



26 MAY 2015

ORDINARY MEETING

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 2:02pm.

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 KM Murray		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 (from 2:04pm to 2:21pm)
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Nil

2.5 Condolences

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

MCEWAN	Stella	30 April 2015
NEVERMAN	Doreen	April 2015

3. DECLARATIONS OF INTEREST

3.1 Cr Pepper – Item 11.2 (Impartiality)

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 28 April 2015

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 28 April 2015 be confirmed.

COUNCIL RESOLUTION

M1/0515

Moved Cr Gogol

Seconded Cr Davis

That the Minutes of the Ordinary Council Meeting held Tuesday 28 April 2015 be confirmed.

CARRIED 9/0

7.2 Minutes Of The Corporate Strategy Committee Meeting held 12 May 2015

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Strategy Committee Meeting held Tuesday 12 May 2015 be received.

(Provided under separate cover)

Refer to Item 11.3

COUNCIL RESOLUTION

M2/0515

Moved Cr Buckland

Seconded Cr Gogol

That the Minutes of the Corporate Strategy Committee Meeting held Tuesday 12 May 2015 be received.

CARRIED 9/0

8. TECHNICAL SERVICES

Nil

2:04pm – Mr Stefan de Beer, Shire Planner joined the meeting.

9. PLANNING SERVICES

9.1 Proposed Relocated Second Hand Dwelling – 51 Langsford Street

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 18 May 2015
APPLICANT: Cara and Derek Hammond
FILE REFERENCE: LAN 783
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Site Plan, Floor Plan, Building Surveyor Report & Photos

SUMMARY

It is proposed to relocate a secondhand building (dwelling) to 51 (lot 188) Langsford Street. It will be recommended the application be approved.

BACKGROUND

The applicant is proposing to relocate a second hand building to 51 (lot 188) Langsford Street. The subject site is zoned '*Rural Residential*' and contains an existing dwelling and outbuilding.

COMMENT

(Kindly consider this section by referring to the attached documentation).

Under Clause 4.13 of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2) the use of second hand cladding or the relocation of a second hand building shall only be permitted at the discretion of Council. Council must consider if the building is in a satisfactory condition and will not detrimentally affect the amenity of the area. To ensure compliance with any conditions of approval Council may require a bond. Implementation of the provisions of TPS 2 is guided by Council policy.

Planning for second hand dwellings is guided by Council's Relocated Second Hand Buildings Policy. The objective of the policy is to ensure that the relocation of second hand buildings is undertaken to an approved standard which pays regard to local amenity and aesthetics.

To address any possible amenity and aesthetic concerns should Council approve the application, it will be recommended the dwelling is finished to an acceptable standard, as a condition of approval. To ensure the dwelling is finished within an acceptable timeframe it will be recommended a bond, in compliance with TPS 2 and Council's policy, is also imposed as a condition of approval.

Council's Relocated Second Hand Buildings Policy requires an inspection by the Shire's Building Surveyor of the dwelling prior to relocation into the Shire. The purpose of this requirement is to ensure the dwelling is suitable for relocation. To this effect the Council's Building Surveyor submitted a favourable report for the proposed relocation (attached hereto).

The recommended conditions of approval are consistent with TPS 2 and Council policy and are anticipated to address any matters of concern. Therefore it will be recommended the application is approved.

There is an existing dwelling on the property that the applicant proposes to convert into a non-habitable games room. Should Council resolve to approve this application it will be recommended that a planning condition be imposed to this effect.

CONSULTATION

As a result of the proposed site-specific location of the dwelling on the lot, in relation to neighbouring land uses, it was not considered necessary to consult with neighbouring property owners.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

The application complies with Council's Policy on Relocated Second Hand Buildings.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant Planning Approval for a Relocated Second Hand Building (Dwelling) at 51 (Lot 188) Langsford 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. Prior to the issue of a Building Permit, a bond of \$5,000 is to be lodged with the Shire of Beverley to ensure all works, clearing the site of debris, and connecting plumbing and drainage, are completed to the satisfaction of the Shire Building Surveyor and comply with the relevant provisions of the Building Codes of Australia.
4. Prior to relocation of the second hand building, all asbestos material, if present, shall be removed.

5. All works are to be completed within 12 months from the relocation of the building.
6. Prior to occupation, the exterior of the dwelling is to be finished to an acceptable standard in an approved colour which is in harmony with the amenity of the area, to the satisfaction of the Shire.
7. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater system, which complies with the requirements of the Treatment of Sewerage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to advice note 3).
8. Permanent habitation shall not be permitted in the games room.

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 7, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.
4. With regard to Condition 3, in compliance with Council's Relocated Second-Hand Buildings Policy, the \$5,000 bond is to be lodged with the Shire. Bank or other guarantees are not acceptable.

COUNCIL RESOLUTION

M3/0515

Moved Cr Gogol

Seconded Cr Shaw

That Council grant Planning Approval for a Relocated Second Hand Building (Dwelling) at 51 (Lot 188) Langsford 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. Prior to the issue of a Building Permit, a bond of \$5,000 is to be lodged with the Shire of Beverley to ensure all works, clearing the site of debris, and connecting plumbing and drainage, are completed to the satisfaction of the Shire Building Surveyor and comply with the relevant provisions of the Building Codes of Australia.**
- 4. Prior to relocation of the second hand building, all asbestos material, if present, shall be removed.**
- 5. All works are to be completed within 12 months from the relocation of the building.**
- 6. Prior to occupation, the exterior of the dwelling is to be finished to an acceptable standard in an approved colour which is in harmony with the amenity of the area, to the satisfaction of the Shire.**
- 7. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater system, which complies with the requirements of the Treatment of Sewerage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to advice note 3).**
- 8. Permanent habitation shall not be permitted in the games room.**

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 7, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.**
- 4. With regard to Condition 3, in compliance with Council's Relocated Second-Hand Buildings Policy, the \$5,000 bond is to be lodged with the Shire. Bank or other guarantees are not acceptable.**

CARRIED 9/0

Attachment 9.1

SHIRE OF BEVERLEY

RELOCATABLE DWELLING INSPECTION REPORT

Applicant's details

Name: Cara & Derek Hammond
Address: 51 Langsford Street, Beverley
Application date: 13 April 2015
Inspection date: 28 April 2015

Current location of building

Access: Contact House Transporter
Address: Lot 38 Carbro Drive, Cardup
Owner's Name: Bill & Jacquie Phone No: 0488 101 808
Owner's Address: Lot 38 Carbro Drive, Cardup
Builder/Transporter's Name: Nylung House Transporters (Mark Marshall)
Phone No: 9410 2047

Proposed location of building

Lot: 188 House No: 51 Street: Langsford Street, Beverley
Zoning: Rural Residential 1 Area of Lot: 1.6794 hectares

Proposed Use of Building

New building to be used as a residence after re-establishment.

Building Condition

Estimated Age (Years): 5 years

Cladding - Walls

Type: Colourbond and fibre cement
Condition: Very good
Rectification Required: Nil

Roof

Type: Colourbond
Condition: Very good
Rectification Required: Nil

Structure – Sub-Floor

Type: Concrete
Condition: Not visible at time of inspection.
Rectification Required: Engineer's certificate required with Building Permit application.

Walls

Type: Gyprock

Attachment 9.1

Condition: Very good
Rectification Required: Aesthetic repairs following relocation

Ceiling

Type: Gyprock
Condition: Very good
Rectification Required: Aesthetic repairs following relocation

Interior and Services (Any Relevant Comment)

- Interior was in a very good condition.
- Services will require alteration and reconnection.
- Kitchen and bathroom areas in good condition.

Appearance

- Poor
- Fair
- Good
- Very good**
- Excellent

General Remarks

- The dwelling is currently occupied by the owners and is being removed to enable construction of a new permanent dwelling.
- The dwelling was originally constructed for a north-west location and to cyclonic conditions, however was not required and has never been located on a mine site or the like.
- From the street the building appears as a neat and tidy dwelling and has front and rear decks constructed that will be moved with the dwelling.
- The dwelling will be relocated by professional house movers.
- Refer to photographs attached to this Report taken at the time of inspection.

Recommendation

That the building BE approved for relocation to the nominated site subject to the following specific conditions:

1. A Building Permit application being submitted and approved prior to the relocation of the building.
2. A Structural Engineer's Certification being submitted with the application for a Building Permit.
3. Details of compliance of the energy efficiency requirements of the Building Code of Australia being submitted with the application for the Building Permit.
4. An application for a septic system being approved and the system being installed prior to the occupation of the dwelling.
5. The dwelling to be completed to habitable standards within 12 months of relocation.

Name of Inspecting Officer: Jacky Jurmann
Date: 11 May 2015

Attachment 9.1

PHOTOGRAPHS TAKEN DURING INSPECTION

Front Elevation



Rear Elevation



Attachment 9.1

Front Verandah



Attachment 9.1

Rear Verandah



Attachment 9.1

Side Elevations



Attachment 9.1

Internal



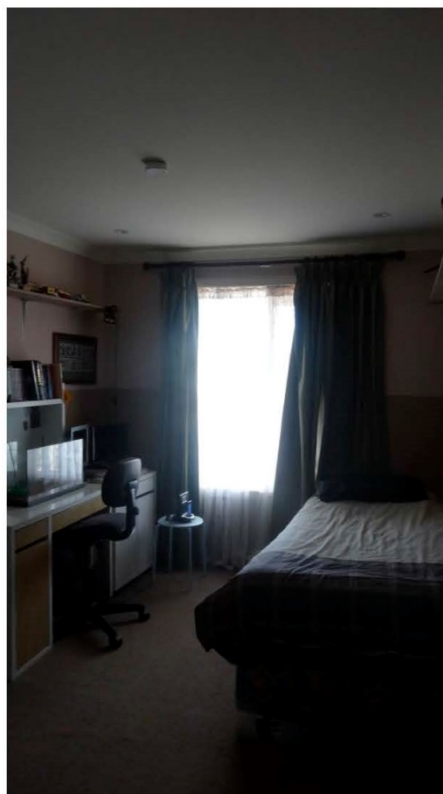
Attachment 9.1



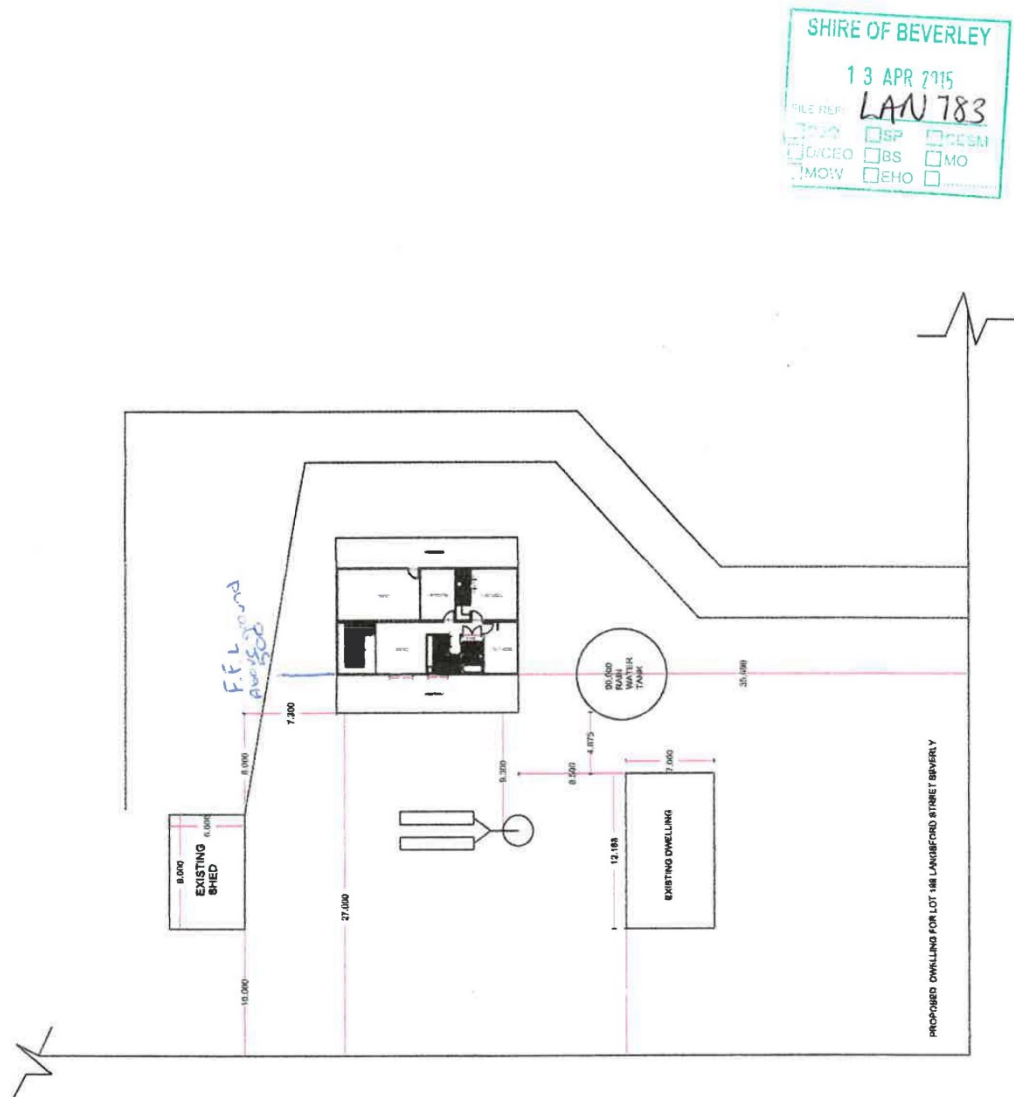
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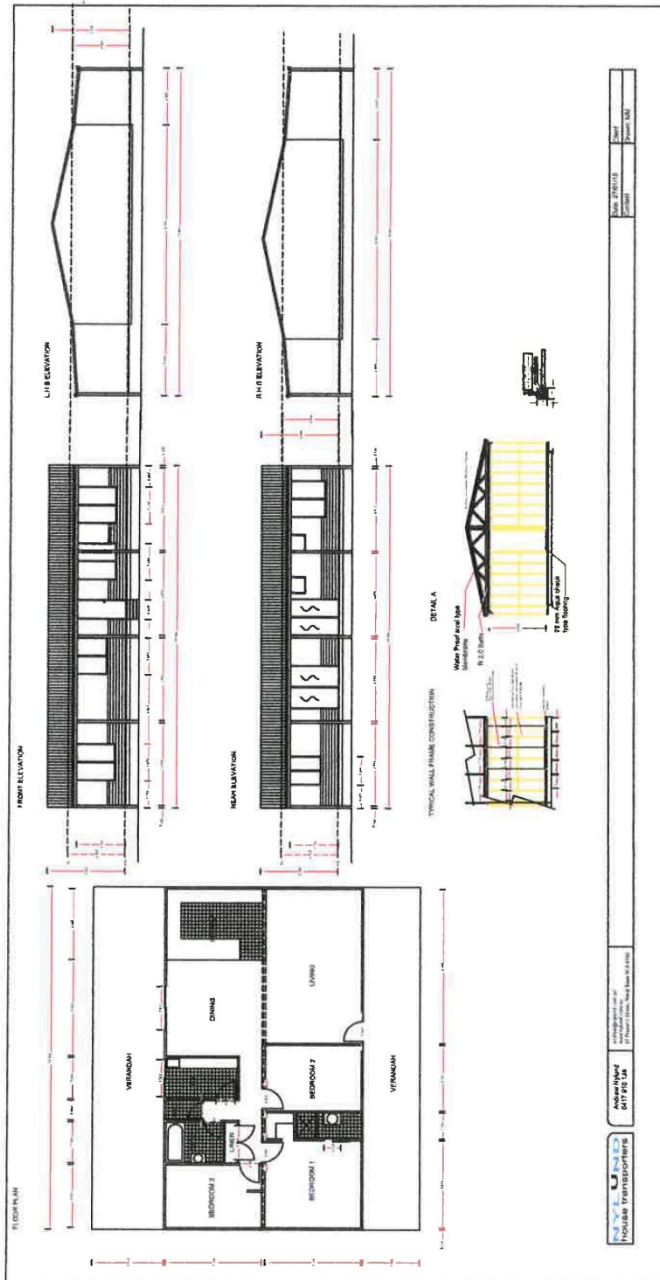
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Attachment 9.1



Attachment 9.1



SHIRE OF BEVERLEY
13 APR 2015
LAN783
FILE REF: []
DICO [] SP [] CESM []
MOW [] BS [] MO []
EHS []

9.2 Proposed Relocated Second Hand Dwelling – Lot 7952 Kokeby East Rd

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 18 May 2015
APPLICANT: Joseph Polgar and Sharon Young
FILE REFERENCE: KOK 51498
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Locality Map, Site Plan, Floor Plan and Photo's

SUMMARY

It is proposed to relocate a secondhand building (dwelling) to lot 7952 Kokeby East Road. It will be recommended the application be approved.

BACKGROUND

The applicant is proposing to relocate a second hand building to lot 7952 Kokeby East Road. The subject site is zoned 'Farming' and is vacant.

The property can only be accessed via a dirt track (approx. length 1 km) located within an unconstructed road reserve.

COMMENT

(Kindly consider this section by referring to the attached documentation).

Relocatable Second Hand Building:

Under Clause 4.13 of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2) the use of second hand cladding or the relocation of a second hand building shall only be permitted at the discretion of Council. Council must consider if the building is in a satisfactory condition and will not detrimentally affect the amenity of the area. To ensure compliance with any conditions of approval Council may require a bond. Implementation of the provisions of TPS 2 is guided by Council policy.

Planning for second hand dwellings is guided by Council's Relocated Second Hand Buildings Policy. The objective of the policy is to ensure that the relocation of second hand buildings is undertaken to an approved standard which pays regard to local amenity and aesthetics.

To address any possible amenity and aesthetic concerns should Council approve the application, it will be recommended the dwelling is finished to an acceptable standard, as a condition of approval. To ensure the dwelling is finished within an acceptable timeframe it will be recommended a bond, in compliance with TPS 2 and Council's policy, is also imposed as a condition of approval.

Council's Relocated Second Hand Buildings Policy requires an inspection by the Shire's Building Surveyor of the dwelling prior to relocation into the Shire. The purpose of this requirement is to ensure the dwelling is suitable for relocation. At the time of compilation of this report the Building Surveyor's report was awaited and it is proposed that a favourable report be made a condition of planning approval.

The recommended conditions of approval are consistent with TPS 2 and Council policy and are anticipated to address any matters of concern.

Development of lots not abutting a constructed public road:

Clause 4.4 of the Shire of Beverley Town Planning Scheme No. 2 reads as follows:

'Notwithstanding anything elsewhere appearing in the Scheme where an application for planning consent is made in respect of land abutting an unconstructed road or a lot which does not have frontage to a constructed road the Council shall either:

- a) refuse the application until the road has been constructed or access by means of a constructed road is provided as the case may be;*
- b) grant the application subject to a condition requiring the applicant to pay a sum of money in or towards payment of the cost or estimated cost of construction of the road or part thereof and any other conditions it thinks fit to impose; or*
- c) grant the application subject to the following conditions, or any other conditions Council see fit to impose –*
 - Arrangements are to be made for permanent access, to the satisfaction of the Council.*
 - The location of any legal access shall be to the satisfaction of Council.*
 - Access must be constructed and maintained to the satisfaction of Council.*
 - A notification is to be placed on the title of the land alerting landowners that the lot does not have access to a constructed public road and alternative access arrangements must be maintained, both physically and legally.'*

In response to the above the applicant has indicated willingness to construct an access road to the property to the satisfaction of the Shire's Manager of Works. Should Council resolve to approve this application, it will be recommended that a planning condition be imposed to meet this requirement prior to occupation of the dwelling.

CONSULTATION

As a result of the proposed site-specific location of the dwelling on the lot, in relation to neighbouring land uses, it was not considered necessary to consult with neighbouring property owners.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

The application needs to comply with Council's Policy on Relocated Second Hand Buildings.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant Planning Approval for a Relocated Second Hand Building (Dwelling) at Lot 7952 Kokeby East 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.
3. Prior to the issue of a Building Permit, a bond of \$5,000 is to be lodged with the Shire of Beverley to ensure all works, clearing the site of debris, and connecting plumbing and drainage, are completed to the satisfaction of the Shire Building Surveyor and comply with the relevant provisions of the Building Codes of Australia.
4. Prior to relocation of the second hand building, a favourable report shall be submitted by the Building Surveyor to the satisfaction of the Shire Planner.
5. Prior to relocation of the second hand building, all asbestos material, if present, shall be removed.
6. All works are to be completed within 12 months from the relocation of the building.
7. Prior to occupation, the exterior of the dwelling is to be finished to an acceptable standard in an approved colour which is in harmony with the amenity of the area, to the satisfaction of the Shire.
8. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater system, which complies with the requirements of the Treatment of Sewerage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to advice note 3).
9. Prior to occupation of the dwelling, the access road shall be constructed to the satisfaction of the Shire's Works Supervisor.

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 8, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.
4. With regard to Condition 3, in compliance with Council's Relocated Second-Hand Buildings Policy, the \$5,000 bond is to be lodged with the Shire. Bank or other guarantees are not acceptable.

COUNCIL RESOLUTION

M4/0515

Moved Cr Davis

Seconded Cr Shaw

That Council grant Planning Approval for a Relocated Second Hand Building (Dwelling) at Lot 7952 Kokeby East 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.**
- 3. Prior to the issue of a Building Permit, a bond of \$5,000 is to be lodged with the Shire of Beverley to ensure all works, clearing the site of debris, and connecting plumbing and drainage, are completed to the satisfaction of the Shire Building Surveyor and comply with the relevant provisions of the Building Codes of Australia.**
- 4. Prior to relocation of the second hand building, a favourable report shall be submitted by the Building Surveyor to the satisfaction of the Shire Planner.**
- 5. Prior to relocation of the second hand building, all asbestos material, if present, shall be removed.**
- 6. All works are to be completed within 12 months from the relocation of the building.**
- 7. Prior to occupation, the exterior of the dwelling is to be finished to an acceptable standard in an approved colour which is in harmony with the amenity of the area, to the satisfaction of the Shire.**
- 8. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater system, which complies with the requirements of the Treatment of Sewerage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to advice note 3).**
- 9. Prior to occupation of the dwelling, the access road shall be constructed to the satisfaction of the Shire's Works Supervisor.**

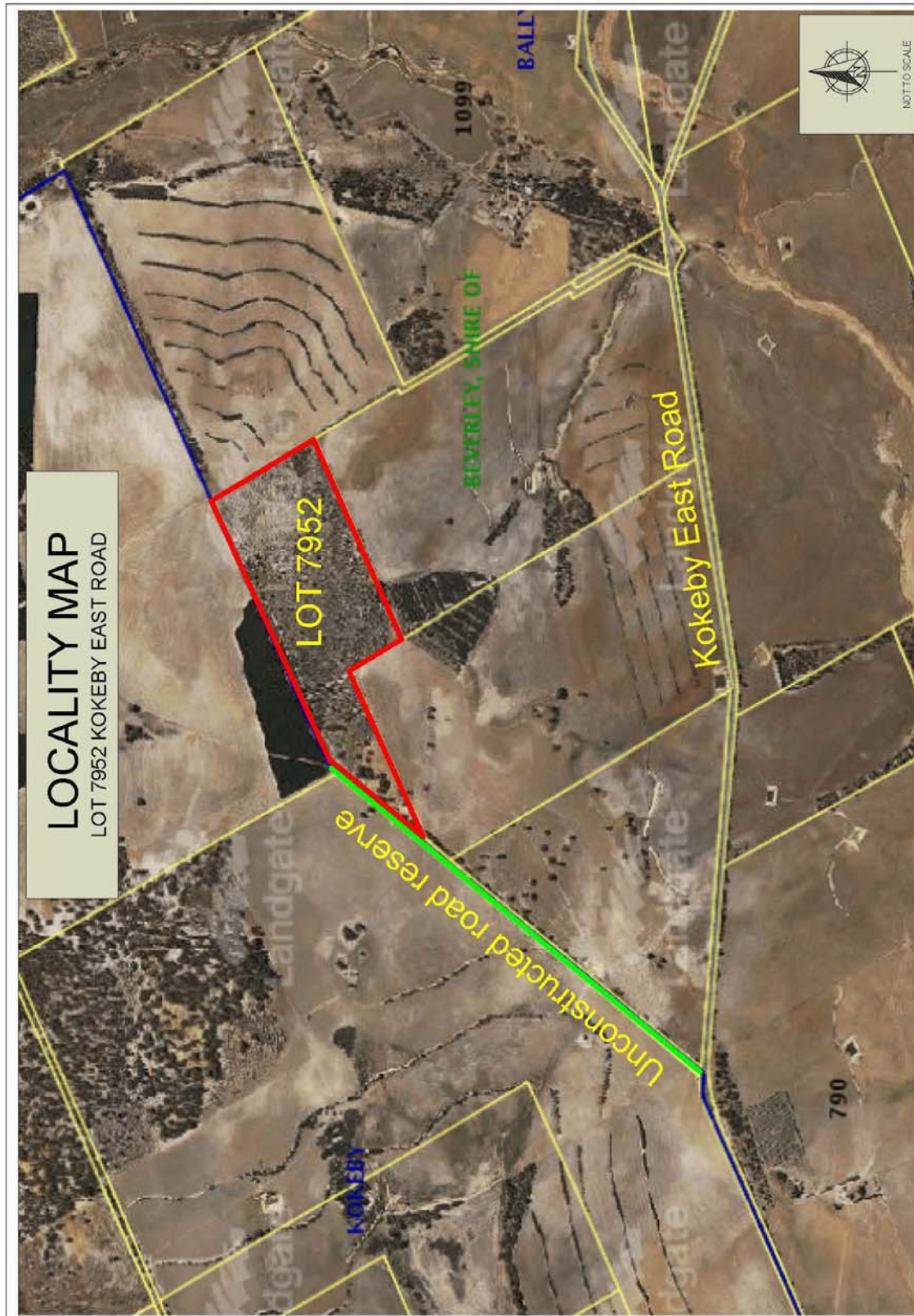
Advice Notes:

- 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 8, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.**
- 4. With regard to Condition 3, in compliance with Council's Relocated Second-Hand Buildings Policy, the \$5,000 bond is to be lodged with the Shire. Bank or other guarantees are not acceptable.**

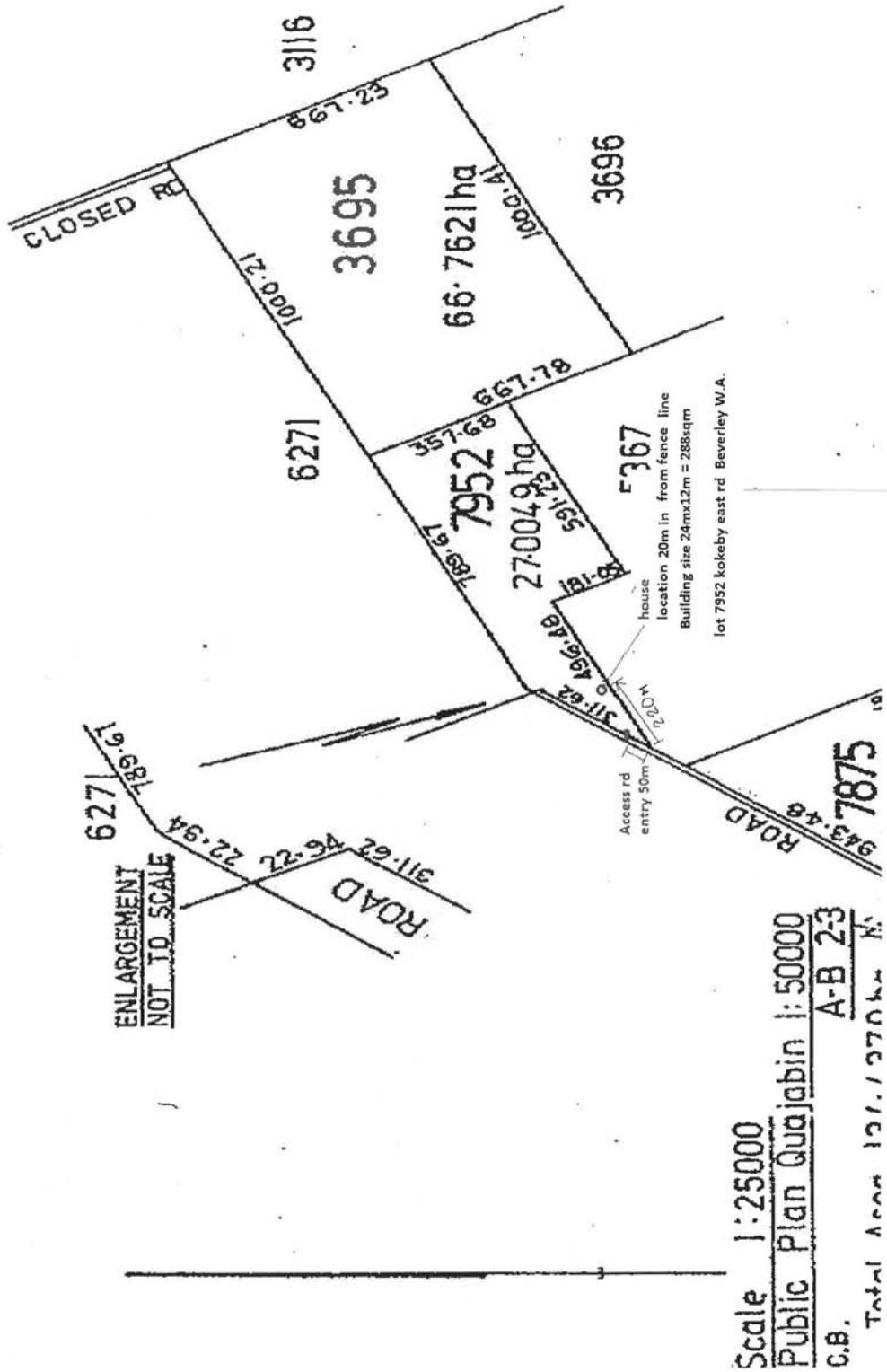
CARRIED 9/0

Cr Alexander requested his opposition to Condition 9 be noted.

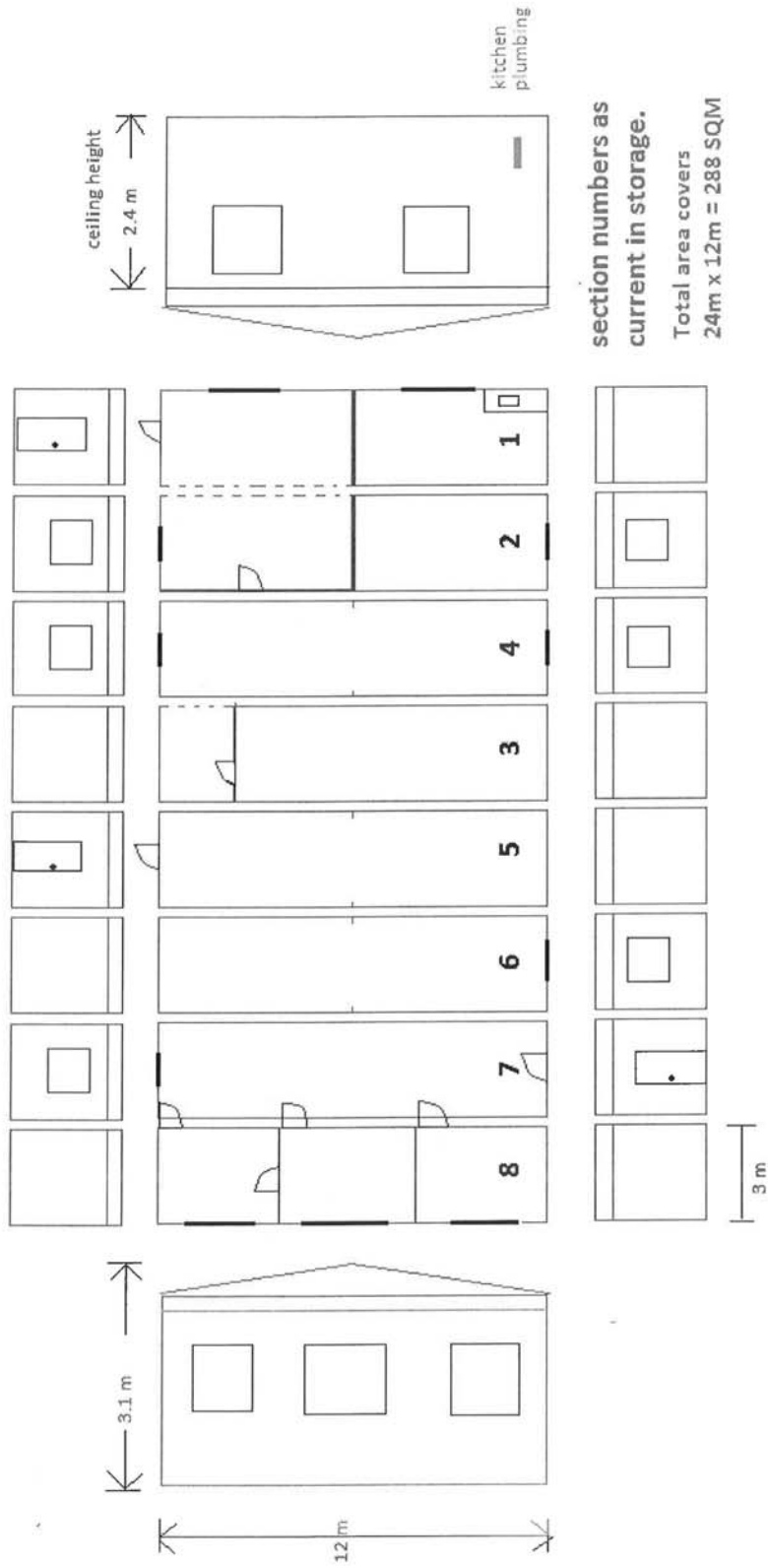
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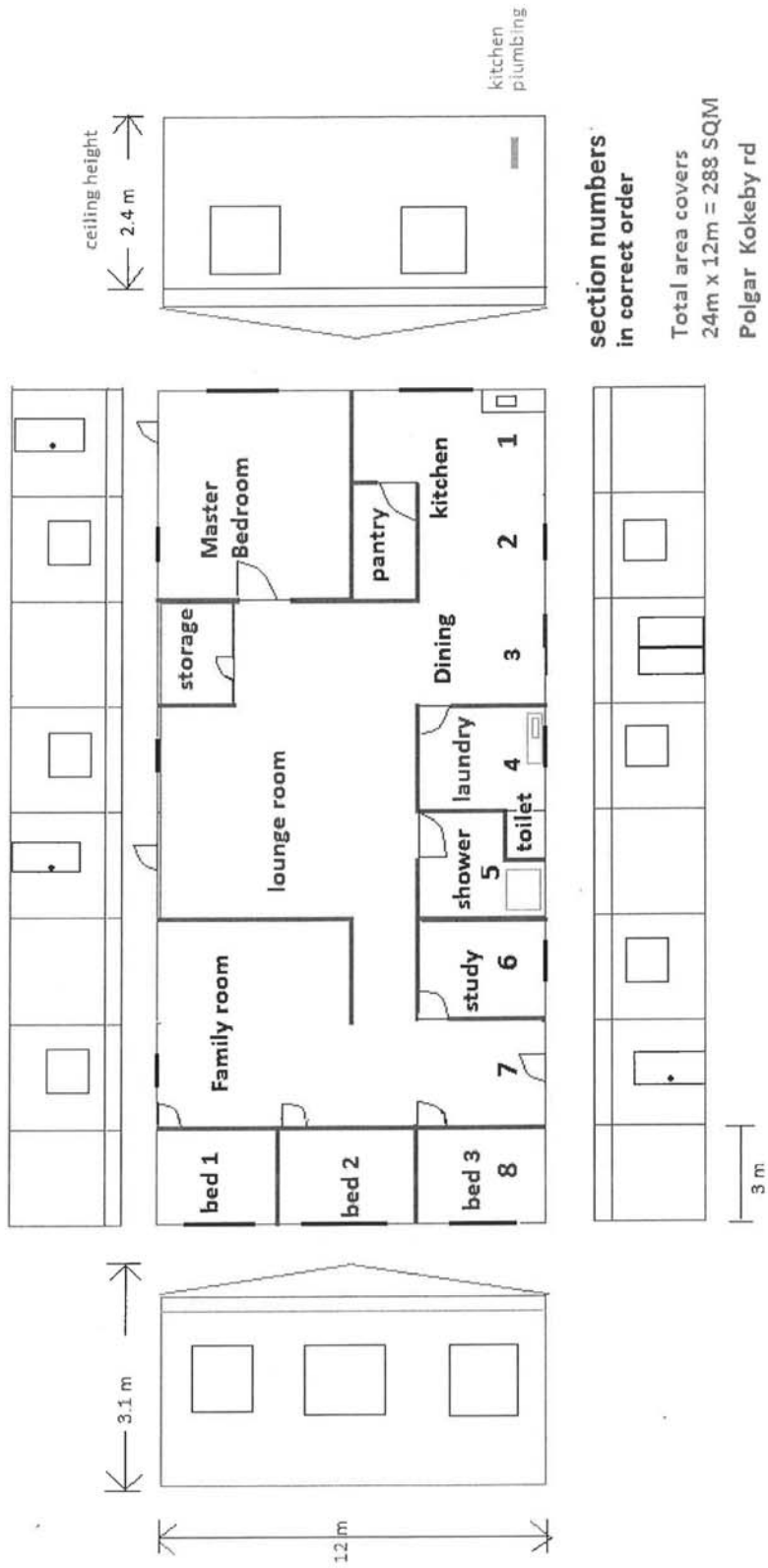
Attachment 9.2



Attachment 9.2



Attachment 9.2



Attachment 9.2



9.3 Motor Glider Hangar – Lot 29705 Bremner Road/Lukin Street

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 20 May 2015
APPLICANT: Bill Whitehand
FILE REFERENCE: BRE 32745
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Locality Map, Motor Glider Hangar Plans

SUMMARY

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

BACKGROUND

The Shire has received a proposal to construct a motor glider hangar adjacent to the southern section of the Beverley Airfield, within the agreed lease area. 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 (50) and existing glider hangars.

COMMENT

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

Comment by the Beverley Rifle Club as a result of the advertising of previous hanger applications indicates that the club is concerned proposed hangers 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 hangars harmonising with the surrounding landscape. Therefore should Council approve the application it will be recommended the hangars be clad in Colorbond or similar material in a colour that is in harmony with the surrounding area, as a condition of approval.

It is the opinion of staff that the proposal will enhance an activity (gliding) that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant Planning Approval for the application.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

Conditions:

1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
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 hangar is to protrude into the Beverley Rifle Club safety zone. (refer to Advice Note 3).
4. No trees are to be removed without the prior approval of the appropriate authorities.
5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area. Zincalume shall not be used for cladding.

Advice Notes:

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

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

COUNCIL RESOLUTION

M5/0515

Moved Cr Gogol

Seconded Cr Buckland

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

Conditions:

1. If the development, the subject of this approval, is not **SUBSTANTIALLY COMMENCED** within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
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 hangar is to protrude into the Beverley Rifle Club safety zone. (refer to Advice Note 3).
4. No trees are to be removed without the prior approval of the appropriate authorities.
5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area. Zincalume shall not be used for cladding.

Advice Notes:

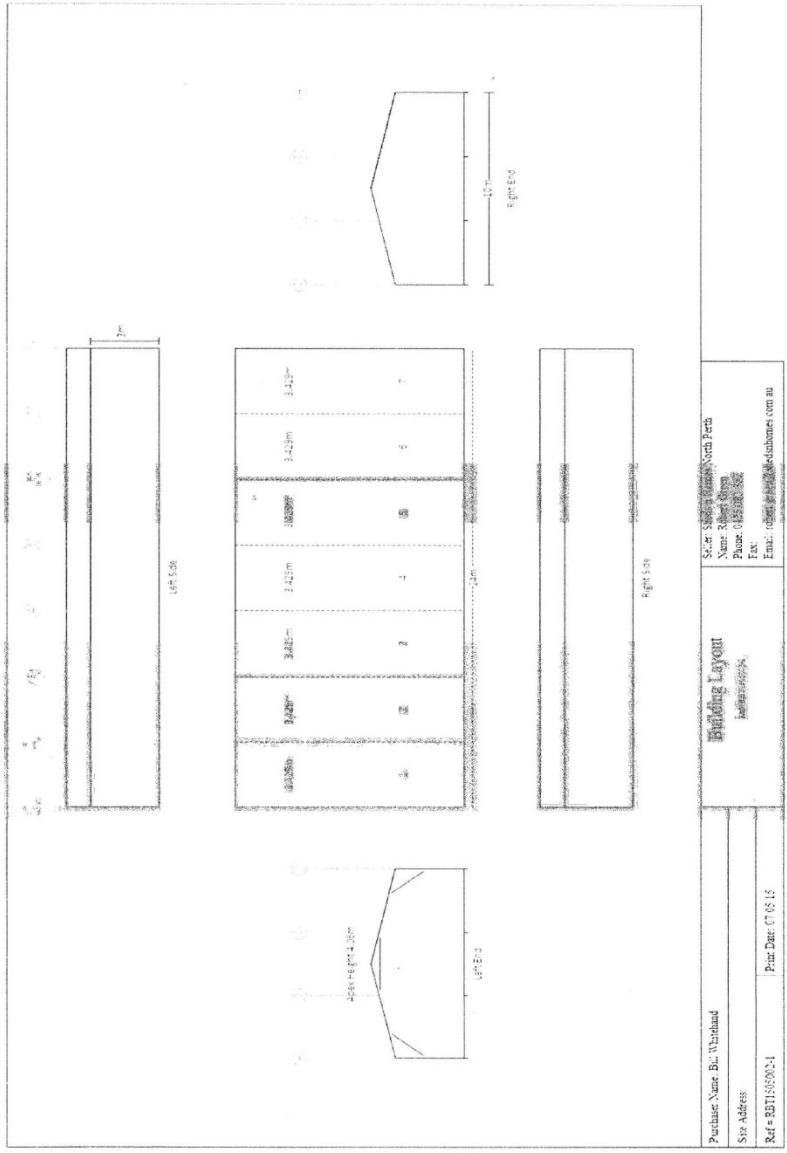
1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised a building permit is required prior to commencement of any building works.
3. With regard to Condition 3, the applicant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

CARRIED 9/0

Attachment 9.3



Attachment 9.3



Purchaser Name: Bu. Tzaband
 Site Address:
 Ref: BBT1200002-1
 Print Date: 07/05/15

Building Layout
 BBT1200002-1

Site: Shiba Station North Perth
 Name: Robert Gray
 Phone: 0815187382
 Fax:
 Email: robert.gray@shibastations.com.au

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

2:21pm – Stefan de Beer, left the meeting and did not return.

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 20 May 2015
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: April 2015 Financial Reports

SUMMARY

Council to consider accepting the financial reports for the period ending 30 April 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 30 April 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 April 2015 be accepted and material variances be noted.

COUNCIL RESOLUTION

M6/0515

Moved Cr Buckland

Seconded Cr Shaw

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

CARRIED 9/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
30 April 2015**

Description	Budget 2014/15	YTD Budget 2014/15	YTD Actual 2014/15	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,395,089.00	3,234,980.00	3,200,558.34	(34,421.66)	General Purpose Grant less than anticipated YTD.
Governance	6,000.00	4,990.00	59,985.89	54,995.89	Workforce Planning Grant and other minor contributions received.
Law, Order & Public Safety	471,006.00	446,560.00	115,067.01	(331,492.99)	Fire Tender Grant (\$318,740) will not be received.
Health	100.00	80.00	140.00	60.00	
Education & Welfare	0.00	0.00	3,300.00	3,300.00	Beverley Station Arts - Music Rocks workshop contribution.
Housing	68,500.00	57,060.00	69,715.05	12,655.05	Hunt Road Village & 30B Dawson Street rental income greater than anticipated.
Community Amenities	174,769.00	172,099.00	182,567.11	10,468.11	Town Planning fees greater than anticipated.
Recreation & Culture	204,198.00	170,130.00	308,454.81	138,324.81	Insurance Claims greater than anticipated. Leasehold value \$95,000 brought to account.
Transport	1,239,835.00	1,085,360.00	987,585.54	(97,774.46)	General Road Grants & Runway Lighting contributions not yet received.
Economic Activities	73,500.00	61,230.00	79,366.88	18,136.88	Caravan Park and Building Permit fees greater than anticipated.
Other Property & Services	42,500.00	35,410.00	34,896.05	(513.95)	
Total Operating Revenue	5,675,497.00	5,267,899.00	5,041,636.68	(226,262.32)	
Operating Expenditure					
General Purpose Funding	(72,458.00)	(60,360.00)	(21,746.55)	38,613.45	Valuation and Rate Notice expenses less than anticipated YTD.
Governance	(247,439.00)	(206,120.00)	(230,908.10)	(24,788.10)	Staff termination payout processed earlier than anticipated.
Law, Order & Public Safety	(215,426.00)	(179,440.00)	(176,611.02)	2,828.98	
Health	(178,176.00)	(148,420.00)	(91,225.12)	57,194.88	Infant Health Building demolition not to proceed.
Education & Welfare	(105,709.00)	(88,070.00)	(70,543.25)	17,526.75	Less Administration expenses reallocated.
Housing	(300,567.00)	(250,430.00)	(191,521.80)	58,908.20	Housing maintenance expenses less than anticipated YTD.
Community Amenities	(598,543.00)	(498,710.00)	(413,642.55)	85,067.45	Refuse, Recycling, Street Bins and Environmental Services expenses lower than anticipated YTD.
Recreation & Culture	(1,073,109.00)	(894,130.00)	(830,991.87)	63,138.13	Function Centre and Parks and Gardens expense lower than anticipated YTD.
Transport	(1,701,278.00)	(1,417,660.00)	(1,139,875.15)	277,784.85	Road, Bridge, Footpath and Depot Mtce expenses less than anticipated YTD. Less Depreciation expensed and Administration expenses reallocated.
Economic Activities	(386,606.00)	(322,100.00)	(228,378.30)	93,721.70	Area Promotion, Caravan Park, Avondale and Standpipe expenditure lower than anticipated YTD.
Other Property & Services	(19,177.00)	(15,880.00)	72,673.73	88,553.73	Plant Operating and Public Work Overhead expenses over allocated.
Total Operating Expenditure	(4,898,488.00)	(4,081,320.00)	(3,322,769.98)	758,550.02	
Net Operating	777,009.00	1,186,579.00	1,718,866.70	532,287.70	
Capital Income					
Self-Supporting Loan - Principal Repayment	12,013.00	6,006.50	5,915.52	(90.98)	
Total Capital Income	12,013.00	6,006.50	5,915.52	(90.98)	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
30 April 2015**

Description	Budget 2014/15	YTD Budget 2014/15	YTD Actual 2014/15	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(861,712.00)	(718,093.33)	(587,835.14)	130,258.19	Town Hall reroof project to be carried over to 2015/16.
Plant and Equipment	(1,160,470.00)	(967,058.33)	(642,920.80)	324,137.53	Fire Tender supplied by DFES at no cost to Council.
Office Furniture and Equipment	(78,000.00)	(65,000.00)	(37,109.24)	27,890.76	Phone System upgrade saving realised and Medical Equipment expenditure lower than anticipated.
Road Construction	(1,635,747.00)	(1,363,122.50)	(979,785.57)	383,336.93	Road Construction expenditure lower than anticipated YTD.
Other Infrastructure	(69,704.00)	(58,086.67)	(53,278.68)	4,807.99	
Land Under Control	0.00	0.00	(95,000.00)	(95,000.00)	Leasehold value of Racecourse Reserve brought to account.
Loans - Principal Repayments	(69,984.00)	(58,320.00)	(37,800.10)	20,519.90	Loan Principal payments lower than anticipated YTD.
Total Capital Expenditure	(3,875,617.00)	(3,229,680.83)	(2,433,729.53)	795,951.30	
Net Capital	(3,863,604.00)	(3,223,674.33)	(2,427,814.01)	795,860.32	
Adjustments					
Depreciation Written Back	1,162,810.00	969,008.33	966,679.40	(2,328.93)	
Profit/Loss on Disposal of Assets	37,000.00	30,833.33	10,445.57	(20,387.76)	As per Asset disposals.
Book Value of Assets Disposed Written Back	269,000.00	224,166.67	263,202.17	39,035.50	As per Asset disposals.
Add Funding From					
Transfer (To)/From Reserves	476,608.00	397,173.33	(44,087.22)	(441,260.55)	Transfers from Reserves to occur in June 2015.
New Loan Funds	0.00	0.00	0.00	0.00	
Opening (Surplus)/Deficit	1,141,177.00	1,141,177.00	1,113,045.00	(28,132.00)	Adjustment for transfer of current to non-current debtors as per 2013/14 Audit direction.
Total Adjustments	3,086,595.00	2,762,358.67	2,309,284.92	(453,073.75)	
CLOSING SURPLUS/(DEFICIT)	0.00	725,263.33	1,600,337.61	875,074.28	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 30 April 2015	
Description	YTD Actual 2014/15
Current Assets	
Cash at Bank	223,550.46
Cash - Unrestricted Investments	1,180,550.65
Cash - Restricted Reserves	1,707,388.87
Cash on Hand	300.00
Accounts Receivable	382,575.32
Self-Supporting Loan - Current	6,097.72
Inventory - Fuel	9,839.25
Total Current Assets	3,510,302.27
Current Liabilities	
Accounts Payable	(98,087.07)
Loan Liability - Current	(32,184.41)
Annual Leave Liability - Current	(179,941.59)
Long Service Leave Liability - Current	(181,987.66)
Total Current Liabilities	(492,200.73)
Adjustments	
Less Restricted Reserves	(1,707,388.87)
Add Leave Reserves - Cash Backed	257,440.53
Add Loan Principal Expense	32,184.41
Total Adjustments	(1,417,763.93)
NET CURRENT ASSETS	1,600,337.61

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
30 April 2015**

Description	Actual 2013/14	YTD Actual 2014/15	Movement
Current Assets			
Cash and Cash Equivalents	2,966,303.34	3,111,789.98	145,486.64
Accounts Receivable	224,429.84	382,575.32	158,145.48
Self-Supporting Loan - Current	12,013.24	6,097.72	(5,915.52)
Inventory	12,049.86	9,839.25	(2,210.61)
Total Current Assets	3,214,796.28	3,510,302.27	295,505.99
Current Liabilities			
Accounts Payable	(315,301.49)	(98,087.07)	217,214.42
Loan Liability - Current	(69,984.51)	(32,184.41)	37,800.10
Annual Leave Liability - Current	(179,941.59)	(179,941.59)	0.00
Long Service Leave Liability - Current	(181,987.66)	(181,987.66)	0.00
Total Current Liabilities	(747,215.25)	(492,200.73)	255,014.52
Non-Current Assets			
Non-Current Debtors	72,006.26	72,006.26	0.00
Land and Buildings	19,164,339.49	18,493,436.99	(670,902.50)
Plant and Equipment	1,644,657.63	1,876,390.37	231,732.74
Furniture and Equipment	157,494.37	176,777.35	19,282.98
Infrastructure	44,827,174.00	45,367,598.25	540,424.25
Self-Supporting Loan - Non Current	114,864.06	114,864.06	0.00
Total Non-Current Assets	65,980,535.81	66,101,073.28	120,537.47
Non-Current Liabilities			
Loan Liability - Non Current	(1,071,749.89)	(1,071,749.89)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(29,046.57)	(29,046.57)	0.00
Total Non-Current Liabilities	(1,100,796.46)	(1,100,796.46)	0.00
Net Assets	67,347,320.38	68,018,378.36	671,057.98
Equity			
Accumulated Surplus	(44,637,145.29)	(46,311,924.77)	(1,674,779.48)
Reserves - Cash Backed	(1,663,301.65)	(1,707,388.87)	(44,087.22)
Reserve - Revaluations	(21,046,873.44)	(19,999,064.72)	1,047,808.72
Total Equity	(67,347,320.38)	(68,018,378.36)	(671,057.98)

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 April 2015**

Job #	Job Description	YTD Actual 2014/15
	Rural Road Maintenance	
	Brought forward from QuickBooks	398,236.74
RR001	Aikens Rd (RoadID: 51) (Maintenance)	0.00
RR002	Athol Rd (RoadID: 26) (Maintenance)	0.00
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	0.00
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	0.00
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	0.00
RR008	Barrington Rd (RoadID: 13) (Maintenance)	0.00
RR009	Batemans Rd (RoadID: 78) (Maintenance)	0.00
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	0.00
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	0.00
RR013	Beringer Rd (RoadID: 29) (Maintenance)	0.00
RR014	Bethany Rd (RoadID: 148) (Maintenance)	0.00
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	0.00
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	0.00
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	623.55
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	0.00
RR022	Carrs Rd (RoadID: 47) (Maintenance)	0.00
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	0.00
RR024	Caudle Rd (RoadID: 140) (Maintenance)	0.00
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	110.81
RR027	Collins Rd (RoadID: 66) (Maintenance)	0.00
RR028	Cookes Rd (RoadID: 61) (Maintenance)	0.00
RR029	Corberding Rd (RoadID: 43) (Maintenance)	0.00
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	152.01
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	0.00
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	0.00
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	0.00
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	110.81
RR036	Drapers Rd (RoadID: 79) (Maintenance)	65.70
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	0.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 April 2015**

Job #	Job Description	YTD Actual 2014/15
RR039	Ewert Rd (RoadID: 27) (Maintenance)	110.81
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	180.42
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	65.70
RR043	Gors Rd (RoadID: 30) (Maintenance)	0.00
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	69.61
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	0.00
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	0.00
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	110.81
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	0.00
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	0.00
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	0.00
RR060	Lennard Rd (RoadID: 58) (Maintenance)	0.00
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	0.00
RR063	Maitland Rd (RoadID: 39) (Maintenance)	0.00
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	0.00
RR065	Manns Rd (RoadID: 59) (Maintenance)	13,855.93
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	0.00
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	90.20
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	0.00
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	0.00
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	201.01
RR075	Murrays Rd (RoadID: 71) (Maintenance)	0.00
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	110.81
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	110.81

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 April 2015**

Job #	Job Description	YTD Actual 2014/15
RR079	Patten Rd (RoadID: 53) (Maintenance)	0.00
RR080	Petchells Rd (RoadID: 38) (Maintenance)	0.00
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	0.00
RR082	Pike Rd (RoadID: 45) (Maintenance)	0.00
RR083	Potts Rd (RoadID: 14) (Maintenance)	0.00
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	0.00
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	0.00
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	65.70
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	0.00
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	0.00
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	0.00
RR092	Schillings Rd (RoadID: 65) (Maintenance)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	0.00
RR095	Simmons Rd (RoadID: 101) (Maintenance)	0.00
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	0.00
RR098	Smith Rd (RoadID: 72) (Maintenance)	0.00
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	0.00
RR100	Spavens Rd (RoadID: 44) (Maintenance)	0.00
RR101	Springhill Rd (RoadID: 23) (Maintenance)	0.00
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	0.00
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	0.00
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	0.00
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	0.00
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	0.00
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	273.56
RR109	Walgy Rd (RoadID: 42) (Maintenance)	821.13
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	0.00
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	0.00
RR114	Westdale Rd (RoadID: 166) (Maintenance)	713.82
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 30 April 2015		
Job #	Job Description	YTD Actual 2014/15
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	2,099.79
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	133.39
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	0.00
RR999	Rural Roads Various (Maintenance)	1,864.34
Sub Total	Rural Road Maintenance	420,177.46
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	20.61
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	0.00
TS011	Delisle St (RoadID: 120) (Maintenance)	45.11
TS012	Dempster St (RoadID: 111) (Maintenance)	0.00
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	341.33
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	0.00
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	0.00
TS023	Hope St (RoadID: 115) (Maintenance)	0.00
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	0.00
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	65.70
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 30 April 2015		
Job #	Job Description	YTD Actual 2014/15
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,126.34
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	0.00
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	61.81
TS042	Richardson St (RoadID: 124) (Maintenance)	45.11
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	0.00
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	135.31
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	855.37
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS777	Street Bin Clearing	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	1,251.84
TS999	Town Streets Various (Maintenance)	41.79
Sub Total	Town Streets Maintenance	3,990.32
Total	Road Maintenance	424,167.78

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 30 APRIL 2015						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
9701-42341	Reserve Funds ANZ					
	Long Service Leave	112,009.74				
	Plant	84,336.67				
	Bush Fire Fighters	112,891.11				
	Building	346,789.63				
	Recreation Ground	341,683.57				
	Cropping Committee	261,830.01				
	Avon River Development	22,690.43				
	Annual Leave	145,430.79				
	Community Bus	33,999.58				
	Road Construction	245,727.34	1,707,388.87	6 mths	3.08%	26/06/2015
2902-40204	Online Saver ANZ	147,857.92	147,857.92	Ongoing	2.75%	30/04/2015
9717-90965	Term Deposit ANZ	526,926.44	526,926.44	5 days	3.15%	5/05/2015
1458958	Term Deposit Bendigo	505,766.29	505,766.29	4 mths	2.60%	10/06/2015
	Total		2,887,939.52			

2:31pm – Prior to Item 11.2, Cr Pepper declared an interest of impartiality given that his business receives payment for goods supplied.

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 20 May 2015
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: April 2015 – List of Accounts

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of April 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 April 2015 Accounts as presented:

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

Cheque vouchers

05 April 15	1318-1318	\$	175.99	(authorised by CEO S Gollan and DCEO S Marshall)
17 April 15	1319-1319	\$	3,080.59	(authorised by DCEO S Marshall and Cr T Buckland)
24 April 15	1320-1320	\$	3,070.00	(authorised by DCEO S Marshall and Cr D White)
24 April 15	1321-1321	\$	174.68	(authorised by CEO S Gollan and DCEO S Marshall)
30 April 15	1322-1322	\$	100.50	(authorised by DCEO S Marshall and Cr T Buckland)
Total of cheque vouchers for April 2015 incl			\$	6,601.74 previously paid.

EFT vouchers

02 April 15	01-01	\$	39,377.05	(authorised by DCEO S Marshall and Cr D Ridgway)
09 April 15	01-38	\$	44,501.97	(authorised by DCEO S Marshall and Cr K Murray)
15 April 15	EFT 01-08 (8)	\$	7,771.02	(authorised by CEO S Gollan and DCEO S Marshall)
15 April 15	EFT 09-10 (2)	\$	16,059.14	(authorised by DCEO S Marshall and Cr T Buckland)
23 April 15	EFT 13-14 (2)	\$	21,600.00	(authorised by CEO S Gollan and Cr D White)
23 April 15	01-40	\$	45,021.17	(authorised by CEO S Gollan and DCEO S Marshall)
24 April 15	EFT 15-16 (2)	\$	13,253.92	(authorised by DCEO S Marshall and Cr D White)
24 April 15	EFT 17-25 (9)	\$	3,218.06	(authorised by CEO S Gollan and DCEO S Marshall)
30 April 15	EFT 26-31 (6)	\$	304,718.20	(authorised by DCEO S Marshall and Cr T Buckland)
Total of EFT vouchers for April 2015 incl			\$	495,520.53 previously paid.

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

Cheque vouchers

24 April 15	1470-1470	\$	30.00	(authorised by CEO S Gollan and DCEO S Marshall)
Total of cheque vouchers for April 2015 incl			\$	30.00 previously paid.

EFT vouchers

17 April 15	EFT 12 (1)	\$	200.00	(authorised by DCEO S Marshall and Cr T Buckland)
Total of EFT vouchers for April 2015 incl			\$	200.00 previously paid.

(3) **Direct Debit** Payments totalling \$ 65,352.96 previously paid.

(4) **Credit Card** Payments totalling \$ 586.30 previously paid.
be received.

COUNCIL RESOLUTION

M7/0515

Moved Cr Pepper

Seconded Cr Murray

That the List of April 2015 Accounts as presented:

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

Cheque vouchers

05 April 15	1318-1318	\$	175.99	(authorised by CEO S Gollan and DCEO S Marshall)
17 April 15	1319-1319	\$	3,080.59	(authorised by DCEO S Marshall and Cr T Buckland)
24 April 15	1320-1320	\$	3,070.00	(authorised by DCEO S Marshall and Cr D White)
24 April 15	1321-1321	\$	174.68	(authorised by CEO S Gollan and DCEO S Marshall)
30 April 15	1322-1322	\$	100.50	(authorised by DCEO S Marshall and Cr T Buckland)

Total of cheque vouchers for April 2015 incl \$ 6,601.74 previously paid.

EFT vouchers

02 April 15	01-01	\$	39,377.05	(authorised by DCEO S Marshall and Cr D Ridgway)
09 April 15	01-38	\$	44,501.97	(authorised by DCEO S Marshall and Cr K Murray)
15 April 15	EFT 01-08 (8)	\$	7,771.02	(authorised by CEO S Gollan and DCEO S Marshall)
15 April 15	EFT 09-10 (2)	\$	16,059.14	(authorised by DCEO S Marshall and Cr T Buckland)
23 April 15	EFT 13-14 (2)	\$	21,600.00	(authorised by CEO S Gollan and Cr D White)
23 April 15	01-40	\$	45,021.17	(authorised by CEO S Gollan and DCEO S Marshall)
24 April 15	EFT 15-16 (2)	\$	13,253.92	(authorised by DCEO S Marshall and Cr D White)
24 April 15	EFT 17-25 (9)	\$	3,218.06	(authorised by CEO S Gollan and DCEO S Marshall)
30 April 15	EFT 26-31 (6)	\$	304,718.20	(authorised by DCEO S Marshall and Cr T Buckland)

Total of EFT vouchers for April 2015 incl \$ 495,520.53 previously paid.

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

Cheque vouchers

24 April 15	1470-1470	\$	30.00	(authorised by CEO S Gollan and DCEO S Marshall)
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Total of cheque vouchers for April 2015 incl \$ 30.00 previously paid.

EFT vouchers

17 April 15	EFT 12 (1)	\$	200.00	(authorised by DCEO S Marshall and Cr T Buckland)
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Total of EFT vouchers for April 2015 incl \$ 200.00 previously paid.

(3) Direct Debit Payments totalling \$ 65,352.96 previously paid.

**(4) Credit Card Payments totalling \$ 586.30 previously paid.
be received.**

CARRIED 9/0

TYPE & NUMBER	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	02-Apr-2015	Shacks Holden	Asset 8773 BE016	(39,377.05)	(39,377.05)
EFT Pymt EFT1	14-Apr-2015	Kimberley Leonard Boulton	08/04: Onsite archiving in Planner's Office	(660.00)	
EFT Pymt EFT2	14-Apr-2015	WA Contract Ranger Services	Ranger Services: 18, 23 Mar 2015	(771.37)	
EFT Pymt EFT3	14-Apr-2015	Michael Wilson	2015-04 Apr: Photocopying & delivery of the Blarney	(250.00)	
EFT Pymt EFT4	14-Apr-2015	BDF - Beverley Dome Fuel & Hire	4,000L Diesel @\$1.2188 inc	(4,875.20)	
EFT Pymt EFT5	14-Apr-2015	Colonial First State Super (Corrigan Justin)	Super Contrib: FE 07/04/15 - Corrigan Justin	(293.57)	
EFT Pymt EFT6	14-Apr-2015	Kinetic Super	Super Contrib: FE 07/04/15 - McLean Kathryn	(138.06)	
EFT Pymt EFT7	14-Apr-2015	Superwrap - Personal Super Plan	Super Contrib: FE 07/04/15 - Stephen Gollan	(744.02)	
EFT Pymt EFT8	14-Apr-2015	LGRCEU - Loc Gov Racing & Cem Emp Union	2015-04-07 Union Fees	(38.80)	(7,771.02)
EFT Pymt EFT9	14-Apr-2015	Merredin Telephone Services	Supply & install NEC SV9100 telephone system as per quote, less materials not required	(10,370.80)	
EFT Pymt EFT10	14-Apr-2015	WA Super	Super Contrib: FE 07/04/15	(5,688.34)	(16,059.14)
EFT Pymt EFT13	23-Apr-2015	Perth Patio Magic	Deposit for BBQ shelter at Rec Grounds	(6,600.00)	
EFT Pymt EFT14	23-Apr-2015	Dawsons Concrete & Reinforcing	Prog Pymt Manns Rd Culvert	(15,000.00)	(21,600.00)
EFT Pymt EFT15	24-Apr-2015	BDF - Beverley Dome Fuel & Hire	6,002 L @ \$1.2475 inc	(7,487.49)	
EFT Pymt EFT16	24-Apr-2015	WA Super	Superannuation contributions	(5,766.43)	(13,253.92)
EFT Pymt EFT17	24-Apr-2015	Brian Joseph Batty	Rates refund for assessment A992 46 Dawson St Beverley 6304	(228.75)	
EFT Pymt EFT18	24-Apr-2015	Kathryn Joyce Badger	Rates refund for assessment A33 94 Vincent St Beverley 6304	(621.95)	
EFT Pymt EFT19	24-Apr-2015	Courier Australia / Toll Ipec P/L	Freight Charges: 23 April 2015	(72.90)	
EFT Pymt EFT20	24-Apr-2015	Dawsons Concrete & Reinforcing	Concrete for ramp at toilet for disabled	(1,025.00)	
EFT Pymt EFT21	24-Apr-2015	Natway Furniture & Construction	Repair leak at Unit 10 - Hunt Rd Ret Village	(55.00)	

TYPE & NUMBER	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt EFT22	24-Apr-2015	Colonial First State Super (Corrigan Justin)	Superannuation contributions	(293.57)	
EFT Pymt EFT23	24-Apr-2015	Kinetic Super	Superannuation contributions	(138.06)	
EFT Pymt EFT24	24-Apr-2015	Superwrap - Personal Super Plan	Superannuation contributions	(744.03)	
EFT Pymt EFT25	24-Apr-2015	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(38.80)	(3,218.06)
EFT Pymt EFT26	30-Apr-2015	Simon Marshall	Thank You Dinner re Synergy implementation	(291.70)	
EFT Pymt EFT27	30-Apr-2015	Northam Carpet Court	CRC Bldg (132 Vincent St): Carpeting as per quote 7863	(5,078.00)	
EFT Pymt EFT28	30-Apr-2015	LED Signs	Final Pymt for Electronic Scoreboard	(14,459.50)	
EFT Pymt EFT29	30-Apr-2015	Dawsons Concrete & Reinforcing	Prog Pymt Manns Rd Culvert	(16,025.00)	
EFT Pymt EFT30	30-Apr-2015	Jacqueline Jurmann	Repayment of Pay 24 Apr 2015 - EFT rejected	(464.00)	
EFT Pymt EFT31	30-Apr-2015	Hitachi Construction Machinery	Asset 20003 - 2013 JD 670GP grader - BE001	(268,400.00)	(304,718.20)
Cheque # 1318	14-Apr-2015	Australian Super	Super FE 07/04/15 Burton Darryle	(175.97)	
Cheque # 1319	17-Apr-2015	Telstra	Shire of Beverley Admin Telephones	(3,080.59)	
Cheque # 1320	24-Apr-2015	Synergy	Street Lights: 25 Feb - 25 Mar 2015	(3,070.00)	
Cheque # 1321	24-Apr-2015	Australian Super	Superannuation contributions	(174.68)	
Cheque # 1322	30-Apr-2015	Nguyen's Bakery Cafe	Airfield Emergency Lights Launch: 150 x long hot dog buns	(100.50)	(6,601.74)
Direct Debit	10-Apr-2015	DPI - Licensing Services	Mar/Apr 15 licensing payments	(33,593.65)	
Direct Debit	13-Apr-2015	3 - Payments for DOT	Payments for DOT	(3,709.05)	
Direct Debit	14-Apr-2015	3 - Payments for DOT	Payments for DOT	(3,214.85)	
Direct Debit	15-Apr-2015	3 - Payments for DOT	Payments for DOT	(2,991.20)	
Direct Debit	16-Apr-2015	3 - Payments for DOT	Payments for DOT	(3,502.75)	
Direct Debit	17-Apr-2015	3 - Payments for DOT	Payments for DOT	(636.30)	

TYPE & NUMBER	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	20-Apr-2015	3 - Payments for DOT	Payments for DOT	(1,627.70)	
Direct Debit	21-Apr-2015	3 - Payments for DOT	Payments for DOT	(1,696.95)	
Direct Debit	22-Apr-2015	3 - Payments for DOT	Payments for DOT	(677.95)	
Direct Debit	23-Apr-2015	3 - Payments for DOT	Payments for DOT	(2,347.75)	
Direct Debit	24-Apr-2015	3 - Payments for DOT	Payments for DOT	(1,677.15)	
Direct Debit	28-Apr-2015	3 - Payments for DOT	Payments for DOT	(2,321.85)	
Direct Debit	29-Apr-2015	3 - Payments for DOT	Payments for DOT	(2,820.25)	
Direct Debit	30-Apr-2015	3 - Payments for DOT	Payments for DOT	(2,068.50)	(62,885.90)
Direct Debit	07-Apr-2015	CBA - Merchant Banking	2015-03 Mar access fee	(27.56)	
Direct Debit	07-Apr-2015	Westnet Pty Ltd	2015-04 Apr internet access	(66.00)	
Direct Debit DD41.1	28-Apr-2015	3 Messaging	3 Messaging: 2015-04 APR (1,670 txt msgs)	(394.90)	
D/Debit/Gen Jrnl 3195	01-Apr-2015		CBA Merchant fees for Mar 15 (inv not yet received to complete bank recon)	(155.70)	
D/Debit/Gen Jrnl 3196	01-Apr-2015		Dr customer Rob Speedy overpaid dr invoice. ANZ bank to reimburse paid amt in full to Rob Speedy	(1,671.00)	
D/Debit/Gen Jrnl 3198	07-Apr-2015		ANZ Transactive Mar15: Bundle 70 + 0 excess trans / 1 rejection/lte pymt fee (inv not yet...	(151.90)	(2,467.06)
Direct Debit EFT11	13-Apr-2015	Credit Card - Shire of Beverley	Bal cfwd from Quickbooks	(586.30)	(586.30)
Liability Chq	10-Apr-2015	Aust Super	Super Contrib: FE 07 Apr 15	0.00	
Liability Chq	10-Apr-2015	Colonial First State-Corrigan Justin	Super Contrib: FE 07 Apr 15	0.00	
Liability Chq	10-Apr-2015	Kinetic Super (Accts Super)	Super Contrib: FE 07 Apr 15	0.00	
Liability Chq	10-Apr-2015	Shire of Beverley	2015-04 Apr Sal Deductions (07 Apr): Rates	0.00	
Liability Chq	10-Apr-2015	Superwrap - Personal Super Plan	Super Contrib: FE 07 Apr 15	0.00	
Liability Chq	10-Apr-2015	WA Super (nee WALGSP)	Super Contrib: FE 07 Apr 15	0.00	0.00
PAYMENTS RAISED IN CURRENT MONTH				(478,538.39)	(478,538.39)

TYPE & NUMBER	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
WAGES & SALARIES					
EFT Pymt	09-Apr-2015	Wages & Salaries	FE - 07 Apr 2015	(44,501.97)	
EFT Pymt	23-Apr-2015	Wages & Salaries	FE - 21 Apr 2015	(45,021.17)	
				WAGES & SALARIES	(89,523.14)
					(89,523.14)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					
Cheque # 1321	24-Apr-2015	Australian Super	Superannuation contributions	174.68	
Cheque # 1322	30-Apr-2015	Nguyen's Bakery Cafe	Airfield Emergency Lights Launch: 150 x long hot dog buns	100.50	
				UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT	275.18
					275.18
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					
Cheque # 1316	31-Mar-2015	Synergy	Street lights to 25 Feb 15; Morbinning Hall to 16 Mar 15; Dam to 24 Mar 15	(2,645.40)	
Cheque # 1317	31-Mar-2015	Water Corporation	Batys & Balkuling Rd Standpipes: 12 Jan - 11 Mar 15	(385.10)	
EFT Pymt	31-Mar-2015	Avon Waste	3,858 bin collection ME 20 Mar 15 inc recycling bins & 1 x recycling collection	(8,873.28)	
EFT Pymt	31-Mar-2015	Bev Gas & Plumbing	Various buildings: Plumbing works	(7,077.68)	
EFT Pymt	31-Mar-2015	Bitutek P/L	Various Rds: Bitumen sealing works	(116,294.66)	
EFT Pymt	31-Mar-2015	Merredin Telephone Services	Telephone system: NEC SV9100	(10,370.80)	
EFT Pymt	31-Mar-2015	PCS - Perfect Computer Solutions	Computer support - Medical Practice & Shire: 13 Feb - 11 Mar 15	(5,805.00)	
EFT Pymt	31-Mar-2015	Rocla Pipeline Products	Various Rds: Pipes & Headwalls	(5,077.85)	
EFT Pymt	31-Mar-2015	Shire of Brookton	2015-02 Feb Town Planning Scheme & Hire of Electronic Traffic Signs	(5,369.99)	
				PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	(161,899.76)
					(161,899.76)
TRANSFERS to TRUST					

TYPE & NUMBER	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
			TRANSFERS to TRUST	0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS					
			OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
INVESTMENTS					
			INVESTMENTS	0.00	0.00
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					(729,686.11)
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					
Credit Card	03-Mar-2015	Pest Away Australia	Admin Bldg, Sports Complex & Town Hall: Bird spikes & adhesive	569.70	
Credit Card	19-Mar-2015	Shire of Beverley	Change of Plate Fee (1ESF014 to BE1)	16.60	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT				586.30	
TRUST ACCOUNT DETAILS					
PAYMENTS RAISED IN CURRENT MONTH					
EFT Pymt	17-Apr-2015	Brett Shaw	Refund of Amenities Bldg Bonds	(200.00)	
Cheque # 1470	24-Apr-2015	Rebekah Moad	Refund of Gym Key Bond	(50.00)	
PAYMENTS RAISED IN CURRENT MONTH				(250.00)	(250.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #					
Cheque # 1470	24-Apr-2015	Rebekah Moad	Refund of Gym Key Bond	50.00	
PAYMENTS UNPRESENTED IN CURRENT BANK #				50.00	50.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					
Cheque #	31-Mar-2015	Valerie Moad	Refund of Gym Key Bond	(50.00)	

TYPE & NUMBER	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
1469					
			PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	(50.00)	(50.00)
			OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
			EMERGENCY LIGHTING at AIRFIELD FUNDING		
Transfer	17-Apr-2015	Online Saver Acct 016-540 290 256 564	Tfr of Funds from Trust to Online Saver	(3,078.10)	
Transfer	25-Feb-2015	Online Saver Acct 016-540 290 256 564	Tfr of Funds from Trust to Online Saver	(150.50)	
			EMERGENCY LIGHTING at AIRFIELD FUNDING	(3,228.60)	(3,228.60)
			TOTAL EXPENDITURE for TRUST ACCOUNT		(3,478.60)
			TOTAL EXPENDITURE as reconciled to the APRIL 2015 BANK STATEMENTS		
			Municipal Account Expenditure		(729,686.11)
			Trust Account Expenditure		(3,478.60)
			TOTAL EXPENDITURE for APRIL 2015		(733,164.71)

11.3 2015/16 Budget – Fees and Charges

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 19 May 2015
APPLICANT: N/A
FILE REFERENCE: ADM 0275
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft 2015/16 Fees and Charges

SUMMARY

Council to review the Fees and Charges schedule for the 2015/16 financial year.

BACKGROUND

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

The Corporate Strategy Committee reviewed the proposed 2015/16 Schedule of Fees and Charges on 12 May 2015.

COMMENT

There have been several amendments to the Fees and Charges schedule from 2014/15:

- Addition of Hospital Auxiliary Building Hire Fee;
- Addition of Playgroup Building Hire Fee;
- Addition of Beverley Off Road Motor Sports Association Licence Fee;
- Addition of Beverley Station Arts Licence Fee;
- Addition of Beverley Station Arts Housing Rental Fee;
- Addition of Exhibition Shed Casual Hire Fee;
- Addition of Bally Bally and Morbining Hall Casual Hire Fee;
- Addition of Telstra Lease Fee;
- Addition of full page Blarney advert; and
- Removal of Tyre Disposal Fees – not accepted at refuse site.

At the Corporate Strategy Committee meeting held on 12 May 2015, the Committee resolved to apply a blanket 5% increase to applicable Council fees with the exception of:

- Ladies Hospital Auxiliary – Op Shop Rental Fee;
- Playgroup – Function Centre Hire Fee;
- Community Bus – Hire Fee;
- Swimming Pool – Admission Fees (Adult/Child/Spectator);
- Copying Charges; and
- Beverley History Book Charges.

Some agreed fees are increased annually by CPI as per various agreements; these increases have been applied where applicable.

During the year it was requested that Council consider applying a "pensioner discount" to the cost of Blarney advertising. This was considered and refused by the Corporate Strategy Committee.

A review of the septic waste dumping charge was conducted by the Corporate Strategy Committee with a charge of twice the normal rate to be applied to waste originating from outside of the Beverley district.

Statutory charges may change when the State and Federal Budgets are released. If changes do occur, the schedule will be updated accordingly.

STATUTORY ENVIRONMENT

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

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

Section 6.17 further provides:

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

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

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

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

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

Section 41 of the *Health Act* provides that every local government may from time to time, as occasion may require, make and levy as aforesaid and cause to be collected an annual rate for the purpose of providing for the proper performance of all or any of the services mentioned in section 112, and the maintenance of any sewerage works constructed by the local government under Part IV. Such annual rate shall not exceed —

- (a) 12 cents in the dollar on the gross rental value; or
- (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple, provided that the local government may direct that the minimum annual amount payable in respect of any one separate tenement shall not be less than \$1.

Provided also, that where any land in the district is not connected with any sewer, and a septic tank or other sewerage system approved by the local government is installed and used upon such land by the owner or occupier thereof for the collection, removal, and disposal of nightsoil, urine, and liquid wastes upon such land, the local government may by an entry in the rate record exempt such land from assessment of the annual rate made and levied under this section, and, in lieu of such annual rate, may, in respect of such land, make an annual charge under and in accordance with section 106 for the removal of refuse from such land.

Section 112 of the *Health Act* provides that:

- (1) A local government may, and when the Executive Director, Public Health so requires, shall undertake or contract for the efficient execution of the following works within its district, or any specified part of its district:
 - (a) The removal of house and trade refuse and other rubbish from premises.
 - (b) The supply of disinfectants for the prevention or control of disease, and pesticides for the destruction of pests.
 - (c) The cleansing of sanitary conveniences and drains.
 - (d) The collection and disposal of sewage.
 - (e) The cleaning and watering of streets.
 - (f) The providing, in proper and suitable places, of receptacles for the temporary deposit of refuse and rubbish collected under this section.

- (g) The providing of suitable places, buildings, and appliances for the disposal of refuse, rubbish and sewage.
 - (ga) The construction and installation of plant for the disposal of refuse, rubbish and sewage.
 - (h) The collection and disposal of the carcasses of dead animals, provided that it shall not be lawful to deposit nightsoil in any place where it will be a nuisance or injurious or dangerous to health.
- (2) Any local government which has undertaken or contracted for the efficient execution of any such work as aforesaid within its district or any part thereof may by local law prohibit any person executing or undertaking the execution of any of the work undertaken or contracted for within the district or within such part thereof as aforesaid, as the case may be, so long as the local government or its contractor executes or continues the execution of the work or is prepared and willing to execute or continue the execution of the work.
- (3) After the end of the year 1934 no nightsoil collected in one district shall be deposited in any other district, except with the consent of the local government of such other district, or of the Executive Director, Public Health.

Section 30 of the *Residential Tenancies Act* provides that:

- (1) Subject to this section, the rent payable under a residential tenancy agreement may be increased by the owner by notice in writing to the tenant specifying the amount of the increased rent and the day as from which the increased rent becomes payable, being a day —
- (a) not less than 60 days after the day on which the notice is given; and
 - (b) not less than 6 months after the day on which the tenancy commenced, or, if the rent has been increased under this section, the day on which it was last so increased, but otherwise the rent shall not increase or be increased.
- (2) The right of the owner to increase rent in accordance with subsection (1) —
- (a) is not exercisable in relation to an agreement that creates a tenancy for a fixed term during the currency of that term unless the agreement provides that the rent may increase or be increased; and
 - (b) in any case, may be excluded or limited by agreement between the owner and the tenant.
- (3) A notice of increase of rent that has been given in accordance with this section and that has not been withdrawn by the owner varies the residential tenancy agreement to the effect that the increased rent specified in the notice is payable under the agreement as from the day specified in the notice.

Section 66 of the *Waste Avoidance and Resource Recovery Act 2007* (Local government may impose waste collection rate) provides:

- (1) A local government may impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.
- (2) The annual rate must not exceed —
- (a) 12 cents in the dollar on the gross rental value; or
 - (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.

- (3) The provisions of the *Local Government Act 1995* relating to the making, payment and recovery of general rates apply with respect to rates referred to in subsection (1).

FINANCIAL IMPLICATIONS

Draft 2015/16 Budget

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE'S RECOMMENDATION

That the 2015/16 Fees and Charges Schedule be adopted and included in the draft 2015/16 Budget.

COUNCIL RESOLUTION

M8/0515

Moved Cr Alexander

Seconded Cr Gogol

That the 2015/16 Fees and Charges Schedule be adopted and included in the draft 2015/16 Budget.

CARRIED BY ABSOLUTE MAJORITY 8/1

Cr Murray requested to have his name recorded as voting against the motion.

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
SPORTING CLUBS/COMMUNITY ORGANISATIONS						
Football Club	3,196.00	3,356.00	per year		↑ 160.00	Oval, Function Centre and Changerooms
Netball Clubs (Beverley Netball Club & Redbacks)	491.00	516.00	per year		↑ 25.00	Courts, Function Centre and Changerooms
Cricket Club	491.00	516.00	per year		↑ 25.00	Oval, Function Centre and Changerooms
Hockey Club	491.00	516.00	per year		↑ 25.00	Oval, Function Centre and Changerooms
Horse and Pony Club (Annual Fee)	111.00	113.00	per year		↑ 2.00	Annual CPI Review as per Licence Agreement. Oval <u>NOT</u> included. Club provide own cleaner.
Horse and Pony Club (Extra Events)	164.00	172.00	per event		↑ 8.00	Includes Main Oval - Function Centre hire extra.
Tennis Club	543.00	570.00	per year		↑ 27.00	Club provide own cleaner/ Ablutions Only
Ladies Badminton Club	35.00	37.00	per booking (AM/PM/Eve)		↑ 2.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Boot Scooting	35.00	37.00	per booking (AM/PM/Eve)		↑ 2.00	
Ballet Group	35.00	37.00	per booking (AM/PM/Eve)		↑ 2.00	
Soaring Society	3,000.00	4,000.00	per year		↑ 1,000.00	Annual CPI Review and Billed July as per Lease Agreement.
Soaring Society - Hangar Fees	100.00	100.00	per glider/year		↑ 0.00	Fixed Fee - billed July as per Lease Agreement.
Tractor Pull	264.00	277.00	per event		↑ 13.00	
Beverley Districts Motor Cycle Club (Ulinga Park)	1,056.00	1,071.00	per year		↑ 15.00	Annual CPI Review as per Lease Agreement.
Ladies Hospital Auxiliary - Op Shop (Lesser Hall)	50.00	50.00	per week		↑ 0.00	
Play Group (Rec Centre)	10.00	10.00	per week		↑ 0.00	
Beverley Station Arts (Licence Fee)	100.00	101.00	per year		↑ 1.00	Annual CPI Review as per Licence Agreement.
Beverley Station Arts (Artist In Residence - Dawson St Accommodation)	50.00	50.00	per week		↑ 0.00	Temporary arrangement.
Beverley Off Road Motor Sports Association (BORMSA)	0.00	2,000.00	per year		↑ 2,000.00	
Telstra (Mobile Tower Lease)	1,000.00	1,000.00	per year		↑ 0.00	Fixed Lease.

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
ROAD MAINTENANCE CHARGES						
Austral Brick	12,372.00	12,991.00	per year		↑ 619.00	Road Maintenance Contribution
HALL- includes use of kitchen						
Main Hall	124.00	130.00	per day		↑ 6.00	Tables, Chairs, Crockery & Cutlery <u>not</u> to be removed from Hall
Lesser Hall	88.00	92.00	per day		↑ 4.00	
Full Complex (Except Meetings)	180.00	200.00	per day		↑ 20.00	
Community Meeting Room	FREE	FREE			↑ 0.00	Front room adjacent to Hall Foyer.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.
Bally Bally Hall	0.00	50.00	per day		↑ 50.00	Cleaning responsibility of Hirer.
Morbining Hall	0.00	50.00	per day		↑ 50.00	Cleaning responsibility of Hirer.
EQUIPMENT RENTALS						
Chairs	1.00	1.00	per chair		↑ 0.00	Orange plastic chairs only.
Marquee/Tent (Old)	52.00	55.00	per day		↑ 3.00	
Marquee/Tent (New)	103.00	108.00	per day		↑ 5.00	
RECREATION GROUND						
			APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL			
Oval Hire (Day)	165.00	173.00	per day		↑ 8.00	
Oval Hire (Night)	230.00	242.00	per night		↑ 12.00	
Exhibition Shed	0.00	70.00	per day		↑ 70.00	Beverley Agricultural Society Exempt.
Ram Shed	67.00	70.00	per day		↑ 3.00	Beverley Agricultural Society Exempt.
Poultry Shed	67.00	70.00	per day		↑ 3.00	Beverley Agricultural Society Exempt.
Camping (Per Van)	27.00	28.00	per day		↑ 1.00	Including Power.

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
FUNCTION & RECREATION CENTRE						Tables, Chairs, Crockery & Cutlery <u>not</u> to be removed from Centre
Functions	124.00	130.00	per day		↑ 6.00	BARBECUE use included in Function Centre fee.
Meetings	41.00	43.00	per event		↑ 2.00	
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.
GYM MEMBERSHIP						
13-18 Yr Olds	77.00	81.00	6 months		↑ 4.00	WRITTEN PERMISSION REQUIRED FROM PARENT/GUARDIAN
13-18 Yr Olds	129.00	135.00	12 months		↑ 6.00	WRITTEN PERMISSION REQUIRED FROM PARENT/GUARDIAN
Over 18 Yrs Old	155.00	163.00	6 months		↑ 8.00	
Over 18 Yrs Old	258.00	271.00	12 months		↑ 13.00	
Senior/Pensioner	77.00	81.00	6 months		↑ 4.00	
Senior/Pensioner	129.00	135.00	12 months		↑ 6.00	
30 Day Trial	41.00	43.00			↑ 2.00	Must be 18 years old or older
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Bond returned via Cheque/EFT payment only.
COMMUNITY BUS						24 seats inc driver, 50% subsidy for school aged children (Local Children Only)
Fee Includes Fuel Charges Etc	1.55	1.55	per km		↑ 0.00	
CARAVAN PARK - Power Charges INCLUDED						
Powered - Van/RV Site	27.00	28.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Van/RV Site	10.00	11.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Powered - Campsite	15.00	16.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Campsite	10.00	11.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Additional Person/S (Age 5+ Years)	5.00	5.00	each per day		↑ 0.00	

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
Children 5 Years Or Under	FREE	FREE			↑ 0.00	
Showers	5.00	5.00	each per shower use		↑ 0.00	
Extended Stay Site (First 28 Days)	160.00	168.00	per week		↑ 8.00	Maximum of 2 Persons (Age 5+) (1-28 days) [140.91 + 14.09 GST]
Extended Stay Site (29+ Days)	160.00	168.00	per week	5% GST	↑ 8.00	Maximum of 2 Persons (Age 5+) 12 Weeks Max - Permission Required [146.92+8.08 GST]
SWIMMING POOL						
Adults	3.00	3.00	per entry		↑ 0.00	
Children	1.00	1.00	per entry		↑ 0.00	
Spectators	1.00	1.00	per entry		↑ 0.00	
Season Ticket - Adult	82.00	86.00	per season		↑ 4.00	
Season Ticket - Pensioner/Senior	62.00	65.00	per season		↑ 3.00	
Season Ticket - Child	52.00	55.00	per season		↑ 3.00	
Season Ticket - Family	186.00	195.00	per season		↑ 9.00	
HUNT ROAD VILLAGE						
Rental Charge	115.00	121.00	per week	✓	↑ 6.00	
BLARNEY ADVERTISING						
Size A ~ 122 X 180mm	82.00	86.00	per advert		↑ 4.00	
Size B ~ 122 X 89mm	41.00	43.00	per advert		↑ 2.00	
Size C ~ 60 X 89mm	25.00	26.00	per advert		↑ 1.00	
Size D ~ 5 Lines*	8.00	8.00	per advert		↑ 0.00	*MUST BE PAID IN ADVANCE
Size E ~ 3 Lines*	5.00	5.00	per advert		↑ 0.00	*MUST BE PAID IN ADVANCE
Size F ~ 122 X 135mm	62.00	65.00	per advert		↑ 3.00	
Size G ~ Full Page	0.00	165.00	per advert		↑ 165.00	
12 Months Size A	825.00	866.00	per year		↑ 41.00	12 Editions
12 Months Size B	412.00	433.00	per year		↑ 21.00	12 Editions

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
12 Months Size C	247.00	259.00	per year		↑ 12.00	12 Editions
12 Months Size F	619.00	650.00	per year		↑ 31.00	12 Editions
COPYING						
Single Copy (1-19 Sheets)	0.40	0.40	per sheet		↑ 0.00	Library Photocopier - Black & White Only.
Bulk Copy (20+ Sheets)	0.30	0.30	per sheet		↑ 0.00	Library Photocopier - Black & White Only.
History Of Beverley Book	20.00	20.00	per copy		↑ 0.00	
History Of Beverley Book - Posted	35.00	35.00	per copy		↑ 0.00	
LIBRARY						
Library - Replacement Card	7.00	7.00	per card		↑ 0.00	
Library - Lost Books - Admin Fee	15.00	16.00	per investigation		↑ 1.00	Replacement Books to be charged at Cost.
MAP CHARGES						
District Map - 1000 X 700mm	30.00	32.00	per copy		↑ 2.00	
District Map - 3 Pages (A3)	10.00	11.00	per copy		↑ 1.00	
District Map - 1 Page (A3)	5.00	5.00	per copy		↑ 0.00	
FACSIMILE FEES						
In Aust 1st Page	7.00	7.00	per page		↑ 0.00	
In Aust Additional Pages	3.00	3.00	per page		↑ 0.00	
O/Seas 1st Page	14.00	15.00	per page		↑ 1.00	
O/Seas Additional Pages	6.00	6.00	per page		↑ 0.00	
Receival	3.00	3.00	per page		↑ 0.00	
FREEDOM OF INFORMATION						<i>Freedom of Information Regulations 1993</i>
Personal Information About Applicant	No charge	No charge				Copies as per copying fees.

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
NON PERSONAL INFORMATION						
Application Fee	30.00	30.00	per application	✓		Disadvantaged applicants/pension card - 25% discount.
Time Dealing With Applicant	30.00	30.00	per hour	✓		
Access Time	30.00	30.00	per hour	✓		Supervised by staff.
Duplication Of Information			Actual cost + GST			
Delivery, Packing Or Postage			Actual cost + GST			
Depots - Advance Deposit			75% of estimated cost			
ACCOUNT ENQUIRIES						
Rate Account Enquiry	159.00	167.00	per enquiry	✓	↑ 8.00	
Title Search	58.00	61.00	per enquiry		↑ 3.00	
Rate Book (Printed Or Electronic)	132.00	139.00	per copy		↑ 7.00	
RATES						
Refuse Collection	180.00	183.00	per refuse bin/year	✓	↑ 3.00	Annual CPI increase as per agreement.
Recycling Collection	81.00	82.00	per recycle bin/year	✓	↑ 1.00	Annual CPI increase as per agreement.
CAT LICENSE						
Cat Act 2011						
1. Annual registration of a cat, unless concessional fees are applicable.	20.00	20.00	per year	✓		
2. Concessional registration fee-						
a) Three Year Registration Period	42.50	42.50		✓		
b) Three Year Registration Period - Pensioner	21.25	21.25		✓		Full Concession Card required
c) Lifetime registration period	100.00	100.00		✓		
c) Lifetime registration period - Pensioner	50.00	50.00		✓		Full Concession Card required
d) Registration after 31 May in any year, for that registration year.	50% of fee payable otherwise.	50% of fee payable otherwise.		✓		
3. Annual application for approval or renewal to breed cats (per cat).	100.00	100.00		✓		

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
CAT TRAP						
Cat Trap Hire	11.00	15.00	per day		↑ 4.00	Hire fees to be paid in advance
Cat Trap Bond	50.00	50.00	per hire	✓	↑ 0.00	Bond returned via Cheque payment
DOG LICENSE						
						<i>Dog Act 1976</i>
Dog - Male Or Female	50.00	50.00	1 year	✓	↑ 0.00	
Dog - Male Or Female	120.00	120.00	3 years	✓	↑ 0.00	
Dog - Male Or Female	250.00	250.00	Lifetime	✓	↑ 0.00	
Pension Rate: Dog - Male Or Female	25.00	25.00	1 year	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	60.00	60.00	3 years	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	125.00	125.00	Lifetime	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	10.00	10.00	1 year	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	21.25	21.25	3 years	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	50.00	50.00	Lifetime	✓		
Sheep Dog	25% of fee otherwise payable	25% of fee otherwise payable	1 year	✓		
Sheep Dog	25% of fee otherwise payable	25% of fee otherwise payable	3 years	✓		
Sheep Dog	25% of fee otherwise payable	25% of fee otherwise payable	Lifetime	✓		
Sterilised Dog Or Bitch	20.00	20.00	1 year	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog Or Bitch	42.50	42.50	3 years	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog Or Bitch	100.00	100.00	Lifetime	✓	↑ 0.00	Certificate of Sterilisation required
Bulk Dog Registration	200.00	200.00		✓	↑ 0.00	For approved kennel establishments only. Fee payable per establishment.
DOG IMPOUNDING FEES						
Impound Fee	62.00	65.00	per impounding		↑ 3.00	
Sustenance	11.00	12.00	per day		↑ 1.00	

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
DOG PENALTIES/INFRINGEMENTS						<i>Dog Act 1976</i>
1. Unregistered Dog	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
2. Failure to give notice of new owner	40.00	40.00		✓	↑ 0.00	
3. Keeping more than the prescribed number of dogs	100.00	100.00		✓	↑ 0.00	
4. Breach of kennel establishment licence	200.00	200.00		✓	↑ 0.00	
5. Dog in public place without collar or registration tag	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
6. Owners name and address not on collar	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
7. Dog not held by a leash in certain public places	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
8. Failure to control a dog in exercise areas and rural areas	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
9. Greyhound not muzzled	200.00	200.00		✓	↑ 0.00	
10. Dog in place without consent	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
11. Dangerous dog not muzzled	250.00	250.00		✓	↑ 0.00	
12. Dangerous dog not on leash in exercise area	200.00	200.00		✓	↑ 0.00	
13. Dangerous dog not under continuous supervision	200.00	200.00		✓	↑ 0.00	
14. Dangerous dog in specifically prohibited area	200.00	200.00		✓	↑ 0.00	
15. Dangerous dog enclosure requirement not complied with	200.00	200.00		✓	↑ 0.00	
16. Dangerous dog not wearing specified collar	200.00	200.00		✓	↑ 0.00	
17. Dangerous dog signs not displayed	200.00	200.00		✓	↑ 0.00	
18. Local Government not advised of dangerous dog attack	200.00	200.00		✓	↑ 0.00	
19. Local Government not advised of missing dangerous dog	200.00	200.00		✓	↑ 0.00	
20. Local Government not advised of dangerous dog ownership change	200.00	200.00		✓	↑ 0.00	
21. Local Government not advised of dangerous dog location change	200.00	200.00		✓	↑ 0.00	

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
22. Failure to take steps against parasites	50.00	50.00		✓	↑ 0.00	
23. Dog causing nuisance	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
24. Failure to produce document issued under Dog Act 1976	100.00	100.00		✓	↑ 0.00	
25. Failure of alleged offender to give name and address.	100.00	100.00		✓	↑ 0.00	
PRIVATE WORKS						
Back Hoe With Post Hole Digger	159.00	167.00	per hour		↑ 8.00	with SHIRE OPERATOR ONLY
Backhoe	159.00	167.00	per hour		↑ 8.00	with SHIRE OPERATOR ONLY
Bobcat With Broom	117.00	123.00	per hour		↑ 6.00	with SHIRE OPERATOR ONLY
Cherry Picker With Chainsaw	274.00	288.00	per hour		↑ 14.00	with 2 SHIRE OPERATORS & TRUCK
Grader (BE001, BE003)	179.00	188.00	per hour		↑ 9.00	with SHIRE OPERATOR ONLY
Loader (BE004, BE036)	169.00	177.00	per hour		↑ 8.00	with SHIRE OPERATOR ONLY
Roller - Rubber Tyre (BE033)	159.00	167.00	per hour		↑ 8.00	with SHIRE OPERATOR ONLY
Roller - Vibrator (BE033)	159.00	167.00	per hour		↑ 8.00	with SHIRE OPERATOR ONLY
Slasher (BE008)	147.00	154.00	per hour		↑ 7.00	with SHIRE OPERATOR ONLY
Tractor (BE023)	127.00	133.00	per hour		↑ 6.00	with SHIRE OPERATOR ONLY
Tractor Ford (BE014)	127.00	133.00	per hour		↑ 6.00	with SHIRE OPERATOR ONLY
Truck Light (BE015, BE028)	95.00	100.00	per hour		↑ 5.00	with SHIRE OPERATOR ONLY
Truck Tandem (BE010, BE012, BE013)	122.00	128.00	per hour		↑ 6.00	with SHIRE OPERATOR ONLY
LABOUR						
Engineering Consult	155.00	163.00	per hour		↑ 8.00	Minimum Charge = One Hour
Works Staff	72.00	76.00	per hour		↑ 4.00	Minimum Charge = One Hour
BUILDING MATERIALS						
						<u>SUPPLY RESTRICTIONS OF MATERIALS:</u>
Gravel	38.00	40.00	per m ³		↑ 2.00	PICK UP - MIN. of 1m³ (During Tip Opening Hours Only)
Gravel - Truck Load	195.00	205.00	per truck load		↑ 10.00	DELIVERED - MIN. of 2m³
Metal - All Sizes	72.00	76.00	per m ³		↑ 4.00	CARTAGE extra

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
Metal - Truck Load	567.00	595.00	per truck load		↑ 28.00	Tandem truck carries ~ 8m ³ or 12 tonne
Metal Dust	38.00	40.00	per m ³		↑ 2.00	Loader Bucket = ~ 2 m ³
Metal Dust - Truck Load	195.00	205.00	per truck load		↑ 10.00	
Sand Filling	38.00	40.00	per m ³		↑ 2.00	
Sand Filling - Truck Load	173.00	182.00	per truck load		↑ 9.00	
Sweepings - When Available	36.00	38.00	per m ³		↑ 2.00	
Sweepings - Truck Load	284.00	298.00	per m ³		↑ 14.00	
CARTAGE						
Per Load - Cartage Both Ways	3.00	3.00	per km		↑ 0.00	Eg: Client is 20kms out, 40kms cartage is charged
TELSTRA/WATER CORP REINSTATEMENTS						
Bitumen & Concrete	381.00	400.00	per m ²		↑ 19.00	
Gravel	381.00	400.00	per m ²		↑ 19.00	
CROSS OVERS (RURAL) - Gravel Only						
300mm pipe	1,701.00	1,786.00	per pipe		↑ 85.00	Payment to be made in Advance 50% subsidy for 1st crossover on the property
375mm pipe	PRICE ON APPLICATION	PRICE ON APPLICATION				
450mm pipe	PRICE ON APPLICATION	PRICE ON APPLICATION				
CROSS OVERS (TOWN SITE) - Concrete						
Per square metre	57.00	60.00	per m ²		↑ 3.00	50% Subsidy for 1st Crossover of the property
STANDPIPES						
Per 1,000L (1kL)	3.10	3.10	per kL	✓	↑ 0.00	Charges billed monthly * First \$1 GST exempt, \$2 GST inclusive.

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
PUBLIC CEMETERIES / NICHE WALLS						
Plot - Land 2.44m X 1.52m X 1.80m	45.00	47.00			↑ 2.00	On application of Grant of Right of Burial
Plot - Land 2.44m X 3.05m X 1.80m	68.00	71.00			↑ 3.00	
Plot - Land 2.44m X 4.57m X 1.80m	68.00	71.00			↑ 3.00	
Grave - Ordinary	913.00	959.00			↑ 46.00	On application of Order of Burial
Grave - Child < 7	457.00	480.00			↑ 23.00	
Excess Of 1.8m, Per Every 300mm	171.00	180.00			↑ 9.00	
Reopening Of Grave - Ordinary	913.00	959.00			↑ 46.00	
Reopening Of Grave - Child < 7	457.00	480.00			↑ 23.00	
Extra Charge Of Interment - Outside Usual Hours	80.00	84.00			↑ 4.00	Not in usual hours as prescribed by By-law 17 (per hour)
Erect Headstone	11.00	12.00		✓	↑ 1.00	PERMISSION and/or KERBING
Grave Number Plate	18.00	19.00			↑ 1.00	
Attendance When Required By Grantee	34.00	36.00			↑ 2.00	
Standard Grave - Land	45.00	47.00			↑ 2.00	
Standard Grave - Grave	913.00	959.00			↑ 46.00	
Standard Grave - Plate No.	18.00	19.00			↑ 1.00	
Standard Grave - Burial Charge	976.00	1,025.00			↑ 49.00	
Standard Grave - Overtime Fee	685.00	719.00			↑ 34.00	Estimation only
Interment Of Ashes In Grave Plot	114.00	120.00			↑ 6.00	
NICHE WALLS						
Niche Wall Single	57.00	60.00			↑ 3.00	Not including cost of PLAQUE / TABLET or FITTING
Niche Wall Double	86.00	90.00			↑ 4.00	Not including cost of PLAQUE / TABLET or FITTING
Installation Fee (Minimum)	57.00	60.00	per hour		↑ 3.00	
Urn Container	12.00	13.00			↑ 1.00	
Vases	65.00	68.00			↑ 3.00	Cost on application

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
RESERVATIONS OF GRAVE PLOTS / NICHE WALLS						
Grave Reservation - Initial	80.00	84.00	per site		↑ 4.00	
Niche Wall Single Reservation - Initial	80.00	84.00	per site		↑ 4.00	
Niche Wall Double Reservation - Initial	160.00	168.00	per site		↑ 8.00	
Reservation - Renewal Every 5 Years	11.00	12.00	per site		↑ 1.00	APPLICABLE TO BOTH GRAVES & NICHE WALL RESERVATIONS
REFUSE SITE FEES						
Asbestos Burial	103.00	108.00	per m ³		↑ 5.00	Minimum \$50 charge.
Asbestos Burial	Large quantities					Price based on per m ³ rate plus machine hire.
Building Rubble	26.00	27.00	per tonne		↑ 1.00	
Car Bodies	26.00	27.00	per car		↑ 1.00	
Concrete, Rock, Gravel, Sand Or Like	26.00	27.00	per tonne		↑ 1.00	
Fencing Wire	7.00	7.00	per m ³		↑ 0.00	
Putrescible Waste Organic Commercial	7.00	7.00	per m ³		↑ 0.00	
Rubbish Bag (Wool Bale)	7.00	7.00	per bag		↑ 0.00	
Bin 240L Domestic Waste Or 200L Drum Equivalent	3.00	3.00	per bin		↑ 0.00	
Septic Tank Waste	52.00	55.00	per 2,000L		↑ 3.00	per 2,000L or part thereof.
Septic Tank Waste (Outside of Beverley)	0.00	110.00	per 2,000L		↑ 110.00	per 2,000L or part thereof - Double Rate.
Trailer 6X4, Car, Ute Mixed Load	13.00	14.00	per load		↑ 1.00	
Trailer Tandem Axle Up To 2.5m In Length	26.00	27.00	per load		↑ 1.00	
BUILDING FEES						
Building Inspection	150.00	150.00	per Inspection	✓		<i>Building Act 2011</i>
Septic Tank Application (Health Act 1911)	226.00	226.00	per Application	✓		

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
BCITF Levy	0.2% of total construction value for all works valued over \$20,000.00			✓		
Building Services Levy (BSL)						
Building Permit						
- \$45,000 or Less	40.50	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Demolition Permit						
- \$45,000 or Less	40.50	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s47, 49, 50 or 52 of the <i>Building Act</i> .						
- \$45,000 or Less	40.50	61.65	per Application	✓		
- Over \$45,000	40.50	61.65	per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	91.00	91.00	per Application	✓		
- Over \$45,000	0.18% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for <u>unauthorised</u> building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	81.00	123.30	per Application	✓		
- Over \$45,000	0.274% of the value of work		per Application	✓		
Occupancy Permit under s46 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				
Modification of Occupancy Permit for additional use of building on temporary basis under s48 of the <i>Building Act</i> .						

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				
Building/Demolition Permits						
1. Certified application for building permit-						
a) for building work for a Class 1 or Class 10 building or incidental structure.	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$92.			✓		
b) for building work for a Class 2 to Class 9 building or incidental structure.	0.09% of the estimated value of building as determined by the relevant permit authority, but not less than \$92.			✓		
2. Uncertified application for a building permit	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$92.			✓		
3. Application for a demolition permit -						
a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure.	92.00	92.00		✓		
b) for demolition work in respect of a Class 2 to Class 9 building.	\$92 for each storey of the building.			✓		
4. Application to extend the time which a building or demolition permit has effect.	92.00	92.00		✓		
5. Application for an occupancy permit for a completed building.	92.00	92.00		✓		
6. Application for a temporary occupancy permit for an incomplete building.	92.00	92.00		✓		
7. Application for modification of an occupancy permit for additional use of a building on a temporary basis.	92.00	92.00		✓		
8. Application for modification of an occupancy permit for additional use of a building on a temporary basis.	92.00	92.00		✓		
9. Application for a replacement occupancy permit for permanent change of the building's use/classification.	92.00	92.00		✓		

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
10. Application for an occupancy permit or building approval certificate for registration of strata scheme/plan of resubdivision.	10.25 102.00	10.25 102.00		✓		
11. Application for an occupancy permit for a building in respect of which unauthorised work has been done.	92.00	92.00		✓		
12. Application for a building approval certificate for a building in respect of which unauthorised work has been done.	92.00	92.00		✓		
13. Application to replace an occupancy permit for an existing building.	92.00	92.00		✓		
14. Application for a building approval certificate for an existing building where unauthorised work has not been done.	92.00	92.00		✓		
15. Application to extend the time during which an occupancy permit or building approval certificate has effect.	92.00	92.00		✓		
16. Application as defined in Regulation 31 (for each building standard in respect of which a declaration is sought).	2,040.00	2,040.00		✓		
17. Inspection of pool enclosures.	56.00	56.00		✓		Regulation 53.
TOWN PLANNING FEES						Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)
1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is-						
(a) not more than \$50,000	147.00	147.00		✓	↑ 0.00	
(b) more than \$50,000 but not more than \$500,000	0.32% of the estimated cost of development			✓		
(c) more than \$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000			✓		

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
(d) more than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million			✓		
(e) more than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million			✓		
(f) more than \$21.5 million	34,196.00	34,196.00		✓	↑ 0.00	
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee.			✓		
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	739.00	739.00		✓	↑ 0.00	
4. Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 3 plus, by way of penalty, twice that fee			✓		
5. Providing a subdivision clearance for						
(a) not more than 5 lots	73.00	73.00	per Lot	✓	↑ 0.00	
(b) more than 5 lots but not more than 195 lots	\$73 per lot for the first 5 lots and then \$35 per lot			✓		
(c) more than 195 lots	7,393.00	7,393.00		✓	↑ 0.00	
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced.	222.00	222.00		✓	↑ 0.00	
7. Determining an initial application for approval of a home occupation where the home occupation has commenced.	The fee in item 6 plus, by way of penalty, twice that fee			✓		
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires.	73.00	73.00		✓	↑ 0.00	

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired.			The fee in item 8 plus, by way of penalty, twice that fee	✓		
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out.	295.00	295.00		✓	↑ 0.00	
11. Determining an application for change of use or for alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.			The fee in item 10 plus, by way of penalty, twice that fee.	✓		
12. Providing a zoning certificate.	73.00	73.00		✓	↑ 0.00	
13. Replying to a property settlement questionnaire.	73.00	73.00		✓	↑ 0.00	
14. Providing written planning advice.	73.00	73.00		✓	↑ 0.00	
15. Scheme Amendments - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
16. Structure Plans - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
PLANNING ADVERTISING AND NOTIFICATION COSTS						
Applicant to pay	Borne by applicant					

SHIRE OF BEVERLEY
2015/16 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 01 JULY 2015

Description	Charge 2014/15	Charge 2015/16	Frequency	GST Exempt	Increase \$	Information/Conditions
DEVELOPMENT APPLICATIONS						<i>Planning and Development (DAP) Amendment Regulations 2013</i>
1. A DAP application where the estimated cost of development is-						
a) not less than \$3 million and less than \$7 million	3,503.00	3,503.00		✓	↑ 0.00	
b) not less than \$7 million and less than \$10 million	5,409.00	5,409.00		✓	↑ 0.00	
c) not less than \$10 million and less than \$12.5 million	5,885.00	5,885.00		✓	↑ 0.00	
d) not less than \$12.5 million and less than \$15 million	6,053.00	6,053.00		✓	↑ 0.00	
e) not less than \$15 million and less than \$17.5 million	6,221.00	6,221.00		✓	↑ 0.00	
f) not less than \$17.5 million and less than \$20 million	6,390.00	6,390.00		✓	↑ 0.00	
g) not less than \$20 million or more	6,557.00	6,557.00		✓	↑ 0.00	
2. An application under Reg.17	150.00	150.00		✓	↑ 0.00	
ROAD CLOSURE PROCESSING FEE						
Charge	250.00	250.00	per application		↑ 0.00	

11.4 Policy Manual – AF005 Bank Accounts and Payments

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 20 May 2015
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0468
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Policy AF005 – Bank Accounts and Payments

SUMMARY

Council to consider an adjustment to policy AF005 to allow all payments to be authorised by both 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. The policy was adopted at the 24 March 2015 Council Meeting.

Since the 24 March 2015 the practise has been put in place and has been found to be more time consuming for administration staff sorting the totals into payments under and over \$5,000.00.

COMMENT

I will be recommending that the Council amend policy AF005 Bank Accounts and payments, to have the CEO and D/CEO be authorised to sign all payments and that Councillors be used if either the CEO or D/CEO are unavailable.

During the Interim Audit conducted 20-22 May, the proposal to change to the signing policy was discussed with AMD Chartered Accountant Emily McKelvie, who advised that it is common practise amongst her Local Government clients to use administration staff to sign payments. I have also contacted a number of Local Governments namely Brookton, York, Toodyay, Wickelup, Kulin, Cunderdin, Pingelly and Narrogin who have advised that their policies do not require the signature of a Councillor unless one of the authorised officers is away.

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 the draft policy AF005 Bank Accounts and Payments, as attached, be adopted and integrated into Council's current working documents.

COUNCIL RESOLUTION

M9/0515

Moved Cr Gogol

Seconded Cr White

That Policy AF005 Bank Accounts and Payments, as attached, be adopted and integrated into Council's current working documents.

CARRIED BY ABSOLUTE MAJORITY 8/1

Cr Ridgway requested to have her name recorded as voting against the motion.

Attachment 11.4 – Proposed Policy

1.5 Bank Accounts and Payments (Proposed Policy)

Policy Type:	Accounting and Finance
Date Adopted:	

Policy No:	AF005
Date Last Reviewed:	March 2014

Legal (Parent):
1. Local Government Act 1995

Legal (Subsidiary):
1. LG (Financial Management) Regulations

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

Policy

That the Chief Executive Officer and the Deputy Chief Executive Officer are the authorised signatories to enable effective and efficient payment of accounts on behalf of the Shire of Beverley.

All payments including the Municipal Fund, the Trust Fund, Payroll and all Electronic Fund Transfers must have the signatures of **both** the Chief Executive Officer and the Deputy Chief Executive Officer.

Where either the Chief Executive Officer or the Deputy Chief Executive Officer are unavailable, 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.

12. ADMINISTRATION

12.1 RV Friendly Town

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 12 May 2015
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0467
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

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.

At the 24 March Ordinary Council Meeting it was resolved to:

- 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.*

COMMENT

The proposed RV Friendly Town application was advertised on page 5 of the April Beverley Blarney and the public given 30 days to make comment.

A feedback form was sent to local businesses whose location is on Vincent Street or within 500 metres of Vincent Street.

A total of 39 responses were received, 21 from community members and 13 from local business.

The responses have been collated and the results provided:

1. Would you support the Shire of Beverley submitting an application to become an RV Friendly Town?

	Yes	No	Unsure
Business	13	0	0
Community	21	4	1
Total	34	4	1

Comments:

We are already an RV Friendly Town, nobody said it had to be free, many Councils charge small fee.
Need to review after 12 months.

2. Are you satisfied with the location of Apex Park being designated for RV's to stay free of charge for up to 48 hours?

	Yes	No	No Answer Given
Business	11	2	0
Community	17	6	3
Total	28	8	3

Comments For:

It would be good to see it being used.
It would be good for the town.
Charge a nominal fee of \$5
Ideal place
Apex is under-utilised, great way to use this space. Good time frame for free parking (48hrs)
Maybe charge a small fee for rubbish removal and maintenance
Signage would be needed.
Needs to happen pronto.
It will be good to see the park used.
Providing the leave the park clean and tidy, otherwise a nominal charge should apply.

Comments Against:

Pay unpowered site fee below the caravan park
No record of who is staying at Apex Park
They can use the caravan park or Council Road or the large information bay 24hrs only and then move on to the caravan park
Toilets opposite will be used as a dumpsite
Some of the Grey Nomad Community may have a problem walking that far into town.
Residential Area – safety and security, potential noise problems, no record of who stays
Divided from the town commercial area by the river
Loss of the park for other groups
River odour issues
Removed from the existing dumpsite.

3. Do you think a dedicated 21m parking bay should be allocated in the main shopping precinct?

	Yes	No	Unsure	No Answer Given
Business	5	5	1	2
Community	11	10	2	3
Total	16	15	3	5

Suggested locations:

Opposite CRC x 2
Gravel Carpark x 5
Queen/Dawson Street x 4
Forrest Street
Council Road
Information Bay
Men's Shed
Next to Pharmacy x 2
(Total of 17 suggestions)

4. Do you believe Beverley or your business would benefit from becoming an RV Friendly Town?

	Yes	No	Unsure	No Answer Given
Business	7	4	1	1
Community	19	3	1	3
Total	26	7	2	4

Comments that believe there will be a benefit to Beverley or Business:

Added tourism is always a bonus, extra \$\$ into the town.

More services provided for travellers will encourage them to stop here and not York.

Will bring more free campers to Beverley, at the moment they go elsewhere.

Encourage visitors to stop in our town will keep it vibrant and be a benefit to all businesses.

A little benefit.

Most of the 'caravanners' support the local businesses

Maybe!!

When they spend money

It's nice to chat with visitors from other places, they will buy food and fuel and sparkle up Beverley.

We always spend money at a town when we can stay for free.

People would shop, buy papers, have coffee etc

Any positive action to bring people into our town will keep it alive and growing and benefit all.

Our own experience is such that we support towns for all our needs.

Yes, from our experience in the East.

Tourists are always asking our business where they can stay for free overnight.
Caravaners and RV's always target RV Friendly Towns and spend money in that town.
RV'ers are aware of spending money in RV Friendly Towns
Resurvey business and community after 12 months
Hopefully will bring tourists into town that otherwise pass us by.
If you don't have a tariff for your accommodation you tend to spend more in that town.
4. Do you believe Beverley or your business would benefit from becoming an RV Friendly Town?
Comments for no benefit:
These people usually travel self-contained and would therefore put minimal \$ if any into the town.
The negative impact outweighs any benefit.
Most caravaners are self-sufficient.
I don't believe that my services (business) are often sort after by travellers.
Caravan travellers do not spend money/shop for any items other than small perishable food stuffs.
If they won't spend \$10 per night at an unpowered site at the caravan park with free water, ablutions and camp kitchen facilities we doubt they will spend much in local businesses. Most will fuel up and stock up at larger centres before heading to smaller towns.
5. Further feedback and comments:
We have everything at the caravan park and it's less to walk to town. Make the area under the gum trees (bottom of caravan park) available. They do not need to have it for free, as it defeats the caravan park. Put an RV sign on the Caravan Park sign. I strongly disagree.
I often "kidnap" visitors to town to give them a cuppa and enjoy fresh company. We already have a "dump station" at the bottom of the caravan park.
Maybe a laundry (Laundromat) would be good. People would stop, have coffee etc. and look around town, we have experienced this in other towns.
I have noticed that we have a lot of caravans and motorhomes driving down our main street but then they turn around and drive out of town. It's very frustrating. How will they realise what a great town Beverley is if no one stops to find out. We motorhome and sometimes you need a free stop as it can become expensive.
I think that the more people we have in town the better for our businesses and if our businesses are happy, the more people will tell others about our little town.
As a caravan owner, I think it would be a wonderful idea to make Beverley an RV Friendly Town. It can only improve an already friendly town. As for parking there are plenty of streets around the shopping precinct.
Some Eastern States Shires use their showgrounds for parking for a nominal fee which includes showers and toilets. We use them quite a lot whilst away.
\$10 per night for longer stays with rules regarding moving on, if space comes under pressure.
24hr stopover only after use at caravan park. All parking sites to be put on all town maps and information bay map to be updated showing dump site and RV Parking.
We have found on our travels the benefits of an RV Friendly Town made a

<p>difference to our enjoyment in the area. The ability to be able to fill our water tank and empty toilet cassettes was much appreciated. We usually ended up staying at least 1 or 2 nights and tried to support the town by buying essentials etc.</p>
<p>After travelling across Australia I have found that "special" arrangements for RV's attract the wrong kinds of travellers and all kinds of problems arise. It's better if they just pass through and make trouble somewhere else.</p>
<p>Another area to consider is the junction of Great Southern Hwy and Top Beverley Road as a 24hr stopover and designate it as a leave no trace area. Make the stay more interesting with a town map and points of interest. Encourage more clubs to stay in Town at the oval where you now have extra power bollards for their rallies</p>
<p>This application is supported by 65 members of the Sandgroper Chapter of CMCA.</p>
<p>Would be good to see Apex Park utilised, it is not too far from the town centre for most people to walk and is an attractive area.</p>
<p>If this proceeds – record all costs to Council – rubbish, site prep, admin, extra toilet cleaning, amount of water used, site maintenance and record any issues that arise. Comparison to caravan park income. Perhaps location out of town along the river should be considered.</p>
<p>I don't think it's a good idea having large vehicles in our main street and taking up parking spots.</p>
<p>Use the Caravan Park as RV Friendly site but charge \$5 per night unpowered and \$10 powered, then full or discounted rates for subsequent nights. What about Avondale?</p>
<p>Most travellers would be more than happy to pay a nominal fee of \$5 per night in an honour box system. We are members of the CMCA and have travelled Australia fairly extensively.</p>
<p>If RV's stay free, will you have to consider free camping areas? Caravan Parks require you to register your name and number plate, but this does not, making it difficult to track the kinds of people who will stay.</p>
<p>Have seen the effects on other towns around Australia. This will attract the wrong types to town. The ambience of Beverley will be changed irreversibly. A very bad move!</p>
<p>I think huge signage is needed to advertise and direct caravans to where they should be needing to park etc. They usually pull up next to the Chemist, use the public toilets, have coffee and leave. In the 14 months I've been in Vincent Street, I have never sold a thing to caravan travellers. They are very thrifty and they travel light.</p>
<p>There is 2 large parking areas both sides of the railway line, so I don't believe you need a dedicated parking area for vans etc. My question is how much do they want Beverley to provide for no cost to them?!</p>
<p>The first few bays at the entrance to the park backing on to councils work sheds often have large RV's there. Two other bays exist for those with trailers who prefer not to disconnect the trailer.</p>
<p>Designated parking off the main street could be sign posted to the existing gravel carpark along the railway line on the southern side of Vincent Street.</p>
<p>If Council were to go ahead with a designated free of charge overnight RV area we would suggest it be located in the gravel area below the existing caravan park, or the information bay could be modified to incorporate an overnight pull in bay area.</p>
<p>Perhaps council should consider encouraging additional Beverley signage and brochures in York and ride off the back of the York free RV facilities where power</p>

and water are provided at rate payer costs. Beverley is a wonderful days outing from York.
Janet does a marvellous job at the Caravan Park, but RV area needs to be away from there as they need to spread out over the town. Sheltered and sitting areas in Apex and Tourist Bay required.
This will definitely help get tourist and grey nomads to come to Beverley. Needs to be advertised through the tourist association. Advertise in the camping books, which most campers use Australia wide. When we had a business in town we were always asked by caravaners where free camping was available, this can only do the town a great deal of good.
This should be reviewed in 2016.
Signage for RV's, clear and multiple signs around town.
Promote Beverley to the retirement villages and homes.
Have a 6 month trial and see what benefits the town receive from it and then reassess the situation as to charges etc.
The park next to the river over the road from Apex Park needs some attention if we are to encourage people to stay overnight. At the moment it looks dead and uninviting.

The general consensus from the responses is that this is a well-supported idea that should increase visitors and tourists to town. It is noted that 4 objections were received.

The most valid concerns are the possible negative effects on our Caravan Park, monitoring the Apex Park area and removing already limited car parking.

It will be recommended to proceed with the RV Friendly Town application and that there be no designated "RV Parking Only" on Vincent Street or in the IGA/Railway Station carpark. If Council does believe that a designated "RV Parking Only" bay is required, I believe that Dawson Street would be a suitable location.

The process to become an RV Friendly Town, initially involves the completion of the assessment form and meeting the requirements outlined in the application. 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".

Recommendation: Dawson Street

2. Short Term Parking – 24hours to 48 hours.

Recommendation: Gravel area at the Northern end of Caravan Park (Res 1570).

The reasoning behind my recommendation to place the Short Term Parking on the gravel section at the Northern End of the Caravan Park and not Apex Park is due to the following;

- Direct access to RV site off Great Southern Highway
- Dump Point and Water access is located there
- Site can be monitored
- Caravan Park facilities can be utilised if required
- Site location is closer to Town Centre

3. Long Term Parking – longer overnight stays of three days or more.

Recommendation: Caravan Park at current rates.

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

The Beverley CRC and Tourist Bureau volunteers will be made aware of the application, along with the designated parking areas should Council wish to install them.

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. Submit an application to become RV Friendly Town.
2. Allocate the gravel area at the Northern End of Caravan Park (Res 1570) as the “RV Site” being free of charge for a maximum 48 hour stay.
3. Complete a review in June 2016.
4. Advise the Community of the decision to become an RV Friendly Town.

COUNCIL RESOLUTION

M10/0515

Moved Cr Murray

Seconded Cr Gogol

That Council:

- 1. Submit an application to become RV Friendly Town.**
- 2. Allocate Apex Park as the “RV Site” with a maximum 48 hour stay.**
- 3. Place a donation box, requesting visitor details at the site.**
- 4. Complete a review in June 2016.**
- 5. Advise the Community of the decision to become an RV Friendly Town.**

CARRIED 9/0

12.2 2015 WALGA AGM Voting Delegates

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 12 May 2015
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0283
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council is to select two (2) voting delegates for the WA Local Government Association AGM on Wednesday 5 August 2015.

BACKGROUND

The Western Australian Local Government Association (WALGA) have advised that their Annual General Meeting will be held prior to the commencement of the Local Government Convention on Wednesday 5 August 2015 at the Perth Convention and Exhibition Centre, followed by the Trade Exhibition and Convention Welcome Reception that evening.

COMMENT

Council is entitled to be represented by two (2) voting delegates. If Council is seeking to exercise their voting entitlements, registration for the two voting delegates must be forwarded to the Association by Thursday 9 July 2015. In past years Council has nominated the President and the Deputy President, however any member of Council may be nominated.

Motions for the WA Local Government Association AGM must be received by close of business Monday 8 June 2015.

STATUTORY ENVIRONMENT

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two (2) voting delegates.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Council Leadership – be accountable and make informed decisions within our resource and government structures.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council elect two members as voting delegates for the 2015 WA Local Government Association Annual General Meeting.

COUNCIL RESOLUTION

M11/0515

Moved Cr Alexander

Seconded Cr White

That Council elect two members as voting delegates for the 2015 WA Local Government Association Annual General Meeting they being; President Cr DJ Ridgway and Deputy President Cr CJ Pepper.

CARRIED 9/0

12.3 RoadWise Road Crash Trailers

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 14 May 2015
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0370
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider supporting the Wheatbelt South Regional Road Groups application for grant funding to build a Road Crash Trailer and making a yearly contribution to the ongoing running costs.

BACKGROUND

Currently there are a number of crash trailers which are registered to the Commissioner of Police and located in strategic locations. Unfortunately the Wheatbelt South (WBS) region does not have access to such trailers for promotion of road safety messages.

COMMENT

The WBS Road Safety Advisor, Rodney Thornton has researched the option of crash car trailers being built to assist the region in promoting road safety messages at community events and other strategic locations.

The WBS Regional Road Group has been approached in regard to the project, with both Kulin and Pingelly accepting the role of host Councils for the trailers for ease of availability and access by other Local Governments (LG's) in the region.

In the first instance grant funding will be applied for to assist with the capital cost of the trailers, however in the event this funding is not forthcoming it is envisaged that each of the LG's will contribute to the capital cost of the trailers and the host LG's will licence, insure and maintain the trailers.

Funding is to be applied for by the host LG (Shire of Kulin) through the Office of Road Safety Funding Program (Closing Date 5 June 2015) and the RAC (Closing Date 29 June 2015) with assistance from WBS Road Safety Advisor, Rodney Thornton.

If this funding is not successful or there is a funding shortfall, each of the LG's in the WBS will contribute to the capital cost of the trailers which is envisaged to be approximately \$1,100.00 per LG or the lesser amount if part funded by grants. The initial licence and registration of trailers is included in this cost.

Ongoing costs to the host LG's is approximately \$250 per annum per trailer for the licensing. Insurance costs are subject to the individual LG's insurance policy.

Maintenance of the trailers is to be carried out by the host LG.

A Memorandum of Understanding (MOU) between the LG's will be required to ensure a suitable trailer booking policy is adhered to and any other possible issues regarding the trailers are highlighted to ensure fairness to all LG's involved.

For the purpose of the grant funding applications all participating LG's will be required to present a Letter of Support for the project prior to the end of May 2015.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Council to place an allocation of \$2,000.00 in the 2015 / 2016 budget.

STRATEGIC IMPLICATIONS

Develop partnerships with regional and government service providers.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. Support the Wheatbelt South Regional Road Group's grant funding application to build two crash car trailers to promote road safety messages.
2. Make a budget allocation of \$2,000.00 in the 2015 / 2016 budget.

COUNCIL RESOLUTION

M12/0515

Moved Cr Buckland

Seconded Cr Shaw

That Council:

1. **Support the Wheatbelt South Regional Road Group's grant funding application to build two crash car trailers to promote road safety messages.**
2. **Make a budget allocation of \$2,000.00 in the 2015 / 2016 budget.**

CARRIED BY ABSOLUTE MAJORITY 8/1

12.4 Policy Manual – Workforce Planning and Management Policy

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 19 May 2015
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0409 / ADM 0468
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Draft AF005 Workforce Planning Policy

SUMMARY

Council to consider adopting a Workforce Planning and Management Policy and incorporating it into the Shire of Beverley working Policy Manual.

BACKGROUND

Through the process of developing the staff Position Description's and the review of the Workforce Plan with David Vaughan and Marg Hemsley it has been identified that a Workforce Planning and Management Policy is required to meet compliance.

COMMENT

The purpose of the policy is to ensure the Shire of Beverley meets strategic, operational and legislative requirements through effective workforce planning and resourcing to demonstrate compliance with the Integrated Planning requirements of the Local Government Act (1995) Regulation S5.56 (2).

The draft Workforce Planning and Management Policy is attached for Council's comment.

STATUTORY ENVIRONMENT

Local Government Act (1995) Section 5.56 Planning for the future:

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

Sustainable Government – Manage resources effectively – Develop the Human Resource and Workforce Plan within the regional context to ensure Human Resources are available and future skills and development are identified.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the draft A005 Workforce Planning and Management Policy and it be integrated into Council's current working documents.

COUNCIL RESOLUTION

M13/0515

Moved Cr Buckland

Seconded Cr Gogol

That Council adopt Policy A005 Workforce Planning and Management Policy and it be integrated into Council's current working documents.

CARRIED 9/0

Attachment 12.4

2.5 Workforce Planning and Management Policy

Policy Type:	Administration	Policy No:	A005
Date Adopted:		Date Last Reviewed:	

Legal (Parent): 1. Local Government Act 1995	Legal (Subsidiary): 1.
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ADOPTED POLICY	
Title:	WORKFORCE PLANNING AND MANAGEMENT POLICY
Objective:	To ensure that strategic, operational and legislative objectives are met by effective workforce planning and resourcing to demonstrate compliance with the Integrated Planning requirements of the Local Government Act (1995) Regulation S5.56(2).

Policy

Workforce Planning is a continuous process of shaping the workforce to ensure it is capable of delivering organisational objectives into the future. It provides the framework for assessing the demand and supply of the workforce and aims to have the right people in the right place at the right time to affect the delivery of organisational goals, resourced through effective long term financial and business plans.

The Shire considers Workforce Planning to be an essential management function in its operations. They recognise that the achievement of all goals and objectives are reliant on the appropriate capacity, skills, knowledge of the workforce. Council is committed to resourcing workforce requirements through its integrated planning processes.

Council also recognises that the responsibility for managing people lies with the person who has the executive responsibility for the objectives of the service/activity/function of their division.

The Shire will ensure the Workforce Plan addresses current and future best practice human resource management practices that include effective and efficient recruitment and retention; performance management, training and development; legislative compliance; occupational safety and health; support and encouragement.

Responsibilities

- Executive managers and supervisors have the responsibility and accountability for ensuring that all staff are managed appropriately within their own work areas.
- In each of these areas, current and future demand and supply should be assessed as part of the annual and strategic planning cycles.
- All managers will ensure effective setting of KPIs and performance criteria for their staff that will meet relevant organisational objectives.

Attachment 12.4

- Staff appraisals will incorporate training and development plans to ensure the current and future skills and knowledge needs are met wherever practicable, with gaps and omissions reported to the DCEO and/ or the Human Resources Officer for inclusion in the Workforce Plan.
- The Human Resources officer will collect and monitor workforce relevant workforce data and statistics.
- The relevant organisational planning and performance monitoring personnel will research relevant workforce data, demographics and trends as part of the integrated planning cycle.
- All elected members and staff involved in organisational, operational or project planning will ensure that workforce implications are considered and included in all strategic or operational plans.

Monitor and review

The Organisation will implement a robust reporting and recording system that will be regularly monitored to ensure human resource supply and demand management is appropriately implemented and sustained across the organisation and there is ongoing identification of issues and trends. Workforce Planning's key performance indicators, relating to both organisational and personal performance will be developed, implemented and monitored, by the Shire's Executive and Council as appropriate.

12.5 Use of the Common Seal

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 20 May 2015
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0256
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

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 document:

1. Shire of Beverley, Town Planning Scheme No.2, Amendment No.23

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 sees 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. Shire of Beverley, Town Planning Scheme No.2, Amendment No.23

COUNCIL RESOLUTION

M14/0515

Moved Cr Pepper

Seconded Cr Alexander

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

- 1. Shire of Beverley, Town Planning Scheme No.2, Amendment No.23**

CARRIED 9/0

12.6 Avondale – Acquisition of Four Tractors

SUBMISSION TO: Ordinary Council Meeting 26 May 2015
REPORT DATE: 20 May 2015
APPLICANT: Avondale Farm Project Association
FILE REFERENCE: ADM 0156
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider granting approval to Avondale Farm Project Association (AFPA) to acquire and collect four tractors for the Machinery Collection at Avondale.

BACKGROUND

Council have previously been made aware of 5 tractors and other machinery that have been offered to the Avondale Machinery Museum by the South West Rail and Heritage Centre in Boyanup.

COMMENT

AFPA members Greg Manzie, Ron Waterhouse and John Pratt travelled to Boyanup on 7 May to view the 5 tractors and 3 headers and ascertain their relevance to the collection at Avondale. From their visit they believe 4 tractors will enhance the current collection. AFPA will gather the relevant history and ownership information for the working database.

AFPA are seeking approval from Council to acquire the 4 tractors immediately.

I have been in contact with Greg Manzie to arrange a meeting to develop a Memorandum of Understanding between AFPA and Council on the collection.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

N/A

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant approval to the Avondale Farm Project Association to acquire four tractors from the South West Rail and Heritage Centre.

COUNCIL RESOLUTION

M15/0515

Moved Cr Gogol

Seconded Cr Davis

That Council grant approval to the Avondale Farm Project Association to acquire four tractors from the South West Rail and Heritage Centre.

CARRIED 9/0

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

14. CLOSURE

The Chairman declared the meeting closed at 3:46pm

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

PRESIDING MEMBER:

DATE: