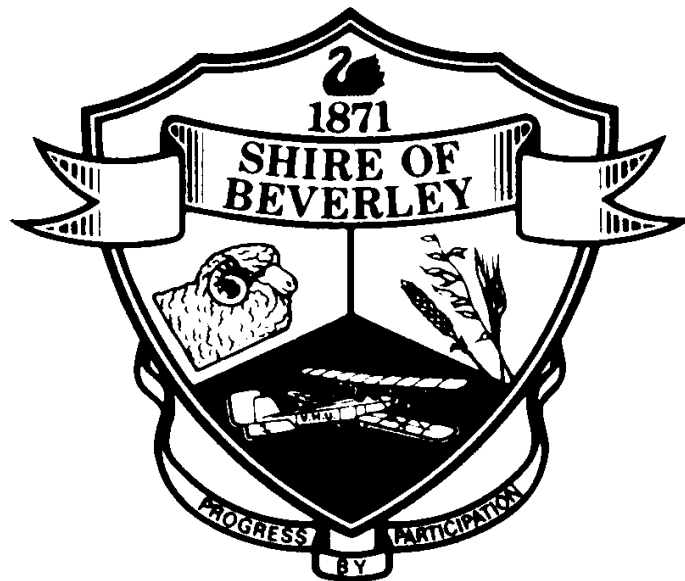


# ORDINARY COUNCIL

## MEETING

## MINUTES



# 26 JUNE 2012

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**26 JUNE 2012**

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**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON TUESDAY 26 JUNE 2012**

**1. COMMENCEMENT**

The President declared the meeting open at 2:05pm.

**2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Attendance

Cr DJ Ridgway	President	South Ward
Cr CJ Pepper	Deputy President	West Ward
Cr VK Fregon		South Ward
Cr DC White		South Ward
Cr BM Foster		West Ward
Cr LC Shaw		West Ward
Cr KM Murray		North Ward
Cr P Gogol		North Ward
Mr SP Gollan	Chief Executive Officer	
Mrs A Lewis	Administration Officer	

Apologies

Nil.

Leave of Absence

Cr JD Alexander (North Ward) applied for leave of absence from the June 2012 Ordinary Meeting of Council at the 22 May 2012 Meeting of Council.

Cr P Gogol (North Ward) applied for leave of absence from the July 2012 Ordinary Meeting of Council at the 22 May 2012 Meeting of Council.

**3. PUBLIC QUESTION TIME**

Wendy Gilbert:

**Footpaths in Dawson & Elizabeth Streets & Hunt Road, Beverley**

Wendy Gilbert presented a letter with signatures requesting new footpaths on Dawson Street, Hunt Road and Elizabeth Street.

Cr Ridgway advised that this will be placed on the Agenda for the Plant and Works Committee to investigate.

**4. CONDOLENCES**

WATERS (nee SWAN)	Phyllis May	26 May 2012
SHAW	Gwyneth (Mary)	26 May 2012

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

**6. CONFIRMATION OF MINUTES AND BUSINESS ARISING**

**6.1 Minutes of the Ordinary Meeting of Council held in the Council Chambers on Tuesday 22 May 2012**

**COUNCIL RESOLUTION**

**M1/0612 Moved Cr Pepper** **Seconded Cr Gogol**  
**That the Minutes of the Ordinary Meeting of Council held in the Council Chambers on Tuesday 22 May 2012, as printed, be confirmed.**

**CARRIED 8-0**

**BUSINESS ARISING**

Nil.

**7. PRESIDENT AND COUNCILLOR REPORTS**

**7.1 PRESIDENT'S REPORT**

**Regional Transition Group (RTG) Meeting – 14 June 2012**

Councillors Pepper, White, Murray, Ridgway and the CEO attended a Regional Transition Group meeting in York on Thursday 14 June 2012 covering the topics of Rating Strategy and Operational Costs - Current vs Future State. A presentation was also made by Mr Linton Reynolds, Chairman of the WA Local Government Grants Commission, on the review of the FAGS grants and how this might impact each South East Avon Regional Transition Group (SEARTG) member local government and a proposed new local government.

**Dawson Street Units**

There was a great deal of interest amongst those who took advantage of looking through the Dawson Street Units at the Friday 15 June 2012 Open Day. Around 80 visited between 2:00 – 5:00pm and Councillors Pepper, White, Murray, Foster and Ridgway were in attendance to take on feedback and comments.

**7. PRESIDENT AND COUNCILLOR REPORTS**  
**ITEM 7.1**  
**PRESIDENT'S REPORT**  
**(Continued)**

**Northam Supertown**

The next stage of funding to Supertowns is to support key projects identified through the planning phase and these were announced on 31 May 2012 in a co-ordinated release across the State.

I attended the announcement in Northam, with that town receiving \$4.8m for an upgraded health and emergency precinct near the hospital and \$3.65m for environmental work at the town pool and along the Avon River.

The final stage of the Northam Supertown Growth Plan, which includes the "hinterland" sub regional planning information, is due in September 2012.

**Emergency Management Forum – 1 June 2012**

A forum was held at the Burswood on 1 June 2012 which the Community Emergency Services Manager and I attended (as did York representatives). FESA Chief Executive Officer, Mr Wayne Gregson, comes across as very "matter of fact" and practical in his approach, which should be helpful as emergency management now appears to becoming a core business for local government. One segment was provided by Busselton on how they deal with compliance and planning in their Shire regarding fire hazard management and preparedness. A look at what that Shire is doing would provide relevant feedback for our own.

**National General Assembly of Local Government**  
**17 – 20 June 2012**

The Chief Executive Officer and I attended the Regional Cooperation and Development Forum in Canberra on the Sunday and the National General Assembly in the following 2 ½ days. There were well over 90 in attendance at the NGA from WA, 11 being from our RTG and many others from Wheatbelt Shires. A great deal of peer interaction was evident amongst councils, both Western Australian and interstate, including several of the Councils visited during the recent South Australian Study Tour.

**7. PRESIDENT AND COUNCILLOR REPORTS**  
**ITEM 7.1**  
**PRESIDENT'S REPORT**

**National General Assembly of Local Government**  
**17 – 20 June 2012**  
**(Continued)**

Whilst the conference involved much “political and bureaucratic” speak, Regional Transition Group representatives also had an array of meetings thanks to Mr Ray Hooper, Chief Executive Officer Shire of York, which included Senators Mathias Corman and Barnaby Joyce and representatives from the National Broadband Network, Energy Efficiency and Climate Change and Simon Crean’s office. The clarity provided by these one-on-one meetings was worth the effort from our end, and our delegation involving 5 Councils working together was noted favourably on several occasions.

**Constitutional Recognition of Local Government**

In the recent “Williams Case”, the High Court found that the Commonwealth does not have the power to provide direct funding in areas and to organisations outside its constitutional responsibility, in this case, funding of a chaplaincy programme in public schools. Direct funding to local government such as Roads to Recovery could also be open to challenge. This was much talked about at the NGA in Canberra and was seen to add weight to Local Government’s case for constitutional change, particularly in regard to financial recognition.

**COUNCIL RESOLUTION**

<b>M2/0612</b>	<b>Moved Cr Fregon</b>	<b>Seconded Cr Shaw</b>
	<b>That the President’s Report, be received.</b>	<b>CARRIED 8–0</b>

**7.2 COUNCILLOR REPORTS**

**Cr Pepper** provided the following reports:

**Avon Tourism Inc Meeting – 12 June 2012**

The meeting was held at Fitzgerald’s Hotel in Northam.

The integrated website is to start on 1 July and the Avon Valley Tourism is trying to arrange a one off free training on using the site.



**7. PRESIDENT AND COUNCILLOR REPORTS  
ITEM 7.2  
COUNCILLOR REPORTS**

**Avon Tourism Inc Meeting – 12 June 2012  
(Continued)**

This group has tentatively arranged a date for a coordinated event in the valley titled “History in the Valley” on the weekend of 10 November 2012.

We are running short of brochures and will be making arrangements for a new print early in the fiscal year, along with the handout bag which is now in low supply and also the advertising on the bag is out of date.

**Regional Transition Group Meeting – 14 June 2012**

Mr Linton Reynolds from the Grants Commission gave a very interesting summary of the direction of the Commission.

Final figures for the future state were presented showing an optimistic picture.

We were asked by the Chairman how our individual Councils stood with the amalgamation process. All Councils answered in the affirmative, except for Beverley to which I gave the response that we were “still sitting on the fence”.

**Cr Fregon:**

**Beverley Community and Development Association Meeting**

Cr Fregon reported on the Beverley Community and Development Association Meeting she attended.

**Cr Murray** provided the following reports:

**Vote of Thanks to the Chief Executive Officer Mr Stephen Gollan  
re: Beverley Function and Recreation Centre**

Extended on behalf of all Councillors, our gratitude and thanks to the Chief Executive Officer, Mr Stephen Gollan, in his outstanding efforts to secure the finance for the Beverley Function and Recreation Centre.

Cr Murray expressed his view that this type of initiative was required for the Shire of Beverley to move forward. All Councillors agreed and a Vote of Thanks was given.



## 8. OFFICERS' REPORTS

### 8.1.1 TOWN PLANNING ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.1.1.1</b>
<b>REPORT DATE:</b>	<b>13 June 2012</b>
<b>SUBJECT:</b>	<b>PROPOSED ROAD CLOSURE – PORTION OF HUNT ROAD, BLANCHARD &amp; MANN STREETS, BEVERLEY</b>
<b>APPLICANT:</b>	<b>Shire of Beverley</b>
<b>FILE REFERENCE:</b>	<b>ADM 0278</b>
<b>AUTHOR:</b>	<b>Shire Planner – Stefan de Beer</b>

---

Appendix 1

### BACKGROUND

At its 27 March 2012 meeting Council resolved:

*“That Council resolve to close a section of Hunt Road, a section of Mann Street and Blanchard Street Beverley, and to instruct the Shire Planner to proceed with the advertising for road closure pursuant to Section 58 of the Land Administration Act, 1997”*

The proposed road closure has been advertised for 35 days in compliance with section 58 of the Land Administration Act 1997 and is being presented to Council for final consideration.

### COMMENT

The proposed road closure was advertised for 35 days and the Shire received the following responses. A summary of the responses and staff comment are detailed below. Copies of the responses can be made available should Councillors so wish.

<b>Respondent</b>	<b>Property</b>	<b>Comments</b>	<b>Planner's Response</b>
FESA	-	FESA pointed out the existence of a water main traversing the section of Hunt Road to be closed. Could have an impact on the approval for subdivision process.	Shire aware of the water mains location. Noted
Western Power	-	No Objections. Relocation costs involved if infrastructure are to be moved.	Noted
Telstra	-	No Objections. Relocation costs involved if infrastructure are to be moved.	Noted

**8.1.1 TOWN PLANNING ITEMS**  
**ITEM 8.1.1.1**  
**PROPOSED ROAD CLOSURE**  
**- PORTION OF HUNT ROAD, BLANCHARD &**  
**MANN STREETS, BEVERLEY**  
**(Continued)**

<b>Respondent</b>	<b>Property</b>	<b>Comments</b>	<b>Planner's Response</b>
Public Transport Authority	Rail Reserve	The PTA consulted with Brookfield Rail and there is no objection, subject to: <ul style="list-style-type: none"> <li>- The rail boundary that abuts Mann Street being pegged for definition.</li> <li>- The subdivision needs to be assessed in particular the level crossing at DeLisle Street.</li> </ul>	The boundary between the rail reserve and the present Mann Street will be re-affirmed by the land surveyor when the final subdivision is pegged. The subdivision application and approval regime vest with the WAPC.
Water Corporation	-	No objection to proposal. Water mains within Hunt Road will require relocation.	Noted
Wendy & Chris Gilbert	26 Hunt Road & Lot 379 DeLisle Street	No Objection.	Noted

Since there were no objections to the proposal it will be recommended the road closures are proceeded with.

**STATUTORY ENVIRONMENT**

A request to the Minister to close a road must be made in compliance with section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998.

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

**M4/0612 Moved Cr Pepper** **Seconded Cr Murray**  
**That Council resolve to accept the officer's comment on the advertising and request the Minister close the section of Hunt Road, a section of Mann Street and Blanchard Street, Beverley as detailed in the attached plan.**

**CARRIED 8-0**

## 8.1.1 TOWN PLANNING ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.1.1.2</b>
<b>REPORT DATE:</b>	<b>13 June 2012</b>
<b>SUBJECT:</b>	<b>DEVELOPMENT APPLICATION – GLIDER HANGAR – LOT 29705 BREMNER ROAD/LUKIN STREET, BEVERLEY</b>
<b>APPLICANT:</b>	<b>Norman Block</b>
<b>FILE REFERENCE:</b>	<b>BRE 32745</b>
<b>AUTHOR:</b>	<b>Shire Planner – Stefan de Beer</b>

---

Appendix 2

### BACKGROUND

The Shire has received a proposal to construct a glider hangar adjacent to the north western section of the Beverley Airfield. The proposal is an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

The subject site is zoned Farming, contains buildings associated with the Beverley Soaring Society, a number of on-site caravans and existing glider hangars.

There are a number of existing hangars in the general vicinity of the proposed development. These were granted Planning Approval by Council at its 28 October 2008 meeting.

### COMMENT

The proposed development is regarded as a Club Premises and as such is a land use not permitted in a Farming zone. However under Clause 5.2 of the Shire of Beverley's Town Planning Scheme No. 2 (TPS 2) Council may grant Planning Approval for the extension of a recognised non-conforming land use. Council recognised non-conforming rights for the land use Club Premises on the subject site at its 28 October 2008 meeting. Therefore Council may grant Planning Approval for the proposed development.

Comment by the Beverley Rifle Club as a result of the advertising of previous hangar applications indicates that the Club is concerned the proposed hangars may protrude into its safety zone. Should Council approve the application, it will be recommended the prohibition of hangars protruding into the safety zone, be a condition of approval.

## 8.1.1 TOWN PLANNING ITEMS

### ITEM 8.1.1.2

#### DEVELOPMENT APPLICATION

##### - GLIDER HANGAR

##### - LOT 29705 BREMNER ROAD/LUKIN STREET, BEVERLEY

(Continued)

A site inspection has revealed that a number of mature trees are located in the vicinity of the proposed development. To protect the environmental values of the area it will be recommended, should Council approve the application, that no trees be removed prior to obtaining the relevant authority's consent.

In the opinion of staff, the visual amenity of the area should be protected through the proposed hangars harmonising with the surrounding landscape. Therefore should Council approve the application it will be recommended the hangars be clad in Colorbond or similar material in a colour that is in harmony with the surrounding area, as a condition of approval.

It is considered the proposed development will be a relatively minor increase on an existing non-conforming use. It is the opinion of staff that the proposal will enhance the gliding/soaring activity that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant Planning Approval for the application.

#### STATUTORY ENVIRONMENT

The applications may be approved under Clause 5.2 of the Shire of Beverley's Town Planning Scheme No. 2.

#### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M5/0612

Moved Cr Pepper

Seconded Cr Foster

That Council grant Planning Approval for the construction of a glider hangar at Lot 29705 Bremner Road/Lukin Street, Beverley, subject to the following conditions and advice notes: -

#### Conditions: -

1. If the development, the subject of this approval, is not **SUBSTANTIALLY COMMENCED** within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.

**8.1.1 TOWN PLANNING ITEMS**

**ITEM 8.1.1.2**

**DEVELOPMENT APPLICATION**

- **GLIDER HANGAR**
- **LOT 29705 BREMNER ROAD/LUKIN STREET,  
BEVERLEY**

**(Continued)**

2. **Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
3. **No glider hangar is to protrude into the Beverley Rifle Club safety zone. (Refer to Advice Note 3.)**
4. **No trees are to be removed without the prior approval of the appropriate Authorities.**
5. **Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area. Zincalume shall not be used for cladding.**

**Advice Notes: -**

1. **Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
2. **The applicant is advised a building permit is required prior to commencement of any building works.**
3. **With regard to Condition 3, the applicant is advised to confirm the location of the safety zone with the Beverley Rifle Club.**

**CARRIED 8-0**

## 8.1.1 TOWN PLANNING ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.1.1.3</b>
<b>REPORT DATE:</b>	<b>13 June 2012</b>
<b>SUBJECT:</b>	<b>SUBDIVISION APPLICATION – LOTS 3 – 8 &amp; OTHERS, BEVERLEY RECREATIONAL PRECINCT</b>
<b>APPLICANT:</b>	<b>Scanlan Surveys Pty Ltd</b>
<b>FILE REFERENCE:</b>	<b>PL146180</b>
<b>AUTHOR:</b>	<b>Shire Planner – Stefan de Beer</b>

---

Appendix 3

### BACKGROUND

An application has been received for the subdivision and amalgamation of the following properties: -

Lots 3 – 8, 12 – 19, 21 – 28 on P2959;  
Lots 21 – 24, 26, 27, 30, 51 & 53 on P292;  
Lots 31 – 34 on Deposited Plan 222079;  
Lot 151 on Deposited Plan 62441;  
Lot 329 on Deposited Plan 92260;  
Lot 399 on Deposited Plan 92259;  
Lot 400 on Deposited Plan 92261;  
Lot 100 on Deposited Plan 2959;  
Forrest Street, Short Street, Wright Street, John Street, George Street  
& Bartram Street, Beverley.

It will be recommended the application for subdivision be approved.

### COMMENT

The subject lots are presently zoned '*Recreation and Open Space*', and form part of the 'Beverley Recreational Precinct'.

This application for subdivision and amalgamation seeks to rationalize cadastral lot boundaries, so as to reflect the actual practical lot geometry and associated land uses on the ground.

### STATUTORY ENVIRONMENT

Subdivision is determined by the Western Australian Planning Commission in compliance with State policies and the Shire of Beverley's planning framework. Council's recommendation is considered when determining the application.



**8.1.1 TOWN PLANNING ITEMS**  
**ITEM 8.1.1.3**  
**SUBDIVISION APPLICATION**  
**- LOTS 3 – 8 & OTHERS,**  
**BEVERLEY RECREATIONAL PRECINCT**  
**(Continued)**

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

**M6/0612 Moved Cr Pepper** **Seconded Cr Foster**  
That Council resolve to recommend to the Western Australian Planning Commission that Application WAPC No. 146180 for the subdivision of the following properties be approved: -  
Lots 3 – 8, 12 – 19, 21 – 28 on P2959;  
Lots 21 – 24, 26, 27, 30, 51 & 53 on P292;  
Lots 31 – 34 on Deposited Plan 222079;  
Lot 151 on Deposited Plan 62441;  
Lot 329 on Deposited Plan 92260;  
Lot 399 on Deposited Plan 92259;  
Lot 400 on Deposited Plan 92261;  
Lot 100 on Deposited Plan 2959;  
Forrest Street, Short Street, Wright Street, John Street, George Street & Bartram Street, Beverley.

**CARRIED 8–0**

## 8.1.1 TOWN PLANNING ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.1.1.4</b>
<b>REPORT DATE:</b>	<b>19 June 2012</b>
<b>SUBJECT:</b>	<b>DEVELOPMENT APPLICATION – SPECIAL EVENT (NATURAL TERRAIN MOTORCYCLE EVENT) – LOT 81 VALLENTINE ROAD, WEST DALE</b>
<b>APPLICANT:</b>	<b>Winton Lawton</b>
<b>FILE REFERENCE:</b>	<b>VAL 51007</b>
<b>AUTHOR:</b>	<b>Shire Planner – Stefan de Beer</b>

---

Appendix 4

### BACKGROUND

It is proposed to conduct a natural terrain motorcycle event on Lot 81 Vallentine Road, West Dale on 21 & 22 of July 2012. The subject site is approximately 57ha in extent and zoned 'Farming'. Refer to the appendix to this item for a copy of the site locality map & event overview.

It is anticipated approximately 300 persons will attend the event.

### COMMENT

Under the Shire of Beverley's Town Planning Scheme No. 2 (TPS 2) the proposed event is a use not listed. Clause 3.2.5 of TPS 2 states that where a land use is not listed Council may: -

- a) *determine that the use is not consistent with the objectives and purposes of the particular zone and is therefore not permitted; or*
- b) *determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the advertising procedures of Clause 6.2 in considering an application for planning consent, following which the Council may, at its discretion, permit the use.*

It is perceived that the event will aid in promoting Beverley Shire in a positive light. Given that the proposed use will not preclude agricultural use of the property for the remainder of the year and provides entertainment options not normally available in Beverley, it will be recommended Council determine that the proposed use may be consistent with the objectives and purpose of the Farming zone.

## 8.1.1 TOWN PLANNING ITEMS

### ITEM 8.1.1.4

#### DEVELOPMENT APPLICATION

- SPECIAL EVENT (NATURAL TERRAIN MOTORCYCLE EVENT)
- LOT 81 VALLENTINE ROAD, WEST DALE

(Continued)

#### Advertising

In compliance with Clause 6.2 of TPS 2 the application was advertised to neighbouring affected land owners for 21 days. On report compilation date, a total of 2 submissions were received, none comprising of objections. A summary of the submissions received and officer's responses are detailed in the table below:

	Respondent	Property	Comment	Planner's Response
1	Robert Fisher Redlands RMB 218 Beverley WA	305 Vallentine Road	No objection to proposal.	Noted
2	W Cherry 234 Holmes Road Forrestfield WA	Lot 84 Butchers Road	No Objection to Proposal. The more activity in the Shire, the better	Noted

It is submitted that the event will aid in economic development and economic diversification in the Shire of Beverley. Direct economic enhancement will occur due to catering for the needs of the substantial number of persons attending the event. Indirect economic benefit will come from raising the profile of Beverley throughout the state and promoting Beverley as a Shire friendly to events of this nature.

This event will provide an entertainment option comparable with those in the metropolitan area and not generally available in Beverley. As such the event will aid in enhancing the amenity of the Shire.

#### Event Guidelines

The application contains proposals for the effective and safe operation of the event on the day, and addresses issues pertaining to, amongst others, Fire Services, First Aid *et al.* It will be recommended that these proposals be adhered to if the application is approved.

The applicant further submitted that the event will be held under the permit regime of *Motorcycle Australia*, the regulating body for events of this nature. Shire staff considers this as confirmation that the event will be properly and professionally run.

## **8.1.1 TOWN PLANNING ITEMS**

### **ITEM 8.1.1.4**

#### **DEVELOPMENT APPLICATION**

- **SPECIAL EVENT (NATURAL TERRAIN MOTORCYCLE EVENT)**
- **LOT 81 VALLENTINE ROAD, WEST DALE**

**(Continued)**

#### **Conclusion**

The application to conduct the event is supported due to: -

1. Diversification of economic activity;
2. Enhancement of amenity through provision of generally unavailable entertainment options;
3. Raising the "profile" of the Shire of Beverley;
4. No objections to the proposal; and
5. Economic benefit to the local economy.

It will therefore be recommended the proposal be considered a land use that is consistent with the objectives of the Farming zone and Council grant planning approval.

#### **STATUTORY ENVIRONMENT**

Subject to Council determination by absolute majority, as discussed above, the application may be considered consistent with the Shire of Beverley's Town Planning Scheme No. 2.

#### **OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

**M7/0612**

**Moved Cr Foster**

**Seconded Cr Gogol**

**That Council resolve: -**

1. **By absolute majority that the proposed use is consistent with the planning objectives and purpose of the Farming zone.**
2. **To grant planning approval for the Natural Terrain Motorcycle Event at Lot 81 Vallentine Road, West Dale, subject to the following conditions and advice note: -**

**8.1.1 TOWN PLANNING ITEMS**

**ITEM 8.1.1.4**

**DEVELOPMENT APPLICATION**

- **SPECIAL EVENT (NATURAL TERRAIN MOTORCYCLE EVENT)**
- **LOT 81 VALLENTINE ROAD, WEST DALE,  
BEVERLEY**

**(Continued)**

**Conditions: -**

1. **Planning approval for the event is valid for the period 21 and 22 July 2012 only.**
2. **Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan prepared by the applicant and endorsed by Council's Shire Planner.**
3. **The event shall be conducted as per the submission documentation, and under the permit requirements of *Motorcycle Australia*.**

**Advice Note: -**

1. **Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**

**CARRIED 8-0**

## 8.1.1 TOWN PLANNING ITEMS

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<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.1.1.5</b>
<b>REPORT DATE:</b>	<b>19 June 2012</b>
<b>SUBJECT:</b>	<b>DEVELOPMENT APPLICATION – HOME OCCUPATION – TREATMENT ROOM FOR SHIATSU THERAPY – 35 (LOT 23) FORREST STREET, BEVERLEY</b>
<b>APPLICANT:</b>	<b>Michelle Elizabeth Williams</b>
<b>FILE REFERENCE:</b>	<b>FOR 51181</b>
<b>AUTHOR:</b>	<b>Shire Planner – Stefan de Beer</b>

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Appendix 5

### **BACKGROUND**

It is proposed to operate a treatment room for Shiatsu Therapy at 35 (Lot 23) Forrest Street, Beverley. Hours of operation are proposed to be between 9:00am and 7:00pm, Mondays to Fridays.

The site is zoned 'Residential R10' and contains an existing dwelling and outbuildings.

### **COMMENT**

Shiatsu therapy is a form of therapeutic massage. The proposal for this Home Occupation is that the therapy will be administered in a converted room in the present dwelling.

It is deemed this proposal will enhance the economic development through the establishment of a new business and increase service options available in the Shire. Given the relatively minor nature of the proposal and lack of external impact it will be recommended the application be approved.

### **Advertising**

In compliance with Clause 6.2 of TPS 2, the application was advertised to neighbouring affected land owners for 21 days. On report compilation date, a total of 2 submissions were received, none comprising of objections. A summary of the submissions received and officer's responses are detailed in the table below: -

**8.1.1**

**TOWN PLANNING ITEMS**

**ITEM 8.1.1.5**

**DEVELOPMENT APPLICATION**

- HOME OCCUPATION
- TREATMENT ROOM FOR SHIATSU THERAPY
- 35 (LOT 23) FORREST STREET, BEVERLEY

**(Continued)**

	<b>Respondent</b>	<b>Property</b>	<b>Comment</b>	<b>Planner's Response</b>
<b>1</b>	Robert Hall 38 Forrest Street Beverley WA	38 Forrest Street, Beverley	No objection to proposal.	Noted
<b>2</b>	E Mitting 36 Forrest Street Beverley WA	36 Forrest Street, Beverley	No objection to proposal.	Noted

**STATUTORY ENVIRONMENT**

The application complies with the Shire of Beverley's Town Planning Scheme No. 2.

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

**M8/0612**

**Moved Cr Gogol**

**Seconded Cr Murray**

**That Council resolve to approve a Home Occupation (treatment room for Shiatsu Therapy) at 35 (Lot 23) Forrest Street, Beverley, subject to the following conditions and advice notes: -**

**Conditions: -**

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. The development shall comply with Council's Home Occupation Provisions set out in the Town Planning Scheme or otherwise notified by the Council in writing.**
- 4. Compliance with the Shire of Beverley's Health Local Laws.**

**8.1.1 TOWN PLANNING ITEMS**

**ITEM 8.1.1.5**

**DEVELOPMENT APPLICATION**

- HOME OCCUPATION
- TREATMENT ROOM FOR SHIATSU THERAPY
- 35 (LOT 23) FORREST STREET, BEVERLEY

**(Continued)**

5. This approval is specific to the applicant and approved property and cannot be transferred or assigned to any other person or place.
6. All activity associated with this approval must be conducted within the approved areas on the endorsed plan.
7. Hours of operation are weekdays, between 9:00am and 7:00pm.

**Advice Notes: -**

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised approval is required from the Shire's Health Department prior to commencement of the development.
3. This approval to conduct a home occupation is issued subject to an annual permit which may be renewed by application to the Council for Planning Consent.

**CARRIED 8-0**



## 8.1.1 TOWN PLANNING ITEMS

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<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.1.1.6</b>
<b>REPORT DATE:</b>	<b>19 June 2012</b>
<b>SUBJECT:</b>	<b>DEVELOPMENT APPLICATION – GLIDER TOW PLANE HANGAR – LOT 29705 BREMNER ROAD/LUKIN STREET, BEVERLEY</b>
<b>APPLICANT:</b>	<b>Greg Beecroft for the Beverley Soaring Society</b>
<b>FILE REFERENCE:</b>	<b>BRE 32745</b>
<b>AUTHOR:</b>	<b>Shire Planner – Stefan de Beer</b>

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Appendix 6

### BACKGROUND

The Shire has received a proposal to construct a glider tow plane hangar adjacent to the north western section of the Beverley Airfield. The proposal is an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

The subject site is zoned Farming, contains buildings associated with the Beverley Soaring Society, a number of on-site caravans and existing glider and glider tow plane hangars.

There are a number of existing hangars in the general vicinity of the proposed development. These were granted Planning Approval by Council at its 28 October 2008 meeting.

### COMMENT

The proposed development is regarded as a Club Premises and as such is a land use not permitted in a Farming zone. However under Clause 5.2 of the Shire of Beverley's Town Planning Scheme No. 2 (TPS 2), Council may grant Planning Approval for the extension of a recognised non-conforming land use. Council recognised non-conforming rights for the land use Club Premises on the subject site at its 28 October 2008 meeting. Therefore Council may grant Planning Approval for the proposed development.

Comment by the Beverley Rifle Club as a result of the advertising of previous hangar applications indicates that the club is concerned proposed hangars may protrude into its safety zone. Should Council approve the application, it will be recommended the prohibition of hangars protruding into the safety zone, be a condition of approval.

## 8.1.1 TOWN PLANNING ITEMS

### ITEM 8.1.1.6

#### DEVELOPMENT APPLICATION

- GLIDER TOW PLANE HANGAR
- LOT 29705 BREMNER ROAD/LUKIN STREET, BEVERLEY

(Continued)

A site inspection has revealed that a number of mature trees are located in the vicinity of the proposed development. To protect the environmental values of the area it will be recommended, should Council approve the application, that no trees be removed prior to obtaining the relevant authority's consent.

In the opinion of staff, the visual amenity of the area should be protected through the proposed hangars harmonising with the surrounding landscape. Therefore should Council approve the application it will be recommended the hangars be clad in Colorbond or similar material in a colour that is in harmony with the surrounding area, as a condition of approval.

It is considered the proposed development will be a relatively minor increase on an existing non-conforming use. It is the opinion of staff that the proposal will enhance the gliding/soaring activity that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant Planning Approval for the application.

#### STATUTORY ENVIRONMENT

The applications may be approved under Clause 5.2 of the Shire of Beverley's Town Planning Scheme No. 2.

#### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M9/0612

Moved Cr Foster

Seconded Cr Murray

That Council grant Planning Approval for the construction of a glider tow plane hangar at Lot 29705 Bremner Road/Lukin Street, Beverley, subject to the following conditions and advice notes: -

#### Conditions: -

1. If the development, the subject of this approval, is not **SUBSTANTIALLY COMMENCED** within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.

**8.1.1 TOWN PLANNING ITEMS**

**ITEM 8.1.1.6**

**DEVELOPMENT APPLICATION**

- **GLIDER TOW PLANE HANGAR**
- **LOT 29705 BREMNER ROAD/LUKIN STREET, BEVERLEY**

**(Continued)**

2. **Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan prepared by the applicant and endorsed by Council's Shire Planner.**
3. **No glider tow plane hangar is to protrude into the Beverley Rifle Club safety zone. (Refer to Advice Note 3.)**
4. **No trees are to be removed without the prior approval of the appropriate Authorities.**
5. **Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area. Zincalume shall not be used for cladding.**

**Advice Notes: -**

1. **Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
2. **The applicant is advised a building permit is required prior to commencement of any building works.**
3. **With regard to Condition 3, the applicant is advised to confirm the location of the safety zone with the Beverley Rifle Club.**

**CARRIED 8-0**

## 8.1.2 SHIRE PLANNER'S REPORT

The Shire Planner gave a verbal report to the meeting.

**Council noted the information provided by the Shire Planner.**

At 2:55pm Mr Stefan de Beer, Shire Planner, left the meeting.

At 3:00pm Mr Stephen Vincent, Works Supervisor, entered the Chambers and joined the meeting.

## 8.2.1 BUILDING SERVICES ITEMS

Nil.

## 8.2.2 BUILDING SERVICES REPORT

### 8.2.2.1 BUILDING LICENSES ISSUED

Building licenses issued up to 14 June 2012: -

Lic No: 51 11/12	Lic No: 52 11/12
No: Lot 452 Vincent St, Beverley	No: 67 (L81) Dale Kokeby Rd, Dale
Building: Residence	Building: Shed
Value: \$148,452.00	Value: \$15,000.00
Lic No: 53 11/12	Lic No: 54 11/12
No: 19 Quelican Rd, Beverley	No: 4 Deep Pool Rd, Beverley
Building: House	Building: Residence
Value: \$50,000.00	Value: \$365,400.00

### 8.2.2.2 MAINTENANCE OFFICER'S REPORT

The Shire Maintenance Officer had provided a Report under separate cover.

**Council noted the information provide in the Building Services Report.**

**8.3.1 PLANT, WORKS, RECREATION AND TOURISM ITEMS**  
Nil.

**8.3.2 WORKS SUPERVISOR'S REPORT**

**8.3.2.1 GENERAL – WORKS**

**8.3.2.1.1 Bowling Club Request**

A letter has been received from the Bowling Club asking if the Shire would be in the position to relocate any material left over once the old surface has been removed.

To date, half of the material has been removed and sold. If there is any remaining this would be of some value to the Shire and may be suitable for fill for the new Amenities Building.

**8.3.2.1.2 Bulk Verge Pick-Up**

This year's pick-up was carried out on 18 June 2012. There was a reasonable amount collected, which included two cars and one water tank.

**8.3.2.1.3 Oval Reticulation Pump**

Pump No. 2 has had the bearings replaced as a maintenance issue. Pump No. 1 was repaired six months ago.

**8.3.2.1.4 Airstrip Maintenance**

The air strip has been slashed and the old bitumen at the southern end has been levelled and rolled.

**8.3.2.1.5 Shoulder Grading**

Gravel sheeting has stopped, due to the wet weather. Some of the shoulders on the bitumen roads are now being graded.

**8.3.2.1.6 Westdale Road**

Failed sections have been temporarily repaired. These will have to be cement stabilised as part of next year's road works program.

**8.3.2 WORKS SUPERVISOR'S REPORT**  
**ITEM 8.3.2.1**  
**GENERAL – WORKS**  
**(Continued)**

**8.3.2.1.7 Kerbside Recycling**

A quote has been obtained from Avon Waste with different options available for recycling. These included options for Council to purchase the bins and different rates, depending on where the materials are to be taken.

Further investigation is required to see if a grant is available to purchase recycling bins. Once all this information is gathered, at the next committee meeting, discussions will be required to determine what action is to be taken prior to the budget.

**RESOLVED that a provision be made in the 2012 / 2013 Budget for the supply of recycle bins, with further investigation to be made in regards to grants and set up costs.**

**8.3.2.2 CONSTRUCTION**

**8.3.2.2.1 Independent Living Units Reticulation and Gardens**

Reticulation has been laid at both units and the common area. Plants have been planted in the common areas and out the front; quotes were requested locally and from Perth. It was decided to purchase these plants from The Garden Environment in Beverley.

**8.3.2.2.2 Dawson Street Footpath**

A new footpath has been installed on Dawson Street from the Country Women's Association (CWA) to the new Independent Living Units (ILU), this included replacing the kerbing in front of the CWA and including a ramp onto the road.

**8.3.2.2.3 Oval Drainage Pipe**

Work has begun on the installation of the new stormwater drainage pipe from the back of the fire station to the drain behind the Swimming Pool.

**8.3.2 WORKS SUPERVISOR'S REPORT**  
**ITEM 8.3.2.2**  
**CONSTRUCTION**  
**(Continued)**

**8.3.2.2.4 Dale Kokeby Road**

Gravel sheeting has stopped on Dale Kokeby Road, due to the rain. We may finish off before the end of the month, weather permitting. If not, this will be added to the remaining section on next year's budget.

**COUNCIL RESOLUTION**

**M10/0612 Moved Cr Fregon Seconded Cr Gogol**  
**That the Works Supervisor's Report, be received.**  
**CARRIED 8-0**

At 3:30pm Mr Stephen Vincent, Works Supervisor left the meeting.

#### 8.4.1 FINANCE ITEMS

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**SUBMISSION TO:** June Council Meeting 26 June 2012  
**AGENDA ITEM:** 8.4.1.1  
**REPORT DATE:** 19 June 2012  
**SUBJECT:** SCHEDULE OF ACCOUNTS FOR THE MONTH OF  
MAY 2012  
**AUTHOR:** Chief Executive Officer – Stephen Gollan

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Appendix 7

#### COMMENT

The Schedule of Accounts for the month of May 2012 is the appendix to this item.

#### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**M11/0612** Moved Cr Foster **Seconded Cr Fregon**  
That the Schedule of Accounts for the month of May 2012, be received.

**CARRIED 8–0**

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**SUBMISSION TO:** June Council Meeting 26 June 2012  
**AGENDA ITEM:** 8.4.1.2  
**REPORT DATE:** 20 June 2012  
**SUBJECT:** FINANCIAL STATEMENT FOR THE PERIOD ENDED  
31 MAY 2012  
**AUTHOR:** Chief Executive Officer – Stephen Gollan

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#### COMMENT

The Financial Statement for the period ended 31 May 2012 was provided under separate cover.

#### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**M12/0612** Moved Cr Shaw **Seconded Cr Gogol**  
That the Financial Statement for the period ended 31 May 2012, as presented, be received.

**CARRIED 8–0**



## 8.4.1 FINANCE ITEMS

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<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.4.1.3</b>
<b>REPORT DATE:</b>	<b>15 June 2012</b>
<b>SUBJECT:</b>	<b>INVESTMENT OF SURPLUS FUNDS FOR THE MONTH OF MAY 2012</b>
<b>FILE REFERENCE:</b>	<b>ADM 0096</b>
<b>AUTHOR:</b>	<b>Chief Executive Officer – Stephen Gollan</b>

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### BACKGROUND

Council has at present surplus funds that have been invested in line with Council's policy.

### COMMENT

Listed below are surplus funds that have been invested during the month of May 2012 with the ANZ Bank.

RESERVE	INVESTMENT	TOTAL	ACCT #	TERM	RATE	EXPIRY
Building	\$ 467,166.00	\$ 467,166.00	9986-983368	45 Days	4.86%	18/06/12
Plant	\$ 205,097.00	\$ 205,097.00	9981-38926	3 Months	5.94%	01/06/12
Annual Leave	\$ 128,112.00					
Recreation Ground	\$ 301,033.00	\$ 429,145.00	9981-39558	3 Months	5.94%	01/06/12
Bush Fire Fighters	\$ 99,195.00					
Avon River Development	\$ 19,918.00					
Community Bus	\$ 26,337.00					
Cropping Committee	\$ 237,638.00					
Road Construction	\$ 215,956.00	\$ 599,044.00	9981-39646	3 Months	5.94%	01/06/12

### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**M13/0612 Moved Cr Fregon** **Seconded Cr Shaw**  
**That the Investment Report for the month of May 2012, be received.**

**CARRIED 8-0**

## 8.4.1 FINANCE ITEMS

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<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.4.1.4</b>
<b>REPORT DATE:</b>	<b>19 June 2012</b>
<b>SUBJECT:</b>	<b>SELF SUPPORTING LOAN – BEVERLEY BOWLING CLUB</b>
<b>FILE REFERENCE:</b>	<b>ADM 0098</b>
<b>AUTHOR:</b>	<b>Chief Executive Officer – Stephen Gollan</b>

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Appendix 8

### BACKGROUND

In September 2006, Council raised, on behalf of the Beverley Bowling Club, a self supporting loan of \$180,000.00 for the purpose of installing synthetic greens.

The Club has an agreement whereby biannual repayments of \$9,377.61 are paid to Council in June and December each year for a period of fifteen years.

Until the problems occurred with the synthetic greens, the Bowling Club has been diligently making the repayments on the due date. However, when the synthetic greens failed, the Club experienced a major financial setback and was forced to take legal action against the company which did not accept responsibility for the greens.

In April 2011 and as a result of an approach to Council from the Club, the Council resolved: -

***“That Council extend the final date for the repayment of the Beverley Bowling Club’s self supporting loan, by deferring the biannual instalments of \$9,377.61 in June and December 2011.”***

### COMMENT

The earlier difficulties experienced with the greens was further exacerbated with the 2011 storm, which wreaked havoc throughout the town and the Shire.

This required the Club to negotiate an insurance claim, specify required work, obtain prices and begin the process of remedial work on the greens.

**8.4.1 FINANCE ITEMS**  
**ITEM 8.4.1.4**  
**SELF SUPPORTING LOAN**  
**- BEVERLEY BOWLING CLUB**  
**(Continued)**

A letter from the Club advised that whilst they are very confident about their future viability, it is possible that in the short term they may experience a temporary shortfall in funding to meet the biannual payment of \$9,377.61. (It should be noted that after a lengthy legal case, the Club has been awarded a payout to help pay for the base of the greens, and the Bowling Club is also awaiting an LGIS payment for the surface.)

In order to maintain good standing with the Council, and as a contingency, the Club is requesting approval to delay, or if necessary, defer the biannual instalment of \$9,377.61 for a further two payments.

If agreed, the Club will have a total deferred liability of \$37,510.55. The initial Loan of \$180,000.00 is for a period of 15 years, maturing on 22 December 2021, with total liability of \$281,328.14, inclusive of interest.

The implications for Council's 2012 / 2013 budget, is that it will not receive \$18,755.22, should Council agree to the request, and the payment is not made.

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

**M14/0612 Moved Cr Murray Seconded Cr Foster**

- 1. That Council extend the final date for the repayment of the Beverley Bowling Club's self supporting loan, by deferring the biannual instalments of \$9,377.61 in June and December 2012.**
- 2. That the Council be advised of the Beverley Bowling Club's overall financial position, following completion of works on the Bowling Greens.**

**CARRIED 8-0**

## 8.5.1 ADMINISTRATION ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.5.1.1</b>
<b>REPORT DATE:</b>	<b>15 June 2012</b>
<b>SUBJECT:</b>	<b>USE OF COMMON SEAL</b>
<b>FILE REFERENCE:</b>	<b>ADM 0256</b>
<b>AUTHOR:</b>	<b>Chief Executive Officer – Stephen Gollan</b>

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### BACKGROUND

Allocation of the Common Seal requires accompanying signatures of both the Shire President (or Deputy Shire President) and the Chief Executive Officer (or person acting in that position).

It is appropriate to notify the Council following use of the Common Seal.

### COMMENT

The Common Seal has been recently attached to the following documents: -

1. Notifications Under Section 70A and Restrictive Covenant, in relation to a Subdivision on Lot 48 Carr Road, Beverley.
2. Financial Assistance Agreement – Royalties for Regions Project: Beverley Function and Recreation Centre.

In all instances the documents represent decision of Council or Delegated Authority of the Chief Executive Officer.

### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**M15/0612 Moved Cr Fregon** **Seconded Cr Gogol**  
**That Council note and endorse the Common Seal having been attached to: -**

1. **Notifications Under Section 70A and Restrictive Covenant, in relation to a Subdivision on Lot 48 Carr Road, Beverley.**
2. **Financial Assistance Agreement – Royalties for Regions Project: Beverley Function and Recreation Centre.**

**CARRIED 8-0**

## 8.5.1 ADMINISTRATION ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.5.1.2</b>
<b>REPORT DATE:</b>	<b>14 June 2012</b>
<b>SUBJECT:</b>	<b>MINING EXPLORATION LICENCES 70/4364 &amp; 70/4367</b>
<b>APPLICANT:</b>	<b>M &amp; M Walter Consulting</b>
<b>FILE REFERENCE:</b>	<b>ADM 0227</b>
<b>AUTHOR:</b>	<b>Chief Executive Officer – Stephen Gollan</b>

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Appendix 9

### SUMMARY

M and M Walter Consulting, on behalf of Australia Minerals and Mining Group Ltd, have advised that they have made application for two exploration licences.

### BACKGROUND

The following Notices of Applications for a Mining Exploration Licence have been received for Council's comment to the Mining Registrar: -

M & M Walter Consulting	70/4364
M & M Walter Consulting	70/4367

A copy of the areas to be explored is the Appendix to this item.

### COMMENT

Council has previously granted these licenses subject to conditions, which form part of the Officer's recommendation to this item.

### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**M16/0612**      **Moved Cr Gogol**      **Seconded Cr Foster**  
That Council advise the Mining Registrar that Council has no objection to the Application for Mining Exploration Licences 70/4364 and 70/4367 from M and M Walter Consulting, on behalf of Australia Minerals and Mining Group Ltd, subject to the following conditions: -

1. All service holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.

**8.5.1**

**ADMINISTRATION ITEMS**

**ITEM 8.5.1.2**

**MINING EXPLORATION LICENSES 70/4364 & 70/4367**

**(Continued)**

- 2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six months after excavation unless approved by the District Mining Engineer.**
- 3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of the exploration program.**
- 4. No activities taking place to the detriment of any roads, streets or verges.**
- 5. Minimum disturbances being made to the natural vegetation.**
- 6. Adequate suppression control methods and practices being used.**
- 7. Except with the approval of the Shire of Beverley, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated to the satisfaction of the Shire of Beverley's Works Supervisor.**
- 8. All works comply with the Environmental Protection (Noise) Regulations 1997.**
- 9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.**

**CARRIED 8-0**

## 8.5.1 ADMINISTRATION ITEMS

---

<b>SUBMISSION TO:</b>	<b>June Council Meeting 26 June 2012</b>
<b>AGENDA ITEM:</b>	<b>8.5.1.3</b>
<b>REPORT DATE:</b>	<b>18 June 2012</b>
<b>SUBJECT:</b>	<b>PROCUREMENT POLICY &amp; AUTHORITY TO PURCHASE</b>
<b>FILE REFERENCE:</b>	<b>ADM 0281</b>
<b>AUTHOR:</b>	<b>Chief Executive Officer – Stephen Gollan</b>

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Appendix 10

### BACKGROUND

Council currently has two separate policies which give direction on: -

- Purchasing (Procurement); and
- Authority to Purchase.  
(Appointing personnel and stipulating limits of authority for purchasing.)

### COMMENT

These two policies were last considered by Council in 2007 and 2006 respectively.

In addition to the need to review these policies from time to time, it has become apparent that a general review will assist and empower senior officers with day-to-day work and also to meet service delivery targets within clearly defined purchasing parameters. Accordingly, it is proposed to increase the purchasing authority of the Works Supervisor in recognition of the substantial cost materials used in association with the works programme. Other more modest increases are aimed at recognising procurement needs at operational level. Additionally, this review will take account of inflation during the last 5 or more years.

The appended policy represents an amalgamation of two existing policies. Some of the text has been simplified; however none of the core requirements have been lost. The requirements of Council, the Chief Executive Officer's management directions and the overriding Legislative obligations are preserved.

It is logical to amalgamate the Procurement and Purchasing Statements into a composite document, to ensure the Council requirements are linked and staff can obtain all information at a single reference point.

**8.5.1 ADMINISTRATION ITEMS**  
**ITEM 8.5.1.3**  
**PROCUREMENT POLICY & AUTHORITY TO PURCHASE**  
**(Continued)**

**STATUTORY REQUIREMENT**

Local Government Act.1995  
Local Government (Functions and General) Regulations 1996

**VOTING REQUIREMENT**

Simple majority.

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

**M17/0612 Moved Cr Gogol** **Seconded Cr Foster**  
**That Council adopts the attached Procurement Policy and**  
**Authority to Purchase as a substitute and replacement for the**  
**Purchasing Policy (2007) and the Authority to Purchase Policy**  
**(2006).**

**CARRIED 8-0**



## 8.5.1 ADMINISTRATION ITEMS

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**SUBMISSION TO:** June Council Meeting 26 June 2012  
**AGENDA ITEM:** 8.5.1.4  
**REPORT DATE:** 18 June 2012  
**SUBJECT:** INSURANCE RENEWAL  
**FILE REFERENCE:** ADM 0167  
**AUTHOR:** Chief Executive Officer – Stephen Gollan

---

Appendix 11

### BACKGROUND

Local Government Insurance Scheme (LGIS) has supplied a quote for Council's 2012 / 2013 insurances.

### COMMENT

Below is a summary of Council's insurance policies and their costs along last year premiums for comparison

<i>Class of Insurance</i>	<i>2012 / 2013 Premium</i>	<i>2011 / 2012 Premium</i>	<i>Increase / (Decrease)</i>
Bushfire	\$ 8,600.00.00	\$ 10,767.75	\$ 2,167.75
Councillor & Officers Liability	\$ 3,614.11	\$ 3,614.11	\$ -
Fidelity Guarantee	\$ 532.97	\$ 510.47	\$ 22.50
Motor Vehicle & Plant	\$ 26,890.02	\$ 26,890.02	\$ -
Personal Accident & Travel	\$ 1,500.00	\$ 1,500.00	\$ -
Salary Continuance	\$ 3,290.45	\$ 3,946.49	\$ 656.04
LGIS Property Scheme	\$ 60,138.01	\$ 57,975.23	\$ 2,162.78
LGIS Liability Scheme	\$ 23,418.29	\$ 22,330.00	\$ 1,088.29
Transit	\$ 260.00	\$ 230.00	\$ 30.00
Business Practices Protection	\$ 4,025.00	\$ 4,025.00	\$ -
LGIS Workcare Scheme	\$ 43,051.00	\$ 43,050.00	\$ 1.96
	<b>\$ 175,320.81</b>	<b>\$ 174,839.07</b>	<b>\$ 481.74</b>

### OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**M18/0612 Moved Cr Fregon** **Seconded Cr Gogol**  
**That Council agree to renew their insurances policies as supplied**  
**by Local Government Insurance Services for 2012 / 2013.**  
**CARRIED 8-0**

## **8.5.2 CHIEF EXECUTIVE OFFICER'S REPORT**

### **8.5.2.1 Staff – Deputy Chief Executive Officer**

The position of Deputy Chief Executive Officer has been advertised. Applications closed at 4:00pm on Wednesday 30 May 2012.

I received six applications and will be interviewing two candidates

### **8.5.2.2 WA Local Government Grants Commission – Advance Payment**

I have received advice from the Department of Local Government that the Commonwealth Government will be paying 50% of the 2012 / 2013 Financial Assistance Grants pool in advance.

This equates to \$565,807.00 being made up of \$330,222.00 General Purpose Grant and \$235,585.00 Local Road Grant.

There will still be four quarterly payments made to each local government in the 2012 / 2013, however the total of these payments will be reduced by the advance payment.

The WA Grants Commission is currently in the process of acquiring Ministerial approval for the 2012 / 2013 Notional Financial Assistance Grants and they will provide Council of these figures as soon as possible. Confirmation of the final grant will occur in early August 2012.

### **8.5.2.3 Country Local Government Fund – Regional Groups of Local Governments**

I have been advised that Beverley was successful in obtaining the grant from the Country Local Government Fund 2011 / 2012 Regional Group Project for the Beverley Function and Recreation Centre.

The amount received is \$905,977.00.

The President and I have signed the Financial Assistance Agreement (FAA) along with the Regional Transition Group Chief Executive Officers and have returned the Agreement. It is anticipated that Council may receive the funds prior to 30 June 2012.

### **8.5.2.4 Country Local Government Fund – Individual Allocations**

The Department of Regional Development and Lands have written acknowledging that Council's 2008 / 2009 Country Local Government Fund allocation of \$605,681.00 was spent accordingly on the Independent Living Units.

## **8.5.2 CHIEF EXECUTIVE OFFICER'S REPORT**

### **ITEM 8.5.2.4**

#### **Country Local Government Fund – Individual Allocations**

#### **(Continued)**

As the 2008 / 2009 allocation has been acquitted, I have received the draft Financial Assistance Agreement for Council's 2010 / 2011 individual allocation being \$381,821.00. This allocation has been committed to the Beverley Function and Recreation Centre.

### **8.5.2.5 2011 Storm Damage**

I have recently finalised the insurance claims for the damage that occurred from the 2011 storms in January.

The total amount of the claims were \$350,405.00, the two large claims were for the Amenities Building and the Bowling Club.

### **8.5.2.6 WA Farmers Federation – Avon Valley Zone Meeting – 28 June 2012**

An invitation has been received to hold a Zone meeting of the WA Farmers Federation in Beverley. The meeting will be held at the Beverley Amenities Building at 7:30am on 28 June 2012. The Shire President will be opening the meeting.

This is a great and convenient opportunity to meet with leaders of the farming fraternity and to show appreciation for the role they play in a core rural industry.

If you can make it to the event, it will also show appreciation to the Farmers Federation for selecting Beverley as their venue on this occasion.

### **8.5.2.7 Central Country Zone Meeting – 29 June 2012**

The next meeting of the Central Country Zone will be held in Corrigin details are shown below: -

Meeting Date:	Friday 29 June 2012
Venue:	Corrigin Golf Club
Morning Tea:	9:30am
Meeting Commences:	10:00am

**8.5.2 CHIEF EXECUTIVE OFFICER'S REPORT  
(Continued)**

**8.5.2.8 Mr Eric Heal – Resignation as a Justice of the Peace**

I have received a letter from Mr Eric Heal advising of his intention to resign from his position as a Justice of the Peace for Beverley.

Mr Heal wrote -

*"I wish to advise that due to my relocation to Albany I am resigning my position as a Justice of the Peace. This I hope will allow for the appointment of a younger resident to fill this role.*

*I would like to thank the shire for asking me in 1978 to nominate for this position and it has been my pleasure to carry out this role and I hope I have been of some help to our district and residents".*

**COUNCIL RESOLUTION**

**M19/0612 Moved Cr Foster** **Seconded Cr Fregon**  
**That the Chief Executive Officer's Report, be received.**  
**CARRIED 8-0**

**9. INFORMATION BULLETIN PARTS ONE AND TWO**

The June 2012 Information Bulletin was provided under separate cover.

**COUNCIL RESOLUTION**

**M20/0612 Moved Cr Murray** **Seconded Cr White**  
**That the June 2012 Information Bulletin, be received.**  
**CARRIED 8-0**

**10. TABLED CORRESPONDENCE**

- NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT
  - 2012 Business Papers
- DEPARTMENT OF REGIONAL AUSTRALIA, LOCAL GOVERNMENT, ARTS AND SPORT
  - 2008-09 Local Government National Report
- LOCAL GOVERNMENT MANAGER
  - April/May 2012 Issue
- EXPERT PANEL ON CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT
  - Final Report

**11. OTHER BUSINESS**  
Nil.

**12. CLOSURE**

There being no further business the meeting closed at 4:30pm.

I hereby certify these Minutes as being confirmed in accordance with Section 5.22 of the Local Government Act 1995.

Presiding Member

Date

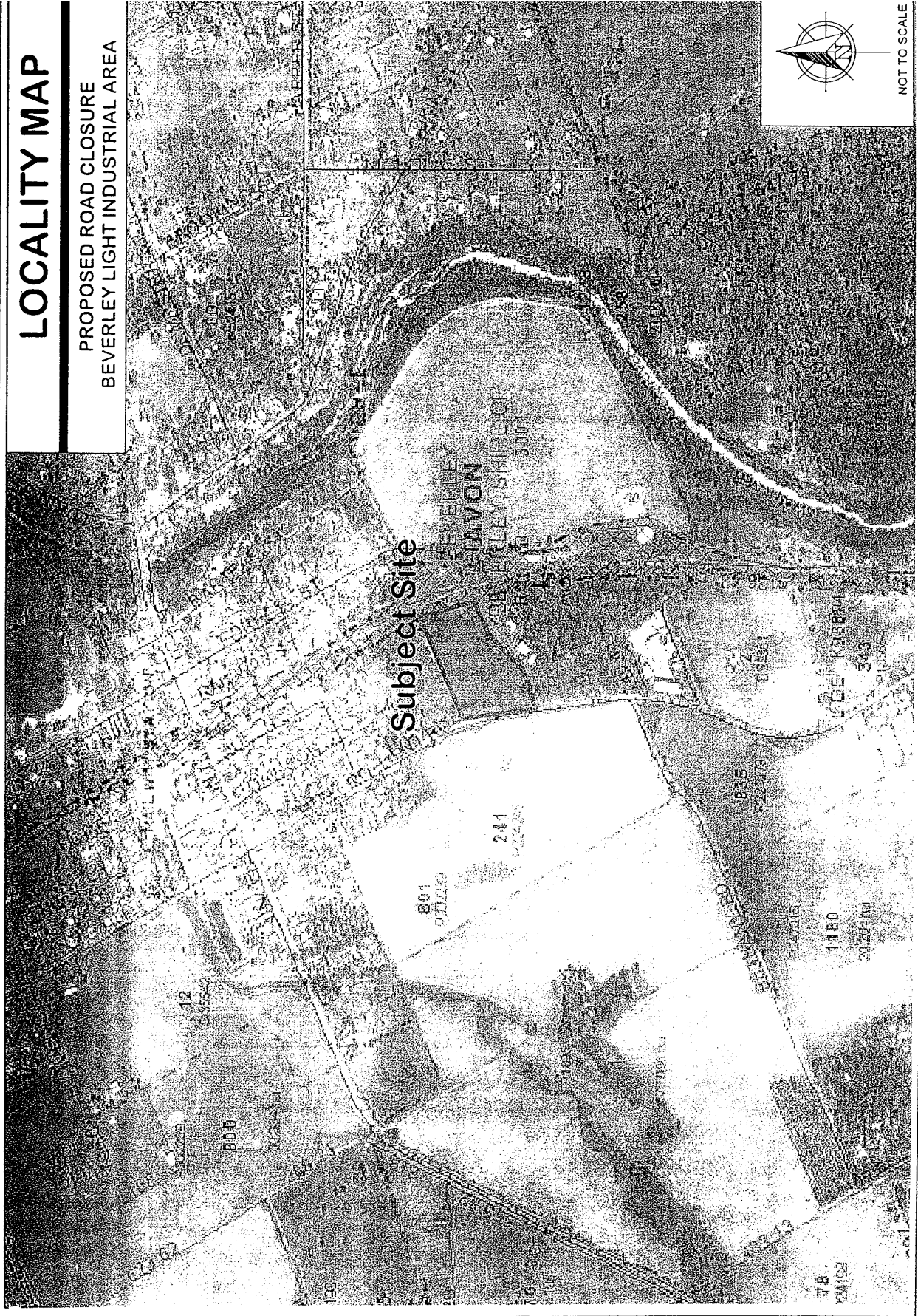
## APPENDIX LIST

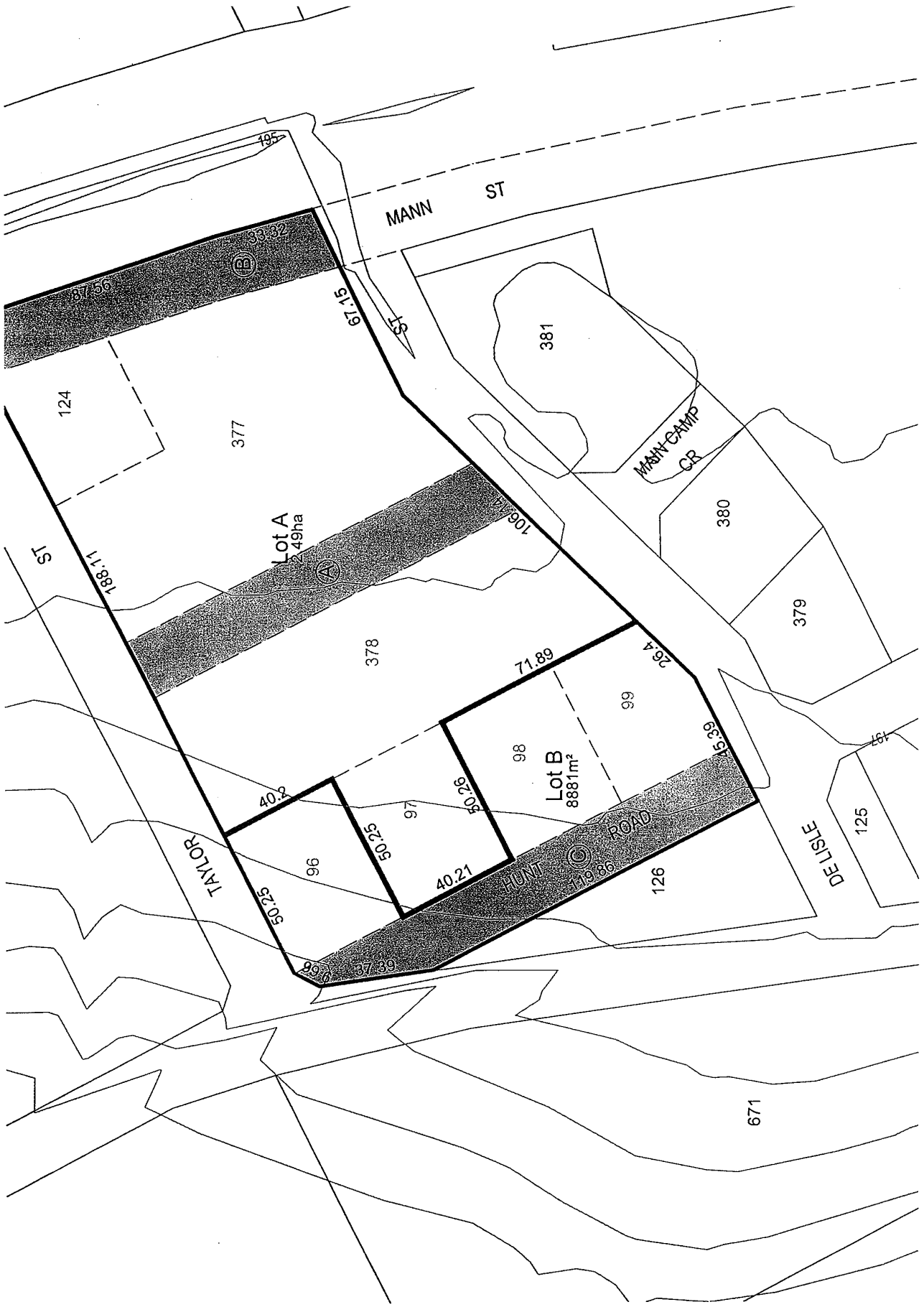
26 JUNE 2012

		Commencement Page of Appendix Item
Appendix 1	Item 8.1.1.1 – Proposed Road Closure - Portion of Hunt Rd, Blanchard & Mann St, Beverley	1
Appendix 2	Item 8.1.1.2 – Development Application - Glider Hangar - Lot 29705 Bremner Road/Lukin Street	3
Appendix 3	Item 8.1.1.3 – Subdivision Application - Lots 3-8 & Others Beverley Recreational Precinct	6
Appendix 4	Item 8.1.1.4 – Development Application - Natural Terrain Motorcycle Event - Lot 81 Vallentine Road, Beverley	7
Appendix 5	Item 8.1.1.5 – Development Application - Home Occupation, - Treatment Room for Shiatsu Therapy - 35 (Lot 23) Forrest Street, Beverley	12
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# LOCALITY MAP

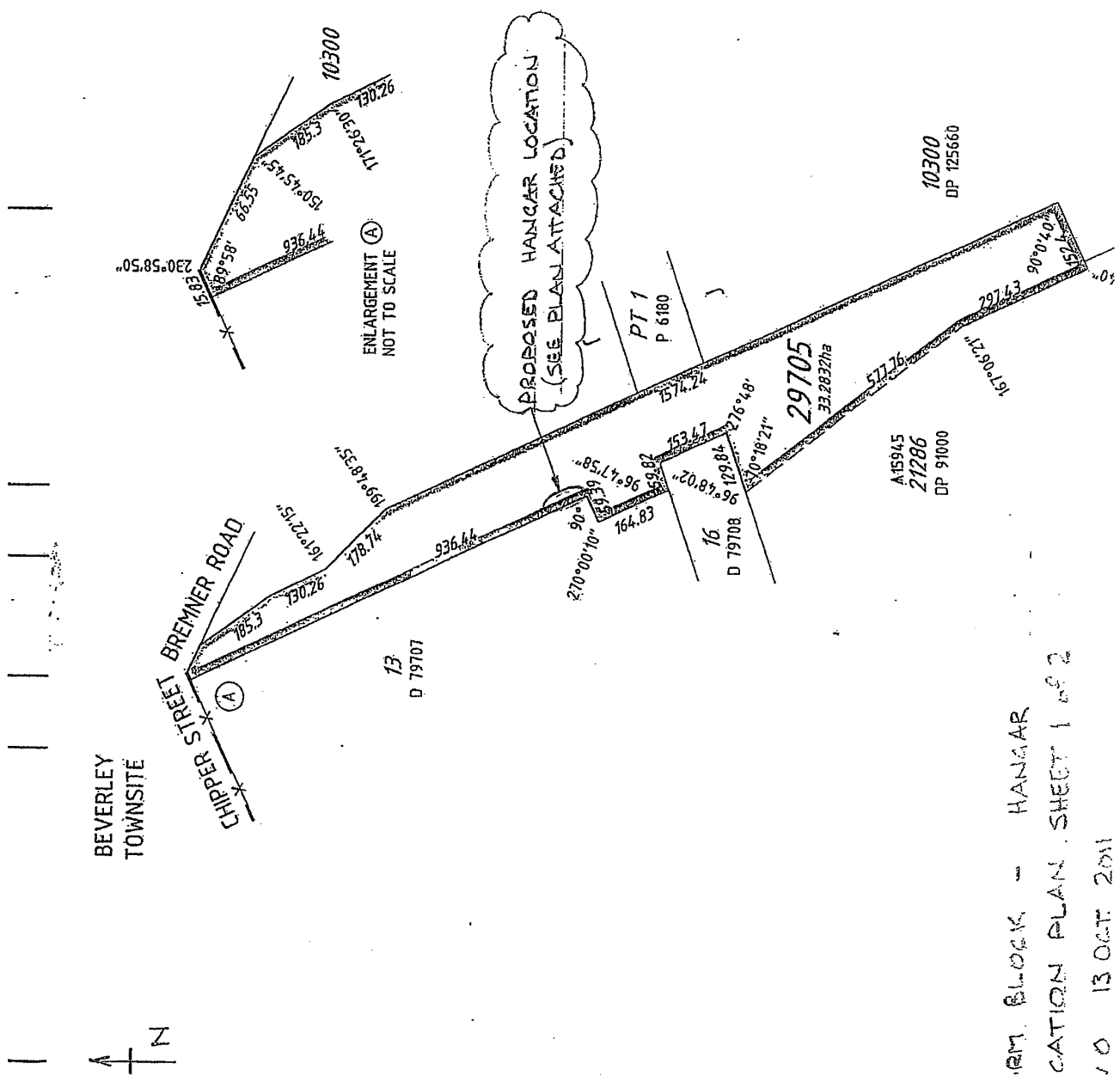
PROPOSED ROAD CLOSURE  
BEVERLEY LIGHT INDUSTRIAL AREA



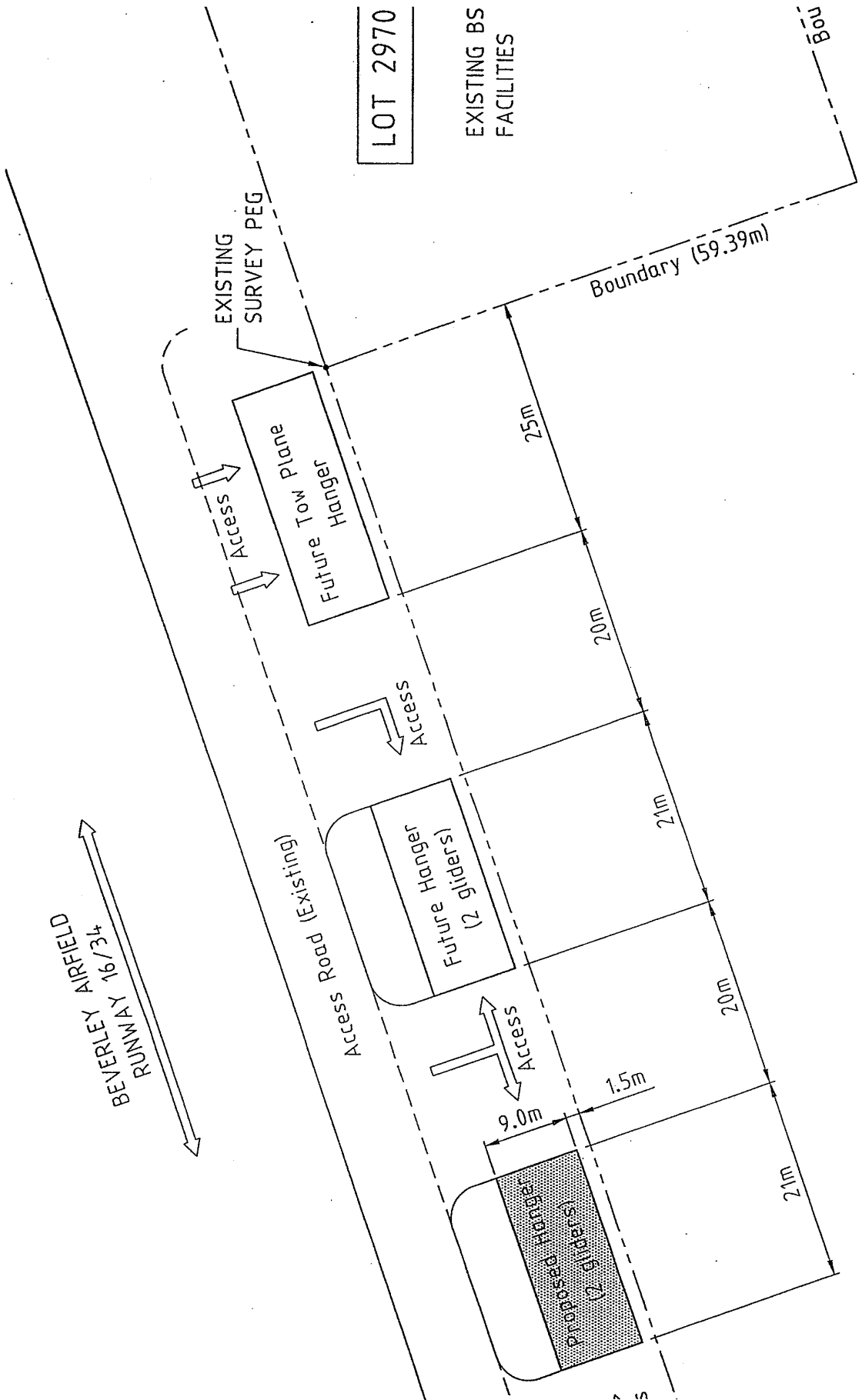


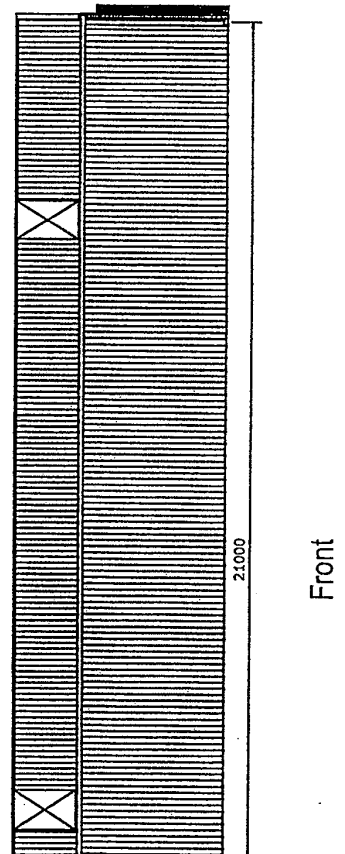
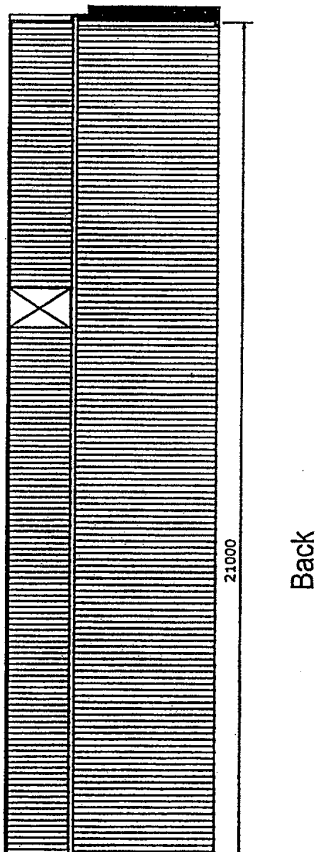
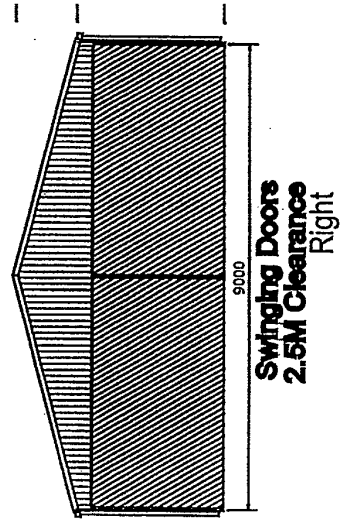
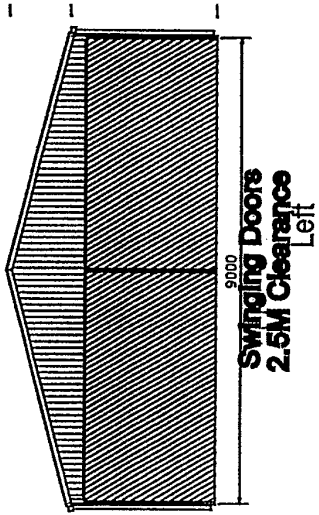


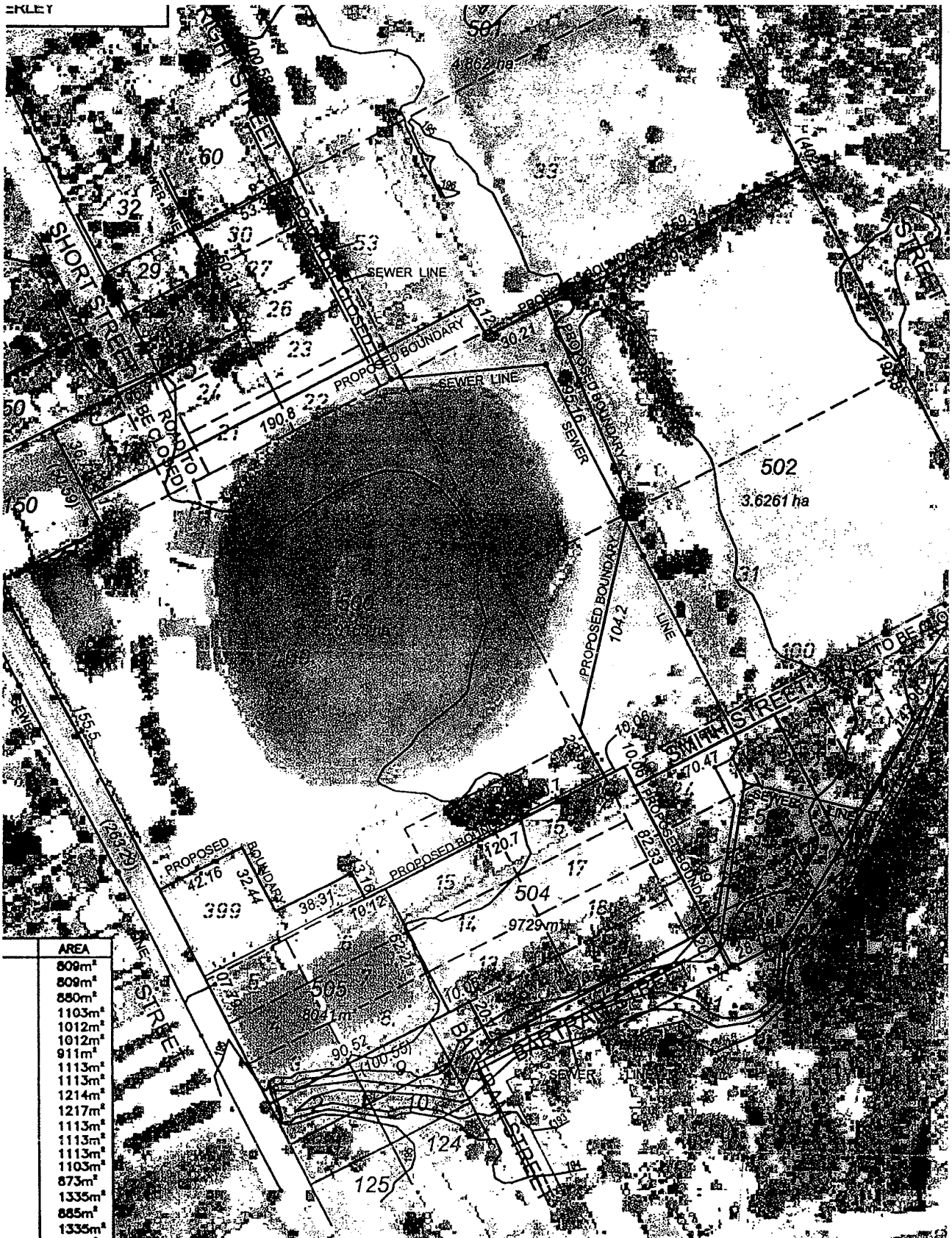
PLAN OF		LOT 29705	
DISTRICT	AVON	FILE	
TOWNSITE		LOCAL AUTHORITY	SHIRE OF BEVERLEY
LOCAL AUTHORITY	BEVERLEY	LOCALITY	BEVERLEY
FORMER TENURE			
LOC 28446 DP 212216 CLT 3004/602 (M)		LOC 28647 DP 189582 CLT 3004/602 (M)	
SCALE: ALL DISTANCES ARE IN METRES			
1:10000		E	
SUBJECT TO SURVEY			
LOGGED		TYPE OF VALIDATION	
DATE	26/9/03	FEELAWNT	✓
FILE NO		LEGAL OPPOSITION	
ASSESS NO.	18/A	CERTIFIED CORRECT	30/9/03
IN ORDER FOR DEALINGS			
SUBJECT TO		Redescription of A 32745	
FOR AUTHORIZED LAND OFFICER DATE			
D. J. W. G. M. J. S.		26/9/03	



RM. BLOCK - HANGAR  
 CATION PLAN SHEET 1 OF 2  
 10 13 OCT. 2011







AREA
809m <sup>2</sup>
809m <sup>2</sup>
880m <sup>2</sup>
1103m <sup>2</sup>
1012m <sup>2</sup>
1012m <sup>2</sup>
911m <sup>2</sup>
1113m <sup>2</sup>
1113m <sup>2</sup>
1214m <sup>2</sup>
1217m <sup>2</sup>
1113m <sup>2</sup>
1113m <sup>2</sup>
1113m <sup>2</sup>
1103m <sup>2</sup>
873m <sup>2</sup>
1335m <sup>2</sup>
885m <sup>2</sup>
1335m <sup>2</sup>
873m <sup>2</sup>
1449m <sup>2</sup>
880m <sup>2</sup>
1454m <sup>2</sup>
1201m <sup>2</sup>
873m <sup>2</sup>
873m <sup>2</sup>
1440m <sup>2</sup>

LOCAL AUTHORITY: SHIRE OF BEVERLEY  
 LOCALITY: BEVERLEY

--- DENOTES EXISTING

WARNINGS:

1. LOT NUMBERS, DIMENSIONS AND AREAS SUBJECT TO WAPC APPROVAL, SURVEY AND TITLES OFFICE
2. SEWER INFORMATION TAKEN FROM WATER CORPORATION AS CONSTRUCTED SHEETS.



**Junior Offroad Riding Events**

PO Box 313 Bull Creek WA 6149  
Ph: 0418 313 553

20<sup>th</sup> May 2012

Shire of Beverley  
BEVERLEY

Att: Shire Planner

Re: **Proposed Non Commercial Motorcycle Activity**  
**21<sup>st</sup> & 22<sup>nd</sup> July 2012**  
**Lot 81 Valentine Road**  
**West Dale**

**Property Owned by NA & AK Masson**

Dear Sir

We are once again we are planning a Natural Terrain Motorcycle event at the above property.

Please find attached the application for planning approval, including a map of the planned track and layout of parking areas.

There are no formal earthworks or building structures that take place.  
The track is marked out with wooden pegs and bunting tape the day before the race.

The track is inspected by a Motorcycling Australia official, to make sure it meets the Motorcycling Rules of Competition. Once approved, a permit to activate the insurance cover is issued.

If you require any further information, please do not hesitate to give me a call.

Thank you for your assistance.

If there is any further information you require please do not hesitate to give me a call.

Yours Sincerely



**Winton Lawton**  
**Event Co-Ordinator**  
**0418 313 553**

**Type of event:** Natural Terrain Motorcycle Event

**Date of event:** 21<sup>st</sup> & 22<sup>nd</sup> July 2012  
Juniors, Saturday, 9am-4pm  
Seniors, Sunday, 9am-4pm

**Area Required:** Small section of paddock approx 50 acres

**Access Required:** Friday 16<sup>th</sup> (6-10 people) to mark out track and set up area.  
Monday, Finish tidying up and Inspection by Landowner.

**Expected Numbers:** We would expect Approx' 100 riders plus parents and family on both days.

**Parking:** All parking would be within the property and would be controlled by voluntary marshalls.

**Camping:** For security purposes, a few people will camp over night on the Friday & Saturday to protect equipment.

**Toilets:** A minimum of 4 portable toilets would be provided.

**Animals:** No dogs or pets will be allowed.

**Alcohol:** Prohibited on site.

**Food Catering:** A mobile Coffee Van will be invited to attend. (he must provide a current Health Certificate)

**Event Guidelines:** The event will be run under permit from Motorcycling Australia and run in accordance with the Australian Rules of Competition.

**Event Promotion:** Local Community news has expressed an interest to run a feature story on local kids riding in the event.  
The event will be promoted through local businesses and motorcycle shops.

**Event Sponsorship:** Main Sponsors are Smarter than Smoking & KTM Australia.

**Public Liability Cover:** \$50,000,000  
AON Insurance & Motorcycling Australia

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### **ADDITIONAL INFORMATION**

- Natural Terrian Motocross is a track of approximately 2km long, marked out with bunting through a paddock, using the natural formations and contours of the land to create a winding and interesting course.
- Riders start behind a metal starting gate and are not able to enter the course until the gate is dropped.
- Riders are able to walk the track prior to racing commencing.
- Riders have a 3 lap sighting lap prior to racing commencing.
- Races are usually 3 laps in length, with places awarded to the 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> rider.
- Juniors (U16) are normally held on a Saturday with Seniors on Sunday.
- All races are held between the hours of 9am and 4pm.

#### **Competitors**

- All riders hold a Motorcycling Licence issued by Motorcycling Australia.
- Riders are divided into classes, depending upon their experience and bike capacity.
- Must wear approved safety equipment as detailed in the MA Manual of Motorsport.

#### **Safety Procedures**

- Qualified First Aid personnel in attendance with phone contact to Hospital.
- First Aid will have access to all areas of the track and attend to all injuries.
- If required an Ambulance will be called to transport injured rider to Hospital.
- If First Aid is not in attendance, racing will cease.
- All competitors are required to have Ambulance cover.
- Two way radios used by all main officials.
- Flag Marshalls at all main points around track.
- Sweep Riders to signal track all clear, prior to next race commencing.
- Public warning signs are erected in area.
- The control and Pit area is a Smoke and Alcohol Free area.
- Dust is controlled by watering the track between races.
- Fire Extinguishers are placed in the Pit and Starting area.
- Parking is controlled by Parking Attendant for safe exit access.

#### **Motorcycles**

- Must be inspected by a Licenced Machine Examiner and comply with MA regulations before being permitted to race.
- Must be presented in a clean state to minimise soil borne diseases from other areas.
- They must be fitted with an approved muffler or silencer.

#### **Evacuation Procedure**

- PA System used to advise people of requirements. Flag Marshalls would assume the role of Traffic control guiding people to the exit points. Police would be called to assist with main road traffic control.

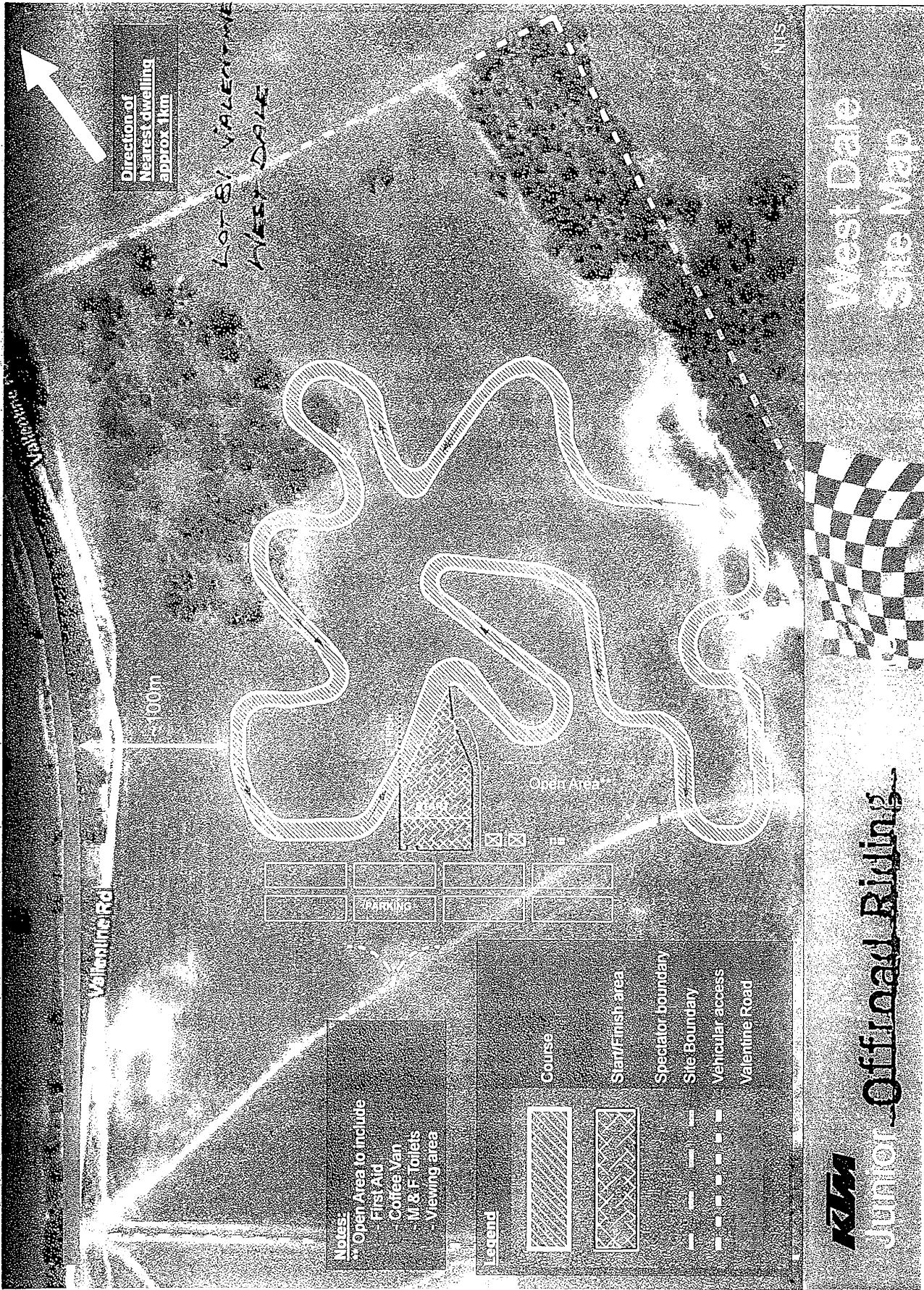
#### **Waste**

- All waste will be removed from the site.
- Recovery Equipment to be used in the event of a fuel or oil spill.
- Portable toilets to be collected and cleaned off site.
- Rubbish Bags and Bins will be collected.
- Grounds will be manually checked (walked) for any remaining rubbish at end of event.

#### **Environmental Code**

- The Trail and Enduro MCC is proud to support the FIM Environmental Code and the principal of sustainable motorsport.

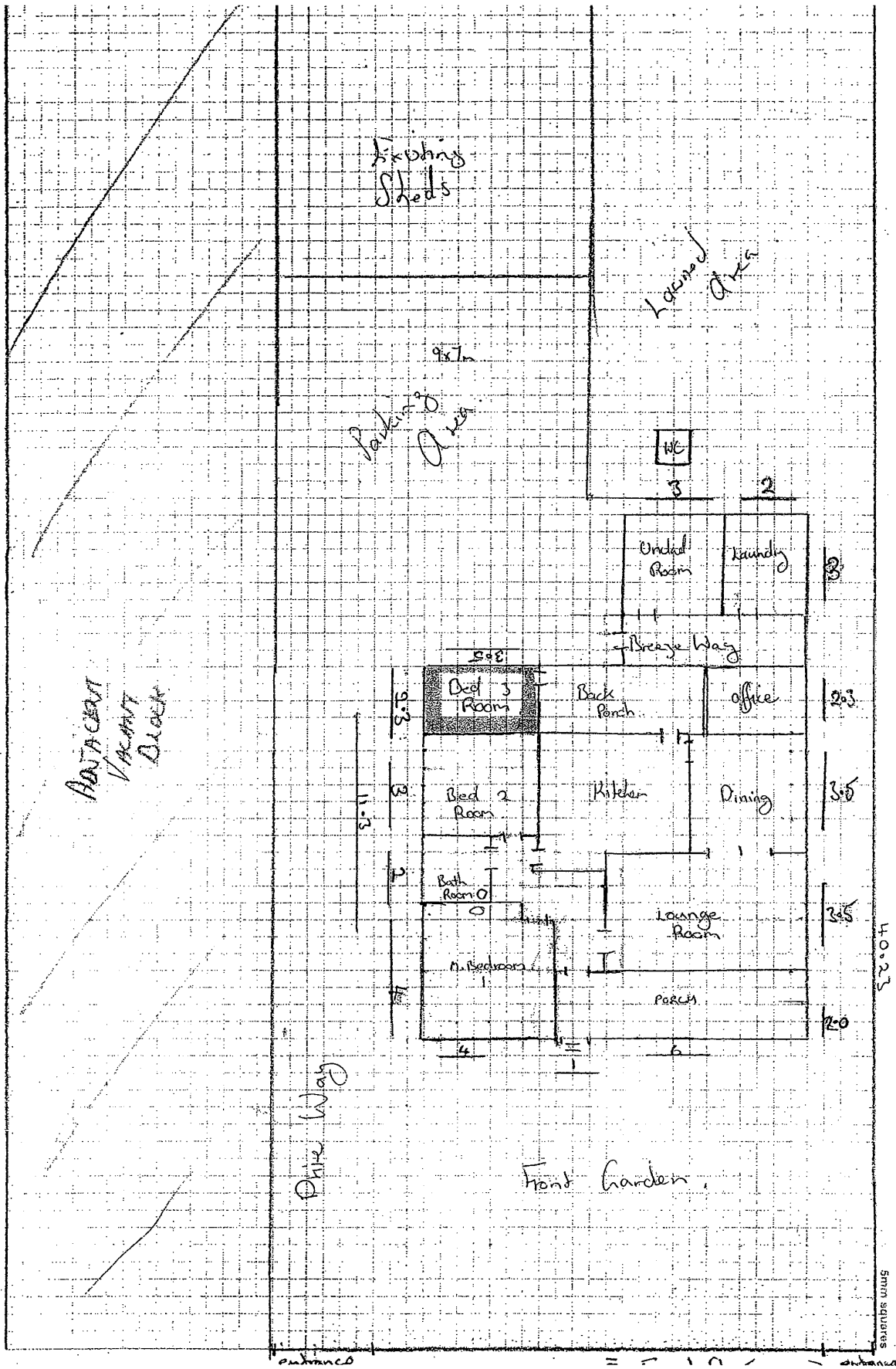




# LOCALITY MAP

PROPOSED HOME OCCUPATION  
35 (LOT 23) FORREST STREET, SHIRE OF BEVERLEY





Plot 23 on P128 295 / 35 FOREST ST BEVERLEY.

### what is shiatsu?

A shiatsu treatment can make you feel deeply relaxed and energised, and it can relieve tension, fatigue and stiffness. However, shiatsu is more than just a relaxing massage — it is a powerful therapeutic treatment that works on a very subtle and deep level.

By the simple application of pressure, shiatsu changes the movement of blood and energy through the body to strengthen the immune system and trigger self-healing.

Shiatsu practitioners regard diseases and symptoms as imbalances in the body. They will use a range of techniques to apply pressure and gently stretch the energy lines (known as meridians) to restore balance. Well-trained therapists can diagnose and treat an imbalance before it develops into an illness.

This natural healing therapy has its origins in Oriental medical theory and techniques that date back for centuries. In recent years it has become increasingly popular in the West and now encompasses a wide range of treatment styles and techniques.

### how does it work?

Shiatsu taps into one of the oldest forms of medicine — healing through touch.

Using pressure and stretching the shiatsu practitioner will work on releasing tense, stagnant areas and building up weak, empty areas of the body.

By keeping the circulation moving, by making sure blood vessels are able to effectively deliver the necessary nutrients and drain waste products through the entire system, shiatsu maintains the body, strengthens the immune system and enables self-healing to occur.

### what happens during a treatment?

Before the treatment the practitioner will ask about your medical history, general health and specific complaints. Diagnosis may be made by feeling your pulse, points on your back, palpation of your hara (abdomen) or by observing your face, tongue or posture.

The treatment is usually conducted on a cotton futon on the floor or on a massage table. Bolsters and cushions are used for extra support and comfort. No body oils are used and you remain fully clothed.

You should wear loose, comfortable clothing that will be flexible to movement and stretches. The practitioner may use a cloth to cover exposed skin.

Shiatsu practitioners treat the whole body as well as specific problem areas. While giving a treatment, the practitioner is constantly "listening" to your body and then acting upon this information to meet your needs.

A treatment can take between 30 minutes to 1½ hours depending on the condition being treated. Cost will vary according to the length of the treatment and the experience of the practitioner.

Usually there are no negative side effects after a treatment, although some people may experience a rush of released emotions. People generally feel more balanced, relaxed and enjoy a sense of calmness.

### how do I say it?

Shiatsu is a Japanese word that literally means finger pressure.

It is pronounced she-at-soo.

### what conditions can be helped with shiatsu?

Shiatsu is excellent for general health maintenance as a preventative therapy.

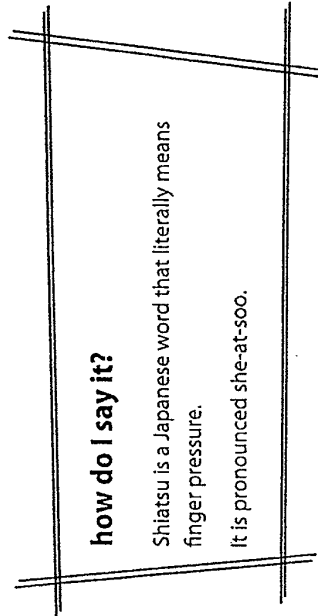
Conditions that can respond well to shiatsu treatment include:

- allergies
- arthritis
- asthma
- back, neck and shoulder pain
- constipation
- depression
- digestive problems
- fatigue
- headaches and migraine
- insomnia
- menstrual issues
- RSI
- sciatica
- sports injuries
- stress

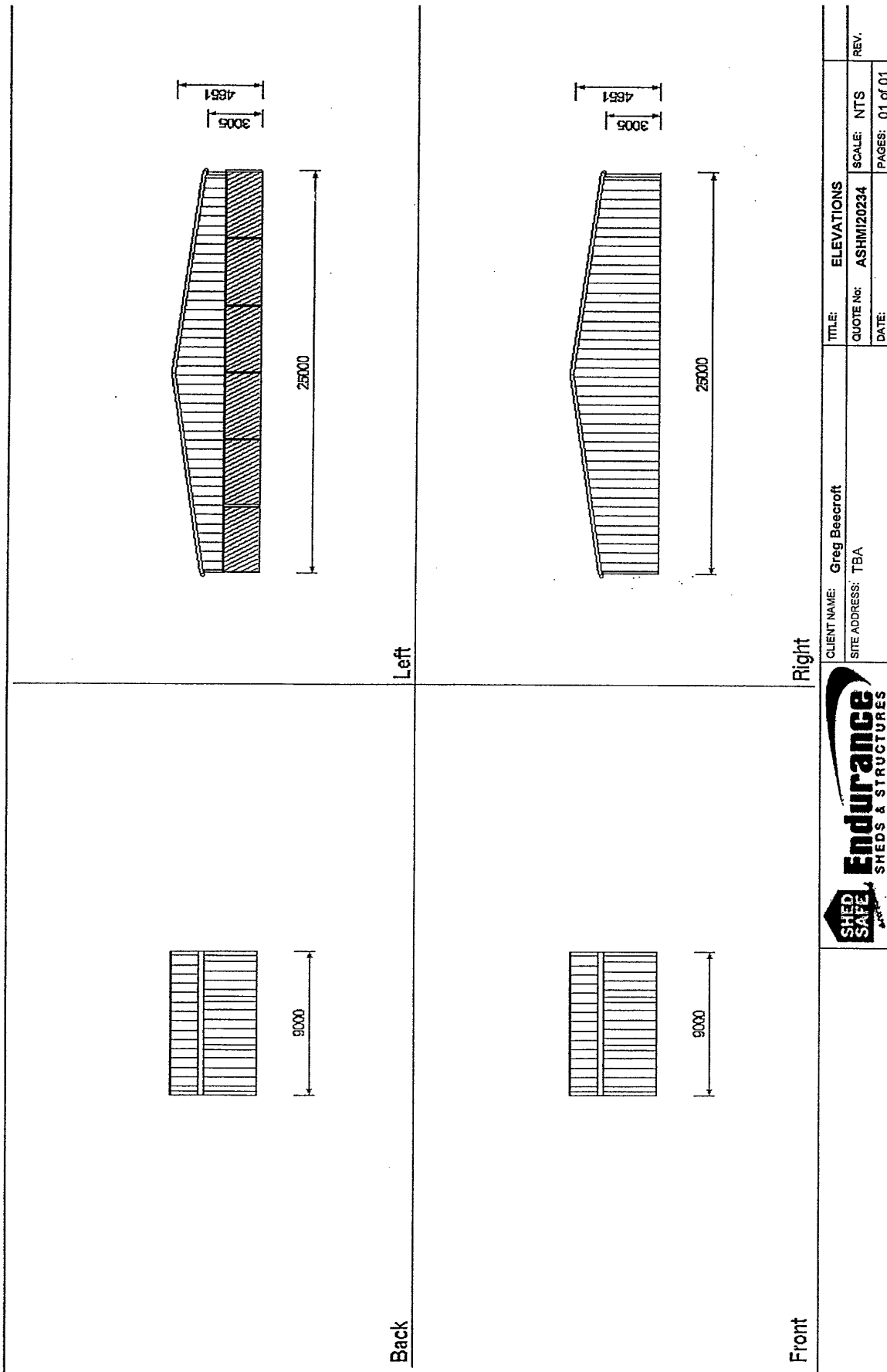
### health fund rebates


Rebates are available through some health funds.

Check with your practitioner.

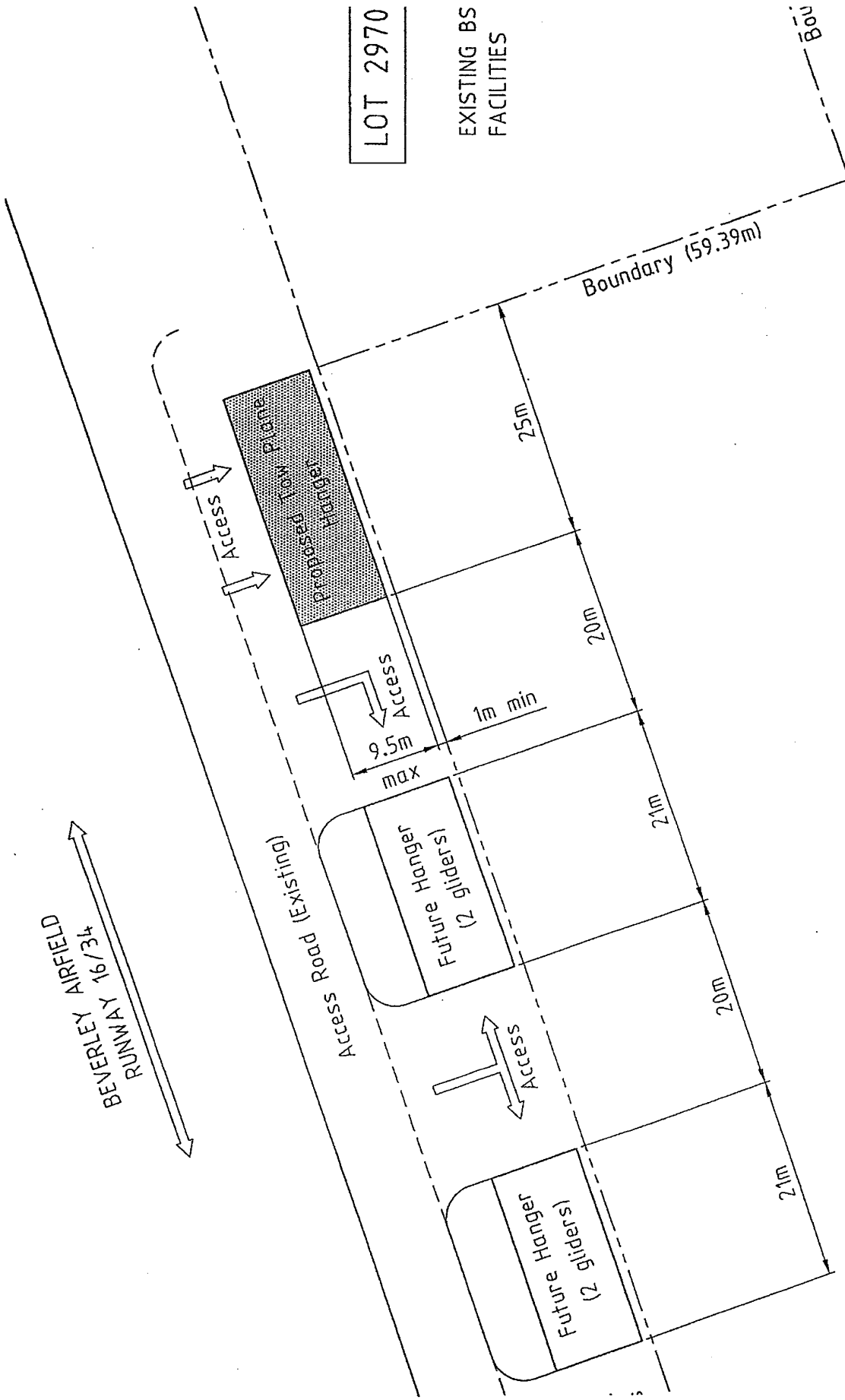






	CLIENT NAME: Greg Beecroft	TITLE: ELEVATIONS	SCALE: NTS	REV.
	SITE ADDRESS: TBA	QUOTE No: ASHM120234	DATE:	PAGES: 01 of 01

Produced by Endurance TruQuotes v1.0



SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt		01/05/2012	ACCOUNTANTS SUPER	SUPER CONTRIB: FE 25 APR 12	-31.38	
EFT Pymt		01/05/2012	AG IMPLEMENTS NORTHAM/MERREDIN	BE030 (BHO2): PARTS	-211.12	
EFT Pymt		01/05/2012	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 25 APR 12	-189.00	
EFT Pymt		01/05/2012	ALFORD Anthony	ASS 1296 - REFUND	-303.54	
EFT Pymt		01/05/2012	AVON WASTE	1244 BIN COLLECTS FE 20 APR 12 @ \$1.66 per BIN, GST INC & RECYCLING BI	-2,202.66	
EFT Pymt		01/05/2012	BEV CRC (TELECENTRE)	COLOUR PHOTOCOPIING	-160.60	
EFT Pymt		01/05/2012	BEV NEWS - Barry & Pauline	APR 2012 ACCOUNT	-98.70	
EFT Pymt		01/05/2012	BLACKTOP CONSULTING ENGINEERS	REC GRD DEVELOP: GEOTECHNICAL INVESTIGATION	-6,556.00	
EFT Pymt		01/05/2012	BLECHY'S TYRE & BATTERY	MARCH 12 - TYRE MAINTENANCE	-4,633.00	
EFT Pymt		01/05/2012	BUNNINGS BUILDING SUPPLIES P/L	HARDWARE SUPPLIES	-621.85	
EFT Pymt		01/05/2012	CHAMBERLAIN R & E	ASS 1269 - REFUND	-191.17	
EFT Pymt		01/05/2012	COLIN D GRANT CARPET CLEANING	CARPET CLEANING: (RG01 & RV01:10)	-260.00	
EFT Pymt		01/05/2012	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 25 APR 12	-270.03	
EFT Pymt		01/05/2012	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 25 APR 12	-106.39	
EFT Pymt		01/05/2012	COUNTRY COPIERS NORTHAM	COMPUTER HARDWARE: PRINTER (ACCOUNTS)	-456.50	
EFT Pymt		01/05/2012	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 21 FEB - 24 APR 12	-258.66	
EFT Pymt		01/05/2012	COVS PARTS	PARTS: BE028 (TRK11) & BE036 (LDR04)	-419.32	
EFT Pymt		01/05/2012	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 25 APR 12	-106.56	
EFT Pymt		01/05/2012	DCA - DOMINIC CARBONE & ASSOC	FEB 12 FINANCIALS & BUDGET REVIEW	-2,128.50	
EFT Pymt		01/05/2012	DOMINION SUPERANNUATION MASTER TRU	SUPER CONTRIB: FE 25 APR 12	-106.39	
EFT Pymt		01/05/2012	DORMA BWN AUTOMATICS PTY LTD	ADMIN BUILDING: AUTO DOOR REPAIR	-613.63	
EFT Pymt		01/05/2012	DRIVE STRAIGHT	BE013 (TRK07): ALIGNMENT	-508.20	

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CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	01/05/2012	FERGUSON Alec	REIMBURSEMENT: SAFETY BOOTS		-142.00	
EFT Pymt	01/05/2012	HITACHI CONSTRUCTION MACHINERY (AUST BE036 (LDR04): PARTS			-858.91	
EFT Pymt	01/05/2012	ING - LEONHARDT Scott	SUPER CONTRIB: FE 25 APR 12		-154.69	
EFT Pymt	01/05/2012	LnC HYDRAULICS	REC GRD: PROPOSED SEWER EXTENSION		-4,125.00	
EFT Pymt	01/05/2012	LEONHARDT Karina	MAY 12 BLARNEY ISSUE		-750.00	
EFT Pymt	01/05/2012	LGRCEU	2012-04 APR UNION FEES		-69.60	
EFT Pymt	01/05/2012	MCLEODS BARRISTERS & SOLICITORS	INDEPENDENT LIVING UNITS - ADVICE & AGREEMENT		-365.81	
EFT Pymt	01/05/2012	PACIFIC BRANDS	UNIFORMS: SALKILLD LOIS		-314.49	
EFT Pymt	01/05/2012	PCS - PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT		-542.50	
EFT Pymt	01/05/2012	RIDGWAY Dee	TRAVEL CLAIM & REIMBURSEMENT 2011-2012 YEAR		-766.40	
EFT Pymt	01/05/2012	RnR CONTRACTING PTY LTD	SEALING WORK: VARIOUS ROADS		-127,775.88	
EFT Pymt	01/05/2012	SNAP OSBORNE PARK	CESM: BUSINESS CARDS		-142.00	
EFT Pymt	01/05/2012	TELSTRA - JONES LANG LASALLE	RATES REFUNDS: ASSESSMENTS 50008, 1216, 1170, 1105		-1,482.34	
EFT Pymt	01/05/2012	WALGSP - SUPER	SUPER CONTRIB: FE 25 APR 12		-5,799.07	
EFT Pymt	01/05/2012	WESTERN STABILISERS	MORBINING RD: CEMENT STABILISATION & MOBILISATION		-52,470.00	
EFT Pymt	01/05/2012	WESTRAC	PARTS: BE021 (LDR05) & BE036 (LDR04)		-879.65	
EFT Pymt	01/05/2012	WILSON Dorothy	2012-05 MAY BLARNEY ISSUES		-250.00	-216,978.44
EFT Pymt	08/05/2012	ALL COLOUR COPY MIDLAND	PRINTING of 15 PURCHASE ORDER BOOKS		-187.50	
Liability Chq	10/05/2012	ACCOUNTANTS SUPER	SUPER CONTRIB: FE 09 MAY 12		0.00	0.00
Liability Chq	10/05/2012	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 09 MAY 12		0.00	0.00
Liability Chq	10/05/2012	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 09 MAY 12		0.00	0.00
Liability Chq	10/05/2012	COLONIAL FIRST STATE-MOULTON Claire	SUPER CONTRIB: FE 09 MAY 12		0.00	0.00
Liability Chq	10/05/2012	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 09 MAY 12		0.00	0.00

SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Liability Chq		10/05/2012	DOMINION SUPERANNUATION MASTER TRU	SUPER CONTRIB: FE 09 MAY 12	0.00	0.00
Liability Chq		10/05/2012	ING - LEONHARDT Scott	SUPER CONTRIB: FE 09 MAY 12	0.00	0.00
Liability Chq		10/05/2012	SHIRE OF BEVERLEY	2012-05 MAY SAL DEDUCTIONS (09 MAY): RATES	0.00	0.00
Liability Chq		10/05/2012	WALGSP - SUPER	SUPER CONTRIB: FE 09 MAY 12	0.00	0.00
EFT Pymt		11/05/2012	ACCOUNTANTS SUPER	SUPER CONTRIB: FE 09 MAY 12	-78.45	-78.45
EFT Pymt		11/05/2012	ADC PROJECTS	NEW SPORTING COMPLEX: CONTRACT DOCUMENTATION	-7,045.50	-7,045.50
EFT Pymt		11/05/2012	AFFORDABLE GARAGE DOORS	GARDENERS SHED: ROLL-A-DOOR	-3,490.00	-3,490.00
EFT Pymt		11/05/2012	AGEST - AUST CVT EMP SUPER TRUST	SUPER CONTRIB: FE 09 MAY 12	-189.00	-189.00
EFT Pymt		11/05/2012	AIT'S	FUEL TAX CREDIT: APR 12	-150.37	-150.37
EFT Pymt		11/05/2012	AUST POST	APR 2012 POSTAGE	-206.12	-206.12
EFT Pymt		11/05/2012	AVON TRADING	APR 2012 HARDWARE SUPPLIES	-893.67	-893.67
EFT Pymt		11/05/2012	AVON WASTE	1244 BIN COLLECTS FE 04 MAY 12 - @ \$1.66 per BIN, GST INC & RECYCLING B	-2,202.66	-2,202.66
EFT Pymt		11/05/2012	BDH - BEV DOME HIRE	3,972 L DIESEL	-5,801.90	-5,801.90
EFT Pymt		11/05/2012	BEV COUNTRY KITCHEN	YOUTH ACTION & AVON TOURISM MEETS	-255.00	-255.00
EFT Pymt		11/05/2012	BEV FARM SERVICES	UNIFORMS: OUTSIDE STAFF	-5,312.75	-5,312.75
EFT Pymt		11/05/2012	BEV IGA	APR 2012 PURCHASES	-390.50	-390.50
EFT Pymt		11/05/2012	BEV STEEL FABRICATION	BEO28 (TRK11): MATERIAL	-14.51	-14.51
EFT Pymt		11/05/2012	BLECHY'S TYRE & BATTERY	APR 12 - TYRE MAINTENANCE	-2,823.50	-2,823.50
EFT Pymt		11/05/2012	BOC LIMITED	APR 2012: CYLINDER RENTAL	-63.28	-63.28
EFT Pymt		11/05/2012	BUDGET WINDSCREENS	WINDSCREEN REPLACEMENTS X 6 VEHICLES	-1,633.50	-1,633.50
EFT Pymt		11/05/2012	BUNNINGS BUILDING SUPPLIES P/L	HARDWARE SUPPLIES	-139.57	-139.57
EFT Pymt		11/05/2012	CAS - CONTRACT AQUATIC SERVICES	CHEMICALS, EARLY MORN SWIMMING, EXTRA SWIMMING DAYS	-8,646.00	-8,646.00
EFT Pymt		11/05/2012	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 09 MAY 12	-270.03	-270.03

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SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt		11/05/2012	COLONIAL FIRST STATE-MOULTON CLARE	SUPER CONTRIB: FE 09 MAY 12	-75.99	
EFT Pymt		11/05/2012	CORNFORTH, C B	STRUCTURAL SITE INSPECTION: OLD SCHOOL & RLWY STN	-660.00	
EFT Pymt		11/05/2012	COUNTRY COPIERS NORTHAM	DR SURGERY: TONER for COPIER	-154.34	
EFT Pymt		11/05/2012	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 20 APR - 03 MAY 12	-295.57	
EFT Pymt		11/05/2012	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 09 MAY 12	-106.56	
EFT Pymt		11/05/2012	DIGCAWEST	BE030 (BH02) & SUNDRY PLANT (SPLO3): MAINTENANCE	-302.94	
EFT Pymt		11/05/2012	DOMINION SUPERANNUATION MASTER TRU	SUPER CONTRIB: FE 09 MAY 12	-91.19	
EFT Pymt		11/05/2012	FILTERS PLUS	BE004(LDR02) & BE013 (TRK07): AIR FILTERS	-302.94	
EFT Pymt		11/05/2012	GSA ENGINEERING	NEW SPORTS COMPLEX: SCHEMATIC DESIGN & CONTRACT DOCUMENTATI	-3,960.00	
EFT Pymt		11/05/2012	HAINES NORTON	MAR 12 BAS - PREP & RECONCILIATION	-440.00	
EFT Pymt		11/05/2012	ING - LEONHARDT Scott	SUPER CONTRIB: FE 09 MAY 12	-156.29	
EFT Pymt		11/05/2012	JASOL AUSTRALIA	VARIOUS: CLEANING PRODUCTS	-1,024.97	
EFT Pymt		11/05/2012	LANDGATE (VGO)	VALUATION FEES: 14 JAN - 23 MAR 12	-143.20	
EFT Pymt		11/05/2012	Lnc HYDRAULICS	REC GROUNDS: CLAIM 1 - HYDRAULICS DESIGN & DOCUMENTATION	-4,675.00	
EFT Pymt		11/05/2012	MAJOR MOTORS PTY LTD	BE028 (TRK11): FRONT GLASS & FILTERS	-654.25	
EFT Pymt		11/05/2012	MSA CONSTRUCTION	2012-04 APR RELIEF "BUILDING INSPECTOR"	-3,861.00	
EFT Pymt		11/05/2012	ORICA/SPECTRUM	2012-04 APR CHLORINE CYLINDER RENTAL (ORICA)	-75.24	
EFT Pymt		11/05/2012	RECKON (QUICKEN)	2012/13 QB ENTERPRISE ANNUAL LICENSE	-3,249.00	
EFT Pymt		11/05/2012	SHIRE OF BROOKTON	2012-04 APR TOWN PLANNING SCHEME	-5,589.13	
EFT Pymt		11/05/2012	SHIRE OF YORK	HEALTH & BUILDING SERVICES: FEB TO APR 2012	-889.51	
EFT Pymt		11/05/2012	STRATCO	SWIM POOL: CORRUGATED IRON SHEETING	-498.84	
EFT Pymt		11/05/2012	TOTAL EDEN	ILU: RETICULATION	-1,013.79	
EFT Pymt		11/05/2012	TUDOR HOUSE	BANNERS for ST GEORGES TERRACE	-112.20	

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SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

		PAYEE		DETAILS		AMT PAID	TOTALS
TYPE	NUM	DATE					
EFT Pymt		11/05/2012	TURF DEVELOPMENTS WA PTY LTD	REC GRD: OVAL MAINTENANCE		-5,841.00	
EFT Pymt		11/05/2012	WALGSP - SUPER	SUPER CONTRIB: FE 09 MAY 12		-6,181.84	-79,961.10
EFT Pymt		16/05/2012	BOULTON Kim	RECORD MANAGEMENT ASSISTANCE		-2,035.00	
EFT Pymt		16/05/2012	L R SIMS & CO	ILU - PROGRESS PAYMENT CERTIFICATE 9		-72,585.55	-74,620.55
Direct Debit		17/05/2012	3 MESSAGING	3 MESSAGING: 2012-04 APR: 2,319 TXT MSGS		-537.68	
Liability Chq		24/05/2012	ACCOUNTANTS SUPER	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	ATO - AUSTRALIAN TAX OFFICE	2012-05 MAY PAYG TAX		0.00	0.00
Liability Chq		24/05/2012	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	DOMINION SUPERANNUATION MASTER TRU	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	ING - LEONHARDT Scott	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
Liability Chq		24/05/2012	LGRCEU	2012-05 MAY UNION FEES		0.00	0.00
Liability Chq		24/05/2012	SHIRE OF BEVERLEY	2012-05 MAY SAL DEDUCTIONS (23 MAY): RATES		0.00	0.00
Liability Chq		24/05/2012	WALGSP - SUPER	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
EFT Pymt		24/05/2012	ACCOUNTANTS SUPER	SUPER CONTRIB: FE 23 MAY 12		0.00	0.00
EFT Pymt		24/05/2012	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 23 MAY 12		-78.45	
EFT Pymt		24/05/2012	ALL COLOUR COPY MIDLAND	PRINTING of 15 PURCHASE ORDER BOOKS		-189.00	
EFT Pymt		24/05/2012	BDH - BEV DOME HIRE	3,983 L DIESEL		-187.50	
EFT Pymt		24/05/2012	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 23 MAY 12		-5,715.60	
EFT Pymt		24/05/2012	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 23 MAY 12		-270.03	
EFT Pymt		24/05/2012	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 23 MAY 12		-75.99	
EFT Pymt		24/05/2012	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 23 MAY 12		-106.58	

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SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt		24/05/2012	DOMINION SUPERANNUATION MASTER TRU	DOMINION SUPERANNUATION MASTER TRU SUPER CONTRIB: FE 23 MAY 12	-77.99	
EFT Pymt		24/05/2012	ING - LEONHARDT Scott	SUPER CONTRIB: FE 23 MAY 12	-160.99	
EFT Pymt		24/05/2012	KAY Lyn	YOUTH: ART COURSE	-259.14	
EFT Pymt		24/05/2012	LGRCEU	2012-05 MAY UNION FEES	-69.60	
EFT Pymt		24/05/2012	NR-NETREGISTRY	RENEW: DOMAIN NAME beverley.wa.gov.au to 17 MAY 2014	-55.00	
EFT Pymt		24/05/2012	WALGSP - SUPER	SUPER CONTRIB: FE 23 MAY 12	-5,963.89	-13,209.76
EFT Pymt		31/05/2012	AVON WASTE	1244 BIN COLLECTS FE 18 MAY 12 - @ \$1.66 per BIN, GST INC & RECYCLING B	-2,202.66	
EFT Pymt		31/05/2012	BEV COUNTRY KITCHEN	COUNCIL MEET: 22 MAY 2012 & COMMITTEE MEETS 15 MAY 12	-312.00	
EFT Pymt		31/05/2012	BEV ELECT SERVICES (SMITH K)	AMENITIES BLG: W/PROOF POINT GAS HWS & LIGHTS to BBQ AREA	-712.25	
EFT Pymt		31/05/2012	BEV NEWS - Barry & Pauline	MAY 2012 ACCOUNT	-238.85	
EFT Pymt		31/05/2012	BCC CEMENT	CEMENT: VARIOUS ROADS	-1,968.38	
EFT Pymt		31/05/2012	BOC LIMITED	ARGOSHIELD UNIVERSAL G	-91.98	
EFT Pymt		31/05/2012	CDA - ANGELFISH HOLDING PIL	DOCTORS SURGERY: NEW AIRCON TO PATHOLOGY	-2,167.00	
EFT Pymt		31/05/2012	CORNFORTH, C B	REC GRD: FACILITIES BUILDING DESIGN	-13,200.00	
EFT Pymt		31/05/2012	COUNTRY COPIERS NORTHAM	READING: 02 APR - 07 MAY 12	-685.04	
EFT Pymt		31/05/2012	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 03 - 24 MAY 12	-136.86	
EFT Pymt		31/05/2012	DIGGAWEST	SPL03: GUIDE POST DRILL MAINTENANCE	-638.00	
EFT Pymt		31/05/2012	DOWNER EDI WORKS	RRG GRANT: WESTDALE RD - EMULSION	-1,046.32	
EFT Pymt		31/05/2012	DPT ENVIRON & CONSERVATION	REFUSE SITE LICENCE: 2012 8536/2011/1	-706.18	
EFT Pymt		31/05/2012	EURO DIESEL SERVICES PTY LTD	SUNDRY PLANT (SPL03): PARTS	-142.22	
EFT Pymt		31/05/2012	FESA - FIRE & EMERGENCY SERVICES AUTH	11/12 - OPT B 4th QTR	-7,491.86	
EFT Pymt		31/05/2012	HEMPFIELD SMALL ENGINE	SUNDRY PLANT & MOWERS: PARTS	-305.30	
EFT Pymt		31/05/2012	HERSEY JR & A PTY LTD	VARIOUS SUPPLIES	-767.11	

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SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt		31/05/2012	L R SIMS & CO	ILU - PROGRESS PAYMENT CERTIFICATE 10	-37,984.79	
EFT Pymt		31/05/2012	LANDGATE (VGO)	VALUATION FEES: RURAL UV GENERAL REALUATION 2011/2012	-10,654.25	
EFT Pymt		31/05/2012	LEONHARDT Karina	JUNE 12 BLARNEY ISSUE	-750.00	
EFT Pymt		31/05/2012	MALCOLM THOMPSON PUMPS	OVAL PUMP: PARTS	-497.75	
EFT Pymt		31/05/2012	MCLEODS BARRISTERS & SOLICITORS	INDEPENDANT LIVING UNITS: ADVICE & AGREEMENT	-1,506.68	
EFT Pymt		31/05/2012	MIDALIA STEEL - ONE STEEL	MAINTENANCE: SWIMMING POOL & C/PARK	-228.13	
EFT Pymt		31/05/2012	MJB INDUSTRIES	YENYENNING LAKES RD: HEADWALL & SLABS	-6,682.17	
EFT Pymt		31/05/2012	OCLC (UK) LTD	2012/13 AMLIB SOFTWARE SUPPORT & MAINTENANCE	-1,208.24	
EFT Pymt		31/05/2012	OLEARY'S	BE028 (TRK11): INSTALL SIDE TIPPER	-9,790.01	
EFT Pymt		31/05/2012	PACIFIC BRANDS	UNIFORMS: GOLLAN Stephen	-350.62	
EFT Pymt		31/05/2012	PCS - PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT	-387.50	
EFT Pymt		31/05/2012	ROCLA PIPELINE PRODUCTS	REC GRD REDEVELOP: DRAINAGE	-25,988.60	
EFT Pymt		31/05/2012	SHIRE OF GOOMALLING	W/BELT CONFERENCE 2012: PRESIDENT & CEO	-440.00	
EFT Pymt		31/05/2012	SHIRE OF YORK	YOUTH OFFICER SERVICES: 11 JAN - 2 MAY 2012	-8,910.00	
EFT Pymt		31/05/2012	SPECIALISED TREE SERVICE	STREET TREES: LOPPING & MULCHING	-16,295.00	
EFT Pymt		31/05/2012	STRATCO	FORREST ST MED PRACTICE: GUTTER MAINTENANCE	-936.91	
EFT Pymt		31/05/2012	SZCZECINSKI Vin	ASS 51462 - REFUND	-458.97	
EFT Pymt		31/05/2012	TURBOTECH	BE021 (LDR05): PARTS	-744.49	
EFT Pymt		31/05/2012	TWINKARRI	MUNI ROADS: EDISON MILL RD & PIKE RD: TREE LOPPING & MULCHING	-14,129.50	
EFT Pymt		31/05/2012	WA TREASURY CORPORATION	LOANS 112, 115, 116, 117 - JUN 2012 PAYMENTS	-26,431.11	
EFT Pymt		31/05/2012	WALGA - WA LOCAL GOVERNMENT ASSOCIA	ADVERTISING: VARIOUS ROAD CLOSURES & STAFF TRAINING: L SALKILLD	-816.77	
EFT Pymt		31/05/2012	WILSON Dorothy	2012-06 JUNE BLARNEY ISSUES	-250.00	
EFT Pymt		31/05/2012	WOODANILLING BULLDOZING CONTRACTOR	DALE-KOKEBY RD: STOCKPILE GRAVEL	-6,534.00	-204,787.50

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SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit		31/05/2012	ANZ- ONLINE BANKING/BANK FEES	APR 2012 FEES	-54.93	-54.93
Direct Debit		31/05/2012	CBA - MERCHANT BANKING	APR 2012 ACCESS FEE	-29.76	-29.76
Direct Debit		31/05/2012	CBA - MERCHANT BANKING	APR 2012 TRANSACTION FEES	-91.38	-91.38
Direct Debit		31/05/2012	WESTNET PTY LTD	MAY 2012 INTERNET ACCESS	-66.00	-66.00
Direct Debit		31/05/2012	DPI - LICENSING SERVICES	APR/MAY12 LICENSING PAYMENTS	-71,779.35	-71,779.35
Cheque #	962	01/05/2012	BEV MED PRACTICE - ADEBAYO	MEDICAL EQUIPMENT PURCHASE	-2,226.01	
Cheque #	963	01/05/2012	SYNERGY	2012-04 APR ELECTRICITY ACCOUNTS	-14,363.95	
Cheque #	964	01/05/2012	WATER CORPORATION	2012-04 APR WATER ACCOUNTS	-23,224.65	
Cheque #	965	11/05/2012	SYNERGY	TOWN HALL & 30B DAWSON ST: 21 FEB 12 - 27 APR 12	-735.40	
Cheque #	966	11/05/2012	TELSTRA	2012-05 MAY TELEPHONE ACCOUNTS	-1,499.78	
Cheque #	967	11/05/2012	WATER CORPORATION	BATYS & BALKULING RD STANDPIPES: 22 DEC 11 - 04 MAY 12	-119.85	
Cheque #	968	21/05/2012	ATO - AUSTRALIAN TAX OFFICE	2012-04 APR BAS RETURN	-10,064.00	
Cheque #	969	24/05/2012	SYNERGY	STREET LIGHTS: 25 MAR - 24 APR 12 & MENS SHED 15 FEB -17 APR 12	-2,261.98	-54,495.62
Gen Jrl	2120	14/05/2012		APR 12 # - CREDIT CARD	-1,413.82	-1,413.82
Gen Jrl	2122	16/05/2012	L R SIMS & CO	INV 558: 10% RETENTION on PP9 CERTIFIED	-8,065.06	-8,065.06
Gen Jrl	2130	31/05/2012	L R SIMS & CO	INV 591: 10% RETENTION on PP10 CERTIFIED	-4,220.54	-4,220.54
Gen Jrl	2132	31/05/2012		MAY 12 INTEREST	0.00	0.00
<b>WAGES &amp; SALARIES</b>						
PAYMENTS RAISED IN CURRENT MONTH					-730,498.99	-730,498.99
EFT Pymt		10/05/2012	WAGES & SALARIES	FE - 9 MAY 2012	-47,626.89	
EFT Pymt		24/05/2012	WAGES & SALARIES	FE - 23 MAY 2012	-46,530.85	
<b>WAGES &amp; SALARIES</b>					-94,157.74	-94,157.74

SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>TRANSFERS to TRUST</b>						
Gen Jrn		1/05/2012	11/12 INVEST 12 - BLDG: TFR of INTEREST			
Gen Jrn		1/05/2012	2012-04 APR (25/04) SALARY DEDUCTIONS: ASS 1309		-8,544.64	
Gen Jrn		11/05/02012	2012-05 MAY (09/05) SALARY DEDUCTIONS: ASS 1309:		-50.00	
Gen Jrn		24/05/2012	2012-05 MAY (23/05) SALARY DEDUCTIONS: ASS 473 (\$40) & ASS 1309 (\$50)		-50.00	
				TRANSFERS to TRUST	-8,734.64	-8,734.64
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>						
					0.00	0.00
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
					0.00	0.00
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
Gen Jrn	2114	7/05/2012	ANZ- ONLINE BANKING/BANK FEES	BANK ERROR re ANZ ONLINE APR 2012	-98.00	
				OTHER AMENDMENTS/GENERAL JOURNALS	-98.00	-98.00
<b>INVESTMENTS</b>						
Transfer		1/05/2012	ONLINE SAVER		-866,573.00	
Transfer		4/05/2012	TERM DEPOSIT		-467,166.00	
				INVESTMENTS	-1,333,739.00	-1,333,739.00
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>						<b>-2,167,228.37</b>

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SHIRE OF BEVERLEY  
**CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2012**

TYPE	NUM.	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>TRUST ACCOUNT DETAILS</b>						
PAYMENTS RAISED IN CURRENT MONTH						
EFT Pymt			DONOVAN, Mark	RETURN of FUNDS for MVL TESTING	-17.40	
				PAYMENTS RAISED IN CURRENT MONTH	-17.40	-17.40
PAYMENTS UNPRESENTED IN CURRENT BANK #						
				PAYMENTS UNPRESENTED IN CURRENT BANK #	0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
				PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
				OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>						<b>-17.40</b>
TOTAL EXPENDITURE as reconciled to the MAY 2012 BANK STATEMENTS						
				Municipal Account Expenditure	-2,167,228.37	
				Trust Account Expenditure	-17.40	
				<b>Total Expenditure for MAY 2012</b>	<b>-2,167,245.77</b>	

06 JUN 2012

FILE REF: .....

# BEVERLEY BOWLING CLUB

ABN: 75 352 142 613

PO BOX 96,  
BEVERLEY, 6304

PHONE/FAX:  
96461340

30/05/2012

Mr Stephen Gollan  
CEO Shire of Beverley

Dear Stephen

As you aware the Beverley Bowling Club is currently undertaking work to replace their two carpet greens from the base up. We have decided to install two Dry-Max greens using the West Australian company Court Track & Field.

This is great news after several years of frustration dealing with lawyers and not having a suitable surface to play on. It is a positive move for both the club and its' members and for the town.

The club received a payout as a result of our legal action to help pay to replace the base, and is currently awaiting payment for a claim to LGIS to pay for the surface.

These two payments and an investment held by the club will pay for the greens. It may be a little 'tight' for a few months having to pay GST and wait for it to be remitted and maybe having unexpected costs along the way, but the committee is confident we will overcome any short term shortfalls in finance.

However as a precaution, and to enable the club to operate without hardship, we are again asking the Councillors to consider suspending our bi annual loan repayments for one more year.

We are confident that once the new greens are installed our financial position will improve dramatically, and over a short period of time. So we are also hopeful of being in a position to meet our obligations and to be able to resume the loan payments within the next twelve month period.

APP. 8 PAGE 1/3


If things go as planned we will be playing on the greens by the end of August giving us the opportunity to hold Winter events and to re-coup money spent before our official season even begins.

The Beverley Bowling Club is grateful to the Shire and Councillors for their continued support of the club and it is regrettable that we have to make this request. However this time it is with a positive end in sight.

Perhaps we can just also bring to your attention that next year marks the 100<sup>th</sup> year of the Beverley Bowling Club. What a fitting time to be able to celebrate the achievement and our new greens. Things are certainly looking up for the club.

Thank you for your consideration.

Kind Regards

A handwritten signature in black ink that reads "David Bell". The signature is written in a cursive style with a large initial 'D' and 'B'.

David Bell  
President – Beverley Bowling Club

# TREASURY CORPORATION

## Repayment Schedule

Client: Shire of Beverley (the "Borrower") - 117  
 Interest Rate: 6.1600% p.a. \* (Semi Annual Compounding)  
 3.0800% \* effective Semi Annual  
 \* These rates do not include the government guarantee fee.

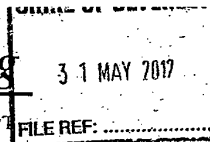
Lending Date: 22 November 2006  
 Maturity Date: 22 December 2021  
 Loan Amount: \$ 180,000.00  
 Schedule Basis: 30 Semi Annual repayments

Payment Date	Debt Balance Outstanding	Capital Repayment	Interest Payment	Total Fixed Payment	Indicative Guarantee Fee	Indicative Total Payment
22 Jun 2007	177,128.71	2,871.29	6,452.85	9,324.14	53.47	9,377.61
24 Dec 2007	173,260.13	3,868.58	5,455.56	9,324.14	53.47	9,377.61
23 Jun 2008	169,272.40	3,987.73	5,336.41	9,324.14	53.47	9,377.61
22 Dec 2008	165,167.85	4,110.55	5,215.24	9,324.14	53.47	9,377.61
22 Jun 2009	161,054.85	4,237.16	5,092.07	9,324.14	53.47	9,377.61
22 Dec 2009	156,957.03	4,367.66	4,956.48	9,324.14	53.47	9,377.61
22 Jun 2010	152,954.85	4,502.18	4,821.96	9,324.14	53.47	9,377.61
22 Dec 2010	147,414.00	4,640.85	4,683.29	9,324.14	53.47	9,377.61
22 Jun 2011	142,630.21	4,783.79	4,540.35	9,324.14	53.47	9,377.61
22 Dec 2011	137,699.08	4,931.13	4,393.01	9,324.14	53.47	9,377.61
22 Jun 2012	132,616.07	5,083.01	4,241.13	9,324.14	53.47	9,377.61
24 Dec 2012	127,376.50	5,239.57	4,084.57	9,324.14	53.47	9,377.61
24 Jun 2013	121,975.56	5,400.94	3,923.20	9,324.14	53.47	9,377.61
23 Dec 2013	116,408.27	5,567.29	3,756.85	9,324.14	53.47	9,377.61
23 Jun 2014	110,669.50	5,738.77	3,585.37	9,324.14	53.47	9,377.61
22 Dec 2014	104,753.98	5,915.52	3,408.62	9,324.14	53.47	9,377.61
22 Jun 2015	98,656.26	6,097.72	3,226.42	9,324.14	53.47	9,377.61
22 Dec 2015	92,370.73	6,285.53	3,038.61	9,324.14	53.47	9,377.61
22 Jun 2016	85,891.61	6,479.12	2,845.02	9,324.14	53.47	9,377.61
22 Dec 2016	79,212.93	6,678.68	2,645.46	9,324.14	53.47	9,377.61
22 Jun 2017	72,328.55	6,884.38	2,439.76	9,324.14	53.47	9,377.61
22 Dec 2017	65,232.13	7,096.42	2,227.72	9,324.14	53.47	9,377.61
22 Jun 2018	57,917.14	7,314.99	2,009.15	9,324.14	53.47	9,377.61
24 Dec 2018	50,376.85	7,540.29	1,783.85	9,324.14	53.47	9,377.61
24 Jun 2019	42,604.32	7,772.53	1,551.61	9,324.14	53.47	9,377.61
23 Dec 2019	34,592.39	8,011.93	1,312.21	9,324.14	53.47	9,377.61
22 Jun 2020	26,333.70	8,258.69	1,065.45	9,324.14	53.47	9,377.61
22 Dec 2020	17,820.64	8,513.06	811.08	9,324.14	53.47	9,377.61
22 Jun 2021	9,045.38	8,775.26	548.88	9,324.14	53.47	9,377.61
22 Dec 2021	0.00	9,045.38	278.60	9,323.98	53.47	9,377.45
<b>Totals:</b>		<b>180,000.00</b>	<b>99,724.04</b>	<b>279,724.04</b>	<b>1,604.10</b>	<b>281,328.14</b>



**M & M Walter Consulting**

TENEMENT & NATIVE TITLE MANAGEMENT



Suite 1, 159 York Street  
Subiaco WA 6008  
PO Box 8197  
Subiaco East WA 6008  
**Ph:** (08) 9381 5866  
**Fax:** (08) 9381 5877  
**Website:** <http://mmwc.com.au>  
ABN 39 802 269 835

**By Registered Post**

28 May 2012

CEO  
Shire of Beverley  
PO Box 20  
**BEVERLEY WA 6304**

Dear Sir/Madam

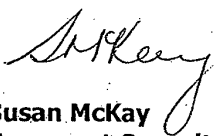
**APPLICATIONS FOR EXPLORATION LICENCES 70/4364 & 70/4367**

On behalf of our client, Kaolin Resources Pty Ltd, we wish to advise that they have made application for the abovementioned exploration licences. Details of the applications are attached as follows:

- Copies of the applications; and
- Maps showing areas applied for.

Please do not hesitate to contact this office if you have any queries in regard to these applications.

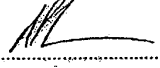
Yours faithfully

  
**Susan McKay**  
**Tenement Consultant**  
(For and on behalf of Kaolin Resources Pty Ltd)

[sue@mmwc.com.au](mailto:sue@mmwc.com.au)

APP. 9 PAGE 1/8

**APPLICATION FOR MINING TENEMENT**

(a) Type of tenement (b) Time & Date marked out (where applicable) (c) Mineral Field	(a) EXPLORATION LICENCE		No. <u>7014364</u>
	(b) <u>a.m./p.m. / /</u>	(c) South West Mineral Field	
APPLICANT: (d) Full name } for (e) Address } each (f) No. of } appli- shares } cent (g) Total No. of shares	(d) & (e) <b>Kaolin Resources Pty Ltd (ACN 141 831 914)</b> C/- M & M Walter Consulting PO Box 8197 SUBIACCO EAST WA 6008		(f) Shares <b>100</b>
			(g) Total <b>100</b>
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1)	(h) Doolbellington Spring		
	(j) SEE ATTACHMENTS 1 & 2		
(k) Area (ha or km <sup>2</sup> )	(k) 62 blocks		
(l) Signature of applicant or agent			DATE 17 May 2012
	(l) <b>(Angela Plummer as Agent)</b>		

OBJECTIONS to this application may be lodged at the Mining Registrar's office at.....  
on or before the.....21st.....day of.....June.....2012 When an objection to this application is lodged the hearing will take place on a date to be set.

O F F I C E U S E	DEPARTMENT OF MINES AND PETROLEUM		RECEIVED AT	15.50	m.	Map ref. Plan: <u>TENGARAU</u> Scale:																									
	17 MAY 2012		on	<u>17/05/12</u>																											
	MINERAL TITLES DIVISION		(Mining Registrar)	<u>P. PLUMMER</u>																											
<table border="1"> <thead> <tr> <th colspan="2">FEES PAID</th> <th>\$</th> <th>¢</th> <th>Receipt No.:</th> </tr> </thead> <tbody> <tr> <td>Application</td> <td></td> <td>1175</td> <td>00</td> <td><u>06-110038</u></td> </tr> <tr> <td>Rent</td> <td></td> <td>7037</td> <td>00</td> <td>Shire:</td> </tr> <tr> <td>Survey</td> <td></td> <td></td> <td></td> <td><u>BEVERLEY / GUARADING</u></td> </tr> <tr> <td>TOTAL</td> <td></td> <td>8212</td> <td>00</td> <td></td> </tr> </tbody> </table>							FEES PAID		\$	¢	Receipt No.:	Application		1175	00	<u>06-110038</u>	Rent		7037	00	Shire:	Survey				<u>BEVERLEY / GUARADING</u>	TOTAL		8212	00	
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Survey				<u>BEVERLEY / GUARADING</u>																											
TOTAL		8212	00																												

**NOTES**  
 Note 1: EXPLORATION LICENCE  
 (i) Attachments 1 and 2 must be completed and accompany the lodgement of every application for an Exploration Licence in lieu of (h), (i), (j) and (k) above and a map.  
 (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).  
 Note 2: PROSPECTING LICENCES, MINING/GENERAL PURPOSE LEASES AND MISCELLANEOUS LICENCES  
 (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.  
 Note 3: ALL APPLICATIONS OVER PRIVATE LAND  
 The period of lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.





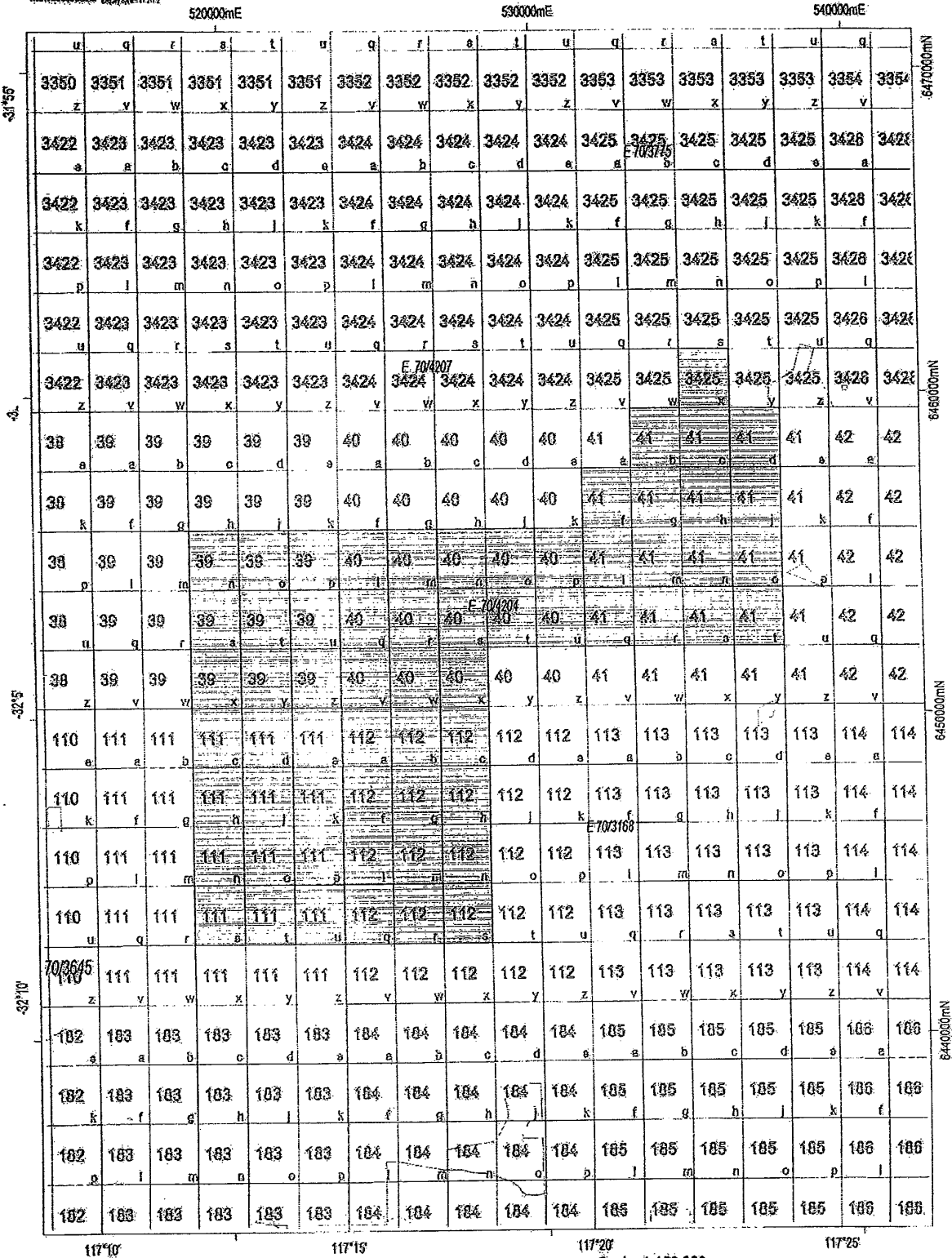
FORM 21 - ATTACHMENT 2

1:1,000,000 Plan Name(s) Perth  
1:1,000,000 Plan Name(s) Albany

TENGRAPH (c) 1992, 1993

Graticular section applied for

10:56 AM, 15/05/2012  
EX24341 PERTH X98







510000mE

520000mE

530000mE

540000mE

-31°50'

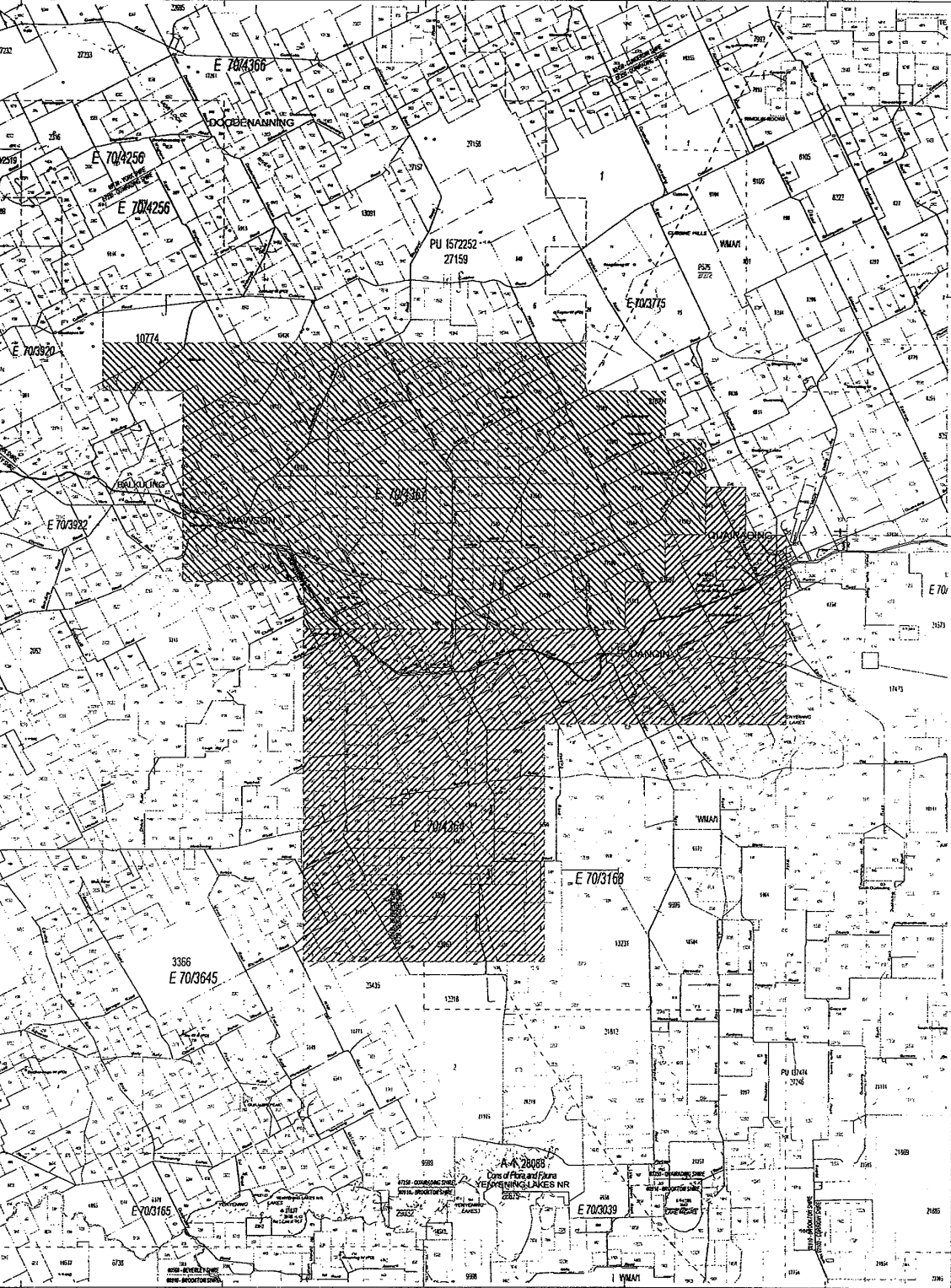
-31°55'

-32°

-32°5'

-32°10'

-32°15'



6470000mN

6460000mN

6450000mN

6440000mN

117°5' 117°10'

117°15'

117°20' Scale: 1:200,000

117°25'

0.0 2.0 4.0 6.0 8.0 10.0 12.0 14.0 16.0 18.0 20.0km

This graphic has been compiled from various data sources supplied from a number of agencies and authorities. The Department is not responsible for any errors or omissions. The Department is not responsible for any errors or omissions. The Department is not responsible for any errors or omissions. The Department is not responsible for any errors or omissions.

**APPLICATION FOR MINING TENEMENT**

- (a) Type of tenement
- (b) Time & Date marked out  
(where applicable)
- (c) Mineral Field
- APPLICANT:  
(d) Full name } for  
(e) Address } each  
(f) No. of } appl.  
shares } cert
- (g) Total No. of shares

- DESCRIPTION OF GROUND APPLIED FOR:  
(For Exploration Licences see Note 1)
- (h) Locality
- (i) Datum Peg
- (j) Boundaries

- (k) Area (ha or km<sup>2</sup>)
- (l) Signature of applicant or agent

(a) EXPLORATION LICENCE	No. <u>701 4367</u>
(b) a.m./p.m. / /	(c) South West Mineral Field
(d) & (e) <b>Kaolin Resources Pty Ltd (ACN 141 831 914)</b> C/- M & M Walter Consulting PO Box 8197 SUBIACO EAST WA 6008	(f) Shares  100
(g) Total 100	
(h) Dulbellin	
(i) SEE ATTACHMENTS 1 & 2	
Where private land is concerned this application will only apply to sub-surface rights.	
(k) 70 blocks	

(l) \_\_\_\_\_  
(Angela Plummer as Agent)

DATE: 17 May 2012

O F F I C E  U S E	OBJECTIONS to this application may be lodged at the Mining Registrar's office at ..... on or before the <u>21st</u> day of <u>June</u> 2012. When an objection to this application is lodged the hearing will take place on a date to be set.																				
DEPARTMENT OF MINES AND PETROLEUM  17 MAY 2012  MINERAL TITLES DIVISION	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">FEES PAID</td> <td style="width: 10%;">\$</td> <td style="width: 10%;">¢</td> <td style="width: 50%;">Receipt No.:</td> </tr> <tr> <td>Application</td> <td>1175</td> <td>00</td> <td><u>06 110038</u></td> </tr> <tr> <td>Rent</td> <td>7945</td> <td>00</td> <td>Shire:</td> </tr> <tr> <td>Survey</td> <td></td> <td></td> <td><u>Beverley / GARDINING</u></td> </tr> <tr> <td>TOTAL</td> <td>9120</td> <td>00</td> <td></td> </tr> </table>	FEES PAID	\$	¢	Receipt No.:	Application	1175	00	<u>06 110038</u>	Rent	7945	00	Shire:	Survey			<u>Beverley / GARDINING</u>	TOTAL	9120	00	
FEES PAID	\$	¢	Receipt No.:																		
Application	1175	00	<u>06 110038</u>																		
Rent	7945	00	Shire:																		
Survey			<u>Beverley / GARDINING</u>																		
TOTAL	9120	00																			
	Received at <u>15.30</u> m. on <u>17/05/12</u> <u>P. VIELHAUER</u> (Mining Registrar)																				
	Map ref. Plan: <u>TENGAPPA</u> Scale:																				

**NOTES**

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FORM 21 - ATTACHMENT 2

1:1,000,000 Plan Name(s) Perth  
1:1,000,000 Plan Name(s) Albany

TENGRAPH (C) 1992, 1993

Graticular section  
applied for

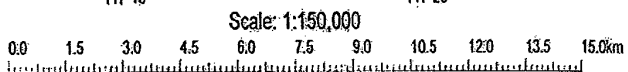
11:10 AM, 15/05/2012  
EX24341 PERTM38

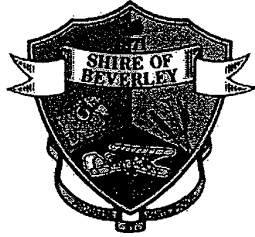
520000mE

530000mE

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	a	b	c	d	e	e	b	c	d	a	e	b	e	d	e	a	b	e	
55'	10	3350	3350	3350	3350	3351	3351	3351	3351	3351	3352	3352	3352	3352	3352	3353	3353	3353	33
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55'	10	3350	3350	3350	3350	3351	3351	3351	3351	3351	3352	3352	3352	3352	3352	3353	3353	3353	33
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	10	3350	3350	3350	3350	3351	3351	3351	3351	3351	3352	3352	3352	3352	3352	3353	3353	3353	33
	v	w	x	y	z	v	w	x	y	z	v	w	x	y	z	v	w	x	
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	12	3422	3422	3422	3422	3423	3423	3423	3423	3423	3424	3424	3424	3424	3424	3425	3425	3425	34
	f	g	h	i	k	f	g	h	i	j	k	f	g	h	i	k	f	g	
-32°	12	3422	3422	3422	3422	3423	3423	3423	3423	3423	3424	3424	3424	3424	3424	3425	3425	3425	34
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	q	r	s	t	u	q	r	s	t	u	q	r	s	t	u	q	r	s	
-32°	12	3422	3422	3422	3422	3423	3423	3423	3423	3423	3424	3424	3424	3424	3424	3425	3425	3425	34
	E703922	w	x	y	z	v	w	x	y	z	v	w	x	y	z	v	w	x	
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	e	b	c	d	e	b	c	d	e	b	c	d	e	b	c	d	e	b	c
-32°5'	38	38	38	38	39	39	39	39	39	39	40	40	40	40	40	41	41	41	41
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	38	38	38	38	39	39	39	39	39	39	40	40	40	40	40	41	41	41	41
	j	m	n	o	p	l	m	n	o	p	l	m	n	o	p	l	m	n	
-32°5'	38	38	38	38	39	39	39	39	39	39	40	40	40	40	40	41	41	41	41
	q	r	s	t	u	q	r	s	t	u	q	r	s	t	u	q	r	s	
	38	38	38	38	39	39	39	39	39	39	40	40	40	40	40	41	41	41	41
	v	w	x	y	z	v	w	x	y	z	v	w	x	y	z	v	w	x	
-32°5'	110	110	110	110	111	111	111	111	111	111	112	112	112	112	112	113	113	113	11
	a	b	c	d	e	a	b	c	d	e	a	b	c	d	e	a	b	c	
	110	110	110	110	111	111	111	111	111	111	112	112	112	112	112	113	113	113	11
	f	g	h	i	k	f	g	h	i	j	k	f	g	h	i	k	f	g	
-32°5'	110	110	110	110	111	111	111	111	111	111	112	112	112	112	112	113	113	113	11
	l	m	n	o	p	l	m	n	o	p	l	m	n	o	p	l	m	n	
	110	110	110	110	111	111	111	111	111	111	112	112	112	112	112	113	113	113	11
	q	r	s	t	u	q	r	s	t	u	q	r	s	t	u	q	r	s	

MAP SHOWING BLOCKS APPLIED FOR IN  
EXPLORATION LICENCE NO. 7614361





POLICY NO: 3/2012		REVIEW DATE: 2015	
Title:	<b>DRAFT PROCUREMENT POLICY &amp; AUTHORITY TO PURCHASE</b>		
Objective:	To provide guidelines and direction to staff when carrying out the purchase of goods and services for the Shire of Beverley.		
Legal:	Local Government Act 1995 Local Government (Functions and General) Regulations 1996		
Date Adopted:	2012		

### 1.1 STATEMENT OF INTENT

The intent of this policy is to provide clear direction to staff when carrying out purchasing of goods and services for the Shire of Beverley and to ensure that purchasing is undertaken in an efficient, effective, economical and sustainable manner that provides transparency and accountability of the procurement process. This policy:

- Provides the Shire of Beverley with an effective way of purchasing goods and services.
- Ensures that purchasing transactions are carried out in a fair and equitable manner.
- Strengthens integrity and confidence in the purchasing system.
- Ensures that the Shire of Beverley receives value for money in its purchasing.
- Provides for the Shire of Beverley to consider the environmental impact of the procurement process across the life cycle of goods and services.
- Ensures the Shire of Beverley is compliant with all regulatory obligations.
- Promotes effective governance and definition of roles and responsibilities.
- Apply purchasing practices that withstands probity.

## 1.2 OBJECTIVES

Purchasing Procedures are to encompass the following requirements:

To provide compliance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996.

Compliance with the guidelines contained within the Local Government Purchasing and Tender Guide published by the Western Australia Local Government Association.

To ensure consistency for all purchasing activities that integrates within all the Shire of Beverley operational areas.

## 1.3 ETHICS AND INTEGRITY

All officers and employees of the Shire of Beverley shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the good standing of the Shire of Beverley.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties;

- Fully accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- All purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Shire of Beverley policies and code of conduct;
- Purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- All processes, evaluations and decisions shall be transparent, free from bias and documented in accordance with applicable policies and audit requirements;
- Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- Any information provided to the Shire of Beverley by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

## 1.4 VALUE FOR MONEY

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the Shire of Beverley. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing, and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider:

- All relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.
- The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- Financial viability and capacity to supply without risk of default. (Competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history); and
- Competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.

Where a higher priced conforming offer is recommended, there should be demonstrable benefits over and above the lowest total priced, conforming offer.

### **1.5 SUSTAINABLE PROCUREMENT**

Sustainable Procurement is defined as the procurement of goods and services that have less environmental and social impacts than competing products and services.

The Shire of Beverley is committed to sustainable procurement and where appropriate shall endeavour to design quotations and tenders to provide an advantage to goods, services and/or processes that minimise environmental and negative social impacts. Sustainable considerations must be balanced against value for money outcomes in accordance with any Shire of Beverley sustainability objectives.

## 1.6 PURCHASING THRESHOLD

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be: -

Up to \$5,000	Direct purchase from supplier at purchaser(s) discretion.
\$5,001 - \$29,999	Obtain at least two verbal or written quotations.
\$30,000 - \$49,999	Obtain at least two written quotations.
\$50,000 - \$99,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).
\$100,000 and above	Conduct a public tender process.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$100,000 threshold (excluding GST). If a decision is made to seek public tenders for Contracts of less than \$100,000, a Request for Tender process that entails all the procedures for tendering outlined in this policy must be followed in full.

The Chief Executive Officer may, where it is not possible to obtain the minimum quotations or in any other justifiable circumstances, waive the need to seek the required number of quotations prior to undertaking a purchase.

All parties providing quotations are to be notified if they are unsuccessful (note successful parties will be notified formally by issue of a purchase order).

The Shire of Beverley will compile and maintain a preferred list of suppliers if the Chief Executive Officer believes it is warranted. Only one quote, unless considered prudent to seek more, is required for prospective purchases made from a supplier listed on the Shire's preferred list of suppliers.

### 1.6.1 Up to \$5,000

Where the value of procurement of goods or services does not exceed \$5,000, direct purchase from the supplier may be made. However, it is recommended to use discretion and occasionally undertake market testing with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

Record keeping requirements must be maintained in accordance with record keeping policies.



### **1.6.2 \$5,001 to \$29,999**

This category is for the procurement of goods or services where the value of such procurement ranges between \$5,001 and \$29,999.

At least two verbal or written quotations (or a combination of both) are required. Where this is not practical, e.g. due to limited suppliers it must be noted through records relating to the process.

The general principles for obtaining verbal quotations are:

- Ensure that the requirement/specification is clearly understood by the Shire of Beverley employee seeking the verbal quotations;
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote;
- Read back the details to the Supplier contact person to confirm their accuracy; and
- Written notes detailing each verbal quotation must be recorded.

Record keeping requirements must be maintained in accordance with record keeping policies.

### **1.6.3 \$30,000 to \$49,999**

For the procurement of goods or services where the value exceeds \$30,000 but is less than \$49,999, it is required to obtain at least two written quotes (commonly a sufficient number of quotes would be sought according to the type and nature of purchase).

The responsible officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements.

Record keeping requirements must be maintained in accordance with record keeping policies.

**NOTES:** The general principles relating to written quotations are:

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- Invitations to quote should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then value for money and all evaluations documented.
- Respondents should be advised as soon as possible after the final determination is made and approved.

#### **1.6.4 \$50,000 to \$99,999**

For the procurement of goods or services where the value exceeds \$50,000 but is less than \$99,999, it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

For this procurement range, the selection should not be based on price alone, and it is recommended to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quote.

Record keeping requirements must be maintained in accordance with record keeping policies.

### **1.7 REGULATORY COMPLIANCE**

#### **1.7.1 Tender Exemption**

In the following instances public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as defined by the Local Government Act 1995;
- The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines; or
- Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.

#### **1.7.2 Sole Source of Supply (Monopoly Suppliers)**

The procurement of goods and/or services available from only one private sector source of supply (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply. Every endeavour to find alternative sources must be made. Written confirmation of this must be kept on file for later audit.

**Note:** The application of provision "sole source of supply" should only occur in limited cases and procurement experience indicates that generally more than one supplier is able to provide the requirements.

#### **1.7.3 Anti-Avoidance**

The Shire of Beverley shall not enter two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the value of consideration below the level of \$100,000, thereby avoiding the need to publicly tender.

#### **1.7.4 Tender Criteria**

The Shire of Beverley shall, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

An evaluation panel shall be established prior to the advertising of a tender and include a mix of skills and experience relevant to the nature of the purchase.

#### **1.7.5 Advertising Tenders**

Tenders are to be advertised in a state-wide publication e.g. "The West Australian" newspaper, Local Government Tenders section, preferably on a Wednesday or Saturday.

The tender must remain open for at least 14 days after the date the tender is advertised.

The notice must include:

- a brief description of the goods or services required;
- information as to where and how tenders may be submitted;
- the date and time after which tenders cannot be submitted;
- particulars identifying a person from who more detailed information as to tendering may be obtained;
- detailed information shall include:
  - such information as the Shire of Beverley decides should be disclosed to those interested in submitting a tender;
  - detailed specifications of the goods or services required;
  - the criteria for deciding which (if any) tender should be accepted;
  - whether or not the Shire of Beverley has decided to submit a tender; and
  - whether or not tenders can be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.

#### **1.7.6 Issuing Tender Documentation**

Tenders will not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation.

This is essential as if clarifications, addendums or further communication is required prior to the close of tenders, all potential tenderers must have equal access to this information.

### **1.7.7 Tender Deadline**

A tender that is not received in full in the required format by the advertised Tender Deadline shall be rejected.

### **1.7.8 Opening of Tenders**

No tenders are to be removed from the tender box, or opened (read or evaluated) prior to the Tender Deadline.

Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.

Tenders are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as *commercial-in-confidence* to the Local Government. Members of the public are entitled to be present.

The Tenderer's Offer form, Price Schedule and other appropriate pages from each tender shall be date stamped and initialled by at least two Shire of Beverley Officers present at the opening of tenders.

### **1.7.9 No Tenders Received**

Where the Shire of Beverley has invited tenders, however no compliant submissions have been received, direct purchases can be arranged on the basis of the following:

- a sufficient number of quotations are obtained;
- the process follows the guidelines for seeking quotations between \$40,000 and \$99,999 (listed above);
- the specification for goods and/or services remains unchanged; and
- purchasing is arranged within 6 months of the closing date of the lapsed tender.

### **1.7.10 Tender Evaluation**

Tenders that have not been rejected shall be assessed by the Shire of Beverley by means of a written evaluation against the pre-determined criteria. The tender evaluation panel shall assess each tender that has not been rejected to determine which tender is most advantageous.

### **1.7.11 Addendum to Tender**

If, after the tender has been publicly advertised, any changes, variations or adjustments to the tender document and/or the conditions of tender are required, the Shire of Beverley may vary the initial information by taking reasonable steps to give each person who has sought copies of the tender documents notice of the variation.

### **1.7.12 Minor Variation**

If after the tender has been publicly advertised and a successful tenderer has been chosen but before the Shire of Beverley and tenderer have entered into a Contract, a minor variation may be made by the Shire of Beverley.

A minor variation will not alter the nature of the goods and/or services procured, nor will it materially alter the specification or structure provided for by the initial tender.

### **1.7.13 Notification of Outcome**

Each tenderer shall be notified of the outcome of the tender following Council resolution. Notification shall include:

- The name of the successful tenderer.
- The total value of consideration of the winning offer.

The details and total value of consideration for the winning offer must also be entered into the Tenders Register at the conclusion of the tender process.

### **1.7.14 Records Management**

All records associated with the tender process or a direct purchase process must be recorded and retained. For a tender process this includes:

- Tender documentation;
- Internal documentation;
- Evaluation documentation;
- Enquiry and response documentation;
- Notification and award documentation.

For a direct purchasing process this includes:

- Quotation documentation;
- Internal documentation;
- Order forms and requisitions.

Record retention shall be in accordance with the minimum requirements of the State Records Act, and the Shire of Beverley internal records management policy.

## 2.0 – OFFICERS AUTHORITY TO PURCHASE

1. No person shall acquire any goods and/or services without first having issued an order form to the relevant provider.

(In the case where multiple purchases are made from local businesses, orders forms shall be given to the supplier at least every month.)

2. Only those persons authorised to sign purchase orders shall be permitted to acquire goods and/or services.

3. The following persons are authorised to sign purchases orders:

CEO .....	GENERAL AUTHORITY
DEPUTY CEO .....	GENERAL AUTHORITY
WORKS SUPERVISOR .....	\$..30,000 MAX *
LEADING HAND .....	\$....2,000 MAX *
MOTOR MECHANIC .....	\$....2,000 MAX *
LEADING HAND GARDENER .....	\$....2,000 MAX
TOWN PLANNER .....	\$....3,000 MAX
ENVIRONMENTAL HEALTH OFFICER .....	\$....1,500 MAX
BUILDING MAINTENANCE OFFICER .....	\$....3,000 MAX
BUILDING SURVEYOR.....	\$....3,000 MAX

\* EXEMPTION is granted for purchase of fuel stocks.

All acquisitions should be in accordance with budget provisions or to a maximum specified cost.

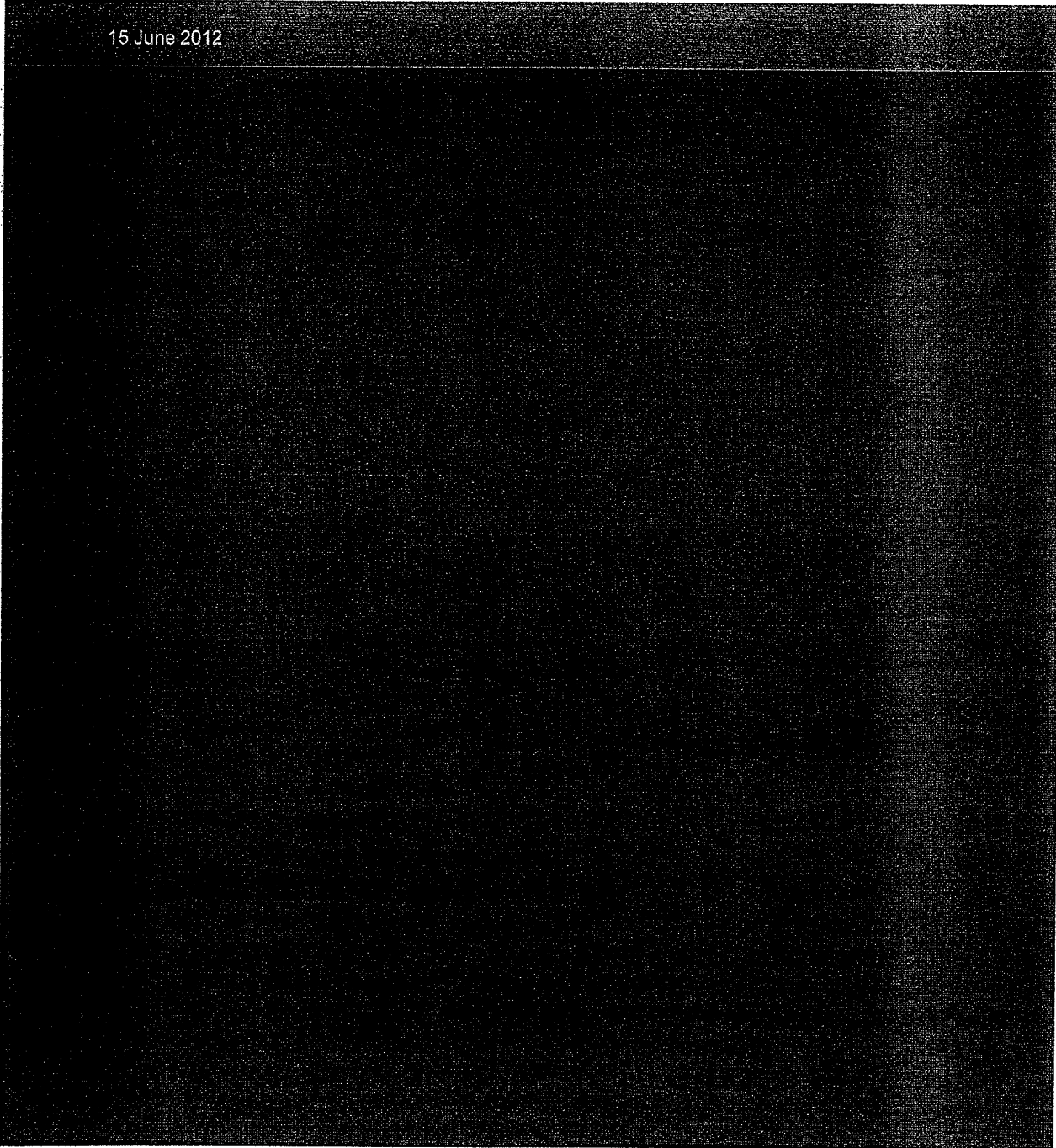
# Renewal Report

## Shire of Beverley



Much more than Insurance.

15 June 2012



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## Executive Summary

LGIS is please to present their Renewal Report to Shire of Beverley detailing your proposed insurance programme for the period to .

In this report we:

- provide renewal terms based on the updated information you have provided us;
- state credit terms and provide premium payment options;

Please note the policy terms and conditions are as expiring, unless advised otherwise.

LGIS are committed to providing quality insurance and risk management services to Shire of Beverley and look forward to working with you throughout the year.



*These terms are not open-ended and we cannot guarantee that insurers will stand by their quotation indefinitely. Please sign, date and return the Summary of Costs by email or fax as soon as possible but, in any event, no later than 2:00pm, 22 June 2012, to ensure continuance of cover from 4:00pm 30 June when the current policies expire.*

Signed..... Printed Name .....

Date ..... Council.....

- \*These premiums are based on expiring rates applied to next year's values, to allow you to compare the impact of next year's values and premium rates on the renewal premium.

### **Remuneration:**

As an insurance broker, there are several ways we can be paid. In general, our principal remuneration for arranging insurance on your behalf is either by way of commission paid by the Insurer and/or a fee including a service fee and an administration fee to be paid by you. The commission from insurers for arranging your insurance is a percentage of the premium paid by you before stamp duty, fire services levy, GST and any other government charges, taxes, fees or levies. It will vary depending on the insurer and the policy and we will advise you of the range of commission upon request.

The following services are not included in standard remuneration charges, but are available at an additional cost, negotiated on a case by case basis:

- Claims Management Services.
- Risk Management Services, which include but are not limited to Public & Professional Indemnity exposures, Emergency/Disaster Risk Management, Business Continuity Planning, Property Fire Protection, Risk Auditing and Compliance Auditing.
- Loss Adjusting Services.

# LGIS Bushfire Injury

OUR REF: 000829

**NOTE:** Where a coverage heading incorporates provision for an amount to be inserted (e.g. Sub-Limit) but no amount is recorded, no cover is provided under this policy.

<b>MEMBER</b>	Shire of Beverley		
<b>MEMBERSHIP NUMBER</b>			
<b>ABN AND ITC DETAILS</b>	ABN: 33 895 807 275	ITC: 100.00%	
<b>BUSINESS</b>	Local Government		
<b>PERIOD OF PROTECTION</b>	From: 30 June 2012 at 4 PM Local Time (). To: 30 June 2013 at 4 PM Local Time (). and any further period for which the Insurer(s) agrees to provide cover.		
<b>GEOGRAPHICAL SCOPE</b>	Australia		
<b>JURISDICTIONAL SCOPE</b>	Australia		
<b>GOVERNING LAW OF CONTRACT</b>	Australian		
<b>INTEREST PROTECTED</b>	Bush Fire Brigade Members in respect of medical expenses, loss of salary/wages and death benefit as prescribed by the Bush Fire Act 1954 (as amended)  Legal Liability to Bushfire Volunteers and Cadets in accordance with the Bushfire Act 1954 (as amended).		
<b>INSURED PERSONS</b>	All Volunteer Fire Fighters and Cadets in accordance with the Bushfires Act 1954 (as amended)  Estimated Number of Members 200		
<b>LIMITS OF LIABILITY</b>	<b>LGIS Bushfire Injury</b>	Self-Insured Retention in the aggregate of all claims	\$250,000
	<b>Traditional Insurance</b>	In excess of Self-Insured Retention	\$Unlimited

STD DOC [Renewal Report - LGIS for BEVER - 15/06/2012 - CONNJ]

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LGIS Bushfire Scheme  
provides cover in excess of the Scheme Protection up to the Limits  
of Liability shown.

MEMBER NUMBER .....

**Section 3 – Employment Practices Liability**

The Insurer agrees to pay on behalf of the Insured:

- a) Damages;
- b) Legal Costs; and
- c) Employee Costs.

which the Insured is legally obliged to pay arising from any Employment Practice Claim first received by the Insured and notified to the Insurer during the Policy Period.

Provided that the Employment Practice Breach occurred after the Retroactive Date.

**Optional Extension – Reputation Protection Expenses**

The Insurer agrees to pay on behalf of the Insured the reasonable fees, costs and expenses reasonably incurred by the Insured with the Insurer's prior written consent (not to be unreasonably withheld) in the Insured retaining a professional communications consultant to limit, mitigate or prevent the effects of negative publicity on the Insured's reputation in connection with an Event that may result in a Claim under an Insured Section of this Policy.

**LIMIT OF LIABILITY**

**Section 1 – Broadform Statutory Liability**

Any one claim and in the aggregate any one period of insurance \$1,000,000

**Section 2 - Inquiry Costs Indemnity**

Any one claim and in the aggregate any one period of insurance \$1,000,000

**Section 3 - Employment Practices Liability**

Any one claim and in the aggregate any one period of insurance Not Insured

**Optional Extension – Reputation Protection Expenses**

Any one claim and in the aggregate any one period of insurance Not Insured

**AGGREGATE LIMIT OF INDEMNITY**

In respect of all Claims made under this Policy during any one Policy Period shall not exceed \$2,000,000

The Insurer's liability in respect of this Policy shall apply only to that part of any Claim which exceeds any applicable Deductible specified in the Schedule.

**DEDUCTIBLE**

**Section 1 – Broadform Statutory Liability**

Any One Claim by the Named Council \$2,000  
Any One Natural Person, any one claim \$1,000

**Section 2 Named Council- Inquiry Costs Indemnity**

Any one Loss by the Named Council arising from or attributable to any issue involving town planning, development application or land usage As per policy schedule  
Any one Loss by the Named Council \$2,000

# Councillors and Officers Liability

OUR REF: 004969

**NOTE:** Where a coverage heading incorporates provision for an amount to be inserted (e.g. Sub-Limit) but no amount is recorded, no cover is provided under this policy.

## COMPANY

Shire of Beverley

## COUNCIL ABN AND ITC DETAILS

ABN: 33 895 807 275

ITC: 100.00%

## INSURED

A natural person who was, now is or becomes during the Policy Period:

- a) a Councillor or Officer
- b) an Employee
- c) any lawful spouse or domestic partner of a Councillor or Officer or Employee, but only where the Claim results from the Wrongful Act of such Councillor or Officer or Employee
- d) the estate, heir or legal representative of a deceased Councillor or Officer or Employee, but only where the Claim results from the Wrongful Act of such Councillor or Officer or Employee
- e) the legal representative of a Councillor or Officer or Employee in the event of the incapacity, insolvency or bankruptcy of such Councillor or Officer or Employee
- f) a company secretary
- g) a natural person who acts as a member of a committee established by the Company under the Local Government Act 1995
- h) a lawyer employed by the Company who in their capacity as such must comply with the Sarbanes-Oxley Act of 2002;

provided that the Insured does not include an external auditor of an external administrator of any type

## INSURING AGREEMENTS

- A. The Insurer will pay to or on behalf of the Insured all Loss, except where the Company has paid such Loss, resulting from a Claim first made against an Insured during the Policy Period or Discovery Period, if applicable.
- B. The Insurer will pay to or on behalf of the Company all Loss, for which the Company has granted indemnification to the Insured as permitted or required by law, resulting from a Claim first made against an Insured during the Policy Period or Discovery Period, if applicable.

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\$1,000,000 in the aggregate during the period of insurance for each Director.

**Civil Fines/Pecuniary Penalties**

\$500,000 any one claim and in the aggregate during the period of insurance

**Employment Related Wrongful Act – Entity Cover (Insuring Agreement D)**

\$1,000,000 any one claim and in the aggregate during the period of insurance

**DEDUCTIBLE**

Councillors and Officers	\$Nil each and every Claim
Council Reimbursement	\$5,000 each and every Claim
Employment Related Wrongful Act	\$12,500 each and every Claim
Violation of any security laws or provisions common or statutory	\$5,000 each and every Claim
All other claims	\$5,000 each and every Claim

**POLICY WORDING AND CONDITIONS**

ACE Australia Elite II Councillors and Officers Liability Policy (05.11), Master Policy Number 05CH005534.

**INSURER**

ACE Insurance Limited

**PROPORTION**

100.000%

**POLICY NUMBER**

05CH005534

**REMARKS**

Please refer to your policy document for details of Terms, Conditions and Exclusions.

**LIMIT ANY ONE  
CONVEYANCE/LOCATION**

	<b>Conveyance</b>	<b>Location</b>
Imports	Not Insured	Not Insured
Exports	Not Insured	Not Insured
Within Australia	\$100,000	\$100,000
Travellers' Samples	Not Insured	Not Insured

**Note:** Australian currency unless otherwise stated.

**DEDUCTIBLES/EXCESSES**

**Imports** Not Insured any one loss or series of losses arising from the one event except actual or constructive total losses or claims recoverable under the Institute Cargo Clauses (C) and the Institute War & Strikes Clauses where no deductible shall apply.

**CIF Exports** \$Nil.

**Inland** \$100 any one loss or series of losses arising from the one event except for claims arising from or due to fire, overturning, collision, flood, hijack or theft of complete vehicle where no deductible shall apply.

**Personal Effects** Not Insured any one Claim.

**BASIS OF VALUATION  
&/OR MEASURE OF  
INDEMNITY**

Unless otherwise stated hereunder or agreed by Insurers in writing prior to shipment, the basis of valuation are:

- (i) **Imports**  
Invoice cost plus freight and insurance costs plus 10% added thereto. Plus Duty and Taxes but only if the Insured is liable to pay such levies.
- (ii) **Exports (Including Sellers Interest)**  
Invoice cost, plus freight and insurance ('CIF') plus 10%.
- (iii) **Inland Transits**
  - a) Purchases - as per purchase invoice plus freight for which Insured is liable plus insurance.
  - b) Sales including FOB/CFR Exports - as per sales invoice plus incidental charges, such as freight, if not included in invoice.
  - c) Stock Transfers - actual cost into store.
  - d) Returned Goods - market value plus incidental charges such as freight.
  - e) Plant and Machinery - replacement value plus incidental charges, such as freight.
  - f) Household Furniture and Personal Effects - at replacement value if less than five years old, otherwise at indemnity value, plus incidental charges, such as freight.

# Motor Vehicle

OUR REF: 003822

**NOTE:** Where a coverage heading incorporates provision for an amount to be inserted (e.g. Sub-Limit) but no amount is recorded, no cover is provided under this policy.

<b>INSURED</b>	«jmf_ClientName»
<b>ABN AND ITC DETAILS</b>	ABN 33 895 807 275 ITC 100.00%
<b>BUSINESS</b>	Principally Local Government Authority
<b>TERRITORIAL LIMITS</b>	Australia
<b>JURISDICTIONAL SCOPE</b>	Australia
<b>GOVERNING LAW OF CONTRACT</b>	Australian
<b>PERIOD OF INSURANCE</b>	From: 30 June 2012 at 4 PM Local Time (WA). To: 30 June 2013 at 4 PM Local Time (WA). and any further period for which the Insurer(s) agrees to provide cover.
<b>INTEREST INSURED</b>	All Motor Vehicles and Trailers owned, mortgaged under Hire Purchase Agreement, hired or leased by the Insured as declared.  All as defined in the policy.
<b>LIMITS OF LIABILITY</b>	<b>Section 1 Loss or damage to vehicles as per Interest Insured.</b> Following loss or damage, the maximum amount payable under this Section for an insured vehicle is: <ol style="list-style-type: none"><li>1. the cost of repairs to the vehicle;</li><li>2. the market value of the vehicle at the time of loss; or</li><li>3. the sum insured value stated in the schedule,</li></ol> whichever is the lesser.  The maximum amount payable for any one event for loss or damage to all vehicles is \$10,000,000, which is inclusive of all Additional Covers – Section 1.  <b>Section 2</b> The total liability under this Section is \$30,000,000, for all claims arising from the one accident or series of accidents resulting from



## EXCESS

### Basic Excess

1. Bushfire Brigade Members Vehicles	\$Nil
2. Councillors Vehicles	\$Nil
3. Volunteers Vehicles	\$Nil
4. Employees Vehicles	\$Nil
5. All other vehicles	\$1,000

### Note

1. Excess also applies to windscreen damage only claims.
2. Non-owned trailer liability additional excess of \$2,500 per non-owned trailer.
3. Other additional excesses may also apply as per Policy.
4. Excess applies separately to each vehicle and each claim on that vehicle.
5. Age and Inexperienced Drivers' Excess does not apply.

## POLICY WORDING AND CONDITIONS

Standard Zurich Australian Insurance Limited Local Authorities Motor Fleet Policy wording reference/version number ZU12208-PCUS-004079-2010 except as otherwise modified by the following endorsements which are shown in full on the Endorsement Schedule:

Additional Equipment	
Automatic Repair Authority	\$2,500
Bushfire Fighters Vehicles	
Capped Excess Any One Event	\$50,000
Claims Experience Discount – 50/70 maximum	10%
Councillors Vehicles	
Declaration of Vehicles	
Employee Indemnification Clause	
Hazardous Goods	
Loss of No Claim Bonus/Excess	
Special Condition to Section 2	
Tool of Trade	
Unregistered Vehicles	
Waiver of Subrogation/Release of Liability	

## Endorsement Schedule

### ATTACHING TO AND FORMING PART OF POLICY NUMBER: 63 4008351 VFT

Except to the extent provision is already made, or more extensive cover is already provided by the printed policy wording, it is agreed that the following clauses are incorporated in the Policy. Should any ambiguities exist in the clauses they will be interpreted in favour of the insured.

Headings have been included for ease of reference and it is agreed that the Terms, Conditions and Exclusions of this Policy are not to be construed and interpreted by reference to such headings.

With effect from 30/06/12 at 4:00pm this policy is endorsed as follows:

### Additional Equipment

Where Section 3 – Additional covers applicable to All Sections, 8. 'Cover for other owners' responds to include *vehicles* owned by the Bush Fire Services and/or State Emergency Services and/or Civil Emergency Services, then cover extends to include all standard accessories and equipment (which

70% of the <i>adjusted premium</i>	\$.....
less total <i>incurred claims</i> costs for the <i>period of insurance</i>	\$.....
sub-total of surplus	\$.....
50% of surplus	\$.....
subject to a maximum rebate of	\$.....

*"Adjusted premium"* means the premium paid for the *period of insurance* after application of the Declaration of vehicles clause contained in Terms and Conditions applicable to All Sections.

*"Incurred claims"* means total claims paid by the insurer, less any recoveries received by the insurer, during the *period of insurance* plus an amount for outstanding claims, including an allowance for claims incurred but not yet reported to Zurich.

Zurich shall also retain the right to carry out a further and final premium adjustment dependent upon any subsequent claim movements relating to the *period of insurance* in respect of which the initial adjustment occurred. Such adjustment is to occur within 12 months of the initial adjustment.

**Councillors Vehicles**

Section 3 – Additional covers applicable to All Sections, 4. ‘Councillors/directors/employee’s vehicles’ is deleted and replaced with the following:

- 4. Councillors vehicles  
Your policy is extended to cover loss or damage to *vehicles* owned or driven by a member of the *insured* council or driven by another person on behalf of the member, whilst such *vehicles* are being used in connection with your *business* and including (but not limited to) attending as a member, meetings of the council or a committee of the council, or have a delegate of the council, meeting of municipal or association conferences of country or regional councils or committees of them.

The policy will extend to the driver of the *vehicle* as though he/she is the *insured*.

The owner of a *vehicle* insured under this extension, shall be entitled to claim car hire costs to maximum of \$1,000 any one claim. Car hire costs may be claimed from the time the *vehicle* is in the custody of the repairer for the purpose of repair works or once the theft is reported to the Police, whichever is applicable, and ends as soon as the *vehicle* is repaired and/or replaced and/or returned to the owner.

For the purpose of this extension, nil *excess* applies.

**Declaration of Vehicles**

Notwithstanding Terms and Conditions applicable to All Sections, 3. ‘Declaration of vehicles’, no premium adjustment shall occur unless either the number of *vehicles* or their value (as the case may be) has increased by 10% or more during the *period of insurance*.

**Employee Indemnification Clause**

Section 3 – Additional covers applicable to All Sections, 8. ‘Cover for other owners’ is extended to include councillors, employees, bush fire brigade members and volunteer workers but only whilst such persons are acting within the scope of their employment or authority and using their own or their spouse’s *vehicle* within the scope of your authority.

For the purpose of this extension, nil *excess* applies and such cover is not subject to Declaration of vehicles.

**Hazardous Goods**

We will pay the amount which you may be held legally liable to pay as compensation, resulting from an accident occurring during the *period of insurance*, caused by, or arising out of the use of a registered *vehicle* and/or any attachment, equipment, tool or apparatus which forms part of the vehicle, but only whilst engaging in and undertaking its designed purpose of digging, scraping, shovelling, grading, boring, drilling, compacting, harvesting, ploughing, shredding, lifting, clearing, levelling, hosing, pumping, spraying, vacuuming or suction activities.

The maximum amount we will pay per event under this Additional Cover is \$20,000,000.

#### **Unregistered Vehicles**

Where your *vehicle* is unregistered, then Section 1 – Cover for Loss or Damage to your vehicle is deleted.

However;

This exclusion will not apply if at the time of loss or damage your unregistered trailed implement was attached to a registered vehicle.

#### **Waiver of Subrogation/Release of Liability**

We agree to waive any rights, remedies or relief to which we may become entitled by subrogation against:

- a) any company, corporation or organisation (including their directors, officers, employees or servants):
  - i. associated and/or related and/or affiliated companies owned or controlled by you, or
  - ii. which is a subsidiary of yours, or
  - iii. in which you have a financial interest, or
  - iv. which comprise the *insured* under this policy;
- b) any person and/or firm and/or company having an insurable interest herein;
- c) any Railway Authority or Government, Semi-Government or Statutory or Municipal Authority, where required under the terms of any agreement or contract entered into by you;
- d) any directors, officers, employees or servants, partners or individual connected herewith, at the option of you.

This insurance shall not be prejudiced by you agreeing to such provision and that the indemnity and/or release given by you shall be equally binding upon us, whether such releases or agreements are given in the past, present or hereafter.

<b>INSURER</b> Zurich Australian Insurance Limited	<b>PROPORTION</b> 100.000%	<b>POLICY NUMBER</b> 63 4008351 VFT
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**REMARKS** Please refer to your policy document for details of Terms, Conditions and Exclusions.

premises and shall start from the time of leaving home or normal place of business (whichever is left last) and continue until arrival back at home or normal place of business (whichever is reached first). Every day commuting shall not be regarded as a Journey.

**NUMBER OF EMPLOYEES** 27

**VOLUNTARY WORKERS  
AGE LIMITATION**

Persons between five (5) years and fifteen (15) years  
Section 1 Part A Only Limited to \$5,000

Persons between sixteen (16) and eighty five (85) years  
Section 1 Part A to D Full Benefit

Persons between seventy six (76) and seventy nine (79) years  
Section 1 Part A Only – Full Benefit

Persons between eighty six (86) and ninety (90) years  
Section 1 Part A Only - Limited to \$5,000 if the Insured Person has no dependents

**SCHEDULE OF BENEFITS**

**Section 1**  
**Part A – Capital Benefits**

Category 1 (a)	\$200,000
Category 1 (b)	\$200,000
Category 1 (c)	\$200,000
Category 2	\$200,000
Category 3	\$200,000
Category 4	\$200,000

<b>Injury resulting in</b>	<b>Compensation as % of Capital Benefit</b>
Death	100%
Permanent Total Disablement	100%
<i>Subject to a maximum of 10 times annual pre disability earnings.</i>	
Permanent Disability Not Otherwise Provided	
The percentage we determine as being consistent with the Compensation provided in this table, but not exceeding	
Permanent Quadriplegia	75%.
Permanent Paraplegia	100%
Permanent Unsound Mind to the extent of legal incapacity	100%
Permanent & incurable paralysis of all limbs	100%
Permanent total loss of entire sight in one or both eyes	100%
Permanent total loss of hearing in both ears	100%
Permanent total loss of the use of both hands	100%
Permanent total loss of the use of both arms	100%
Permanent total loss of the use of both feet	100%
Permanent total loss of the use of both legs	100%
Permanent total loss of the use of one hand and one foot	100%
Permanent total loss of the use of one hand and one arm	100%
Permanent total loss of the lens of one eye	50%
Permanent total loss of hearing in one ear	50%
Permanent total loss of the use of one foot or one leg	50%
Permanent total loss of the use of four fingers and thumb of either hand	75%

Category 4	Not Included
<b>Section 6 – Loss of Deposits</b>	
Category 1a to 3	\$10,000
Category 4	Not Insured
<b>Section 7 - Baggage/Business Property, Electronic Equipment, Deprivation of Baggage and Money/Travel Documents</b>	
Domestic and Overseas Travel	
Category 1a to 3	
Baggage/Personal Property (\$5,000 limit any one item)	\$20,000
Electronic Equipment	\$5,000
Deprivation of Baggage	\$3,000
Money/Travel Documents	\$5,000
Category 4	
Baggage/Personal Property	Not Insured
Electronic Equipment	Not Insured
Deprivation of Baggage	Not Insured
Money/Travel Documents	Not Insured
<b>Section 8 - Alternative Employee/Resumption of Assignment Expenses</b>	
Category 1a to 3	\$20,000
Category 4	Not Insured
<b>Section 9 – Personal Liability</b>	
Category 1a to 3	\$10,000,000
Category 4	Not Insured
<b>Section 10 - Rental Vehicle Excess Waiver</b>	
Category 1a to 3	\$5,000
Category 4	Not Insured
<b>Section 11 - Extra Territorial Workers Compensation (any one accident)</b>	
Category 1a to 3	
Weekly Benefits	\$1,000
Damages, Costs and Expenses	\$1,000,000
Aggregate Limit of Liability	\$5,000,000
Category 4	Not Insured
<b>Section 12 – Missed Transport Connection</b>	
Category 1A to 3	\$10,000
Category 4	Not Insured
<b>Section 13 – Political &amp; Natural Disaster Evacuation</b>	
Category 1a to 3 Annual Aggregate	\$500,000
Category 1a to 3 Maximum Per Person	\$20,000
Category 4	Not Insured
<b>Section 14 – Overbooked Flight</b>	
Category 1a to 3	\$2,500
Category 4	Not Insured
<b>Section 15 – Search and Rescue Expenses</b>	
Category 1a to 3	Per Insured Person \$20,000 Annual Aggregate \$100,000
Category 4	Not Insured

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# Salary Continuance

OUR REF: 006601

**NOTE:** Where a coverage heading incorporates provision for an amount to be inserted (e.g. Sub-Limit) but no amount is recorded, no cover is provided under this policy.

<b>INSURED</b>	Shire of Beverley
<b>ABN AND ITC DETAILS</b>	ABN: 33 895 807 275      ITC: 100.00%
<b>BUSINESS</b>	Local Government
<b>POLICY PERIOD</b>	From: 30 June 2012 at 4 PM Local Time (WA). To: 30 June 2013 at 4 PM Local Time (WA).  and any further period for which the Insurer(s) agrees to provide cover.
<b>GEOGRAPHICAL SCOPE</b>	Australia
<b>JURISDICTIONAL SCOPE</b>	Australia
<b>GOVERNING LAW OF CONTRACT</b>	Western Australian
<b>INTEREST INSURED</b>	Cover for reimbursement of the Salary for the Insured Person/s who are disabled as a consequence of Injury and/or Sickness (as selected by Council and indicated below) which prevents their returning to work.
<b>PERIOD OF INDIVIDUAL COVER</b>	Full time 24 hour coverage during the Policy Period
<b>AGE LIMITATION</b>	Cover is provided for Insured Persons aged between the ages of 18 and 75 inclusive.
<b>BASIS OF COVER</b>	Accident and Sickness
<b>BENEFIT PERIOD</b>	Period of Benefit: 26 weeks
<b>ELEMINATION PERIOD</b>	7 days

STD DOC [Renewal Report - LGIS for BEVER - 15/06/2012 - CONNJ]

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# Additional Insurances Available

The following types of insurance are available to you; items that are not crossed out have **not** been purchased by you through LGIS. It should be noted that this list does not include all types of policies available in the various insurance markets. Availability of some classes will be subject to prevailing market conditions.

As business is continually changing we recommend these areas be reviewed regularly to ensure that it is still appropriate for the Company to carry the risk.

Please indicate if you would like a quotation for any of these classes of insurance.

## Class of Insurance/Risk

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- Airport Owners and Operators Liability
  - ~~Bushfire Injury~~
  - Casual Hirers Liability
  - Contract Works
  - ~~Councillors and Officers Liability~~
  - Employee Income Protection
  - ~~Fidelity Guarantee~~
  - General and Products Liability
  - Inpatriate Medical (Employees on 457 Visa)
  - JLT Events C&A (Cancellation and Abandonment)
  - JLT Events C&NA (Cancellation and Non Appearance)
  - Journey Injury
  - Liability Scheme
  - Local Government Business Practices Protection
  - Local Government Pollution Legal Liability
  - ~~Marine Cargo~~
  - Marine Hull / Pleasurecraft
  - ~~Motor Vehicle & Plant~~
  - Personal Accident & Travel
  - ~~Salary Continuance~~
  - ~~LGIS Property Scheme~~
  - ~~LGIS Liability Scheme~~
  - ~~LGIS WorkCare Scheme~~
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A division of  
**Jardine Lloyd Thompson Pty Ltd**  
In joint venture the Western Australian Local Government Association

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