



AGENDA

23rd of AUGUST 2023

ORDINARY COUNCIL MEETING

To be held at the Shires Administration Building situated at Gascoyne Junction
commencing at 10.00am

DISCLAIMER

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council.

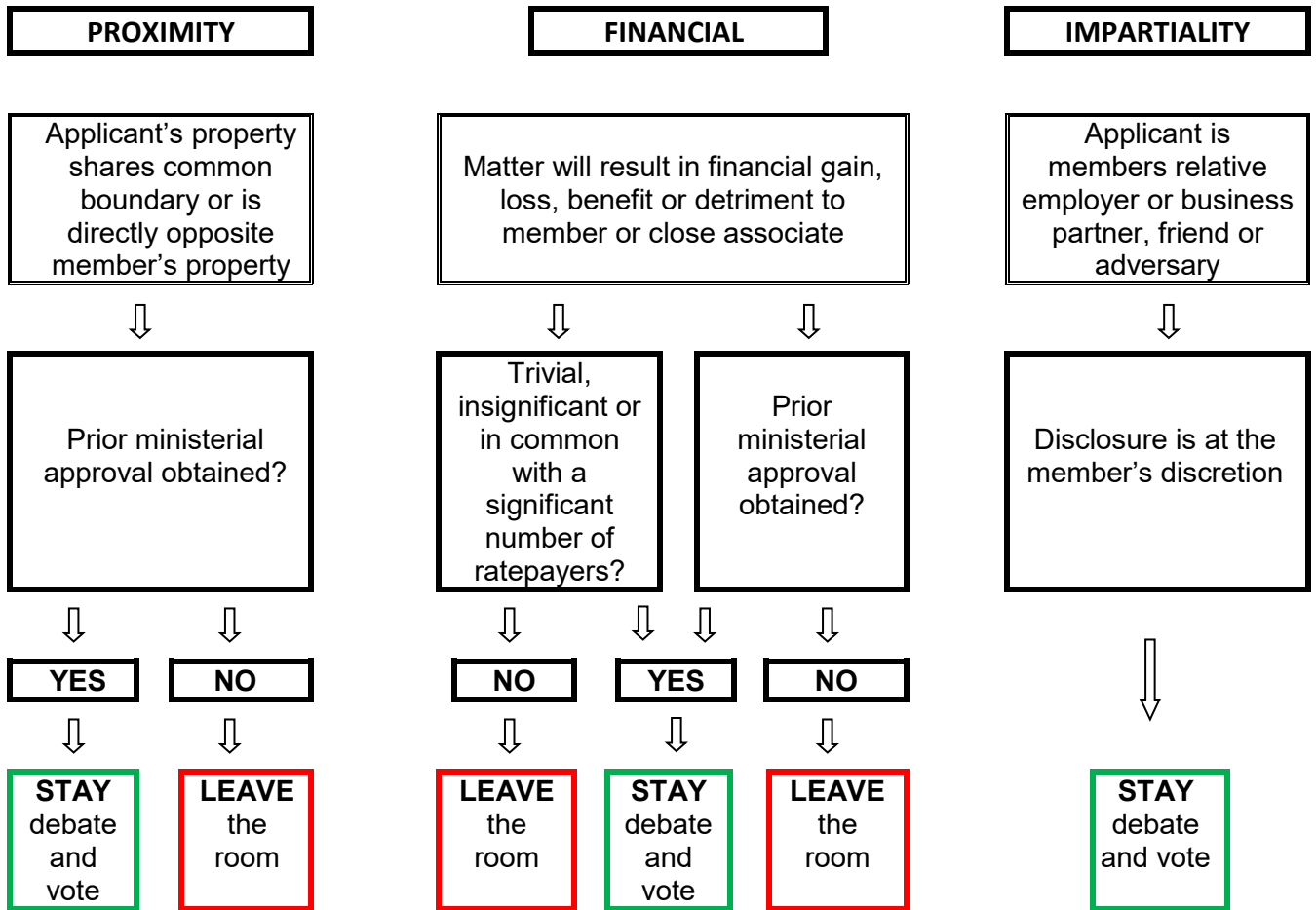
No responsibility whatsoever is implied or accepted by the Shire of Upper Gascoyne for any act, omission, statement or intimation occurring during the Council/Committee meetings or during formal/informal conversations with staff. The Shire of Upper Gascoyne disclaims any liability for any loss whatsoever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

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



John McCleary, JP
CHIEF EXECUTIVE OFFICER

* Declaring an Interest



Local Government Act 1995 - Extract

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(Penalties apply).

(2) It is a defense to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply).

'Local Government (Administration) Regulations 1996 - Extract

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.



Shire of
UPPER GASCOYNE

SHIRE OF UPPER GASCOYNE

**AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 23rd OF AUGUST
COMMENCING AT 10.00 AM**

Table of Contents

<u>1.</u>	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS	4
<u>2.</u>	APOLOGIES AND APPROVED LEAVE OF ABSENCE.....	4
<u>3.</u>	APPLICATION FOR LEAVE OF ABSENCE.....	4
<u>4.</u>	PUBLIC QUESTION TIME	4
<u>5.</u>	DISCLOSURE OF INTEREST.....	5
<u>6.</u>	PETITIONS/DEPUTATIONS/PRESENTATIONS	5
<u>7.</u>	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION.....	5
<u>8.</u>	MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS	5
<u>9.</u>	CONFIRMATION OF MINUTES FROM PREVIOUS MEETING	5
<u>10.</u>	REPORTS OF OFFICERS	5
	10.1 MANAGER OF FINANCE AND CORPORATE SERVICES REPORT	6
	10.2 MANAGER OF WORKS REPORT	8
	10.3 CEO REPORT	9
	10.4 ACCOUNTS AND STATEMENT OF ACCOUNTS	11
	10.5 MONTHLY FINANCIAL STATEMENT	13
	10.6 CREATION OF A NEW RESERVE ACCOUNT.....	15
	10.7 ADOPTION OF THE 2023-2024 ANNUAL BUDGET	17
	10.8 CHANGE OF DATE FOR THE SEPTEMBER 2023 ORDINARY MEETING OF COUNCIL.....	21
	10.9 TENDER FOR NEW STAFF HOUSE – HATCH STREET.....	23
	10.10 ADOPTION OF 23/24 FEE'S AND CHARGES.....	26
	10.11 SELECTION CRITERIA PROVISION OF WATER CART SERVICES.....	28
	10.12 ROAD USE AGREEMENT - HASTINGS TECHNOLOGIES.....	30
<u>11.</u>	MATTERS BEHIND CLOSED DOORS.....	31
<u>12.</u>	MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	31
<u>13.</u>	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....	31
<u>14.</u>	ELECTED MEMBERS REPORT.....	32
<u>15.</u>	STATUS OF COUNCIL RESOLUTIONS	32
<u>16.</u>	MEETING CLOSURE.....	32

**SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 23rd of August 2023
COMMENCING AT 10.00 AM**

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The Deputy President welcomed those present and declared the meeting open at ___am

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr J. Caunt	Deputy Shire President
Cr A. McKeough	Councillor
Cr H. McTaggart	Councillor
Cr R. Hoseason-Smith	Councillor
Cr B. Walker	Councillor
Cr G. Watters	Councillor

Staff

John McCleary JP	Chief Executive Officer
Jarrod Walker	Manager of Works and Services
Cherie Walker	Acting Manager of Finance and Corporate Services

Visitors

Joshua Kirk	Greenfield Technical Services
Travis Bate	RSM (via conference call)

2.2 Absentees

2.3 Leave of Absence previously approved

3. APPLICATION FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

5. **DISCLOSURE OF INTEREST**

6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**

- Greenfield Technical Services

7. **ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

8. **MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS**

Nil

9. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

9.1 Ordinary Meeting of Council held on 26th of July 2023.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01082023			
MOVED:	CR:	SECONDED:	CR:
That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 26 th of July 2023 be confirmed as a true and correct record of proceedings.			
FOR: CR		AGAINST: CR	
F/A:			

10. REPORTS OF OFFICERS

Council Resolution No: 02082023			
MOVED:	CR:	SECONDED:	CR:
That Council receive the Manager of Finance and Corporate Services Report, Manager of Works and the Chief Executive Officer reports as read.			
FOR: CR		AGAINST: CR	
F/A:			

The July period has seen the Corporate Team finalise our End of Financial Year processes and welcoming increased visitors to the area who have been blown away at how tidy and clean the town is, it is great to hear how impressed they all are with our little oasis.

This month's council meeting will see the Management Team present the 2023/2024 Annual Budget to Council for adoption which has been a mammoth effort from RSM and staff to compile, so I would like to extend many thanks and gratitude to everyone involved in this process as it has not come without challenge – great work everyone!

The next big task ahead of staff is our upcoming End of Year Audit in early September, adding to the mix we have recently appointed RSM to carry out our rating function for the 23/24 year and look forward to assisting in a smooth transition. With a busy month ahead it certainly no time to rest and just as important for staff to maintain the momentum.



Community Resource Centre Update

During the first week of August my fellow members of the Australia's Golden Outback Board joined me in Gascoyne Junction for our board meeting. A regional destination plan for the AGO and an Agritourism Strategy have been released and am working through the strategies to incorporate them in tourism growth within the Shire. They were joined by the Board from Regional Development Australia Mid West Gascoyne who also hosted their Board Meeting in Gascoyne Junction spending three days in the Shire. Thank you to Cr Caunt and CEO John McCleary for welcoming the AGO Board at the start of their meeting. On the Thursday all Board members participated in a tag-along tour with Rennee Turner of Wooramulla Eco Cultural Journeys to the Kennedy Ranges. The boards have been high in praise for our Chamber facilities, the hospitality of the Gascoyne Junction Pub and Tourist Park and our town.

In late July we also hosted the Tourism Experience Development Officer for Tourism Western Australia introducing him to Gascoyne Junction and our National Parks. He is working on a long term project for Tourism WA that is looking for business cases in and around National Parks. Research is now being undertaken to explore the potential of several project ideas identified over the two days.

Our Visitor Survey is beginning to gather responses and the results are supporting our anecdotal evidence of visitors spending longer in the Shire than what has been observed in recent years. Guests are spending to 2 to 3 nights in Gascoyne Junction and between 7 to 10 nights within the Shire. The high standards of the town and the facilities across the Shire along with welcoming locals at the Visitor Information Centre and at the two Tourist Parks are certainly having an impact on this.

The Storytown Podcast released in February, has received additional funding from RDA Midwest with a marketing push on radio and social media beginning late in July. In its first week 440 downloads of the app were made. I was interviewed by ABC Pilbara about the podcast and was able to also speak about tourism, the Tidy Town Award, our upcoming Race Meets and Gascoyne Food Festival events. I was also interviewed by the West Australian re Wildflowers and ABC Pilbara again about the Science Week Gascoyne Rocks event which saw locals and tourists alike learn about the geology of the region and again see the stars with Perth Observatory. This event was at no cost due to funding through the Science Week Grant.

Our first subcommittee meeting has been held in preparation for the 2024 National Tidy Town Conference. The date for the event will be Friday May 3 to Sunday May 5. The main outcome of the meeting was establishing the core programs that will be delivered for the conference, what resources they will require and the manpower required to deliver a successful event. A second meeting will be held at the conclusion of the August Council Meeting.

CUSTOMER SERVICES & ENQUIRIES		2023.2024 TOTAL	2022.2023 TOTAL	YTD DIFF	Jul-23	Jul-22	JUL DIFF
Admin Support	Faxes	0	0	0	0	0	0
	Photocopying/Printing/Scanning/Emailing	1	25	-24	1	1	0
	Laminating/Binding	0	1	-1	0	0	0
	Hot Office Bookings	2	1	1	2	0	2
	External Training and Course	0	0	0	0	0	0
CRC	1:1 Assistance to Community Members	3	30	-27	3	1	2
	Computer/Internet Access	4	34	-30	4	4	0
	Community Education Events	0	2	-2	0	0	0
	Community Social Events	0	16	-16	0	0	0
	Community Economic Seminars	0	1	-1	0	0	0
	Department of Human Services	2	16	-14	2	1	1
	Government Access Point	1	37	-36	1	1	0
	Use of Paid WIFI Services	0	3	-3	0	2	-2
	Use of FREE WIFI Hub	7	27	-20	7	1	6
Tourism	Road Condition Requests	183	830	-647	183	137	46
	General Tourism Information	260	1036	-776	260	157	103
	Book Sales	6	29	-23	6	3	3
	CRC Merchandise Sales	65	308	-243	65	54	11
	Walking Tours	19	70	-51	19	13	6
Info	Phonebook Purchases	0	0	0	0	0	0
	Gassy Gossip yearly subscription	0	0	0	0	0	0
	Gassy Gossip Advertisement	0	0	0	0	0	0
Health	Video Conference/Telehealth	0	8	-8	0	0	0
	RFDS Support	1	11	-10	1	1	0
	Medical Clinic Visits	6	82	-76	6	0	6
Agencies	Library	12	93	-81	12	7	5
	Postage Sales	14	94	-80	14	11	3
	Postage Collection	68	68	0	53	6	47
	Department of Transport	6	34	-28	6	3	3
	Horizon Power	8	68	-60	8	1	7
Total Customer Service Enquiries		668	2924	-2,256	653	404	249

10.2 Manager of Works and Services Report

It seems that every monthly works report begins with “it’s been a busy month”, well it has certainly been the case once again this month. I have spent most of this month out at Dalgety Brook ensuring the earthworks and base for the new concrete floodway was ready for Yuin to begin. Dameon has done an amazing job getting the detour in place and floodway base spot on in time for the contractors. We have handed the job over to Yuin who began work on the 14th August. Their work is expected to take two months before we can return to cement stabilise the approaches and finish drainage works.



Thomas and Ian are currently working on Cobra Mt Augustus road, they previously completed the Ullawarra and Cobra Dairy Creek roads. Ian also graded the Ashburton section of Ullawarra road. The lads will focus on Landor Mt Augustus and Pingandy roads over the couple of months. I am well aware that some areas in our shire are well over due for grading however we have been under staffed and experiencing a lot more damage to roads due to the dry conditions and increased traffic volumes. Procuring outside assistance is proving harder and much more expensive as well. We are really starting to see the effect that the tourism, mining and exploration is having on our network.

I am pleased to say that Jamie Podmore is starting with us on the 21st August. Jamie will fill the role of serviceman and operator and will be a welcome member to the team. He and his family will be moving to Gascoyne Junction so if you see them please welcome them to the community and team. We are still searching for the right person to fill the MC/operators role.

Unfortunately Gascoyne Group have withdrawn from their current water cart contract in the middle of the Dalgety Brook project. Thankfully THEM have been able to provide two water carts to complete the works. We will need to re-tender this contract in the next few weeks.

THEM will demolish the storm damaged house on 6 Scott Street this week. It is sad to see the old building go as it was the house I spent my early childhood years in and also the first mud brick house constructed in Gascoyne Junction over 100 years ago.

Lance Root from ABBL Contracting has completed a run around the shire clearing overgrowth from nearly all of our floodway’s and erecting width markers that have been knocked over or damaged. They will return later to install missing depth markers and signage throughout the shire. Lance and his team will also return to assist us in relocation our plant and equipment to Cobra Dairy Creek to fill the gap of our unfilled MC driver position. Lance will also help coordinate the team as I will be taking three weeks leave at the end of the month.

Another busy month for all concerned with heaps of administrative tasks to be undertaken. It's that time of year where we are transitioning from one financial year to another with the closing out and doing end of year, getting set for the coming financial year (Budget) and preparing for Audit. In addition we have two new staff members to get familiarised with our business and area. As with most years it is the time when anyone who wants to undertake a site visit usually does, pity we didn't see them in summer so they can get a good handle of the extremes we deal with.

I can report that our 22/23 Audit was clean and timely with no adverse findings which is a reflection of Travis, Sa and her staff – Cherie and Cynthia. It shows that our systems are robust and are providing a good level of transparency, accountability, rigor, with good evidentiary documentation.

I managed to take a week's holiday with the goal to get my 40 series back from Perth, but once again it was not quite ready so another wasted venture but it is getting closer, so hopefully within the next week or so.

Hastings are still consuming an inordinate amount of time and patience. Councillor Caunt, Jarrod Walker and myself had a meeting with representatives from Hastings concerning the use of Ullawarra Road, this is subject to an agenda item.

I have received advice from the Department of Lands that our Commercial Land (Lot 556) is now ready to be converted to freehold land in the name of the Shire of Upper Gascoyne. All documentation to facilitate this has been sent to the Department and payment will be made once the budget is adopted and uploaded into Synergy. I will notify *DevelopmentWA*, this should strengthen our RDAP Application.

Andrea Pears will be in town and is ready to commence work on the 4th of September 2023. We are all looking forward to having Andrea working for us and are excited about what she can bring to our workplace.

It has been pleasing to see some of our regional organisations make use of our Council Chamber for their meetings. We have had the Australian Golden Outback, Regional Development Australia and Gascoyne Development Commission in attendance. They were all extremely complimentary of our town and the facilities we provided.

It is great to see development in our town with Jim Caunt putting a new building onto his lot and commencing development, Kenny and Diane are in the process of completely renovating their Gregory Street House and Jox Collins is also renovating his house due to the damage sustained in the storm. As mentioned by Jarrod, "Mick's House" has been demolished along with the old public toilets.

I have contacted the Department of Transport regarding our desire to put in a grant application for the boat ramp and stairs; I was advised that it would be highly unlikely that they would support this application as the grant is centred on registered power boats. I have contacted Lotterywest and they appear very interested in the concept.

STATUS OF GRANTS FOR 2023

Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
4/2/2022	20/02/2022	Dalgety Brook Floodway	Bridges Renewable Program	Dept of Infrastructure, Transport, Regional Development and Communications	\$1,800,000	\$1,800,000	Approved
13/12/2021	N/A	Carnarvon / Mullewa Road Sealing Project	Ad hoc	Main Roads – State initiatives on Local Roads	Requested between 3.9 and 4.5 million	Ongoing	Approved
28/01/2023	N/A	Hatch Street Footpaths	WA Bicycle Network Grant	Dept of Transport	\$22,000	\$44,000	Successful
01/02/2023	N/A	Up-date current Local Planning Strategy	Ad Hoc	Dept of Planning, Lands & Heritage	\$15,000	\$135,000	Successful
13/02/2023	13/03/2023	Gascoyne Junction Community Gym	Horizon Power Community Grant	Horizon Power	\$10000	\$12000	Successful
06/04/2023	06/09/2024.	Residential Land Development	Infrastructure Development Fund – Unlocking Regional Worker Accommodation Opportunities	Department of Planning, Lands and Heritage.	\$523,463.60 inc.I GST	\$743,463.60 inc.I GST	Pending
23/12/2022	09//01/2023	Water Treatment Plant – Reverse Osmosis	Development of Future Drought Fund Extension and Adoption of Drought Resilience Farming Practices Grants Program application	Department of Agriculture, Water and the Environment	\$400,000.00 inc.I GST	\$600,000.00 inc.I GST	Unsuccessful
18/04/2023	18/04/2023	Technology Equipment Upgrades	CRC Technology Grant	DPIRD	\$5167.00	\$5667.00	Successful
21/04/2023	21/04/2023	Save our Country Kids	Road Safety Commission SOCK Week	Narembeen CRC	\$1200	\$1200	Successful
17/04/2023	17/04/2023	Gascoyne Junction Rocks	National Science Week	WACC	\$4000	\$4500	Successful
15/08/2023		EV Charging Grant			\$11,817	\$22,753	Pending

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	Cherie Walker
Date:	15 August 2023
Matters for Consideration:	<p>To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Thursday the 23rd of August as attached – see Appendix 1.</p> <p>In addition to the List of Accounts and as part of this agenda report, Council are also requested to receive the Legal Expenses report. This report details all legal costs incurred to the end of this reporting period for both general legal and rates debt recovery expenses – refer to Appendix 1.</p>
Background:	<p>The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.</p>
Comments:	<p>The list of accounts are for the month of July 2023.</p>
Statutory Environment:	<p>Local Government (Financial Management Regulations) 1996</p> <p>13. Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.</p> <p>(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —</p> <ul style="list-style-type: none"> (a) the payee’s name; and (b) the amount of the payment; and (c) the date of the payment; and (d) Sufficient information to identify the transaction. <p>(2) A list of accounts for approval to be paid is to be prepared each month showing —</p> <ul style="list-style-type: none"> (a) for each account which requires council authorisation in that month — <ul style="list-style-type: none"> (i) the payee’s name; and (ii) the amount of the payment; and (iii) sufficient information to identify the transaction; and (b) the date of the meeting of the council to which the list is to be presented.

	(3) A list prepared under sub regulation (1) or (2) is to be — (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and (b) recorded in the minutes of that meeting.												
Policy Implications:	Nil												
Financial Implications:	2023/2024 Budget												
Strategic Implications:	SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation. Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning. Strategy 4.2.3 Comply with statutory and legislative requirements.												
Risk:													
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)								
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation								
Consultation:	Nil												
Voting requirement:	Simple Majority												
Officer's Recommendation:	<p><i>That Council endorse the payments for the period 1st of July 2023 to the 31st of July 2023 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 30th of June 2023.</i></p> <table border="1"> <tr> <td><i>Municipal Fund Bank EFTs (15786-15856)</i></td> <td><i>\$526,808.20</i></td> </tr> <tr> <td><i>Payroll</i></td> <td><i>\$118,938.24</i></td> </tr> <tr> <td><i>BPAY/Direct Debit</i></td> <td><i>\$20,964.19</i></td> </tr> <tr> <td><i>TOTAL</i></td> <td><i>\$666,710.63</i></td> </tr> </table>					<i>Municipal Fund Bank EFTs (15786-15856)</i>	<i>\$526,808.20</i>	<i>Payroll</i>	<i>\$118,938.24</i>	<i>BPAY/Direct Debit</i>	<i>\$20,964.19</i>	<i>TOTAL</i>	<i>\$666,710.63</i>
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<i>TOTAL</i>	<i>\$666,710.63</i>												
Council Resolution No: 03082023													
MOVED:	CR:	SECONED:	CR:										
FOR:	CR	AGAINST:	CR										
F/A:	0/0												

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Cherie Walker
Date:	15 August 2023
Matters for Consideration:	<p>The Statement of Financial Activity for the period of July 2023, includes the following reports:</p> <ul style="list-style-type: none"> • Statement of Financial Activity • Significant Accounting Policies • Graphical Representation – Source Statement of Financial Activity • Net Current Funding Position • Cash and Investments • Major Variances • Budget Amendments • Receivables • Grants and Contributions • Cash Backed Reserve • Capital Disposals and Acquisitions • Trust Fund
Background:	<p>Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.</p>
Comments:	The Statement of Financial Activity is for the month of July 2023
Statutory Environment:	<p>Local Government Act 1995 – Section 6.4</p> <p>Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.</p>
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	<p>SCP – Objective 4 – Our Leadership – 4.2 An efficient and effective organisation.</p> <p>Strategy 4.2.2 Maintain accountability and financial responsibility through effective planning.</p> <p>Strategy 4.2.3 Comply with statutory and legislative requirements.</p>
Risk:	

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Nil			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of July 2023.</i>			
Council Resolution No: 04082023					
MOVED:	CR:	SECONDED:	CR:		
FOR: CR		AGAINST: CR			
F/A: 0/0					

10.6 CREATION OF A NEW RESERVE ACCOUNT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	3 August 2023
Matters for Consideration:	To create a new Reserve Account for the purposes of allocating funds to assist with resealing the Shire’s existing and future sealed roads.
Background:	<p>The Shire of Upper Gascoyne has embarked on sealing program where the Shire is seeking to seal between Carnarvon and Meekatharra. The Shire currently has approximately 110 kilometres of seal on the road, inclusive of the Gascoyne Junction town site.</p> <p>The Shire have exclusively used bituminised chip seal as its method of sealing roads. This type of sealing has a useful life of between 7-10 years given the Shires climate and vehicle traffic movements.</p> <p>In the 2023/24 Budget we have made an allocation of \$360,440 towards resealing from Part B of the LRCI Grant. This will be enough for approximately 9 kilometres of road assuming the cost of approximately \$40,000 per kilometre. At some point in the future the additional 100km’s will also need to resealed at an estimated cost in today’s dollars of \$4 million +.</p>
Comments:	<p>In order to maintain our road assets it is considered prudent that the Shire commence putting funds aside now in order to have sufficient funds to carry out the work when required.</p> <p>In order to allocate a monetary amount it is recommended that the Shire take the length of the sealed roads (\$110kms) multiply this by \$40,000 per kilometre and then divide this by the estimated seal life. As it currently stands this would equate to \$40,000 (110 L x \$40,000 / by 10).</p> <p>An amount of \$10,000 has been included into the 23/24 Budget to be allocated to a Sealing Reserve Account in order to commence putting away funds for future expenditure which will occur.</p>

<p>Statutory Environment:</p>	<p>Local Government Act 1995 Section 6.11</p> <p>Reserve accounts (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose. (2) Subject to subsection (3), before a local government — (a) changes* the purpose of a reserve account; or (b) uses* the money in a reserve account for another purpose, it must give one month’s local public notice of the proposed change of purpose or proposed use. * Absolute majority required. (3) A local government is not required to give local public notice under subsection (2) — (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or (b) in such other circumstances as are prescribed. (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs. <u>(5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.</u></p> <p>Local Government (Financial Management) Regulations 1996 17. Title of reserve accounts (1) A reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside. (2) In the accounts, annual budget and financial reports of the local government a reserve account is to be referred to — (a) in the information required by regulations 27(g) and (ga) and 38, by its full title; and (b) otherwise, by its full title or by an abbreviation of that title.</p>				
<p>Policy Implications:</p>	<p>Nil</p>				
<p>Financial Implications:</p>	<p>2023 / 2024 Budget</p>				
<p>Strategic Implications:</p>	<p>SCP – Key objective 2 Economic – Our Prosperity Strategy 2.1.1. CBP 2.1.1.1. Maintenance and upgrade of road network in accordance with asset management planning and annual budget allocations.</p>				
<p>Risk:</p>					
<p>Risk</p>	<p>Risk Likelihood (based on history and with existing controls)</p>		<p>Risk Rating (Prior to Treatment or Control)</p>	<p>Principal Risk</p>	<p>Risk Action Plan (Controls or Treatment proposed)</p>

Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Deputy Shire President Manager Works and Services			
Voting requirement:		Absolute Majority			
Officer's Recommendation:		<i>That Council:</i> <i>Establish a new Reserve Account to be known as "Sealed Road Resealing Reserve"; for the purposes of resealing of the sealed road network.</i>			
Council Resolution No: 05082023					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A:					

10.7 ADOPTION OF THE 2023-2024 ANNUAL BUDGET

APPLICANT:	Shire of Upper Gascoyne
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	John McCleary – Chief Executive Officer
DATE:	3 August 2023
<i>Matters for Consideration:</i>	
The 2023-2024 Statutory Annual Budget is presented for Council's formal adoption as presented in Appendix 2 .	
<i>Background:</i>	
Council has discussed the 2023-2024 Draft Annual Budget at the ordinary meetings of Council held in April, June and July 2023.	

Comments:

The annual budget is the principal management tool which is used during the financial year to monitor financial performance and provide sound reporting to Council through the monthly Financial Activity Statements and the Annual Statement of Accounts.

I am confident that this annual budget will be a strong management tool for Shire operations during the coming financial year.

Differential Rates were discussed at the ordinary meeting of Council held in April, May and July 2023

Some of the major highlights include:

- New Staff House
- Refurbishment of Lot 39 Gregory Street
- Retaining Wall & Flooring for Lot 19 Gregory Street
- New Shed & Patio for L40 Gregory Street
- New patio for L21 Gregory Street
- New Shed Lot 50 Hatch Street
- Residential Land Sub-division
- Commercial Land Development
- New 966 Loader
- New light vehicles for CEO, MW&S and TMS
- New Works Caravan
- New Forklift
- Resealing Program
- New footpaths
- Street art – sculptures
- Fence Rubbish Tip
- Develop in town water supply options
- Landor / Meekatharra Road Sealing project
- Pimbee Road Re-sheet
- Cobra-Dairy Creek Re-sheet
- Ullawarra Road Re-sheet
- Dalgety Brook concrete crossing
- Landor / Mount Augustus Road Improvements.
- River Access Project – Require grant contribution.

Rate in the Dollar

Gross Rental Valuation – Residential/Industrial/Commercial	10.5000 cents in the dollar
Unimproved Valuation – Rural	9.0000 cents in the dollar
Unimproved Valuation – Mining Tenements	29.8000 cents in the dollar

Minimum Rates

Gross Rental Valuation – Residential/Industrial/Commercial	Minimum \$500.00
Unimproved Valuation – Rural	Minimum \$900.00
Unimproved Valuation – Mining Tenement	Minimum \$950.00

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Financial Implications:													
The annual budget sets the details and parameters for income and expenditure for the financial year. These rates have been discussed with council and advertised as required.													
Strategic Implications:													
The Budget has been developed in accordance with the Shire's Community Strategic Plan. The budget will allow Council to work towards the projects identified in the Forward Capital Works Plan as well as continuing to provide a high level of services and facilities to our community and visitors to our community.													
Consultation:													
Councillors Contract Accountant – RSM Shire Staff													
Officers Recommendation	Voting Requirement: Various												
<p>Voting Requirement: Absolute Majority - 06082023</p> <p>MOVED: CR SECONDED: CR</p> <p>Part A – Adoption of 2023-2024 Statutory Annual Budget</p> <p><i>That pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopts the 2023-2024 Statutory Annual Budget as attached at Appendix 2.</i></p> <p>F/A:</p> <hr/> <p>Voting Requirement: Absolute Majority - 07082023</p> <p>MOVED: CR SECONDED: CR</p> <p>Part B - Imposition of General and Minimum Rates, Instalment Payment Arrangements, Charges and Interest.</p> <p><i>Pursuant to section 6.45 of the Local Government Act 1995, that the rates and charges specified hereunder and in the attached budget document be imposed on all rateable property within the district of the Shire of Upper Gascoyne for the 2023-2024 financial period.</i></p> <p>Rate in the Dollar</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Gross Rental Valuation – Residential/Industrial/Commercial</td> <td style="text-align: right;">10.5000 cents in the dollar</td> </tr> <tr> <td>Unimproved Valuation – Rural</td> <td style="text-align: right;">9.0000 cents in the dollar</td> </tr> <tr> <td>Unimproved Valuation – Mining Tenements</td> <td style="text-align: right;">29.8000 cents in the dollar</td> </tr> </table> <p>Minimum Rates</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Gross Rental Valuation – Residential/Industrial/Commercial</td> <td style="text-align: right;">Minimum \$500.00</td> </tr> <tr> <td>Unimproved Valuation – Rural</td> <td style="text-align: right;">Minimum \$900.00</td> </tr> <tr> <td>Unimproved Valuation – Mining Tenement</td> <td style="text-align: right;">Minimum \$950.00</td> </tr> </table>		Gross Rental Valuation – Residential/Industrial/Commercial	10.5000 cents in the dollar	Unimproved Valuation – Rural	9.0000 cents in the dollar	Unimproved Valuation – Mining Tenements	29.8000 cents in the dollar	Gross Rental Valuation – Residential/Industrial/Commercial	Minimum \$500.00	Unimproved Valuation – Rural	Minimum \$900.00	Unimproved Valuation – Mining Tenement	Minimum \$950.00
Gross Rental Valuation – Residential/Industrial/Commercial	10.5000 cents in the dollar												
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Unimproved Valuation – Mining Tenements	29.8000 cents in the dollar												
Gross Rental Valuation – Residential/Industrial/Commercial	Minimum \$500.00												
Unimproved Valuation – Rural	Minimum \$900.00												
Unimproved Valuation – Mining Tenement	Minimum \$950.00												

Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996 Council adopts a charge of \$15 for the four instalment option.

Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the ratepayer has elected to pay rates and service charges through an instalment option.

Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for payment in full and by instalments:

- 1st instalment & Full payment due 04 October 2023
- 2nd instalment due 06 December 2023
- 3rd instalment due 07 February 2024
- 4th instalment due 11 April 2024

Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% to be imposed on all outstanding rates and services charges and costs of proceedings to recover such charges that remain unpaid after 4th October 2023 or in the case of instalment options, on all outstanding rate amounts after the due date for payment of the instalment.

F/A:

Voting Requirement: *Simple Majority - 08082023*

MOVED: CR

SECONDED: CR

Part C – Material Variance Reporting for 2023-24

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2023-2024 for reporting material variances shall be 10% or \$25,000, whichever is the greater.

F/A:

10.8

CHANGE OF DATE FOR THE SEPTEMBER 2023 ORDINARY MEETING OF COUNCIL

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	15 August 2023
Matters for Consideration:	To change the date of the September 2023 Ordinary Meeting of Council
Background:	The original date for the meeting was the 20 th of September 2023. Unfortunately the WALGA Conference is scheduled to be held on the 17 – 19 September 2023. The CEO and the Deputy Shire President will be in attendance and will not return to the office until the 20 th of September 2023
Comments:	Given the above there will not be sufficient time for the CEO to compile the agenda for the meeting.
Statutory Environment:	<p>As per the local Government Act 1995:</p> <p>Part 5 – Administration</p> <p>(a) Deals with Council meetings, committees and their meetings and electors' meetings</p> <p>Division 2 – Council meetings, committees and their meetings and elector's meetings</p> <p>Subdivision 1 – Council meetings</p> <ul style="list-style-type: none"> • 5.4 – Calling council meetings • 5.25 - Regulations about council and committee meetings and committees <p>Local Government (Administration) Regulations 1996</p> <p>12.Publication of meeting details (Acts.5.25(1)(g))</p> <p>(1) In this regulation—meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.</p> <p>(2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held—</p> <p>(a) Ordinary council meetings.</p>
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	The meetings of the Council and Audit Committees should be set to coincide with the Act and Regulation requirements.
Risk:	

10.9

TENDER FOR NEW STAFF HOUSE – HATCH STREET

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	15 August 2023
Matters for Consideration:	To accept or reject the tender for the construction of a new 3 x 2 modular Staff House. Please refer to Appendix 3 .
Background:	The Shire went to tender for the supply and installation of a new 3x2 modular home. The Shire has made a budget allocation of \$600,000 which was sourced from borrowings.
Comments:	<p>The Shire has received only one compliant tender and the tender price came in at \$599,498 (ex GST). This price includes provisional sums in addition to the home (Carport, Alfresco, Veranda's) which include:</p> <ul style="list-style-type: none"> • Septics • Storm water • Rain Water Tank • Landscaping • Reticulation • Fencing • External concrete – Crossover, Veranda's , Car port, Alfresco • Air conditioners for each room <p>It is estimated that there will be an additional cost of approximately \$30,000 made up of Shire Wages, Water and Electrical Connections.</p> <p>This effectively takes us over our budgeted amount, we do have monies in our reserve account we could use to augment to differential.</p> <p>Given that the Shire only received one tender it is difficult to determine if we are receiving value for money, it is recommended that the Council reject the tender and then instruct the CEO go back to the market and determine if there are any other companies that are willing to supply a house to the same specifications and also determine the cost.</p>

<p>Statutory Environment:</p>	<p>Local Government (Functions and General) Regulations 1996 Reg 11</p> <p>(2)Tenders do not have to be publicly invited according to the requirements of this Division if —</p> <p style="padding-left: 40px;">I within the last 6 months —</p> <p style="padding-left: 80px;">(i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or</p> <p><u>Reg 20. Variation of requirements before entry into contract</u></p> <p>(1) If, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the local government wishes to make a minor variation in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirement subject to such variations in the tender as may be agreed with the tenderer.</p> <p>(2) If —</p> <p style="padding-left: 40px;">(a) the chosen tenderer is unable or unwilling to enter into a contract to supply the varied requirement; or</p> <p style="padding-left: 40px;">(b) the local government and the chosen tenderer cannot agree on any other variation to be included in the contract as a result of the varied requirement,</p> <p>that tenderer ceases to be the chosen tenderer and the local government may, instead of again inviting tenders, choose the tenderer, if any, whose tender the local government considered it would be the next most advantageous to it to accept.</p>
<p>Policy Implications:</p>	<p>Purchasing Policy</p>
<p>Financial Implications:</p>	<p>23/24 Budget – The Shire have borrowed \$600,000 from the WA Treasury for the purpose of constructing a new modular Staff House and this money has been received and is sitting in our municipal account waiting to expended for its intended purpose.</p>
<p>Strategic Implications:</p>	<p>Shire of Upper Gascoyne Integrated Strategic Plans 2022-2032 Key Objective 2 Economic Our Prosperity</p> <p style="padding-left: 40px;">Strategy 2.2.3 – Develop industrial, residential and commercial land development and seek investment opportunities.</p> <p style="padding-left: 40px;">Corporate Business Plan – 2.2.3.3</p> <p style="padding-left: 40px;"><i>Increase and upgrade Shire residential stock.</i></p>

Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Council Staff			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>Reject the tender (RFT: 02-2023-24) for the supply and installation of one(1) Three Bed, Two Bath Dwelling;</i> 2. <i>Authorise the CEO to seek further quotations for the supply and installation of one(1) Three bed, Two Bath Dwelling.</i> 			
Council Resolution No: 10082023					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A:					

10.10 ADOPTION OF 23/24 FEE'S AND CHARGES

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	15 August 2023
Matters for Consideration:	To accept and adopt the Schedule of Fees and Charges for the 2023 / 24 financial year as listed in Appendix 4 and for those fees and charges to come into effect as of the 1 st September 2023.
Background:	As part of the budget process, fees and charges are to be determined and applied.
Comments:	<p>A review of our current fees and charges was undertaken by staff and through this process, a shortfall in cost recovery was identified in various areas. To help bridge the gap and to provide some level of consolidation across our services, an increase has been applied to some of our fees and charges such as items like the rubbish charges, to better assist in our cost recovery efforts. Some new fees and charges have also been added to the schedule – particularly in the hire of our facilities.</p> <p>For ease of transition and application, we ask that the fees and charges be made effective as of 1st September 2023 meaning that any services provided on and after this date will be charged under the new fees and charges schedule for 2023/24.</p>
Statutory Environment:	<p>Local Government Act 1995 – Section 6.16</p> <p>(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.</p> <p>(2) A fee or charge may be imposed for the following —</p> <p>(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;</p> <p>(b) supplying a service or carrying out work at the request of a person;</p> <p>(c) subject to section 5.94, providing information from local government records;</p> <p>(d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;</p> <p>(e) supplying goods;</p> <p>(f) such other service as may be prescribed.</p> <p>(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.</p> <p>Local Government (Financial Management) Regulations 1996 Reg. 5 (2)(b)</p>

Policy Implications:		Nil			
Financial Implications:		2023/24 Budget			
Strategic Implications:					
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Staff			
Voting requirement:		Absolute Majority			
Officer's Recommendation:		<p><i>That Council –</i></p> <ol style="list-style-type: none"> <i>Adopt the schedule of fees and charges presented in Appendix 4 for the 2023 / 2024 financial year as part of adopting the 2023 / 2024 annual budget.</i> <i>Adopt the date of 1st September 2023 as the effective date for the 2023 / 2024 fees and charges.</i> 			
Council Resolution No: 11082023					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A:					

10.11 SELECTION CRITERIA PROVISION OF WATER CART SERVICES

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	Jarrod Walker – Manager Works & Services				
Date:	15 August 2023				
Matters for Consideration:	To determine selection criteria to award a contract for the provision of water cart services to the Shire of Upper Gascoyne.				
Background:	Gascoyne Group recently withdrew from their current contract for the provision of water carts services prior to the contract ending. The Shire has accepted their withdrawal and will need to retender for this service.				
Comments:	<p>Given that the cost to the Shire will exceed \$150,000 over the life of the contract we are required to either go to public tender or use the WALGA preferred suppliers. In our case the vast majority of those who would be interested are not a preferred supplier as such the public tender process would provide the best option to get companies to submit a competitive tender.</p> <p>Prior to going to a public tender, Council must approve and adopt a selection criteria for the tender.</p> <p>The recommended selection criteria is as follow:</p> <p>30% Price (\$ per hour)</p> <p>30% Quality and suitability of equipment</p> <p>30% Experience working remotely</p> <p>10% Methodology including safety and risk mitigation</p>				
Statutory Environment:	<p>Local Government Act 1995</p> <p>Local Government (Functions & General) Regulations 1996</p> <p>Reg. 14 (2a) If a local government —</p> <p>(a) is required to invite a tender; or</p> <p>(b) decides to invite a tender, the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.</p>				
Policy Implications:	Nil				
Financial Implications:	Future budgets				
Strategic Implications:					
Risk:	Low				
Risk	Risk Likelihood (based on history and with		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)

	existing controls)				
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Greenfields Technical Services			
Voting requirement:		Absolute Majority			
Officer's Recommendation:		<p><i>That Council endorse the tender decision making criteria for the provision of Water Cart services.</i></p> <p>30% <i>Price (\$ per hour)</i></p> <p>30% <i>Quality and suitability of equipment</i></p> <p>30% <i>Experience working remotely</i></p> <p>10% <i>Methodology including safety and risk mitigation</i></p>			
Council Resolution No: 12082023					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A:					

Applicant:	Shire of Upper Gascoyne				
Disclosure of Interest:	Nil				
Author:	John McCleary – Chief Executive Officer				
Date:	18 August 2023				
Matters for Consideration:	To consider entering into a Road Use Agreement with Hastings for the use of Carnarvon/Mullewa Road, Ullawarra Road and Edmund-Gifford Creek Road.				
Background:	<p>Hastings and the Shire have a current RUA where Hastings were going to use Lyndon Minnie Creek Road and ship out of Onslow; however, this has now changed and Hastings are looking to get their inputs from and export out of either Geraldton or Perth.</p> <p>Hastings have now requested that a new RUA is prepared so that they can use Ullawarra Road and Carnarvon / Mullewa Road.</p>				
Comments:	<p>A meeting between Hastings, the Deputy President, Manager of Works and Services and the CEO was undertaken on the 15th of August 2023 to discuss this request.</p> <p>As part of the discussions Hastings has agreed to funding a compliance officer, reimbursing payment for our legal costs and reimbursing the Shire for an Engineers report.</p>				
Statutory Environment:	Nil				
Policy Implications:	Nil				
Financial Implications:	Nil – All costs to prepare the RUA will be underwritten by Hastings.				
Strategic Implications:	<p>Key Objective 2 Economic</p> <p>Strategy 2.3.3 – Encourage diversity and growth of local business, industry and investment.</p> <p>CBP – 2.3.3.1 Look for opportunities to support economic growth and diversity</p>				
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or	Accept Officer Recommendation

Not meeting Statutory Compliance				Compliance Requirements	
Consultation:		Hastings Phil Mavor – Shires Legal Advisor			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council authorise the CEO to prepare a draft Road Use Agreement between the Shire and Hastings for the use of Carnarvon / Mullewa Road, Ullawarra Road and Edmund-Gifford Creek Road.</i>			
Council Resolution No: 13082023					
MOVED:		SECONDED:			
FOR: CR		AGAINST: CR			
F/A:					

11. MATTERS BEHIND CLOSED DOORS

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

14. ELECTED MEMBERS REPORTS

14.1 Cr Caunt

On the 4/8/23 gave an opening address to the Australian Golden Outback meeting that was held in the Shire chambers, looked to me to be a good turn out, and those attending I think were impressed with what we have to offer at the Junction, then on 15/8/23 John, Jarod and myself had a meeting with Hastings, regarding the use of the Ullawarra Rd, the main thing to come out of that for me is the position of a project manager to be appointed, which is agreed to by both parties, and after a lengthy discussion with Hastings and no doubt long discussion at the coming shire meeting the Ullawarra Rd being there final decision on their preferred Rd.

14.2 Cr Walker

Attended the Tourism Industry Sundowner on the 2/08/2023

14.3 Cr McTaggart

Nil to Report

14.4 Cr Hoseason-Smith

Nil to report

14.5 Cr McKeough

Nil to report

14.6 Cr Watters

Nil to report

15. OUTSTANDING COUNCIL MEETING RESOLUTIONS

Resolution N ^o	Subject	Status	Open / Close	Responsible Officer

16. MEETING CLOSURE

The Shire President closed the meeting at ____ pm.

APPENDIX 1

(List of Accounts Paid Report for July 2023)

Date: 01/08/2023
Time: 10:31:27AM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid and Submitted

USER: Corporate Services
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
EFT15786	07/07/2023	Australia Post Postage for Admin & CRC - June 2023	1		67.75
EFT15787	07/07/2023	Billie O'Sullivan Reimbursement of cupcakes from Sweek Cake Designs for Biggest Morning Tea	1		150.00
EFT15788	07/07/2023	Bt Equipment Pty Ltd T/as Tutt Byant Equipment P89 Roller - 2000hr service kit	1		922.05
EFT15789	07/07/2023	Carnarvon Growers Association Inc 2023/2024 Memebership Fee	1		16.50
EFT15790	07/07/2023	Carnarvon Electrics Install GPO and Relocate Existing data Behind TV	1		560.48
EFT15791	07/07/2023	Carnarvon Auto Service Pty Ltd t/a Carnarvon Tyres & Towing P106 Grader - Changeout drive tyres onsite	1		1,681.00
EFT15792	07/07/2023	Child Support Agency Payroll deductions	1		387.29
EFT15793	07/07/2023	Everywhere Travel Amendments to Jarrod Walker travel plans for King Island.	1		64.90
EFT15794	07/07/2023	Frontline Fire And Rescue Fire Control Uniforms - Paid through a grant.	1		1,772.30
EFT15795	07/07/2023	Gascoyne Office Equipment Printing costs for June 2023	1		1,126.33
EFT15796	07/07/2023	GNC Quality Precast Geraldton Concrete Crossing: Dalgety/Landor Brook - MRWA box culverts,slabs and headwalls as per Quote7171	1		88,880.00
EFT15797	07/07/2023	Interact Digital Advertising Social media Monthly target - June 2023	1		2,860.00
EFT15798	07/07/2023	IT Vision 2023/2024 Renewal of Synergysoft and Universe Annual License Fees for period 01/07/2023 to 30/06/2024	1		28,643.89
EFT15799	07/07/2023	Jolly's Tyre Service P117 Ford Ranger - Tyres	1		481.00
EFT15800	07/07/2023	The Trustee For Kempton Family Trust T/A The Junction Pub and Tourist Park Farewell for Sa Toomalatai Bar Tab and Nibbles	1		829.50
EFT15801	07/07/2023	Napa Auto Parts Filter kits for shire vehicles	1		1,259.36
EFT15802	07/07/2023	Norwest Refrigeration Services Repair Ice Machine. Inclusive of parts, travel, labour.	1		2,236.53
EFT15803	07/07/2023	Norwest Air Work Pty Ltd T/A Shark Bay Aviation Charter Flight for CEO Sharkbay to GJ Monday 3rd July 2023	1		1,630.00
		Outback Builders WA			

Date: 01/08/2023
Time: 10:31:27AM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid and Submitted

USER: Corporate Services
PAGE: 2

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Outback Builders WA					
EFT15804	07/07/2023	Remove and replace tiled floor and subfloor to bathroom and shower area 3 x ensuite Gascoyne junction accommodation unit.	1		15,631.36
Thinkproject Australia Pty Ltd T/a Ramm Software Pty Ltd					
EFT15805	07/07/2023	RAMM Transport Asset Annual Support and Maintenance Fee for the period 01/07/2023 to 30/06/2024	1		8,960.47
RepcO Pty Ltd					
EFT15806	07/07/2023	P139 - 81065BL - 50A Anderson Plug to Acc Socket	1		49.50
Shine Aviation Services					
EFT15807	07/07/2023	Charter flight Carnarvon to Exmouth return for RRG Meeting in Exmouth - CEO, Works Manager & 2 x Councilors	1		4,455.00
Team Global Express					
EFT15808	07/07/2023	Freight from 22.06.2023 to 29.06.2023	1		131.85
Truckline					
EFT15809	07/07/2023	1/2"male and female coupling fittings	1		2,598.50
Vanguard Press					
EFT15810	07/07/2023	Transport Fee and Handling Fee Tourism Promotion Wander Outback Brochures	1		235.52
West Australian Newspapers Ltd					
EFT15811	07/07/2023	Employment advert 21.6.23 booking ID 4773538.	1		782.68
John Leslie Mcclary					
EFT15812	14/07/2023	Reimbursement for Meals for WALGA / RRG Meeting, ACA Meeting & Vehicle Repairs	1		513.30
Carnarvon Auto Electrics					
EFT15813	14/07/2023	P122 - Battery AC Delco S95D31RHD	1		629.60
Generator Power (Australia) Pty Ltd					
EFT15814	14/07/2023	P79 Camp Trailer - HYW-20 T5-HYW-20M5 1000/H Service Kits	1		406.94
Genelite Pty Ltd					
EFT15815	14/07/2023	GL6000D Kubota Generator	1		9,897.80
Geraldton Fuel Company T/as Refuel Australia					
EFT15816	14/07/2023	Supply bulk fuel to Depot Self Bunded Tank - 4048 litres of diesel @ 1.7648	1		13,358.41
House Legal Pty Ltd					
EFT15817	14/07/2023	Prepare an ILUA - Hatch Street Land Development	1		275.00
IT Vision User Group					
EFT15818	14/07/2023	IT Vision User Group Membership renewal for 2023/2024	1		770.00
Jarrahbar Contracting					
EFT15819	14/07/2023	Freight from Perth to Gascoyne Junction	1		3,019.50
Lynford Motors					
EFT15820	14/07/2023	Suuply 1x Ford Ranger 2022 Double Cab Chassis XLT 3.0L V6 10SPD Auto 4x4	1		77,715.65
Officeworks					
EFT15821	14/07/2023	CRC and Administration Office Supplies	1		643.77
Shire Of Carnarvon					
EFT15822	14/07/2023	Contribution to the Community Emergency Services Manager (CESM) for January 2023 to 30.06.2023.	1		10,077.32

Date: 01/08/2023
Time: 10:31:27AM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid and Submitted

USER: Corporate Services
PAGE: 3

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Team Global Express					
EFT15823	14/07/2023	Fright for parts 30.06.2023 to 03.07.2023	1		213.74
Westrac Pty Ltd					
EFT15824	14/07/2023	Stock - 100 x 7D-1158 cutting edge	1		21,414.92
Woolworths Limited					
EFT15825	19/07/2023	Refreshments for June Council Meeting	1		210.30
Telstra Limited					
EFT15826	24/07/2023	Telstra Fixed Line - Usage Charges - 02.06.2023 to 01.07.2023 Service Charges 02.07.2023 to 01.08.2023	1		562.96
Department Of Transport					
EFT15827	28/07/2023	Plant and Vehicle Licencing 2023, 01.08.2023 to 31.07.2024	1		8,769.45
Pivotel Satellite Pty Ltd					
EFT15828	28/07/2023	Phone Costs:Satellite Road Crew - Satelite Phone Charges - Usage 15.06.2023 to 14.07.2023 Service 15.07.2023 to 14.08.2023	1		726.44
Telstra Limited					
EFT15829	28/07/2023	Telstra Mobile Data - Usage Charges - 20.05.2023 to 19.07.2023, Service Charges 20.07.2023 to 19.08.2023	1		525.63
LGIS BROKING					
EFT15830	28/07/2023	Insurance - Salary Continuance - 2023/24	1		10,916.65
LGIS					
EFT15831	28/07/2023	Insurance - Liability, WorkCare & Property insurance 2023/2024 Payment 1/2	1		139,638.38
Water Corporation					
EFT15832	28/07/2023	Water Consumption 08.05.2023 to 010.07.2023 - Service Charges 01.07.2023 to 31.08.2023 63 Days	1		16,125.41
AIT Specialists Pty Ltd					
EFT15833	28/07/2023	Monthly Fee for determination of Fuel Tax Credits 2022/2023 - June	1		593.34
Bt Equipment Pty Ltd T/as Tutt Byant Equipment					
EFT15834	28/07/2023	P89 - Auto belt tensioner	1		777.01
Canine Control A Division Of Trepheene Pty Ltd					
EFT15835	28/07/2023	Ranger Peter Smith - Ranger services Wednesday 19 & 20th July 2023	1		2,200.00
Carnarvon Auto Electrics					
EFT15836	28/07/2023	P114 - Purchase of Battery, Anderson Plug and fuse holder.	1		495.55
Carnarvon Growers Association Inc					
EFT15837	28/07/2023	Two Rivers Park - Cap & Gasket	1		75.74
Cherie Jessica Walker					
EFT15838	28/07/2023	Reimbursement - Purchase of Food for the Biggest Morning Tea.	1		35.44
Child Support Agency					
EFT15839	28/07/2023	Payroll deductions	1		387.29
Grants Empire					
EFT15840	28/07/2023	Rec Boating & Facilities Grant - Gascoyne Riverbank Facilities - Payment 1/2	1		462.00
Geraldton Trophy & Engraving Centre					
EFT15841	28/07/2023	Councillor Name plaques	1		154.55
Hodsh Pty Ltd - Trading as: Instant Racking					

Date: 01/08/2023
Time: 10:31:27AM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid and Submitted

USER: Corporate Services
PAGE: 4

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
Hodesh Pty Ltd - Trading as: Instant Racking					
EFT15842	28/07/2023	Storage Units for Shed	1		732.00
Autopro					
EFT15843	28/07/2023	H/DUTY DEGREASER	1		437.85
Paul D Kearney - Carpenter & Joiner					
EFT15844	28/07/2023	SH06 - Supply labor and materials to remove kitchen / lounge wall. Patch and flush wall ceiling and cornice.	1		3,135.00
Local Health Auth. Analytical Committee					
EFT15845	28/07/2023	Health Services: Analytical 2023/2024	1		396.00
Miracle Recreation Equipment					
EFT15846	28/07/2023	LIB-092 Roof replacement. Yellow.	1		4,620.00
North Coast Plant Hire					
EFT15847	28/07/2023	Mt Sandiman - Water cart hire for road maintenance 14th & 15th June 2023	1		4,400.00
Parscape					
EFT15848	28/07/2023	Supply 28 replacement plants in 5L pots, incl transport to Carnarvon.	1		2,253.68
The Trustee For Perarda Family & Co T/A Pridham Mechanical					
EFT15849	28/07/2023	P89 Roller - 2000 hr Service	1		14,885.16
R & L Couriers					
EFT15850	28/07/2023	Freight for CRC - Sock Week	1		34.38
Team Global Express					
EFT15851	28/07/2023	Freight for Works & Signs 12.07.2023 to 19.07.2023	1		2,967.65
Mativa Toomalatai					
EFT15852	28/07/2023	Housing Bond Refund - 23 Gregory Street, Gascoyne Junction WA 6705	1		500.00
Town Planning Innovations Pty Ltd					
EFT15853	28/07/2023	Sub division application - General Planniong Services, Certificate of Title.	1		154.77
Westrac Pty Ltd					
EFT15854	28/07/2023	P100 - 9000 hr service - complete remainder of service - Labour	1		4,049.21
Department of Transport (AGENT CHARGES)					
EFT15855	04/07/2023	Motor Vehicle License Fees - CRC Collection for period 30.06.2023	1		157.85
Department of Transport (AGENT CHARGES)					
EFT15856	24/07/2023	Motor Vehicle licence fees - CRC Collection 24.07.2023	1		78.80
Super Directions Fund					
DD10497.1	05/07/2023	Superannuation contributions	1		300.02
The Trustee For Aware Super					
DD10497.2	05/07/2023	Superannuation contributions	1		4,363.88
Australian Retirement Trusts					
DD10497.3	05/07/2023	Superannuation contributions	1		933.45
MLC Masterkey Super					
DD10497.4	05/07/2023	Superannuation contributions	1		848.11
ANZ Smart Choice Super					

Date: 01/08/2023
Time: 10:31:27AM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid and Submitted

USER: Corporate Services
PAGE: 5

Cheque /EFT No	Date	Name Invoice Description	Bank Code	INV Amount	Amount
		ANZ Smart Choice Super			
DD10497.5	05/07/2023	Superannuation contributions	1		494.76
		Australian Super			
DD10497.6	05/07/2023	Superannuation contributions	1		279.15
		AMP Flexible Super			
DD10497.7	05/07/2023	Superannuation contributions	1		743.78
		NGS Super			
DD10497.8	05/07/2023	Superannuation contributions	1		382.54
		CBUS			
DD10497.9	05/07/2023	Superannuation contributions	1		339.84
		Department of Transport (AGENT CHARGES)			
DD10510.1	10/07/2023	Motor Vehicle licence fees - CRC Collection receipt 20677 & 20678	1		88.85
		Super Directions Fund			
DD10514.1	19/07/2023	Superannuation contributions	1		316.59
		The Trustee For Aware Super			
DD10514.2	19/07/2023	Superannuation contributions	1		4,682.94
		Australian Retirement Trusts			
DD10514.3	19/07/2023	Superannuation contributions	1		981.19
		MLC Masterkey Super			
DD10514.4	19/07/2023	Superannuation contributions	1		848.11
		ANZ Smart Choice Super			
DD10514.5	19/07/2023	Superannuation contributions	1		494.76
		Australian Super			
DD10514.6	19/07/2023	Superannuation contributions	1		279.15
		AMP Flexible Super			
DD10514.7	19/07/2023	Superannuation contributions	1		743.78
		NGS Super			
DD10514.8	19/07/2023	Superannuation contributions	1		382.54
		CBUS			
DD10514.9	19/07/2023	Superannuation contributions	1		339.84
		Wa Treasury Corporation			
DD10524.1	25/07/2023	Government Guarantee Fee For Period Ending 31 December 2022, Government Guarantee Fee For Period 01.07.2023 to 31.12.2023	1		3,102.01
		Commonwealth Mastercard			
DD10525.1	20/07/2023	Change of number plates for Thomas F ute 1HUF043 to GU373	1		18.90

Date: 01/08/2023
Time: 10:31:27AM

SHIRE OF UPPER GASCOYNE
List of Accounts Paid and Submitted

USER: Corporate Services
PAGE: 6

Cheque /EFT	Name	Bank	INV	
No	Date	Code	Amount	Amount

TOTAL INVOICES BY PAYMENT TYPE

Direct Debit / BPAY	20,964.19
EFT	526,808.20

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	547,772.39
TOTAL		547,772.39
TOTAL CREDIT NOTES		0.00
TOTAL PAYMENTS LESS CREDIT NOTES		547,772.39

APPENDIX 2

(Adoption of the 2023-2024 Annual Budget)



Shire of Upper Gascoyne

Lot 4 Scott Street

Gascoyne Junction WA 6705

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SHIRE OF UPPER GASCOYNE

ANNUAL STATUTORY BUDGET

FOR THE YEAR ENDING 30 JUNE 2024

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

**SHIRE OF UPPER GASCOYNE
ANNUAL STATUTORY BUDGET
FOR THE YEAR ENDING 30 JUNE 2024
CONTENTS PAGE**

	Page	Note
Financial Statements		
Statement of Comprehensive Income by Nature or Type	3	
Statement of Cash Flows	4	
Statement of Financial Activity	5	
Notes to and Forming Part of the Budget		
Significant Accounting Policies	6	1
Rates	16	2
Specified Area Rate	19	3
Service Charges	19	4
Operating Revenue	20	5
Operating Expenses	21	6
Disposal of Assets	23	7
Capital Expenditure	24	8
Borrowings	26	9
Reserves	27	10
Notes to the Statement of Cash Flows	28	11
Net Current Assets	29	12
Trust Funds	30	13
Major Land Transactions	30	14
Trading Undertakings and Major Trading Undertakings	30	15
Joint Venture Arrangements	30	16
Lease Liabilities	31	17
Program Information	32	18

SHIRE OF UPPER GASCOYNE
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDING 30 JUNE 2024
BY NATURE OR TYPE

		Budget	Actual	Budget
		23 / 24	22 / 23	22 / 23
	Note	\$	\$	\$
Revenue				
Rates	2(a)	1,569,497	1,443,635	1,254,149
Operating Grants, Subsidies and Contributions	18	11,769,451	13,355,316	14,018,431
Fees and Charges	5(a)	33,667	47,862	33,582
Interest Earnings	5(b)	57,000	99,250	11,000
Other Revenue	5(c)	367,679	590,724	176,062
		<u>13,797,294</u>	<u>15,536,787</u>	<u>15,493,224</u>
Expenses				
Employee Costs		(1,650,660)	(1,473,615)	(1,419,413)
Materials and Contracts		(13,934,447)	(8,693,693)	(14,607,162)
Utility Charges		(217,205)	(198,640)	(168,485)
Depreciation on Non-current Assets	6(a)	(3,430,570)	(3,513,772)	(3,233,745)
Finance Cost	6(b)	(194,284)	(290,975)	(185,672)
Insurance Expenses		(236,284)	(244,962)	(280,527)
Other Expenditure		(118,815)	(98,260)	(82,800)
		<u>(19,782,265)</u>	<u>(14,513,917)</u>	<u>(19,977,804)</u>
Operating Surplus / (Deficit)		<u>(5,984,971)</u>	<u>1,022,870</u>	<u>(4,484,580)</u>
Other Revenue and Expenses				
Capital Grants, Subsidies and Contributions	18	11,263,836	4,757,152	4,214,640
Profit on Disposal of Assets	7	109,057	51,906	1,154
(Loss) on Disposal of Assets	7	(4,170)	-	(22,591)
Net Result		<u>5,383,752</u>	<u>5,831,928</u>	<u>(291,377)</u>
Other Comprehensive Income				
Changes on Revaluation of Non-current Assets		-	-	-
		-	-	-
Total Comprehensive Income		<u><u>5,383,752</u></u>	<u><u>5,831,928</u></u>	<u><u>(291,377)</u></u>

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

**SHIRE OF UPPER GASCOYNE
ANNUAL STATUTORY BUDGET
FOR THE YEAR ENDING 30 JUNE 2024
STATEMENT OF CASH FLOWS**

		Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	Note	\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		1,569,497	1,443,635	1,254,149
Operating Grants, Subsidies and Contributions		11,769,451	13,717,935	14,018,431
Fees and Charges		33,667	47,862	33,582
Interest Earnings		57,000	99,250	11,000
Other Revenue		367,679	588,881	176,062
		<u>13,797,294</u>	<u>15,897,563</u>	<u>15,493,224</u>
Payments				
Employee Costs		(1,650,660)	(1,572,144)	(1,419,413)
Materials and Contracts		(13,934,447)	(10,435,619)	(14,607,162)
Utility Charges		(217,205)	(198,640)	(168,485)
Finance Cost		(194,284)	(290,975)	(185,672)
Insurance Expenses		(236,284)	(244,962)	(280,527)
Other Expenditure		(118,815)	(98,260)	(82,800)
		<u>(16,351,695)</u>	<u>(12,840,600)</u>	<u>(16,744,059)</u>
Net Cash provided by / (used in) Operating Activities		<u>(2,554,401)</u>	<u>3,056,963</u>	<u>(1,250,835)</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Capital Grants, Subsidies and Contributions	18	11,263,836	4,757,152	4,214,640
Proceeds from Sale of Fixed Assets	7	200,000	221,592	200,000
Payments for purchase of Land and Buildings	8(a)	(1,057,000)	(159,655)	(160,530)
Payments for purchase of Furniture and Equipment	8(a)	(20,000)	(25,598)	(90,000)
Payments for purchase of Plant and Equipment	8(a)	(848,422)	(1,282,073)	(1,325,000)
Payments for construction of Infrastructure - Roads	8(b)	(11,152,191)	(4,378,538)	(3,084,202)
Payments for construction of Infrastructure - Other	8(b)	(997,711)	(1,764,016)	(1,823,653)
Net Cash used in Investing Activities		<u>(2,611,488)</u>	<u>(2,631,136)</u>	<u>(2,068,745)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of Long Term Borrowings	9(b)	(155,279)	(126,842)	(126,841)
Proceeds from New Long Term Borrowings	9(b)	600,000	-	-
Principal payments of finance lease payments	17	(6,685)	(6,612)	(6,791)
Net cash provided by (used in) Financing Activities		<u>438,036</u>	<u>(133,454)</u>	<u>(133,632)</u>
Net Increase / (Decrease) in Cash Held		(4,727,853)	292,374	(3,453,212)
Cash at Beginning of Year		7,130,748	6,838,375	6,838,374
Cash and Cash Equivalents at the End of the Year		<u>2,402,895</u>	<u>7,130,748</u>	<u>3,385,162</u>

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

**SHIRE OF UPPER GASCOYNE
ANNUAL STATUTORY BUDGET
FOR THE YEAR ENDING 30 JUNE 2024
STATEMENT OF FINANCIAL ACTIVITY**

		Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	Note	\$	\$	\$
OPERATING ACTIVITIES				
Net Current Assets at 01 Jul - Surplus / (Deficit)	12	4,713,630	2,591,240	2,789,186
Revenue from Operating Activities				
Operating Grants, Subsidies and Contributions	18	11,769,451	13,355,316	14,018,431
Fees and Charges	5(a)	33,667	47,862	33,582
Interest Earnings	5(b)	57,000	99,250	11,000
Other Revenue	5(c)	367,679	590,724	176,062
Profit on Disposal of Assets	7	109,057	51,906	1,154
		<u>12,336,854</u>	<u>14,145,058</u>	<u>14,240,229</u>
Expenditure from Operating Activities				
Employee Costs		(1,650,660)	(1,473,615)	(1,419,413)
Materials and Contracts		(13,934,447)	(8,693,693)	(14,607,162)
Utility Charges		(217,205)	(198,640)	(168,485)
Depreciation on Non-current Assets	6(a)	(3,430,570)	(3,513,772)	(3,233,745)
Finance Cost	6(b)	(194,284)	(290,975)	(185,672)
Insurance Expenses		(236,284)	(244,962)	(280,527)
Other Expenditure		(118,815)	(98,260)	(82,800)
Loss on Disposal of Assets	7	(4,170)	-	(22,591)
		<u>(19,786,435)</u>	<u>(14,513,917)</u>	<u>(20,000,395)</u>
Excluded Non-cash Operating Activities				
(Profit) / Loss on Disposal of Assets	7	(104,887)	(51,906)	21,437
Movement in Land Held for Resale		-	-	-
Movement in Employee Benefits Provisions		131	(62,500)	93,202
Movement in Fair Value of LG House Trust		-	(1,843)	-
Depreciation and Amortisation on Assets	6(a)	3,430,570	3,513,772	3,233,745
Amount Attributable to Operating Activities		<u>(4,123,767)</u>	<u>3,028,664</u>	<u>(2,411,782)</u>
INVESTING ACTIVITIES				
Inflows from Investing Activities				
Capital Grants, Subsidies and Contributions	18	11,263,836	4,757,152	4,214,640
Proceeds from Disposal of Assets	7	200,000	221,592	200,000
		<u>11,463,836</u>	<u>4,978,744</u>	<u>4,414,640</u>
Outflows from Investing Activities				
Payments for Property, Plant and Equipment Purchases	8(a)	(1,925,422)	(1,467,326)	(1,575,530)
Payments for construction of Infrastructure	8(b)	(12,149,902)	(6,142,554)	(4,907,855)
		<u>(14,075,324)</u>	<u>(7,609,880)</u>	<u>(6,483,385)</u>
Amount Attributable to Investing Activities		<u>(2,611,488)</u>	<u>(2,631,136)</u>	<u>(2,068,745)</u>
FINANCING ACTIVITIES				
Inflows from financing activities				
Transfers from Reserves (Restricted Assets)	10	91,092	873,909	967,728
Proceeds from New Long Term Borrowings	9(b)	600,000	-	-
		<u>691,092</u>	<u>873,909</u>	<u>967,728</u>
Outflows from financing activities				
Repayment of Long Term Borrowings	9(a)	(155,279)	(126,842)	(126,841)
Principal payments of finance lease payments	17	(6,685)	(6,612)	(6,791)
Transfers to Reserves (Restricted Assets)	10	(77,000)	(459,229)	(396,904)
		<u>(238,964)</u>	<u>(592,683)</u>	<u>(530,536)</u>
Amount Attributable to Financing Activities		<u>452,128</u>	<u>281,226</u>	<u>437,192</u>
Surplus / (Deficit) before General Rates		<u>(1,569,497)</u>	<u>3,269,995</u>	<u>(1,254,149)</u>
Total Amount raised from General Rates	2(a)	1,569,497	1,443,635	1,254,149
Net Current Assets at 30 Jun - Surplus / (Deficit)	12	<u>-</u>	<u>4,713,630</u>	<u>-</u>

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

2023 Actual figures are as at 16 August 2023 and remain subject to audit.

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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

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

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget or required by legislation.

(b) Initial Application of Accounting Standards

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates.
- AASB 2021-6 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards.
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards.

It is not expected these standards will have an impact on the annual budget.

(c) New Accounting Standards Applicable in Future Years

The following new accounting standards will have application to local government in future years.

- AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections (deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply)
- AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants
- AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

It is not expected these standards will have an impact on the annual budget.

(d) The Local Government Reporting Entity

The Australian Accounting Standards define local government as a reporting entity which can be a single entity or a group comprising a parent and all its subsidiaries. All funds controlled by the Shire in order to provide its services have formed part of the following report. Transactions and balances related to these controlled funds, such as transfers to and from reserves, were eliminated during the preparation of the report.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2023**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) The Local Government Reporting Entity (Continued)

Funds held in Trust, which are controlled but not owned by the Shire, do not form part of the financial statements. Further information on the Shire funds in Trust are provided in Note 13.

(e) Rounding of Amounts

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

(f) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (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 where applicable. 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 in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(g) Judgements, Estimates and Assumptions

The preparation of the annual budget 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 the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

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

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

(h) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

(i) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

(j) Current and Non-current Classification

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if it is not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

(k) Superannuation

The Shire contributes to a number of superannuation funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2023**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Cash and Cash Equivalents

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

Term deposits with an original maturity date of greater than 3 months are classified as financial assets and are not included as cash and cash equivalents.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 12 - Net Current Assets.

(m) Financial Assets at Amortised Cost

The Shire classifies financial assets at amortised cost if both the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

(n) Recognition of Assets

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

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

(o) Contract Assets

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at the end of the period.

(p) Trade and Other Receivables

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

Trade receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected credit loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs related to completion and its sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) Fixed Assets

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

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

Gains and Losses on Disposal

Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period in which they arise.

Depreciation of Non-current Assets

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Asset	Years
Buildings	3 to 80 years
Furniture and equipment	1 to 20 years
Plant and equipment	1 to 25 years
Other infrastructure	5 to 50 years
Sealed roads and streets	
formation	not depreciated
pavement	39 years
seal	20 years
Formed subgrade	not depreciated
Unformed subgrade	not depreciated
Gravel Roads	
formation	not depreciated
pavement	28 years
Footpaths - slab	40 years
Drainage	30 - 108 years
Bridges	100 years

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Interest in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interest in the assets liabilities revenue and expenses of joint operations are include in the respective lines items of the financial statements.

(t) Trade and Other Payables

Trade and other payables are unpaid current liabilities owed for goods and services provided to the Council prior to the end of the financial year and arise when the Shire becomes obliged to make future payments in respect of these goods and services. The amounts are unsecured are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

(u) Prepaid Rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

(v) Employee Benefits

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as part of current trade and other payables in the determination of the net current asset position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period in which case the obligations are presented as current provisions.

(w) Contract Liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer. Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

(x) Borrowing Costs

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

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(y) Provisions

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

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

(z) Leases

At the inception of a contract, the Shire assesses whether the contract is or contains, a lease. A contract is, or contains a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

(aa) Lease Liabilities

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

(ab) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

All amounts received as grants, subsidies and contributions that are not capital 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.

Revenue from Contracts with Customers

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

Profit on Asset Disposal

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

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

Service Charges

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

Interest Earnings

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

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(ab) Nature or Type Classifications (Continued)

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on Asset Disposal

Loss on the disposal of fixed assets.

Depreciation on Non-current Assets

Depreciation and amortisation expense raised on all classes of assets.

Finance Cost

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

Other Expenditure

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

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(ac) Program Classifications (Function / Activity)

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

GOVERNANCE

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER AND PUBLIC SAFETY

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Control of the quality of food and water. Environmental Health Officer twice per year.

EDUCATION AND WELFARE

Provide a range of appropriate services via the Community Resource Centre.

HOUSING

Provide housing for staff.

COMMUNITY AMENITIES

Rubbish collection services, operation of rubbish disposal sites, litter control, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

Maintenance of public use buildings and areas including various sporting facilities. Provision and maintenance of parks, gardens, and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES

Tourism and area promotion. Building Control.

OTHER PROPERTY AND SERVICES

Private works operation, plant repair and operation costs and engineering operation costs.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns / Refunds / Warranties	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming	Single point in time	Full payment prior to issue	None	On payment and issue of the licence, registration or approval

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations satisfied	Payment terms	Returns / Refunds / Warranties	Revenue recognition
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	On entry or at conclusion of hire
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

2. RATE REVENUE

The following are the proposed Differential General Rates and Minimum Payments for the Shire of Upper Gascoyne for the 23/24 financial year.

(a) General Rates

Rate Type	Rateable Value	Valuation	Number of Properties	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	#	\$	\$	\$
GRV Town	120,705	0.105000	13	12,674	12,674	12,674
UV Rural	1,640,467	0.090000	26	147,642	114,021	114,021
UV Mining	4,390,372	0.298000	216	1,308,331	1,036,065	1,029,504
Total General	6,151,544		255	1,468,647	1,162,760	1,156,199

Minimum Rates

Rate Type	Rateable Value	Minimum	Number of Properties	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	#	\$	\$	\$
GRV Town	27,247	500	12	6,000	6,000	6,000
UV Rural	22,319	900	12	10,800	11,700	11,700
UV Mining	121,406	950	79	75,050	71,250	71,250
Total Minimum	170,972		103	91,850	88,950	88,950

Total General and Minimum	6,322,516		358	1,560,497	1,251,710	1,245,149
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Other Rate Revenue

Rates Written Off				(5,000)	-	(5,000)
Interim Rates				11,000	191,925	11,000
Facilities Fees (Ex Gratia)				3,000	-	3,000
Total Funds Raised from Rates				1,569,497	1,443,635	1,254,149

(b) Interest Charges and Instalments

Source of Revenue

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	\$
Interest on Unpaid Rates	3,000	9,961	3,000
Interest on Instalments Plan	1,000	1,049	1,000
Total Interest	4,000	11,010	4,000

Administration Charges	1,000	261	1,000
Total Charges	5,000	11,271	5,000

	Instalment Dates	Admin Charge	Instalment Plan	Unpaid Rates
	23 / 24	\$	%	%
First Due Date	04 Oct 2023	0.00	5.50%	11.0%
Second Instalment	06 Dec 2023	5.00	5.50%	11.0%
Third Instalment	07 Feb 2024	5.00	5.50%	11.0%
Fourth Instalment	11 Apr 2024	5.00	5.50%	11.0%

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

2. RATE REVENUE (Continued)

(c) Objectives and Reasons for Differential Rating

In accordance with Section 6.36 of the Local Government Act 1995, the Shire of Upper Gascoyne is required to publish its Objects and Reasons for implementing Differential Rates.

The objective of Council's rates is to collect revenue on an equitable basis in order that services to ratepayers can be provided throughout the Shire. The rates are raised to achieve a balanced budget. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.33 of the Local Government Act 1995 provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Upper Gascoyne. The application of differential rating maintains equity in the rating of properties across the Shire, enabling the Council to provide facilities, infrastructure and services to the entire community and visitors.

Council has considered the Key Values contained within the Rating Policy Differential Rates (s.6.33) March 2016 released by the Department of Local Government, Sport and Cultural Industries, being:

- (a) Objectivity
- (b) Fairness and Equity
- (c) Consistency
- (d) Transparency and Administrative Efficiency

A copy of the policy can be obtained from

<https://www.dlqsc.wa.gov.au/department/publications/publication/rating-policy-differential-rates>

Council strive to deliver on the objectives of its long term strategic plans. A big part of achieving these goals is consistency and efficiencies. We are committed to ensuring our community is sustainable going into the future and that we can continue to deliver quality services and infrastructure to our community.

This year's budget has taken a longer term view as to the ongoing sustainability of the Shire, rising costs attributable to the employment market; availability of contractors; inflation; rise in insurance costs; increased cost of flood damage claims; increased costs associated with legislative compliance and increased usage on our road network from Tourists and the Pastoral and Mining sector.

Based on current calculations the proposed rating for the 23/24 period will deliver \$1,560,497. Council has reviewed its expenditure and considered efficiency measures as part of its budget deliberations that will assist in managing the overall budget. In particular the following actions have been undertaken:

- Continuation of a 10/4 with an 11 hour per day work roster for the Road crews to reduce mobilisation costs.
- Provide onsite mobile accommodation for the outside crew, reducing lost productive time associated with travelling.
- Strategically placed fuel storage depots throughout the Shire so the outside crew do not have to wait for fuel supplies.
- Have established a further 32 bores and additional borrow pits to reduce the cartage distance to works and hence improve productivity.
- Continuation of camping out on jobs for Road crews when more than 50km from town to reduce time spent traveling to jobs and increase the time spent working on the roads.
- A continued focus by officers in leveraging council resources to attract grant funding.
- Multi skilling of all employees.
- Continued training of employees to improve their knowledge and productivity.
- Purchase modern equipment that is designed to do the job, reducing down time and reduce maintenance costs.
- Resource sharing where possible.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

2. RATE REVENUE (Continued)

(d) Differential General Rates

The Local Government Act 1995 determines that properties of a Non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties within the Shire of Upper Gascoyne every three years and assigns a GRV. The current valuation is effective from 1 July 2022. Interim valuations are provided monthly to Council by the Valuer General for properties where changes have occurred (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning etc). In such instances Council recalculates the rates for the affected properties and issues interim rates notices.

GRV - General

Consists of properties predominately located within the Gascoyne Junction townsite boundaries with a predominant residential use and is valued by the Valuer General on a GRV basis. This category is considered by Council to be the base rate by which all other GRV rated properties are assessed. The properties were last assessed on the Valuer General on 1 July 2022. The rate reflects an adequate contribution to the rate burden on the Shire to deliver services, carry out maintenance of public facilities and infrastructure and to meet the objectives as set out in the Strategic Community Plan and other statutory requirements.

Minimum Rates - GRV General

The setting of minimum rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount. A minimum rate of \$500 has been set for the GRV-General category. The minimum rate reflects an adequate contribution to the rate burden on the Shire to deliver services, carry out maintenance of public facilities and infrastructure and to meet the objectives as set out in the Strategic Community Plan and other statutory requirements.

The minimum rate for the GRV-General category is set to ensure that less than 50% of the properties in this category are on the minimum rate to ensure compliance with Section 6.35 of the Local Government Act 1995.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

2. RATE REVENUE (Continued)

(e) Unimproved Value (UV)

Properties that are predominantly of a rural purpose are assigned an Unimproved Value that is supplied and updated by the Valuer General on an annual basis from 1 July of the current year. The rate in the dollar set for the UV-Rural category forms the basis for calculating all other UV differential rates

UV - Rural (The base rate for Unimproved Value)

Consists of properties that are exclusively for pastoral/rural use and is considered to be the base rate by which all other UV rated properties are assessed.

This category has been rated to reflect an adequate contribution on the maintenance and renewal of the Shires extensive 1900km road network, and other associated transport infrastructure required to support the ongoing sustainability of the Shire's road network. These properties have access to all other services and facilities provided by the Shire.

Minimum Rates - UV Rural

The setting of minimum rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount. A minimum rate of \$900 has been set for the UV-Rural category.

The proposed minimum payment reflects an adequate contribution on the maintenance and renewal of the Shires extensive 1900km road network, and to provide other services such as Biosecurity, inclusive of Wild Dog Control. These properties have access to all other services and facilities provided by Council.

The minimum rate for the UV-Rural category is set to ensure that less than 50% of the properties in this category are on the minimum rate to ensure compliance with Section 6.35 of the *Local Government Act 1995*.

UV - Mining

This category covers all Mining Leases, Exploration Licences, Prospecting Licences, Retention Licences, General Purpose Leases, Special Prospecting Leases for Gold and Miscellaneous Licences as defined under the Mining Act 1978.

Consists of properties that are used for mining, exploration or prospecting purposes. The Unimproved Value is supplied and updated by the Valuer General on both an annual basis from 1 July and a monthly basis thereafter for new tenement grants, deaths and other changes.

The reasons for this category is to reflect the impact on utilisation of rural infrastructure (comparative to Rural) by heavy transport and associated higher traffic volumes and heavy equipment on the shires extensive 1900km road network. The larger scale equipment, frequency of movement, size and operations of mining result in the shires road network requiring additional on-going maintenance and renewal to service these users. Further, these properties have access to all other services and facilities provided by Council.

Minimum Rates - UV Mining

The setting of minimum rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount. A minimum rate of \$950 has been set for the UV-Mining category.

The reasons for this category is to reflect the impact on utilisation of rural infrastructure (comparative to Rural) by heavy transport and associated higher traffic volumes and heavy equipment on the shires extensive 1900km road network. The larger scale equipment and operations of mining result in the shires road network requiring additional on-going maintenance and renewal to service these users. Further, these properties have access to all other services and facilities provided by Council.

The minimum rate for the UV-Mining category is set to ensure that less than 50% of the properties in this category are on the minimum rate to ensure compliance with Section 6.35 of the *Local Government Act 1995*.

(f) Rate Payment Discounts, Waivers and Concessions

No Discounts, Waivers or Concessions in relation to Rates are proposed for 2023/24

3. SPECIFIED AREA RATE

No Specified Area Rates will be levied in the 2023/24 financial year

4. SERVICE CHARGES

No Service Charges will be imposed in the 2023/24 financial year

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

5. OPERATING REVENUE

(a) Fees and Charges

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Program	\$	\$	\$
Governance	1,000	200	1,000
Law, Order, Public Safety	9,307	9,227	8,372
Health	1,250	483	1,000
Education and Welfare	-	17	-
Community Amenities	5,760	5,015	5,760
Recreation and Culture	14,600	10,609	14,600
Economic Services	1,500	22,311	2,600
Other Property and Services	250	-	250
Total Fees and Charges	33,667	47,862	33,582

(b) Interest Earnings

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Source of Revenue	\$	\$	\$
Interest on Reserves	3,000	3,564	2,000
Other Funds	50,000	84,676	5,000
Other Interest Revenue (Refer to Note 2(b))	4,000	11,010	4,000
Total Interest Earnings	57,000	99,250	11,000

(c) Other Revenue

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Source of Revenue	\$	\$	\$
Reimbursements	115,000	335,359	15,500
Other Revenue	252,679	255,365	160,562
Total Other Revenue	367,679	590,724	176,062

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

6. OPERATING EXPENSES

(a) Depreciation

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
By Program	\$	\$	\$
Governance	36,500	36,423	41,000
Law, Order, Public Safety	24,464	22,240	-
Education and Welfare	8,700	8,676	9,700
Housing	19,600	19,659	20,600
Community Amenities	1,947	1,868	2,200
Recreation and Culture	105,000	105,128	72,700
Transport	2,657,300	2,657,227	2,568,100
Economic Services	231,200	231,233	149,900
Other Property and Services	345,859	431,318	369,545
Total Depreciation by Program	<u>3,430,570</u>	<u>3,513,772</u>	<u>3,233,745</u>
By Class			
Land and Buildings	286,100	154,313	186,600
Furniture and Equipment	19,100	19,136	20,300
Plant and Equipment	356,206	433,768	390,845
Roads	2,545,400	2,553,126	2,458,600
Other Infrastructure	223,764	353,429	177,400
Total Depreciation by Class	<u>3,430,570</u>	<u>3,513,772</u>	<u>3,233,745</u>

(b) Interest Expenses (Finance Costs)

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Loan Description	\$	\$	\$
Borrowings (Refer to Note 9)	44,284	32,539	35,672
Overdraft	150,000	258,288	150,000
Lease Liability	-	148	-
Total Finance Cost	<u>194,284</u>	<u>290,975</u>	<u>185,672</u>

(c) Auditor Remuneration

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Service Provided	\$	\$	\$
Audit Services	48,000	45,225	48,000
Total Auditing Expense	<u>48,000</u>	<u>45,225</u>	<u>48,000</u>

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

6. OPERATING EXPENSES (Cont)

(d) Elected Members Remuneration

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Fees, Expenses and Allowances Paid	\$	\$	\$
Cr. Donald Hammarquist			
President's annual allowance	-	18,851	20,565
Meeting attendance fees	-	18,354	20,022
Other expenses	-	-	286
Annual allowance for ICT expenses	-	3,208	3,500
Travel and accommodation expenses	-	-	2,214
Annual allowance for travel and accommodation expenses	-	1,133	3,500
	-	41,546	50,087
Vacancy			
President's annual allowance	20,875	-	-
Meeting attendance fees	20,325	-	-
Other expenses	286	-	-
Annual allowance for ICT expenses	3,500	-	-
Travel and accommodation expenses	4,286	-	-
Annual allowance for travel and accommodation expenses	3,000	-	-
	52,271	-	-
Cr. James Caunt			
Deputy President's annual allowance	5,219	17,994	5,141
Meeting attendance fees	9,890	18,309	9,742
Other expenses	286	150	286
Annual allowance for ICT expenses	3,500	3,500	3,500
Travel and accommodation expenses	4,286	4,367	2,214
Annual allowance for travel and accommodation expenses	3,000	4,375	3,500
	26,180	48,695	24,383
Cr. Blanche Walker			
Meeting attendance fees	9,890	9,742	9,742
Other expenses	286	-	286
Annual allowance for ICT expenses	3,500	3,500	3,500
Travel and accommodation expenses	4,286	-	2,214
Annual allowance for travel and accommodation expenses	3,000	-	-
	20,961	13,242	15,742
Cr. Gregory Watters			
Meeting attendance fees	9,890	9,742	9,742
Other expenses	286	-	286
Annual allowance for ICT expenses	3,500	3,500	3,500
Travel and accommodation expenses	4,286	529	2,214
Annual allowance for travel and accommodation expenses	3,000	6,448	3,500
	20,961	20,219	19,242
Cr. Raymond Hoseason-Smith			
Meeting attendance fees	9,890	9,742	9,742
Other expenses	286	-	286
Annual allowance for ICT expenses	3,500	3,500	3,500
Travel and accommodation expenses	4,286	-	2,214
Annual allowance for travel and accommodation expenses	3,000	2,158	3,500
	20,961	15,400	19,242
Cr. Leane Alys McKeough			
Meeting attendance fees	9,890	9,742	9,742
Other expenses	286	1,805	285
Annual allowance for ICT expenses	3,500	3,500	3,500
Travel and accommodation expenses	4,286	483	2,214
Annual allowance for travel and accommodation expenses	3,000	1,188	3,500
	20,961	16,718	19,241
Cr. Hamish McTaggart			
Meeting attendance fees	9,890	9,742	9,742
Other expenses	286	-	285
Annual allowance for ICT expenses	3,500	3,500	3,500
Travel and accommodation expenses	4,286	1,013	2,214
Annual allowance for travel and accommodation expenses	3,000	178	3,500
	20,961	14,433	19,241
	130,987	170,252	167,180
Fees, expenses and allowances to be paid or reimbursed to elected council members.			
President's allowance	20,875	18,851	20,565
Deputy President's allowance	5,219	17,994	5,141
Meeting attendance fees	79,665	85,373	78,474
Other expenses	2,000	1,955	2,000
Annual allowance for ICT expenses	24,500	24,208	24,500
Travel and accommodation expenses	30,000	6,392	15,500
Annual allowance for travel and accommodation expenses	21,000	15,480	21,000
	183,259	170,252	167,180

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

7. DISPOSAL OF ASSETS

(a) Annual Budget 23 / 24

	Book Value Budget 23 / 24	Proceeds Budget 23 / 24	Profit Budget 23 / 24	(Loss) Budget 22 / 23
Plant and Equipment				
Transport				
Loader P76	\$ 26,688	\$ 135,000	\$ 108,312	\$ -
Ford Ranger Wildtrak P117	34,255	35,000	745	-
Toyota Hilux P113	34,170	30,000	-	(4,170)
Total Disposals	95,113	200,000	109,057	(4,170)
Total Profit / (Loss) on Disposal				104,887

(b) Actual 22 / 23

	Book Value Actual 22 / 23	Proceeds Actual 22 / 23	Profit Actual 22 / 23	(Loss) Actual 22 / 23
Plant and Equipment				
Transport				
87 - Grader CAT	\$ 161,189	\$ 205,001	\$ 43,812	\$ -
Toyota Hilux	5,000	8,909	3,909	-
Mitsubishi Forklift	3,497	7,500	4,003	-
Utility(Mazda) BT-50 2WD Traytop	-	182	182	-
Total Disposals	169,686	221,592	51,906	-
Total Profit / (Loss) on Disposal				51,906

(c) Annual Budget 22 / 23

	Book Value Budget 22 / 23	Proceeds Budget 22 / 23	Profit Budget 22 / 23	(Loss) Budget 22 / 23
Plant and Equipment				
Transport				
Grader P87	\$ 180,688	\$ 170,000	\$ -	\$ (10,688)
Ute P83	10,000	5,000	-	(5,000)
Pool car P104	26,903	20,000	-	(6,903)
Forklift P77	3,846	5,000	1,154	-
Total Disposals	221,437	200,000	1,154	(22,591)
Total Profit / (Loss) on Disposal				(21,437)

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

8. CAPITAL EXPENDITURE

(a) PROPERTY, PLANT AND EQUIPMENT

Land and Buildings

Governance

Office Refurbishment

Law, Order and Public Safety

Fire Shed

CRC, Education and Welfare

CRC Building Improvements

Housing

New Staff House

Internal refurbishment at L39 Gregory Street

Retaining Wall & Flooring for Lot 19 Gregory Street

New Shed & Patio at L40 Gregory Street

New Patio at L21 Gregory Street

New Shed at Lot 50 Hatch Street

Land Purchase - Staff Housing

Internal refurbishment at L99 Gregory Street

New Shed at L17/18 Gregory Street

Septic System Upgrades - L40 & L21 Gregory Street

Other Staff Housing Capital Improvements

Economic Services

Residential Land Development

Total Land and Buildings

Furniture and Equipment

Governance

Furniture and Equipment

Economic Services

Telescope

Total Furniture and Equipment

Plant and Equipment

Transport

New Loader 966

CEO Vehicle

WMGR Vehicle

TMS Vehicle

Works Caravan

Forklift

New Generator for Works Camp

New Grader

Side Tipper

Ute (Thomas)

Service Truck

Small Excavator

New Pool Car

New Tractor for P&G

Message Board

20kva Generator

Total Plant and Equipment

Total Property, Plant and Equipment

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	\$
Office Refurbishment	80,000	43,474	20,000
Fire Shed	70,000	-	-
CRC Building Improvements	-	21,899	25,000
New Staff House	630,000	-	-
Internal refurbishment at L39 Gregory Street	90,000	-	-
Retaining Wall & Flooring for Lot 19 Gregory Street	47,000	-	-
New Shed & Patio at L40 Gregory Street	60,000	-	-
New Patio at L21 Gregory Street	20,000	-	-
New Shed at Lot 50 Hatch Street	50,000	-	-
Land Purchase - Staff Housing	10,000	-	-
Internal refurbishment at L99 Gregory Street	-	9,400	11,530
New Shed at L17/18 Gregory Street	-	61,514	50,000
Septic System Upgrades - L40 & L21 Gregory Street	-	10,909	24,000
Other Staff Housing Capital Improvements	-	10,909	30,000
Residential Land Development	-	1,550	-
Total Land and Buildings	1,057,000	159,655	160,530
Furniture and Equipment	10,000	25,598	90,000
Telescope	10,000	-	-
Total Furniture and Equipment	20,000	25,598	90,000
New Loader 966	500,000	-	-
CEO Vehicle	78,795	-	-
WMGR Vehicle	71,555	-	-
TMS Vehicle	64,345	-	-
Works Caravan	82,727	53,991	75,000
Forklift	36,000	47,200	40,000
New Generator for Works Camp	15,000	8,998	-
New Grader	-	551,571	550,000
Side Tipper	-	88,390	100,000
Ute (Thomas)	-	70,704	70,000
Service Truck	-	200,200	180,000
Small Excavator	-	68,200	85,000
New Pool Car	-	36,493	55,000
New Tractor for P&G	-	105,842	135,000
Message Board	-	32,095	35,000
20kva Generator	-	18,389	-
Total Plant and Equipment	848,422	1,282,073	1,325,000
Total Property, Plant and Equipment	1,925,422	1,467,326	1,575,530

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

8. CAPITAL EXPENDITURE (Continued)

(b) INFRASTRUCTURE

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	\$
Infrastructure - Roads			
Transport			
State Initiative Program - Carnarvon/Mullewa Upgrade	2,372,488	1,577,512	-
State Initiative Program - Landor Meekatharra	4,500,000		
Bridges Renewal Program - Concrete Crossing: Dalgety/	1,818,327	92,686	611,505
RRG - Ullawarra Resheets	536,665	-	-
RRG - Cobra/Dairy Creek Resheets	536,665	-	-
R2R - Pimbee Resheet	456,046	-	-
Landor/Mount Augustus - Indigenous Access Road	340,000	20,763	-
LRCI - Bitumen Reseals	312,000	-	-
Signage	120,000	75,228	120,000
Grids	60,000	93,044	115,000
Footpath Construction	100,000	39,169	-
Carnarvon/Mullewa Road - Pells	-	188,027	200,000
R2R Landor/Meekatharra	-	7,273	-
LRCI Phase Three Project - Bitumen Viveash Way	-	111,850	80,000
Pimbee Rd - Resheeting (RRG)	-	10,338	-
RRG - Landor Meeka Bitumen Seal	-	1,072,880	995,505
BlackSpot - Mt. Sandiman Hill Realignment	-	281,453	254,192
RRG - Carnarvon/Mullewa Resheeting	-	621,758	588,000
Bundagee	-	186,557	120,000
Total Roads	11,152,191	4,378,538	3,084,202
Infrastructure - Other			
Law, Order and Public Safety			
New Water Tank	15,085	-	15,085
Community Amenities			
Rubbish Tip Infrastructure	75,000	-	-
Recreation and Culture			
In-Town Water Supply	624,873	-	27,550
Water Hole Access Ramp	50,000	-	-
Two Rivers Memorial Park	93,000	-	-
Out of Town Water Supply Project	-	1,194,376	1,365,731
Pavilion Infrastructure	-	67,725	70,000
Oval Refurbishment	30,000	73,479	88,976
Transport			
Depot Infrastructure	52,000	-	-
Solar Street Lighting - Hatch Street	-	27,273	30,000
Economic Services			
Tourist Stop	35,000	401,163	226,311
EV Charging Station	22,753	-	-
Total Other Infrastructure	997,711	1,764,016	1,823,653
Total Infrastructure	12,149,902	6,142,554	4,907,855

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

9. INFORMATION ON BORROWINGS

(a) Debenture Repayments

(i) Loan 29 Staff Housing

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Housing	\$	\$	\$
Opening Balance	172,827	208,199	208,200
Principal Payment	(36,437)	(35,372)	(35,371)
Principal Outstanding	136,390	172,827	172,829
Finance Cost Payment	(4,897)	(2,850)	(5,963)
Total Finance Cost	(4,897)	(2,850)	(5,963)

(ii) Loan 28 Tourism Precinct

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Economic Services	\$	\$	\$
Opening Balance	343,566	391,498	401,851
Principal Payment	(50,379)	(47,932)	(47,932)
Principal Outstanding	293,187	343,566	353,919
Finance Cost Payment	(23,189)	(24,480)	(25,635)
Total Finance Cost	(23,189)	(24,480)	(25,635)

(ii) Loan 30 Staff Housing

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Housing	\$	\$	\$
Opening Balance	342,033	385,571	385,571
Principal Payment	(44,013)	(43,538)	(43,538)
Principal Outstanding	298,020	342,033	342,033
Finance Cost Payment	(3,600)	(5,209)	(4,074)
Total Finance Cost	(3,600)	(5,209)	(4,074)

(b) New Loans

Loan 31 Staff Housing

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
Housing	\$	\$	\$
Opening Balance	-	-	-
Proceeds from Borrowing	600,000	-	-
Principal Payment	(24,450)	-	-
Principal Outstanding	575,550	-	-
Finance Cost Payment	(12,598)	-	-
Total Finance Cost	(12,598)	-	-
Total Proceeds from Borrowing	600,000	-	-
Total Principal Repayments	(155,279)	(126,842)	(126,841)
Total Finance Cost	(44,284)	(32,539)	(35,672)

Institution	Western Australian Treasury Corporation (WATC)
Loan Type	Fixed
Term	10 Years
Interest Rate	4.1994% Semi Annual Compounding

(c) Unspent Borrowings

The Shire had no unspent borrowing funds as at 30th June 2023. It is not expected to have unspent borrowing funds as at 30th June 2024.

(d) Overdraft Facility

The Shire holds an overdraft facility with the Commonwealth Bank for \$3,500,000. The current interest rate on the facility is 10.53% per annum.

The Shire holds a short term lending facility with the Western Australian Treasury Corporation for \$3,000,000. Interest is charged at short term interest rates as and when funds are drawn down. To date, the Shire has not drawn down on this facility.

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

10. CASH BACKED RESERVES

	2023/24 Budget Opening Balance	2023/24 Budget Transfers (from)	2023/24 Budget Interest Received	2023/24 Budget Transfer to	2023/24 Budget Closing Balance	2022/23 Actual Opening Balance	2022/23 Actual Transfers (from)	2022/23 Actual Interest Received	2022/23 Actual Transfer to	2022/23 Actual Closing Balance	2022/23 Budget Opening Balance	2022/23 Budget Transfers (from)	2022/23 Budget Interest Received	2022/23 Budget Transfer to	2022/23 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council															
Plant Replacement Reserve	512,507	(91,092)	1,085	-	422,500	999,553	(600,000)	1,289	111,665	512,507	999,553	(600,000)	820	160,054	560,427
Airport Reserve	41,134	-	55	-	41,189	41,068	-	65	-	41,134	41,069	-	34	-	41,103
Leave Reserve	79,902	-	131	-	80,033	97,474	(17,728)	156	-	79,902	97,474	(17,728)	80	110,850	190,676
Tourism Precinct Reserve	84,461	-	124	-	84,585	84,314	-	147	-	84,461	84,315	-	69	-	84,384
Building Reserve	348,275	-	327	-	348,602	127,886	-	389	220,000	348,275	127,887	-	105	-	127,992
Works Reserve	245,149	-	171	-	245,320	244,946	-	203	-	245,149	244,946	-	201	-	245,147
Roads Flood Damage Reserve	153,245	-	205	-	153,450	153,002	-	243	-	153,245	153,002	(100,000)	126	-	53,128
Bridge Maintenance	93,787	-	91	24,000	117,878	69,679	-	108	24,000	93,787	69,680	-	57	24,000	93,737
Economic Development	463,346	-	811	-	464,157	618,563	(256,181)	964	100,000	463,346	618,563	(250,000)	508	100,000	469,071
Sealed Road Sealing Reserve	-	-	-	50,000	50,000	-	-	-	-	-	-	-	-	-	-
Total Reserves	2,021,805	(91,092)	3,000	74,000	2,007,713	2,436,485	(873,909)	3,564	455,665	2,021,805	2,436,489	(967,728)	2,000	394,904	1,865,665

Reserve Accounts - Purposes

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve Name	Date of Use	Purpose
Plant Replacement Reserve	as required	to be used to be used for the purchase of major plant and also to fund major mechanical breakdowns
Airport Reserve	30 Jun 25	to fund the resealing of the Gascoyne Junction Airport
Leave Reserve	as required	to be used to fund annual and long service leave requirements
Tourism Precinct Reserve	as required	to be used for future significant repairs or upgrades on an as required basis
Building Reserve	as required	to be used for new buildings, future repairs or upgrades on an as required basis (excluding the Tourism Precinct)
Works Reserve	as required	to be used to support funding of major infrastructure projects
Roads Flood Damage Reserve	as required	to be used towards the required Shire contribution for Western Australia Natural Disaster Relief funding
Bridge Maintenance Reserve	as required	to be used for repairs and maintenance of Killili Bridge as required
Economic Development	as required	to set aside funds for economic development initiatives
Sealed Road Resealing Reserve	as required	to set aside funds for the resealing of the Shire's sealed road network

The reserves are not expected to be used within a set timeframe and further transfers to and from the reserve accounts are expected as funds are utilised

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

11. NOTES TO THE STATEMENT OF CASH FLOWS

The statement of cash flows includes cash and cash equivalents net of outstanding overdrafts. The estimated cash at reporting date is as follows:

(a) Reconciliation of Cash

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	\$
Cash at bank and on hand	2,402,895	8,978,409	3,385,162
Bank Overdraft	-	(1,847,661)	-
Total Cash on Hand	2,402,895	7,130,748	3,385,162
Held as			
- Unrestricted cash and cash equivalents	395,182	5,108,943	1,519,497
- Restricted cash and cash equivalents	2,007,713	2,021,805	1,865,665
	2,402,895	7,130,748	3,385,162

Restrictions

The following include the cash balances restricted by regulation or other externally imposed requirement:

-Cash and cash equivalents	2,007,713	2,021,805	1,865,665
Total Restricted Cash	2,007,713	2,021,805	1,865,665

The restricted assets are a result of the following specific purposes to which the asset may be used:

Reserves - cash/financial asset backed
Unspent non-operating grants, subsidies and contribution liabilities

(b) Reconciliation of Net Cash from Operating Activities to Net Result

Net Result	5,383,752	5,831,928	(291,377)
Depreciation	3,430,570	3,513,772	3,233,745
(Profit) on Sale of Asset	(109,057)	(51,906)	(1,154)
Adjustments to fair value of financial assets at fair value through profit and loss		(1,843)	
Loss on Sale of Asset	4,170	-	22,591
(Increase) / Decrease in Receivables	-	82,916	-
(Increase) / Decrease in Contract Assets	-	551,213	-
(Increase) / Decrease in Inventories	-	(3,316)	-
Increase / (Decrease) in Payables	-	(2,827,878)	-
Increase / (Decrease) in Contract Liabilities	-	817,758	-
Increase / (Decrease) in Employee Provisions	-	(98,529)	-
Non-operating Grants, Subsidies and Contributions	(11,263,836)	(4,757,152)	(4,214,640)
Net Cash from Operating Activities	(2,554,401)	3,056,963	(1,250,835)

(c) Undrawn Borrowing Facilities

Credit Standby Arrangements

Bank Overdraft Limit	3,500,000	3,500,000	3,500,000
Bank Overdraft at Balance Date	-	(1,847,661)	(2,814,946)
WA Treasury Short Term Lending Facility Limit	3,000,000	3,000,000	3,000,000
WA Treasury Short Term Lending Facility Balance at Balance Date	-	-	-
Credit Card Limit	10,000	10,000	10,000
Credit Card Balance at Balance Date	-	(8,047)	-
Total Amount of Credit Unused	6,510,000	4,654,292	3,695,054

Loan Facilities

Loan Facilities in use at Balance Date	1,303,147	858,426	868,781
Unused Loan Facilities at Balance Date	3,500,000	1,652,339	685,054

SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024

12. NET CURRENT ASSETS

Composition of Estimated Net Current Assets

		Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	Note	\$	\$	\$
Current Assets				
Cash - Unrestricted	11(a)	395,182	6,956,604	1,519,497
Cash - Restricted Reserves	10	2,007,713	2,021,805	1,865,665
Receivables		370,182	370,182	1,960,149
Contract Assets		1,163,897	1,163,897	211,560
Inventories		138,767	138,767	135,451
Total Current Assets		4,075,741	10,651,255	5,692,322
Current Liabilities				
Trade and Other Payables		(335,889)	(335,889)	(1,945,226)
Deposits and Bonds		(50,641)	(50,641)	(50,642)
Revenue Received in Advance		-	-	(1,089,268)
Contract Liabilities		(1,548,607)	(1,548,607)	(730,849)
Bank Overdraft		-	(1,847,661)	
Lease Liability		(3,369)	(6,685)	(6,690)
Short Term Borrowings	9(a)	(185,426)	(130,829)	(130,829)
Provisions		(240,601)	(240,601)	(198,848)
Total Current Liabilities		(2,364,533)	(4,160,913)	(4,152,352)
Net Current Funding Position		1,711,208	6,490,342	1,539,970
Cash - Restricted Reserves	10	(2,007,713)	(2,021,805)	(1,865,665)
Less: Land Held for Resale		(2,500)	(2,500)	(2,500)
Add: Current Portion of Debentures		185,426	130,829	130,829
Add: Current Portion of Lease Liability		3,369	6,685	6,690
Add: Movement in Employee Leave Reserve		30,177	30,177	-
Add: Liabilities Related to Restricted Assets	10	80,033	79,902	190,676
Estimated Surplus / (Deficit) C/FWD		-	4,713,630	0

The estimated surplus/(deficit) c/fwd in the 2023/24 budget column represents the surplus/(deficit) carried forward as at 30 June 2024.

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

13. TRUST FUNDS

The Shire has no control over funds held in Trust and therefore not included in the financial statements.

Description	Opening Balance 01 Jul 23	Estimated Amounts Received	Estimated Amounts Paid	Closing Balance 30 Jun 24
	\$	\$	\$	\$
Yangibana - RUA Security Deposit	100,970	-	-	100,970
Total Trust Funds	100,970			100,970

14. MAJOR LAND TRANSACTIONS

The Shire does not anticipate any major land transactions in the 23/24 financial year

15. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

The Shire does not anticipate any trading undertakings or major trading undertakings in the 23/24 financial year

16. JOINT VENTURE ARRANGEMENTS

The Shire is not involved or expected to be involved in any joint venture arrangements in the 23/24 financial year

SHIRE OF UPPER GASCOYNE
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDING 30 JUNE 2024

17. LEASE LIABILITIES

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Budget Lease	2023/24	2023/24	2023/24	Budget Lease	2022/23	2022/23	2022/23	Actual	2022/23	2022/23	Actual Lease	2022/23		
					Principal 1 July 2023	Budget New Leases	Lease Principal Repayments	Budget Lease Principal Outstanding 30 June 2024	Lease Interest Repayments	Budget Lease Principal 1 July 2022	Budget New Leases	Lease Principal Repayments	Budget Lease Principal Outstanding 30 June 2023	Lease Interest Repayments	Principal 1 July 2022	Actual New Leases	Actual Lease Principal Repayments	Principal Outstanding 30 June 2023	Actual Lease Interest Repayments
Transport																			
Diesel Tank		Refuel Australia	1.09%	3 Years	10,054	-	(6,685)	3,369	(76)	15,686	-	(6,790)	8,896	(142)	16,666	-	(6,612)	10,054	(148)

**SHIRE OF UPPER GASCOYNE
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDING 30 JUNE 2024**

18. PROGRAM INFORMATION

	Budget 23 / 24	Actual 22 / 23	Budget 22 / 23
	\$	\$	\$
Income excluding grants, subsidies and contributions			
Governance	112,000	348,148	12,000
General Purpose Funding	1,631,497	1,544,728	1,270,149
Law, Order, Public Safety	14,307	9,227	13,131
Health	1,250	483	1,000
Education and Welfare	70,476	40,971	39,776
Community Amenities	10,760	5,015	5,760
Recreation and Culture	17,100	20,276	15,100
Transport	176,522	150,206	31,117
Economic Services	92,098	108,868	81,974
Other Property and Services	10,890	5,457	5,940
	<u>2,136,900</u>	<u>2,233,379</u>	<u>1,475,947</u>
Operating grants, subsidies and contributions			
General Purpose Funding	156,271	4,801,260	1,108,674
Law, Order, Public Safety	22,133	19,345	16,000
Education and Welfare	105,000	93,918	105,000
Recreation and Culture	25,000	5,000	-
Transport	11,391,047	8,241,257	12,718,757
Economic Services	20,000	135,000	10,000
Other Property and Services	50,000	59,536	60,000
	<u>11,769,451</u>	<u>13,355,316</u>	<u>14,018,431</u>
Capital grants, subsidies and contributions			
Governance	37,148	73,166	37,148
Law, Order, Public Safety	70,000	15,085	15,085
Recreation and Culture	624,873	1,076,109	1,147,265
Transport	10,519,998	3,080,156	2,316,006
Economic Services	11,817	512,636	699,136
	<u>11,263,836</u>	<u>4,757,152</u>	<u>4,214,640</u>
Total Income	<u>25,170,187</u>	<u>20,345,847</u>	<u>19,709,018</u>
Expenses			
Governance	(785,506)	(579,808)	(673,980)
General Purpose Funding	(233,409)	(412,574)	(232,926)
Law, Order, Public Safety	(127,171)	(208,930)	(137,070)
Health	(22,955)	(19,490)	(28,907)
Education and Welfare	(595,340)	(330,521)	(581,842)
Housing	(473,864)	(408,318)	(272,065)
Community Amenities	(139,969)	(144,384)	(100,078)
Recreation and Culture	(472,283)	(466,629)	(379,968)
Transport	(15,844,214)	(11,117,782)	(16,832,808)
Economic Services	(1,037,957)	(747,868)	(690,111)
Other Property and Services	(53,767)	(77,614)	(70,640)
	<u>(19,786,435)</u>	<u>(14,513,918)</u>	<u>(20,000,395)</u>
Net Result for the period	<u>5,383,752</u>	<u>5,831,929</u>	<u>(291,377)</u>

APPENDIX 3

(Report of Review Shire of Upper Gascoyne - 27 June 2023)



modularwa

Genuinely better homes



WA RANGE THE JASPER

THE JASPER: A SPACIOUS HOME DESIGN FOR THE ENTIRE FAMILY.

The Jasper embraces the best of country living - the design lends itself perfectly to the addition of full wrap-around verandahs and is a great option for those wanting to make the most of the scenic views around them. The Jasper welcomes you to a separate entry into a spacious, open plan meals and living area. The large kitchen with breakfast bar provides ample workspace.

The master suite features an ensuite with wish-list double vanity and separate toilet for extra privacy and convenience. There are 3 comfortable sized bedrooms, generous laundry and main bathroom with separate toilet. This home gives you space for the entire family all within an economical, functional footprint.

WA RANGE THE JASPER

HOME WIDTH 8.4m

HOME DEPTH 15.0m

SPECIFICATIONS

Dwelling 126.0m²

Verandah (optional) 142.0m²

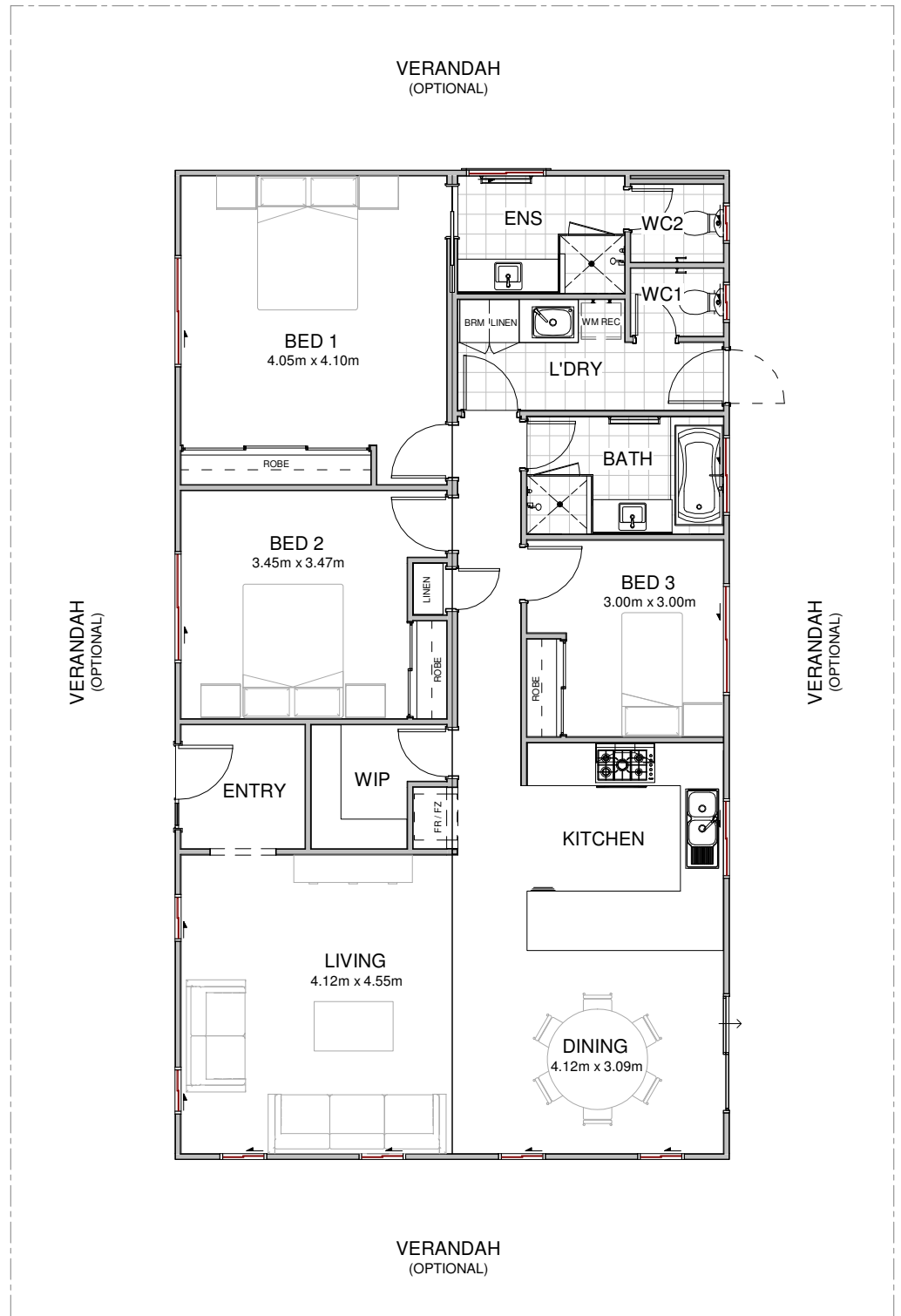
Total 268.0m²

KEY FEATURES

 3 Bedrooms

 2 Bathrooms

 Separate living area





modularwa

SHIRE OF UPPER GASCOYNE

RFT: 02-2023-24

One (1) Three Bed,
Two Bath Dwelling

Table of Contents

- Covering Letter, Clarifications & Critical Assumptions3
- Form of Tender 6
- Pricing 7
 - Detailed Quotation..... 12
- Project Design..... 19

- COMPLIANCE CRITERIA**
- A1 – Insurance Coverage23
- A2 – Occupational Health and Safety Questionnaire27

- QUALITATIVE CRITERIA**
- A3 – Methodology33
 - Indicative Construction Program34
 - Project Methodology.....36
 - Subcontractors & Local Content42
 - Addendum to Specification45

- SUPPORTING DOCUMENTATION**
- Capability Statement.....62
- Relevant Experience72
 - Major Clients + Development Partners.....75
 - Project Profiles76
- Organisational Chart 81
- Key Personnel83

- Supporting HSEQ DocumentationAppended separately*

11th August 2023



The Chief Executive Officer
Shire of Upper Gascoyne
4 Scott St
Gascoyne Junction WA 6705

Dear John,

RFT02-2023-24 – UPPER GASCOYNE HOUSING PROJECT – ONE (1) DWELLING

Please find attached our submission for the above-mentioned project. Modular WA is an award-winning modular construction company based in Wangara, Western Australia. Our ethos is built on providing outstanding modular building solutions with a focus on intelligent design and exceptional quality control. With a highly experienced team, and an optimised construction process, Modular WA has steadily developed a reputation for being one of the most reliable, high performance modular building companies in Western Australia.

Since inception, Modular WA has successfully delivered hundreds of modular buildings, including turnkey residential housing projects for numerous local government authorities throughout the state. Additionally, the directors of Modular WA, Wayne McGrath, Jason Sjoland and Errol Davies have worked together for over a decade and have successfully delivered high-volume, turnkey residential housing projects in some of the most isolated regions of Western Australia for clients such as the Department of Communities, BHP Billiton, Rio Tinto and Woodside.

Please refer to the detailed quotation and addenda we have included with our submission. Note that our tender pricing is subject to the clarification items as detailed on the following pages. We have also attached supporting documentation for further information relating to our company profile, business management systems, manufacturing facilities, and prior experience.

We thank you for the opportunity to submit this proposal and we hope that our dedicated and experienced team can be of assistance to you. Please feel free to forward any queries that you may have with any of the appended documents or pricing to myself (jason@modularwa.com.au) or Errol Davies (errol@modularwa.com.au).

Yours faithfully,
Modular WA

Jason Sjoland
Director

t (08) 6454 0919
w modularwa.com.au

31 Challenge Boulevard, Wangara WA 6065
MODULARIS PTY LTD ABN 42610173316; BRN 101630

CLARIFICATIONS + CRITICAL ASSUMPTIONS

1. **Detailed Pricing** – Please refer to the attached quotation which gives a comprehensive breakdown of our pricing allowing the Shire an accurate and detailed review of our proposal offer. We have done this to allow the Shire to identify potential for cost savings should it be necessary.
2. **Provisional Sums** – Note that our quotation includes a list of provisional sum allowances for on-site works and completion of the turnkey property inclusive of new landscaping. We include Provisional Sums in our proposal to account for various site unknowns and variables; the allowances have been assembled based on our considerable experience constructing modular homes across WA including the delivery and installation of buildings in the Gascoyne region.

Upon award of the tender we will undertake the necessary site investigations and reports, such as site classification, contour and feature survey, engineering, etc. in order to confirm the full scope and extent of siteworks required, and to firm up contractor quotes. Pricing remains subject to these “unknown” variables and will be confirmed closer to construction commencing.

3. **Fencing** – As per clarifications received during the tender period our proposal is based on fencing at the rear of the lot being installed prior to any further works to keep the rear neighbour’s pets contained during construction.

After this rear boundary fence is installed and prior to the building modules arriving on site, the Shire is to remove sections of the existing front and left-hand side fence to facilitate the delivery of the building modules. Modular WA will then install the remaining fencing as required, including reinstatement of the removed boundary fence and the addition of 1200mm high permeable “pool-style” fence once the house has been delivered to enclose the front yard for pet containment.

4. **Water Tank/Stormwater** – Our price includes the installation of a 9,000L poly water tank with stormwater runoff plumbed via the gutter system to the tank. We understand the request for a 6,000L however this size is not available and choices are 4,000 or 9,000L. Given the requirement for irrigation, we decided the larger 9,000L model would be better suited to the intended application. The tank/reticulation system is to be fed by a mains backup that includes a 240v pump and is intended to service the landscaping /reticulation system only. No allowance has been made for any re-feed into the house. If this is required, it can be discussed further post-award as part of the design confirmation.
5. **Ceiling Height** – Our offered design includes the use of 2.7m high ceilings which is generally higher than standard “basic” models. This is to accommodate our integrated external structures, and has the added benefit of improved thermal performance and an increased sense of spaciousness within the home.
6. **Soil Classification** – Please note that our submission is based on an ‘A’ or ‘S’ soil classification, and no allowances have been made for any additional footings if the soil classification exceeds this rating.
7. **Earthworks** – Our tender price includes a provisional sum allowance for earthworks as detailed in our quotation, drawings, and addenda. No allowance has been made for any hard digging rock breaking, or supply of clean fill should it be encountered or required on site.
8. **Re-Peg/Set Out** – Our tender price makes no allowance for a lot boundary re-peg to be carried out by a licensed land surveyor as the site is already fenced with the assumption that boundaries were established accurately on installation of the original home.
9. **Lot Services** – Our price is based on a suitable water meter and power pillar (ready for connection) being present, suitable and available on the site prior to the delivery of the building modules.

t (08) 6454 0919

w modularwa.com.au

31 Challenge Boulevard, Wangara WA 6065

MODULARIS PTY LTD ABN 42610173316; BRN 101630

10. **Site Clearing/Delivery** – Our price is based on clear, unrestricted access to the site suitable for the delivery of the modular homes via truck and standard hydraulic jacking method. No allowance has been made for removal of excess debris, vegetation, or deleterious materials on site. No allowance has been made for any craning of units or delivery access tracks should it be required.
11. **Septics Installation** – Our price includes a provisional sum allowance for the supply and installation of a septic system. This price is subject to the preliminary site reports, soil test, and contour survey being carried out due to potential site unknowns.
12. **Customisation** – Modular WA have a highly experienced in-house design team and would be happy to further develop or modify the designs with the Shire to ensure maximum compatibility with the client's intended requirements if necessary.
13. **Landscaping** – Our tendered price includes a provisional sum allowance for the installation of reticulation and landscaping. Upon award Modular WA will develop a landscaping plan for Shire approval. To maximise environmental sustainability, landscaping will be low maintenance, water-wise, climate-appropriate, and utilise native species wherever possible.
14. **Escorts and Line Lifting** – Our tender price makes no allowance for Western Power or Horizon Power escorts for power line lifting. On confirmation of the final house design a route survey will be undertaken to determine whether power line lifting will be required. Note: All power authority charges associated with line lifting will be charged to the Shire at cost with no builder's margin added.

t (08) 6454 0919

w modularwa.com.au

31 Challenge Boulevard, Wangara WA 6065

MODULARIS PTY LTD ABN 42610173316; BRN 101630

TENDER OFFER FORM



1 TENDERER'S OFFER**1.2 FORM OF TENDER**

The Chief Executive Officer,
Shire of Upper Gascoyne
Lot 4 Short St, Gascoyne Junction WA

In response to this Request for Tender for the supply (prefabrication), delivery to site, placement on footings and installation of carports.

RFT No 07-2020/21: UPPER GASCOYNE HOUSING PROJECT – ONE (1) DWELLING:

Under and subject to the Conditions of Tendering annexed hereto I/we, the undersigned hereby tender the following sum to complete the Works referred to in the Request for Tender, and being;

One (1) x Three (3) Bedroom, Two (2) Bathroom dwelling to be located on Part Lot 45 Hatch St (1 dwelling) Gascoyne Junction.

SIX HUNDRED FIFTY NINE THOUSAND FOUR HUNDRED SEVEN DOLLARS EIGHTY CENTS (INCLUDING GST)

\$599,498 ex GST
(\$59,949.80 GST)
\$659,447.80 Incl GST

Individual Dwelling Pricing - Tenderers are to provide whole of cost pricing for each dwelling (as below). Tenderers should be aware that it is the Principals intention to award the Tender to an individual Tenderer who will become the sole Contractor.

	Description	Price
	3 Bedroom, 2 Bathroom dwelling – Part Lot 45 Hatch St Gascoyne Junction	<p style="text-align: center;"><u>\$599,498 ex. GST</u> <u>(\$59,949.80 GST)</u> <u>\$659,447.80 Incl. GST</u></p> <p style="font-size: small;">Note; Price subject to clarifications and critical assumptions outlined in cover letter, as well as design drawings, detailed quotation, and addenda to specification included with our submission.</p>

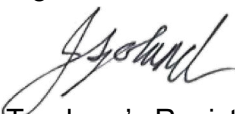
And I/we undertake to perform the work under the Contract in accordance with the General and Special Conditions of Contract attached to this Request and Annexure, Specification (NATSPEC Simple Domestic Specification), Drawings, which documents I/we have examined, and I/we agree that this tender shall remain binding on me/us for 60 days, or such other period as stated in the Conditions of Tendering, from the date of correspondence requesting this tender and shall not be withdrawn during that period.

Name of Tender: **MODULARIS PTY LTD t/a MODULAR WA**

Address: **31 CHALLENGE BOULEVARD, WANGARA WA 6065**

Telephone No: **(08) 6454 0919**

Signature of Authorised Officer:



Tenderer's Registration/Licence No: **BC101630**

Date: **11/08/2023**

PART 4 COMPLETE AND RETURN THIS PART

1.3 GENERAL AND CORPORATE INFORMATION

4.3.1 INSURANCE COVERAGE

The insurance requirements for this Request are stipulated in the General Conditions of Contract. Tenderers are to supply evidence of their insurance coverage in a format as outlined below in "Attachment 1". A copy of the Certificate of Currency is to be provided to the Principal within 21 days of acceptance.	/ Attachment 1 <input checked="" type="checkbox"/> Tick ✓ if attached
--	---

<i>Type</i>	<i>Insurer – Broker</i>	<i>Policy Number</i>	<i>Value (\$)</i>	<i>Expiry Date</i>
Public/Product Liability	XL Insurance Company	AU00010918 LI23A	\$20M	30/06/24
Workers Compensation	CGU Workers Compensation	O/17-59	\$50M	30/06/24

4.3.2 OCCUPATIONAL SAFETY AND HEALTH

Tenderers must complete Appendix A "Contractor's Occupational Health and Safety Management System Questionnaire and submit it labelled as "Attachment 2".	Attachment 2 <input checked="" type="checkbox"/> Tick ✓ if attached
---	--

PART 4**COMPLETE AND RETURN THIS PART****1.4 RESPONSE TO SELECTION CRITERIA****4.4.1 Compliance Criteria**

Have you complied with the Specification contained in this Request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you complied with the Conditions of Tendering contained in this Request?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you complied with all necessary Licences and Registration?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you complied with and completed the price schedule?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

PART 4**COMPLETE AND RETURN THIS PART****4.4.2 Qualitative Criteria**

Before answering the qualitative criteria, Tenderers shall note the following:

- (a) All information relevant to your answers should be contained within your Tender to each criterion;
- (b) Tenderers shall provide full details for any claims, statements or examples used to address the qualitative criteria; and
- (c) Tenderers shall address each issue and complete each appendix outlined within a qualitative criterion.

<p>Methodology Tenderers should detail the process they intend to use to achieve the Requirements of the Specification. Areas that you may wish to cover include:</p> <ul style="list-style-type: none"> (a) Detail the procedures and process you intend to use to achieve the requirements of the Specification; (b) Provide an outline of the provisional works program; (c) Outline your fully specified design/s that can meet the selection criteria; (d) Outline a project schedule/timeline; and, (e) Describe the process for the delivery of the goods/services. <p>Supply details in an attachment and label it "Attachment 3".</p>	<p>Attachment 3</p> <p><input checked="" type="checkbox"/></p> <p>Tick✓ if attached</p>
---	--

1.5 PRICE INFORMATION

<p>Are you prepared to allow a discount for prompt settlement of accounts?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>
<p>If you are offering different discounts for different periods, or other discounts such as volume discounts, detail them in an attachment labelled "Attachment 4".</p>	<p>Not applicable</p>

2 APPENDIX B – LOT PLAN

See separate Tender Document

3 APPENDIX C – LOCAL PURCHASING POLICY**LOCAL PREFERENCE PURCHASING POLICY****Purpose**

The purpose of the Shire of Upper Gascoyne's Regional Price Preference Policy is to support local business and industry and to encourage employment of local people thereby generating economic growth within the Shire.

Definitions

For the purpose of this policy the region is defined as the geographical area which comprise of the whole of the Shire of Upper Gascoyne, Shire of Carnarvon, Shire of Shark Bay and the Shire of Exmouth.

Local Industry is defined in the policy as being a business / organisation substantially trading from a recognised business address within the region. This policy requires the business to have been operating out of a local premises for a continuous period of not less the 6 (six) months.

Policy Content

- a) Unless specifically excluded in advance of advertising, a Regional Price Preference will apply to purchases when calling tenders or purchasing goods and services; and
- b) The regional pricing preference to be given to a regional tenderer / supplier is outlines below and represents the amount by which the regional tenders price bids or other quotations would be reduced for the purpose of assessing the tender or quotations.

CONSTRUCTION / BUILDING SERVICES	
Value of Tender / supply by Regional Supplier	Regional Price Preference
\$0 to \$20,000	\$0 + 10% excess above \$0
\$20,000 to \$50,000	\$1000 + 4% of excess above \$20,000
\$50,000 to \$100,000	\$2,200 + 3% of excess above \$50,000
\$100,000 to \$250,000	\$3,700 + 2% above \$100,000
Above \$250,000	\$6,700 + 1% excess above \$250,000

Subject to the maximum regional price preference capped at \$50,000

MWA RESPONSE:

Please refer to the **PROPOSED SUBCONTRACTORS + LOCAL CONTENT** attachment.

DETAILED QUOTATION



Costing #:T131

 Job No: **Q23111**

 Costing Date: **11/08/2023**

 Client: **Shire of Upper Gascoyne**

 Site Address: **Lot 45 (#15) Hatch St
 Gascoyne Junction WA 6705**

Thank you for the opportunity to provide you with this quotation. Please consider the following detail and contact the undersigned if you require any further information or additional pricing. This quotation will be valid for a period of 30 days.

 Sales Consultant: **Tender**

 Sales Sketch: **A, 07/08/2023**

 Base Model: **Jasper - Traditional Elevation**

Inclusions in Base Price

The following items are included in the Base Model.

Item	Description
1	Modular WA Standard Inclusions and Finishes, unless otherwise noted. The items listed in this section are included in the base price of the home, any upgrades or deletions accepted in this quote will supersede these specifications.
2	Preliminaries
3	Soil Test as per Builder's standard allowance. Additional costs may apply pending site location and specifics.
4	Energy Efficiency Assessment. Any upgrades deemed necessary in the report will incur additional costs to the client.
5	MWA to provide documentation for Building Contract, Certification and Building Permit Application, including fees.
6	Includes complexing of housing modules and delivery up to 200km from the construction yard.
7	Building Structure & Design
8	Walls - 90mm steel stud wall frame with R2.5 insulation to external walls. Lined internally with plasterboard and externally with horizontal duraplank cladding. Includes full wall painting externally and internally.
9	Ceilings - 2400mm high flat painted plasterboard internal ceilings with R4.0 insulation batts.
10	Roof - Zinalume sheeting with Colorbond fascia, barge, gutters and downpipes.
11	Aluminium windows and sliding doors from Builder's standard range, as per plan.
12	Fit Out
13	Skirting - Provide painted splayed skirting 67x19mm throughout, excluding wet areas.
14	Cooking Appliances - Westinghouse 600mm electric oven, gas cooktop and canopy rangehood.
15	HWS - Provide 20L continuous flow LPG HWU to home as drawn.
16	Gas - Provide 1x LPG Hood & Regulator (Gas bottles provided By Owner).

Exclusions to Base Price

The following items are excluded from the Base Model.

Item	Description
1	Preliminaries - By Client, if required.
2	Shire Planning Application & Fees, Town Planner fees - By Client if required. Any design or specification requirements/changes arising from Planning Approval may incur further costs by Client.
3	BAL Classification Report - Not applicable.
4	Any Headworks or additional fees for new, upgrade or relocated power and water connections to the lot as required.

Costing #:T131

Job No: **Q23111**

Costing Date:**11/08/2023**

Exclusions to Base Price

continued from previous page...

Item	Description
5	Western Power line lift escorts if required at time of transport to be paid by Client.
6	Loose furniture or appliances (Cooking appliances - hotplate, rangehood and oven included only).
7	Siteworks - By Client, if required.
8	Demolition of existing structures, hardscapes, obstructions, trees, vegetation or removal of unforeseen items, etc.
9	Removal of trees, shrubs, vegetation, etc.
10	Existing fencing to be removed by Client prior to Builder delivering modules to site, as required.
11	Temporary fencing and/or gates to secure site perimeter.
12	Repeg or house setout by licensed surveyor.
13	Traffic management for delivery of modules.
14	Access track/truck access to site pads.
15	Craning modules into position, if required. Price based on standard jacking method of installation.
16	Rock breaking or hard digging.
17	Retaining walls, piling, shoring, onsite poured footings, etc. Hold downs not allowed for.

Costing #:T131

 Job No: **Q23111**

 Costing Date: **11/08/2023**

Client Upgrades

Please tick the 'Accept' checkbox on the items you wish to proceed with.
 Alternatively you may rule a line through the items you wish to reject.

Accept	Item	Description	Qty	Total
<input type="checkbox"/>	1	Preliminaries		
<input type="checkbox"/>	2	Soil Classification - additional costs for site location extra over standard allowance.	1	\$1,563
<input type="checkbox"/>	3	Site contour and feature survey by licensed surveyer.	1	\$3,438
<input type="checkbox"/>	4	Building Design & Structure		
<input type="checkbox"/>	5	Upgrade roof sheeting to Colorbond, in lieu of Zincolume.	1	\$671
<input type="checkbox"/>	6	Increase ceiling height to 2700mm, in lieu of 2400.	1	\$7,130
<input type="checkbox"/>	7	Provide Alu-Gard security screen to front entry door, in lieu of standard barrier door.	1	\$269
<input type="checkbox"/>	8	Provide Alu-Gard security screen to laundry external door, in lieu of standard barrier door.	1	\$269
<input type="checkbox"/>	9	Provide Alu-Gard sliding security screen to dining sliding door, in lieu of standard flyscreen.	1	\$962
<input type="checkbox"/>	10	Internal Fit Out		
<input type="checkbox"/>	11	Add secret cupboard door to back of kitchen corner cabinet.	1	\$122
<input type="checkbox"/>	12	Change to 600mm Westinghouse Gas oven (WVG6515SD), in lieu of Builder's standard electric oven.	1	\$1,133
<input type="checkbox"/>	13	Provide additional VAST TV point and double GPO to bedroom 1.	1	\$200
<input type="checkbox"/>	14	Provide Foxtel IQ point and upgrade to quad GPO in bedroom 1 and living.	2	\$678
<input type="checkbox"/>	15	Provide conduit with draw wire and 1x double GPOs for future NBN communications hardware.	1	\$386
<input type="checkbox"/>	16	Add split system Mitsubishi AC unit 2.5Kw to bed 1, 2 and 3. External unit to be installed and system commissioned by onsite electrician.	3	\$6,771
<input type="checkbox"/>	17	Add split system Mitsubishi AC unit 7.1kW to living room. External unit to be installed and system commissioned by onsite electrician.	1	\$3,394
<input type="checkbox"/>	18	Upgrade HWS to a 170L Chromogen Midea electric heat pump, in lieu of continuous flow gas.	1	\$520
<input type="checkbox"/>	19	Finishing Items		
<input type="checkbox"/>	20	Add blackout roller blinds to all windows and sliding door, from Builder's standard range.	1	\$2,939
<input type="checkbox"/>	21	Add Builder's range Polaris vinyl plank flooring throughout residence, excluding tiled wet areas.	1	\$8,975
<input type="checkbox"/>	22	Provide a City Living 2.4 x 0.9m ground mounted clothesline.	1	\$716
<input type="checkbox"/>	23	Site Built Structures		
<input type="checkbox"/>	24	Add a Colorbond carport to home with powder coated posts, beams, rafters and purlins. Shadow grey of underside roof sheets exposed and visible. Concrete floor and footings not included in this item, refer to Provisional Sums.	1	\$13,564
<input type="checkbox"/>	25	Add a Colorbond front verandah to home with powder coated posts, beams, rafters and purlins. Shadow grey of underside roof sheets exposed and visible. Concrete floor and footings not included in this item, refer to Provisional Sums.	1	\$13,419

Costing #:T131

Job No: **Q23111**

Costing Date: **11/08/2023**

Client Upgrades

continued from previous page...

Accept	Item	Description	Qty	Total
<input type="checkbox"/>	26	Add a Colorbond rear patio to home with powder coated posts, beams, rafters and purlins. Shadow grey of underside roof sheets exposed and visible. Concrete floor and footings not included in this item, refer to Provisional Sums.	1	\$4,818
<input type="checkbox"/>	27	Transport of external structures materials to site location.	1	\$7,102

Total Client Upgrades ex GST \$79,039

Costing #:T131

 Job No: **Q23111**

 Costing Date: **11/08/2023**

Provisional Sums

The following items are provided as Provisional Sum allowances and include labour, materials and builder's margin. Provisional sums shall be adjusted, if required, at final accounts once all associated invoices are received.

Item	Description	Qty	Total
1	Site Works - Allowance Estimates Only, subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. No allowances for retaining or hard digging, water or power headworks fees for new service connections or relocation of, if required.		
2	Transport - Delivery of modules and transport costs for complexing team to site address. Scope and price subject to site logistics and contractor quote at the time of transport. No allowance for crane, price based of standard jacking method.	1	\$24,938
3	Earthworks - Provisional Sum allowance for builder to carry out onsite earthworks for house pad construction and compaction. Excavated material not suitable for backfill to be removed and disposed of. Return trip to site to backfill and compact around home to 200mm below FFL once services are in place and before onsite built structures begin. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. Earthworks based on S site classification, no allowance for onsite poured footings, retaining, hard digging, or supply of clean fill, etc.	1	\$50,000
4	Footings - Provisional Sum allowance for builder to supply and lay onsite poured concrete footings as required due to site classification. Allowance is likely to change, subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. Final price will be charged at invoice cost plus 18% and GST. No allowance for retaining or hard digging if required.	1	\$16,250
5	Electrical - Provisional Sum allowance for Builder to carry out onsite single phase electrical runs and connections, including communication conduit with draw wire only. Scope includes join up between modules, install TV reception hardware to suit area, commissioning and authority paperwork, etc. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. No allowance for retaining or hard digging, headworks fees for new service or relocation of, if required.	1	\$13,007
6	Plumber - Provisional Sum allowance for builder to carry out onsite plumbing connections - includes water main run to house, drains sewer system, connection of hot water system, check, commissioning and authority paperwork, etc. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. No allowance for retaining or hard digging, headworks fees for water meter if required.	1	\$10,745
7	Sewer System - Provisional Sum allowance for builder to supply and install standard septic and leach drain sewer system. System specifications and cost allowance is subject to review and approval by shire/environmental health officer and local government. Upgrades may be enforced by the EHO/local government and additional costs might be applicable. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. No allowance for access track, retaining or hard digging. No allowance for supply of clean backfill, if excavated soil is unusable for backfill and additional costs will be applicable to supply clean fill if necessary.	1	\$13,781
8	Stormwater & Rain Water Tank - Provisional Sum allowance for builder to supply and install 9000L rain water tank to be used for landscape reticulation system. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc.	1	\$15,560

Costing #:T131

 Job No: **Q23111**

 Costing Date: **11/08/2023**

Provisional Sums

continued from previous page...

Item	Description	Qty	Total
9	External Concrete Floors - Provisional Sum allowance for builder to supply and lay standard natural grey concrete hardscapes to driveway/crossover, carport, porch, alfresco and paths including insitu footings as required for external structures as per plan. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, authorities' approvals, etc. Works based on S site classification, no allowance for retaining or hard digging, etc. if required.	1	\$41,113
10	Fencing - Provisional Sum allowance for builder to supply and install fencing as indicated on plans. - New Colorbond fencing by Builder to rear/western boundary prior to delivery of modules to secure neighbouring property. - Client to remove Colorbond fencing and gates to front and side (North-Eastern and Southern-Eastern) boundaries as required for delivery and installation of house modules. Southern-Eastern fencing to be stacked and left onsite by Client. - Builder to re-install Colorbond fencing stacked onsite on Southern boundary, from above Client removal. - New 1200mm high vertical railing pool style fencing and gates to front of site as drawn on plans, by Builder. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, approvals, etc. Works based on S site classification, no allowance for retaining or hard digging, etc. if required.	1	\$28,750
11	Landscaping - Provisional Sum allowance for builder to complete grass, gardens and reticulation as indicated on plans. Allowance is subject to final construction drawings, soil classification and engineering, final contractor quotes, approvals, etc. Works based on S site classification, no allowance for retaining or hard digging, etc. if required.	1	\$62,500
12	House Clean - Provisional Sum allowance for builder to complete onsite house clean. Allowance is subject to final construction drawings, works completed onsite and final contractor quotes.	1	\$4,375
13	Skip Bin & Site Toilet - Provisional Sum for builder to supply onsite temporary WC and skip bin to remove waste and rubbish from site.	1	\$7,985

Total Provisional Sums ex GST \$289,004

Quote Summary

The following summary of construction costs are based on known industry conditions at the time of providing this quotation. We reserve the right to amend our costings based on industry changes and/or government or local authority legislation changes.

Item Description	Amount
Jasper - Traditional Elevation	\$231,455
Client Upgrades	\$79,039
Provisional Sums	\$289,004
Total Costing	\$599,498

Costing excludes GST

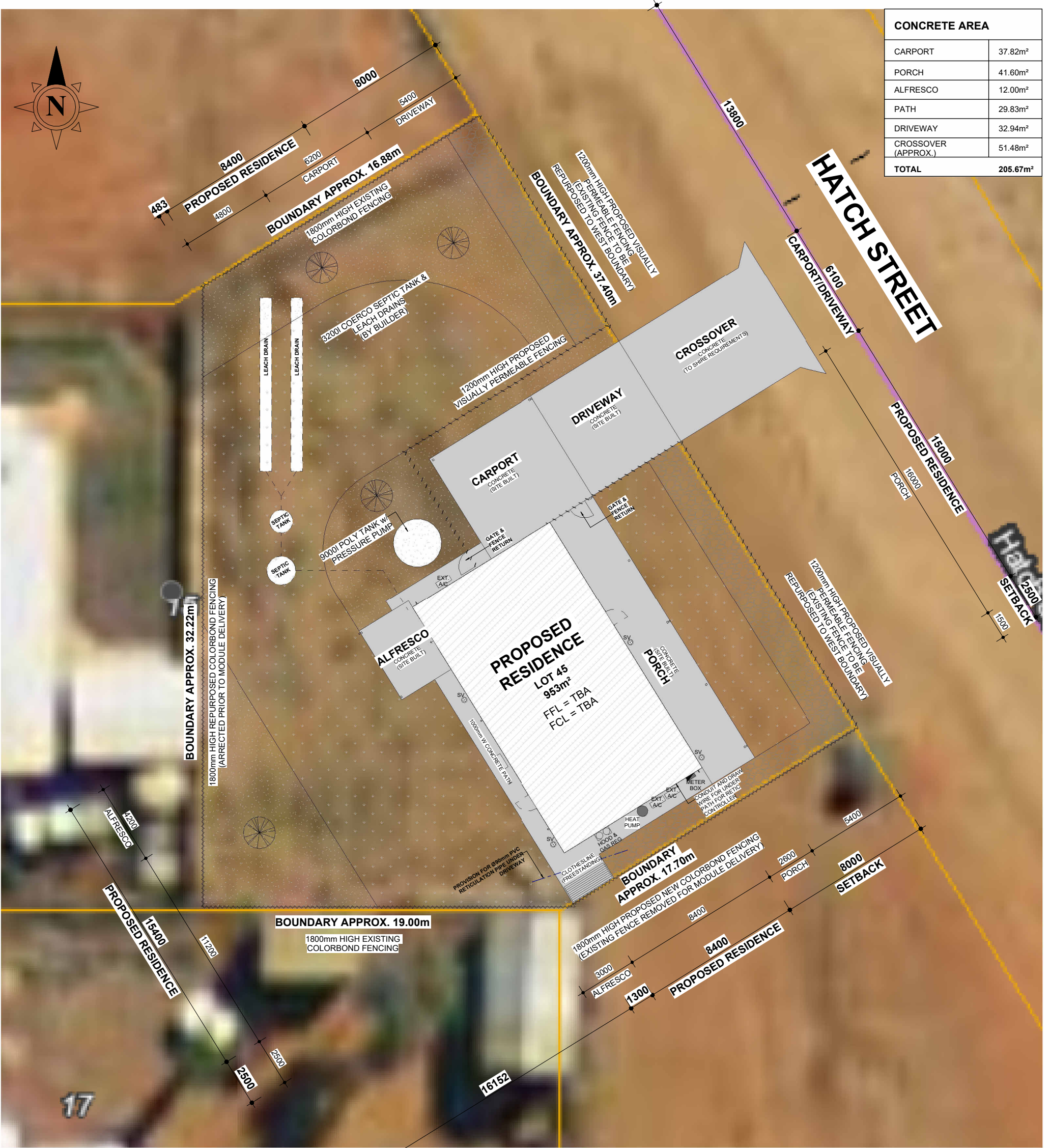
NOTE:

- A) This Costing is subject to an Engineers Site Report, Engineering Details, Planning & Shire Approvals and Final Working Drawings.
 B) E&OE.

PROJECT DESIGN



FFL - FINISHED FLOOR LEVEL
FCL - FINISHED COMPACTED LEVEL

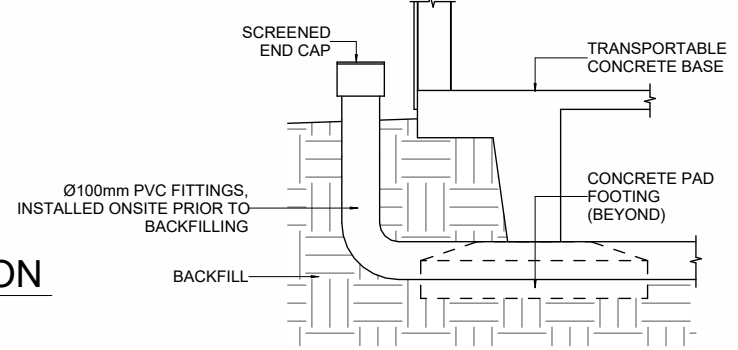


CONCRETE AREA	
CARPORT	37.82m²
PORCH	41.60m²
ALFRESCO	12.00m²
PATH	29.83m²
DRIVEWAY	32.94m²
CROSSOVER (APPROX.)	51.48m²
TOTAL	205.67m²

1 SITE PLAN
A000 1 : 200

SV SUB FLOOR VENTILATION
A000 1 : 20

NOTE:
SUB-FLOOR VENT TO HAVE A 2m RADIUS
EXCLUSION ZONE FROM CENTER OF
HOOD
& GAS REG LOCATION



LANDSCAPING LEGEND

- AUSTRALIAN COUCH - RETICULATED
- CRACKED PEA GRAVEL (14-28mm)
- MULCH - COURSE w/ DROUGHT TOLERANT PLANTING - 4l VARIED, 2 per m²
- 90l NATIVE DROUGHT TOLERANT TREE

CLIENT:	SHIRE OF GASCOYNE
ADDRESS:	LOT 45 HATCH ST GASCOYNE JUNCTION TOWNSITE
HOUSE TYPE:	JASPER

Rev	Description	Date
A	Issued for tender	07/08/23

JOB No.	23111
DATE:	10/08/2023 3:53:37 PM
DRAWN:	JP
CHECKED:	-
REV:	SHEET
SCALE:	A000
As indicated	

T: 08 64540919 F: 08 64540918
W: modularwa.com.au
e: sales@modularwa.com.au
Builders reg # 101630

Use figured dimensions in preference to scaled. Copyright
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GENERAL NOTES:

- DO NOT SCALE FROM THIS DRAWING. ALL CONTRACTORS TO CHECK DIMENSIONS AND NOTES PRIOR TO COMMENCEMENT OF ANY WORKS AND ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.
- DIMENSIONS SHOWN ON THIS PLAN ARE TO STEEL FRAME AND DOES NOT INCLUDE EXTERNAL CLADDING OR INTERNAL LINING WIDTH.

CLIENT NOTE:

THIS PLAN IS TO BE READ IN CONJUNCTION WITH MODULAR WA ADDENDA AND ENGINEERED CERTIFIED DRAWINGS.

CARPENTERS NOTE:

SILICONE BEAD REQUIRED AT BASE OF WALL FRAMES TO ALL TILED WET AREAS

INTERNAL OPENINGS:

DHO: FLUSHED DOOR HEIGHT OPENING 2040mm A.F.L.
FHO: FULL HEIGHT OPENING

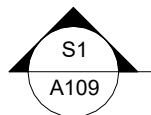
WINDOWS

WINDOW HEAD HEIGHT TO BE 2143mm A.F.L. UNLESS NOTED OTHERWISE

ABBREVIATION LEGEND

- HP HOT PLATE
- RH RANGEHOOD
- UBO UNDERBENCH OVEN
- OHC OVERHEAD CUPBOARD
- DR DRAWER
- FR/FZ REC FRIDGE / FREEZER RECESS
- DW REC DISHWASHER RECESS
- TR TROUGH
- WM REC WASHING MACHINE RECESS
- TRH TOILET ROLL HOLDER
- DTR DOUBLE TOWEL RAIL
- TRG TOWEL RING
- SR SHOWER RAIL / ROSE
- CAP CEILING ACCESS PANEL
- BRM BROOM
- V VANITY
- B BASIN
- OBS OBSCURE
- TF TIMBER FRAME
- D DOOR
- SD SLIDING DOOR
- W WINDOW
- COL COLUMN
- H/H HEAD HEIGHT
- RWP RAIN WATER PIPE
- SV SUB-FLOOR VENT
- (P) PRIVACY LATCH

WATER FEED LOCATION TO BE CONFIRMED



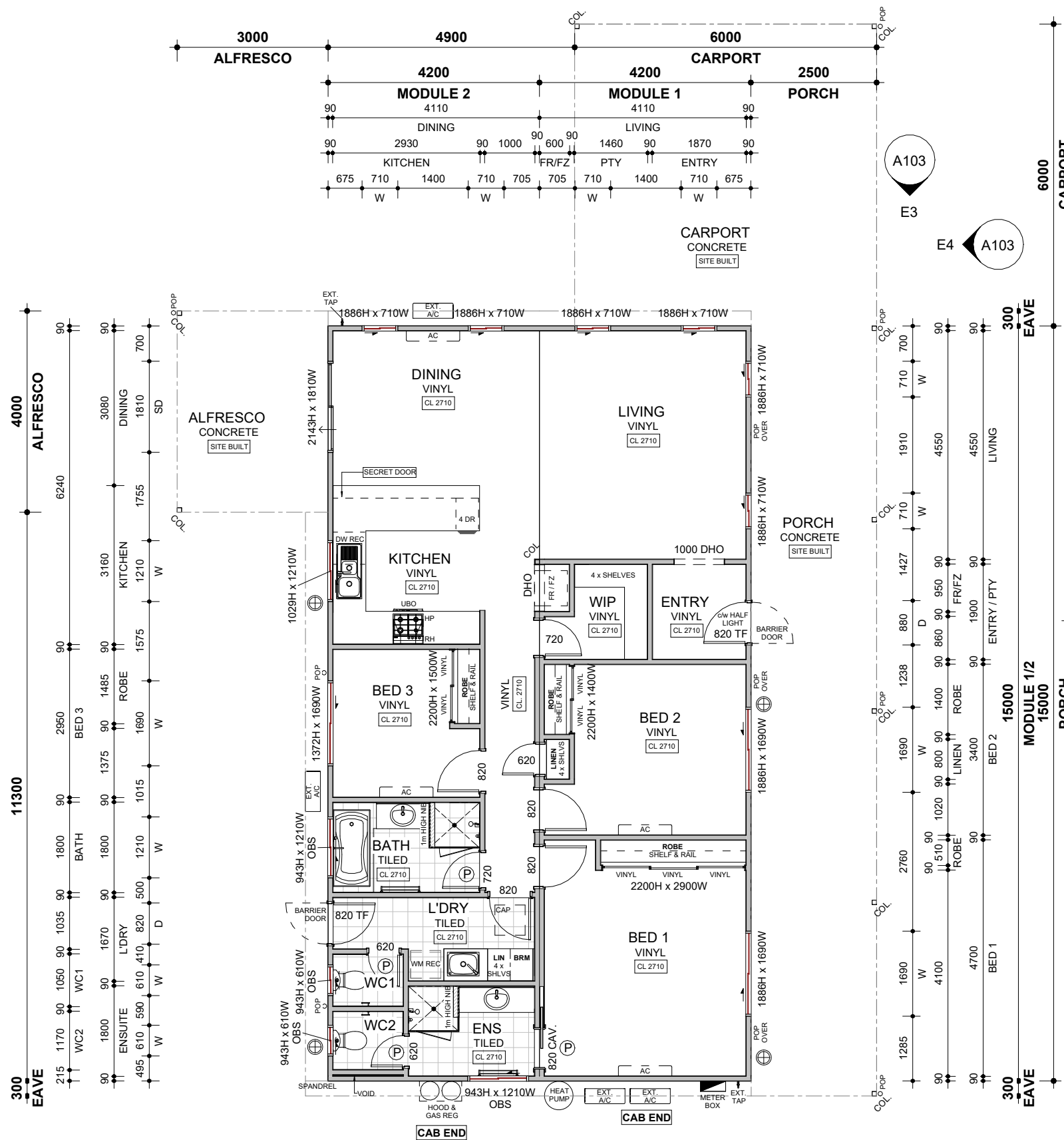
GUTTERS AND DOWNPIPE POPS TO FEED INTO RAIN WATER TANK. TANK TO HAVE OVERFLOW MEASURES INTO SITE STORMWATER MANAGEMENT



BUSHFIRE ATTACK LEVEL (BAL): LOW

WIND CLASSIFICATION: REGION A

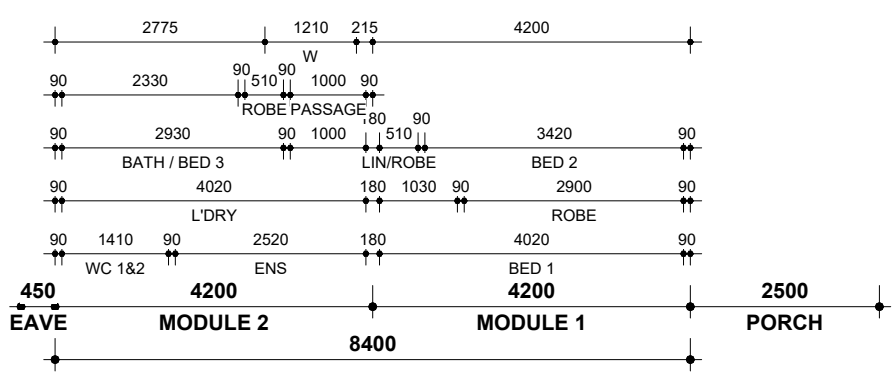
SOIL CLASSIFICATION: "TBA"



BUILDING AREA	
BUILDING	126.00m ²
ALFRESCO	12.00m ²
CARPORT	36.00m ²
PORCH	37.50m ²
TOTAL	211.50m²

ROOF AREA	
ROOF (YARD BUILT)	130.81m ²
ROOF (SITE BUILT)	85.83m ²
TOTAL	216.64m²

1 FLOOR PLAN
1 : 100



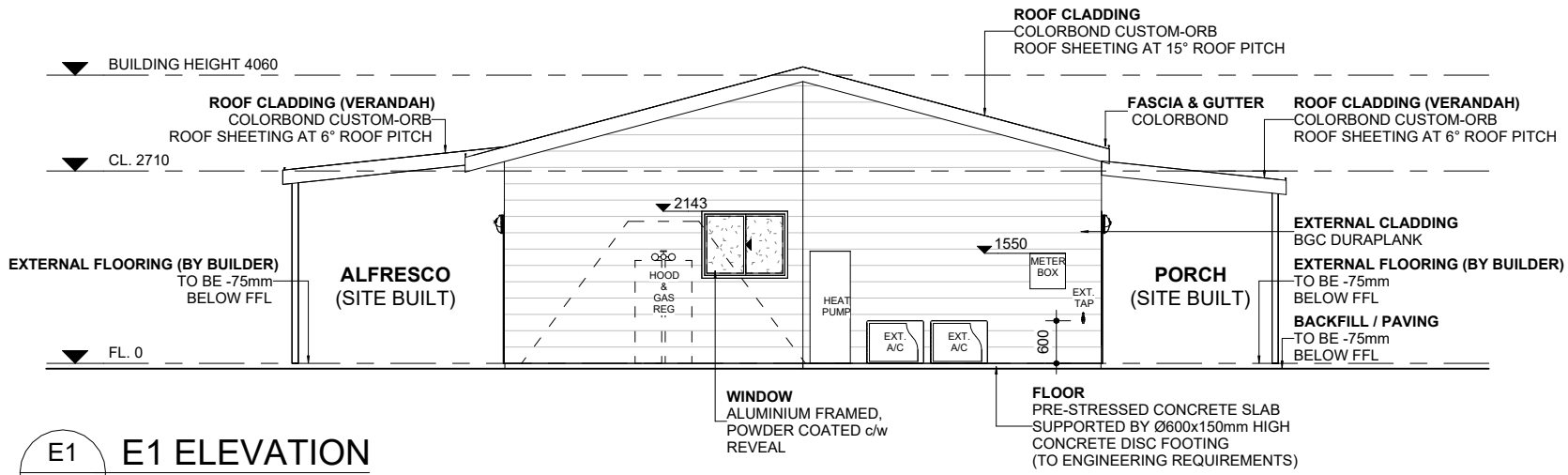
CLIENT: SHIRE OF GASCOYNE
ADDRESS: LOT 45 HATCH ST
GASCOYNE JUNCTION TOWNSITE
HOUSE TYPE: JASPER

Rev	Description	Date
A	Issued for tender	07/08/23

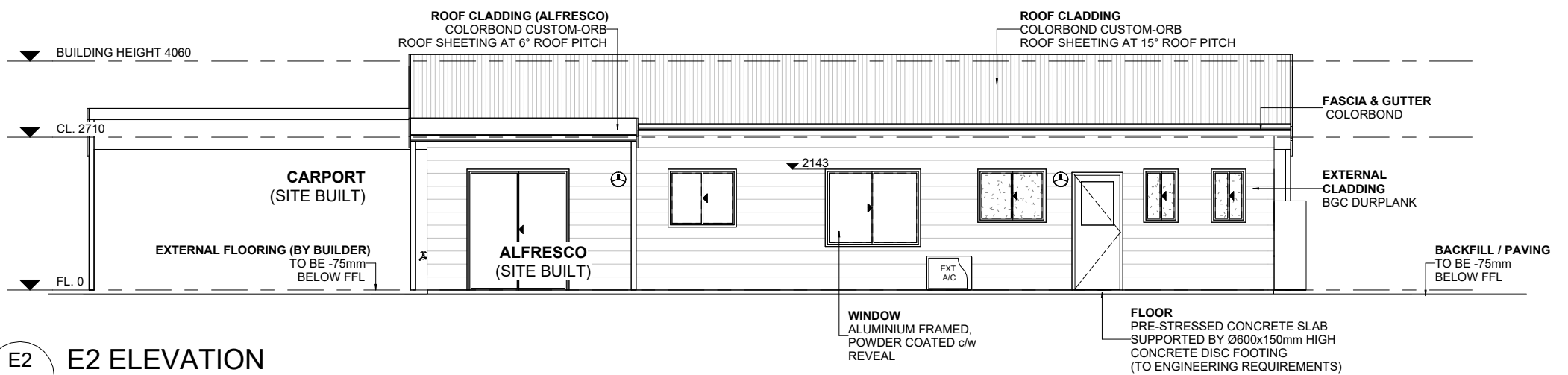
JOB No. 23111
DATE: 10/08/2023 3:53:37 PM
DRAWN: JP
CHECKED: -
REV: A
SCALE: 1 : 100

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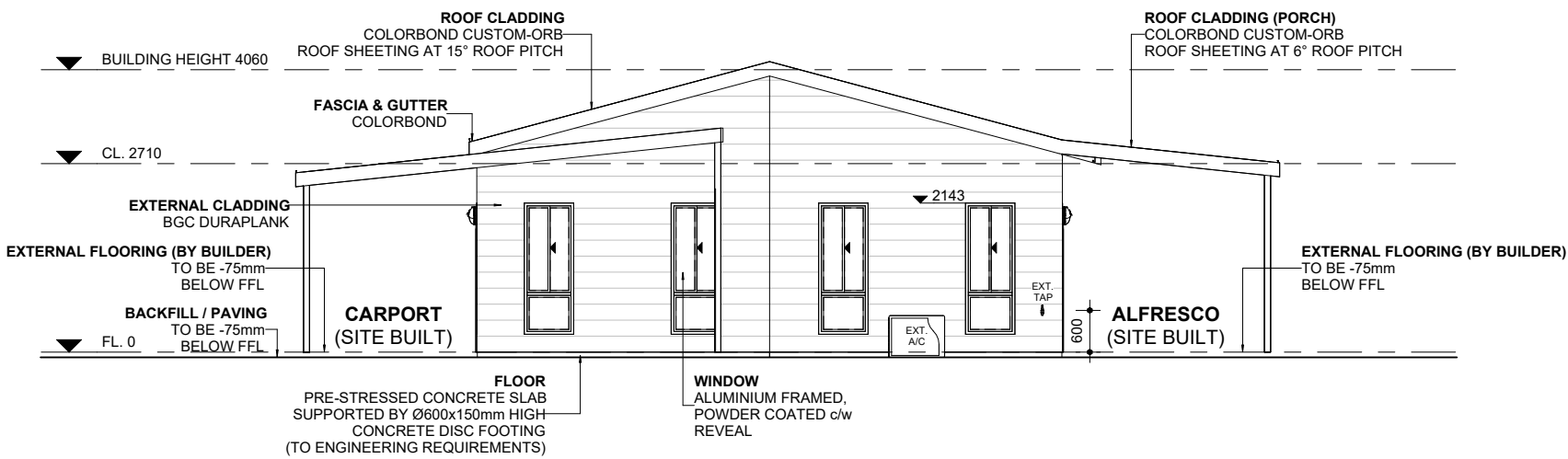
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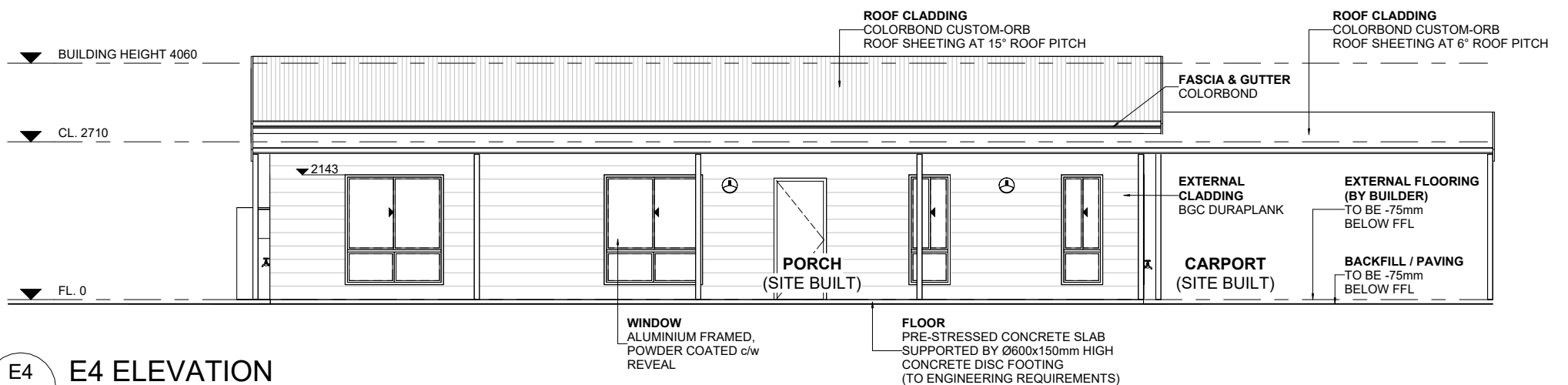
E1
A103
E1 ELEVATION
1 : 100



E2
A103
E2 ELEVATION
1 : 100



E3
A103
E3 ELEVATION
1 : 100



E4
A103
E4 ELEVATION
1 : 100

CLIENT: SHIRE OF GASCOYNE
ADDRESS: LOT 45 HATCH ST
GASCOYNE JUNCTION TOWNSITE
HOUSE TYPE: JASPER

Rev	Description	Date
A	Issued for tender	07/08/23

JOB No. 23111
DATE: 10/08/2023 3:53:38 PM
DRAWN: JP
CHECKED: -
REV: SHEET
SCALE: A
1 : 100

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ELECTRICAL LEGEND

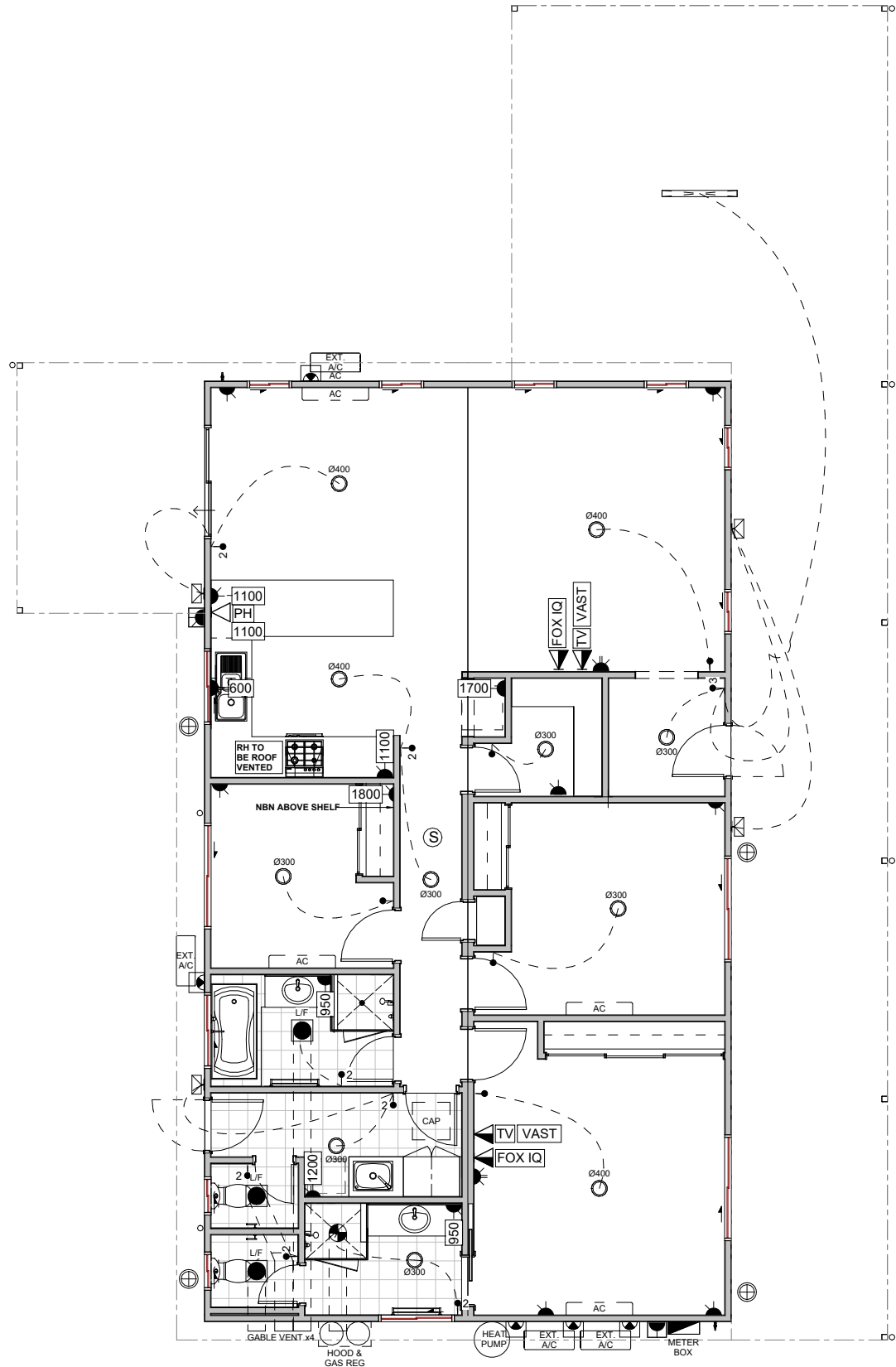
	CEILING LIGHT - L.E.D OYSTER FITTING
	CEILING LIGHT - L.E.D DOWNLIGHT FITTING
	EXTERNAL WALL LIGHT
	EXTERNAL WALL LIGHT - UP/DOWN
	L.E.D. SURFACE MOUNTED BATTEN
	MOTION SENSOR
	SINGLE GPO
	DOUBLE GPO
	QUAD GPO
	SINGLE WEATHERPROOF GPO
	DOUBLE WEATHERPROOF GPO
	ISOLATION SWITCH
	AIR CONDITIONER UNIT ISOLATOR
	PHONE / DATA OUTLET
	TV POINT (VAST)
	LIGHT SWITCH
	HARDWIRED SMOKE DETECTOR c/w BATTERY BACKUP
	EXHAUST FAN FLUMED
	HEAT / LIGHT / FAN
	LIGHT / FAN
	CEILING FAN
	CEILING FAN c/w LIGHT
	METER BOX

ELECTRICAL NOTES:

1. ALL ELECTRICAL HEIGHTS ARE MEASURED FROM FINISHED FLOOR LEVEL
2. ALL LIGHT SWITCHES TO BE 1200mm ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
3. INTERNAL GENERAL POWER OUTLETS, PHONE & DATA POINTS TO BE 300mm ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
4. EXTERNAL GENERAL POWER OUTLETS AND EXTERNAL ISO SWITCH TO BE 1200mm ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
5. EXTERNAL LIGHT FITTINGS TO BE 1900mm ABOVE FINISHED FLOOR LEVEL - MEASURED TO UNDERSIDE OF FITTING
6. POWER TO DISHWASHER RECESS, ELECTRIC OVEN, RANGEHOOD, HOT PLATE, HOT WATER SYSTEM.
7. ISOLATOR SWITCH TO BE 1000mm TO RIGHT SIDE OF HEAT PUMP WATER INLET/OUTLET PIPE OF HOUSE.

AIR CONDITIONING NOTE:

1. ALL EXTERNAL A/C BOOTS TO BE LOCATED MIN. 400mm ABOVE FFL.
2. FIRE BLANKET TO BE INSTALLED AROUND PIPES PRIOR TO INSTALLING ALL EXTERNAL A/C BOOTS.



1 ELECTRICAL PLAN

A104 1 : 100

CLIENT:	SHIRE OF GASCOYNE
ADDRESS:	LOT 45 HATCH ST GASCOYNE JUNCTION TOWNSITE
HOUSE TYPE:	JASPER

Rev	Description	Date
A	Issued for tender	07/08/23

JOB No.	23111
DATE:	10/08/2023 3:53:39 PM
DRAWN:	JP
CHECKED:	-
REV:	SHEET
SCALE:	A 1 : 100



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Builders reg # 101630

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**ATTACHMENT 1 -
INSURANCE COVERAGE**





Certificate of Currency

This is to certify the insurance policy detailed below is current and in force.

Insured Companies

Modularis Pty Ltd Trading as Modular WA and Norfolk Homes, Wayne
McGrath Pty Ltd

Type of Policy

Primary Public and Products Liability

Policy Number

AU00010918LI23A

Period of Insurance

30 June 2023 to 30 June 2024 at 4:00 pm LST

Territorial Limit

Worldwide excluding the United States of America and Canada

Limit of Liability

Public Liability	AUD 20,000,000 any one occurrence
Products Liability	AUD 20,000,000 any one occurrence and in the aggregate
Civil Liability	AUD 5,000,000 any one claim and in the annual aggregate. Retroactive date 7/4/2020

For full details regarding coverage refer to the policy documentation.

Signed on behalf of XL Insurance Company SE



.....
Nick Strong
Senior Underwriter
Casualty | Insurance

Date: 6 July 2023



CGU Workers Compensation

CGU Workers Compensation
46 Colin Street
West Perth WA 6005
GPO Box M929 PERTH WA 6843
Telephone: 1300 307 952
Email: UWworkers@cgu.com.au

EMPLOYERS' INDEMNITY INSURANCE CERTIFICATE OF CURRENCY

Adcor Risk Consultants Pty Ltd
PO Box 234
West Perth WA 6872

1. STATEMENT OF COVERAGE

The following insurance policy covers the employer's liability under the Workers' Compensation and Injury Management Act 1981.

This certificate is valid from: to

The information provided in this certificate is correct at:

2. EMPLOYER'S INFORMATION

Policy Number	State	Work Cover Number	ABN
<input type="text" value="O/17-59"/>	<input type="text" value="Western Australia"/>	<input type="text" value="WC10205158"/>	<input type="text" value="42610173316"/>

Legal Name

Trading Name

Premium (Industry) Classifications

3. IMPORTANT INFORMATION

Other Interested Parties

Common Law Cover

Underwriting Team
CGU Workers Compensation

EIL1008

Employers are required to ensure a valid certificate is available for inspection at their principal office or place of business.

ATTACHMENT 2 - OSH QUESTIONNAIRE



1 APPENDIX A - CONTRACTOR'S OCCUPATIONAL SAFETY AND HEALTH MANAGEMENT SYSTEM QUESTIONNAIRE

This questionnaire forms part of the Principal's Tender evaluation process and is to be completed by tenderers and submitted with their Tenders and labelled as "Attachment 2". The objective of the questionnaire is to provide an overview of the status of Contractor's safety management system. Contractors may be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters.

OSH Policy and Management

YES NO

Is there a written company health and safety policy?
If Yes, provide a copy of the policy.

Comments

[Refer to - M QA P021A WHS Policy Statement](#)

Does the company have an OSH Management System?
If Yes, provide details.

[Refer to attached - M QA S001 HSEQ Management System](#)

Is the OSH Management System audited or reviewed on a regular basis?
If Yes, provide details of last audit and outcomes.

[Refer to – Smartsheet BBOs, Inspections & Audits](#)

Is there a company OSH organisation chart?
If Yes, provide a copy.

Comments

[Refer to attached Organisation Chart.](#)

Are Health and safety responsibilities clearly identified for all employees?
If Yes, provide details.

[Yes, via workplace inductions, HSEQ Management System and weekly safety meeting check-ins.](#)

Are line managers held accountable for health and safety performances?
If Yes, provide details.

[Yes. Refer to M QA S001 HSEQ Management Plan for further information.](#)

PART 5	COMPLETE AND RETURN THIS PART
---------------	--------------------------------------

Safe Work Practices and Procedures	YES	NO
---	------------	-----------

<p>Has the company prepared safe operating procedures or specific safety instructions relevant to its operations? If Yes, provide a summary listing of procedures or instructions. Comments</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
---	-------------------------------------	--------------------------

[Yes. Please refer to attached examples of Safe Work Method Statements.](#)

<p>Are safe operating procedures or specific safety instructions issued to employees? If Yes, please explain how this is done.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
---	-------------------------------------	--------------------------

[Yes. Please refer to M QA S001 HSEQ Management Plan](#)

<p>Does the company have any permit to work systems? If Yes, provide a copy of a standard incident report form.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
--	-------------------------------------	--------------------------

[Yes. Please refer to M QA S001 HSEQ Management Plan as well as:
 – M QA F022 Incident Investigation Reporting and Smartsheet Incident Notification Form.](#)

Which company personnel are responsible for investigating incidents?

[All employees and contractors are responsible for reporting incidents.
 MWA's HSEQ Manager, Safety Officers and Executive Management are responsible for ensuring adequate investigations.](#)

<p>Do incident reports contain prevention recommendations?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
--	-------------------------------------	--------------------------

Who is responsible for implementing remedial measures recommended?

[Refer above, HSEQ Manager, safety officers, and executive management are to coordinate implementation of remedial measures.](#)

<p>Are these procedures to maintaining, inspecting and assessing the hazards of Plant operated/owned by the company? If Yes, provide details.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
--	-------------------------------------	--------------------------

[Refer to – Smartsheet Forklift Inspection Form and Mobile Plant Operation Audit.](#)

<p>Are their procedures to storing and handling hazardous substances? If Yes, provide details.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
---	-------------------------------------	--------------------------

[Yes. Please refer to M QA S001 HSEQ Management Plan as well as our Spill Prevention & Response Policy.](#)

<p>Are there procedures for assessing and controlling risks associated with manual handling? If Yes, provide details.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
--	-------------------------------------	--------------------------

[Yes. Please refer to - MQA P004 Manual Handling as well as Smartsheet BBOs, Inspections & Audits.](#)

PART 5**COMPLETE AND RETURN THIS PART****Occupation Safety and Health**

Describe how safety and health training is conducted in your company?

[All personnel are required to undertake the Modular WA Online Induction and if working on a site/yard must also have a valid White Card.](#)

[Site/yard first aiders are required to ensure First Aid training is current with certification expiry date tracked via the Training Matrix.](#)

[Periodically Modular WA may use monthly Toolbox discussion topics as an internal training tool.](#)

[All other training is conducted on an 'as needs' basis.](#)

Provide a summary or examples of safety and health training courses provided for, or undertaken by employees during the past 12 months.

[Examples of Training in the past 12 months:](#)

- [Modular WA Online Induction.](#)
- [St Johns - Provide First Aid & CPR Courses.](#)
- [HRWL - Forklift Truck Operations](#)
- [Toolbox Topic - Introduction to Mental Health in the Workplace.](#)

Is a record maintained of all training and induction programs undertaken for employees in your company?

If Yes, provide examples of safety training records.

[Refer to – Smartsheet Training Matrix Screenshot](#)

Provide details of any company safety induction programs for company employees and or/Sub contractors.

[All contractors and employees must agree to operate under our general and project-specific HSEQ Management Plans, and be fully inducted prior to commencing any work on site. Inductions are implemented through our digital SmartSheet system.](#)

[Please refer to the attached:](#)

[-M QA S001 HSEQ Management Plan](#)

[-M WA S026A Smartsheet HSEQ Initiative](#)

[-M QA P003 Contractor Management](#)

Safety and Health Workplace Inspection

Are regular health and safety inspections at work sites undertaken?

If Yes provide details.

YES**NO**

[Yes. Please refer to M QA S001 HSEQ Management Plan.](#)

[Refer to – Smartsheet BBOs, Inspections & Audits:](#)

PART 5	COMPLETE AND RETURN THIS PART
---------------	--------------------------------------

Are standard work place inspection checklist used to conduct health and safety inspections?
 If Yes, provide details or examples.

[Yes. Please refer to M QA F003 HSEQ Site Inspection as well as Smartsheet BBOs, Inspections & Audits:](#)

Who normally completes workplace safety and health inspections?

[Modular WA project Managers and Supervisors](#)

How are workplace safety and health inspection reports dealt with?

[Please refer to M QA S001 HSEQ Management Plan](#)

Is there a procedure by which employees can report hazards at workplaces?
 If Yes, provide details.

[Please refer to M QA S001 HSEQ Management Plan](#)

Safety and Health Consultation	YES	NO
---------------------------------------	------------	-----------

Is there a workplace safety committee? If Yes, provide details.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
--	--------------------------	-------------------------------------

[No – not applicable.](#)

[Due to the structure of Modular WA e.g., employee and contractor setup; Workplace safety is communicated in many ways, and we encourage participation and consultation on many levels:](#)

- [Internally MWA conduct a monthly HSEQ & Leadership Meeting.](#)
- [MWA host a monthly Toolbox meeting with our contractors making it as interactive as possible allowing opportunity for consultation.](#)
- [MWA encourage all personnel \(employee or contractor\) on Modular WA sites/Yards to complete Smartsheet - Hazard Report Forms to raise any hazards or issues on site.](#)
- [MWA also conduct periodic online culture & satisfaction surveys.](#)
- [MWA ensures any SWMS development have the appropriate contractor input as required for the task and the trades conducting the works.](#)

Are there guidelines on procedures governing the safety committee operation?	N/A	
---	----------------	--

Are there employee elected health and safety representatives If Yes, provide details.	N/A	
---	----------------	--

Is there a company safety officer? Comments:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
---	-------------------------------------	--------------------------

[Yes – MWA has both a HSEQ Manager and HSEQ Officer.](#)

Safety and Health Performance Monitoring

Is there a system for recording and analysing and safety performance statistics?
If Yes, provide details.

Safety performance is tracked via the recording of leading and lagging indicators. This information is then extrapolated and displayed on relevant and understandable tables, charts, and graphs. The information gathered is discussed during meetings, as noted on the HSEQ & Leadership Meeting agenda and summarised for the Toolbox Meetings.

Is safety performance on the agenda of management meetings?
If Yes, provide details.

Yes – Safety is listed in the agenda on weekly company-wide meetings, we also conduct a monthly HSEQ & Leadership Meeting as well as a monthly Toolbox meeting held that includes our manufacturing contractors.

Is senior management involved in analysis of safety performance statistics?

Senior management is actively involved in all the above-mentioned meetings.

Has the company ever been convicted of an occupational health and safety offence?
If Yes, provide details.

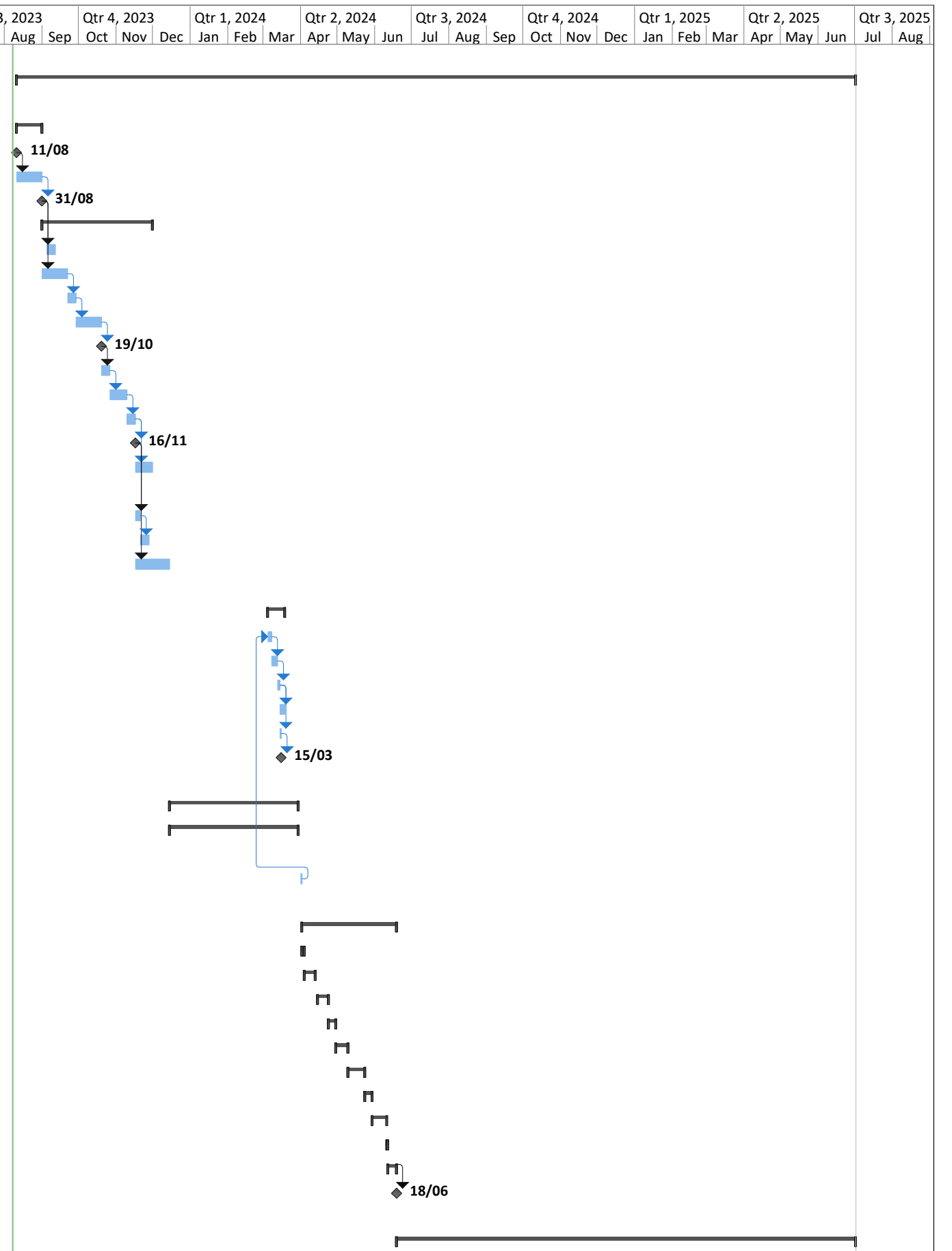
ATTACHMENT 3 - METHODOLOGY



INDICATIVE
CONSTRUCTION
PROGRAM



ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Qtr 3, 2023			Qtr 4, 2023			Qtr 1, 2024			Qtr 2, 2024			Qtr 3, 2024			Qtr 4, 2024			Qtr 1, 2025			Qtr 2, 2025			Qtr 3, 2025	
							Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1																																
2		Shire of Upper Gascoyne - Indicative Program of Works	493 days	Fri 11/08/23	Tue 1/07/25																											
3																																
4		Tender Process	15 days	Fri 11/08/23	Thu 31/08/23																											
5		Tender Submission	0 days	Fri 11/08/23	Fri 11/08/23																											
6		Tender Review by principal	15 days	Fri 11/08/23	Thu 31/08/23	5																										
7		Contract Award	0 days	Thu 31/08/23	Thu 31/08/23	6																										
8		Design Documentation & Approvals	65 days	Fri 1/09/23	Thu 30/11/23																											
9		Contract Signing	5 days	Tue 5/09/23	Mon 11/09/23	7FS+2 days																										
10		MWA Prepare Working Drawings	15 days	Fri 1/09/23	Thu 21/09/23	7																										
11		Principals Review & Comment	5 days	Fri 22/09/23	Thu 28/09/23	10																										
12		Prestart Meetings	15 days	Fri 29/09/23	Thu 19/10/23	11																										
13		MWA Submit Second Revision Drawings & Specficiation	0 days	Thu 19/10/23	Thu 19/10/23	12																										
14		Principals Review & Comment	5 days	Fri 20/10/23	Thu 26/10/23	13																										
15		Preparation of final plans	10 days	Fri 27/10/23	Thu 9/11/23	14																										
16		Final design drawings completed and signed off by principal	5 days	Fri 10/11/23	Thu 16/11/23	15																										
17		House released for construction	0 days	Thu 16/11/23	Thu 16/11/23	16																										
18		Building License Applications	10 days	Fri 17/11/23	Thu 30/11/23	16																										
19																																
20		Prepare Frames Plans	2 days	Fri 17/11/23	Mon 20/11/23	17																										
21		Engineering	5 days	Tue 21/11/23	Mon 27/11/23	20																										
22		Slab Procurement & Wall Frame Manufacture	20 days	Fri 17/11/23	Thu 14/12/23	17																										
23																																
24		Prelim Site Works	10 days	Tue 5/03/24	Mon 18/03/24																											
25		Install Rear house boundary Fencing	3 days	Tue 5/03/24	Thu 7/03/24	56FS-20 days																										
26		Remove front fencing to block (By Shire)	3 days	Fri 8/03/24	Tue 12/03/24	25																										
27		Site Cut -	2 days	Wed 13/03/24	Thu 14/03/24	26																										
28		Concrete Footings - (If Required)	2 days	Fri 15/03/24	Mon 18/03/24	27																										
29		Pad & Footing Inspection by Builder	1 day	Fri 15/03/24	Fri 15/03/24	27																										
30		Site ready	0 days	Fri 15/03/24	Fri 15/03/24	29																										
31																																
32		Yard Construction	76 days	Fri 15/12/23	Fri 29/03/24																											
33		House 1	76 days	Fri 15/12/23	Fri 29/03/24																											
55																																
56		Transport	1 day	Mon 1/04/24	Mon 1/04/24	54																										
57																																
58		Installation	56 days	Tue 2/04/24	Tue 18/06/24																											
59		Unit placement and waterproofing	2 days	Tue 2/04/24	Wed 3/04/24																											
61		Electrical Service Connections	7 days	Thu 4/04/24	Fri 12/04/24																											
63		Plumbing Service Connections & septics	7 days	Mon 15/04/24	Tue 23/04/24																											
65		Backfill and compaction & Paving prep (by others)	4 days	Wed 24/04/24	Mon 29/04/24																											
67		Concrete Paving	8 days	Tue 30/04/24	Thu 9/05/24																											
69		Erect External Structures & Complexing	10 days	Fri 10/05/24	Thu 23/05/24																											
71		Final Electrical & Plumbing Items	4 days	Fri 24/05/24	Wed 29/05/24																											
73		Landscaping & Fencing	8 days	Thu 30/05/24	Mon 10/06/24																											
75		Prehandover Inspection	1 day	Tue 11/06/24	Tue 11/06/24																											
77		Punchlist items	5 days	Wed 12/06/24	Tue 18/06/24																											
79		Practical Completion	0 days	Tue 18/06/24	Tue 18/06/24	77																										
80																																
81		Defect Liability Period	270 days	Wed 19/06/24	Tue 1/07/25																											



Project: Shire of Upper Gascoyne Date: Tue 8/08/23	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

PROJECT METHODOLOGY



RFT: 02/2023-24: UPPER GASCOYNE HOUSING PROJECT One (1) Three Bed, 2 Bath Dwelling**INTRODUCTION**

The purpose of the Construction Methodology Statement is to detail the sequence of the project management and construction works including preliminary works and handover of the completed works. The Statement provides a summary of the various stages of work and the proposed sequence of the activities.

Modular WA will, using our OSH&QA management systems, prepare a detailed Project Management Plan (PMP) for the project. The Project Management Plan will include:

1. A description of the project
2. A milestone list
3. A detailed scope of work with baseline schedule
4. A communications management plan
5. A procurement and cost management plan
6. A schedule management plan
7. A HSEQ management plan
8. A staffing management plan
9. A risk management plan

The PMP will be submitted to the client Project Manager for review and approval. The PMP will document the need to undertake a full project risk assessment to identify all risks associated with this particular project. The risks that are identified will be given a risk level rating so that they can be managed according to that level of risk. Issues and problems identified during the execution of the project will be managed using the procedures outlined in the PMP.

Specific project related issues could include:

- Materials unavailable
- Transport Logistics – route survey
- Site Induction and Site Specific Training
- Defect Identification
- Yard ITP with client hold points
- Installation of the buildings
- Program of works – engagement and coordination of site contractors

PRELIMINARY WORKS - PRIOR TO CONSTRUCTION

Prior to commencing construction Modular WA will implement and complete the following activities in the following sequence:

- Receive Letter of Award/Purchase Order from the Client.
- Set up new project in Modular WA system
- Prepare and implement a Project Management Plan.
- Prepare full working drawings and the building specification for 50% design review.
- Conduct 50% design review meeting with Client
- Undertake preliminary building compliance and energy assessment.
- Prepare contract documentation and send to the Client for approval and signing.
- Receive the signed contract documentation.
- Issue initial deposit invoice and/or specific progress payment plan.
- Conduct a prestart meeting with the Client to finalise the design, ascertain colour choices and confirm material selection.
- Prepare a variation form for the Client should any changes be required from the original plans and specification.
- Prepare a set of final plans and a revised specification for 100% design review
- Client 100% design review and final sign off.
- Submit planning/development approval if required.
- Provide complete Construction Program
- Submit shop drawings for review and comment if required.
- Complete the structural/ working drawings for engineering sign off and approval.
- Prepare a Certificate of Design Compliance and Certificate of Construction Compliance.
- Prepare and lodge an application for a Building Permit.
- Request DBYD documents.
- Conduct a review of site services and availability (Power, Water, Sewer, Telstra, NBN)
- Site establishment once Building Permit received.

CONSTRUCTION PHASE

Once the client has approved the final plans and specification Modular WA will commence work in the manufacturing yard at 31 Challenge Boulevard, Wangara. Material scheduling, procurement and construction work can commence prior to receiving the Building Permit.

PLEASE NOTE: NO SITEWORKS OR TRANSPORT OF MODULAR BUILDINGS CAN TAKE PLACE UNTIL THE BUILDING PERMIT IS IN PLACE.

We estimate the construction to proceed as per the following sequence of activities:

- Slabs delivered and set up in the yard.
- Termite barrier installed to slab edge (on splits only).
- Stand wall frames and trusses.
- Termite barrier installed to perimeter of slabs.
- External doors and window frames installed.
- Roof cover and insulation installed.
- Plumbers tube out to commence.
- Electrical pre-wire to commence.
- Thermal break and external cladding installed along with wall insulation.
- Internal linings, ceilings and cornice to be installed.
- Waterproofing to commence.
- Painter to commence seal and undercoat to walls and ceiling.
- Carpenter to commence 1st fix.
- Cabinets to be installed.
- Tiling/vinyl to commence.
- Fixing carpenter to complete.
- Painter to complete.
- Plumbers to complete their final fit off.
- Electricians to complete their final fit off.
- Install internal glazing
- Floor treatments to be installed.
- Undertake punch list inspection and complete all outstanding items.
- Builders clean of the buildings prior to transport.
- Pack and Load the buildings.
- Separate modules, secure fittings and fixtures.
- Specialised transport to Site.

ONSITE INSTALLATION

The site will be prepared by Modular WA and all onsite installation work will be completed in accordance with the structural engineer's certification, the architectural drawings and the contract specification.

Please note that responsibilities for each component are outlined and assigned in the addenda, quotation, and clarifications attachments included with our proposal. The below list is an indicative method only.

PROJECT NOTE: This project requires permanent rear fencing to be installed prior to the removal of front enclosing fences on-site. The site is part of a subdivided lot and the rear neighbouring section of the property has pets that must be contained prior to commencing new construction works.

The following schedule details the site works process:

- Identify and confirm site and boundaries.
- Implement the site Project Management plan and establish site signage and infrastructure.
- Install the temporary power and water supply as required.
- If required, install temporary and/or permanent fencing to secure boundaries.
- Identify all existing services and barricade.
- Identify and protect site structures and/ or trees and vegetation to be retained (if necessary).
- Vegetation to be cleared (if necessary). Obtain general levels with even finish as per site plan.
- Prepare building pad oversized at sides and rear for a safe working area. Clean fill to be stockpiled for future backfill use.
- Form the access driveway (if required) to allow oversized trucks and equipment access to site
- Dig and pour concrete footings (if required), remove spoil.
- Peg corners of buildings in preparation for placement.
- Test compaction over the construction area to confirm an adequate level of compaction.
- Building delivery to site and placement as per the approved site plan.
- Join up building modules and carry out waterproofing.
- Site plumber to complete the onsite join up of modules, install wastewater drains ready for connection to the sewer system. Connect sewer to site connection point or install septic system.
- Water tank to be connected and commissioned by site plumber, stormwater to be connected to rainwater tank. Water tank to be connected to scheme water with float valve to activate.
Note: Tank water to service reticulation and gardens only.
- Connect house to property water meter – test and commission
- Site electrician to complete the onsite join up of modules, installation and connection of the underground power and telephone services. Submit paperwork to supply authority for connection.
- Backfill around the buildings using imported fill or clean material stockpiled during the cut of the site. Trim and compact backfill. Ground to slope away from buildings.
- Install conduits below paving for retic pipework and service cables.
- Install concrete paving, driveway, crossover, shed pad, AC plinths and clothesline path.
- Carpentry team to install external structures and complete internal complexing.
- Site plumber to complete installation of the hot water system (and other plumbed systems if required).
- Install the external air conditioner units, test and commission.
- Site electrician to install power and light to site structures, as per plans.
- Complete the installation of fencing and gates as per plans, including post and panel retaining walls if required.
- Install clothesline and letterbox (if required) as per plans.
- Site landscaping including reticulation as per plans.
- Undertake a pre-handover inspection and rectify all punch list items.
- Complete the house clean and remove rubbish and excess construction material from site.
- Undertake a Practical Completion Inspection
- Undertake rectification of all items identified during the Practical Completion Inspection.
- Issue the handover pack to the Client including warranty information and service certificates.

DEFECTS LIABILITY PERIOD

The following schedule details management of the defects liability process.

- Defects Liability Period to commence from Practical Completion – duration as per contract.
- Modular WA will advise the Client at 1 month before DLP ends.
- Modular WA will send defect list documentation to the Client.
- Client will inspect the buildings and provide a list of items that require rectification.
- Modular WA to review defects list and schedule repair works.
- Modular WA to complete repair works.
- Upon completion of the works the Client will inspect and provide approval
- Project completed.

Please note: Modular WA will respond urgently to security, electrical, plumbing and airconditioning issues, all minor cosmetic items to be rectified once at Final Completion.

PROPOSED
SUBCONTRACTORS
& LOCAL CONTENT



MANUFACTURING SUBCONTRACTORS

Modular WA will always, when economically sustainable, engage suppliers and sub-contractors based in the local economy. Modular WA only uses local Western Australian sub-contractors and suppliers and our experience is the local businesses provide the best outcome for both Modular WA and the client.

Modular WA's team of manufacturing subcontractors all have years of experience in the modular industry as we use the same manufacturing team for each project built in our yard. This combined with our comprehensive quality control procedures ensures that every building is finished to the same high standard. All contractors engaged by Modular WA operate under a site specific HSEQ Management Plan and undergo site specific inductions prior to commencing works.

MANUFACTURING – WANGARA FACILITY

COMPANY	DESCRIPTION OF WORKS	LOCATION
B&R Painters	External/internal painting	Eden Hill, WA
Diamond Cut Tiling	Tiling	Jindalee, WA
Kellet Design Group	Certification consultants	North Perth, WA
Match Engineering	Certification consultants	Wangara, WA
Elite Pest Control	Termite barrier installation	Wangara, WA
Aishling Togala Pty Ltd	Carpentry	Joondalup, WA
KS Ceilings	Internal linings	West Swan, WA
Northshore Electrical	Yard electrical	Wangara, WA
Living Electrical & Data	Yard electrical	Wangara, WA
Quality Carpentry	Carpentry	Greenwood, WA
Trevor's Carpets	Carpet/vinyl supply & installation	Osborne Park, WA
Next Step Plumbing	Yard Plumbing	Quinn's Rocks, WA
Westcape Joinery	Cabinetry	Wangara, WA
WA Universal Transport	Module Transport	Roleystone, WA

t (08) 6454 0919

w modularwa.com.au

31 Challenge Boulevard, Wangara WA 6065

MODULARIS PTY LTD ABN 42610173316; BRN 101630

ON-SITE WORKS – LOCAL REGION CONTENT

***Note: On-site subcontractors listed are proposed only, based on Modular WA's intent to engage for quotation once site reports and investigations are carried out post-contract award. Final subcontractors are able to be confirmed on contract award and prior to construction commencement if required and will be selected subject to availability and cost efficiency.

COMPANY	DESCRIPTION OF WORKS	LOCATION	LOCAL CONTENT VALUE
KTM	Module Transport	Perth, WA	N/A
Pitcher Contracting	On-Site Complexing	Perth, WA	N/A
Pitcher Contracting	On-Site Built Structures	Perth, WA	N/A
U2 Bobcat Hire	Earthworks	Carnarvon, WA	\$50,000
Paul Kearney	On-Site Concrete Footings	Carnarvon, WA	\$16,250
Rado Electrical Services	On-Site Electrical	Carnarvon, WA	\$13,007
Gascoyne Plumbing	On-Site Plumbing + Septics	Carnarvon, WA	\$40,086
Paul Kearney	On-Site External Concrete Floors	Carnarvon, WA	\$41,113
Gascoyne Landscaping	Landscaping	Carnarvon, WA	\$28,750
Gascoyne Landscaping	Fencing	Carnarvon, WA	\$62,500
Local trade TBC	House Clean On-site	TBC	\$4,375
Gascoyne Plumbing	Site Toilet	Carnarvon, WA	\$ 3,048
MKB Skip Bins	Skip Bin Supply	Carnarvon, WA	\$4,938
TOTAL LOCAL CONTENT (ex GST):			<u>\$264,066</u>

t (08) 6454 0919

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31 Challenge Boulevard, Wangara WA 6065

MODULARIS PTY LTD ABN 42610173316; BRN 101630

ADDENDA TO SPECIFICATION





TENDER ADDENDA

Rev No.	00-T2
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JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

- SPECIAL NOTES**
- 1) This selection should be read in conjunction with the General Specification for full details
 - 2) Details contained herein take precedence over the General Specification, with Variations to Contract dated later than this document taking precedence thereafter

All items subject to the clarifications, critical assumptions, quotation, and design drawings included with MWA's tender submission.
 Note: Colour selections and final design confirmation to be approved post-award.

<p>1</p>	<p>PRELIMINARIES</p> <p>DEPOSITS/FEES TO SHIRE</p> <p style="padding-left: 20px;">Kerb Bonds</p> <p>APPROVALS</p> <p style="padding-left: 20px;">Planning Approval</p> <p style="padding-left: 20px;">Building Approval & CDC</p> <p style="padding-left: 20px;">Water Corp Approval</p> <p style="padding-left: 20px;">Septic System Approval</p> <p style="padding-left: 20px;">Site Soil Report</p> <p style="padding-left: 20px;">Contour Feature Survey</p> <p style="padding-left: 20px;">Demolition Approval</p> <p style="padding-left: 20px;">BAL Report</p> <p>INSURANCES</p> <p style="padding-left: 20px;">Home Owners Indemnity</p>	<p>No Allowance</p> <p>No Allowance</p> <p>By Builder</p> <p>By Builder - based on standard lot</p> <p>No allowance for Water Corporation Headworks Fees</p> <p>By Builder</p> <p>By Builder</p> <p>Based on 'A' or 'S' class site.</p> <p>By Builder</p> <p>No Allowance</p> <p>No Allowance - Not Required</p> <p>To be built to BAL-LOW Requirements</p> <p>By Builder</p>
<p>2</p>	<p>TERMITE TREATMENT</p> <p>Refer 'Modular Framed Construction' Specification for further details</p>	<p>By Builder</p>
<p>3</p>	<p>MATERIALS</p>	<p>Refer 'Modular Framed Construction' Specification for further details</p>
<p>4</p>	<p>SITE ALLOWANCES</p> <p>SITE PREPARATION</p>	<p><u>All siteworks pricing subject to review upon final design confirmation, receipt of contour feature survey and results of site classification soil test.</u></p> <p>Provisional Sum allowance - refer to price schedule</p> <p>By Builder - Based on 'A/S' class soil types only</p> <p>Cut and fill site ready for new construction. Finished floor level of house to be as detailed on plans.</p> <p>Compact all areas under buildings and footings, watering soil as required to assist compaction.</p>

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
---------	-------

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

SITE PREPARATION *(continued..)*

No allowance for the removal of unexpected materials/vegetation on site, it is assumed a clear site with any obstructive fencing to be removed by client for access prior to transport of modules.

Excavated material to be stored onsite for return trip to site for backfill once services are in place and prior to external structures being erected. Additional fill where required to be low clay content sand or blended fill.

Level and compact fill ready for install of concrete paths, external structures, and driveway.

No allowance for craning modules into place if required

No allowance for any traffic management for delivery of modules

ROCK BREAKING & HARD DIGGING

No allowance for any rock breaking or hard digging encountered during site works or connections to services.

RETAINING

No allowance - subject to contour feature survey

SITE BOUNDARIES

Note: The site boundaries must be clearly identified. We may require a licenced land surveyor to establish the boundaries at the Owner's cost if the boundary is not accurately and clearly defined

ONSITE PLUMBING

By Builder

Provisional Sum allowance - refer to price schedule

Join up of modules and connection to existing water service.

Install and commission HWS and install sub floor ventilation

Install and commission of water tank and pump system

WATER TANK

By Builder

Provisional Sum allowance - refer to price schedule

9,000L poly water tank with float valve fed from mains water with 240v pressure pump to service retic system.

SEPTIC SYSTEM

By Builder

Provisional Sum allowance - refer to price schedule

Builder to supply and install septic system including:

Permit Application and Tank/Drain Design

3,200L Coerco Septic Tank with Baffle

(2) x 10.08m Rainsmart Type L Leach Drains (14sg/d)

Installed with Diverter (or other approved system).

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
---------	-------

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

8 EXTERNAL

EXTERNAL WALL CLADDING

Main Wall Cladding

Colour to be Selected:

External Door Frame Colour:

External Door Colour:

Eaves Lining Colour:

Note: Fibre cement product screw holes are not filled

TBA Builders Standard Range

TBA Builders Standard Range

TBA Builders Standard Range

TBA Builders Standard Range

TBA Builders Standard Range

ROOF CLADDING

Type

Colour to be selected:

.42 Corrugated Colorbond

TBA Builders Standard Range

GUTTERS

Type

Colour to be selected:

Colorbond Slotted Settlers

TBA Builders Standard Range

FASCIA AND BARGE

Type

Colour to be selected:

.60 Colorbond

TBA Builders Standard Range

DOWNPIPES

Type:

Colour to be selected:

Plumbed to poly tank for water collection.

90x45mm Colorbond

TBA Builders Standard Range

9 INTERNAL LININGS

INTERNAL WALL LININGS

Wall linings

Shower wall linings

Wet area wall linings

Refer 'Modular Framed Construction' Specification for further details

10mm Plasterboard with external corner beads

9mm water resistant FRC lining board to shower walls

10mm wet area plasterboard to bathroom, ensuite, WC and laundry trough walls

10 INSULATION

Builders Blanket

Roof Area Ceilings

External Walls

Foil to external walls

Internal walls

R1.3 50mm builders blanket to underside of the roof decking over internal floor area (std)

R4.0 insulation batts to internal roof area ceilings

R2.5 insulation batts to external walls

Vapour barrier permeable wrap

Not applicable - no allowance

Owner Initial.....

Owner Initial.....

TENDER ADDENDA

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

11 CEILINGS

Ceiling Lining
 Ceiling height to main house area
 Cornice Type
 Feature Ceilings
 Location:

10mm Plasterboard
 Ceilings to main area at 2700mm unless otherwise specified
 55mm coved cornice
 Not applicable
 Not applicable

12 WINDOWS AND DOORS

Sliding aluminium with key locks as per plan.
 Keylock handles to all sliding doors
 Colour to be selected:

TBA Builders Standard Range

Obscure windows Type
 Obscure windows Location

Satinlite
 Bathroom, Ensuite and WC's

FLYSCREENS

To all aluminium windows and sliding doors

By Builder

SECURITY SCREENS

Alugard Perforated aluminium mesh with triple lock mechanism
 Location:
 Colour to be selected:

All swinging and sliding external doors
 TBA Builders Standard Range

13 DOORS

EXTERNAL DOORS

EXTERNAL ENTRY

M&B 'Designer' range, paint grade solid, routed one side only.
 Glazing (if applicable)
 Entry Door Sidelight
 External Laundry Door

M&B Madeley
 No allowance
 No allowance
 Corinthian clear glazed No.7 half light solid door

Internal Doors

Internal Doors
 (Location):

Note: Gap between door and floor shall be approximately 20mm above concrete floor.
 Redicote flush panel (Std)
 Throughout internally

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
---------	-------

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

EXTERNAL DOOR SEALS

Aquamac AQ21BFR doors seals compliant to BAL40 with Raven RP4 to sill

DOOR STOPS

Door buffers to all internal doors
P stops to all external swinging doors

DOOR FURNITURE

Entry Door Furniture
Colour to be selected:

TBA Builders standard range
TBA Builders standard range

Laundry Door Furniture
Colour to be selected:

TBA Builders standard range
TBA Builders standard range

Entry and Laundry Deadlock
Colour to be selected:

TBA Builders standard range
TBA Builders standard range

Internal doors
Colour to be selected:

TBA Builders standard range
TBA Builders standard range

Privacy Sets
Colour to be selected:
Location

TBA Builders standard range
TBA Builders standard range
To bathroom, ensuite and WC's

14 MOULDINGS

Window Reveal Linings
Skirting Boards

Flush plasterboard to all wet areas and internal windows (std)
66 x 18 Splayed Profile

SHELVING

Pantry
Linen
Broom
Robes

4 x Melamine shelves
4 x Melamine shelves
Single melamine shelf
Single melamine shelf and rail

15 CABINETS

KITCHEN

Laminate Benchtop Profile
End panels
Door facings
Overhead cupboards

See Tile Selection sheet for cabinet door and benchtop colour selections. (Selections TBC at Prestart)

40mm thick substitute square form (8mm radius)
Laminate pre-finished board to match door facing colour
Laminate pre-finished board with ABS edging to all edges
No allowance

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

KITCHEN *(continued)*

- Bank of small drawers
- Bank of pot drawers
- Bin Recess
- Kickboards
- Dishwasher Recess

- To kitchen as detailed on plans
- No allowance
- No allowance
- As per Tile Selection sheet
- Freestanding opening as per plan dimensions. Stop cock and single GPO to dishwasher recess by Builder. Dishwasher supplied and installed by Owner after handover unless otherwise specified in the Addenda.

Cabinet maker to provide access hole for plumbing purposes

- Microwave Recess
- Soft closers
- Handles Type and Colour
- Handles Position

- No allowance
- Soft closers to all door and drawers
- TBA Builders standard range
- Vertical to all doors and horizontal to drawers

BATHROOM

- Benchtop Profile
- Door facings
- Kickboards
- Vanity Drawers
- Soft closers
- Handles Type and Location
- Handles Position

- 40mm thick substitute square form (8mm radius)
- Laminate pre-finished board with ABS edging to all edges
- Tiled kickboards
- No allowance
- Soft closers to doors only
- TBA Builders standard range
- Vertical

ENSUITE

- Benchtop Profile
- Door facings
- Kickboards
- Vanity Drawers
- Soft Closers
- Handles Type and Location
- Handles Position

- 40mm thick substitute square form (8mm radius)
- Laminate pre-finished board with ABS edging to all edges
- Tiled kickboards
- No allowance
- Soft closers to doors only
- TBA Builders standard range
- Vertical

LAUNDRY

- Benchtop Profile
- Door facings
- Overhead cupboards
- Kickboards
- Soft Closers
- Handles Type and Location
- Handles Position

- 40mm thick substitute square form (8mm radius)
- Laminate pre-finished board with ABS edging to all edges
- Cabinet maker to provide access holes for plumbing purposes***
- No allowance
- Tiled kickboards
- Soft closers to doors only
- TBA Builders standard range
- Vertical

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
---------	-------

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

16 PLUMBING

FIXTURES:

KITCHEN

- Sink make and model
- Sink Tapware
- Tapholes
- Fridge recess stop cock

- Seima Acero 1080 1.75 end bowl with drainer (191615) std
- Classico Sink Mixer (51093)
- 1 taphole
- No allowance

BATHROOM

- Vanity make and model

- Vanity Tapware
- Tapholes
- Bath make and model

- White ceramic Seima Chios 201 1TH oval inset basin (191467) with chrome pop up plug and waste (191825) std
- Classico basin mixer (50093)
- 1 taphole
- Seima white acrylic Syros 103 1525 Select bath with chrome plug and washer (191511) std
- Classico mixer bath set with Niseko 170 spout (58094)
- Hobless shower recess (std)
- Classico wall mixer (52090)
- Alder Moda handheld/bracket HS375 with flexible hose (98437) std

- Bath Tapware
- Hobless Shower
- Shower Tapware
- Shower Head

ACCESSORIES

- Towel Rails
- Soap holder

- Star double 750mm towel rail (86992)
- No allowance

WC's

- Toilet roll holder
- Toilet Suite

- Toilet roll holder
- Towel Rings

- Star toilet roll holder (86993)
- Everhard closed couple 4.5/3 smart flush suite with concealed pan. 4 star wels rated.
- Star toilet roll holder (86993)
- Star towel ring (86994)

ENSUITE

- Vanity make and model

- Vanity Tapware
- Tapholes
- Hobless Shower
- Shower Tapware
- Shower Head

- White ceramic Seima Chios 201 1TH oval inset basin (191467) with chrome pop up plug and waste (191825) std
- Classico basin mixer (50093)
- 1 taphole
- Hobless shower recess (std)
- Classico wall mixer (52090)
- Alder Moda handheld/bracket HS375 with flexible hose (98437) std

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
---------	-------

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

ACCESSORIES

Towel Rails
Soap holder

Star double 750mm towel rail (86992)
No allowance

LAUNDRY

Trough make and model
Trough Tapware
Tapholes
WM Recess Tapware
WM Recess Taps Location

Seima Acero 007 45L SS inset trough (191594)
Classico Sink Mixer (51093)
1 taphole
Chrome ministops
In cabinet next to WM recess

FLOOR WASTE

Square chrome (std)

GARDEN TAPS

Location

As detailed on plans

GAS FITTINGS

Type
Fitting

Based on medium to high gas pressure
LPG
To HWS and hotplate

Note: No allowance for supply of LPG bottles street or supply of LPG bottles.

17 APPLIANCES

Hot Water Unit

Chromagen 170L Midea heat pump
To be installed and commissioned onsite by Builders contractor

Heat Pumps Only

Note: Electrical supply point for heat pump to be 1m to the RIGHT of the inlet outlet pipe works on the home

Oven
Hotplate
Rangehood
Dishwasher

Westinghouse WVG6515SD 60cm Gas Oven
Westinghouse WHG643SB 60cm 4 burner gas hotplate (std)
Westinghouse CRC612SB 60cm canopy rangehood (std)
No allowance

18 GLAZIER

BATHROOM

Shower Screen Doors
Shower Screen Frame Colour
Shower Screen Glazing
950mm high above vanity mirror type
Mirror Screen Frame Colour

Pivot Doors (std)
TBA Builders standard range
TBA Builders standard range
Framed (std)
TBA Builders standard range

Owner Initial.....

Owner Initial.....

TENDER ADDENDA

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

ENSUITE

Shower Screen Door
 Shower Screen Frame Colour
 Shower Screen Glazing
 950mm high above vanity mirror type
 Mirror Screen Frame Colour

Pivot Doors (std)
 TBA Builders standard range
 TBA Builders standard range
 Framed (std)
 TBA Builders standard range

19 SLIDING ROBES

Location
 Frame Colour
 Door Colour

Bedrooms 1, 2, 3
 TBA Builders standard range
 TBA Builders standard range

20 WALL AND FLOOR TILES

WALLS:

***Prime cost allowance of \$44.00m² retail for supply of floor and wall tiles.
 Maximum tile selection size of 300x300 to wet areas and 450x450 to main floor areas (if applicable).***

400mm above kitchen bench (std)
 700mm to underside of rangehood
 1 course of skirtings to wet areas
 1 course above vanities and basins
 400mm above trough and WM
 2000mm high tiling to showers
 400mm above baths

FLOORS:

Mitring to tiled hobs in wet areas:

To all wet areas as detailed on plans
 Mitring to tiled hobs included by Builder

21 ELECTRICAL

Finish
 Locations and Heights

HPM Legrand Excel Life
 White
 Light switches and power point locations and heights as nominated on plans

Power Source

Single phase supply with RCBO trip safe earth leakage and short circuit/overload protection to every circuit.

Meter Box

450x450 galvanised metal painted to match residence

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

LIGHT FITTINGS

LED oyster lights as per plan (std)

Haneco HANCL15W300R Multi LED oyster light

LED oyster lights as per plan (std)

Haneco HANCL25W400R Multi LED oyster light

Globe Colour: To be selected at Prestart

LED external wall lights (std)

Robus LED oval bunker light LEDRHV12CCT3-01

Colour:

TBA Builders standard range

Sweep fans

No allowance

POWER POINTS

Double GPO's as per plan

As detailed on plans

Single GPO's as per plan

As detailed on plans

Double weatherproof GPO (std) as per plan

As detailed on plans

NBN PROVISION

Conduit, draw wire and blank plate for future NBN provision by Builder.

No allowance for internal or external cabling. NBN connection by licenced NBN installer after handover by Owner

EXHAUST FANS

Location:

Bathroom

Fantech RESPG150RNWH-LED round grill exhaust fan with LED light combination with backdraft damper flued externally

Ensuite

Fantech RESPG150RNWH round grill exhaust fan with backdraft damper flued externally

WC's

Fantech RESPG150RNWH-LED round grill exhaust fan with LED light combination with backdraft damper flued externally

TV POINTS

TV coaxial point to Living

TV ANTENNA

VAST digital satellite receiver with locations as per plans

TELEPHONE POINTS

As detailed on plans

Connection between housing components. Conduits and draw wires to Telstra comms pit by Builder. Telstra connection via licenced Telstra agent.

FOXTEL PROVISION

Provision for Foxtel IQ point only as per plans

Client to apply for service account and connect-up post-handover.

DATA POINTS

As per plans

Owner Initial.....

Owner Initial.....

TENDER ADDENDA

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

SMOKE ALARMS (as per plans)

Hardwired with battery back up

AIR CONDITIONING

Note: Final installation and connection of external units onsite by *Builder's* contractor.

Type

Location

Mitsubishi MSZ-AP71VG 7.1kw reverse cycle split system
Living

Type

Location

Mitsubishi MSZ-AP25VG 2.5kw reverse cycle split system
Bed 1, 2 & 3

22 PAINTER

Note: Allowance of 2 colours for external wall claddings and eaves linings. Allowance of 1 internal wall colour. Door jambs architraves and skirtings to be done in the same colour. Different percentage is allowable for no extra cost.
Internal walls - Wall board sealer to all walls with 2 coats of washable low sheen
Ceilings and Cornice - Wall board sealer with 2 coats of flat white ceiling paint.
All internal and external doors to be sealed at the bottom and glossed to the top of the doors

INTERNAL PAINT COLOURS

LIVING

TBA Builders standard range

KITCHEN

TBA Builders standard range

DINING

TBA Builders standard range

ENTRY

TBA Builders standard range

PASSAGES

TBA Builders standard range

BED 1

TBA Builders standard range

BED 2

TBA Builders standard range

BED 3

TBA Builders standard range

BATHROOM

TBA Builders standard range

ENSUITE

TBA Builders standard range

WC's

TBA Builders standard range

LAUNDRY

TBA Builders standard range

CEILING & CORNICE COLOUR

Flat White ceiling paint throughout

DOORS, FRAMES, REVEALS ETC

TBA Builders standard range

SKIRTINGS

TBA Builders standard range

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
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JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

23 WINDOW TREATMENTS

Type

Blockout Roller Blinds

Colour

TBA Builders standard range

Location

All windows and glass doors

24 FLOOR TREATMENTS

VINYL

Type

Trevors Polaris Pro easy lay Vinyl Planking

Colour

TBA Builders standard range

Location

Throughout excluding wet areas

25 ONSITE WORKS

EXTERNAL STRUCTURES

***Shadow Grey to underside of exposed roof sheets.
Fixed and installed to manufacturers specifications.***

Type

Carport

Roof Colour

TBA Builders Standard Range

Gutter Colour

TBA Builders Standard Range

Posts, Trusses, Rafters and Purlin colours

TBA Builders Standard Range

Gable end cladding

Not applicable

Floor Type

No allowance

By Owner or Builder

By Builder

Type

Alfresco

Roof Colour

TBA Builders Standard Range

Gutter Colour

TBA Builders Standard Range

Posts, Trusses, Rafters and Purlin colours

TBA Builders Standard Range

Gable end cladding

Not applicable

Floor Type

No allowance

By Owner or Builder

By Builder

EXT. STRUCTURE FOOTINGS

Footings to be poured onsite with external concrete floors.

By Builder

LANDSCAPING

Provisional Sum allowance - refer to price schedule
Waterwise, low maintenance landscaping plan utilising native species wherever possible to be developed and approved upon contract award by the Client.
No allowance for landscaping to verge area.

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
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JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

RETICULATION

Reticulation controller and solenoids to all garden/lawn areas.
To be fed from water tank supply.

FENCING

Provisional Sum allowance - refer to price schedule

Type

1200mm Pool Style Fencing

Colour

TBA - Builder's standard range

Location

To enclose front yard suitable for pets, extent as per plans.

Note: Rear boundary fence to be installed prior to removal of any other fencing in order to contain adjoining property pets.

Shire to remove any front and side fencing as required on request, to facilitate delivery of the modules on-site.

Builder to then re-instate this fencing upon completion of home delivery in order to maintain continuity of lot fencing.

RETAINING

No allowance

GRANO AND/OR PAVING

By Owner or Builder

By Builder

Colour

Grey grano

Location

To extent as per plans

CROSSOVER

By Builder - installed as per Shire requirements

26 MISCELLANEOUS CLEANING

Note: All excess building materials and waste to be removed from site by Owner.

Basic internal clean in yard prior to delivery

By Builder

Final external and internal clean onsite

No allowance

Final external clean onsite

No allowance

SKIP BIN

Minimum 3m³ waste bin onsite at time of arrival of housing components

By Builder

SITE TOILET

By Builder

LETTERBOX

No allowance

CLOTHESLINE

Ground mount cityliving clothesline, colour TBC from Builder range

Owner Initial.....

Owner Initial.....



TENDER ADDENDA

Rev No.	00-T2
---------	-------

JOB No: 23111

Client Liaison:

Client: Shire of Upper Gascoyne

Email:

Site: Lot 45 Hatch St, Gascoyne Junction WA

Mobile:

POWER AUTHORITY ADDITIONAL CHARGES

No allowance

No escort allowance for single power line lifts on route to property. Only charged if applicable once final design is confirmed with the Client and route survey is conducted.

Note no Builder's margin will be added to the cost if applicable.

Signed:

Owner.....

Owner.....

Signed by Builder.....

Date.....

Owner Initial.....

Owner Initial.....

SUPPORTING DOCUMENTS



CAPABILITY STATEMENT





YARD 1 - CHALLENGE BOULEVARD, WANGARA

We're fully equipped, with capacity to deliver.

Modular WA has multiple Perth-based manufacturing facilities which are fully equipped to produce high volumes of modular buildings quickly, efficiently, and in a safe, controlled manner. Currently we control three scalable construction yards with an ample 40,000m² of manufacturing footprint. Each yard is constantly

monitored by their own dedicated supervision teams, ensuring consistent quality control every single time. These facilities along with our extensively experienced project team and strong financial track record instill the utmost of confidence in our clients to deliver high quality, large volume projects on schedule, and as planned.

Scalable and expansive, managed by a team of experts specialised in high volume output.




YARD 3 - GNANGARA ROAD, LANDSDALE

- 3 x purpose-built facilities based in Wangara and Landsdale, WA
- Large, scalable manufacturing footprint plus offices and storage capabilities
- Each yard constantly monitored by dedicated supervision teams for consistent quality control



“Delivering cost efficiency to our clients without the sacrifice of quality.”





Three **fully supervised** facilities,
across a massive 40,000m²
manufacturing footprint...

...ensuring **reliable, consistent**
quality control.





An award-winning team of experts

Our team has earned a statewide reputation for delivering exceptional quality modular solutions across Western Australia. We have assembled a curated team with over 150+ years of combined and applied industry experience specific to modular construction and the resources sector.

Our executive directors and many of our key personnel have worked together for a considerable number of years and have contributed to some of WA's best known and most innovative commercial projects from land estates, mining camps, offices, classrooms, and resort accommodation just to name a few.

Our core team members have been delivering modular projects for decades, contributing to some of WA's best known and most innovative large-scale modular projects.



AREAS OF SPECIALITY:

- High volume production
- Bespoke design services
- Rapidly delivered solutions
- Exemplary quality control





COMMERCIAL

- Corporate Offices
- Health Care Facilities
- Government Facilities
- Hospitality and Tourism
- Mining and Resources
- Agriculture and Farming
- Recreation and Training

RESIDENTIAL

- Metropolitan and Remote Housing
- Single and Multi-Storey Apartments
- Granny Flats
- Park Homes and Cabins
- Government and Indigenous Housing

EDUCATION

- New Primary/Secondary School Developments
- Classrooms
- Science and Home Economics Buildings
- Day Care Centres
- Sports Facilities
- Administration Buildings

VILLAGES

- Lifestyle Villages
- Tourist and Caravan Parks
- Student Accommodation
- Affordable Housing Developments





We're for WA

Modular WA is all about keeping it real. As a proud locally owned WA Company, we know it's the people that build our communities and enterprises and we're committed to employing those that reside in our great state. With every commercial project we undertake, we employ both locally at our Perth based manufacturing yard (during the construction process) and also in the local community to finish our projects.

We engage and rely on local trades, including earthwork contractors, concrete workers, plumbers and electricians to bring our buildings to life on the ground.



We're for sustainability

Sustainable Design + Construction

Modular WA has an unwavering commitment to quality, from superior materials to meticulous construction methods. It all adds up to the design and construction of industry leading, energy efficient, low maintenance modular buildings.

From cyclones, to heat waves and freezing lows, our modular buildings are built to withstand everything WA throws at them. So if you're living and working in Karratha or Marble Bar, you will keep the heat out while reducing energy consumption. And if you are living and working in Albany or Esperance, you can kick back in warm comfort when the mercury plunges.

Our buildings always achieve a high level of energy efficiency. Whether it's our high quality lightweight external cladding delivering superior ambient temperature control or our formaldehyde free insulation protecting you from health, dust and odour issues, Modular WA has considered every detail.

Our ability to construct a large component of the building "offsite" has a substantial impact on the efficient use of materials and reduces the waste generated during the construction process. This is good for the environment as it dramatically reduces the amount of waste going to landfill. Recycling forms a big part of our commitment to waste reduction with materials such as steel being recovered and recycled.





We're for intelligent design

Modular WA has assembled a design team with vast experience in the modular field, having tackled projects from custom residential housing to modular accommodation villages and commercial buildings. Our team values efficient, functional design and we are constantly looking for new, innovative solutions in order to achieve the best possible outcome for our clients.

With a focus on designing high quality buildings without compromising on cost efficiency, the Modular WA team consistently deliver attractive, livable buildings individually tailored to each client, and designed for maximum functionality.

We're for strength

When you partner with Modular WA, you have peace of mind that your investment is based on a solid foundation of both financial strength and quality control. Modular WA is backed by the Wyllie Group, which allows us to apply all of the resources necessary to produce modular building solutions of any size with complete confidence that the project will be delivered on time.

The reputation of our experienced Modular WA team is undeniably strong, which is no surprise given they have all taken a relentless approach to enforcing exceptional standards of quality control throughout their careers. It's this approach, which has guided the development of Modular WA's own systems and processes, which ensures every project is finished to the very highest guarantee of quality.

We're for safety

Modular WA's Occupational Safety and Health Policy is based on a belief that the well-being of people employed at work, or people affected by our work, is a major cornerstone of the way we do business and must be considered in all aspects of our operations. People are our most important asset, and safety and health in the workplace is everyone's responsibility with every person being treated with equal priority, including members of the public.

Modular WA, led by its senior management strives to achieve an outcome of zero harm in the workplace and will comply with all relevant legislative requirements. We will also train and encourage all workers to strive to achieve our goal of a zero harm workplace.

Modular WA has established an Integrated Safety Management Plan to ensure our occupational health and safety goals and procedures are clearly communicated to all stakeholders and to ensure compliance with all relevant Occupational, Health and Safety legislation. All personnel working on or entering our work sites will undergo a specific induction process to make sure they have the information and training they need to work safely and to encourage others to do the same.

RELEVANT EXPERIENCE



RECENTLY COMPLETED + UNDERWAY

[RESIDENTIAL]

Note: This schedule is a summary of recent projects only. All prices are approximate. For more information regarding other projects undertaken please visit our website: modularwa.com.au/commercial

Project	Contract Value	Description	Contract Duration	Referee Details
Underway/Ongoing Commitments				
Private Clients	\$10 Million	Various Private Residential Homes	Various	Various Private Clients
Mineral Resources	\$10 Million	10 x Modular Houses Onslow, WA	Underway - Dec 2023	Available on request
National Lifestyle Villages	\$8 Million+	Vasse Lifestyle Village 35+ x Modular Homes	Underway - Jun 2023	Available on request
Department of Communities	\$9.5 Million+	Modular Social Housing Supplier 30+ houses, further TBC	Underway - May 2023	Ian McCallum 0432 840 082
Shire of Leonora	\$641,000	Executive Residence – CEO 1 x Turnkey 4 Bedroom Home	Awarded, TBC	Available on Request
Shire of Perenjori	\$869,000	Shire Accommodation 2 x Turnkey Two Bedroom Homes	Awarded, TBC	Available on Request
Shire of Cue	\$1.3 Million	Cue Housing Project 4 x Shire Houses	Underway - Jun 2023	Available on Request
Shire of Coorow	\$320,000	Shire Accommodation 2 x Accommodation Units	Underway - May 2023	Available on Request
Shire of Yalgoo	\$365,000	Shire Accommodation 2 x Nursing Post Homes	Underway - Apr 2023	Available on request
Shire of Dumbleyung	\$142,000	Shire Accommodation 1 x Accommodation Unit	Underway - Apr 2023	Available on request
Shire of Wiluna	\$1.1 Million	Shire Housing Project 3 • 2 x Staff Houses (2023 - Underway)	Underway - Jun 2023	CEO - Laura Dwyer (08) 9981 8000
Past Residential - Completed				
Private Clients	Undisclosed	250+ Custom Modular Projects Completed since 2016	2016-2023	Various Private Clients
Acacia Living Group + H&H Developments	\$5+ Million +\$300K/u	Multiple Village Projects: • Jurien Bay Village & • Acacia Village Geraldton & • Northam Eco Village	2016-2022	Chris Harrison - H&H 0413 120 631
Fowler Group	\$1.4 Million (Stage 1+2)	BIG4 Holiday Park Units 10 x 2-3 Bedroom <i>*Stage 1 fully delivered in just 3 months.</i>	2022	Richard Burt 0488 910 903
Shire of Wiluna	\$1.1 Million	Shire Housing Projects 1 + 2 • 5 x Staff Houses (2018) • 2 x Staff Houses (2020)	2018 + 2020	Kavoa Dakunimata (08) 9981 8000
Shire of Ashburton	\$1 Million	Shire Housing 2 x Staff Houses - Tom Price	2019 - 2020	Chantelle Bryce (08) 9188 4444
Town of Port Hedland	\$800,000	2 x Staff Houses (McKenna & Oriole Way) South Hedland, WA	2020 & 2021	CEO - Carl Askew (08) 9158 9300
Shire of Bruce Rock	\$900,000	Shire Housing + Buildings 1 x CEO Residence, 1 x Staff House 1 x Ablution Facility	2017, 2019 + 2021	CEO - Darren Mollenoyux (08) 9061 1377
Shire of Upper Gascoyne	\$500,000	Shire Housing 4 Bedroom, 2 Bathroom (Turnkey)	June 21 - Oct 21	CEO - John McCleary 0417 107 446
Shire of Lake Grace	\$486,000	Shire Housing 4 Bedroom, 2 Bathroom Residence	July 20 - Nov 20	CEO - Alan George (08) 9890 2500
Shire of Wickiepin	\$450,000	Shire Housing Executive 4x2 Residence	Jan 21 - Oct 21	CEO - Nathan Cain 0429 207 855

and many more...

t (08) 6454 0919

w modularwa.com.au

31 Challenge Boulevard, Wangara WA 6065

MODULARIS PTY LTD ABN 42610173316; BRN 101630

HIGH VOLUME EXPERTISE

Modular WA have successfully delivered hundreds of buildings across regional and remote Western Australia since inception in June 2016 – the majority of these being residential housing, but also includes diverse commercial projects such as accommodation, administrative buildings, offices and multi-purpose facilities. Our clients have recognised the ability of Modular WA to deliver cost effective modular solutions with a focus on exceptional quality, efficient programming, and excellence in customer service.

Please refer to the Project Profiles for further information on individual contracts, or alternatively visit the commercial section of our website: modularwa.com.au/commercial

PAST - LARGE SCALE HOUSING PROJECT EXPERIENCE:

BHP Billiton	(2010) Newman Accommodation Projects NAP 1+2 – 180 x Houses (2011/12) Town Accommodation project 1+2 – 37 x Houses
Rio Tinto	(2014/15) South Wickham Accommodation – 80 x Houses
Ranges Karratha	(2012/14) Short Term Accommodation – 73 x Units
Woodside	(2010) Karratha Accommodation Project – 10 x Houses
Pindan/Chevron	(2016/17) Wheatstone Housing Project – 50 x Homes

^ As part of our core team's McGrath Modular historical portfolio.

CURRENT - VOLUME HOUSING PROJECTS UNDERWAY*:

Department of Communities	(2021-23) Modular Housing Supply Project – Various locations across WA
Vantage At Vasse	(2022-23) Lifestyle Village – 35+ x Full Turnkey Village Homes
Mineral Resources	(2023) Accommodation – 10 x Modular Homes

^ Note this schedule details 'volume' housing projects only and is not a reflection of work in hand or current commitment schedule.

DISPLAY VILLAGE + MAIN OFFICE:

MWA invites the Shire to view our main office and display village at the address below which showcases award-winning modular residences. MWA would also be happy to provide a tour of the projects currently under construction across our three manufacturing facilities between Wangara and Landsdale if desired.

Location:

- 31 Challenge Boulevard, Wangara WA

Opening Hours:

- Mon – Fri 08:30AM – 04:30PM • Sat 10:00AM – 02:00PM

Homes on Display:

- The Jasper (3x2) • The Teague (4x2)

t (08) 6454 0919

w modularwa.com.au

31 Challenge Boulevard, Wangara WA 6065

MODULARIS PTY LTD ABN 42610173316; BRN 101630

MAJOR CLIENTS + DEVELOPMENT PARTNERS

Modular WA's commitment to producing exceptional, high quality buildings with a focus on customer service forms the foundations for our strong client relationships, and often results in repeated business. Some of our notable clients and development partners are listed below.



and many more...

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PROJECT CASE STUDIES





State Government Social Housing Program

Client **Department of Communities**

Construct and deliver modular social housing to various regional locations across Western Australia.

In 2021, Modular WA was awarded a position on the State Government’s Modular Social Housing Supply Panel which was implemented to rapidly increase available housing across Western Australia. The program is ongoing, and each package varies in design, specification, and configuration.

\$ \$14 million* +
\$POA per additional package ordered

🕒 2021 - Ongoing

📍 Statewide, WA

Key Points

- Full turnkey packages
- Detailed, variable specifications including: DoC/NW/SH/LHA/GROH
- Strict delivery timeframes

Features

- 1x1 – 5x2 configurations
- Singles, duplex, triplex or multi-units
- Adapted to suit each site
- Highly durable finishes

Solutions

As sites vary in location and are subject to multiple specifications, comprehensive understanding of each project is required. Delivering homes for the panel is far from a “one-size-fits-all” methodology. Expert project planning and scheduling is essential to adhere to the program’s stringent timeframes. Constant performance updates via weekly project meetings are held with stakeholders to ensure all packages are on-track for delivery.

Modular WA was the first builder to successfully deliver homes as part of the modular program and as of 2023 has completed packages in Tom Price, Collie, Geraldton, East Bunbury and Albany – with further orders underway.

**Indicative, approximate value as of 2023, project currently ongoing/underway.*



WINNER

BEST ALTERNATIVE HOME (South West)

As part of the East Bunbury Social Housing Package





Northam Eco Village

Client **H+H Developments**

Design, construct, and install display homes while providing collaborative design and sales support services.

Northam Eco Lifestyle Village offered sustainable, eco-friendly living with superb facilities for over-45s. Situated on the picturesque Mt. Ommaney just an hour away from Perth, the village offered gym & aquatic recreational facilities, an organic orchard, and walkable nature trails.

\$ \$1 million

🕒 2018 - 2022

📍 Wheatbelt Region, WA

Key Points

- Full turnkey construction
- Rapid 12-week delivery
- Focus on sustainability
- Sales & design support

Features

- 6 x designs offered
- 1x1 - 3x2 configurations
- Display-level specifications
- Accessibility options

Solutions

A modular construction method was selected for its sustainable nature with benefits including: minimal site disturbance, usage of recyclable, low-waste materials, and lowered water consumption. The village lots on Mt Ommaney were based on challenging sloping, layered sites which required precision installations. Modular WA worked extensively with expert transport and logistics specialists so that homes were delivered safely, with minimal disruption to surrounding areas.

Unfortunately the developer decided to decommission the village in 2022, however due to the highly flexible nature of modular construction, Modular WA was able to repurpose the village homes in new locations, demonstrating the ability to adapt when required over the product's long term lifespan.





National Lifestyle Villages

Client **Serenitas Developments Pty Ltd**

Design, construct, and deliver modular homes including design consultation and contract support services for two villages.

National Lifestyle Villages are one of Australia's leading providers of resort-style villages for over-55s. Modular WA has been appointed to provide a reliable supply of quality modular housing for the Vasse village as it expands. Several homes have also been delivered to the Tuart Lakes village in Baldvis.

\$ \$15 million* +
\$POA per additional unit sold

🕒 2022 - Ongoing

📍 Vasse, WA
Baldvis, WA

Key Points

- Full turnkey packages
- Custom design consultation
- Contract support services
- Detailed transport planning

Features

- 1x1 - 3x2 configurations
- Modern, sustainable design
- Maximised livability
- Skylights, stone benchtops + luxury finishes

Solutions

Installing modular homes within a residential village always requires highly detailed planning due to the restrictions faced when installing multiple modules onto tightly fit blocks. Modular WA works extensively with our expert transport and logistics specialists so that installations are carried out ensuring maximum cost efficiency and minimal disruption to the site.

Careful lot rollout scheduling is carried out in conjunction with design personnel and village planners to ensure a smooth growth of the village in a way which allows transport teams to deliver the homes in the most efficient way possible, reducing the risk of potential complications.

**Indicative, approximate value as of 2023, project currently ongoing/underway.*







Acacia Lifestyle Villages


Client **Acacia Living Group**

Design, construct, and install lifestyle and respite units while providing collaborative design consultation and sales support services.

One of Modular WA's earliest and longest running successful development partnerships has been with Acacia Living Group (formerly known as RSL Australia). Both their Jurien Bay and Beachlands Villages service coastal WA communities and offer resort-style living for over-50's.

 \$4.55 million* +
\$POA per additional unit sold

 2016 - Ongoing

 Jurien Bay, WA
Geraldton, WA

Key Points

- Full turnkey construction
- Rapid 12-week delivery
- Phased village planning
- Sales support provided

Features

- Bespoke designs
- 1x1 - 3x2 configurations
- Fully enclosed garages
- Accessibility Options

"Our board and senior management team have a very high professional regard for the Modular WA team and their modular homes."

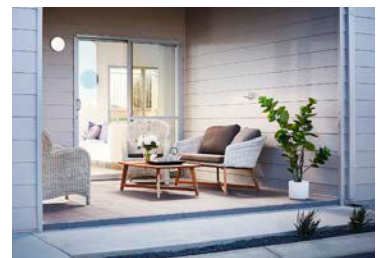
Kevin Davidson, Managing Director and CEO, Acacia Living Group

Solutions

Constructing homes for lifestyle villages calls for precision planning when craning and installing modules into tight spaces while also having to be conscious of minimising disturbances to existing residents and daily village operations. Modular WA works extensively with our expert transport and logistics specialists so that deliveries are carried out ensuring maximum cost efficiency and minimal site disruption.

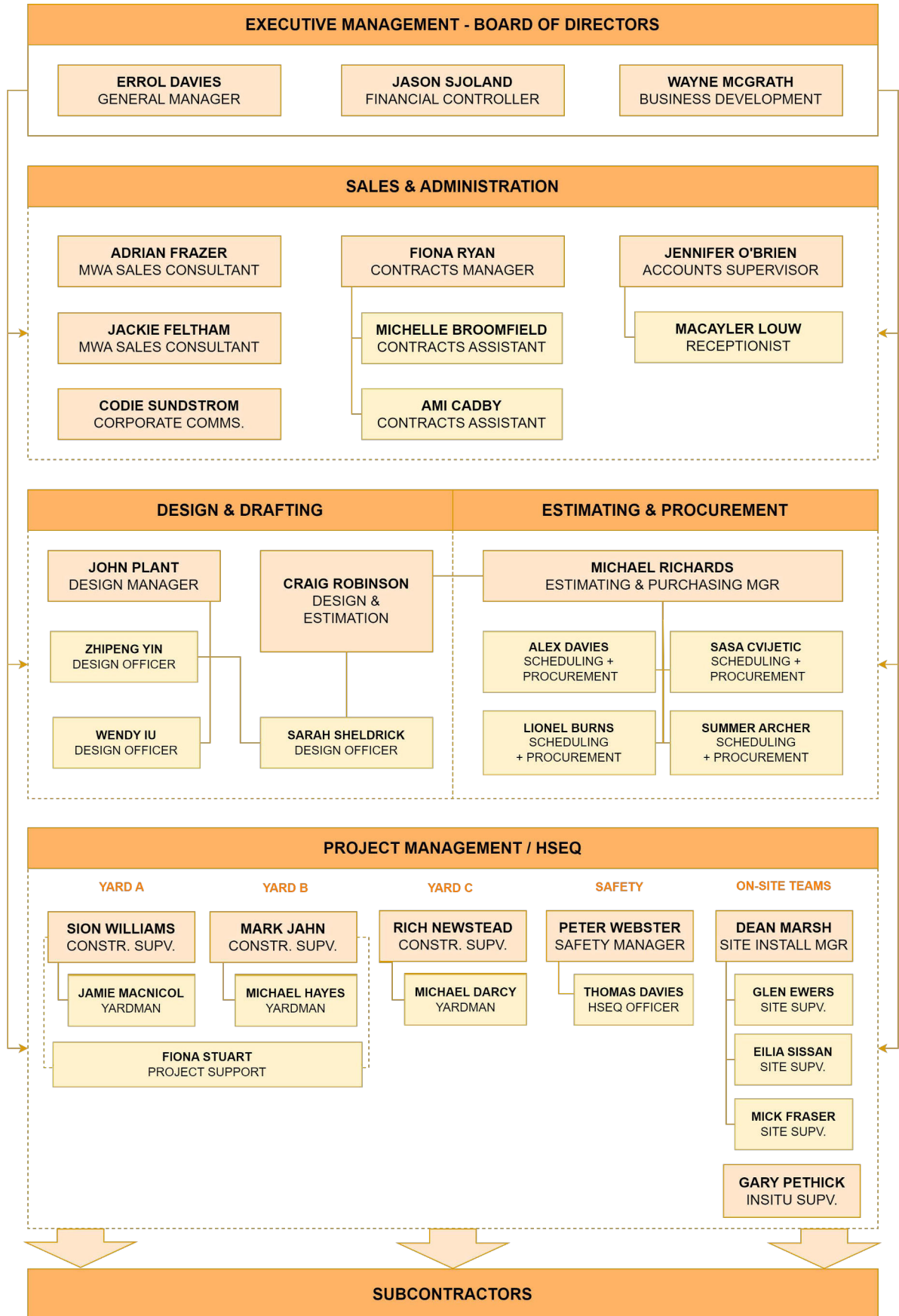
Adhering to our client's strict timeline requirements, our homes are rapidly built and transported to site in just 12 weeks, demonstrating that Modular WA has the resources, capability, and expertise to deliver a high-quality product on time and within budget, even when it comes to complex projects.

**Indicative, approximate value as of 2023, project currently ongoing/underway.*



ORGANISATIONAL CHART





CORE PROJECT TEAM



CORE PROJECT TEAM

Please note: All staff are available for consultation throughout the duration of the project.

Name	Position	Role	Responsibilities
Errol Davies	Director, General Manager	With over 20+ years project management experience in the construction industry, Errol Davies has been instrumental in delivering high volume, diverse modular projects across Western Australia.	Project, HSEQ & Site Management
Jason Sjoland	Director, Financial Controller	With 15+ years expertise under his belt and having dealt with clients ranging from BHP, RTIO, Woodside, and many private customers, Jason is capable of delivering projects of any size.	Project Financial Controller
Dean Marsh	Project + Site Manager	Dean has worked on a number of large mining and remote modular construction projects working closely with various clients including local government, Chevron, BHP and Rio Tinto to name a few. A respected expert in the industry, Dean oversees all aspects of site management.	Project + Site Management
Sion Williams	Construction Supervisor	Sion possesses a vast array of knowledge in construction and managed the majority of MWA's residential output including volume projects for villages, social housing, commercial and mining projects. Sion has a reputation for his eye for detail when it comes to quality and strives to hit all deadlines presented to him with proven ability working under pressure.	Construction & Project Management
Peter Webster	HSEQ/Safety Officer	Peter is not only extremely knowledgeable but operates with an exceptional level of integrity. With 10+ years experience in his field, Peter ensures all operations are carried out safely, sustainably, and to the highest degree of quality.	Quality, Safety and Environmental Compliance
Michael Richards	Estimating/ Procurement Manager	A proficient, flexible estimator and procurement specialist with 15+ years of demonstrated work history in the WA construction industry for modular, boutique and multi-residential developments.	Scheduling, estimating, project management.
John Plant	Design + Drafting Manager	John is a competent and highly experienced draftsman specialising in modular design with a strong architectural background. John manages our expert team of in-house draftspersons to deliver all residential, commercial, and mining design & drafting works.	Design, Drafting, and NCC Compliance
Fiona Ryan	Contracts Manager	Fiona is an expert in her field and controls all contractual documentation and administrative tasks as required for modular projects.	Contractual Document Control & Administration

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STAFF PROFILE

ERROL DAVIES

Director / General Manager

With over 25 years of business and project management experience in the construction industry, Errol Davies has been instrumental in the successful delivery of some of the most important residential and commercial modular building projects across Western Australia including major high-volume residential and complex commercial works for BHP Billiton, Woodside and RIO Tinto.

EXPERIENCE

Modular WA Director/General Manager; 2016 - Present

Management of all business operations including budgets and finance, sales and business development and construction.

- Oversees all projects within the MWA portfolio including a variety of complex commercial buildings and volume housing packages

Project Manager Dome Project Management; 2015 - 2016

Verification and validation of new Perth Children's Hospital.

- Managed project team to validate the 4,500 x room building for client acceptance

Project Manager Megara Constructions Pty Ltd; 2015

- 18 x apartment, 3-storey residential development contract
- Program implementation and delivery, fit out supervision, quality control including development and management of subcontractor scope of work

Construction and General Manager McGrath Homes; 1994 - 2014

Management of all business operations including budgets and finance, sales and business development and construction. Project and contract administration including supervision of construction work and fit out. Design and specification development including supervision of process, material selection and procurement.

- BHP – Newman Accommodation Project 1 & 2 – 180 x Houses
- RIO Tinto – Wickham Accommodation – 80 x Houses
- Ranges Karratha – 42 x Short Term Accommodation Units

EXPERTISE

- Project Management
- Procurement & Scheduling
- Business Development

QUALIFICATIONS

Building Practitioner and Contractor Registration 9711

Contact Errol

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STAFF PROFILE

JASON SJOLAND

Financial Controller / Director

As an accounting and finance professional, Jason has over 10 years experience within the modular industry. Having dealt with a range of large companies such as BHP, Woodside, Rio Tinto whilst also catering to private customers, Jason has gained the experience to be able to deliver projects of any size.

EXPERIENCE

Director / Financial Controller Modular WA; 2016 - present

- Design & Estimation for various residential projects
- Establishment of business systems, designs, licensing & registrations
- Monthly financial reporting & analysis, cash flow forecasting, project cost management

Financial Controller McGrath Homes; 2007 - 2016

- Strategic financial analysis, contract financial reporting & project planning
- Scheduling, project management and analysis
 - BHP: Newman Accommodation Project 1 & 2 – 180 x Houses
Town Accommodation Project 1 & 2 – 37 x Houses
 - RIO Tinto: Wickham Accommodation – 80 x Houses
 - The Ranges Karratha: 42 x Short Term Accommodation Units
 - Woodside: Karratha Housing – 10 x Houses

EXPERTISE

- Financial Reporting & Analysis
- Client Liaison
- Project Cost Management
- Project Estimation & Scheduling
- Project Management

QUALIFICATIONS

- Bachelor of Business Major – Finance & Accounting
- CPA Member

Contact Jason

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STAFF PROFILE

DEAN MARSH

Operations Manager

Dean has worked on a number of large mining and rural WA modular construction projects working closely with various clients including local government, Chevron, BHP and Rio Tinto, As a result he is vastly experienced in all aspects of the modular construction industry.

Additionally, Dean has been instrumental in the delivery of multiple two storey modular construction contracts – his dynamic expertise makes him an integral part in the design, compliance and delivery of many of Modular WA's cornerstone contracts in both the residential and commercial sectors.

EXPERIENCE

Operations Manager Modular WA; 2018 - Present

Management of delivery, site install, scheduling, project coordination of all Modular WA contracts, overseeing a team of 3+ site supervisors.

- Dept. of Communities – Social Housing Program (30+ Homes)
- Water Corporation – Offices and Ablutions (12+ Buildings)
- Multiple residential village + estate projects
- All turnkey projects within MWA's vast portfolio

Project Manager Pindan Modular; 2017 - 2018

Project management of various modular construction projects.

Project Manager McGrath Modular; 2011 - 2017

Project management of multiple major modular installations including:

- Wheatstone Housing Project (50 x Homes) – \$24.7M
- Rio Tinto South Wickham Expansion (80 x Homes) – \$38.6M
- Glasson – Two Storey Multi Unit Modular Development – \$2.1M
- Ranges, Karratha (73 x Resort Style Apartments) – \$7.9M
- BHP – Newman Accommodation Project (32 x Homes) – \$15.1M

EXPERTISE

- Project Management
- Quality Control
- Client Liaison
- HSEQ Management
- Scheduling + Estimating
- Site Management
- Supervision

QUALIFICATIONS

- Senior First Aid
- Trade Qualified Joiner and Registered Builder
- Construction Project Management, Supervision and Site Management

Contact Dean

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STAFF PROFILE

PETER WEBSTER

HSEQ Manager

Peter is a competent and highly experienced HSEQ specialist with 10+ years of experience in developing, improving and maintaining HSEQ systems – particularly in businesses with strong industrial and mining backgrounds.

Peter has played key roles managing HSEQ aspects of large Pilbara-based contracts for BHP, Rio Tinto, Chevron, Development WA, FMG and many more clients with excellent working knowledge on ISO Accreditations (Safety 18001, Quality 9001 & Environment 14001).

EXPERIENCE

HSEQ Manager Modular WA; 2022 - Present

Oversee all aspects of HSEQ across the business and coordinate management of safety officers, supervisors, and subcontractor inductions. Carry out routine inspections, emergency response drills, reviews, training, compliance monitoring, inductions, and all other related HSEQ duties while supporting business leadership, and fostering a positive, motivated and inclusive workplace culture.

- Rio Tinto Transit Facility Buildings
- National Lifestyle Villages
- General residential + commercial monitoring of residential and commercial projects across all Perth-based offices and manufacturing facilities.
- Implement and improve business specific systems for risk & compliance management

Risk & Compliance Manager / HSEQ Advisor RJV; 2019 - 2022

Site compliance and safety management with excellent record and auditor (KASA) feedback for Western Australia's leading and most respected civil engineering, bulk earthworks, mining & marine services contractors. Key roles in subcontractor management, works supervision and leadership support.

- Demolition of Subiaco Oval (Stadium) and Princess Margaret Hospital (PMH) for Development WA's Subi East Precinct Project

Safety Training Advisor

Linkforce Engineering; 2015 - 2019

Supported development, communication, and consultation of the HSEQ Management Systems. Communication, implementation, monitoring and reporting on all HSEQ initiatives.

- Contributed to shutdowns and projects all over the Pilbara for some of Western Australia's leading miners; BHP, Rio Tinto, FMG & Roy Hill

HSEQ Manager

Brajovich Demolition & Salvage; 2014 - 2015

Supported and mentored site leadership, conducted GAP analysis audit and implemented improvements, enhanced company's HSEQ management systems and improved workplace culture.

- Aided in attaining ISO Accreditations; Safety 18001, Quality 9001 & Environment 14001
- Aided securement of unique demolition contract with Chevron on Barrow Island (Class A Reserve)

EXPERTISE

- Risk Awareness, Management, and Investigations
- Compliance & Monitoring
- Strategic Statistical Analysis
- Scheduling + Planning
- RTW Management
- Systems Training + Development

QUALIFICATIONS

- Masters of Business Administration – Underway
- BA - Communications – Double Major: Advertising, Film & Video (2008)
- Diploma of Work Health & Safety; WHS (2014)
- Certificate IV of Training & Assessment; TAE (2014)
- Certificate IV of Occupational Health & Safety; OH&S (2013)

Contact Peter

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STAFF PROFILE

GARY PETHICK

Quality Control / Supervision

After 20+ years within the construction industry, Gary is a registered builder with considerable expertise in construction management. Gary has worked on projects that range from administration offices to up-market two storey metropolitan homes – however despite his versatility, Gary particularly specialises in delivering residential housing projects with a focus on exceptional quality control.

EXPERIENCE

Construction Supervisor Modular WA; 2017 - Present

Supervision of modular construction projects, project management, quality control, liaison with trades, site installations, and compliance monitoring.

- Management of all bespoke metro 2-storey residential projects
- Acacia Living Group – Jurien Bay & Northam Eco Villages
- Shire of Yalgoo – Multi-Purpose Sports Facility Project

Construction Supervisor Platinum Homes; 2012 - 2017

Construction supervision of up-market residential homes (single and two storey), progress reporting, scheduling and procurement, practical completion inspections.

Building Supervisor SCHO Homes Pty Ltd; 2010 - 2012

Registered Builder / Supervisor Emporio Homes; 2010

Construction Manager McGrath Homes; 1998 - 2010

On-site construction of new homes throughout Perth metropolitan area, supervision from earthworks through to handover, client and trade liaison, scheduling, budget and quality control.

- Project management of up to 20 two-storey homes concurrently
- Construction management of over 250 x homes

Various Positions Classic Construction/Rapley Wilkinson; 1995 - 1998

EXPERTISE

- All aspects of Construction Supervision
- Project Management

QUALIFICATIONS

- Registered Builder (Reg. No. 13149)
- Trade Certificate in Cabinetmaking
– Department of Employment and Training
- BCA Energy Provisions Course – HIA
- 'HC' Class WA Driver's Licence (No. 3412486)

Contact Gary

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STAFF PROFILE

MICHAEL RICHARDS

Estimating and Purchasing Manager

Michael is a proficient Estimator and Procurement specialist with 15+ years of applied work history. With a wide range of experience in diverse construction methods, he has vast technical knowledge and acutely developed skills in negotiation, estimation, and project management.

His focused mathematical and methodical approach instils confidence in pricing across a variety of sectors and is a strong operations professional with a Bachelor of Commerce in Economics and Finance.

EXPERIENCE

Estimating & Purchasing Manager Modular WA; 2019 - Current

Responsible for estimating a wide range of modular buildings for an array of purposes across the state of WA. Working closely with our suppliers for the best products at the best rates to deliver quality buildings at speed. Heavily involved in building and maintaining the company's estimating and purchasing systems and processes.

Estimating & Scheduling Manager Maxim Homes; 2016 - 2019

Managed the estimating and scheduling tasks for the construction projects of this boutique builder/developer which completed mostly custom homes and grouped housing developments.

Estimation & Procurement Manager MAC Projects & Constructions; 2013 - 2015

Solely responsible for all estimating, supplier management and contracts administration for grouped and multi-residential developments, including low rise apartment projects ranging from \$1.5-\$12 Million with a high focus on product quality, project timeframe and customer service.

Scheduler, Estimator, Purchasing Manager Gemmill Homes Group; 2006 - 2012

Started as a trainee scheduler and grew with the business taking place in various senior roles, along the way rapidly gaining experience, growing knowledge and building relationships.

EXPERTISE

- Scheduling & Estimating
- Formal Tendering
- Systems & Operations
- Cost Control & Negotiation
- Product & Design Development

QUALIFICATIONS

Bachelor of Commerce – Economics & Finance

Contact Michael

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STAFF PROFILE

SION WILLIAMS

Construction Supervisor - YARD A

Sion is highly knowledgeable supervisor with considerable expertise in modular construction management. Sion has worked on projects that range from modular administration offices to complex commercial facilities and high-volume turnkey housing. With his rigorous quality standards and excellent modular knowledge, Sion is a cornerstone of the company's manufacturing department who plays an integral role in ensuring every build we deliver is exceptional.

EXPERIENCE

Construction Supervisor Modular WA; 2020 - Present

Supervision of modular construction projects, project management, quality control, liaison with trades and compliance monitoring.

- Rio Tinto – Multiple High Value Transit Facility + Mining Buildings
- Mineral Resources Housing Project – Onslow
- Department of Communities – Modular Social Housing
- National Lifestyle Villages – Vasse Village Housing

Construction Supervisor Insurance Builders

Dept. of Building Officer Coconut Island Local Council Authority

Carpenter McGrath Modular (10 Years)

On-site construction of new homes and commercial buildings including management of high volume turnkey housing project for Woodside, supervision from earthworks through to handover, client and trade liaison, scheduling, budget and quality control.

EXPERTISE

- All aspects of Construction Supervision
- Project Management
- Trade Liaison and management
- Scheduling
- Budget Control
- Quality and Safety Monitoring

QUALIFICATIONS

- Trade Certified Carpenter
- Senior First Aid Certificate
- Over 15 Years Industry Applied Modular Experience

Contact Sion

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STAFF PROFILE

JOHN PLANT

Design + Drafting Manager

With a master's degree in architecture, John has an excellent eye for detail and passion for developing aesthetic yet highly functional modular design solutions across a wide range of applications.

John is a specialist in modular design, with 10+ years experience across a wide range of modular applications from bespoke residential housing to two-storey commercial buildings, complex mining facilities and beyond.

EXPERIENCE

Drafting and Design Manager Modular WA; 2022 - Present

Design and detailing for various residential & commercial modular projects.

- Mineral Resources Housing Project – Onslow
- Dept. of Communities – State Social Housing Project
- Shire of Wiluna – Staff Housing Project
- Various Residential Client Housing
- National Lifestyle Villages – Vasse Village Housing

Draftsperson Fleetwood Pty Ltd; 2021 - 2022

Design development and detailing, illustrative client drawings and IFC sets.

- Two storey classrooms, mining facilities, architecturally designed office, etc

Draftsperson Ausco Modular; 2014 - 2021

Schematic design, layout development within modular and regulatory constraints, developed design solutions within client budgets and presentation of designs to an elevated aesthetic for sales purposes.

EXPERTISE

- Architectural Detailing & Development
- Modular Structural Detailing & Design
- Project Consultation
- NCC / BCA Compliance

QUALIFICATIONS

- BA. Architectural Science and Masters of Architecture – Curtin University; 2015 - 2020
- Dip. Building Design & Technology – Central Institute of Technology; 2013

Contact John

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STAFF PROFILE

WENDY IU

Senior Design & Drafting Officer

Highly skilled and one of the most knowledgeable design officers on our team, Wendy has been with the company since inception. She has considerable exposure to high volume residential contracts and has been a driving force behind the company's successful village, estate and multi-housing projects. With 15+ years of industry exposure and proven expertise, Wendy is essential in taking an idea from concept to completion – she considers all aspects at day one; from design, to construction and actual delivery on-site. Any project approached by Wendy has been thought through at all levels. Her exceptional NCC/AS acumen and eye for detail are formidable. She is considered a valuable company asset and has contributed to the design and development of most major projects in Modular WA's portfolio.

EXPERIENCE

Senior Design and Drafting Officer Modular WA; 2016 - Present

Design and detailing for various residential & commercial modular projects.

- Dept. of Communities – Modular Social Housing Project
- Jurien Bay Village, Northam Eco Village – H&H Developments
- National Lifestyle Villages – Vasse Village Housing
- Childcare Centres/Corporate Offices/Ablutions/Gyms/Multi-Use Facilities and more
- Bespoke, residential housing in locations from Exmouth to Esperance

Architectural Designer National Lifestyle Villages & Ecofit Homes Pty Ltd; 2010 - 2015

Modular residential and commercial projects, managing established villages and planning new village layout development.

- Baldvis Village / Tuart Lake Rockingham Village / Helena Valley Village/ Busselton Village
- Coral Bay Community Facilities
- Karratha Senior Aged Care Accommodation

Architectural Draftsperson Rob Anson Architect Pty Ltd; 2008 - 2009

Schematic and design development documentation, renovation projects and illustrative presentation for tender purposes.

Educational Academic Assistant Curtin University of Technology; 2007 - 2008

Design communication and drawing skills.

EXPERTISE

- Architectural Detailing & Development
- Modular Structural Detailing & Design
- Project Consultation
- NCC / BCA Compliance

QUALIFICATIONS

- Bachelor of Architectural Science and Master of Architecture; Curtin University, 2005 - 2009

Contact Wendy

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STAFF PROFILE

FIONA RYAN

Contracts Manager

Fiona is an expert in her field – having over 10 years experience as Contract Administrator for McGrath Homes, Fiona has been involved with a vast number of residential and commercial construction projects across Western Australia.

EXPERIENCE

Contracts Manager Modular WA; 2017 - Current

Preparation & execution of contract documentation, managing project deadlines, prestart consultancy and variation control. Council and certifier liaison, building & planning applications. Coordinates a team of contract admin support staff.

- National Lifestyle Villages – Vasse Village Housing
- Acacia Living Group – Jurien Bay & Northam Eco Villages
- MWA's portfolio of LGA housing projects
- Private bespoke residential contracts

Contracts Administrator McGrath Homes

Preparation & execution of contract documentation, reviewing and implementation of procedures, management of assistant staff, council and certifier liaison, building & planning applications.

- BHP Newman – 180 x Houses
- BHP Newman – 37 x Houses
- Rio Tinto – 80 x Houses
- Ranges Karratha – 42 x Short Term Accommodation Units
- Various commercial and residential projects throughout WA

EXPERTISE

- Client Liaison
- Execution of Contract Documentation
- Prestart & Variation Control
- Contract Negotiation
- Council Approval & License Applications

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APPENDIX 4

(Draft Fees & Charges 2023-24)

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
COMMUNITY RESOURCE CENTRE			
Photocopying			
A4 Black Printing / Photocopying - per single sided page	\$0.65	*	\$0.70
A4 Colour Printing / Photocopying - per single sided page	\$1.75	*	\$1.90
A4 Black Printing / Photocopying - double sided	\$0.70	*	\$0.80
A3 Printing / Photocopying - double sided	\$0.85	*	\$0.90
A3 Black Printing / Photocopying - per single sided page	\$1.20	*	\$1.30
A3 Colour Printing / Photocopying - per single sided page	\$3.50	*	\$3.70
A3 colour Printing / Photocopying - Graphics	\$3.10	*	\$3.30
A4 Colour Printing / Photocopying - Graphics	\$1.90	*	\$2.00
Facsimile			
Fax receipt per page	\$0.55	*	\$0.60
STD faxing extra pages	\$0.55	*	\$0.60
STD faxing 1st page	\$2.60	*	\$2.80
Laminating			
A4 Size Laminate - each	\$2.10	*	\$2.30
A3 Size Laminate - each	\$3.10	*	\$3.30
A5 Size Laminate - each	\$1.10	*	\$1.20
Business Card Laminate - each	\$1.10	*	\$1.20
Binding			
A4 Standard - < 50 pages	\$4.15	*	\$4.40
A4 Standard - > 50 pages	\$6.20	*	\$6.60
Library			
Lost Books	At Cost	*	At cost
Assorted Books and Publications for Sale at the CRC	As Marked for Sale	*	As market for sale
Assorted Tourist Books and Maps for Sale at the CRC	As Marked for Sale	*	As market for sale
Various Merchandise, Sundry Items and Souvenirs for Sale at the CRC	As Marked for Sale	*	As market for sale
Local Phone Book	\$2.00	*	\$3.00
Remembrance Poppies	\$2.00	*	\$3.00
Minutes per Double Sided Page	\$0.70	*	\$0.80
Various Post Cards for Sale at the CRC	As Marked for Sale	*	As marked for sale
Horizon Power Vouchers for Sale at the CRC (prices as charged by Horizon Power)	As charged by Supplier	*	As charged by supplier
Various Greeting, Birthday and Sympathy Cards for Sale at the CRC	As Marked for Sale	*	As marked for sale
Internet/wifi/computer use per half hour	\$3.00	*	\$3.20
Computer use no internet per half hour	\$2.00	*	\$2.20
Scanning per page	\$0.55	*	\$0.60
45KG LPG Bottles	\$200.00	*	\$212.00

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
COMMUNITY RESOURCE CENTRE (Continued)			
Gassy Gossip - Advertising			
Advertising in the Gassy Gossip - A4 full page	\$42.00	*	\$44.60
A5 half page	\$26.00	*	\$27.60
A6 quarter page	\$21.00	*	\$22.30
Business card size	\$8.50	*	\$9.00
Retail Prices (includes online sales) - Merchandise and Souvenirs (mark-up fees) -			
0% to 150% mark-up range on merchandise/souvenirs for retail at the Shire of Upper Gascoyne CRC.			
Postage and Handling (includes online sales)			
At Calculated Cost - Determined by weight of goods purchased and shipping method used.			
Note: Retail Prices and Postage and Handling Costs include GST.			
PAVILION VENUE HIRE CHARGES			
Bond for Pavilion Hire - Event / function with alcohol	\$550.00	NA	\$550.00
Bond for Pavilion Hire - Event / function without alcohol	\$350.00	NA	\$350.00
Pavilion Hire Per Hour (with alcohol)	\$75.00	*	\$80.00
(Licensee responsible for liquor license)			
Pavilion Hire Per Hire (without alcohol)	\$60.00	*	\$64.00
Not-for-Profit Community Use (i.e. fundraising event) - Discounted Hourly Rate- full payment of Bond Applies	\$35.00	*	\$37.50
Registered/Incorporated Not-for-Profit Charitable Organisations - full payment Bond Applies (IMPORTANT: Hirers need to prove charitable incorporation/registration)	No Charge (Subject to CEO approval)		No charge (subject to CEO approval)
Additional Cleaning (per hour)	At Cost + 25% + GST	*	At cost + 25% + GST
Cleaning Fee for Donga's (per donaga and only when applicable)	\$35 + GST	*	\$35 + GST
Repair of Damage caused during hire and/or use	At Cost + 25% + GST	*	At cost + 25% + GST
Note: All hirers must submit an application to the Shire for Venue Hire and adhere to the Shire's venue hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost, plus GST. Bond refunds will also be forfeited.			
<i>The CEO has the discretion to approve or decline applications for venue hire based on the merit of the application. All requests received from hirers based on Charitable exemptions, will be subject to the Shire's hire criteria including T&C's and assessed for approval by the CEO.</i>			
Hall Hire includes hire of all chattels			
PAVILION FURNITURE AND EQUIPMENT HIRE CHARGES (SEPARATE TO VENUE HIRE)			
Tables - Per Table Hire	\$5.50	*	\$5.90
Chairs - Per Chair Hire	\$2.20	*	\$2.40
Bond deposit for Table and Chair Hire - up to 20 pieces of furniture	\$100.00	NA	\$106.00
Bond deposit for Table and Chair Hire - up to 50 pieces of furniture	\$200.00	NA	\$212.00
Bond deposit for Table and Chair Hire - up to and in excess of 100 pieces of furniture	\$300.00	NA	\$318.00
Note: All hirers must submit an application to the Shire for Furniture & Equipment Hire and adhere to the Shire's hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost, plus GST. Bond refunds will also be forfeited.			
PAVILION KITCHEN & KITCHEN EQUIPMENT HIRE CHARGES (SEPARATE TO VENUE HIRE)			
Kitchen Hire Only (to use for Cooking and includes all kitchen equipment) - Per Hour	\$40.00	*	\$42.40
Kitchen Hire Only (to use for Cooking and includes all kitchen equipment) - Cleaning Bond	\$100.00	NA	\$106.00
Bain Marie Hire - Per Day	\$50.00	*	\$53.00
Bain Marie Hire - Cleaning Bond	\$100.00	NA	\$106.00
Urn Hire - Per Day	\$10.00		\$10.60
Urn Hire - Bond	\$50.00	NA	\$53.00
Large Eskies Hire - Per Esky, Per Day	\$10.00		\$10.60
Large Eskies Hire - Bond (Per Esky)	\$50.00	NA	\$53.00
Note: All hirers must submit an application to the Shire for the Kitchen, Furniture & Equipment Hire and adhere to the Shire's hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost, plus GST. Bond refunds will also be forfeited.			

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
TOWN OVAL HIRE CHARGES			
Town Oval Hire Commercial	\$300.00	*	\$318.00
Town Oval Hire Carnivals and/or Fairs	\$180.00	*	\$191.00
Not-for-profit Community Use (i.e. fundraising event) - Discounted Rate (CEO to determine Community use)	\$100.00	*	\$106.00
Registered/Incorporated Not-for-Profit Charitable Organisations - full payment Bond Applies (IMPORTANT: Hirers need to prove charitable incorporation/registration)	No Charge (Subject to CEO approval)		No charge (subject to CEO approval)
Town Oval Bond Commercial Low Risk Event - (CEO to determine Risk)	\$450.00		\$477.00
Town Oval Bond Commercial High Risk Event - (CEO to determine Risk)	\$500.00		\$530.00
Application for Temporary Road Closure	\$165.00	*	\$175.00
Shire staff to set up physical Road Closures and signage for events (not traffic management)	At Cost + 25% + GST	*	At cost + 25% + GST
Repair of Damage caused during hire and/or use	At Cost + 25% + GST	*	At cost + 25% + GST
<p>Note: All hirers must submit an application to the Shire for Venue Hire and adhere to the Shire's venue hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost, plus GST.</p> <p><i>The CEO has the discretion to approve or decline applications for venue hire based on the merit of the application. All requests received from hirers based on Charitable exemptions, will be subject to the Shire's hire criteria including T&C's and assessed for approval by the CEO.</i></p>			
PLANT HIRE / PRIVATE WORKS			
<p>Note: All plant hire is with a shire employed operator only. Any Shire plant damaged or not returned, will be subject to additional costs for replacement or repairs, including associated costs such as freight and administration fees (if applicable) all to be paid by the hirer.</p>			
Plant Hire Charges Per Hour - NO DRY HIRE			
Cat 140M Grader	\$214.00	*	\$227.00
Cat 916 Front End Loader	\$124.00	*	\$132.00
Cat Vibrator Bomag Roller (Smooth or Padfoot)	\$206.00	*	\$219.00
Prime Mover	\$159.00	*	\$168.60
CAT 950G Wheel Loader	\$206.00	*	\$218.40
Prime Mover with one trailer/Mack Tipper Body Truck	\$196.00	*	\$207.80
Mack Tipper Truck	\$196.00	*	\$206.00
Case Skid Steer Loader	\$134.00	*	\$142.00
Prime Mover with two trailers	\$227.00	*	\$240.60
Bobcat	\$149.00	*	\$158.00
John Deere Mower	\$149.00	*	\$158.00
Mosquito Fogger	\$110.00	*	\$116.60
Grid Roller	\$224.00	*	\$237.50
Multi Tyred Roller	\$182.00	*	\$192.90
Equipment Hire			
Concrete Mixer	\$51.50	*	\$54.60
Compactor	\$51.50	*	\$54.60
Drain Pump or Flexi Drive Pump	\$51.50	*	\$54.60
Table	\$10.30	*	\$10.90
Chair	\$2.58	*	\$2.80

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
PLANT HIRE / PRIVATE WORKS (Continued)			
Labour Hire			
Per man hour - ordinary hours	At Cost + 25% + GST		At cost + 25% + GST
Fuel Charges (Per Litre)(Diesel) by arrangement with the CEO	At Cost + 25% + GST		At cost + 25% + GST
Cleaning Charges Per Hour	At Cost + 25% + GST		At cost + 25% + GST
Repair Charges	At Cost + 25% + GST		At cost + 25% + GST
Other Private Works Fees			
Private Works Administration Fee - Charged on top of all Private Works Jobs (before GST)	25%		25%
Note: Any jobs where handling asbestos is involved will be negotiated with the Shire on a case by case service			
<i>The CEO has the discretion to vary these rates on the basis that a minimum of full cost recovery is achieved.</i>			
ANIMAL CONTROL (S1: Dog Act 1976; Dog Regulations 2013) (S2: Cat Act 2011; Cat Regulations 2012)			
Dog Registration - 1 Year Sterilized	\$20.00		\$20.00
Dog Registration - 3 Year Sterilized	\$42.50		\$42.50
Dog Registration - 1 Year Unsterilized	\$50.00		\$50.00
Dog Registration - Lifetime Unsterilized	\$250.00		\$250.00
Dog Registration - Lifetime Sterilized	\$100.00		\$100.00
Dog Registration - 3 Years Unsterilized	\$120.00		\$120.00
ANIMAL CONTROL (S1: Dog Act 1976; Dog Regulations 2013) (S2: Cat Act 2011; Cat Regulations 2012) (Continued)			
Cat Registration - 1 Year Sterilized	\$20.00		\$20.00
Cat Registration - 3 Year Sterilized	\$42.50		\$42.50
Cat Registration - 1 year unsterilized	\$50.00		\$50.00
Cat Registration - Lifetime	\$100.00		\$100.00
Cat Registration - 3 Year unsterilized	\$120.00		\$120.00
Pension Rebate	50% of fee		50% of fee
Bona fide Stock Dogs	25% of fee		25% of fee
SANITATION CHARGES			
Rubbish Charges (Annual Fees for Service)			
Residential Sanitation service-one bin/one pick up per week	\$295.00		\$395.00
Replacement Rubbish Bin	\$150.00	*	\$150.00
Sanitation Charges - Waste site fees			
Commercial - <i>by negotiation with the Shire</i>		*	
<i>Note: Asbestos products will not be taken by the Shire of Upper Gascoyne waste site and are to be disposed of in Carnarvon.</i>			
Rubbish Fee for all building/demolition licenses issued			
For all building sizes - <i>by negotiation with the Shire</i>		*	
Special burial of asbestos per cubic meter	\$242.55	*	\$242.55
Demolition			
Permit to demolish a building per storey			

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
PLANNING RELATED CHARGES			
Planning Charges: (S3: Planning & Development Act 1995)			
(a) Development Application (Not more than \$50,000)	\$147.00		\$147.00
(b) \$50,001 - \$500,000	0.32% of development		0.32% of development
(c) \$500,000 - \$2.5M	\$1700 + 0.257% for every \$1 in excess of \$500,000		\$1700 + 0.257% for every \$1 in excess of \$500,000
(d) \$2.5M - \$5M	\$1761 + 0.206% for every \$1 in excess of \$2.5M		\$1761 + 0.206% for every \$1 in excess of \$2.5M
(e) \$5M - \$21.5M	\$12633 + 0.123% for every \$1 in excess of 5M		\$12633 + 0.123% for every \$1 in excess of 5M
(f) >\$21.5M	\$34,196.00		\$34,196.00
Determining a development application where the development has commenced or been carried out	\$295.00		\$295.00
Issue of Written Planning Advice	\$73.00		\$73.00
Change of Use (S4: Town Planning Scheme 1)			
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use	\$295.00		\$295.00
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use where the change or the alteration, extension or change has commenced or been carried out	\$885.00		\$590.00
Provision of sub division clearance (S3: Planning & Development Act 1995)			
Not more than 5 lots	\$73 per lot		\$73 per lot
More than 5 lots not more than 195	\$73 per lot for first 5 lots & \$35 thereafter		\$73 per lot for first 5 lots & \$35 thereafter
Reply to property settlement/zoning enquiry	\$73.00		\$78.00
BUILDING RELATED CHARGES			
Building Permit Application Fee (S5: Building Act 2011) (S6: Building & Construction Industry Training Levy Act 1990) (S7: Building Services Levy Act 2011)			
Uncertified Building Permit Application - % of value	0.32% of the estimated value but not < \$110		0.32% of the estimated value but not < \$110
Certified Building Permit Application - % of value (Class 1 & 10)	0.19% of the estimated value but not < \$110		0.19% of the estimated value but not < \$110
Certified Building Permit Application - % of Value (Class 2-9)	0.09% of the estimated value but not < \$110		0.09% of the estimated value but not < \$110
Application for an occupancy permit for a completed building, temporary occupancy permit, variation to occupancy permit, replacement of an occupancy certificate or change of classification occupancy permit	\$110.00		\$110.00
Application for an occupancy permit for a building in respect of which unauthorised work has been done	0.18% of the estimated value but not < \$110		0.18% of the estimated value but not < \$110
Application for a building approval certificate for a building in respect of which unauthorised work has been done	0.38% of the estimated value but not < \$110		0.38% of the estimated value but not < \$110
BUILDING RELATED CHARGES (Continued)			
Application to extend the time during which an occupancy permit or building approval certificate has effect	\$110.00		\$110.00
Building Services Levy - Building or Demolition Permit	0.137% of the value of the work where value >\$45000 or \$61.65 where < \$45000		0.137% of the value of the work where value >\$45000 or \$61.65 where < \$45000
Occupancy permit or building approval certificate for approved building work under ss47, 49, 50 or 52 of the Building Act	\$110.00		\$110.00
Occupancy permit for unauthorised building work under s51(2) of the Building Act	0.18% of the value of the work but not less than \$110		0.27% of the value of the work but not less than \$123.30
Building Approval Certificate for unauthorised building work under s51(2) of the Building Act	0.38% of the value of the work but not less than \$110		0.38% of the value of the work but not less than \$110
Building Services Levee Administration Fee	\$5.00		\$5.00
BCITF construction under \$20,000 (Fees be paid directly to BCITF)	\$0.00		\$0.00
Construction over \$20,000 (Fees be paid directly to BCITF)	cost x 0.2%		cost x 0.2%
Demolition under \$45,000 (Fees be paid directly to BCITF)	\$42.50		\$42.50
Demolition over \$45,000 (Fees be paid directly to BCITF)	0.9% of work value		0.9% of work value

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
Minimum fee for certified or uncertified Building Permit	\$110+ \$61.65		\$110+ \$61.65
HEALTH RELATED CHARGES			
Liquor Licensing Approvals (S8: Liquor Control Act 1998)			
Section 40 Local Planning, Building and LG Act Approval	\$200.00		\$100.00
Section 39 Health & Food Act Approval	\$100.00		\$200.00
Septic Tank Installation Permit (S9: Health Act 1911)			
Application fee - Administration	\$118.00		\$118.00
Inspection fee	\$118.00		\$118.00
Additional inspection fee	\$118.00		\$118.00
Local Government Report	\$79.00		\$85.00
Food Business Fees (S10: Food Act 2008)			
Low Risk Annual Enforcement Agency Fee	\$61.80		\$66.00
Medium Risk Annual Enforcement Agency Fee	\$123.60		\$132.25
High Risk Annual Enforcement Agency Fee	\$247.20		\$264.50
Notification of/Application for a Food Business	\$56.65		\$60.60
Lodging House Fees	\$200.00		\$200.00
Caravan Park Fees (Caravan & Camping Grounds Regulations)			
Minimum annual fee payable	\$200.00		\$200.00
Licence Transfer Fee	\$100.00		\$100.00
RATES (S12: Local Government Act 1995; Local Government (Financial Management Regulations 1996)			
Rate Enquiries			
Rate/Account Enquiry (simple)	\$55.00	*	\$55.00
Rates/Zoning/Orders/requisitions (Complex)	\$100.00	*	\$100.00
Rate Reports (printout - including rate info photocopies)	\$20.00	*	\$20.00

SHIRE OF UPPER GASCOYNE
PROPOSED SCHEDULE OF FEES AND CHARGES FOR 2022/2023



FEE AND CHARGE DESCRIPTION	22/23 FEE AND CHARGE	* GST inc	Proposed 23/24 Fee and Charge
RATES (S12: Local Government Act 1995; Local Government (Financial Management Regulations 1996) (Continued)			
Rate Interest			
Days until interest applies from issue date - 35 days			
Interest on overdue rates & charges	7.00%		11%
Interest on instalments	3.00%		5.50%
Instalments - 4 Payments			
Rubbish charge to be spread over all instalments			
Previous years rate and rubbish arrears not to be spread over instalments, but are payable in full with the first instalment			
Instalment option is not available until all arrears have been paid			
Instalment Administration charge (annual - \$5 per instalment notice)	\$9.00		\$15
Adhoc payment plan administration fee	\$10.00		\$10
No discount is provided for early payment of rates			
No discount to apply on Waste Management Charges			
Debt Recovery			
Days until interest applies from date charge is incurred - 35 days			
Chargeable costs	At cost		At cost
Interest on costs	7.00%		11%
Definitions:			
Per Hour means each hour or part thereof			
Per Day means each day or part thereof			
Per Half Day means to 12 noon			
OTHER CHARGES			
Freedom of Information as per Freedom of Information Act 1992 (WA)			
Other statutory fees may apply - check with the FOI co-ordinator			
Staff Time	\$30 p/h		\$30 p/h
Application Fee	\$30 - non refundable		\$30 - non refundable
Non Personal application	\$30.00		\$30.00