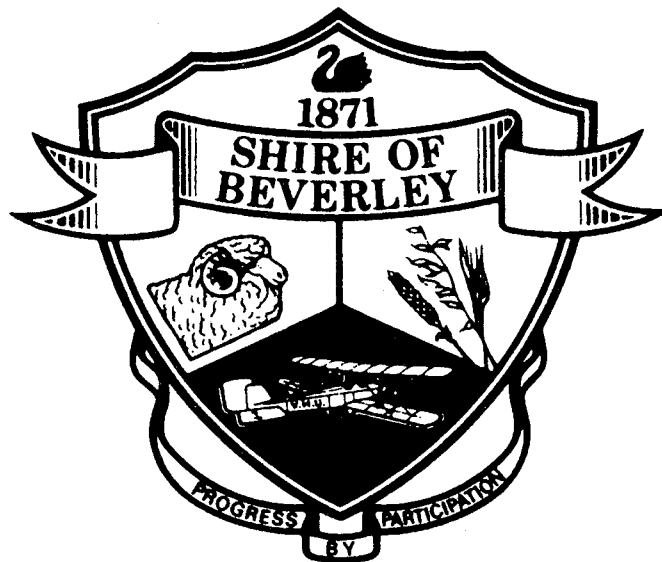


ORDINARY COUNCIL

MEETING

MINUTES



19 APRIL 2011

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19 APRIL 2011

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**MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS ON TUESDAY 19 APRIL 2011**

1. COMMENCEMENT

The President declared the meeting open at 10:00am.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Attendance

Cr DJ Ridgway	President	South Ward
Cr LC Shaw	Deputy President	West Ward
Cr BM Foster		West Ward
Cr CJ Pepper		West Ward
Cr JD Alexander		North Ward
Cr P Gogol		North Ward
Cr KM Murray		North Ward
Mr SP Gollan	Acting Chief Executive Officer	
Mrs SC Collins	Senior Administration Officer	

Apologies

Cr MG Roberts	South Ward
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Leave of Absence

Cr C Egberts	South Ward
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3. PUBLIC QUESTION TIME

Nil.

4. CONDOLENCES

MURRAY	Beryl	31 March 2011
BOYLE	Myrtle	13 April 2011

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

6. CONFIRMATION OF MINUTES AND BUSINESS ARISING

6.1 Minutes of the Ordinary Meeting of Council held in the Council Chambers on Tuesday 22 March 2011

COUNCIL RESOLUTION

M1/0411 Moved Cr Pepper **Seconded Cr Murray**
That the Minutes of the Ordinary Meeting of Council held in the Council Chambers on Tuesday 22 March 2011, as printed, be confirmed.

CARRIED 7-0

BUSINESS ARISING

Nil

6.2 Minutes of the Special Council Meeting held in the Council Chambers on Wednesday 30 March 2011

Appendix 1

COUNCIL RESOLUTION

M2/0411 Moved Cr Pepper **Seconded Cr Murray**
That the Minutes of the Special Council Meeting held in the Council Chambers on Wednesday 30 March 2011, as printed, be confirmed.

CARRIED 7-0

BUSINESS ARISING

Nil.

6.3 Minutes of the Audit and Administration Committee Meeting held in the Council Chambers on Wednesday 30 March 2011

Appendix 2

COUNCIL RESOLUTION

M3/0411 Moved Cr Pepper **Seconded Cr Murray**
That the Minutes of the Audit and Administration Committee Meeting held in the Council Chambers on Wednesday 30 March 2011, as printed, be received.

CARRIED 7-0

6. CONFIRMATION OF MINUTES AND BUSINESS ARISING

Item 6.3

**Minutes of the Audit and Administration Committee Meeting held in the Council Chambers on Wednesday 30 March 2011
(Continued)**

BUSINESS ARISING

6.3.1 FEES AND CHARGES 2011/2012

COUNCIL RESOLUTION

M4/0411 Moved Cr Pepper Seconded Cr Murray
That the Fees and Charges, as listed in the Minutes of the Audit and Administration Committee Meeting held on 30 March 2011, be adopted for the 2011/2012 financial year.
CARRIED 7-0

6.3.2 COUNCILLOR ATTENDANCE FEES AND ALLOWANCES

COUNCIL RESOLUTION

M5/0411 Moved Cr Pepper Seconded Cr Gogol
That the following Councillor Payments for 2011/2012 be adopted:-

Attendance Fees:	Councillors \$3,000.00 per annum
	President \$7,500.00 per annum
Member Travelling Allowance:	74.00 cents per kilometre
Presidential Allowance:	\$4,500.00
Deputy Presidential Allowance:	\$1,125.00
Telecommunication Allowance:	\$600.00 per Councillor per annum
Information Technology Allowance:	\$400.00 per Councillor per annum

CARRIED 7-0

7. PRESIDENT AND COUNCILLOR REPORTS

7.1 PRESIDENT'S REPORT

Central Country Zone Meeting 25th March 2011

Subsequent to a presentation from the Department of Regional Development and Lands at the Central Country Zone meeting, the Chief Executive Officer has instigated correspondence to ensure Beverley's 2010/2011 Royalties for Regions allocation is not at risk following delay in the Independent Living Units project hampering acquittal of the 2008/2009 distribution. The delay also means a Financial Assistance Agreement cannot yet be signed with the Department in relation to the 2010/2011 component. Both are required prior to 2010/2011 funds release.

Max Trenordan (MLC) made a presentation to the meeting of his Private Members Bill, The Local Government Amendment (Regional Subsidiaries) Bill 2010. This was unanimously supported by Delegates.

The draft Wheatbelt Regional Planning Strategy, now referred to as the Wheatbelt Regional Land Use Planning Strategy, is due to be released for public comment. Delegates were encouraged to scrutinize the content of the strategy to ensure it reflected desired outcomes for planning in the Wheatbelt.

Presentations in relation to progress of future health services to the region were encouraging, with no proposed hospital closures, albeit there may be alteration in the type of service being provided by some.

Amenities Building Roof Repair & Building Upgrade

With the commencement of the Winter sporting season the repair of this building is becoming quite urgent, however, after finally receiving the Structural Engineer's report, it has been identified the work required to rectify the problem is more than originally thought. Quotes are currently being obtained.

Following success from the Community Sporting and Recreation Facilities Fund (CSRFF) grant application toward the upgrade of facilities at the Oval, Council will need to make a funding commitment for the project to proceed.

7. PRESIDENT AND COUNCILLOR REPORTS
ITEM 7.1
PRESIDENT'S REPORT
(Continued)

Community Development Workshop

The Deputy Chief Executive Officer and I attended a Community Development Workshop in Gosnells on 23 March 2011, where there was representation from City, Regional and Rural Councils. The presenter spoke about social enterprise and empowering communities through capacity building. Interestingly, many of the larger Councils are facilitating community groups to be more enterprising and self supporting, rather than relying on handouts from the local governments.

Meals on Wheels Anniversary

At an informal meeting with the Health Services Manager, it was proposed to celebrate the 30th Anniversary of the Beverley Meals on Wheels programme and that the Shire and Beverley Health Services hold a function to recognize the many volunteers involved over the years.

Council's endorsement of an allocation to be included in the forthcoming budget will ensure planning can proceed for a function to be held in or around August 2011. I suggest an amount of \$1,500.00 and use of the Town Hall, if required.

COUNCIL RESOLUTION

M6/0411 Moved Cr Pepper **Seconded Cr Gogol**
That Council set aside an amount of up to \$1,500.00 in the 2011/2012 budget towards a function in recognition of the 30th Anniversary of the Meals on Wheels Service, the contributions made by volunteers and that Beverley Health Services be advised that permission is granted for them to use the Town Hall for this function, if required.

CARRIED 7-0

COUNCIL RESOLUTION

M7/0411 Moved Cr Murray **Seconded Cr Foster**
That the President's Report, be received.

CARRIED 7-0

7. **PRESIDENT AND COUNCILLOR REPORTS**
ITEM 7.2
COUNCILLOR REPORTS
(Continued)

Cr Ridgway

Avondale Farm Master Plan

Cr Ridgway provided an update on the Avondale Farm Master Plan and advised that it is intended to hold a public workshop in the near future.

Cr Shaw

Town Entry Statement Committee

Cr Shaw provided a progress report of the Town Entry Statement Committee.

COUNCIL RESOLUTION

M9/0411 **Moved Cr Pepper** **Seconded Cr Gogol**
That the Councillor Reports, be received.
CARRIED 7-0

At 10:45 Mr Peter Wright, Shire Planner, entered the Chambers and joined the meeting.

8. OFFICERS' REPORTS

8.1.1 TOWN PLANNING ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.1.1.1
REPORT DATE:	29 March 2011
SUBJECT:	DEVELOPMENT APPLICATION – OUTBUILDINGS – 53 (LOT 22) BUTCHERS ROAD, WESTDALE
APPLICANT:	G Hobbs
FILE REFERENCE:	BUT 51400
AUTHOR:	Shire Planner – Peter Wright

Appendix 3

BACKGROUND

An application has been received to construct two outbuildings at 53 (Lot 22) Butchers Road, West Dale. Each outbuilding is to be constructed of three sea containers with common roof.

The subject site is zoned Farming, approximately 11ha in area and has an existing single dwelling with ancillary outbuildings. Access is via Butchers Road.

The application is being referred to Council because the sea containers are second hand and therefore clad in second hand material.

COMMENT

The proposed outbuildings are to be used for secure storage and domestic water collection. Therefore the use of the outbuildings is compliant with the agricultural intent of the zone.

The outbuildings will generally be screened by existing vegetation and are located a substantial distance from the road. As such it is unlikely there will be any negative external impact. To ensure visual amenity is protected, should Council approve the application, it will be recommended the exterior cladding is painted in an appropriate colour as a condition of approval.

Conditions of approval will ensure there is minimal potential external impact and given the use of the outbuildings is consistent with the purpose of the zone, it will be recommended the application is granted.

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.1

DEVELOPMENT APPLICATION

- OUTBUILDINGS

- 53 (LOT 22) BUTCHERS ROAD, WESTDALE

(Continued)

STATUTORY ENVIRONMENT

The Shire of Beverley's Town Planning Scheme No. 2 requires Council's discretionary approval for buildings to be clad in second-hand material.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M10/0411

Moved Cr Pepper

Seconded Cr Murray

That Council grant Planning Approval for the construction of two outbuildings at 53 (Lot 22) Butchers Road, Westdale, subject to the following conditions and advice notes: -

Conditions: -

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. The outbuilding shall not be used for: -**
 - Commercial purposes, unless as a component of a rural pursuit;**
 - Human habitation; and**
 - Industrial purposes.**
- 4. The outbuilding shall have a minimum 4 metre firebreak on all sides.**

8.1.1 TOWN PLANNING ITEMS
ITEM 8.1.1.1
DEVELOPMENT APPLICATION
- OUTBUILDINGS
- 53 (LOT 22) BUTCHERS ROAD, WESTDALE
(Continued)

5. The applicant shall only remove those trees and/or clear native vegetation as required for the construction of the building and any associated access (see Advice Note 3).
6. The exterior of the sea containers is to be finished in an approved colour which is in harmony with the amenity of the area, prior to commencement of use and maintained thereafter, to the satisfaction of the Shire Planner.

Advice Notes: -

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised a building licence is required prior to commencement of any building works.
3. With regard to Condition 5, the applicant is advised approval may be required from the Department of Environment and Conservation prior to the removal of trees and/or clearing of vegetation.

CARRIED 7-0

8.1.1 TOWN PLANNING ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.1.1.2
REPORT DATE:	30 March 2011
SUBJECT:	DEVELOPMENT APPLICATION – TWO OUTBUILDINGS – 314 (LOC. 17593) JONES ROAD, WESTDALE
APPLICANT:	M Creasey
FILE REFERENCE:	JON 51242
AUTHOR:	Shire Planner – Peter Wright

Appendix 4

BACKGROUND

An application has been received to construct two outbuildings at 314 (Loc. 17593) Jones Road, Westdale. The application is for a 30m by 9m fertiliser shed and a 36m by 32m machinery/general purpose shed.

The subject site is zoned Farming, approximately 643ha in area, generally cleared and has an existing single dwelling with ancillary outbuildings. Access is via Jones Road.

The application is being referred to Council due to the size of the larger outbuilding requiring a variation to Council's Outbuilding Policy.

COMMENT

The larger outbuilding is proposed to be 1152m². Under Council's Outbuilding Policy the maximum area for an outbuilding in the Farming zone on a lot above 10ha is 400m².

The applicant has stated the larger proposed outbuilding is to be used for machinery and general purpose storage. As such it is considered the proposed use complies with the agricultural intent of the zone.

When determining the application Council should consider the impact of the size of the outbuildings on the character and amenity of the area. Given that the location of the proposed outbuildings is a substantial distance from roads and neighbouring properties, it is considered any negative external impacts will be mitigated.

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.2

DEVELOPMENT APPLICATION

- TWO OUTBUILDINGS

- 314 (LOC. 17593) JONES ROAD, WESTDALE

(Continued)

The application to construct two outbuildings at 314 (Loc. 17593) Jones Road, Westdale is supported due to: -

- The proposed use complies with the intent of the zone; and
- There are no identified negative external impacts.

Therefore it will be recommended the application be approved.

STATUTORY ENVIRONMENT

The application complies with the Shire of Beverley's Town Planning Scheme No. 2. However a variation to Council's Outbuilding Policy, as discussed above, is required.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M11/0411

Moved Cr Pepper

Seconded Cr Shaw

That Council grant Planning Approval for the construction of two outbuildings at 314 (Location 17593) Jones Road, Westdale, subject to the following conditions and advice notes: -

Conditions: -

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

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.2

DEVELOPMENT APPLICATION

- TWO OUTBUILDINGS

- 314 (LOC. 17593) JONES ROAD, WESTDALE

(Continued)

3. The outbuilding shall not be used for: -

- **Commercial purposes, unless as a component of a rural pursuit;**
- **Human habitation; and**
- **Industrial purposes.**

4. The outbuilding shall have a minimum 4 metre firebreak on all sides.

Advice Notes: -

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

CARRIED 7-0

8.1.1 TOWN PLANNING ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.1.1.3
REPORT DATE:	13 April 2011
SUBJECT:	DEVELOPMENT APPLICATION – TWO OUTBUILDINGS – LOT 29285 CHIPPER STREET, BEVERLEY
APPLICANT:	Beverley Motorcycle Club
FILE REFERENCE:	CHI 28149
AUTHOR:	Shire Planner – Peter Wright

Appendix 5

BACKGROUND

An application has been received to construct two outbuildings at Lot 29285 Chipper Street, Beverley. The application is being referred to Council due to the lot not having frontage to a constructed road, therefore there is no delegated authority.

The subject site is zoned Farming, approximately 89ha in area and has existing outbuildings and infrastructure associated with motorcycle activity. Access is via a track from Nicholas Street.

COMMENT

The proposal is an extension of an existing land use and relatively minor in nature. Approval of the application will enhance the facilities for a community based sporting group. Given that the location is remote from any sensitive land uses it is unlikely there will be any negative external impacts. Therefore it will be recommended the application is approved.

STATUTORY ENVIRONMENT

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

- 8.1.1 TOWN PLANNING ITEMS**
ITEM 8.1.1.3
DEVELOPMENT APPLICATION
- TWO OUTBUILDINGS
- LOT 29285 CHIPPER SREET, BEVERLEY
(Continued)

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

- M12/0411 Moved Cr Pepper** **Seconded Cr Foster**
That Council grant Planning Approval for the construction of two
outbuildings at Lot 29285 Chipper Street, Beverley, subject to the
following conditions and advice notes: -

Conditions: -

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. The outbuilding shall not be used for human habitation, commercial or industrial purposes.**
- 4. The outbuilding shall have a minimum 4 metre firebreak on all sides.**
- 5. The applicant shall only remove those trees and/or clear native vegetation as required for the construction of the building and any associated access (see Advice Note 3).**

Advice Notes: -

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

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.3

DEVELOPMENT APPLICATION

- **TWO OUTBUILDINGS**

- **LOT 29285 CHIPPER SREET, BEVERLEY**

(Continued)

3. **With regard to Condition 5, the applicant is advised approval may be required from the Department of Environment and Conservation prior to the removal of trees and/or clearing of vegetation.**

CARRIED 6-1

8.1.1 TOWN PLANNING ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.1.1.4
REPORT DATE:	8 April 2011
SUBJECT:	DEVELOPMENT APPLICATION – SCOUT EVENT – RESERVE 5265, GREAT SOUTHERN HIGHWAY, BEVERLEY
APPLICANTS:	J Hare – Scout Association of Australia
FILE REFERENCE:	GRE2 5265
AUTHOR:	Shire Planner – Peter Wright

Appendix 6

BACKGROUND

An application has been received for the Scout Association to conduct a motor sport event at Reserve 5265 Great Southern Highway, Beverley. It is proposed the event will occur on the weekend of 6 – 8 May 2011. Members of the Scout organisation will be conducting a motor sport event on the Beverley Off Road Motor Sport Association (BORMSA) test track.

An event conducted by the Scout Association occurred on the site in May 2010. A search of Shire records indicates that no complaints were received regarding the activities on the site.

The subject site is zoned Farming, approximately 243ha in area and has an existing series of unsealed racetracks. Access is via an ungazetted track from Nicholas Street.

COMMENT

It is unlikely that there will be any negative external impact on amenity. The proposed activity is consistent with the historical use of the site as well as being located a substantial distance from any sensitive land uses.

There is a possibility that motor sport activity at night could disturb noise amenity in the Beverley townsite, although no activity at night is proposed. To ensure amenity is not disturbed, should Council approve the application, it will be recommended the hours of motor sport activity are limited as a condition of approval.

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.4

DEVELOPMENT APPLICATION

- SCOUT EVENT

- RESERVE 5265, GREAT SOUTHERN HIGHWAY, BEVERLEY

(Continued)

The main concerns relate to fire management, first aid and in consideration of the proposed camping on the site, leaving the site clean and tidy. The applicant has addressed these concerns in the application. It is considered such concerns may be further addressed through conditions of approval.

Although there will be only minor direct economic benefit to Beverley, this type of event is anticipated to substantially raise the profile of Beverley in a positive manner. Therefore in a triple bottom line analysis it may be considered there is positive economic and social benefit and no detrimental environmental impact.

The application to conduct a motor sport event at Reserve 5265 Great Southern Highway, Beverley is supported due to the following: -

- There is a small economic benefit to Beverley;
- There is a social benefit to Beverley through the raising of Beverley's profile in the wider community;
- It is unlikely there will be any negative external impacts: and
- Recommended conditions of approval are anticipated to address any matters of concern.

Therefore it will be recommended the application be approved.

STATUTORY ENVIRONMENT

The application is consistent with the current use of the site and complies with the Shire of Beverley's Town Planning Scheme No. 2.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M13/0411

Moved Cr Foster

Seconded Cr Murray

That Council resolve to grant planning approval to conduct a motor sport event, at Reserve 5265 Great Southern Highway, Beverley, subject to the following conditions and advice notes: -

8.1.1 TOWN PLANNING ITEMS
ITEM 8.1.1.4
DEVELOPMENT APPLICATION
- SCOUT EVENT
- RESERVE 5265, GREAT SOUTHERN HIGHWAY, BEVERLEY
(Continued)

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. This approval is for activities occurring on 6 to 8 May 2011.**
- 3. No motor sport activity shall only occur between the hours of 6:00pm and 8:00am (see Advice Note 2).**
- 4. As the Water Corporation reticulated sewer is not available, acceptable ablution facilities are to be provided for the entire period of this approval, to the satisfaction of the Shire's Environmental Health Officer.**
- 5. At all times during which the approved activity is occurring, fire extinguishers shall be available in approved locations.**
- 6. The approved Fire Management Plan is to be complied with at all times, for the entire period of this approval.**
- 7. The approved Traffic Management Plan is to be complied with at all times, for the entire period of this approval.**
- 8. At all times during which the approved activity is occurring, staff qualified in first aid is to be available on-site.**
- 9. At the completion of the event the site shall be made clean and tidy, to the satisfaction of the local government.**

Advice Notes: -

- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 2. With regard to Condition 3, the applicant is advised the arrival and departure of vehicles at the site is not restricted.**

CARRIED 7-0

8.1.1 TOWN PLANNING ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.1.1.5
REPORT DATE:	1 April 2011
SUBJECT:	SUBDIVISION APPLICATION – TWO LOT SUBDIVISION – LOT 91 WATERHATCH ROAD, BEVERLEY
APPLICANT:	A J Marsh
FILE REFERENCE:	PL143964
AUTHOR:	Shire Planner – Peter Wright

Appendix 7

BACKGROUND

An application has been received for a two lot subdivision at Lot 91 Waterhatch Road, Beverley. It is proposed to create a Homestead lot of 7.49ha, with a balance lot of approximately 16.3ha. All water sources are proposed to be retained on the Homestead lot.

The subject site is zoned Farming, approximately 24ha in area, generally cleared and has an existing single dwelling with ancillary outbuilding. Access is via Waterhatch Road.

COMMENT

TPS 2

The Shire of Beverley's Town Planning Scheme No. 2 (TPS 2) does not support this subdivision proposal.

Under TPS 2 there are no provisions allowing the creation of Homestead lots. As such Council cannot support subdivision for this purpose.

In relation to subdivision, TPS 2 states that proposals that are inconsistent with the continued use of the land for productive agricultural purposes will not be supported. Where subdivision is supported the minimum lot size is 40ha unless it can be demonstrated the agricultural use of the land will not be adversely affected, in which case the minimum lot size is 20ha. No supporting documentation has been supplied demonstrating that agricultural activity will not be adversely affected and both proposed lots are under the 40ha and 20ha minimums. It should be noted that the balance lot has no provision for water, therefore the lot could not be used for an intensive form of agriculture.

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.5

SUBDIVISION APPLICATION

- **TWO LOT SUBDIVISION**
 - **LOT 91 WATERHATCH ROAD, BEVERLEY**
- (Continued)**

Given the size of the lots and lack of supporting documentation, it appears the intention of the subdivision is to create rural residential lots. Unplanned intensification of residential development in the area is likely to have a negative impact on the character and amenity of the area. Such a land use would be incompatible with the Planning intent of the zone and would result in ad-hoc fragmentation of agricultural land. There are no other lots in the area similar in size the proposed lots. As a consequence of the above if approved the proposal is likely to set an undesirable precedent for the area.

Development Control Policy 3.4 (DC 3.4)

The applicant has stated the proposal is to create a Homestead lot in compliance with the WAPC policy DC 3.4 This policy controls the subdivision of rural land. The policy is currently under review and a new draft policy has been released.

Under the current DC 3.4 when creating a Homestead lot the applicant is required in part to demonstrate that: -

- The population is declining or relatively static; and
- There is an adequate water supply for domestic, land management and fire management purposes.

No evidence has been supplied to demonstrate the population in the area is declining or static and as previously discussed the remnant lot has no water supply. As a result the application does not comply with the current state controls.

In addition to the current provisions the draft DC 3.4 has the following additional provision: -

- The balance lot is suitable for the continuation of the rural land use and greater than 100ha, unless otherwise provided for in an endorsed local planning strategy.

The Shire of Beverley's District Rural Strategy does not endorse 16 ha balance lots in the Farming zone and the proposed 16ha is less than the required 100ha. The proposal could not be approved under proposed State planning controls.

8.1.1 TOWN PLANNING ITEMS
ITEM 8.1.1.5
SUBDIVISION APPLICATION
- TWO LOT SUBDIVISION
- LOT 91 WATERHATCH ROAD, BEVERLEY
(Continued)

Conclusion

The proposal cannot be approved under TPS 2 and is inconsistent with the planning framework for the area. State planning controls also do not support the application. Approval for subdividing Lot 91 Waterhatch Road would result in unplanned, ad-hoc fragmentation of rural land and set an undesirable precedent. As a result the proposal is inconsistent with the orderly and proper planning for the locality. Therefore it will be recommended the application is recommended for refusal.

STATUTORY ENVIRONMENT

The application does not comply with the provisions of the Shire of Beverley's Town Planning Scheme No. 2.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M14/0411 Moved Cr Shaw **Seconded Cr Gogol**
That Council resolve to recommend refusal of the application for a two lot subdivision at Lot 91 Waterhatch Road, Beverley for the following reasons: -

- 1. The application has failed to demonstrate the land will continue to be used for viable agricultural production.**
- 2. Individual lots are not agriculturally viable.**
- 3. Intensification of residential development is inappropriate in the Farming zone.**
- 4. The proposed lot sizes are below the recommended minimum lot size of 40 hectares.**
- 5. Approval of the application will set an undesirable precedent.**
- 6. The proposed lot sizes are not consistent with the prevailing lot size for the area.**

8.1.1

TOWN PLANNING ITEMS

ITEM 8.1.1.5

SUBDIVISION APPLICATION

- **TWO LOT SUBDIVISION**
- **LOT 91 WATERHATCH ROAD, BEVERLEY**

(Continued)

7. **There is no provision for water on the balance lot.**
8. **The application does not comply with the planning intent for the zone or area.**
9. **The application will result in ad-hoc fragmentation of rural land.**
10. **The cumulative effect of the proposed development will adversely affect the character and amenity of the area.**
11. **The application is inconsistent with orderly and proper planning for the area.**

CARRIED 7-0

8.2.2 INFORMATION BULLETIN REPORT – HEALTH & BUILDING SERVICES
ITEM 8.2.2.3 BUILDING LICENSES ISSUED
(Continued)

Lic No: 48 10 / 11
No: 13 Prior St.
Beverley
Building: Shed
Value: \$14,000

Lic No: 49 10 / 11
No: 122 Forrest St.
Beverley
Building: Carport
Value: \$6,000

Lic No: 50 10 / 11
No: 53 Butchers Rd.
Beverley
Building: Shed
Value: \$150,700

COUNCIL RESOLUTION

M16/0411 Moved Cr Foster **Seconded Cr Pepper**
That the Health & Building Services Information Bulletin Report, be received.

CARRIED 6-0

At 1:35pm Cr Gogol rejoined the meeting.

8.3.1 PLANT, WORKS, RECREATION AND TOURISM ITEMS

Nil.

8.3.2 INFORMATION BULLETIN REPORT – WORKS SUPERVISOR

8.3.2.1 GENERAL – PLANT AND WORKS

8.3.2.1.1 Oval, Parks and Gardens

The recent horse event held on the Oval had little impact on the turf. There are a few areas that will require sand in to replace divots. The horses were kept off the known problem areas.

The Oval has been scheduled to be verti drained before football starts.

Various areas around town have had new mulch laid. Woodchips from the mulched trees were used.

**8.3.2 INFORMATION BULLETIN REPORT – WORKS SUPERVISOR
ITEM 8.3.2.1
GENERAL – PLANT AND WORKS
(Continued)**

8.3.2.1.2 Footpaths

On Bartram Street a section of kerbing has been replaced and the footpath back filled with gravel.

A new footpath has been laid to the Telecentre from Vincent Street.

Two panels of the concrete path in front of the OP Shop were also replaced.

8.3.2.1.3 Road Maintenance

Bitumen patching has been carried out on various roads.

The traffic island on Vincent Street, near Bartram Street, has been painted. The edges along the pedestrian ramps have also been painted white.

Approximately 30 new rural road numbers have been installed throughout the Shire.

8.3.2.1.4 Avondale

Ants have been sprayed around the buildings and yards.

8.3.2.1.5 Removal of fallen trees from the storm

Contractors are currently working on both Mawson and Kokeby East Roads, removing and mulching the fallen trees from the storm.

8.3.2.1.6 Plant Report

The Works Supervisor had provided a Plant Report under separate cover.

**8.3.2 INFORMATION BULLETIN REPORT – WORKS SUPERVISOR
(Continued)**

8.3.2.2 CONSTRUCTION

8.3.2.2.1 York Williams Road

Vision has been improved at Bridge 3197 near Chosen Farm. The fallen timber has been removed and the bank cut down. This has allowed vehicles travelling from the north a far greater sight distance of the bridge.

A large culvert of Ø 1200 X 2 barrels, at SLK 7.60 has been widened by 2.4 metres and a new headwall installed.

8.3.2.2.2 Hamersley Street

Gravel sheeting has been completed and culverts widened in preparation for next year's proposed bitumen.

8.3.2.2.3 Vincent Street

Preparation is underway of the shoulders and drainage, ready for next year's reconstruction of 2 kilometres from Brooking Street.

We are still waiting on contractors to stabilise the repairs on Talbot West Road

COUNCIL RESOLUTION

M17/0411 Moved Cr Foster **Seconded Cr Alexander**
That the Works Supervisor's Information Bulletin Report, be received.

CARRIED 7-0

8.4.1 FINANCE ITEMS

SUBMISSION TO: April Council Meeting 19 April 2011
AGENDA ITEM: 8.4.1.3
REPORT DATE: 12 April 2011
SUBJECT: INVESTMENT OF SURPLUS FUNDS
FILE REFERENCE: FM 008
AUTHOR: Deputy Chief Executive Officer – Stephen Gollan

BACKGROUND

Council has at present surplus funds that have been invested in line with Council's policy.

COMMENT

Listed below are surplus funds that have been invested during the month of March 2011 with the ANZ Bank.

RESERVE	INVESTMENT	TOTAL	ACCT #	TERM	RATE	EXPIRY
Building	\$ 926,862.00	\$ 926,862.00	9899-36483	4 Months	5.90%	06/05/11
Plant	\$ 302,052.00	\$ 302,052.00	9899-36301	2 Months	5.50%	06/06/11
Annual Leave	\$ 120,619.00					
Recreation Ground	\$ 283,252.00	\$ 403,871.00	9899-36459	4 Months	5.90%	06/05/11
Office Equipment	\$ 24,296.00					
Bush Fire Fighters	\$ 93,314.00					
Avon River Development	\$ 18,737.00					
Community Bus	\$ 24,775.00					
Cropping Committee	\$ 155,452.00					
Road Construction	\$ 203,148.00	\$ 519,722.00	9899-36504	4 Months	5.90%	06/05/11
	\$2,152,507.00	\$2,152,507.00				
Municipal Fund	\$ 700,000.00	\$ 700,000.00	9963-05751	6 Months	6.20%	22/04/11
	\$ 700,000.00	\$ 700,000.00				

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M20/0411 Moved Cr Pepper **Seconded Cr Murray**
 That the Investment Report for the month of March 2011, be received.

CARRIED 7-0

8.5.1 ADMINISTRATION ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.5.1.1
REPORT DATE:	13April 2011
SUBJECT:	NO. 3 STATE BARRIER FENCE
FILE REFERENCE:	EM 003
AUTHOR:	Chief Executive Officer – Keith Byers

Appendix 9

BACKGROUND

Member Councils of the Northern Country Zone of Western Australian Local Government Association (WALGA) have for many years supported the maintenance and upgrading of the No. 3 State Barrier Fence.

The fence currently helps to protect the majority of farm land in Western Australia from extreme damage by emus and kangaroos migrating from the pastoral regions. Unfortunately the fence is in poor condition requiring an estimated \$460,000.00 to upgrade it to an acceptable standard.

COMMENT

The Northern Country Zone has requested that rural Councils throughout WA contribute \$3,000.00 towards the project, which might come from the Regional component of the Royalties for Regions Fund or from either it's 2010/11 or 2011/12 budget.

OFFICER'S RECOMMENDATION

For Council's consideration.

COUNCIL RESOLUTION

RESOLVED that that no action be taken.

Councillors Shaw and Pepper declared an impartiality interest in the following item 8.5.1.2. The reason being that they are Members of the Beverley Bowling Club.

8.5.1 ADMINISTRATION ITEMS

SUBMISSION TO:	April Council Meeting 19 April 2011
AGENDA ITEM:	8.5.1.2
REPORT DATE:	13 April 2011
SUBJECT:	SELF SUPPORTING LOAN – BEVERLEY BOWLING CLUB
FILE REFERENCE:	FM 012
AUTHOR:	Chief Executive Officer – Keith Byers

Appendix 10

BACKGROUND

In September 2006 Council raised, on behalf of the Beverley Bowling Club, a self supporting loan of \$180,000.00 for the purpose of installing synthetic greens.

The Club has an agreement whereby annual repayments of \$9,377.45 are paid to Council in June and December each year for a period of fifteen years.

COMMENT

The Bowling Club has been diligently making the repayments on the due date, however, the synthetic greens have failed and the Club is seeking remedial action from the installers. Unfortunately the company which installed the greens has not accepted responsibility, forcing the Club to take action through the Court system.

As Council would be aware the cost of litigation is extremely expensive, which has had significant impact upon the Bowling Club's liquidity, and as such a request has been made for Council to give favourable consideration to deferring the June and December 2011 loan repayments.

The implications for Council's 2010/2011 budget, is that it will not receive \$9,377.45, should Council agree to the Club's request.

The Committee of the Bowling Club is of the opinion that they have a very good case to present in Court and should receive full restoration from the installer of the greens.

8.5.1 ADMINISTRATION ITEMS
ITEM 8.5.1.2
SELF SUPPORTING LOAN
- BEVERLEY BOWLING CLUB

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

M21/0411 Moved Cr Foster **Seconded Cr Alexander**
That Council extend the final date for the repayment of the
Beverley Bowling Club's self supporting loan, by deferring the
biannual instalments of \$9,377.45 in June and December 2011.
CARRIED 7-0

COUNCIL RESOLUTION

M22/0411 Moved Cr Alexander **Seconded Cr Foster**
That the Beverley Bowling Club be requested to provide Council
with quarterly updates in regard to the situation with the greens
and staff prepare a report on Council's responsibility and interest
in this matter.
CARRIED 7-0

8.5.2 INFORMATION BULLETIN REPORT – CHIEF EXECUTIVE OFFICER

The Chief Executive Officer had provided an Information Bulletin Report under separate cover.

BEVERLEY AMENITIES BUILDING – USE BY BEVERLEY FOOTBALL CLUB

Councillors Shaw and Murray declared an impartiality interest in the above matter. The reason being that they are Patrons of the Beverley Football Club.

Correspondence has been received from the Beverley Football Club, seeking assistance from Council due to the facilities they use at the recreation grounds being storm damaged.

COUNCIL RESOLUTION

M23/0411 Moved Cr Foster **Seconded Cr Pepper**
That Council advise the Beverley Football Club that it has resolved to hire the marquee free of charge on match days and that Council will reduce their hire fee by \$1,000.00.

CARRIED 7-0

BEVERLEY SOARING SOCIETY – LEASE AGREEMENT

At Council's March meeting a Committee comprising Crs Ridgway, Shaw, Gogol, Murray and Pepper were requested to make recommendations relating to a new lease for the Beverley Soaring Society, to replace the existing agreement which expires on 30 June 2011, and suggestions for inclusion in the new lease have been provided to Councillors under separate cover.

Since the committee meeting the Chief Executive Office has visited the Airfield site and noticed that the private hangers and glider trailers appear to be located outside the contemplated 4.7541 hectares to be leased. The CEO has suggested that Council meet with the Soaring Society to find a solution to this perceived problem.

RESOLVED that Councillors Ridgway, Shaw, Pepper, Murray, Gogol and Alexander meet with the Beverley Soaring Society to discuss the use of the leased facility at the Airstrip.

**8.5.2 INFORMATION BULLETIN REPORT – CHIEF EXECUTIVE OFFICER
(Continued)**

**WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION
(WALGA) - AGM**

The Acting Chief Executive Officer advised that Council had received correspondence from WALGA advising that the WALGA Annual General Meeting 2011 will be held at the Perth Convention Exhibition Centre on Saturday 6 August 2011, as part of the Local Government Convention, and that the closing date for submissions of motions is Monday 13 June 2011, and that any alterations or amendments to the Association's Constitution must be received by Monday 6 June 2011.

LOCAL GOVERNMENT EMERGENCY MANAGEMENT TRAINING

The Acting Chief Executive Officer advised Councillors that there will be a Local Government Emergency Management training session in York on 26 May 2011.

COUNCIL RESOLUTION

M25/0411 Moved Cr Foster **Seconded Cr Gogol**
That the Chief Executive Officer's Information Bulletin Report, be received.
CARRIED 7-0

**9. INFORMATION BULLETIN – PARTS ONE AND TWO
– GENERAL SECTIONS**

The April Information Bulletin was provided under separate cover.

COUNCIL RESOLUTION

M26/0411 Moved Cr Foster **Seconded Cr Gogol**
That the April Information Bulletin, be received.
CARRIED 7-0

10. TABLED CORRESPONDENCE

- WALGA
 - State Council Summary Minutes – April 2011
- SOUTH WEST ABORIGINAL LAND & SEA COUNCIL
 - Publication – Connection to Country & Poster

11. OTHER BUSINESS

11.1 BEVERLEY EVENTS COMMITTEE – COUNCIL REPRESENTATIVE

Council discussed the formation of an Events Committee.

Cr Ridgway called for nominations from Councillors to be Council's representative on the Beverley Events Committee.

Cr Ridgway was declared Council's Representative on the Beverley Events Committee.

11.2 ROYALTIES FOR REGIONS FUNDING

COUNCIL RESOLUTION

M27/0411 Moved Cr Shaw **Seconded Cr Gogol**
That Council allocate the Country Local Government Funding Allocations for 2010/2011 and 2011/2012 towards the redevelopment of the Amenities Building at the Beverley Recreation Grounds.

CARRIED 7-0

IT WAS AGREED THAT COUNCIL GO INTO COMMITTEE.

At 3:20pm Cr Dee Ridgway, Shire President, asked that all staff leave the Council Chambers. Mr Stephen Gollan, Acting Chief Executive Officer, and Mrs Sue Collins, Senior Administration Officer, both left the Chambers.

11.3 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION

M28/0411 Moved Cr Pepper **Seconded Cr Gogol**
That Council endorse the appointment of Stephen Paul Gollan as Acting Chief Executive Officer from 1 August 2011, until such time as a substantive Chief Executive Officer is appointed.

CARRIED 7-0

IT WAS AGREED THAT COUNCIL COME OUT OF COMMITTEE.

11. OTHER BUSINESS
ITEM 11.3
APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER
(Continued)

At 3:55pm both Mr Steve Gollan and Mrs Sue Collins returned to the Chambers, at the request of the Shire President.

Cr Dee Ridgway, Shire President, read out the above motion (M28/0411) to Mr Gollan and asked him if he would accept the position. Mr Gollan accepted the position of Acting Chief Executive Officer, and Cr Ridgway extended congratulation to Mr Gollan on behalf of all Councillors.

12. CLOSURE

There being no further business the meeting closed at 3:55pm.

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

Presiding Member

Date

APPENDIX LIST

19 APRIL 2011

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**MINUTES OF A SPECIAL MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 30 MARCH 2011**

1. COMMENCEMENT

The President declared the meeting open at 9:30am.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Attendance

Cr DJ Ridgway	President	South Ward
Cr LC Shaw	Deputy President	West Ward
Cr BM Foster		West Ward
Cr CJ Pepper		West Ward
Cr P Gogol		North Ward
Cr KM Murray		North Ward
Mr KL Byers	Chief Executive Officer	
Mr SP Gollan	Deputy Chief Executive Officer	

Apologies

Cr C Egberts	South Ward
Cr MG Roberts	South Ward
Cr JD Alexander	North Ward

3. PUBLIC QUESTION TIME

Nil

4 ADMINISTRATION ITEMS

SUBMISSION TO:	Special Council Meeting 30 March 2011
AGENDA ITEM:	4.1
REPORT DATE:	24 March 2011
SUBJECT:	COMPLIANCE AUDIT REPORT 2010
FILE REFERENCE:	GOV 014
AUTHOR:	Chief Executive Officer – Keith Byers

Attachment: Compliance Audit Return 2010

BACKGROUND

In accordance with section 7.13 (1) of the Local Government Act 1995 and Regulation 13 of the Local Government Audit Regulations, Council must complete, adopt and forward to the Minister for Local Government a copy of the Compliance Audit Return no later than the 31st March each year.

4. **ADMINISTRATION ITEMS
COMPLIANCE AUDIT REPORT 2010
(Continued)**

COMMENT

Enclosed is a copy of the Return for Councillors consideration and adoption. Where items of non-compliance have been identified, an explanation has been given with the return.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

MSM01/0311 Moved Cr Pepper **Seconded Cr Gogol**
That Council adopt the Compliance Audit Return 2010 and forward same to the Minister for Local Government.
CARRIED 6/0

5. **OTHER BUSINESS**

5.1 **RESERVE 25266 – BETHANY FARM**

COUNCIL RESOLUTION

MSM02/0311 Moved Cr Pepper **Seconded Cr Murray**
That Council rescind Motion 6/0311 of the March Council meeting which reads;
"Should the Director of the Department of Regional Development and Lands not be prepared to lease Reserve 25266 for less than \$5,000.00 Council relinquish their interest of the land"
CARRIED 6/0

COUNCIL RESOLUTION

MSM03/0311 Moved Cr Murray **Seconded Cr Pepper**
That should the Director of the Department of Regional Development and Lands be prepared to lease Reserve 25266 for an amount not exceeding \$5,300.00, Council retain their interest in the land and accept the submission of Woonderlin Grazing for \$5,300.00 (GST exempt) per annum to lease the property for a two (2) year period.
CARRIED 6/0

**5. OTHER BUSINESS
(Continued)**

5.2 CONSTITUTIONAL RECOGNITION

Council has received correspondence from the Western Australia Local Government Association and the Australia Local Government Association seeking support to have Local Governments recognized in the Federal constitution.

COUNCIL RESOLUTION

MSM04/0311 Moved Cr Pepper

Seconded Cr Murray

That Council advises the West Australian Local Government Association that it is a strong supporter of the recognition of Local Government in the constitution.

CARRIED 6/0

6. CLOSURE

There being no further business the meeting closed at 10:10am.

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

Presiding Member

Date

Our Ref: GOV 014

Ms Jennifer Mathews
Director General
Department of Local Government
GPO Box R1250
PERTH WA 6844

Dear Ms Mathews

BEVERLEY - COMPLIANCE AUDIT RETURN 2010

Please find enclosed the certified copy of the Shire of Beverley - Compliance Audit Return 2010, which was presented to and adopted by Council on Wednesday 30th March, 2011.

Attached is an extract from the Minutes verifying the adoption.

Yours sincerely



**STEPHEN GOLLAN
DEPUTY CHIEF EXECUTIVE OFFICER**

Encl.

31 March 2011

*Electronic Return Submitted
30.3.11.*



APP. 1 PAGE 4/33

4 ADMINISTRATION ITEMS

SUBMISSION TO:	Special Council Meeting 30 March 2011
AGENDA ITEM:	4.1
REPORT DATE:	24 March 2011
SUBJECT:	COMPLIANCE AUDIT REPORT 2010
FILE REFERENCE:	GOV 014
AUTHOR:	Chief Executive Officer – Keith Byers

Attachment: Compliance Audit Return 2010

BACKGROUND

In accordance with section 7.13 (1) of the Local Government Act 1995 and Regulation 13 of the Local Government Audit Regulations, Council must complete, adopt and forward to the Minister for Local Government a copy of the Compliance Audit Return no later than the 31st March each year.

COMMENT

Enclosed is a copy of the Return for Councillors' consideration and adoption. Where items of non-compliance have been identified, an explanation has been given with the return.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

MSM01/0311 Moved Cr Pepper

Seconded Cr Gogol

That Council adopt the Compliance Audit Return 2010 and forward same to the Minister for Local Government.

CARRIED 6/0

**Beverley - Compliance Audit Return 2010****Certified Copy of Return**

Please submit a signed copy to the Director General of the Department of Local Government together with a copy of section of relevant minutes.

Caravan Parks and Camping Grounds					
No	Reference	Question	Response	Comments	Respondent
1	s21(1) Caravan Parks and Camping Grounds Act 1995	Did the local government inspect each caravan park or camping ground in its district within the period 1 July 2009 to 30 June 2010.	N/A		Keith Byers
2	s14(1) of the Caravans and Camping Grounds Act 1995	Did you keep a register of caravan park licences. (For the return period)	N/A		Keith Byers

Cemeteries					
No	Reference	Question	Response	Comments	Respondent
1	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all burials in the cemetery, including details of the names and descriptions of the deceased persons and location of the burial. (For the return period)	Yes		Keith Byers
2	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all grants of right of burial in the cemetery, including details of assignments or bequests of grants. (For the return period)	Yes		Keith Byers
3	s40(2) Cemeteries Act 1986	Have plans been kept and maintained showing the location of all burials registered in as above.	Yes		Keith Byers


Commercial Enterprises by Local Governments

No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2010.	Yes		Keith Byers
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2010.	N/A		Keith Byers
3	s3.59(2)(a)(b)(c) F&G Reg 7,11	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2010.	N/A		Keith Byers
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2010.	Yes		Keith Byers
5	s3.59(5)	Did the Council, during 2010, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	Yes		Keith Byers



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Keith Byers
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Keith Byers
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Keith Byers
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Keith Byers
5	s5.18	Has Council reviewed delegations to its committees in the 2009/2010 financial year.	N/A		Keith Byers
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Keith Byers
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Keith Byers
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Keith Byers
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Keith Byers
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Keith Byers
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Keith Byers
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2009/2010 financial year.	Yes		Keith Byers
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Keith Byers

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Keith Byers
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Keith Byers
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A		Keith Byers
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A		Keith Byers
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2010.	Yes		Keith Byers
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2010.	Yes		Keith Byers
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Keith Byers
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Keith Byers
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Keith Byers
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	N/A		Keith Byers
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Keith Byers
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Keith Byers
14	s5.66(b)	Did the person presiding at a meeting, on all occasions, when given a member's written financial interest disclosure by the CEO, bring its contents to the attention of persons present immediately before any matters to which the disclosure relates were discussed.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
15	s5.71(a)	Did the CEO disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she had an interest in the matter to which the delegated power or duty related.	N/A		Keith Byers
16	5.71(b)	Did an employee disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she had an interest in the matter to which the delegated power or duty related.	N/A		Keith Byers
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	N/A		Keith Byers
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	N/A		Keith Byers
19	s5.66(a)	Did the CEO, on all occasions, where a council member gave written notice of a disclosure of interest before a meeting, cause that notice to be given to the person who presided at the meeting.	N/A		Keith Byers
20	s5.71	On all occasions were delegated powers and duties not exercised by employees that had an interest in the matter to which the delegated power or duty related.	N/A		Keith Byers

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Keith Byers
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Keith Byers

Elections

No	Reference	Question	Response	Comments	Respondent
1	s4.17(3)	Was approval sought from the Electoral Commissioner where council allowed a vacancy to remain unfilled as a result of a councillor's position becoming vacant under s2.32 and in accordance with s4.17(3)(a) & (b).	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
2	s4.20(2)	Did the local government appoint a person other than the CEO to be the returning officer of the local government for an election or all other elections held while that appointment applied, after having written agreement of the person concerned and the Electoral Commissioner.	N/A		Keith Byers
3	s4.20(4)	Did the local government declare the electoral commissioner to be responsible for the conduct of an election, after having first obtained the written agreement of the Electoral Commissioner.	N/A		Keith Byers
4	s4.20(5)	Where a declaration has not already been made, was a declaration made under s4.20(4) prior to the 80th day before election day.	N/A		Keith Byers
5	s4.32(4)	Did the CEO, within 14 days after receiving a claim for enrolment, decide whether the claimant was eligible or not eligible under s4.30(1)(a)&(b) and accept or reject the claim accordingly.	N/A		Keith Byers
6	s4.32(6) Elect Reg 13	Did the CEO record on all occasions the decision in the owners and occupiers register in accordance with Regulation 13 of the Local Government (Elections) Regulations 1997 and give written notice of the decision to the claimant without delay, for eligibility to enrol.	N/A		Keith Byers
7	s4.35(2)	Did the CEO give written notice to the person before making a decision under subsection (1)(c) and allow 28 days for the person to make submissions on the matter.	N/A		Keith Byers
8	s4.35(3)	Did the CEO, after making a decision under subsection (1)(c), give written notice of it to the person.	N/A		Keith Byers
9	s4.35(5)	Did the CEO, on receipt of advice of the Electoral Commissioner's decision on an appeal, take any action necessary to give effect to that decision.	N/A		Keith Byers
10	s4.35(6)	Did the CEO give written notice on all occasions to the person, where after considering submissions made under subsection 2, the CEO decided that the person was still eligible under s4.30 to be enrolled to vote at elections for the district or ward.	N/A		Keith Byers
11	s4.35(7)	Did the CEO, on all occasions, record any decision under subsection (1) or (6) in the register referred to in section 4.32(6).	N/A		Keith Byers
12	s4.39(2)	Did the CEO on or after the 70th day, but no later than the 56th day give statewide public notice of the time and date of the close of enrolments.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
13	s4.41(1)	Did the CEO prepare an owners and occupiers roll for the election on or before the 36th day before election day.	N/A		Keith Byers
14	s4.41(2)	Did the CEO certify that the owners and occupiers roll included the names of all persons who were electors of the district or ward under s4.30 at the close of enrolments.	N/A		Keith Byers
15	s4.43(1)	Where the CEO was returning officer (RO) and the rolls were not consolidated, did the RO delete the names of any person from the owners and occupiers roll whose name also appeared on the residents roll, on or before the 22nd day before election day.	N/A		Keith Byers
16	s4.47(1)	Where the CEO was returning officer (RO), did the RO give statewide public notice calling for nominations of candidates for the election on or after the 56th day but no later than the 45th day before election day.	N/A		Keith Byers
17	s4.47(2)(a)	Did the notice referred to in s4.47(1) calling for nominations specify the kind of election to be held and the vacancy or vacancies to be filled.	N/A		Keith Byers
18	s4.47(2)(b)	Did the notice referred to in s4.47(1) calling for nominations specify the place where nominations may be delivered or sent.	N/A		Keith Byers
19	s4.47(2)(c)	Did the notice referred to in s4.47(1) calling for nominations specify the period within which nominations have to be delivered or sent.	N/A		Keith Byers
20	s4.47(2)(d)	Did the notice referred to in s4.47(1) calling for nominations specify any other arrangements made for the receipt by the returning officer of nominations.	N/A		Keith Byers
21	s4.61(2)	Did the Council of the local government, where it decided to conduct the election as a postal election, make that decision by absolute majority.	N/A		Keith Byers
22	s4.61(3)	Where a decision was made under s4.61(2) and a relevant declaration had not already been made, was that decision made prior to the 80th day before election day.	N/A		Keith Byers
23	s4.64	Where the CEO was returning officer (RO), did the RO give Statewide public notice (election notice) as soon as practicable after preparations for the election, but no later than on the 19th day before election day, in accordance with regulations that included details of how, when and where the election will be conducted and the names of the candidates.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
24	Elect Reg 7	Did a person, before acting as an electoral officer, make the required declaration as stated in local government election regulation 7.	N/A		Keith Byers
25	Elect Reg 8(2)	Where the CEO was returning officer (RO), did the RO prepare and adopt a Code of Conduct for the 2010 Extraordinary Elections.	N/A		Keith Byers
26	Elect Reg 8(3)	Where the CEO was returning officer (RO), did the RO provide each electoral officer a copy or access to a copy of the electoral code of conduct for the 2010 Extraordinary Elections.	N/A		Keith Byers
27	Elect Reg 13(1)	Has the relevant information as listed in Election Reg 13 been recorded in the owners and occupiers register.	N/A		Keith Byers
28	Elect Reg 13(4)	Did the CEO amend the register from time to time to make sure that the information recorded in it is accurate.	N/A		Keith Byers
29	Elect Reg 17	Did the local government keep an enrolment eligibility claim form, if accepted, a copy of a notice of acceptance for 2 years after the claim and notice expired, and a copy of a notice of rejection for 2 years after the claim was rejected.	Yes		Keith Byers
30	Elect Reg 26(4)	Did the CEO or an employee of the local government appointed as Returning Officer keep the deposit referred to in s4.49(d) separate from other money and credited to a fund of the local government.	N/A		Keith Byers
31	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	N/A		Keith Byers
32	Elect Reg 30G(3)	Did the CEO remove any "disclosure of gifts" forms completed by unsuccessful candidates from the electoral gift register in accordance with the period under regulation 30C and retain those forms separately for a period of at least 2 years.	N/A		Keith Byers
33	Elect Reg 30H	Has the electoral gift register been kept at the appropriate local government offices.	Yes		Keith Byers
34	Elect Reg 40	Has a postal voters register been kept of electors whose applications are under regulation 37(1)(b) and are accepted under regulation 38(1), which contains the enrolment details of each elector included on it and any ward in respect of which the elector is registered.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
35	Elect Reg 81	Was the report relating to an election under s4.79 provided to the Minister within 14 days after the declaration of the result of the election.	N/A		Keith Byers

Executive Functions

No	Reference	Question	Response	Comments	Respondent
1	s3.18(3)(a)	Has the local government satisfied itself that the services and facilities that it provides ensure integration and co-ordination of services and facilities between governments.	Yes		Keith Byers
2	s3.32(1)	Was a notice of intended entry given to the owner or occupier of the land, premises or thing that had been entered.	N/A		Keith Byers
3	s3.50	Did the local government close a thoroughfare wholly or partially for a period not exceeding 4 weeks under the guidelines of 3.50.	N/A		Keith Byers
4	s3.18(3)(b)	Has the local government satisfied itself that the services and facilities that it provides avoid unnecessary duplication of services or competition particularly with the private sector.	Yes		Keith Byers
5	s3.18(3)(c)	Has the local government satisfied itself that the services and facilities that it provides ensure services and facilities are properly managed.	Yes		Keith Byers
6	s3.40A(1)	Where in the opinion of the local government a vehicle was an abandoned vehicle wreck, was it removed and impounded by an employee authorised (for that purpose) by the local government.	N/A		Keith Byers
7	s3.40A(2)	Where the owner of the vehicle was identified within 7 days after its removal under s3.40A(1), did the local government give notice to that person advising that the vehicle may be collected from a place specified during such hours as are specified in the notice.	N/A		Keith Byers
8	s3.40A(3)	Where notice was given under s3.40A(2) did it include a short statement of the effect of subsection (4)(b) and the effect of the relevant provisions of sections 3.46 and 3.47.	N/A		Keith Byers
9	s3.51(3)	Did the local government give notice of what is proposed to be done giving details of the proposal and inviting submissions from any person who wishes to make a submission and allow a reasonable time for submissions to be made and consider any submissions made.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
10	s3.52(4)	Has the local government kept plans for the levels and alignments of public thoroughfares that are under its control or management, and made those plans available for public inspection.	Yes		Keith Byers
11	s3.32(2)	Did the notice of intended entry specify the purpose for which the entry was required.	N/A		Keith Byers
12	s3.32(3)	Was the notice of intended entry given not less than 24 hours before the power of entry was exercised.	N/A		Keith Byers

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s5.53, Admin Reg 19B	Has the local government prepared an annual report for the financial year ended 30 June 2010 that contained the prescribed information under the Act and Regulations.	Yes		Keith Byers
2	s5.54(1), (2)	Was the annual report accepted by absolute majority by the local government by 31 December 2010.	Yes		Keith Byers
3	s5.54(1), (2)	Where the Auditor's report was not available in time for acceptance by 31 December, was it accepted no more than two months after the Auditor's report was made available.	Yes		Keith Byers
4	s5.55	Did the CEO give local public notice of the availability of the annual report as soon as practicable after the local government accepted the report.	Yes		Keith Byers
5	s5.56 Admin Reg 19C(2)	Has the local government made a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).	Yes		Keith Byers
6	Admin Reg 19D	After a plan for the future, or modifications to a plan were adopted under regulation 19C, did the local government give public notice in accordance with subsection (2).	Yes		Keith Byers
7	s5.94, s5.95	Did the local government allow any person attending the local government during office hours to inspect information, free of charge, listed in s5.94 of the Act and subject to s5.95 whether or not the information was current at the time of inspection.	Yes		Keith Byers
8	s5.96	Where a person inspected information under Part 5, Division 7 of the Act and requested a copy of that information, did the local government ensure that copies were available at a price that did not exceed the cost of providing those copies.	Yes		Keith Byers
9	s5.98 Admin Reg 30	Was the fee made available to elected members for attending meetings within the prescribed range.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
10	s5.98 Admin Reg 31	Was the reimbursement of expenses to elected members within the prescribed ranges or as prescribed.	Yes		Keith Byers
11	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it resolved by absolute majority.	Yes		Keith Byers
12	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it up to (or below) the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98 (5).	Yes		Keith Byers
13	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it resolved by absolute majority.	Yes		Keith Byers
14	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it within the prescribed range.	Yes		Keith Byers
15	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it resolved by absolute majority.	Yes		Keith Byers
16	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it within the prescribed range.	Yes		Keith Byers
17	s5.100 (1)	Did the local government pay a fee for attending committee meetings only to a committee member who was a council member.	Yes		Keith Byers
18	s5.100 (2)	Where the local government decided to reimburse a committee member, who was not a council member or employee, for an expense incurred by the person in relation to a matter affecting the local government, was it within the prescribe range.	N/A		Keith Byers
19	s6.8	Was expenditure that the local government incurred from its municipal fund, but not included in its annual budget, authorised in advance on all occasions by absolute majority resolution.	N/A		Keith Byers
20	s6.8(1)(c)	Did the Mayor or President authorise expenditure from the municipal fund in an emergency. (Please indicate circumstances in the "Comments" column)	No		Keith Byers



No	Reference	Question	Response	Comments	Respondent
21	s6.8	In relation to expenditure that the local government incurred from its municipal fund that was authorised in advance by the mayor or president in an emergency, was it reported on all occasions to the next ordinary meeting of council.	N/A		Keith Byers
22	s6.12, 6.13, 6.16 (1),(3)	Did Council at the time of adopting its budget, determine the granting of a discount or other incentive for early payment by absolute majority.	Yes		Keith Byers
23	s6.12, 6.13, 6.16 (1),(3)	Did Council determine the setting of an interest rate on money owing to Council by absolute majority.	Yes		Keith Byers
24	s6.12, 6.13, 6.16 (1),(3)	Did Council determine to impose or amend a fee or charge for any goods or services provided by the local government by absolute majority. (Note: this applies to money other than rates and service charges).	Yes		Keith Byers
25	s6.17(3)	Were the fees or charges imposed for receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate, limited to the cost of providing the service or goods.	Yes		Keith Byers
26	s6.17(3)	Were the fees or charges imposed for any other service prescribed in section 6.16 (2)(f), limited to the cost of providing the service or goods.	Yes		Keith Byers
27	s6.19	After the budget was adopted, did the local government give local public notice for all fees and charges stating its intention to introduce the proposed fees or charges and the date from which it proposed to introduce the fees or charges.	Yes		Keith Byers
28	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow, was the Council decision to exercise that power by absolute majority (Only required where the details of the proposal were not included in the annual budget for that financial year).	N/A		Keith Byers
29	S6.76(6)	Was the outcome of an objection under section 6.76(1) promptly conveyed to the person who made the objection including a statement of the local government's decision on the objection and its reasons for that decision.	N/A		Keith Byers
30	FM Reg 5	Has efficient systems and procedures been established by the CEO of a local government as listed in Finance Reg 5.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
31	FM Reg 6	Has the local government ensured that an employee to whom is delegated responsibility for the day to day accounting or financial management operations of a local government is not also delegated the responsibility for conducting an internal audit or reviewing the discharge of duties by that employee.	Yes		Keith Byers
32	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Keith Byers
33	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Keith Byers
34	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Keith Byers
35	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Keith Byers
36	s7.3	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Keith Byers
37	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	Yes		Keith Byers
38	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Keith Byers
39	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	No matters raised. Audit Report forwarded	Keith Byers
40	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Keith Byers
41	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
42	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Keith Byers
43	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Keith Byers
44	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Keith Byers

Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Keith Byers
2	s5.36(4) s5.37(3)	Were all vacancies for the position of CEO and for designated senior employees advertised.	N/A		Keith Byers
3	s5.36(4) s5.37(3) Admin Reg 18A(1)	Did the local government advertise for the position of CEO and for designated senior employees in a newspaper circulated generally throughout the State.	N/A		Keith Byers
4	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the remuneration and benefits offered.	N/A		Keith Byers
5	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the place where applications for the position were to be submitted.	N/A		Keith Byers
6	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees detail the date and time for closing of applications.	N/A		Keith Byers
7	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees indicate the duration of the proposed contract.	N/A		Keith Byers
8	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees provide contact details of a person to contact for further information.	N/A		Keith Byers
9	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
10	s5.38	Was the performance of each employee, employed for a term of more than one year, (including the CEO and each senior employee), reviewed within the most recently completed 12 months of their term of employment.	Yes		Keith Byers
11	Admin Reg 18D	Where Council considered the CEO's performance review did it decide to accept the review with or without modification (if Council did not accept the review, the preferred answer is N/A & refer Q12).	Yes		Keith Byers
12	Admin Reg 18D	Where the Council considered the CEO's performance review, but decided not to accept the review, did it decide to reject the review (if Council accepted the review, the preferred answer is N/A refer Q11).	N/A		Keith Byers
13	s5.39	During the period covered by this Return, were written performance based contracts in place for the CEO and all designated senior employees who were employed since 1 July 1996.	Yes		Keith Byers
14	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date. This amount is the lesser of the value of one year's remuneration under the contract.	Yes		Keith Byers
15	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date and this amount is the lesser of the value of the remuneration they would be entitled to had the contract not been terminated.	Yes		Keith Byers
16	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award.	Yes		Keith Byers
17	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the manner of assessment of an additional amount.	No		Keith Byers
18	s5.50(2)	Did the local government give public notice on all occasions where council made a payment that was more than the additional amount set out in its policy.	N/A		Keith Byers
19	s5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of employees of the local government entitled to an annual salary of \$100,000 or more.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
20	s5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of those employees with an annual salary entitlement that falls within each band of \$10,000 and over \$100,000.	Yes		Keith Byers
21	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Keith Byers
22	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Keith Byers
23	Admin Reg 33	Was the allowance paid to the mayor or president for the purposes of s5.98 (5) within the prescribed range.	Yes		Keith Byers

Local Laws

No	Reference	Question	Response	Comments	Respondent
1	s3.12(2) F&G Reg 3	On each occasion that Council resolved to make a local law, did the person presiding at the Council meeting give notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3.	N/A		Keith Byers
2	s3.12(4)	Have all Council's resolutions to make local laws been by absolute majority.	N/A		Keith Byers
3	s3.12(4)	Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.	N/A		Keith Byers
4	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice summarising the purpose and effect of the local law and the day on which it came into operation.	N/A		Keith Byers
5	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice advising that copies of the local law may be inspected or obtained from its office.	N/A		Keith Byers
6	s3.16(1)	Have all reviews of local laws under section 3.16(1) of the Act been carried out within a period of 8 years.	N/A	Review currently being undertaken	Keith Byers
7	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice stating that it intended to review the local law.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
8	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice advising that a copy of the local law could be inspected or obtained at the place specified in the notice.	Yes		Keith Byers
9	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice detailing the closing date for submissions about the local law.	Yes		Keith Byers
10	s3.16(3)	Did the local government (after the last day for submissions) prepare a report of the review and have it submitted to Council.	N/A	In progress	Keith Byers
11	s3.16(4)	Was the decision to repeal or amend a local law determined by absolute majority on all occasions.	N/A	In progress	Keith Byers

Meeting Process

No	Reference	Question	Response	Comments	Respondent
1	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council was it by Council resolution.	N/A		Keith Byers
2	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council, was it recorded in the minutes of the meeting at which the leave was granted.	N/A		Keith Byers
3	s2.25(3)	Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council, was the reason for refusal recorded in the minutes of the meeting.	N/A		Keith Byers
4	s2.25(2)	Was Ministerial approval sought (on all occasions) before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council.	N/A		Keith Byers
5	s5.4	On all occasions when the mayor or president called an ordinary or special meeting of Council, was it done by notice to the CEO setting out the date and purpose of the proposed meeting;	N/A		Keith Byers
6	s5.5	On all occasions when councillors called an ordinary or special meeting of Council was it called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
7	s5.5(1)	Did the CEO give each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council.	Yes		Keith Byers
8	s5.5(2)	Did the CEO give each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council.	Yes		Keith Byers
9	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member needed for a quorum at a Council meeting	N/A		Keith Byers
10	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member required for absolute majorities.	N/A		Keith Byers
11	s5.8	Did the local government ensure all Council committees (during the review period) were established by an absolute majority.	Yes		Keith Byers
12	s5.10(1)(a)	Did the local government ensure all members of Council committees, during the review period, were appointed by an absolute majority (other than those persons appointed in accordance with section 5.10 (1)(b)).	Yes		Keith Byers
13	s5.10(2)	Was each Council member given their entitlement during the review period, to be appointed as a committee member of at least one committee, as referred to in section 5.9(2)(a) & (b) of the Act.	Yes		Keith Byers
14	s5.12(1)	Were Presiding members of committees elected by the members of the committees (from amongst themselves) in accordance with Schedule 2.3, Division 1 of the Act.	Yes		Keith Byers
15	s5.12(2)	Were Deputy presiding members of committees elected by the members of the committee (from amongst themselves) in accordance with Schedule 2.3 Division 2 of the Act.	Yes		Keith Byers
16	s5.15	Where the local government reduced a quorum of a committee meeting, was the decision made by absolute majority on each occasion.	N/A		Keith Byers
17	s5.21 (4)	When requested by a member of Council or committee, did the person presiding at a meeting ensure an individual vote or the vote of all members present, were recorded in the minutes.	Yes		Keith Byers
18	s5.22(1)	Did the person presiding at a meeting of a Council or a committee ensure minutes were kept of the meeting's proceedings.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
19	s5.22(2)(3)	Were the minutes of all Council and committee meetings submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation.	Yes		Keith Byers
20	s5.22(2)(3)	Were the minutes of all Council and committee meetings signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.	Yes		Keith Byers
21	s5.23 (1)	Were all council meetings open to members of the public (subject to section 5.23(2) of the Act).	Yes		Keith Byers
22	s5.23 (1)	Were all meetings of committees to which a power or duty had been delegated open to members of the public (subject to section 5.23(2) of the Act).	N/A		Keith Byers
23	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public, in accordance with the Act.	Yes		Keith Byers
24	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public recorded in the minutes of that meeting.	Yes		Keith Byers
25	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every ordinary meeting of Council.	Yes		Keith Byers
26	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every special meeting of Council.	Yes		Keith Byers
27	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every meeting of a committee to which the local government has delegated a power or duty.	N/A		Keith Byers
28	Admin Reg 8	Was a period of 30 minutes allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum.	N/A		Keith Byers
29	Admin Reg 9	Was voting at Council or committee meetings conducted so that no vote was secret.	Yes		Keith Byers
30	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
31	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.	Yes		Keith Byers
32	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made (in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority), by that kind of majority.	Yes		Keith Byers
33	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made in any other case, by an absolute majority.	Yes		Keith Byers
34	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include the names of members present at the meeting.	Yes		Keith Byers
35	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting.	Yes		Keith Byers
36	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each motion moved at the meeting, including details of the mover and outcome of the motion.	Yes		Keith Byers
37	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each decision made at the meeting.	Yes		Keith Byers
38	Admin Reg 11	Did the contents of the minutes of all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision.	Yes		Keith Byers
39	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include a summary of each question raised by members of the public and a summary of the response given.	Yes		Keith Byers
40	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.	Yes		Keith Byers
41	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of ordinary Council meetings.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
42	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.	N/A		Keith Byers
43	Admin Reg 12(2)	Did the local government give local public notice of any changes to the dates, time or places referred to in the question above.	N/A		Keith Byers
44	Admin Reg 12(3) (4)	In the CEO's opinion, where it was practicable, were all special meetings of Council (that were open to members of the public) advertised via local public notice.	Yes		Keith Byers
45	Admin Reg 12(3). (4)	Did the notice referred to in the question above include details of the date, time, place and purpose of the special meeting.	N/A	Insufficient time to advertise	Keith Byers
46	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all Council meetings within 10 business days after the Council meetings.	Yes		Keith Byers
47	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all committee meetings within 5 business days after the committee meetings.	N/A		Keith Byers
48	Admin Reg 14(1) (2)	Were notice papers, agenda and other documents relating to any Council or committee meeting, (other than those referred to in Admin Reg 14(2)) made available for public inspection.	Yes		Keith Byers
49	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (by means of audio, telephone or other instantaneous contact) as provided for in Administration Regulation 14A, did the Council approve of the arrangement by absolute majority.	N/A		Keith Byers
50	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (as provided for in Administration Regulation 14A) was the person in a suitable place as defined in Administration Regulation 14A(4)	N/A		Keith Byers
51	s5.27(2)	Was the annual general meeting of electors held within 56 days of the local government's acceptance of the annual report for the previous financial year.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
52	s5.29	Did the CEO convene all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting.	Yes		Keith Byers
53	s5.32	Did the CEO ensure the minutes of all electors' meetings were kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered.	Yes		Keith Byers
54	s5.33(1)	Were all decisions made at all electors' meetings considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose.	Yes		Keith Byers
55	s5.33(2)	Were the reasons for Council decisions in response to decisions made at all electors' meetings recorded in the minutes of the appropriate Council meeting.	Yes		Keith Byers
56	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Keith Byers

Miscellaneous Provisions

No	Reference	Question	Response	Comments	Respondent
1	s9.4	Has each person who received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, (that is appealable under Part 9 of the Act) been informed of his or her right to object and appeal against the decision.	Yes		Keith Byers
2	s9.29(2)(b)	On all occasions, were those employees who represented the local government in court proceedings, appointed in writing by the CEO.	N/A		Keith Byers
3	s9.6(5)	Did the local government ensure that the person who made the objection was given notice in writing of how it has been decided to dispose of the objection and the reasons why.	Yes		Keith Byers



Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	Yes		Keith Byers
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Keith Byers
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Keith Byers
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Keith Byers
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Keith Byers
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Keith Byers

Swimming Pools					
No	Reference	Question	Response	Comments	Respondent
1	s245A(5)(aa) LG (MiscProv) Act 1960	Have inspections of known private swimming pools, either been, or are proposed to be, carried out as required by section 245A(5)(aa) of the Local Government (Miscellaneous Provisions) Act 1960.	Yes		Keith Byers

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
2	F&G Reg 12	Has the local government, as far as it is aware, only entered into a single contract rather than multiple contracts so as to avoid the requirements to call tenders in accordance with F&G Reg 11 (1).	Yes		Keith Byers
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Keith Byers
4	F&G Reg 14(3)	Did all the local government's invitations to tender include a brief description of the goods and services required and contact details for a person from whom more detailed information could be obtained about the tender.	Yes		Keith Byers
5	F&G Reg 14(3)	Did all the local government's invitations to tender include information as to where and how tenders could be submitted.	Yes		Keith Byers
6	F&G Reg 14(3)	Did all the local government's invitations to tender include the date and time after which tenders would not be accepted.	Yes		Keith Byers
7	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers concerning detailed specifications of the goods or services required.	Yes		Keith Byers
8	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers of the criteria for deciding which tender would be accepted.	Yes		Keith Byers
9	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers about whether or not the local government had decided to submit a tender.	N/A		Keith Byers
10	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers on whether or not tenders were allowed to be submitted by facsimile or other electronic means and if so, how tenders were to be submitted.	Yes		Keith Byers
11	F&G Reg 14(3)(4)	Did the local government ensure all prospective tenderers had any other information that should be disclosed to those interested in submitting a tender.	Yes		Keith Byers
12	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Keith Byers



No	Reference	Question	Response	Comments	Respondent
13	F&G Reg 15	Following the publication of the notice inviting tenders, did the local government allow a minimum of 14 days for tenders to be submitted.	Yes		Keith Byers
14	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) were held in safe custody.	Yes		Keith Byers
15	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) remained confidential.	Yes		Keith Byers
16	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were not opened, examined or assessed until after the time nominated for closure of tenders.	Yes		Keith Byers
17	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were opened by one or more employees of the local government or a person authorised by the CEO.	Yes		Keith Byers
18	F&G Reg 16 (3)(b)	Did the local government ensure members of the public were not excluded when tenders were opened.	Yes		Keith Byers
19	F&G Reg 16 (3)(c)	Did the local government record all details of the tender (except the consideration sought) in the tender register immediately after opening.	Yes		Keith Byers
20	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Keith Byers
21	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Keith Byers
22	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a brief description of the goods or services required.	Yes		Keith Byers
23	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under Regulation 21(1).	Yes		Keith Byers
24	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of any notice by which expressions of interest from prospective tenderers were sought and any person who submitted an expression of interest.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
25	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) any list of acceptable tenderers that was prepared under regulation 23(4)	Yes		Keith Byers
26	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a copy of the notice of invitation to tender.	Yes		Keith Byers
27	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of each tenderer whose tender was opened.	Yes		Keith Byers
28	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of the successful tenderer.	Yes		Keith Byers
29	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the amount of consideration or the summary of the amount of the consideration sought in the accepted tender.	Yes		Keith Byers
30	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Keith Byers
31	F&G Reg 21(3)	On each occasion that the local government decided to invite prospective tenderers to submit an expression of interest for the supply of goods or services, did the local government issue a Statewide public notice.	N/A		Keith Byers
32	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include a brief description of the goods and services required.	N/A		Keith Byers
33	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include particulars of a person from whom more detailed information could be obtained.	N/A		Keith Byers
34	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include information as to where and how expressions of interest could be submitted.	N/A		Keith Byers
35	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include the date and time after which expressions of interest would not be accepted.	N/A		Keith Byers
36	F&G Reg 22	Following the publication of the notice inviting expressions of interest, did the local government allow a minimum of 14 days for the submission of expressions of interest.	N/A		Keith Byers



No	Reference	Question	Response	Comments	Respondent
37	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Keith Byers
38	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Keith Byers
39	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Keith Byers
40	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government prepare a proposed regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Keith Byers
41	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government give Statewide public notice of its intention to have a regional price preference policy and include in that notice the region to which the policy is to relate (only if a policy had not been previously adopted by Council).	N/A		Keith Byers
42	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice details of where a complete copy of the proposed policy may be obtained (only if a policy had not been previously adopted by Council).	N/A		Keith Byers
43	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions (only if a policy had not been previously adopted by Council).	N/A		Keith Byers
44	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice (only if a policy had not been previously adopted by Council).	N/A		Keith Byers



Government of Western Australia
Department of Local Government

No	Reference	Question	Response	Comments	Respondent
45	F&G Reg 11A(1)	Has the local government prepared and adopted a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less or worth \$100,000 or less.	Yes		Keith Byers
46	F&G Reg 11A(3)(a)	Did the purchasing policy that was prepared and adopted make provision in respect of the form of quotations acceptable.	Yes		Keith Byers
47	F&G Reg 11A (3) (b)	Did the purchasing policy that was prepared and adopted make provision in respect to the recording and retention of written information, or documents for all quotations received and all purchases made.	Yes		Keith Byers

I certify this Compliance Audit return has been adopted by Council at its meeting on

30.3.11

Signed Mayor / President, Beverley

Signed CEO, Beverley

SUBMISSION TO: Audit and Administration Committee Meeting
30th March 2011

AGENDA REFERENCE: AA2

DATE: 24th March 2011

SUBJECT: Councillor Entitlements

AUTHOR: Deputy Chief Executive Officer – Stephen Gollan

Local Government Operational Guideline – Number 15
Meeting Fees, Allowances and Expenses for Elected Members
(Provided under separate cover.)

BACKGROUND

At the 2001/2002 budget meeting the Council of the day resolved to not pay sitting fees for monthly Council and Committee meetings and adopt an annual fee paid in six monthly installments.

It was further agreed by that Council that the increase that was made overall would compensate for all other out of pocket expenses except travelling.

This situation has continued to this day, however it does not have any legal status and should not prevent Councillors from claiming allowances/expenses along with the sitting fee.

COMMENT

I have listed below allowances and expenses that Councillors are entitled to:

Sitting Fees:

Council Meeting: (other than the President) a range of between \$60.00 and \$140.00 per Councillor per meeting. For the President the range is \$120.00 to \$280.00

Committee Meeting: a range of \$30.00 and \$70.00 per Councillor per meeting.

Alternatively Council can opt to pay an annual meeting fee rather than the singular meeting fees.

In this instance the range for Councillors is \$2,400.00 to \$7,000.00 and \$6,000.00 to \$14,000.00 for the President.

Whatever the absolute majority resolution is that is adopted, it applies to all Councillors.

President and Deputy President

The President of a Council can claim a Presidential allowance between \$600.00 and \$12,000.00 per annum. The Deputy President is entitled to 25% of that paid to the President.

The allowance paid is again subject to an absolute majority.

Other Expenses and Allowances

Travelling Allowance: this is to be a reimbursement of cost or at Councils discretion at the public services rate. The current rate is \$0.7370 per km.

Child Care: the actual cost of the child care up to a maximum of \$20.00 per hour.

Telecommunications: the actual cost of the rental of one telephone and one facsimile machine. If other telecommunications are used for Council purposes a maximum amount of \$2,400.00 per annum must be approved by absolute majority.

Information Technology: when required by Council the actual cost incurred should be compensated up to a figure not exceeding \$1,000.00 per annum.

Attached is the Local Government Operational Guidelines – Number 15 entitled “Meeting Fees, Allowances and Expenses for Elected Members” this publication provides further information in relation to payments to elected members.

Council at their June 2010 meeting resolved that the Council payments are as follows:

- Sitting Fees – 8 Councillors @\$3,000.00, 1 Councillor @ \$6,500.00
- Members Travelling Allowance - 73.70 cents per kilometre
- Presidential Allowance - \$4,500.00
- Deputy Presidential Allowance - \$1,125.00
- Telecommunication Allowance – \$600.00 per Councillor per annum
- Information Technology Allowance – \$400.00 per Councillor per annum

OFFICER'S RECOMMENDATION / COMMITTEE RESOLUTION

MAA05/0311 Moved Cr Pepper

Seconded Cr Shaw

That it be recommended to Council that the following Councillor Payments for 2011 / 2012 be adopted.

- **Sitting Fees – 8 Councillors @\$3,000.00
1 Councillor @ \$7,500.00**
- **Members Travelling Allowance - 74.00 cents per kilometre**
- **Presidential Allowance - \$4,500.00**
- **Deputy Presidential Allowance - \$1,125.00**
- **Telecommunication Allowance – \$600.00 per Councillor per annum**
- **Information Technology Allowance – \$400.00 per Councillor per annum**

CARRIED 3/0

CLOSURE

There being no further business the Chairman declared the meeting closed at 8:50am.

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

Presiding Member

Date

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

	CHARGE (Inc of GST)	New Charge	INFORMATION / CONDITIONS
SPORTING CLUBS - Seasonal rates			
FOOTBALL CLUB	2,900.00 per year		Oval, amenities building and changerooms
CRICKET CLUB	450.00 per year		Oval, amenities building and change rooms
HOCKEY CLUB	450.00 per year		Oval, amenities building and change rooms
PONY CLUB (ANNUAL FEE)	100.00 per year		Main town oval NOT included (club provide own cleaner)
PONY CLUB (EXTRA EVENTS)	150.00 per event		Includes main town oval
TENNIS CLUB	500.00 per year		Club provide own cleaner
LADIES BADMINTON CLUB	30.00 per day		
BOOT SCOOTING	30.00 per day		
SOARING SOCIETY	600.00 per year		Billed January.
NETBALL CLUB	50.00 per year		
ROAD CHARGES			
AUSTRAL BRICK	12,000.00 per year		Road Contribution

HALL- includes use of kitchen		Crockery and Cutlery not to be Removed from Hall
MAIN HALL	110.00 per day	
LESSER HALL	80.00 per day	
FULL COMPLEX (Except meetings)	160.00 per day	
MEETINGS	50.00 per event	

HALL - OTHER RENTALS	
CHAIRS (70 in total available)	1.00 per chair
MARQUEE/TENT	30.00 per day
PA SYSTEM	70.00 per day

RECREATION GROUND		APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
OVAL HIRE	150.00 per day	
RAM SHED	60.00 per day	(Except Ag Society)
EXHIBITION SHED	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL	
POULTRY SHED	60.00 per day	
CAMPING (per van)	22.00 per day	

AMENITIES BUILDING		BARBECUE included with Amenities Bldg fee
FUNCTIONS	110.00 per day	
MEETINGS	30.00 per event	
CROCKERY & CUTLERY	45.00 per day	*AMENITIES BUILDING ONLY

GYM MEMBERSHIP		WRITTEN PERMISSION REQUIRED FROM PARENT/GUARDIAN
13-18 YR OLDS - 6 MONTHS	75.00	
13-18 YR OLDS - 12 MONTHS	125.00	
OVER 18 YRS OLD - 6 MONTHS	150.00	

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

	CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
OVER 18 YRS OLD - 12 MONTHS	250.00		
SENIOR/PENSIONER - 6 MONTHS	75.00		
SENIOR/PENSIONER - 12 MONTHS	125.00		
30 day TRIAL	40.00		Must be 18 years old or older

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
COMMUNITY BUS - 24 seats inc driver, 50% subsidy for school aged children (Local Children Only)		
Fee includes fuel charges etc	1.50 per km	

CARAVAN PARK - Power charges INCLUDED

SITE	22.00 per day	
PERMANENT SITE	140.00 per week	{1-28 days} [127.27 + 12.73 gst]
PERMANENT SITE	115.00 per week	{29+ days} [109.00 + 6.00 gst]
CAMPERS	5.00 per day	
SHOWERS (per person)	5.00 per shower	

SWIMMING POOL

ADULTS	2.00	
CHILDREN	1.00	
SPECTATORS	No charge	
SEASON TICKET- ADULT	75.00	
SEASON TICKET- PENSIONER (FULL PENSION)	60.00	
SEASON TICKET- CHILD	45.00	
SEASON TICKET- FAMILY	170.00	

RETIREMENT VILLAGE

Rental	97.00 per week	
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BLARNEY ADVERTISING

SIZE A ~ 122 X 180mm	80.00	
SIZE B ~ 122 X 89mm	40.00	
SIZE C ~ 60 X 89mm	24.00	
SIZE D ~ 5 LINES*	8.00	*MUST BE PAID IN
SIZE E ~ 3 LINES*	5.00	*MUST BE PAID IN
SIZE F ~ 122 x 135mm	60.00	
12 MONTHS SIZE A	800.00	
12 MONTHS SIZE B	400.00	
12 MONTHS SIZE C	240.00	
12 MONTHS SIZE F	600.00	

COPYING

SINGLE COPY (1-19 sheets)	0.20 per sheet	Library Photocopier
BULK COPY (20+ sheets)	0.15 per sheet	
HISTORY of BEVERLEY BOOK	20.00 per copy	
HISTORY of BEVERLEY BOOK posted	30.00 per copy	

LIBRARY

LIBRARY - REPLACEMENT CARD	7.00	
LIBRARY - LOST BOOKS - ADMIN FEE	15.00	

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

	CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
MAP CHARGES			
DISTRICT MAP - 1000 x 700mm	30.00		
DISTRICT MAP - 3 pages (A3)	10.00		
DISTRICT MAP - 1 page (A3)	5.00		
ACCOUNT ENQUIRIES			
RATE ACCOUNT ENQUIRY	125.00		
TITLE SEARCH	50.00		
RATE BOOK (Printed or electronic)	120.00		
FACSIMILE FEES			
IN AUST 1st page	7.00 per page		
IN AUST Additional pages	3.00 per page		
O/SEAS 1st page	14.00 per page		
O/SEAS Additional pages	6.00 per page		
RECEIVAL	3.00 per page		
FREEDOM of INFORMATION			
Personal info about applicant	No charge		
NON PERSONAL INFORMATION			
APPLICATION FEE	30.00		Financially disadvantaged applicants or those with a pension concession card - 25% discount
TIME dealing with applicant	30.00 per hour		
ACCESS TIME	30.00 per hour		Supervised by staff
DUPLICATION OF INFORMATION	Actual cost + GST		
DELIVERY, PACKING or POSTAGE	Actual cost + GST		
DEPOTS - Advance deposit	75% of estimated cost		

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
DOG LICENSE		
DOG - MALE or FEMALE	30.00 1 year	
DOG - MALE or FEMALE	75.00 3 years	
PENSION RATE: DOG - MALE or FEMALE	15.00 1 year	Full Concession
PENSION RATE: DOG - MALE or FEMALE	37.50 3 years	
PENSION RATE: STERILISED DOG or BITCH	5.00 1 year	Full Concession & Certificate Of Sterilisation
PENSION RATE: STERILISED DOG or BITCH	9.00 3 years	
SHEEP DOG	7.50 1 year	
SHEEP DOG	18.75 3 years	
STERILISED DOG or BITCH	10.00 1 year	Certificate of Sterilisation
STERILISED DOG or BITCH	18.00 3 years	

DOG IMPOUNDING FEES

55.00 per day

PRIVATE WORKS

BACK HOE with POST HOLE DIGGER	150.00 per hour	with SHIRE OPERATOR ONLY
BACKHOE	150.00 per hour	with SHIRE OPERATOR ONLY
BOBCAT with BROOM	110.00 per hour	with SHIRE OPERATOR ONLY
CHERRY PICKER with CHAINSAW	260.00 per hour	with 2 SHIRE OPERATORS & TRUCK
COMPRESSOR with JACK HAMMER	NOT FOR HIRE	
GRADER (BE001, BE003)	170.00 per hour	with SHIRE OPERATOR ONLY
LOADER (BE004, BE036)	160.00 per hour	with SHIRE OPERATOR ONLY
ROLLER - RUBBER TYRE (BE033)	150.00 per hour	with SHIRE OPERATOR ONLY
ROLLER - VIBRATOR (BE033)	150.00 per hour	with SHIRE OPERATOR ONLY
SLASHER (BE008)	140.00 per hour	with SHIRE OPERATOR ONLY
TRACTOR (BE023)	120.00 per hour	with SHIRE OPERATOR ONLY
TRACTOR FORD (BE014)	120.00 per hour	with SHIRE OPERATOR ONLY
TRUCK LIGHT (BE015, BE016, BE028)	90.00 per hour	with SHIRE OPERATOR ONLY
TRUCK TANDEM (BE010, BE012, BE013)	115.00 per hour	with SHIRE OPERATOR ONLY

LABOUR

ENGINEERING CONSULT	140.00 per hour
WORKS STAFF	65.00 per hour

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

CHARGE (Inc of GST)	New Charge	INFORMATION / CONDITIONS
BUILDING MATERIALS		
APPLIES TO ALL BUILDING MATERIALS		
GRAVEL	35.00 per m ³	PICK UP - MIN. of 1m³ DELIVERED - MIN. of 2m³ CARTAGE extra Tandem truck carries ~ 8m ³ or 12 tonne Loader Bucker = ~ 2 m ³ 1 cubic metre = ~ 1.5 tonnes
GRAVEL - Truck Load	180.00 per truck load	
METAL - all sizes	56.00 per m ³	
METAL - Truck Load	355.00 per truck load	
METAL DUST	35.00 per m ³	
SAND BUILDING	NOT AVAILABLE	
SAND BUILDING - Truck Load	NOT AVAILABLE	
SAND FILLING	35.00 per m ³	
SAND FILLING - Truck Load	160.00 per truck load	
SWEEPINGS - when available	25.00 per m ³	
ROCKS - when available	25.00 per m ³	
CARTAGE		
Per load - both ways	2.50 per km	Eg: Client is 20kms out, 40kms cartage is charged
TELSTRA/WATER CORP REINSTATEMENTS		
BITUMEN & CONCRETE	350.00 per m ²	
GRAVEL	350.00 per m ²	
CROSS OVERS (RURAL) - Gravel Only		
Payment to be made in Advance		
300mm pipe	1,107.00	50% subsidy for 1st crossover on the property
375mm pipe	1,148.00	
450mm pipe	1,188.00	
CROSS OVERS (TOWN SITE) - Concrete		
Payment to be made in Advance		
Per square metre	50.00 per m ²	50% Subsidy for 1st Crossover of the property
STANDPIPES		
Per 1000L - Human consumption	3.00 per kl	

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

	CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
PUBLIC CEMETERIES / NICHE WALLS			
LAND 2.44m X 1.52m	42.00		On application of Grant of Right of Burial
LAND 2.44m X 3.05m	63.00		
LAND 2.44m X 4.57m	63.00		
GRAVE ordinary	840.00		On application of Order of Burial
GRAVE child < 7 or stillborn	420.00		
EXCESS of 1.8m, per every 300mm	157.50		
REOPENING of GRAVE ordinary	840.00		
REOPENING of GRAVE	420.00		Child < 7 yrs or stillborn
EXTRA CHARGE of INTERMENT	73.50		
EXTRA CHARGE of INTERMENT	73.50		Not in usual hours as prescribed b By-law 17 (per hour)
ERECT HEADSTONE,	10.50		PERMISSION and/or KERBING
GRAVE NUMBER PLATE	15.75		
ATTENDANCE when required by GRANTEE	31.50		
STANDARD GRAVE - Land	42.00		
STANDARD GRAVE - Grave	840.00		
STANDARD GRAVE - Plate No.	15.75		
STANDARD BURIAL CHARGE	897.75		
STANDARD GRAVE - Overtime fee	630.00		Estimation only
INTERMENT of ASHES in GRAVE PLOT	105.00		Minimum Fee

NICHE WALLS

NICHE WALL Single	52.50		Not including cost of PLAQUE / TABLET or FITTING
NICHE WALL Double	78.75		
INSTALLATION FEE (Minimum)	52.50 per hour		
VASES	60.00		Cost on application

RESERVATIONS of GRAVE PLOTS / NICHE WALLS

GRAVE RESERVATION - Initial	73.50 per site		
NICHE WALL SINGLE RESERVATION - Initial	73.50 per site		
NICHE WALL DOUBLE RESERVATION - Initial	147.00 per site		
RESERVATION - Renewal every 5 years	10.50 per site		APPLICABLE TO BOTH GRAVES & NICHE WALL RESERVATIONS

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked 4)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

	CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
REFUSE SITE FEES			
ANNUAL RUBBISH BIN CHARGE	165.00 per bin		
ASBESTOS BURIAL	60.50 per tonne		
ASBESTOS BURIAL	Large quantities		Price based on per tonne rate plus machine hire
BUILDING RUBBLE	25.00 per tonne		
CAR BODIES	25.00 per car		
CONCRETE, ROCK, GRAVEL, SAND or like	25.00 per tonne		
FENCING WIRE	7.00 per m ³		
PUTRESCIBLE WASTE Organic commercial	7.00 per m ³		
RUBBISH BAG (Wool bale)	7.00 per bag		
BIN 240L dom waste or 200L DRUM EQUIV	3.00 per bin		
SEPTIC TANK WASTE	44.00 per 2000L		per 2000L or part thereof
TRAILER 6x4, CAR, UTE Mixed load	13.00 per load		
TRAILER tandem axle up to 2.5m in length	25.00 per load		
TYRES Car	7.00 per tyre		
TYRES Light truck	13.00 per tyre		
TYRES Truck	20.00 per tyre		
TYRES Tractor	30.00 per tyre		
TYRES Earthmoving	30.00 per tyre		

2010/2011 FEES and CHARGES

Prices are effective from 1st July 2010

(Exceptions marked Ψ)

NB: The various rebates applicable to varying clubs & organisations has been abolished due to the restructure of the fees.

Red entries are GST FREE

CHARGE (inc of GST)	New Charge	INFORMATION / CONDITIONS
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TOWN PLANNING FEES

1 SCHEME AMENDMENTS - As per regulations

2 HOME OCCUPATIONS

INITIAL APPROVAL	191.00
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3 APPLICATIONS for PLANNING CONSENT

\$0 - \$50,000	132.00	
\$50,001 - \$500,000	0.30% of est cost	Cost X 0.0030
\$500,000- \$2,500,000	\$1,500 + 0.24% for each \$1 over \$500,000	[(cost-\$500,000) x 0.0024] + \$1,500
\$2,500,001 - \$5,000,000	\$6,300 + 0.20% for each \$1 over \$2.5M	[(cost-\$2,500,000) x 0.0020] + \$6,300
Extractive Industry	638.00	

Calculations for fees for costs > \$5m provided on application

4 CLEARANCE of SUBDIVISIONS

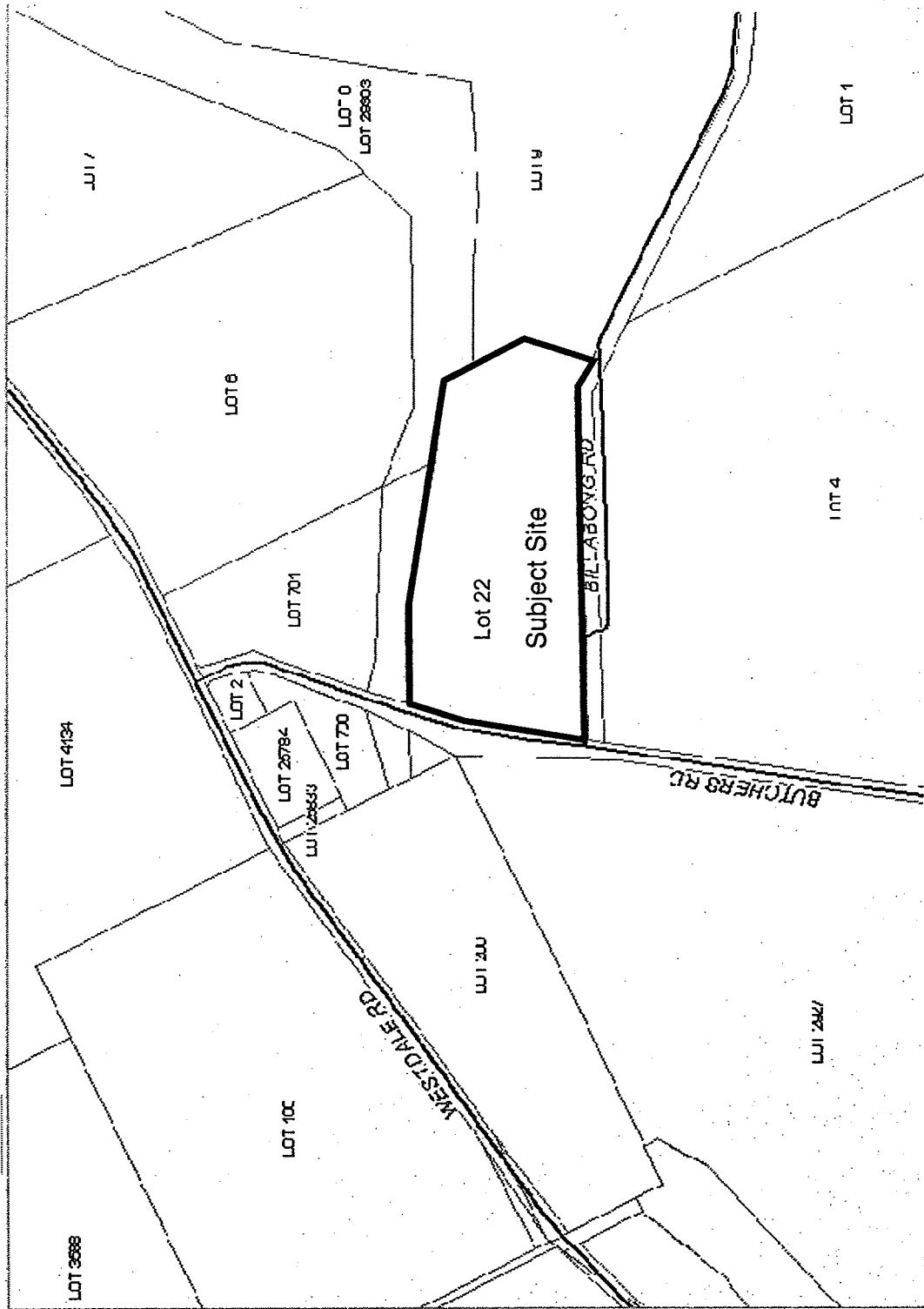
Not more than 5 lots	66.00 per lot
More than 5 lots	
1- 5 lots	66.00 per lot
≥ 6th lot plus	33.00 per lot

5 ADVERTISING and NOTIFICATION COSTS

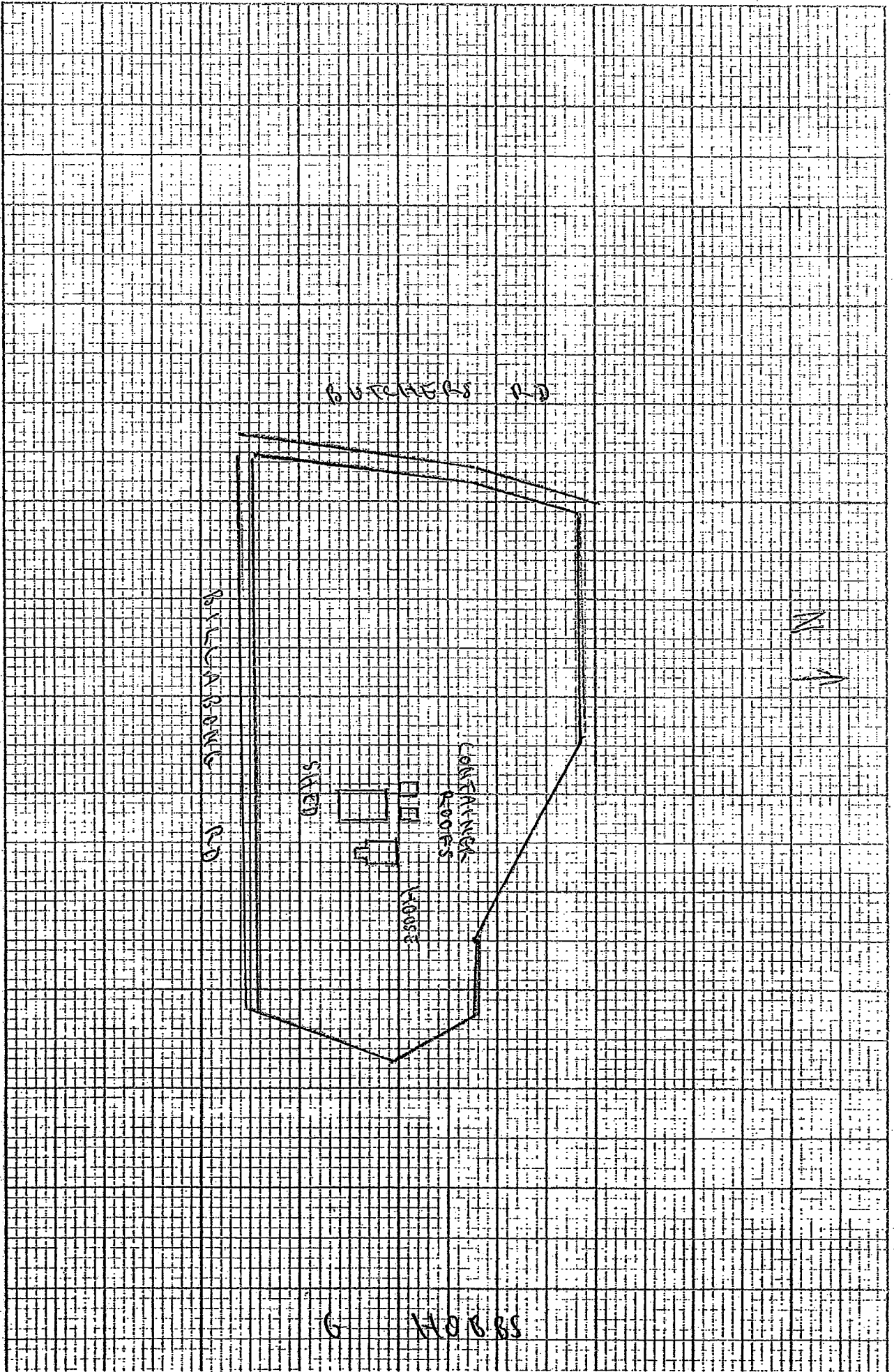
	Borne by applicant
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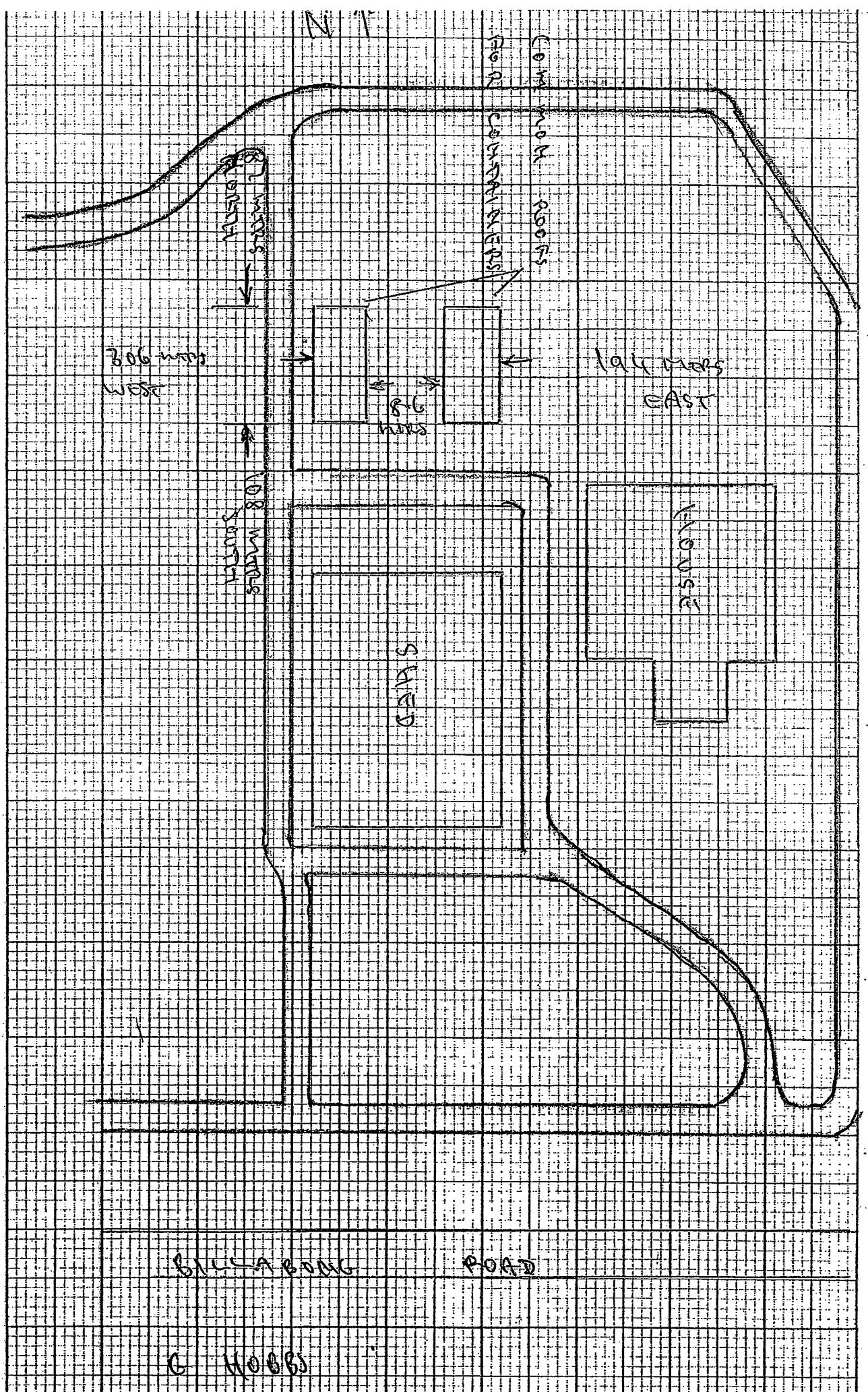
6 WRITTEN PLANNING ADVICE

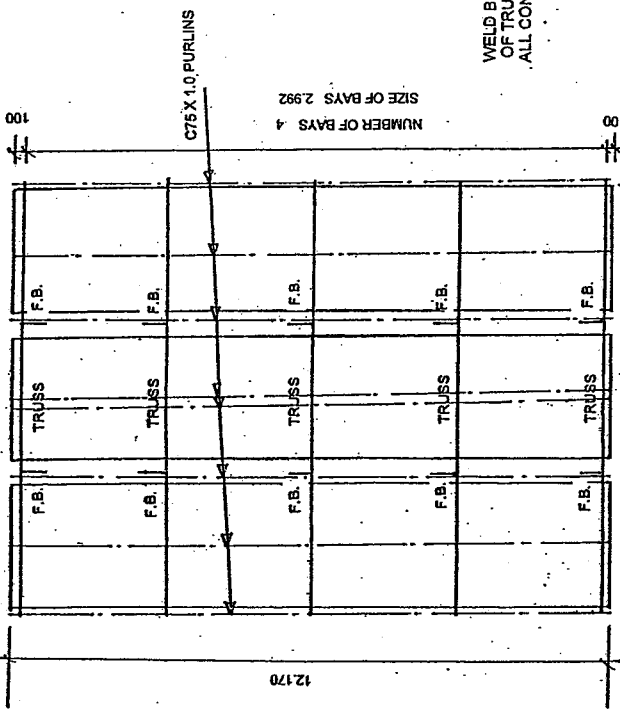
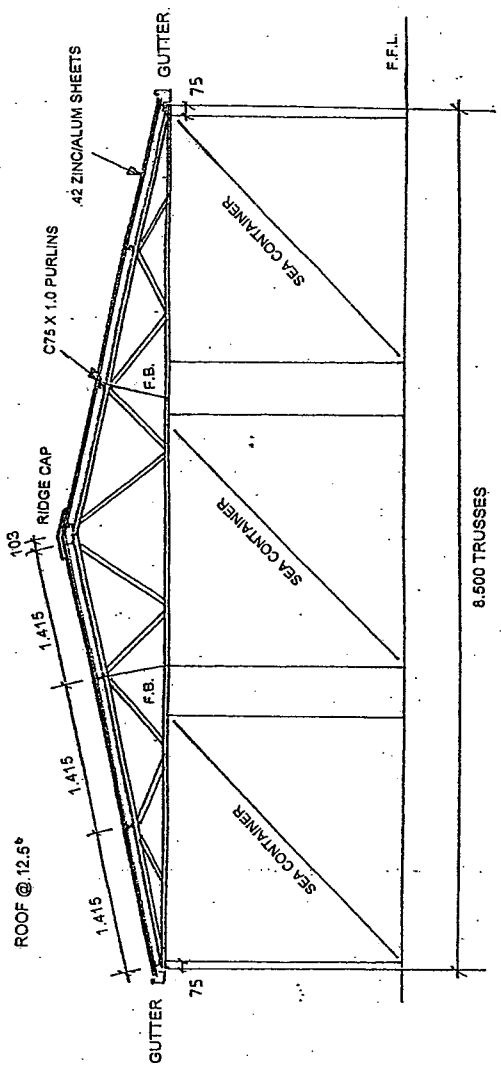
	66.00
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Location Plan







STANDARD REGION 'A' TRUSSES	
TOPCORD	50 X 50 X 5 M.S.A.
BOTTOM CORD	50 X 50 X 5 M.S.A.
WEBBING	40 X 40 X 3 M.S.A.
"	30 X 30 X 3 M.S.A.
FLY BRACE	40 X 40 X 3 M.S.A.

NOTES

All work shall be in accordance with the relevant Australian Codes in particular the following shall apply:
 AS 1111-2000 "ISO metric Hexagon Bolts & Screws"
 AS 4100-1998 "Steel Structures"
 AS 3600-2001 "Concrete Structures"
 AS 1554-2008 "Structural Steel Welding"


This drawing shows general arrangements only. Refer specific queries to the manufacturer in the first instance.

Do not scale from this drawing. Dimensions and details given are nominal only and may be varied to suit particular site conditions.

Ciading shall be in Cbond 0.42 superdeck or equal fixed in accordance with the manufacturers specifications. Flashings shall be 0.04mm ZINCALUM.

All steelwork shall be painted with red oxide zinc chromate (ROZC) or equal.

J.A. WILKIE MIF (ABST)
CONSULTING ENGINEERS
 SIGN: *[Signature]*
 DATE: 19/02/2011



JARVIS & ROGERS LTD.
 ABN 83 008 845 447

1 KEERA COURT, MADDINGTON, W.A. 6109
 Postal Address: P.O. Box 50, Maddington, 6989

TELEPHONE 9459 8077 • 9459 9300
 FAX 9483 1751

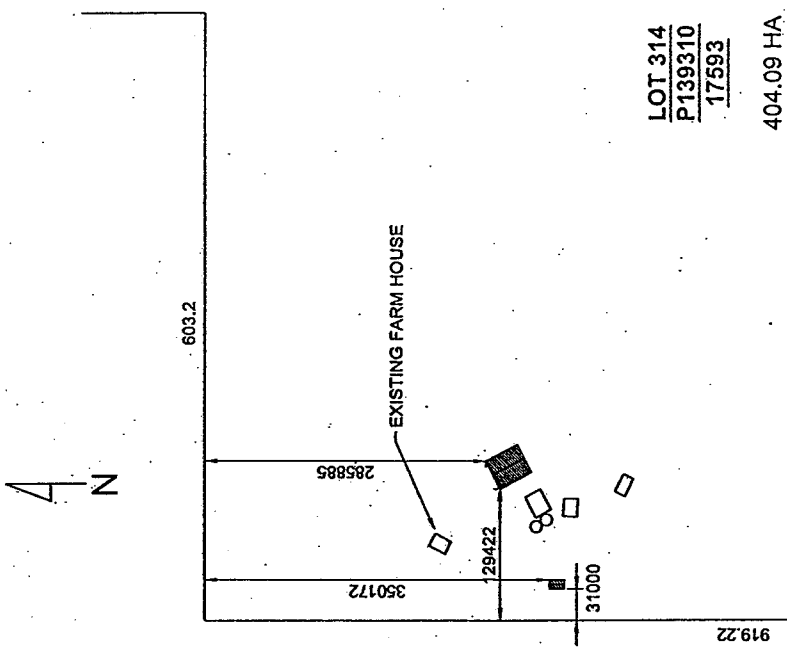
CLIENT: _____

NAME: GRANT HOBBS

ADDRESS: 52 BUTCHERS ROAD
 BEVERLEY

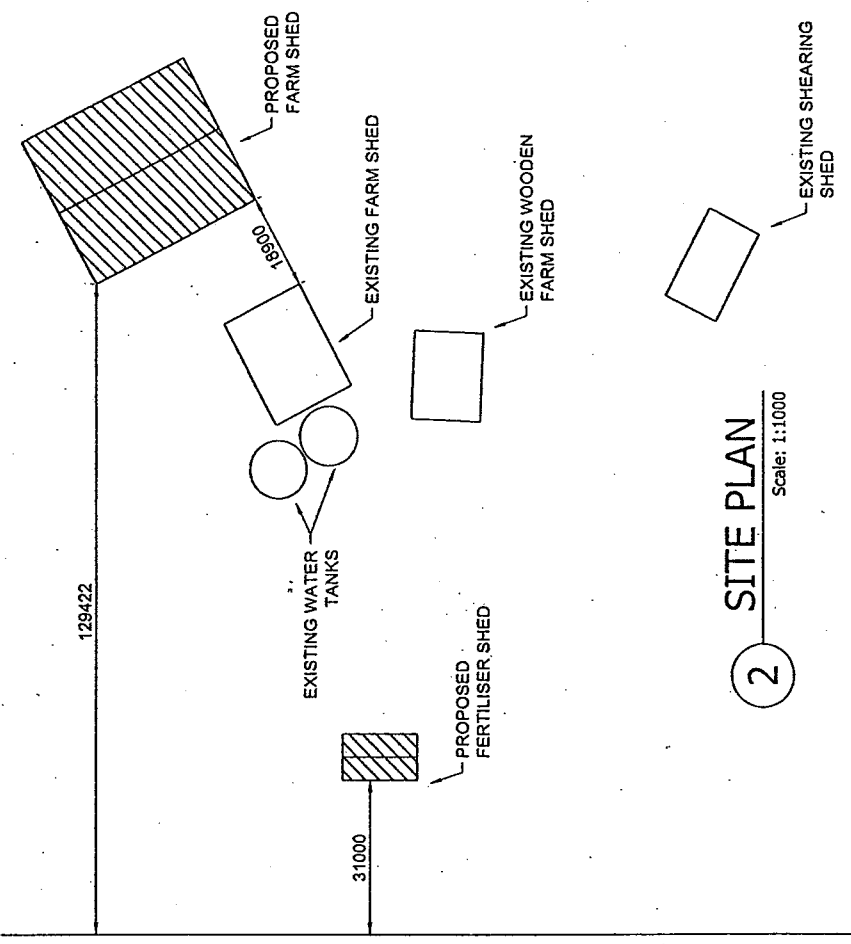
DRAWN BY: B.S.

DATE: 4-3-2011



SITE PLAN
Scale: 1:5000

1



SITE PLAN
Scale: 1:1000

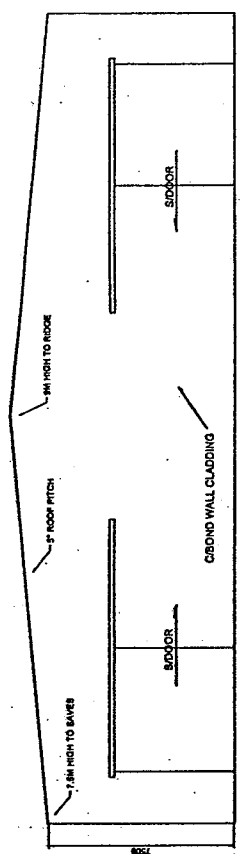
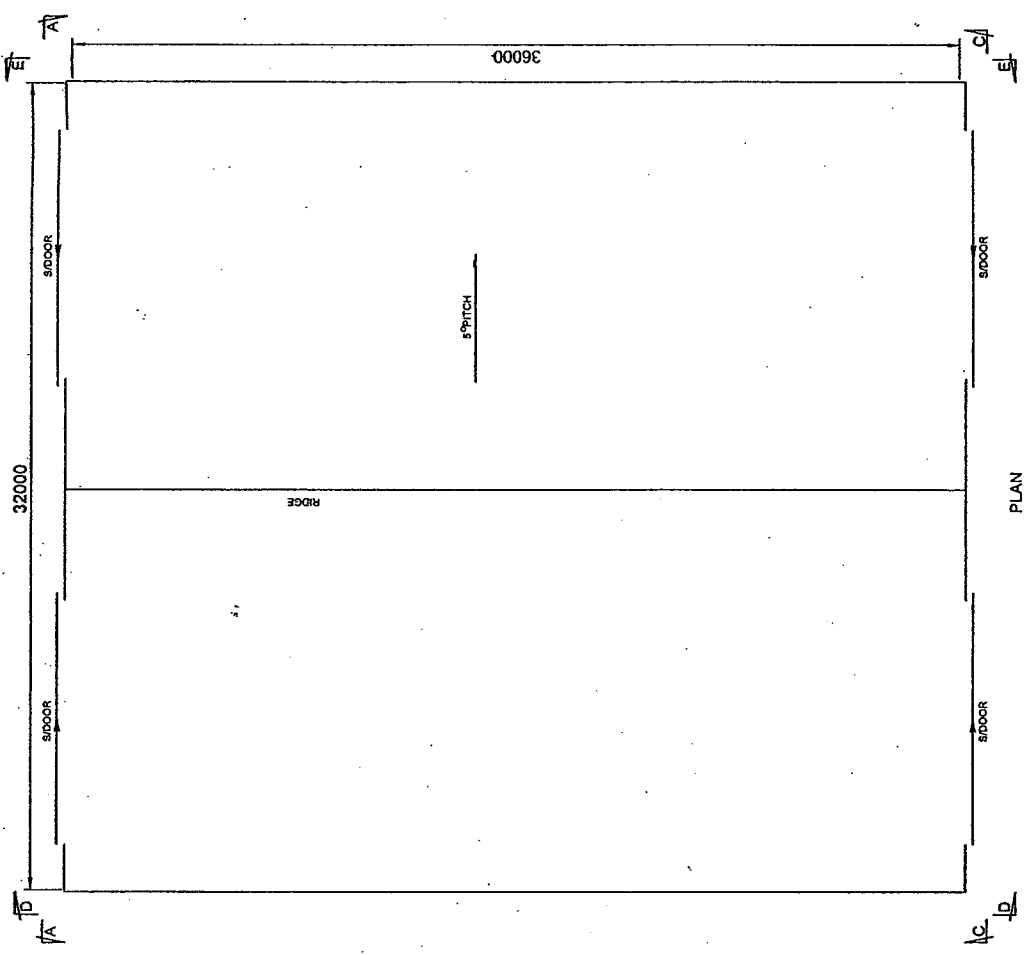
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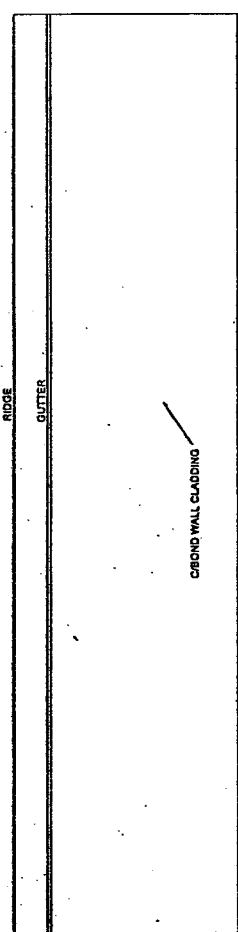
DEMPSTER STEEL
Byfield Street Northam
Western Australia 6401
Tel: (+61 8) 9622 1333
Fax: (+61 8) 9622 3928
Email: construction@dempstersteel.com.au

PROJECT: FERTILISER AND FARM SHED	
CLIENT: HUNTINGFIELD PTY LTD	
DRN: SD	SCALE: AS SHOWN
	DATE: 2/3/10
SITE PLAN	
	DRAWING NO. 1

JONES RD
TO BROOKTON HWY

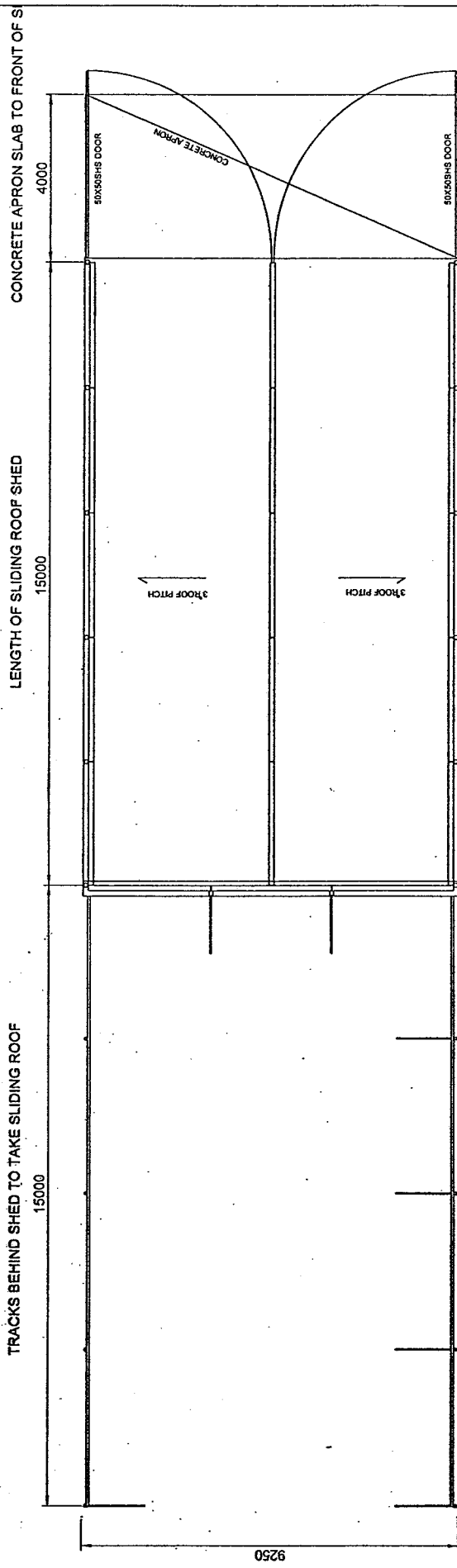


C-C



D-D

PLAN

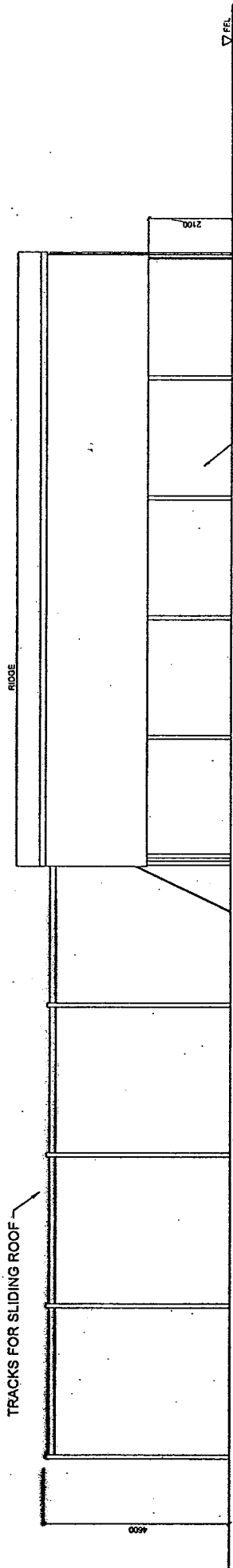


PLAN

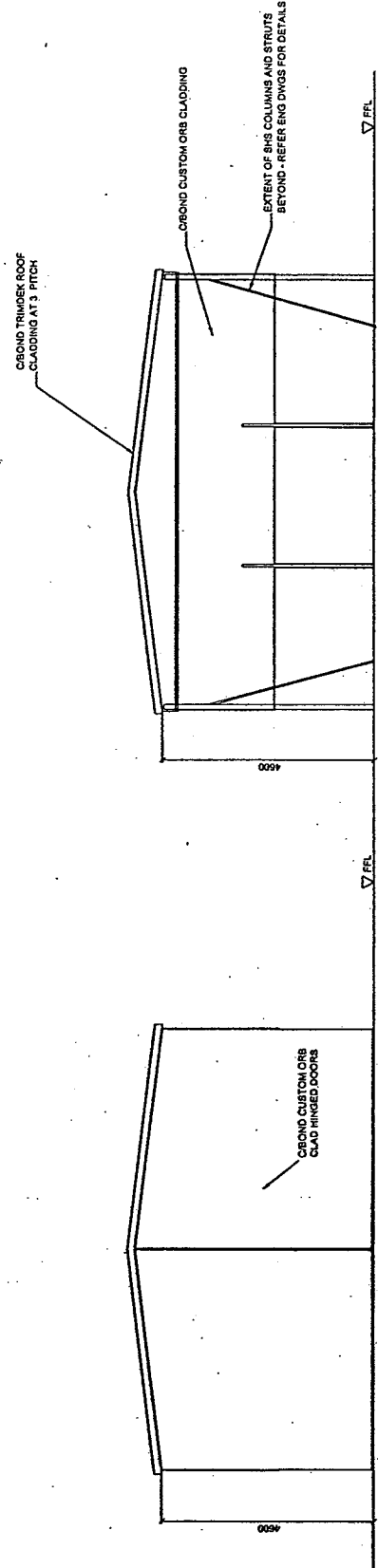


DEMPSTER STEEL
 Byfield Street Northam
 Western Australia 6401
 Tel: (+61 8) 9622 1556
 Fax: (+61 8) 9622 6968
 Email: construction@dempstersteel.com.au

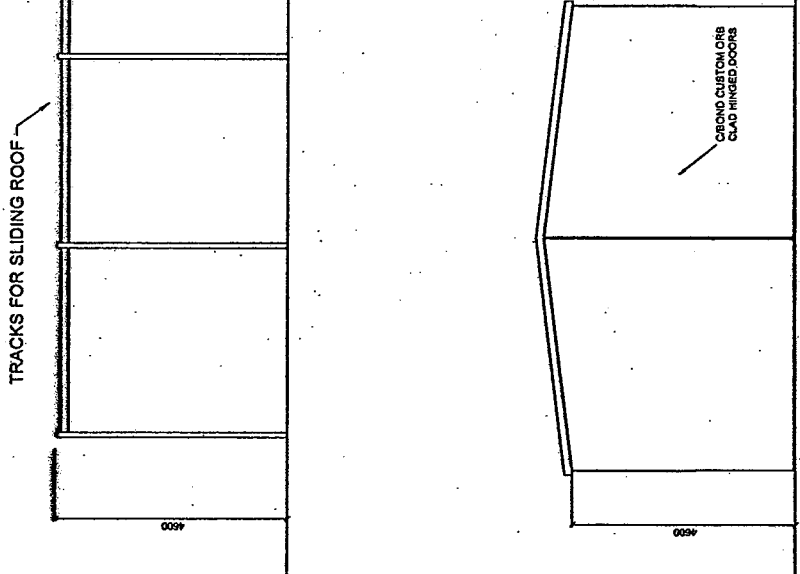
PROJECT: FERTILISER AND FARM SHED			
CLIENT: HUNTINGFIELD PTY LTD			
DRN: SD	SCALE: 1:100	DATE: 2/3/10	DRAWING NO. 5
FERTILISER SHED ARCHITECTURAL PLAN			



SOUTH ELEVATION



WEST ELEVATION

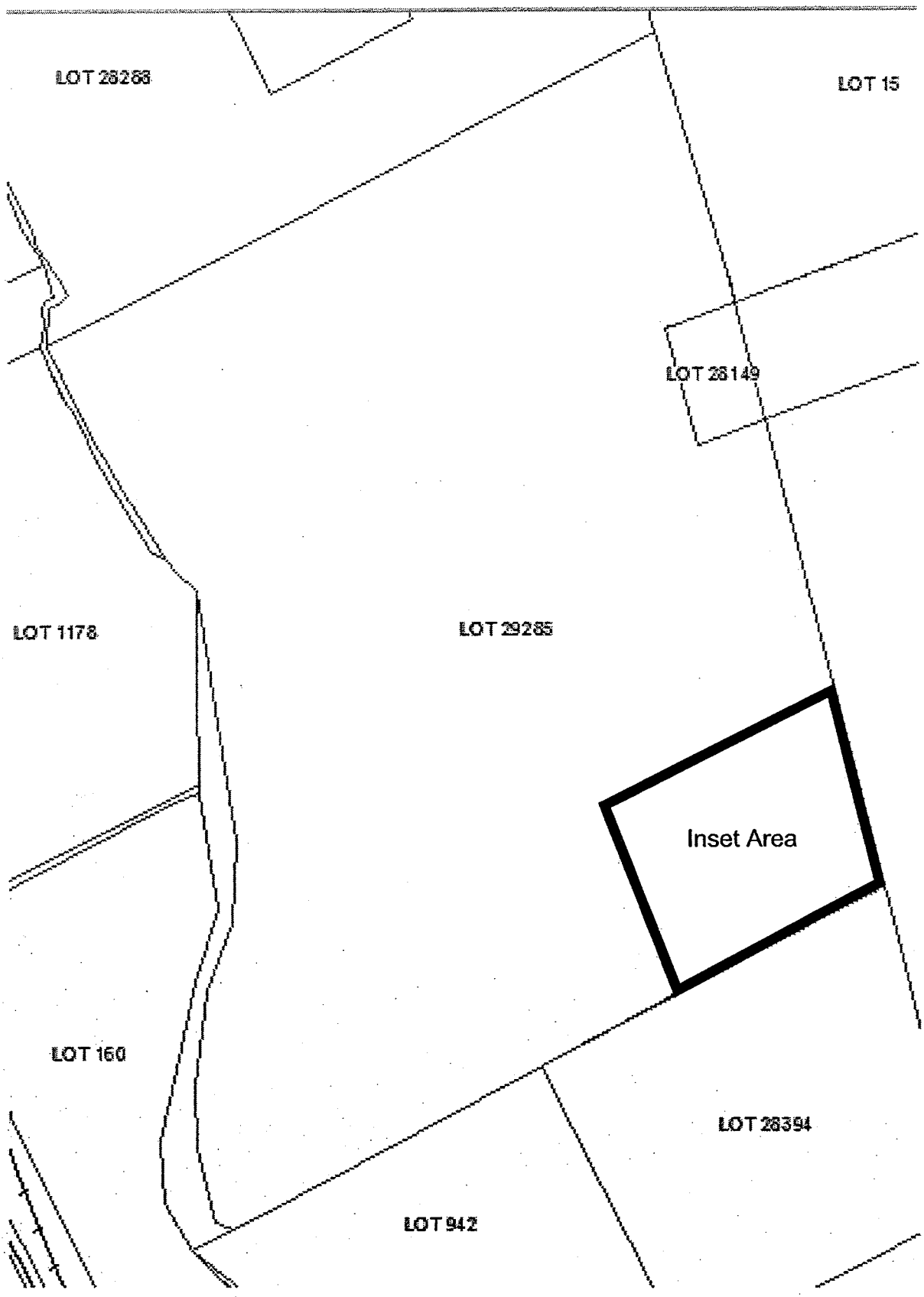


EAST ELEVATION

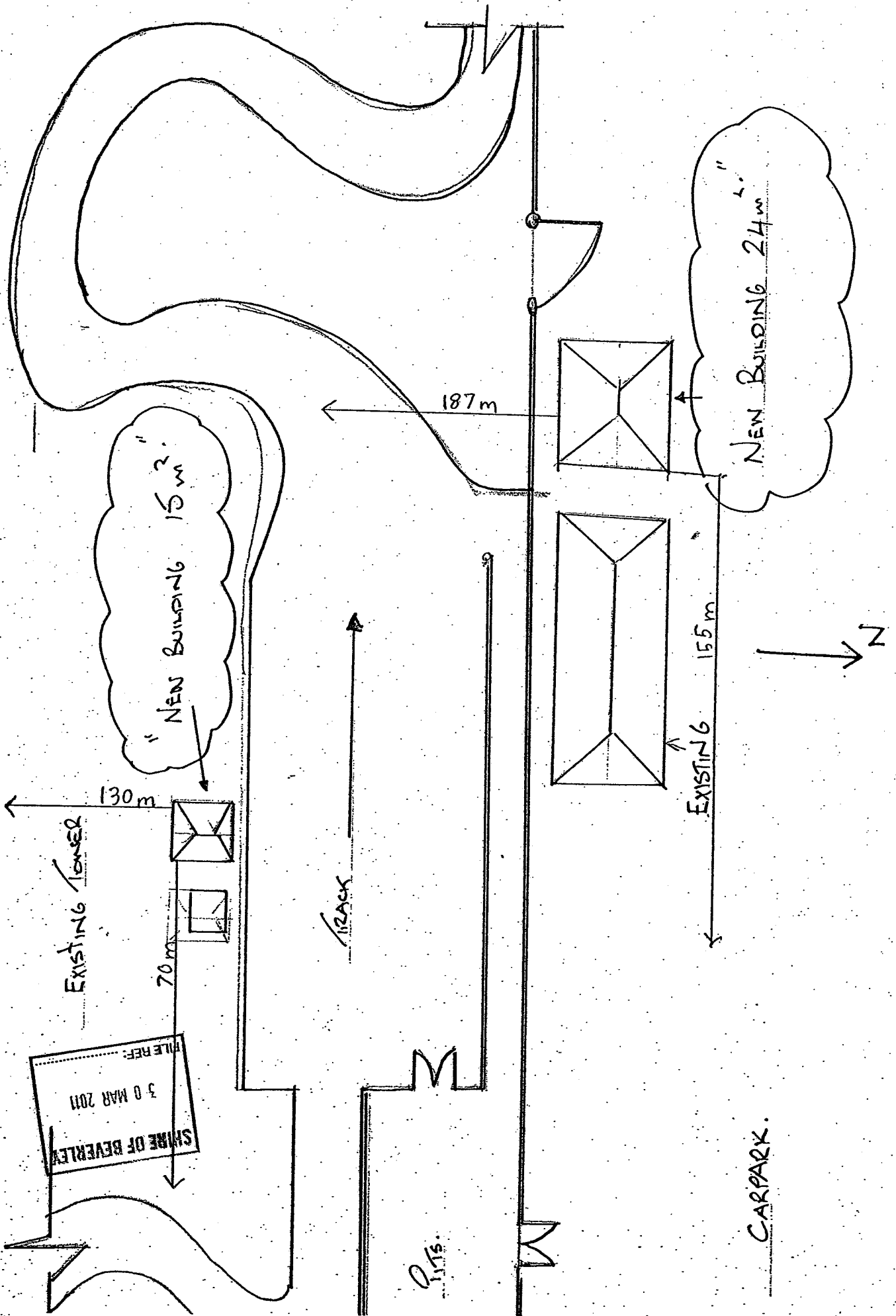


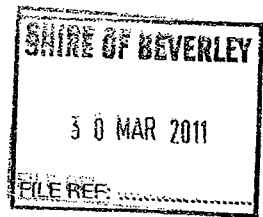
DEMPSTER STEEL
 87 Field Street Northam
 Western Australia 6401
 Tel: (+61 8) 9622 1333
 Fax: (+61 8) 9622 3328
 Email: construction@dempstersteel.com.au

PROJECT: FERTILISER AND FARM SHED	
CLIENT: HUNTINGFIELD PTY LTD	DRAWING NO. 6
DRN: SD	SCALE: 1:200
DATE: 2/3/10	FERTILISER SHED ARCHITECTURAL ELEVATIONS



Site Plan





**Shire of Beverley
136 Vincent Street
Beverley WA 6304**

**Attention: Peter
Planning Department**

Re: Two brick buildings at Beverley Motorcycle Club

Hi Peter,

As discussed earlier please find attached the application for the construction of 2 x brick buildings at the Beverley Motorcycle Club track.

The first building is approx 15m2 in area, whilst the second building is approximately 12m2 with an awning at the front of the building.

Both of these buildings are required for extra facilities to be used for the upcoming Junior State Round of Moto Cross to be held in June 2011.

Both buildings will be professionally constructed of a brick and steel roof construction. The brick walls will be hand rendered to a professional finish.

A Building Licence has also been submitted for the issue of a Building Licence for the two buildings.

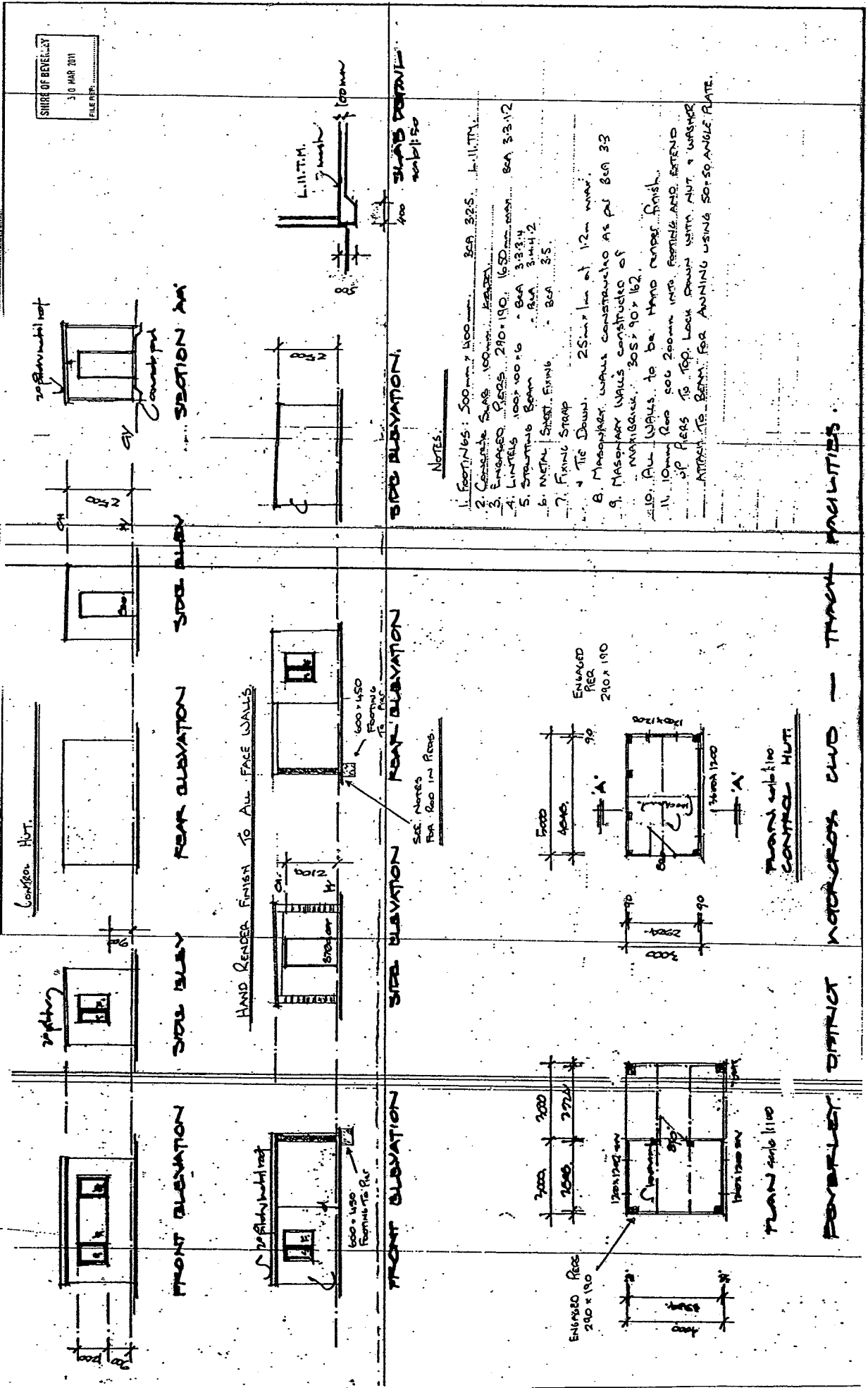
It is the Clubs intention to ensure that all buildings will be constructed to a professional standard to promote the Beverley Motorcycle Club and to attract new and existing riders and families to the Beverley area.

If you require any further information please contact me on 0488769959 or my email Clinton.Ayoub@wanneroo.wa.gov.au

Regards

Clint Ayoub

A handwritten signature in black ink, appearing to read "Clint Ayoub".



FRONT ELEVATION

SECTION AA

REAR ELEVATION

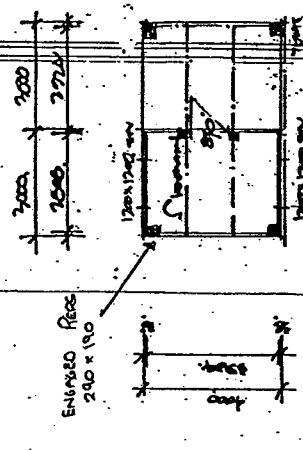
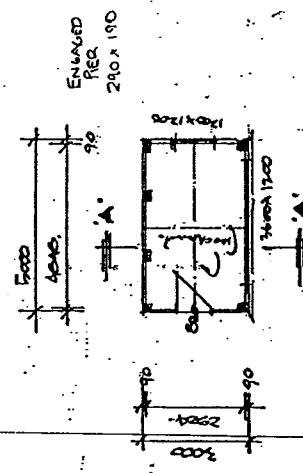
SIDE ELEVATION

FRONT ELEVATION

SIDE ELEVATION

SIDE ELEVATION

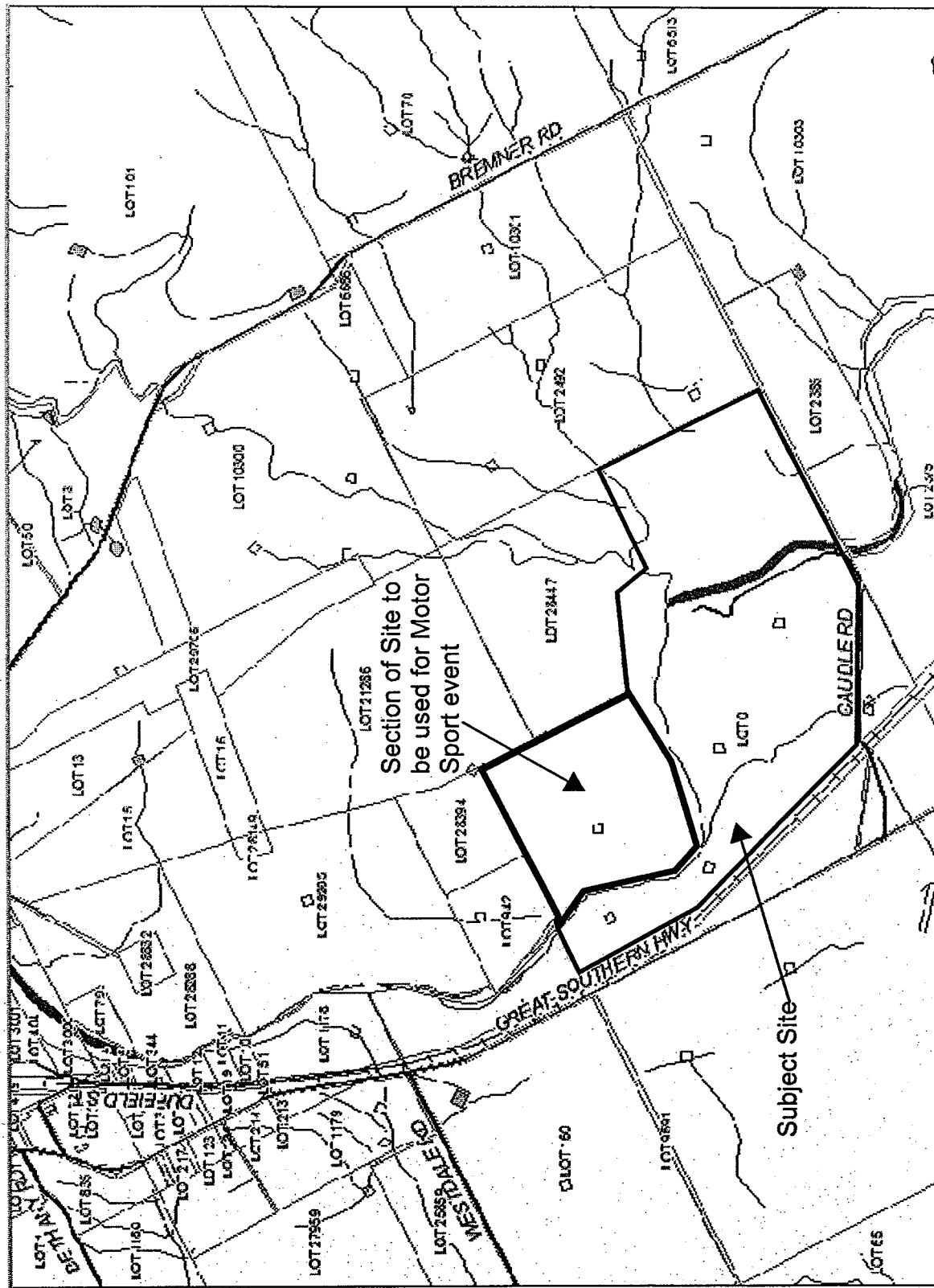
- NOTES:
1. FOOTINGS: 500mm x 1500mm - BEA 33.5
 2. CONCRETE SLAB: 100mm - BEA 33.5
 3. ENGAGED PIERS: 240x190 - 16SD - BEA 33.12
 4. LINTELS: 100x100x6 - BEA 33.34
 5. STRUCTURAL BEAM: 100x100x6 - BEA 33.12
 6. METAL SHEET FINISH - BEA 33.5
 7. FRAME STRAP & TIE DOWN: 25mm x 1m at 12m max.
 8. MASONRY WALLS CONSTRUCTION AS PER BEA 33
 9. MASONRY WALLS CONSTRUCTED OF BRICKWORK: 305x90x62
 10. ALL WALLS TO BE THIN RENDU FINISH
 11. 10mm COP 500 200mm INTO FORMER AND EXTEND UP PIERS TO TOP. LOCK DOWN WITH NUT & WASHER
 12. ATTACH TO BEAM FOR ANCHORING USING 50:50 ANGLE PLATE.



PLAN WITH NO CONTROL HUT





PLAN WITH NO CONTROL HUT

DISTRICT MOTORWAY END - TRUCK FACILITIES



Location Plan



-  Fire Extinguisher
-  First Aid Point
-  Ablutions
-  Traffic Flow

Scale 1:5000

Planner

From: Josh Hare [holdenman92@hotmail.com]
Sent: Wednesday, 6 April 2011 1:01 PM
To: planner@beverley.wa.gov.au
Subject: Scouts WA Planning Approval

Hi Peter,

Thank you for your phone call today.

Below is a description of the Scout event we are running;

On the weekend of the 6th – 8th May 2011 the Scout Association of Australia WA Branch – Rover Section will be holding a Khanacross Motor Sport event named Roverkhana. Roverkhana is a low speed technical driving event operated under controlled conditions and complete guidelines and support of the Confederation of Australian Motor Sport (CAMS). This event is open to a maximum of 10 vehicles and a maximum of 3x drivers per vehicle and is held at the Beverley Off Road Motor Sport Association. Our event runs a series of short motor racing tests using pre-defined BORMSA test tracks. This is the second Roverkhana held, with the first held at the same location in April 2010. Camping during the event is preferably held on site as per the planning approval forms attached to allow for interaction and bonding between members of the Scout Association. All persons on site are completely self-sufficient for a weekend camp and the site will be left cleaner than when we arrived.

Event Operation:

Event Open/Competitors and Officials Arrive onwards	Friday 6 th of May 2011 at 6pm
Documentation/Scrutiny Commences 8.00am	Saturday 7 th of May 2011 at
Documentation/Scrutiny Finishes 9.30am	Saturday 7 th of May 2011 at
Driver's Briefing 9.45am	Saturday 7 th of May 2011 at
First Motor Test Opens 10.30am	Saturday 7 th of May 2011 at
Last Motor Test Closes 5.00pm	Saturday 7 th of May 2011 at
First Motor Test Opens 9.00am	Sunday 8 th of May 2011 at
Last Motor Test Finishes 12.00pm	Sunday 8 th of May 2011 at
Event Closed / Competitors and Officials Leave 1.30pm	Sunday 8 th of May 2011 at

I hope this information is sufficient. Please do not hesitate to contact me if I can provide any more details on the operation and background of our event.

Thank you for your assistance in making this event a success.
I look forward to speaking with you soon.

Best Regards
Josh Hare
Rover Scout Motorsport – Club President
Scouts WA



WESTERN AUSTRALIAN ROVER COUNCIL

Baden-Powell House
581 Murray Street
WEST PERTH WA 6005

PO Box 467
WEST PERTH WA 6872

www.warovers.com.au
enquiries@warovers.com.au



To Whom it May Concern,

ADDITIONAL INFORMATION TO PLANNING APPLICATION

Number of Persons Attending:

At this stage we are looking at having approximately 50 people attending the event. This includes around 5 officials.

Dates and Times of the Event:

The event will begin on the evening of Friday the 6th of May and conclude on the afternoon of Sunday the 8th of May. Motor racing times will be limited to daylight hours only.

Fire Management:

The Scout Association of Australia Western Australian Branch observes all State Fire Danger ratings. As part of the risk management all events of this nature are required to have fire extinguishers available at various locations around the site and notification if given to the local Fire and Emergency Services Authority.

First Aid:

Under the guidelines for an event of this nature the Confederation of Australian Motorsport does not require a dedicated first aid post or vehicle; however the Scout Association of Australia Western Australian Branch takes a proactive approach to the safety of its members and as such will have a dedicated first aid officer on site for the duration of the event.

Traffic Management:

Traffic Management is specific to the site and will be coordinated by experienced personal. The team of people organising this event has had previous experience with managing events held in the City of Perth (over 2500 people in attendance) and at various locations around Western Australia for the past 10 years with some 300 people in attendance. Traffic management will include the introduction of one way roads once inside the BORMSA Motorplex.

Parking:



SCOUTS

Creating a Better World

65

For the approximate 40 or so cars that are likely to be at the event for the entire duration of the event a dedicated parking area will be arranged inside the BORMSA Motorplex.

Temporary Structures:

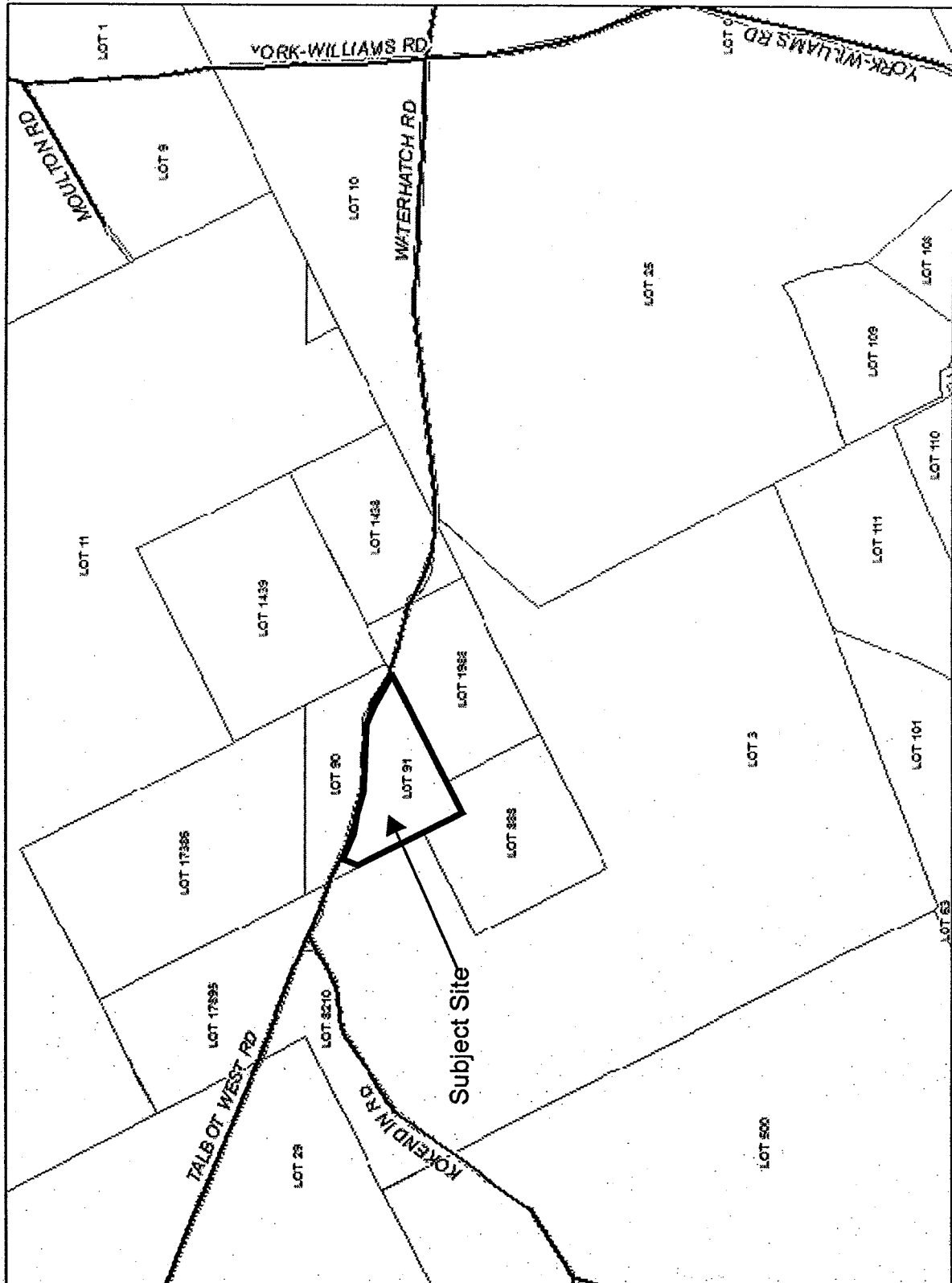
Personal Tents will be the main structure erected at the site.

Further enquiries:

Josh Hare

Rover Scout Motorsport President of the Western Australian Rover Council

Mob: 0431 963 680

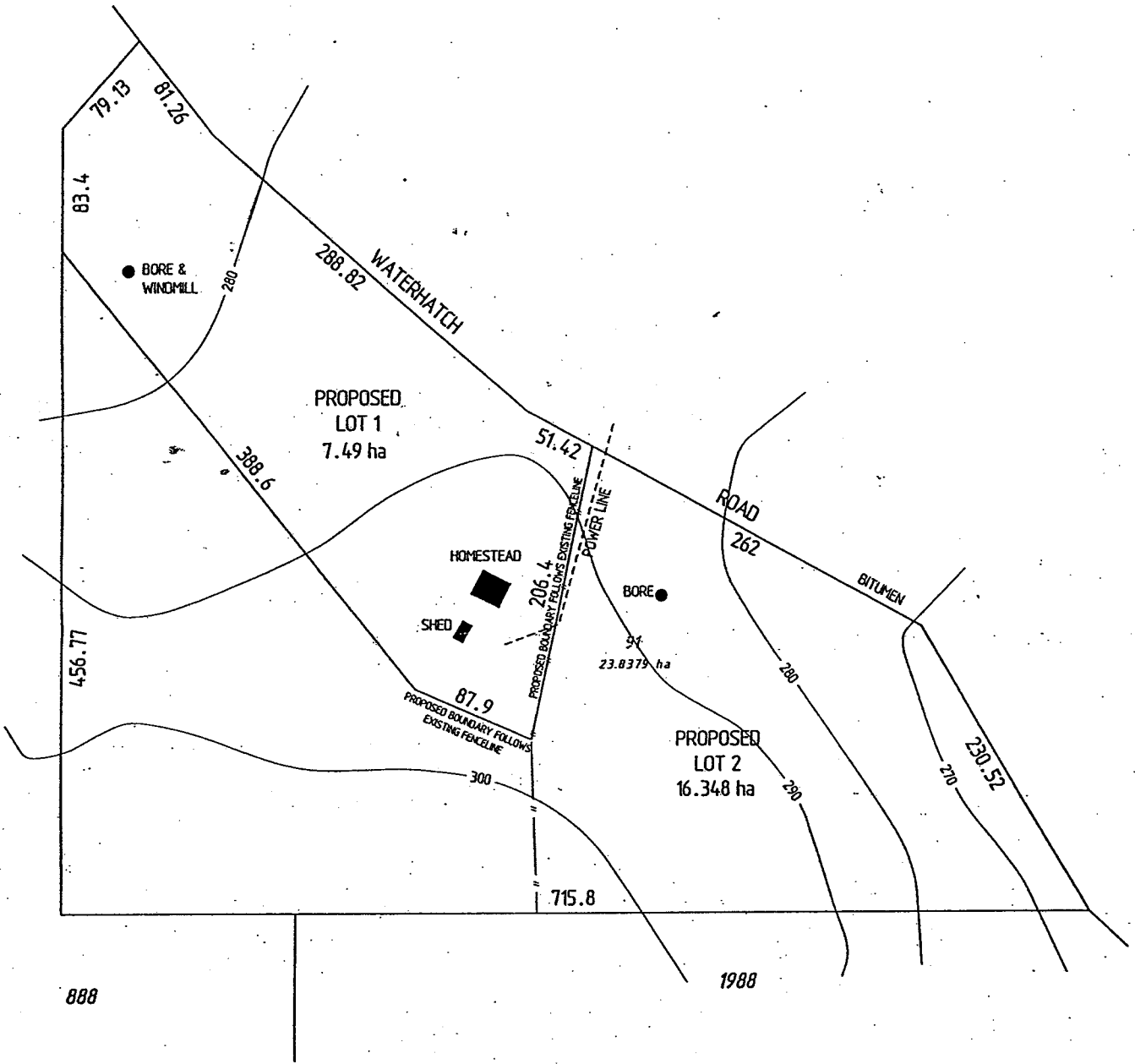


Location Plan

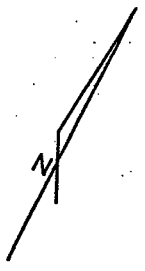
PROPOSED HOMESTEAD LOT LOT 91 ON D80485



ACN 054 353 687
ABN 11 054 353 687
Alan Marsh (Director)
L.S., A.I.T., M.I.S.



NOTE: ALL BUILDINGS ARE TO BE RETAINED



DATE: 17-3-2011
CONTOUR INTERVAL: 10 METRES
DATUM: AHD
NOTE: ALL DIMENSIONS AND AREAS ARE SUBJECT TO SURVEY

SCALE 1:3000

25 Wheatley Street GOSNELLS WA 6110 Post Office Box 355 GOSNELLS WA 6990
Mobile: 0438 582 441 A.Marsh (Residence) 9398 7881 Email: aj.marsh@westnet.com.au

dw-fs ref: 1103-67

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
Liability Chq		03/03/2011	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 02 MAR 11	0.00	0.00
Liability Chq		03/03/2011	COLONIAL FIRST STATE-MOULTON CLARE	SUPER CONTRIB: FE 02 MAR 11	0.00	0.00
Liability Chq		03/03/2011	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 02 MAR 11	0.00	0.00
Liability Chq		03/03/2011	ING - LEONHARDT SCOTT	SUPER CONTRIB: FE 02 MAR 11	0.00	0.00
Liability Chq		03/03/2011	WALGSP - SUPER	SUPER CONTRIB: FE 02 MAR 11	0.00	0.00
EFT Pymt		04/03/2011	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 02 MAR 11	-182.59	
EFT Pymt		04/03/2011	COLONIAL FIRST STATE-MOULTON CLARE	SUPER CONTRIB: FE 02 MAR 11	-47.00	
EFT Pymt		04/03/2011	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 02 MAR 11	-136.64	
EFT Pymt		04/03/2011	FUEL DISTRIBUTORS OF WA P/L	7,000 L DIESEL & 1,000 L ULP	-11,256.00	
EFT Pymt		04/03/2011	ING - LEONHARDT SCOTT	SUPER CONTRIB: FE 02 MAR 11	-144.22	
EFT Pymt		04/03/2011	KAY LYN	YOUTH COORDINATOR: 21 - 26 FEB 11	-450.00	
EFT Pymt		04/03/2011	LEONHARDT KARINA	MAR 11 BLARNEY ISSUE	-700.00	
EFT Pymt		04/03/2011	LEWIS ALISON	2011-03 MAR BLARNEY ISSUES	-200.00	
EFT Pymt		04/03/2011	WALGSP - SUPER	SUPER CONTRIB: FE 02 MAR 11	-6,521.31	-19,637.76
EFT Pymt		14/03/2011	AIMS	FUEL TAX CREDIT: JAN 11 & FEB 11	-285.34	
EFT Pymt		14/03/2011	ARONS CRUSADE	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-1,000.00	
EFT Pymt		14/03/2011	AV TECHNOLOGIES WA	RLWY STN GALLERY - GRANT: PROJECTOR & HANGING SCREEN	-3,124.00	

CHQ LISTINGS 2010-2011.xlsx - MAR 11

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
EFT Pymt		14/03/2011	AVON EXPRESS - STANFIELD COBB	FREIGHT CHARGES - FEB 2011	-44.00	
EFT Pymt		14/03/2011	AVON TRADING	FEB 2011 HARDWARE SUPPLIES	-1,400.34	
EFT Pymt		14/03/2011	AVON WASTE	2434 BIN COLLECTS ME 11 MAR 11 - @ \$1.62 PER BIN, GST INC & RECYCLING BINS	-4,214.60	
EFT Pymt		14/03/2011	BEV BED & BREAKFAST	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-170.00	
EFT Pymt		14/03/2011	BEV COUNTRY KITCHEN	FAREWELL: JOHN WILLEY - 04 OCT 11	-448.50	
EFT Pymt		14/03/2011	BEV DISTRICT HIGH SCHOOL	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-60.00	
EFT Pymt		14/03/2011	BEV ELECT SERVICES (SMITH K)	RLWTY STN ART GALLERY: STAGE, 32 AMP OUTLET	-577.50	
EFT Pymt		14/03/2011	BEV IGA	FEB 2011 PURCHASES	-999.06	
EFT Pymt		14/03/2011	BEV NEWS - Barry & Pauline	FEB 2011 ACCOUNT	-1,843.10	
EFT Pymt		14/03/2011	BEV STEEL FABRICATION	VARIOUS MATERIALS	-318.53	
EFT Pymt		14/03/2011	BGC CEMENT	VARIOUS ROADS: GREY CEMENT, FAST SETTING CONCRETE, PALLET FEE	-1,378.17	
EFT Pymt		14/03/2011	BOC LIMITED	FEB 2011: CYLINDER RENTAL	-67.87	
EFT Pymt		14/03/2011	BORAL CONSTRUCTION MATERIALS	DALE KOKEBY RD: BITUMENISING	-5,054.94	
EFT Pymt		14/03/2011	BOUNCY FUN CASTLES	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-400.00	
EFT Pymt		14/03/2011	BUNNINGS BUILDING SUPPLIES P/L	HARDWARE PURCHASE	-96.42	
EFT Pymt		14/03/2011	CONIGLIO AINSWORTH ARCHITECTS	INDEPENDENT LIVING UNITS - ARCHITECTURAL SERVICES	-2,002.40	
EFT Pymt		14/03/2011	COUNTRY COPIERS NORTHAM	READING: 06 JAN - 25 FEB 11	-600.62	
EFT Pymt		14/03/2011	COURIER AUSTRALIA/TOLL IPEC	FREIGHT CHARGES: 24 FEB 2011	-17.62	

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
EFT Pymt		14/03/2011	DAZZLIN' DEB'S FACE PAINTING	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-165.00	
EFT Pymt		14/03/2011	DCA - DOMINIC CARBONE & ASSOC	FORWARD CAPITAL WORKS PLAN PREPARATION	-19,195.00	
EFT Pymt		14/03/2011	FREEMASONS TAVERN - KEPAJE UNIT TRUST ORD COUNCIL MEET: 22 FEB 11		-321.00	
EFT Pymt		14/03/2011	FULTON HOGAN INDUSTRIES	500KG EZ STREET: WESTDALE & YORK WILLIAMS ROADS	-2,816.00	
EFT Pymt		14/03/2011	HEMPFIELD SMALL MOTORS	ASSET: 8665 - 2 X CHAINSAWS	-2,080.00	
EFT Pymt		14/03/2011	HITACHI CONSTRUCTION MACHINERY (AUST, BE 036 (LDRO4): PARTS		-680.82	
EFT Pymt		14/03/2011	HOTEL BEV - MAXWELL	TOWN PLANNING SCHEME SEMINAR - 24 FEB 11	-455.50	
EFT Pymt		14/03/2011	JASOL AUSTRALIA	VARIOUS CLEANING PRODUCTS	-1,256.99	
EFT Pymt		14/03/2011	JASON SIGNMAKERS	RURAL ROAD NUMBERING	-511.50	
EFT Pymt		14/03/2011	JURIEN SURVEY'S / FR RODDA & CO	MORNING ROAD: SURVEYING	-7,561.40	
EFT Pymt		14/03/2011	KAY Lyn	YOUTH COORDINATOR: 28 FEB - 05 MAR 11	-450.00	
EFT Pymt		14/03/2011	KNIGHT SHIFT	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-900.00	
EFT Pymt		14/03/2011	LANDGATE (DOLA)	TITLE SEARCHES	-19.00	
EFT Pymt		14/03/2011	LANDGATE (VGO)	VALUATION FEES: 25 DEC 10 TO 18 FEB 11	-109.05	
EFT Pymt		14/03/2011	LITTLE ECO HILL	STORM DAMAGE - AMENITIES BUILDING	-3,635.50	
EFT Pymt		14/03/2011	LYNDON GROVER - PAINTER & DECORATOR	RLWY STN ART GALLERY: PAINTING CHANGEROOMS	-2,080.00	
EFT Pymt		14/03/2011	MSA CONSTRUCTION	2011-02 FEB: RELIEF "BUILDING INSPECTOR"	-5,346.00	
EFT Pymt		14/03/2011	NORM REYNOLDS RETRAVISION	RETIREMENT GIFT: JOHN WILLEY	-990.00	

CHQ LISTINGS 2010-2011.xlsx - MAR 11

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
EFT Pymt		14/03/2011	ORICA/SPECTRUM	2011-02 FEB CHLORINE CYLINDER RENTAL (ORICA)	-70.22	
EFT Pymt		14/03/2011	PCS - PERFECT COMPUTER SOLUTIONS	COMPUTER SUPPORT	-558.25	
EFT Pymt		14/03/2011	PPCA	LIC 6364111 (EXP 31 MAR 2012)	-75.79	
EFT Pymt		14/03/2011	QUAIRADING EARTHMOVING	VARIOUS ROADS: PUSHING GRAVEL	-10,923.00	
EFT Pymt		14/03/2011	QUICK CORP AUST	FEB 11 STATIONERY ORDER	-28.25	
EFT Pymt		14/03/2011	R F FISHER & CO	FIRE ASSISTANCE - 30 JAN 2011	-550.00	
EFT Pymt		14/03/2011	ROCLA PIPELINE PRODUCTS	VARIOUS: CROSSOVER PIPING	-12,918.09	
EFT Pymt		14/03/2011	RONDO	500 PLASTIC GUIDE POSTS	-6,325.00	
EFT Pymt		14/03/2011	SPECIALISED TREE LOPPING	STORM DAMAGE 29 JAN 11: VARIOUS AREAS	-17,291.00	
EFT Pymt		14/03/2011	STREAMLINE BRICKPAVING	5 WRIGHT ST: FENCING	-1,574.10	
EFT Pymt		14/03/2011	T-BONE & SON (KJ COATES)	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-156.13	
EFT Pymt		14/03/2011	TECHNIFIRE 2000	FIRE CONTROL: PARTS	-176.38	
EFT Pymt		14/03/2011	WALGA - WA LOCAL GOVERNMENT ASSOCIA 2 X LOC GOVT DIRECTORIES		-91.50	
EFT Pymt		14/03/2011	WILLEYS TRADING POST	RURAL NUMBERING & DOG FOOD	-329.00	
EFT Pymt		14/03/2011	WORMALD FIRE SYSTEMS	SERVICING OF FIRE EXTINGUISHERS	-1,029.60	
Liability Chq		17/03/2011	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 16 MAR 11	0.00	0.00
Liability Chq		17/03/2011	COLONIAL FIRST STATE-MOULTON CLARE	SUPER CONTRIB: FE 16 MAR 11	0.00	0.00
Liability Chq		17/03/2011	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 16 MAR 11	0.00	0.00

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
Liability Chq		17/03/2011	ING - LEONHARDT Scott	SUPER CONTRIB: FE 16 MAR 11	0.00	0.00
Liability Chq		17/03/2011	WALGSP - SUPER	SUPER CONTRIB: FE 16 MAR 11	0.00	0.00
EFT Pymt		21/03/2011	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 16 MAR 11	-182.59	
EFT Pymt		21/03/2011	COLONIAL FIRST STATE-MOULTON Claire	SUPER CONTRIB: FE 16 MAR 11	-143.32	
EFT Pymt		21/03/2011	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 16 MAR 11	-218.27	
EFT Pymt		21/03/2011	ING - LEONHARDT Scott	SUPER CONTRIB: FE 16 MAR 11	-143.16	
EFT Pymt		21/03/2011	KAY Lyn	YOUTH COORDINATOR: 07 - 18 MAR 11	-900.00	
EFT Pymt		21/03/2011	MCINTOSH & SON	ASSET 8666 - BEO38 SKID STEER	-29,370.00	
EFT Pymt		21/03/2011	WALGSP - SUPER	SUPER CONTRIB: FE 17 MAR 11	-8,897.45	
EFT Pymt		21/03/2011	WINSOR Russeil	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-900.00	-40,754.79
EFT Pymt		24/03/2011	AUTOPRO NORTHAM	VARIOUS PARTS	-344.10	
EFT Pymt		24/03/2011	AVON TRACTOR & IMPLEMENT NORTHAM	BEO30 (BHO2): PARTS	-178.96	
EFT Pymt		24/03/2011	BEV ART GALLERY SOCIETY (BAGS)	BEV RLWY ART GALLERY - DONATION GALA OPENING	-2,000.00	
EFT Pymt		24/03/2011	BEV ELECT SERVICES (SMITH K)	STORM DAMAGE 29 JAN 11 - AMENITIES BLDG & ADMIN BLDG	-462.00	
EFT Pymt		24/03/2011	BEV GAS & PLUMBING	AVON FORESHORE: REPAIR BBQ	-132.00	
EFT Pymt		24/03/2011	BEV STEEL FABRICATION	VARIOUS MATERIALS	-144.91	
EFT Pymt		24/03/2011	BLECHY'S TYRE & BATTERY	FEB 11 - TYRE MAINTENANCE	-800.00	
EFT Pymt		24/03/2011	BOUNCY FUN CASTLES	REJECTED EFT FROM 14 MAR 11. TO BE REISSUED.	-400.00	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
EFT Pymt		24/03/2011	BUNNINGS BUILDING SUPPLIES P/L	HARDWARE PURCHASES	-667.29	
EFT Pymt		24/03/2011	CAS - CONTRACT AQUATIC SERVICES	POOL: CHEMICAL SUPPLIES	-1,980.00	
EFT Pymt		24/03/2011	CID CONSULTANTS	DGRANT: MORBINING RD - REALIGN ROAD & BRIDGE	-4,950.00	
EFT Pymt		24/03/2011	DPT ENVIRON & CONSERVATION	REFUSE SITE LICENSING	-1,343.48	
EFT Pymt		24/03/2011	FERART	TOWN PLANNING SCHEME SEMINAR - 24 FEB 11	-1,250.00	
EFT Pymt		24/03/2011	FUEL DISTRIBUTORS OF WA P/L	6,000 L DIESEL	-8,981.40	
EFT Pymt		24/03/2011	JAS Richard	VARIOUS REPAIRS & PARTS	-1,030.95	
EFT Pymt		24/03/2011	LGMA	CONFERENCE: A DAY WITH DR INGRID BURKETT - 23 MAR 11	-270.00	
EFT Pymt		24/03/2011	MAJOR MOTORS PTY LTD	PARTS: VARIOUS VEHICLES	-519.19	
EFT Pymt		24/03/2011	MAROCCHI ENGINEERING GROUP	ILU - STRUCTURAL DESIGN, PRINTING, CERTIFICATION	-660.00	
EFT Pymt		24/03/2011	NATWAY FURNITURE & CONSTRUCTIONS	BEV RLWY STN ART GALLERY: WORK to the LATRINES	-1,391.85	
EFT Pymt		24/03/2011	OCEAN BROADBAND	B/BAND - APR to JUN '11: 59 SMITH ST, 136 VINCENT ST, 6 BARNSLEY ST	-659.55	
EFT Pymt		24/03/2011	QUICK CORP AUSTR	ARCHIVING STATIONERY	-490.25	
EFT Pymt		24/03/2011	SHIRE OF BROOKTON	2011-02 FEB: TOWN PLANNING SCHEME	-7,254.09	
EFT Pymt		24/03/2011	SHIRE OF YORK	RANGER SERVICES: ABANDONED VEHICLE - 02 MAR 11	-326.86	
EFT Pymt		24/03/2011	WA REGIONAL TREE SERVICE	STORM DAMAGE - 29 JAN '11: CLEAN UP	-23,584.00	
EFT Pymt		24/03/2011	WILLEYS TRADING POST	SUNDRY PLANT: PARTS	-80.00	
EFT Pymt		24/03/2011	YORK LANDSCAPE SUPPLIES	CPARK CAMPERS KITCHEN: RECON LIMESTONE BLOCKS	-222.00	-60,122.88

CHQ LISTINGS 2010-2011.xlsx - MAR 11

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SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
Direct Debit		25/03/2011	3 MESSAGING	3 MESSAGING: 2011-03 MAR: 0 TXT MSGS	-82.50	-82.50
Liability Chq		30/03/2011	SHIRE OF BEVERLEY	2011-03 MAR SAL DEDUCTIONS (03 MAR): RATES	0.00	0.00
Liability Chq		30/03/2011	SHIRE OF BEVERLEY	2011-03 MAR SAL DEDUCTIONS (17 MAR): RATES	0.00	0.00
Liability Chq		31/03/2011	AGEST - AUST GVT EMP SUPER TRUST	SUPER CONTRIB: FE 30 MAR 11	0.00	0.00
Liability Chq		31/03/2011	ATO - AUSTRALIAN TAX OFFICE	PAYG TAX: MAR 2011	0.00	0.00
Liability Chq		31/03/2011	COLONIAL FIRST STATE-MOULTON CLARE	SUPER CONTRIB: FE 30 MAR 11	0.00	0.00
Liability Chq		31/03/2011	CSRF - CATHOLIC SUPER & RETIREMENT FUN	SUPER CONTRIB: FE 30 MAR 11	0.00	0.00
Liability Chq		31/03/2011	ING - LEONHARDT SCOTT	SUPER CONTRIB: FE 30 MAR 11	0.00	0.00
Liability Chq		31/03/2011	LGRCEU	2011-03 MAR UNION FEES	0.00	0.00
Liability Chq		31/03/2011	SHIRE OF BEVERLEY	2011-03 MAR SAL DEDUCTIONS (31 MAR): RATES	0.00	0.00
Liability Chq		31/03/2011	WALGSP - SUPER	SUPER CONTRIB: FE 30 MAR 11	0.00	0.00
Direct Debit		31/03/2011	CBA - MERCHANT BANKING	FEB 2011 TRANSACTION FEES	-108.05	-108.05
Direct Debit		31/03/2011	CBA - MERCHANT BANKING	FEB 2011 ACCESS FEE	-30.27	-30.27
Direct Debit		31/03/2011	ANZ- ONLINE BANKING/BANK FEES	FEB 2011 FEES	-71.03	-71.03
Direct Debit		31/03/2011	DPI - LICENSING SERVICES	FEB/MAR 11 LICENSING PAYMENTS	-58,445.25	-58,445.25
Direct Debit		31/03/2011	WESTNET PTY LTD	MAR 2011 INTERNET ACCESS	-66.00	-66.00
Cheque *	821	04/03/2011	SYNERGY	2011-02 FEB ELECTRICITY ACCOUNTS	-11,147.85	-11,147.85
Cheque *	822	14/03/2011	AUST POST	FEB 2011 POSTAGE	-515.42	-515.42

CHQ LISTINGS 2010-2011.xlsx - MAR 11

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

		DETAILS			TOTALS	
TYPE	NUM	DATE	NAME		AMT PAID	TOTALS
Cheque #	823	14/03/2011	HUNTER ROWAN	COMMUNITY GRANTS: CARNARVON FUND RAISER 26 FEB 11	-1,000.00	-1,000.00
Cheque #	824	14/03/2011	PETTY CASH, SHIRE OF BEVERLEY	11 MAR 11 PETTY CASH RECOUP	-83.00	-83.00
Cheque #	825	14/03/2011	TELSTRA	2011-03 MAR TELEPHONE ACCOUNTS	-1,423.31	-1,423.31
Cheque #	826	21/03/2011	ATO - AUSTRALIAN TAX OFFICE	2011-02 FEB BAS RETURN	-2,047.00	-2,047.00
Cheque #	827	24/03/2011	BEV ART GALLERY SOCIETY	2010/11 DONATION	-2,500.00	-2,500.00
Cheque #	828	24/03/2011	JONES MIKE	REIMBURSEMENT - FIRE MAPS	-57.20	-57.20
Cheque #	829	24/03/2011	SYNERGY	L78 WATERHATCH RD, COUNCIL DAM: 07 JAN - 08 MAR 11	-394.55	-394.55
Gen Jrn	1655	14/03/2011		FEB 11 * - CREDIT CARD	-151.65	-151.65
Gen Jrn	1677	31/03/2011		MAR 11 INTEREST	0.00	0.00
WAGES & SALARIES					-323,410.59	-323,410.59
EFT Pymt		3/03/2011	WAGES & SALARIES	FE - 02 MAR 11	-42,498.71	
EFT Pymt		17/03/2011	WAGES & SALARIES	FE - 16 MAR 11	-42,624.82	
EFT Pymt		31/03/2011	WAGES & SALARIES	FE - 30 MAR 11	-40,299.39	
WAGES & SALARIES					-125,422.92	-125,422.92

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
TRANSFERS to TRUST						
Gen Jrnl	1666	31/03/2011		WAGES DEDUCTS: 2011-03 MAR 02/03 ADV RATE PYMTS	-255.00	
Gen Jrnl	1667	31/03/2011		WAGES DEDUCTS: 2011-03 MAR 16/03 ADV RATE PYMTS	-225.00	
Gen Jrnl	1668	31/03/2011		WAGES DEDUCTS: 2011-03 MAR 30/03 ADV RATE PYMTS	-225.00	
Gen Jrnl	1670	31/03/2011		ASS 1521 (GREENFIELD E M) TFR of CR BAL to TRUST	-132.02	
Gen Jrnl	1699	31/03/2011		ASS 615 (BROWN D L) TFR of CR BAL to TRUST	-60.22	
TRANSFERS to TRUST					-897.24	-897.24

UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT

Cheque #	828	24/03/2011	JONES MIKE	REIMBURSEMENT - FIRE MAPS	57.20	
Direct Debit		25/03/2011	3 MESSAGING	3 MESSAGING: 2011-03 MAR: 0 TXT MSGS	82.50	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					139.70	139.70

PAYMENTS PRESENTED IN CURRENT BANK * RELATING to PRIOR MONTHS' TRANSACTIONS

Cheque #	815	25/01/2011	MEWS ELECTRICAL SERVICE	RET VILL - U7: REPAIRS	-66.00	
Cheque #	819	25/02/2011	BEV MED PRACTICE - ADEBAYO	PRE-EMPLOYMENT MEDICAL: BROADLEY BRUCE	-133.10	
Cheque #	820	25/02/2011	BEV PHARMACY	SWIM POOL: SUNBURN CREAM	-36.95	
Direct Debit		25/02/2011	3 MESSAGING	3 MESSAGING: 2011-02 FEB 166 TXT MSGS	-166.98	

PAYMENTS PRESENTED IN CURRENT BANK * RELATING to PRIOR MONTHS' TRANSACTIONS

PAYMENTS PRESENTED IN CURRENT BANK * RELATING to PRIOR MONTHS' TRANSACTIONS					-403.03	-403.03
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SHIRE OF BEVERLEY
CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
OTHER AMENDMENTS/GENERAL JOURNALS						
			OTHER AMENDMENTS/GENERAL JOURNALS		0.00	0.00
INVESTMENTS						
			INVESTMENTS		0.00	0.00
			TOTAL EXPENDITURE FOR MUNICIPAL ACCOUNT			<u><u>-449,994.08</u></u>
 TRUST ACCOUNT DETAILS 						
			PAYMENTS RAISED IN CURRENT MONTH		0.00	
			PAYMENTS RAISED IN CURRENT MONTH		0.00	0.00
			PAYMENTS UNPRESENTED IN CURRENT BANK #		0.00	
			PAYMENTS UNPRESENTED IN CURRENT BANK #		0.00	0.00

SHIRE OF BEVERLEY

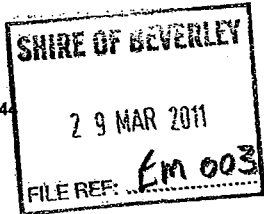
CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2011

TYPE	NUM	DATE	NAME	DETAILS	AMT PAID	TOTALS
PAYMENTS PRESENTED IN CURRENT BANK * RELATING TO PRIOR MONTHS' TRANSACTIONS						
Cheque #	1418	25/02/2011	EGBERTS Corrie	REFUND-GYM KEY BOND	-30.00	
Cheque #	1420	25/02/2011	SARTORI Karl	REFUND-GYM KEY BOND	-30.00	
PAYMENTS PRESENTED IN CURRENT BANK * RELATING TO PRIOR MONTHS' TRANSACTIONS					-60.00	-60.00
TOTAL EXPENDITURE for TRUST ACCOUNT						-60.00

TOTAL EXPENDITURE as reconciled to the MARCH 2011 BANK RECONCILIATIONS

Municipal Account Expenditure	-449,994.08
Trust Account Expenditure	-60.00
Total Expenditure for MARCH 2011	-450,054.08

NORTHERN COUNTRY ZONE



Shires of -
CARNAMAH
CHAPMAN VALLEY
COOROW
CITY OF GERALDTON GREENOUGH
IRWIN
MINGENEW
MOROWA
MULLEWA
NORTHAMPTON
PERENJORI
THREE SPRINGS



WESTERN AUSTRALIAN
LOCAL GOVERNMENT ASSOCIATION

ABN 75 305 122 944

7 Dominican Close
PORT DENISON WA 6525

Ph/Fx: (08) 9927 2788

email: murdi@westnet.com.au

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

Dear Chief Executive Officer

No 3 STATE BARRIER FENCE

Member Councils of the Northern Country Zone of the Western Australian Local Government Association have for many years supported the maintenance and upgrading of the No 3 State barrier fence. (See map attached.)

This fence currently helps to protect the majority of our farm lands in Western Australia from the disastrous effect that the encroachment of migrating emus from the pastoral regions.

The fence is currently constructed to Emu Proof standard and the proposed works are to upgrade the fence to wild dog standard with the inclusion of a lap wire which will help to prevent Kangaroos from burrowing under the fence and allowing dogs to enter these protected areas through these holes. The project involves 572kms of upgraded fencing and the budgeted cost is approximately \$460,000.00, (\$800 per kilometre), which includes grading.

Successful negotiations with the State Government have resulted in the State supplying the fencing materials through the Royalties for Regions and the Department of Regional development for this work. The State expects the responsibility for the upgrading of this section of fence to be carried out by other interests, eg Farmers, Local Governments etc.

The purpose of this letter is to advise you of this project, and to seek a financial contribution towards the cost of the upgrading work on this important barrier, built many years to protect our agricultural industry.

We ask that this project be included in your regions CLGF Regional Projects component from Royalties for Regions funding.

If every rural local authority in Western Australia were to contribute \$3,000, there would be sufficient pledges to complete this project. If funds are not available in your 2010/11 budget for a financial contribution at present, please include a contribution to this project, for consideration in your 2011/12 budget and or in your CLGF Regional projects funding for 2011/12.

We look forward to your positive response. Please contact me if you require further information.

Yours faithfully

Murray Brown

Executive Officer

Northern Country Zone of WALGA

20th March 2011

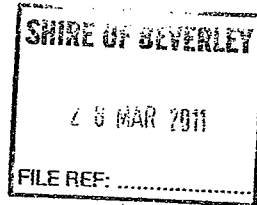
for Murray Brown

BEVERLEY BOWLING CLUB

ABN: 75 352 142 613

PO BOX 96,
BEVERLEY, 6304

PHONE/FAX:
96461340



28/03/2011

Mr Keith Byers
CEO Shire of Beverley

Dear Keith

As you aware the Beverley Bowling Club is currently involved in a dispute with the installer of our two carpet greens. The club is taking him to court for faulty workmanship, inferior merchandise and breach of contract. Our case has been entered for trial and we expect that the date for the trial to be heard, will be sometime in June.

Our ultimate aim is to be able to completely replace the carpets and surrounds from the base up.

In order to present the best case possible, we have obviously had to engage the services of lawyers. As a result we have been faced with costly legal fees.

Also in an effort to present the best case possible, we have recently engaged the services of two separate engineers each with their own required area of expertise and each preparing a detailed report supporting our claims. They too come at a very high cost.

These expenses are obviously not the normal thing that a club would have to deal with and as such we have had to do some financial restructuring.

Until recently we have had two investment portfolios, one the term investment of surplus funds and the other our Carpet Replacement Fund which was set up partly as a DSR requirement when we received the grant from them to install the carpets, but also as a result of forward thinking by the committee at that time who wanted to provide some financial security for members.

Due to recent legal costs we have drawn the bulk of the first investment into our working cheque account but have not made any changes to the Carpet Replacement investment. So we are keeping our heads above water so to speak. However these legal costs will be on-going for a while yet .

As a result of which, we must take the regrettable but necessary step of asking the Councillors to consider suspending our bi annual loan repayments for 2011.

As pointed out, we do still have the Carpet Replacement investment but ideally we would like to leave that untouched in case things do not go favourably at trial.

We are confident we have an excellent case to put forward to support our claims and are hopeful of a favourable financial settlement. So the suspense of payments should only be necessary for June and December this year.

The Beverley Bowling Club is grateful to the Shire and Councillors for their support in the past in our initial greens replacement project, and it is regrettable that we have to make this request. Unfortunately we have no other option.

Thank you for your consideration and we sincerely trust that you will agree to temporarily suspending payments for the one year period we are requesting.

Kind Regards



Sheridan Irvine
(Hon Sect – Beverley Bowling Club)