



26 NOVEMBER 2013

ORDINARY MEETING

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 2:15pm.

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 2:20pm to 2:32pm)
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 family of:

THOMAS	Mary	3 November 2013
VALLI	Teresa	21 November 2013

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DECLARATIONS OF INTEREST

6.1 Cr Alexander

Cr Alexander declared a financial interest in Item 9.2 being that he is part owner of the land involved.

7. CONFIRMATION OF MINUTES

7.1 Minutes of The Ordinary Council Meeting Held 29 October 2013

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 29 October 2013 be confirmed.

COUNCIL RESOLUTION

M1/1113

Moved: Cr Murray

Seconded: Cr Gogol

That the Minutes of the Ordinary Council Meeting held Tuesday 29 October 2013 be confirmed.

CARRIED 9/0

7.2 Minutes of The Audit and Administration Meeting held 19 November 2013

OFFICER'S RECOMMENDATION

That the Minutes of the Audit and Administration Committee Meeting held Tuesday 19 November 2013 be confirmed.

(provided under separate cover)

COUNCIL RESOLUTION

M2/1113

Moved: Cr White

Seconded: Cr Pepper

That the Minutes of the Audit and Administration Committee Meeting held Tuesday 19 November 2013 be confirmed.

CARRIED 9/0

8. TECHNICAL SERVICES

Nil

2:18pm – Shire Planner, Stefan de Beer, joined the meeting.

9. PLANNING SERVICES

9.1 Initiation of Alteration to Outbuilding Policy

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 4 November 2013
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0219
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Modified Outbuilding Policy

SUMMARY

It is proposed to initiate an alteration to Council's Outbuilding Policy, pursuant to Clause 7.6.2 of the Shire of Beverley Town Planning Scheme No. 2. The initiation of the altered Outbuilding Policy will be recommended for approval.

BACKGROUND

At the Council Briefing Forum (CBF) of August 2013, a request was made to clarify the requirements for Sea Containers being used as Outbuildings within the Shire of Beverley.

COMMENT

The present Outbuilding Policy is unclear on the standards and requirements for the use of Sea Containers within the Shire of Beverley as Outbuildings.

To clarify the above, the altered Outbuilding Policy is provided herewith as an attachment, for Council's consideration, and a request to proceed to public advertising.

The following conventions are use in the attached altered policy:

- *Text highlighted in green: - represents new text;*
- *Text with ~~double strikethrough~~: - represents text to be deleted.*

The most significant changes to the policy are as follows:

- A section is added to the Policy that addresses the requirements for Sea Containers when used as Outbuildings;
- A proposal to increase the Maximum Individual Area of an Outbuilding on Farming Zoned Land above 10 hectares – increase from 400m² to 1,000m². (this is proposed to afford the Shire Planner the opportunity to approve, under delegated authority, bigger sheds on Farming Zoned Land - the purpose being to streamline the Shire's Administrative processes).

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

Council will be required to pay the required advertising costs.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

The outcome of this exercise will result in a modified Outbuilding Policy.

VOTING REQUIREMENTS

Simple majority required.

OFFICER'S RECOMMENDATION

That Council resolve to initiate the alteration of the Outbuilding Policy and proceed to advertising pursuant to Clause 7.6.2 of the Shire of Beverley Town Planning Scheme No 2.

COUNCIL RESOLUTION

M3/1113

Moved: Cr Pepper

Seconded Cr: Murray

That Council resolve to initiate the alteration of the Outbuilding Policy and proceed to advertising pursuant to Clause 7.6.2 of the Shire of Beverley Town Planning Scheme No 2.

CARRIED 8/1



Attachment 9.1

8.6 Outbuildings Policy

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

The Shire of Beverley, pursuant to Clause 7.6 of the Shire of Beverley Town Planning Scheme No.2, hereby makes this Town Planning Scheme Policy regarding Outbuildings throughout the Shire of Beverley. ~~This policy will be incorporated into future schemes when Town Planning Scheme No.2, or greater, is revoked.~~

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

BACKGROUND

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

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

DETERMINATION

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

In determining the application, Council may:

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

Information to be Supplied with Application

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

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

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APPLICATION OF THE POLICY

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

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

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

OBJECTIVES OF THE POLICY

The primary objectives are to:

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

Sea Containers

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

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

- The container shall be located to the rear of the lot and shall be screened from the street/road;
- The container shall be located within normal building setbacks;
- The container shall be rust free and of sound construction, to the satisfaction of the Shire;
- The container shall be painted to match the colour of the buildings on the lot;
- The container may only be used as an outbuilding and not for ancillary accommodation;
- The container shall not be located over septic tanks, leach drains or other utilities;
- The container shall be landscaped to screen it from neighbours; and

Attachment 9.1

- If the container falls into disrepair or become unsightly the Shire shall require it's removal.

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

Policy General Notes

1. Outbuildings that comply with all of the criteria corresponding to the relevant zone in Table 1 of this Policy may be approved subject to compliance with other relevant clauses of this Policy, as set out below.
2. Outbuildings that do not comply with all of the criteria corresponding to the relevant zone in Table 1 of this Policy will be referred to Council.
3. Ablution facilities within outbuildings shall not be approved unless the outbuilding is associated with an existing or substantially commenced dwelling to reduce any occurrence of the outbuilding becoming a de-facto house. If the outbuilding is used in association with a commercial business, ablution facilities may be permitted.
4. Setbacks to lot boundaries shall be in accordance with the Shire of Beverley Town Planning Scheme No.2 and the Residential Design Codes, where applicable.
5. Under this policy "Sheds" are defined as outbuildings with a floor area greater than 15m². Outbuildings with a floor area of 15m² or less do not require Planning Approval.
6. Planning Approval is required for all outbuildings located within 75 metres of a road boundary on Farming zoned lots.
7. The construction of an outbuilding on vacant land within the Residential, Rural Residential and Rural Townsite Zones will not be permitted without an application for the construction of a residence having been approved and construction having commenced.
8. In the Farming zone Planning Approval is required, where the applicant does not own, or is in the process of constructing, a dwelling within the Shire of Beverley.
9. No Planning Approval is required for outbuildings on a Farming zoned lot above 10 hectares in area, provided the only variation to the provisions of this policy and the Shire's Town Planning Scheme, is the provision of ablution facilities in the proposed outbuilding and the applicant owns a dwelling within the Shire of Beverley.

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Zone	Criteria				Design / Location
	Maximum Total area of all outbuildings on the lot (m ²)	Maximum individual area of proposed outbuilding (m ²)	Maximum Wall height (m)	Maximum Roof height (m)	
Residential R10 and above	75	75	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) (a) Is not closer to the primary street alignment than 50% of the required setback for the relevant density coding specified in Table 1 of the R-Codes; (c) (b) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (d) (c) Is not constructed prior to the commencement of construction of a residence.
Residential below R10	100	75	3.0	4.0	
Rural Residential & Rural Townsite	200	150	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (c) (b) Is not constructed prior to the commencement of construction of a residence
Farming below 1 hectare	100	75	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (c) (b) Is not constructed prior to the commencement of construction of a residence.
Farming between 1 – 10 hectares	200	150	3.0	4.0	Where the outbuilding: (a) Is not a sea container; (b) (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (c) (b) Is not constructed prior to the commencement of construction of a residence
Farming above 10 hectares	NA	400 1,000	8	9	Outbuildings within 75 metres of a road boundary are to be constructed of Colorbond, masonry or similar approved material (excludes zincalume)

2:25pm – Prior to any consideration of Item 9.2 Cr Alexander declared a financial interest as he is part owner of the land involved in the NBN Tower Application, and then left the meeting.

9.2 Fixed Wireless NBN Telecommunications Facility 1 (Lot 500) Mawson Rd

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 11 November 2013
APPLICANT: Aron Holbrook – Daly International
FILE REFERENCE: MAW 3
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Planning Report & Photomontage
(provided under separate cover)

SUMMARY

An application has been received to develop Telecommunications Infrastructure (a Fixed Wireless Facility - tower and ancillary infrastructure), as part of the National Broadband Network rollout, at 1 (Lot 500) Mawson Road, Beverley. It will be recommended the application be approved.

A previous application by the same applicant for a similar facility, to be located at Lot 13704 Langsford Street, Beverley, had been withdrawn as the landowner of the subject property withdrew from the agreement with NBN.

BACKGROUND

1. The proposal

The National Broadband Network Company (NBN Co), through their Consultants, Daly International, proposes to install a new fixed wireless broadband facility at the subject site consisting of the following:

- A 40m high monopole;
- Three (3) panel antennas;
- Two (2) outdoor units;
- Ancillary equipment associated with the operation of the facility, including cable trays, cabling safe access methods, bird proofing, earthing, electrical works and air-conditioning equipment.

The proposed facility is necessary to provide NBN Co fixed wireless broadband coverage to the Beverley region.

The NBN is a high speed broadband network that is intended to utilise a combination of optical fibre, fixed wireless and satellite technology to offer advanced broadband services to premises across Australia. As part of the progressive roll out, these improvements to broadband services will ultimately deliver benefits to various areas such as business, education, entertainment and health.

In response to the fixed wireless component of this network, NBN Co requires a fixed wireless transmission site to provide high speed wireless broadband coverage to

Beverley and to serve as a key communications anchor point for other NBN wireless facilities in the wider Beverley area.

Further details regarding the proposal are contained in the submission from Daly International, attached hereto.

2. The subject site

The subject site is located at No. 1 (Lot 500) Mawson Road, Beverley, is approximately 514 Ha in extent, zoned 'Farming', and contains existing agricultural related pursuits. The site for the proposed facility can be accessed from Hamersley Street.

An in-depth site selection process was undertaken in the area prior to confirming the site as the preferred location. This process matched potential candidate sites against four key factors, namely:

- Town planning considerations (i.e. zoning, surrounding land uses, environmental significance and visual impact);
- The ability of the site to provide acceptable coverage levels to the area;
- Construction feasibility;
- The ability for NBN Co to secure a lease agreement with the land owner.

3. Public consultation

Selected land owners considered to be affected by the proposed development were contacted by mail. In addition, an Advertisement was placed in the West Australian newspaper on 11 October 2013. A Site notice was displayed at a conspicuous place on the entrance gate to the site on Hamersley Street.

Notices were also placed on the Shire's Notice Board and Website. A period of 21 days had been allowed for submissions to be made to the Shire.

A total of 17 submissions were received, comprising of 7 objections and 10 'no objections'. The schedule of submissions and the Shire's response thereto are discussed later in this report. Should Councillors so request, copies of the individual submissions can be made available.

4. Planning context

Shire of Beverley Town Planning Scheme No. 2

The site is zoned 'Farming' in the Shire of Beverley Town Planning Scheme No. 2 (TPS 2). The proposed use of 'Telecommunications Infrastructure' can be regarded as a 'Public Utility' land use in terms of Zoning Table 1 in TPS 2.

A 'Public Utility' is defined as follows in TPS 2:

A Public Utility means any work or undertaking constructed or maintained by a public authority or the Council as may be required to provide water, sewerage, electricity, gas, drainage, communications or other similar services.

A 'Public Utility' land use is an 'AA' use in the 'Farming' Zone, in terms of the abovementioned Table 1 Zoning table, which means that Council may, at its discretion, permit the use.

Shire of Beverley Local Planning Strategy

Section 8.1 of the Shire of Beverley Local Planning Strategy applies:

'Aim

To ensure the sustainable provision of timely infrastructure to service the demands of growing communities and to facilitate planned growth.

Strategy

The Council's strategy is to:

- ...
- *Ensure that essential infrastructure is appropriately maintained and expanded to accommodate timely growth and development;*
- ...
- *seek increased investment locally in high-speed communications infrastructure;*
- ...

Actions

The Council will:

- ...
- *work with the State Government, Commonwealth Government and telecommunication providers to improve internet speeds and the mobile telephone service;*
- ...

State Planning Policy No. 5.2 – Telecommunications Infrastructure

The Western Australian Planning Commission (WAPC) prepared State Planning Policy 5.2 (SPP 5.2) to provide guidance when considering planning applications for telecommunications infrastructure. The policy is intended to ensure that facilities are designed and installed in a manner that protects the visual character and amenity of local areas.

The guiding principles for the location, siting and design of telecommunications infrastructure include that telecommunication facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.

The policy identifies the matters to be taken into account when considering applications for the development of telecommunications facilities. These considerations include:

- the social and economic benefits of affordable and convenient access to modern telecommunications-based services for people and businesses throughout the state;

- continuity of supply of telecommunications services;
- protection of the environment;
- safeguarding visual amenity and streetscape;
- public safety, and;
- coordination with other services.

Guidelines for the Location, Siting and Design of Telecommunications Infrastructure

The guidelines, prepared by the WAPC, complement SPP 5.2. The guidelines provide advice on the location, siting and design of telecommunications infrastructure to assist local government in planning for telecommunications facilities at the local level. They are designed to be read in conjunction with SPP 5.2, any local planning scheme for the particular area, and any local planning policies relevant to telecommunications infrastructure.

Planning Bulletin No. 46 Applications for Telecommunications Infrastructure

The bulletin provides guidance on the *Telecommunications Act* including where planning applications are required, what telecommunication infrastructure is exempt from requiring planning approvals and matters to take into account in determining applications.

COMMENT

In assessing this application Council should consider, amongst others, the following matters:

The Shire of Beverley Town Planning Scheme No. 2:

The subject site is located within the Farming Zone and hence the following apply:
The objectives of the farming zone include:

- 'To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural areas.*
- b) To provide for a range of rural pursuits such as broad acre and diversified farming which are compatible with the capability of the land retain the rural character and amenity of the locality.*
- c) To retain farming land in large landholdings, to support primary production and prevent the creation of additional lots.*
- d) To consider non-rural uses, such as low key tourism where they can be shown to be of benefit to the district and not detrimental to primary production activity, natural resources or the environment.*
- e) To encourage generally the retention of and/or rehabilitation of remnant vegetation and support improved environmental outcomes in farming areas.*
- f) To prevent development in areas of extreme bushfire risk, and developments that may increase bushfire risk.*
- g) To minimise unplanned rural residential development.'*

Further to the above, setback requirements for the Farming Zone in terms of *Table 2*

– *Minimum Setbacks from Boundaries* in TPS 2, requires development proposals to be set back 15 meters from the street boundary and 10 meters from rear and side boundaries.

As submitted by the applicant in the application documentation, Shire Planner concurs that the proposal does not compromise the Farming zone objectives of TPS 2, and is furthermore consistent with the general requirements as:

- Minimum setbacks are easily achieved; the facility is setback approximately 23m from the south-eastern boundary and approximately 100m from the south western property boundary;
- The proposed facility has been sited to retain the land for its current use and thus maintain the potential of the agricultural land for primary production. Detailed siting has been undertaken with direction from the land owner to ensure the facility would not affect the agricultural yield of the land;
- The location chosen for the facility is such that it would not detrimentally impact upon the landscape or character of the rural area as its location is amongst existing vegetation and in an area that would not have a significant effect on an outlook across the landscape;

Shire of Beverley Local Planning Strategy

The proposal is deemed to be in pace with the directives of the Local Planning Strategy, where Council's actions are to "*work with the State Government, Commonwealth Government and telecommunication providers to improve internet speeds ...*".

State Planning Policy No. 5.2 – Telecommunications Infrastructure, and Guidelines for the Location, Siting and Design of Telecommunications Infrastructure

In response to the above Policy & Guidelines, the consultants submitted **Annexure 4** as part of their planning submission (attached hereto), briefly discussed below:

Policy:

There should be a co-ordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.

Consultant's response:

NBN Co undertakes a carefully co-ordinated approach to the development of their network. Each site links into the wider National Broadband Network. The proposed site at Beverley will be linked into the fibre optic network and will service premises not fibred, including any future development which takes place outside of the fibre footprint. Therefore, locating at this site is imperative in order to provide fixed wireless broadband coverage to areas in Beverley which will not be fibred.

Policy:

Telecommunications infrastructure should be strategically planned and co-ordinated, similar to planning for other essential infrastructure such as networks and energy supply.

Consultant's response:

The complete National Broadband Network is strategically planned and individual sites are co-ordinated into the wider network much like other essential infrastructure. Whilst it is necessary for individual sites to achieve their coverage objectives it is essential that each site can be linked back into the network.

Policy:

Telecommunications facilities should be located and designed to meet the communication needs of the community.

Consultant's response:

The proposed facility seeks to provide fixed wireless broadband coverage to the Beverley area.

Policy:

Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.

Consultant's response:

The proposal is appropriately located in a Farming zone and well away from sensitive land uses. In order for the facility to provide fixed wireless broadband to the Beverley area, a height of 40m is required. NBN Co have sought to minimise the visual bulk of the facility through the use of a monopole structure. The proposed monopole is the least visually intrusive design option for a new base station and minimises the visual impact of a telecommunications structure in the area.

Policy:

Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.

Consultant's response:

A desktop study of this site indicated that the site is not affected by any heritage listings and no heritage items are located within close proximity of the site. Furthermore, no environmental values exist on the site.

Policy:

Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.

Consultant's response:

Prior to the commencement of work NBN Co contractors will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.

Policy:

Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.

Consultant's response:

A monopole has been selected with a circular headframe. The proposed monopole is the least visually intrusive design option for a new base station and minimises the

visual impact of a telecommunications structure in the area. The monopole will remain unpainted (dull grey colour), which has over time been demonstrated to most successfully blend with the uniform colours of the site's rural setting.

Policy:

Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the visual impact.

Consultant's response:

The proposed site will be linked to fibre thereby negating the requirement for overhead cabling.

Policy:

Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.

Consultant's response:

The proposed site is located within a rural setting as per the recommendations of this principle.

Policy:

The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.

Consultant's response:

There are no structures or buildings of sufficient height within the surrounding area that could facilitate NBN infrastructure. Therefore, the proposed site located at Beverley is considered to be the optimum planning solution in terms of impact upon amenity.

Policy:

Co-location of telecommunications facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.

Consultant's response:

Co-location of facilities has been investigated. There are no structures within the surrounding area that could facilitate NBN infrastructure. Where co-location is not viable, there is a need to provide a purpose built structure.

Policy:

Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.

Consultant's response:

The proposed facility will be set back 23m from the southern property boundary. The facility will be screened by existing vegetation along the southern property boundary which will aid in reducing the visual impact of the facility.

Policy:

Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with physical isolation and control of public access to emission hazard zones and use of minimum power levels consistent with quality services.

Consultant's response:

Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian Communications and Media Authority (ACMA, previously ACA). All NBN Co installations are designed to operate within these limits (**Appendix 5 – ARPANSA EME report**).

Policy:

Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and the amenity of users or occupiers of adjacent property, and ensure compliance with relevant health and safety standards.

Consultant's response:

During construction, NBN Co contractors will endeavour to minimise the impact of their works on the amenity of nearby residents and on the surrounding environment. Following construction, maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.

Public Consultation

As mentioned earlier in the report, the Public Consultation process elicited 17 submissions which are presented, together with the Shire's responses thereto, in the table below:

	Respondent	Property	Comment	Planner's Response
1	Vin & Anne Szczecinski PO Box 27 Beverley	795 Mawson Road	No objection to proposal.	Noted.
2	Barry Knight 16 Forrest Street Beverley	126 Forrest Street	No Objection to Proposal.	Noted.
3	S Morton 88 Brooking Street Beverley	88 Brooking Street	No Objection to Proposal.	Noted.
4	Barry Ross PO Box 63 Beverley	131 Forrest Street	No Objection to Proposal.	Noted.
5	JR & JB Farrell 43/76 Richwood Blv Ridgewood	35 Hamersley Street	No Objection to Proposal.	Noted.
6	Clare Moulton PO Box 40 Beverley	15 Smith Street	No Objection to Proposal.	Noted.
7	Allen Johnson 64 Mindarin Drive Quinns Rocks	200 Hamersley Road	No Objection to Proposal.	Noted.
8	RT Napier 125 Forrest Street Beverley	125 Forrest Street	No Objection to Proposal.	Noted.
9	Department of Water 7 Ellam Street Victoria Park	-	<p>The Avon River Flood Study shows that part of the lot is affected by flooding during major river flows with the 100 year ARI flood level at the location of the proposed telecommunications tower estimated to be ~193.6 m AHD. More importantly, the site of the proposed tower is located within the floodway.</p> <p>When development is proposed within the floodway our department assesses each proposal based on its merits and the factors examined include depth of flooding, velocity of flow, its obstructive effects on flow, possible structural and potential</p>	Noted.

			<p>flood damage, difficulty in evacuation during major floods and its regional benefit.</p> <p>For this particular proposal the following comments are provided:</p> <ul style="list-style-type: none"> - The proposed tower is not expected to obstruct flood flows and thereby detrimentally impact upon the existing flooding regime; - The proposal is considered to have regional benefit. <p>Consequently the proposal is considered to be acceptable with respect to major flooding. However it should be noted that the proposed tower may be subject to flood damages during major river flows.</p>	
10	DL Shaw 106 Roberts Road Kelmscott	12 Smith Street	<p>No Objection to proposal & Comment on proposal.</p> <p>The proposed wireless facility is some distance from my residential block on Smith street and would not be an obstacle in my area. We have noticed the aerial communication traffic in Perth has so increased that it interferes with radio waves giving us a poor radio reception. I trust this will not cause such a difficulty for Beverley residents. Nevertheless the 40 meter pole will be visible from my block and not in keeping with the surrounds of this quiet corner of Smith street.</p> <p>Preferred alternative avoiding crossing of river is the aligned area at the corner of the golf course (northern most point) of Sewell street, that is assuming the aerial is coming from York. This will be accessible to both the business and greater part of residential township of Beverley.</p> <p>Another Alternative is the industrial area on the Southern approach of the town, off the Great Southern Highway, which will be continuing transmission to Brookton.</p>	Please refer to: " Response to objections raised ", below.
11	Phil Gurney PO Box 306 Beverley	Lot 103 Hamersley Street	<p>Object to proposal & comment on proposal.</p> <p>My concern is the near proximity to my home and the adverse EMR report as provided by the World Health Organisation regarding these towers. Why not erect tower on hill with other</p>	Please refer to: " Response to objections raised ", below.

			Telstra Aerials?	
12	Cheryl Creighton PO Box 438 York	Lot 64 Hamersley Street	<p>Object to proposal.</p> <p>40m high is an eyesore on a rural landscape. This is taller than most trees in the area. The area is flood prone, so I would question safety and useability if that happens.</p> <p>This street is quiet, with little traffic. I question my quiet location and security would change. Is this safe for my health – proven by health professionals why build this in a low lying area when height would help drop out zones in the town.</p>	Please refer to: “ Response to objections raised ”, below.
13	Clive Ruffell PO Box 66 Beverley	Lot 400 Lukin Street	<p>Object to proposal & comment on proposal.</p> <p>I am a new resident to Beverley and I do not want a NBN tower at the end of my street. There are already towers on the hill and the NBN tower should also be on the hill.</p>	Please refer to: “ Response to objections raised ”, below.
14	Isobel PO Box 45 Beverley	Lot 92 George Street	<p>Object to proposal & comment on proposal.</p> <p>Too close to school. Why not put it well out of town on a hill?</p> <p>Very unclear proposal refers to both Beverley and the Greater Beverley area – is it covering both? Also unclear as to whether the signal is being received and broadcast via the air or fibre optically – both are mentioned. If over the air then users will need to purchase antennas to receive broadcast signal.</p> <p>What is it’s coverage area – km² or number of users? Will more towers need to be added later? Or extra panels to one tower?</p> <p>Why not use the hill the mobile tower is on?</p> <p>Not recommended to be within 500m of schools etc, so why can it be so close to residences? It is 335m to the closest residence. Any community consultation? The report says the facility will be minimised – how can you minimise a 35m tower?</p> <p>Annual maintenance – will this take a day, a week, what will be involved – trucks, cranes, what noise etc. Report does not say.</p>	Please refer to: “ Response to objections raised ”, below.

			<p>There will be constant noise from the a/c running 24/7.</p> <p>Under objectives of farming zone...to preserve the landscape and character of rural areas. The proposal goes against this.</p> <p>Sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.</p> <p>From the World Health Organization – Electromagnetic emissions have scientifically proven to raise the body temp by up to 1 degree. May not sound much but our bodies are designed to work at certain temperature to maintain homeostasis, throw this over a long period of time who knows what damage will be done to our bodies and children.</p> <p>Many experts warn that mobile phones, micro wave ovens, electric blankets (all considered safe) and other forms of electromagnetic radiation may be harmful, especially to children over a period of time.</p> <p>Parents need more than 21 days to research these claims and consider them carefully, before consenting to possible harmful exposure.</p> <p>Brain surgeon Dr Charlie Teo warns of electromagnetic radiation: <i>“To err on the side of safety I would try and limit the amount of electromagnetic radiation that you are exposed to”</i>.</p> <p>Gro Harlem Brundlandt, President of the World Health Organization (WHO) does not use a mobile phone, or a micro-wave oven.</p> <p>Brain scans show that radiation penetrates much more deeply into a child’s head. How big the impact on our children’s long-term health is unknown. It is as if they are guinea pigs in a global experiment of unprecedented proportions.</p>	
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			<p>Note 1. The map directing people to the location of the tower is misleading. The actual marker looks like a symbol showing north/south/east/west on a map. The address given is No 1 (lot 500) Mawson Road Beverley but there is no Mawson Road on the map.</p> <p>Note 2. The probable objection seems to be that folk might not like the look of the tower. Most of the information provided seems to be designed to confuse.</p> <p>Note 3. Stefan was not available on the days I enquired.</p> <p>Note 4. My interest in this matter is not entirely unselfish. My house is even closer to the tower than the school. I do not have a mobile phone, internet, microwave oven, television or cancer (yet), but I am 75 years old. I've lived my life. I'd like to think Beverley children had the same chance.</p> <p><i>Additional printed information was submitted by the respondent relating entirely to the use of mobile phones, and which is not repeated here as it is respectfully submitted to bear no relevance to the application at hand.</i></p>	
15	Rachel Lucas PO Box 266 Beverley	1 Dempster Street	<p>Object to the proposal.</p> <p>Too close to Beverley District High School and surrounding residences. They should use the hill the mobile phone tower is on.</p>	Please refer to: " Response to objections raised ", below.
16	Sharmaine L Dunham PO Box 420 Beverley	Lot 210 Hamersley Street	<p>Object to the proposal.</p> <p><i>No reasons given.</i></p>	Noted.
17	Teresa Reid 4 Smith Street Beverley	4 Smith Street Beverley	<p>Object to the proposal.</p> <p><i>No reasons given.</i></p>	Noted.

Response to objections raised:

With the assistance of the consultant on the technical components of the proposal, the responses to the relevant objections raised are given below:

1. Location: Proximity to town and residences

For the fixed wireless network to be effective the NBN Co base station is required to be as near to the target area as practical, therefore radio network base stations are located either in the centre or in close proximity to the target coverage area.

Unlike mobile telephone facilities, where the objective is to provide coverage to as many devices as far and wide as possible, the NBN facility is designed to serve a specified number of premises within a set coverage area. This facility is designed to serve premises in and around the Beverley townsite.

The tower would be connected into the wider network via optical fibre and broadcast the signal over the air to households and businesses. Line of sight is required between the tower and each property in order for a connection to be maintained and unlike mobile telephone coverage, signal strength drops significantly over distance.

The NBN facility operates with three (3) panel antennas which each serves approximately a 120° sector, ideally with each sector giving coverage to an independent area which would total 360° coverage from the facility. Additionally, each sector is designed to serve a limited number of premises in order for NBN Co to guarantee service reliability and speed across the network. If any one sector becomes 'overloaded' service reliability and speed is compromised.

In this instance, as the facility is not centrally located in the middle of town, the sectors have already been realigned to overlap the Beverley townsite so that any one sector is not 'overloaded'.

The facility is already at its threshold for sector balancing and if the tower were to move further away from the townsite, additional sector realignment would exclude other premises around Beverley, for which the facility is designed to serve.

Further to the above, prior to confirming Mawson Road as the preferred location, an in-depth site selection process was undertaken in the area based on desktop research and site visits.

The search area is centred on the township of Beverley and is comprised predominantly of urban land uses with residential, commercial and school districts throughout. Therefore candidates located outside of the township in rural and industrial areas were investigated as well as potential co-location opportunities with existing towers.

A previous application was made for a proposal near the existing water tanks to the east of town, however due to aviation safety issues the site could not be progressed. The industrial area to the south of town was investigated, however the location was ruled out due to radio frequency coverage objectives. The golf course

would move the tower further away from the target area and therefore, as explained above, impact on sector balancing of the facility which would exclude other premises in the area.

Co-location on existing Optus and Telstra towers or construction of a new tower in the same location (hill 2.8km NW of town) is not possible due to the distance from the target area resulting in insufficient coverage and poor sector balancing at the maximum available height.

Other sites around Beverley were also investigated and ruled out due to various reasons, as explained in the original Planning Application Report.

2. Visual Impact

(Please refer to the photomontage attached hereto).

Following on from the site selection process, the location and type of the proposed base station has been carefully chosen to reduce the visual impact. In order for the service to operate efficiently and provide a quality and reliable service to the end user, NBN Co requires line of sight to the desired coverage area which is achieved by sufficient elevation and clearance of its antennas above physical obstruction, such as built form, topographical features and vegetation.

In this particular instance, the target area is dominated by residential properties (including future development) and NBN Co was confined by the topography of the area. Whilst the base station will be visible to the surrounding area due to the height, attention has been given to the best siting and design possibilities to conceal the facility.

This includes the following:

- Locating the facility amongst existing vegetation which will aid in screening the base of the facility and reduce the visual impact of the tower.
- A monopole design has been chosen to minimise the visual impact. A monopole is considered slim-line in comparison to other tower designs. Where a lattice tower or guyed mast would dominate the skyline a monopole has considerably less bulk, reducing its profile.
- The monopole is proposed to remain unpainted in muted tones (dull grey in colour) which blends in with most sky conditions.
- The size of the monopole has been reduced to 40m, which is considered to be the minimum height capable of meeting coverage and operational objectives.
- The site is on relatively low lying land which has aided in reducing the total height of the facility across the skyline when viewed from the surrounding area.

3. Proximity to school and houses

The State Planning Policy, in regard to Telecommunications Infrastructure, does not include required setbacks from schools or houses and Council does not have a Local Planning Policy with regards to Telecommunications Infrastructure.

Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the Australian Communications and Media Authority (ACMA) require that all radio network base stations comply with the Australian Safety Standard and this does not include any specified setback of radio network base stations from any premises.

We acknowledge that some members of the public hold concerns relating to Electromagnetic Emissions (EME) and public health, however EME levels at houses and schools in the area are negligible (refer to item 4 below).

Beverley District High School is located 340m – 640m south-west of the proposed site and has been included in the EME report (Attached hereto) with a predicted EME level of 0.0069%. This is more than 14,000 times lower than the safety standard set by the Australian Government.

4. EME levels and Health

The Fixed Wireless Network is a licensed radio network subject to national safety standards for the transmission of radiofrequency signals. The standards relating to electromagnetic energy (EME) exposure levels are set by ARPANSA and administered by the government agency (the ACMA) and are based on the standards sanctioned by the World Health Organisation.

The NBN's Fixed Wireless Network operates at very low levels of radio power – sending relatively weak, localised signals to fixed points in the immediate surrounds. NBN confirms that they comply with the Australian Safety Standards.

To illustrate this Daly International has submitted a compliance report for the proposed facility demonstrating its maximum possible signal strength (Attached in the EME Report as part of the application documentation).

The predicted maximum EME level from the proposed fixed wireless facility is 0.0083%, which is more than 12,000 times lower than the standard level deemed safe by the Australian Government. It should be noted that this level would only be reached when the facility is running at full capacity.

ARPANSA and the AMCA require that all radio network base stations comply with the Australian Safety Standard and this does not include any arbitrary distance required from the facility for any premises.

5. Interference with TV & Radio

The NBN fixed wireless broadband network is licensed by the Australian Communications and Media Authority (ACMA) for the exclusive use of the OFDMA2350 frequency band. As NBN Co is the exclusive licensee of this sub-band, emissions from NBN Co equipment within the frequency band will not cause interference.

Filters also ensure that each facility meets the ACMA specifications for emission of spurious signals outside the NBN Co frequency allocations.

6. Flood prone area

NBN Co acknowledges that the area proposed for the facility is flood prone and as such all essential equipment is proposed to be housed on a 1.5m high raised platform which brings this equipment above the 1 in 100 year flood level. It should be noted that the proposed monopole is flood proof, therefore is not required to be raised and will remain at the nominal ground level therefore not impacting the overall height of the facility.

Comments received from the Department of Water (quoted in the table above), indicates no objection, and indeed general support, for the proposed facility.

7. Traffic impacts

The proposed facility is not considered a generator of traffic and generally would only require once annual maintenance visits once constructed. These maintenance visits would only require a single vehicle to access the site and would usually remain for a period of a few hours.

8. Additional information

The type of NBN service a premises receives is determined by premise density count, the most timely and cost effective way to get a service connection to a premises, and when this service is outside the fibre footprint, a signal strength validation.

If premises can receive a Fixed Wireless signal, at the strength required by NBN Co, then the premises can take a Fixed Wireless service. If the signal strength is insufficient (or inconsistent) during the signal strength validation step, then a Satellite Service will be offered.

For each connection type, a standard installation will be provided without charge. In this instance, the proposed facility is designed to cover those residents and businesses within and in close proximity to the town of Beverley, that would not be receiving a fixed line connection.

The tower would be connected into the network via optical fibre and broadcast the signal over the air to households and businesses. Line of sight is required between the tower and each property in order for a connection to be maintained and unlike mobile telephone coverage, signal strength drops significantly over distance.

CONCLUSION

The proposal will be recommended for approval on the grounds of the following:

- The proposal is deemed to be consistent with the relevant State Planning Policies, the Shire of Beverley Local Planning Strategy and the Shire of Beverley Town Planning Scheme No. 2;
- The proposal is not deemed to pose any health risks in terms of the envisaged EME levels;
- As a result of the design specific considerations and siting of the proposed facility (which is in many aspects informed by technical and broadband

coverage objectives), the proposal is deemed to present minimal visual impact;

- The proposal will benefit the wider Beverley district by the provision of a high speed broadband service.

CONSULTATION

Consultation was conducted as described earlier in the report.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Simple majority required.

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval to develop Telecommunications Infrastructure (a Fixed Wireless Facility - tower and ancillary infrastructure) at 1 (Lot 500) Mawson Road, Beverley subject to the following conditions and advice notes:

Conditions:

1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.

Advice Notes:

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

COUNCIL RESOLUTION

M4/1113

Moved Cr: Murray

Seconded Cr: Shaw

That Council resolve to grant planning approval to develop Telecommunications Infrastructure (a Fixed Wireless Facility - tower and ancillary infrastructure) at 1 (Lot 500) Mawson Road, Beverley subject to the following conditions and advice notes:

Conditions:

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. A warning light shall be fitted to the top of the tower to the satisfaction of the Shire of Beverley.**

Advice Notes:

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

CARRIED 8/0

2:32pm – Cr Alexander re-joined the meeting.

9.3 Industry – Rural & Intensive Agriculture Application Lot 111 Little Hill Rd

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 06 November 2013
APPLICANT: Reginald Andrews
FILE REFERENCE: LIT 5002
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Application Letter, Locality Map, Site & Elevation Plans of Proposed Sheds 'A' & 'B'

SUMMARY

An application has been received to conduct a combination of an *'Industry-Rural'* & an *'Intensive Agriculture'* land use at Lot 111 Little Hill Road, Beverley. It will be recommended the application be approved.

BACKGROUND

The subject site is located at Lot 111 Little Hill Road, Beverley, is 66.4 Ha in extent, zoned *'Farming'*, and contains an existing Macadamia orchard.

COMMENT

As submitted in the Application Letter (attached hereto), the intention is to develop a Macadamia Orchard and a Processing Shed for drying and storage of the Macadamia nuts. A further shed is proposed for storage of machinery and equipment used on the farm.

The proposal should be considered as follows:

- 1) An irrigated Macadamia Orchard (*'Intensive Agriculture'* land use); and
- 2) A processing shed for Macadamia nuts (*'Industry – Rural'* land use).

The Shire of Beverley Town Planning Scheme No. 2 (TPS 2) defines the proposed land uses as follows:

'Intensive Agriculture':

Means the use of land for the purposes of trade, commercial reward or gain, including such buildings and earthworks normally associated with the following-

- (a) The production of fruit and nuts;*

'Industry-Rural':

Means an industry handling, treating, processing or packing primary products grown, reared or produced in the locality...

Both the abovementioned land uses are cross referenced as so-called 'AA' uses in the *'Farming'* Zone in Zoning Table 1 in TPS 2. An 'AA' designation means that the use may be permitted at Council's discretion.

Further to the above, Clause 3.5 of TPS 2 reads as follows:

Objectives of the Farming Zone:

- a) To protect the potential of agricultural land for primary production and to preserve the landscape and character of rural areas;*

- b) *To provide a range of rural pursuits such as broad acre and diversified farming which are compatible with the capability of the land & retain the rural character and amenity of the locality...*

The recently Western Australian Planning Commission (WAPC) endorsed *Shire of Beverley Local Planning Strategy*, mentions under section 10.1 as follows:
...provide for intensive agricultural activities particularly where sustainable water resources exist and land management issues are appropriately addressed.

The Council's strategy is to protect productive agricultural land and support existing agricultural pursuits; and provide for new forms of agricultural development and practices.

It is submitted that the proposal adheres to the abovementioned prescripts. The proposed site specific siting of the orchard and the Macadamia nut processing sheds is such that no negative impact is anticipated from an amenity perspective. The proponent mentions that water for the venture will be sourced from the current dam on site as well as rainwater tanks.

CONSULTATION

No consultation was deemed required.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for an Industry-Rural and an Intensive Agricultural Land Use (Macadamia Orchard & Processing and Machinery Storage Sheds) at Lot 111 Little Hill Road, Beverley, subject to the following conditions and advice notes:

Conditions:

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

2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
3. The outbuildings shall not be used for human habitation or any other purpose unrelated to this approval.
4. No retail sales shall be conducted on or adjacent to the site.

Advice Notes:

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

COUNCIL RESOLUTION

M5/1113

Moved: Cr Shaw

Seconded: Cr Gogol

That Council resolve to grant planning approval for an Industry-Rural and an Intensive Agricultural Land Use (Macadamia Orchard & Processing and Machinery Storage Sheds) at Lot 111 Little Hill Road, Beverley, subject to the following conditions and advice notes:

Conditions:

1. If the development, the subject of this approval, is not **SUBSTANTIALLY COMMENCED** within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
3. The outbuildings shall not be used for human habitation or any other purpose unrelated to this approval.
4. No retail sales shall be conducted on or adjacent to the site.

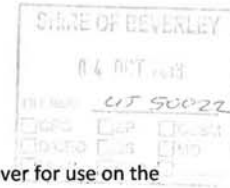
Advice Notes:

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

CARRIED 9/0

2:34pm – Shire Planner, Stefan de Beer left the meeting and did not return.

Attachment 9.3



Planning proposal for Reginald Andrews Lot 111 Little Hill road Beverley

The proposed Buildings are for the storage of machinery and equipment under cover for use on the Farm.

A processing shed for produce macadamia nuts is proposed so that produce is stored in a controlled environment for drying and safe storage.

The proposed sheds are a steel portal construction with colorbond wall cladding.

The siting of the sheds has been chosen to suite the land topography and make use of land that would not be otherwise used for agricultural purposes and allow for the future house to be sited near but not obstructed by the sheds. The shed will be on the edge of the original designated building envelope to make best use of the land. None of the buildings will be less than 118 meters from the closest boundary and on the opposite side of the property from the road. We have indicated the area a future house to be sited and would expect to be in position to undertake construction in the next 2 years and currently looking at designs and construction methods for the house.

The proposal is for the establishment of a Macadamia orchard to be established over a number of years with a planned maximum size of between 1000 and 2000 trees to make an economically viable size to the orchard. Tree rows will be a minimum of 8 meters apart due to the final size of the trees and their spreading nature and ease of access to the rows. The maximum area required will be 8 hectares taking into account the row spacing and access roads with the trees in blocks of 500 trees with 20+ meter breaks to reduce fire risk to the whole orchard.

Current trials have demonstrated that the trees will grow well in this area and they require irrigation in the summer months for 4 -5 months of the year. The use of drip lines and fertigation systems has and watering 2 days per week for 1 hour and has shown the trees to be grow well during the summer months with this watering schedule. Fertilizer use is with predominantly sea weed based solution which does seem to provide resistance to heat stress during the summer months. The water requirements are greatest for young trees and requirement will reduce as the trees mature and allow for gradual expansion of the orchard to the proposed final size. Water is planned from the current dam and rain water collected from building roofs. Experience in other areas of WA has shown the established trees do well with watering once per week .

Yours sincerely

Reg Andrews

4 October 2013

Attachment 9.3

ADDITIONAL SUBMISSION

Stefan De Beer

From: Reg Andrews [andrewsr@bigpond.net.au]
Sent: Monday, 18 November 2013 12:48 PM
To: Stefan De Beer
Subject: RE: PROPOSED DEVELOPMENT: LOT 111 LITTLE HILL ROAD
Attachments: pesticides-insect guide.pdf

Hello Stefan

I have a 4 ton truck for general cartage of farm goods and nut production when the time comes. I also use my land rover with a trailer for lighter loads as cheaper to run.

The nuts come into harvest over 3- 4 months as the different varieties flower at different times which means the harvest and transport of the crop occurs over a similar time frame.

After harvest the nuts have the outer husk removed immediately and then they are air dried on racks till the moisture content is around 10%. The nuts are best kept with a lot of air flow around them to prevent mould occurring from the moisture in the nuts. Storing the nuts in hoppers causes 2 problems 1 need to keep the air flow around the nuts and the larger the hopper the more damage to the kernel from the pressure of nuts colliding with each other and need to have inbuilt spiral paths etc to slow the rate speed of the nuts in the hopper. This method is costly and would not be economical in small scale operations. I plan to use drying racks and the nuts naturally dry in about 6 weeks and then production will come occur for the length of the harvest season. This is the reason for the 12m X 11.5 M shed to have plenty of room for the racks and air around them. On the east coast a lot of the growers use fans and heaters for the drying of the nuts but they are harvesting in the sub tropics and need to combat the high humidity not present in WA. The use of fans etc is not economic in a small scale operation.

In the smaller lot up to 1 ton they are easily handled in a container like a fruit bin which is easily handled with a small fork lift or truck mounter crane and off loaded at the other end in the same manner. You get paid on the weight and quality of your nuts so they are processed grower by grower and price is dependent on quality.

The local nut processor also prefers have the nuts arriving thought the season for ease of handling and providing a continuous stream of product.

The production is calculated on 10kg of nut in shell per tree. 500 trees X 10 = 5 tons of nut at maturity. To achieve this rate is usually around 8 – 10 years from planting.

I would anticipate that no more than 5 – 6 trips per year are required spaced over a 2 – 3 month harvest season.

As you can see from the list of insect pests most are endemic on the east coast only and specific to the notice macadamia areas. The dry climate in WA means more irrigation but less problems of the fungi and moulds that occur in the tropics. The relative isolation at Beverley is an advantage for not having the pests around. Crops grown in Karragullen over the past 20 years have not needed any pesticide use. Care does need to be taken with the use of pesticides as the native bee is the best pollinator of the flowers and so do not want to disturb them. The trees are prone to dieback disease as thy are from the banksia family of trees but are grown on resistant root stock to prevent this.

I will look at this again tonight when home from work to see if there is anything extra to add and email you on Tuesday.

Kind regards Reg

From: Stefan De Beer [mailto:planner@beverley.wa.gov.au]
Sent: Wednesday, 6 November 2013 2:05 PM
To: andrewsr@bigpond.net.au
Subject: PROPOSED DEVELOPMENT: LOT 111 LITTLE HILL ROAD

Hi Reg,

Can you please provide me with the following additional information for your application for planning approval:

Attachment 9.3

- 1) What type of vehicles are associated with the proposal (trucks, etc), what are their tonnage, and the frequency of use of the road in relation to the proposed operations?
- 2) Are you willing to keep a register of vehicle movements as a possible condition of planning approval?
- 3) Will you be using any pesticides on the trees and what method will be used to apply it? What chemicals do you anticipate to use?

Thanks,

Stefan de Beer

Shire Planner

Shire of Beverley

136 Vincent Street (PO Box 20)

Beverley WA 6304

Ph: (08) 9646 1200

Fax: (08) 9646 1409

Mob: 0429 998 533

Attachment 9.3

Chemical handy guide for macadamia pests

Canegrubs include: negatoria, southern one year

Mealybugs include: citrus, hibiscus, longtailed

Scales include: black (brown olive),

latania, long soft, macadamia mussel, macadamia white, pink wax, soft brown, white wax

✓ indicates that a trade product containing the active ingredient is registered in at least one Australian state.

Note that different trade names may have different withholding periods. Check the label before use.

NB = Non-bearing

NA = Not applicable

NS = None supplied on label

Active ingredient	Withholding period (days)	Aphids	Bananaspotting bug	Black citrus aphid	Canegrubs: see sidebar	Caterpillars - leafeating	Cornelian butterfly	Flower thrips	Fruitspotting bug	Green vegetable bug	Hairyline blue butterfly	Macadamia cup moth	Macadamia felted coccid	Macadamia flower caterpillar	Macadamia lace bug	Macadamia leafminer	Macadamia nutborer	Macadamia twig-gridler	Mealybugs: see sidebar	Nut stemborer	Rats	Red flat mite	Redshouldered leaf beetle	Scales: see sidebar	Yellow peach moth	
chlorpyrifos	NS																								✓	
coumatetralyl	NA																									✓
acephate	NA	✓												✓	✓	✓										✓
tebufenozide	28													✓												
methidathion	21	✓	✓										✓			✓	✓	✓	✓							✓
diazinon	14												✓													
beta-cyfluthrin	7									✓																✓
azinphos-methyl	7									✓																✓
carbaryl	NS/3											✓														✓
trichlorfon	2	✓								✓				✓												
endosulfan	2	✓	✓	✓						✓	✓	✓		✓	✓											✓
petroleum oil	1													✓												
sulphur	0																									✓
Bt	0					✓								✓												
ethoprophos	0 (NB)				✓																					

Attachment 9.3


Handy guides 2013

Chemical handy guide for macadamia diseases

✓ indicates that a trade product containing the active ingredient is registered in at least one Australian state.
Note that different trade names have different withholding periods—check the label before use.

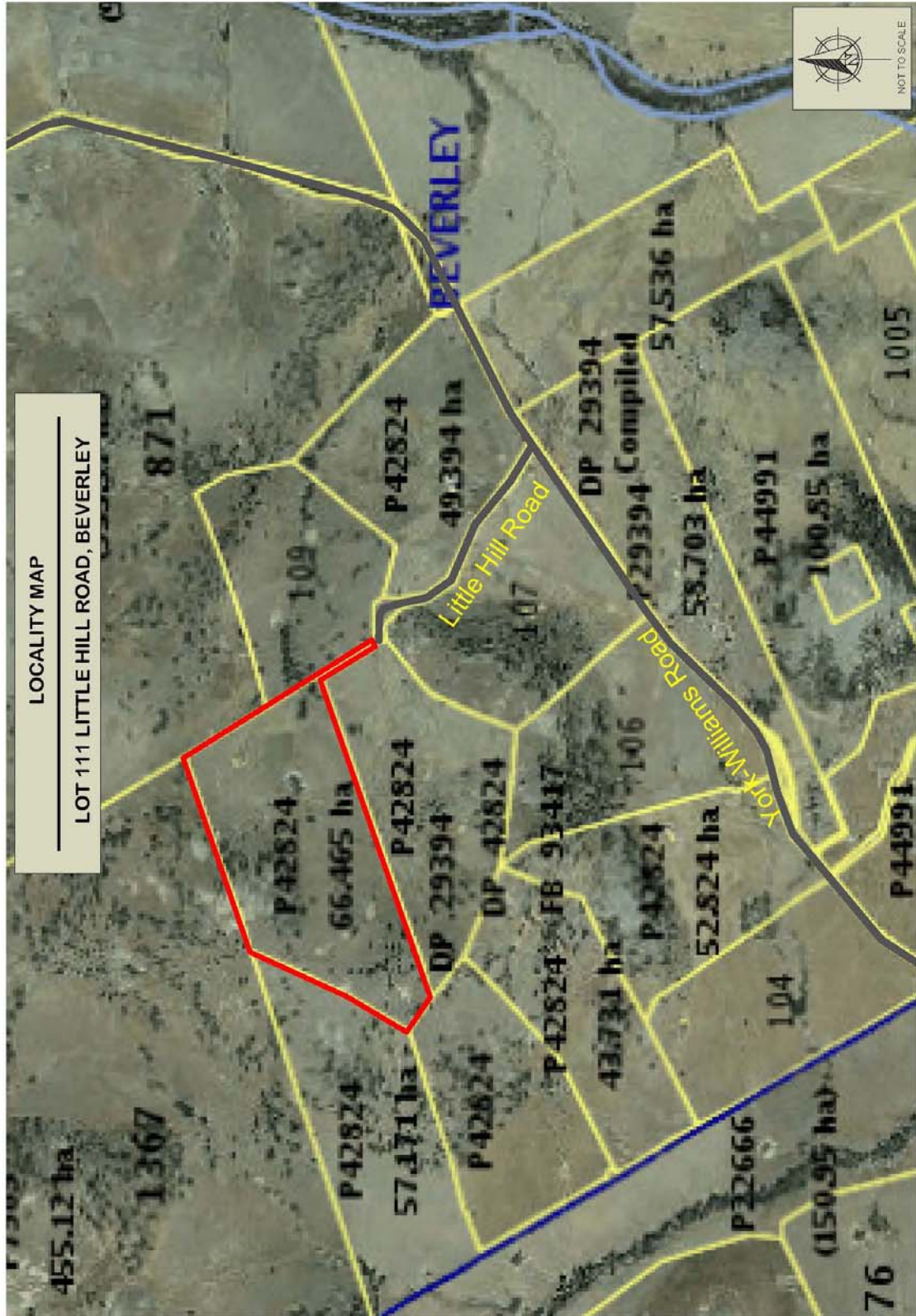
NA = Not applicable

SAFETY FIRST
Read the label
Follow the directions
Wear protective clothing

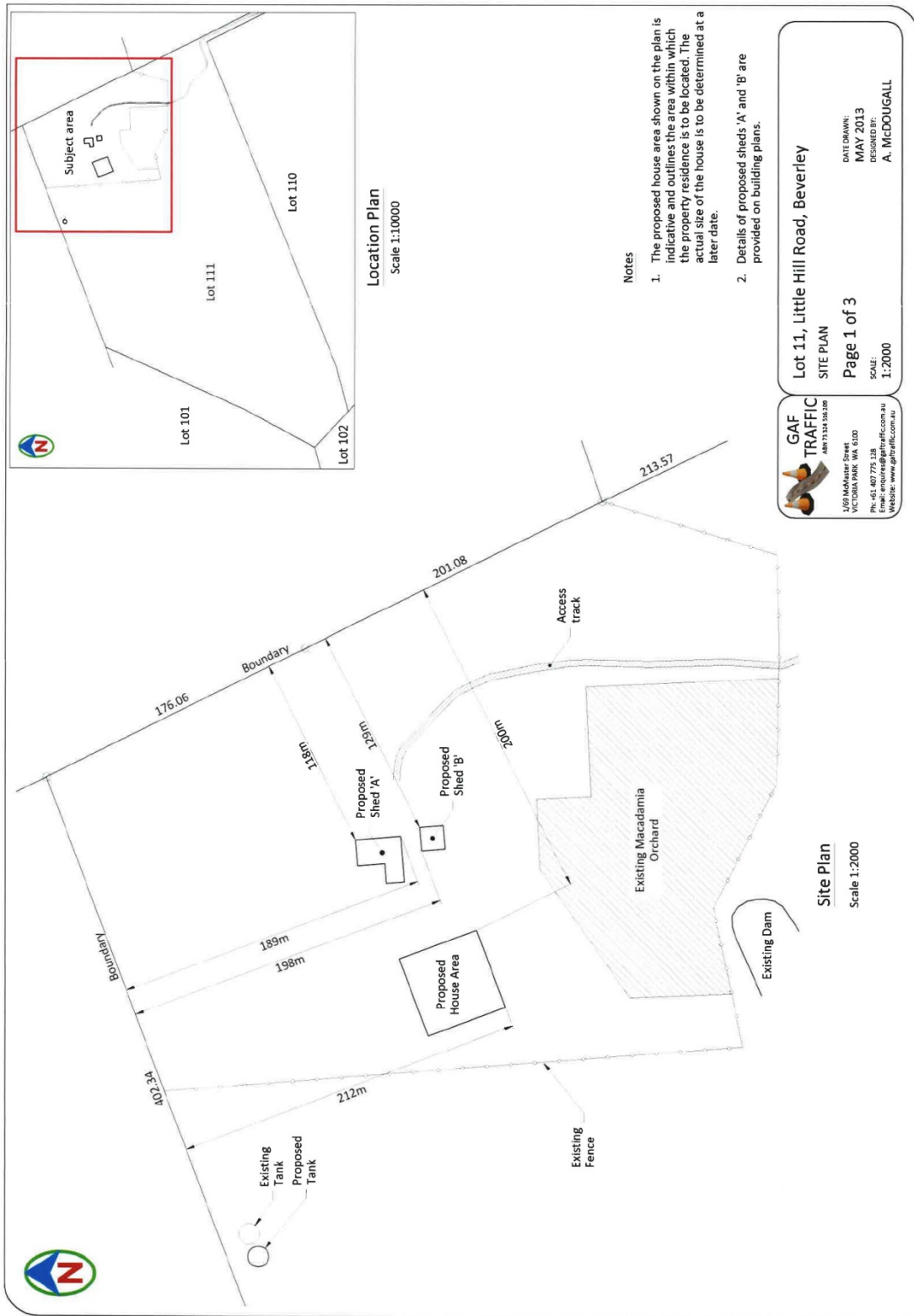
thiram	NA	NA				✓						
phosphorous acid	NA	NA				✓						
prochloraz as MnCl ₂ complex	NA	NA	✓									
copper hydroxide plus metalaxyl-M	28	28				✓						
copper oxychloride plus metalaxyl	28	28				✓						
metalaxyl-M	28	28				✓						
metalaxyl	28	28				✓						
benomyl	14	14				✓						
carbendazim	14	14			✓							
benomyl plus carbendazim	14	14		✓	✓	✓						
copper ammonium acetate	1	1				✓						
copper sulfate (tribasic)	1	1				✓						
copper oxychloride	1	1	✓	✓		✓						
cuprous oxide	1	1	✓	✓		✓						
copper hydroxide	1	1				✓						
iprodione	NA/o	1			✓							
Active ingredient 	Withholding period (days)		Alternaria blight	Anthracnose	Blossom blight	Botrytis blight	Macadamia husk spot	Phytophthora root rot	Phytophthora trunk/collar rot	Pink disease	Raceme (blossom) blight	Trunk and stem canker

GROWING GUIDE: Macadamia grower's handbook

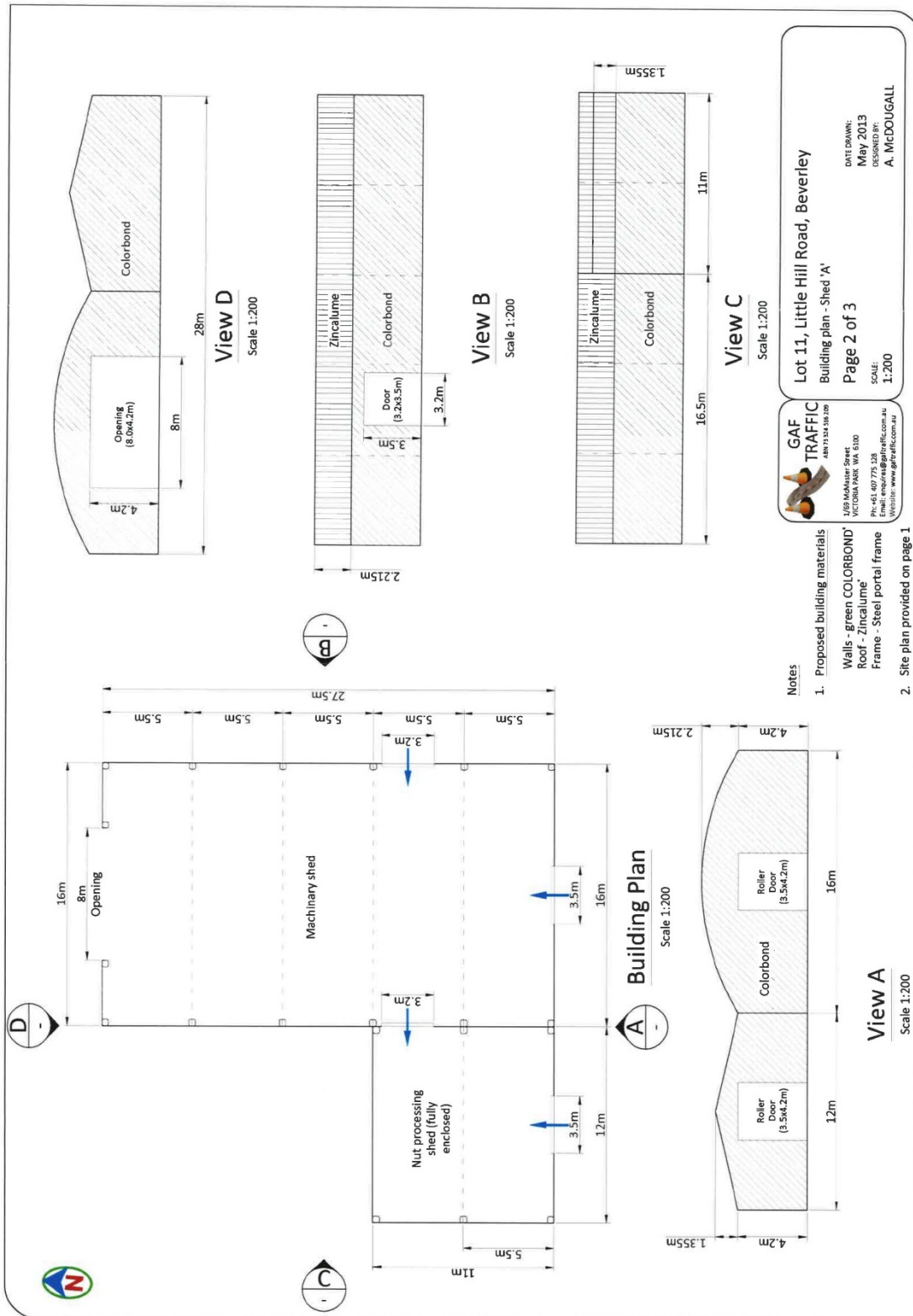
Attachment 9.3



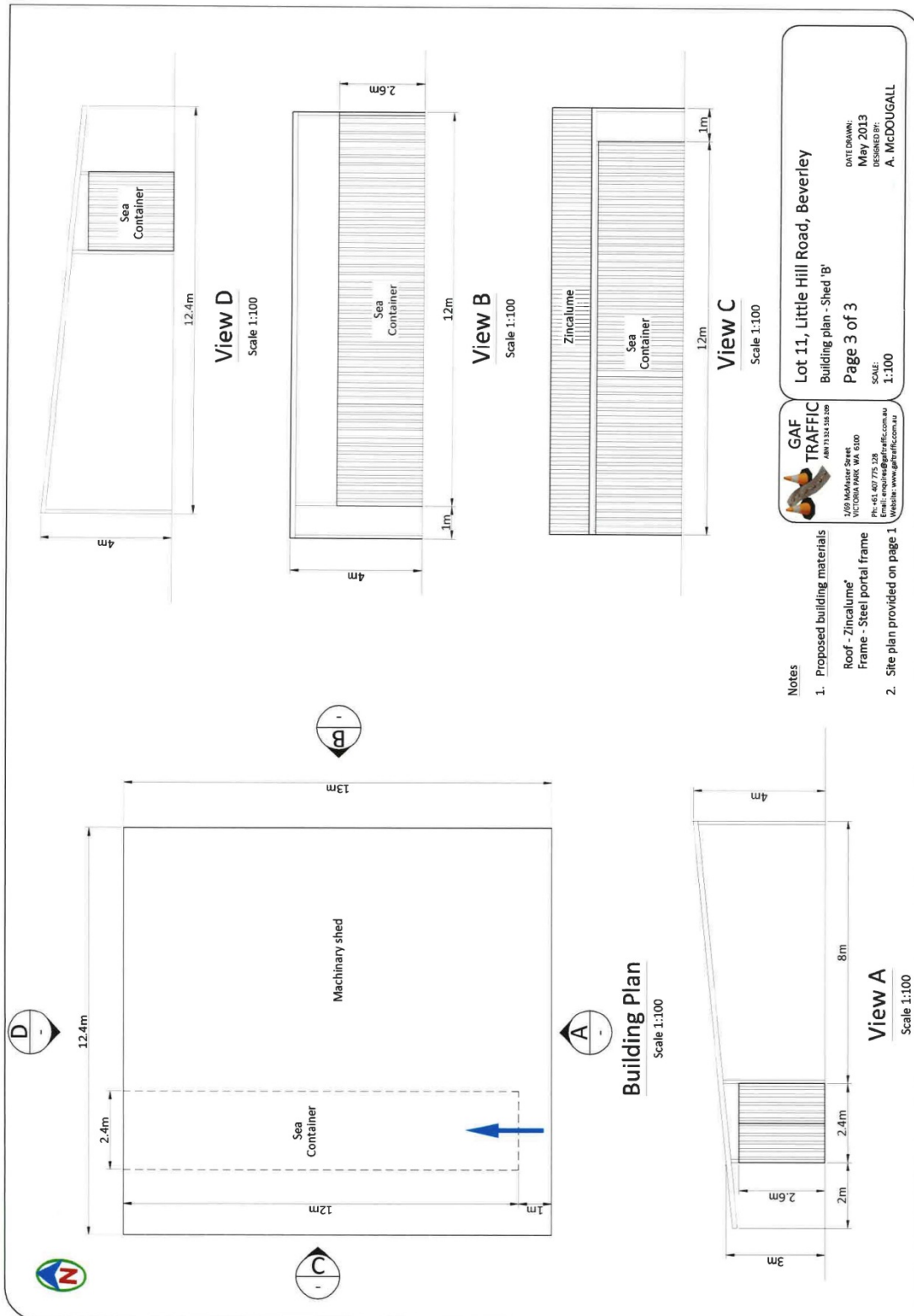
Attachment 9.3



Attachment 9.3



Attachment 9.3



10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 20 November 2013
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: October 2013 Financial Reports

SUMMARY

Council to consider accepting the financial reports for the period ending 31 October 2013.

BACKGROUND

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

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

COMMENT

The monthly financial report for the period ending 31 October 2013 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 2013/14 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION

That the monthly financial report for the month of October 2013 be accepted and material variances be noted.

COUNCIL RESOLUTION

M6/1113

Moved: Cr Pepper

Seconded: Cr Buckland

That the monthly financial report for the month of October 2013 be accepted and material variances be noted.

CARRIED 9/0

**SHIRE OF BEVERLEY
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 31 OCTOBER 2013**

	2013/14 ANNUAL BUDGET	2013/14 OCT BUDGET MONTH	2013/14 OCT ACTUAL MONTH	VARIANCE MONTH	2013/14 JULY- OCT BUDGET YTD	2013/14 JULY- OCT ACTUAL YTD	VARIANCE YTD	MATERIAL VARIANCES YTD
	\$	\$	\$	\$	\$	\$	\$	
OPERATING REVENUE								
General Purpose Funding	3,085,269	13,109	(137,304)	(150,413)	2,446,770	2,506,538	59,768	General Purpose Grants received greater than anticipated YTD \$29,199 and additional revenue from interim rates ,legal fee reimbursement, rate instalments and rate enquiries YTD \$22,685. Rate discount lower than anticipated \$6,368.
Governance	88,200	9,702	90	(9,612)	31,752	1,103	(30,649)	CCTV Grant funding unlikely to be received, variance YTD (\$29,875).
Law, Order Public Safety	448,142	92,786	39,962	(52,824)	100,097	71,299	(28,798)	CESM Reimbursements lower than anticipated YTD (\$37,719).
Health	0	0	0	0	0	0	0	
Education and Welfare	4,500	220	118	(102)	720	1,407	687	
Housing	86,316	9,495	7,458	(2,037)	31,074	23,764	(7,310)	Rental income lower than anticipated YTD (\$5,392).
Community Amenities	176,607	19,427	861	(18,566)	63,579	160,499	96,921	Annual Refuse and Recycling Charges received earlier than anticipated \$96,630
Recreation and Culture	1,388,010	7,476	4,893	(2,583)	588,832	352,417	(236,415)	CLGF Grant unlikely to be received, variance YTD (\$225,000)
Transport	736,332	177,600	6,028	(171,572)	190,412	35,392	(155,020)	Special Bridges Grant (\$66,000) and Direct Road grant (\$83,962) not yet received.
Economic Services	79,000	8,690	9,817	1,127	28,440	24,288	(4,152)	Public Standpipe income lower than anticipated YTD (\$3,761)
Other Property and Services	67,700	7,447	11,498	4,051	24,372	32,642	8,270	Workers Compensation reimbursement greater than anticipated YTD \$7,811.
	6,160,076	345,950	(56,579)	(402,529)	3,506,046	3,209,349	(296,697)	
LESS OPERATING EXPENDITURE								
General Purpose Funding	(40,853)	(1,962)	(1,879)	83	(8,319)	(14,065)	(5,746)	Printing expenses greater than anticipated YTD (\$5,250)
Governance	(208,616)	(6,380)	(11,909)	(5,529)	(113,679)	(106,123)	7,556	
Law, Order, Public Safety	(180,569)	(19,863)	(17,219)	2,644	(57,782)	(67,632)	(9,849)	Insurance expense greater than anticipated YTD (\$11,441)
Health	(86,605)	(9,527)	(7,201)	2,326	(27,714)	(28,829)	(1,115)	
Education and Welfare	(52,246)	(5,747)	(3,314)	2,433	(16,719)	(10,496)	6,223	Youth Officer expenditure less than anticipated YTD \$5,720
Housing	(223,557)	(24,591)	(58,673)	(34,082)	(71,538)	(109,555)	(38,016)	ILU Retention Fee to be recouped from Trust Fund (\$33,148)
Community Amenities	(524,453)	(57,690)	(36,587)	21,103	(167,825)	(179,695)	(11,870)	Environmental Services (\$6,520) and Avon River Foreshore (\$2,783) expenditure incurred earlier than anticipated.
Recreation and Culture	(1,223,740)	(134,611)	(115,884)	18,727	(391,597)	(392,349)	(753)	
Transport	(1,523,815)	(167,620)	(134,027)	33,593	(487,621)	(630,742)	(143,121)	Road Mtce (\$109,123) incurred earlier than expected and additional Depreciation expensed YTD (\$36,958)
Economic Services	(410,296)	(45,133)	(16,859)	28,274	(131,295)	(90,377)	40,917	Caravan Park maintenance \$5,822, Avondale maintenance \$22,955 and Contract Building Surveyor expense \$9,122 lower than anticipated YTD.
Other Property & Services	(37,380)	(14,274)	(37,488)	(23,214)	(37,557)	(69,148)	(31,591)	POC and PWOH allocations less than anticipated YTD .
	(4,512,130)	(487,397)	(441,040)	46,357	(1,511,644)	(1,699,010)	(187,366)	
<i>Increase(Decrease)</i>	1,647,946	(141,447)	(497,619)	(356,172)	1,994,402	1,510,339	(484,063)	

**SHIRE OF BEVERLEY
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 31 OCTOBER 2013**

	2013/14 ANNUAL BUDGET	2013/14 OCT BUDGET MONTH	2013/14 OCT ACTUAL MONTH	VARIANCE MONTH	2013/14 JULY- OCT BUDGET YTD	2013/14 JULY- OCT ACTUAL YTD	VARIANCE YTD	MATERIAL VARIANCES YTD
	\$	\$	\$	\$	\$	\$	\$	
ADD								
Principal Repayment Received -Loans	11,306	0	0	0	0	0	0	
Provision for Long Service Leave	0	0	0	0	0	0	0	
Profit/ Loss on the disposal of assets	(32,500)	0	0	0	0	0	0	
Depreciation Written Back	924,853	101,734	93,159	(8,575)	295,953	370,532	74,579	Additional depreciation expensed
Book Value of Assets Sold Written Back	279,500	0	0	0	0	0	0	
	1,183,159	101,734	93,159	(8,575)	295,953	370,532	74,579	
<i>Sub Total</i>	2,831,105	(39,713)	(404,460)	(364,747)	2,290,355	1,880,871	(409,484)	
LESS CAPITAL PROGRAMME								
Purchase Tools	0	0	0	0	0	0	0	
Purchase Land & Buildings	(1,327,640)	0	(11,600)	(11,600)	0	(24,298)	(24,298)	Capital works in line with Budget Estimates, expenditure earlier than anticipated.
Infrastructure Assets - Roads	(2,352,462)	(235,246)	(21,539)	213,707	(799,837)	(30,989)	768,848	Capital works in line with Budget Estimates, under expenditure for the first four months.
Infrastructure Assets - Recreation Facilities	(544,000)	(490,000)	0	490,000	(490,000)	(4,559)	485,441	Capital works in line with Budget Estimates, under expenditure for the first four months.
Infrastructure Assets - Other	(20,000)	0	0	0	0	0	0	
Purchase Plant and Equipment	(940,020)	0	(24,292)	(24,292)	0	(27,042)	(27,042)	Capital purchases in line with Budget Estimates, expenditure earlier than anticipated.
Purchase Furniture and Equipment	(105,000)	0	0	0	0	15	15	Credit in Recreation Centre Development - Wall Mounted TV bracket
Repayment of Debt - Loan Principal	(66,517)	0	0	0	0	0	0	
Transfer to Reserves	(126,081)	0	0	0	0	(17,076)	(17,076)	Transfers to Cash Backed Reserve Accounts (Interest earnings) earlier than anticipated.
	(5,481,720)	(725,246)	(57,431)	667,815	(1,289,837)	(103,949)	1,185,888	
ABNORMAL ITEMS								
Plus Rounding	0	0	0	0	0	1		
	(5,481,720)	(725,246)	(57,431)	667,815	(1,289,837)	(103,948)	1,185,888	
<i>Sub Total</i>	(2,650,615)	(764,959)	(461,891)	303,068	1,000,518	1,776,923	776,404	
LESS FUNDING FROM								
Reserves	400,000	0	0	0	0	0	0	
Loans Raised	0	0	0	0	0	0	0	
Closing Funds	2,250,615	0	0	0	2,250,615	2,243,381	(7,234)	Minor adjustments made to 12/13 closing balance post Budget adoption.
	2,650,615	0	0	0	2,250,615	2,243,381	(7,234)	
NET (SURPLUS) DEFICIT	0	(764,959)	(461,891)	303,068	3,251,133	4,020,304	769,170	

SHIRE OF BEVERLEY	
SUMMARY OF CURRENT ASSETS AND LIABILITIES	
FOR THE PERIOD ENDING 31 OCTOBER 2013	
CURRENT ASSET	ACTUAL
Cash at Bank	
- Cash Advance	300.00
- Cash at Bank	320,073.26
- Investments Unrestricted	3,366,196.70
- Investments Reserves	1,595,764.53
Sundry Debtors General	714,917.94
Stock on Hand	8,739.80
Self Supporting Loans	
GST	
Total Current Assets	6,005,992.23
LESS CURRENT LIABILITIES	ACTUAL
Sundry Creditors	277,517.56
Interest Bearing Loans and Borrowings	66,516.50
Provisions for Annual and Long Service Leave	303,601.47
Total Current Liabilities	647,635.53
ADJUSTMENTS	
Less Cash Backed Reserves	(1,595,764.53)
Plus Interest Bearing Loans and Borrowings	66,516.50
Plus Annual Leave Cash Backed Reserves as at 30/06/2013	136,520.41
Plus LSL and Gratuity Cash Backed Reserves as at 30/06/2013	105,147.00
Less Deferred Pensioner Rates Non-Current as at 30/06/2013	(61,778.00)
Plus Reimbursement - Current Asset Portion of S/Supporting loan 117 2013-14	11,306.00
Total Adjustments	(1,338,052.62)
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES	\$4,020,304.08

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT 31 OCTOBER 2013**

This section analyses the movements in assets, liabilities and equity between 2012/13 and 2013/14.	Actual 2012/13 \$	Actual 2013/14 \$	Variance \$
Current assets			
Cash and cash equivalents	3,607,179	5,282,334	1,675,155
Trade and other receivables	390,412	714,918	324,506
Inventories	11478	8,740	(2,738)
Other assets	0	0	0
Total current assets	4,009,069	6,005,992	1,996,923
Non-current assets			
Trade and other receivables	172,447	121,976	(50,471)
Property, plant and equipment	18,331,048	18,213,456	(117,592)
Infrastructure	39,332,895	39,166,828	(166,067)
Total non-current assets	57,836,390	57,502,259	(334,131)
Total assets	61,845,459	63,508,251	1,662,792
Current liabilities			
Trade and other payables	125,065	277,518	(152,453)
Interest-bearing loans and borrowings	66,517	66,517	1
Provisions	303,601	303,601	(0)
Total current liabilities	495,183	647,636	(152,453)
Non-current liabilities			
Interest-bearing loans and borrowings	1,141,734	1,141,734	(0)
Provisions	36,619	36,620	(1)
Total non-current liabilities	1,178,353	1,178,354	(1)
Total liabilities	1,673,536	1,825,990	(152,454)
Net assets	60,171,923	61,682,261	1,510,338
Equity			
Accumulated surplus	44,675,503	44,658,427	(17,076)
Change in net assets resulting from operations	0	1,510,338	1,510,338
Asset revaluation reserve	13,917,731	13,917,731	0
Other reserves	1,578,689	1,595,765	17,076
Total equity	60,171,923	61,682,261	1,510,338

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 31 OCTOBER 2013**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
MISC						
MS7-Private Works - Stockpile Gravel	0.00	4,991.25	2,235.78	2,638.92	9,865.95	9,865.95
MS8-Main Street Banners	0.00	32.50	28.32	33.32	94.14	94.14
RN01-Rural Numbering	133.00	0.00	0.00	0.00	0.00	133.00
Total MISC	133.00	5,023.75	2,264.10	2,672.24	9,960.09	10,093.09
ROAD						
0001 MORBINING RD	0.00	6,523.75	3,649.75	4,305.18	14,478.68	14,478.68
0002 WATERHATCH RD	0.00	2,592.50	1,330.60	1,565.37	5,488.47	5,488.47
0003 YORK-WILLIAMS RD	0.00	6,557.50	2,301.66	2,778.65	11,637.81	11,637.81
0004 KOKEBY EAST RD	0.00	2,152.50	737.80	871.07	3,761.37	3,761.37
0005 EDISON MILL RD	0.00	5,870.00	2,185.07	2,570.66	10,625.73	10,625.73
0006 BREMNER RD	0.00	2,127.50	715.15	842.34	3,684.99	3,684.99
0007 YENYENING LAKES RD	0.00	5,817.50	1,983.61	2,339.53	10,140.64	10,140.64
0008 TOP BEVERLEY YORK RD	0.00	2,016.25	913.10	1,106.75	4,036.10	4,036.10
0009 BALLY-BALLY RD	0.00	3,500.00	1,134.43	1,339.26	5,973.69	5,973.69
0010 DALE KOKEBY RD	0.00	1,532.50	471.56	554.78	2,558.84	2,558.84
0011 KOKENDIN RD	0.00	4,357.50	1,552.15	1,859.88	7,769.53	7,769.53
0012 TALBOT WEST RD	0.00	885.00	561.35	660.41	2,106.76	2,106.76
0013 BARRINGTON RD	0.00	3,597.50	1,196.63	1,412.12	6,206.25	6,206.25
0014 POTTS RD	0.00	2,667.50	940.41	1,106.38	4,714.29	4,714.29
0015 JACOBS WELL RD	0.00	2,192.50	796.74	937.35	3,926.59	3,926.59
0016 CLULOWS RD	0.00	1,865.00	687.19	808.46	3,360.65	3,360.65
0017 OAKDALE RD	0.00	2,110.00	695.84	823.26	3,629.10	3,629.10
0018 DONGADILLING RD	0.00	3,360.00	1,059.69	1,252.15	5,671.84	5,671.84
0019 QUALANDARY RD	0.00	710.00	195.76	231.98	1,137.74	1,137.74

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 31 OCTOBER 2013**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0020 BUTCHERS RD	0.00	687.50	302.12	355.42	1,345.04	1,345.04
0021 VALLENTINES RD	0.00	37.50	18.88	22.21	78.59	78.59
0022 LUPTONS RD	0.00	1,332.50	406.58	478.60	2,217.68	2,217.68
0023 SPRINGHILL RD	0.00	485.00	203.02	271.36	959.38	959.38
0024 DALEBIN NORTH RD	0.00	1,637.50	637.00	749.40	3,023.90	3,023.90
0025 BALLY-BALLY COUNTYPEAK RD	0.00	1,237.50	431.49	507.63	2,176.62	2,176.62
0026 ATHOL RD	0.00	2,127.50	747.59	883.39	3,758.48	3,758.48
0027 EWERTS RD	0.00	1,972.50	624.59	738.32	3,335.41	3,335.41
0028 NORTHBOURNE RD	0.00	762.50	245.46	288.78	1,296.74	1,296.74
0029 BERINGER RD	0.00	2,092.50	663.20	783.88	3,539.58	3,539.58
0030 GORS RD	0.00	1,982.50	533.97	631.15	3,147.62	3,147.62
0032 BALKULING RD	0.00	2,940.00	979.44	1,152.99	5,072.43	5,072.43
0033 GLENCOE RD	0.00	4,137.50	1,332.86	1,577.99	7,048.35	7,048.35
0034 ST JACKS RD	0.00	452.50	138.97	163.78	755.25	755.25
0035 RICKEYS RD	0.00	907.50	324.33	382.40	1,614.23	1,614.23
0036 GREENHILLS SOUTH RD	0.00	472.50	392.54	461.81	1,326.85	1,326.85
0038 PETCHELLS RD	0.00	1,047.50	704.49	830.49	2,582.48	2,582.48
0039 MAITLAND RD	0.00	1,237.50	349.32	410.96	1,997.78	1,997.78
0040 HOBBS RD	0.00	472.50	196.83	231.56	900.89	900.89
0041 SOUTHERN BRANCH RD	0.00	425.00	122.73	144.39	692.12	692.12
0042 WALGY RD	0.00	11,867.50	4,728.16	5,682.27	22,277.93	22,277.93
0043 CORBERDING RD	0.00	1,050.00	339.87	399.86	1,789.73	1,789.73
0044 SPAVENS RD	0.00	1,472.50	498.07	585.96	2,556.53	2,556.53
0046 BLACKBURN RD	0.00	300.00	75.53	88.86	464.39	464.39
0047 CARRS RD	0.00	762.50	217.14	255.46	1,235.10	1,235.10
0049 MILLERS RD	0.00	612.50	178.46	211.07	1,002.03	1,002.03

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 31 OCTOBER 2013**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0050 NEGUS RD	0.00	285.00	94.06	110.65	489.71	489.71
0052 EAST LYNNE RD	0.00	472.50	146.50	172.91	791.91	791.91
0053 PATTEN RD	0.00	500.00	151.06	177.71	828.77	828.77
0054 McDONALDS RD	0.00	1,670.00	480.85	567.38	2,718.23	2,718.23
0055 KIEARA RD	0.00	495.00	174.44	225.23	894.67	894.67
0056 RIFLE RANGE RD	0.00	662.50	189.11	223.60	1,075.21	1,075.21
0060 BATYS RD	0.00	550.00	182.46	214.65	947.11	947.11
0062 ROGERS RD	0.00	225.00	56.65	66.64	348.29	348.29
0064 FERGUSONS RD	0.00	437.50	120.06	141.25	698.81	698.81
0068 WOODS RD	0.00	187.50	47.20	55.54	290.24	290.24
0070 PICCADILLY RD	0.00	262.50	84.62	99.54	446.66	446.66
0071 MURRAYS RD	0.00	860.00	275.68	324.31	1,459.99	1,459.99
0072 SMITH RD	0.00	300.00	84.97	99.96	484.93	484.93
0073 JOHNSONS RD	0.00	395.00	131.34	154.52	680.86	680.86
0074 KILPATRICKS RD	0.00	860.00	243.80	287.53	1,391.33	1,391.33
0075 FISHERS RD	0.00	662.50	217.07	256.36	1,135.93	1,135.93
0076 HILLS RD	0.00	462.50	122.73	144.40	729.63	729.63
0077 WANSBROUGH RD	0.00	425.00	134.51	159.44	718.95	718.95
0078 BATEMANS RD	0.00	420.00	112.22	132.44	664.66	664.66
0079 DRAPERS RD	0.00	1,285.00	478.11	562.48	2,325.59	2,325.59
0080 MILLS RD	0.00	125.00	37.76	44.43	207.19	207.19
0084 McLEAN RD	0.00	112.50	35.96	42.30	190.76	190.76
0085 KI RD	0.00	1,567.50	484.38	571.54	2,623.42	2,623.42
0091 BENNETTS RD	0.00	475.00	182.46	237.15	894.61	894.61
0095 HEALS RD	0.00	225.00	71.92	84.61	381.53	381.53
0096 COUNTY PEAK RD	0.00	855.00	406.87	481.05	1,742.92	1,742.92

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 31 OCTOBER 2013**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0098 AVOCA RD	0.00	355.00	195.76	230.31	781.07	781.07
0100 MAWSON RD	0.00	652.50	491.66	578.41	1,722.57	1,722.57
0101 SIMMONS RD	0.00	35.00	63.45	74.66	173.11	173.11
0102 DOBADERRY RD	0.00	1,650.00	489.90	576.36	2,716.26	2,716.26
0103 FORREST ST	37.27	862.50	1,038.42	1,221.67	3,122.59	3,159.86
0104 LUKIN ST	0.00	250.00	202.52	238.27	690.79	690.79
0105 JOHN ST	0.00	133.75	345.90	406.95	886.60	886.60
0106 DAWSON ST	0.00	90.00	36.47	42.90	169.37	169.37
0107 EDWARD ST	0.00	11.25	18.76	22.08	52.09	52.09
0108 SMITH ST	0.00	123.75	83.88	98.69	306.32	306.32
0109 HARPER ST	0.00	148.75	130.89	154.00	433.64	433.64
0110 QUEEN ST	0.00	45.00	36.21	42.60	123.81	123.81
0111 DEMPSTER ST	0.00	1,276.25	807.53	950.05	3,033.83	3,033.83
0112 MORRISON ST	0.00	22.50	45.96	54.07	122.53	122.53
0115 HOPE ST	0.00	112.50	121.19	142.58	376.27	376.27
0116 MONGER ST	0.00	82.50	55.54	65.34	203.38	203.38
0119 SEWELL ST	0.00	11.25	18.76	22.08	52.09	52.09
0122 BROOKING ST	0.00	635.00	343.94	404.65	1,383.59	1,383.59
0123 NICHOLAS ST	0.00	1,985.00	896.34	1,056.91	3,938.25	3,938.25
0124 RICHARDSON ST	0.00	590.00	256.28	301.51	1,147.79	1,147.79
0125 VINCENT ST	0.00	981.25	680.50	800.61	2,462.36	2,462.36
0127 HORLEY ST	0.00	60.00	27.97	32.90	120.87	120.87
0128 HOPKIN ST	0.00	11.25	18.64	21.93	51.82	51.82
0129 BROCKMAN ST	0.00	22.50	27.97	32.90	83.37	83.37
0131 ELIZABETH ST	0.00	270.00	139.82	164.50	574.32	574.32
0135 ERNEST DR	0.00	90.00	74.56	87.72	252.28	252.28

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING 31 OCTOBER 2013**

	M & C (Exp)	POC (Alloc)	PWOH (Alloc)	Wages (Alloc)	Total Alloc (Exp)	Total Exp
0136 SHED ST	0.00	45.00	37.02	43.56	125.58	125.58
0137 RICKEYS SIDING RD	0.00	1,462.50	525.63	619.66	2,607.79	2,607.79
0139 CHESTILLION CT	0.00	12.50	9.32	10.97	32.79	32.79
0143 LUDGATE ST	0.00	150.00	37.76	44.43	232.19	232.19
0146 RAILWAY ST	0.00	120.00	46.61	54.84	221.45	221.45
0147 RAILWAY PDE	0.00	75.00	23.97	28.20	127.17	127.17
0149 COUNCIL RD	0.00	127.50	229.98	270.56	628.04	628.04
0154 WYALGIMA RD	0.00	135.00	37.64	44.29	216.93	216.93
0157 RIGOLL RD	0.00	112.50	37.76	44.43	194.69	194.69
0158 BELLROCK RD	0.00	150.00	37.76	44.43	232.19	232.19
0160 DUFFIELD ST	0.00	150.00	47.95	56.41	254.36	254.36
0166 WESTDALE RD	3,026.86	7,925.00	5,172.37	6,139.73	19,237.10	22,263.96
0167 MAWSON RD	0.00	3,815.00	1,394.32	1,645.15	6,854.47	6,854.47
0175 STEVE EDWARDS DV	0.00	150.00	47.20	55.54	252.74	252.74
0180 LITTLE HILL RD	0.00	137.50	47.20	55.54	240.24	240.24
5001 HUNT RD	0.00	377.50	205.08	241.27	823.85	823.85
8888 TREE LOPPING	0.00	2,367.50	4,012.04	4,727.76	11,107.30	11,107.30
9999 ROADS VARIOUS	9,979.42	6,172.50	5,101.06	6,001.30	17,274.86	27,254.28
Total ROAD	13,043.55	151,717.50	66,947.41	79,245.91	297,910.82	310,954.37
Total	13,176.55	156,741.25	69,211.51	81,918.15	307,870.91	321,047.46

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 31 OCTOBER 2013						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
9701-42341	Reserve Funds					
	Long Service Leave	106,284.34				
	Plant	80,025.78				
	Bush Fire Fighters	107,120.66				
	Building	329,063.43				
	Recreation Ground	324,218.36				
	Cropping Committee	224,095.64				
	Avon River Development	21,530.61				
	Annual Leave	137,997.07				
	Community Bus	32,261.68				
	Road Construction	233,166.96	1,595,764.53	63 days	3.70%	2/01/2014
2092-96973	Online Saver	805,445.51	351,018.53	Ongoing	2.25%	
9712-47247	Term Deposit	515,178.17	515,178.17	63 days	3.70%	2/01/2014
9717-93146	Term Deposit	500,000.00	500,000.00	32 days	3.60%	2/12/2013
9717-90965	Term Deposit	700,000.00	700,000.00	95 days	3.75%	3/02/2014
9718-88386	Term Deposit	1,300,000.00	1,300,000.00	77 days	3.80%	16/01/2014
	Total		4,961,961.23			

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 14 November 2013
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: October 2013 – 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 August 2013.

COMMENT

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

STATUTORY ENVIRONMENT

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

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

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

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

(3) A list prepared under sub regulation (1) or (2) is to be —

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION

That the List of Accounts as presented:

October 2013:

- (1) **Municipal Fund** – Account 016-540 239 838 056
 - Cheque vouchers: 1111-1119 incl totalling \$ 26,339.17 previously paid
 - EFT vouchers 04 October 2013 01-01incl totalling \$ 8,857.10 previously paid
 - EFT vouchers 09 October 2013 01-04incl totalling \$ 3,042.12 previously paid
 - EFT vouchers 10 October 2013 01-37incl totalling \$ 45,521.30 previously paid
 - EFT vouchers 14 October 2013 01-62incl totalling \$107,389.33 previously paid
 - EFT vouchers 18 October 2013 01-01incl totalling \$ 825.00 previously paid
 - EFT vouchers 24 October 2013 01-37incl totalling \$ 43,891.60 previously paid
 - EFT vouchers 24 October 2013 01-18incl totalling \$ 37,686.77 previously paid
 - EFT vouchers 25 October 2013 01-02incl totalling \$ 1,429.15 previously paid
 - EFT vouchers 31 October 2013 01-04incl totalling \$ 37,686.77 previously paid
- (2) **Trust Fund** – Account 016-239 838 123
- (3) Cheque vouchers: 1447-1451 incl totalling \$ 300.00 previously paid
 - EFT vouchers 14 October 2013 01-06incl totalling \$ 330.00 previously paid
- (4) **Direct Debit** Payments totalling \$ 57,272.56 previously paid
- (5) **Credit Card** Payments totalling \$ 156.87 previously paid

be received.

COUNCIL RESOLUTION

M7/1113

Moved: Cr Pepper

Seconded: Cr Shaw

That the List of Accounts as presented:

October 2013:

- (1) **Municipal Fund – Account 016-540 239 838 056**
- | | | |
|---|---------------------|------------------------|
| Cheque vouchers: 1111-1119 incl totalling | \$ 26,339.17 | previously paid |
| EFT vouchers 04 October 2013 01-01incl totalling | \$ 8,857.10 | previously paid |
| EFT vouchers 09 October 2013 01-04incl totalling | \$ 3,042.12 | previously paid |
| EFT vouchers 10 October 2013 01-37incl totalling | \$ 45,521.30 | previously paid |
| EFT vouchers 14 October 2013 01-62incl totalling | \$107,389.33 | previously paid |
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- (2) **Trust Fund – Account 016-239 838 123**
- (3) **Cheque vouchers: 1447-1451 incl totalling** **\$ 300.00** **previously paid**
- EFT vouchers 14 October 2013 01-06incl totalling** **\$ 330.00** **previously paid**
- (4) **Direct Debit Payments totalling** **\$ 57,272.56** **previously paid**
- (5) **Credit Card Payments totalling** **\$ 156.87** **previously paid**
- be received.

CARRIED 9/0

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	02/10/2013	CBA - MERCHANT BANKING	2013-09 SEP TRANSACTION FEES	-356.77	-356.77
Direct Debit	03/10/2013	CBA - MERCHANT BANKING	2013-09 SEP ACCCESS FEE	-46.14	-46.14
Direct Debit	03/10/2013	ANZ- TRANSACTIVE (ONLINE BANKING)	2013-10 OCT ONLINE BANKING	-79.90	-79.90
Direct Debit	03/10/2013	WESTNET PTY LTD	2013-10 OCT INTERNET ACCESS	-66.00	-66.00
EFT Pymt	04/10/2013	BDH - BEV DOME HIRE	DIESEL: 6,004 L	-8,857.10	-8,857.10
EFT Pymt	09/10/2013	FERGUSON Alec	2013-09 SEP DRIVERS LIC REMIBURSE: A FERGUSON	-12.50	
EFT Pymt	09/10/2013	HITACHI CONSTRUCTION MACHINERY (AUST) P/L	VARIOUS VEHICLES: SERVICE & PARTS	-2,518.09	
EFT Pymt	09/10/2013	MARSHALL Simon	REIMBURSE: ULP 13.52 L	-20.00	
EFT Pymt	09/10/2013	WALGA - WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISING: "THE WEST": TPS AMEND 21 (inc DISCOUNT) 16 AUG 13	-491.53	-3,042.12
Liability Chq	10/10/2013	AUST SUPER	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	BT FIN GP-LEONHARDT Scott	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	DOMINION SUPERANNUATION MASTER TRUST	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	SHIRE OF BEVERLEY	2013-10 OCT SAL DEDUCTIONS (08 OCT): RATES	0.00	0.00
Liability Chq	10/10/2013	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
Liability Chq	10/10/2013	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 08 OCT 13	0.00	0.00
EFT Pymt	11/10/2013	ADC PROJECTS	CRC BLDG: COMPLETION of REPAIR TENDER DOCUMENT	-2,078.45	
EFT Pymt	11/10/2013	ADVANCED AUTO LOGIC P/L	SUNDRY PLANT (SPL03): MATERIALS	-633.00	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	11/10/2013	AG IMPLEMENTS NORTHAM/MERREDIN	BE036 (LDR04): PARTS	-69.53	
EFT Pymt	11/10/2013	AIMS	2013-09 SEP FUEL TAX CREDITS	-266.09	
EFT Pymt	11/10/2013	AMPAC	2013-09 SEP RATES DEBT RECOVERY	-55.00	
EFT Pymt	11/10/2013	ARCHIVEWISE	2013-09 SEP STORAGE of ARCHIVES - 95 BOXES	-40.74	
EFT Pymt	11/10/2013	ASSET INFRASTRUCTURE MANAGEMENT	STAFF TRAINING: ROMAN II MENTORING & ROAD ASSET VALUATION	-2,395.80	
EFT Pymt	11/10/2013	AVG - AVON VALLEY GLASS	CRC BLDG: CLEAR GLASS	-33.35	
EFT Pymt	11/10/2013	AVON TRADING	AUG 2013: SUPPLIES	-751.29	
EFT Pymt	11/10/2013	AVON WASTE	3,884 BIN COLLECTION ME 20 SEP 13 INC RECYLING BINS & 1 x RECYCLING COLLECTION	-8,642.36	
EFT Pymt	11/10/2013	GRIFFIN VALUATION ADVISORY ex AVP VALUERS	2012/13 VALUES for LAND & BUILDINGS	-1,760.00	
EFT Pymt	11/10/2013	BDH - BEV DOME HIRE	DIESEL: 5,007 L	-7,426.88	
EFT Pymt	11/10/2013	BEV AG SOCIETY	2013 BEV AG SOCIETY SHOW: SPONSORSHIP	-1,500.00	
EFT Pymt	11/10/2013	BEV BAKERY	MORBINNING BFB TRAINING - 27 SEP 13 : 35 HOT DOG ROLLS	-24.50	
EFT Pymt	11/10/2013	BEV COUNTRY KITCHEN	COUNCIL MEET: 24 SEP 13	-140.00	
EFT Pymt	11/10/2013	BEV CRC (TELECENTRE)	2013 WILD WOMEN SEMINAR - 04 NOV 13: SPONSORSHIP	-1,000.00	
EFT Pymt	11/10/2013	BEV FARM SERVICES	NOXIOUS WEEDS - TOWN: CHEMICALS & OUTSIDE STAFF UNIFORMS	-573.87	
EFT Pymt	11/10/2013	BEV IGA	AUG 2013 PURCHASES	-767.44	
EFT Pymt	11/10/2013	BEV NEWS - Barry & Pauline	SEP 2013 ACCOUNT	-2,075.65	
EFT Pymt	11/10/2013	BEV SOARING SOCIETY	AERODROME: WATER COSTS for FIRE FIGHTING	-96.08	
EFT Pymt	11/10/2013	BEV STEEL FABRICATION (BEAULENE P/L)	BE010 (TRK13) & RD BROOM (RBR01): PARTS	-10.00	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	11/10/2013	BOC LIMITED	SEP 13: CYLINDER RENTAL + GAS PURCHASES	-200.49	
EFT Pymt	11/10/2013	BOULTON Kim	RECORD MANAGEMENT ASSISTANCE: 17 - 26 SEP 13	-423.50	
EFT Pymt	11/10/2013	BT FIN GP-LEONHARDT Scott	SUPER CONTRIB: FE 08 OCT 13	-166.86	
EFT Pymt	11/10/2013	CAS - CONTRACT AQUATIC SERVICES	1 of 5 INSTAL for 13/14 SWIMMING YEAR; OFF SEASON T/OVER, CHEMICALS	-17,002.59	
EFT Pymt	11/10/2013	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 08 OCT 13	-277.54	
EFT Pymt	11/10/2013	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 08 OCT 13	-82.11	
EFT Pymt	11/10/2013	COOTE MOTORS	BE038 (LDR06): PARTS	-442.04	
EFT Pymt	11/10/2013	COUNTRY COPIERS NORTHAM	COPIERS READINGS: 07 AUG - 23 SEP 13 & REPAIRS TO PRINTER	-1,999.02	
EFT Pymt	11/10/2013	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 21 DEC 12 - 03 OCT 13	-342.06	
EFT Pymt	11/10/2013	COVS PARTS	SUNDRY PLANT (SPL03) 7 BE3514 (TRL06): PARTS	-282.26	
EFT Pymt	11/10/2013	CUTTING EDGES EQUIPMENT PARTS	BE030 (BH02): PARTS	-39.82	
EFT Pymt	11/10/2013	DOMINION SUPERANNUATION MASTER TRUST	SUPER CONTRIB: FE 08 OCT 13	-84.27	
EFT Pymt	11/10/2013	DOWNER EDI WORKS	RD MTCE: 400L CATIONIC RAPID SET	-563.64	
EFT Pymt	11/10/2013	FIRE & SAFETY WA	FIRE BRIGADES: FIRE EXTINGUISHER & FIRST AID KIT	-359.57	
EFT Pymt	11/10/2013	FULTON HOGAN INDUSTRIES	RD MTCE: 2T EZSTREET BULK BAGS	-1,408.00	
EFT Pymt	11/10/2013	GOSNELLS HARDWARE	HARDWARE SUPPLIES	-2,322.40	
EFT Pymt	11/10/2013	GRONBEK SECURITY	VARIOUS BLDGS: SECURITY LOCKS	-2,614.12	
EFT Pymt	11/10/2013	HAINES NORTON	2013/14 RATES SUPPORT	-1,309.00	
EFT Pymt	11/10/2013	HEMPFIELD SMALL ENGINE	SUNDRY PUSH MOWERS, CHAINSAWS: PARTS	-159.00	
EFT Pymt	11/10/2013	IN2BALANCE	13/14 SUPPORT: RBO, FIXED ASSETS, GEN LEDGER	-21,670.00	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	11/10/2013	JASOL AUSTRALIA	VARIOUS BLDGS: CLEANING PRODUCTS	-962.14	
EFT Pymt	11/10/2013	JOSCO	ROAD BROOM (RBR01): PARTS	-627.00	
EFT Pymt	11/10/2013	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 08 OCT 13	-83.37	
EFT Pymt	11/10/2013	KLEENHEAT GAS (WESFARMERS) KLEENHEAT GAS P	2013/14 GAS CYLINDER RENTAL	-60.50	
EFT Pymt	11/10/2013	LANDGATE (VGO)	VALUATION FEES: 12 JUN - 13 SEP 13	-306.24	
EFT Pymt	11/10/2013	LIMITLESS PROMOTIONS	600 x 2016-2018 DOG REGISTRATION TAGS	-245.00	
EFT Pymt	11/10/2013	MARTINS TRAILER PARTS P/L	BE3506 (TRL05): PARTS	-228.18	
EFT Pymt	11/10/2013	McLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE: BEV SOARING SOCEITY; DIRT DRAG RACES; FCO RULINGS; HORSES on RES LAND	-2,902.92	
EFT Pymt	11/10/2013	MORRELL RH & DW (SCOTT)	AERODROME: WEED MANAGEMENT	-861.21	
EFT Pymt	11/10/2013	ORICA/SPECTRUM	2013-09 SEP CHLORINE CYLINDER RENTAL (ORICA)	-40.92	
EFT Pymt	11/10/2013	RA-AN ENTERPRISES	VARIOUS SITES: DOZER HIRE to PUSH GRAVEL	-8,030.00	
EFT Pymt	11/10/2013	RADIOWEST BROADCASTERS P/L	2013-08 AUG & 2013-09 SEP: INTERVIEW "AROUND THE TOWN" INTERVIEW	-110.00	
EFT Pymt	11/10/2013	RBB - RALPH BEATTIE BOSTWORTH P/L	CRC BLDG STABILISATION: PREP of ESTIMATE	-1,760.00	
EFT Pymt	11/10/2013	ROADSWEST	BRIDGE 3215 (BUTCHERS RD): EMERGENCY REPAIRS	-687.50	
EFT Pymt	11/10/2013	SHIRE OF BROOKTON	AUG 13 LOC GOV WEEK: REFRESHMENTS	-495.00	
EFT Pymt	11/10/2013	SHIRE OF WANDERING	CCZ GOLF DAY - NOM FEES x 3	-120.00	
EFT Pymt	11/10/2013	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 08 OCT 13	-703.86	
EFT Pymt	11/10/2013	TOTAL EDEN	VINCENT ST GARDENS & 59 SMITH ST: VARIOUS RETIC SUPPLIES	-374.50	
EFT Pymt	11/10/2013	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 08 OCT 13	-5,077.67	
EFT Pymt	11/10/2013	WHELANS	NETBALL COURTS: LEVEL SURVEY	-1,375.00	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
			(50% COSTS SHARED WITH BADGE)		
EFT Pymt	11/10/2013	WILSON Michael	2013-10 OCT BLARNEY ISSUE	-250.00	-107,389.33
Direct Debit	17/10/2013	3 MESSAGING	3 MESSAGING: 2013-10 OCT 13 SMS SERVICE FEE	-82.50	-82.50
EFT Pymt	18/10/2013	CONIGLIO AINSWORTH ARCHITECTS	ILU - CONTRACT ADMIN SERVICES (99%)	-825.00	-825.00
Liability Chq	24/10/2013	ATO - AUSTRALIAN TAX OFFICE	2013-10 OCT PAYG TAX	0.00	0.00
Liability Chq	24/10/2013	AUST SUPER	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	BT FIN GP-LEONHARDT Scott	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	DOMINION SUPERANNUATION MASTER TRUST	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	LGRCEU	2013-10 OCT UNION FEES	0.00	0.00
Liability Chq	24/10/2013	SHIRE OF BEVERLEY	2013-10 OCT SAL DEDUCTIONS (22 OCT): RATES	0.00	0.00
Liability Chq	24/10/2013	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
Liability Chq	24/10/2013	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 22 OCT 13	0.00	0.00
EFT Pymt	24/10/2013	AVON WASTE	1,920 BIN COLLECTION FE 04 OCT 13 INC RECYLING BINS & 1 x RECYCLING COLLECTION	-4,284.40	
EFT Pymt	24/10/2013	BDH - BEV DOME HIRE	DIESEL: 4,006 L	-5,961.33	
EFT Pymt	24/10/2013	BLECHY'S TYRE & BATTERY	SEP 13 - TYRE MAINTENANCE	-1,969.00	
EFT Pymt	24/10/2013	BT FIN GP-LEONHARDT Scott	SUPER CONTRIB: FE 22 OCT 13	-173.34	
EFT Pymt	24/10/2013	COLONIAL FIRST STATE-CORRIGAN Justin	SUPER CONTRIB: FE 22 OCT 13	-277.54	

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	24/10/2013	COLONIAL FIRST STATE-MOULTON Clare	SUPER CONTRIB: FE 22 OCT 13	-82.11	
EFT Pymt	24/10/2013	DOMINION SUPERANNUATION MASTER TRUST	SUPER CONTRIB: FE 22 OCT 13	-82.11	
EFT Pymt	24/10/2013	DPT of LANDS	RES AVON LOC 28804 - LEASE K227739 to 31 MARCH 2013	-898.69	
EFT Pymt	24/10/2013	FIRE & SAFETY WA	1 x POCKET WEATHER METER (FCO BOYLE, Darren)	-319.83	
EFT Pymt	24/10/2013	KINETIC SUPER (ACCTS SUPER)	SUPER CONTRIB: FE 22 OCT 13	-67.77	
EFT Pymt	24/10/2013	LGRCEU	2013-10 OCT UNION FEES	-77.60	
EFT Pymt	24/10/2013	NORTHAM CARPET COURT	HUNT RD VILLAGE U3: SUPPLY & INSTALL VINYL	-2,300.00	
EFT Pymt	24/10/2013	SUPERWRAP - PERSONAL SUPER PLAN	SUPER CONTRIB: FE 22 OCT 13	-703.86	
EFT Pymt	24/10/2013	TARGET AIRCONDITIONING P/L	LESS HALL REFURBISHMENT: DESIGN & TENDER ASSESSMENT	-2,200.00	
EFT Pymt	24/10/2013	UNIVERSAL PUBLISHERS P/L	ADVERTISING SHIRE in UBD WA CITIES & TOWNS	-660.00	
EFT Pymt	24/10/2013	WA SUPER (nee WALGSP)	SUPER CONTRIB: FE 22 OCT 13	-4,705.54	
EFT Pymt	24/10/2013	WATERMAN IRRIGATION	ASSET : BROOKING ST, RURAL RD STANDPIPE CARD ACCESS	-12,696.75	
EFT Pymt	24/10/2013	WESTRAC	BE021 (LDR05): HYDRAULIC PARTS	-226.90	-37,686.77
EFT Pymt	25/10/2013	CANNON HYGIENE	SPORTS COMPLEX: 13/14 SANITARY BIN SERVICE x 7	-1,230.15	
EFT Pymt	25/10/2013	MACTAGGART Paul	REIMBURSE: FIRST AID TRAINING, 7 SEP 2013	-199.00	-1,429.15
EFT Pymt	31/10/2013	AVON WASTE	1,920 BIN COLLECTION FE 18 OCT 13 INC RECYLING BINS & 1 x RECYCLING COLLECTION	-4,284.41	
EFT Pymt	31/10/2013	BEV CRC (TELECENTRE)	PRINTING of YOUTH FORUM, THANK YOU CARDS, MINUTES	-24.85	
EFT Pymt	31/10/2013	BEV GAS & PLUMBING	HUNT RD VILLAGE: SUPPLY & INSTALL WATER ISOLATING VALVE	-458.70	
EFT Pymt	31/10/2013	J & K HOPKINS	OFF FURNITURE: EXEC ASSIST	-628.00	-5,395.96
Direct Debit	31/10/2013	DPI - LICENSING SERVICES	SEP/OCT 13 LICENSING PAYMENTS	-56,641.25	-56,641.25

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque # 1111	11/10/2013	AUST SUPER	SUPER CONTRIB: FE 08 OCT 13	-79.02	-79.02
Cheque # 1112	11/10/2013	SMITH PH & CO	GRAVEL ROYALTIES: JAN - JUN 2013 (U/PAID 1000m3)	-2,200.00	-2,200.00
Cheque # 1113	11/10/2013	T-BONE BEVERLEY	MORBINNING BFB: TRAINING & AGM 26 SEP 13	-175.00	-175.00
Cheque # 1114	18/10/2013	ATO - AUSTRALIAN TAX OFFICE	2013-09 SEP BAS RETURN	-12,841.00	-12,841.00
Cheque # 1115	18/10/2013	TELSTRA	2013-10 OCT TELEPHONE ACCOUNTS	-1,364.86	-1,364.86
Cheque # 1116	18/10/2013	WESTERN POWER - NON ENERGY	POWER CONNECTION: TENNIS CLUB	-450.00	-450.00
Cheque # 1117	24/10/2013	SYNERGY	STREET LIGHTS: 25 AUG - 24 SEP 13 & L36 FORREST ST: 11 SEP - 08 OCT 13	-3,288.85	-3,288.85
Cheque # 1118	24/10/2013	WATER CORPORATION	2013-10 OCT WATER & SERVICE ACCTS	-5,861.42	-5,861.42
Cheque # 1119	24/10/2013	AUST SUPER	SUPER CONTRIB: FE 22 OCT 13	-79.02	-79.02
Gen Jrnl 2647	01/10/2013		DISHON CHQ re POLICE LIC - REC 30807 26 SEP 13 (W B MAHOOD)	-199.80	-199.80
Gen Jrnl 2649	07/10/2013		DISHON CHQ re RATES PYMT ASS 82 OPT 1 PIF DRAWER JD & LA HARVEY - 02 OCT 2013	-1,553.77	-1,553.77
Gen Jrnl 2654	14/10/2013		SEP 13 # - CREDIT CARD	-156.87	-156.87
Gen Jrnl 2656	22/10/2013		DISHON CHQ re POLICE LIC - REC 31019 18 OCT 13 (W B MAHOOD)	-415.25	-415.25
PAYMENTS RAISED IN CURRENT MONTH				-250,562.85	-250,562.85
WAGES & SALARIES					
EFT Pymt		WAGES & SALARIES	FE - 08/10/2013	-45,521.30	
EFT Pymt		WAGES & SALARIES	FE - 22/10/2013	-43,891.60	
WAGES & SALARIES				-89,412.90	-89,412.90
TRANSFERS to TRUST					

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
TRANSFERS to TRUST				0.00	0.00
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT				0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					
Cheque # 1102	10/09/2013	PEPPER Chris	12/13_CR_YR: 2nd PAY & ADJ PYMT APR-SEP 12	-3,312.50	
Cheque # 1108	27/09/2013	AUST SUPER	SUPER CONTRIB: FE 24 SEP 13	-79.02	
Cheque # 1109	27/09/2013	LEEWIN OCEAN ADVENTURE FOUNDATION	SPONSORSHIP: NOAH LEONHARDT for YOUTH EXPLORER LEEWIN OCEAN ADVENTURE	-200.00	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS				-3,591.52	-3,591.52
OTHER AMENDMENTS/GENERAL JOURNALS					
OTHER AMENDMENTS/GENERAL JOURNALS				0.00	0.00
INVESTMENTS					
Transfer	2/10/2013	Term Deposit 971790965	13/14 INVEST 04	-700,000.00	
Transfer	10/10/2013	Online Saver 209296973	3/14 INVEST 03 ONLINE SAVER (016540 209296973) FUNDS TFR for INTEREST RATE	-369,847.49	
Transfer	16/10/2013	Online Saver 209296973	3/14 INVEST 03 ONLINE SAVER (016540 209296973) FUNDS TFR for INTEREST RATE	-100,000.00	
Transfer	16/10/2013	Term Deposit 971855386	13/14 INVEST 05	-1,300,000.00	
INVESTMENTS				-2,469,847.49	-2,469,847.49
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					-2,813,414.76

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					
Bill Pmt -CCard	6/09/2013	WASHROOM ACCESSORIES	SPORTS COMPLEX: SCOTT I/FOLD HAND TOWELS	138.42	
Bill Pmt -CCard	09/16/2013	DOME MUNDARING	NATIONAL TRUST MEET - 16 SEP 2013	12.45	
Bill Pmt -CCard	09/19/2013	LANDGATE (VGO)	BAL on O/S INVOICE FROM JUL 2012	6.00	
				156.87	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT				156.87	
TRUST ACCOUNT DETAILS					
PAYMENTS RAISED IN CURRENT MONTH					
EFT Pymt	14/10/2013	ALEXANDER Jim	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - JAMES ALEXANDER	-80.00	
EFT Pymt	14/10/2013	DYE Robert	GYM KEY BOND REFUND: DYE Robert	-30.00	
EFT Pymt	14/10/2013	GOGOL Peter	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - PETER GOGOL	-80.00	
EFT Pymt	14/10/2013	RIDGWAY Joyce	GYM KEY BOND REFUND: RIDGWAY Joyce	-30.00	
EFT Pymt	14/10/2013	SHAW Sandra	GYM KEY BOND REFUND: SHAW Sandra	-30.00	
EFT Pymt	14/10/2013	WHITE David	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - DAVID WHITE	-80.00	-330.00
Cheque # 1447	11/10/2013	BUCKLAND Thomas	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - THOMAS BUCKLAND	-80.00	-80.00
Cheque # 1448	11/10/2013	DAVIS Don	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - DON DAVIS	-80.00	-80.00
Cheque # 1449	11/10/2013	PEPPER Chris	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - CHRIS PEPPER	-80.00	-80.00
Cheque # 1450	11/10/2013	ROBSON Roma	GYM KEY BOND REFUND: ROBSON Roma	-30.00	-30.00
Cheque # 1451	11/10/2013	WARD Susan	GYM KEY BOND REFUND: WARD Susan	-30.00	-30.00
				-630.00	-630.00
PAYMENTS RAISED IN CURRENT MONTH				-630.00	-630.00

TYPE	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
PAYMENTS UNPRESENTED IN CURRENT BANK #					
Cheque # 1447	11/10/2013	BUCKLAND Thomas	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - THOMAS BUCKLAND	80.00	
Cheque # 1448	11/10/2013	DAVIS Don	REFUND: 2013 LOCAL ELECTION NOMINATION FEE - DON DAVIS	80.00	
PAYMENTS UNPRESENTED IN CURRENT BANK #				160.00	160.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS				0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS					
Gen Jrnal 60	29/10/2013	Shire of Beverley	TFR of PYMT re RATES A51127 M & D WATTS (DEPOSITED TO INCORRECT BANK ACCOUNT)	-30.00	
OTHER AMENDMENTS/GENERAL JOURNALS				-30.00	-30.00
TOTAL EXPENDITURE for TRUST ACCOUNT					-500.00
TOTAL EXPENDITURE as reconciled to the OCTOBER 2013 BANK STATEMENTS					
Municipal Account Expenditure				-2,813,414.76	
Trust Account Expenditure				-500.00	
TOTAL EXPENDITURE for OCTOBER 2013				-2,813,914.76	

11.3 Sponsorship Request

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 1 November 2013
APPLICANT: Beverley District High School
FILE REFERENCE: ADM 0006
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider sponsoring the Beverley District High School's Newsletter.

BACKGROUND

A letter was received from Mr Norm Ireland, Principal of Beverley District High School, on 28 October 2013 requesting sponsorship of \$275 including GST to purchase supplies to continue to print the School Newsletter in colour.

In return for sponsorship, the sponsors will receive an advertising space in the fortnightly publication of the Newsletter for 2014 and feature in the School's website "Our Sponsors" section.

COMMENT

The Shire of Beverley has sponsored the School Newsletter for the past two years, 2011/12 and 2012/13.

STATUTORY ENVIRONMENT

Section 6.8 (1) of the *Local Government Act 1995* provides that;

A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required.*

FINANCIAL IMPLICATIONS

No 2013/14 Budget provision to sponsor the Beverley District High School Newsletter.

A Community Grants provision of \$10,000 is included in the 2013/14 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That \$275 including GST be donated to the Beverley District High School.

COUNCIL RESOLUTION

M8/1113

Moved: Cr Buckland

Seconded: Cr Shaw

That \$275 including GST be donated to the Beverley District High School.

CARRIED 9/0

11.4 Rates – Discount Dispute

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 19 November 2013
APPLICANT: Ms Helen Revill
FILE REFERENCE: ADM 0185
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

That Council consider granting a concession on Assessment 922, 20 Husking Street.

BACKGROUND

To be eligible to receive the rates discount in 2013/14, rate assessments were to be paid in full by 14 October 2013.

Rate payers also had the option of entering into an instalment plan by 14 October or to make special arrangements to pay as approved by the Chief Executive Officer.

As per policy, any assessment where no payments had been made by 14 October were sent an overdue notice allowing another 14 days to make payment. Any payments received after 14 October attracts penalty interest.

Ms Revill made an overdue rates payment of \$1,072.86 on 25 October 2013. At the time Ms Revill disputed that the discount available for those who paid on or before 14 October should be honoured as she did not receive an original rates notice. Further Ms Revill added that she always paid her rates early to take advantage of the discount.

COMMENT

Past records indicate that Ms Revill has been a consistent payer of rates, having received the rates discount each year since 2005.

Why Ms Revill did not receive the original rates notice but she did receive the overdue notice is a mystery outside of Council's control.

It is the understanding of staff that past precedent dictates that, regardless of reason, late rate payments received have not been honoured with a discount.

The discount that may have been received had payment been made by the due date totalled \$75.34. Penalty interest that was applied to the overdue amount totalled \$5.47.

STATUTORY ENVIRONMENT

Section 6.12 (1) of the *Local Government Act 1995* provides the following in regards to the power to defer, grant discounts, waive or write off debts:

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,
- which is owed to the local government.

** Absolute majority required.*

FINANCIAL IMPLICATIONS

If discount is honoured and penalty interest waived, \$80.81.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Rates recovery.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That:

1. Ms Helen Revill be advised that due to payment of rates for Assessment 922 being late, the discount which would have otherwise been applicable not be applied.
2. Penalty interest of \$5.47 on Assessment 922 be waived.

COUNCIL RESOLUTION

M9/1113

Moved: Cr Alexander

Seconded: Cr Gogol

That:

- 1. Ms Helen Revill be advised that due to payment of rates for Assessment 922 being late, the discount which would have otherwise been applicable not be applied.**
- 2. Penalty interest of \$5.47 on Assessment 922 be waived.**

CARRIED 9/0

11.5 Waterwise Councils Program

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 20 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0134
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Waterwise Councils Information

SUMMARY

That Council consider taking part in the Waterwise Councils program.

BACKGROUND

The Waterwise Councils program is run by the Water Corporation and is designed to build a working relationship between the Water Corporation and Local Government authorities so that both may more effectively and efficiently service mutual customers, while promoting water efficiency.

COMMENT

To become a Waterwise Council, there are a number of Criteria that need to be met. These criteria include:

Criteria 1

Sign a Memorandum of Understanding (MoU) with the Water Corporation to commit to participation in the Waterwise Councils Program.

1.1 Nominate an employee/position as a point of contact for water related issues.

1.2 Review council water consumption

- Identify and audit one of the top water using sites owned by the council.
- Include the water auditing of the other top water using sites in the Council's action plan.
- Use best endeavours to implement at least 50% of recommendations from the audit.

1.3 Complete an action plan

Plan must include all the mandatory corporate and community actions as listed in the program guidelines including:

- Waterwise verge policy.
- Waterwise purchasing policy.
- Promote the use of waterwise vegetation and irrigation within council properties.
- Interact with households and business ratepayers to promote water efficiency.
- Encourage community involvement in other WW Programs.

1.4 Report progress

Demonstrate substantial progress towards implementation of actions identified in the council's action plan.

Criteria 2

Ensure all appropriate staff members attend Water Corporation's Waterwise Specialist training sessions.

Criteria 3

Review irrigation of council grounds and public open space.

3.1 Demonstrate that irrigation systems using scheme water are operating effectively and efficiently. Apply only the appropriate volume of water the site requires; water budgeting.

3.2 Submit a water conservation plan to the Department of Water where required.

Criteria 4

No breaches of water licence terms or conditions set by the Department of Water in the past 12 months.

Criteria 5

No breach notice issued to council in the past 6 months from the Water Corporation (i.e. compliance with watering day rosters and daytime sprinkler bans)

A number of these criteria, 1, 1.1, 1.2, 2 and 5 can already be met; Criteria 3.2 and 4 are not applicable to the Shire of Beverley and the remaining Criteria 1.3, 1.4 and 3 could be met at some cost (total unknown) and staff time.

By meeting these criteria the Shire of Beverley would be recognised as a Waterwise Council by way of a Waterwise Council Certificate. Further Council would be able to utilise Waterwise branding in its public relations efforts.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Minimal – Staff training expenses.

STRATEGIC IMPLICATIONS

Objective: manage resources efficiently

Priorities: Develop options to manage use of water and energy

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council pursue Waterwise Council recognition for the Shire of Beverley.

COUNCIL RESOLUTION

M10/1113

Moved: Cr Davis

Seconded: Cr Gogol

That Council pursue Waterwise Council recognition for the Shire of Beverley.

LOST 0/9



WATERWISE COUNCIL PROGRAM DETAILS

PROGRAM PURPOSE

The purpose of the Waterwise Council Program is to build a co-operative working relationship between the Water Corporation and Local Government Authorities so that both may more effectively and efficiently service mutual customers, while promoting water efficiency.

RELATIONSHIP & PROGRAM BACKGROUND

WA has been gripped by climate change. This change has resulted in considerable resources being allocated to planning for WA's future water management. The blueprint for this is detailed in the State Water Plan, which clearly identifies that gains in water use efficiency, and not only securing more supplies, is an option which must be pursued aggressively. A priority area for efficiency gains is scheme water use.

Since Waterwise campaigns were enhanced and water restrictions were introduced in 2001, each year on average 44 GL of water have been saved and domestic per capita consumption was approximately 110 kL a person. The State Water Plan has set a more challenging domestic per capita target of 100 kL per person. To achieve this target, a comprehensive program to change water use practices is required. The Water Corporation has developed and is promoting its range of Waterwise programs, aimed at modifying water efficiency practices across Western Australia.

However, to continue to achieve water savings in the longer-term, more programs to change water use practices are required. The 'Waterwise Council' initiative for local governments is being developed to support behavioural changes in the community by encouraging the use of products and services designed to maximise efficient water usage. The partnership between the Water Corporation and Local Government Authorities will be an essential component of the effort to meet the further reduction in domestic per capita water consumption that the Government has set.

The importance of ensuring water is used efficiently is clearly demonstrated by the situation eastern states capital cities find themselves in, many have a complete ban on garden irrigation, and by the implementation of the State Government's permanent water efficiency measures. The permanent water efficiency measures require local councils to submit Groundwater Conservation Plans to the Department of Water. In addition, the Water Corporation has been requested by State Government to work closely with local councils to assist them to reduce their scheme water usage.

WATER CORPORATION SUPPORT

Training

The Water Corporation will provide for the facilitation of Waterwise Training and provision of all Waterwise training materials at no charge to councils participating. In addition training will be provided in a mutually agreed location so as to minimise the impact and inconvenience to attendees. Each training session is a standalone module which compliments the other sessions. There is a small degree of overlap as each session is not necessarily attended by the same audience.

Training and Reference Materials;

Each session is accompanied by a comprehensive reference manual for attendees to take away. In addition a number of handouts and other reference material are given to attendees to take away. Supporting documentation and examples are also given to attendees for both audit sessions.

Assessment;

There is a basic assessment at the end of each session which is an 'open book' assessment and takes approx. 15 minutes to complete. All of the answers are presented during the session and are included in the comprehensive manual attendees receive to take away as reference material. Attendees are required to achieve a pass mark of 80% to be recognised as having been Waterwise trained and receive a certificate for that session. The training includes;

Waterwise Garden Training;

A 4 hour session by local gardening expert John Colwill giving an overview of effective gardening techniques which will make gardens more water efficient. It gives a good introduction all of the Waterwise concepts including; Waterwise plant selection, soil preparation, mulching, irrigation considerations etc. This session is recommended for grounds keepers, parks and maintenance staff, customer service staff, administration staff etc.

Internal Auditing;

A 4 hour session developed by water auditing specialist Geoff Diver giving an introduction to internal water auditing and the audit process. The session does include a practical example where participants 'walk through' conducting an audit, determining water savings and developing a recommendation plan. After the session attendees should be familiar with the terms and requirements of undertaking an audit and may be able to physically undertake an audit of a small office block themselves. It will also give them the knowledge required to interact with an external auditor that may be hired to undertake a large audit and to be able to understand the report received. This session is of use particularly to building maintenance staff and administrators in this area.

External auditing;

A 4 hour session developed by irrigation audit specialist Colin Campbell. This session is an overview of what is required when undertaking an audit of irrigation and gives a solid introduction to the principles and processes required. After the session attendees should be familiar with the terms and requirements of undertaking an audit and may be able to physically undertake an audit of the external area outside of an office or a small public open space themselves. It will also give them the knowledge required to interact with an external auditor that may be hired to undertake a large audit and to be able to understand the report received. This session is of use particularly to parks and maintenance staff and administrators in this area.

Promotion

On completing the Waterwise criteria the Corporation will arrange for coverage of the Council's achievement within the local newspaper and local governments will then be able to promote themselves to the community as a 'Waterwise Council'. For this purpose, local government's achieving the 'Waterwise Council' endorsement will be provided with a logo for use on newsletters, signs and other promotional materials.

There will also be an official acknowledgement of the Council's achievement by way of presentation of a framed Waterwise Council Certificate by the Minister for Water, or similar dignitary, at an official recognition event.

The 'Waterwise Councils' will be promoted through the Water Corporation's Waterwise Programs advertising campaigns. In addition, the Water Corporation will promote the 'Waterwise Councils' and the partnership with Local Government Agencies where appropriate on the Corporation's website, within all Waterwise promotional material and at Waterwise events. As well as exploring any opportunities that may be available for cross promotional activities, including promotion of each other's activities to industry.

Ongoing Support

Councils are able to access the Water Corporation's Water Efficiency Measures information on its website and will also give councils access to its online 'Challenger' water diagnostic tool to assist the council to review water use at its top 2 scheme water using building sites.

Assistance for councils on their groundwater usage, water conservation plan requirements and templates etc will be provided by the Department of Water.

LOCAL GOVERNMENT AUTHORITIES SUPPORT

The Local Government Authority will work with the Corporation to support water conservation, take part in appropriate promotional activities and make all appropriate staff members available to attend the Waterwise training provided by Water Corporation.

The Local Government Authority will recognise the partnership and relationship with the Water Corporation and promote the Water Corporation where appropriate on the LGA's website, on LGA materials and at LGA events.



Memorandum of Understanding

This document represents an agreement between the **Water Corporation** and **Department of Water** and **Shire of Beverley**

Purpose

The purpose of this Memorandum of Understanding (MoU) is to detail the organisations' commitment to build a co-operative working relationship so they may more effectively and efficiently service mutual customers while promoting water efficiency.

Term

This MoU will guide the working relationship between the parties to achieve the MoU's intent for a 3 year period from the date of its signing. At the end of that time, the working relationship between the parties will be reviewed.

Background

The Water Corporation and the, Department of Water, with support from ICLEI – Local Government for Sustainability, have developed a Waterwise Council program. The aim of this program is to build a cooperative working relationship with local governments to promote sound water management and improve water use efficiency in local government and their communities.

Climate change and predictions of reduced water availability present significant challenges to those planning and managing our water resources. The State Water Plan provides a strategic framework to secure our water future. The plan highlights the importance of water use efficiency as well as securing new water supply sources.

The partnership with local governments through the Waterwise Council program will be an essential component of the effort to achieve water savings at both corporate and community level in the longer-term. It will assist councils to improve water management for public open space and to reduce overall water use. It will also support behavioural changes in the community by encouraging participation in Waterwise programs and the use of products and services designed to maximise efficient water use.

The Waterwise Council program has achieved substantial water savings. The program has saved over 11 gigalitres of water since the start of the program in 2009.

Recognition

On completing the Waterwise Council criteria a local government authority will be presented with an official acknowledgement of the council's achievement – a Waterwise Council certificate.

Additionally, local government authorities achieving the Waterwise Council endorsement will be provided with waterwise branding for use on newsletters, signs and other promotional materials to promote themselves as a Waterwise Council. This can instill further pride in council's residents and employees who will see the council's Waterwise intentions on display.

Shire of Beverley Support

The Shire of Beverley will work with the Corporation and Department of Water to support water conservation, take part in appropriate promotional activities and make all appropriate staff members undertake relevant waterwise training.

The Shire of Beverley will recognise the partnerships and relationships with the Water Corporation and Department of Water and promote the relationship where appropriate on the Shire's website, on Shire materials and at Shire events.

Future Commitments

1. The parties commit to:

- a) Explore, negotiate and where appropriate enter into legal relations through written agreements to facilitate attainment of the purpose of this MoU.
- b) Recognise and protect the intellectual property that parties may invest in the preparation of any promotion or offer.
- c) Ensuring logos used on all promotional materials are used in accordance with the organisation's guidelines and that the appropriate approvals are received prior to use.
- d) Establish a steering team with representatives of the organisations that will be responsible for overseeing progress towards the purpose of this MoU.

2. The parties will not:

- a) Disclose, advertise, or publish the details of this MoU without the prior written consent of the other parties, unless required to do so under law.

No Obligations

The parties agree that in working towards the purpose of this MoU they will deal with each other and conduct themselves in accordance with good commercial business and industrial practice.

The relationship between the parties is limited to carrying out the purpose of the MoU and nothing in this document should be construed as constituting any form of agency or partnership for any purpose whatsoever.

This MoU does not preclude either organisation from developing similar mutually beneficial understandings with other parties.

11.6 Auditor Appointment

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 20 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0047
AUTHOR: SK Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

That Council considers the appointment of an appropriate Auditor for the three year period 1 July 2013 to 30 June 2016.

BACKGROUND

On 30 June 2013, Gregory Froomes Wyllie's contract for the provision of audit services expired.

On 30 October 2013, invitations to quote were sent to several suppliers for the provision of audit services.

Organisations approached included;

- Gregory Froomes Wyllie (Current Auditor);
- AMD Chartered Accountants;
- Grant Thornton;
- Macri Partners; and
- UHY Haines Norton.

Greg Wyllie, Grant Thornton and Macri Partners declined the invitation.

COMMENT

Two quotes for the provision of audit services have been received from AMD Chartered Accountants and UHY Haines Norton. A summary of the costs provided in each quote is presented below:

Function	AMD Cost PA	UHY Cost PA
Final Audit – Year 1	\$10,000	\$9,000
Interim Audit – Year 1	\$5,000	\$9,000
Final Audit – Year 2	\$10,300	\$9,500
Interim Audit – Year 2	\$5,200	\$9,500
Final Audit – Year 3	\$11,000	\$10,000
Interim Audit – Year 3	\$5,500	\$10,000
Annual Audit Services Total (ex GST)	\$47,000	\$57,000

Other Comparables

Roads to Recovery Annual Audit	\$560 (Year1) \$580 (Year 2) \$610 (Year 3)	\$800 - \$1,500 PA
Other Grant Funding Reports/Acquittals	\$1,075*	\$800 - \$1,500 PA
Travel	At Cost	\$500 (Year 1) \$550 (Year 2) \$600 (Year 3)
Disbursements	At Cost	At Cost
Audit Committee Meeting (Preparation & Teleconference)	No Charge	\$600
Hand Over Expenses	Nil	Nil

*AMD Report/Acquittal assumption of 4 hours work for Senior Auditor at \$175 (ex GST) per hour and 1 hours work for Audit Partner at \$375 (ex GST) per hour.

UHY provided one cost figure for the provision of both the interim and final audits per annum, this cost has been halved as no other cost breakdown was presented but does not represent the actual cost of either the interim or final audit.

Both AMD and UHY have extensive experience providing auditing services to Western Australian Local Governments.

Both AMD and UHY are WALGA preferred suppliers for audit and accounting services.

Both AMD and UHY proposed appointed auditors are registered company auditors and fulfil the requirements under the *Local Government Act 1995*.

The Shire of Beverley currently utilises UHY's QuickBooks accounting system solution.

On 19 November 2013, the Audit and Administration Committee resolved:

"That the Audit and Administration Committee recommend to Council that Tim Partridge and Maria Cavallo from AMD Chartered Accountants be appointed as Auditors for the Shire of Beverley from 1 July 2013 to 30 June 2016."

STATUTORY ENVIRONMENT

Section 7.3 of the *Local Government Act 1995* allows the following in regard to the appointment of auditors:

(1) A local government is to, from time to time whenever such an appointment is necessary or expedient, appoint* a person, on the recommendation of the audit committee, to be its auditor.

* *Absolute majority required.*

(2) The local government may appoint one or more persons as its auditor.

(3) The local government's auditor is to be a person who is —

- (a) a registered company auditor; or
- (b) an approved auditor.

FINANCIAL IMPLICATIONS

Future Budgets.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

For expenditure between \$50,000 and \$99,999, three written quotes must be obtained.

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE'S RECOMMENDATION

That Tim Partridge and Maria Cavallo from AMD Chartered Accountants be appointed as Auditors for the Shire of Beverley from 1 July 2013 to 30 June 2016.

COUNCIL RESOLUTION

M11/1113

Moved: Cr Pepper

Seconded: Cr Gogol

That Tim Partridge and Maria Cavallo from AMD Chartered Accountants be appointed as Auditors for the Shire of Beverley from 1 July 2013 to 30 June 2016.

CARRIED 6/3

MOTION

M12/1113

Moved: Cr Alexander

Seconded: Cr White

That Council write to the Department of Local Government to seek clarification on Section 7.3 of the Local Government Act 1995 to the legalities of appointing a person or persons as auditor rather than a Company.

CARRIED 9/0

11.7 Long Term Financial Plan

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 20 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0438
AUTHOR: SK Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft 10 Year Long Term Financial Plan

SUMMARY

That Council consider receiving the 10 Year Long Term Financial Plan.

BACKGROUND

The Audit and Administration Committee considered the Draft 10 Year Long Term Financial Plan on 19 November 2013 and resolved that:

“That the Audit and Administration Committee recommend to Council that the 10 Year Long Term Financial Report utilising a rate increase per annum of 6% and the annual rate discount remain at 10%, be received.”

COMMENT

The 10 Year Long Term Financial Plan has been produced by Darren Long from DL Consulting as directed.

As presented the Plan fulfils all of the requirements as per the Department of Local Government and Communities Integrated Planning and Reporting Framework.

Several questions were raised at the Audit and Administration Committee meeting with responses as follows:

Query	Response from DL Consulting
Do all LTFP scenarios explored need to be included in the final report?	The advisory standard for the LTFP requires at least 3 scenarios to be developed and that evidence is included in the Plan.
Section 3.1.1 shows that we are unsustainable when factoring in depreciation, can this section be altered to use the cash position? Or at least comment on the sustainability ex. Depreciation?	I am not keen to alter Section 3.1.1 as this relates directly back to the Operating Surplus Ratio, which is on an accrual basis, that Council is required to report on in its Annual Financial Statements – to alter this to a cash position would hold no relevance or link to what we are trying to achieve; which is to eventually move the Council to an Operating Surplus Ratio of at least 0%. Also by changing it to a cash situation, it would not alter the Ratio in this section, I would just have to qualify it further that it is a cash position and does not include depreciation and then have to state what the ratio would be if depreciation was included.

STATUTORY ENVIRONMENT

Regulation 19C of the *Local Government (Administration) Regulations 1996* provides that in making or reviewing a strategic community plan, a local government is to have regard to the capacity of its current resources and the anticipated capacity of its future resources.

Regulation 19D of the *Local Government (Administration) Regulations 1996* provides that a corporate business plan for a district is to govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

FINANCIAL IMPLICATIONS

Future Budgets and Corporate Business Plans.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the 10 Year Long Term Financial Report utilising a rate increase per annum of 6% and that the annual rate discount remain at 10%, be received.

COUNCIL RESOLUTION

M13/1113

Moved: Cr Gogol

Seconded: Cr Buckland

That the 10 Year Long Term Financial Report utilising a rate increase per annum of 6% and that the annual rate discount remain at 10%, be received.

CARRIED 9/0

11.8 Tablet Purchase

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 20 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0445
AUTHOR: SK Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

That Council considers utilising Tablets during Council meetings to improve efficiencies and save on printing and stationary costs.

BACKGROUND

In the 2013/14 Budget, Council made a provision of \$12,000 for the purchase of a Tablet for each Councillor and three staff (\$1,000 each).

On 19 November 2013, the Audit and Administration Committee consider the necessity of moving to a paperless meeting system by utilising electronic Tablets. The consensus was that it would be to the advantage of Council to utilise the Tablet technology for Council meetings and business.

COMMENT

The Tablet market has been saturated with product offerings from a multitude of manufacturers in recent times.

Perfect Computer Solutions has been approached to advise which Tablet may be most suitable for Councillor use.

Their recommendation is the Samsung Galaxy series due to compatibility with Microsoft software and issues that have arisen when utilising Apple's iPad at other Sites.

Below is a breakdown of the costs associated with each unit:

Description	Cost per Unit(ex GST)
Apple iPad Air 32GB	\$764
Apple iPad (4 th Generation) 32GB	\$717
Samsung Galaxy Note 10.1 32GB (with stylus & expandable memory)	\$633

Costs above are as quoted by Telstra.

Technically, there is little difference between the various Tablets, however there are some functionality differences between the Samsung and Apple models including Samsung's expandable memory, ability to have split screens and that it comes with an in built stylus.

A 15GB (to allow 1.25GB each) Shared Data Pool Plan cost is \$100 per month and will allow access to Telstra's 3G/4G wireless network for all Tablets.

It is noted that several Councillor's currently have personal Apple iPads.

It was the consensus of the Audit and Administration Committee that a new tablet is purchased for each Councillor to ensure everyone was on the same platform and to ensure consistency across the board.

Further, the creation of individual Councillor Email addresses (first initial.surname@beverley.wa.gov.au – e.g. c.pepper@beverley.wa.gov.au) was favoured by the Committee to focus the use of the Tablets on Shire business and minimise the amount of personal use. The cost of setting up nine email addresses would be approximately \$100.

It was also acknowledged that a "Tablet Policy" would be beneficial to outline ownership, replacement and acceptable use of the items.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That:

1. twelve Samsung Galaxy Note 10.1 Tablets be purchased;
2. a 15GB data pool be established with Telstra for 3G/4G connection by Tablets; and
3. nine Email addresses be created in the format of first initial.surname@beverley.wa.gov.au for each Councillor.

COUNCIL RESOLUTION

M14/1113

Moved: Cr Davis

Seconded: Cr Pepper

That:

1. **twelve Samsung Galaxy Note 10.1 Tablets be purchased;**
2. **a 15GB data pool be established with Telstra for 3G/4G connection by Tablets; and**
3. **nine Email addresses be created in the format of first initial.surname@beverley.wa.gov.au for each Councillor.**

CARRIED 9/0

11.9 Recycling & Waste Collection Services

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 21 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0188
AUTHOR: SP Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider selecting a Recycling & Waste Collection Services supplier for the three year period 1 January 2014 to 31 December 2016.

BACKGROUND

Council's current contract for recycling and waste collection services with Avon Waste expires on 31 December 2013.

Currently the service includes collection of 640 kerbside bins; a bulk mixed recycling bin and a bulk cardboard recycling bin.

Tenders were called on 7 November 2013 via the WALGA E-Quotes system.

Tenders closed on 21 November 2013 at 4pm.

COMMENT

Seven suppliers were invited to tender for the Recycling & Waste Collection Services contract, these included:

- Avon Waste;
- Cleanaway;
- Great Southern Waste Disposal;
- Perthwaste/Green Recycling;
- SITA Australia;
- Veolia Environmental Services; and
- Warren Blackwood Waste.

Avon Waste was the only supplier to make a submission.

The tendered price for each service is shown on the table below.

	MGB Units	Price Tendered (per unit)	Total Tendered Price (per collection)	Total Tendered Price (per year)
WEEKLY REFUSE COLLECTION				
Residential MGBs	640	\$1.73	\$1,107.20	\$57,574.40
Commercial MGBs				
Street MGBs				
FORTNIGHTLY RECYCLING MATERIAL COLLECTION				
Residential MGBs	640	\$3.06	\$1,958.40	\$50,918.40
Bulk Bin Co-mingled	1	\$71.80	\$71.80	\$1,866.80
Bulk Bin Cardboard	1	\$71.80	\$71.80	\$1,866.80
TOTAL TENDERED PRICE (per year)				\$112,226.40

The tendered prices reflect a slight increase (>1%) in cost that is immaterial when compared to the total expense.

STATUTORY ENVIRONMENT

Regulation 11 (2b) of the *Local Government (Functions and General) Regulations 1996* provides that Tenders do not have to be publicly invited according to the requirements of this Division if the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA.

FINANCIAL IMPLICATIONS

2014/15, 2015/16 and 2016/17 Budgets.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Purchasing Policy – Goods and Services with value of \$100,000 or over, a call for tender is required.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That the tender submission for the provision of Recycling & Waste Collection Services from Avon Waste for \$112,226.40 per year for the period 1 January 2014 to 31 December 2016 be accepted.

COUNCIL RESOLUTION

M15/1113

Moved: Cr Shaw

Seconded: Cr Murray

That the tender submission for the provision of Recycling & Waste Collection Services from Avon Waste for \$112,226.40 per year for the period 1 January 2014 to 31 December 2016 be accepted.

CARRIED 9/0

12. ADMINISTRATION

12.1 Use of the Common Seal

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 06 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0265
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 either 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) Lease Agreement for Lot 50 Westdale Road, Beverley between Telstra Corporation Limited and the Shire of Beverley.

STATUTORY ENVIRONMENT

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

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

behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council note and endorse the use of the Common Seal having been attached to a Lease Agreement for Lot 50 Westdale Road, Beverley between Telstra Corporation Limited and the Shire of Beverley.

COUNCIL RESOLUTION

M16/1113

Moved: Cr Pepper

Seconded: Cr Davis

That Council note and endorse the use of the Common Seal having been attached to a Lease Agreement for Lot 50 Westdale Road, Beverley between Telstra Corporation Limited and the Shire of Beverley.

CARRIED 9/0

12.2 Delegations

SUBMISSION TO: Ordinary Council Meeting 26 November 2013
REPORT DATE: 21 November 2013
APPLICANT: N/A
FILE REFERENCE: ADM 0332
AUTHOR: SP Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council is required to review the delegations of authority that it makes to its Chief Executive Officer.

BACKGROUND

Council is able to delegate to its Chief Executive Officer some of its power and duties, and is required to maintain a register of such delegations. The delegations are required to be reviewed at least once in every financial year.

The last review was undertaken by Council at its November 2012 Council meeting. Council does have the opportunity to revisit delegations at any time during the year.

COMMENT

Delegations of Authority are often used to improve the efficiency of a Council's operation by allowing routine matters to be dealt with in a timely manner to reduce the number of minor matters requiring Council consideration.

Delegations that were approved by Council in 2012 are shown below:-

- Use of Common Seal on appropriate documents.
- Invite tenders in accordance with budget.
- Approve / refuse building applications. (Includes relocated /second-hand houses in accordance with Council Policy).
- Authority to appoint and dismiss staff in accordance with the Act and appropriate Awards.
- Review salaries of all employees.
- Approve attendance at conferences, seminars and staff training.
- Authorise annual leave and unpaid study leave.
- Discretion to pay for un-accumulated sick leave and attendance at funerals, each case being judged upon its merits.
- Imposition of Harvest Bans.
- Alteration of Restricted and Prohibited Burning periods, after consultation with Chief Fire Control Officer.
- Approve roadside clearing and/or burning.
- Recommend extra mass permits for vehicles in line with Council Policy.
- Approve staff use of plant.
- Approve private works.
- Approve applications for payment of rates by arrangement.
- Issuing of Council purchase orders.
- Destroy old accounting books and records in accordance with legislative requirements.

- Issue permits for the sale and consumption of liquor on Council property.
- Act and serve orders relating to hygiene, noise abatement, repair of dwellings and the declaration of buildings being deemed unfit for human habitation in accordance with the Health Act.
- Issue infringement notices relating to Bush Fire Act, Litter Act, Dog Act and Cat Act.
- Undertake legal action necessary to recover unpaid infringement notices, rates and debtors accounts.
- Install firebreaks on private property where the owner has failed to comply with requirements under the Bush Fire Act.
- Permit variations to firebreak order upon request from landowners.
- Sign strata titles in accordance with the Strata Titles Act.
- Issue permits for street stalls.
- Speak on behalf of and represent the views of the Council of the Shire of Beverley to the media and other third parties as appropriate.
- Represent Council in the Court of Competent Jurisdiction for breaches of the Australian Building Codes, Health Act, Local Government Act, Bush Fires Act, Litter Act, Dog Act and Cat Act.
- Attend to all matters, which relate to the Town Planning Function of the Shire of Beverley and to sign all correspondence, planning consents and clearances, which relate to the same.
- To make payments by Cheque or Electronic Fund Transfer (EFT) from the Municipal and Trust Funds subject to the following conditions: -
 1. That an EFT payments relating to payroll be authorised by at least two officers, with one authorising officer, being either the Chief Executive Officer or Deputy Chief Executive Officer.
 2. That EFT payments other than payroll, be authorised by two officers, with at least one being a signatory to Council cheques.
- To invest money held in the Municipal or Trust funds, not required by the shire for immediate use, to a term deposit.
- Authority and power to consider applications received for financial assistance and make recommendations to Council.
Issue notices under Section 3.25 of the Local Government Act 1995 with all notices issued being referred to Council at the ensuing meeting for endorsement.
- Approve the write off of any balances under \$75.00, either debit or credit.

STATUTORY ENVIRONMENT

Sections 5.18, 5.42, 5.43, 5.44 and 5.46 of the Local Government Act 1995

5.18. Register of delegations to committees

A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* *Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
 - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and

- (b) the exercise of that power or the discharge of that duty by the CEO's delegate,
are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —
conditions includes qualifications, limitations or exceptions.

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

N/A

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council approve of the following delegations to the Chief Executive Officer:-

- Use of Common Seal on appropriate documents.
- Invite tenders in accordance with budget.
- Approve/refuse building applications. (Includes relocated / second-hand houses in accordance with Council Policy).
- Authority to appoint and dismiss staff in accordance with the Act and appropriate Awards.
- Review salaries of all employees.
- Approve attendance at conferences, seminars and staff training.
- Authorise annual leave and unpaid study leave.
- Discretion to pay for un-accumulated sick leave and attendance at funerals, each case being judged upon its merits.
- Imposition of Harvest Bans.

- **Alteration of Restricted and Prohibited Burning periods, after consultation with Chief Fire Control Officer.**
- **Approve roadside clearing and/or burning.**
- **Recommend extra mass permits for vehicles in line with Council Policy.**
- **Approve staff use of plant.**
- **Approve private works.**
- **Approve applications for payment of rates by arrangement.**
- **Issuing of Council purchase orders.**
- **Destroy old accounting books and records in accordance with legislative requirements.**
- **Issue permits for the sale and consumption of liquor on Council property.**
- **Act and serve orders relating to hygiene, noise abatement, repair of dwellings and the declaration of buildings being deemed unfit for human habitation in accordance with the Health Act.**
- **Issue infringement notices relating to Bush Fire Act, Litter Act, Dog Act and Cat Act.**
- **Undertake legal action necessary to recover unpaid infringement notices, rates and debtors accounts.**
- **Install firebreaks on private property where the owner has failed to comply with requirements under the Bush Fire Act.**
- **Permit variations to firebreak order upon request from landowners.**
- **Sign strata titles in accordance with the Strata Titles Act.**
- **Issue permits for street stalls.**
- **Speak on behalf of and represent the views of the Council of the Shire of Beverley to the media and other third parties as appropriate.**
- **Represent Council in the Court of Competent Jurisdiction for breaches of the Australian Building Codes, Health Act, Local Government Act, Bush Fires Act, Litter Act, Dog Act and Cat Act.**
- **Attend to all matters, which relate to the Town Planning Function of the Shire of Beverley and to sign all correspondence, planning consents and clearances, which relate to the same.**
- **To make payments by Cheque or Electronic Fund Transfer (EFT) from the Municipal and Trust Funds subject to the following conditions: -**
 1. **That an EFT payments relating to payroll be authorised by at least two officers, with one authorising officer, being either the Chief Executive Officer or Deputy Chief Executive Officer.**
 2. **That EFT payments other that payroll, be authorised by two officers, with at least one being a signatory to Council cheques.**
- **To invest money held in the Municipal or Trust funds, not required by the shire for immediate use, to a term deposit.**
- **Authority and power to consider applications received for financial assistance and make recommendations to Council.**
- **Issue notices under Section 3.25 of the Local Government Act 1995 with all notices issued being referred to Council at the ensuing meeting for endorsement.**
- **Approve the write off of any balances under \$75.00, either debit or credit.**

COUNCIL RESOLUTION

M17/1113

Moved: Cr Pepper

Seconded: Cr Gogol

That Council approve of the following delegations to the Chief Executive Officer:-

- **Use of Common Seal on appropriate documents.**
- **Invite tenders in accordance with budget. Approve/refuse building applications. (Includes relocated / second-hand houses in accordance with Council Policy).**
- **Authority to appoint and dismiss staff in accordance with the Act and appropriate Awards.**
- **Review salaries of all employees.**
- **Approve attendance at conferences, seminars and staff training.**
- **Authorise annual leave and unpaid study leave.**
- **Discretion to pay for un-accumulated sick leave and attendance at funerals, each case being judged upon its merits.**
- **Imposition of Harvest Bans.**
- **Alteration of Restricted and Prohibited Burning periods, after consultation with Chief Fire Control Officer.**
- **Approve roadside clearing and/or burning.**
- **Recommend extra mass permits for vehicles in line with Council Policy.**
- **Approve staff use of plant.**
- **Approve private works.**
- **Approve applications for payment of rates by arrangement.**
- **Issuing of Council purchase orders.**
- **Destroy old accounting books and records in accordance with legislative requirements.**
- **Issue permits for the sale and consumption of liquor on Council property.**
- **Act and serve orders relating to hygiene, noise abatement, repair of dwellings and the declaration of buildings being deemed unfit for human habitation in accordance with the Health Act.**
- **Issue infringement notices relating to Bush Fire Act, Litter Act, Dog Act and Cat Act.**
- **Undertake legal action necessary to recover unpaid infringement notices, rates and debtors accounts.**
- **Install firebreaks on private property where the owner has failed to comply with requirements under the Bush Fire Act.**
- **Permit variations to firebreak order upon request from landowners.**
- **Sign strata titles in accordance with the Strata Titles Act.**
- **Issue permits for street stalls.**
- **Speak on behalf of and represent the views of the Council of the Shire of Beverley to the media and other third parties as appropriate.**
- **Represent Council in the Court of Competent Jurisdiction for breaches of the Australian Building Codes, Health Act, Local Government Act, Bush Fires Act, Litter Act, Dog Act and Cat Act.**
- **Attend to all matters, which relate to the Town Planning Function of the Shire of Beverley and to sign all correspondence, planning consents and clearances, which relate to the same.**

To make payments by Cheque or Electronic Fund Transfer (EFT) from the Municipal and Trust Funds subject to the following conditions: -

- 1. That an EFT payments relating to payroll be authorised by at least two officers, with one authorising officer, being either the Chief Executive Officer or Deputy Chief Executive Officer.**
 - 2. That EFT payments other that payroll, be authorised by two officers, with at least one being a signatory to Council cheques.**
- To invest money held in the Municipal or Trust funds, not required by the shire for immediate use, to a term deposit.**
 - Authority and power to consider applications received for financial assistance and make recommendations to Council.**
 - Issue notices under Section 3.25 of the Local Government Act 1995 with all notices issued being referred to Council at the ensuing meeting for endorsement.**
 - Approve the write off of any balances under \$75.00, either debit or credit.**

CARRIED 9/0

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

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

14. CLOSURE

The Chairman declared the meeting closed at 3:17pm

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

PRESIDING MEMBER:

DATE: