documents associated with those applications) in connection with land owned by CBH.


Yours faithfully

Signed for and on behalf of Co-operative Bulk Handling Limited by or in the presence of:


 Signature of Director

SIMON STEAD
 Name of Director

8 JUNE 2022
 Date of signing


 Signature of Director or Company Secretary

RICHARD LODGING
 Name of Director or Company Secretary

8 JUNE 2022
 Date of signing