



**24 MARCH 2015**

**ORDINARY MEETING**

**MINUTES**

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## **1. OPENING**

The Chairperson declared the meeting open at 2:14 pm.

## **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 P Gogol		North Ward
Cr LC Shaw		West 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 (2:14pm to 2:52pm)
Mrs A Lewis	Executive Assistant

### **2.3 Observers And Visitors**

Mr Daryl Brown (2:14pm to 2:25pm)  
Ms Lynn Isaacs (2:14pm to 3:15pm)  
Mr Arie Valkhoff (2:14pm to 3:15pm)

### **2.4 Apologies and Approved Leave of Absence**

Cr KM Murray	North Ward
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### **2.5 Condolences**

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

CONGREVE	Diana	1 March 2015
SKINNER (DAY)	Karen	3 March 2015
BUTHERWAY	Philip	5 March 2015
WAKEHAM	Dennis	18 March 2015
FRASER AC CH	John Malcolm	20 March 2015

## **3. DECLARATIONS OF INTEREST**

### **3.1 Mr SP Gollan – Item 12.1 (Financial) and Item 13.2 (Financial)**

### **3.2 Cr DJ Ridgway – Item 12.6 (Impartiality) and Item 12.7 (Impartiality)**

### **3.3 Cr DC White – Item 12.7 (Impartiality)**

### **3.4 Cr CJ Pepper – Item 11.2 (Financial)**

### **3.5 Cr P Gogol – Item 9.5 (Proximity)**

## **4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## **5. PUBLIC QUESTION TIME**

### **5.1 Mr Daryl Brown – Bennetts Road Christian Camp**

Question: Are Council aware of what is happening at the Christian Camp on Bennetts Road? Mr Brown believes the Christian Camp is changing hands on Thursday 26 March 2015 and has been advertised as a possible 125 bay powered site Caravan Park. The residents of Bennetts Road are concerned about pollution, waste, potable water, increased traffic noise, trespassers and off road bikes.

Response: The Shire President has taken the question on notice to allow further investigation.

The Shire Planner advised that new occupants would have to submit a new Planning Application if they do not meet the requirements of the previous planning application which was granted in April 1997. Further investigation is required.

2:25pm – Mr Brown thanked Council for their time, left the meeting and did not return.

## **6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes Of The Ordinary Council Meeting Held 24 February 2015**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 24 February 2015 be confirmed.

**COUNCIL RESOLUTION**

**M1/0315**

**Moved Cr Buckland**

**Seconded Cr Gogol**

**That the Minutes of the Ordinary Council Meeting held Tuesday 24 February 2015 be confirmed.**

**CARRIED 8/0**

## **8. TECHNICAL SERVICES**

Nil

## **9. PLANNING SERVICES**

### **9.1 Development Application: Signage 767 (Lot 7421) Westdale Road**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 17 March 2015  
**APPLICANT:** Ms Charmaine Willing, WFI Insurance  
**FILE REFERENCE:** WES 51437  
**AUTHOR:** B S de Beer, Shire Planner  
**ATTACHMENTS:** Map, Site Plan, Elevation Plan and Mainroads Letter.

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#### **SUMMARY**

An application has been received for planning approval in order to install commercial advertising signage along the Westdale Road. It will be recommended the application be approved.

#### **BACKGROUND**

An application for planning approval has been received to erect commercial signage alongside the Westdale Road on private property (No. 767 – Lot 7421 Westdale Road), as described in the attached application documentation.

#### **COMMENT**

The proposal is to have a permanent sign displaying the services of an insurance company operating within the Shire.

The subject site is zoned '*Farming*'. Table 2 in Shire of Beverley Town Planning Scheme No 2 (TPS 2) requires a setback distance of 35 meters from the front or road boundary, whereas the applicant requests a setback of approximately 3 meters from the road reserve boundary. The reasons for this reduced setback are elaborated upon in the submission from the applicant (attached hereto).

Shire Planner is in agreement with the justification presented to argue for the reduced setback. The application was referred to Mainroads WA which has no objection to the proposal.

The Shire's Planning Policy on Signage requires all signage located adjacent to a main road to be no larger than 4.5 m<sup>2</sup> in surface area. The proposed signage complies in this regard as it will be 2.88 m<sup>2</sup> in surface area.

To curb a possible undesirable proliferation of signage along main roads it is suggested that Council investigate ways to limit future signage to within 5 km of the Town Centre and also only permit businesses active within the Shire Boundaries to advertise in this way. An amendment to Shire Signage Policy would be the suggested route to follow.

#### **CONSULTATION**

Consultation was had with Mainroads WA – letter attached hereto.



### **STATUTORY ENVIRONMENT**

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

### **FINANCIAL IMPLICATIONS**

N/A

### **STRATEGIC IMPLICATIONS**

N/A

### **POLICY IMPLICATIONS**

N/A

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for signage on 767 (Lot 7421) Westdale Road, 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. Should the business cease to operate all relevant signage shall be removed.

#### **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**

**M2/0315**

**Moved Cr Buckland**

**Seconded Cr Pepper**

**That Council resolve to grant planning approval for signage on 767 (Lot 7421) Westdale Road, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

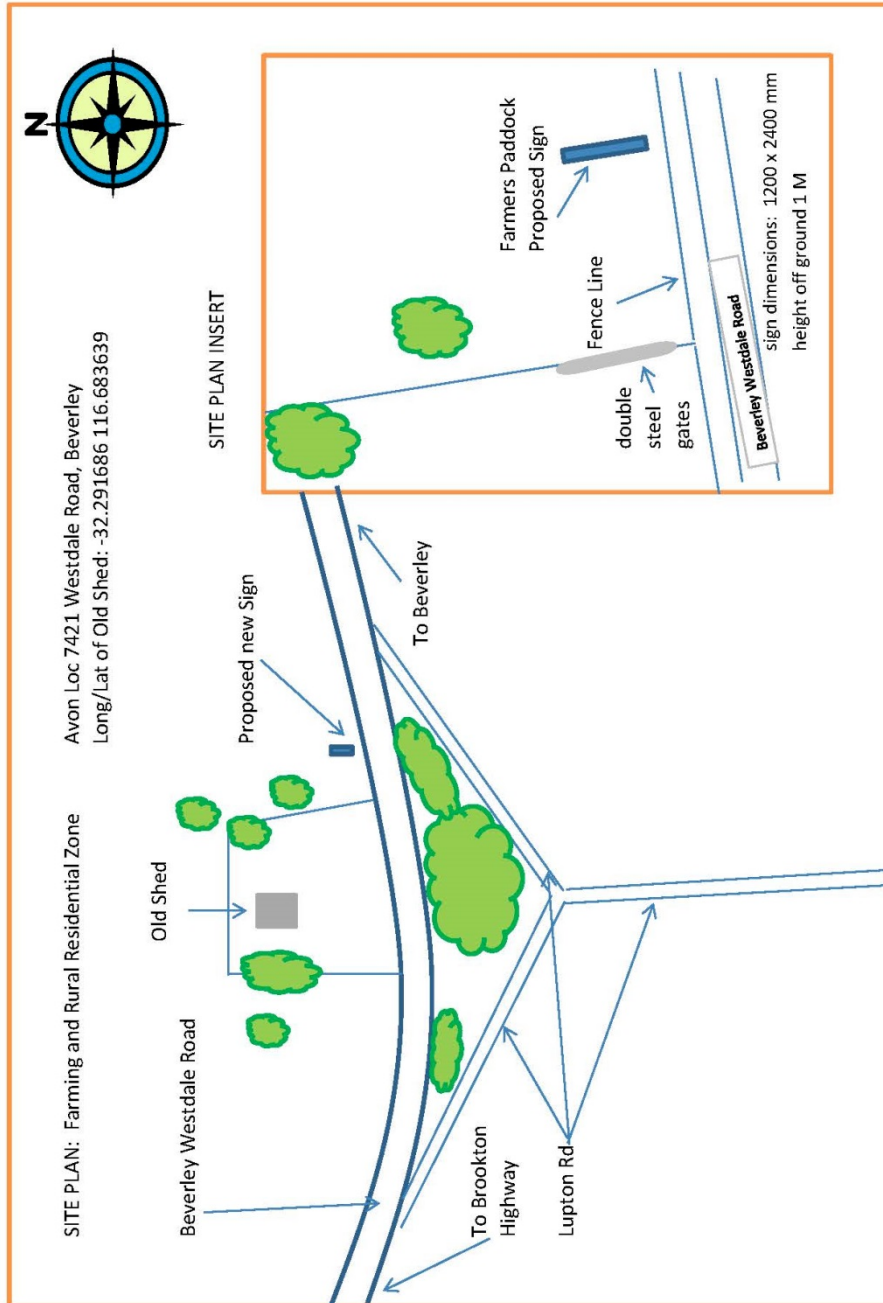
- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval 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. Should the business cease to operate all relevant signage shall be removed.**

**Advice Notes:**

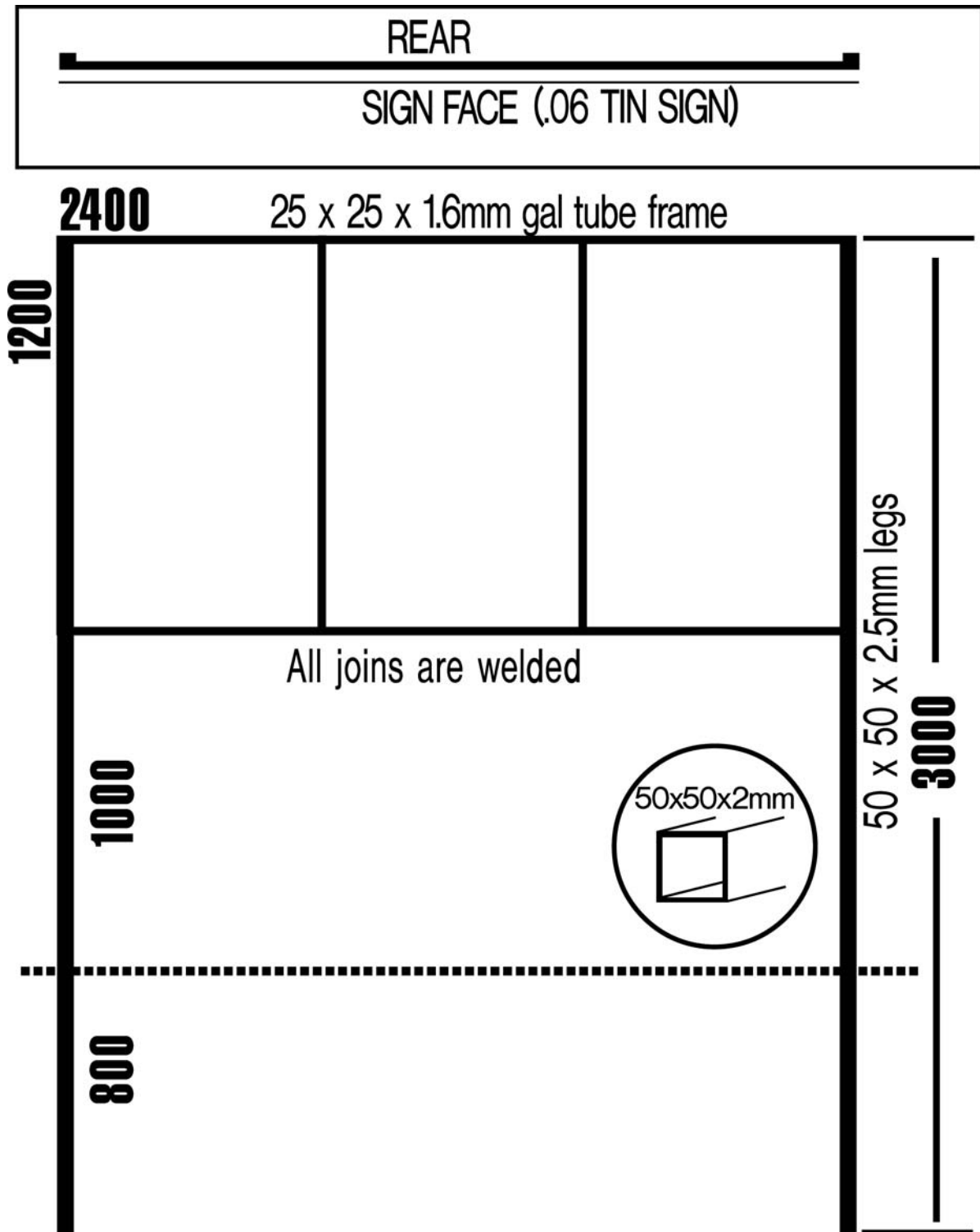
- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 2. The applicant is advised a building Permit is required prior to commencement of any building works.**

**CARRIED 8/0**

Attachment 9.1



Attachment 9.1



Attachment 9.1

For your insurance requirements call  
**Charmaine Willing**  
**0427 444 407**



WFI is a trading name of WFI Insurance Limited (ABN 24 000 036 279, AFSL 241461).  
Charmaine Willing is an Authorised Representative (AR 362598) of WFI.



## Attachment 9.1

### WFI Beverley (Lot 7421 Westdale) & Brookton Highway Signage – Setbacks

We have been told that apparently there is a requirement of 35m setback from the edge of the paddock for signage under the town planning laws.

We would like to position our signs as per our applications. These signs are on the edge of farmers paddocks on their land. If we had to go with the 35m setback regulation the signs would not be visible clearly from the road and hence would be pointless in this instance to install them. Also a farmer will not want a sign just plonked in the middle of their paddock as this would cause disruption to their farming activity. The Beverley sign is about 7m from the road verge and the Brookton one is about 9m.

If the signs must be placed 35 m back from the fence line then we fear that this application will not be necessary as neither of our clients will agree to this.

As I drive around the shires I haven't come across one sign that is setback 35m. The majority are located just inside of the fence line or a few metres back from the road on the roadside verges. There is a very large one at Kokeby which is definitely not 35M back.

We should therefore be grateful if you would consider waving this regulation. We have agreement from both of our clients to situate the signs as in our original application. The signs are not large in comparison to other signs situated at the roadside and therefore we do not think that this request is unreasonable.

Kind Regards

Charmaine Willing & Paula Raworth.

#### **Charmaine Willing**

Area Manager

WFI Authorised Representative (No. 362598)

**D** (08) 9646 1188 (Beverley) or (08) 9641 2662 (York)

**F** (08) 9646 1488 (Beverley) or (08) 9641 2630 (York)

**M** 0427 444 407

**E** [charmaine.willing@wfi.com.au](mailto:charmaine.willing@wfi.com.au)

**W** [wfi.com.au](http://wfi.com.au)

MAILING ADDRESS: PO BOX 285, BEVERLEY WA, 6304

OFFICE: 99 Vincent Street, Beverley or 21 Henrietta Street, York



Farm • Business • Strata Insurance

Attachment 9.1



Enquiries: Garry Clark on 08-98810533  
Our Ref: D15#22390  
Your Ref: File: WES 51437 – 2015/001

19 January 2015

Mr S De-Beer  
Shire Planner  
Beverley Shire  
PO Box 20  
BEVERLEY W.A 6304

Dear Mr De-Beer

**DEVELOPMENT APPLICATION: SIGNAGE ALONG SHIRE ROAD – 767 (LOT 7421), WESTDALE ROAD, BEVERLEY.**

Thank you Stefan, for your correspondence in regards to the new business sign on Westdale Road, at Lot 7421. As the new proposed business sign will be located on private property, final approval is with the shire of Beverley, in regards to this request.

For your Information: Main Roads Narrogin has reviewed the supplied documentation from yourself in regards to this request. We have undertaken a video inspection of the proposed sign location and have found no issues relating to our infrastructure.

Main Roads has no objections to this business sign being installed on Lot 7421, at the indicated location as shown on the applicant's rough site drawing.

If you require any further information, please contact Network Operations Officer, Garry Clark, on 08-98810533 or 0429-080-437.

Yours sincerely

Mark Russell  
OPERATION MANAGER

## **9.2 Development Application: Glider Hangar – Lot 29705 Bremner Road**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 17 March 2015  
**APPLICANT:** Thomas Norman Holt *et al*  
**FILE REFERENCE:** BRE 32745  
**AUTHOR:** B S de Beer, Shire Planner  
**ATTACHMENTS:** Maps and Glider Hangar Plans

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### **SUMMARY**

An application has been received for the construction of glider hangar at the Beverley Airfield. The application will be recommended for approval.

### **BACKGROUND**

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

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

There are a number of existing 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 28<sup>th</sup> 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 hanger applications indicates that the club is concerned proposed hangars may protrude into its safety zone. Should Council approve the application, it will be recommended the prohibition of hangers protruding into the safety zone, be a condition of approval.

A previous 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 hangers harmonising with the surrounding landscape. Therefore should Council approve the application it will be recommended the hangars be clad in Colorbond or similar material in a colour that is in harmony with the surrounding area, as a condition of approval.



It is 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**

N/A

### **STRATEGIC IMPLICATIONS**

N/A

### **POLICY IMPLICATIONS**

N/A

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council grant Planning Approval for the construction of a glider hanger 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 glider hanger is to protrude into the Beverley Rifle Club safety zone. (refer to Advice Note 3).
4. No trees are to be removed without the prior approval of the appropriate authorities.
5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area. Zincalume shall not be used for cladding.

#### **Advice Notes:**

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

2. The applicant is advised a building permit is required prior to commencement of any building works.
3. With regard to Condition 3, the applicant is advised to confirm the location of the safety zone with the Beverley Rifle Club.

**COUNCIL RESOLUTION**

**M3/0315**

**Moved Cr Pepper**

**Seconded Cr White**

**That Council grant Planning Approval for the construction of a glider hanger 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 glider hanger is to protrude into the Beverley Rifle Club safety zone. (refer to Advice Note 3).
4. No trees are to be removed without the prior approval of the appropriate authorities.
5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area. Zincalume shall not be used for cladding.

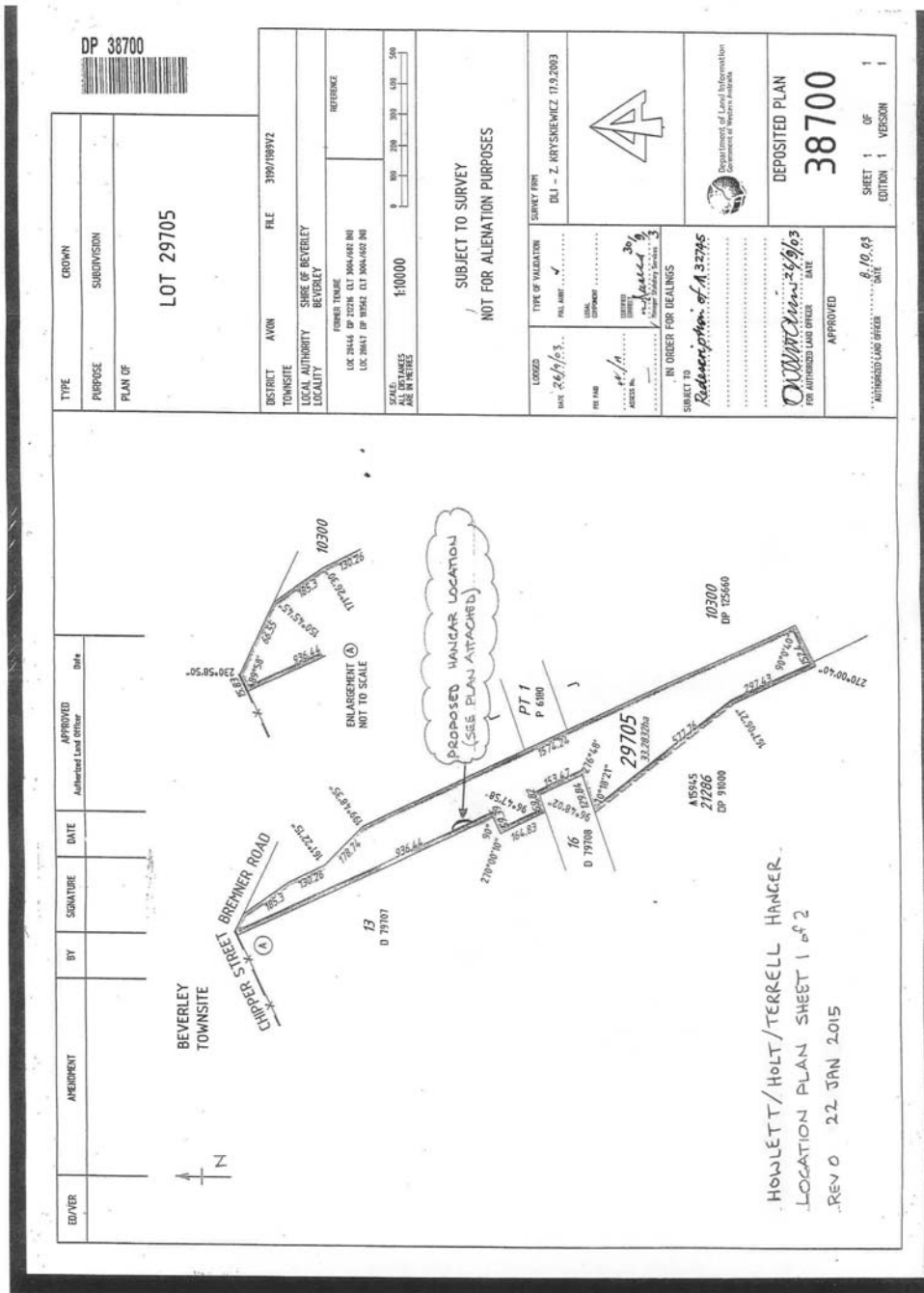
**Advice Notes:**

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

**CARRIED 8/0**

Note: Council asked Management to audit the number of Caravans at the Soaring Society camping area.

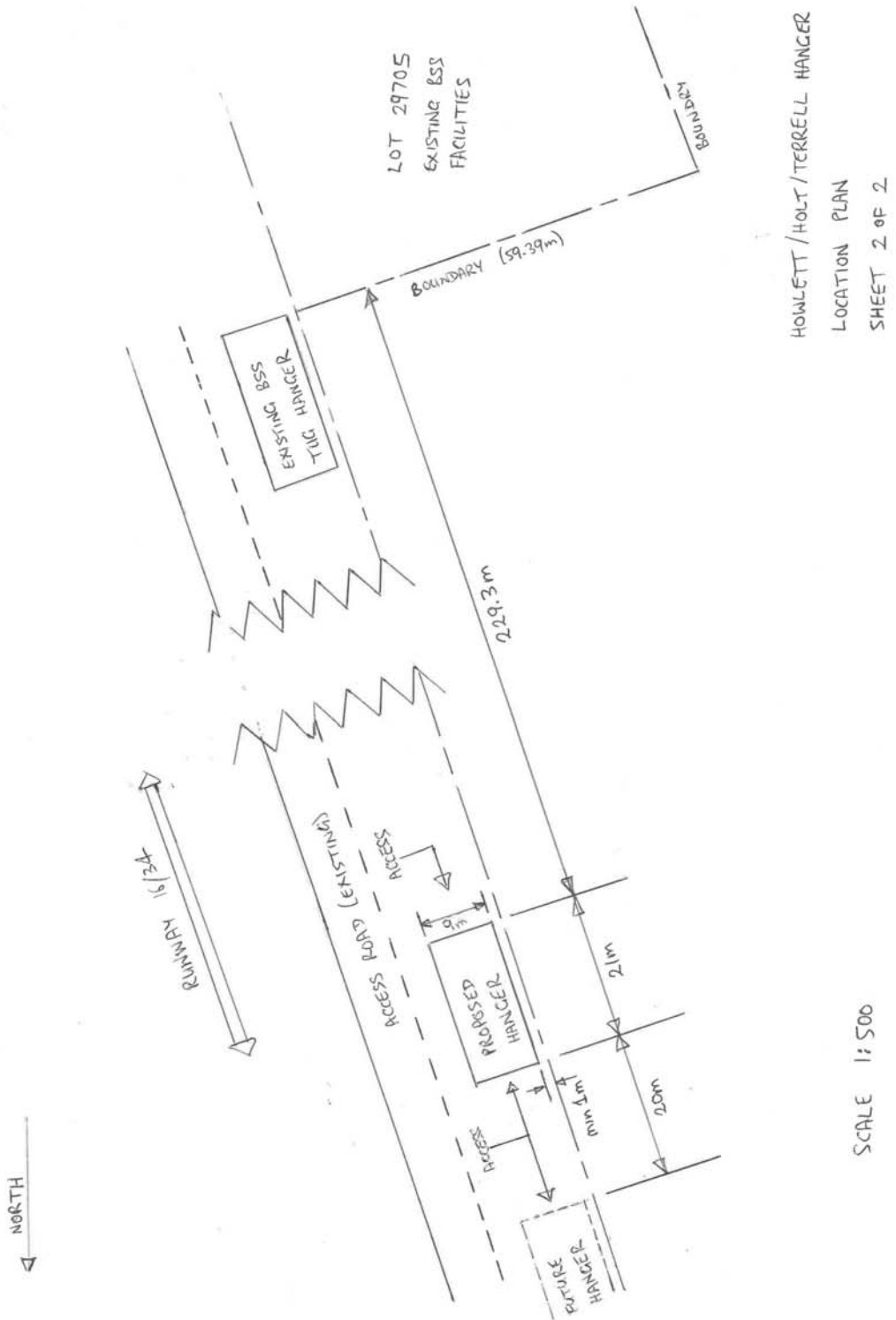
Attachment 9.2



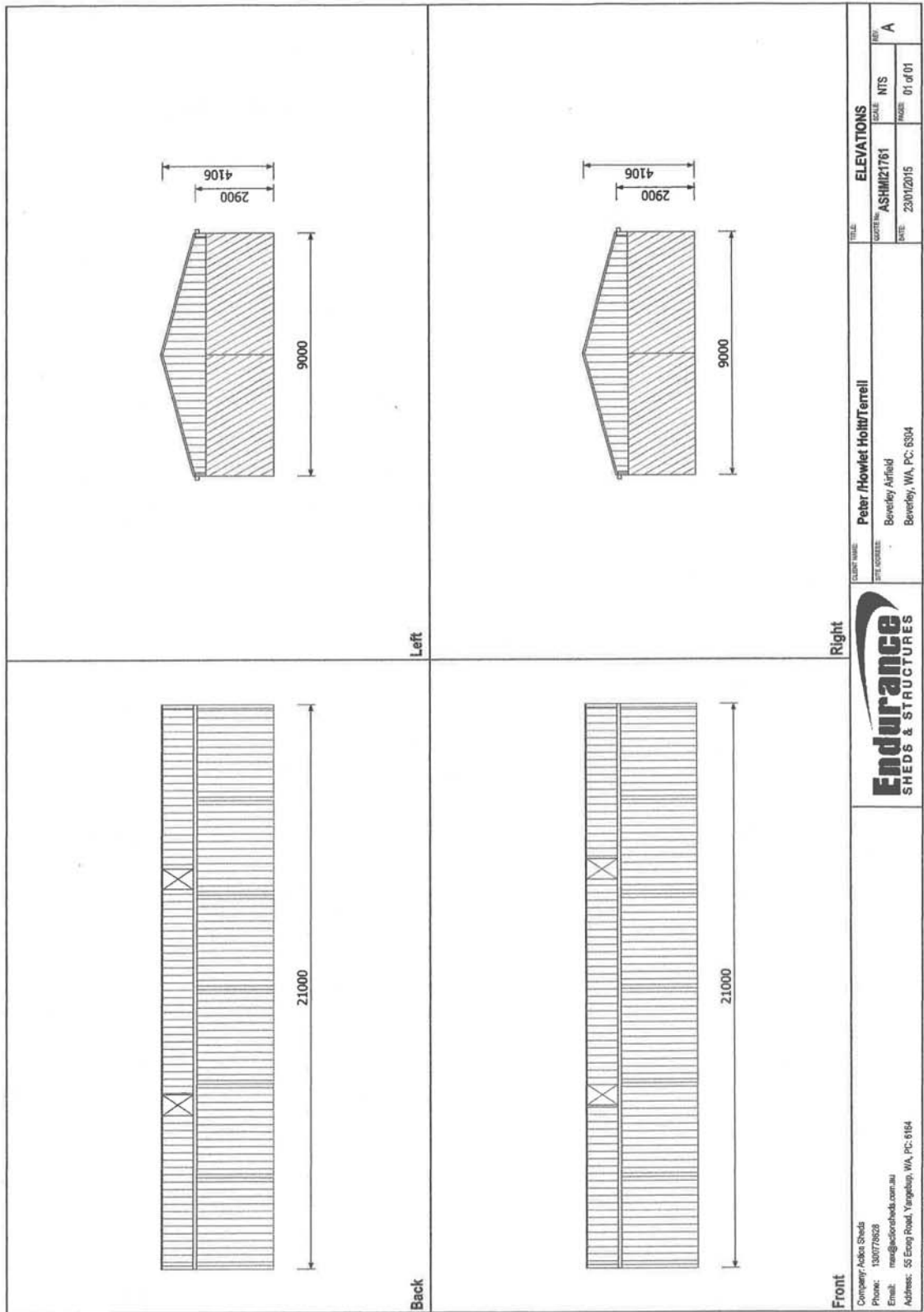
TYPE		CROWN	
PURPOSE		SUBDIVISION	
PLAN OF		LOT 29705	
DISTRICT		AVON	
TOWNSHIP		FILE 3190/189VZ	
LEGAL AUTHORITY		STATE OF BEVERLEY	
LOCALITY		BEVERLEY	
FORMER TOWNSHIP		REFERENCE	
LOC. SHALE OF FOOTING LOT 10300 (AS SHOWN ON LOC. SHANTY OF BEVERLEY LOT 10300 (AS SHOWN ON)		SCALE: 1:10000	
ALL DISTANCES ARE IN METRES		SUBJECT TO SURVEY NOT FOR ALIENATION PURPOSES	
LOADED DATE: 26/1/03	TYPE OF VALIDATION: FULL NAME	SURVEY FIRM: DELI - Z. KRYSZKIEWICZ 11.9.2003	
FILE NO.	DATE OF SURVEY: 30/1/03	DEPARTMENT: 3	
IN ORDER FOR DEALINGS			
SUBJECT TO: <i>Reference of A 327MS</i>		DEPOSITED PLAN <b>38700</b>	
APPROVED: <i>D. W. Holt</i> DATE: 24/1/05		SHEET 1 OF 1	
FOR AUTHORIZED LAND OFFICER		EDITION 1 VERSION 1	

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

Attachment 9.2



Attachment 9.2



Left

Right

Back

Front

<p>Company: Aclon Sheds Phone: 1300779828 Email: <a href="mailto:man@acsheds.com.au">man@acsheds.com.au</a> Address: 55 Enroy Road, Yangebup, WA, PC: 6164 Produced by Endurance TruQuote v2.9.0.0</p>		<p><b>Endurance</b> SHEDS &amp; STRUCTURES</p>		<p>CLIENT NAME: Peter Howlet Holt/Terreil SITE ADDRESS: Borekley Airfield Borekley, WA, PC: 6304</p>	<p>TITLE: ELEVATIONS QUOTE No: ASHM21761 SCALE: NTS DATE: 23/01/2015 PAGE: 01 of 01</p>	<p>REV: A</p>
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### **9.3 Ski Road Extension, Yenyening Lakes: Road Dedication Arrangements**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 17 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** WO YEN  
**AUTHOR:** B S de Beer, Shire Planner  
**ATTACHMENTS:** Figure 1: Contextual Locality Map; Figure 2: Proposed Road Corridor Alignment; Figure 3: Portions of affected subject land.

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#### **SUMMARY**

On Council's instruction, options were investigated to formalise a section of un-surveyed road which links the existing Ski Road with the Yenyening Lakes Recreational Area, and which presently traverses privately owned land (Mr. Trevor McLean's properties). This report recommends the steps to be taken to progress the matter.

#### **BACKGROUND**

The Shire Planner investigated options to formalize a section of un-surveyed road which links the existing Ski Road with the Yenyening Lakes Recreational Area, and which presently traverses privately owned land (Mr. Trevor Mclean's properties).

As part of the investigations valuations were obtained through the District Valuer's Office, as were presented to the Council at the meeting of October 2014.

On directive from Council, the Shire Planner and Chief Executive Officer held a meeting with Mr. McLean on 17 December 2014 to discuss the preferred options available to finalise the issue.

#### **COMMENT**

As part of the consultation with the Valuer's Office in seeking the value of the subject land, the following two possible scenarios was presented as possible options to address the road access issue:

Figure 1 represents the contextual location of the subject land being Lot 4436 on Deposited Plan no 109413, and Lot 7946 on Deposited Plan no 123737.

#### **Scenario A:**

Figure 2 represents the existing informal road alignment over privately owned land and the future possible road corridor, measuring approximately 1,442 m by 15 m wide. The estimated value of this corridor of land was calculated by the Valuer's Office to be **\$ 12,000**.

Surveying costs for the road dedication is estimated at approximately **\$15,000**.

#### **Scenario B:**

Figure 3 represents portions of the subject lots that the Shire might consider to purchase in its entirety from the present land owner, in order to address amongst

others the road access issue. The estimated value of these portions was calculated to be **\$175,000**.

Surveying costs for the required subdivision is estimated at approximately **\$10,000 (not verified)**. It has to be noted here that no consultation was had with the Western Australian Planning Commission regarding the feasibility of a subdivision at this location for this purpose. Shire planner is of the opinion that this option might not get approval for subdivision from the WAPC.

During discussions on the 17<sup>th</sup> December 2014 with Mr McLean, Scenario A was identified as the preferred option by all parties.

During the Briefing Forum session of the 24<sup>th</sup> of February 2015 Council instructed Shire Planner to prepare a formal report on the matter in order to obtain a Council Resolution to progress the matter.

#### **Road Dedication:**

As part of the broader process to formalize the Ski Road extension, a road dedication process will have to be initiated. The Officer's recommendation will reflect this aspect of the proposal.

#### **CONSULTATION**

Consultation was had with the owner of the subject land, Mr. Trevor McLean.

#### **STATUTORY ENVIRONMENT**

Road dedications are done under Section 56 of the *Land Administration Act, 1997*.

#### **FINANCIAL IMPLICATIONS**

If *Scenario A* as described above is to be pursued, the Shire will be liable for, amongst others, the following expenses:

Payment of compensation for the subject land:	\$12,000 (approx.)
Survey costs:	\$15,000 (approx.)
Legal Fees – agreement with Mr. McLean:	\$ 2,500 (approx.)
Fencing, cattle grids, etc.	\$ 10,000 (approx. – unverified)

#### **STRATEGIC IMPLICATIONS**

N/A

#### **POLICY IMPLICATIONS**

N/A

#### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICERS' RECOMMENDATION**

That Council hereby confirm that the subject land shown on the attached plan had been used uninterrupted by the public for more than 10 years, and further resolve to:-

1. Concur to the subject land being dedicated as Public Road under Section 56 of the Land Administration Act, 1997;
2. In accordance with the Regulations, prepare and deliver the request for the dedication of the subject land as public road to the Minister for consideration;
3. Enter into a formal agreement with the owner of the subject land in regards to compensation for the said land and other arrangements;
4. Agree to the payment of compensation for the subject land in terms of Scenario A as described in this report.

### **COUNCIL RESOLUTION**

**M4/0315**

**Moved Cr Shaw**

**Seconded Cr Gogol**

**That Council hereby confirm that the subject land shown on the attached plan had been used uninterrupted by the public for more than 10 years, and further resolve to:-**

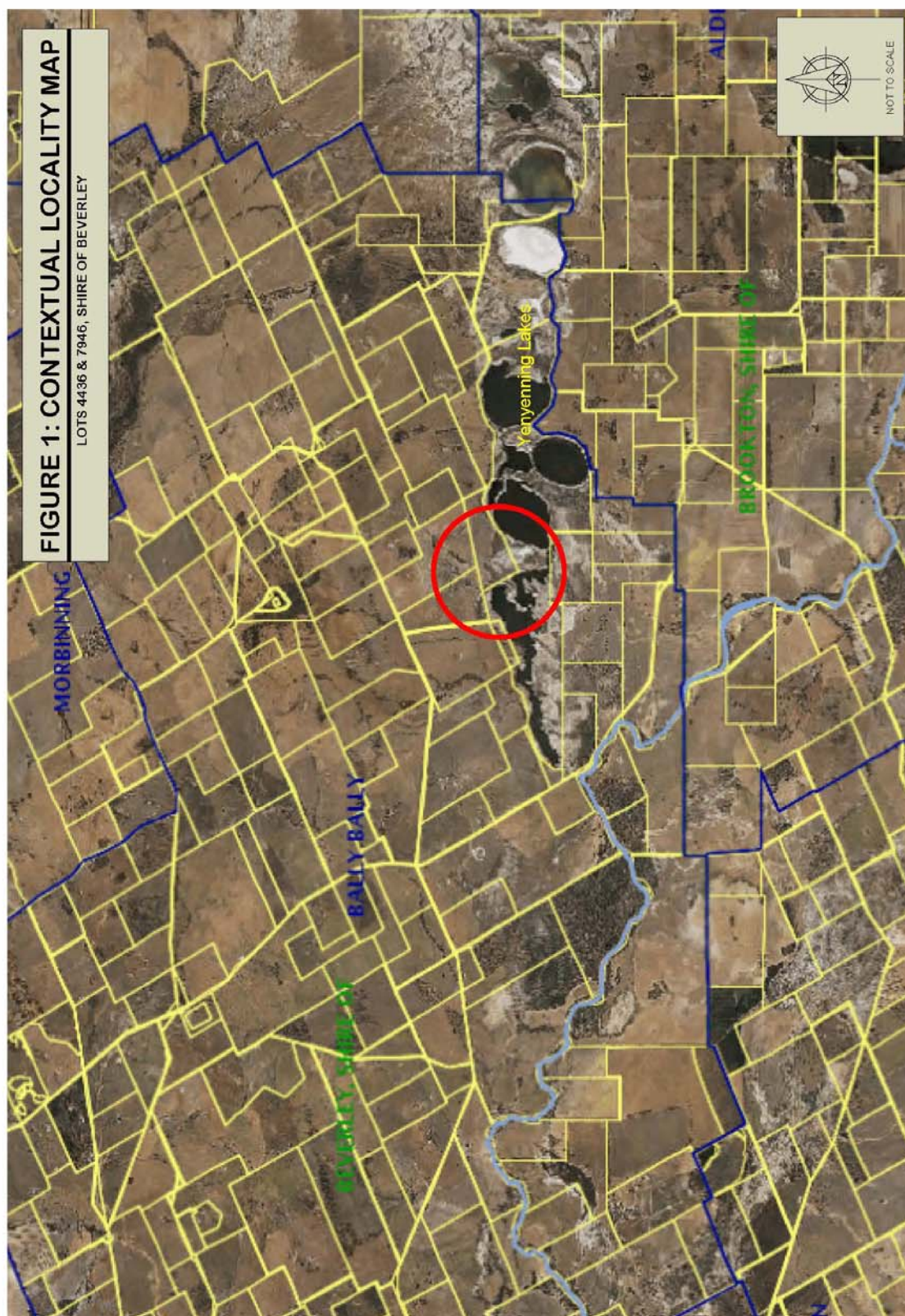
1. **Concur to the subject land being dedicated as Public Road under Section 56 of the Land Administration Act, 1997;**
2. **In accordance with the Regulations, prepare and deliver the request for the dedication of the subject land as public road to the Minister for consideration;**
3. **Enter into a formal agreement with the owner of the subject land in regards to compensation for the said land and other arrangements;**
4. **Agree to the payment of compensation for the subject land in terms of Scenario A as described:**

<b>Payment of compensation for the subject land:</b>	<b>\$12,000 (approx.)</b>
<b>Survey costs:</b>	<b>\$15,000 (approx.)</b>
<b>Legal Fees – agreement with Mr. McLean:</b>	<b>\$ 2,500 (approx.)</b>
<b>Fencing, cattle grids, etc.</b>	<b>\$10,000 (approx. unverified)</b>

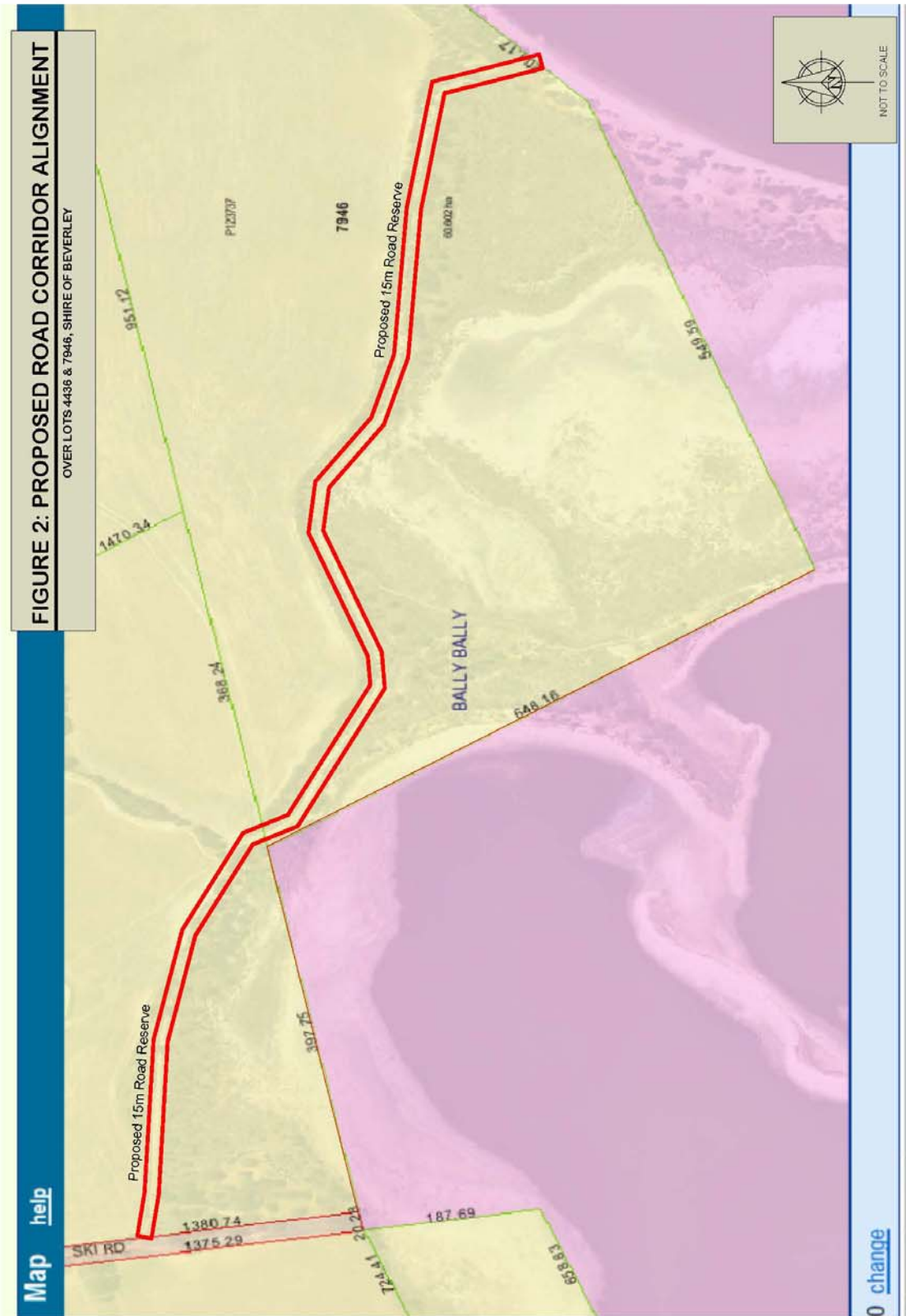
**CARRIED 8/0**



Attachment 9.3  
Figure 1

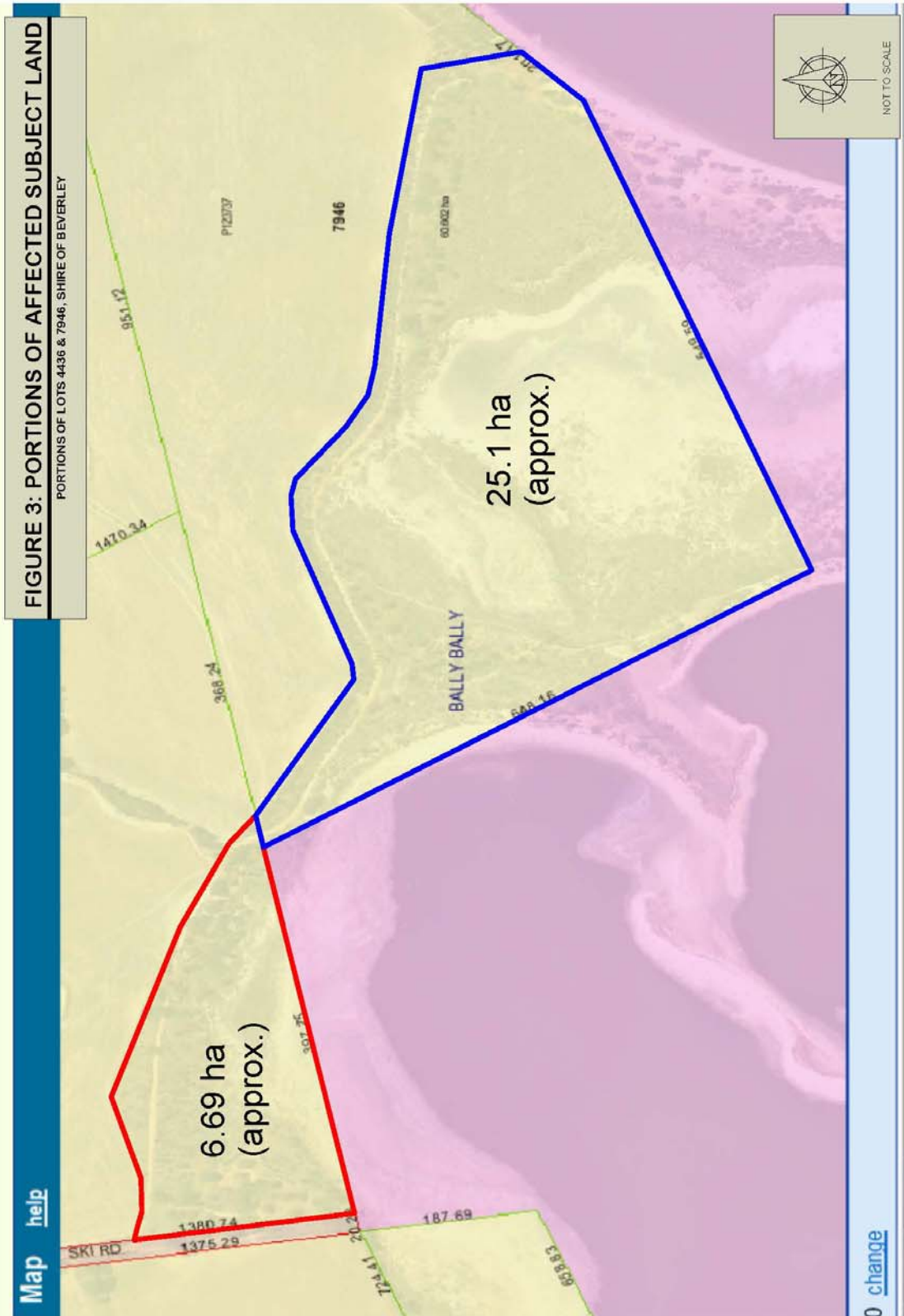


Attachment 9.3  
Figure 2





Attachment 9.3  
Figure 3



#### **9.4 Proposed New Road Name: Rosewood Drive–Subdivision Beringer Road**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 17 March 2015  
**APPLICANT:** Crossland and Hardy Surveyors  
**FILE REFERENCE:** PL 143800  
**AUTHOR:** B S de Beer, Shire Planner  
**ATTACHMENTS:** Application Letter and Draft Deposit Plan

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#### **SUMMARY**

Council has been approached to endorse a new name for a road to be created as part of an approved subdivision application. It will be recommended the new name be endorsed.

#### **BACKGROUND**

Crossland & Hardy Surveyors Pty Ltd has formally requested the Shire to endorse the name of a new road to be created as part of a subdivision. The original lot was known as Lot 3366 Beringer Road.

#### **COMMENT**

The *Policies and Standards for Geographical Naming in Western Australia* Manual states the following:

*‘Any person, community group, organisation, government department or local authority can request a new name or an amendment to an existing name or boundary by contacting the Geographic Names Team within Landgate in the first instance.*

*‘Consultation with the relevant local authority is required in each case. To expedite the process, it is helpful for such requests to have been put to the relevant local authority for their comment and/or endorsement prior to the submission being sent to Landgate for consideration.’*

The applicant submits in their application letter (attached hereto), that the name for the new road (Rosewood Drive), is derived from the name of the original family farm on which the subdivision is being located. Shire Planner is of the opinion that the Council should for this reason endorse the new name.

#### **CONSULTATION**

No consultation was done for this proposal.

#### **STATUTORY ENVIRONMENT**

Road naming is done in terms of the *Land Administration Act, 1997*, and regulations.

#### **FINANCIAL IMPLICATIONS**

N/A

#### **STRATEGIC IMPLICATIONS**

N/A

**POLICY IMPLICATIONS**

N/A

**VOTING REQUIREMENTS**

Simple Majority

**OFFICERS' RECOMMENDATION**

That Council hereby endorse the name 'Rosewood Drive' for the proposed new road to be created as part of subdivision of Lot 9001 on DP 65586, Beringer Road Morbinning.

**COUNCIL RESOLUTION**

**M5/0315**

**Moved Cr Alexander**

**Seconded Cr Buckland**

**That Council hereby endorse the name 'Rosewood Drive' for the proposed new road to be created as part of subdivision of Lot 9001 on DP 65586, Beringer Road Morbinning.**

**CARRIED 8/0**

Attachment 9.4



**CROSSLAND & HARDY PTY. LTD.**  
**CONSULTING SURVEYORS**

ABN 46 008 745 542

Tel: (08) 9272 2214 Email: [admin@chsurveys.com.au](mailto:admin@chsurveys.com.au)  
Web: [www.chsurveys.com.au](http://www.chsurveys.com.au)

OUR REF: 7814  
YOUR REF: WAPC 143800

16 March 2015

Shire Planner  
Shire of Beverley  
PO Box 20  
Beverley WA 6034

**ATTENTION:** Stefan de Beer

**SUBJECT:** Subdivision of lot 9001 on DP 65586 (Beringer Road, Morbinning)  
Proposed new road name

Dear Mr de Beer,

Crossland and Hardy have been appointed as surveyors by the proprietors of the above-mentioned lot which is to be subdivided.

An outcome of the subdivision will be a new road running approximately east-west between Beringer Road and Ewert Road. Our clients have proposed the name "Rosewood Drive" for the new road. This name was chosen because "Rosewood" was the name of the family farm prior to the parcel being subdivided.

We request that you please present this proposal to council for approval at your earliest convenience in order for us to complete the deposited plan of subdivision.

Attached is a draft of Deposited Plan 402031 and a copy of the survey index plan for your reference.

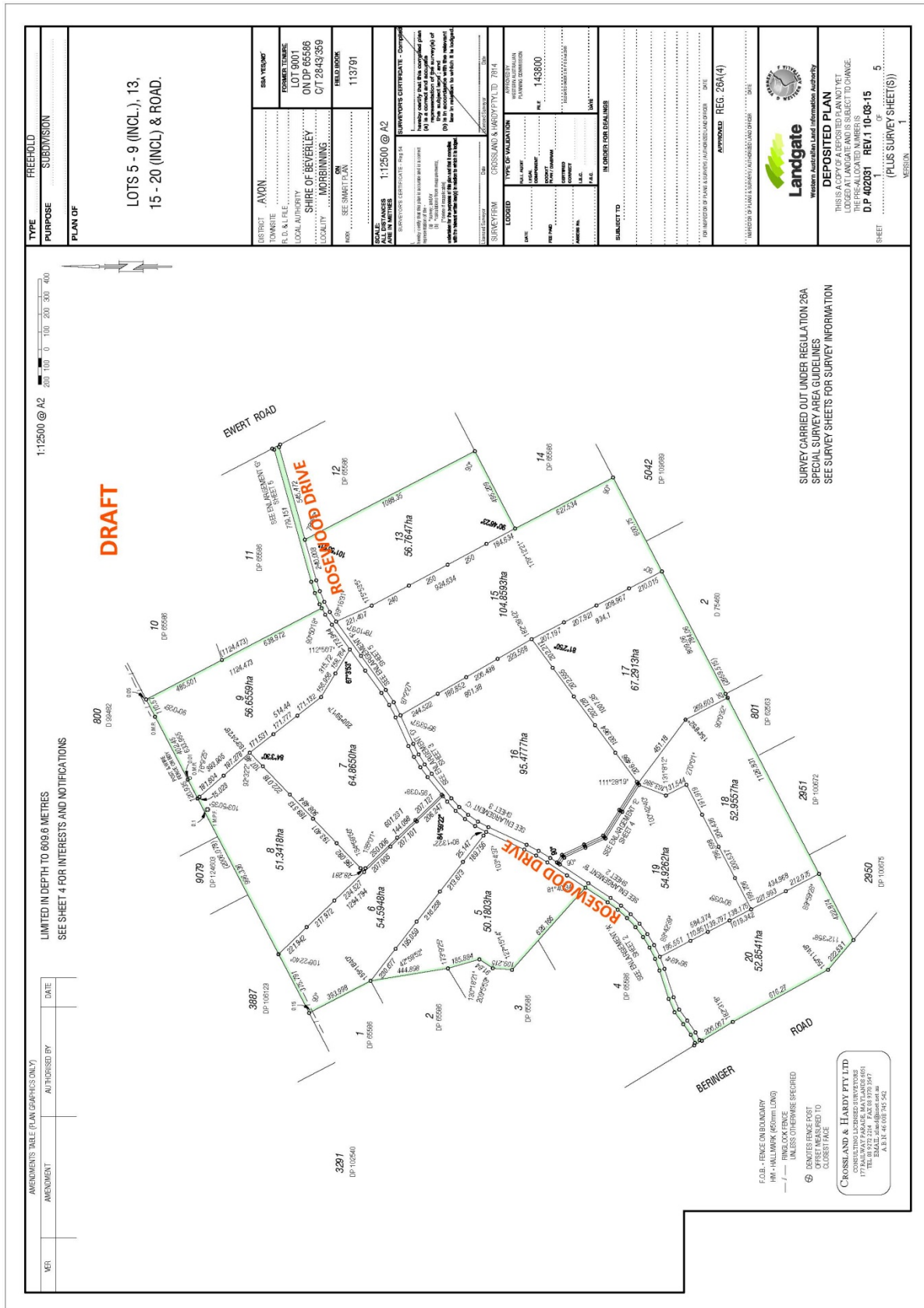
If you have any questions please do not hesitate to contact the undersigned.

Yours Faithfully,

**Cameron Macliver,**  
**Crossland & Hardy Pty Ltd**  
**Enc.**

177 RAILWAY PARADE, MAYLANDS, WESTERN AUSTRALIA 6051

Attachment 9.4



2:37pm – Prior to any consideration of Item 9.5, Cr P Gogol declared an interest of proximity as he is the applicant, and then left the meeting.

## **9.5 Planning Approval: Rural Pursuit – 68 (Lot 200) Richardson Street**

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**SUBMISSION TO:** Ordinary Council 24 March 2015  
**REPORT DATE:** 18 March 2015  
**APPLICANT:** Mr Peter J Gogol  
**FILE REFERENCE:** RIC 511  
**AUTHOR:** B S de Beer, Shire Planner  
**ATTACHMENTS:** Application Letter and Locality Map

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### **SUMMARY**

Council has received an Application for Planning Approval (retrospective) for a *Rural Pursuit* (the keeping of sheep) on 68 (Lot 200) Richardson Street. It will be recommended the application be approved.

### **BACKGROUND**

Amendment 21 to Shire of Beverley Town Planning Scheme No 2 (TPS 2), had been approved and Gazetted and 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.’*

Further to the above, Council at its 23 September 2014 meeting resolved to finally adopt a Stocking Rates Policy.

The subject property is zoned ‘*Rural Residential*’ and is 1.6820 ha in extent. The proposed ‘*Rural Pursuit*’ land use is an ‘AA’ use in terms of Table 1 – Zoning Table of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2), which means that Council may, at its discretion, permit the use.

### **COMMENT**

#### Subject land:

As mentioned above the subject site is zoned ‘*Rural Residential*’ and is 1.6820 ha in extent. It contains an existing dwelling and outbuildings with a number of sheds within the paddock associated with the Rural Pursuit. The proposal will be measured against the guidance afforded by Council’s Stocking Rates Policy.

#### Stocking Rates Policy:

The purpose of Council’s Stocking Rates Policy is to provide a guide for the assessment and determination of applications for Planning Approval involving the keeping of livestock on, amongst others, Rural Residential Zoned properties. It is



not the intention of the policy to be applied rigidly, but that each application be examined on its merits, with the objectives and intent of the policy the key for assessment.

The main objectives of the Stocking Rates Policy directives 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 health and/or amenity of adjoining land owners.

Base Stocking Rate:

Council's Stocking Rate Policy provides for the calculation of the Dry Sheep Equivalent (DSE) for any particular property which is proposed to be used for the keeping of livestock. From this calculation a determination can be made as to how many animals (stock) of a particular type can be accommodated.

Even though the applicant did not provide a calculated DSE for his property, Shire Planner calculated the DSE for the subject property to be approximately **7 DSE** using the following formula:

$$\text{Base Stocking Rate}^{(1)} \times \text{usable area}^{(2)} = \mathbf{7 \text{ DSE}}$$

(I.E.  $5 \times 1.4186 = 7.093 \text{ DSE}$ )

Where <sup>(1)</sup>: The Base Stocking Rate for the Shire of Beverley, as per the Policy, is 5 DSE.

And <sup>(2)</sup>: The usable area was calculated by deducting the exclusion area, as depicted in the accompanying map, i.e. 1.6820 ha (total property size) – 0.2634 ha (exclusion area) = 1.4186 ha

(kindly refer to the attached map indicating the paddock area suitable for use for the a *Rural Pursuit* land use).

The applicant verbally indicated that he presently have 12 sheep on the property. Using the animal equivalents table in the Stocking Rates Policy it can be seen that the subject site does not yield a sufficient DSE to be able to accommodate the number of animals proposed. The maximum number of sheep that can be kept is 7.

The Stocking Rates Policy can permit though, with Council's discretion, proposals for *Rural Pursuit* land uses 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.

The applicant mentioned in his submission (refer to attached letter), that it is the intention to reduce the number of animals to comply with the guidelines of the Stocking Rates Policy and therefore did not submit a Property Management Plan to substantiate the increased number of stock over and above the permissible number permitted by the Stocking Rates Policy. Should Council therefore resolve to approve the application, it will be recommended that the number of sheep be limited to 7 animals.

## **CONSULTATION**

No consultation was considered required for this proposal.

## **STATUTORY ENVIRONMENT**

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

## **FINANCIAL IMPLICATIONS**

N/A

## **STRATEGIC IMPLICATIONS**

N/A

## **POLICY IMPLICATIONS**

N/A

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for a Rural Pursuit at 68 (Lot 200) 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.
3. The number of stock on the property shall be restricted to 7 sheep.
4. Every part of the subject site used for the Rural Pursuit land use must be maintained in a hygienic and clean condition, free from odour, flies and vermin, as practicable.
5. The existing boundary fencing shall be maintained to an acceptable standard to the satisfaction of the Shire.
6. Measures shall be taken to prevent, as far as practicable, stormwater run-off unto neighbouring properties.

### **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 carrying on of the development must not cause a dust nuisance to neighbours. Where appropriate and practicable such measures as installation of sprinklers, use of water tanks, mulching or other land management systems should be installed or implemented to prevent or control dust nuisance, and such measures shall be installed or implemented within the time and in the manner directed by the Shire's Environmental Health Officer if it is considered that a dust nuisance exists.
3. The applicant is advised that where in the opinion of Council the livestock keeping is causing adverse environmental, health or amenity impacts, the Council may by written notice (giving clear reasons) require the owner of the land to:
  - (a) take action to temporarily or permanently reduce the number of stock kept on the land; or
  - (b) remove all the stock from the land either temporarily or permanently; or
  - (c) rectify the adverse impacts of the livestock keeping.

**COUNCIL RESOLUTION**

**M6/0315**

**Moved Cr Buckland**

**Seconded Cr Pepper**

**That Council resolve to grant planning approval for a Rural Pursuit at 68 (Lot 200) 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.**
- 3. The number of stock on the property shall be restricted to 7 sheep.**
- 4. Every part of the subject site used for the Rural Pursuit land use must be maintained in a hygienic and clean condition, free from odour, flies and vermin, as practicable.**
- 5. The existing boundary fencing shall be maintained to an acceptable standard to the satisfaction of the Shire.**
- 6. Measures shall be taken to prevent, as far as practicable, stormwater run-off unto neighbouring properties.**

**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 carrying on of the development must not cause a dust nuisance to neighbours. Where appropriate and practicable such measures as installation of sprinklers, use of water tanks, mulching or other land management systems should be installed or implemented to prevent or control dust nuisance, and such measures shall be installed or implemented within the time and in the manner directed by the Shire's Environmental Health Officer if it is considered that a dust nuisance exists.**
- 3. The applicant is advised that where in the opinion of Council the livestock keeping is causing adverse environmental, health or amenity impacts, the Council may by written notice (giving clear reasons) require the owner of the land to:  
(a) take action to temporarily or permanently reduce the number of stock kept on the land; or  
(b) remove all the stock from the land either temporarily or permanently; or  
(c) rectify the adverse impacts of the livestock keeping.**

**CARRIED 7/0**

Attachment 9.5

FROM. P.J. GOGOL. Lot 200. RICHARDSON ST.  
BEVERLY. WA. 6304.

TO. SHIRE OF BEVERLY.

Subject. RURAL PURSUIT STOCKING RATE.

I hereby apply to keep live stock (Sheep) on the said property in this instance over stocked. I plan to reduce the number of stock in due course as the season permits to recommended amount.

The lack of feed on the land is currently managed by hand feeding with hay and grain

Damage - there is no problem with that, open country.

Yards or pens, the animals are on open paddocks.

Fencing is quite adequate and there is no vegetation that is affected or water courses affected.

There are no structures located near neighbouring residences.

I have kept sheep on this property for over 12 years.

P.J. Gogol

Attachment 9.5



2:38pm – After consideration of Item 9.5, Cr Gogol re-joined the meeting.

**10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES**

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 18 March 2015  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S K Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** February 2015 Financial Reports

---

#### **SUMMARY**

Council to consider accepting the financial reports for the period ending 28 February 2015.

#### **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 July 2014 Ordinary Meeting, item 11.3

#### **COMMENT**

The monthly financial report for the period ending 28 February 2015 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.

#### **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 2014/15 Budget.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That the monthly financial report for the month of February 2015 be accepted and material variances be noted.

**COUNCIL RESOLUTION**

**M7/0315**

**Moved Cr White**

**Seconded Cr Shaw**

**That the monthly financial report for the month of February 2015 be accepted and material variances be noted.**

**CARRIED 9/0**

**SHIRE OF BEVERLEY  
FINANCIAL ACTIVITY STATEMENT  
FOR THE PERIOD ENDED 28 FEBRUARY 2015**

	2014/15 ANNUAL BUDGET	2014/15 FEB BUDGET MONTH	2014/15 FEB ACTUAL MONTH	VARIANCE MONTH	2014/15 JULY -FEB BUDGET YTD	2014/15 JULY - FEB ACTUAL YTD	VARIANCE YTD	MATERIAL VARIANCES YTD
	\$	\$	\$	\$	\$	\$	\$	
<b>OPERATING REVENUE</b>								
General Purpose Funding	3,848,089	259,689	212,498	(47,191)	3,265,765	3,475,241	209,475	General purpose funding grants received earlier than anticipated
Governance	6,000	240	2,400	2,160	3,840	49,248	45,408	Additional grant funding for workforce plan , Lotterywest contribution for master trail plan and insurance claim reimbursement
Law, Order Public Safety	471,006	18,840	3,792	(15,048)	301,444	103,169	(198,275)	FESA grant for fire tender grant yet to be received
Health	100	4	0	(4)	64	140	76	
Education and Welfare	2,500	0	0	0	2,500	4,879	2,379	
Housing	68,500	2,740	5,980	3,240	43,840	55,358	11,518	Additional income Hunt Road Village
Community Amenities	174,769	6,991	2,133	(4,858)	111,852	173,693	61,841	Refuse and recycling charges levied earlier than anticipated
Recreation and Culture	201,698	4,518	3,005	(1,513)	88,063	290,536	202,473	Prepayment of 75% CSRFF grant for lighting towers, additional leasehold contributions and insurance reimbursement and walk trail grant received earlier than anticipated
Transport	786,835	4,527	132,231	127,704	343,942	417,874	73,931	RRG grant received earlier than anticipated and bridges and runway community contribution and grant not yet received
Economic Services	73,500	2,940	6,120	3,180	47,040	60,780	13,740	Additional caravan park fees
Other Property and Services	57,500	2,300	7,796	5,496	36,800	43,395	6,595	
	<b>5,690,497</b>	<b>302,789</b>	<b>375,955</b>	<b>73,166</b>	<b>4,245,150</b>	<b>4,674,311</b>	<b>429,161</b>	
<b>LESS OPERATING EXPENDITURE</b>								
General Purpose Funding	(72,458)	0	(1,545)	(1,545)	(10,144)	(21,041)	(10,897)	
Governance	(247,438)	(850)	(12,855)	(12,005)	(132,792)	(175,565)	(42,773)	Member subscriptions paid earlier than anticipated and under allocation of administration charges
Law, Order, Public Safety	(215,426)	(17,234)	(11,473)	5,761	(135,718)	(154,243)	(18,525)	Over expenditure staff expenses fire control and CESM
Health	(178,176)	(14,254)	(8,740)	5,514	(112,251)	(79,361)	32,890	Child Health Clinic demolition costs not yet incurred
Education and Welfare	(91,965)	(7,357)	(4,504)	2,853	(57,938)	(53,514)	4,424	
Housing	(300,567)	(24,045)	(13,204)	10,841	(189,357)	(166,456)	22,901	Retirement Village mtce not yet incurred
Community Amenities	(583,770)	(46,702)	(42,491)	4,211	(367,775)	(359,547)	8,228	
Recreation and Culture	(1,079,967)	(86,397)	(104,250)	(17,853)	(680,379)	(750,069)	(69,690)	Town Hall and park reserve and garden mtce expenditure incurred earlier than anticipated
Transport	(1,701,278)	(136,102)	(103,654)	32,448	(1,071,805)	(970,251)	101,554	Road, footpath, street trees, bridge and depot mtce less than estimated and less depreciation expensed
Economic Services	(408,265)	(32,661)	(21,572)	11,089	(257,207)	(217,419)	39,788	Avondale mtce not yet incurred
Other Property & Services	(34,177)	(2,734)	26,004	28,738	(21,532)	39,519	61,051	Public works overheads and plant operation costs over allocated
	<b>(4,913,488)</b>	<b>(368,337)</b>	<b>(298,284)</b>	<b>70,053</b>	<b>(3,036,899)</b>	<b>(2,907,949)</b>	<b>128,951</b>	
<i>Increase(Decrease)</i>	<b>777,009</b>	<b>(65,548)</b>	<b>77,671</b>	<b>143,219</b>	<b>1,208,251</b>	<b>1,766,363</b>	<b>558,112</b>	

**SHIRE OF BEVERLEY  
FINANCIAL ACTIVITY STATEMENT  
FOR THE PERIOD ENDED 28 FEBRUARY 2015**

	2014/15 ANNUAL BUDGET	2014/15 FEB BUDGET	2014/15 FEB ACTUAL	VARIANCE MONTH	2014/15 JULY -FEB BUDGET	2014/15 JULY - FEB ACTUAL	VARIANCE YTD	MATERIAL VARIANCES YTD
	\$	\$	\$	\$	\$	\$	\$	
<b>ADD</b>								
Principal Repayment Received -Loans	12,013	0	0	0	6,007	5,915	(92)	
Adjustment to Accounts Receivable From Current to Non - Current assets	0	0	0	0	0	0	0	
Movement in Cash Backed Reserves for Employee Entitlements	0	0	0	0	0	0	0	
Changes on Revaluation of Non-Current Assets	0	0	0	0	0	0	0	
Profit/ Loss on the disposal of assets	37,000	0	0	0	0	(7,906)	(7,906)	Plant traded-in earlier than anticipated
Depreciation Written Back	1,162,810	93,025	91,582	(1,443)	732,570	778,222	45,652	Additional depreciation expensed
Book Value of Assets Sold Written Back	269,000	0	0	0	0	127,781	127,781	Plant traded-in earlier than anticipated
	<b>1,480,823</b>	<b>93,025</b>	<b>91,582</b>	<b>(1,443)</b>	<b>738,577</b>	<b>904,012</b>	<b>165,435</b>	
<i>Sub Total</i>	<b>2,257,832</b>	<b>27,477</b>	<b>169,253</b>	<b>141,776</b>	<b>1,946,828</b>	<b>2,670,375</b>	<b>723,547</b>	
<b>LESS CAPITAL PROGRAMME</b>								
Purchase Tools	0	0	0	0	0	0	0	
Purchase Land & Buildings	(861,712)	(15,000)	(73,662)	(58,662)	(205,000)	(558,547)	(353,547)	Projects commenced earlier than anticipated
Infrastructure Assets - Roads	(1,705,451)	(119,382)	(291,841)	(172,459)	(1,176,761)	(835,519)	341,242	Projects commenced later than anticipated
Infrastructure Assets - Recreation Facilities	0	0	0	0	0	0	0	
Infrastructure Assets - Other	0	0	0	0	0	0	0	
Purchase Plant and Equipment	(1,160,470)	0	0	0	0	(220,339)	(220,339)	Purchases earlier than anticipated
Purchase Furniture and Equipment	(78,000)	0	(298)	(298)	0	(20,737)	(20,737)	Purchases earlier than anticipated
Repayment of Debt - Loan Principal	(69,984)	0	0	0	(34,992)	(37,800)	(2,808)	
Transfer to Reserves	(163,392)	0	0	0	0	(14,883)	(14,883)	Interest earned on investments transferred earlier than anticipated
	<b>(4,039,009)</b>	<b>(134,382)</b>	<b>(365,801)</b>	<b>(231,419)</b>	<b>(1,416,753)</b>	<b>(1,687,825)</b>	<b>(271,072)</b>	
<b>ABNORMAL ITEMS</b>								
Plus Rounding	0	0	(1)	0	0	0	0	
	<b>(4,039,009)</b>	<b>(134,382)</b>	<b>(365,802)</b>	<b>(231,419)</b>	<b>(1,416,753)</b>	<b>(1,687,825)</b>	<b>(271,072)</b>	
<i>Sub Total</i>	<b>(1,781,177)</b>	<b>(106,905)</b>	<b>(196,549)</b>	<b>(89,643)</b>	<b>530,074</b>	<b>982,550</b>	<b>452,475</b>	
<b>LESS FUNDING FROM</b>								
Reserves	640,000	0	0	0	0	0	0	
Loans Raised	0	0	0	0	0	0	0	
Opening Funds	1,141,177	0	0	0	1,141,178	1,113,045	(28,133)	Surplus carried fwd adjusted for self-supporting loan transferred from current to non-current assets
	<b>1,781,177</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,141,178</b>	<b>1,113,045</b>	<b>(28,133)</b>	
<b>NET (SURPLUS) DEFICIT</b>	<b>(0)</b>	<b>(106,905)</b>	<b>(196,549)</b>	<b>(89,643)</b>	<b>1,671,252</b>	<b>2,095,595</b>	<b>424,342</b>	

<b>SHIRE OF BEVERLEY SUMMARY OF CURRENT ASSETS AND LIABILITIES FOR THE PERIOD ENDING 28 FEBRUARY 2015</b>	
<b>CURRENT ASSET</b>	<b>ACTUAL</b>
Cash at Bank	
- Cash Advance	300.00
- Cash at Bank	172,784.28
- Investments Unrestricted	1,716,477.92
- Investments Reserves	1,678,183.78
Sundry Debtors General	437,363.02
Stock on Hand	9,696.51
Self-Supporting Loans	
GST	
<b>Total Current Assets</b>	<b>4,014,805.51</b>
<b>LESS CURRENT LIABILITIES</b>	<b>ACTUAL</b>
Sundry Creditors	57,884.03
Interest Bearing Loans and Borrowings	32,184.41
Provisions for Annual and Long Service Leave	361,929.25
<b>Total Current Liabilities</b>	<b>451,997.69</b>
<b>ADJUSTMENTS</b>	<b>ACTUAL</b>
Less Cash Backed Reserves	(1,678,183.78)
Plus Interest Bearing Loans and Borrowings	32,184.41
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 30/06/2014	(72,006.00)
<b>Total Adjustments</b>	<b>(1,467,212.32)</b>
<b>SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES</b>	<b>\$2,095,595.50</b>

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
AS AT 28 FEBRUARY 2015**

This section analyses the movements in assets, liabilities and equity between 2013/14 and 2014/15.	Actual 2013/14 \$	Actual 2014/15 \$	Variance \$
<b>Current assets</b>			
Cash and cash equivalents	2,966,303	3,567,746	601,443
Trade and other receivables	321,296	437,363	116,067
Inventories	12,050	9,697	(2,353)
Other assets	0	0	0
<b>Total current assets</b>	<b>3,299,649</b>	<b>4,014,806</b>	<b>715,156</b>
<b>Non-current assets</b>			
Trade and other receivables	186,870	120,962	(65,908)
Property, plant and equipment	20,966,491	21,254,222	287,731
Infrastructure	44,827,174	45,268,581	441,407
<b>Total non-current assets</b>	<b>65,980,535</b>	<b>66,643,766</b>	<b>663,231</b>
<b>Total assets</b>	<b>69,280,184</b>	<b>70,658,571</b>	<b>1,378,387</b>
<b>Current liabilities</b>			
Trade and other payables	400,155	57,884	342,271
Interest-bearing loans and borrowings	69,985	32,184	37,800
Provisions	361,929	361,929	0
<b>Total current liabilities</b>	<b>832,069</b>	<b>451,998</b>	<b>380,071</b>
<b>Non-current liabilities</b>			
Interest-bearing loans and borrowings	1,071,750	1,071,750	0
Provisions	29,046	29,046	0
<b>Total non-current liabilities</b>	<b>1,100,796</b>	<b>1,100,795</b>	<b>0</b>
<b>Total liabilities</b>	<b>1,932,865</b>	<b>1,552,793</b>	<b>380,072</b>
<b>Net assets</b>	<b>67,347,320</b>	<b>69,105,778</b>	<b>1,758,459</b>
<b>Equity</b>			
Accumulated surplus	44,637,145	44,622,263	(14,882)
Change in net assets resulting from operations	0	1,758,458	1,758,458
Asset revaluation reserve	21,046,873	21,046,873	0
Other reserves	1,663,302	1,678,184	14,882
<b>Total equity</b>	<b>67,347,320</b>	<b>69,105,778</b>	<b>1,758,459</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING 28 FEBRUARY 2015**

	<b>M &amp; C</b>	<b>POC</b>	<b>PWOH</b>	<b>Wages</b>	<b>Total Alloc</b>	<b>Total Exp</b>
	<b>(Exp)</b>	<b>(Alloc)</b>	<b>(Alloc)</b>	<b>(Alloc)</b>	<b>(Exp)</b>	
<b>MISC</b>						
<b>MS7-Private Works - Stockpile Gravel</b>	578.00	2,641.75	1,115.79	1,312.71	5,070.25	5,648.25
<b>MS8-Main Street Banners</b>	0.00	376.50	325.70	383.21	1,085.41	1,085.41
<b>RN01-Rural Numbering</b>	224.65	0.00	0.00	0.00	0.00	224.65
<b>Total MISC</b>	<b>802.65</b>	<b>3,018.25</b>	<b>1,441.49</b>	<b>1,695.92</b>	<b>6,155.66</b>	<b>6,958.31</b>
<b>ROAD</b>						
<b>0001 MORBINING RD</b>	0.00	4,643.00	1,938.30	2,281.96	8,863.26	8,863.26
<b>0002 WATERHATCH RD</b>	0.00	286.00	322.99	380.02	989.01	989.01
<b>0003 YORK-WILLIAMS RD</b>	0.00	8,494.50	2,751.86	3,251.84	14,498.20	14,498.20
<b>0004 KOKEBY EAST RD</b>	0.00	47.00	47.53	55.91	150.44	150.44
<b>0005 EDISON MILL RD</b>	0.00	14,618.25	4,142.35	4,894.27	23,654.87	23,654.87
<b>0006 BREMNER RD</b>	0.00	270.50	395.69	465.53	1,131.72	1,131.72
<b>0007 YENYENING LAKES RD</b>	980.00	2,621.50	1,642.00	1,938.17	6,201.67	7,181.67
<b>0008 TOP BEVERLEY YORK RD</b>	0.00	1,404.50	621.06	788.17	2,813.73	2,813.73
<b>0009 BALLY-BALLY RD</b>	306.00	4,753.50	1,522.89	1,797.73	8,074.12	8,380.12
<b>0010 DALE KOKEBY RD</b>	0.00	9,026.00	3,032.55	3,590.22	15,648.77	15,648.77
<b>0011 KOKENDIN RD</b>	0.00	6,985.75	2,093.09	2,471.76	11,550.60	11,550.60
<b>0012 TALBOT WEST RD</b>	1,650.00	0.00	0.00	0.00	0.00	1,650.00
<b>0013 BARRINGTON RD</b>	0.00	2,861.50	757.78	893.25	4,512.53	4,512.53
<b>0014 POTTS RD</b>	0.00	3,357.00	891.18	1,050.77	5,298.95	5,298.95
<b>0015 JACOBS WELL RD</b>	0.00	4,892.00	1,327.32	1,568.05	7,787.37	7,787.37
<b>0016 CLULOWS RD</b>	0.00	4,457.25	1,567.98	1,850.80	7,876.03	7,876.03
<b>0017 OAKDALE RD</b>	0.00	801.50	183.39	216.64	1,201.53	1,201.53
<b>0018 DONGADILLING RD</b>	0.00	574.50	182.32	215.23	972.05	972.05
<b>0020 BUTCHERS RD</b>	0.00	2,708.00	792.25	934.68	4,434.93	4,434.93
<b>0021 VALLENTINES RD</b>	0.00	1,279.50	353.85	417.03	2,050.38	2,050.38
<b>0022 LUPTONS RD</b>	0.00	2,009.00	621.41	735.87	3,366.28	3,366.28
<b>0023 SPRINGHILL RD</b>	0.00	3,775.00	984.48	1,160.97	5,920.45	5,920.45
<b>0024 DALEBIN NORTH RD</b>	0.00	4,737.25	1,406.24	1,661.84	7,805.33	7,805.33
<b>0025 BALLY-BALLY COUNTYPEAK RD</b>	0.00	1,397.50	344.91	406.34	2,148.75	2,148.75
<b>0026 ATHOL RD</b>	0.00	2,667.50	720.64	851.46	4,239.60	4,239.60
<b>0027 EWERTS RD</b>	0.00	4,795.00	1,905.44	2,272.64	8,973.08	8,973.08
<b>0028 NORTHBOURNE RD</b>	0.00	2,863.50	815.12	959.94	4,638.56	4,638.56
<b>0029 BERINGER RD</b>	0.00	3,040.50	1,118.32	1,319.46	5,478.28	5,478.28
<b>0030 GORS RD</b>	0.00	1,362.50	440.48	519.37	2,322.35	2,322.35
<b>0031 THOMAS RD</b>	0.00	381.50	105.07	124.62	611.19	611.19
<b>0032 BALKULING RD</b>	0.00	2,239.00	587.63	693.82	3,520.45	3,520.45
<b>0033 GLENCOE RD</b>	0.00	1,850.00	500.22	589.65	2,939.87	2,939.87
<b>0034 ST JACKS RD</b>	0.00	392.00	96.72	113.79	602.51	602.51

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING 28 FEBRUARY 2015**

	<b>M &amp; C (Exp)</b>	<b>POC (Alloc)</b>	<b>PWOH (Alloc)</b>	<b>Wages (Alloc)</b>	<b>Total Alloc (Exp)</b>	<b>Total Exp</b>
0035 RICKEYS RD	0.00	1,327.50	348.76	410.32	2,086.58	2,086.58
0036 GREENHILLS SOUTH RD	0.00	104.25	184.70	217.30	506.25	506.25
0037 MANUELS RD	0.00	273.00	68.07	80.08	421.15	421.15
0038 PETCHELLS RD	0.00	1,424.50	346.34	409.13	2,179.97	2,179.97
0039 MAITLAND RD	0.00	3,546.00	1,180.18	1,388.47	6,114.65	6,114.65
0040 HOBBS RD	0.00	762.00	283.06	340.53	1,385.59	1,385.59
0041 SOUTHERN BRANCH RD	0.00	182.00	48.62	57.20	287.82	287.82
0042 WALGY RD	0.00	2,956.00	956.28	1,125.05	5,037.33	5,037.33
0043 CORBERDING RD	102.00	5,818.00	1,779.53	2,167.83	9,765.36	9,867.36
0044 SPAVENS RD	0.00	1,060.50	451.44	531.12	2,043.06	2,043.06
0045 PIKE RD	0.00	2,289.00	593.31	701.35	3,583.66	3,583.66
0046 BLACKBURN RD	0.00	859.50	289.82	340.98	1,490.30	1,490.30
0047 CARRS RD	0.00	1,853.50	466.80	549.18	2,869.48	2,869.48
0048 JONES RD	0.00	1,120.00	330.33	408.63	1,858.96	1,858.96
0049 MILLERS RD	0.00	604.00	209.89	246.93	1,060.82	1,060.82
0050 NEGUS RD	0.00	364.00	77.79	91.52	533.31	533.31
0051 AIKENS RD	0.00	508.00	153.77	180.91	842.68	842.68
0054 McDONALDS RD	0.00	819.00	207.25	245.13	1,271.38	1,271.38
0055 KIEARA RD	0.00	1,057.00	296.27	351.59	1,704.86	1,704.86
0057 JACKSONS RD	0.00	343.50	97.24	114.40	555.14	555.14
0058 LENNARD RD	2,700.00	709.50	385.75	461.33	1,556.58	4,256.58
0059 MANNS RD	0.00	364.00	87.52	102.96	554.48	554.48
0060 BATYS RD	0.00	787.50	203.09	239.66	1,230.25	1,230.25
0061 COOKES RD	0.00	677.50	222.37	261.62	1,161.49	1,161.49
0063 WILLIAMSONS RD	0.00	287.00	67.45	79.65	434.10	434.10
0064 FERGUSONS RD	0.00	801.50	211.96	250.67	1,264.13	1,264.13
0066 COLLINS RD	0.00	2,058.50	577.97	682.44	3,318.91	3,318.91
0067 WARRADALE RD	0.00	2,110.50	557.00	658.34	3,325.84	3,325.84
0068 WOODS RD	0.00	318.50	88.29	103.86	510.65	510.65
0070 PICCADILLY RD	0.00	938.00	253.31	298.01	1,489.32	1,489.32
0071 MURRAYS RD	0.00	689.50	230.17	270.79	1,190.46	1,190.46
0072 SMITH RD	0.00	822.50	223.16	262.54	1,308.20	1,308.20
0073 JOHNSONS RD	0.00	140.00	47.32	55.68	243.00	243.00
0075 FISHERS RD	0.00	746.00	326.60	386.71	1,459.31	1,459.31
0076 HILLS RD	0.00	322.00	87.52	102.96	512.48	512.48
0077 WANSBROUGH RD	0.00	1,263.50	290.29	342.36	1,896.15	1,896.15
0078 BATEMANS RD	0.00	546.00	125.31	148.72	820.03	820.03
0079 DRAPERS RD	0.00	591.50	197.39	232.23	1,021.12	1,021.12
0080 MILLS RD	0.00	917.00	248.39	294.70	1,460.09	1,460.09
0081 YOUNG RD	0.00	273.00	58.34	68.64	399.98	399.98

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING 28 FEBRUARY 2015**

	<b>M &amp; C (Exp)</b>	<b>POC (Alloc)</b>	<b>PWOH (Alloc)</b>	<b>Wages (Alloc)</b>	<b>Total Alloc (Exp)</b>	<b>Total Exp</b>
0082 DEEP POOL RD	29.36	4,528.50	1,594.91	1,950.18	8,073.59	8,102.95
0084 McLEAN RD	0.00	287.00	75.05	88.30	450.35	450.35
0085 KI RD	0.00	185.50	66.21	85.40	337.11	337.11
0086 WALKERS RD	0.00	91.00	19.45	22.88	133.33	133.33
0087 MANDIAKIN RD	0.00	924.00	264.58	311.29	1,499.87	1,499.87
0090 SHEAHANS RD	0.00	2,193.00	661.30	780.48	3,634.78	3,634.78
0091 BENNETTS RD	0.00	1,319.50	335.73	396.13	2,051.36	2,051.36
0092 KENNEDYS RD	0.00	388.50	95.74	113.79	598.03	598.03
0093 McKELLARS RD	0.00	287.00	78.19	91.99	457.18	457.18
0094 BUCKINGHAMS RD	0.00	640.50	153.43	181.52	975.45	975.45
0096 COUNTY PEAK RD	340.00	1,249.50	698.11	851.29	2,798.90	3,138.90
0098 AVOCA RD	0.00	493.50	131.27	155.00	779.77	779.77
0100 MAWSON RD	0.00	62.50	152.52	179.44	394.46	394.46
0101 SIMMONS RD	0.00	61.50	133.87	157.49	352.86	352.86
0102 DOBADERRY RD	0.00	7,035.25	2,259.94	2,666.18	11,961.37	11,961.37
0103 FORREST ST	0.00	1,475.00	623.57	733.64	2,832.21	2,832.21
0104 LUKIN ST	0.00	126.00	308.29	362.70	796.99	796.99
0105 JOHN ST	0.00	12.50	57.60	67.77	137.87	137.87
0107 EDWARD ST	0.00	104.25	75.99	89.40	269.64	269.64
0108 SMITH ST	0.00	1,216.00	527.95	622.02	2,365.97	2,365.97
0109 HARPER ST	0.00	24.50	57.60	67.77	149.87	149.87
0110 QUEEN ST	0.00	149.00	307.62	361.92	818.54	818.54
0111 DEMPSTER ST	0.00	0.00	18.93	22.27	41.20	41.20
0113 LENNARD ST	0.00	12.25	9.60	11.30	33.15	33.15
0114 BARTRAM ST SOUTH	0.00	52.25	38.65	45.47	136.37	136.37
0115 HOPE ST	0.00	703.00	384.03	451.81	1,538.84	1,538.84
0119 SEWELL ST	0.00	22.50	56.79	66.81	146.10	146.10
0120 DELISLE ST	0.00	607.00	214.27	252.08	1,073.35	1,073.35
0123 NICHOLAS ST	0.00	1,716.75	575.64	687.23	2,979.62	2,979.62
0124 RICHARDSON ST	0.00	47.00	57.83	68.03	172.86	172.86
0125 VINCENT ST	32.73	810.25	998.94	1,175.24	2,984.43	3,017.16
0126 CHIPPER ST	0.00	28.75	57.33	67.45	153.53	153.53
0130 HAMERSLEY ST	0.00	12.50	67.21	79.07	158.78	158.78
0135 ERNEST DR	0.00	49.00	86.41	101.66	237.07	237.07
0137 RICKEYS SIDING RD	0.00	1,577.00	420.49	497.16	2,494.65	2,494.65
0139 CHESTILLION CT	0.00	12.50	76.80	90.36	179.66	179.66
0143 LUDGATE ST	0.00	91.00	24.69	29.05	144.74	144.74
0146 RAILWAY ST	0.00	896.75	419.22	493.21	1,809.18	1,809.18
0148 BETHANY RD	0.00	983.75	367.78	432.70	1,784.23	1,784.23
0149 COUNCIL RD	0.00	314.00	741.74	872.64	1,928.38	1,928.38



**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING 28 FEBRUARY 2015**

	<b>M &amp; C (Exp)</b>	<b>POC (Alloc)</b>	<b>PWOH (Alloc)</b>	<b>Wages (Alloc)</b>	<b>Total Alloc (Exp)</b>	<b>Total Exp</b>
<b>0154 WYALGIMA RD</b>	0.00	234.50	66.93	79.47	380.90	380.90
<b>0155 SIMS RD</b>	0.00	425.50	137.99	162.93	726.42	726.42
<b>0156 ROSSI RD</b>	0.00	185.50	76.76	90.30	352.56	352.56
<b>0157 RIGOLL RD</b>	0.00	378.00	95.46	112.31	585.77	585.77
<b>0158 BELLROCK RD</b>	0.00	308.00	68.06	80.08	456.14	456.14
<b>0160 DUFFIELD ST</b>	0.00	535.50	168.24	197.93	901.67	901.67
<b>0166 WESTDALE RD</b>	0.00	3,721.50	3,842.24	4,525.35	12,089.09	12,089.09
<b>0167 MAWSON RD</b>	0.00	417.00	255.55	300.65	973.20	973.20
<b>0180 LITTLE HILL RD</b>	0.00	70.00	28.39	33.41	131.80	131.80
<b>5001 HUNT RD</b>	0.00	352.50	596.11	701.32	1,649.93	1,649.93
<b>5002 YORK RD</b>	0.00	128.25	307.55	361.82	797.62	797.62
<b>9999 ROADS VARIOUS</b>	12,707.51	5,165.50	6,282.99	7,414.35	18,862.84	31,570.35
<b>Total ROAD</b>	<b>18,847.60</b>	<b>190,938.75</b>	<b>72,293.25</b>	<b>85,573.36</b>	<b>348,805.36</b>	<b>367,652.96</b>
<b>TOTAL</b>	<b>19,650.25</b>	<b>193,957.00</b>	<b>73,734.74</b>	<b>87,269.28</b>	<b>354,961.02</b>	<b>374,611.27</b>

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 28 FEBRUARY 2015						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>9701-42341</b>	<b>Reserve Funds ANZ</b>					
	Long Service Leave	110,093.87				
	Plant	82,894.13				
	Bush Fire Fighters	110,960.16				
	Building	340,857.96				
	Recreation Ground	335,839.23				
	Cropping Committee	257,351.53				
	Avon River Development	22,302.32				
	Annual Leave	142,943.26				
	Community Bus	33,418.03				
	Road Construction	241,524.29	1,678,184.78	6 mths	3.49%	31/03/2015
<b>2902-40204</b>	<b>Online Saver ANZ</b>	189,551.48	189,551.48	Ongoing	2.75%	28/02/2015
<b>9717-90965</b>	<b>Term Deposit ANZ</b>	526,926.44	526,926.44	91 days	3.15%	5/05/2015
<b>9736-12038</b>	<b>Term Deposit ANZ</b>	500,000.00	500,000.00	6 mths	3.64%	19/03/2015
<b>1458958</b>	<b>Term Deposit Bendigo</b>	500,000.00	500,000.00	4 mths	3.45%	9/04/2015
	<b>Total</b>		<b>3,394,662.70</b>			

2:45pm – Prior to Item 11.2, Cr Pepper declared his business receives payment for goods supplied.

### **11.2 Accounts Paid by Authority**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 18 March 2015  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S K Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** February 2015 – List of Accounts

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#### **SUMMARY**

Council to consider authorising the payment of accounts.

#### **BACKGROUND**

The following list represents accounts paid by authority for the month of February 2015.

#### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2014/15 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 2014/15 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, be received:

#### **February 2015:**

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

##### Cheque vouchers

06 February 15	1299-1300	\$	112.60	(authorised by CEO S Gollan and Cr T Buckland)
13 February 15	1301-1303	\$	27,395.06	(authorised by DCEO S Marshall and Cr D White)
17 February 15	1304-1304	\$	2,012.52	(authorised by DCEO S Marshall and Cr P Gogol)
27 February 15	1305-1308	\$	21,071.99	(authorised by DCEO S Marshall and Cr K Murray)
Total of cheque vouchers for February 2015 incl				\$ 50,592.17 previously paid.

##### EFT vouchers

06 February 15	01-05	\$	2,380.25	(authorised by CEO S Gollan and Cr T Buckland)
12 February 15	01-40	\$	46,370.99	(authorised by CEO S Gollan and Cr T Buckland)
16 February 15	01-01	\$	25,813.95	(authorised by DCEO S Marshall and Cr D White)
16 February 15	01-01	\$	6,449.71	(authorised by DCEO S Marshall and Cr D White)
26 February 15	01-38	\$	45,634.30	(authorised by DCEO S Marshall and Cr K Murray)
27 February 15	01-56	\$	410,547.12	(authorised by DCEO S Marshall and Cr K Murray)
27 February 15	01-01	\$	10,816.27	(authorised by DCEO S Marshall and Cr K Murray)
Total of EFT vouchers for February 2015 incl				\$ 548,012.59 previously paid.

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

##### Cheque vouchers

06 February 15	1468-1468	\$	200.00	(authorised by CEO S Gollan and Cr T Buckland)
Total of cheque vouchers for February 2015 incl				\$ 200.00 previously paid.

##### EFT vouchers

16 February 15	01-01	\$	50.00	(authorised by DCEO S Marshall and Cr D White)
27 February 15	01-02	\$	100.00	(authorised by DCEO S Marshall and Cr K Murray)
Total of EFT vouchers for February 2015 incl				\$ 150.00 previously paid.

(3) **Direct Debit** Payments totalling \$ 56,163.17 previously paid.

(4) **Credit Card** Payments totalling \$ 817.80 previously paid.

**COUNCIL RESOLUTION  
M8/0315**

**Moved Cr Pepper**

**Seconded Cr White**

**That the List of Accounts as presented:**

**February 2015:**

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

**Cheque vouchers**

06 February 15	1299-1300	\$	112.60	(authorised by CEO S Gollan and Cr T Buckland)
13 February 15	1301-1303	\$	27,395.06	(authorised by DCEO S Marshall and Cr D White)
17 February 15	1304-1304	\$	2,012.52	(authorised by DCEO S Marshall and Cr P Gogol)
27 February 15	1305-1308	\$	21,071.99	(authorised by DCEO S Marshall and Cr K Murray)

**Total of cheque vouchers for February 2015 incl \$50,592.17 previously paid.**

**EFT vouchers**

06 February 15	01-05	\$	2,380.25	(authorised by CEO S Gollan and Cr T Buckland)
12 February 15	01-40	\$	46,370.99	(authorised by CEO S Gollan and Cr T Buckland)
16 February 15	01-01	\$	25,813.95	(authorised by DCEO S Marshall and Cr D White)
16 February 15	01-01	\$	6,449.71	(authorised by DCEO S Marshall and Cr D White)
26 February 15	01-38	\$	45,634.30	(authorised by DCEO S Marshall and Cr K Murray)
27 February 15	01-56	\$	410,547.12	(authorised by DCEO S Marshall and Cr K Murray)
27 February 15	01-01	\$	10,816.27	(authorised by DCEO S Marshall and Cr K Murray)

**Total of EFT vouchers for February 2015 incl \$548,012.59 previously paid.**

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

**Cheque vouchers**

06 February 15	1468-1468	\$	200.00	(authorised by CEO S Gollan and Cr T Buckland)
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**Total of cheque vouchers for February 2015 incl \$200.00 previously paid.**

**EFT vouchers**

16 February 15	01-01	\$	50.00	(authorised by DCEO S Marshall and Cr D White)
27 February 15	01-02	\$	100.00	(authorised by DCEO S Marshall and Cr K Murray)

**Total of EFT vouchers for February 2015 incl \$150.00 previously paid.**

**(3) Direct Debit Payments totalling \$56,163.17 previously paid.**

**(4) Credit Card Payments totalling \$817.80 previously paid.**

**be received.**

**CARRIED 8/0**

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	06-Feb-2015	BOUNCY FUN CASTLES	SWIM POOL: 2015 AUST DAY CELEBRATIONS	(820.00)	
EFT Pymt	06-Feb-2015	MATHER Gaye	REIMBURSE: 2015 DIARY REFILL for MOW	(53.45)	
EFT Pymt	06-Feb-2015	McLEODS BARRISTERS & SOLICITORS	BORSMA LICENSE: REVIEW	(756.80)	
EFT Pymt	06-Feb-2015	VINCENT Stephen	REPAYMENT of REJECTED SALARY for S P VINCENT	(500.00)	
EFT Pymt	06-Feb-2015	WILSON Michael	2015-02 FEB BLARNEY ISSUE	(250.00)	(2,380.25)
Liability Chq	12-Feb-2015	AUST SUPER	SUPER CONTRIB: FE 10 FEB 15	0.00	
Liability Chq	12-Feb-2015	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 10 FEB 15	0.00	
Liability Chq	12-Feb-2015	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 10 FEB 15	0.00	
Liability Chq	12-Feb-2015	SHIRE OF BEVERLEY	2015-02 FEB SAL DEDUCTIONS (10 FEB): RATES	0.00	
Liability Chq	12-Feb-2015	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 10 FEB 15	0.00	
Liability Chq	12-Feb-2015	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 10 FEB 15	0.00	0.00
EFT Pymt	13-Feb-2015	BDH - BEV DOME HIRE	DIESEL: 4,000 L & ULP: 1,500 L	(6,479.75)	
EFT Pymt	13-Feb-2015	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 10 FEB 15	(293.57)	
EFT Pymt	13-Feb-2015	FREEMASONS TAVERN (FINESTART INVESTS)	FIRE 29 DEC 14: OLIVE FARM (SHEEHAN RD) - REFRESHMENTS	(91.00)	
EFT Pymt	13-Feb-2015	INSTANT TRANSPORTABLE OFFICES	REC GRND PLAYGROUND: DISABLED ACCESS TOILET - FINAL PYMT	(10,960.93)	
EFT Pymt	13-Feb-2015	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 10 FEB 15	(138.06)	
EFT Pymt	13-Feb-2015	MARSHALL Simon	REIMBURSE: CLEANING MATERIALS	(39.95)	
EFT Pymt	13-Feb-2015	MOBILE MOUSE	STAFF TRAINING - MICROSOFT EXCEL: 11 FEB 2015	(265.00)	
EFT Pymt	13-Feb-2015	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 10 FEB 15 M03517443	(744.02)	
EFT Pymt	13-Feb-2015	VINCENT Stephen	REIMBURSE: STAFF BREAKFAST 12 FEB 15	(39.60)	
EFT Pymt	13-Feb-2015	WA CONTRACT RANGER SERVICES	RANGER SERVICES: 22, 30 JAN 2015	(888.25)	
EFT Pymt	13-Feb-2015	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 10 FEB 15	(5,873.82)	(25,813.95)

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	13-Feb-2015	LYDON CONSTRUCTIONS	BEV CRC: STABILISATION WORKS - 6% DEPOSIT	(6,449.71)	(6,449.71)
Liability Chq	26-Feb-2015	ATO - AUSTRALIAN TAX OFFICE	2015-02 FEB PAYG TAX	0.00	
Liability Chq	26-Feb-2015	AUST SUPER	SUPER CONTRIB: FE 24 FEB 15	0.00	
Liability Chq	26-Feb-2015	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 24 FEB 15	0.00	
Liability Chq	26-Feb-2015	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 24 FEB 15	0.00	
Liability Chq	26-Feb-2015	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 24 FEB 15	0.00	
Liability Chq	26-Feb-2015	LGRCEU	2015-02 FEB UNION FEES	0.00	
Liability Chq	26-Feb-2015	SHIRE OF BEVERLEY	2015-02 FEB SAL DEDUCTIONS (24 FEB): RATES	0.00	
Liability Chq	26-Feb-2015	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 24 FEB 15	0.00	
Liability Chq	26-Feb-2015	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 24 FEB 15	0.00	0.00
EFT Pymt	27-Feb-2015	AIMS	2015-01 JAN: FUEL TAX CREDITS	(189.75)	
EFT Pymt	27-Feb-2015	ALLIANCE FIRE PROTECTION	JAN 15 BI ANNUAL FIRE EXTINGUISHER MAINTENANCE	(2,005.30)	
EFT Pymt	27-Feb-2015	AMPAC	2015-01 JAN RATES DEBT RECOVERY	(165.00)	
EFT Pymt	27-Feb-2015	ARCHIVEWISE	2015-01 JAN: STORAGE of ARCHIVES - 149 BOXES	(63.91)	
EFT Pymt	27-Feb-2015	AUST POST	2015-01 JAN POSTAGE	(530.38)	
EFT Pymt	27-Feb-2015	AVON CONCRETE	DALE-KOKEBY, WESTDALE RDS: CULVERT REPLACEMENT/EXTENSION	(7,405.75)	
EFT Pymt	27-Feb-2015	AVON EXPRESS - STANFIELD Cobb	FREIGHT CHARGES: JAN 2105	(440.00)	
EFT Pymt	27-Feb-2015	AVON TRADING	JAN 2015 HARDWARE SUPPLIES	(663.34)	
EFT Pymt	27-Feb-2015	AVON WASTE	5,766 BIN COLLECTION ME 20 FEB 15 INC RECYLING BINS & 1 x RECYCLING COLLECTION	(13,263.30)	
EFT Pymt	27-Feb-2015	BEV COUNTRY KITCHEN	VARIOUS MEETS: 04, 06 FEB 15	(220.50)	
EFT Pymt	27-Feb-2015	BEV CRC (TELECENTRE)	2015-01 JAN & 2015-02 FEB: BLARNEY COMPILATION for PRODUCTION	(1,645.00)	
EFT Pymt	27-Feb-2015	BEV IGA	JAN 2015 PURCHASES	(465.15)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	27-Feb-2015	BEV NEWS - Barry & Pauline	JAN 2015 ACCOUNT	(280.97)	
EFT Pymt	27-Feb-2015	BEV TYRE SERVICE	JAN 15 - TYRE MAINTENANCE	(409.00)	
EFT Pymt	27-Feb-2015	BGC QUARRIES	VARIOUS ROADS: 440.84 T 10mm & 1,058.64 T 14mm WASHED GRANITE	(68,330.15)	
EFT Pymt	27-Feb-2015	BITUTEK P/L	VARIOUS ROADS: C170 BITUMEN & 14mm AGGREGATE	(143,333.94)	
EFT Pymt	27-Feb-2015	BLACKWOODS	VARIOUS BLDGS: CLEANING PRODUCTS	(3,524.84)	
EFT Pymt	27-Feb-2015	BOC LIMITED	2015-01 JAN: CYLINDER RENTAL	(37.91)	
EFT Pymt	27-Feb-2015	BOULTON Kim	RECORD MANAGEMENT ASSISTANCE:16 FEB 2015	(660.00)	
EFT Pymt	27-Feb-2015	BSL - BUILDING COMMISSION	14/15 YR: JAN 15 BUILDING APPLICATIONS x 3	(206.99)	
EFT Pymt	27-Feb-2015	BUNNINGS BUILDING SUPPLIES P/L	HARDWARE SUPPLIES	(188.93)	
EFT Pymt	27-Feb-2015	BURTONS WELDING & REPAIR	BE037 (TRK16) & BE004 (LDR07): PARTS	(150.00)	
EFT Pymt	27-Feb-2015	CAS - CONTRACT AQUATIC SERVICES	3 of 5 INSTALMENTS of CONTRACT for 14/15 SWIMMING YEAR	(13,200.00)	
EFT Pymt	27-Feb-2015	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 24 FEB 15	(293.57)	
EFT Pymt	27-Feb-2015	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 24 FEB 15	(52.39)	
EFT Pymt	27-Feb-2015	COMMARINE	BE020 (UTE26): HAZARD LIGHTS	(198.00)	
EFT Pymt	27-Feb-2015	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 22 JAN - 13 FEB 15	(89.22)	
EFT Pymt	27-Feb-2015	COVS PARTS	GREASE: 24 x RENOLIT 450g	(163.68)	
EFT Pymt	27-Feb-2015	DCA - DOMINIC CARBONE & ASSOC	EOM FINANCIALS, BUDGET REVIEW, TENDER	(1,732.50)	
EFT Pymt	27-Feb-2015	EASTERN HILLS SAWS & MOWERS	VARIOUS PLANT: PARTS & REPAIRS	(1,231.85)	
EFT Pymt	27-Feb-2015	FILTERS PLUS	BE004 (LDR07): PARTS	(24.31)	
EFT Pymt	27-Feb-2015	FULTON HOGAN INDUSTRIES	WSTDALE RD (2nd SEAL): EZ STREET - 2 TN BULK	(1,408.00)	
EFT Pymt	27-Feb-2015	GOSNELLS HARDWARE	HARDWARE PURCHASES	(1,785.75)	
EFT Pymt	27-Feb-2015	HOTEL BEV - MAXWELL	2014 CHRISTMAS LIGHTS VOUCHER - STANFIELD FAMILY	(100.00)	



TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	27-Feb-2015	J & K HOPKINS	WORK STATION: SAO'S OFFICE	(479.00)	
EFT Pymt	27-Feb-2015	JAS Richard	VARIOUS VEHICLES PARTS & BE016 (TRK16): 1,070L DIESEL	(3,152.00)	
EFT Pymt	27-Feb-2015	JOHNDEC ENGINEERING PLASTICS P/L	SUNDRY PLANT (SPL03): REPAIRS	(319.00)	
EFT Pymt	27-Feb-2015	KEVREK	BE037 (TRK15): PARTS	(201.19)	
EFT Pymt	27-Feb-2015	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 24 FEB 15	(138.06)	
EFT Pymt	27-Feb-2015	LANDGATE (DOLA)	TITLE SEARCHES	(168.00)	
EFT Pymt	27-Feb-2015	LANDGATE (VGO)	VALUATION FEES: 29 NOV 2014 - 09 JAN 2015	(77.00)	
EFT Pymt	27-Feb-2015	LGMA AUST (WA)	LGMA ECONOMIC DEVELOPMENT COURSE - 01 DEC 14	(240.00)	
EFT Pymt	27-Feb-2015	LGRCEU	2015-02 FEB UNION FEES	(77.60)	
EFT Pymt	27-Feb-2015	LYDON CONSTRUCTIONS	BEV CRC: STABILISATION WORKS - PROGRESS PYMT 1	(61,325.00)	
EFT Pymt	27-Feb-2015	NORTHAM PICTURE FRAMERS	MOUNTING & FRAMING OF COUNCILLOR GROUP PHOTOGRAPHS	(499.00)	
EFT Pymt	27-Feb-2015	ORICA/SPECTRUM	2015-01 JAN CHLORINE CYLINDER RENTAL (ORICA) & 70kg CHLOR GAS	(487.74)	
EFT Pymt	27-Feb-2015	PBF AUST LTD (PARA BENEFIT FUND)	2015 EMPLOYEE ANNUAL COVER MEMBERSHIP	(1,674.00)	
EFT Pymt	27-Feb-2015	PCS - PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT - SHIRE & MEDICAL PRACTICE: JAN - FEB 15	(1,105.00)	
EFT Pymt	27-Feb-2015	PERTRAIN P/L	SAFETY PROCEDURE BOOKLETS: VEHICLE PRE START	(1,782.00)	
EFT Pymt	27-Feb-2015	SHIRE OF BROOKTON	2015-01 JAN TOWN PLANNING SCHEME	(8,352.66)	
EFT Pymt	27-Feb-2015	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 24 FEB 15 & 50% LSL PAYOUT	(3,162.07)	
EFT Pymt	27-Feb-2015	TOTAL EDEN	REC GROUNDS: RETICULATION	(415.64)	
EFT Pymt	27-Feb-2015	WA CONTRACT RANGER SERVICES	RANGER SERVICES: 06 & 11 FEB 2015	(808.50)	
EFT Pymt	27-Feb-2015	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 24 FEB 15	(5,730.63)	
EFT Pymt	27-Feb-2015	WALGA - WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISING: "THE WEST": TPS 2 - AMENDMENT 23, 09 JAN 15	(381.14)	
EFT Pymt	27-Feb-2015	WESTERN STABILISERS	MORBINNING RD: CONSTRUCT & SEAL	(55,512.51)	(410,547.12)

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
Cheque # 1299	06-Feb-2015	DPT ENVIRON REG - CLEARING PERMITS	ADDITIONAL CLEARING PERMIT: WATER HARVESTING on JOHN & EDWARDS STREETS -	(50.00)		
Cheque # 1300	06-Feb-2015	SYNERGY	MORBINNING HALL: 21 NOV 14 - 19 JAN 15	(62.60)		
Cheque # 1301	13-Feb-2015	ATO - AUSTRALIAN TAX OFFICE	2015-01 JAN BAS RETURN	(27,212.00)		
Cheque # 1302	13-Feb-2015	AUST SUPER	SUPER CONTRIB: FE 10 FEB 15	(176.26)		
Cheque # 1303	13-Feb-2015	SYNERGY	MORBINNING HALL: FINAL READING re CATCHMENT GROUP 20 - 23 JAN 15	(6.80)		
Cheque # 1304	17-Feb-2015	TELSTRA	2015-02 FEB TELEPHONE ACCOUNTS	(2,012.52)		
Cheque # 1305	27-Feb-2015	AUST SUPER	SUPER CONTRIB: FE 24 FEB 15	(169.50)		
Cheque # 1306	27-Feb-2015	CTF (nee BCITF)	14/15 BCITF - JAN 15 RTN (1 APPLICATIONS)	(306.76)		
Cheque # 1307	27-Feb-2015	SYNERGY	STREET LIGHTS: 25 DEC 14 - 25 JAN 15 & L36 FORREST ST: 14 JAN - 10 FEB 15	(895.35)		
Cheque # 1308	27-Feb-2015	WATER CORPORATION	2015-02 FEB WATER & SERVICE ACCTS	(19,700.38)	(50,592.17)	
Direct Debit	01-Feb-2015	CBA - MERCHANT BANKING	2015-01 JAN TRANSACTION FEES	(120.29)		
Direct Debit	01-Feb-2015	CBA - MERCHANT BANKING	2015-01 JAN ACCESS FEE	(21.32)		
Direct Debit	03-Feb-2015	ANZ - TRANSACTIVE (ONLINE BANKING)	2015-01 JAN ONLINE BANKING	(82.60)		
Direct Debit	04-Feb-2015	WESTNET PTY LTD	2015-02 FEB INTERNET ACCESS	(211.00)		
Direct Debit	17-Feb-2015	3 MESSAGING	3 MESSAGING: 2015-01 JAN 15: 4,605 TXT MSGS	(1,040.60)		
Direct Debit	27-Feb-2015	3 MESSAGING	3 MESSAGING: 2015-02 FEB: 767 TXT MSGS	(151.71)		
Direct Debit	28-Feb-2015	DPI - LICENSING SERVICES	JAN/FEB 15 LICENSING PAYMENTS	(54,535.65)	(56,163.17)	
Gen Jnl 3143	12-Feb-2015		JAN 15 # - CREDIT CARD	(817.80)	(817.80)	
				<b>PAYMENTS RAISED IN CURRENT MONTH</b>	<b>(552,764.17)</b>	<b>(552,764.17)</b>

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
<b>WAGES &amp; SALARIES</b>						
EFT Pymt	12-Feb-2015	WAGES & SALARIES	FE - 10 FEB 2015	(46,370.99)		
EFT Pymt	26-Feb-2015	WAGES & SALARIES	FE - 24 FEB 2015	(45,634.30)		
EFT Pymt	27-Feb-2015	WAGES & SALARIES	FE - 26 FEB 2015 LSL LOADING	(10,816.27)		
				<b>WAGES &amp; SALARIES</b>	<b>(102,821.56)</b>	<b>(102,821.56)</b>
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>						
Cheque # 1305	27-Feb-2015	AUST SUPER	SUPER CONTRIB: FE 24 FEB 15	169.50		
Cheque # 1306	27-Feb-2015	CTF (nee BCITF)	14/15 BCITF - JAN 15 RTN (1 APPLICATIONS)	306.76		
Cheque # 1307	27-Feb-2015	SYNERGY	STREET LIGHTS: 25 DEC 14 - 25 JAN 15 & L36 FORREST ST: 14 JAN - 10 FEB 15	895.35		
Cheque # 1308	27-Feb-2015	WATER CORPORATION	2015-02 FEB WATER & SERVICE ACCTS	19,700.38		
				<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>	<b>21,071.99</b>	<b>21,071.99</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
Cheque # 1294	30-Jan-2015	AUST SUPER	SUPER CONTRIB: FE 27 JAN 15	-173.38		
Cheque # 1295	30-Jan-2015	CTF (nee BCITF)	14/15 BCITF - DEC 14 RTN (2 APPLICATIONS)	-476.80		
Cheque # 1296	30-Jan-2015	SYNERGY	L78 WATERHATCH RD, COUNCIL DAM & L36 FORREST ST: 11 NOV 14 - 22 JAN 15	(1,139.25)		
Cheque # 1297	30-Jan-2015	T-BONE BEVERLEY	SWIM POOL 2015 AUST DAY CELEBRATIONS: 100 x SAUSAGES	(70.00)		
Cheque # 1298	30-Jan-2015	WATER CORPORATION	BATYS & BALKULING RD STANDPIPE: 10 NOV 14 - 12 JAN 15	(322.39)		
				<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>	<b>(2,181.82)</b>	<b>(2,181.82)</b>
<b>TRANSFERS to TRUST</b>						

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Gen Jrn 3144	16-Feb-2015	SHIRE OF BEVERLEY TRUST ACCT	BOND BANKED IN MUNICIPAL ACCT re RURAL DANCE SCHOOL (TOODYAY) INV 14	(200.00)	
			<b>TRANSFERS to TRUST</b>	<b>(200.00)</b>	<b>(200.00)</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					
			<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<b>0.00</b>	<b>0.00</b>
<b>INVESTMENTS</b>					
Transfer	18-Feb-2015	ONLINE SAVER	FUNDS TFR for INVESTMENT	(134,651.08)	
			<b>INVESTMENTS</b>	<b>(134,651.08)</b>	<b>(134,651.08)</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>					<b>(771,546.64)</b>
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>					
Credit Card	13-Jan-2015	SHIRE OF BEVERLEY	CHANGE of PLATE FEES: BE000, BE020, BE035	49.80	
Credit Card	22-Jan-2015	LGMA AUST (WA)	2014/15 D/CEO MEMBERSHIP: MARSHALL Simon	480.00	
Credit Card	22-Jan-2015	STRANDBAGS	STAFF FAREWELL GIFT: SUE COLLINS	138.00	
Credit Card	29-Jan-2015	ANZ BANK - CREDIT CARD	2015 ANNUAL CARD FEES	150.00	
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>				<b>817.80</b>	
<b>TRUST ACCOUNT DETAILS</b>					
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					
EFT Pymt	13-Feb-2015	ATKINSON Larissa	REFUND of GYM KEY BOND	(50.00)	
EFT Pymt	27-Feb-2015	DELENA Roy	REFUND of GYM KEY BOND	(50.00)	
EFT Pymt	27-Feb-2015	MANGUBAT Mark Anthony	REFUND of GYM KEY BOND	(50.00)	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque # 1468	06-Feb-2015	MERYL STYANTS MINITRIES	REFUND of HALL HIRE BOND	(200.00)	
			<b>PAYMENTS RAISED IN CURRENT MONTH</b>	<b>(350.00)</b>	<b>(350.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>					
			<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>	<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					
			<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					
			<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<b>0.00</b>	<b>0.00</b>
<b>EMERGENCY LIGHTING at AIRFIELD FUNDING</b>					
TRANSFER	17-Feb-2015	ONLINE SAVER ACCT 016-540 288 737 844	TFR of FUNDS from TRUST to ONLINE SAVER	(131.20)	
TRANSFER	25-Feb-2015	ONLINE SAVER ACCT 016-540 288 737 844	TFR of FUNDS from TRUST to ONLINE SAVER	(96.00)	
			<b>EMERGENCY LIGHTING at AIRFIELD FUNDING</b>	<b>(227.20)</b>	<b>(227.20)</b>
			<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>		<b>(577.20)</b>
<b>TOTAL EXPENDITURE as reconciled to the FEBRUARY 2015 BANK STATEMENTS</b>					
			Municipal Account Expenditure		(771,546.64)
			Trust Account Expenditure		(577.20)
			<b>TOTAL EXPENDITURE for FEBRUARY 2015</b>		<b>(772,123.84)</b>

### **11.3 Tender: RFT 03/1415 Town Hall Roof Replacement**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 18 March 2015  
**APPLICANT:** Various  
**FILE REFERENCE:** ADM 0470  
**AUTHOR:** S K Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to consider accepting a tender for the roof replacement on the Town Hall.

#### **BACKGROUND**

ADC Projects were employed to produce the specifications and conduct the tender process for the replacement of the roof on the Town Hall.

Tenders were advertised in the West Australian Newspaper on Saturday 16 February 2015.

Various phone queries were received and logged during the tender period, however, none were considered significant enough to warrant the issue of tender addenda.

#### **COMMENT**

Five (5) tenders were received before the closing time of 2.00pm Thursday 12 March 2015. Tenders were opened at Shire of Beverley Administration Office by the Deputy Chief Executive Officer and Executive Assistant in accordance with the Shire's tender opening procedures. Tenders with prices as received were:

Air Roofing	\$205,500.00 + GST
Lydon Construction	\$171,000.00 + GST
The Roof and Wall Doctor	\$166,000.00 + GST
Solution4Building	\$217,600.00 + GST
Safeway Building and Renovations	\$225,000.00 + GST

Each tender was scored out of 100.

The weighting:

Qualitative Criteria	40
Relative Price	45
Time	15
Total	100

Tenders were analysed as per the matrix below:

<b>TENDERER</b>	<b>The Roof &amp; Wall Doctor</b>	<b>Lydon Construction</b>	<b>Air Roofing</b>	<b>Solution4 Building</b>	<b>Safeway Building and Renovation</b>
Compliance	Yes	No *	Yes	Yes	Yes
Qualitative Criteria	40 (40)	10 (40)	40 (40)	40 (40)	40 (40)
Relative Price**	37.8 (45)	31.5 (45)	20 (45)	14.6 (45)	11.3 (45)
Time #	8 (15)	0 (15)	8 (15)	15 (15)	14 (15)
<b>Score</b>	<b>85.8 (100)</b>	<b>41.5 (100)</b>	<b>68 (100)</b>	<b>69.6 (100)</b>	<b>65.3 (100)</b>
Lump Sum Offer	\$166,000.00	\$171,000.00	\$205,500.00	\$217,600.00	\$225,000.00
Time Offer	12 weeks	Not Offered	12 weeks	5 weeks	6 weeks
Trade Rate Average	\$61/hr	\$62/hr	\$71/hr	\$73/hr	\$63/hr

Notes

- \* No qualitative response provided and no price included for the roof safety system.
- \*\* Calculated on relative scale from Budget of \$150,000.00 to \$250,000.00 with multiplying factor of .45
- # Calculated on maximum score of 15 for the shortest time with 1 point deducted per week thereafter.

The Roof and Wall Doctor has ranked first with a score of 85.8 out of 100.

It will be recommended that the Roof and Wall Doctor be awarded the tender.

**STATUTORY ENVIRONMENT**

Section 11(1) of the *Local Government (Functions and General) Regulations 1996* prescribes the following in regards to the procurement of goods and services:

**11. When tenders have to be publicly invited**

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.

Sections 14, 15 and 16 of the *Local Government (Functions and General) Regulations 1996* outline the advertising and opening requirements of going to tender:

#### **14. Publicly inviting tenders, requirements for**

- (1) When regulation 11(1), 12 or 13 requires tenders to be publicly invited, Statewide public notice of the invitation is to be given.
- (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
- (2a) If a local government —
  - (a) is required to invite a tender; or
  - (b) not being required to invite a tender, decides to invite a tender, the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.
- (3) The notice, whether under subregulation (1) or (2), is required to include —
  - (a) a brief description of the goods or services required; and
  - (b) particulars identifying a person from whom more detailed information as to tendering may be obtained; and
  - (c) information as to where and how tenders may be submitted; and
  - (d) the date and time after which tenders cannot be submitted.
- (4) In subregulation (3)(b) a reference to detailed information includes a reference to —
  - (a) such information as the local government decides should be disclosed to those interested in submitting a tender; and
  - (b) detailed specifications of the goods or services required; and
  - (c) the criteria for deciding which tender should be accepted; and
  - (d) whether or not the local government has decided to submit a tender; and
  - (e) whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.
- (5) After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

#### **15. Minimum time to be allowed for submitting tenders**

- (1) If the notice is published in the newspaper as part of giving Statewide public notice, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is first published in the newspaper as part of giving Statewide public notice.
- (2) If the notice is given to a person listed as an acceptable tenderer, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is given.

#### **16. Receiving and opening tenders, procedure for**

- (1) The CEO is responsible for keeping any tender submitted including a tender submitted by facsimile or other electronic means in safe custody, and for ensuring that it remains confidential.
- (2) Tenders are not to be opened, examined, or assessed until the time after which further tenders cannot be submitted.
- (3) When tenders are opened —



- (a) at least one and, if practicable, more than one employee of the local government or one person authorised by the CEO to open tenders and, if practicable, one or more other persons, is required to be present; and
- (b) members of the public are entitled to be present; and
- (c) details of the tenders (other than the consideration sought in the tender) are to be immediately recorded in a register to be known as the tenders register.

Section 18 and 19 of the *Local Government (Functions and General) Regulations 1996* prescribes the following in regards to the acceptance or rejection of tenders and the notification of outcome to tenderers:

### **18. Rejecting and accepting tenders**

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender.
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.
- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

### **19. Tenderers to be notified of outcome**

The CEO is to give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted.

### **FINANCIAL IMPLICATIONS**

2014/15 Allocated Budget estimate of \$150,000.00.

### **STRATEGIC IMPLICATIONS**

The Built Environment: Enhanced Lifestyle Choices strategic direction prioritises that the Shire of Beverley:

Provide facilities to support sporting and community needs.

### **POLICY IMPLICATIONS**

AF007: Purchasing and Procurement Policy provides that for purchases over \$100,000.00, the public tender process is to be followed.

### **VOTING REQUIREMENTS**

Absolute Majority

### **OFFICER'S RECOMMENDATION**

That the tender of \$166,000.00 ex GST as supplied by the Roof and Wall Doctor to complete the roof replacement of the Town Hall be accepted.

### **M9/0315**

**Moved Cr Pepper**

**Seconded Cr Gogol**

**That the tender of \$166,000.00 ex GST as supplied by the Roof and Wall Doctor to complete the roof replacement of the Town Hall be accepted.**

### **Amendment to the Motion**

**M10/0315**

**Moved Cr White**

**Seconded Cr Buckland**

**That no tenders be accepted.**

**CARRIED 8/0**

**The amendment became the substantive motion and was carried 8/0.**

**Note: The tenders received were over 2014/15 Budget allowance, the project is to be deferred until the 2015/2016 financial year to allow a review of the budget allocation.**

2:52pm – Stefan de Beer, Shire Planner left the meeting and did not return.  
2:52pm – Prior to Item 12.1, Stephen Gollan, CEO declared a financial interest, as the contract signed was his Employment Contract.

## **12. ADMINISTRATION**

### **12.1 Use of the Common Seal**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 12 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0256  
**AUTHOR:** S P Gollan  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to endorse the use of the Common Seal.

#### **BACKGROUND**

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

#### **COMMENT**

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

1. Chief Executive Officer Employment Contract between the Shire of Beverley and Stephen Paul Gollan.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, Part 9, Division 3, Execution of documents states:

- (1) A document is duly executed by a local government if -
  - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of –
  - (a) the mayor or president; and
  - (b) the chief executive officer or a senior employee authorised by the chief executive officer,  
each of whom is to sign the document to attest that the common seal was so affixed.

- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

That Council note and endorse the use of the Common Seal having been attached to:

1. Chief Executive Officer Employment Contract between the Shire of Beverley and Stephen Paul Gollan.

#### **COUNCIL RESOLUTION**

**M11/0315**

**Moved Cr Pepper**

**Seconded Cr Gogol**

**That Council note and endorse the use of the Common Seal having been attached to:**

- 1. Chief Executive Officer Employment Contract between the Shire of Beverley and Stephen Paul Gollan.**

**CARRIED 8/0**

## **12.2 Policy Manual – AF005 Bank Accounts and Payments**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 12 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0468  
**AUTHOR:** S P Gollan, Chief Executive Officer  
**ATTACHMENTS:** Policy AF005 – Bank Accounts and Payments

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### **SUMMARY**

Council to consider an adjustment to policy AF005 to allow payments under \$5,000.00 to be authorised by the Chief Executive Officer and the Deputy Chief Executive Officer.

### **BACKGROUND**

At the 24 February 2015 Ordinary Council Meeting, it was requested by Council that a policy be developed to allow the Chief Executive Officer and Deputy Chief Executive Officer to authorise and sign any payments of \$5,000.00 or less to alleviate the need for Councillors to make several trips to the Shire Office.

### **COMMENT**

The new policy for Councils perusal is attached.

### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996

#### **11. Payments, procedures for making etc.**

- (1) A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of —
  - (a) cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and
  - (b) petty cash systems.
- (2) A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.
- (3) Payments made by a local government —
  - (a) subject to subregulation (4), are not to be made in cash; and
  - (b) are to be made in a manner which allows identification of —
    - (i) the method of payment; and
    - (ii) the authority for the payment; and
    - (iii) the identity of the person who authorised the payment.
- (4) Nothing in subregulation (3)(a) prevents a local government from making payments in cash from a petty cash system.

**FINANCIAL IMPLICATIONS**

N/A

**STRATEGIC IMPLICATIONS**

N/A

**POLICY IMPLICATIONS**

Shire of Beverley Policy Manual, update of policy AF005 Bank Accounts and Payments.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That policy AF005 Bank Accounts and Payments with adjustment to payment authorisation be adopted and incorporated in the Policy Manual.

**COUNCIL RESOLUTION**

**M12/0315**

**Moved Cr White**

**Seconded Cr Gogol**

**That policy AF005 Bank Accounts and Payments with adjustment to payment authorisation be adopted and incorporated in the Policy Manual.**

**CARRIED 8/0**

Attachment 12.2 – Proposed Amended Policy

**1.5 Bank Accounts and Payments (Proposed New Policy)**

<b>Policy Type:</b>	Accounting and Finance
<b>Date Adopted:</b>	

<b>Policy No:</b>	<b>AF005</b>
<b>Date Last Reviewed:</b>	September 2014

<b>Legal (Parent):</b>
1.

<b>Legal (Subsidiary):</b>
1.

<b>ADOPTED POLICY</b>	
<b>Title:</b>	<b>BANK ACCOUNTS AND PAYMENTS</b>
<b>Objective:</b>	<b>To provide a signing policy for all bank accounts.</b>

**Policy**

Any payment of \$5,000.00 or less can be authorised and signed by the Chief Executive Officer and the Deputy Chief Executive Officer.

All payments of \$5,001.00 or greater must have two signatures per payment, with one signatory being a Councillor (except payroll, loan and tax cheques where the Chief Executive Officer and Deputy Chief Executive Officer can sign) and the other the Chief Executive Officer or the Deputy Chief Executive Officer.

Where a payment is \$5,000.00 or less, but is a part-payment of an amount larger than \$5,001.00 the payment will be authorised by one Councillor and either the Chief Executive Officer or the Deputy Chief Executive Officer.

Where both the Chief Executive Officer and Deputy Chief Executive Officer are unavailable, the President and one Councillor may authorise payments.

## Attachment 12.2 – Original AF005 Policy

### **1.5 Bank Accounts and Payments**

<b>Policy Type:</b>	Accounting and Finance
<b>Date Adopted:</b>	September 2014

<b>Policy No:</b>	<b>AF005</b>
<b>Date Last Reviewed:</b>	September 2014

<b>Legal (Parent):</b>
1.

<b>Legal (Subsidiary):</b>
1.

<b>ADOPTED POLICY</b>	
<b>Title:</b>	<b>BANK ACCOUNTS AND PAYMENTS</b>
<b>Objective:</b>	<b>To provide a signing policy for all bank accounts.</b>

#### **Policy**

All payments must have two cheque signatures per cheque, with one signatory being a Councillor (except payroll, loan and tax cheques where the Chief Executive Officer and Deputy Chief Executive Officer can sign) and the other the Chief Executive Officer or the Deputy Chief Executive Officer.

Where both the Chief Executive Officer and Deputy Chief Executive Officer are unavailable, the President and one Councillor may sign.



### **12.3 RV Friendly Town**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 18 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0467  
**AUTHOR:** S P Gollan, Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to consider submitting an application to become an “RV Friendly Town”.

#### **BACKGROUND**

Council at the request of Cr T Buckland, discussed during the 24 February 2015 Council Briefing session, the idea of submitting an RV Friendly Town application. The RV Friendly Town program is run by the Campervan and Motorhome Club of Australia (CMCA). The CMCA has 66,000 members nationally.

#### **COMMENT**

The process to become an RV Friendly Town, initially involves the completion of the assessment form and meeting the minimum requirements. The entire process takes approximately 4 to 6 weeks from the application being made to the signs being delivered and CMCA advertising taking place. The minimum requirements include parking allocations, potable water and a dump point.

There are three parking criteria that Council need to address namely:

1. In Town Casual Parking – This parking needs only to be short term, i.e. long enough to allow grocery shopping and needs to be clearly sign posted as being for all recreational vehicles. It should read “RV Parking Only” as opposed to “Caravan Parking Only” or “Motorhome Parking Only”.
2. Short Term Parking – 24hours to 48 hours.
3. Long Term Parking – longer overnight stays of three days or more.

Council needs to designate where the parking areas are to be located. In Town Casual Parking and Short Term Parking can be accommodated at Apex Park as this is located 700 metres from the Post Office and is within CMCA guidelines for this type of parking.

Long Term Parking can be located at the Caravan Park at current rates.

The Dump Point is located on Council Road and meets requirements for larger rigs to use and turn around. The CMCA suggested that this will be used more frequently if Beverley is given the go ahead, but will not necessarily mean that people will use the caravan park even though it is located close by.

Apex Park has potable water available to fill fresh water tanks.

The town also meets other desirable qualifications such as medical facilities, fuel station, shopping area and tourist bureau.

The CMCA advises it is extremely important to make sure all Tourist Bureau workers and volunteers are fully aware of the RV Friendly Town status and to know the location of the dump point, potable water and short and long term parking. They also suggest having a corner or rack within the tourist bureau to display CMCA material. A meeting with the Beverley CRC and volunteers will be necessary to distribute this information. The CMCA representative made comment that some Council's had submitted their assessment without consulting tourism outlets and local business and some RV owners had been turned away.

Before submitting the application, it would be advantageous to gauge support of Council's proposal to become an RV Friendly Town. A notice could be placed in the Beverley Blarney asking for Public Comment and a feedback form sent to local business. If community support is received, Council could then confidently submit their application.

There is no set "term" or trial period when signing the Letter of Understanding. If Council decides three months or one year later for example, that the RV Friendly Town program is not working they can withdraw at any time. Alternatively if the CMCA believes we are not complying at any stage, they can withdraw us from the program.

#### **STATUTORY ENVIRONMENT**

N/A

#### **FINANCIAL IMPLICATIONS**

There is no fee to join the RV Friendly Town program.

The RV Friendly Town program has the potential to bring more visitors to town and financially benefit the local businesses.

#### **STRATEGIC IMPLICATIONS**

Economic Development: Increased Visitors – Facilitate and promote Beverley as a tourist destination.

#### **POLICY IMPLICATIONS**

N/A

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

That Council:

1. Advertise the proposed RV Friendly Town application and invite public comment.
2. Send a feedback form to local business to gauge support for the RV Friendly Town application.
3. Present the public comment and local business feedback to the May Ordinary Council Meeting for a final decision.

**COUNCIL RESOLUTION**

**M13/0315**

**Moved Cr Gogol**

**Seconded Cr Shaw**

**That Council:**

- 1. Advertise the proposed RV Friendly Town application and invite public comment.**
- 2. Send a feedback form to local business to gauge support for the RV Friendly Town application.**
- 3. Present the public comment and local business feedback to the May Ordinary Council Meeting for a final decision.**

**CARRIED 8/0**

## **12.4 Tourism Steering Committee**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 18 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0428  
**AUTHOR:** K McLean, Community Development Officer  
**ATTACHMENTS:** Tourism Steering Committee Terms of Reference

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### **SUMMARY**

To establish a Steering Committee and Terms of Reference for the development of a Tourism Planning Framework, with a view to the economic development of the district.

### **BACKGROUND**

Formation of a steering committee has stemmed from the dissolution of the Beverley Community Development Association Inc., and the subsequent role the CRC has undertaken in administering the Visitor Information Centre. Meetings with the CRC staff and CRC committee members have identified the need for a combined & planned approach to tourism. Expressions of interest were sought from the community to form a steering committee with a view to progressing Tourism Planning.

### **COMMENT**

The Tourism Steering Committee will comprise the Shire President, the CDO and one Shire of Beverley councillor, a CRC representative and six community members. A Terms of Reference, including the names of the committee members, has been developed for the Committee so as to guide the process of developing a Tourism Planning Framework.

### **STATUTORY ENVIRONMENT**

N/A

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Sustainable Community – Economic Development  
Planning at a strategic level for increased economic development.  
Increased visitors by the facilitation and promotion of Beverley, both within a local and regional context.

### **POLICY IMPLICATIONS**

N/A

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council endorse the Tourism Steering Committee Terms of Reference.

**COUNCIL RESOLUTION**

**M14/0315**

**Moved Cr White**

**Seconded Cr Gogol**

**That Council receive the Tourism Steering Committee Terms of Reference.**

**CARRIED 8/0**

## Attachment 12.4

### **PREAMBLE**

In response to an invitation from the Shire of Beverley to the Beverley community, the persons named hereunder agree to form a committee to be known as the Tourism Steering Committee in order to explore all relevant matters required to develop a planning framework for tourism in the Shire of Beverley and to present a suggested framework to the Shire and community by November 2015.

### **TOURISM STEERING COMMITTEE TERMS OF REFERENCE**

The role of the Tourism Steering Committee (the Committee) is to investigate tourism as an economic development opportunity for Beverley and to assist the Council of the Shire of Beverley with development of a Tourism Planning Framework.

The Tourism Steering Committee does not have executive powers, management functions or authority to implement actions, however will provide appropriate advice and recommendations on matters relevant to its Terms of Reference in order to facilitate decision making by Council.

#### **1. MEMBERSHIP**

In accordance with the Preamble the Members of the Tourism Steering Committee will be

- i) Mrs Dee Ridgway, Shire President; will act as Chairman of the Committee;
- ii) Cr Tom Buckland, Shire of Beverley;
- iii) Mrs Kathryn McLean, Shire of Beverley Community Development Officer;
- iv) Mrs Sam Fricker, Beverley Community Resource Centre, Assistant Coordinator;
- v) Mrs Jo Johnson, community;
- vi) Mr Scott McLean, community;
- vii) Mr Arie Valkhoff, community;
- viii) Mrs Kate Sofoulis, community;
- ix) Mr Tiang Heng Ee, community;
- x) Mrs Jacinta Murray, community.

1.1 The Chief Executive Officer, Senior Management and other administration staff of both the Shire of Beverley and the CRC may attend any meeting as observers.

## Attachment 12.4

### **2. SECRETARIAL RESOURCES**

2.1 By invitation, the Executive Assistant for the Shire of Beverley has agreed to provide secretarial support at meetings for the purpose of minute taking only.

### **3. QUORUM**

3.1 The quorum necessary for the transaction of business shall be six (6) members of the Committee and include at least one of either the Chairman or Community Development Officer.

### **4. MEETINGS**

4.1 The Committee shall meet according to the proposed schedule in Appendix 1 which will be confirmed at the first convened Committee meeting.

4.2 A specific date and time for each meeting/workshop/consultation will be agreed by the members of the Committee.

4.3 The Chairman may alter the schedule of meetings as determined by a consensus of the committee.

4.4 If the Chairman is unavailable, the committee shall elect a chairman for that meeting from those members present.

4.5 Notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee, no later than three (3) clear days before the date of the meeting.

4.6 Minutes of Committee meetings shall be circulated within seven (7) working days after a meeting.

4.7 Minutes of the meetings will be available to the community.

### **5. ROLES OF THE TOURISM STEERING COMMITTEE**

The Tourism Steering Committee shall:

5.1 Be strategic in its intent.

5.2 Aim for consensus on recommendations.

5.3 Engage in community consultation as a means of achieving the Tourism Steering Committee terms of reference

5.4 Review outcomes of the community consultations

5.5 Develop a focus for the Beverley Agricultural Show Shire tent and community survey content.

5.6 Develop recommendations for a community presentation.

5.7 Review responses from the aforementioned community presentation and refine recommendations.

5.8 The Tourism Planning Framework will include recommendations on future action/s.

5.9 The Committee will present its final recommendations to the Shire of Beverley.

Attachment 12.4

**APPENDIX 1**

**Proposed Schedule of Activity for Beverley Tourism Steering Committee**

2015		
April	Committee Meeting	
May	Community Workshop	Why and How (And record ideas raised for "What" actions if planning is progressed)
June	Committee Meeting	Review Workshop, Develop Beverley Show Display, Construct Community Survey
July	Committee Meeting	Develop Beverley Show Display, Finalise Community Survey
August	Beverley Show	Community Survey goes out and Participate in Shire Tent
September	Committee Meeting	Review Feedback from Show & Surveys. Develop Presentations for Council and Community
October	Community Presentation	
November	Committee Meeting	Review & Refine Proposed Tourism Framework for Council meeting
November	Council Meeting	Tourism Planning Document presented to Council



## **12.5 Policy Manual – Asset Capitalisation**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 13 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0468  
**AUTHOR:** S K Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Asset Capitalisation Policy

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### **SUMMARY**

Council to consider a new policy to provide guidance to management for Asset Capitalisation Thresholds.

### **BACKGROUND**

Council adopted a new policy manual in September 2014, there is currently no policy regarding Asset Capitalisation Thresholds.

### **COMMENT**

On review of Council's Asset Register it was found that previously many small items of relatively low value had been capitalised and recorded in the Asset Ledger.

With the implementation of Fair Value accounting having to review each small item and assign a market value has become a tedious process for very little gain.

A capitalisation threshold of \$1,000.00 would deem adequate and material in respect to the operations of Council.

The proposed Asset Capitalisation Policy is attached.

### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996

### **FINANCIAL IMPLICATIONS**

N/A

### **STRATEGIC IMPLICATIONS**

Sustainable Governance – Manage resources effectively.

### **POLICY IMPLICATIONS**

No current policy

### **VOTING REQUIREMENTS**

Absolute Majority

### **OFFICER'S RECOMMENDATION**

That Council adopt the Asset Capitalisation Policy AF010 and it be integrated into Council's current working documents.

**COUNCIL RESOLUTION**

**M15/0315**

**Moved Cr Gogol**

**Seconded Cr Pepper**

**That Council adopt the Asset Capitalisation Policy AF010 and it be integrated into Council's current working documents.**

**CARRIED 8/0**

## Attachment 12.5

### 1.10 Asset Capitalisation

<b>Policy Type:</b>	Accounting and Finance	<b>Policy No:</b>	<b>AF010</b>
<b>Date Adopted:</b>		<b>Date Last Reviewed:</b>	

<b>Legal (Parent):</b> 1.	<b>Legal (Subsidiary):</b> 1.
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<b>ADOPTED POLICY</b>	
<b>Title:</b>	<b>ASSET CAPITALISATION</b>
<b>Objective:</b>	<b>To establish the method to record Assets.</b>

#### Policy

Assets are required to be capitalised and recorded on Council's Asset Register

1. Fixed assets less than \$1,000.00 in value (individual or grouped), are to be fully expensed at the time of purchase.
2. Where appropriate, fixed assets of a value less than \$1,000.00 (individual or grouped), are to be recorded in the Asset Register with a "Nil" value.
3. Fixed assets over \$1,000.00 in value (individual or grouped), are to be classified, recorded in the Asset Register, and depreciated as set out in the Depreciation Policy (AF001).

3:12pm – Prior to Item 12.6, Cr Ridgway declared an Interest affecting impartiality given that a member of her family is involved with the Friends of Kokeby Group.

## **12.6 Anglo Estates – Hazard Reduction**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 19 March 2015  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0181  
**AUTHOR:** S P Gollan, Chief Executive Officer  
**ATTACHMENTS:** Kokeby Map

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### **SUMMARY**

Council to initiate a process to formalise a Memorandum of Understanding (MOU) to the “Friends of Kokeby” to manage Shire owned blocks in the Anglo Estate precinct.

### **BACKGROUND**

For several years a group known as “Friends of Kokeby” have been trying to control the weeds and reduce a significant fire hazard presenting in the “Anglo Estate” precinct at Mt Kokeby which was not being addressed however there has been no formal agreement in place.

### **COMMENT**

There are a total of 47 blocks in the Anglo Estate, of these, two (2) are crown land blocks, twenty five (25) are owned by the Shire, six (6) have been identified to transfer back to the Shire (due to outstanding rates), and fourteen (14) are privately owned.

The Anglo Estate blocks have been a thorn in the side of Council for many years in particular building / planning issues and the continuing issue of fire hazard control.

In researching this matter the issue of fire control has been raised at Council, I have extracted the following from Council minutes and believe that Council has acknowledged that there is a significant fire hazard at the Anglo Estate subdivision in Mt Kokeby.

**November 2007:** *A huge fire risk problem continues in the Mt Kokeby precinct, where there are a lot of small blocks of less than an acre upon which no form of grass manipulation has taken place for many years.*

*Within the Beverley town boundary owners could have been forced to deal with the risk, whether by themselves, or enforced with a bill attached. A fire through here could well end up in the river and burn along into Beverley.*

*Council resolved to consider formulating a policy to remove the fire hazard that exists with the small land holdings adjacent to the Mt. Kokeby townsite, prior to the April 2008 meeting.*

**April 2008:** *There remains a huge fire risk problem in the Mt Kokeby Precinct, where a multitude of town site blocks have had no form of grass manipulation of years. Council needs to take a proactive approach in this precinct and resume*

*these old Mt Kokeby town site blocks if possible, and amalgamate them into a single holding. At the very least the area needs to be fenced so the neighbouring landowners can graze livestock to reduce the grass burden.*

Under the Local Government Act 1995 and the Local Government (Function and General) regulations 1996, Council is able to enter into an agreement with an organisation whether incorporated or not to dispose of the land.

The local community of Mt Kokeby through “Friends of Kokeby” have indicated they are willing to control potential Fire Hazards on council land and that a Memorandum of Understanding be entered into with the un-incorporated body to allow them to use the land for an initial period of three (3) years with extensions to be agreed on a mutually accepted basis.

Council is request to give consideration to enter into a Mem with the “Friend of Kokeby with the aim of Achieving the following objectives:

- That the Friends of Kokeby control the potential fire hazards on council owned land in the Angelo Estate precinct at Mt Kokeby
- That any income generated from the utilisation of the land be utilised to fund community projects
- As the Friends of Kokeby are an un-incorporated body, any funds generated be held in the shire’s Trust Fund account

Whilst the Council may allow the “Friends of Kokeby” to utilise the land any income generated cannot be used to benefit a private individual(s) Therefore the funds generated can only be used to fund community projects in Mt Kokeby. These funds to be deposited into the shires Trust Fund.

Discussion with the “Friends of Kokeby” group have indicated that they would like to construct an interpretation board that will detail the history of Mt Kokeby and any funds generated to be utilised for this purpose.

The “Friends of Kokeby” have also indicated that they are prepared to transfer funds currently held to the shire, to be deposited into its Trust Fund.

## **STATUTORY ENVIRONMENT**

### **Local Government Act 1995**

#### Section 3.58. Disposing of property

(1) In this section —

Dispose includes selling, leasing, or otherwise disposing of, whether absolutely or not;

Property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

- (a) The highest bidder at public auction; or
- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) It gives local public notice of the proposed disposition —
    - (i) Describing the property concerned; and
    - (ii) Giving details of the proposed disposition; and
    - (iii) Inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
  - (b) It considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) The names of all other parties concerned; and
  - (b) The consideration to be received by the local government for the disposition; and
  - (c) The market value of the disposition —
    - (i) As ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
    - (ii) As declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) A disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or
  - (b) A disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
  - (c) Anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
  - (d) Any other disposition that is excluded by regulations from the application of this section.

### **Local Government (Function and General) Regulations 1996**

#### **Section 30. Dispositions of property excluded from Act s. 3.58**

- (1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.
- (2) A disposition of land is an exempt disposition if —
- (a) The land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —
    - (i) Its market value is less than \$5 000; and
    - (ii) The local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;

- or
- (b) The land is disposed of to a body, whether incorporated or not —
- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature;
  - and
  - (ii) The members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **STRATEGIC IMPLICATIONS**

N/A

#### **POLICY IMPLICATIONS**

N/A

#### **VOTING REQUIREMENTS**

Absolute Majority

#### **OFFICER'S RECOMMENDATION**

That Council:

1. Agree to enter into a Memorandum of Understanding with the "Friends of Kokeby" for the management of the Shire owned blocks on the "Anglo Estates" in Kokeby, and
2. Authorise the Chief Executive Officer to liaise with the "Friends of Kokeby" and prepare a Memorandum of Understanding.

#### **COUNCIL RESOLUTION**

**M16/0315**

**Moved Cr Buckland**

**Seconded Cr Gogol**

**That Council:**

- 1. Agree to enter into a Memorandum of Understanding with the "Friends of Kokeby" for the management of the Shire owned blocks on the "Anglo Estates" in Kokeby, and**
- 2. Authorise the Chief Executive Officer to liaise with the "Friends of Kokeby" and prepare a Memorandum of Understanding.**

**CARRIED 8/0**

Attachment 12.6





3:14pm – Prior to Item 12.7, Cr Ridgway and Cr White declared an Interest affecting Impartiality, given that they are members of the Beverley Community Resource Centre Committee.

## **12.7 Relocation of the Visitor Centre**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 19 March 2015  
**APPLICANT:** Beverley Community Resource Centre  
**FILE REFERENCE:** ADM 0072  
**AUTHOR:** S P Gollan, Chief Executive Officer  
**ATTACHMENTS:** Letter

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### **SUMMARY**

Council to consider granting permission to the Beverley Community Resource Centre (CRC) to relocate the Visitor Centre to the front room of the Old School Building.

### **BACKGROUND**

The Visitor Centre is staffed by volunteers whose numbers are declining, with the administration and financial side being managed by the Beverley CRC. A letter has been received from the Beverley CRC outlining the reasons why they would like to move the Visitor Centre. The letter is attached.

### **COMMENT**

Management are in agreeance with the comments made by the CRC in relation to the declining number of volunteers, ad-hoc opening hours and CRC staffing resources.

Allowing the visitor centre to move into the CRC building will ensure that tourists are attended to Monday to Friday 9am to 4pm and give them the opportunity to purchase souvenirs and access maps and information guides. A large number of CRC's are now acting as the body where tourist information is being distributed to visitors.

Concern may be expressed that memorabilia and souvenirs may not be available on the weekend as the CRC currently are only open weekdays.

### **STATUTORY ENVIRONMENT**

N/A

### **FINANCIAL IMPLICATIONS**

N/A

### **STRATEGIC IMPLICATIONS**

Economic Development: Facilitate and promote Beverley as a tourist destination.

### **POLICY IMPLICATIONS**

N/A

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council allow the Beverley Community Resource Centre to move the Beverley Visitors Centre to the front room of the Old Pre School building.

**COUNCIL RESOLUTION**

**M17/0315**

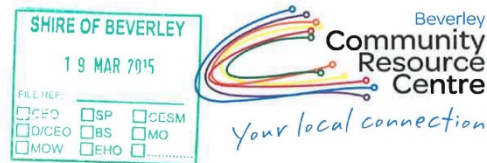
**Moved Cr Buckland**

**Seconded Cr Shaw**

**That Council allow the Beverley Community Resource Centre to move the Beverley Visitors Centre to the front room of the Old Pre School building.**

**CARRIED 8/0**

## Attachment 12.7



Beverley Community Resource Centre  
P.O. Box 310 Beverley WA 6304  
P: 08 9646 1600 F: 08 9646 1295  
E: [beverley@crc.net.au](mailto:beverley@crc.net.au)  
ABN: 83 320 522 911

15<sup>th</sup> March 2015

Mr Steve Gollan  
Chief Executive Officer  
Shire of Beverley  
PO Box 20  
BEVERLEY WA 6304

Dear Steve

The Beverley Community Resource Centre requests the Shire give consideration to allowing the relocation of the Visitor Centre to the front room of the Old School Building, leaving the Aeronautical Museum available for self-guided tours upon request of a key.

This system would enable the travelling public to access information and souvenirs from the CRC during office hours.

Currently volunteers staff the Visitor Centre however with a decline in their numbers, the hours of opening are ad-hoc, and requests to the CRC from visitors to open the Aeronautical Museum have increased. The CRC doesn't have the staffing resource to undertake this task with the current Visitor Centre/Aeronautical Museum format.

The suggested change would enable the travelling public to be better serviced during office hours in the event that volunteers are not in attendance. The Visitor Centre could be opened on weekends and public holidays by volunteers, if and when they are available, as currently occurs.

This change should provide a more regular Visitor Centre service.

I look forward to favourable consideration of the request.

Yours sincerely

Glenys Lane  
Chairperson

### **13. CONFIDENTIAL REPORTS**

#### **13.1 Closure of the Meeting**

##### **SUMMARY**

Council to close the meeting to review the Chief Executive Officer Annual Appraisal 2015 Report.

##### **STATUTORY ENVIRONMENT**

Local Government Act 1995, Part 5, Division 2, Section 5.23:

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –
- (a) a matter affecting an employee or employees.

##### **OFFICER'S RECOMMENDATION**

That Council close the meeting to members of the public.

##### **COUNCIL RESOLUTION**

**M18/0315**

**Moved Cr Alexander**

**Seconded Cr Gogol**

**That Council close the meeting to members of the public.**

**CARRIED 8/0**

3.15pm – Stephen Gollan, Chief Executive Officer and Alison Lewis, Executive Assistant left the meeting.

3.15pm – Simon Marshall, Deputy Chief Executive Officer and two observers, Lynn Isaacs and Arie Valkoff left the meeting and did not return.

### **13.2 Chief Executive Officer – Annual Appraisal 2015**

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**SUBMISSION TO:** Ordinary Council Meeting 24 March 2015  
**REPORT DATE:** 17 March 2015  
**APPLICANT:** John Phillips Consulting  
**FILE REFERENCE:** ADM 0412  
**AUTHOR:** S P Gollan, Chief Executive Officer  
**ATTACHMENTS:** CEO Annual Appraisal 2015 Council Report

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#### **SUMMARY**

Council to accept or reject, the Chief Executive Officer Annual Appraisal review with or without modification.

Confidential Report under separate cover.

3:18pm – Cr Alexander left the meeting.

3:22pm – Cr Alexander re-joined the meeting.

#### **COUNCIL RESOLUTION**

**M19/0315**

**Moved Cr White**

**Seconded Cr Gogol**

**That Council:**

- 1. Receive the Performance Review report and endorses the overall rating of 'meets performance expectations';**
- 2. Endorses the key focus areas for the 2015/2016 review period; and**
- 3. Schedules the next Chief Executive Officer annual appraisal to commence in February 2016.**

**CARRIED 8/0**

### **13.3 Opening of the Meeting**

#### **SUMMARY**

Council to open the meeting after the review the Chief Executive Officer Annual Appraisal 2015 Report.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995, Part 5, Division 2, Section 5.23:

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –

(a) a matter affecting an employee or employees.

#### **OFFICER'S RECOMMENDATION**

That Council open the meeting to members of the public.

#### **COUNCIL RESOLUTION**

**M20/0315**

**Moved Cr Gogol**

**Seconded Cr White**

**That Council open the meeting to members of the public.**

**CARRIED 8/0**

3:23pm – Stephen Gollan and Alison Lewis re-joined the meeting.

**14. NEW BUSINESS ARISING BY ORDER OF THE MEETING**

Nil

**15. CLOSURE**

The Chairman declared the meeting closed at 3:25pm

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

PRESIDING MEMBER:

DATE: