



22 JULY 2014

ORDINARY MEETING

MINUTES

CONTENTS

1. OPENING	1
2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE	1
2.1 Members Present.....	1
2.2 Staff In Attendance	1
2.3 Observers And Visitors	1
2.4 Apologies and Approved Leave of Absence	1
2.5 Condolences	1
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
4. PUBLIC QUESTION TIME	1
5. APPLICATIONS FOR LEAVE OF ABSENCE	1
6. DECLARATIONS OF INTEREST	1
7. CONFIRMATION OF MINUTES	2
7.1 Minutes of the Ordinary Council Meeting Held 24 June 2014	2
7.2 Minutes of the Corporate Strategy Committee Meeting Held 11 July 2014.....	3
8. TECHNICAL SERVICES	17
9. PLANNING SERVICES	18
9.1 Initial Adoption of a Draft Policy - Stocking Rates	18
9.2 Final Adoption - Outbuilding Policy	27
9.3 Development Application - Outbuilding 57 (Lot 1652) Richardson Street	34
9.4 Development Application - All Weather Shelters Lot 29705 Bremner Road...	42
10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES	50
11. FINANCE	51
11.1 Monthly Financial Report	51
11.2 Accounts Paid by Authority	65
11.3 Material Variances 2014/15	79
11.4 2014/15 Fees and Charges.....	81
11.5 2014/15 Budget – Rates	86
11.6 2014/15 Budget.....	93
12. ADMINISTRATION	97
12.1 Application to Keep Three (3) Dogs	97
12.2 Adoption of Complete Fire-Break Order.....	99
12.3 Brookfield Rail Interface Agreement	104
12.4 IT Disaster Recovery Plan	127
13. NEW BUSINESS ARISING BY ORDER OF THE MEETING	129
14. CLOSURE	129

1. OPENING

The Chairperson declared the meeting open at 2:45pm.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DJ Ridgway	President	South Ward
Cr CJ Pepper	Deputy President	West Ward
Cr JD Alexander		North Ward
Cr T Buckland		South Ward
Cr DW Davis		West Ward
Cr KM Murray		North Ward
Cr DC White		South Ward

2.2 Staff In Attendance

Mr SP Gollan	Chief Executive Officer
Mr SK Marshall	Deputy Chief Executive Officer
Mr BS de Beer	Shire Planner (from 2:45pm to 3:13pm)
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Cr P Gogol	North Ward
Cr LC Shaw	West Ward

2.5 Condolences

The Shire of Beverley offers its condolences to the families of:

SWAN	Walter	23 June 2014
BOYLE	Robin (Bob)	12 July 2014

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DECLARATIONS OF INTEREST

Nil

7. CONFIRMATION OF MINUTES

7.1 Minutes of the Ordinary Council Meeting Held 24 June 2014

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 24 June 2014 be confirmed.

COUNCIL RESOLUTION

M1/0714

Moved Cr Pepper

Seconded Cr Davis

That the Minutes of the Ordinary Council Meeting held Tuesday 24 June 2014 be confirmed.

CARRIED 7/0

7.2 Minutes of the Corporate Strategy Committee Meeting Held 11 July 2014

1. OPENING

The Chairperson declared the meeting open at 9:10am

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DJ Ridgway	Chairperson	South Ward
Cr CJ Pepper	Deputy President	West Ward
Cr JD Alexander		North Ward
Cr T Buckland		South Ward
Cr DW Davis		West Ward
Cr KM Murray		North Ward (from 10:05am)
Cr DC White		South Ward

2.2 Staff In Attendance

Mr SK Marshall	Deputy Chief Executive Officer
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SP Gollan	Chief Executive Officer
Mr SP Vincent	Works Supervisor
Cr P Gogol	North Ward
Cr LC Shaw	West Ward

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Corporate Strategy Committee Meeting 13 May 2014

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Strategy Committee Meeting held on Tuesday 13 May 2014 be confirmed.

(Provided under separate cover)

COMMITTEE RESOLUTION

MCS1/0714

Moved Cr Pepper

Seconded Cr White

That the Minutes of the Corporate Strategy Committee Meeting held on Tuesday 13 May 2014 be confirmed.

CARRIED 6/0

4.2 Business Arising

Confirm the schedule of Fees and Charges from the Corporate Strategy Minutes

5. OFFICER REPORTS

5.1 IT Disaster Recovery Plan

SUBMISSION TO: Corporate Strategy Committee Meeting 11 July 2014
REPORT DATE: 25 June 2014
APPLICANT: N/A
FILE REFERENCE: ADM 0460
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft IT Disaster Recovery Plan (Under Separate Cover)

SUMMARY

The Corporate Strategy Committee to consider recommending to Council that the IT Disaster Recovery Plan be adopted.

BACKGROUND

Following recent disasters involving Local Government, namely the Claremont Office Building fire, and the new legislative requirements under Local Government (Audit) Amendment Regulations 2013 Regulation 17, Council provided a budget allocation in 2013/14 to have a IT Disaster Recovery Plan produced.

IT consultants, Focus Networks, were approached to assist in the formulation of the plan.

COMMENT

The draft IT Disaster Recovery Plan is attached.

STATUTORY ENVIRONMENT

Regulation 17 of the Local Government (Audit) Amendment Regulations 2013 provides that the CEO is to review certain systems and procedures

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

FINANCIAL IMPLICATIONS

Minimal – Cost to test recovery scenario.

STRATEGIC IMPLICATIONS

Risk Management

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommend to Council that the IT Disaster Recovery Plan be adopted and reviewed annually.

COMMITTEE RESOLUTION

MCS2/0714

Moved Cr Davis

Seconded Cr Buckland

That the Corporate Strategy Committee recommend to Council that the IT Disaster Recovery Plan be adopted and reviewed annually.

CARRIED 6/0

5.2 2014/15 Material Variances

SUBMISSION TO: Corporate Strategy Committee Meeting 11 July 2014
REPORT DATE: 25 June 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: SP Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

That the Corporate Strategy Committee consider recommending to Council the material variance reporting parameters for 2014/15.

BACKGROUND

Council is required under the Local Government (Financial Management) Regulations 1996 to set material variance (Budget versus Actual) reporting parameters for the forthcoming financial year.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the August 2013 Ordinary Meeting.

COMMENT

If the Committee is satisfied with the current level of reporting, there would be no reason to recommend that Council change the reporting parameters.

STATUTORY ENVIRONMENT

Regulation 34 (5) of the Local Government (Financial Management) Regulations 1996 provides that each financial year, a local government is to adopt a percentage

or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater be adopted.

COUNCIL RESOLUTION

MCS3/0714

Moved Cr Alexander

Seconded Cr Buckland

That a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater be adopted.

CARRIED 6/0

10:05am – Cr Keith Murray joined the meeting

5.3 2014/15 Budget – Rates

SUBMISSION TO: Corporate Strategy Committee Meeting 11 July 2014
REPORT DATE: 25 June 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Rate Models (included in draft 2014/15 Budget Document)

SUMMARY

That the Corporate Strategy Committee consider recommending to Council that rate revenue be raised by 6% for the 2014/15 financial year.

BACKGROUND

When adopting the Annual Budget in August 2013, Council resolved to increase rate revenue by 4%.

COMMENT

With the current focus on Local Government sustainability, it is the view of staff that a strong rate base will enhance Council's ability to continue providing quality services to the Beverley community.

Council is relying heavily on its carried forward surpluses and grant funding to sustain its Capital program.

Council is faced with two options, which is to:

1. Decrease Capital expenditure, ultimately reducing the works undertaken (which may mean lower staff requirements) and service quality; or
2. Increase revenue by building on the Rate revenue base to take advantage from future compounding.

As the population of Beverley increases, service demands will also increase and therefore the need to upgrade and maintain fixed assets will also increase.

Under the Integrated Planning Framework, forward forecasting in the Shire of Beverley's 10 Year Long Term Financial Plan allows an annual rate increase of 6%.

The proposed 6% increase in Rate in the Dollar values and minimums (with a comparison to 2013/14 figures) are as follows:

	<u>2013/14</u>	<u>2014/15</u>
Gross Rental Value	\$0.095318	\$0.101037
Gross Rental Value Minimum	\$697.00	\$739.00
Unimproved Value	\$0.008136	\$0.008659
Unimproved Value Minimum	\$697.00	\$739.00

Please note that a percentage increase in total Rate revenue does not translate to the same percentage increase in the rate-in-dollar amount. This is due to changes in UV and GRV valuations which are affected by a number of factors throughout the year including revaluations by the Valuer General (Landgate), land amalgamations and subdivisions and changes to minimum rates will also change the number of properties which attract the minimum rate and therefore alter the number of UV and GRV properties which make up the total valuation pool.

A 1% increase in Rates translates to a ~\$24,855 increase in revenue.

STATUTORY ENVIRONMENT

Section 6.32 of the Local Government Act 1995, in reference to Rates and service charges, provides that:

- (1) When adopting the annual budget, a local government —
 - (a) in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either —
 - (i) uniformly; or
 - (ii) differentially; and
 - (b) may impose* on rateable land within its district —
 - (i) a specified area rate; or
 - (ii) a minimum payment; and
 - (c) may impose* a service charge on land within its district.

* Absolute majority required.

- (2) Where a local government resolves to impose a rate it is required to —
 - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
 - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

Section 6.34 of the Act provides that unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

Section 6.35 of the Act provides:

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or
 - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
 - (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
 - (a) to land rated on gross rental value;
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

Section 6.45 of the Act provides options for payment of rates or service charges (instalments) as follows:

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
 - (a) 4 equal or nearly equal instalments; or

- (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
 - (a) by a single payment; or
 - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.
- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.
- (4) Regulations may —
 - (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
 - (b) prescribe circumstances in which payments may or may not be made by instalments; and
 - (c) prohibit or regulate any matters relating to payments by instalments; and
 - (d) provide for the time when, and manner in which, instalments are to be paid; and
 - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and
 - (f) provide for any other matter relating to the payment of rates or service charges.

Section 6.46 of the Act allows for the discounting of rates providing, subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may, when imposing a rate or service charge, resolve* to grant a discount or other incentive for the early payment of any rate or service charge.

* Absolute majority required.

Section 6.47 of the Act provides that subject to the Rates and Charges (Rebates and Deferments) Act, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

Section 6.51 of the Act provides that interest on overdue rates or service charges may be applied to rates as follows;

- (1) A local government may at the time of imposing a rate or service charge resolve* to impose interest (at the rate set in its annual budget) on —
 - (a) a rate or service charge (or any instalment of a rate or service charge); and
 - (b) any costs of proceedings to recover any such charge, that remains unpaid after becoming due and payable.

* Absolute majority required.

Regulation 19A of the Local Government (Financial Management) Regulations 1996 prescribes that the maximum rate of interest to be imposed under section 6.13(1) is 11%.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommends to Council:

1. In accordance with s6.32 of the Local Government Act 1995 the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2015 be as follows:

Gross Rental Value	\$0.101037
Gross Rental Value Minimum	\$739.00
Unimproved Value	\$0.008659
Unimproved Value Minimum	\$739.00

2. In accordance with s6.46 of the Local Government Act 1995, a 10% rate discount be allowed for rates paid in full within thirty five (35) days of the service of rates notice, **4 August 2014**.
3. In accordance with s6.51 of the Local Government Act 1995, an 11% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.
4. In accordance with s6.45 of the Local Government Act 1995, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.
5. That in accordance with s6.50 of the Local Government Act 1995, the due dates of instalments under the formal rate instalment program be;
1st Instalment **8 September 2014**
2nd Instalment **10 November 2014**
3rd Instalment **12 January 2015**
4th Instalment **9 March 2015**

COMMITTEE RESOLUTION

MCS4/0714

Moved Cr Pepper

Seconded Cr White

That the Corporate Strategy Committee recommends to Council:

1. In accordance with s6.32 of the Local Government Act 1995 the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2015 be as follows:

Gross Rental Value	\$0.101037
Gross Rental Value Minimum	\$739.00
Unimproved Value	\$0.008659
Unimproved Value Minimum	\$739.00

2. In accordance with s6.46 of the Local Government Act 1995, a 10% rate discount be allowed for rates paid in full within thirty five (35) days of the service of rates notice, **4 August 2014**.
3. In accordance with s6.51 of the Local Government Act 1995, an 11% interest charge per annum be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.
4. In accordance with s6.45 of the Local Government Act 1995, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.
5. That in accordance with s6.50 of the Local Government Act 1995, the due dates of instalments under the formal rate instalment program be;
1st Instalment **8 September 2014**
2nd Instalment **10 November 2014**
3rd Instalment **12 January 2015**
4th Instalment **9 March 2015**

CARRIED 5/2

5.4 Draft 2014/15 Budget

SUBMISSION TO: Corporate Strategy Committee Meeting 11 July 2014
REPORT DATE: 25 June 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft 2014/15 Budget Document (under separate cover)

SUMMARY

The Corporate Strategy Committee to consider recommending to Council that the draft 2014/15 Budget be adopted.

BACKGROUND

The Local Government Act 1995, provides that a local government must, not later than 31 August in each financial year, or such extended time as the Minister allows, prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

2014/15 Budget preparation has been underway since February 2014, following the Annual Road inspection, with periodical meetings of Council Committees being held to determine the Capital Purchase Program for 2014/15.

COMMENT

The draft 2014/15 Budget presented shows the detailed workings of Council's Operational and Capital programmes incorporating a rate increase of 6%.

The documents presented include:

- Detailed Line Item Breakdown;
- Rate Models (ranging from nil increase to 6%);
- Salaries and Wages;
- Capital projects (Purchase and Disposal);
- Reserve Fund Summary;
- Loan Maintenance Summary; and
- Detailed Property Maintenance Report.

As presented the draft 2014/15 Budget is in deficit by \$579,253.

Consequently, to balance the bottom line an increase in revenue (through a further rate increase or reserve transfer), a decrease in expenditure (cut to discretionary spending) or a mix of both is required.

A Cut List outlining cash items that can be carried over to subsequent years has been included to make the process easier.

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act provides that:

- (1) Not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for principal activities accepted by a local government under section 5.58 and to prepare a detailed estimate for the current year of –
 - a. the expenditure by the local government;
 - b. the revenue and income, independent of general rates, of the local government; and
 - c. the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.

- (3) For the purposes of subsections (2) (a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate –
 - a. Particulars of the estimated expenditure proposed to be incurred by the local government
 - b. Detailed information relating to the rates and service charges which will apply to land within the district including –
 - i. the amount it is estimated will be yielded by the general rate; and
 - ii. the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - c. the fees and charges proposed to be imposed by the local government;
 - d. the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
 - e. details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
 - f. particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - g. such other matters as are prescribed.
- (5) Regulations may provide for –
 - a. The form of the annual budget;
 - b. The contents of the annual budget; and
 - c. The information to be contained in or to accompany the annual budget.

Section 6.11 of the Act provides:

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
 - (a) changes the purpose of a reserve account; or
 - (b) uses the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use.
- (3) A local government is not required to give local public notice under subsection (2) —
 - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
 - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Section 6.32. of the Act in reference to Rates and service charges, provides that:

- (1) When adopting the annual budget, a local government —

- (a) in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either —
 - (i) uniformly; or
 - (ii) differentially; and
- (b) may impose* on rateable land within its district —
 - (i) a specified area rate; or
 - (ii) a minimum payment; and
- (c) may impose* a service charge on land within its district.

* Absolute majority required.

- (2) Where a local government resolves to impose a rate it is required to —
 - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
 - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

Section 6.34 of the Act provides that unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

Regulation 32 of the Local Government (Financial Management) Regulations provides that a local government may exclude from the calculation of the budget deficiency (6.2(3)) —

- (a) money borrowed or to be borrowed, to the extent that it is proposed in the annual budget to remain unspent at the end of the financial year;
- (b) reserves, to the extent that they are proposed in the annual budget to remain unspent at the end of the financial year;
- (c) in relation to a land transaction or trading undertaking, assets and liabilities, to the extent to which they are proposed in the annual budget to remain restricted to the purposes of the land transaction or trading undertaking at the end of the financial year;
- (d) any proposed amounts of depreciation of non-current assets;
- (e) assets from grants or gifts or non-cash revenue or expenditure;
- (f) current liabilities which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain uncleared at the end of the financial year; and
- (g) any other current assets which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain unused at the end of the financial year.

Section 6.35 of the Act provides:

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or

- (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
 - (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
 - (a) to land rated on gross rental value;
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

FINANCIAL IMPLICATIONS

2014/15 Budget

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommend to Council that the balanced draft 2014/15 Budget be adopted.

COMMITTEE RESOLUTION

MCS5/0714

Moved Cr Buckland

Seconded Cr Davis

That the Corporate Strategy Committee recommend to Council that the balanced draft 2014/15 Budget be adopted.

CARRIED 7/0

6. NEW BUSINESS ARISING BY ORDER OF THE MEETING

New Business of an urgent matter only arising by order of the meeting.

7. CLOSURE

The Chairman declared the meeting closed at 11:55am

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

PRESIDING MEMBER:

DATE:

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Strategy Committee Meeting held Friday 11 July 2014 be confirmed.

COUNCIL RESOLUTION

M2/0714

Moved Cr White

Seconded Cr Buckland

That the Minutes of the Corporate Strategy Committee Meeting held Friday 11 July 2014 be received.

CARRIED 7/0

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 Initial Adoption of a Draft Policy - Stocking Rates

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 9 July 2014
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0219
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Draft Stocking Rates Policy

SUMMARY

It is proposed to initially adopt a Draft Planning Policy (Stocking Rates Policy), pursuant to Clause 7.6.2 of the Shire of Beverley Town Planning Scheme No. 2. The initial adoption of the Draft Policy will be recommended for approval.

BACKGROUND

The recently approved and Gazetted Amendment 21 to Shire of Beverley Town Planning Scheme No 2 (TPS 2), reads as follows:

‘4.16 RURAL PURSUIT

- 4.16.1 Notwithstanding anything contained in the Zoning Table, the Council may grant consent for a Rural Pursuit use within areas coded R2, R2.5 and R5 of the Residential zone.*
- 4.16.2 In considering any application for planning approval for a Rural Pursuit, the Council shall have regard to any relevant livestock stocking rate guidance of the State department responsible for agriculture and any livestock stocking rate policy adopted by the Shire in order to preserve vegetation and amenity of the site and locality.*
- 4.16.3 In considering any application for planning approval for a Rural Pursuit, the Council shall have regard to any relevant separation distance guidance of the State departments responsible for health and for environment in order to preserve the amenity of the locality.’*

COMMENT

To give effect towards the implementation of Amendment 21 as quoted above, the Draft Stocking Rates Policy is presented herewith for Council's consideration, before commencing to advertising.

Comprehensive consultation with the WA Department of Agriculture and Food (AGWA) was had regarding the general approach and scientific validity of the Draft Stocking Rates Policy, and its applicability to the Beverley subject area.

The basis for the policy is taken from the *Stocking Rates Guidelines for Rural Small Holdings* (WA Department of Agriculture and Food, 2000). The Draft Policy introduces *Base Stocking Rates* and *Animal Equivalents* as quoted in Clause 5.2 of the Draft Policy.

Stocking Rates are defined as the number of stock, e.g. sheep, cattle, horses, etc. that can consistently be kept on a piece of pasture all year round with minor additional feed and without causing environmental degradation. Stocking rates are

shown as Dry Sheep Equivalents (DSE) which are the number of adult sheep (wethers) that can be sustained on each hectare all year round.

In consultation with AGWA the Base Stocking Rate for the Beverley area, taking into consideration annual average rainfall and length of the growing season, was determined to be 5 DSE per hectare.

In table 1 in the Draft Policy a list is given of Animal Equivalents for the purposes of calculating the Stocking Rate.

Clause 5.3 and figure 1 proposes a method to calculate the maximum DSE for a sample property.

The Draft Policy makes provision for a Property Management Plan to be submitted as part of an Application for Planning Approval, should the Base Stocking Rate for any property be exceeded by a development proposal.

STATUTORY ENVIRONMENT

Council has the power to make Town Planning Scheme policies under Clause 7.6 of the Shire of Beverley's Town Planning Scheme No. 2.

FINANCIAL IMPLICATIONS

Council will be required to pay the required advertising costs.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

The outcome of this exercise will result in a new Stocking Rates Policy.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to initially adopt the Draft Stocking Rates Policy and proceed to advertising pursuant to Clause 7.6.2 of the Shire of Beverley Town Planning Scheme No 2.

COUNCIL RESOLUTION

M3/0714

Moved Cr Murray

Seconded Cr Buckland

That Council resolve to initially adopt the Draft Stocking Rates Policy and proceed to advertising pursuant to Clause 7.6.2 of the Shire of Beverley Town Planning Scheme No 2.

CARRIED 7/0

Attachment 9.1 – Stocking Rates Policy

Shire of Beverley

Stocking Rates Policy

1. PURPOSE

The purpose of this policy is to provide a guide for the assessment and determination of applications for Planning Approval involving the keeping of livestock on properties within the Shire of Beverley.

2. OBJECTIVES

The objectives of the policy are to:

- Ensure that livestock keeping is undertaken in a sustainable manner;
- Ensure that the keeping of livestock does not have a significant negative impact on the natural environment;
- Ensure that the keeping of livestock does not impact detrimentally on the amenity of adjoining landowners.

3. BACKGROUND

The Shire of Beverley Council investigated avenues to accommodate '*Rural Pursuit*' land uses, with Council's consent, within certain precincts in the Shire of Beverley, and as a result initiated an Amendment to the Town Planning Scheme (Amendment 21 to Shire of Beverley Town Planning Scheme No. 2).

As a result of their size, certain types of properties necessarily invite rural lifestyle and associated land uses inclusive of low key stabling and training of horses, rearing and agistment of animals, etc. An assessment of the typical land use in the subject area could be described as befitting the definition of a '*Rural Pursuit*' as per the Shire of Beverley Town Planning Scheme No. 2.

The Shire recognises that the majority of landowners manage their properties in a sustainable manner, however, the keeping of livestock on smaller properties requires a higher level of management than broad acre farming due to the higher density of animals and closer proximity of neighbouring landowners which results in a higher potential for both environmental and amenity impacts. The Shire recognises that unsustainable land management practices often lead to land degradation problems such as soil erosion, dust nuisance, odour, water pollution and damage to vegetation.

Attachment 9.1 – Stocking Rates Policy

This *Stocking Rates Policy* endeavours to guide Council when considering applications for planning approval when livestock is going to be kept, as part of a *Rural Pursuit* Land Use, on properties in the subject precincts. It also enables Council to appropriately condition planning approvals for '*Rural Pursuit*' land uses, so as to protect the amenity of the locality.

4. APPLICATION OF POLICY

The policy is applicable to all land zoned Residential R2, R2.5, R5, Rural Residential and Rural Smallholding, within the Shire of Beverley where Council's discretion is required for a '*Rural Pursuit*' land use (the keeping of livestock) in terms of the Shire of Beverley Town Planning Scheme No. 2, or its successor in title.

5. BASIS FOR POLICY

The Stocking Rates Guidelines of the Department of Agriculture and Food of Western Australia (*Stocking Rate Guidelines for Rural Small Holdings, 2000*), have been used as the basis for this policy. These guidelines provide a scientifically sound and practical means by which the appropriate stocking rate for land within the subject area can be determined, and provide guidelines for the assessment of applications for the stocking of land.

5.1 STOCKING RATES

Stocking rates are the number of stock, e.g. sheep, cattle, horses, emus or other type of animal that can consistently be kept on a piece of pasture all year round with minor additional feed and without causing environmental degradation. Environmental degradation can include wind and water erosion, tree decline, increasing levels of nutrients in groundwater and waterways, the spread of weeds into adjoining bushland and soil structure decline. Stocking rates are shown as Dry Sheep Equivalents (DSE) which are the number of adult sheep (wethers) that can be sustained on each hectare all year round. Stocking rates are largely based on the amount of pasture that each particular type of animal will consume, but are also influenced by feeding patterns, animal weight, foot structure and activity.

5.2 BASE STOCKING RATE & ANIMAL EQUIVALENTS

The base stocking rate is the number of DSE that would apply to a property with the lowest level of pasture management in an average year.

The recommended base stocking rate should:

- Provide enough feed to maintain animals in good condition;
- Avoid soil erosion by providing enough pasture cover to protect the soil throughout the year (at least 30% ground cover – hay, sawdust, etc.);
- Be sustainable through average years.

Attachment 9.1 – Stocking Rates Policy

In consultation with the *Department of Agriculture and Food of Western Australia*, a Base Stocking Rate for the Shire of Beverley has been determined to be **5 DSE**. This Base Stocking Rate has been determined taking due cognisance of amongst others the annual average rainfall and length of the growing season.

Table 1. Animal equivalents for the calculation of stocking rates

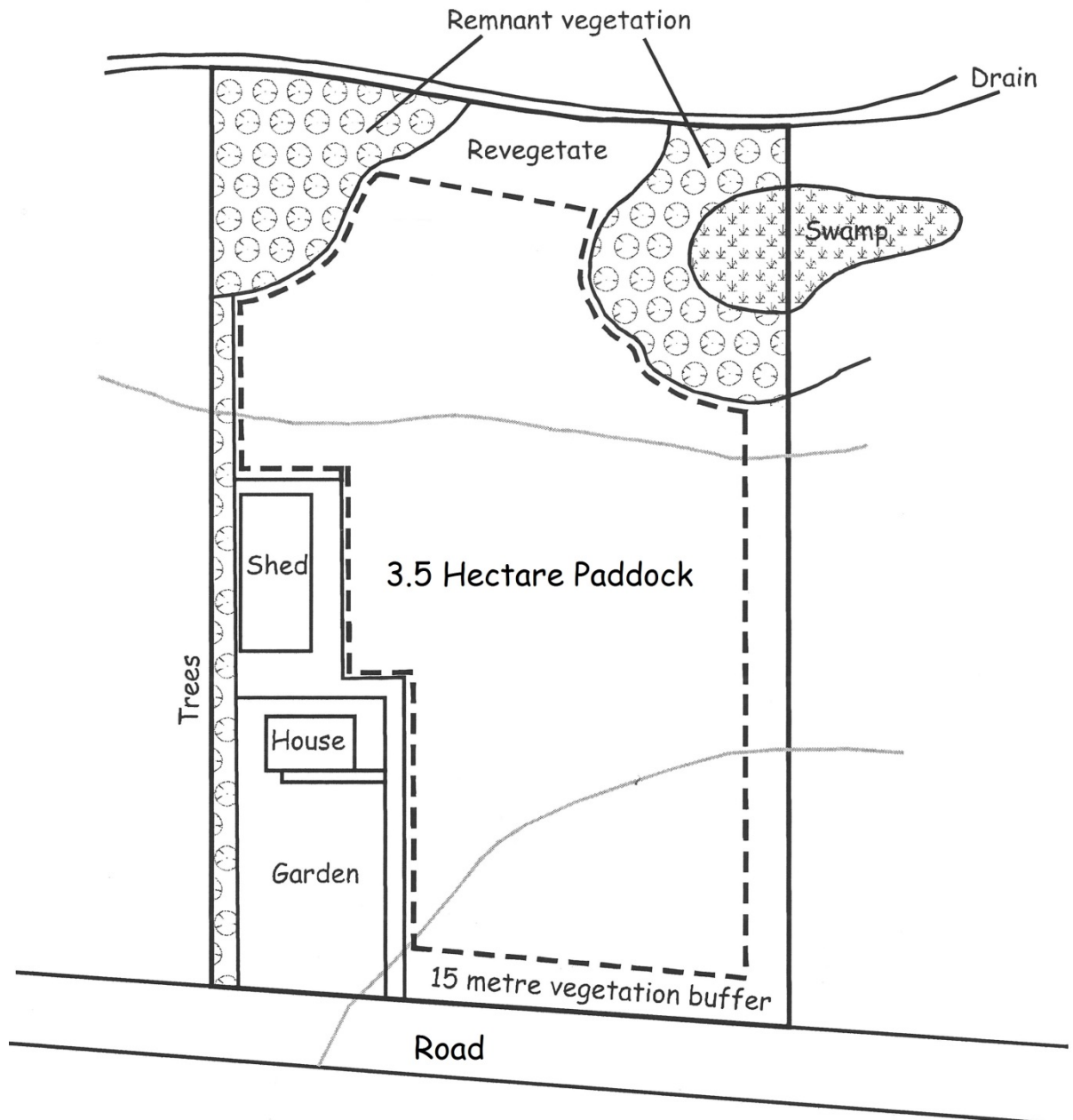
Type of livestock Weight (kg) and animal type	Dry Sheep Equivalent (DSE)
Sheep	
50 kg Wether, ewe	1.0
40-45 kg Lambing ewe (ewe and lamb)	1.5
75 kg Rams	1.5
Cattle	
425 kg Milking cow	10.0
425 kg Dry cows, yearling, steer or heifer	8.0
300 kg Yearling, heifer	6.0
200 kg Smaller cattle (Dexter, Lowline)	4.0
750 kg Bull, cow with calf	15.0
Cow with young calf	10.0
Horses	
450 kg Light	10.0
1000 kg Draught	20.0
250 kg Pony	5.0
Goats	
30-35 kg Dry Angora	0.7
35-40 kg Cashmere goat	1.0
50-60 kg Dry milk goat	1.5
Milking goat	2.0
Deer	
120 kg Red deer	2.2
50 kg Fallow deer	1.0
Other	
55-120 kg Ostrich average (assumes half introduced feed)	1.4
55 kg Emu average (assumes half introduced feed)	0.7
150-210 kg Llama	3.0
60-70 kg Alpaca	0.8

Attachment 9.1 – Stocking Rates Policy

5.3 CALCULATION OF DSE FOR A PROPERTY

The following section describes how the DSE for a specific property can be calculated for the purposes of applying for Planning Approval for a 'Rural Pursuit' land use.

Figure 1. Example Site Plan (not to scale)



Attachment 9.1 – Stocking Rates Policy

Key Elements of example site plan – calculating the DSE for the above property:

- Parent Lot = 4.5 ha;
- Fencing the remnant vegetation, including a small swamp;
- Revegetating a 30 meter buffer to a seasonally flowing stream;
- Exclusion of house, shed, tracks and garden area (inclusive of fire break for shed and house);
- Leaves 3.5 ha of useable paddocks.

Calculated DSE:

5 DSE (Base Stocking Rate) x 3.5 ha (available paddock area) = **17.5 DSE**

6. FENCING

Appropriate fencing shall be made a Condition of Planning Approval for the keeping of livestock, with the following standards given as a guideline:

- Sheep and small stock: 5-7 strand/line ring-lock, or similar;
- Cattle: 7 strand/line with and/or electric fence as per Australian Standards;
- Horse: 7 strand/line ring-lock or similar with 'sighter' strands or electric;

7. MANAGING WIND EROSION RISK

Responsible grazing management is required, especially over summer, to maintain sufficient ground cover to reduce the risk of wind erosion. The ideal level of ground cover to minimize wind erosion is for about 50% of the soil surface to be covered by grass and pasture plant residues. At least 30% of the ground cover needs to be anchored to prevent soil being moved downwind during strong wind events. Grazing has to be managed so that it does not detach all of the pasture residues and the critical level of ground cover percentage is 30%. Once the amount of ground cover falls below 30% then wind erosion is likely to occur. Livestock should be removed from all paddocks once ground cover falls to 30%. In the case of horses, they should then be kept in a stable or small yard and hand fed plenty of hay to substitute for paddock feed. These paddocks should not be grazed again until new green pasture starts growing and ground cover is more than 30%.

8. REQUIREMENT FOR A PROPERTY MANAGEMENT PLAN

Council will only consider applications for Planning Approval for a Rural Pursuit land use in excess of the Base Stocking Rate, where applicants submit a Property Management Plan which demonstrates that pasture improvement, nutrient and waste management methods are addressed.

Attachment 9.1 – Stocking Rates Policy

Where it is proposed to keep livestock in excess of the base stocking rate, the following measures should be incorporated into the property management plan (where applicable):

- Drainage management practices that prevent direct runoff to watercourses or dams;
- Yards or pens should be sheeted with compacted soil, sand or sawdust if located on clay soils and should be regularly cleaned;
- Adequately fenced vegetation belts capable of effectively separating environmental features such as watercourses, from areas of intensive stocking;
- Manure should be regularly collected;
- Supplementary feeding as a means of reducing grazing pressure;
- Areas of remnant vegetation, wetlands and watercourses should be fenced to exclude livestock;
- Where stables or other structures are proposed to be constructed for the housing of livestock, they must be located and managed so as not to detrimentally impact on the amenity of neighbouring residences;

Further to the above, the following information is required in the Property Management Plan:

Site plan of the property drawn to scale, indicating:

- Location of pasture areas, stables and yard areas/arenas;
- Fencing (including fencing of environmentally sensitive areas);
- Watercourses, wetlands, dams and areas prone to waterlogging;
- Existing vegetation;
- Manure Storage/composting area.

A written statement shall be provided that addresses the following (where applicable):

- The number and type of stock;
- Stabling practices;
- Collection, storage and disposal of manure, including fly management and odour control;
- Nutrient management plan;
- Pasture management techniques, including type and condition of pasture, rotation of pasture;
- Fertiliser application rates;
- Irrigation;
- Dust control;
- Weed control;
- Water availability and use;
- Soil type.

Attachment 9.1 – Stocking Rates Policy

9. CONCLUSION

Where the keeping of animals results in problems due to land degradation, nutrient enrichment/leaching, animal welfare or public nuisance, Council may require further reduction in the number of stock kept on a particular property. When Planning Approval is granted, the period of planning approval might be limited, to the Shire's discretion.

9.2 Final Adoption - Outbuilding Policy

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 17 July 2014
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0219
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Altered Outbuilding Policy

SUMMARY

Council initiated an alteration to the Outbuilding Policy. It will be recommended the policy be granted final adoption.

BACKGROUND

The Shire Planner proposed an alteration to the Outbuilding Policy of Council to permit the construction of a shed on Farming zoned land without the requirement of the applicant to own a dwelling within the Shire, or having commenced construction of a dwelling in the Shire. Other minor formatting & text alterations are also proposed, as detailed in the Attachment.

COMMENT

At the 24 June 2014 Council Meeting Council resolved to initiate the Outbuilding Policy Alteration.

Notification of the proposed alterations to the Outbuilding Policy did not produce any response, and it will therefore be recommended that the altered policy be adopted.

CONSULTATION

Prior to being presented to Council for final adoption, the policy was advertised for public comment for a period of 21 days. No comments were received.

STATUTORY ENVIRONMENT

Town Planning Policies are made under Clause 7.6 of the Shire of Beverley's Town Planning Scheme No. 2.

FINANCIAL IMPLICATIONS

When a policy is granted final adoption, the policy is required to be advertised.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

The policy was altered to permit the construction of a shed on Farming zoned land without the requirement of the applicant to own a dwelling within the Shire, or having commenced construction of a dwelling in the Shire.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant final adoption for the altered Outbuilding Policy and instruct the Shire Planner to advertise the policy in compliance with Clause 7.6.2 c) of the Shire of Beverley Town Planning Scheme No. 2.

COUNCIL RESOLUTION

M4/0714

Moved Cr Davis

Seconded Cr Pepper

That Council lay the item on the table to allow for further investigation. Item to be presented at the next ordinary Council meeting.

CARRIED 7/0

Attachment 9.2 – Altered Outbuilding Policy

SHIRE OF BEVERLEY OUTBUILDINGS POLICY

1. AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

The Shire of Beverley, pursuant to Clause 7.6 of the Shire of Beverley Town Planning Scheme No.2, hereby makes this Town Planning Scheme Policy regarding Outbuildings throughout the Shire of Beverley.

This policy supersedes Council's previous Outbuildings Policy, which is hereby rescinded.

2. BACKGROUND

Under the Shire of Beverley's Town Planning Scheme No. 2 except where specifically exempt, Planning Approval is required for a shed (outbuilding) in all zones.

The Shire's Town Planning Scheme has no criteria under which an application for an outbuilding is to be determined. As such, this policy is required to give certainty as to what the Council may approve.

3. OBJECTIVES OF THE POLICY

The primary objectives are to:

- Provide certainty for landowners of the building requirements within the Shire by ensuring that all development issues are considered when applying for Planning Approval and that the Rural Nature of the Shire is maintained;
- To limit the impact of outbuildings by specifying such things as maximum areas and height, location, material colour, landscaping and the like;
- To adequately screen large buildings so as to not destroy the rural ambience and setting, to achieve and maintain a high level of rural amenity;
- To allow sufficient scope for the siting of buildings sympathetic with landscape features, distant from neighbouring properties and important roads;
- To ensure outbuildings are not used as de-facto dwellings; and
- To manage the siting and appearance of Sea Containers as Outbuildings in order to protect the amenity and character of the locality.

4. APPLICATION OF THE POLICY

This policy applies to all land situated within the following zones as designated under the Town Planning Scheme:

- Residential;
- Rural Residential;
- **Rural Smallholding;**
- Rural Townsite; and
- Farming.

Attachment 9.2 – Altered Outbuilding Policy

This policy does not relate to land zoned ‘Town Centre’, ‘Industrial’ or ‘Light Industry’, where all applications for structures incidental to a commercial or industrial use will be considered at an Ordinary Meeting of Council.

5. DETERMINATION

Council’s Town Planning Scheme No.2 requires Council give its discretionary consent to sheds on all zoned land within the Shire. All applications for the construction of sheds and other outbuildings will be assessed against this policy prior to a decision being made under the provisions of the Scheme.

In determining the application, Council may:

- Approve the application with or without conditions; or
- Refuse the application.

Information to be supplied with application for planning approval

Application for the construction of an outbuilding under this policy is to be made by completion of an Application for Planning Approval form, signed by the owner(s) of the land. To enable timely determination of the application, the following information shall be provided:

- Purpose of the outbuilding, such as private workshop, storage shed, etc.
- Area of outbuilding in square metres;
- Height of outbuilding from natural ground level to the top of the wall, or bottom of eave, as appropriate;
- Height of roof ridge (or highest point of the roof) from natural ground level;
- Details on the cladding material to be used for roof and walls, including colour;
- A scaled site plan of the property showing distance of the proposed outbuilding from property boundaries, existing structures and effluent disposal systems;
- An Elevation sketch of the front and sides of the outbuilding, showing height of the wall and roof ridge from natural ground level;
- Details of any trees to be removed to allow construction of the outbuilding; and
- Any other information Council may reasonably require to enable the Application for Planning Approval to be determined.

6. SEA CONTAINERS

The use of Sea Containers as Outbuildings within the Shire is regarded as development and will require Planning Approval.

Attachment 9.2 – Altered Outbuilding Policy

Pending Planning Approval, Sea Containers may be used as Outbuildings subject to the following requirements:

- The container shall be located to the rear of the lot and shall be screened from the street/road;
- The container shall be located within normal building setbacks; The container shall be painted to match the colour of the buildings on the lot;
- The container may only be used as an outbuilding and not for ancillary accommodation;
- The container shall not be located over septic tanks, leach drains or other utilities;
- The container shall be landscaped to screen it from neighbours; and
- If the container falls into disrepair or become unsightly the Shire shall require it's removal.

Temporary use of a Sea Container on building sites as an office or storage unit is permissible, subject to application to and approval of Council. Council delegate authority to the CEO to approve temporary use on building sites. Approval extends for the period of construction of the building period only, and the sea container shall be removed within 14 days of completion of the building.

7. GENERAL NOTES

- 7.1 Outbuildings that comply with all of the criteria corresponding to the relevant zone in Table 1 of this Policy may be approved subject to compliance with other relevant clauses of this Policy, as set out below.
- 7.2 Outbuildings that do not comply with all of the criteria corresponding to the relevant zone in Table 1 of this Policy will be referred to Council.
- 7.3 Ablution facilities within outbuildings shall not be approved unless the outbuilding is associated with an existing or substantially commenced dwelling to reduce any occurrence of the outbuilding becoming a de-facto house. If the outbuilding is used in association with a commercial business, ablution facilities may be permitted.
- 7.4 Setbacks to lot boundaries shall be in accordance with the Shire of Beverley Town Planning Scheme No.2 and the Residential Design Codes, where applicable.
- 7.5 Under this policy "Sheds" are defined as outbuildings with a floor area greater than 15m². Outbuildings with a floor area of 15m² or less do not require Planning Approval.
- 7.6 Planning Approval is required for all outbuildings located within 75 metres of a road boundary on Farming zoned lots.

Attachment 9.2 – Altered Outbuilding Policy

7.7 The construction of an outbuilding on vacant land within the Residential, Rural Residential, **Rural Smallholding** and Rural Townsite Zones will not be permitted without an application for the construction of a residence having been approved and construction having commenced.

~~8. In the Farming zone Planning Approval is required, where the applicant does not own, or is in the process of constructing, a dwelling within the Shire of Beverley.~~

~~9. No Planning Approval is required for outbuildings on a Farming zoned lot above 10 hectares in area, provided the only variation to the provisions of this policy and the Shire's Town Planning Scheme, is the provision of ablution facilities in the proposed outbuilding and the applicant owns a dwelling within the Shire of Beverley.~~

Attachment 9.2 – Altered Outbuilding Policy

TABLE 1

Zone	Criteria				Design / Location
	Maximum Total area of all outbuildings on the lot (m ²)	Maximum individual area of proposed outbuilding (m ²)	Maximum Wall height (m)	Maximum Roof height (m)	
Residential R10 and above	75	75	3.0	4.0	Where the outbuilding: (a) <i>Is not closer to the primary street alignment than 50% of the required setback for the relevant density coding specified in Table 1 of the R-Codes;</i> (b) <i>Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and</i> (c) <i>Is not constructed prior to the commencement of construction of a residence.</i>
Residential below R10	100	75	3.0	4.0	
Rural Residential; Rural Smallholdings & Rural Townsite	200	150	3.0	4.0	Where: (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (b) <i>Is not constructed prior to the commencement of construction of a residence</i>
Farming below 1 hectare	100	75	3.0	4.0	Where: (a) <i>Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and</i> (b) <i>Is not constructed prior to the commencement of construction of a residence.</i>
Farming between 1 – 10 hectares	200	150	3.0	4.0	Where: (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (b) <i>Is not constructed prior to the commencement of construction of a residence</i>
Farming above 10 hectares	NA	1,000	8	9	Outbuildings within 75 metres of a road boundary are to be constructed of Colorbond, masonry or similar approved material (excludes zincalume)

9.3 Development Application - Outbuilding 57 (Lot 1652) Richardson Street

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: Joy Patricia Smith
FILE REFERENCE: RIC 51450
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Application Letter, Map, Site and Elevation Plan, Photos

SUMMARY

An application has been received to construct an Outbuilding (enclosed garage for cars), in extent 165 m² at 57 (Lot 1652) Richardson Street, Beverley. It will be recommended the application be approved.

BACKGROUND

In terms of the Shire's Outbuilding Policy, the maximum individual area of any outbuilding in the residential zone (coded R 2.5) shall be 75 m², and the maximum total area of all outbuildings on the lot shall not exceed 100 m². The proposed outbuilding is to be 165 m² in extent (please refer to site plan).

The subject site is located at no. 57 (Lot 1652) Richardson Street, Beverley, is 6,131 m² in extent and zoned Residential R 2.5. It contains an existing dwelling.

COMMENT

When considering the proposed increased size of the development proposal beyond the parameters as set by the Outbuilding Policy, Shire Staff is of the opinion that the following aspects of the development should be taken into consideration:

- a) The specific siting of the Outbuilding on the property;
- b) The general character of the immediate area;
- c) The use of landscaping features to screen the development;
- d) The size of the subject property.

It is the opinion that the proposed siting of the Outbuilding at the subject property is such that it will not have any negative impact on the amenity of the surrounding area. The existing landscaping on neighbouring properties will effectively screen the development so as to mitigate any negative impact that the proposed development might have. It is considered that the proposed development will be in pace with the character of the area.

Given the above site specific considerations and the substantial size of the property it is not anticipated that the granting of Planning Approval for this application will create an undesirable precedent.

The proposal complies with other aspects of the outbuilding policy.

CONSULTATION

Consultation was had by the applicant with an affected neighbour, and a 'no objection' response was recorded on the site plan (attached hereto).

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for an Outbuilding (Garage) at 57 (Lot 1652) Richardson 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. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.
4. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

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.

COUNCIL RESOLUTION

M5/0714

Moved Cr Murray

Seconded Cr Davis

That Council resolve to grant planning approval for an Outbuilding (Garage) at 57 (Lot 1652) Richardson 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. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.**
- 4. The outbuilding shall not be used for human habitation, commercial or industrial purposes.**

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.**

CARRIED 7/0

Attachment 9.3 – Outbuilding Application

8/7/2014

To Whom It May Concern.

In support of my application for a shed which exceeds 15sq. m. I submit the following.

Our classic car collection (see enclosed photos) consists of US. muscle cars from 70's and 80's. The average value of these cars is around \$30,000.

We therefore need a dry, secure storage area away from prying eyes.

Part of our hobby included the restoration of these cars.

This is not a commercial enterprise and is strictly for our personal use.

Thank-you for our consideration.

Joy Smith.

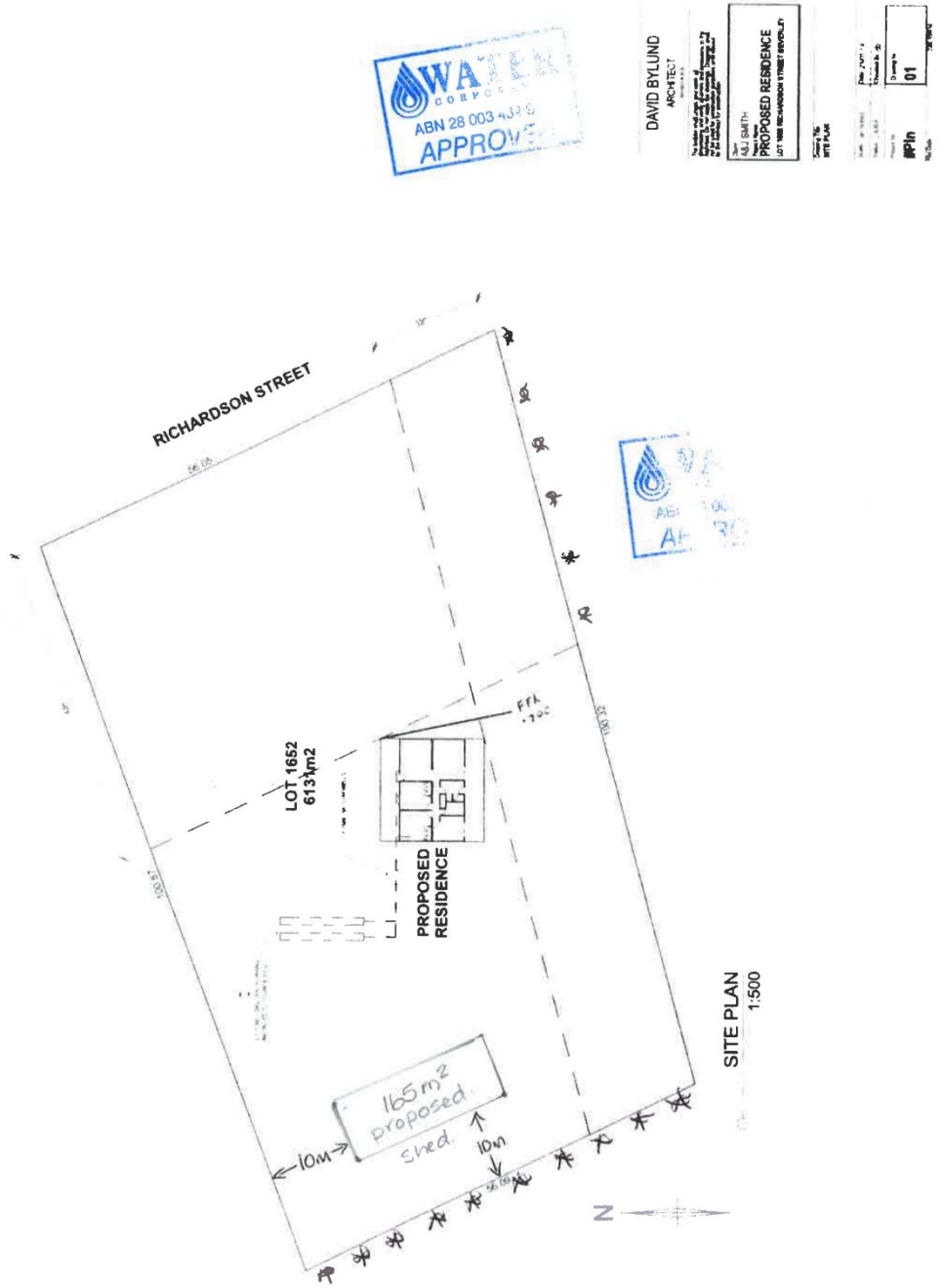
P.S. We have contacted our western neighbours who will be closest to the shed and they have no objection at all. (Don & Sylvia Nicholls) They have signed to no objection on site plan.

We own the adjacent property on northern side a 1/2 acre size.

Attachment 9.3 – Outbuilding Application



Attachment 9.3 – Outbuilding Application



I have no objection to this proposal. DON NICHOLLS.
Don Nicholls 8/9/2014
34 HARPER ST
BEVERLEY WA 6304.

☛ trees

Attachment 9.3 – Outbuilding Application

SECTION

Labels: ROOF CLADDING, 12.5° PITCH, ROOF PURLINS, ROOF TRUSS, GLUTTER, WALL GIRTS, END WALL GIRTS, COLUMNS, GL., CONC. PAD, FOOTINGS, END GIRTS.

Dimensions: 57' (4m max. COL. CTS.), 57' (4m max. COL. CTS.), 57' (4m max. COL. CTS.).

FRONT ELEVATION

Labels: SELECTED WALL CLADDING.

SIDE ELEVATION

Labels: SELECTED WALL CLADDING, SLIDING DOOR, SOULIE BERGES TO ONE END & BY EACH SIDE.

Specifications:

FOOTINGS SLAB - MIN. 400x400x450mm deep concrete pad footings Suitable for class 1/1 (AS 2870)

COLUMNS Maximum height: 3.0m to 3.6m, 3.6m to 4.2m

TRUSSES 50x50x3mm SHS, 75x75x2.3mm SHS, 125x75x2.5mm SHS, 50x50x3mm SHS x 300mm long welded to columns

PURLINS/GIRTS Maximum span 4.0m, Maximum span 3.0m

CLADDING Minimum 0.47% Tin

NOTES
All wall and roof cladding to be fixed in accordance with the manufacturer's specifications
Bracing and bracing to be fixed in accordance with the relevant Australian Standards
Purlins to be bolted to Truss 6x6x60mm slots fully welded to columns with 2 nos. M12 MS bolts
Garage door to be fixed in accordance with the manufacturer's specifications
Square line gutters used; riveted, silicone sealed and strapped at 1200mm max. c/s.
Rainwater pipes installed as required

Structural Engineer - John Colley (CP Eng)
Phone: (08) 9274 1190

Design Wind Speed 41 MPS
Importance Factor 0.9
Terrain Category 2

Proposed garage/shed: *SHED*
For Site address: *31 AVALON ST*

Approximate external dimensions of structure:
(a) Wall height: 3.9m
(b) Ridge height: 4.2m
(c) Length: 28m
(d) Width: 7.2m

AVALON SHEDS & STABLES
30 RUNYON ROAD, MIDVALE, WA 6056
Phone: (08) 9274 7777 Fax: (08) 9274 6809
Email: mail@avalonsheds.com.au

Attachment 9.3 – Outbuilding Application



9.4 Development Application - All Weather Shelters Lot 29705 Bremner Road

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 16 July 2014
APPLICANT: Grant Rookes – Beverley Soaring Society
FILE REFERENCE: BRE32745
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Locality Maps, Shelter Elevation Sketches and Plans

SUMMARY

An application has been received for the construction of pilot and spectator All Weather Shelters at the Beverley Airfield. The application will be recommended for approval.

BACKGROUND

The Shire has received a proposal to construct pilot and spectator All Weather Shelters at 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 hangers.

There are a number of existing hangers 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 28th 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 development applications indicates that the club is concerned proposed developments may protrude into its safety zone. Should Council approve the application, it will be recommended the prohibition of structures protruding into the safety zone be made a condition of approval.

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 necessary consent.

In the opinion of staff the visual amenity of the area should be protected through the proposed Shelters harmonising with the surrounding landscape. Therefore should Council approve the application it will be recommended the Shelters 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 the opinion of staff that the proposal will enhance an activity (gliding) 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 application may be approved under Clause 5.2 of the Shire of Beverley's Town Planning Scheme No. 2

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant Planning Approval for the construction of two All Weather Shelters 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.
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 All Weather Shelter 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. Zinalume 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.

COUNCIL RESOLUTION

M6/0714

Moved Cr Murray

Seconded Cr Davis

That Council grant Planning Approval for the construction of two All Weather Shelters 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.
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 All Weather Shelter 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. Zinalume 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 7/0

Attachment 9.4 – All Weather Shelter Application

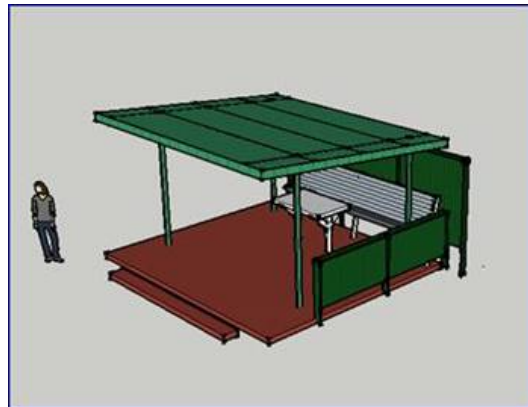
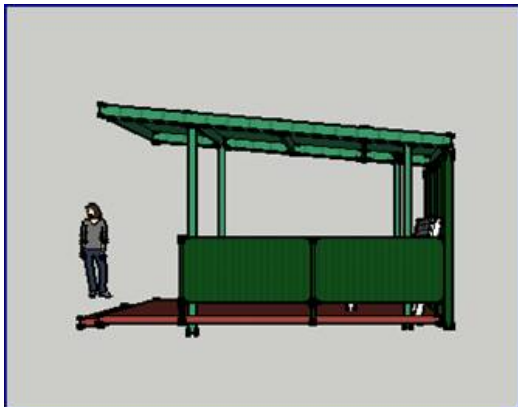
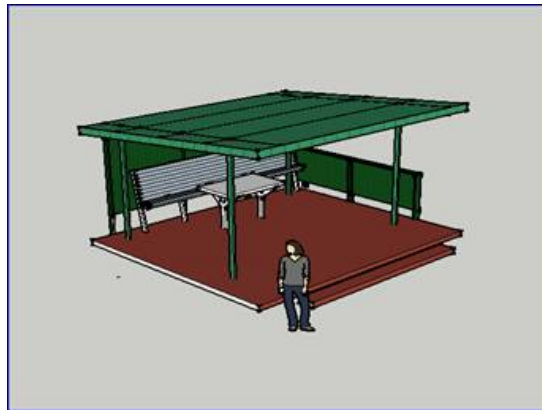
Beverley Soaring Society Airfield All Weather Shelter.

Proposed design for the Beverley Soaring Society airfield all weather shelter to be built on site at Beverley Airfield to protect pilots and visitors against the sun when waiting at the launch point to go flying.

The two locations are at the northern runway launch point and the southern launch point. These shelters would be either Galvanized or Colour bond and be 5.5 meters x 5.5 metres x 2.25 high. With a permanent wooded deck or concrete slab surface on ground level.



Northern launch point shelter location overlay between existing trees



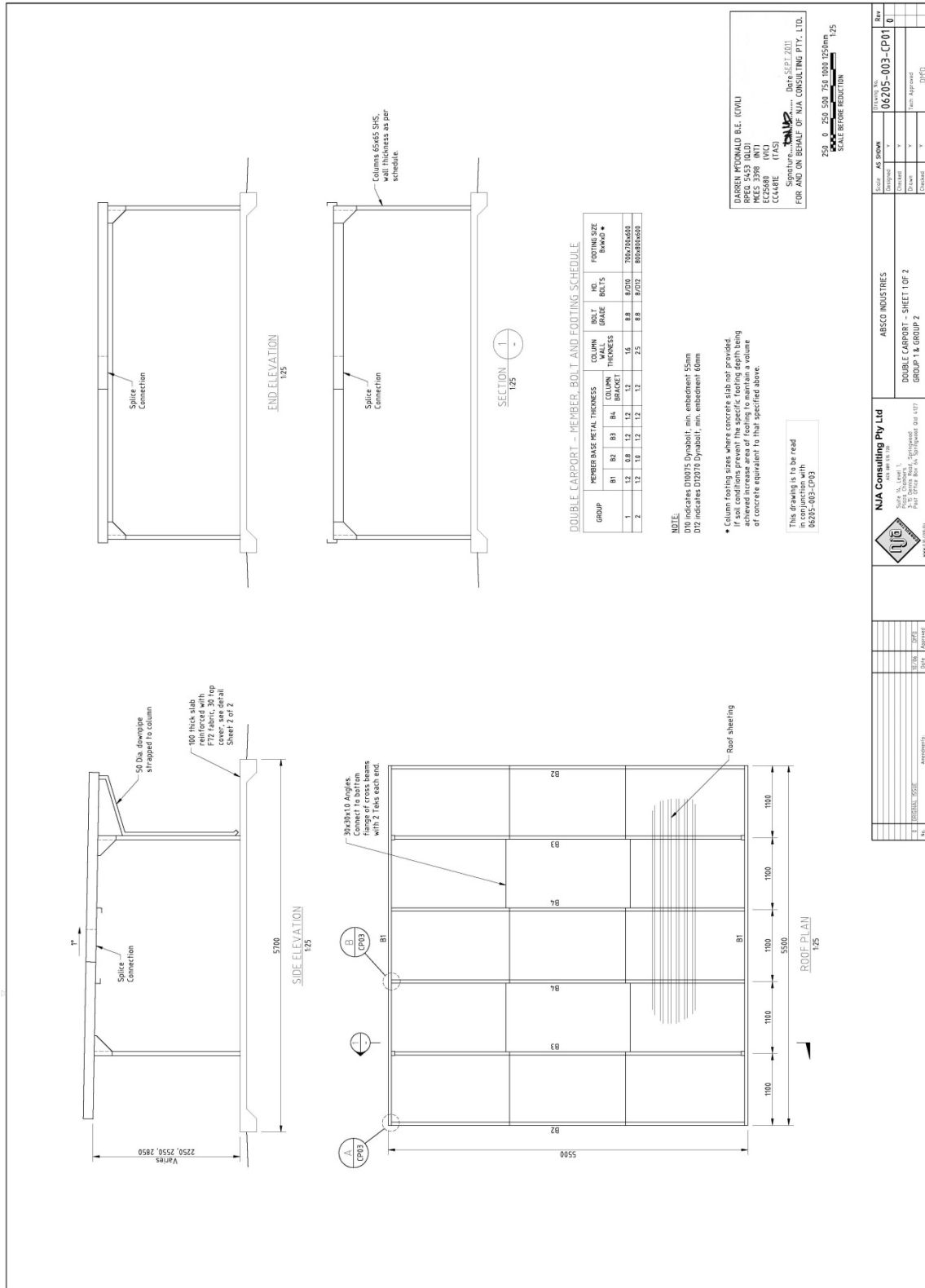
ABSCD Double Carport 5.5m(W) x 5.5m(D) x 2.25m(H) Non-Cyclonic

CLOSE X

The design is based on a factory designed and engineered two car port which is built from Galvanised steel and has a option of being supplied in Colour bond flashings and roof.

Engineering Drawings will be supplied with Building Permit application.

Attachment 9.4 – All Weather Shelter Application



Attachment 9.4 – All Weather Shelter Application

LANDGATE COPY OF ORIGINAL NOT TO SCALE Sat Jul 2 14:37:32 2011 JOB 37078361

EDIFIER	APPOINTMENT	BY	SIGNATURE	DATE	APPROVED Authorized Land Officer	DATE

DP 38700

TYPE CROWN

PURPOSE SUBDIVISION

PLAN OF LOT 29705

DISTRICT AVON FILE 3190/188V2

TOWNSITE

LOCAL AUTHORITY SHIRE OF BEVERLEY

LOCALITY BEVERLEY

FORMER TENURE
LOC 28446 DP 21226 CLT 3004/482 (M)
LOC 28447 DP 18562 CLT 3004/482 (M)

REFERENCE

SCALE: ALL DISTANCES ARE IN METRES 1:10000

SUBJECT TO SURVEY
NOT FOR ALIENATION PURPOSES

LODGED DATE 26/9/03	TYPE OF VALIDATION FULL ADJ. ✓	SURVEY FIRM DLI - Z. KRYSKIEWICZ 17.9.2003
FEE \$10	LEGAL EXPONENT	
ASSESS. NO. 10/A	CERTIFIED (SHEET) 30/	

IN ORDER FOR DEALINGS

SUBJECT TO Redemption of A32745

Department of Land Information
Government of Western Australia

DEPOSITED PLAN 38700

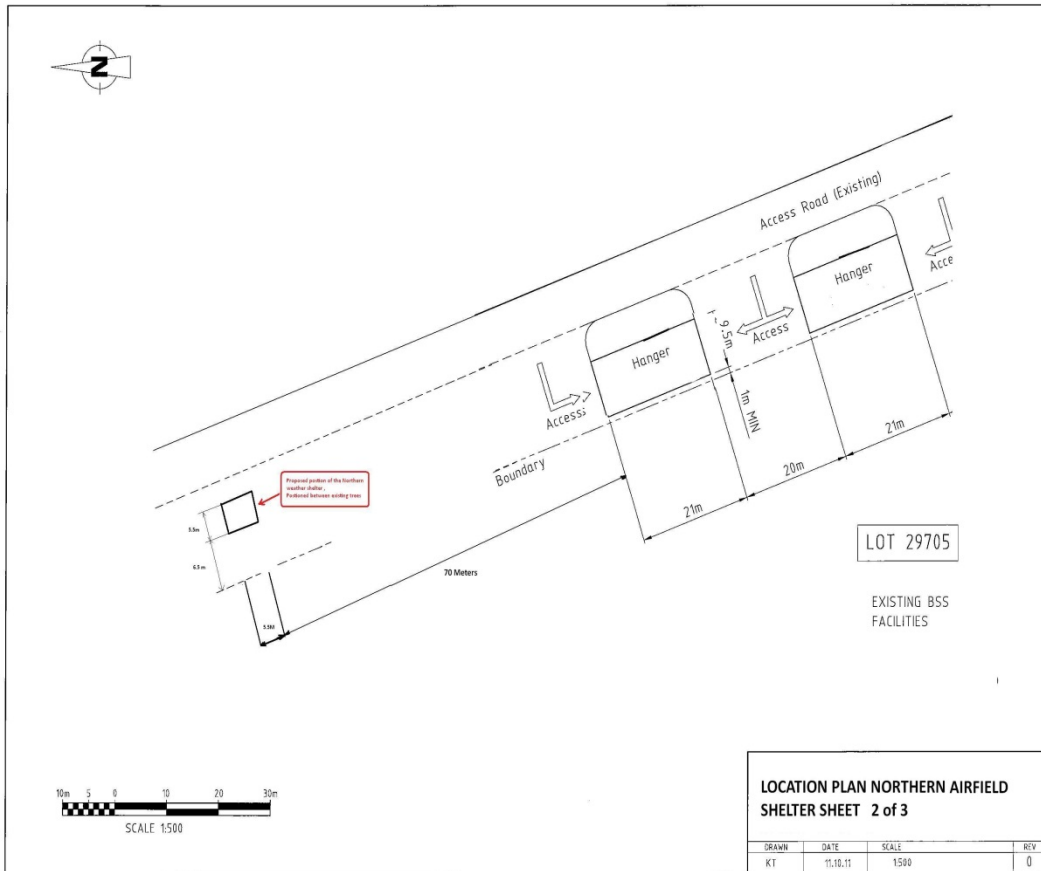
APPROVED DATE 8.10.03

AUTHORIZED LAND OFFICER DATE

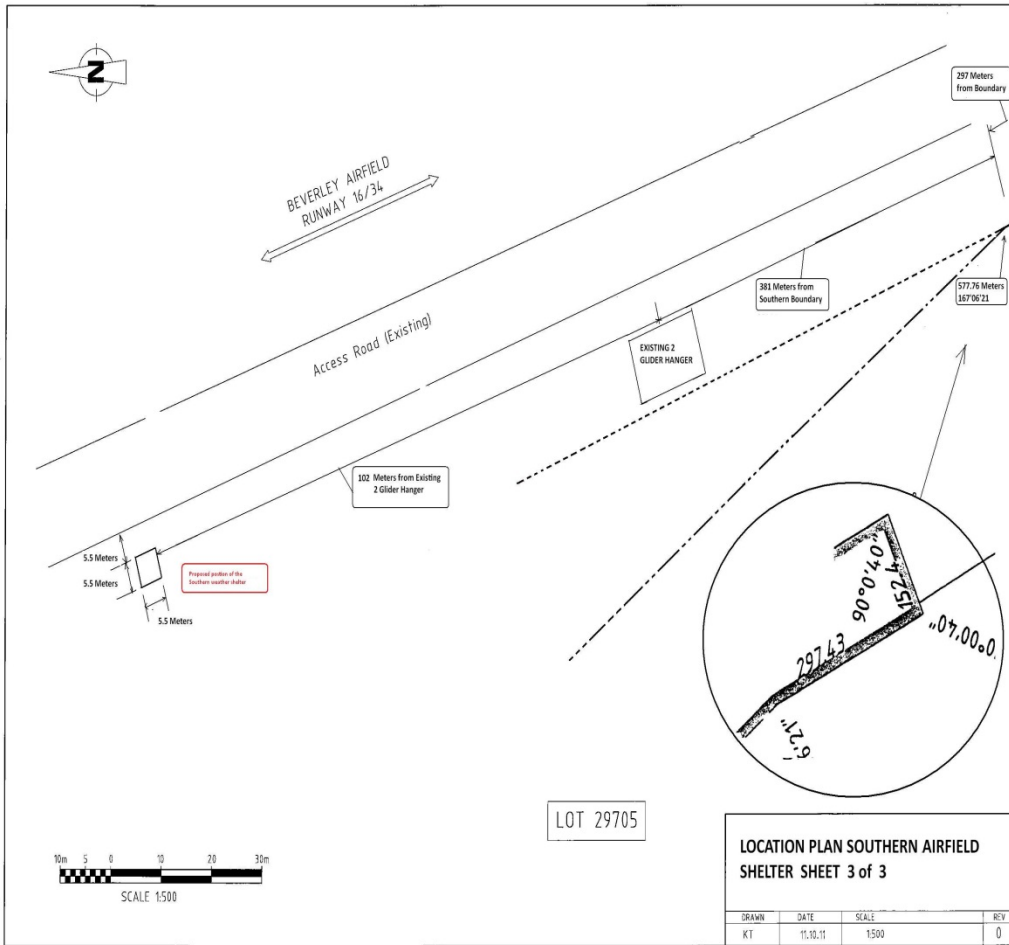
SHEET 1 OF 1
EDITION 1 VERSION 1

LOCATION PLAN FOR NORTHERN AND SOUTHERN AIRFIELD SHELTERS
SHEET 1 of 3

Attachment 9.4 – All Weather Shelter Application



Attachment 9.4 – All Weather Shelter Application



3:13pm – Stefan de Beer, Shire Planner left the meeting.

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: June 2014 Financial Reports

SUMMARY

Council to consider accepting the interim financial report for the period ending 30 June 2014.

BACKGROUND

There is a statutory requirement that the Local Government is to prepare, each month, a statement of financial activity reporting on sources and applications of its funds and to present the statement to Council.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the August 2013 Ordinary Meeting, item 11.5.

COMMENT

An interim financial report for the period ending 30 June 2014 has been provided and includes:

- Financial Activity Statement;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Supplementary information, including;
 - Road Maintenance Report; and
 - Investment of Surplus Funds Report.

Some end of year adjustments, not affecting the closing balance are still required, as is the final audit. This may see the final actual figures change.

The final actual audited statements will be presented to Council in the 2013/14 Annual Report.

STATUTORY ENVIRONMENT

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2013/14 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Investing Surplus Funds – That the Shire of Beverley only invests any surplus funds with the ANZ bank.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION

That the monthly financial report for the month of June 2014 be accepted and material variances be noted.

COUNCIL RESOLUTION

M7/0714

Moved Cr Murray

Seconded Cr Buckland

That the monthly financial report for the month of June 2014 be accepted and material variances be noted.

CARRIED 7/0

**SHIRE OF BEVERLEY
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 30 JUNE 2014**

	2013/14 ANNUAL BUDGET	2013/14 ACTUAL YTD	VARIANCE YTD	MATERIAL VARIANCES YTD
	\$	\$	\$	
OPERATING REVENUE				
General Purpose Funding	3,085,269	3,127,690	42,421	Legal Fees reimbursed \$15,342, Penalty Interest \$6,965, Interest on investments \$27,779 and Interest on Reserves \$11,890 greater than anticipated. Interim Rates (\$8,525), General Purpose Grant (\$11,242) and Road Grant (\$1,145) less than anticipated.
Governance	88,200	10,273	(77,927)	Grant funding for CCTV (\$80,000) not received.
Law, Order Public Safety	448,142	152,726	(295,416)	ESL Grant \$5,277, CESH Reimbursements \$12,714 and Cat Registrations \$3,585 greater than anticipated. Fire Tender Grant (\$318,470) not received.
Health	0	13,600	13,600	Medicare contribution to non-clinical services \$13,500 greater than anticipated.
Education and Welfare	4,500	2,850	(1,650)	
Housing	86,316	72,572	(13,744)	Shire Housing Rent received \$3,934 greater than anticipated. Shire Housing Charges (\$3,343), Hunt Rd Village Rent (\$7,519), Wright St Rent (\$5,100) and ILU Management Fees (\$1,716) less than anticipated.
Community Amenities	176,607	175,091	(1,516)	
Recreation and Culture	1,388,010	547,636	(840,374)	Community contribution to Rec Centre development \$19,000 greater than anticipated. CLGF Grants (\$785,640) and RDAF Grant (\$80,317) not received.
Transport	736,332	743,405	7,073	
Economic Services	79,000	73,985	(5,015)	
Other Property and Services	67,700	94,510	26,810	Workers Compensation reimbursements received \$28,209.
	6,160,076	5,014,338	(1,145,738)	
LESS OPERATING EXPENDITURE				
General Purpose Funding	(40,853)	(44,552)	(3,699)	Debt Collection fees (\$3,012) greater than anticipated.
Governance	(208,616)	(238,298)	(29,682)	Audit Fees (\$7,155), Consulting Fees (\$6,547), Sick Leave (\$9,191) and FBT (\$7,330) greater than anticipated.
Law, Order, Public Safety	(180,569)	(181,337)	(768)	
Health	(86,605)	(79,818)	6,787	Infant Health Building Mtce \$10,654 and Medical Practice Mtce \$5,170 less than anticipated. Doctor's Residence Mtce (\$10,450) greater than anticipated.
Education and Welfare	(52,246)	(21,212)	31,034	CRC Mtce \$11,175 and Youth Officer provision \$19,240 less than anticipated.
Housing	(223,557)	(210,477)	13,080	Hunt Rd Village Mtce \$16,860 less than anticipated.
Community Amenities	(524,453)	(489,583)	34,870	Refuse and Recycling Collection charges \$9,812 and Refuse Site Mtce \$21,037 less than anticipated.
Recreation and Culture	(1,223,740)	(1,261,765)	(38,025)	Memorial Park (\$10,584), Function & Rec Centre Mtce (\$24,214), Rec Ground Mtce (\$30,177), Depreciation expense (\$86,786) greater than anticipated. Parks & Gardens \$55,428, Donations \$9,550, Swimming Pool \$28,138, Demolition of Old Changerooms \$2,872, Gym Equipment Mtce \$2,612 and Loan 118 Interest expense \$6,661 less than anticipated.
Transport	(1,523,815)	(1,559,008)	(35,194)	Depreciation expense (\$92,444) greater than anticipated. Road Mtce \$24,474, Bridge Mtce \$18,603, Depot Mtce \$8,931 and Road Inventory Control \$3,911 less than anticipated.
Economic Services	(410,296)	(275,575)	134,720	Tourist Information Signage \$29,710 project to carry over. Avondale Mtce \$72,844, Building Surveyor \$8,955, Blarney Production \$1,914, Standpipe Mtce \$6,770 and Caravan Park Mtce \$15,803 less than anticipated.
Other Property & Services	(37,380)	(129,912)	(92,531)	PWOH and POC adjustment required.
	(4,512,130)	(4,491,537)	20,593	
<i>Increase(Decrease)</i>	1,647,946	522,801	(1,125,145)	

**SHIRE OF BEVERLEY
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 30 JUNE 2014**

	2013/14 ANNUAL BUDGET	2013/14 ACTUAL YTD	VARIANCE YTD	MATERIAL VARIANCES YTD
	\$	\$	\$	
ADD				
Principal Repayment Received - Loans	11,306	0	(11,306)	Bowling Club granted 2-years grace on SSL repayments. Club currently paying off arrears bi-annually.
Adjustmnt to Accounts Receivable From Current to Non-Current Assets	0	0	0	
Movement in Employee Entitlements	0	9,126	9,126	Accrued Annual and Long Service Leave adjustment.
Adjustment Non-Current Long service Leave Liability	0	(7,572)	(7,572)	Accrued Non-Current Long Service Leave adjustment.
Profit/ Loss on the disposal of assets	(32,500)	10,801	43,301	Actual asset disposal outcome variance to anticipated Budget outcome.(Book Entry)
Depreciation Written Back	924,853	1,119,915	195,062	Annual depreciation greater than anticipated. (Book Entry)
Book Value of Assets Sold Written Back	279,500	234,259	(45,241)	Actual asset disposal outcome variance to anticipated Budget outcome. (Book Entry)
	1,183,159	1,366,529	183,370	
<i>Sub Total</i>	2,831,105	1,889,330	(941,775)	
LESS CAPITAL PROGRAMME				
Purchase Tools	0	0	0	
Purchase Land & Buildings	(1,327,640)	(158,202)	1,169,438	CLGF and RDAF Projects not progressed due to lack of funding \$865,957. Savings realised on Infant Health Building repairs \$30,000, Dawson St Fence Replacement \$12,000, Railway Carriage Refurbishment \$10,000 and Caravan park Development \$45,000. CRC Stabilisation \$139,933 and Industrial Land Development \$70,000 to be deferred.
Infrastructure Assets - Roads	(2,352,462)	(1,938,577)	413,885	Vincent St Bridge Design \$88,000, Yenyening Lakes Road (gravel sheeting) \$74,958 and part of Edison Mill Rd (Clay Pit Access) \$53,891 carried over. Dobaderry Rd (Gravel Sheet) \$54,559 deferred. Savings realised on other Muni Road, Footpath and Drainage construction projects.
Infrastructure Assets - Recreation Facilities	(544,000)	(228,784)	315,216	Lighting Tower, Elec. Scoreboard and Picnic Area Dev projects (2012/13 CLGF funded) carried over.
Infrastructure Assets - Other	(20,000)	0	20,000	Town Entry Statement project \$20,000 deferred.
Purchase Plant and Equipment	(940,020)	(474,806)	465,214	CCTV project \$80,000 not progressed due to lack of funding. Fire Tender replacement \$318,470 deferred. Savings realised on Truck replacements \$9,137 and \$2,679, Minor Plant Purchase \$6,593, Retention of Gardener Ute \$24,00 and Stand Pipe Swipe Card System \$6,915.
Purchase Furniture and Equipment	(105,000)	(29,805)	75,195	Savings realised on PC replacement \$3,164, Rec Centre & Town Hall Furniture \$11,907, Projector replacement \$2,000 and Gym Equipment purchase \$4,600. Phone System upgrade \$14,000, Chambers AC \$10,000, Tablet purchase \$10,170 and Medical Equipment allocation \$18,955 to be carried over.
Repayment of Debt - Loan Principal	(66,517)	(66,517)	0	
Transfer to Reserves	(126,081)	(84,613)	41,468	Transfer to Reserves included interest earned and transfer of Cropping Lease surplus (\$25,000).
	(5,481,720)	(2,981,305)	2,500,415	
ABNORMAL ITEMS				
Plus Rounding	0	(1)	(1)	
	(5,481,720)	(2,981,306)	2,500,414	
<i>Sub Total</i>	(2,650,615)	(1,091,976)	1,558,639	
LESS FUNDING FROM				
Reserves	400,000	0	(400,000)	No Transfers from Reserve funds were made.
Loans Raised	0	0	0	
Closing Funds	2,250,615	2,243,381	(7,234)	Adjustment to Surplus derived in 2012/13.
	2,650,615	2,243,381	(407,234)	
NET (SURPLUS) DEFICIT	0	1,151,405	1,151,405	

SHIRE OF BEVERLEY SUMMARY OF CURRENT ASSETS AND LIABILITIES FOR THE PERIOD ENDING 30 JUNE 2014	
CURRENT ASSET	ACTUAL
Cash at Bank	
- Cash Advance	300.00
- Cash at Bank	59,429.69
- Investments Unrestricted	1,243,272.00
- Investments Reserves	1,663,301.65
Sundry Debtors General	336,582.17
Stock on Hand	12,049.86
Self-Supporting Loans	
GST	
Total Current Assets	3,314,935.37
LESS CURRENT LIABILITIES	ACTUAL
Sundry Creditors	(315,301.49)
Interest Bearing Loans and Borrowings	(69,984.51)
Provisions for Annual and Long Service Leave	(361,929.25)
Total Current Liabilities	(747,215.25)
ADJUSTMENTS	
Less Cash Backed Reserves	(1,663,301.65)
Plus Interest Bearing Loans and Borrowings	69,984.51
Plus Annual Leave Cash Backed Reserves as at 30/06/2014	141,675.56
Plus LSL and Gratuity Cash Backed Reserves as at 30/06/2014	109,117.49
Less Deferred Pensioner Rates Non-Current as at 30/06/2013	(61,778.00)
LESS - Current Asset Portion of S/Supporting loan 117 2014-15	(12,013.24)
Total Adjustments	(1,416,315.33)
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES	\$1,151,404.79

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2014**

This section analyses the movements in assets, liabilities and equity between 2012/13 and 2013/14.	Actual 2012/13 \$	Actual 2013/14 \$	Variance \$
Current assets			
Cash and cash equivalents	3,607,179	2,966,303	(640,876)
Trade and other receivables	390,412	336,582	(53,830)
Inventories	11,478	12,050	572
Other assets	0	0	0
Total current assets	4,009,069	3,314,935	(694,134)
Non-current assets			
Trade and other receivables	172,447	98,656	(73,791)
Property, plant and equipment	18,331,048	18,419,640	88,592
Infrastructure	39,332,895	40,720,304	1,387,409
Total non-current assets	57,836,390	59,238,600	1,402,210
Total assets	61,845,459	62,553,536	708,077
Current liabilities			
Trade and other payables	125,065	315,301	(190,236)
Interest-bearing loans and borrowings	66,517	69,985	(3,468)
Provisions	303,601	361,929	(58,328)
Total current liabilities	495,183	747,215	(252,032)
Non-current liabilities			
Interest-bearing loans and borrowings	1,141,734	1,071,750	69,984
Provisions	36,619	29,047	7,572
Total non-current liabilities	1,178,353	1,100,796	77,557
Total liabilities	1,673,536	1,848,012	(174,476)
Net assets	60,171,923	60,705,524	533,601
Equity			
Accumulated surplus	44,675,503	44,590,890	(84,613)
Change in net assets resulting from operations	0	533,601	533,601
Asset revaluation reserve	13,917,731	13,917,731	0
Other reserves	1,578,689	1,663,302	84,613
Total equity	60,171,923	60,705,524	533,601

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 30 JUNE 2014						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
9701-42341	Reserve Funds					
	Long Service Leave	109,117.49				
	Plant	82,158.98				
	Bush Fire Fighters	109,976.10				
	Building	337,835.03				
	Recreation Ground	332,860.81				
	Cropping Committee	255,069.19				
	Avon River Development	22,104.53				
	Annual Leave	141,675.56				
	Community Bus	33,121.66				
	Road Construction	239,382.30	1,663,301.65	91 days	3.55%	30/09/2014
2092-96973	Online Saver	279,830.48	279,830.48	Ongoing	2.25%	
9717-90965	Term Deposit	513,441.52	513,441.52	91 days	3.55%	5/08/2014
9718-88386	Term Deposit	450,000.00	450,000.00	91 days	3.55%	30/09/2014
	Total		2,906,573.65			

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
MISC						
MS7-Private Works - Stockpile Gravel	2,465.00	7,441.75	3,394.38	4,002.01	14,838.14	17,303.14
MS8-Main Street Banners	0.00	151.25	139.85	164.55	455.65	455.65
RN01-Rural Numbering	356.00	90.00	74.05	87.12	251.17	607.17
Total MISC	2,821.00	7,683.00	3,608.28	4,253.68	15,544.96	18,365.96
ROAD						
0001 MORBINING RD	0.00	9,046.25	5,846.86	6,890.03	21,783.14	21,783.14
0002 WATERHATCH RD	0.00	2,873.25	1,659.83	1,952.72	6,485.80	6,485.80
0003 YORK-WILLIAMS RD	34.00	14,739.00	5,023.75	5,983.51	25,746.26	25,780.26
0004 KOKEBY EAST RD	0.00	2,276.25	959.95	1,132.44	4,368.64	4,368.64
0005 EDISON MILL RD	0.00	13,684.50	4,430.17	5,214.36	23,329.03	23,329.03
0006 BREMNER RD	0.00	2,442.50	1,094.46	1,288.60	4,825.56	4,825.56
0007 YENYENING LAKES RD	0.00	12,698.00	4,049.05	4,769.45	21,516.50	21,516.50
0008 TOP BEVERLEY YORK RD	0.00	2,308.75	1,218.24	1,465.74	4,992.73	4,992.73
0009 BALLY-BALLY RD	0.00	5,898.00	1,773.16	2,090.73	9,761.89	9,761.89
0010 DALE KOKEBY RD	0.00	3,066.50	961.15	1,130.76	5,158.41	5,158.41
0011 KOKENDIN RD	0.00	6,138.00	2,005.32	2,393.01	10,536.33	10,536.33
0012 TALBOT WEST RD	0.00	937.50	783.87	922.21	2,643.58	2,643.58
0013 BARRINGTON RD	68.00	6,467.50	2,219.50	2,615.50	11,302.50	11,370.50
0014 POTTS RD	0.00	3,784.00	1,223.39	1,439.29	6,446.68	6,446.68
0015 JACOBS WELL RD	0.00	2,483.50	1,013.88	1,192.81	4,690.19	4,690.19
0016 CLULOWS RD	0.00	2,353.75	828.06	974.20	4,156.01	4,156.01
0017 OAKDALE RD	0.00	4,558.00	1,352.47	1,595.75	7,506.22	7,506.22

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0018 DONGADILLING RD	0.00	5,594.00	1,710.88	2,018.25	9,323.13	9,323.13
0019 QUALANDARY RD	0.00	1,248.00	327.93	387.48	1,963.41	1,963.41
0020 BUTCHERS RD	0.00	5,796.00	1,947.20	2,290.81	10,034.01	10,034.01
0021 VALLENTINES RD	0.00	930.50	288.59	339.51	1,558.60	1,558.60
0022 LUPTONS RD	0.00	3,151.50	982.48	1,156.13	5,290.11	5,290.11
0023 SPRINGHILL RD	0.00	3,021.00	976.95	1,181.84	5,179.79	5,179.79
0024 DALEBIN NORTH RD	34.00	3,887.00	1,231.30	1,448.59	6,566.89	6,600.89
0025 BALLY-BALLY COUNTYPEAK RD	0.00	3,094.00	947.77	1,115.02	5,156.79	5,156.79
0026 ATHOL RD	0.00	2,127.50	747.59	883.39	3,758.48	3,758.48
0027 EWERTS RD	204.00	4,825.50	1,542.19	1,820.23	8,187.92	8,391.92
0028 NORTHBOURNE RD	0.00	1,069.25	339.13	398.98	1,807.36	1,807.36
0029 BERINGER RD	0.00	2,299.50	729.29	861.63	3,890.42	3,890.42
0030 GORS RD	0.00	3,288.50	835.02	985.32	5,108.84	5,108.84
0031 THOMAS RD	0.00	175.00	56.65	66.64	298.29	298.29
0032 BALKULING RD	0.00	3,172.50	1,076.39	1,267.06	5,515.95	5,515.95
0033 GLENCOE RD	0.00	4,212.50	1,368.82	1,620.29	7,201.61	7,201.61
0034 ST JACKS RD	0.00	452.50	138.97	163.78	755.25	755.25
0035 RICKEYS RD	0.00	1,421.50	459.79	541.77	2,423.06	2,423.06
0036 GREENHILLS SOUTH RD	0.00	787.50	651.06	765.96	2,204.52	2,204.52
0038 PETCHELLS RD	0.00	1,138.50	723.37	852.70	2,714.57	2,714.57
0039 MAITLAND RD	0.00	2,915.50	1,542.12	1,814.26	6,271.88	6,271.88
0040 HOBBS RD	0.00	3,004.00	953.73	1,122.03	5,079.76	5,079.76
0041 SOUTHERN BRANCH RD	0.00	4,159.00	1,580.53	1,859.45	7,598.98	7,598.98

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0042 WALGY RD	306.00	12,892.50	4,997.59	5,999.26	23,889.35	24,195.35
0043 CORBERDING RD	0.00	2,486.00	745.48	877.03	4,108.51	4,108.51
0044 SPAVENS RD	0.00	1,472.50	498.07	585.96	2,556.53	2,556.53
0045 PIKE RD	0.00	452.00	159.75	187.95	799.70	799.70
0046 BLACKBURN RD	0.00	300.00	75.53	88.86	464.39	464.39
0047 CARRS RD	0.00	882.50	269.43	316.98	1,468.91	1,468.91
0048 JONES RD	0.00	343.50	84.97	99.96	528.43	528.43
0049 MILLERS RD	0.00	1,176.25	456.89	538.64	2,171.78	2,171.78
0050 NEGUS RD	0.00	285.00	94.06	110.65	489.71	489.71
0051 AIKENS RD	0.00	1,101.00	321.00	377.64	1,799.64	1,799.64
0052 EAST LYNNE RD	0.00	1,129.00	307.00	361.73	1,797.73	1,797.73
0053 PATTEN RD	0.00	500.00	151.06	177.71	828.77	828.77
0054 McDONALDS RD	0.00	1,957.50	623.70	735.44	3,316.64	3,316.64
0055 KIEARA RD	0.00	630.00	247.97	311.73	1,189.70	1,189.70
0056 RIFLE RANGE RD	0.00	1,242.50	377.93	445.74	2,066.17	2,066.17
0058 LENNARD RD	572.73	553.75	344.67	405.51	1,303.93	1,876.66
0060 BATYS RD	0.00	550.00	182.46	214.65	947.11	947.11
0061 COOKES RD	0.00	250.00	75.52	88.86	414.38	414.38
0062 ROGERS RD	0.00	225.00	56.65	66.64	348.29	348.29
0063 WILLIAMSONS RD	0.00	227.50	47.20	55.54	330.24	330.24
0064 FERGUSONS RD	0.00	512.50	148.38	174.57	835.45	835.45
0065 SCHILLINGS RD	0.00	91.00	18.88	22.21	132.09	132.09
0066 COLLINS RD	0.00	298.00	84.97	99.96	482.93	482.93

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0067 WARRADALE RD	0.00	567.50	186.98	219.98	974.46	974.46
0068 WOODS RD	0.00	187.50	47.20	55.54	290.24	290.24
0070 PICCADILLY RD	0.00	353.50	103.50	121.75	578.75	578.75
0071 MURRAYS RD	0.00	950.00	349.73	411.43	1,711.16	1,711.16
0072 SMITH RD	0.00	897.00	456.99	537.63	1,891.62	1,891.62
0073 JOHNSONS RD	0.00	1,590.50	905.29	1,065.06	3,560.85	3,560.85
0074 KILPATRICKS RD	0.00	1,861.00	506.36	596.43	2,963.79	2,963.79
0075 FISHERS RD	0.00	942.50	300.97	355.06	1,598.53	1,598.53
0076 HILLS RD	0.00	865.00	357.29	420.36	1,642.65	1,642.65
0077 WANSBROUGH RD	0.00	607.00	172.27	203.87	983.14	983.14
0078 BATEMANS RD	0.00	938.00	263.28	310.15	1,511.43	1,511.43
0079 DRAPERS RD	0.00	1,360.00	514.07	604.78	2,478.85	2,478.85
0080 MILLS RD	0.00	125.00	37.76	44.43	207.19	207.19
0084 McLEAN RD	0.00	112.50	35.96	42.30	190.76	190.76
0085 KI RD	0.00	3,778.00	1,121.57	1,321.18	6,220.75	6,220.75
0087 MANDIAKIN RD	0.00	90.00	74.05	87.12	251.17	251.17
0090 SHEAHANS RD	0.00	262.50	75.53	88.86	426.89	426.89
0091 BENNETTS RD	0.00	732.00	254.38	321.76	1,308.14	1,308.14
0094 BUCKINGHAMS RD	0.00	672.50	187.71	220.84	1,081.05	1,081.05
0095 HEALS RD	0.00	225.00	71.92	84.61	381.53	381.53
0096 COUNTY PEAK RD	0.00	855.00	406.87	481.05	1,742.92	1,742.92
0098 AVOCA RD	0.00	355.00	195.76	230.31	781.07	781.07
0100 MAWSON RD	0.00	1,386.25	1,593.84	1,875.08	4,855.17	4,855.17

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0101 SIMMONS RD	0.00	385.00	279.88	329.28	994.16	994.16
0102 DOBADERRY RD	0.00	4,106.00	1,122.44	1,320.52	6,548.96	6,548.96
0103 FORREST ST	37.27	1,446.25	1,335.99	1,571.77	4,354.01	4,391.28
0104 LUKIN ST	0.00	429.25	488.19	574.37	1,491.81	1,491.81
0105 JOHN ST	0.00	306.25	494.61	581.93	1,382.79	1,382.79
0106 DAWSON ST	0.00	90.00	54.85	64.53	209.38	209.38
0107 EDWARD ST	0.00	103.75	55.90	65.79	225.44	225.44
0108 SMITH ST	0.00	757.50	476.93	561.09	1,795.52	1,795.52
0109 HARPER ST	0.00	566.25	445.66	524.32	1,536.23	1,536.23
0110 QUEEN ST	0.00	45.00	54.59	64.23	163.82	163.82
0111 DEMPSTER ST	0.00	1,276.25	807.53	950.05	3,033.83	3,033.83
0112 MORRISON ST	0.00	173.75	148.50	174.70	496.95	496.95
0114 BARTRAM ST SOUTH	0.00	12.25	9.19	10.81	32.25	32.25
0115 HOPE ST	0.00	112.50	121.19	142.58	376.27	376.27
0116 MONGER ST	0.00	117.50	130.12	153.08	400.70	400.70
0117 HUSKING ST	0.00	6.25	18.64	21.93	46.82	46.82
0119 SEWELL ST	0.00	78.75	74.16	87.27	240.18	240.18
0120 DELISLE ST	0.00	2,456.00	907.08	1,067.16	4,430.24	4,430.24
0122 BROOKING ST	0.00	994.50	624.67	734.92	2,354.09	2,354.09
0123 NICHOLAS ST	0.00	4,579.00	2,027.58	2,387.78	8,994.36	8,994.36
0124 RICHARDSON ST	0.00	957.25	487.31	573.32	2,017.88	2,017.88
0125 VINCENT ST	0.00	1,341.25	1,376.33	1,619.25	4,336.83	4,336.83
0127 HORLEY ST	0.00	180.00	187.27	220.32	587.59	587.59

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0128 HOPKIN ST	0.00	11.25	18.64	21.93	51.82	51.82
0129 BROCKMAN ST	0.00	22.50	27.97	32.90	83.37	83.37
0131 ELIZABETH ST	0.00	270.00	139.82	164.50	574.32	574.32
0135 ERNEST DR	0.00	90.00	74.56	87.72	252.28	252.28
0136 SHED ST	0.00	45.00	37.02	43.56	125.58	125.58
0137 RICKEYS SIDING RD	544.00	5,126.00	2,237.90	2,634.12	9,998.02	10,542.02
0139 CHESTILLION CT	0.00	80.00	92.95	109.37	282.32	282.32
0141 McNEIL ST	0.00	214.00	239.46	281.73	735.19	735.19
0143 LUDGATE ST	0.00	172.50	181.60	213.65	567.75	567.75
0146 RAILWAY ST	0.00	260.00	326.27	383.86	970.13	970.13
0147 RAILWAY PDE	0.00	75.00	23.97	28.20	127.17	127.17
0148 BETHANY RD	0.00	730.00	238.00	280.00	1,248.00	1,248.00
0149 COUNCIL RD	0.00	842.50	880.95	1,036.41	2,759.86	2,759.86
0150 WRIGHT ST	0.00	66.25	56.29	66.22	188.76	188.76
0154 WYALGIMA RD	0.00	135.00	37.64	44.29	216.93	216.93
0155 SIMS RD	0.00	25.00	74.67	87.85	187.52	187.52
0156 ROSSI RD	0.00	91.00	18.88	22.21	132.09	132.09
0157 RIGOLL RD	0.00	112.50	37.76	44.43	194.69	194.69
0158 BELLROCK RD	0.00	241.00	61.73	72.63	375.36	375.36
0160 DUFFIELD ST	0.00	187.50	57.39	67.52	312.41	312.41
0161 GEORGE ST NORTH	0.00	140.00	66.09	77.75	283.84	283.84
0166 WESTDALE RD	3,026.86	13,046.00	10,476.15	12,379.44	35,901.59	38,928.45
0167 MAWSON RD	0.00	6,651.25	4,039.22	4,756.81	15,447.28	15,447.28

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 30 JUNE 2014**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0175 STEVE EDWARDS DV	0.00	1,035.50	253.60	298.36	1,587.46	1,587.46
0176 CANNON HILL RD	0.00	91.00	23.97	28.20	143.17	143.17
0180 LITTLE HILL RD	0.00	250.00	75.52	88.86	414.38	414.38
5001 HUNT RD	0.00	833.75	1,234.08	1,451.88	3,519.71	3,519.71
5002 YORK RD	0.00	6.25	9.32	10.97	26.54	26.54
8888 TREE LOPPING	0.00	2,367.50	4,012.04	4,727.76	11,107.30	11,107.30
9999 ROADS VARIOUS	100,744.59	8,989.50	7,498.95	8,822.35	25,310.80	126,055.39
Total ROAD	105,571.45	269,525.50	120,470.32	142,221.51	532,217.33	637,788.78
TOTAL	108,392.45	277,208.50	124,078.60	146,475.19	547,762.29	656,154.74

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: June 2014 – List of Accounts

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of June 2014.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2013/14 Budget.

STATUTORY ENVIRONMENT

Regulation 12 of the Local Government (Financial Management) Regulations provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the Local Government (Financial Management) Regulations provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
 - (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;
- and
- (b) the date of the meeting of the Council to which the list is to be presented.
 - (3) A list prepared under sub regulation (1) or (2) is to be —

- (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2013/14 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION

That the List of Accounts as presented:

June 2014:

- (1) **Municipal Fund** – Account 016-540 259 838 056
- | | | |
|---|---------------------|------------------|
| Cheque vouchers: 1196 - 1207 incl totalling | \$ 23,597.91 | previously paid |
| EFT vouchers 04 Jun 14 01-58 incl totalling | \$ 159,184.28 | |
| EFT vouchers 05 Jun 14 01-37 incl totalling | \$ 46,106.49 | |
| EFT vouchers 06 Jun 14 01-08 incl totalling | \$ 27,689.14 | |
| EFT vouchers 12 Jun 14 01-10 incl totalling | \$ 150,898.57 | |
| EFT vouchers 18 Jun 14 01-01 incl totalling | \$ 957.00 | |
| EFT vouchers 19 Jun 14 01-38 incl totalling | \$ 49,168.46 | |
| EFT vouchers 20 Jun 14 01-19 incl totalling | \$ 47,112.91 | |
| EFT vouchers 27 Jun 14 01-21 incl totalling | <u>\$ 73,809.83</u> | |
| Total of EFT vouchers for Jun 2014 incl | \$ 544,926.68 | previously paid. |
- (2) **Trust Fund** – Account 016-259 838 128
- | | | |
|---|----|------------------------|
| Cheque vouchers: | \$ | nil |
| EFT vouchers 04 Jun 14 01-02 incl totalling | \$ | <u>60.00</u> |
| Total of EFT vouchers for Jun 2014 incl | \$ | 60.00 previously paid. |
- (3) **Direct Debit** Payments totalling \$ 82,662.78 previously paid
- (4) **Credit Card** Payments totalling \$ 733.33 previously paid

be received.

COUNCIL RESOLUTION

M8/0714

Moved Cr Murray

Seconded Cr Davis

That the List of Accounts as presented:

June 2014:

(1) Municipal Fund – Account 016-540 259 838 056

Cheque vouchers: 1196 - 1207 incl totalling \$ 23,597.91 previously paid

EFT vouchers 04 Jun 14	01-58 incl totalling	\$ 159,184.28
EFT vouchers 05 Jun 14	01-37 incl totalling	\$ 46,106.49
EFT vouchers 06 Jun 14	01-08 incl totalling	\$ 27,689.14
EFT vouchers 12 Jun 14	01-10 incl totalling	\$ 150,898.57
EFT vouchers 18 Jun 14	01-01 incl totalling	\$ 957.00
EFT vouchers 19 Jun 14	01-38 incl totalling	\$ 49,168.46
EFT vouchers 20 Jun 14	01-19 incl totalling	\$ 47,112.91
EFT vouchers 27 Jun 14	01-21 incl totalling	\$ <u>73,809.83</u>
Total of EFT vouchers for Jun 2014 incl		\$ 544,926.68 previously paid.

(2) Trust Fund – Account 016-259 838 128

Cheque vouchers: \$ nil

EFT vouchers 04 Jun 14	01-02 incl totalling	\$ <u>60.00</u>
Total of EFT vouchers for Jun 2014 incl		\$ 60.00 previously paid.

(3) Direct Debit Payments totalling \$ 82,662.78 previously paid

(4) Credit Card Payments totalling \$ 733.33 previously paid

be received.

CARRIED 7/0

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	04/06/2014	APRA\AMCOS AUST PERFORMING RIGHT ASSN LTD	14/15 YR LIC for PUBLIC PERFORM &/OR COMMUNICATION of COPYRIGHT MUSIC	(100.98)	
EFT Pymt	04/06/2014	ARCHIVEWISE	2014-05 MAY STORAGE of ARCHIVES: 149 BOXES	(63.91)	
EFT Pymt	04/06/2014	AVON EXPRESS - STANFIELD Cobb	FREIGHT CHARGES: APR 2014	(192.50)	
EFT Pymt	04/06/2014	AVON TRADING	APR 2014 HARDWARE SUPPLIES	(735.88)	
EFT Pymt	04/06/2014	AVON WASTE	3,810 BIN COLLECTION ME 16 MAY 14 INC RECYLING BINS & RECYCLING COLLECTION	(8,684.65)	
EFT Pymt	04/06/2014	BANDIT SALES & SERVICES	FORESHORE CLEANUP: MACHINERY HIRE	(551.90)	
EFT Pymt	04/06/2014	BDH - BEV DOME HIRE	DIESEL: 4,000 L & ULP 2,000 L	(8,918.60)	
EFT Pymt	04/06/2014	BENARA NURSERIES	VARIOUS BLDGS: VARIOUS FLORA	(482.96)	
EFT Pymt	04/06/2014	BEV COUNTRY KITCHEN	VARIOUS MEETINGS: 23 APR - 27 MAY 2014	(1,060.00)	
EFT Pymt	04/06/2014	BEV ELECT SERVICES (SMITH K)	VARIOUS BLDGS: ELECTRICAL WORK	(11,364.96)	
EFT Pymt	04/06/2014	BEV FARM SERVICES	UNIFORMS: OUTSIDE STAFF	(93.50)	
EFT Pymt	04/06/2014	BEV GAS & PLUMBING	BEV REC COMPLEX: REPAIR FIRE HYDRANT	(247.50)	
EFT Pymt	04/06/2014	BEV TYRE SERVICE	2014-04 APR TYRE REPAIRS	(975.00)	
EFT Pymt	04/06/2014	BOC LIMITED	MAY 14: CYLINDER RENTAL + GAS PURCHASES	(109.66)	
EFT Pymt	04/06/2014	BROUN Jennifer	CREATIVE NETWORKS FUNDING: CLAIM 02 (FINAL CLAIM)	(1,482.00)	
EFT Pymt	04/06/2014	CDA (VENTURE IMPORTS PTY LTD)	VARIOUS BLDGS: WINTER CLOSE DOWN SERVICE	(1,020.00)	
EFT Pymt	04/06/2014	COUNTRY COPIERS NORTHAM	COPY CHARGES: iR7086 COPIER: 01 APR - 06 MAY 14	(596.12)	
EFT Pymt	04/06/2014	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 05 - 21 MAY 14	(113.34)	
EFT Pymt	04/06/2014	CROMMELINS MACHINERY	SUNDRY PLANT (SPL03): PARTS	(253.00)	
EFT Pymt	04/06/2014	CUTTING EDGES EQUIPMENT PARTS	BE004 (LDR02): PARTS	(609.59)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	04/06/2014	DAIMLER TRUCKS PERTH	ASSET 8517	(368.80)	
EFT Pymt	04/06/2014	DAWSONS CONCRETE & REINFORCING	FORREST ST (EAST SIDE): FOOT PAVING & WATERHATCH RD1: INSTALL HEADWALL	(9,112.00)	
EFT Pymt	04/06/2014	DORMA BWN AUTOMATICS PTY LTD	AUTOMATC DOORS: SCHEDULED SERVICE	(132.00)	
EFT Pymt	04/06/2014	EASTERN HILLS SAWS & MOWERS	EXPENDABLE TOOLS	(595.40)	
EFT Pymt	04/06/2014	FILTERS PLUS	BE038 (LDR06): PARTS	(121.55)	
EFT Pymt	04/06/2014	GOLDY HOLDEN	BEV0 (SDN26): 30,000km SERVICE	(465.00)	
EFT Pymt	04/06/2014	GOSNELLS HARDWARE	HARDWARE SUPPLIES	(865.70)	
EFT Pymt	04/06/2014	ISWEEP TOWN & COUNTRY	STREET SWEEPING: 14 APR 14	(286.00)	
EFT Pymt	04/06/2014	JAS Richard	VARIOUS VEHICLES: PARTS & SERVICES	(3,676.05)	
EFT Pymt	04/06/2014	JASON SIGNMAKERS	CEMETERIES & REC GROUND: VARIOUS SIGNS	(561.00)	
EFT Pymt	04/06/2014	LANDGATE (DOLA)	TITLE SEARCHES	(24.00)	
EFT Pymt	04/06/2014	LANDGATE (VGO)	VALUATION FEES: 2013/14 COUNTRY SOUTHERN URBAN UV REVALUATION	(155.00)	
EFT Pymt	04/06/2014	MARSHALL Simon	BEV0 (SDN26): 32.92L ULP	(50.01)	
EFT Pymt	04/06/2014	McLEAN Kathryn	CREATIVE NETWORKS FUNDING: CLAIM 03 (FINAL CLAIM)	(222.45)	
EFT Pymt	04/06/2014	NORM REYNOLDS ELECT (RETRAVISION)	58 JOHN ST: BED FURNITURE	(1,100.00)	
EFT Pymt	04/06/2014	OCLC (UK) LTD	2014/15 AMLIB SOFTWARE SUPPORT & MAINTENANCE	(1,263.22)	
EFT Pymt	04/06/2014	PACIFIC BRANDS - WORKWEAR GP	UNIFORMS: ADMIN STAFF	(617.38)	
EFT Pymt	04/06/2014	PARKS & LEISURE AUST	CONFERENCE: PLA WA STATE CONFERENCE - 6 JUN 14: K McLEAN	(633.60)	
EFT Pymt	04/06/2014	PCS - PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT & SOFTWARE UPGRADE: MS OFFICE	(4,385.00)	
EFT Pymt	04/06/2014	RADIOWEST BROADCASTERS P/L	2014-04 APR: INTERVIEW "AROUND THE TOWN" INTERVIEW	(77.00)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	04/06/2014	ROCLA PIPELINE PRODUCTS	HARPER ST DRAINAGE: SUPPLIES	(2,171.40)	
EFT Pymt	04/06/2014	RYAN R D FAMILY TRUST	REIMB: BLDG APPLICATION FEES on REC 31391	(1,210.00)	
EFT Pymt	04/06/2014	SHIRE OF BROOKTON	2014-04 APR TOWN PLANNING SCHEME	(4,839.39)	
EFT Pymt	04/06/2014	SHIRE OF QUAIRADING	SEAVROC - ENVIRONMENT SERVICES 13/14 PYMT	(25,410.00)	
EFT Pymt	04/06/2014	SHIRE OF YORK	HEALTH SERVICES: APR 14 & RANGERS SERVICES: 20 MAR 14 & 15 OCT 12	(999.74)	
EFT Pymt	04/06/2014	SPANDEX ASIA PACIFIC P/L	BANNERS ON THE TERRACE: PAINT SUPPLIES	(403.53)	
EFT Pymt	04/06/2014	STABILISATION TECHNOLOGY	WESTDALE RD 2: ROAD REPAIRS	(37,481.40)	
EFT Pymt	04/06/2014	STATE LAW PUBLISHER	GOVT GAZETTE: TPS #2 - AMEND 21, 02 MAY 14	(163.20)	
EFT Pymt	04/06/2014	STATE LIBRARY OF WA (LISWA)	RECOVERIES OF LOST/DAMAGE LIBRARY RESOURCES	(30.80)	
EFT Pymt	04/06/2014	STEWART & HEATON CLOTHING CO PTY LTD	FIRE BRIGADE & DFES UNIFORMS	(421.94)	
EFT Pymt	04/06/2014	SWP AUST P/L	HARPER ST DRAINAGE: SUPPLIES	(15,071.49)	
EFT Pymt	04/06/2014	TESTEL	APR 14 ELECT EQUIP SAFETY CHECK: VARIOUS BUILDINGS	(3,256.55)	
EFT Pymt	04/06/2014	TUDOR HOUSE	2014 BANNERS ON THE TERRACE: SUPPLIES	(121.00)	
EFT Pymt	04/06/2014	TURF DEVELOPMENTS WA PTY LTD	OVAL: VERTIDRAIN	(3,844.50)	
EFT Pymt	04/06/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES: 16, 20 MAY 2014	(561.00)	
EFT Pymt	04/06/2014	WALGA - WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISING: "THE WEST": ROAD CLOSURE - KOKEBY RESERVE	(349.93)	
EFT Pymt	04/06/2014	WESTRAC	VARIOUS VEHICLES: PARTS	(231.20)	
EFT Pymt	04/06/2014	WILSON Michael	2014-06 JUN BLARNEY ISSUE	(250.00)	(159,184.28)
Liability Chq	05/06/2014	AUST SUPER	SUPER CONTRIB: FE 03 JUN 14	0.00	
Liability Chq	05/06/2014	CBUS	SUPER CONTRIB: FE 03 JUN 14	0.00	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Liability Chq	05/06/2014	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 03 JUN 14	0.00	
Liability Chq	05/06/2014	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 03 JUN 14	0.00	
Liability Chq	05/06/2014	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 03 JUN 14	0.00	
Liability Chq	05/06/2014	SHIRE OF BEVERLEY	2014-06 JUN SAL DEDUCTIONS (03 JUN): RATES	0.00	
Liability Chq	05/06/2014	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 03 JUN 14	0.00	
Liability Chq	05/06/2014	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 03 JUN 14	0.00	0.00
EFT Pymt	06/06/2014	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 03 JUN 14	(277.55)	
EFT Pymt	06/06/2014	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 03 JUN 14	(65.87)	
EFT Pymt	06/06/2014	GIBBONS HOLDEN	PURCHASE ASSET 8719 BE020 (TRADE IN of UTE22/BE020)	(10,246.50)	
EFT Pymt	06/06/2014	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 03 JUN 14	(111.94)	
EFT Pymt	06/06/2014	NORM REYNOLDS ELECT (RETRAVISION)	58 JOHN ST: 50" LED TV	(949.00)	
EFT Pymt	06/06/2014	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 03 JUN 14	(732.02)	
EFT Pymt	06/06/2014	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 03 JUN 14	(4,969.05)	
EFT Pymt	06/06/2014	WA TREASURY CORPORATION	LOANS 112; 115 - JUN 2014 PYMTS	(10,337.21)	(27,689.14)
EFT Pymt	12/06/2014	AVON CONCRETE	HARPER ST DRAINAGE: PIPE INSTALLATION	(36,597.00)	
EFT Pymt	12/06/2014	BEV ELECT SERVICES (SMITH K)	REC GRNDS DAM: REPLACE FAULTY BORE PUMP & START CONTOLLER	(952.60)	
EFT Pymt	12/06/2014	BEV FARM SERVICES	DOG POUND: SUSTENANCE	(34.65)	
EFT Pymt	12/06/2014	BEV TYRE SERVICE	MAY 14 - TYRE MAINTENANCE	(1,788.50)	
EFT Pymt	12/06/2014	BSL - BUILDING COMMISSION	13/14 YR: DEC 13 - MAY 14 BUILDING APPLICATIONS x 26	(1,412.53)	
EFT Pymt	12/06/2014	GEORGE JOHNSON EHO CONSULTANT	EHO CONSULTANT	(2,261.60)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	12/06/2014	McLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE: BLDG ENCROACHMENT - L200 HARPER ST	(241.64)	
EFT Pymt	12/06/2014	PRESTIGE COMMUNICATIONS	EXPENDABLE TOOLS: 3 x UHF CB HAND HELD RADIOS	(1,585.90)	
EFT Pymt	12/06/2014	WA HINO	PURCHASE ASSET 8720 BE012 (TRADE IN of 6475/TRK08)	(105,948.75)	
EFT Pymt	12/06/2014	WESTDALE HYDRAULICS	BE004 (LDR02): PARTS	(75.40)	(150,898.57)
EFT Pymt	17/06/2014	AVON TELECOMS P/L	DR SURGERY: COMMANDER SYSTEM REPAIRS	(957.00)	(957.00)
Liability Chq	19/06/2014	ATO - AUSTRALIAN TAX OFFICE	2014-06 JUN PAYG TAX	0.00	
Liability Chq	19/06/2014	AUST SUPER	SUPER CONTRIB: FE 17 JUN 14	0.00	
Liability Chq	19/06/2014	CBUS	SUPER CONTRIB: FE 17 JUN 14	0.00	
Liability Chq	19/06/2014	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 17 JUN 14	0.00	
Liability Chq	19/06/2014	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 17 JUN 14	0.00	
Liability Chq	19/06/2014	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 17 JUN 14	0.00	
Liability Chq	19/06/2014	LGRCEU	2014-06 JUN UNION FEES	0.00	
Liability Chq	19/06/2014	SHIRE OF BEVERLEY	2014-06 JUN SAL DEDUCTIONS (17 JUN): RATES	0.00	
Liability Chq	19/06/2014	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 17 JUN 14	0.00	
Liability Chq	19/06/2014	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 17 JUN 14	0.00	0.00
EFT Pymt	20/06/2014	AVON EXPRESS - STANFIELD Cobb	FREIGHT CHARGES: MAY 2014	(93.50)	
EFT Pymt	20/06/2014	BDH - BEV DOME HIRE	DIESEL: 8,000 L	(11,640.80)	
EFT Pymt	20/06/2014	BEV BAKERY	iLEARN WORKSHOP - 13 JUN 2014	(31.50)	
EFT Pymt	20/06/2014	BEV CRC (TELECENTRE)	2014-06 JUN: BLARNEY COMPILATION for PRODUCTION	(825.00)	
EFT Pymt	20/06/2014	BEV ELECT SERVICES (SMITH K)	VARIOUS BLDGS: ELECTRICAL WORK	(1,301.30)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	20/06/2014	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 17 JUN 14	(285.84)	
EFT Pymt	20/06/2014	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 17 JUN 14	(82.34)	
EFT Pymt	20/06/2014	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 27 MAY - 13 JUN 14	(155.74)	
EFT Pymt	20/06/2014	DPT FIRE & EMERGENCY SERVICES (DFES)	13/14 - OPT B 4th QTR	(8,407.39)	
EFT Pymt	20/06/2014	GOSNELLS HARDWARE	HARDWARE SUPPLIES	(1,990.06)	
EFT Pymt	20/06/2014	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 17 JUN 14	(111.94)	
EFT Pymt	20/06/2014	LGRCEU	2014-06 JUN UNION FEES	(77.60)	
EFT Pymt	20/06/2014	MAL AUTOMOTIVES P/L	BEV1 (BUS01): ANNUAL SERVICE INSPECTION for LICENSING	(140.10)	
EFT Pymt	20/06/2014	NORTHAM CARPET COURT	U9 HUNT RD VILL & 58 JOHN ST: FLOORING & WINDOW DRESSINGS	(5,223.00)	
EFT Pymt	20/06/2014	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 17 JUN 14	(732.01)	
EFT Pymt	20/06/2014	THE RED VAULT	iLEARN WORKSHOP - 13 JUN 2014	(264.00)	
EFT Pymt	20/06/2014	WA CONTRACT RANGER SERVICES	RANGER SERVICES: 30 MAY & 03, 12 , 17 JUN 2014	(1,122.00)	
EFT Pymt	20/06/2014	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 17 JUN 14	(5,251.18)	
EFT Pymt	20/06/2014	WA TREASURY CORPORATION	LOANS 117 - JUN 2014 PYMT	(9,377.61)	(47,112.91)
EFT Pymt	27/06/2014	AMD	INTERIM AUDIT for YE 30 JUN 2014 & ACQUITTAL AUDIT for 11/12 COUNTRY LOCAL GOVT FUNDS	(6,935.49)	
EFT Pymt	27/06/2014	AMPAC	2014-05 MAY RATES DEBT RECOVERY	(509.41)	
EFT Pymt	27/06/2014	AUST POST	2014-05 MAY POSTAGE	(294.25)	
EFT Pymt	27/06/2014	BAILEYS FERTILISERS	REC GROUNDS: FERTILISER	(2,442.00)	
EFT Pymt	27/06/2014	BEV NEWS - Barry & Pauline	MAY 2014 ACCOUNT	(76.65)	
EFT Pymt	27/06/2014	BGC CEMENT	RD MTCE & STREET SIGNS: MATERIALS	(942.83)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	27/06/2014	BLACKWOODS	CLEANING SUPPLIES	(108.99)	
EFT Pymt	27/06/2014	BUNNINGS BUILDING SUPPLIES P/L	HARDWARE SUPPLIES	(119.18)	
EFT Pymt	27/06/2014	DPT ENVIRON REGULATION	REFUSE SITE LICENCE: 2014-15 8536/2011/1	(758.96)	
EFT Pymt	27/06/2014	FLEET FITNESS	GYM: EQUIPMENT PURCHASE	(9,240.00)	
EFT Pymt	27/06/2014	FOCUS NETWORKS	DISASTER RECOVERY PLAN (IT): OVERVIEW & PROCESSES	(2,178.00)	
EFT Pymt	27/06/2014	HITACHI CONSTRUCTION MACHINERY (AUST) P/L	BE030 (BH02): PARTS	(17.02)	
EFT Pymt	27/06/2014	LANDGATE (VGO)	VALUATION FEES: 05 APR - 16 MAY 14	(112.65)	
EFT Pymt	27/06/2014	McNAUGHTANS P/L	BE033 (ROL04) & BE026 (ROL05): PARTS	(56.66)	
EFT Pymt	27/06/2014	MORBINNING CATCHMENT GROUP	MORBINNING FIRE BRIGADE - POWER REIMBURSE: 26 MAR - 27 MAY 14	(54.55)	
EFT Pymt	27/06/2014	RADIOWEST BROADCASTERS P/L	2014-05 MAY: INTERVIEW "AROUND THE TOWN" INTERVIEW	(78.54)	
EFT Pymt	27/06/2014	SNAP OSBORNE PARK	STATIONERY: VARIOUS ENVELOPES	(1,575.51)	
EFT Pymt	27/06/2014	STATE LIBRARY OF WA (LISWA)	BEV PUBLIC LIBRARY: 2013-14 FREIGHT RECOUP	(852.24)	
EFT Pymt	27/06/2014	STEWART & HEATON CLOTHING CO PTY LTD	DFES UNIFORM: CORRIGAN J	(88.70)	
EFT Pymt	27/06/2014	TLC - THE LIFTING COMPANY	BE037 (TRK15): PARTS	(723.47)	
EFT Pymt	27/06/2014	WA TREASURY CORPORATION	LOANS 116; 118 - JUN 2014 PYMTS	(46,644.73)	(73,809.83)
Direct Debit	03/06/2014	CBA - MERCHANT BANKING	2014-05 MAY TRANSACTION FEES	(82.97)	
Direct Debit	03/06/2014	CBA - MERCHANT BANKING	2014-05 MAY ACCCESS FEE	(33.66)	
Direct Debit	03/06/2014	ANZ- TRANSACTIVE (ONLINE BANKING)	2014-05 MAY ONLINE BANKING	(70.00)	
Direct Debit	04/06/2014	WESTNET PTY LTD	2014-06 JUN INTERNET ACCESS	(66.00)	
Direct Debit	16/06/2014	3 MESSAGING	3 MESSAGING: 2014-05 MAY 14: 0 TXT MSGS	(82.50)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	30/06/2014	DPI - LICENSING SERVICES	MAY/JUN 14 LICENSING PAYMENTS	(82,327.65)	(82,662.78)
Cheque # 1196	04/06/2014	SYNERGY	L78 WATERHATCH RD, COUNCIL DAM: 26 MAR - 22 MAY 14	(334.85)	
Cheque # 1197	06/06/2014	AUST SUPER	SUPER CONTRIB: FE 03 JUN 14	(127.38)	
Cheque # 1198	06/06/2014	CBUS	SUPER CONTRIB: FE 03 JUN 14	(69.38)	
Cheque # 1199	12/06/2014	CTF (nee BCITF)	13/14 BCITF - DEC 13 to MAY 14 RTN (12 APPLICATIONS)	(1,969.58)	
Cheque # 1200	17/06/2014	TELSTRA	2014-06 JUN TELEPHONE ACCOUNTS	(1,996.17)	
Cheque # 1203	20/06/2014	AUST SUPER	SUPER CONTRIB: FE 17 JUN 14	(157.62)	
Cheque # 1204	20/06/2014	CBUS	SUPER CONTRIB: FE 17 JUN 14	(34.69)	
Cheque # 1205	23/06/2014	SHIRE OF BEVERLEY	14/15 VEHICLE REGISTRATIONS	(5,403.90)	
Cheque # 1206	24/06/2014	SYNERGY	STREET LIGHTS MAY 14 & L36 FORREST ST: 14 MAY - 10 JUN 14	(2,717.75)	
Cheque # 1207	24/06/2014	WATER CORPORATION	2014-06 JUN WATER & SERVICE ACCTS	(10,786.59)	(23,597.91)
Gen Jrnl 2867	01/06/2014		EFTPOS ADJ re MONIES TAKEN 29 MAY 14 (REC 32916)	(54.00)	(54.00)
Gen Jrnl 2877	12/06/2014		MAY 14 # - CREDIT CARD	(773.33)	(773.33)
PAYMENTS RAISED IN CURRENT MONTH				(566,739.75)	(566,739.75)
WAGES & SALARIES					
EFT Pymt	05/06/2014	WAGES & SALARIES	FE - 03 JUN 2014	(46,106.49)	
EFT Pymt	19/06/2014	WAGES & SALARIES	FE - 17 JUN 2014	(49,168.46)	
WAGES & SALARIES				(95,274.95)	(95,274.95)

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
TRANSFERS to TRUST						
				<i>TRANSFERS to TRUST</i>	<i>0.00</i>	<i>0.00</i>
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
				<i>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</i>	<i>0.00</i>	<i>0.00</i>
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
Cheque # 1191	23/05/2014	AUST SUPER	SUPER CONTRIB: FE 20 MAY 14	(159.23)		
Cheque # 1194	28/05/2014	SYNERGY	L36 FORREST ST: 09 APR - 13 MAY 14	(790.55)		
Cheque # 1195	28/05/2014	WATER CORPORATION	BALKULING & BATYS RD STANDPIPE: 11 MAR - 08 MAY 14	(637.24)		
				<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>	<i>(1,587.02)</i>	<i>(1,587.02)</i>
OTHER AMENDMENTS/GENERAL JOURNALS						
Sales Rec 32993	01/06/2014		EFTPOS ADJ re MONIES TAKEN 29 MAY 14 (REC 32916) See GJ 2867	54.00		
				<i>OTHER AMENDMENTS/GENERAL JOURNALS</i>	<i>54.00</i>	<i>54.00</i>
INVESTMENTS						
Transfer	30/06/2014	ONLINE SAVER	FUNDS TFR for INVESTMENT	(129,130.13)		
				<i>INVESTMENTS</i>	<i>(129,130.13)</i>	<i>(129,130.13)</i>
				TOTAL EXPENDITURE for MUNICIPAL ACCOUNT		(792,677.85)

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					
Credit Card	30/04/2014	TRIMBLE NAVIGATION LTD	PLANNING: SOFTWARE APPLIC - SKETCH UP	653.58	
Credit Card	05/05/2014	SHIRE OF BEVERLEY	BE037 (TRK06): RETAINED PLATES & REMAKE of PLATES FEE	51.00	
Credit Card	16/05/2014	SHIRE OF BEVERLEY	BE037 - REGISTRATION to 30 JUN 2014 (UNDER PAID by DAIMLER)	28.55	
Credit Card	19/05/2014	SHIRE OF BEVERLEY	BE1: RETAINED PLATES	24.00	
Credit Card	20/05/2014	SHIRE OF BEVERLEY	BE1: CHANGE OF PLATE	16.20	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT				773.33	
 TRUST ACCOUNT DETAILS					
PAYMENTS RAISED IN CURRENT MONTH					
EFT Pymt	04/06/2014	SHIRE OF BEVERLEY / GILL Mark	FORFEIT of GYM KEY BOND	(30.00)	
EFT Pymt	04/06/2014	SHIRE OF BEVERLEY / UGLE Megan	FORFEIT of GYM KEY BOND	(30.00)	
PAYMENTS RAISED IN CURRENT MONTH				(60.00)	(60.00)
 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

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EMERGENCY LIGHTING at AIRFIELD FUNDING					
TRANSFER	05/06/2014	ONLINE SAVER ACCT 016-540 288 737 844	TFR of FUNDS from TRUST to ONLINE SAVER	(83,262.50)	
TRANSFER	25/06/2014	ONLINE SAVER ACCT 016-540 288 737 844	TFR of FUNDS from TRUST to ONLINE SAVER	(500.00)	
TRANSFER	25/06/2014	ONLINE SAVER ACCT 016-540 288 737 844	TFR of FUNDS from TRUST to ONLINE SAVER	(978.70)	
				OTHER AMENDMENTS/GENERAL JOURNALS	(84,741.20)
				TOTAL EXPENDITURE for TRUST ACCOUNT	(84,801.20)
 TOTAL EXPENDITURE as reconciled to the JUNE 2014 BANK STATEMENTS					
				Municipal Account Expenditure	(792,677.85)
				Trust Account Expenditure	(84,801.20)
				TOTAL EXPENDITURE for JUNE 2014	(877,479.05)

11.3 Material Variances 2014/15

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider adopting the material variance reporting parameters for 2014/15.

BACKGROUND

Council is required under the *Local Government (Financial Management) Regulations 1996* to set material variance (Budget versus Actual) reporting parameters for the forthcoming financial year.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the August 2013 Ordinary Meeting.

COMMENT

If Council is satisfied with the current level of reporting, there would be no reason to recommend changing the reporting parameters.

At the 11 July 2014 Corporate Strategy Committee Meeting it was resolved to recommend to Council that a budget variance parameter of 10% on budgeted items of \$10,000 or greater be adopted.

STATUTORY ENVIRONMENT

Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996* provides that each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION

That a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater be adopted.

COUNCIL RESOLUTION

M9/0714

Moved Cr Murray

Seconded Cr Buckland

That a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater be adopted.

CARRIED 7/0

11.4 2014/15 Fees and Charges

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 16 July 2014
APPLICANT: N/A
FILE REFERENCE: ADM 0275
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Building Commission Schedule of Fee Increase

SUMMARY

Council to consider adopting amended Building Act Fees and Charges.

BACKGROUND

The Shire of Beverley's Schedule of Fees and Charges is reviewed annually and forms part of the Shire's Budget.

At the May 2014 Ordinary Council Meeting, Council adopted the 2014/15 Schedule of Fees and Charges.

Advice regarding the increase in the Building Act Fees was received from the Building Commission on 1 July 2014.

COMMENT

Although the Building Act Fees are set by statute, it is pertinent that the Shire of Beverley's Schedule of Fees and Charges reflect the changes as described above and form part of the 2014/15 Budget.

STATUTORY ENVIRONMENT

Section 6.16 of the *Local Government Act* provides that:

- (1) a local government may impose (by absolute majority) and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
- (2) A fee or charge may be imposed for the following
 - a. Providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government
 - b. Supplying a service or carrying out work at the request of a person
 - c. Subject to section 5.94, providing information from local government records;
 - d. Receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorization or certificate;
 - e. Supplying goods;
 - f. Such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be –
 - a. Imposed (by absolute majority) during a financial year; and
 - b. Amended (by absolute majority) from time to time during a financial year.

Section 6.17 further provides:

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

Regulation 2 of the *Local Government (Financial Management) Regulations* (2) provides that the CEO is to —

- (a) ensure that the resources of the local government are effectively and efficiently managed;
- (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and

Section 6.19 of the *Local Government Act* provides that if a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

FINANCIAL IMPLICATIONS

2014/15 Budget

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the revised Building Act Fees, as advised by the Building Commission, be included in the 2014/15 Schedule of Fees and Charges and form part of the 2014/15 Budget.

COUNCIL RESOLUTION

M10/0714

Moved Cr Murray

Seconded Cr Davis

That the revised Building Act Fees, as advised by the Building Commission, be included in the 2014/15 Schedule of Fees and Charges and form part of the 2014/15 Budget.

CARRIED 7/0

Attachment 11.4



**Building
Commission**

Permit Authority Advice

Issued July 2014

New Building Act fees from 1 July 2014

The purpose of this Permit Authority Advice is to advise that new Building Act fees came into operation on 1 July 2014.

The fee changes were included in the Building Amendment Regulations (No. 2) 2014 (the Amendment Regulations). The Amendment Regulations increased prescribed fixed fees in the Building Regulations 2012 to reflect the increase in the Consumer Price Index. The 2014/15 fees are set out below.

Provision	Type and name of application	Previous	New fee
Sch. 2 Div. 1 it. 1(a) and (b)	Certified application for a building permit (s. 16(l)) — (a) for building work for a Class 1 or Class 10 building or incidental structure (b) for building work for a Class 2 to Class 9 building or incidental structure	\$90.00	\$92.00
Sch. 2 Div. 1 it. 2	Uncertified application for a building permit (s. 16(l))	\$90.00	\$92.00
Sch. 2 Div. 1 it. 3(a) and (b)	Application for a demolition permit (s. 16(l)) — (a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure	\$90.00	\$92.00
Sch. 2 Div. 1 it. 4	Application to extend the time during which a building or demolition permit has effect (s. 32(3)(f))	\$90.00	\$92.00
Sch. 2 Div. 2 it. 1	Application for an occupancy permit for a completed building (s. 46)	\$90.00	\$92.00
Sch. 2 Div. 2 it. 2	Application for a temporary occupancy permit for an incomplete building (s. 47)	\$90.00	\$92.00
Sch. 2 Div. 2 it. 3	Application for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	\$90.00	\$92.00
Sch. 2 Div. 2 it. 4	Application for a replacement occupancy permit for permanent change of the building's use, classification (s. 49)	\$90.00	\$92.00
Sch. 2 Div. 2 it. 5	Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision (s. 50(1) and (2))	\$10.00 \$100.00	\$10.25 \$102.00
Sch. 2 Div. 2 it. 6	Application for an occupancy permit for a building in respect of which unauthorised work has been done (s. 51(2))	\$90.00	\$92.00
Sch. 2 Div. 2 it. 7	Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3))	\$90.00	\$92.00
Sch. 2 Div. 2 it. 8	Application to replace an occupancy permit for an existing building (s. 52(1))	\$90.00	\$92.00
Sch. 2 Div. 2 it. 9	Application for a building approval certificate for an existing building where unauthorised work has not been done (s. 52(2))	\$90.00	\$92.00
Sch. 2 Div. 2 it. 10	Application to extend the time during which an occupancy permit or building approval certificate has effect (s. 65(3)(a))	\$90.00	\$92.00
Sch. 2 Div. 3 it. 1	Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought)	\$2,000.00	\$2,040.00
Regulation 53	Inspections of pool enclosures (r. 53)	\$55.00	\$56.00

Increases also apply to fees relating to the registration of builders, painters and building surveyors, the licensing of plumbers and building complaints. The new fees are available on our website at www.commerce.wa.gov.au/building-commission/fees-and-payments.

Level 1, 31 Troode Street | West Perth WA 6005 | Locked Bag 12 | West Perth WA 6872
Telephone: 1300 489 099 | Facsimile: (08) 9476 1333 | Email: bcinfo@commerce.wa.gov.au

Attachment 11.4



Building
Commission

Permit Authority Advice

Issued May 2014

Amendment to Building Services Levy for unauthorised work

Regulation 12(5) of the Building Services (Complaint Resolution and Administration) Regulations 2011, which deals with the Building Services Levy for unauthorised work, was amended on Friday 18 April 2014 to reduce the amount of levy payable for certain unauthorised work from \$91.00 to \$81.00. The amendment provides consistency with the levies payable for building and demolition permits under Regulations 12(2) and 12(3).

Regulation 12(5) now states that an applicant for an occupancy permit or building approval certificate, under the *Building Act 2011* section 51 in respect of unauthorised work within the meaning of that section, must pay to the permit authority to which the application is made a Building Services Levy —

- (a) of \$81.00 if the value of the unauthorised work, as determined by the permit authority, is not more than \$45 000; or
- (b) otherwise, at the rate of 0.18% of the current value of the work as determined by the permit authority.

The \$81.00 Building Services Levy is payable when an application is made for a building approval certificate or an occupancy permit for unauthorised work where the value of the work is not more than \$45,000.

If you have received an application for an occupancy permit or a building approval certificate under section 51 of the Act for unauthorised work **on or after 18 April 2014** and the applicant paid \$91.00, the process for refunding the \$10.00 difference is as follows:

- The permit authority should refund \$10.00 to the applicant and record evidence of the issuing of the refund paid to the applicant.
- On provision of a written request from the permit authority for reimbursement including a copy of the above evidence, the Building Commission will then refund \$10.00 to the permit authority where that permit authority has already remitted the levy payment to the Building Commission.

Please adjust the amount of levy payable to the Building Commission for unauthorised work in accordance with Regulation 12(5) of the amended Building Services (Complaint Resolution and Administration) Regulations 2011.

Level 1, 31 Troode Street | West Perth WA 6005 | Locked Bag 12 | West Perth WA 6872
Telephone: 1300 489 099 | Facsimile: (08) 9476 1333 | Email: bcinfo@commerce.wa.gov.au

www.commerce.wa.gov.au/building-commission

1300 489 099

11.5 2014/15 Budget – Rates

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider raising rate revenue by 6% for the 2014/15 financial year.

BACKGROUND

When adopting the Annual Budget in August 2013, Council resolved to increase rate revenue by 4%.

COMMENT

With the current focus on Local Government sustainability, it is the view of staff that a strong rate base will enhance Council's ability to continue providing quality services to the Beverley community.

Council is relying heavily on its carried forward surpluses and grant funding to sustain its Capital program.

As the population of Beverley increases, service demands will also increase and therefore the need to upgrade and maintain fixed assets will also increase.

With broad acre farming enterprises being the biggest industry in the Shire of Beverley, consideration should be made to rate payers' ability to pay. Although grain growers had one of the best seasons on record last season and this season has, by all accounts, started exceptionally well, the grain industry remains volatile with many external factors affecting grain prices. Other Federal and State budgetary measures may also put some added pressure on households.

Under the Integrated Planning Framework, forward forecasting in the Shire of Beverley's 10 Year Long Term Financial Plan allows an annual rate increase of 6%.

A comparison of 22 Country Local Governments found an average 2014/15 rate increase of 6.41%, with the lowest increase being 3% and the highest 12%.

The proposed 6% increase in Rate in the Dollar values and minimums (with a comparison to 2013/14 figures) are as follows:

	<u>2013/14</u>	<u>2014/15</u>
Gross Rental Value	\$0.095318	\$0.101037
Gross Rental Value Minimum	\$697.00	\$739.00
Unimproved Value	\$0.008136	\$0.008659
Unimproved Value Minimum	\$697.00	\$739.00

Note that a percentage increase in total Rate revenue does not translate to the same percentage increase in the rate-in-dollar amount. This is due to changes in UV and GRV valuations which are affected by a number of factors throughout the year including revaluations by the Valuer General (Landgate), land amalgamations and subdivisions and changes to minimum rates will also change the number of properties which attract the minimum rate and therefore alter the number of UV and GRV properties which make up the total valuation pool.

A 1% increase in Rates translates to a ~\$24,855 increase in revenue.

At the 11 July 2014 Corporate Strategy Committee Meeting it was resolved to recommend that a 6% rate revenue increase be applied and that discount, interest and penalties remain the same as 2013/14.

STATUTORY ENVIRONMENT

Section 6.32 of the *Local Government Act 1995*, in reference to Rates and service charges, provides that:

- (1) When adopting the annual budget, a local government —
 - (a) in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either —
 - (i) uniformly; or
 - (ii) differentially; and
 - (b) may impose* on rateable land within its district —
 - (i) a specified area rate; or
 - (ii) a minimum payment; and
 - (c) may impose* a service charge on land within its district.

** Absolute majority required.*

- (2) Where a local government resolves to impose a rate it is required to —
 - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
 - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

Section 6.34 of the Act provides that unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

Section 6.35 of the Act provides:

- (2) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or

- (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
 - (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
 - (a) to land rated on gross rental value;
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

Section 6.45 of the Act provides options for payment of rates or service charges (instalments) as follows:

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
 - (a) 4 equal or nearly equal instalments; or
 - (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
 - (a) by a single payment; or
 - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.
- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.
- (4) Regulations may —
 - (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
 - (b) prescribe circumstances in which payments may or may not be made by instalments; and
 - (c) prohibit or regulate any matters relating to payments by instalments; and
 - (d) provide for the time when, and manner in which, instalments are to be paid; and
 - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and

- (f) provide for any other matter relating to the payment of rates or service charges.

Section 6.46 of the Act allows for the discounting of rates providing, subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may, when imposing a rate or service charge, resolve* to grant a discount or other incentive for the early payment of any rate or service charge.

* *Absolute majority required.*

Section 6.47 of the Act provides that subject to the *Rates and Charges (Rebates and Deferments) Act*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

Section 6.51 of the Act provides that interest on overdue rates or service charges may be applied to rates as follows;

- (1) A local government may at the time of imposing a rate or service charge resolve* to impose interest (at the rate set in its annual budget) on —
 - (a) a rate or service charge (or any instalment of a rate or service charge); and
 - (b) any costs of proceedings to recover any such charge, that remains unpaid after becoming due and payable.

* *Absolute majority required.*

Regulation 19A of the Local Government (Financial Management) Regulations 1996 prescribes that the maximum rate of interest to be imposed under section 6.13(1) is 11%.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE'S RECOMMENDATION

That Council:

1. In accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2015 be as follows:

Gross Rental Value	\$0.101037
Gross Rental Value Minimum	\$739.00
Unimproved Value	\$0.008659
Unimproved Value Minimum	\$739.00
2. In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within thirty five (35) days of the service of rates notice, **4 August 2014**.
3. In accordance with s6.51 of the *Local Government Act 1995*, an 11% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.
4. In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.
5. In accordance with s6.50 of the *Local Government Act 1995*, the due dates of instalments under the formal rate instalment program be;

1 st Instalment	8 September 2014
2 nd Instalment	10 November 2014
3 rd Instalment	12 January 2015
4 th Instalment	12 March 2015

COUNCIL RESOLUTION

M11/0714

Moved Cr Davis

Seconded Cr White

That Council in accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2015 be as follows:

Gross Rental Value	\$0.101037
Gross Rental Value Minimum	\$739.00
Unimproved Value	\$0.008659
Unimproved Value Minimum	\$739.00

CARRIED BY ABSOLUTE MAJORITY 5/2

COUNCIL RESOLUTION

M12/0714

Moved Cr Davis

Seconded Cr White

In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within thirty five (35) days of the service of rates notice, **4 August 2014**.

CARRIED BY ABSOLUTE MAJORITY 7/0

COUNCIL RESOLUTION

M13/0714

Moved Cr Davis

Seconded Cr White

In accordance with s6.51 of the *Local Government Act 1995*, an 11% interest per annum charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.

CARRIED BY ABSOLUTE MAJORITY 7/0

COUNCIL RESOLUTION

M14/0714

Moved Cr Davis

Seconded Cr White

In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.

CARRIED BY ABSOLUTE MAJORITY 7/0

COUNCIL RESOLUTION

M15/0714

Moved Cr Davis

Seconded Cr White

In accordance with s6.50 of the Local Government Act 1995, the due dates of instalments under the formal rate instalment program be;

1st Instalment	8 September 2014
2nd Instalment	10 November 2014
3rd Instalment	12 January 2015
4th Instalment	12 March 2015

CARRIED BY ABSOLUTE MAJORITY 7/0

11.6 2014/15 Budget

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft 2014/15 Budget (under separate cover)

SUMMARY

Council to consider adopting the draft 2014/15 Budget.

BACKGROUND

The *Local Government Act 1995*, provides that a local government must, not later than 31 August in each financial year, or such extended time as the Minister allows, prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

2014/15 Budget preparation has been underway since February 2014, following the Annual Road inspection, with periodical meetings of Council Committees being held to determine the Capital Purchase Program for 2014/15.

COMMENT

The draft 2014/15 Budget was considered by the Corporate Strategy Committee on 11 July 2014.

Attached, under separate cover, is the draft 2014/15 Budget in Statutory format, as required by the Department of Local Government.

As presented the draft 2014/15 Budget is in balance.

STATUTORY ENVIRONMENT

Section 6.2 of the *Local Government Act* provides that:

- (2) Not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for principal activities accepted by a local government under section 5.58 and to prepare a detailed estimate for the current year of –
 - a. the expenditure by the local government;
 - b. the revenue and income, independent of general rates, of the local government; and
 - c. the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2) (a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.

- (4) The annual budget is to incorporate –
- a. Particulars of the estimated expenditure proposed to be incurred by the local government
 - b. Detailed information relating to the rates and service charges which will apply to land within the district including –
 - i. the amount it is estimated will be yielded by the general rate; and
 - ii. the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - c. the fees and charges proposed to be imposed by the local government;
 - d. the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
 - e. details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
 - f. particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - g. such other matters as are prescribed.
- (5) Regulations may provide for –
- a. The form of the annual budget;
 - b. The contents of the annual budget; and
 - c. The information to be contained in or to accompany the annual budget.

Section 6.11 of the Act provides:

- (2) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
- (a) changes the purpose of a reserve account; or
 - (b) uses the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use.
- (3) A local government is not required to give local public notice under subsection (2) —
- (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
 - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Section 6.32. of the Act in reference to Rates and service charges, provides that:

- (1) When adopting the annual budget, a local government —
 - (a) in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either —
 - (i) uniformly; or
 - (ii) differentially; and
 - (b) may impose* on rateable land within its district —
 - (i) a specified area rate; or
 - (ii) a minimum payment; and
 - (c) may impose* a service charge on land within its district.

* *Absolute majority required.*

- (2) Where a local government resolves to impose a rate it is required to —
 - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
 - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

Section 6.34 of the Act provides that unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

Regulation 32 of the *Local Government (Financial Management) Regulations* provides that a local government may exclude from the calculation of the budget deficiency (6.2(3)) —

- (a) money borrowed or to be borrowed, to the extent that it is proposed in the annual budget to remain unspent at the end of the financial year;
- (b) reserves, to the extent that they are proposed in the annual budget to remain unspent at the end of the financial year;
- (c) in relation to a land transaction or trading undertaking, assets and liabilities, to the extent to which they are proposed in the annual budget to remain restricted to the purposes of the land transaction or trading undertaking at the end of the financial year;
- (d) any proposed amounts of depreciation of non-current assets;
- (e) assets from grants or gifts or non-cash revenue or expenditure;
- (f) current liabilities which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain uncleared at the end of the financial year; and
- (g) any other current assets which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain unused at the end of the financial year.

Section 6.35 of the Act provides:

- (2) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.

- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or
 - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
 - (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
 - (a) to land rated on gross rental value;
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

FINANCIAL IMPLICATIONS

2014/15 Budget

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That the balanced draft 2014/15 Budget be adopted.

COUNCIL RESOLUTION

M16/0714

Moved Cr Murray

Seconded Cr Alexander

That the balanced draft 2014/15 Budget be adopted.

CARRIED BY ABSOLUTE MAJORITY 7/0

12. ADMINISTRATION

12.1 Application to Keep Three (3) Dogs

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 9 July 2014
APPLICANT: Mrs Jean Boyle
FILE REFERENCE: ADM 0134
AUTHOR: M. Sharpe, Contract Ranger Services
ATTACHMENTS: Nil

SUMMARY

An application has been received from Mrs Jean Boyle requesting permission to keep three dogs at her property at 14 Hunt Road, Beverley.

BACKGROUND

Mrs Jean Boyle is the owner of three small breed dogs being Lucy a Chihuahua, Bambi a Chihuahua and Manu a Poodle/Shitzu. All dogs have been micro chipped and registered.

It is a requirement of the Beverley Shire Council's Dogs Local Law (2000) that the maximum number of dogs that can be kept on a premise within a town site is two unless an exemption is granted by Council under the provisions of section 26(3) of the Dog Act 1976 (as Amended).

Council has approved similar applications in the past where all adjoining neighbours have agreed to the request and the Shire Ranger or other authorized Council Officer has considered that there are no valid reasons for withholding such approval.

COMMENT

Keeping of dogs in a town site may impact on the social cohesion of a community if the dogs create a nuisance.

The owners of 39 and 43 Hunt Road Beverley being the applicant's neighbours were contacted by the Ranger and have no objection to the granting of a third dog application. It is recommended that Council agree to the granting of an exemption for the keeping of three dogs at 41 Hunt Road Beverley subject to the following conditions:

- That the exemption be reviewed in twelve months to ensure that no adverse problems have been experienced as a result of the exemption;
- That Council reserve the right to withdraw the exemption at anytime if any major or substantial problems are experienced prior to the review period;
- That the exemption applies only to the dogs nominated by the applicant;
- Each dog on the property must be registered with the Shire of Beverley. Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property

The Shire Ranger has liaised with Jean Boyle, who lives on the property 14 Hunt Road Beverley and the immediate neighbours of the applicant.
The Shire Ranger inspected the property on the 30th May 2014 and the property has adequate fencing to contain the dogs therefore he has advised that there are no reasons to withhold the granting of an exemption to keep three dogs at the property.

STATUTORY ENVIRONMENT

Dog Act 1976 (As Amended)
Beverley Shire Council Dogs Local Law (2000)

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

OFFICER RECOMMENDATION

That Council approve an exemption for the keeping of three dogs at 41 Hunt Road Beverley subject to the following conditions:

1. That the exemption be reviewed in twelve months time to ensure that no adverse problems have been experienced as a result of the exemption;
2. That Council reserve the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period;
3. The exemption applies only to the dogs nominated by the applicant; and
4. Each dog must be registered with the Shire of Beverley. Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property.

COUNCIL RESOLUTION

M17/0714

Moved Cr Murray

Seconded Cr Pepper

That Council approve an exemption for the keeping of three dogs at 41 Hunt Road Beverley subject to the following conditions:

- 1. That the exemption be reviewed in twelve months time to ensure that no adverse problems have been experienced as a result of the exemption;**
- 2. That Council reserve the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period;**
- 3. The exemption applies only to the dogs nominated by the applicant; and**
- 4. Each dog must be registered with the Shire of Beverley. Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property.**

CARRIED 7/0

12.2 Adoption of Complete Fire-Break Order

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 9 July 2014
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0076
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to adopt the complete Fire-Break Order with changes made to the compliance date and fire breaks around plantations.

BACKGROUND

Council has previously adopted the Fire-Break when adopting the budget.

COMMENT

The current Fire-Break Order is:
(Amendments are highlighted)

FIRE-BREAK ORDER BUSH FIRES ACT 1954

All owners and occupiers of land are required on or before 15 November every year to provide and thereafter maintain free of all inflammable material until 15 April of the following year, fire-breaks as stipulated in the manner described in the following schedule.

SCHEDULE RURAL LAND

Buildings and Haystacks: A firebreak of at least 4 metres wide and not more than 60 metres from the perimeter of all buildings (including temporary dwellings e.g. caravans) and/or haystacks or groups of buildings and/or haystacks so as to completely surround the buildings, haystacks and/or fuel dumps.

Bulldozed Bush: A firebreak 20 metres wide shall be maintained immediately inside the external boundaries of all land which has been bulldozed, chained or prepared in any similar manner for clearing by burning (whether it is intended to burn the bush or not).

Stationary Pumps and Motors: A firebreak 4 metres wide shall be cleared and maintained around all stationary pumps and motors.

Harvesting and Straw Bailing Operations: During the period when harvesting and straw bailing operations are being conducted, there shall be provided in the same paddock or within 400 metres of that paddock an operational independent mobile fire-fighting unit having a water capacity of not less than 650 litres. The tank of the unit shall be kept full of water at all times during the harvest operations. The responsibility to supply the unit being that of the landowner.

Operation of Plant and Machinery: During the restricted and prohibited burning times, ALL MACHINERY AND TRUCKS carting grain shall not be operated on rural land unless fitted with a fire extinguisher. On days of HARVEST BANS there shall be no movement of any vehicles within paddocks. No Slashers or mowing equipment to be used during the Prohibited Burning Period.

Paddock Burns: At any time throughout the year, where a landowner intends to burn paddocks, the following must be provided to prevent escape of fire: -

1. A firebreak 2.2 metres wide clear of all inflammable material completely surrounding the area to be burnt.
2. An operational fire-fighting unit having a capacity of not less than 650 litres.
3. Permits to burn may be required. Contact your Fire Control Officer for details.

TOWNSITE LAND

All lots with an area of 2.012 ha (5 acres) or less, shall be clear of all inflammable material or have grass mown to a height no greater than 15cm.

All lots or combination of lots that comprise of one holding and having an area greater than 2.012ha (5 acres) shall be either clear of all inflammable material or have a firebreak 2.2 metres wide free of all inflammable material provided inside and along all external boundaries.

GENERAL INFORMATION

Fuel Dumps: You shall remove all flammable materials or material likely to become flammable during summer from land occupied by bulk storage tanks and/or drums used for storage of liquid fuel whether the bulk storage tanks and/or drums contain liquid or not. This includes the land on which ramps for holding the drums are constructed. The flammable free ground must be maintained to a distance of at least 4 metres outside the perimeter of any drum, stack of drums or drum ramp or bulk storage tank.

Variations to Requirements: By the Order. For permission to provide fire-breaks in alternative positions or by alternative date or to take alternative action to abate fire hazards on the land, an application must be made no later than 14 days prior to the date fire-breaks are required. If permission is not granted by the Shire or its duly authorized officer, you shall comply with the requirements of this notice.

Penalty for Failure to Comply: The penalty for failing to comply with this notice is a fine of up to \$1,000.00. If the owner or occupier fails to carry out the works required by this Fire-break Order the Shire of Beverley may enter the land and prepare the fire-breaks at the cost of the owner or occupier.

Burning: If the requirements of this notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fire Act 1954.

During the Easter Holiday Period no person shall light a fire in a paddock without prior consent of a Fire Control Officer.

Angle Grinders and Welders: *The use of Angle Grinders, Welders or similar equipment should be undertaken with extreme caution and there shall be in attendance an operational fire-fighting appliance. (The use of this equipment is not permitted on days on which a fire ban has been declared.)*

The draft 2014/15 Fire-Break Order is:

FIRE-BREAK ORDER BUSH FIRES ACT 1954

All owners and occupiers of land are required on or before **1** November every year to provide and thereafter maintain free of all inflammable material until 15 April of the following year, fire-breaks as stipulated in the manner described in the following schedule.

SCHEDULE RURAL LAND

Buildings and Haystacks: A firebreak of at least 4 metres wide and not more than 60 metres from the perimeter of all buildings (including temporary dwellings e.g. caravans) and/or haystacks or groups of buildings and/or haystacks so as to completely surround the buildings, haystacks and/or fuel dumps.

Bulldozed Bush: A firebreak 20 metres wide shall be maintained immediately inside the external boundaries of all land which has been bulldozed, chained or prepared in any similar manner for clearing by burning (whether it is intended to burn the bush or not).

Stationary Pumps and Motors: A firebreak 4 metres wide shall be cleared and maintained around all stationary pumps and motors.

Plantations: All plantation firebreaks must be maintained. Note all new plantations and extensions to current plantations must have a minimum 6 metre fire break installed on all boundaries of the plantation.

Harvesting and Straw Bailing Operations: During the period when harvesting and straw bailing operations are being conducted, there shall be provided in the same paddock or within 400 metres of that paddock an operational independent mobile fire-fighting unit having a water capacity of not less than 650 litres. The tank of the unit shall be kept full of water at all times during the harvest operations. The responsibility to supply the unit being that of the landowner.

Operation of Plant and Machinery: During the restricted and prohibited burning times, ALL MACHINERY AND TRUCKS carting grain shall not be operated on rural land unless fitted with a fire extinguisher. On days of HARVEST BANS there shall be no movement of any vehicles within paddocks. No Slashers or mowing equipment to be used during the Prohibited Burning Period.

Paddock Burns: At any time throughout the year, where a landowner intends to burn paddocks, the following must be provided to prevent escape of fire: -

1. A firebreak 2.2 metres wide clear of all inflammable material completely surrounding the area to be burnt.
2. An operational fire-fighting unit having a capacity of not less than 650 litres.
3. Permits to burn may be required. Contact your Fire Control Officer for details.

TOWNSITE LAND

All lots with an area of 2.012 ha (5 acres) or less, shall be clear of all inflammable material or have grass mown to a height no greater than 15cm.

All lots or combination of lots that comprise of one holding and having an area greater than 2.012ha (5 acres) shall be either clear of all inflammable material or have a firebreak 2.2 metres wide free of all inflammable **material inside** and along all external boundaries.

GENERAL INFORMATION

Fuel Dumps: You shall remove all flammable materials or material likely to become flammable during summer from land occupied by bulk storage tanks and/or drums used for storage of liquid fuel whether the bulk storage tanks and/or drums contain liquid or not. This includes the land on which ramps for holding the drums are constructed. The flammable free ground must be maintained to a distance of at least 4 metres outside the perimeter of any drum, stack of drums or drum ramp or bulk storage tank.

Variations to Requirements: By the Order. For permission to provide fire-breaks in alternative positions or by alternative date or to take alternative action to abate fire hazards on the land, an application must be made no later than 14 days prior to the date fire-breaks are required. If permission is not granted by the Shire or its duly authorized officer, you shall comply with the requirements of this notice.

Penalty for Failure to Comply: The penalty for failing to comply with this notice is a fine of up to \$1,000.00. If the owner or occupier fails to carry out the works required by this Fire-break Order the Shire of Beverley may enter the land and prepare the fire-breaks at the cost of the owner or occupier.

Burning: If the requirements of this notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fire Act 1954.

During the Easter Holiday Period no person shall light a fire in a paddock without prior consent of a Fire Control Officer.

Angle Grinders and Welders: The use of Angle Grinders, Welders or similar equipment should be undertaken with extreme caution and there shall be in attendance an operational fire-fighting appliance. **(The use of this equipment is not permitted on days on which a fire ban has been declared.)**

STATUTORY ENVIRONMENT

Local Government Act 1995
Bush Fires Act 1954

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the draft 2014/15 Fire-Break Order.

COUNCIL RESOLUTION

M18/0714

Moved Cr Buckland

Seconded Cr Murray

That Council adopt the draft 2014/15 Fire-Break Order.

CARRIED 7/0

12.3 Brookfield Rail Interface Agreement

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 14 July 2014
APPLICANT: Brookfield Rail
FILE REFERENCE: ADM 0261
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Interface Agreement version 2.1

SUMMARY

Council to consider endorsing the Brookfield Rail Interface Agreement – Public Road and Rail Crossing at Grade Interfaces.

BACKGROUND

Brookfield Rail first provided all Local Governments with an interface agreement in March 2014. After concerns were raised by several Local Governments, a meeting was held in Wickepin on 11 April and it was agreed to revise the interface agreement.

Brookfield Rail has now provided version 2.1 of the Interface Agreement.

COMMENT

The new interface agreement clearly outlines Council's responsibilities in relation to any works required in and around railway lines and road crossovers.

The bottom line is that Council are responsible for the cost of all maintenance on its managed roads that intersect with rail crossings.

The area of 3 metres either side of the railway track is still the responsibility of Local Government but the work must be undertaken by Brookfield rail employees or a person with the appropriate track access licence.

The saving part for Council is that works cannot be carried out on the interface areas until an agreement on the cost of the works is approved by all parties concerned.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Future budgets, should work be required.

STRATEGIC IMPLICATIONS

N/A

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to sign the Brookfield Rail Interface Agreement – Public Road and Rail Crossing at Grade Interfaces dated 20 June 2014.

COUNCIL RESOLUTION

M19/0714

Moved Cr Pepper

Seconded Cr Davis

That Council lay the item on the table to allow for further investigation. Item to be presented at the next ordinary Council meeting.

CARRIED 7/0

Attachment 12.3

Interface Agreement *Rail Safety Act 2010 (WA)*

Public Road and Rail Crossing At Grade Interfaces

BETWEEN

Brookfield Rail Pty Ltd

AND

The Shire of Beverley

AND

The Commissioner of Main Roads/
Main Roads Western Australia

20/06/2014

Attachment 12.3

DOCUMENT CONTROL

Version	Date	Amended By	Details of Amendment
1.0	15/01/2013	Not Applicable	Original Issue
2.0	20/01/2014	Brookfield Rail	General revision. Responsibilities clarified. Background information added. Demarcation diagram revised. Reformatted.
2.1	20/06/2014	Brookfield Rail	Insertion of definition for Non-Operational Line. Amendment to the clauses 1.4, 5.2 & 13.5. Insertion of additional clause as 9.4 and consequential numbering amendments.

Attachment 12.3

TABLE OF CONTENTS

DOCUMENT CONTROL.....	2
TABLE OF CONTENTS.....	3
INTERFACE AGREEMENT.....	4
1. PURPOSE.....	5
2. DEFINITIONS.....	5
3. SCOPE OF THE AGREEMENT.....	8
4. TERM OF INTERFACE AGREEMENT.....	8
5. RESPONSIBILITIES OF PARTIES.....	8
6. AGREEMENT OF PARTIES.....	11
7. IDENTIFICATION, ASSESSMENT AND MANAGEMENT OF RISK.....	11
8. INCIDENT MANAGEMENT.....	12
9. WORKS.....	12
10. PERSONNEL MANAGEMENT.....	13
11. AMENDMENT.....	14
12. CHANGE OF OWNERSHIP.....	14
13. AUDITING AND COMPLIANCE.....	14
14. COMMUNICATIONS.....	15
15. DISPUTE RESOLUTION.....	15
EXECUTION PAGE.....	17
SCHEDULE 1 - LIST OF RAIL AND ROAD INTERFACES	
APPENDIX A – CONTACT DETAILS	
APPENDIX B - AREAS OF DEMARCATION	
APPENDIX C - REFERENCE DOCUMENTS	

Attachment 12.3

INTERFACE AGREEMENT

Between the parties

BR	Brookfield Rail Pty Ltd ABN 42 094 721 301 of 2-10 Adams Drive, Welshpool, Western Australia 6106
-----------	--

Shire	Shire of Beverley ABN 33 895 807 275 of 136 Vincent Street, Beverley Western Australia 6304
--------------	--

MRWA	Commissioner of Main Roads/Main Roads Western Australia ABN 50 860 676 021 of Waterloo Crescent, East Perth, Western Australia 6004
-------------	--

Background	<ol style="list-style-type: none">1. Brookfield Rail Pty Ltd (BR) is the Rail Infrastructure Manager for the freight rail network in the southern part of Western Australia and is accredited for this purpose pursuant to Part 4 of the <i>Rail Safety Act 2010</i>.2. The Shire of Beverley is the local government body having charge of the roads and streets in its district and as such is the Road Manager of the local Public Roads (defined as secondary roads for the purposes of the <i>Main Roads Act 1930</i>) within its district.3. The Commissioner of Main Roads has charge of main roads and highways (as defined in the <i>Main Roads Act 1930</i>) in Western Australia and as such is the Road Manager of main roads and highways. The Commissioner of Main Roads also has certain powers under the <i>Road Traffic Code 2000</i> with respect to the erection of traffic control signals and road signs (includes road markings), and additionally has agreements in place with local governments for certain maintenance aspects referred to in this Agreement.4. Sections 64 and 66 of the <i>Rail Safety Act 2010</i> require the Road Managers of Public Roads and Rail Infrastructure Managers to identify and assess risks to safety associated with road and rail interfaces and to seek to enter into an Interface Agreement for the purpose of managing those risks.5. This Agreement comprises the Interface Agreement between the parties.
-------------------	---

The parties agree as follows:

Attachment 12.3

1. PURPOSE

- 1.1 Public Road Managers and Rail Infrastructure Managers are required under sections 64 and 66 of the *Rail Safety Act 2010* to identify and assess risks to safety associated with road and rail interfaces and to seek to enter into an Interface Agreement for the purpose of managing those risks.
- 1.2 The parties to this Interface Agreement recognise the need for an open and collaborative approach to identify, assess and manage risks to safety associated with road and rail interfaces, and commit to fully co-operate in all aspects of that need.
- 1.3 This Agreement:
 - (a) Provides a framework within which the parties commit to co-operatively manage the identified safety risks;
 - (b) Sets out and describes the responsibilities of the respective parties to this Agreement relating to the Interfaces specified in Schedule 1; and
 - (c) Provides the mechanism to jointly manage risks for the safe operation of rail and road movements at the Interfaces specified in Schedule 1.
- 1.4 This Agreement primarily relates to the responsibilities of each party in managing the safety risks at the Interfaces identified in Schedule 1 of this Agreement as amended from time to time. It is not intended to address cost, or cost distribution of compliance. To the extent that any cost is referred to in this Agreement, it is for general guidance only. Existing agreements relating to liability for cost remain unchanged.
- 1.5 This Agreement relates to At Grade Crossing Interfaces only. Where a grade separated Interface exists (i.e. where a Road or Footpath crosses over or passes under any railway by means of a bridge, overpass, tunnel or subway), this will be dealt with by a separate Interface Agreement.
- 1.6 This Agreement relates to Public Roads only. Where an Interface exists with a road other than a Public Road, a separate Interface Agreement may be entered into with the Road Manager of that private road under section 65 of the *Rail Safety Act 2010*.

2. DEFINITIONS

The meanings of the terms used in this Agreement are set out below:

Term	Meaning
Agreement	This document including any schedules or annexures.
ALCAM	Australian Level Crossing Assessment Model – a tool used in the risk assessment of a Level Crossing.
At Grade Crossing	Where a Road or Footpath crosses a rail line at the same level.

Attachment 12.3

Carriageway	The trafficable surface of a Road, ordinarily used for vehicular traffic.
Corrective Action Report	A report that details specific actions designed to reinstate or maintain safety at a crossing and which identifies the entity responsible for the actions.
Danger Zone	The area encompassing the rail lines and extending 3 metres horizontally either side from the outer rails, including any distance above or below this area.
Footpath	An area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians. This includes, but is not limited to, a shared path, dual use path and bicycle path.
Incident	An occurrence at or affecting an Interface, which has the potential to adversely impact or has resulted in an adverse impact to the safety of persons or infrastructure or Road or train operations.
Interface	The location where a rail line intersects or interacts with a Road or Footpath. For the purposes of this Agreement, this includes Level Crossings, Pedestrian Crossings and Mid-block Crossings.
Interface Agreement	<p>An agreement in writing about managing risks to safety identified and assessed under Part 4 Division 4 of the <i>Rail Safety Act 2010</i> that includes provisions for –</p> <ul style="list-style-type: none">(a) implementing and maintaining measures to manage those risks; and(b) the evaluation, testing and, where appropriate, revision of those measures; and(c) the respective roles and responsibilities of each party to the agreement in relation to those measures; and(d) procedures by which each party to the agreement will monitor compliance with the obligations under the agreement; and(e) a process for keeping the agreement under review and its revision.
Level Crossing	An area where a Road and a railway meet at substantially the same level, whether or not there is a "level crossing" sign on the road at all or any of the entrances to the area.
Mid-block Crossing	An area where a Footpath crosses a railway not adjacent to a Level Crossing that includes a Carriageway.
Non-Operational Line	A railway line which under current network operations does not carry routine train services but which carries machines, vehicles and equipment for railway maintenance.

Attachment 12.3

Pedestrian Crossing	An area where a Footpath crosses a railway adjacent to a Level Crossing that includes a Carriageway.
Public Road	A Road as defined below.
Rail Infrastructure	<p>The facilities that are necessary to enable a railway to operate safely and includes, but is not limited to –</p> <ul style="list-style-type: none">(a) railway tracks, and associated track structures; or(b) service roads, signalling systems, communication systems, rolling stock control systems and data management systems; or(c) notices and signs; or(d) electrical power supply and electric traction systems; or(e) associated buildings, workshops, depots and yards.
Rail Infrastructure Manager	<p>In relation to rail infrastructure of a railway, means the person who has effective management and control of the rail infrastructure, whether or not the person –</p> <ul style="list-style-type: none">(a) owns the rail infrastructure; or(b) has a statutory or contractual right to use the rail infrastructure or to control, or provide, access to it.
Road	Any highway, road or street open to, or used by, the public and includes every carriageway, footway, reservation, median strip and traffic island thereon.
Road Infrastructure	<ul style="list-style-type: none">(a) the infrastructure which forms part of a road, footpath or shoulder, including –<ul style="list-style-type: none">(i) structures forming part of the road, footpath or shoulder; or(ii) materials from which a road, footpath or shoulder is made.(b) the road-related infrastructure including infrastructure which is installed or constructed to –<ul style="list-style-type: none">(i) facilitate the operation or use of the road or footpath; or(ii) support or protect the road or footpath;(c) all bridges, viaducts, tunnels, culverts, grids, approaches and other things appurtenant to the road or footpath or used in connection with the road or footpath.
Road Manager	In relation to a Public Road means a Local Government or the Commissioner of Main Roads. For the purposes of this Agreement, the Road Manager means that party identified as the Road Manager of each Interface set out in Schedule 1.

Attachment 12.3

3. SCOPE OF THE AGREEMENT

- 3.1 This Agreement applies to the management of risks at the Interfaces specified in Schedule 1 and includes provision for the requirements of sections 64 and 66 of the *Rail Safety Act 2010*.

4. TERM OF INTERFACE AGREEMENT

- 4.1 This Agreement will commence on the date of execution by the last party.
- 4.2 This Agreement will be reviewed by the parties upon the earlier of:
- (a) a change in circumstance occurring in relation to any of the Interfaces specified in Schedule 1; or
 - (b) the 5 year anniversary of the date of commencement of this Agreement,
- and in any event will be subject to ongoing review at least once every 5 years.

5. RESPONSIBILITIES OF PARTIES

5.1 Primary sources of responsibility

In addition to the *Rail Safety Act 2010* (WA), the parties to this Agreement have responsibilities for Interfaces which are derived from various sources and which include:

Railway Crossing Protection in Western Australia – Policy and Guidelines

This document (prepared by Main Roads WA) outlines the level of control required at all railway Level Crossings in Western Australia.

Public Works Act 1902 (WA)
Maintenance of public roads at railway crossings and near railway stations

Section 103(1) of the *Public Works Act 1902* provides that where a road or street crosses a railway on the level, the local authority having charge of the roads or streets in the district shall maintain the road and crossing on the railway, and for a distance on each side of 10 metres outside the railway.

Road Traffic Code 2000 (WA)
Power to erect traffic-control signals and road signs

Regulation 297(1) of the *Road Traffic Code 2000 (WA)* empowers the Commissioner of Main Roads to *erect, establish or display, and alter or take down any road sign, road marking or traffic control signal* on a Public Road.

Attachment 12.3

In the context of a Level Crossing, this includes approval for the level of control of:

- the regulatory GIVE WAY and STOP signs at passive crossings;
- regulatory traffic control signals including flashlights or boom barriers at active crossings;
- all warning signs including static and active advance warning signs;
- all road markings including holding lines, barrier centre lines and yellow box markings; and
- other complimentary signage such as speed zones, adjacent regulatory signs or traffic signals on roads.

Rail Safety Act 2010 (WA) **Safety management system**

In accordance with section 59 of the *Rail Safety Act 2010 (WA)*, BR, as an accredited Railway Infrastructure Manager has in place a safety management system in respect of its railway operations. As part of this safety management system it is a requirement that all persons accessing and/or working within the rail corridor must hold a Track Access Permit.

5.2 Allocation of specific actions and activities

Where not otherwise subject to separate agreement, the parties agree that each party to this Agreement will undertake the following actions/activities in respect of the Interfaces specified in Schedule 1:

Main Roads Western Australia/Commissioner of Main Roads (MRWA)

- Install and maintain the appropriate regulatory signs, warning signs, road markings and advance flashing warning panels on Public Road approaches to Level Crossings – excludes signage affixed to railway hardware.

Road Manager – Local Government

- Maintain the Road approaches up to three metres (3m) either side from the outside running rail.
- Arrange, undertake and maintain any vegetation clearing and/or removal of other physical obstructions on Roads to provide requisite driver visibility sightlines on the approaches to Level Crossings (including any approach made to, or negotiation required with, private property owners).
- Notify the Rail Infrastructure Manager of any road works planned, either of a temporary or permanent nature, in the vicinity of a crossing. (See section 9 of this Agreement)
- Notify the Rail Infrastructure Manager of any change in land use adjacent to an Interface or any change in Level Crossing use.
- Report to MRWA any damaged and unserviceable line marking and signage associated with a Level Crossing identified during inspection in accordance with normal maintenance regimes.

Attachment 12.3

Rail Infrastructure Manager

- Arrange and coordinate installation of flashing lights, boom barriers, warning bells and advance warning sign control devices (in accordance with MRWA's renewal and upgrade programme).
- Maintenance of above equipment and devices in conjunction with MRWA.
- Undertake and maintain any vegetation clearing and/or removal of other physical obstructions within the rail corridor to provide adequate visibility on the approaches to Level Crossings.

Only accredited personnel holding a Track Access Permit are permitted to work within the rail corridor or within the Danger Zone (see diagram annexed as Appendix B). Accordingly, unless otherwise agreed and subject to prior agreement between the parties, the following activities are carried out by the Rail Infrastructure Manager at the cost of either the Local Government or MRWA as indicated in brackets below¹:

- Level Crossings - Maintain the roadway within three metres (3m) of the outside running rails. (Local Government)
- Pedestrian Crossings - Install and maintain flashing lights, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) as applicable, including any signage affixed to these devices. (MRWA in accordance with renewal and upgrade programme).²
- Mid-block Crossings - Install and maintain flashing lights, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) as applicable, including any signage affixed to these devices. (Local Government).²

Reciprocal action for all parties

- Notify each other party of material changes to usage of an Interface of which a party is aware. These changes may arise from things such as higher speed rail or road traffic, increased volume of rail or road traffic (for example arising from a changes in land usage or development) or change of road vehicle types or change to road designation (for example to an oversize vehicle route). If the parties identify a new risk (or increased level of an existing risk), the parties must, as appropriate reassess and manage these risks so far as is reasonably practicable.

¹ The indication of party responsible for cost should be used as a general guide only. All works are site and case specific.

² There may be instances where the distinction between Pedestrian and Midblock Crossings is unclear, in such cases works required and division of cost must be negotiated and agreed between the Local Government and MRWA prior to the works being undertaken.

Attachment 12.3

6. AGREEMENT OF PARTIES

6.1 Each party agrees to:

- (a) Commit to the highest standards of safety in performing its functions or conducting its business so far as is reasonably practicable;
- (b) Work co-operatively with the other parties, and with third party entities whose activities may give rise to risks at or near an Interface, to identify and assess risks at Interfaces and develop, implement and monitor measures to manage the risks;
- (c) Carry out the identification, assessment, allocation and management of risk in accordance with accepted risk management practice;
- (d) Commit to continued management of the Interface; and
- (e) Conform to the appropriate standards, policies and guidelines relevant to their respective operations.

7. IDENTIFICATION, ASSESSMENT AND MANAGEMENT OF RISK

7.1 The Rail Infrastructure Manager and Road Manager have an ongoing obligation to identify and assess, so far as is reasonably practicable, risks to safety that may arise in relation to the Interfaces the subject of this Agreement.

7.2 Section 67 of the *Rail Safety Act 2010* (WA) provides that for the purpose of identifying and assessing the risks to safety at an Interface, a party may:

- (a) by itself identify and assess those risks; or
- (b) identify and assess those risks jointly with another party; or
- (c) adopt the identification and assessment of those risks carried out by another party to this Agreement.

7.3 As a minimum, the following must be carried out in respect of each Interface:

- Identify the type of Interface;
- Identify the location of the Interface;
- Identify the risks to safety at each Interface;
- Determine measures to manage, so far as is reasonable practicable, those risks; and
- Assign responsibility for the management measures determined to the appropriate party.

7.4 ALCAM has been designed for and is used as a tool for risk assessment of Level Crossings. Each crossing is assessed uniformly using a standardised procedure to gather crossing data. The model then provides a risk score for each Level Crossing which enables the comparison of relative risk across all crossings within a given group (locality/line etc.). This model has been or will be used to assess risks at Interfaces the subject of this Agreement.

Attachment 12.3

- 7.5 Where there has been a material change in relation to an Interface and such change is likely to affect the ALCAM assessment obtained in respect of an Interface, then the parties must arrange for the Interface to be re-assessed.
- 7.6 Either party may, by notice in writing to the other, instigate a re-assessment where it is deemed necessary.
- 7.7 Following an ALCAM assessment, if any corrective action is required in respect of an Interface, a Corrective Action Report (or similar) may be prepared. This will outline the action required for mitigation or elimination of unacceptable risks identified and the party responsible for carrying out the action.

8. INCIDENT MANAGEMENT

- 8.1 Rail Infrastructure Managers and Road Managers shall manage incidents wholly within their area of responsibility in accordance with each party's incident management plan.
- 8.2 Incidents affecting both Rail Infrastructure and Road Infrastructure across an Interface should be managed jointly and cooperatively by the parties.
- 8.3 The established information sharing protocols shall be followed during an emergency incident.
- 8.4 Unless required by law or to ensure safety, the parties shall not engage in any conduct that is likely to prejudice an investigation into an Incident and reserve the right to undertake timely inspection of any Rail or Road Infrastructure, rolling stock or other property of the respective parties damaged as a result of an Incident.
- 8.5 The Rail Infrastructure Manager shall report rail safety Incidents to the Office of Rail Safety under the terms of its accreditation.
- 8.6 In the case of major Incidents involving serious injury or death, the activities of the parties may come under the control of emergency services organisation as detailed in BR's Westplan.
- 8.7 Copies of BR's Westplan (State Emergency Management Plan for BR Emergencies) - are available on BR's Website: www.brookfieldrail.com and at the State Emergency Management Committee Website: www.semc.wa.gov.au

9. WORKS

- 9.1 The parties acknowledge that any road or other works conducted in the vicinity of Interfaces can adversely affect the level of safety at that Interface.
- 9.2 In any case where any road or other works are likely to impact on the safety of rail operations, the Road Manager shall notify the Rail Infrastructure

Attachment 12.3

Manager of works planned, either of a temporary or permanent nature, in the vicinity of an Interface.

- 9.3 The need for such notification will depend on the level of risk of the work to be undertaken and the proximity of the work activity to the Interface. As a general guide, the table below shows the minimum distances from the railway within which any road or other works should not proceed without prior notification to the Rail Infrastructure Manager. Contact details are provided in the Rail Infrastructure Manager Details section of this Agreement.

Speed Limit Km/h	Distance from railway (m)
<70	150
70 to 90	200
>90	300

- 9.4 In any case where rail works are likely to impact on the safety of road operations, the Rail Infrastructure Manager shall notify the Road Manager of works planned, either of a temporary or permanent nature, in the vicinity of an Interface.

9.5 Emergency maintenance works

The parties will work cooperatively to minimise response times where emergency maintenance works are required to be undertaken at an Interface. Contact details of the applicable emergency contact personnel for each party is to be maintained by the respective parties in Appendix A.

10. PERSONNEL MANAGEMENT

10.1 Competency

Each party shall ensure that its workers carrying out activities in or about the Interface comply with the relevant safe working procedures, rules and policies developed by the party or as detailed in their organisation specific conditions. Such procedures, rules and policies must be consistent with the party's obligations under all applicable Law.

10.2 Safe Access by other parties

Each party may make use of third parties under contract or otherwise to deliver any aspect of its operational or infrastructure obligations at or affecting the Interface.

The party engaging the service of a third party shall ensure that any personnel working in or about an interface is fully informed as to the requirements of working in such a locality including any required accreditation, documentation, training, site induction or similar provisions.

The parties will ensure that their respective contractors and subcontractors will comply with this Agreement when engaged in works to which this Agreement relates. In particular third parties must be made aware of the

Attachment 12.3

requirements relating to working in the "Danger Zone" as shown in Appendix B.

11. AMENDMENT

- 11.1 The parties may without formal amendment to this Agreement, amend Schedule 1 from time to time by written agreement to allow for Interfaces to be added or removed as required. An updated Schedule becomes effective when it is dated and signed by all parties.
- 11.2 The parties may without formal amendment to this Agreement, amend Appendix A as per Clause 14.3.

12. CHANGE OF OWNERSHIP

- 12.1 A party to this Agreement undergoing a change in ownership shall notify the other parties as soon as practicable. Contact details for each party are as specified in this Agreement.
- 12.2 The change of ownership of either a Rail Infrastructure Manager or Road Manager shall require the re-negotiation of this Agreement to identify the new owners and inform them of their responsibilities.
- 12.3 Rail Infrastructure Managers are obliged to meet all regulatory requirements for transfer or assignment of accreditation, including sections 56 and 57 of the *Rail Safety Act 2010* (WA)

13. AUDITING AND COMPLIANCE

13.1 Maintaining and Monitoring Compliance

- (a) The parties shall be jointly responsible through their nominated representatives for maintaining and monitoring compliance with this Agreement.
- (b) In the event of an emergency, and it is not possible to comply with this Agreement, every effort shall be made by the non-complying party to consult with other parties to the Agreement to determine the best course of action to ensure the safest conduct of activities at the Interface.

13.2 Register of Interface Agreements

In accordance with section 70 of the *Rail Safety Act 2010*, each party shall maintain a register of the Interface Agreements to which they are a party using their existing internal information and/or document management systems.

13.3 Record of Corrective Action Reports

Attachment 12.3

The parties shall keep a record of all Corrective Action Reports.

13.4 Reporting Instances of Non-Compliance

Instances of non-compliance shall be brought to the attention of relevant compliance officers of each party to be dealt with in accordance with their internal procedures.

13.5 Safety Auditing Compliance

- (a) The Rail Infrastructure Manager shall conduct regular safety audits.
- (b) The Road Manager shall conduct regular safety audits to ensure the safety performance of the approach roads to an Interface are assessed as part of maintenance responsibilities in the context of the Local Government's road network.
- (c) The parties shall jointly reassess the risk to safety of an Interface after a major Incident.
- (d) Should a party discover a defect in another party's infrastructure, the party making the discovery will use best endeavours to share the relevant details with the other party as soon as is reasonably practicable.

13.6 Reciprocal Inspections and Audits

In the event the parties agree there is an issue adversely affecting Interface safety, the parties shall allow the conduct of relevant reciprocal inspections or audits to facilitate remedial action.

14. COMMUNICATIONS

- 14.1 The parties shall promptly notify each other of any occurrence or Incident which affects the responsibilities of any of the other parties to this Agreement in respect of an Interface.
- 14.2 Contact details for each party as identified in Appendix A are to be used in emergency situations or during normal course of business as appropriate.
- 14.3 All parties agree to regularly update Appendix A as changes occur. Updating of Appendix A can be carried out at any time by any Party for its own organisation without requiring approval from the other parties. The party amending its contact details shall forward to the other parties updated copies of Appendix A ensuring the Appendix A - Document Control table is appropriately updated prior to forwarding.

15. DISPUTE RESOLUTION

- 15.1 The parties agree to resolve all disputes in good faith.
- 15.2 Should a dispute arise between the parties in connection to this Agreement, a party may issue a written notice of dispute to the other party or parties.

Attachment 12.3

- 15.3 Within a reasonable period of receipt of a dispute notice, senior officers of each party shall meet or communicate to resolve the dispute.
- 15.4 If the senior officers are unable to resolve the dispute, Chief Executive Officers of the parties shall meet or communicate as soon as is practicable to attempt to resolve the dispute.
- 15.5 If the dispute is not resolved, then either party may refer the dispute to mediation by a single mediator by giving notice in writing to the other party or parties. If the parties are unable to agree upon the mediator and the mediator's remuneration, the mediator will be the person appointed by and the remuneration of the mediator is the amount determined by, the President of the Institute of Arbitrators & Mediators Australia (WA Chapter). Each party will bear its own costs relating to preparation and attendance at mediation, with the costs of the mediator being borne equally by the parties.
- 15.6 Failing resolution of the dispute at mediation, it will be open to any party to the dispute to commence legal proceedings.

Attachment 12.3

EXECUTION PAGE

This Interface Agreement is signed and witnessed on behalf of Brookfield Rail Pty Ltd by the following authorised representative:

SIGNED: _____	WITNESSED: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

This Interface Agreement is signed and witnessed on behalf of the Shire of Beverley by the following authorised representative:

SIGNED: _____	WITNESSED: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

This Interface Agreement is signed and witnessed on behalf of Main Roads Western Australia by the following authorised representative:

SIGNED: _____	WITNESSED: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Attachment 12.3

SCHEDULE 1 - LIST OF RAIL AND ROAD INTERFACES

No	Road Name	Type of Interface	Road Number	Rail Line and kms from datum of the Level Crossing	Description of Crossing	Rail Infrastructure Manager responsible	Road Manager responsible
1	York-Williams Road	Road/rail crossing	401 0003	Line 31 – 63.546km	Stop Signs	Brookfield Rail	Shire of Beverley
2	Spavens Road	Road/rail crossing	401 0044	Line 31 – 70.288km	Stop Signs	Brookfield Rail	Shire of Beverley
3	PED adjacent to John Street	PED/rail crossing	401 0105	Line 31 – 73.363km	Path	Brookfield Rail	Shire of Beverley
4	John Street	Road/rail crossing	401 0105	Line 31 – 73.372km	Flashlights	Brookfield Rail	Shire of Beverley
5	PED adjacent to John Street	PED/rail crossing	401 0105	Line 31 – 73.381km	Path	Brookfield Rail	Shire of Beverley
6	PED adjacent to Vincent Street	PED/rail crossing	401 0105	Line 31 – 73.990km	Path	Brookfield Rail	Shire of Beverley
7	Vincent Street	Road/rail crossing	401 0125	Line 31 – 74.002km	Flashlights	Brookfield Rail	Shire of Beverley
8	PED adjacent to Vincent Street	PED/rail crossing	401 0125	Line 31 – 74.021km	Path	Brookfield Rail	Shire of Beverley
9	Delisle Street	Road/rail crossing	401 0120	Line 31 – 74.768km	Stop Signs	Brookfield Rail	Shire of Beverley
10	McNeil Street	Road/rail crossing	401 0141	Line 31 – 75.427km	Stop Signs	Brookfield Rail	Shire of Beverley
11	Caudle Road	Road/rail crossing	401 0140	Line 31 – 79.477km	Stop Signs	Brookfield Rail	Shire of Beverley
12	Ludgate Street	Road/rail crossing	401 0143	Line 31 – 86.321km	Stop Signs	Brookfield Rail	Shire of Beverley
13	Dale Kokeby Road	Road/rail crossing	401 0010	Line 31 – 86.934km	Stop Signs	Brookfield Rail	Shire of Beverley
14	Rickley's Siding Road	Road/rail crossing	401 0137	Line 33 – 33.678km	Stop Signs	Brookfield Rail	Shire of Beverley
15	St Jack's Road	Road/rail crossing	401 0034	Line 33 – 34.521km	Stop Signs	Brookfield Rail	Shire of Beverley
16	Mawson Road	Road/rail crossing	401 0100	Line 33 – 46.725km	Stop Signs	Brookfield Rail	Shire of Beverley

Interface Agreement – Public Road and Rail Crossing At Grade Interfaces
Version 2.1

Attachment 12.3

APPENDIX A – CONTACT DETAILS

RAIL INFRASTRUCTURE MANAGER DETAILS

Brookfield Rail Pty Ltd
2-10 Adams Drive
WELSHPOOL WA 6106
General: 08 9212 2800
Emergency: 1300 087 246 (BR Train Control)
OHS: (08) 9212 2933 (Safety & Environment Co-Ordinator)

ROAD MANAGER DETAILS

The Shire of Beverley
136 Vincent Street
BEVERLEY WA 6304
General: 08 9646 1200

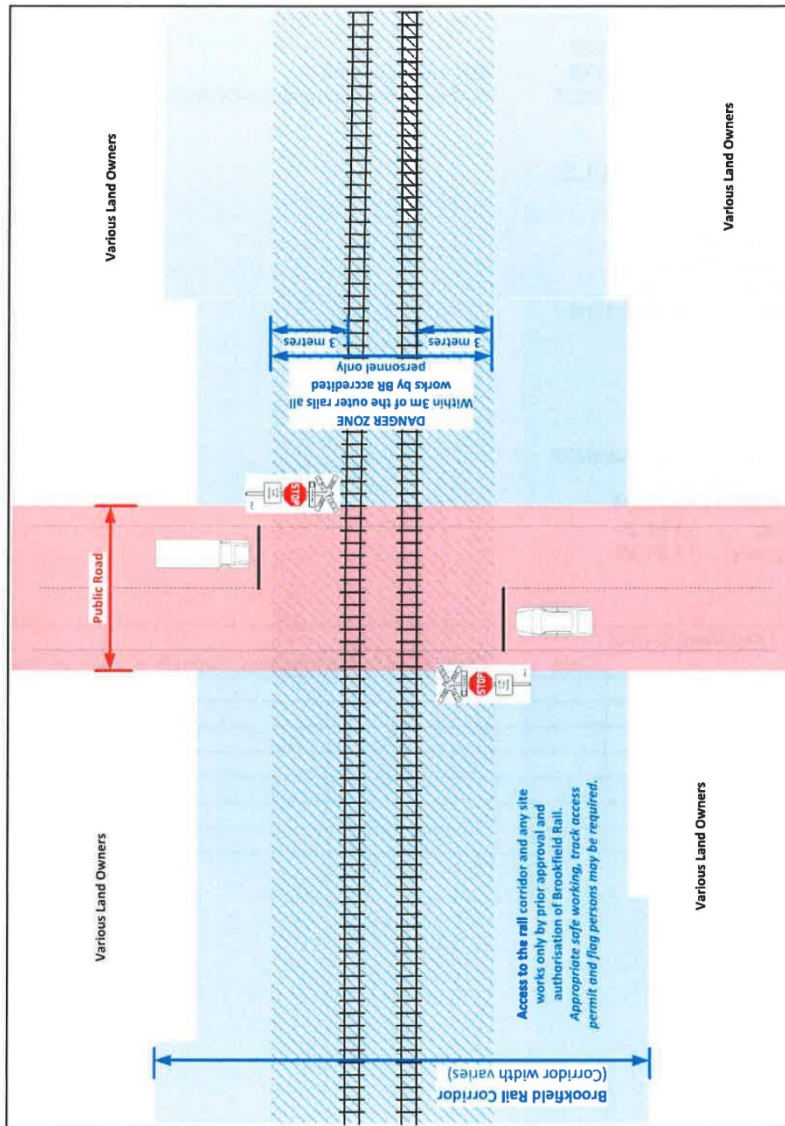
MRWA DETAILS

Main Roads Western Australia
Waterloo Crescent
EAST PERTH WA 6004
General: 13 81 38
Emergency: 13 81 38

Appendix A – Document control		
Amended by	Date	Distributed to the following contacts of other parties

Attachment 12.3

APPENDIX B - AREAS OF DEMARCATION



At a typical Level Crossing

The road reserve (area shown red) is continuous through the crossing.

The rail corridor (area shown blue) stops and starts either side of the road reserve.

Within 3 metres of the outer rail even within the road reserve all work must be carried out by Brookfield Rail accredited personnel. (area shown hatched in blue, the "Danger Zone").

Attachment 12.3

APPENDIX C - REFERENCE DOCUMENTS

Reference documents include:

Rail Safety Act 2010
Rail Safety Regulations 2011
AS 1742.7: 2007 – Manual of Uniform Traffic Control Devices - Railway Crossings
AS 1742.3: 2009 – Manual of Uniform Traffic Control Devices – Traffic control for works on roads
AS 4292.2: 2006 – Railway Safety Management – track, civil and electrical infrastructure
Main Roads WA – Railway Crossing Protection in WA – Policy and Guidelines
Road Traffic Code 2000
Road Traffic Act 1974
Main Roads Act 1930
Public Works Act 1902
AS/NZS ISO 31000: 2009 – Risk Management – Principles and guidelines
AS/NZISO 4801:2001 - OSH
Main Roads WA – Traffic Management for Works on Roads – Code of Practice
Rail Infrastructure Manager Operating Rules
Westplan: State Emergency Management Plan for Brookfield Rail Emergencies – Version September 2011, Review date December 2013

Copies of most documents are available from the State Law Publisher website or from the Road Safety Branch, MRWA – phone 9323 4111.

12.4 IT Disaster Recovery Plan

SUBMISSION TO: Ordinary Council Meeting 22 July 2014
REPORT DATE: 15 July 2014
APPLICANT: N/A
FILE REFERENCE: ADM 0460
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft IT Disaster Recovery Plan (under separate cover)

SUMMARY

Council to consider adopting the IT Disaster Recovery Plan.

BACKGROUND

Following recent disasters involving Local Government, namely the Claremont Office Building fire, and the new legislative requirements under *Local Government (Audit) Amendment Regulations 2013* Regulation 17, Council provided a budget allocation in 2013/14 to have a IT Disaster Recovery Plan produced.

IT consultants, Focus Networks, were approached to assist in the formulation of the plan.

COMMENT

At the 11 July 2014 Corporate Strategy Committee Meeting it was resolved to recommend to Council that the IT Disaster Recovery Plan be adopted.

The draft IT Disaster Recovery Plan is attached.

STATUTORY ENVIRONMENT

Regulation 17 of the Local Government (Audit) Amendment Regulations 2013 provides that the CEO is to review certain systems and procedures

- (2) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
- (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (4) The CEO is to report to the audit committee the results of that review.

FINANCIAL IMPLICATIONS

Minimal – Cost to test recovery scenario.

STRATEGIC IMPLICATIONS

Risk Management

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION

That Council adopt the IT Disaster Recovery Plan and it be reviewed annually.

COUNCIL RESOLUTION

M20/0714

Moved Cr White

Seconded Cr Davis

That Council adopt the IT Disaster Recovery Plan and it be reviewed annually.

CARRIED 7/0

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

New Business of an urgent matter only arising by order of the meeting.

14. CLOSURE

The Chairman declared the meeting closed at 3:57pm

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

PRESIDING MEMBER:

DATE: