



AGENDA

Ordinary Council Meeting

26 August 2025

TO: THE SHIRE PRESIDENT AND COUNCILLORS

NOTICE is hereby given that an Ordinary Meeting of the Council will be held in the Council Chambers, Administration Building, 93 Albany Highway, Kojonup on Tuesday, 26 August 2025 commencing at 3:00pm.

I certify that with respect to all advice, information or recommendation provided to the Council in or with this Agenda:

- i. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and
- ii. Where any advice is directly given by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.

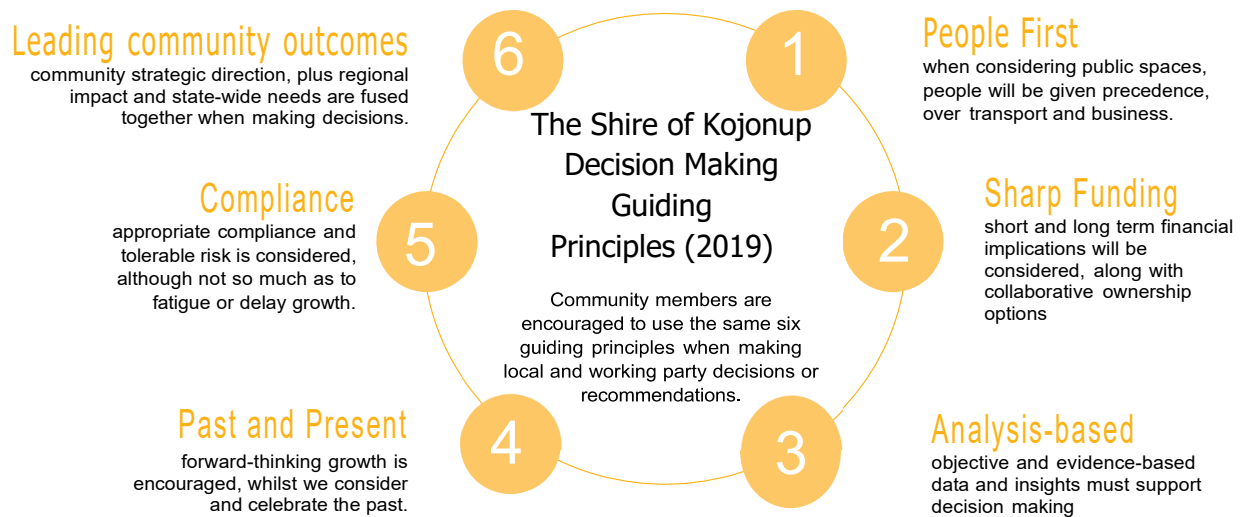
GRANT THOMPSON
CHIEF EXECUTIVE OFFICER
20 August 2025

AGENDA FOR AN ORDINARY COUNCIL MEETING TO BE HELD ON 22 JULY 2025

TABLE OF CONTENTS

| | | |
|-----------|---|-----------|
| 1 | DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS..... | 4 |
| 2 | ANNOUNCEMENTS FROM THE PRESIDING MEMBER..... | 5 |
| 3 | ATTENDANCE | 5 |
| 3.1 | APOLOGIES..... | 5 |
| 3.2 | APPROVED LEAVE OF ABSENCE | 5 |
| 4 | DECLARATION OF INTEREST | 5 |
| 5 | PUBLIC QUESTION TIME | 5 |
| 5.1 | RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE | 5 |
| 5.2 | PUBLIC QUESTION TIME | 5 |
| 6 | CONFIRMATION OF MINUTES | 6 |
| 6.1 | ORDINARY COUNCIL MEETING 24 JUNE 2025 | 6 |
| 7 | PRESENTATIONS | 6 |
| 7.1 | PETITIONS | 6 |
| 7.2 | PRESENTATIONS..... | 6 |
| 7.3 | DEPUTATIONS | 6 |
| 7.4 | DELEGATES' REPORTS..... | 6 |
| 8 | METHOD OF DEALING WITH AGENDA BUSINESS | 6 |
| 9 | REPORTS | 7 |
| 9.1 | KEY PILLAR 'LIFESTYLE' REPORTS | 7 |
| 9.1.1 | – MOTION TO RELOCATE LIBRARY TO KODJA PLACE RE-TABLED AFTER BEING DEFERRED..... | 7 |
| 9.2 | KEY PILLAR 'ECONOMICS' REPORTS | 10 |
| 9.3 | KEY PILLAR 'VISITATION' REPORTS..... | 10 |
| 9.4 | KEY PILLAR 'PERFORMANCE' REPORTS | 11 |
| 9.4.1 | RECORDS POLICIES FOR REVIEW UNDER NEW RESPONSIBLE INFORMATION SHARING LEGISLATION REQUIREMENTS | 11 |
| 9.4.2 | REVIEW OF CEMETERY POLICIES..... | 14 |
| 9.4.3 | FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (JUNE..... 2025) | 17 |
| 9.4.4 | MONTHLY PAYMENTS LISTING – JULY 2025 | 19 |
| 10 | APPLICATIONS FOR LEAVE OF ABSENCE | 21 |
| 11 | MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN..... | 21 |
| 12 | QUESTIONS FROM ELECTED MEMBERS WITHOUT NOTICE..... | 21 |
| 13 | NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING..... | 22 |
| 13.1.1 | SHIRE OF KOJONUP LOCAL PLANNING SCHEME NO. 4 - SUBMITTED TO SEEK ADVERTISING ADVERTISING..... | 22 |
| 14 | MEETING CLOSED TO THE PUBLIC..... | 30 |
| 14.1 | MATTERS FOR WHICH THE MEETING MAY BE CLOSED | 30 |
| 14.2 | PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC | 31 |
| 15 | CLOSURE | 31 |
| 16 | ATTACHMENTS (SEPARATE)..... | 32 |

The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



AGENDA

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Shire President shall declare the meeting open at _____ and draw the meeting's attention to the disclaimer below:

Disclaimer

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.

Where an application for an approval, a license or the like is discussed or determined during the meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.

Acknowledgement of Country

The Shire of Kojonup acknowledges the first nations people of Australia as the Traditional custodians of this land and in particular the Keneang people of the Noongar nation upon whose land we meet.

We pay our respect to their Elders past, present and emerging.

Prayer

Almighty God, we pray for wisdom for our reigning monarch King Charles.

We ask for guidance in our decision making and pray for the welfare of all the people of Kojonup.

Grant us grace to listen and work together as a Council to nurture the bonds of one community.

Amen

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

3 ATTENDANCE
 COUNCILLORS

| | |
|----------------------|------------------------|
| Cr Bilney | Shire President |
| Cr Wieringa | Deputy Shire President |
| Cr Radford | |
| Cr Egerton-Warburton | |
| Cr Mathwin | |
| Cr Mickle | |
| Cr Webb | |

STAFF

| | |
|----------------|-------------------------|
| Grant Thompson | Chief Executive Officer |
|----------------|-------------------------|

3.1 APOLOGIES

3.2 APPROVED LEAVE OF ABSENCE

4 DECLARATION OF INTEREST

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
 Not applicable

5.2 PUBLIC QUESTION TIME

6 CONFIRMATION OF MINUTES

6.1 ORDINARY COUNCIL MEETING 24 JUNE 2025

Unconfirmed Minutes of an Ordinary Council Meeting held 22 July 2025 are at [attachment 6.1.1.](#)

Officer Recommendation

That the Minutes from an Ordinary Council meeting held 22 July 2025 be confirmed as a true record.

7 PRESENTATIONS

7.1 PETITIONS

7.2 PRESENTATIONS

7.3 DEPUTATIONS

7.4 DELEGATES' REPORTS

8 METHOD OF DEALING WITH AGENDA BUSINESS

9 REPORTS

9.1 KEY PILLAR ‘LIFESTYLE’ REPORTS

9.1.1 – MOTION TO RELOCATE LIBRARY TO KODJA PLACE RE-TABLED AFTER BEING DEFERRED

| | |
|----------------------|---|
| AUTHOR | Jill Johnson – Manager Financial and Corporate Services |
| DATE | Thursday, 17 April 2025 |
| FILE NO | CP.DAC.09 |
| ATTACHMENT(S) | Nil |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 TO BE: <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|---|---------------------------------|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 11 – Fresh Community Engagement | 11.1 – Targeted Community and Stakeholder Engagement |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider motion 50/25 that was deferred at a previous Ordinary Council Meeting (OCM), taking community feedback at the time into consideration, for approval of the relocation of the library services to Kodja Place.

BACKGROUND

The Council moved a motion at the 29 April 2025 Ordinary Council Meeting.

NOTICE OF MOTION

50/25 Moved Cr Bilney

Seconded Cr Wieringa

That Council defer consideration of the motion for item 9.4.8. to the August 2025 Ordinary Council Meeting.

CARRIED 6/0

For: Cr Bilney, Cr Wieringa, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

COMMENT

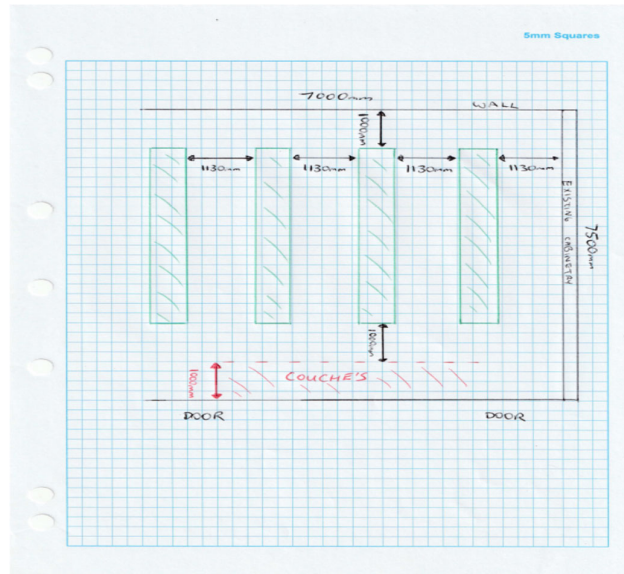
Creation of ‘Kodja Place Community & Cultural Centre’

As part of the amalgamation of the Kodja Place Gallery and the Shire Library, the gallery space will remain intact and preserved in its current form. This is a well-presented historical exhibition.

Retail stock (in the current area) will be moved to the foyer area, adjacent to the main entry door. The concept for the retail space would then be to promote local produce

and items relevant to the Kojonup area, leaving the existing retail space to form the new library space.

The diagram shows a basic layout of the shelving plan in the area designated for the library.



- Polished concrete floors in this area will be carpeted, providing a warm welcoming environment along with lots of natural light supplied by the glass doors and windows.
- 4 x marri timber bookshelves to be installed
- Bookshelves measure 4100mm in length x 1980mm in height and have 5 shelves to each bookshelf. These will be on castors and moveable if required.
- The current display board on the backwall will be used for library exhibits.

Example included below: Library shelves with castors supplied in timber to match Kodja Place interior.



The floor area is big enough to accommodate the library shelves and furniture, while providing full wheelchair access.

Two computers and a printer will be accessible to the public.

The kitchenette fitted near the front counter will be a useful resource for library patrons.

Public toilets are onsite unlike the current library.

With new shelves and carpet in place, the transition of the library to the new site should be relatively simple. Books and library furniture will need to be transferred but this could be facilitated in-house.

With the library being relocated between the Café and the Gallery it will provide a welcoming community area for both locals and visitors. Patrons will be able to buy a coffee, read a book while their children play in the lawned area (within safe parameters). Families and visitors can take a stroll through the Gallery, providing both a community and cultural experience.

As a Shire facility, the staff support across these areas will be hugely beneficial to the public. With community and cultural staff working together, this will create a comprehensive service for both the Kojonup community and visitors.

The facility will be open 7 days a week (as resources permit). The current library is only open on weekdays (not at weekends).

CONSULTATION

Briefing Sessions

Annual Electors Meeting

Chief Executive Officer

Senior Library Officer

Manager Kodja Place

STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

1. New bookshelves - \$47,400.00
(made by a local supplier using marri with 5 shelves to each bookshelf)
2. Heavy duty commercial carpet - \$4,746.00
(supplied and laid)

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|---|------------------------|----------------------|------------------------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 13. Project – Change Management | Inadequate Design | Clear scope of works | Project Management Framework |
| Risk rating – <i>Inadequate</i> | | | |
| IMPLICATIONS | | | |
| As a community and cultural area, the services could be heavily used requiring additional infrastructure to support the growth. | | | |

ASSET MANAGEMENT IMPLICATIONS

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

NOTICE OF MOTION (RE-TABLED)

That the Council approves the relocation of the library to Kodja Place, as presented, to support the transition of Community Services to Kodja Place.

NOTICE OF ALTERNATIVE MOTION

That Council gives no further consideration to relocating the Library from its current location in the administration building until such time that Library Community Members support it being moved.

9.2 KEY PILLAR 'ECONOMICS' REPORTS

Nil

9.3 KEY PILLAR 'VISITATION' REPORTS

Nil

9.4 KEY PILLAR ‘PERFORMANCE’ REPORTS

9.4.1 RECORDS POLICIES FOR REVIEW UNDER NEW RESPONSIBLE INFORMATION SHARING LEGISLATION REQUIREMENTS

| | |
|----------------------|---|
| AUTHOR | Lisa Berry – Records Administration Officer |
| DATE | Wednesday 13 th August 2025 |
| FILE NO | M – 2100919508-3 |
| ATTACHMENT(S) | 9.4.1.1 Reviewed Records Management Policy 2.3.2 9.4.1.2 Data Breach Policy (PRIS) |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.4 Community Data and Knowledge Commitment |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider and adopt the following Record Keeping Policies:

1. Review and update existing Policy ‘Records Management’ (Attachment 9.4.1.1);
2. Adopt new Data Breach Policy (PRIS), in readiness for the Responsible Information Sharing (PRIS) legislation coming into effect in June 2026.

BACKGROUND

As a part of an ongoing focus on improving Governance, with a focus on People Process and Technology, Shire Officers have been reviewing the current Records process’ and the eventual review of the Record Keeping Plan to be conducted by November 2025.

This also contributes to forming a part of the Privacy and Responsible Information Sharing (PRIS) legislation rollout and create Policies and Procedures in readiness for June 2026 when the legislation comes into effect.

These Policies are to be adopted and published prior to the June deadline.

COMMENT

Records Management Policy

Effective records management is essential for the Shire of Kojonup to ensure accurate, reliable, and secure handling of its corporate records in compliance with legal requirements.

This policy outlines the principles, responsibilities, and procedures for managing records throughout their lifecycle. The main themes of this Policy are:

- **Policy Purpose and Scope:** The policy defines principles for managing, retaining, and disposing of records in accordance with the State Records Act 2000, applying to all staff, elected members, contractors, volunteers, and all types of records regardless of format. The Recordkeeping Plan is reviewed every five years, with the next review due in 2025.

- **Ownership of Records:** Records are corporate assets belonging to the Shire of Kojonup, not to individuals who create them. Records must remain accessible within the official recordkeeping system and should not be removed for extended periods.
- **Creation and Management of Records:** Officers receiving records are responsible for managing them, ensuring full and accurate documentation of the Shire's activities. Records must include appropriate metadata and be managed through the electronic records management system (EDRMS).
- **Security Measures:** Records may contain sensitive information and are protected by security classifications based on staff roles. Confidential records are stored securely, and access is controlled according to security levels, the Freedom of Information Act 1992, and the Local Government Act 1995 for elected members.
- **Retention and Disposal:** Records are disposed of according to the General Disposal Schedule for Local Government Records after review and authorization by the Records Administration Officer and Chief Executive Officer. Disposal occurs bi-annually in June and December.
- **Elected Member Records:** Records created by elected members must document their decision-making roles and accountability. Official correspondence should be returned to the Shire administration for proper registration.
- **Record Definitions:** Records include any recorded information in various formats such as writing, maps, photographs, or electronic data, as defined by the State Records Act 2000.
- **Record Categories:** Records are categorized as ephemeral (short-term value), significant (administrative, legal, or historical value), vital (essential for business continuity), and non-records (public domain materials used for reference). Vital records include key documents such as Council minutes, contracts, financial statements, and policy manuals.
- **Record Storage and Procedures:** Records are stored onsite and offsite at designated Shire locations. Procedures ensure proper handling of incoming, outgoing, internal, and confidential mail to maintain record integrity.

Data Breach Policy

The Shire of Kojonup's Data Breach Policy outlines the framework for identifying, responding to, and managing data breaches involving personal information, ensuring compliance with legislative requirements and community expectations.

It covers the scope of personal information at risk, principles guiding the policy, and roles responsible for enforcement and oversight. The main themes of this policy are:

- **Data breach risks and controls:** The policy identifies key risks such as unauthorized access due to exposed credentials, misdirected emails, improper handling or storage of personal information, loss of portable devices or records, cyber attacks, and misuse of legitimate access. Controls aim to mitigate these risks to protect personal data.
- **Response and management procedures:** It includes protocols for reporting, containing, and responding to data breaches, determining which breaches are notifiable, and strategies for communication and notification to affected parties. Post-breach reviews and evaluations are part of the continuous improvement process.
- **Roles, responsibilities, and definitions:** The Finance and Corporate Services department enforces the policy, while the Records Administration Officer manages procedural aspects. Definitions clarify terms such as personal information, notifiable breaches, disclosure, and distinctions between internal and external persons.

The Author recommends the Policies as presented be considered by Council.

CONSULTATION

CEO

PRIS readiness checklist and previous Record Keeping Policies

STATUTORY REQUIREMENTS

State Records Act 2000

Privacy Responsible Information Sharing Act 2024 (PRIS act)

Privacy Legislation Amendment (Enforcement and Other Measures) Act 2022

Privacy Act 1988

POLICY IMPLICATIONS

2.3.2 Record Keeping and Information management

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|---|---|----------------------------|--|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 4) <i>Document Management Processes</i> | Failure to adequately capture, store, archive, retrieve, provide or dispose of documentation. This includes: -Contact lists; -Procedural documents, personnel files, complaints; -Applications, proposals or documents; - Contracts and Position Descriptions; and -Forms or requests. | <i>Record Keeping Plan</i> | Record Keeping plan and Policies reviewed annually |
| <i>Risk rating: InAdequate</i> | | | |
| IMPLICATIONS | | | |
| | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council adopt the attached policies, Policy 2.3.2 - Records Management and Policy 2.3.9 Data Breach Policy - PRIS, as presented, and publish the Policies in accordance with the State Records Act and the Privacy and Responsible Information Sharing Act

9.4.2 REVIEW OF CEMETERY POLICIES

| | |
|----------------------|---|
| AUTHOR | Lisa Berry – Records Administration Officer |
| DATE | Wednesday 13 th August 2025 |
| FILE NO | |
| ATTACHMENT(S) | 9.4.2.1 Policy Manual - 4.5 - Cemeteries – Burials and Exhumations 9.4.2.2 Policy Manual - 4.10 - Cemeteries – Monuments and Memorials |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.4 Community Data and Knowledge Commitment |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider and adopt the Cemeteries and Monuments policies:

1. Review and additions of Policy 4.5 Backfilling of Graves;
2. Create policy – 4.6 Monuments & Memorials.

BACKGROUND

As a part of an ongoing focus on improving Governance, with a focus on People Process and Technology, Shire Officers have been reviewing the current Cemetery process’ and the application of policies and procedures within this area of core business.

A part of the review of the Cemeteries, it was identified a gap in Policies for cemeteries. These new and amended policies will provide clarity regarding the aesthetics of the cemeteries as well as provide a safer environment for Shire Team Members, contractors and visitors.

COMMENT

Burials & Exhumations Policy

This policy outlines the procedures and regulations for managing burials, exhumations, and cemetery operations within the Shire of Kojonup. It ensures compliance with legislation and safety standards while respecting cultural and religious practices.

- **Burial application process:** Applications require an “Application for Interment” form and, if applicable, an “Application for Grant of Right of Burial” along with a death certificate or Coroner’s order. Grants are valid for 25 years.

- **Reservations and funeral director licensing:** Burial plot or niche wall reservations can be made for 25 years with fees and do not confer burial rights until a grant is purchased. Funeral directors must hold an annual license or obtain a single funeral permit, providing proof of public liability insurance.
- **Funeral and grave requirements:** Funeral processions must adhere to scheduled times and vehicle restrictions. Graves are dug to a standard depth of 2.1 meters with specified dimensions, with possible exceptions granted by the CEO. Ashes disposal is managed by Shire employees in designated areas.
- **Backfilling and cemetery access:** Families may assist in backfilling graves using hand tools with prior notice, limited to six participants, and without entering the grave. Cemetery access is allowed from 6am to 6pm with vehicle restrictions and speed limits enforced. Exhumations require Ministerial approval under legislation.

It is the Authors advice to maintain and update these policies on a regular schedule to support decision making within the organization and to align the Policies and procedures to the Cemeteries Act and current Local Law 2020.

Cemeteries and Monuments Policy

This policy ensures consistent standards for memorials and monuments in the Shire of Kojonup cemeteries, focusing on safety, aesthetics, and environmental considerations.

- **Monumental mason licensing:** Only licensed monumental masons may carry out work in the cemeteries, requiring an application including insurance certificates, monument specifications, and payment before installation.
- **Burial monument standards:** Monuments must be made of natural stone with specific size limits and foundation requirements, including a maximum height of 1.55m and defined base dimensions for single and double graves.
- **Lawn/plinth section rules:** Headstones or plaques must not extend beyond their base, be made of natural stone, affixed to a concrete plinth, and adhere to size restrictions; admiralty bronze plaques are permitted with specified dimensions and mounting.
- **Maintenance and restrictions:** Families are responsible for monument upkeep by licensed masons; tributes must fit within plot boundaries, with prohibitions on glass items and planting trees or shrubs; Australian War Graves memorials are exempt from fees and paperwork.

It is the Authors recommendation that Council consider adopting the changes to the policies as presented.

CONSULTATION

CEO

Cemeteries and Crematoria Association of Western Australia (CCAWA)

Metropolitan Cemeteries Board (MCB)

STATUTORY REQUIREMENTS

Cemeteries Act 1986

Shire of Kojonup Local Law 2020

POLICY IMPLICATIONS

Changes and edits improving Policy # 4.5 -Review and additions to Backfilling of graves – renaming this Policy to ‘*Burials & Exhumations*’.

Creating a new Policy - 4.6 Additional Policy – Cemeteries – Monuments & Memorials.

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|---|--|--|----------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 10) Facilities-Venues | Failure to effectively manage the day to day operations of facilities, venues and/or events. | <i>Develop Policies & Procedures</i> <i>Managing Facilities</i> | None |
| <i>Risk rating: In Adequate</i> | | | |
| IMPLICATIONS | | | |
| Adding these new policies will help in the decisions made by the cemetery administrator when approving monuments and works that are carried out in the cemetery to help mitigate the risk of an unsafe workplace. | | | |

ASSET MANAGEMENT IMPLICATIONS

This will improve the aesthetics of the Shire cemeteries.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council adopt the Cemetery Policies, as presented, and publish the Policies in accordance with the State Records Act and the Privacy and Responsible Information Sharing Act.

9.4.3 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (JUNE 2025)

| | |
|---------------|---|
| AUTHOR | Jill Johnson – Manager Financial & Corporate Services |
| DATE | Saturday, 23 rd August 2025 |
| FILE NO | FM.FNR.2 |
| ATTACHMENT(S) | 9.4.3.1 – Monthly Financial Statement July 2025 |

| | | |
|---|-------------------------------|-----------------------------------|
| 'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to note the Monthly Financial Statement for the month ending 31 July 2025.

BACKGROUND

In addition to good governance, the presentation to the Council of monthly financial reports is a statutory requirement, with these to be presented at an ordinary meeting of the Council within two (2) months after the end of the period to which the statements relate.

COMMENT

The attached Statement of Financial Activity for the period 1 June 2025 to 30 June 2025 represents one (1) month, or 8% of the year.

The following items are worthy of noting:

- Closing surplus position of \$2,104,206.
- Capital expenditure achieved 0.4% of budgeted projects.
- Cash holdings of \$3,567 of which \$1,135m is held in cash backed reserve accounts and \$2,432 is unrestricted cash.
- Page 11 of the statements detail major variations comparing year to date (amended) budgets to year-to-date actuals in accordance with Council Policy 2.1.6.

CONSULTATION

Darren Long – Accounting Advisor

STATUTORY REQUIREMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

POLICY IMPLICATIONS

Council Policy 2.1.6 defines the content of the financial reports.

FINANCIAL IMPLICATIONS

This item reports on the current financial position of the Shire of Kojonup. The recommendation does not in itself have a financial implication.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|---|---|------------------------|--|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 16) <i>Financial Sustainability</i> | Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation. | <i>Budget Controls</i> | Cash Flow Budget and reporting to be implemented |
| <i>Risk rating: Adequate</i> | | | |
| IMPLICATIONS | | | |
| Financial reporting is required to create transparency. | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That the monthly financial statements for the period ending 31 July 2025, as attached, be noted.

9.4.4 MONTHLY PAYMENTS LISTING – JULY 2025

| | |
|-------------------|---|
| AUTHOR | Rachael Egerton-Warburton – Finance Officer |
| DATE | Wednesday, 20 August 2025 |
| FILE NO | FM.AUT.1 |
| ATTACHMENT | 9.4.4.1 - Monthly Payment Listing July 2025 |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|-----------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

To receive the list of payments covering the month of June 2025.

BACKGROUND

Nil

COMMENT

The attached list of payments is submitted for receipt by the Council.

Any comments or queries regarding the list of payments is to be directed to the Chief Executive Officer prior to the meeting.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments. Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

POLICY IMPLICATIONS

Council's Policy 2.1.2 provides authorisations and restrictions relative to purchasing commitments.

FINANCIAL IMPLICATIONS

All payments are made in line with Council Policy.

STRATEGIC/CORPORATE IMPLICATIONS

There are no strategic/corporate implications involved with presentation of the list of payments.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|--|---|----------------------------|---|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 16) <i>Financial Sustainability</i> | Failure or reduction in controls associated with financial management, accounting standards, purchasing to pay, order to cash, plant, equipment or machinery lease or purchase, Treasury Functions, bank reconciliations, budget etc. These include processes and controls that are end to end in external and internal to the organisation. | <i>Purchasing Controls</i> | Purchasing Controls: Requisitions PO and reporting disciplines |
| <i>Risk rating: Adequate</i> | | | |
| IMPLICATIONS | | | |
| Financial reporting is required to create transparency on all creditors payments and purchases made. | | | |

ASSET MANAGEMENT PLAN IMPLICATIONS

There are no asset management implications for this report.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council note and accept the monthly payments listing for the period ending 31 July 2025, as attached.

10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM ELECTED MEMBERS WITHOUT NOTICE

Nil

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

Urgent Item

This item is urgent in that the Town planning scheme requires permission to be advertised, and to achieve the required milestones for implementation, Shire Officers need to commence the process. It is time sensitive.

This motion will not limit community input as the reason we are seeking permission is to advertise it to the public for further comment.

Vote Required

Absolute Majority

13.1.1 SHIRE OF KOJONUP LOCAL PLANNING SCHEME NO. 4 – SUBMITTED TO SEEK ADVERTISING

| | |
|----------------------|--|
| AUTHOR | Steve Thompson - Consultant Planner, Edge Planning & Property |
| DATE | 19 August 2025 |
| FILE NO | M – 2124868971-7 |
| ATTACHMENT(S) | <p>13.1.1 – Local Planning Scheme Flowchart</p> <p>13.1.2 – Report of Review and WAPC correspondence</p> <p>13.1.3 – Draft Local Planning Scheme No. 4 Maps</p> <p>13.1.4 – Draft Local Planning Scheme No. 4 text</p> <p>13.1.5 – Extract from <i>Planning and Development (Local Planning Scheme) Regulations 2015</i></p> |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN 2023 – 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|---|--|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Lifestyle Economics Regional Development Performance | 1. Diverse accommodation options 2. Proactive Community Spirit 4. Grown Existing Business 5. Assisted New Business 12. A High Performing Council | 1.1 Abundant short-stay 1.2 House land development stimulus 2.6 Wellbeing advancement 5.1 Industrial land release |

DECLARATION OF INTEREST

Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the *Local Government Act 1995*).

SUMMARY

The purpose of this report is for Council to consider whether to proceed to seek approval to advertise the draft *Shire of Kojonup Local Planning Scheme No. 4* (LPS4) from the Western Australian Planning Commission (WAPC).

BACKGROUND

A) *Planning framework*

Local planning schemes are a fundamental part of the planning system in Western Australia, they are subsidiary legislation under the *Planning and Development Act* and are the statutory component of local planning frameworks. Local planning schemes set out the way land is to be used and developed.

A Local Planning Scheme controls and guides land use, development and subdivision. It can also support economic development, conservation and infrastructure/servicing initiatives. The process to prepare a new Local Planning Scheme is set out in Attachment 13.1.1.

In accordance with the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), local governments are required to review their Local Planning Scheme every 5 years to ensure the scheme is 'fit for purpose'. The Shire reviewed its current Town Planning Scheme No. 3 via undertaking a Report of Review (see section C below).

Draft LPS4 builds on various changes to the State, regional and local planning framework over the recent years and increased efforts to diversify and grow the local economy. At a local level, draft LPS4 seeks to complement and assist in implementing relevant aspects of the *Strategic Community Plan 2023-2033*.

B) *Current Shire of Kojonup Town Planning Scheme No.3*

The current *Shire of Kojonup Town Planning Scheme No. 3* (TPS3) was gazetted on 9 October 1998. TPS3 is old and has been rarely amended. TPS3 is not compliant with the Regulations and is not aligned with the *Strategic Community Plan 2023 - 2033*. This has various implications including it limits scope for good development in appropriate locations which in-turn limits economic development.

TPS3 has been subjected to 14 amendments since its gazettal with 10 finalised and 4 not finalised.

C) *Council Resolution*

At the Ordinary Council Meeting on 19 May 2020, the Council passed the following motion at minute No 55/20:

'That Council approve the attached Review of Shire of Kojonup Town Planning Scheme No. 3 report and submit it to the WA Planning Commission as required by Regulation 66 of the *Planning and Development (local Planning Schemes) Regulations 2015* for their approval.'

Attachment 13.1.2 outlines the Report of Review and the WAPC correspondence requiring preparation of LPS4.

D) *Recent liaising with the Department of Planning, Lands and Heritage*

Recent liaising with the Department of Planning, Lands and Heritage (DPLH) revealed the DPLH are supportive of a new scheme that conforms to the model scheme text and later the Shire preparing its first Local Planning Strategy. This assists to ensure that the Shire

has a scheme which is consistent with the Regulations and supports economic development.

COMMENT

1. Overview

Draft LPS4 is outlined in Attachments 13.1.3 and 13.1.4. LPS4 consists of the scheme text and scheme maps. The scheme text comprises a set of written objectives, provisions and standards that regulate the use and development of land zoned and reserved under the scheme. The scheme maps allocate all land within the district into either a Zone or Reserve. The scheme maps comprise 7 sheets.

Draft LPS4 is presented to Council to determine whether it is considered appropriate to refer the draft Scheme to the Environmental Protection Authority (EPA) for 'environmental clearance' and refer the Scheme to the WAPC to seek their consent to publicly advertise. The Shire administration considers that draft LPS4 is now suitable for referral to the EPA and suitable to seek consent to advertise from the WAPC.

It is intended that draft LPS4 is Regulation compliant, facilitates economic development, provides increased exemptions when development approval is not required and adds provisions relating to emerging planning issues in the Shire. While there are minimal substantive changes in zoning between TPS3 and draft LPS4, there are numerous changes in the text between TPS3 and draft LPS4.

Draft LPS4 seeks to support various economic, community and environmental outcomes including:

- Supporting a more robust, resilient and expanded economy. There are various proposals to reduce 'red tape' including reducing the number of developments and uses that are exempt from requiring development approval. LPS4 sets out that the establishment of businesses is encouraged in appropriate locations in the district provided relevant planning issues are addressed (including addressing off-site impacts, servicing and environmental considerations);
- Agriculture is a key local industry and accordingly agricultural land is proposed to be effectively conserved and managed for agricultural production and rural uses. There are also opportunities for appropriate and complementary land use change and value adding;
- Environmental assets will be conserved and where possible enhanced; and
- The district's character, landscape and heritage qualities will be conserved where possible.

2. Purpose of LPS4

The purpose of proposed LPS4 is to modernise the statutory planning controls within the district and provide guidance for the future development of the district. LPS4 seeks to address various matters including:

- Reserves and development in reserves;
- Zones and permissibility of land use;
- Specific and general development control provisions;

- Special control areas;
- Amenity;
- Advertisements; and
- Guidance in providing responses to the WAPC on subdivision applications.

The purpose of LPS4 is outlined in clause 8, while clause 9 sets out the Aims of Scheme.

LPS4, when finalised (gazetted), will amongst matters:

- Provide the Council and the Shire administration with more contemporary statutory provisions;
- Simplify several development issues; and
- Include provisions relating to emerging or expected planning, natural resource management, servicing and design issues.

3. *Key changes between TPS3 and draft LPS4*

Draft LPS4 contains various zones and land use provisions which are similar to TPS3. There are, however, various new zones, reserves and several significantly amended or new provisions which in part are based on the Regulations. The key changes include:

- Introducing new zones e.g. Tourism, Service Commercial and Private Clubs, Institutions and Places of Worship;
- Introducing various new reserves e.g. Public Open Space, Civic and Community, Cemetery, Education, Emergency Services, Environmental Conservation, Heritage, Infrastructure Services, Medical Services, Primary Distributor Road, District Distributor Road, Local Distributor Road, Local Road and Drainage/Waterway;
- Deleting the Residential Development and Special Use zones;
- Renaming various zones and reserves;
- Adding a Special Control Area – Waste Water Treatment Plant Buffer;
- New or modified land use names and definitions e.g. Special Rural to Rural Residential and Industrial to General Industry;
- Reviewing the permissibility of uses in different zones. The Zoning Table has been amended to balance supporting job creation/economic development with conserving amenity;
- Introducing provisions relating to matters including natural resource management, repurposed second-hand dwellings and workforce accommodation; and
- Seeking to address various anomalies in TPS3.

Draft LPS4 is more succinct, enables greater flexibility of uses/development in different zones, supports economic development and seeks to address emerging issues compared to TPS3.

4. *LPS4 maps*

In terms of zoning and reserves, minimal mapping changes are proposed to those outlined in TPS3. The main changes are changing zone and reserve names to reflect the Regulations.

Draft LPS4 maps are intended to be as like for like where possible with TPS3. This is important for the EPA's consideration given it is expected they will require less information if matters are not perceived to increasing development impact without relevant technical investigations. There is however, a need to address various anomalies in TPS3 maps.

5. *LPS4 text*

The draft LPS4 text is crafted to be as flexible as possible in terms of the range of development/uses that can occur in relevant zones, while providing relevant guidance and controls to guide subdivision and development. Draft LPS4 adopts a risk-based approach and does not require development applications for various low-key and low-risk development/uses.

The proposed LPS4 text has various modifications given TPS3 is old. This has resulted in considerable changes to bring the Scheme in line with contemporary practice, State policy and the model provisions.

The LPS4 text includes:

- Clauses on parking standards and the standard of development;
- Lower car parking standards in the town centre (Commercial Zone). This, for instance, changes the standard of one car bay per 15m² of new floorspace for a shop in TPS3 to 1 car bay per 40m² of new floorspace in draft LPS4. This follows a review of car parking standards in several non-metropolitan and metropolitan local government schemes and to support job creation and economic development;
- Provisions relating to the new zones of Tourism, Service Commercial, Environmental Conservation, Private Clubs, Institutions and Places of Worship; and
- Deleting outdated Subdivision Guide Plans.

6. *Local Planning Strategy*

The Shire does not have a Local Planning Strategy. The Shire is committed to preparing a Local Planning Strategy following LPS4 being finalised and the Shire updating and extending its local planning policies. Some of the suggested key matters in preparing a Local Planning Strategy include:

- The provision of additional industrial employment and logistics land;
- Reviewing residential densities;
- Reviewing opportunities for possible additional rural living areas; and
- The possible long-term bypass or re-examining ways to make Albany Highway, in town, safer for the public and for road users.

7. *Future Scheme Amendments and Omnibus Amendment*

Preparation and finalisation of the Local Planning Strategy is likely to result in an omnibus amendment to LPS4. This is expected to include reviewing the R-Codes in relevant areas.

8. *Next steps*

TPS3 will be revoked when LPS4 is gazetted (finalised).

The process for preparing and finalising a Local Planning Scheme takes time. Given the mapping changes between TPS3 and draft LPS4 are modest, it is however hoped the

process is expediated where possible. Should Council agree with the officer recommendation, the following next steps are summarised below:

- Draft LPS4 will be assessed by the EPA with the objective, from the Shire's perspective, of gaining 'environmental clearance';
- The WAPC will assess and in time grant consent to advertise draft LPS4 (with or without modifications);
- Draft LPS4 is advertised for a minimum of three (3) months. Draft LPS4 will be well publicised. Submissions will be invited through advertisements in papers, writing to government agencies and other stakeholders, details on the website, Facebook and at the Shire office;
- Following the close of the advertising period, submissions will be assessed by the Shire administration and Council with suggested modifications considered. After this, the Council will again consider draft LPS4 and determine whether it will seek final approval from the Minister for Planning (with or without modifications);
- The WAPC will consider the submissions and the Council's response to the submissions. The WAPC, in-turn, will make a recommendation to the Minister for Planning; and
- The Minister for Planning will, in-time, grant final approval with LPS4 incorporated into the Government Gazette. At this stage, LPS4 has legal effect and TPS3 will be repealed (no longer exist).

The timing to finalise LPS4 is dependent on many factors. Significantly, most of these factors are outside the power of the Shire as they involve other parties.

The Council has the following options:

- Proceed with the draft LPS4 without modification; or
- Proceed with the draft LPS4 with modification; or
- Defer and seek additional information; or
- Not to proceed with the draft LPS4.

CONSULTATION

In accordance with the Regulations, the Shire in 2020, undertook initial consultation with key State Government departments, servicing authorities and adjoining local government authorities. Following adoption of the resolution to prepare the new Local Planning Scheme No. 4 at its February 2020 meeting, the following consultation was undertaken:

- Notice and scheme area map advertised in the Great Southern Herald;
- Placed notice and scheme area map on public notice board and website; and
- Referred a copy of the notice and scheme area map to various agencies.

Councillors have been briefed regarding the process of preparing draft LPS4.

Draft LPS4, in time, will be subject to community and stakeholder consultation in accordance with the Regulations. The Shire is required to consult for at least 3 months.

STATUTORY REQUIREMENTS

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015. The Regulations set out the statutory process in preparing and advertising a Local Planning Scheme. Attachment 13.1.5 is an extract from the *Regulations* which sets out procedural matters relating to preparing or adopting a Local Planning Scheme. This includes that a draft Scheme needs to be advertised for at least 90 days.

The deemed provisions of the Regulations have significant implications on LPS4. The Regulations specify deemed provisions (Schedule 2 of the LPS Regulations) which under section 257B of the Act apply automatically to all local planning schemes. The deemed provisions do not need to be replicated in local planning schemes.

A Local Planning Scheme is a statutory planning instrument used by local government to regulate zoning, land use and development.

POLICY IMPLICATIONS

There will be a need to review and prepare various local planning policies to support LPS4. This is particularly important given the WAPC now require local planning schemes to be more concise with details set out in other planning tools such as local planning policies. Where the Shire needs more detail on matters, such as signage, parking and landscaping, it is suggested this is best addressed through reviewing and preparing local planning policies.

The state planning framework comprises of various state planning policies and planning codes, position statements, regional and sub-regional strategies and other guidance to guide land use planning decision making. The state planning framework often provides specific direction on how various planning matters can be best addressed through local planning schemes.

Relevant informing State Planning Policy documents include:

- *State Planning Policy 2.0 Environment and Natural Resources Policy*
- *State Planning Policy 2.5 Rural Planning*
- *State Planning Policy 3.5 Historic Conservation*
- *State Planning Policy 4.1 Industrial Interface*

FINANCIAL IMPLICATIONS

These are budgeted for. The Shire will meet the cost of advertising draft LPS4 including placing notices in local papers and time there will be a cost of the notice in the Government Gazette.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|------------------------------|--|---|----------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 6. Engagement | Inadequate documentation or procedures | Public notices / local papers / website communication | Nil |
| 7. Environment | Inadequate local laws / planning schemes | Environmental management compliance | Nil |
| <i>Risk rating: Adequate</i> | | | |

IMPLICATIONS

The Shire will meet the statutory requirements in addressing the Regulations. Undertaking extensive advertising and review by the community, stakeholders, government agencies and the WAPC will mitigate risks by providing a contemporary Local Planning Scheme.

ASSET MANAGEMENT IMPLICATIONS

Nil at this stage.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS)
IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Motion to consider this urgent item

Council to approve the late agenda item, Shire of Kojonup local Planning Scheme No. 4 Submitted to seek advertising to be considered in the standing orders of the Ordinary Council Meeting 26 August 2025.

That Council:

1. Pursuant to Regulation 21(1)(a) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, proceed to seek approval to advertise the draft *Shire of Kojonup Local Planning Scheme No. 4* as outlined in Attachments 13.1.3 and 13.1.4.
2. Forward the draft *Shire of Kojonup Local Planning Scheme No. 4* to the Environmental Protection Authority with a request that environmental clearance be given (section 81 of the *Planning and Development Act*).
3. Following the Environmental Protection Authority giving environmental clearance, request that the Western Australian Planning Commission grant consent to advertise the draft *Shire of Kojonup Local Planning Scheme No. 4*.
4. When advertising approval is granted, advertise the draft *Shire of Kojonup Local Planning Scheme No. 4* in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*.
5. Delegate authority to the Shire's Chief Executive Officer to progress matters with the Environmental Protection Authority, Department of Planning, Lands and Heritage, Western Australian Planning Commission and other stakeholders and make modifications to the *Shire of Kojonup Local Planning Scheme No. 4* if directed to by the Environmental Protection Authority or by the Western Australian Planning Commission.

14 MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

NIL

STATUTORY REQUIREMENTS

Section 5.23(2) of the Local Government Act 1995 permits the Council to close a meeting, or part of a meeting, to members of the public if the meeting deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*.

Subsection (3) requires a decision to close a meeting, or part of a meeting and the reason for the decision to be recorded in the minutes.

PROCEDURAL MOTION

That the meeting proceed behind closed doors in accordance with Section 5.23(2) (e) of the *Local Government Act 1995* at _____ pm.

PROCEDURAL MOTION

That the meeting be reopened to the public at _____ pm.

14.2 PUBLIC READING RESOLUTIONS THAT MAY BE MADE PUBLIC

15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at _____ pm.

16 ATTACHMENTS (SEPARATE)

| | | |
|-------|---------|---|
| 6.1 | 6.1.1 | Unconfirmed Minutes of an Ordinary Council Meeting held on 24 June 2025 |
| 9.4.1 | 9.4.1.1 | Reviewed Records Management Policy 2.3.2 |
| | 9.4.1.2 | Policy Manual – 9.3.9 – Data Breach Policy - PRIS |
| 9.4.2 | 9.4.2.1 | Policy Manual – 4.5 - Cemeteries – Burials and Exhumations |
| | 9.4.2.2 | Policy Manual – 4.10 - Cemeteries – Monuments and Memorials |
| 9.4.3 | 9.4.3.1 | Monthly Financial Statement July 2025 |
| 9.4.4 | 9.4.4.1 | Monthly Payment Listing July 2025 |
| 13.1 | 13.1.1 | Local Planning Scheme Flowchart |
| | 13.1.2 | Report of Review and WAPC correspondence |
| | 13.1.3 | Draft Local Planning Scheme No. 4 Maps |
| | 13.1.4 | Draft Local Planning Scheme No. 4 text |
| | 13.1.5 | Extract from <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> |



SHIRE OF KOJONUP

MINUTES

Ordinary Council Meeting

22 July 2025

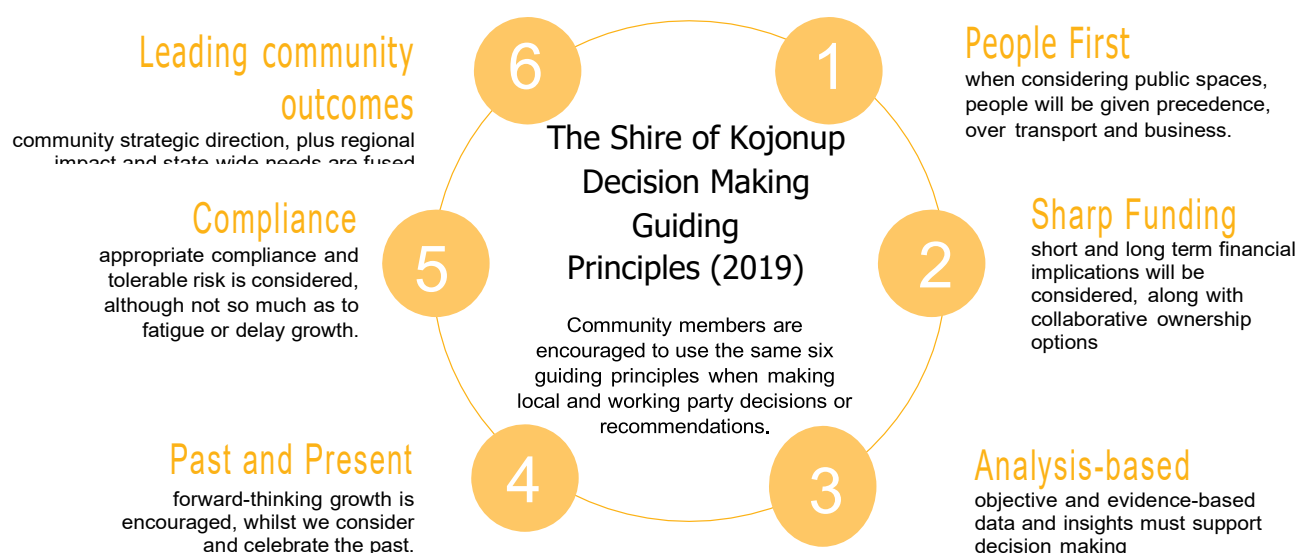
MINUTES OF A ORDINARY COUNCIL MEETING HELD ON 22 JULY 2025

TABLE OF CONTENTS

| | | |
|--------|---|----|
| 1 | DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS..... | 5 |
| 2 | ANNOUNCEMENTS FROM THE PRESIDING MEMBER..... | 6 |
| 3 | ATTENDANCE..... | 6 |
| 3.1 | APOLOGIES..... | 6 |
| 3.2 | APPROVED LEAVE OF ABSENCE | 6 |
| 4 | DECLARATION OF INTEREST | 6 |
| 5 | PUBLIC QUESTION TIME..... | 6 |
| 5.1 | RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE | 6 |
| 5.2 | PUBLIC QUESTION TIME | 6 |
| 6 | CONFIRMATION OF MINUTES | 7 |
| 6.1 | ORDINARY COUNCIL MEETING 24 JUNE 2025 | 7 |
| 7 | PRESENTATIONS | 7 |
| 7.1 | PETITIONS..... | 7 |
| 7.2 | PRESENTATIONS..... | 7 |
| 7.3 | DEPUTATIONS | 7 |
| 7.4 | DELEGATES' REPORTS | 7 |
| 8 | METHOD OF DEALING WITH AGENDA BUSINESS | 7 |
| 9 | REPORTS..... | 8 |
| 9.1 | KEY PILLAR 'LIFESTYLE' REPORTS | 8 |
| 9.1.1 | PROPOSED LOCAL PLANNING POLICY NO. 10 – WIND FARMS / WIND TURBINES..... | 8 |
| 9.1.2 | PROPOSED SHADE SHELTER (GAZEBO) - KOJONUP CEMETERY, TUNNEY ROAD, KOJONUP (LAND ID 1929358) | 17 |
| 9.2 | KEY PILLAR 'ECONOMICS' REPORTS | 21 |
| 9.3 | KEY PILLAR 'VISITATION' REPORTS | 21 |
| 9.4 | KEY PILLAR 'PERFORMANCE' REPORTS..... | 21 |
| 9.4.1 | FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (JUNE 2025).... | 21 |
| 9.4.2 | MONTHLY PAYMENTS LISTING – JUNE 2025 | 23 |
| 9.4.3 | IMPOSITION OF FEES AND CHARGES, AND RUBBISH REMOVAL CHARGES FOR 2025/2026 ANNUAL BUDGET | 25 |
| 9.4.5 | ELECTED MEMBERS CHARTER REVIEW | 35 |
| 9.4.6 | GREAT SOUTHERN VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GSVROC) MEMORANDUM OF UNDERSTANDING AND STRATEGIC PLAN..... | 38 |
| 9.4.7 | GREAT SOUTHERN VOLUNTARY REGIONAL ORGANISATION OF COUNCILS FUNDING MODEL | 44 |
| 9.4.8 | ADMINISTRATION OFFICE - CHANGE OF OPENING AND CLOSING TIMES | 49 |
| 10 | APPLICATIONS FOR LEAVE OF ABSENCE..... | 52 |
| 11 | MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN | 52 |
| 12 | QUESTIONS FROM ELECTED MEMBERS WITHOUT NOTICE | 52 |
| 13 | NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING | 52 |
| 14 | MEETING CLOSED TO THE PUBLIC | 53 |
| 14.1 | MATTERS FOR WHICH THE MEETING MAY BE CLOSED | 53 |
| 14.1.1 | QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES..... | 53 |

| | |
|--|----|
| 14.1.2 CEO AND CONTRACTED ROLES ANNUAL SALARY REVIEW ESCALATOR 2025..... | 53 |
| 14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC..... | 54 |
| 14.1.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES..... | 54 |
| 14.1.2 CEO AND CONTRACTED ROLES ANNUAL SALARY REVIEW ESCALATOR 2025..... | 55 |
| 15 CLOSURE..... | 55 |
| 16 ATTACHMENTS (SEPARATE) | 56 |

The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



MINUTES

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Shire President shall declare the meeting open at 3.01pm and draw the meeting's attention to the disclaimer below:

Disclaimer

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.

Where an application for an approval, a license or the like is discussed or determined during the meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.

Acknowledgement of Country

The Shire of Kojonup acknowledges the first nations people of Australia as the Traditional custodians of this land and in particular the Keneang people of the Noongar nation upon whose land we meet.

We pay our respect to their Elders past, present and emerging.

Prayer

Almighty God, we pray for wisdom for our reigning monarch King Charles.

We ask for guidance in our decision making and pray for the welfare of all the people of Kojonup.

Grant us grace to listen and work together as a Council to nurture the bonds of one community.

Amen

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

**3 ATTENDANCE
COUNCILLORS**

| | |
|----------------------|------------------------|
| Cr Bilney | Shire President |
| Cr Wieringa | Deputy Shire President |
| Cr Radford | |
| Cr Egerton-Warburton | |
| Cr Mathwin | |
| Cr Mickle | |
| Cr Webb | |

STAFF

| | |
|----------------|--|
| Grant Thompson | Chief Executive Officer |
| Tonya Pearce | Governance and Rates Officer |
| Darryn Watkins | Manager Works and Infrastructure |
| Jill Johnson | Manager Financial and Corporate Services |

3.1 APOLOGIES

3.2 APPROVED LEAVE OF ABSENCE

MEMBERS OF THE PUBLIC

Cathy Ivey, B&D Eatt, P Crook, S&M Williams

4 DECLARATION OF INTEREST

9.1.1 Proposed Local Planning Policy No. 10 – Wind Farms/Wind Turbines

Cr Wieringa

Cr Webb

14.1.2 CEO and Contracted Roles Annual Salary Review Escalator 2025

Grant Thompson, CEO

Tonya Pearce, Governance and Rates Officer

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Not applicable

5.2 PUBLIC QUESTION TIME

6 CONFIRMATION OF MINUTES

6.1 ORDINARY COUNCIL MEETING 24 JUNE 2025

Unconfirmed Minutes of an Ordinary Council Meeting held 24 June 2025 are at [attachment 6.1.1](#).

OFFICER RECOMMENDATION/COUNCIL DECISION

95/25 Moved Cr Mathwin

Seconded Cr Radford

That the Minutes of an Ordinary Council Meeting held 24 June 2025 be confirmed as a true record.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

7 PRESENTATIONS

7.1 PETITIONS

7.2 PRESENTATIONS

7.3 DEPUTATIONS

7.4 DELEGATES' REPORTS

Cr Bilney – Great Southern Zone Meeting

8 METHOD OF DEALING WITH AGENDA BUSINESS

Nil

9

REPORTS
9.1 KEY PILLAR ‘LIFESTYLE’ REPORTS
9.1.1 PROPOSED LOCAL PLANNING POLICY NO. 10 – WIND FARMS / WIND TURBINES

| | |
|----------------------|---|
| AUTHOR | Steve Thompson- Consultant Planner, Edge Planning & Property |
| DATE | Thursday, 10 July 2025 |
| FILE NO | M – 1829138942-10 |
| ATTACHMENT(S) | <p>9.1.1.1- Publicly advertised draft Policy</p> <p>9.1.1.2- Submissions</p> <p>9.1.1.3- Western Australian Planning Commission Position Statement: Renewable Energy Facilities</p> <p>9.1.1.4- Recommended final adopted version of Local Planning Policy 10 – Wind Farms/Wind Turbines</p> <p>9.1.1.5- <i>Planning and Development (Local Planning Scheme) Regulations 2015</i></p> |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN 2023 – 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|---|--|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Lifestyle Economics Performance | 2. Proactive Community Spirit 5. Assisted New Business 12. A High Performing Council | 2.6 Wellbeing advancement 5.1 Industrial land release |

DECLARATION OF INTEREST

Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the *Local Government Act 1995*).

SUMMARY

To inform Council of the public consultation outcomes and to seek Council’s final adoption of *Local Planning Policy No. 10 Wind Farms / Wind Turbines*.

BACKGROUND

At the Ordinary Council Meeting on 20 August 2024, the Council passed the following motion at minute No 90/24:

‘That Council:

- 1. Adopt the draft Local Planning Policy No. 10 - Wind Farms for the purpose of public advertising.*
- 2. Authorise the Chief Executive Officer to advertise the draft policy as required and*
- 3. Present any community feedback to Council for consideration.*
- 4. Amend 3H in the Policy*

From:

'Ensure that wind farms are located so as not to have any detrimental impact on Kojonup views from Kojonup townsite or any other residential areas, such as Muradup and Jingalup.'

To:

'Ensure that wind farms are located so as not to have a significant impact on Views from the Kojonup, Muradup and Jingalup townsites.'

In accordance with the Council resolution, the Shire administration consulted extensively for a six (6) week period from 25 November 2024 to 6 January 2025. The publicly advertised draft Policy is outlined in [Attachment 9.1.1.1](#).

The Shire received nine (9) submissions on the draft Policy which are outlined in [Attachment 9.1.1.2](#). One submitter made two (2) submissions. A range of views were expressed including the need for the Policy, the impacts and benefits of wind farms and key matters for the Council to consider. Four (4) submissions sought to 'soften' the Policy, while five (5) submissions sought to 'harden' the Policy.

Issues raised in the submissions included:

- A key issue relates to wind turbines setbacks from non-host landholdings with a range of suggestions;
- There is a need to protect traditional agricultural and related activities, with also a need to diversify the local economy and support employment opportunities;
- There is a need for additional renewable energy in Western Australia and the Council should support new renewable energy facilities;
- Wind farms are compatible with agriculture;
- Wind farms should not have detrimental impacts on neighbouring or nearby landowners;
- Consider the suitability and impacts on local roads;
- Consider the impacts of aviation and aerial spraying near turbines;
- Potential increased bushfire risks and potential impacts of wind turbines drying pastures;
- Wind farm proponents support local communities such as through a community fund;
- Seek to extend the consultation period on the draft Policy; and
- Finalising the Policy can assist the Shire from costs associated with compliance.

[Attachment 9.1.1.3](#) sets out in the Western Australian Planning Commission (WAPC) *Position Statement: Renewable Energy Facilities*.

COMMENT

Following a review of the submissions, it is recommended that Council grant final adoption to the version of the Policy set out in [Attachment 9.1.1.4](#). This incorporates modifications from the version that was publicly advertised. The modifications are a result of the submissions, to not duplicate the WAPC *Position Statement: Renewable Energy Facilities* and to regroup various sections. The modified Policy is more succinct than the advertised draft Policy. It still covers the same issues and highlights the need for appropriate separation distances from neighbouring dwellings and non-host property boundaries.

Wind farms present an opportunity to contribute to a clean and sustainable source of power and support economic development. However, it is crucial to manage these developments to minimise impacts on the environment, landscape and local communities.

The Policy sets out matters the local government requires to be suitably addressed in a Development Application. The Policy includes policy provisions relating to:

- Siting, Separation Distances and Noise Impacts;
- Other Environmental and Social Impacts;
- Visual and Landscape Impact;
- Traffic Impacts and Road Contributions;
- Community Benefit Fund; and
- Decommissioning.

In relation to the Community Benefit Fund, it is highlighted there is no current statutory backing for a Community Benefit Fund or similar. In the foreseeable future, this would be a negotiated arrangement with the proponent. It is suggested the Shire review Commonwealth and/or State schemes, programs and guidelines relating to renewable energy and consider implications for the Shire.

The Policy sets out that no development approval is required for a domestic scale wind turbine servicing a single residence or a farming operation where infrastructure is contained on one lot and where it meets Scheme setback requirements for the zone. This is subject to the works not impacting a heritage-protected place. Development approval is required for all other wind farm and renewable energy facility development.

The Council has the following options:

- Proceed with the Policy without modification; or
- Proceed with the Policy with modification; or
- Defer and seek additional information; or
- Not to proceed with the Policy.

CONSULTATION

The Shire administration undertook extensive consultation on the draft Policy for a six (6) week period. This included writing to and inviting comments from relevant stakeholders, placing a public notice in a local paper, details on the Shire's Facebook page, placing details on the Shire website and having information available at the Shire office.

STATUTORY REQUIREMENTS

Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015 and Shire of Kojonup Town Planning Scheme No.3.

Attachment 9.1.1.5 is the *Planning and Development (Local Planning Schemes) Regulations 2015* which sets out matters relating to making and amending local planning policies. This includes that draft policies need to be advertised for at least 21 days. The Shire met and exceeded the requirements in the Regulations.

POLICY IMPLICATIONS

These are addressed in this report and in the attachments. Finalisation of the Policy will set the framework to future wind farm development within the Shire. The Policy will inform future development applications and planning decisions, ensuring that wind farm development projects are developed responsibly and sustainably.

Local planning policies are non-statutory documents which provide guidance to assist the local government in its decision making. Accordingly, the local government is not bound by the Policy but is required to have regard to the Policy in determining development applications.

Relevant informing policy documents include:

- Position Statement: Renewable Energy Facilities
- *State Planning Policy 2.5 Rural Planning*
- *State Planning Policy 4.1 Industrial Interface*

FINANCIAL IMPLICATIONS

There were Shire costs in advertising the draft Policy.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|--|--|---|----------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 6. Engagement | Inadequate documentation or procedures | Public notices / local papers / website communication | Nil |
| 7. Environment | Inadequate local laws / planning schemes | Environmental management compliance | Nil |
| <i>Risk rating: Adequate</i> | | | |
| IMPLICATIONS | | | |
| The Shire has met the statutory requirements in seeking comment on the draft Policy. Any future amendment to the Policy requires community and stakeholder consultation. It is expected that final adoption of the Policy will mitigate risks by providing clear guidelines for the assessment and management of wind farm projects in the future. | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil at this stage. The Policy considers impacts on Shire managed roads.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

Cr Webb left the meeting at 3.08pm

COUNCIL DECISION

96/25 Moved Cr Egerton-Warburton Seconded Cr Mathwin

That Council

1. notes Cr Wieringa's Indirect Financial Interest related to a closely associated relevant person; and,
2. authorises Cr Wieringa to stay present in the Chamber, participate in the debate, and be allowed to vote on the item 9.1.1.

CARRIED 6/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

COUNCIL DECISION

98/25 Moved Cr Mathwin Seconded Cr Mickle

Adjourn the meeting at 3.24pm for the Chief Executive Officer to get clarification from the Town Planner on a proposed amendment to the Policy.

CARRIED 6/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

COUNCIL DECISION

99/25 Moved Cr Mickle Seconded Cr Mathwin

Reconvene the meeting at 3.31pm with the return of the Chief Executive Officer.

CARRIED 6/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

CEO clarified, the Town Planner advised the policy can be amended as it does not change the intention or materiality of the clause, but clarifies its purpose, and advised that it can be the height of the turbine to the tip of the blade plus a percentage, as an example 20%. Therefore, the Shire is not required to re-advertise the Policy.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

97/25 Moved Cr Egerton-Warburton Seconded Cr Radford

That Council:

1. Pursuant to Schedule 2, Part 2 and Clause 4(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant final adoption to *Local Planning Policy No. 10 – Wind Farms / Wind Turbines* as set out in Attachment 9.1.1.4.
2. Note the Shire administration will arrange to publish a copy of the notice relating to the final adopted policy on the Shire website and in a local newspaper.
3. Thank submitters for making a submission.

AMENDMENT

100/25 Moved Cr Mathwin

Seconded Cr Mickle

To amend 5.1 F) of the policy. That in addition to addressing the above, wind turbines are sited to mitigate safety risks in the event of a blade drop or throw from a non-host landholding boundaries, from the edge of public road reserves or from other public land. The recommended setback is to be a minimum of 1.5 times the height of the turbine, inclusive of the blade length to the tip of the blade.

CARRIED 6/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

MOTION WITH AMENDMENT WAS PUT

That Council:

1. Pursuant to Schedule 2, Part 2 and Clause 4(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant final adoption to *Local Planning Policy No. 10 – Wind Farms / Wind Turbines* as set out in Attachment 9.1.1.4.
2. Note the Shire administration will arrange to publish a copy of the notice relating to the final adopted policy on the Shire website and in a local newspaper.
3. Thank submitters for making a submission.
4. To amend 5.1 F) of the policy. That in addition to addressing the above, wind turbines are sited to mitigate safety risks in the event of a blade drop or throw from a non-host landholding boundaries, from the edge of public road reserves or from other public land. The recommended setback is to be a minimum of 1.5 times the height of the turbine, inclusive of the blade length to the tip of the blade.

CARRIED 6/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Radford, Cr Mathwin, Cr Mickle

Question: Can you confirm that in the plan, there is a 1000m setback between the turbine and the boundary of the neighbour who is a non-stakeholder?

Response: Yes, there is a minimum distance before the negotiation with the non-stakeholder takes place.

Question: What is the process of Development Applications for Wind Farms? Outline the Development Application Process?

Response: For clarity there is no Development Application currently being assessed. There are currently three (3) avenues for a developer to apply for a Development Application. One (1) is through the Local Government, two (2) they can choose to have the Development Application assessed through a Development Assessment Panel and, three (3) assessment through the Strategic Development Assessment Unit, this is for significant capital investment and this is done through the West Australian Planning Commission.

Question: What affect can the policy have on a Development Application?

Response: There is only a guideline from the State perspective in place for the Renewable Energy Developments. This policy firms up detail around how the Council may assess the different types of developments being constructed. The Council still has an ability to develop conditions through a Development Application process that are reasonable. Any reasonable process will revert back to Local Government seeking input.

It should be stated the State Government, through the Minister, is developing a Planning Framework that in future may or may not remove Local Governments involvement in these Renewable Energy Developments.

Question: Is it possible to amend this document without going back to public consultation?

Response: Depends if it materially changes the intent of the clause being amended. If it is materially different then it would have to go out to public consultation. Clarity is required. CEO to seek immediate advice.

After advice from the CEO the Mover of the amendment confirmed the amendment intent was 1.5 times the height of the turbine inclusive of the length of the blade to the tip of the blade.

Question: Can the Policy be reviewed annually?

Technically planning policies are reviewed every four (4) years, however if something changes the Council may review sooner.

Comment: Under 5.1 D 1500m from any dwelling or sensitive site. Could it be added that it be noted that it is seven (7) times the height of the structure, which ever is the greater. If turbines or projects get bigger, noise could increase. 1.5km may not be sufficient distance from someone's residence.

Response: Meterage is the obvious and easiest metric the Shire can utilize in the policy to demonstrate setbacks, otherwise very complex to write for each different noise scenario.

Comment: under 5.1 F – There is no distance outlined. Would like to add, that it be recommended at 300m or 1.5 times of the turbine between the non-stakeholder host boundary.

Response: This clause gives the Council flexibility to manage that, at the point of time when the Development Application process comes through. Not every turbine is going to have the same parameters, so the current policy wording gives the Council the ability to set those metrics during the assessment process.

Question: is there opportunity with the community benefit fund to receive funding from other sources, other than the wind farm developer/operator, as an example can the landholders contribute to the benefit fund as they are receiving a material benefit.

Response: For clarity Non-stakeholder landholder benefits are a separate issue to the Community benefit fund. The draft policy paper is clear that there are different levels of benefit depending on the impact on the community. How this is paid and collected is being considered by State Government. The Great Southern WALGA Zone preference is to have one number at \$1500 per megawatt, a mandatory number. As the benefit is generated from the turbines it is unlikely stakeholder landholders will be obliged to contribute to the community benefit fund.

B&D Eatt, P Crook, S&M Williams left the meeting at 3.39pm
Cr Webb and Estelle Lottering entered the meeting at 3.39pm

9.1.2 PROPOSED SHADE SHELTER (GAZEBO) - KOJONUP CEMETERY, TUNNEY ROAD, KOJONUP (LAND ID 1929358)

| | |
|----------------------|--|
| AUTHOR | Steve Thompson - Consultant Planner, Edge Planning & Property |
| DATE | Friday, 4 July 2025 |
| FILE NO | M-1967563435-21 |
| ATTACHMENT(S) | 9.1.2.1 – Lions Cemetery Planning 9.1.2.2 – 2025.5.11 Shire of Kojonup Official Letter cemetery project |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN 2023 – 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|---|--|------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Lifestyle Performance | 2. Proactive Community Spirit 12. A High Performing Council | 2.6 Wellbeing advancement |

DECLARATION OF INTEREST

Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the *Local Government Act 1995*).

SUMMARY

To consider an application for development approval for a shade shelter at the Kojonup Cemetery.

BACKGROUND

The applicant seeks approval to construct a shade shelter (gazebo) to provide shade and shelter for visitors to the cemetery. The proposed gazebo will have a gabled roof with open sides and will be located at the main gathering entrance of the cemetery. The proposed gazebo is 12.5 metres long, 8.5 metres wide and 3.5 metres high to enable access of service vehicles. The existing trees that line the entrance to the cemetery will not be impacted by the structure.

A site plan and details relating to the structure are set out in [Attachment 9.1.2.1](#).

COMMENT

The proposed shade shelter is supported. Following an assessment of the Development Application against the planning framework, it is recommended that Council conditionally approve the Development Application given:

- It is consistent with the objectives of the Public Purposes Reserve in the Scheme;
- The proposed development will not create amenity impacts but instead provides shelter and shade to those attending the cemetery;
- It does not impede on service vehicles entering the cemetery;
- The existing trees are not impacted; and
- There are no objections from other Shire officers/units.

ALTERNATIVE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available to it which are summarised below:

1. *Not approve the proposal*
2. *Approve the proposal* - the Council can choose to approve the application, with or without conditions.
3. *Defer the proposal* - the Council can choose to defer the matter and seek additional information from the applicant before proceeding to make a decision.

This is a discretionary decision and the applicant has a right to request a review of any decision and/or condition made by the local government to the State Administrative Tribunal if aggrieved by the decision and/or any condition.

CONSULTATION

No consultation has been undertaken.

STATUTORY REQUIREMENTS

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Kojonup Town Planning Scheme No. 3 (TPS3)

The site is reserved as 'Public Purposes' in TPS3. Clause 2.2 of the TPS3 text requires the local government to consider the objectives and purpose of the reserve.

The site is located within a bushfire prone area as designated by the Fire and Emergency Services Commissioner.

POLICY IMPLICATIONS

State Planning Policy 3.7 Bushfire

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|---------------------------|---|---|----------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 3 – Compliance | Impulsive decision making Ineffective monitoring of changes to legislation | Professional accreditation / certification maintained | Nil |
| 6 – Engagement | Inadequate documentation or procedures | Public notices / local papers / website communication | Nil |
| 7 – Environment | Inadequate local laws / planning schemes | Environmental management compliance | Nil |

| | | | |
|---|--|--|-----|
| 8 – Errors, Omissions and Delays | Complex legislation Incorrect information | Development Approval performance report | Nil |
| <i>Risk rating: Adequate</i> | | | |
| IMPLICATIONS | | | |
| Applicants need to ensure that Development Applications accord with the intent of the Shire of Kojonup Town Planning Scheme. Council in assessing applications needs to adopt a similar approach that reflects present and future requirements without compromising amenity or establishing precedents. | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

101/25 Moved Cr Radford

Seconded Cr Egerton-Warburton

That Council grant Development Approval for a shade shelter (gazebo) at the Kojonup Cemetery, Tunney Road, Kojonup (Land ID 1929358) *pursuant to Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015* and subject to the following conditions and advice note:

1. The development hereby approved must be carried out in accordance with the submitted plans and specifications (addressing all conditions) or otherwise amended by the local government and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
2. If the development subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect. Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Advice

- A) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

AMENDMENT

102/25 Moved Cr Egerton-Warburton Seconded Cr Mathwin

Move that Advice A becomes Advice B and Advice A is replaced with the advice that states 'Local Traditional owners, Keneang Noongar, must be consulted prior to any commencement of construction.'

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

MOTION WITH AMENDMENT WAS PUT

That Council grant Development Approval for a shade shelter (gazebo) at the Kojonup Cemetery, Tunney Road, Kojonup (Land ID 1929358) *pursuant to Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015* and subject to the following conditions and advice note:

1. The development hereby approved must be carried out in accordance with the submitted plans and specifications (addressing all conditions) or otherwise amended by the local government and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
2. If the development subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect. Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Advice

- A) Local Traditional owners, Keneang Noongar, must be consulted prior to any commencement of construction.
- B) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

Question: Is there a requirement to change the kerbing? Is there works to be done in the area before the shelter can go in?

Response: No kerbing needs to be changed.

Comment: The Shire needs to liaise with the local traditional owners.

9.2 KEY PILLAR ‘ECONOMICS’ REPORTS

Nil

9.3 KEY PILLAR ‘VISITATION’ REPORTS

Nil

9.4 KEY PILLAR ‘PERFORMANCE’ REPORTS

9.4.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY (JUNE 2025)

| | |
|---------------|---|
| AUTHOR | Jill Johnson – Manager Financial and Corporate Services |
| DATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | 9.4.1.1 – Monthly Financial Statements; 1 June 2025 to 30 June 2025 |

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033

To be *“The Cultural Experience Centre of the Great Southern”*

STRATEGIC/CORPORATE IMPLICATIONS

| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
|------------------------|-------------------------------|-----------------------------------|
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to note the Monthly Financial Statement for the month ending 30 June 2025.

BACKGROUND

In addition to good governance, the presentation to the Council of monthly financial reports is a statutory requirement, with these to be presented at an ordinary meeting of the Council within two (2) months after the end of the period to which the statements relate.

COMMENT

The attached Statement of Financial Activity for the period 1 June 2025 to 30 June 2025 represents eleven (12) months, or 100% of the year.

The following items are worthy of noting:

- Closing surplus position of \$2,466,502.
- Capital expenditure achieved 60.4% of budgeted projects.
- Cash holdings of \$3,586 of which \$1,135m is held in cash backed reserve accounts and \$2,451 is unrestricted cash.
- Rates debtors outstanding equate to 6% of total rates raised for 2024/2025.
- Page 11 of the statements detail major variations comparing year to date (amended) budgets to year-to-date actuals in accordance with Council Policy 2.1.6.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

POLICY IMPLICATIONS

Council Policy 2.1.5 defines the content of the financial reports.

FINANCIAL IMPLICATIONS

This item reports on the current financial position of the Shire of Kojonup. The recommendation does not in itself have a financial implication.

RISK MANAGEMENT IMPLICATIONS

Nil

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

103/25 Moved Cr Mathwin

Seconded Cr Wieringa

That the monthly financial statements for the period ending 30 June 2025, as attached, be noted.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

9.4.2 MONTHLY PAYMENTS LISTING – JUNE 2025

| | |
|------------|---|
| AUTHOR | Rachael Egerton-Warburton – Finance Officer |
| DATE | Monday, 14 July 2025 |
| ATTACHMENT | 9.4.2.1 - Monthly Payment Listing June 2025 |

| 'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|-----------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

To receive the list of payments covering the month of June 2025.

BACKGROUND

Nil

COMMENT

The attached list of payments is submitted for receipt by the Council.

Any comments or queries regarding the list of payments is to be directed to the Chief Executive Officer prior to the meeting.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments. Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

POLICY IMPLICATIONS

Council's Policy 2.1.1 provides authorisations and restrictions relative to purchasing commitments.

FINANCIAL IMPLICATIONS

All payments are made in line with Council Policy.

STRATEGIC/CORPORATE IMPLICATIONS

There are no strategic/corporate implications involved with presentation of the list of payments.

RISK MANAGEMENT IMPLICATIONS

A control measure to ensure transparency of financial systems and controls regarding creditor payments.

ASSET MANAGEMENT PLAN IMPLICATIONS

There are no asset management implications for this report.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

104/25 Moved Cr Mickle

Seconded Cr Wieringa

That, in accordance with Regulation 13 (1) of the *Local Government (Financial Management) Regulations 1996*, the list of payments as attached made under delegated authority:

| FROM – 1 June 2025 | | TO – 30 June 2025 |
|--------------------|-------------|-------------------|
| | | |
| Municipal Cheques | 14403 | \$15,649.05 |
| EFTs | 36246-36445 | \$1,192,705.09 |
| Direct Debits | | \$404,106.89 |
| Total | | \$1,612,461.03 |

be received.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

9.4.3 IMPOSITION OF FEES AND CHARGES, AND RUBBISH REMOVAL CHARGES FOR 2025/2026 ANNUAL BUDGET

| | |
|---------------|--|
| AUTHOR | Grant Thompson – Chief Executive Officer |
| DATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | 9.4.3.1 – FY 2025-2026 Fees and Charges |

| 'PLACEMAKING' STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>"The Cultural Experience Centre of the Great Southern"</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|-----------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider the imposition of -

1. Fees and charges for the 2025/2026 financial year;
2. Rubbish removal charges and recycling removal charges for the 2025/2026 financial year.

BACKGROUND

Sections 6.16 to 6.19 of the *Local Government Act 1995* govern how a local government may impose fee and charges for the provision of goods or services.

Section 6.16 states:

6.16. Imposition of fees and charges

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

**** Absolute majority required.***

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

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

** Absolute majority required.*

6.17. Setting level of fees and charges

- (1) *In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —*
- (a) *the cost to the local government of providing the service or goods; and*
 - (b) *the importance of the service or goods to the community; and*
 - (c) *the price at which the service or goods could be provided by an alternative provider.*
- (2) *A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.*
- (3) *The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —*
- (a) *under section 5.96; or*
 - (b) *under section 6.16(2)(d); or*
 - (c) *prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.*
- (4) *Regulations may —*
- (a) *prohibit the imposition of a fee or charge in prescribed circumstances; or*
 - (b) *limit the amount of a fee or charge in prescribed circumstances.*

6.18. Effect of other written laws

- (1) *If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —*
- (a) *determine an amount that is inconsistent with the amount determined under the other written law; or*
 - (b) *charge a fee or charge in addition to the amount determined by or under the other written law.*
- (2) *A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.*

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) *its intention to do so; and*

(b) *the date from which it is proposed the fees or charges will be imposed.*

Sections 67 and 68 of the *Waste Avoidance and Resource Recovery Act 2007* also apply to the imposition of rubbish and recycling removal charges. Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* states:

67. Local government may impose receptacle charge

- (1) A local government may, in lieu of, or in addition to a rate under section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.*
- (2) The charge is to be imposed on the owner (as defined in section 64(1)) or occupier, as the local government may decide, of any premises provided with a waste service by the local government.*
- (3) The provisions of the Local Government Act 1995 relating to the recovery of general rates apply with respect to a charge referred to in subsection (1).*
- (4) In the case of premises being erected and becoming occupied during the year for which payment is to be made, the charge for the service provided is to be the sum that proportionately represents the period between the occupation of the premises and the end of the year for which payment is made.*
- (5) Notice of any charge made under this section may be included in any notice of rates imposed under section 66 or the Local Government Act 1995, but the omission to give notice of a charge does not affect the validity of the charge or the power of the local government to recover the charge.*
- (6) A charge may be limited to premises in a particular portion of the area under the control of the local government.*
- (7) Charges under this section may be imposed in respect of and are to be payable for all premises in respect of which a waste service is provided, whether such premises are rateable or not.*
- (8) A local government may make different charges for waste services rendered in different portions of its district.*

Section 68 of the *Waste Avoidance and Resource Recovery Act 2007* states:

68. Fees and charges fixed by local government

Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.

COMMENT

Fees and Charges schedule ([attachment 9.4.3.1](#)) for reference. There are no recommended changes to the rubbish removal charges from the previous year.

Incorporated into the Schedule of Fees and Charges are the following Rubbish Removal Charges relating to the 2025-2026 financial year:

Annual Fee GST Exclusive

| | |
|---|----------|
| Waste & Recycling Collection – weekly/fortnightly service | \$420.00 |
|---|----------|

Shire of Kojonup – Ordinary Council Meeting Minutes – 22 July 2025

| | |
|---|-------|
| Additional Waste Collection 240lt bin | \$250 |
| Additional Recycling Collection 240lt bin | \$210 |

The main fees and charges that have changed, and their variances, in the 2025/2026 budget year on year are summarised in the following Tables (refer to [attachment 9.1.3.1](#) for more detailed information):

| Motor Vehicle Licensing | <u>Variance</u> |
|--|------------------------|
| Shire of Kojonup Local Authority Number Plates (This is addition to the Dept of Transport fees set by the Dept of Transport - as at 1 July 2025) | -\$ 225.00 |
| Impounding - All stock/head | \$ 110.00 |
| Daily Sustenance fees/head | \$ 55.00 |
| Destruction - All stock /head | \$ 110.00 |
| Ranger Services Labour Hire (per hour) | \$ - |
| Ranger Attendance (8am -5pm) | \$ 90.00 |
| Ranger Attendance (5pm - 8am) | \$ 216.00 |
| Approval to Breed Dogs - 1 Year/per breeding | \$ 100.00 |
| Approval to Breed Cats - 1 Year/per breeding | \$ 100.00 |
| Application and License to keep approved dog kennel establishment (Annual) | \$ 200.00 |
| Application and License to keep approved cat pound establishment (Annual) | \$ 150.00 |
| Dog kept in approved kennel establishment licensed under section 27 (Normal dog) | \$ 200.00 |
| Dog kept in approved kennel establishment licensed under section 27 (Working dog) | \$ 50.00 |
| Microchipping of Impounded Dog | \$ 25.00 |
| Microchipping of Impounded Cat | \$ 25.00 |
| Disposal of small animal carcasses | \$ 110.00 |
| Fire Maps | |
| Fire Maps - A3 size | \$ 5.00 |
| Fire Maps - A1 Size | \$ 10.00 |
| Installing of Fire Breaks - Contract work | |
| Administration Fee to arrange Non-compliant fire breaks | \$ 137.41 |
| Fines Enforcement Registry - Registration Fee Increase 2025-2026 | |
| Final Demand | \$ 27.60 |
| Fee for Enforcement Certificate | \$ 23.50 |
| Fee for Registering Infringement | \$ 88.50 |
| Health Services | |
| Environmental Health Officer | |
| Food Premises Registration | \$ 255.00 |
| Caravan Park or Camping Grounds (schedule 3 of Regulations) | |
| Registration of Lodging Houses | \$ 250.00 |

| | |
|--|-------------|
| <u>Independent Living Units (Loton Close)</u> | |
| 4 Weekly Maintenance - Units | |
| North Units - Rent per week (existing tenants as at 1 July 2015) | \$ 5.00 |
| North Units - Rent per week (new tenants after 1 July 2015) | \$ 5.00 |
| South Units - Rent per week | \$ 5.00 |
| Soldier Rd Units - Rent per week | \$ 5.00 |
| Bond | |
| <u>Housing Rental - Per Week</u> | \$ - |
| 8c Newton Street | \$ 5.00 |
| 12b Elverd Street | \$ 5.00 |
| Lot 8 Soldier Road | \$ 5.00 |
| 26 Katanning Road | \$ 5.00 |
| 30 Katanning Road | \$ 5.00 |
| 34 Katanning Road | \$ 5.00 |
| 15 Loton Close | \$ 5.00 |
| <u>Cemeteries</u> | |
| <u>Right of Burial</u> | |
| Form of Grant of Right of Burial/Interment | |
| Land 2.4m x 1.2m where directed by Trustees | \$ 15.00 |
| Reservation of Plot | \$ 5.00 |
| <u>Interment Fees</u> | |
| Double Interment at the same time | \$ 1,500.00 |
| Interment of Ashes into burial plot | \$ 500.00 |
| <u>Miscellaneous Cemetery Charges</u> | |
| Urn & Decanting of Ashes (if required) | \$ 20.00 |
| <u>Cemetery Licences</u> | |
| Monumental Licence Annual Licence Fee | \$ 350.00 |
| <u>Sanitation - Refuse</u> | |
| Additional Rubbish Bin | \$ 120.00 |
| <u>Sewerage</u> | |
| Local Government Report Fee (when EHO approval is needed) | \$ 118.00 |
| <u>Town Planning - Scheme Amendment / Structure Plan</u> | |
| LPS Amendment - Basic | 3500 |
| LPS Amendment - Standard | 6600 |
| LPS Amendment - Complex | 9900 |
| Structure Plan | 6600 |
| <u>Memorial Hall and Lesser Hall - Additional Charges</u> | |
| <u>Memorial Hall and Lesser Hall - Bonds (Refundable)</u> | |
| - With liquor per booking | \$ 200.00 |

| | |
|--|-------------|
| <u>Recreation Sporting Complex</u> | |
| <u>Recreation Sporting Complex - Day OR Evening (or part thereof)</u> | |
| <u>Private and/or Commercial:</u> | |
| Main Upstairs Function Room & Kitchen | \$ 50.00 |
| <u>Recreation Sporting Complex - Additional Charges</u> | |
| <u>Recreation Sporting Complex - Bonds (Refundable)</u> | |
| - Standard Hire Bond | |
| - Hire Bond (with alcohol) | \$ 50.00 |
| <u>Miscellaneous Planning Fees</u> | |
| Permanent road closure application | \$ 1,500.00 |
| Information Research (Town Planner) per hour | \$ 186.00 |
| <u>Saleyard and Washdown Bay</u> | |
| Fob Key | \$ 40.00 |
| <u>Vehicle Impound Fees</u> | |
| - Storage of Abandoned Vehicles (per day) | \$ 5.00 |
| <u>Labour Hire (per hour) Normal Working Hours - (overtime rates apply outside of normal working hours)</u> | |
| Labour Hire - Private Works | \$ 5.00 |

CONSULTATION
Management Team

STATUTORY REQUIREMENTS

Local Government Act 1995 s.6.16 to s.6.19.

Waste Avoidance and Resource Recovery Act 2007, s67 and s68.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All fees listed in the attached schedule have been incorporated into the Draft Budget.

RISK MANAGEMENT IMPLICATIONS

Nil

ASSET MANAGEMENT IMPLICATIONS

An appropriate list of fees and charges can assist to fund the required asset management activities.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

105/25 Moved Cr Radford

Seconded Cr Mathwin

That Council, pursuant to Sections 6.16 of the Local Government Act 1995 and Section 67 of the Waste Avoidance and Resource Recovery Act 2007, adopts the fees and charges, as listed in the Schedule of Fees and Charges for 2025/2026, and incorporates the Schedule of Fees and Charges into its 2025/2026 annual budget.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

9.4.4 APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON FOR LOCAL GOVERNMENT COMMITTEES

| | |
|---------------|---|
| AUTHOR | Tonya Pearce – Governance and Rates Officer |
| DATE | Friday, 11 July 2025 |
| ATTACHMENT(S) | Nil |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “The Cultural Experience Centre of the Great Southern” STRATEGIC/CORPORATE IMPLICATIONS | | |
|---|-------------------------------|-----------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

Amendments to the Local Government Act 1995 now require that Council formally appoint the Chairperson and Deputy Chairperson to committees established under section 5.8. Excluding the Audit, Risk and Improvement Committee and committees established under other Acts, are required to appoint Committee Chairs by absolute majority at an Ordinary Meeting of Council.

BACKGROUND

Recent amendments to section 5.12 of the Local Government Act 1995 remove the ability for committee members to elect their own Chairperson. The Chair and Deputy Chair are to be appointed from within the elected members group.

Considering these changes, Council may wish to reconsider the status of the Roads and Technical Services Advisory Committee in the context of establishing this as a working group. This is recommended as it makes sense as it is an internal Council meeting with no community members.

The Audit, Risk and Improvement Committee has established an Independent Chairperson at its 24 June 2025 Ordinary Council Meeting. A Deputy Chairperson is yet to be appointed.

“79/25 Moved Cr Mathwin

Seconded Cr Mickle

That Council appoints the following independent chairperson to the Audit, Risk and Improvement Committee:

Independent Chairperson – Cathrine Ivey

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle”

COMMENT

The Council has the following committees established under section 5.8 of the Act

Audit, Risk and Improvement Committee

Cr Bilney

Cr Mickle

Cr Mathwin

Cr Webb

Cathy Ivey (Independent Chair)

Natural Resource Management Committee

Cr Bilney (Chair)

Cr Egerton-Warburton

Kath Mathwin

Prue Batchelor

Observers (Wagyl Kaip & Southern Dirt)

Bush Fire Advisory Committee

Cr Bilney (Chair)

Cr Mathwin

Cr Webb

Cr Radford

Disability, Access, Inclusion and Health Committee

Cr Bilney (Chair)

Cr Mathwin

Cr Egerton-Warburton

Kevin Broom

Cathy Ivey

Lorenzo Prandi

Historical, Tourism and Cultural Committee

Cr Wieringa (Chair)

Cr Mickle

Barbara Hobbs

Ronice Blair

Andrew Chandler

Observer (Katy from Caravan Park)

RSL

Roads and Technical Services Advisory Committee

Cr Radford (Chair)

Cr Egerton-Warburton

Cr Webb

CONSULTATION

CEO

STATUTORY REQUIREMENTS

Sections 5.8 and 5.12 *Local Government Act 1995*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|--|---|--|---|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 6. Engagement | Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members. | Community-based Committees, forums & workshops | Review Legislative requirement for Communications Plans |
| <i>Risk rating: Moderate</i> | | | |
| IMPLICATIONS There are two implications 1. not complying with the local government reforms and regulations, 2. Not having effective representation can stifle community involvement. | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

106/25 Moved Cr Mathwin

Seconded Cr Mickle

In terms of section 5.12 of the *Local Government Act 1995* the following Chairperson and Deputy Chairperson is appointed to the relevant committees established in terms of section 5.8 of the *Local Government Act 1995*.

Natural Resource Management Committee

Chairperson: Cr Bilney

Deputy Chairperson: Cr Egerton-Warburton

Bush Fire Advisory Committee

Chairperson: Cr Bilney

Deputy Chairperson: Cr Mathwin

Disability, Access, Inclusion and Health Committee

Chairperson: Cr Bilney

Deputy Chairperson: Cr Mathwin

Historical, Tourism and Cultural Committee

Chairperson: Cr Wieringa

Deputy Chairperson: Cr Mickle

and;

The Council authorises the CEO:

1. To amend the terms of reference and purpose of the Roads and Technical Services Advisory Committee to a Working Group; and
2. rename it as the Roads and Technical Services Working Group, and
3. remove it from the Council's formal committee list; and
4. approve the appointment of Cr. Roger Bilney as a member of the Roads and Technical Services Working Group.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

Question: Why change the Roads and Technical Services Advisory Committee to a Working Group.

Response: This is a Councillor internal Committee, therefore a working group of Council, it is not a community advisory group.

9.4.5 ELECTED MEMBERS CHARTER REVIEW

| | |
|---------------|--|
| AUTHOR | Tonya Pearce – Governance and Rate Officer |
| DATE | Monday, 16 June 2025 |
| ATTACHMENT(S) | 9.4.5.1 – Elected Members Charter |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|-----------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to conduct an annual review of its Elected Members Charter.

BACKGROUND

The Elected Members Charter (the Charter) was designed to assist elected members to understand their roles and responsibilities and to serve as an enduring resource throughout the Elected Members term.

The Charter is planned for review annually unless requiring amendment in the interim.

A separate induction program, relevant to the Shire of Kojonup, is also conducted post biennial election.

COMMENT

The *Local Government (Model Code of Conduct) Regulations 2021* were gazetted on Tuesday 2 February 2021 and took effect on 3 February 2021. Council subsequently adopted the “Model Code of Conduct for Elected Members, Committee Members and Candidates” (the Code), on 18 May 2021 and resolved to include the Code in the Elected Members Charter.

The Code has been developed to guide the decisions, actions and behaviours of members, in council, on council committees and candidates running for election as a council member. Elected Members, Committee Members and Candidates *must comply* with the provisions of the Code in fulfilling their role and responsibilities, as set out in the *Local Government Act 1995*.

Local Government Elections will be held on 18 October 2025. Candidates are subject to the same requirements as an Elected Member while they are campaigning. Feedback obtained from Elected Members (via the Briefing Session held 13 July 2021) indicated that Elected Members had felt ill prepared for the challenges which are part and parcel of their role, and

that prior knowledge of what was involved (in addition to undertaking the Department of Local Government, Industry Regulation and Safety (DLGIRS) induction), would have been helpful. Elected Members advised that the “Charter” was a helpful resource and, as such, it is the author’s recommendation that Candidates are provided with a copy of the Elected Members Charter upon submitting their nomination.

CONSULTATION

Chief Executive Officer
Governance and Rates Officer

STATUTORY REQUIREMENTS

In accordance with *Section 4.48 and 4.49* of the *Local Government Act 1995*, potential candidates for election to Council are required to have ‘completed the course of induction’.

While it is considered best practice for local governments to have policies, procedures and guidelines that provide guidance to both staff and elected members, there is no statutory requirement to produce this Charter in particular.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|--|----------------------------------|------------------------------------|----------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 3. Compliance | Ineffective policies & processes | Councillor/Staff Induction Process | Nil |
| Risk rating: Adequate | | | |
| IMPLICATIONS | | | |
| Robust systems and controls, including guidance documents such as an Elected Members Charter, provide for good governance and reduce risk associated with lack of training and reference material. | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

107/25 Moved Cr Mathwin

Seconded Cr Egerton-Warburton

That

1. Council endorses the updated Elected Members Charter, as presented; and
2. The Elected Members Charter be provided to candidates in the Local Government Elections.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

Comment: This is a general review and the document is being modernised and updated.

9.4.6 GREAT SOUTHERN VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GSVROC) MEMORANDUM OF UNDERSTANDING AND STRATEGIC PLAN

| | |
|----------------------|--|
| AUTHOR | Grant Thompson – Chief Executive Officer |
| ATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | 9.4.6.1 - GSVROC Draft MOU 19052025 9.4.6.2 - GSA Strategic Directions Slideshow VROC 9.4.6.3 - Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025 |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|--------------------------------|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 11. Fresh Community Engagement | 11.1 Targeted Community and Stakeholder Engagement |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to consider the Shire of Kojonup’s participation in the evolved Great Southern Voluntary Regional Organisation of Councils (GSVROC).

BACKGROUND

A group of eight (8) Great Southern Shires have expressed an interest in collaborating to participate in a voluntary regional organisation of councils focused on creating regional benefit. A Memorandum of Understanding (MOU) is proposed to document how this collaboration will be structured and governed.

In 2009, Southern Link Voluntary Regional Organisation of Councils (SLVROC) was formed with the Shires of Plantagenet, Cranbrook, Broomehill-Tambellup and Kojonup. The purpose of the group was to work together on resource sharing projects that benefited the members of the VROC.

In 2021, the Shires of Gnowangerup and Katanning were invited to join the group.

Since 2023, the VROC CEOs have been working together on developing a Strategic Directions document that will guide the group’s activities and priorities for project output.

The SLVROC has also been involved in discussions with the other interested Shires in the evolution of the Southern Link Voluntary Regional Organisations of Councils (SLVROC) to a Great Southern VROC (GSVROC) and the formation of a new Memorandum of Understanding to firm up the structure, governance and new membership of the group.

During a March 2025 VROC meeting it was agreed that a draft Memorandum of Understanding be further considered and presented to individual Councils for endorsement.

As a part of the process of renewal a Strategic Plan has been developed and the VROC group has agreed in principle to the key priorities.

The key priorities in the allocation of effort and resources of the formed GSVROC, documented in the strategic plan, are:

1. Economic viability
2. Operational efficiencies
3. Climate resilience

At a meeting of the VROC held in Katanning 19 May 2025 an in principle draft MOU was developed and it was agreed that each of the participating local governments Councils would formally consider a revised MOU.

Further to the evolution of the membership of the group, the Shires of Kent and Woodanilling are invited to participate.

A draft MOU has been prepared with input from all the relevant Councils and with support from Great Southern Development Commission (GSDC)

The next GSVROC meeting is being held on Monday, 4 August 2025 in Mount Barker.

COMMENT

The name of the VROC would change to the Great Southern Voluntary Regional Organisation of Councils (GSVROC).

The GSVROC will not be an incorporated association, nor will it be established under the Local Government Act (Part 3, Division 4). That is, it is not a regional local government.

The GSVROC will be established under the general functions of local governments (clause 3.1). Participating local governments will do so voluntarily.

The Objectives of the evolved GSVROC are to:

1. enhance and assist in the advancement of the Region; and
2. encourage cooperation and resource sharing on a regional basis.

Membership may include the following Councils:

1. Shire of Kojonup
2. Shire of Cranbrook
3. Shire of Broomehill Tambellup
4. Shire of Plantagenet
5. Shire of Gnowangerup
6. Shire of Katanning
7. Shire of Kent
8. Shire of Woodanilling

GSVROC may not borrow money or apply for grants in its own right. It is not intended that GSVROC will take out any policies of insurance and while attending GSVROC meetings or undertaking GSVROC business the members' local government insurances will apply.

GSVROC may apply for an Australian Business Number (ATO recognises unincorporated groups) and therefore may open a bank account. If a bank account is opened the executive officer and the hosting local government CEO could, for example, be signatories for the account to ensure that momentum can be maintained in the delivery of initiatives.

By virtue of having a bank account, the GSVROC may directly contract an executive officer if the majority of members agree.

The obligations of a nominated host local government include the following;

- a) Borrowing funds (the debt becomes a liability of the host local government)
- b) Applying for grants and managing grant recipient obligations,
- c) Host local government CEO;
- d) Assumes direct executive officer line management, and
- e) is a co-signatory for the GSVROC's bank account.

To assist the discussion and agreement on the MOU, the following key terms are presented for ease of reference;

| # | Issue | Proposal |
|----|---------------------------------|---|
| 1 | Name | Great Southern Voluntary Regional Organisation of Councils (GSVROC) |
| 2 | Delegates | Participants may appoint one (1) voting member and two (2) non-voting proxy members. |
| 3 | Votes | Each Participant Shire has one (1) vote. |
| 4 | Attendance | Both the voting member and proxy delegate may attend meetings. |
| 5 | Observers | The CEO may attend and participate in the meeting. |
| 6 | Chair & Deputy | Elected by the voting members. |
| 7 | Term | Two (2) years. |
| 8 | Financial contributions | The GSVROC may resolve to require Participants to make a financial contribution to its operation. |
| 9 | Funding share | Different annual contribution may be requested from a Band 3 local government compared to a Band 4 local government. |
| 10 | Specific project funding | The GSVROC may resolve to require Participants to make an additional financial contribution to a special project or support the appointment of an Executive Officer. |
| 11 | Winding up of a special project | Project plan and budget to determine Participant's financial contributions to a special project and on winding up the surplus be allocated and any outstanding debt paid, in proportion to the contributions outlined in the Project Plan & Budget. |
| 12 | Term of MOU | MOU termination by agreement and if not extended, will expire on 30 June 2028. |
| 13 | Minimum membership | Three (3) years. |
| 14 | Participant termination | Shall be reimbursed or contribute to any debt in proportion to relevant contribution. |
| 15 | New members | By GSVROC resolution. |

| | | |
|----|------------------------|---|
| 16 | New member payments | In addition to the annual operating fee (if applicable) the GSVROC may require a new member to pay an “entry fee”. |
| 17 | Executive functions | Host Local Government is from the elected Chair Origination Shire. If no Executive Officer then host Local Government performs the Executive functions |
| 18 | Meetings | Quarterly |
| 19 | Notice for termination | 12 months notice of withdrawal |

CONSULTATION

Chief Executive Officer
CEO, Shire of Katanning
Southern Link VROC Members
Kojonup Shire President

STATUTORY REQUIREMENTS

Contractual

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Local governments are expected to cover their own cost of travel and meeting attendance.

An annual operating fee can be requested from participating local governments as per the draft MOU.

The draft MOU proposes employing a part-time executive officer, but GSVROC Councils are still reviewing this option during their budget planning.

The Shire may be requested to contribute to the cost of Special Projects and the appointment of an Executive Officer.

The funding will be presented in a separate agenda item subsequent to this agenda item.

A copy of the Draft MOU and the Strategic Directions document is presented to this meeting for consideration.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|--|---|---|-------------------------------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 6. Engagement | Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members. | Participate in advisory committees/groups | Support Stakeholder Engagement Plan |
| Risk rating - <i>Adequate</i> | | | |
| IMPLICATIONS | | | |
| <p>The overall risk of this proposal is considered low. It is important that Council maintains strategic alliances with like-minded local governments in the region. Not participating could isolate the Shire of Kojonup from activities that create value and other local governments who are participating in the GSVROC.</p> <p>The GSVROC presents an opportunity to collaborate with peer local governments in the Central Great Southern on relationships and issues that are consistent throughout the region.</p> | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Minimal impact. SLVROC will evolve to GSVROC with an increase in membership.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

108/25 Moved Cr Wieringa

Seconded Cr Mickle

That Council:

1. Approve the draft Great Southern Voluntary Regional Organisation of Councils (GSVROC) Memorandum of Understanding (MOU), as presented, and authorise the Shire President, Cr. Roger Bilney, to vote in favour of the adoption of the MOU at the next VROC meeting to be held on 4 August 2025 and by doing so create an evolved VROC for the region;
2. Delegate authority to the Shire President and Chief Executive Officer to execute the MOU for the Shire to become a participating member on the basis the draft MOU is approved and adopted by the majority of VROC members at the 4 August 2025 VROC meeting; and,
3. Endorse the Great Southern Voluntary Regional Organisation of Councils Strategic Directions document, as presented, with the following key priorities:
 - a. Economic viability
 - b. Operational efficiencies
 - c. Climate resilience.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

9.4.7 GREAT SOUTHERN VOLUNTARY REGIONAL ORGANISATION OF COUNCILS FUNDING MODEL

| | |
|---------------|--|
| AUTHOR | Grant Thompson – Chief Executive Officer |
| ATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | 9.4.7.1 - GSVROC Draft MOU 19052025 9.4.7.2 - GSA Strategic Directions Slideshow VROC 9.4.7.3 - Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025 |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|--------------------------------|--|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 11. Fresh Community Engagement | 11.1 Targeted Community and Stakeholder Engagement |

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is to consider the Shire of Kojonup’s funding component of the evolved Great Southern Voluntary Regional Organisation of Councils (GSVROC) to enable the GSVROC to remain sustainable and achieve its objects as per the attached Strategic Plan.

BACKGROUND

Central Great Southern shires have expressed an interest in collaborating to create regional benefit and a Memorandum of Understanding is proposed to organise how this collaboration will be structured and governed.

In 2009, Southern Link Voluntary Regional Organisation of Councils (SLVROC) was formed with the Shires of Plantagenet, Cranbrook, Broomehill-Tambellup and Kojonup. The purpose of the group was to work together on resource sharing projects that benefited the members of the VROC.

In 2021, the Shires of Gnowangerup and Katanning were invited to join the group.

Since 2023, the VROC CEOs have been working together on developing a Strategic Directions document that will guide the group’s activities and priorities for project output.

The SLVROC has also been involved in discussions with the other interested Shires in the evolution of the Southern Link Voluntary Regional Organisations of Councils (SLVROC) to a Great Southern Voluntary Regional Organisations of Councils (GSVROC) and the formation of a new Memorandum of Understanding to firm up the structure, governance and new membership of the group.

The key priorities of the Strategic plan are:

1. Economic viability
2. Operational efficiencies
3. Climate resilience

During a March 2025 VROC meeting it was agreed that a draft Memorandum of Understanding be further considered and presented to individual Councils for endorsement.

At a meeting of the VROC held in Katanning 19 May 2025 an in principle draft MOU was developed and it was agreed that each of the participating local governments Councils would formally consider a revised MOU.

A recent draft MOU has been prepared with input from all the relevant Councils and with support from Great Southern Development Commission (GSDC) and outlines the potential costs associated with operating the GSVROC over the life of the MOU.

The next GSVROC meeting is being held on Monday, 4 August 2025 in Mount Barker which will consider both the adoption of the MOU and funding for the GSVROC.

COMMENT

The focus of the GSVROC is to maintain collaboration, to add value through resource sharing and participation provides the opportunity to maintain relationships and build a greater understanding of the issues that face all local governments in the region.

To enable the Memorandum of Understanding and the GSVROC Strategic Plan to be executed to create value the Local Government members may be required to provide funding for:

1. Contracting of an executive officer which generates operating expenses that must be recovered from participating GSVROC members.
2. An annual membership fee which will be implemented as a part of the MOU to meet the operating costs: and,
3. Individual Project cost allocation on an as needs basis.

This Agenda item seeks the Council's consideration to allocate an amount in the Shire of Kojonup FY 2025/2026 Budget commensurate with the expected costs contributing to engaging an executive officer and ancillary expenses as presented.

The following cost estimates are based on these context and assumptions:

1. The requirement for an executive officer is driven by the Great Southern VROC strategic plan, the work output and project delivery complexity.
2. The strategy is not fully yet agreed so it is difficult to determine support hours required.
3. Estimated costs are therefore based on 615hrs/yr of actual executive officer support contracted and benchmarked by the North Eastern Wheatbelt ROC workload.
4. Mileage for meetings etc applies & it's assumed the executive officer will be local.
5. It is assumed the executive officer will;
 - a) work from home.
 - b) be engaged as a contractor by a member council (host council).
 - c) be supplied with a computer (year 1 expense).
 - d) supply their own mobile phone.

The estimated costs are outlined in the following table:

| Expenses costs | Unit | Total | No. Members | Annual Fee Equal | Differential Fee Band 4 | Differential Fee Band 3 | % Difference |
|----------------------------------|---------|-----------------|-------------|------------------|-------------------------|-------------------------|--------------|
| Contractor Expenses | | | | | | | |
| Hours/yr | 615 | | 4 | \$17,577 | \$16,346 | \$18,807 | 15% |
| Base salary/hr | \$72.50 | | 5 | \$14,062 | \$13,077 | \$15,046 | 15% |
| Sub Total | | \$44,588 | 6 | \$11,718 | \$10,898 | \$12,538 | 15% |
| IT & Incidentals | | | 7 | \$10,044 | \$9,341 | \$10,747 | 15% |
| Phone, internet & general office | | \$1,400 | 8 | \$8,788 | \$8,173 | \$9,404 | 15% |
| Accommodation & sustenance* | | \$1,500 | | | | | |
| Projects** | | \$16,000 | | | | | |
| Annual audit | | \$1,500 | | | | | |
| Meeting expenses*** | | \$4,000 | | | | | |
| Sub Total | | \$24,400 | | | | | |
| Travel | | | | | | | |
| Travel (km/yr) | 1,500 | | | | | | |
| ATO rate/km | \$0.88 | | | | | | |
| Sub Total | | \$1,320 | | | | | |
| Grand Total | | \$70,308 | | | | | |

*Accommodation & sustenance covers executive officer expenses.

**Projects – unlinked for delivery of actions, studies, reports etc.

***Meeting expenses covers lunches, morning & afternoon teas and post meeting refreshments.

Please note, to implement actions under the Inland Great Southern Drought Resilience Plan, the Great Southern Development Commission has offered \$42,000 for the employment of an executive officer to assist with implementation of actions under this plan.

The Inland Great Southern Drought Resilience Plan is broad and identifies actions across each of the strategic objectives outlined in the draft GSVROC strategic plan. The three strategic objectives of GSVROC are;

1. Economic Viability
2. Operational efficiency
3. Climate resilience

Due to the alignment of objectives between the GSVROC draft strategic plan and the Inland Drought Resilience Plan, the GSDC has agreed to allocate the \$42,000 it has available, to meet the cost of contracting an Executive Officer to the GSVROC.

To enable this to occur, the GSVROC MOU needs to be fully executed by participating member Councils and a host local government would need to be identified and agreed.

The cost to each Council is estimated to be circa \$10,000 each per annum based on all eight (8) members participating at the assumed levels. However, it is recommended that the Shire of Kojonup allocates additional funds for specific projects or in the event of other scenarios materialising that requires additional funding throughout the year. An amount of \$20,000 is being recommended.

CONSULTATION

Chief Executive Officer
Shire of Katanning CEO
SLVROC Members
Kojonup Shire President

STATUTORY REQUIREMENTS

Contractual

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Local governments are expected to cover their own cost of travel and meeting attendance at the GSVROC meeting schedule.

If approved, the Shire of Kojonup's Financial Year 2025/2026 Budget should reflect that it may be required to contribute pro-rata, up to \$20,000 /per annum over the three-year MOU term to meet the cost requirements and to cover other expenses such as projects etc of the GSVROC.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|---|---|---|-------------------------------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 6. Engagement | Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members. | Participate in advisory committees/groups | Support Stakeholder Engagement Plan |
| Risk rating - <i>Adequate</i> | | | |
| IMPLICATIONS | | | |
| <p>The overall risk of this proposal is considered low. However, not participating may isolate the Shire of Kojonup from neighbouring Shires and other local governments who are participating in an effective GSVROC excluding the opportunity for Kojonup to participate in scalable projects and advocacy positions.</p> <p>It is important that Council maintains strategic alliances with like-minded local governments in the region. The GSVROC provides an opportunity to work together with local governments in the Central Great Southern.</p> | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

The funding contributes to a fully functioning VROC.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

109/25 Moved Cr Mathwin

Seconded Cr Egerton-Warburton

That Council:

1. Approve an allocation in the Shire of Kojonup Financial Year 2025/2026 budget of \$20,000 to meet its share of the Great Southern VROC's annual operating expenses, project expenses and costs associated with employing a GSVROC Executive Officer (pro-rata).
2. Delegate Authority to the Shire of Kojonup Voting Member to vote in favour of endorsing the proposed GSVROC budget and specifically the engagement of a GSVROC Executive Officer at the August 4, 2025, meeting of GSVROC, as presented.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

9.4.8 ADMINISTRATION OFFICE - CHANGE OF OPENING AND CLOSING TIMES

| | |
|---------------|---|
| AUTHOR | Grant Thompson, Chief Executive Officer |
| DATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | Nil |

| ‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be <i>“The Cultural Experience Centre of the Great Southern”</i> STRATEGIC/CORPORATE IMPLICATIONS | | |
|--|-------------------------------|-----------------------------------|
| Key Strategic Pillar/s | Community Goal/s | Corporate Objective/s |
| Performance | 12. A High Performing Council | 12.2 SoK monitoring and reporting |

DECLARATION OF INTEREST

The author is a Shire of Kojonup employee and, as such, is affected by the outcome of this report.

SUMMARY

To approve a change to the administration office opening times, specifically Friday closing times.

BACKGROUND

The Shires current hours for the administration office is from 8.00 in the morning until 17.00 in the afternoon, 5 days per week.

The office opens its door to the public at 8.30 in the morning and closes the door to the public at 16.30 in the afternoon, except Wednesdays when the doors are closed to the public at 16.00.

COMMENT

The current averaged worked hours of a Team Member are defined by the Award, the Federal National Employment Standards (NES) and the Enterprise Bargaining Agreement (EBA) as an average of 38 hours per week.

The current hours the office is manned averages 40 hours per week.

Those team members who are a party to the EBA receive a Rostered Day Off (RDO) once per every four (4) weeks as a result of working the additional two (2) hours per week.

RDO's accrue unless taken and the Shire pays the ordinary time wages for the RDO.

Table 1.0 below demonstrates the mechanics of the administration office 40 hour week:

| Current Rostered Admin Hours - 40 Hours per week | | | | | | | | | | | |
|--|------------|-------------------------------|--------------------------|--------|---------------------------|----------------------------------|--|----------------------|-------------|---------------------|-------------------------|
| | Start Time | Opening Procedures/ flags/etc | Doors Open to the Public | Breaks | Doors Close to the Public | Closing/Daily Reconciliation/etc | Finish Time | Office Opening Hours | Total Hours | Actual Worked Hours | Normal Hours as per NES |
| Monday | 8 | 0.5 | 8.3 | 1 | 16.3 | 0.5 | 17 | 8 | 9 | 8 | 7.6 |
| Tuesday | 8 | 0.5 | 8.3 | 1 | 16.3 | 0.5 | 17 | 8 | 9 | 8 | 7.6 |
| Wednesday | 8 | 0.5 | 8.3 | 1 | 16 | 1 | 17 | 7.7 | 9 | 8 | 7.6 |
| Thursday | 8 | 0.5 | 8.3 | 1 | 16.3 | 0.5 | 17 | 8 | 9 | 8 | 7.6 |
| Friday | 8 | 0.5 | 8.3 | 1 | 16.3 | 0.5 | 17 | 8 | 9 | 8 | 7.6 |
| Current Hours | | | | | | | | | | 40 | 38 |
| | | | | | | 2 | additional hours per week | | | | |
| | | | | | | 8 | Hours per month equates to one RDO per month | | | | |
| | | | | | | | RDOs accrue if not taken | | | | |
| | | | | | | | creates a leave liability | | | | |

Table 1.0

The Shire Officers are recommending reverting back to a 38 hour week as per the following Table 2.0:

| Recommended Rostered Admin Hours - 38 Hours per week | | | | | | | | | | | |
|--|------------|-------------------------------|--------------------------|--------|---------------------------|----------------------------------|--|----------------------|-------------|---------------------|-------------------------|
| | Start Time | Opening Procedures/ flags/etc | Doors Open to the Public | Breaks | Doors Close to the Public | Closing/Daily Reconciliation/etc | Finish Time | Office Opening Hours | Total Hours | Actual Worked Hours | Normal Hours as per NES |
| Monday | 8.00 | 0.5 | 8.30 | 1 | 16.30 | 0.5 | 17.00 | 8 | 9 | 8 | 7.6 |
| Tuesday | 8.00 | 0.5 | 8.30 | 1 | 16.30 | 0.5 | 17.00 | 8 | 9 | 8 | 7.6 |
| Wednesday | 8.00 | 0.5 | 8.30 | 1 | 16.30 | 0.5 | 17.00 | 8 | 9 | 8 | 7.6 |
| Thursday | 8.00 | 0.5 | 8.30 | 1 | 16.30 | 0.5 | 17.00 | 8 | 9 | 8 | 7.6 |
| Friday | 8.00 | 0.5 | 8.30 | 1 | 14.30 | 0.5 | 15.00 | 6 | 7 | 6 | 7.6 |
| Current Hours | | | | | | | | | | 38 | 38 |
| | | | | | | 0 | additional hours per week | | | | |
| | | | | | | 0 | Hours per month equates to one RDO per month | | | | |
| | | | | | | | RDO's are not required | | | | |

Table 2.0

The impact of this change is the office closes early each Friday.

The benefits of the change are:

1. Team Member Engagement breaking early on a Friday.
2. Friday afternoons are the quietest time of the administration customer service days.
3. Reduce leave liability and costs to Shire.
4. Value for the wages spent. Increased efficiency to the Shire of reducing two (2) hours per week of eligible roles and the reduction of the need for RDO's.

The disadvantage of this change is:

1. The public do not have access to services on a Friday afternoon as the office will be closed early therefore a reduced customer service impact may materialise.

Quantifying the value of the change is more difficult as it is related to productivity and coverage rather than direct wage savings i.e. less RDO's and therefore more coverage of services over a longer period of time.

The following Table 3.0 gives the Council guidance as to the wage cost correlated to an increasing number of employees. There will be a percentage of cost savings of the total costs outlined in this Table 3.0.

| # FTE Roles | # Hours | Avg wage per hour | Total per week per person | fortnightly | yearly |
|-------------|---------|----------------------|------------------------------|-------------|--------------|
| 1 | 2 | \$ 35 | \$ 70 | \$ 140 | \$ 3,640.00 |
| 4 | 8 | \$ 35 | \$ 280 | \$ 560 | \$ 14,560.00 |
| 5 | 10 | \$ 35 | \$ 350 | \$ 700 | \$ 18,200.00 |

Value creation can also be attributable to reduced RDO Liability which will not be accrued and productivity improvements

Table 3.0

CONSULTATION

Manager Financial and Corporate Services

STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The direct financial impact is minimal and the benefit is a net positive outcome.

RISK MANAGEMENT IMPLICATIONS

| RISK MANAGEMENT FRAMEWORK | | | |
|--|--|--------------------------|----------------|
| Risk Profile | Risk Description/Cause | Key Control | Current Action |
| 5 – Employment Practices | Insufficient staff numbers to achieve objectives | Structural consideration | Nil |
| Risk Rating: High | | | |
| IMPLICATIONS | | | |
| Reduced customer service is considered a low risk as the number of customers being serviced on a Friday afternoon is negligible. | | | |

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

110/25 Moved Cr Radford

Seconded Cr Mickle

That Council approve:

1. The changes to the scheduled administration office hours, as presented; and
2. The Shire advertises the change to the community for a minimum 14 days.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

Estelle Lottering left the meeting at 4.01pm

10 APPLICATIONS FOR LEAVE OF ABSENCE

10.1 Cr Radford – 29 July 2025

COUNCIL DECISION

111/25 Moved Cr Egerton Warburton

Seconded Cr Mickle

That Cr Radford be granted leave of absence 29 July 2025.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM ELECTED MEMBERS WITHOUT NOTICE

Nil

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

Nil

14 MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.1.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES

| | |
|---------------|--|
| AUTHOR | Darryn Watkins – Manager Works and Infrastructure |
| DATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | CONFIDENTIAL 14.1.1.1 - Quotation – Bitumen Sealing - Fulton Hogan Pty Ltd 14.1.1.2 - Quotation – Bitumen Sealing – Boral Resources WA Ltd 14.1.1.3 - Quotation – Bitumen Sealing – Bitutek Pty Ltd 14.1.1.4 - Quotation – Bitumen Sealing – Colas WA Pty Ltd |

14.1.2 CEO AND CONTRACTED ROLES ANNUAL SALARY REVIEW ESCALATOR 2025

| | |
|---------------|---|
| AUTHOR | Tonya Pearce – Governance and Rates Officer |
| ATE | Thursday, 17 July 2025 |
| ATTACHMENT(S) | 14.1.2.1 - Variation to Contract Remuneration - Grant Thompson 14.1.2.2 – Determination of the Salaries and Allowances Tribunal - April 2025 |

STATUTORY REQUIREMENTS

Section 5.23(2) of the Local Government Act 1995 permits the Council to close a meeting, or part of a meeting, to members of the public if the meeting deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government’s property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*.

Subsection (3) requires a decision to close a meeting, or part of a meeting and the reason for the decision to be recorded in the minutes.

Cathy Ivey left the meeting at 4.11pm

PROCEDURAL MOTION/COUNCIL DECISION

112/25 Moved Cr Mickle

Seconded Cr Wieringa

That the meeting proceed behind closed doors in accordance with Section 5.23(2) (e) of the *Local Government Act 1995* at 4.11pm.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

PROCEDURAL MOTION/COUNCIL DECISION

115/25 Moved Cr Radford

Seconded Cr Wieringa

That the meeting be reopened to the public at 4.20pm.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

14.1.1 QUOTATION FOR PROVISION OF BITUMEN SEALING SERVICES

OFFICER RECOMMENDATION/COUNCIL DECISION

113/25 Moved Cr Mathwin

Seconded Cr Radford

That Council approves the quotation from Colas WA Pty Ltd for sum of \$534,632.10 excluding GST for the provision of bitumen sealing services for the 2025/2026 period.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

14.1.2 CEO AND CONTRACTED ROLES ANNUAL SALARY REVIEW ESCALATOR 2025

OFFICER RECOMMENDATION/COUNCIL DECISION

114/25 Moved Cr Mathwin

Seconded Cr Wieringa

That Council:

1. Approves the attached 'Variation to Contract Remuneration 2025 - Grant Thompson', which adjusts the CEO's total remuneration components as presented, in compliance with the recommendation of the '*Western Australia Salaries and Allowances Act 1975 - Determination Of The Salaries And Allowances Tribunal On Local Government Chief Executive Officers And Elected Members April 2025*' determination;
2. Approves a 3% escalator be applied to contracted employees remuneration packages eligible for an escalator, considering the outcome of performance reviews and base remuneration packages of contracted employees as determined appropriate by the CEO; and
3. Apply the 0.5% increase to the superannuation guarantee charge component as per regulatory requirements;
4. Approves the above increases back dated to the 1 July 2025 to align to the performance and salary review period.

CARRIED 7/0

For: Cr Bilney, Cr Wieringa, Cr Egerton-Warburton, Cr Webb, Cr Radford, Cr Mathwin, Cr Mickle

15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 4.23pm.

16 ATTACHMENTS (SEPARATE)

| | | |
|-------|---------|--|
| 6.1 | 6.1.1 | Unconfirmed Minutes of an Ordinary Council Meeting held on 24 June 2025 |
| 9.1.1 | 9.1.1.1 | Publicly advertised draft Policy |
| | 9.1.1.2 | Submissions |
| | 9.1.1.3 | Western Australian Planning Commission Position Statement: Renewable Energy Facilities |
| | 9.1.1.4 | Recommended final adopted version of Local Planning Policy 10 – Wind Farms/Wind Turbines |
| | 9.1.1.5 | <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> |
| 9.1.2 | 9.1.2.1 | Lions Cemetery Planning |
| | 9.1.2.2 | 2025.5.11 Shire of Kojonup Official Letter cemetery project |
| 9.4.1 | 9.4.1.1 | Monthly Financial Statements; 1 June 2025 to 30 June 2025 |
| 9.4.2 | 9.4.2.1 | Monthly Payment Listing June 2025 |
| 9.4.3 | 9.4.3.1 | FY 2025-2026 Fees and Charges |
| 9.4.5 | 9.4.5.1 | Elected Members Charter |
| 9.4.6 | 9.4.6.1 | GSVROC Draft MOU 19052025 |
| | 9.4.6.2 | GSA Strategic Directions Slideshow VROC |
| | 9.4.6.3 | Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025 |
| 9.4.7 | 9.4.7.1 | GSVROC Draft MOU 19052025 |
| | 9.4.7.2 | GSA Strategic Directions Slideshow VROC |
| | 9.4.7.3 | Draft Minutes - Great Southern Local Govt Meeting (Katanning) 19052025 |

CONFIDENTIAL

| | | |
|--------|----------|--|
| 14.1.1 | 14.1.1.1 | Quotation – Bitumen Sealing – Fulton Hogan Pty Ltd |
| | 14.1.1.2 | Quotation – Bitumen Sealing – Boral Resources WA Ltd |
| | 14.1.1.3 | Quotation – Bitumen Sealing – Bitutek Pty Ltd |
| | 14.1.1.4 | Quotation – Bitumen Sealing – Colas WA Pty Ltd |

- 14.1.2
 - 14.1.2.1 Variation to Contract Remuneration
- Grant Thompson
 - 14.1.2.2 Determination of the Salaries and
Allowances Tribunal - April 2025

2.3.2 RECORDS & INFORMATION MANAGEMENT

| | | | |
|--|---|----------------------------------|------------------|
| Adopted or Reviewed by Council: | 17/02/15 19/11/19 25/08/25 | Council Minute Reference: | 183/15 156/19 |
| Reviewer: | Records Administration Officer; Project Manager and Regulatory Services | | |
| Local Law: | | | |
| Procedure: | Contained within the Recordkeeping Plan- Daily Mail Procedure 2.3.1 – EDRMS usage 2.3.4 | | |
| Delegation: | REC01 – Appointment of Internal Review Officer – Freedom of Information Act 1992 REC02 – Appointment of Information Coordinator – Freedom of Information Act 1992 REC03 – Appointment of Principle Decision Maker – Freedom of Information Act 1192 | | |

POLICY STATEMENT

The purpose of this policy is to define the principles of the Shire of Kojonup's records management function and to appropriately manage, retain and dispose of records in accordance with the *State Records Act 2000*. According to this Act, the Shire of Kojonup is obliged to maintain a Record Keeping System that completely, accurately and reliably maintains evidential records, and disposes of these records once they have reached their retention date, as per the current *General Retention and Disposal Schedule for Local Government*.

This policy and associated procedure's within the Procedure Manual, apply to all staff, elected members, contractors and volunteers, external and internal records, which are handled, received or generated by the Shire of Kojonup, regardless of their physical format or media type.

The Shire of Kojonup will review the Recordkeeping Plan every five years which contains the procedure for recordkeeping in accordance with the *State Records Act 2000*. The next review is due in 2025.

OWNERSHIP

Records are a corporate asset of the Shire of Kojonup and are vested to the Shire. The records created during the course of business belong to the Shire of Kojonup by virtue of their possession and not to the individuals who created them during their time as a public officer or elected member.

Records are not to be removed from the official record keeping system for extended periods of time. It is important they remain available to all staff needing to access this information.

CREATION OF RECORDS

All records are to be managed by the officer that receives them. All staff, contractors and elected members have the responsibility to ensure that a full and accurate recording of the Shire's business, operational and administrative activities are a true and accurate reflection of the original document. All records created need to capture the appropriate metadata into the electronic records management system (EDRMS) which are managed in accordance with the Shire's sound record keeping principles.

SECURITY

Records may contain personal, confidential and highly sensitive information that must not be disclosed to unauthorised parties. Security levels will be given to staff on their level of requirement to perform their duties. Security may be applied to certain documents contained within files depending on the sensitivity of the documents contained within them. Where applicable, confidential record storage areas are kept secure and protection of passwords from councils network is a requirement. Ensuring cabinets, compactors, rooms and screens are kept locked when unattended.

Access to Shire records by an individual or contractor will be granted in accordance with the security classifications. Access by the public will be in accordance to the *Freedom of Information Act 1992*. Access by elected members will be through the Chief Executive Officer (CEO) in accordance to the *Local Government Act 1995*.

GENERAL RETENTION AND DISPOSAL SCHEDULE

All records within the recordkeeping system maintained by the Shire of Kojonup are to be disposed of in accordance with the latest General Disposal Schedule for Local Government Records. Records will only be destroyed following a review and authorisation from the Records Administration Officer and the Chief Executive Officer. Records will be assessed and disposed of bi-annually in June and December each year.

ELECTED MEMBER RECORDS

Elected member records must be created and maintained in a way that adequately records the performance of the elected members function arising from their participation in the decision making process of all meetings. This requirement should be met through the creation of records which constitute evidence affecting the accountability of Council. Any correspondence received as part of their official duties should be returned to the Shire administration for registering into the appropriate record keeping system.

DEFINITIONS

A Record

A record as defined in the *State Records Act 2000* means any record of information however recorded and includes:

- Anything on which there is writing or Braille,
- A map, plan, diagram or graph,
- A drawing, pictorial or graphic work or photograph,
- Anything on which there are figures, marks, perforations, or symbols, having a meaning for persons qualified to interpret them,
- Anything from which images, sounds or writings can be reproduced with or without the aid of anything else, and
- Anything on which information has been stored or recorded, either mechanically, magnetically, or electronically.

Records in the public sector are referred to as:

Government Records (or Public Records)

Records created or received by a public officer or elected member in the course of his or her duties regardless of whether the communication is between staff in the same agency, between different agencies, or between public officers and members of the community (both private and business).

Records may be categorised as:

Ephemeral Records

Ephemeral records are duplicated records and/or those that have only short-term value to the Shire, with little or no on-going administrative, fiscal, legal, evidential or historical value. They may include insignificant drafts and rough notes, records of routine enquiries.

Significant Records

Significant records contain information which is of administrative, legal, fiscal, evidential or historical value and are not recorded elsewhere on the public record. They describe an issue, record who was involved, record why a decision was made, and may embody actual guidelines.

Vital Records

Vital records are records which are essential to the continued business of the Shire. Vital records include those that protect the rights of individuals and the Shire, and are absolutely essential for the Shire's reconstruction in the event of a disaster.

The Shire of Kojonup considers that the following are vital records:

Computer system records, Council and Committee Minutes and Agendas, Title Deeds, Policy and Procedure Manuals, Registers, Contracts/Tenders, Licences, Historical documents, Delegation of Authority, Insurance Policies, Cemetery Records, Town Planning Scheme deeds/information, Financial documents such as Budgets & Annual Financial Statements and any documents detailing approvals of some kind.

Non-Records

Non-records are documents that are generally available in the public domain and do not form part of a business process in respect to the Shire's activities. They are generally used for reference and information purposes, such as reports or plans from another organisation, a published directory, or a training manual of a third party.

Records Disposal

Disposal / Archiving is conducted in accordance with General Disposal Schedule for Local Government Records. Records are stored onsite at the Shire of Kojonup Office and offsite at the Shire of Kojonup Works Depot, Springhaven Frail Aged Lodge and the Broomehill Repository.

Internal Procedures

Procedures have been developed by the Shire of Kojonup to ensure correct treatment of incoming, outgoing, internal and confidential mail.

2.3.9 DATA BREACH POLICY

| | | |
|--|---|----------------------------------|
| Adopted or Reviewed by Council: | 25/08/25 | Council Minute Reference: |
| Reviewer: | Records Administration Officer; Project Manager and Regulatory Services | |
| Local Law: | | |
| Procedure: | Contained within the Recordkeeping Plan- Daily Mail Procedure 2.3.1 – EDRMS usage 2.3.4 | |
| Delegation: | REC01 – Appointment of Internal Review Officer – Freedom of Information Act 1992 REC02 – Appointment of Information Coordinator – Freedom of Information Act 1992 REC03 – Appointment of Principle Decision Maker – Freedom of Information Act 1192 | |
| Legislation: | Privacy Legislation Amendment (Enforcement and Other Measures) Act 2022 Privacy Act 1988 | |

Purpose

The Data Breach Policy provides a framework for how The Shire of Kojonup identifies, responds and manages a data breach involving personal information, in compliance with the *Privacy Act 1988 (Cth)*, the *Privacy Legislation Amendment (Enforcement and Other Measures) Act 2022*, and the Notifiable Data Breach (NDB) scheme.

Scope

This Data Breach Policy applies to all personal information collected by The Shire of Kojonup (internally and externally). It includes situations where personal information may be at risk of unauthorised access, disclosure, or loss that could reasonably result in notifiable damage or 'serious harm' to an individual or group.

Principles

The Shire of Kojonup strives to:

- Continually improve internal information management procedures to limit and prevent data breaches
- Identify and respond to data breaches in a timely, consistent, and lawful manner.
- Ensure compliance with Commonwealth and State legislative requirements, cybersecurity standards, and community expectations.

Policy Statements

- Risks and Controls
 - a. User credentials are exposed, resulting in unauthorised access or removal of personal information from UTS systems
 - b. Personal information is emailed to the wrong recipient
 - c. Personal information is not handled or stored in accordance with the correct security classification or with the required security or access controls
 - d. Portable device or physical record is lost in a public place
 - e. Cyberattack resulting in unauthorised access.
 - f. Misuse of legitimate access rights.
- Reporting a Data Breach

- Containing a Data Breach
- Responding to a Data Breach
- Determining Eligible Data Breaches
- Data Breach Communications Strategy
- Data Breach Notifications
- Post-breach Review and Evaluation
- Capability, Expertise and Resourcing
- Records Management and Privacy
- Policy Breaches and Complaints

Reporting and Containment

- All suspected or confirmed breaches must be reported immediately to the Records Administration Officer.
- The breach must be assessed and contained as soon as possible to limit impact.

Assessment and Response

- The Shire will comply with the Notifiable Data Breach (NDB) scheme, which requires that suspected breaches be investigated and assessed within 30 days.
- The assessment must determine if the breach is likely to result in serious harm.

Notifications

- If the breach is assessed as an eligible data breach, the Shire will:
 - Notify affected individuals as soon as practicable, using plain language and clear instructions on how to mitigate risk.
 - Notify the Office of the Australian Information Commissioner (OAIC) in accordance with legislative requirements.
- Contractors, consultants, and third-party service providers engaged by the Shire must immediately report any breaches involving Shire-related personal information.

Data Breach Register

- All breaches (including near-misses and minor incidents) will be logged in the Shire's Data Breach Register, even if notification is not required.
- The Register will be reviewed annually by the Finance and Corporate Services Department.

Cybersecurity Standards

- The Shire will align its systems and incident response procedures to the Australian Cyber Security Centre's (ACSC) Essential Eight Maturity Model.

Post-Breach Review

- Every notifiable incident must undergo a post-breach review to evaluate:
 - Root causes of the breach.
 - Corrective actions taken.
 - Training or procedural improvements required.

Roles and Responsibilities

Policy Owner: The Finance and Corporate Services department is responsible for the enforcement of and compliance with the Data Breach Policy.

Policy Contact: The Records Administration Officer is the main role tasked to oversee and maintain procedural requirements involved in reporting data breaches, notifying relevant person/s, reviewing data breach processes and implementing guidelines.

All staff, volunteers, and contractors: required to comply with this Policy and report any suspected breaches immediately.

Definitions

Personal information: as defined by the Office of the Australian Information Commissioner (OAIC), includes name, contact details, date of birth, financial details, employment information, opinions about an individual, and online activity records.

Data Breach: When personal information is accessed, disclosed without authorisations, or lost.

Notifiable Data Breach (NDB): A Data breach likely to result in serious harm, requiring notification to OAIC and affected individuals

Disclosure: any personal information that has been made known.

Internal: any person employed by, volunteering for or working under The Shire of Kojonup.

External: any person not employed by, volunteering for or working under The Shire of Kojonup. A person/s that is part of the general public.

4.5 CEMETERIES - BURIALS AND EXHUMATIONS

| | | |
|--|--|----------------------------------|
| Adopted or Reviewed by Council: | 25/08/2025 | Council Minute Reference: |
| Reviewer: | Records Administration Officer, Project Manager and Regulatory Services | |
| Local Law: | Cemeteries Local Law 2020 | |
| Procedure: | Cemetery Administration, Cemetery Guidelines | |
| Legislation: | Cemeteries Act 1986 Local Government Act 1995 Work Health and Safety Act 2020 WA | |

POLICY STATEMENT

The purpose of this policy is to provide consistency in the Shire of Kojonup's process' in Administration and Works within the Kojonup, Muradup, and Boscabel Cemeteries and to ensure the Shire of Kojonup comply with the Legislation and Work Health and Safety to protect the Shire workers, visitors and contractors. It is designed to help maintain consistent administrative standards whilst respecting communities religious and cultural beliefs.

APPLICATION FOR BURIALS

An application for burial can be made by completing the appropriate form "*Application for Interment*". This must also be accompanied by an "*Application for Grant of Right of Burial*". If a current Grant of Right of Burial is held (within 25 years of purchase), the applicant will just need the Application for Interment. A copy of the medical Certificate of death or a Coroner's order of Burial should accompany these applications.

RESERVATIONS OF BURIAL PLOTS OR MEMORIAL

A reservation can be made for a burial plot or plot in the Niche wall for the interment of ashes if requested as a way of reserving a location within the Cemetery. An application form "*Reservation of a grave or Niche wall*" and the appropriate fee will need to be paid. The reservation is for 25 years. If the plot has not been used in this time, the person reserving the plot has the option of a renewal of reservation. The reservation does not give the applicant the rights over that plot until a Grant of Right of Burial is purchased.

FUNERAL DIRECTORS

Funeral Directors can make an application for an annual licence by filling in the form "*Annual Licence for Funeral Directors*" and payment of the fee as per the current fees and charges. This is done by financial year and ends on the 30th of June each year. If a funeral director has not paid an annual fee, then an application must be made for a "*Single Funeral Permit*". The appropriate form is to be filled out and the "*Fifth Schedule, Certificate of Identification*". A copy of the Certificate of Currency for Public Liability up to \$5,000,000 is to accompany each application.

REQUIREMENTS FOR FUNERALS AND COFFINS

Funeral procession must start at the time agreed by the Shire and must be on time or further charges may apply. Vehicle entry is restricted during a funeral procession. Only the hearse and official mourning coaches may enter during the procession and service. This does not apply to persons using wheelchairs. Coffin or casket sizes must be stipulated on the application for Interment.

DEPTH AND SIZE OF GRAVES

The deceased will be buried at a depth of 2.1 meters as standard to allow for second interments at a later date. The minimum coverage of a coffin is 750mm to the top of the ground or not less than 600mm if permission is granted by the CEO. The permission will only be granted by the authorised

officer, if in their opinion, exceptional circumstances require granting of that permission. The dimensions of the dig for the grave is 90cmx240cm.

DISPOSAL OF ASHES

A personal representative of the deceased person may apply to dispose of the cremated remains (ashes) in the Cemetery. An *'Instruction for disposal of ashes from another Crematoria'* should be completed and the appropriate fee paid. A certificate of cremation is to be kept with the application. The ashes may be disposed of in the Niche wall or placed in a burial plot. The disposal of the ashes must be done by a person employed by the Shire of Kojonup and will only be placed in the areas in the Cemetery approved for this action.

ACCESS TO THE CEMETERY

Access to the Cemetery will only be granted on the times between 6am and 6pm. Vehicles accessing the Cemetery are to use the designated roads only and must abide by the set speed limit of 25kms per hour and shall comply with the signs and directions of the Cemetery. Offenders may be ordered to leave the Cemetery under section 5.5 of the Shire of Kojonup's Local Law 2020.

EXHUMATIONS

Under section 58 of the Cemeteries Act 1986, the Minister may in writing order the exhumation of a body and the re-burial or disposal of ashes after cremation of the body in accordance with the Act.

BACKFILLING OF GRAVES

To meet cultural and religious expectations and the specific needs of families, relating to the backfill of graves where active participation is sought. Also, to provide religious and cultural groups and families an opportunity to participate in backfilling a grave following the conduct of a funeral, while ensuring that the Shire meets its obligations under the *Work Health and Safety Act 2020*.

For religious, cultural and personal reasons, people or groups may, following the conduct of a funeral, seek to assist in the full or partial backfill of a grave. It is important that requests of this nature be managed in a way that not only protects the safety and health of individuals but follows an established process that is respectful of those involved.

Requirements:

1. Request for private backfilling is to be received no less than forty eight (48) hours prior to the conduct of a funeral.
2. The request is to be included on the Digging Requisition submitted by the Funeral Director and supplied to the works crew.
3. Participation in the backfilling of a grave will not reduce the amount of the burial fee payable.
4. Backfilling is limited to the use of hand tools only by members of the public.
5. Backfilling is limited to a maximum of six people.
6. If shoring is to be removed from the grave, this will be done only by a Shire of Kojonup employee or the Shire's nominated sub-contractor; and
7. Individual family members are not permitted to enter the grave.
8. Families may simply request to observe the Shire of Kojonup backfilling a grave and this can be accommodated on a request being made no less than forty eight (48) hours prior to the conduct of a funeral.

4.10 CEMETERIES – MONUMENTS AND MEMORIALS

| | | |
|--|--|----------------------------------|
| Adopted or Reviewed by Council: | 25/08/2025 | Council Minute Reference: |
| Reviewer: | Records Administration Officer / Project Manager and Regulatory Services | |
| Local Law: | Cemeteries Local Law 2020 | |
| Procedure: | Administration, and Cemetery Guidelines | |
| Legislation: | Cemeteries Act 1986 Local Government Act 1995 | |

POLICY STATEMENT

The purpose of this policy is to ensure that the memorials and monumental work in the cemeteries of the Shire of Kojonup maintain consistent standards. It is to ensure that they are constructed of materials and erected in a manner that does not present a safety risk to members of the public, its employees or contractors to the Shire of Kojonup. It is aesthetically pleasing and does not pose a risk to the environment.

MONUMENTAL MASONS

A person shall not carry out monumental work within the cemetery unless that person is the holder of a current monumental mason's licence.

Before erecting any monuments within any of the Shire of Kojonup's cemeteries, an application for a monumental mason's licence must be attained by completing the following;

1. An application for monumental licence form.
2. Supply a copy of the business' certificate of currency for third party insurance and workers compensation insurance.
3. An application for monumental works accompanied by the drawings, inscription and specifications of the monument and payment of the set fee prior to installation.

BURIAL MONUMENTS

All monuments shall;

1. Be made of Natural stone
2. have foundations extending to the bottom of the grave unless concrete beams are provided
3. comply with the following specifications.
 - (a) the overall height of the monument above the ground shall not exceed 1.550m
 - (b) the length of the base of the monument shall not exceed 2500mm and width 1250mm for single and 2450mm for a double

MONUMENTS FOR THE PLINTH/LAWN

In the Lawn/Plinth section of the Cemetery, the part of the headstone above its base shall not extend horizontally beyond the base.

This is a headstone or plaque only section, full monuments will not be allowed in this section

All monuments in this section of the cemetery shall;

1. Be made of natural stone
2. Be placed upon a base of natural stone or concrete and be affixed to the concrete plinth
3. Comply with the following specifications;
 - (a) the overall height of the monument above the original surface of the grave shall not exceed 1.05m
 - (b) the height of the base of the monument above the original surface of the grave shall not be less than 150mm nor more than 450mm
 - (c) the length of the base of the monument shall not exceed 1.2m
 - (d) the depth of the base of the monument shall not exceed 300mm.
4. An admiralty bronze memorial plaque may be attached to a monument erected or attached to a concrete or natural stone wedge.

A plaque may be placed on the plinth section but will need to be mounted on a concrete or similar wedge. The plaques shall be made of admiralty bronze and be a size of 380mm x 280mm and shall not exceed 20mm thickness

NICHE WALL

All memorial plaques placed in a memorial section of the cemetery shall;

1. Be made of admiralty bronze
2. Not less than the dimensions 140mm x 120mm for a single, nor more than 280mm x 120mm for a double
3. Not exceed 20mm in thickness
4. Be placed upon a base mounting approved by the Shire (if required)

Plaques may also be attached to a monument that has been or will be erected.

Maintenance of all monuments are up to the individual family members and any repairs must be carried out by a Licenced Monumental Mason.

Tributes and seating on existing grave sites need to be contained within the plot area of 2500mm x 1250mm. Damaged tributes and withered flowers will be removed by Shire staff. Glass domes and vases may not be placed anywhere within the Cemetery and planting of trees and shrubs is not permitted.

AUSTRALIAN WAR GRAVES

The office of Australian War Graves may place a memorial on a military grave and is not required to fill out any of the paperwork or pay the set fee for a memorial that is placed upon a military grave.



MONTHLY FINANCIAL REPORT

31 JULY 2025

TABLE OF CONTENTS

| | Page |
|---|-------------|
| Basis of Preparation | 2 |
| Executive Summary | 3-4 |
| Key Terms and Descriptions - Reporting Functions/Programs | 5 |
| Statement of Comprehensive Income - by Program | 6 |
| Key Terms and Descriptions - Nature & Type | 7 |
| Statement of Comprehensive Income - by Nature & Type | 8 |
| Statement of Financial Activity by Nature | 9 |
| Net Current Position | 10 |
| Variance Report | 11 |
| Statement of Financial Position | 12 |
| Progress of the Capital Program / Smart Implementation | 13 |
| Statement of Capital Grants & Contract Liabilities | 14 |
| Reserve Accounts | 15 |
| Rates & Sundry Receivables | 16 |
| Loans | 17 |
| Major Business Unit Details | 18 |
| Detailed Operating & Non-Operating Accounts | 19-66 |

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2025**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 JULY 2025
Prepared by: Darren Long (Finance Consultant)
Reviewed by: Jill Johnson (MFCS)

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34 . Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

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.

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. The Council currently holds no monies in the Trust Fund.

SIGNIFICANT ACCOUNTING POLICIES

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.

CRITICAL ACCOUNTING ESTIMATES

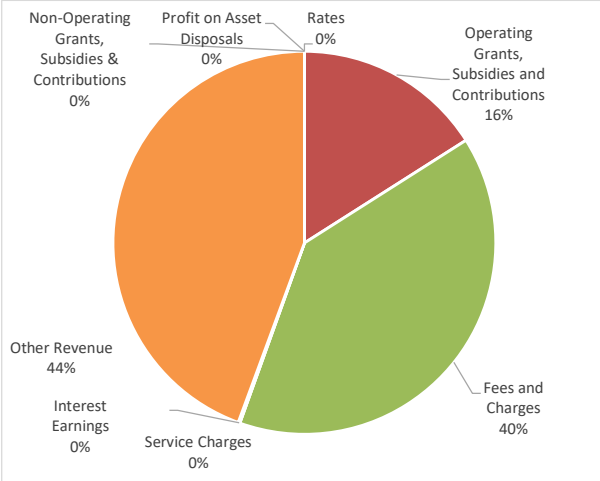
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors 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.

ROUNDING OFF FIGURES

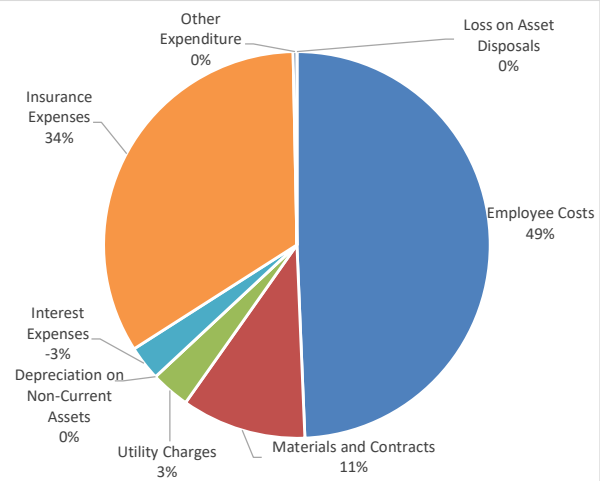
All figures shown in this statement are rounded to the nearest dollar.

**SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 31 JULY 2025**

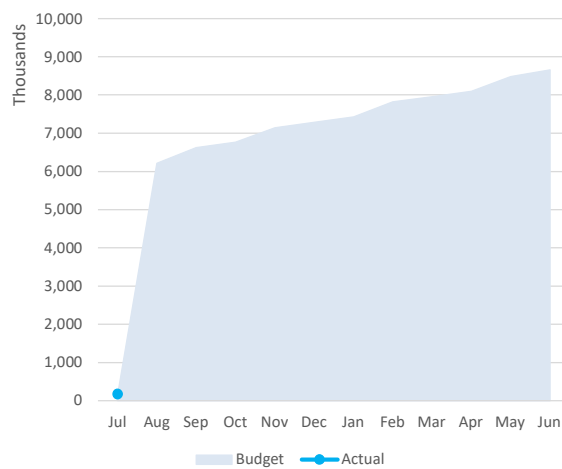
OPERATING REVENUE



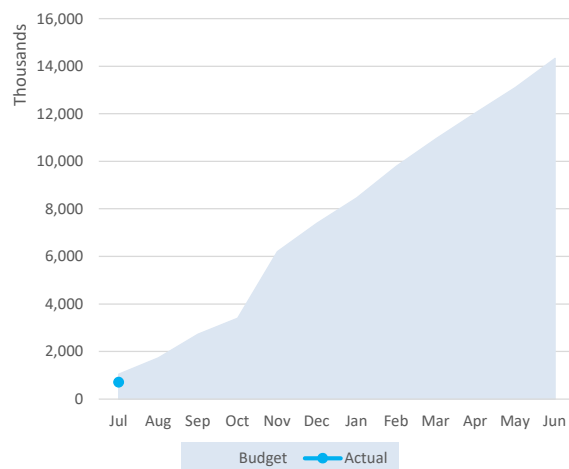
OPERATING EXPENSES



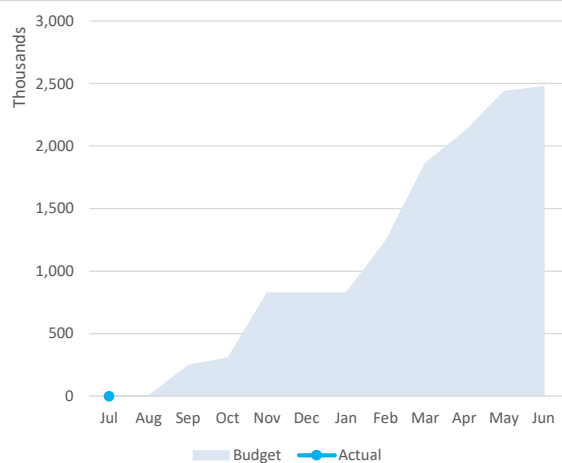
OPERATING REVENUE - Budget-v-YTD Actual



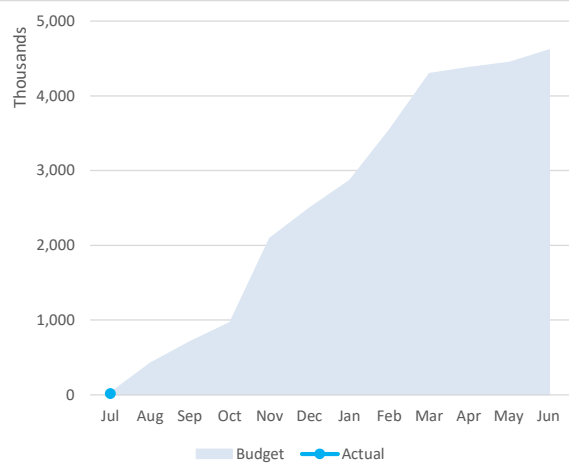
OPERATING EXPENSES - Budget-v-YTD Actual



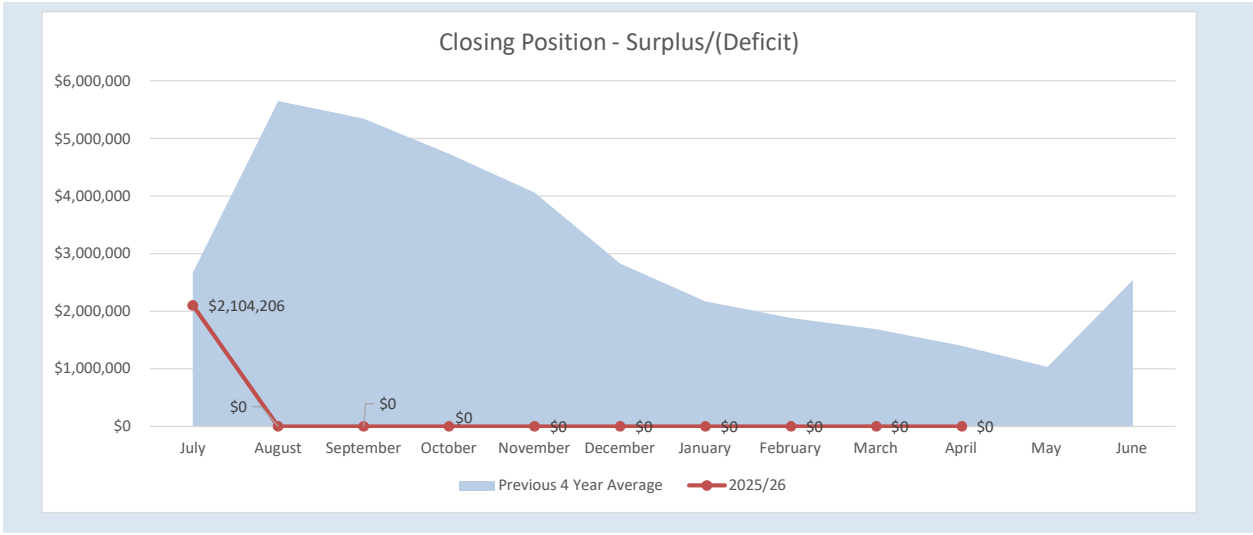
CAPITAL REVENUE - Budget-v-YTD Actual



CAPITAL EXPENSES - Budget-v-YTD Actual



**SHIRE OF KOJONUP
EXECUTIVE SUMMARY
FOR THE PERIOD ENDING 31 JULY 2025**



**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2025**

STATUTORY REPORTING PROGRAMS

The local governments operations as disclosed in these financial statements encompass the following service orientated activities/programs.

| | ACTIVITIES |
|--|---|
| GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources. | Administration and operation of facilities and services to members of the Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which are which are not directly related to specific shire services. |
| GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services. | Rates, general purpose government grants and interest revenue. |
| LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer community. | Supervision of various by-laws, fire prevention, emergency services and animal control. |
| HEALTH To provide an operational framework for good community health. | Food and water quality, pest control, immunisation services, child health services and health education. |
| EDUCATION AND WELFARE To meet the needs of the community in these areas. | Management and support for families, children, youth and the aged within the community by providing Youth, Aged and Family Centres, Home and Community Aged Care Programs and assistance to schools. |
| HOUSING To help ensure adequate housing. | Provision of residential housing for council staff. Provision of housing for aged persons, low income families, government and semi government employees. |
| COMMUNITY AMENITIES Provide services required by the community. | Rubbish collection services and disposal of waste, stormwater drainage, protection of the environment, town planning and regional development and other community amenities (cemeteries and public toilets). |
| RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community. | Public halls, recreation and aquatic centres, parks and reserves, libraries, heritage and culture. |
| TRANSPORT To provide effective and efficient transport services to the community. | Construction and maintenance of roads, footpaths, bridges, street cleaning and lighting, road verges, streetscaping and depot maintenance. |
| ECONOMIC SERVICES To help promote the Shire and its economic wellbeing. | The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes. |
| OTHER PROPERTY AND SERVICES To monitor and control Shire's overhead operating accounts. | Private works, public works overheads, plant and equipment operations, town planning schemes and activities not reported in the above programs. |

SHIRE OF KOJONUP
STATEMENT OF COMPREHENSIVE INCOME BY FUNCTION/PROGRAM
FOR THE PERIOD ENDING 31 JULY 2025

| | 2025-2026 ANNUAL BUDGET | 2025-2026 YTD BUDGET | 2025-2026 YTD ACTUAL | VARIANCE |
|--|-------------------------------|----------------------------|----------------------------|----------|
| EXPENDITURE (Excluding Finance Costs) | \$ | \$ | \$ | |
| General Purpose Funding | (85,551) | (7,448) | (3,946) | -47% |
| Governance | (1,190,673) | (227,868) | (88,485) | -61% |
| Law, Order, Public Safety | (627,836) | (63,257) | (42,967) | -32% |
| Education and Welfare | (52,978) | (4,470) | (2,187) | -51% |
| Health | (529,526) | (22,896) | (4,404) | -81% |
| Housing | (397,618) | (30,477) | (58,173) | 91% |
| Community Amenities | (932,923) | (114,277) | (47,674) | -58% |
| Recreation and Culture | (1,615,138) | (119,440) | (89,818) | -25% |
| Transport | (6,718,327) | (257,891) | (319,883) | 24% |
| Economic Services | (1,969,818) | (162,190) | (219,363) | 35% |
| Other Property and Services | (77,325) | (36,012) | 144,226 | -500% |
| Operating Expenses | (14,197,712) | (1,046,227) | (732,673) | |
| REVENUE | | | | |
| General Purpose Funding | 6,232,974 | 4,357 | 903 | -79% |
| Governance | 60,040 | 5,270 | 5,604 | 6% |
| Law, Order, Public Safety | 256,136 | 3,293 | 22,710 | 590% |
| Education and Welfare | 20,580 | 223 | 208 | -7% |
| Health | 3,000 | 250 | (100) | -140% |
| Housing | 406,420 | 33,867 | 30,407 | -10% |
| Community Amenities | 317,300 | 1,958 | 3,065 | 57% |
| Recreation and Culture | 67,386 | 2,365 | 3,779 | 60% |
| Transport | 253,357 | 0 | (186) | 0% |
| Economic Services | 952,860 | 79,402 | 74,441 | -6% |
| Other Property & Services | 83,450 | 6,954 | 30,682 | 341% |
| Operating Revenue | 8,653,503 | 137,939 | 171,514 | |
| Sub-total | (5,544,209) | (908,287) | (561,159) | |
| FINANCE COSTS (INTEREST) | | | | |
| Law & Order | (19,970) | (8,675) | 82 | -101% |
| Health | (1,647) | 0 | 573 | 0% |
| Housing | (32,315) | 0 | 7,276 | 0% |
| Recreation & Culture | (64,449) | 0 | 12,716 | 0% |
| Transport | (1,565) | 0 | 545 | 0% |
| Economic Services | (10,834) | 0 | 703 | 0% |
| Total Finance Costs | (130,780) | (8,675) | 21,895 | |
| NON-OPERATING REVENUE | | | | |
| Transport | 2,365,133 | 0 | 0 | 0% |
| Total Non-Operating Revenue | 2,365,133 | 0 | 0 | |
| PROFIT/(LOSS) ON SALE OF ASSETS | | | | |
| Transport - Loss on Sale | 0 | 0 | 0 | 0% |
| Transport - Profit on Sale | 0 | 0 | 0 | 0% |
| Total Profit/(Loss) | 0 | 0 | 0 | |
| NET RESULT | (3,309,856) | (916,962) | (539,264) | |
| Other Comprehensive Income | | | | |
| Changes on revaluation of non-current assets | 0 | 0 | 0 | |
| Total Other Comprehensive Income | 0 | 0 | 0 | |
| TOTAL COMPREHENSIVE INCOME | (3,309,856) | (916,962) | (539,264) | |

"Traffic Lights" Colour Coding:

For the purposes of identifying "material variances" under Local Government (Financial Management) Regulation 34, the Council has defined a formula in Council Policy 2.1.6 (see also Variance Report in these Statements).

To simplify this reporting, a traffic light system is used in the variance column of the Statement of Comprehensive Income and the Rate Setting Statement, as follows:

Revenue:

Green = Actual Revenue is greater than Year-to-Date budgeted revenue

Red = Variance between Actual Revenue and Year-to-Date budget is greater than 10% (lower)

Expenditure:

Green = Actual Expenditure is less than Year-to-Date budgeted expenditure

Red = Variance between Actual Expenditure and Year-to-Date budget is greater than 10% (higher)



**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2025**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGEES

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

SERVICE CHARGES

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

INTEREST REVENUE

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION

Depreciation expense raised on all classes of assets.

FINANCE COSTS

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

OTHER EXPENDITURE

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

SHIRE OF KOJONUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 31 JULY 2025

| | 2025-2026 ANNUAL BUDGET | 2025-2026 YTD BUDGET | 2025-2026 YTD ACTUAL | VARIANCE |
|--|-------------------------------|----------------------------|----------------------------|----------|
| Expenses | | | | |
| Employee Costs | (4,692,238) | (363,857) | (372,239) | 2% |
| Materials and Contracts | (3,166,264) | (384,017) | (78,888) | -79% |
| Utility Charges | (397,675) | (28,707) | (24,743) | -14% |
| Depreciation on Non-Current Assets | (5,155,411) | 0 | 0 | 0% |
| Interest Expenses | (130,780) | (8,675) | 21,895 | -352% |
| Insurance Expenses | (496,255) | (242,597) | (254,526) | 5% |
| Other Expenditure | (287,037) | (27,049) | (2,277) | -92% |
| Operating Expenses | (14,325,660) | (1,054,902) | (710,778) | |
| Revenue | | | | |
| Rates | 5,405,109 | 0 | 0 | 0% |
| Operating Grants, Subsidies and Contributions | 1,322,758 | 5,335 | 27,442 | 414% |
| Fees and Charges | 906,330 | 50,759 | 67,700 | 33% |
| Service Charges | 0 | 0 | 0 | 0% |
| Interest Earnings | 75,500 | 3,682 | 257 | -93% |
| Other Revenue | 943,806 | 78,164 | 76,115 | -3% |
| Operating Revenue | 8,653,503 | 137,939 | 171,514 | |
| Sub-total | (5,672,157) | (916,962) | (539,264) | |
| Non-Operating Grants, Subsidies & Contributions | 2,365,133 | 0 | 0 | 0% |
| Fair Value Adjustments to financial assets at fair value through profit/loss | 0 | 0 | 0 | 0% |
| Profit on Asset Disposals | 0 | 0 | 0 | 0% |
| Loss on Asset Disposals | 0 | 0 | 0 | 0% |
| Non-Operating Revenue | 2,365,133 | 0 | 0 | |
| Net Result | (3,307,024) | (916,962) | (539,264) | |
| Other Comprehensive Income | | | | |
| Changes on revaluation of non-current assets | 0 | 0 | 0 | |
| Total Other Comprehensive Income | 0 | 0 | 0 | |
| TOTAL COMPREHENSIVE INCOME | (3,307,024) | (916,962) | (539,264) | |

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL ACTIVITY BY NATURE/TYPE
FOR THE PERIOD ENDING 31 JULY 2025

| | 2025-2026 ANNUAL BUDGET | 2025-2026 YTD BUDGET (a) | 2025-2026 YTD ACTUAL (b) | MATERIAL \$ (b)-(a) | MATERIAL % (b)-(a)/(a) | VAR |
|--|-------------------------------|--------------------------------|--------------------------------|---------------------------|------------------------------|-----|
| OPERATING REVENUE | \$ | \$ | \$ | | | |
| Rates | 5,405,109 | 0 | 0 | Within Threshold | 0.00% | |
| Operating Grants and Subsidies | 1,322,758 | 5,335 | 27,442 | 22,107 | 414.40% | ▲ |
| Fees and Charges | 906,330 | 50,759 | 67,701 | 16,942 | 33.38% | ▲ |
| Interest Earnings | 75,500 | 3,682 | 257 | Within Threshold | (93.01%) | |
| Profit on Asset Disposal | 0 | 0 | 0 | Within Threshold | 0.00% | |
| Other Revenue | 943,806 | 78,164 | 76,115 | Within Threshold | Within Threshold | |
| | 8,653,503 | 137,939 | 171,515 | | | |
| LESS OPERATING EXPENDITURE | | | | | | |
| Employee Costs | (4,695,071) | (363,857) | (372,239) | Within Threshold | Within Threshold | |
| Materials & Contracts | (3,166,264) | (384,017) | (78,889) | 305,128 | 79.46% | ▲ |
| Utilities | (397,675) | (28,707) | (24,743) | Within Threshold | (13.81%) | |
| Depreciation on Non-Current Assets | (5,155,411) | 0 | 0 | Within Threshold | 0.00% | |
| Interest Expense | (130,780) | (8,675) | 21,895 | 30,570 | 352.39% | ▲ |
| Insurances | (496,255) | (242,597) | (254,526) | (11,929) | Within Threshold | |
| Loss on Asset Disposal | 0 | 0 | 0 | Within Threshold | 0.00% | |
| Other Expenditure | (287,036) | (27,049) | (2,277) | 24,772 | (91.58%) | ▲ |
| | (14,328,492) | (1,054,903) | (710,779) | | | |
| Amount Attributable to Operating Activities | (5,674,989) | (916,962) | (539,264) | | | |
| ITEMS EXCLUDED FROM OPERATING ACTIVITIES | | | | | | |
| Movement in Doubtful Debt Provision | 500 | 0 | 0 | Within Threshold | 0.00% | |
| Movement in Accrued Interest on Loans | 0 | 0 | (21,895) | (21,895) | 0.00% | |
| Profit on the disposal of assets | 0 | 0 | 0 | Within Threshold | 0.00% | |
| Depreciation Written Back | 5,155,411 | 0 | 0 | Within Threshold | 0.00% | |
| Total Items Excluded | 5,155,911 | 0 | (21,895) | | | |
| Sub Total | (519,078) | (916,962) | (561,159) | | | |
| INVESTING ACTIVITIES | | | | | 0.00% | |
| Outflows from investing activities | | | | | | |
| Land Held for Resale | (200,000) | 0 | 0 | Within Threshold | 0.00% | |
| Purchase Buildings | (112,000) | 0 | (13,932) | (13,932) | 0.00% | |
| Purchase Plant and Equipment | (306,500) | 0 | 0 | Within Threshold | 0.00% | |
| Purchase Furniture and Equipment | (315,000) | 0 | 0 | Within Threshold | 0.00% | |
| Infrastructure Assets - Roads | (3,073,381) | 0 | (4,510) | Within Threshold | 0.00% | |
| Infrastructure Assets - Footpaths | 0 | 0 | 0 | Within Threshold | 0.00% | |
| Infrastructure Assets - Drainage | 0 | 0 | 0 | Within Threshold | 0.00% | |
| Infrastructure Assets - Parks & Ovals | (33,480) | 0 | 0 | Within Threshold | 0.00% | |
| Infrastructure Assets - Other | (60,000) | 0 | 0 | Within Threshold | 0.00% | |
| Inflows from investing activities | | | | | | |
| Proceeds from Sale of Assets | 72,000 | 0 | 0 | Within Threshold | 0.00% | |
| Contributions for the Development of Assets | 2,365,133 | 0 | 0 | Within Threshold | 0.00% | |
| Amount Attributable to Investing Activities | (1,663,228) | 0 | (18,442) | | | |
| FINANCING ACTIVITIES | | | | | | |
| Outflows from financing activities | | | | | | |
| Repayment of Debt - Loan Principal | (486,694) | (24,606) | 0 | 24,606 | (100.00%) | |
| Transfer to Reserves | (28,000) | (2,237) | 0 | Within Threshold | 100.00% | |
| Inflows from financing activities | | | | | | |
| Transfer from Reserves | 37,000 | 0 | 0 | Within Threshold | 0.00% | |
| Amount Attributable to Financing Activities | (477,694) | (26,843) | 0 | | | |
| Sub Total | (2,660,000) | (943,805) | (579,600) | | | |
| FUNDING FROM | | | | | | |
| Estimated Opening Surplus at 1 July | 2,660,000 | 2,660,000 | \$2,683,806 | 23,806 | Within Threshold | |
| Closing Funds | 0 | 0 | 0 | | | |
| | 2,660,000 | 2,660,000 | 2,683,806 | | | |
| NET SURPLUS/(DEFICIT) | (0) | 1,716,195 | 2,104,206 | | | |

SHIRE OF KOJONUP
SUMMARISED NET CURRENT POSITION
FOR THE PERIOD ENDING 31 JULY 2025

| | ACTUAL 30 JUNE 2025 | ACTUAL YTD |
|--|--------------------------------|-----------------------|
| Cash - Unrestricted | \$2,451,286 | \$2,432,260 |
| Cash - Restricted General | \$0 | \$0 |
| Cash - Restricted Reserves | \$1,135,419 | \$1,135,419 |
| Accounts Receivable - Rates | \$492,025 | \$481,636 |
| Accounts Receivable - Sundry | \$515,703 | \$419,393 |
| GST Receivable | \$1,842 | \$37,143 |
| Contract Assets | \$299,836 | \$299,836 |
| Inventories | \$37,736 | \$37,736 |
| Land held for Resale | \$233,584 | \$233,584 |
| Loans - Clubs | \$0 | \$0 |
| CURRENT ASSETS | \$5,167,430 | \$5,077,005 |
| LESS: CURRENT LIABILITIES | | |
| Payables | (\$515,836) | (\$447,816) |
| ATO Liabilities | \$55,785 | (\$35,410) |
| Unspent Grant Liabilities | (\$663,564) | (\$1,129,564) |
| Employee Provisions | (\$524,215) | (\$524,215) |
| Accrued Interest on Loans | (\$21,895) | \$0 |
| Interest Bearing Loans | (\$486,694) | (\$486,694) |
| Springhaven Accommodation Bonds | \$0 | \$0 |
| CURRENT LIABILITIES | (\$2,156,419) | (\$2,623,699) |
| LESS: EXCLUSIONS | | |
| Cash - Restricted Reserves | (\$1,135,419) | (\$1,135,419) |
| Cash - Restricted Cash | \$0 | \$0 |
| Interest Bearing Loans | \$486,694 | \$486,694 |
| Self Supporting Loan Debtors | \$0 | \$0 |
| Less Land held for Resale | (\$233,584) | (\$233,584) |
| Less Provision for Doubtful Debts | \$8,993 | \$8,993 |
| Add back Cash backed LSL Provision | | |
| Add Back Springhaven Bonds | \$0 | \$0 |
| Add Back Accrued Interest on Loans | \$21,895 | \$0 |
| Add: Current liabilities not expected to be cleared at end of year | \$524,215 | \$524,215 |
| Unspent loan funds - Loan 150 | \$0 | |
| Roundings | \$0 | \$0 |
| NET CURRENT POSITION - SURPLUS/(DEFICIT) | \$2,683,806 | \$2,104,206 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 31 JULY 2025

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Rate Setting Statement (from the adopted Budget) for each months financial statements. The information contained within the 'Statement of Financial Activity' on page 4 of these financial statements contains all of the information provided within the 'Rate Setting Statement' and therefore any material variances on these pages will be reported below.

Defining a 'Material Variance'

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances." The Shire's policy 2.1.6, 'Material Variances' states:

For the purposes of identifying "material variances" under Local Government (Financial Management) Regulation 34, the following formula shall be used:

$$\frac{\text{Year-to-Date Actual}}{\text{Year-to-Date Budget}} - 100\%$$

Material variances to be reported when exceeding 10%, and a minimum of \$10,000, of the items contained within the Statement of Financial Activity.

| REPORTING AREA | YTD BUDGET | YTD ACTUAL | VARIANCE \$ | VARIANCE % | TIMING / PERMANENT | EXPLANATION |
|-----------------------------|------------|------------|-------------|------------------|--------------------|---|
| <u>Operating Revenue</u> | | | | | | |
| Operating Grants | 5,335 | 27,442 | 22,107 | 414% | TIMING | ESL Funding received earlier \$21k. |
| Fees & Charges | 50,759 | 67,701 | 16,942 | 33% | TIMING | Increase in Private Works Income \$25k. |
| <u>Operating Expenses</u> | | | | | | |
| Materials & Contracts | (384,017) | (78,889) | 305,128 | 79% | TIMING | Decrease in Subscription Expenses \$35k, Decrease in Audit Fees \$43k, Decrease in Software Licensing Fees \$70k, Increase in ICT Website Expenses \$11k, Decrease in Financial Consultants \$29k, Increase in Brigade Expenses \$27k, Increase in RAMM Road Inventory \$13k, Decrease in Fuels & Oils \$25k, Decrease in Parts & Repairs \$10k, Increase in Maintenance Grading \$15k, Increase in Drainage Maintenance \$11k. |
| Interest Expense | (8,675) | 21,895 | 30,570 | 352% | TIMING | Decrease in Interest on Loans (Recreation) due to accrued interest adjustment. |
| Insurances | (242,597) | (254,526) | (11,929) | Within Threshold | TIMING | Increase in Admin Insurances \$11k. |
| Other Expenses | (27,049) | (2,277) | 24,772 | -92% | TIMING | Numerous variations under \$10k in value. |
| <u>Investing Activities</u> | | | | | | |
| Buildings | 0 | (13,932) | (13,932) | 0% | TIMING | Kodja Place project commenced earlier than anticipated \$14k. |
| <u>Financing Activities</u> | | | | | | |
| Loan Principal Repayments | (24,606) | 0 | 24,606 | -100% | TIMING | Decrease in Loan Repayments \$25k. |

SHIRE OF KOJONUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 31 JULY 2025

| | Note | 2024-25 ACTUAL \$ | 2025-2026 ACTUAL \$ | Variance \$ |
|---------------------------------------|------|-------------------------|---------------------------|-----------------|
| Current assets | | | | |
| Unrestricted Cash & Cash Equivalents | | 2,451,286 | 2,432,260 | -19,026 |
| Restricted Cash & Cash Equivalents | | 1,135,419 | 1,135,419 | 0 |
| Trade and other receivables | | 1,007,728 | 901,028 | -106,700 |
| ATO Receivables | | 1,842 | 37,143 | 35,301 |
| Contract Assets | | 299,836 | 299,836 | 0 |
| Inventories | | 37,736 | 37,736 | 0 |
| Land Held for Resale | | 233,584 | 233,584 | 0 |
| Total current assets | | 5,167,430 | 5,077,005 | -90,425 |
| Non-current assets | | | | |
| Trade and other receivables | | 114,776 | 114,776 | 0 |
| LG House Unit Trust | | 99,524 | 99,524 | 0 |
| Land Held for Resale | | 0 | 0 | 0 |
| Land | | 2,292,085 | 2,292,085 | 0 |
| Buildings | | 26,723,191 | 26,737,123 | 13,932 |
| Furniture & Equipment | | 367,345 | 367,345 | 0 |
| Plant & Equipment | | 3,049,662 | 3,049,662 | 0 |
| Tools | | 0 | 0 | 0 |
| Roads Infrastructure | | 91,011,397 | 91,015,907 | 4,510 |
| Kerbing Infrastructure | | 2,684,095 | 2,684,095 | 0 |
| Drainage Infrastructure | | 11,518,902 | 11,518,902 | 0 |
| Bridges Infrastructure | | 6,215,354 | 6,215,354 | 0 |
| Footpaths Infrastructure | | 1,409,351 | 1,409,351 | -0 |
| Parks Infrastructure | | 2,608,668 | 2,608,668 | 0 |
| Other Infrastructure | | 6,705,052 | 6,705,052 | 0 |
| Total non-current assets | | 154,799,403 | 154,817,845 | 18,442 |
| Total assets | | 159,966,834 | 159,894,850 | -71,983 |
| Current liabilities | | | | |
| Trade and other payables | | 537,731 | 447,816 | 89,914 |
| ATO Liabilities | | -55,785 | 35,410 | -91,195 |
| Contracts Liability | | 378,806 | 1,129,564 | -750,758 |
| Interest-bearing loans and borrowings | | 486,694 | 486,694 | 0 |
| Provisions | | 524,215 | 524,215 | 0 |
| Total current liabilities | | 1,871,661 | 2,623,699 | -752,039 |
| Non-current liabilities | | | | |
| Interest-bearing loans and borrowings | | 3,993,184 | 3,993,184 | 0 |
| Non-Current Payables | | 0 | 0 | 0 |
| Provisions | | 94,599 | 94,599 | 0 |
| Total non-current liabilities | | 4,087,783 | 4,087,783 | 0 |
| Total liabilities | | 5,959,444 | 6,711,482 | -752,039 |
| Net assets | | 154,007,390 | 153,183,368 | -824,022 |
| Equity | | | | |
| Retained surplus | | 73,089,344 | 71,446,740 | -1,642,605 |
| Net Result | | 0 | -539,264 | -539,264 |
| Reserve - asset revaluation | | 81,140,473 | 81,140,473 | 0 |
| Reserve - Cash backed | | -222,428 | 1,135,419 | 1,357,847 |
| Total equity | | 154,007,390 | 153,183,368 | -824,022 |

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

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 31 JULY 2025

PROGRESS OF THE CAPITAL PROGRAM/SMART IMPLEMENTATION

| COA | Description | SMART Implement. Ref. | Resp. Officer | Asset Class | Asset Invest. Type | 2025/2026 Original Budget | 2025/2026 YTD Budget | 2025/2026 YTD Actuals | % of Annual Budget |
|------------------------------------|--|-----------------------|---------------|-------------|--------------------|---------------------------|----------------------|-----------------------|--------------------|
| Governance | | | | | | | | | |
| C137 | ICT Plan Implementation | | CEO | F&E | Renewal | 300,000 | 0 | 0 | 0% |
| 2104 | Purchase of Light Vehicles | | CEO | P&E | Renewal | 107,000 | 0 | 0 | 0% |
| | | | | | | 407,000 | 0 | 0 | |
| Housing | | | | | | | | | |
| C142 | 8 Soldier Road - Building renewal | 2.2.14 | MPS | L&B | Renewal | 35,000 | 0 | 0 | 0% |
| C313 | Jean Sullivan Units - Building Renewal | | MPS | L&B | Renewal | 10,000 | 0 | 0 | 0% |
| C145 | ILU's - Building Renewal | | MPS | L&B | Renewal | 12,000 | 0 | 0 | 0% |
| | | | | | | 57,000 | 0 | 0 | |
| Community Amenities | | | | | | | | | |
| C310 | Subdivision Construction | 2.4.3 | CEO | L4R | Upgrade | 200,000 | 0 | 0 | 0% |
| | | | | | | 200,000 | 0 | 0 | |
| Recreation & Culture | | | | | | | | | |
| C158 | Swimming Pool Equipment | | MPS | P&E | Renewal | 46,500 | 0 | 0 | 0% |
| 6644 | Sports Complex - New oven | | MPS | F&E | Renewal | 15,000 | 0 | 0 | 0% |
| C295 | Swimming Pool - Cover over pool | | MPS | L&B | Renewal | 15,000 | 0 | 0 | 0% |
| C357 | Apex Park - Replace Equipment | | SH | Infr. | Renewal | 33,480 | 0 | 0 | 0% |
| | | | | | | 109,980 | 0 | 0 | |
| Transport - Plant Purchases | | | | | | | | | |
| 7604 | Plant Major Purchases | | MWS | P&E | New | 153,000 | 0 | 0 | 0% |
| | | | | | | 153,000 | 0 | 0 | |
| Transport - Infrastructure | | | | | | | | | |
| CJ507 | RTR - Spring Street Asphalt | | MWS | Infr. | Renewal | 375,000 | 0 | 4,128 | 1% |
| CJ508 | RTR - Misson Road Floodway | | MWS | Infr. | Renewal | 20,000 | 0 | 0 | 0% |
| CJ509 | RTR - Soldier Road - Asphalt | | MWS | Infr. | Renewal | 75,000 | 0 | 0 | 0% |
| CJ512 | RTR - Newton Street Reseal 24/25 C/Over SLK 0.00 - 0.26 | | MWS | Infr. | Renewal | 18,530 | 0 | 0 | 0% |
| R2R400 | R2R - Balgarup Road Tree Pruning/Verge Mulching Works | | MWS | Infr. | Renewal | 75,000 | 0 | 0 | 0% |
| R2R401 | RTR - Tone Rd Stab & Seal Failures SLK 5.30 - 5.90 | | MWS | Infr. | Renewal | 145,000 | 0 | 0 | 0% |
| R2R402 | RTR - Frankland Rd Repair Pavement SLK 19.94 | | MWS | Infr. | Renewal | 112,136 | 0 | 0 | 0% |
| R2R403 | RTR - Boscabel Chittinup RD Reseal SLK 3.80 - 4.06 | | MWS | Infr. | Renewal | 85,000 | 0 | 0 | 0% |
| R2R404 | RTR - Boscabel Chittinup RD Reseal SLK 4.86 - 6.22 | | MWS | Infr. | Renewal | 95,000 | 0 | 0 | 0% |
| R2R405 | RTR - Old Broomehill Rd Seal Bridge Approach SLK 2.25 | | MWS | Infr. | Renewal | 60,000 | 0 | 0 | 0% |
| R2R406 | RTR - Old Broomehill Rd Seal Bridge Approach SLK 5.16 | | MWS | Infr. | Renewal | 60,000 | 0 | 0 | 0% |
| R2R407 | RTR - Old Broomehill Rd Seal Bridge Approach SLK 7.65 | | MWS | Infr. | Renewal | 60,000 | 0 | 0 | 0% |
| RRG001 | Shamrock Rd Widen SLK 15.8 - 18.8 | | MWS | Infr. | Upgrade | 705,000 | 0 | 0 | 0% |
| RRG002 | Kojonup Darkan Rd Reseal SLK 3.8 - 5.0 | | MWS | Infr. | Renewal | 105,000 | 0 | 0 | 0% |
| RRG003 | Kojonup Darkan Rd Reconstruction SLK 1.9 - 3.8 | | MWS | Infr. | Upgrade | 615,000 | 0 | 0 | 0% |
| RRG004 | Jingalup Rd Reseal SLK 2.0 - 4.0 | | MWS | Infr. | Renewal | 210,000 | 0 | 0 | 0% |
| CJ079 | Reillys Creek Road - Gravel Sheet | | MWS | Infr. | Upgrade | 76,715 | 0 | 382 | 0% |
| RC003 | Thornbury Close Construction including fire road (Industrial Area) | | MWS | Infr. | Upgrade | 151,000 | 0 | 0 | 0% |
| RC004 | Jingalup Road Re-Alignment | | MWS | Infr. | Upgrade | 30,000 | 0 | 0 | 0% |
| | | | | | | 3,073,381 | 0 | 4,510 | |
| Economic Services | | | | | | | | | |
| C177 | Kodja Place - Capital Renewal/Improvement | 2.1.10 | MCCS | L&B | Renewal | 15,000 | 0 | 13,932 | 93% |
| C349 | Black Cockatoo Café Capital Expenditure | | MCCS | L&B | Renewal | 25,000 | 0 | 0 | 0% |
| C054 | Promotional Signage at Airstrip | 1.4.7 | CEO | Infr. | New | 60,000 | 0 | 0 | 0% |
| | | | | | | 100,000 | 0 | 13,932 | |
| Total Capital Expenditure | | | | | | 4,100,361 | 0 | 18,442 | 0.4% |

| | | | | |
|--|------------------|----------|---------------|-------------|
| SUMMARIES: | | | | |
| Land Held for Resale | 200,000 | 0 | 0 | 0.0% |
| Land & Buildings | 112,000 | 0 | 13,932 | 12.4% |
| Infrastructure | 3,166,861 | 0 | 4,510 | 0.1% |
| Plant & Equipment | 306,500 | 0 | 0 | 0.0% |
| Furn & Equipment | 315,000 | 0 | 0 | 0.0% |
| | 4,100,361 | 0 | 18,442 | 0.4% |
| At No Cost | 0 | | 0 | 0.0% |
| Asset Renewal | 2,109,646 | 0 | 18,060 | 0.9% |
| New Asset | 213,000 | 0 | 0 | 0.0% |
| Upgrading Asset | 1,777,715 | 0 | 382 | 0.0% |
| | 4,100,361 | 0 | 18,442 | 0.4% |
| Chief Executive Officer | 667,000 | 0 | 0 | 0.0% |
| Manager Corporate & Community Services | 40,000 | 0 | 13,932 | 34.8% |
| Manager Works & Services | 3,226,381 | 0 | 4,510 | 0.1% |
| Senior Horticulturalist | 33,480 | 0 | 0 | 0.0% |
| Manager Property Services | 133,500 | 0 | 0 | 0.0% |
| | 4,100,361 | 0 | 18,442 | 0.4% |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
STATEMENT OF CAPITAL GRANTS & CONTRACT LIABILITIES
FOR THE PERIOD ENDING 31 JULY 2025

UNSPENT CAPITAL GRANTS

| Grant Provider | Liability 1 July 2025 | Increase in Liability | Liability Recorded as Revenue | Closing Liability | Adopted Budget Revenue | YTD Budget | YTD Actual Revenue |
|---|----------------------------------|----------------------------------|--|------------------------------|---------------------------------------|-----------------------|-----------------------------------|
| Housing | | | | | | | |
| RAAP Funding - Great Southern Housing Initiative (GSHI) | 159,377 | 0 | 0 | 159,377 | 0 | 0 | 0 |
| Recreation & Culture | | | | | | | |
| DITRDC - LRCI 3 Grant | 8,141 | 0 | 0 | 8,141 | 0 | 0 | 0 |
| Transport | | | | | | | |
| MRWA - Regional Road Group Grants 2024-2025 | 142,379 | 0 | 0 | 142,379 | 0 | 0 | 0 |
| DITRDC - Roads to Recovery Grant 2024-2025 | 349,997 | 0 | 0 | 349,997 | 548,997 | 0 | 0 |
| MRWA - Regional Road Group Grants 2025-2026 | 0 | 436,000 | 0 | 436,000 | 1,090,000 | 0 | 0 |
| MRWA - Commodity Route Grants 2025-2026 | 0 | 0 | 0 | 0 | 34,000 | 0 | 0 |
| DITRDC - Roads to Recovery Grant 2025-2026 | 0 | 0 | 0 | 0 | 692,136 | 0 | 0 |
| Economic Services | | | | | | | |
| Dept of Water - Water Re-use (Community Drought) | 3,669 | 0 | 0 | 3,669 | 0 | 0 | 0 |
| Total Unspent Capital Grants | 663,563 | 436,000 | 0 | 1,099,563 | 2,365,133 | 0 | 0 |

CONTRACT LIABILITIES

| Grant Provider | Liability 1 July 2025 | Increase in Liability | Liability Recorded as Revenue | Closing Liability | Adopted Budget Revenue | YTD Budget | YTD Actual Revenue |
|--|----------------------------------|----------------------------------|--|------------------------------|---------------------------------------|-----------------------|-----------------------------------|
| Housing | | | | | | | |
| GSDC - Great Southern Homes Grant | 0 | 30,000 | 0 | 30,000 | 30,000 | 2,500 | 0 |
| Total Contract Liabilities | - | 30,000 | - | 30,000 | 30,000 | 2,500 | - |
| TOTAL LIABILITIES & REVENUE | 663,563 | 466,000 | 0 | 1,129,563 | 2,395,133 | 2,500 | 0 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 31 JULY 2025

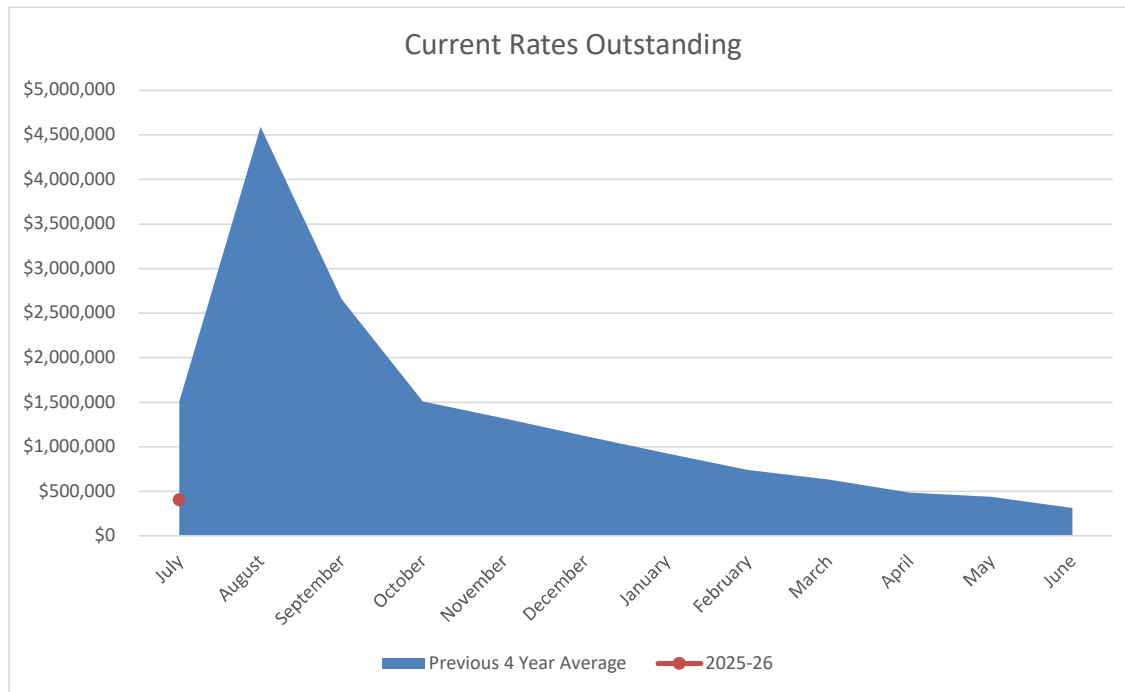
| RESERVES - CASH BACKED | 2025-2026 Actual Opening Balance | 2025-2026 Actual Transfer to | 2025-2026 Actual Transfer (from) | 2025-2026 Actual Closing Balance | 2025-2026 Budget Opening Balance | 2025-2026 Budget Transfer to | 2025-2026 Budget Transfer (from) | 2025-2026 Budget Closing Balance |
|--|---|------------------------------------|--|---|---|------------------------------------|---|---|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Plant Reserve | 269,951 | 0 | 0 | 269,951 | 269,771 | 7,800 | 0 | 277,571 |
| Employee Leave | 296,408 | 0 | 0 | 296,408 | 296,230 | 7,800 | 0 | 304,030 |
| Low Income Housing | 91,023 | 0 | 0 | 91,023 | 90,963 | 1,850 | 0 | 92,813 |
| Sporting Facility | 32,308 | 0 | 0 | 32,308 | 68,321 | 1,380 | (15,000) | 54,701 |
| Landfill Waste Management | 87,276 | 0 | 0 | 87,276 | 87,217 | 1,770 | 0 | 88,987 |
| Kodja Place Tourist Precinct | 18 | 0 | 0 | 18 | 18 | 0 | 0 | 18 |
| Community Grants Reserve | 10,627 | 0 | 0 | 10,627 | 10,619 | 215 | 0 | 10,834 |
| Independent Living Units | 172,455 | 0 | 0 | 172,455 | 172,339 | 3,490 | (22,000) | 153,829 |
| Natural Resource Management | 106,230 | 0 | 0 | 106,230 | 106,159 | 2,150 | 0 | 108,309 |
| The Kodja Place Building Upgrade & Renewal | 19,203 | 0 | 0 | 19,203 | 19,191 | 390 | 0 | 19,581 |
| Asset Acquisition and Replacement Reserve | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sports Complex Building, Plant & Equipment Upgrade and Renewal Reserve | 49,920 | 0 | 0 | 49,920 | 13,830 | 1,155 | 0 | 14,985 |
| | 1,085,499 | 0 | 0 | 1,135,419 | 1,134,658 | 28,000 | (37,000) | 1,125,658 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 31 JULY 2025

RATES & SUNDRY RECEIVABLES

Rates:

| | 1-Jul-25 | Levy for 2024/25 | Collectable | Received | Outstanding |
|----------------------------|-------------------|------------------|-------------------|--------------------|-------------------|
| Property Rates | \$ 213,171 | \$ - | \$ 213,171 | \$ (8,677) | \$ 204,493 |
| Rubbish Charges | \$ 46,040 | \$ - | \$ 46,040 | \$ (343) | \$ 45,697 |
| Emergency Services Levy | \$ 22,122 | \$ 4 | \$ 22,126 | \$ - | \$ 22,126 |
| Instalment fee & Interest | \$ - | \$ 52 | \$ 52 | \$ (52) | \$ - |
| Penalty & ESL Interest | \$ 131,124 | \$ 232 | \$ 131,356 | \$ (1,606) | \$ 129,750 |
| Excess Rates | \$ (70,709) | \$ - | \$ (70,709) | \$ (6,735) | \$ (77,444) |
| Sub- Total | \$ 341,748 | \$ 288 | \$ 342,036 | \$ (17,413) | \$ 324,623 |
| | | | | | 112552% |
| OTHER ITEMS | | | | | |
| Pensioner Rebates to claim | \$ 79,569 | \$ - | \$ 79,569 | \$ - | \$ 79,569 |
| Sub-Total | \$ 421,316 | | | | \$ 404,192 |
| Pensioner Deferred Rates | \$ 114,776 | \$ - | \$ 114,776 | \$ - | \$ 114,776 |
| Total Outstanding | \$ 456,523 | \$ 288 | \$ 456,812 | \$ (17,413) | \$ 439,399 |



Sundry Debtors:

| | 30-Jun-25 | | 31/07/25 | | Movement This FY |
|----------------------|-------------------|-----|-------------------|-----|------------------|
| Credit Balance | \$ (7,112) | | \$ (7,941) | | \$ 829 |
| Current | \$ 364,492 | | \$ 19,036 | | \$ 345,456 |
| 30 - 60 days | \$ 6,417 | 1% | \$ 301,790 | 70% | \$ (295,373) |
| 60 - 90 days | \$ 1,562 | 0% | \$ 1,368 | 0% | \$ 195 |
| Greater than 90 days | \$ 127,516 | 26% | \$ 114,133 | 27% | \$ 13,383 |
| | \$ 492,875 | | \$ 428,386 | | |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 31 JULY 2025

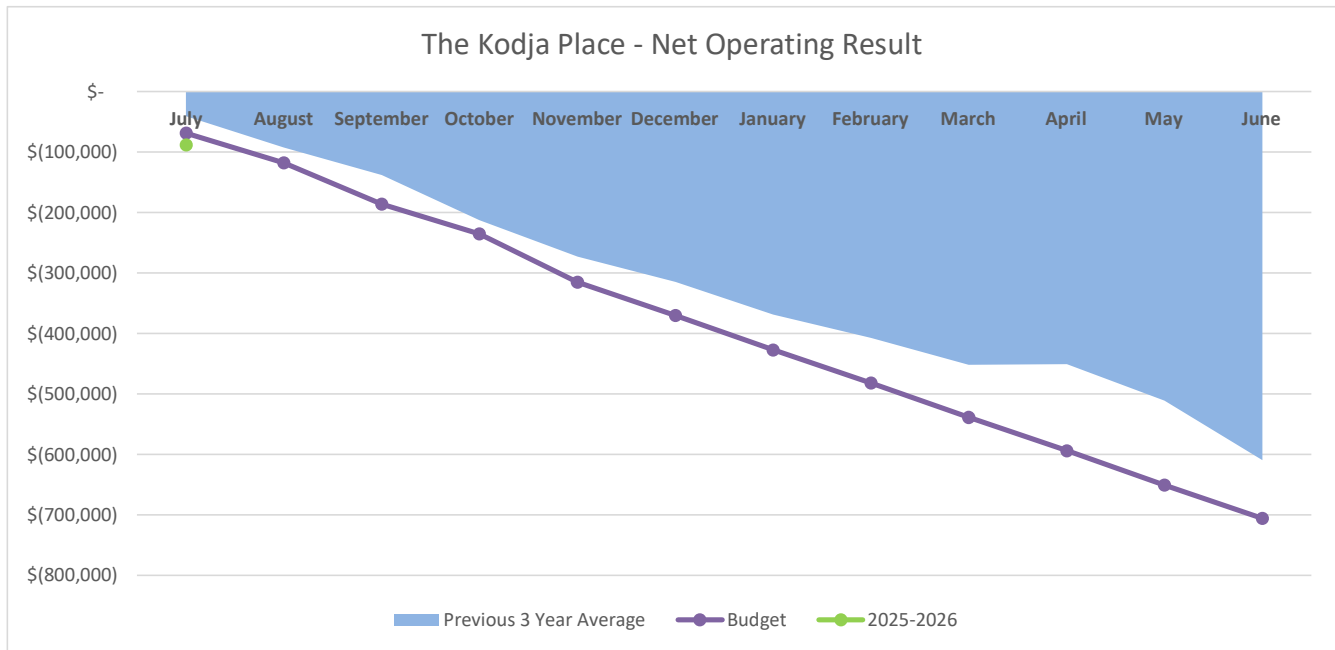
| LOAN REPAYMENTS | Loan Number | 2025-2026 Actual Principal 1 July 2025 | 2025-2026 New New Loans | 2025-2026 New Principal Repayments | 2025-2026 Actual Interest Repayments | 2025-2026 Actual Principal Outstanding | 2025-2026 Budget Principal 1 July 2025 | 2025-2026 Budget New Loans | 2025-2026 Budget Principal Repayments | 2025-2026 Budget Interest Repayments | 2025-2026 Budget Principal Outstanding |
|----------------------------------|-------------|---|-------------------------------|---|---|---|---|-------------------------------------|--|---|---|
| | | \$ | | \$ | \$ | \$ | \$ | | \$ | \$ | \$ |
| Law, order, public safety | | | | | | | | | | | |
| Communications Tower | 150 | 358,792 | 0 | 0 | 0 | 358,792 | 358,792 | 0 | (35,479) | (19,970) | 323,313 |
| Health | | | | | | | | | | | |
| Medical Centre Donation | 137 | 101,679 | 0 | 0 | 0 | 101,679 | 101,679 | 0 | (9,005) | (1,647) | 92,674 |
| Housing | | | | | | | | | | | |
| Bagg Street Unit | 135 | 33,259 | 0 | 0 | 0 | 33,259 | 33,259 | 0 | (10,750) | (929) | 22,509 |
| Aged Units - GSHI | 139 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Staff Housing - GSHI | 140 | 669,970 | 0 | 0 | 0 | 669,970 | 669,970 | 0 | (62,388) | (11,409) | 607,582 |
| GROH Housing - GSHI | 138 | 592,029 | 0 | 0 | 0 | 592,029 | 592,029 | 0 | (115,860) | (8,171) | 476,169 |
| Staff Housing - GSHI | 144 | 22,617 | 0 | 0 | 0 | 22,617 | 22,617 | 0 | (11,203) | (375) | 11,414 |
| GROH Housing - GSHI | 145 | 22,617 | 0 | 0 | 0 | 22,617 | 22,617 | 0 | (11,203) | (375) | 11,414 |
| Staff Housing Renovations | 148 | 254,607 | 0 | 0 | 0 | 254,607 | 254,607 | 0 | (16,501) | (11,056) | 238,106 |
| Recreation and culture | | | | | | | | | | | |
| Sports Complex | 134 | 161,764 | 0 | 0 | 0 | 161,764 | 161,764 | 0 | (19,867) | (7,952) | 141,897 |
| Sports Complex Wall | 136 | 42,391 | 0 | 0 | 0 | 42,391 | 42,391 | 0 | (10,285) | (793) | 32,106 |
| Netball Courts & Roof | 143 | 1,228,607 | 0 | 0 | 0 | 1,228,607 | 1,228,607 | 0 | (56,945) | (34,945) | 1,171,662 |
| Oval Lighting | 142 | 157,404 | 0 | 0 | 0 | 157,404 | 157,404 | 0 | (25,294) | (2,194) | 132,110 |
| Harrison PI Toilets & Park | 146 | 295,831 | 0 | 0 | 0 | 295,831 | 295,831 | 0 | (37,506) | (7,340) | 258,325 |
| Harrison PI Toilets & Park | 149 | 141,646 | 0 | 0 | 0 | 141,646 | 141,646 | 0 | (17,740) | (11,225) | 123,906 |
| Transport | | | | | | | | | | | |
| Airstrip Lighting | 141 | 111,131 | 0 | 0 | 0 | 111,131 | 111,131 | 0 | (10,468) | (1,565) | 100,663 |
| Economic services | | | | | | | | | | | |
| Land Development | 147 | 285,534 | 0 | 0 | 0 | 285,534 | 285,534 | 0 | (36,200) | (10,834) | 249,334 |
| | | 4,479,877 | 0 | 0 | 0 | 4,479,877 | 4,479,878 | 0 | (486,694) | (130,780) | 3,993,184 |

**SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 31 JULY 2025**

MAJOR BUSINESS UNITS

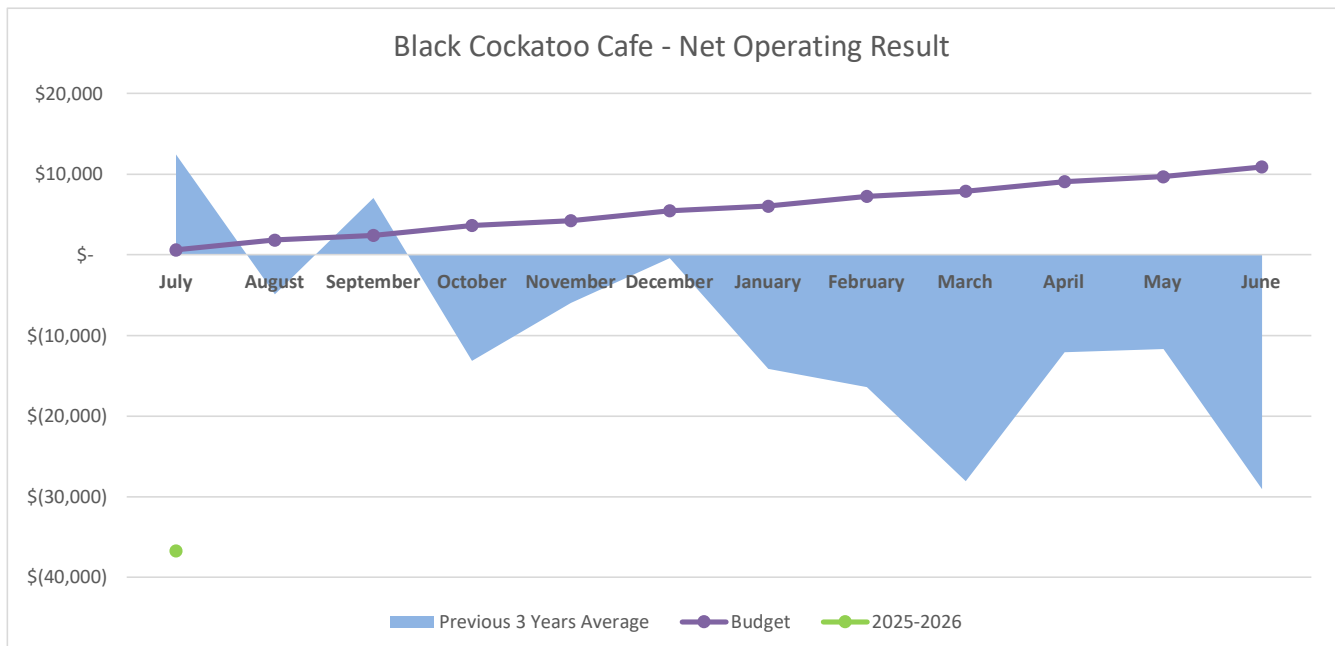
The Kodja Place Precinct

The Shire of Kojonup owns and operates The Kodja Place precinct, a tourism, retail and cultural interpretive centre on Albany Highway. The following graph shows the operations of TKPP (profit or loss). There is also capital expenditure (p.13), a loan (p.15) and a reserve account (p.16) associated with TKPP.



Black Cockatoo Café

Effective from 1 July 2023, the Shire assumed ownership and operation of The Black Cockatoo Café, located in The Kodja Place Precinct. The following graph shows the trading results of the café.



SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|--|------------|------------|--------|------------|------------|-------------------|------------|
| | PROCEEDS SALE OF ASSET | | | | | | | |
| 9605 | Proceeds Sale of Assets - Plant & Equipment | \$0 | \$0 | 0% | \$0 | \$0 | (\$72,000) | \$0 |
| | Sub Total - PROCEEDS/REALISATION ON SALE OF ASSET | \$0 | \$0 | | \$0 | \$0 | (\$72,000) | \$0 |
| | WRITTEN DOWN VALUE | | | | | | | |
| | Sub Total - WDV ON SALE OF ASSET | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | Total - GAIN/LOSS ON DISPOSAL OF ASSET | \$0 | \$0 | | \$0 | \$0 | (\$72,000) | \$0 |
| | Sub Total - ABNORMAL ITEMS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| | Total - OPERATING STATEMENT | \$0 | \$0 | | \$0 | \$0 | (\$72,000) | \$0 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|----------------------------------|-------------------------------------|-----------|---------|--------|---------|---------|---------------|----------|
| GENERAL PURPOSE FUNDING - RATES | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 1112 | Admin Allocated to Rates (Cash) | \$4,985 | \$2,451 | 4% | \$0 | \$2,451 | \$0 | \$59,821 |
| 1122 | Admin Allocated to Rates (Non-Cash) | \$354 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,247 |
| 1132 | Rating Salaries | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$0 |
| 1162 | Superannuation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$0 |
| 1182 | Rates Printing/postage | \$980 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,000 |
| 1192 | Valuation Expenses | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$15,725 |
| 1202 | Title Searches | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$500 |
| 1222 | Insurance - Emp Costs (Rates) | \$1,129 | \$1,495 | 66% | \$0 | \$1,495 | \$0 | \$2,258 |
| 1262 | Legal Costs Incurred - Rates | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| Sub Total - GENERAL RATES OP/EXP | | \$7,448 | \$3,946 | | \$0 | \$3,946 | \$0 | \$85,551 |
| OPERATING INCOME | | | | | | | | |
| 1003 | General Rates Levied | \$0 | \$0 | 0% | \$0 | \$0 | (\$5,402,594) | \$0 |
| 1053 | Back Rates | \$0 | \$0 | 0% | \$0 | \$0 | (\$100) | \$0 |
| 1013 | Ex-Gratia Rates | \$0 | \$0 | 0% | \$0 | \$0 | (\$2,515) | \$0 |
| 1043 | Non Payment Penalty Interest | (\$2,800) | (\$232) | 1% | (\$232) | \$0 | (\$35,000) | \$0 |
| 1073 | Instalment Administration Charge | \$0 | (\$27) | 1% | (\$27) | \$0 | (\$4,000) | \$0 |
| 1063 | Instalment Interest Charge | \$0 | (\$25) | 0% | (\$25) | \$0 | (\$12,000) | \$0 |
| 1273 | ESL Levy Admin Fee | \$0 | \$0 | 0% | \$0 | \$0 | (\$4,000) | \$0 |
| 1092 | Rates Written Off/Refunded | \$0 | \$0 | 0% | \$0 | \$0 | \$100 | \$0 |
| 1283 | Settlement & Search Charges | (\$675) | (\$618) | 14% | (\$618) | \$0 | (\$4,500) | \$0 |
| 1263 | Legal Expenses - Recovered | \$0 | \$0 | 0% | \$0 | \$0 | (\$2,000) | \$0 |
| Sub Total - GENERAL RATES OP/INC | | (\$3,475) | (\$903) | | (\$903) | \$0 | (\$5,466,609) | \$0 |
| Total - GENERAL RATES | | \$3,973 | \$3,043 | | (\$903) | \$3,946 | (\$5,466,609) | \$85,551 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------------------------------------|--|-----------|------------|--------|--------|------------|--------|-------------|
| GOVERNANCE - MEMBERS OF COUNCIL | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 002D | Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,625 |
| 1502 | Meeting Attendance Fees | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$103,157 |
| 1508 | Members Travelling | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,920 |
| 1512 | Conferences & Training Expenses | \$4,500 | \$0 | 0% | \$0 | \$0 | \$0 | \$15,500 |
| 1522 | Members Communications Allowance | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$21,000 |
| 1532 | Election Expenses | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$36,100 |
| 1542 | Presidents/Dep Allowances | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$38,000 |
| 1562 | Refreshments & Functions (Councillors) | \$888 | \$200 | 2% | \$0 | \$200 | \$0 | \$11,100 |
| 1572 | Refreshments & Functions Staff) | \$124 | \$58 | 1% | \$0 | \$58 | \$0 | \$6,190 |
| 1592 | Members Insurance | \$5,888 | \$7,359 | 62% | \$0 | \$7,359 | \$0 | \$11,775 |
| 1602 | Subscriptions | \$34,660 | \$0 | 0% | \$0 | \$0 | \$0 | \$37,870 |
| 1612 | Misc Expenses - Members | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,500 |
| 1624 | Integrated Planning Expenses | \$7,284 | \$0 | 0% | \$0 | \$0 | \$0 | \$87,415 |
| 1632 | Vehicle Operating Expenses | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$500 |
| 1662 | Audit Fees | \$0 | (\$42,700) | -83% | \$0 | (\$42,700) | \$0 | \$51,650 |
| 1702 | Administration Allocation (Cash) | \$58,157 | \$49,011 | 7% | \$0 | \$49,011 | \$0 | \$697,914 |
| 1712 | Administration Allocation (Non-Cash) | \$1,770 | \$0 | 0% | \$0 | \$0 | \$0 | \$21,237 |
| 1772 | Doubtful Debt Expenses | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$500 |
| 1792 | Legal Costs | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,000 |
| 2075 | VROC - Shared Services | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$22,000 |
| Sub Total - MEMBERS OF COUNCIL OP/EXP | | \$113,270 | \$14,273 | | \$0 | \$14,273 | \$0 | \$1,170,953 |
| OPERATING INCOME | | | | | | | | |
| Sub Total - MEMBERS OF COUNCIL OP/INC | | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Total - MEMBERS OF COUNCIL | | \$113,270 | \$14,273 | | \$0 | \$14,273 | \$0 | \$1,170,953 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|---|-------------|-------------|--------|--------|-------------|--------|---------------|
| | GOVERNANCE - GENERAL | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 003D | Depreciation (Sch 4) | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$106,185 |
| 1852 | Salaries - Admin | \$88,853 | \$232,359 | 22% | \$0 | \$232,359 | \$0 | \$1,066,276 |
| 1882 | Admin Superannuation | \$11,204 | \$18,138 | 13% | \$0 | \$18,138 | \$0 | \$134,456 |
| 1892 | Staff Insurances | \$23,709 | \$34,500 | 73% | \$0 | \$34,500 | \$0 | \$47,418 |
| 1902 | FBT Admin Staff | \$3,400 | (\$24,417) | -144% | \$0 | (\$24,417) | \$0 | \$17,000 |
| 1912 | Conference & Training | \$1,803 | \$4,937 | 27% | \$0 | \$4,937 | \$0 | \$18,030 |
| 1922 | Advertising | \$240 | \$0 | 0% | \$0 | \$0 | \$0 | \$8,000 |
| 1931 | Occupational Risk Co-Ordinator Costs | \$750 | \$0 | 0% | \$0 | \$0 | \$0 | \$9,000 |
| 1932 | Occ Health & Safety | \$565 | \$0 | 0% | \$0 | \$0 | \$0 | \$12,780 |
| 1942 | Staff Uniforms | \$770 | \$0 | 0% | \$0 | \$0 | \$0 | \$5,500 |
| 1952 | Admin Staff Costs | \$4,600 | \$385 | 3% | \$0 | \$385 | \$0 | \$14,985 |
| 1957 | Office Building Maintenance | \$152 | \$247 | 3% | \$0 | \$247 | \$0 | \$7,675 |
| 1958 | Office - Cleaning & Assoc | \$3,423 | \$5,122 | 12% | \$0 | \$5,122 | \$0 | \$41,075 |
| 1959 | Office - Utility Charges | \$1,159 | \$0 | 0% | \$0 | \$0 | \$0 | \$13,200 |
| 1962 | Office Gardens & Surrounds-Mtce | \$357 | \$1,417 | 23% | \$0 | \$1,417 | \$0 | \$6,284 |
| 1972 | Admin Printing & Stationery | \$2,330 | \$1,229 | 4% | \$0 | \$1,229 | \$0 | \$28,400 |
| 1982 | Telephone & Internet | \$1,839 | \$1,911 | 7% | \$0 | \$1,911 | \$0 | \$26,275 |
| 2002 | Office Equip Maint | \$83 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,000 |
| 2004 | Office - Insurance. | \$21,062 | \$21,405 | 51% | \$0 | \$21,405 | \$0 | \$42,124 |
| 2006 | Donations CEO discretion | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$500 |
| 2008 | Donations - Council | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,000 |
| 2012 | Non Capital Purchases | \$208 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,500 |
| 2022 | Bank Charges | \$2,040 | \$2,371 | 7% | \$0 | \$2,371 | \$0 | \$34,000 |
| 2032 | Postage & Freight | \$180 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,000 |
| 2042 | ICT Computer Support | \$12,725 | \$4,010 | 3% | \$0 | \$4,010 | \$0 | \$121,865 |
| 1992 | ICT Software Licensing Fees | \$70,043 | \$499 | 0% | \$0 | \$499 | \$0 | \$146,036 |
| 2044 | ICT Hardware Purchases (<\$5,000) | \$125 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,500 |
| 2052 | Admin Vehicle Expenses | \$1,383 | \$706 | 4% | \$0 | \$706 | \$0 | \$16,600 |
| 2062 | Admin Legal Expenses | \$2,083 | \$0 | 0% | \$0 | \$0 | \$0 | \$25,000 |
| 2277 | Finance Consultants | \$28,850 | \$0 | 0% | \$0 | \$0 | \$0 | \$89,600 |
| 2275 | Records Management | \$3,808 | \$379 | 1% | \$0 | \$379 | \$0 | \$45,700 |
| 2278 | Security Monitoring | \$0 | \$218 | 14% | \$0 | \$218 | \$0 | \$1,600 |
| 2092 | Mis Expense - Admin | \$222 | \$189 | 7% | \$0 | \$189 | \$0 | \$2,660 |
| 2102 | Admin - Novated Lease Expenses | \$1,643 | \$2,262 | 11% | \$0 | \$2,262 | \$0 | \$19,720 |
| 2172 | Less Admin Non Cash Realloc | (\$8,848) | \$0 | 0% | \$0 | \$0 | \$0 | (\$106,185) |
| 2182 | Less Admin Cash Exp Realloc | (\$166,163) | (\$245,055) | 12% | \$0 | (\$245,055) | \$0 | (\$1,994,039) |
| | Sub Total - GOVERNANCE - GENERAL OP/EXP | \$114,598 | \$74,212 | | \$0 | \$74,212 | \$0 | \$19,720 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|---|-----------|-----------|--------|-----------|----------|------------|-------------|
| | OPERATING INCOME | | | | | | | |
| 2053 | Sundry Misc Income - Admin | (\$25) | \$0 | 0% | \$0 | \$0 | (\$300) | \$0 |
| 2083 | Police Licensing Commissions | (\$3,600) | (\$3,343) | 8% | (\$3,343) | \$0 | (\$40,000) | \$0 |
| 2113 | Admin - Novated Lease Contributions | (\$1,643) | (\$2,262) | | (\$2,262) | \$0 | (\$19,720) | \$0 |
| 2143 | Photocopying Fees | (\$2) | \$0 | 0% | \$0 | \$0 | (\$20) | \$0 |
| | Sub Total - GOVERNANCE - GENERAL OP/INC | (\$5,270) | (\$5,604) | | (\$5,604) | \$0 | (\$60,040) | \$0 |
| | Total - GOVERNANCE - GENERAL | \$109,328 | \$68,607 | | (\$5,604) | \$74,212 | (\$60,040) | \$19,720 |
| | Total - GOVERNANCE | \$222,598 | \$82,881 | | (\$5,604) | \$88,485 | (\$60,040) | \$1,190,673 |

ACCOUNT JOB

YEAR TO DATE
31 JULY 2025

% of Annual

ACTUAL
31 JULY 2025

ADOPTED BUDGET
2025-2026

Budget

Actual

Budget

Income

Expense

Income

Expense

FIRE PREVENTION

OPERATING EXPENDITURE

| 25

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|-----------------------------------|---|---------|---------|--------|---------|---------|-----------|-----------|
| ANIMAL CONTROL | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 2542 | Conference & Training | \$292 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,500 |
| 2562 | Dog Control Expenses | \$163 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,955 |
| 2572 | Dog Pound Expenses | \$153 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,834 |
| 2573 | Contract Ranger Expenses | \$3,542 | \$0 | | \$0 | \$0 | \$0 | \$42,500 |
| 2582 | Other Animal Control | \$17 | \$0 | 0% | \$0 | \$0 | \$0 | \$200 |
| 2583 | Cat Control Expenses | \$63 | \$0 | 0% | \$0 | \$0 | \$0 | \$760 |
| 2584 | Cat Pound Expenses | \$30 | \$0 | 0% | \$0 | \$0 | \$0 | \$360 |
| 2602 | Administration Allocated - Cash | \$4,985 | \$2,451 | 4% | \$0 | \$2,451 | \$0 | \$59,821 |
| 2612 | Administration Allocated - Non-Cash | \$88 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,062 |
| 005D | Depreciation Buildings - Animal Control | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,765 |
| Sub Total - ANIMAL CONTROL OP/EXP | | \$9,332 | \$5,879 | | \$0 | \$5,879 | \$0 | \$113,757 |
| OPERATING INCOME | | | | | | | | |
| 2633 | Ranger Income | (\$33) | \$0 | 0% | \$0 | \$0 | (\$400) | \$0 |
| 2653 | Fines & Penalties - Dog Act | (\$42) | \$0 | 0% | \$0 | \$0 | (\$500) | \$0 |
| 2663 | Impounding Fees - Dogs | (\$101) | \$0 | 0% | \$0 | \$0 | (\$1,210) | \$0 |
| 2673 | Dog Registrations | (\$262) | (\$263) | 8% | (\$263) | \$0 | (\$3,150) | \$0 |
| 2674 | Cat Registrations | (\$42) | \$0 | 0% | \$0 | \$0 | (\$500) | \$0 |
| Sub Total - ANIMAL CONTROL OP/INC | | (\$480) | (\$263) | | (\$263) | \$0 | (\$5,760) | \$0 |
| Total - ANIMAL CONTROL | | \$8,852 | \$5,616 | | (\$263) | \$5,879 | (\$5,760) | \$113,757 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|---|----------|----------|--------|------------|----------|-------------|-----------|
| | OTHER LAW ORDER & PUBLIC SAFETY | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 2832 | Vehicle Impounding | \$125 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,500 |
| 2862 | Local Law review | \$500 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,000 |
| | Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP | \$625 | \$0 | | \$0 | \$0 | \$0 | \$7,500 |
| | OPERATING INCOME | | | | | | | |
| 2863 | Income - Misc Other Law & Order | \$0 | (\$810) | 0% | (\$810) | \$0 | \$0 | \$0 |
| | Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC | \$0 | (\$810) | | (\$810) | \$0 | \$0 | \$0 |
| | Total - OTHER LAW ORDER PUBLIC SAFETY | \$625 | (\$810) | | (\$810) | \$0 | \$0 | \$7,500 |
| | Total - LAW ORDER & PUBLIC SAFETY | \$68,639 | \$20,175 | | (\$22,710) | \$42,884 | (\$256,136) | \$647,806 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|---|------------------------------|---------|--------------------------|------------------------|---------|-----------------------------|-----------|
| | | Budget | Actual | | Income | Expense | Income | Expense |
| | HEALTH | | | | | | | |
| | HEALTH ADMINISTRATION & INSPECTION | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 3102 | Health - Salaries | \$9,103 | \$0 | 0% | \$0 | \$0 | \$0 | \$109,243 |
| 3132 | Superannuation | \$1,092 | \$1,467 | 11% | \$0 | \$1,467 | \$0 | \$13,109 |
| 3142 | Fringe Benefits Tax | \$1,000 | \$0 | 0% | \$0 | \$0 | \$0 | \$12,000 |
| 3162 | Health - Other Employment Costs | \$1,428 | \$0 | 0% | \$0 | \$0 | \$0 | \$5,840 |
| 3164 | Health - Contractors | \$4,666 | \$0 | 0% | \$0 | \$0 | \$0 | \$56,000 |
| 3212 | Admin Allocation to HIA - Cash | \$4,985 | \$2,451 | 4% | \$0 | \$2,451 | \$0 | \$59,821 |
| 3242 | Analytical Expenses | \$83 | \$486 | 49% | \$0 | \$486 | \$0 | \$1,000 |
| 3252 | Administration Allocated - Non-cash | \$133 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,593 |
| | Sub Total - HEALTH ADMIN & INSPECTION OP/EXP | \$22,491 | \$4,404 | | \$0 | \$4,404 | \$0 | \$258,606 |
| | OPERATING INCOME | | | | | | | |
| 3223 | Health Act fees, Licences | (\$208) | \$100 | -4% | \$100 | \$0 | (\$2,500) | \$0 |
| 3233 | Septic Tank Inspection Fees | (\$42) | \$0 | 0% | \$0 | \$0 | (\$500) | \$0 |
| | Sub Total - HEALTH ADMIN & INSPECTION OP/INC | (\$250) | \$100 | | \$100 | \$0 | (\$3,000) | \$0 |
| | Total - HEALTH ADMIN & INSPECTION | \$22,241 | \$4,504 | | \$100 | \$4,404 | (\$3,000) | \$258,606 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|--|------------------------------|---------|--------------------------|------------------------|---------|-----------------------------|-----------|
| | | Budget | Actual | | Income | Expense | Income | Expense |
| | OTHER HEALTH | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 3360 | Doctor Services Expenses | \$0 | \$0 | | \$0 | \$0 | \$0 | \$250,000 |
| 3361 | Interest Paid on Loans | \$0 | (\$573) | -35% | \$0 | (\$573) | \$0 | \$1,647 |
| New | Vehicle Operating Expenses | | | | \$0 | \$0 | \$0 | \$0 |
| 3368 | Loan Guarantee Fee | \$405 | \$0 | 0% | \$0 | \$0 | \$0 | \$675 |
| 009D | Depreciation Buildings | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$20,245 |
| | Sub Total - OTHER HEALTH OP/EXP | \$405 | (\$573) | | \$0 | (\$573) | \$0 | \$272,567 |
| | OPERATING INCOME | | | | | | | |
| | Sub Total - OTHER HEALTH OP/INC | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | Total - OTHER HEALTH | \$405 | (\$573) | | \$0 | (\$573) | \$0 | \$272,567 |
| | Total - HEALTH | \$22,646 | \$3,931 | | \$100 | \$3,831 | (\$3,000) | \$531,173 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|------------------------------|--------|--------|--------|--------|---------|--------|---------|
| | EDUCATION & WELFARE | | | | | | | |
| | EDUCATION | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 3455 | Play in the Park | \$208 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,500 |
| 3452 | Smart Start Expenses | \$260 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,115 |
| | Sub Total - EDUCATION OP/EXP | \$468 | \$0 | | \$0 | \$0 | \$0 | \$5,615 |
| | OPERATING INCOME | | | | | | | |
| | Sub Total-EDUCATION OP/INC | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | Total - EDUCATION | \$468 | \$0 | | \$0 | \$0 | \$0 | \$5,615 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | | Budget | Income | Expense | Income | Expense |
|---------|--|---------|---------|-----|--------|---------|---------|------------|----------|
| | PRE-SCHOOL/OTHER EDUCATION | | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | | |
| 3462 | Child Care Centre - Building Maint | \$1,087 | \$700 | 25% | | \$0 | \$700 | \$0 | \$2,750 |
| 3476 | Play Group Community Assistance | | \$79 | | | \$0 | \$79 | | |
| 3477 | Kindy Café | \$1,267 | \$287 | 2% | | \$0 | \$287 | \$0 | \$15,200 |
| 3472 | Playgroup/Toy Library - Building Maint | \$1,117 | \$1,121 | 20% | | \$0 | \$1,121 | \$0 | \$5,578 |
| 3474 | Playgroup/Toy Library - Grounds Maint | \$281 | \$0 | 0% | | \$0 | \$0 | \$0 | \$3,370 |
| 3478 | SPARK - Expenditure | \$250 | \$0 | 0% | | \$0 | \$0 | \$0 | \$3,000 |
| 006D | DEPRECIATION (SCH 8) | \$0 | \$0 | 0% | | \$0 | \$0 | \$0 | \$17,465 |
| | Sub Total - OTHER EDUCATION OP/EXP | \$4,002 | \$2,187 | | | \$0 | \$2,187 | \$0 | \$47,363 |
| | OPERATING INCOME | | | | | | | | |
| 3463 | Occasional Care Rent | (\$208) | (\$208) | 8% | | (\$208) | \$0 | (\$2,500) | \$0 |
| 3465 | Grant - Kindy Café | \$0 | \$0 | 0% | | \$0 | \$0 | (\$14,900) | \$0 |
| 3473 | Playgroup/Toy Library Fees | (\$15) | \$0 | 0% | | \$0 | \$0 | (\$180) | \$0 |
| 3475 | SPARK - Income | \$0 | \$0 | 0% | | \$0 | \$0 | (\$3,000) | \$0 |
| | | | \$0 | | | | \$0 | | |
| | Sub Total - OTHER EDUCATION OP/INC | (\$223) | (\$208) | | | (\$208) | \$0 | (\$20,580) | \$0 |
| | Total - OTHER EDUCATION | \$3,779 | \$1,978 | | | (\$208) | \$2,187 | (\$20,580) | \$47,363 |
| | | | | | | | | | |
| | Total - EDUCATION & WELFARE | \$4,246 | \$1,978 | | | (\$208) | \$2,187 | (\$20,580) | \$52,978 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|--|------------------------------|-----------|--------------------------|------------------------|-----------|-----------------------------|-----------|
| | | Budget | Actual | | Income | Expense | Income | Expense |
| | HOUSING | | | | | | | |
| | SPRING HAVEN HOUSING | | | | | | | |
| 012D | Spring Haven Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$70,400 |
| 013D | Spring Haven Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,250 |
| | Sub Total - SPRING HAVEN HOUSING OP/EXP | \$0 | \$40,829 | | \$0 | \$40,829 | \$0 | \$72,650 |
| | OPERATING INCOME | | | | | | | |
| | Sub Total - SPRING HAVEN HOUSING OP/INC | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | Total - SPRING HAVEN HOUSING | \$0 | \$40,829 | | \$0 | \$40,829 | \$0 | \$72,650 |
| | STAFF HOUSING | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 3768 | Staff Housing Building Maintenance | \$824 | \$0 | 0% | \$0 | \$0 | \$0 | \$9,887 |
| 3769 | Staff Housing - Operating Expenses | \$4,105 | \$4,710 | 11% | \$0 | \$4,710 | \$0 | \$42,261 |
| 3764 | Staff Housing - Ground Maint. Various | \$2,348 | \$1,757 | 6% | \$0 | \$1,757 | \$0 | \$28,181 |
| 3767 | Housing - Great Southern Homes MoU Expenses | \$2,500 | \$0 | | \$0 | \$0 | \$0 | \$30,000 |
| 3770 | Loan Guarantee Fee L135, L140, L144 & L148 | \$3,969 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,615 |
| 3771 | Staff Housing Loan Interest | \$0 | (\$4,085) | -17% | \$0 | (\$4,085) | \$0 | \$23,769 |
| 011D | Housing Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$86,610 |
| | Sub Total - STAFF HOUSING OP/EXP | \$13,746 | \$2,382 | | \$0 | \$2,382 | \$0 | \$227,323 |
| | OPERATING INCOME | | | | | | | |
| 3703 | Residential Rent - Staff | (\$1,150) | (\$954) | 7% | (\$954) | \$0 | (\$13,800) | \$0 |
| 3706 | Operating Grants, Subsidies & Contributions | (\$2,500) | \$0 | | \$0 | \$0 | (\$30,000) | \$0 |
| | Sub Total - STAFF HOUSING OP/INC | (\$3,650) | (\$954) | | (\$954) | \$0 | (\$43,800) | \$0 |
| | Total - STAFF HOUSING | \$10,097 | \$1,428 | | (\$954) | \$2,382 | (\$43,800) | \$227,323 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|----------------------------------|---------------------------------------|------------|------------|--------|------------|-----------|-------------|-----------|
| HOUSING OTHER | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 4062 | Loton Close ILU's Building Maint | \$807 | \$137 | 1% | \$0 | \$137 | \$0 | \$10,383 |
| 4064 | Loton Close ILU's Grounds Maint | \$817 | \$232 | 2% | \$0 | \$232 | \$0 | \$9,810 |
| 4065 | Loton Close ILU's Utilities | \$2,942 | \$3,767 | 11% | \$0 | \$3,767 | \$0 | \$33,670 |
| 4066 | Loton Close ILU's Insurance | \$4,175 | \$3,975 | 48% | \$0 | \$3,975 | \$0 | \$8,350 |
| 4202 | J Sullivan Units Building Maintenance | \$1,422 | \$0 | 0% | \$0 | \$0 | \$0 | \$17,555 |
| 4204 | J Sullivan Units Grounds Maintenance | \$458 | \$6 | 0% | \$0 | \$6 | \$0 | \$5,500 |
| 4205 | J Sullivan Units Utilities | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,910 |
| 4206 | J Sullivan Units Insurance | \$1,028 | \$979 | 48% | \$0 | \$979 | \$0 | \$2,055 |
| 4254 | Interest Paid on Loans | \$0 | (\$3,191) | -37% | \$0 | (\$3,191) | \$0 | \$8,546 |
| 4255 | Loan Guarantee Fee (Housing Other) | \$2,082 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,470 |
| 4232 | Bagg Street Units Operating | \$500 | \$199 | 3% | \$0 | \$199 | \$0 | \$6,006 |
| 4256 | GROH - Building Maintenance | \$2,498 | \$1,582 | 12% | \$0 | \$1,582 | \$0 | \$13,705 |
| Sub Total - HOUSING OTHER OP/EXP | | \$16,731 | \$7,685 | | \$0 | \$7,685 | \$0 | \$129,960 |
| OPERATING INCOME | | | | | | | | |
| 4083 | Loton Close ILU's Rent | (\$13,909) | (\$13,880) | 8% | (\$13,880) | \$0 | (\$166,920) | \$0 |
| 4103 | Loton Close ILU's - Power Recoups | (\$1,125) | (\$1,638) | 12% | (\$1,638) | \$0 | (\$13,500) | \$0 |
| 4203 | J Sullivan Units - Rent | (\$3,083) | (\$2,474) | 7% | (\$2,474) | \$0 | (\$37,000) | \$0 |
| 4243 | GROH - Rent | (\$12,100) | (\$11,461) | 8% | (\$11,461) | \$0 | (\$145,200) | \$0 |
| Sub Total - HOUSING OTHER OP/INC | | (\$30,217) | (\$29,453) | | (\$29,453) | \$0 | (\$362,620) | \$0 |
| Total - HOUSING OTHER | | (\$13,486) | (\$21,768) | | (\$29,453) | \$7,685 | (\$362,620) | \$129,960 |
| Total - HOUSING | | (\$3,390) | \$20,489 | | (\$30,407) | \$50,896 | (\$406,420) | \$429,933 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|--|----------|---------|--------|--------|---------|-------------|-----------|
| | COMMUNITY AMENITIES | | | | | | | |
| | SANITATION - HOUSEHOLD REFUSE | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 5022 | Refuse Collection - Kerbside | \$6,791 | \$0 | 0% | \$0 | \$0 | \$0 | \$81,500 |
| 5012 | Refuse Site Maintenance | \$547 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,560 |
| 5013 | Refuse Site Rehabilitation | \$258 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,102 |
| 5002 | Recycling Depot/Transfer Stn - Contract | \$57,249 | \$9,253 | 5% | \$0 | \$9,253 | \$0 | \$204,495 |
| 5122 | Recycling Collection - Kerbside | \$6,141 | \$0 | 0% | \$0 | \$0 | \$0 | \$73,700 |
| 5142 | Recycling Education | \$21 | \$0 | 0% | \$0 | \$0 | \$0 | \$250 |
| 014D | Depreciation (Sch 10) | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,045 |
| | Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP | \$71,008 | \$9,253 | | \$0 | \$9,253 | \$0 | \$373,652 |
| | OPERATING INCOME | | | | | | | |
| 5023 | Collection Charges - Kerbside | \$0 | \$0 | 0% | \$0 | \$0 | (\$293,800) | \$0 |
| 5033 | Recycling/Transfer Station Rental | (\$192) | \$0 | 0% | \$0 | \$0 | (\$2,300) | \$0 |
| | Sub Total - SANITATION H/HOLD REFUSE OP/INC | (\$192) | \$0 | | \$0 | \$0 | (\$296,100) | \$0 |
| | Total - SANITATION HOUSEHOLD REFUSE | \$70,816 | \$9,253 | | \$0 | \$9,253 | (\$296,100) | \$373,652 |

ACCOUNT JOB

YEAR TO DATE
31 JULY 2025

ACTUAL
31 JULY 2025

ADOPTED BUDGET
2025-2026

Budget

Actual

Budget

Income

Expense

Income

Expense

OPERATING EXPENDITURE

Sub Total - SANITATION OTHER OP/EXP

| | | | | | | | | |
|------|----------------------------------|---------|-----|----|-----|-----|-----------|-----|
| 5303 | Litter Infringements | (\$17) | \$0 | 0% | \$0 | \$0 | (\$200) | \$0 |
| 5304 | Drum Muster Reimbursement Income | (\$208) | \$0 | 0% | \$0 | \$0 | (\$2,500) | \$0 |

Total - SANITATION OTHER

OPERATING EXPENDITURE

| | | | | | | | | |
|------|---------------------------------|-------|-----|----|-----|-----|-----|---------|
| 5090 | Liquid Waste Pond - Maintenance | \$114 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,370 |
|------|---------------------------------|-------|-----|----|-----|-----|-----|---------|

Sub Total - SEWERAGE OP/EXP

Sub Total - SEWERAGE OP/INC

Total - SEWERAGE

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|--|---|---------|---------|--------|--------|---------|-----------|-----------|
| PROTECTION OF THE ENVIRONMENT | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 5616 | NRM - Salaries & Wages/Consultancy Fees | \$417 | \$0 | 0% | \$0 | \$0 | \$0 | \$5,000 |
| 5681 | Noxious Weeds | \$386 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,637 |
| 5686 | NRM - Environmental Reserve M'ment | \$1,108 | \$3,000 | 23% | \$0 | \$3,000 | \$0 | \$13,300 |
| 5687 | Reserve Clean Up | \$1,713 | \$0 | 0% | \$0 | \$0 | \$0 | \$20,556 |
| 5752 | Administration Allocation Cash | \$1,662 | \$4,901 | 25% | \$0 | \$4,901 | \$0 | \$19,940 |
| 5742 | Administration Allocation Non-Cash | \$221 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,655 |
| Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP | | \$5,507 | \$7,901 | | \$0 | \$7,901 | \$0 | \$66,088 |
| OPERATING INCOME | | | | | | | | |
| Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC | | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Total - PROTECTION OF THE ENVIRONMENT | | \$5,507 | \$7,901 | | \$0 | \$7,901 | \$0 | \$66,088 |
| TOWN PLANNING AND REGIONAL DEVELOPMENT | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 5842 | Town Planning Expenses | \$2,500 | \$2,950 | 10% | \$0 | \$2,950 | \$0 | \$30,000 |
| 5922 | TPS Review | \$2,083 | \$0 | 0% | \$0 | \$0 | \$0 | \$25,000 |
| 5962 | Administration Allocated Cash | \$4,985 | \$2,451 | 4% | \$0 | \$2,451 | \$0 | \$59,821 |
| 5832 | Administration Allocated Non-Cash | \$88 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,062 |
| Sub Total - TOWN PLAN & REG DEV OP/EXP | | \$9,657 | \$5,401 | | \$0 | \$5,401 | \$0 | \$115,883 |
| OPERATING INCOME | | | | | | | | |
| 5973 | Planning Fees | (\$542) | \$0 | 0% | \$0 | \$0 | (\$6,500) | \$0 |
| Sub Total - TOWN PLAN & REG DEV OP/INC | | (\$542) | \$0 | | \$0 | \$0 | (\$6,500) | \$0 |
| Total - TOWN PLANNING & REGIONAL DEVELOPMENT | | \$9,115 | \$5,401 | | \$0 | \$5,401 | (\$6,500) | \$115,883 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|--|--|-----------|-----------|--------|-----------|----------|------------|-----------|
| COMMUNITY AMENITIES - CEMETERIES | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 5999 | Cemetery Digital Database | \$108 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,300 |
| 6001 | Cemetery - Grave Digging | \$3,769 | \$8,673 | 19% | \$0 | \$8,673 | \$0 | \$45,225 |
| 6006 | Kojonup Cemetery - Niche Wall Maint | \$135 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,625 |
| 6002 | Kojonup Cemetery - Grounds Maint | \$1,724 | \$3,278 | 16% | \$0 | \$3,278 | \$0 | \$20,685 |
| 6000 | Kojonup Cemetery - Trees | \$125 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,501 |
| 6012 | Boscabel Cemetery - Grounds Maint | \$49 | \$0 | 0% | \$0 | \$0 | \$0 | \$590 |
| 6014 | Muradup Cemetery - Grounds Maintenance | \$431 | \$2,046 | 40% | \$0 | \$2,046 | \$0 | \$5,175 |
| 015D | Community Amenities Buildings Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$47,405 |
| Sub Total - COMMUNITY AMEN - CEMETERIES OP/EXP | | \$6,341 | \$13,996 | | \$0 | \$13,996 | \$0 | \$123,506 |
| OPERATING INCOME | | | | | | | | |
| 6013 | Cemetery Fees (Inc Gst) | (\$833) | (\$2,915) | 29% | (\$2,915) | \$0 | (\$10,000) | \$0 |
| 6023 | Cemetery Fees Licences (Not Inc Gst) | (\$167) | (\$150) | 8% | (\$150) | \$0 | (\$2,000) | \$0 |
| Sub Total - COMMUNITY AMEN - CEMETERIES OP/INC | | (\$1,000) | (\$3,065) | | (\$3,065) | \$0 | (\$12,000) | \$0 |
| Total - COMMUNITY AMENITIES CEMETERIES | | \$5,342 | \$10,931 | | (\$3,065) | \$13,996 | (\$12,000) | \$123,506 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|--|-----------|----------|--------|-----------|----------|-------------|-----------|
| COMMUNITY AMENITIES - PUBLIC CONVENIENCES & OTHER | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 6042 | Harrison Place Conveniences - Maint | \$21 | \$0 | 0% | \$0 | \$0 | \$0 | \$250 |
| 6044 | Harrison Place Conveniences - Cleaning | \$2,402 | \$3,561 | 16% | \$0 | \$3,561 | \$0 | \$22,550 |
| 6034 | CWA - Building Maintenance | \$519 | \$208 | 9% | \$0 | \$208 | \$0 | \$2,378 |
| 6052 | Town Street & Park Seating | \$93 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,113 |
| 6112 | Community Resource Centre / Telecentre | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,488 |
| 6142 | Administration Allocated Non-Cash | \$221 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,655 |
| 6152 | Administration Allocated Cash | \$4,985 | \$5,514 | 9% | \$0 | \$5,514 | \$0 | \$59,821 |
| Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/EXP | | \$8,241 | \$9,282 | \$0 | \$0 | \$9,282 | \$0 | \$92,255 |
| OPERATING INCOME | | | | | | | | |
| Sub Total - COMMUNITY AMEN - PUBLIC CONVEN OP/INC | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total - COMMUNITY AMENITIES PUBLIC CONVEN & OTHER | | \$8,241 | \$9,282 | | \$0 | \$9,282 | \$0 | \$92,255 |
| COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 6064 | Men's Shed - Building Maintenance | \$160 | \$79 | 7% | \$0 | \$79 | \$0 | \$1,170 |
| Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/EXP | | \$160 | \$79 | | \$0 | \$79 | \$0 | \$1,170 |
| OPERATING INCOME | | | | | | | | |
| Sub Total - COMMUNITY AMEN - COMMUNITY DEV OP/INC | | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Total - COMMUNITY AMENITIES - COMMUNITY DEVELOPMENT | | \$160 | \$79 | | \$0 | \$79 | \$0 | \$1,170 |
| Total - COMMUNITY AMENITIES | | \$112,319 | \$44,609 | | (\$3,065) | \$47,674 | (\$317,300) | \$932,923 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|---------------------------------------|----------|---------|--------|--------|---------|-----------|-----------|
| RECREATION & CULTURE | | | | | | | | |
| PUBLIC HALL & CIVIC CENTRES | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 6202 | Memorial Hall - Cleaning & Operations | \$5,945 | \$5,892 | 24% | \$0 | \$5,892 | \$0 | \$24,710 |
| 6212 | RSL Hall - Cleaning & Operations | \$1,130 | \$811 | 17% | \$0 | \$811 | \$0 | \$4,638 |
| 6214 | Memorial Hall - Building Maintenance | \$799 | \$445 | 6% | \$0 | \$445 | \$0 | \$7,376 |
| 6218 | Muradup Hall - Building Expenses | \$755 | \$640 | 32% | \$0 | \$640 | \$0 | \$2,010 |
| 6219 | Qualeup Hall - Building Expenses | \$61 | \$0 | 0% | \$0 | \$0 | \$0 | \$330 |
| 6224 | Memorial Hall - Grounds Maintenance | \$1,159 | \$438 | 3% | \$0 | \$438 | \$0 | \$14,226 |
| 6227 | Boscabel Hall - Building Expenses | \$160 | \$0 | 0% | \$0 | \$0 | \$0 | \$945 |
| 6232 | All Halls - Cutlery & Crockery | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 6324 | RSL Hall - Building Maintenance | \$209 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,780 |
| 6146 | Interest on Loan - Loan 146 & 149 | \$0 | (\$769) | -4% | \$0 | (\$769) | \$0 | \$18,565 |
| 6147 | Loan Guarantee Fee - Loan 146 & 149 | \$1,950 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,250 |
| 016D | Public Halls Building Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$62,285 |
| Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP | | \$12,335 | \$7,488 | | \$0 | \$7,488 | \$0 | \$143,115 |
| OPERATING INCOME | | | | | | | | |
| 6203 | Memorial Hall Rentals | (\$135) | \$0 | 0% | \$0 | \$0 | (\$1,625) | \$0 |
| 6213 | RSL Hall Rentals | (\$105) | (\$70) | 6% | (\$70) | \$0 | (\$1,255) | \$0 |
| Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC | | (\$240) | (\$70) | | (\$70) | \$0 | (\$2,880) | \$0 |
| Total - PUBLIC HALL & CIVIC CENTRES | | \$12,095 | \$7,418 | | (\$70) | \$7,488 | (\$2,880) | \$143,115 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | | Budget | Income | Expense | Income | Expense |
|---|---|----------|------------|------|--------|--------|------------|--------|-----------|
| OTHER RECREATION & SPORT | | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | | |
| 6362 | Kojonup Springs Conveniences | \$1,994 | \$2,677 | 11% | | \$0 | \$2,677 | \$0 | \$24,333 |
| 6364 | Kojonup Springs Grounds Maintenance | \$1,117 | \$1,227 | 9% | | \$0 | \$1,227 | \$0 | \$13,400 |
| 6372 | Apex Park Conveniences - Operating | \$5,020 | \$6,331 | 12% | | \$0 | \$6,331 | \$0 | \$52,852 |
| 6373 | Apex Park Conveniences - Building Maint | \$298 | \$0 | 0% | | \$0 | \$0 | \$0 | \$3,580 |
| 6374 | Apex Park - Grounds Maint | \$2,954 | \$9,469 | 16% | | \$0 | \$9,469 | \$0 | \$59,680 |
| 6382 | Railway Reserve Conveniences | \$475 | \$255 | 7% | | \$0 | \$255 | \$0 | \$3,450 |
| 6392 | Newstead Park - Grounds Maint | \$748 | \$1,717 | 19% | | \$0 | \$1,717 | \$0 | \$8,975 |
| 6394 | Railway Reserve Grounds Maint | \$1,780 | \$2,991 | 18% | | \$0 | \$2,991 | \$0 | \$16,745 |
| 6402 | Sports Complex - Netball Conveniences | \$889 | \$970 | 11% | | \$0 | \$970 | \$0 | \$8,595 |
| 6403 | Sports Complex - Netball Area Maint | \$301 | \$0 | 0% | | \$0 | \$0 | \$0 | \$3,610 |
| 6404 | Sports Complex - Grounds Maint | \$14,014 | \$8,306 | 5% | | \$0 | \$8,306 | \$0 | \$168,175 |
| 6408 | Sports Complex - Conveniences | \$429 | \$252 | 5% | | \$0 | \$252 | \$0 | \$5,148 |
| 6412 | Hillman Park - Grounds Maint | \$998 | \$456 | 4% | | \$0 | \$456 | \$0 | \$11,973 |
| 6414 | Sports Complex - Reticulation | \$2,207 | \$0 | 0% | | \$0 | \$0 | \$0 | \$26,490 |
| 6415 | Oval Lighting | \$704 | \$824 | 17% | | \$0 | \$824 | \$0 | \$4,800 |
| 6422 | Kojonup Bk (Piesse Park) - Grounds Maint | \$1,359 | \$2,509 | 15% | | \$0 | \$2,509 | \$0 | \$16,310 |
| 6425 | Sports Complex - Hockey Club Building | \$137 | \$0 | 0% | | \$0 | \$0 | \$0 | \$1,543 |
| 6434 | Turkey Nest Dam Maintenance | \$1,442 | \$107 | 1% | | \$0 | \$107 | \$0 | \$12,558 |
| 6435 | Water - Showgrounds Maint | \$415 | \$0 | 0% | | \$0 | \$0 | \$0 | \$4,983 |
| 6444 | Muradup Townsite Grounds | \$423 | \$0 | 0% | | \$0 | \$0 | \$0 | \$5,075 |
| 6452 | Playground Safety & Minor Upgrades | \$187 | \$0 | 0% | | \$0 | \$0 | \$0 | \$2,240 |
| 6454 | Kojonup Town Entrances | \$427 | \$0 | 0% | | \$0 | \$0 | \$0 | \$5,120 |
| 6474 | Industrial Area Slashing & Spraying | \$62 | \$0 | 0% | | \$0 | \$0 | \$0 | \$743 |
| 6477 | Sports Complex - Utilities & Insurance | \$5,916 | \$4,577 | 23% | | \$0 | \$4,577 | \$0 | \$20,035 |
| 6492 | Myrtle Benn Reserve | \$149 | \$4 | 0% | | \$0 | \$4 | \$0 | \$1,785 |
| 6494 | Sundry Reserves | \$1,041 | \$363 | 4% | | \$0 | \$363 | \$0 | \$8,495 |
| 6496 | Kojonup Golf Club Community Grant | \$20 | \$0 | 0% | | \$0 | \$0 | \$0 | \$245 |
| 6552 | Sports Complex - Cleaning | \$586 | \$123 | 2% | | \$0 | \$123 | \$0 | \$7,030 |
| 6554 | Sports Complex - Building Maint | \$833 | \$159 | 2% | | \$0 | \$159 | \$0 | \$9,993 |
| 6558 | Loan Guarantee Fee - Loans 134, 136, 142, 143 | \$6,069 | \$0 | 0% | | \$0 | \$0 | \$0 | \$10,115 |
| 6559 | Recreation - Interest on Loans | \$0 | (\$11,946) | -26% | | \$0 | (\$11,946) | \$0 | \$45,884 |
| 6592 | Skate Park | \$119 | \$116 | 16% | | \$0 | \$116 | \$0 | \$715 |
| 6792 | Admin Allocation - Cash | \$3,323 | \$4,779 | 12% | | \$0 | \$4,779 | \$0 | \$39,881 |
| 7107 | Polocrosse Works Requested | \$18 | \$0 | 0% | | \$0 | \$0 | \$0 | \$221 |
| 017D | Other Sport Buildings Depreciation | \$0 | \$0 | 0% | | \$0 | \$0 | \$0 | \$373,301 |
| Sub Total - OTHER RECREATION & SPORT OP/EXP | | \$56,455 | \$36,265 | | | \$0 | \$36,265 | \$0 | \$978,078 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|-------------------------------------|-----------|----------|--------|---------|----------|------------|-----------|
| OPERATING INCOME | | | | | | | | |
| 6523 | Complex Bldg Fees | (\$375) | (\$645) | 14% | (\$645) | \$0 | (\$4,500) | \$0 |
| 6533 | Rec Ground Lease Fees | \$0 | \$0 | 0% | \$0 | \$0 | (\$3,000) | \$0 |
| 6553 | Contribution-Dept Education - Oval | \$0 | \$0 | 0% | \$0 | \$0 | (\$36,000) | \$0 |
| Sub Total - OTHER RECREATION & SPORT OP/INC | | (\$375) | (\$645) | | (\$645) | \$0 | (\$43,500) | \$0 |
| Total - OTHER RECREATION & SPORT | | \$56,080 | \$35,620 | | (\$645) | \$36,265 | (\$43,500) | \$978,078 |
| SWIMMING AREAS & BEACHES | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 6252 | Building Maintenance | \$387 | \$32 | 1% | \$0 | \$32 | \$0 | \$4,650 |
| 6254 | Consumables & Minor Expenses | \$125 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,500 |
| 6257 | Utilities & Telephone | \$3,684 | \$177 | 0% | \$0 | \$177 | \$0 | \$39,330 |
| 6258 | Insurance | \$7,004 | \$8,829 | 63% | \$0 | \$8,829 | \$0 | \$14,008 |
| 6261 | Maintenance - Pool Building | \$548 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,941 |
| 6262 | Grounds Maintenance | \$1,069 | \$1,452 | 11% | \$0 | \$1,452 | \$0 | \$12,825 |
| 6264 | Swimming Pool - Chemicals | \$750 | \$0 | 0% | \$0 | \$0 | \$0 | \$9,000 |
| 6271 | Non-Capital Purchases per 10yr Plan | \$125 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,500 |
| 6272 | Equipment Maintenance | \$717 | \$0 | 0% | \$0 | \$0 | \$0 | \$8,600 |
| 6274 | Kiosk - COGS | \$566 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,790 |
| 6352 | Swimming Pool Salaries | \$10,583 | \$0 | 0% | \$0 | \$0 | \$0 | \$126,997 |
| 6353 | Superannuation | \$1,253 | \$0 | 0% | \$0 | \$0 | \$0 | \$15,037 |
| 6354 | Conferences & Training | \$358 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,300 |
| 6292 | Administration Allocated Cash | \$3,323 | \$2,451 | 6% | \$0 | \$2,451 | \$0 | \$39,881 |
| 050D | Depreciation Buildings | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$54,275 |
| Sub Total - SWIMMING AREAS & BEACHES OP/EXP | | \$30,492 | \$12,941 | | \$0 | \$12,941 | \$0 | \$345,634 |
| OPERATING INCOME | | | | | | | | |
| 6294 | Pool Entry Fees | (\$350) | \$0 | 0% | \$0 | \$0 | (\$4,200) | \$0 |
| 6295 | Pool Kiosk Sales | (\$650) | \$0 | 0% | \$0 | \$0 | (\$7,800) | \$0 |
| 6296 | Pool Daily Entry Fees | (\$750) | \$0 | 0% | \$0 | \$0 | (\$9,000) | \$0 |
| Sub Total - SWIMMING AREAS & BEACHES OP/INC | | (\$1,750) | \$0 | | \$0 | \$0 | (\$21,000) | \$0 |
| Total - SWIMMING AREAS & BEACHES | | \$28,742 | \$12,941 | | \$0 | \$12,941 | (\$21,000) | \$345,634 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|--|---|----------|-----------|--------|-----------|----------|--------|-----------|
| TV & RADIO BROADCASTING & RETRANSMISSION | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 6752 | Television Translator | \$23 | \$19 | 41% | \$0 | \$19 | \$0 | \$45 |
| 6772 | VHF Repeater Operating/Maintenance | \$8 | \$0 | 0% | \$0 | \$0 | \$0 | \$100 |
| Sub Total - TV & RADIO RETRANSMISSION OP/EXP | | \$31 | \$19 | | 0 | \$19 | \$0 | \$145 |
| Total - TV & RADIO RETRANSMISSION | | \$31 | \$19 | | \$0 | \$19 | \$0 | \$145 |
| LIBRARIES | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 6812 | Library Salaries | \$8,037 | \$9,968 | 10% | \$0 | \$9,968 | \$0 | \$96,453 |
| 6842 | Superannuation | \$1,297 | \$1,465 | 9% | \$0 | \$1,465 | \$0 | \$15,559 |
| 6852 | Emp Insurances (Lib) | \$2,258 | \$3,335 | 74% | \$0 | \$3,335 | \$0 | \$4,516 |
| 6862 | Conference & Training (Lib) | \$83 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,000 |
| 6882 | Library Operating Expenses | \$542 | \$46 | 1% | \$0 | \$46 | \$0 | \$6,500 |
| 6892 | Lib Software Licencing | \$347 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,165 |
| 6902 | Library Resource Purchases | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 6903 | Library Regional Activity Plan Contribution | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 6942 | Administration Allocated Cash | \$1,662 | \$2,451 | 12% | \$0 | \$2,451 | \$0 | \$19,940 |
| 6952 | Administration Allocated Non-Cash | \$221 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,655 |
| Sub Total - LIBRARIES OP/EXP | | \$14,780 | \$17,264 | | \$0 | \$17,264 | \$0 | \$154,788 |
| OPERATING INCOME | | | | | | | | |
| 6973 | Sundry Income | (\$0) | (\$43) | 720% | (\$43) | \$0 | (\$6) | \$0 |
| Sub Total - LIBRARIES OP/INC | | (\$0) | (\$3,063) | | (\$3,063) | \$0 | (\$6) | \$0 |
| Total - LIBRARIES | | \$14,780 | \$14,201 | | (\$3,063) | \$17,264 | (\$6) | \$154,788 |

ACCOUNT JOB

| | |
|------|--|
| 7012 | Historical Soc. Rooms |
| 7022 | Old Military Barracks |
| 7024 | Old Post Office - Building Maintenance |
| 7032 | Elverd Cottage - Building Mtce |
| 7034 | Elverd Cottage - Ground Maint |
| 7046 | Old Post Office - Grounds Maintenance |
| 7106 | Showgrounds - Building Maintenance |
| 7101 | Annual Show - Works Assistance |
| 7103 | Muradup & Jingalup War Memorials |
| 7222 | Military Barracks - Ground Maint |
| 019D | Depreciation Buildings |

OPERATING INCOME

Sub Total - OTHER CULTURE OP/INC

Total - OTHER CULTURE**Total - RECREATION AND CULTURE**

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|--|--|-----------|-----------|--------|--------|-----------|--------|-------------|
| STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 7632 | Town Streets - Drainage Mtce | \$2,533 | \$0 | 0% | \$0 | \$0 | \$0 | \$30,400 |
| 7652 | Road Maintenance | \$386 | \$0 | | \$0 | \$0 | \$0 | \$4,635 |
| 7662 | Bridge Maintenance | \$18,845 | \$12,810 | 14% | \$0 | \$12,810 | \$0 | \$90,145 |
| 7672 | Footpath Maintenance | \$1,450 | \$0 | 0% | \$0 | \$0 | \$0 | \$17,400 |
| 7682 | Lighting Of Streets | \$4,875 | \$4,912 | 8% | \$0 | \$4,912 | \$0 | \$58,500 |
| 7692 | Depot Maint | \$3,813 | \$6,553 | 23% | \$0 | \$6,553 | \$0 | \$28,712 |
| 7694 | Depot - Grounds & Nursery Maint | \$1,853 | \$262 | 1% | \$0 | \$262 | \$0 | \$22,235 |
| 7695 | Depot - OHS Minor Items | \$106 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,268 |
| 7704 | Depot Cleaning | \$2,919 | \$3,021 | 9% | \$0 | \$3,021 | \$0 | \$35,035 |
| RM01 | Grading - Winter | \$86,284 | \$85,938 | 8% | \$0 | \$85,938 | \$0 | \$1,035,445 |
| RM03 | Drainage Maintenance | \$16,443 | \$58,611 | 30% | \$0 | \$58,611 | \$0 | \$197,325 |
| RM04 | Bitumen Patching/Repair | \$11,870 | \$13,135 | 9% | \$0 | \$13,135 | \$0 | \$142,450 |
| RM05 | Guide Post & Signage | \$9,477 | \$8,501 | 7% | \$0 | \$8,501 | \$0 | \$113,725 |
| RM06 | Roadside Spraying | \$3,044 | \$0 | 0% | \$0 | \$0 | \$0 | \$36,525 |
| RM08 | Rural Limb & Tree Removal - Fallen | \$10,700 | \$25,892 | 20% | \$0 | \$25,892 | \$0 | \$128,405 |
| RM10 | Traffic Counter Transportation | \$1,219 | \$0 | 0% | \$0 | \$0 | \$0 | \$14,625 |
| RM11 | Kerb Maintenance | \$353 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,240 |
| RM15 | Trees Rural Major Works | \$9,525 | \$39,377 | 34% | \$0 | \$39,377 | \$0 | \$114,310 |
| RM16 | Townsite-Kojonup-Verge Mtce | \$4,227 | \$9,226 | 15% | \$0 | \$9,226 | \$0 | \$60,725 |
| RM17 | Townsite Trees - General Mtce | \$1,362 | \$0 | 0% | \$0 | \$0 | \$0 | \$16,350 |
| RM18 | TOWNSITE TREES - UPGRADE, WATERING etc | \$656 | \$0 | 0% | \$0 | \$0 | \$0 | \$7,875 |
| RM19 | Townsite Trees - Pruning - Contractor | \$1,018 | \$0 | 0% | \$0 | \$0 | \$0 | \$12,219 |
| RM20 | Road Accident Recovery | \$246 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,950 |
| RM22 | Removal of Street Trees | \$545 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,535 |
| RM23 | Townsite Street Sweeping | \$875 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,500 |
| RM24 | Carpark Line marking | \$458 | \$0 | 0% | \$0 | \$0 | \$0 | \$5,500 |
| 7701 | Blackwood Rd Solar Dam Maintenance | \$165 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,984 |
| 7702 | Administration Allocated Cash | \$58,157 | \$49,011 | 7% | \$0 | \$49,011 | \$0 | \$697,914 |
| 7703 | Plant Auction Selling Expenses | \$42 | \$0 | 0% | \$0 | \$0 | \$0 | \$500 |
| 020D | Depreciation on Road Assets | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,775,075 |
| Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP | | \$253,447 | \$317,249 | | \$0 | \$317,249 | \$0 | \$6,673,507 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|--|-----------|-----------|--------|--------|-----------|---------------|-------------|
| | OPERATING INCOME | | | | | | | |
| 7405 | Roads Grants RRG | \$0 | \$0 | 0% | \$0.00 | \$0 | (\$1,090,000) | \$0 |
| 7375 | Main Roads WA Direct Grant | \$0 | \$0 | 0% | \$0 | \$0 | (\$253,357) | \$0 |
| 7325 | Grant - Special Commodity Route Funding | \$0 | \$0 | 0% | \$0 | \$0 | (\$34,000) | \$0 |
| 7435 | Roads to Recovery - Current Allocation | \$0 | \$0 | 0% | \$0 | \$0 | (\$1,241,133) | \$0 |
| | Sub Total - MTCE STREETS ROADS DEPOTS OP/INC | \$0 | \$186 | | \$186 | \$0 | (\$2,618,490) | \$0 |
| | Total - MTCE STREETS ROADS DEPOTS | \$253,447 | \$317,435 | | \$186 | \$317,249 | (\$2,618,490) | \$6,673,507 |
| | AERODROMES | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 7762 | Airport Building - Maintenance | \$679 | \$1,390 | 34% | \$0 | \$1,390 | \$0 | \$4,102 |
| 7761 | Interest on Loan 141 (Airstrip) | \$0 | (\$545) | -35% | \$0 | (\$545) | \$0 | \$1,565 |
| 7764 | Airport Building - Cleaning | \$87 | \$85 | 8% | \$0 | \$85 | \$0 | \$1,043 |
| 7771 | Loan Guarantee Fee (Airstrip) | \$432 | \$0 | 0% | \$0 | \$0 | \$0 | \$720 |
| 7772 | Airstrip Operations | \$4 | \$0 | 0% | \$0 | \$0 | \$0 | \$50 |
| 7774 | Airstrip Ground Maintenance | \$3,242 | \$1,159 | 3% | \$0 | \$1,159 | \$0 | \$38,905 |
| | Sub Total - AERODROMES OP/EXP | \$4,444 | \$2,089 | | \$0 | \$2,089 | \$0 | \$46,385 |
| | OPERATING INCOME | | | | | | | |
| | Sub Total - AERODROMES OP/INC | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | Total - AERODROMES | \$4,444 | \$2,089 | | \$0 | \$2,089 | \$0 | \$46,385 |
| | Total - TRANSPORT | \$257,891 | \$319,524 | | \$186 | \$319,338 | (\$2,618,490) | \$6,719,892 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|-----------------------------------|-----------|-----------|--------|-----------|---------|------------|----------|
| | ECONOMIC SERVICES | | | | | | | |
| | RURAL SERVICES | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 023D | Depreciation (Sch 13) | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$4,260 |
| 8002 | Water Standpipes | \$705 | \$184 | 0% | \$0 | \$184 | \$0 | \$64,480 |
| 8006 | Rural Street Addressing | \$8 | \$0 | 0% | \$0 | \$0 | \$0 | \$100 |
| | Sub Total - RURAL SERVICES OP/EXP | \$714 | \$184 | | \$0 | \$184 | \$0 | \$68,840 |
| | OPERATING INCOME | | | | | | | |
| 8003 | Water Standpipe Charges | (\$4,750) | (\$1,121) | 2% | (\$1,121) | \$0 | (\$57,000) | \$0 |
| | Sub Total - RURAL SERVICES OP/INC | (\$4,750) | (\$1,121) | | (\$1,121) | \$0 | (\$57,000) | \$0 |
| | Total - RURAL SERVICES | (\$4,036) | (\$937) | | (\$1,121) | \$184 | (\$57,000) | \$68,840 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|---|----------|----------|--------|--------|----------|--------|-----------|
| TOURISM AND AREA PROMOTION - KODJA PLACE | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 8302 | Salaries (Tour) | \$23,288 | \$31,121 | 11% | \$0 | \$31,121 | \$0 | \$279,464 |
| 8344 | Superannuation - Visitors Centre | \$2,883 | \$4,048 | 12% | \$0 | \$4,048 | \$0 | \$34,598 |
| 8364 | Tour Guide Expenses | \$1,169 | \$0 | 0% | \$0 | \$0 | \$0 | \$14,031 |
| 8322 | Employee Insurances (Tour) | \$4,353 | \$6,555 | 75% | \$0 | \$6,555 | \$0 | \$8,705 |
| 8342 | Conferences & Training | \$87 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,050 |
| 8109 | Story Area (Mosaic) | \$833 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,000 |
| 8367 | Story Area (Digital) | \$4,195 | \$0 | 0% | \$0 | \$0 | \$0 | \$50,337 |
| 8110 | Catering | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 8368 | Activity (Educational) | \$67 | \$0 | 0% | \$0 | \$0 | \$0 | \$800 |
| 8126 | Insurances - Various | \$7,819 | \$8,219 | 53% | \$0 | \$8,219 | \$0 | \$15,637 |
| 8152 | Public Liability Insurance - Kodja Place | \$5,153 | \$5,917 | 57% | \$0 | \$5,917 | \$0 | \$10,306 |
| 8142 | Printing, Stationary & Office Expenses | \$917 | \$747 | 7% | \$0 | \$747 | \$0 | \$11,000 |
| 8162 | Building Maintenance | \$542 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,499 |
| 8164 | Utilities | \$1,895 | \$1,876 | 16% | \$0 | \$1,876 | \$0 | \$11,470 |
| 8166 | Cleaning | \$3,755 | \$4,133 | 9% | \$0 | \$4,133 | \$0 | \$45,060 |
| 8172 | Grounds Maintenance | \$1,642 | \$801 | 4% | \$0 | \$801 | \$0 | \$19,700 |
| 8174 | Kodja Place Rose Maze Grounds Maint | \$3,620 | \$6,001 | 14% | \$0 | \$6,001 | \$0 | \$43,440 |
| 8192 | Misc Expenses | \$250 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,000 |
| 8358 | Kodja Place Website | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 8444 | Retail Stock - COGS | \$2,292 | \$0 | 0% | \$0 | \$0 | \$0 | \$27,500 |
| 8394 | Events & Exhibitions Expenses | \$1,250 | \$0 | 0% | \$0 | \$0 | \$0 | \$15,000 |
| 8395 | Community Events Expenses | \$2,083 | \$0 | | \$0 | \$0 | \$0 | \$25,000 |
| 8412 | General Administration Allocated Cash | \$8,308 | \$21,565 | 22% | \$0 | \$21,565 | \$0 | \$99,702 |
| 8422 | General Administration Allocated Non-Cash | \$177 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,124 |
| 022D | Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$66,650 |
| 055D | Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,525 |
| Sub Total - TOURISM & AREA PROMOTION KODJA OP/EXP | | \$76,909 | \$90,981 | | \$0 | \$90,981 | \$0 | \$807,598 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|--------------------------------------|-----------|-----------|--------|-----------|----------|-------------|-----------|
| OPERATING INCOME | | | | | | | | |
| 8205 | Kodja Place - Visitor Fees | (\$317) | (\$120) | 3% | (\$120) | \$0 | (\$3,800) | \$0 |
| 8203 | Kodja Place - Hire Fees | (\$292) | \$0 | 0% | \$0 | \$0 | (\$3,500) | \$0 |
| 8204 | Tour Groups | (\$108) | (\$45) | 3% | (\$45) | \$0 | (\$1,300) | \$0 |
| 8207 | Kodja Place - Activity Fees | (\$80) | \$0 | 0% | \$0 | \$0 | (\$960) | \$0 |
| 8233 | Events & Exhibitions Income | (\$1,250) | \$0 | 0% | \$0 | \$0 | (\$15,000) | \$0 |
| 8234 | Community Events Income | (\$1,250) | \$0 | | \$0 | \$0 | (\$15,000) | \$0 |
| 8243 | Retail Sales | (\$4,583) | (\$2,002) | 4% | (\$2,002) | \$0 | (\$55,000) | \$0 |
| 8263 | Sales - Commissions | (\$375) | (\$479) | 11% | (\$479) | \$0 | (\$4,500) | \$0 |
| 8283 | Contributions & Donations | (\$67) | (\$22) | 3% | (\$22) | \$0 | (\$800) | \$0 |
| 8284 | RV Fee Income | (\$175) | (\$45) | | (\$45) | \$0 | (\$2,100) | \$0 |
| Sub Total - TOURISM & AREA PROMOTION KODJA OP/INC | | (\$8,496) | (\$3,067) | | (\$3,067) | \$0 | (\$101,960) | \$0 |
| Total - TOURISM & AREA PROMOTION KODJA PLACE | | \$68,413 | \$87,914 | | (\$3,067) | \$90,981 | (\$101,960) | \$807,598 |
| TOURISM & AREA PROMOTION OTHER | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 8101 | Kojonup Marketing & Promotions | \$426 | \$0 | 0% | \$0 | \$0 | \$0 | \$8,415 |
| 8107 | Great Southern Treasures | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$22,000 |
| 8414 | Wool Wagon | \$21 | \$0 | 0% | \$0 | \$0 | \$0 | \$250 |
| 8354 | Subscriptions, Accreditation, etc. | \$202 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,425 |
| 8374 | Australia Day Breakfast | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 8432 | Railway Station Building Maintenance | \$140 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,675 |
| 8402 | Railway Station Building - Operating | \$208 | \$173 | 42% | \$0 | \$173 | \$0 | \$415 |
| 029D | Depreciation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$75,220 |
| Sub Total - TOURISM & AREA PROM OTHER OP/EXP | | \$1,163 | \$298 | | \$0 | \$298 | \$0 | \$112,400 |
| OPERATING INCOME | | | | | | | | |
| Sub Total - TOURISM & AREA PROM OTHER OP/INC | | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Total - TOURISM & AREA PROMOTION OTHER | | \$1,163 | \$298 | | \$0 | \$298 | \$0 | \$112,400 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|--|--|------------|------------|--------|------------|-----------|-------------|-----------|
| TOURISM & AREA PROMOTION - BLACK COCKATOO CAFÉ | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 8502 | Café Salaries | \$28,213 | \$73,423 | 22% | \$0 | \$73,423 | \$0 | \$338,575 |
| 8532 | Café Superannuation | \$3,386 | \$4,096 | 10% | \$0 | \$4,096 | \$0 | \$40,628 |
| 8534 | Café Utilities | \$4,182 | \$3,730 | 8% | \$0 | \$3,730 | \$0 | \$46,360 |
| 8546 | Café Minor Equipment & Repairs | \$292 | \$319 | 9% | \$0 | \$319 | \$0 | \$3,500 |
| 8554 | Café Other Minor Expenses | \$792 | \$1,697 | 18% | \$0 | \$1,697 | \$0 | \$9,500 |
| 8555 | Café Uniforms & Safety Wear | \$125 | \$0 | 0% | \$0 | \$0 | \$0 | \$1,500 |
| 8556 | Café Telephone & IT | \$79 | \$107 | 11% | \$0 | \$107 | \$0 | \$950 |
| 8557 | Café Building Maintenance | \$465 | \$449 | 8% | \$0 | \$449 | \$0 | \$5,585 |
| 8567 | Cost of Goods Sold - Food Supplies Purchased | \$26,249 | \$21,228 | 7% | \$0 | \$21,228 | \$0 | \$315,000 |
| Sub Total - TOURISM & AREA PROM CAFE OP/EXP | | \$63,783 | \$105,050 | | \$0 | \$105,050 | \$0 | \$761,598 |
| OPERATING INCOME | | | | | | | | |
| 8503 | Trading Income | (\$64,164) | (\$68,308) | 0% | (\$68,308) | \$0 | (\$770,000) | \$0 |
| 8533 | Catering | (\$208) | \$0 | 0% | \$0 | \$0 | (\$2,500) | \$0 |
| Sub Total - TOURISM & AREA PROM CAFE OP/INC | | (\$64,372) | (\$68,308) | | (\$68,308) | \$0 | (\$772,500) | \$0 |
| Total - TOURISM & AREA PROMOTION CAFÉ | | (\$589) | \$36,742 | | (\$68,308) | \$105,050 | (\$772,500) | \$761,598 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|--|------------------------------|----------|--------------------------|------------------------|----------|-----------------------------|-----------|
| | | Budget | Actual | | Income | Expense | Income | Expense |
| | BUILDING CONTROL | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 8552 | Building Admin. Salaries | \$10,230 | \$8,319 | 7% | \$0 | \$8,319 | \$0 | \$122,770 |
| 8572 | Superannuation | \$1,211 | \$1,569 | 11% | \$0 | \$1,569 | \$0 | \$14,537 |
| 8602 | Other Emp Costs (Bldg) | \$333 | \$3,335 | 83% | \$0 | \$3,335 | \$0 | \$4,000 |
| 8612 | Vehicle Operating Bld Control | \$956 | \$434 | 4% | \$0 | \$434 | \$0 | \$11,470 |
| 8622 | Building Control Expenses | \$1,417 | \$0 | 0% | \$0 | \$0 | \$0 | \$17,000 |
| 8672 | Admin Realloc Cash (Bldg) | \$1,662 | \$2,451 | 12% | \$0 | \$2,451 | \$0 | \$19,940 |
| 8682 | Admin Realloc Non Cash (Bldg) | \$177 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,124 |
| | Sub Total - BUILDING CONTROL OP/EXP | \$15,986 | \$16,109 | | \$0 | \$16,109 | \$0 | \$191,841 |
| | OPERATING INCOME | | | | | | | |
| 8653 | Building Licence Fees | (\$708) | \$100 | -1% | \$100 | \$0 | (\$8,500) | \$0 |
| 8663 | Bcitr & Brb Commissions | (\$33) | (\$23) | 6% | (\$23) | \$0 | (\$400) | \$0 |
| | Sub Total - BUILDING CONTROL OP/INC | (\$742) | \$77 | | \$77 | \$0 | (\$8,900) | \$0 |
| | Total - BUILDING CONTROL | \$15,244 | \$16,186 | | \$77 | \$16,109 | (\$8,900) | \$191,841 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|--|-----------|-----------|--------|------------|-----------|-------------|-------------|
| | OTHER ECONOMIC SERVICES | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 8011 | Wash Down Bay - Repairs | \$754 | \$89 | 1% | \$0 | \$89 | \$0 | \$8,103 |
| 8807 | Wash Down Bay - Utility Charges | \$200 | \$1,071 | 19% | \$0 | \$1,071 | \$0 | \$5,700 |
| 8800 | Saleyards - Ground Maintenance | \$874 | \$5,385 | 51% | \$0 | \$5,385 | \$0 | \$10,488 |
| 8808 | Saleyards - Insurances | \$200 | \$188 | 47% | \$0 | \$188 | \$0 | \$400 |
| 8802 | Saleyards - Other | \$17 | \$8 | 4% | \$0 | \$8 | \$0 | \$200 |
| 8872 | Loan Guarantee Fee | \$1,590 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,650 |
| 8862 | Subdivision - Interest on Loans | \$0 | (\$703) | -6% | \$0 | (\$703) | \$0 | \$10,834 |
| | Sub Total - OTHER ECONOMIC SERVICES OP/EXP | \$3,635 | \$6,038 | | \$0 | \$6,038 | \$0 | \$38,375 |
| | OPERATING INCOME | | | | | | | |
| 8013 | Washdown Bay Fees | (\$1,042) | (\$2,022) | 16% | (\$2,022) | \$0 | (\$12,500) | \$0 |
| | Sub Total - OTHER ECONOMIC SERVICES OP/INC | (\$1,042) | (\$2,022) | | (\$2,022) | \$0 | (\$12,500) | \$0 |
| | Total - OTHER ECONOMIC SERVICES | \$2,593 | \$4,016 | | (\$2,022) | \$6,038 | (\$12,500) | \$38,375 |
| | Total - ECONOMIC SERVICES | \$82,788 | \$144,219 | \$0 | (\$74,441) | \$218,661 | (\$952,860) | \$1,980,652 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|----------------------------------|-----------|------------|--------|------------|---------|------------|----------|
| | OTHER PROPERTY AND SERVICES | | | | | | | |
| | PRIVATE WORKS | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 9002 | Private Works | \$2,371 | \$2 | 0% | \$0 | \$2 | \$0 | \$28,450 |
| | Sub Total - PRIVATE WORKS OP/EXP | \$2,371 | \$2 | | \$0 | \$2 | \$0 | \$28,450 |
| | OPERATING INCOME | | | | | | | |
| 9003 | Private Works Income | (\$2,371) | (\$27,387) | 96% | (\$27,387) | \$0 | (\$28,450) | \$0 |
| | Sub Total - PRIVATE WORKS OP/INC | (\$2,371) | (\$27,387) | | (\$27,387) | \$0 | (\$28,450) | \$0 |
| | Total - PRIVATE WORKS | \$0 | (\$27,385) | | (\$27,387) | \$2 | (\$28,450) | \$28,450 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|--|-------------|-------------|--------|--------|-------------|--------|---------------|
| PUBLIC WORKS OVERHEADS | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 9022 | Salaries-Works-Supervisors; Assistance | \$38,201 | \$41,782 | 9% | \$0 | \$41,782 | \$0 | \$458,428 |
| 9042 | Superannuation (Supervisors) | \$4,584 | \$3,269 | 6% | \$0 | \$3,269 | \$0 | \$55,011 |
| 9052 | Conferences & Training (Supervisors) | \$325 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,900 |
| 9062 | Emp Insurances (Supervisors) | \$6,418 | \$3,335 | 26% | \$0 | \$3,335 | \$0 | \$12,836 |
| 9072 | Other Staff Expenses (Inc. FBT) | \$5,417 | \$0 | 0% | \$0 | \$0 | \$0 | \$29,000 |
| 9502 | Allowances | \$167 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,000 |
| 9082 | Vehicle Operating | \$1,417 | \$211 | 1% | \$0 | \$211 | \$0 | \$17,000 |
| 9084 | Consulting Technical | \$1,371 | \$0 | 0% | \$0 | \$0 | \$0 | \$16,450 |
| 9092 | Office Expenses | \$1,217 | \$441 | 3% | \$0 | \$441 | \$0 | \$14,600 |
| 9094 | Minor Equipment/Consumables | \$683 | \$0 | 0% | \$0 | \$0 | \$0 | \$8,200 |
| 9095 | RAMM Inventory | \$1,145 | \$13,049 | 95% | \$0 | \$13,049 | \$0 | \$13,740 |
| 9102 | Training | \$3,242 | \$4,860 | 12% | \$0 | \$4,860 | \$0 | \$38,910 |
| 9112 | Meetings | \$617 | \$36 | 0% | \$0 | \$36 | \$0 | \$7,400 |
| 9122 | Annual Leave | \$14,722 | \$15,842 | 9% | \$0 | \$15,842 | \$0 | \$176,672 |
| 9132 | Public Holidays | \$6,526 | \$0 | 0% | \$0 | \$0 | \$0 | \$78,310 |
| 9142 | Sick Leave | \$6,526 | \$5,032 | 6% | \$0 | \$5,032 | \$0 | \$78,310 |
| 9152 | Superannuation | \$20,095 | \$25,381 | 5% | \$0 | \$25,381 | \$0 | \$511,147 |
| 9162 | Workers Comp Ins | \$38,973 | \$61,353 | 79% | \$0 | \$61,353 | \$0 | \$77,946 |
| 9172 | Staff Functions | \$196 | \$0 | 0% | \$0 | \$0 | \$0 | \$2,350 |
| 9182 | INSURANCE ON WORKS | \$3,817 | \$3,490 | 51% | \$0 | \$3,490 | \$0 | \$6,848 |
| 9202 | Safety Equipment & P.P.E. | \$2,009 | \$480 | 2% | \$0 | \$480 | \$0 | \$24,110 |
| 9262 | Emp Insurances - Pwo | \$3,045 | \$4,324 | 71% | \$0 | \$4,324 | \$0 | \$6,090 |
| 9280 | Cleaners - Annual Leave | \$1,097 | \$0 | 0% | \$0 | \$0 | \$0 | \$13,169 |
| 9281 | Cleaners - Long Service Leave | \$323 | \$0 | 0% | \$0 | \$0 | \$0 | \$3,872 |
| 9282 | Cleaners - Sick Leave | \$545 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,535 |
| 9284 | Cleaners - Public Holidays | \$549 | \$0 | 0% | \$0 | \$0 | \$0 | \$6,585 |
| 9286 | Cleaners - Superannuation | \$1,496 | \$159 | 1% | \$0 | \$159 | \$0 | \$17,947 |
| 9254 | Cleaners - Administration | \$600 | \$962 | 13% | \$0 | \$962 | \$0 | \$7,200 |
| 9332 | Admin Non Cash Realloc (Pwo) | \$5,309 | \$0 | 0% | \$0 | \$0 | \$0 | \$63,711 |
| 9421 | Small Items (Chainsaws, Mowers, etc) | \$417 | \$0 | 0% | \$0 | \$0 | \$0 | \$5,000 |
| 9422 | Sundry Plant Recovery - Automatic Recoveries | \$1,373 | \$0 | 0% | \$0 | \$0 | \$0 | \$16,475 |
| 9312 | Less Allocated To Works & Services | (\$148,307) | (\$345,117) | 19% | \$0 | (\$345,117) | \$0 | (\$1,779,752) |
| Sub Total - PUBLIC WORKS O/HEADS OP/EXP | | \$24,110 | (\$107,984) | | \$0 | (\$107,984) | \$0 | \$0 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|--------------------------------------|------------|-------------|--------|--------|-------------|-----------|-------------|
| OPERATING INCOME | | | | | | | | |
| Sub Total - PUBLIC WORKS O/HEADS OP/INC | | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Total - PUBLIC WORKS OVERHEADS | | \$24,110 | (\$107,984) | | \$0 | (\$107,984) | \$0 | \$0 |
| PLANT OPERATION COSTS | | | | | | | | |
| OPERATING EXPENDITURE | | | | | | | | |
| 9372 | Wages & Overheads | \$8,628 | \$7,320 | 7% | \$0 | \$7,320 | \$0 | \$103,540 |
| 9352 | Tyres & Tubes | \$2,083 | \$50 | 0% | \$0 | \$50 | \$0 | \$25,000 |
| 9344 | Vehicle Tracking | \$1,833 | \$1,850 | 8% | \$0 | \$1,850 | \$0 | \$22,000 |
| 9362 | Parts,Ext Work & Sundries | \$10,833 | \$305 | 0% | \$0 | \$305 | \$0 | \$130,000 |
| 9382 | Vehicles - Insurance | \$37,583 | \$29,487 | 39% | \$0 | \$29,487 | \$0 | \$75,165 |
| 9342 | Fuels & Oils | \$27,082 | \$1,924 | 1% | \$0 | \$1,924 | \$0 | \$325,000 |
| 9363 | Purchase of Tools | \$750 | \$0 | 0% | \$0 | \$0 | \$0 | \$9,000 |
| 9402 | Less Poc Allocated To W. & S. | (\$57,473) | (\$46,101) | 7% | \$0 | (\$46,101) | \$0 | (\$689,705) |
| 021D | Depreciation (Sch 12) | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$304,875 |
| 025D | Depreciation W/Back | (\$25,405) | (\$32,283) | 11% | \$0 | (\$32,283) | \$0 | (\$304,875) |
| Sub Total - PLANT OPERATIONS COSTS OP/EXP | | \$5,914 | (\$37,447) | | \$0 | (\$37,447) | \$0 | \$0 |
| OPERATING INCOME | | | | | | | | |
| 9373 | Income - Contribution Plant Op Costs | (\$83) | \$0 | | \$0 | \$0 | (\$1,000) | \$0 |
| Sub Total - PLANT OPERATIONS COSTS OP/INC | | (\$83) | \$0 | | \$0 | \$0 | (\$1,000) | \$0 |
| Total - PLANT OPERATIONS COSTS | | \$5,830 | (\$37,447) | | \$0 | (\$37,447) | (\$1,000) | \$0 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|---------------------------------------|-------------|-------------|--------|--------|-------------|------------|---------------|
| | OTHER PROPERTY AND SERVICES | | | | | | | |
| | SALARIES AND WAGES | | | | | | | |
| | OPERATING EXPENDITURE | | | | | | | |
| 9482 | Salaries & Wages Drawn | \$374,975 | \$407,509 | 9% | \$0 | \$407,509 | \$0 | \$4,499,879 |
| 9492 | Workers Compensation | \$2,083 | \$0 | 0% | \$0 | \$0 | \$0 | \$25,000 |
| 9512 | Salary & Wage Alloc To W. & S. | (\$374,975) | (\$407,509) | 9% | \$0 | (\$407,509) | \$0 | (\$4,499,879) |
| | Sub Total - SALARIES AND WAGES OP/EXP | \$2,083 | \$0 | | \$0 | \$0 | \$0 | \$25,000 |
| | OPERATING INCOME | | | | | | | |
| 9493 | Workers Compensation Income | (\$2,083) | \$0 | 0% | \$0 | \$0 | (\$25,000) | \$0 |
| | Sub Total - SALARIES AND WAGES OP/INC | (\$2,083) | \$0 | | \$0 | \$0 | (\$25,000) | \$0 |
| | Total - SALARIES AND WAGES | \$0 | \$0 | | \$0 | \$0 | (\$25,000) | \$25,000 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | | Budget | Actual | | Budget | Income | Expense | Income | Expense |
|---------|-----|-------------------------------------|-----------|-------------|------|--------|------------|-------------|------------|----------|
| | | UNCLASSIFIED | | | | | | | | |
| | | OPERATING EXPENDITURE | | | | | | | | |
| 9572 | | Land Survey & Leasing | \$250 | \$0 | 0% | | \$0 | \$0 | \$0 | \$3,000 |
| 9682 | | Misc Expenses-Other Property | \$1,283 | \$1,203 | 43% | | \$0 | \$1,203 | \$0 | \$2,775 |
| 9687 | | LOSS ON LG HOUSE UNIT TRUST | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| 024D | | Depreciation on Assets | \$0 | \$0 | 0% | | \$0 | \$0 | \$0 | \$18,100 |
| | | Sub Total - UNCLASSIFIED OP/EXP | \$1,533 | \$1,203 | | | \$0 | \$1,203 | \$0 | \$23,875 |
| | | OPERATING INCOME | | | | | | | | |
| 9683 | | Lease Of Ksc Properties | (\$2,208) | \$0 | 0% | | \$0 | \$0 | (\$26,500) | \$0 |
| 9695 | | Recoverable Costs Income | (\$208) | (\$3,295) | 132% | | (\$3,295) | \$0 | (\$2,500) | \$0 |
| | | Sub Total - UNCLASSIFIED OP/INC | (\$2,417) | (\$3,295) | | | (\$3,295) | \$0 | (\$29,000) | \$0 |
| | | Total - UNCLASSIFIED | (\$883) | (\$2,092) | | | (\$3,295) | \$1,203 | (\$29,000) | \$23,875 |
| | | Total - OTHER PROPERTY AND SERVICES | \$29,058 | (\$174,908) | | | (\$30,682) | (\$144,226) | (\$83,450) | \$77,325 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

ACCOUNT JOB

| | | YEAR TO DATE 31 JULY 2025 | | % of Annual | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|--|--|------------------------------|---------------|----------------|------------------------|---------|-----------------------------|-----------|
| | | Budget | Actual | Budget | Income | Expense | Income | Expense |
| SURPLUS CARRIED FORWARD | | | | | | | | |
| NEW - (Surplus) / Deficit - Opening 1 July | | (\$2,660,000) | (\$2,683,806) | | (\$2,683,806) | \$0 | (\$2,660,000) | \$0 |
| Sub Total - SURPLUS C/FWD | | (\$2,660,000) | (\$2,683,806) | | (\$2,683,806) | \$0 | (\$2,660,000) | \$0 |
| Total - SURPLUS | | (\$2,660,000) | (\$2,683,806) | | (\$2,683,806) | \$0 | (\$2,660,000) | \$0 |
| LIABILITY LOANS - PRINCIPAL REPAYMENT | | | | | | | | |
| EXPENDITURE | | | | | | | | |
| New | Loan 150 - Communications tower | \$16,404 | \$0 | 0% | \$0 | \$0 | \$0 | \$35,479 |
| New | Loan 137 - Medical Centre | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$9,005 |
| New | Loan 135 - Bagg St House | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,750 |
| New | Loan 140 - Staff Housing | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$62,388 |
| New | Loan 138 - GROH Housing | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$115,860 |
| New | Loan 144 - Staff Housing | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$11,203 |
| New | Loan 145 - GROH Housing | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$11,203 |
| New | Loan 148 - Staff Housing renovations | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$16,501 |
| New | Loan 134 - Sports Complex | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$19,867 |
| New | Loan 136 - Sports Complex Wall | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,285 |
| New | Loan 143 - Netball Courts & Roof | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$56,945 |
| New | Loan 142 - Oval Lighting | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$25,294 |
| New | Loan 146 - Harrison Place Toilets & Park | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$37,506 |
| New | Loan 149 - Harrison Place Toilets & Park | \$8,202 | \$0 | 0% | \$0 | \$0 | \$0 | \$17,740 |
| New | Loan 141 - Airstrip Lighting | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,468 |
| New | Loan 147 - Land Development | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$36,200 |
| Sub Total - LOAN REPAYMENTS | | \$24,606 | \$0 | | \$0 | \$0 | \$0 | \$486,694 |
| INCOME | | | | | | | | |
| Sub-Total - LOAN PRINCIPAL REIMBURSEMENTS | | | | | \$0 | \$0 | \$0 | \$0 |
| Total - NON CURRENT LIABILITIES | | \$24,606 | \$0 | | \$0 | \$0 | \$0 | \$486,694 |

ACCOUNT JOB

ACCOUNT JOB

ACCOUNT JOB

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|--------------------------------------|--------|--------|--------|--------|---------|--------|-----------|
| C137 | FURNITURE AND EQUIPMENT | | | | | | | |
| | GOVERNANCE - CAPITAL EXPENDITURE | | | | | | | |
| | ICT Plan Implementation | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$300,000 |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$300,000 |
| | Total - GOVERNANCE | \$0 | \$0 | | \$0 | \$0 | \$0 | \$300,000 |
| 6644 | FURNITURE AND EQUIPMENT | | | | | | | |
| | RECREATION & CULTURE | | | | | | | |
| | CAPITAL EXPENDITURE | | | | | | | |
| | Sports Complex Furniture & Equipment | \$0 | \$0 | | \$0 | \$0 | \$0 | \$15,000 |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$15,000 |
| | Total - RECREATION & CULTURE | \$0 | \$0 | | \$0 | \$0 | \$0 | \$15,000 |
| | Total - FURNITURE AND EQUIPMENT | \$0 | \$0 | | \$0 | \$0 | \$0 | \$315,000 |

SHIRE OF KOJONUP
MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|----------------------------|------------------------------|--------|--------------------------|------------------------|---------|-----------------------------|-----------|
| | | Budget | Actual | | Income | Expense | Income | Expense |
| | | | | | | | | |
| | LAND HELD FOR RESALE | | | | | | | |
| | COMMUNITY AMENITIES | | | | | | | |
| | CAPITAL EXPENDITURE | | | | | | | |
| C310 | Subdivision Construction | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$200,000 |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$200,000 |
| | Total- COMMUNITY AMENITIES | \$0 | \$0 | | \$0 | \$0 | \$0 | \$200,000 |
| | | | | | | | | |
| | Total - LAND | \$0 | \$0 | | \$0 | \$0 | \$0 | \$200,000 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|---|------------------------------|--------|--------------------------|------------------------|---------|-----------------------------|----------|
| | | Budget | Actual | | Income | Expense | Income | Expense |
| | BUILDINGS | | | | | | | |
| | HOUSING - CAPITAL EXPENDITURE | | | | | | | |
| C142 | 8 Soldier Road | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$35,000 |
| C313 | Jean Sullivan Units | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$10,000 |
| C145 | Loton Close Units | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$12,000 |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$57,000 |
| | Total - HOUSING | \$0 | \$0 | | \$0 | \$0 | \$0 | \$57,000 |
| | BUILDINGS | | | | | | | |
| | COMMUNITY AMENITIES - CAPITAL EXPENDITURE | | | | | | | |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | Total - COMMUNITY AMENITIES | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| | BUILDINGS | | | | | | | |
| | RECREATION AND CULTURE - CAPITAL EXPENDITURE | | | | | | | |
| C295 | SWIMMING POOL BUILDINGS CAPITAL EXPENDITURE | \$0 | \$0 | | \$0 | \$0 | \$0 | \$15,000 |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$15,000 |
| | Total - RECREATION AND CULTURE | \$0 | \$0 | | \$0 | \$0 | \$0 | \$15,000 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | | YEAR TO DATE 31 JULY 2025 | | % of Annual Budget | ACTUAL 31 JULY 2025 | | ADOPTED BUDGET 2025-2026 | |
|---------|------|--|------------------------------|----------|--------------------------|------------------------|----------|-----------------------------|-----------|
| | | | Budget | Actual | | Income | Expense | Income | Expense |
| | | BUILDINGS | | | | | | | |
| | | ECONOMIC SERVICES - CAPITAL EXPENDITURE | | | | | | | |
| C177 | C507 | Kodja Place Capital Expenditure | \$0 | \$13,932 | 93% | \$0 | \$13,932 | \$0 | \$15,000 |
| C349 | | Black Cockatoo Café Capital Expenditure | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$25,000 |
| | | Sub Total - CAPITAL WORKS | \$0 | \$13,932 | | \$0 | \$13,932 | \$0 | \$40,000 |
| | | Total - ECONOMIC SERVICES | \$0 | \$13,932 | | \$0 | \$13,932 | \$0 | \$40,000 |
| | | Total - BUILDINGS | \$0 | \$13,932 | | \$0 | \$13,932 | \$0 | \$112,000 |

SHIRE OF KOJONUP

MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---|--------|--|--------|---------|--------|--------|---------|--------|-------------|
| INFRASTRUCTURE ASSETS - ROAD RESERVES | | | | | | | | | |
| CAPITAL EXPENDITURE | | | | | | | | | |
| Roads to Recovery Projects | | | | | | | | | |
| C507 | CJ507 | RTR - Spring Street Asphalt | \$0 | \$4,128 | | \$0 | \$4,128 | \$0 | \$375,000 |
| C508 | CJ508 | RTR - Misson Road Floodway 24/25 C/Over | \$0 | \$0 | | \$0 | \$0 | \$0 | \$20,000 |
| C509 | CJ509 | RTR - Soldier Road - Asphalt 24/25 C/Over | \$0 | \$0 | | \$0 | \$0 | \$0 | \$75,000 |
| C512 | CJ512 | RTR - Newton Street Reseal 24/25 C/Over SLK 0.00 - 0.26 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$18,530 |
| 7424 | R2R400 | R2R - Balgarup Road Tree Pruning/Verge Mulching Works | \$0 | \$0 | | \$0 | \$0 | \$0 | \$75,000 |
| 7424 | R2R401 | RTR - Tone Rd Stab & Seal Failures SLK 5.30 - 5.90 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$145,000 |
| 7424 | R2R402 | RTR - Frankland Rd Repair Pavement SLK 19.94 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$112,136 |
| 7424 | R2R403 | RTR - Boscabel Chittinup RD Reseal SLK 3.80 - 4.06 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$85,000 |
| 7424 | R2R404 | RTR - Boscabel Chittinup RD Reseal SLK 4.86 - 6.22 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$95,000 |
| 7424 | R2R405 | RTR - Old Broomehill Rd Seal Bridge Approach SLK 2.25 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$60,000 |
| 7424 | R2R406 | RTR - Old Broomehill Rd Seal Bridge Approach SLK 5.16 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$60,000 |
| 7424 | R2R407 | RTR - Old Broomehill Rd Seal Bridge Approach SLK 7.65 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$60,000 |
| RRG Projects | | | | | | | | | |
| 7394 | RRG001 | Shamrock Rd Widen SLK 15.8 - 18.8 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$705,000 |
| 7394 | RRG002 | Kojonup Darkan Rd Reseal SLK 3.8 - 5.0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$105,000 |
| 7394 | RRG003 | Kojonup Darkan Rd Reconstruction SLK 1.9 - 3.8 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$615,000 |
| 7394 | RRG004 | Jingalup Rd Reseal SLK 2.0 - 4.0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$210,000 |
| Commodity Route Projects | | | | | | | | | |
| C079 | CJ079 | Reillys Creek Road - Gravel Sheet | \$0 | \$382 | | \$0 | \$382 | \$0 | \$76,715 |
| Municipal Fund Projects | | | | | | | | | |
| 7484 | RC003 | Council - Thornbury Close Construction including fire road (Industrial Area) | | | | \$0 | \$0 | \$0 | \$151,000 |
| 7484 | RC004 | Jingalup Road Re-Alignment | \$0 | \$0 | | \$0 | \$0 | \$0 | \$30,000 |
| Sub Total - CAPITAL WORKS | | | \$0 | \$4,510 | | \$0 | \$4,510 | \$0 | \$3,073,381 |
| Total - ROADS | | | \$0 | \$4,510 | | \$0 | \$4,510 | \$0 | \$3,073,381 |
| Total - INFRASTRUCTURE ASSETS ROAD RESERVES | | | \$0 | \$4,510 | | \$0 | \$4,510 | \$0 | \$3,073,381 |

SHIRE OF KOJONUP MONTHLY FINANCIAL REPORT

Details By function Under The Following Programme Titles
And Type Of Activities Within The Programme

| ACCOUNT | JOB | Budget | Actual | Budget | Income | Expense | Income | Expense |
|---------|--|--------|--------|--------|--------|---------|--------|----------|
| | INFRASTRUCTURE - PARKS - CAPITAL EXPENDITURE | | | | | | | |
| | RECREATION & CULTURE | | | | | | | |
| C357 | Apex Park Playground | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$33,480 |
| | Sub-Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$33,480 |
| | Total - RECREATION & CULTURE | \$0 | \$0 | | \$0 | \$0 | \$0 | \$33,480 |
| | Total - INFRASTRUCTURE PARKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$33,480 |
| | OTHER INFRASTRUCTURE - CAPITAL EXPENDITURE | | | | | | | |
| | ECONOMIC SERVICES | | | | | | | |
| C054 | Community Promotional Signage | \$0 | \$0 | 0% | \$0 | \$0 | \$0 | \$60,000 |
| | Sub Total - CAPITAL WORKS | \$0 | \$0 | | \$0 | \$0 | \$0 | \$60,000 |
| | Total - ECONOMIC SERVICES | \$0 | \$0 | | \$0 | \$0 | \$0 | \$60,000 |
| | Total - INFRASTRUCTURE ASSETS - OTHER | \$0 | \$0 | | \$0 | \$0 | \$0 | \$60,000 |



SHIRE OF KOJONUP

Detailed July 2025 Creditors List

| Cheque Payments 1/7/25-30/7/25 | | | | |
|---------------------------------------|-------------------|--------------------------|--|------------------|
| Chq/EFT | Date | Name | Description | Amount |
| 14404 | 10/07/2025 | Water Corporation | Water | -21951.20 |
| 9012927074 JUN | 25/06/2025 | Water Corporation | Provide water supply 6 Elverd St 24/4/25-24/6/25 | 283.95 |
| 9007693357 JUN | 25/06/2025 | Water Corporation | Provide water supply - Hockey Club rooms 24/4/25-24/6/25 | 26.45 |
| 9007693445 JUN | 25/06/2025 | Water Corporation | Provide water supply Apex Park 24/4/25-24/6/25 | 626.65 |
| 9007693509 JUN | 25/06/2025 | Water Corporation | Provide water supply RSL Hall 24/4/25-24/6/25 | 126.23 |
| 9007693605 JUN | 25/06/2025 | Water Corporation | Water Supply 1/5/25-30/6/25 & Water Usage Men's Shed | 273.59 |
| 9007693621 JUN | 25/06/2025 | Water Corporation | Provide water supply CWA Hall 24/4/25-24/6/25 | 8.82 |
| 9007697710 JUN | 25/06/2025 | Water Corporation | Water use 8 Newton St 24/4/25-24/6/25 | 30.03 |
| 9007697921 JUN | 25/06/2025 | Water Corporation | Provide water supply 39 Vanzuilecom St 1/5/25-30/6/25 | 382.66 |
| 9010045713 JUN | 25/06/2025 | Water Corporation | Provide water supply 5A Vanzuilecom St 24/4/25-24/6/25 | 339.94 |
| 9010045721 JUN | 25/06/2025 | Water Corporation | Provide water supply 5B Vanzuilecom St 24/4/25-24/6/25 | 271.93 |
| 9010495140 JUN | 25/06/2025 | Water Corporation | Provide water supply Kodja Place 24/4/25-24/6/25 | 700.49 |
| 9012927082 JUN | 25/06/2025 | Water Corporation | Provide water supply 4 Elverd St 24/4/25-24/6/25 | 498.77 |
| 9012927090 JUN | 25/06/2025 | Water Corporation | Provide water supply 2 Elverd St 24/4/25-24/6/25 | 303.97 |
| 9007692223 JUN | 25/06/2025 | Water Corporation | Water supply Standpipe Albany Highway 23/4/25-24/6/25 | 4942.22 |
| 9023555392 JUN | 25/06/2025 | Water Corporation | Water Service charge 12A Elverd St 1/5/25-30/6/25 | 319.98 |
| 9023555405 JUN | 25/06/2025 | Water Corporation | Provide water supply 12B Elverd St 24/4/25-24/6/25 | 261.92 |
| 9023603884 JUN | 25/06/2025 | Water Corporation | Provide water supply 8C Newton St 1/5/25-30/6/25 | 269.93 |
| 9023606321 JUN | 25/06/2025 | Water Corporation | Provide water supply 8A Newton St 1/5/25/30/6/25 | 267.93 |
| 9023606348 JUN | 25/06/2025 | Water Corporation | Provide water supply 8B Newton St 1/5/25-30/6/25 | 267.93 |
| 9007692987 JUN | 25/06/2025 | Water Corporation | Provide water supply Sport Complex 24/4/25-24/6/25 | 114.62 |
| 9007693082 JUN | 25/06/2025 | Water Corporation | Provide water supply Works Depot 24/4/25-24/6/25 | 166.06 |
| 9007693146 JUN | 25/06/2025 | Water Corporation | Provide water supply Wash down Bay 24/4/25-24/6/25 | 654.38 |
| 9007693330 JUN | 25/06/2025 | Water Corporation | Provide water supply - Swimming Pool -24/4/25-24/6/25 | 1125.64 |
| 9007693349 JUN | 25/06/2025 | Water Corporation | Provide water supply Toilets Benn Parade 24/4/25-24/6/25 | 188.83 |
| 9007695686 JUN | 26/06/2025 | Water Corporation | Provide water supply Playgroup/Toy Library 28/4/25-25/6/25 | 176.34 |
| 9007695694 JUN | 26/06/2025 | Water Corporation | Water supply 20 Spring St Old Post Office 28/4/25-25/6/25 | 51.88 |
| 9007695715 JUN | 26/06/2025 | Water Corporation | Provide water supply Kojonup Spring Toilets 28/4/25-25/6/25 | 169.63 |
| 9007695766 JUN | 26/06/2025 | Water Corporation | Provide water supply - Old Barracks 28/4/25-25/6/25 | 11.76 |
| 9007695790 JUN | 26/06/2025 | Water Corporation | Provide water supply Springhaven 28/4/25-25/6/25 | 2713.46 |
| 9007695803 JUN | 26/06/2025 | Water Corporation | Provide water supply Lot 8 Soldier Rd 28/4/25-25/6/25 | 269.93 |
| 9007696056 JUN | 26/06/2025 | Water Corporation | Provide water supply - Telecentre 28/4/25-25/6/25 | 462.80 |
| 9007696101 JUN | 26/06/2025 | Water Corporation | Provide water supply Memorial Hall 28/4/25-25/6/25 | 324.89 |
| 9007696136 JUN | 26/06/2025 | Water Corporation | Provide water supply - Lesser Hall 28/4/25-25/6/25 | 51.88 |
| 9008790482 JUN | 26/06/2025 | Water Corporation | Provide water supply Lot 343 Murby St 28/4/25-25/6/25 | 146.12 |
| 9012449121 JUN | 26/06/2025 | Water Corporation | Water supply Admin office Albany Highway 28/4/25-25/6/25 | 206.96 |
| 9021629554 JUN | 26/06/2025 | Water Corporation | Provide water supply 1 Loton Close 1/5/25-30/6/25 | 267.93 |
| 9021629562 JUN | 26/06/2025 | Water Corporation | Provide water supply 3 Loton Close 1/5/25-30/6/25 | 267.93 |
| 9021629570 JUN | 26/06/2025 | Water Corporation | Provide water supply 5 Loton Cl 1/5/25-30/6/25 | 267.93 |
| 9021629589 JUN | 26/06/2025 | Water Corporation | Provide water supply 7 Loton Cl 1/5/25-30/6/25 | 267.93 |
| 9021629597 JUN | 26/06/2025 | Water Corporation | Provide water supply 9 Loton Cl 1/5/25-30/6/25 | 267.93 |
| 9021629618 JUN | 26/06/2025 | Water Corporation | Provide water supply 11 Loton Cl 1/5/25-30/6/25 | 267.93 |
| 9021629626 JUN | 26/06/2025 | Water Corporation | Water Use ILUs Soldier Rd 28/4/25-25/6/25 | 536.07 |
| 9021746216 JUN | 26/06/2025 | Water Corporation | Provide water supply 15 Loton Cl 1/5/25-30/6/25 | 267.93 |
| 9022950227 JUN | 26/06/2025 | Water Corporation | Water Service charge Front unit 93 Bagg St 1/5/25-30/6/25 | 253.16 |
| 9022950235 JUN | 26/06/2025 | Water Corporation | Water Service charge Rear Unit Bagg St 1/5/25-30/6/25 | 184.32 |
| 9023522881 JUN | 26/06/2025 | Water Corporation | Provide water supply 79 Soldier Rd 1/5/25-30/6/25 | 165.17 |
| 9023522910 JUN | 26/06/2025 | Water Corporation | Provide water supply 13 Loton Cl 1/5/25-30/6/25 | 267.93 |
| 9010312244 JUN | 27/06/2025 | Water Corporation | Provide water supply 34 Katanning Rd 29/4/25-26/6/25 | 427.74 |
| 9010312252 JUN | 27/06/2025 | Water Corporation | Water service charge 30 Katanning Rd 1/5/25-30/6/25 | 269.93 |
| 9023737401 JUN | 27/06/2025 | Water Corporation | Water Service charge 26 Katanning Rd 1/5/25-30/6/25 | 664.87 |
| 9023737428 JUN | 27/06/2025 | Water Corporation | Water Service charge 28 Katanning Rd 1/5/25-30/6/25 | 267.93 |
| 14405 | 30/07/2025 | Water Corporation | Trade Waste | -1318.66 |
| 9024725859 JUL | 04/07/2025 | Water Corporation | Trade Waste Permit 27468 - BCC 1/7/25-30/6/26 | 361.95 |
| 9011484777 JUL | 15/07/2025 | Water Corporation | Trade Waste quality/quantity - Wash down Bay - 1/7/25-30/6/26, Inspection charge - Wash down Bay - 1/7/25-30/6/26 | 956.71 |

| EFT Payments 1/7/25-31/7/25 | | | | |
|------------------------------------|-------------------|--|---|-----------------|
| EFT36446 | 03/07/2025 | Payroll Deductions - Shire of Kojonup | Payroll deductions | -1153.00 |
| DEDUCTION | 01/07/2025 | Payroll Deductions - Shire of Kojonup | Payroll deductions | 1153.00 |
| EFT36447 | 03/07/2025 | Child Support Agency | Payroll deductions | -436.19 |
| DEDUCTION | 01/07/2025 | Child Support Agency | Payroll deductions | 436.19 |
| EFT36448 | 03/07/2025 | Australian Services Union (LGO) | Payroll deductions | -26.50 |
| DEDUCTION | 01/07/2025 | Australian Services Union (LGO) | Payroll deductions | 26.50 |
| EFT36449 | 03/07/2025 | Australian Services Union (MEU) | Payroll deductions | -177.50 |
| DEDUCTION | 01/07/2025 | Australian Services Union (MEU) | Payroll deductions | 177.50 |
| EFT36450 | 09/07/2025 | Hi-Way Sales & Service | Fuel supplies | -81.71 |
| 272016 | 26/06/2025 | Hi-Way Sales & Service | 43.03L ULP 95 @ \$1.90/L | 81.71 |
| EFT36451 | 09/07/2025 | Telstra | Telecommunications | -774.58 |
| 3916895091 JUN | 18/06/2025 | Telstra | Acc 3916895091-18/6/25-17/7/25- Springhaven solar panels data, Avdata monitoring system | 27.42 |
| 8602216000 JUN | 18/06/2025 | Telstra | Acc 8602216000 to 7/6/25 Modem Stationery room, Bushfire, Complex security, Depot security, Airstrip security | 241.76 |
| 3916895109 JUNE | 25/06/2025 | Telstra | Acc 3916895109 Mobile Phone 25/6/25-24/7/25 - CEO, Swimming Pool coordinator, Works manager, Foreman, Technical Officer, TWIG Zone devices, CCTV Data Charges, Standpipe controller - Stock Rd, Emergency phone, Data service | 505.40 |
| EFT36452 | 09/07/2025 | BOC Gases | Industrial gases | -39.93 |
| 100247230 | 28/06/2025 | BOC Gases | Container service Industrial Oxygen G size 29/5/25-27/6/25 | 39.93 |
| EFT36453 | 09/07/2025 | Winc Australia Pty Ltd | Stationery | -3322.64 |
| 9048080614 | 09/06/2025 | Winc Australia Pty Ltd | Magnetic Monitor Privacy Screens x4, Rubber bands x3, Staples x 2, A5 Diaries x3, A4 White Cover Paper | 1308.45 |
| 9048137607 | 17/06/2025 | Winc Australia Pty Ltd | Post It Tabs, 1x Box Clear Sheet Protetocter, 4x Epson Cartridges | 250.90 |
| 9048188869 | 24/06/2025 | Winc Australia Pty Ltd | Lead refills x2, Mechanical Pencils x4, Post It Notes x 4, Red Notorial Seals, Brother Toner Cartridge x4, Ink Cartridge x2, Micron Laminating Pouches, Copy Paper 5 Reams, Black White Board Markers x16, A4 Lamingating Pouches, White Board Marker Set x1, Blu Tack x 2, Box of 12 Blue pens, Lamingating Pouches, Box A4 Sheet Protector x1 | 1673.27 |
| 9048206763 | 26/06/2025 | Winc Australia Pty Ltd | Admin stationery. Post it notes, Black pens | 90.02 |
| EFT36454 | 09/07/2025 | Kojonup Aboriginal Corporation | Good sold on consignment | -33.87 |
| JUNE 2025 | 30/06/2025 | Kojonup Aboriginal Corporation | Good sold on consignment - June Kodja Place | 33.87 |
| EFT36455 | 09/07/2025 | Patricia Bunny | Goods sold on consignment | -15.00 |
| REQ JUNE 25 | 30/06/2025 | Patricia Bunny | Goods sold on consignment KP June 2025 | 15.00 |
| EFT36456 | 09/07/2025 | Optus Billing Services Pty Ltd | Telecommunications | -172.40 |
| 514378766 | 20/06/2025 | Optus Billing Services Pty Ltd | Acc 62197291735 Internet charges for Admin and swimming pool 20/5/25-19/6/25 | 172.40 |
| EFT36457 | 09/07/2025 | Public Transport Authority | Bus tickets | -207.01 |
| JUNE 2025 | 30/06/2025 | Public Transport Authority | Bus tickets June 2025 | 207.01 |
| EFT36458 | 09/07/2025 | Jamie Rose McVee | Goods sold on consignment | -10.00 |
| REQ JUN 25 | 30/06/2025 | Jamie Rose McVee | Goods sold on consignment Kodja Place June 2025 | 10.00 |
| EFT36459 | 09/07/2025 | Harris's Garage | Vehicle recovery | -275.00 |
| 953 | 27/06/2025 | Harris's Garage | Removal of car from Kojonup Katanning road - after accident | 275.00 |
| EFT36460 | 09/07/2025 | LANDGATE | Valuation services | -330.26 |
| 405259 | 27/06/2025 | LANDGATE | Rural UV interim valuations x 7 | 330.26 |
| EFT36461 | 09/07/2025 | DATAMARS Australia P/L (previously known as Zee Tags) | Animal Tags | -88.63 |
| 604 | 09/06/2025 | DATAMARS Australia P/L (previously known as Zee Tags) | 99 x Dog tags, printed both sides inc freight | 88.63 |
| EFT36462 | 09/07/2025 | William Warrick Riley | Goods sold on consignment | -25.00 |
| REQ JUN 25 | 30/06/2025 | William Warrick Riley | Goods sold on consignment Kodja Place June 2025 | 25.00 |
| EFT36463 | 09/07/2025 | Christie Leanne McVee | Goods sold on consignment | -10.00 |
| REQ JUNE 25 | 30/06/2025 | Christie Leanne McVee | Goods sold on consignment KP June 2025 | 10.00 |
| EFT36464 | 09/07/2025 | MARGARET RAE HILL | Good sold on consignment | -35.00 |
| REQ JUN 25 | 30/06/2025 | MARGARET RAE HILL | Good sold on consignment - June Kodja Place | 35.00 |
| EFT36465 | 09/07/2025 | ChemCentre | Water testing | -733.70 |

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| 1836924S6078 | 25/06/2025 | ChemCentre | Water sample x 6 testing - fuel leak into Kojonup Brook - incident Albany highway united fuel | 733.70 |
| EFT36466 | 09/07/2025 | Katie Joy's Free Range Eggs | Eggs | -618.90 |
| 330940 | 09/06/2025 | Katie Joy's Free Range Eggs | 10.5 kg Poaching Eggs for BCC PO 29935 under different Company name | 186.30 |
| 331109 | 16/06/2025 | Katie Joy's Free Range Eggs | 10.5kg Catering eggs for BCC | 108.15 |
| 331289 | 23/06/2025 | Katie Joy's Free Range Eggs | 10.5 kg Catering Eggs for BCC PO 29935 under different Company name | 108.15 |
| 331432 | 30/06/2025 | Katie Joy's Free Range Eggs | 2 x 10.5 kg Catering Eggs for BCC PO 29935 under different Company name | 216.30 |
| EFT36467 | 09/07/2025 | Grande Food Service | Food & Cleaning supplies | -2695.78 |
| 4251519 | 02/07/2025 | Grande Food Service | Food supplies for BCC, Food supplies for BCC | 2565.37 |
| 4251517 | 02/07/2025 | Grande Food Service | Cleaning supplies for BCC | 130.41 |
| EFT36468 | 09/07/2025 | Leaf Bean Machine | Coffee supplies & service | -1469.42 |
| 138078 | 30/06/2025 | Leaf Bean Machine | Coffee supplies & service - Black Cockatoo Cafe, Coffee supplies & service - Black Cockatoo Cafe | 1469.42 |
| EFT36469 | 09/07/2025 | Anna Macri | Goods sold on consignment | -50.00 |
| REQ JUN 25 | 30/06/2025 | Anna Macri | Goods sold on consignment Kodja Place June 2025 | 50.00 |
| EFT36470 | 09/07/2025 | WA Contract Ranger Services | Contract Ranger | -2246.75 |
| 6401 | 28/06/2025 | WA Contract Ranger Services | Ranger Contract services - 16/6/25-27/6/25 | 2246.75 |
| EFT36471 | 09/07/2025 | The George Church Community Medical Centre Incorporated | Medical services | -68750.00 |
| JUNE 2025 | 30/06/2025 | The George Church Community Medical Centre Incorporated | Medical Services April - June 2025 | 68750.00 |
| EFT36472 | 09/07/2025 | Caroline Louise Highman | Goods sold on consignment | -90.00 |
| REQ 300625 | 30/06/2025 | Caroline Louise Highman | Goods sold on consignment KP June 2025 | 90.00 |
| EFT36473 | 09/07/2025 | Justine Watson | REFUND BOND FOR HIRE OF SPORTING COMPLEX | -550.00 |
| T242 | 27/06/2025 | Justine Watson | WATSON - SPORTING COMPLEX HIRE | 550.00 |
| EFT36474 | 09/07/2025 | Mathwin Transport | Freight | -100.98 |
| 7609 | 26/06/2025 | Mathwin Transport | Freight Asphaltina Bag | 100.98 |
| EFT36475 | 09/07/2025 | Jill Watkin | Goods sold on consignment | -9.00 |
| REQ JUN 25 | 30/06/2025 | Jill Watkin | Goods sold on consignment KP June 2025 | 9.00 |
| EFT36476 | 09/07/2025 | Monique Sackers T/A 3 Bridges Collections | Goods sold on consignment | -44.73 |
| REQ JUN 25 | 30/06/2025 | Monique Sackers T/A 3 Bridges Collections | Goods sold on consignment KP June 2025 | 44.73 |
| EFT36477 | 09/07/2025 | Du-wayne Lottering | Staff reimbursement | -75.00 |
| REIM 230625 | 23/06/2025 | Du-wayne Lottering | Mobile Phone charges for 5/6/25-4/7/25 | 75.00 |
| EFT36478 | 09/07/2025 | Kojonup Retravisoin | White goods | -148.00 |
| 60004009 | 20/06/2025 | Kojonup Retravisoin | Vacuum sealer for BCC | 148.00 |
| EFT36479 | 09/07/2025 | Nature on Linen - Kaylene Shepherd | Goods sold on consignment | -44.00 |
| REQ JUN 25 | 30/06/2025 | Nature on Linen - Kaylene Shepherd | Goods sold on consignment Kodja Place June 2025 | 44.00 |
| EFT36480 | 09/07/2025 | Richard Nash T/A Old School Honey | Goods sold on consignment | -17.00 |
| REQ JUN 25 | 30/06/2025 | Richard Nash T/A Old School Honey | Goods sold on consignment KP June 2025 | 17.00 |
| EFT36481 | 09/07/2025 | Mason's Family Farm | Eggs | -186.30 |
| INV-16398 | 26/05/2025 | Mason's Family Farm | Eggs for Black Cockatoo Cafe | 186.30 |
| EFT36482 | 09/07/2025 | Bronwyen Teale T/A Daisy Nation | Goods sold on consignment | -15.00 |
| REQ JUN 25 | 30/06/2025 | Bronwyen Teale T/A Daisy Nation | Goods sold on consignment Kodja Place June 2025 | 15.00 |
| EFT36483 | 09/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices | -877.54 |
| 241489327 | 03/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices for Black Cockatoo Café | 877.54 |
| EFT36484 | 09/07/2025 | M.E. French | Good sold on consignment | -34.00 |
| REQ JUN 25 | 30/06/2025 | M.E. French | Good sold on consignment - June Kodja Place | 34.00 |
| EFT36485 | 09/07/2025 | Blue Wren Park | Goods sold on consignment | -28.00 |
| REQ JUN 25 | 30/06/2025 | Blue Wren Park | Goods sold on consignment Kodja Place June 2025 | 28.00 |
| EFT36486 | 09/07/2025 | Anne McIntosh T/A Jacaranda and Pine | Good sold on consignment | -45.00 |

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| REQ JUN 25 | 30/06/2025 | Anne McIntosh T/A Jacaranda and Pine | Good sold on consignment - June Kodja Place | 45.00 |
| EFT36487 | 09/07/2025 | resQskin | Goods sold on consignment | -45.45 |
| REQ JUN 25 | 30/06/2025 | resQskin | Goods sold on consignment Kodja Place June 2025 | 45.45 |
| EFT36488 | 09/07/2025 | Tracey Reeves - trading as Wonky Wombat | Good sold on consignment | -28.00 |
| REQ JUN 25 | 30/06/2025 | Tracey Reeves - trading as Wonky Wombat | Good sold on consignment - June Kodja Place | 28.00 |
| EFT36489 | 09/07/2025 | Jennifer Hughes | Good sold on consignment | -100.00 |
| REQ JUN 25 | 30/06/2025 | Jennifer Hughes | Good sold on consignment - June Kodja Place | 100.00 |
| EFT36490 | 09/07/2025 | Elizabeth French Consulting | Environmental Health contract | -2160.90 |
| 250604 | 30/06/2025 | Elizabeth French Consulting | June 2025 EHO Services 15 Hours | 2160.90 |
| EFT36491 | 09/07/2025 | Lisa Berry | Staff Reimbursement | -192.30 |
| REIM 7/7/25 | 07/07/2025 | Lisa Berry | Reimburse travel costs as per contract. Fortnight ending 6/7/25 | 192.30 |
| EFT36492 | 09/07/2025 | Optima Press | Printing | -1190.20 |
| INV321696 | 30/06/2025 | Optima Press | Rates Paper x 2000 | 1190.20 |
| EFT36493 | 14/07/2025 | Air Liquide | Industrial Gases | -25.22 |
| NI9548 | 30/06/2025 | Air Liquide | Cylinder Fee 1/6/25-30/6/25, | 25.22 |
| EFT36494 | 14/07/2025 | DL Consulting | Financial consultant | -6792.50 |
| 1311 | 30/06/2025 | DL Consulting | Financial Consulting Support June 2025 | 6792.50 |
| EFT36495 | 14/07/2025 | Australia Post | Postage | -141.25 |
| 1014101475 | 30/06/2025 | Australia Post | Postage & Freight June 2025 | 141.25 |
| EFT36496 | 14/07/2025 | Hi-Way Sales & Service | Hardware | -384.00 |
| 272184 | 30/06/2025 | Hi-Way Sales & Service | 2 x freeze spray, K040019 - locking pliers curved, Flat Blade Chisel D23, Trimmer head 578 44 65-01 - T35X, Swap & Go Gas bottle, 2 x hose clamps, 2 x keys cut - Cat pound - Ranger, 2 x 50mL Bars Bug, Air setting, Muffler Bandage x 3 | 384.00 |
| EFT36497 | 14/07/2025 | Shire Of Katanning | Local Government | -5735.40 |
| 48263 | 30/06/2025 | Shire Of Katanning | Refuse site fees - June 2025 | 4545.20 |
| 48265 | 07/07/2025 | Shire Of Katanning | Refuse site fees - June 2025, incorrectly invoiced to Warren Blackwood Waste | 1190.20 |
| EFT36498 | 14/07/2025 | Synergy | Electricity | -184.29 |
| 2070440692 | 30/06/2025 | Synergy | Acc 392675750 Powerwatch 400 HPS WP 1/6/25-30/6/25 | 184.29 |
| EFT36499 | 14/07/2025 | Kojonup Tyre Service | Tyre Service | -55.00 |
| INV-14112 | 03/07/2025 | Kojonup Tyre Service | Puncture repair KO5 | 55.00 |
| EFT36500 | 14/07/2025 | Syd Matthews & Co Pty Ltd | Rock supplies | -7605.68 |
| C13614 | 30/06/2025 | Syd Matthews & Co Pty Ltd | 109.75 tonne drainage rock 100-300mm @ \$63/tonne | 7605.68 |
| EFT36501 | 14/07/2025 | Egabva Plumbing & Gas Service | Plumbing | -137.50 |
| 05063 | 27/06/2025 | Egabva Plumbing & Gas Service | Gas Leak Regulator repair at memorial hall | 137.50 |
| EFT36502 | 14/07/2025 | Shire of Cranbrook | Local Government | -4968.76 |
| 6903 | 30/06/2025 | Shire of Cranbrook | Contribution towards CESM April-June 2025, inc 2 vehicle lease payments (one missed in Jan-March quarter) | 4968.76 |
| EFT36503 | 14/07/2025 | Team Global Express Pty Ltd | Freight | -304.97 |
| 0585-S104118 | 29/06/2025 | Team Global Express Pty Ltd | Freight ex Corsign | 202.87 |
| 0395-80774145 | 29/06/2025 | Team Global Express Pty Ltd | Freight ex Westrac | 102.10 |
| EFT36504 | 14/07/2025 | Warren Blackwood Waste | Waste management | -450.00 |
| 19886 | 06/07/2025 | Warren Blackwood Waste | Skip Bin for kodja Place | 450.00 |
| EFT36505 | 14/07/2025 | Clarke's Furniture & Kitchen Design | Cabinet making | -1735.00 |
| 3180 | 30/06/2025 | Clarke's Furniture & Kitchen Design | Myrtle Benn Cabinet Restoration | 1735.00 |
| EFT36506 | 14/07/2025 | Dardanup Butchering Company | Meat supplies | -829.17 |
| BW400214 | 30/06/2025 | Dardanup Butchering Company | Meat supplies for BCC, Consignment fee | 829.17 |
| EFT36507 | 14/07/2025 | Grande Food Service | Food supplies | -1498.06 |
| 4251814 | 10/07/2025 | Grande Food Service | Food supplies for BCC, Food supplies for BCC | 1498.06 |
| EFT36508 | 14/07/2025 | LGIS Insurance Broking (Jardine Lloyd Thompson Pty Ltd) | Insurance | -3300.00 |
| 062-217711 | 10/06/2025 | LGIS Insurance Broking (Jardine Lloyd Thompson Pty Ltd) | LGIS Regional Risk Co-ordinator program | 3300.00 |
| EFT36509 | 14/07/2025 | Leaf Bean Machine | Coffee supplies & service | -518.90 |
| 138288 | 07/07/2025 | Leaf Bean Machine | Coffee supplies & service - Black Cockatoo Café | 518.90 |
| EFT36510 | 14/07/2025 | BGL Solutions PTY LTD | Garden Maintenance | -181.50 |
| INV-0007349 | 07/07/2025 | BGL Solutions PTY LTD | Garden Maintenance for 34 Katanning Road June 2025 | 181.50 |
| EFT36511 | 14/07/2025 | WA Fuel Supplies Pty Ltd | Fuel supplies | -14213.01 |
| 219228 | 30/06/2025 | WA Fuel Supplies Pty Ltd | 8009L Diesel @ \$1.6133/L | 14213.01 |

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| EFT36512 | 14/07/2025 | Foundation Electrical | Electrical supplies | -3902.51 |
| 98120 | 30/06/2025 | Foundation Electrical | ESL funding 2024/2025 - Pump for Muradup Brigade shed | 3902.51 |
| EFT36513 | 21/07/2025 | Payroll Deductions - Shire of Kojonup | Payroll deductions | -1153.00 |
| DEDUCTION | 15/07/2025 | Payroll Deductions - Shire of Kojonup | Payroll deductions | 1153.00 |
| EFT36514 | 21/07/2025 | Child Support Agency | Payroll deductions | -395.79 |
| DEDUCTION | 15/07/2025 | Child Support Agency | Payroll deductions | 395.79 |
| EFT36515 | 21/07/2025 | Australian Services Union (LGO) | Payroll deductions | -26.50 |
| DEDUCTION | 15/07/2025 | Australian Services Union (LGO) | Payroll deductions | 26.50 |
| EFT36516 | 21/07/2025 | Australian Services Union (MEU) | Payroll deductions | -177.50 |
| DEDUCTION | 15/07/2025 | Australian Services Union (MEU) | Payroll deductions | 177.50 |
| EFT36517 | 23/07/2025 | WALGA (Western Australian Local Government Association) | Training | -654.50 |
| SI-014538 | 30/06/2025 | WALGA (Western Australian Local Government Association) | WALGA Local Government Act - Advanced Training - 16/07/25 TP | 654.50 |
| EFT36518 | 23/07/2025 | Hi-Way Sales & Service | Fuel supplies | -336.57 |
| 272219 | 01/07/2025 | Hi-Way Sales & Service | 19.83L ULP @ \$1.90/L | 37.66 |
| 272218 | 01/07/2025 | Hi-Way Sales & Service | 29.44L ULP @ \$1.90/L | 55.91 |
| 272338 | 04/07/2025 | Hi-Way Sales & Service | 32.56L ULP @ \$1.90/L | 61.83 |
| 272321 | 04/07/2025 | Hi-Way Sales & Service | 23.57L ULP @ \$1.90/L | 44.76 |
| 272434 | 09/07/2025 | Hi-Way Sales & Service | 18.55L ULP @ \$1.90/L | 35.23 |
| 272477 | 10/07/2025 | Hi-Way Sales & Service | 33.05L ULP @ \$1.90/L | 62.76 |
| 272514 | 11/07/2025 | Hi-Way Sales & Service | 20.23L ULP @ \$1.90/L | 38.42 |
| EFT36519 | 23/07/2025 | Synergy | Electricity | -5771.47 |
| 2030468181 | 04/07/2025 | Synergy | Acc 542221630 Electricity supply Muradup Fire shed 18/4/25-3/7/25 | 281.37 |
| 2034480876 | 10/07/2025 | Synergy | Acc 337284750 Provide electricity supply KP - 143 Albany Highway 10/5/25-9/7/25 | 2063.22 |
| 2038468779 | 10/07/2025 | Synergy | Acc 862761710 Provide electricity supply Oval lights 10/5/25-9/7/25 | 906.69 |
| 20184898128 | 10/07/2025 | Synergy | Acc 396753220 Provide electricity supply BCC 10/5/25-9/7/25 | 2520.19 |
| EFT36520 | 23/07/2025 | Local Health Authorities Analytical Committee (LHAAC) | LHAAC Analytical Services | -534.28 |
| MA2025-066 | 09/07/2025 | Local Health Authorities Analytical Committee (LHAAC) | LHAAC Analytical Services 25/26 | 534.28 |
| EFT36521 | 23/07/2025 | Kojonup Supermarket | Groceries | -1816.07 |
| 800 JUNE25 | 30/06/2025 | Kojonup Supermarket | Groceries for BCC | 1816.07 |
| EFT36522 | 23/07/2025 | Kojonup Country Kitchen | Catering | -220.50 |
| 3114 | 15/07/2025 | Kojonup Country Kitchen | Catering - 15 July 2025 Council -Morning Tea, Lunch - 9 people | 220.50 |
| EFT36523 | 23/07/2025 | Synergy - Street Lights | Electricity | -5402.84 |
| 2038462006 | 03/07/2025 | Synergy - Street Lights | Acc 131337630 Street lighting 25/5/25-24/6/25 | 5402.84 |
| EFT36524 | 23/07/2025 | ABA Security | Security | -239.98 |
| 46633 | 01/07/2025 | ABA Security | Administration Building - Security Alarm Monitoring - 1/7/25-30/9/25 | 239.98 |
| EFT36525 | 23/07/2025 | Malcolm Bruce McDonald | REFUND BOND FOR HIRE OF SPORTING COMPLEX | -550.00 |
| T21 | 23/07/2025 | Malcolm Bruce McDonald | MCDONALD - ROTARY BOND | 550.00 |
| EFT36526 | 23/07/2025 | Western Australian Treasury Corporation | Guarantee Fees | -16046.95 |
| 30 JUNE 25 | 30/06/2025 | Western Australian Treasury Corporation | Guarantee fees Loan 142, Loan 144, Loan 145, Loan 143, Loan 147, Loan 146, Loan 148, Loan 150, Loan 149, Loan 134, Loan 135, Loan 136, Loan 137, Loan 138, Loan 139, Loan 140, Loan 141 | 16046.95 |
| EFT36527 | 23/07/2025 | Watson's Liquid Waste | Liquid waste removal | -341.00 |
| 3565 | 16/07/2025 | Watson's Liquid Waste | Pump out grease trap at BCC July 2025 | 341.00 |
| EFT36528 | 23/07/2025 | Warren Blackwood Waste | Waste Management | -10801.66 |
| 19850 | 05/07/2025 | Warren Blackwood Waste | Apex Park & Kojonup Tourist Railway - Front Lift bins - June 2025, Kodja Place - Front Lift bins - June 2025 | 580.00 |
| 19877 | 06/07/2025 | Warren Blackwood Waste | KJP Transfer Station Management June 2025, Transfer Station Extra costs June 2025, Transfer Bulk Bins Waste & recycle | 10221.66 |
| EFT36529 | 23/07/2025 | Jingalup Bush Fire Brigade | Fire brigade | -3300.00 |
| 010725 | 01/07/2025 | Jingalup Bush Fire Brigade | 20 Hours wet hire of Fire truck | 3300.00 |
| EFT36530 | 23/07/2025 | Edge Planning & Property | Town Planning | -3245.27 |
| 2942 | 11/07/2025 | Edge Planning & Property | Steve Thompson - 16.5 Hours Town Planning Advice June 2025 | 3245.27 |

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| EFT36531 | 23/07/2025 | Market Creations Agency Pty Ltd | Wesbite Subscription | -12540.00 |
| IH04-2 | 01/07/2025 | Market Creations Agency Pty Ltd | Website Subscription for Shire of Kojonup and The Kodja Place website and SSL Certificate renewal for The Kodja Place | 12540.00 |
| EFT36532 | 23/07/2025 | thinkproject Australia Pty Ltd | Software licence | -14354.39 |
| RSL-22014 | 01/07/2025 | thinkproject Australia Pty Ltd | RAMM Licence Software 2025/2026 | 14354.39 |
| EFT36533 | 23/07/2025 | Grande Food Service | Food supplies | -2387.10 |
| 4252098 | 17/07/2025 | Grande Food Service | Food supplies for BCC | 2387.10 |
| EFT36534 | 23/07/2025 | Leaf Bean Machine | Coffee supplies & service | -879.58 |
| 138487 | 14/07/2025 | Leaf Bean Machine | Coffee supplies & service Black Cockatoo Café | 879.58 |
| EFT36535 | 23/07/2025 | Mason's Family Farm | Eggs | -93.15 |
| INV-16485 | 30/05/2025 | Mason's Family Farm | Black Cockatoo Cafe Supplies 10.6kg catering eggs | 93.15 |
| EFT36536 | 23/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices | -881.41 |
| 241536970 | 10/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices for Black Cockatoo Cafe, Service Fee | 336.25 |
| 241584185 | 17/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices for Black Cockatoo Cafe, Service Fee | 545.16 |
| EFT36537 | 23/07/2025 | SAPIO Mandurah WA Office SAPIO Pty Ltd | CCTV installation | -18901.85 |
| 300102 | 29/04/2025 | SAPIO Mandurah WA Office SAPIO Pty Ltd | Anti climb Brackets, additional solar pole added and change of camera hardware | 18901.85 |
| EFT36538 | 23/07/2025 | Supagas Pty Ltd | Bulk Gas | -570.62 |
| 944024D30 | 01/07/2025 | Supagas Pty Ltd | 311L Bulk LPG for Black Cockatoo | 570.62 |
| EFT36539 | 23/07/2025 | Westshred Documents Disposal | Document disposal | -176.00 |
| 21187 | 30/06/2025 | Westshred Documents Disposal | Records Destruction 2 x 240L security bin June 2025 | 176.00 |
| EFT36540 | 30/07/2025 | Hi-Way Sales & Service | Fuel Supplies | -252.46 |
| 272583 | 14/07/2025 | Hi-Way Sales & Service | 29.66L ULP @ \$1.90/L | 56.32 |
| 272646 | 16/07/2025 | Hi-Way Sales & Service | 18.98L ULP @ \$1.90/L | 36.04 |
| 272688 | 17/07/2025 | Hi-Way Sales & Service | 42.06L ULP @ \$1.86/L | 78.20 |
| 272741 | 18/07/2025 | Hi-Way Sales & Service | 20.68 L ULP @ \$1.86/L | 38.44 |
| 272935 | 26/07/2025 | Hi-Way Sales & Service | 23.38 L ULP @ \$1.86/L | 43.46 |
| EFT36541 | 30/07/2025 | Kojonup Agricultural Supplies | Agricultural supplies | -127.00 |
| 10241105 | 02/07/2025 | Kojonup Agricultural Supplies | 2x chains, a bar and 2 sharpening files for post saw. | 127.00 |
| EFT36542 | 30/07/2025 | Telstra | Telecommunications | -773.08 |
| 3916895091 JUL | 18/07/2025 | Telstra | Acc 3916895091 Springhaven Solar Panels, Avdata Monitoring | 27.42 |
| 8602216000 JUL | 18/07/2025 | Telstra | Acc 8602216000 Modem Stationery room, Bushfire expenses, Security data for depot, Security data for airstrip, Security data for swimming pool to 7/7/25 | 241.76 |
| 3916895109 JUL | 25/07/2025 | Telstra | Acc 3916895109 CEO Mobile, Pool Supervisor Mobile, Depot Manager, Foreman, Technical Officer, Depot TWIG zone devices, CCTV Data charges, Stock Rd Standpipe Data charges, Emergency phone & Data charges 25/7/25-24/8/25 | 503.90 |
| EFT36543 | 30/07/2025 | Synergy | Electricity | -12334.14 |
| 2078444107 | 14/07/2025 | Synergy | Acc 338398720 Electricity supply 12A Elverd St 14/5/25-11/7/25 | 330.81 |
| 2078444108 | 14/07/2025 | Synergy | Acc 338398910 Electricity supply 12B Elverd St 14/5/25-11/7/25 | 735.00 |
| 2082443343 | 14/07/2025 | Synergy | Acc 339632390 Electricity supply 8C Newton St 14/5/25-11/7/25 | 93.58 |
| 2046469290 | 14/07/2025 | Synergy | Acc 356438440 Electricity supply EV charging station 14/5/25-11/7/25 | 137.79 |
| 2050470305 | 14/07/2025 | Synergy | Acc 386279970 Electricity supply Netball courts 9/5/25-8/7/25 | 512.82 |
| 2086435783 | 14/07/2025 | Synergy | Acc 423778570 Eelectricity supply Playgroup 9/5/25-8/7/25 | 123.71 |
| 3000241244 | 15/07/2025 | Synergy | Acc 673260350 Electricity supply Standpipe Crapella Rd 23/4/25-3/7/25, Toy library 9/5/25-8/7/25, Air strip 12/4/25-3/7/25, Depot 10/5/25-9/7/25, Memorial Hall 11/6/25-8/7/25, Washdown Bay 9/5/25-8/7/25, Barracks 9/5/25-8/7/25, Railway toilets 9/5/25-8/7/25, Skate Park 9/5/25-8/7/25, Apex Park 14/5/25-11/7/25, Elverds Cottage 10/5/25-9/7/25, Kojonup Spring toilets 10/5/25-9/7/25, Showgrounds 9/5/25-8/7/25, Wool Wagon 9/5/25-8/7/25, Depot 10/5/25-9/7/25, Swimming Pool 20/5/25-16/7/25, Complex 20/5/25-16/7/25, Turkey Nest Dam 7/5/25-3/7/25, Old school 9/5/25-8/7/25, Soldier Rd ILUs 13/5/25-10/7/25 | 6564.84 |
| 2022490514 | 16/07/2025 | Synergy | Acc 269776860Electricity supply 8 Soldier Rd 13/5/25-10/7/25 | 2216.49 |
| 2078446598 | 16/07/2025 | Synergy | Acc 354238990 Electricity supply 8B Newton St 13/5/25-10/7/25 | 350.63 |

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| 2050472995 | 16/07/2025 | Synergy | Acc 437847320 Electricity supply 30 Katanning Rd | 253.89 |
| 2046471420 | 16/07/2025 | Synergy | Acc 250826500 Electricity supply 10 Bagg St 13/5/25-10/7/25, | 291.92 |
| 2030478766 | 17/07/2025 | Synergy | Acc 361072390 Electricity supply 39 Vanzuilecom St 13/5/25-10/7/25 | 722.66 |
| EFT36544 | 30/07/2025 | Kojonup Tyre Service | Tyre repairs | -209.00 |
| INV-14109 | 03/07/2025 | Kojonup Tyre Service | repairs to Grader Tyre | 209.00 |
| EFT36545 | 30/07/2025 | BK Thomson Electrical Service | Electrician | -4082.88 |
| 3736 | 06/07/2025 | BK Thomson Electrical Service | Repairs to toaster machine - part ordered in | 350.36 |
| 3745 | 06/07/2025 | BK Thomson Electrical Service | Replacement of lights in depot workshop and depot building | 3581.82 |
| 3735 | 06/07/2025 | BK Thomson Electrical Service | Attend fault Unit 1 Loton Close - needs follow up repairs | 150.70 |
| EFT36546 | 30/07/2025 | Katanning Furnishings | Carpet | -10018.00 |
| 22302 | 21/07/2025 | Katanning Furnishings | New carpets supplied & laid Kodja Place shop area and 3 offices, disposal of old carpet | 10018.00 |
| EFT36547 | 30/07/2025 | Kojonup Supermarket | Groceries | -636.21 |
| 45 JUNE25 | 30/06/2025 | Kojonup Supermarket | Acc 45 Groceries for KP and KKASA - June 2025 | 68.70 |
| 617 JUNE | 30/06/2025 | Kojonup Supermarket | Acc 617 Councillors groceries, Staff groceries, Kindy Cafe, KKASA - groceries, Depot - groceries, Depot - cleaning expenses, Rat Bait - Shire housing, Glass water bottles for water testing | 214.05 |
| 617 JUN25 | 30/06/2025 | Kojonup Supermarket | Food for staff emergency call out main road fuel leak | 191.82 |
| 617 JUN 25 | 30/06/2025 | Kojonup Supermarket | Acc 617 Catering for toolbox meeting permission from CEO | 161.64 |
| EFT36548 | 30/07/2025 | Winc Australia Pty Ltd | Stationery | -243.14 |
| 9048193150 | 25/06/2025 | Winc Australia Pty Ltd | Notorial seals Pkt 100 | 50.40 |
| 9048340536 | 17/07/2025 | Winc Australia Pty Ltd | 12 x Black Gel Pens | 41.71 |
| 9048338509 | 17/07/2025 | Winc Australia Pty Ltd | Thermal Paper Rolls for BCC | 102.83 |
| 9048376905 | 23/07/2025 | Winc Australia Pty Ltd | 14 black gel pens | 48.20 |
| EFT36549 | 30/07/2025 | Hersey's Safety Pty Ltd | Safety supplies | -528.00 |
| INV-4272 | 04/07/2025 | Hersey's Safety Pty Ltd | 2x Pair Steel Cap Boots | 528.00 |
| EFT36550 | 30/07/2025 | Team Global Express Pty Ltd | Freight | -118.90 |
| 0396-80774145 | 13/07/2025 | Team Global Express Pty Ltd | Freight ex State Library 1/7/25 | 51.02 |
| 0586-S104118 | 13/07/2025 | Team Global Express Pty Ltd | Freight ex Corsign 19/6/25 | 67.88 |
| EFT36551 | 30/07/2025 | Optus Billing Services Pty Ltd | Telecommunications | -1721.00 |
| 517498737 | 07/07/2025 | Optus Billing Services Pty Ltd | acc 62203521984 Admin Phone Loop - 7/6/25-6/7/25 | 1109.00 |
| 518087306 | 10/07/2025 | Optus Billing Services Pty Ltd | Acc: 62203521992 Telephone system KP 10/6/25-9/7/25 | 372.00 |
| 518572061 | 13/07/2025 | Optus Billing Services Pty Ltd | Acc: 62203522214 Telephone system Depot 13/6/25-12/7/25 | 240.00 |
| EFT36552 | 30/07/2025 | PFD Foodservices (Southway Distributors) | Food & Cleaning supplies | -2340.05 |
| LQ605466 | 02/07/2025 | PFD Foodservices (Southway Distributors) | Food supplies BCC | 171.15 |
| LQ605465 | 02/07/2025 | PFD Foodservices (Southway Distributors) | Cleaning supplies BCC, Food supplies BCC | 1954.40 |
| LQ605774 | 02/07/2025 | PFD Foodservices (Southway Distributors) | Food supplies BCC | 214.50 |
| EFT36553 | 30/07/2025 | Ramped Technology & Management Systems Pty Ltd | ICT support | -4411.00 |
| INV-13622 | 04/07/2025 | Ramped Technology & Management Systems Pty Ltd | ICT support for July 2025 Monthly service fee | 4411.00 |
| EFT36554 | 30/07/2025 | Clarke's Furniture & Kitchen Design | Cabinet maker & carpenter | -92.00 |
| 3182 | 21/07/2025 | Clarke's Furniture & Kitchen Design | Repair broken wooden sliding door - Childcare Centre | 92.00 |
| EFT36555 | 30/07/2025 | Dardanup Butchering Company | Meat supplies | -643.77 |
| BW400667 | 07/07/2025 | Dardanup Butchering Company | Meat supplies for BCC, Consignment fee | 643.77 |
| EFT36556 | 30/07/2025 | Leaf Bean Machine | Coffee supplies & service | -1164.59 |
| 138703 | 21/07/2025 | Leaf Bean Machine | Coffee supplies & service Black Cockatoo Café | 1164.59 |
| EFT36557 | 30/07/2025 | Lenip Pty Ltd T/as ASPHALT IN A BAG | Asphalt supplies | -1787.50 |
| 1865 | 07/07/2025 | Lenip Pty Ltd T/as ASPHALT IN A BAG | Asphalt in a Bag 1 pallet Premium Dense Mix 50 x 20kg bags, | 1787.50 |
| EFT36558 | 30/07/2025 | Jessica Romic | Laundry services | -250.00 |
| 8 | 29/07/2025 | Jessica Romic | Laundry services - Washing tea-towels for BCC @ \$50/week. 5 weeks to Week ending 29/7/25 | 250.00 |
| EFT36559 | 30/07/2025 | Mathwin Transport | Freight | -103.95 |
| 7708 | 11/07/2025 | Mathwin Transport | Freight 1 Pallet Asphalt in a Bag 10/7/25 | 103.95 |
| EFT36560 | 30/07/2025 | Estelle Lottering | Staff Reimbursement | -482.65 |

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|-----------------|-------------------|--|--|-----------------|
| REIM 170725 | 21/07/2025 | Estelle Lottering | 2 x evening meals while training, Accommodation x 1 night, parking x 1 night, EHO induction, Mobile phone charge July 2025 | 482.65 |
| EFT36561 | 30/07/2025 | Service Leadership | Training services | -3960.00 |
| 3446 | 11/07/2025 | Service Leadership | Staff Professional Development - Playing a Higher Game - 2 x half day workshops - 4 September 2025 | 3960.00 |
| EFT36562 | 30/07/2025 | Du-wayne Lottering | Staff reimbursement | -80.00 |
| REQ 210725 | 21/07/2025 | Du-wayne Lottering | Mobile phone plan July 2025 | 80.00 |
| EFT36563 | 30/07/2025 | Teletrac Navman and Transtech | Vehicle Tracking | -2035.50 |
| 93347797 | 05/07/2025 | Teletrac Navman and Transtech | July 2025 Vehicle Tracking | 2035.50 |
| EFT36564 | 30/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices | -536.53 |
| 241629043 | 24/07/2025 | Harvey Fresh (1994) Ltd T/A Lactalis | Dairy products and fruit juices for Black Cockatoo Cafe, Service Fee | 536.53 |
| EFT36565 | 30/07/2025 | Lisa Berry | Staff reimbursement | -192.30 |
| REIM 2407 | 24/07/2025 | Lisa Berry | Travel Reimbursement as per contract to 20/7/25 | 192.30 |
| EFT36566 | 31/07/2025 | Payroll Deductions - Shire of Kojonup | Payroll deductions | -1153.00 |
| DEDUCTION | 29/07/2025 | Payroll Deductions - Shire of Kojonup | Payroll deductions | 1153.00 |
| EFT36567 | 31/07/2025 | Child Support Agency | Payroll deductions | -395.79 |
| DEDUCTION | 29/07/2025 | Child Support Agency | Payroll deductions | 395.79 |
| EFT36568 | 31/07/2025 | Australian Services Union (LGO) | Payroll deductions | -26.50 |
| DEDUCTION | 29/07/2025 | Australian Services Union (LGO) | Payroll deductions | 26.50 |
| EFT36569 | 31/07/2025 | Australian Services Union (MEU) | Payroll deductions | -177.50 |
| DEDUCTION | 29/07/2025 | Australian Services Union (MEU) | Payroll deductions | 177.50 |

295,397.31

| <u>Direct Deposits 1/7/2025-31/7/2025</u> | | | | |
|--|-------------------|--|-------------------------------------|-----------------|
| DD24646.1 | 01/07/2025 | Aware Super | Superannuation contributions | -8972.68 |
| SUPER | 01/07/2025 | Aware Super | Superannuation contributions | 7783.96 |
| DEDUCTION | 01/07/2025 | Aware Super | Superannuation contributions | 1088.72 |
| DEDUCTION | 01/07/2025 | Aware Super | Superannuation contributions | 100.00 |
| DD24646.2 | 01/07/2025 | Sparky Downs Superannuation Fund | Superannuation contributions | -44.12 |
| SUPER | 01/07/2025 | Sparky Downs Superannuation Fund | Superannuation contributions | 44.12 |
| DD24646.3 | 01/07/2025 | Hesta Super | Superannuation contributions | -650.52 |
| SUPER | 01/07/2025 | Hesta Super | Superannuation contributions | 595.98 |
| DEDUCTION | 01/07/2025 | Hesta Super | Superannuation contributions | 54.54 |
| DD24646.4 | 01/07/2025 | AMP Super Fund | Superannuation contributions | -349.14 |
| SUPER | 01/07/2025 | AMP Super Fund | Superannuation contributions | 349.14 |
| DD24646.5 | 01/07/2025 | Retirement Portfolio Service | Superannuation contributions | -578.57 |
| SUPER | 01/07/2025 | Retirement Portfolio Service | Superannuation contributions | 449.29 |
| DEDUCTION | 01/07/2025 | Retirement Portfolio Service | Superannuation contributions | 129.28 |
| DD24646.6 | 01/07/2025 | Bendigo SmartStart Super | Superannuation contributions | -378.46 |
| SUPER | 01/07/2025 | Bendigo SmartStart Super | Superannuation contributions | 378.46 |
| DD24646.7 | 01/07/2025 | Vanguard Super | Superannuation contributions | -400.63 |
| SUPER | 01/07/2025 | Vanguard Super | Superannuation contributions | 309.58 |
| DEDUCTION | 01/07/2025 | Vanguard Super | Superannuation contributions | 91.05 |
| DD24646.8 | 01/07/2025 | ANZ Smart Choice Super | Superannuation contributions | -399.75 |
| SUPER | 01/07/2025 | ANZ Smart Choice Super | Superannuation contributions | 364.75 |
| DEDUCTION | 01/07/2025 | ANZ Smart Choice Super | Superannuation contributions | 35.00 |
| DD24646.9 | 01/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | -1235.33 |
| SUPER | 01/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 567.79 |
| DEDUCTION | 01/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 167.00 |
| DEDUCTION | 01/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 500.54 |
| DD24651.1 | 01/07/2025 | Easigroup | Novated Lease Payments | -781.48 |

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|--------------------|-------------------|--|---|------------------|
| 25/26 PP1 WEEK2 | 01/07/2025 | Easigroup | JJ - Novated Lease Post Tax, JJ - Novated Lease Pre Tax | 781.48 |
| DD24653.1 | 01/07/2025 | AUSTRALIAN TAXATION OFFICE | PAYGW | -28650.62 |
| 25/26 PP1 WEEK2 | 01/07/2025 | AUSTRALIAN TAXATION OFFICE | STP 76983, | 28650.62 |
| DD24669.1 | 15/07/2025 | Aware Super | Superannuation contributions | -9683.50 |
| SUPER | 15/07/2025 | Aware Super | Superannuation contributions | 8439.98 |
| DEDUCTION | 15/07/2025 | Aware Super | Superannuation contributions | 1143.52 |
| DEDUCTION | 15/07/2025 | Aware Super | Superannuation contributions | 100.00 |
| DD24669.2 | 15/07/2025 | Commonwealth Superannuation Savings Account | Superannuation contributions | -2028.59 |
| SUPER | 15/07/2025 | Commonwealth Superannuation Savings Account | Superannuation contributions | 2028.59 |
| DD24669.3 | 15/07/2025 | Sparky Downs Superannuation Fund | Superannuation contributions | -0.60 |
| SUPER | 15/07/2025 | Sparky Downs Superannuation Fund | Superannuation contributions | 0.60 |
| DD24669.4 | 15/07/2025 | Hesta Super | Superannuation contributions | -657.45 |
| SUPER | 15/07/2025 | Hesta Super | Superannuation contributions | 604.95 |
| DEDUCTION | 15/07/2025 | Hesta Super | Superannuation contributions | 52.50 |
| DD24669.5 | 15/07/2025 | AMP Super Fund | Superannuation contributions | -380.69 |
| SUPER | 15/07/2025 | AMP Super Fund | Superannuation contributions | 380.69 |
| DD24669.6 | 15/07/2025 | Bendigo SmartStart Super | Superannuation contributions | -378.46 |
| SUPER | 15/07/2025 | Bendigo SmartStart Super | Superannuation contributions | 378.46 |
| DD24669.7 | 15/07/2025 | Vanguard Super | Superannuation contributions | -414.71 |
| SUPER | 15/07/2025 | Vanguard Super | Superannuation contributions | 320.46 |
| DEDUCTION | 15/07/2025 | Vanguard Super | Superannuation contributions | 94.25 |
| DD24669.8 | 15/07/2025 | ANZ Smart Choice Super | Superannuation contributions | -410.67 |
| SUPER | 15/07/2025 | ANZ Smart Choice Super | Superannuation contributions | 375.67 |
| DEDUCTION | 15/07/2025 | ANZ Smart Choice Super | Superannuation contributions | 35.00 |
| DD24669.9 | 15/07/2025 | Retirement Portfolio Service | Superannuation contributions | -587.61 |
| SUPER | 15/07/2025 | Retirement Portfolio Service | Superannuation contributions | 454.06 |
| DEDUCTION | 15/07/2025 | Retirement Portfolio Service | Superannuation contributions | 133.55 |
| DD24672.1 | 15/07/2025 | AUSTRALIAN TAXATION OFFICE | PAYGW | -36423.18 |
| 25/26 PP2 WEEK4 | 15/07/2025 | AUSTRALIAN TAXATION OFFICE | STP 77422 | 36423.18 |
| DD24675.1 | 15/07/2025 | Easigroup | Novated Lease Payments | -781.48 |
| 25/26 PP2 WEEK4 | 15/07/2025 | Easigroup | JJ - Novated Lease Post Tax, JJ - Novated Lease Pre Tax | 781.48 |
| DD24694.1 | 29/07/2025 | Aware Super | Superannuation contributions | -9886.83 |
| SUPER | 29/07/2025 | Aware Super | Superannuation contributions | 8462.22 |
| DEDUCTION | 29/07/2025 | Aware Super | Superannuation contributions | 1324.61 |
| DEDUCTION | 29/07/2025 | Aware Super | Superannuation contributions | 100.00 |
| DD24694.2 | 29/07/2025 | Sparky Downs Superannuation Fund | Superannuation contributions | -28.40 |
| SUPER | 29/07/2025 | Sparky Downs Superannuation Fund | Superannuation contributions | 28.40 |
| DD24694.3 | 29/07/2025 | Hesta Super | Superannuation contributions | -726.39 |
| SUPER | 29/07/2025 | Hesta Super | Superannuation contributions | 670.33 |
| DEDUCTION | 29/07/2025 | Hesta Super | Superannuation contributions | 56.06 |
| DD24694.4 | 29/07/2025 | HUB24 Superannuation Fund | Superannuation contributions | -42.79 |
| SUPER | 29/07/2025 | HUB24 Superannuation Fund | Superannuation contributions | 42.79 |
| DD24694.5 | 29/07/2025 | AMP Super Fund | Superannuation contributions | -379.60 |
| SUPER | 29/07/2025 | AMP Super Fund | Superannuation contributions | 379.60 |
| DD24694.6 | 29/07/2025 | Bendigo SmartStart Super | Superannuation contributions | -378.46 |
| SUPER | 29/07/2025 | Bendigo SmartStart Super | Superannuation contributions | 378.46 |
| DD24694.7 | 29/07/2025 | Vanguard Super | Superannuation contributions | -424.69 |
| SUPER | 29/07/2025 | Vanguard Super | Superannuation contributions | 328.17 |
| DEDUCTION | 29/07/2025 | Vanguard Super | Superannuation contributions | 96.52 |
| DD24694.8 | 29/07/2025 | ANZ Smart Choice Super | Superannuation contributions | -429.48 |
| SUPER | 29/07/2025 | ANZ Smart Choice Super | Superannuation contributions | 394.48 |
| DEDUCTION | 29/07/2025 | ANZ Smart Choice Super | Superannuation contributions | 35.00 |
| DD24694.9 | 29/07/2025 | Retirement Portfolio Service | Superannuation contributions | -585.42 |
| SUPER | 29/07/2025 | Retirement Portfolio Service | Superannuation contributions | 452.37 |

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|--------------------|-------------------|--|---|------------------|
| DEDUCTION | 29/07/2025 | Retirement Portfolio Service | Superannuation contributions | 133.05 |
| DD24697.1 | 29/07/2025 | Easigroup | Novated Lease Payments | -781.48 |
| 25/26 PP3 WEEK6 | 29/07/2025 | Easigroup | JJ - Novated Lease Post Tax, JJ - Novated Lease Pre Tax | 781.48 |
| DD24699.1 | 29/07/2025 | AUSTRALIAN TAXATION OFFICE | PAYGW | -36716.58 |
| 25/26 PP3 WEEK6 | 29/07/2025 | AUSTRALIAN TAXATION OFFICE | STP 77712 | 36716.58 |
| DD24701.1 | 01/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -6418.50 |
| 20250627 | 01/07/2025 | Department of Transport - Office of Rail Safety | 01/07/25 | 6418.50 |
| DD24701.2 | 14/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -2991.60 |
| 20250710 | 14/07/2025 | Department of Transport - Office of Rail Safety | 14/07/25 | 2991.60 |
| DD24701.3 | 15/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -1972.60 |
| 20250711 | 15/07/2025 | Department of Transport - Office of Rail Safety | 15/07/25 | 1972.60 |
| DD24701.4 | 16/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -1551.55 |
| 20250714 | 16/07/2025 | Department of Transport - Office of Rail Safety | 16/07/25, | 1551.55 |
| DD24701.5 | 17/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -1008.90 |
| 20250715 | 17/07/2025 | Department of Transport - Office of Rail Safety | 17/07/25, | 1008.90 |
| DD24701.6 | 18/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -2643.10 |
| 20250716 | 18/07/2025 | Department of Transport - Office of Rail Safety | 18/07/25 | 2643.10 |
| DD24701.7 | 21/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -858.65 |
| 20250717 | 21/07/2025 | Department of Transport - Office of Rail Safety | 21/07/25 | 858.65 |
| DD24701.8 | 22/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -1783.90 |
| 20250718 | 22/07/2025 | Department of Transport - Office of Rail Safety | 22/07/25 | 1783.90 |
| DD24701.9 | 23/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -1810.45 |
| 20250721 | 23/07/2025 | Department of Transport - Office of Rail Safety | 23/07/25 | 1810.45 |
| DD24713.1 | 21/07/2025 | Caltex Star Card | July Fuel card | -1285.30 |
| JULY | 21/07/2025 | Caltex Star Card | 60.47L Diesel KO525, 97.72L Diesel KO5, 126.44L ULP KO662, 389.49L Diesel 1KO, 27.35L Diesel 2KO, Card Fees | 1285.30 |
| DD24713.2 | 21/07/2025 | Ampol | Fuel Card | -366.32 |
| JULY | 21/07/2025 | Ampol | Diesel 136.12L KO914, Card Fees | 366.32 |
| DD24715.1 | 30/07/2025 | NAB | NAB Credit Card July | -5239.81 |
| CC CEO JULY | 27/06/2025 | Print Media Group | Bushfire Permit Books | 313.98 |
| CC CEO JULY | 23/06/2025 | Bunnings | Flashing Beacon Lights | 158.20 |
| CC CEO JULY | 2/07/2025 | Melbourne IT | Annual subscription | 176.00 |
| CC CEO JULY | 18/06/2025 | NAB | Card Fee | 3.25 |
| CC MFCS JULY | 19/06/2025 | Telstra | Café phone (to 22 May) | 117.88 |
| CC MFCS JULY | 20/06/2025 | Black Cockatoo | Meeting expenses | 24.80 |
| CC MFCS JULY | 24/06/2025 | Seek | Advertising - Lifeguard | 379.50 |
| CC MFCS JULY | 25/06/2025 | Iris Consulting Group | Recording Manuals | 1000.00 |
| CC MFCS JULY | 30/06/2025 | WA Newspapers | Subscription | 32.00 |
| CC MFCS JULY | 30/06/2025 | Black Cockatoo | Meeting expenses | 20.00 |
| CC MFCS JULY | 1/07/2025 | Officeworks | Supplies for Records Officer | 416.45 |
| CC MFCS JULY | 3/07/2025 | Kojonup Post Office | Working with Children - Stacey Smith | 87.00 |
| CC MFCS JULY | 17/07/2025 | Katanning Furnishing | Corner Suite - Kodja Place | 2489.00 |
| CC MFCS JULY | 18/07/2025 | Black Cockatoo | Meeting expenses | 18.50 |
| CC MFCS JULY | 18/06/2025 | NAB | Card Fee | 3.25 |
| DD24646.10 | 01/07/2025 | HOSTPLUS | Superannuation contributions | -743.58 |

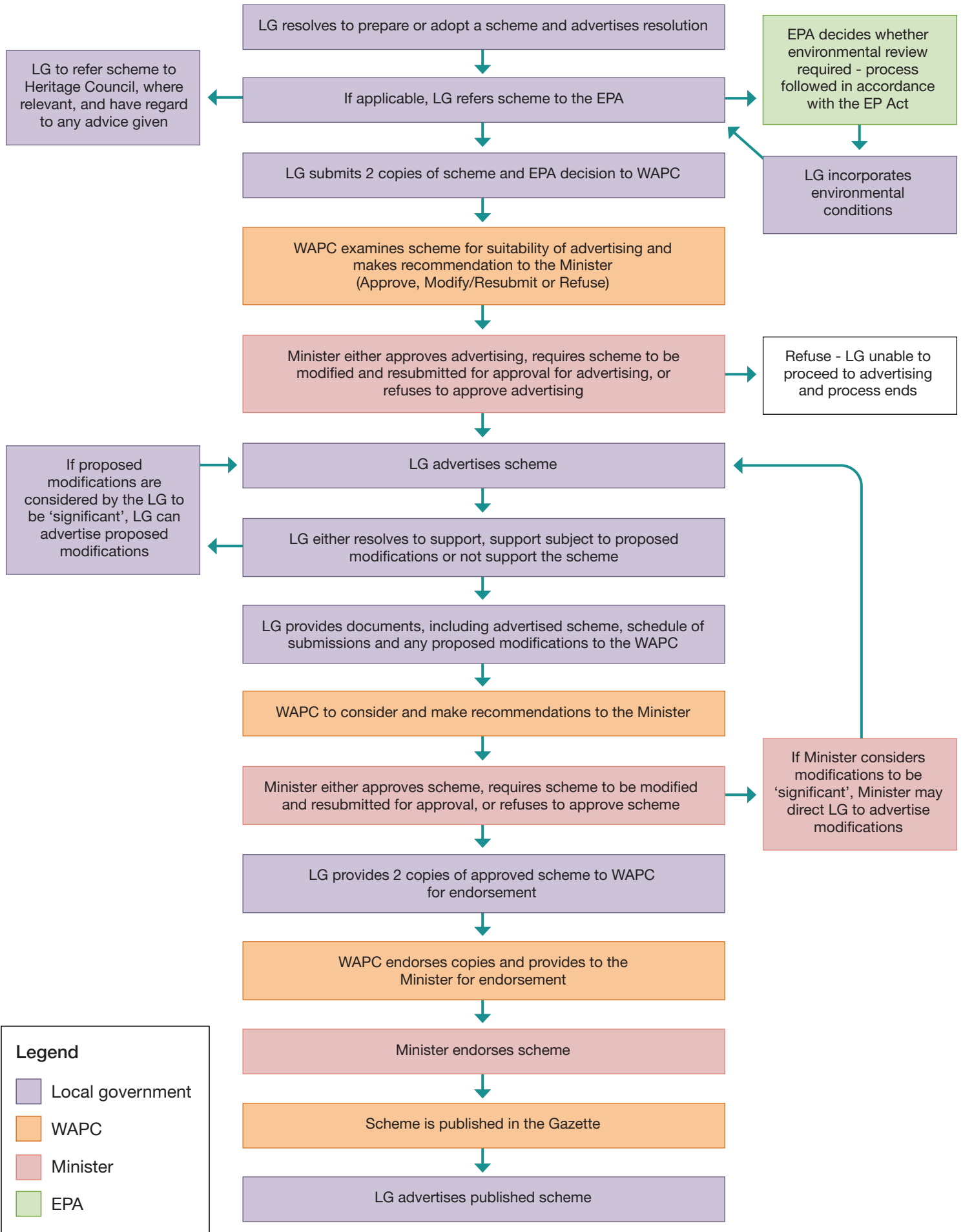
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|-------------------|-------------------|--|-------------------------------------|-----------------|
| DEDUCTION | 01/07/2025 | HOSTPLUS | Superannuation contributions | 63.55 |
| SUPER | 01/07/2025 | HOSTPLUS | Superannuation contributions | 680.03 |
| DD24646.11 | 01/07/2025 | Prime Super | Superannuation contributions | -1693.67 |
| DEDUCTION | 01/07/2025 | Prime Super | Superannuation contributions | 40.00 |
| SUPER | 01/07/2025 | Prime Super | Superannuation contributions | 1653.67 |
| DD24646.12 | 01/07/2025 | Australian Super Pty Ltd | Superannuation contributions | -2844.02 |
| DEDUCTION | 01/07/2025 | Australian Super Pty Ltd | Superannuation contributions | 219.26 |
| SUPER | 01/07/2025 | Australian Super Pty Ltd | Superannuation contributions | 2624.76 |
| DD24646.13 | 01/07/2025 | REST SUPERANNUATION | Superannuation contributions | -489.11 |
| SUPER | 01/07/2025 | REST SUPERANNUATION | Superannuation contributions | 489.11 |
| DD24646.14 | 01/07/2025 | Australian Retirement Trust | Superannuation contributions | -1147.66 |
| DEDUCTION | 01/07/2025 | Australian Retirement Trust | Superannuation contributions | 33.51 |
| SUPER | 01/07/2025 | Australian Retirement Trust | Superannuation contributions | 1114.15 |
| DD24646.15 | 01/07/2025 | Panorama Super | Superannuation contributions | -136.33 |
| SUPER | 01/07/2025 | Panorama Super | Superannuation contributions | 136.33 |
| DD24646.16 | 01/07/2025 | Commonwealth Superannuation Savings Account | Superannuation contributions | -761.54 |
| SUPER | 01/07/2025 | Commonwealth Superannuation Savings Account | Superannuation contributions | 761.54 |
| DD24669.10 | 15/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | -1329.37 |
| SUPER | 15/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 640.46 |
| DEDUCTION | 15/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 188.37 |
| DEDUCTION | 15/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 500.54 |
| DD24669.11 | 15/07/2025 | HOSTPLUS | Superannuation contributions | -847.32 |
| DEDUCTION | 15/07/2025 | HOSTPLUS | Superannuation contributions | 78.98 |
| SUPER | 15/07/2025 | HOSTPLUS | Superannuation contributions | 768.34 |
| DD24669.12 | 15/07/2025 | Prime Super | Superannuation contributions | -1716.99 |
| DEDUCTION | 15/07/2025 | Prime Super | Superannuation contributions | 40.00 |
| SUPER | 15/07/2025 | Prime Super | Superannuation contributions | 1676.99 |
| DD24669.13 | 15/07/2025 | Australian Super Pty Ltd | Superannuation contributions | -2968.20 |
| DEDUCTION | 15/07/2025 | Australian Super Pty Ltd | Superannuation contributions | 248.94 |
| SUPER | 15/07/2025 | Australian Super Pty Ltd | Superannuation contributions | 2719.26 |
| DD24669.14 | 15/07/2025 | REST SUPERANNUATION | Superannuation contributions | -613.46 |
| SUPER | 15/07/2025 | REST SUPERANNUATION | Superannuation contributions | 613.46 |
| DD24669.15 | 15/07/2025 | Australian Retirement Trust | Superannuation contributions | -1160.25 |
| DEDUCTION | 15/07/2025 | Australian Retirement Trust | Superannuation contributions | 36.03 |
| SUPER | 15/07/2025 | Australian Retirement Trust | Superannuation contributions | 1124.22 |
| DD24669.16 | 15/07/2025 | Panorama Super | Superannuation contributions | -182.02 |
| SUPER | 15/07/2025 | Panorama Super | Superannuation contributions | 182.02 |
| DD24669.17 | 15/07/2025 | Unisuper | Superannuation contributions | -14.05 |
| SUPER | 15/07/2025 | Unisuper | Superannuation contributions | 14.05 |
| DD24694.10 | 29/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | -1339.18 |
| SUPER | 29/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 648.04 |
| DEDUCTION | 29/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 190.60 |
| DEDUCTION | 29/07/2025 | Colonial First State FirstChioce Superannuation Trust | Superannuation contributions | 500.54 |
| DD24694.11 | 29/07/2025 | HOSTPLUS | Superannuation contributions | -769.71 |
| DEDUCTION | 29/07/2025 | HOSTPLUS | Superannuation contributions | 70.34 |
| SUPER | 29/07/2025 | HOSTPLUS | Superannuation contributions | 699.37 |
| DD24694.12 | 29/07/2025 | Prime Super | Superannuation contributions | -1565.24 |
| DEDUCTION | 29/07/2025 | Prime Super | Superannuation contributions | 40.00 |
| SUPER | 29/07/2025 | Prime Super | Superannuation contributions | 1525.24 |
| DD24694.13 | 29/07/2025 | Australian Super Pty Ltd | Superannuation contributions | -3083.35 |
| DEDUCTION | 29/07/2025 | Australian Super Pty Ltd | Superannuation contributions | 284.58 |
| SUPER | 29/07/2025 | Australian Super Pty Ltd | Superannuation contributions | 2798.77 |
| DD24694.14 | 29/07/2025 | REST SUPERANNUATION | Superannuation contributions | -699.15 |
| SUPER | 29/07/2025 | REST SUPERANNUATION | Superannuation contributions | 699.15 |
| DD24694.15 | 29/07/2025 | Australian Retirement Trust | Superannuation contributions | -1219.08 |

| | | | | |
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| DEDUCTION | 29/07/2025 | Australian Retirement Trust | Superannuation contributions | 47.79 |
| SUPER | 29/07/2025 | Australian Retirement Trust | Superannuation contributions | 1171.29 |
| DD24694.16 | 29/07/2025 | Panorama Super | Superannuation contributions | -247.03 |
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| DD24694.17 | 29/07/2025 | Commonwealth Superannuation Savings Account | Superannuation contributions | -2001.85 |
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| DD24701.10 | 24/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -3213.60 |
| 20250722 | 24/07/2025 | Department of Transport - Office of Rail Safety | 24/07/25 | 3213.60 |
| DD24701.11 | 25/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -1542.85 |
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| 20250708 | 10/07/2025 | Department of Transport - Office of Rail Safety | 10/07/25 | 8114.85 |
| DD24701.23 | 11/07/2025 | Department of Transport - Office of Rail Safety | Department of Transport | -375.30 |
| 20250709 | 11/07/2025 | Department of Transport - Office of Rail Safety | 11/07/25 | 375.30 |
| FEES | | 2025 | Centrelink Charge | -6.93 |
| GJ25260101 | | | July iiNet | -615.34 |
| GJ25260101 | | NAB | July Bank Charges | -2245.17 |
| GJ25260101 | | | July Payroll Creditors | -332988.04 |

581,001.33

| Summary for July 2025 | |
|-----------------------|-------------------|
| Cheque 14404-14405 | 23,269.86 |
| EFT 36446-36569 | 295,397.31 |
| Direct Debits | 581,001.33 |
| Total | 899,668.50 |

Simplified preparation or adoption of a new local planning scheme flowchart





Enquiries: Kelsie Lewis
Our Ref: 853/05/11/0003
Your Ref: OCR12477 - LP.PLN.16

Rick Mitchell-Collins
Chief Executive Officer
Shire of Kojonup
PO Box 163
KOJONUP WA 6395

Transmitted via email to: council@kojonup.wa.gov.au

Attention: Phil Shephard

Dear Phil

REPORT OF REVIEW – SHIRE OF KOJONUP LOCAL PLANNING SCHEME NO.3

Thank you for your letter of 28 May 2020 regarding the above. Pursuant to Regulation 67(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Western Australian Planning Commission (WAPC) under delegation, determined on 28 August 2020 to agree with the Council recommendation to repeal the current scheme and prepare a new Local Planning Scheme No. 4 and supporting Local Planning Strategy.

The WAPC also advises the Shire's intention to transfer the existing guided development plans into its new local planning scheme is not supported as structure plans should be prepared in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and the new Scheme reflect that accordingly.

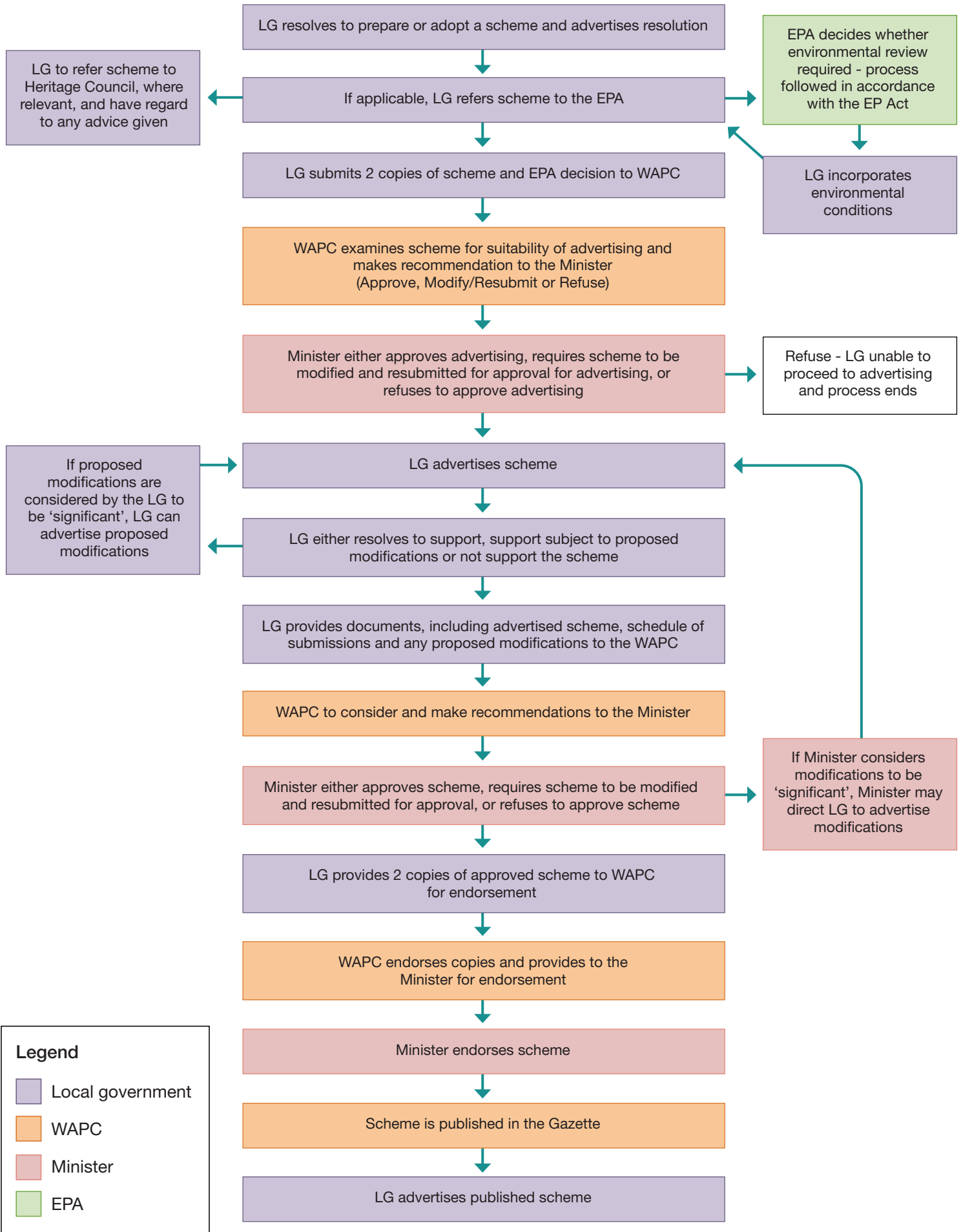
If you have any further queries in relation to this matter please contact Kelsie Lewis at the Department's Albany regional office on (08) 9892 7302 or kelsie.lewis@dplh.wa.gov.au.

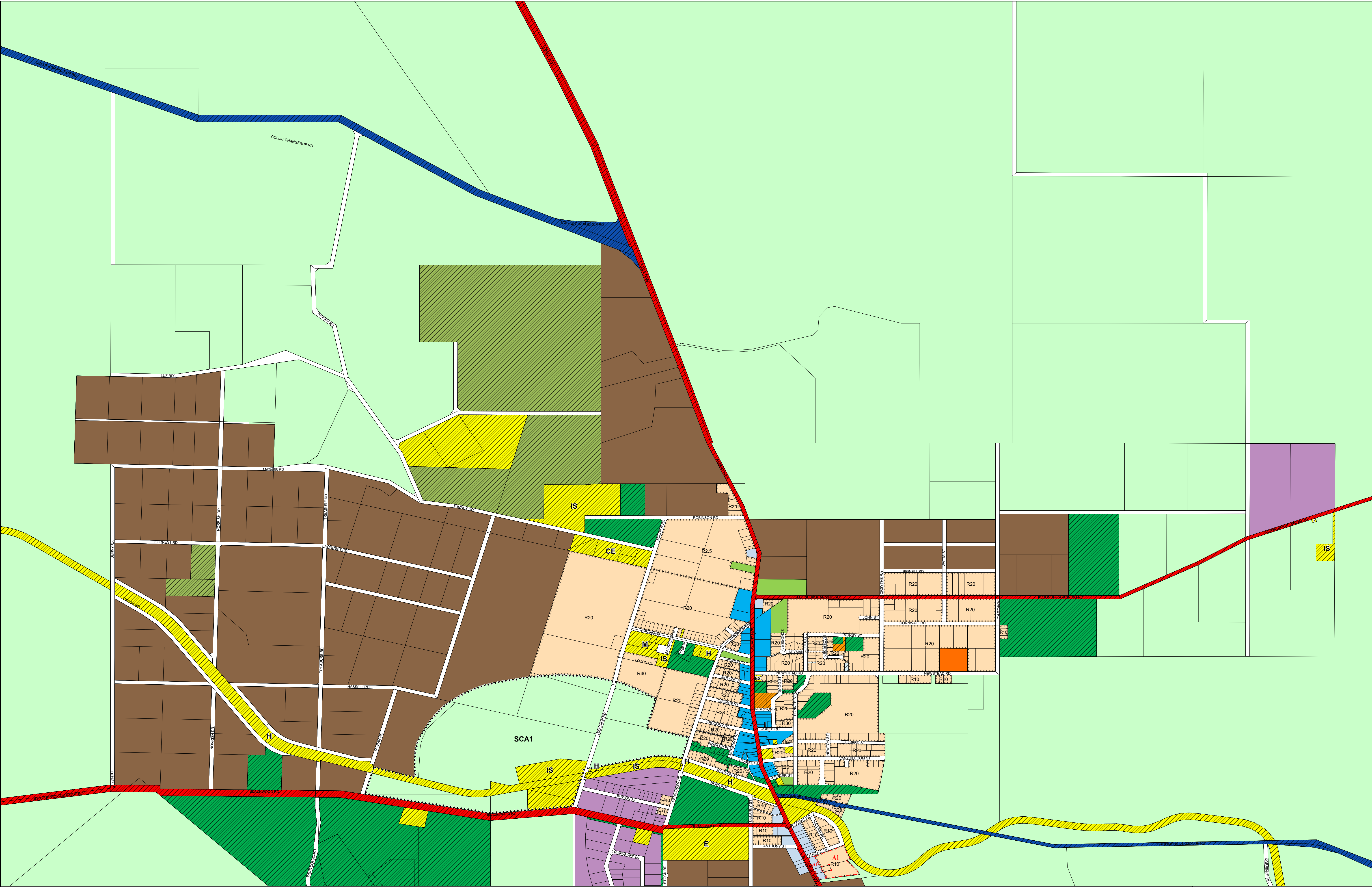
Yours sincerely

Ms Sam Fagan
Secretary
Western Australian Planning Commission

9/09/2020

Simplified preparation or adoption of a new local planning scheme flowchart





LEGEND

LOCAL SCHEME RESERVES

- | | |
|----------------------------|------------------------------------|
| Public purposes | Primary distributor road |
| CE Cemetery | District distributor road |
| E Education | Local distributor road |
| ES Emergency Services | Local road |
| H Heritage | Drainage/waterway |
| IS Infrastructure Services | Environmental conservation reserve |
| M Medical Services | Public open space |
| Civic and community | Strategic infrastructure |

LOCAL SCHEME ZONES

- | | |
|------------------|--|
| Commercial | Rural residential |
| General industry | Private clubs, institutions and place of worship |
| Residential | Service commercial |
| Rural | Tourism |

OTHER CATEGORIES

- Scheme Boundary
- Local Government Boundary
- Additional uses
- Special use area
- R Codes
- SCA1 Waste water treatment plant buffer
- No Zone

VERSION No 1

Shire of Kojonup

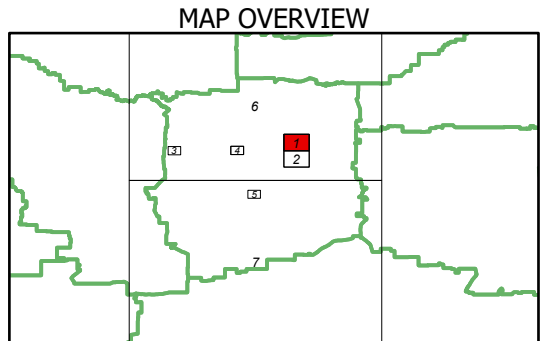
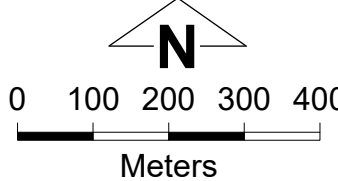
Local Planning Scheme No. 4
(District Scheme)

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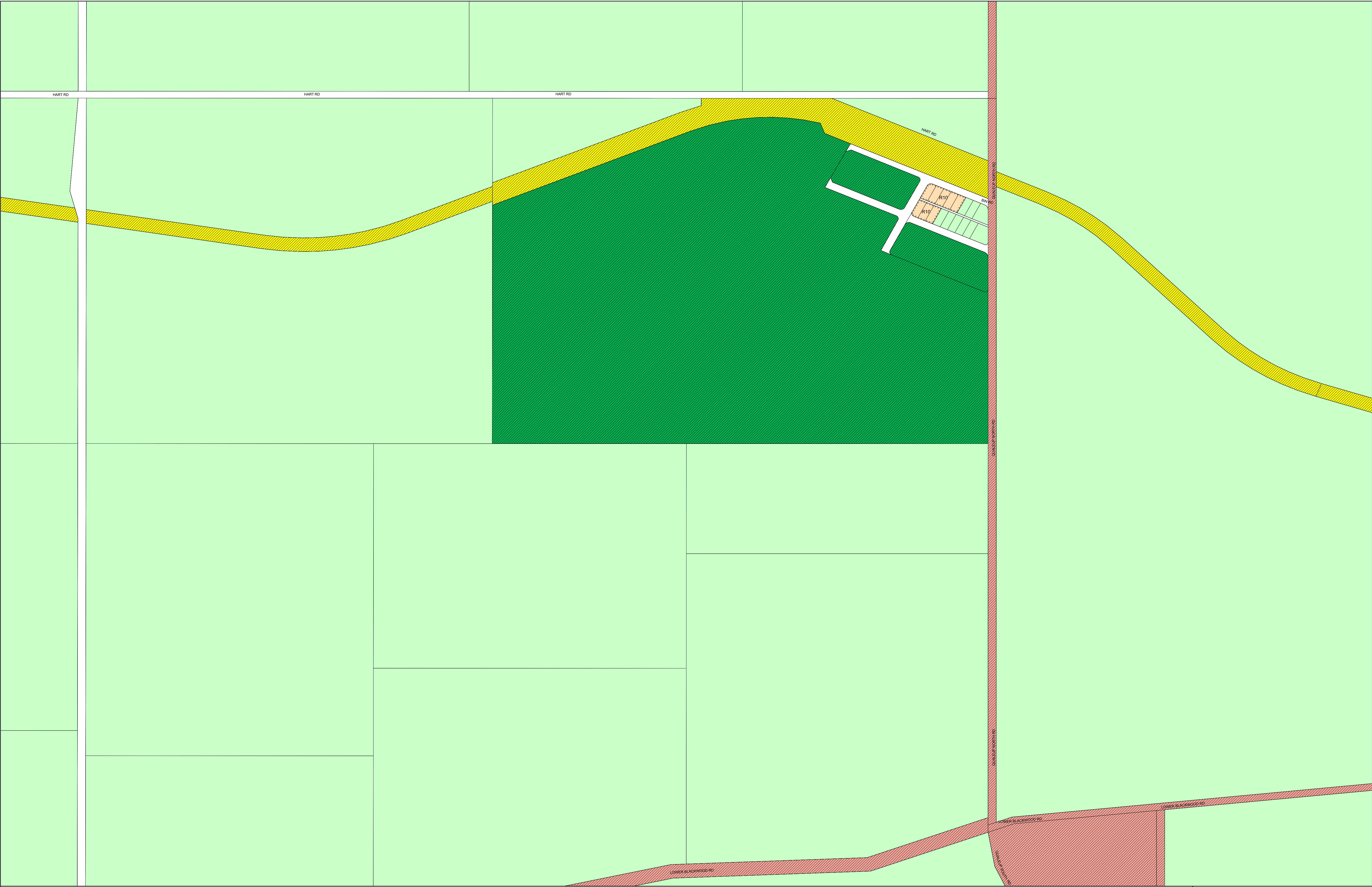
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Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



Authorised: T.Servaas
Plot Date: 31 July 2025
G.Gazette:

Local Planning Scheme Map No. 1 of 7
MAP: Kojonup Townsite North



LEGEND

LOCAL SCHEME RESERVES

- | | |
|-------------------------|------------------------------------|
| Public purposes | Primary distributor road |
| Cemetery | District distributor road |
| Education | Local distributor road |
| Emergency Services | Local road |
| Heritage | Drainage/waterway |
| Infrastructure Services | Environmental conservation reserve |
| Medical Services | Public open space |
| Civic and community | Strategic infrastructure |

LOCAL SCHEME ZONES

- | | |
|------------------|--|
| Commercial | Rural residential |
| General industry | Private clubs, institutions and place of worship |
| Residential | Service commercial |
| Rural | Tourism |

OTHER CATEGORIES

- | |
|---|
| Scheme Boundary |
| Local Government Boundary |
| Additional uses |
| Special use area |
| R Codes |
| SCA1 Waste water treatment plant buffer |
| No Zone |

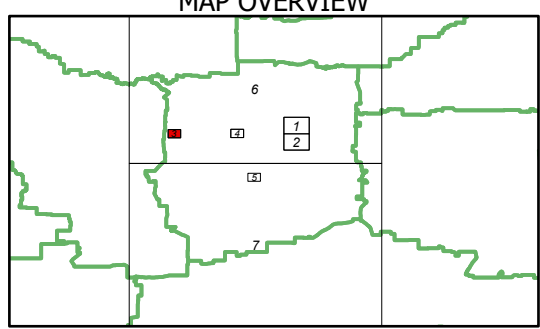
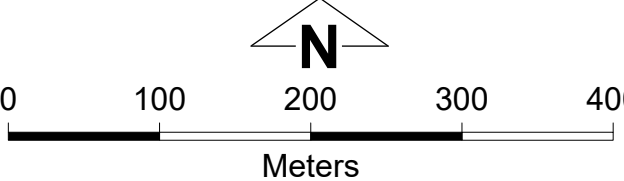
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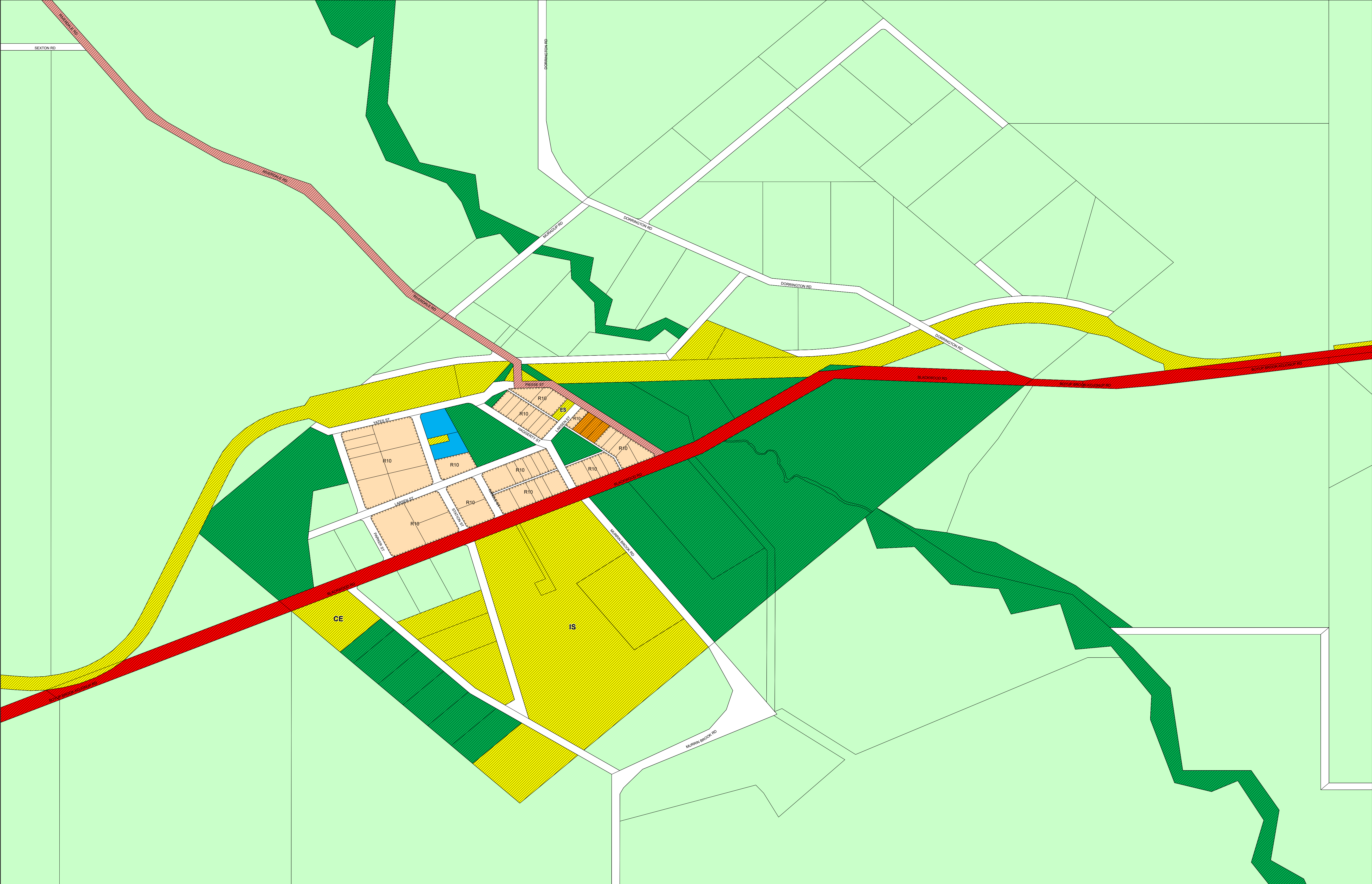
Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



Authorised: T.Servaas
Plot Date: 31 July 2025
G. Gazette:

Local Planning Scheme Map No. 3 of 7
MAP: Qualup Townsite

Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



LEGEND

LOCAL SCHEME RESERVES

- | | |
|-------------------------|------------------------------------|
| Public purposes | Primary distributor road |
| Cemetery | District distributor road |
| Education | Local distributor road |
| Emergency Services | Local road |
| Heritage | Drainage/waterway |
| Infrastructure Services | Environmental conservation reserve |
| Medical Services | Public open space |
| Civic and community | Strategic infrastructure |

LOCAL SCHEME ZONES

- | | |
|------------------|--|
| Commercial | Rural residential |
| General industry | Private clubs, institutions and place of worship |
| Residential | Service commercial |
| Rural | Tourism |

OTHER CATEGORIES

- | |
|---|
| Scheme Boundary |
| Local Government Boundary |
| Additional uses |
| Special use area |
| R Codes |
| SCA1 Waste water treatment plant buffer |
| No Zone |

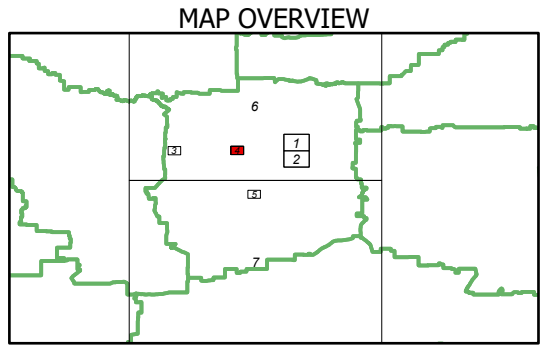
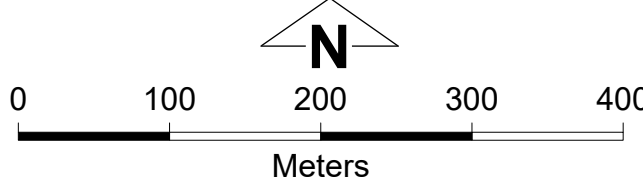
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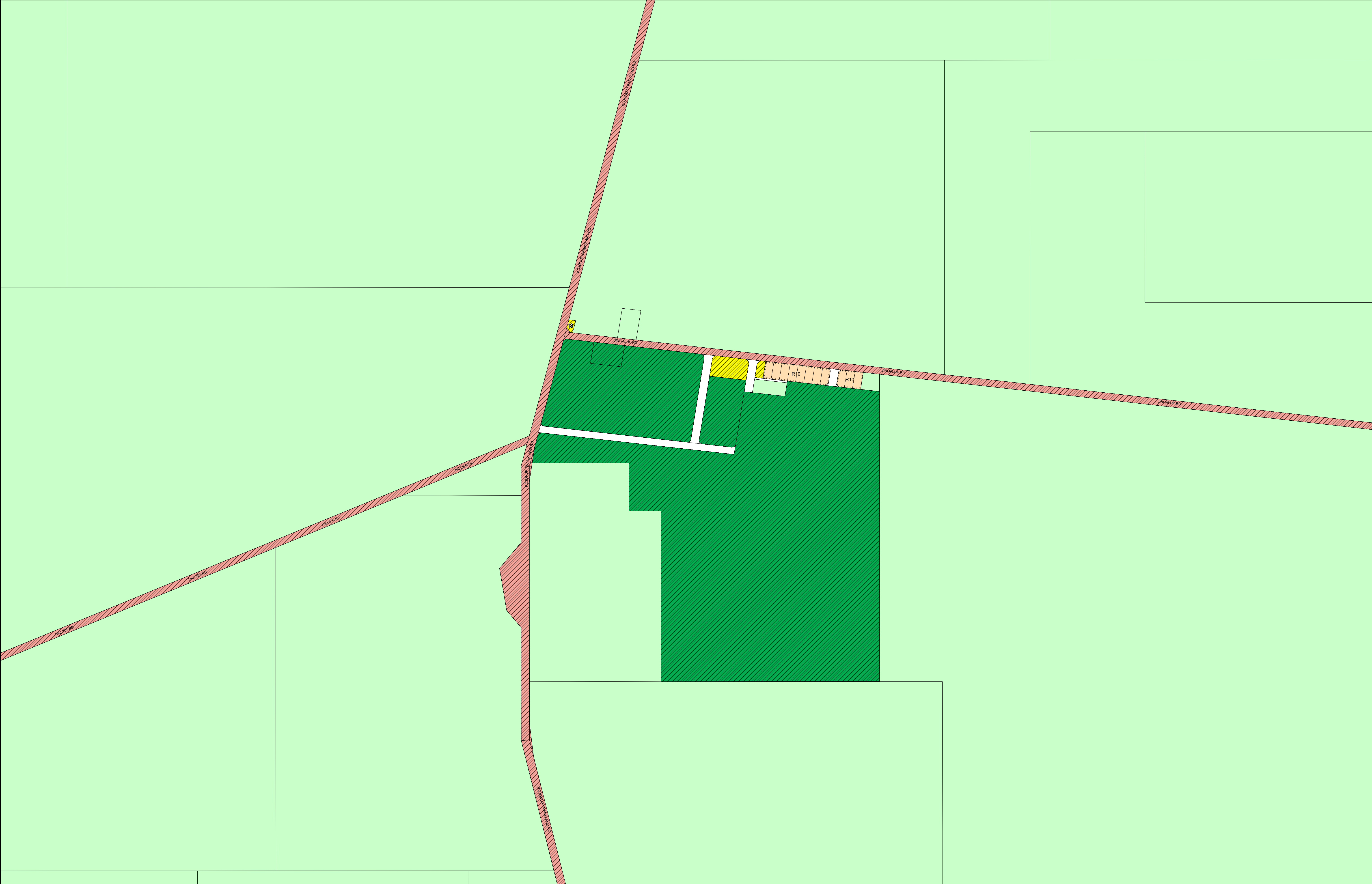
Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



Authorised: T.Servaas
Plot Date: 31 July 2025
G. Gazette:

Local Planning Scheme Map No. 4 of 7
MAP: Muradup Townsite

Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



LEGEND

LOCAL SCHEME RESERVES

- | | |
|-------------------------|------------------------------------|
| Public purposes | Primary distributor road |
| Cemetery | District distributor road |
| Education | Local distributor road |
| Emergency Services | Local road |
| Heritage | Drainage/waterway |
| Infrastructure Services | Environmental conservation reserve |
| Medical Services | Public open space |
| Civic and community | Strategic infrastructure |

LOCAL SCHEME ZONES

- | | |
|------------------|--|
| Commercial | Rural residential |
| General industry | Private clubs, institutions and place of worship |
| Residential | Service commercial |
| Rural | Tourism |

OTHER CATEGORIES

- | |
|---|
| Scheme Boundary |
| Local Government Boundary |
| Additional uses |
| Special use area |
| R Codes |
| SCA1 Waste water treatment plant buffer |
| No Zone |

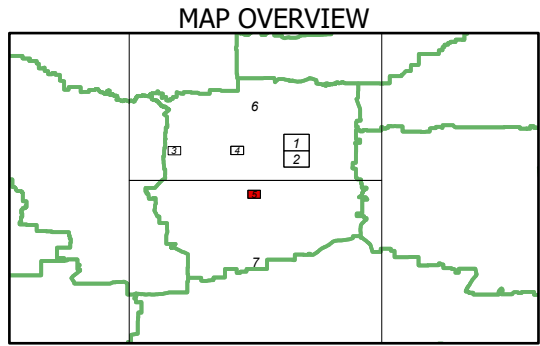
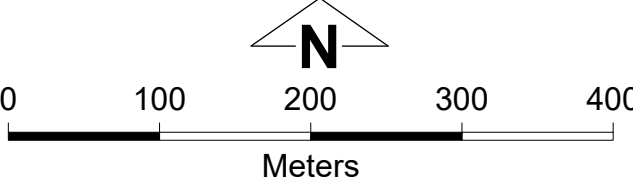
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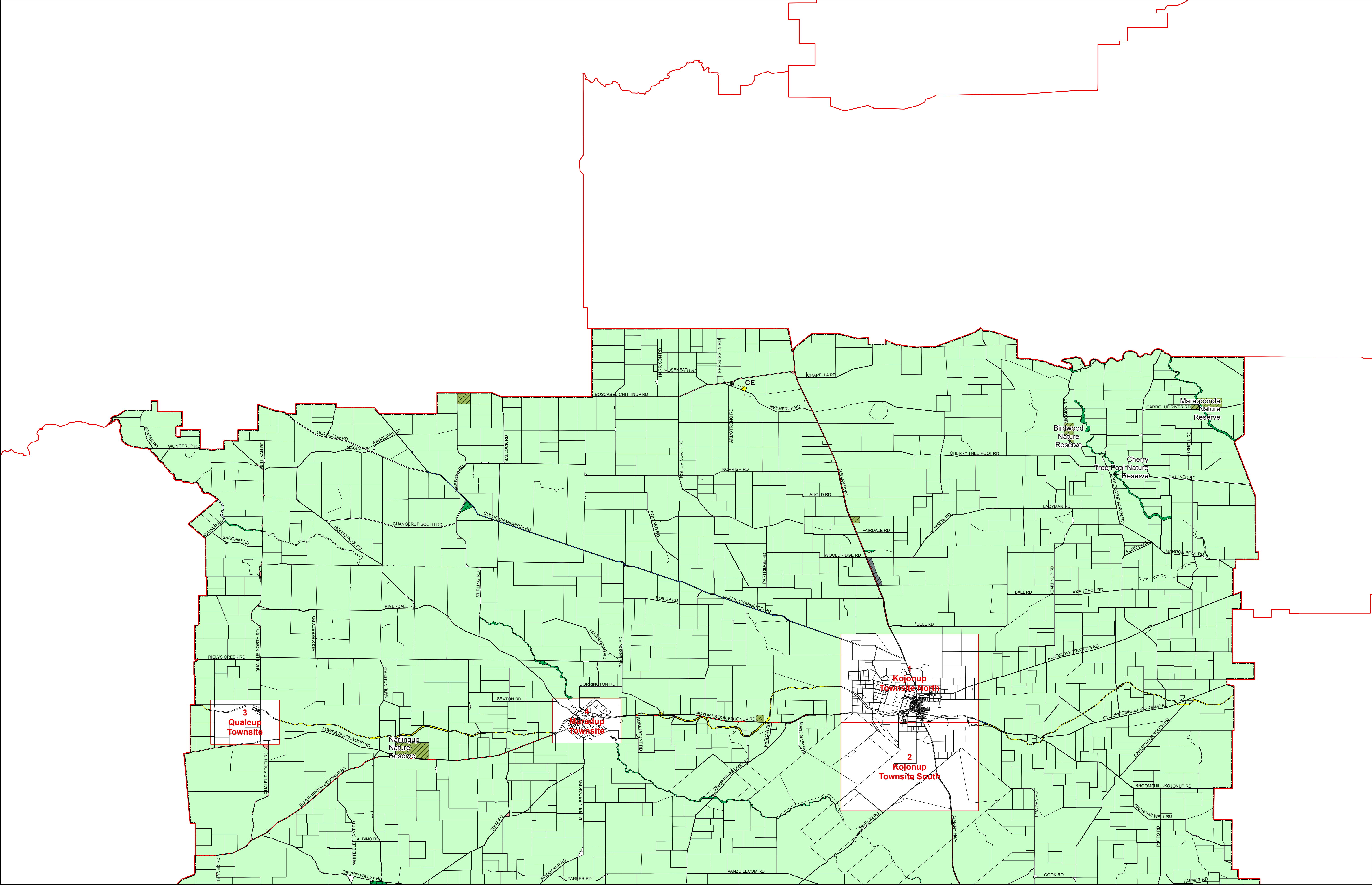
Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



Authorised: T.Servaas
Plot Date: 31 July 2025
G.Gazette:

Local Planning Scheme Map No. 5 of 7
MAP: Jingalup Townsite

Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



LEGEND

LOCAL SCHEME RESERVES

- | | |
|----------------------------|------------------------------------|
| Public purposes | Primary distributor road |
| CE Cemetery | District distributor road |
| E Education | Local distributor road |
| ES Emergency Services | Local road |
| H Heritage | Drainage/waterway |
| IS Infrastructure Services | Environmental conservation reserve |
| M Medical Services | Public open space |
| Civic and community | Strategic infrastructure |

LOCAL SCHEME ZONES

- | | |
|------------------|--|
| Commercial | Rural residential |
| General industry | Private clubs, institutions and place of worship |
| Residential | Service commercial |
| Rural | Tourism |

OTHER CATEGORIES

- Scheme Boundary
- Local Government Boundary
- Additional uses
- Special use area
- R Codes
- SCA1 Waste water treatment plant buffer
- No Zone

VERSION No 1

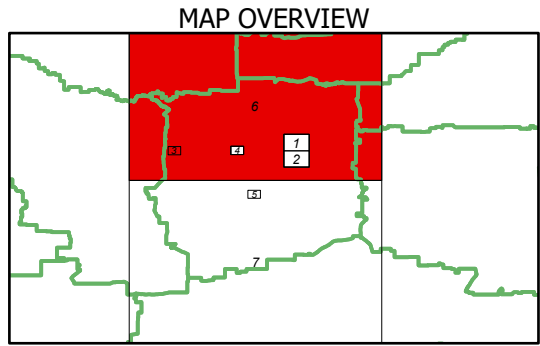
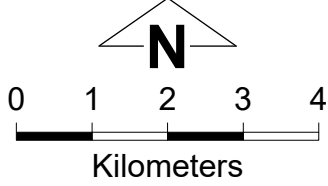
Shire of Kojonup

Local Planning Scheme No. 4
(District Scheme)

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Shire of Kojonup

Local Planning Scheme No. 4
(District Scheme)

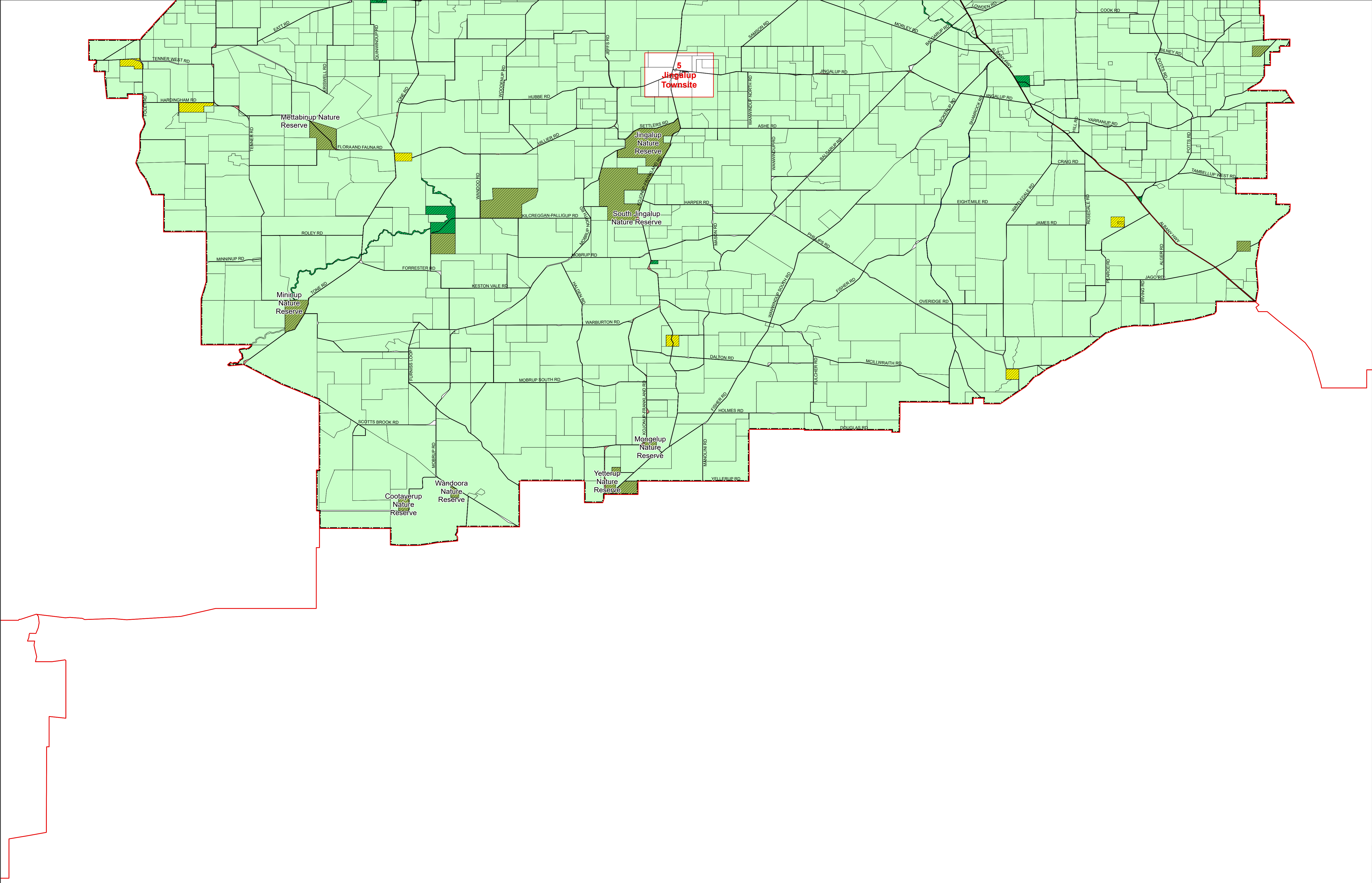


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Local Planning Scheme Map No. 6 of 7
MAP: Kojonup North

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LEGEND

LOCAL SCHEME RESERVES

- | | |
|-------------------------|------------------------------------|
| Public purposes | Primary distributor road |
| Cemetery | District distributor road |
| Education | Local distributor road |
| Emergency Services | Local road |
| Heritage | Drainage/waterway |
| Infrastructure Services | Environmental conservation reserve |
| Medical Services | Public open space |
| Civic and community | Strategic infrastructure |

LOCAL SCHEME ZONES

- | | |
|------------------|--|
| Commercial | Rural residential |
| General industry | Private clubs, institutions and place of worship |
| Residential | Service commercial |
| Rural | Tourism |

OTHER CATEGORIES

- | |
|---|
| Scheme Boundary |
| Local Government Boundary |
| Additional uses |
| Special use area |
| R Codes |
| SCA1 Waste water treatment plant buffer |
| No Zone |

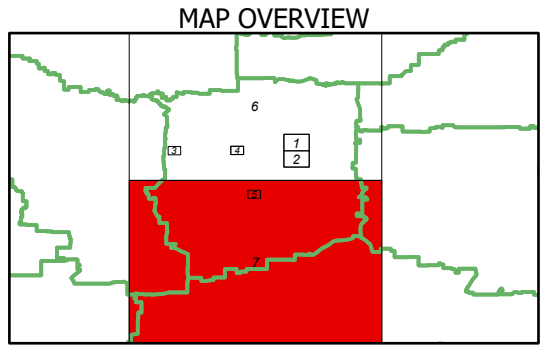
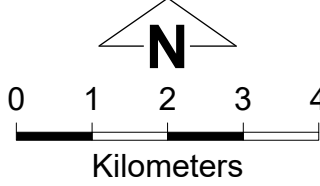
VERSION No 1

Shire of Kojonup

Local Planning Scheme No. 4
(District Scheme)

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Shire of Kojonup
Local Planning Scheme No. 4
(District Scheme)



Authorised: T.Servaas
Plot Date: 31 July 2025
G. Gazette:

Local Planning Scheme Map No. 7 of 7
MAP: Kojonup South

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SHIRE OF KOJONUP
LOCAL PLANNING SCHEME NO. 4

The Shire of Kojonup under the powers conferred by the
Planning and Development Act 2005 makes the following Local Planning Scheme

TABLE OF CONTENTS

Part 1 - Preliminary

1. Citation
2. Commencement
3. Schemes revoked
4. Notes do not form part of Scheme
5. Responsibility for Scheme
6. Scheme area
7. Contents of Scheme
8. Purposes of Scheme
9. Aims of Scheme
10. Relationship with local laws
11. Relationship with other local planning schemes
12. Relationship with region planning scheme

Part 2 - Reserves

13. Regional reserves
14. Local reserves
15. Additional uses for local reserves

Part 3 - Zones and use of land

16. Zones
 - 16.1 Residential zone
 - 16.2 Rural Residential zone
 - 16.3 Rural zone
 - 16.4 Commercial zone
 - 16.5 Tourism zone
 - 16.6 General Industry zone
 - 16.7 Private Clubs, Institutions and Place of Worship zone
 - 16.8 Service Commercial zone
17. Zoning table
18. Interpreting zoning table
19. Additional uses
20. Restricted uses
21. Special use zones
22. Non-conforming uses
23. Changes to non-conforming use
24. Register of non-conforming uses

Part 4 – General Development Standards and Requirements

25. Residential Design Codes (R-Codes)

- 26. Modification of R-Codes
- 27. State Planning Policy 3.6 to be read as part of Scheme
- 28. Modification of State Planning Policy 3.6
- 29. Other State planning policies to be read as part of Scheme
- 30. Modification of State planning policies
- 31. Environmental conditions
- 32. General development standards and requirements
 - 32.1 Ancillary dwelling
 - 32.2 Building envelopes
 - 32.3 Car parking
 - 32.4 Signage and advertising
 - 32.5 Development of land abutting an unconstructed road reserve
 - 32.6 Development of land to contain emissions
 - 32.7 Development of land affected by natural hazards
 - 32.8 Fencing
 - 32.9 Keeping of Livestock
 - 32.10 Repurposed dwellings and second-hand dwellings
 - 32.11 Servicing requirements
 - 32.12 Trees and vegetation establishment
 - 32.13 Water resource management and protection
 - 32.14 Tree farms
 - 32.15 Workforce accommodation
 - 32.16 Resource recovery centres and waste storage or disposal facilities
 - 32.17 Dwellings without reticulated mains water supply
 - 32.18 Mining operations
- 33. Site specific development standards and requirements
- 34. Variations to general development standards and requirements
- 35. Restrictive covenants
- 36. Notifications of site and development requirements

Part 5 - Special Control Areas

- 37. Special control areas

Part 6 - Terms referred to in Scheme

- 38. Terms and Land Use Terms

Schedule A - Supplemental Provisions to the Deemed Provisions

Schedule 1 - Specified Additional uses for zoned land in Scheme Area

Schedule 2 - Signs/Advertisements for which Development Approval not required

PART 1 - PRELIMINARY

1. Citation

This local planning scheme is the Shire of Kojonup Local Planning Scheme No.4.

2. Commencement

Under section 87(4) of the Act, this local planning scheme comes into operation on the day on which it is published in the Gazette.

3. Schemes revoked

The following town planning schemes are revoked -

Shire of Kojonup Local Planning Scheme No.3 – Gazettal Date 9 October 1998

4. Notes do not form part of the Scheme

Notes, and instructions printed in italics, do not form part of this Scheme.

5. Responsibility for Scheme

The Shire of Kojonup is the local government responsible for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

6. Scheme area

This Scheme applies to the area shown on the Scheme Map.

7. Contents of Scheme

In addition to the provisions set out in this document (the scheme text), this Scheme includes the following -

- (1) the deemed provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2);
- (2) the supplemental provisions to the deemed provisions contained in Schedule A; and
- (3) the Scheme Map (sheets 1 - 7).

This Scheme is to be read in conjunction with any local planning strategy for the Scheme area.

Notes for this clause:

1. The deemed provisions include - terms used, Local Planning Framework, Heritage Protection, Structure Plans, Local Development Plans, Local Planning Policies, Requirements for development approval, Applications and Procedure for development approval, Bushfire risk management, Enforcement and administration, Forms.
2. Supplemental provisions provide further development approval exemptions to those prescribed by clause 61 of the provisions deemed.

8. Purposes of Scheme

The purposes of this Scheme are to -

- (1) set out the local government's planning aims and intentions for the Scheme area;
- (2) set aside land as local reserves for public purposes;
- (3) zone land within the Scheme area for the purposes defined in this Scheme;
- (4) control and guide development including processes for the preparation of structure plans and local development plans;

- (5) set out procedures for the assessment and determination of development applications;
- (6) make provision for the administration and enforcement of this Scheme; and
- (7) address other matters referred to in Schedule 7 of the Act.

9. Aims of Scheme

The aims of this Scheme are to -

- (1) retain and enhance the commercial and cultural functions of existing centres in the Shire;
- (2) provide for the recognition and conservation of areas and places of cultural and heritage significance;
- (3) provide for a mix of residential land uses and housing options;
- (4) promote sustainable development that integrates economic, environmental and social factors;
- (5) protect and diversify the Shire's economic base by providing for an overall pattern of land use and development that supports existing businesses and encourages appropriate new businesses and industry;
- (6) protect and sustain rural land for primary production, environmental and cultural values and landscape;
- (7) provide for non-rural uses on rural land where it is compatible with the aims for rural land, and is of benefit to the community and/or economy;
- (8) to assist in the management of natural hazards such as flooding, bushfire and other risks;
- (9) improve the means of access into and around the Scheme area to ensure the safe and convenient movement of people, including pedestrians, cyclists, and motorists;
- (10) implement State and regional strategies, plans and policies; and
- (11) provide a basis for a suite of local planning policies, as may be required, to achieve the stated aims, purposes and objectives of this Scheme.

10. Relationship with local laws

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

11. Relationship with other local planning schemes

There are no other local planning schemes of the Shire of Kojonup, which apply to the Scheme area.

12. Relationship with region planning scheme

There are no region planning schemes which apply to the Scheme area.

PART 2 - RESERVES

13. Regional reserves

There are no regional reserves in the Scheme area.

14. Local reserves

In this clause -

Main Roads Western Australia means the department principally assisting in the administration of the *Main Roads Act 1930*;

Western Australian Road Hierarchy means the document of that name available on the website maintained by the Department of Main Roads.

(1) Local reserves are shown on the Scheme Map according to the legend on the Scheme Map.

(2) The objectives of each local reserve are as follows -

| Table 1 – Reserve Objectives | |
|------------------------------|--|
| Public Open Space | <ul style="list-style-type: none"> To set aside areas of public open space, particularly those established under the Planning and Development Act 2005 s. 152. To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage. |
| Environmental Conservation | <ul style="list-style-type: none"> To identify areas of biodiversity and conservation value, and to protect those areas from development and subdivision. To identify and protect areas of diversity conservation significance within National Parks and State and other conservation reserves. |
| Civic and Community | <ul style="list-style-type: none"> To provide for a range of community facilities which are compatible with surrounding development. To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged and other services by organisations involved in activities for community benefit. |
| Public Purposes | <ul style="list-style-type: none"> To provide for a range of essential physical and community infrastructure. |
| Medical Services | <ul style="list-style-type: none"> Public Purposes which specifically provide for a range of essential medical services. |
| Infrastructure Services | <ul style="list-style-type: none"> Public Purposes which specifically provide for a range of essential infrastructure services. |
| Education | <ul style="list-style-type: none"> Public Purposes which specifically provide for a range of essential education facilities. |
| Emergency Services | <ul style="list-style-type: none"> Public Purposes which specifically provide for a range of emergency services. |
| Heritage | <ul style="list-style-type: none"> Public Purposes which specifically provide for a range of heritage purposes. |
| Cemetery | <ul style="list-style-type: none"> To set aside land required for a cemetery. |
| Drainage/Waterway | <ul style="list-style-type: none"> To set aside land for significant waterways and drainage. |
| Primary Distributor Road | <ul style="list-style-type: none"> To set aside land required for a primary distributor road being a road classified as a Regional Distributor or Primary Distributor under the Western Australian Road Hierarchy. |

| | |
|---------------------------|---|
| District Distributor Road | <ul style="list-style-type: none"> To set aside land required for a district distributor road being a road classified as a Distributor A or Distributor B under the Western Australian Road Hierarchy. |
| Local Distributor Road | <ul style="list-style-type: none"> To set aside land required for a local distributor road being a road classified as a Local Distributor under the Western Australian Road Hierarchy. |
| Local Road | <ul style="list-style-type: none"> To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy. |
| Strategic Infrastructure | <ul style="list-style-type: none"> To set aside land required for port or airport facilities. |

15. Additional uses for local reserves

There are no additional uses for land in local reserves that apply to this Scheme.

PART 3 - ZONES AND USE OF LAND

16. Zones

Zones are shown on the Scheme Map according to the legend on the Scheme Map.

16.1 Residential zone

(1) Objectives

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

(2) Development Requirements

Notwithstanding the R-Code prescribed to land in the Residential zone, a permissible density of R60 may apply for the development of land for aged or dependent persons' dwellings, independent living complex or for a residential aged care facility provided:

- a. the land is not subject to a Special Control Area; and
- b. the development is connected to a reticulated sewerage system provided by a licensed service provider.

(3) The table below sets out the setbacks, site coverage and landscaping requirements for development:

| Zone | Minimum Setbacks (m) | | | Maximum Site Coverage | Minimum Landscaping |
|-------------|---|------|------|-----------------------|---------------------|
| | Front | Side | Rear | | |
| Residential | As per R-Codes for residential uses, all other uses at the discretion of the local government | | | | |

16.2 Rural Residential zone

(1) Objectives

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

(2) Unless the Commission otherwise determines, subdivision is to be carried out in accordance with a structure plan.

(3) Buildings and structures shall be sympathetic to the surrounding character and amenity of the land, locality and zone.

(4) A dwelling on a lot less than 2ha in area shall be connected to a reticulated potable water supply unless it is demonstrated that a reticulated supply is not available or cannot be reasonably provided to the lot/dwelling.

(5) The table below sets out the setbacks, site coverage and landscaping requirements for development:

| Zone | Minimum Setbacks (m) | | | Maximum Site Coverage | Minimum Landscaping |
|-------------------|----------------------|------|------|-----------------------|---------------------|
| | Front | Side | Rear | | |
| Rural Residential | 20m | 10m | 10m | N/A | N/A |

16.3 Rural zone

(1) Objectives

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

(2) Tourist development is to be incidental to the rural use of the land.

(3) In considering a subdivision or development application in the Rural zone, the local government shall have due regard to the -

- a. availability of services required to support the proposed development or subdivision and the economic impact of the provision of, extension or upgrading of those services that may be required;
- b. adequacy of the roads, existing or proposed in the area which may be needed to support the amount of road traffic expected to be generated by the development or subdivision; and
- c. need to enforce such conditions as the local government deems appropriate in order to minimise any adverse effect the development or subdivision may have on the amenity of the area.

(4) The local government may grant approval for a maximum of either —

- a. two grouped dwellings; or
- b. one single house plus either one ancillary dwelling or one caretaker's dwelling;

on any lot, provided the lot exceeds 40ha in area, where the land is managed for agricultural production, tourism, or education purposes and where the occupants are engaged in those specified predominant land uses or activities.

(5) The existence of more than one dwelling on a lot in the Rural zone shall not be construed as a basis for the local government's support to the subdivision of the lot.

(6) The table below sets out the setbacks, site coverage and landscaping requirements for development:

| Zone | Minimum Setbacks (m) | | | Maximum Site Coverage | Minimum Landscaping |
|-------|----------------------|------|------|-----------------------|---------------------|
| | Front | Side | Rear | | |
| Rural | 50m | 20m | 20m | N/A | N/A |

16.4 Commercial zone

- (1) Objectives
 - a. To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.
 - b. To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.
 - c. To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.
- (2) Unless otherwise determined by the local government, where a development is comprised of both residential and commercial land uses, the residential component shall be confined to an upper story of that development.
- (3) Any residential development shall satisfy the R-Codes at a maximum density of R 12.5 unless the land is or proposed to be connected to a reticulated sewerage system provided by a licensed service provider. In that circumstance the maximum density shall be R40.
- (4) In considering an application for approval to demolish a building within the Commercial zone, the local government may:
 - a. require a development approval for subsequent development to accompany such an application; and/or
 - b. approve the application, subject to conditions including the retention, maintenance, reinstatement and re-positioning of any part of the building proposed to be demolished.
- (5) The table below sets out the setbacks, site coverage and landscaping requirements for development:

| Zone | Minimum Setbacks (m) | | | Maximum Site Coverage | Minimum Landscaping |
|------------|----------------------|------|------|-----------------------|---------------------|
| | Front | Side | Rear | | |
| Commercial | Nil | Nil | Nil | 75% | 5% |

16.5 Tourism zone

- (1) Objectives
 - a. To promote and provide for tourism opportunities.
 - b. To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area.
 - c. To allow limited residential uses where appropriate.
 - d. To encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities.
- (2) Prior to development or subdivision occurring in a Tourist zone, a Structure Plan or local development plan (as deemed appropriate by the local government) shall be prepared in accordance with the deemed provisions.
- (3) No development will be permitted to use the land between the street front boundary and a building for any purpose other than the following:
 - a. a means of vehicle access and egress;
 - b. vehicle car parking;

- c. the loading and unloading of vehicles;
 - d. open air display where approved by the local government; and
 - e. landscaping.
- (4) Development within the Tourism zone will generally require that a minimum 30% of the site is landscaped in locations to be determined by the local government.

16.6 General Industry zone

- (1) Objectives
- a. To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.
 - b. To accommodate industry that would not otherwise comply with the performance standards of light industry.
 - c. Seek to manage impacts such as noise, dust and odour within the zone.
- (2) Land between the building setback line and a road reserve shall not, without the approval of the local government, be used for a purpose other than for site fencing, lawns and gardens, services, for the parking of vehicles and/or as a means of access.
- (3) Screening by retention of existing trees and vegetation, and/or by additional tree and vegetation planting is required within road reserve frontages.
- (4) Access to roads shall be appropriately located and designed for safe and efficient use by vehicular traffic to the satisfaction of the local government.
- (5) Development that is not or cannot be connected to a reticulated sewerage system is restricted to 'dry industry' type, being industries predicted to generate waste water for disposal on-site of a daily rate of less than 540 litres per 1000m² of site area.
- (6) All buildings shall be located, designed and constructed so that the external appearance arising from building height, bulk, colour, texture, materials used and method of construction, is appropriate for the land, locality and zone.
- (7) The table below sets out the setbacks, site coverage and landscaping requirements for development:

| Zone | Minimum Setbacks (m) | | | Maximum Site Coverage | Minimum Landscaping |
|------------------|----------------------|------|------|-----------------------|---|
| | Front | Side | Rear | | |
| General Industry | 10m | Nil | 6m | 75% | 5% of site area – landscaping required along road frontage(s) |

16.7 Private Clubs, Institutions and Places of Worship zone

- (1) Objectives
- a. To provide sites for privately owned and operated education, recreation, institutions and places of worship.
 - b. To integrate private recreation areas with public recreation areas wherever possible.
 - c. To provide for a range of privately owned community facilities and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.

- e. To ensure that the standard of development is in keeping with surrounding development and protects the amenity of the area.
- (2) The local government shall determine the site and development requirements at the development application stage in conjunction with the applicant.
- (3) The requirements shall be limited to those matters relevant to satisfying the Objectives.

16.8 Service Commercial zone

- (1) Objectives
 - a. To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.
 - b. To provide for a range of wholesale sales, showrooms, trades and services, which by reason of their scale, character, operational or land requirements, are not appropriate for industrial or commercial zones.
 - c. To ensure development achieves relatively high amenity standards based on the level of exposure of the site and proximity to residential areas.
- (2) All buildings shall be located, designed and constructed so that the external appearance arising from building height, bulk, colour, texture, materials used and method of construction, is appropriate for the land, locality and zone.
- (3) The table below sets out the setbacks, site coverage and landscaping requirements for development:

| Zone | Minimum Setbacks (m) | | | Maximum Site Coverage | Minimum Landscaping |
|--------------------|----------------------|------|------|-----------------------|---|
| | Front | Side | Rear | | |
| Service Commercial | 5m | Nil | Nil | 75% | 5% of site area – landscaping required along road frontage(s) |

17. Zoning table

The zoning table for this Scheme is as follows -

Table 2 – Zoning Table

| LANDUSE | RESIDENTIAL | RURAL RESIDENTIAL | RURAL | TOURISM | COMMERCIAL | SERVICE COMMERCIAL | GENERAL INDUSTRY | PRIVATE CLUBS, INSTITUTIONS AND PLACES OF WORSHIP |
|---|--------------------|--------------------------|--------------|----------------|-------------------|---------------------------|-------------------------|--|
| Abattoir | X | X | A | X | X | X | X | X |
| Aged or dependant persons' dwelling | D | D | D | X | D | X | X | X |
| Agriculture – extensive | X | D | P | X | X | X | X | X |
| Agriculture – intensive | X | A | D | X | X | X | X | X |
| Amusement parlour | X | X | X | X | D | A | X | X |
| Ancillary dwelling | P | D | D | X | D | X | X | X |
| Animal establishment | X | A | D | X | D | D | D | X |
| Animal husbandry – intensive | X | X | A | X | X | X | X | X |
| Art gallery | X | A | D | D | D | D | D | D |
| Betting agency | X | X | X | X | D | X | X | X |
| Brewery | X | X | D | D | D | D | D | X |
| Bulky goods showroom | X | X | X | X | D | D | A | X |
| Caravan park | X | X | A | D | X | X | X | X |
| Caretaker's dwelling | X | X | D | D | D | D | D | D |
| Car park | I | I | X | X | D | D | D | X |
| Childcare premises | A | X | X | X | D | D | X | D |
| Cinema/theatre | X | X | X | A | D | D | X | X |
| Civic use | A | D | D | D | D | D | D | P |
| Club premises | X | A | A | A | D | D | A | P |
| Commercial vehicle parking | A | D | P | X | D | D | P | X |
| Community purpose | A | A | A | A | D | D | D | P |
| Consulting rooms | A | X | X | X | D | D | X | X |
| Convenience store | X | X | X | A | D | D | X | X |
| Corrective institution | X | X | A | X | X | X | X | X |
| Educational establishment | A | A | A | X | D | D | X | D |
| Exhibition centre | X | A | D | D | D | D | X | D |
| Family day care | D | D | D | I | I | I | X | I |
| Fast food outlet | X | X | X | X | D | D | X | X |
| Fuel depot | X | X | X | X | D | D | D | X |
| Funeral parlour | X | X | X | X | D | D | D | X |
| Garden centre | X | A | D | X | D | D | D | X |
| Grouped dwelling | D | D | D | X | D | X | X | X |
| Home business | D | D | P | D | P | D | X | D |
| Home occupation | P | P | P | P | P | P | X | I |
| Home office | P | P | P | P | P | P | X | I |
| Home store | A | A | A | A | D | D | X | X |
| Hospital | X | X | X | X | A | A | X | X |
| Hosted short term rental accommodation | P | P | P | P | P | X | X | X |
| Hotel | X | X | X | A | D | A | X | X |
| Independent living complex | D | X | X | X | D | X | X | X |
| Industry | X | X | A | X | X | A | P | X |
| Industry – cottage | D | D | P | D | D | D | D | X |

| LANDUSE | RESIDENTIAL | RURAL RESIDENTIAL | RURAL | TOURISM | COMMERCIAL | SERVICE COMMERCIAL | GENERAL INDUSTRY | PRIVATE CLUBS, INSTITUTIONS AND PLACES OF WORSHIP |
|--|-------------|-------------------|-------|---------|------------|--------------------|------------------|---|
| Industry – extractive | X | X | A | X | X | X | X | X |
| Industry – light | X | X | D | X | A | D | P | X |
| Industry – rural | X | X | D | X | X | X | D | X |
| Liquor store - large | X | X | X | X | D | A | X | X |
| Liquor store - small | X | X | X | X | D | D | X | X |
| Lunch bar | X | X | X | D | D | D | A | X |
| Market | X | A | A | D | D | D | D | D |
| Medical centre | X | X | X | X | D | D | X | X |
| Mining operations | X | X | A | X | X | X | X | X |
| Motor vehicle, boat or caravan sales | X | X | X | X | D | D | D | X |
| Motor vehicle repair | X | X | X | D | D | D | P | X |
| Motor vehicle wash | X | X | X | X | D | D | P | X |
| Multiple dwelling | D | X | X | X | D | X | X | X |
| Nature based park | X | X | D | D | X | X | X | X |
| Nightclub | X | X | X | X | A | X | X | X |
| Office | X | X | X | I | D | I | X | X |
| Park home park | A | X | X | D | A | X | X | X |
| Place of worship | A | A | A | X | D | D | A | P |
| Reception centre | X | X | A | D | D | X | X | D |
| Recreation – private | X | A | D | D | D | D | D | D |
| Renewable energy facility | X | X | A | X | X | X | X | X |
| Repurposed dwelling | D | D | D | D | D | D | X | X |
| Residential aged care facility | D | X | X | X | D | X | X | X |
| Residential building | D | D | D | D | D | X | X | X |
| Resource recovery centre | X | X | D | X | X | A | D | X |
| Restaurant/café | X | A | A | D | D | A | X | A |
| Restricted premises | X | X | X | X | A | A | A | X |
| Roadhouse | X | X | A | X | A | A | D | X |
| Rural home business | X | D | D | X | X | X | X | X |
| Rural pursuit/hobby farm | D | P | P | X | X | X | X | X |
| Second-hand dwelling | D | D | D | D | D | D | X | X |
| Service station | X | X | X | X | D | D | D | X |
| Shop | X | X | X | I | D | D | I | X |
| Single house | P | P | P | X | D | A | X | X |
| Small bar | X | X | X | A | D | A | X | X |
| Tavern | X | X | A | D | D | D | D | D |
| Telecommunications | D | D | D | D | D | D | D | D |
| Tourist and Visitor Accommodation | X | A | A | D | D | X | X | X |
| Trade display | X | X | A | X | D | D | P | X |
| Trade supplies | X | X | X | X | D | D | P | X |
| Transport depot | X | X | D | X | A | A | D | X |
| Tree farm | X | A | D | X | X | X | X | X |
| Unhosted short-term rental accommodation | A | A | A | P | D | X | X | X |

| LANDUSE | RESIDENTIAL | RURAL RESIDENTIAL | RURAL | TOURISM | COMMERCIAL | SERVICE COMMERCIAL | GENERAL INDUSTRY | PRIVATE CLUBS, INSTITUTIONS AND PLACES OF WORSHIP |
|-------------------------|-------------|-------------------|-------|---------|------------|--------------------|------------------|---|
| Veterinary centre | X | A | D | X | D | D | D | X |
| Warehouse/storage | X | X | D | X | D | D | D | X |
| Waste disposal facility | X | X | A | X | X | X | X | X |
| Waste storage facility | X | X | D | X | X | A | D | X |
| Wayside stall | X | A | D | X | X | X | X | X |
| Winery | X | A | D | X | X | X | X | X |
| Workforce accommodation | A | X | A | X | D | X | X | X |

18. Interpreting zoning table

- (1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross-reference between the list of use classes on the left-hand side of the zoning table and the list of zones at the top of the zoning table.
- (2) The symbols used in the zoning table have the following meanings -
 - P means that the use is permitted if it complies with all relevant development standards and requirements of this Scheme as it relates to the use of the land.
 - I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with any relevant development standards and requirements of this Scheme.
 - D means that the use is not permitted unless the local government has exercised its discretion by granting development approval.
 - A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions.
 - X means that the use is not permitted by this Scheme.

Notes for this clause:

1. The development approval of the local government may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances one application is made for both the carrying out of works on, and the use of, land.
 2. Under clause 61 of the deemed provisions and Schedule A, certain works and uses are exempt from the requirement for development approval.
 3. Clause 67 of the deemed provisions deals with the consideration of applications for development approval by the local government. Under that clause, development approval cannot be granted for development that is a class X use in relation to the zone in which the development is located, except in certain circumstances where land is being used for a non-conforming use.
- (3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.
 - (4) The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -

- a. determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
 - b. determine that the use may be consistent with the objectives of a particular zone and advertise under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
 - c. determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.
- (5) If a use of land is identified in a zone as being a class P or class I use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.
- (6) If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to the objectives of the zone and any of the following plans that apply to the land -
- a. a structure plan;
 - b. a local development plan.

19. Additional uses

- (1) Schedule 1 sets out -
- a. classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located; and
 - b. the conditions that apply to that additional use.
- (4) Despite anything contained in the Zoning table, land that is specified in Schedule 1 to subclause (1) may be used for the additional class of use set out in respect of that land subject to the conditions that apply to that use.

20. Restricted uses

There are no restricted uses which apply to this Scheme.

21. Special use zones

There are no special use zones which apply to this Scheme.

22. Non-conforming uses

- (1) Unless specifically provided, this Scheme does not prevent -
- a. the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or
 - b. the carrying out of development on land if -
 - (i) before the commencement of this Scheme, the development was lawfully approved; and
 - (ii) the approval has not expired or been cancelled.
- (2) Subclause (1) does not apply if –
- a. the non-conforming use of the land is discontinued; and

- b. a period of 6 months, or a longer period approved by the local government, has elapsed since the discontinuance of the non-conforming use.
- (3) Subclause (1) does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the local government –
 - a. purchases the land; or
 - b. pays compensation to the owner of the land in relation to the non-conforming use.

23. Changes to non-conforming use

- (1) A person must not, without development approval –
 - a. alter or extend a non-conforming use of land; or
 - b. erect, alter or extend a building used for, or in conjunction with, a non-conforming use; or
 - c. repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or
 - d. change the use of land from a non-conforming use to another use that is not permitted by the Scheme.
- (2) An application for development approval for the purposes of this clause must be advertised in accordance with clause 64 of the deemed provisions.
- (3) A local government may only grant development approval for a change of use of land referred to in subclause (1)(d) if, in the opinion of the local government, the proposed use:
 - a. is less detrimental to the amenity of the locality than the existing non-conforming use; and
 - b. is closer to the intended objectives of the zone in which the land is situated.

24. Register of non-conforming uses

- (1) The local government may prepare a register of land within the Scheme area that is being used for a non-conforming use.
- (2) A register prepared by the local government must set out the following -
 - a. a description of each area of land that is being used for a non-conforming use;
 - b. a description of any building on the land;
 - c. a description of the non-conforming use; and
 - d. the date on which any discontinuance of the non-conforming use is noted.
- (3) If the local government prepares a register under subclause (1) the local government -
 - a. must ensure that the register is kept up-to-date; and
 - b. must ensure that an up-to-date copy of the register is published in accordance with clause 87 of the deemed provisions.
- (4) Subclause (3)(b) is an ongoing publishing requirement for the purposes of clause 87(5)(a) of the deemed provisions.
- (5) An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

PART 4 - GENERAL DEVELOPMENT STANDARDS AND REQUIREMENTS

25. Residential Design Codes (R-Codes)

- (1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) The local government must ensure that the R-Codes are published in accordance with clause 87 of the deemed provisions.
- (3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.
- (4) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (5) The R-Codes apply to an area if -
 - a. the area has a coding number superimposed on it in accordance with subclause (3); or
 - b. a provision of this Scheme provides that the R-Codes apply to the area.

26. Modification of R-Codes

- (1) There are no modifications to the R-Codes.

27. State Planning Policy 3.6 to be read as part of Scheme

- (1) State Planning Policy 3.6 - Development Contributions for Infrastructure, modified as set out in clause 28, is to be read as part of this Scheme.
- (2) The local government must ensure that State Planning Policy 3.6 is published in accordance with clause 87 of the deemed provisions.
- (3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

28. Modification of State Planning Policy 3.6

There are no modifications to State Planning Policy 3.6.

29. Other State planning policies to be read as part of Scheme

There are no other State planning policies that are to be read as part of the Scheme.

30. Modification of State planning policies

There are no modifications to a State planning policy that, under clause 29, is to be read as part of the Scheme.

31. Environmental conditions

There are no environmental conditions imposed under the *Environmental Protection Act 1986* that apply to this Scheme.

32. General development standards and requirements

- (1) This Scheme sets out standards and requirements relating to land use and development that are additional to those set out in the R-Codes, structure plans, local development plans or State or local planning policies as follows -

- a. the zone related site and development requirements in Part 3; and
 - b. the general site and development requirements are the subject of this clause.
- (2) To the extent that a standard or requirement referred to in subclause (1) is inconsistent with a standard or requirement in the R-Codes, a structure plan, a local development plan or a State or local planning policy the standard or requirement referred to in subclause (1) prevails.

32.1 Ancillary dwelling

- (1) In non-residential zones, an ancillary dwelling shall satisfy the following requirements:
- a. comply with the definition in Appendix 1 of Volume 1 of the *Residential Design Codes*;
 - b. not exceed a maximum floor area of 100m² measured from the external face of walls;
 - c. is designed and constructed to be compatible with the colour, roof pitch and materials of the single house; and
 - d. be sited within 100m of a single house unless justified to the satisfaction of the local government.
- (2) The existence of an ancillary dwelling does not constitute justification for the subdivision of the land.
- (3) In non-residential zones, the development of an ancillary dwelling is not permitted unless the local government has exercised its discretion by granting development approval.

32.2 Building envelopes

- (1) Where building envelopes have been identified in a structure plan or plan of subdivision, all buildings, structures and on-site effluent disposal systems shall be contained within the approved building envelope, unless otherwise determined by the local government.
- (2) The local government may approve an alternate or variation to a building envelope provided the environment, landscape character and the amenity of the land and locality are not adversely impacted.

32.3 Car parking

- (1) Car parking for land use is to be provided in accordance with the requirements below.
- | Use type | Minimum car parking spaces to be provided |
|----------------------|--|
| Commercial | 1 per 40m ² gross floor area |
| Industry | 1 per 100m ² gross floor area |
| Light Industry | 1 parking space for each person normally employed per use activity plus 1 visitor parking space per use activity |
| Recreation - private | At the discretion of the local government |
| Other uses | Per the R-Codes for residential land use, otherwise at the discretion of the local government |
- (2) Where a calculation made under subclause 1 results in a number which is not a whole number, the number of car parking spaces required shall be the next highest whole number.

- (3) On-site car parking shall be constructed and paved to the satisfaction of the local government and in accordance with the following standards unless determined otherwise by the local government -

| Parking angle | Width (m) | Length (m) | Separation/ Aisle (m) |
|---------------|-----------|------------|-----------------------|
| 45 degrees | 3.5 | 5.2 | 3.7 |
| 60 degrees | 2.8 | 5.6 | 5 |
| 90 degrees | 2.5 | 5.5 | 6.5 |

- (4) Landscaping shall be undertaken at a rate of 1 tree per every 10 car parking bays.
- (5) Where car parking requirements are to be determined by the local government, the number of car parking spaces required is to be determined by giving due regard to the –
- nature of the proposed development;
 - number of employees or others likely to be employed or engaged in the use(s) on the land;
 - anticipated demand for visitor car parking; and
 - orderly, proper and sustainable planning of the area.
- (6) If there are multiple land uses on any lot that operate at different times to each other, and the operating times will be permanent, the local government may approve a reduced number of car parking spaces to that specified in subclause (1) or otherwise agreed, on a reciprocal use basis.
- (7) Where the minimum on-site car parking requirements cannot be met on-site or reasonably be provided, and the lower number of car parking spaces would be adequate for the demands of the development, the local government may accept cash payments in lieu of the provision of car parking spaces, subject to the following requirements -
- the cash-in-lieu payment shall not be less than the estimated cost to the land owner or developer of providing and constructing the car parking spaces, associated accessways and landscaping, required by this Scheme, plus the value, as estimated by the local government of that area of land, which would have been occupied by the car parking spaces, accessways and landscaping; and
 - any cash-in-lieu monies required to be paid to the local government shall be paid into a reserve account established under the Local Government Act 1995 section 6.11 and are to be used for the provision of public car parking facilities anywhere within reasonable proximity to the subject land in respect of which a cash-in-lieu arrangement is made.
- (8) Where a land use or development involves the delivery or dispatch of goods of any kind, a loading and unloading area shall be provided, clear of the road or right-of-way as appropriate and the area shall be designed so that vehicles using this area can enter and leave in a forward direction unless otherwise approved by the local government.

32.4 Signage and advertising

- (1) All advertisements require an application for development approval, unless exempted by deemed provisions (Schedule 2) contained in the *Planning and Development (Local Planning Schemes) Regulations 2015* or in Schedule 2 – Exempted Signage and Advertisements in this Scheme.
- (2) Advertisements that advertise goods or services which are not produced, displayed or offered for sale, or which are otherwise not relevant to, the land upon which the advertisement is located, are prohibited.

- (3) Despite subclause (1) and (2), the local government will consider applications for development approval for advertisements on 'third party land' for a temporary period. The local government will have regard to the relevant local planning policy.

32.5 Development of land abutting an unconstructed road reserve

- (1) All development shall be provided with access to a constructed road.
- (2) The local government may waive the requirement of subclause 1 provided –
 - a. the landowner or applicant is prepared to contribute to the full or partial cost of road construction as determined by the local government; or
 - b. legal arrangements have been entered with the local government for permanent legal access to a constructed road.

32.6 Development of land to contain emissions

For land in the Rural, and Rural Residential zones, in addition to the relevant matters prescribed by clause 67(2) of the deemed provisions, the following development assessment matters shall apply -

- a. the relationship and compatibility of the development with existing or proposed land use or development in the locality and any buffer separation required as a result of emission impacts associated with the development; and
- b. the ability to contain any emissions associated with the development within the subject lot.

32.7 Development of land affected by natural hazards

- (1) Where a development is proposed on land, that in the opinion of local government may be impacted by flooding and/or inundation, the application for development approval shall include technical advice from an appropriately qualified practitioner to demonstrate that the development will not be adversely impacted by flood waters and/or inundation, or impact the free flow of floodwaters or inundation.
- (2) Where a development is proposed on land, that in the opinion of the local government is unstable, or has steep slopes necessitating excessive cut and fill, the application for development approval shall include geo-technical advice from an appropriately qualified practitioner of the foundation stability of the land relative to the proposed development.

32.8 Fencing

- (1) No boundary fences shall be constructed with the following materials:
 - a. asbestos; or
 - b. any second-hand materials.

32.9 Keeping of livestock

- (1) The local government may serve notice on the owner and/or occupier of land where necessary to reduce or eliminate adverse impacts on the amenity or environment caused wholly or partly by the stocking of animals.
- (2) Any costs incurred by the local government in taking action under subclause (1), shall be recoverable by the local government from the landowner.

32.10 Repurposed dwellings and second-hand dwellings

- (1) A repurposed or second-hand dwelling shall satisfy the following requirements -

- a. be in satisfactory condition in relation to roof pitch, window size, external cladding materials, enclosure of the sub-floor area, and that the dwelling or building will not, in the opinion of the local government, adversely affect the amenity of other properties in the immediate locality;
- b. any internal or external material containing asbestos fibres must be removed prior to the dwelling or building being transported within or into the scheme area; and
- c. be suitably affixed to the ground.

32.11 Servicing requirements

Reticulated sewerage and on-site effluent disposal -

- (1) Any development that is required to dispose of liquid domestic effluent shall be connected to the reticulated sewerage system or where not able to be connected to the sewerage system provided with an approved onsite effluent disposal system, in accordance with the Government Sewerage Policy. No dwelling shall be occupied without the prior approval and installation of such a disposal system.
- (2) The local government may require the use of alternative treatment unit effluent disposal systems in the following situations:
 - a. Where soil conditions are not conducive to the retention of nutrients;
 - b. In low lying areas;
 - c. In areas where there is a known high groundwater level;
 - d. In accordance with the Government Sewerage Policy.

32.12 Trees and vegetation establishment

- (1) The local government may require at the development stage, the planting of trees and/or vegetation of a species, extent and in locations determined by the local government on a lot in the following circumstances -
 - a. to replace trees and vegetation to be removed as a result of approved development works;
 - b. in respect of land substantially denuded of remnant trees and/or vegetation; and
 - c. in order to screen proposed development from surrounding properties.
- (2) In relation to privately owned land for which a conservation area is identified or designated on an approved Structure Plan or Conservation Management Plan, or equivalent approved plan identifying tree and vegetation planting and/or preservation, the local government may require implementation and management of planting in accordance with the provisions of an adopted local planning policy.

32.13 Water resource management and protection

- (1) Development proposals that may have potential to impact on the State's water resources may be referred to the relevant agencies for comment. Where relevant, the local government may require the applicant/operator to undertake appropriate pre-development and post development monitoring and undertake measures deemed appropriate by the local government to address water source management and protection issues.
- (2) In considering any development application which may have an impact on any waterway identified in an adopted local planning policy on waterway protection, including rivers, creeks, drainage lines, swamps and other wetlands, groundwater, or significant water-dependant ecosystems, the local government shall have regard to -
 - a. managing water balance;
 - b. maintaining and where possible enhancing water quality;
 - c. encouraging water conservation and water sensitive design;

- d. maintaining and where possible enhancing water related environmental values, recreational and cultural values.
 - e. the protection of vegetation corridors, agricultural production, and mitigation of erosion.
- (3) The local government may require that proponents to –
- a. prepare a foreshore management plan, drainage and nutrient management plans, strategy or other document to manage impacts of proposed development and subdivision;
 - b. appropriately implement the plan or strategy to the satisfaction of the local government; and
 - c. incorporate the requirements of bushfire management plans in localities where applicable.

32.14 Tree farms

- (1) Applications for development approval of tree farms are to include -
- a. submission of a plantation management plan in accordance with the protocol in the Code of Practice; and
 - b. provision and implementation of an adequate bushfire management plan to the satisfaction of the local government.
- (2) The following matters are to be considered when determining applications for development approval of tree farms -
- a. the *Code of Practice for Timber Plantations in Western Australia 2006* as amended from time to time ('Code of Practice');
 - b. the *Guidelines for Plantation Fire Protection* or subsequent document, as amended from time to time;
 - c. protection of existing water courses, impacts on stream flows and groundwater resources, vegetation corridors, agricultural production, and mitigation of wind erosion, waterlogging and salinity;
 - d. land use compatibility and the location of the tree farm in relation to land zoned and/or planned for residential, industrial and commercial uses;
 - e. the suitability of the current and future road network, particularly in regard to any future intended logging operations;
 - f. the objectives of the zone;
 - g. any resulting benefits in supplementing continued traditional agriculture on the land; and
 - h. any relevant Local Planning Policy adopted by the local government.

32.15 Workforce accommodation

- (1) In addition to the matters listed in clause 67 of the deemed provisions, in considering a development application for workforce accommodation the local government shall also have due regard for the following matters -
- a. the siting of the development to avoid land use conflict, including impacts associated with noise, dust, odour and light spill; and
 - b. facility design and use that integrates with surrounding areas where possible, or, if remote from a townsite, makes provision and/or access to recreation, entertainment and community services.

32.16 Resource recovery centres and waste storage or disposal facilities

- (1) In considering a development application for a resource recovery centre, waste disposal facility or waste storage facility, the local government shall have due regard for the following matters -

- a. facilities shall be located on a main road or on a road that is of a suitable standard and treatment, to accommodate significant increase in traffic volumes and freight tasks which may be generated by the proposal;
- b. facilities shall contain, or satisfactorily manage, potential environmental noise, amenity, water resource, and air quality impacts within the landholding without affecting nearby land uses;
- c. facilities shall not be visually dominant within key viewsheds, and should be visually compatible with surrounding land uses and development;
- d. facilities shall be provided with essential services commensurate with the intended land use.

32.17 Dwellings without reticulated mains water supply

- (1) Where a dwelling is proposed to be constructed on a lot which cannot be connected to a reticulated mains water supply, that dwelling shall be provided with -
 - a. sufficient roof catchment or other methods acceptable to the local government; and
 - b. the provision of a rainwater tank with a minimum capacity of 92,000 litres;

prior to occupation unless alternative arrangements are made to the satisfaction of the local government for a supply of potable water.
- (2) Where water supplies are required for fire-fighting purposes, a separate tank of at least 10,000 litres is provided per habitable building with a required connection for emergency vehicles.
- (3) Water supply tanks for firefighting purposes are to be provided with a metal 50mm male camlock coupling with full flow valve fitting.

32.18 Mining Operations

- (1) In considering proposals to commercially extract minerals, the local government may, in keeping with section 120 of the *Mining Act 1978*, exercise its discretion to inform the Minister for Mines and the Minister for Planning in writing that the granting of a mining lease or general purpose lease is contrary to the provisions of the Scheme and the Local Planning Strategy.

33. Site specific development standards and requirements

There are no additional site and development requirements that apply to this Scheme.

34. Variations to general development standards and requirements

- (1) In this clause general development standards and requirements means the standards and requirements set out in clauses 32 and 33.
- (2) The local government may approve an application for a development approval that does not comply with the general development standards and requirements.
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.
- (4) If the local government is of the opinion that the non-compliance with a general development standard and requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must -

- a. consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64(4) of the deemed provisions; and
 - b. have regard to any expressed views prior to making its determination to grant development approval under this clause.
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that -
 - a. approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67(2) of the deemed provisions; and
 - b. the non-compliance with the general development standard and requirement will not have a significant adverse effect on the occupiers or users of the development the inhabitants of the locality or the likely future development of the locality.
- (6) Where two or more uses are combined in a single development, the development shall comply with the general development standards and requirements for each use respectively, or where such general development standards and requirements are deemed by the local government to be inappropriate in the particular circumstances, to such general development standards and requirements as the local government shall determine, subject to the provisions of subclauses (4) and (5).

35. Restrictive covenants

- (1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.
- (2) If subclause (1) operates to extinguish or vary a restrictive covenant -
 - a. development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and
 - b. the local government must not grant development approval for the construction of the residential dwelling unless it advertises the application for development approval in accordance with clause 64 of the deemed provision

36. Notification of site and development requirements

- (1) The local government may request the Western Australian Planning Commission, at the time of an application for subdivision of any land in the Scheme area, to impose a condition on approval of subdivision which requires the owner of the land to make arrangements to the satisfaction of the Commission and the local government to ensure that prospective purchasers are informed of provisions of the Scheme relating to site and development requirements applying to the land.

PART 5 - SPECIAL CONTROL AREAS

37. Special control areas

Table 3
Special control areas in Scheme area

| Name of area | Purpose | Objectives | Additional provisions |
|---|--|--|--|
| SCA1 – Infrastructure Area – Waste Water Treatment Plant Buffer | To identify land impacted by odour from the waste water treatment plant in accordance with the <i>Environmental Protection Authority Guidance Statement No. 3 – Separation Distances Between Industrial and Sensitive Land Uses</i> (June 2005). | <ul style="list-style-type: none"> a. To ensure that adequate separation distances are maintained between the waste water treatment plant and residential or other sensitive land uses in order to manage any risks to public health or the environment. b. To ensure that public health and environmental impacts from waste water treatment plant emissions are acceptable and meet the relevant regulations and standards beyond the boundary of the Waste Water Treatment Plant Buffer. c. To provide for compatible land uses within the buffer. | <ul style="list-style-type: none"> 1. Development and/or use of premises for the purposes of residential or other sensitive land use is not permitted within the waste water treatment plant buffer area, unless the local government has exercised its discretion by granting development approval after advertising in accordance with clause 64 of the deemed provisions. 2. Applications for development approval to permit a residential or other sensitive land use within the water treatment buffer area must be accompanied by a risk management assessment, which is to be prepared by a suitably qualified person to the specifications and satisfaction of the local government in consultation with the relevant public authority. 3. In considering any development application, the local government shall have regard to - <ul style="list-style-type: none"> a. the Water Corporation's advice in relation to compatible land uses within SCA1; and b. the potential odour impact of the wastewater treatment plant and whether the proposal is compatible with the existing and proposed future use of the plant, and c. the requirements of the <i>Environmental Protection Act 1986</i> and Schedule 1 of the <i>Environmental Protection Regulations 1987</i>. |

PART 6 - TERMS REFERRED TO IN SCHEME

38. Terms and Land Use Terms

- (1) If this Scheme refers to a word or expression or class of land use which is listed in this provision, the meaning of that word or expression or class of land use is as follows-

Dam shall have the same meaning as prescribed in *State Planning Policy 2.9 Planning for Water*;

Hosted accommodation means a dwelling or ancillary dwelling, or a portion thereof, used for short-term accommodation, with a permanent resident who is present overnight for the duration of the stay either in the dwelling or ancillary dwelling;

Independent living complex means development with self-contained, independent dwellings for aged or dependent persons together with communal amenities and facilities for residents and staff that are incidental and ancillary to the provision of such accommodation, but does not include a development which includes these features as a component of a residential aged care facility;

Industry - cottage means a trade or light industry which does not fall within the definition of a home occupation and which -

- a. does not cause injury to or adversely affect the amenity of the neighbourhood;
- b. where operated in a residential zone, does not employ any person other than a member of the occupier's household;
- c. is conducted in an outbuilding which is compatible with the principle uses to which land in the zone in which it is located may be put;
- d. does not occupy an area in excess of 50m²; and
- e. does not display a sign exceeding 0.2m² in area;

Industry – rural means premises used for industry that -

- a. supports and/or is associated with primary production; or
- b. services plant or equipment used in primary production;

Nature based park means premises used for a nature based park as defined in the *Caravan Parks and Camping Grounds Regulations 1997*;

Renewable energy facility means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary;

Repurposed dwelling means a building or structure not previously used as a single house which has been repurposed for use as a dwelling;

Residential aged care facility means a residential facility providing personal and/or nursing care primarily to people who are frail and aged or dependent persons which, as well as accommodation, includes:

- a. appropriate staffing to meet the nursing and personal care needs of residents;
- b. meals and cleaning services;
- c. furnishings, furniture and equipment.

This may consist of multiple components that include communal amenities and land uses for residents and staff that are incidental and ancillary to the provision of such

accommodation, residential respite (short term) care and an independent living complex, but does not include a hospital, rehabilitation or psychiatric facility;

Second hand dwelling means a dwelling that has been in a different location, and has been dismantled and transported to another location, but does not include a modular home or transportable dwelling;

Wayside stall means a stall located adjacent to a street in which only fruit, vegetables and artefacts grown, produced or made on the land are sold or offered for sale;

- (2) Where not listed in subclause (1) a word or expression or class of land use shall have the same meaning as it has in the *Planning and Development Act 2005* (amended); or R-Codes (amended); or *Planning and Development (Local Planning Schemes) Regulations 2015* (amended).
- (3) In the event of an inconsistency between a class of land use by way of a different name and/or different definition, if in the opinion of the responsible authority a land use name and/or definition in subclause (2) is equivalent to a land use name in the zoning table or name and/or definition in subclause (1) then the equivalent land use name and/or definition in subclause (2) shall prevail and the permissibility in the zoning table shall apply for that equivalent land use name.
- (4) If in the opinion of the responsible authority there is no equivalent land use name and/or definition in subclause (2) to apply, the land use may be considered as a use that cannot reasonably be determined as falling within a use class referred to in the zoning table and determined in accordance with subclause 18(4) of this Scheme.

SCHEDULE A – SUPPLEMENTAL PROVISIONS TO THE DEEMED PROVISIONS

These provisions are to be read in conjunction with the deemed provisions Schedule 2 clause 61 contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Clause 61(1) Development for which Development Approval Not Required

Development approval is not required for works if -

- a. the works are of a class specified in Column 1 of an item in Table 4; and
- b. if conditions are set out in Column 2 of Table 4 opposite that item - all of those conditions are satisfied in relation to the works.

| Table 4 – Supplemental provisions relating to works | | |
|--|---|---|
| | Column 1 Works | Column 2 Conditions |
| 21 (1) | The erection, installation or demolition of a sign or advertisement of a class specified in Schedule 2. | (a) The sign or advertisement complies with the applicable provisions of Schedule 2. (b) The sign or advertisement is not erected or installed within 1.5m of an part of a crossover or street truncation. (c) The works are not located in a heritage-protected place. |
| 21 (2) | The erection of or installation of, or alterations to or additions to, any of the following on a lot in the Rural or Rural Residential zone: (a) a windmill; (b) a bore; (c) a well; (d) a water tank; (e) a dam; (f) boundary wall or fence. | (a) The water tank is not visible from the lot road frontage or if visible, it is to be treated to be compatible in its setting to the satisfaction of the local government. (b) Where a building envelope applies, the water tank is located entirely within the building envelope. (c) The dam is incidental to a permitted or approved rural land use and the external foot of the dam including the stored water is further than 5 metres from boundaries of the subject lot. (d) The works are not located in a heritage-protected place. (e) The works comply with the development provisions of this Scheme for that zone. (f) The boundary wall or fence is of rural construction comprising stock proof wire or ring-lock fencing with timber posts to a maximum height of 1.2m above the natural ground level. |
| 21(3) | The installation, maintenance or repair works for and of any of the following for domestic or rural purposes – (a) Service ducts; (b) Cables; (c) Pipes; (d) Conduits. | (a) The works are not located in a heritage-protected place. |

| | | |
|-------|--|--|
| 21(4) | The erection of, or alterations or additions to, a single house on a lot. | <ul style="list-style-type: none"> (a) The single house is a permitted (P) use on the lot in the zone where the R-Codes do not apply. (b) The works comply with the development provisions of this Scheme for that zone. (c) The works are not located in a heritage-protected place. (d) The works are not in a vegetation protection area, landscape protection area, conservation area identified in an approved structure plan, local development plan or management plan. (e) The works do not require access from an unconstructed road. (f) In the case of erection of a single house, the development is not located in a Bushfire Prone Area as defined by DFES Map of Bushfire Prone Areas. (g) In the case of erection of a single house in the Rural Residential zone, the house is not constructed of materials that are wholly or predominantly second-hand, re-used, damaged or corrugated iron. |
| 21(5) | <p>The erection of, or installation of, or alterations to, or additions to, any of the following on the same lot as a single house –</p> <ul style="list-style-type: none"> (a) an outbuilding; (b) an external fixture; (c) a boundary wall or fence; (d) a patio; (e) a pergola; (f) a verandah; (g) a deck; (h) a garage; (i) a carport; (j) a swimming pool; (k) shade sails. | <ul style="list-style-type: none"> (a) The single house is a permitted 'P' use in the zone where the R-Codes do not apply. (b) The works comply with the development provisions of this Scheme for that zone. (c) The works comply with an adopted Local Planning Policy. (d) The works are not located in a heritage-protected place. (e) The works are not within 100m of a watercourse. (f) The works are not within land prone to flooding. (g) The works do not require access from an unconstructed road or that is not a gazetted road reserve. |
| 21(6) | Domestic animal enclosures | <ul style="list-style-type: none"> (a) For domestic animal enclosures where those enclosures occupy no more than 5% of the lot area or 50m², whichever is the lesser. |
| 21(7) | The erection of a boundary or front fence. | <ul style="list-style-type: none"> (a) The works are not located in a heritage-protected place. (b) The works are consistent with the Residential Design Codes deemed-to-comply requirements (if subject to the R-Codes). (c) The work is consistent with a Local Planning Policy. |

Clause 61(2) Development approval is not required for the following uses if –

- a. the use is of a class specified in Column 1 of an item in Table 5;
- b. if conditions are set out in Column 2 of Table 5 opposite that item - all of those conditions are satisfied in relation to the use.

| Table 5 – Supplemental provisions relating to use | | |
|--|---|---|
| | Column 1 - Use | Column 2 - Conditions |
| (1) | A use that is wholly located on land identified as a local reserve under this Scheme. | (a) The land is owned or vested in the local government or a public authority. (b) For a purpose for which the land is reserved under this Scheme. (c) For any purpose for which the land may be lawfully used by the local government or public authority. |
| (2) | Rural Pursuit/Hobby Farm | (a) No conditions in rural zones. (b) Where the keeping of stock is for small scale domestic purposes, such as vegetation maintenance, egg production, aviaries etc. (c) The use is consistent with the Shire's Health Local Law. |

**SCHEDULE 1 –
SPECIFIED ADDITIONAL USES FOR ZONED LAND IN SCHEME AREA**

| No. | Description of land | Additional use | Requirements |
|------------|--------------------------------------|-----------------------|---|
| A1 | Lots 1 and 3 Albany Highway, Kojonup | Transport depot | <p>1. All development of the premises for transport depot uses shall be generally in accordance with the adopted Concept Site Plan (DWG SK1 Dated Aug 08) or any minor variation approved by the local government. Minor additional uses may be permitted by the Shire of Kojonup if it is satisfied that the use is incidental and ancillary to the predominant transport depot use.</p> <p>2. Compliance with the Main Roads WA requirements regarding the crossover and drainage of the site.</p> <p>3. No access/egress or use of Partridge Street for any transport depot activities is permitted.</p> <p>4. The transport depot operator is responsible to ensure that all activities on the premises are undertaken in such a manner that minimises any potential adverse impacts on neighbouring properties, especially noise and dust to the satisfaction of the Shire of Kojonup and other relevant agencies including the Department of Environment, Water and Regulation and Department of Health. Should problems occur with the operation of the transport depot resulting in noise, dust</p> |

| | | | |
|--|--|--|---|
| | | | <p>or similar emissions adversely affecting neighbouring properties, local government will require the operator to undertake all necessary action(s) to ensure the emission is abated.</p> <p>5. The future use of the premises on Lot 1 and Lot 3 for commercial or residential uses will require the cessation of the transport depot activities as determined by the local government.</p> <p>6. The use of adjoining Lot 2 for residential purposes is recognised by the local government.</p> <p>7. No addition or expansion of the grain handling area (i.e. silos) or seed cleaning or drying is permitted without the prior written consent of the local government.</p> <p>8. Fuel storage shall be the subject of a separate development consent application and shall be developed in accordance with the relevant standards and requirements.</p> <p>9. Stormwater drainage of the site shall be in accordance with an overall Drainage Management Plan prepared by the operators to show collection and disposal of stormwater to the satisfaction of the local government.</p> <p>10. In recognition of the temporary nature of</p> |
|--|--|--|---|

| | | | |
|--|--|--|---|
| | | | <p>the Additional Use, a person shall not commence or carry out the Additional Use without having first applied for and obtained the development consent of the local government under the scheme. In granting development approval, the local government may set a time period from which any development approval shall cease to have effect. Upon application made to it within the time period set by the local government, the local government may grant an extension of time to an approved period.</p> <p>11. The transport operator shall, to the satisfaction of the local government -</p> <p>(a) Establish a program for the provision of information to the neighbouring properties about emissions from the use;</p> <p>(a) Establish procedures for responding to any complaints received regarding operation of the use;</p> <p>(c) Identify actions, procedures and where necessary a timetable for the ongoing reduction of any impacts on the neighbouring properties;</p> |
|--|--|--|---|

**SCHEDULE 2 –
SIGNS/ADVERTISEMENTS FOR WHICH DEVELOPMENT APPROVAL
NOT REQUIRED**

| LAND USE AND/OR DEVELOPMENT | SIGNS/ADVERTISEMENTS [subject to Schedule A clause 61(9)(1) item 21.(1)] Applies to non-illuminated signs unless otherwise stated | MAXIMUM SIZE/AREA |
|--|--|---|
| dwelling | One professional name-plate. | 0.2m ² |
| home business | One advertisement sign describing the nature of the home business. | 1.0m ² |
| place of worship, club premises, community purpose, civic use | One advertisement sign detailing the function, and/or the activities of the institution concerned. | 2.0m ² |
| cinema, theatre | A maximum of two advertisement signs (illuminated or non-illuminated) detailing the entertainment being presented from time to time at the venue upon which the advertisement signs are displayed. | Each advertisement sign shall not exceed 5m ² |
| shop, bulky goods showroom and other uses appropriate to a shopping area | All advertisement signs affixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5m from the ground floor level of the building, subject to compliance with the requirements of the Signs Hoarding and Bill Posting Bylaws. | No maximum size/area |
| industrial, warehouse/storage | A maximum of four advertisement signs applied to or affixed to the walls of the building but not projecting above the eaves or the ridge of the roof of the building. A maximum of two free-standing advertisement signs not exceeding 5m in height above ground floor level. | Total area of any such advertisement signs, shall not exceed 15m ² Total area of the advertisement signs shall not exceed 10m ² and individual advertisement sign shall not exceed 6m ² |
| recreation-private | All advertisement signs provided that, in each case, the advertisement sign is not visible from outside the complex or facility either from other private and/or from public places and streets. | No maximum size/area |

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| public places and reserves | <p>(a) Advertisement signs (illuminated and non-illuminated) relating to the functions of Government department, a public authority or local government excluding those of a promotional nature constructed or exhibited by, or on behalf of any such body.</p> <p>(b) Advertisement signs (illuminated and non-illuminated) required for the management or control of traffic on any public road, car park, cycleway, public walkway or thoroughfare, railway or waterway or other public infrastructure where such advertisement has been constructed or exhibited by or at the direction of a Government department, a public authority or the local government.</p> <p>(c) Advertisement signs (illuminated and non-illuminated) required to be exhibited by or pursuant to any act, statute, regulation or similar instrument provided that any such advertisement sign is constructed and/or exhibited strictly in accordance with the requirements, if any specified in the applicable act, statute, regulation or instrument.</p> | <p>(a) No maximum size/area</p> <p>(b) No maximum size/area</p> <p>(c) No maximum size/area</p> |
| railway property and reserves | Advertisement signs exhibited on such land provided that the advertisement sign relates to the railway functions of the property or reserve. | No advertisement sign shall exceed 2m ² in area |
| advertisements within buildings | All advertisement signs placed or displayed within a building and not visible to a person outside of the building. | No maximum size/area |
| all classes of buildings other than those specifically referenced in this Schedule | One advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof. | 0.2m ² |
| <u>building construction sites</u> advertisement signs displayed only for the duration of construction as follows – a) dwellings b) shops, commercial and industrial properties c) large development or redevelopment projects involving shopping centres, offices or other buildings exceeding 3 storey's in height | <p>One advertisement sign per street frontage containing details of the project and the contractors undertaking the construction work.</p> <p>(a) One advertisement sign as for a) above. (b) One advertisement sign as for a) above. (c) One additional advertisement sign showing the name of the project builder.</p> | <p>(a) 2m² (b) 5m² (c) 10m² (d) 5m²</p> |
| <u>property transactions</u> advertisement signs displayed for the duration of the period over which property transactions are offered and negotiated as follows – a) dwellings b) shops, commercial and industrial properties | <p>(a) One advertisement sign per street frontage for each property relating to the sale, leasing or impending auction of the property at or upon which the advertisement sign is, or the advertisement signs are displayed.</p> <p>(b) One advertisement sign as for a) above. (c) One advertisement sign as for a) above.</p> | <p>(a) Each advertisement sign shall not exceed an area of 2m²</p> <p>(b) Each advertisement sign shall not exceed an area of 5m²</p> |

| | | |
|--|--|--|
| c) large development or redevelopment projects involving shopping centres, offices or other buildings exceeding 3 storey's in height and rural properties in excess of 5ha | | (c) Each advertisement sign shall not exceed an area of 10m ² |
| <u>display homes</u> advertisement signs displayed for the period over which homes are on display for public inspection | a) one advertisement sign for each dwelling on display. b) In addition to a) above one advertisement sign for each group of dwellings displayed by a single project builder giving details of the project building company and details of the range of dwellings on display. | (a) 2m ² (b) 5m ² |
| sale of goods or livestock | One advertisement sign per lot displayed for a period not exceeding 3 months advertising the sale of goods or livestock upon any and/or within any building upon which the advertisement sign is exhibited provided that the use of the land for that purpose is permitted or approved under the Scheme. | 2m ² |

COUNCIL ADOPTION FOR ADVERTISING

Adopted for advertising by resolution of the Council of the Shire of Kojonup at the Ordinary Meeting of the Council held on the

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDED/SUBMITTED FOR APPROVAL

Supported for submission to the Minister for Planning for approval by resolution of the Shire of Kojonup at the Ordinary Meeting of the Council held on the
and the Common Seal of the Shire of Kojonup was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDED/SUBMITTED FOR APPROVAL

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

DATE.....

APPROVAL GRANTED

.....
MINISTER FOR PLANNING
S.87 OF THE *PLANNING AND DEVELOPMENT ACT 2005*

DATE.....



Western Australia

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development (Local Planning Schemes) Regulations 2015

Contents

Part 1 — Preliminary

| | | |
|-----|--|---|
| 1. | Citation | 1 |
| 2. | Commencement | 1 |
| 3. | Terms used | 1 |
| 3A. | Excluded holiday period days not counted in time periods | 2 |
| 4. | Authorised persons | 2 |
| 5. | Provision of documents to the Commission | 3 |
| 6. | Scheme in respect of Crown land | 3 |
| 7. | Scheme by order of Minister | 3 |

Part 2 — Elements of local planning schemes

| | | |
|------|--|---|
| 8. | Contents of local planning scheme | 4 |
| 9. | Defining area of local planning scheme | 4 |
| 10. | Local planning scheme text | 4 |
| 10A. | Review of Schedule 2 Part 10B | 6 |

Part 3 — Local planning strategies

| | | |
|-----|---|----|
| 11. | Requirement for local planning strategy for local planning scheme | 7 |
| 12. | Certification of draft local planning strategy | 7 |
| 13. | Advertising and notifying local planning strategy | 8 |
| 14. | Consideration of submissions | 9 |
| 15. | Endorsement by Commission | 10 |
| 16. | Publication of endorsed local planning strategy | 10 |

Contents

- | | | |
|-----|---------------------------------------|----|
| 17. | Amendment to local planning strategy | 10 |
| 18. | Revocation of local planning strategy | 11 |

**Part 4 — Preparation or adoption of
local planning scheme**

**Division 1 — Proposal to prepare or adopt local
planning scheme**

- | | | |
|-----|---------------------------------------|----|
| 19. | Resolution to prepare or adopt scheme | 12 |
| 20. | Notification of resolution | 12 |

**Division 2 — Process for advertisement and
submission of local planning scheme**

- | | | |
|------|--|----|
| 21. | Resolution to seek approval to advertise local planning scheme and provision of scheme to Commission | 13 |
| 21A. | Submission of local planning scheme for advertising approval | 14 |
| 21B. | Modifications to local planning scheme submitted for approval to advertise | 15 |
| 22. | Advertisement of local planning scheme | 15 |
| 23. | Land owner may be required to pay costs of publication | 17 |
| 24. | Submissions on local planning scheme | 17 |
| 25. | Consideration of submissions | 17 |
| 26. | Local government may advertise proposed modifications to local planning scheme | 19 |
| 27. | Incorporation of environmental conditions | 20 |
| 28. | Provision of local planning scheme and documents to Commission | 21 |
| 29. | Commission to submit local planning scheme and documents to Minister | 22 |
| 30. | Minister or authorised person may direct modifications to local planning scheme be advertised | 23 |

**Division 3 — Giving effect to decision on local
planning scheme**

- | | | |
|-----|--|----|
| 31. | Decision by Minister to refuse to approve local planning scheme | 24 |
| 32. | Decision by Minister to require modification of local planning scheme | 24 |

| | | |
|------|---|----|
| 32A. | Decision by Minister to approve local planning scheme | 25 |
| 32B. | Certified copy of local planning scheme | 25 |
| 33. | Advertisement of approved local planning scheme | 25 |

Part 5 — Amending local planning scheme

Division 1 — Preliminary

| | | |
|------|---|----|
| 34. | Terms used | 27 |
| 35. | Resolution to prepare or adopt amendment to local planning scheme | 30 |
| 35A. | Amendment to local planning scheme affecting area to which structure plan relates | 31 |
| 36. | Landowner may request Commission's advice on type of amendment | 31 |

Division 2 — Process for complex amendments to local planning scheme

| | | |
|------|---|----|
| 37. | Resolution to seek approval to advertise complex amendment and provision of amendment to Commission | 32 |
| 37A. | Submission of complex amendment for advertising approval with recommendation | 33 |
| 37B. | Modifications to complex amendment submitted for approval to advertise | 34 |
| 38. | Advertisement of complex amendment | 34 |
| 39. | Land owner may be required to pay costs of publication | 36 |
| 40. | Submissions on complex amendment | 36 |
| 41. | Consideration of submissions on complex amendments | 36 |
| 42. | Local government may advertise proposed modifications to complex amendment | 38 |
| 43. | Incorporation of environmental conditions | 39 |
| 44. | Provision of complex amendment and documents to Commission | 40 |
| 45. | Commission to submit complex amendment and documents to Minister | 42 |

Contents

| | | |
|------|--|----|
| 46. | Minister or authorised person may direct modifications to complex amendment be advertised | 43 |
| | Division 3 — Process for standard amendments to local planning scheme | |
| 46A. | Resolution to seek approval to advertise standard amendment and provision of amendment to Commission | 43 |
| 46B. | Submission of standard amendment for advertising approval | 44 |
| 46C. | Modifications to standard amendment submitted for approval to advertise | 45 |
| 47. | Advertisement of standard amendment | 46 |
| 48. | Land owner may be required to pay costs of publication | 47 |
| 49. | Submissions on standard amendment | 47 |
| 50. | Consideration of submissions on standard amendments | 48 |
| 51. | Local government may advertise proposed modifications to standard amendment | 49 |
| 52. | Incorporation of environmental conditions | 51 |
| 53. | Provision of standard amendment and documents to Commission | 51 |
| 55. | Commission to submit standard amendment and documents to Minister | 53 |
| 56. | Minister or authorised person may direct modifications to standard amendment be advertised | 54 |
| | Division 4 — Process for basic amendments to local planning scheme | |
| 57. | Basic amendment not required to be advertised | 55 |
| 58. | Basic amendment to be provided to Commission | 55 |
| 59. | Commission may direct amendment be treated as complex or standard amendment | 56 |
| 60. | Commission to submit basic amendment to Minister | 56 |
| 61. | Minister or authorised person may direct basic amendment be advertised | 57 |

| | | |
|------|---|----|
| | Division 5 — Giving effect to decision on amendment to local planning scheme | |
| 62. | Decision by Minister to refuse to approve amendment to local planning scheme | 57 |
| 63. | Decision by Minister to require modification of amendment to local planning scheme | 58 |
| 63A. | Decision by Minister to approve amendment to local planning scheme | 59 |
| 63B. | Certified copy of amendment to local planning scheme | 59 |
| 64. | Advertisement of approved amendment to local planning scheme | 59 |
| | Part 6 — Review and consolidation of local planning schemes | |
| | Division 1 — Review of local planning scheme | |
| 65. | Review of local planning scheme | 61 |
| 66. | Report of review | 61 |
| 67. | Decision of Commission | 63 |
| | Division 2 — Consolidation of local planning schemes | |
| 68. | Consolidation of local planning schemes | 64 |
| 69. | Amendment of local planning scheme arising from consolidation | 64 |
| | Part 7 — Development contribution plans | |
| 70. | Development contribution area | 65 |
| 71. | Development contribution plan | 65 |
| 72. | Development contribution area and plans are complex amendments | 66 |
| 73. | Effect of development contribution plan | 66 |
| | Part 8 — Miscellaneous | |
| 74. | Expenses of environmental review | 67 |
| 75. | Compensation | 69 |
| 76. | Transitional arrangements for replacement local planning schemes | 69 |

Contents

| | | |
|---|--|----|
| 76A. | Requirements for making documents available to public | 69 |
| 76B. | Commission may approve varied requirements for publication of documents | 71 |
| Part 9 — Repeal and transitional provisions | | |
| Division 1 — Transitional provisions for <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> | | |
| 77. | Terms used | 73 |
| 78. | <i>Town Planning Regulations 1967</i> repealed | 73 |
| 79. | Planning instruments continued | 73 |
| 80. | Planning instruments in course of preparation | 74 |
| 81. | Development applications | 75 |
| Division 2 — Transitional provisions for <i>Planning Regulations Amendment Regulations 2020</i> | | |
| 82. | Advertising processes in progress on commencement day | 75 |
| Division 3 — Transitional provisions for <i>Planning and Development (Local Planning Schemes) Amendment Regulations 2024</i> | | |
| 83. | Term used: former Act | 77 |
| 84. | Provision of local planning scheme that applies State planning policy of no effect | 77 |
| Schedule 1 — Model provisions for local planning schemes | | |
| Part 1 — Preliminary | | |
| 1. | Citation | 78 |
| 2. | Commencement | 78 |
| 3. | Scheme revoked | 78 |
| 4. | Notes do not form part of Scheme | 78 |
| 5. | Responsibility for Scheme | 78 |
| 6. | Scheme area | 79 |
| 7. | Contents of Scheme | 79 |
| 8. | Purposes of Scheme | 79 |

| | | |
|-----|--|-----|
| 9. | Aims of Scheme | 80 |
| 10. | Relationship with local laws | 80 |
| 11. | Relationship with other local planning schemes | 80 |
| 12. | Relationship with region planning scheme | 81 |
| | Part 2 — Reserves | |
| 13. | Regional Reserves | 81 |
| 14. | Local reserves | 81 |
| 15. | Additional uses for local reserves | 84 |
| | Part 3 — Zones and use of land | |
| 16. | Zones | 85 |
| 17. | Zoning table | 90 |
| 18. | Interpreting zoning table | 90 |
| 19. | Additional uses | 92 |
| 20. | Restricted uses | 93 |
| 21. | Special use zones | 94 |
| 22. | Non-conforming uses | 94 |
| 23. | Changes to non-conforming use | 95 |
| 24. | Register of non-conforming uses | 96 |
| | Part 4 — General development requirements | |
| 25. | R-Codes | 97 |
| 26. | Modification of R-Codes | 97 |
| 29. | Other planning codes to be read as part of Scheme | 98 |
| 30. | Modification of planning codes | 98 |
| 31. | Environmental conditions | 98 |
| 32. | Additional site and development requirements | 99 |
| 33. | Additional site and development requirements for areas covered by structure plan or local development plan | 100 |
| 34. | Variations to site and development requirements | 101 |
| 35. | Restrictive covenants | 102 |
| | Part 5 — Special control areas | |
| 36. | Special control areas | 103 |
| | Part 6 — Terms referred to in Scheme | |
| | Division 1 — General definitions used in Scheme | |
| 37. | Terms used | 104 |
| | Division 2 — Land use terms used in Scheme | |
| 38. | Land use terms used | 105 |

**Schedule 2 — Deemed provisions for
local planning schemes**

Part 1 — Preliminary

| | | |
|-----|---|-----|
| 1. | Terms used | 119 |
| 1A. | Heritage-protected places | 128 |
| 1B. | Development taken to comply with deemed-to-comply provision of R-Codes | 129 |
| 1C. | Excluded holiday period days not counted in time periods | 129 |

Part 2 — Local planning framework

Division 1 — Local planning strategy

| | | |
|----|-------------------------|-----|
| 2. | Local planning strategy | 129 |
|----|-------------------------|-----|

Division 2 — Local planning policies

| | | |
|----|--|-----|
| 3. | Local planning policies | 130 |
| 4. | Procedure for making local planning policy | 130 |
| 5. | Procedure for amending local planning policy | 132 |
| 6. | Revocation of local planning policy | 132 |

Part 3 — Heritage protection

| | | |
|------|---|-----|
| 7. | Terms used | 132 |
| 8. | Heritage list | 133 |
| 9. | Designation of heritage areas | 134 |
| 10. | Heritage agreements | 136 |
| 11. | Heritage assessment | 136 |
| 12. | Variations to local planning scheme provisions for heritage purposes | 136 |
| 13. | Heritage conservation notice | 137 |
| 13A. | Heritage list and heritage areas under former Scheme | 138 |

Part 4 — Structure plans

| | | |
|-----|---|-----|
| 14. | Terms used | 139 |
| 15. | When structure plan may be prepared | 139 |
| 16. | Preparation of structure plan | 140 |
| 17. | Action by local government on receipt of application | 141 |
| 18. | Advertising structure plan | 142 |
| 19. | Consideration of submissions | 143 |
| 20. | Local government report to Commission | 144 |
| 21. | Cost and expenses incurred by local government | 145 |

| | | |
|------|---|-----|
| 22. | Decision of Commission | 145 |
| 23. | Further services or information from local government | 146 |
| 24. | Structure plan may provide for later approval of details of subdivision or development | 147 |
| 25. | Review | 147 |
| 26. | Publication of structure plan approved by Commission | 147 |
| 27. | Effect of structure plan | 148 |
| 28. | Duration of approval | 148 |
| 29. | Amendment of structure plan | 149 |
| 29A. | Revocation or amendment of structure plan resulting from scheme amendment | 149 |
| | Part 6 — Local development plans | |
| 46. | Term used: local development plan | 150 |
| 47. | When local development plan may be prepared | 150 |
| 48. | Preparation of local development plan | 151 |
| 49. | Action by local government on receipt of application | 151 |
| 50. | Advertising of local development plan | 152 |
| 51. | Consideration of submissions | 153 |
| 52. | Decision of local government | 154 |
| 53. | Local development plan may provide for later approval of details of development | 155 |
| 54. | Review | 155 |
| 55. | Publication of local development plan approved by local government | 156 |
| 56. | Effect of local development plan | 156 |
| 57. | Duration of approval | 156 |
| 58. | Revocation of local development plan | 157 |
| 59. | Amendment of local development plan | 157 |
| | Part 7 — Requirement for development approval | |
| 60. | Requirement for development approval | 157 |
| 61. | Development for which development approval not required | 158 |
| 61A. | Advice by local government that development approval not required for erection of, or alterations or additions to, single house | 173 |

Contents

| | | |
|------|---|-----|
| | Part 8 — Applications for development approval | |
| 62. | Form of application | 174 |
| 63. | Accompanying material | 176 |
| 63A. | Action by local government on receipt of application | 178 |
| 64. | Advertising applications | 178 |
| 64A. | Applicant for development approval may be required to pay costs of advertising or erect signs | 181 |
| 65. | Subsequent approval of development | 181 |
| | Part 9 — Procedure for dealing with applications for development approval | |
| 65A. | Local government may request additional information or material | 182 |
| 65B. | Applicant may agree to or refuse request for additional information or material | 182 |
| 66. | Consultation with other authorities | 183 |
| 67. | Consideration of application by local government | 184 |
| 68. | Determination of applications | 187 |
| 69. | Application not to be refused if development contribution plan not in place | 188 |
| 70. | Form and date of determination | 188 |
| 71. | Commencement of development under development approval | 189 |
| 72. | Temporary development approval | 189 |
| 73. | Scope of development approval | 189 |
| 74. | Approval subject to later approval of details | 190 |
| 75. | Time for deciding application for development approval | 190 |
| 76. | Review of decisions | 191 |
| 77. | Amending or cancelling development approval | 191 |
| | Part 9A — Provisions about car parking | |
| | Division 1 — General | |
| 77A. | Terms used | 192 |
| 77B. | Development to which this Part applies | 193 |
| 77C. | Parking space shortfall for development | 193 |
| 77D. | Variation of minimum on-site parking requirement in relation to development | 194 |

| | | |
|------|---|-----|
| 77E. | Development that does not comply with applicable minimum on-site parking requirement | 195 |
| 77F. | Imposition of both payment in lieu of parking condition and shared parking arrangement condition | 195 |
| | Division 2 — Payment in lieu of provision of car parking spaces | |
| 77G. | When payment in lieu of parking condition may be imposed | 196 |
| 77H. | Payment in lieu of parking condition | 197 |
| 77I. | Application of money paid under payment in lieu of parking condition | 198 |
| 77J. | Payment in lieu of parking plan | 200 |
| 77K. | Advertising payment in lieu of parking plan | 200 |
| 77L. | Publication of payment in lieu of parking plan | 201 |
| 77M. | Procedure for amending payment in lieu of parking plan | 202 |
| 77N. | Duration of payment in lieu of parking plan | 202 |
| 77O. | Payment in lieu of parking plan ceasing to be in effect when money has not been applied | 203 |
| | Division 3 — Shared parking arrangements | |
| 77P. | When shared parking arrangement condition may be imposed | 204 |
| 77Q. | Shared parking arrangement condition | 204 |
| | Part 10A — Bushfire risk management | |
| 78A. | Terms used | 206 |
| 78B. | Application of Part to development | 207 |
| 78C. | Determining whether development site is in a bushfire prone area | 208 |
| 78D. | Proposed development in a bushfire prone area | 208 |
| 78E. | Matters to be considered for development approval | 209 |
| 78F. | Transitional provisions for sites in new bushfire prone areas | 209 |
| 78G. | Transitional provisions relating to <i>Planning and Development (Local Planning Schemes) Amendment Regulations 2015</i> | 210 |

Contents

| | | |
|------|---|-----|
| | Part 10B — Exemptions from planning requirements for state of emergency | |
| 78H. | Minister may issue notice of exemption from planning requirements in state of emergency | 211 |
| 78I. | Process for issuing notice under cl. 78H | 213 |
| 78J. | Coming into effect and cessation of notices and exemptions under cl. 78H | 213 |
| | Part 10 — Enforcement and administration | |
| | Division 1 — Powers of local government | |
| 78. | Powers of local government | 214 |
| 79. | Entry and inspection powers | 215 |
| 80. | Repair of existing advertisements | 215 |
| | Division 2 — Delegations | |
| 81. | Terms used | 216 |
| 82. | Delegations by local government | 216 |
| 83. | Local government CEO may delegate powers | 216 |
| 84. | Other matters relevant to delegations under this Division | 217 |
| | Division 2A — Performance of development approval functions in relation to single houses | |
| 84A. | Terms used | 217 |
| 84B. | Prescribed single house development | 217 |
| 84C. | Performance of prescribed development approval functions in relation to prescribed single house development | 218 |
| 84D. | Authorisation of employees | 219 |
| | Division 3 — Miscellaneous | |
| 85. | Agreement to use of material provided for Scheme purposes | 219 |
| | Part 11 — Forms referred to in this Scheme | |
| 86. | Forms referred to in this Scheme | 220 |
| | Part 12 — Miscellaneous | |
| 87. | Requirements for making documents available to public | 226 |
| 88. | Commission may approve varied requirements for publication of documents and advertising of complex applications | 227 |

Part 13 — Transitional provisions for *Planning Regulations Amendment Regulations 2020*

| | | |
|-----|--|-----|
| 89. | Terms used | 228 |
| 90. | Application of amendments made by <i>Planning Regulations Amendment Regulations 2020</i> | 229 |
| 91. | Advertising processes in progress on commencement day | 229 |
| 92. | Activity centre plans or structure plans in effect before commencement day | 230 |
| 93. | Activity centre plans or amendments in course of preparation on commencement day | 231 |

Schedule 3 — Legends used in Scheme

| | | |
|----|---|-----|
| 1. | Reserve legends used in local planning scheme maps | 233 |
| 2. | Zone legends used in local planning scheme maps | 240 |
| 3. | Additional information used in local planning scheme maps | 245 |

Notes

| | |
|-------------------|-----|
| Compilation table | 250 |
| Other notes | 251 |

Defined terms

Planning and Development (Local Planning Schemes) Regulations 2015

Part 1 — Preliminary

1. Citation

These regulations are the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2. Commencement

These regulations come into operation as follows —

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on 19 October 2015.

3. Terms used

In these regulations —

authorised person means a person or body designated under regulation 4 as an authorised person for the purposes of the regulation in which the expression is used;

Department means the department of the Public Service principally assisting the Minister in the administration of the Act;

development contribution plan means a plan prepared under regulation 71;

excluded holiday period day means a day that is in —

- (a) a period commencing on 25 December in a year and ending on the next 1 January; or

r. 3A

- (b) a period of 7 days commencing on Good Friday in a year;

scheme area means an area described in a local planning scheme as the area to which the scheme applies;

scheme map means the map or set of maps referred to in regulation 9(1) that are designated as the scheme map for a local planning scheme.

Note for this regulation:

Note the *Electronic Transactions Act 2011* section 9 in relation to information that is to be given in writing.

[Regulation 3 amended: SL 2020/252 r. 4; SL 2024/25 r. 4.]

3A. Excluded holiday period days not counted in time periods

For the purposes of these regulations (other than Schedules 1 and 2), an excluded holiday period day is not to be counted in calculating a period of time that is expressed as a number of days.

[Regulation 3A inserted: SL 2020/252 r. 5.]

4. Authorised persons

- (1) Subject to subregulation (2), the Minister may, by notice in writing, designate any of the following persons or bodies to be an authorised person for the purposes of one or more of these regulations —
 - (a) an officer employed in the office of the Minister;
 - (b) the chief executive officer;
 - (c) an officer of the Department nominated in writing for the purposes of this regulation by the chief executive officer;
 - (d) the Commission;
 - (e) a person who is a member of the board;
 - (f) the Secretary to the Commission appointed under section 21 of the Act;

- (g) a committee established under Schedule 2 of the Act.
- (2) The designation is subject to any conditions, qualifications, limitations or exceptions specified in the notice.
- (3) The Minister may, by notice in writing, amend or revoke a designation made under this regulation.

5. Provision of documents to the Commission

If documents must be provided to the Commission under these regulations the documents must be provided in a manner and form approved by the Commission.

6. Scheme in respect of Crown land

- (1) The Commission must, as soon as is practicable after resolving to prepare a scheme in respect of Crown land under section 97 of the Act, provide written notice of the resolution to each local government affected by the resolution.
- (2) These regulations, so far as consistent and applicable, apply to the preparation of a scheme in respect of Crown land under section 97 of the Act as if —
 - (a) the Commission were a local government; and
 - (b) the scheme were a local planning scheme.

7. Scheme by order of Minister

These regulations, so far as consistent and applicable, apply to the preparation of a local planning scheme or an amendment to a local planning scheme ordered by the Minister under section 76 or 77A of the Act in the same way as they apply to the preparation of any other local planning scheme or amendment.

Part 2 — Elements of local planning schemes

8. Contents of local planning scheme

- (1) The documents that comprise a local planning scheme are the following —
 - (a) the scheme map for the local planning scheme;
 - (b) the local planning scheme text;
 - (c) if any of the provisions set out in Schedule 2 have not been incorporated into the local planning scheme text — those provisions;
 - (d) any supporting plans, maps, diagrams, illustrations and other material.
- (2) The Commission may specify any supporting plans, maps, diagrams, illustrations and other material that are to be included in a local planning scheme.

9. Defining area of local planning scheme

- (1) The area to which a local planning scheme applies is to be set out in a map or set of maps designated as the scheme map.
- (2) Each map that comprises the scheme map must be prepared —
 - (a) in a manner and form approved by the Commission; and
 - (b) using legends —
 - (i) set out in Schedule 3; or
 - (ii) approved by the Minister.

10. Local planning scheme text

- (1) The provisions in Schedules 1 and 2 are prescribed for the purposes of section 256 of the Act.

- (2) The provisions in Schedule 1 are model provisions, being provisions to which section 257A of the Act applies.

Note for this subregulation:

Under section 257A of the Act model provisions prescribed by regulations that are in force at the time a local planning scheme is prepared or adopted, and that apply to the scheme, are to be included in the scheme unless the Minister otherwise approves.

- (3) In Schedule 1 —

clause, followed by a number, means the clause of that number in Schedule 1 as it is included in the local planning scheme;

deemed provisions means the provisions set out in Schedule 2;

Part, followed by a number, means the Part of that number in Schedule 1 as it is included in the local planning scheme;

this Scheme, when used in a provision, is to be taken to be a reference to the local planning scheme in which the provision is included.

- (4) The provisions in Schedule 2 are deemed provisions, being provisions to which section 257B of the Act applies, and are applicable to all local planning schemes, whether or not they are incorporated into the local planning scheme text.

Notes for this subregulation:

1. Under section 257B of the Act deemed provisions, as amended from time to time, have effect and may be enforced as part of each local planning scheme to which they apply, whether they are prescribed before or after the scheme comes into force.
2. If a deemed provision is inconsistent with another provision of a local planning scheme to which the deemed provision applies, the deemed provision prevails and the other provision, to the extent of the inconsistency, is of no effect.

- (5) In Schedule 2 —

clause, followed by a number, means the clause of that number in Schedule 2 as it applies to the local planning scheme;

Part, followed by a number, means the Part of that number in Schedule 2 as it applies to the local planning scheme;

r. 10A

this Scheme, when used in a provision, is to be taken to be a reference to the local planning scheme in respect of which the provision has effect and may be enforced as part of.

- (6) The provisions of a local planning scheme that supplement the provisions set out in Schedules 1 and 2, or vary a provision set out in Schedule 1, are to be set out in the manner and form required by the Minister or an authorised person.

Note for this regulation:

Section 73(2A) of the Act provides for a local planning scheme to supplement provisions set out in Schedules 1 and 2 and deal with special circumstances or contingencies for which adequate provision has not been made in those Schedules.

10A. Review of Schedule 2 Part 10B

- (1) The Minister must review the operation and effectiveness of Schedule 2 Part 10B, and prepare a report based on the review, as soon as practicable after the 3rd anniversary of the day on which the *Planning and Development (Local Planning Schemes) Amendment Regulations 2020* regulation 5 comes into operation.
- (2) The Minister must cause the report to be laid before each House of Parliament as soon as practicable after it is prepared, but not later than 12 months after the 3rd anniversary.

[Regulation 10A inserted: SL 2020/30 r. 4.]

Part 3 — Local planning strategies

11. Requirement for local planning strategy for local planning scheme

- (1) A local government must prepare a local planning strategy in accordance with this Part for each local planning scheme that is approved for land within the district of the local government.
- (2) A local planning strategy must —
 - (aa) be prepared in a manner and form approved by the Commission; and
 - (a) set out the long-term planning directions for the local government; and
 - (b) apply any State or regional planning policy that is relevant to the strategy; and
 - (c) provide the rationale for any zoning or classification of land under the local planning scheme.
- (3) A local planning strategy may be prepared concurrently with the local planning scheme to which it relates.

[Regulation 11 amended: SL 2020/252 r. 6.]

12. Certification of draft local planning strategy

- (1) Before advertising a draft local planning strategy under regulation 13 the local government must provide a copy of the strategy to the Commission.
- (2) On receipt of a copy of a draft local planning strategy the Commission must, as soon as reasonably practicable, assess the strategy for compliance with regulation 11(2).
- (3) If the Commission is not satisfied that a draft local planning strategy complies with regulation 11(2) the Commission may, by notice in writing, require the local government to —
 - (a) modify the draft strategy; and

r. 13

- (b) provide a copy of the draft strategy as modified to the Commission for assessment under subregulation (2).
- (4) If the Commission is satisfied that a draft local planning strategy complies with regulation 11(2) it must certify the strategy accordingly and provide a copy of the certification to the local government for the purpose of proceeding to advertise the strategy.

13. Advertising and notifying local planning strategy

- (1) A local government must, as soon as reasonably practicable after being provided with certification that a local planning strategy complies with regulation 11(2), advertise the strategy as follows —
 - (a) publish in accordance with regulation 76A the strategy and a notice giving details of —
 - (i) how the strategy is made available to the public in accordance with regulation 76A; and
 - (ii) the manner and form in which submissions may be made; and
 - (iii) the period under subregulation (2) for making submissions and the last day of that period;
 - [(b) deleted]*
 - (c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the strategy;
 - [(d) deleted]*
 - (e) advertise the strategy as directed by the Commission and in any other way the local government considers appropriate.

- (2) The period for making submissions on a local planning strategy is —
 - (a) the period of 21 days after the day on which the notice of the strategy is first published under subregulation (1)(a); or
 - (b) a longer period approved by the Commission.

[(3) deleted]

- (4) Notice of a local planning strategy as required under subregulation (1) may be given in conjunction with the notice to be given under regulation 20(1) for the scheme to which it relates.

[Regulation 13 amended: SL 2020/252 r. 7.]

14. Consideration of submissions

- (1) After the expiry of the period within which submissions may be made in relation to a local planning strategy, the local government must review the strategy having regard to any submissions made.
- (2) The local government may —
 - (a) support the local planning strategy without modification; or
 - (b) support the local planning strategy with proposed modifications to address issues raised in the submissions.
- (3) After the completion of the review of the local planning strategy the local government must submit to the Commission —
 - (a) a copy of the advertised local planning strategy; and
 - (b) a schedule of the submissions received; and
 - (c) particulars of any modifications to the advertised local planning strategy proposed by the local government.

15. Endorsement by Commission

- (1) Within 60 days of the receipt of the documents referred to in regulation 14(3) the Commission may —
 - (a) endorse the strategy without modification; or
 - (b) endorse the strategy with some or all of the modifications proposed by the local government; or
 - (c) require the local government to modify the strategy in the manner specified by the Commission before the strategy is resubmitted to the Commission for endorsement; or
 - (d) refuse to endorse the strategy.
- (2) The Minister or an authorised person may extend the time referred to in subregulation (1).

16. Publication of endorsed local planning strategy

- (1) The Commission must ensure that an up-to-date copy of each endorsed local planning strategy that is in effect is published in a manner the Commission considers appropriate.
- (2) A local government must ensure that an up-to-date copy of each endorsed local planning strategy of the local government that is in effect is published in accordance with regulation 76A.
- (3) Subregulation (2) is an ongoing publication requirement for the purposes of regulation 76A(5)(a).

[Regulation 16 inserted: SL 2020/252 r. 8.]

17. Amendment to local planning strategy

- (1) A local planning strategy may be amended by an amendment to the strategy prepared by the relevant local government and endorsed by the Commission.
- (2) This Part, with any necessary changes, applies to the preparation and endorsement of an amendment to a local planning strategy

in the same way as it applies to the preparation and endorsement of a local planning strategy.

18. Revocation of local planning strategy

A local planning strategy may be revoked —

- (a) by a subsequent local planning strategy that —
 - (i) is prepared in accordance with this Part; and
 - (ii) expressly revokes the local planning strategy;
- or
- (b) with the approval of the Commission, by a notice of revocation —
 - (i) prepared by the local government; and
 - (ii) published by the local government in accordance with regulation 76A.

[Regulation 18 amended: SL 2020/252 r. 9.]

Part 4 — Preparation or adoption of local planning scheme

Division 1 — Proposal to prepare or adopt local planning scheme

19. Resolution to prepare or adopt scheme

- (1) A resolution of a local government to prepare or adopt a local planning scheme must be in a form approved by the Commission.

Note for this subregulation:

Section 72(1) of the Act provides for a local government to prepare a local planning scheme or to adopt a local planning scheme proposed by the owners of land in respect of which the local government might have prepared a scheme.

- (2) The local government may resolve not to adopt a local planning scheme proposed by a landowner if the local government is not satisfied that there is in place an agreement for the local government to use any copyrighted material provided in support of the proposed scheme —
- (a) for the purpose of preparing and implementing the scheme; and
 - (b) for zero remuneration.

20. Notification of resolution

- (1) A local government must, as soon as is reasonably practicable after passing a resolution to prepare or adopt a local planning scheme, advertise the resolution as follows —
- (a) publish a notice in a form approved by the Commission in accordance with regulation 76A;
 - (b) provide a copy of the published notice to the following persons or bodies for recommendations —
 - (i) the local government of each district that adjoins the local government district;

- (ii) each licensee under the *Water Services Act 2012* likely to be affected by the scheme;
 - (iii) the chief executive officer of the department of the Public Service principally assisting in the administration of the *Conservation and Land Management Act 1984*;
 - (iv) each other public authority likely to be affected by the scheme.
- (2) A local government must, on the provision of the published notice to a person or body referred to in subregulation (1)(b), request the person or body to provide to the local government within 21 days or such longer period as the local government allows, a memorandum in writing setting out any recommendations in respect of the resolution.
- (3) If a person or body does not provide a memorandum within the time allowed under subregulation (2), the local government may determine that the person or body is to be taken to have no recommendations to make in respect of the resolution.

[Regulation 20 amended: SL 2020/252 r. 10; SL 2024/25 r. 5.]

Division 2 — Process for advertisement and submission of local planning scheme

[Heading inserted: SL 2024/25 r. 6.]

21. Resolution to seek approval to advertise local planning scheme and provision of scheme to Commission

- (1) After completing the preparation of a proposed local planning scheme or the consideration of a proposed local planning scheme proposed by an owner of land in the scheme area, a local government must resolve —
- (a) to proceed to seek approval to advertise the proposed scheme under section 83A of the Act; or

- (b) to proceed to modify the proposed scheme and to seek approval to advertise the modified proposed scheme under section 83A of the Act; or
 - (c) not to proceed with the proposed scheme.
- (2) Within 21 days, or such longer period as the Commission allows, after the day on which a resolution is made under subregulation (1), the local government must —
 - (a) in the case of a resolution under subregulation (1)(a) — provide the proposed local planning scheme to the Commission; or
 - (b) in the case of a resolution under subregulation (1)(b) — modify the proposed local planning scheme and provide the modified proposed scheme to the Commission; or
 - (c) in the case of a resolution under subregulation (1)(c) — provide a copy of the resolution to the Commission.

[Regulation 21 inserted: SL 2024/25 r. 7.]

21A. Submission of local planning scheme for advertising approval

- (1) The Commission must —
 - (a) consider a proposed local planning scheme provided to it under regulation 21(2)(a) or (b); and
 - (b) make a recommendation as to whether the Minister should —
 - (i) under section 83A(2)(a) of the Act, approve the proposed scheme for advertising; or
 - (ii) under section 83A(2)(b) of the Act, require the local government to modify the proposed scheme in a specified manner and to resubmit the proposed scheme under section 83A(1) of the Act; or

- (iii) under section 83A(2)(c) of the Act, refuse approval for the proposed scheme to be advertised;
 - and
 - (c) submit the proposed scheme to the Minister on behalf of the local government in accordance with section 83A(1) of the Act, together with the recommendation.
- (2) Subject to sections 81 and 82 of the Act (if applicable) having been complied with, the Commission must comply with subregulation (1) within —
- (a) 90 days after the day on which the proposed local planning scheme provided under regulation 21(2)(a) or (b) is received; or
 - (b) a longer period approved by the Minister or an authorised person.

[Regulation 21A inserted: SL 2024/25 r. 7.]

21B. Modifications to local planning scheme submitted for approval to advertise

If the Minister under section 83A(2)(b) of the Act requires the local government to modify a proposed local planning scheme submitted for approval to advertise, the local government must —

- (a) modify the proposed scheme as required; and
- (b) resubmit the modified proposed local planning scheme to the Minister in accordance with section 83A of the Act.

[Regulation 21B inserted: SL 2024/25 r. 7.]

22. Advertisement of local planning scheme

- (1) As soon as reasonably practicable after the Minister under section 83A(2)(a) of the Act approves a proposed local planning scheme for advertising under section 84 of the Act, the local

government must prepare a notice in a form approved by the Commission giving details of —

- (a) the purpose of the proposed scheme; and
- (b) how the proposed scheme is to be made available to the public in accordance with regulation 76A; and
- (c) the manner and form in which submissions may be made; and
- (d) the period under subregulation (3) for making submissions and the last day of that period.

(2) On completion of the preparation of the notice, the local government must advertise the proposed local planning scheme for public inspection as follows —

- (a) publish in accordance with regulation 76A —
 - (i) the notice; and
 - (ii) the proposed scheme;
- (b) give a copy of the notice to each public authority that the local government considers is likely to be affected by the proposed scheme;
- (c) advertise the proposed scheme in any other way the local government considers appropriate.

[(d), (e) deleted]

(3) The period for making submissions on a proposed local planning scheme is —

- (a) the period of 90 days after the day on which the notice is first published under subregulation (2)(a)(i); or
- (b) a longer period approved by the Commission.

[(4) deleted]

[Regulation 22 amended: SL 2020/252 r. 11; SL 2024/25 r. 8.]

23. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of the publication of a notice under regulation 22(2) if —

- (a) the notice relates to a proposed local planning scheme in respect of land owned by the person; and
- (b) the person proposed the scheme.

[Regulation 23 amended: SL 2024/25 r. 9.]

24. Submissions on local planning scheme

- (1) A submission on a proposed local planning scheme must —
 - (a) be made to the local government in a form approved by the Commission; and
 - (b) state the name and address of the person making the submission; and
 - (c) include a statement about the capacity in which the person makes the submission.
- (2) A local government must acknowledge in writing the receipt of each submission received by it.

[Regulation 24 amended: SL 2024/25 r. 10.]

25. Consideration of submissions

- (1) In this regulation —

consideration period, in relation to a proposed local planning scheme, means the period ending on the latest of the following days —

 - (a) the day that is 120 days after the end of the submission period for the proposed scheme;
 - (b) the day that is 21 days after the receipt of a statement in respect of the proposed scheme delivered under section 48F(2)(a) of the EP Act;

- (c) the day that is 21 days after the receipt of a statement in respect of the proposed scheme delivered under section 48G(3) of the EP Act if that statement is in response to a request by the local government made under section 48G(1) of the EP Act before the later of the days set out in paragraphs (a) and (b);
- (d) a day approved by the Commission;

submission period, in relation to a proposed local planning scheme, means the period for making submissions that applies under regulation 22(3).

- (2) The local government —
 - (a) must consider all submissions on a proposed local planning scheme lodged with the local government within the submission period; and
 - (b) may, at the discretion of the local government, consider submissions on a proposed scheme lodged after the end of the submission period but before the end of the consideration period.
- (3) Before the end of the consideration period for a proposed local planning scheme, or a later date approved by the Commission, the local government must pass a resolution —
 - (a) to support the proposed scheme without modification; or
 - (b) to support the proposed scheme with proposed modifications to address issues raised in the submissions; or
 - (c) not to support the proposed scheme.
- (4) If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.

[Regulation 25 amended: SL 2020/252 r. 12; SL 2024/25 r. 11.]

26. Local government may advertise proposed modifications to local planning scheme

- (1) The local government may decide to advertise a proposed modification to the proposed local planning scheme if —
 - (a) the local government proposes the modification to address issues raised in submissions made on the proposed scheme; and
 - (b) the local government is of the opinion that the proposed modification is significant.
- (2) If a local government makes a decision under subregulation (1) the local government must take any steps the local government considers appropriate to advertise the proposed modification to the proposed local planning scheme.
- (3) A proposed modification to a proposed local planning scheme may not be advertised on more than one occasion without the approval of the Commission.
- (4) Any advertisement of a proposed modification to a proposed local planning scheme must include a notice specifying —
 - (a) the proposed modification to be made to the advertised proposed scheme; and
 - (b) details of how the proposed modification is made available to the public; and
 - (c) the manner and form in which submissions may be made; and
 - (d) the period under subregulation (5) for making submissions and the last day of that period.
- (5) The period for making submissions on the proposed modification is —
 - (a) the period of 60 days after the day on which the notice under subregulation (4) is first advertised; or
 - (b) a longer period approved by the Commission.

- (6) A person may make a submission on a proposed modification to a proposed local planning scheme that has been advertised in accordance with subregulation (2) —
 - (a) in the manner and form specified in the notice; and
 - (b) within the period specified in the notice.
- (7) If a proposed modification to a proposed local planning scheme is advertised in accordance with this regulation, a local government —
 - (a) must consider all submissions on the proposed modification made to the local government within the period specified in the notice; and
 - (b) may, at the discretion of the local government, consider submissions on the proposed modification made to the local government after the end of the period specified in the notice; and
 - (c) must make a recommendation in respect of each submission considered.

[Regulation 26 amended: SL 2020/252 r. 13; SL 2024/25 r. 12.]

27. Incorporation of environmental conditions

If a local government receives a statement in respect of a proposed local planning scheme delivered under section 48F(2) of the EP Act before complying with regulation 28, the local government must amend the proposed scheme —

- (a) to incorporate the conditions set out in the statement; or
- (b) if as the result of a request by the local government under section 48G(1) of the EP Act a statement is delivered to the local government under section 48G(3) of the EP Act, to incorporate the conditions set out in that later statement.

[Regulation 27 amended: SL 2024/25 r. 13.]

28. Provision of local planning scheme and documents to Commission

- (1) After passing a resolution under regulation 25(3) the local government must provide the advertised proposed local planning scheme (incorporating any conditions required under regulation 27) to the Commission together with the following —
- (a) a schedule of submissions made on the proposed scheme;
 - (b) the response of the local government to each submission;
 - (c) particulars of any modifications to the proposed scheme proposed by the local government in response to the submissions;
 - (d) if any proposed modification to the proposed scheme was advertised —
 - (i) an explanation of the reasons for advertising the modification; and
 - (ii) particulars of how the modification was advertised; and
 - (iii) a schedule of submissions made on the proposed modifications; and
 - (iv) the recommendation of the local government in accordance with regulation 26(7)(c) in respect of each submission;
 - (e) a copy of the resolution passed under regulation 25(3);
 - (f) if that resolution was a resolution under regulation 25(3)(c) — a summary of the reasons why the local government does not support the proposed scheme;
 - (g) details of any provision in the proposed scheme that varies or excludes a provision set out in Schedule 1;
 - (h) details of any provision in the proposed scheme that supplements a provision set out in Schedule 2;

- (i) any relevant maps, plans, specifications and particulars required by the Commission.
- (2) A schedule of submissions referred to in subregulation (1)(a) or (d)(iii) must include, in relation to each submission —
 - (a) the name and address of the person making the submission; and
 - (b) where it is relevant, a description of the property that is the subject of the submission; and
 - (c) the submission or a summary of the submission.
- (3) In the case of a resolution under regulation 25(3)(a) or (c), the local government must comply with subregulation (1) within —
 - (a) 21 days after the day on which the local government passes the resolution; or
 - (b) a longer period approved by the Commission.
- (4) In the case of a resolution under regulation 25(3)(b), the local government must comply with subregulation (1) within —
 - (a) 21 days after —
 - (i) if the local government decides not to advertise any of the proposed modifications — the day on which the local government passes the resolution; or
 - (ii) otherwise — the day on which the local government complies with regulation 26(7);
 - or
 - (b) a longer period approved by the Commission.

[Regulation 28 amended: SL 2024/25 r. 14.]

29. Commission to submit local planning scheme and documents to Minister

The Commission must, within 120 days after the day on which it receives the proposed local planning scheme and additional

documents under regulation 28(1), or within such longer period as the Minister or an authorised person allows —

- (a) consider the proposed scheme and additional documents; and
- (b) make any recommendations to the Minister in respect of the proposed scheme that the Commission considers appropriate; and
- (c) endorse a copy of the proposed scheme; and
- (d) submit the endorsed copy of the proposed scheme to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 29 inserted: SL 2024/25 r. 15.]

30. Minister or authorised person may direct modifications to local planning scheme be advertised

(1A) This regulation applies if —

- (a) a proposed local planning scheme is submitted for approval under section 87 of the Act; and
- (b) the local government proposes, the Commission recommends, or the Minister is otherwise considering, modifications to the proposed scheme as it was advertised under regulation 22.

- (1) Before a decision is made under section 87 of the Act in relation to the proposed local planning scheme, the Minister or an authorised person may direct the local government to advertise any of the modifications that the Minister or authorised person considers are significant.
- (2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —
 - (a) the making and consideration of submissions on the modifications; and

- (b) providing recommendations to the Minister or authorised person following the advertisement.
 - (3) If a local government is given a direction under subregulation (1), the local government must advertise the modifications as directed by the Minister or authorised person.
- [Regulation 30 amended: SL 2024/25 r. 16.]*

Division 3 — Giving effect to decision on local planning scheme

31. Decision by Minister to refuse to approve local planning scheme

- (1) If the Minister refuses to approve a local planning scheme under section 87(2)(c) of the Act, the Minister must notify the local government of the refusal to approve the scheme.
- (2) As soon as reasonably practicable after being notified of the refusal to approve the scheme, the local government must notify each person who made a submission in relation to the scheme of the refusal to approve the scheme.

[Regulation 31 inserted: SL 2024/25 r. 17.]

32. Decision by Minister to require modification of local planning scheme

- (1) If the Minister requires a local government to modify a local planning scheme under section 87(2)(b) of the Act, the Minister must notify the local government of the requirement to modify the scheme.
- (2) Within 42 days after the day on which the local government is notified of the requirement to modify the scheme, or within such longer period as the Minister or an authorised person allows, the local government must —
 - (a) modify the scheme as required; and

- (b) provide to the Commission —
 - (i) the scheme as modified; and
 - (ii) a copy of the notification from the Minister.
- (3) The Commission must, within 28 days after the day on which it receives the documents under subregulation (2)(b), or within such longer period as the Minister or an authorised person allows —
 - (a) endorse a copy of the modified scheme; and
 - (b) resubmit the endorsed copy of the modified scheme to the Minister on behalf of the local government.

[Regulation 32 inserted: SL 2024/25 r. 17.]

32A. Decision by Minister to approve local planning scheme

If the Minister approves a local planning scheme under section 87(2)(a) of the Act, the Minister must —

- (a) notify the Commission and the local government of the approval; and
- (b) provide a copy of the approved scheme to the Commission and the local government.

[Regulation 32A inserted: SL 2024/25 r. 17.]

32B. Certified copy of local planning scheme

A person authorised in writing by the Commission may certify that a copy of a local planning scheme is a true copy of the local planning scheme as approved by the Minister.

[Regulation 32B inserted: SL 2024/25 r. 17.]

33. Advertisement of approved local planning scheme

- (1) The Commission must provide to the relevant local government notice of the publication of a local planning scheme in the *Gazette* under section 87(3) of the Act.

- (2) For the purposes of section 87(4B)(a) of the Act, the local government must advertise the local planning scheme as follows —
- (a) publish a copy of the notice referred to in subregulation (1) in accordance with regulation 76A;
 - (b) publish the local planning scheme in accordance with regulation 76A;
 - (c) notify each person who made a submission in relation to the local planning scheme —
 - (i) that the local planning scheme has been approved; and
 - (ii) of the details of how the local planning scheme is made available to the public in accordance with regulation 76A.
- (3) Subregulation (2)(b) is an ongoing publication requirement for the purposes of regulation 76A(5)(a).

[Regulation 33 amended: SL 2020/252 r. 14; SL 2024/25 r. 18.]

Part 5 — Amending local planning scheme

Division 1 — Preliminary

34. Terms used

In this Part —

basic amendment means an amendment to a local planning scheme in a case where —

- (a) the amendment is any of the following —
 - (i) an amendment to correct an administrative error;
 - (ii) an amendment to the scheme so that it is consistent with the model provisions in Schedule 1 or with another provision of the local planning scheme;
 - (iii) an amendment to the scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2;
 - (iv) an amendment to the scheme so that it is consistent with any other Act that applies to the scheme or the scheme area;
 - (v) an amendment to the scheme so that it is consistent with a State planning policy;
 - (vi) an amendment to the scheme map to include a boundary to show the land covered by an improvement scheme or a planning control area;
 - (vii) an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme currently includes zones of all the types that are outlined in the plan;

- (viii) an amendment that results from a consolidation of the scheme in accordance with section 92 of the Act;
- (ix) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area if the amendment will have minimal effect on the scheme or landowners in the scheme area;

and

- (b) either —
 - (i) the amendment is not referred to the EPA under section 81 of the Act because of section 81(2) of the Act; or
 - (ii) the EPA has informed the local government under section 48A(1)(a) of the EP Act that the proposed amendment should not be assessed by the EPA;

complex amendment means any of the following amendments to a local planning scheme —

- (a) an amendment that is not consistent with a local planning strategy for the scheme that has been endorsed by the Commission;
- (b) an amendment that is not addressed by any local planning strategy;
- (c) an amendment relating to development that is of a scale, or will have an impact, that is significant relative to development in the locality;
- (d) an amendment made to comply with an order made by the Minister under section 76 or 77A of the Act;
- (e) an amendment to identify or amend a development contribution area or to prepare or amend a development contribution plan;

standard amendment means any of the following amendments to a local planning scheme —

- (a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
- (b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;
- (c) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;
- (ca) an amendment to the scheme to —
 - (i) include a provision in the scheme that a specified planning code is to be read as part of the scheme; or
 - (ii) provide for the modification of a planning code that is to be read as part of the scheme;
- (d) an amendment to the scheme map that is consistent with a structure plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;
- (e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
- (f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;

- (g) any other amendment that is not a complex or basic amendment.

Note for this regulation:

Under section 257B of the Act and regulation 10(4) the provisions in Schedule 2 are deemed provisions and have effect and may be enforced as part of each local planning scheme. Incorporation of the provisions set out in Schedule 2 into the text of a local planning scheme is not an amendment of the local planning scheme.

[Regulation 34 amended: SL 2020/252 r. 15; SL 2024/25 r. 19.]

35. Resolution to prepare or adopt amendment to local planning scheme

- (1) A resolution of a local government to prepare or adopt an amendment to a local planning scheme must be in a form approved by the Commission.

Note for this subregulation:

Section 75 of the Act provides for a local government to amend a local planning scheme or adopt an amendment to a local planning scheme proposed by all or any of the owners of land in the scheme area.

- (2) A resolution must —
 - (a) specify whether, in the opinion of the local government, the amendment is likely to be a complex amendment, a standard amendment or a basic amendment; and
 - (b) include an explanation of the reason for the local government forming that opinion.
- (3) An amendment to a local planning scheme must be accompanied by all documents necessary to convey the intent and reasons for the amendment.
- (4) The local government may refuse to adopt an amendment to a local planning scheme proposed by a landowner if the local government is not satisfied that there is in place an agreement

for the local government to use any copyrighted material provided in support of the proposed amendment —

- (a) for the purpose of preparing and implementing the amendment; and
- (b) for zero remuneration.

[Regulation 35 amended: SL 2024/25 r. 20.]

35A. Amendment to local planning scheme affecting area to which structure plan relates

If a proposed amendment to a local planning scheme affects the area to which a structure plan approved under the scheme relates, the proposed amendment must include a statement that, when the proposed amendment takes effect —

- (a) the approval of the structure plan is to be revoked; or
- (b) the structure plan is to be amended in accordance with the statement; or
- (c) the approval of the structure plan is not affected.

Note for this regulation:

Under the deemed provision of local planning schemes set out in Schedule 2 clause 29A —

- (a) a structure plan that is the subject of a statement under paragraph (a) must be revoked as soon as is reasonably practicable after the amendment to the local planning scheme takes effect; and
- (b) a structure plan that is the subject of a statement under paragraph (b) must be amended in accordance with the statement as soon as is reasonably practicable after the amendment to the local planning scheme takes effect.

[Regulation 35A inserted: SL 2020/252 r. 16; amended: SL 2024/25 r. 21.]

36. Landowner may request Commission's advice on type of amendment

- (1) A landowner may request the Commission to advise whether, in the opinion of the Commission, a proposed amendment to a

local planning scheme is likely to be a complex amendment, a standard amendment or a basic amendment if —

- (a) the landowner has requested the amendment; and
 - (b) the landowner considers that the resolution made by the local government in respect of the amendment does not appropriately specify the amendment as being of a particular type.
- (2) If the Commission advises the local government that, in its opinion, the amendment is likely to be of a different type to that specified by the local government in the resolution, the local government must amend the resolution accordingly.

[Regulation 36 amended: SL 2024/25 r. 22.]

Division 2 — Process for complex amendments to local planning scheme

37. Resolution to seek approval to advertise complex amendment and provision of amendment to Commission

- (1) After completing the preparation of a proposed complex amendment to a local planning scheme or the consideration of a proposed complex amendment to a local planning scheme proposed by an owner of land in the scheme area, the local government must resolve —
- (a) to proceed to seek approval to advertise the proposed amendment, without modification, under section 83A of the Act; or
 - (b) to proceed to modify the proposed amendment and to seek approval to advertise the modified proposed amendment under section 83A of the Act; or
 - (c) not to proceed with the proposed amendment.

- (2) Within 21 days, or such longer period as the Commission allows, after the day on which a resolution is made under subregulation (1), the local government must —
- (a) in the case of a resolution under subregulation (1)(a) — provide the proposed complex amendment to the Commission; or
 - (b) in the case of a resolution under subregulation (1)(b) — modify the proposed complex amendment and provide the modified proposed amendment to the Commission; or
 - (c) in the case of a resolution under subregulation (1)(c) — provide a copy of the resolution to the Commission.

[Regulation 37 inserted: SL 2024/25 r. 23.]

37A. Submission of complex amendment for advertising approval with recommendation

- (1) The Commission must —
- (a) consider a proposed complex amendment provided to it under regulation 37(2)(a) or (b); and
 - (b) make a recommendation as to whether the Minister should —
 - (i) under section 83A(2)(a) of the Act, approve the proposed amendment for advertising; or
 - (ii) under section 83A(2)(b) of the Act, require the local government to modify the proposed amendment in a specified manner and to resubmit the proposed amendment under section 83A(1) of the Act; or
 - (iii) under section 83A(2)(c) of the Act, refuse approval for the proposed amendment to be advertised;
- and

- (c) submit the proposed amendment to the Minister on behalf of the local government in accordance with section 83A(1) of the Act, together with the recommendation.
- (2) Subject to sections 81 and 82 of the Act (if applicable) having been complied with, the Commission must comply with subregulation (1) within —
 - (a) 60 days after the day on which the proposed complex amendment provided under regulation 37(2)(a) or (b) is received; or
 - (b) a longer period approved by the Minister or an authorised person.

[Regulation 37A inserted: SL 2024/25 r. 23.]

37B. Modifications to complex amendment submitted for approval to advertise

If the Minister under section 83A(2)(b) of the Act requires the local government to modify a proposed complex amendment submitted for approval to advertise, the local government must —

- (a) modify the proposed amendment as required; and
- (b) resubmit the modified proposed amendment to the Minister in accordance with section 83A of the Act.

[Regulation 37B inserted: SL 2024/25 r. 23.]

38. Advertisement of complex amendment

- (1) As soon as reasonably practicable after the Minister under section 83A(2)(a) of the Act approves a proposed complex amendment to a local planning scheme for advertising under section 84 of the Act, the local government must prepare a notice in a form approved by the Commission giving details of —
 - (a) the purpose of the proposed amendment; and

- (b) how the proposed amendment is to be made available to the public in accordance with regulation 76A; and
 - (c) the manner and form in which submissions may be made; and
 - (d) the period under subregulation (3) for making submissions and the last day of that period.
- (2) On completion of the preparation of the notice, the local government must advertise the proposed complex amendment to a local planning scheme as follows —
 - (a) publish in accordance with regulation 76A —
 - (i) the notice; and
 - (ii) the proposed amendment;
 - [(b) *deleted*]
 - (c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the proposed amendment;
 - [(d) *deleted*]
 - (e) advertise the proposed amendment in any other way the local government considers appropriate.
- (3) The period for making submissions on a proposed complex amendment to a local planning scheme is —
 - (a) the period of 60 days after the day on which the notice is first published under subregulation (2)(a)(i); or
 - (b) a longer period approved by the Commission.
- [(4) *deleted*]

[Regulation 38 amended: SL 2020/252 r. 17; SL 2024/25 r. 24.]

39. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of the publication of a notice under regulation 38(2) if —

- (a) the notice relates to a proposed complex amendment to a local planning scheme in respect of land owned by the person; and
- (b) the person proposed the amendment to the local planning scheme.

[Regulation 39 amended: SL 2024/25 r. 25.]

40. Submissions on complex amendment

- (1) A submission on a proposed complex amendment to a local planning scheme must —
 - (a) be made in writing to the relevant local government in a form approved by the Commission; and
 - (b) state the name and address of the person making the submission; and
 - (c) include a statement about the capacity in which the person makes the submission.
- (2) A local government must acknowledge in writing the receipt of each submission received by it.

[Regulation 40 amended: SL 2024/25 r. 26.]

41. Consideration of submissions on complex amendments

- (1) In this regulation —

consideration period, in relation to a proposed complex amendment to a local planning scheme, means the period ending on the latest of the following days —

 - (a) the day that is 90 days after the end of the submission period for the proposed amendment;

- (b) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48F(2)(a) of the EP Act;
- (c) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48G(3) of the EP Act if that statement is in response to a request by the local government made under section 48G(1) of the EP Act before the later of the days set out in paragraphs (a) and (b);
- (d) a day approved by the Commission;

submission period, in relation to a proposed complex amendment to a local planning scheme, means the period for making submissions that applies under regulation 38(3).

(2) The local government —

- (a) must consider all submissions in relation to a proposed complex amendment to a local planning scheme lodged with the local government within the submission period; and
- (b) may, at the discretion of the local government, consider submissions in relation to the proposed amendment lodged after the end of the submission period but before the end of the consideration period.

(3) Before the end of the consideration period for a proposed complex amendment to a local planning scheme, or a later date approved by the Commission, the local government must pass a resolution —

- (a) to support the proposed amendment to the local planning scheme without modification; or
- (b) to support the proposed amendment to the local planning scheme with proposed modifications to address issues raised in the submissions; or
- (c) not to support the proposed amendment to the local planning scheme.

- (4) If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.

[Regulation 41 amended: SL 2020/252 r. 18; SL 2024/25 r. 27.]

42. Local government may advertise proposed modifications to complex amendment

- (1) The local government may decide to advertise a proposed modification to a proposed complex amendment to a local planning scheme if —
- (a) the local government proposes the modification to address issues raised in submissions made on the proposed amendment; and
 - (b) the local government is of the opinion that the proposed modification is significant.
- (2) If a local government makes a decision under subregulation (1), the local government must take any steps the local government considers appropriate to advertise the proposed modification to the proposed complex amendment.
- (3) A proposed modification to a proposed complex amendment to a local planning scheme may not be advertised on more than one occasion without the approval of the Commission.
- (4) Any advertisement of a proposed modification to a proposed complex amendment to a local planning scheme must include a notice specifying —
- (a) the proposed modification to be made to the advertised proposed amendment to the local planning scheme; and
 - (b) details of how the proposed modification is made available to the public; and
 - (c) the manner and form in which submissions may be made; and

- (d) the period under subregulation (5) for making submissions and the last day of that period.
- (5) The period for making submissions on the proposed modification is —
 - (a) the period of 42 days after the day on which the notice under subregulation (4) is first advertised; or
 - (b) a longer period approved by the Commission.
- (6) A person may make a submission on a proposed modification to a proposed complex amendment to a local planning scheme that has been advertised in accordance with subregulation (2) —
 - (a) in the manner and form specified in the notice included in the advertisement; and
 - (b) within the period specified in the notice.
- (7) If a proposed modification to a proposed complex amendment to a local planning scheme is advertised in accordance with this regulation, a local government —
 - (a) must consider all submissions on the proposed modification made to the local government within the period specified in the notice; and
 - (b) may, at the discretion of the local government, consider submissions on the proposed modification made to the local government after the period specified in the notice; and
 - (c) must make a recommendation in respect of each submission considered.

[Regulation 42 amended: SL 2020/252 r. 19; SL 2024/25 r. 28.]

43. Incorporation of environmental conditions

If a local government receives a statement in respect of a proposed complex amendment to a local planning scheme delivered under section 48F(2) of the EP Act before complying

with regulation 44, the local government must amend the proposed amendment —

- (a) to incorporate the conditions set out in the statement; or
- (b) if as the result of a request by the local government under section 48G(1) of the EP Act a statement is delivered to the local government under section 48G(3) of the EP Act, to incorporate the conditions set out in that later statement.

[Regulation 43 amended: SL 2024/25 r. 29.]

44. Provision of complex amendment and documents to Commission

- (1) After passing a resolution under regulation 41(3) the local government must provide the advertised proposed complex amendment (incorporating any conditions required under regulation 43) to the Commission together with the following —
 - (a) a schedule of submissions made on the proposed amendment;
 - (b) the response of the local government in respect of the submissions;
 - (c) particulars of any modifications to the proposed amendment proposed by the local government in response to the submissions;
 - (d) if any proposed modification to the proposed amendment was advertised —
 - (i) an explanation of the reasons for advertising the modification; and
 - (ii) particulars of how the modification was advertised; and
 - (iii) a schedule of submissions made on the proposed modifications; and

- (iv) the recommendation of the local government in accordance with regulation 42(7)(c) in respect of each submission;
 - (e) a copy of the resolution passed under regulation 41(3);
 - (f) if that resolution was a resolution under regulation 41(3)(c) — a summary of the reasons why the local government does not support the proposed amendment;
 - (g) details of any provision in the local planning scheme as it will be amended that varies or excludes a provision set out in Schedule 1;
 - (h) details of any provision in the local planning scheme as it will be amended that supplements a provision set out in Schedule 2;
 - (i) any relevant maps, plans, specifications and particulars required by the Commission.
- (2) A schedule of submissions referred to in subregulation (1)(a) or (d)(iii) must include the following in relation to each submission —
 - (a) the name and address of the person making the submission;
 - (b) where it is relevant, a description of the property that is the subject of the submission;
 - (c) the submission or a summary of the submission.
- (3) In the case of a resolution under regulation 41(3)(a) or (c), the local government must comply with subregulation (1) within —
 - (a) 21 days after the day on which the local government passes the resolution; or
 - (b) a longer period approved by the Commission.

- (4) In the case of a resolution under regulation 41(3)(b), the local government must comply with subregulation (1) within —
- (a) 21 days after —
 - (i) if the local government decides not to advertise any of the proposed modifications — the day on which the local government passes the resolution; or
 - (ii) otherwise — the day on which the local government complies with regulation 42(7);
 - or
 - (b) a longer period approved by the Commission.

[Regulation 44 amended: SL 2024/25 r. 30.]

45. Commission to submit complex amendment and documents to Minister

The Commission must, within 90 days after the day on which it receives the proposed complex amendment and additional documents under regulation 44(1), or within such longer period as the Minister or an authorised person allows —

- (a) consider the proposed amendment and additional documents; and
- (b) make any recommendations to the Minister in respect of the proposed amendment that the Commission considers appropriate; and
- (c) endorse a copy of the proposed amendment; and
- (d) submit the endorsed copy of the proposed amendment to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 45 inserted: SL 2024/25 r. 31.]

46. Minister or authorised person may direct modifications to complex amendment be advertised

- (1A) This regulation applies if —
- (a) a proposed complex amendment is submitted for approval under section 87 of the Act; and
 - (b) the local government proposes, the Commission recommends, or the Minister is otherwise considering, modifications to the proposed amendment as it was advertised under regulation 38.
- (1) Before a decision is made under section 87 of the Act in relation to the proposed complex amendment, the Minister or an authorised person may direct the local government to advertise any of the modifications that the Minister or authorised person considers are significant.
- (2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —
- (a) the making and consideration of submissions on the modifications; and
 - (b) providing recommendations to the Minister or authorised person following the advertisement.
- (3) If a local government is given a direction under subregulation (1) the local government must advertise the modifications as directed by the Minister or authorised person.

[Regulation 46 amended: SL 2024/25 r. 32.]

Division 3 — Process for standard amendments to local planning scheme

46A. Resolution to seek approval to advertise standard amendment and provision of amendment to Commission

- (1) After completing the preparation of a proposed standard amendment to a local planning scheme or the consideration of a

proposed standard amendment to a local planning scheme proposed by an owner of land in the scheme area, the local government must resolve —

- (a) to proceed to seek approval to advertise the proposed amendment, without modification, under section 83A of the Act; or
 - (b) to proceed to modify the proposed amendment and to seek approval to advertise the modified proposed amendment under section 83A of the Act; or
 - (c) not to proceed with the proposed amendment.
- (2) Within 21 days, or such longer period as the Commission allows, after the day on which a resolution is made under subregulation (1), the local government must —
 - (a) in the case of a resolution under subregulation (1)(a) — provide the proposed standard amendment to the Commission; or
 - (b) in the case of a resolution under subregulation (1)(b) — modify the proposed standard amendment and provide the modified proposed amendment to the Commission; or
 - (c) in the case of a resolution under subregulation (1)(c) — provide a copy of the resolution to the Commission.

[Regulation 46A inserted: SL 2024/25 r. 33.]

46B. Submission of standard amendment for advertising approval

- (1) The Commission must —
 - (a) consider a proposed standard amendment provided to it under regulation 46A(2)(a) or (b); and
 - (b) make a recommendation as to whether the Minister should —
 - (i) under section 83A(2)(a) of the Act, approve the proposed amendment for advertising; or

- (ii) under section 83A(2)(b) of the Act, require the local government to modify the proposed amendment in a specified manner and to resubmit the proposed amendment under section 83A(1) of the Act; or
 - (iii) under section 83A(2)(c) of the Act, refuse approval for the proposed amendment to be advertised;
 - and
 - (c) submit the proposed amendment to the Minister on behalf of the local government in accordance with section 83A(1) of the Act, together with the recommendation.
- (2) Subject to sections 81 and 82 of the Act (if applicable) having been complied with, the Commission must comply with subregulation (1) within —
- (a) 42 days after the day on which the proposed standard amendment provided under regulation 46A(2)(a) or (b) is received; or
 - (b) a longer period approved by the Minister or an authorised person.

[Regulation 46B inserted: SL 2024/25 r. 33.]

46C. Modifications to standard amendment submitted for approval to advertise

If the Minister under section 83A(2)(b) of the Act requires the local government to modify a proposed standard amendment submitted for approval to advertise, the local government must —

- (a) modify the proposed amendment as required; and
- (b) resubmit the modified proposed amendment to the Minister in accordance with section 83A of the Act.

[Regulation 46C inserted: SL 2024/25 r. 33.]

47. Advertisement of standard amendment

- (1) As soon as reasonably practicable after the Minister under section 83A(2)(a) of the Act approves a proposed standard amendment to a local planning scheme for advertising under section 84 of the Act, the local government must prepare a notice in a form approved by the Commission giving details of —
 - (a) the purpose of the proposed amendment; and
 - (b) how the proposed amendment is to be made available to the public in accordance with regulation 76A; and
 - (c) the manner and form in which submissions may be made; and
 - (d) the period under subregulation (3) for making submissions and the last day of that period.
- (2) On completion of the preparation of the notice, the local government must advertise the proposed standard amendment to a local planning scheme as follows —
 - (a) publish in accordance with regulation 76A —
 - (i) the notice; and
 - (ii) the proposed amendment;
 - [(b) *deleted*]
 - (c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the amendment;
 - [(d) *deleted*]
 - (e) advertise the proposed amendment in any other way the local government considers appropriate.
- (3) The period for making submissions on a proposed standard amendment to a local planning scheme is —
 - (a) the period of 42 days after the day on which the notice is first published under subregulation (2)(a)(i); or

- (b) a longer period approved by the Commission.

[(4) deleted]

[Regulation 47 amended: SL 2020/252 r. 20; SL 2024/25 r. 34.]

48. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of the publication of a notice under regulation 47(2) if —

- (a) the notice relates to a proposed standard amendment to a local planning scheme in respect of land owned by the person; and
- (b) the person proposed the amendment to the local planning scheme.

[Regulation 48 amended: SL 2024/25 r. 35.]

49. Submissions on standard amendment

- (1) A submission on a proposed standard amendment to a local planning scheme must —
 - (a) be made in writing to the relevant local government in a form approved by the Commission; and
 - (b) state the name and address of the person making the submission; and
 - (c) include a statement about the capacity in which the person makes the submission.
- (2) A local government must acknowledge in writing the receipt of each submission received by it.

[Regulation 49 amended: SL 2024/25 r. 36.]

50. Consideration of submissions on standard amendments

(1) In this regulation —

consideration period, in relation to a proposed standard amendment to a local planning scheme, means the period ending on the latest of the following days —

- (a) the day that is 60 days after the end of the submission period for the proposed amendment;
- (b) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48F(2)(a) of the EP Act;
- (c) the day that is 21 days after the receipt of a statement in respect of the proposed amendment delivered under section 48G(3) of the EP Act if that statement is in response to a request by the local government made under section 48G(1) of the EP Act before the later of the days set out in paragraphs (a) and (b);
- (d) a day approved by the Commission;

submission period, in relation to a proposed standard amendment to a local planning scheme, means the period for making submissions that applies under regulation 47(3).

(2) The local government —

- (a) must consider all submissions in relation to a proposed standard amendment to a local planning scheme lodged with the local government within the submission period; and
- (b) may, at the discretion of the local government, consider submissions in relation to the proposed amendment lodged after the end of the submission period but before the end of the consideration period.

(3) Before the end of the consideration period for a proposed standard amendment to a local planning scheme, or a later date

approved by the Commission, the local government must pass a resolution —

- (a) to support the proposed amendment without modification; or
 - (b) to support the proposed amendment with proposed modifications to address issues raised in the submissions; or
 - (c) not to support the proposed amendment.
- (4) If no submissions have been received within the submission period, the resolution referred to in subregulation (3) must be passed as soon as is reasonably practicable after the end of the submission period.

[Regulation 50 amended: SL 2020/252 r. 21; SL 2024/25 r. 37.]

51. Local government may advertise proposed modifications to standard amendment

- (1) The local government may decide to advertise a proposed modification to a proposed standard amendment to a local planning scheme if —
- (a) the local government proposes the modification to address issues raised in submissions made on the proposed amendment; and
 - (b) the local government is of the opinion that the proposed modification is significant.
- (2) If a local government makes a decision under subregulation (1) the local government must take any steps the local government considers appropriate to advertise the proposed modification to the proposed standard amendment.
- (3) A proposed modification to a proposed standard amendment to a local planning scheme may not be advertised on more than one occasion without the approval of the Commission.

- (4) Any advertisement of a proposed modification to a proposed standard amendment to a local planning scheme must include a notice specifying —
 - (a) the proposed modification to be made to the advertised proposed amendment to the local planning scheme; and
 - (b) details of how the proposed modification is made available to the public; and
 - (c) the manner and form in which submissions may be made; and
 - (d) the period under subregulation (5) for making submissions and the last day of that period.
- (5) The period for making submissions on the proposed modification is —
 - (a) the period of 21 days after the day on which the notice under subregulation (4) is first advertised; or
 - (b) a longer period approved by the Commission.
- (6) A person may make a submission on a proposed modification to a proposed standard amendment to a local planning scheme that has been advertised in accordance with subregulation (2) —
 - (a) in the manner and form specified in the notice; and
 - (b) within the period specified in the notice.
- (7) If a proposed modification to a proposed standard amendment to a local planning scheme is advertised in accordance with this regulation, the local government —
 - (a) must consider all submissions on the proposed modification made to the local government within the period specified in the notice; and
 - (b) may, at the discretion of the local government, consider submissions on the proposed modification made to the local government after the period specified in the notice; and

- (c) must make a recommendation in respect of each submission considered.

[Regulation 51 amended: SL 2020/252 r. 22; SL 2024/25 r. 38.]

52. Incorporation of environmental conditions

If a local government receives a statement in respect of a proposed standard amendment to a local planning scheme delivered under section 48F(2) of the EP Act before complying with regulation 53, the local government must amend the proposed amendment —

- (a) to incorporate the conditions set out in the statement; or
- (b) if as the result of a request by the local government under section 48G(1) of the EP Act a statement is delivered to the local government under section 48G(3) of the EP Act, to incorporate the conditions set out in that later statement.

[Regulation 52 amended: SL 2024/25 r. 39.]

53. Provision of standard amendment and documents to Commission

- (1) After passing a resolution under regulation 50(3) the local government must provide the advertised proposed standard amendment (incorporating any conditions required under regulation 52) to the Commission together with the following —
 - (a) a schedule of submissions made on the proposed amendment;
 - (b) the response of the local government in respect of the submissions;
 - (c) particulars of any modifications to the proposed amendment proposed by the local government in response to the submissions;

- (d) if any proposed modification to the proposed amendment was advertised —
 - (i) an explanation of the reasons for advertising the modification; and
 - (ii) particulars of how the modification was advertised; and
 - (iii) a schedule of submissions made on the proposed modifications; and
 - (iv) the recommendation of the local government in accordance with regulation 51(7)(c) in respect of each submission;
 - (e) a copy of the resolution passed under regulation 50(3);
 - (f) if that resolution was a resolution under regulation 50(3)(c) — a summary of the reasons why the local government does not support the proposed amendment;
 - [(g) deleted]*
 - (h) details of any provision in the local planning scheme as it will be amended that supplements a provision set out in Schedule 2;
 - (i) any relevant maps, plans, specifications and particulars required by the Commission.
- (2) A schedule of submissions referred to in subregulation (1)(a) or (d)(iii) must include the following in relation to each submission —
- (a) the name and address of the person making the submission;
 - (b) where it is relevant, a description of the property that is the subject of the submission;
 - (c) the submission or a summary of the submission.

- (3) In the case of a resolution under regulation 50(3)(a) or (c), the local government must comply with subregulation (1) within —
 - (a) 21 days after the day on which the local government passes the resolution; or
 - (b) a longer period approved by the Commission.
- (4) In the case of a resolution under regulation 50(3)(b), the local government must comply with subregulation (1) within —
 - (a) 21 days after —
 - (i) if the local government decides not to advertise any of the proposed modifications — the day on which the local government passes the resolution; or
 - (ii) otherwise — the day on which the local government complies with regulation 51(7);
 - or
 - (b) a longer period approved by the Commission.

[Regulation 53 amended: SL 2024/25 r. 40.]

[54. Deleted: SL 2024/25 r. 41.]

55. Commission to submit standard amendment and documents to Minister

The Commission must, within 60 days after the day on which it receives the proposed standard amendment and additional documents under regulation 53(1), or within such longer period as the Minister or an authorised person allows —

- (a) consider the proposed amendment and additional documents; and
- (b) make any recommendations to the Minister in respect of the proposed amendment that the Commission considers appropriate; and
- (c) endorse a copy of the proposed amendment; and

- (d) submit the endorsed copy of the proposed amendment to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 55 inserted: SL 2024/25 r. 41.]

56. Minister or authorised person may direct modifications to standard amendment be advertised

(1A) This regulation applies if —

- (a) a proposed standard amendment is submitted for approval under section 87 of the Act; and
- (b) the local government proposes, the Commission recommends, or the Minister is otherwise considering, modifications to the proposed amendment as it was advertised under regulation 47.

- (1) Before a decision is made under section 87 of the Act in relation to the proposed standard amendment, the Minister or an authorised person may direct the local government to advertise any of the modifications that the Minister or authorised person considers are significant.
- (2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —
 - (a) the making and consideration of submissions on the modifications; and
 - (b) providing recommendations to the Minister or authorised person following the advertisement.
- (3) If a local government is given a direction under subregulation (1) the local government must advertise the modifications as directed by the Minister or authorised person.

[Regulation 56 amended: SL 2024/25 r. 42.]

Division 4 — Process for basic amendments to local planning scheme

[Heading inserted: SL 2024/25 r. 43.]

57. Basic amendment not required to be advertised

For the purposes of section 83A(5)(a) of the Act, a proposed basic amendment to a local planning scheme is not required to be advertised.

Notes for this regulation:

1. Under section 83A(5) of the Act, the effect of this regulation is that the local government is not required —
 - (a) to submit a proposed basic amendment for approval to advertise under section 83A(1) of the Act; or
 - (b) to comply with section 84 of the Act in relation to a proposed basic amendment.
2. Under regulation 61, the Minister or an authorised person may direct a local government to advertise a basic amendment submitted for the Minister's approval under section 87(1) of the Act.

[Regulation 57 inserted: SL 2024/25 r. 44.]

58. Basic amendment to be provided to Commission

- (1) A local government must provide a proposed basic amendment to the Commission, together with any relevant maps, plans, specifications and particulars required by the Commission.
- (2) The local government must comply with subregulation (1) within —
 - (a) if the proposed basic amendment is not required to be referred to the EPA because of section 81(2) of the Act — 28 days after the day on which the local government resolves to prepare or adopt the amendment under regulation 35(1); or

- (b) if the EPA has informed the local government under section 48A(1)(a) of the EP Act that the proposed amendment should not be assessed by the EPA —
7 days after the day on which the EPA so informs the local government.

[Regulation 58 inserted: SL 2024/25 r. 44.]

59. Commission may direct amendment be treated as complex or standard amendment

If, on receipt of documents provided to it under regulation 58, the Commission considers that the proposed amendment to the local planning scheme is a complex amendment or a standard amendment, the Commission may give the local government a direction stating —

- (a) that the Commission considers that the proposed amendment is a complex amendment or a standard amendment, rather than a basic amendment; and
- (b) that the local government must accordingly comply with sections 83A and 84 of the Act, and Division 2 or 3 of this Part (as the case requires), on that basis.

[Regulation 59 inserted: SL 2024/25 r. 44.]

60. Commission to submit basic amendment to Minister

Unless the Commission gives a direction under regulation 59, the Commission must, within 42 days after the day on which it receives the proposed basic amendment and additional documents under regulation 58, or within such longer period as the Minister or an authorised person allows —

- (a) consider the proposed amendment and additional documents; and
- (b) make any recommendations to the Minister in respect of the proposed amendment that the Commission considers appropriate; and
- (c) endorse a copy of the proposed amendment; and

- (d) submit the endorsed copy of the proposed amendment to the Minister on behalf of the local government in accordance with section 87(1) of the Act, together with the additional documents and recommendations.

[Regulation 60 inserted: SL 2024/25 r. 44.]

61. Minister or authorised person may direct basic amendment be advertised

- (1) Before a decision is made under section 87 of the Act in relation to a basic amendment submitted for approval under that section, the Minister or an authorised person may direct the local government to advertise the proposed amendment if the Minister or authorised person is of the opinion that the proposed amendment is significant.
- (2) The direction must include details of the process to be followed in respect of the advertisement including timeframes for —
 - (a) the making and consideration of submissions on the proposed basic amendment; and
 - (b) providing recommendations to the Minister or authorised person following the advertisement.
- (3) If a local government is given a direction under subregulation (1) the local government must advertise the proposed basic amendment as directed by the Minister or authorised person.

[Regulation 61 amended: SL 2024/25 r. 45.]

Division 5 — Giving effect to decision on amendment to local planning scheme

62. Decision by Minister to refuse to approve amendment to local planning scheme

- (1) If the Minister refuses to approve an amendment to a local planning scheme under section 87(2)(c) of the Act, the Minister

must notify the local government of the refusal to approve the amendment.

- (2) As soon as reasonably practicable after being notified of the refusal to approve the amendment, the local government must notify each person who made a submission in relation to the amendment of the refusal to approve the amendment.

[Regulation 62 inserted: SL 2024/25 r. 46.]

63. Decision by Minister to require modification of amendment to local planning scheme

- (1) If the Minister requires a local government to modify an amendment to a local planning scheme under section 87(2)(b) of the Act, the Minister must notify the local government of the requirement to modify the amendment.
- (2) Within 42 days after the day on which the local government is notified of the requirement to modify the amendment, or within such longer period as the Minister or an authorised person allows, the local government must —
- (a) modify the amendment as required; and
 - (b) provide to the Commission —
 - (i) the amendment as modified; and
 - (ii) a copy of the notification from the Minister.
- (3) The Commission must, within 28 days after the day on which it receives the documents under subregulation (2)(b), or within such longer period as the Minister or an authorised person allows —
- (a) endorse a copy of the modified amendment; and
 - (b) resubmit the endorsed copy of the modified amendment to the Minister on behalf of the local government.

[Regulation 63 inserted: SL 2024/25 r. 46.]

63A. Decision by Minister to approve amendment to local planning scheme

If the Minister approves an amendment to a local planning scheme under section 87(2)(a) of the Act, the Minister must —

- (a) notify the Commission and the local government of the approval; and
- (b) provide a copy of the approved amendment to the Commission and the local government.

[Regulation 63A inserted: SL 2024/25 r. 46.]

63B. Certified copy of amendment to local planning scheme

A person authorised in writing by the Commission may certify that a copy of an amendment to a local planning scheme is a true copy of the amendment as approved by the Minister.

[Regulation 63B inserted: SL 2024/25 r. 46.]

64. Advertisement of approved amendment to local planning scheme

- (1) The Commission must provide to the relevant local government notice of the publication of an amendment to a local planning scheme in the *Gazette* under section 87(3) of the Act.
- (2) For the purposes of section 87(4B)(a) of the Act, the local government must advertise the approved amendment as follows —
 - (a) publish a copy of the notice referred to in subregulation (1) in accordance with regulation 76A;
 - (b) publish the amendment in accordance with regulation 76A;
 - (c) notify each person who made a submission in relation to the amendment —
 - (i) that the amendment has been approved; and

Planning and Development (Local Planning Schemes) Regulations 2015

Part 5 Amending local planning scheme

Division 5 Giving effect to decision on amendment to local planning scheme

r. 64

- (ii) of the details of how the amendment is made available to the public in accordance with regulation 76A.

[Regulation 64 amended: SL 2020/252 r. 23; SL 2024/25 r. 47.]

Part 6 — Review and consolidation of local planning schemes

Division 1 — Review of local planning scheme

65. Review of local planning scheme

- (1) A local government must carry out a review of each local planning scheme prepared by the local government —
 - (a) in the 5th year after the scheme is published in the *Gazette* under section 87(3) of the Act; and
 - (b) in the 5th year after the completion of each review carried out under this Division.
- (2) Subregulation (1) applies to a local planning scheme that was published in the *Gazette* more than 5 years before the commencement of this regulation as if it were published in the *Gazette* on the day that is 3 years before the day on which this regulation comes into operation.
- (3) The review must consider whether the local planning scheme is up-to-date and complies with these regulations.
- (4) The review may be undertaken in conjunction with the preparation of a consolidation of a scheme under Part 5 Division 5 of the Act.

66. Report of review

- (1) The local government must, no later than 6 months after the requirement to carry out the review of a local planning scheme arises under regulation 65, or such longer period as the Commission allows —
 - (a) prepare a report of the review; and
 - (b) approve the report by resolution; and
 - (c) provide the approved report to the Commission.

- (2) The report must be prepared in the manner and form approved by the Commission and must include the following information —
- (a) the date on which the local planning scheme was published in the *Gazette* in accordance with section 87(3) of the Act;
 - (b) the date on which each amendment made to the scheme was published in the *Gazette* in accordance with section 87(3) of the Act;
 - (c) the date on which the scheme was last consolidated under Part 5 Division 5 of the Act;
 - (d) an overview of the subdivision and development activity, lot take-up and population changes in the scheme area since the later of —
 - (i) the date on which the scheme was published in the *Gazette* in accordance with section 87(3) of the Act; and
 - (ii) the date on which the scheme was last reviewed;
 - (e) an overview of the extent to which the scheme has been amended to —
 - (i) comply with the requirements of any relevant legislation, region planning scheme or State planning policy; or
 - (ii) provide for any planning code that is to be read as part of the scheme or any modifications to a planning code.
- (3) The report must make recommendations as to —
- (a) whether the scheme —
 - (i) is satisfactory in its existing form; or
 - (ii) should be amended; or
 - (iii) should be repealed and a new scheme prepared in its place;

and

- (b) whether the local planning strategy for the scheme —
 - (i) is satisfactory in its existing form; or
 - (ii) should be amended; or
 - (iii) should be revoked and a new strategy prepared in its place;

and

- (c) whether any structure plan or local development plan approved under the scheme —
 - (i) is satisfactory in its existing form; or
 - (ii) should be amended; or
 - (iii) should have its approval revoked.

[Regulation 66 amended: SL 2020/252 r. 24; SL 2024/25 r. 48.]

67. Decision of Commission

- (1) Within 90 days of receiving a report of a review of a local planning scheme, or such longer period as the Minister or an authorised person allows, the Commission must consider the report and —
 - (a) decide whether the Commission agrees or disagrees with the recommendations in the report; and
 - (b) notify the local government which prepared the report of the Commission's decision.
- (2) After receiving notification of the Commission's decision on a report of a review of a local planning scheme the local government must publish in accordance with regulation 76A —
 - (a) the report; and
 - (b) notice of the Commission's decision.

[Regulation 67 amended: SL 2020/252 r. 25.]

Division 2 — Consolidation of local planning schemes

68. Consolidation of local planning schemes

- (1) Part 4, to the extent applicable, applies in respect of the preparation of a consolidation of a local planning scheme under Part 5 Division 5 of the Act.
- (2) A local government may not, under regulation 21(1)(c) or regulation 25(3)(c), make a resolution not to proceed with the consolidation of a local planning scheme.

69. Amendment of local planning scheme arising from consolidation

- (1) If, under section 92 of the Act, the Minister advises the local government that the Minister concurs with a recommendation of the local government that the local planning scheme be amended, or recommends an amendment to the local planning scheme, the local government is to prepare the amendment as a basic amendment under Part 5.
- (2) A local government must not make a resolution not to proceed with an amendment referred to in subregulation (1).

Part 7 — Development contribution plans

70. Development contribution area

- (1) A local government may determine that an area of land within a scheme area is a development contribution area if development or subdivision of the land would require the provision of infrastructure or facilities in the area to support the development or subdivision.
- (2) A development contribution area must be shown as a special control area on the scheme map for the local planning scheme.

71. Development contribution plan

- (1) A local government must prepare a development contribution plan for each area identified in a local planning scheme as a development contribution area.
- (2) A development contribution plan may be prepared concurrently with the identification of the development contribution area to which it relates.
- (3) A development contribution plan is prepared for the purpose of setting out who is to contribute to the cost of providing infrastructure or facilities in a development contribution area and how those contributions are to be determined.
- (4) A development contribution plan must set out the following —
 - (a) the development contribution area to which it applies;
 - (b) the infrastructure and administrative items to be funded through the plan;
 - (c) the method of determining the contribution of each owner of land in the development contribution area;
 - (d) the priority and timing for the provision of the infrastructure;
 - (e) whether costs of providing infrastructure and administrative items are to be reviewed annually and if

so, the method proposed for the annual review of the costs;

(f) the term for which the plan is to have effect.

72. Development contribution area and plans are complex amendments

The identification of a development contribution area and the preparation of a development contribution plan, or the amendment of an area or plan, are to be prepared as part of the preparation or adoption of a local planning scheme or as a complex amendment to a local planning scheme.

73. Effect of development contribution plan

- (1) A local government must not levy a contribution for the provision of infrastructure or facilities for an area unless there is a development contribution plan in place for the area.
- (2) The Commission must not grant subdivision approval subject to a condition that a person may be required to make a contribution to the provision of infrastructure or facilities for the area covered by the subdivision if a development contribution plan is not in place for the area.
- (3) A local government must not refuse to grant development approval on the grounds that a development contribution plan is being prepared for the area in which the development is located unless that plan has already been advertised.
- (4) The Commission must not refuse to grant subdivision approval on the grounds that a development contribution plan is being prepared for the area covered by the subdivision unless that plan has already been advertised.

Part 8 — Miscellaneous

74. Expenses of environmental review

- (1) In this regulation —

affected land, in relation to a local planning scheme or an amendment to a local planning scheme, means land to which the local planning scheme or amendment relates;

method of calculation means a method of calculation for the purposes of this regulation set out in subregulation (4);

review expenses means expenses incurred by a local government in undertaking an environmental review of a local planning scheme or amendment in accordance with instructions issued under section 48C(1)(a) of the EP Act;

value, in relation to land, means the rateable value of the land recorded in the rate records of the local government at the time the resolution to prepare or adopt the local planning scheme or amendment was passed.

- (2) A local government may, under section 82(6) of the Act, recover in a court of competent jurisdiction, as a debt due to the local government, any amount due and owing under this regulation in respect of review expenses incurred by the local government.
- (3) The owner of affected land is liable to pay an amount in respect of review expenses if —
- (a) the review is to be undertaken by the local government; and
 - (b) the local planning scheme or amendment documents —
 - (i) provide that the owner is liable for review expenses; and
 - (ii) set out a method of calculation for the amount that is to be payable by each owner.

- (4) The methods of calculation for the purposes of subregulation (3)(b)(ii) are as follows —

- (a) proportional land area, being the amount calculated using the formula —

$$\text{Amount due by person} = \frac{A}{T} \times \text{review expenses}$$

where —

A is the area of the affected land owned by the person;

T is the total area of affected land;

- (b) proportional land value, being the amount calculated using the formula —

$$\text{Amount due by person} = \frac{V}{T} \times \text{review expenses}$$

where —

V is the value of the affected land owned by the person;

T is the total value of affected land;

- (c) another method of calculation approved by the Minister or an authorised person.

- (5) Unless the local government and the owner of affected land have agreed in writing that the review expenses may be recovered at an earlier time, review expenses must not be recovered from the owner until the local planning scheme or amendment has come into force and —

- (a) the affected land owned by the person is sold or subdivided; or
- (b) in the case of an amendment that changed the zoning of affected land, the local government grants approval for the development of affected land owned by the person

that could not have been granted under the local planning scheme prior to the amendment coming into force.

- (6) A local government must not seek to recover review expenses from a land owner unless the local government has kept separate records setting out details of —
 - (a) the review expenses incurred and recovered; and
 - (b) the affected land; and
 - (c) any agreements of the type referred to in subregulation (5).

75. Compensation

An application for compensation under Part 11 of the Act arising from the making or amendment to a local planning scheme must be made to the local government in a form approved by the Commission.

76. Transitional arrangements for replacement local planning schemes

A local planning scheme that replaces one or more local planning schemes may provide that an application, instrument or policy that was made under, or applied in respect of, a local planning scheme that is being replaced is to be taken to be an application, instrument or policy for the purposes of the new scheme.

76A. Requirements for making documents available to public

- (1) This regulation applies if under a provision of these regulations (other than Schedule 1 or 2) a local government is required to publish in accordance with this regulation a notice, scheme, amendment or other document (the *document*).

r. 76A

- (2) The local government must make the document available in accordance with the applicable requirements of subregulations (3) to (5).

Note for this subregulation:

Under regulation 76B, the Commission may approve varied requirements that apply if it is not practicable for a local government to publish documents in accordance with subregulations (3) to (5).

- (3) For all documents, the local government must —
- (a) publish on the website of the local government —
 - (i) the document; or
 - (ii) a hyperlink to a webpage on which the document is published;
 - and
 - (b) if it is reasonably practicable to do so — make a copy of the document available for public inspection at a place in the district of the local government during normal business hours.
- (4) If the document is a notice and the local government considers that it is appropriate in the circumstances for the notice to be published in a newspaper, the local government must also ensure that the notice is published in a newspaper circulating in the relevant locality in the local government's district.
- (5) The local government must ensure that the document remains published under subregulation (3)(a) and (if applicable) available for public inspection under subregulation (3)(b) —
- (a) if the document is published in compliance with a requirement that is expressed to be an ongoing publication requirement — at all times that the document is in effect; or
 - (b) if the document is published in compliance with a requirement to advertise for submissions or recommendations under these regulations — during the

whole of the period within which submissions or recommendations may be made; or

- (c) if paragraphs (a) and (b) do not apply — during a period that the local government considers is reasonable.

[Regulation 76A inserted: SL 2020/252 r. 26.]

76B. Commission may approve varied requirements for publication of documents

- (1) In this regulation —
document has the meaning given in regulation 76A(1);
publication requirements means the requirements of regulation 76A(3) to (5) in relation to making documents available to the public.
- (2) If the Commission considers that it is not practicable for a local government to comply with any of the publication requirements in relation to documents that it is or may become required to publish, the Commission may give the local government a written notice approving varied requirements that apply in relation to the local government making documents available to the public.
- (3) If a notice under subregulation (2) is in effect in relation to a local government, the local government is taken to comply with the applicable publication requirements in relation to a document if the local government complies with those requirements as varied by the notice.
- (4) A notice under subregulation (2) —
 - (a) must state whether it has effect indefinitely or for a period specified in the notice; and
 - (b) takes effect when it is given to the local government; and

r. 76B

- (c) ceases to be in effect —
 - (i) if the Commission gives the local government a further written notice revoking it; or
 - (ii) at the end of the period (if any) specified under paragraph (a).

[Regulation 76B inserted: SL 2020/252 r. 26.]

Part 9 — Repeal and transitional provisions

Division 1 — Transitional provisions for *Planning and Development (Local Planning Schemes) Regulations 2015*

[Heading inserted: SL 2020/252 r. 27.]

77. Terms used

In this Division —

commencement day means the day on which regulation 78 comes into operation;

planning instrument means any of the following instruments —

- (a) a consolidation of a local planning scheme;
- (b) an activity centre plan;
- (c) a development contribution plan;
- (d) a local development plan;
- (e) a local planning policy;
- (f) a local planning scheme;
- (g) a local planning strategy;
- (h) a structure plan;
- (i) an amendment to an instrument referred to in paragraph (b) to (h);

repealed regulations means the *Town Planning Regulations 1967*.

[Regulation 77 amended: SL 2020/252 r. 28.]

78. *Town Planning Regulations 1967* repealed

The *Town Planning Regulations 1967* are repealed.

79. Planning instruments continued

- (1) A planning instrument made under the Act before commencement day and in accordance with the repealed

regulations or a State planning policy continues in force as if it were a planning instrument of the same type made under the Act in accordance with these regulations.

- (2) For the purposes of subregulation (1), an instrument of a type referred to in column 2 of the Table is to be taken to be a planning instrument of the type referred to in column 3 of the Table.

Table

| Item | Type of instrument | Type of planning instrument |
|-------------|--|------------------------------------|
| 1. | Outline development plan Development plan Subdivision guide plan | Structure plan |
| 2. | Activity centre structure plan | Activity centre plan |
| 3. | Detailed area plan | Local development plan |

- (3) On and after the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation, this regulation applies subject to Schedule 2 clause 92 (as that clause applies as part of local planning schemes).

[Regulation 79 amended: SL 2020/252 r. 29.]

80. Planning instruments in course of preparation

Any step taken under the Act and in accordance with the repealed regulations or a State planning policy before commencement day in the preparation of a planning instrument is to be taken to be a step taken in the preparation of a planning instrument of that type under these regulations.

81. Development applications

A development application made but not determined under a local planning scheme before commencement day is to be taken to be a development application made under the local planning scheme as that scheme is continued under regulation 79 and is to be determined in accordance with the local planning scheme as so continued.

Division 2 — Transitional provisions for *Planning Regulations Amendment Regulations 2020*

[Heading inserted: SL 2020/252 r. 30.]

82. Advertising processes in progress on commencement day

(1) In this regulation —

amended regulations means these regulations as amended by the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2;

commencement day means the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation;

former regulations means these regulations as in force immediately before commencement day;

relevant advertising process —

(a) means any of the following processes —

- (i) the advertising of a local planning strategy, or amendment to a local planning strategy, under regulation 13;
- (ii) the advertising of a resolution to prepare or adopt a local planning scheme under regulation 20;
- (iii) the advertising of a draft local planning scheme under regulation 22;
- (iv) the advertising of a proposed modification to a local planning scheme under regulation 26;

- (v) the advertising of an approved local planning scheme under regulation 33;
 - (vi) the advertising of an amendment to a local planning scheme under regulation 38 or 47;
 - (vii) the advertising of a proposed modification to an amendment to a local planning scheme under regulation 42 or 51;
 - (viii) the advertising of an approved amendment to a local planning scheme under regulation 64;
 - and
 - (b) includes the giving of notices to persons or public authorities as part of a process referred to in paragraph (a).
- (2) A relevant advertising process that commenced, but was not completed, before commencement day may be completed in accordance with the requirements of the former regulations rather than the amended regulations.
- (3) If the relevant advertising process for a strategy, resolution, scheme, amendment or modification (the ***relevant planning instrument***) is completed in accordance with subregulation (2) —
- (a) the relevant planning instrument is taken to have been advertised in compliance with the relevant requirements of the amended regulations; and
 - (b) these regulations apply with any necessary changes to the relevant planning instrument.
- (4) If the process of advertising an amendment to a local planning scheme commenced before commencement day, regulation 35A does not apply to the amendment.

[Regulation 82 inserted: SL 2020/252 r. 30.]

Division 3 — Transitional provisions for *Planning and Development (Local Planning Schemes) Amendment Regulations 2024*

[Heading inserted: SL 2024/25 r. 49.]

83. Term used: former Act

In this Division —

former Act means the Act as in force immediately before 1 March 2024.

[Regulation 83 inserted: SL 2024/25 r. 49.]

84. Provision of local planning scheme that applies State planning policy of no effect

- (1) This regulation applies to a provision of a local planning scheme included in the scheme before 1 March 2024 under section 77(1)(b) of the former Act that provides that a specified State planning policy, with or without modifications, is to be read as part of the scheme.
- (2) On and after 1 March 2024, the provision is of no effect.
- (3) Subregulation (2) does not apply to a provision of a local planning scheme that provides that the R-Codes, with or without modification, are to be read as part of the scheme.

Note for this subregulation:

Under section 291 of the Act, the R-Codes are taken to be planning codes on and after 1 March 2024.

[Regulation 84 inserted: SL 2024/25 r. 49.]

Schedule 1 — Model provisions for local planning schemes

[r. 10(2)]

Part 1 — Preliminary

1. Citation

This local planning scheme is the City/Town/Shire of
Scheme No

2. Commencement

Under section 87(4) of the Act, this local planning scheme comes into operation on the day on which it is published in the *Gazette*.

3. Scheme revoked

The following local planning scheme(s) is (are) revoked —

| | |
|------|---------------|
| Name | Gazettal date |
|------|---------------|

(Insert (where applicable) existing local planning schemes revoked by the Scheme.)

4. Notes do not form part of Scheme

Notes, and instructions printed in italics, do not form part of this Scheme.

Note:

The *Interpretation Act 1984* section 32 makes provision in relation to whether headings form part of the written law.

5. Responsibility for Scheme

The City/Town/Shire of is the local government responsible for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

(Where necessary, provision may be made for more than one responsible authority.)

6. Scheme area

This Scheme applies to the area shown on the Scheme Map.

Note:

The Scheme area (or part) is also subject to the Region planning scheme (see clause 12) and other local planning schemes (see clause 11).

(Insert the appropriate description. Reference may be made to the whole of a district, part of a district, land within a townsite boundary or land within an area outlined on the Scheme Map. The note only applies where a region planning scheme or another local planning scheme is in force in the Scheme area.)

7. Contents of Scheme

- (1) In addition to the provisions set out in this document (the ***scheme text***), this Scheme includes the following —

- (a) the deemed provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2);
- (b) the Scheme Map;
- (c) the following plans, maps, diagrams, illustrations or materials —

(Insert after paragraph (c) a description of any supporting plans, maps, diagrams, illustrations or materials which form part of the Scheme.)

- (2) This Scheme is to be read in conjunction with any local planning strategy for the Scheme area.

8. Purposes of Scheme

The purposes of this Scheme are to —

- (a) set out the local government's planning aims and intentions for the Scheme area; and
- (b) set aside land as local reserves for public purposes; and
- (c) zone land within the Scheme area for the purposes defined in this Scheme; and

- (d) control and guide development including processes for the preparation of structure plans and local development plans; and
- (e) set out procedures for the assessment and determination of development applications; and
- (f) set out procedures for contributions to be made for the costs of providing infrastructure in connection with development through development contribution plans; and
- (g) make provision for the administration and enforcement of this Scheme; and
- (h) address other matters referred to in Schedule 7 of the Act.

[Clause 8 amended: SL 2020/252 r. 31.]

9. Aims of Scheme

The aims of this Scheme are —

(Insert a statement setting out the general aims of the Scheme.)

10. Relationship with local laws

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

11. Relationship with other local planning schemes

The following local planning schemes of the City/Town/Shire of also apply in the Scheme area —

Scheme No Gazettal date

(If applicable, list any other Schemes which are complementary to the Scheme. If no other Schemes apply to the Scheme area, insert the words “There are no other local planning schemes of the City/Town/Shire of which apply to the Scheme area.”.)

12. Relationship with region planning scheme

The Region Scheme made (or continued) under Part 4 of the Act applies in respect of part or all of the Scheme area.

Note:

The authority responsible for implementing the Region Scheme is the Western Australian Planning Commission.

(This clause and note only apply where a region planning scheme applies to some or all of the Scheme area. If no region planning scheme applies to the Scheme area, insert the words “There are no region planning schemes which apply to the Scheme area.”.)

Part 2 — Reserves

13. Regional Reserves

- (1) Regional reserves are marked on the Scheme Map according to the legend on the Scheme Map.
- (2) The lands marked as regional reserves are lands reserved for a public purpose under the Region Scheme.

(This clause only applies where a region planning scheme is in force. If there is no region planning scheme in force, insert the words “There are no regional reserves in the Scheme area.”.)

Note:

The process of reserving land under a regional planning scheme is separate from the process of reserving land under the *Land Administration Act 1997* section 41.

14. Local reserves

- (1) In this clause —

Department of Main Roads means the department principally assisting in the administration of the *Main Roads Act 1930*;

Western Australian Road Hierarchy means the document of that name available on the website maintained by the Department of Main Roads.

(2) Local reserves are shown on the Scheme Map according to the legend on the Scheme Map.

(3) The objectives of each local reserve are as follows —

(Select the reserves and the objectives for those reserves that are contained in the Scheme from the Table.)

Table — Reserve objectives

| Reserve name | Objectives |
|----------------------------|--|
| Public Open Space | <ul style="list-style-type: none">• To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s. 152.• To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage. |
| Environmental conservation | <ul style="list-style-type: none">• To identify areas with biodiversity and conservation value, and to protect those areas from development and subdivision.• To identify and protect areas of biodiversity conservation significance within National Parks and State and other conservation reserves. |
| State Forest | <ul style="list-style-type: none">• To identify areas of State Forest. |
| Civic and Community | <ul style="list-style-type: none">• To provide for a range of community facilities which are compatible with surrounding development.• To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit. |
| Social Care Facilities | <ul style="list-style-type: none">• Civic and Community which specifically provide for a range of essential social care facilities. |
| Cultural Facilities | <ul style="list-style-type: none">• Civic and Community which specifically provide for a range of essential cultural facilities. |
| Public Purposes | <ul style="list-style-type: none">• To provide for a range of essential physical and community infrastructure. |

| Reserve name | Objectives |
|---------------------------|---|
| Medical Services | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of essential medical services. |
| Infrastructure Services | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of essential infrastructure services. |
| Education | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of essential education facilities. |
| Emergency Services | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of essential emergency services. |
| Heritage | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of heritage purposes. |
| Government Services | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of government services. |
| Recreational | <ul style="list-style-type: none">• Public Purposes which specifically provide for a range of public recreational facilities. |
| Cemetery | <ul style="list-style-type: none">• To set aside land required for a cemetery. |
| Car Park | <ul style="list-style-type: none">• To set aside land required for a car park. |
| Drainage / Waterway | <ul style="list-style-type: none">• To set aside land required for significant waterways and drainage. |
| Railways | <ul style="list-style-type: none">• To set aside land required for passenger rail and rail freight services. |
| Primary Distributor Road | <ul style="list-style-type: none">• To set aside land required for a primary distributor road being a road classified as a Regional Distributor or Primary Distributor under the Western Australian Road Hierarchy. |
| District Distributor Road | <ul style="list-style-type: none">• To set aside land required for a district distributor road being a road classified as a Distributor A or Distributor B under the Western Australian Road Hierarchy. |
| Local Distributor Road | <ul style="list-style-type: none">• To set aside land required for a local distributor road being a road classified as a Local Distributor under the Western Australian Road Hierarchy. |

| Reserve name | Objectives |
|--------------------------|--|
| Local Road | <ul style="list-style-type: none">• To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy. |
| Strategic infrastructure | <ul style="list-style-type: none">• To set aside land required for port or airport facilities. |
| Special Purpose Reserve | <ul style="list-style-type: none">• To set aside land for a special purpose.• Purposes that do not comfortably fit in any other reserve classification. |

15. Additional uses for local reserves

- (1) The Table sets out —
- (a) classes of use for specified land located in local reserves that are additional to classes of use determined in accordance with the objectives of the reserve; and
 - (b) the conditions that apply to that additional use.

Table

Specified additional uses for land in local reserves in Scheme area

| No. | Description of land | Additional use | Conditions |
|-----|---------------------|----------------|------------|
| | | | |

- (2) Despite anything contained in clause 14, land that is specified in the Table to subclause (1) may be used for the additional class of use set out in respect of that land subject to the conditions that apply to that use.

(The Table of additional uses for land in local reserves may be set out as a Schedule to the Scheme.

If the Scheme does not include additional uses for land in local reserves, insert the words “There are no additional uses for land in local reserves that apply to this Scheme.”.)

Part 3 — Zones and use of land

16. Zones

- (1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each zone are as follows —
(Select the zones and the objectives for those zones that are contained in the Scheme from the Table.)

Table — Zone objectives

| Zone name | Objectives |
|-------------------|--|
| Residential | <ul style="list-style-type: none">• To provide for a range of housing and a choice of residential densities to meet the needs of the community.• To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.• To provide for a range of non-residential uses, which are compatible with and complementary to residential development. |
| Urban Development | <ul style="list-style-type: none">• To provide an intention of future land use and a basis for more detailed structure planning in accordance with the provisions of this Scheme.• To provide for a range of residential densities to encourage a variety of residential accommodation.• To provide for the progressive and planned development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development.• To provide an intermediate transitional zone following the lifting of an urban deferred zoning within the Metropolitan Region Scheme. |

| Zone name | Objectives |
|---------------------|--|
| Settlement | <ul style="list-style-type: none">• To identify existing and proposed Aboriginal settlements and to collaboratively plan for the orderly and proper development of those places by —<ul style="list-style-type: none">(a) requiring preparation and endorsement of a layout plan in accordance with State Planning Policy 3.2; and(b) ensuring that development accords with a layout plan. |
| Special Residential | <ul style="list-style-type: none">• To provide for lot sizes in the range of 2 000 m² and 1 ha.• To ensure development is sited and designed to achieve an integrated and harmonious character.• To set aside areas where the retention of vegetation and landform or other features which distinguish the land, warrant a larger residential lot size than that expected in a standard residential zone. |
| Rural | <ul style="list-style-type: none">• To provide for the maintenance or enhancement of specific local rural character.• To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.• To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.• To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.• To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses. |

| Zone name | Objectives |
|----------------------------|---|
| Rural Residential | <ul style="list-style-type: none">• To provide for lot sizes in the range of 1 ha to 4 ha.• To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.• To set aside areas for the retention of vegetation and landform or other features which distinguish the land. |
| Rural Smallholdings | <ul style="list-style-type: none">• To provide for lot sizes in the range of 4 ha to 40 ha.• To provide for a limited range of rural land uses where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.• To set aside areas for the retention of vegetation and landform or other features which distinguish the land. |
| Rural Townsite Zone | <ul style="list-style-type: none">• To provide for a range of land uses that would typically be found in a small country town. |
| Environmental conservation | <ul style="list-style-type: none">• To identify land set aside for environmental conservation purposes.• To provide for the preservation, maintenance, restoration or sustainable use of the natural environment. |
| Light Industry | <ul style="list-style-type: none">• To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.• To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity. |

| Zone name | Objectives |
|------------------------|--|
| General Industry | <ul style="list-style-type: none">• To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.• To accommodate industry that would not otherwise comply with the performance standards of light industry.• Seek to manage impacts such as noise, dust and odour within the zone. |
| Industrial Development | <ul style="list-style-type: none">• To designate land for future industrial development.• To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme. |
| Strategic Industry | <ul style="list-style-type: none">• To designate industrial sites of State or regional significance. |
| Commercial | <ul style="list-style-type: none">• To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.• To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.• To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality. |
| Mixed Use | <ul style="list-style-type: none">• To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.• To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents. |

| Zone name | Objectives |
|--------------------|--|
| Service Commercial | <ul style="list-style-type: none">• To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.• To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones. |
| Centre | <ul style="list-style-type: none">• To designate land for future development as a town centre or activity centre.• To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy. |
| Tourism | <ul style="list-style-type: none">• To promote and provide for tourism opportunities.• To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area.• To allow limited residential uses where appropriate.• To encourage the location of tourist facilities so that they may benefit from existing road services, physical service infrastructure, other tourist attractions, natural features and urban facilities. |

| Zone name | Objectives |
|---|---|
| Private clubs, institutions and places of worship | <ul style="list-style-type: none">• To provide sites for privately owned and operated recreation, institutions and places of worship.• To integrate private recreation areas with public recreation areas wherever possible.• To separate potentially noisy engine sports from incompatible uses.• To provide for a range of privately owned community facilities, and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.• To ensure that the standard of development is in keeping with surrounding development and protects the amenity of the area. |
| Special Use Zone | <ul style="list-style-type: none">• To facilitate special categories of land uses which do not sit comfortably within any other zone.• To enable the Council to impose specific conditions associated with the special use. |

17. Zoning table

The zoning table for this Scheme is as follows —

(Insert zoning table.)

18. Interpreting zoning table

- (1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross-reference between the list of use classes on the left hand side of the zoning table and the list of zones at the top of the zoning table.
- (2) The symbols used in the zoning table have the following meanings —
 - P means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme;
 - I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with any relevant development standards and requirements of this Scheme;

- D means that the use is not permitted unless the local government has exercised its discretion by granting development approval;
- A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions;
- X means that the use is not permitted by this Scheme.

(A symbol must appear in the cross-reference of a use class against all the zones in the zoning table.)

Notes for this clause:

1. The development approval of the local government may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances 1 application is made for both the carrying out of works on, and the use of, land.
 2. Under clause 61 of the deemed provisions, certain works and uses are exempt from the requirement for development approval.
 3. Clause 67 of the deemed provisions deals with the consideration of applications for development approval by the local government. Under that clause, development approval cannot be granted for development that is a class X use in relation to the zone in which the development is located, except in certain circumstances where land is being used for a non-conforming use.
- (3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.
- (4) The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table —
- (a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
 - (b) determine that the use may be consistent with the objectives of a particular zone and advertise under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or

- (c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.

- (5) If a use of land is identified in a zone as being a class P or class I use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.

[(6) *deleted*]

- (7) If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to any of the following plans that apply to the land —

- (a) a structure plan;

[(b) *deleted*]

- (c) a local development plan.

[Clause 18 amended: SL 2020/252 r. 32.]

19. Additional uses

- (1) The Table sets out —
- (a) classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located; and
- (b) the conditions that apply to that additional use.

Table

Specified additional uses for zoned land in Scheme area

| No. | Description of land | Additional use | Conditions |
|-----|---------------------|----------------|------------|
| | | | |

- (2) Despite anything contained in the zoning table, land that is specified in the Table to subclause (1) may be used for the additional class of

use set out in respect of that land subject to the conditions that apply to that use.

(The Table of additional uses for zoned land may be set out as a Schedule to the Scheme.

If the Scheme does not include additional uses for zoned land, insert the words “There are no additional uses for zoned land that apply to this Scheme.”.)

20. Restricted uses

(1) The Table sets out —

- (a) restricted classes of use for specified land that apply instead of the classes of use that are permissible in the zone in which the land is located; and
- (b) the conditions that apply to that restricted use.

Table

Restricted uses for land in Scheme area

| No. | Description of land | Restricted use | Conditions |
|-----|---------------------|----------------|------------|
| | | | |

(2) Despite anything contained in the zoning table, land that is specified in the Table to subclause (1) may be used only for the restricted class of use set out in respect of that land subject to the conditions that apply to that use.

(The Table of restricted uses for land may be set out as a Schedule to the Scheme.

If the Scheme does not include restricted uses, insert the words “There are no restricted uses which apply to this Scheme.”.)

21. Special use zones

- (1) The Table sets out —
- (a) special use zones for specified land that are in addition to the zones in the zoning table; and
 - (b) the classes of special use that are permissible in that zone; and
 - (c) the conditions that apply in respect of the special uses.

Table

Special use zones in Scheme area

| No. | Description of land | Special use | Conditions |
|-----|---------------------|-------------|------------|
| | | | |

- (2) A person must not use any land, or any structure or buildings on land, in a special use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

Note:

Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.

(The Table of special use zones may be set out as a Schedule to the Scheme.

If the Scheme does not include special use zones, insert the words “There are no special use zones which apply to this Scheme.”.)

22. Non-conforming uses

- (1) Unless specifically provided, this Scheme does not prevent —
- (a) the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or

- (b) the carrying out of development on land if —
 - (i) before the commencement of this Scheme, the development was lawfully approved; and
 - (ii) the approval has not expired or been cancelled.
- (2) Subclause (1) does not apply if —
 - (a) the non-conforming use of the land is discontinued; and
 - (b) a period of 6 months, or a longer period approved by the local government, has elapsed since the discontinuance of the non-conforming use.
- (3) Subclause (1) does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the local government —
 - (a) purchases the land; or
 - (b) pays compensation to the owner of the land in relation to the non-conforming use.

23. Changes to non-conforming use

- (1) A person must not, without development approval —
 - (a) alter or extend a non-conforming use of land; or
 - (b) erect, alter or extend a building used for, or in conjunction with, a non-conforming use; or
 - (c) repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or
 - (d) change the use of land from a non-conforming use to another use that is not permitted by the Scheme.
- (2) An application for development approval for the purposes of this clause must be advertised in accordance with clause 64 of the deemed provisions.
- (3) A local government may only grant development approval for a change of use of land referred to in subclause (1)(d) if, in the opinion of the local government, the proposed use —
 - (a) is less detrimental to the amenity of the locality than the existing non-conforming use; and

- (b) is closer to the intended purpose of the zone in which the land is situated.

24. Register of non-conforming uses

- (1) The local government may prepare a register of land within the Scheme area that is being used for a non-conforming use.
- (2) A register prepared by the local government must set out the following —
 - (a) a description of each area of land that is being used for a non-conforming use;
 - (b) a description of any building on the land;
 - (c) a description of the non-conforming use;
 - (d) the date on which any discontinuance of the non-conforming use is noted.
- (3) If the local government prepares a register under subclause (1) the local government —
 - (a) must ensure that the register is kept up-to-date; and
 - (b) must ensure that an up-to-date copy of the register is published in accordance with clause 87 of the deemed provisions.
 - [(c) deleted]*
- (3A) Subclause (3)(b) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.
- (4) An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

[Clause 24 amended: SL 2020/252 r. 33.]

Part 4 — General development requirements

(This Part sets out the general requirements which apply to land use and development within the Scheme area and the specific requirements which apply to particular uses and forms of development, such as site requirements, access, parking, building design, setbacks and landscaping, for residential, industrial, rural and other uses.

Development requirements applying to particular zones may alternatively be incorporated with the zoning provisions in Part 3. Development requirements applying to special control areas should be included in Part 5.)

25. R-Codes

- (1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) The local government must ensure that the R-Codes are published in accordance with clause 87 of the deemed provisions.
- (2A) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.
- (3) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (4) The R-Codes apply to an area if —
 - (a) the area has a coding number superimposed on it in accordance with subclause (3); or
 - (b) a provision of this Scheme provides that the R-Codes apply to the area.

[Clause 25 amended: SL 2020/252 r. 34.]

26. Modification of R-Codes

(To be inserted if exclusions and variations to the R-Codes are to apply. If no exclusions or variations are to apply, insert the words “There are no modifications to the R-Codes.”.)

[27, 28. Deleted: SL 2024/25 r. 50.]

29. Other planning codes to be read as part of Scheme

- (1) The planning codes set out in the Table, modified as set out in clause 30, are to be read as part of this Scheme.

Table

| Other planning codes to be read as part of Scheme |
|---|
| <i>(Insert details of planning codes (other than the R-Codes) that are to be read as part of the Scheme.)</i> |

- (2) The local government must ensure that each planning code set out in the Table to subclause (1) is published in accordance with clause 87 of the deemed provisions.
- (3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

(If no other planning codes are to be read as part of the Scheme, insert the words “There are no other planning codes that are to be read as part of the Scheme.”.)

[Clause 29 inserted: SL 2024/25 r. 51.]

30. Modification of planning codes

(To be inserted if exclusions and variations to any other planning code that is to be read as part of the Scheme are to apply. If no exclusions or variations are to apply, insert the words “There are no modifications to a planning code that, under clause 29, is to be read as part of the Scheme.”.)

[Clause 30 inserted: SL 2024/25 r. 51.]

31. Environmental conditions

- (1) The conditions set out in the Table are environmental conditions that apply to this Scheme as a result of an assessment carried out under the *Environmental Protection Act 1986* Part IV Division 3.

Table

Environmental conditions that apply to land in Scheme area

| Scheme or amendment No. | Gazettal date | Environmental conditions |
|--------------------------------|----------------------|---------------------------------|
| | | |

- (2) The environmental conditions are indicated on the Scheme Map by the symbol EC to indicate that environmental conditions apply to the land.
- (3) The local government must ensure that all statements relating to this Scheme published under the *Environmental Protection Act 1986* Part IV Division 3 are published in accordance with clause 87 of the deemed provisions.
- (4) Subclause (3) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

(The Table of environmental conditions may be set out as a Schedule to the Scheme.

If no environmental conditions apply, insert the words “There are no environmental conditions imposed under the Environmental Protection Act 1986 that apply to this Scheme.”.)

[Clause 31 amended: SL 2020/252 r. 37.]

32. Additional site and development requirements

- (1) The Table sets out requirements relating to development that are additional to those set out in the R-Codes or other planning codes listed under clause 29, precinct structure plans, local development plans or State or local planning policies.

Table

Additional requirements that apply to land in Scheme area

| No. | Description of land | Requirement |
|-----|---------------------|-------------|
| | | |

(The Table of additional requirements that apply to land may be set out as a Schedule to the Scheme.

If no additional requirements are to apply, insert the words “There are no additional site and development requirements that apply to this Scheme.”.)

- (2) To the extent that a requirement referred to in subclause (1) is inconsistent with a requirement in the R-Codes or other planning code listed under clause 29, a precinct structure plan, a local development plan or a State or local planning policy the requirement referred to in subclause (1) prevails.

[Clause 32 amended: SL 2020/252 r. 38; SL 2024/25 r. 52.]

33. Additional site and development requirements for areas covered by structure plan or local development plan

The Table sets out requirements relating to development that are included in precinct structure plans, structure plans approved before 19 October 2015 and local development plans that apply in the Scheme area.

Table

**Additional requirements that apply to land covered by structure plan
or local development plan**

| No. | Description of land | Requirement |
|-----|---------------------|-------------|
| | | |

(The Table of additional requirements that apply to land as a result of a precinct structure plan, a structure plan approved before 19 October 2015 or a local development plan may be set out as a Schedule to the Scheme.

If no additional requirements are to apply as a result of a structure plan of that kind or a local development plan that applies in the Scheme area, insert the words “There are no additional requirements that apply to this Scheme.”)

[Clause 33 inserted: SL 2020/252 r. 39.]

34. Variations to site and development requirements

- (1) In this clause —
additional site and development requirements means requirements set out in clauses 32 and 33.
- (2) The local government may approve an application for a development approval that does not comply with an additional site and development requirements.
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.
- (4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must —

- (a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64(4) of the deemed provisions; and
 - (b) have regard to any expressed views prior to making its determination to grant development approval under this clause.
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that —
 - (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67(2) of the deemed provisions; and
 - (b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

[Clause 34 amended: SL 2020/252 r. 40.]

35. Restrictive covenants

- (1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.
- (2) If subclause (1) operates to extinguish or vary a restrictive covenant —
 - (a) development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and
 - (b) the local government must not grant development approval for the construction of the residential dwelling unless it

advertises the application for development approval in accordance with clause 64 of the deemed provisions.

[Clause 35 amended: SL 2020/252 r. 41.]

Part 5 — Special control areas

(This Part is included in the Scheme to identify areas which are significant for a particular reason and where special provisions in the Scheme may need to apply. These provisions would typically target a single issue or related set of issues often overlapping zone and reserve boundaries. The special control areas should be shown on the Scheme Map as additional to the zones and reserves. If a special control area is shown on the Scheme Map, special provisions related to the particular issue would apply in addition to the provisions of the zones and reserves. These provisions would set out the purpose and objectives of the special control area, any specific development requirements, the process for referring applications to relevant agencies and matters to be taken into account in determining development proposals.)

36. Special control areas

- (1) Special control areas are marked on the Scheme Map according to the legend on the Scheme Map.
- (2) The purpose, objectives and additional provisions that apply to each special control area is set out in the Table.

Table
Special control areas in Scheme area

| Name of area | Purpose | Objectives | Additional provisions |
|---------------------|----------------|-------------------|------------------------------|
| | | | |

(The Table relating to special control areas may be set out as a Schedule to the Scheme.)

*If the Scheme does not include a special control area, insert the words
“There are no special control areas which apply to this Scheme.”.)*

Part 6 — Terms referred to in Scheme

Division 1 — General definitions used in Scheme

37. Terms used

- (1) If a word or expression used in this Scheme is listed in this clause, its meaning is as follows —

building envelope means the area of land within which all buildings and effluent disposal facilities on a lot must be contained;

cabin means a building that —

- (a) is an individual unit other than a chalet; and
- (b) forms part of —
 - (i) tourist and visitor accommodation; or
 - (ii) a caravan park;

and

- (c) if the unit forms part of a caravan park — is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

chalet means a building that —

- (a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and
- (b) forms part of —
 - (i) tourist and visitor accommodation; or
 - (ii) a caravan park;

and

- (c) if the unit forms part of a caravan park — is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

commercial vehicle means a vehicle, whether licenced or not, that has a gross vehicle mass of greater than 4.5 tonnes including —

- (a) a utility, van, truck, tractor, bus or earthmoving equipment; and
- (b) a vehicle that is, or is designed to be an attachment to a vehicle referred to in paragraph (a);

floor area has meaning given in the Building Code;

minerals has the meaning given in the *Mining Act 1978* section 8(1);

plot ratio means the ratio of the floor area of a building to an area of land within the boundaries of the lot or lots on which the building is located;

precinct means a definable area where particular planning policies, guidelines or standards apply;

predominant use means the primary use of premises to which all other uses carried out on the premises are incidental;

retail means the sale or hire of goods or services to the public;

Scheme commencement day means the day on which this Scheme comes into effect under section 87(4) of the Act;

wholesale means the sale of goods or materials to be sold by others.

- (2) A word or expression that is not defined in this Scheme —

- (a) has the meaning it has in the *Planning and Development Act 2005*; or
- (b) if it is not defined in that Act — has the same meaning as it has in the R-Codes.

[Clause 37 amended: SL 2020/252 r. 42; SL 2024/194 r. 4.]

Division 2 — Land use terms used in Scheme

38. Land use terms used

If this Scheme refers to a category of land use that is listed in this provision, the meaning of that land use is as follows —

abattoir means premises used commercially for the slaughtering of animals for the purposes of consumption as food products;

agriculture — extensive means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture — intensive or animal husbandry — intensive;

agriculture — intensive means premises used for commercial production purposes, including outbuildings and earthworks, associated with any of the following —

- (a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;
- (b) the establishment and operation of plant or fruit nurseries;
- (c) the development of land for irrigated fodder production or irrigated pasture (including turf farms);
- (d) aquaculture;

amusement parlour means premises —

- (a) that are open to the public; and
- (b) that are used predominantly for amusement by means of amusement machines including computers; and
- (c) where there are 2 or more amusement machines;

animal establishment means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry — intensive or veterinary centre;

animal husbandry — intensive means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens;

art gallery means premises —

- (a) that are open to the public; and
- (b) where artworks are displayed for viewing or sale;

betting agency means an office or totalisator agency established under the *Racing and Wagering Western Australia Act 2003*;

brewery means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the *Liquor Control Act 1988*;

bulky goods showroom means premises —

- (a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —

- (i) automotive parts and accessories;
- (ii) camping, outdoor and recreation goods;
- (iii) electric light fittings;
- (iv) animal supplies including equestrian and pet goods;
- (v) floor and window coverings;
- (vi) furniture, bedding, furnishings, fabrics, manchester and homewares;
- (vii) household appliances, electrical goods and home entertainment goods;
- (viii) party supplies;
- (ix) office equipment and supplies;
- (x) babies' and children's goods, including play equipment and accessories;
- (xi) sporting, cycling, leisure, fitness goods and accessories;
- (xii) swimming pools;

or

- (b) used to sell by retail goods and accessories by retail if —
- (i) a large area is required for the handling, display or storage of the goods; or
 - (ii) vehicular access is required to the premises for the purpose of collection of purchased goods;

caravan park means premises that are a caravan park as defined in the *Caravan Parks and Camping Grounds Act 1995* section 5(1);

caretaker's dwelling means a dwelling on the same site as a building, operation or plant used for industry, and occupied by a supervisor of that building, operation or plant;

car park means premises used primarily for parking vehicles whether open to the public or not but does not include —

- (a) any part of a public road used for parking or for a taxi rank;
or
- (b) any premises in which cars are displayed for sale;

child care premises means premises where —

- (a) an education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1), other than a family day care service as defined in that section, is provided; or
- (b) a child care service as defined in the *Child Care Services Act 2007* section 4 is provided;

cinema/theatre means premises where the public may view a motion picture or theatrical production;

civic use means premises used by a government department, an instrumentality of the State or the local government for administrative, recreational or other purposes;

club premises means premises used by a legally constituted club or association or other body of persons united by a common interest;

commercial vehicle parking means premises used for parking of one or 2 commercial vehicles but does not include —

- (a) any part of a public road used for parking or for a taxi rank;
or
- (b) parking of commercial vehicles incidental to the predominant use of the land;

community purpose means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit;

consulting rooms means premises used by no more than 2 health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care;

convenience store means premises —

- (a) used for the retail sale of convenience goods commonly sold in supermarkets, delicatessens or newsagents; and

- (b) operated during hours which include, but may extend beyond, normal trading hours; and
- (c) the floor area of which does not exceed 300 m² net lettable area;

corrective institution means premises used to hold and reform persons committed to it by a court, such as a prison or other type of detention facility;

educational establishment means premises used for the purposes of providing education including premises used for a school, higher education institution, business college, academy or other educational institution;

exhibition centre means premises used for the display, or display and sale, of materials of an artistic, cultural or historical nature including a museum;

family day care means premises where a family day care service as defined in the *Education and Care Services National Law (Western Australia)* is provided;

fast food outlet/lunch bar means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten —

- (a) without further preparation; and
- (b) primarily off the premises;

freeway service centre means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services —

- (a) service station facilities;
- (b) emergency breakdown repair for vehicles;
- (c) charging points for electric vehicles;
- (d) facilities for cyclists;
- (e) restaurant, cafe or fast food services;
- (f) take-away food retailing;
- (g) public ablution facilities, including provision for disabled access and infant changing rooms;
- (h) parking for passenger and freight vehicles;

- (i) outdoor rest stop facilities such as picnic tables and shade areas;

fuel depot means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used —

- (a) as a service station; or
- (b) for the sale of fuel by retail into a vehicle for use by the vehicle;

funeral parlour means premises used —

- (a) to prepare and store bodies for burial or cremation;
- (b) to conduct funeral services;

garden centre means premises used for the propagation, rearing and sale of plants, and the storage and sale of products associated with horticulture and gardens;

home business means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

- (a) does not involve employing more than 2 people who are not members of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 50 m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;

home occupation means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that —

- (a) does not involve employing a person who is not a member of the occupier's household; and
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
 - (c) does not occupy an area greater than 20 m²; and
 - (d) does not involve the display on the premises of a sign with an area exceeding 0.2 m²; and
 - (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (f) does not —
 - (i) require a greater number of parking spaces than normally required for a single dwelling; or
 - (ii) result in an increase in traffic volume in the neighbourhood;
- and
- (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
 - (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
 - (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;

home office means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation —

- (a) is solely within the dwelling; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling;

home store means a shop attached to a dwelling that —

- (a) has a net lettable area not exceeding 100 m²; and
- (b) is operated by a person residing in the dwelling;

hospital means premises used as a hospital as defined in the *Health Services Act 2016* section 8(4);

hotel means premises the subject of a hotel licence other than a small bar or tavern licence granted under the *Liquor Control Act 1988* including any betting agency on the premises;

industry means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes —

- (a) the storage of goods;
- (b) the work of administration or accounting;
- (c) the selling of goods by wholesale or retail;
- (d) the provision of amenities for employees;
- (e) incidental purposes;

industry — extractive means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes —

- (a) the processing of raw materials including crushing, screening, washing, blending or grading;
- (b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration;

industry — light means premises used for an industry where impacts on the amenity of the area in which the premises is located can be mitigated, avoided or managed;

industry — primary production means premises used —

- (a) to carry out a primary production business as that term is defined in the *Income Tax Assessment Act 1997* (Commonwealth) section 995-1; or

- (b) for a workshop servicing plant or equipment used in primary production businesses;

liquor store — large means premises the subject of a liquor store licence granted under the *Liquor Control Act 1988* with a net lettable area of more than 300 m²;

liquor store — small means premises the subject of a liquor store licence granted under the *Liquor Control Act 1988* with a net lettable area of not more than 300 m²;

marina means —

- (a) premises used for providing mooring, fuelling, servicing, repairing, storage and other facilities for boats, including the associated sale of any boating gear or equipment; and
- (b) all jetties, piers, embankments, quays, moorings, offices and storerooms used in connection with the provision of those services;

marine filling station means premises used for the storage and supply of liquid fuels and lubricants for marine craft;

market means premises used for the display and sale of goods from stalls by independent vendors;

medical centre means premises other than a hospital used by 3 or more health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care;

mining operations means premises where mining operations, as that term is defined in the *Mining Act 1978* section 8(1) is carried out;

motor vehicle, boat or caravan sales means premises used to sell or hire motor vehicles, boats or caravans;

motor vehicle repair means premises used for or in connection with —

- (a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or chassis reshaping of vehicles; or
- (b) repairs to tyres other than recapping or re-treading of tyres;

motor vehicle wash means premises primarily used to wash motor vehicles;

nightclub means premises the subject of a nightclub licence granted under the *Liquor Control Act 1988*;

office means premises used for administration, clerical, technical, professional or similar business activities;

park home park means premises used as a park home park as defined in the *Caravan Parks and Camping Grounds Regulations 1997* Schedule 8;

place of worship means premises used for religious activities such as a chapel, church, mosque, synagogue or temple;

reception centre means premises used for hosted functions on formal or ceremonial occasions;

recreation — private means premises that are —

- (a) used for indoor or outdoor leisure, recreation or sport; and
- (b) not usually open to the public without charge;

resource recovery centre means premises other than a waste disposal facility used for the recovery of resources from waste;

restaurant/cafe means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licenced under the *Liquor Control Act 1988*;

restricted premises means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of —

- (a) publications that are classified as restricted under the *Classification (Publications, Films and Computer Games) Act 1995* (Commonwealth); or
- (b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or
- (c) smoking-related implements;

road house means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services —

- (a) a full range of automotive repair services;

- (b) wrecking, panel beating and spray painting services;
- (c) transport depot facilities;
- (d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period;
- (e) facilities for being a muster point in response to accidents, natural disasters and other emergencies;

rural home business means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

- (a) does not involve employing more than 2 people who are not members of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 200 m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight;

rural pursuit/hobby farm means any premises, other than premises used for agriculture — extensive or agriculture — intensive, that are used by an occupier of the premises to carry out any of the following activities if carrying out of the activity does not involve permanently employing a person who is not a member of the occupier's household —

- (a) the rearing, agistment, stabling or training of animals;
- (b) the keeping of bees;
- (c) the sale of produce grown solely on the premises;

service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —

- (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or
- (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

shop means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services;

small bar means premises the subject of a small bar licence granted under the *Liquor Control Act 1988*;

tavern means premises the subject of a tavern licence granted under the *Liquor Control Act 1988*;

telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network;

tourist and visitor accommodation —

- (a) means a building, or a group of buildings forming a complex, that —
 - (i) is wholly managed by a single person or body; and
 - (ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and
 - (iii) may include on-site services and facilities for use by guests; and
 - (iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night;
- and

- (b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but
- (c) does not include any of the following —
 - (i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);
 - (ii) a caravan park;
 - (iii) hosted short-term rental accommodation;
 - (iv) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);
 - (v) a park home park;
 - (vi) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
 - (vii) a road house;
 - (viii) workforce accommodation;

trade display means premises used for the display of trade goods and equipment for the purpose of advertisement;

trade supplies means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises —

- (a) automotive repairs and servicing;
- (b) building including repair and maintenance;
- (c) industry;
- (d) landscape gardening;
- (e) provision of medical services;
- (f) primary production;
- (g) use by government departments or agencies, including local government;

transport depot means premises used primarily for the parking or garaging of 3 or more commercial vehicles including —

- (a) any ancillary maintenance or refuelling of those vehicles; and

- (b) any ancillary storage of goods brought to the premises by those vehicles; and

- (c) the transfer of goods or persons from one vehicle to another;

tree farm means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the *Carbon Rights Act 2003* section 5;

veterinary centre means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders;

warehouse/storage means premises including indoor or outdoor facilities used for —

- (a) the storage of goods, equipment, plant or materials; or
- (b) the display or sale by wholesale of goods;

waste disposal facility means premises used —

- (a) for the disposal of waste by landfill; or
- (b) the incineration of hazardous, clinical or biomedical waste;

waste storage facility means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale;

wind farm means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use;

winery means premises used for the production of viticultural produce and associated sale of the produce;

workforce accommodation means premises, which may include modular or relocatable buildings, used —

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

[Clause 38 amended: SL 2020/252 r. 43; SL 2024/194 r. 5.]

Schedule 2 — Deemed provisions for local planning schemes

[r. 10(4)]

Part 1 — Preliminary

1. Terms used

If a word or expression used in this Scheme is listed in this clause, its meaning is as follows —

Act means the *Planning and Development Act 2005*;

activity centre means —

- (a) an area of land identified in accordance with a State planning policy as an activity centre; or
- (b) an area of land identified by the Commission as an activity centre;

advertisement means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, that is used wholly or partly for the purposes of advertising, announcing or directing, and includes —

- (a) any hoarding or similar structure used, or adapted for use, for the display of advertisements; and
- (b) any airborne device anchored to any land or building used for the display of advertising; and
- (c) any vehicle or trailer or other similar object placed or located so as to serve the purpose of displaying advertising;

amenity means all those factors which combine to form the character of an area and include the present and likely future amenity;

ancillary dwelling has the meaning given in the R-Codes;

Building Code means the Building Code of Australia which is volumes 1 and 2, as amended from time to time, of the National Construction Code series published by, or on behalf of, the Australian Building Codes Board;

building height, in relation to a building —

- (a) if the building is used for residential purposes — has the meaning given in the R-Codes; or
- (b) if the building is used for purposes other than residential purposes — means the maximum vertical distance between the natural ground level and the finished roof height directly above, excluding minor projections as that term is defined in the R-Codes;

built heritage conservation means conservation as defined in the *Heritage Act 2018* section 4;

class A use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64;

class D use, in relation to a zone —

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone unless the local government has exercised its discretion by granting development approval; but
- (b) does not include a class A use;

class P use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is permitted in the zone if it complies with any relevant development standards and requirements of this Scheme;

class X use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone;

commercial, centre or mixed use zone means —

- (a) if this Scheme includes the model provision set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 16 — a Commercial zone, Centre zone or Mixed Use zone; or

- (b) otherwise — a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for —
 - (i) a range of shops, offices, restaurants and other commercial outlets (whether or not in a town centre or activity centre); or
 - (ii) a wide variety of active uses on street level that are compatible with residential and other non-active uses on upper levels;

complex application means —

- (a) an application for approval of development that is a use of land if the use is not specifically referred to in the zoning table for this Scheme in respect of the zone in which the development is located; or
- (b) an application of a kind identified elsewhere in this Scheme, or in a local planning policy, as a complex application for development approval;

container has the meaning given in the WARR Act section 47C(1);

container collection cage means a cage or other structure in which members of the public may place empty containers for the purposes of the container deposit scheme, without receiving payment of the refund amount in exchange;

container deposit recycling centre means a refund point that has or can accommodate facilities for the consolidation or sorting of empty containers pending collection for the purposes of the container deposit scheme;

container deposit scheme means the scheme established by the WARR Act Part 5A;

cultural heritage significance has the meaning given in the *Heritage Act 2018* section 5(1);

deemed-to-comply provision, of the R-Codes, means a provision of the R-Codes described in the R-Codes as a deemed-to-comply provision or a deemed-to-comply requirement;

development contribution plan means a development contribution plan, prepared in accordance with the *Planning and Development*

(*Local Planning Schemes*) Regulations 2015 Part 7, that applies to land in the Scheme area;

drop-off refund point means a refund point that —

- (a) is located in a building; and
- (b) is not a container deposit recycling centre;

excluded holiday period day means a day that is in —

- (a) a period commencing on 25 December in a year and ending on the next 1 January; or
- (b) a period of 7 days commencing on Good Friday in a year;

frontage, in relation to a building —

- (a) if the building is used for residential purposes — has the meaning given in the R-Codes; or
- (b) if the building is used for purposes other than residential purposes — means the line where a road reserve and the front of a lot meet and, if a lot abuts 2 or more road reserves, the one to which the building or proposed building faces;

grouped dwelling has the meaning given in the R-Codes;

heritage-protected place has the meaning given in clause 1A;

hosted short-term rental accommodation means any of the following —

- (a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;
- (b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;
- (c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement;

incidental use means a use of premises which is consequent on, or naturally attaching, appertaining or relating to, the predominant use;

light industry zone means —

- (a) if this Scheme includes the model provision set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 16 — a Light Industry zone; or
- (b) otherwise — a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for a range of light industrial uses and service industries generally compatible with urban areas that cannot be located in commercial zones;

local government means the local government responsible for this Scheme;

local government CEO means the chief executive officer of the local government;

local planning strategy means the local planning strategy for this Scheme prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* Part 3, as amended from time to time;

maintenance and repair works means works that —

- (a) are carried out to maintain or repair any building, structure or land or otherwise to prevent any building, structure or land from deteriorating or falling into a state of disrepair; and
- (b) do not result in any material alteration to the building, structure or land, including any material alteration to the materials used in or on, or the design or specifications of, the building, structure or land;

Minister for Heritage means the Minister who administers the *Heritage Act 2018*;

multiple dwelling has the meaning given in the R-Codes;

natural ground level, in relation to land subject to development, means —

- (a) the ground level specified in either of the following that applies to the land (or, if both of the following apply to the land, the more recent of the following) —
 - (i) a condition on an approval of a plan of subdivision that specifies a ground level;
 - (ii) a previous development approval for site works on the land that specifies a ground level;

or

- (b) if paragraph (a) does not apply — the level of the land before any disturbance to the land relating to the development;

net lettable area or **nla** means the area of all floors within the internal finished surfaces of permanent walls but does not include the following areas —

- (a) stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tea rooms and plant rooms, and other service areas;
- (b) lobbies between lifts facing other lifts serving the same floor;
- (c) areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building;
- (d) areas set aside for the provision of facilities or services to the floor or building where those facilities are not for the exclusive use of occupiers of the floor or building;

non-conforming use has the meaning given in section 172 of the Act;

owner, in relation to land, means —

- (a) if the land is freehold land —
 - (i) a person whose name is registered as a proprietor of the land; and
 - (ii) the State, if registered as a proprietor of the land; and
 - (iii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land; and

- (iv) a person who is the holder of a freehold interest in land vested in an executor or administrator under the *Administration Act 1903* section 8;

and

- (b) if the land is Crown land —
 - (i) the State; and
 - (ii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land;

Peel Region Scheme area means the area to which the Peel Region Scheme applies;

premises means land, buildings or part of land or a building;

R-Codes means the planning codes entitled Residential Design Codes prepared by the Commission under the Act, as amended from time to time;

refund amount has the meaning given in the WARR Act section 47C(1);

refund point has the meaning given in the WARR Act section 47C(1);

region planning scheme means a region planning scheme that applies in respect of part or all of the Scheme area;

reserve means land reserved under this Scheme for a public purpose;

residential zone —

- (a) if this Scheme includes the model provision set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 16 — means a Residential zone, Special Residential zone or Rural Residential zone; or
- (b) otherwise —
 - (i) means a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for residential use (regardless of residential lot sizes in the zone and whether or not a limited range of rural and related ancillary pursuits are permitted); but

- (ii) does not include a zone (however named) the objectives of which as set out in this Scheme indicate that it is an area suitable for a wide variety of active uses on street level that are compatible with residential and other non-active uses on upper levels;

reverse vending machine means a permanently-located unattended device that accepts empty containers from members of the public in exchange for the payment of the refund amount;

Scheme area means the area to which this Scheme applies;

short-term rental accommodation —

- (a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but
- (b) does not include a dwelling that is, or is part of, any of the following —
 - (i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);
 - (ii) a caravan park;
 - (iii) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);
 - (iv) a park home park;
 - (v) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
 - (vi) workforce accommodation;

short-term rental arrangement means an arrangement under which —

- (a) a dwelling, or part of a dwelling, is provided for occupation by a person; and
- (b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

single house has the meaning given in the R-Codes;

site works means works that affect the ground level, whether by excavation or filling;

special control area means an area identified under this Scheme as an area subject to special controls set out in this Scheme;

street setback area, of a building, means the area between the building and the boundary of a road reserve that abuts the lot, and if the lot abuts 2 or more road reserves, means the area between the building and boundary of the road reserve to which the building faces;

substantially commenced means that some substantial part of work in respect of a development approved under a planning scheme or under an interim development order has been performed;

unhosted short-term rental accommodation means short-term rental accommodation that —

- (a) is not hosted short-term rental accommodation; and
- (b) accommodates a maximum of 12 people per night;

wall height, in relation to a wall of a building —

- (a) if the building is used for residential purposes — has the meaning given in the R-Codes; or
- (b) if the building is used for purposes other than residential purposes — means the vertical distance from the natural ground level of the boundary of the property that is closest to the wall to the point where the wall meets the roof or parapet;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

works, in relation to land, means —

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and
- (b) the carrying out on the land of any excavation or other works; and
- (c) in the case of a place to which a protection order made under the *Heritage Act 2018* Part 4 Division 1 applies, any act or thing that —
 - (i) is likely to damage the character of that place or the external appearance of any building; or
 - (ii) would constitute an irreversible alteration to the fabric of any building;

zone means a portion of the Scheme area identified on the Scheme Map as a zone for the purpose of indicating the controls imposed by

this Scheme on the use of, or the carrying out of works on, land, but does not include a reserve or special control area.

[Clause 1 amended: SL 2020/252 r. 44; SL 2024/25 r. 53; SL 2024/194 r. 6.]

1A. Heritage-protected places

- (1) A *heritage-protected place* is a place —
- (a) that is entered in the State Register of Heritage Places under the *Heritage Act 2018* section 42; or
 - (b) that is under consideration for entry into the State Register of Heritage Places as described in subclause (2); or
 - (c) that is the subject of an order under the *Heritage Act 2018* Part 4; or
 - (d) that is the subject of a heritage agreement that has been certified under the *Heritage Act 2018* section 90; or
 - (e) that is included on a heritage list as defined in clause 7; or
 - (f) that is within a heritage area as defined in clause 7.
- (2) For the purposes of subclause (1)(b), a place is under consideration for entry into the State Register of Heritage Places if —
- (a) the Heritage Council has made a preliminary determination under the *Heritage Act 2018* section 39(2) that the place warrants review under section 40(1) but the review has not commenced; or
 - (b) the Heritage Council has commenced but has not completed a review of the place under the *Heritage Act 2018* section 40(1); or
 - (c) the Heritage Council has made a recommendation under the *Heritage Act 2018* section 40(2) that the place be entered in the State Register of Heritage Places but the Minister for Heritage has not yet given a direction under section 41(1) of that Act in relation to that recommendation.

[Clause 1A inserted: SL 2020/252 r. 45.]

1B. Development taken to comply with deemed-to-comply provision of R-Codes

For the purposes of this Scheme, development is taken to comply with a deemed-to-comply provision of the R-Codes if the development complies with —

- (a) a provision of a local development plan, precinct structure plan or local planning policy if —
 - (i) the provision amends or replaces the deemed-to-comply provision; and
 - (ii) for a provision of a local development plan or local planning policy where the plan or policy is required to be approved by the Commission under the R-Codes — the plan or policy is approved by the Commission;
- or
- (b) a provision that —
 - (i) is in a structure plan that was approved before 19 October 2015; and
 - (ii) amends or replaces the deemed-to-comply provision.

[Clause 1B inserted: SL 2020/252 r. 45.]

1C. Excluded holiday period days not counted in time periods

For the purposes of this Scheme, an excluded holiday period day is not to be counted in calculating a period of time that is expressed as a number of days, business days or working days.

[Clause 1C inserted: SL 2020/252 r. 45.]

Part 2 — Local planning framework

Division 1 — Local planning strategy

2. Local planning strategy

Where a local planning strategy for the Scheme area has been prepared by the local government in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Part 3

the local planning strategy sets out the long-term planning directions for the Scheme area.

Division 2 — Local planning policies

3. Local planning policies

- (1) The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.
- (2) A local planning policy —
 - (a) may apply generally or in respect of a particular class or classes of matters specified in the policy; and
 - (b) may apply to the whole of the Scheme area or to part or parts of the Scheme area specified in the policy.
- (3) A local planning policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies.
- (4) The local government may amend or repeal a local planning policy.
- (5) In making a determination under this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

4. Procedure for making local planning policy

- (1) If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows —
 - (a) publish in accordance with clause 87 the proposed policy and a notice giving details of —
 - (i) the subject and nature of the proposed policy; and
 - (ii) the objectives of the proposed policy; and
 - (iii) how the proposed policy is made available to the public in accordance with clause 87; and
 - (iv) the manner and form in which submissions may be made; and

- (v) the period for making submissions and the last day of that period;
 - (b) if, in the opinion of the local government, the policy is inconsistent with any State planning policy, give notice of the proposed policy to the Commission;
 - (c) give notice of the proposed policy in any other way and carry out any other consultation the local government considers appropriate.
- (2) The period for making submissions specified in a notice under subclause (1)(a)(v) must not be less than the period of 21 days after the day on which the notice is first published under subclause (1)(a).
- (3) After the expiry of the period within which submissions may be made, the local government must —
- (a) review the proposed policy in the light of any submissions made; and
 - (b) resolve to —
 - (i) proceed with the policy without modification; or
 - (ii) proceed with the policy with modification; or
 - (iii) not to proceed with the policy.
- (3A) The local government must not resolve under subclause (3) to proceed with the policy if —
- (a) the proposed policy amends or replaces a deemed-to-comply provision of the R-Codes; and
 - (b) under the R-Codes, the Commission's approval is required for the policy; and
 - (c) the Commission has not approved the policy.
- (4) If the local government resolves to proceed with the policy, the local government must publish notice of the policy in accordance with clause 87.
- (5) A policy has effect on publication of a notice under subclause (4).
- (6) The local government must ensure that an up-to-date copy of each local planning policy made under this Scheme that is in effect is published in accordance with clause 87.

- (7) Subclause (6) is an ongoing publication requirement for the purposes of clause 87(5)(a).

[Clause 4 amended: SL 2020/252 r. 46.]

5. Procedure for amending local planning policy

- (1) Clause 4, with any necessary changes, applies to the amendment to a local planning policy.
- (2) Despite subclause (1), the local government may make an amendment to a local planning policy without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.

6. Revocation of local planning policy

A local planning policy may be revoked —

- (a) by a subsequent local planning policy that —
- (i) is prepared in accordance with this Part; and
 - (ii) expressly revokes the local planning policy;
- or
- (b) by a notice of revocation —
- (i) prepared by the local government; and
 - (ii) published by the local government in accordance with clause 87.

[Clause 6 amended: SL 2020/252 r. 47.]

Part 3 — Heritage protection

7. Terms used

In this Part —

heritage area means an area designated as a heritage area under clause 9;

heritage list means a heritage list established under clause 8(1);

place has the meaning given in the *Heritage Act 2018* section 7(1).

Note:

The purpose of this Part is to provide for the identification of places and areas of heritage value so that development in the Scheme can, as far as possible, be consistent with the conservation of heritage values.

[Clause 7 amended: SL 2020/252 r. 48.]

8. Heritage list

- (1) The local government must establish and maintain a heritage list to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation.
- (2) A heritage list established under subclause (1) must set out a description of each place and the reason for its entry on the heritage list.
- (2A) The local government must ensure that an up-to-date copy of the heritage list is published in accordance with clause 87.
- (2B) Subclause (2A) is an ongoing publication requirement for the purposes of clause 87(5)(a).
- (3) The local government must not enter a place in, or remove a place from, the heritage list or modify the entry of a place in the heritage list unless the local government —
 - (a) notifies in writing each owner and occupier of the place and provides each of them with a description of the place and the reasons for the proposed entry; and
 - (b) invites each owner and occupier to make submissions on the proposal within a period specified in the notice; and
 - (c) carries out any other consultation the local government considers appropriate; and
 - (d) following any consultation and consideration of the submissions made on the proposal, resolves that the place be entered in the heritage list with or without modification, or that the place be removed from the heritage list.
- (3A) The period for making submissions specified in a notice under subclause (3)(b) must not be less than the period of 21 days after the day on which the notice is given under subclause (3)(a).

- (4) If the local government enters a place in the heritage list or modifies an entry of a place in the heritage list the local government must give notice of the entry or modification to —
- (a) the Heritage Council of Western Australia; and
 - (b) each owner and occupier of the place.

[Clause 8 amended: SL 2020/252 r. 49.]

9. Designation of heritage areas

- (1) If, in the opinion of the local government, special planning control is needed to conserve and enhance the cultural heritage significance and character of an area to which this Scheme applies, the local government may, by resolution, designate that area as a heritage area.
- (2) If the local government designates an area as a heritage area the local government must adopt for the area a local planning policy that sets out the following —
- (a) a map showing the boundaries of the heritage area;
 - (b) a statement about the heritage significance of the area;
 - (c) a record of places of heritage significance in the heritage area.
- (3) Before designating an area as a heritage area the local government must —
- (a) give each owner of land affected by the proposed designation —
 - (i) notice of the proposed designation; and
 - (ii) a copy of the proposed local planning policy for the heritage area or details of how the proposed local planning policy is made available to the public under clause 4(1)(a);
- and
- (b) advertise the proposed designation by —
 - (i) publishing in accordance with clause 87 a notice of the proposed designation; and
 - (ii) erecting a sign giving notice of the proposed designation in a prominent location in the area that would be affected by the designation;

and

- (c) carry out any other consultation the local government considers appropriate.
- (4) Notice of a proposed designation under subclause (3)(b) must specify —
 - (a) the area that is the subject of the proposed designation; and
 - (b) details of how the proposed local planning policy for the heritage area is made available to the public under clause 4(1)(a); and
 - (c) the manner and form in which submissions may be made; and
 - (d) the period for making submissions and the last day of that period.
- (5) The period for making submissions specified in the notice under subclause (4)(d) must not be less than the period of 21 days after the day on which the notice is first published under subclause (3)(b)(i).
- (6) After the expiry of the period within which submissions may be made, the local government must —
 - (a) review the proposed designation in the light of any submissions made; and
 - (b) resolve —
 - (i) to adopt the designation without modification; or
 - (ii) to adopt the designation with modification; or
 - (iii) not to proceed with the designation.
- (7) If the local government designates an area as a heritage area the local government must give notice of the designation to —
 - (a) the Heritage Council of Western Australia; and
 - (b) each owner of land affected by the designation.
- (8) The local government may modify or revoke a designation of a heritage area.
- (9) Subclauses (3) to (7) apply, with any necessary changes, to the amendment to a designation of a heritage area or the revocation of a designation of a heritage area.

[Clause 9 amended: SL 2020/252 r. 50.]

10. Heritage agreements

- (1) The local government may, in accordance with the *Heritage Act 2018* Part 7, enter into a heritage agreement with an owner or occupier of land or a building for the purpose of binding the land or affecting the use of the land or building insofar as the interest of that owner or occupier permits.
- (2) The local government may not enter into an agreement with the owner or occupier of land or a building that relates to heritage matters other than in accordance with subclause (1).

[Clause 10 amended: SL 2020/252 r. 51.]

11. Heritage assessment

- (1) Despite any existing assessment on record, the local government may require a heritage assessment to be carried out prior to the approval of any development proposed in a heritage area or in respect of a place entered in the heritage list.
- (2) A heritage assessment must be in a form approved by the Heritage Council of Western Australia.

12. Variations to local planning scheme provisions for heritage purposes

- (1) The local government may vary any site or development requirement specified in this Scheme to —
 - (a) facilitate the built heritage conservation of a place entered in the State Register of Heritage Places under the *Heritage Act 2018* section 42 or included on the heritage list; or
 - (b) enhance or preserve heritage values in a heritage area.
- (2) A variation under subclause (1) may be unconditional or subject to any conditions the local government considers appropriate.
- (3) If the local government is of the opinion that the variation of site or development requirements is likely to affect any owners or occupiers

in the general locality of the place or the heritage area the local government must —

- (a) consult the affected parties by following one or more of the provisions for advertising under clause 64(4); and
- (b) have regard to any views expressed prior to making its determination to vary the site or development requirements under this clause.

[Clause 12 amended: SL 2020/252 r. 52.]

13. Heritage conservation notice

- (1) In this clause —

heritage conservation notice means a notice given under subclause (2);

heritage place means a place that is on the heritage list or located in a heritage area;

properly maintained, in relation to a heritage place, means maintained in a way that ensures that there is no actual or imminent loss or deterioration of —

- (a) the structural integrity of the heritage place; or
 - (b) an element of the heritage place that is integral to —
 - (i) the reason set out in the heritage list for the entry of the place in the heritage list; or
 - (ii) the heritage significance of the area in which it is located, as set out in a statement in the local planning policy for the area adopted in accordance with clause 9(2).
- (2) If the local government forms the view that a heritage place is not being properly maintained the local government may give to a person who is the owner or occupier of the heritage place a written notice requiring the person to carry out specified repairs to the heritage place by a specified time, being a time that is not less than 60 days after the day on which the notice is given.
- (3) If a person fails to comply with a heritage conservation notice, the local government may enter the heritage place and carry out the repairs specified in the notice.

- (4) The expenses incurred by the local government in carrying out repairs under subclause (3) may be recovered as a debt due from the person to whom the notice was given in a court of competent jurisdiction.
- (5) The local government may —
 - (a) vary a heritage conservation notice to extend the time for carrying out the specified repairs; or
 - (b) revoke a heritage conservation notice.
- (6) A person who is given a heritage conservation notice may apply to the State Administrative Tribunal for a review, in accordance with Part 14 of the Act, of a decision —
 - (a) to give the notice; or
 - (b) to require repairs specified in the notice to be carried out; or
 - (c) to require repairs specified in the notice to be carried out by the time specified in the notice.

13A. Heritage list and heritage areas under former Scheme

- (1) This clause applies if —
 - (a) this Scheme comes into operation on or after the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation; and
 - (b) immediately before this Scheme came into operation, another local planning scheme (the **former Scheme**) applied to the Scheme area.
- (2) On and after the day on which this Scheme comes into operation —
 - (a) the heritage list established under the former Scheme continues under this Scheme and is taken to be the heritage list established under clause 8; and
 - (b) any heritage area that was designated under the former Scheme immediately before this Scheme comes into operation continues under this Scheme and is taken to be a heritage area designated under clause 9; and
 - (c) any local planning policy of a kind referred to in clause 9(2) in effect under the former Scheme immediately before this Scheme comes into operation continues under this Scheme

and is taken to be a local planning policy in effect under Part 2 Division 2.

- (3) This clause does not prevent the amendment, modification or revocation under this Scheme of the heritage list or any designation of a heritage area or local planning policy.

[Clause 13A inserted: SL 2020/252 r. 53.]

Part 4 — Structure plans

14. Terms used

In this Part —

precinct structure plan means a plan for the coordination of future subdivision, zoning and development of an area of land;

standard structure plan means a plan for the coordination of future subdivision and zoning of an area of land;

structure plan means a standard structure plan or a precinct structure plan.

[Clause 14 inserted: SL 2020/252 r. 54.]

15. When structure plan may be prepared

A structure plan in respect of an area of land in the Scheme area may be prepared if —

- (a) the area is —
- (i) all or part of a zone identified in this Scheme as an area suitable for urban or industrial development; and
 - (ii) identified in this Scheme as an area requiring a structure plan to be prepared before any future subdivision or development is undertaken;

or

- (b) a State planning policy requires a structure plan to be prepared for the area; or
- (c) the Commission considers that a structure plan for the area is required for the purposes of orderly and proper planning.

16. Preparation of structure plan

- (1) A structure plan must —
- (a) be prepared in a manner and form approved by the Commission; and
 - (b) include any maps, information or other material required by the Commission; and
 - (c) unless the Commission otherwise agrees, set out the information required under subclause (1A).
- (1A) For the purposes of subclause (1)(c) —
- (a) a standard structure plan or precinct structure plan must include the following information —
 - (i) the key attributes and constraints of the area covered by the plan including the natural environment, landform and the topography of the area;
 - (ii) the planning context for the area covered by the plan and the neighbourhood and region within which the area is located;
 - (iii) any major land uses, zoning or reserves proposed by the plan;
 - (iv) estimates of the future number of lots in the area covered by the plan and the extent to which the plan provides for dwellings, retail floor space or other land uses;
 - (v) the population impacts that are expected to result from the implementation of the plan;
 - (vi) the extent to which the plan provides for the coordination of key transport and other infrastructure;
 - (vii) the proposed staging of the subdivision covered by the plan;and
 - (b) a precinct structure plan must also include the following information —
 - (i) the standards to be applied for the buildings, other structures and works that form part of the subdivision and development covered by the plan;

- (ii) arrangements for the management of services for the subdivision and development covered by the plan;
 - (iii) arrangements to be made for vehicles to access the area covered by the plan;
 - (iv) the proposed staging of the development covered by the plan.
- (2) The local government may prepare a structure plan in the circumstances set out in clause 15.
- (3) A person may make an application to the local government for a structure plan prepared by the person in the circumstances set out in clause 15 to be assessed and advertised if the person is —
 - (a) a person who is the owner of any or all of the land in the area to which the plan relates; or
 - (b) an agent of a person referred to in paragraph (a).

[Clause 16 amended: SL 2020/252 r. 55.]

17. Action by local government on receipt of application

- (1) On receipt of an application for a structure plan to be assessed and advertised, the local government —
 - (a) must consider the material provided by the applicant and advise the applicant in writing —
 - (i) if the structure plan complies with clause 16(1); or
 - (ii) if further information from the applicant is required before the structure plan can be accepted for assessment and advertising;
 - and
 - (b) must give the applicant an estimate of the fee for dealing with the application in accordance with the *Planning and Development Regulations 2009* regulation 48.
- (2) The structure plan is to be taken to have been accepted for assessment and advertising if the local government has not given written notice to the applicant of its decision by the latest of the following days —
 - (a) 28 days after receipt of an application;

- (b) 14 days after receipt of the further information requested under subclause (1)(a)(ii);
- (c) if the local government has given the applicant an estimate of the fee for dealing with the application — the day the applicant pays the fee.

18. Advertising structure plan

- (1) The local government must, within 28 days of preparing a structure plan or accepting an application for a structure plan to be assessed and advertised —
 - (a) advertise the proposed structure plan in accordance with subclause (2); and
 - (b) seek comments in relation to the proposed structure plan from any public authority or utility service provider that the local government considers appropriate; and
 - (c) provide to the Commission —
 - (i) a copy of the proposed structure plan and all accompanying material; and
 - (ii) details of the advertising and consultation arrangements for the plan.
- (2) The local government —
 - (a) must advertise the proposed structure plan by publishing in accordance with clause 87 —
 - (i) the proposed structure plan; and
 - (ii) a notice of the proposed structure plan; and
 - (iii) any accompanying material in relation to the proposed structure plan that the local government considers should be published;and
 - (b) may also advertise the proposed structure plan by doing either or both of the following —
 - (i) giving notice of the proposed structure plan to owners and occupiers who, in the opinion of the local government, are likely to be affected by the approval of the proposed structure plan;

- (ii) erecting a sign or signs in a conspicuous place on the land the subject of the proposed structure plan giving notice of the proposed structure plan.
- (3) A notice published or given, or on a sign erected, under subclause (2) in relation to a proposed structure plan must specify —
 - (a) the manner and form in which submissions may be made; and
 - (b) the period under subclause (3A) for making submissions and the last day of that period.
- (3A) The period for making submissions on a proposed structure plan is —
 - (a) the period of 42 days after the day on which the notice is first published under subclause (2)(a)(ii); or
 - (b) a longer period approved by the Commission.
- (4) If a local government fails to advertise a structure plan in accordance with this clause, the Commission may take reasonable steps to ensure that the plan is advertised.
- (5) All costs incurred by the Commission in the exercise of the power conferred by subclause (4) may, with the approval of the Minister, be recovered from the local government as a debt due to the Commission.

[Clause 18 amended: SL 2020/252 r. 56.]

19. Consideration of submissions

- (1) The local government —
 - (a) must consider all submissions made to the local government within the period specified in a notice advertising the structure plan; and
 - (b) may consider submissions made to the local government after that time; and
 - (c) may request further information from a person who prepared the structure plan; and
 - (d) may advertise any modifications proposed to the structure plan to address issues raised in submissions.

- (2) If a local government makes a decision under subclause (1)(d) the local government must take any steps the local government considers appropriate to advertise the proposed modification to the structure plan.
- (3) Modifications to a structure plan may not be advertised on more than one occasion without the approval of the Commission.

20. Local government report to Commission

- (1) The local government must prepare a report on the proposed structure plan and provide it to the Commission no later than 60 days after the day that is the latest of —
 - (a) the last day of the period for making submissions on the proposed structure plan that applies under clause 18(3A); or
 - (b) the last day for making submissions after a proposed modification of the structure plan is advertised under clause 19(2); or
 - (c) a day agreed by the Commission.
- (2) The report on the proposed structure plan must include the following —
 - (a) a list of the submissions considered by the local government, including, if relevant, any submissions received on a proposed modification to the structure plan advertised under clause 19(2);
 - (b) any comments by the local government in respect of those submissions;
 - (c) a schedule of any proposed modifications to address issues raised in the submissions;
 - (d) the local government's assessment of the proposal based on appropriate planning principles;
 - (e) a recommendation by the local government on whether the proposed structure plan should be approved by the Commission, including a recommendation on any proposed modifications.

[Clause 20 amended: SL 2020/252 r. 57.]

21. Cost and expenses incurred by local government

The costs and expenses incurred by the local government in giving a report under clause 20(1), are, to the extent that they are not payable by a person who prepared a structure plan under the *Planning and Development Regulations 2009* regulation 49, to be borne by the local government.

22. Decision of Commission

- (1) On receipt of a report on a proposed structure plan, the Commission must consider the plan and the report and may —
 - (a) approve the structure plan; or
 - (b) require the local government or the person who prepared the structure plan to —
 - (i) modify the plan in the manner specified by the Commission; and
 - (ii) resubmit the modified plan to the Commission for approval;or
 - (c) refuse to approve the structure plan.
- (2) Before making a decision under subclause (1), the Commission may, if the Commission considers that major modifications have been made to the structure plan since it was advertised, direct the local government to readvertise the structure plan in the manner specified by the Commission.
- (3) The Commission may not direct the local government to readvertise the structure plan on more than one occasion.
- (4) If the Commission is not given a report on a proposed structure plan in accordance with clause 20(1), the Commission may make a decision on the proposed structure plan under subclause (1) in the absence of the report.

- (5) The Commission is to be taken to have refused to approve a structure plan if the Commission has not made a decision under subclause (1) within —
 - (a) 120 days of the day on which the local government provides the report to the Commission, excluding any period between the Commission requiring modifications to the structure plan and the resubmission of the modified plan; or
 - (b) a longer period agreed in writing between the Commission and the person who prepared the proposed structure plan.
- (6) Despite subclause (5), the Commission may decide whether or not to approve a structure plan after the period applicable under subclause (5) has expired, and the validity of the decision is not affected by the expiry.
- (7) The Commission must give the local government and any person who prepared the proposed structure plan written notice of its decision to approve or to refuse to approve a structure plan.

23. Further services or information from local government

- (1) The Commission may direct the local government to give to the Commission technical advice and assistance or further information in writing in connection with the application if —
 - (a) the local government does not provide a report on a structure plan within the timeframe referred to in clause 20(1); or
 - (b) the local government provides a report on a structure plan that does not contain sufficient information for the Commission to make its decision on whether or not to approve the structure plan.
- (2) The direction must be in writing and must specify —
 - (a) the services or information required; and
 - (b) the time within which the local government must comply with the direction.
- (3) If a local government fails to comply with a direction given to it under subclause (1), the Commission may take reasonable steps to obtain the services or information referred to in the direction on its own behalf.

- (4) All costs incurred by the Commission in the exercise of the power conferred by subclause (3) may, with the approval of the Minister, be recovered from the local government as a debt due to the Commission.

24. Structure plan may provide for later approval of details of subdivision or development

- (1) The Commission may approve a structure plan that provides for further details of a proposed subdivision included in the plan to be submitted to, and approved by, the Commission before the subdivision is approved under Part 10 of the Act.
- (1A) The Commission may approve a precinct structure plan that provides for further details of development included in the plan to be submitted to, and approved by, the local government for the purposes of the plan before development approval is granted (or, if development approval is not required, before development commences).
- (2) The Commission may only approve a structure plan referred to in subclause (1) or (1A) if the Commission is satisfied that the further matters that are to be approved would not result in a substantial departure from the plan.

[Clause 24 amended: SL 2020/252 r. 58.]

25. Review

A person who prepared a structure plan may apply to the State Administrative Tribunal for a review, in accordance with the *Planning and Development Act 2005* Part 14, of a decision by the Commission not to approve the structure plan.

26. Publication of structure plan approved by Commission

- (1) If the Commission approves a structure plan the Commission must publish the structure plan in any manner the Commission considers appropriate.
- (2) The local government may publish a structure plan approved by the Commission on the website of the local government.

27. Effect of structure plan

- (1) A decision-maker for an application for development approval or subdivision approval in an area that is covered by a structure plan that has been approved by the Commission is to have due regard to, but is not bound by, the structure plan when deciding the application.
- (2) A decision-maker for an application for development approval or subdivision approval in an area referred to in clause 15 as being an area for which a structure plan may be prepared, but for which no structure plan has been approved by the Commission, may approve the application if the decision-maker is satisfied that —
 - (a) the proposed development or subdivision does not conflict with the principles of orderly and proper planning; and
 - (b) the proposed development or subdivision would not prejudice the overall development potential of the area.

28. Duration of approval

- (1) Subject to this clause and clause 29A, the approval of a structure plan has effect for —
 - (a) the period of 10 years commencing on the day on which the Commission approves the plan; or
 - (b) another period determined by the Commission when approving the plan.
- (2) The Commission may extend the period for which the approval of a structure plan has effect under subclause (1) if there are no changes to the terms of the plan.
- (3) The Commission may revoke its approval of a structure plan if —
 - (a) a new structure plan is approved in relation to the area to which the structure plan to be revoked relates; or
 - (b) the Commission considers that the plan has been implemented or is otherwise no longer required; or
 - (c) the Commission considers that the structure plan cannot be effectively implemented because of a legislative change, a change in a State planning policy or a change in the R-Codes or any other planning code that is read into the Scheme; or

- (d) for a structure plan that was the subject of an application under clause 16(3), the revocation is agreed to by —
 - (i) the owner of the land to which the structure plan relates (or, if the land is owned by 2 or more owners, each of them); and
 - (ii) the local government.

- (4) For the purposes of subclause (1), a structure plan that was approved before 19 October 2015 is taken to have been approved on that day.

[Clause 28 inserted: SL 2020/252 r. 59; amended: SL 2024/25 r. 54.]

29. Amendment of structure plan

- (1) A structure plan may be amended by the Commission at the request of the local government or a person who owns land in the area covered by the plan.
- (2) The procedures for making a structure plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a structure plan under this clause.
- (3) Despite subclause (2), the local government may decide not to advertise an amendment to a structure plan if, in the opinion of the local government and the Commission, the amendment is of a minor nature.
- (4) An amendment to a structure plan under this clause or clause 29A(2) does not extend the period of approval of the plan unless, at the time the amendment is approved, the Commission agrees to extend the period.

[Clause 29 amended: SL 2020/252 r. 60.]

29A. Revocation or amendment of structure plan resulting from scheme amendment

- (1) The Commission must, as soon as is reasonably practicable, revoke the approval of a structure plan if —
 - (a) an amendment to this Scheme that affects the area to which the structure plan relates takes effect; and

- (b) the amendment includes a statement in relation to the structure plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 35A(a).
- (2) If an amendment to this Scheme that affects the area to which a structure plan relates takes effect, and that amendment includes a statement in relation to the structure plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 35A(b), the Commission must as soon as is reasonably practicable amend the structure plan in accordance with the statement.
- (3) The procedures referred to in clause 29(2) do not apply in relation to the amendment of a structure plan under subclause (2).

[Clause 29A inserted: SL 2020/252 r. 61.]

[Part 5 (cl. 30-45) deleted: SL 2020/252 r. 62.]

Part 6 — Local development plans

46. Term used: local development plan

In this Part —

local development plan means a plan setting out specific and detailed guidance for a future development including one or more of the following —

- (a) site and development standards that are to apply to the development;
- (b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relates.

47. When local development plan may be prepared

A local development plan in respect of an area of land in the Scheme area may be prepared if —

- (a) the Commission has identified the preparation of a local development plan as a condition of approval of a plan of subdivision of the area; or
- (b) a local planning policy or structure plan requires a local development plan to be prepared for the area; or

- (c) another provision of this Scheme requires a local development plan to be prepared for the area; or
- (d) the Commission and the local government considers that a local development plan is required for the purposes of orderly and proper planning.

[Clause 47 amended: SL 2020/252 r. 63.]

48. Preparation of local development plan

- (1) A local development plan must —
 - (a) be prepared in a manner and form approved by the Commission; and
 - (b) include any maps or other material considered by the local government to be necessary; and
 - (c) set out the following information —
 - (i) the standards to be applied for the buildings, other structures and works that form part of the development to which it applies;
 - (ii) details of the arrangements to be made for vehicles to access the area covered by the plan.
- (2) The local government may prepare a local development plan in the circumstances set out in clause 47.
- (3) A person may make an application to the local government for a local development plan prepared by the person in the circumstances set out in clause 47 to be assessed and advertised if the person is —
 - (a) a person who is the owner of any or all of the land in the area to which the plan relates; or
 - (b) an agent of a person referred to in paragraph (a).

49. Action by local government on receipt of application

- (1) On receipt of an application for a local development plan to be assessed and advertised, the local government —
 - (a) must consider the material provided by the applicant and advise the applicant in writing —

- (i) if the local development plan complies with clause 48(1); or
 - (ii) if further information from the applicant is required before the local development plan can be accepted for assessment and advertising;
 - and
 - (b) must give the applicant an estimate of the fee for dealing with the application in accordance with the *Planning and Development Regulations 2009* regulation 48.
- (2) The local development plan is to be taken to have been accepted for assessment and advertising if the local government has not given written notice of its decision to the applicant by the latest of the following days —
- (a) 14 days after receipt of an application;
 - (b) 7 days after receipt of the further information requested under subclause (1)(a)(ii);
 - (c) if the local government has given the applicant an estimate of the fee for dealing with the application — the day on which the applicant pays the fee.

50. Advertising of local development plan

- (1) The local government must, within 28 days of preparing a local development plan or accepting an application for a local development plan to be assessed and advertised —
- (a) advertise the proposed local development plan in accordance with subclause (2); and
 - (b) seek comments in relation to the proposed local development plan from any public authority or utility service that the local government considers appropriate.
- (2) The local government —
- (a) must advertise the proposed local development plan by publishing in accordance with clause 87 —
 - (i) the proposed local development plan; and
 - (ii) a notice of the proposed local development plan; and

- (iii) any accompanying material in relation to the proposed local development plan that the local government considers should be published;
- and
- (b) may also advertise the proposed local development plan by doing either or both of the following —
 - (i) giving notice of the proposed local development plan to owners and occupiers who, in the opinion of the local government, are likely to be affected by the approval of the plan;
 - (ii) erecting a sign or signs in a conspicuous place on the land the subject of the proposed local development plan giving notice of the proposed local development plan.
- (3) Despite subclause (1) the local government may decide not to advertise a local development plan if the local government is satisfied that the plan is not likely to adversely affect any owners or occupiers within the area covered by the plan or an adjoining area.
- (4) A notice published or given, or on a sign erected, under subclause (2) in relation to a proposed local development plan must specify —
 - (a) the manner and form in which submissions may be made; and
 - (b) the period for making submissions and the last day of that period.
- (5) The period for making submissions specified in a notice under subclause (4)(b) must not be less than the period of 14 days after the day on which the notice of the proposed local development plan is first published under subclause (2)(a)(ii).

[Clause 50 amended: SL 2020/252 r. 64.]

51. Consideration of submissions

The local government —

- (a) must consider all submissions in relation to a local development plan made to the local government within the period specified in a notice advertising a proposed local development plan; and

- (b) may consider submissions in relation to a local development plan made to the local government after that time; and
- (c) is to have due regard to the matters set out in clause 67(2) to the extent that, in the opinion of the local government those matters are relevant to the development to which the plan relates.

[Clause 51 amended: SL 2020/252 r. 65.]

52. Decision of local government

- (1) Following consideration of a proposed local development plan, including any amendments made to the plan to address matters raised in submissions, the local government must —
 - (a) approve the local development plan; or
 - (b) require the person who prepared the local development plan to —
 - (i) modify the plan in the manner specified by the local government; and
 - (ii) resubmit the modified plan to the local government for approval;or
 - (c) refuse to approve the plan.
- (1A) The local government must not approve a local development plan under subclause (1) if —
 - (a) the local development plan amends or replaces a deemed-to-comply provision of the R-Codes; and
 - (b) under the R-Codes, the Commission's approval is required for the local development plan; and
 - (c) the Commission has not approved the local development plan.
 - (2) The local government is to be taken to have refused to approve a local development plan if the local government has not made a decision under subclause (1) —
 - (a) if the plan was advertised — within the period of 60 days after the last day for making submissions specified in accordance with clause 50(5) or a longer period agreed

between the local government and a person other than the local government who prepared the plan; or

- (b) if the plan was not advertised — within the period of 60 days after the resolution not to advertise the plan was made by the local government or a longer period agreed between the local government and a person other than the local government who prepared the plan.
- (3) For the purposes of calculating the periods referred to in subclause (2)(a) and (b), the period between the local government requiring modifications to the local development plan and the resubmission of the modified plan is to be excluded.
- (4) Despite subclause (2), the local government may decide whether or not to approve a local development plan after the period applicable under subclause (2) has expired, and the validity of the decision is not affected by the expiry.
- (5) The local government must give any person who prepared the local development plan written notice of its decision to approve or to refuse to approve a local development plan.

[Clause 52 amended: SL 2020/252 r. 66.]

53. Local development plan may provide for later approval of details of development

- (1) The local government may approve a local development plan that provides for further details of any development included in the plan to be submitted to, and approved by, the local government before the development commences.
- (2) The local government may only approve a local development plan referred to in subclause (1) if the local government is satisfied that the further matters that are to be approved would not result in a substantial departure from the plan.

54. Review

A person who prepared a local development plan may apply to the State Administrative Tribunal for a review, in accordance with the *Planning and Development Act 2005* Part 14, of a decision by the local government not to approve the local development plan.

55. Publication of local development plan approved by local government

- (1) If the local government approves a local development plan the local government must publish the local development plan in accordance with clause 87.
- (2) Subclause (1) is an ongoing publication requirement for the purposes of clause 87(5)(a).

[Clause 55 inserted: SL 2020/252 r. 67.]

56. Effect of local development plan

- (1) A decision-maker for an application for development approval in an area that is covered by a local development plan that has been approved by the local government must have due regard to, but is not bound by, the local development plan when deciding the application.
- (2) A decision-maker for an application for development approval in an area referred to in clause 47 as being an area for which a local development plan may be prepared, but for which no local development plan has been approved by the local government, may approve the application if the decision-maker is satisfied that —
 - (a) the proposed development does not conflict with the principles of orderly and proper planning; and
 - (b) the proposed development would not prejudice the overall development potential of the area.

57. Duration of approval

- (1) The approval of a local development plan has effect for a period of 10 years commencing on the day on which the local government approves the plan, or another period determined by the local government, unless the local government earlier revokes its approval.
- (2) For the purposes of subclause (1), a local development plan that was approved before 19 October 2015 is taken to have been approved on that day.

- (3) A local government may extend the period of approval of a local development plan if there are no changes to the terms of the plan or the conditions attached to the approval.

[Clause 57 amended: SL 2020/252 r. 68.]

58. Revocation of local development plan

The local government must not revoke approval of a local development plan unless this Scheme is amended so that the development to which the plan relates is a non-conforming use.

59. Amendment of local development plan

- (1) A local development plan may be amended by the local government.
- (2) A person who owns land in the area covered by a local development plan may request the local government to amend the plan.
- (3) The procedures for making a local development plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a local development plan.
- (4) Despite subclause (3), the local government may decide not to advertise an amendment to a local development plan if, in the opinion of the local government, the amendment is of a minor nature.
- (5) An amendment to a local development plan does not extend the period of approval of the plan unless, at the time the amendment is approved, the local government agrees to extend the period.

Part 7 — Requirement for development approval

60. Requirement for development approval

A person must not commence or carry out any works on, or use, land in the Scheme area unless —

- (a) the person has obtained the development approval of the local government under Part 8; or
- (b) development approval is not required for the development under clause 61.

Note:

1. Development includes the erection, placement and display of advertisements.
2. Approval to commence development may also be required from the Commission if the land is subject to a region planning scheme.

[Clause 60 amended: SL 2020/252 r. 69.]

61. Development for which development approval not required

- (1) Development approval is not required for works if —
 - (a) the works are of a class specified in Column 1 of an item in the Table; and
 - (b) if conditions are set out in Column 2 of the Table opposite that item — all of those conditions are satisfied in relation to the works.

Table

| | Column 1 Works | Column 2 Conditions |
|----|---|--|
| 1. | The demolition or removal of any of the following — (a) a single house; (b) an ancillary dwelling; (c) an outbuilding; (d) an external fixture; (e) a boundary wall or fence; (f) a patio; (g) a pergola; (h) a verandah; (i) a deck; (j) a garage; (k) a carport; (l) a swimming pool; (m) shade sails. | The works are not located in a heritage-protected place. |
| 2. | The demolition of a building that is not a single house, ancillary dwelling, multiple dwelling or grouped dwelling. | (a) The building does not share a common wall with another building. (b) The works are not located in a heritage-protected place. |
| 3. | The demolition or removal of a cubbyhouse. | The works are not located in a heritage-protected place. |

| | Column 1 Works | Column 2 Conditions |
|----|---|--|
| 4. | The demolition or removal of a flagpole. | The works are not located in a heritage-protected place of a kind referred to in clause 1A(1)(a) to (e). |
| 5. | Internal building work that does not materially affect the external appearance of the building. | Either — (a) neither the building nor any part of it is located in a heritage-protected place of a kind referred to in clause 1A(1)(a) to (e); or (b) the building, or a part of it, is located in a heritage-protected place of a kind referred to in clause 1A(1)(a), (c), (d) or (e), but the interior of the building is specified as not being of cultural heritage significance in the relevant register, order, agreement or list referred to in that clause. |
| 6. | The erection of, or alterations or additions to, a single house on a lot. | (a) The R-Codes apply to the works. (b) The works comply with the deemed-to-comply provisions of the R-Codes. (c) The works are not located in a heritage-protected place. |

| | Column 1 Works | Column 2 Conditions |
|----|---|--|
| 7. | <p>The erection or installation of, or alterations or additions to, any of the following on the same lot as a single house or a grouped dwelling —</p> <ul style="list-style-type: none">(a) an ancillary dwelling;(b) an outbuilding;(c) an external fixture;(d) a boundary wall or fence;(e) a patio;(f) a pergola;(g) a verandah;(h) a deck;(i) a garage;(j) a carport. | <ul style="list-style-type: none">(a) The R-Codes apply to the works.(b) The works comply with the deemed-to-comply provisions of the R-Codes.(c) The works are not located in a heritage-protected place. |
| 8. | <p>The installation of, or alterations or additions to, any of the following on the same lot as a single house or a grouped dwelling —</p> <ul style="list-style-type: none">(a) a swimming pool;(b) shade sails. | <p>The works are not located in a heritage-protected place.</p> |

| | Column 1 Works | Column 2 Conditions |
|----|---|--|
| 9. | The temporary erection or installation of an advertisement. | <p>(a) The advertisement is erected or installed in connection with an election, referendum or other poll conducted under the <i>Commonwealth Electoral Act 1918</i> (Commonwealth), the <i>Referendum (Machinery Provisions) Act 1984</i> (Commonwealth), the <i>Electoral Act 1907</i>, the <i>Local Government Act 1995</i> or the <i>Referendums Act 1983</i>.</p> <p>(b) The primary purpose of the advertisement is for political communication in relation to the election, referendum or poll.</p> <p>(c) The advertisement is not erected or installed until the writ or writs have been issued or, for an election, referendum or poll under the <i>Local Government Act 1995</i>, until the 36th day before the day on which the election, referendum or poll is to be held.</p> <p>(d) The advertisement is removed no later than 48 hours after the election, referendum or poll is conducted.</p> |

| | Column 1 Works | Column 2 Conditions |
|-----|---|---|
| | | (e) The advertisement is not erected or installed within 1.5 m of any part of a crossover or street truncation. |
| 10. | The erection or installation of a sign of a class specified in a local planning policy or local development plan that applies to the works as not requiring development approval. | <p>(a) The sign complies with any requirements specified in the local planning policy or local development plan in relation to the exemption from the requirement for development approval.</p> <p>(b) The sign is not erected or installed within 1.5 m of any part of a crossover or street truncation.</p> <p>(c) The works are not located in a heritage-protected place.</p> |
| 11. | Works to change an existing sign that has been erected or installed on land. | <p>(a) The erection or installation of the existing sign was the subject of development approval or was exempt from the requirement for development approval.</p> <p>(b) The changes do not alter the size or location of the existing sign or result in the sign containing any illumination, animation, movement or reflective, retro-reflective or fluorescent materials.</p> |

| | Column 1 Works | Column 2 Conditions |
|-----|-----------------------------------|---|
| | | <p>(c) The sign is not used for advertising (other than the advertising of a business operated on the land).</p> <p>(d) The works are not located in a heritage-protected place.</p> |
| 12. | The installation of a water tank. | <p>(a) The water tank is not installed in the street setback area of a building.</p> <p>(b) The volume of the water tank is no more than 5 000 L.</p> <p>(c) The height of the water tank is no more than —</p> <p class="list-item-l1">(i) for a tank fixed to a building — the height of the eaves of the building; or</p> <p class="list-item-l1">(ii) for a tank that is not fixed to a building and is more than 1 m from each boundary of the lot — 2.4 m; or</p> <p class="list-item-l1">(iii) for a tank that is not fixed to a building and is 1 m or less from a boundary of the lot — 1.8 m.</p> <p>(d) The works are not located in a heritage-protected place.</p> |

| | Column 1 Works | Column 2 Conditions |
|-----|---|--|
| 13. | The erection or installation of a cubbyhouse. | <p>(a) The cubbyhouse is not erected or installed in the street setback area of a building.</p> <p>(b) The floor of the cubbyhouse is no more than 1 m above the natural ground level.</p> <p>(c) The wall height of the cubbyhouse is no more than 2.4 m above the natural ground level.</p> <p>(d) The building height of the cubbyhouse is no more than 3 m above the natural ground level.</p> <p>(e) The area of the floor of the cubbyhouse is no more than 10 m².</p> <p>(f) The cubbyhouse is not erected or installed within 1 m of more than 1 boundary of the lot.</p> |
| 14. | The erection or installation of a flagpole. | <p>(a) The height of the flagpole is no more than 6 m above the natural ground level.</p> <p>(b) The flagpole is no more than 200 mm in diameter.</p> <p>(c) The flagpole is not used for advertising.</p> <p>(d) There is no more than 1 flagpole on the lot.</p> |

| | Column 1 Works | Column 2 Conditions |
|-----|---|---|
| | | (e) The works are not located in a heritage-protected place. |
| 15. | The installation of solar panels on the roof of a building. | (a) The solar panels are parallel to the angle of the roof. (b) The works are not located in a heritage-protected place. |
| 16. | Maintenance and repair works. | Either — (a) the works are not located in a heritage-protected place; or (b) the maintenance and repair works are of a kind referred to in the <i>Heritage Regulations 2019</i> regulation 41(1)(b) to (i). |
| 17. | Temporary works. | The works are in existence for less than 48 hours, or a longer period agreed by the local government, in any 12-month period. |
| 18. | Works that are urgently necessary for any of the following — (a) public safety; (b) the safety or security of plant or equipment; (c) the maintenance of essential services; (d) the protection of the environment. | The works are not located in a heritage-protected place of a kind referred to in clause 1A(1)(a), (b) or (d). |

| | Column 1 Works | Column 2 Conditions |
|-----|---|---|
| 19. | Works that are wholly located on an area identified as a regional reserve under a region planning scheme. | |
| 20. | Works specified in a local planning policy or local development plan that applies to the works as works that do not require development approval (other than works referred to in item 10). | The works comply with any requirements specified in the local planning policy or local development plan in relation to the exemption from the requirement for development approval. |
| 21. | Works of a type identified elsewhere in this Scheme as works that do not require development approval. | The works comply with any requirements specified in this Scheme in relation to the exemption from the requirement for development approval. |

Notes for this subclause:

1. Approval may be required from the Commission for development on a regional reserve under a region planning scheme.
 2. Section 157 of the Act applies in respect of the carrying out of works necessary to enable the subdivision of land if the Commission has approved a plan of the subdivision.
 3. Section 6 of the Act applies in respect of the carrying out of public works.
 4. Clause 1B sets out circumstances in which development is taken to comply with a deemed-to-comply provision of the R-Codes.
- (2) Development approval of the local government is not required for the following uses —
- (a) a use that is wholly located on an area identified as a regional reserve under a region planning scheme;

Note for this paragraph:

Approval may be required from the Commission for development on a regional reserve under a region planning scheme.

- (b) development that is a class P use in relation to the zone in which the development is located, if —
 - (i) the development has no works component; or
 - (ii) development approval is not required for the works component of the development;
- (c) development that is an exempt class D use under subclause (3) in relation to the zone in which the development is located, if —
 - (i) the development has no works component; or
 - (ii) development approval is not required for the works component of the development;
- (d) the use of premises as a home office;
- (e) the use of premises as a drop-off refund point if —
 - (i) the premises are otherwise used as a shop (as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 38); or
 - (ii) the premises are not in a residential zone and the use of the premises as a drop-off refund point is an incidental use of the premises;
- (ea) the use of a dwelling as hosted short-term rental accommodation;
- (eb) the use of a dwelling as unhosted short-term rental accommodation if the dwelling is —
 - (i) wholly or partly in the metropolitan region; and
 - (ii) registered under the *Short-Term Rental Accommodation Act 2024* Part 3; and
 - (iii) used as unhosted short-term rental accommodation for no more than 90 nights in a relevant 12-month period; and
 - (iv) not located in a zone in relation to which the use of a dwelling as unhosted short-term rental

accommodation is a class X use or a use that is not consistent with the objectives of that zone;

- (f) temporary use that is in existence for less than 48 hours, or a longer period agreed by the local government, in any 12-month period;
 - (g) any other use specified in a local planning policy or local development plan that applies to the development as a use that does not require development approval;
 - (h) use of a type identified elsewhere in this Scheme as use that does not require development approval.
- (3) For the purposes of subclause (2)(c), a use of land is an exempt class D use in relation to the zone in which the land is located if —
- (a) the use is a class D use in relation to the zone; and
 - (b) the use is of a class set out in Column 1 of an item in the Table; and
 - (c) the zone is of a class set out in Column 2 of the Table opposite that item; and
 - (d) if conditions are set out in Column 3 of the Table opposite that item — all of those conditions are satisfied in relation to the use.

Table

| | Column 1 Use | Column 2 Zones | Column 3 Conditions |
|----|-------------------------|--------------------------------------|--|
| 1. | Shop | Commercial, centre or mixed use zone | Net lettable area is no more than 300 m ² . |
| 2. | Restaurant/cafe | Commercial, centre or mixed use zone | Net lettable area is no more than 300 m ² . |
| 3. | Convenience store | Commercial, centre or mixed use zone | Store is not used for the sale of petroleum products. |

| | Column 1 Use | Column 2 Zones | Column 3 Conditions |
|----|-------------------------|--------------------------------------|---|
| 4. | Consulting rooms | Commercial, centre or mixed use zone | No more than 60% of the glass surface of any window on the ground floor of the consulting rooms is obscured glass. |
| 5. | Office | Commercial, centre or mixed use zone | Office is not located on the ground floor of a building. |
| 6. | Liquor store — small | Commercial, centre or mixed use zone | Store is in the metropolitan region or Peel Region Scheme area. |
| 7. | Small bar | Commercial, centre or mixed use zone | (a) Small bar is in the metropolitan region or Peel Region Scheme area. (b) The lot on which the small bar is located does not directly adjoin a residential zone. |

| | Column 1 Use | Column 2 Zones | Column 3 Conditions |
|----|-------------------------|---|---|
| 8. | Recreation — private | Commercial, centre or mixed use zone Light industry zone | (a) Premises are in the metropolitan region. (b) Net lettable area of any indoor area of the premises is no more than 300 m ² . (c) No more than 60% of the glass surface of any window on the ground floor of a building on the premises is obscured glass. |
| 9. | Home occupation | All zones | |

- (4) A reference in Column 1 of the Table to subclause (3) to a class of land use is a reference to that use as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 1 clause 38, whether or not —

- (a) the relevant definition is included in this Scheme; or
- (b) this Scheme includes a different definition for that use; or
- (c) this Scheme refers to that class of land use by a different name.

- (5) Subclause (2) has effect despite the zoning table for this Scheme.

- (6) Despite subclauses (1) and (2), an exemption under those subclauses does not apply to development if —

- (a) the development is undertaken in a special control area and the special provisions that apply to that area under this Scheme provide that development approval is required for the development; or

- (b) the development is undertaken on land designated by an order made under the *Fire and Emergency Services Act 1998* section 18P as a bush fire prone area and development approval is required under clause 78D(3) for the development.
- (7) An exemption from the requirement for development approval that applies under this clause (other than an exemption under item 10 or 20 in the Table to subclause (1)) is not affected by any provision of a local planning policy or local development plan.
- (8) If development consists of both works and use of land —
 - (a) subject to subclause (2)(b)(ii) and (c)(ii), any exemption under subclause (1) that applies to the works does not affect whether development approval is required for the use; and
 - (b) any exemption under subclause (2) that applies to the use does not affect whether development approval is required for the works.
- (9) Despite any provision to the contrary in a local planning policy or local development plan referred to in subclause (2)(g), development approval is required for the use of a dwelling as unhosted short-term rental accommodation if —
 - (a) the dwelling is wholly or partly in the metropolitan region; and
 - (b) the dwelling is —
 - (i) not registered under the *Short-Term Rental Accommodation Act 2024* Part 3; or
 - (ii) used as unhosted short-term rental accommodation for more than 90 nights in a relevant 12-month period; or
 - (iii) located in a zone in relation to which the use of a dwelling as unhosted short-term rental accommodation is a class X use or a use that is not consistent with the objectives of that zone.

- (10) A reference in subclause (2)(eb) or (9)(b) to a **relevant 12-month period** in relation to unhosted short-term rental accommodation is a reference to —
- (a) the period of 12 months commencing on the day on which the owner or occupier registered the dwelling under the *Short-Term Rental Accommodation Act 2024* Part 3; or
 - (b) any subsequent 12-month period commencing on the anniversary of that day.

[Clause 61 inserted: SL 2020/252 r. 70; amended: SL 2024/194 r. 7.]

61A. Advice by local government that development approval not required for erection of, or alterations or additions to, single house

- (1) This clause applies only if —
- (a) the Scheme area is wholly or partly in the metropolitan region or the Peel Region Scheme area; or
 - (b) the local government has made an election under subclause (5)(a) and has not revoked that election under subclause (5)(b).
- (2) An owner of a lot in the Scheme area who proposes to carry out works consisting of the erection of, or alterations or additions to, a single house on the lot may apply to the local government for written advice that the local government is satisfied that development approval of the local government is not required for the works because of an exemption under item 6 in the Table to clause 61(1).
- (3) An application under subclause (2) must be —
- (a) made in a manner and form approved by the Commission; and
 - (b) accompanied by any documents or other information required by the approved form; and
 - (c) accompanied by any fee for determining the application imposed by the local government under the *Planning and Development Regulations 2009*.

- (4) Within 14 days after an application under subclause (2) is made, the local government must —
 - (a) provide advice to the applicant, in the manner and form approved by the Commission, that the local government is satisfied that development approval of the local government is not required for the works because of an exemption under item 6 in the Table to clause 61(1); or
 - (b) notify the applicant, in the manner and form approved by the Commission, that the local government is not satisfied as referred to in paragraph (a).
- (5) The local government may, by written notice given to the Commission and published in accordance with clause 87 —
 - (a) elect to provide advice under this clause; or
 - (b) revoke an election under paragraph (a).

[Clause 61A inserted: SL 2020/252 r. 70.]

Part 8 — Applications for development approval

62. Form of application

- (1) An application for development approval must be —
 - (a) made in the form of the “Application for development approval” set out in clause 86(1); and
 - (b) signed by the owner of the land on which the proposed development is to be located; and
 - (c) accompanied by any fee for an application of that type set out in the *Planning and Development Regulations 2009* or prescribed under the *Local Government Act 1995*; and
 - (d) accompanied by the plans and information specified in clause 63.

- (2) For the purposes of subclause (1)(b), a person or body may sign an application for development approval as the owner of freehold land if the person or body is one of the following —
- (a) a person who is referred to in the definition of **owner** in respect of freehold land in clause 1;
 - (b) a strata company that —
 - (i) is authorised to make an application for development approval in respect of the land under scheme by-laws registered under the *Strata Titles Act 1985*; and
 - (ii) if the land is held under a leasehold scheme, has the written consent of the owner of the leasehold scheme to make the application;
 - (ba) a community corporation for a community titles scheme that is authorised to make an application for development approval in respect of the land under scheme by-laws registered for the community titles scheme under the *Community Titles Act 2018*;
 - (c) a person who is authorised under another written law to make an application for development approval in respect of the land;
 - (d) an agent of a person referred to in paragraph (a).

Note:

The *Planning and Development Act 2005* section 267A makes provision for the signing of documents by the owner of Crown land.

- (2A) A term has the same meaning in subclause (2)(b) as is given in the *Strata Titles Act 1985* section 3(1).
- (2B) A term has the same meaning in subclause (2)(ba) as is given in the *Community Titles Act 2018* section 3(1).
- (3) An application for development approval for the erection, placement or display of an advertisement must be accompanied by sufficient information to determine the application in the form of the “Additional information for development approval for advertisements” set out in clause 86(2).

Note:

The *Interpretation Act 1984* section 74 provides for circumstances in which deviations from a prescribed form do not invalidate the form used.

[Clause 62 amended: Gazette 31 Dec 2019 p. 4655-6; SL 2021/77 r. 4.]

63. Accompanying material

- (1) An application for development approval must be accompanied by —
- (a) a plan or plans in a form approved by the local government showing the following —
 - (i) the location of the site including street names, lot numbers, north point and the dimensions of the site;
 - (ii) the existing and proposed ground levels over the whole of the land the subject of the application;
 - (iii) the location, height and type of all existing structures and environmental features, including watercourses, wetlands and native vegetation on the site;
 - (iv) the structures and environmental features that are proposed to be removed;
 - (v) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site;
 - (vi) the existing and proposed means of access for pedestrians and vehicles to and from the site;
 - (vii) the location, number, dimensions and layout of all car parking spaces intended to be provided;
 - (viii) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas;
 - (ix) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the open storage or trade display area;

- (x) the nature and extent of any open space and landscaping proposed for the site;
 - and
 - (b) plans, elevations and sections of any building proposed to be erected or altered and of any building that is intended to be retained; and
 - (c) a report on any specialist studies in respect of the development that the local government requires the applicant to undertake such as site surveys or traffic, heritage, environmental, engineering or urban design studies; and
 - (d) any other plan or information that the local government reasonably requires.
- (2) The local government may waive or vary a requirement set out in subclause (1).
- (3) Where an application relates to a place entered on a heritage list prepared in accordance with this Scheme or within an area designated under this Scheme as a heritage area, the local government may require the application to be accompanied by one or more of the following —
 - (a) street elevations drawn as one continuous elevation to a scale not smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land the subject of the application;
 - (b) a detailed schedule of all finishes, including materials and colours of the proposed development;
 - (c) a description of the finishes of the existing developments on the subject lot and on each lot immediately adjoining the subject lot.

63A. Action by local government on receipt of application

- (1) On receipt of an application for development approval, the local government must —
 - (a) consider whether the application and accompanying material comply with clauses 62 and 63; and
 - (b) within 7 days after the day on which the application is received, advise the applicant by written notice —
 - (i) if the local government is satisfied that the application and accompanying material comply with clauses 62 and 63 — that the application has been accepted for assessment; or
 - (ii) otherwise — that the applicant must amend the application, or provide further accompanying material, before the application can be accepted for assessment.
- (2) If the local government does not give advice under subclause (1)(b) within the 7-day period referred to in that subclause, the application is taken to be accepted for assessment on the day after the end of that period.
- (3) If the local government gives advice under subclause (1)(b)(ii) and the applicant amends the application or provides further accompanying material as required, this clause applies again in respect of the application as amended or as accompanied by the further material as if references to the receipt of the application were to the receipt of the amendment or the further material.

[Clause 63A inserted: SL 2020/252 r. 71.]

64. Advertising applications

- (1) The local government —
 - (a) must advertise a complex application for development approval in accordance with subclause (3); and

- (b) must advertise an application for development approval in accordance with subclause (4) if the application is not a complex application and —
 - (i) relates to development that is a class A use in relation to the zone in which the development is located; or
 - (ii) relates to the extension of a non-conforming use; or
 - (iii) relates to development that does not comply with the requirements of this Scheme; or
 - (iv) relates to development for which the local government requires a heritage assessment to be carried out under clause 11(1); or
 - (v) is of a kind identified elsewhere in this Scheme as an application that is required to be advertised;and
 - (c) may advertise any other application for development approval in accordance with subclause (4).
- (2) Subclause (1)(b)(iii) does not apply if the local government is satisfied that the non-compliance with the requirements of this Scheme is of a minor nature.
- (3) For the purposes of subclause (1)(a), a complex application is advertised by doing all of the following —
- (a) publishing in accordance with clause 87 —
 - (i) a notice of the proposed development in the form set out in clause 86(3); and
 - (ii) the application for development approval; and
 - (iii) any accompanying material in relation to the application that the local government considers should be published;
 - (b) giving notice of the proposed development —
 - (i) to the owners and occupiers of every property that is within 200 m of the proposed development; and
 - (ii) to any other owners and occupiers of properties in the vicinity of the proposed development who, in the

opinion of the local government, are likely to be affected by the granting of development approval;

- (c) erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in clause 86(3).

Note for this subclause:

Under clause 88, the Commission may approve varied requirements that apply if it is not practicable for the local government to comply with subclause (3)(b) or (c).

- (4) For the purposes of subclause (1)(b) or (c), an application that is not a complex application is advertised by doing any or all of the following, as determined by the local government —
 - (a) publishing in accordance with clause 87 —
 - (i) a notice of the proposed development in the form set out in clause 86(3); and
 - (ii) the application for development approval; and
 - (iii) any accompanying material in relation to the application that the local government considers should be published;
 - (b) giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval;
 - (c) erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in clause 86(3).
- (5) A notice published or given, or on a sign erected, in accordance with subclause (3) or (4) in relation to an application for development approval must specify —
 - (a) the manner and form in which submissions may be made; and
 - (b) the applicable period under subclause (6) or (7) for making submissions and the last day of that period.

- (6) The period to be specified in a notice published or given, or on a sign erected, in accordance with subclause (3) in relation to a complex application is —
- (a) the period of 28 days after the day on which the notice of the application is first published under subclause (3)(a); or
 - (b) a longer period agreed in writing between the applicant and the local government.
- (7) The period to be specified in a notice published or given, or on a sign erected, in accordance with subclause (4) in relation to an application that is not a complex application is —
- (a) the period of 14 days after the day on which the notice of the application is first published or given, or the sign is first erected, as the case requires; or
 - (b) a longer period agreed in writing between the applicant and the local government.

[Clause 64 inserted: SL 2020/252 r. 71.]

64A. Applicant for development approval may be required to pay costs of advertising or erect signs

- (1) The local government may require an applicant for development approval to pay the costs of the local government advertising the application for development approval under clause 64.
- (2) The local government may, instead of erecting signs under clause 64(3)(c) or (4)(c), require the applicant for development approval to erect those signs.

[Clause 64A inserted: SL 2020/252 r. 71.]

65. Subsequent approval of development

The procedures relating to applications for development approval set out in Part 7, Part 9 and this Part apply, with any modifications necessary, to an application for development approval for development already commenced or carried out.

Note:

The *Planning and Development Act 2005* section 164 sets out the effect of approval for development already commenced or carried out.

Part 9 — Procedure for dealing with applications for development approval

65A. Local government may request additional information or material

- (1) If an application for development approval has been accepted for assessment, the local government may, by written notice given to the applicant, request the applicant to provide any further information or material that the local government reasonably requires to determine the application.
- (2) A request under subclause (1) may be made whether or not the local government gave the applicant advice under clause 63A(1)(b)(ii) in relation to the application before it was accepted for assessment.
- (3) A request under subclause (1) must state the period within which the further information or material must be provided, which must be a period of at least 21 days after the day on which the request is made.
- (4) Only 1 request under subclause (1) can be made in relation to an application for development approval unless —
 - (a) the application is a complex application; or
 - (b) the application is required to be advertised under clause 64(1)(b); or
 - (c) a copy of the application is required to be provided to a statutory, public or planning authority under clause 66; or
 - (d) after the application was accepted for assessment, the applicant, on their own initiative, submitted further information or material relevant to the application to the local government and the request relates to that further information or material.

[Clause 65A inserted: SL 2020/252 r. 72.]

65B. Applicant may agree to or refuse request for additional information or material

- (1) If a request under clause 65A(1) is made to an applicant for development approval, the applicant may, by written notice given to the local government within 7 days after the day on which the request is made, agree to or refuse the request.

- (2) If the applicant does not agree to or refuse the request within the 7-day period referred to in subclause (1), the applicant is taken to have refused the request.
- (3) If an applicant agrees to a request under clause 65A(1), the period set out in subclause (4) is not to be counted for the purposes of determining when the application for development approval must be determined under clause 75(1).
- (4) For the purposes of subclause (3), the period —
 - (a) begins on the day on which the applicant agrees to the request; and
 - (b) ends on the earlier of the following —
 - (i) the day on which the applicant gives the information or material specified in the request to the local government;
 - (ii) the last day of the period stated in the notice of request under clause 65A(3).
- (5) If an applicant refuses a request under clause 65A(1) —
 - (a) the local government must not refuse to determine the application for development approval merely because the applicant has refused the request; and
 - (b) the making of the request does not affect when the application for development approval must be determined under clause 75(1).

[Clause 65B inserted: SL 2020/252 r. 72.]

66. Consultation with other authorities

- (1) When, in the opinion of the local government, an application for development approval may affect any other statutory, public or planning authority, the local government is to provide a copy of the application to the authority for objections and recommendations.
- (2) If an application for development approval relates to proposed development on land that is reserved under this Scheme for a public purpose and vested in a public authority, the local government must provide a copy of the application to that authority for objections and recommendations before making a decision on the application.

- (3) A statutory, public or planning authority receiving a copy of an application may, within 42 days of receiving the application or within such longer period as the local government allows in accordance with subclause (3A), provide to the local government a memorandum in writing containing any objections to, or recommendations in respect of the whole or part of the proposed development.
- (3A) The local government may extend the 42-day period referred to in subclause (3) once only by a period of not more than 14 days.
- (4) If a statutory, public or planning authority does not provide a memorandum within the time allowed under subclause (3), the local government may determine that the authority is to be taken to have no objections or recommendations to make.

[Clause 66 amended: SL 2020/252 r. 73.]

67. Consideration of application by local government

- (1) Development approval cannot be granted on an application for approval of —
 - (a) development that is a class X use in relation to the zone in which the development is located, unless —
 - (i) the development relates to land that is being used for a non-conforming use; and
 - (ii) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use;
 - or
 - (b) development that otherwise does not comply with a requirement of this Scheme, unless —
 - (i) this Scheme gives the local government discretion to waive or vary the requirement or to grant development approval despite non-compliance with the requirement; or
 - (ii) the development is permitted under a provision of this Scheme in relation to non-conforming uses.
- (2) In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1)),

the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme (including any planning codes that are read, with or without modifications, into this Scheme) and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;
- (c) any approved State planning policy;
- (d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);
- (e) any policy of the Commission;
- (f) any policy of the State;
- (fa) any local planning strategy for this Scheme endorsed by the Commission;
- (g) any local planning policy for the Scheme area;
- (h) any structure plan or local development plan that relates to the development;
- (i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (k) the built heritage conservation of any place that is of cultural significance;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;

- (m) the compatibility of the development with its setting, including —
 - (i) the compatibility of the development with the desired future character of its setting; and
 - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
- (n) the amenity of the locality including the following —
 - (i) environmental impacts of the development;
 - (ii) the character of the locality;
 - (iii) social impacts of the development;
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
- (s) the adequacy of —
 - (i) the proposed means of access to and egress from the site; and
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;

- (u) the availability and adequacy for the development of the following —
 - (i) public transport services;
 - (ii) public utility services;
 - (iii) storage, management and collection of waste;
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
 - (v) access by older people and people with disability;
 - (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
 - (w) the history of the site where the development is to be located;
 - (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
 - (y) any submissions received on the application;
 - (za) the comments or submissions received from any authority consulted under clause 66;
 - (zb) any other planning consideration the local government considers appropriate.
- (3) Subclause (1) has effect despite the zoning table for this Scheme.
[Clause 67 amended: SL 2020/252 r. 74; SL 2024/25 r. 55.]

68. Determination of applications

- (1) If an application for approval of development is advertised under clause 64, the local government must not determine the application until after the end of —
- (a) for a complex application advertised in accordance with clause 64(3) — the period for making submissions that applies under clause 64(6); or
 - (b) for an application advertised in accordance with clause 64(4) — each period for making submissions specified

in a notice published or given, or on a sign erected, in accordance with that clause.

- (1A) If a copy of an application for approval of development has been provided to a statutory, public or planning authority under clause 66, the local government must not determine the application until after the end of each period for providing a memorandum to the local government that applies under clause 66(3).
- (2) The local government may determine an application for development approval by —
 - (a) granting development approval without conditions; or
 - (b) granting development approval with conditions; or
 - (c) refusing to grant development approval.

[Clause 68 amended: SL 2020/252 r. 75.]

69. Application not to be refused if development contribution plan not in place

- (1) The local government must not refuse an application for development approval only because there is not a development contribution plan in place in relation to the development.
- (2) The local government must not grant development approval subject to a condition that future contributions to the provision of infrastructure related to the development may be required under a development contribution plan that is not in place at the time the application is determined.

70. Form and date of determination

- (1) As soon as practicable after determining an application for development approval, the local government must give the applicant written notice of the determination in the form of the “Notice of determination on application for development approval” set out in clause 86(4).
- (2) The determination has effect on the day on which the notice of determination is given to the applicant.

71. Commencement of development under development approval

If development approval is granted under clause 68 —

- (a) the development must be substantially commenced —
 - (i) if no period is specified in the approval — within the period of 2 years commencing on the date on which the determination is made; or
 - (ii) if a period is specified in the approval — within that period; or
 - (iii) in either case — within a longer period approved by the local government on an application made under clause 77(1)(a);

and

- (b) the approval lapses if the development has not substantially commenced within the period determined under paragraph (a).

Note for this clause:

For an application determined by a Development Assessment Panel, the *Planning and Development (Development Assessment Panels) Regulations 2011* regulation 16A provides for the period within which development must be substantially commenced.

[Clause 71 amended: SL 2020/252 r. 76; SL 2024/25 r. 56.]

72. Temporary development approval

The local government may impose conditions limiting the period of time for which development approval is granted.

Note:

A temporary development approval is where the local government grants approval for a limited period. It does not have any effect on the period within which the development must commence.

73. Scope of development approval

Development approval may be granted —

- (a) for the development for which the approval is sought; or

- (b) for the development for which the approval is sought, except for a part or aspect of that development specified in the approval; or
- (c) for a part or aspect of the development for which approval is sought that is specified in the approval.

74. Approval subject to later approval of details

- (1) The local government may grant development approval subject to a condition that further details of any works or use specified in the condition must be submitted to, and approved by, the local government before the developer commences the development.
- (2) The local government may only impose a condition referred to in subclause (1) if the local government is satisfied that the further matters that are to be approved would not substantially change the development approved.

75. Time for deciding application for development approval

- (1) The local government must determine an application for development approval —
 - (a) if the application is advertised in compliance with a requirement under clause 64(1)(a) or (b) or a copy of the application is provided to a statutory, public or planning authority under clause 66 — within 90 days after the day on which the application is accepted for assessment; or
 - (b) otherwise — within 60 days after the day on which the application is accepted for assessment; or
 - (c) in either case — within a longer time agreed in writing between the applicant and the local government.
- (2) If the local government has not made a determination in the time referred to in subclause (1) the local government is to be taken to have refused to grant the development approval.
- (3) Despite subclause (2), the local government may determine whether or not to grant the development approval after the period applicable under subclause (1) has expired and the validity of the determination is not affected by the expiry.

- (4) The local government must give the applicant written notice of its decision to grant or refuse to grant development approval.

[Clause 75 amended: SL 2020/252 r. 77.]

76. Review of decisions

- (1) In this clause —

affected person, in relation to a reviewable determination, means —

- (a) the applicant for development approval; or
- (b) the owner of land in respect of which an application for development approval is made;

reviewable determination means a determination by the local government to —

- (a) refuse an application for development approval; or
- (b) to grant development approval subject to conditions; or
- (c) to refuse to amend or cancel a development approval on an application made under clause 77.

- (2) An affected person may apply to the State Administrative Tribunal for a review of a reviewable determination in accordance with the *Planning and Development Act 2005* Part 14.

77. Amending or cancelling development approval

- (1) An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following —
- (a) to amend the approval so as to extend the period within which any development approved must be substantially commenced;
 - (b) to amend or delete any condition to which the approval is subject;
 - (c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;
 - (d) to cancel the approval.

- (2) An application under subclause (1) —
 - (a) is to be made in accordance with the requirements in Part 8 and dealt with under this Part as if it were an application for development approval; and
 - (b) may be made during or after the period within which the development approved must be substantially commenced.
- (3) Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied that the application relates to a minor amendment to the development approval.
- (4) The local government may determine an application made under subclause (1) by —
 - (a) approving the application without conditions; or
 - (b) approving the application with conditions; or
 - (c) refusing the application.

Part 9A — Provisions about car parking

[Heading inserted: SL 2020/252 r. 80.]

Division 1 — General

[Heading inserted: SL 2020/252 r. 80.]

77A. Terms used

In this Part —

applicable minimum on-site parking requirement, in relation to development —

- (a) means a minimum on-site parking requirement that applies to the development (and, if the local government has varied a minimum on-site parking requirement in relation to the development under clause 77D(1)(a), means that requirement as so varied); but
- (b) does not include a minimum on-site parking requirement that has been waived in relation to the development under clause 77D(1)(b);

minimum on-site parking requirement means a provision of this Scheme, or a local planning policy, that provides for the minimum number of car parking spaces that must be provided as part of development of a specified kind;

parking space shortfall, in relation to development, has the meaning given in clause 77C;

payment in lieu of parking condition means a condition requiring a payment to be made in lieu of satisfying a minimum on-site parking requirement;

payment in lieu of parking plan has the meaning given in clause 77J(1);

relevant payment in lieu of parking plan, in relation to development, means the payment in lieu of parking plan in effect from time to time for the area in which the development is located;

shared parking arrangement condition means a condition requiring entry into an arrangement for shared parking in lieu of satisfying a minimum on-site parking requirement.

[Clause 77A inserted: SL 2020/252 r. 80.]

77B. Development to which this Part applies

- (1) This Part applies to development in —
 - (a) the metropolitan region; or
 - (b) the Peel Region Scheme area.
- (2) Despite subclause (1), this Part does not apply to development to which the R-Codes apply.

[Clause 77B inserted: SL 2020/252 r. 80.]

77C. Parking space shortfall for development

If development does not comply with an applicable minimum on-site parking requirement, the ***parking space shortfall*** for the development is the number of car parking spaces calculated as follows —

$M - A$

where —

- M** is the minimum number of car parking spaces required to be provided as part of the development under the applicable minimum on-site parking requirement;
- A** is the actual number of car parking spaces to be provided as part of the development.

[Clause 77C inserted: SL 2020/252 r. 80.]

77D. Variation of minimum on-site parking requirement in relation to development

- (1) The local government may —
- (a) vary a minimum on-site parking requirement that applies to development so that the minimum number of car parking spaces that must be provided as part of the development is a lower number; or
 - (b) waive a minimum on-site parking requirement that applies to development.
- (2) The local government must not vary or waive a minimum on-site parking requirement under subclause (1) in relation to development unless the local government is satisfied —
- (a) that reasonable efforts have been made to comply with the minimum on-site parking requirement without adversely affecting access arrangements, the safety of pedestrians or persons in vehicles, open space, street trees or service infrastructure; and
 - (b) that —
 - (i) in the case of a variation — the lower number of car parking spaces would be adequate for the demands of the development, having regard to the likely use of the car parking spaces, the availability of off-site parking facilities and the likely use of alternative means of transport; or
 - (ii) in the case of a waiver — it is not necessary for car parking spaces to be provided as part of the development, having regard to the availability of

- (ii) the remainder of the car parking spaces in the parking space shortfall are to be dealt with by the shared parking arrangement condition.
- (2) If the local government gives a notice of apportionment under subclause (1)(b), then —
 - (a) for the purpose of imposing the payment in lieu of parking condition in accordance with clause 77H, the parking space shortfall for the development is taken to be the number of car parking spaces specified in the notice under subclause (1)(b)(i); and
 - (b) for the purpose of imposing the shared parking arrangement condition in accordance with clause 77Q, the parking space shortfall for the development is taken to be the number of car parking spaces specified in the notice under subclause (1)(b)(ii).

[Clause 77F inserted: SL 2020/252 r. 80.]

Division 2 — Payment in lieu of provision of car parking spaces

[Heading inserted: SL 2020/252 r. 80.]

77G. When payment in lieu of parking condition may be imposed

- (1) The local government must not impose a payment in lieu of parking condition on an approval of development under clause 68(2)(b) otherwise than in accordance with clause 77H.
- (2) The local government must not impose a payment in lieu of parking condition on an approval of development under clause 68(2)(b) in accordance with clause 77H unless a payment in lieu of parking plan that applies to the area in which the development is to be located is in effect under this Division.
- (3) Despite subclause (2), during the period of 2 years commencing on the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 3 comes into operation —
 - (a) the local government may under clause 68(2)(b) impose a payment in lieu of parking condition in accordance with clause 77H on an approval of development if there are interim

parking provisions that apply to the area in which the development is to be located; and

- (b) if the local government imposes a condition as referred to in paragraph (a) — the interim parking provisions are taken to be the relevant payment in lieu of parking plan for the development for the purposes of this Division.

- (4) In subclause (3) —

interim parking provisions means provisions of this Scheme, or of a local planning policy or local development plan, if the provisions —

- (a) are in effect immediately before the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 3 comes into operation; and
- (b) deal with the imposition of payment in lieu of parking conditions; and
- (c) set out —
 - (i) the area to which the provisions apply; and
 - (ii) the purposes for which money paid in accordance with a payment in lieu of parking condition imposed on an approval of development located in that area will be applied.

[Clause 77G inserted: SL 2020/252 r. 80.]

77H. Payment in lieu of parking condition

- (1) Subject to clause 77G, if the local government grants approval for development that does not satisfy an applicable minimum on-site parking requirement, the local government may under clause 68(2)(b) impose a condition requiring the owner of the land on which the development is to be located to make a payment to the local government in lieu of satisfying the applicable minimum on-site parking requirement.
- (2) The maximum amount of the payment required under a condition referred to in subclause (1) is the amount calculated in accordance with the determination under subclause (4).

- (3) Subclause (2) does not prevent the local government from imposing a condition that requires a payment that is lower than the maximum amount referred to in that subclause.
- (4) The Commission must, by notice published in the *Gazette*, determine the method to be used to calculate a reasonable estimate of the costs to the local government of providing in the area to which the relevant payment in lieu of parking plan applies a number of car parking spaces equivalent to the parking space shortfall for the development.
- (5) A determination under subclause (4) may provide for different calculation methods that apply in different circumstances.
- (6) The Commission may revoke a determination under subclause (4) by a subsequent determination under that subclause.
- (7) A determination under subclause (4) may be combined in a single instrument with 1 or more other determinations of that kind issued under 1 or more other local planning schemes or all other local planning schemes.

[Clause 77H inserted: SL 2020/252 r. 80.]

77I. Application of money paid under payment in lieu of parking condition

- (1) All money received by the local government in accordance with a payment in lieu of parking condition imposed on an approval of development in accordance with clause 77H must be paid into a reserve account established under the *Local Government Act 1995* section 6.11 for the purposes set out in the relevant payment in lieu of parking plan for the development.
- (2) The money must be applied for the purposes set out in the relevant payment in lieu of parking plan.
- (3) If interest is earned from the investment of money held under subclause (1), that interest must be applied for the purposes set out in the relevant payment in lieu of parking plan.

- (4) Subclause (5) applies if —
- (a) a person (the **relevant payer**) pays money to the local government in accordance with a payment in lieu of parking condition imposed in accordance with clause 77H; and
 - (b) at the end of the period of 10 years commencing on the day on which the local government receives the money, or a longer period approved by the Commission, either or both of the following applies —
 - (i) any of the money received has not been applied in accordance with subclause (2);
 - (ii) any interest earned from the investment of the money received has not been applied in accordance with subclause (3).
- (5) The local government must repay the money and interest referred to in subclause (4)(b)(i) and (ii) to the relevant payer.
- (6) The local government is not required to comply with subclause (5) if —
- (a) after taking reasonable steps to find the relevant payer, the relevant payer cannot be found; or
 - (b) the relevant payer is a body corporate that has been dissolved.
- (7) If subclause (6) applies, then despite subclauses (2) and (3), the money and interest referred to in subclause (4)(b)(i) and (ii) may be applied for any purpose that —
- (a) relates to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example, public transport infrastructure or cycling or pedestrian paths) in the Scheme area; or
 - (b) is ancillary or incidental to purposes referred to in paragraph (a).

[Clause 77I inserted: SL 2020/252 r. 80.]

77J. Payment in lieu of parking plan

- (1) A *payment in lieu of parking plan* is a plan setting out the following —
- (a) the area to which the plan applies;
 - (b) the purposes for which money paid in accordance with any payment in lieu of parking condition imposed by the local government on an approval of development located in the area will be applied, which must —
 - (i) relate to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example, public transport infrastructure or cycling or pedestrian paths) in the area to which the plan applies; or
 - (ii) be ancillary or incidental to purposes referred to in subparagraph (i);
 - (c) any other information required by the Commission.
- (2) The local government may —
- (a) prepare a payment in lieu of parking plan for any part of the Scheme area; or
 - (b) adopt a payment in lieu of parking plan prepared by an owner of land in the part of the Scheme area to which the plan would apply.
- (3) A payment in lieu of parking plan must be prepared in the form approved by the Commission.

[Clause 77J inserted: SL 2020/252 r. 80.]

77K. Advertising payment in lieu of parking plan

- (1) If the local government resolves to prepare or adopt a payment in lieu of parking plan the local government must, unless the Commission otherwise agrees, advertise the proposed plan as follows —
- (a) publish in accordance with clause 87 the proposed plan and a notice giving details of —
 - (i) how the proposed plan is made available to the public in accordance with clause 87; and

- (ii) the manner and form in which submissions may be made; and
 - (iii) the period for making submissions and the last day of that period;
- (b) give notice of the proposed plan in any other way, and carry out any other consultation, that the local government considers appropriate.
- (2) The period for making submissions specified in a notice under subclause (1)(a)(iii) must not be less than the period of 21 days after the day on which the notice is first published under subclause (1)(a).
- (3) After the expiry of the period within which submissions may be made, the local government must —
 - (a) review the proposed payment in lieu of parking plan in the light of any submissions made; and
 - (b) resolve —
 - (i) to approve the plan without modification; or
 - (ii) to approve the plan with modifications; or
 - (iii) not to approve the plan.
- (4) If the local government approves the payment in lieu of parking plan under subclause (3)(b)(i) or (ii), the local government must publish notice of the approval in accordance with clause 87.

[Clause 77K inserted: SL 2020/252 r. 80.]

77L. Publication of payment in lieu of parking plan

- (1) The local government must ensure that an up-to-date copy of each payment in lieu of parking plan in effect under this Scheme is published in accordance with clause 87.
- (2) Subclause (1) is an ongoing publication requirement for the purposes of clause 87(5)(a).

[Clause 77L inserted: SL 2020/252 r. 80.]

77M. Procedure for amending payment in lieu of parking plan

- (1) The procedures for making a payment in lieu of parking plan set out in clauses 77J to 77L, with any necessary changes, are to be followed in relation to an amendment to a payment in lieu of parking plan.
- (2) Despite subclause (1), the local government may approve an amendment to a payment in lieu of parking plan without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.
- (3) The amendment of a payment in lieu of parking plan does not extend the period for which the plan has effect under clause 77N.

[Clause 77M inserted: SL 2020/252 r. 80.]

77N. Duration of payment in lieu of parking plan

- (1) Unless sooner revoked, a payment in lieu of parking plan has effect for —
 - (a) the period of 10 years commencing on the day after the day on which the local government first publishes notice of the approval of the plan under clause 77K(4); or
 - (b) a longer period approved by the Commission.
- (2) The Commission may approve a longer period under subclause (1)(b) in relation to a payment in lieu of parking plan either before or after the plan is approved by the local government.
- (3) A payment in lieu of parking plan may be revoked —
 - (a) by a subsequent payment in lieu of parking plan that expressly revokes the payment in lieu of parking plan; or
 - (b) by a notice of revocation —
 - (i) prepared by the local government; and
 - (ii) published by the local government in accordance with clause 87.

[Clause 77N inserted: SL 2020/252 r. 80.]

77O. Payment in lieu of parking plan ceasing to be in effect when money has not been applied

- (1) This clause applies if —
 - (a) a person (the *relevant payer*) pays money to the local government in accordance with a payment in lieu of parking condition imposed on an approval of development in accordance with clause 77H; and
 - (b) any of the money, or any interest earned from the investment of the money, has not been applied or repaid under clause 77I; and
 - (c) the relevant payment in lieu of parking plan (the *former plan*) that was in effect for the development ceases to have effect under clause 77N(1); and
 - (d) as a result of the cessation, there is no payment in lieu of parking plan in effect for the area in which the development is located.
- (2) During the period that applies under subclause (3), clause 77I applies as if the former plan continued to be the relevant payment in lieu of parking plan for the development.
- (3) The period that applies for the purposes of subclause (2) is the period that —
 - (a) commences on the day (*cessation day*) on which the former plan ceases to have effect; and
 - (b) ends —
 - (i) if a new payment in lieu of parking plan comes into effect for the area in which the development is located within the period of 2 years commencing on cessation day — when the new plan comes into effect; or
 - (ii) otherwise — at the end of the 2-year period commencing on cessation day.
- (4) If at the end of the 2-year period commencing on cessation day there is still no payment in lieu of parking plan in effect for the area in which the development is located, the local government must repay to

the relevant payer any of the following that has not been applied or repaid under clause 77I before the end of that period —

- (a) money paid as referred to in subclause (1)(a);
 - (b) interest earned from the investment of that money.
- (5) Clause 77I(6) and (7) apply with any necessary changes to a requirement to repay money under subclause (4) as if it were a requirement under clause 77I(5).

[Clause 77O inserted: SL 2020/252 r. 80.]

Division 3 — Shared parking arrangements

[Heading inserted: SL 2020/252 r. 80.]

77P. When shared parking arrangement condition may be imposed

The local government must not impose a shared parking arrangement condition on an approval of development under clause 68(2)(b) otherwise than in accordance with clause 77Q.

[Clause 77P inserted: SL 2020/252 r. 80.]

77Q. Shared parking arrangement condition

- (1) If the local government grants approval for development that does not comply with an applicable minimum on-site parking requirement, the local government may under clause 68(2)(b) impose a condition requiring the following —
- (a) that the owner of the land on which the development is to be located must enter into an arrangement (the ***shared parking arrangement***) with an owner of other land (the ***shared site***) —
 - (i) that provides for a number of car parking spaces equivalent to the parking space shortfall for the development to be made available on the shared site for the purposes of the development; and
 - (ii) that meets any other requirements specified by the local government;
 - (b) that the owner must apply to the local government for approval of the shared parking arrangement under this clause;

- (c) that the development must not commence unless the local government has approved the shared parking arrangement under this clause;
 - (d) that a shared parking arrangement approved by the local government must not be terminated or varied without the approval of the local government.
- (2) The local government must not impose a condition under subclause (1) unless the local government is satisfied that the owner of the shared site is prepared to enter into a shared parking arrangement that meets the requirements of the condition.
- (3) Without limiting subclause (1)(a)(ii), the requirements specified under that subclause may include requirements relating to the form and content of the arrangement.
- (4) An application for approval of a shared parking arrangement referred to in subclause (1)(b) must include the following —
 - (a) a copy of the shared parking arrangement;
 - (b) information about the matters referred to in subclause (6);
 - (c) a draft plan for the management of parking in relation to the development;
 - (d) any other information required by a relevant local planning policy.
- (5) If an application is made in accordance with subclause (4), the local government may approve or refuse to approve the shared parking arrangement.
- (6) In determining whether to approve the shared parking arrangement under subclause (5), the local government —
 - (a) may have regard to any relevant matters, including —
 - (i) whether the peak operation hours of the development will overlap with those of the shared site; and
 - (ii) whether the use of the car parking spaces to be made available on the shared site will impede the use of delivery or service areas on the shared site; and
 - (iii) any relevant local planning policy;
 - and

- (b) must not approve the shared parking arrangement unless the local government is satisfied that —
 - (i) adequate car parking is likely to be available at all times for both the proposed development and the shared site; and
 - (ii) the relationship between the proposed development and the shared site will be such that the shared car parking spaces are likely to be used by persons using the proposed development.

[Clause 77Q inserted: SL 2020/252 r. 80.]

Part 10A — Bushfire risk management

[Heading inserted: Gazette 7 Dec 2015 p. 4884.]

78A. Terms used

In this Part, unless the contrary intention appears —

AS 3959 means Australian Standard AS 3959 — Construction of buildings in bushfire-prone areas, as adopted from time to time as a referenced document for the purposes of the Building Code;

BAL contour map, in relation to a development site, means a scale map of an area that includes the development site —

- (a) prepared in accordance with State planning policy 3.7: Planning in Bushfire Prone Areas as part of a plan of subdivision that has been approved under Part 10 of the Act for the area; and
- (b) that shows the indicative bushfire attack levels (BAL) for the area;

bushfire attack level assessment means an assessment prepared in a manner and form set out in AS 3959 to determine a bushfire attack level (BAL) as set out in AS 3959;

construction of a building includes the erection, assembly or placement of a building but does not include the renovation, alteration, extension, improvement or repair of a building;

development approval means development approval of the local government obtained under Part 8;

development site means that part of a lot on which a building that is the subject of development stands or is to be constructed;

habitable building means a permanent or temporary structure on land that —

- (a) is fully or partially enclosed; and
- (b) has at least one wall of solid material and a roof of solid material; and
- (c) is used for a purpose that involves the use of the interior of the structure by people for living, working, studying or being entertained;

specified building means a structure of a kind specified in this Scheme as a kind of structure to which this Part applies in addition to its application to habitable buildings.

[Clause 78A inserted: Gazette 7 Dec 2015 p. 4884-5.]

78B. Application of Part to development

- (1) This Part applies to development that is —
 - (a) the construction or use, or construction and use, of a single house or ancillary dwelling on a lot or lots with a total area of 1 100 m² or more; or
 - (b) the construction or use, or construction and use, of —
 - (i) a habitable building other than a single house or ancillary dwelling; or
 - (ii) a specified building.
- (1A) Despite subclause (1), this Part does not apply to development that is the use of a dwelling as —
 - (a) hosted short-term rental accommodation; or
 - (b) unhosted short-term rental accommodation.
- (2) The requirements in this Part are in addition to any provisions relating to development in a bushfire prone area that apply in a special control area.

[Clause 78B inserted: Gazette 7 Dec 2015 p. 4886; amended: SL 2024/194 r. 8.]

78C. Determining whether development site is in a bushfire prone area

For the purposes of this Part, a development site is subject, or likely to be subject, to bushfires and is referred to as being ***in a bushfire prone area*** if the development site is on land designated by an order made under the *Fire and Emergency Services Act 1998* section 18P as a bush fire prone area.

[Clause 78C inserted: Gazette 7 Dec 2015 p. 4886.]

78D. Proposed development in a bushfire prone area

- (1) Unless subclause (2) applies, before commencing any development on a development site a person (the ***developer***) must cause to be prepared a bushfire attack level assessment for the development site if the development site —
 - (a) is in a bushfire prone area; and
 - (b) has been in a bushfire prone area for a period of at least 4 months.
- (2) A developer is not required under subclause (1) to cause to be prepared a bushfire attack level assessment for a development site if —
 - (a) a BAL contour map has been prepared in relation to the development site; or
 - (b) because of the terrain of the development site it is not possible to calculate the bushfire attack level of the development site.
- (3) The developer must have development approval to commence any development on the development site if —
 - (a) the bushfire attack level assessment prepared under subclause (1) calculates the bushfire attack level of the development site as BAL - 40 or BAL - Flame Zone; or
 - (b) a bushfire attack level assessment has not been prepared under subclause (1) but a BAL contour map prepared in relation to the development site indicates that the bushfire attack level of the development site is BAL - 40 or BAL - Flame Zone; or

- (c) because of the terrain of the development site it is not possible to calculate the bushfire attack level of the development site.
- (4) Subclause (3) applies —
 - (a) in addition to any requirement in this Scheme for development approval to be obtained; and
 - (b) despite any exemption in this Scheme from the requirement to obtain development approval.

[Clause 78D inserted: Gazette 7 Dec 2015 p. 4886-7.]

78E. Matters to be considered for development approval

- (1) In considering an application for development approval for development to which this Part applies, the local government is to have regard to the bushfire resistant construction requirements of the Building Code.
- (2) The matters referred to in subclause (1) are in addition to any other matters that the local government is to have regard to in considering the application in accordance with this Scheme.

[Clause 78E inserted: Gazette 7 Dec 2015 p. 4887-8.]

78F. Transitional provisions for sites in new bushfire prone areas

- (1) In this clause, each of these terms has the meaning given in the *Building Act 2011* section 3 —
 - building permit***
 - building work***
- (2) In this clause —
 - application*** means an application under the *Building Act 2011* for a building permit;
 - transitional permit*** means a building permit granted in respect of an application to do building work on a development site if —
 - (a) the site was not in a bushfire prone area when the application was made; or
 - (b) the site had been in a bushfire prone area for a period of less than 4 months when the application was made.

- (3) Clause 78D does not apply to the commencement of development to which a transitional permit applies.

[Clause 78F inserted: Gazette 7 Dec 2015 p. 4888.]

78G. Transitional provisions relating to Planning and Development (Local Planning Schemes) Amendment Regulations 2015

- (1) In this clause —

commencement day means the day on which the *Planning and Development (Local Planning Schemes) Amendment Regulations 2015* clause 5 comes into operation;

previous bushfire provisions means any provisions in this Scheme that, immediately before commencement day, required a developer in an area that was identified under this Scheme as being an area that is subject, or likely to be subject to bushfires to —

- (a) cause to be prepared a bushfire attack level assessment for a development site; or
- (b) to have development approval to commence development on a development site because —
 - (i) a bushfire attack level assessment prepared for the development site calculates the bushfire attack level of the development site as BAL - 40 or BAL - Flame Zone; or
 - (ii) it is not possible to calculate the bushfire attack level of the development site because of the terrain of the development site;

transitional development site means a development site that is located in an area that —

- (a) is a bushfire prone area; and
- (b) immediately before commencement day was an area identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires;

transition period means the period of 4 months beginning on commencement day.

- (2) Clause 78D(1) applies in respect of development on a transitional development site if —
- (a) the development is commenced within the transition period; and
 - (b) a developer would have been required under the previous bushfire provisions to prepare a bushfire attack level assessment for the development site.
- (3) Clause 78D(3) applies in respect of development on a transitional development site if —
- (a) the development is commenced within the transition period; and
 - (b) a developer would have been required under the previous bushfire provisions to have development approval to commence the development.
- (4) For the purposes of paragraph (b) of the definition of ***transitional permit*** in clause 78F(2), an area that immediately before commencement day was identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires is to be taken on and from commencement day to have been in a bushfire prone area for a period of at least 4 months.

[Clause 78G inserted: Gazette 7 Dec 2015 p. 4888-90.]

Part 10B — Exemptions from planning requirements for state of emergency

[Heading inserted: SL 2020/30 r. 5; amended: SL 2022/178 r. 4 and 7.]

78H. Minister may issue notice of exemption from planning requirements in state of emergency

- (1) If a state of emergency declaration is in force under the *Emergency Management Act 2005* Part 5 in relation to the whole or any area or areas of the State, the Minister may, by notice in writing, issue 1 or more exemptions from planning requirements under this Scheme.
- (2) A notice under subclause (1) can be issued only if the Minister considers that it is necessary to do so for the purpose of facilitating

response to, or recovery from, the emergency to which the state of emergency declaration relates.

- (3) A reference in subclause (1) to a planning requirement —
- (a) includes, without limiting that subclause —
 - (i) a requirement to obtain development approval; and
 - (ii) a requirement under a condition of development approval; and
 - (iii) a requirement relating to the permissibility of uses of land; and
 - (iv) a requirement relating to works; and
 - (v) a provision having the effect that a non-conforming use of land is no longer permitted because of a discontinuance of that non-conforming use; and
 - (vi) a requirement in relation to consultation, advertisement, applications, time limits or forms;
 - but
 - (b) does not include an environmental condition that applies to this Scheme as a result of an assessment carried out under the *Environmental Protection Act 1986*.
- (4) A notice under subclause (1) may be issued whether or not the state of emergency declaration applies in relation to any part of the Scheme area, but only if it is necessary for the purpose referred to in subclause (2).
- (5) An exemption in a notice under subclause (1) may —
- (a) apply generally or to land, or classes of land, specified in the notice; and
 - (b) be unconditional or subject to any conditions specified in the notice.
- (6) The Minister —
- (a) may, by notice in writing, amend a notice under subclause (1) for the purpose referred to in subclause (2); and
 - (b) may, by notice in writing, revoke a notice under subclause (1); and

- (c) must under paragraph (b) revoke a notice under subclause (1) if the Minister considers that the notice is no longer necessary for the purpose referred to in subclause (2).

[Clause 78H inserted: SL 2020/30 r. 5; amended: SL 2022/178 r. 5 and 8.]

78I. Process for issuing notice under cl. 78H

- (1) A notice under clause 78H(1) or (6) must be signed by the Minister and published in the *Gazette*.
- (2) A notice under clause 78H(1) or (6) of this Scheme may be combined in a single instrument with 1 or more other notices of that kind issued under 1 or more other local planning schemes or all other local planning schemes.
- (3) Before issuing a notice under clause 78H(1) or (6), the Minister must, unless the Minister considers that it is impracticable to do so because of the urgency of the circumstances, make reasonable endeavours to consult in relation to the notice —
 - (a) the Commission; and
 - (b) WALGA.
- (4) The Minister must ensure that a copy of the notice is sent to the local government or WALGA.
- (5) A failure to comply with subclause (3) or (4) in relation to a notice does not invalidate the notice.

[Clause 78I inserted: SL 2020/30 r. 5.]

78J. Coming into effect and cessation of notices and exemptions under cl. 78H

- (1) A notice under clause 78H(1) or (6) must state the date and time at which it is signed.
- (2) A notice under clause 78H(1) must also state, for each exemption under the notice, that the exemption is to expire —
 - (a) when the state of emergency declaration ceases to be in force; or

- (b) at a date and time stated in the notice, which must not be later than the end of the period of 5 years beginning on the day on which the notice is signed.
- (3) A notice under clause 78H(1) or (6) takes effect when it is signed.
- (4) An exemption under a notice under clause 78H(1) remains in effect, subject to any amendment or revocation of the notice under clause 78H(6), until the time of expiry stated under subclause (2) for that exemption.
- (5) When an exemption under a notice under clause 78H(1) is amended or ceases to be in effect, the provisions of this Scheme in relation to non-conforming uses of land do not apply in relation to any use or development of land that was permitted only because of the effect of the exemption prior to the amendment or cessation.

[Clause 78J inserted: SL 2020/30 r. 5; amended: SL 2022/178 r. 6 and 9.]

Part 10 — Enforcement and administration

Division 1 — Powers of local government

78. Powers of local government

- (1) For the purposes of implementing this Scheme the local government may —
 - (a) enter into an agreement in respect of a matter relating to this Scheme with any owner, occupier or other person having an interest in land affected by this Scheme; and
 - (b) deal with or dispose of any land in the Scheme area which it has acquired in accordance with the *Planning and Development Act 2005* Part 11 Division 4.
- (2) The local government may only deal with or dispose of land acquired by the local government for the purpose of a local reserve for a use of the land that is compatible with the purpose for which it is reserved.

79. Entry and inspection powers

- (1) The local government CEO may, by instrument in writing, designate an officer of the local government as an authorised officer for the purposes of this clause.
- (2) An authorised officer may, for the purpose of monitoring whether the local planning scheme is being complied with, at any reasonable time and with any assistance reasonably required —
 - (a) enter any building or land in the Scheme area; and
 - (b) inspect the building or land and any thing in or on the building or land.

80. Repair of existing advertisements

- (1) The local government may require the owner of an advertisement located in the Scheme area to repair the advertisement if, in the opinion of the local government, the advertisement has deteriorated to a point where it is in conflict with the aims of this Scheme.
- (2) A requirement referred to in subclause (1) must —
 - (a) be in the form of a written notice given to the person; and
 - (b) specify the advertisement the subject of the requirement; and
 - (c) set out clear reasons for the requirement; and
 - (d) set out full details of the action or alternative courses of action to be taken by the person; and
 - (e) specify the period, not being a period of less than 60 days from the day on which the notice is given to the person, within which the requirement must be complied with.
- (3) If the local government does not know who the owner of an advertisement is, the local government may give a notice referred to in subclause (1) to the owner of the land on which the advertisement is located and direct the owner of the land to give the notice to the owner of the advertisement within a period specified by the local government.
- (4) If an owner of land on which an advertisement is located does not give to the owner of the advertisement a notice as directed under

subclause (3), the owner of the land is to be taken to be the owner of the advertisement.

- (5) A person to whom a notice under this clause is given may apply for a review of the requirement to the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14.

Division 2 — Delegations

81. Terms used

In this Division —

absolute majority has the meaning given in the *Local Government Act 1995* section 1.4;

committee means a committee established under the *Local Government Act 1995* section 5.8.

82. Delegations by local government

- (1) The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.
- (2) A resolution referred to in subclause (1) must be by absolute majority of the council of the local government.
- (3) The delegation must be in writing and may be general or as otherwise provided in the instrument of delegation.

83. Local government CEO may delegate powers

- (1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.
- (2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause

extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.

84. Other matters relevant to delegations under this Division

The *Local Government Act 1995* sections 5.45 and 5.46 apply to a delegation made under this Division as if the delegation were a delegation under Part 5 Division 4 of that Act.

Division 2A — Performance of development approval functions in relation to single houses

[Heading inserted: SL 2024/68 r. 4.]

84A. Terms used

In this Division —

authorised employee means an employee of the local government authorised by the local government CEO under clause 84D;

prescribed development approval function means any of the following —

- (a) a function of the local government under clause 61A(2) or (4) or Part 8 or 9;
- (b) a function of approving further details of any works or use under a condition of a kind referred to in clause 74(1) imposed on a development approval;
- (c) a function of the local government under this Scheme that is ancillary or incidental to a function referred to in paragraph (a) or (b);

prescribed single house development has the meaning given in clause 84B.

[Clause 84A inserted: SL 2024/68 r. 4.]

84B. Prescribed single house development

- (1) In this Division, ***prescribed single house development*** means development that consists of —

- (a) the erection of, or alterations or additions to, a single house; or

- (b) the erection or installation of, or alterations or additions to, any of the following that is ancillary or incidental to a single house —
 - (i) an ancillary dwelling;
 - (ii) an outbuilding;
 - (iii) an external fixture;
 - (iv) a boundary wall or fence;
 - (v) a patio;
 - (vi) a pergola;
 - (vii) a verandah;
 - (viii) a deck;
 - (ix) a garage;
 - (x) a carport.

- (2) Despite subclause (1), development in a heritage-protected place is not **prescribed single house development**.

[Clause 84B inserted: SL 2024/68 r. 4.]

84C. Performance of prescribed development approval functions in relation to prescribed single house development

- (1) When a prescribed development approval function is performed in relation to prescribed single house development, the function must be performed for and on behalf of the local government by —
 - (a) the local government CEO; or
 - (b) an authorised employee.
- (2) A prescribed development approval function cannot be performed by the local government in relation to prescribed single house development otherwise than in accordance with subclause (1) (for example, the function cannot be performed by the council of the local government or a committee of that council).
- (3) In performing a prescribed development approval function for and on behalf of the local government in relation to prescribed single house development, the local government CEO or an authorised employee —

- (a) is not subject to the direction of the council of the local government or a committee of that council; and
- (b) may, if the performance of the function is dependent on the opinion, belief or state of mind of the local government, perform the function on the opinion, belief or state of mind of the CEO or authorised employee (as the case requires).

[Clause 84C inserted: SL 2024/68 r. 4.]

84D. Authorisation of employees

- (1) The local government CEO may authorise any employee of the local government to perform prescribed development approval functions for and on behalf of the local government in relation to prescribed single house development.
- (2) An authorisation under this clause must be in writing and may be general or limited to prescribed development approval functions of a specified class.

[Clause 84D inserted: SL 2024/68 r. 4.]

Division 3 — Miscellaneous

85. Agreement to use of material provided for Scheme purposes

The local government may refuse to accept an application made under this Scheme if the local government is not satisfied that there is in place an agreement for the local government to use any copyrighted material provided in support of the application —

- (a) for the purposes of advertising the application or implementing a decision on the application; and
- (b) for zero remuneration.

Part 11 — Forms referred to in this Scheme

86. Forms referred to in this Scheme

- (1) The form of an application for development approval referred to in clause 62(1)(a) is as follows —

Application for development approval

| Owner details | | |
|---|-------|--------|
| Name: | | |
| ABN (if applicable): | | |
| Address: | | |
| Postcode: | | |
| Phone: | Fax: | Email: |
| Work: | | |
| Home: | | |
| Mobile: | | |
| Contact person for correspondence: | | |
| Signature: | Date: | |
| Signature: | Date: | |
| <i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i> | | |

| Applicant details (if different from owner) | |
|---|--|
| Name: | |
| Address: | |
| Postcode: | |

| | | |
|--|-------|--------|
| Phone: | Fax: | Email: |
| Work: | | |
| Home: | | |
| Mobile: | | |
| Contact person for correspondence: | | |
| The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Signature: | | Date: |

| Property details | | |
|--|----------------------------------|--------------|
| Lot No: | House/Street No: | Location No: |
| Diagram or Plan No: | Certificate of Title Vol. No: | Folio: |
| Title encumbrances (e.g. easements, restrictive covenants): | | |
| Street name: | | Suburb: |
| Nearest street intersection: | | |

| Proposed development | |
|---|--|
| Nature of development: | <input type="checkbox"/> Works <input type="checkbox"/> Use <input type="checkbox"/> Works and use |
| Is an exemption from development claimed for part of the development? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, is the exemption for: | <input type="checkbox"/> Works <input type="checkbox"/> Use |
| Description of proposed works and/or land use: | |

| |
|---|
| Description of exemption claimed (if relevant): |
| Nature of any existing buildings and/or land use: |
| Approximate cost of proposed development: |
| Estimated time of completion: |

| | |
|--------------------------------|----------------|
| OFFICE USE ONLY | |
| Acceptance Officer's initials: | Date received: |
| Local government reference No: | |

(The content of the form of application must conform with this form but minor variations may be permitted to the format.)

- (2) The form for providing additional information for development approval for advertisements referred to in clause 62(3) is as follows —

Additional information for development approval for advertisements

Note: To be completed in addition to the Application for development approval form.

| | |
|----|---|
| 1. | Description of property on which advertisement is to be displayed including full details of its proposed position within that property: |
| 2. | Details of proposed sign: (a) Type of structure on which advertisement is to be erected (i.e. freestanding, wall mounted, other): (b) Height: Width: Depth: (c) Colours to be used: (d) Height above ground level — |

| | |
|-----|---|
| | to top of advertisement: |
| | to underside: |
| (e) | Materials to be used: Illuminated: Yes / No If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source: |
| 3. | Period of time for which advertisement is required: |
| 4. | Details of signs (if any) to be removed if this application is approved: Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed as detailed in 4 above. Signature of advertiser(s): (if different from land owners) Date: |

- (3) The form of a notice of public advertisement of a planning proposal referred to in clause 64(3)(a)(i) or (c) or (4)(a)(i) or (c) is as follows —

Planning and Development Act 2005

City/Town/Shire of

Notice of public advertisement of planning proposal

The local government has received an application to use and/or develop land for the following purpose and public comments are invited.

Lot No: Street: Suburb:

Proposal:

.....

.....

Details of the proposal are available to the public at

Submissions may be made on the proposal in the period ending on the day of Comments on the proposal may be submitted to the local government in writing on or before that day.

Signed: Dated:

.....

for and on behalf of the City/Town/Shire of:

- (4) The form of a notice of determination on an application for development approval referred to in clause 70 is as follows —

Planning and Development Act 2005

City/Town/Shire of

Notice of determination on application for development approval

| | |
|---|---|
| Location: | |
| Lot: | Plan/Diagram: |
| Vol. No: | Folio No: |
| Application date: | Received on: |
| Description of proposed development: | |
| | |
| The application for development approval is: | |
| <input type="checkbox"/> Approved subject to the following conditions | |
| <input type="checkbox"/> Refused for the following reason(s) | |
| Conditions/reasons for refusal: | |
| | |
| | |
| | |
| Date of determination: | |
| Note 1: | If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect. |
| Note 2: | Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained. |
| Note 3: | If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the <i>Planning and Development Act 2005</i> Part 14. An application must be made within 28 days of the determination. |
| Signed: | Dated: |
| | |
| for and on behalf of the City/Town/Shire of: | |

(The content of the determination notice must conform to this form but minor variations may be permitted to the format.)

[Clause 86 amended: SL 2020/252 r. 78.]

Part 12 — Miscellaneous

[Heading inserted: SL 2020/252 r. 79.]

87. Requirements for making documents available to public

- (1) This clause applies if under a provision of this Scheme the local government is required to publish in accordance with this clause a notice, plan, application or other document (the **document**).
- (2) The local government must make the document available in accordance with the applicable requirements of subclauses (3) to (5).

Note for this subclause:

Under clause 88, the Commission may approve varied requirements that apply if it is not practicable for the local government to publish documents in accordance with subclauses (3) to (5).

- (3) For all documents, the local government must —
 - (a) publish on the website of the local government —
 - (i) the document; or
 - (ii) a hyperlink to a webpage on which the document is published;
 - and
 - (b) if it is reasonably practicable to do so — make a copy of the document available for public inspection at a place in the district of the local government during normal business hours.
- (4) If the document is a notice and the local government considers that it is appropriate in the circumstances for the notice to be published in a newspaper, the local government must also ensure that the notice is published in a newspaper circulating in the relevant locality in the local government district.

- (5) The local government must ensure that the document remains published under subclause (3)(a) and (if applicable) available for public inspection under subclause (3)(b) —
- (a) if the document is published in compliance with a requirement that is expressed to be an ongoing publication requirement — at all times that the document is in effect; or
 - (b) if the document is published in compliance with a requirement to advertise for submissions under this Scheme — during the whole of the period within which submissions may be made; or
 - (c) if paragraphs (a) and (b) do not apply — during a period that the local government considers is reasonable.

[Clause 87 inserted: SL 2020/252 r. 79.]

88. Commission may approve varied requirements for publication of documents and advertising of complex applications

- (1) In this clause —
- complex application notice and signage requirements*** means the requirements of clause 64(3)(b) and (c) in relation to advertising complex applications;
- document*** has the meaning given in clause 87(1);
- publication requirements*** means the requirements of clause 87(3) to (5) in relation to making documents available to the public.
- (2) If the Commission considers that it is not practicable for the local government to comply with any of the publication requirements in relation to documents that it is or may become required to publish, the Commission may give the local government a written notice approving varied requirements that apply in relation to the local government making documents available to the public.
- (3) If a notice under subclause (2) is in effect, the local government is taken to comply with the applicable publication requirements in relation to a document if the local government complies with those requirements as varied by the notice.
- (4) If the Commission considers that it is not practicable for the local government to comply with any of the complex application notice and

signage requirements in relation to complex applications it is or may become required to advertise, the Commission may give the local government a written notice approving varied requirements that apply in relation to the local government advertising complex applications.

- (5) If a notice under subclause (4) is in effect, a complex application made to the local government is taken to be advertised in compliance with the complex application notice and signage requirements if it is advertised in compliance with those requirements as varied by the notice.
- (6) A notice under subclause (2) or (4) —
- (a) must state whether it has effect indefinitely or for a period specified in the notice; and
 - (b) takes effect when it is given to the local government; and
 - (c) ceases to be in effect —
 - (i) if the Commission gives the local government a further written notice revoking it; or
 - (ii) at the end of the period (if any) specified under paragraph (a).

[Clause 88 inserted: SL 2020/252 r. 79.]

Part 13 — Transitional provisions for *Planning Regulations Amendment Regulations 2020*

[Heading inserted: SL 2020/252 r. 79.]

89. Terms used

In this Part —

amended deemed provisions means the deemed provisions of this Scheme set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 as amended by the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2;

commencement day means the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 2 comes into operation;

former deemed provisions means the deemed provisions of this Scheme set out in the *Planning and Development (Local Planning*

Schemes) Regulations 2015 Schedule 2 as in force immediately before commencement day.

[Clause 89 inserted: SL 2020/252 r. 79.]

90. Application of amendments made by *Planning Regulations Amendment Regulations 2020*

- (1) The amendments to Part 7 made by the *Planning Regulations Amendment Regulations 2020* do not apply in relation to development —
 - (a) that commenced before commencement day; or
 - (b) for which development approval was granted before commencement day.
- (2) The amendments to Parts 8 and 9 made by the *Planning Regulations Amendment Regulations 2020* do not apply in relation to an application for development approval made before commencement day.
- (3) Part 9A does not apply in relation to development approval granted on an application made before the day on which the *Planning Regulations Amendment Regulations 2020* Part 2 Division 3 comes into operation.

[Clause 90 inserted: SL 2020/252 r. 79; amended: SL 2020/252 r. 81.]

91. Advertising processes in progress on commencement day

- (1) In this clause —
relevant advertising process —
 - (a) means any of the following processes —
 - (i) the advertising of a proposed local planning policy, or amendment to a local planning policy, under clause 4;
 - (ii) the advertising of the proposed designation of a heritage area, or the proposed amendment or revocation of the designation of a heritage area, under clause 9;
 - (iii) the advertising of a proposed structure plan, or amendment to a structure plan, under clause 18;

- (iv) the advertising of a proposed local development plan, or amendment to a local development plan, under clause 50;
 - and
 - (b) includes the giving of notices to persons or public authorities or the erection of signs as part of a process referred to in paragraph (a).
- (2) A relevant advertising process that commenced, but was not completed, before commencement day may be completed in accordance with the relevant requirements of the former deemed provisions rather than the amended deemed provisions.
- (3) If the relevant advertising process for a policy, designation, plan or amendment (the **relevant planning instrument**) is completed in accordance with subclause (2) —
 - (a) the relevant planning instrument is taken to have been advertised in compliance with the relevant requirements of the amended deemed provisions; and
 - (b) this Scheme applies with any necessary changes to the relevant planning instrument.

[Clause 91 inserted: SL 2020/252 r. 79.]

92. Activity centre plans or structure plans in effect before commencement day

- (1) In this clause —
 - current activity centre plan** —
 - (a) means an activity centre plan under this Scheme for which the approval is in effect immediately before commencement day; and
 - (b) includes a plan taken to be an activity centre plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 79 that is in effect under this Scheme immediately before commencement day;

current structure plan —

- (a) means a structure plan under this Scheme for which the approval is in effect immediately before commencement day; and
 - (b) includes a plan taken to be a structure plan under the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 79 that is in effect under this Scheme immediately before commencement day.
- (2) On and after commencement day, a current activity centre plan —
 - (a) continues in effect under this Scheme; and
 - (b) is taken to be a precinct structure plan approved under this Scheme for which the approval has effect; and
 - (c) may be amended or revoked accordingly.
- (3) On and after commencement day, a current structure plan —
 - (a) continues in effect under this Scheme; and
 - (b) is taken to be a standard structure plan approved under this Scheme for which the approval has effect; and
 - (c) may be amended or revoked accordingly.
- (4) Clause 28 of the amended deemed provisions applies to a structure plan, whether it is a plan referred to in subclause (2) or (3) or a plan approved under this Scheme on or after commencement day.
[Clause 92 inserted: SL 2020/252 r. 79.]

93. Activity centre plans or amendments in course of preparation on commencement day

- (1) In this clause —
preparation and approval process, in relation to an activity centre plan or amendment to an activity centre plan, means the process for preparing or accepting, advertising, reporting on, modifying and approving the plan or amendment set out in Part 5 of the former deemed provisions.
- (2) This clause applies to an activity centre plan or amendment to an activity centre plan if —

- (a) 1 or more steps in the preparation and approval process for the plan or amendment occurred before commencement day under Part 5 of the former deemed provisions; but
 - (b) the Commission did not approve or refuse to approve the proposed plan or amendment before commencement day.
- (3) If the process of advertising the proposed activity centre plan or amendment under clause 34 of the former deemed provisions commenced but was not completed before commencement day —
 - (a) that advertising process may be completed in accordance with the requirements of that clause; and
 - (b) after the advertising process referred to in paragraph (a) is completed —
 - (i) the proposed plan or amendment is taken to be a proposed precinct structure plan or amendment to a precinct structure plan that has been advertised in compliance with the requirements of clause 18 of the amended deemed provisions; and
 - (ii) the other steps taken before commencement day in the preparation and approval process for the plan or amendment are taken to have been taken under and in accordance with the equivalent provision of Part 4 of the amended deemed provisions.
- (4) If subclause (3) does not apply, on and after commencement day —
 - (a) the proposed activity centre plan or amendment is taken to be a proposed precinct structure plan or amendment to a precinct structure plan; and
 - (b) the steps taken before commencement day in the preparation and approval process for the plan or amendment are taken to have been taken under and in accordance with the equivalent provision of Part 4 of the amended deemed provisions.

[Clause 93 inserted: SL 2020/252 r. 79.]




Schedule 3 — Legends used in Scheme

[r. 9(2)(b)]




1. Reserve legends used in local planning scheme maps




Land reserved under a local planning scheme is to be identified on the scheme map using the legend set out in the Table.

Table — Reserve legends used in Scheme




| Reserve name | Appearance |
|----------------------------|--|
| Public Open Space |  <p>Mid green hatched RGB Colours FILL: Red: 0 Green: 176 Blue: 80 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| Environmental Conservation |  <p>Yellow green hatched RGB Colours FILL: Red: 155 Green: 187 Blue: 89 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| State Forest |  <p>Mustard yellow hatched RGB Colours FILL: Red: 255 Green: 204 Blue: 01 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |




cl. 1

| Reserve name | Appearance |
|------------------------|---|
| Civic and Community |  <p>Orange hatched RGB Colours FILL: Red: 255 Green: 153 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| Social Care Facilities |  <p>Orange hatched with black label text “SC” RGB Colours FILL: Red: 255 Green: 153 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “SC”)</p> |
| Cultural Facilities |  <p>Orange hatched with black label text “C” RGB Colours FILL: Red: 255 Green: 153 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “C”)</p> |


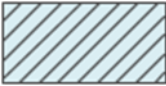
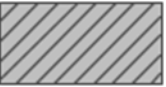
| Reserve name | Appearance |
|-------------------------|---|
| Public Purposes |  <p>Yellow hatched RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| Medical Services |  <p>Yellow hatched with black label text “M” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “M”)</p> |
| Infrastructure Services |  <p>Yellow hatched with black label text “IS” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “IS”)</p> |

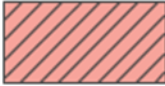
cl. 1

| Reserve name | Appearance |
|--------------------|---|
| Education |  <p>Yellow hatched with black label text “E” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “E”)</p> |
| Emergency Services |  <p>Yellow hatched with black label text “ES” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “ES”)</p> |
| Heritage |  <p>Yellow hatched with black label text “H” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “H”)</p> |

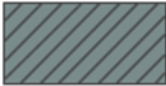

| Reserve name | Appearance |
|---------------------|---|
| Government Services |  <p>Yellow hatched with black label text “GS” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “GS”)</p> |
| Recreational |  <p>Yellow hatched with black label text “R” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “R”)</p> |
| Cemetery |  <p>Yellow hatched with black label text “CE” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “CE”)</p> |

cl. 1

| Reserve name | Appearance |
|---------------------|---|
| Car Park |  <p>Yellow hatched with black label text “CP” RGB Colours FILL: Red: 255 Green: 255 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm BLACK LABEL (Text “CP”)</p> |
| Drainage / Waterway |  <p>Pale blue hatched RGB Colours FILL: Red: 218 Green: 238 Blue: 243 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| Railways |  <p>Grey hatched RGB Colours FILL: Red: 191 Green: 191 Blue: 191 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |

| Reserve name | Appearance |
|---------------------------|--|
| Primary Distributor Road |  <p>Red hatched RGB Colours FILL: Red: 255 Green: 0 Blue: 0 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| District Distributor Road |  <p>Blue hatched RGB Colours FILL: Red: 0 Green: 93 Blue: 173 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| Local Distributor Road |  <p>Light red hatched RGB Colours FILL: Red: 247 Green: 164 Blue: 155 Style: Hatch Angle +45.00° Separation 1.27mm Width 0.035mm</p> |
| Local Road |  <p>White RGB Colours FILL: Red: 255 Green: 255 Blue: 255</p> |


cl. 2



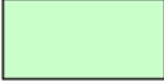
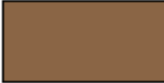

| Reserve name | Appearance |
|--------------------------|---|
| Strategic Infrastructure |  <p>Dark grey hatched RGB Colours FILL: Red: 122 Green: 139 Blue: 139 Style: Hatch Angle +45.00° Separation 1.27mm Width. 0.035mm</p> |
| Special Purpose Reserve |  <p>Blue and white checked RGB Colours FILL: Red: 38 Green: 101 Blue: 137 Style: Crosshatching Angle 1 +45.00° Angle 2 -45.00° Separation 1.27mm Width 0.035mm</p> |

2. Zone legends used in local planning scheme maps




Land zoned under a local planning scheme is to be identified on the scheme map using the legend set out in the Table.






Table — Zone legends used in Scheme

| Zone name | Appearance |
|------------------|---|
| Residential |  <p>Light red brown RGB Colours FILL: Red: 255 Green: 222 Blue: 178</p> |





| Zone name | Appearance |
|---------------------|---|
| Urban Development |  <p>Light cream with red brown border RGB Colours FILL: Red: 253 Green: 253 Blue: 217 Border: Red: 247 Green: 150 Blue: 70 Width: 1.5mm Offset: -0.75</p> |
| Settlement |  <p>Light orange RGB Colours FILL: Red: 255 Green: 170 Blue: 0</p> |
| Rural |  <p>Light green RGB Colours FILL: Red: 201 Green: 255 Blue: 201</p> |
| Rural Residential |  <p>Medium brown RGB Colours FILL: Red: 138 Green: 101 Blue: 69</p> |
| Rural Smallholdings |  <p>Jade green RGB Colours FILL: Red: 0 Green: 168 Blue: 132</p> |

cl. 2

| Zone name | Appearance |
|----------------------------|---|
| Rural Townsite Zone |  <p>Light green with light blue border RGB Colours FILL: Red: 201 Green: 255 Blue: 201 Border: Red: 0 Green: 176 Blue: 240 Width: 1.5mm Offset: -0.75</p> |
| Environmental Conservation |  <p>Olive green RGB Colours FILL: Red: 62 Green: 85 Blue: 9</p> |
| Light Industry |  <p>Light purple RGB Colours FILL: Red: 212 Green: 185 Blue: 218</p> |
| General Industry |  <p>Deep purple RGB Colours FILL: Red: 188 Green: 140 Blue: 191</p> |

| Zone name | Appearance |
|------------------------|---|
| Industrial Development |  <p>Light cream with magenta border RGB Colours FILL: Red: 253 Green: 253 Blue: 217 Border: Red: 158 Green: 36 Blue: 134 Width: 1.5mm Offset: -0.75</p> |
| Strategic Industry |  <p>Magenta RGB Colours FILL: Red: 158 Green: 36 Blue: 134</p> |
| Commercial |  <p>Mid blue RGB Colours FILL: Red: 0 Green: 176 Blue: 240</p> |
| Mixed Use |  <p>Pink RGB Colours FILL: Red: 228 Green: 128 Blue: 171</p> |
| Service Commercial |  <p>Light blue RGB Colours FILL: Red: 198 Green: 219 Blue: 239</p> |




cl. 2

| Zone name | Appearance |
|--|--|
| Centre |  <p>Light cream with light blue border RGB Colours FILL: Red: 253 Green: 253 Blue: 217 Border: Red: 77 Green: 172 Blue: 226 Width: 1.5mm Offset: -0.75</p> |
| Tourism |  <p>Orange RGB Colours FILL: Red: 255 Green: 110 Blue: 0</p> |
| Private clubs, institutions and place of worship |  <p>Yellow green RGB Colours FILL: Red: 146 Green: 208 Blue: 80</p> |
| Special Use Zone |  <p>White with red border RGB Colours FILL: Red: 255 Green: 255 Blue: 255 Border: Red: 255 Green: 0 Blue: 0 Width: 1.5mm Offset: -0.75 BLACK TEXT LABEL FOR SPECIFIC PURPOSE</p> |



3. Additional information used in local planning scheme maps



Additional information about land or waters in the scheme area is to be identified on the scheme map using the legend set out in the Table.

Table - Additional information used in local planning scheme maps



| Additional information | Appearance |
|-------------------------------|--|
| Oceans/Waterways |  Pale blue RGB Colours FILL: Red: 219 Green: 255 Blue: 255 |
| No Zone |  White RGB Colours FILL: Red: 0 Green: 0 Blue: 0 |
| Additional Use |  Transparent with red dashed border with text “A” RGB Colours FILL: NA Border Dash: Red: 255 Green: 0 Blue: 0 Text: Red: 255 Green: 0 Blue: 0 |



cl. 3

| Additional information | Appearance |
|--------------------------------|--|
| Restricted Use |  <p>Transparent with red dashed border with text “R”</p> <p>RGB Colours FILL: NA Border Dash: Red: 255 Green: 0 Blue: 0</p> <p>Text: Red: 255 Green: 0 Blue: 0</p> |
| Special Control Area – General |  <p>Inwards triangled border with boxed SCA labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border Triangle: Red: 255 Green: 0 Blue: 0</p> <p>Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |

| Additional information | Appearance |
|---|--|
| Special Control Area - Infrastructure |  <p>Inwards triangled border with boxed SCA labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border Triangle: Red: 0 Green: 0 Blue: 0 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |
| Special Control Area – Basic Raw Material |  <p>Inwards triangled border with boxed SCA labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border Triangle: Red: 115 Green: 76 Blue: 0 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |

cl. 3

| Additional information | Appearance |
|--|--|
| Special Control Area – Heritage |  <p>Inwards triangled border with boxed SCA labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border Triangle: Red: 0 Green: 132 Blue: 168 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |
| Special Control Area – Development Control Area/Plan |  <p>Inwards triangled border with boxed SCA labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border Triangle: Red: 115 Green: 0 Blue: 176 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |

| Additional information | Appearance |
|------------------------------------|---|
| Special Control Area – Environment |  <p>Inwards triangled border with boxed SCA labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border Triangle: Red: 0 Green: 168 Blue: 132 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |
| Residential Design Code |  <p>Inwards striped border with boxed R-Code labelled (Label related to Scheme Text)</p> <p>RGB Colours FILL: NA Border: Red: 0 Green: 0 Blue: 0 Striped: Width: 2.5 Offset: -1 Text: Red: 0 Green: 0 Blue: 0 (Boxed with white background)</p> |



Notes

This is a compilation of the *Planning and Development (Local Planning Schemes) Regulations 2015* and includes amendments made by other written laws. ¹ For provisions that have come into operation see the compilation table.

Compilation table

| Citation | Published | Commencement |
|---|----------------------------|---|
| <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> | 25 Aug 2015 p. 3401-595 | r. 1 and 2: 25 Aug 2015 (see r. 2(a)); Regulations other than r. 1 and 2: 19 Oct 2015 (see r. 2(b)) |
| <i>Planning and Development (Local Planning Schemes) Amendment Regulations 2015</i> | 7 Dec 2015 p. 4883-90 | r. 1 and 2: 7 Dec 2015 (see r. 2(a)); r. 3 and 4: 8 Dec 2015 (see r. 2(b)); r. 5: 8 Dec 2015 (see r. 2(c) and <i>Gazette</i> 7 Dec 2015 p. 4881) |
| <i>Planning and Development (Local Planning Schemes) Amendment Regulations 2020</i> | SL 2020/30 3 Apr 2020 | r. 1 and 2: 3 Apr 2020 (see r. 2(a)); Regulations other than r. 1 and 2: 4 Apr 2020 (see r. 2(b)) |
| <i>Planning and Development (Local Planning Schemes) Amendment Regulations (No. 2) 2019</i> | 31 Dec 2019 p. 4655-6 | r. 1 and 2: 31 Dec 2019 (see r. 2(a)); Regulations other than r. 1 and 2: 1 May 2020 (see r. 2(b) and SL 2020/39 cl. 2) |
| <i>Planning Regulations Amendment Regulations 2020 Pt. 2</i> | SL 2020/252 18 Dec 2020 | Pt. 2 (other than Div. 3): 15 Feb 2021 (see r. 2(c)); Pt. 2 Div. 3: 1 Jul 2021 (see r. 2(b)) |
| <i>Planning and Development (Local Planning Schemes) Amendment Regulations 2021</i> | SL 2021/77 18 Jun 2021 | r. 1 and 2: 18 Jun 2021 (see r. 2(a)); Regulations other than r. 1 and 2: 30 Jun 2021 (see r. 2(b) and SL 2021/69 cl. 2) |
| <i>Planning and Development (Local Planning Schemes) Amendment Regulations (No. 3) 2022</i> | SL 2022/178 2 Nov 2022 | Pt. 1: 2 Nov 2022 (see r. 2(a)); Pt. 2: 3 Nov 2022 (see r. 2(b) and SL 2022/175 cl. 2); Pt. 3: 3 Nov 2024 (see r. 2(c) and SL 2022/175 cl. 2) |

| Citation | Published | Commencement |
|---|----------------------------|--|
| <i>Planning and Development (Local Planning Schemes) Amendment Regulations 2024</i> | SL 2024/25 21 Feb 2024 | r. 1 and 2: 21 Feb 2024 (see r. 2(a)); Regulations other than r. 1 and 2: 1 Mar 2024 (see r. 2(b)) |
| <i>Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024</i> | SL 2024/68 1 May 2024 | r. 1 and 2: 1 May 2024 (see r. 2(a)); Regulations other than r. 1 and 2: 1 Jul 2024 (see r. 2(b)) |
| <i>Planning and Development (Local Planning Schemes) Amendment (Short-Term Rental Accommodation) Regulations 2024</i> | SL 2024/194 18 Sep 2024 | r. 1 and 2: 18 Sep 2024 (see r. 2(a)); Regulations other than r. 1 and 2: 19 Sep 2024 (see r. 2(b)) |

Other notes

- ¹ The *Planning and Development (Local Planning Schemes) Amendment Regulations 2016* is of no effect as those amending regulations were made by the Governor. Regulations made under the *Planning and Development Act 2005* Part 15 Division 1 must be made by the Minister. The amendments in the *Planning and Development (Local Planning Schemes) Amendment Regulations 2016* are therefore not included in the compilation of the principal regulations.

Defined terms

Defined terms

*[This is a list of terms defined and the provisions where they are defined.
The list is not part of the law.]*

| Defined term | Provision(s) |
|--|-------------------|
| abattoir | Sch. 1 cl. 38 |
| absolute majority..... | Sch. 2 cl. 81 |
| Act..... | Sch. 2 cl. 1 |
| activity centre..... | Sch. 2 cl. 1 |
| additional site and development requirements | Sch. 1 cl. 34(1) |
| advertisement | Sch. 2 cl. 1 |
| affected land..... | 74(1) |
| affected person..... | Sch. 2 cl. 76(1) |
| agriculture - extensive..... | Sch. 1 cl. 38 |
| agriculture - intensive | Sch. 1 cl. 38 |
| amended deemed provisions | Sch. 2 cl. 89 |
| amended regulations | 82(1) |
| amenity | Sch. 2 |
| amusement parlour..... | Sch. 1 cl. 37(2) |
| ancillary dwelling | Sch. 2 cl. 1 |
| animal establishment..... | Sch. 1 cl. 38 |
| animal husbandry - intensive | Sch. 1 cl. 38 |
| applicable minimum on-site parking requirement | Sch. 2 cl. 77A |
| application..... | Sch. 2 cl. 78F(2) |
| art gallery | Sch. 1 cl. 38 |
| AS 3959 | Sch. 2 cl. 78A |
| authorised employee | Sch. 2 cl. 84A |
| authorised person | 3 |
| BAL contour map | Sch. 2 cl. 78A |
| basic amendment..... | 34 |
| betting agency | Sch. 1 cl. 38 |
| brewery | Sch. 1 cl. 38 |
| Building Code | Sch. 2 cl. 1 |
| building envelope..... | Sch. 1 cl. 37(1) |
| building height | Sch. 2 cl. 1 |
| building permit..... | Sch. 2 cl. 78F(1) |
| building work..... | Sch. 2 cl. 78F(1) |
| built heritage conservation..... | Sch. 2 cl. 1 |
| bulky goods showroom | Sch. 1 cl. 38 |
| bushfire attack level assessment | Sch. 2 cl. 78A |
| cabin..... | Sch. 1 cl. 37(1) |
| caravan park..... | Sch. 1 cl. 38 |
| caretaker's dwelling | Sch. 1 cl. 38 |
| car park | Sch. 1 cl. 38 |

| | |
|---|--|
| cessation day | Sch. 2 cl. 77O(3) |
| chalet..... | Sch. 1 cl. 37(1) |
| child care premises..... | Sch. 1 cl. 38 |
| cinema/theatre | Sch. 1 cl. 38 |
| civic use | Sch. 1 cl. 38 |
| class A use | Sch. 2 cl. 1 |
| class D use | Sch. 2 cl. 1 |
| class P use | Sch. 2 cl. 1 |
| class X use | Sch. 2 cl. 1 |
| clause | 10(3), 10(5) |
| club premises | Sch. 1 cl. 38 |
| commencement day | 77, 82(1), Sch. 2 cl. 78G(1) and 89 |
| commercial, centre or mixed use zone | Sch. 2 cl. 1 |
| commercial vehicle | Sch. 1 cl. 36(1) |
| commercial vehicle parking | Sch. 1 cl. 38 |
| committee | Sch. 2 cl. 81 |
| community purpose..... | Sch. 1 cl. 38 |
| complex amendment | 34 |
| complex application | Sch. 2 cl. 1 |
| complex application notice and signage requirements | Sch. 2 cl. 88(1) |
| consideration period..... | 25(1), 41(1), 50(1) |
| construction..... | Sch. 2 cl. 78A |
| consulting rooms..... | Sch. 1 cl. 38 |
| container | Sch. 2 cl. 1 |
| container collection cage..... | Sch. 2 cl. 1 |
| container deposit recycling centre..... | Sch. 2 cl. 1 |
| container deposit scheme | Sch. 2 cl. 1 |
| convenience store..... | Sch. 1 cl. 38 |
| corrective institution | Sch. 1 cl. 38 |
| cultural heritage significance | Sch. 2 cl. 1 |
| current activity centre plan..... | Sch. 2 cl. 92(1) |
| current structure plan | Sch. 2 cl. 92(1) |
| deemed provisions | 10(3) |
| deemed-to-comply provision | Sch. 2 cl. 1 |
| Department..... | 3 |
| Department of Main Roads..... | Sch. 1 cl. 14(1) |
| developer..... | Sch. 2 cl. 78D(1) |
| development approval..... | Sch. 2 cl. 78A |
| development contribution plan..... | 3, Sch. 2 cl. 1 |
| development site | Sch. 2 cl. 78A |
| document..... | 76A(1), 76B(1), Sch. 2 cl. 87(1) and 88(1) |
| drop-off refund point..... | Sch. 2 cl. 1 |
| educational establishment | Sch. 1 cl. 38 |
| excluded holiday period day | 3, Sch. 2 cl. 1 |

Defined terms

| | |
|--|------------------------|
| exhibition centre | Sch. 1 cl. 38 |
| family day care..... | Sch. 1 cl. 38 |
| fast food outlet/lunch bar | Sch. 1 cl. 38 |
| floor area..... | Sch. 1 cl. 37(1) |
| former Act..... | 83 |
| former deemed provisions..... | Sch. 2 cl. 89 |
| former plan..... | Sch. 2 cl. 77O(1) |
| former regulations..... | 82(1) |
| former Scheme..... | Sch. 2 cl. 13A(1) |
| freeway service centre..... | Sch. 1 cl. 38 |
| frontage | Sch. 2 cl. 1 |
| fuel depot | Sch. 1 cl. 38 |
| funeral parlour..... | Sch. 1 cl. 38 |
| garden centre..... | Sch. 1 cl. 38 |
| grouped dwelling | Sch. 2 cl. 1 |
| habitable building | Sch. 2 cl. 78A |
| heritage area..... | Sch. 2 cl. 7 |
| heritage conservation notice..... | Sch. 2 cl. 13(1) |
| heritage list..... | Sch. 2 cl. 7 |
| heritage place | Sch. 2 cl. 13(1) |
| heritage-protected place | Sch. 2 cl. 1 and 1A(1) |
| home business | Sch. 1 cl. 38 |
| home occupation | Sch. 1 cl. 38 |
| home office | Sch. 1 cl. 38 |
| home store..... | Sch. 1 cl. 38 |
| hospital..... | Sch. 1 cl. 38 |
| hosted short-term rental accommodation | Sch. 2 cl. 1 |
| hotel | Sch. 1 cl. 38 |
| in a bushfire prone area..... | Sch. 2 cl. 78C |
| incidental use | Sch. 2 cl. 1 |
| industry | Sch. 1 cl. 38 |
| industry - extractive | Sch. 1 cl. 38 |
| industry - light..... | Sch. 1 cl. 38 |
| industry - primary production | Sch. 1 cl. 38 |
| interim parking provisions | Sch. 2 cl. 77G(4) |
| light industry zone | Sch. 2 cl. 1 |
| liquor store - large..... | Sch. 1 cl. 38 |
| liquor store - small | Sch. 1 cl. 38 |
| local development plan | Sch. 2 cl. 46 |
| local government..... | Sch. 2 cl. 1 |
| local government CEO..... | Sch. 2 cl. 1 |
| local planning strategy | Sch. 2 cl. 1 |
| maintenance and repair works..... | Sch. 2 cl. 1 |
| marina | Sch. 1 cl. 38 |

| | |
|--|-----------------------------------|
| marine filling station | Sch. 1 cl. 38 |
| market | Sch. 1 cl. 38 |
| medical centre | Sch. 1 cl. 38 |
| method of calculation..... | 74(1) |
| minerals..... | Sch. 1 cl. 37(1) |
| minimum on-site parking requirement..... | Sch. 2 cl. 77A |
| mining operations | Sch. 1 cl. 38 |
| Minister for Heritage..... | Sch. 2 cl. 1 |
| motor vehicle, boat or caravan sales | Sch. 1 cl. 38 |
| motor vehicle repair | Sch. 1 cl. 38 |
| motor vehicle wash | Sch. 1 cl. 38 |
| multiple dwelling | Sch. 2 cl. 1 |
| natural ground level | Sch. 2 cl. 1 |
| net lettable area | Sch. 2 cl. 1 |
| nightclub | Sch. 1 cl. 38 |
| nla | Sch. 2 cl. 1 |
| non-conforming use | Sch. 2 cl. 1 |
| office | Sch. 1 cl. 38 |
| owner | Sch. 2 cl. 1 |
| park home park | Sch. 1 cl. 38 |
| parking space shortfall | Sch. 2 cl. 77A, Sch. 2 cl. 77C |
| Part | 10(3), 10(5) |
| payment in lieu of parking condition | Sch. 2 cl. 77A |
| payment in lieu of parking plan | Sch. 2 cl. 77A, Sch. 2 cl. 77J(1) |
| Peel Region Scheme area..... | Sch. 2 cl. 1 |
| place..... | Sch. 2 cl. 7 |
| place of worship..... | Sch. 1 cl. 38 |
| planning instrument | 77 |
| plot ratio..... | Sch. 1 cl. 37(1) |
| precinct | Sch. 1 cl. 37(1) |
| precinct structure plan..... | Sch. 2 cl. 14 |
| predominant use..... | Sch. 1 cl. 37(1) |
| premises | Sch. 2 cl. 1 |
| preparation and approval process..... | Sch. 2 cl. 93(1) |
| prescribed development approval function | Sch. 2 cl. 84A |
| prescribed single house development | Sch. 2 cl. 84A, 84B(1) and (2) |
| previous bushfire provisions | Sch. 2 cl. 78G(1) |
| properly maintained | Sch. 2 cl. 13(1) |
| publication requirements..... | 76B(1), Sch. 2 cl. 88(1) |
| R-Codes | Sch. 2 cl. 1 |
| reception centre..... | Sch. 1 cl. 38 |
| recreation - private | Sch. 1 cl. 38 |
| refund amount | Sch. 2 cl. 1 |
| refund point..... | Sch. 2 cl. 1 |

Defined terms

| | |
|---|------------------------------|
| region planning scheme | Sch. 2 cl. 1 |
| relevant 12-month period | Sch. 2 cl. 61(10) |
| relevant advertising process | 82(1), Sch. 2 cl. 91(1) |
| relevant payer..... | Sch. 2 cl. 77I(4) and 77O(1) |
| relevant payment in lieu of parking plan..... | Sch. 2 cl. 77A |
| relevant planning instrument..... | 82(3), Sch. 2 cl. 91(3) |
| repealed regulations | 77 |
| reserve..... | Sch. 2 cl. 1 |
| residential zone | Sch. 2 cl. 1 |
| resource recovery centre | Sch. 1 cl. 38 |
| restaurant/cafe | Sch. 1 cl. 37(2) |
| restricted premises | Sch. 1 cl. 38 |
| retail | Sch. 1 cl. 37(1) |
| reverse vending machine..... | Sch. 2 cl. 1 |
| reviewable determination..... | Sch. 2 cl. 76(1) |
| review expenses | 74(1) |
| road house | Sch. 1 cl. 38 |
| rural home business | Sch. 1 cl. 38 |
| rural pursuit/hobby farm | Sch. 1 cl. 38 |
| scheme area..... | 2 |
| Scheme area | Sch. 2 cl. 1 |
| Scheme commencement day | Sch. 1 cl. 37(1) |
| scheme map..... | 3 |
| scheme text), this | Sch. 1 cl. 7(1) |
| service station | Sch. 1 cl. 38 |
| shared parking arrangement | Sch. 2 cl. 77Q(1) |
| shared parking arrangement condition | Sch. 2 cl. 77A |
| shared site | Sch. 2 cl. 77Q(1) |
| shop..... | Sch. 1 cl. 38 |
| short-term rental accommodation | Sch. 2 cl. 1 |
| short-term rental arrangement..... | Sch. 2 cl. 1 |
| single house..... | Sch. 2 cl. 1 |
| site works | Sch. 2 cl. 1 |
| small bar..... | Sch. 1 cl. 38 |
| special control area | Sch. 2 cl. 1 |
| specified building..... | Sch. 2 cl. 78A |
| standard amendment | 34 |
| standard structure plan | Sch. 2 cl. 14 |
| street setback area | Sch. 2 cl. 1 |
| structure plan..... | Sch. 2 cl. 14 |
| submission period | 25(1), 41(1), 50(1) |
| substantially commenced | Sch. 2 cl. 1 |
| tavern | Sch. 1 cl. 38 |
| telecommunications infrastructure | Sch. 1 cl. 38 |

| | |
|--|-------------------|
| this Scheme | 10(3), 10(5) |
| tourist and visitor accommodation | Sch. 1 cl. 38 |
| trade display | Sch. 1 cl. 38 |
| trade supplies | Sch. 1 cl. 38 |
| transitional development site | Sch. 2 cl. 78G(1) |
| transitional permit | Sch. 2 cl. 78F(2) |
| transition period | Sch. 2 cl. 78G(1) |
| transport depot | Sch. 1 cl. 38 |
| tree farm | Sch. 1 cl. 38 |
| unhosted short-term rental accommodation | Sch. 2 cl. 1 |
| value | 74(1) |
| veterinary centre | Sch. 1 cl. 38 |
| wall height | Sch. 2 cl. 1 |
| warehouse/storage | Sch. 1 cl. 38 |
| WARR Act | Sch. 2 cl. 1 |
| waste disposal facility | Sch. 1 cl. 38 |
| waste storage facility | Sch. 1 cl. 38 |
| Western Australian Road Hierarchy | Sch. 1 cl. 14(1) |
| wholesale | Sch. 1 cl. 37(1) |
| wind farm | Sch. 1 cl. 38 |
| winery | Sch. 1 cl. 38 |
| workforce accommodation | Sch. 1 cl. 38 |
| works | Sch. 2 cl. 1 |
| zone | Sch. 2 cl. 1 |

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