



Shire of  
**Chapman Valley**  
*Love the Rural Life*

## ORDINARY COUNCIL MEETING

Notice is hereby given that an Ordinary Meeting  
of Council will be held on Wednesday 21 May 2014  
at the Council Chambers, Nabawa, commencing at 9:00am.

Maurice Battilana  
CHIEF EXECUTIVE OFFICER

# **UNCONFIRMED MINUTES**

**MAY 2014**

## DISCLAIMER



No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on

### **WRITTEN CONFIRMATION**

of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

A handwritten signature in black ink, appearing to be 'M. Battilana', written in a cursive style.

Maurice Battilana  
**CHIEF EXECUTIVE OFFICER**

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Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

*"a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person."*

Section 5.60B:

*"a person has a **proximity interest** in a matter if the matter concerns –  
(a) a proposed change to a planning scheme affecting land that adjoins the person's land; or  
(b) a proposed change to the zoning or use of land that adjoins the person's land; or  
(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land."*

Regulation 34C (Impartiality):

*"**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association."*

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## ORDER OF BUSINESS:

### 1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Chairman, Cr Collingwood welcomed Elected Members and Staff and declared the meeting open at 9.04am

### 2.0 LOYAL TOAST

### 3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

#### 3.1 Present

##### a. Councillors

Member	Ward
Cr John Collingwood - President	North East Ward
Cr Trevor Royce	North East Ward (from 10.47am)
Cr Anthony Farrell	North East Ward (till 11.55am)
Cr Kirrilee Warr	North East Ward
Cr Peter Humphrey	South West Ward
Cr Veronica Wood	South West Ward
Cr Ian Maluish	South West Ward
Cr Pauline Forrester	North East Ward

##### b. Staff

Officer	Position
Mr Maurice Battilana	Chief Executive Officer
Mr Simon Lancaster	Manager of Planning
Mrs Karen McKay	Executive Assistant (Minute Taker)
Dianne Raymond	Office Manager (from 9.53am to 10.40am)
Kristy Williams	Accountant ((from 9.53am to 10.40am)

##### c. Visitors

Name	
Pedro Fonseca	Parkfalls Resident (till 9.20am)
Jill Thompson	Parkfalls Resident (till 9.20am)

#### 3.2 Apologies

Councillor	Ward
Nil	

### 4.0 PUBLIC QUESTION TIME

#### 4.1 Questions On Notice

Nil

#### 4.2 Questions Without Notice

Nil

### 5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 6.0 DISCLOSURE OF INTEREST

Nil

## 7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

A Petition regarding Bill Hemsley Park was received by Council.

Mr Fonesca and Ms Thompson addressed the meeting with their concerns regarding the draft concept plan for the Bill Hemsley Park.

Mr Fonesca questioned whether the Shire had considered the concerns of residents addressed in the petition?

Cr Collingwood answered that Council has not considered the petition at this stage.

Mr Fonesca read the petition with the concerns to Councillors and asked if the Shire had considered the possibility of undesirable use in the area and whether this could be an issue?

Cr Collingwood advised that currently this is still a Draft Concept Plan and these issues would need to be addressed by the Bill Hemsley Park Management Committee then by Council.

Mr Fonesca asked have the costs on ongoing maintenance been considered.

Cr Collingwood advised that the ongoing maintenance would be covered by all ratepayers in the Shire of Chapman Valley and that the committee will look at this also.

Cr Humphrey questioned whether representatives who have signed the petition can attend the Bill Hemsley Park Management Committee to address their concerns?

The Chief Executive Officer advised this Committee was not open to the public; however, the Committee could invite guests to to meeting if the considered this necessary to assist with their determinations.

Cr Maluish advised that he and Mr Tom Davies had a meeting with residents as representatives of the Parkfalls Management Committee and thought that all issues had been addressed.

Mr Fonesca stated he was not of the same opinion as Cr Maluish & Mr Davies and though the petitioners had a clearer understanding of the history they had not agreed to anything.

Cr Collingwood thanked Mr Fonesca and Ms Thompson for attending the meeting.

*Mr Fonesca and Ms Thompson left the meeting at 9.20am*

## 8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

### 8.1 Ordinary Meeting of Council held on Wednesday 16 April 2014

That the minutes of the Ordinary Meeting of Council held Wednesday 16 April 2014 be confirmed as a true and accurate record.

### **COUNCIL RESOLUTION**

**MOVED: CR FARRELL**

**SECONDED: CR FORRESTER**

**That the minutes of the Ordinary Meeting of Council held Wednesday  
16 April 2014 be confirmed as a true and accurate record.**

**Voting 7/0**

**CARRIED**

**Minute Reference 04/14-1**

## **9.0 OFFICERS REPORTS**

# **9.1 Manager of Planning May 2014**

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### **9.1 AGENDA ITEMS**

- 9.1.1 Proposed Subdivision, Waggrakine
- 9.1.2 Draft State Planning Policy 3.7 – Planning For Bushfire Risk Management; & Draft Planning For Bushfire Risk Management Guidelines



<b>AGENDA ITEM:</b>	<b>9.1.1</b>
<b>SUBJECT:</b>	<b>PROPOSED SUBDIVISION, WAGGRAKINE</b>
<b>PROPONENT:</b>	<b>LANDWEST FOR D.BADDELEY</b>
<b>SITE:</b>	<b>LOT 172 DOLBYS DRIVE, WAGGRAKINE</b>
<b>FILE REFERENCE:</b>	<b>A1220</b>
<b>PREVIOUS REFERENCE:</b>	<b>08/13-2 &amp; 04/14-2</b>
<b>DATE:</b>	<b>12 MAY 2014</b>
<b>AUTHOR:</b>	<b>SIMON LANCASTER</b>

### DISCLOSURE OF INTEREST

Nil.

### BACKGROUND

Council is in receipt of correspondence from the Western Australian Planning Commission ('WAPC') seeking its comment upon an application to subdivide Lot 172 Dolbys Drive, Waggrakine. This report recommends conditional support for the subdivision application.

### COMMENT

Lot 172 Dolbys Drive is a 4.0001ha property that contains a residence and outbuilding located at the northern end which is elevated at the 65m contour, the property slopes southwards for approximately 300m down to the Dolby Creek which runs through the property at the 45m contour, there is a paddock used for the agistment of horses south of Dolby Creek that front Dolbys Drive. Lot 172 is largely cleared with the exception of some native vegetation along the Dolby Creek.

The residence upon Lot 172 gains access across Dolby Creek via a concrete culvert crossing point and common gravel driveway that is each half owned (with reciprocal access rights for the other half) by the landowners of Lot 172 and neighbouring Lot 171 to the east.

**Figure 1 - Location Plan for Lot 172 Dolbys Drive, Waggrakine**



The applicant proposes to excise the portion of the property that is south of Dolbys Creek onto a separate lot. Given that the area of Lot 172 that is north of Dolby Creek does not have any alternative road frontage to Dolbys Drive this would normally necessitate the connection being provided by the creation of a battleaxe access leg.

However, the Shire has been working towards achieving a recreational and native vegetation corridor along the Dolby Creek with the ultimate long-term strategic vision of linking the Moresby Range and the coast with a walking trail and wildlife corridor. The proposed subdivision represents an opportunity to create another section of this corridor as a reserve, but as the battleaxe access leg would create a strip of privately owned land across the watercourse, alternative solutions have been explored in this instance.

**Figure 2 – Aerial photograph of Lot 172 Dolbys Drive, Waggrakine**



Representatives of the Department of Water and Shire staff met with the landowner, their planning consultant and surveyor on-site to discuss the required width of a potential foreshore reserve. Following inspection of the relevant section of the Dolby Creek watercourse, Department of Water and Shire staff requested an area for the foreshore reserve greater than is currently fenced on-site, this being a conservative approach to allow for future potential embankment movement. This conservative approach was taken as the Shire would be responsible for the foreshore reserve, and the walk trail would need to be placed on an alignment that is sufficiently setback from the creek bank as it exists now and into the future.

Whilst the anticipated Shire assets ultimately within this section of the corridor would be limited to a walk trail and potentially some limestone benches, similar to those constructed elsewhere along Dolby Creek, the Shire must be mindful that when Dolby Creek does experience a flow event it can be quite significant as evidenced in Figure 3 (taken 1.1km downstream at the Chapman Road crossing) and there are numerous examples of infrastructure not having been appropriately setback in the wider region (e.g. the Beresford footpath and Drummond Cove basketball court) and therefore the foreshore reserve should be created at an appropriate width.

The subdivision application for Lot 172 Dolbys Drive, Waggrakine is included as **Attachment 1**.

**Figure 3 – Dolby Creek during 1 in 200 year rainfall event**



**Figure 4 – Dolby Creek section within Lot 172**



The creation of a foreshore reserve at the more conservative width recommended by the Department of Water does have the impact of reducing the area of land for the lot on the south side of Dolby Creek to 6,347m<sup>2</sup>. It is noted that this lot would be significantly less than the 1ha lot size normally required within the 'Rural Residential' zone, although there is some precedent for this with 19 lots within the Dolby Creek Estate to the east being permitted to be created below 1ha (with 4 of these being less than 7,000m<sup>2</sup> and the smallest being 6,771m<sup>2</sup>). This precedent was supported on the basis that the lots would have met a 1ha lot size requirement without the creation of a foreshore reserve, but the Shire instead sought the creation of a foreshore reserve to better serve the community with a passive recreational area that would ultimately form part of a wider recreational and conservation network. The developer for the Dolby Creek Estate provided the necessary 7.5298ha free of cost, prepared a Foreshore Management Plan and made payment toward its implementation.

The proposed southern lot would be 6,347m<sup>2</sup> in area and is currently vacant and used for the agistment of horses. The proposed northern lot would be 2.7626ha in area and would contain the existing residence, outbuilding and stables, this lot is proposed to gain access via a 1,354m<sup>2</sup> Right of Way ('ROW') that would be 8m in width. The ROW would incorporate the access for the

northern lot and the right of carriageway easement that serves adjoining Lot 171 to the east. The ROW could be widened by a further 8m at such time as adjoining Lot 171 was subdivided (extinguishing the need for a right of carriageway easement serving Lot 172 across Lot 171) thereby creating a 16m width access leg that could be converted to a road reserve, or maintained as a ROW. The foreshore reserve that is proposed to be created through this subdivision would be 4,669m<sup>2</sup> in area.

**Figure 5 – View of north bank of Dolby Creek within Lot 172**



**Figure 6 – View of south bank of Dolby Creek within Lot 172**



## **STATUTORY ENVIRONMENT**

Lot 172 Dolbys Drive, Waggrakine is zoned 'Rural Residential 1' under Shire of Chapman Valley Local Planning Scheme No.2 ('the Scheme'). Section 4.2.4 of the Scheme lists the objectives of the 'Rural Residential' zone are to:

- (a) Provide for residential development within a low-density environment;*
- (b) Provide for other land-uses compatible with a high level of residential amenity;*
- (c) Prevent the establishment of land-uses more appropriately undertaken in commercial and/or industrial areas; and*

(d) *Protect the environmental and landscape values of the land.*”

**Figure 7 – extract from the Scheme No.2 map illustrating the location of Lot 172 in context to the section of the Dolby Creek corridor that has already been created and the Special Control Area 2 - Moresby Range Landscape Protection Area zone**



Section 1.6 sets out the aims of the Scheme, for which Council should have regard for, and this includes:

- (a) *Provide for a variety of lifestyle opportunities;*
- (b) *Provide for appropriate diversification of agricultural and other economic activities;*
- (c) *Preserve agriculturally productive land and protect such land from ad hoc fragmentation or incompatible development;*
- (d) *Protect, preserve and enhance the environment, natural and cultural heritage, and landscape and streetscape values;*
- (f) *Protect the landscape and environmental values of the Moresby Ranges and associated valleys;*
- (g) *Protect, and provide for the appropriate development of, coastal and riverine areas, and water supplies.*”

Section 5.19 of the Scheme lists the following general requirements for the Rural Residential zone:

**“5.19.1 Structure Plan**

- (a) *Subdivision, development and land use shall generally be in accordance with the structure plan as adopted by the Local Government and the Western Australian Planning Commission;*
- (b) *Subdivision, development and land-use shall generally be in accordance with any other matters outlined on the structure plan; and*
- (c) *In addition to such other provisions of the Scheme as may affect it, any land that is included in a Rural Residential Zone or Rural Smallholding Zone shall be subject to those provisions as may be specifically set out against it in Schedules 11 or 12.*

**5.19.2 Dwellings**

*Only one dwelling is permitted on any lot within the Rural Residential and Rural Smallholding zone, although the Local Government may, at its discretion, also approve one ancillary accommodation unit.*

**5.19.3 Vegetation**

- (a) *No clearing or destruction of any remnant vegetation or revegetation shall be permitted except for:*
  - (i) *Clearing to comply with the requirements of the Bush Fires Act 1954 (as amended), the Local Government's Bush Fire Notice and/or any fire management plan endorsed by the Local Government, and the Environmental Protection (Clearing of Native Vegetation) Regulations 2004;*
  - (ii) *Clearing for vehicular access or fire breaks specifically identified on the subdivision guide or structure plan;*
  - (iii) *Clearing as may reasonably be required to accommodate an approved building and curtilage, or vehicular access to an approved building or other land use approved by the Local Government; and/or*
  - (iv) *Trees that are diseased or dangerous; and*
- (b) *Re-vegetation of identified degraded areas may be required on consideration of subdivision or development application.*

5.19.4 *Foreshores*

*At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring suitable arrangements to be made for the ceding of foreshore reserves or management and/or rehabilitation of foreshores retained in private ownership.*

5.19.5 *Fire Management*

- (a) *At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring the preparation of a fire management plan; and*
- (b) *At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring a contribution toward fire fighting facilities in the district.*

5.19.6 *Vehicular Access*

- (a) *At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring the construction of any roads, battle-axe access legs, or shared access legs required to provide adequate vehicular access to the proposed lots;*
- (b) *At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring a contribution to the upgrading of the local road system.*
- (c) *At time of development approval the Local Government may require a crossover to be constructed to the specifications of the Shire and/or Main Roads WA.*

5.19.7 *Fencing*

- (a) *At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring the installation of fencing around areas of remnant vegetation and/or re-vegetation. All such fences are to be maintained in good condition thereafter to the satisfaction of the Local Government; and*
- (b) *Prior to the stocking of any particular lot, all areas of remnant vegetation within or adjoining the lot shall be protected by stock proof fencing to the specification and satisfaction of the Local Government. All such fences are to be maintained in good condition thereafter to the satisfaction of the Local Government.*

5.19.8 *Advice to Prospective Purchasers*

*At time of subdivision, the Local Government may request that the Western Australian Planning Commission impose condition/s requiring the subdivider to advise prospective purchasers of the special provisions contained herein and any other provisions of the Scheme considered relevant by the Local Government."*

Schedule 11 of the Scheme provides the additional requirements and modifications relevant to the 'Rural Residential 1' zone as follows:

- “1 *Subdivision and land use shall be generally in accordance with a Structure Plan adopted by the Local Government and endorsed by the Western Australian Planning Commission.*
- 2 *All dwellings shall be sited in accordance with the setback requirements specified in the Scheme for the Rural Residential Zone, except where for specific lots, building envelopes are shown on the Structure Plan. Where building envelopes are shown then all dwellings, associated structures and effluent disposal systems must be located within that envelope.*
- 3 *For those lots which do not depict a building envelope, all structures including sheds, outbuildings, garages, storage areas and effluent disposal systems shall be sited not more than 22 metres from the closest wall of the dwelling, and must also comply with the setback and/or siting standards in Clause (2) above.*
- 4 *All buildings constructed on the land shall be sympathetic to existing landscape elements, namely landform, vegetation and amenity, in terms of their design, height, location, materials and cladding colours.*
- 5 *All stormwater and runoff from buildings and other impervious surfaces shall be disposed of within each lot so as to avoid scouring and erosion.*
- 6 *With the objective of maintaining sustainable land use practices, and preventing land degradation through wind and water erosion, the keeping of animals is permitted in accordance with the following or such density as approved by the local government following consultation with the Department of Agriculture and Food, with conditions if appropriate:*  
*5 sheep / 1ha of agistment area*  
*1 horse / 2ha of agistment area*  
*1.6 pony / 2ha of agistment area*  
*1 milking cow / 2ha of agistment area*  
*1.6 heifer / 2ha of agistment area*  
*5 goats / 1ha of agistment area*  
*Only one stock option as specified above will be permitted or a combination equivalent of one option.*
- 7 *Notwithstanding the above, the Local Government may reduce or vary the limit on stocking or place any other conditions in light of prevailing seasonal conditions to prevent overstocking, erosion, or other practices detrimental to the environment or amenity of the neighbouring properties from those rates described in Clause (6) above.*
- 8 *No remnant vegetation or tree shall be destroyed or removed except where the landowner obtains the prior consent in writing of the Local Government, or where such vegetation is dead or diseased, or where the clearing is required for the purpose of firebreak, development within a building envelope and access to the envelope, for an outbuilding or fence or for development of a water source.*
- 9 *The following fencing requirements shall apply:*
  - (a) *The minimum standard of fencing shall be seven line ringlock with single strand wire on top, with pine posts at six metre separation;*
  - (b) *The subdivider shall construct perimeter boundary fencing to the minimum standard at each stage of subdivision.*
  - (c) *The developer shall fence all bridle trails to the minimum standard as the bridle trails are developed at each progressive stage of subdivision.*
  - (d) *Prior to final approval of subdivision of the land, the watercourse and all remnant vegetation (excluding areas for fire control, driveway access and servicing) shall be protected from livestock by means of*

- fencing to an appropriate standard as prescribed by the local government.*
- (e) *All other fencing shall be constructed by individual landowners to the minimum standard, prior to the issue of a Building Licence.*
- 10 *Prior to the commencement of any development on any new lot, the Local Government will require each lot owner to prepare a tree planting and maintenance program with the intention of screening building structures and rehabilitating and revegetating the land without restricting approved activities/operations.*
- 11 *Construction of a dam or soak or land use activity that may impede in any way the natural flow along any water course shall be subject to formal planning consent being granted by the local government, following consultation with the Department of Water.*
- 12 *No dwelling shall be constructed or approved for construction unless an approved method of on-site effluent disposal suitable for long-term usage has been incorporated into the approved plans, and is in a location, to the satisfaction of the local government in consultation with the Health Department of WA.*
- 13 *At the time of subdivision the preparation of a fire protection plan may need to be established in consultation with and to the satisfaction of the Local Government and FESA.*
- 14 *The Local Government shall recommend to the Western Australian Planning Commission that as part of any approval to subdivide the land that an Urban Water Management Plan and Watercourse Management Plan shall be prepared and implemented to the satisfaction of the Local Government and the Department of Water by the subdivider at the subdivider's cost.*
- 15 *Bridle trails depicted on the Structure Plan will be constructed by the subdivider at the time of subdivision to the specification and satisfaction of the Local Government.*
- 16 *Stables are to be sited no closer than 50 metres from any watercourse or land prone to inundation or waterlogging, and are to be at least 1.2 metres above the highest known groundwater level.*
- 17 *All lots created shall be connected to a reticulated water supply.*
- 18 *The creation of lots adjoining the future North West Coastal Highway alignment will not be permitted without a trafficable alternative access being provided to the subject land, and direct access onto the highway alignment will not be permitted."*

## **POLICY IMPLICATIONS**

Lot 172 Dolbys Drive, Waggrakine is located within Precinct No.7 – South West of the Shire of Chapman Valley Local Planning Strategy (2008). Figures 4 and 11 of the Local Planning Strategy identify Lot 172 as being 'Existing Rural Residential'.

The subdivision application can be considered to accord with the following objectives of the Local Planning Strategy:

- "7.1.2 Encourage the rezoning and subdivision of land into Rural Smallholdings and Rural Residential lots in accordance with Figure 4 as a rounding off the greater northern Geraldton area."*
- "7.2.3 Ensure that Urban and Rural Residential development are adequately serviced by existing services and infrastructure that includes connection to a potable scheme water supply."*



*“7.3.3 Ensure that land use and development adjacent to and in proximity to coastal and river areas incorporate appropriate environmental protection based on natural resource management measures.”*

The consideration of this subdivision should be undertaken with careful regard for the following objectives of the Local Planning Strategy:

*“7.4.1 Enhance the standards of servicing and infrastructure commensurate with urban development standards (i.e. bitumen sealed roads, reticulated water, underground power etc.).*

*7.4.2 Ensure adequate levels of servicing and infrastructure, as determined by Council, exist or will be provided when supporting proposals for a change in land use/development or subdivision, to avoid burden (financial or otherwise) on the Council’s resources.”*

Dolbys Drive is currently an unsealed road and the Shire has previously required landowners proposing to create lots fronting this road to make contribution to its future sealing. It would be consistent and appropriate with this previous practice, and with Section 7.4.1, to require contribution from the applicant towards the sealing of Dolbys Drive.

The existing gravel driveway and concrete culvert over Dolby Creek that is utilised jointly by the landowners of Lots 171 & 172 to access the northern portion of their lots is under their shared ownership and its maintenance is the responsibility of these landowners. In the event that the ROW is created then the Shire would assume ownership of the western half of the alignment and responsibility for its ongoing maintenance (and precedent would be established at such time as the neighbouring landowner subdivided Lot 171 for the Shire to accept ownership of the eastern half also).

Due to the previous structure planning and subdivision undertaken in this area the northern portion of Lot 172 does not have the ability to access the wider road network via an alternative means to Dolbys Drive. The ROW (rather than road reserve) option is suggested as it would enable the Shire to clarify that this alignment would not be maintained to the higher standard normally associated with a road reserve. It is recommended that notifications be placed upon the title of the proposed northern lot advising landowners of this lesser standard. The Shire would also have the ability to require future subdividers of the area of land north of Dolby Creek (on both Lots 171 & 172) to make contribution towards, or upgrade themselves, the access leg and crossing as condition of any future subdivision approval.

An alternative to the ROW would be for Council to instead require that a battleaxe access leg be created servicing the northern lot, this would maintain the current arrangement whereby the private landowners are responsible for the maintenance of the access leg and crossing. The battleaxe access leg could still be created in the dimensions of the proposed ROW upon the subdivision application plan so that, when the land area north of Dolby Creek upon Lots 171 & 172 is further subdivided, consideration can be given at that time to the requirement for subdivider contribution to the upgrade of the access and crossing as part of the creation of this access as either a ROW or road reserve. It is noted that in the event the landowners of Lots 171, 172, 173 & 174 were to work collectively there is the opportunity to maximise their lot yields and achieve an improved access outcome with a crossing point further downstream removing the need to create current crossing more formally.

**Figure 8 – Dolby Creek crossing point looking east**



**Figure 9 – Dolby Creek crossing point looking south**



The Local Planning Strategy addresses subdivision within Precinct No.7 - South West as follows:

*“Council may support the subdivision/amalgamation of land within this Precinct, having due regard to the objectives of the Precinct, in the following circumstances:*

- e) *For urban and rural residential purposes in accordance with the Greater Geraldton Structure Plan 1999 development subject to structure planning, a potable reticulated scheme water supply, detailed land capability/suitability assessment and appropriate rezoning.”*

**Figure 10 – Proposed ROW alignment looking south towards Dolbys Drive**



#### **FINANCIAL IMPLICATIONS**

The Shire will receive additional rate revenue as a result of the subdivision creating an additional lot, however, it will also receive a demand for additional services.

Dolbys Drive is currently formed to a gravel standard and it is appropriate that the subdivider be responsible for contributing towards the upgrading of the road to a sealed standard given that the release of an additional lot fronting the road will lead to additional traffic generated upon it. The Shire has previously required subdividers along Dolbys Drive to make a contribution of \$2,500 per additional lot towards the sealing of the road, and these contributions are held in trust as follows:

Trust No.4	Lot 170	\$10,000 (\$5,000 received 1/8/11 & \$5,000 received 13/10/11)
Trust No.254	Lot 167	\$12,500 (received 3/10/13)

Dolbys Drive was included upon the 14 March 2014 Councillor Road Inspection and the potential sealing of Dolbys Drive is an item that will be listed for Councillor consideration in the preliminary draft 2014/2015 budget.

- **Long Term Financial Plan:**

Section 3.2 of the Shire of Chapman Valley Long Term Financial Plan (2013) notes that the Shire's population is projected to increase by 680 over the next 15 years following annual growth of 5.7% per annum between 2006 and 2011. This growing population, particularly in the Shire's coastal and rural-residential areas will place increasing demands on Council for services.

The Long Term Financial Plan further notes that a key issue for the Shire is its ability to grow the revenue base so that sufficient operational revenue is collected to fund all operating expenses, but that Council must ensure it manages community aspirations within a confined fiscal envelope.

The Long Term Financial Plan identifies that the Shire's biggest asset is its road network, and it is recommended that any approval of this subdivision application be carefully considered and conditioned against transferring liability and cost for an access leg and river crossing with limited wider use to the community from private to public ownership.

## STRATEGIC IMPLICATIONS

The Geraldton Region Plan (1999) seeks to provide a framework for the future management, protection and coordination of regional planning in the region. The Region Plan incorporates a structure plan for the Greater Geraldton area which identifies the subject land as 'Potential Rural Residential'. The 2011 update to the Greater Geraldton Structure Plan identifies Lot 172 and the surrounding area as 'Rural Living'. Section 9.5 of the Region Plan notes that:

*"Rural-residential areas, immediately to the east of the residential development areas in a band two to three kilometres wide, include...the Cooper Street Precinct and White Peak in the Shire of Chapman Valley. The larger lot sizes provide the opportunity for rural and recreational uses, such as horse riding and hobby farming, not accommodated in conventional residential subdivisions. The rural-residential areas relate to natural features, including the rivers and the Moresby Range.*

*The areas of Woorree, Moresby, Eastlyn, and the Cooper Street Precinct are well serviced by infrastructure and in reasonable proximity to community facilities. The development of these areas for small rural lot subdivision is unlikely to use land that would otherwise be suitable for standard residential purposes, given the availability and location of residential land elsewhere."*

Amendment No.24 to Scheme No.1 was given Ministerial approval on 24 May 2000 and rezoned the lots on the northern side of Dolbys Drive from 'General Farming' to 'Special Rural' leading to the current subdivision pattern for Lots 171-174 (with Lot 170 having been further subdivided since). The Scheme Amendment No.24 documentation contained a Subdivision Guide Plan that illustrated Lot 172 in its current size. In the event that Council is supportive of this subdivision application it will need to advise the WAPC of its support of this modification to the Subdivision Guide Plan.

**Figure 7 – Scheme Amendment No.24 Subdivision Guide Plan (24/5/00)**



- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 adopted by Council at its 19 June 2013 meeting lists 'making the right land available to increase housing' as a Community Strategy to achieve the outcome of 'more people and families move into the Shire' and 'explore opportunities to utilise key areas in the Shire by showcasing their natural and environmental characteristics' as an Environmental Strategy.

## VOTING REQUIREMENTS

Simple majority

In the event that Council is not satisfied with the proposed creation of a ROW to address the access leg and river crossing point, and would prefer this be created within a privately owned battleaxe access leg, then the following alternative wording might be considered suitable:

*“That Council advise the Western Australian Planning Commission that it adopts Plan No.14112-LSP as the Structure Plan for Lot 172 Dolbys Drive, Waggrakine and supports the proposed subdivision as shown upon Plan No.14112-01 (WAPC date stamped 17/4/14) subject to the following modifications, conditions and advice notes:*

*Modifications:*

- (i) The proposed right of way being shown as a privately owned battleaxe access leg for Lot B on the deposited plan of survey at a minimum width of 8 metres.*

*Conditions:*

- 1 Arrangements being made for the upgrading of Dolbys Drive at the subdivider’s cost to the requirements of the Local Government.*

- 2 The proposed foreshore reserve shown on the approved plan of subdivision being shown on the deposited plan of survey as a Reserve for Recreation and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown, and the reserve being free of any building (including fencing) projections associated with existing site development to the requirements of the Local Government.*

- 3 Easement in accordance with Sections 195 and 196 of the Land Administration Act 1997 for the benefit of the Local Government, the Department of Fire and Emergency Services and the public at large are to be placed on the Certificate of Title of proposed Lot B, specifying access rights over the battleaxe access leg. Notice of this easement is to be included on the Deposited Plan. The easement is to state as follows:*

*“The easement is to provide access between Dolbys Drive and the foreshore reserve.”*

- 4 A walking trail/strategic fire break to be constructed on both banks of the Dolby Creek within the foreshore reserve at the subdivider’s cost to the requirements of the Local Government.*

- 5 Notification, pursuant to section 70A of the Transfer of Land Act 1893 shall be placed on the Certificate of Title of proposed Lot B advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

*“This lot has connection to Dolbys Drive via a battleaxe access leg and this access is subject to occasional inundation denying access.”*

- 6 Notification, pursuant to section 70A of the Transfer of Land Act 1893 shall be placed on the Certificate of Title of proposed Lot A advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

*“The floor levels of all proposed buildings upon the lot are to be constructed not less than the floor level recommended by the Department of Water and sand pad batters are to be protected from erosion.”*

- 7 Notification, pursuant to section 70A of the Transfer of Land Act 1893 shall be placed on the Certificate of Title of proposed Lots A & B advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

*“Reticulated sewerage connection is not available to the lots, and a suitable on-site effluent disposal system complying with the specifications of the Health Department designed for long term use will be required to service any new development on each lot.”*

*“The lots are subject to the provisions of the Local Planning Scheme (Rural Residential 1 zone) which relate to the use and management of the land.”*

- 8 *Uniform fencing to be constructed along the boundaries of all proposed lots abutting the foreshore reserve and right of way at the subdivider's cost to the requirements of the Local Government.*
- 9 *Suitable arrangements being made with the Water Corporation so that provision of a reticulated scheme water supply service will be available to all lots shown on the approved plan of subdivision.*
- 10 *Suitable arrangements being made with Western Power for the provision of an electricity supply service to all lots shown on the approved plan of subdivision.*

*Advice Notes:*

- a) *In regards to condition 1 the Local Government advises that it will accept a financial contribution by the subdivider towards the upgrading of Dolbys Drive by the Local Government in lieu of physical upgrading works being undertaken by the subdivider.*
- b) *In regards to condition 4 the Local Government advises that the walking trail/strategic fire break shall be installed to a 3m wide gravel standard and the alignment on both banks shall be immediately adjacent to the foreshore reserve fencing. The Local Government further advises that it will accept a financial contribution by the subdivider towards the construction of a gravel walk trail/strategic fire break by the Local Government in lieu of physical upgrading works being undertaken by the subdivider.*
- c) *In regards to condition 8 the Local Government advises that fencing shall be installed to a minimum standard of pine post and 7 line ring lock fencing to the requirements of the Local Government.”*

## **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WARR**

**SECONDED: CR HUMPHREY**

That Council advise the Western Australian Planning Commission that it adopts Plan No.14112-LSP as the Structure Plan for Lot 172 Dolbys Drive, Waggrakine and supports the proposed subdivision as shown upon Plan No.14112-01 (WAPC date stamped 17/4/14) subject to the following conditions and advice notes:

**Conditions:**

- 1 Arrangements being made for the upgrading of Dolbys Drive at the subdivider's cost to the requirements of the Local Government.
- 2 The proposed foreshore reserve shown on the approved plan of subdivision being shown on the deposited plan of survey as a Reserve for Recreation and vested in the Crown under Section 152 of the *Planning and Development Act 2005*, such land to be ceded free of cost and without any payment of compensation by the Crown, and the reserve being free of any building (including fencing) projections associated with existing site development to the requirements of the Local Government.
- 3 The right of way shown on the approved plan of subdivision being shown on the deposited plan of survey at a minimum width of 8 metres, free of any building (including fencing) projections associated with existing site development to the requirements of Local Government.
- 4 The right of way being constructed and drained at the subdivider's cost to the requirements of the Local Government.
- 5 A walking trail/strategic fire break to be constructed on both banks of the Dolby Creek within the foreshore reserve at the subdivider's cost to the requirements of the Local Government.

- 6 Notification, pursuant to section 70A of the *Transfer of Land Act 1893* shall be placed on the Certificate of Title of proposed Lot B advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

*"This lot has connection to Dolbys Drive via a right of way and this access is subject to occasional inundation denying access. The right of way access will be maintained to a lesser standard than the wider road network by the Local Government and upgrades to the right of way access to provide an improved standard may require financial contribution from affected landowners."*

- 7 Notification, pursuant to section 70A of the *Transfer of Land Act 1893* shall be placed on the Certificate of Title of proposed Lot A advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

*"The floor levels of all proposed buildings upon the lot are to be constructed not less than the floor level recommended by the Department of Water and sand pad batters are to be protected from erosion."*

- 8 Notification, pursuant to section 70A of the *Transfer of Land Act 1893* shall be placed on the Certificate of Title of proposed Lots A & B advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

*"Reticulated sewerage connection is not available to the lots, and a suitable on-site effluent disposal system complying with the specifications of the Health Department designed for long term use will be required to service any new development on each lot."*

*"The lots are subject to the provisions of the Local Planning Scheme (Rural Residential 1 zone) which relate to the use and management of the land."*

- 9 Uniform fencing to be constructed along the boundaries of all proposed lots abutting the foreshore reserve and right of way at the subdivider's cost to the requirements of the Local Government.
- 10 Suitable arrangements being made with the Water Corporation so that provision of a reticulated scheme water supply service will be available to all lots shown on the approved plan of subdivision.
- 11 Suitable arrangements being made with Western Power for the provision of an electricity supply service to all lots shown on the approved plan of subdivision.

Advice Notes:

- a) In regards to condition 1 the Local Government advises that it will accept a financial contribution by the subdivider towards the upgrading of Dolbys Drive by the Local Government in lieu of physical upgrading works being undertaken by the subdivider.
- b) In regards to condition 5 the Local Government advises that the walking trail/strategic fire break shall be installed to a 3m wide gravel standard and the alignment on both banks shall be immediately adjacent to the foreshore reserve fencing. The Local Government further advises that it will accept a financial contribution by the subdivider towards the construction of a gravel walk trail/strategic fire break by the Local Government in lieu of physical upgrading works being undertaken by the subdivider.
- c) In regards to condition 9 the Local Government advises that fencing shall be installed to a minimum standard of pine post and 7 line ring lock fencing to the requirements of the Local Government.

**MOTION WITHDRAWN**

## ALTERNATE MOTION / STAFF RECOMMENDATION

**MOVED: CR WARR**

**SECONDED: CR HUMPHREY**

That Council advise the Western Australian Planning Commission that it adopts Plan No.14112-LSP as the Structure Plan for Lot 172 Dolbys Drive, Waggrakine and supports the proposed subdivision as shown upon Plan No.14112-01 (WAPC date stamped 17/4/14) subject to the following modifications, conditions and advice notes:

Modifications:

- (i) The proposed right of way being shown as a privately owned battleaxe access leg for Lot B on the deposited plan of survey at a minimum width of 8 metres.

Conditions:

- 1 Arrangements being made for the upgrading of Dolbys Drive at the subdivider's cost to the requirements of the Local Government.
- 2 The proposed foreshore reserve shown on the approved plan of subdivision being shown on the deposited plan of survey as a Reserve for Recreation and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown, and the reserve being free of any building (including fencing) projections associated with existing site development to the requirements of the Local Government.
- 3 Easement in accordance with Sections 195 and 196 of the Land Administration Act 1997 for the benefit of the Local Government, the Department of Fire and Emergency Services and the public at large are to be placed on the Certificate of Title of proposed Lot B, specifying access rights over the battleaxe access leg. Notice of this easement is to be included on the Deposited Plan. The easement is to state as follows:  
  
"The easement is to provide access between Dolbys Drive and the foreshore reserve."
- 4 A walking trail/strategic fire break to be constructed on both banks of the Dolby Creek within the foreshore reserve at the subdivider's cost to the requirements of the Local Government.
- 5 Notification, pursuant to section 70A of the Transfer of Land Act 1893 shall be placed on the Certificate of Title of proposed Lot B advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:  
  
"This lot has connection to Dolbys Drive via a battleaxe access leg and this access is subject to occasional inundation denying access."
- 6 Notification, pursuant to section 70A of the Transfer of Land Act 1893 shall be placed on the Certificate of Title of proposed Lot A advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:  
  
"The floor levels of all proposed buildings upon the lot are to be constructed not less than the floor level recommended by the Department of Water and sand pad batters are to be protected from erosion."
- 7 Notification, pursuant to section 70A of the Transfer of Land Act 1893 shall be placed on the Certificate of Title of proposed Lots A & B advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:  
  
"Reticulated sewerage connection is not available to the lots, and a suitable on-site effluent disposal system complying with the specifications of the Health Department designed for long term use will be required to service any new development on each lot."



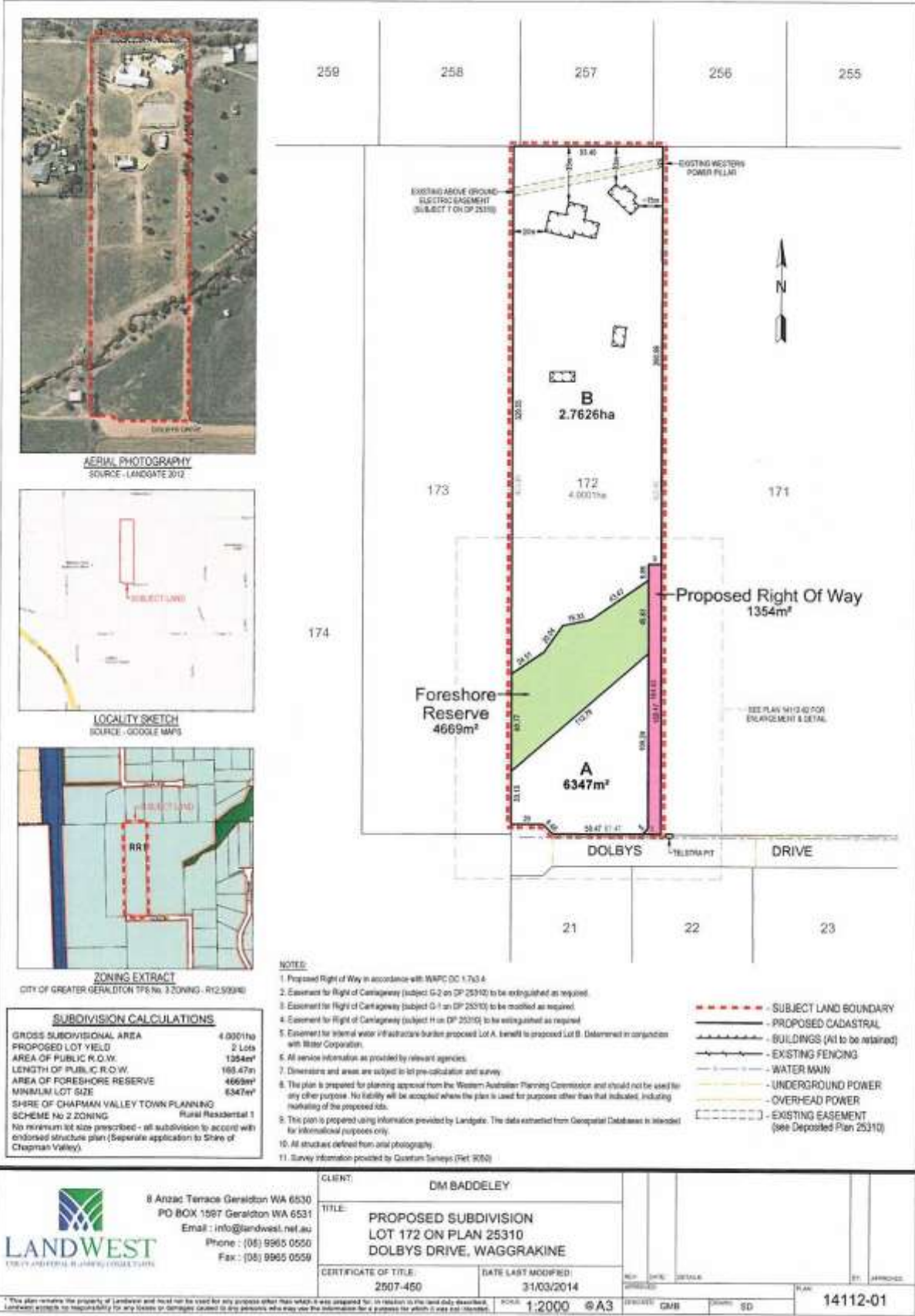
“The lots are subject to the provisions of the Local Planning Scheme (Rural Residential 1 zone) which relate to the use and management of the land.”

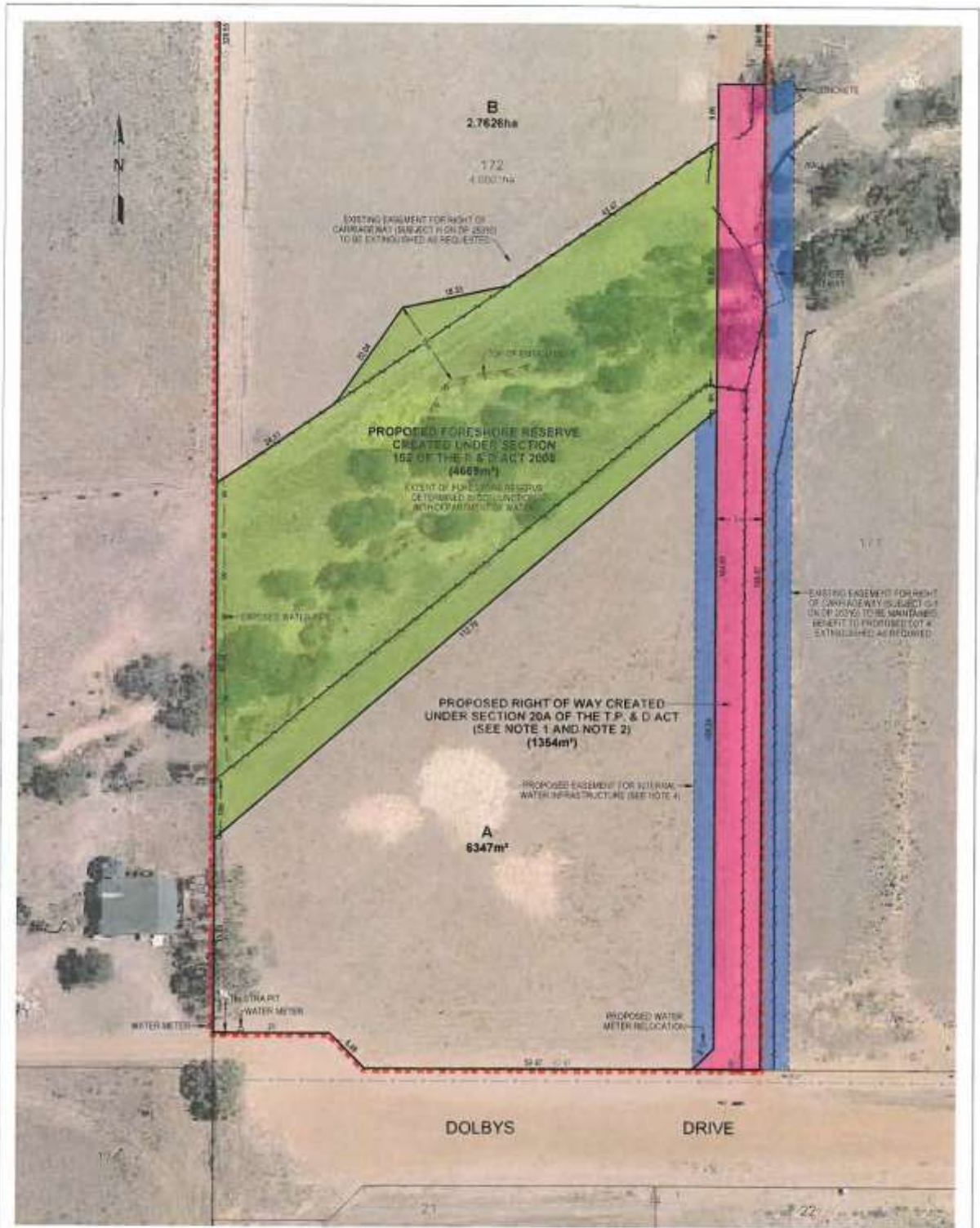
- 8 Uniform fencing to be constructed along the boundaries of all proposed lots abutting the foreshore reserve and right of way at the subdivider's cost to the requirements of the Local Government.
- 9 Suitable arrangements being made with the Water Corporation so that provision of a reticulated scheme water supply service will be available to all lots shown on the approved plan of subdivision.
- 10 Suitable arrangements being made with Western Power for the provision of an electricity supply service to all lots shown on the approved plan of subdivision.

Advice Notes:

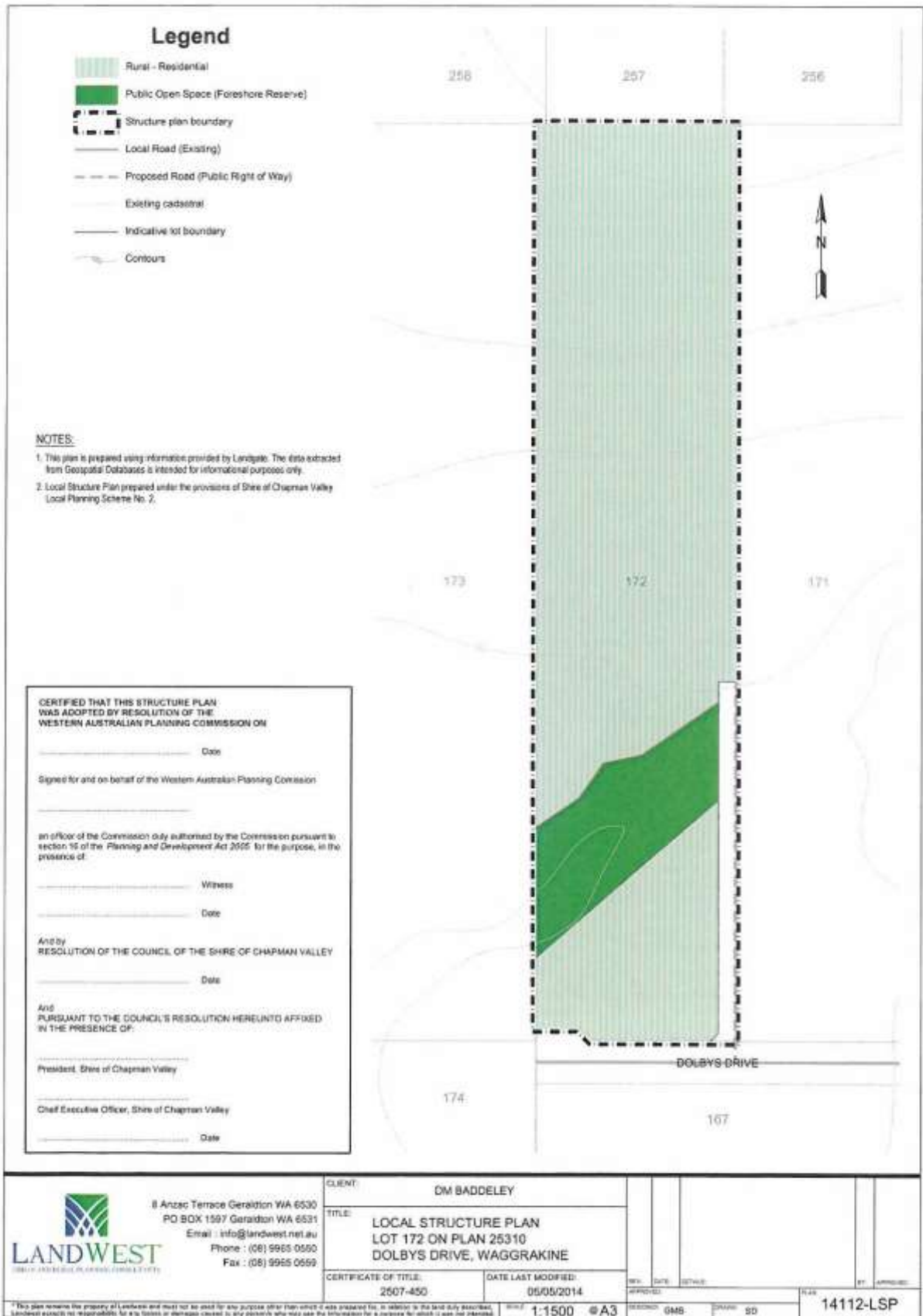
- a) In regards to condition 1 the Local Government advises that it will accept a financial contribution by the subdivider towards the upgrading of Dolbys Drive by the Local Government in lieu of physical upgrading works being undertaken by the subdivider.
- b) In regards to condition 4 the Local Government advises that the walking trail/strategic fire break shall be installed to a 3m wide gravel standard and the alignment on both banks shall be immediately adjacent to the foreshore reserve fencing. The Local Government further advises that it will accept a financial contribution by the subdivider towards the construction of a gravel walk trail/strategic fire break by the Local Government in lieu of physical upgrading works being undertaken by the subdivider.
- c) In regards to condition 8 the Local Government advises that fencing shall be installed to a minimum standard of pine post and 7 line ring lock fencing to the requirements of the Local Government.

**Voting 7/0  
CARRIED  
Minute Reference 05/14-2**





 <p>8 Anzac Terrace Geraldton WA 6630          PO BOX 1597 Geraldton WA 6631          Email : info@landwest.net.au          Phone : (08) 9965 0550          Fax : (08) 9965 0559</p>	CLIENT:	DM BADDELEY					
	TITLE:	PROPOSED SUBDIVISION-ENLARGEMENT LOT 172 ON PLAN 25310 DOLBYS DRIVE, WAGGRAKINE					
CERTIFICATE OF TITLE:	2507-450	DATE LAST MODIFIED:	31/03/2014	REV. DATE	DETAILS	BY	
<small>*This plan remains the property of Landwest and must not be used for any purpose other than which it was prepared for, in relation to the land it describes. Landwest accepts no responsibility for any losses or damages caused in any persons who rely on the information for a purpose for which it was not intended.</small>		SCALE:	1:300	6 A3	DESIGNED:	GMB	
						PLANS:	60
						FILE:	14112-02



<b>AGENDA ITEM:</b>	<b>9.1.2</b>
<b>SUBJECT:</b>	<b>DRAFT STATE PLANNING POLICY 3.7 – PLANNING FOR BUSHFIRE RISK MANAGEMENT; &amp; DRAFT PLANNING FOR BUSHFIRE RISK MANAGEMENT GUIDELINES</b>
<b>PROPONENT:</b>	<b>WESTERN AUSTRALIAN PLANNING COMMISSION</b>
<b>SITE:</b>	<b>N/A</b>
<b>FILE REFERENCE:</b>	<b>204.02.05 &amp; 601.00</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>13 MAY 2014</b>
<b>AUTHOR:</b>	<b>MR SIMON LANCASTER</b>

## **DISCLOSURE OF INTEREST**

Nil

## **BACKGROUND**

The Western Australian Planning Commission ('WAPC') have released the following draft documents for public comment:

- State Planning Policy 3.7 – Planning for Bushfire Risk Management; &
- Planning for Bushfire Risk Management Guidelines.

A copy of the draft documents have been provide separately to Councillors.

## **COMMENT**

The WAPC have prepared draft State Planning Policy 3.7 - Planning for Bushfire Risk Management ('SPP 3.7') with public comment invited until 4 July 2014. The review has been driven by the Keelty report '*A Shared Responsibility: The Report of the Perth Hills Bushfire February 2011 Review*' and SPP 3.7 seeks to reduce the risk of bushfire to people, property and infrastructure by encouraging a conservative approach to planning decisions in bushfire-prone areas. SPP 3.7 has 4 objectives:

- Facilitate the avoidance of placing people, property and infrastructure in areas of extreme bushfire risk;
- Reduce vulnerability to bushfire through the identification and assessment of bushfire hazards and risk in decisions at all stages of the planning process, including strategic planning, regional and local planning schemes, and structure planning through to subdivision and development;
- Ensure that subdivision, development and land use proposals take into account bushfire protection requirements and include specified fire protection measures, especially over land that has or will have a moderate or extreme bushfire hazard level, and/or land where construction standards of Bushfire Attack Level-12.5 and above apply; &
- Achieve a responsible and balanced approach between bushfire risk management and management measures, and landscape amenity and biodiversity conservation objectives.

The WAPC's 2010 Planning for Bushfire Risk Management Guidelines ('Bushfire Guidelines') have also been reviewed and the draft edition is open for public comment until 1 August 2014. The Bushfire Guidelines seek to supplement the objectives and policy measures established in SPP 3.7, to assist in their interpretation, and provide advice on how bushfire risk should be addressed when designing or assessing a proposal within a bushfire-prone area.

The WAPC are conducting public information sessions on the bushfire policy framework. The sessions will consist of a 45 minute overview of the documents, and information on wider government bushfire reforms followed by an opportunity for questions and discussion. Should Councillors wish to attend any of the sessions they are listed below:

(Local Government)

Date: Friday 23 May 2014 (Local Government WALGA members)

Time: 10:00am – 12:30pm

Location: WALGA, ONE70, Level 1, 170 Railway Parade, West Leederville

RSVP: [jtaylor@walga.asn.au](mailto:jtaylor@walga.asn.au)

(Local Government)

Date: Monday 16 June

Time: 9:30am to 11:00am

Location: Department of Planning, 140 William Street, Perth

RSVP: [jtaylor@walga.asn.au](mailto:jtaylor@walga.asn.au)

(General Public)

Date: Monday 9 June 2014

Time: 1:00pm to 2:30pm

Location: Department of Planning, 140 William Street, Perth

RSVP: [bushfire@planning.wa.gov.au](mailto:bushfire@planning.wa.gov.au)

(General Public)

Date: Monday 16 June 2014

Time: 1:00pm to 2:30pm

Location: Department of Planning, 140 William Street, Perth

RSVP: [bushfire@planning.wa.gov.au](mailto:bushfire@planning.wa.gov.au)

RSVPs are required indicating your name, company name or interest, and preferred session date and time. Additional sessions may be added subject to demand.

### **Draft State Planning Policy 3.7 – Planning For Bushfire Risk Management**

The location of bushfire-prone areas may be identified in one of the following ways:

- When identified on a local government bushfire map, prepared in accordance with the Bushfire Hazard assessment methodology set out in the Planning for Bushfire Risk Management Guidelines, approved by a resolution of Council, and designated by the Fire and Emergency Services Commissioner; or
- When identified on the State Bushfire-Prone Area Map prepared and designated by the Fire and Emergency Services Commissioner; or
- In the absence of either local or state government maps, any land within 100m of an area of bushfire-prone vegetation equal to or greater than 1ha.

Identification of an area as being bushfire-prone is not in itself an indication of bushfire risk, rather, it will initiate the need for a landowner to assess the level of risk through either a Bushfire Hazard assessment and/or Bushfire Attack Level assessment.

Bushfire protection measures are best addressed in high-level planning documents to provide a holistic, long-term response to the risk of bushfire. Sub-regional Structure Plans and Local Planning Strategies are overarching planning documents which set the vision and direction for a particular area and provide the greatest opportunity to ensure the appropriate siting of future development with consideration of bushfire risk. Local Planning Schemes and amendments provide the statutory basis for implementing the direction contained in planning strategies through establishing zoning and development provisions, as well as providing for Structure Plans and Special Control Areas.

If land within a bushfire-prone area is rezoned to accommodate development or land-use intensification, this has the effect of determining that development in this location is acceptable. It is therefore critical that bushfire risk is formally assessed as part of any amendment to rezone land, including the impact of any proposed bushfire management mechanisms. The WAPC will take a risk-minimisation approach in relation to any Local Planning Scheme or amendment which proposes to facilitate intensified settlement or development within an identified bushfire-prone area.

SPP 3.7 introduces a presumption against approving further development or intensification of land uses where there is a lack of sufficient certainty that potentially significant adverse impacts can be reduced or managed. Responsibility will lie with the proponent to demonstrate that bushfire risks have been sufficiently identified and, if necessary, reduced and/or managed. In

the absence of such identification and management to the satisfaction of the responsible authority, decision-makers should refuse the planning application.

The advice of the relevant authority responsible for emergency services is to be sought and considered in the preparation of all sub-regional structure plans and Local Planning Strategies and regional and Local Planning Schemes and amendments incorporating bushfire-prone areas,

The decision-maker may impose conditions on subdivision or development applications to address bushfire protection issues in accordance with this policy, including notifications on title alerting to the potential bushfire risk, and developer contributions for on-going bushfire protection in accordance with SPP 3.6 Development Contributions for Infrastructure (2009).

**Bushfire Hazard**

Bushfire Hazard is defined by SPP 3.7 as the potential or existing flammability of vegetation that, in association with topography and slope, when ignited may cause harm to people or damage property or infrastructure. Development shall be avoided in extreme bushfire hazard areas, unless considered unavoidable in accordance with the applicable policy measures.

**Bushfire Hazard assessment**

A Bushfire Hazard assessment provides a measure of the likely intensity of a bushfire, whether from within or from outside the subject area, and the likely level of bushfire attack on a subdivision and related development by categorising and mapping land as having a low, moderate or extreme bushfire hazard level.

Bushfire Hazard Level	Characteristics	Bushfire Protection Criteria Required
Low	Areas devoid of standing native vegetation (less than 0.25ha cumulative area); Areas which, due to climatic or vegetation (e.g. rainforest) conditions, do not experience bushfires; Inner urban or suburban areas with maintained gardens and very limited native standing vegetation (less than 0.25ha cumulative area); Pasture or cropping areas with very limited native standing vegetation that is a shrubland, woodland or forest; Generally areas with slopes of less than 10°	Development does not require the application of bushfire planning measures as stipulated in SPP 3.7 and these guidelines; however, it is recommended that the policy measures should remain a consideration of any planning assessment, and that ember protection features be incorporated into building design.
Moderate	Areas containing pasture or cropping areas with slopes in excess of 10°; Open woodlands; Open shrublands; Low shrubs with slopes of less than 10° or flat land; Suburban areas with some native tree cover	All bushfire protection criteria apply, including: Element 1: Location Element 2: Siting and design of development Element 3: Vehicular access Element 4: Water
Extreme	Forests; Woodlands; Tall shrubs; Any area not otherwise categorised as low or moderate	Development will not be supported in these areas unless the hazard level can be permanently reduced to moderate or low and the requirements of the bushfire protection criteria are satisfactorily addressed.

It would be fair to state that in most instances of 'Rural Residential' zoned land within the Shire (this being portions of the White Peak and Waggrakine localities) that, despite the high winds experienced in this region, the significantly lesser fuel load to that of the South-West of the State and the Perth Hills, and the availability of reticulated scheme water hydrants, would not meet

the criteria for extreme bushfire hazard risk, and would more likely be classified as low or moderate.

The Office of Bushfire Risk Management is responsible for preparing and administering the State Bushfire-Prone Area Map. The map is being prepared in stages, with the first stage expected to be available in late 2014, and once complete, will identify all land across the State as being either within, or outside of, a bushfire-prone area.

SPP 32.7 proposes that Bushfire Hazard level assessments should be included as part of the preparation of:

- regional planning schemes and amendments;
- sub-regional structure plans;
- Local Planning Strategies;
- Local Planning Schemes and amendments;
- Structure Plans (district, local and activity centre scales);
- subdivisions; &
- development applications.

Bushfire hazard level assessments must be undertaken by a fire consultant on behalf of a proponent (if the proponent is not the local government) and may form part of a Bushfire Management Plan.

**Bushfire Attack Level assessment**

Bushfire Attack Level assessment is defined by SPP 3.7 as a method of determining a site’s Bushfire Attack Level, as set out in *Australian Standard 3959: Construction of buildings in bushfire-prone areas*, as referenced in the Building Code of Australia, which follows after a Bushfire Hazard level assessment.

A property’s bushfire-prone classification may be reconsidered through the provision of a Bushfire Attack Level assessment by the proponent. If this assessments results in a property having either a Bushfire Hazard level assessment of low, or achieve a BAL-Low classification across the entire portion of land, then development does not require application of the bushfire planning measures as stipulated in SPP 3.7 and the Bushfire Guidelines.

A Bushfire Attack Level assessment classifies land into six categories based on a combination of vegetation type (fuel type, load and structure), effective slope of the land, and the proposed building’s distance from predominant vegetation. The Bushfire Attack Level descriptions and assessment methodology are located in AS3959 as follows:

Bushfire Attack Level	Description
BAL-LOW	There is insufficient risk to warrant any specific construction requirements but there is still some risk.
BAL-12.5	There is a risk of ember attack.
BAL-19	There is a risk of ember attack and burning debris ignited by wind-borne embers and a likelihood of exposure to radiant heat.
BAL-29	There is an increased risk of ember attack and burning debris ignited by wind-borne embers and a likelihood of exposure to an increased level of radiant heat.
BAL-40	There is much increased risk of ember attack and burning debris ignited by wind-borne embers, a likelihood of exposure to a high level of radiant heat and some likelihood of direct exposure to flames from the fire front. Not supported by planning.
BAL-Flame Zone	There is an extremely high risk of ember attack and burning debris ignited by wind-borne embers, and a likelihood of exposure to an extreme level of radiant heat and direct exposure to flames from the fire front. Not supported by planning.



## **Bushfire Management Plan**

A Bushfire Management Plan is defined by SPP 3.7 as being a document that sets out medium to long-term mitigation strategies for managing bushfire hazards and risk which is ongoing for the life of the development. Bushfire Management Plans are generally prepared by fire consultants on behalf of proponents with the assistance of the Department for Fire & Emergency Services where required. They may be used to support rezoning requests, structure plans, and subdivision and development applications and should be prepared in accordance with the model Bushfire Management Plan provided in the Planning for Bushfire Risk Management Guidelines.

Any planning proposal or development application to which SPP 3.7 applies are required to be accompanied by a Bushfire Management Plan prepared by a fire consultant that:

- includes the results of the bushfire hazard assessment determining the applicable hazard level(s) of low, moderate or extreme across the subject site;
- for development proposals, includes a Bushfire Attack Level assessment, to determine the indicative applicable level;
- identifies any bushfire hazard issues arising from the applicable assessment(s); and
- demonstrates that all bushfire protection criteria requirements can be achieved to the satisfaction of the decision-maker.

Proposals for vulnerable or high-risk land uses in moderate bushfire hazard level areas shall not be supported unless they are accompanied by a Bushfire Management Plan, prepared by a fire consultant, that demonstrates compliance with the bushfire protection criteria, and which includes an emergency evacuation plan for proposed occupants and/or risk management for any flammable on-site hazards, to the satisfaction of the decision-maker.

Bushfire Management Plans set out medium to long-term management strategies for fire hazards and risks within a bushfire-prone area, and typically include the results of a bushfire hazard level assessment and/or BAL assessment (where applicable) to identify the extent of bushfire risk for a particular area. Bushfire Management Plans may impose bushfire safety requirements not covered by the *Bush Fires Act 1954*, such as hazard separation zones, strategic access firebreaks on public and private property, firefighting water supply (including standpipes and tanks), firefighting access reservations and easements, and ongoing maintenance responsibilities.

Bushfire Management Plans are not statutory documents but their preparation may be a statutory requirement if prescribed through a statutory planning instrument. They provide technical information to inform planning assessment and are required in the following circumstances:

- as part of a rezoning, where bushfire provisions require it;
- as a requirement of a bushfire Special Control Area;
- during the preparation of a Structure Plan in a bushfire-prone area;
- as a requirement of a Structure Plan;
- as a condition of approval to subdivide land in a bushfire-prone area; and
- as part of, or as a condition of, an application for planning approval in areas identified as being bushfire-prone, or in areas with a moderate or extreme bushfire hazard level, including vulnerable and high-risk land uses.

Local governments are responsible for ensuring ongoing compliance with Bushfire Management Plan through the issuing of fire protection notices under Section 33 of the *Bush Fires Act 1954*. If a landowner fails to implement the requirements of the Bushfire Management Plan applicable to their property they may be subject to fines imposed under that Act. Local governments are already required to keep a register or record of sites which have endorsed Bushfire Management Plans to identify servicing and infrastructure gaps and help inform district-level Bushfire Risk Management Plans.

## **Draft Planning For Bushfire Risk Management Guidelines (2014)**

Section 5.2 of the draft Bushfire Guidelines states that:

*“Local governments have the following responsibilities in relation to the implementation of SPP 3.7:*

- ensuring local planning instruments, including strategies, schemes and scheme amendments and structure plans, incorporate the State bushfire-prone area maps and establish requirements that address bushfire risk;
- administering development controls in accordance with the local planning scheme, with due regard to SPP 3.7 and other policies and publications outlined in these Guidelines;
- seeking WAPC and DFES endorsement of bushfire local planning policies;
- ensuring related documents such as biodiversity strategies address and respond to the bushfire provisions of the local planning documents;
- reviewing BMPs lodged to support planning proposals and development applications for consistency with the objectives and measures of SPP 3.7 and these guidelines;
- preparing bushfire hazard assessments and/ or BAL assessments where land subject of a planning proposal is vested in the control of local government;
- referring proposals that do not comply with the acceptable solutions to DFES;
- referring proposals that have significant environmental implications to DER and proposals abutting DPaW-managed land to DPaW; and
- ensuring ongoing compliance with BMPs on private lands and leaseholds, through the annual issuing of fire protection notices under section 33 of the *Bush Fires Act 1954*.”

## STATUTORY ENVIRONMENT

New legislative amendments to the *Fire and Emergency Services Act 1998* and new bushfire regulations prepared under the *Planning and Development Act 2005* will have the effect of identifying and designating bushfire-prone areas across Western Australia, and establishing planning requirements that will apply for such areas. These reforms are expected to be in place in 2015. As part of wider government reforms, a new State Bushfire-Prone Area Map will be given statutory effect through an amendment to the *Fire and Emergency Services Act 1998*.

The State Bushfire-Prone Area Map is to be prepared by the Office of Bushfire Risk Management and designated by the Fire and Emergency Services Commissioner as part of the revised bushfire planning policy framework. The maps will identify whether a site is considered a bushfire-prone area based on existing vegetation data which has been verified through a combination of local stakeholder advice, aerial photography and site visits. In the interim period where mapping of bushfire-prone areas is not available and a proponent is not clear whether their property is outside a bushfire-prone area, the planning application should include an aerial map of the property covering 100m from the property boundary, to allow the decision-maker to make an informed judgement.

New bushfire regulations are proposed to be made under Section 256 of the *Planning and Development Act 2005* to create deemed provisions (section 257B) that would establish uniform planning requirements to:

- establish a designation power in Local Planning Schemes for the purpose of implementing *Australian Standard 3959: Construction of buildings in bushfire-prone areas* which forms part of the Building Code of Australia;
- provide a reference to the State Bushfire-Prone Area Map for the purpose of identifying areas that require further assessment of the bushfire risk in the planning process and enabling the enforcement of bushfire construction standard AS3959 at the building permit stage;
- define “bushfire-prone area” to include land within 100m of an area of bushfire-prone vegetation equal to or greater than one hectare. This would enable the identification of bushfire-prone areas if either a state map or local government-prepared map is not yet available for the area;
- modify existing planning exemptions in bushfire-prone areas. The majority of Local Planning Schemes across the State exempt single houses and ancillary uses from requiring planning approval. The proposed bushfire regulations would require that proposals for habitable development on land in a bushfire-prone area are required to lodge a planning application where a Bushfire Attack Level of 40 or Flame Zone applies (i.e. the site is considered at extreme risk should a bushfire occur). This requirement will exist irrespective of existing exemptions in the Local Planning Scheme. This would

enable a planning assessment against the objectives and policy measures of SPP 3.7 and the revised guidelines to establish management measures (such as water, access, siting and design), and remove reliance on building construction standards alone to manage risk in extreme risk areas. If the proposed development has a lower Bushfire Attack Level assessment, the exemption from planning approval would continue to apply as the Local Planning Scheme may allow, but the appropriate standards under the Building Code of Australia will be applied at building approval stage.

The State Bushfire-Prone Area Map is intended to:

- trigger additional planning requirements for identified bushfire-prone areas;
- designating areas bushfire-prone for the purpose of triggering use of building construction standards under the Building Code of Australia; and
- increase community awareness of bushfire-prone areas.

The State Bushfire-Prone Area Map is intended to be used as an administrative overlay to a local government's existing Local Planning Scheme Map and may be referred to in Local Planning Policies relating to bushfire. The State Bushfire-Prone Area Map should not be adopted as a Local Planning Scheme Map as the State Map may be updated from time to time as new information becomes available.

Where a local government has prepared, or intends to prepare, a bushfire map covering its municipal area their map may be eligible for consideration to form part of the State Bushfire-Prone Area Map, subject to certification from the Fire & Emergency Services Commissioner. Typically, only local government mapping prepared in accordance with the bushfire hazard assessment methodology will be considered. Local governments that have prepared, or intend to prepare, their own bushfire-prone area map will need to do so in consultation with the Office of Bushfire Risk Management.

Where no state or local government map is available, all land within 100m of an area of bushfire-prone vegetation that is equal to or greater than 1ha will be classified as being bushfire-prone for the purposes of applying SPP 3.7. It would be the proponent's responsibility to identify whether their land is in a default bushfire-prone area as part of their planning application.

There is no formal review process for a proponent to seek a review of their property's designation as being within a bushfire-prone area. Instead, the proponent will need to provide further information on the extent of the bushfire risk as part of their planning application.

For scheme amendments proposing the rezoning of an area, consideration should be given to whether the rezoning will increase the bushfire risk in an area by introducing higher fuel loads or changing the land use intensity or vulnerability, particularly through increased residential development and settlement.

State Planning Policies are prepared and adopted by the WAPC under statutory procedures set out in Part 3 of the *Planning and Development Act 2005*. The process of preparing a State Planning Policy includes public consultation and consideration by the Minister of Planning and the Governor. The WAPC and local governments must have 'due regard' to the provisions of State Planning Policies when preparing or amending Local Planning Schemes and when making decisions on planning matters. The State Administrative Tribunal is also required to take account of State Planning Policies when determining appeals.

## **POLICY IMPLICATIONS**

Local Planning Policies are prepared by local governments to help inform and guide the preparation, assessment and discretionary decision-making of planning applications. Local Planning Policies do not form part of a Local Planning Scheme and have no statutory weight. As such, they cannot be used to establish mandatory development requirements or override scheme provisions but are given 'due regard' in planning decision-making.

A copy of the Shire Local Planning Policy 16.160 – Bushfire Policy – Rural & Special Rural Subdivision & Residential Development has been included as **Attachment 1**. This policy was not revoked or reviewed during the overall Local Planning Policy review at the 19 February 2014 Council meeting to allow regard to be given for the release of SPP 3.7 and the Planning for Bushfire Risk Management Guidelines. It is suggested that following the finalisation of these

documents by the WAPC and the State Bushfire-Prone Area Map as it relates to the Shire Chapman Valley that Local Planning Policy 16.160 be reviewed.

All Local Planning Policies related to bushfire first require the endorsement of both the WAPC and the Department of Fire & Emergency Services prior to being adopted and implemented by local governments. Following public consultation and Council endorsement of the draft Local Planning Policy, the local government must submit a copy of the draft Local Planning Policy to the WAPC with a written request for endorsement of the policy. On receipt of the draft Local Planning Policy, the WAPC will liaise with the Department of Fire & Emergency Services to obtain comments and advice before determining whether to grant endorsement, request amendments to the draft Local Planning Policy, or refuse to endorse the document. Notice of this decision will be provided to the local government from the WAPC.

Once a letter of endorsement has been provided, the Local Planning Policy will become the prevailing position on bushfire for the area for the changes specified. Without endorsement of the Local Planning Policy, SPP 3.7 and these guidelines will prevail to the extent of any inconsistency. In the event that a local government proceeds with the application of a non-compliant Local Planning Policy provision without endorsement, the policy will be open to legal challenge in addition to any right of review as provided for under Part 14 of the *Planning and Development Act 2005*.

### **FINANCIAL IMPLICATIONS**

In the event SPP 3.7 is adopted, Structure Plans prepared under a Local Planning Scheme would be required to include a Bushfire Management Plan prepared by a fire consultant that includes a bushfire hazard level assessment, to ensure that hazard separation and bushfire protection zones can be established at a subsequent planning stage.

Where staged development is proposed, structure plans should make provision for all bushfire protection criteria to be met during the first stage. Any applicable staging plan should ensure that development is logically progressed and the overall bushfire risk is manageable. Specifically, it should avoid identifying pockets of development within un-managed bushland; it should include the location of all access roads in and out of the development; and it should ensure sufficient vegetation clearing to make all lots within the approved stage(s) protected from bushfire risk.

The Shire has undertaken the Buller Development Zone Structure Plan that is currently before the WAPC seeking comment, prior to advertising. Given the absence of a State Bushfire-Prone Area Map at this time and the topography and the presence of native vegetation in the Buller area the WAPC may assume a conservative position and require that a Bushfire Management Plan be prepared as shown in Appendix 2 – Template Bushfire Management Plan of the Bushfire Guidelines.

The Buller Development Zone Structure Plan document notes in Section 2.4 – Bushfire Hazard that:

*“There may be a moderate to extreme risk of bushfire in the area due to pockets of coastal heath vegetation, some extreme slopes and prevailing winds. It will be required that an assessment be undertaken at subdivision stage as a basis for a bushfire management plan and detailed road layout. In addition, the varying conditions throughout the area may result in varying levels of bushfire management (see Figure 8 - Slope Analysis); vegetated areas of higher slope will require detailed consideration of their risk through detailed area plans at the time of subdivision.”*

It is considered likely that the preparation of the State Bushfire-Prone Area Map by the Office of Bushfire Risk Management will concentrate on bushfire hazard areas such as the South-West and Perth Hills prior to attending to areas such as the Mid West, and a timeframe on when the mapping would be complete for this region would be subject to state government resourcing. On this basis it is not recommended that preparation of a Fire Management Plan, if required by the WAPC, be delayed pending the completion of the State Bushfire-Prone Area Map as it relates to the Shire.

- **Long Term Financial Plan:**

Nil

### **STRATEGIC IMPLICATIONS**

It is considered that SPP3.7 is most relevant to rural living and potential rural living areas as identified within the Shire of Chapman Valley Local Planning Strategy which are also shown upon the WAPC's Greater Geraldton Structure Plan (2011).

- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 lists '*ensure we adequately protect and manage the land across the Shire, including weed eradication, mining developments and fire management services*' as an Environmental Strategy.

### **VOTING REQUIREMENTS**

Simple majority

*Mrs Williams and Mrs Raymond entered Chambers at 9.53am*

### **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FORRESTER**

**SECONDED: CR WARR**

That Council:

- 1 Note the draft State Planning Policy 3.7 – Planning for Bushfire Risk Management and draft Planning for Bushfire Risk Management Guidelines.
- 2 Instruct Shire staff to present the draft State Bushfire-Prone Area Map (as it relates to the Shire of Chapman Valley) to Council for comment upon its receipt from the Office of Bushfire Risk Management.
- 3 Instruct Shire staff to present a revised Bushfire Local Planning Policy to Council for comment upon finalisation by the WAPC of State Planning Policy 3.7 – Planning for Bushfire Risk Management and the Planning for Bushfire Risk Management Guidelines.

**Voting 7/0  
CARRIED  
Minute Reference 05/14-3**

16.160	<b>Bushfire Policy – Rural &amp; Special Rural Subdivision &amp; Residential Development</b>	<b>Comment:</b> Due to the increasing risk of bush fire through out the Shire together with a continued demand for the subdivision of rural land and the need for the Local Authority to maintain adequate fire control and protection measures, a genuine requirement exists for appropriate fire management provisions to be developed and used as conditions on subdivision and development approvals. To this end the provisions of this Policy, where applicable, will be included as part of the Council's recommendation to the Western Australian Planning Commission on Rural and Special Rural subdivision applications or imposed as conditions on a respective development approval or building licence issued by Council.	
<b>Scheme provisions:</b> Nil..		<b>Other references:</b> Planning for Bush Fire Protection December 2001; WAPC SPP No.11; WAPC Rural Subdivision Policy 2.6.	<b>Special procedural considerations:</b> Consultation with FESA Geraldton Office for subdivision of Rural and Special Rural land where more than two additional lots is to be created.
<p><b>Policy statement:</b></p> <p><u>Subdivision</u></p> <ol style="list-style-type: none"> <li>1. The Council will only support the subdivision or amalgamation of Special Rural or General Farming zoned land where there is constructed 2wd road access to all proposed lots ensuring sufficient access/egress in the event of a bushfire.</li> <li>2. For the subdivision of Special Rural zoned land where a reticulated water supply is available the Council will require the subdivider to install fire hydrants in accordance with the Water Corporation and FESA requirements.</li> <li>3. For the subdivision of Special Rural or General Farming zoned land where more than three additional lots per application are to be created and no reticulated water supply exists the Council will require the installation of an emergency water supply facility for fire fighting purposes. Such a facility shall include: <ul style="list-style-type: none"> <li>• A guaranteed water supply (from a bore or dam) delivering a minimum flow rate of 450 litres per minute from a tank with all plumbing to be located a minimum of 300mm below ground;</li> <li>• A storage tank with a minimum capacity 10,000 litres;</li> <li>• A tank stand designed and constructed to accord with the Building Code of Australia,</li> <li>• A 50mm metal overhead standpipe and fittings;</li> <li>• A turn-a-round area of a suitable size and surface for a 3.4 fire fighting appliance to be created as a separate allotment ceded to the Council free of charge or amalgamated into an adjoining road reserve;</li> <li>• Fencing of the turn-a-round area to the Council's specifications;</li> <li>• Signage as directed by Council.</li> </ul> <p>Where a facility is already exists in close proximity to the proposed subdivision a cash in-lieu payment based on the following amounts is to be paid per additional lot created, with such funds to be used in maintaining, replacing or providing additional fire fighting equipment and resources as required:</p> <ul style="list-style-type: none"> <li>• For lots less than 40 hectares in area = \$1,250</li> <li>• For lots 40 hectares or more in area = \$1,500</li> </ul> </li> <li>4. Where more than two additional lots are to be created in areas considered by Council to be of medium to high bushfire risk the subdivider will be required to prepare and implement a Fire Management Plan consistent with the fire prevention measures detailed in Part 3 of the</li> </ol>			

'Planning for Bush Fire Protection' December 2001, including:

- Detailed analysis of the fire risk associated with subdivision area;
- The location and available supply of adequate water for fire fighting purposes;
- Access for fire fighting units and alternative egress routes for residents;
- Strategic and alternative firebreak systems;
- Management for specific hazards;
- Environmental considerations;
- Public education of local residents;
- The provision fire protection measures and services including the signage, gates in fences, hazard reduction areas etc.
- Dwelling construction standards in accordance with Australian Standard No. AS3959 for bushfire prone areas;
- Management of public open space and protection of undeveloped land.

#### Residential Development

5. In constructing a single dwelling, grouped dwelling or tourist accommodation on Special Rural or General Farming zoned land the Council will require:

- Where a reticulated water supply is not available a minimum 100,000 litre Rainwater Tank or a 10,000 litre storage tank fed from an on-site dam or under ground bore for domestic and fire fighting purposes. This is to include the installation of a 50mm outlet with gate valve and male coupling located at the base of each tank to be clearly marked "Fire Brigade Connection Point".

NOTE: The taking of water from a domestic supply for fire fighting purposes is only supported by Council where the need arises to protect residential development on the same property or in the event the respective landowner/s has granted consent for the water to be used elsewhere.

- The provision of a minimum 30 metre building protection zone around the dwelling measured from the outer wall of the building which is to be kept free of combustible undergrowth and ground litter at all times;
  - The construction of an internal driveway to 2wd standard with a minimum width of 4.0 metres, horizontal clearance of 6.0 metres and a gradient no greater than 1 in 5.
  - The laying of all water pipes under ground to a minimum depth of 300mm to withstand the effects of a bush fire.
6. The Council will encourage landowners to acquire and maintain their own fire fighting appliance in areas considered to be of a medium to high bushfire risk.
7. This Policy supersedes previous Town Planning Scheme Policy 16.160 adopted 15<sup>th</sup> July 2003.

Amended by Council: 18<sup>th</sup> April 2007

# **9.2 Finance May 2014**

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## **Contents**

### **9.2 AGENDA ITEMS**

- 9.2.1 Financial Reports for April 2014
- 9.2.2 Differential Rates 2014/2015
- 9.2.3 Local Government Master Lending Agreement
- 9.2.4 Shire of Chapman Valley 2014/15 Schedule of Fees and Charges



<b>AGENDA ITEM:</b>	<b>9.2.1</b>
<b>SUBJECT:</b>	<b>FINANCIAL REPORTS FOR APRIL 2014</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>307.04</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>14 MAY 2014</b>
<b>AUTHOR:</b>	<b>DIANNE RAYMOND &amp; KRISTY WILLIAMS</b>

#### **DISCLOSURE OF INTEREST**

Nil

#### **BACKGROUND**

Financial Regulations require a monthly statement of financial activity report to be presented to Council.

#### **COMMENT**

Attached to this report are the monthly financial statements for April 2014 for Council's review.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 Section 6.4*

*Local Government (Financial Management) Regulations 1996 Section 34*

#### **POLICY IMPLICATIONS**

Policy 5.70 Significant Accounting Policies

Extract:

##### *"2. Monthly Reporting*

*In accordance with Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Financial Management Regulations 1996, monthly reporting will be provided as follows:*

- 1. Statement of Financial Activity*
  - 2. Balance Sheet and statement of changes in equity*
  - 3. Schedule of Investments*
  - 4. Operating Schedules 3 – 16*
  - 5. Acquisition of Assets*
  - 6. Trust Account*
  - 7. Reserve Account*
  - 8. Loan Repayments Schedule*
  - 9. Restricted Assets*
  - 10. Disposal of Assets*
- A value of 5 percent is set for reporting of all material variances."*

#### **FINANCIAL IMPLICATIONS**

As presented in April financial statements.

## **STRATEGIC IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR HUMPHREY**

**SECONDED: CR FORRESTER**

That Council receive the financial report for the month of April 2014 comprising the following:

- Summary of Payments
- Summary of Financial Activity,
- Net Current Assets
- Detailed Statement of Financial Activity,
- Details of Cash and Investments,
- Statement of Significant Variations,
- Summary of Outstanding Debts
- Reserve Funds
- Information on Borrowings
- Disposal of Assets
- Acquisition of Assets
- Rating Information
- Trust Fund Reconciliations
- Bank Reconciliation
- Credit Card Statements

**Voting 7/0  
CARRIED  
Minute Reference 05/14-4**

**SHIRE OF CHAPMAN VALLEY**  
**BANK RECONCILIATION**  
**As at 30 April 2014**

**SYNERGY**

<u>Balance as per Cash at Bank Account GL 160000</u>	13,810.81
<u>Balance as per Cash at Bank Account GL 170000</u>	2275557.86
Plus Outstanding Journals to Muni	0.00
Less Outstanding Journals from Muni	0.00
Less Expenditure on smt not in system	
	<b>\$2,289,368.67</b>

**BANK**

Business Account (Account No 000040)	\$ 12,859.49
Investment Accounts (Account No 305784)	\$ <u>2,275,557.86</u>
	<u>2,288,417.35</u>

<i>Less Outstanding Payments</i>	-
<i>Plus Outstanding Deposits</i>	951.32
<i>Less Receipts Not Posted to GL</i>	
<i>Plus Transfer from Trust to Muni</i>	-
	<b>\$ 2,289,368.67</b>

Difference Check 0.00

Date Completed: 1-May-14

Completed by: Moreen Stewart  
Finance Officer

  
\_\_\_\_\_

Reviewed by: Dianne Raymond  
Office Manager

  
\_\_\_\_\_

## List of Accounts Paid - April 2014

Chq/EFT	Date	Name	Amount
<b>MUNICIPAL ACCOUNT</b>			
4908	04/04/2014	Petty Cash	-204.50
EFT16644	04/04/2014	AMP National Mutual	-186.44
EFT16645	04/04/2014	Rest Superannuation	-432.44
EFT16646	04/04/2014	Aussie Natural Spring Water Geraldton	-127.00
EFT16647	04/04/2014	BT Business Super	-181.44
EFT16648	04/04/2014	COLONIAL FIRST STATE FIRST	-1314.56
EFT16649	04/04/2014	David Beveridge Kelly	-280.00
EFT16650	04/04/2014	Guardian Print & Graphics	-584.00
EFT16651	04/04/2014	Highway Auto Barn	-200.00
EFT16652	04/04/2014	Hopkinson Painting	-9500.00
EFT16653	04/04/2014	LGSP	-6749.03
EFT16654	04/04/2014	McKay, Karen	-303.75
EFT16655	04/04/2014	SHIRE OF CV TRUST ACCOUNT	-100.00
EFT16656	04/04/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT16657	04/04/2014	Western Australian Local Govt Association	-495.00
EFT16658	04/04/2014	Western Australian Treasury Corporation	-1912.70
EFT16659	04/04/2014	Westscheme	-181.44
EFT16660	04/04/2014	Quiktrak Security Pty Ltd	-228.00
EFT16661	09/04/2014	Synergy	-115.45
EFT16662	09/04/2014	Water Corporation	-717.51
EFT16663	11/04/2014	BATTILANA, MAURICE	-413.62
EFT16664	11/04/2014	Courier Australia - Toll Ipec	-50.14
EFT16665	11/04/2014	Denison Panel & Paint	-1392.60
EFT16666	11/04/2014	Echelon Australia Pty Ltd - LGIS Risk Management	-3432.00
EFT16667	11/04/2014	Five Star Business Equipment and Communications	-1958.60
EFT16668	11/04/2014	MAIN ROADS WA	-7374.33
EFT16669	11/04/2014	Mid West Group of Affiliated Agricultural Soc	-200.00
EFT16670	11/04/2014	Mid West Regional Council	-1718.75
EFT16671	11/04/2014	Miralec	-1094.94
EFT16672	11/04/2014	Westrac Pty Ltd	-2514.07
EFT16673	16/04/2014	AMP National Mutual	-186.44
EFT16674	16/04/2014	Rest Superannuation	-610.93
EFT16675	16/04/2014	Synergy	-816.00
EFT16676	16/04/2014	Water Corporation	-2622.15
EFT16677	17/04/2014	APV Valuers and Asset Management	-1186.90
EFT16678	17/04/2014	Anthony Abbott	-54.95
EFT16679	17/04/2014	BT Business Super	-250.26
EFT16680	17/04/2014	COLONIAL FIRST STATE FIRST	-1363.00
EFT16681	17/04/2014	Central West Pest Control	-780.00
EFT16682	17/04/2014	GHD Pty Ltd	-6639.60
EFT16683	17/04/2014	Geraldton Fuel	-39103.65
EFT16684	17/04/2014	Guardian Print & Graphics	-389.00
EFT16685	17/04/2014	Highway Auto Barn	-200.00
EFT16686	17/04/2014	LGSP	-8534.99
EFT16687	17/04/2014	Miralec	-2585.00
EFT16688	17/04/2014	Parkfalls Mowing Service	-1180.00
EFT16689	17/04/2014	Ray Stent	-181.50
EFT16690	17/04/2014	SHIRE OF CV TRUST ACCOUNT	-100.00
EFT16691	17/04/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT16692	17/04/2014	Westscheme	-281.01
EFT16693	22/04/2014	Australian Taxation Office	-15714.64
EFT16694	29/04/2014	AMP National Mutual	-144.73
EFT16695	29/04/2014	Rest Superannuation	-426.70

Chq/EFT	Date	Name	Amount
EFT16696	29/04/2014	Telstra	-4689.30
EFT16697	29/04/2014	Water Corporation	-1439.00
EFT16698	30/04/2014	GERALDTON PLUMBING SERVICES	-457.00
EFT16699	30/04/2014	AMPAC Debt Recovery (WA) Pty Ltd	-423.50
EFT16700	30/04/2014	Apprentice and Traineeship Company - Midwest	-977.46
EFT16701	30/04/2014	Atom Supplies	-412.59
EFT16702	30/04/2014	Australia Post	-131.99
EFT16703	30/04/2014	BT Business Super	-200.73
EFT16704	30/04/2014	Bridgestone Tyre Centre	-1222.10
EFT16705	30/04/2014	Bunnings Group Limited	-1334.26
EFT16706	30/04/2014	CJD Equipment PTY LTD	-392.54
EFT16707	30/04/2014	COLONIAL FIRST STATE FIRST	-1522.13
EFT16708	30/04/2014	Courier Australia - Toll Ipec	-17.75
EFT16709	30/04/2014	Elders	-5749.80
EFT16710	30/04/2014	Geraldton Ag Services	-776.61
EFT16711	30/04/2014	Geraldton Decorator Centre T/A Paint Place Geraldton	-264.04
EFT16712	30/04/2014	Geraldton Toyota	-1143.27
EFT16713	30/04/2014	Glenfield IGA	-112.64
EFT16714	30/04/2014	Great Northern Rural Services	-308.90
EFT16715	30/04/2014	Hoppys Parts R Us	-58.58
EFT16716	30/04/2014	Infoxchange	-2976.60
EFT16717	30/04/2014	K9 Electrical	-100.10
EFT16718	30/04/2014	Komatsu - Geraldton	-328.75
EFT16719	30/04/2014	LANDGATE	-121.70
EFT16720	30/04/2014	LGSP	-6982.66
EFT16721	30/04/2014	Leading Edge Computers	-539.00
EFT16722	30/04/2014	M & B Quality Building Products	-625.35
EFT16723	30/04/2014	McLeods Barristers and Solicitors	-4187.36
EFT16724	30/04/2014	Midwest Chemical & Paper	-429.43
EFT16725	30/04/2014	Miles Glass & Fly Screens Pty Ltd	-230.00
EFT16726	30/04/2014	Miralec	-1096.70
EFT16727	30/04/2014	NEVILL & CO PTY LTD	-833.35
EFT16728	30/04/2014	Purcher International	-3599.77
EFT16729	30/04/2014	SHIRE OF CV TRUST ACCOUNT	-100.00
EFT16730	30/04/2014	STAPLES AUSTRALIA PTY LIMITED	-310.53
EFT16731	30/04/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT16732	30/04/2014	Shire of Northampton	-594.00
EFT16733	30/04/2014	Stewart & Heaton Clothing Co Pty Ltd.	-77.43
EFT16734	30/04/2014	Sun City Plumbing	-2512.09
EFT16735	30/04/2014	The West Australian	-775.71
EFT16736	30/04/2014	ThinkWater Geraldton	-2187.15
EFT16737	30/04/2014	Transwest Tyres	-36.30
EFT16738	30/04/2014	Tru Blu Hire Group Pty Ltd	-800.01
EFT16739	30/04/2014	Truckline	-272.71
EFT16740	30/04/2014	Tudor House	-121.00
EFT16741	30/04/2014	Western Resource Recovery Pty Ltd	-368.15
EFT16742	30/04/2014	Westrac Pty Ltd	-853.59
EFT16743	30/04/2014	Westscheme	-186.15
EFT16744	30/04/2014	Wonthella Supa IGA	-176.45
			<u>-180,671.13</u>

**TRUST ACCOUNT**

No Payments

0.00

**Shire of Chapman Valley**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30th April 2014**

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**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**Shire of Chapman Valley**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Nature or Type)**  
**For the Period Ended 30th April 2014**

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d) FM Reg 34(5)		
	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Note	\$	\$	\$	\$	%	
<b>Operating Revenues</b>						
Grants, Subsidies and Contributions	0	932,997	677,583	685,079	7.4%	1.1%
Profit on Asset Disposal	10	135,112	0	198,163	198,163	100.0%
Fees and Charges		386,221	344,290	330,140	(14,150)	(4.2%)
Interest Earnings		66,140	55,070	72,933	17,863	24.5%
Other Revenue		1,000	820	2,773	1,953	70.4%
<b>Total (Excluding Rates)</b>		1,521,470	1,077,763	1,289,086	211,325	
<b>Operating Expense</b>						
Employee Costs		(1,239,817)	(1,032,790)	(942,004)	90,786	9.6%
Materials and Contracts		(1,786,334)	(1,337,935)	(623,552)	714,383	114.6%
Utilities Charges		(63,060)	(53,160)	(51,373)	1,787	3.5%
Depreciation (Non-Current Assets)		(1,061,505)	(884,510)	(880,173)	4,337	0.5%
Interest Expenses		(22,740)	(18,910)	(11,234)	7,676	68.3%
Insurance Expenses		(190,096)	(176,002)	(185,965)	(9,963)	(5.4%)
Loss on Asset Disposal	10	0	0	0	0	
Other Expenditure		(3,000)	(4,160)	(25,175)	(21,015)	(83.5%)
<b>Total</b>		(4,369,372)	(3,597,467)	(2,719,476)	787,991	
<b>Funding Balance Adjustment</b>						
Add Back Depreciation		1,061,505	796,129	880,173	84,044	9.5%
Adjust (Profit)/Loss on Asset Disposal	10	(135,112)	0	(198,163)	(198,163)	100.0%
Adjust Provisions and Accruals		0	0	0	0	
<b>Net Operating (Ex. Rates)</b>		(1,921,509)	(1,633,575)	(740,378)	885,197	
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	0	2,090,058	1,660,117	1,018,899	(641,218)	(62.9%)
Proceeds from Disposal of Assets	10	372,425	372,425	323,437	(48,988)	(15.1%)
Proceeds from New Debentures		160,000	160,000	151,500	(8,500)	(5.6%)
Transfer from Reserves	9	177,789	133,342	12,459	(120,882)	(97.6%)
<b>Total</b>		2,800,272	2,325,884	1,506,295	(819,589)	
<b>Capital Expenses</b>						
Land and Buildings		(187,294)	(129,711)	(48,186)	81,525	169.2%
Plant and Equipment	10	(655,360)	(655,360)	(113,667)	541,693	476.6%
Furniture and Equipment	10	0	0	(8,721)	(8,721)	(100.0%)
Tools and Equipment	10	(9,000)	0	0	0	
Infrastructure Assets - Roads	10	(2,926,988)	(2,404,400)	(1,205,687)	1,198,719	99.4%
Repayment of Debentures	10	(186,585)	(178,351)	(149,950)	28,401	18.9%
Transfer to Reserves	9	(43,805)	(32,854)	(28,787)	4,067	14.1%
<b>Total</b>		(4,009,032)	(3,400,682)	(1,554,998)	1,845,684	
<b>Net Capital</b>		(1,208,760)	(1,074,798)	(48,703)	1,026,095	
<b>Total Net Operating + Capital</b>		(3,130,269)	(2,708,373)	(797,081)	1,911,292	
Rate Revenue		2,074,890	2,074,890	2,073,348	(1,542)	(0.1%)
Opening Funding Surplus(Deficit)		1,085,019	1,085,019	1,085,019	0	0.0%
<b>Closing Funding Surplus(Deficit)</b>	3	29,640	451,536	2,361,286	1,909,750	

**Shire of Chapman Valley**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30th April 2014**

	FM Reg 34(1)(a)	FM Reg 34(1)(b)	FM Reg 34(1)(c)	FM Reg 34(1)(d) FM Reg 34(5)		
	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var. ▲
Note	4	(a)	(b)	3	3	
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	10,527	7,046	10,740	3,694	34.39%	
General Purpose Funding	470,561	359,498	378,610	19,112	5.05%	
Law, Order and Public Safety	451,960	29,230	151,302	122,072	80.68%	▲
Health	4,820	4,000	7,177	3,177	44.27%	
Education and Welfare	7,100	7,100	7,149	49	0.69%	
Housing	200,644	22,917	221,632	198,715	89.66%	▲
Community Amenities	520,636	366,316	345,438	(20,878)	(6.04%)	
Recreation and Culture	125,069	111,338	109,174	(2,364)	(1.98%)	
Transport	1,769,615	1,768,045	1,004,372	(763,673)	(76.03%)	▼
Economic Services	21,650	4,920	26,776	21,856	81.63%	▲
Other Property and Services	68,961	57,470	45,617	(11,853)	(25.90%)	▼
<b>Total (Excluding Rates)</b>	3,651,543	2,737,880	2,307,987	(429,893)		
<b>Operating Expense</b>						
Governance	(415,123)	(305,559)	(252,869)	52,690	20.84%	▼
General Purpose Funding	(233,785)	(180,920)	(145,256)	35,664	24.55%	▼
Law, Order and Public Safety	(141,290)	(120,165)	(141,210)	(21,045)	(14.90%)	▲
Health	(25,664)	(21,360)	(14,755)	6,605	44.76%	
Education and Welfare	(1,276)	(1,050)	(629)	421	66.93%	
Housing	(36,375)	(30,290)	(28,661)	1,629	5.68%	
Community Amenities	(1,150,470)	(896,960)	(470,726)	426,234	90.55%	▼
Recreation and Culture	(464,882)	(387,000)	(310,886)	76,114	24.40%	▼
Transport	(1,709,722)	(1,392,170)	(1,143,942)	248,228	21.70%	▼
Economic Services	(186,783)	(155,619)	(142,572)	13,038	9.14%	
Other Property and Services	(44,037)	(16,383)	(67,971)	(51,588)	(75.90%)	▲
<b>Total</b>	(4,409,387)	(3,507,467)	(2,719,477)	787,990		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	1,061,505	796,129	880,173	84,044	9.55%	
Adjust (Profit)/Loss on Asset Disposal	(135,112)	0	(198,163)	(198,163)	100.00%	
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	168,549	26,542	270,520	243,978		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	372,425	372,425	323,437	(40,988)	(13.15%)	▼
Proceeds from New Debentures	160,000	160,000	151,500	(8,500)	(5.61%)	
Transfer from Reserves	177,789	133,342	12,459	(120,883)	(97.62%)	▼
<b>Total</b>	710,214	665,767	487,396	(178,371)		
<b>Capital Expenses</b>						
Land and Buildings	(187,294)	(129,711)	(48,186)	81,525	169.19%	▼
Plant and Equipment	(655,360)	(655,360)	(113,667)			
Furniture and Equipment	0	0	(8,721)			
Tools and Equipment	(9,000)	0	0	0		
Infrastructure Assets - Roads	(2,926,988)	(2,404,406)	(1,205,687)	1,198,719	99.42%	▼
Repayment of Debentures	(186,585)	(178,351)	(149,950)	28,401	18.94%	▼
Transfer to Reserves	(43,805)	(32,854)	(28,787)	4,067	14.13%	
<b>Total</b>	(4,009,032)	(3,400,682)	(1,554,998)	1,312,712		
<b>Net Capital</b>	(3,298,818)	(2,734,915)	(1,067,602)	1,134,341		
<b>Total Net Operating + Capital</b>	(3,130,269)	(2,708,373)	(797,082)	1,378,319		
Rate Revenue	2,074,890	2,074,890	2,073,348	(1,542)	(0.07%)	
Opening Funding Surplus(Deficit)	1,685,019	1,085,019	1,085,019	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	29,640	451,536	2,361,285	1,376,777		



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

**(c) Rounding Off Figures**

All figures shown in this statement are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

**(g) Trade and Other Receivables**

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Inventories**

**General**

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

**Land Held for Resale**

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings		2 - 3%
Furniture and Equipment		10-25%
Plant and Equipment		7 - 20%
Motor Vehicles		7 - 20%
Roads - Pavement		50 years
Roads - Seal		20 - 25 yrs
Gravel Roads	Pavement	12 yrs
	Gravel Sheet	12 years

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Trade and Other Payables**

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***Borrowing Costs***

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(o) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity, neighbourhood surveillance services and water. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associated with the employment of persons such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**(q) Nature or Type Classifications (Continued)**

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Details of expenses related to Council's eight councillors, who normally meet the third Wednesday of each month, make policy decisions, review Council's operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

**GENERAL PURPOSE FUNDING**

Rates - the amount raised is determined by Council's budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

**LAW, ORDER, PUBLIC SAFETY**

Supervision of by-laws, fire prevention and animal control.  
Requirements that Council carries out by statute.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(r) STATEMENT OF OBJECTIVE (Continued)**

**HEALTH**

Food quality control, immunisation, contributions to medical, health and operation of the child health clinic.

Council is a member of a group health scheme North Eastern Wheatbelt Health Scheme. Monitors food quality and caters for health requirements for the broader community.

**EDUCATION AND WELFARE**

Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

**HOUSING**

Provides and maintains housing rented to staff and non-staff. Council is a major landlord, providing accommodation for aged, pensioner, single, married and Government Employees.

**COMMUNITY AMENITIES**

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Owns and operates the town site deep sewerage service. Controls and maintains one rubbish disposal site.

**RECREATION AND CULTURE**

Maintenance of hall, the aquatic centre, library and various reserves.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

**ECONOMIC SERVICES**

Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

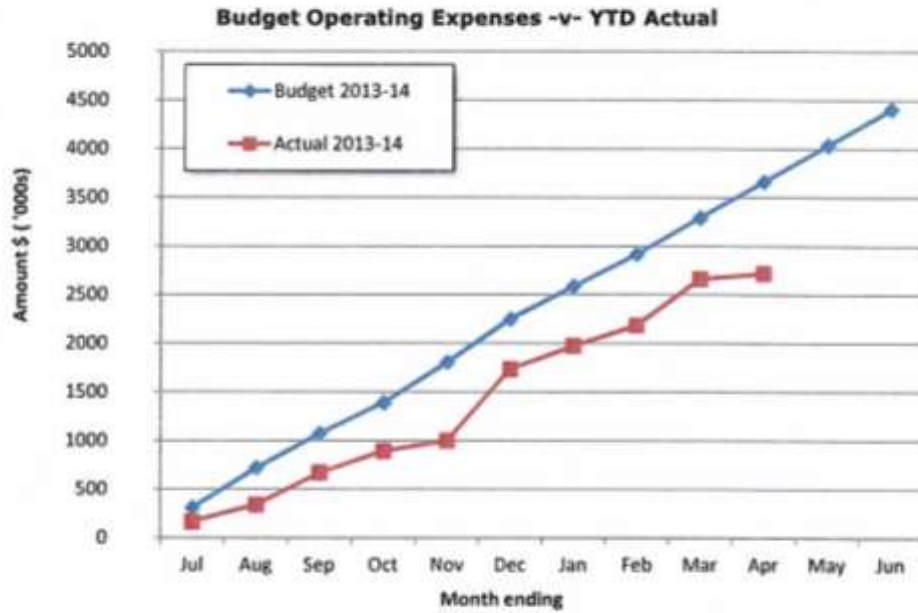
**OTHER PROPERTY & SERVICES**

Private works carried out by council and indirect cost allocation pools.

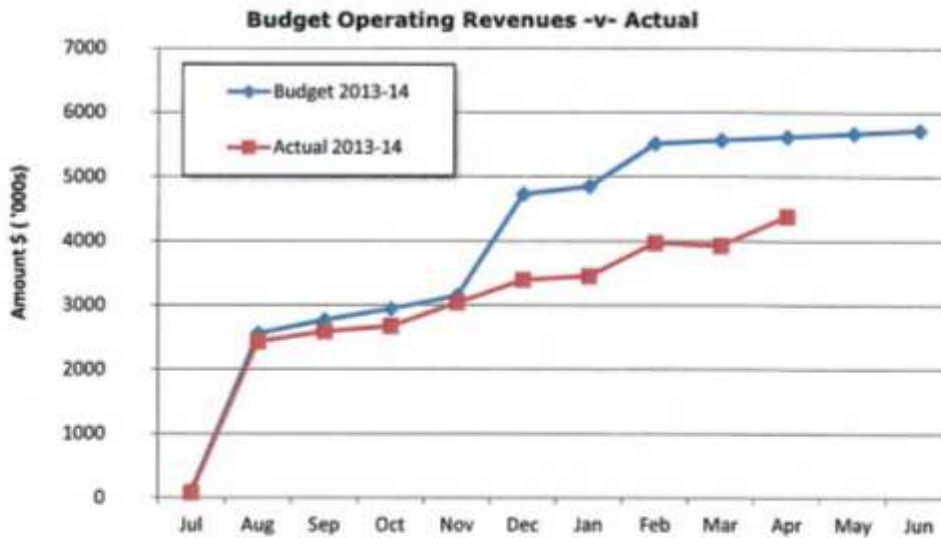
Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

FM Reg  
 34 (2)(c) Note 2 - Graphical Representation - Source Statement of Financial Activity

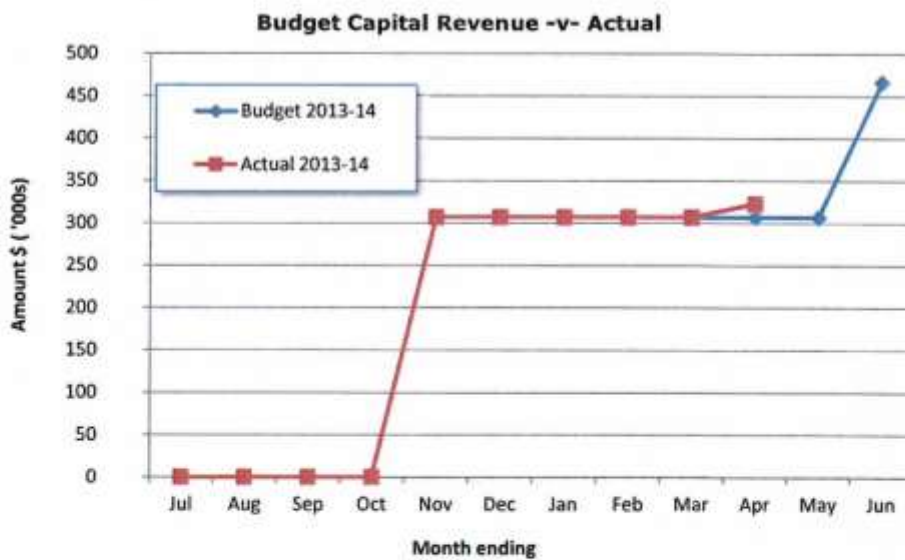
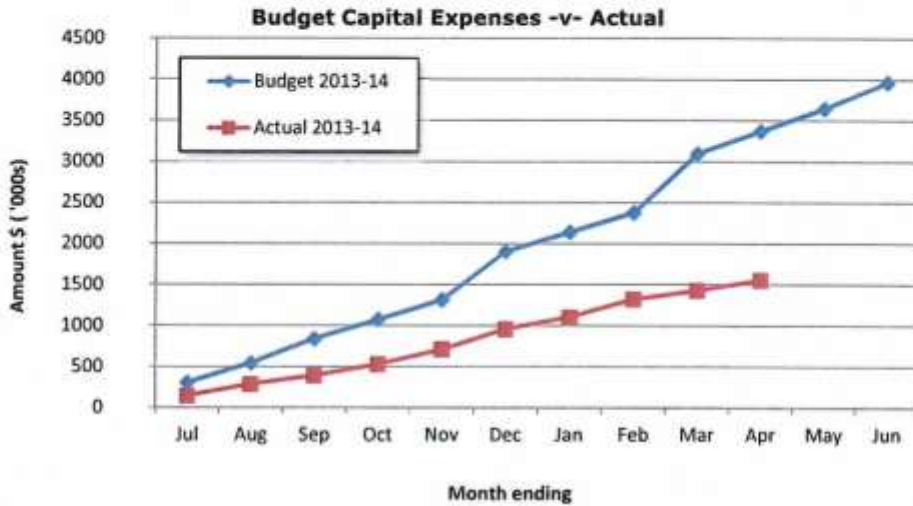


**Comments/Notes - Operating Expenses**



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



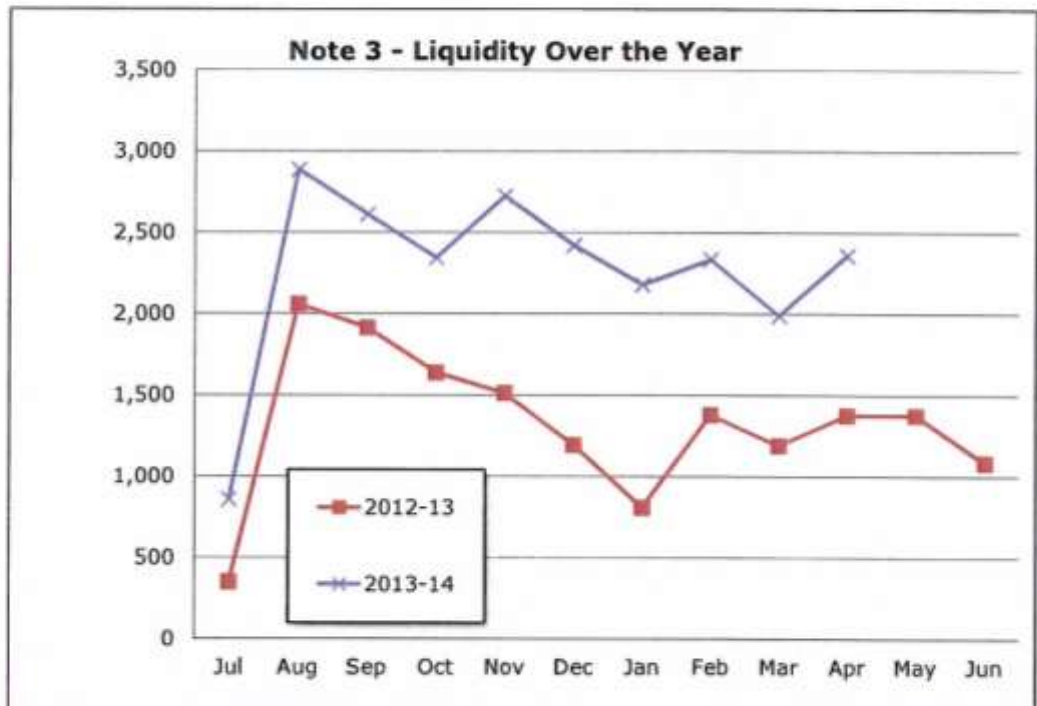
**Comments/Notes - Capital Revenues**



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

FM Reg  
 34 (2)(a) **Note 3: NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit)			
	2013-14			
	Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		2,290,069	1,879,428	1,298,979
Cash Restricted		1,163,376	1,156,598	1,620,760
Receivables - Rates and Rubbish		117,776	144,359	106,668
Receivables -Other		44,378	4,520	109,294
Inventories		10,600	10,600	4,434
		3,626,199	3,195,505	3,140,135
<b>Less: Current Liabilities</b>				
Payables		(25,899)	(22,063)	(71,925)
GST Payable		(75,637)	(26,053)	(71,381)
Provisions		(256,491)	(256,491)	(168,966)
		(358,027)	(304,607)	(312,272)
Less: Cash Restricted		(1,163,376)	(1,156,598)	(1,620,760)
Less: Loan Liability not required to be funded		256,491	256,491	168,966
<b>Net Current Funding Position</b>		<b>2,361,287</b>	<b>1,990,791</b>	<b>1,376,069</b>



**Comments - Net Current Funding Position**

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

FM Reg  
 34 (2)(c) **Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
At Call (000040)		69,811			69,811	WBC	Call
At Call (305784)		2,219,558			2,219,558	WBC	Call
At Call (000067)				187,875			
<b>(b) Term Deposits</b>							
TD 39-6911 - Leave			41,130		41,130	WBC	
TD 39-6938 - Water			13,481		13,481	WBC	
TD 39-6903 - Office			17,619		17,619	WBC	
TD 39-2531 - Vehicle			103,960		103,960	WBC	
TD 39-2582 - Legal			27,697		27,697	WBC	
TD 39-6946 - Grants			608		608	WBC	
TD 39-2574 - Land			117,174		117,174	WBC	
TD 39-2590 - Roadworks			109,754		109,754	WBC	
TD 39-2582 - Landcare			82,753		82,753	WBC	
TD 39-2558 - Building			649,200		649,200	WBC	
TD 462763 - POS Bill Hemsley Park				272,727		WBC	11.06.2014
TD 454181 - POS Wokarena				122,895		WBC	30.07.2014
TD 454202 - Wokarena Intersection Upgrade				109,587		WBC	30.07.2014
<b>Total</b>		<b>2,289,369</b>	<b>1,163,376</b>	<b>693,084</b>	<b>3,452,745</b>		

Shire of Chapman Valley  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30th April 2014

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	Variance		\$'000	
	Timing	Permanent	Timing	Permanent
<b>5.1 OPERATING REVENUE (EXCLUDING RATES)</b>				
<b>5.1.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
GL 1883 Waste Mgt Facility	■		-12	
GL 2203 Landcare grant not yet received	■		-21	
GL 3633 Mens Shed grant not yet received	■		-25	
GL 4513 Diesel Fuel Rebate exceeds budget estimate		■		10
<b>5.1.2 PROFIT ON ASSET DISPOSAL</b>				
<b>5.1.3 FEES AND CHARGES</b>				
<b>5.1.4 INTEREST EARNINGS</b>				
GL 0453 Interest received on municipal fund exceeds budget		■		21
<b>5.1.5 OTHER REVENUE</b>				
<b>5.2 OPERATING EXPENSES</b>				
<b>5.2.1 EMPLOYEE COSTS</b>				
<b>5.2.2 MATERIAL AND CONTRACTS</b>				
FBT has not been paid in instalments this year	■		15	
GL 0632 Staff training is currently budget under budget	■		15	
GL 0682 Consultancy is currently under budget, \$25000 will be expended in May for revaluation of land and buildings and the remainder needs to be transferred to salaries for the accounting work	■		31	
GL 1762 Domestic rubbish collection below budget. The supplier invoices have been delayed and it is expected to pay these funds by year end.	■		48	
GL 1892 Waste Mgt Facility	■		16	
GL 1902 Landcare grant expenditure below budget	■		92	
GL 2022 Landcare expenditure below budget	■		33	
GL 2042 Declared species expenditure below budget	■		60	
GL 3132 Mens Shed project not commenced	■		70	
GL 7052 Surveying expenses for Town Planning	■		13	
GL 3372 Road Maintenance materials are below budget as construction work took more time than budgeted		■		50
GL 3502 Depot maintenance below budget	■			
GL 4242 Gravel pit rehabilitation not commenced	■		15	
GL 4492 Parts and repairs are below budget		■		50
GL 4542 Fuel purchases are below budget		■		20
GL 7072 Planning project - Buller Development Zone Structural Plan not complete	■			
<b>5.2.3 UTILITY CHARGES</b>				
<b>5.2.4 DEPRECIATION (NON CURRENT ASSETS)</b>				
<b>5.2.5 INTEREST EXPENSES</b>				
<b>5.2.6 INSURANCE EXPENSES</b>				
<b>5.2.7 LOSS ON ASSET DISPOSAL</b>				
<b>5.2.8 OTHER EXPENDITURE</b>				

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**Note 5: MAJOR VARIANCES**

Comments/Reason for Variance	Variance		\$'000	
	Timing	Permanent	Timing	Permanent
<b>5.3 CAPITAL REVENUE</b>				
<b>5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
GL 0915 FESA grant for Nabawa vehicle not received		■	-303	
GL 3173 Midwest Regional Road Group funds not yet received	■		-245	
GL 3154 Blackspot funding	■		-20	
GL 3183 Royalties for Regions - delayed to 14/15 with corresponding material costs also delayed - East Bowes Road		■		-500
<b>5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>				
GL 3575 Sale of water tanker, side tipper and utility has not yet occurred		■	-65	
<b>5.3.3 PROCEEDS FROM NEW DEBENTURES</b>				
<b>5.3.4 PROCEEDS FROM SALE OF INVESTMENT</b>				
<b>5.3.5 PROCEEDS FROM ADVANCES</b>				
<b>5.3.6 SELF-SUPPORTING LOAN PRINCIPAL</b>				
<b>5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>				
GL 2055 Transfer from Landcare Reserve is not yet required, it is for the expenditure for the declared species group	■		-50	
<b>5.4 CAPITAL EXPENSES</b>				
<b>5.4.1 LAND HELD FOR RESALE</b>				
<b>5.4.2 LAND AND BUILDINGS</b>				
<b>5.4.3 PLANT AND EQUIPMENT</b>				
GL 3554 Plant and Equipment to be purchased - loan funds are already received	■		238	
GL 0915 FESA fire vehicle not yet received	■		303	
<b>5.4.4 FURNITURE AND EQUIPMENT</b>				
<b>5.4.5 INFRASTRUCTURE ASSETS - ROADS</b>				
GL 3125 East Bowes Road work delayed until 14/15 due to funding delay		■		500
GL 3126 Regional Road Group work not yet complete	■		445	
GL 3184 Eliza Shaw Road corner widening	■		15	
GL 3234 Blackspot Expenditure not yet complete	■		15	
<b>5.4.6 INFRASTRUCTURE ASSETS - OTHER</b>				
<b>5.4.7 PURCHASES OF INVESTMENT</b>				
<b>5.4.8 REPAYMENT OF DEBENTURES</b>				
<b>5.4.9 ADVANCES TO COMMUNITY GROUPS</b>				
<b>5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>				
<b>5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>				
<b>5.5 OTHER ITEMS</b>				
<b>5.5.1 RATE REVENUE</b>				
<b>5.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>		■		175
			683	326

In accordance with AAS 5, Council adopted 10% with \$10,000 minimum as the value to be used in the detailed statement of financial activity for reporting material variances.

Shire of Chapman Valley  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th April 2014

FM Reg  
34 (2)(c) **Note 6: BUDGET AMENDMENTS**  
Amendments to original budget since budget adoption. Surplus/(Deficit)

This note is not yet available and will be provided at a later date

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

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(2)(c) **Note 7: RECEIVABLES**

**Receivables - Rates and Rubbish**

Opening Arrears Previous Years  
 Rates Levied this year  
 Less Collections to date  
 Equals Current Outstanding

**Net Rates Collectable**  
 % Collected

Current 2013-14	Previous 2012-13
\$ 41	\$ n/a
2,073	1,885
(1,997)	(1,778)
<b>117</b>	<b>107</b>
<b>117</b>	<b>107</b>
94.47%	n/a

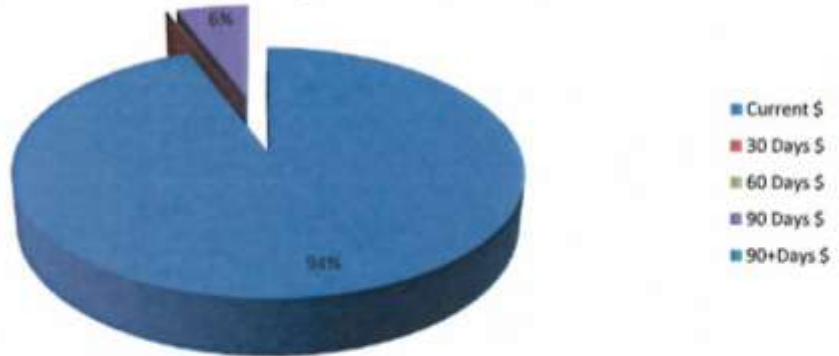
**Receivables - General**

**Total Outstanding**

Current	30 Days	60 Days	90 Days	90+Days
\$ 41,839	\$ 0	\$ 40	\$ 2,500	\$ 0
		2,499		<b>44,379</b>

Amounts shown above include GST (where applicable)

**Note 7 - Accounts Receivable (Non Rates)**



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**Note 7a: RATES**

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2013/14 Budgeted Rate Revenue \$	2013/14 Budgeted Interim Rates \$	2013/14 Budgeted Back Rates \$	2013/14 Budgeted Total Revenue \$	2012/13 Actual \$
<b>General Rate</b>								
GRV	10.4802	287	2,750,243	288,231	9,241	5	297,477	252,720
UV Rural	0.8729	398	173,986,482	1,518,728	343		1,519,071	1,422,727
UV Oakajee Industrial Estate	1.8399	3	8,974,000	165,113			165,113	154,359
<b>Sub-Totals</b>		688	185,710,725	1,972,072	9,584	5	1,981,661	1,829,806
<b>Minimum Rates</b>								
	<b>Minimum \$</b>							
GRV	650	141	609,335	91,650			91,650	103,950
UV Rural	320	19	95,625	6,080			6,080	6,600
UV Oakajee Industrial Estate	320	0	0	0			0	0
<b>Sub-Totals</b>		160	704,960	97,730	0	0	97,730	110,550
Less Concessions							2,079,391	1,940,356
Less Write-off allowance							0	0
Specified Area Rates							0	(\$2,900)
Movement in Excess Rates							0	0
Discounts							(\$6,044)	(\$53,782)
<b>Totals</b>							2,073,347	1,883,674

Shire of Chapman Valley  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th April 2014

**Note 8: GRANTS AND CONTRIBUTIONS**

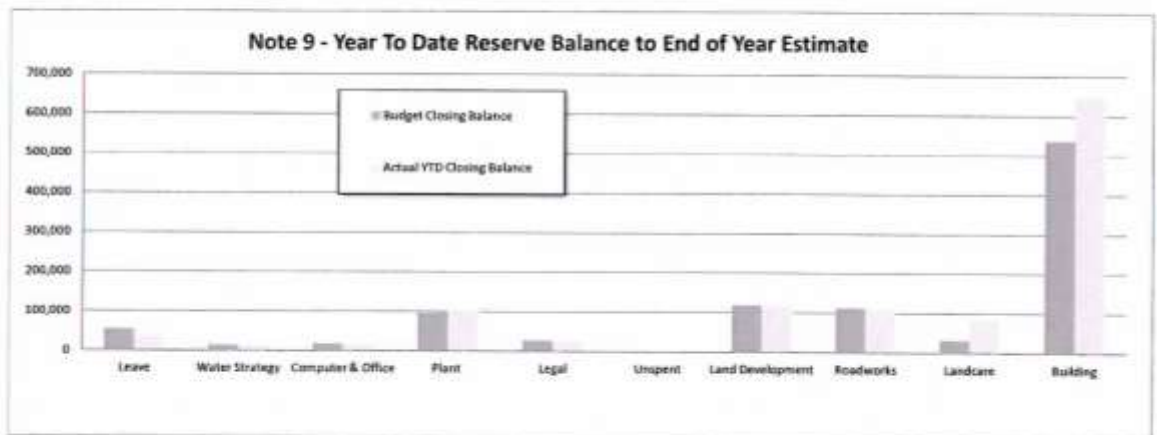
Comments - Grants and Contributions									
Program/Details GL	Provider	Approval (Yes/No)	2013-14 Budget \$	Variations Additions (Deletions) \$	Capital \$	Operating \$	Revised Grant \$	Receipt Status	
								Received \$	Not Received \$
<b>GENERAL PURPOSE GRANTS</b>									
Grants Commission Roads	Grants Comm.	Yes	231,081	0	0	231,081	231,081	172,386	58,695
Grants Commission Equalisation	Grants Comm.	Yes	159,825	0	0	159,825	159,825	116,775	43,050
<b>ADMINISTRATION</b>									
Local Government Energy Efficiency		No	3,299	0	0	3,299	3,299	0	3,299
Generator funding	Unknown	No	18,000	(18,000)	0	18,000	0	0	0
<b>LAW, ORDER, PUBLIC SAFETY</b>									
Fire Brigade Operating	FESA	Yes	26,400	0	0	26,400	26,400	28,994	0
Purchase of Nabawa BFB 4.4	FESA	Yes	303,300	0	303,300	0	303,300	0	303,300
Purchase of Yuna BFB Light Tanker	FESA	Yes	113,560	0	113,560	0	113,560	113,667	0
Cat Act Implementation		No	5,335	(5,335)	0	5,335	0	0	0
<b>EDUCATION AND WELFARE</b>									
Nabawa Playgroup improvements	RDA	No	16,000	(16,000)	16,000	0	0	0	0
<b>HOUSING</b>									
Local Government Energy Efficiency			13,197	(3,300)	0	13,197	9,897	0	9,897
<b>COMMUNITY AMENITIES</b>									
Saluting Their Service	Dept Vet Affairs		3,400	0	3,400	0	3,400	0	3,400
Mens Shed	Australia Post		25,000	0	25,000	0	25,000	0	25,000
Mens Shed	Chapman Valley Mens Shed		22,500	0	22,500	0	22,500	0	22,500
Mens Shed	Corporato Sponsorship		17,000	(17,000)	17,000	0	0	0	0
Nabawa Cemetery Improvements	RDA	No	22,464	(22,464)	22,464	0	0	0	0
Waste Management Improvement Plan			0	40,890	0	0	40,890	8,178	32,712
Regional Collaboration	NACC		5,000	0	0	5,000	5,000	5,000	0
Rivers and Wetlands	NACC		5,000	0	0	5,000	5,000	5,000	0
Dune Rehabilitation	WA Planning Commission		0	0	0	0	0	2,700	0
Boothorn Spraying			69,000	(69,000)	0	69,000	0	0	0
Education Package	NACC		156,000	0	0	156,000	156,000	75,000	81,000
Greenough River Fencing and Reveg	Biodiversity Fund		435,500	0	0	435,500	435,500	0	435,500
Moresby Stage 4			50,000	(50,000)	0	50,000	0	0	0
Upper Chapman Stage 4			50,000	(50,000)	0	50,000	0	0	0
South Coronation Viewing Platform	GPA		22,400	(22,400)	0	22,400	0	0	0
Declared Species Grant			10,000	13,000	0	10,000	23,000	21,845	1,155
<b>RECREATION AND CULTURE</b>									
Capturing, Connecting and Celebrating the last 100 years	Dept Sustainability	Yes	11,049	0	11,049	0	11,049	11,049	0
Celebrating 100 years of Old Roads Board Building	Dept Sustainability	Yes	4,150	0	4,150	0	4,150	4,150	0
Conservation of Old Roads Board Building	Lotterywest	Yes	32,540	(4,950)	32,540	0	27,590	24,890	2,700
Nanson Museum Arbour Improvements Project	RDA	No	10,000	(10,000)	10,000	0	0	0	0
<b>TRANSPORT</b>									
<b>REGIONAL ROAD GROUP</b>									
Dartmoor Road gravel sheeting	MRWA	Yes	196,643	0	196,643	0	196,643	78,657	117,986
Yuna Tenindewa Road	MRWA	Yes	218,023	0	218,023	0	218,023	174,418	43,605
<b>COMMODITY ROUTE FUNDING</b>									
East Nabawa Road	MRWA	Yes	140,000	0	140,000	0	140,000	56,000	84,000
<b>BLACKSPOT FUNDING</b>									
Nabawa Yetna Road	MRWA	Yes	23,533	0	23,533	0	23,533	14,523	9,010
Chapman Valley Road	MRWA	Yes	25,333	(14,667)	25,333	0	10,666	10,666	0
<b>ROADS TO RECOVERY</b>									
East Bowes Road	Fed Govt	Yes	174,179	0	174,179	0	174,179	174,179	0
<b>ROYALTIES FOR REGIONS</b>									
East Bowes Road	Depe Reg Development	No	867,365	0	867,365	0	867,365	367,365	500,000
<b>DIRECT ROAD GRANT</b>									
Direct Road Grant	MRWA	Yes	91,440	0	91,440	91,440	91,440	91,440	0
<b>ECONOMIC SERVICES</b>									
<b>OTHER PROPERTY &amp; SERVICES</b>									
<b>TOTALS</b>			<b>3,577,516</b>	<b>(249,226)</b>	<b>2,317,479</b>	<b>1,351,477</b>	<b>3,328,290</b>	<b>1,546,216</b>	<b>1,787,475</b>
Comments - Grants and Contributions									



Shire of Chapman Valley  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30th April 2014

FM Reg  
 34 (2)(c) **Note 9: Cash Backed Reserve**

2013-14	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave	52,646	1,800	943	0	0	0	(12,459)		54,446	41,130
Water Strategy	13,204	400	277	0	0	0	0		13,604	13,481
Computer & Office	12,646	500	308	4,665	4,665	0	0		17,811	17,619
Plant	101,820	5,000	2,139	0	0	(10,000)	0	Budget	96,820	103,959
Legal	27,126	840	570	0	0	0	0		27,966	27,696
Unspent	608	0	0	0	0	0	0		608	608
Land Development	114,706	4,500	2,467	0	0	0	0		119,206	117,173
Roadworks	107,496	5,000	2,259	0	0	0	0		112,496	109,755
Landcare	80,958	1,100	1,795	0	0	(50,000)	0	Budget	31,998	82,753
Building	635,838	20,000	13,362	0	0	(117,729)	0	Budget	538,109	649,200
	<b>1,147,048</b>	<b>39,140</b>	<b>24,128</b>	<b>4,665</b>	<b>4,665</b>	<b>(177,789)</b>	<b>(12,459)</b>		<b>1,013,064</b>	<b>1,163,374</b>



**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

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(2)(c)

**Note 10: CAPITAL DISPOSALS AND ACQUISITIONS**

Land and Buildings	Current Budget This Year				Variance (Under)Over
	Full Year Budget	YTD Budget	Actual		
Staff Housing	\$ 29,173	\$ 14,586	\$ 9,500	\$ (5,086)	▼
Admin Office	7,031	0	0	0	
Nabawa Cemetery	7,000	0	2,672	2,672	▲
Yuna Hall ramp	5,000			0	
Yuna Community Centre Proposal	109,500	85,875	5,723	(80,152)	▼
Conservation works at Old Roads					
Board Building	27,590	27,590	30,290	2,700	▲
Interpretive signage project	2,000	1,660	0	(1,660)	▼
<b>Capital Totals</b>	<b>187,294</b>	<b>129,711</b>	<b>48,185</b>	<b>(81,526)</b>	

Plant and Equipment	Current Budget This Year				Variance (Under)Over
	Full Year Budget	YTD Budget	Actual		
4.4 Broadacre Style Cab - Nabawa	\$ 303,300	\$ 303,300	\$ 0	\$ (303,300)	▼
Light Tanker - Yuna	113,560	113,560	113,667	107	▲
Water Tanker Trailer	110,000	110,000	0	(110,000)	▼
Side Tipper Trailer	90,000	90,000	0	(90,000)	▼
Dual Cab - Works Supervisor	38,500	38,500	0	(38,500)	▼
<b>Capital Totals</b>	<b>655,360</b>	<b>655,360</b>	<b>113,667</b>	<b>(541,693)</b>	

Furniture and Equipment	Current Budget This Year				Variance (Under)Over
	Full Year Budget	YTD Budget	Actual		
ipads for Councillors	\$ 0	\$ 0	\$ 8,721	\$ 8,721	▲
<b>Capital Totals</b>	<b>0</b>	<b>0</b>	<b>8,721</b>	<b>8,721</b>	

Tools and Equipment	Current Budget This Year				Variance (Under)Over
	Full Year Budget	YTD Budget	Actual		
Replacement of traffic classifiers	\$ 9,000	\$ 0	\$ 0	\$ 0	
<b>Capital Totals</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Infrastructure Assets Roads	Current Budget This Year				Variance (Under)Over
	Full Year Budget	YTD Budget	Actual		
East Bowes Road	\$ 1,979,174	\$ 1,768,371	\$ 943,392	\$ (624,979)	▼
Dartmoor Road	294,964	0	0	0	
Yuna Tenindewa Road	327,035	327,035	139,543	(187,492)	▼
East Nabawa Road	210,000	210,000	53,377	(156,623)	▼
Eliza Shaw Drive	15,000	15,000	0	(15,000)	▼
Chapman Valley Road	16,000	0	0	0	
Nabawa Yetna Road	84,815	84,000	69,375	(14,625)	▼
<b>Capital Totals</b>	<b>2,926,988</b>	<b>2,404,406</b>	<b>1,205,687</b>	<b>(1,198,719)</b>	

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

**Note 11: LOANS**

Particulars	Rates of Interest	Principal 1 July 2013	New Loans 13/14 Budget	Interest Repayments		Principal Repayments		Principal Outstanding		Year of Expiry
				13/14 Budget	YTD Actual	13/14 Budget	YTD Actual	13/14 Budget	YTD Actual	
	%		\$	\$	\$	\$	\$	\$	\$	
<b>Recreation and Culture</b>										
Loan 89 - U/grade Community Centre & Stadium	5.99	62,536		4,512	2,640	8,243	6,545	54,293	55,991	2020/21
<b>Transport</b>										
Loan 92 - Plant	5.45	65,788		3,790	0	65,788	43,267	0	22,522	2013/14
<b>Transport</b>										
Loan 93 - Plant	5.36	146,870		7,121	3,896	71,493	71,493	75,377	75,377	2014/15
<b>Transport</b>										
Loan 95 - Plant	5.46	63,234		3,012	2,132	19,941	18,237	43,293	44,997	2015/16
<b>Transport</b>										
Loan 96 - Plant			151,500	0	0	0	0	160,000	151,500	2018/19
<b>Community Amenities</b>										
Loan 94 - Buller Study	5.87	43,499		2,305	0	21,120	10,400	22,379	33,091	2014/15
		<b>381,927</b>	<b>151,500</b>	<b>20,740</b>	<b>8,669</b>	<b>186,585</b>	<b>149,950</b>	<b>355,342</b>	<b>383,477</b>	

**Shire of Chapman Valley**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2014**

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(2)(c) **Note 12: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1-Jul-13	Amount Received	Amount Paid	Closing Balance 30-Jun-14
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Bonds - Hall Hire		(2,000)	1,500	(500)
Nomination Deposits		(480)	480	0
Building Commission		(8,178)	6,412	(1,766)
CTF Levy		(15,223)	11,587	(3,636)
Yuna Swimming Pool Subsidy		0	0	0
Sale of Land		0	0	0
Social Club	(901.00)	(2,130)	159	(2,873)
Refundable Deposit		(100)	100	0
Contribution from Sub-divider	(168,218.00)	(565,815)	66,902	(667,131)
Post Office Deposit Income	(760.00)	(180)	0	(940)
Engineering Bond		0	0	0
Engineering Bond	(10,000.00)	0	0	(10,000)
Unclaimed Monies	(930.00)	930	0	(0)
Standpipe Card Bond Income	(100.00)	0	0	(100)
Wokarena Height Development	(6,138.00)	0	0	(6,138)
Bonds - Council Houses	(1,920.00)	0	1,920	0
	<b>(188,967)</b>	<b>(593,176)</b>	<b>89,060</b>	<b>(693,084)</b>

	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	Variance Actual YTD as % of Budget YTD %
<b>OPERATING</b>					
<b>Operating Expenses (Applications)</b>					
General Purpose Funding	145,254	180,920	233,785	221,557	19.71%
Governance	252,869	305,559	415,126	446,618	17.24%
Law, Order, Public Safety	141,210	120,165	141,290	165,206	-17.51%
Education	629	1,050	1,276	2,127	40.09%
Health	14,755	21,360	25,664	21,904	30.92%
Housing	28,661	30,290	38,375	13,152	5.36%
Community Amenities	852,010	896,960	1,150,470	1,192,447	5.01%
Recreation and Culture	310,886	387,000	464,862	401,623	19.67%
Transport	1,143,942	1,392,170	1,669,707	3,117,121	17.83%
Economic Services	142,572	155,610	186,783	191,286	8.38%
Other Property and Services	68,631	16,383	44,037	75,648	-318.92%
	<b>3,101,421</b>	<b>3,507,467</b>	<b>4,369,374</b>	<b>5,848,690</b>	
<b>Operating Revenues (Sources)</b>					
General Purpose Funding	(378,610)	(359,498)	(470,561)	(837,066)	-5.32%
Governance	(10,740)	(7,046)	(10,527)	(55,991)	-52.42%
Law, Order, Public Safety	(151,302)	(29,230)	(451,960)	(138,093)	-417.63%
Education	(7,149)	(7,100)	(7,100)	(6,948)	
Health	(7,177)	(4,000)	(4,820)	(5,862)	-79.43%
Housing	(221,632)	(22,917)	(25,517)	(24,565)	-867.11%
Community Amenities	(726,722)	(386,316)	(520,636)	(706,399)	-96.39%
Recreation and Culture	(109,174)	(111,338)	(125,069)	(2,045,514)	1.94%
Transport	(1,004,372)	(1,768,045)	(1,789,615)	(2,208,158)	43.19%
Economic Services	(26,776)	(4,920)	(21,650)	(110,568)	-444.23%
Other Property and Services	(46,277)	(57,470)	(68,961)	(196,139)	19.48%
	<b>(2,689,931)</b>	<b>(2,737,880)</b>	<b>(3,476,416)</b>	<b>(6,335,294)</b>	
<b>ADJUSTMENT FOR NON CASH ITEMS</b>					
Depreciation on Assets	880,173	796,129	1,061,506	1,157,518	
Loss from revaluation	-	-	-	830,541	
Movement in Deferred Pensioners (Non Current)	-	-	-	(2,025)	
Movement in Employee Benefits (Non Current)	-	-	-	96,315	
Movement in Excess Rates	-	-	-	-	
Recognition of Assets due to change in regulator	-	-	4	(1,951,850)	
(Profit)/Loss on Asset Disposals	(196,163)	-	-	41,578	
	<b>682,011</b>	<b>796,129</b>	<b>1,061,509</b>	<b>172,077</b>	
<b>CAPITAL EXPENDITURE &amp; REVENUE</b>					
Purchase Land held for Resale	-	-	-	-	
Purchase Land and Buildings	48,186	129,711	187,294	63,773	
Purchase Infrastructure Assets - Roads	1,205,687	2,404,406	2,926,988	1,342,842	
Purchase Infrastructure Assets - Footpaths	-	-	-	47,990	
Purchase Plant and Equipment	113,667	655,360	655,360	367,542	
Purchase Furniture and Equipment	8,721	-	-	4,245	
Purchase Tools & Equipment	-	-	9,000	3,747	
Purchase Parks & Infrastructure	-	-	-	-	
Proceeds from Disposal of Assets	(323,437)	(372,424)	(372,425)	(56,013)	
Repayment of Debentures	149,950	178,351	186,585	168,367	
Proceeds from New Debentures	(151,500)	(160,000)	(160,000)	-	
Transfers to Reserves (Restricted Assets)	28,787	52,854	43,805	90,284	
Transfers from Reserves (Restricted Assets)	(12,459)	(133,342)	(177,789)	(191,120)	
	<b>1,067,600</b>	<b>2,734,916</b>	<b>3,298,819</b>	<b>1,841,657</b>	
<b>ADD Net Current Assets July 1 B/Fwd</b>	<b>1</b> (1,085,018)	<b>1</b> (1,085,019)	<b>1</b> (1,085,019)	<b>1</b> (375,166)	
<b>LESS Net Current Assets Year to Date</b>	<b>1</b> (2,361,287)	<b>1</b> (29,641)	<b>1</b> (29,641)	<b>1</b> (1,085,018)	
<b>Amount Raised from Rates</b>	<b>2,073,346</b>	<b>1,652,997</b>	<b>2,074,890</b>	<b>1,892,828</b>	



**NOTE 1  
NET CURRENT ASSETS  
30 April 2014**

	Notes	Actual 30 April 2014 \$	Actual 30 June 2013 \$
<b>CURRENT ASSETS</b>			
<b>Cash at bank and on hand</b>			
6011	Petty Cash	700	700
7000	Investments	2,219,558	1,071,770
6000	Cash at Bank	89,811	127,589
		<u>2,290,069</u>	<u>1,200,059</u>
<b>Reserves</b>			
6131	Leave Reserve Account	41,130	52,646
6141	Plant Reserve Account		
6151	Water Reserve Account	13,481	13,204
6181	Office & Equipment Reserve Account	17,619	12,648
6191	Light Vehicle Reserve Account	103,960	101,821
6201	Unspent Grants Reserve Account	608	608
6211	Legal Reserve Account	27,897	27,127
6511	Land Development Reserve Account	117,174	114,708
6571	Landcare Reserve Account	62,753	80,958
6521	Roadworks Reserve Account	109,754	107,495
6551	Building Reserve Account	649,200	635,838
		<u>1,163,376</u>	<u>1,147,048</u>
<b>Tax Accounts</b>			
6611	Gst Asset Account - (Ca)	10,756	
6711	Net Tax Account (Ca)	(16)	64,345
		<u>10,740</u>	<u>64,345</u>
<b>Sundry Debtors</b>			
6101	Sundry Debtors	44,378	99,564
6150	Esi Control Account (CI)	3,396	2,414
0193	Excess Rates (Ca)	(35,305)	0
6061	Sundry Debtors Rates Legal Fees	5,993	8,293
6041	Dell Pen Rates Interest Debtors		
7501	Sundry Debtors - Rubbish Collection	8,196	5,908
6081	Sundry Debtors - Rates	125,220	78,172
0122	Allowable Pensioner Rebates (Ca)	10,276	
		<u>162,154</u>	<u>192,351</u>
<b>Stock on Hand</b>			
6111	Stock On Hand	10,600	10,600
		<u>10,600</u>	<u>10,600</u>
<b>Prepayments</b>			
6021	Prepaid Expenses		
	<b>Total Current Assets</b>	<u>3,636,939</u>	<u>2,614,404</u>
<b>LESS CURRENT LIABILITIES</b>			
<b>Creditors and Accruals</b>			
6130	Sundry Creditors	(21,544)	(310,704)
7640	Payroll Creditors		
6031	Esi Pension Rebate(CI)	469	
6510	Esi Levied (CI)	(4,824)	564
6110	Interfund Transfers (CI)		
6220	Accrued Salaries & Wages (CI)		(66,744)
6140	Interest Accrued (CI)		(6,773)
6200	Acc Expenditure	(25,899)	(383,658)
		<u>(25,899)</u>	<u>(383,658)</u>
<b>Tax Accounts</b>			
6600	Gst Liability Account - (CI)	(58,735)	1,320
6900	Payg Liability Account	(27,643)	
6800	Fbt Liability Account		
6700	Withholding Tax Control Account (CI)	(86,377)	1,320
		<u>(86,377)</u>	<u>1,320</u>
<b>Current Provision for Annual Leave/LSL</b>			
1608	(CI) Prov For Annual Leave	(126,377)	(126,377)
1609	(CI) Prov'N For Ls Leave	(130,114)	(130,114)
		<u>(256,491)</u>	<u>(256,491)</u>
<b>Current Interest Bearing Liabilities (Loans)</b>			
1610	(CI) Loan Liability	(36,635)	(186,585)
		<u>(36,635)</u>	<u>(186,585)</u>
	<b>Total Current Liabilities</b>	<u>(405,403)</u>	<u>(825,414)</u>
	<b>NET CURRENT ASSETS</b>	<u>3,231,536</u>	<u>1,788,990</u>
0			

<b>ADD: Current Interest Bearing Liabilities (Loans)</b>					
1610 (C) Loan Liability	2	36,635	36,635	186,585	186,585
<b>Component of Employee Liability not required to be Funded</b>					
1608 (C) Prov For Annual Leave		126,377		126,377	
1609 (C) ProvN For Ls Leave	1	130,114	256,491	130,114	256,491
<b>Total to be added</b>			293,126		443,076
<b>LESS: Cash at Bank Restricted (Reserves)</b>					
6131 Leave Reserve Account		(41,130)		(52,646)	
6141 Plant Reserve Account					
6151 Water Reserve Account		(13,481)		(13,204)	
6181 Office & Equipment Reserve Account		(17,619)		(12,646)	
6191 Light Vehicle Reserve Account		(103,960)		(101,821)	
6571 Landcare Reserve Account		(82,753)		(80,958)	
6201 Unspent Grants Reserve Account		(608)		(608)	
6211 Legal Reserve Account		(27,697)		(27,127)	
6511 Land Development Reserve Account		(117,174)		(114,706)	
6521 Roadworks Reserve Account		(109,754)		(107,495)	
6551 Building Reserve Account		(649,200)	(1,163,376)	(635,838)	(1,147,048)
<b>LESS: Adjustment for Trust Transactions within Muni</b>					
1400 Trust Cash At Bank					
117 Trust Accounts					
<b>LESS Committed Cash (Unspent Capital Grants)</b>					
6170 Committed Expenditure					
6210 Unspent Grant Funds					
<b>Total to be deducted</b>					
<b>NET CURRENT ASSET POSITION</b>			<u>2,361,267</u>	<u>1,065,018</u>	

**SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>GENERAL PURPOSE FUNDING</b>					
<b>Rate Revenue</b>					
<b>Operating Expenses (Applications)</b>					
0022 Rates - Legal Expenses	1,553	5,000	6,000	5,973	
0032 Rates Stationary/Postage	0	1,880	2,259	1,734	
0132 Valuation Expenses	3,840	5,290	23,000	7,748	
0062 Sundry Expenses	180	2,330	2,800	2,991	
0082 Rates - Other Costs.	280	1,420	1,710	0	
4732 Prior Period Write Offs.	0	0	0	0	
0352 Rates - Administration Allocati <sup>1</sup>	139,400	163,340	196,016	203,112	*
	145,254	179,260	231,785	221,557	
<b>Operating Revenues (Sources)</b>					
0010 Rates Written Off	0	0	0	0	
0012 Legal Fees Gst Free	0	0	0	(3,981)	
0061 Ex Gratia Rates	(7,573)	(6,310)	(7,575)	(7,078)	
0113 Interest - Overdue Rates	(10,107)	(7,500)	(9,000)	(10,523)	
0123 Interest - Instalment Payments	(5,328)	(4,080)	(4,900)	(4,927)	
0133 Interest - Deferred Rates	0	0	0	(102)	
0143 Administration Charges	(3,472)	(2,330)	(2,800)	(2,828)	
0183 Account Enquiry Charges	(3,970)	(2,530)	(3,040)	(3,040)	
	(31,951)	(22,830)	(27,415)	(32,478)	
<b>Other General Purpose Income</b>					
<b>Operating Expenses (Applications)</b>					
9992 Interest & O/Draft Fees	0	1,660	2,000	0	
	0	1,660	2,000	0	
<b>Operating Revenues (Sources)</b>					
0201 Legal Reserve Income	(570)	(700)	(840)	(838)	
0204 Land Development Reserve Income	(2,467)	(3,750)	(4,500)	(4,682)	
0205 Building Reserve Income	(13,362)	(16,660)	(20,000)	(20,149)	
0206 Roadworks Reserve Income	(2,259)	(4,160)	(5,000)	(5,024)	
0233 Grants Commission - Road Funding	(172,398)	(173,310)	(231,081)	(469,287)	
0253 Grants Commission - Equalisation	(116,775)	(119,868)	(159,825)	(270,716)	
0263 Royalties For Regions	0	0	0	0	
0203 Leave Reserve Income	(943)	(1,500)	(1,800)	(1,840)	
0215 Unspent Grants Reserve Income	0	(410)	(500)	(4,155)	
0223 Water Strategy Reserve Income	(277)	(330)	(400)	(408)	
0506 Landcare Reserve Income	(1,795)	(910)	(1,100)	(1,129)	
0243 Office & Equipment Reserve Income	(308)	(410)	(500)	(521)	
0273 Light Vehicle Reserve Income	(2,139)	(4,160)	(5,000)	(5,205)	
0283 Interest Received - Reserve Account	0	0	0	(5,036)	
0453 Interest Received - Municipal F <sup>2</sup>	(33,378)	(10,500)	(12,600)	(15,598)	*
0463 Rcip Income Received	0	0	0	0	
	(346,659)	(336,668)	(443,146)	(804,588)	
<b>Total General Purpose Income</b>	<b>(233,355)</b>	<b>(178,578)</b>	<b>(236,776)</b>	<b>(615,509)</b>	

**Notes:**

- 1 Administration costs are below budget, it will follow that allocations across the programs are below budget.
- 2 More than expected municipal interest received for the year than budgeted.



Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>GOVERNANCE</b>					
<b>Members</b>					
<b>Operating Expenses</b>					
0112	Election & Poll Expenses.	9,660	10,400	12,500	0
0182	Subscriptions & Memberships Exp	15,895	16,430	16,430	21,452
0192	Members Conference & Training E	16,898	14,997	19,996	8,109
0202	Members Insurance Expense	12,161	12,165	12,165	11,777
0212	Donations & Gifts	8,860	9,830	11,800	1,792
0232	Consultancy & Legal Expenses	414	4,170	5,000	3,905
0242	Members Sitting Fees.	3,376	0	33,052	16,590
0252	Members Remuneration Expenses	1,795	0	20,000	14,068
0262	President & Deputy Allowances.	2,472	0	15,625	12,592
0272	Council Chambers Repairs & Maint	75	2,110	2,189	301
0332	Furniture & Equipment	0	830	1,000	0
0412	Chambers Extension - Loan 87 - In	(9)	0	0	397
0442	Members Administration Alloc: 1	149,454	175,110	210,137	217,761 *
0462	Meeting & Refreshments Expense	11,074	20,830	25,000	24,489
1822	Accounting & Audit Expenses	18,815	27,600	27,600	46,270
3112	Rangers Expenses Allocation	1,674	1,790	2,153	2,833
7202	Members Depreciation	20	390	479	1,016
		252,636	296,652	415,126	383,353
<b>Operating Revenues</b>					
1213	Governance Income	0	(410)	(500)	(518)
		0	(410)	(500)	(518)
<b>Capital Expenditure</b>					
3594	Principal Repayment - Loan 87	0	0	0	14,572
		0	0	0	14,572
<b>Capital Revenues</b>					
7145	Loan Funds Received	0	0	0	0
		0	0	0	0
		<b>252,636</b>	<b>296,242</b>	<b>414,626</b>	<b>397,406</b>

**Notes**

1 Total administration costs are currently below budget which flows through to the allocation in various programs

SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY

For the Period 1st July 2013 to 30th April 2014

	Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
		(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>Administration General</b>						
<b>Operating Expenses</b>						
0222	Fringe Benefits Tax	1	0	15,000	20,000	18,244 *
0282	Administration Sgc 9%		38,143	38,210	45,850	46,536
0292	Admin Salaries Expense	2	390,892	431,850	518,222	529,195 *
0312	Admin - Max 3% Council Addition		6,121	6,280	7,542	9,721
0294	Admin Staff Housing Allowance		14,202	12,500	15,000	14,997
0362	Acc Annual Leave - Admin.		0	0	0	3,391
0372	Admin Workers Compensation Ex		12,688	13,000	13,000	24,538
0402	Insurance Expense		3,004	2,750	3,304	9,246
0422	Office Gardens Expenses		15,277	24,030	28,869	20,016
0432	Admin Building Operations		21,882	21,180	25,446	34,839
0472	Office Expenses - General		7,520	11,960	14,360	10,786
0473	Admin Building Repairs & Mainten		2,015	9,060	10,900	2,285
0482	Office Telephone & Internet Exper		14,378	16,550	19,870	17,539
0492	Advertising Expenses		7,910	7,500	9,000	8,654
0502	Computer Hardware Service & Re		19,149	22,630	27,176	20,620
0512	Furniture & Equipment - (Expense		528	6,660	8,000	460
0522	Freight & Postage Expense		1,974	3,750	4,500	4,064
0542	Printing & Stationary Expense		24,032	29,460	35,360	31,430
0552	Motor Vehicle Expenses		26,208	29,410	35,300	32,740
0562	Administration Lsl Expense		0	0	0	31,385
1412	Strategic Plan.		0	4,160	5,000	130,000
0592	Admin Allocated To Programs	2	(797,940)	(935,010)	(1,122,009)	(1,162,633) *
0622	Uniform Expense		2,182	3,330	4,000	2,122
0632	Staff Training And Recruitmen	1	17,144	32,080	38,500	19,992 *
0662	Public Liability Insurance		19,062	19,062	19,062	11,366
0682	Consultancy Fees	1	51,285	82,500	99,000	40,797 *
0692	Forward Capital Works Plan		0	0	0	0
0702	Bank Fees & Charges		3,518	4,160	5,000	9,688
0712	Occupational Health & Safety		6,240	5,830	7,000	3,051
0722	Accounting Software Operating Ex		32,062	32,395	32,395	24,564
1042	Staff Housing Allocation		0	0	0	9,056
7002	Admin Depreciation		58,181	56,480	67,778	98,622
8002	Loss On Sale Of Assets.		0	0	0	3,095
			233	8,907	0	63,266

SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY

For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>Operating Revenues</b>					
0383	Minor Income Received - Other Grants	(644)	(410)	(500)	(38,550)
1233	Insurance Recoup	0	-	0	(7,365)
1243	Lsl Reimbursement	0	-	0	(6,143)
0384	Property Leasing Income	0	-	0	0
0553	Grant Income - Admin	0	-	(3,299)	0
0563	Reimb Telephone Expenses	(97)	-	0	0
0573	Reimbursements & Contributions	(9,999)	(6,226)	(6,228)	(3,415)
0623	Reimb Corporate Uniform	0	0	0	0
		(10,740)	(6,636)	(10,027)	(55,473)
<b>Capital Expenses</b>					
0394	Purchases - Admin Vehicles (P&E)	0	-	0	55,934
0560	Rcip Round 3 Grant - Water Storage	0	0	0	0
0564	Building Improvements (L&B)	0	-	7,031	2,699
0364	Office Furniture & Equipment (F&E)	0	0	0	0
0574	Furniture & Equipment (F&E)	8,721	-	0	4,245
4730	Unspent Grants Account - Transfer	0	0	0	0
4750	Leave Reserve - Transfer To	943	1,500	1,800	1,840
4770	Office & Equipment Reserve - Transfer	308	410	500	521
4780	Transfer To Light Vehicle Reserve	2,139	4,160	5,000	(61,738)
		12,112	6,070	14,331	3,502
<b>Capital Revenues</b>					
0371	T/F From Office Eq Reserv	4,665	4,665	4,665	0
0405	Proceeds From Disposal Of Asset	0	0	0	0
0505	Proceeds From Sale Of Plant & Eq	0	0	0	0
0361	T/F From Lt Vehicle Reser	0	0	0	0
0381	Tfr From Restricted Cash	0	0	0	0
0391	Tfr From Leave Reserve	0	0	0	(6,927)
		4,665	4,665	4,665	(6,927)
	<b>Sub-total</b>	<b>6,270</b>	<b>13,006</b>	<b>8,969</b>	<b>4,367</b>
	<b>Total Governance</b>	<b>258,906</b>	<b>309,248</b>	<b>423,595</b>	<b>401,773</b>

**Notes**

- 1 *Timing*
- 2 *Expenses are below budget provision*

**SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>LAW, ORDER &amp; PUBLIC SAFETY</b>					
<b>Fire Prevention</b>					
<b>Operating Expenses</b>					
0602	19,470	22,810	27,378	28,368	
0612	0	0	0	0	
0672	1,341	2,080	2,500	3,502	
0742	0	0	0	0	
0752	(1)	0	0	8,166	
0762	7,411	7,940	9,529	12,539	
0882	5,167	5,625	7,500	0	
0832	840	750	900	741	
1722	50,138	38,620	42,636	29,123	*
7012	32,314	9,120	10,947	11,826	*
1232	0	0	0	0	
0723	0	0	0	0	
8012	0	0	0	31,723	
	116,680	86,945	101,390	125,989	
<b>Operating Revenues</b>					
0703	(1,000)	(2,080)	(2,500)	0	
0713	(4,000)	(3,330)	(4,000)	(4,000)	
0733	(28,994)	(22,000)	(26,400)	(23,375)	
0743	0	0	0	(798)	
0883	0	0	0	0	
	(33,994)	(27,410)	(32,900)	(28,173)	
Sub-total	<b>82,686</b>	<b>59,535</b>	<b>68,490</b>	<b>97,816</b>	
<b>Animal Control</b>					
<b>Operating Expenses</b>					
0792	8,937	10,470	12,566	13,022	
0822	0	0	0	490	
0842	748	5,390	6,475	965	
0852	3,870	4,140	4,976	6,548	
	13,555	20,000	24,017	21,025	
<b>Operating Revenues</b>					
0843	(165)	(160)	(200)	(220)	
0853	(3,476)	(1,660)	(2,000)	(2,322)	
0893	0	0	0	0	
0863	0	0	0	0	
	(3,641)	(1,820)	(2,200)	(2,542)	



**SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

	Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Capital Expenses</b>						
0884	Purchase Plant & Equipment	3	113,667	416,860	416,860	109,158 *
			113,667	416,860	416,860	109,158
<b>Capital Revenues</b>						
0915	Capital Grant - Fesa	3	(113,667)	(416,860)	(416,860)	(107,357) *
			(113,667)	(416,860)	(416,860)	(107,357)
	<b>Sub-total</b>		<b>9,914</b>	<b>18,180</b>	<b>21,817</b>	<b>20,284</b>
<b>Other Law, Order, Public Safety</b>						
<b>Operating Expenses</b>						
0862	Crime Prevention Plan.		0	0	0	60
0902	Rangers Allocation		10,705	11,470	13,764	18,112
0962	Miscell. Expenses - Oth Law Order		270	410	500	20
			10,976	11,880	14,264	18,192
<b>Operating Revenues</b>						
0953	Contributions & Reimbursements		0	0	0	0
0983	Fines & Penalties Levied.		0	0	0	(21)
			0	0	0	(21)
<b>Capital Expenses</b>						
0970	Tf To Unspent Grants/Loans Res.		0	0	0	0
			0	0	0	0
<b>Capital Revenues</b>						
0971	Tf From Unspent Grants/Loans Res		0	0	0	0
			0	0	0	0
	<b>Sub-total</b>		<b>10,976</b>	<b>11,880</b>	<b>14,264</b>	<b>18,171</b>
<b>Rangers Expenses</b>						
<b>Operating Expenses</b>						
0872	Rangers Superannuation - Council		1,482	0	0	1,708
0892	Rangers Wages Expense		47,594	51,580	61,901	57,784
0912	Rangers Workers Compensation &		0	0	0	1,534
0922	Rangers Superannuation Sgc 9%		4,569	4,480	5,375	5,123
0932	Conference & Training		0	1,250	1,500	0
0952	Rangers Expenses Allocated		(54,240)	(58,110)	(69,737)	(91,769)
0982	Rangers Expense		594	1,310	1,580	895
1012	Tools & Equipment - Low Value		0	830	1,000	0
3872	Acc Ann Leave - Rangers		0	0	0	2,475
7232	Depn - Ranger'S Expenses		0	0	0	0
			0	1,340	1,619	(0)
	<b>Sub-total</b>		<b>0</b>	<b>1,340</b>	<b>1,619</b>	<b>(0)</b>
	<b>Total Law, Order &amp; Public Safety</b>		<b>103,575</b>	<b>90,935</b>	<b>106,190</b>	<b>136,271</b>

**Notes**

- 1 Includes plant recovery costs higher than budgeted
- 2 Depreciation is higher than expected, non-cash item
- 3 4.4 Broadacre Style Cab not yet purchased

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>EDUCATION</b>					
<b>Pre-School</b>					
<b>Operating Expenses</b>					
0992	Pre-School Repairs & Maintenance	629	970	1,176	2,127
1052	Lot 19 - Family Day Care	0	0	0	0
1002	Pre-School Depreciation	0	0	0	0
		629	970	1,176	2,127
<b>Operating Revenues</b>					
0943	Rental Income Lot 19 Family Day	0	0	0	0
0933	Grant Income - Pre School	0	0	0	0
0963	Contr. & Reim.(Pre-Schl)	0	0	0	0
0993	Lease/Rental Income - Pre-School	(7,149)	(7,100)	(7,100)	(6,948)
		(7,149)	(7,100)	(7,100)	(6,948)
<b>Capital Expenditure</b>					
0994	Capital Exp. - Land & Bldgs.	0	0	0	0
		0	0	0	0
	<b>Sub-total</b>	<b>(6,520)</b>	<b>(6,130)</b>	<b>(5,924)</b>	<b>(4,820)</b>
<b>Other Education</b>					
<b>Operating Expenses</b>					
0972	Other Schools Expenditure.	0	80	100	0
		0	80	100	0
	<b>Sub-total</b>	<b>0</b>	<b>80</b>	<b>100</b>	<b>0</b>
	<b>Total Education</b>	<b>(6,520)</b>	<b>(6,050)</b>	<b>(5,824)</b>	<b>(4,820)</b>

Notes

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>HEALTH</b>					
<b>Maternal And Infant Health</b>					
<b>Operating Expenses</b>					
1032 Infant Health Clinic Contribution.	0	0	0	0	
	0	0	0	0	
Sub-total	0	0	0	0	
<b>Health Insp And Administration</b>					
<b>Operating Expenses</b>					
1292 Health Expenses General	3,204	3,790	4,553	4,816	
1282 Pool Inspections Expense	1,098	1,170	1,412	1,858	
1402 Health Expenses - Admin Allocatio	10,453	12,240	14,699	15,230	
1552 Group Scheme Inspections	0	0	0	0	
	14,755	17,200	20,664	21,904	
<b>Operating Revenues</b>					
1383 Swimming Pool Inspection Fees	(1,122)	(830)	(1,000)	(1,011)	
1573 Health Septic Fees	(2,763)	(1,250)	(1,500)	(2,157)	
1583 Health Administration Fees	(2,938)	(1,660)	(2,000)	(2,373)	
1393 Licences Income Received - Carat	(354)	(260)	(320)	(320)	
	(7,177)	(4,000)	(4,820)	(5,862)	
Sub-total	7,578	13,200	15,844	16,042	
<b>Other Health</b>					
<b>Operating Expenses</b>					
1812 Donations.	0	4,160	5,000	0	
	0	4,160	5,000	0	
Sub-total	0	4,160	5,000	0	
<b>Preventative Services - Pest Control</b>					
<b>Operating Expenses</b>					
1502 Mosquito Eradication.	0	0	0	0	
	0	0	0	0	
Sub-total	0	0	0	0	
<b>Total Health</b>	7,578	17,360	20,844	16,042	
<b>Notes</b>					

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>HOUSING</b>					
<b>Council Staff</b>					
<b>Operating Expenses</b>					
2302 Staff Housing - Admin Allocation	8,219	9,630	11,559	11,887	
2402 Staff Housing Allocation	0	0	0	(42,684)	
2422 Rangers Allocation Expenses	3,678	3,940	4,729	6,223	
2522 Staff Housing Repairs & Maintenance	10,555	8,330	10,000	27,113	
2532 Staff Housing Insurance	2,227	1,890	2,268	0	
7172 Staff Housing Depreciation	2,492	2,280	2,746	2,992	
	27,171	26,070	31,302	5,530	
<b>Operating Revenues</b>					
2543 Rental Income - Staff Housing	(4,900)	(5,220)	(6,260)	(5,200)	
2533 Ins Claims Staff Housing	0	0	0	0	
2563 Staff Housing Income	(11,909)	(9,897)	(9,897)	125	
8023 Profit On Sale Of Asset	0	0	0	0	
	(16,809)	(15,117)	(16,157)	(5,075)	
<b>Capital Expenses</b>					
2544 Capital Expenditure - Housing (L&A)	9,500	14,586	29,173	10,939	
2550 Building Reserve - Transfer To	13,362	16,660	20,000	3,899	
	22,862	31,246	49,173	14,838	
<b>Capital Income</b>					
2555 Building Reserve - Transfer From	0	0	(17,729)	(4,245)	
0805 Proceeds From Disposal Of Asset	(307,425)	(307,424)	(307,425)	0	
	(307,425)	(307,424)	(325,154)	(4,245)	
Sub-total	<b>(274,200)</b>	<b>(265,225)</b>	<b>(260,836)</b>	<b>11,047</b>	
<b>Other Housing</b>					
<b>Operating Expenses</b>					
2512 Repairs & Maintenance - Non Employee	0	2,130	2,560	4,866	
2542 Housing Other Depreciation	1,491	2,090	2,513	2,756	
	1,491	4,220	5,073	7,623	
<b>Operating Revenue</b>					
2553 Rental Income - Non Employee Housing	(9,555)	(7,800)	(9,360)	(17,256)	
4713 Reimbursements Received	(449)	0	0	(2,234)	
8023 Profit On Sale Of Asset	(194,820)	0	0	0	
	(204,824)	(7,800)	(9,360)	(19,490)	
Sub-total	<b>(203,333)</b>	<b>(3,580)</b>	<b>(4,287)</b>	<b>(11,868)</b>	
<b>Total Housing</b>	<b>(477,533)</b>	<b>(268,805)</b>	<b>(265,123)</b>	<b>(821)</b>	
<b>Notes</b>					



**SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>COMMUNITY AMENITIES</b>					
<b>Natural Resource Management</b>					
<b>Operating Expenses</b>					
2032 State Nrm Grant Expenditure	0	0	0	99,248	
3052 Nrm Expenses	0	0	0	103,858	
	0	0	0	203,106	
<b>Operating Revenues</b>					
2063 Nrm Salary Income.	0	0	0	(64,250)	
2123 State Nrm Community Grant	0	0	0	(114,915)	
3073 Profit/Loss On Sale	(3,343)	0	0	0	
	(3,343)	0	0	(179,165)	
<b>Capital Expenses</b>					
0270 Reserve Account - Transfer To	0	0	0	0	
2044 Capital Expenditure - Plant & Equip	0	0	0	0	
2064 Principal Repaid - Nrm	0	0	0	0	
	0	0	0	0	
<b>Capital Revenues</b>					
2075 Proceeds From Disposal Of Assets	(16,013)	0	0	0	
	(16,013)	0	0	0	
	<b>(19,355)</b>	<b>0</b>	<b>0</b>	<b>23,941</b>	
<b>Sanitation-Household Refuse</b>					
<b>Operating Expenses</b>					
1762 Domestic Rubbish Collection E 3	53,395	101,331	135,000	126,513	*
1772 Sanitation Household Refuse Dep	3,338	3,060	3,679	4,008	
1792 Refuse Site Repairs & Mainte 1	8,307	34,450	41,351	8,735	*
2502 Domestic Rubbish - Admin Expens	20,507	24,030	28,837	29,968	
	85,548	162,871	208,867	169,225	
<b>Operating Revenues</b>					
1903 Domestic Rubbish Collection Fees	(75,900)	(72,900)	(72,900)	(53,500)	
1904 Additional Domestic Rubbish Colle	(10,125)	(10,330)	(10,350)	(10,157)	
2003 Contributions & Reimbursements	0	0	0	0	
	(86,025)	(83,230)	(83,250)	(63,657)	
<b>Capital Expenditure</b>					
1764 Rubbish Depot - Capital Expenses	0	0	0	0	
<b>Capital Income</b>					
1766 Rubbish Depot Capital Income Re	0	0	0	0	
<b>Sub-total</b>	<b>(477)</b>	<b>79,641</b>	<b>125,617</b>	<b>105,568</b>	

**SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>Other Sanitation</b>					
<b>Operating Expenses</b>					
	247	260	318	418	
1872 Street Rubbish Collection Expense					
1882 Parks & Gardens Rubbish Collecti	9,088	14,370	17,287	10,625	
1892 Waste Management Facility Inr	4,200	20,446	40,890	0	*
1912 Refuse Collection Expenses	2,595	4,160	5,000	0	
1922 Depn - Other Sanitation	0	0	0	0	
	16,131	39,236	63,495	11,043	
<b>Operating Revenues</b>					
1883 Waste Management Facility Inr	(8,178)	(20,446)	(40,890)	0	*
	(8,178)	(20,446)	(40,890)	0	
<b>Capital Expenses</b>					
1884 Plant & Equipment Expenditure	0	0	0	0	
	0	0	0	0	
<b>Sub-total</b>	<b>7,953</b>	<b>18,790</b>	<b>22,605</b>	<b>11,043</b>	
<b>Protection Of Environment</b>					
<b>Operating Expenses</b>					
1902 Grant Expenditure - Other	12,724	105,124	210,249	70,548	*
1942 Nacc (Other) Grants Expenditure	13,150	8,330	10,000	0	
2002 Project Management Fees	0	0	0	3,800	
2022 Landcare Expenditure	8,911	41,660	50,000	28,480	*
2040 Dolby Creek Expenditure	5,966	0	0	106,610	
2042 Declared Species Group Expe	14,669	75,060	75,060	42,625	*
2072 Rangers Allocation	631	670	812	1,068	
2301 Nacc Baiting Expenses	0	0	0	74,839	
2312 Sundry Expenses (P Of E)	581	0	0	0	
2922 Admin Alloc - Prot Enviro	0	0	0	0	
	56,632	230,844	346,121	327,970	
<b>Operating Revenues</b>					
2134 Interest Received	-	0	0	(9)	
2103 Envirofund Grant Income	0	0	0	0	
2203 Grant Income - Other	(75,000)	(95,700)	(191,400)	(59,273)	*
2213 Declared Species Grant Income	(21,845)	(23,000)	(23,000)	(41,553)	
2033 Nacc (Other) Grants Income.	(12,700)	(10,000)	(10,000)	(171,458)	
2923 Dolby Creek Management Plan In	(6,001)	0	0	0	
2933 Sundry Income (P Of E)	(4,229)	0	0	0	
	(119,775)	(128,700)	(224,400)	(272,293)	
<b>Capital Expenses</b>					
2034 Plant & Equipment Purchase	0	0	0	4,632	
2080 Transfer To Landcare Reserve	1,795	910	1,100	51,198	
	1,795	910	1,100	55,830	
<b>Capital Revenues</b>					
2055 Transfer From Landcare Reser	0	(50,060)	(50,060)	(4,500)	*
	0	(50,060)	(50,060)	(4,500)	
<b>Sub-total</b>	<b>(61,349)</b>	<b>52,994</b>	<b>72,761</b>	<b>107,007</b>	

**Notes**

- 1 Maintenance costs are below budget but they are all overhead allocations.
- 2 Timing
- 3 Costs are below budget provision due to supplier invoicing error
- 4 Reserve transfer is for the declared species group expenditure and it is not yet required.

		Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Town Planning &amp; Reg Development</b>							
<b>Operating Expenses</b>							
	0162	Provision For Lsl	0	0	0	12,631	
	0942	Town Planning Depreciation	9,305	13,260	15,920	17,368	
	2102	Workers Compensation Insurance	3,296	2,810	3,374	3,067	
	2112	Salary Expense	147,678	162,050	194,455	173,944	*
	2122	Superannuation - Council Maximum Of 3%	2,649	2,570	3,084	3,028	
	2132	Superannuation - Sgc 9%	13,832	11,090	13,303	15,512	
	2142	Interest Expense - Loan 94 - Buller River	1,034	1,920	2,305	3,401	
	2152	Fringe Benefit Tax	0	0	0	0	
	2162	Acc Annual Leave - T/Plan	0	0	0	7,550	
	2182	Other Employee Expenses	5,039	5,650	6,800	4,298	
	2202	Town Planners Expenses	1,590	3,320	4,000	4,064	
	2222	Motor Vehicle Expenses	6,203	6,660	8,000	6,977	
	2232	Legal Expenses - Town Planners	8,299	8,330	10,000	11,545	
	2242	Engineering Expenses	9,920	12,500	15,000	13,404	
	2252	Advertising Expenses	9,005	8,330	10,000	1,491	
	2262	Local Answers Project	0	0	0	0	
	3012	Admin Allocation Expenses	53,063	62,180	74,616	77,315	
	3022	Staff Housing Allocation	0	0	0	3,137	
	7032	Strategic Planning Projects,	0	0	0	35,784	
	7042	Local Planning Strat. Review	0	0	0	0	
	7052	Surveying & Land Expenses	20,291	33,330	40,000	18,229	*
	7062	Reimbursements	272,727	0	0	0	*
	7072	Planning Projects - Expenses	126,142	54,999	55,000	60,188	*
			690,074	388,999	455,857	472,933	
<b>Operating Revenues</b>							
	0163	Town Planning Projects - Income	(316,727)	(34,740)	(41,696)	(38,159)	*
	0343	Contr & Reim Gst Free	(114,829)	0	0	0	*
	2153	Profit On Sale Of Assets	0	0	0	(1,773)	
	3603	Municipal Inventory Heritage Places	0	0	0	0	
	2233	Town Planning Fees Income - Gst Free	(32,133)	(26,670)	(32,000)	(20,526)	
	2243	Outsourced Planning Fees - Other Lgs	(42,137)	(45,000)	(45,000)	(44,668)	
	2253	Town Planning Statutory Fees - Gst	0	0	0	(765)	
	2263	Town Planning Fees Income - Gst Inc	(1,191)	(1,250)	(1,500)	(1,725)	
	9003	Planning Projects Income	0	0	0	(41,696)	
			(507,017)	(107,660)	(120,196)	(149,312)	

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>Capital Expenses</b>					
2294	Principal Repayments - Loan 94 - Buller River	10,408	17,600	21,120	19,933
2274	Capital Expenditure - Plant & Equipment	0	0	0	44,058
2284	Furniture & Equipment - Capital Expenses	0	0	0	0
4742	T/F To Water Strat Reserve	0	0	0	0
4801	Transfer To Land Development Reserve	2,467	3,750	4,500	4,682
4820	Legal Reserve - Transfer To	570	700	840	838
		13,445	22,050	26,460	69,512
<b>Capital Revenues</b>					
0705	Disposal / Loan Funds	0	0	0	0
4810	Land Development Reserve - Transfer From	0	0	0	(36,917)
0905	Proceeds From Disposal Of Assets	0	0	0	0
4745	T/F From Lt Vehicle Reser	0	0	0	0
		0	0	0	(36,917)
	<b>Sub-total</b>	<b>196,501</b>	<b>303,389</b>	<b>362,121</b>	<b>356,215</b>
<b>Notes</b>					
<b>Other Community Amenities</b>					
<b>Operating Expenses</b>					
3102	Cemetery Expenses	1,968	4,330	5,204	4,511
3132	Community Development Expenses	0	69,500	69,500	2,071
3212	Other Community Amenities Depreciation	1,659	1,180	1,426	1,588
		3,627	75,010	76,130	8,171
<b>Opera #</b>					
3103	Various Grants Received	0	0	0	(3,414)
3633	Grant - Community Development	0	(25,450)	(50,900)	(36,807)
3113	Cemetery Income Received	(2,385)	(830)	(1,000)	(1,500)
		(2,385)	(26,280)	(51,900)	(41,721)
<b>Capital Expenses</b>					
2414	Land & Buildings - Community Development	0	0	0	28,220
2415	Capital Expenditure Nabawa Cemetery (P&O)	2,672	0	7,000	10,405
		2,672	0	7,000	38,625
<b>Capital Revenues</b>					
3071	Unspent Grants Reserve Income	0	0	0	(252)
		0	0	0	(252)
	<b>Sub-total</b>	<b>3,914</b>	<b>48,730</b>	<b>31,230</b>	<b>4,822</b>
	<b>Total Community Amenities</b>	<b>127,187</b>	<b>503,544</b>	<b>614,334</b>	<b>608,597</b>

**Notes**

- 1 Accounts offset each other and are transferred to trust
- 2 Accounts offset each other and are transferred to trust
- 3 Mens Shed Project not commenced
- 4 Town planning salaries below budget as higher duty payments not required as Northampton contract complete
- 5 Timing

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>RECREATION &amp; CULTURE</b>					
<b>Public Halls.Civic Centres</b>					
<b>Operating Expenses</b>					
2602	Public Halls Depreciation	297	270	327	356
2722	Public Halls & Showgrounds Expe	19,505	25,870	31,103	22,923
2732	Nabawa Community Centre E	38,311	54,440	65,362	40,436
2742	Loan 89 Interest - Nabawa Stadium	2,640	3,750	4,512	3,958
3202	Public Halls Admin Allocation	15,879	18,600	22,330	23,136
		76,632	102,930	123,633	90,810
<b>Operating Revenues</b>					
2443	Yuna Hall Hire Income Received	0	(80)	(100)	(59)
2453	Showground/Halls Income Receiv	(1,451)	(820)	(990)	(1,064)
7370	Tf To Unspent Grants/Loans Res.	0	0	0	0
2683	Contr. & Reim. Public Hall	0	0	0	(1,436)
		(1,451)	(900)	(1,090)	(2,559)
<b>Capital Expenses</b>					
2644	Capital Exp. - Land & Bldgs	5,723	85,875	114,500	0
4925	Principal Repayment - Loan 89	6,545	6,860	8,243	6,167
		12,268	92,735	122,743	6,167
<b>Capital Revenues</b>					
7375	Loan Funds Received.	0	0	0	0
7371	T/F From Unspent Grants/Loans F	0	0	0	0
		0	0	0	0
	<b>Sub-total</b>	<b>87,449</b>	<b>194,765</b>	<b>245,286</b>	<b>94,418</b>
<b>Swimming Areas And Beaches</b>					
<b>Operating Expenses</b>					
3412	Coronation Beach Expenses	22,912	28,590	34,369	40,331
7082	Beaches Depreciation	7,038	6,460	7,756	8,451
3302	Swimming Pool Admin Allocations	15,959	18,700	22,440	23,252
		45,909	53,750	64,565	72,034
<b>Operating Revenues</b>					
3443	Coronation Beach Camping Fees	(57,065)	(58,330)	(70,000)	(68,155)
3444	Fig Tree Camping Fees	(5,451)	(5,580)	(6,700)	(6,683)
		(62,516)	(63,910)	(76,700)	(74,838)
<b>Capital Expenses</b>					
7164	Capital Exp. - Land & Build	0	0	0	0
7074	Capital Exp. - Plant & Equipment	0	0	0	0
		0	0	0	0
	<b>Sub-total</b>	<b>(16,607)</b>	<b>(10,160)</b>	<b>(12,135)</b>	<b>(2,804)</b>

**Notes**

- 1 Savings relates to overhead allocations only
- 2 No effect on budget if Yuna Hall proposal does not fully expend budget as it is funded from reserve transfer

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Other Recreation And Sport</b>					
<b>Operating Expenses</b>					
1462	Mower Repairs & Maintenance	4,169	5,580	6,706	7,206
1472	Yuna Oval Expenses	556	1,200	1,450	861
1482	Sporting Clubs Expenses	52,762	62,610	75,194	49,030
2642	Parks, Gardens Expense	19,900	29,630	35,649	31,225
2702	Indoor Complex Expense	4,888	5,780	6,961	8,184
2712	Tennis Clubs Expenses	3,525	4,150	5,000	7,882
2752	Nabawa - Sport Complex Expense	5,023	9,420	11,319	12,503
2772	Minor Gardening Equipment.	0	0	0	46
2782	Insurance Plant & Equipment	0	0	0	0
3442	Rec & Sport Admin Allocations	31,758	37,210	44,655	46,273
7022	Parks & Gardens Depreciation	13,202	14,570	17,487	21,176
7092	Other Rec & Sports Depreciation	4,555	3,370	4,049	4,412
		140,337	173,520	208,471	188,798
<b>Operating Revenues</b>					
2743	Sports Club Hire Income	(4,095)	(3,740)	(4,490)	(4,095)
2783	Facility & Equipment Hire Income	0	0	0	0
2793	Interest - Ssl Reimbursed	0	0	0	0
2803	Grants & Other Income Received	0	0	0	(10,458)
2813	Golf Course And Showgrounds As	0	0	0	(1,951,850)
		(4,095)	(3,740)	(4,490)	(1,966,403)
<b>Capital Expenses</b>					
1304	Capital Expenditure Plant & Equip	0	0	0	12,504
2834	Land & Buildings - Capital Expens	0	0	0	4,734
3414	Capital Exp - Parks & Ovals.	0	0	0	0
2854	Tools & Equipment - Capital Expe	0	0	0	0
2864	Tfr To Restricted Cash Reserve	0	0	0	0
		0	0	0	17,238
<b>Capital Revenues</b>					
7285	Tfr From Restricted Cash	0	0	0	0
1305	Proceeds From Sale Of Plant & Eq	0	0	0	0
		0	0	0	0
	<b>Sub-total</b>	<b>136,242</b>	<b>169,780</b>	<b>203,981</b>	<b>(1,760,367)</b>

Notes

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Libraries</b>					
2902	Library Expense	874	5,500	6,600	3,217
2912	Honorarium Yuna Librarian	500	830	1,000	1,000
3582	Libraries Admin Allocations	22,342	26,170	31,415	32,554
6922	Libraries Depreciation	47	160	196	214
		<b>23,763</b>	<b>32,660</b>	<b>39,211</b>	<b>36,985</b>
<b>Operating Revenues</b>					
2983	Reimbursements & Contrib.	0	0	0	(1,714)
		<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,714)</b>
<b>Capital Expenses</b>					
3684	Capital Exp. - Land & Buildings	0	0	0	0
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Sub-total</b>	<b>23,763</b>	<b>32,660</b>	<b>39,211</b>	<b>35,272</b>
<b>Other Culture</b>					
<b>Operating Expenses</b>					
3602	Historical Roads Board Building Ex	3,321	6,490	7,790	9,191
3626	Museum & Clarrie Milne Collection	2,530	2,080	2,500	0
3662	Community Heritage Programs	15,224	12,660	15,199	0
3652	Other Culture Depreciation	3,170	2,910	3,493	3,806
		<b>24,245</b>	<b>24,140</b>	<b>28,982</b>	<b>12,997</b>
<b>Operating Revenues</b>					
3445	Grant Funding Received	(40,089)	(42,788)	(42,789)	0
3623	Reimbursements & Contributions	(1,023)	0	0	0
		<b>(41,112)</b>	<b>(42,788)</b>	<b>(42,789)</b>	<b>0</b>
<b>Capital Expenses</b>					
3604	Capital Exp. - Land & Bldgs	30,290	27,590	27,590	0
3605	Historical Signage - Nanson (L&B)	0	1,660	2,000	0
3606	Land & Buildings	0	0	0	0
3607	Post & Rail Fencing - Nanson (R4)	0	0	0	0
3634	Equipment Purchases	0	0	0	0
		<b>30,290</b>	<b>29,250</b>	<b>29,590</b>	<b>0</b>
	<b>Sub-total</b>	<b>13,423</b>	<b>10,602</b>	<b>15,783</b>	<b>12,997</b>
	<b>Total Recreation &amp; Culture</b>	<b>244,270</b>	<b>397,647</b>	<b>492,126</b>	<b>(1,620,485)</b>

Notes

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>TRANSPORT</b>					
<b>Const. Sts,Rds,Bridges,Depots</b>					
<b>Operating Expenses</b>					
3702 Road Construction - Admin Allocat	45,163	52,920	63,505	65,805	
	45,163	52,920	63,505	65,805	
<b>Operating Revenues</b>					
3133 Income Received - Cons. Sts	0	0	0	(13,075)	
3173 Mw Regional Road Funding 2	(309,075)	(554,666)	(554,666)	(112,400)	*
3154 Main Roads - Black Spot Fund 2	(14,524)	(34,199)	(34,199)	(151,242)	*
3183 R4R Grant Income 1	(367,365)	(867,365)	(867,365)	(1,099,901)	*
3193 R2R (Construction) Income	(174,179)	(174,179)	(174,179)	(300,000)	
3223 Midwest Regional Road Group	0	0	0	0	
	(865,143)	(1,630,409)	(1,630,409)	(1,676,617)	
<b>Capital Expenses</b>					
3124 Roads To Recovery (R2R) Expend	0	0	0	0	
3125 Royalties For Regions (R4R) E 1	943,392	1,649,280	1,979,174	925,874	*
3126 Regional Road Group (Rrg) Ex 2	192,920	656,126	831,999	195,764	*
3184 Council Funded Roadworks Ex 5	0	15,000	15,000	107	*
3144 Parkfalls Streetscape Expense	0	0	0	19,039	
3214 Footpath Construction.	0	0	0	4,710	
3234 Blackspot Program Expenditur 2	69,376	84,000	100,815	245,337	*
4840 Transfer To Roadworks Reserve	2,259	4,160	5,000	5,024	
3170 Tf To Unspent Grants/Loans Res.	0	0	0	332,428	
	1,207,946	2,408,566	2,931,988	1,728,284	
<b>Capital Revenue</b>					
3171 T/F Fr Unspent Grants/Loans Res	0	0	0	(332,000)	
3225 Tfr From Roadworks Reserve	0	0	0	(55,338)	
	0	0	0	(387,338)	
<b>Sub-total</b>	<b>387,966</b>	<b>831,077</b>	<b>1,365,084</b>	<b>(269,866)</b>	



SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY

For the Period 1st July 2013 to 30th April 2014

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000		
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Apr-14 \$			
<b>TRANSPORT</b>							
<b>Mtce Sts,Rds,Bridges,Depots</b>							
<b>Operating Expenses</b>							
3372	Road Maintenance Expense	3	341,694	630,300	756,348	959,014	*
3382	Flood Damage Expense		0	0	0	0	
3392	Maintenance-Bridges		0	0	0	332,000	
3502	Depot Maintenance		20,379	18,370	22,048	35,257	
3512	Street Lighting Expense		7,374	7,980	9,585	9,190	
3522	Depot Building Depreciation		2,563	1,830	2,198	2,617	
3532	Street Trees		2,800	5,830	7,000	0	
3542	Roman Roads - User Group.		4,902	4,900	4,901	11	
3562	Road Sign Expense		0	0	0	0	
3802	Road Maintenance Admin Allocati		49,233	57,690	69,230	71,734	
3812	Loss On Revaluation		0	0	0	830,541	
6912	Roads Depreciation	4	607,130	536,250	643,511	701,146	*
			<b>1,036,074</b>	<b>1,263,150</b>	<b>1,514,821</b>	<b>2,941,511</b>	
<b>Operating Revenues</b>							
3123	R2R (Maintenance) Income		0	0	0	0	
3143	Mrwa Direct Grant.		(91,440)	(91,440)	(91,440)	(84,502)	
3153	Other General Income		(0)	0	0	(18,182)	
3163	Grant Funding Received		0	0	0	0	
3803	Contributions - Flood Damage.		0	0	0	0	
3383	Grant Specific Funding - Main Roa		0	0	0	(332,000)	
3393	Hudson Resources - Dartmoor Ro		(38,367)	(38,366)	(38,366)	(84,625)	
			<b>(129,807)</b>	<b>(129,806)</b>	<b>(129,806)</b>	<b>(519,309)</b>	
<b>* Capital Expenditure</b>							
3274	Improvements To Depot.		0	0	0	0	
3264	Capital Exp. - Depot Construction.		0	0	0	6,776	
			<b>0</b>	<b>0</b>	<b>0</b>	<b>6,776</b>	
	<b>Sub-total</b>		<b>906,267</b>	<b>1,133,344</b>	<b>1,385,015</b>	<b>2,428,979</b>	

**Notes**

- 1 CLGF funding has reduced by \$500,000 so there will be a corresponding reduction in capital expenditure
- 2 Timing
- 3 Currently under budget and expected savings
- 4 Depreciation above budget - non-cash item
- 5 Project not yet commenced

	Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Road Plant Purchases</b>						
<b>Operating Expenses</b>						
3580	Interest Expense - Loan 92	1,147	3,150	3,790	4,318	
3572	Interest Expense - Loan 93	3,896	5,930	7,121	9,504	
3576	Interest Expense - Loan 95	2,525	2,500	3,012	4,006	
1212	Acc. Interest- Transport	0	0	0	0	
3642	Loss On Sale Assets.	0	0	0	11,519	
		<b>7,569</b>	<b>11,580</b>	<b>13,923</b>	<b>29,348</b>	
<b>Operating Revenues</b>						
3543	Profit On Sale Of Assets	0	0	0	(2,986)	
		<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,986)</b>	
<b>Capital Expenses</b>						
3554	Plant & Equipment Purchases	2	0	238,500	238,500	21,301 *
3584	Tools & Other Equipment.		0	0	0	3,747
4740	Light Vehicle - Income Funds From Res		0	0	0	0
3581	Principal Repayments - Loan 92	1	43,267	65,788	65,788	41,001 *
3574	Principal Repayment - Loan 93		71,493	71,493	71,493	67,810
3577	Principal Repayments - Loan 95		18,237	16,610	19,941	18,884
7570	Tf To Unspent Grants/Loans Res.		0	0	0	0
6225	Realisation On Disposal Of Assets		0	0	0	
			<b>132,997</b>	<b>392,391</b>	<b>395,722</b>	<b>152,743</b>
<b>Capital Revenues</b>						
7135	Loan Funds Rec'D.	1	(151,500)	0	(160,000)	0 *
3561	T/F From PI Reserve-Plant	2	0	(10,000)	(10,000)	0 *
3575	Proceeds From Sale Of Plant & Equi	2	0	(65,000)	(65,000)	0 *
			<b>(151,500)</b>	<b>(75,000)</b>	<b>(235,000)</b>	<b>0 *</b>
	<b>Sub-total</b>		<b>(10,934)</b>	<b>328,971</b>	<b>174,645</b>	<b>179,104</b>

**Notes:**

- 1 *Timing*  
2 *Timing - purchases not yet made and therefore reserve transfer not yet required*

Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Traffic Control</b>					
<b>Operating Expenses</b>					
4102 Traffic Admin Allocation	51,308	60,120	72,147	74,757	
4572 Traffic Control Expense	0	0	0	0	
6502 Vehicle Examination Expense	3,829	3,990	4,811	5,410	
6512 Licensing Online Expense	0	0	0	8	
7542 Licensing Transactions - Out	0	0	0	0	
7572 Traffic Counters Expense	0	410	500	281	
	<u>55,136</u>	<u>64,520</u>	<u>77,458</u>	<u>80,457</u>	
<b>Operating Revenues</b>					
7513 Licensing Commission Income	(5,470)	(5,000)	(6,000)	(5,810)	
7523 Vehicle Examination Fees Receive	(3,952)	(2,830)	(3,400)	(3,437)	
7533 Licensing Transactions - In	0	0	0	0	
7543 Contr. & Reim. (Traffic)	0	0	0	0	
	<u>(9,422)</u>	<u>(7,830)</u>	<u>(9,400)</u>	<u>(9,247)</u>	
<b>Capital Expenses</b>					
7574 Capital Exp. - Tools & Equip.	0	4,500	9,000	0	
	0	4,500	9,000	0	
<b>Capital Income</b>					
7685 Proceeds From Disposal Of Asset	0	0	0	0	
	0	0	0	0	
<b>Sub-total</b>	<u>45,714</u>	<u>61,190</u>	<u>77,058</u>	<u>71,210</u>	
<b>Total Transport</b>	<u>1,329,013</u>	<u>2,350,082</u>	<u>2,992,802</u>	<u>2,409,427</u>	

Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
	(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>ECONOMIC SERVICES</b>					
<b>Rural Services</b>					
<b>Operating Expenses</b>					
4462 Rural Services Admin Allocation	3,591	4,210	5,053	5,232	
6722 Noxious Weeds & Pest Expense	3,054	2,080	2,500	3,455	
	<u>6,645</u>	<u>6,290</u>	<u>7,553</u>	<u>8,687</u>	
<b>Capital Expenses</b>					
4404 Capital Exp. - Plant & Eq.	0	0	0	0	
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Sub-total	<u>6,645</u>	<u>6,290</u>	<u>7,553</u>	<u>8,687</u>	
<b>Tourism And Area Promotion</b>					
<b>Operating Expenses</b>					
3952 Tourism Signage Expense	0	830	1,000	120	
3982 Tourism Expense	1,757	3,790	4,559	4,500	
4282 Promotional Expense	118	1,000	1,200	1,131	
	<u>1,874</u>	<u>5,620</u>	<u>6,759</u>	<u>5,751</u>	
<b>Operating Revenues</b>					
3953 Area Promotion Income.	0	0	0	0	
3973 Contr. & Reim. (Tourism).	0	0	0	(80)	
	<u>0</u>	<u>0</u>	<u>0</u>	<u>(80)</u>	
Sub-total	<u>1,874</u>	<u>5,620</u>	<u>6,759</u>	<u>5,671</u>	
<b>Building Control</b>					
<b>Operating Expenses</b>					
4132 Building Surveyor Expenses	85,204	74,430	89,340	103,923	*
4142 Reimbursement Expenditure	0	0	0	0	
4622 Building Admin Allocation	35,828	41,980	50,381	52,202	
	<u>121,032</u>	<u>116,410</u>	<u>139,721</u>	<u>156,125</u>	
<b>Operating Revenues</b>					
4153 Building Licenses Income	(21,334)	(12,500)	(15,000)	(15,066)	
4163 Builder'S Registration Board Fee	0	(250)	(300)	0	
4213 Building Commissions Received	(296)	(330)	(400)	(397)	
4173 Ctf Commissions Received	(216)	(120)	(150)	(155)	
	<u>(21,845)</u>	<u>(13,200)</u>	<u>(15,850)</u>	<u>(15,618)</u>	
<b>Capital Expenses</b>					
Sub-total	<u>99,187</u>	<u>103,210</u>	<u>123,871</u>	<u>140,507</u>	

**Notes**

1 The amount over budget is the allocation of plant. No cash effect on budget.

	Notes	13/14 ACTUAL	13/14 BUDGET	13/14 BUDGET	12/13 ACTUAL	* Denotes Variance < \$10,000
		(YTD) 30-Apr-14 \$	(YTD) 30-Apr-14 \$	(Full Year) 30-Jun-14 \$	(Full Year) 30-Jun-14 \$	
<b>Other Economic Services</b>						
<b>Operating Expenses</b>						
4232	Water Supply Stand Pipes Expense	3,749	3,250	3,900	393	
4242	Rehab. Gravel Pits Expense 1	0	15,420	18,500	13,568	*
4252	Purchase Of Stamps.	66	290	350	0	
4272	Other Expenditure	9,205	8,330	10,000	6,763	
		13,020	27,290	32,750	20,723	
<b>Operating Revenues</b>						
4223	Commission Received Australia P	(3,709)	(2,910)	(3,500)	(3,961)	
4243	Annual Post Office Box Fee	(36)	(910)	(1,100)	(1,118)	
4253	Postage Stamp Income	(112)	(290)	(350)	(387)	
4273	Standpipe Water Income	(169)	(160)	(200)	(179)	
4333	Photocopying Income	(454)	(160)	(200)	(202)	
4764	Grant Funding & Contributions Re	0	0	0	(88,864)	
4913	Shire Reserve Income	(450)	(370)	(450)	(150)	
4923	Contributions	0	0	0	0	
		(4,931)	(4,800)	(5,800)	(94,860)	
<b>Capital Expenses</b>						
4274	Plant & Equipment.	0	0	0	119,956	
4760	Water Strategy Reserve - Transfe	277	330	400	408	
		277	330	400	120,364	
	<b>Sub-total</b>	<b>8,367</b>	<b>22,820</b>	<b>27,350</b>	<b>46,227</b>	
	<b>Total Economic Services</b>	<b>116,073</b>	<b>137,940</b>	<b>165,533</b>	<b>201,092</b>	

**Notes**

1: Timing

**SHIRE OF CHAPMAN VALLEY**  
**DETAIL OF FINANCIAL ACTIVITY**  
For the Period 1st July 2013 to 30th April 2014

	Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000
<b>Public Works Overheads</b>						
<b>Operating Expenses</b>						
0342	Provision For Lsl	1	12,459	0	0	28,333 *
1062	Staff Housing Allocated		0	0	0	30,492
1362	Acc Sals & Wages W/S Pwo		0	0	0	0
1372	Acc Sals & Wages-Pwo		0	0	0	0
4302	Fringe Benefits Tax (Pwo)		0	0	0	0
4312	Superannuation - Max 3% Works		5,544	3,660	4,394	6,412
4322	Superannuation Scg 9% - Works		4,213	5,180	6,228	6,523
4332	Superannuation Scg 9% Works St		47,142	44,570	53,492	49,740
4342	Salary Works Supervisor	4	67,432	54,890	65,871	72,515 *
4352	Superannuation Max 3% - Works		1,366	1,750	2,100	2,174
4372	Public Works Sundry Expense		46,410	38,640	46,400	37,668
4382	Works Supervisor - Conference At		0	0	0	0
4392	External Engineering Services	3	10,386	20,830	25,000	12,234 *
4402	Sick Leave	2	6,145	19,560	23,484	16,195 *
4412	Annual Leave	2	54,596	45,980	55,187	34,018 *
4422	Lsl Taken - Pwo		0	0	0	0
4432	Public Holiday Pay		18,147	19,560	23,484	22,083
4442	Occupational Health & Safety Exp		4,809	4,160	5,000	1,310
4452	Protective Uniform/ Minor Workwe		1,600	3,750	4,500	4,452
4582	Acc Leave (Gang)		0	0	0	16,974
4612	Acc Annual Leave W/S		0	0	0	(9,277)
4632	Leave - Other		0	0	0	0
4642	Performance Based Bonuses		0	0	0	0
4652	Works Staff Housing Allowance		16,799	21,790	26,155	20,913
4662	Public Works Expense Recoverab		660	0	0	0
5202	Public Works Overheads - Admin		66,309	77,690	93,239	96,615
6782	Workers Compensation Insurance		12,719	10,850	13,031	16,870
7422	Less Pwo Allocated To W & S		(360,420)	(377,150)	(452,566)	(467,440)
	<b>Sub-total</b>		<b>16,318</b>	<b>(4,290)</b>	<b>(5,000)</b>	<b>(1,195)</b>
			<b>16,318</b>	<b>(4,290)</b>	<b>(5,000)</b>	<b>(1,195)</b>
<b>Notes</b>						
<b>Operating Revenue</b>						
0333	Contr. & Reim. (Pwo).		(810)	0	0	0
<b>Capital Revenue</b>						
7631	T/F From Leav Reserve-Pwo	1	(12,459)	0	0	0 *

**Notes**

- 1 Long Service Leave Payout - requires a budget amendment
- 2 Below budget however it is not a saving as the cost will be allocated elsewhere
- 3 Timing
- 4 Variation in the way salaries are allocated, overall wages have not exceeded budget

	Notes	13/14 ACTUAL (YTD) 30-Apr-14 \$	13/14 BUDGET (YTD) 30-Apr-14 \$	13/14 BUDGET (Full Year) 30-Jun-14 \$	12/13 ACTUAL (Full Year) 30-Jun-14 \$	* Denotes Variance < \$10,000	
<b>OTHER PROPERTY &amp; SERVICES</b>							
<b>Plant Depreciation</b>							
<b>Operating Expenses</b>							
5012	Plant Depreciation	2	133,373	225,000	270,000	275,165	*
6890	Depn Posted To Jobs	2	(137,177)	(225,000)	(270,000)	(249,930)	*
	Sub-total		(3,804)	0	0	25,235	
<b>Private Works</b>							
<b>Operating Expenses</b>							
7302	Private Works Expense	1	19,654	39,010	46,840	41,368	*
			19,654	39,010	46,840	41,368	
<b>Operating Revenues</b>							
7333	Private Works Income	1	(14,988)	(43,720)	(52,461)	(58,789)	*
4323	Chges - Other		0	0	0	0	
	Sub-total		(14,988)	(43,720)	(52,461)	(58,789)	
			<b>4,666</b>	<b>(4,710)</b>	<b>(5,621)</b>	<b>(17,421)</b>	
<b>Notes</b>							
1	Private Works yet to be charged out						
2	Plant depreciation is below budget						

Notes	13/14 ACTUAL (YTD) 30-Apr-14	13/14 BUDGET (YTD) 30-Apr-14	13/14 BUDGET (Full Year) 30-Jun-14	12/13 ACTUAL (Full Year) 30-Jun-14	* Denotes Variance < \$10,000
	\$	\$	\$	\$	
<b>Plant Operation Costs</b>					
<b>Operating Expenses</b>					
4472 In House Repairs & Maintenance	2	61,765	17,000	20,420	5,222 *
4482 Tyre Purchase Expense		34,343	41,660	50,000	38,889
4492 Parts & Outside Repairs Expense	1	140,925	204,050	244,894	222,168 *
4502 Plant Licences Expense		5,467	4,580	5,500	346
4512 Less Poc Allocated To W & S	3	(561,434)	(661,290)	(793,551)	(696,870) *
4532 Tools & Consumables		13,577	11,670	14,000	14,059
4542 Fuel, Oil & Grease	1	226,735	247,698	330,000	288,569 *
4552 Cutting Edges & Tips		10,807	10,830	13,000	10,853
4602 Training Expense		70	2,500	3,000	1,165
5112 Plant Operator - Admin Allocation		51,068	59,840	71,809	74,409
6772 Plant Insurance Expense		43,959	43,125	43,125	42,355
		27,280	(18,337)	2,197	1,165
<b>Operating Revenues</b>					
4503 Sale Of Scrap		0	(1,250)	(1,500)	(2,913)
4513 Diesel Fuel Rebate Received	4	(22,729)	(12,500)	(15,000)	(134,437) *
4983 Income Received		(376)	0	0	0
		(23,105)	(13,750)	(16,500)	(137,350)
<b>Sub-total</b>		<b>4,175</b>	<b>(32,087)</b>	<b>(14,303)</b>	<b>(136,185)</b>

**Notes**

- 1 Under budget to date
- 2 This will exceed budget however it is only an allocation of overheads, it does not include materials
- 3 Allocation is below budget because total costs of plant operating is below budget
- 4 Revenue exceeds budget



SHIRE OF CHAPMAN VALLEY  
DETAIL OF FINANCIAL ACTIVITY  
For the Period 1st July 2013 to 30th April 2014

	Notes	13/14 ACTUAL (YTD) 30-Apr-14 ⌘	13/14 BUDGET (YTD) 30-Apr-14 ⌘	13/14 BUDGET (Full Year) 30-Jun-14 ⌘	12/13 ACTUAL (Full Year) 30-Jun-14 ⌘	* Denotes Variance < \$10,000
<b>Salaries And Wages</b>						
<b>Operating Expenses</b>						
4570	Salary & Wages Expense - Admin	1	742,429	726,949	859,122	951,019 *
4580	Salary & Wages Expense - Works	1	614,161	671,850	806,223	675,798 *
4600	Less Salary & Wages Allocated		(1,356,370)	(1,398,799)	(1,665,344)	(1,626,813)
4562	Rostered Days Off.		0	0	0	0
4592	Workers Compensation Paid	2	12,891	0	0	9,641 *
4982	Less Sals & Wages Reimbursed		0	0	0	0
4362	Unallocated Wages		0	0	0	0
<b>Operating Revenues</b>						
4613	Salaries & Wages Reimbursment R	2	(11,302)	0	0	(582) *
					9,064	
Sub-total Salaries & Wages			1,808	-	0	9,064
<b>Unclassified</b>						
<b>Operating Expenses</b>						
4002	Loss On Sale Asset.		0	0	0	0
5022	Overpayments Refunded.		7,374	0	0	0
					7,374	0
<b>Operating Revenues</b>						
5023	Overpayments Received		(7,374)	0	0	0
					0	0
Sub-total Unclassified			0	0	0	0
<b>Total Other Property &amp; Services</b>			9,895	(41,087)	(24,924)	(120,502)
<b>GRAND TOTAL</b>			1,479,089	3,312,236	4,282,777	1,411,965

**NOTES**

- 1 Wages are below budget  
2 Workers compensation accounts offset each other



**Corporate Card Statement**

SHIRE OF CHAPMAN VALLEY  
 THE SHIRE CLERK  
 ADMINISTRATION  
 C/- POST OFFICE  
 NABAWA W A WA 6532



Facility Number  
 00018023 20000001  
 Payment Due Date  
 01 May 2014  
 Closing Balance  
 \$100.90

**This amount will be swept from a nominated account.**

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency include the following: (1) the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme and (2) the Westpac Foreign Transaction Fee (FX Fee), being the applicable Westpac Processing Fee and the applicable Westpac On-Charged Scheme Fee.

<b>Company Name</b> Shire Of Chapman Valley		<b>Number of Cards</b> 2	<b>Annual % Rate</b> 15.65%	
<b>Contact Name</b> The Shire Clerk		<b>Facility Number</b> 00018023 20000001	<b>Credit Limit</b> 10,000	
<b>Statement From</b> 21 Mar 2014	<b>Statement To</b> 21 Apr 2014	<b>Payment Due Date</b> 01 May 2014	<b>Opening Balance</b> 78.00	<b>Closing Balance</b> 100.90
			<b>Available Credit</b> 9,899.10	

**Summary of Changes in Your Account Since Last Statement**

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
78.00	78.00 -	100.90	0.00	0.00	0.00	100.90	0.00



CSF VPM

Page 1 of 1

Westpac Banking Corporation ABN 33 007 457 141

1980

<b>AGENDA ITEM:</b>	<b>9.2.2</b>
<b>SUBJECT:</b>	<b>DIFFERENTIAL RATES 2014/2015</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>301.03</b>
<b>PREVIOUS REFERENCE:</b>	
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>DIANNE RAYMOND</b>

## **DISCLOSURE OF INTEREST**

Nil

## **BACKGROUND**

Landgate Valuation Services provides Council with an assessable value for each rateable property within the Shire. The predominant land use determines the method of valuation required for rating purposes. Where the land is used predominantly for rural purposes, the Unimproved Value (UV) of the land applies; and where the land is used predominantly for the non-rural purposes, the Gross Rental Value (GRV) of the land applies. The rateable value is multiplied by the rate in the dollar that Council set to produce the annual rates to be charged to the property. If this value is less than the minimum rate set by Council then the ratepayer will be charged the minimum value.

To streamline rating methods Council adopted a simple process of one rating category for Gross Rental Valued and a differential Unimproved Valuation for rural properties. The Gross Rental Value method of rating does not require Ministerial approval as long as the model complies with the Local Government Act 1995. The unimproved valued properties have a differential UV Oakajee Industrial rating category and a general Unimproved Value Rural category. The differential rating category requires advertising for public consultation prior to budget adoption, and Ministerial approval if the rate in the dollar is more than twice the general unimproved rating category rate in the dollar.

The Local Government Act 1995 s.6.35 (4) allows a minimum rate to be imposed on not more than 50% of the total number of separately rated properties in each category.

## **COMMENT**

This budget will be deliberated with external factors that in themselves have an impact equivalent to about 5% of rates which does not always account for the general impact of inflation and the cost of doing business. It is in this difficult environment that the current budget is being drafted with an aim to keep the general rate increase to 7%. This is being achieved through organisational review and efficiency measures undertaken.

Revaluations for both methods of rating have been received for 2014/2015 with the Gross Rental Valuation having significant changes in values for 52% of those GRV rated properties. A letter from Landgate Valuation Services outlining a Summary of General Valuations for this valuation update is attached. Valuations for GRV properties were previously assessed in August 2009 effective 1 July 2010 for the 2010/2011 rating year. Unless an interim valuation has been requested for a property since that billing period this value has remained the rateable value for the past four (4) rating cycles. The current valuations received are based on market indicators as at August 2013 as assessed by Landgate Valuation Services. The Unimproved Valuation values have a general increase of 2% on the previous years revaluation. To calculate the rate model for 2014/2015 it has been necessary to adjust the rate in the dollar for both GRV and UV rating categories due to valuation changes prior to calculating the increase.

The 2014/2015 proposed rates budget is compliant with s.6.35 (4) LGA for both Gross Rental and Unimproved Valued properties. As detailed below it is proposed that the Shire will have three (3) rating categories for 2014/2015 with the percentage of minimums below 50% complying with the Act. The rate model proposal expects to net an increase in rates of \$140,347 bringing the total rates income to \$2.21m.

Draft Rate Model 2014/2015						
Rating Category	Basis	Rate in \$ 2013/2014	Minimum 2013/2014	Proposed Rate in \$ 2014/2015	Proposed Minimum 2014/2015	Percentage of Properties on Minimums
GRV	GRV	10.4802	\$ 650.00	7.0175	\$ 516.00	49%
UV Rural	UV	0.8729	\$ 320.00	0.9153	\$ 325.00	5%
UV Oakajee	UV	1.8399	\$ 320.00	1.8306	\$ 325.00	0%

The Draft Rates Model for 2014/2015 has been prepared based on a 7% increase to an adjusted rate in the dollar due to annual and triennial revaluations with the number of properties on minimum complying with Section 6.35 (4) of the Local Government Act 1995.

Rate Revenue 2013/2014	\$ 2,079,392
Proposed 7% increase	\$ 140,347
Proposed Rate Revenue 2014/2015	\$ 2,219,739

## STATUTORY ENVIRONMENT

### Local Government Act 1995

- S.6.32 *States that a local government, in order to make up the budget deficiency, is to impose a general rate on rateable land that may be imposed uniformly or differentially.*
- S6.33 (1) *Provides that a local government may impose differential rates based upon characteristic of zoning, predominant land use, whether or not the land is vacant.*
- S6.34 *States that a local government cannot without the approval of the Minister yield a general rate that exceeds 100% of the budget deficiency or less than 90% of the budget deficiency.*
- S6.35 *States that a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- S6.35(4) *States that a minimum payment is not to be imposed on more than the prescribed percentage of a) the number of separately rated properties in the district; or b) the number of properties in each category.*
- FMR 5 s.52 *States that the percentage prescribed for the purposes of s6.35 (4) is 50%.*

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The annual budget identifies how funds will be sourced and allocated in the forthcoming year, and allows for the imposition of rates as an income stream from which services and upcoming projects may be funded. For the 2014/2015 draft Budget it is proposed to raise a total of \$2,219,739 from GRV and UV rateable properties.

## STRATEGIC IMPLICATIONS

Annual Budget 2014/2015

## VOTING REQUIREMENTS

Simple Majority

*Cr Forrester left Chambers at 10.08am and did not vote*

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FARRELL**

**SECONDED: CR FORRESTER**

That Council:

- 1 Provides 21 days local public notice, as required by s6.36 (1) of the Local Government Act 1995, of its intention to impose differential general rates for the 2014/2015 financial year as listed below.
- 2 Agrees to staff using the following rates in the dollar and minimum rates as the basis for the preparation of the 2014/2015 Draft Annual Budget.

Draft Rate Model 2014/2015						
Rating Category	Basis	Rate in \$ 2013/2014	Minimum 2013/2014	Proposed Rate in \$ 2014/2015	Proposed Minimum 2014/2015	Percentage of Properties on Minimums
GRV	GRV	10.4802	\$ 650.00	7.0175	\$ 516.00	49%
UV Rural	UV	0.8729	\$ 320.00	0.9153	\$ 325.00	5%
UV Oakajee	UV	1.8399	\$ 320.00	1.8306	\$ 325.00	0%

**Voting 6/0  
CARRIED  
Minute Reference 05/14-5**



**Landgate**

301.03.01

Record No RA14711

Your Ref:  
Our Ref:  
Enquiries  
E-mail:

**RECEIVED**  
15 APR 2014  
File No. 04737-2010-PE14  
Tel: (08) 9273 7119 Fax: (08) 9273 9454  
phil.edwards@landgate.wa.gov.au

COUNTRY TOWNS SOUTH – PROPERTY & VALUATIONS

## GENERAL VALUATION SUMMARY FOR CHAPMAN VALLEY 2014 (GRV)

The following data and advice should be read in conjunction with the statistical summary at the end of the valuation roll (enclosed).

- Date of Valuation 1<sup>st</sup> August 2013.
- Date of coming into force 1<sup>st</sup> July 2014.
- In respect of Gross Rental Values (GRV's) for the Local Authority of Chapman Valley, the following statistics are provided for your assistance:-

	% Inc/Dec	Values	Agg. Values	% of Total
○ Residential	+ 92.89%	236	\$ 3,783,412	68.62%
○ Commercial	+ 93.29%	3	\$ 224,640	4.07%
○ Industrial	+ 74.87%	3	\$ 38,210	0.69%
○ Vacant Land	+ 2.55%	214	\$ 1,465,288	26.57%
○ Misc.	+ 31.23%	2	\$ 2,500	0.05%
<b>TOTALS</b>	<b>+ 56.19%</b>	<b>458</b>	<b>\$ 5,514,050</b>	<b>100.00%</b>

Please note that the % change in values for 'commercial', 'residential' and 'industrial' is significant when compared to the other land use classifications. The use of a 'differential rate' or other mechanisms available within the Local Government Act may be appropriate to smooth out these anomalies and provide a more equitable distribution of the rates burden.

The Valuer-General advises that as part of the 2014-15 rate setting process, he supports Council's release of aggregated valuation data to ratepayers as part of its community engagement and information sharing process prior to the formal adoption of its budget.

Western Australian Land Information Authority ABN 86 574 793 858  
1 Midland Square, Midland, Western Australia 6056  
Postal Address: PO Box 2222, Midland, Western Australia 6936  
Tel: (08) 9273 7373 TTY: (08) 9273 7571 Email: vs@landgate.wa.gov.au  
Web: www.landgate.wa.gov.au

Such aggregated data may include but not be limited to:

- Overall and average value percentage increase by suburb.
- Overall and average value percentage increase by property classification.
- Changes in the total number of valuations on the valuation roll released on a per suburb or locality basis.
- Average valuation per property classification per locality.

The provisions of the Valuation of Land Act 1978 still apply with respect to both public inspection of the valuation roll and the right to object against valuations in force.

Should a ratepayer have a valuation query which your staff cannot answer, it would be of assistance to us if your staff could encourage the ratepayer to discuss the matter with us by telephone or e-mail prior to lodging a formal objection.

For enquires regarding the valuation roll or any other valuation related issues, the following contact list is provided for your assistance.

- Jovanka Vicentic (Senior Valuation Information Officer) 92739466
- Sam Scuderi (District Valuer) 92739448
- Phil Edwards (Regional Valuer-Country Towns South) 92739454

Yours faithfully



Phil Edwards  
Regional Valuer-Country Towns South  
8<sup>th</sup> April 2014

BASE MODEL													
Line	Code	Total Progs	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Progs on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00		80	2000.00	8330.00				0.00		0.00	0.00		
2 01		453	0.00	5516390.00	650.00		5.6593		289	0.00	398803.28	27.74	2.80
3 02		419	178105707.00	0.00	320.00	0.8554			20	0.00	1528858.12	0.35	0.32
4 04		3	9134000.00	20000.00	320.00	1.7108		1.7308		0.00	156264.00	0.00	1.45
		955	187241707	5544720				0.00		0.00	2,083,925.40	2079992.00	13/14

BASE MODEL + 7%													
Line	Code	Total Progs	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Progs on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00		80	2000.00	8330.00				0.00		0.00	0.00		
2 01		453	0.00	5516390.00	516.00		7.0175	387112.74	221	0.00	416962.23	7.71	7.48
3 02		419	178105707.00	0.00	325.00	0.9153		1630201.72	20	0.00	1635569.40	0.32	7.32
4 04		3	9134000.00	20000.00	325.00	1.8306		167207.01		0.00	167207.01	0.00	1.26
								0.00		0.00	2,079,796.65		

BASE MODEL + 6%													
Line	Code	Total Progs	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Progs on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00		80	2000.00	8330.00				0.00		0.00	0.00		
2 01		453	0.00	5516390.00	516.00		6.5473	383240.23	223	0.00	413937.82	8.01	6.70
3 02		419	178105707.00	0.00	325.00	0.9067		1614884.57	20	0.00	1620262.91	0.33	6.32
4 04		3	9134000.00	20000.00	325.00	1.8134		165635.95		0.00	165635.95	0.00	0.31
											2,079,934.73		

BASE MODEL + 5%													
Line	Code	Total Progs	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Progs on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1 00		80	2000.00	8330.00				0.00		0.00	0.00		
2 01		453	0.00	5516390.00	516.00		6.8772	379873.20	228	0.00	410923.36	8.31	5.92
3 02		419	178105707.00	0.00	325.00	0.8982		1599745.55	20	0.00	1605134.41	0.33	5.33
4 04		3	9134000.00	20000.00	325.00	1.7963		164074.04		0.00	164074.04	0.00	-0.03
											2,179,211.81		



<b>AGENDA ITEM:</b>	<b>9.2.3</b>
<b>SUBJECT:</b>	<b>LOCAL GOVERNMENT MASTER LENDING AGREEMENT</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>304.03</b>
<b>PREVIOUS REFERENCE:</b>	<b>NIL</b>
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>DIANNE RAYMOND</b>

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

The Local Government Master Lending Agreement (LGMLA) received from the Western Australian Treasury Corporation (WATC) is tabled for Council. The agreement incorporates all existing loan borrowings under the one Common Seal agreement. This removes the need for future borrowing agreements to be executed individually under the Common Seal every time the Shire of Chapman Valley borrow from the WATC. Any future borrowing under the LGMLA will still be subject to WATC's existing credit approval policy and satisfaction of the Local Governments key financial information from a loan application.

**COMMENT**

Council currently holds six (6) individual loans with the Western Australian Treasury Corporation which are reported in the Monthly Financial Statements Note 6. An extract is shown below from April 2014 Ordinary Council Meeting detailing current loan commitments. For the LGMLA to be effective the Common Seal is to be affixed and authorising signatories required.

Particulars	Rates of Interest	Principal 01/07/2013	New Loans 13/14 Budget	Interest Repayments 13/14 Budget	13/14 Actual	Principal Repayments 13/14 Budget	13/14 Actual	Principal Outstanding 13/14 Budget	Year to Date Actual	Year of Expiry
	%		\$	\$	\$	\$	\$	\$	\$	
Recreation and Culture Loan 89 - U/grade Community Centre & Stadium	5.99	62,536		4,512	2,640	8,243	6,545	54,293	55,991	2020/21
Transport Loan 92 - Plant	5.45	65,788		3,790	0	65,788	43,267	0	22,522	2013/14
Transport Loan 93 - Plant	5.36	146,870		7,121	3,896	71,493	71,493	75,377	75,377	2014/15
Transport Loan 95 - Plant	5.46	63,234		3,012	1,916	19,941	16,541	43,293	46,693	2015/16
Transport Loan 96 - Plant			151,500	0	0	0	0	160,000	151,500	2018/19
Community Amenities Loan 94 - Buller Study	5.87	43,499		2,305	0	21,120	10,408	22,379	33,091	2014/15
		381,927	151,500	20,740	8,452	186,585	148,254	355,342	385,173	

## **STATUTORY ENVIRONMENT**

The Local Government Act 1995 provides direction in relation to Borrowings through

- Section 6.20 Power to Borrow and
- Section 6.21 Restrictions on Borrowing

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

*Simple/Absolute Majority*

## **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FARRELL**

**SECONDED: CR MALUISH**

That Council hereby resolves:

1. That the Shire of Chapman Valley enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting.
2. To approve the affixation of the Common Seal of the Shire of Chapman Valley to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and
3. That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Chapman Valley authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions there under on behalf of the Shire of Chapman Valley.

**Voting 7/0  
CARRIED  
Minute Reference 05/14-6**

<b>AGENDA ITEM:</b>	<b>9.2.4</b>
<b>SUBJECT:</b>	<b>SHIRE OF CHAPMAN VALLEY 2014/15 SCHEDULE OF FEES AND CHARGES</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>306.00</b>
<b>PREVIOUS REFERENCE:</b>	
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>DIANNE RAYMOND</b>

#### **DISCLOSURE OF INTEREST**

Nil

#### **BACKGROUND**

As part of the function of local government and its operations, each year the Council is required, under Section 6.2 of the Local Government Act 1995, to formally adopt its annual financial year budget, to enable the administration to carry out the defined services and programmes and to raise revenue through rates and fees and charges. As part of the preparation for the compilation of the 2014/15 Annual Budget the Draft Proposed Schedule of Fees and Charges for 2014/15 is attached for review and approval to list in the 2014/15 Draft Budget.

#### **COMMENT**

The Australian Bureau of Statistics released its Consumer Price Index data for the March quarter 2014 on 23 April 2014 at 3.1% with forward estimates at a further 2.5%. The majority of changes to the attached fees and charges have been proposed with a general increase of 5%. Where appropriate, the actual cost of providing the service has been used or benchmarking has been undertaken with other local governments. Fees and charges associated with Planning and Building have been increased or remain unchanged as per relevant legislation available to date; however some changes may occur early July and amended prior to budget adoption.

Shire Staff have reviewed the 2013/14 Schedule of Fees and Charges and prepared the attached Draft Proposed 2014/15 Schedule of Fees and Charges.

#### **STATUTORY ENVIRONMENT**

Section 6.16 is the primary piece of legislation under the Local Government Act 1995 that requires fees and charges to be reviewed and adopted as part of the budget process.

##### **6.16. Imposition of fees and charges**

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

*\* Absolute majority required.*

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

- (e) supplying goods;
  - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed\* during a financial year; and
  - (b) amended\* from time to time during a financial year.

\* *Absolute majority required.*

#### **6.17. Setting the level of fees and charges**

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

#### **6.18. Effect of other written laws**

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

#### **6.19. Local government to give notice of fees and charges**

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

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

**POLICY IMPLICATIONS**

Shire of Chapman Valley 2014/15 Draft Budget

**FINANCIAL IMPLICATIONS**

Shire of Chapman Valley - Schedule of Fees and Charges.

**STRATEGIC IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Absolute Majority

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FORRESTER**

**SECONDED: CR HUMPHREY**

The Fees and Charges as presented to Council are adopted and included into the 2014/2015 Budget in accordance with the requirements of the Local Government Act, 1995.

**Voting 7/0  
CARRIED  
Minute Reference 05/14-7**

**Shire of Chapman Valley  
Budget For the Year Ended 30 June 2015**



**Fees and Charges**

	Proposed 2014/2015	Adopted 2013/2014	COMMENT	GST
<b>ADMINISTRATION</b>				
<b>1 Account Enquiries and Requisitions</b>				
Rates Account Enquiry Only (No Requisitions)	\$ 26.00	\$ 25.00	per lot	GST Nil
Orders And Requisitions Account Enquiry (No Rates)	\$ 58.00	\$ 55.00	per lot	GST Nil
Rates, Orders And Requisitions Account Enquiry	\$ 84.00	\$ 80.00	per lot	GST Nil
Instalment Administration Fee	\$ 8.00	\$ 7.00	per instalment	GST Nil
Instalment Interest Charge	5.50%	5.50%	Capped by LGA	GST Nil
Penalty Interest On Overdue Rates And Debtors	11.00%	11.00%	Capped by LGA	GST Nil
Recovery of Dishonour Fees	Cost plus \$11.00			GST Nil
<b>2 Postal Boxes at Shire Office</b>				
Deposit to cover fitting new lock if keys not handed in	\$ 62.00	\$ 60.00	Per Post Box	GST Nil
Annual fee for use of box	\$ 22.00	\$ 20.00	Per Post Box	GST Nil
<b>3 Copy of Rate Notice</b>				
	\$ 5.00	\$ 5.00	Per Copy	GST Nil
<b>4 Maps</b>				
	Cost Recovery	cost recovery	Per Map	GST Nil
<b>5 Tourism Maps of Shire</b>				
	No Charge	No charge	No Charge Required	
<b>6 Photocopying</b>				
Black and White	\$ 0.45	\$ 0.40	per A4 sheet	GST Nil
Colour	\$ 1.75	\$ 1.65	per A4 sheet	GST Nil
Black and White	\$ 0.55	\$ 0.50	per A3 sheet	GST Nil
Colour	\$ 2.10	\$ 2.00	per A3 sheet	GST Nil
<b>7 Council Minutes - Copies</b>				
	Photocopying Rates as above	Photocopying Rates (as above)		GST Nil
<b>8 Binding</b>				
Hardcover (Leather Lock with Foil Title)	\$ 30.00	\$ 29.00	per item	GST Nil
Softcover	\$ 7.00	\$ 6.50	per item	GST Nil
Wire Comb	\$ 5.00	\$ 4.40	per item	GST Nil
Plastic Comb	\$ 4.00	\$ 3.30	per item	GST Nil
<b>9 Laminating</b>				
A4 per sheet	\$ 1.60	\$ 1.50	per item	GST Nil
A3 per sheet	\$ 2.10	\$ 2.00	per item	GST Nil
<b>10 Electoral Rolls</b>				
	\$ 18.00	\$ 17.50	per roll	GST Nil
<b>11 Facsimiles</b>				
Faxes Sent	\$ 2.30	\$ 2.20	Minimum Charge	GST Nil
Faxes Received	\$ 0.50	\$ 0.40	Per Sheet	GST Nil
<b>13 Freedom of Information Charges (as set by FOI Act Regulations 1993)</b>				
Personal Information about the applicant	No Fee	no fee	No Charge	
Application fee (for non personal information)	\$ 30.00	\$ 30.00	Per Application	GST Nil
Charge for time dealing with application	\$ 30.00	\$ 30.00	per hour or pro rata	GST Nil
Access time supervised by staff	\$ 30.00	\$ 30.00	per hour or pro rata	GST Nil
Photocopying staff time	\$ 30.00	\$ 30.00	per hour or pro rata	GST Nil
Per Photocopy	\$ 20.00	\$ 0.20	per copy	GST Nil
Transcribing from tape, film or computer	\$ 30.00	\$ 30.00	per hour or pro rata	GST Nil
Film or computer information	At Cost	At Cost	cost recovery	Per GST
Delivery, packaging and postage	At Cost	At Cost	cost recovery	Per GST
Advance deposit required for the estimated charges.	25%	25%	of estimated charges	GST Nil
<i>Further advance deposit may be required to meet the charges for dealing with the application. For financially disadvantaged applicants with prescribed pensioner concession cards, the charge payable may be reduced by 25% at the CEO's discretion.</i>				
<b>REFUSE CHARGES</b>				
<b>1 Domestic Refuse Removal</b>				
Domestic Refuse Removal	\$ 325.00	\$ 300.00	per bin per annum	GST Nil
Additional Bins (Not Compulsory)	\$ 300.00	\$ 225.00	per bin per annum	GST Nil
<b>2 Refuse Site Charges (Non Residents)</b>				
Lawncloppings and greenwaste	\$ 24.00	\$ 23.00	per m <sup>3</sup> (Use or Trailer load)	GST Nil
Any/all household rubbish (deemed to be generated day to day)	\$ 29.00	\$ 28.00	per m <sup>3</sup> (Use or Trailer load)	GST Nil
Building/backyard rubble under 0.4 m <sup>3</sup> (approximately 2 wheelbarrows)	\$ 29.00	\$ 28.00	per m <sup>3</sup> (Use or Trailer load)	GST Nil
Household oil (under 20 litres)	\$ 29.00	\$ 28.00	up to 20 litres	GST Nil
<b>Special Rates (by prior arrangement only):</b>				
Paint containers and medical waste	\$ 139.00	\$ 133.00	per m <sup>3</sup> for first m <sup>3</sup> or less	GST Nil
Crayfish effal or similar	\$ 139.00	\$ 133.00	per m <sup>3</sup> for first m <sup>3</sup> or less	GST Nil
<b>Commercial Items</b>				
General waste	\$ 29.00	\$ 28.00	per m <sup>3</sup> (Use or Trailer load)	GST Nil
Motor car tyres	\$ 15.75	\$ 15.00	per tyre	GST Nil
Truck tyres	\$ 29.00	\$ 28.00	per tyre	GST Nil
Tractor tyres	\$ 55.00	\$ 53.00	per tyre	GST Nil
Syringe containers - first 7 litres	\$ 15.75	\$ 15.00	for first 7 litre container	GST Nil
- per litre thereafter	\$ 5.00	\$ 5.00	per litre thereafter	GST Nil
Cardboard	\$ 5.00	\$ 5.00	per m <sup>3</sup> (Use or trailer load)	GST Nil

**Shire of Chapman Valley**  
**Budget For the Year Ended 30 June 2015**  
**Fees and Charges**



		Proposed 2014/2015	Adopted 2013/2014	COMMENT	GST
<b>PROPERTY HIRE</b>					
<b>1 Hall Hire</b>					
Bond	\$	525.00	\$ 500.00	To be placed into Trust Account	GST incl
<b>Nabawa Community Centre</b>					
Whole Facility - Main & Lesser Halls, Kitchen & Toilets	\$	195.00	\$ 100.00	per use	GST incl
Main Hall only	\$	75.00	\$ 70.00	per use	GST incl
Kitchen	\$	35.00	\$ 30.00	per use	GST incl
Clinic Room	\$	35.00	\$ 30.00	per use	GST incl
Fitness/Yoga/Dance Classes, Refreshments (Main Hall)	\$	25.00	\$ 20.00	per use (block booking discount available)	GST incl
Chapman Valley Primary School		No Charge	no charge	no charge	
Lesser Hall	\$	25.00	\$ 20.00	per use	GST incl
<b>Main or Lesser Hall Block Bookings (payable in advance only)</b>					
10 - 20 bookings per annum		20% Discount	25% Discount	on usual hire charge	
20 - 40 bookings per annum		25% Discount	25% Discount	on usual hire charge	
40 - 60 bookings per annum		30% Discount	30% Discount	on usual hire charge	
> 60 bookings per annum		35% Discount	35% Discount	on usual hire charge	
Annual Booking (Up 2 uses per week only)	\$	525.00	\$ 500.00	per annum	GST incl
<b>Yuna Hall</b>					
Main & Lesser Halls, Kitchen & Toilets - All Groups	\$	68.00	\$ 65.00	per use	GST incl
Main & Lesser Halls, Kitchen & Toilets - Local Community Member	\$	42.00	\$ 40.00	per use	GST incl
Badminton Club	\$	8.00	\$ 7.50	per use	GST incl
Yuna Primary School		No Charge	no charge	no charge	
<b>2 Furniture Hire from Community Centre</b>					
Tables	\$	6.50	\$ 6.00	each	GST incl
Chairs	\$	0.50	\$ 0.30	each	GST incl
<b>3 Projector Hire</b>					
Bond	\$	525.00	\$ 500.00	To be Placed into Trust Account	GST incl
Projector Hire	\$	84.00	\$ 60.00	per day	GST incl
<b>4 Recreation Centre Facilities</b>					
Football Club - includes League Fixtures and use of change rooms and use of the function room.	\$	1,579.00	\$ 1,525.00	per annum	GST incl
Basketball Club	\$	1,130.00	\$ 1,100.00	per annum	GST incl
Cricket Club	\$	1,300.00	\$ 1,250.00	per annum	GST incl
Generation Regional Cricket Board - home and away fixtures not involving the Chapman Valley Cricket Team	\$	57.00	\$ 55.00	per game	GST incl
Tennis Club Nabawa and Yuna	\$	325.00	\$ 315.00	per annum	GST incl
Badminton Club	\$	12.00	\$ 11.00	per use	GST incl
Greenough Western Riding Club - Showgrounds Reserve	\$	330.00	\$ 295.00	per annum	GST incl
Chapman Valley Agricultural Society - Showgrounds Reserve	\$	330.00	\$ 320.00	per annum	GST incl
Whole of stadium facilities	\$	125.00	\$ 120.00	per use	GST incl
Clubrooms (Upstairs area)	\$	62.00	\$ 60.00	per use	GST incl
Changeovers (1 section only)	\$	16.00	\$ 15.00	per use	GST incl
Kitchen (downstairs)	\$	31.00	\$ 30.00	per use	GST incl
Basketball Courts	\$	41.00	\$ 40.00	per use	GST incl
Oval, Kitchen, Clubroom and Changeovers Hire	\$	135.00	\$ 130.00	per use	GST incl
<b>5 Caravan and Camping Fees</b>					
All camping grounds	\$	7.00	\$ 7.00	Per Person Per night	GST incl
	\$	8.00	\$ 8.00	Pensioners Per Person Per Night	GST incl
		No Charge	No Charge	Shire Residents - must show Access Card	GST incl
		No Charge	No Charge	Under 16	GST incl
<b>6 Residential Housing Rental</b>					
<b>Shire Staff Rental Charges (\$100 per week from 1 July 2013, \$180 per week from 1 January 2014)</b>					
Lot 27 Chapman Valley Rd, Yuna	\$	180.00	\$ 180.00	per week	Input Taxed
Lot 22 Chapman Valley Rd, Yuna	\$	180.00	\$ 180.00	per week	Input Taxed
Lot 19 Chapman Valley Rd, Nabawa	\$	180.00	\$ 180.00	per week	Input Taxed
<b>Public Rental Charges</b>					
Lot 27 Chapman Valley Rd, Yuna	\$	180.00	\$ 180.00	per week	Input Taxed
Lot 22 Chapman Valley Rd, Yuna	\$	180.00	\$ 180.00	per week	Input Taxed
Lot 19 Chapman Valley Rd, Nabawa	\$	180.00	\$ 180.00	per week	Input Taxed
<b>7 Pre-School Lease</b>					
	\$	\$7,094.20 as per agreement	\$7,672.38 as per agreement	To be increased by December Perth CPI each year expires 31 Dec 2015 I.E.13	GST incl
<b>8 Animal Traps - Bond</b>					
	\$	50.00	\$ 50.00	as per hire agreement	GST incl
<b>PRIVATE WORKS</b>					
<b>1 Private Works (Includes Operator)</b>					
Normal (per hour)					
Grader Hire (120H)	\$	130.00	\$ 125.00	per hour	GST incl
Grader Hire (John Deere)	\$	150.00	\$ 145.00	per hour	GST incl
Grader Hire (CAT 140H)	\$	150.00	\$ 145.00	per hour	GST incl
Truck and Trailer Hire	\$	155.00	\$ 150.00	per hour	GST incl
Truck side tipper	\$	145.00	\$ 140.00	per hour	GST incl
Truck and Water Tanker	\$	145.00	\$ 140.00	per hour	GST incl
Light Truck Hire	\$	95.00	\$ 90.00	per hour	GST incl
Roller Hire - Vibrating (Large)	\$	135.00	\$ 130.00	per hour	GST incl
Roller Hire - Rubber Tyred	\$	115.00	\$ 110.00	per hour	GST incl
Loader Hire - (3 cubic metre bucket)	\$	190.00	\$ 185.00	per hour	GST incl
- (2.2 cubic metre bucket)	\$	150.00	\$ 145.00	per hour	GST incl
Backhoe	\$	125.00	\$ 120.00	per hour	GST incl
Bobcat (Skidsteer) Hire	\$	105.00	\$ 100.00	per hour	GST incl
Whipper Snipper	\$	75.00	\$ 70.00	per hour	GST incl
Pedestrian Roller	\$	90.00	\$ 85.00	per hour	GST incl
Plate Compactor	\$	75.00	\$ 70.00	per hour	GST incl
Light Vehicle (4WD Use plus labour)	\$	3.00	\$ 2.50	Per km	GST incl
Cement Mixer	\$	70.00	\$ 65.00	per hour	GST incl
<b>2 Sand</b>					
Yellow Sand	\$	1.75	\$ 1.50 m3	(Minimum charge of \$100 per truck load)	GST incl
<b>3 Gravel</b>					
Gravel	\$	6.00	\$ 5.00 m3	plus plant hire rates.	GST incl
<b>4 Aggregate</b>					
Aggregate	\$	93.00	\$ 42 m3		GST incl
<b>5 Other</b>					
Administration Fee - Job Value less than \$2,000			N/A	For job value under \$2,000	GST incl
Administration Fee - Job Value over \$2,000			15%	For job value over \$2,000	GST incl
Labour only - plant operators	\$	60.00	\$ 55.00	per hour	GST incl
Labour only - senior works staff (Works supervisor/leading hand)	\$	70.00	\$ 66.00	per hour	GST incl
Roadside Spraying	\$	100.00	\$ 99.00	per hour	GST incl
Weed Chemicals		At cost + 10%	at cost	plus 10%	GST incl

**Shire of Chapman Valley  
Budget For the Year Ended 30 June 2015**



**Fees and Charges**

	Proposed 2014/2015	Adopted 2013/2014	COMMENT	GST
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**DOG REGISTRATIONS**

<b>1 Dog Registrations</b>					
Unsterilised Dog 1 Year	\$	50.00	\$30.00 - (1 year)	Set by legislation	GST N/A
Unsterilised Dog 3 Years	\$	120.00	\$	75.00	Set by legislation
Unsterilised Dog Lifetime	\$	250.00	\$		Set by legislation
Sterilised Dog 1 Year	\$	20.00	\$10.00 - (1 year)	Set by legislation	GST N/A
Sterilised Dog 3 Years	\$	42.50	\$	18.00	Set by legislation
Sterilised Dog Lifetime	\$	100.00	\$		Set by legislation
Dog kept in approved establishment licensed under s.27	\$	200.00	\$		Set by legislation
<i>Sterilisation Certificate must be produced</i>					
<b>2 Dog Impounding Fees</b>					
1st Day	\$	25.00	\$	25.00	For first day
Subsequent Days	\$	10.50	\$	10.00	per day
<b>3 Dog Act 1975</b>					
Unregistered Dog	\$	200.00	\$	100.00	Set by legislation
Dog causing a nuisance	\$	200.00	\$	100.00	Set by legislation
Dog in a public place without collar	\$	200.00	\$	90.00	Set by legislation
Owners details and registration tag not on collar	\$	200.00	\$	90.00	Set by legislation
Dog in a public place without a collar or tag	\$	200.00	\$	100.00	Set by legislation
Dog not held by a leash in public	\$	200.00	\$	100.00	Set by legislation
Uncontrolled dog in exercise rural area	\$	200.00	\$	100.00	Set by legislation

**CAT REGISTRATIONS**

<b>1 Cat Registrations</b>					
Sterilised Male or Female 1 Year	\$	20.00	\$	520.00	Set by legislation
Sterilised Male or Female 3 Year	\$	42.00	\$	542.00	Set by legislation
Sterilised Male or Female Whole of Life	\$	100.00	\$	100.00	Set by legislation
<i>Sterilisation Certificate must be produced</i>					
<b>1 Cat Impounding Fees</b>					
1st Day	\$	25.00	TBA		For first day
Subsequent Days	\$	10.50	TBA		per day
<b>2 Cat Act 2011</b>					
Unregistered Cat	\$	5,000.00	\$	200.00	per offence
Failure to ensure cat is wearing its registration tag in public	\$	5,000.00	\$	200.00	per offence
Removing, or interfering with, a cat's registration tag	\$	5,000.00	\$	200.00	per offence
Failure to ensure cat is microchipped	\$	5,000.00	\$	200.00	per offence
Removing, or interfering with, a cat's microchip	\$	5,000.00	\$	200.00	per offence
Failure to ensure cat is sterilised	\$	5,000.00	\$	200.00	per offence
Identifying a cat as sterilised that is not	\$	5,000.00	\$	200.00	per offence
Transfer of a cat that is not microchipped (and is not exempt)	\$	5,000.00	\$	200.00	per offence
Transfer of a cat that is not sterilised (and is not exempt)	\$	5,000.00	\$	200.00	per offence
Failure to notify local government or microchip database company of a new owner	\$	5,000.00	\$	200.00	per offence
Failure to notify local government or microchip database company of a change of details	\$	5,000.00	\$	200.00	per offence
Breeding cats, not being an approved cat breeder	\$	5,000.00	\$	200.00	per offence
Cats not to be offered as prizes	\$	5,000.00	\$	200.00	per offence
Refusal by alleged offender to give information on request	\$	5,000.00	\$	200.00	per offence

**CEMETERY CHARGES**

<b>1 Cemetery</b>					
Sinking, exhumation, reopening and closing a grave***	\$	500.00	\$	500.00	to a depth of 1.8 metres
Additional sinking ordered in excess of 1.8 metres***	\$	50.00	\$	50.00	Each additional 0.3 cubic metres or part thereof
Re-sinking and closing any grave***	\$	500.00	\$	500.00	For the purpose of second interment or exhumation
<b>***Add 50% to charges above for burials on Saturdays and add 100% for burials on Sundays and Public Holidays</b>					
Removal of kerbing, tiles, grass, etc	\$	35.00	\$	35.00	per hour
Plot reservation (Burial or Niche Wall)	\$	250.00	\$	250.00	per lot
Plot Charge (for land where grave is situated)	\$	50.00	\$	50.00	per lot
<b>2 Additional Fees</b>					
Re-opening of any existing grave for a second interment	\$	20.00	\$	20.00	re-opening for second interment
Permission for Exhumation	\$	20.00	\$	20.00	For exhumation
Permission to erect a monument headstone and/or kerbing	\$	20.00	\$	20.00	Per monument headstone/kerbing
Interment without specified notice - Extra	\$	22.00	\$	22.00	Extra for interment without notice
Interment not in usual hours	\$	22.00	\$	22.00	as prescribed in "By-Laws 18"
Single Niche Wall Fee	\$	150.00	\$	150.00	
Memorial Plaque Fee	\$	100.00	\$	100.00	
Plaque for Niche Wall	\$	At Cost + 10%	\$	At cost + 10%	
Funeral Directors fee for conducting funeral within cemetery	\$	20.00	\$	20.00	Funeral Directors Fee
Maximum fee paid by each (or any one) Funeral Director shall not in any financial year (1st July to 30th June), exceed the total amount of	\$	60.00	\$	60.00	Maximum Funeral Director Fee



**Shire of Chapman Valley  
Budget For the Year Ended 30 June 2015  
Fees and Charges**



	Proposed 2014/2015	Adopted 2013/2014	COMMENT	GST
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**BUILDING/HEALTH/LICENSES**

**1 BUILDING PERMIT CHARGES**

*Building Act 2011 Building Regulations 2012*

			Value/Quantity	
Construction Training Fund (CTF) Levy over \$20,000	0.2% total contract price (inclusive of GST) or \$200 in every \$100,000 worth of project value.		0.2% total contract price (inclusive of GST) or \$200 in every \$100,000 worth of project value.	GST incl
Building Permit Application - Certified - Class 1 or 10 s16(1)	0.19% of value of work but not less than \$90		0.19% of value of work but not less than \$90	
Building Permit Application - Certified - Class 2 to 9	0.09% of value of work but not less than \$90		0.09% of value of work but not less than \$90	
Building Permit Application - Uncertified	0.32% of value of work but not less than \$90		0.32% of value of work but not less than \$90	
Demolition Permit Application - Class 1 or Class 10 Residential	\$90.00		\$90.00	
Demolition Permit Application - Class 2 to Class 9 Commercial	\$90 for each storey		\$90 for each storey	
Application: Fee to extend time for Building or Demolition Permits has effect	\$90.00		\$90.00	
Application for an occupancy permit for a completed building s 46	\$90.00		\$90.00	
Application for a temporary occupancy permit for an incomplete building s47	\$90.00		\$90.00	
Application for modification of an occupancy permit for additional use of a building on a temporary basis s45	\$90.00		\$90.00	
Application for a replacement occupancy permit for permanent change of the building's use, classification s 40	\$90.00		\$90.00	
Occupancy Permit or Building Approval cert for nego of strata scheme, plan of subdivision s50(1) and (2) Application (Unauthorised Work s51(2))	\$10 for each Strata Unit covered by the application, but less than \$100		\$10 for each Strata Unit covered by the application, but less than \$100	
Occupancy Permit Application Unauthorised Work s51(2)	0.18% of value of work but not less than \$90.00		0.18% of value of work but not less than \$90.00	
Building Approval Certificate Unauthorised Work s51(3)	0.38% of value of work but not less than \$90.00		0.38% of value of work but not less than \$90.00	
Application to replace an occupancy permit for an existing building s52(1)	\$90.00		\$90.00	
Building Approval Certificate-existing building where unauthorised work has not been done s52(2)	\$90.00		\$90.00	
Application to extend the time during which an occupancy permit or building approval certificate has effect s53(a)	\$90.00		\$90.00	

2 APPLICATION FOR APPROVAL OF SEPTIC APPARATUS ISSUING OF A "PERMIT TO Use an Apparatus"	\$ 113.00	\$ 113.00	Set by legislation	GST incl
Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974	\$ 113.00	\$ 113.00	Set by legislation	GST incl

3 MEAT INSPECTION N/A	Cost Recovery	Cost Recovery	At cost	Ex GST
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4 ITINERANT FOOD VENDOR'S LICENSE	\$ 200.00	\$ 200.00	per annum	GST incl
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5 LICENSES				
Caravan Park		As per Legislation	per annum	GST incl
Caravan Parks & Camping Grounds Act 1995		Caravan Parks & Camping Grounds Regs 1996		

6 SWIMMING POOL INSPECTION				
Checked 4 yearly - charge spread over 4 years on rate notice	\$ 13.75	\$ 13.75	per annum	Set by legislation
Local Government Misc Provision Act 1990 Building reg 38f \$55.00 max charge				

7 ANALYSIS OF PUBLIC & SEMI PUBLIC POOL WATER	\$ 30.00	\$ 30.00	per sample taken	Set by legislation
WATER FROM SHIRE STANDPIPE (Other than Hill Road)	\$ 30.00 Min	\$ 30.00 Min	\$30.00 up to 38,000 litres then \$5c xL (1,000 litres) thereafter	GST Free
Seep Card Bond	\$ 50.00	\$ 50.00	held in trust	GST incl

8 FOOD ACT 2008	\$ 50.00	\$ 50.00	Registration Fee per premises	GST incl
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**PLANNING SERVICE FEES**

**1 Development Application**

Determination of development application (other than for an extractive industry) where the estimated cost of the development is:

- Not more than \$50,000	\$ 147.00	\$ 147.00	Development Application	GST incl
- More than \$50,000 but not more than \$500,000			0.32% of the estimated cost of the development	GST incl
- More than \$500,000 but not more than \$2.5 million	\$ 1,700.00	\$ 1,700.00	+ 0.257% for every \$1 in excess of \$500,000	GST incl
- More than \$2.5 million but not more than \$5 million	\$ 7,161.00	\$ 7,161.00	+ 0.208% for every \$1 in excess of \$2.5 million	GST incl
- More than \$5 million but not more than \$21.5 million	\$ 12,633.00	\$ 12,633.00	+ 0.123% for every \$1 in excess of \$5 million	GST incl
- More than \$21.5 million	\$ 34,196.00	\$ 34,196.00	Development Application	GST incl

Note - If development has commenced or been carried out:

an additional amount by way of penalty, that is twice the amount of the fee payable for determination of the application (in addition to the initial application fee)

**2 Amended Plans**

This applies where a determination is already given by the Shire or where amended plans are submitted and not requested by the Shire

66% of the original application fee with a minimum of \$97	GST incl
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**3 Single House - Residential Design Codes**

Performance criteria or Town Planning Scheme variation assessment	\$146 - \$730	\$146 - \$730	\$73 per performance criteria/ Town Planning Scheme variation assessed with a minimum charge of \$146 and a maximum of \$730	GST incl
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**4 Demolition**

Demolition where planning approval is required	\$ 147.00	\$ 147.00	per demolition	GST incl
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**5 Home Based Business (including Cottage industry):**

Initial Fee	\$ 222.00	\$ 222.00	per application	GST incl
Renewal Fee	\$ 73.00	\$ 73.00	per renewal	GST incl
Note - If home based business or cottage industry has commenced	an additional amount of \$666 by way of penalty	an additional amount of \$666 by way of penalty		GST incl

**Shire of Chapman Valley  
Budget For the Year Ended 30 June 2015**



**Fees and Charges**

	Proposed 2014/2015	Adopted 2013/2014	COMMENT	GST
<b>PLANNING - (continued)</b>				
<b>6 Application for Change of Use or Alteration or Extension</b>				
Change of use or for alteration or extension or change of a non-conforming	\$ 295.00	\$ 295.00	Application Change	GST NA
Note - If change of use or the alteration or extension or change of the non-	an additional amount of \$695 by way of penalty	an additional amount of \$885 by way of penalty.		GST NA
<b>7 Extension of Current Planning Approval</b>				
Extension of current Planning Approval	\$ 105.00	\$ 105.00	per extension	Plus GST
<b>8 Relocation of Building Envelopes</b>				
Relocation of building envelope	\$ 159.00	\$ 159.00	per relocation	GST NA
<b>9 Development Application for Extractive Industry</b>				
Intel Fee	\$ 739.00	\$ 739.00	per application	GST NA
Note - If development has commenced or been carried out		an additional amount of \$2,717 by way of penalty.		GST NA
<b>10 Provision of a subdivision clearance:</b>				
Not more than 5 lots	\$ 73.00	\$ 73.00	per lot	GST NA
More than 5 lots but not more than 195 lots	\$ 73.00	\$ 73.00	per lot for first 5 lots then \$35 per lot	GST NA
More than 195 lots	\$ 7,393.00	\$ 7,393.00	max	GST NA
<b>11 Town Planning Scheme Amendments-Minor</b>				
* Minor Scheme amendment (ie an amendment that involving only textual changes or rectifies a zoning anomaly)				
Request for Council initiation (minor)	\$ 2,370.00	\$ 2,370.00	Council initiation	Plus GST
Conclusion of advertising for Council adoption (minor)	\$ 865.00	\$ 865.00	council adoption	Plus GST
Total with payments in stages as follows				
<b>12 Town Planning Scheme Amendments-Major</b>				
* Major Scheme Amendment (ie an amendment that involves a zoning change)				
Request for Council initiation (major)	\$ 4,210.00	\$ 4,210.00	council initiation	Plus GST
Conclusion of advertising for Council adoption (minor)	\$ 1,725.00	\$ 1,725.00	council adoption	Plus GST
Total with payments in stages as follows				
<b>13 Structure Plans-Minor</b>				
* Minor Structure Plans, Outline Development Plans, Subdivision Guide Plans or Similar				
Lodgement of documentation (minor)	\$ 1,630.00	\$ 1,630.00	(25% refundable if not advertised)	Plus GST
Conclusion of advertising for Council adoption (minor)	\$ 1,075.00	\$ 1,075.00	council adoption	Plus GST
Modifications to Plans once approval given	\$ 865.00	\$ 865.00	Plan modifications	Plus GST
Total with payments in stages as follows				
<b>14 Structure Plans-Major</b>				
* Major Structure Plans, Outline Development Plans, Subdivision Guide Plans or Similar (Excluding Outlets)				
Lodgement of documentation (major)	\$ 2,965.00	\$ 2,965.00	(25% refundable if not advertised)	Plus GST
Conclusion of advertising for Council adoption (major)	\$ 1,895.00	\$ 1,895.00	advertising conclusion	Plus GST
Modifications to Plans once approval given	\$ 1,725.00	\$ 1,725.00	plan modifications	Plus GST
Total with payments in stages as follows				
<b>15 Detailed Area Plan</b>				
Detailed Area Plan	\$ 750.00	\$ 750.00	per plan arrangement	Plus GST
<b>16 Zoning Certificate</b>				
Issue of a Zoning Certificate	\$ 73.00	\$ 73.00	per certificate	GST NA
<b>17 Property Settlement Enquiry</b>				
Reply to property settlement questionnaire	\$ 73.00	\$ 73.00	per enquiry	GST NA
<b>18 Section 40 Certificate</b>				
Issue of Section 40 Certificate	\$ 73.00	\$ 73.00	per certificate	Plus GST
<b>19 Planning Advice</b>				
Issue of written planning advice	\$ 73.00	\$ 73.00	for written advice	Plus GST
<b>20 Road/Right-of-Way Closures</b>				
Road/R.O.W.P.A.W. requests for closure	\$ 530.00	\$ 530.00	per request	Plus GST
<b>21 Advertising Fee</b>				
On site signage	\$ 260.00	\$ 260.00	per sign	Plus GST
Newspaper advertising	\$ 260.00	\$ 260.00	per advertisement	Plus GST
<b>22 Planning Documents</b>				
CD Digital Copy	\$ 20.00	\$ 20.00	per copy	GST inc.
Paper Copy	Cost recovery + 10% Administration	Cost recovery + 10% Administration		
<b>23 Inspection</b>				
Pre-contract inspection	\$ 265.00	\$ 265.00	per inspection	Plus GST

NB: All fees are exempt from GST unless otherwise indicated

\* Fee is inclusive of all associated advertising charges

A 'minor' Town Planning Scheme Amendment is one that involves only textual changes or rectifies a zoning anomaly.

A 'major' Town Planning Scheme Amendment is one that involves the rezoning of land.

Fees are non-refundable unless otherwise stated.

**Notes:**

- 1 Cost Recovery<sup>1</sup> is calculated on the basis of costs incurred by Council from outside suppliers plus a 10% administration charge.
- 2 At Cost<sup>2</sup> is calculated on the basis of costs incurred by Council from outside suppliers.
- 3 An additional hourly rate may be levied by Council's time pursuant to the Town planning Regulations should an excessive work load be incurred.
- 4 Cost may increase in line with increase from supplier.

**Shire of Chapman Valley  
Budget For the Year Ended 30 June 2015**



**Fees and Charges**

	Proposed 2014/2015	Adopted 2013/2014	COMMENT	GST
<b>PLANNING SERVICES CHARGES - CONTRACT</b>				
<b>1 Higher Order Strategic/Statutory Planning</b> Processing and reporting on Schemes & Amendments, Strategies Development Applications & Subdivisions > \$1,000,000, Structure Plans, ODP's, etc	\$80.00 per hour	\$80.00 per hour		
<b>2 Lower Order Strategic/Statutory Planning</b> Processing and reporting on Developments & Subdivision Applications < \$1,000,000, Preparation of Local Planning Policies, etc	\$60.00 per hour	\$65.00 per hour		
<b>3 Preparation of Minor Scheme Amendments</b> Textural amendments to the Shire Town Planning Scheme	\$80.00 per hour	\$85.00 per hour		
<b>4 Telephone/Written Advice (Council Community, Govt Agencies etc)</b> Advice on R Codes, general development standards, subdivision and policy requirements, and other planning matters	\$80.00 per hour	\$65.00 per hour		
<b>5 Representation on Appeals</b> Includes telephone, written and inperson attendance	\$80.00 per hour	\$80.00 per hour		
<b>6 Travel</b> Includes officer time and vehicle costs	\$50.00 per hour + \$0.70 per km	\$50.00 per hour + \$0.70 per km		
<b>7 Accommodation</b> General standard to be hotel/motel accommodation inclusive of dinner and breakfast.	Arranged by Client	Arranged by Client		

**Notes**  
All fees are GST inclusive and charged at 15 minute intervals (except travel and accommodation)  
Fees to be reviewed annually

**Hypothetically**  
 1 8 hours (1 day pw) x \$60.00 per hour = \$33,280 pa  
 2 Site Visits 1 p/month (return Nabawa to Leeman) x 300 kms/2hrs45mins travel = \$393.35 pm.....\$4,720pa  
 3 Site Visits 1 p/month (return Nabawa to Coorow) x 440 kms/2hrs15mins travel = \$570.50pm.....\$6,846pa

*The meeting adjourned at 10.40am.*

*Mrs Williams and Mrs Raymond left the meeting.*

*Meeting re-commenced at 10.47am with Cr Royce joining the meeting*

# **9.3**

# **Chief Executive Officer**

# **May 2014**

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## **Contents**

### **9.3 AGENDA ITEMS**

- 9.3.1 Commonwealth Audit Commission – Funding To Local Governments
- 9.3.2 Chapman Valley Bush Fire Notice 2014/15
- 9.3.3 Annual Tenders – 2014/2015
- 9.3.4 Review of Delegation Register
- 9.3.5 Review of Council Policies

<b>AGENDA ITEM:</b>	<b>9.3.1</b>
<b>SUBJECT:</b>	<b>COMMONWEALTH AUDIT COMMISSION – FUNDING TO LOCAL GOVERNMENTS</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>404.01</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA</b>

## DISCLOSURE OF INTEREST

Nil

## BACKGROUND

There has been concern expressed from the local government across the nation regarding the Commonwealth Audit Commission Report, specifically the recommendation to change the Commonwealth's process for funding Local Government (see extract below from the Australian Local Government Association (ALGA) May Newsletter)

The matter has now been listed for discussion at the forthcoming National General Assembly of Local Governments Conference to be held in Canberra from the 15th - 18th June 2014 and the Shire President has arranged to attend this Conference, with the CEO, to combine with other local government authorities to voice our concerns with the proposal.

The Audit Commission's proposal is possibly the greatest threat to the survival of local government (specifically small rural Shires) and I seek your support to participate in opposing this threat.

### **ALGA Newsletter Extract:**

#### Commonwealth funding for councils to end under Audit Commission Report

*Commonwealth funding for local councils would end under the recommendations of the Commission of Audit Report released on Thursday 1 May.*

*The Federal Budget, to be handed down in 12 days' time is expected to pick up some of the 86 recommendations, with others to be adopted in coming months.*

*The recommendations seek to return the Budget to surplus through substantial savings and would also see the Commonwealth Government give up \$25 billion of income tax revenue and end its involvement in an enormous range of areas and pass responsibility to the states.*

*Of major concern to ALGA are the recommendations in Volume 2 (recommendations five and 22) that the Commonwealth end its funding for local government, including the Financial Assistance Grants (FAGs) program and the Roads to Recovery (R2R) program. The Report also recommends an end to Regional Development Australia Committees and that the Commonwealth leaves regional development issues to the state and local government.*

*The Federal Government provides a total of \$2.2 billion per annum to councils across the country through the FAGs program. It is the Government's cornerstone program for local communities. The end of the program, which was put in place almost 40 years ago, would have a catastrophic impact on the level of local infrastructure and services in every local community.*

*The Audit Commission has proposed that the FAGs would no longer be necessary as sufficient revenue would be available to state governments which could then determine whether any funds are passed on to councils. Given the priorities which state governments face in areas such as health, education and public transport, individual councils may well find it challenging in securing sufficient funds to meet local infrastructure and service needs.*

*The end of the R2R program, which both major parties had promised to extend to 30 June 2019, would strip \$350 million a year in road funding from local communities with potentially*

*devastating consequences for productivity, road safety and general access, particularly in regional communities. The promised Bridges Renewal Program is also at risk under the Report's recommendations.*

## **COMMENT**

Several emails have been going around expressing concern over the Commonwealth Audit Commission's Report e.g.

*"...It is something that we will need to ensure comes through the LG's to the Zone so that the State has a strong position against these recommendations...."*

*"...This is a very serious matter and whilst, at the moment, the Commission of Audit Report is only advice to the Government, it has the potential to be adopted. We do need to be on the front foot..."*

*"...Whilst it seems the Commission of Audit is saying it recommends the Financial Assistance Grants (FAGs) be dropped in favour of paying the money directly to the states and allowing them to make the disbursements to local government, you don't have to be Einstein to work out that it will eventually become a competitive process to get the money out of the consolidated budget and will not be based on horizontal equalisation (The distribution of Commonwealth Government Financial Assistance Grants is for local government purposes, to achieve equitable levels of services, by reasonable effort) as is currently the case. I'll bet, any money coming from the state will be tied to projects and not untied as is the case with our current FAG's receipts..."*

The key principle regarding recommendations 5 and 22 is that the Commonwealth should give the States access to the Commonwealth Personal Income Tax base and that the Commonwealth lower its Personal Income Tax rates to allow room for the States to levy their own income tax. The impact of lower revenue for the Commonwealth would be offset through an equal reduction in funding in other financial assistance payments to the States.

The premise is that this in turn would see the States make greater use over the longer term of access to the Personal Income Tax base to fund their expenditure responsibilities including support for local government (page 109 Phase Two Commission of Audit Report).

### **Roads to Recovery Funding (R2R)**

The Deputy Prime Minister (Warren Truss) and in his capacity as the Minister for Infrastructure and Regional Development (this portfolio is also responsible for local government) gave a speech to the National Press Club on 30 April 2014 regarding infrastructure and regional development. A copy of the speech can be found on his website (<http://www.warrentruss.com/speeches.php?id=156>).

In this speech he did advise the Government has renewed its commitment to Roads to Recovery and locked this in at \$1.75billion over the next five years. Also, \$300m has been set aside for the Black Spot (road) Programme and also \$300m for the Bridges Renewal programme.

In regards to Roads to Recovery, the Deputy Prime Minister points out in his speech:

- Labor and the Greens are the ones playing games with this funding. To date, they have opposed legislation regarding the next lot of R2R. He goes on to say, if the legislation is not passed by the Senate by 30 June, 2014 – then the programme will be road kill.

Please note that the author has not had time to substantiate that this is the case regarding the opposition parties. However, the Bill to amend the *Nation Building Program (National Land Transport) Act 2009* to provide for the extension of R2R is currently before Parliament;

- That of the 17 seats that gave the coalition government at the last election, 11 of these came from the regional areas. This is a very pointed comment, and may well be aimed not only at the opposition parties, but the coalition partner as well.

It should also be remembered that many politicians on both sides of the political fence have time and time again at the National Roads Congress and other forums espoused long and hard the virtues of the Roads to Recovery Programme including the minimal cost involved to administer the program (2.5 FTEs).

The Deputy Prime Minister then went on to announce a Community Development Program worth \$342m and the rolling out next year of \$1 billion National Stronger Regions Fund. The assumption here is that either Regional Development Australia (RDA) or equivalent would manage this funding.

Further to the above, in the 2014/15 Commonwealth Budget handed down on 13 May 2014, it clearly shows the Government's commitment to Roads to Recovery, including the Forward Estimates under Programme 1.1 Infrastructure Investment (Department of Infrastructure and Regional Development).

### **Financial Assistance Grants (FAGS)**

The Financial Assistance Grants (FAGS) is key funding that the Commonwealth provides to Local Government across Australia. The funding provided is determined by the Commonwealth Grants Commission under the *Local Government (Financial Assistance) Act 1995* using what is referred to horizontal fiscal equalisation and allocated to the States/Territories for redistribution to the local governments.

Former Prime Minister, Gough Whitlam was the architect of FAGS and had it implemented as a key funding program because he was concerned with how the States and Territories were handling Local Government from a funding view point.

The Howard Government was also very active in trying to find ways to get funding in a more streamlined fashion to Local Government, hence the establishment of the Roads to Recovery Programme and the support for VROCs (as a less formalised way of getting money to bypass the States etc. Some VROCs have/were successful and others were not).

It should also be noted, that from a WA perspective, the calculation for the allocation of the CLGF is based on the same methodology used for FAGS. So, the methodology is quite sound.

In the 2014/15 Commonwealth Budget handed down on 13 May 2014, it clearly shows the Government's commitment to FAGS, including the Forward Estimates under Programme 3.2 Local Government (Department of Infrastructure and Regional Development). This funding in effect is frozen for three years before indexing is resumed.

In hand with the above, there has been the discussion, and support, since 2008 for the financial recognition of Local Government within the Constitution. This is so that FAGS, R2R and other programs can continue to Local Government and has been clearly supported on both sides of the political fence at the Commonwealth level.

It should also be noted that both the Treasurer and the Prime Minister have said on a number of recent news reports that the Commission of Audit is just that, and many of the recommendations, politically – would be hard to implement.

Having stated the above comments and onions I would still suggest the Commonwealth Audit Commission's recommended changes to how Local Government is funded is probably the single biggest threat to the survival of small, rural Shires and is another strong tool for the State Government to implement structural reform if they are to control and distribute funding to local government.

The other concern I have is if the States are given to power to distribute funds to local government authorities it will result in yet another bureaucratic process, with funds being syphoned away from the local governments to the State for them to administer and distribute these funds.

### **Regional Development Australia Committees**

With regard to the future of the Regional Development Australia committees (page 91 Phase Two Commission of Audit Report), the author is not sure what this means at this point. It may mean that the Government will leave RDAs alone or that Infrastructure Australia may take over the role of regional development. The other matter to consider is that a number of RDAs in

Western Australia work closely with the Regional Development Commissions to secure key outcomes.

## **STATUTORY ENVIRONMENT**

The Western Australian Local Government Grants Commission (the Commission) is a statutory body established by State legislation, the *Local Government Grants Act 1978*.

Its principle function is the making of recommendations to the State Minister for Local Government on the allocations of "General Purpose Grants" amongst 138 local governments in WA. These General Purpose Grants are the State's cash entitlement for financial assistance from the Commonwealth Government, paid in equal quarterly instalments for a financial year, *under the Australian law, Local Government (Financial Assistance) Act 1995*.

The distribution of Commonwealth Government Financial Assistance Grants is for local government purposes, to achieve equitable levels of services, by reasonable effort.

### June 2014 Ordinary Council Meeting (OCM)

As the Shire President and CEO will be at the National General Assembly of Local Governments Conference to be held in Canberra from the 15th - 18th June 2014 we will not be able to attend the OCM scheduled for the 18<sup>th</sup> June 2014.

A Staff Recommendation below seeks approval to defer the June OCM by one week to the 25<sup>th</sup> June 2014.

### Northern Country Zone – Motion

The President of the Northern Country Zone of WALGA (Cr Karen Chappel) has suggested a common resolution from all member local governments to protest the Commission of Audit recommendation. The intention would then be to advise the Western Australian Local Government Association (WALGA) of the Zones position and for this to included as an agenda item at the WALGA AGM in August 2014. I concur with this approach and have included the common resolution as one of the Staff Recommendations below.

## **POLICY IMPLICATIONS**

No existing Policies or Procedures affected by the proposed Commonwealth Audit Commission Report to change the Commonwealth's process for funding Local Government.

Policy 9.10.1 Conferences, Meetings, Training, Etc.

This policy states:

*Notices inviting Council to nominate delegates to conferences, meetings, training, etc and similar occasions be brought to Councillors attention.*

*Any Councillor who wishes to represent Council at such an event shall request nomination at a Council meeting.*

*Council shall decide by resolution to nominate such representatives as Council may consider is appropriate.*

Due to the urgency associated with this issue the Shire President sent out an email to all Elected Members advising of the need for him and the CEO to attend the National General Assembly of Local Governments Conference to be held in Canberra from the 15th - 18th June 2014. Retrospective endorsement of this decision is part of the Staff Recommendations below.

## **FINANCIAL IMPLICATIONS**

The financial ramification to the Shire of Chapman Valley could be significant. Council's 2013/2014 Grants were:



~ General Purpose Grant -	\$296,047
~ Local Roads Grant -	\$494,954
<b>Total</b>	<b>\$791,001</b>

Council's Rate Revenue for 13/14 is \$2,073,348 therefore to cover the total loss of this revenue stream from Council's Budget would equate to an increase of approximately 38% in Rates.

I am sure the situation of 100% of the General Purpose & Local Roads Grants received from the Commonwealth being totally removed by the State is unlikely; however, these figures do indicate how local government authorities (specifically small rural Shires) would find it increasing difficult to survive if any form of reduction is implemented.

To reiterate how this will affect smaller local governments more than the larger local governments the following are comparative figures for the Greater City of Geraldton:

~ General Purpose Grant -	\$3,769,815
~ Local Roads Grant -	\$1,923,054
<b>Total</b>	<b>\$5,692,869</b>

The City's 2013/2014 Budgeted Rate Revenue is \$37,847,428, which would equate to an increase of approximately 15% increase in Rates Revenue to cover the total loss of these grants. A significant increase, yet sustainable.

Again, I must reiterate, I doubt there will be a total removal of these Grants. However, if the grants do become contestable, then the larger local government authorities will be better placed to receive these grants than the smaller authorities.

## **STRATEGIC IMPLICATIONS**

I suppose it is obvious that any changes to the FAGs process to fund local government authorities across the nation basically renders the newly adopted Integrated Planning and Report Framework the State Government has recently legislated as being totally irrelevant.

It is impossible to have Community Strategic Plan or Corporate Business Plan, supported by Long Term Financial Plans, Asset Management Plans and Workforce Plans if the FAG component of a local governments revenue is under jeopardy or is to become contestable (i.e. unknown from year to year).

## **VOTING REQUIREMENTS**

Simple Majority

## **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WARR**

**SECONDED: CR FARRELL**

### **Recommendation 1**

The Chief Executive Officer work with the Northern Country Zone to develop a common resolution(s) to oppose the recommendations of the Commission of Audit regarding funding distributions of Commonwealth grants to local governments. The joint notice of motion from the Northern Country Zone to be submitted to the WALGA State AGM for consideration.

### **Recommendation 2**

Council endorse the action of the President to authorise his and the CEO's attendance at the National General Assembly of Local Governments Conference to be held in Canberra from the 15th - 18th June 2014.

**Recommendation 3**

Council defer the June 2014 Ordinary Council Meeting to Wednesday 25<sup>th</sup> June 2014 and advertise this accordingly.

**Voting 8/0  
CARRIED  
Minute Reference 05/14-8**

<b>AGENDA ITEM:</b>	<b>9.3.2</b>
<b>SUBJECT:</b>	<b>CHAPMAN VALLEY BUSH FIRE NOTICE 2014/15</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>601.08</b>
<b>PREVIOUS REFERENCE:</b>	<b>NA</b>
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA</b>

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

The Chapman Valley Bushfire Brigades Group Management Advisory Committee met at the Shire of Chapman Valley Council Chambers on Monday 7<sup>th</sup> April 2014. At this meeting the Committee reviewed the Bush Fire Notice and recommended the following amendments to this Notice.

*MOVED: Trevor Royce*

*SECONDED: Craig Mincherton*

*The Committee recommend Council endorse the existing Bush Fire Notice with the following amendments:*

- i. *Replace existing wording within the Notice referring to firebreaks in town sites to read:*

#### TOWN SITES

*(Including **Western Region Estates**, e.g. Parkfalls Estate, Dolby Creek Estate, Harbour Lights Estate, **Wokarena Estate**, Coffee Pot Estate and Waggrakine locality)*

*On or before 21<sup>st</sup> October all town lots within town sites of Chapman Valley are required to be treated as follows:*

*Where the area of the land is **up to** 3,000m<sup>2</sup> the property must be cleared, mowed, slashed to a **MAXIMUM** height of 10cm all flammable material.*

*Where the area of land is **over** 3,000m<sup>2</sup>, a firebreak must be provided not less than 2 metres in width inside and along the whole of the external boundaries of the property owned or occupied and all flammable materials must be cleared a distance of 3 metres from all buildings and/or haystacks situated on the land and maintained free of such material until the 15<sup>th</sup> March.*

*All **dead** trees, shrubs must be removed from block unless application is made to retain dead trees, shrubs prior to 21 October and approved. Exemptions will only be considered if presented in writing by 21 October.*

*If it is considered for any reason to be impracticable to clear firebreaks as required by this notice, or if you consider natural features render firebreaks unnecessary, you may make your case in writing to the Shire.*

*Flammable material does not include distinct clusters of vegetation remote from boundaries and assets that in the opinion of the Fire Control Officer do not constitute an unacceptable fire risk."*

***Note:** In Parkfalls Estate no ploughed or rotary hoed breaks to be permitted*

- ii. *Remove WAFM 90.9 and Radio West 864 AM from the Harvest Ban broadcast list and replace with 98.1FM and 96.5FM under the condition these radio station actually air the Harvest Ban information.*

- iii. Further review of the Notice be undertaken in regards to its relevance and practicality for the Estate Areas in the Western Regions of the Shire and be brought back to the next Bushfire Brigades Management Group Advisory Committee Annual General Meeting in 2015 for consideration

Carried  
Voting 7/0  
Minute Ref: BFB 4/14-03

At the April 2014 OCM the following was resolved:

MOVED: CR ROYCE

SECONDED: CR MALUISH

Council:

- 1 Receives the minutes of the Chapman Valley Bushfire Brigades Group Management Advisory Committee meeting of 7<sup>th</sup> April 2014 and any recommendation within; and

- 2 The 2014/2015 Firebreak notice as presented be deferred and brought back to May 2014 Council meeting for further consideration.**

Voting 8/0  
CARRIED  
Minute Reference 04/14-12

#### COMMENT

It appears the Shire of Chapman Valley's Bush Fire Notice has been amended in recent times to reflect the requirements of the Shire and to create some consistencies with the City of Greater Geraldton's Notice conditions, specifically in regards to firebreak conditions in designated areas. The Table below identifies the similarities:

Shire Chapman Valley (Townsites) <i>(Note: In Parkfalls Estate no ploughed or rotary hoed breaks to be permitted)</i>		City of Greater Geraldton	
(Townsites) Up to 0.30ha (i.e. up to 3000m <sup>2</sup> )	Cleared, mowed, slashed to a maximum height of 10cm.	<b>Small Lots</b> Up to 0.40ha (i.e. up to 4,000m <sup>2</sup> )	Mowed, slashed to a maximum height of 7.5cm. Plowing & rotary hoeing not permitted
(Townsites) Over 0.30ha (i.e. over 3000m <sup>2</sup> )	Firebreak must be provided not less than 2 metres in width inside and along the whole of the external boundaries of the property owned or occupied and all flammable materials must be cleared a distance of 3 metres from all buildings and/or haystacks situated on the land and maintained free of such material until the 15 <sup>th</sup> March	<b>Residential &amp; Special Rural/Rural Residential/Rural Smallholdings</b> 0.40ha to 5.0ha (i.e. 4,000m <sup>2</sup> to 50,000m <sup>2</sup> )	Fire breaks must be mineral earth (bare earth) a minimum of 3 metres wide and have minimum overhead clearance of 4 metres or have flammable material graded, mowed or slashed to a maximum height of 7.5cm over the entire property (excluding managed vegetation such as ornamental trees, distinct islands of vegetation remote from boundaries and assets. All structures and buildings must have a minimum of 3 metres clearance of all flammable material.
<b>Rural Land</b>	Firebreaks must be provided not less than	<b>Broadacre Farming or Lots over 5ha</b>	Mineral earth firebreaks installed

	2 metres in width inside and along the whole of the external boundaries of the properties owned or occupied. Where this is not practicable the firebreaks must be provided as near as possible to, and within such boundaries	(i.e. over 50,000m <sup>2</sup> )	within 20 metres inside and along the whole external boundary of land held in contiguous ownership. Fire Break must be a minimum of 3 metres in width and have a minimum overhead clearance of 4 metres. All structures and buildings must have a minimum of 3 metres clearance of all flammable material.
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Full copies of both the Shire of Chapman Valley and City of Greater Geraldton Fire Notices are attached to this report for Council information. **(Attachment 1 & 2)**

One of the concerns raised by Council was the issue of some properties within the Parkfalls Estate being in excess of 0.30ha (i.e. 3,000m<sup>2</sup>) which would make it difficult for these properties to adhere to the condition of the notice where “*In Parkfalls Estate no ploughed or rotary hoed breaks to be permitted*”

The range of property sizes within the Parkfalls Estate Improvement Plan area is from 0.4000ha (4,000m<sup>2</sup>) to 3.7257ha (37,257m<sup>2</sup>). This range makes it very difficult to word the Fire Notice to cater for such a vast range of property sizes. I would have thought the owners of properties greater than 3.0ha (30,000m<sup>2</sup>) would have preferred to install ploughed or rotary hoed breaks in preference to slashing the entirety of this lot to a maximum height of 10cm. It may also be the case of owners with lot sizes even small may prefer the firebreak option (i.e. 2.0ha). It will be noted the City offer this option to all properties greater than 0.40ha (4,000m<sup>2</sup>).

To ensure there is consistency across boundaries, specifically in regards to the residential, special rural, rural residential and small holdings areas I believe the standards set by the City of Greater Geraldton would suit the needs of this Shire. The obvious difference is property owners in Parkfalls Estate would have the option of mowing, slashing or bear earth firebreaks.

The question is why Parkfalls Estate needs to be different from other similar type Estates across this Shire or its neighbours. I understand the issue of wind erosion and dust from bear earth firebreaks, yet this is not dissimilar to other estates along this coast.

It must be clearly understood the purpose of the local government Fire Notice is to ensure management of fire fuel loads and not dust suppression. If the City of Greater Geraldton's Fire Notice standards adequately address the fire management requirements of their district I would have thought the same would be case if the same (or similar) standards were introduced in this Shire.

The other significant concern is the ability to legally enforce a Fire Notice, which is inconsistent across similar areas (e.g. Parkfalls currently has different conditions to Dolby Creek, Harbour Lights and Wokarena, yet the basically adjoin each other).

#### **STATUTORY ENVIRONMENT**

- *Local Government Act 1995 & associated Regulations;*
- *Bushfire Act, 1954*

#### **POLICY IMPLICATIONS**

Council's Fire Notice is a legally enforceable position of the Shire

#### **FINANCIAL IMPLICATIONS**

No foreseen affect on Council's general finances.

- **Long Term Financial Plan:**

No foreseen affect on Council Long Term Financial Plan.

### STRATEGIC IMPLICATIONS

Objective	Strategy	Outcome	Partners
We need good services to support our development as a Shire	Maintain existing services and facilities	Essential services help us to grow and prosper as a community	State government Industry Community Shire of Chapman Valley

### VOTING REQUIREMENTS

Simple Majority

### COUNCIL RESOLUTION / STAFF RECOMMENDATION

**MOVED: CR FORRESTER**

**SECONDED: CR MALUISH**

Adopts the 2014/2015 Firebreak Notice with the following amendments

- i. Replace existing wording within both the *Townsite* and *Rural* sections of the existing Notice with the following:

<b>Small Lots</b> Up to 0.40ha	Mowed, slashed to a maximum height of 7.5cm. Mineral earth (bare earth) firebreaks not permitted.
<b>Residential &amp; Special Rural/Rural Residential/Rural Smallholdings</b> 0.40ha to 5.0ha	<p>Fire breaks must be mineral earth (bare earth) a minimum of 3 metres wide and have minimum overhead clearance of 4 metres or have flammable material graded, mowed or slashed to a maximum height of 7.5cm over the entire property (excluding managed vegetation such as ornamental trees, distinct islands of vegetation remote from boundaries and assets).</p> <p>All structures and buildings must have a minimum of 3 metres clearance of all flammable material.</p> <p>All dead trees, shrubs must be removed from block unless application is made to retain dead trees, shrubs prior to 21 October and approved. Exemptions will only be considered if presented in writing by 21 October.</p> <p>If it is considered for any reason to be impracticable to clear firebreaks as required by this notice, or is you consider natural features render firebreaks unnecessary, you may make your case in writing to the Shire.</p>
<b>Broadacre Farming or Lots over 5ha</b>	<p>Mineral earth (bare earth) firebreaks installed within 20 metres inside and along the whole external boundary of land held in contiguous ownership.</p> <p>Fire Break must be a minimum of 3 metres in width and have a minimum overhead clearance of 4 metres.</p> <p>All structures and buildings must have a minimum of 3 metres clearance of all flammable material.</p> <p>If it is considered for any reason to be impracticable to clear firebreaks as required by this notice, or is you consider natural features render firebreaks unnecessary, you may make your case in writing to the Shire.</p>

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- ii. Remove WAFM 90.9 and Radio West 864 AM from the Harvest Ban broadcast list and replace with 98.1FM and 96.5FM under the condition these radio station actually air the Harvest Ban information

**Voting 0/8  
MOTION LOST  
Minute Reference 05/14-9**

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR FORRESTER**

**SECONDED: CR WARR**

Adopts the 2014/2015 Firebreak Notice with the following amendments

- i. Replace existing wording within the *Townsite* sections of the existing Notice with the following:

<p><b>Small Lots Residential &amp; Special Rural/Rural Residential/Rural Smallholdings</b> Up to 3.0ha</p>	<p>Mowed, slashed to a maximum height of 7.5cm. Mineral earth (bare earth) firebreaks not permitted.</p> <p>All structures and buildings must have a minimum of 2 metres clearance of all flammable material.</p> <p>All dead trees, shrubs must be removed from block unless application is made to retain dead trees, shrubs prior to 21 October and approved. Exemptions will only be considered if presented in writing by 21 October.</p> <p>If it is considered for any reason to be impracticable to clear firebreaks as required by this notice, or is you consider natural features render firebreaks unnecessary, you may make your case in writing to the Shire.</p>
<p><b>Residential &amp; Special Rural/Rural Residential/Rural Smallholdings</b> 3.0ha plus</p>	<p>Fire breaks must be mineral earth (bare earth) a minimum of 3 metres wide and have minimum overhead clearance of 4 metres or have flammable material graded, mowed or slashed to a maximum height of 7.5cm over the entire property (excluding managed vegetation such as ornamental trees, distinct islands of vegetation remote from boundaries and assets).</p> <p>All structures and buildings must have a minimum of 3 metres clearance of all flammable material.</p> <p>All dead trees, shrubs must be removed from block unless application is made to retain dead trees, shrubs prior to 21 October and approved. Exemptions will only be considered if presented in writing by 21 October.</p> <p>If it is considered for any reason to be impracticable to clear firebreaks as required by this notice, or is you consider natural features render firebreaks unnecessary, you may make your case in writing to the Shire.</p>

- i. Remove WAFM 90.9 and Radio West 864 AM from the Harvest Ban broadcast list and replace with 98.1FM and 96.5FM under the condition these radio station actually air the Harvest Ban information

**Voting 8/0  
CARRIED  
Minute Reference 05/14-10**

*Reason for deviation – Council required to condition to slash properties under 3.0ha to be retained within designated town site areas of the Shire.*

**BUSH FIRE CONTROL OFFICERS****Chief Bush Fire Control Officer & Fire Weather Officer**

Andrew Vlahov, Ph: 9920 5144 Mob: 0427 205 144,  
UHF: 5

**Yema Brigade, Deputy Chief Bush Fire Control Officer & Deputy Fire Weather Officer**

Local Bush Fire Control Officer: Forbes Spillman  
Ph/Fax: 9938 1361, Mob: 0428 381 361

*(in the absence of the Chief Bush Fire Control Officer/Fire Weather Officer, the Deputy becomes the Acting Chief Bush Fire Control Officer/Fire Weather Officer)*

**Naraling Brigade:**

Local Bush Fire Control Officer: Craig Mincherton  
Ph: 9920 3033, Mob: 0417 957 075, UHF: 33

**Howatharra Brigade**

Local Bush Fire Control Officer: Trevor Royce  
Ph: 9925 1026, Mob: 0493 251 080, UHF: 29

**Nabawa Brigade**

Local Bush Fire Control Officer: Neil Kupsch  
Ph: 9920 5050, Mob: 0429 108 289, UHF: 4

**Yuna Brigade**

Local Bush Fire Control Officer: Gerard Williamson  
Ph: 9931 1018, Mob: 0428 648 494, UHF: 3

**Durawah/Valentine Brigade**

Local Bush Fire Control Officer: John Piggott  
Mob: 0407 193 041, UHF: 11

**Shire and Emergency Two-way Radio Channel**

UHF: 11 Senior Ranger: 0428 948 073

**Bush Fire Services**

FESA

Ph: 9956 0000



Shire of  
**Chapman Valley**  
*Love the Rural Life*

**CONTRACTORS**

Parkfalls Mowing, Slashing & Firebreak 0429 416 681

Bradford Landscape & Vegetation Management (08) 9965 6528

Graham Hancock 0408 230 421

Midwest Mulching & Mowing 0429 341 306

Aussie Tree Services (08) 9964 2200 office / 0428 382 800

Ivey Contracting (Grading only) 0428 840 935

**Tree plantations of more than 3 hectares but less than 10 hectares**

Construct a 10 m wide mineral earth firebreak with a vertical clearance of 4m high; clear of all inflammable material immediately surrounding the plantation ( adjacent areas of the same property subject to provisions as for rural land)

**Plantations larger than 10 hectares**

Must comply with the Code of Practise for Timber Plantations in the Western Australia Guideline for Plantation Fire Protection Shire of Chapman Valley Local Planning Policy 'Agroforestry'

**PENALTIES**

Failure to maintain a firebreak \$250

45 per firebreak order

Offence relating to lighting a fire

in the open air \$250

Setting fire to bush during

prohibited burning period \$250

Failure of Occupier to extinguish

a bushfire \$250

Refusal to state name and abode

or stating a false name and abode \$100

Failure to produce permit to burn \$100

Fire Control Officers are not obliged to issue permits. Permits cannot be issued over the phone and should a Fire Control Officer refuse to issue a permit, it's a breach of the Bush Fires Act 1954 to request a permit from another Fire Control Officer.

You MUST have a copy of the permit on you during the burn

## First and Final Fire Break Notice 2013/14 Period Section 33 Bush Fire Act

*Prohibited Burning Period*

**YUNA (Zone 2)**

1 October to 31 January

**ALL OTHER AREAS (Zone 4)**

21 October to 14 February

*Restricted Burning Period*

**YUNA (Zone 2)**

14 August to 30 September

1 February to 14 March

**ALL OTHER AREAS (Zone 4)**

7 September to 20 October

15 February to 29 March

**PERMITS ARE REQUIRED**

**Compulsory Firebreaks**

(Zone 4) Nabawa / Yema / Howatharra Brigades

21 October to 29 March

**FIRST AND FINAL NOTICE IS HEREBY  
SERVED TO ALL RESIDENTS AND  
RATEPAYERS**

*Failure to install and maintain firebreaks in accordance  
with this notice may result in a \$5 000 fine*



## Harvesting Operations

- No harvesting operations are permitted on **Christmas Day, Boxing Day and New Years Day**. A separate fire fighting fire appliance is required to be present in any paddock being harvested, chaining, raking stubble straw baling and associated allied activities during restricted and prohibited periods. The fire fighting unit must be in a state of readiness and have a minimum capacity of 400 litres of water, a powered pump and hose. The farm fire fighting unit should be parked on bare ground in or near the harvesting or working area.
- A Harvesting and Movement Ban and Use of Internal Combustion Engines (except for the watering and movement of stock) will be imposed when the actual weather conditions reach a Fire Danger rating of **sturdy fire (35)** on the maximum wind speed at the weather stations of two (2) bush fire brigades. All such bans are at the discretion of the Chief Bush Fire Control Officer or a duly appointed person.

### HARVEST BAN INFORMATION LINE

08 9478 5677

If a ban has been imposed, all persons registered will be sent a text message advising of details. All bans will still be broadcast on radio.

ABC State wide AM

WAFM 90.9

Radio West 864 AM

*Note- Attention of landowners is drawn to the fact that this order applies for possession of firebreaks in situations other than immediately with property boundaries subject to approval. The Chief Bush Fire Control Officer and appointed Fire Control Officers have been authorised to act for Council in this matter.*

**FAILURE TO INSTALL AND MAINTAIN  
FIREBREAKS IN ACCORDANCE WITH THIS  
NOTICE MAY RESULT IN A \$5,000 PENALTY**

## BUSH FIRES ACT 1954 AS AMENDED

Notice is hereby given to all landowners/occupiers within the Shire of Chapman Valley that fire-breaks must be installed for Zone 2 by 1st October and Zone 4 by 21st October and maintained of flammable material as per requirements in relation to Section 33 of the above

### PROPERTIES WILL BE INSPECTED TO ENSURE COMPLIANCE WITH COUNCILS REQUIREMENTS

#### TOWNSITES

**(Including Parkfalls Estate, Dolby Creek Estate, Harbour Lights Estate, Coffee Pot Estate and Waggrakine locality)**

On or before 21st October all town lots within the town sites of Chapman Valley are required to be treated as follows. Where the area of the land is 3,000m<sup>2</sup>, the property must be cleared, mowed, slashed to a MAXIMUM height of 10 cm of all flammable material.

Where the area of the land is 3000m<sup>2</sup> or more, a firebreak must be provided not less than 2 metres in width inside and along the whole of the external boundaries of the properties owned or occupied and all flammable material must be cleared a distance of 3 metres from all buildings and/or haystacks situated on the land and maintained free of such material until the 15th March.

*In Parkfalls Estate no ploughed or rotary hoed breaks to be permitted*

For the purpose of this notice trees, shrubs and plants do not constitute flammable material. All waste brush must be removed from block unless application is made to retain waste prior to 21 October and approved. Exemptions will only be considered if presented in writing by 21 October 2013. If it is considered for any reason to be impracticable to clear firebreaks as required by this notice, or if you consider natural features render firebreaks unnecessary, you may make your case in writing to the Shire. Flammable material does not include distinct clusters of vegetation remote from boundaries and assets that in the opinion of the Fire Control Officer do not constitute an unacceptable fire risk.

#### FUEL PUMPS (FUEL DEPOTS)

On or before the 21st October all grass and similar material is to be cleared from such places where drum ramps are located and where drums, empty or full, are stored and such areas to be maintained cleared of grass and similar flammable material until 15th March

#### FARM BUILDINGS AND UNATTENDED ELECTRIC MOTORS AND HAY STACKS

Fire breaks at least 2 metres in width completely surrounding and not more than 20 metres from the perimeter of any building, group of buildings or haystacks. All flammable material must be removed from an area 3 metres in width immediately surrounding the building. All flammable material must be removed from an area 3 metres in width immediately surrounding an unattended electric motor site.

#### UNATTENDED FUEL OPERATED MOTORS

All flammable material must be removed from an area 2 metres in width immediately surrounding an unattended fuel operated motor whether the motor is intended to be used or not.

#### RURAL LAND

Firebreaks must be provided not less than 2 metres in width inside and along the whole of the external boundaries of the properties owned or occupied; where this is not practicable the firebreaks must be provided as near as possible to, and within, such boundaries

#### BARBEQUES AND INCINERATORS

Gas and electric barbecues are permitted any time. Solid fuel barbecues and incinerators are **PROHIBITED** on days of VERY HIGH FIRE DANGER or above.

#### PENALTY

The penalty for failing to comply with this notice is a fine of up to \$250 and a person in default is also liable, whether prosecuted or not, to pay the cost of performing the work in this notice, if it is not carried out by the owner or occupier by the date required by this notice





**DEADLINE**  
**5 OCTOBER 2013**

**2013 – 2014 FIRST & FINAL  
FIREBREAK NOTICE**

**PLAY YOUR PART IN KEEPING THE  
COMMUNITY SAFE FROM BUSHFIRES**

**This Firebreak Notice applies to all properties  
owned by you in the City of Greater Geraldton**



**FURTHER WARNINGS  
WILL NOT BE ISSUED.  
THIS IS YOUR  
FIRST & ONLY NOTICE**

Fire protection measures throughout the City of Greater Geraldton (Excluding Mullewa areas for which a separate brochure provides details) must be completed by 5 October 2013 and maintained until 1 May 2014. This includes requirements for :

- Small lots under 0.4 ha regardless of whether the land is vacant or has a building.
- Residential and Special Rural/Rural Residential/Rural Smallholding lots between 0.4 ha and 5 ha.
- Broadacre farming and lots over 5 ha.
- Structures and buildings on all categories of land.

Fire protection measures are essential to help slow the rate of spreading fires and to allow clear lines of vision, safer access and navigation for volunteer bush fire fighters whilst fire fighting.

To prevent an infringement and to play your part in keeping the community safe, please take care of the work yourself or book a contractor now!

## THE BUSH FIRES ACT 1954



### City of Greater Geraldton Firebreak and Fire Prevention Order

As a measure to assist in the control of bush fire, or to prevent the spread or extension of a bush fire which may occur, all owners and occupiers of land within the City of Greater Geraldton local government area are required by 5 October in each year to clear firebreaks or take measures in accordance with this notice and maintain those firebreaks and measures in accordance with this notice up to and including 1 May 2014.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, you are hereby required to undertake fire prevention measures as prescribed in FIREBREAK STANDARDS (Fire Prevention - Minimum Standards) of this publication.

Please read this guide carefully for the correct standards that apply to your property.

**For any queries, please contact  
Community Law and Safety during office  
hours on 9956 6600.**

In addition to the requirements of this Notice, the City may issue separate special orders to owners or occupiers if additional hazard reduction is considered necessary.

## FIREBREAK STANDARDS



### City of Greater Geraldton Fire Prevention - Minimum Standards

**Small lots (under 0.4ha) - regardless of whether  
the land is vacant or has a building.**

#### **5 October 2013 to 1 May 2014:**

- Blocks must have flammable material, mowed or slashed to a maximum height of 7.5cm – ploughing and rotary hoeing are not permitted.
- All wattle bush must be removed from block unless application is made to retain wattle prior to September 15 and approved. (See exemptions).
- All structures and buildings must have a minimum of 3 metres clearance of all flammable material.



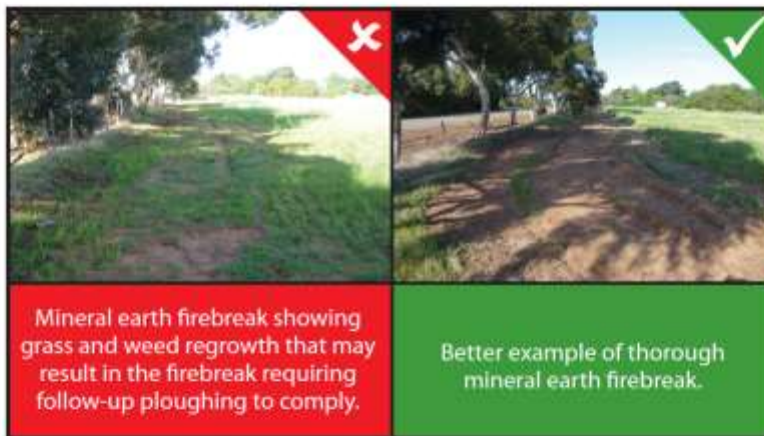
## FIREBREAK STANDARDS (CONTINUED)



### Residential and Special Rural/Rural Residential/ Rural Smallholding lots between 0.4 and 5ha

#### 5 October 2013 to 1 May 2014:

- Firebreaks must be mineral earth (bare earth) a minimum of 3 metres wide and have a minimum overhead clearance of 4 metres or have flammable material graded, mowed or slashed to a maximum height of 7.5cm over the entire property (excluding managed vegetation such as ornamental trees, distinct islands of vegetation remote from boundaries and assets).
- All structures and buildings must have a minimum of 3 metres clearance of all flammable material.



## FIREBREAK STANDARDS (CONTINUED)



### Broadacre farming or lots over 5ha

#### 5 October 2013 to 1 May 2014:

- Mineral earth firebreaks installed within 20 metres inside and along the whole external boundary of land held in contiguous ownership.
- Firebreaks must be a minimum of 3 metres in width and have a minimum overhead clearance of 4 metres.
- All structures and buildings must have a minimum of 3 metres clearance of all flammable material.

### Fuel and/or Gas Depots

- Owners or occupiers of land on which any storage container is used to contain liquid fuel or gas, including land on which any ramp or supports are constructed shall have a 5 metre flammable material-free area surrounding the container.



Property boundary with high levels of flammable material and no visible firebreak.

Property boundary showing good, wide, clear boundary firebreak.



**Midwest Mulching & Mowing:** Mulching, firebreaks  
**Mob:** 0429 341 306

**JD Yates:** Slashing, firebreaks, spraying  
**Mob:** 0428 788 897

**Aussie Tree Services:**  
**Ph:** 9964 2200 **Mob:** 0428 382 800

**Ivey Contracting:** Grading and other  
**Mob:** 0428 840 935 **Ph:** 9938 3250

**Marsden's Bobcat & Truck:** Slashing, mulching, mineral breaks  
**Mob:** 0409 842 209

**Parkfalls Mowing:** Mowing and ploughing firebreaks  
**Mob:** 0429 416 681

**Rocksgone:** Mulching/creating firebreaks on very rocky areas  
**Mob:** 0429 203 039

**Tony Hooper:** Slashing  
**Mob:** 0403 178 027

**Woorree Stock Feeders:** (Ken O'Malley) Slashing and ploughing  
**Mob:** 0428 215 493

These details are provided in good faith by the City of Greater Geraldton for public reference - no responsibility is taken for the accuracy or content of the information or the services provided by the contractors. More contractors may be found in the local directory. The engagement of a contractor is an agreement between the landowner and the contractor. Therefore it is for the landowner to consider whether a contractor is suitable or otherwise; and to check that the contractor has appropriate insurances in place applicable to the nature of the works they perform.

Contractors who wish to be added or removed from the Local Contractors list should contact Community Law and Safety in writing before April 1st of any year.



Adjacent to fence line sprayed with herbicide early in season to allow grass & weeds to decompose before the summer high fire danger period.



Internal mineral earth firebreak in semi rural area – good practice.

## FIREBREAK INSPECTIONS & PENALTIES



### **Fire Prevention - Protect the people and properties in your neighbourhood.**

**Firebreaks** prevent fire from spreading; allow entry for fire fighting vehicles and provide a break from which back burning (when authorised) can take place to control a fire. Firebreaks can also provide protection and an escape route for fire fighters.

### KEY DATES

- **15 September 2013** - Deadline for applying (in writing) for exemptions.
- **5 October 2013** - All fire prevention measures must be completed and then maintained until 1 May 2014 (or within 14 days of becoming the owner or occupier, should this be after that date).
- **6 October 2013** - Fire prevention work inspections carried out by Rangers - Infringements for non-compliance will be issued from this date.
- **1 May 2014** - End of firebreaks and fire prevention maintenance period.

**Exemptions** will only be considered if presented in writing by 15 September 2013. If it is considered for any reason to be impractical to clear firebreaks as required by this notice, or if you consider natural features render firebreaks unnecessary, you may make your case in writing to the City of Greater Geraldton.

**Penalties** apply to persons who fail to comply with the requirements of the City of Greater Geraldton Firebreak Notice. This could be an infringement notice or prosecution. Where the owner fails to comply with the requirements of this notice, the City may engage a contractor to carry out the required work at the cost to the owner or occupier. If contractors cannot attend to your work prior to the 5 October deadline; to avoid prosecution you must provide evidence that you made a booking with them prior to 5 October. The infringement penalty for failure to maintain a firebreak (fire prevention work) as per firebreak order is \$250.



## BURNING CONTROL AREAS



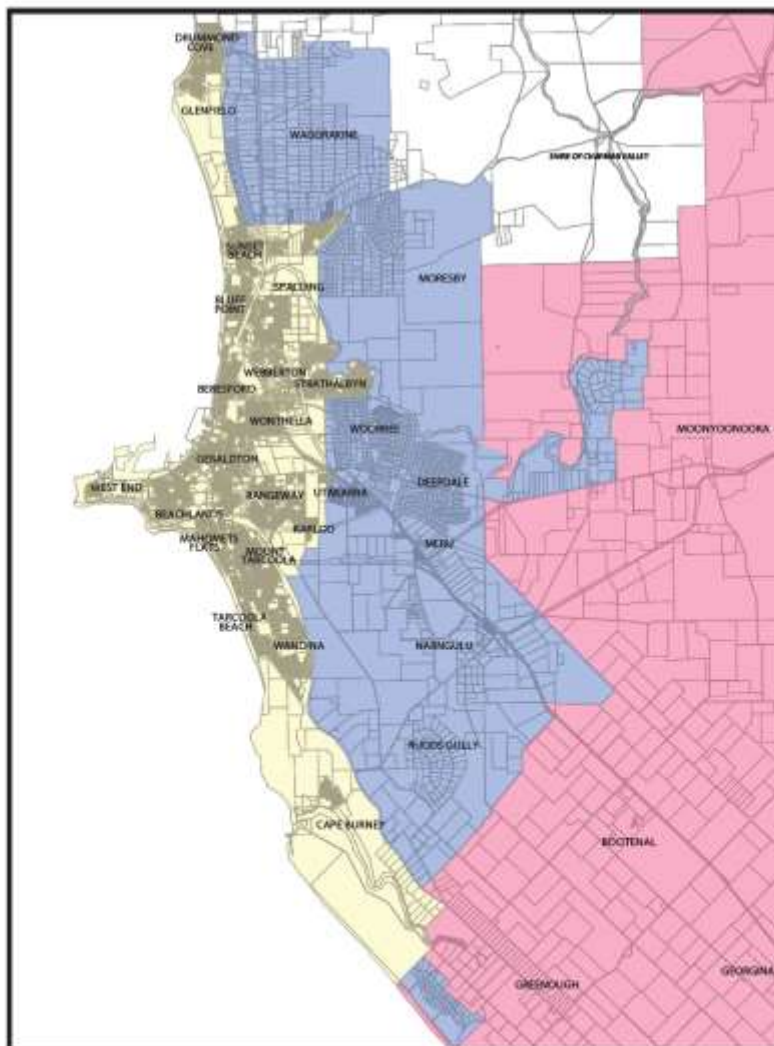
### Burning Control Areas

There are three Burning Control Areas (BCA) within the City of Greater Geraldton (CGG). These areas are:

- The CGG Generally/Central Built Up Burning Control Area (shown in yellow on the Burning Control Area Map) and Walkaway township;
- The CGG Generally Semi Rural Rural Burning Control Area (shown in blue on Burning Control Area Map) and Walkaway semi-rural; and
- The Generally Broadacre Farming Burning Control Area (shown in pink on Burning Control Area Map).

#### **Note - Mullewa area subject to different controls**

This is a guide only for your reference. Please contact CGG Community Law & Safety on 9956 6600 for more information.





## PERMITS & FIRE CONTROL OFFICERS



### Applying for Burning Permits

Permits can be obtained from the City of Greater Geraldton locations and offices as mentioned below.

You will need to give the lot number and street address of the property on your application. Other conditions may apply. To save time and avoid disappointment you are advised to phone ahead for initial advice regarding permit conditions as permits are only issued where smoke will not be a nuisance to neighbours and surrounding residents, or where other alternatives to burning are considered to be impractical - as determined by Fire Control Officers.

Permits will not be issued where the risk of fire escape is considered to be unacceptably high.

### Permit Issuing

#### **CGG Civic Centre - Ph: 9956 6600**

Cathedral Avenue administration office. Weekdays only between 8.30am and 12pm and 2pm and 4.30pm.

#### **Volunteer Fire Control Officers**

##### **Moonyoonooka**

W. Treasure      **Mob:** 0429 082 200

I. Grant          **Mob:** 0407 939 730

##### **Waggrakine**

M. Marsh        **Mob:** 0458 806 311

##### **Walkaway**

L. Hamersley    **Ph:** 9926 1014    **Mob:** 0428 939 236

**Please remember the Fire Control Officers listed above are volunteers and may not be available at all times. If they are unavailable contact the City of Greater Geraldton.**

#### **When permits become null and void**

Your permit is deemed null and void if the Bureau of Meteorology (Ph: 1900 969 905) forecasts a fire danger that is Very High, or higher for the Central West Weather District at the time of the proposed burning.

## BURNING - RULES & CONSIDERATIONS



### Prevent Smoke Nuisance

All materials to be burnt must be dry and brown (not damp or uncured), free of any manure, plastics, tyres, and chemical containers, green waste and animal carcasses.

Fines apply if a smoke nuisance is created.

When burning be aware not to create visibility hazards for road users through poor management of smoke. **If in doubt, put it out.**

### Alternatives to Burning

- Green waste is accepted at the Meru Waste Disposal Facility via your sulo bin or trailer.
- Mulching – garden refuse (particularly grass clippings, leaves and twigs) can also be used as mulch in the garden to improve soils and the growth of plants. Mobile mulching contractors can be found in the local business directory – they can mulch larger branches and tree trunks.
- Composting of garden waste can be undertaken to produce compost to assist soil fertility.

### Fire Weather Forecast

**No Burning** of any type is permitted if the Bureau of Meteorology (Ph: 1900 969 905) forecasts a fire danger that is Very High, or higher for the Central West Weather District at the time of the proposed burning.

For more information visit:

[www.bom.gov.au/wa/forecasts/fireswlanddiv.shtml](http://www.bom.gov.au/wa/forecasts/fireswlanddiv.shtml)

Add this to your internet browser favourites.

### Barbecues and Camp Fires

- Gas and electric barbecues are permitted at all times in approved locations.
- Solid fuel barbecues are **prohibited** if the Bureau of Meteorology (Ph:1900 969 905) forecasts a fire danger that is Very High, or higher for the Central West Weather District on that particular day.

- Camping and cooking fires are strictly prohibited on all Recreation, Camping and Recreation and Parklands in the Greenough River- mouth (riverbanks) and Cape Burney areas during the period 19 October in any year to 14 March of the following year. This includes Reserves R20995, R28653, R24420, R7276, R20995, R7276

## When burning is permitted - Considerations and Conditions

- Comply with all permit conditions ticked by your Fire Control Officer.
- Check with the Bureau of Meteorology (Ph:1900 969 905) for current and forecast Fire Danger Ratings. Consider local conditions - don't light a fire on a hot or windy day.
- Don't try to burn more than you can control.
- Neighbours must be advised and considered - ensure smoke and sparks will not affect neighbours' washing or open windows or livestock.
- Before burning, cut and rake flammable material from around trees, buildings and fences.
- Burn against the wind (commence lighting from the downwind side of material/bush to be burnt).
- Ensure adequate water is on site to dampen down the fire.

## TOTAL FIRE BANS



Total Fire Bans (TFB) may be issued by the Department of Fire and Emergency Services (DFES) for periods of forecast high fire risk weather. During periods of Total Fire Ban any activity likely to cause or result in fire is prohibited. By special conditions some activities may have exemptions to continue their operations. Call **1800 709 355** or visit **[www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)**

Harvesting and movement of vehicles through paddocks is generally exempted from total fire bans up until the FDI reaches 35 at which time a Harvest Ban should be imposed by the CGG.

## Harvesting Regulations 38A (1) (2) (3)

A fire fighting appliance with a minimum capacity of 400 litres of water must be in any paddock being harvested. Please refer to fire fighting vehicle on definitions page.

## BAN ON USE OF ENGINES, VEHICLES, PLANT OR MACHINERY LIKELY TO CAUSE A BUSH FIRE. (HARVEST & VEHICLE MOVEMENT BAN)



The above ban may be declared by CGG. Fire Control Officers if local actual conditions dictate. Harvest Bans are usually announced on ABC 828 AM Radio however for confirmation contact the CGG. An SMS notification system also assists in advising mobile phones. Contact the CGG. to join the Harvest Ban SMS list.

## INFRINGEMENT/ PENALTIES



Failure to produce permit to burn.....	\$100
Failure to maintain a firebreak as per firebreak order .....	\$250
Offence relating to lighting a fire in the open .....	\$250
Failure of occupier to extinguish a bush fire .....	\$250
Creating a smoke nuisance.....	\$250
Failure to comply with a Total Fire Ban .....	
.....	<b>\$250,000 and/or 10 years jail.</b>

## Unlawful Lighting of Fires

Section 32 of the Bushfires Act. Offences of lighting or attempting to light a fire likely to injure.

**Penalty: Imprisonment for 20 years.**

# EXTINGUISH ARSON

UP TO **\$50,000 REWARD**

for information leading to the conviction of a  
person for arson in the State of Western Australia

PHONE CRIMESTOPPERS ON: 1800 333 000

## DEFINITIONS



### Flammable Material

All combustible material, dead or alive, in isolation, clusters or aggregation with other combustible materials that, in the opinion of a CGG Fire Control Officer, is likely to fuel a fire.

It includes, but is not limited to:

- Dead leaves, either on the ground or in gutters, fallen branches, long dry grass and weeds;
- Dry vegetative matter on mineral earth firebreaks; and
- Any tree within the Building Protection Zone or branch of a tree that may fall onto a building or, in the opinion of a CGG Fire Control Officer, constitute a fire risk.

It does not include:

- Vegetable patches, tended firewood stacks and timber, landscaped gardens, isolated planted shrubs, established natural or planted trees or patches of vegetation, that in the opinion of a Fire Control Officer, do not constitute an unacceptable fire risk;
- Slashed, mowed or mulched dry vegetative material that is less than 75mm in depth; and
- Distinct clusters of vegetation remote from boundaries and assets that in the opinion of a Fire Control Officer do not constitute an unacceptable fire risk.

### Building Protection Zone

Is a fire protection zone:

- (a) in which all flammable material should be totally removed from the zone;
- (b) which comprises an area with a minimum clearance distance in all directions from the walls of the buildings or structures of at least 20 metres on flat land, which is to increase in all directions by 10 metres for every 10 degrees increase in slope;
- (c) which accommodates a turning area for a heavy duty fire vehicle; and
- (d) which complies with the provisions of a Local Government adopted Fire Management Plan (FMP) or Town Planning Scheme (TPS) clause with respect to that property and the effect is such that the requirement under the FMP or TPS stipulates a greater area clear of flammable material or low fuel zone than required under part (b) above.

## DEFINITIONS (CONTINUED)



### Mineral Earth

A mineral earth firebreak refers to the area being completely clear of everything but soil (bare earth) - can generally be achieved by ploughing or grading or early spraying that allows sufficient time for decomposition of dead grass/vegetation.

### Fire Fighting Vehicle

means a motor vehicle that:

- (a) Is capable of carrying at least 400 litres of water; and
- (b) Is fitted with a pump and at least 15 metres of hose with a minimum diameter of 19mm and capable of delivering water through an adjustable nozzle.

### Bush

includes trees, bushes, plants, stubble, scrub, and undergrowth of all kinds whatsoever whether alive or dead and whether standing or not standing and also a part of a tree, bush, plant or undergrowth.



Local Volunteer Bush Fire Brigades work in conjunction with the City of Greater Geraldton Chief Bush Fire Control Officer.





**FOR ALL  
EMERGENCIES  
DIAL 000**

**For more information, or any queries  
relating to this guide:**

**Please contact**

**Community Law and Safety on**

**(08) 9956 6600**

**Or visit**

**[www.cgg.wa.gov.au](http://www.cgg.wa.gov.au)**

**This Firebreak Notice applies to all  
properties owned by you in the  
City of Greater Geraldton**

Meeting adjourned for lunch at 11.55am

Cr Farrell left the meeting at 11.55am

Meeting re-convened at 1.40pm

<b>AGENDA ITEM:</b>	<b>9.3.3</b>
<b>SUBJECT:</b>	<b>ANNUAL TENDERS – 2014/2015</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>408 TENDERS</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA</b>

## **DISCLOSURE OF INTEREST**

Nil

## **BACKGROUND**

The purpose of this item is to seek Council endorsement for the Chief Executive Officer to call for tenders for those items identified in the 2014/2015 Adopted Budget which are required to go to tender in accordance with Section 3.57 of the *Local Government Act 1995*.

The Staff Recommendation below does not specifically identify each individual item, rather requests authorisation for the Chief Executive Officer to call tenders on an “as needs” basis in accordance with items identified in the Shire’s 2014/2015 Budget.

Section 5.43(b) of the Local Government Act gives Council the ability to delegate the acceptance of tenders up to a specific amount determined by Council.

To expedite Council’s 2014/2015 roadwork’s program it is necessary to resolve to call tenders for the acquisition of road building material as soon as possible.

## **COMMENT**

It is a requirement under the Local Government Act and Regulations for Council to resolve to call tenders for the provision of goods and services, which will exceed the \$100,000 (GST Exclusive) threshold. Therefore, as a resolution is required from Council now for the Chief Executive Officer to call tenders for all road building materials I believe it is also appropriate to incorporate all other items, which may be in excess of the tender threshold amount of \$100,000 at the same time.

Tenders will be called at the appropriate time for all items and will come back to Council for final approval and endorsement of the successful tender prior to commencing purchase of any item.

The Staff Recommendation below incorporates a resolution for Council to call tenders for all items identified in the 2014/2015 Budget at the most appropriate time during the financial year, rather than the situation of requiring a separate resolution of Council on each occasion.

## **STATUTORY ENVIRONMENT**

*Local Government Act, 1995.*

*Local Government (Function & General) Regulations 1996*

## **POLICY IMPLICATIONS**

The following Policies will be taken into consideration when Tenders are called for and awarded by Council:

- *Policy 5.90 – Purchasing; and*
- *Policy 5.100 – Regional Price Preference Policy*

## **FINANCIAL IMPLICATIONS**

All items which require tenders to be called have been identified in the 2014/2015 Budget.

The intent is to obtain the best price for expenditure identified in the 2014/2015 Budget for tender and purchasing of.

## **STRATEGIC IMPLICATIONS**

To obtain the best possible price for the tender prices for the acquisition of goods and services identified in the 2014/2015 Budget.

## **VOTING REQUIREMENTS**

Simple Majority

## **COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR WOOD**

**SECONDED: CR FORRESTER**

1. Council authorise the Chief Executive Officer to call tenders for all items within the 2014/2015 Budget, which require tenders to be called in accordance with legislation.
2. Council delegate authority to the Chief Executive Officer, in accordance with Section 5.43(b) of the Local Government Act, 1995, to accept a preferential list of compliant suppliers for road building materials (e.g. gravel pushing, bitumen and aggregate) from tenders received, under the condition that actual expenditures to be incurred by Council does not exceed the amount authorized in the 2014/2015 Budget for these tender items.
3. All other tenders are to be brought back to Council for resolution on successful tender.

**Voting 7/0**

**CARRIED**

**Minute Reference 05/14-11**

<b>AGENDA ITEM:</b>	<b>9.3.4</b>
<b>SUBJECT:</b>	<b>REVIEW OF DELEGATION REGISTER</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>WHOLE OF SHIRE</b>
<b>FILE REFERENCE:</b>	<b>411.03</b>
<b>PREVIOUS REFERENCE:</b>	<b>06/13-18</b>
<b>DATE:</b>	<b>21<sup>st</sup> MAY 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA</b>

#### **DISCLOSURE OF INTEREST**

Nil

#### **REPORT PURPOSE**

To allow Council to review the current Delegations Register for delegations to the Chief Executive Officer as required by the Local Government Act 1995:

s5.46 - *'Register of, and records relevant to, delegations to CEO's and employees':*

s5.46(2) - *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.'*

#### **BACKGROUND**

The Shire of Chapman Valley has the following power under the Local Government Act 1995:

5.42. *Delegation of some powers and duties to CEO*

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

*\* Absolute majority required.*

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

The Act also allows the Chief Executive Officer to delegate any of his/her powers to any employee; such sub-delegation must be done in writing. The Chief Executive Officer is permitted under the Act to place conditions on any sub-delegation passed onto another employee. Council last reviewed the delegations register at the June 2013 OCM.

Council undertook an extensive review of its Delegation Register in June 2004 to include all the "day to day" aspects of the Shire and this document fully complies with the guidelines identified by the Department of Local Government and Regional Development.

#### **COMMENT**

The Chief Executive Officer and staff have reviewed the current Delegations Register and the attached document highlights recommended changes. (Supplied under separate attachment)

#### **STATUTORY IMPLICATIONS / REQUIREMENTS**

*Local Government Act 1995 – Section 5.42, 5.43, 5.44, 5.45 and 5.46.*

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

## VOTING REQUIREMENTS

**Absolute Majority** – If Changes made i.e.

*Section 5.46 (2) states Council must review the Delegation Register annually, however, if no amendments are made to the existing register a simple majority may accept it without amendment. Section 5.42 (1) states that any decision to amend or revoke a delegation by a Local Government is to be by an Absolute Majority.*

**Simple Majority** – If no changes made to existing register

## STAFF RECOMMENDATION (Absolute Majority Required)

That Council endorse changes to the Delegations Register as presented

## COUNCIL RESOLUTION

**MOVED: CR WARR**

**SECONDED: CR WOOD**

Delegation 3005 be amended to increase the maximum amount per application from \$100 to \$200 and this include both cash and in-kind donations.

**Voting 6/0**

**CARRIED**

**Minute Reference 05/14-12**

## COUNCIL RESOLUTION

**MOVED: CR MALUISH**

**SECONDED: CR FORRESTER**

That Council endorse changes to the Delegations Register as presented by the Chief Executive Officer with the additional alterations:

- Delegation 4001 be reworded as follows:

*NOTE: The Chief Executive Officer in exercising this delegation is to liaise with the Chief Bush Fire Control Officer on each specific variation request.*

*That pursuant to the provisions of Council's Firebreak Order, the Chief Executive Officer be delegated authority to:*

1. *approve or refuse applications to provide firebreaks in alternative positions*
2. *to approve or refuse applications to take alternative action to abate fire hazards.*

- Delegation 4003 be reworded as follows:

*NOTE: The Chief Executive Officer in exercising this delegation is to liaise with the Chief Bush Fire Control Officer on each specific variation request.*

*That pursuant to Section 17 (10) of the Bush Fires Act, the Chief Executive Officer be delegated the Council's powers and duties under Section 17 (7) and 17 (8) of the Bush Fires Act in respect to varying the prohibited burning times.*

- Delegation 5001:

Section 1.1 – Change *Local Planning Scheme No.1* to *Local Planning Scheme No.2*.

Section 1.2 – Amend to read –

*A summary of planning approvals for the preceding calendar month shall be provided in the Information Report presented to Council each month. For each application determined during the preceding calendar month/s, the summary shall identify; the*

*application number, the name/s of the applicant/s and owners, the particulars of the affected property, the dates of application and determination, whether the application was approved or refused and whether the decision was made under a sub-delegation.*

Section 1.3 – Amend to read - *These delegations shall be reviewed on an annual basis.*

- Delegation 5002:

Section 1.4 – Amend to read –

*A summary of decisions made pursuant to Clauses 1.1 & 1.2 shall be provided in the Information Report presented to Council. For each decision made during the preceding calendar month/s, the summary shall identify; the WAPC reference number, the name/s of the proponents and owners, the particulars of the affected property, a short description of the proposal, the date of determination, whether the decision was made pursuant to Clause 1.1 or 1.2 and if the decision was made under a sub-delegation.*

Section 1.5 – Amend to read - *These delegations shall be reviewed on an annual basis.*

- Delegation 5003:

Section 1.4 – Amend to read –

*A summary of decisions made pursuant to Clauses 1.1 & 1.2 shall be provided in the Information Report presented to Council. For each decision made during the preceding calendar month/s, the summary shall identify; the amendment number, the name/s of the proponents and owners, the particulars of the affected property, a short description of the amendment proposal, a schedule of submissions, the date of determination, whether the decision was made pursuant to Clause 1.1 or 1.2 and if the decision was made under a sub-delegation.*

**Voting 7/0  
CARRIED  
Minute Reference 05/14-13**

<b>AGENDA ITEM:</b>	<b>9.3.5</b>
<b>SUBJECT:</b>	<b>REVIEW OF COUNCIL POLICIES</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>WHOLE OF SHIRE</b>
<b>FILE REFERENCE:</b>	<b>N/A</b>
<b>PREVIOUS REFERENCE:</b>	<b>5/13-13</b>
<b>DATE:</b>	<b>21 MAY 2014</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA</b>

#### **DISCLOSURE OF INTEREST**

Nil

#### **BACKGROUND**

To allow Council to review and consider changes to the Shire Policy Manual

#### **COMMENT**

The Chief Executive Officer (in consultation with staff) has recently completed a review of all Council policies and procedures. All existing policies and procedures remain in place with the amendments to the document shown in colour. Policies and procedures recommended for deletion have had the strike-through placed across the text. (Supplied under separate attachment)

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995* – Section 9.59

General policies and regulations have no specific review timeframe provided it is carried out at least once in a calendar year.

#### **POLICY IMPLICATIONS**

The Shire of Chapman Valley Policy Manual

#### **FINANCIAL IMPLICATIONS**

No significant affect on financial operations of the Shire.

#### **Long Term Financial Plan (LTF):**

No significant affect on LTFP of the Shire.

#### **STRATEGIC IMPLICATIONS**

<b>Objective</b>	<b>Strategy</b>	<b>Actions</b>
<b>We want a representation and governance model that reflects our community's unique attributes</b>	The President and Councillors to be representative of the community and provide strong leadership	Develop Council appropriate policies that enable good: governance, development, services and growth

#### **VOTING REQUIREMENTS**

Simple Majority

*Meeting adjourned at 3.05pm*

*Meeting reconvened at 3.16pm*

## STAFF RECOMMENDATION

That Council endorses the amendments to the Policy & Procedures Manual as presented.

## COUNCIL RESOLUTION

**MOVED: CR FORRESTER**

**SECONDED: CR HUMPHREY**

That Council endorses the amendments to the Policy & Procedures Manual as presented by the Chief Executive Officer with the following additional alterations:

- Policy 2.40 – Building Fees  
Reword first paragraph to read:  
  
*“Building application fee minimum is \$90.00 then the following rate applies for all types of buildings.”*
- Chapter 3 – Bushfire Control  
  
Replace reference to Bushfire Advisory Committee with Bushfire Brigades Group Management Advisory Committee.  
  
Replace all reference the Fire & Emergency Services (FESA) to Department of Fire & Emergency Services (DFES).  
  
3.30 point 3 – Remove the name Andrew Vlahov and phone number from notification procedure  
3.30 point 5 – Remove the name Earl O’Donnell and phone number from notification procedure.
- Policy 4.90 – Sports Ground  
  
Reword to read:  
  
*“The area defined for the sports oval be used solely for the purpose of pedestrian event and team sports”*
- Policy 4.150 – Camping Areas
  - ~ Remove reference to *Yuna Tavern* and replace with *Yuna Hall*.
  - ~ Retain *Yuna Golf Club* as per current Policy.
- Policy 5.30 – Donations & Grants  
  
Amend to reflect same as Delegation 3005 i.e.  
  
*The Chief Executive Officer be delegated authority to authorise donations within budget limitations, up to a maximum of \$200 cash or in-kind per application.*
- Policy 9.10 – Conferences; Meetings; Training; Etc.  
  
Amend second paragraph to read:  
  
*Any Councillor who wishes to represent Council at such an event shall request nomination at a Council meeting or be endorsed by the Shire President and Chief Executive Officer if cost can be covered within budget constraints.*
- Policy 9.180 – Community Communication  
  
Section 1 – Retain as per current Policy.  
  
Section 8 – Reword to have *New Residents Kit* placed on Shire Website.



- Policy 10.60 – Landcare

Retain as per current Policy.

- Policy 14.80 – Plant – Use of

Reword first paragraph to read:

*In recognition of its interest in the welfare of its employees the Council authorises the Chief Executive Officer (or his/her delegate) to allow after hours personnel usage of plant to employees subject to the following*

- Policy 14.230 – Senior Staff & Executive Staff Remuneration Packages

Chief Executive Officer to ensure this Policy and matrix reflects the current contracts and employment arrangements.

If there are any anomalies this Policy is to be brought back to Council for further consideration.

- Policy 15.40 – Roads of Regional Significance

Add Narratarra Road as this is currently recognised under Roads 2030 and the Mid West Regional Road Group as a significant road.

- Policy 15.150.1 – Gravel Acquisition

Amend word *authorize* to *authorise*.

- Policy 15.200 – Road Hierarchy

Remove reference to *Wells Road*.

**Voting 7/0  
CARRIED  
Minute Reference 05/14-14**

## **11.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

11.1 Elected Member Reports

## **12.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY A DECISION OF THE COUNCIL**

### 13.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC

#### 13.1 Legal Agreement for removal of sand drift from Binnu East Road

##### COUNCIL RESOLUTION

MOVED: CR WARR

SECONDED: CR MALUISH

Council close the meeting to the public for the following Agenda item in accordance with the Local Government Act, 1995:

Section 5.23(2)(d) of the *Local Government 1995* as the item involves legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

Voting 7/0

CARRIED

Minute Reference 05/14-15

AGENDA ITEM:	13.1
SUBJECT:	LEGAL AGREEMENT FOR REMOVAL OF SAND DRIFT FROM BINNU EAST ROAD
PROPONENT:	CHIEF EXECUTIVE OFFICE/McLEOD'S BARRISTERS & SOLICITORS
SITE:	BINNU EAST ROAD
FILE REFERENCE:	1001.120
PREVIOUS REFERENCE:	MINUTE REF: 03/14-10
DATE:	21 <sup>st</sup> MAY 2014
AUTHOR:	MAURICE BATTILANA

##### COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR ROYCE

SECONDED: CR HUMPHREY

If the landowner has not signed the Agreement for the acquisition of road building materials from his property in lieu of cost to remove drift sand from his property onto the Binnu East Road within 14 days Council authorise the Chief Executive Officer to commence legal action against the offending landowner for the recovery of these cost.

Voting 6/1

CARRIED

Minute Reference 05/14-16

##### COUNCIL RESOLUTION

MOVED: CR FORRESTER

SECONDED: CR ROYCE

Council come out from behind closed doors.

Voting 7/0

CARRIED

Minute Reference 05/14-17

### 14.0 CLOSURE

The Chairman thanked the Elected Members and Staff for their attendance and the meeting was declared closed at 4.27pm