



SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 136 Vincent Street Beverley, on Tuesday 24 September 2019. If attending the meeting for public question time, please arrive at the Shire Office by 2.50pm to register your attendance.

Program

3.00pm – 5.00pm Ordinary Meeting

A handwritten signature in black ink, appearing to read 'S. Gollan', written over a horizontal line.

Stephen Gollan
Chief Executive Officer

19 September 2019

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Beverley warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Beverley for any act, omission or statement or intimation occurring during a Council meeting.



24 September 2019

ORDINARY MEETING

AGENDA

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1. OPENING

The Chairperson to declare the meeting open.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DJ Ridgway Shire President
Cr CJ Pepper Deputy President
Cr DL Brown
Cr DW Davis
Cr P Gogol
Cr SW Martin
Cr TWT Seed
Cr LC Shaw
Cr DC White

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer
Mr SK Marshall Deputy Chief Executive Officer
Mr BS de Beer Manager of Planning and Development Services
Mr SP Vincent Manager of Works
Mrs A Lewis Executive Assistant

2.3 Observers And Visitors

2.4 Apologies and Approved Leave of Absence

2.5 Applications for Leave of Absence

3. DECLARATIONS OF INTEREST

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. CONDOLENCES

The Shire of Beverley flew the flag at half-mast as a mark of respect to:

SING Neville David (Boomer) 4 September 2019

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 27 August 2019

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 27 August 2019 be confirmed.

7.2 Minutes Of The Special Meeting of Council Held 12 September 2019

OFFICER'S RECOMMENDATION

That the Minutes of the Special Meeting of Council held Thursday 12 September 2019 be confirmed.

8. TECHNICAL SERVICES

8.1 RFT 02/1920 – Bitumen Supply and Delivery

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 17 September 2019
APPLICANT: N/A
FILE REFERENCE: ADM 0436
AUTHOR: S.P. Vincent, Manager of Works
ATTACHMENTS: Nil

SUMMARY

Council to award the Bitumen Tender for the 2019/20 bitumen works program.

BACKGROUND

Tenders were called for the supply and delivery of bitumen products and services using the WALGA E-quote system and closed on 11 September 2019. Five tenders were received.

COMMENT

The following tender prices were received, all prices ex GST.

	OVER 25,000 Litres per day Primer Seal	Shire to supply metal	
	(95/5) cents per L	contract \$ per m ²	Spreader truck / \$ per hr
COLAS (RNR)	1.00	3.06	125
BITUMEN SURFACING	1.17	4.03	110
BITUTEK	1.27	3.76	125
FULTON HOGAN	1.07	3.26	115
BORAL	1.10	3.38	115

These prices equate to the following overall estimated costs for this years proposed bitumen works.

	Primer 95/5	Reseals 98/2	truck hire	
	107789 L	71420 M ²	110 hrs	TOTALS
COLAS (RNR)	\$ 107,789	\$ 218,545	\$ 13,750	\$ 340,084
BITUMEN SURFACING	\$ 126,113	\$ 287,823	\$ 12,100	\$ 426,036
BITUTEK	\$ 136,892	\$ 268,539	\$ 13,750	\$ 419,181
FULTON HOGAN	\$ 115,334	\$ 232,829	\$ 12,650	\$ 360,813
BORAL	\$ 118,568	\$ 241,400	\$ 12,650	\$ 372,618

We have used all these companies at some stage over the last fifteen years, and are all capable of carrying out our bitumen works.

STATUTORY ENVIRONMENT

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

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.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as sufficient funds are allocated in the Annual Budget. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Funds for bitumen works have been included in the 2019/20 budget at \$1.22 per litre for primer seals, \$3.10 per m² for reseals and \$125 per hour truck hire. This equates to approximately \$366,655.00

STRATEGIC IMPLICATIONS

Goal 1: Shire infrastructure is prepared for economic gains and an increase in our population.

Strategy 1.1 Performance and structure of roads are included in our road management plan, communicated to Council and the community.

Strategy 1.2 Shire assets are prepared for commercial and population increases.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That the tender from Colas for the 2019/20 supply of bitumen products and services as tendered, primer seal at \$1.00 per litre, full contract reseals (less aggregate) at \$3.06 per square metre and spreader truck hire \$125 per hour be accepted.

8.2 Fees and Charges: Sale of Non-Potable Water

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 17 September 2019
APPLICANT: N/A
FILE REFERENCE: ADM 0196 / ADM 0275
AUTHOR: S.P. Vincent, Manager of Works
ATTACHMENTS: Nil

SUMMARY

Consideration by Council to set a price to sell non potable water from our dam on Hunt Road.

BACKGROUND

Shire Staff have been approached by contractors to use this water rather than scheme water from the standpipes.

There is no fee in our fees and charges to sell non potable water for roadworks and dust suppression.

COMMENT

This water would only be available for sale if there is sufficient water for our oval and parks and gardens. If there is a demand for this water we still have the option of turning on the bore during the day to supplement this water.

The water from the Hunt Road Dam had a meter installed last year when the pipe work was reconfigured for our trucks, therefore if water is sold an accurate record can be kept of what water has been taken.

A suggested price for this water would be \$3.35 per kilolitre, this is the cost that was charged previously for water from the standpipes prior to Water Corporation increase. Water from the standpipes is currently charged out at \$8.35.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* provides the following regarding fees and charges:

6.16 Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

* *Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;

- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

* Absolute majority required.

6.17 Setting level of fees and charges

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

6.18 Effect of other written laws

- (1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —
- (a) determine an amount that is inconsistent with the amount determined under the other written law; or
 - (b) charge a fee or charge in addition to the amount determined by or under the other written law.
- (2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19 Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

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

FINANCIAL IMPLICATIONS

Unbudgeted Revenue - no allocations have been made for income from the sale of water in our current budget. Any income from this would be a bonus

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

No allocations have been made for income from the sale of water in our current budget. Any income from this would be a bonus.

STRATEGIC IMPLICATIONS

Goal 1: Shire infrastructure is prepared for economic gains and an increase in our population.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That;

1. the fee of \$3.35 per kilolitre be set for non-potable water and included in the Schedule of Fees and Charges.
2. the imposition of the Non-Potable Water Fee be advertised in the Beverley Blarney and on the Shire of Beverley website as per Section 6.19 of the *Local Government Act 1995*.

9. PLANNING SERVICES

9.1 Development Application: Proposed Grain Cleaning Facility – Portions of Lots 505, 506, 507 Great Southern Highway, Beverley

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 16 September 2019
APPLICANT: Harley Dykstra – on behalf of Statewide Grain Cleaning
FILE REFERENCE: GRE 51337
AUTHOR: B.S. de Beer, Manager: Planning & Development Services
ATTACHMENTS: Application Documentation – Justification Memorandum & Site Plans (Under separate cover)

SUMMARY

An application has been submitted by David Congdon (*Harley Dykstra Planning Consultants*), on behalf of Michael Swain (*Statewide Grain Cleaning - with land owners' consent – Kim Riches Pty Ltd et al*), to establish a grain cleaning and screening facility on portions of the above lots. The application will be recommended for approval.

BACKGROUND

The applicant proposes to establish a facility for the cleaning and screening of grain on portions of the subject lots.

As submitted by the applicant, the Western Australian Planning Commission (WAPC) has recently granted approval to subdivide the subject site. The relevant land portions, the subject of this development application, will form a new lot once the landowner finalises the conditions of subdivision and applies for a Certificate of Title. The present landowner has entered into a contract of sale with *Statewide Grain Cleaning* to purchase the portion of land the subject of this development application.

Proposal

The applicant submits, that as a result of continued growth, *Statewide Grain Cleaning* is seeking to expand their business from their current location in Tenterden. The existing operations in Tenterden will be retained, and a new grain cleaning service is proposed to be established on the subject site.

Application Site Details

The subject site entails portions of Lots 505, 506 & 507 and will be approx. 24 hectares in extent, post subdivision conclusion. The properties are Zoned '*Rural*' in terms of Shire of Beverley Local Planning Scheme No. 3 (LPS 3) and contains 2 existing farm homesteads and associated agricultural infrastructure, i.e. Sheds and Silos. Please refer to the attached documentation for a site plan of the subject site.

Description of proposed activities

The applicant submits that *Statewide Grain Cleaning* have provided grain cleaning and screening services to the agricultural industry for over 25 years. Whilst a large proportion of the company's grain cleaning service is completed on farm, a smaller but equally important component is undertaken at its facility in Tenterden. Due to continued growth of the business, the company is seeking planning approval to

operate a grain cleaning service on a portion of the subject land.

Grain unable to be cleaned or graded on farm will be transported to the subject site by a tarp covered pocket road train (27.5m in length), where it will then be unloaded and stockpiled inside an existing shed on the property. Once delivered, a loader will be used to place the unprocessed grain into a reception hopper. A fan and set of vibrating sieves then clean the grain by repeated suction to remove the lightest impurities such as sand, gravel and insects. It is submitted that dust emitted from the cleaning process will be controlled via a 'pulse jet baghouse' system.

Clean grain is then fed through a set of sieves where it is separated according to grade (screened). The grain is then transported to silos via a fully enclosed conveyor belt system located at the base of the silos and bucket elevators or augers (also fully enclosed), before being fed into an opening at the top of the silos and stored according to product type and grade.

The clean and graded product is then loaded from the silos into road trains via an enclosed conveyor belt system and bucket elevator, before being transported offsite by road train with a tarp cover. High grade grain is predominately used by farmers for planting of crops, or on-sold and used in the food supply chain. Low-grade grain is typically used for livestock feed in the form of grain or pellets (manufactured elsewhere offsite).

The plant and equipment involved in this operation ensures the grain remains dry, and all dust and noise emissions are contained onsite. It is anticipated that around 30,000 tonnes of grain will be processed at this facility each year.

Hours of operation

The applicant states that the facility will generally operate during the following times:

Monday – Friday 7.00am to 5.00pm

Saturday 6.00am to 6.00pm (peak season only)

Sunday & Public Holidays Closed

Site Access and Vehicle Movements

The subject site is accessed directly off the Great Southern Highway via an existing crossover.

The following table was submitted by the applicant and summarizes tonnage processed and vehicle movement predictions:

Total Quantity of Grain to be cleaned	30,000 tonnes per annum
Average Truck Load	55 tonnes
Total Truck Movements	546 loads (full) 180 loads (empty) 726 loads (total)
Average Truck Movements (per week)	14
Average Truck Movements (per day)	2.4
Notes:	
1. Assumes no truck movements on Sunday or public holidays (10 days)	
2. Assumes one movement involves a vehicle entering and exiting the site (i.e. - round trip)	
3. Assumes that one in three (1/3) trucks entering or exiting the site will be empty	

Table 2: Summary of Truck Movements

COMMENT

The subject site is zoned 'Rural' under the Shire of Beverley Local Planning Scheme No. 3 (LPS 3), with most surrounding land similarly zoned.

The proposed Land Use of a Grain Cleaning & Screening Facility is considered to be an 'Industry – Primary Production' in terms of Table – 3 Zoning Table of LPS 3.

LPS 3 defines 'Industry – Primary Production' as follows:

means premises used -

- (a) to carry out a primary production business as that term is defined in the Income Tax Assessment Act 1997 (Commonwealth) section 995-1; or*
- (b) for a workshop servicing plant or equipment used in primary production businesses.*

In turn, a primary production business is defined in section 995-1 of the Income Tax Assessment Act 1997 (Commonwealth), as a business of:

- (a) **cultivating or propagating** plants, fungi or their products or **parts (including seeds, spores, bulbs and similar things)**, in any physical environment; or*
- (b) maintaining animals for the purpose of selling them or their bodily produce (including natural increase); or*
- (c) manufacturing dairy produce from raw material that you produced; or*
- (d) conducting operations relating directly to taking or catching fish, turtles, dugong, beche-de-mer, crustaceans or aquatic molluscs; or*
- (e) conducting operations relating directly to taking or culturing pearls or pearl shell; or*
- (f) planting or tending trees in a plantation or forest that are intended to be felled; or*
- (g) felling trees in a plantation or forest; or*
- (h) transporting trees, or parts of trees, that you felled in a plantation or forest to the place:*
 - (i) where they are first to be milled or processed; or*
 - (ii) from which they are to be transported to the place where they are first to be milled or processed.*

As submitted in the application, Shire Planner agrees with the consultant's interpretation of the land use being classified as an 'Industry – Primary Production' land use.

In LPS 3 'Industry – Primary Production' is identified as a 'D' land use in the 'Rural' zone, which means the use is not permitted unless the local government has exercised its discretion by granting development approval.

Section 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) lists a number of matters which the local government must have due regard to when determining an application for development approval. Below is a discussion of the matters which are deemed to be relevant to the application at hand, with Author's comments:

Section 67(a) of the Regulations:

'The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme Area':

Shire of Beverley Local Planning Scheme No. 3 (LPS 3):

Part 3 of LPS 3 establishes the objectives of the 'Rural' zone, with the following objectives considered relevant to this application:

- *To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.*
- *To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and water course systems from damage.*
- *To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.*
- *To provide for a range of non-rural land uses when they have demonstrated benefit and are compatible with surrounding land uses.*

The applicant demonstrated in his submission that there is a clear connection and compatibility between cropping and the cleaning and screening of grain. It is regarded as an essential part of the cropping process and, by extension, broad-acre farming practises and therefore deemed entirely compatible with the objectives of the 'Rural' zone.

Section 67(n) of the Regulations:

'the amenity of the locality including the following –

- (i) environmental impacts of the development;*
- (ii) the character of the locality;*
- (iii) social impacts of the development.'*

Noise emissions

The applicant submits that the proposed facility will be located approx. 2.5km from the nearest neighbouring dwelling. He submits that the nature of the activity, plant and equipment, large lot size and separation distances to adjoining properties is such that minimal noise impacts can be expected.

Dust Management

As mentioned under paragraph above 'Site Access & Vehicle Movements' there is an expected average vehicle movement of 2.4 vehicles per day. Together with the actual grain cleaning and screening activities, this is expected to generate dust with the risk of offsite dust impacts.

Should Council therefore resolve to approve this application, it will be recommended a Dust Management Plan be made a condition of planning approval, to be submitted to the satisfaction of the Shire prior to commencement of operations.

Total quantity of grain processed

There is a direct correlation between the quantity of grain being cleaned and screened, and the number of truck movements associated with this exercise. To

control the unbridled expansion of the facility, and henceforth increased truck movements that could be regarded as undesirable for the amenity of the surrounds, should Council resolve to approve this application it will be recommended that the quantity of grain to be processed on the subject site be limited to the requested 30,000 tonnes per annum, through the framing of an appropriate condition of planning approval.

Hours of operation

It will be recommended that the proposed hours of operation be made a condition of planning approval.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

The application is deemed to align with the Shire's Local Planning Strategy.

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 – Primary Production (Grain cleaning and screening facility) on portions of Lots 505, 506 and 507, Great Southern Highway, Beverley, subject to the following conditions and advice notes:

Conditions:

1. 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.
2. Prior to commencement of activities a Dust Management Plan shall be submitted to the satisfaction of the Shire.
3. The total quantity of grain to be cleaned and/or screened on site shall be limited to 30,000 tonnes per annum.
4. The hours of operation for the facility shall be limited to:
Monday – Friday: 7.00am to 5.00pm

Saturday: 6.00am to 6.00pm (peak season only)
Sunday & Public Holidays: no operation

Advice Notes:

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: The applicant is advised to consider any approvals, where applicable, required from the Department of Water and Environment Regulation for the operation of the facility.
- Note 6: The applicant is advised to impose a speed limit of 15km per hour for internal vehicle movements, and addressing dust suppression arrangements, dust monitoring, as well as complaint reporting and resolving arrangements, as part of the Dust Management Plan.
- Note 7: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

9.2 Proceeding with Local Planning Policies as reviewed

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 21 September 2019
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0219
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Revised Local Planning Policies (Under separate cover)

SUMMARY

Council initiated public notification of the attached *Revised Local Planning Policies*. It will be recommended the policies be proceeded with, and revoked where applicable, now that public notification of the policies has concluded.

BACKGROUND

Council, at its 27 August 2019 meeting resolved as follows:

'That Council resolve to proceed to advertising of the proposed revised Local Planning Policies and the revocation of certain Local Planning Policies pursuant to Clause 4, 5 &

6 of Schedule 2, Part 2, of the Planning and Development (Local Planning Schemes) Regulations 2015’.

The revised Local Planning Policies and policies proposed to be revoked (attached to this report) were subsequently advertised as prescribed in the abovementioned legislation. No public submissions were received.

COMMENT

The following policies were presented for either revision or revocation entirely as described below:

POLICY NAME	PROPOSED ACTION	COMMENT
Street Trees & Streetscapes	Review and update	Revision to align with LPS 3 A proposal was received during the August 2019 Council meeting to amend the Objectives of the policy as follows: <i>‘To ensure that locally native trees and shrubs, where appropriate, are planted on verges and median strips in the Beverley Townsite’.</i> (Red text proposed to be added)
Car Parking Requirements	Review and update	Revision to align with LPS 3
Farming Zone Subdivision	Revoke entirely	Considered to not align with Shire of Beverley Local Planning Strategy, LPS 3 and WAPC <i>Development Control Policy 3.4 – Subdivision of Rural Land</i>
Development of Industrial Zoned Land	Review and update	Revision to align with LPS 3
Building while residing on a block	Revoke entirely	Consideration to camp temporarily is governed by the <i>Caravan Park and Camping Grounds Act 1995</i> and <i>Regulations 1997</i> . The policy in its current format is considered to potentially create unnecessary expectations with applicants and can create undesirable precedents for the Shire, apart from creating potentially problematic compliance enforcement challenges.
Outbuilding Policy	Review and update	Revision to align with LPS 3
Relocated Second-Hand Dwellings & Repurposed Dwellings	Review and update	Revision to align with LPS 3
Town Planning Fees	Review and update	Revision to align with LPS 3
Tree Crops	Review and update	Revision to align with LPS 3
Patios and Carports	Revoke entirely	Already addressed as development not requiring

		development approval in Clause 61 of Schedule 2, Part 7, <i>Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Anglo Estate Policy – Mount Kokeby	Review and update	Revision to align with LPS 3
Developer Contributions for Road and Footpath upgrading	Review and update	Revision to align with LPS 3
Signage	Review and update	Revision to align with LPS 3
Stocking Rates	Review and update	Revision to align with LPS 3
Heritage	Review and update	Revision to align with LPS 3

Clauses 4 & 5 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*, read as follows (*Procedure for making/amending local planning policy*):

- (1) *If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows –*
- (a) *Publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of –*
- (i) *the subject and nature of the proposed policy; and*
 - (ii) *the objectives of the proposed policy; and*
 - (iii) *where the proposed policy may be inspected; and*
 - (iv) *to whom, in what form and during what period submissions in relation to the proposed policy may be made*

Clause 6(b) of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*, allows for the revocation of a Local Planning Policy.

CONSULTATION

Consultation was had with Shire's Works Manager and Building Surveyor/Environmental Health Officer regarding selected policies. Further public consultation was had through advertising in the *Beverley Blarney*.

STATUTORY ENVIRONMENT

Council has the power to make and amend Local Planning Policies pursuant to Clause 4 and 5 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as well as revocation of Local Planning Policies in terms of Clause 6 of same.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that the amendment does constitute a Major Policy Decision as per " (h) That initiates or adopts a new Local Planning Scheme, amendment to a Local Planning Scheme or Planning Policy". However, it is noted that this item has been considered without alteration at the 25 June 2019 Ordinary Council Meeting, 13 August 2019 Economic & Community Strategy Committee Meeting and 27 August 2019 Ordinary Council Meeting. It has also been advertised to the Community through the *Beverley Blarney* in the July and September 2019 issues with no public comment received. Council may choose to consider the Officer's Recommendation or lay the item on the table until the Ordinary October Council meeting.

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 revised and revoked Local Planning Policies.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to:

1. Proceed with the revised Local Planning Policies, with modification;
2. Revoke the Planning Policies as identified;
3. Publish notices to this effect in the *Beverley Blarney* pursuant to Clause 4(4) and 6(b) of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 16 September 2019
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: August 2019 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 August 2019.

BACKGROUND

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2019 Ordinary Meeting, item 11.3.

COMMENT

The monthly financial reports for the period ending 31 August 2019 have been provided and include:

- Financial Activity Statement;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Supplementary information, including;
 - Operating Statement by Nature and Type;
 - 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.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2019/20 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the monthly financial report for the month of August 2019 be accepted and material variances be noted.

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 August 2019**

Description	Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,296,127.00	2,958,418.00	2,960,730.14	2,312.14	
Governance	26,100.00	25,000.00	25,022.05	22.05	
Law, Order & Public Safety	210,156.00	1,000.00	915.00	(85.00)	
Health	100.00	0.00	0.00	0.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	117,192.00	23,430.00	20,217.21	(3,212.79)	
Community Amenities	207,073.00	190,846.00	191,560.47	714.47	
Recreation & Culture	642,701.00	12,196.00	18,250.51	6,054.51	
Transport	1,663,712.00	176,638.00	176,438.22	(199.78)	
Economic Activities	208,929.00	12,764.00	13,348.37	584.37	
Other Property & Services	43,100.00	7,332.00	7,124.50	(207.50)	
Total Operating Revenue	6,415,190.00	3,407,624.00	3,413,606.47	5,982.47	
Operating Expenditure					
General Purpose Funding	(182,995.00)	(29,230.00)	(24,259.27)	4,970.73	
Governance	(274,300.00)	(51,570.00)	(51,589.31)	(19.31)	
Law, Order & Public Safety	(392,971.00)	(79,494.00)	(72,773.03)	6,720.97	
Health	(170,695.00)	(26,078.00)	(22,599.33)	3,478.67	
Education & Welfare	(92,513.00)	(6,302.00)	(5,261.22)	1,040.78	
Housing	(212,325.00)	(39,168.00)	(36,216.86)	2,951.14	
Community Amenities	(676,208.00)	(98,494.00)	(98,892.91)	(398.91)	
Recreation & Culture	(1,572,086.00)	(214,353.00)	(206,659.14)	7,693.86	
Transport	(2,558,918.00)	(436,097.00)	(435,156.73)	940.27	
Economic Activities	(558,586.00)	(84,441.00)	(79,873.40)	4,567.60	
Other Property & Services	(15,064.00)	(952.00)	(3,054.70)	(2,102.70)	Timing variance between POC & PWOH costs incurred and reallocated.
Total Operating Expenditure	(6,706,661.00)	(1,066,179.00)	(1,036,335.90)	29,843.10	
Net Operating	(291,471.00)	2,341,445.00	2,377,270.57	35,825.57	
Capital Income					
Self Supporting Loan - Principal Repayment	16,270.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	345,000.00	0.00	0.00	0.00	
New Loan Raised	150,000.00	0.00	0.00	0.00	
Total Capital Income	511,270.00	0.00	0.00	0.00	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 August 2019**

Description	Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(979,000.00)	(158,000.00)	(158,347.67)	(347.67)	
Plant and Equipment	(867,000.00)	(6,000.00)	(5,555.00)	445.00	
Office Furniture and Equipment	0.00	0.00	0.00	0.00	
Road Construction	(2,441,722.00)	(76,700.00)	(76,138.97)	561.03	
Other Infrastructure	(259,067.00)	0.00	0.00	0.00	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(153,429.00)	(20,736.90)	(20,736.90)	0.00	
Total Capital Expenditure	(4,700,218.00)	(261,436.90)	(260,778.54)	658.36	
Net Capital	(4,188,948.00)	(261,436.90)	(260,778.54)	658.36	
Adjustments					
Depreciation Written Back	2,306,734.00	384,440.00	388,891.42	4,451.42	
Movement in Leave Reserve Cash Balance	0.00	0.00	0.00	0.00	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current Investments	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	25,000.00	1,500.00	0.00	(1,500.00)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	427,171.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	1,724,644.00	1,724,644.00	1,724,644.16	0.16	
Total Adjustments	4,483,549.00	2,110,584.00	2,113,535.58	2,951.58	
CLOSING SURPLUS/(DEFICIT)	3,130.00	4,190,592.10	4,230,027.61	39,435.51	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 August 2019		
Description	YTD Actual 2018/19	YTD Actual 2019/20
Current Assets		
Cash at Bank	813,654.28	2,070,419.07
Cash - Unrestricted Investments	1,076,146.33	1,006,521.92
Cash - Restricted Reserves	2,271,245.63	2,372,868.36
Cash on Hand	300.00	300.00
Accounts Receivable	768,606.93	1,519,288.15
Prepaid Expenses	39,629.21	0.00
Self Supporting Loan - Current	15,312.82	16,270.62
Inventory - Fuel	9,938.85	10,829.48
Total Current Assets	4,994,834.05	6,996,497.60
Current Liabilities		
Accounts Payable	(1,619,096.00)	(214,785.96)
Loan Liability - Current	(129,929.49)	(132,692.01)
Annual Leave Liability - Current	(168,900.17)	(184,119.46)
Long Service Leave Liability - Current	(137,233.57)	(158,315.59)
Doubtful Debts	(108,545.88)	0.00
Total Current Liabilities	(2,163,705.11)	(689,913.02)
Adjustments		
Less Restricted Reserves	(2,271,245.63)	(2,372,868.36)
Less Self Supporting Loan Income	(15,312.82)	(16,270.62)
Add Leave Reserves - Cash Backed	195,676.07	179,890.00
Add Loan Principal Expense	129,929.49	132,692.01
Total Adjustments	(1,960,952.89)	(2,076,556.97)
NET CURRENT ASSETS	870,176.05	4,230,027.61

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 August 2019**

Description	Actual 2018/19	YTD Actual 2019/20	Movement
Current Assets			
Cash and Cash Equivalents	4,453,118.04	5,450,109.35	996,991.31
Accounts Receivable	390,058.46	1,519,288.15	1,129,229.69
Contract Asset - Current	0.00	0.00	0.00
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	16,270.62	16,270.62	0.00
Inventory	12,501.60	10,829.48	(1,672.12)
Total Current Assets	4,871,948.72	6,996,497.60	2,124,548.88
Current Liabilities			
Accounts Payable	(595,620.53)	(214,785.96)	380,834.57
Contract Liability - Current	0.00	0.00	0.00
Loan Liability - Current	(153,428.91)	(132,692.01)	20,736.90
Lease Liability - Current	0.00	0.00	0.00
Annual Leave Liability - Current	(184,119.46)	(184,119.46)	0.00
Long Service Leave Liability - Current	(158,315.59)	(158,315.59)	0.00
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(1,091,484.49)	(689,913.02)	401,571.47
Non-Current Assets			
Non-Current Debtors	111,941.79	111,941.79	0.00
Non-Current Investments	46,400.31	46,400.31	0.00
Land and Buildings	21,206,039.31	21,251,467.92	45,428.61
Plant and Equipment	2,028,750.39	1,989,254.47	(39,495.92)
Furniture and Equipment	125,771.39	123,133.95	(2,637.44)
Infrastructure	60,219,210.22	60,067,065.19	(152,145.03)
Self Supporting Loan - Non Current	42,541.50	42,541.50	0.00
Total Non-Current Assets	83,780,654.91	83,631,805.13	(148,849.78)
Non-Current Liabilities			
Loan Liability - Non Current	(1,517,163.10)	(1,517,163.10)	0.00
Lease Liability - Non Current	0.00	0.00	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(25,790.41)	(25,790.41)	0.00
Total Non Current Liabilities	(1,542,953.51)	(1,542,953.51)	0.00
Net Assets	86,018,165.63	88,395,436.20	2,377,270.57

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 August 2019**

Description	Actual 2018/19	YTD Actual 2019/20	Movement
Equity			
Accumulated Surplus	(43,643,767.95)	(46,021,038.52)	(2,377,270.57)
Reserves - Cash Backed	(2,372,868.36)	(2,372,868.36)	0.00
Reserve - Revaluations	(40,001,529.32)	(40,001,529.32)	0.00
Total Equity	(86,018,165.63)	(88,395,436.20)	(2,377,270.57)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 August 2019		
Description	Budget 2019/20	YTD Actual 2019/20
Income		
Rates	2,669,880.00	2,851,485.27
Operating Grants, Subsidies and Contributions	2,271,419.00	280,496.02
Profit On Asset Disposal	12,000.00	0.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	241,611.55
Interest Earnings	103,888.00	3,028.47
Other Revenue	60,500.00	39,076.16
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	0.00
Total Income by Nature & Type	14,879,636.00	3,415,697.47
Expenditure		
Employee Costs	(2,134,739.00)	(294,900.39)
Materials & Contracts	(1,840,463.00)	(220,372.61)
Utilities	(208,638.00)	(29,971.75)
Depreciation On Non-Current Assets	(1,691,589.00)	(388,891.42)
Interest Expenses	(34,504.00)	177.23
Insurance Expenses	(168,227.00)	(120,123.09)
Other Expenditure	(81,975.00)	(9,206.89)
Loss On Asset Disposal	(8,000.00)	0.00
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(6,168,135.00)	(1,063,288.92)
Allocations		
Reallocation Codes Expenditure	421,192.00	24,862.02
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	24,862.02
Net Operating by Nature & Type	9,132,693.00	2,377,270.57

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2019**

Job #	Job Description	YTD Actual 2019/20
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	0.00
RR002	Athol Rd (RoadID: 26) (Maintenance)	0.00
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	1,710.08
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	5,681.04
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	8,996.83
RR008	Barrington Rd (RoadID: 13) (Maintenance)	2,394.64
RR009	Batemans Rd (RoadID: 78) (Maintenance)	671.78
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	0.00
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	389.69
RR013	Beringer Rd (RoadID: 29) (Maintenance)	9,297.12
RR014	Bethany Rd (RoadID: 148) (Maintenance)	538.45
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	1,150.71
RR017	Bremner Rd (RoadID: 6) (Maintenance)	2,044.24
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	0.00
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	0.00
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	0.00
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,622.79
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	0.00
RR024	Caudle Rd (RoadID: 140) (Maintenance)	0.00
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	738.77
RR027	Collins Rd (RoadID: 66) (Maintenance)	0.00
RR028	Cookes Rd (RoadID: 61) (Maintenance)	0.00
RR029	Corberding Rd (RoadID: 43) (Maintenance)	1,678.17
RR030	County Peak Rd (RoadID: 96) (Maintenance)	266.70
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	31,570.26
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	0.00
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	0.00
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	299.98
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	3,184.65
RR036	Drapers Rd (RoadID: 79) (Maintenance)	646.93
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2019**

Job #	Job Description	YTD Actual 2019/20
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	3,150.74
RR039	Ewert Rd (RoadID: 27) (Maintenance)	16,540.18
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	336.87
RR041	Fishers Rd (RoadID: 75) (Maintenance)	2,570.04
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	2,674.60
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,766.10
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	1,069.68
RR045	Heals Rd (RoadID: 95) (Maintenance)	348.34
RR046	Hills Rd (RoadID: 76) (Maintenance)	612.83
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	0.00
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	592.39
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	0.00
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	1,792.55
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	4,647.97
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	0.00
RR060	Lennard Rd (RoadID: 58) (Maintenance)	2,704.41
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	0.00
RR063	Maitland Rd (RoadID: 39) (Maintenance)	444.36
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	0.00
RR065	Manns Rd (RoadID: 59) (Maintenance)	8,946.23
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	245.85
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	0.00
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	777.52
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	621.35
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	2,466.71
RR075	Murrays Rd (RoadID: 71) (Maintenance)	1,753.94
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2019**

Job #	Job Description	YTD Actual 2019/20
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	2,052.13
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	1,499.83
RR079	Patten Rd (RoadID: 53) (Maintenance)	485.18
RR080	Petchells Rd (RoadID: 38) (Maintenance)	323.46
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	706.48
RR082	Pike Rd (RoadID: 45) (Maintenance)	0.00
RR083	Potts Rd (RoadID: 14) (Maintenance)	1,895.87
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	377.48
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	1,206.71
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	1,824.76
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	970.39
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	0.00
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	561.32
RR092	Schillings Rd (RoadID: 65) (Maintenance)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	1,268.93
RR095	Simmons Rd (RoadID: 101) (Maintenance)	0.00
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	250.64
RR098	Smith Rd (RoadID: 72) (Maintenance)	4,035.73
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	0.00
RR100	Spavens Rd (RoadID: 44) (Maintenance)	0.00
RR101	Springhill Rd (RoadID: 23) (Maintenance)	0.00
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	524.00
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	590.93
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	533.67
RR105	Thomas Rd (RoadID: 31) (Maintenance)	0.00
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	643.17
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	0.00
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	0.00
RR109	Walgy Rd (RoadID: 42) (Maintenance)	0.00
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	1,439.60
RR112	Warradale Rd (RoadID: 67) (Maintenance)	0.00
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	0.00
RR114	Westdale Rd (RoadID: 166) (Maintenance)	0.00
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 August 2019		
Job #	Job Description	YTD Actual 2019/20
RR116	Woods Rd (RoadID: 68) (Maintenance)	67.19
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	1,993.84
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	671.78
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	1,805.32
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	272.56
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	0.00
RR999	Rural Roads Various (Maintenance)	14,394.21
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	167,340.67
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	318.23
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	0.00
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	355.82
TS011	Delisle St (RoadID: 120) (Maintenance)	200.63
TS012	Dempster St (RoadID: 111) (Maintenance)	0.00
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	82.21
TS015	Elizabeth St (RoadID: 131) (Maintenance)	363.67
TS016	Ernest Drv (RoadID: 135) (Maintenance)	24.22
TS017	Forrest St (RoadID: 103) (Maintenance)	1,361.89
TS018	George St North (RoadID: 161) (Maintenance)	268.79
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	0.00
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	829.38
TS023	Hope St (RoadID: 115) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 August 2019		
Job #	Job Description	YTD Actual 2019/20
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	315.23
TS026	Hunt Rd (Maintenance)	481.82
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	330.88
TS030	Langsford St (RoadID: 152) (Maintenance)	49.80
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	894.46
TS034	Mcneil St (RoadID: 141) (Maintenance)	345.62
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	0.00
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	91.47
TS042	Richardson St (RoadID: 124) (Maintenance)	0.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	48.41
TS046	Short St (RoadID: 121) (Maintenance)	49.67
TS047	Smith St (RoadID: 108) (Maintenance)	489.75
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	626.96
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	34.51
TS999	Town Streets Various (Maintenance)	1,651.18
Sub Total	Town Streets Maintenance	9,214.60
Total	Road Maintenance	176,555.27

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 August 2019						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
3027830	Reserve Funds Bendigo					
	Long Service Leave	43,300.98				
	Office Equipment	94.20				
	Airfield Emergency	39,239.79				
	Plant	488,155.74				
	Bush Fire Fighters	126,292.65				
	Building	352,637.94				
	Recreation Ground	419,842.73				
	Cropping Committee	134,138.51				
	Avon River Development	25,383.07				
	Annual Leave	136,589.02				
	Community Bus	36,074.87				
	Road Construction	495,739.86				
	Senior Housing	75,379.00	2,372,868.36	6 mnths	1.95%	3/01/2020
3050904	Term Deposit Bendigo	403,419.18		3 mnths	1.85%	18/10/2019
3092651	Term Deposit Bendigo	303,102.74		3 mnths	1.65%	26/11/2019
2930463	Term Deposit Bendigo	300,000.00	1,006,521.92	6 mnths	2.50%	24/09/2019
	Total		3,379,390.28			

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 17 September 2019
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: August 2019 – 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 2019.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2019/20 Budget.

STATUTORY ENVIRONMENT

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

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

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

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

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

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2019/20 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

August 2019:

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

Cheque vouchers

09 August 19	1738-1738	(1)	\$	381.81	(authorised by DCEO S Marshall and Cr D White)	
16 August 19	1739-1739	(1)	\$	1,422.53	(authorised by CEO S Gollan and DCEO S Marshall)	
27 August 19	1740-1740	(1)	\$	8,027.06	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of cheque vouchers for August 2019 incl				\$	9,831.40	previously paid

EFT vouchers

07 August 19	EFT 1-39	(39)	\$	56,194.10	(DCEO S Marshall and Cr D White)	
09 August 19	EFT 4905-4928	(24)	\$	102,935.73	(authorised by DCEO S Marshall and Cr D White)	
16 August 19	EFT 4930-4959	(30)	\$	98,516.09	(authorised by CEO S Gollan and DCEO S Marshall)	
20 August 19	EFT 1-39	(39)	\$	55,681.50	(authorised by CEO S Gollan and DCEO S Marshall)	
27 August 19	EFT 4964-4992	(29)	\$	65,579.66	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of EFT vouchers for August 2019 incl				\$	378,907.08	previously paid.

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for August 2019 incl				\$	0.00	previously paid.
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EFT vouchers

09 August 19	EFT 4929-4929	(1)	\$	50.00	(authorised by DCEO S Marshall and Cr D White)	
27 August 19	EFT 4961-4863	(3)	\$	600.00	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of EFT vouchers for August 2019 incl				\$	650.00	previously paid.

- (3) **Direct Debit** Payments totalling \$ 89,538.88 previously paid.
- (4) **Credit Card** Payments totalling \$ 956.98 previously paid.

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1738	09-Aug-2019	Water Corporation	Water use - Balkuling Rd Standpipe: 23 May - 30 Jul 19	(381.81)	(381.81)
Cheque #	1739	16-Aug-2019	Telstra	2019-08 Aug Telephone Accounts	(1,422.53)	(1,422.53)
Cheque #	1740	27-Aug-2019	Water Corporation	2019-08 Aug Water Accounts	(8,027.06)	(8,027.06)
EFT Pymt	EFT 4905	09-Aug-2019	AAA Asphalt Surfaces	RR999 (Various rural roads): 1T Bulka bag Cold Mix	(869.00)	
EFT Pymt	EFT 4906	09-Aug-2019	Avon Trading Pty Ltd	2019-07 Jul Hardware Purchases	(1,157.70)	
EFT Pymt	EFT 4907	09-Aug-2019	Baileys Fertilisers	Rec Grnd Oval: Pallet of fertiliser	(1,628.00)	
EFT Pymt	EFT 4908	09-Aug-2019	Batteries Plus (Aussie IT)	Toner & batteries supply	(597.26)	
EFT Pymt	EFT 4909	09-Aug-2019	Beverley Medical Practice	Acting CESM: Employment Medical	(120.00)	
EFT Pymt	EFT 4910	09-Aug-2019	Beverley Supermarket & Liquor (IGA)	2019-07 Jul Purchases	(449.53)	
EFT Pymt	EFT 4911	09-Aug-2019	Beverley Transport Service	MUN2004 (Yenyenning Lakes Rd): Gravel carting	(4,620.00)	
EFT Pymt	EFT 4912	09-Aug-2019	Building Commission (BSL)	2019-07 Jul 19 Collections x 2 (Lics 19/20: 01, 03)	(631.92)	
EFT Pymt	EFT 4913	09-Aug-2019	CTF - Construction Training Fund (BCTIF)	2019-07 Jul 19 Collections x 1 (Lics 19/20: 03)	(838.86)	
EFT Pymt	EFT 4914	09-Aug-2019	Correring P/L	Pushing fee for Gravel Jan - Jun 2019	(4,858.18)	
EFT Pymt	EFT 4915	09-Aug-2019	Focus Networks	Jul 2019 Computer Support	(3,659.59)	
EFT Pymt	EFT 4916	09-Aug-2019	Green Planet Grass	AS11035 (LBS2005) - Bowling Green Replacement: 2nd instalment	(34,500.00)	
EFT Pymt	EFT 4917	09-Aug-2019	IT Vision User Group Inc	2019/20 Membership Subscription	(748.00)	
EFT Pymt	EFT 4918	09-Aug-2019	LGPA - Local Government Professionals Aust WA (LGMA)	2019/20 Council Corporate Membership	(2,925.00)	
EFT Pymt	EFT 4919	09-Aug-2019	LGSA - Local Gov Supervisors Assoc WA Inc	2019 LGSA Conference, Joondalup Resort, 13-15 Aug 2019: S Vincent, Manager of Works	(929.50)	
EFT Pymt	EFT 4920	09-Aug-2019	MAL Automotives P/L	BE594, BE034, BE009: Post Season Services	(3,779.80)	
EFT Pymt	EFT 4921	09-Aug-2019	Michael Wilson	2019-08 Aug: Photocopying & Delivery of the Blarney	(250.00)	
EFT Pymt	EFT 4922	09-Aug-2019	Patricia Ann Tuddenham	Aug 2019: E Waste Disposal	(8,000.00)	
EFT Pymt	EFT 4923	09-Aug-2019	Practical Products P/L	AS11003 (LBS1808) - Town Hall Kitchen Refurb: Stainless Steel Benches	(22,924.00)	
EFT Pymt	EFT 4924	09-Aug-2019	RM Surveys P/L	AS11053 (LBS1905) Westdale Fire Shed: Surveying site boundaries	(1,078.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4925	09-Aug-2019	Ramm Software P/L	2019/20 Annual Support & Maintenance	(6,685.14)	
EFT Pymt	EFT 4926	09-Aug-2019	Staff - Simon Marshall	Reimbursement of purchases	(1,111.50)	
EFT Pymt	EFT 4927	09-Aug-2019	State Library of WA (LISWA)	2019/20 Better Beginnings Program (Births) packs x 11	(60.50)	
EFT Pymt	EFT 4928	09-Aug-2019	WA Contract Ranger Services	Ranger Services: 19 & 26 Jul 2019	(514.25)	(102,935.73)
EFT Pymt	EFT 4930	16-Aug-2019	AITS Specialists P/L	2019-07 Jul Fuel Tax Credits	(479.05)	
EFT Pymt	EFT 4931	16-Aug-2019	ATM - Australian Training Management	Chainsaw Training & Assessment, 16 & 18 Jul 2019, Beverley: 14 Participants	(3,465.00)	
EFT Pymt	EFT 4932	16-Aug-2019	Australia Post	2019-07 Jul Postage	(1,330.02)	
EFT Pymt	EFT 4933	16-Aug-2019	Avon Express	2019-07 Jul19 Freight Charges	(66.00)	
EFT Pymt	EFT 4934	16-Aug-2019	Avon Waste	2,017 Bin Collection FE 02 Aug 19 inc Recycling Bins & 3 x Recycling Collections	(4,606.11)	
EFT Pymt	EFT 4935	16-Aug-2019	BOC Limited	2018-07 Jul Cylinder Rental: Medical oxygen C size	(6.09)	
EFT Pymt	EFT 4936	16-Aug-2019	Beverley Dome Fuel & Hire (BDF)	8,007 L Diesel @ \$1.3817/L GST incl	(11,063.27)	
EFT Pymt	EFT 4937	16-Aug-2019	Beverley Farm Services (BFS)	Noxious Weeds: Chemicals	(448.80)	
EFT Pymt	EFT 4938	16-Aug-2019	Beverley Post News and Gifts	2019-07 Jul Purchases	(74.69)	
EFT Pymt	EFT 4939	16-Aug-2019	Beverley Tyre Service (BTS)	2019-07 Jul Tyre Purchases	(1,505.50)	
EFT Pymt	EFT 4940	16-Aug-2019	Blackwoods	Various buildings: Cleaning products	(581.35)	
EFT Pymt	EFT 4941	16-Aug-2019	Britt Hadlow	Refund of credit balance in Debtors	(97.00)	
EFT Pymt	EFT 4942	16-Aug-2019	Bunnings Building Supplies P/L	Various: Hardware purchases	(340.99)	
EFT Pymt	EFT 4943	16-Aug-2019	Choices by Dallimores	AS11003 (LBS1808) - Town Hall Kitchen Refurb: Vinyl flooring	(9,607.40)	
EFT Pymt	EFT 4944	16-Aug-2019	Elaine Eileen White	Rates refund (sale of property) Ass 776 - 28 Lukin Street, Beverley 6304	(573.27)	
EFT Pymt	EFT 4945	16-Aug-2019	Elders Rural Services Aust Ltd	Various: Supplies	(810.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4946	16-Aug-2019	Keytel Communications P/L	Admin Bldg: Update telephone system	(1,474.00)	
EFT Pymt	EFT 4947	16-Aug-2019	Kleenheat Gas	2019/20 Cylinder Service for 2.75kL bulk tank	(770.55)	
EFT Pymt	EFT 4948	16-Aug-2019	MAL Automotives P/L	BE464 (PSDN12): 15,000km Service	(236.81)	
EFT Pymt	EFT 4949	16-Aug-2019	PCS - Perfect Computer Solutions	2019-07 Jul - Medical Centre: Computer Support	(170.00)	
EFT Pymt	EFT 4950	16-Aug-2019	QCA - Quick Corporate Australia	2019-07 Jul Stationery Order	(771.02)	
EFT Pymt	EFT 4951	16-Aug-2019	RA-AN Enterprises	Various: Dozer hire to push gravel	(24,662.00)	
EFT Pymt	EFT 4952	16-Aug-2019	RCPA (WA) Reinforced Concrete Pipes Aust (WA) P/L	MUN1715 Mann Street (Industrial Land): Culvert installation	(5,412.83)	
EFT Pymt	EFT 4953	16-Aug-2019	Rapid Print Finishing - Pritchard Bookbinders	Binding of Council Minutes	(541.20)	
EFT Pymt	EFT 4954	16-Aug-2019	Sheila Sheehan	Rates refund (credit balance) for Ass 705 - 43 Harper Street, Beverley 6304	(400.00)	
EFT Pymt	EFT 4955	16-Aug-2019	Staff - Stephen Vincent	Reimbursement: LGSA Conference 13 - 15 Aug 2019	(398.00)	
EFT Pymt	EFT 4956	16-Aug-2019	Synergy	Street Lights: 25 Jun - 24 Jul 19	(2,166.00)	
EFT Pymt	EFT 4957	16-Aug-2019	Toll Ipec P/L (Courier Aust)	Freight Charges: 29 - 31 Jul 2019	(98.95)	
EFT Pymt	EFT 4958	16-Aug-2019	WALGA - WA Loc Gov Assoc	2019/20 Subscriptions	(25,160.19)	
EFT Pymt	EFT 4959	16-Aug-2019	Westcoast Landscape & Design	Cornerstone: Replace 4 grass trees	(1,200.00)	(98,516.09)
EFT Pymt	EFT 4964	27-Aug-2019	ADC Projects	Swim Pool - Aquatic Centre Redevelopment & Cornerstone Bldg - Defects	(7,199.50)	
EFT Pymt	EFT 4965	27-Aug-2019	Afgri Equipment Aust P/L	Various plant: Parts & Services	(2,730.32)	
EFT Pymt	EFT 4966	27-Aug-2019	Angie Roe Photography	Promotion of Beverley: Commercial license to use 2 images	(100.00)	
EFT Pymt	EFT 4967	27-Aug-2019	Avon Waste	2,017 Bin Collection FE 16 Aug 19 inc Recycling Bins & 3 x Recycling Collections	(4,606.11)	
EFT Pymt	EFT 4968	27-Aug-2019	Beverley Community Resource Centre (CRC)	2019-08 Aug (Ed 418): Blarney Compilation & Photocopying	(1,020.00)	
EFT Pymt	EFT 4969	27-Aug-2019	Beverley Country Kitchen (BCK)	Committee Meets - 13 Aug 19: Lunch for 12	(204.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4970	27-Aug-2019	Bunnings Building Supplies P/L	Various Blgs: Hardware purchases	(791.46)	
EFT Pymt	EFT 4971	27-Aug-2019	Diane Michelle Ugle	Rates refund (credit balance) for Ass 51267 - 17 Brockman Street, Beverley 6304	(500.00)	
EFT Pymt	EFT 4972	27-Aug-2019	Filter Discounters P/L	Various plant: Parts	(1,055.67)	
EFT Pymt	EFT 4973	27-Aug-2019	Filters Plus	BE026 (PROL02): Parts	(366.08)	
EFT Pymt	EFT 4974	27-Aug-2019	Grant A Hobbs	AS11054 (LBS2004) - Kinetic sculpture: Purchase of	(6,000.00)	
EFT Pymt	EFT 4975	27-Aug-2019	Green Planet Grass	AS11035 (LBS2005) - Bowling Green Replacement: 3rd & final instalment	(23,100.00)	
EFT Pymt	EFT 4976	27-Aug-2019	Kidsafe Western Australia (Inc)	Training - Playground Inspection, 13-14 August: D Gibson	(1,000.00)	
EFT Pymt	EFT 4977	27-Aug-2019	Landgate	Valuation Fees (Rural UV Interim Shd): 08 Jun - 05 Jul 19 x 4 values	(292.86)	
EFT Pymt	EFT 4978	27-Aug-2019	Matrix Productions	Town Hall - Stage Curtain & Track Replacement: Measuring of	(250.00)	
EFT Pymt	EFT 4979	27-Aug-2019	Napa Parts - Midland (Division of GPC Asia Pacific P/L)	Various Plant: Parts	(209.95)	
EFT Pymt	EFT 4980	27-Aug-2019	Officeworks Ltd	Meeting Room Cabling & Stationery	(192.80)	
EFT Pymt	EFT 4981	27-Aug-2019	RBB - Ralph & Beattie Bosworth P/L	Consultancy (Aquatic Centre Redevelopment): Prep of construction cost estimate	(3,575.00)	
EFT Pymt	EFT 4982	27-Aug-2019	Shire of Brookton	2019/2020 WBelt South Regional Road Group: Chairperson Honorarium	(100.00)	
EFT Pymt	EFT 4983	27-Aug-2019	Snap Osborne Park	2019/20 Budget & Rates Information brochures & Avondale Flyers	(1,431.40)	
EFT Pymt	EFT 4984	27-Aug-2019	Speciale Smash Repairs	BE000 (PUTE12): Excess on claim 3386563	(1,000.00)	
EFT Pymt	EFT 4985	27-Aug-2019	Staff - Stefan de Beer	Reimbursements: Jul to Aug 2019 Landline & Internet costs; Parking	(95.39)	
EFT Pymt	EFT 4986	27-Aug-2019	Synergy	Power use - Caravan Park, Cornerstone, Swim Pool & Rec Grounds	(3,092.35)	
EFT Pymt	EFT 4987	27-Aug-2019	Toll Ipec P/L (Courier Aust)	Freight Charges: 03 Jun - 07 Aug 2019	(23.82)	
EFT Pymt	EFT 4988	27-Aug-2019	Urbis P/L	Consultancy: County Peak & Bev Pioneer Trail: Progress payment	(4,297.15)	
EFT Pymt	EFT 4989	27-Aug-2019	Vanguard Press	Area Promotion: 1,000 flyers for 2019 Bev Ag Show, 24 Aug 2019	(357.50)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4990	27-Aug-2019	WA Contract Ranger Services	Ranger Services: 01 - 09 Aug 2019	(935.00)	
EFT Pymt	EFT 4991	27-Aug-2019	Workhouse Advertising P/L	2019/20 Rates Information booklet: Artwork	(990.00)	
EFT Pymt	EFT 4992	27-Aug-2019	ZircoData Pty Ltd	2019-07 Jul: Storage of Archives 138 x A1 Storage Boxes (Std Ctn)	(63.30)	(65,579.66)
Direct Debit	DD 2307.1	06-Aug-2019	Superwrap - Personal Super Plan	Superannuation contributions	(984.28)	
Direct Debit	DD 2307.2	06-Aug-2019	WA Super	Superannuation contributions	(7,050.84)	
Direct Debit	DD 2307.3	06-Aug-2019	MLC MasterKey Personal Super	Superannuation contributions	(76.32)	
Direct Debit	DD 2307.4	06-Aug-2019	REST	Superannuation contributions	(93.17)	
Direct Debit	DD 2307.5	06-Aug-2019	Australian Super	Superannuation contributions	(609.90)	
Direct Debit	DD 2307.6	06-Aug-2019	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(229.07)	
Direct Debit	DD 2307.7	06-Aug-2019	Cbus Super Fund	Superannuation contributions	(202.54)	
Direct Debit	DD 2307.8	06-Aug-2019	AMP Lifetime Super	Superannuation contributions	(150.97)	
Direct Debit	DD 2307.9	06-Aug-2019	UniSuper	Superannuation contributions	(201.76)	(9,598.85)
Direct Debit	DD 2320.1	20-Aug-2019	Shadforth Portfolio Service - Super	Superannuation contributions	(827.72)	
Direct Debit	DD 2320.2	20-Aug-2019	UniSuper	Superannuation contributions	(201.76)	
Direct Debit	DD 2320.3	20-Aug-2019	WA Super	Superannuation contributions	(7,072.91)	
Direct Debit	DD 2320.4	20-Aug-2019	Superwrap - Personal Super Plan	Superannuation contributions	(209.40)	
Direct Debit	DD 2320.5	20-Aug-2019	MLC MasterKey Personal Super	Superannuation contributions	(91.00)	
Direct Debit	DD 2320.6	20-Aug-2019	REST	Superannuation contributions	(97.83)	
Direct Debit	DD 2320.7	20-Aug-2019	Australian Super	Superannuation contributions	(581.83)	
Direct Debit	DD 2320.8	20-Aug-2019	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(229.07)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 2320.9	20-Aug-2019	Cbus Super Fund	Superannuation contributions	(202.54)	
Direct Debit	DD 2320.10	20-Aug-2019	AMP Lifetime Super	Superannuation contributions	(81.67)	(9,595.73)
Direct Debit	48	05-Aug-2019	7 - CBA Merchant Fee	CBA Merchant Fee	(315.34)	
Direct Debit	48	06-Aug-2019	1 - Bank Charges	ANZ Bank Merchant Fee BPAY	(77.00)	
Direct Debit	48	06-Aug-2019	8 - ANZ Transactive	ANZ Transactive Fee	(78.80)	
Direct Debit	48	01-Aug-2019	1 - Bank Charges	BPAY Fees	(29.71)	
Direct Debit	EFT 4904	01-Aug-2019	Exetel P/L	2019-07 Jul: 2nd NBN service	(69.00)	(569.85)
Direct Debit	48	01-Aug-2019	3 - Payments for DoT	Payments for DoT	(931.30)	
Direct Debit	48	02-Aug-2019	3 - Payments for DoT	Payments for DoT	(3,414.00)	
Direct Debit	48	06-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,980.10)	
Direct Debit	48	07-Aug-2019	3 - Payments for DoT	Payments for DoT	(16,160.15)	
Direct Debit	48	08-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,986.20)	
Direct Debit	48	09-Aug-2019	3 - Payments for DoT	Payments for DoT	(5,921.00)	
Direct Debit	48	12-Aug-2019	3 - Payments for DoT	Payments for DoT	(3,134.50)	
Direct Debit	48	13-Aug-2019	3 - Payments for DoT	Payments for DoT	(1,219.25)	
Direct Debit	48	14-Aug-2019	3 - Payments for DoT	Payments for DoT	(3,471.10)	
Direct Debit	48	15-Aug-2019	3 - Payments for DoT	Payments for DoT	(3,875.20)	
Direct Debit	48	16-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,829.35)	
Direct Debit	48	19-Aug-2019	3 - Payments for DoT	Payments for DoT	(654.95)	
Direct Debit	48	20-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,723.80)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	48	21-Aug-2019	3 - Payments for DoT	Payments for DoT	(8,762.55)	
Direct Debit	48	22-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,341.85)	
Direct Debit	48	23-Aug-2019	3 - Payments for DoT	Payments for DoT	(1,290.15)	
Direct Debit	48	26-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,528.70)	
Direct Debit	48	28-Aug-2019	3 - Payments for DoT	Payments for DoT	(2,312.65)	
Direct Debit	48	29-Aug-2019	3 - Payments for DoT	Payments for DoT	(1,308.50)	
Direct Debit	48	30-Aug-2019	3 - Payments for DoT	Payments for DoT	(929.15)	(69,774.45)
Direct Debit	EFT 4960	23-Aug-2019	Credit Card - Shire of Beverley	JuL 2019 Credit Card Purchases	(956.98)	(956.98)
PAYMENTS RAISED IN CURRENT MONTH					(367,358.74)	(367,358.74)
WAGES & SALARIES						
EFT Pymt		07-Aug-2019	Wages & Salaries	FE - 06 Aug 2019	(56,194.10)	
EFT Pymt		20-Aug-2019	Wages & Salaries	FE - 20 Aug 2019	(55,681.50)	
WAGES & SALARIES					(111,875.60)	(111,875.60)
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 #	1736	30-Jul-2019	ACMA - Australian Comm & Media Authority	Land mobile Appart Lic Renewal Lic 252869/1 Exp: 02 Sep 2020	(113.00)	
Cheque #	1737	30-Jul-2019	Water Corporation	Sports Complex: 2019/20 Trade Waste Permit	(919.62)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(1,032.62)	(1,032.62)

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
TRANSFERS to TRUST						
				<i>TRANSFERS to TRUST</i>	<i>0.00</i>	<i>0.00</i>
OTHER AMENDMENTS/GENERAL JOURNALS						
				<i>OTHER AMENDMENTS/GENERAL JOURNALS</i>	<i>0.00</i>	<i>0.00</i>
INVESTMENTS						
				<i>INVESTMENTS</i>	<i>0.00</i>	<i>0.00</i>
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT						(480,266.96)
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
Credit card	167/010719	01-Jul-2019	McDonalds	National Trust Meet re Avondale (01 Jul 19) - Refreshments for 2 staff	27.60	
Credit card	090719	09-Jul-2019	The Cut Golf Course	Refreshments (charged in error - see reversal made on 12 Jul 19)	7.70	
Credit card	YH8PRNXF2VY K	16-Jul-2019	Dropbox Intl Ultd Co	2019/20 Subscription Dropbox	316.11	
Credit card	533431	18-Jul-2019	Tile Boutique	AS11003 (LBS1808) - Town Hall Kitchen Refurb: Materials	77.00	
Credit card	IN0529657	24-Jul-2019	Ward Packaging	Various bldgs - Cleaning products: Rosche 6318 Ultraslim hand towels	407.00	835.41
AVONDALE PURCHASES (Machinery Shed Museum)						
Credit card	8454	20-Jul-2019	Bev Dome Fuel	40.31L ULP	57.60	
Credit card	212850-JESSE	27-Jul-2019	Supercheap Auto	Parts	63.97	121.57
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					956.98	956.98
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
EFT Pymt	EFT 4929	09-Aug- 2019	Wendy Moore	Refund of Gym Key Bond (Rec 16489)	(50.00)	(50.00)
EFT Pymt	EFT 4961	27-Aug- 2019	Beverley Amateur Dramatics	Refund of Building Bonds - Hall Hire, Booking 16-17 Aug 2019 (Rec 22218)	(200.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
<i>EFT Pymt</i>	<i>EFT 4962</i>	<i>27-Aug-2019</i>	<i>Bi-Tone West Caravan Club</i>	<i>Refund of Building Bonds - Rec Centre Hire, Booking 02-04 Aug 2019 (Rec 21562)</i>	<i>(200.00)</i>		
<i>EFT Pymt</i>	<i>EFT 4963</i>	<i>27-Aug-2019</i>	<i>Gillian Hill</i>	<i>Refund of Building Bonds - Hall Hire, Booking 23 Aug 2019 (Rec 22491)</i>	<i>(200.00)</i>	<i>(600.00)</i>	
<i>PAYMENTS RAISED IN CURRENT MONTH</i>					<i>(650.00)</i>	<i>(650.00)</i>	
<i>PAYMENTS UNPRESENTED IN CURRENT BANK #</i>							
					<i>PAYMENTS UNPRESENTED IN CURRENT BANK #</i>	<i>0.00</i>	<i>0.00</i>
<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>							
					<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>	<i>0.00</i>	<i>0.00</i>
<i>OTHER AMENDMENTS/GENERAL JOURNALS</i>							
					<i>OTHER AMENDMENTS/GENERAL JOURNALS</i>	<i>0.00</i>	<i>0.00</i>
					<i>TOTAL EXPENDITURE for TRUST ACCOUNT</i>		<i>(650.00)</i>
TOTAL EXPENDITURE as reconciled to the AUGUST 2019 BANK STATEMENTS							
					Municipal Account Expenditure		(480,266.96)
					Trust Account Expenditure		(650.00)
					TOTAL EXPENDITURE for AUGUST 2019		(480,916.96)

11.3 Rates - Request for Discount Assessment 51335

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 12 September 2019
APPLICANT: Assessment 51335
FILE REFERENCE: ADM 0439
AUTHOR: N.J. Ashworth, Finance Officer
ATTACHMENTS: Email from Ratepayer

SUMMARY

Council to consider allowing the discount on Assessment 51335.

BACKGROUND

The annual rate notice was sent 26 July 2018, and the due date was the 2 September 2019. The ratepayer had set the payment up with his bank (due to going to hospital) for the 6 September 2019, unfortunately he had misread the due date.

Rates on this property have historically been paid in the discount period with the discount being applied.

Historically Council has not approved any requests for discount to be allowed if paid after the cut-off date.

The ratepayer has also provided sand from his property for infrastructure projects within the Shire, but this was not for Shire projects.

COMMENT

The ratepayer believes that due to an error being made with the date while being in Hospital and also his contributions to infrastructure projects, Council should allow his discount on this occasion.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.46 allows

Discounts Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may, when imposing a rate or service charge, resolve* to grant a discount or other incentive for the early payment of any rate or service charge.

* Absolute majority required.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Discount amount totalling \$246.08

Penalty Interest totalling \$2.30

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council do not allow the discount, but on this occasion write off any Penalty Interest applicable to Assessment 51335.

Attachment 11.3

Sent: Thursday, 12 September 2019 8:28 AM
To: Natalie Ashworth
Subject: Re: Shire of Beverley - Rates Payment

Hi Natalie

Regarding our conversation this morning 12/09.19 about missing deadline for discount. I do apologise for missing deadline of 02/09/2019 as i made a forward direct debit of \$2544.82 but unfortunately i put in wrong date of 06/09/19 just 4 days late. This first this i have ever done a direct debit to shire for rates as i was going to be in hospital at time and also it it first time i have ever not paid rates early to shire.

In context i am asking shire to allow this to pass through as a early payments of rates and i apologise for the mix up of direct debit dates. The records will show that early payment has being made to shire every year. I also would like to point out that we have provided sand from our pit for infrastructure projects within the shire.

Please pass on this letter to shire for their consideration for the early discount of \$246.08 at the next shire meeting.

Kind regards

11.4 Rates - Request for Discount Assessment 51293

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 17 September 2019
APPLICANT: Assessment 51293
FILE REFERENCE: ADM 0439
AUTHOR: N.J. Ashworth, Finance Officer
ATTACHMENTS: Email from Ratepayer

SUMMARY

Council to consider allowing the discount on Assessment 51293.

BACKGROUND

The annual rate notice was sent 26 July 2018, and the due date was the 2nd September 2019. The ratepayer paid by BPAY on the 3rd September.

Rates on this property have historically been paid in the discount period with the discount being applied.

Historically Council has not approved any requests for discount to be allowed if paid after the cut-off date.

COMMENT

The ratepayer believes that being charged an extra 10% on our rates is not a reasonable penalty for being one day late. They are aware that some rate notices are not as large as ours so maybe the 10% is not noticed, but when it is \$3828.25 it is an unjust penalty.

“We have been long standing rate payers and community members of Beverley and paid our rates on time through the years. We have contributed both financially and in kind to the community of Beverley and been active members in many clubs and events over the years. After all our goodwill within the Shire of Beverley I feel a \$3828.25 penalty for being 1 day late in paying our rates is not reasonable.”

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.46 allows

Discounts Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may, when imposing a rate or service charge, resolve* to grant a discount or other incentive for the early payment of any rate or service charge.

* Absolute majority required.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Discount amount totalling \$3828.25.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council do not allow the discount, but on this occasion write off any Penalty Interest applicable to Assessment 51335.

Attachment 11.4

Dear Steve, Dee and Councillors

I would like to request we are do not pay the \$3828.25 'discount' amount on our rates please? I was unfortunately one day late in paying our rates for this year. While I would be happy for some sort of penalty for late payment, I feel being charged an extra 10% on our rate notice is not a reasonable penalty. I know some rate notices are not as large as ours so maybe the 10% is not noticed, but when it is \$3828.25 it is an unjust penalty.

We have been long standing rate payers and community members of Beverley and paid our rates on time through the years. We have contributed both financially and in kind to the community of Beverley and have been active members in many clubs and events over the years. After all our goodwill with in the Shire of Beverley I feel a \$3828.25 penalty for being 1 day late in paying our rates is not reasonable. Could I say, I am not feeling the love!

I would just like to request that you think about my request and ask yourself if you really think \$3828.25 is a reasonable charge for paying a bill 1 day late?

Kind Regards

11.5 Fees and Charges: Cornerstone Function Room

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 18 September 2019
APPLICANT: Beverley CRC
FILE REFERENCE: ADM 0275
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider offering a discount for long-term hire of the function room in the Cornerstone building.

BACKGROUND

The Beverley Community Resource Centre (CRC) recently received a request to hire the function room 5 days a week for 7 weeks.

The standard daily rate is \$140 per day. The potential hirer, advised their budget was \$100 per day and requested a discount.

COMMENT

\$140 a day is very good value considering the size of the room, technology available, quality of kitchen and toilets and young age of the building.

Weekly and long-term bookings are good revenue and therefore a recommendation is put forward that if a hirer books and uses the function room for five consecutive days or more, a rate of \$100 per day be available.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* provides the following regarding fees and charges:

6.16 Imposition of fees and charges

- (2) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

* *Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
- (e) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (f) supplying a service or carrying out work at the request of a person;
 - (g) subject to section 5.94, providing information from local government records;
 - (h) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (g) supplying goods;
 - (h) such other service as may be prescribed.

- (4) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

* *Absolute majority required.*

6.17 Setting level of fees and charges

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

6.18 Effect of other written laws

- (3) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —
- (a) determine an amount that is inconsistent with the amount determined under the other written law; or
 - (b) charge a fee or charge in addition to the amount determined by or under the other written law.
- (4) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19 Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

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

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

2019/20 Budget and future budgets

STRATEGIC IMPLICATIONS

Goal 5. Existing businesses can grow in Beverley and new businesses are attracted
Strategy 5.2 Together with the Community Resource Centre we engage with businesses across the Shire to achieve common strategic goals.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That;

1. the discounted fee of \$100 per day be set for Cornerstone Function room hire of five consecutive days or more, be included in the Schedule of Fees and Charges.
2. the imposition of the new discounted fee of \$100 per day be set for Cornerstone Function room hire of five consecutive days for be advertised in the Beverley Blarney and on the Shire of Beverley website as per Section 6.19 of the *Local Government Act 1995*.

12. ADMINISTRATION

12.1 Partnering Agreement for the Provision of Mutual Aid for Recovery During Emergencies – Memorandum of Understanding

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 18 September 2019
APPLICANT: Central Country Zone Shires
FILE REFERENCE: ADM 0078
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Memorandum of Understanding

SUMMARY

Council to consider endorsing a Memorandum of Understanding between all Central Country Zone shires for the Provision of Mutual Aid for Recovery during Emergencies.

BACKGROUND

At the WALGA Central Country Zone meeting on 15th March 2019 discussion was held on the potential for a *Partnering Agreement for the Provision of Mutual Aid for Recovery during Emergencies*.

The meeting agreed to refer the concept of a Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery (MOU), to Member Councils for comment and the matter be listed for consideration at the in-person Zone meeting on Friday 30 August 2019. To assist in the consideration of this issue is the draft of an MOU prepared for the South West Country Zone.

Councillors considered the matter at its August 2019 Information Session where the MOU received support.

The WALGA Central Country Zone meeting on 30th August 2019 in Beverley considered the draft MOU where it resolved:

‘That, subject to any amendment, the Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery be adopted for a period of three years from the date of signing, subject to it being considered and endorsed by each local government’

COMMENT

As was advised at the August 2019 Information Session a similar MOU has operated in the South West of WA by twelve (12) local governments without any issues arising, so its recommended that Council agree to be part of the cooperative approach of assisting other local governments in the Central Country Zone in emergency events by endorsing the attached MOU.

The purpose of the MOU is:

To facilitate the provision of mutual aid between partnering Local Governments during emergencies and post incident recovery;

To enhance the capacity of our communities to cope in times of difficulty; and

To demonstrate the capacity and willingness of participating Local Governments to work co-operatively and share resources within the region.

STATUTORY ENVIRONMENT

Nil

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Should Council respond to a request from a local government in the Central Country Zone the Shire costs would relate to staff salary/wages whilst assisting in the emergency and any loss, damage or cost associated with the provision of support (i.e. plant, equipment, Protective clothing etc.), unless otherwise agreed in writing.

In many instances the loss of plant and equipment would be covered under Council's insurance, however there may be an insurance excess on particular plant or equipment that the Shire may have to meet.

The local government requesting the assistance will be responsible for all incidental cost associated with the provider's personnel and equipment such as catering, accommodation, OHS, transport, fuel and storage.

STRATEGIC IMPLICATIONS

Goal 11. We aim to protect and preserve our natural environment
Strategy 11.5 Apply appropriate bushfire protection

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses the Local Government Memorandum of Understanding, as detailed in the attachment, that will promote cooperation between the Central Country Zone Local Governments in emergency events.

Attachment 12.1

Local Government MoU

This Memorandum of Understanding is made on the [date] day of [month] [year].

Parties to the Agreement

**Shire of Beverley,
Shire of Brookton
Shire of Corrigin
Shire of Cuballing,
Shire of Dumbleyung,
Shire of Kulin,
Shire of Lake Grace,
Shire of Narrogin,
Shire of Pingelly,
Shire of Quairading,
Shire of Wagin,
Shire of Wandering,
Shire of West Arthur,
Shire of Wickepin,
Shire of Williams**

Hereinafter called the 'partnering LGs' 'parties' or 'partners'

Aim

This Memorandum of Understanding (MOU) sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

The guiding principle of this MOU is that any support given to a partnering LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the partnering LG providing the support.

Purpose

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Partnering Objectives

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

Attachment 12.1

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested;
2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

Allocation of Resources

1. This MOU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the LG seeking to offer aid.
2. This MOU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.

Responsibilities

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MOU recognises that each LG will have its own LEMPs in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MOU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between partnering LGs and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed, this may be subject to further negotiation and agreement in writing between the partners concerned.

Attachment 12.1

2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.
3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
4. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.
5. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.
6. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
7. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel and storage.

Cost Recovery

The West Australian National Disaster Relief and Recovery Arrangement (WANDRRA) guidelines provide for the reimbursement of expenditure incurred by partnering LGs during a disaster event. Each partnering LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies. The affected partnering LG area will claim these costs accordingly under the WANDRRA guidelines.

In the event a partnering LG's resources and/or equipment are required to assist another partnering LG, these costs would not be claimable via WANDRRA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

Duration and Amendment

The MOU will come into effect at the date which all parties have signed the agreement.

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Attachment 12.1

Term

Unless mutually extended, terminated or parties withdraw, this MOU will expire on [date to be inserted].

Withdrawal

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering LG's and the State Emergency Management Committee.

Notices

Communications in relation to this MOU should be addressed to:

The Executive Officer, Central Country Zone of WALGA,

12.2 Wheatbelt Secondary Freight Route – Formalisation of Commitment

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 18 September 2019
APPLICANT: Wheatbelt Secondary Freight Group
FILE REFERENCE: ADM 0173
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Methodology, Maps, Delivery Plan and Governance Plan
(under separate cover)

SUMMARY

It is requested by the Wheatbelt Secondary Freight Network Steering Committee that the associated 42 Local Governments formalise their commitment to WSNF Program, to be eligible for future funding and project consideration, via a formal resolution of Council.

BACKGROUND & COMMENT

42 Local Governments of the Wheatbelt region have worked collaboratively for over 4 years to secure funding to improve secondary freight network routes on Local Government Roads in the Wheatbelt. The Wheatbelt Secondary Freight Network (WSNF) Program has successfully been allocated \$70 million of Federal funding (ROSI) and this has been matched with State funding of \$17.5 million (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the Local Governments whose assets are being upgraded. The available \$87.5M will not be sufficient to upgrade all the identified 80 routes and good governance of this program, and ongoing collaboration between all parties, will be critical in securing additional funding.

Attached is Program Governance Plan (PGP) which identifies how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will assist to outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WR RRG) and Local Governments. The PGP will provide a framework and guidelines for all members of the WSNF Program to operate within. The PGP will be used to communicate to all stakeholders how the program will be governed. This PGP should be read in conjunction with the attached Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents that provide operational details about how on-ground capital works will be delivered for Stage 1 and beyond.

Now that the initial funding for the delivery of on-ground capital works for Stage 1 has been confirmed, it is proposed that all 42 Local Governments formalise their commitment to WSNF Program, to be eligible for future funding and project consideration. It is requested by the WSNF Steering committee that this formal commitment from all 42 Councils be via a formal resolution of Council, which will entail the presentation and acknowledgement of the following WSNF program documents:

- Project Governance Plan
- Program Delivery Plan
- Multi Criteria Analysis Methodology.

The 42 Council resolutions will be collated as addendums to a formal agreement that the Regional Road Group will sign with the Federal and State Governments on behalf of all 42 LGs associated with the WSNF program formalising the ongoing commitment to the program.

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A prioritisation of the Wheatbelt Secondary Freight Network routes will via a multi-criteria analysis (MCA) will be developed to score each route based on the available data submitted by Local Governments and the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. The criteria upon which each route will be assessed in the MCA includes:

Data Set	Description
ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

On-ground works for the WSNF program are expected to commence in financial year 2020/21 and be staged over a 3 to 5 year period depending upon Federal Government stipulations.

For the year 2019/20 the WSNF have identified 2 x pilot projects to begin on-ground works and refine project delivery methodologies and processes. These will be \$1 million dollars each and have been identified for the following Shires:

- Wheatbelt North
 - Shire of Victoria Plains
 - Lancelin to Meckering Route
 - Mogumber - Yarawindah Road
 - Project value \$1M
- Wheatbelt South
 - Shire of Quairading
 - Cunderdin to Kweda Route
 - Cunderdin - Quairading Road
 - Project Value \$1M

Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

- Individual Shires will provide the following to the Steering Committee for approval before any funding will be released
 - Scope
 - Budget
 - Methodology
 - Delivery
- WSFN 5 Year Plan incorporated in their LTFP.
- Individual Shires incorporate into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

STATUTORY ENVIRONMENT

Local Government Act 1995

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as Council twice previously supported the WSFR group "in principle". The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Local Governments with projects approved over the course of the WSFN program will be required to contribute approximately 7% of each individual project's total cost. The remaining funding will be provided by Federal Government 80% and State Government 13%.

STRATEGIC IMPLICATIONS

Goal 1: Shire infrastructure is prepared for economic gains and an increase in our population.

Strategy 1.1 Performance and structure of roads are included in our road management plan, communicated to Council and the community.

Strategy 1.2 Shire assets are prepared for commercial and population increases.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Formalise their commitment to the program the Wheatbelt Secondary Freight Network Program enabling them to be eligible for future funding and project consideration.
2. Receive the following WSN Program documents which outline how the WSN Steering Committee propose to administer the WSN Program:
 - Program Governance Plan
 - Program Delivery Plan
 - Multi Criteria Analysis Methodology.
3. Endorse the processes and procedures outlined in the Program Governance Plan which enables the Wheatbelt North and Wheatbelt South Regional Road Groups and the WSN Steering Committee to make decisions in accordance with in the Program Governance Plan.

12.3 Shire of Brookton – Appointment of Dual Fire Control Officers

SUBMISSION TO: Ordinary Council Meeting 24 September 2019
REPORT DATE: 18 September 2019
APPLICANT: Shire of Brookton
FILE REFERENCE: ADM 0015
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider the appointment of Dual Fire Control Officers: Mr Mark Whittington; Mr Bevan Walters; Mr Murray Hall; and Mr Len Simmons, as authorised officers for 2019/20 Bush Fire Season as requested by the Shire of Brookton.

BACKGROUND

In accordance with legislative requirements the Council is required to formally appoint its Bushfire Control Officers. This is done to ensure compliance and lawfully legitimise their authorisation under Bush Fires Act 1954, in fulfilling their duty.

COMMENT

Without the required authorisation from Council there is a perceived high level risk in relation to the duties performed by the newly appointed Dual Fire Control Officers, which could be deemed unlawful and potentially invalid should their actions be challenged through a judicial process.

STATUTORY ENVIRONMENT

As mentioned the appointment of a Dual Fire Control Officer for the 2018/19 Bush Fire season is undertaken in accordance with Section 38 of the Bush Fires Act, 1954.

ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

11. We aim to protect and preserve our natural environment
11.5 Apply appropriate bushfire protection

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoints under Section 38 of the Bush Fires Act, 1954 the following people from the Shire of Brookton: Mr Mark Whittington; Mr Bevan Walters; Mr Murray Hall; and Mr Len Simmons, as authorised officers in the capacity of Dual Fire Control Officer for 2019/20 Bush Fire Season.

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 to declare the meeting closed.

Development Application

Cleaning and screening of grain

Portion of Lots 505, 506 and 507 Great Southern Highway, Kokeby



Harley Dykstra[®]

PLANNING & SURVEY SOLUTIONS

DOCUMENT CONTROL

Control Version	DATE	Status	Distribution	Comment
A	5.8.2019	Draft	Internal	QA Review
B	7.8.2019	Final	Client	For approval to lodge

Prepared for: Statewide Grain Cleaning

Prepared by: DC

Reviewed by: DM

Date: 7/8/2019

Job No: 21970

Version: B

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Please note that the information in this report may not be directly applicable towards another client. The Consultant warns against adapting this report's strategies/contents to another land area which has not been researched and analysed by the Consultant. Otherwise, the Consultant accepts no liability whatsoever for a third party's use of, or reliance upon, this specific document.

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1. INTRODUCTION

1.1. Purpose

This development application has been prepared on behalf of the registered landowner of Lots 505, 506 and 507 Great Southern Highway, Kokeby (the '*subject site*'), and seeks planning approval from the Shire of Beverley to permit grain cleaning to be undertaken on a portion of the subject site which is approximately 24 hectares in area.

The Western Australian Planning Commission (WAPC) has recently granted approval to subdivide the subject site. The portion of the land holding subject to this development application, will form a new lot once the landowner finalises their conditions of subdivision and applies for a Certificate of Title. The landowner has entered into a contract for sale with Statewide Grain Cleaning to purchase the portion of land subject to this development application.

As a result of continued growth, Statewide Grain Cleaning is seeking to expand their business from their current location in Tenterden. The existing operations in Tenterden will be retained, and a new grain cleaning service is proposed to be established on the subject site.

This development application provides details of the proposed development (land use), and its ability to be considered by the Shire of Beverley. Details of the town planning and environmental considerations are provided, demonstrating the proposed land use is able to occur onsite without impacting on the local amenity, rural character or environment.

Approval of this development application is respectfully requested.

2. LAND DESCRIPTION

2.1. Land Ownership Details

Details of the landholding and ownership are contained in **Table 1** below. A copy of the Certificate(s) of Title are included at **Appendix A**.

Landowner:	Kim Riches Pty Ltd, Matt Riches Pty Ltd, Dave Riches Pty Ltd (as tenants in common in equal shares)			
<i>Lot No.</i>	<i>Vol/Folio</i>	<i>Plan/Diagram</i>	<i>Area (Ha)</i>	<i>Road Name/No.</i>
Lot 505	2592/697	P44300	40.062	Great Southern Highway
Lot 506	2592/698	P44300	40.039	Great Southern Highway
Lot 507	2592/699	P44300	63.54	Great Southern Highway

Table 1 – Summary of landowner and property details

2.2. Location & Context

The subject site is located approximately 16km south of the Beverley Townsite, or around half way between Beverley and Brookton. The property is located in a rural setting and used for rural purposes. A location plan showing the subject site is included in **Figure 1**.

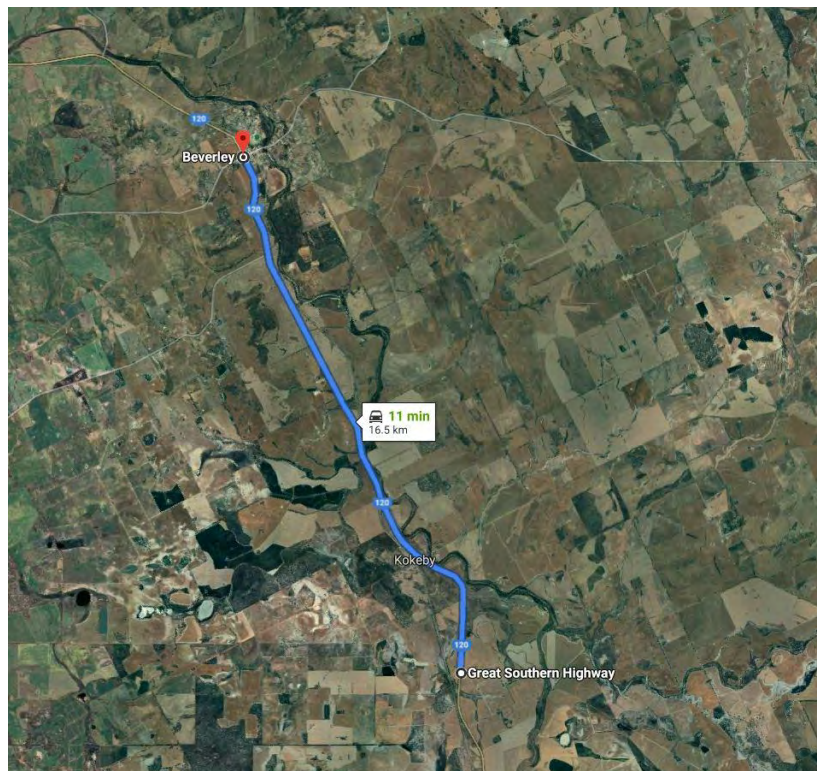


Figure 1 – Location Plan

(source: Google)

2.3. Site Description

The subject site (Lots 505, 506 and 507) is approximately 143.6 hectares. This application seeks planning approval to use a portion of the subject site, approximately 24 hectares in area, identified in **Figure 2** as the 'subject area.'

The subject site has been cleared of native vegetation, with the exception of some remnant vegetation located to the outer edge of a drainage channel in the south. Clearing of native vegetation is not required to support the proposed development.

The proposed development will be located on a portion of the site identified as the *subject area*, which contains a dwelling, outbuildings and two dams located to the south. The buildings are located on the highest portion of the site, approximately 230m AHD, with the land gently sloping down to around 210m AHD in the south. This portion of the site achieves good separation from the drainage channel and located is well above the floodplain.

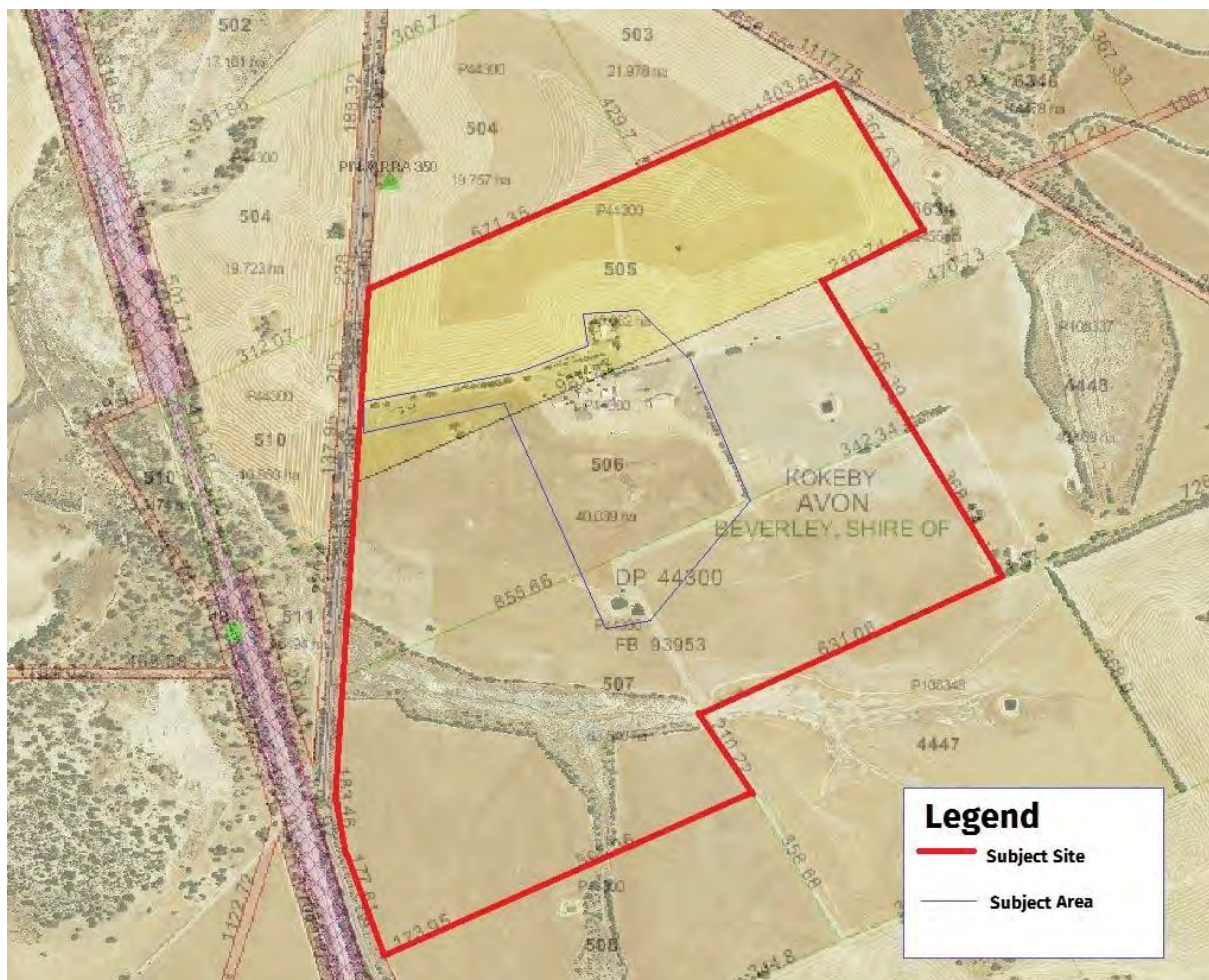


Figure 2 – Subject Site

(source: Landgate)

3. PROPOSED DEVELOPMENT

3.1. Development Overview

This development application seeks planning approval for the cleaning and screening of grain (*'grain cleaning'*) to occur on a portion of the subject site. Further details of this activity are provided below.

As the proposed development will only occupy a small area of the site, it is also intended that a number of sheep will be kept on the property to maintain pastures. It is estimated 100 – 120 sheep will be kept on the property, based on the Base Stock Rate of 5 DSE per hectare established within the Shire of Beverley. The raising of stock at these rates is considered 'Agriculture – extensive' under LPS 3, which is a 'P' land use class, meaning the use is permitted if it complies with the relevant development standards and requirements of the Scheme.

3.2. Grain Cleaning

Statewide Grain Cleaning have provided grain cleaning and screening services to the agricultural industry for over 25 years. While a large proportion of the company's grain cleaning service is completed offsite, a smaller but equally important component is undertaken onsite (currently at Lot 3 Nunijup Road, Tenterden). Due to continued growth of the business, the company is seeking planning approval to operate a grain cleaning service on a portion of the subject land.

Grain unable to be cleaned or graded offsite will be transported to the subject site by a tarp covered pocket road train (27.5m in length), where it will then be unloaded and stockpiled inside of the existing shed. Once delivered, a loader will be used to place the unprocessed grain into a reception hopper. A fan and set of vibrating sieves then cleans the grain by repeated suction to remove the lightest impurities such as sand, gravel and insects. Dust emitted from the cleaning process is controlled via a pulse jet baghouse system.

Clean grain is then fed through a set of sieves where it is separated according to grade (screened). The grain is then transported to silos via a fully enclosed conveyor belt system located at the base of the silos and bucket elevators or augers (also fully enclosed), before being fed into an opening at the top of the silos and stored according to product type and grade.

Clean and graded product is then loaded from the silos into road trains via an enclosed conveyor belt system and bucket elevator, before being transported offsite by road train with a tarp cover. High grade grain is predominately used by farmers for planting of crops, or on sold and used in the food supply chain. Low grade grain is typically used for livestock feed in the form of grain or pellets (manufactured offsite).

The plant and equipment involved in this operation ensures the grain remains dry, and all dust and noise emissions are contained onsite. It is anticipated that around 30,000 tonnes of grain will be processed onsite each year.

3.3. Hours of Operation

The proposed grain cleaning operation will employ two full time staff onsite, and will generally operate during the following times:

Monday – Friday	7.00am to 5.00pm
Saturday	6.00am to 6.00pm (peak season only)
Sunday & Public Holidays	Closed

3.4. Site Access and Vehicle Movements

Access to the site is provided via an existing crossover onto Great Southern Highway. The crossover is located on a flat and straight stretch of road, with good sight lines in both directions. No changes to the existing access arrangements are proposed to support the proposed development.

Table 2 below provides details of the additional vehicle movements associated with the proposed development, which is anticipated to generate an additional 2-3 trucks entering and exiting the site per day. Trucks will be parked offsite overnight.

Total Quantity of Grain to be cleaned	30,000 tonnes per annum
Average Truck Load	55 tonnes
Total Truck Movements	546 loads (full) 180 loads (empty) 726 loads (total)
Average Truck Movements (per week)	14
Average Truck Movements (per day)	2.4
Notes:	
1. Assumes no truck movements on Sunday or public holidays (10 days)	
2. Assumes one movement involves a vehicle entering and exiting the site (i.e. - round trip)	
3. Assumes that one in three (1/3) trucks entering or exiting the site will be empty	

Table 2: Summary of Truck Movements

3.5. Noise Emissions

Statewide Grain Cleaning currently operates from a 1.5 hectare industrial Lot located in Tenterden, with the nearest dwelling located on the opposite side of Albany Highway, around 100m away. The nature of the activity, plant and equipment, hours of operation and siting of activities onsite ensures no significant noise emissions are produced.

The proposed development is identified on a portion of the subject site approximately 2.5km from the nearest dwelling. The nature of the activity, plant and equipment, large lot size and separation available to adjoining properties will ensure that the proposed development will not result in any significant noise impacts on the surrounding landowners.

3.6. Dust Management

A range of dust management procedures are proposed to minimise the risk of offsite dust impacts. Many of the measures currently implemented by Statewide Grain Cleaning in their Tenterden operation will be incorporated in Kokeby, including; product handling, use of a baghouse system and use of enclosed conveyor systems to transport the grain.

Grain cleaning will occur inside a shed, with dust emitted from the cleaning process controlled via a pulse jet baghouse system. Clean grain will be transferred to storage silos via a fully enclosed conveyor system, to ensure the grain is protected from moisture and dust contained. This process, coupled with the large setbacks to adjoining lots, will ensure that the proposed development will not result in any significant dust impacts on the surrounding landowners.

Vehicle speeds onsite will be restricted to 15km/h for safety and to minimise dust emissions during dry weather conditions. It is anticipated a condition of approval will require a dust management plan to be approved by the Shire of Beverley prior to commencing activities onsite.

3.7. Visual Amenity

The rural nature of the proposed development aligns with the rural characteristics and setting of the locality, and no significant impact on the visual landscape amenity are anticipated.

Grain cleaning is proposed to occur inside of an existing shed, and any changes to the visual amenity will be insignificant. There are currently six 75 tonne silos located adjacent the shed, which will be replaced by ten 100 tonne silos generally in the same location. In any event, agricultural infrastructure of this type is consistent with the expected rural amenity of the locality

4. PLANNING FRAMEWORK

4.1. Shire of Beverley Local Planning Scheme No. 3

The subject site is zoned “Rural” under the Shire of Beverley Local Planning Scheme No. 3 (LPS 3), with surrounding land either zoned “Rural” or reserved for “Primary Distributor Road” and “Railway”.

This development application seeks planning approval to operate grain cleaning and screening on a portion of the subject site. The cleaning and screening of grain is an activity commonly undertaken on rural land, and associated with broad acre cropping, it is our view this use should be deemed “industry – primary production”. LPS 3 defines *industry – primary production* as a premises used:

- (a) to carry out a primary production business as that term is defined in the Income Tax Assessment Act 1997 (Commonwealth) section 995-1; or
- (b) for a workshop servicing plant or equipment used in primary production businesses.

A primary production business is defined in section 995-1 of the *Income Tax Assessment Act 1997 (Commonwealth)*, as a business of (**bold emphasis added**):

- (a) **cultivating or propagating** plants, fungi or their products or parts (including **seeds, spores, bulbs and similar things**), in any physical environment; or
- (b) maintaining animals for the purpose of selling them or their bodily produce (including natural increase); or
- (c) manufacturing dairy produce from raw material that you produced; or
- (d) conducting operations relating directly to taking or catching fish, turtles, dugong, beche-de-mer, crustaceans or aquatic molluscs; or
- (e) conducting operations relating directly to taking or culturing pearls or pearl shell; or
- (f) planting or tending trees in a plantation or forest that are intended to be felled; or
- (g) felling trees in a plantation or forest; or
- (h) transporting trees, or parts of trees, that you felled in a plantation or forest to the place:
 - (i) where they are first to be milled or processed; or
 - (ii) from which they are to be transported to the place where they are first to be milled or processed.

Cultivation is generally considered to be the act of caring for or raising a plant, whereas propagation refers to the act of producing a new plant from a parent plant.

Grain cleaning is undertaken to remove impurities such as sand, gravel and insects from the product using specialist equipment. Once the impurities have been removed, clean grain may be used for the planting of crops, sold as livestock feed, or used in the food supply chain. Accordingly, grain cleaning may be considered as an essential component associated with the cultivation and propagation of plants, or with maintaining of animals for the purpose of selling them or their bodily produce.

Of the land uses listed in LPS 3, *Industry – primary production* is considered the most appropriate and accurate land use associated with the cleaning of grain. In the event the Shire does not consider that this activity falls neatly within the definition of ‘*industry – primary production*’, the proposed development may otherwise be assessed as a ‘*use not listed*’.

LPS 3 identifies *industry – primary production* as a “D” land use class in the Rural zone, meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval. Further details on the town planning and environmental considerations is contained in **section 5**.

4.2 State Planning Policy 3.7 – Planning in Bushfire Prone Areas

A portion of the site is located within a bushfire prone area, as designated by the Department of Fire and Emergency Services Commissioner. This portion is associated with vegetation located within the Great Southern Highway Road Reserve and Avon River foreshore.

Planning Bulletin 111/2016 (PB 111/2016) has been prepared to assist with the interpretation and implementation of SPP 3.7, and acknowledges that in certain instances there may not be any practical reason to require a BAL assessment. As the proposed development is identified to occur on a portion of the site not identified as bushfire prone, there is no practical reason for a BAL assessment to accompany this application.

5. TOWN PLANNING AND ENVIRONMENTAL CONSIDERATIONS

In the assessment of this application, the local government may deem the cleaning of grain as either *'industry – primary production'* or as a *'use not listed'*.

In assessing a development application for a use not listed, the following information should be considered in relation to the suitability of the proposed use within the locality and objectives of the Rural zone.

Part 3 of LPS 3 establishes the objectives of the Rural zone, with the following objectives considered relevant to this application:

- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and water course systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.
- To provide for a range of non-rural land uses when they have demonstrated benefit and are compatible with surrounding land uses.

The proposed development is able to conform to the objectives of the Rural zone, as demonstrated in the following:

- There is a clear connection and compatibility between cropping and the cleaning of grain. As mentioned previously, cleaning of grain to remove impurities is an important part of the cropping process, and commonly undertaken in the paddock. For various reasons, grain is not always able to be cleaned onsite, and needs to be transported to a grain cleaning facility for this to occur. The proposed development is compatible with the primary broad acre cropping undertaken on the subject site. It is intended that around 100-120 sheep will also be kept on the property, further illustrating the compatibility of the proposed development with agricultural activities.
- The proposed development will occur within an existing shed, and will not result in any significant impacts to the visual landscape or local amenity. Clearing of vegetation and alterations to the natural ground level are not required to support the proposed development. The nature of the activities will ensure that there is no increased risk of damage to water courses or sensitive areas resulting from the proposed development.
- The proposed development does not seek to introduce a sensitive land use into the Rural zone, and provides for the operation and development of existing, future and potential rural land.
- The proposed development demonstrates a clear connection, compatibility and benefit to the surrounding land uses.

1. CONCLUSION

This development application has been prepared on behalf of the registered landowner of Lots 505, 506 and 507 Great Southern Highway, Kokeby (the '*subject site*'), and seeks planning approval from the Shire of Beverley to permit grain cleaning to be undertaken on a portion of the subject site approximately 24 hectares in area.

The landowner has entered into a contract for sale with Statewide Grain Cleaning to purchase the portion of land subject to this development application.

The cleaning of grain involves the removal of impurities prior to the grain being screened and sorted according to quality. Grain cleaning is an important part of the cropping process, and is commonly undertaken at the time of harvest in the paddock. For various reasons this is not always able to occur and it must be transported off site for this to occur. The proposed development will provide an important service to locality and support the broad acre agricultural activities of cropping.

This development application provides details of the proposed development (land use), and its ability to be considered by the Shire of Beverley. Details of the town planning and environmental considerations are provided, demonstrating the proposed land use is able to occur onsite without impacting on the local amenity, rural character or environment.

Approval of this development application by the Shire of Beverley is respectfully requested.



APPENDIX A

Certificate of Title

WESTERN



AUSTRALIA

REGISTER NUMBER 506/DP44300	
DUPLICATE EDITION 3	DATE DUPLICATE ISSUED 6/8/2010

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 2592 FOLIO 698

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 506 ON DEPOSITED PLAN 44300

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

KIM RICHES PTY LTD
MATT RICHES PTY LTD
DAVE RICHES PTY LTD
ALL OF POST OFFICE BOX 219, SERPENTINE
AS TENANTS IN COMMON IN EQUAL SHARES

(T K680958) REGISTERED 11/8/2008

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. *M394338 MORTGAGE TO RABOBANK AUSTRALIA LTD REGISTERED 5/9/2013.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP44300
PREVIOUS TITLE: 753-33
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF BEVERLEY

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING M394338

WESTERN



AUSTRALIA

REGISTER NUMBER 507/DP44300	
DUPLICATE EDITION 3	DATE DUPLICATE ISSUED 6/8/2010

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 2592 FOLIO 699

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 507 ON DEPOSITED PLAN 44300

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

KIM RICHES PTY LTD
MATT RICHES PTY LTD
DAVE RICHES PTY LTD
ALL OF POST OFFICE BOX 219, SERPENTINE
AS TENANTS IN COMMON IN EQUAL SHARES

(T K680958) REGISTERED 11/8/2008

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

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Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP44300
PREVIOUS TITLE: 866-33
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF BEVERLEY

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING M394338

WESTERN



AUSTRALIA

REGISTER NUMBER 505/DP44300	
DUPLICATE EDITION 3	DATE DUPLICATE ISSUED 6/8/2010

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 2592 FOLIO 697

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 505 ON DEPOSITED PLAN 44300

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

KIM RICHES PTY LTD
MATT RICHES PTY LTD
DAVE RICHES PTY LTD
ALL OF POST OFFICE BOX 219, SERPENTINE
AS TENANTS IN COMMON IN EQUAL SHARES

(T K680958) REGISTERED 11/8/2008

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. *M394338 MORTGAGE TO RABOBANK AUSTRALIA LTD REGISTERED 5/9/2013.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

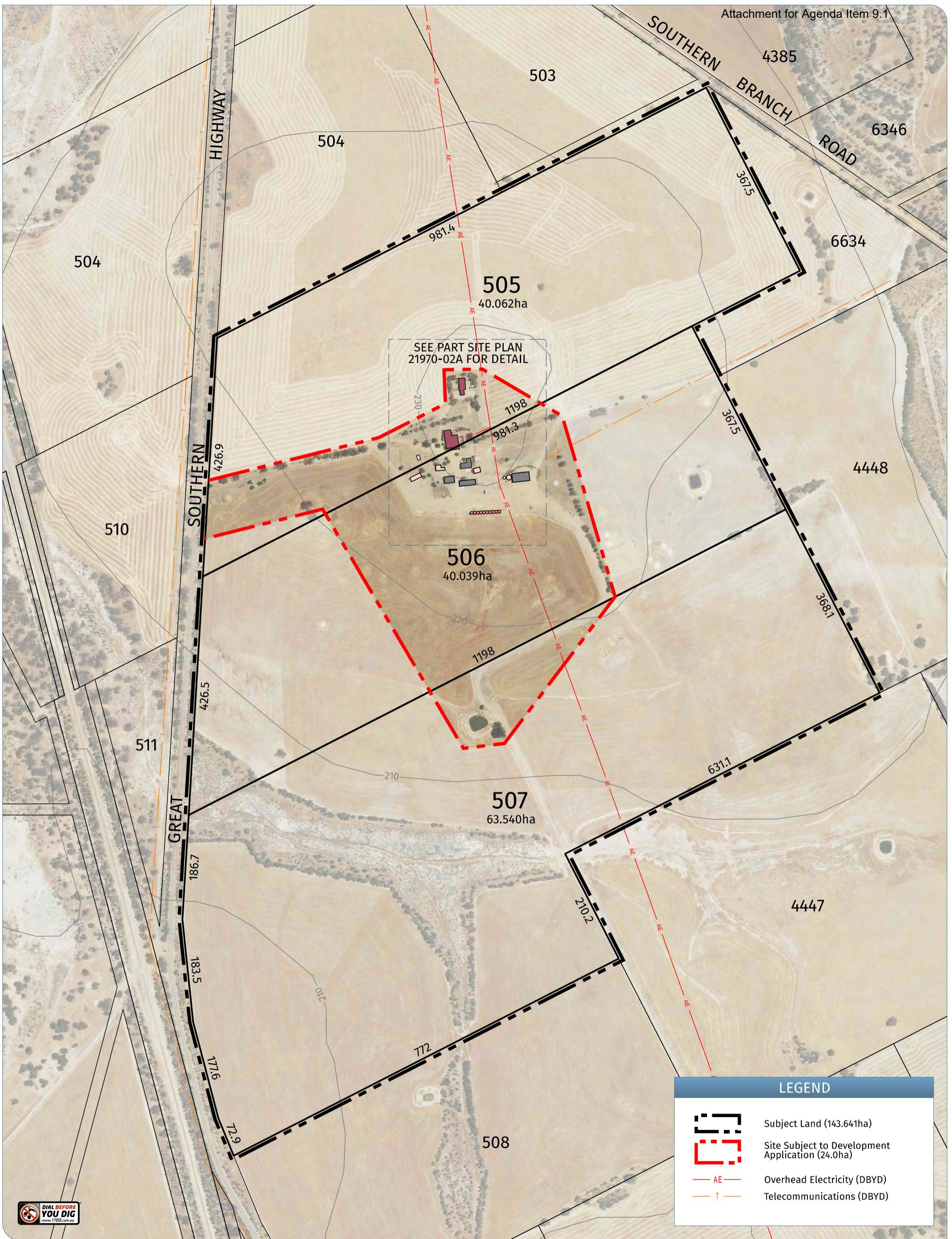
The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP44300
PREVIOUS TITLE: 752-116
PROPERTY STREET ADDRESS: 9485 GREAT SOUTHERN HWY, KOKEBY.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF BEVERLEY

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING M394338

APPENDIX B

Development Site Plan



SEE PART SITE PLAN
21970-02A FOR DETAIL

LEGEND

- Subject Land (143.641ha)
- Site Subject to Development Application (24.0ha)
- Overhead Electricity (DBYD)
- Telecommunications (DBYD)



SITE PLAN

Lots 505, 506 & 507 on DP 44300
9485 Great Southern Highway, KOKEBY

Plan No. | 21970-01
Date | 06/08/19
Drawn | JW
Checked | DC
Revision | A

ALBANY OFFICE:
31 Albany Highway,
ALBANY WA 6330
T: 08 9844 5100
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ALBANY | BUNBURY | BUSSELTON | FORRESTDALE | PERTH

Scale | 1:6000@A3




NOTE: This plan has been prepared for planning purposes. Areas, Contours and Dimensions shown are subject to survey



EXISTING DEVELOPMENT

- ① ② House
- ③ Workshop
- ④ Shearing Shed
- ⑤ Machinery Shed
- ⑥ Grain Cleaning Shed
- ● ● Grain Silos (10)
- Building / Structure



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Scale | 1:1000@A3





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Harley Dykstra
 PLANNING & SURVEY SOLUTIONS



LOCAL PLANNING POLICY ~~TPS POLICY No. 4~~ - STREET TREES AND STREETSCAPES

POLICY AREA: BEVERLEY TOWNSITE

PURPOSE

To provide a guide for the continued selection, planting and maintenance of street trees within the Beverley Townsite.

AUTHORITY TO PREPARE AND ADOPT A LOCAL PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 1 – Street Trees and Streetscapes, which is hereby revoked.

DEFINITION

A street tree is defined as any tree with more than fifty percent of its base located on a road reserve or verge. Privately planted trees on verges also fall within this definition, however, small plants such as shrubs and ground covers do not.

POLICY STATEMENT

The Shire of Beverley recognises the environmental and aesthetic contribution that street trees make to the continuing development and presentation of streetscapes in Town, by:

- Selecting, planting and maintaining street trees, which enhance both existing and future streetscapes.
- Creating a setting in sympathy with the function and appearance of the adjacent land uses, a safe and comfortable pedestrian environment, and catering for vehicular traffic.

OBJECTIVES

- To ensure that locally native trees and shrubs are planted on verges and median strips in the Beverley Townsite.
- To preserve the Town's biodiversity and facilitate linkages between bushland areas.
- To enhance the aesthetic value of the Town's streetscapes.
- To promote the establishment of street trees through the Town.

POLICY



1. Council will plant (and encourage the planting of) locally native trees and shrubs where possible. Flexibility in this requirement may be exercised by the Works Supervisor.
2. Council will supply and plant locally native trees and shrubs to streets and road verges to residential properties of R5 density or higher on receipt of a written application from ratepayers/householders and conditional upon the ratepayer/householder accepting the responsibility to maintain and water the tree/shrub until it is well established.
3. Council may approve trees/shrubs being planted on verges at their own cost subject to written application and the species and location being approved by Council's Works Supervisor and the applicant accepting the responsibility to maintain and water the trees/shrubs until well established.
4. Trees/shrubs are to be located 3m from property boundary (where possible), 3m from vehicle crossover, not less than 8 metres apart, 15m from intersection of front and side boundaries if a corner block.
5. Council will consider written requests from ratepayers for the removal of established street trees and may approve removal subject to acceptable justification. Depending upon the reasons submitted for removal the ratepayer may be required to meet all costs involved. Abutting residents must be advised prior to removal, outlining reasons for such a removal.
6. When a landowner requests the relocation of a street tree due to its interference with a proposed crossover or for any other reasons, this may be authorised by Council's Work Supervisor and the total cost of the work is to be borne by the landowner.
7. In planting verge trees/shrubs, Council will observe the restrictions in height imposed by Western Power and Telstra aerial wiring.
8. Council will undertake annual tree pruning, the extent of this operation being determined by the species and growth pattern of the trees and the need to conserve maintenance costs by removing branches, leaves and berries prior to these creating stormwater drainage problems or conflict with the public utilities.
9. Where an entire street tree replacement program is implemented, staged removal of existing trees shall be the preferred option, and Council approval for same required.
10. Council will consider granting approval to ratepayers/householders to effect street tree pruning subject to a written request, pruning being effected to the Work Supervisor's requirements and the ratepayer/householder removing all debris from street/road verges.
11. Council will require developers to locate roads so as to retain remnant vegetation where possible, particularly significant trees.
12. Council will require developers to plant >50% local native species in street plantings.



13. Council will identify strategic roads to act as ecological linkages, with particular emphasis on planting locally native understorey species as well as trees.
14. Council's Work Supervisor is to formulate and implement an annual program for Street Tree Pruning and Street Tree Replacement.

STREET TREE PRUNING

Street tree pruning is necessary to maintain and improve the condition of street trees and to prolong their healthy life by professional maintenance. Pruning is also necessary when power lines are too close to trees and for reasons of pedestrian or traffic safety. Street tree pruning will only be authorised to be undertaken by those who have demonstrated training in arboricultural techniques. Controls are necessary to ensure that pruning is correctly undertaken by trained personnel.

The general pruning of street trees in town is to be undertaken annually on a systematic basis. Street tree pruning will be undertaken as required to meet statutory requirements for power line clearances.

The training of outside work staff in arboricultural techniques will be an ongoing process. Pruning of street trees other than by authorised personnel is not permitted.

STREET TREE REPLACEMENT

- A program of street tree planting will be undertaken each year in winter.
- Street tree planting/replacement planting will be undertaken to:
 - Ensure that a minimum of one (1) tree is planted in the verge adjacent to each residential property;
 - Address gaps in streets
 - capes;
 - Complete approved streetscape improvement projects;
 - Provide for tree replacement when tree removal is required but overall upgrading is not proposed;
 - Replace street trees removed;
 - Meet resident request for street trees.



TPS LOCAL PLANNING POLICY No. 2: CAR PARKING REQUIREMENTS

PURPOSE

To provide a guide for car parking and related requirements associated with development applications.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 2 – Car Parking Requirements, which is hereby revoked.

CAR PARKING REQUIREMENTS

- 1) When considering an application for planning **approval** consent, the Council may require provision of car parking spaces and may impose conditions as to details of locating and designing the required spaces, landscaping, and pedestrian spaces on the land.
- 2) **Car Parking spaces shall be provided as required by Shire of Beverley Local Planning Scheme No. 3.** ~~measure not less than 2.5 m by 5.5 m except that the Council may vary the number or dimension of spaces where to do so would allow for retention of existing vegetation worthy of such retention.~~
- 3) Parking bays shall be serviced by all necessary access ways, and the parking area shall, **if deemed required**, be surfaced to the satisfaction of the Council.
- 4) ~~The Council shall take into account and may impose conditions~~ **relating to concerning:**
 - a) The means of access to each car space and the adequacy of any vehicle manoeuvring area;
 - b) The location of the car spaces on the site and their effect on the amenity of adjoining development;
 - c) The extent to which car spaces are located within required building setback areas;
 - d) The location of proposed public footpaths, vehicular crossings, of private footpaths within the land, and the effect on both pedestrian and vehicular traffic movement and safety; and
 - e) The suitability and adequacy of proposed screening or landscaping.



TPS POLICY No. 3: FARMING ZONE SUBDIVISION

THIS POLICY TO BE REVOKED IN ITS ENTIRETY

SUBDIVISION IN THE FARMING ZONE

BACKGROUND

1. Applications for approval to subdivide are determined by the Western Australian Planning Commission (WAPC) in accordance with the Rural Land use Planning Policy No. DC 3.4 adopted by the WAPC, and after referral to public authorities and the Council.
2. The Shire of Beverley Town planning Scheme No 2 includes provisions relating to subdivision in the Farming Zone, and there is a general presumption against subdivision unless the Council is satisfied as to the following matters. These include most but not all of the considerations mentioned in WAPC Policy No. DC 3.4. The main exclusion is the precedent created by existing subdivisions. The Council does not recognise precedent resulting from subdivision created in the early days of settlement of the District.
 - a) the lots have already been physically divided by significant natural or man-made features (unless adjoining land could be similarly subdivided and thereby, by the process of precedent, lead to an undesirable pattern of land use in the area or in lots too small for uses compatible with the prevailing use in the area or in ribbon development alongside roads);
 - b) the lots are for farm adjustment and the erection of dwelling houses is restricted by memorials on Titles;
 - c) the lots are for specific uses such as recreation facilities and public utilities; or
 - d) the lots are required for the establishment of uses ancillary to the rural use of the land, or are required for the travelling public and tourists (such as service stations and motels).
3. Notwithstanding the provisions of Town Planning Scheme No 2 the Council shall consider the merits of each application referred to it by the WAPC and may determine its recommendation in accordance with this policy.
4. The emphasis of this policy is for a proponent of subdivision to discuss the application with, at least, the Council and the Department of Agriculture, prior to submission to the Department of Planning and Infrastructure.



RURAL RESIDENTIAL

1. Application for a Rural Residential Zone will only be considered by Council for land within a 10 km radius of Beverley, or for land which is adjacent to the Northam - Cranbrook Road.
2. Each application for a Rural Residential Zone must be accompanied by a Limited Rural Strategy prepared in accordance with WAPC Policy, and at the proponents' cost.

BOUNDARY ADJUSTMENT

1. The council will favourably consider applications for adjustment of lot boundaries where the application if approved will not result in the creation of one or more additional lots.

LAND USES AND SUBDIVISION

1. The council recognises that whilst traditional forms of agriculture will continue to be the predominant land use in the District, there are interests in other forms of farming which do not require extensive land area to be economically viable. These other uses include horticulture (eg specialty crops), viticulture, and aquaculture (eg yabbies).
2. Some of the alternative forms of production – specifically aquaculture - have been tested in the District as a supplement to an established farm, and economic viability has been proven. Less land is required for these uses but each has particular requirements such as water supply, soil types, ground slope, etc.
3. The council may recommend approval for subdivision for more intensive forms of rural production only where the application as submitted to the WAPC is accompanied by the following:
 - a) Such information as is set out in Regulation 6 of the State Planning commission Regulations 1962 (as amended);
 - b) Soil types, availability and adequacy of water supply, and any areas of salt affected land;
 - c) Evidence of consultations by the proponent with the Department of Agriculture on the suitability of the proposed lot(s) and lot size for the intended land use;
 - d) A statement of undertaking by the proponent to proceed with the intended land use;
 - e) Details of stream protection where appropriate; and
 - f) Such other matters as may be requested by the council.
4. An application for subdivision referred to the Council may NOT be recommended for approval unless it is for boundary adjustments or it complies with Clause 3 of this Policy.



STATEMENT OF UNDERSTANDING

Att: Shire Clerk
Shire of Beverley
PO Box 20
BEVERLEY WA 6304

In connection with the Department of Planning and Infrastructure letter of preliminary approval dated in their reference WAPC No. _____ for the subdivision of:-

and which includes the creation of Lot No. _____ shown in the plan of subdivision

I/we

Of

DO UNDERTAKE TO:

Undertake development of the land marked as Lot No. _____ in the plan of Subdivision for the purpose of:

subject to first obtaining planning consent and such other approvals as may be required for the use.

Signed:

Printed name:

(Relationship to titleholder)

Witness:

Printed name:

This

day of

20

Signed:

Printed name:

(Relationship to titleholder)

This

day of

20



ADDENDUM TO TOWN PLANNING SCHEME POLICY No. 3

FOR INFORMATION ONLY

Each proponent should check with the Department of Planning and Infrastructure to ascertain current requirements.

- 1 Subdivision plans are based on an accurate and up-to-date feature survey that includes existing ground levels relative to AHD or topography of the subject lot/s. A feature survey is not required for amalgamation approval.
- 2 Relevant copies of the subdivision plans and supporting documentation or accompanying information are attached as indicated on the following table:

Final number of lots proposed	Copies of subdivision plan and supporting documentation or accompanying information
40 or less	8 copies
More than 40	12 copies

- 3 At least four copies of the subdivision plan are A3 or smaller.
- 4 All subdivision plans are capable of being reproduced in black and white format.
- 5 The subdivision plan is drawn to a standard scale (ie 1:100, 1:200, 1:500, and 1:1000).
- 6 All dimensions on the subdivision plan are in metric standard.
- 7 The north point is shown clearly on the subdivision plan.
- 8 The subdivision plan shows all lots or the whole strata plan (whichever is applicable).
- 9 The subdivision plan shows all existing and proposed lot boundaries.
- 10 The subdivision plan shows all existing and proposed lot dimensions (including lot areas).
- 11 The subdivision plan shows the lot numbers and boundaries of all adjoining lots.
- 12 For battle-axe lots, the subdivision plan shows the width and length of the access leg, the area of the access leg and the total area of the lot.
- 13 The subdivision plan shows the name/s of existing road/s.
- 14 The subdivision plan shows the width of proposed road/s.
- 15 The subdivision plan shows all buildings and/or improvements which are to be retained (including setbacks) or removed.
- 16 The subdivision plan shows all physical features such as watercourses, wetlands, significant vegetation, flood plains and dams.

More information is available from the WAPC website at www.wapc.wa.gov.au/Publications/Planning.



LOCAL PLANNING TPS POLICY No. 4: DEVELOPMENT OF INDUSTRIAL ZONED LAND

PURPOSE

To provide a guide for the development of *'General Industry'* and *'Light Industry'* Zoned land in the Shire of Beverley.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 4 – Development of Industrial Zoned land, which is hereby revoked.

~~Under Shire of Beverley Town Planning Scheme No. 2, a specific area of land has been zoned within the Beverley Urban Area for development of an "Industrial Nature".~~

~~The provisions of the Town Planning Scheme require that any interested developer of Industrial Zoned land shall not commence or carry out development of such land without first having applied for and obtained the Planning Consent of Council.~~

~~The majority of land uses which may be permitted in the Industrial Zone have an "AA" classification under the Town Planning Scheme, which means that Council may, at its discretion, permit the "AA" classified land use.~~

POLICY COUNCIL OBJECTIVES

In controlling development within *'General Industry'* and *'Light Industry'* Zoned at Industrial Zoned land, the Objectives of Beverley Shire Council are to:

- ~~1) Progressively encourage the consolidation of all industrial development that exists within the Beverley Urban Area into a sector of that area which has been appropriately zoned, located and serviced for that purpose.~~
- ~~2) 1) Encourage the visual improvement of existing and future industrial development located within the Shire's Industrial Area, as part of the overall Shire Townscape improvement process.~~
- ~~3) 2) Protect the amenity of development in zones which abut the *'General Industry'* and *'Light Industry'* Zoned land Industrial Zone, via the establishment of appropriate landscape buffers and the imposition of landscape and building setback land use conditions on any planning approval consent issued for industrial development in conformity with the provisions of the Shire's **Local Planning Scheme No. 3**. ~~Town Planning Scheme No. 2.~~ All landscape works on any project site are to be~~

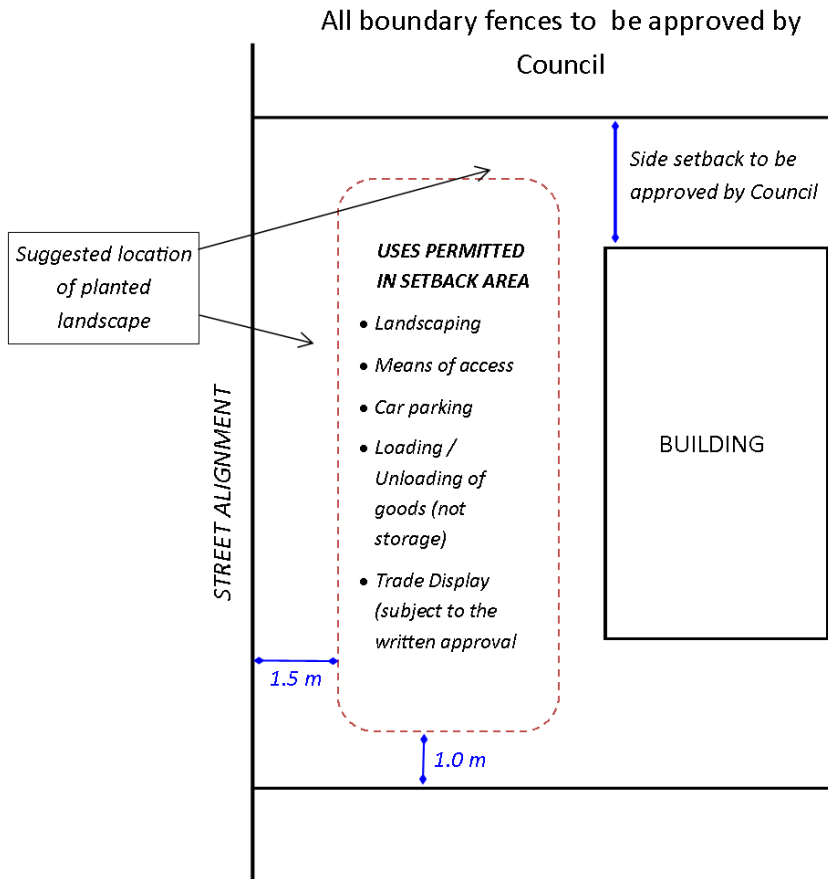


undertaken by the developer as part of the initial project development process.

- 4) ~~3)~~ Ensure that no person erects a building ~~on in the~~ *'General Industry' and 'Light Industry' Zoned land* ~~Industrial Zone~~, unless the facade of the building is constructed of and/or clad in a building material, to a design and specification approved by Council.
- 5) ~~4)~~ Ensure that all fencing associated with any industrial project is of a type and in a location approved by Council as part of the Planning ~~Approval process~~ *Consent*.
- 6) ~~5)~~ Ensure that all stormwater generated by any Industrial Project is disposed of by the developer in a manner which is approved by Council.

~~BUILDING SETBACKS DISTANCES and the USE of the SAME in the INDUSTRIAL ZONE~~

- 1) In lodging an application for Planning ~~Approval Consent~~, a developer must pay regard to the minimum building setback requirements specified in ~~Clause 4.6 of the~~ *Shire of Beverley Local Planning Scheme No. 3* ~~Shire's Town Planning Scheme~~, which for *'General Industry' and 'Light Industry' Zoned land* ~~Industrial land~~ are as follows:
 - Front Street** - 7.5 m
 - Rear - 7.5 m
 - Side - 0 m
 - a) For a side boundary setback of 0m to apply, the development would require a parapet wall construction on the boundary, approved by the Shire's Building Surveyor, and suitable access to the rear of the Industrial lot will have to be provided.
 - b) In the case of a corner lot, Council may, subject to the merits of the development proposed, approve a lesser building setback of 3.75m to the minor street.
- 2) The use of setback areas in the *'General Industry' and 'Light Industry' Zones* ~~Industrial Zone~~ which will ~~to be approved~~ *considered* by Council is illustrated in the following Diagram:





TPS POLICY No. 5: BUILDING WHILE RESIDING ON A BLOCK

THIS POLICY TO BE REVOKED IN ITS ENTIRETY

A Class 10 building is a non-habitable building or structure (private garage, shed), therefore occupation is not allowed.

The Local Government Act 1960, Part V Division 1 144 - Building Not Erected as a Dwelling Not to be Converted Into One, states that no person shall convert into or adapt or use as a dwelling any building not originally constructed or erected as a dwelling house.

Council may give approval/consent for the use of a caravan as a temporary dwelling on site, during the period of construction of a dwelling on that site. This consent is for a maximum period of three (3) months, after which time permission must be obtained from the Minister for Local Government.

Before Council will approve or consent to the use of a caravan, the following must be available on site:

- Water
- Power
- Septic Tank Installation

The sewage facilities should be in the form of an outbuilding containing a shower, WC, sink and laundry trough with septic tanks and two leach drains. A hot water system providing water at a temperature of 75°C is also required. The septic installation may be connected to the house on completion.

House plans and specifications, together with the outbuilding plans and septic applications, ablution details and letter seeking permission to reside in the caravan, must be submitted.

Council will not support any extension to this period (ie twelve (12) months: Council three (3) months, Minister nine (9) months).

This gives the owner/builder twelve (12) months to complete the dwelling to a habitable state.



The Minister for Local Government

**APPLICATION FOR TEMPORARY ACCOMMODATION
(Reg. 11(2) Caravan Parks and Camping Grounds Regulations)**

I/we

of

apply for permission to live in a caravan on

Lot no:

Street:

Suburb:

Local government: Shire of

For a period of

Months

I / we understand that before approval will be given a report on the proposal will be obtained from the local government and that the facilities on the abovementioned land may be inspected and approved by the local government and at any reasonable time during occupancy.

- * I / We am / are building / having built a house on the abovementioned land. As soon as the house is completed and all necessary approvals obtained I / we declare that I / we shall live in the house.

I / We declare that I / we will cease forthwith to live in the temporary accommodation when:

- a) the period of the approval for the temporary accommodation expires or is cancelled;
- b) I / We are lawfully entitled to live in the house.

- ** I/We declare that all the details on the attached form and supporting documents are true and correct.

Signature/s

Date:

* Delete if not applicable

** Details to be provided are indicated on the attachment being Application for Temporary Accommodation



DETAILS TO BE PROVIDED BY AN APPLICANT:

1. REASONS FOR APPLICATION

2. DETAILS OF LAND

Lot no: _____

Street no. and name: _____

Suburb: _____

Telephone/Contact no.: _____

Size of property: _____

Zoning: _____

(eg Residential, Industrial, Rural, Special Rural, etc)

3. DETAILS OF CARAVAN to be used a temporary accommodation, [ie the size and number of beds

4. The number of persons who will reside in the temporary accommodation: _____

5. A sketch plan of the property showing where:

- the temporary accommodation is to be located;
- the proximity to houses on adjoining land;
- the effluent disposal system to be used, and
- the location of ablution facilities

6. Ablution facilities are to consist of a

- water closet (toilet pedestal);
- shower;
- wash trough; and
- kitchen sink.

7. Details of an approved effluent disposal system.

If the temporary accommodation is to be used in conjunction during the construction of the applicants residence on the land the following details are required:

- approval in writing that a building permit has been issued for the proposed house;
- schedule of work for constructing the residence; and
- proof of housing borrowings.



LOCAL PLANNING TPS POLICY No. 6: OUTBUILDINGS POLICY

PURPOSE

To provide a guide for the development of Outbuildings in the Shire of Beverley.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 6 – Outbuildings Policy, which is hereby revoked.

~~**AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY**~~

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

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

BACKGROUND

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

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

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 **negatively affect** ~~destroy~~ the rural ambience and setting, to achieve and maintain a high level of rural amenity;
- To allow sufficient scope for the siting of buildings sympathetic with landscape features, distant from neighbouring properties and important roads;
- To ensure Outbuildings are not used as de-facto dwellings; and



- To manage the siting and appearance of Sea Containers as Outbuildings in order to protect the amenity and character of the locality.

APPLICATION OF THE POLICY

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

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

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

DETERMINATION

~~Council's Local 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 Local Planning Scheme No. 3.~~

In determining the application, Council may:

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

INFORMATION TO BE to-be SUPPLIED WITH with AN APPLICATION FOR for PLANNING APPROVAL

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

- Purpose of the Outbuilding, such as private workshop, storage shed, etc.
- Area of Outbuilding in square metres;
- Height of Outbuilding from natural ground level to the top of the wall, or bottom of eave, as appropriate;
- Height of roof ridge (or highest point of the roof) from natural ground level;
- Details on the cladding material to be used for roof and walls, including a uniform colour scheme;
- A scaled site plan of the property showing distance of the proposed Outbuilding from property boundaries, existing structures and effluent disposal systems;
- An elevation sketch of the front and sides of the Outbuilding, showing height of the wall and roof ridge from natural ground level;



- Details of any trees to be removed to allow construction of the Outbuilding; and
- Any other information Council may reasonably require to enable the Application for planning approval to be determined.

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 as Outbuildings subject to the following requirements:

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

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~~ **Local** Planning Scheme No. ~~2~~ **3** 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 **Rural Farming** zoned lots.
- 7) The construction of an Outbuilding on vacant land within the *Residential, Rural Residential* **and** *Rural Smallholding* ~~and Rural Townsite~~ Zones will not be permitted without an application for the construction of a residence having been approved and construction having commenced.
- 8) If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).



CRITERIA					
Zone	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)	Design / Location
Residential R10 and above	75	75	3.0	4.0	Where the Outbuilding: (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; (b) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (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 Smallholdings & Rural Townsite	200	150	3.0	4.0	Where: (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (b) Is not constructed prior to the commencement of construction of a residence
Rural Farming below 1 hectare	100	75	3.0	4.0	Where: (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume); and (b) Is not constructed prior to the commencement of construction of a residence.
Rural Farming between 1 – 10 hectares	200	150	3.0	4.0	Where: (a) Walls and roofs are constructed of Colorbond, masonry or the like (excludes zincalume);
Rural Farming above 10 hectares	NA	1,000	8	9	Outbuildings within 75 metres of a road boundary are to be constructed of Colorbond, masonry or similar approved material (excludes zincalume).



LOCAL PLANNING POLICY No. 7: RELOCATED SECOND-HAND DWELLINGS & REPURPOSED DWELLINGS

PURPOSE

To provide a guide for the development of relocated second-hand dwellings and repurposed dwellings within the Shire of Beverley.

AUTHORITY TO PREPARE AND ADOPT A LOCAL PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley ~~Local Planning Policy Town Planning Policy No. 7 – Relocated Second-Hand Dwellings and Repurposed Dwellings Buildings~~, which is hereby revoked.

APPLICATION OF THE POLICY

This policy applies to all proposals for the relocation of second-hand dwellings and development of repurposed dwellings on land Zoned *Residential, Rural Residential, Rural Smallholding, Rural & Rural Townsite* within the Shire of Beverley.

This policy does not apply to new pre-fabricated buildings or other new transportable buildings that have not been previously installed in any other location.

DEFINITIONS

Second-Hand Dwelling: means a dwelling that has been in a different location, and has been dismantled and transported to another location, but does not include a new modular or transportable dwelling.

Repurposed Dwelling: means a building or structure not previously used as a single house, which has been repurposed for use as dwelling.

(Above definitions as per the Shire of Beverley Local Planning Scheme No. 3).

OBJECTIVES OF THE POLICY

The primary objectives of this policy are to:

1. Ensure compliance with the relevant provisions of Council's Local Planning Scheme in a manner which ensures that the relocation of second-hand dwellings & repurposed dwellings is undertaken to an approved standard which pays regard to local amenity and aesthetics;



2. Provide clear standards as to what constitutes an acceptable type of relocated second-hand dwelling & repurposed dwelling to be used for habitable purposes; and
3. Ensure the design, style & construction of relocated dwellings & repurposed dwellings are in keeping with the character of the surrounding dwellings in particular, and the locality in general.

REQUIREMENT FOR PLANNING APPROVAL

DETERMINATION

As per the Shire of Beverley Local Planning Scheme No. 3, applications for relocated second-hand dwellings & repurposed dwellings within the Shire of Beverley requires Council's consideration in the *Residential, Rural Residential, Rural Smallholding, Rural & Rural Townsite Zones* prior to a Building Permit being issued. All applications for the relocation of second-hand dwellings & repurposed dwellings 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;
- Approve the application with conditions; or
- Refuse the application.

INFORMATION TO BE SUPPLIED WITH APPLICATION

All applications for planning approval to relocate a second-hand dwelling or develop a repurposed dwelling must be accompanied by the following prior to consideration by Council:

- Signed and completed Application for Planning Approval Form;
- Signed and completed Application for Inspection and report Form (not required for an application for a repurposed dwelling);
- Photographs clearly showing the four elevations of the dwelling;
- Site plan showing the proposed location of the dwelling and distances from property boundaries, other buildings and any natural features on the property; and
- Floor plans, elevations, cross sections, and specifications.

NEED FOR A BUILDING PERMIT

Notwithstanding that Planning Approval may be granted by Council, a Building Permit is required to be sought and issued prior to relocation and/or development commencing.

ADVERTISING

Council may require any application for a relocated second-hand dwelling or repurposed dwelling to be advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* if deemed necessary.



BUILDING INSPECTION

In regards to proposed relocated second-hand dwellings, Council's Building Surveyor will be required to inspect the building prior to its relocation in order to ascertain its suitability for relocation. The inspection will be reported on by completion of the Relocated Second-Hand Dwelling Inspection Report by the Building Surveyor.

No Planning Approval shall be granted prior to the lodgement by the Building Surveyor and assessment by the Shire Planner, of the Relocated Second-Hand Dwelling Inspection Report.

GENERAL PROVISION

MINIMUM DWELLING STANDARD

The following minimum dwelling standard is required to be provided:

- At least one (1) bedroom separated from the other rooms in the dwelling;
- A lounge, meals and kitchen area;
- A separate bathroom; and
- A separate laundry.

To be used as a dwelling, the building will be assessed against and must comply with the requirements for class 1 buildings under the Building Codes of Australia.

ASBESTOS

Second-hand dwellings must have all asbestos materials removed prior to relocation taking place. Council will require documentation proving cement sheeting is asbestos free where the age of the building dictates asbestos may have been utilised in construction.

AMENITY

When considering an application for planning approval, Council shall give due regard to:

- The building in its relocated position being rendered visually acceptable by the use of, amongst others, painting, cladding, verandahs, screening and/or landscaping;
- The design, scale and bulk of the proposed building being compatible with the type of buildings that exist in the locality in which it is to be located;
- Flat roofs will not be permitted. Council's preference is for gabled, dual-pitched or skillion roofs.

Council will not grant planning approval for relocating any dwelling if it is considered by Council to be in conflict with the age and design of buildings in the immediate vicinity of the proposed new location.

SEISMIC AREA

The Shire area is within a classified Seismic Area. Consequently, all relocated structures must meet the appropriate standard of construction required by the Building Code of Australia.



BUSHFIRE ATTACK LEVEL ASSESSMENT

A Bushfire Attack Level (BAL) Assessment might be required, in addition to an application for Planning Approval, if a development site is subject to bushfires and being referred to as being *in a bushfire prone area*.

WORKS TO BE CARRIED OUT

Council may consider placing any condition on its planning approval it deems appropriate to ensure the relocated second-hand dwelling or repurposed dwelling meets the objectives of this policy and preserves the amenity of the locality. These conditions may include:

- The exterior of the building being painted in a manner that is consistent with the colours and styles of the surrounding buildings;
- The construction of verandahs and / or alterations to the roof pitch and / or materials to ensure the relocated building is consistent with the design of surrounding buildings;
- The planting and ongoing maintenance of suitable landscaping to ensure the relocated building looks established on the new location;
- The connection of reticulated water and an appropriate effluent disposal system; and
- All plumbing and electrical wiring to meet the current BCA requirements and Australian Standards.

BOND

PAYMENT

As a condition of planning approval for a relocated second-hand dwelling, a \$5,000 bond is to be lodged with the Shire. Bank or other guarantees are not acceptable. This money will be refunded where the following requirements have been satisfied:

- The relocated second-hand dwelling is transported to the site and stumped, joined, all walls external and internal made good, all doors and windows in working order and all external surfaces repainted (where applicable) to the satisfaction of Council's Building Surveyor, and the building complies with the relevant provisions of the Building Code of Australia;
- All drains and plumbing are completed and the site cleared of debris including any broken wall cladding; and
- Any other conditions on the planning approval having been addressed.

RETURN OF BOND

The time for completion of all work is twelve (12) months from the relocation of the dwelling. However, the external paintwork or appearance of the building in addition to the necessary works required to make the building habitable are to be completed to the satisfaction of the Shire Planner and Building Surveyor prior to occupation of the building, if this occurs within (12) months of relocation.



BOND AGREEMENT

By payment of the bond to council, the applicant has confirmed that they agree to the conditions of return of the bond and accept Council's reservation to withhold return payment of the bond until it is satisfied that all conditions of planning approval have been met fully.

APPLICATION AND INSPECTION FEES

The following fees are payable at the time of lodgement of planning application:

- Planning Application Fees – in accordance with current Planning and Development Regulations as adopted by Council.
- Should the development have commenced prior to the granting of Planning Approval, including the relocation of the dwelling into the Shire and/or onto the site, the Planning Fee penalty prescribed in the current Planning and Development Regulations, shall apply.
- Building Inspection Fee (prior to relocation)
 - 1) The applicant is to pay all reasonable costs, including travel and the time incurred by the Building Surveyor, for the production of the Relocated Second-Hand Dwelling Inspection Report.
 - 2) The Building Inspection Fee is to be paid prior to the lodgement of the Relocated Second-Hand Dwelling Inspection Report by the Building Surveyor.
 - 3) If requested the applicant may be provided with a non-binding estimation of the Building Inspection Fee.
- Building Permit Fee in accordance with current Building fees and charges, including BCITF Levy (if payable).
- Application fee for Septic Licence (if applicable).



APPLICATION FOR INSPECTION AND REPORT

To: Building Surveyor
Shire of Beverley
PO Box 20
BEVERLEY WA 6304

Applicant's Full Name:

Address:

Tel (Work):

Tel (Home):

Date:

Dear Sir

Please arrange an inspection and report on the feasibility of transporting the subject building from and to the locations hereunder. I enclose the prescribed fee as per scale below, 2 photographs of the building, a sketch plan of the rooms and sizes and a scale plan showing its proposed location are submitted overleaf.

Scale of fees for inspection of second-hand dwellings/buildings:

\$450 plus travelling costs at Award rates.

Note: The above fees which are applicable at 30 June 2018~~9~~ are subject to annual review based on the CPI. In addition to the above fees a refundable bond of \$5,000.00 has to be lodged with the local authority in conformity with policy prior to the issue of any Building Permit by the Shire.

PRESENT LOCATION OF BUILDING

Availability of key:

Lot: House No.:

Street Name:

Suburb: Postcode:

Owner's Name: Tel No.:

Owner's Address

Builder / Transporter's Name



PROPOSED LOCATION OF BUILDING

Lot:	House No.:
Street Name:	
Zoning:	Area of Lot:

DOCUMENTATION REQUIRED WITH THIS APPLICATION

1. Two recent photographs of the building.
2. A sketch plan of the building indicating room sizes and proposed joint locations.
3. A site plan of the proposed location showing the shape of the lot, street frontage, north point and position of the proposed building in relation to the boundaries of the lot, other buildings on the site and the building envelope on special rural sites.

New building to be used as: _____ after re-establishment.

Signature of Applicant: _____

FOR OFFICE USE ONLY - INSPECTION REPORT

Date	Estimated Age (years)
------	-----------------------

Cladding – Walls

Type
Condition
Rectification required

Roof

Type
Condition
Rectification required

Structure – Sub Floor

Type
Condition
Rectification required

Walls

Type
Condition
Rectification required



TPS LOCAL PLANNING POLICY No. 8: TOWN PLANNING FEES

PURPOSE

To provide a guide for the setting and administering of fees for a variety of planning functions.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 8 – Town Planning Fees which is hereby revoked.

INTRODUCTION

~~Council has adopted this Town Planning Fees Policy as a guide to the setting and administering of fees for a variety of planning functions.~~

FEE SCHEDULE

~~Fees are set in accordance with~~ pursuant to the *Planning and Development Regulations 2009, Schedule 2 – Maximum fees for certain planning services*. ~~the Schedule of Fees contained in Schedule 1 of the Town Planning (Local Government Planning Fees) regulations 2000 of the Planning and Development Act 2005.~~ This schedule reflects the maximum fees that can be charged by a local government for a variety of planning functions.

~~The Schedule of Fees and Charges is included in Council's Budget document. The Schedule as printed in the Budget Document has been modified for the purpose of determining development applications in the Shire of Beverley.~~

PAYMENT OF PLANNING DEVELOPMENT APPLICATION FEES

All planning fees that are payable for the determination of a ~~development~~-planning application are payable at the time of lodgement of an ~~A~~application for ~~P~~planning approval ~~consent~~. Council reserves the right to not determine an application until such time as a payment of fees has been received and deposited into its account.

SINGLE DWELLING APPLICATIONS

~~Where a Planning Application is made in any zone for a single dwelling and no advertising or referral is required, the fee payable shall be the minimum prescribed under the current Town Planning Fees Regulations.~~

REFUND OF PLANNING DEVELOPMENT APPLICATION FEES

Where Council has refused to grant Planning ~~Approval Consent~~, any fees that have been paid to Council are not refundable. The applicant is to be made aware that the fee is for the determination of an application, not its approval.



Where a development application has been lodged and is subsequently withdrawn by an applicant and a request for refund of the planning fees made, the following refund guidelines will apply:

- Where Council has determined an application – **no refund**
- Where a request for withdrawal is made within one (1) week of the Ordinary Council Meeting where the application will be determined – **no refund**.
- At any stage prior to one (1) week before the Ordinary Council Meeting where the application will be determined – **50% refund**.

PAYMENT OF SUBDIVISION CLEARANCE FEES

Where Council **is required to consider** ~~received a request for~~ the clearance of conditions on a subdivision approval, it will not clear any conditions until the appropriate fee has been received and ~~deposited into its account~~.

~~The clearance fee will be determined in accordance with the number of lots proposed regardless of the number of existing lots that are amalgamated and re-subdivided.~~

PAYMENT OF HOME OCCUPATION FEES

Home occupation application fees will be subject to the same measures as development application fees in terms of timing of payment and refund policy.

~~OTHER MATTERS~~

~~Council will have regard to the Town Planning (Local Government Planning Fees) Regulations 2000 and subsequent amendments for matters not covered by this Policy.~~



TPS LOCAL PLANNING POLICY No. 9: TREE FARMS CROPS

PURPOSE

To provide a guide for considering applications for planning approval involving Tree Farms.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 9 – Tree Crops which is hereby revoked.

OBJECTIVE

The objectives of this Local Planning Policy are to:

- Achieve a consistent, efficient and equitable system for assessing and approving tree ~~farm crop~~ applications, ~~in particular ensuring consistency across the five Shires;~~
- ~~Allow local governments to keep track of tree crop developments, which will assist in promoting the region to potential processors;~~
- ~~Demonstrate that SEAVROC local governments support and promote tree crops as a land use in the General Agriculture Zone;~~
- Encourage tree ~~farm crop~~ developers to adhere to industry guidelines and standards as specified in relevant codes of practice and other documents; and
- Identify specific issues that the ~~Shire~~ local governments wish to see addressed in the planning and development of tree ~~farms crops~~.

Any tree ~~farm crop~~ development shall not be justification for an application for subdivision nor any proposed tree ~~farming cropping~~ or an approved application for tree ~~farming cropping~~ on any land be deemed a precursor to subdivision.

A body of legislation, policy and guidelines relevant to tree crops already exists and a range of government agencies and other stakeholders are involved in regulating and managing tree ~~farming crop~~ issues.

This policy aims to be consistent and complementary with existing regulations and not to place additional undue burden on landowners and investors wishing to pursue tree ~~farm crop~~ development.

POLICY

BACKGROUND

Tree ~~farms crops~~ have the potential to become an important land use in medium to low rainfall agricultural areas in Western Australia (WA). Landholders and private investors are looking to capitalise on emerging opportunities for farm forestry in these



regions, diversify income streams and to gain the on-farm environmental benefits that integrated tree farms crops can provide. Given the increasing opportunities and interest in tree farm crop development, it is timely important for the Shire local governments to ensure that these developments are adequately supported and addressed in the local planning framework.

The South East Avon Voluntary Regional Organisation of Councils (SEAVROC) member local governments, which are the Shires of Brookton, Beverley, York, Quairading and Cunderdin, wish to maximise the benefits and opportunities associated with tree crops, such as new industry development and regional investment, while minimising any potential negative impacts. They also recognise that having consistent policy across the region can facilitate planning approvals and provide landowner and investor confidence.

Background information relating to tree crops is provided in the report, Opportunities and Issues Associated with Farm Forestry in the South East Avon Low Rainfall Region.

DEFINITIONS

APPLICANT

An Applicant is defined as the person or entity (e.g. company or organisation) responsible for management of the tree crop. The Applicant does not have to be the owner of the trees or the land on which trees are planted (e.g. the Applicant could be a third party management agency). The Applicant is responsible for ensuring adherence to this policy and other relevant legislation and regulations.

TREE FARM CROP

The Shire of Beverley Local Planning Scheme No. 3 (LPS 3) defines a Tree Farm as follows:

Means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act section 5.

A Tree Farm Land Use is a discretionary Land Use in the Rural Zone in Zoning Table 3 of LPS 3.

For the purpose of application of this policy a tree crop is defined as:

- Trees planted with the intent of producing commercial products. Commercial products include all wood and non-wood products that can be sold to a third party. Wood products are produced when trees are harvested, such as woodchips or sawlogs, while non-wood products include products such as environmental services; and
- Trees under the management of one Applicant with an aggregate area greater than 40 hectares in any one Shire in the Shires of Brookton, Beverley and York and an aggregate area greater than 10 hectares in the Shires of Cunderdin and Quairading or a contiguous area greater than 10 hectares in the Shires of Brookton and Beverley.

LANDOWNER

A Landowner is defined as the person or entity that holds the title to the land.



MANAGEMENT PLAN

Provides details of the way in which a tree **farm** crop will be developed and managed, and aims to demonstrate the means by which the principles of environmental care, cultural and fire management objectives are achieved.

A MANAGEMENT PLAN INCLUDES THE FOLLOWING COMPONENTS:

- Establishment plan;
- Plantation Management plan; and
- Fire Management plan.

CODE OF PRACTICE

The Code of Practice for Timber Plantations in Western Australia 2006, produced by Forest Industries Federation WA, Forest Products Commission Australian Forest Growers, or as revised, **shall apply**.

GUIDELINES FOR PLANTATION FIRE PROTECTION

The Guidelines for Plantation Fire Protection 2001, produced by Fire and Emergency Services Authority WA, or as revised, **shall apply**.

AREAS OF APPLICATION

This policy applies to land zoned '**Rural**' 'General Agricultural' or "Farming" in the **Shire of Beverley** Local Planning Schemes No.3. ~~of the Shires of Brookton, Beverley, York, Quairading and Cunderdin.~~

APPLICATION AND APPROVAL REQUIREMENTS

WHEN IS AN APPLICATION REQUIRED?

A Tree **Farm** Crop-Development Application must be submitted and approved prior to the commencement of a tree crop development.

~~In the Shires of Brookton, Beverley and York a~~An application is required for all tree **farm** crop developments greater than 40 **1** hectares in size. ~~If an Applicant has tree crops with an aggregate area of less than 40 hectares or less 10 contiguous hectares within any one Shire an application is not required. However, the Applicant is required to submit a Tree Crop Development Application when new tree crop developments will result in the total aggregate area exceeding 40 hectares.~~

~~— In the Shires of Cunderdin and Quairading a Development Application is required when an applicant has an aggregate area of tree crops which is 10 hectares or greater.~~

~~— In the Shires of Brookton and Beverley a Development Application is required when an applicant has a contiguous area of tree crops which is 10 hectares or greater.~~

~~— A Tree Crop Development Application can cover multiple tree crop developments, which may be on different titles, provided they are under the management of one Applicant.~~

TREE CROP DEVELOPMENT APPLICATION REQUIREMENTS



In addition to Shire requirements for Development Applications, a Tree Farm Crop Development Application is to contain the following three parts:

a) Registration; - which must contain the following information:

- Title details of the subject land;
- Name of the Landowner(s);
- Name of the Applicant (tree farm crop-manager);
- Address and contact details of the Applicant;
- Area (hectares) to be planted and species to be planted; and
- Signatures of the Applicant and the Landowner(s).

b) Management Plan:

- A checklist of information that should be included in a Management Plan is provided in Annexure attachment 2. The checklist is based on the guidelines in the Code of Practice.
- The Management Plan must address the policy measures described in Section 6 of this Policy.

c) Map; - which should show the following:

- Location of tree crops;
- Access roads;
- Structures and buildings;
- Natural features including native vegetation and water courses; and
- Other relevant information such as hazards or significant features.

Modification to Tree Farm Crop Development Application

An Applicant with an existing Tree Farm Crop Development Application approval may modify the existing application, including the addition of new tree crops plantation areas or expansion of existing tree crops plantation areas. Additional areas of tree plantations crops may therefore be managed under existing Management Plans, without the need for the Applicant to prepare a new Management Plan for every new tree plantation crop development. However the Applicant must ensure that the management measures in an existing Management Plan are relevant to new tree plantation areas crops and the sites on which they will be developed, and meet the requirements of this policy.

If this is not the case the Applicant is required to submit a modified or new Management Plan.

If an Applicant transfers management responsibilities to another organisation they are required to notify the Shire and provide details of the new managing entity.

Assessment of applications

~~Tree Crop Development Applications should be submitted to the Shire in which the development will occur.~~

~~Assessment of Tree Crop Development Applications is to have regard to the application requirements and policy measures described in Sections 5.2 and 6 of this Policy.~~



ADDITIONAL POLICY MEASURES

The following policy measures must be addressed in the Management Plan.

GENERAL TREE FARM CROP MANAGEMENT

The Shires encourage all tree farm crop developments to be undertaken with appropriate consideration to the specifications and guidelines in the *Code of Practice and Guidelines for Plantation Fire Protection*.

The *Code of Practice* provides management goals and operational guidelines to tree farm managers to “ensure tree crop operations in WA are conducted in a manner that is in accordance with accepted principles for good plantation management, while recognising that a primary aim of tree crops is to be economically competitive and sustainable”.

ACCESS ROADS AND ROADING

When planning tree farm crop developments, Applicant's Applicants should consider how tree plantations crops will be accessed for management, harvesting and removal of products (if applicable). Potential access roads should be identified on the Map.

The harvest and haulage of tree farm crop products results in ‘wear and tear’ of roads and other transport infrastructure and the Shires are is seeking to minimise adverse effects on local roads within their its control.

~~The future locations of processing facilities in or near the SEAVROC region are currently unknown, and it is therefore difficult to prepare a transport strategy prior to commencement of tree crop development.~~

FIRE MANAGEMENT

A fire management plan must be included as part of the overall Management Plan (see Attachment 2).

Any Fire Management Plan must be consistent with *Guidelines for Plantation Fire Protection 2001*, produced by Fire and Emergency Services Authority WA, or as revised. Should the Fire Management Plan not be consistent with the guidelines then the application will normally be refused.



Attachment 1 Tree Farm Crop Development Application Registration Form

SECTION 1 – NEW APPLICATION OR MODIFICATION

Select one of the following:

- New Tree Farm Crop Development Application
(Complete all Sections except Section 6)
- Modification to existing Tree Farm Crop Development Application
(Complete all Sections except Section 5)

SECTION 2 – APPLICANT DETAILS

Name of Applicant _____
 (Company or individual): _____
 Name of contact person: _____
 Address: _____

 Tel: _____
 Fax: _____

SECTION 3 – LANDOWNER DETAILS (If multiple Landowners provide details of additional Landowners on page 3)

Tick if AS ABOVE or complete

Name of Landowner: _____
 Address: _____

 Tel: _____
 Fax: _____

SECTION 4 – LAND TITLE

Title details of the land on which trees will be planted

(If multiple titles, specify the area to be planted on each title):



COMPLETE IF NEW APPLICATION

SECTION 5 – TREE FARM CROP INFORMATION (NEW APPLICATIONS ONLY)

Total area to be planted _____
 (hectares): _____

Species to be planted _____
 (and area of each): _____

Proposed planting _____
 dates: _____

Management Plan attached Tick applicable box
 Yes plan is attached
 No plan is not attached

Map attached Tick applicable box
 Yes plan is attached
 No plan is not attached

Note: a Management Plan and a Map are prerequisites for approval of a new Tree Farm Crop Development Application

COMPLETE IF APPLICATION MODIFICATION

SECTION 6 – TREE FARM CROP INFORMATION (Modifications only).

Complete relevant sections

Reason for modification _____
 (e.g. new or changed tree plantation crop area)

Additional area to be planted (hectares): _____

Species to be planted: _____

Proposed planting _____
 dates: _____

Management Plan attached Tick applicable box
 Yes plan is attached
 No plan is not attached

Map attached Tick applicable box
 Yes plan is attached
 No plan is not attached

Note: Previously approved Management Plans and Maps may be used for modification if relevant.

If no, provide reference to relevant Management Plan and/or Map

Signature of Applicant: _____

Print Name: _____

Date: _____

Signature of Landowner: _____
 (if land owner is not Applicant)

Print Name: _____

Date: _____

SHIRE USE ONLY

Application received on: _____	Reasons for non approval _____
Application reviewed by _____	Advice provided to Applicant on: _____
Approved/Not approved _____	Tree crop register updated on: _____



ADDITIONAL LANDOWNERS

LANDOWNER 2

Name of Landowner: _____

Address: _____

Land Title: _____

Tel: _____

Fax: _____

LANDOWNER 3

Name of Landowner: _____

Address: _____

Land Title: _____

Tel: _____

Fax: _____

LANDOWNER 4

Name of Landowner: _____

Address: _____

Land Title: _____

Tel: _____

Fax: _____

LANDOWNER 2

Signature of Applicant: _____

Print Name: _____ Date: _____

LANDOWNER 3

Signature of Applicant: _____

Print Name: _____ Date: _____

LANDOWNER 4

Signature of Applicant: _____

Print Name: _____ Date: _____



Attachment 2 Tree ~~Farm~~ ~~Crope~~ Development Application Management Plan Checklist

TREE ~~FARM~~ ~~CROPE~~ DEVELOPMENT APPLICATION

MANAGEMENT PLAN CHECKLIST

The following is provided as a checklist of information recommended to be included in a tree ~~farm~~ ~~crope~~ Management Plan. It is based on the guidelines in the Code of Practice for Timber Plantations in Western Australia and provides a reference to the relevant sections of the Code of Practice where relevant.

ESTABLISHMENT PLAN Section in Code of Practice

This should outline the following topics and how they will be managed:

- Areas of native vegetation 4.3
- Management and protection, including setback distances, of watercourses, wetlands, reservoirs and significant features 4.3
- Setback distances to structures, dwellings and gazetted infrastructure
(Note: The Guidelines for Plantation Fire Protection recommend a setback distance of 50 metres.)
- Areas to be planted and size of compartments
(The Guidelines for Plantation Fire Protection contain guidelines on compartment size.) 4.5, 4.7.6
- Access and firebreaks

Also refer to the Guidelines for Plantation Fire Protection

- Species to be planted 4.6.2
- Direction of planting lines in relation to contours and natural drainage 4.6.3
- Soil preparation methods 4.6.3
- Pest and weed control methods/prescription,
(including control of declared animals and plants) 4.6.5 – 4.6.7
- Planting methods/prescription 4.6.7
- Fertilising methods/prescription 4.6.4
-

MAINTENANCE PLAN

This should outline the activities to be conducted during the tree ~~plantation~~ ~~crope~~ rotation and how they will be managed

- Pest and weed control methods/prescription, including control of declared animals and plants 4.6.5 – 4.6.7
- Grazing strategy 4.7.6
- Fertilising methods/prescription 4.6.9
- Pruning and thinning regimes 4.5, 4.7.6
- Access and firebreak maintenance
-

FIRE MANAGEMENT PLAN

This should contain the following details:

- Contact names and telephone numbers
- Names and addresses of local fire control bodies
- Map or details of access roads, firebreaks, water points etc.
Note: this information may be included on the main Map that forms part of the Tree ~~Farm~~ ~~Crope~~ Development Application



- Location of firefighting equipment, including details of cooperative arrangements
- Specific measures to protect services e.g. power lines and gas supplies, or surrounding values (if relevant)

Refer to Guidelines for Plantation Fire Protection



TPS POLICY No. 10: PATIOS and CARPORTS

THIS POLICY TO BE REVOKED IN ITS ENTIRETY

PURPOSE

To provide guidance for the Planning requirements for patios, verandas, carports and similar structures in the Residential, Rural Residential and Farming zones.

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 patios, carports and similar structures associated with a dwelling, throughout the Shire of Beverley. This policy will be incorporated into future schemes when Town Planning Scheme No.2, or greater, is revoked.

BACKGROUND

Under the Shire of Beverley's Town Planning Scheme No. 2 Planning Approval is not required for single dwellings that meet specific criteria. There is an implied but no specific exemption to the requirement for Planning Approval for minor structures attached or associated with dwellings.

In order to resolve the matter, at its September 2008 meeting Council passed the following resolution:

"All patios, verandas, carports and other structures proposed to be attached to an existing dwelling, which comply with Town Planning Scheme No. 2, are considered ancillary to that dwelling and therefore do not require Planning Approval."

The Shire's Town Planning Scheme has no criteria under which such applications are to be determined. As such, this policy is required to provide certainty in relation to approval requirements for minor structures associated with previously approved dwellings.

DETERMINATION

Council's Town Planning Scheme No.2 allows Council to grant discretionary consent to single dwellings on all Rural Residential, Town Centre, Rural Townsite and Farming zoned land within the Shire. Single dwellings in Residential zones that comply with scheme and Residential Design Code requirements do not require Planning Approval. Grouped dwellings may only be granted approval in a Residential zone.

POLICY



As Planning Approval has already been granted for the dwelling where required, it is considered such approval encompasses minor attached and/or associated structures that comply with scheme and Residential Design Code requirements.

Where development ancillary to an existing single dwelling, such as patios, verandahs and carports is proposed, no Planning Approval is required provided the proposed development complies with:

1. The Shire of Beverley's Town Planning Scheme No. 2 and its successors;
2. The Residential Design Codes 2008 and its successors; and
3. All other relevant Council policies.
4. The structures shall not be finished with zincalume and/or untreated or unpainted timber or metal.
5. All structures proposed to contain second hand material shall require planning approval.

If in the opinion of Council or the Shire Planner under delegated authority, the structure is of such a scale, bulk or style that it is likely to disturb the amenity and/or character of the area, then the structure will not be considered minor and Planning Approval will be required.

All Building Permit applications for the construction of patios, verandas, carports and other structures proposed to be attached to, or associated with an existing dwelling, will be assessed against this policy. Should Planning Approval be required, determination will be made under the appropriate provisions of the Scheme.

In determining an application, Council or the Shire Planner under delegated authority may:

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

*Notwithstanding that Planning Consent may not be required,
a Building Permit is required to be sought and issued by
Council's Building Surveyor prior to construction commencing.*



TPS LOCAL PLANNING POLICY No. 14: ANGLO ESTATE POLICY (Mount Kokeby)

PURPOSE

To inform potential landowners on the lack of development potential for lots in the area known as Anglo Estates, confirm Council’s position on development and provide guidance on surrendering the lots.

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 the area known as Anglo Estates. The subject area is located outside the Mount Kokeby townsite. This policy will be incorporated into future schemes when Town Planning Scheme No.2, or greater, is revoked.

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 11 – Anglo Estate Policy (Mount Kokeby) which is hereby revoked.

BACKGROUND

The area known as Anglo Estates was subdivided in 1906 to provide housing lots for an urban settlement centred on the Mount Kokeby train station. The train station no longer exists and apart from a few isolated dwellings there is no remaining urban development. Anglo Estates Pty Ltd purchased the lots in 1995 and in 1996 a test case concerning Council’s refusal to grant Planning Approval for a single dwelling was heard by the Town Planning Appeals Tribunal. Council’s decision to refuse the application was upheld.

Council has consistently refused to grant Planning Approval for the following reasons:

1. All lots are zoned *'Rural'* ~~"FARMING"~~ under the provisions of Shire of Beverley **Local Town Planning Scheme No. 2 3**.
2. A number of the lots concerned do not have frontage to a public road, therefore, access to the same will only be possible through adjoining private property, if the adjoining land owners agree.
3. The building setback provisions within the *'Rural'* ~~"Farming"~~ zone of the Shire require that all buildings have the following minimum setback to lot boundaries:

To street Front:	35.0 15.0 m
To rear boundary Rear:	10.0 m
To side boundaries Side:	10.0 m
4. No reticulated scheme water supply exists in the locality at this time, and due to the distance to existing **bulk** water mains at Beverley and Brookton, it is unlikely that a scheme water supply will be provided in the future.



5. The existing soil type in the locality suggests that the provision of on-site effluent disposal could be difficult and costly, and that the only long term solution for the disposal of effluent would be via the installation of a sewerage scheme.
6. Due to points 3, 4 and 5 above, the Shire of Beverley has actively resisted the development of the lots concerned for any purpose other than farming.
7. Council's action with regard to the development and/or amalgamation of Anglo Estates lots at Mount Kokeby has consistently been one of non-support, and this action has been the subject of an Appeal by Anglo Estates to the Town Planning Appeal Tribunal of Western Australia, who dismissed that Appeal, due to doubts regarding:
 - ❖ Effluent disposal capability of the land area as a whole.
 - ❖ The provision of an adequate potable water supply to each lot.
 - ❖ The effect that residential development could have on the rural amenity of the locality.
 - ❖ The environmental harms that may be caused to persons occupying residences.
 - ❖ The effect which single residential development could have on the orderly and proper planning of the Mount Kokeby Locality.
8. In conclusion, the Beverley Shire Council has consistently considered that support for the development of the small, generally unserved, *'Rural'* "Farming" zoned lots in the farming locality of Mount Kokeby, for purposes of a single residential nature, would be irresponsible from the Local Authority point of view.

DETERMINATION

Under the Shire of Beverley's Local Town Planning Scheme No. ~~3~~ ² Planning Approval is required for **a single house** ~~all development~~ in *Rural Farming* zones ~~except for Rural Pursuit and compliant outbuildings~~. Under ~~Clause 6.3.2 of TPS 2~~ Council may refuse an application if it is not consistent with the orderly and proper planning for an area.

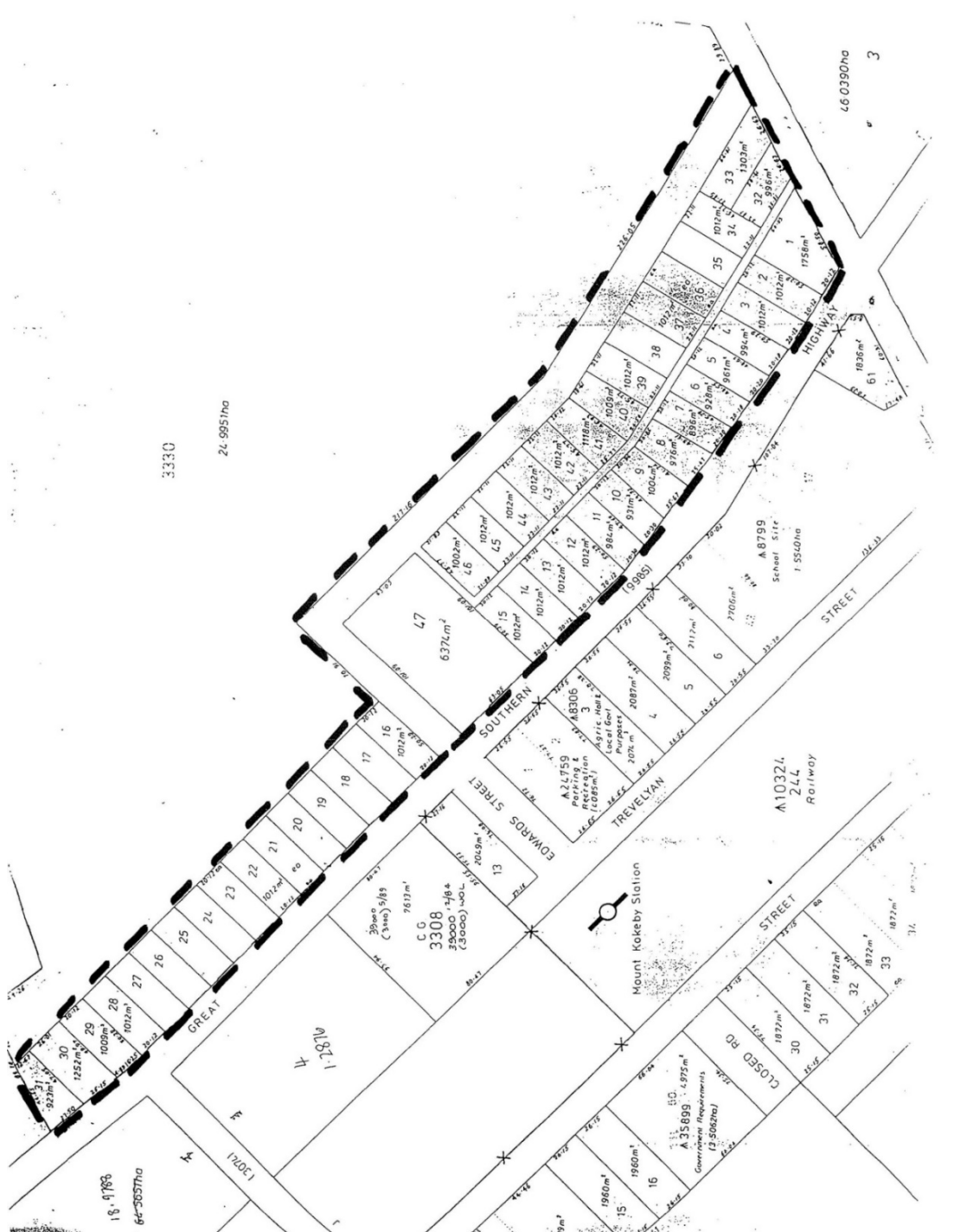
Therefore Council has consistently refused Planning Approval for any development on the Anglo Estates lots that is not consistent with Farming purposes. Such refusal to grant Planning Consent includes single dwellings.

POLICY

1. The lots referred to are included within the heavy broken black line on the attached plan.
2. Development proposals that are inconsistent with viable agricultural production will not be approved.
3. Residential development including single dwellings will not be supported.



To provide a financial incentive for landowners to surrender the lots. Should a landowner surrender the lot(s) then the current and previous years rates would be refunded if paid, or expunged if unpaid. The Shire would then pay all transfer of ownership costs. As the lots are potentially undevelopable it is anticipated the cost of the rates would be equal to or greater than the value of the land.





LOCAL PLANNING POLICY - ~~TPS POLICY No. 12: DEVELOPER CONTRIBUTIONS FOR~~ ROAD AND FOOTPATH UPGRADING

PURPOSE

This policy sets the basis for seeking contributions for the upgrading of the Shire's road and footpath network as a result of the subdivision and development of land. The policy will allow a consistent approach to be applied to all subdivisions and relevant development and will provide guidance on Council's decision making. The policy will also provide certainty to the community in estimating the costs of the subdivision and development process.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 12 – Developer Contributions for Road and Footpath Upgrading, which is hereby revoked.

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 subdivision and development contributions for road and footpath upgrading throughout the Shire of Beverley. This policy will be incorporated into future schemes when Town Planning Scheme No.2, or greater, is revoked.

OBJECTIVES

- To provide a basis for seeking financial contributions to the upgrading of the road and footpath network as a result of the subdivision process.
- To provide a basis for seeking financial contributions to the upgrading of the road and footpath network as a result of development proposals.
- To ensure consistency in the recommendations made to the Western Australian Planning Commission on subdivision applications.
- To provide clear and consistent advice to the community on the Shire's expectations for road and footpath upgrading.

DEFINITIONS

'Road' shall have the definition applied to it under the Road Traffic Act 1974 which includes any highway, road or street open to, or used by, the public and includes every carriageway, footway, reservation, median strip and traffic island thereon.

'Footpath' shall mean any land or thoroughfare used by pedestrians and/or cyclists and shall include pathways, dual use paths and any other walkway designed for this use.

STATUTORY POWERS



This Policy relates to determinations made by the Western Australian Planning Commission under the Planning and Development Act 2005. This Act gives the Commission the power to require developer contributions as part of the subdivision of land.

Where a development proposal requires the upgrading of the road and or footpath network, Council may require developer contributions ~~under Clause 6.3.2 of the Shire of Beverley's Town Planning Scheme No. 2.~~

This Policy has regard to the information contained within the Western Australian Planning Commission's State Planning Policy 3.6 - Development Contributions for Infrastructure. The objectives of the policy are:

- To promote the efficient and effective provision of public infrastructure and facilities to meet the demands arising from new growth and development;
- To ensure that development contributions are necessary and relevant to the development to be permitted and are charged equitably among those benefiting from the infrastructure and facilities to be provided;
- To ensure consistency and transparency in the system for apportioning, collecting and spending development contributions; and
- To ensure the social well-being of communities arising from, or affected by development.

This Policy adopts and implements these principles for seeking developer contributions as part of the subdivision and development process.

POLICY

1. All applications for subdivision or development approval made within the Shire of Beverley, where there is an identified nexus between the requirement for a road and/or footpath upgrade and the proposal, will be subject to the provisions of this policy. This policy does not supersede or influence any other requirement for developer contributions as part of the subdivision or development approval process toward other facilities or infrastructure, such as public open space, community facilities, etc.
2. In making recommendations to the Western Australian Planning Commission on applications for subdivision where at least one additional lot will be created from the parent lot/s, the Council will consider seeking a financial contribution to be made towards the upgrading of the road and/or footpath network.
3. The Council reserves the right to seek a financial contribution towards the upgrading of the road and/or footpath network in the case of boundary rationalisation applications where no additional lots will be created, if it is considered warranted under certain circumstances.



4. When determining a development application, if in the opinion of Council the development generates the requirement for a road and/or footpath upgrade, the Council will seek a financial contribution to be made towards the upgrading of the road and/or footpath network.
5. Contributions towards the upgrading of the road and footpath network will be based on the standards contained in Table No 1 of this policy. The standards will be reviewed as part of Council's periodic review of the Shire of Beverley's Policy Manual. Thereby allowances can be made for changing community expectations.
6. The road and footpath upgrading contribution will be a pro-rata calculation of 50% of the road/footpath as contained in Table No 1, based on the per kilometre / per metre frontage of the parent lot/s to the road. Where a secondary street exists, the Council reserves the right to seek a contribution for the secondary street in addition to the primary street frontage, however the Council will take into account traffic movements and existing rights of entry.
7. If a subdivision requires that the created lots be provided with constructed road access that does not currently exist; this policy shall not supersede any requirements for the developer to pay the full construction costs to provide this road access.
8. Nothing in this policy shall prohibit Council from seeking the construction of a footpath network within a subdivision at the developer's expense.
9. In terms of the expenditure of the financial contributions made as part of the subdivision of land, the following principles shall apply:
 - a) Should the applicant not construct the road, the construction/upgrading of the road(s) shall comply with the Shire's Works Program; and
 - b) The upgrading of any footpath network shall occur within three (3) years following the completion of all subdivisions affecting a particular area, or prior to this date as determined by Council.
10. The Council may vary the requirements of this policy, where it is considered that full compliance with the policy is impractical or such variation is warranted in the circumstances of the subdivision or development.
11. **This Policy does not apply to main roads.**



Zone	Standard			Comment
	Road Width (metres)	Road Surface	Kerbing/ Drainage	
Residential R5 and above	6	Two coat – Chip Seal	Yes	
Residential R2.5 and below	6	Two coat – Chip Seal		
Rural Townsite Town Centre	As appropriate	Asphalt	Yes	
Light Industry & General Industry Industrial	7	Asphalt	Yes	Kerbing to be provided if appropriate
Rural Residential	6-7	Two coat seal	Yes	Kerbing to be provided if appropriate
Rural & Rural Smallholdings Farming	7	Gravel – 150mm thick		A sealed road standard may be required in specific circumstances.
Footpaths where identified in strategy or structure plan	1.6	Concrete – 100mm thick		Mesh to be placed in all crossovers



LOCAL PLANNING POLICY No. 13: SIGNAGE

PURPOSE

To provide guidance for the requirements for all signage within the Shire of Beverley.

AUTHORITY TO PREPARE AND ADOPT A LOCAL PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This Policy supersedes the previous Signage Policy which is hereby rescinded.

BACKGROUND

Signage is considered to have a major impact on the amenity of the Shire, particularly in relation to roadside advertising. Except where specifically exempt under the Shire of Beverley Local Planning Scheme No. 3 or lawfully erected prior to the gazettal of the Local Planning Scheme No. 3 all advertisements within the Shire of Beverley require the prior approval of Council. This policy is to provide guidance for the location and desired standards when an application for planning approval is being considered.

OBJECTIVE

The policy is to enhance the amenity and character of all areas within the Shire of Beverley through the provision of acceptable standards of development for advertisements.

POLICY

1. This policy is for all signage that is visible from outside the property, complex or facility concerned, either from private land or from public places or streets.
2. For protection of amenity in the Rural, Rural Smallholding & Rural Residential zones, rural character shall be a priority when considering applications. Proposals which are not considered to be in harmony with the character and amenity of the area shall be recommended be refused.
3. Should the application be on or adjacent to a Main Road reserve, approval from Main Roads WA is also required.
4. Signs denoting property and/or owner name and/or property address do not require approval.
5. Temporary signage erected on any land, to encourage persons to vote for a candidate, political party or issue which may be for a forthcoming election of the parliament of the Commonwealth or State or Local Government or a referendum, removed within 72 hours of close of polls on the voting day, does not require planning approval.



6. Signage placed within the property boundary by a Licensed Real Estate agent specifically relating to the sale of the property, does not require planning approval.
7. Signage for community events, no larger than 1.2m² and for a period not exceeding 4 months, does not require the payment of a planning application fee and may be approved by the Shire Planner under delegated authority.
8. A-Frame type signage for retail sales placed adjacent to the associated business, no larger than 1.2m² does not require planning approval, on the proviso they be removed after close of business on business operational days.
9. Where an advertisement proposal requires approval, including those that form a component of a development application, the applicant shall complete and lodge a control of advertisements form contained in Appendix No. 1 to this policy in addition to an application for Planning Approval.
10. All advertisements shall comply with the criteria contained in Table 1 of this policy.



Location	Sign Purpose	Maximum Allowable Signage
All Locations	All Advertising	<ul style="list-style-type: none"> • Signage must be complementary to its surroundings. • Any signage which in the opinion of Council is distracting to motorists shall not be approved. • Except for Rural Townsite, Light or General Industry zones flashing or illuminated signs shall not be approved.
Recreational Precinct - Oval	Commercial Advertising	<ul style="list-style-type: none"> • Signage around the Oval circle shall have a minimum as well as maximum height of 80cm (inclusive of frame) measured from natural ground level to the top of the sign (refer to Appendix 2). • No limitation on width of signage. • Advertisements along the Oval circle shall be framed with an appropriate material to prevent possible injuries to spectators and participants in sports events. • Advertising contents, font and colour scheme shall be to the satisfaction of the Shire. • All other Commercial Oval Advertising to be considered on individual merit in relation to contents, dimensions, type and siting, etc.
Beverley Cornerstone Multi-Purpose Community Centre	Commercial Advertising	<ul style="list-style-type: none"> • All proposed commercial advertising shall require an application for planning approval. • Advertising for the commercial offices fronting Dawson Street shall be limited to signage on the two glass door panels (top and bottom) only – (refer to Appendix 3). Preference will be given to removable printed film. • No signage shall be permitted on adjacent external commercial office walls or facia's/eaves. • Should the business cease to operate, all relevant signage must be removed.
Within Main Roads Road Reserve	Local Government or Community Organisation	<ul style="list-style-type: none"> • Maximum dimension of 4.5m². • Should the organisation cease to operate, all relevant signage must be removed.
	Commercial Advertising	Not allowed
Adjacent to Main Roads Road Reserve	All Advertising	<ul style="list-style-type: none"> • Maximum dimension of 4.5m². • All signage must comply with the setback requirements contained in <i>Table 5 – General Site Requirements</i> in Local Planning Scheme No. 3. • Consideration must be given to the grouping of signage. • Should the business cease to operate, all relevant signage must be removed. • Advertising shall be for businesses or activity located within 5 km of the sign.



Road Reserve (Non Main Road)	Private and commercial advertising.	<ul style="list-style-type: none"> • Signage must be specific to an event and time period. Ongoing approval shall not be granted.
	Local Government or Community Organisation	<ul style="list-style-type: none"> • Signage must be specific to an event and/or time period
Residential Zone	Home Business – Signage does not require approval if compliant with policy	<ul style="list-style-type: none"> • Maximum dimension of 1m². • Signage must relate to the business being conducted. • Should the business cease to operate, all relevant signage must be removed.
	Domestic Advertising for (Garage Sale Etc.)	<ul style="list-style-type: none"> • Maximum dimension of 1m². • Advertising must relate to the property upon which the signage is placed. • All signage approval shall be limited to a maximum of two months after which a new approval must be sought and granted.
Rural Residential Zone	All Advertising	<ul style="list-style-type: none"> • Maximum dimension of 4.5m². • Advertising must relate to the property upon which the signage is placed.
Rural Smallholding Zone	All Advertising	<ul style="list-style-type: none"> • Maximum dimension of 4.5m². • Advertising must relate to the property upon which the signage is placed.
Rural Zone	All Advertising	<ul style="list-style-type: none"> • Maximum dimension of 4.5m². • Consideration must be given to the grouping of signage.
Rural Townsite Zone	All Advertising	<ul style="list-style-type: none"> • Advertising must relate to the property upon which the signage is placed. • Consideration must be given to the grouping of signage. • All signage approval shall be limited to the business for which approval has been granted. For any change of business, a new approval must be sought and granted.
Light & General Industry Zone	All Advertising	<ul style="list-style-type: none"> • Maximum individual dimension of 6m². • Maximum total area of signage 15m². • Advertising must relate to the property upon which the signage is placed. • Consideration must be given to the grouping of signage. • All signage approval shall be limited to the business for which approval has been granted. For any change of business, a new approval must be sought and granted.



Appendix 1

ADDITIONAL INFORMATION SHEET FOR ADVERTISEMENT APPROVAL (to be completed in addition to Application for Planning Approval)

Name of Advertiser (if different from owner):

Address in full:.....

Description of property upon which advertisement is to be displayed including full details of its proposed position within that property:

.....
.....
.....

Details of Proposed Sign:

Height:..... Width:..... Depth:

Colours to be used:

Height above ground level - (to top of advertisement):

(to underside):.....

Materials to be used.....

Illuminated: Yes/No. If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source:

.....

State period of time for which advertisement is required:

.....

Details of signs, if any, to be removed if this application is approved:

.....
.....
.....
.....

NB. This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed detailed above.

Appendix 2

Location of Oval Circle:



Elevation Sketch Plan – Oval Signage Dimensions:





Appendix 3

COMMERCIAL ADVERTISING – CORNERSTONE MULTI-PURPOSE COMMUNITY CENTRE





TPS LOCAL PLANNING POLICY No. 14: STOCKING RATES – Residential, Rural Residential and Rural Smallholding Zoned Land

PURPOSE

The purpose of this policy is to provide a guide for the assessment and determination of applications for Planning Approval involving the keeping of livestock on properties zoned *Residential R2, R2.5, R5, Rural Residential* and *Rural Smallholding*, within the Shire of Beverley.

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

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 14 – Stocking Rates, which is hereby revoked.

OBJECTIVES

The objectives of the policy are to:

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

BACKGROUND

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

~~Prior to Amendment 21 being adopted by Council, ‘Rural Pursuit’ land uses were unlawful on Residential Zoned land in terms of the Shire of Beverley Town Planning Scheme No. 2.~~

As a result of their size, certain types of **Residential zoned** properties in the **Beverley Townsite** necessarily invite rural lifestyle and associated land uses inclusive of low key stabling and training of horses, rearing and agistment of animals, etc. ~~An assessment of these types of land uses in the subject area~~ meet the definition of a ‘*Rural Pursuit/Hobby Farm*’ as per the Shire of Beverley **Local Town Planning Scheme No. 2 3**.

The Shire recognises that the majority of landowners manage their properties in a sustainable manner, however, the keeping of livestock on smaller properties requires a higher level of management than broad acre farming due to the higher density of



animals and closer proximity of neighbouring landowners which results in a higher potential for both environmental and amenity impacts. The Shire recognises that unsustainable land management practices often lead to land degradation problems such as soil erosion, dust nuisance, odour, water pollution and damage to vegetation.

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

APPLICATION OF POLICY

The policy is applicable to all land zoned *Residential R2, R2.5, R5, Rural Residential* and *Rural Smallholding*, within the Shire of Beverley where Council's discretion is required for a '*Rural Pursuit/Hobby Farm*' land use (the keeping of livestock) in terms of the Shire of Beverley **Local Town** Planning Scheme No. 2 3, or its successor in title.

BASIS FOR POLICY

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

STOCKING RATES

Definition of Stocking Rate:

For the purposes of this Policy, stocking rates are defined and shown as Dry Sheep Equivalents (DSE) which are the number of adult sheep (wethers) that can be sustained on each hectare all year round.

Stocking rates are the number of stock, e.g. sheep, cattle, horses, emus or other type of animal that can consistently be kept on a piece of pasture all year round with minor additional feed and without causing environmental degradation. Environmental degradation can include wind and water erosion, tree decline, increasing levels of nutrients in groundwater and waterways, the spread of weeds into adjoining bushland and soil structure decline.

Stocking rates are largely based on the amount of pasture that each particular type of animal will consume, but are also influenced by feeding patterns, animal weight, foot structure and activity.

BASE STOCKING RATE & ANIMAL EQUIVALENTS

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

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



- Be sustainable through average years.

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

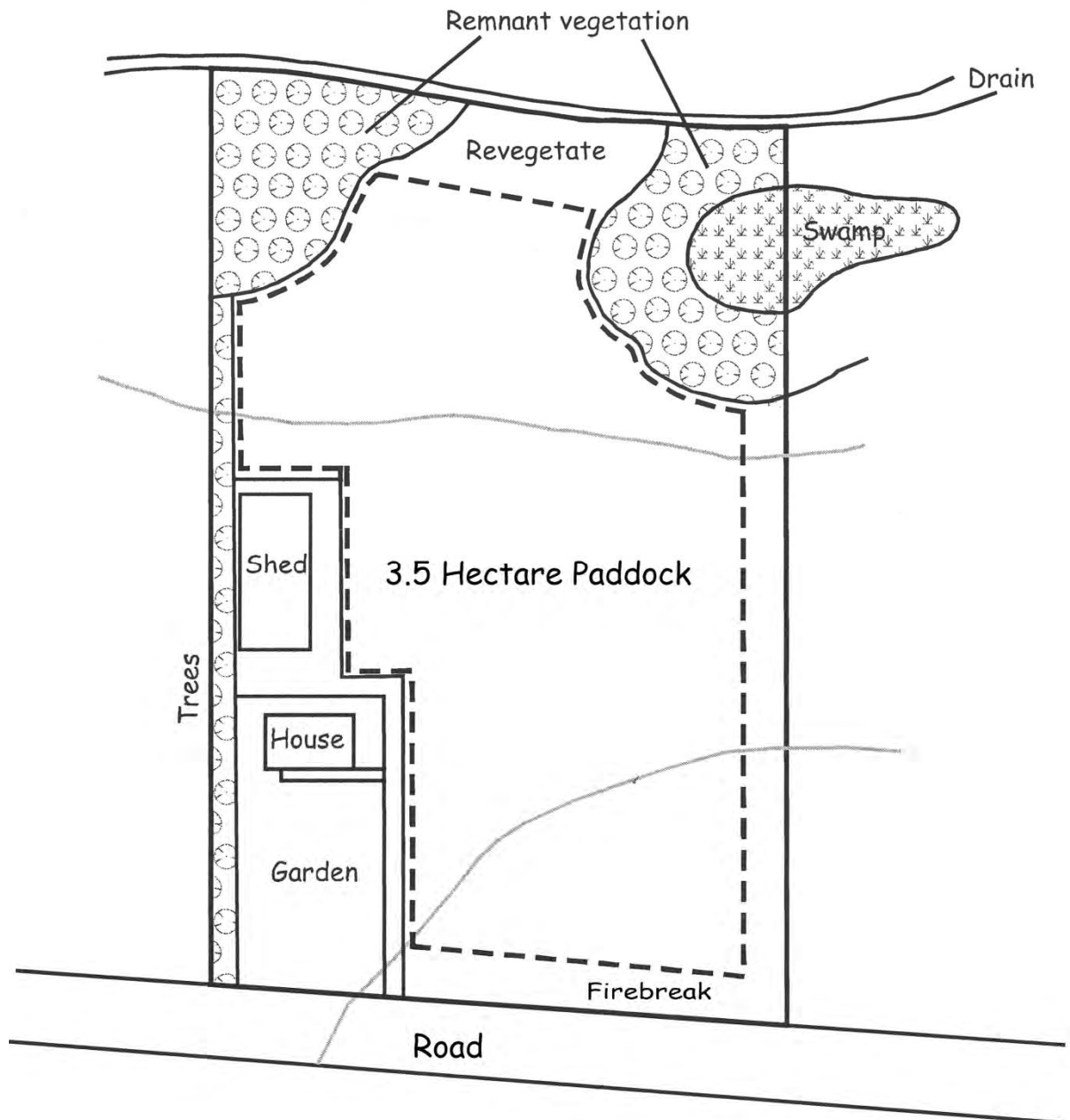
**ANIMAL EQUIVALENTS FOR THE CALCULATION OF STOCKING RATES**

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

Note: Where a particular livestock is not mentioned in the table Council will determine the DSE

CALCULATION OF DSE FOR A PROPERTY

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

Figure 1. Example Site Plan (not to scale)**Key Elements of example site plan – calculating the DSE for the above property:**

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

Calculated DSE:

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

FENCING

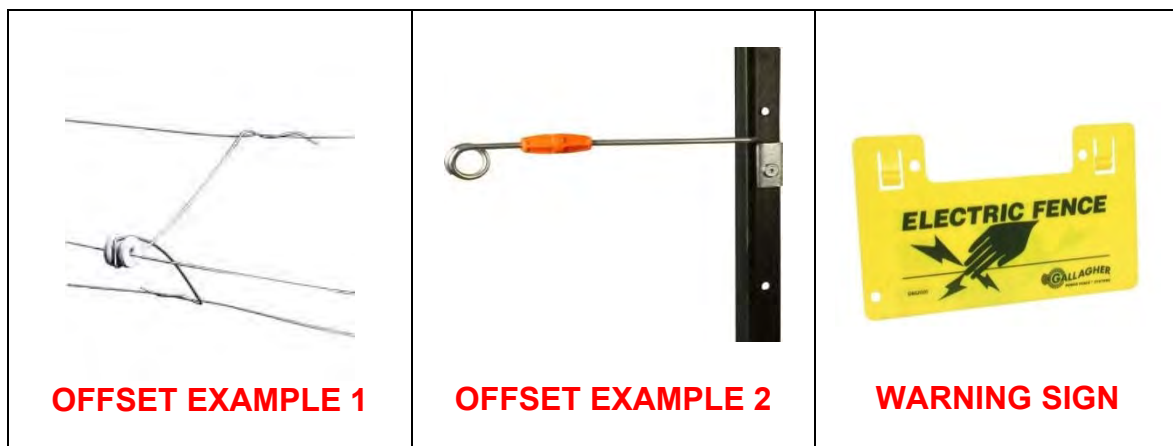
Appropriate fencing shall be made a Condition of Planning Approval for the keeping of livestock, with the following standards given as a guideline:

- SHEEP AND SMALL STOCK: 5 - 7 strand/line ring-lock, or similar;
- CATTLE: 7 strand/line with electric fence*;
- HORSE: 7 strand/line ring-lock or similar with 'sighter' strands or electric*;

*Non-lethal electric fencing systems shall be installed and operated as per the relevant Australian Standard (ASNZ 3014), and shall be installed so as to be on the inside of the subject property, and offset from the fence, with appropriately spaced warning signs, as shown in the samples in Figure 2:

Figure 2.

SAMPLE OFFSET ELECTRIC FENCE CONFIGURATION & WARNING SIGN



MANAGING WIND EROSION RISK

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

REQUIREMENT FOR A PROPERTY MANAGEMENT PLAN

Council will only consider applications for Planning Approval for a Rural Pursuit land use in excess of the Base Stocking Rate, where applicants submit a Property



Management Plan which demonstrates that pasture improvement, nutrient and waste management methods are addressed.

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

- Drainage management practices that prevent direct runoff to watercourses or dams;
- Yards or pens should be sheeted with compacted soil, sand or sawdust if located on clay soils and should be regularly cleaned;
- Adequately fenced vegetation belts capable of effectively separating environmental features such as watercourses, from areas of intensive stocking;
- Manure should be regularly collected;

- Supplementary feeding as a means of reducing grazing pressure;
- Areas of remnant vegetation, wetlands and watercourses should be fenced to exclude livestock;
- Where stables or other structures are proposed to be constructed for the housing of livestock, they must be located and managed so as not to detrimentally impact on the amenity of neighbouring residences;

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

Site plan of the property drawn to scale, indicating:

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

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

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



- Water availability and use;
- Soil type.

CONCLUSION

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



LOCAL PLANNING POLICY No. 15: THE LOCAL HERITAGE SURVEY & HERITAGE LIST

PURPOSE

To provide a guide for the compilation, operation and administration of the Shire's Local Heritage Survey and Statutory Heritage List.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Local Planning Policy No. 15 – The Heritage List, which is hereby revoked.

INTRODUCTION

The local planning scheme allows for special provisions to be applied to heritage places, which ensure that consideration is given to the cultural heritage significance of the place or area when making a planning decision.

The Heritage List allows the Shire to identify those places whose cultural heritage significance is, in its opinion, such that these additional provisions are necessary and appropriate. By inclusion in the Heritage List, an awareness is created with present and future owners that heritage, and the impact on heritage, should be addressed as part of a development application.

Inclusion in a Heritage List does not limit the ability of an applicant to propose any works, nor does it limit the ability of the Shire to determine an application in the manner it considers most appropriate. However, proposals that respect and retain the heritage values of the place are likely to be encouraged and may, where appropriate, be required.

Clause 61(1)(b)(iii) of the *Deemed Provisions*¹ requires that works to the interior of a building require development approval where a place is noted in the Heritage List as having an interior of cultural heritage significance. This policy identifies how this will be assessed and how the designation will be indicated.

¹Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015* lists a range of 'deemed provisions' that have effect and may be enforced as part of the local planning scheme. Requirements noted within the deemed provisions are therefore required under the local planning scheme.

APPLICATION

This policy applies to the administration and operation of the **Local Heritage Survey and the Heritage List** associated with the Shire of Beverley **Local Town** Planning Scheme Number **3 2** and its successors in title.

OBJECTIVES



The objectives of the policy are:

- to achieve transparency and consistency in the designation of a **Local Heritage Survey** & Heritage List;
- to provide clear guidelines on how challenges to inclusion will be assessed;
- to ensure that the Heritage List is maintained in a manner and form that is consistent with the local planning scheme; and
- to clarify which places will fall outside the scheme provisions for heritage.



POLICY

1. FORMAT OF THE HERITAGE LIST

The definitive version of the Heritage List is the most recent dated document of that designation that has been adopted by a resolution of Council. The Heritage List is available for inspection during business hours at the Shire offices; alternatively it can be viewed on the Shire's website: www.beverley.wa.gov.au.

The Heritage List will be compiled in a format **generally** consistent with the template given in *Schedule 1* of this policy. While best efforts will be made to provide information for all parts of the Heritage List, absence of data in one or more fields does not invalidate the inclusion of a place in the Heritage List.

Due to the extent of information associated with the statement of significance and physical description, this information may be provided on an individual place record, which should be considered to be part of the Heritage List.

The Shire will endeavour to include all relevant information relating to the Heritage List in the Heritage Council's online database *inHerit* (www.inherit.stateheritage.wa.gov.au). If there is any inconsistency between sources, the Shire's hard copy is determined to be the correct version.

2. THRESHOLD FOR INCLUSION IN THE LOCAL HERITAGE SURVEY AND HERITAGE LIST

Establishment and maintenance of the Heritage List is a requirement of Clause 8(1) of the *Deemed Provisions*¹. Inclusion **of places** in the **Local Heritage Survey & Heritage List** will be based on an assessment of **the** cultural heritage significance and the **grading** designation of this significance ~~as detailed in the Shire's local government inventory, also known as the *Heritage Inventory (HI)* or *Municipal Heritage Inventory (MHI)*.~~

Inclusion in the Heritage List will be based on the level of cultural heritage significance **assigned** ~~identified in the HI/MHI~~, as indicated in Table 1.

Table 1: Cultural Heritage Significance and inclusion in the Local Heritage Survey and Heritage List

Level of Significance	Category	Description	Local Heritage Survey and Heritage List
Exceptional significance	1 <i>(State Register of Heritage Places)</i>	Essential to the heritage of the locality. Rare or outstanding example.	Places representing the statutory <i>Heritage List</i> , as per the <i>Deemed Provisions</i> ¹
Considerable significance	2	Very important to the heritage of the locality. Shows a high degree of integrity/ authenticity.	Places representing the statutory <i>Heritage List</i>.
Some / Moderate significance	3	Contributes to the heritage of the locality. Has some altered or modified elements, not necessarily detracting	Places not part of the statutory <i>Heritage List</i> , acknowledged only.



		from the overall significance of the place.	
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3. DIFFERENCE DISTINCTION BETWEEN THE **LOCAL HERITAGE SURVEY & HERITAGE LIST** & ~~HERITAGE INVENTORY~~.

It is important to note, as per *Table 1* above, that there is a distinction between the **Local Heritage Survey** ~~Heritage Inventory~~ and the *Heritage List*.

The **Local Heritage Survey** ~~Heritage Inventory~~ is the Shire's broader heritage resource document and represents a complete list of all places within the Shire's jurisdiction that has cultural heritage significance in the opinion of the Shire, and includes the *Heritage List*.

The *Heritage List* is the statutory sub-section of the **Local Heritage Survey** ~~Heritage Inventory~~ where planning controls apply in terms of the *Deemed Provisions*¹ to places within the *Heritage List*, i.e. where a Planning Application is required for proposed development.

All places within the **Local Heritage Survey** ~~Heritage Inventory~~ designated as Category 1 & 2 forms the statutory *Heritage List*.

All places designated as Category 3 within the **Local Heritage Survey** ~~Heritage Inventory~~ does not form part of the statutory *Heritage List*, and no planning controls apply to these places. Places with a Category 3 designation are included in the broader resource **Local Heritage Survey** ~~Heritage Inventory~~ document to only acknowledge the level of cultural heritage significance that they are considered to have.

4. CHANGES TO THE HERITAGE LIST

Consultation requirements for modifying the *Heritage List* are set out in Clause 8(3) of the *Deemed Provisions*¹. This process applies to the initial entry of a place, subsequent changes, or removal of an entry.

4.1 INITIATING THE ENTRY OF A PLACE IN THE HERITAGE LIST

Requests for the Shire to assess the heritage values of a place shall be made as a nomination for the **Local Heritage Survey** ~~Heritage Inventory~~ and must provide sufficient information to determine the place and to indicate the values attributed to it by the nominee.

If the place is adopted in the **Local Heritage Survey** ~~Heritage Inventory~~ by a resolution of Council and its assigned level of cultural heritage significance meets the threshold for inclusion in the *Heritage List*, the Shire will begin the consultation process to consider inclusion of the place in the *Heritage List*.



Consultation for including a place in the *Heritage List* will be initiated by the Shire within three months of a resolution adopting the place in the *Local Heritage Survey* Heritage Inventory.

In addition to inviting submissions from owners and occupants of each nominated place, consultation on heritage assessments may be carried out by inviting comment:

- from the general community through the Shire website/notice board/local newspaper;
- from the local historical society; or
- in any other manner that may reasonably result in providing relevant information on the cultural heritage values of the place.

Submissions on the proposed inclusion of a place in the *Heritage List* will be accepted for a minimum period of 21 days.

The Shire will consider objections to inclusion in the *Heritage List* only in relation to the level of cultural heritage significance assigned to a place.

4.2 MODIFYING AN ENTRY IN THE HERITAGE LIST

Changes to an entry in the *Heritage List* may be initiated by the Shire as part of the administration of the list, or by nomination using the prescribed form. The Shire will consider requests for change but is not obliged to make such a change.

A decision on progressing the change will take into account the relevance, necessity and benefits of updated information and the administrative requirements of the consultation process. In general, minor and inconsequential changes to the *Heritage List* will not be progressed, but may be deferred for later consideration.

4.3 REMOVING AN ENTRY FROM THE HERITAGE LIST

Removal of a place from the *Heritage List* may be appropriate where the local government considers that the heritage significance of a place has substantially changed, to the extent that it no longer displays the values for which it was included in the *Heritage List*. This may be the result of substantial demolition of, or damage to a place, or presentation of new evidence about the place.

A proposal to remove a place may be made by the local government or its officers, or by the owner of a place. If proposed by an owner, the onus will be on them to demonstrate that the cultural heritage significance of the place is below the threshold for inclusion on the *Heritage List*.

In addition to consultation with owners and occupants for each place for which removal is requested, consultation on such an action may be carried out by inviting comment:

- from the general community through the Shire website/notice board/local newspaper;
- from the local historical society; or
- in any other manner that may reasonably result in providing relevant information on the cultural heritage values of the place.



The Council's opinion as to the cultural heritage significance of a place is determined solely by a resolution of Council at a properly convened meeting.

Substantial redevelopment, demolition or loss of fabric will not automatically result in removal from the *Heritage List*, as the place may still retain sufficient cultural heritage significance to support inclusion in the *Heritage List*, particularly if the heritage values relate to social or historical significance.

The Shire will retain a record of all places removed from the *Heritage List*.

5. DESIGNATION OF SIGNIFICANT INTERIORS

Works to the interior of a building require development approval only where a place has been designated in the *Heritage List* as having an interior with cultural heritage significance, or the place is included in the **State** Register of Heritage Places (State Register).

The designation of an interior with cultural heritage significance will be based on the assessment of significance associated with the place, and will be noted as part of the entry of the place in the *Heritage List*. Where, in the opinion of Council, there is reasonable evidence to support the designation of a significant interior, the designation may be made even where the assessment process has not included an interior survey.



SCHEDULE 1 - PLACE ENTRY FORMAT:

**SHIRE OF BEVERLEY
HERITAGE INVENTORY**



Shire of Beverley **Local Heritage Survey** Inventory Place No: #

State Heritage Office Place No: #

NAME OF PLACE			
Other names			
Address and/or GPS co-ordinates			
Suburb/Town			
Reserve No:			
CONSTRUCTION DATE			
Original Use			
Present Use			
Other Use			
CONSTRUCTION MATERIALS:			
Walls			
Roof			
Other			
ARCHITECTURAL STYLE:			
PHYSICAL DESCRIPTION:			
CONDITION			
INTEGRITY			
AUTHENTICITY			

STATEMENT OF SIGNIFICANCE

MANAGEMENT RECOMMENDATION
Category #:

HISTORICAL NOTES	
LISTINGS	
SUPPORTING INFORMATION/BIBLIOGRAPHY	DOCUMENT TYPE



WSFN

WHEATBELT SECONDARY
FREIGHT NETWORK

PROGRAM GOVERNANCE PLAN

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1 Program Governance Outline

1.1 Program Overview

The Wheatbelt Secondary Freight Network (WSFN) in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost-effective access to business. The WSFN project is developing a submission, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia (IA) Priority List.

The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

1.2 Goals

The 42 Local Governments (LGs) that collectively manage roads that comprise the Wheatbelt Secondary Freight Network are seeking to:

1. Efficiently deliver Stage 1 pilot projects funded through the Federal Government Roads of Strategic Importance (ROSI) program with State and Local Government co-contributions;
2. Develop a prioritised program of works for Stage 1 based on available funding (approximately \$87.5 million in funding for on-ground works), priority and deliverability.
3. Complete an "IA Stage 4 Business Case" submission covering the unfunded work needed to develop the WSFN to meet to industry requirements and submit this to Infrastructure Australia for inclusion on the Infrastructure Priority List (IPL).

1.3 Background

The 42 LGs of the Wheatbelt region have worked collaboratively for over 4 years to identify and now secure funding to improve secondary freight network routes on Local Government Roads in the Wheatbelt.

The 42 LGs have worked collaboratively with a number of State Government Departments to develop this plan and secure the Federal funding and this level of collaboration is unprecedented. In order to ensure ongoing success it is imperative that governance to deliver this program be established to administer the available funds and deliver the agreed outcomes in a transparent, reportable manner to the satisfaction of all parties; Local Governments, States Government and the Commonwealth.

\$70 million of Federal funding (ROSI) has been allocated and this has been matched with State funding of \$17.5 million (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the Local Governments whose assets are being upgraded.

The available \$87.5M will not be sufficient to upgrade all the identified 80 routes and good governance of this program, and ongoing collaboration between all parties, will be critical in securing additional funding.

In addition to this the Shire of Koorda has received a REDS grant of \$100k for 2019/20 to engage a project manager for this project.

1.4 Purpose of the Program Governance Plan

The purpose of this Program Governance Plan (PGP) is to identify how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will assist to outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WR RRG), their respective Sub-Groups and Local Governments. It will address who has responsibility for decision making on specific components. The PGP will provide a framework and guidelines for all members of the WSNF program to operate within. It also outlines how key administrative roles associated with program management such as stakeholder engagement, funding acquittal, project development and delivery and general correspondence will be undertaken. The PGP links all administrative tasks into a single concise document that members of the program governance team can regularly refer to.

The PGP will be used to communicate to all stakeholders how the program will be governed. It also provides a reference from which the governance of the program can be evaluated at any point in time and modified or improved as required.

1.5 Governance and Delivery

Given this funding is for Local Governments and all improvements are on Local Government assets it is appropriate that Local Government representatives determine program prioritisation, project selection, and appropriate standards and are responsible for design and delivery of the works.

It is proposed to split the Local Government responsibilities for this program delivery into three areas;

- Governance
 - Provide sound governance
 - Overall program management
 - Administration
- Management
 - Design and scoping of projects.
 - Delivery of individual identified projects
- Administration
 - Funding breakdown.
 - Funding acquittal.
 - Program agreements.

1.6 Formal Agreement

This PGP should be read in conjunction with the Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents that provide operational details about how the work will be delivered.

As outlined later in the PGP it is proposed that all 42 Local Governments are to formalise their commitment to WSNF Program, to be eligible for future funding and project consideration, via a formal resolution of Council, which will entail the presentation and acknowledgement of the following WSNF program documents:

- Project Governance Plan

- Program Delivery Plan
- MCA Methodology.

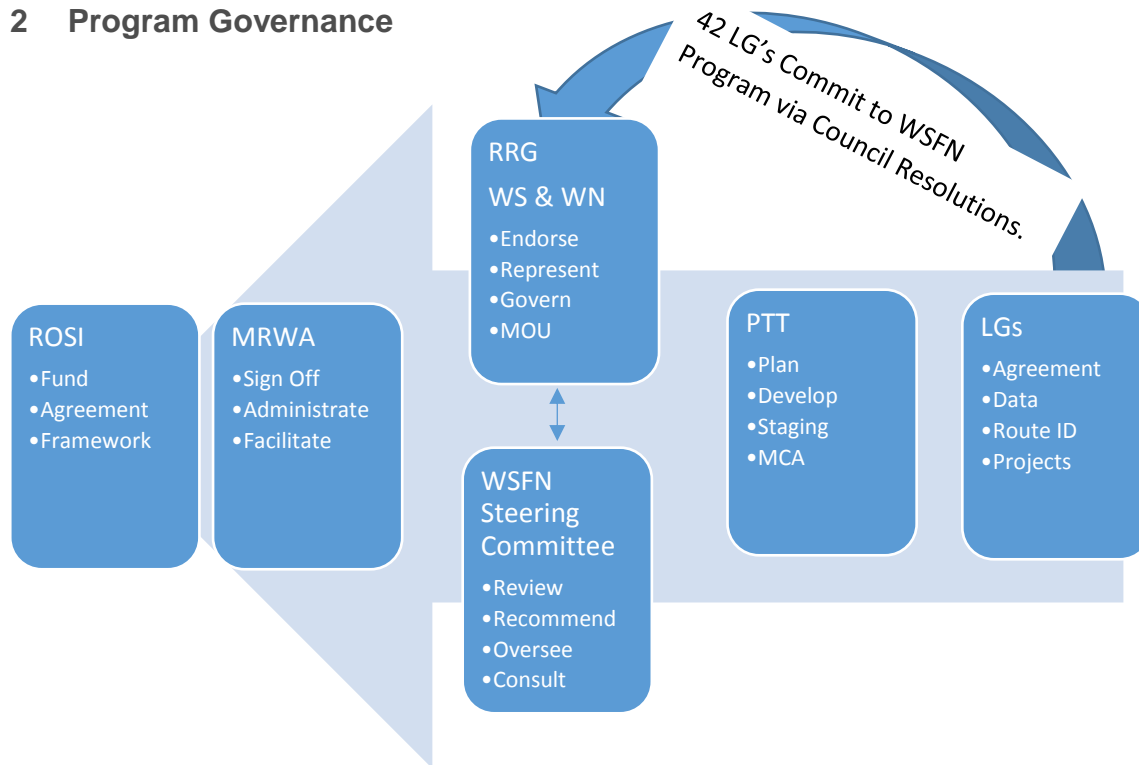
The 42 Council resolutions will be collated as addendums to a formal agreement (either a Deed of Agreement / Memorandum of Understanding, with exact terminology to be confirmed) that the Regional Road Group will sign with the Federal and State Governments on behalf of all 42 LGs associated with the WSNF program formalising the ongoing commitment to the program.

The following provides an overview of the delegations and approval processes for each relevant stakeholder group associated with WSNF program governance and delivery.

Document	WSFN Steering Committee	LG	RRG	MRWA
Formal Agreement	Prepare & Submit	Commit	Approve	Sign Off
Governance Plan	Prepare & Submit	Receive	Approve	Sign Off
Program Delivery Plan	Prepare & Submit	Receive	Endorse	Sign Off
Preliminary MCA	Prepare & Submit	Receive	Approve	Sign Off
Annual Report	Prepare & Submit	Receive	Receive	Receive
Staging Plan	Prepare & Submit	Receive	Endorse	Approve
Annual Program Budget	Prepare & Submit	Receive	Endorse	Sign Off
Specific Projects	Approve	Commit	Receive	Sign Off

The Program Delivery Plan will be a “live” document that will evolve as the program and its various projects are delivered. It is envisaged that this document incorporate various learnings undertaken over the course of the program.

2 Program Governance



2.1 Federal Government

The Australian Federal Government intends to invest \$4.5 billion over ten years to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities.

The WSFN Stage 1 prioritised program and on-ground capital works, up to a value of \$87.5 million, will be completed through the provision of Federal Government ROSI funds (\$70 million) along with matching State Government funds (\$11.7 million) and Local Government (\$5.8 million) co-contributions. The envisaged timeframe for this is 3 – 5 years subject to funding arrangements outlined by the Federal Government.

The Federal Government will:

- Provide guidance regarding program delivery and funding arrangements for WSFN program in-line with the ROSI requirements.
- Note Agreement between the 42 Local Governments of Wheatbelt North & Wheatbelt South Regional Road Groups (RRGs) regarding on-going support for investment in the WSFN and governance arrangements.
- Note a 5 year Staging Plan.
- Approve annual program plan through the Program Proposal Report (PPR).
- Provide funding to WA State Government via Main Roads WA in alignment with agreed milestones.

2.2 State Government (Main Roads WA)

Main Roads WA (MRWA) will represent the State Government in financial arrangements with the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development and provide the link between the Federal Government and the WSFN. MRWA

will review the processes undertaken by RRGs, WSN and associated LGs and approve when satisfied that these process have been complied with.

Federal and State Government funding will be managed through Main Roads WA. Main Roads WA will fulfil the public financial administration role as it does with the Regional Road Groups.

- MRWA Wheatbelt Regional Manager to sign off on individual projects.
- MRWA Wheatbelt Regional Manager to ensure the various projects are delivered in accordance with the project plan
- MRWA to administer funds.
- Reporting implementation of the WSN Program will be an additional funding stream within the Wheatbelt North and Wheatbelt South Regional Road Groups.

2.3 Wheatbelt North and Wheatbelt South Regional Road Groups

The WSN Program will use existing governance structures and decision-making processes within the Wheatbelt North (WN) and South (WS) Regional Road Groups.

The RRGs will make decisions and endorse commitment of funds in accordance with agreed processes and procedures based upon advice from WSN Steering Committee and its Governance Plan. This approach would mitigate the need for every decision to be considered by all 42 Shires and would therefore enable swifter decision making. Its specific roles and responsibilities will entail:

- WS & WN RRGs to enter into a joint Agreement / Memorandum of Understanding (MOU) [specific terminology to be confirmed] representing all 42 LGs confirming their inclusion in WSN program.
- Receive and acknowledge Steering Committee decisions
- Endorse Governance Plan under which the Steering Committee will operate.
- Endorse Multi Criteria Assessment as recommended by Steering Committee
- Receive and Note the Annual Report as presented by Steering Committee
- Approve the program including back up projects (Staging plan).
- Approve the Annual program budget

Should WN & WS when approving programs not come to an agreed position it will be referred to mediation group comprising of RDA-W, WALGA and MRWA.

2.4 WSN Steering Committee

The purpose of the Steering Committee is to provide oversight and governance to the program.

The Steering Committee is made up of the following members:

Voting Delegates

- 2 x Wheatbelt North Regional Road Group (WN RRG) Elected Members
 - Chairperson plus 1 other delegate
- 2 x Wheatbelt South Regional Road Group (WS RRG) Elected Members
 - Chairperson plus 1 other delegate

Non-Voting Delegates

- WSN Program Technical Director

- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA - Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

The Elected members are nominated to the Steering Committee for a two year term at the first RRG meeting following the LG elections. The Chairperson shall be elected at the first WSNF Steering Committee meeting following the LG elections.

Should the Steering Committee be unable to reach an agreed position it will be referred to mediation group comprising senior officers appointed by RDA-W, WALGA and MRWA.

The Steering Committee would work to set the goals and outcomes for the program in order for the Program Technical Team (refer Section 2.5) to develop a program brief and manage the consultant engagement process. Key roles would include:

- Set the goals and outcomes for the program.
- Provide political representation with State and Federal governments as well as their relevant authorities and departments.
- Identify funding opportunities and sources.
- Provide communication and consultation back to the WN and WS RRGs.
- Provide a collaborative approach to program delivery across multiple organisations.

The Steering Committee will recommend decisions and the commitment of funds to RRG in accordance with agreed processes and procedures outlined in WSNF Governance Plan.

Specific roles and responsibilities of the Steering Committee will be to:

- Review and recommended to RRGs
 - proposed routes within each sub-group.
 - approved Multiple Criteria Analysis process.
 - prioritisation of the 80 routes in accordance with the agreed Multi Criteria Assessment
 - work programs for future years and project prioritisation plans.
- Approve projects and allocation of project funding on an annual basis against agreed scope and budget with individual Shires.
- Consult and communicate with their respective sub-groups and member LGs.
- Ensure relevant information is presented to each RRG meeting for consideration.
- Prepare annual reports of achievements in the previous year
- Report on decisions made and program progress to Regional Road Groups and Main Roads

2.5 Program Technical Team

The PTT would be a technical working group consisting of the WSNF Program Technical Director and Project Manager as well as a Technical Advisor from each RRG.

The PTT will also have the ability to co-op specific technical resources as and when is required.

The role of the PTT will be to undertake a multi-organisational approach to deliver all the components of the program. Key responsibilities will entail.

- Engage consultants as required to deliver the program outcomes.
- Prioritise the 80 routes in accordance with the agreed Multi Criteria Assessment.
- Prepare work programs for future years.
- Prepare annual reports of achievements in the previous year.
- Prepare scope for future works to ensure consistency along identified routes.
- Allocate budgets against agreed scopes with individual Shires.
- Report on decisions made and program progress to Steering Committee and Working Group.

2.5.1 Program Technical Director

It is proposed that this role is undertaken by a representative of a Local Government within the Wheatbelt Regional Road Groups. Their roles and responsibilities will entail:

- Technical Member of the Steering Committee.
- Chairperson and coordination of PTT.
- Review of Project Brief and Budget as prepared by the Project Manager and present to Steering Committee.
- Oversee Project Manager in conjunction with employing LG.

The Steering Committee will make a recommendation to the RRGs to approve the appointment of Program Technical Director for a period an initial period of 3 years commencing October 2019, and every 2 years thereafter, outside of an election cycle.

2.5.2 Project Manager

The Project Manager will form part of the Program Technical Team and will be an integral key to successful program delivery. The complexity and scale of this program is significant and well beyond the technical and financial capabilities of the Wheatbelt Local Government staff on an individual basis. Engaging an external Project Manager with the skills and expertise required to work with the PTT, relevant LG officers as well as technical consultants will ensure a cohesive and collaborative environment is established for optimum outputs.

The Project Manager will direct the work of the external technical consultants and will be the main contact for communication between the PTT and external consultants.

Key roles of the Project Manager will be to undertake streamlined planning and coordination of activities associated with finalising the assessment, prioritisation and delivery of Stage 1 priority projects with relevant LGs. The activities include:

- Refine design criteria and develop preliminary standards and designs
- Consolidate existing data to gain an understanding of road user requirements, the physical site, and environmental context and constraints
- Undertake a study of quantified issues and opportunities, for input into route prioritisation.
- Collation and review of existing road condition and traffic data and program scopes.
- Identify priority projects and the proposed scope and timing for staged implementation of planned network
- Refine a route prioritisation MCA tool and conduct analysis of selected routes.
- Develop a route staging plan.

- Collection of additional, more detailed road condition and traffic data and project scope refinement.
- Site visits including cursory visual inspections would be undertaken to support desktop activities and to inform gap assessment.
- Development of detailed investigation and survey of Stage 1 priority projects. Supporting investigations that may be required which would include feature survey, environmental surveys, traffic surveys, utility services investigations (such as potholing), geotechnical and hydrological investigation.
- Development of “approved” and funded shovel ready projects
- Allocation for specific design or engineering investigations for immediate priority works (environmental, geotechnical, survey, detailed design).

The Shire of Koorda will be the auspice of the funding of the Project Manager for a nominal period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

2.6 LGs

- 42 Local Governments are to formalise their commitment to WSNF Program, to be eligible for future funding and project consideration, via a formal resolution of Council, which will entail the presentation and acknowledgement of the follow WSNF program documents:
 - Program Governance Plan
 - Program Delivery Plan
 - MCA Methodology.
- Provide necessary data to PTT to be utilised as part of MCA process and Staging Plan.
- Assist PTT with development of Staging Plan by identifying routes and assessing deliverability within the timeframes and parameters of the WSNF program.



WSFN

WHEATBELT SECONDARY
FREIGHT NETWORK

MULTI-CRITERIA ANALYSIS METHODOLOGY

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A preliminary prioritisation of the Wheatbelt Secondary Freight Network routes was performed to provide an initial example of the future process and assist in identifying high-value routes. A simple multi-criteria analysis (MCA) was developed to score each route on the available data. This was undertaken as part of the Business Case development and funding submission process.

The objective of the MCA is therefore to accurately reflect the relative need for upgrade works for each route across the network. To achieve this, the MCA must be based on clear and justifiable scoring system that uses good-quality and verifiable data.

Following the Preliminary MCA development the WSNF team have been able to obtain additional more detailed data from the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. This data will be distributed to the WSNF Steering Committee via Main Roads WA. The additional data will be incorporated as part of the development of a Revised MCA.

This document summarises the Revised MCA methodology of prioritising the 80 Secondary Freight Routes of the WSNF program.

The criteria upon which each route will be assessed in the MCA includes:

- Average Daily Traffic
 - as submitted by LGAs
 - which would actually be “peak season” traffic
- Equivalent Standard Axles / per day
 - as submitted by LGAs
 - which would actually be “peak season” traffic
- Seal Width
 - Linearly relates to percentage of road below minimum 7M requirement for seal width.
- Road Safety
 - ROSMA as per RARF data
 - KSI
- Road Condition Data
 - as submitted by LGAs
 - Simple Condition Grading Model - IPWEA, 2015, IIMM, Sec 2.5.4

Input Data

Data will be collated from a range of sources as summarised below. These data sources fall under two general categories, relating either to the condition or utilisation of each route (see further explanation below):

Category	Data Set	Description
Condition	ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Condition	Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Condition	Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
Utilisation	ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
Utilisation	ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

MCA Process

The MCA will use a three-step process to incorporate all routes into a final ranking system:

- Each set of data is scored on a consistent scale (e.g. 1 to 5) based the range of results in the data set. For example, if average daily traffic counts (ADT) range from a minimum of 100 to a maximum of 600 then the following scores could be applied (example only):

ADT Range	ESA Range	Seal Width (m)	ROSMA (KSI)	Road Condition	Score
100 – 199	0 - 25	> 8	0	Excellent: only planned maintenance required	1
200 – 299	25 – 50	7 - 8	0.2	Good: minor maintenance required plus planned maintenance	2
300 – 399	50 - 75	6 - 7	1	Fair: significant maintenance required	3
400 – 499	75 – 100	5 - 6	1.5	Poor: significant renewal/rehabilitation required	4
500 - 600	> 100	< 5	2	Very Poor: physically unsound and/or beyond rehabilitation	5

- The scores for each set of data are then combined using weightings (%) to reflect the importance of each set of results in establishing the need for works (example below). This system will be supported by a descriptive justification for the weighting applied to each set of data:

Data Set	Example Score	Weighting	Final Score
A	2	10%	0.2
B	3	20%	0.6
C	4	30%	1.2
D	1	40%	0.4
Total		100%	2.4 out of 5

- The final score for all routes are then compared to rank the routes according to a simple priority system e.g. high, medium and low.

Application of Weightings

The weightings applied to each set of data must be reflective of the actual need for upgrade/repair works. At a high level, the need for the works stems from:

- The current condition of the route and how far this is from an ideal standard
- How much the route will be utilised, primarily by heavy vehicles

Anecdotal feedback to-date has been that heavy vehicles generally choose routes based on travel time, irrespective of road condition. The result being that particular routes will quickly deteriorate if they are not maintained to a high standard – at significant cost to the affected Local Government. As an initial base it is therefore proposed that Condition and Utilisation categories collectively each receive equal weightings of 50%. This initial system is illustrated below:

Category	Suggested Category Weighting	Data Sets	Individual Weighting
Condition	50%	KSI Rate Seal Width Road Condition	To be developed (sum to 50%)
Utilisation	50%	ADT ESA	To be developed (sum to 50%)

It is noted that a higher weighting has been applied to ESA counts as this is reflective of the number of freight vehicles. Freight vehicles account for the majority of road costs and potential benefits through reduced VOC and repairs/reconstruction costs, these costs are generally proportional to total ESA numbers.

Under this system a highly utilised route in moderate condition may be prioritised over a route that is in poor condition but is seldom used. In refining and finalising the MCA weightings, agreement will need to be reached on what weightings approach will achieve the best value-for-money considering the root causes of costs and the expected future utilisation of each route.

The criteria will be weighted according to relevance to the overall investment decision and these totals to produce the upgrade priorities for each route. The route prioritisation will be produced and presented using a high-level four stage project implementation schedule.

Project Funding

Funding will be considered for the highest priority projects and will proceed provided the relevant Local Governments commit to providing the necessary match funding (one third of the States 20%).

Some routes will have more challenges than others (environmental, land, heritage, utilities etc.) but this does not change the prioritisation. It may, however, impact on the year of delivery as more time may be required to get to delivery stage. In this case appropriate development funding will be provided to these high priority projects.

Once a route is funded a route specific project plan will be developed in accordance with the project management plan and each Local Government involved in development and delivery will sign up to a detailed scope of what is to be delivered and an associated agreed fixed budget will be allocated.

Additional Pavement Condition Data

It is proposed that TSD or FWD data is used to determine pavement condition. These data sets can be obtained through undertaking tests on all 80 of the identified routes. This data provides an indication of the nature and status of the existing road pavement including an indication of the relative residual life of the pavement in terms of equivalent standard axles (ESAs). The life of a pavement is always measured in ESAs and it is possible to determine the relative residual life of a pavement in terms of ESAs. When combined with ADT predictions a residual pavement life in terms of years can be ascertained. These surveys can be commissioned by the project through existing Main Roads contracts and data provided to Shires for all 80 routes.

Condition	TSD Pavement Condition	The collection of Traffic Speed Deflectometer data provides information on the pavement condition and remaining residual life of a road and is therefore reflective of future maintenance and/or reconstruction costs.
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Undertaking the TSD investigation and analysing the data is likely to take between 6-9 months and would unlikely be available until after April 2020.

This will be used to:

- To refine and update Prioritisation List for Priority 2-5 projects and subsequent Staging Plans.
- Provide further clarity on Priority 1 projects if require.



WSFN

**WHEATBELT SECONDARY
FREIGHT NETWORK**

PROGRAM DELIVERY PLAN

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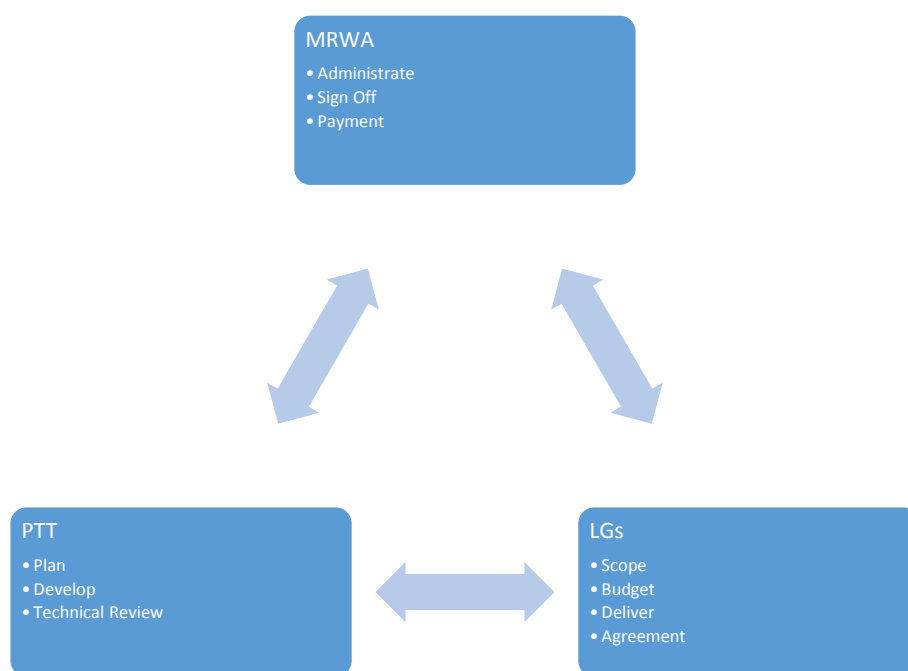
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1 Program Delivery

The program delivery structure aims to utilise existing resources across the LGs of the Wheatbelt RRG with input from other key program Working Group member organisation representatives. It also outlines the engagement of a Lead Consultant to undertake project management of the external technical consultancy components of the project.

The WSFN has a strong project management and governance experience, which has been working on this project since 2017. The program has thus far been coordinated by the Working Group, with Garrick Yandle, CEO Shire of Kulin, (previously Executive Manager of Infrastructure with the Shire of Dandaragan) undertaking the role of Program Manager. The Working Group has been in close consultation with all member organisations, key stakeholders, as well as the design consultant and various state government regulatory authorities and potential funding bodies.

As part of the on-going delivery of the program the Working Group consists of the following:



1.1 MRWA

Funding is to be channelled through Main Roads WA to each LG undertaking works. Main Roads will therefore process payments that are demonstrated to be in line with the agreed program management procedures.

- MRWA WR Manager to sign off on individual LGA Projects.
- MRWA to administer funds through the RRG Local Government Interface Manager (LGIM).
- MRWA WR Manager to ensures the various plans are being implemented

- Acquittal and review process for Certificates of Completion and Progress Payments is proposed to be.
 - Progress Payment Certificate - First 40% (once project is approved).
 - Progress Payment Certificate - First 40% (once project is commenced).
 - Completion Certificate - Final 20% (once project is completed).

1.2 Program Technical Team

The PTT would be a technical working group consisting of the WSNF Program Technical Director and Project Manager as well as a Technical Advisor from each RRG.

The PTT will also have the ability to co-op specific technical resources as and when is required.

The role of the PTT will be to undertake a multi-organisational approach to deliver all the components of the program. Key responsibilities will entail.

- Engage consultants as required to deliver the program outcomes.
- Prioritise the 80 routes in accordance with the agreed Multi Criteria Assessment.
- Prepare work programs for future years.
- Prepare annual reports of achievements in the previous year.
- Prepare scope for future works to ensure consistency along identified routes.
- Allocate budgets against agreed scopes with individual Shires.
- Report on decisions made and program progress to Steering Committee and Working Group.

1.2.1 Program Technical Director

It is proposed that this role is undertaken by a representative of a Local Government within the Wheatbelt Regional Road Groups. Their roles and responsibilities will entail:

- Technical Member of the Steering Committee.
- Chairperson and coordination of PTT.
- Review of Project Brief and Budget as prepared by the Project Manager and present to Steering Committee.
- Oversee Project Manager in conjunction with employing LG.

The Steering Committee will make a recommendation to the RRGs to approve the appointment of Program Technical Director for an initial period of 3 years commencing October 2019, and every 2 years thereafter, outside of an election cycle.

1.2.2 Project Manager

The Project Manager will form part of the Program Technical Team and will be an integral key to successful program delivery. The complexity and scale of this program is significant and well beyond the technical and financial capabilities of the Wheatbelt Local Government staff on an individual basis. Engaging an external Project Manager with the skills and expertise required to work with the PTT, relevant LG officers as well as technical consultants will ensure a cohesive and collaborative environment is established for optimum outputs.

The Project Manager will direct the work of the external technical consultants and will be the main contact for communication between the PTT and external consultants.

Key roles of the Project Manager will be to undertake streamlined planning and coordination of activities associated with finalising the assessment, prioritisation and delivery of Stage 1 priority projects with relevant LGs. The activities include:

- Refine design criteria and develop preliminary standards and designs
- Consolidate existing data to gain an understanding of road user requirements, the physical site, and environmental context and constraints
- Undertake a study of quantified issues and opportunities, for input into route prioritisation.
- Collation and review of existing road condition and traffic data and program scopes.
- Identify priority projects and the proposed scope and timing for staged implementation of planned network
- Refine a route prioritisation MCA tool and conduct analysis of selected routes.
- Develop a route staging plan.
- Collection of additional, more detailed road condition and traffic data and project scope refinement.
- Site visits including cursory visual inspections would be undertaken to support desktop activities and to inform gap assessment.
- Development of detailed investigation and survey of Stage 1 priority projects. Supporting investigations that may be required which would include feature survey, environmental surveys, traffic surveys, utility services investigations (such as potholing), geotechnical and hydrological investigation.
- Development of “approved” and funded shovel ready projects
- Allocation for specific design or engineering investigations for immediate priority works (environmental, geotechnical, survey, detailed design).

The Shire of Koorda will be the auspice of the funding of the Project Manager for a nominal period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

1.3 LGs

Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

- Individual Shires will provide the following to the Steering Committee for approval before any funding will be released
 - Scope
 - Budget
 - Methodology
 - Delivery
- WSNF 5 Year Plan incorporated in their LTFP.
- Individual Shires incorporate Project Budgets into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

2 Project Administration

As the WSFN Program and each individual LG project will be funded from three funding sources (Federal, State and Local Governments) it is important to clarify specific aspects with regards to the funding administration and delivery processes.

The Steering Committee put in separate funding submissions for a range of funding sources for both Management (administration, planning and design) Stage, as well as Capital Works Stage of the program. The program has been successful in obtaining funding from the following sources, as well as the required co-contribution from local governments:

Funding Source	Funding Amount	Stage
Regional Economic Development Grant	\$100K	Management
Local Government Co-contribution	\$252K 42 LGs x \$6K each	Management
Federal Government	\$70M	Capital Works
WA State Government	\$11.7M	Capital Works
Local Government	\$5.8M Individual LGs on project by project basis	Capital Works

2.1 Project Management Funding

The Project Manager is funded by the successful Regional Economic Development (RED) Grant through the WDC and acquitted by the Shire of Koorda. This specifically entails \$100K for a Project Manager to undertake project management.

The Project Manager will be initially contracted by the Shire of Koorda for a period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000.

Funding Source	Funding Amount
RED Grant	\$100,000
Local Government Co-contribution	\$252,000
In Kind Contribution (approximately)	\$100,000
Project Management Total	\$452,000

This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

Role	Annual Funds	Comments
Project Manager	Nominal \$100,000 per annum of wages, plus superannuation and vehicle allowance and potentially accommodation	\$300,000 across 3 years
Project Administration and Communications Officer	Nominal \$20,000 per annum of wages only	\$60,000 across 3 years

Given the delivery of Stage 1 is likely to go over 5 years, then additional funding will be required for the Project Manager position. It is proposed that this additional funding be sourced via LGs contributing towards the PM as part of the LGs individual project budgets. A nominal figure for each project will be determined via the Steering Committee. As an example, a figure of 0.5% of total program funding (\$87.5M) would contribute approximately \$430K towards funding the Project Manager position. For each \$1M project approximately \$5,000 would be required to funding the Project Manager position. Individual LGs would still need to fund their own design, project management and project delivery of their individual projects.

Additional costs of vehicle and housing also likely to be required for the project manager position over the course the 5 years of delivery. The additional funding from each project would also contribute towards these additional costs.

Total project manager costs over 5 years are likely to be around \$750,000.

It is envisaged that a LG will advertise and employ the Project Manager over a 3 year period to work on the project on a part time basis. LGs with a desire to fulfil this role will be invited to make a submission to the WSFN Steering Committee for consideration. As indicated this contract will initially be managed by the Shire of Koorda for a period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

2.2 Capital Works Funding Administration

2.2.1 Funding Breakdown

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities.

Stage 1 priority program prioritisation and on-ground works, up to a capital value of \$90M, will be completed through the provision of Federal Government ROSI funds (\$70 million) along with matching State Government funds (\$11.7M) and Local Government (\$5.8M) co-contributions. The envisaged timeframe for this is 3 – 5 years.

Funding Source	Funding Ratio	Funding Amount
Federal (ROSI)	80%	\$70M
State	13.3%	\$11.7M
LGA (Own Source)	6.7%	\$5.8M
Total	100%	\$87.5M

The Federal Government's role will:

- Provide framework and guidelines for funding WSNF program via ROSI.
- Note Agreement with 42 LGs of WR RRG regarding WSNF.
- Note 5 year Staging Plan.
- Approve annual project plan.
- Provide funding to LG via WA State Government.

2.2.2 Funding Acquittal

Main Roads WA (MRWA) will represent the State Government in financial arrangements with the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development and provide the link between the Federal Government and the WSNF. MRWA will review the processes undertaken by RRGs, WSNF and associated LGs and approve when satisfied that these process have been complied with.

Federal and State Government funding will be managed through Main Roads WA. Main Roads WA will fulfil the public financial administration role as it does with the Regional Road Groups.

- MRWA Wheatbelt Regional Manager to sign off on individual projects.
- MRWA Wheatbelt Regional Manager to ensure the various projects are delivered in accordance with the project plan
- MRWA to administer funds.
- Reporting implementation of the WSNF Program will be an additional funding stream within the Wheatbelt North and Wheatbelt South Regional Road Groups.
- Acquittal and review process for Certificates of Completion and Progress Payments is proposed to be.
 - Progress Payment Certificate - First 40% (once project is approved).
 - Progress Payment Certificate - First 40% (once project is commenced).
 - Completion Certificate - Final 20% (once project is completed).

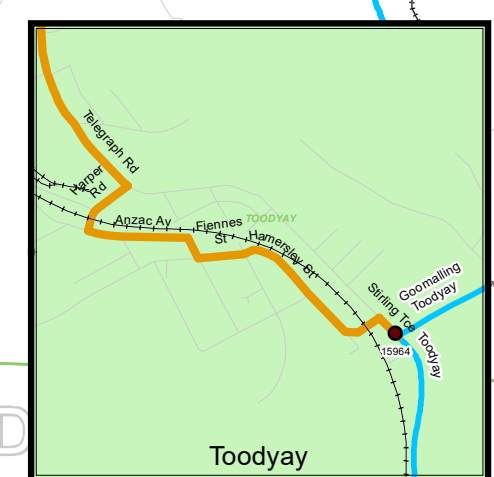
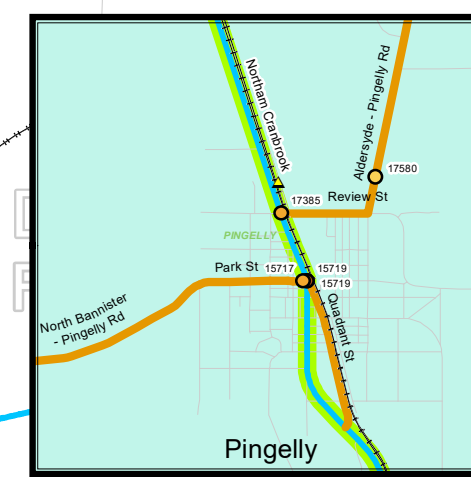
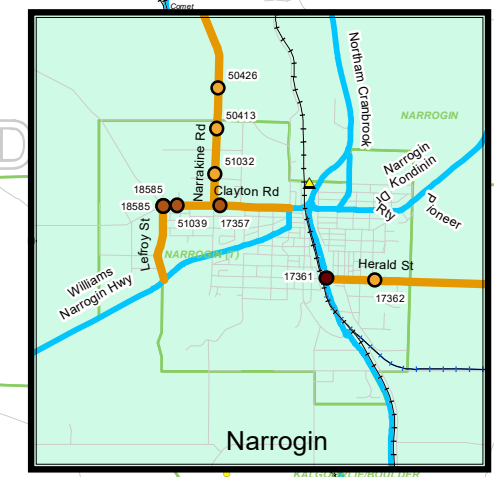
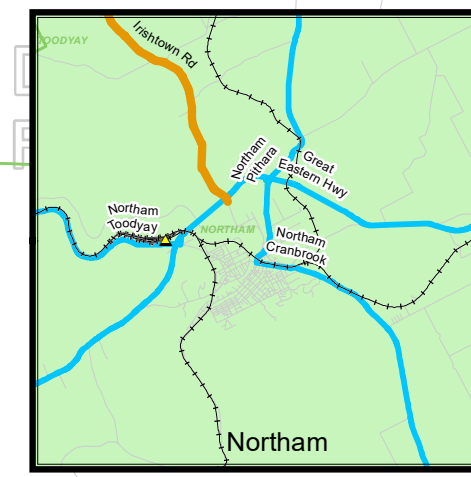
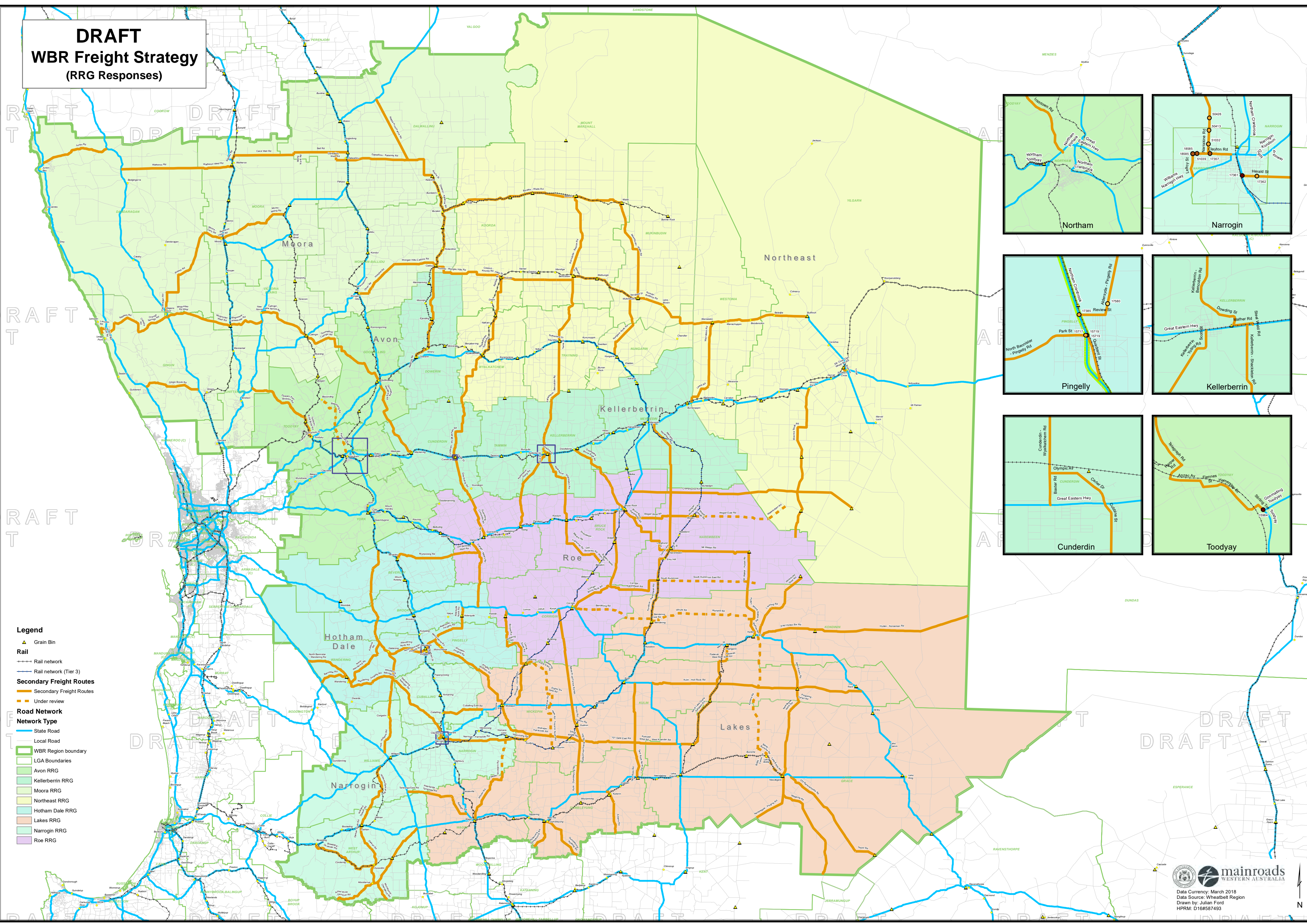
2.3 Project Delivery

The following provides an overview of the key components associated with planning, development, scoping, prioritisation and delivery of on-ground works. It outlines how the Working Group, Steering Committee, PTT and LGs will work together towards successful project delivery.

Stage	Details
1. Program Staging Plan	<ul style="list-style-type: none"> ▪ PTT will develop a staging plan for program delivery. ▪ Relevant LGs will be informed of their proposed project and indicative budget, scope and year of delivery. ▪ Identification of Funds required for a 4 year program set in advance by project priority lists. ▪ Funding to be limited according to individual LG ability to deliver works.
2. Project Scoping and Approval	<ul style="list-style-type: none"> ▪ Stage 1 priority projects will be determined via the MCA process. ▪ Projects will be scoped and a preliminary budget developed by the PTT in-conjunction with individual LGs.

	<ul style="list-style-type: none"> ▪ Projects prioritisation will be undertaken via an MCA process by the PTT with input from relevant consultants as required. ▪ PTT will make recommendations to the Steering Committee for endorsement. ▪ The Steering Committee will then forward endorsed recommendations through to the relevant WN or WS RRG.
<p>3. Detailed Scoping, Design and Budget Development</p>	<ul style="list-style-type: none"> ▪ LGs will develop detailed budgets and designs (if necessary) for nominated Stage 1 priority projects. ▪ LGs are to include projects in their annual budget for the proposed year. ▪ LGs to be responsible for all relevant approvals. ▪ PTT to work with LGs to verify budgets.
<p>4. Delivery</p>	<ul style="list-style-type: none"> ▪ LGs will be responsible for tendering, project management and delivery of each project in the proposed year. ▪ PTT to work with LGs to provide technical assistance and advice during delivery. ▪ Incorporate into annual capital works program. ▪ Works already funded from other sources are not eligible for funding under this program. ▪ Cannot use existing funding sources, other than own sources funds, as co-contribution (ie not RRG or Roads to Recovery or Blackspot or Commodity Route funding sources)

DRAFT WBR Freight Strategy (RRG Responses)



- Legend**
- ▲ Grain Bin
 - Rail**
 - Rail network
 - Rail network (Tier 3)
 - Secondary Freight Routes**
 - Secondary Freight Routes
 - Under review
 - Road Network**
 - Network Type**
 - State Road
 - Local Road
 - WBR Region boundary
 - LGA Boundaries
 - Avon RRG
 - Kellersberrin RRG
 - Moora RRG
 - Northeast RRG
 - Hotham Dale RRG
 - Lakes RRG
 - Narrogin RRG
 - Roe RRG