



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 25 June 2014
at the Council Chambers, Nabawa, commencing at 9:00am.

Maurice Battilana
CHIEF EXECUTIVE OFFICER

UNCONFIRMED MINUTES

JUNE 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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- 6.0 DISCLOSURE OF INTEREST

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."*

- 7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS
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- 13.1 Disposal Lot 9 Indialla Road, Nabawa**

14.0 CLOSURE

ORDER OF BUSINESS:

1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Chairman, Cr Collingwood welcomed Elected Members and Staff and declare the meeting open at 9.02am

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
Cr Anthony Farrell	North East Ward
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 10.20am to 10.47am)
Kristy Williams	Accountant (from 10.20am to 10.47am)

c. Visitors

Name	
Troy Kennedy	from 9.02am to 9.27am
Sharon Wilkinson	from 9.02am to 9.27am

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

Nil

8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

8.1 Ordinary Meeting of Council held on Wednesday 21 May 2014

That the minutes of the Ordinary Meeting of Council held Wednesday 21 May 2014 be confirmed as a true and accurate record.

COUNCIL RESOLUTION

MOVED: CR MALUISH

SECONDED: CR HUMPHREY

That the minutes of the Ordinary Meeting of Council held Wednesday 21 May 2014 be confirmed as a true and accurate record with an amendment to Item 9.3.5 that Policy 14.230 Senior Staff & Executive Staff Remuneration Packages matrix be bought back to Council.

**Voting 7/1
CARRIED**

Minute Reference 06/14-1

9.0 OFFICERS REPORTS

9.1

Manager of Planning

June 2014

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9.1 AGENDA ITEMS

- 9.1.1 Siting Of Sea Container, White Peak
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- 9.1.4 Bill Hemsley Park

AGENDA ITEM:	9.1.1
SUBJECT:	SITING OF SEA CONTAINER, WHITE PEAK
PROPONENT:	T. KENNEDY
SITE:	8 (LOT 148) COPPERHILL JUNCTION, WHITE PEAK
FILE REFERENCE:	A1499
PREVIOUS REFERENCE:	12/13-4 & 04/14-7
DATE:	13 JUNE 2014
AUTHOR:	SIMON LANCASTER

DISCLOSURE OF INTEREST

Nil

BACKGROUND

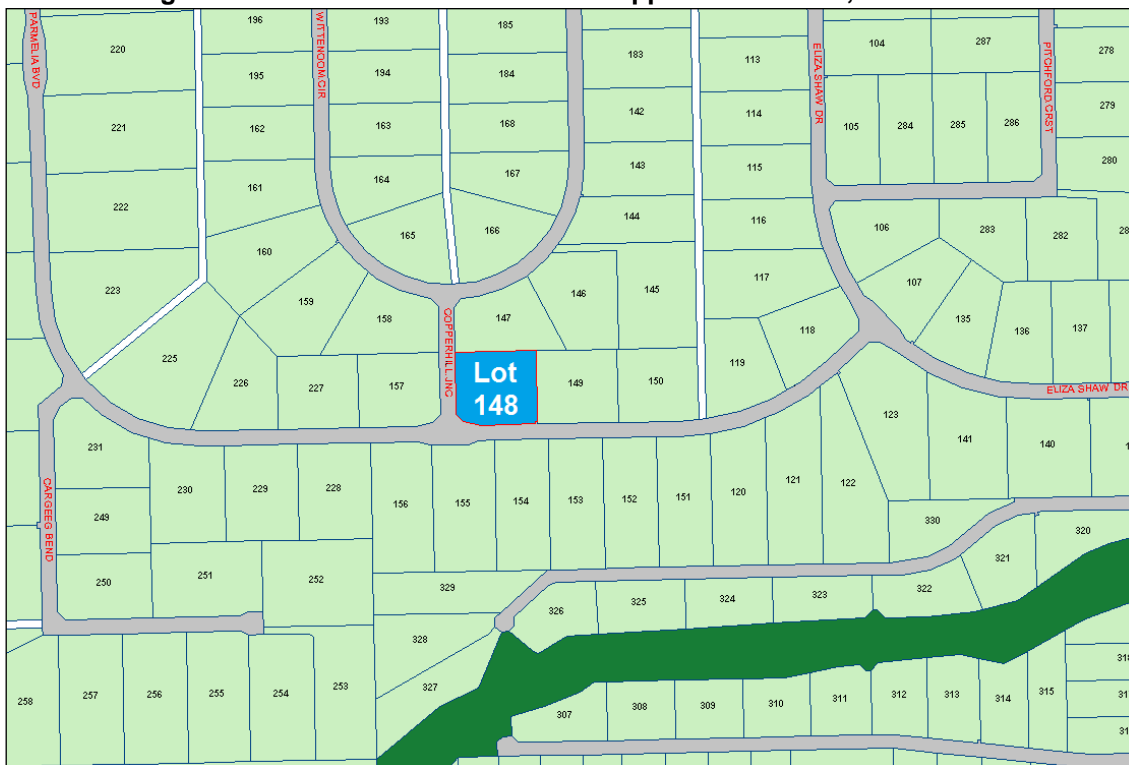
Council is in receipt of an application seeking the permanent siting of a sea container, the cladding of its walls in colorbond and the attachment of a colorbond skillion roof at 8 (Lot 148) Copperhill Junction, White Peak.

The application has been placed before Council as it exceeds the delegation limits of the Shire's 'Sea Containers' and 'Outbuildings' Local Planning Policies. This report recommends that conditional approval be granted to the application.

COMMENT

Lot 148 is a 1.0002ha property located on the north-eastern corner of the Copperhill Junction and Parmelia Boulevard intersection in the Parkfalls Estate.

Figure 1 – Location Plan for Lot 148 Copperhill Junction, White Peak



The applicant is seeking to relocate the sea container that is currently located to the north of the existing building upon Lot 148 to a new location at the south-west corner of the building. The applicant is seeking to clad the sea container along its southern and western elevations with colorbond to match the adjoining building and install a colorbond skillion roof atop the sea container. The wall on the northern elevation of the sea container would be removed and the skillion roof would extend past the sea container to stand on posts, a window would be cut into the southern elevation of the sea container to further give the appearance of a permanent building.

A copy of the submitted site, elevation and floor plans have been included as **Attachment 1** for Council's information.

Figure 2 – Aerial Photograph of Lot 148 Copperhill Junction, White Peak



Figure 3 – View of Lot 148 from Parmelia Boulevard & Copperhill Junction intersection



The development history for Lot 148 Copperhill Junction, White Peak is as follows:

- | | |
|------------------|--|
| 5 January 2009 | Application lodged for a 15m x 10m (150m ²) outbuilding with a wall height of 4m and a total height of 5m, with a 3m x 8m (24m ²) enclosed lean-to with a height of 3m on the eastern elevation of the outbuilding, to be sited in the north-eastern corner of the property. |
| 6 February 2009 | Development approval issued for outbuilding. |
| 10 February 2009 | Building permit issued for outbuilding. |
| 20 January 2011 | Sea container placed on-site without approval, Shire correspondence sent advising that sea container was not permitted upon property without a current approval for a residence. |

26 March 2012	Application lodged for a 44m ² Class 1a (habitable) compartment to be constructed within the outbuilding.
30 March 2012	Development approval and building permit issued for Class 1a (habitable) compartment.
16 October 2012	Approval issued to install an apparatus for the treatment of sewage.
14 February 2013	Complaint received concerning habitation of Lot 148.
21 February 2013	Shire correspondence sent advising landowner of receipt of complaint and advising Shire staff would be conducting inspection on 22 February 2013.
1 March 2013	Shire correspondence sent to landowner advising that site inspection had confirmed the presence of the necessary amenities to be able to live upon the property, and advising the property was not to be lived upon until the installation of an approved wastewater disposal system by a licensed plumber and the Class 1a compartment had been completed.
5 March 2013	Shire staff inspected installed effluent disposal system.
29 August 2013	Shire correspondence sent advising landowner sea container required to be removed by 30 March 2014 (the expiry date for the building permit).
11 December 2013	Update provided to Council in Agenda.
18 February 2014	Shire staff meet with landowner on-site to discuss progress of building works and upcoming building permit expiry date, and the landowner's proposal to permanently site the sea container upon Lot 148 with affixed colorbond cladding to give appearance of outbuilding extension.
19 February 2014	Update provided to Forum Session at Councillor request.
28 March 2014	Shire correspondence sent to landowner requiring that they either lodge building application for the proposed extension to house sea container for Council's consideration or remove sea container.
3 April 2014	Application lodged for extension of building permit to complete Class 1a (habitable) compartment within the outbuilding.
13 May 2014	Application lodged to permanently site sea container upon Lot 148 and externally clad and roof to give appearance of outbuilding extension.
22 May 2014	Shire correspondence sent advising landowner that application will be placed before the 25 June 2014 meeting of Council for its consideration.

Figure 4 – View of Lot 148 looking east from Copperhill Junction



Figure 5 – View of Lot 148 looking north from Parmelia Boulevard



STATUTORY ENVIRONMENT

Lot 148 Copperhill Junction, White Peak is zoned 'Rural Residential 1' under Shire of Chapman Valley Local Planning Scheme No.2 ('the Scheme').

Section 4.2.5 of the Scheme lists the objectives of the 'Rural Residential' zone as being:

- (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."*

Part 4 of Schedule 11 of the Scheme notes the following for the 'Rural Residential 1' zone:

"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."

Part 9 of Schedule 11 of the Scheme notes the following for the 'Rural Residential 1' zone:

"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."

The siting of a sea container, and the construction of an outbuilding extension, meet the definition of 'development' as listed under Part 1(4) of the *Planning & Development Act 2005*:

"development means the development or use of any land, including –

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land"*

Section 5.8 of the Scheme states:

"5.8 Appearance of Land and Buildings

5.8.1 *Unless otherwise approved, no person shall erect any building or other structure which by reason of colour or type of materials, architectural style, height or bulk, ornament or general appearance, has an exterior appearance which is out of harmony with existing buildings or the landscape character of the area.*

5.8.2 *All buildings and land on which they are located within the Scheme area shall be maintained in a manner, which preserves the amenity of the surrounding locality to the satisfaction of the Local Government.*

5.8.3 *Where in the opinion of the Local Government an activity is being undertaken that results in the appearance of the property having a deleterious effect on the amenity of the area in which it is located, the Local Government shall require the owner or occupier to restore or upgrade the conditions of that property to a standard commensurate with those generally prevailing in the vicinity.”*

Section 8.1 of the Scheme states:

“8.1 Requirement for Approval to Commence Development

Subject to clause 8.2, all development on land zoned and reserved under the Scheme requires the prior approval of the Local Government. A person shall not commence or carry out any development without first having applied for and obtained the planning approval of the Local Government under Part 9.

Note:

- 1 *The planning approval of the Local Government is required for both the development of land (subject of this Part) and the use of land (subject of Part 4).*
- 2 *Development includes the erection, placement and display of any advertisements.”*

Section 10.2 of the Scheme lists the following relevant matters to be considered by Local Government in considering a development application:

- “(f) any Local Planning Policy adopted by the Local Government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the Local Government under the Scheme;...*
- ...(i) the compatibility of a use or development with its setting;*
- (j) any social issues that have an effect on the amenity of the locality;...*
- ...(m) whether the land to which the application relates is unsuitable for the proposal by reason of it being, or being likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire or any other risk;*
- (n) the preservation of the amenity of the locality;*
- (o) the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation, and appearance of the proposal;*
- (p) whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;...*
- ... (v) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;...*
- ...(y) any relevant submissions received on the application;...*
- (za) any other planning consideration the Local Government considers relevant.”*

POLICY IMPLICATIONS

The existing outbuilding upon Lot 148 is 174m² in area, and the proposed roofed area that would be constructed over the sea container would be 50.4m² (of which 28.8m² would be enclosed and 21.6m² would be open on the north side) leading to a total proposed outbuilding area of 224.4m².

Shire of Chapman Valley Local Planning Policy 'Outbuildings' lists the maximum total aggregate area for Lot 148 as being 200m² (whether enclosed or open), and as the proposed development exceeds this requirement by 24.4m² the application exceeds the level of delegated authority and is required to be presented to Council for its consideration.

Part 4.3 of the 'Outbuildings' Local Planning Policy notes that:

"Should Ancillary Accommodation be constructed within a Class 10 Outbuilding (i.e. a box or rectangular shaped structure constructed of coated or uncoated metal sheeting which does not include additional features such as eaves, verandahs, windows and other 'house' like features) the Ancillary Accommodation will be considered to be included within the total outbuilding area of a property."

Shire of Chapman Valley Local Planning Policy 'Sea Containers' lists that planning approval for the siting of a sea container will only be granted where the sea container is being used for the temporary storage of equipment on a building site, where a building permit has been issued and remains current for the construction of a dwelling, and for a maximum period of 12 months. As the proposed development seeks to incorporate the permanent siting of a sea container upon Lot 148 it exceeds the level of delegated authority and is required to be presented to Council for its consideration.

The Shire of Chapman Valley Local Planning Policies for 'Outbuildings' and 'Sea Containers' share the following purpose and scope:

"Purpose

Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.

It is not intended that a policy be applied rigidly, but each application be examined on its merits, with the objectives and intent of the policy the key for assessment. However, it should not be assumed that the local government, in exercising its planning discretion, be limited to the policy provisions and that mere compliance will result in an approval. This approach has produced many examples of inappropriate built form that has a long-term impact on the amenity and sustainability of the locality.

The Shire encourages applicants to produce innovative ways of achieving the stated objectives and acknowledges that these may sit outside the more traditional planning and architectural approaches. In these instances the local government is open to considering (and encourages) well-presented cases, during pre-application consultation, having due regard to the outcome of any public consultation undertaken and the orderly and proper planning of the locality.

Scope

A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination."

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the Policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

Council has only approved variation to the aggregate outbuilding area in the Parkfalls Estate on one occasion, this being the approval at the 11 December 2013 meeting of the permanent siting of a 14.64m² sea container at 131 Parmelia Boulevard in addition to the existing 200m² outbuilding. This approval was subject to condition that the sea container must be painted to match the existing fencing and outbuilding, the installation of a gabled roof structure atop the sea container, and installation and maintenance of landscaping. These conditions have been now complied with and it is considered that the outbuilding policy variation to the total aggregate area, and the sea container policy variation in permitting the permanent siting in that instance has led to an acceptable outcome, particularly considering that the development will be further screened from neighbouring properties and the road as the landscaping becomes more established.

Figure 6 – Previously approved permanent siting of sea container at 131 Parmelia Blvd



FINANCIAL IMPLICATIONS

On determination of this application (refusal/approval) should the applicant be aggrieved by the determination or conditions of approval they have a right of appeal to the State Administrative Tribunal with a cost likely to be imposed on the Shire through its involvement in the appeal process.

- **Long Term Financial Plan:**

The Shire of Chapman Valley Long Term Financial Plan (2013) was received by Council at its 18 September 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Long Term Financial Plan.

STRATEGIC IMPLICATIONS

Council commenced an audit of sea containers in the Waggrakine and White Peak localities in August 2013, and further discussed this matter at its 11 December 2013 and 19 February 2014 meetings to ensure that sea containers were only being temporarily stored upon site where a building permit was current.

- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 was adopted by Council at its 19 June 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Strategic Community Plan.

VOTING REQUIREMENTS

Simple majority required.

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR FORRESTER

SECONDED: CR WARR

That Council grant formal planning approval for the permanent siting of a sea container, the cladding of its walls in colorbond and the attachment of a colorbond skillion roof to give the appearance of a permanent outbuilding at 8 (Lot 148) Copperhill Junction, White Peak subject to compliance with the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 25 June 2014 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Local Government.
2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
3. The walls of the sea container are required to be externally clad with metal sheeting in a colour complementary to the adjoining outbuilding to the approval of the Local Government.
4. The roof structure on top of the sea container is to use metal sheeting in a colour complementary to the adjoining outbuilding to the approval of the Local Government.
5. The sea container is only to be used for general storage purposes associated with the predominant use of the land and shall not be used for habitation, commercial or industrial purposes.
6. The works must be completed prior to 30 June 2015.

Notes:

- (i) Should the landowner fail to comply with the direction under condition 6 of this approval they may be deemed to have committed an offence under Section 214(7)(b) of the *Planning and Development Act 2005* and liable to a penalty not exceeding \$200,000 and a further daily penalty of \$25,000 for each day during which the offence continues.
- (ii) If an applicant is aggrieved by this determination there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Voting 3/5
LOST
Minute Reference 06/14-2**

AGENDA ITEM:	9.1.2
SUBJECT:	PROPOSED OUTBUILDING, NANSON
PROPONENT:	S WILKINSON
SITE:	Lot 44 (No.59) EAST TERRACE, NANSON
FILE REFERENCE:	A605
PREVIOUS REFERENCE:	N/A
DATE:	17 JUNE 2014
AUTHOR:	KATHRYN JACKSON

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council is in receipt of an application for an outbuilding to be constructed upon a vacant parcel of land in the Nanson Townsite. This report recommends conditional approval of the application.

Figure 1 – Location Plan for Lot 44 East Terrace, Nanson



COMMENT

Lot 44 (No.59) East Terrace, Nanson is zoned ‘Townsite’ under Shire of Chapman Valley Local Planning Scheme No.2 (the ‘Scheme’). This application has been placed before a meeting of Council as the construction of an outbuilding upon vacant residential land is not supported under the Shire’s ‘Outbuildings’ Local Planning Policy, however it is considered that given the individual circumstances of this property that conditional approval of the application may be warranted.

The applicant seeks approval for a 12m x 6m (72m²) outbuilding with a wall height of 2.5m and an overall height of 3.14m. The outbuilding is proposed to be located towards the rear of Lot 44 at a setback of 3.5m from the western property boundary and 2.5m from the side (southern)

property boundary. Although this parcel of land is currently vacant, the owner of Lot 44 is also the owner of the southern adjoining Lot 45 which contains an existing dwelling. It is proposed that the outbuilding to be constructed on Lot 44 would be used in conjunction with the home on Lot 45.

Figure 2 – Aerial photograph of Lots 44 & 45 East Terrace, Nanson



A copy of the site, floor and elevation plans for the application are included as **Attachment 1** and site photographs are included as **Attachment 2** to this report.

The applicant has also provided the following information in support of their application:

"I am writing to inform you of the purpose of erecting a shed on lot 44. The construction of a 12 meter by 6 meter shed on lot 44, East Terrace is required for storage. The only items to be warehoused will be my own personal property and the effects of my late parents. Among items to be stored are a ride on lawnmower, a ute, a car trailer and tools required to keep my block in a safe and presentable state."

STATUTORY ENVIRONMENT

Lot 44 (No.59) East Terrace, Nanson is zoned 'Townsite' under the Scheme with the application complying with the requirements of the Scheme in relation to setbacks, materials and colours.

POLICY IMPLICATIONS

A Local Planning Policy does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

Section 4.8 of the Shire's 'Outbuildings' Local Planning Policy states:

"The development of an outbuilding on vacant residential land shall not be approved unless the residence has been completed up to, and including, the pouring of a concrete house slab (although variation to this is permitted where the slabs for the residence and outbuilding are poured concurrently.)"

The site photographs included as **Attachment 2** of this report demonstrate that Lots 44 & 45 have been fenced and are currently being used as one property. In the Nanson townsite there

are five (5) parcels of land that currently only contain an outbuilding but are used in conjunction with an adjoining property which is considered to represent an established precedent for the area. These properties are indicated in **Figure 3** below.

Figure 3 – Location of properties within the Nanson townsite that contain an outbuilding only



In considering the merits of this application and the requirements of the 'Outbuildings' Local Planning Policy the proposal is supported at an officer level as:

- The outbuilding complies with the maximum wall height, roof height, overall size and siting requirements of the Shire's 'Outbuildings' Local Planning Policy;
- The setbacks of the proposed outbuilding comply with the requirements of the Scheme;
- The outbuilding is not considered to cause an inconsistency in the existing streetscape nor cause a detrimental impact to the orderly and proper planning of the locality;
- the outbuilding is partially obscured by existing mature trees;
- Lots 44 & 45 have been fenced as one lot which will cause the outbuilding to appear to be constructed on the same property as opposed to being on a separate lot to the existing residence;
- the outbuilding is not considered to dominate the streetscape as it would be clustered with existing development on adjoining Lot 45 and will be located to the rear of Lot 44;
- the outbuilding is considered a low impact structure given its low wall and roof height, and 72m² overall size; &
- the approval of this application is not considered to set an undesirable precedent as there has previously been other outbuildings constructed on separate lots within the Nanson townsite.

FINANCIAL IMPLICATIONS

Nil, however should Council refuse this application and the applicant proceed to exercise their right of appeal a further cost is likely to be imposed on the Shire through it's involvement in the appeal process.

- Long Term Financial Plan:

The Shire of Chapman Valley Long Term Financial Plan (2013) was received by Council at its 18 September 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Long Term Financial Plan.

STRATEGIC IMPLICATIONS

Nil

- Strategic Community Plan:

The Shire of Chapman Valley Strategic Community Plan 2013-2023 was adopted by Council at its 19 June 2013 meeting. It is not considered that the determination of this application by Council would have impact in relation to the Strategic Community Plan

VOTING REQUIREMENTS

Simple majority required.

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR HUMPHREY

SECONDED: CR MALUISH

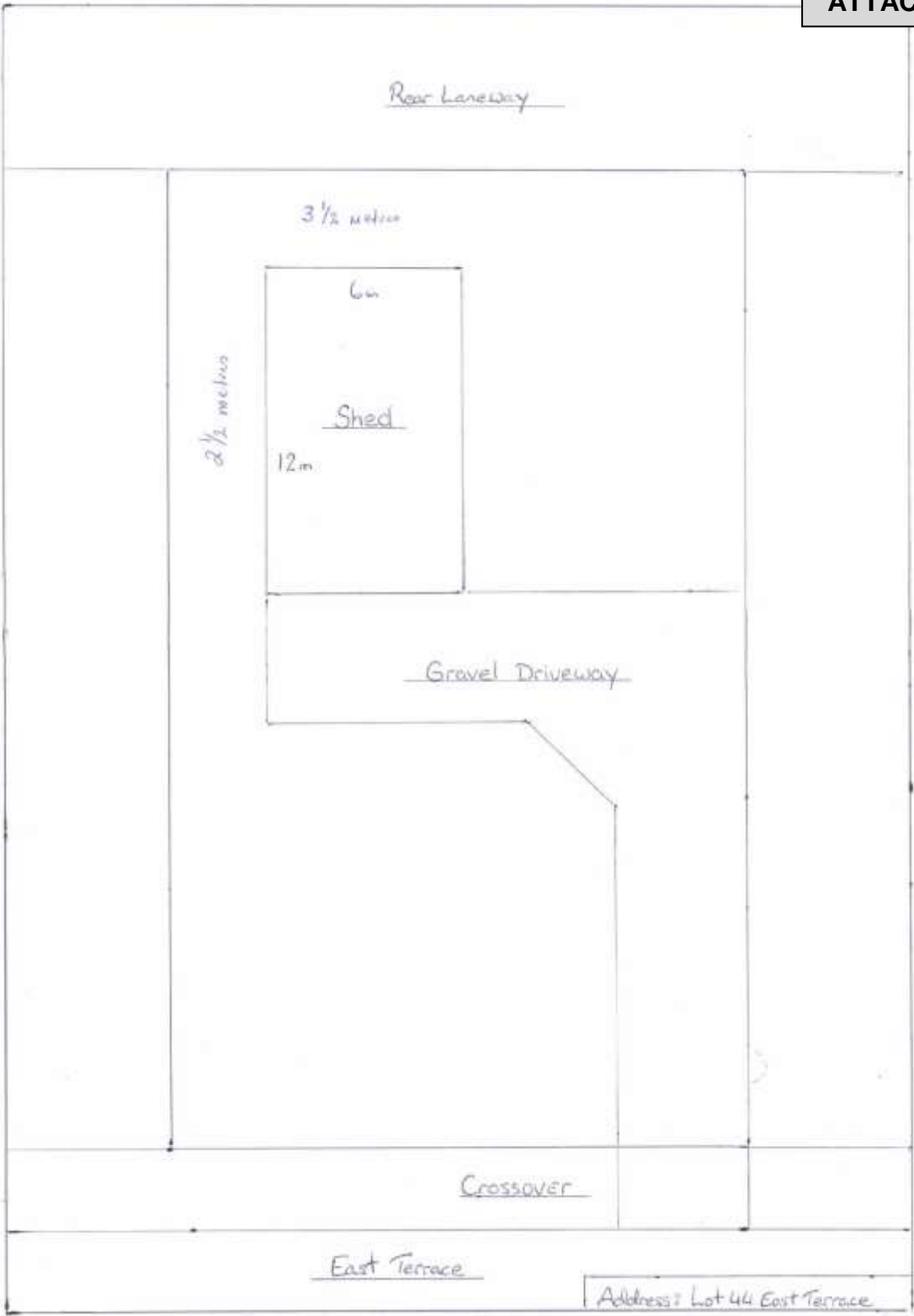
That Council grant formal planning approval for an outbuilding to be constructed upon Lot 44 East Terrace, Nanson subject to the following conditions:

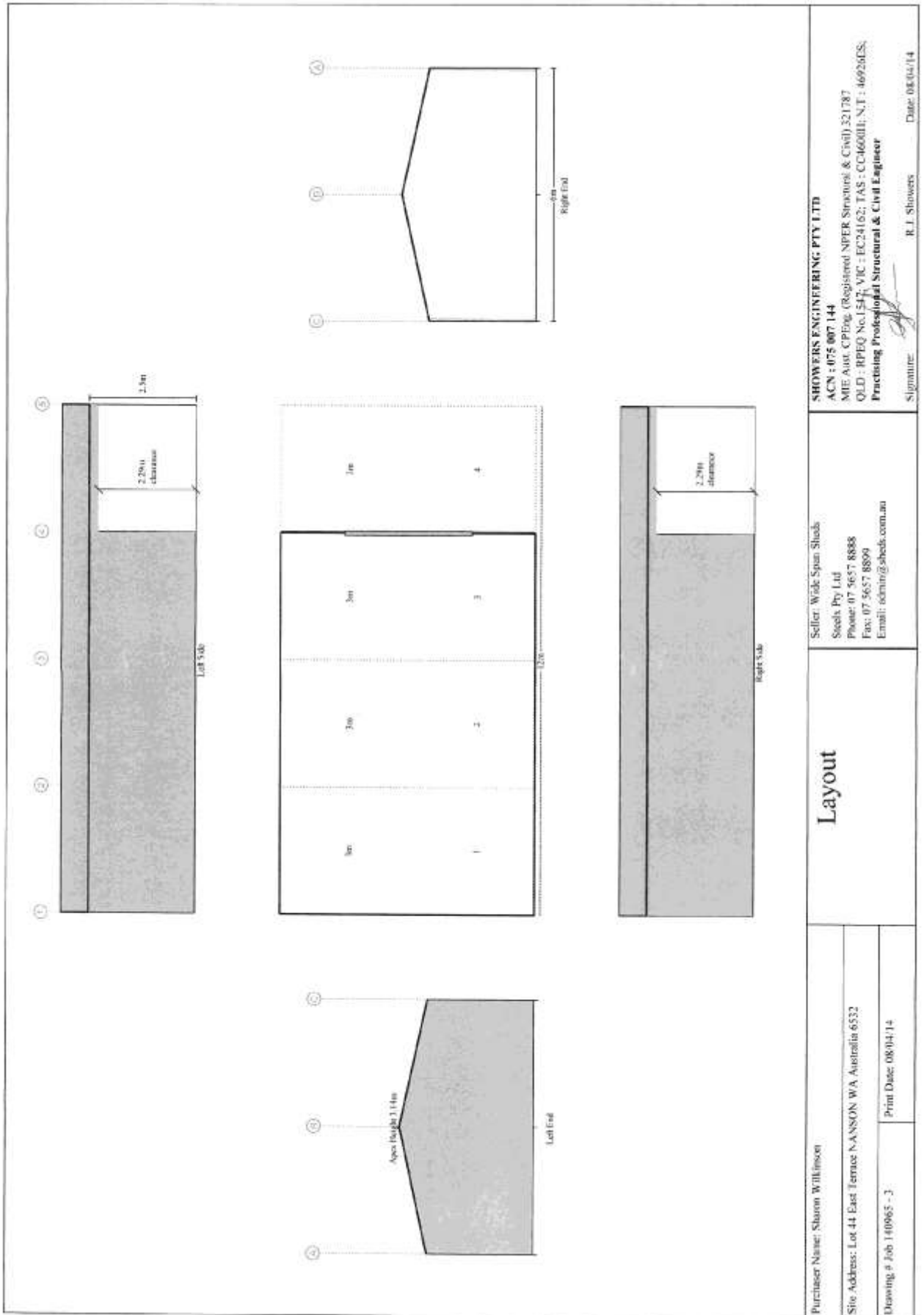
1. Development shall be in accordance with the attached approved plan(s) dated 25 June 2014 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
3. All stormwater is to be disposed of on-site to the specifications and approval of the local government. On application for a building licence a detailed design of stormwater collection and disposal system of developed areas is to be supplied.
4. The approved outbuilding is only to be used for general storage purposes associated with the predominant use of the land and shall NOT be used for habitation, commercial or industrial purposes.
5. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government.
6. If the development/land use, the subject of this approval, is not substantially commenced within a period of two years after the date of determination, the approval shall lapse and be of no further effect.

Notes:

- i. Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.
- ii. If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Voting 8/0
CARRIED
Minute Reference: 06/14-3**





Purchaser Name: Sharon Willinson

Site Address: Lot 44 East Terrace NANSON WA Australia 6532

Drawing # Job 140965 - 3

Print Date: 08/04/14

Layout

Seller: Wide Span Sheds
 Sheds Pty Ltd
 Phone: 07 5657 8888
 Fax: 07 5657 8809
 Email: admin@sheds.com.au

SHOWERS ENGINEERING PTY LTD
 ACN : 075 007 144
 MIE, AUST. CPEng. (Registered NFER Structural & Civil) 321787
 QLD - RPEQ No. 1547, VIC - EC24162, TAS - CC460011, N.T. : 4692505.
Practising Professional Structural & Civil Engineer

Signature: *[Signature]* R.J. Showers Date: 08/04/14



Above: View looking west from the corner of East Terrace and Cooper Street

Below: View looking south from Cooper Street towards proposed outbuilding site behind existing tree





Above: View looking west from East Terrace across Lot 44. Photograph demonstrates the lot being used in conjunction with adjoining Lot 45 with existing residence

Mrs Wilkinson and Mr Kennedy left Chambers at 9.27am

AGENDA ITEM:	9.1.3
SUBJECT:	PROPOSED SUBDIVISION, NANSON
PROPONENT:	HTD FOR E. & J. DIXON
SITE:	LOT 20 MURPHY-YETNA RD & LOT 12 BASTON CL, NANSON
FILE REFERENCE:	A1262
PREVIOUS REFERENCE:	05/02-8 & 10/02-2
DATE:	16 JUNE 2014
AUTHOR:	SIMON LANCASTER

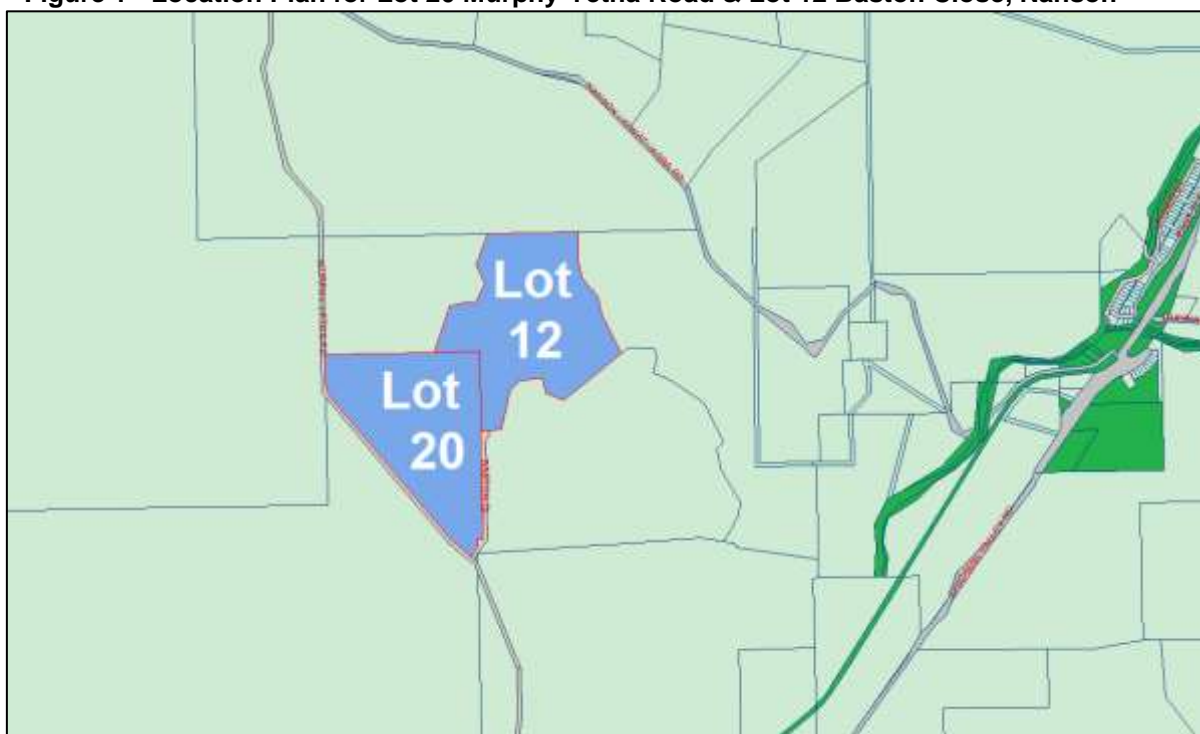
DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council is in receipt of correspondence from the Western Australian Planning Commission ('WAPC') seeking its comment upon an application to subdivide Lot 20 Murphy-Yetna Road into two lots and rationalise the boundary of the adjoining Lot 12 Baston Close to excise two existing dams from Lot 20 into Lot 12. This report recommends conditional support for the subdivision application.

Figure 1 - Location Plan for Lot 20 Murphy-Yetna Road & Lot 12 Baston Close, Nanson



COMMENT

Lot 20 is a 57.2959ha property fronting the unsealed Murphy-Yetna Road that is largely cleared for cropping purposes with a residence and outbuilding located at the northern end of the property. The application proposes to subdivide the property along the existing driveway access to the residence to create a 25ha northern lot with a 710.7m frontage to Murphy-Yetna Road that would contain the residence and outbuilding, and a vacant 32ha lot with 649m frontage to Murphy-Yetna Road and a 712m frontage to Baston Close.

Lot 12 is a 59.3371ha property located at the northern end of the unsealed cul-de-sac Baston Close. The Eagle Vale Olive grove and olive processing and packing sheds occupy 10ha in the south-western corner of Lot 12, approximately 20ha of Lot 12 is remnant vegetation across the hilltops of the property, with the remaining eastern 30ha used for grazing purposes. The application seeks to excise approximately 0.7ha from adjoining Lot 20 and include it within Lot 12 to increase the lot size to 60ha, the transferred area would ensure that the two dams associated with the olive plantation upon Lot 12 are located upon the same property.

A copy of the submitted subdivision plan is included as **Attachment 1**.

Figure 2 – Aerial Photograph of Lot 20 Murphy-Yetna Road & Lot 12 Baston Close, Nanson



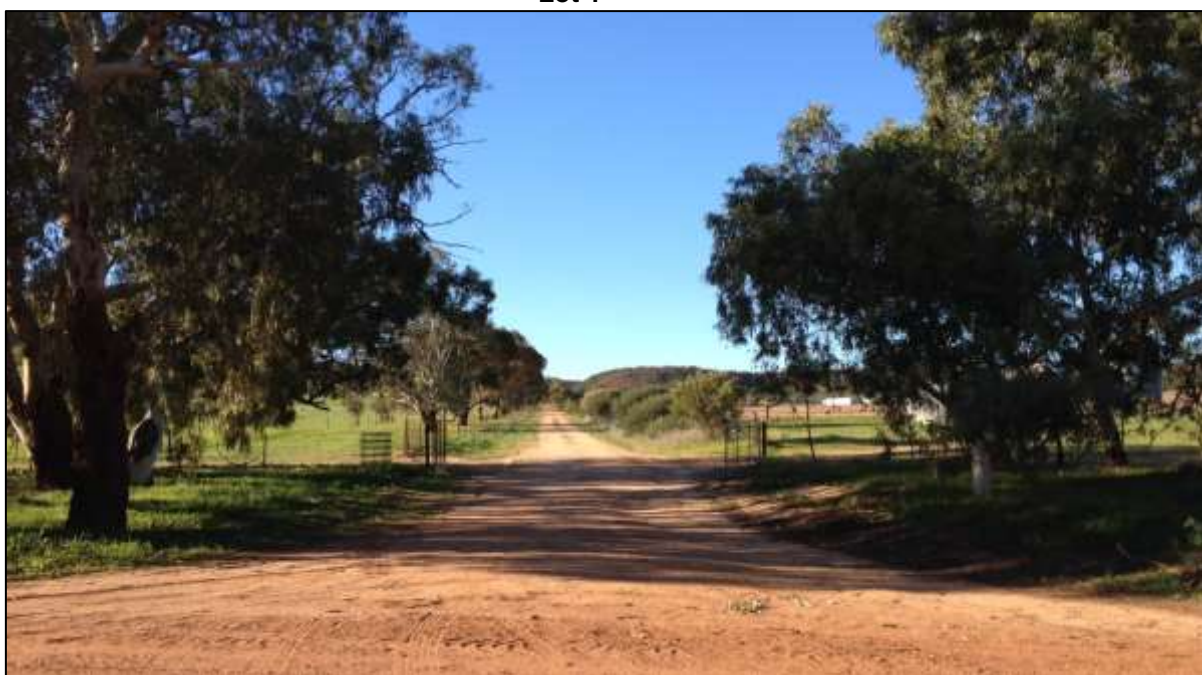
The recent development history for Lot 20 Murphy-Yetna Road and Lot 12 Baston Close is as follows:

- | | |
|------------------|--|
| 20 February 1997 | Shire approved an application to plant 1,500 olive trees, create a dam and construct an outbuilding upon Lot 12 Baston Close. |
| 23 November 2000 | Shire approved an application to house an oil processing and packaging plant, cool rooms and automated picking machinery within the existing outbuilding upon Lot 12. |
| 21 May 2002 | Council resolved to initiate Scheme Amendment No.35 that proposed to allow for later development of a café/gallery/reception centre and 3 short stay chalets, with the existing house being amended to a manager's residence upon Lot 20 Murphy-Yetna Road, and 6 short stay chalets upon Lot 12 Baston Close. |
| 27 October 2003 | Minister for Planning approved Scheme Amendment No.35 listing Eating House, Restaurant and Reception Centre as Additional Uses for Lot 20 Murphy-Yetna Road, and Holiday and Tourist Accommodation/Chalets as Additional Uses for Lot 12 Baston Close. |
| 31 January 2005 | Shire approved an application for a second outbuilding upon Lot 12 Baston Close to accommodate the processing, packaging and storage of olives. |
| 30 April 2010 | Certificate of Registration of a Food Business issued to Eagle Vale Olives under the <i>Food Act 2008</i> . |

Figure 3 – Proposed Lot 2 looking north from Murphy-Yetna Road & Baston Close intersection



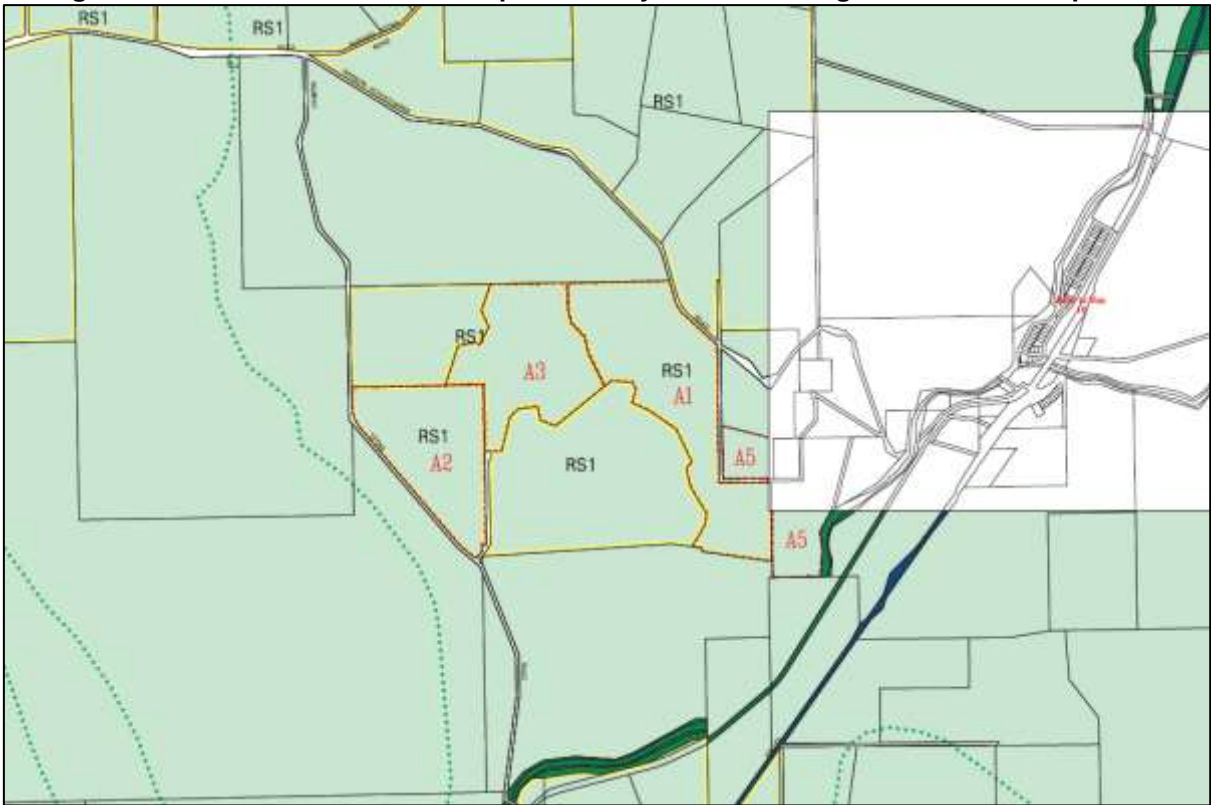
Figure 4 – New boundary line to run along the eastern side of the driveway for proposed Lot 1



STATUTORY ENVIRONMENT

Lot 20 Murphy-Yetna Road and Lot 12 Baston Close are zoned 'Rural Smallholding 1' under Shire of Chapman Valley Local Planning Scheme No.2 ('the Scheme').

Figure 5 – extract from Shire of Chapman Valley Local Planning Scheme No.2 Map



Lot 20 has an overlying 'Additional Use 2' zoning that allows for a Restaurant and Reception Centre originating from Scheme Amendment No.35 to former Scheme No.1 that was gazetted on 4 November 2003. Schedule 2 of Scheme No.2 lists the conditions relating to the 'Additional Use 2-Restaurant & Reception Centre' zone as follows:

- “1 *All development is to generally be in accordance with the approved Structure Plan, unless otherwise determined by the Local Government.*
- 2 *All buildings shall be sympathetic in design and construction, and complementary in colour and materials to the existing landform and landscape elements, to the satisfaction of the Local Government.*
- 3 *The use of zincalume and/or coloured roof and wall materials, which in the opinion of the Local Government prejudices the landscape amenity of the surrounding landform, is not permitted.*
- 4 *All habitable buildings (including an Eating House, Restaurant, or Reception Centre Building) shall be serviced by:*
 - a) *A potable water supply with a minimum storage capacity of 92,000 litres sourced from rainwater catchment or an alternative on-site supply approved by the Local Government in consultation with the WA Department of Health.*
 - b) *An approved on-site effluent disposal system set back a minimum distance of 100 metres from any water course or wetland area and a minimum of 30 metres from any bore, well or dam, with a minimum of 2 metres vertical separation from the base of the apparatus and the highest known ground water level or bedrock.*
- 5 *All supply of potable water shall comply with the drinking water standards for public buildings as prescribed under the Australian Drinking Water Guidelines [NHMRC] 1996.*
- 6 *The seating for a Restaurant/Reception Centre building shall not exceed 200 persons, including the provision for alfresco dining.*
- 7 *The Restaurant/Reception Centre building shall include disabled access and ablution facilities in accordance with the standards prescribed in the Building Code of Australia.*

- 8 *Carparking associated with a Restaurant/Reception Centre use shall be calculated at 1 bay for every 4 seats, with an Eating House use to be calculated at 1 bay for every 3 square metres of public area.*
- 9 *All carparking, manoeuvring areas and access driveways shall be constructed, as a minimum, to compacted gravel, drained and delineated standard to the Local Government's specifications.*
- 10 *The clearing of remnant vegetation on the property other than for fire management and/or driveway access purposes is not permitted, unless otherwise determined by the Local Government.*
- 11 *All stormwater resulting from impervious surfaces and buildings shall be retained on the site. Stormwater shall not be disposed of into natural drainage lines resulting in erosion or cause environmental harm (contamination).*
- 12 *A Landscaping Plan shall be submitted as part of a development application clearly showing the planting of native trees and shrubs around all proposed buildings on the property, to the satisfaction of the Local Government.*
- 13 *Vegetation buffers shall be established on the property where, in the opinion of the Local Government, a potential conflict issue may arise with an adjoining land use.*
- 14 *The specific siting of buildings on the property shall be determined by the Local Government at the development application stage taking into account visual amenity, conflict issues between neighbouring uses, vehicular access, provision of adequate servicing, and removal of vegetation and extent of site works involved.*
- 15 *Management of the property (including all development/uses) shall be provided and maintained on site, unless otherwise determined by the Local Government.*
- 16 *Prior to the commencement of development of an Additional Use permitted within this Zone, the developer shall provide and implement a fire management plan to the satisfaction of the Fire and Emergency Services Authority of Western Australia and the Local Government. The fire management plan shall address:*
 - (i) water supplies for fire fighting;*
 - (ii) egress for residents and access for fire fighting units;*
 - (iii) strategic and alternative fire breaks;*
 - (iv) location of building envelopes; and*
 - (v) adequacy of fire fighting equipment.**The fire management plan is to be prepared in accordance with the document "Planning for Bush Fire Protection".*

Lot 12 has an overlying 'Additional Use 3' zoning that allows for Holiday Accommodation/Chalets originating from Scheme Amendment No.35 to former Scheme No.1 that was gazetted on 4 November 2003. Schedule 2 of Scheme No.2 lists the conditions relating to the 'Additional Use 3-Holiday Accommodation/Chalets' zone as follows:

- "1 All development is to generally be in accordance with the approved Structure Plan, unless otherwise determined by the Local Government.*
- 2 All buildings shall be sympathetic in design and construction, and complementary in colour and materials to the existing landform and landscape elements, to the satisfaction of the Local Government.*
- 3 The use of zincalume and/or coloured roof and wall materials, which in the opinion of the Local Government prejudices the landscape amenity of the surrounding landform, is not permitted.*
- 4 All habitable buildings shall be serviced by:*

- (a) *A potable water supply with a minimum storage capacity of 92,000 litres sourced from rain water catchment or an alternative on-site supply approved by the Local Government in consultation with the WA Department of Health.*
 - (b) *An approved on-site effluent disposal system set back a minimum distance of 100 metres from any water course or wetland area and a minimum of 30 metres from any bore, well or dam, with a minimum of 2 metres vertical separation from the base of the apparatus and the highest known ground water level or bedrock.*
- 5 *All supply of potable water shall comply with the drinking water standards for public buildings as prescribed under the Australian Drinking Water Guidelines [NHMRC] 1996.*
 - 6 *At least one chalet building shall include disabled access and ablution facilities in accordance with the standards prescribed in the Building Code of Australia.*
 - 7 *Car parking shall to be calculated at a minimum of 1 bay for every 2 bedrooms of accommodation provided (based on 2 persons per bedroom).*
 - 8 *All car parking, manoeuvring areas and access driveways shall be constructed, as a minimum, to compacted gravel, drained and delineated standard to the Local Government's specifications.*
 - 9 *The clearing of remnant vegetation on the property other than for fire management and/or driveway access purposes is not permitted, unless otherwise determined by the Local Government.*
 - 10 *All stormwater resulting from impervious surfaces and buildings shall be retained on the site. Stormwater shall not be disposed of into natural drainage lines resulting in erosion or cause environmental harm (contamination).*
 - 11 *A Landscaping Plan shall be submitted as part of a development application clearly showing the planting of native trees and shrubs around all proposed buildings on the property, to the satisfaction of the Local Government.*
 - 12 *Vegetation buffers shall be established on the property where, in the opinion of the Local Government, a potential conflict issue may arise with an adjoining land use.*
 - 13 *The specific siting of buildings on the property shall be determined by the Local Government at the development application stage taking into account visual amenity, conflict issues between neighbouring uses, vehicular access, provision of adequate servicing, and removal of vegetation and extent of site works involved.*
 - 14 *Access to and management of the property (including all development/uses) may be provided and maintained on the adjoining Lot 20, whilst both properties exist under the same ownership/tenure. However, should a change in ownership/tenure occur, access to Lot 12 shall be taken from Baston Close, with management being provided and maintained onsite, unless otherwise determined by the Local Government.*
 - 15 *Prior to the commencement of development of an Additional Use permitted within this Zone, the developer shall provide and implement a fire management plan to the satisfaction of the Fire and Emergency Services Authority of Western Australia and the Local Government. The fire management plan shall address:*
 - (i) *water supplies for fire fighting;*
 - (ii) *egress for residents and access for fire fighting units;*
 - (iii) *strategic and alternative fire breaks;*
 - (iv) *location of building envelopes; and*
 - (v) *adequacy of fire fighting equipment.*

The fire management plan is to be prepared in accordance with the document "Planning for Bush Fire Protection".

Section 4.2.5 of the Scheme states that:

"The objectives of the Rural Smallholding Zone are to:

- (a) Provide for residential development within a low density environment and integrated with a variety of agricultural/rural activities, including agricultural/rural activities undertaken on a commercial basis;*
- (b) Provide for other land-uses compatible with the predominant use of the land;*
- (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."*

Section 5.19.1 of the Scheme provides the following general requirements applicable to Rural Smallholding and Rural Residential zones:

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; and*
 - (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 12 of the Scheme notes for the ‘Rural Smallholding 1’ zone as follows:

- “1 *Subdivision*
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 *Building*
All dwellings shall be sited in accordance with the setback requirements specified in the Scheme for the Rural Smallholding 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 *Applications for Planning Consent*
In addition to the requirements of Part 9 of the Scheme all applications for planning consent are required to be accompanied by relevant plans and information that:
- (a) *propose appropriate land management techniques to the satisfaction of the responsible authority to make good areas of degradation identified as such;*
 - (b) *delineate areas of significant remnant vegetation, surface water and other water bodies and significant topographical features;*
 - (c) *delineate areas of stock grazing and proposed stock numbers;*

- (d) *delineate the proposed location of building envelopes;*
- (e) *delineate the location of existing and proposed effluent disposal systems;*
- (f) *delineate location of existing tracks and fences and proposed location of fences and driveways; and*
- (g) *describe materials and colour of external cladding of all proposed buildings.*

4 Land use

- (a) *When considering applications for development approval (planning consent), the local authority may refer the application to the Department of Environment and Conservation, the Department of Agriculture and Food, the Department of Water and any other responsible authority and relevant Government agency for comment and approval where appropriate;*
- (b) *Piggeries, feedlots, poultry farms and extractive industry are prohibited; and*
- (c) *The subdividing owner of the land shall make arrangements satisfactory to the local authority to ensure that prospective purchasers are advised that preliminary advice should be sought from the Department of Agriculture and Food regarding the establishment within the subject land any proposed use that falls under the use class 'intensive agriculture' as defined in Schedule 1.*

5 Stocking Rates

- (a) *With the objective of maintaining sustainable landuse 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:*
2.5 dry sheep equivalent / 1 hectare
1 horse / 2 hectares
1 pony / 1.6 hectares
1 milking cow / 4 hectares
1 heifer / 1.6 hectares
1 dairy goat / 0.5 hectares
5 cashmere goats / 1 hectare
1 deer / 0.3 hectares
Only one stock option will be permitted or a combination equivalent to one option is permitted.
- (b) *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 5(a) above.*

6 Water Resources

- (a) *Where scheme water supply is unavailable a minimum 92,000L rainwater storage facility for each residence or evidence from the proponent which is satisfactory to the local authority than an adequate on-site potable water source exists shall be provided;*
- (b) *A licence from the Department of Water is required to draw groundwater from a well, bore, dam or any naturally occurring surface water body or watercourse;*
- (c) *Where the area has not been surveyed for hydrological resources, the prior advice of the Department of Water should be sought regarding the provision of a water supply for any proposed 'intensive agriculture' use and development;*
- (d) *All storm water from structures or paved surfaces is to be contained within each lot;*
- (e) *No development or land use activity shall impede in any way the natural water flow along any creek line or water course;*

7 Clearing of Land

No removal of any remnant native vegetation (including any tree) is permitted without the prior approval of the local authority outside the building envelope;

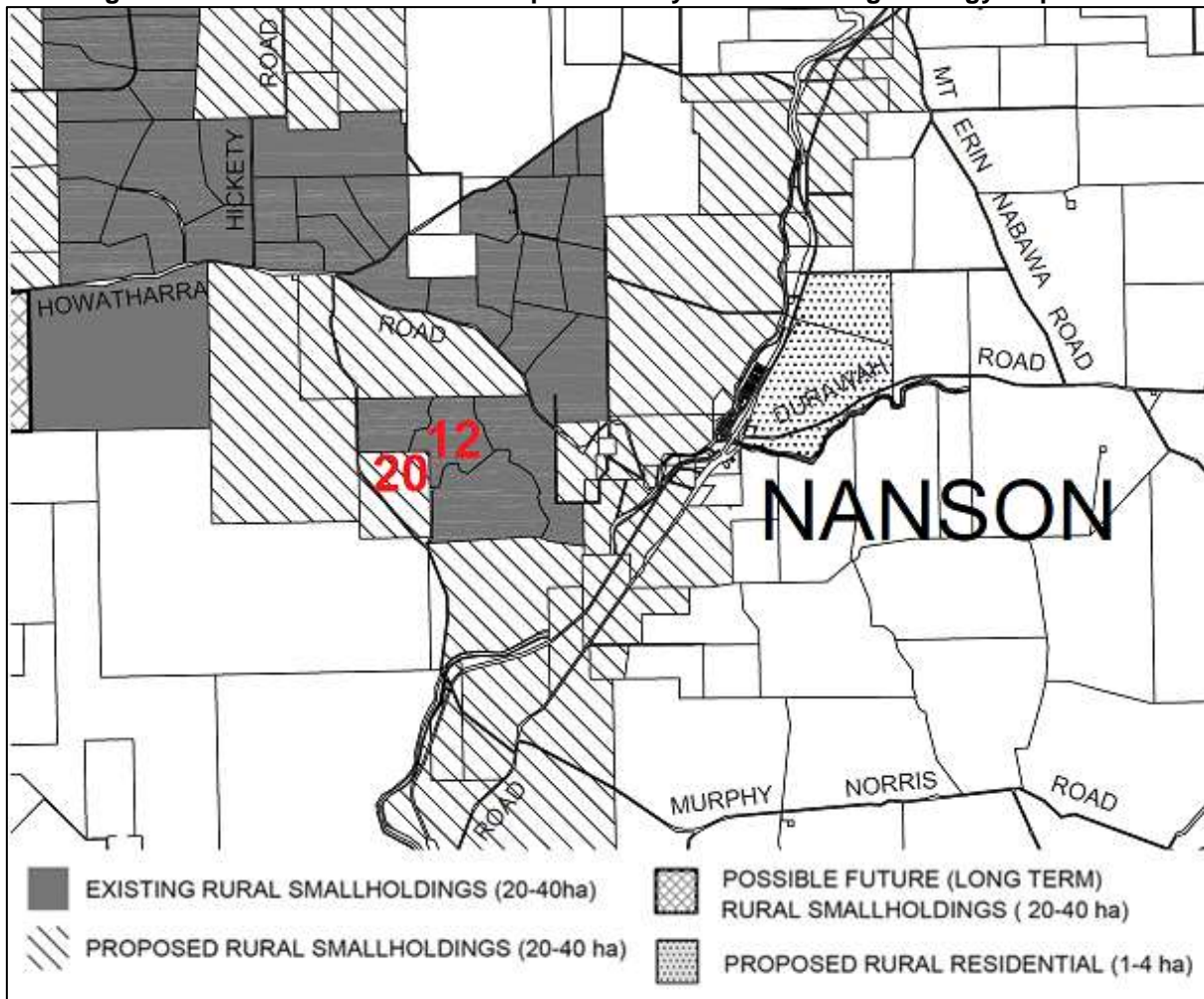
- 8 *Location, siting and appearance of buildings*
- (a) *All residential and ancillary buildings shall be located and constructed within an approved building envelope for each proposed lot;*
 - (b) *Notwithstanding (a) above, where by reason of the nature of material to be stored in a building it is considered that it would be undesirable that the buildings be clustered, the buildings may be separated by such distance as determined by the local authority;*
 - (c) *No building shall be constructed in such a manner or of such materials that it would in the opinion of the local authority, have a detrimental impact on the local amenity.*
- 9 *Effluent Disposal*
- (a) *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.*
 - (b) *In considering applications for planning consent the Local Government shall ensure that the development proposed will not result in any net export of nutrients from the land to any wetland, watercourse or underground aquifer.*
- 10 *Fencing*
- Prior to any stocking of land, all areas of remnant native vegetation, including vegetation along streamlines, shall be fenced with stock proof fencing to the specification and satisfaction of the local authority. All fences are to be maintained in a stock proof condition by the landowner to the satisfaction of the local authority.*
- 11 *Landscaping*
- (a) *All buildings and structures within any lot shall be suitably screened to the satisfaction of the local authority;*
 - (b) *Prior to the commencement of any development on any lot, the local authority will require the preparation of a tree planting and maintenance program with the intent of rehabilitating and revegetating any areas of degraded land so identified but without restricting the operation of approved rural activities.*
- 12 *Fire Management*
- At the time of subdivision the following fire management controls will be imposed:*
- (a) *A strategic fire break for each lot will be installed in a manner acceptable to the local authority in consultation with FESA.*
 - (b) *Provision of a suitable permanent water supply for fire-fighting purposes to be established in consultation with the local authority and FESA.*
- 13 *Advice to purchasers of lots*
- As a condition of any subdivision approval granted, the subdividing owner of the land is to advise, to the specifications and requirements of the Local Government, prospective purchasers of any lot created within this location of all of the provisions contained herein."*

POLICY IMPLICATIONS

Lot 20 Murphy-Yetna Road and Lot 12 Baston Close are located within Precinct No.3 – 'Chapman Valley' of the Shire of Chapman Valley Local Planning Strategy (2008).

The Local Planning Strategy identifies Lot 20 Murphy-Yetna Road as being 'Proposed Rural Smallholdings (20-40ha)' and Lot 12 Baston Close as being 'Existing Rural Smallholdings (20-40ha)' and the proposed lot sizes comply with this strategic direction.

Figure 6 – extract from Shire of Chapman Valley Local Planning Strategy Map



The stated Vision for Planning Precinct 3 is:

“A diverse range of rural pursuits and incidental tourist developments that complement the sustainable use of agricultural resources.”

The Local Planning Strategy lists the following objectives for Planning Precinct No.3:

“Community Objectives

- 3.1.1 *Ensure that the rezoning and subdivision of rural land into Rural Smallholdings maximises and reflects the agricultural potential of the land, and can accommodate a range of agricultural pursuits coupled with lifestyle opportunity.*
- 3.1.2 *Encourage the protection and restoration of places and buildings of heritage/historical significance.*
- 3.1.3 *Encourage the rezoning and subdivision of land into Rural Smallholdings and Rural Residential lots in accordance with Section 3.5 and Figure 3.*

Economic Objectives

- 3.2.1 *Facilitate agricultural diversification in appropriate areas where there will be no detrimental impact to the surrounding land.*
- 3.2.2 *Encourage the experimentation and growth of newer crops and animal varieties through farm diversification and support value adding to this diversified farm produce. This could include links to tourism in accordance with Council Policy.*
- 3.2.3 *Promote opportunities for processing and value adding to agricultural produce.*
- 3.2.4 *Ensure that rural residential development maximises the use of existing services and infrastructure.*
- 3.2.5 *Support the extraction of basic raw materials (except radioactive materials or minerals), pursuant to the provisions of the Mining Act 1978 and conducted in accordance with the ‘Mining Code of Conduct’ and ‘Farmer Mining Guide’*

Environmental Objectives

- 3.3.1 *Encourage revegetation and retention of existing vegetation in order to minimise soil erosion and salinity levels.*
- 3.3.2 *Protect and enhance existing catchments, botanical linkages and vegetation/wildlife corridors, with particular emphasis on the Chapman River.*
- 3.3.3 *Ensure development does not adversely impact on river systems, associated catchment areas and groundwater resources through the provision/submission of detailed/supporting research, information and analysis.*
- 3.3.4 *Ensure that land use conflicts (i.e. noise, dust, odour, spray drift, vermin etc.) are avoided through appropriate environmental and planning controls.*
- 3.3.5 *Protect the rural amenity and character of the area from incompatible land use/ development, again through the implementation of appropriate environmental and planning controls.*
- 3.3.6 *Ensure fire prevention measures are implemented and maintained in accordance with statutory requirements as a minimum.*
- 3.3.7 *Encourage conservation of biodiversity and farm sustainability based on natural resource management practices.*
- 3.3.8 *Give due consideration to the requirements/recommendations of the Moresby Range Management Strategy once it is formally adopted with particular emphasis direct toward Management Area A.*
- 3.3.9 *Promote a detailed planning exercise be undertaken in partnership with all relevant stakeholders for Area A of the Moresby Ranges, depicted on the Precinct Maps as 'Special Investigation Area – Conservation and Development', to identify a range opportunities in consideration of current environmental values and constraints.*

Infrastructure Objectives

- 3.4.1 *Enhance the standards of servicing and infrastructure around the Nanson and Nabawa townsites.*
- 3.4.2 *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, rezoning, development or subdivision, to avoid burden (financial or otherwise) on the Council's resources.*
- 3.4.3 *Identify, support and facilitate the efficient and coordinated use of existing road linkages."*

The Local Planning Strategy also lists the following for Precinct No.3 relevant to assessment of this application:

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

- (a) For extensive agricultural uses including grazing and/or cropping where the lots proposed are not less than 250 hectares.*
- (b) In exceptional circumstances where lots proposed are less than 250 hectares and are suitable for extensive agricultural uses including grazing and/or cropping, subject to the compliance with the relevant provisions of WAPC Policy DC 3.4 – Subdivision of Rural Land.*
- (c) For intensive agricultural uses where there is confirmation of suitable soil suitability and adequate water supply for the intended use and the lots proposed are not less than 80 hectares.*
- (d) For the relocation of lot boundaries that achieves improvements in environmental conditions and/or land management practices without adversely affecting the existing use of the land.*
- (e) Where an established and sustainable rural industry or agricultural pursuit is to be excised from the larger land holding (e.g. grain storage facility, abattoir, chicken/egg farm, winery, marron farm etc.) PROVIDED impact/conflict issues with surrounding land use/development are addressed (e.g. buffers).*
- (f) Where it is demonstrated that there is a substantial, sustainable and beneficial gain in environmental repair, protection and preservation of land for conservation purposes in accordance with criteria for conservation lots outlined in WAPC Policy 3.4.*
- (g) For lifestyle/hobby farm purposes as per Figure 3 where the subject land has been appropriately rezoned to "Rural Residential" (1–4 hectares) or "Rural Smallholdings" (20–40 hectares).*

(h) *Subdivision associated with an established project of tourist significance.*”

FINANCIAL IMPLICATIONS

- **Long Term Financial Plan:**

The Shire of Chapman Valley Long Term Financial Plan received by Council at its 18 September 2013 notes 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 does also note that a growing population will place increasing demands on Council for services.

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 updated in 2011 which noted in Section 3.2.1 that:

“Some ‘rural living’ areas do exist beyond the Moresby Range in the Chapman Valley, however, these are zoned as ‘special rural’ in the local planning scheme and are generally intended for larger lots (>20ha).

Further, ‘future rural living’ has also been included in this area, consistent with areas identified in the Shire of Chapman Valley Local Planning Strategy (2008) for proposed and possible (long-term) rural residential and rural smallholdings.”

Section 3.2.3 of the Greater Geraldton Structure Plan (2011) reports notes that:

“It is acknowledged that a substantial area of rural land beyond the northern boundary of the structure plan has been identified for future rural living purposes in the endorsed local planning strategies for the Shires of Chapman Valley and Northampton. These areas are currently beyond the scope of the Greater Geraldton Structure Plan 2011 and will be considered through the proposed wider regional planning.

State Planning Policy 2.5 Agricultural and Rural Land Use Planning that outlines guiding principles for the planning and development of rural land is currently being revised. The revised policy may have implications for future rural land use within the Greater Geraldton Structure Plan area.”

- **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’.

VOTING REQUIREMENTS

Simple majority required.

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WOOD

SECONDED: CR ROYCE

That Council advise the Western Australian Planning Commission that it adopts Plan No.12213AS1-1-1 (WAPC date stamped 8/5/14) as the Structure Plan for Lot 20 Murphy-Yetna Road, Nanson and Lot 12 Baston Close, Nanson, and supports the proposed subdivision/amalgamation subject to the following conditions and advice notes:

Conditions:

- 1 Property boundaries of all lots shall be fenced by the subdivider to an appropriate standard to the satisfaction of the Local Government.
- 2 A building envelope shall be identified on all lots to the satisfaction of the Local Government.

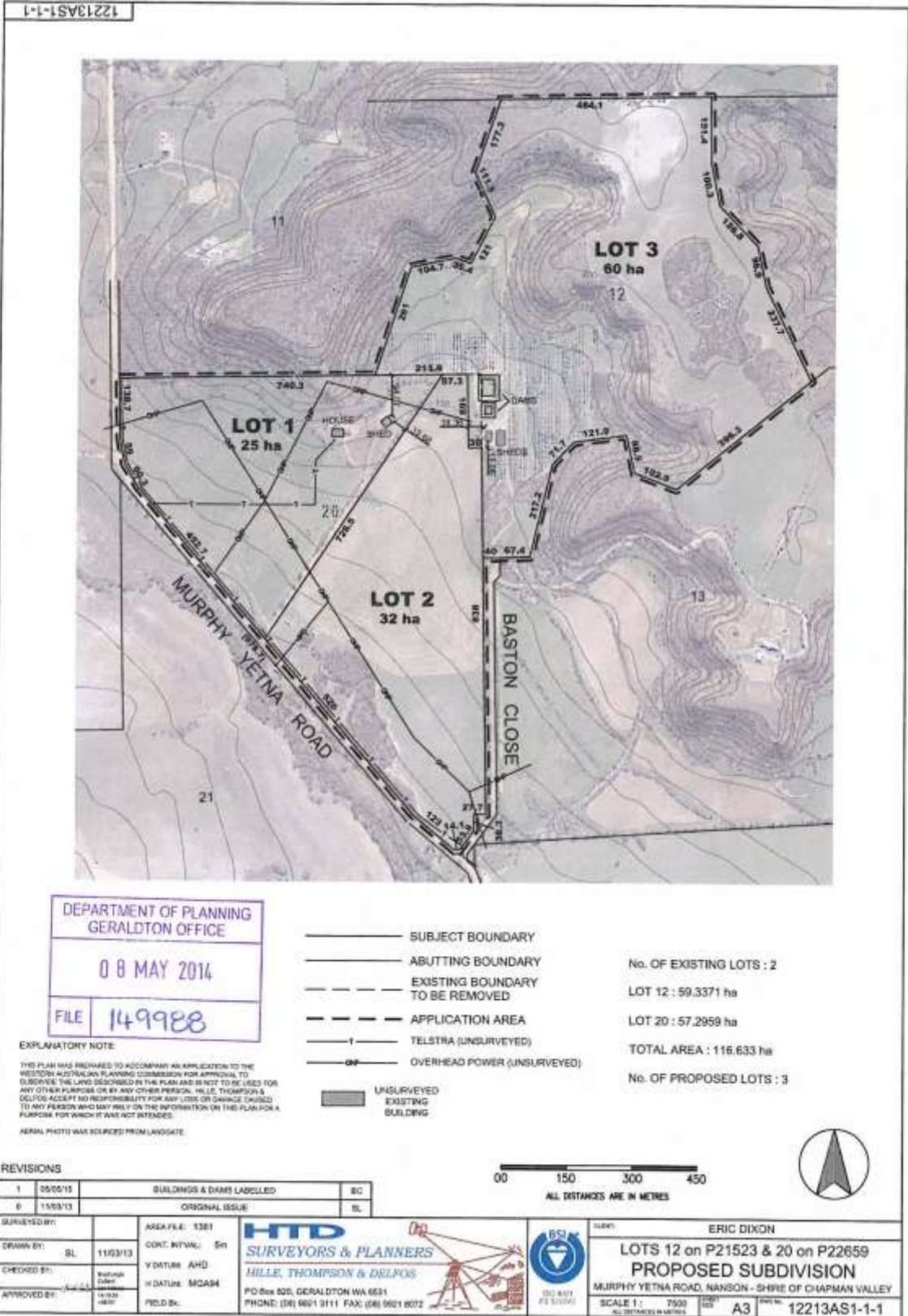
- 3 A Notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the Certificates of Title of proposed Lots 1 & 2 by the subdivider to ensure prospective purchasers of the lots are advised of the following:
- (i) the provisions of the Shire of Chapman Valley Local Planning Scheme No.2 (Schedule 12 - Rural Smallholding 1 Zone & Schedule 2 – Additional Use 2) which relate to the use and management of the land; &
 - (ii) the existence of a building envelope upon the lot and that no development is to take place outside the defined building envelope unless otherwise approved by the Local Government.
- 4 A Notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the Certificate of Title of proposed Lot 3 by the subdivider to ensure prospective purchasers of the lot are advised of the following:
- (i) the provisions of the Shire of Chapman Valley Local Planning Scheme No.2 (Schedule 12 - Rural Smallholding 1 Zone & Schedule 2 – Additional Use 3) which relate to the use and management of the land;
 - (ii) the existence of a building envelope upon the lot and that no development is to take place outside the defined building envelope unless otherwise approved by the Local Government; &
 - (iii) the existence of an easement granting access for fire fighting purposes to the Local Government and the Department of Fire and Emergency Services to the dams upon the lot in the event of emergency.
- 5 Easement in accordance with Sections 195 and 196 of the *Land Administration Act 1997* for the benefit of the Local Government and the Department of Fire and Emergency Services is to be placed on the Certificate of Title of proposed Lot 3, specifying access rights to the dams. 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 for fire fighting purposes between Baston Close and the dams for use in emergency."

Advice Note:

- a) In regards to condition 1 the fencing between proposed shall be installed at the subdivider's cost to a minimum standard of 6 strand ring lock to the satisfaction of the Local Government.

**Voting 8/0
CARRIED
Minute Reference 06/14-4**



DEPARTMENT OF PLANNING
GERALDTON OFFICE

08 MAY 2014

FILE 149988

- SUBJECT BOUNDARY
- ABUTTING BOUNDARY
- - - EXISTING BOUNDARY TO BE REMOVED
- - - APPLICATION AREA
- - - TELSTRA (UNSURVEYED)
- - - OVERHEAD POWER (UNSURVEYED)
- UNSURVEYED EXISTING BUILDING

No. OF EXISTING LOTS : 2

LOT 12 : 59.3371 ha

LOT 20 : 57.2959 ha

TOTAL AREA : 116.633 ha

No. OF PROPOSED LOTS : 3

EXPLANATORY NOTE:

THIS PLAN HAS BEEN PREPARED TO ACCOMPANY AN APPLICATION TO THE WESTERN AUSTRALIAN PLANNING COMMISSION FOR APPROVAL TO SUBDIVIDE THE LAND DESCRIBED IN THIS PLAN AND IS NOT TO BE USED FOR ANY OTHER PURPOSES OR BY ANY OTHER PERSON. HILL, THOMPSON & DELPOS ACCEPT NO RESPONSIBILITY FOR ANY LOSS OR DAMAGE CAUSED TO ANY PERSON WHO MAY RELY ON THE INFORMATION ON THIS PLAN FOR A PURPOSE FOR WHICH IT WAS NOT INTENDED.

AERIAL PHOTO WAS SOURCED FROM LANDGATE.

REVISIONS

1	25/05/13	BUILDINGS & DAMS LABELLED	BC
0	15/03/13	ORIGINAL ISSUE	SL



SURVEYED BY:		AREA FILE: 1381	<p>HTD SURVEYORS & PLANNERS HILL, THOMPSON & DELPOS PO Box 620, GERALDTON WA 6631 PHONE: (08) 9621 9111 FAX: (08) 9621 8072</p>	CLIENT: ERIC DIXON		
DRAWN BY:	SL 1103/13	CONT. INTVAL: 5m		LOTS 12 on P21523 & 20 on P22659 PROPOSED SUBDIVISION MURPHY YETNA ROAD, NANSON - SHIRE OF CHAPMAN VALLEY		
CHECKED BY:	SL 1103/13	V DATUM: AHD		SCALE 1 : 7500 SHEET NO: A3 PLAN NO: 12213AS1-1-1		
APPROVED BY:	SL 1103/13	H DATUM: MQASH		ALL DISTANCES IN METRES		
		FIELD SL:				

AGENDA ITEM:	9.1.4
SUBJECT:	BILL HEMSLEY PARK
PROPONENT:	BILL HEMSLEY PARK MANAGEMENT COMMITTEE
SITE:	RESERVE 49641 ELIZA SHAW DRIVE, WHITE PEAK
FILE REFERENCE:	R49641
PREVIOUS REFERENCE:	02/14-10, 02/14-11, 02/14-12 & 02/14-13
DATE:	9 JUNE 2014
AUTHOR:	SIMON LANCASTER

DISCLOSURE OF INTEREST

Nil

BACKGROUND

A meeting of the Bill Hemsley Park Management Committee was held on 6 June 2014 to progress planning for the future development of the park and this report recommends that Council receive the unconfirmed minutes from this committee meeting.

COMMENT

The third Bill Hemsley Park Management Committee meeting was held on 6 June 2014 and a copy of the unconfirmed minutes of the meeting are presented to Council as **Attachment 1** to this report.

A copy of the Agenda for the 6 June 2014 Bill Hemsley Park Management Committee meeting has also been provided as a **separate attachment to this report**.

The minutes of the previous 6 February 2014 Bill Hemsley Park Management Committee meeting were confirmed at the third committee meeting and these have also been provided to Councillors as a **separate attachment to this report**.

STATUTORY ENVIRONMENT

Reserve 49641 Eliza Shaw Drive, White Peak is zoned 'Parks & Recreation' under Shire of Chapman Valley Local Planning Scheme No.2.

The legal agreement between the developer of the Parkfalls Estate and the Shire provided the terms for the transfer of the intended park and payment of funds by the developer to the Shire to be held in trust for expenditure on the park.

The Management Committee Agreement provides for the ongoing management of Bill Hemsley Park and the process by which recommendations to Council on the expenditure of the trust funds must be made.

Part 3 of the agreement states:

"3 *Decisions not binding on Shire*

The parties acknowledge and agree that the decisions and recommendations of the Management Committee are advisory only, and are not binding on the Shire or the Shire's Council."

Part 4 of the Management Agreement states:

"4.1 *Use of Trust Payment*

The Shire covenants and agrees to deposit the Trust Payment into a trust fund in accordance with the provisions of the Local Government Act 1995, and to only use such funds for construction and development upon the Recreation Site.

4.2 Acknowledgement

The parties covenant and agree that the expenditure of the trust fund can only be approved by the Council of the Shire based on the recommendations of the Management Committee provided such expenditure is for construction and development upon the Recreation Site.”

POLICY IMPLICATIONS

Section 5.70 of the Shire of Chapman Valley Policy Manual 2014/2015 notes that 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 for trust accounts.

Section 5.140 of the Shire of Chapman Valley Policy Manual 2014/2015 notes the following when application is made for grant funding from third party sources to finance appropriate projects within the Shire:

- “(a) Delegate authority to the Chief Executive Officer to endorse grant applications/projects if funding resources are available within the Council’s adopted budget;*
- (b) If funding resources are not available within the adopted Council Budget for specific grant applications/projects, present the application to Council for endorsement, if possible, prior to the closure dates for the grant funding programs. Otherwise retrospective Council endorsement to commit funding resources will be required.*

All applications submitted, which require Council endorsement for additional funding resources, will be subject Council endorsement (i.e. the Committee does not have delegated authority to commit Council funding resources).”

FINANCIAL IMPLICATIONS

The developer made payment of \$300,000 (GST inclusive) to the Shire on 3 March 2014 and this amount has been deposited in a specifically created trust account for the purpose of expenditure upon Bill Hemsley Park. The Shire may consider supplementing this amount through future budgetary allocation and pursuit of external funding sources.

The transfer of the park site from private to public ownership has enabled the Shire to work with the community to create an area that meets its recreational and community requirements. In its consideration of the responsible and staged development of the park the Management Committee, and subsequently Council, should have regard for the following:

- the type of facilities that are demanded by the community (this would be established through a consultation process);
 - the type of facilities that are likely to be used by the community (this would be established through an evaluation and review process);
 - the capital and maintenance cost of the facilities (this would factor the initial and ongoing cost of any facility);
 - the appropriateness of the facilities in relation to their setting (this would include consideration of the facilities function, appearance and impact).
- **Long Term Financial Plan:**

The Shire of Chapman Valley Long Term Financial Plan (2013) received by Council at its 18 September 2013 meeting identifies this as a major project to be determined by the Management Committee. The Strategy also identifies that the project can only proceed if the majority of funds can be obtained from grants and should not proceed until all funding and a contract price is secured. With the payment of the developer contribution of \$300,000 (GST inclusive) on 3 March 2014 it should be noted that a key funding contribution has been secured, and that this can be increased through Council budgetary allocation, pursuit of grants and community contribution.

STRATEGIC IMPLICATIONS

The development of Bill Hemsley Park as a recreation and community node will capitalise on the Parkfalls Estate's radial network of bridle paths and roads that should lead to maximum utilisation of the site as it would be relatively easy to access for the community it will serve.

The concept plan previously prepared by the Parkfalls Residents Association is currently being modified to account for the issues raised by a neighbouring landowner petition and it is anticipated that the modified concept plan will be presented to the 24 July 2014 Management Committee meeting for further discussion with the concept plan to be presented to Council for further consideration and subsequent implementation in accordance with the priorities identified by the community survey.

The community survey undertaken by the Parkfalls Residents Association of 215 White Peak landowners sought to ascertain what form of facilities the community wanted, and did not want, to see developed upon the park site. 62 surveys were returned (29% response rate) and the results of the community survey were presented to the Management Committee at its 15 August 2013 meeting.

The survey indicated the community had a preference for the following:

- grassed area;
- shaded area;
- playground;
- native gardens;
- barbecue;
- gazebo; &
- walkways.

The survey did not indicate a level of support for the following:

- skate park;
- public toilets;
- oval;
- hall;
- sand pit;
- horse trail;
- basketball (half) court;
- lawn bowls; &
- tennis court.

The survey was not conclusive in relation to the following facilities, although it could be assumed therefore that they were not generally considered immediate priorities:

- amphitheatre; &
- closed gazebo.

The community survey did not indicate a level of support for a car park immediately off Redcliffe Concourse or Eliza Shaw Drive.

- **Strategic Community Plan:**

The Shire of Chapman Valley Strategic Community Plan 2013-2023 adopted by Council at its 19 June 2013 meeting lists developing community facilities to provide gathering places as a Community Strategy to achieve the outcome of stronger, inclusive communities across the Shire.

VOTING REQUIREMENTS

Simple Majority required.

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WOOD

SECONDED: CR MALUISH

That Council receive the Unconfirmed Minutes of the Bill Hemsley Park Management Committee meeting held on 6 June 2014, noting the following recommendations contained therein:

“That the Management Committee acknowledge receipt of the Redcliffe Concourse landowner petition and give consideration to the comments raised in the further development of the concept plan.”

“That the Management Committee recommend to Council that it allocate an amount of \$15,000 in the 2014/2015 budget for expenditure on development of Bill Hemsley Park as follows:

- 1 *Engagement of a solicitor to draft a legal agreement for presentation to the landowners of 9 Cargeeg Bend regarding the bore located upon their property whereby the Shire assumes responsibility for the continuing operation and maintenance of the bore in exchange for right of access to the water for servicing Bill Hemsley Park, with the 9 Cargeeg Bend landowner also being able to access the water for use on their own property.*
- 2 *In the event that the landowner of 9 Cargeeg Bend is in agreeance to signing the legal agreement as outlined in Part 1, Engagement of a surveyor to create an easement upon enabling right of access to the Shire to maintain and draw water from the bore.*
- 3 *Engagement of an appropriate contractor to draft the Bill Hemsley Park Masterplan utilising the previously prepared concept plan as a basis.*
- 4 *Engagement of a contractor at the appropriate time (upon completion of abovementioned part 3) to design and cost the Bill Hemsley Park water provision project (including repair and upgrade of the 9 Cargeeg Bend bore, pipe connection from the bore to the park, installation of tanks, pump and reticulation onsite at park).”*

Mr Battilana left Chambers at 9.58am

Mr Battilana re-entered Chambers at 10.01am

Voting 4/4
CASTING VOTE BY PRESIDENT– MOTION LOST
Minute Reference 06/14-5

COUNCIL RECOMMENDATION

MOVED: CR HUMPHREY

SECONDED: CR FORRESTER

That Council

- 1 Receive the Unconfirmed Minutes of the Bill Hemsley Park Management Committee meeting held on 6 June 2014
- 2 That the Management Committee acknowledge receipt of the Redcliffe Concourse landowner petition and give consideration to the comments raised in the further development of the concept plan.
- 3 Allocate an amount of \$15,000 for consideration in the 2014/2015 budget for expenditure on development of Bill Hemsley Park subject to Council approval.

Voting 7/1
CARRIED
Minute Reference 06/14- 6



Shire of
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BILL HEMSLEY PARK MANAGEMENT COMMITTEE MEETING

VENUE: Shire of Chapman Valley Chambers
3270 Chapman Valley Road, Nabawa
DATE: Friday 6 June 2014
TIME: 2:20pm - 4:20pm

UNCONFIRMED MINUTES

Order of Business

1.0 Welcome by the Chair – Councillor Trevor Royce

The Chairman opened the meeting of the Bill Hemsley Park Management Committee at 2:20pm.

2.0 Record of Attendance

Committee Members:

Trevor Royce (Chairman & Councillor - Shire of Chapman Valley)
Veronica Wood (Councillor - Shire of Chapman Valley)
Tom Davies (Parkfalls Residents Association)
Ian Maluish (Parkfalls Residents Association)

Observers:

Maurice Battilana (CEO-Shire of Chapman Valley)
Anthony Abbott (Building Surveyor/Project Officer-Shire of Chapman Valley)
Simon Lancaster (Minute Taker-Shire of Chapman Valley)

3.0 Apologies

Peter Sukiennik (Developer)
Ian Wheatland (Developer)
Nicole Batten (Community Development Officer-Shire of Chapman Valley)



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4.0 Confirmation of Previous Meeting Minutes (6 February 2014)

COMMITTEE RESOLUTION

"That the minutes of the previous meeting held on Thursday 6 February 2014 be confirmed as a true and accurate record."

Moved: Tom Davies

Seconded: Ian Maluish
Voting 4/0
CARRIED

5.0 Items for discussion

5.1 Redcliffe Concourse landowner petition

General discussion over issues raised in the petition and process by which Redcliffe Concourse landowners could be included in further development of park design.

COMMITTEE RESOLUTION

"That the Management Committee acknowledge receipt of the Redcliffe Concourse landowner petition and give consideration to the comments raised in the further development of the concept plan."

Moved: Tom Davies

Seconded: Veronica Wood
Voting 4/0
CARRIED

5.2 Update on water options (Cargeeg Bend bore and Scheme Water)

The initial test results from the bore located upon 9 Cargeeg Bend were provided to the Management Committee.

Anthony Abbott advised he had spoken with the landowner of 9 Cargeeg Bend and that they were receptive to a legal agreement being drafted whereby the Shire assume responsibility for the bore in exchange for right of access to the water for servicing the park, with the 9 Cargeeg Bend landowner also able to access the water for use on their own property.

General discussion over scheme water and groundwater provision to park, and at what time scheme water connection should take place.



General discussion over whether seed capital, design works and groundwater access legal agreement should be funded through the park trust account or Council budget allocation.

COMMITTEE RESOLUTION

"That the Management Committee recommend to Council that it allocate an amount of \$15,000 in the 2014/2015 budget for expenditure on development of Bill Hemsley Park as follows:

- 1 Engagement of a solicitor to draft a legal agreement for presentation to the landowners of 9 Cargeeg Bend regarding the bore located upon their property whereby the Shire assumes responsibility for the continuing operation and maintenance of the bore in exchange for right of access to the water for servicing Bill Hemsley Park, with the 9 Cargeeg Bend landowner also being able to access the water for use on their own property.*
- 2 In the event that the landowner of 9 Cargeeg Bend is in agreeance to signing the legal agreement as outlined in Part 1, Engagement of a surveyor to create an easement upon enabling right of access to the Shire to maintain and draw water from the bore.*
- 3 Engagement of an appropriate contractor to draft the Bill Hemsley Park Masterplan utilising the previously prepared concept plan as a basis.*
- 4 Engagement of a contractor at the appropriate time (upon completion of abovementioned part 3) to design and cost the Bill Hemsley Park water provision project (including repair and upgrade of the 9 Cargeeg Bend bore, pipe connection from the bore to the park, installation of tanks, pump and reticulation onsite at park)."*

Moved: Ian Maluish

Seconded: Veronica Wood
Voting 4/0
CARRIED

5.3 Preliminary costs for Bill Hemsley Park concept plan (capital works)

General discussion on costings included in Agenda and further discussion on costings for for grassed area and installation of reticulation.



5.4 Preliminary costs for Bill Hemsley Park (maintenance)

General discussion.

5.5 Potential Funding Sources (Trust, Shire budget, other/grant)

General discussion concerning available grants, and that some of the upcoming grant opportunities may not be entirely relevant to the project (or not suitable to the project in its current design stage).

General discussion that community group grants such as Foundation for Rural & Regional Renewal; Culture, Arts, Tourism and Community Heritage Program, or LotteryWest - Conservation of Natural Heritage, will require some in-kind contribution from the community group and local government support, however, cash contribution is always highly valued.

General discussion that funding providers, such as the Mid West Development Commission have mandatory requirements that there is a cash contribution. Larger projects, such as a large playground or other infrastructure, will also require some cash contribution. Department of Sport and Recreation Trails program and other small grants will also require cash contribution totalling 1/3 of the total project cost.

General discussion that a master plan would assist in identifying the areas where grants might be lodged and would also make grant applications more competitive by demonstrating pre-planning, consultation and costing.

General discussion concerning reduction in available grant sources but that the various aspects of the park design (e.g. trails, encouraging community participation and fitness etc.) may assist when lodging grant applications.

Feedback provided from Parkfalls Residents Association meeting that did not want to utilise Greenough Regional Prison labour on park.

5.6 Process for expenditure of Trust account funds

Part 3 of the Management Committee Agreement provided confirming that the decisions and recommendations of the Management Committee are advisory only, and are not binding on Council.



Part 4 of the Management Agreement provided confirming that the expenditure of the trust fund can only be approved by Council based on the recommendations of the Management Committee provided such expenditure is for construction and development upon the Recreation Site.

5.7 Park Naming Event/Statement

General discussion over the holding of an event at the park to recognise the commencement of the siteworks phase of the project and that this event could also include a naming ceremony that might include the installation of an entry statement/signage/plaque and the unveiling or display on-site of the completed master plan.

General discussion that invitation might be made to Anne Hemsley the widow of Bill Hemsley who has previously contacted the Shire expressing an interest in planting a tree at the park and possibly this might be located in proximity to/tied in with the entry statement to the park. Other invited parties could also include relevant politicians if the park's development has been part funded through successful grant applications.

General agreement that it would be premature to hold an event at this stage, and this will be appropriate once the master plan and preliminary costings have been completed and there is greater certainty on a commencement date for on-ground works.

6.0 General Discussion

Parkfalls Residents Association to undertake further modification to the concept plan arising from the issues raised by the received petition and also from the general discussion at the Management Committee meeting and present the updated concept plan at the next meeting of the Management Committee for further discussion.

Parkfalls Residents Association to provide a draft floor plan for the proposed building shown upon the concept plan and present this at the next meeting of the Management Committee for further discussion and to assist the Shire in preparing costings.

Shire to continue to obtain quotes and examples of work from suitable consultants to undertake the drafting of the Bill Hemsley Park Master Plan, with a view to the Management Committee recommending the appointment



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to Council of a firm following adoption of the Council budget (with financial allocation for this master plan drafting) and further discussion on the modified concept plan.

Shire to undertake on-site surveying in-house to provide more level/contour data for (appointed) master plan consultant.

7.0 Next Meeting

2:00pm Thursday 24th July 2014

8.0 Close

The meeting was declared closed by the Chairman at 4:20pm.

Meeting adjourned at 10.14am

Meeting recommenced at 10.20am with Mrs Raymond and Mrs Williams in attendance

9.2 Finance June 2014

Contents

9.2 AGENDA ITEMS

- 9.2.1 Financial Reports for May 2014
- 9.2.2 Corporate Business Plan
- 9.2.3 Budget Variation Reserves

AGENDA ITEM:	9.2.1
SUBJECT:	FINANCIAL REPORTS FOR MAY 2014
PROPONENT:	SHIRE OF CHAPMAN VALLEY
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	307.04
PREVIOUS REFERENCE:	N/A
DATE:	18 JUNE 2014
AUTHOR:	DIANNE RAYMOND & KRISTY WILLIAMS

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 May 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 May financial statements.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR FORRESTER

SECONDED: CR WOOD

That Council receive the financial report for the month of May 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 8/0
CARRIED
Minute Reference 06/14-7**

SHIRE OF CHAPMAN VALLEY

BANK RECONCILIATION

As at 31 May 2014

SYNERGY

<u>Balance as per Cash at Bank Account GL 160000</u>	20,945.72
<u>Balance as per Cash at Bank Account GL 170000</u>	1808557.86
Plus Income on smt not in system	873.25
Less Expenditure on smt not in system	0.00

\$1,830,376.83

BANK

Business Account (Account No 000040)	\$ 21,146.46
Investment Accounts (Account No 305784)	\$ 1,808,557.86
	<u>1,829,704.32</u>

<i>Less Outstanding Payments</i>	-
<i>Plus Outstanding Deposits</i>	672.51
<i>Less Receipts Not Posted to GL</i>	
<i>Plus Transfer from Trust to Muni</i>	-

\$ 1,830,376.83

Difference Check 0.00

Date Completed: 4-Jun-14

Completed by: Moreen Stewart
Finance Officer



Reviewed by: Dianne Raymond
Office Manager



List of Accounts Paid - May 2014

Chq/EFT	Date	Name	Amount
MUNICIPAL ACCOUNT			
4909	01/05/2014	Petty Cash	-280.00
4910	22/05/2014	GREGORY ROBERT JOHN MONCRIEFF	-528.09
EFT16745	07/05/2014	VEOLIA ENVIRONMENTAL SERVICES	-14537.93
EFT16746	07/05/2014	Aussie Natural Spring Water Geraldton	-203.20
EFT16747	07/05/2014	BATTILANA, MAURICE	-413.62
EFT16748	07/05/2014	Batavia Fencing	-10593.00
EFT16749	07/05/2014	NSA PTY LTD	-1870.00
EFT16750	07/05/2014	Simon Lancaster	-202.00
EFT16751	07/05/2014	Valley Tavern	-1716.00
EFT16752	07/05/2014	Western Australian Local Government Association.	-1278.33
EFT16753	07/05/2014	Western Australian Treasury Corporation	-1912.70
EFT16755	15/05/2014	AMP National Mutual	-149.64
EFT16756	15/05/2014	Rest Superannuation	-490.98
EFT16757	15/05/2014	Apprentice and Traineeship Company - Midwest	-892.75
EFT16758	15/05/2014	Australian Communications and Media Authority	-103.00
EFT16759	15/05/2014	Australian Performing Right Association Ltd	-67.07
EFT16760	15/05/2014	BT Business Super	-215.09
EFT16761	15/05/2014	Brookdale Farms Pty Ltd	-11880.00
EFT16762	15/05/2014	COLONIAL FIRST STATE	-1217.70
EFT16763	15/05/2014	Five Star Business Equipment and Communications	-894.27
EFT16764	15/05/2014	LGSP	-6680.81
EFT16765	15/05/2014	Midwest Mowers and Small Engines	-1285.00
EFT16766	15/05/2014	Mooreview Plants & Trees	-2250.00
EFT16767	15/05/2014	SHIRE OF CV TRUST ACCOUNT	-100.00
EFT16768	15/05/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT16769	15/05/2014	Stockyard Stock Supplies	-170.00
EFT16770	15/05/2014	Tanya Henkel	-520.30
EFT16771	15/05/2014	Western Resource Recovery Pty Ltd	-414.75
EFT16772	15/05/2014	Westscheme	-186.15
EFT16773	23/05/2014	Synergy	-1629.15
EFT16774	22/05/2014	ALICIA PAWELSKI	-500.00
EFT16775	22/05/2014	Apprentice and Traineeship Company - Midwest	-92.86
EFT16776	22/05/2014	Courier Australia - Toll Ipec	-28.48
EFT16777	22/05/2014	Geraldton Fuel	-27248.91
EFT16778	22/05/2014	Geraldton Sign Makers	-143.00
EFT16779	22/05/2014	Parkfalls Mowing Service	-600.00
EFT16780	22/05/2014	Shire of Northampton	-313.50
EFT16781	22/05/2014	Southside Mechanical Services	-335.90
EFT16782	22/05/2014	TALIS CONSULTANTS PTY LTD	-4427.50
EFT16783	21/05/2014	Australian Taxation Office	-67662.00
EFT16784	29/05/2014	AMP National Mutual	-165.58
EFT16785	29/05/2014	City of Greater Geraldton	-100.00
EFT16786	29/05/2014	Rest Superannuation	-428.02
EFT16787	29/05/2014	Synergy	-2909.80
EFT16788	29/05/2014	Telstra	-1909.54
EFT16789	29/05/2014	Water Corporation	-43.23
EFT16794	28/05/2014	Australian Local Government Association	-1998.00
EFT16795	28/05/2014	O'Donnell, Earl	-119.85
EFT16796	28/05/2014	SHIRE OF CV TRUST ACCOUNT	-16.00
EFT16797	28/05/2014	Howard Porter	-225500.01
EFT16798	30/05/2014	AMPAC Debt Recovery (WA) Pty Ltd	-452.65
EFT16799	30/05/2014	Atom Supplies	-435.30

Chq/EFT	Date	Name	Amount
EFT16800	30/05/2014	Aussie Natural Spring Water Geraldton	-297.50
EFT16801	30/05/2014	Australia Post	-145.03
EFT16802	30/05/2014	BT Business Super	-197.08
EFT16803	30/05/2014	Batavia Concrete	-479.60
EFT16804	30/05/2014	Batavia Metal Roofing	-29898.00
EFT16805	30/05/2014	Battery Mart	-199.10
EFT16806	30/05/2014	Bridgestone Tyre Centre	-2094.00
EFT16807	30/05/2014	Bunnings Group Limited	-855.47
EFT16808	30/05/2014	CJD Equipment PTY LTD	-408.07
EFT16809	30/05/2014	COLONIAL FIRST STATE	-1618.99
EFT16810	30/05/2014	Central West Pump Service	-1185.80
EFT16811	30/05/2014	Coates Hire Operations Pty Ltd	-81.44
EFT16812	30/05/2014	Courier Australia - Toll Ipec	-37.86
EFT16813	30/05/2014	Engineering Online Australia Pty Ltd	-594.00
EFT16814	30/05/2014	GHS Solutions	-185.63
EFT16815	30/05/2014	Geraldton Ag Services	-178.46
EFT16816	30/05/2014	Geraldton Decorator Centre T/A Paint Place Geraldton	-143.00
EFT16817	30/05/2014	Geraldton Trophy Centre	-23.00
EFT16818	30/05/2014	Glenfield IGA	-47.13
EFT16819	30/05/2014	Greenfield Technical Services	-4782.80
EFT16820	30/05/2014	Hitachi Construction Machinery Australia Pty Ltd	-679.45
EFT16821	30/05/2014	Holcim	-30629.58
EFT16822	30/05/2014	Hoppys Parts R Us	-124.58
EFT16823	30/05/2014	JLW Engineering	-154.00
EFT16824	30/05/2014	JR & A Hersey Pty Ltd	-692.75
EFT16825	30/05/2014	Komatsu - Geraldton	-32999.98
EFT16826	30/05/2014	LANDGATE	-288.75
EFT16827	30/05/2014	LGSP	-7025.89
EFT16828	30/05/2014	Leading Edge Computers	-4544.00
EFT16829	30/05/2014	McIntosh & Son	-72.96
EFT16830	30/05/2014	Midwest Chemical & Paper	-319.69
EFT16831	30/05/2014	Midwest Pest Management	-1760.00
EFT16832	30/05/2014	NEVILL & CO PTY LTD	-833.35
EFT16833	30/05/2014	SHIRE OF CV TRUST ACCOUNT	-100.00
EFT16834	30/05/2014	STAPLES AUSTRALIA PTY LIMITED	-630.56
EFT16835	30/05/2014	Scoop Design	-135.85
EFT16836	30/05/2014	Shire of Chapman Valley - Muni Account	-100.38
EFT16837	30/05/2014	Statewide Steel Pty Ltd	-633.00
EFT16838	30/05/2014	Thurkles Dozing	-28400.00
EFT16839	30/05/2014	Totally Work Wear	-52.80
EFT16840	30/05/2014	Truckline	-181.78
EFT16841	30/05/2014	UHY Haines Norton Chartered Accountants	-11356.50
EFT16842	30/05/2014	VEOLIA ENVIRONMENTAL SERVICES	-3607.80
EFT16843	30/05/2014	Western Australian Treasury Corporation	-11712.89
EFT16844	30/05/2014	Westrac Pty Ltd	-50390.33
EFT16845	30/05/2014	Westscheme	-186.15
EFT16846	30/05/2014	Wonthella Supa IGA	-193.18
			<u>-629,470.20</u>

TRUST ACCOUNT

EFT16754	07/05/2014	Shire of Chapman Valley - Muni Account	-9795.00
EFT16847	29/05/2014	Caitlin Farrell	-500.00
			<u>-10,295.00</u>

Shire of Chapman Valley

MONTHLY FINANCIAL REPORT

For the Period Ended 31st May 2014

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Shire of Chapman Valley
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 31st May 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)		
Note	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	
Operating Revenues						
Grants, Subsidies and Contributions	932,997	932,997	838,479	(94,518)	(11.3%)	▼
Profit on Asset Disposal	135,112	0	198,163	198,163	100.0%	▲
Fees and Charges	386,221	386,221	349,959	(36,262)	(10.4%)	▼
Interest Earnings	66,140	60,577	79,975	19,398	24.3%	▲
Other Revenue	1,000	902	3,084	2,182	70.8%	
Total (Excluding Rates)	1,521,470	1,380,697	1,469,660	88,963		
Operating Expense						
Employee Costs	(1,239,837)	(1,219,845)	(1,040,036)	179,809	17.3%	▼
Materials and Contracts	(1,786,334)	(1,555,000)	(758,528)	796,472	105.0%	▼
Utilities Charges	(63,860)	(56,683)	(56,077)	606	1.1%	
Depreciation (Non-Current Assets)	(1,061,505)	(972,961)	(969,423)	3,538	0.4%	
Interest Expenses	(22,740)	(20,801)	(12,443)	8,358	67.2%	
Insurance Expenses	(190,096)	(181,988)	(186,516)	(4,528)	(2.4%)	
Loss on Asset Disposal	0	0	0	0		
Other Expenditure	(5,000)	(4,499)	(25,175)	(20,676)	(82.1%)	▲
Total	(4,369,372)	(4,011,777)	(3,048,198)	963,579		
Funding Balance Adjustment						
Add Back Depreciation	1,061,505	972,961	969,423	(3,538)	(0.4%)	
Adjust (Profit)/Loss on Asset Disposal	(135,112)	0	(198,163)	(198,163)	100.0%	
Adjust Provisions and Accruals	0	0	0	0		
Net Operating (Ex. Rates)	(1,921,509)	(1,658,119)	(807,278)	850,841		
Capital Revenues						
Grants, Subsidies and Contributions	2,090,058	2,090,058	1,018,899	(1,071,159)	(105.1%)	▼
Proceeds from Disposal of Assets	372,425	372,425	363,437	(8,988)	(2.5%)	
Proceeds from New Debentures	160,000	160,000	151,500	(8,500)	(5.6%)	
Transfer from Reserves	177,789	133,342	12,459	(120,883)	(970.2%)	▼
Total	2,800,272	2,755,825	1,546,295	(1,209,530)		
Capital Expenses						
Land and Buildings	(187,294)	(137,170)	(75,366)	61,804	82.0%	▼
Plant and Equipment	(655,360)	(655,360)	(318,130)	337,230	106.0%	▼
Furniture and Equipment	0	0	(8,721)	(8,721)	(100.0%)	
Tools and Equipment	(9,000)	0	0	0		
Infrastructure Assets - Roads	(2,926,988)	(2,665,661)	(1,358,419)	1,307,242	96.2%	▼
Repayment of Debentures	(186,585)	(182,458)	(162,366)	20,092	12.4%	▼
Transfer to Reserves	(43,805)	(32,854)	(31,080)	1,774	5.7%	
Total	(4,009,032)	(3,673,503)	(1,954,082)	1,719,421		
Net Capital	(1,208,760)	(917,678)	(407,787)	509,891		
Total Net Operating + Capital	(3,130,269)	(2,575,797)	(1,215,065)	1,360,732		
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%	
Closing Funding Surplus(Deficit)	29,640	584,112	1,943,302	1,359,190		

Shire of Chapman Valley
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31st May 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 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Note						
Operating Revenues	\$	\$	\$	\$	%	
Governance	10,527	10,527	10,055	(472)	(4.69%)	
General Purpose Funding	470,561	366,130	483,638	117,508	24.30%	▲
Law, Order and Public Safety	451,960	451,960	164,640	(287,320)	(174.51%)	▼
Health	4,820	4,400	7,177	2,777	38.69%	
Education and Welfare	7,100	7,100	7,149	49	0.69%	
Housing	200,644	130,451	228,212	97,761	42.84%	▲
Community Amenities	520,636	520,636	379,259	(141,377)	(37.28%)	▼
Recreation and Culture	125,069	125,069	116,163	(8,906)	(7.67%)	
Transport	1,769,615	1,769,615	1,004,882	(764,733)	(76.10%)	▼
Economic Services	21,650	21,650	29,457	7,807	26.50%	
Other Property and Services	68,961	63,217	57,928	(5,289)	(9.13%)	
Total (Excluding Rates)	3,651,543	3,470,755	2,488,560	(982,195)		
Operating Expense						
Governance	(415,123)	(311,709)	(275,869)	35,840	12.99%	▼
General Purpose Funding	(233,785)	(199,173)	(163,555)	35,618	21.78%	▼
Law, Order and Public Safety	(141,290)	(113,831)	(151,730)	(37,899)	(24.98%)	▲
Health	(25,664)	(23,496)	(16,040)	7,456	46.48%	
Education and Welfare	(1,276)	(1,155)	(656)	499	76.07%	
Housing	(36,375)	(29,524)	(29,880)	(356)	(1.19%)	
Community Amenities	(1,150,470)	(1,150,470)	(531,437)	619,033	116.48%	▼
Recreation and Culture	(464,862)	(414,645)	(333,694)	80,951	24.26%	▼
Transport	(1,709,722)	(1,567,338)	(1,306,980)	260,358	19.92%	▼
Economic Services	(186,783)	(184,899)	(159,442)	25,457	15.97%	▼
Other Property and Services	(44,037)	(15,537)	(78,916)	(63,379)	(80.31%)	▲
Total	(4,409,387)	(4,011,777)	(3,048,199)	963,578		
Funding Balance Adjustment						
Add back Depreciation	1,061,505	972,961	969,423	(3,538)	(0.36%)	
Adjust (Profit)/Loss on Asset Disposal	(135,112)	0	(198,163)	(198,163)	100.00%	
Adjust Provisions and Accruals	0	0	0	0		
Net Operating (Ex. Rates)	168,549	431,939	211,621	(220,318)		
Capital Revenues						
Proceeds from Disposal of Assets	372,425	372,425	363,437	(8,988)	(2.47%)	
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)	(970.25%)	▼
Total	710,214	665,767	527,396	(138,371)		
Capital Expenses						
Land and Buildings	(187,294)	(137,170)	(75,366)	61,804	82.01%	▼
Plant and Equipment	(655,360)	(655,360)	(318,130)			
Furniture and Equipment	0	0	(8,721)			
Tools and Equipment	(9,000)	0	0	0		
Infrastructure Assets - Roads	(2,926,988)	(2,665,661)	(1,358,419)	1,307,242	96.23%	▼
Repayment of Debentures	(186,585)	(182,458)	(162,366)	20,092	12.37%	▼
Transfer to Reserves	(43,805)	(32,854)	(31,080)	1,774	5.71%	
Total	(4,009,032)	(3,673,503)	(1,954,082)	1,390,912		
Net Capital	(3,298,818)	(3,007,736)	(1,426,686)	1,252,541		
Total Net Operating + Capital	(3,130,269)	(2,575,797)	(1,215,065)	1,032,223		
Rate Revenue	2,074,890	2,074,890	2,073,348	(1,542)	(0.07%)	
Opening Funding Surplus(Deficit)	1,085,019	1,085,019	1,085,019	0	0.00%	
Closing Funding Surplus(Deficit)	29,640	584,112	1,943,302	1,030,681		

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 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 31st May 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 31st May 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 31st May 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 31st May 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 Councils eight councillors, who normally meet the third Wednesday of each month, make policy decisions, review Councils 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 Councils 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 31st May 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

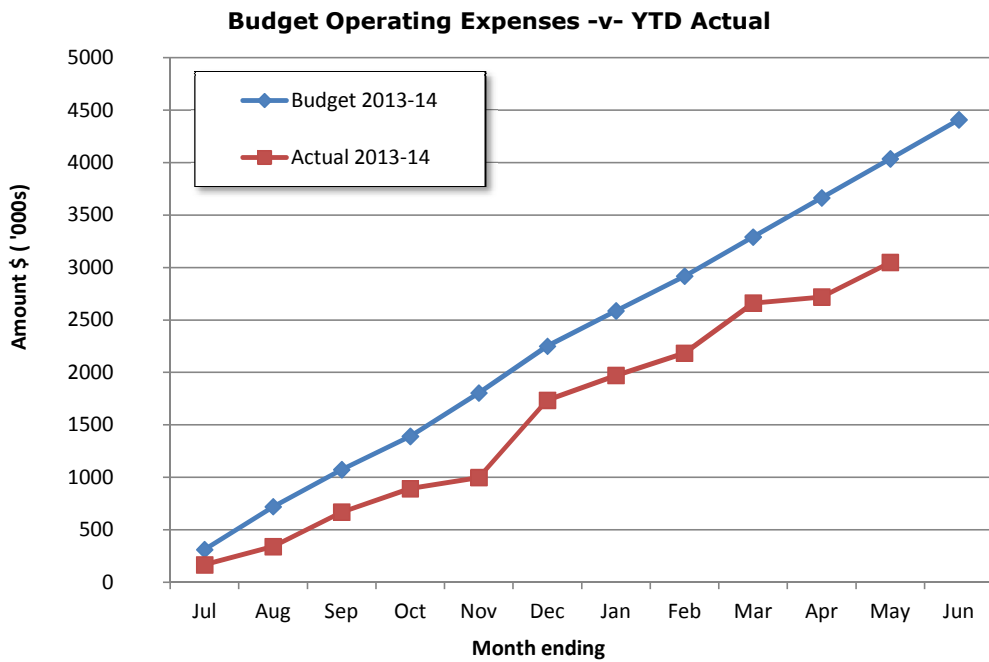
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES

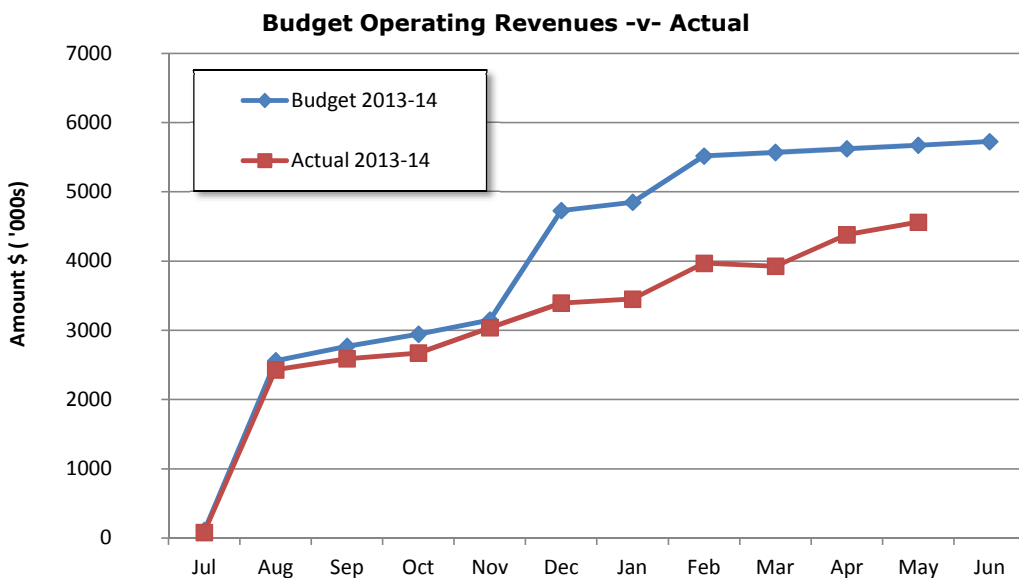
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

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

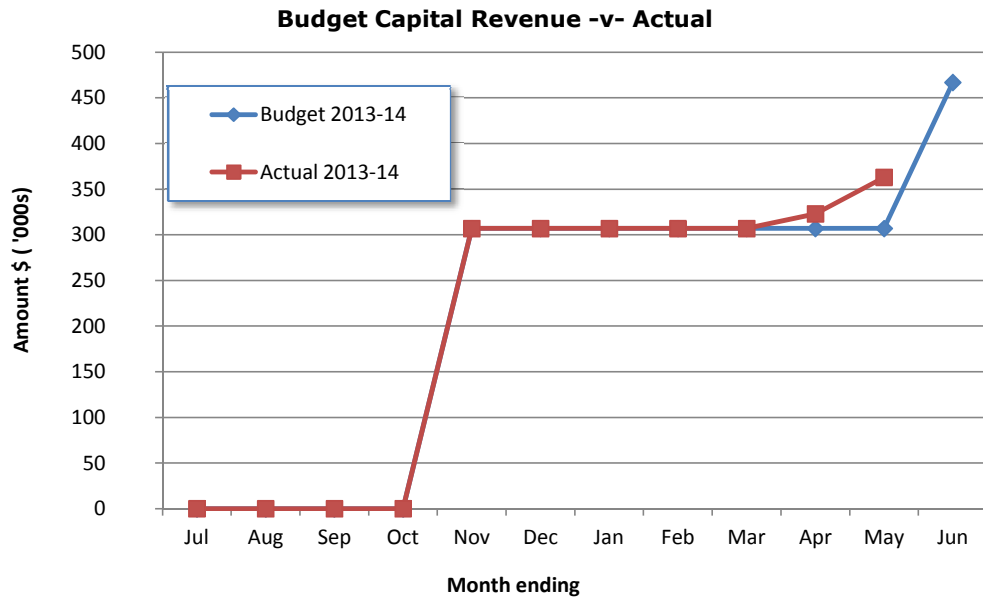
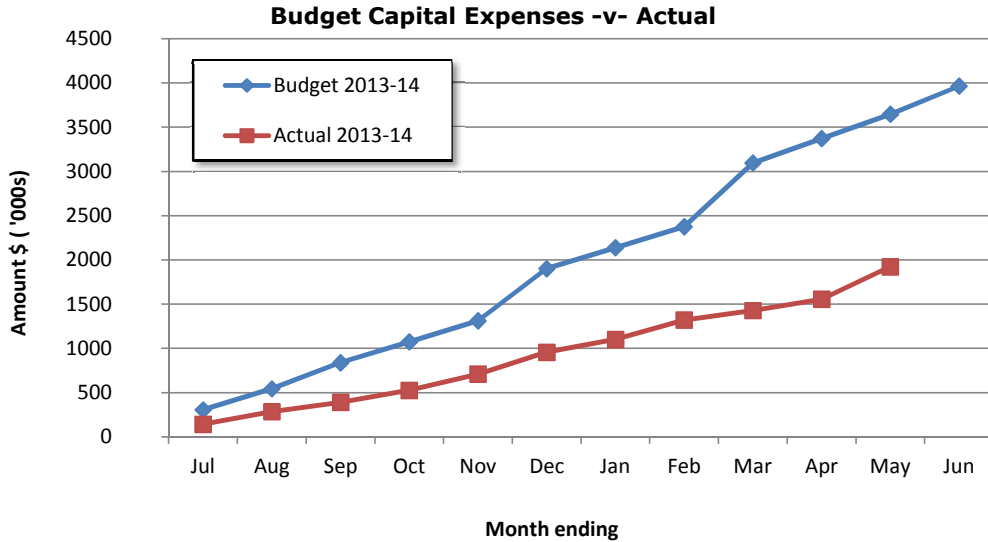


Comments/Notes - Operating Expenses



Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

Note 2 - Graphical Representation - Source Statement of Financial Activity

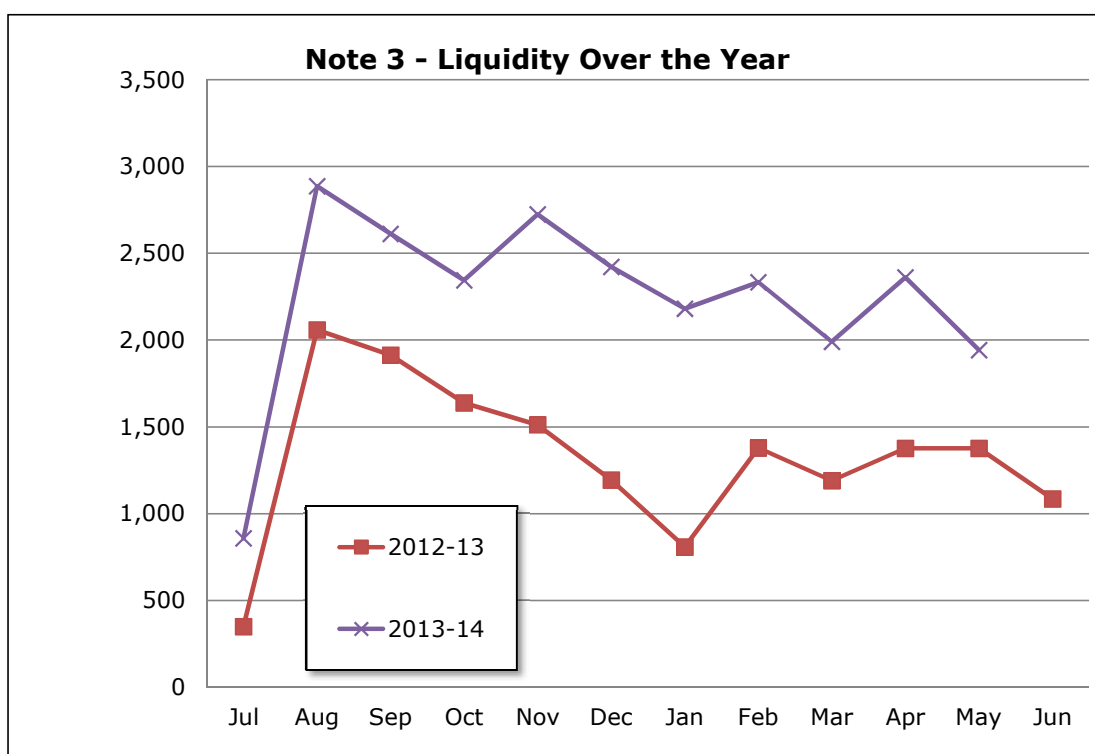


Comments/Notes - Capital Revenues

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

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

	Positive=Surplus (Negative=Deficit)			
	2013-14			
	Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$	
Current Assets				
Cash Unrestricted	1,830,204	2,290,069	1,298,979	
Cash Restricted	1,165,670	1,163,376	1,620,760	
Receivables - Rates and Rubbish	94,227	117,776	106,668	
Receivables -Other	22,514	44,378	109,294	
Tax Receivable	12,431	0	0	
Inventories	10,600	10,600	4,434	
	3,135,646	3,626,199	3,140,135	
Less: Current Liabilities				
Payables	(26,674)	(25,899)	(71,925)	
GST Payable	0	(75,637)	(71,381)	
Provisions	(256,491)	(256,491)	(168,966)	
	(283,165)	(358,027)	(312,272)	
Less: Cash Restricted	(1,165,670)	(1,163,376)	(1,620,760)	
Less: Loan Liability not required to be funded	256,491	256,491	168,966	
Net Current Funding Position	1,943,302	2,361,287	1,376,069	



Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

FM Reg

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

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
At Call (000040)		21,646			21,646	WBC	Call
At Call (305784)		1,808,558			1,808,558	WBC	Call
At Call (000067)				180,340			
(b) Term Deposits							
TD 39-6911 - Leave			41,211		41,211	WBC	
TD 39-6938 - Water			13,508		13,508	WBC	
TD 39-6903 - Office			17,654		17,654	WBC	
TD 39-2531 - Vehicle			104,164		104,164	WBC	
TD 39-2582 - Legal			27,751		27,751	WBC	
TD 39-6946 - Grants			608		608	WBC	
TD 39-2574 - Land			117,405		117,405	WBC	
TD 39-2590 - Roadworks			109,971		109,971	WBC	
TD 39-2582 - Landcare			82,916		82,916	WBC	
TD 39-2558 - Building			650,481		650,481	WBC	
TD 462763 - POS Bill Hemsley Park				272,727		WBC	11.08.2014
TD 454181 - POS Wokarena				122,895		WBC	30.07.2014
TD 454202 - Wokarena Intersection Upgrade				109,587		WBC	30.07.2014
Total		1,830,204	1,165,669	685,549	2,995,873		

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

FM Reg
(2)(b)

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	Variance		\$'000	
	Timing	Permanent	Timing	Permanent
5.1 OPERATING REVENUE (EXCLUDING RATES)				
5.1.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS				
GL 0862 Emergency Evacuation Plan - if unspent will be transferred to restricted		■		13
GL 2203 Landcare grant not yet received	■		-143	
GL 2123 State NRM				75
GL 3633 Mens Shed grant not yet received		■	-38	
GL 4513 Diesel Fuel Rebate exceeds budget estimate		■		30
FAGS grant funding timing difference	■		91	
5.1.2 PROFIT ON ASSET DISPOSAL				
5.1.3 FEES AND CHARGES				
GL 7302 Private Works less than budget		■		-24
5.1.4 INTEREST EARNINGS				
GL 0453 Interest received on municipal fund exceeds budget		■		19
5.1.5 OTHER REVENUE				
5.2 OPERATING EXPENSES				
5.2.1 EMPLOYEE COSTS				
5.2.2 MATERIAL AND CONTRACTS				
FBT has not been paid in instalments this year	■		15	
GL 0632 Staff training is currently budget under budget	■		18	
GL 0682 Consultancy is currently under budget, \$25000 will be expended in July for revaluation of land and buildings and the remainder needs to be transferred to salaries for the accounting work	■		40	
GL 1762 Domestic rubbish collection below budget. The supplier invoices have been delayed and it is expected to pay these funds by year end.	■		44	
GL 1892 Waste Mgt Facility	■		22	
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	■		16	
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	■			
GL 3126 Regional Road Group road projects materials to be purchased	■		250	
5.2.3 UTILITY CHARGES				
5.2.4 DEPRECIATION (NON CURRENT ASSETS)				
5.2.5 INTEREST EXPENSES				
5.2.6 INSURANCE EXPENSES				
5.2.7 LOSS ON ASSET DISPOSAL				
5.2.8 OTHER EXPENDITURE				

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

FM Reg
(2)(b)

Note 5: MAJOR VARIANCES

Comments/Reason for Variance	Variance		\$'000	
	Timing	Permanent	Timing	Permanent
5.3 CAPITAL REVENUE				
5.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS				
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
5.3.2 PROCEEDS FROM DISPOSAL OF ASSETS				
5.3.3 PROCEEDS FROM NEW DEBENTURES				
5.3.4 PROCEEDS FROM SALE OF INVESTMENT				
5.3.5 PROCEEDS FROM ADVANCES				
5.3.6 SELF-SUPPORTING LOAN PRINCIPAL				
5.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)				
GL 2055 Transfer from Landcare Reserve is not yet required, it is for the expenditure for the declared species group	■		-50	
5.4 CAPITAL EXPENSES				
5.4.1 LAND HELD FOR RESALE				
5.4.2 LAND AND BUILDINGS				
Proposed new Yuna Hall is under budget as it not expected to be completed this year. It will have no impact on the budget as it is funded from a reserve transfer	■		80	
Yuna Hall asbestos roof removal		■	-27	
5.4.3 PLANT AND EQUIPMENT				
Works Supervisor dual cab ute no longer being purchased this year	■		38	
GL 0915 FESA fire vehicle not yet received	■		303	
5.4.4 FURNITURE AND EQUIPMENT				
5.4.5 INFRASTRUCTURE ASSETS - ROADS				
GL 3125 East Bowes Road work delayed until 14/15 due to funding delay		■		843
GL 3126 Regional Road Group work not yet complete	■		425	
GL 3184 Eliza Shaw Road corner widening	■		15	
GL 3234 Blackspot Expenditure not yet complete	■		23	
5.4.6 INFRASTRUCTURE ASSETS - OTHER				
5.4.7 PURCHASES OF INVESTMENT				
5.4.8 REPAYMENT OF DEBENTURES				
5.4.9 ADVANCES TO COMMUNITY GROUPS				
5.4.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)				
5.4.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)				
5.5 OTHER ITEMS				
5.5.1 RATE REVENUE				
5.5.2 OPENING FUNDING SURPLUS(DEFICIT)		■		175
			824	751

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 31st May 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 31st May 2014

FM Reg 34

(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
(2,020)	(1,778)
94	107
94	107
95.55%	n/a

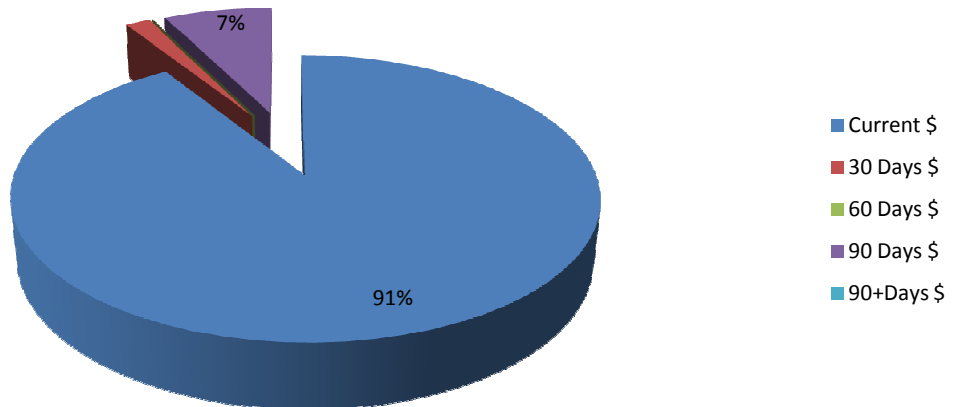
Receivables - General

Current	30 Days	60 Days	90 Days	90+Days
\$	\$	\$	\$	\$
20,494	370	0	1,650	0
		2,499		22,514

Total Outstanding

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 31st May 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 \$
General Rate								
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
Sub-Totals		688	185,710,725	1,972,072	9,584	5	1,981,661	1,829,806
Minimum Rates								
	Minimum \$							
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
Sub-Totals		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							(\$6,044)	(\$53,782)
Discounts							0	0
Totals							2,073,347	1,883,674

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

FM Reg
34 (2)(c) **Note 8: GRANTS AND CONTRIBUTIONS**

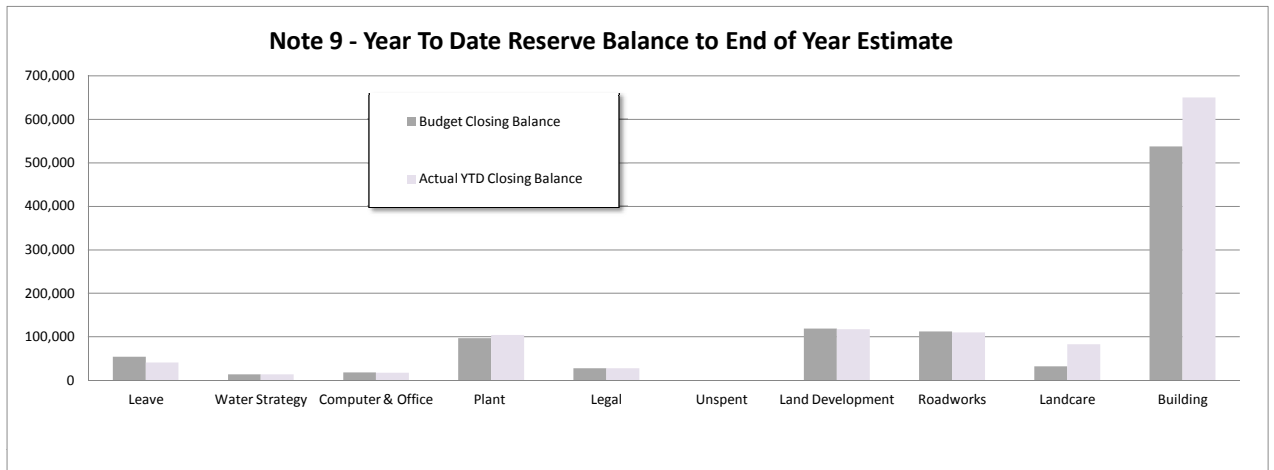
Comments - Grants and Contributions									
Program/Details GL	Provider	Approval (Yes/No)	2013-14 Budget \$	Variations Additions (Deletions) \$	Capital \$	Operating \$	Revised Grant \$	Recoup Status	
								Received \$	Not Received \$
GENERAL PURPOSE GRANTS									
Grants Commission Roads	Grants Comm.	Yes	231,081	0	0	231,081	231,081	229,848	1,233
Grants Commission Equalisation	Grants Comm.	Yes	159,825	0	0	159,825	159,825	155,700	4,125
ADMINISTRATION									
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
LAW, ORDER, PUBLIC SAFETY									
Emergency Evacuation Plan						13,278		13,278	(13,278)
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)		5,335	0	0	0
EDUCATION AND WELFARE									
Nabawa Playgroup improvements	RDA	No	16,000	(16,000)	16,000	0	0	0	0
HOUSING									
Local Government Energy Efficiency			13,197	(3,300)	0	13,197	9,897	0	9,897
COMMUNITY AMENITIES									
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	Corporate 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	28,240	12,650
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
Boxthorn 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
RECREATION AND CULTURE									
Capturing, Connecting and Celebrating the last 100 years	Dept Sustainability	Yes	11,049	0	11,049		11,049	11,049	0
Celebrating 100 years of Old Roads Board Building	Dept Sustainability	Yes	4,150	0	4,150		4,150	4,150	0
Conservation of Old Roads Board Building	Lotterywest	Yes	32,540	(4,950)	32,540		27,590	24,890	2,700
Nanson Museum Arbour Improvements Project	RDA	No	10,000	(10,000)	10,000		0	0	0
TRANSPORT									
REGIONAL ROAD GROUP									
Dartmoor Road gravel sheeting	MRWA	Yes	196,643	0	196,643		196,643	78,657	117,986
Yuna Tenindewa Road	MRWA	Yes	218,023	0	218,023		218,023	174,418	43,605
COMMODITY ROUTE FUNDING									
East Nabawa Road	MRWA	Yes	140,000	0	140,000		140,000	56,000	84,000
BLACKSPOT FUNDING									
Nabawa Yetna Road	MRWA	Yes	23,533	0	23,533		23,533	14,523	9,010
Chapman Valley Road	MRWA	Yes	25,333	(14,667)	25,333		10,666		10,666
ROADS TO RECOVERY									
East Bowes Road	Fed Govt	Yes	174,179	0	174,179		174,179	174,179	0
ROYALTIES FOR REGIONS									
East Bowes Road	Dept Reg Development	No	867,365	0	867,365		867,365	367,365	500,000
DIRECT ROAD GRANT									
Direct Road Grant	MRWA	Yes	91,440	0	91,440	91,440	91,440	91,440	0
ECONOMIC SERVICES									
OTHER PROPERTY & SERVICES									
TOTALS			3,577,516	(249,226)	2,317,479	1,364,755	3,328,290	1,675,943	1,657,748

Comments - Grants and Contributions

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

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

2013-14										
Name	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	1,025	0	0	0	(12,459)		54,446	41,212
Water Strategy	13,204	400	304	0	0	0	0		13,604	13,508
Computer & Office	12,646	500	343	4,665	4,665	0	0		17,811	17,654
Plant	101,820	5,000	2,344	0	0	(10,000)	0	Budget	96,820	104,164
Legal	27,126	840	625	0	0	0	0		27,966	27,751
Unspent	608	0	0	0	0	0	0		608	608
Land Development	114,706	4,500	2,698	0	0	0	0		119,206	117,404
Roadworks	107,496	5,000	2,475	0	0	0	0		112,496	109,971
Landcare	80,958	1,100	1,958	0	0	(50,060)	0	Budget	31,998	82,916
Building	635,838	20,000	14,643	0	0	(117,729)	0	Budget	538,109	650,481
	1,147,048	39,140	26,415	4,665	4,665	(177,789)	(12,459)		1,013,064	1,165,669



Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

FM Reg 34
(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	0	
Yuna Hall Roof	0		27,180	27,180	
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)	▼
Capital Totals	187,294	129,711	75,365	(54,346)	

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	108,006	(1,994)	▼
Side Tipper Trailer	90,000	90,000	96,457	6,457	▲
Dual Cab - Works Supervisor	38,500	38,500	0	(38,500)	▼
Capital Totals	655,360	655,360	318,130	(337,230)	

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	▲
Capital Totals	0	0	8,721	8,721	

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	
Capital Totals	9,000	0	0	0	

Infrastructure Assets Roads	Current Budget This Year			Variance (Under)Over	
	Full Year Budget	YTD Budget	Actual		
	\$	\$	\$	\$	
East Bowes Road	1,979,174	1,814,208	970,791	(843,417)	▼
Dartmoor Road	294,964	207,000	26,400	(180,600)	▼
Yuna Tenindewa Road	327,035	327,035	178,019	(149,016)	▼
East Nabawa Road	210,000	210,000	113,834	(96,166)	▼
Eliza Shaw Drive	15,000	15,000	0	(15,000)	▼
Chapman Valley Road	16,000	0	0	0	
Nabawa Yetna Road	84,815	92,400	69,375	(23,025)	▼
Capital Totals	2,926,988	2,665,643	1,358,419	(1,307,224)	

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 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	
	%		\$	\$	\$	\$	\$	\$	\$	
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	1,147	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	2,735	19,941	19,941	43,293	43,293	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	729	21,120	21,120	22,379	22,379	2014/15
		381,927	151,500	20,740	11,147	186,585	162,366	355,342	371,061	

Shire of Chapman Valley
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2014

FM Reg 34

(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
	\$	\$	\$	\$
Bonds - Hall Hire		(2,000)	2,000	0
Nomination Deposits		(480)	480	0
Building Commission		(9,107)	6,412	(2,695)
CTF Levy		(16,965)	11,587	(5,378)
Yuna Swimming Pool Subsidy		0	0	0
Sale of Land		0	0	0
Social Club	(901.00)	(2,330)	159	(3,073)
Refundable Deposit		(100)	100	0
Contribution from Sub-divider	(168,218.00)	(565,815)	76,697	(657,336)
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
	(188,967)	(596,047)	99,355	(685,659)

debited 31/6/14



Corporate Card Statement

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

RECEIVED
27 MAY 2014

BY:

Facility Number	00018023 20000001
Payment Due Date	30 May 2014
Closing Balance	\$5,537.97

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.

Company Name	Number of Cards	Annual % Rate			
Shire Of Chapman Valley	2	15.65%			
Contact Name	Facility Number	Credit Limit			
The Shire Clerk	00018023 20000001	10,000			
Statement From	Statement To	Payment Due Date	Opening Balance	Closing Balance	Available Credit
22 Apr 2014	20 May 2014	30 May 2014	100.90	5,537.97	4,462.03

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		
100.90	100.90 -	5,511.47	0.00	26.50	0.00	5,537.97	0.00



AGENDA ITEM:	9.2.2
SUBJECT:	CORPORATE BUSINESS PLAN
PROPONENT:	SHIRE OF CHAPMAN VALLEY
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	313.04
PREVIOUS REFERENCE:	
DATE:	18 JUNE 2014
AUTHOR:	KRISTY WILLIAMS - ACCOUNTANT

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Section 5.56(1) and (2) of the Local Government Act requires that each local government is 'to plan for the future of the district' by developing plans in accordance with the regulations. Section 19DA of the *Local Government (Administration) Regulations 1996* specifies the requirements of a Corporate Business Plan and the need to review the plan each year. Council adopted their first Corporate Business Plan on the 19th June 2013.

COMMENT

The Corporate Business Plan sets out Council's priorities over the next 4 years integrating the community aspirations into the operations of the local government. The Corporate Business Plan has been reviewed and updated. A draft version was presented to the Council at the last ordinary meeting of Council held on the 21st May 2014. Since that version year 1 of the plan has been modified based on the outcomes of the recent budget workshop held with Councillors on the 12th June 2014.

As the Corporate Business Plan is required to be reviewed annually Council are required to adopt the plan provided. If further amendments are requested the plan would need to be adopted subject to those amendments. The Plan is then to be forwarded to the Department of Local Government and notice is to be given to the public that the plan has been modified.

STATUTORY ENVIRONMENT

The process by which a local government shall prepare and review a Corporate Business Plan is prescribed within Section 19DA of the *Local Government (Administration) Regulations 1996*.

"19DA Corporate business plans, requirements for (Act Section 5.56)

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
 - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.”*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Ideally, the first of the Corporate Business Plan should be “sliced off” to form the 2014/2015 annual budget however Council still retain the discretion to vary the projects forming the annual budget. It should be noted that the Reserve fund transfers as outlined in the following agenda item are not included in this document.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR ROYCE

SECONDED: CR FARRELL

That Council adopt the Shire of Chapman Valley Corporate Business Plan 2015 to 2018, subject to any variations from the Reserve fund transfers, forward the document to the Department of Local Government and advertise the plan to the public.

**Voting 8/0
CARRIED
Minute Reference 06/14-8**

Shire of Chapman Valley Corporate Business Plan 2015 - 2018

Statement of Comprehensive Income by Nature and Type

	12/13 Actual \$000s	YTD April 14 \$000s	Base \$000s	2014 / 2015 \$000s	2015 / 2016 \$000s	2016 / 2017 \$000s	2017 / 2018 \$000s
INCOME: REVENUES FROM ORDINARY ACTIVITIES							
EXCLUDING PROFIT ON ASSET DISPOSAL, NON-OPERATING GRANTS, SUBSIDIES & CONTRIBUTIONS							
Rates	1,893	2,073	2,073	2,208	2,351	2,504	2,667
Operating Grants, Subsidies & Contributions	1,742	685	706	1,196	1,196	1,196	1,543
Fees & Charges	345	330	340	340	351	362	372
Interest Earnings	80	73	85	73	73	73	73
Other Revenue	6	3	4	3	3	3	3
Total Revenue	4,066	3,164	3,208	3,820	3,975	4,138	4,658
EXPENDITURE: EXPENSES FROM ORDINARY ACTIVITIES							
EXCLUDING LOSS ON ASSET DISPOSAL							
Employee Costs	(1,595)	(942)	(1,130)	(980)	(1,019)	(1,057)	(1,096)
Materials & Contracts	(1,910)	(624)	(850)	(643)	(665)	(684)	(704)
Utilities	(63)	(51)	(62)	(53)	(54)	(56)	(58)
Depreciation	(1,158)	(880)	(1,056)	(1,573)	(1,530)	(1,525)	(1,526)
Interest Expenses	(26)	(11)	(22)	(11)	(7)	(5)	(4)
Insurance	(172)	(186)	(186)	(192)	(198)	(204)	(210)
Other Expenditure	(48)	(25)	(30)	(31)	(32)	(33)	(34)
Total Expenditure	(4,972)	(2,719)	(3,336)	(3,482)	(3,505)	(3,563)	(3,631)
Sub-total	(906)	445	(128)	338	470	575	1,028
Non-Operating Grants, Subsidies & Contributions	2,205	1,019	1,211	3,537	954	722	722
Profit on Asset Disposals	4	198	407	-	-	-	-
Loss on Asset Disposals	(46)	-	-	-	-	-	-
Sub-total	2,163	1,217	1,618	3,537	954	722	722
NET RESULT	1,257	1,662	1,490	3,875	1,424	1,297	1,750
Other Comprehensive Income							
Changes in Valuation of non-current assets	1,952	-	-	-	-	-	-
Fair Value Revaluation	(830)	-	-	-	-	-	-
Total Other Comprehensive Income	1,122	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	2,379	1,662	1,490	3,875	1,424	1,297	1,750

0.44 1.04379 1.00666061 1.0164621 1.01897368

Operating Grants and Subsidies adjustment for BASE

FAGS - still to come is 4th qtr 96

50% received previous year 400 don't add this in to closing position for 13/14 (being 14/15 early payment)
but add in into 14/15 as it stands now 13/14 grants are only 50% with the
other 50% in the opening position.

Have received some landcare grants so far but not any excessive ones and expenditure is about the same

Shire of Chapman Valley 2015 - 2018

Statement of Comprehensive Income by Program

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
INCOME: REVENUES FROM ORDINARY ACTIVITIES							
EXCLUDING PROFIT ON ASSET DISPOSAL AND NON-OPERATING GRANTS, SUBSIDIES & CONTRIBUTIONS							
Governance	56	11	12	12	13	13	14
General Purpose Funding	2,729	2,452	2,560	3,152	3,287	3,430	3,929
Law, Order, Public Safety	31	37	37	38	39	40	42
Health	6	7	7	7	7	8	8
Education and Welfare	7	7	7	7	7	8	8
Housing	24	28	28	29	30	31	32
Community Amenities	705	345	270	278	286	295	304
Recreation and Culture	95	69	69	71	73	75	78
Transport	197	135	135	139	143	148	152
Economic Services	22	27	37	38	39	40	42
Other Property and Services	196	46	46	47	49	50	52
Total Revenue	4,068	3,164	3,208	3,820	3,975	4,138	4,658
EXPENDITURE: EXPENSES FROM ORDINARY ACTIVITIES							
EXCLUDING LOSS ON ASSET DISPOSAL AND FINANCE COSTS							
Governance	(443)	(253)	(304)	(317)	(319)	(325)	(331)
General Purpose Funding	(222)	(145)	(174)	(182)	(183)	(186)	(189)
Law, Order, Public Safety	(133)	(141)	(169)	(176)	(178)	(180)	(184)
Health	(22)	(15)	(18)	(19)	(19)	(19)	(20)
Education and Welfare	(2)	(1)	(1)	(1)	(1)	(1)	(1)
Housing	(13)	(29)	(35)	(37)	(37)	(37)	(38)
Community Amenities	(1,189)	(468)	(662)	(691)	(696)	(707)	(720)
Recreation and Culture	(398)	(307)	(368)	(384)	(387)	(393)	(400)
Transport	(2,259)	(1,138)	(1,332)	(1,390)	(1,425)	(1,444)	(1,467)
Economic Services	(191)	(143)	(171)	(178)	(180)	(183)	(186)
Other Property and Services	(76)	(68)	(81)	(85)	(89)	(94)	(97)
Total Expenditure	(4,948)	(2,708)	(3,315)	(3,460)	(3,512)	(3,569)	(3,635)
Sub-total	(880)	456	(107)	360	463	569	1,024
FINANCE COSTS							
Governance	(1)	-	-	-	-	-	-
Community Amenities	(3)	(2)	(2)	2.09	-	-	-
Recreation and Culture	(4)	(3)	(5)	5.22	3	2	2
Transport	(18)	(6)	(14)	14.61	4	3	2
	(26)	(11)	(21)	(22)	7	5	4
	(4,974)	(2,719)	(3,336)	(3,482)	(3,505)	(3,564)	(3,631)
NON-OPERATING GRANTS, SUBSIDIES, CONTRIBUTIONS							
Governance	-	-	-	-	-	-	-
Law, Order, Public Safety	107	114	417	550	-	-	-
Education and Welfare	-	-	-	-	-	-	-
Community Amenities	-	-	-	125	-	-	-
Recreation and Culture	-	40	40	1,050	300	25	25
Transport	2,008	865	754	1,802	654	697	697
Economic Services	89	-	-	10	-	-	-
Other Property and Services	-	-	-	-	-	-	-
Sub-total	2,204	1,019	1,211	3,537	954	722	722
PROFIT / (LOSS) ON DISPOSAL OF ASSETS							
Sub-total	(41)	198	407	-	-	-	-
NET RESULT							
	1,257	1,662	1,490	3,875	1,424	1,296	1,750
Other Comprehensive Income							
Changes in Valuation of non-current assets	1,952	-	-	-	-	-	-
Fair Value Revaluation	(830)	-	-	-	-	-	-
Total Other Comprehensive Income	1,122	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	2,379	1,662	1,490	3,875	1,424	1,296	1,750

Shire of Chapman Valley Corporate Business Plan 2015 -2018

Variable Assumptions Underpinning the Plan

	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
OPERATING REVENUES				
Rates - Annual Increases	6.5%	6.5%	6.5%	6.5%
Operating Grants, Subsidies and Contributions	0.0%	0.0%	0.0%	2.9%
Non-operating Grants, Subsidies, Contbns	<i>budgeted on a project basis</i>			
Fees and Charges	3.1%	3.3%	2.9%	2.9%
Interest Yield	0.0%	0.0%	0.0%	0.0%
Other revenue	3.1%	3.3%	2.9%	2.9%
OPERATING EXPENSES				
Employee Costs	4.0%	4.0%	3.7%	3.7%
Materials and Contracts	3.1%	3.3%	2.9%	2.9%
Utility Charges	3.1%	3.3%	2.9%	2.9%
Depreciation on Non-current Assets (see below)	<i>based on depreciation schedule</i>			
Interest Expense	<i>based on loans schedule</i>			
Insurance Expense	3.1%	3.3%	2.9%	2.9%
Other Expenditure	3.1%	3.3%	2.9%	2.9%
CAPITAL ASSETS				
Average Depreciation - Buildings	2.5%	2.5%	2.5%	2.5%
Average Depreciation - Furniture and Equipment	4.0%	4.0%	4.0%	4.0%
Average Depreciation - Plant and Equipment	10.0%	10.0%	10.0%	10.0%
Average Depreciation - Infrastructure Roads	1.5%	1.5%	1.5%	1.5%
Average Depreciation - Infrastructure Other	1.5%	1.5%	1.5%	1.5%

Assumption remain unchanged from the 2014-2017 Corporate Business Plan with the exception of:

- Operating Grants, Subsidies and Contributions was 3.1%
it has now been altered to 0.0%
as the Federal Government has announced a 3 year freeze on grant funding. 3.3%
0.0%
2.9%
0.0%
2.9%

- The depreciation was 3.1%
it has now been altered to reflect the percentage for each capital category as listed above and is set out in the depreciation schedule which takes into account new assets and disposals. 3.3%
2.9%
2.9%

Shire of Chapman Valley Corporate Business Plan 2015 - 2018

Rate Setting Statement 2014 - 2018

	12/13 Actual \$000s	YTD April 14 \$000s	Base \$000s	2014 / 2015 \$000s	2015 / 2016 \$000s	2016 / 2017 \$000s	2017 / 2018 \$000s
REVENUES							
Rate Levies (Under adopted assumptions)	1893	2073	2073	2,208	2,351	2,504	2,667
Other Revenue excluding revaluation	4382	2308	2,753	5,149	2,578	2,356	2,713
Revenues Sub-total	6275	4381	4,826	7,357	4,929	4,860	5,380
EXPENSES							
All Operating Expenses excluding revaluation	(5,018)	(2,719)	(3,336)	(3,482)	(3,505)	(3,563)	(3,631)
Net Operating Profit/(Loss)	1,257	1,662	1,490	3,875	1,424	1,297	1,750
NON CASH ITEMS							
(Profit)/Loss on Asset Disposals	42	(198)	(407)	-	-	-	-
Movements in Provisions and Accruals	96	-	-	-	-	-	-
Movement in Non Current Debtors	(2)	(2)	(1)	-	-	-	-
Depreciation on Assets	1,157	880	1,056	1,573	1,530	1,525	1,526
Sub-total	1,293	680	648	1,573	1,530	1,525	1,526
CAPITAL EXPENDITURE AND REVENUE							
Development of Land Held for Resale	-	-	-	-	-	-	-
Purchase Land and Buildings	(63)	(48)	(48)	(1,228)	(420)	-	-
Infrastructure Assets - Roads	(1,391)	(1,205)	(1,580)	(3,180)	(1,144)	(1,087)	(1,286)
Infrastructure Assets - Other	-	-	-	(300)	(325)	-	-
Purchase Plant and Equipment	(370)	(114)	(622)	(502)	(439)	(236)	(465)
Purchase Furn and Equipment	(4)	(9)	(9)	-	-	-	-
Proceeds Disposal of Assets	56	323	569	20	156	45	115
Repayment of Debentures	(168)	(150)	(186)	(58)	(38)	(40)	(41)
Proceeds from New Debentures	-	152	152	-	-	-	-
Transfers to Reserves	(90)	(28)	(238)	-	-	-	-
Transfers from Reserves	191	12	22	120	420	-	-
Net Cash From Investing Activities	(1,839)	(1,067)	(1,940)	(5,128)	(1,790)	(1,318)	(1,677)
ESTIMATED SURPLUS/(DEFICIT) JULY 1 B/FWD	375	1,086	1,086	1,284	1,604	2,768	4,272
ESTIMATED SURPLUS/(DEFICIT) JUNE 30 C/FWD	1,086	2,361	1,284	1,604	2,768	4,272	5,871

Shire of Chapman Valley 2015 - 2018

Notes to Capital Section of Rate Setting Statement

		2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
		\$000s	\$000s	\$000s	\$000s
	* subject to grant \$				
	^ subject to reserve \$				
Land and Buildings					
Chapman Valley Historical Society Shed	* ^	80			
Mens Shed	*	70			
Nabawa Stadium Air-Conditioner		18			
Nabawa Cemetery Statement Walls	*	10			
Nabawa Residence	^		420		
Yuna Proposed Community Centre	* ^	850			
Howatharra FESA Fire Station	*	200			
Total Land and Buildings		1228	420	0	0

		2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
		\$000s	\$000s	\$000s	\$000s
	* subject to grant \$				
	^ subject to reserve \$				
Infrastructure - Other					
Parkfalls Public Open Space - Bill Hemsley	* ^	300	300		
Nabawa Oval Scoreboard			25		
Total Infrastructure Other		300	325	0	0

		Funding Source	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
			\$000s	\$000s	\$000s	\$000s
Infrastructure - Roads						
Bella Vista	Gravel Sheeting		120			
Chapman Valley road	Reseal	RRG			140	140
Cannon-Whellara	Gravel Sheeting		77			
Coonawa	Gravel Sheeting					88
Dartmoor	Gravel sheeting	RRG		249	249	249
Durawah road	Gravel sheeting			75		
East Dartmoor	Gravel Sheeting					88
Hickety Road	Gravel sheeting			44		
McNaught Mazzuchelli	Gravel Sheeting				121	120
Murphy Norris	Gravel Sheeting			107	112	112
Nolba and Nolba Stock Route	Gravel Sheeting		204			
Northern Gully	Gravel Sheeting					112
Parkfalls Estate	Reconstruct gravel shoulder		28			
Station Road	Gravel Sheeting			127		
Valentine	Gravel sheeting		206			
Wandana	Gravel sheeting		238	88	88	
Wandin	Gravel Sheeting			77	77	77
Renewal			873	767	787	986
Chapman Valley road	Shoulder Upgrade	RRG		50		
Dartmoor Road	Widen Seal		450			
Dolby Road	Two coat seal	Cont	92			
East Bowes Road	Reconstuct and Seal		1075			
East Nabawa	Culverts and seal u	RRG	75			
Nanson Showgrounds	Construct new driveway		28			
Richards Road (Nth Section Only 0.6km)	Two coat seal		96			
Valentine	Two coat seal				300	300
Yuna Tenindewa	Seal Widening		491	327		
Upgrade/New			2307	377	300	300
Total Infrastructure - Roads			3180	1144	1087	1286

		2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
		\$000s	\$000s	\$000s	\$000s
Item being replaced with similar new	* subject to grant \$				
	^ subject to reserve \$				

Shire of Chapman Valley 2015 - 2018

Notes to Capital Section of Rate Setting Statement

Plant and Equipment				
New Rangers utility (no trade)	35			
1990 Trailer - Papas (Tandem)	2			
2008 Kubota Mower CV2591	27			
2000 Isuzu NPR 250 2T tipper truck	65			
Howatharra 2.4 Tanker Fire Fighter	*	350		
2012 Toyota Prado GXL CEO CV 1			63	
2011 Toyota Hilux Dual cab 4x4 (Works Super)	50			
Slasher and equipment for Parkfalls mowing	8			
1993 Suzuki ute CV654			25	
2008 Caterpillar 226B2 skid steer bobcat			46	
2005 Komatsu Backhoe			105	
2006 Mitsubishi Fuso Crew Cab Truck			150	
2012 Ford PX Ranger Dual Cab (Mgr Planning)			50	
1999 SM Multipac VP2400 roller				170
2001 Mazda Bravo ute tray top				28
1998 Trailer - Rubbish (with hoist)				3
2012 Ford Ranger XL crew cab (Building Surveyor)				35
2004 Case sv212 self propelled Vibe Roller				175
2006 Colombia Freightliner Primemover 6x4				290
Total Plant and Equipment	502	439	236	465

	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s
Proceeds from Sale of Plant and Equipment				
New Rangers utility (no trade)	0			
2008 Kubota Mower CV2591	5			
2000 Isuzu NPR 250 2T tipper truck	15			
2012 Toyota Prado GXL CEO CV 1		36		
2011 Toyota Hilux Dual cab 4x4 (Works Super) no trade tfr to Parkfalls gardener				
1993 Suzuki ute CV654		0		
2008 Caterpillar 226B2 skid steer bobcat		15		
2005 Komatsu Backhoe		30		
2006 Mitsubishi Fuso Crew Cab Truck		50		
2012 Ford PX Ranger Dual Cab (Mgr Planning)		25		
1999 SM Multipac VP2400 roller			25	
2001 Mazda Bravo ute tray top			0	
1998 Trailer - Rubbish (with hoist)			5	
2012 Ford Ranger XL crew cab (Building Surveyor)			15	
2004 Case sv212 self propelled Vibe Roller				40
2006 Colombia Freightliner Primemover 6x4				75
Total Proceeds from Sale of Plant and Equipment	20	156	45	115
Net Change Over	482	283	191	350

Shire of Chapman Valley 2015 to 2018 Non-Operating Grants

	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s
LAND AND BUILDINGS				
Chapman Valley Historical Society Shed	60			
Mens Shed grants and contributions	65			
Not identified - Nabawa Cemetery statement walls	10			
FESA - Howatharra Fire Station	200			
FESA - Howatharra Fire Tanker 2.4	350			
Yuna Community Centre	750			
Non-Op Grants for Land and Buildings	1,435	-	-	-
INFRASTRUCTURE - ROADS (Would be supported by detailed schedules of road projects)				
Regional Road Group Projects	573	414	457	457
MRWA Black Spot Projects				
Roads to Recovery Projects	240	240	240	240
R4R Road Construction Projects	967			
Developer Contribution	22			
Total Infrastructure Roads	1,802	654	697	697
INFRASTRUCTURE - OTHER				
Lotteries			25	25
Developer contribution Bill Hemsley Park (in trust)	300	-		
Unconfirmed contributions - Bill Hemsley Park		300		
Total Infrastructure Other	300	300	25	25
NON OPERATING GRANTS TOTAL	3,537	954	722	722

Grant funding is an estimate only. Any grant funding is subject to change prior to funding agreements being signed. The amounts used for this plan are indicative only and are not committed.

Shire of Chapman Valley Corporate Business Plan 2015 - 2018
Cash Flow Statement 2015 - 2018

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
CASH FLOWS FROM OPERATING ACTIVITIES							
RECEIPTS							
Rates	1,860	2,073	2,073	2,208	2,351	2,504	2,667
Operating Grants, Subsidies & Contributions	1,804	685	706	1,196	1,196	1,196	1,543
Fees & Charges	345	330	340	340	351	362	372
Interest Earnings	80	73	85	73	73	73	73
Goods & Services Tax	233	-	-	-	-	-	-
Other	7	3	4	3	3	3	3
Receipts Sub-total	4,329	3,164	3,208	3,820	3,975	4,138	4,658
PAYMENTS							
Employee Costs (Operating Only)	(1,495)	(942)	(1,130)	(980)	(1,019)	(1,057)	(1,096)
Materials & Contracts	(1,825)	(810)	(1,036)	(643)	(665)	(684)	(704)
Utilities (gas, electricity, water, etc.)	(63)	(51)	(62)	(53)	(54)	(56)	(58)
Insurance	(172)	(186)	(186)	(192)	(198)	(204)	(210)
Interest	(28)	(11)	(22)	(11)	(7)	(5)	(4)
Goods & Services Tax	(285)	-	-	-	-	-	-
Other	(47)	(25)	(30)	(31)	(32)	(33)	(34)
Payments Sub-total	(3,915)	(2,025)	(2,466)	(1,909)	(1,975)	(2,038)	(2,104)
Net Cash Provided by (Used in) Operating Activities	414	1,139	742	1,911	2,000	2,100	2,554
CASH FLOWS FROM INVESTING ACTIVITIES							
Payments for Development of Land Held for Resale	-	-	-	-	-	-	-
Payments for Purchase of Property, Plant & Equipm	(439)	(171)	(679)	(1,730)	(859)	(236)	(465)
Payments for Construction of Infrastructure	(1,391)	(1,206)	(1,580)	(3,480)	(1,469)	(1,087)	(1,286)
Advances to Community Groups	-	-	-	-	-	-	-
Proceeds from Advances	-	-	-	-	-	-	-
Grants / Contributions for the Development of Asse	2,205	1,019	1,211	3,537	954	722	722
Proceeds from Sale of Plant and Equipment	56	323	572	20	156	45	115
Proceeds from Sale of Land	-	-	-	-	-	-	-
Net Cash Provided by (Used in) Investing Activities	431	(35)	(476)	(1,653)	(1,218)	(556)	(914)
CASH FLOWS FROM FINANCING ACTIVITIES							
Repayment of Debentures	(168)	(150)	(186)	(58)	(38)	(40)	(41)
Proceeds from Self Supporting Loans	-	-	-	-	-	-	-
Proceeds from New Borrowings	-	152	152	-	-	-	-
Net Cash Provided by (Used in) Financing Activities	(168)	2	(34)	(58)	(38)	(40)	(41)
NET INCREASE (DECREASE) IN CASH HELD	676	1,106	232	200	744	1,504	1,599
Cash at Beginning of Year	1,671	2,347	2,347	2,579	2,779	3,523	5,027
Cash at the End of Year	2,347	3,453	2,579	2,779	3,523	5,027	6,626

Shire of Chapman Valley Corporate Business Plan 2015 - 2018

Balance Sheet 2015 - 2018

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
ASSETS							
CURRENT ASSETS							
Cash and Cash Equivalents	2,347	3,453	2,579	2,779	3,523	5,027	6,626
Receivables	293	162	162	162	162	162	162
Inventories	11	11	11	11	11	11	11
Inventories - Land Held for Resale	0	0	0	0	0	0	0
Total Current Assets	2,651	3,626	2,752	2,952	3,696	5,200	6,799
NON-CURRENT ASSETS							
Receivables	4	4	4	4	4	4	4
Inventories - Land Held for Resale	49	49	49	49	49	49	49
Property, Plant and Equipment	6,351	6,127	6,541	7,864	8,194	8,018	8,001
Infrastructure	73,290	73,884	74,137	76,381	76,693	76,621	76,748
Total Non-Current Assets	79,694	80,064	80,731	84,298	84,940	84,693	84,803
Total Assets	82,345	83,690	83,483	87,250	88,636	89,893	91,601
LIABILITIES							
CURRENT LIABILITIES							
Payables	418	102	102	102	102	102	102
Current Portion of Long Term Borrowings	187	192	155	58	38	40	41
Provisions	256	256	256	256	256	256	256
Total Current Liabilities	861	550	513	416	396	398	399
NON-CURRENT LIABILITIES							
Long Term Borrowings	195	194	194	136	98	58	17
Provisions	48	43	45	92	112	110	109
Total Non-Current Liabilities	243	237	239	228	210	168	126
Total Liabilities	1,104	787	752	644	606	566	525
NET ASSETS	81,241	82,903	82,731	86,606	88,030	89,327	91,076
NET CURRENT ASSETS							
CURRENT ASSETS							
Cash and Cash Equivalents	2,347	3,453	2,579	2,779	3,523	5,027	6,626
Receivables	293	162	162	162	162	162	162
Inventories	11	11	11	11	11	11	11
Inventories - Land Held for Resale	0	0	0	0	0	0	0
Total Current Assets	2,651	3,626	2,752	2,952	3,696	5,200	6,799
LIABILITIES							
CURRENT LIABILITIES							
Payables	418	102	102	102	102	102	102
Current Portion of Long Term Borrowings	187	192	155	58	38	40	41
Provisions	256	256	256	256	256	256	256
Total Current Liabilities	861	550	513	416	396	398	399
NET CURRENT ASSETS	1,790	3,076	2,239	2,536	3,300	4,802	6,400
LESS: Restricted Reserves	(1,147)	(1,163)	(1,366)	(1,246)	(826)	(826)	(826)
LESS: Restricted Muni	0	0	0	0	0	0	0
LESS: Land Held for Resale	0	0	0	0	0	0	0
ADD: Principal Loan Repayments	187	192	155	58	38	40	41
ADD: Cash-backed Leave Reserve	256	256	256	256	256	256	256
OPENING/CLOSING FUNDS	1,086	2,361	1,284	1,604	2,768	4,272	5,871

Shire of Chapman Valley Corporate Business Plan 2015 - 2018 Equity Statement

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
EQUITY							
RETAINED SURPLUS							
Balance 1 July	20,757	23,237	23,237	24,508	28,263	29,267	30,564
Transfer from / (to) Reserve	101	(16)	(219)	(120)	(420)	-	-
Net Result	2,379	1,662	1,490	3,875	1,424	1,297	1,750
Balance 30 June	23,237	24,883	24,508	28,263	29,267	30,564	32,313
CASH BACKED RESERVES							
Balance 1 July	1,248	1,147	1,147	1,366	1,486	1,906	1,906
Transfer from / (to) Reserve	(101)	16	219	120	420	-	-
Balance 30 June	1,147	1,163	1,366	1,486	1,906	1,906	1,906
ASSET REVALUATION RESERVE							
Balance 1 July	56,857	56,857	56,857	56,857	56,857	56,857	56,857
Total Other Comprehensive Income	-	-	-	-	-	-	-
Balance 30 June	56,857	56,857	56,857	56,857	56,857	56,857	56,857
TOTAL EQUITY							
Balance 30 June	81,241	82,903	82,731	86,606	88,030	89,327	91,076
Net Assets as Balance Sheet	81,241	82,903	82,731	86,606	88,030	89,327	91,076

**Shire of Chapman Valley 2015 - 2018
Capital Works Program**

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
DESCRIPTION OF WORK							
Land Purchased - New							
Renewal/ Upgrade of Buildings	36	42	42	18			
Replacement of Buildings	0	0	0				
New Buildings	28	6	6	1,210	420		
Total Land and Buildings	64	48	48	1,228	420	-	-
Proceeds from Sale of Land	-	-	209	-	-		
Book Value Assets Sold	-	-		-	-		
Profit / (Loss) on Sale	-	-		-	-		
MOTOR VEHICLES							
Admin Vehicles	100	-	-				
Total Motor Vehicle Purchases	100	-		-	-	-	-
Proceeds of Sale	52						
Book Value Assets Sold	53						
Profit / (Loss) on Sale	(1)	-		-	-	-	-
PLANT AND EQUIPMENT							
Net Plant Purchases	271	114	622	502	439	236	465
Total Plant and Equipment	271	114	622	502	439	236	465
Proceeds of Sale	4		40	20	156	45	115
Book Value Assets Sold	45			20	156	45	115
Profit / (Loss) on Sale	(41)			-	-	-	-
FURNITURE AND EQUIPMENT							
Furniture & Equipment	315		40	482	283	191	350
Proceeds of Sale	4	9	9	-	-	-	-
Book Value Assets Sold							
Profit / (Loss) on Sale	-	-		-	-	-	-
INFRASTRUCTURE - ROADS							
New/Upgrade Projects	1,127	1,205	1,580	2,307	377	300	300
Renewals	264	-		873	767	787	986
Total Infrastructure Roads	1,391	1,205	1,580	3,180	1,144	1,087	1,286
INFRASTRUCTURE - OTHER							
Recreation - New	-			300	300	-	-
Recreation - Renewal	-			-	25	-	-
Total Infrastructure Other	-	-	-	300	325	-	-
CAPITAL WORKS TOTAL	1,830	2,259	2,259	5,210	2,328	1,323	1,751
PROCEEDS OF SALE TOTAL	56	53	209	20	156	45	115
BOOK VALE ASSETS SOLD TOTAL	98	53	209	20	156	45	115
PROFIT ON SALE	(42)	(1)	(1)	-	-	-	-
(LOSS) ON SALE	(42)	(1)	(1)	-	-	-	-

Shire of Chapman Valley 2015 - 2018
Depreciation Schedule

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
<i>DESCRIPTION OF ASSET CLASSES</i>							
LAND AND BUILDINGS							
Land Purchased for Resale	-						
Book Value of Land	1,952	1,952	1,952	1,952			
Land Acquisition							
Land Disposed							
Total Land	1,952	1,952	1,952	1,952	1,952	1,952	1,952
Book Value of Buildings	2,082	2,096	2,096	1,982	3,145	3,481	3,394
Buildings Acquired	64	48	48	1,228	420	-	-
Recognition of Asset due to change in regulations	-	-	-	-	-	-	-
Buildings Disposed	-	(113)	(113)	-	-	-	-
Total Buildings	2,146	2,031	2,031	3,210	3,565	3,481	3,394
Depreciation	(50)	(41)	(49)	(65)	(84)	(87)	(85)
Book Value of Buildings	2,096	1,990	1,982	3,145	3,481	3,394	3,309
MOTOR VEHICLES							
Existing Fleet							
Vehicle Acquisition							
Vehicle Disposal							
PLANT AND EQUIPMENT							
Existing Heavy Plant	3,022	2,136	2,136	2,404	2,621	2,620	2,537
Plant & Equipment Acquisition	371	114	622	502	439	236	465
Fair Value Adjustment	(814)	-	-	-	-	-	-
Plant & Equipment Disposal	(97)	(13)	(53)	(20)	(156)	(45)	(115)
Total Plant & Equipment	2,482	2,237	2,705	2,886	2,904	2,811	2,887
Depreciation	(346)	(209)	(301)	(266)	(284)	(274)	(277)
Book Value of Vehicles Plant & Equipment	2,136	2,028	2,404	2,621	2,620	2,537	2,610
FURNITURE AND EQUIPMENT							
Existing Furniture & Equipment	235	167	167	153	147	141	135
Furniture and Equipment Acquired	4	9	9				
Fair Value Adjustment	(16)	-	-				
Furniture and Equipment Disposed	-	-	-				
Total Furniture & Equipment	223	176	176	153	147	141	135
Depreciation	(56)	(19)	(23)	(6)	(6)	(6)	(5)
Book Value of Furniture & Equipment	167	157	153	147	141	135	130
TOTAL PROPERTY PLANT AND EQUIPMENT							
Change in values/classification/recognition	-	-	-				
New Property Plant and Equipment	(488)	45	513	1,710	703	191	350
Total	6,803	6,396	6,864	8,201	8,567	8,385	8,368
Depreciation	(452)	(269)	(323)	(337)	(374)	(366)	(367)
Fair Value Adjustment							
Book Value	6,351	6,127	6,541	7,864	8,194	8,018	8,001
INFRASTRUCTURE (ALL)							
Existing Infrastructure	72,605	73,290	73,290	74,137	76,381	76,693	76,621
New Infrastructure Developed	1,391	1,205	1,580	3,480	1,469	1,087	1,286
Total Infrastructure	73,996	74,495	74,870	77,617	77,850	77,780	77,907
Depreciation	(706)	(611)	(733)	(1,236)	(1,157)	(1,159)	(1,159)
Fair Value Adjustment							
Book Value Infrastructure	73,290	73,884	74,137	76,381	76,693	76,621	76,748
Total Assets	79,641	80,011	80,678	84,245	84,887	84,640	84,750
Total Depreciation	(1,158)	(880)	(1,056)	(1,573)	(1,530)	(1,525)	(1,526)
Depreciation on New Assets				(928)	(372)	(292)	(326)

Shire of Chapman Valley Corporate Business Plan 2015 to 2018
Loan Repayment Schedule (compiled from amortisation schedules)

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
LOAN INTEREST REPAYMENTS							
Governance							
Building Extension Loan 87	1	0	0	-	-	-	-
Recreation & Culture							
Upgrade Nabawa Rec Centre Loan 89	4	3	5	3	3	2	2
Community Amenities							
Bulla Study Loan 94	3	2	2	1	-	-	-
Transport							
Loan 92 - Plant	4	0	4	-	-	-	-
Loan 93 - Plant	10	4	7	1	-	-	-
Loan 95 - Plant	4	2	3	1	-	-	-
Loan 96 - Plant	0	0	0	5	4	3	2
Total Interest	26	11	21	11	7	5	4
LOAN PRINCIPAL REPAYMENTS							
Governance							
Building Extension Loan 87	15	0	0	-	-	-	-
Principal Paid	15	0	0	-	-	-	-
Principal Outstanding	0	0	0	-	-	-	-
Recreation & Culture							
Upgrade Nabawa Rec Centre Loan 89	69	63	63	55	48	41	33
Principal Paid	6	7	8	7	7	8	8
Principal Outstanding	63	56	55	48	41	33	25
Community Amenities							
Bulla Study Loan 94	63	43	43	22	-	-	-
Principal Paid	20	10	21	22	-	-	-
Principal Outstanding	43	33	22	-	-	-	-
Transport							
Loan 92 - Plant	107	66	66	-	-	-	-
Principal Paid	41	43	66	-	-	-	-
Principal Outstanding	66	23	0	-	-	-	-
Loan 93 - Plant	215	148	148	77	-	-	-
Principal Paid	67	71	71	77	-	-	-
Principal Outstanding	148	77	77	-	-	-	-
Loan 95 - Plant	82	63	63	43	22	-	-
Principal Paid	19	18	20	21	22	-	-
Principal Outstanding	63	45	43	22	-	-	-
Loan 96 - Plant	0	152	152	152	124	95	65
Principal Paid	0	0	0	28	29	30	32
Principal Outstanding	0	152	152	124	95	65	33
Principal Paid	168	149	186	155	58	38	40
Principal Outstanding	383	386	349	194	136	98	58

Shire of Chapman Valley Corporate Business Plan 2015 - 2018
Cash Reserves

	12/13 Actual	YTD April 14	Base	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
LEAVE RESERVE							
Opening Balance	58	53	53	92	92	92	92
Transfer to Reserve	2	1	51				
Transfer From Reserve	(7)	(12)	(12)				
Balance 30 June	53	42	92	92	92	92	92
WATER STRATEGY RESERVE							
Opening Balance	13	13	13	13	13	13	13
Transfer to Reserve	-	-	-				
Transfer From Reserve	-	-	-				
Balance 30 June	13	13	13	13	13	13	13
COMPUTER & OFFICE EQUIP RESERVE							
Opening Balance	16	13	13	52	52	52	52
Transfer to Reserve	1	5	39				
Transfer From Reserve	(4)	-	-				
Balance 30 June	13	18	52	52	52	52	52
LEGAL RESERVE							
Opening Balance	26	27	27	28	28	28	28
Transfer to Reserve	1	1	1				
Transfer From Reserve	-	-	-				
Balance 30 June	27	28	28	28	28	28	28
UNSPENT GRANTS AND LOANS RESERVE							
Opening Balance	-	-	-	-	-	-	-
Transfer to Reserve	-	-	-				
Transfer From Reserve	-	-	-				
Balance 30 June	-	-	-	-	-	-	-
LAND DEVELOPMENT RESERVE							
Opening Balance	147	115	115	117	117	117	117
Transfer to Reserve	5	2	2				
Transfer From Reserve	(37)	-	-				
Balance 30 June	115	117	117	117	117	117	117
ROADWORKS RESERVE							
Opening Balance	158	107	107	109	109	109	109
Transfer to Reserve	5	2	2				
Transfer From Reserve	(56)	-	-				
Balance 30 June	107	109	109	109	109	109	109
LANDCARE RESERVE							
Opening Balance	34	81	81	83	83	83	83
Transfer to Reserve	51	2	2				
Transfer From Reserve	(4)	-	-				
Balance 30 June	81	83	83	83	83	83	83
BUILDING RESERVE							
Opening Balance	632	636	636	653	533	113	113
Transfer to Reserve	20	13	17				
Transfer From Reserve	(16)	-	-	(120)	(420)		
Balance 30 June	636	649	653	533	113	113	113

PLANT/LIGHT VEHICLE RESERVE							
Opening Balance	164	102	102	219	219	219	219
Transfer to Reserve	5	2	127				
Transfer From Reserve	(67)	-	(10)				
Balance 30 June	102	104	219	219	219	219	219
TOTAL RESERVES							
Opening Balance	1,248	1,147	1,147	1,366	1,246	826	826
Transfer to Reserve	90	28	241	-	-	-	-
Transfer From Reserve	(191)	(12)	(22)	(120)	(420)	-	-
Total Reserves 30 June	1,147	1,163	1,366	1,246	826	826	826



Shire of Chapman Valley

Corporate Business Plan

2015-2018



Shire of
Chapman Valley

Shire of Chapman Valley Corporate Business Plan

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Message from the President

Welcome to the Shire of Chapman Valley's first Corporate Business Plan. This plan identifies the projects, services and priorities for the Council in response to what you, the community, identified as important to you when developing the Strategic Community Plan.

We have been mindful in developing this plan that while the community aspirations are broad, and developed with a 10 year plus planning horizon this plan has a shorter four year focus so the Council has had to focus on short term priorities that we can achieve within the Shire's reasonable resource limits and without placing undue financial burden on ratepayers. The most important aspect of this Corporate Business Plan is that it is underpinned by sufficient finances, Council workforce and asset based resources to deliver business as usual, and the additional new projects and services identified.

The Shire has a number of roles in the delivery of the Strategic Community Plan, not all of which impact on rates, and in this Corporate Business Plan we have identified the different roles of Council and whether this is accommodated within the current budget or if new funding is required from either from Council or external grants.

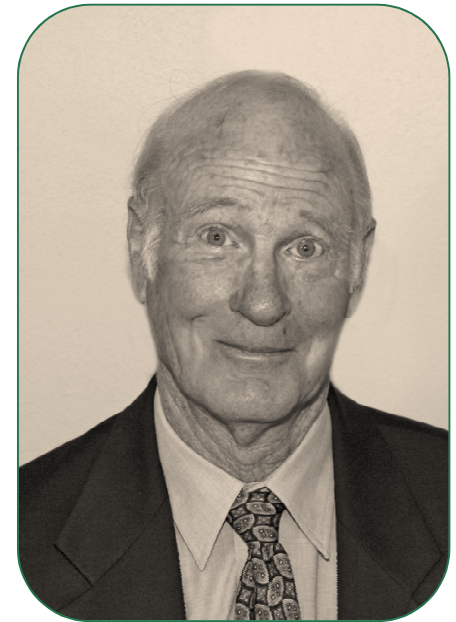
While we would like to respond to everything you aspire to some will take longer, requiring more planning, strong partnerships and careful funding for both Council, other government agencies and the private sector. After consideration of your priorities in the Strategic Community Plan, and consideration of our Workforce Plan, Asset Management Plan and Long Term Financial Plan this plan includes actions to progress or address many of your priorities.

In preparing this Plan the Council is mindful that the community we live in is constantly changing and evolving and as such we will review this plan annually as we set out budget. We will also review our strategic direction every two years and this will provide an opportunity for you to help confirm or reshape your priorities.

The Council and staff look forward to working together to progressing your goals and aspirations over the next four year and making as many as we can a reality.



John Collingwood
Shire President



What is a Corporate Plan

This is the Shire's first Corporate Business Plan under the new *Local Government Act 1995* provisions that introduce an integrated planning and reporting framework to Western Australian local government. Full compliance with the framework was required by 30 June 2013.

The framework requires the adoption of 6 key documents:

1. Strategic Community Plan
2. Asset Management Plan(s)
3. Workforce Plan
4. Long Term Financial Plan
5. Corporate Business Plan
6. Annual Report



The most important aspect of these plans is that they are integrated so that the Strategic Community Plan sets the long term vision (10+ years) and priorities of the community, The Asset Management Plan, Workforce Plan and Long Term Financial Plan (the informing strategies) set out the physical, human and financial resources delivery the Shire's contribution to achieving this vision, while the Corporate Business Plan contains Council's affordable priorities, actions and responsibilities over the next 4 years to progress the communities priorities that can be accommodated within the informing strategies.



Not all of the Shire's actions will require additional resources. This Corporate Business Plan provides for 'business as usual' for the core services currently delivered by the Shire and includes additional priorities from the Strategic Community Plan. This plan identifies the roles of the Shire and if any additional resources will be required.

The Council's roles include:

Provider

The action, service or project is directly provided or funded by Council

Partner

Council will work in partnership with another provider(s) to deliver the action, service or project

Facilitator

Council will facilitate another provider to deliver sometimes using seed funding, providing facilities or other tools

Advocate

Council will lobby for priorities not considered core business but essential to sustainability and growth

This Plan indicates which of those roles the Council needs to undertake in relation to the identified priorities.

Other Key Documents

Strategic Community Plan 2013-2023

The Strategic Community Plan 2013-2023 is a visionary document which outlines the Shire's long term strategic commitment to achieving the aspirations of the community and stakeholders which have been identified through the various consultation processes and opportunities that the Shire provides. The Strategic Community Plan is reviewed at least every four years and cover a term of at least 10 years.

Asset Management Plan

The Shire's Asset Management Plan provides crucial information regarding the management and replacement of its infrastructure and assets to ensure that the community and its stakeholders continue to receive a high level of service and amenities. The outcomes and indicators of the Asset Management Plan are used to inform the other strategic plans such as the Corporate Business Plan, Long Term Financial Plan and Annual Budget.

Workforce Plan

The Workforce Plan identifies the current workforce profile and organisational structure. Through this process any potential gaps

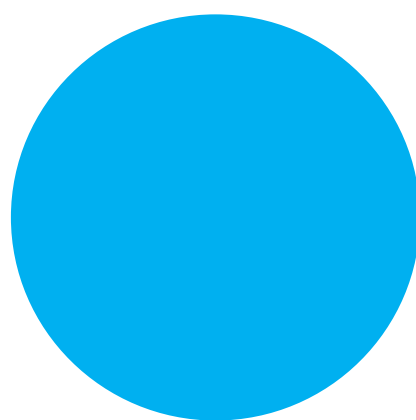
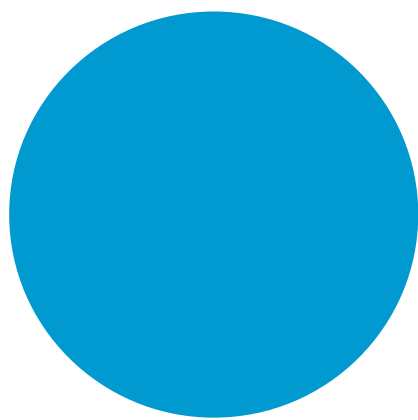
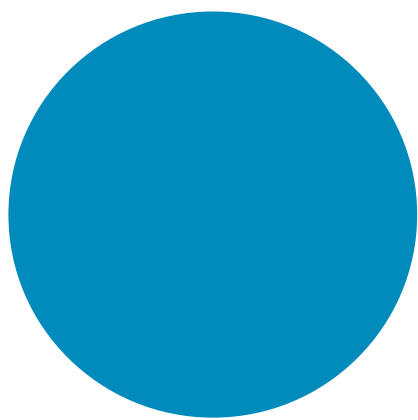
between the profile and the Shire's current and future requirements are recognised which allows for the workforce to be developed to meet these needs.

Long Term Financial Plan

The Long Term Financial Plan is a document that assesses and ensures the financial sustainability of the Shire moving forward into the future. It allows for the early identification of financial implications and assesses the long term effects of budgetary decisions. The information that the Long Term Financial Plan provides is crucial in informing the priorities of the Corporate Business Plan, Strategic Community Plan, Annual Budgets and Asset Management Plan. Through the Long Term financial plan the Shire is openly accountable and transparent to the community and its stakeholders.

Annual Report

The Annual Report is produced at the conclusion of each financial year and contains an overview of the Strategic Community Plan, Corporate Business Plan and any major projects for the coming year. The Annual Report also contains a copy of the Shire's audited financials.





Vision & Values

The Shire of Chapman Valley comprises a diverse range of people, communities and landscapes. It is imperative that the vision captures the diversity of the area, but is inclusive of all as the Shire moves forward. The community's vision has been developed with a range of input received through the community engagement process. It reflects clear community aspirations for the 10 year period of the Strategic Community Plan.

"We are a thriving community, making the most of our coastline, ranges and rural settings to support us to grow and prosper."

The Shire of Chapman Valley's Council vision that was adopted in the 10 Year Future Plan in 2011 is: "To maintain and enhance sustainable growth and prosperity in accordance with the Chapman Valley traditional rural and natural values."

It is considered that the community's vision developed for the Strategic Community Plan complements, builds upon and now supersedes the previous vision and should be adopted as the Shire Vision also.

The Shire of Chapman Valley's values are:

- *Engaging with and listening to our communities*
- *Strong advocacy of local priorities*
- *Transparency and accountability of decision making*
- *Great personal customer service*
- *Efficient and cost effective service delivery*



Structure of Corporate Business Plan 2015-2018

The Corporate Business Plan 2013-2017 has been created to reflect the objectives that have been identified with the Strategic Community Plan 2013-2023. These objectives have been defined into 4 themes which emerged through the community consultation that has been undertaken as part of the integrated planning and reporting requirements.

Each theme will be discussed and will include the objectives and strategies from the Strategic Community Plan and will list the suggested actions that correlate to each of the listed strategies.

Objectives – A description of the goals that the community would like to achieve

Strategies – The measures that are required to achieve the listed objectives

Actions – Key tasks and undertakings so that the objectives and strategies can be realised.

Economic

Business Development
& Attraction

Leadership

Engagement &
Communication

Community

Maintaining &
Growing the
Population

Environment

Protection &
Sustainability



Economic

Business Development
& Attraction

Economic

Business Development and Attraction

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We want to be able to spend our money locally and encourage others to do the same	Investigate options to establish a store in the heart of the shire	Investigate and report options for the establishment of a business selling basic day to day goods	✓	✓	✓	✓	Nil	Existing	Facilitator Partner Advocate
	Develop tourism in the Shire, including cottage industries, caravan park and events	Encourage and support cottage industries develop along key transport routes through enabling planning regulations and advocacy	✓	✓	✓	✓	Nil	Existing	Facilitator Advocate
		Continue to investigate and promote overnight caravan stay options in settlements	✓	✓	✓	✓	Nil	Existing	Facilitator Partner Advocate
		Support the existing and new local events that promote visitation to the Shire	✓	✓	✓	✓	Nil	Existing	Facilitator Partner Advocate
		Provide visitor services especially for wildflowers season in spring	✓	✓	✓	✓	Nil	Existing	Provider
		Develop and implement an Economic Develop Strategy to guide economic growth.			✓	✓	Nil	Grants	Provider Advocate
	Develop short-term and overnight accommodation options across the Shire	Develop and implement an Economic Develop Strategy to guide economic growth.			✓	✓	Nil	Grants	Provider Advocate

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
Utilise the land available in the area for a range of new businesses	Develop the semi-rural parts of the Shire to attract light industry and retail	Encourage and support new light industrial and retail businesses in keeping with our vision through enabling planning regulations and advocacy	✓	✓	✓	✓	Nil	Existing	Facilitator
		Develop and implement an Economic Develop Strategy to guide economic growth.			✓	✓	Nil	Grants	Provider Advocate

Service Levels	Success Measures
The Shire has a clear strategy to encourage and grow business	Economic Development Strategy is completed
The Shire actively supports the retention of existing and establishment of new businesses	<ul style="list-style-type: none"> Number of business in the Shire stays the same or increases New business opportunities emerge in essential retail, cottage industries, overnight accommodation and light industry Visitor enquiries at Council information centres increases Residents are satisfied with the Shires initiatives to support and grow business



Leadership

Engagement &
Communication

Leadership

Engagement & Communication

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We want a representation and governance model that reflects our community's unique attributes	The President and Councillors to be representative of the community and provide strong leadership	Regular Council meetings and forums are held to facilitate transparent and informed decision making	✓	✓	✓	✓	Nil	Existing	Provider Advocate
		The Shire is represented on key local organisations	✓	✓	✓	✓	Nil	Existing	Provider Advocate
		Councils actively engage and work with key State and strategic partners to advocate on behalf of the Shire	✓	✓	✓	✓	Nil	Existing Grants	Provider Advocate
		Develop Council appropriate policies that enable good: governance, development, services and growth	✓	✓	✓	✓	Nil	Existing	Provider Advocate

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We want to strengthen our community's position for the future	Maintain a resilient and independent Shire	Council management, systems and processes enable the delivery of sustainable services and projects	✓	✓	✓	✓	Nil	Existing	Provider Advocate
		The unique identify and independence of the Shire is preserved through Councils actions and advocacy	✓	✓	✓	✓	Nil	Existing	Provider Advocate
		Provide and maintain offices, housing and other buildings and facilities for the operation of the Shire	✓	✓	✓	✓	\$ for new housing	New and Existing	Provider
		Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council	✓	✓	✓	✓	Nil	Existing	Provider
		Provide profitable private works services to provide an income offset rates	✓	✓	✓	✓	Nil	Existing	Provider

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
Transparent decision-making is important to us	Active engagement with the community to inform decision-making	Develop a community engagement strategy to guide Council engagement with the Shire's residents	✓				Nil	New	Provider,
		Use print, electronic and social media to proactively engage with residents	✓	✓	✓	✓	Nil	Existing	Provider, Advocate
	Maintain a strong customer focus	Ensure residents are informed of key decisions, options considered and any implications of decisions	✓	✓	✓	✓	Nil	Existing	Provider, Advocate
		Develop opportunities for improved customer service through the increased use of technology.	✓	✓	✓	✓	Nil	Existing	Provider, Advocate

Service Levels	Success Measures
The Shire is well governed and managed	<ul style="list-style-type: none"> Number of statutory and non-statutory meetings Meetings are well attended Council strategies & policies are up to date Statutory reports and requirements are met The Council's financial sustainability is maintained Satisfaction with Council's customer service
Council provides opportunities to engage with residents	<ul style="list-style-type: none"> Number of opportunities for public participation More residents participate in Council engagement processes
Council is responsive, seeking and listening to residents views prior to making important decisions	Residents feel satisfied with their opportunities for input into important decisions



Community

Maintaining & Growing
the Population

Community

Maintaining & Growing the Population

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We need good services to support our development as a Shire	Maintain existing services and facilities	Provide and maintain community buildings and facilities, including roads	✓	✓	✓	✓	Nil	Existing	Provider Partner
		Support improved telecommunications, power and water services in the community	✓	✓	✓	✓	Nil	Existing	Partner Facilitator
		Provide and maintain a Town Planning Scheme, subdivision and development control services	✓	✓	✓	✓	Nil	Existing	Provider
		Manage existing building and structures to ensure they are safe and comply with legislative requirements	✓	✓	✓	✓	Nil	Existing	Provider
		Provide environmental health services to protect public health	✓	✓	✓	✓	Nil	Existing	Provider
		Provide and maintain waste collection services and transfer stations	✓	✓	✓	✓	Nil	Existing	Provider Partner
		Provide public library services	✓	✓	✓	✓	Nil	Existing	Provider
		Provide vehicle and licensing services for Department of Transport	✓	✓	✓	✓	Nil	Existing	Provider Partner

	Increase mobile phone coverage and improve power, road and water services	Support improved telecommunications, power, road & water services in the community						Nil	New	Facilitator Partner Provider (Rds)
	Investigate bus transportation options to provide greater access links between the community and services	Work with Department of Transport, community and private providers	✓	✓	✓	✓		Nil	New	Facilitator Partner
	Improve early childhood education and schooling options	Continue to work with Department of Education, local schools and community			✓	✓		Nil	New	Facilitator Partner
	Investigate the establishment of aged care facilities in the area	Work with private providers, government agencies & the community			✓	✓		Nil	New	Facilitator Partner

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We want inclusive communities	Develop community facilities to provide gathering places, including community centre, swimming pools	Work with community, funding agencies & private providers to develop community facilities across the Shire.	✓	✓	✓	✓	Nil	Existing	Provider

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We are committed to supporting growth in our towns	Make the right land available to increase housing	Work with State Government & Local Developers to achieve a range of lifestyle options for the community	✓	✓	✓	✓	Nil	New	Facilitator Partner Provider

Service Levels	Success Measures
The essential services provided by Council help the community to grow and prosper	Provision and management of services, facilities and programs Safe and well maintained roads, pedestrian areas and local road networks Average days to process planning and building applications Effective waste management
To manage assets in a way that maximises asset service delivery, manages related risks and accounts for whole-of-life costs	Asset sustainability ratio Asset renewal funding ratio
The community can more easily access the range of Council services they need	More residents utilise Council's services and facilities
Council is engaging with a range of residents to ensure services meet needs including young people, families and the elderly	Satisfaction with Council's customer services Satisfaction with Council's performance in community involvement Provision of recreational and cultural facilities and programs



A photograph of a riverbank with trees and a green overlay containing text. The scene shows a calm river reflecting the surrounding greenery and trees. The trees have dense foliage and some have light-colored bark. The water is still, creating a clear reflection of the trees and sky. A green, semi-transparent overlay with a grid pattern is positioned on the left side of the image, containing white text.

Environment

Protection &
Sustainability

Environment

Protection & Sustainability

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
Sustainability and protection of our farm land is important to the future of the area	Provide support to increase innovative farming practices in the area	Work with State Government and industry to encourage innovation and resilience			✓	✓	Nil	New	Facilitator Partner
	Ensure we adequately protect and manage the land across the Shire, including weed eradication, mining developments and fire management services	Provide Landcare and environment-related services	✓	✓	✓	✓	Nil	Existing	Provider Partner
		Provide Ranger services including animal control and bushfire control	✓	✓	✓	✓	Nil	Existing	Provider
		Weed management services	✓	✓	✓	✓	Nil	Existing	Provider Partner

Objective	Strategy	Actions	When				Implications for informing strategies	Funding Source	Council role
			2014/15	2015/16	2016/17	2017/18			
We want to make the most of our environment, including the ranges, rivers and coastline	Explore opportunities to utilise key areas in the Shire by showcasing their natural and environmental characteristics	Work with community, landowners, state government & private providers to increase awareness of Shire's natural assets	✓	✓	✓	✓	Nil	Existing	Provider Partner Facilitator

Service Levels	Success Measures
<p>Protection of land to maintain and increase productivity</p>	<p>Measured increase in the time, money or resources contributed to biodiversity conservation by the Council</p> <p>Active management of natural areas through provision of incentives for private land conservation and restoration</p>
<p>Manage protected natural areas for conservation</p>	<p>Active management of 100% of local government natural areas of conservation value</p> <p>Proportion of people satisfied with Council's management of natural areas</p>



Future Priorities for Consideration

- Construction of White Peak Road to provide an improved linking network between the coastal and rural areas of the Shire of Chapman Valley to assist the community, emergency services, business and tourism;
- Improved telecommunications and mobile phone coverage to assist the community, emergency services, business and tourism;
- Continuing the development of the Eliza Shaw Drive Park to serve as a community and recreational hub for the White Peak locality;
- Development of the Yuna Community Centre to consolidate and enhance the community facilities for the eastern section of the Shire;
- Working in partnership with landowners, federal and state government and private enterprise/industry to achieve a Moresby Range Regional Park to serve recreational, community, environmental and tourism needs;
- Expansion of Shire office to improve the services offered to the community (e.g. postal, limited retail, events, customer, library, licensing);
- Development of a walking and riding trail along the old railway line between the Moresby Range and Yuna to provide a recreational and tourism feature and to highlight the tourism attractions of the Chapman Valley, Nabawa and Nanson;
- Continuing the development of a recreational node at the Buller Rivermouth.



Future Budgets

A long term financial plan has been prepared as an informing strategy underpinning the Corporate Business Plan. The long term financial plan is for 10 years and includes:

- The planning assumptions used to develop the plan;
- Projected income and expenditure, balance sheet and cash flow statement;
- Sensitivity analysis and testing;
- Key performance indicators;
- Major capital works schedules;
- Risk assessment of major projects



AGENDA ITEM:	9.2.3
SUBJECT:	BUDGET VARIATION RESERVES
PROPONENT:	CHIEF EXECUTIVE OFFICER
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	306.13
PREVIOUS REFERENCE:	NIL
DATE:	25 JUNE 2014
AUTHOR:	DIANNE RAYMOND

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council's adopted budget at times will need variations made to reflect changes which occur after the budget has been adopted.

The purpose of this report is to seek Council's endorsement for some immediate budget variations identified by staff.

COMMENT

In accordance with legislative requirements of the *Local Government Act, 1995, Section 6.8(1)(b)* Council is required to resolve by **Absolute Majority** to incur expenditure from its municipal fund for an additional purpose that is not identified in the Adopted Budget.

The items listed in the *Financial Implications* section of this report have been identified as required variations to the Budget for transfers to/from Reserve Fund accounts.

STATUTORY ENVIRONMENT

Local Government Act (1995) – Section 6.8. - Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required.*

- (1a) In subsection (1):

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

POLICY IMPLICATIONS

No existing policy affected or relevant.

FINANCIAL IMPLICATIONS

Below is a summary of Budget Variations being requested in respect to Reserve funds:

Budget Variations	Budget	Actual	Transfer To/From Reserve
<u>Office & Equipment Reserve</u> Acquisition of iPads, associated applications & equipment (Min Ref 12/13-12 - adequate funds)	0	9493	9493
<u>Leave Reserve</u> LSL Contribution to Shire of Upper Gascoyne (K Barndon)	0	12459.43	12459.43
<u>Light Vehicle/Plant Reserve</u> Transfer not required for 13/14 Proceeds of NRMO Vehicle disposal (Min Ref 02/14-21 - no value available at time of original resolution)	10000 0	0 16012.73	0 16012.73
<u>Roadworks Reserve</u> Transfer not required for projects 13/14	100000	0	0
<u>Building Reserve</u> Replacement of asbestos roof Yuna Hall (Min Ref 11/13-16 - adequate funds) Transfer not required for Yuna Community Centre 13/14 relisted in 14/15 Budget Transfer from Building Reserve - Capital works completed 13/14 - Painting Old Roads Board Building, Painting Lot 23 C/V Rd, Energy Efficiency Project Solar harts	0 100000 17729	28345.75 0 36328	28345.75 0 36328
<u>Landcare Reserve</u> Transfer not required 13/14 as projects not completed	50060	0	0

STRATEGIC IMPLICATIONS

All the above mentioned variations are consistent with Council's Plans for the Future.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR FORRESTER

SECONDED: CR FARRELL

Council endorses the following variations to the 2013/2014 Budget:

Budget Variations	Budget	Actual	Transfer To/From Reserve
<u>Office & Equipment Reserve</u> Acquisition of iPads, associated applications & equipment (Min Ref 12/13-12 - adequate funds)	0	9493	9493
<u>Leave Reserve</u> LSL Contribution to Shire of Upper Gascoyne (K Barndon)	0	12459.43	12459.43
<u>Light Vehicle/Plant Reserve</u> Transfer not required for 13/14	10000	0	0
Proceeds of NRMO Vehicle disposal (Min Ref 02/14-21 - no value available at time of original resolution)	0	16012.73	16012.73
<u>Roadworks Reserve</u> Transfer not required for projects 13/14	100000	0	0
<u>Building Reserve</u> Replacement of asbestos roof Yuna Hall (Min Ref 11/13-16 - adequate funds)	0	28345.75	28345.75
Transfer not required for Yuna Community Centre 13/14 relisted in 14/15 Budget	100000	0	0
Transfer from Building Reserve - Capital works completed 13/14 - Painting Old Roads Board Building, Painting Lot 23 C/V Rd, Energy Efficiency Project Solar harts	17729	36328	36328
<u>Landcare Reserve</u> Transfer not required 13/14 as projects not completed	50060	0	0

**Voting 8/0
CARRIED
Minute Reference 06/14-9**

Mrs Raymond and Mrs Williams left Chambers at 10.47am

9.3

Chief Executive Officer

June 2014

Contents

9.3 AGENDA ITEMS

- 9.3.1 Western Regions Mowing, Slashing & General Maintenance
- 9.3.2 Tourism & Events Committee
- 9.3.3 Risk Management Policy
- 9.3.4 Local Government Elected Members Allowances
- 9.3.5 Review of Emergency Services Legislation

AGENDA ITEM:	9.3.1
SUBJECT:	WESTERN REGIONS MOWING, SLASHING & GENERAL MAINTENANCE
PROPONENT:	CHIEF EXECUTIVE OFFICER
SITE:	SHIRE OF CHAPMAN VALLEY – WESTERN REGIONS
FILE REFERENCE:	408.01.63
PREVIOUS REFERENCE:	Min Refs: 8/13-26; 10/13-9 & 13/14-12
DATE:	25th June 2014
AUTHOR:	MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER

DISCLOSURE OF INTEREST

BACKGROUND

At the August 2013 Ordinary Council Meeting (OCM) the following was resolved:

Moved: Cr Humphrey

Seconded: Cr Royce

That a report be presented to the September Council meeting to investigate the western region estates maintenance program.

Voting 7/0

CARRIED

Minute Reference 8/13-26

At the October 2013 Ordinary Council Meeting (OCM) the following was resolved:

Moved: Cr Batten

Seconded: Cr Royce

Council:

1. *Endorse the Request for Tender documentation and specifications for the delivery of mowing, slashing and general maintenance services for the Shire of Chapman Valley's Western Regions as presented;*
2. *Call Request for Tenders for the provision of the mowing, slashing and general maintenance services to the Shire of Chapman Valley's Western Regions for a three year period, effective from 1st July 2014, and bring these tenders back to Council for consideration;*
3. *Subject to Council's acceptance of a preferred tender(s), allocate an amount in future budgets to accommodate the tender costs for the provisions of mowing, slashing and general maintenance to the Shire of Chapman Valley's Western Regions;*
4. ***Commence an investigation into the possibility of bringing the delivery of mowing, slashing and general maintenance services to the Shire of Chapman Valley's Western Regions in-house and away from contractors prior to the expiration of the new tender period (i.e. 30th June 2017), allowing adequate time for Council to consider this option and to restructure its internal resources if necessary.***

Voting 6/1

CARRIED

Minute Reference – 10/13 - 9

At the March 2014 Ordinary Council Meeting (OCM) the following was resolved:

Moved: Cr Maluish

Seconded: Cr Humphrey

Council accepts the tender provided by Russell Walkerden (trading as Parkfalls Mowing Services) subject to the following conditions:

1. *Letter of acceptance, with the Tender Specifications attached, will form the contractual arrangement for this service;*

2. *Period of contract will be for a maximum of three (3) years, effective from 1st July 2014, with the option for either party to discontinue the contract with six (6) months prior notice, or earlier if agreed to by both parties;*
3. *Additional travel cost of 80cents/km will only be charged for areas outside those specified in the Tender Documentation;*
4. *Contract works will be managed and determined by the Chief Executive Officer and will be restricted to the annual budget amounts allocated to accommodate the provisions of mowing, slashing and general maintenance to the Shire of Chapman Valley's Western Regions.*

Voting 6/1

CARRIED

Minute Reference 03/14-12

COMMENT

Since the March 2014 OCM I have been in discussions with the owner of Parkfalls Mowing Services (Russell Walkerden and as yet a formal contract as per the tender submitted and endorsed by Council has not been finalized.

Mr. Walkerden has indicated he would like to enter into a six (6) month trial period before deciding on whether or not he will enter into a formal contract with Council. The concerns expressed by Mr. Walkerden are the six months notice for the Council (or him) to discontinue the contract and the decision of Council to investigate the option of bringing this activity back in-house.

The other issue raised by Mr. Walkerden was the schedule of works linked to the contract (copy attached) which is focused very much on the work being determined and activated by Council staff and there being no actual guarantee of work. This was how the tender specifications were structured so nothing new has been introduced.

The issue now is if Mr. Walkerden decides not to continue beyond the 31st December 2014 Council need to either recall tenders or expedite the analysis of determining if this work can be undertaken as an in-house operational function.

The purpose of this report is to provide Council with details of the analysis undertaken by staff on bringing this work in-house.

The figures listed in Table 1 below are actual costs paid to contractor "Parkfalls Mowing" over the past five years, bearing in mind the 2013/2014 figures are year to date only and not a full financial year.

The contract figures included private works (predominantly to Main Roads WA) which have been removed to reflect more accurately the actual costs Council has incurred for mowing, slashing and general maintenance in the western regions of the shire.

It will be noted from the figures in Table 1 the average costs incurred over the past five years for contract services in the western regions of the Shire for mowing; slashing and general maintenance is in the vicinity of \$17,000.

Table1: Parkfalls Mowing Contractor - Creditor History - Western Regions Estates					
Financial Year	Total Costs (less PWorks)	Private Works (Costs Reimbursed)	Total Costs	Non-Parkfalls	Parkfalls Estate
2013/14 (Ytd Apr14)	\$13,968.80	\$2,200.00	\$16,168.80	\$5,492.80	\$10,676.00
2012/13	\$19,895.00	\$2,000.00	\$21,895.00	\$2,495.00	\$19,400.00
2011/12	\$23,022.00	\$10,800.00	\$33,822.00	\$12,500.00	\$21,322.00
2010/11	\$10,585.00	\$1,100.00	\$11,685.00	\$2,115.00	\$9,570.00
2009/10	\$16,343.09	\$1,020.00	\$17,363.09	\$3,068.09	\$14,295.00
	\$83,813.89	\$17,120.00	\$100,933.89	\$25,670.89	\$75,263.00
Average/Annum	\$16,762.78	\$3,424.00	\$20,186.78	\$5,134.18	\$15,052.60

In addition to external contract costs there has also been Council's own resources internal labor and plant costs allocated to the western regions on an as needs basis. As this report is dealing with the option of converting the existing contract arrangement for mowing, slashing and general maintenance to an in-house operation the road works and spraying costs are not relevant and will continue as it has in previous years.

The analysis undertaken by the Works Supervisor, Ranger and CEO along with the *Schedule of Works* established for the recently appointed contractor (see attached) has indicated the following resources would be required to bring the service of mowing, slashing and general maintenance in-house:

Staff Resources		Estimated Costs
Gardener – Additional Hours	8 hours per fortnight (i.e. approx. 208 hrs/annum) x \$50/hr (incl. OH @ approx 80%)	\$10,400
Plant & Operational Costs		
Equipment Costs		
Ride on Mower	Entry Statement Area(s) Three times annually @ 1 hour x \$30/hr (including depreciation)	\$100 approx.
Small Tractor & Slasher	Twice Annually (minimum) (all areas is approx. 26.33 ha estimated at 36.62 hrs per operation x \$45/hr (including depreciation)	\$3300
Utility	Commuting to & from Nabawa and when undertaking watering & general maintenance tasks. Say 60km per fortnight x \$0.60/km = \$936 pa	\$1,000 approx.
Other Minor Equip (e.g. chain saw, edger, mower)	Estimate for fuel, consumables, parts, etc.	\$1,000 approx.
Estimated Annual Operating Costs		\$15,800
Capital Expenditure – Acquisition of Additional Plant & Equipment		
New Off-Set Slasher	PT16' Cut	\$5,000
Small Water Tank & Pump		\$1,000
Utility (existing) (Do not trade one of existing utilities and use this as a second gardeners vehicle)	The cost will be estimated loss for the trade value of the vehicle if not disposed of when change-over occurs.	\$17,000 (trade value loss)
Other Minor Equip	Replace, add or upgrade existing minor equipment.	\$2,000
Estimated Initial Capital Expenditure		\$25,000

There may be situations where there could be a need to still use external resources to compliment the shire own resources or the works required in the western regions. This is not dissimilar to how the road works sector of the operations functions and occurs during peak time and/or periods of staff absence (e.g. annual leave, sick leave, staff change-over, etc.). The Staff Recommendation recognises this as an operational requirement.

The issue, which has not been resolved, is where to depot plant & equipment overnight when working in the western regions. The inefficiency of mobilising and demobilising larger plant (e.g. tractor & slasher) to and from the Nabawa Depot on a daily basis needs to be considered.

There is no depot facility I am aware of within the area other than perhaps the Water Corporation's Pump Station at Parkfalls on Eliza Shaw Drive and Tanks at Waggrakine on the Chapman Valley Road. If we can come an arrangement with the Water Corporation this would resolve the problem. Otherwise an arrangement with a landowner in the area (as we do for road works plant) may be a solution.

STATUTORY ENVIRONMENT

There are no statutory implications other than maybe providing the required six (6) month notice to the contractor of Council's desire to terminate the contract. This should not be an issue because the contractor has refused to sign to contract and only want to continue his current arrangement on a temporary basis until 31st December 2014.

POLICY IMPLICATIONS

No Existing Policies affected

FINANCIAL IMPLICATIONS

Based on the estimated operational costs the average amount paid to contractors for mowing, slashing & general maintenance works undertaken in the past five years I believe this would initially cover the costs of Council's own operational resources to bring this work in-house.

The analysis for plant & equipment has been based heavily upon utilising the existing plant (e.g. small tractor, ride on mowers, minor plant & equipment) in the first instance. It is unknown how this may affect the existing road works (e.g. small tractor) and park & gardens operations. However, I believe this is something we should monitor and if it does prove detrimental to the operations of other areas then consider the acquisition of additional plant.

The other issue the availability of staff in times of leave (e.g. annual, sick, etc); however, again, I believe this is something we should monitor and if necessary increase the hours if proven necessary, rather than start out with what may be excessive hours in the first instance.

As requested, an approach was made to the City of Greater Geraldton on shared parks & garden resources across our boundaries; however, there did not appear to be an appetite from the City on this suggestion. I do not consider such a proposal as not being achievable and by commencing the use of our own resources to cover the parks & gardening work in the Shire's western regions allows this concept to be further developed.

- **Long Term Financial Plan (LTFP):**

It is not envisaged there will any significant affect on the Shires LTFP.

STRATEGIC IMPLICATIONS

As previously mentioned, I do not consider the a proposal of working collaboratively with the City of Greater Geraldton as being unachievable and by commencing the use of our own resources to cover the parks & gardening work in the Shire's western regions allows this concept to be further developed. If this does eventuate at some time in the future it should result in an improved service to the growth area of the Shire.

- **Strategic Community Plan/Corporate Business Plan:**

Objective	Strategy	Actions
We need good services to support our development as a Shire	Maintain existing services and facilities	Provide and maintain community buildings and facilities, including roads

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WOOD

SECONDED: CR HUMPHREY

Council:

- 1 Discontinue the existing contract service for the provision of mowing, slashing, watering and general maintenance in the western regions of the shire at the 31st December 2014

(as requested by the contractor) and bring this work in-house using Council's own resources;

- 2 Budget accordingly 2014/2015 and future years to increase operational and capital cost to accommodate this change in the organisations operations;
- 3 Chief Executive Office can utilise external resources as considered necessary to compliment own resources to ensure the works required are satisfactorily undertaken.

Voting 8/0

CARRIED

Minute Reference 06/14-10

WESTERN REGIONS MOWING, SLASHING & GENERAL MAINTENANCE

SCHEDULE OF WORKS

Activity	Designated Area(s)	Frequency
Mowing & Slashing	<ul style="list-style-type: none"> i. Parkfalls Estate – All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); ii. Parkfalls Estate – Recreation Reserve (Eliza Shaw Rd – Plan Attached); iii. Parkfalls Estate – Pony/Bridle Trails; iv. Parkfalls Estate – Bus Shelter Area; v. Parkfalls Estate – Entry Statement (NWCH End); vi. Wokarena Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); vii. Dolby Creek Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); viii. Waggrakine/Coffee Pot Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); ix. Other areas not listed above – <ul style="list-style-type: none"> • Richards Road; • Wokarena Road • Stirling Place; • Calder Place; • Dolby Drive; • David Road; 	<p>Twice Annually or as otherwise determined by Shire Staff</p>
Watering/Weeding	<ul style="list-style-type: none"> i. Parkfalls Estate (Eliza Shaw Drive) – All medium strip island areas. 	<p>As determined by the Shire Staff</p> <p>Watering of native plants is to be for a maximum 2 year period only.</p> <p>Dead native plants will only be replaced with those proven to survive in the area to avoid the need for excessive watering and replacements.</p> <p>Weeding will only be undertaken in designated garden areas (i.e. not verges, drains, etc.)</p>
Rubbish Collection	<ul style="list-style-type: none"> i. Parkfalls Estate – All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); ii. Parkfalls Estate – Recreation Reserve (Eliza Shaw Rd – Plan Attached); 	<p>As determined by the Shire Staff</p>

	<ul style="list-style-type: none"> iii. Parkfalls Estate – Pony/Bridle Trails; iv. Parkfalls Estate – Bus Shelter Area; v. Parkfalls Estate – Entry Statement (NWCH End); vi. Wokarena Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); vii. Dolby Creek Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); viii. Waggrakine/Coffee Pot Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); ix. Other areas not listed above – <ul style="list-style-type: none"> • Richards Road; • Wokarena Road • Stirling Place; • Calder Place; • Dolby Drive; • David Road; 	
Road Side Furnishings	<ul style="list-style-type: none"> i. Parkfalls Estate – All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); ii. Parkfalls Estate – Recreation Reserve (Eliza Shaw Rd – Plan Attached); iii. Parkfalls Estate – Pony/Bridle Trails; iv. Parkfalls Estate – Bus Shelter Area; v. Parkfalls Estate – Entry Statement (NWCH End); vi. Wokarena Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); vii. Dolby Creek Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); viii. Waggrakine/Coffee Pot Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached); ix. Other areas not listed above – <ul style="list-style-type: none"> • Richards Road; • Wokarena Road • Stirling Place; • Calder Place; • Dolby Drive; • David Road; 	As determined by the Shire Staff
General Maintenance	<ul style="list-style-type: none"> i. Parkfalls Estate – All verges on both sides of all roads from the edge of the 	As determined by the Shire Staff

	<p>road to property boundary within the Estate area (Plan Attached);</p> <p>ii. Parkfalls Estate – Recreation Reserve (Eliza Shaw Rd – Plan Attached);</p> <p>iii. Parkfalls Estate – Pony/Bridle Trails;</p> <p>iv. Parkfalls Estate – Bus Shelter Area;</p> <p>v. Parkfalls Estate – Entry Statement (NWCH End);</p> <p>vi. Wokarena Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached);</p> <p>vii. Dolby Creek Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached);</p> <p>viii. Waggrakine/Coffee Pot Development Area - All verges on both sides of all roads from the edge of the road to property boundary within the Estate area (Plan Attached);</p> <p>ix. Other areas not listed above –</p> <ul style="list-style-type: none"> • Richards Road; • Wokarena Road • Stirling Place; • Calder Place; • Dolby Drive; • David Road; 	
<p align="center">Please note the attached Contract details standards, guidelines, etc., required for the abovementioned Schedule of Works.</p>		

AGENDA ITEM:	9.3.2
SUBJECT:	TOURISM & EVENTS COMMITTEE
PROPONENT:	CHIEF EXECUTIVE OFFICER
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	403.04
PREVIOUS REFERENCE:	Minute Reference: 10/13-1
DATE:	25th JUNE 2014
AUTHOR:	MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER

DISCLOSURE OF INTEREST

Nil

BACKGROUND

At the Special Meeting of Council held on the 21st October 2013 the following resolution was passed by Council to appoint representatives on various Committees, one of these being the ***Tourism and Events Committee***:

MOVED: CR FARRELL SECONDED: CR FORRESTER

5.3 Tourism and Events Committee
(Includes Chapman Valley Agricultural Show / Australia Day Functions)

Purpose: will meet on an 'as needs' basis only to discuss items referred to them by Council in the areas of tourism and Visitor Centre Management.

Elected Committee Members:

Cr Pauline Forrester
Cr Ian Maluish
Cr Peter Humphrey
Chief Executive Officer (observer)
Manager of Planning (observer)
Community Development Officer (observer)

Delegated Authorities: Nil

- 1 *That the abovementioned Committees and Representatives as listed be endorsed.*
- 2 *Council endorse changing the name of the Parkfalls Park Management Committee to the Bill Hemsley Park Committee subject to final approval from the Department of Lands.*

*CARRIED 8/0
Minute Ref: 10/13-1*

COMMENT

The ambiguity of this resolution is the members on the *Tourism and Events Committee* participating on the Chapman Valley Agricultural Society and if it was the intention of the Council when appointing members on the Committee that all those mentioned (i.e. Elected Members and Staff) were expected be representatives on the Chapman Valley Agricultural Society.

The feeling was there was only meant to be one Elected Member representing Council on the Chapman Valley Agricultural Society and not all those listed on the *Tourism and Events Committee* as has historically been the case.

I believe there is also a need to change the purpose of this Committee by removing the words *Visitor Centre Management* and replacing this with the word *events*.

In addition to the above recommended change to the Committee's purpose I also believe this Committee should be responsible for the evaluation of Australia Day Award Nominations for recommendation to the Australia Day Council.

Purpose: Will meet on an 'as needs' basis only to discuss items referred to them by Council in the areas of tourism and events and to evaluate Australia Day Award Nominations for recommendation to the Australia Day Council.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

No existing Policy or Procedure affected.

FINANCIAL IMPLICATIONS

No significant financial implications envisaged.

- **Long Term Financial Plan (LTFP):**

No effect.

STRATEGIC IMPLICATIONS

Clarity on the intention of Council representation on Committees (internal & external) is important.

- **Strategic Community Plan/Corporate Business Plan:**

<p>We want a representation and governance model that reflects our community's unique attributes</p>	<p>The President and Councillors to be representative of the community and provide strong leadership</p>	<p>The Shire is represented on key local organisations</p>
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VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WARR

SECONDED: CR FORRESTER

Council amends the appointments of representatives on the *Shire of Chapman Valley Tourism and Events Committee* to the following:

Tourism and Events Committee

(Includes Chapman Valley Agricultural Society/Australia Day Functions & Awards)

Purpose: Will meet on an 'as needs' basis only to discuss items referred to them by Council in the areas of tourism and events and to evaluate Australia Day Award Nominations for recommendation to the Australia Day Council.

Elected Committee Members:

Cr Pauline Forrester	Shire representative on the Chapman Valley Agricultural Society (CVAS)
Cr Ian Maluish	Proxy Representatives on the CVAS
Cr Peter Humphrey	Proxy Representatives on the CVAS
Chief Executive Officer (observer)	
Manager of Planning (observer)	
Community Development Officer (observer)	

Delegated Authorities: Nil

**Voting 8/0
CARRIED
Minute Reference 06/14-11**

AGENDA ITEM:	9.3.3
SUBJECT:	RISK MANAGEMENT POLICY
PROPONENT:	CHIEF EXECUTIVE OFFICER
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	411.01
PREVIOUS REFERENCE:	NIL
DATE:	25th JUNE 2014
AUTHOR:	MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The State Government introduced new legislation under the Local Government (Audit) Audit Regulations, 1996, to stipulate it is a legal requirement for a local government Chief Executive Officer to review the appropriateness and effectiveness of a local government's systems and procedures in relation to:

- a) Risk management,
- b) Internal controls; and
- c) Legislative compliance.

This is known as LG (Audit) Regulation 17

COMMENT

I have used the services of the Echelon Australia Pty Ltd (trading as LGIS Risk Management) to assist in developing the required Risk Management Policy and Procedures. The service provided by LGIS was covered under the funds they grant local government to assist in compliance with Occupational Safety & Health and Risk Management legislation under their annual Experience Account Funds.

In addition, to save costs, we combined with the Shire's of Irwin & Northampton to develop the Policy & Procedures as a joint exercise with LGIS, which brought the overall cost down (approximately \$4,000 for this Shire).

As there is a Policy involved it was considered appropriate (though not actually legally necessary) for Council to formally adopt the Policy.

The Procedures are an internal operational document and though a copy has been provided with this Agenda Item for Council information there is no requirement for Council to adopt or endorse this document. This is an internal document the CEO and staff will use to undertake the necessary analysis and review of risk management as required under legislation.

STATUTORY ENVIRONMENT

Local Government (Audit) Regulation, 1996

17. *CEO to review certain systems and procedures*

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

POLICY IMPLICATIONS

If adopted this policy will be included into the Shire of Chapman Valley Policy & Procedures Manual

FINANCIAL IMPLICATIONS

As previously mentioned the cost to co-opt the services of Echelon Australia Pty Ltd (trading as LGIS Risk Management) was covered under the LGIS Experience Accounts they provide to local government to assist with compliance in the areas of OSH and Risk Management.

- **Long Term Financial Plan (LTFP):**

No affect on the LTFP

STRATEGIC IMPLICATIONS

It is a legal requirement to have Risk Management Policies and Procedures in place to address risk issues within the organisation.

- **Strategic Community Plan/Corporate Business Plan:**

Objective	Strategy	Actions
We want a representation and governance model that reflects our community's unique attributes	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

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR ROYCE

SECONDED: CR WOOD

Council adopts the following Risk Management Policy in accordance with Clause 17 of the Local Government (Audit) Regulation, 1996:

Purpose

The Shire of Chapman Valley ("the Shire") Risk Management Policy documents the commitment and objectives regarding managing uncertainty that may impact the Shire's strategies, goals or objectives.

Policy

It is the Shire's Policy to achieve best practice (aligned with AS/NZS ISO 31000:2009 Risk management), in the management of all risks that may affect the Shire, its customers, people, assets, functions, objectives, operations or members of the public.

Risk Management will form part of the Strategic, Operational, Project and Line Management responsibilities and where possible, be incorporated within the Shire's Integrated Planning Framework.

The Shire's Management Team will determine and communicate the Risk Management Policy, Objectives and Procedures, as well as, direct and monitor implementation, practice and performance.

Every employee within the Shire is recognised as having a role in risk management from the identification of risks to implementing risk treatments and shall be invited and encouraged to participate in the process.

Consultants may be retained at times to advise and assist in the risk management process, or management of specific risks or categories of risk.

Definitions (from AS/NZS ISO 31000:2009)

Risk: Effect of uncertainty on objectives.

Note 1: An effect is a deviation from the expected – positive or negative.

Note 2: Objectives can have different aspects (such as financial, health and safety and environmental goals) and can apply at different levels (such as strategic, organisation-wide, project, product or process).

Risk Management: Coordinated activities to direct and control an organisation with regard to risk.

Risk Management Process: Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

Risk Management Objectives

- Optimise the achievement of our vision, mission, strategies, goals and objectives.
- Provide transparent and formal oversight of the risk and control environment to enable effective decision making.
- Enhance risk versus return within our risk appetite.
- Embed appropriate and effective controls to mitigate risk.
- Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
- Enhance organisational resilience.
- Identify and provide for the continuity of critical operations

Risk Appetite

The Shire quantified its risk appetite through the development and endorsement of the Shire's Risk Assessment and Acceptance Criteria. The criteria are included within the Risk Management Procedures and are subject to ongoing review in conjunction with this policy.

All organisational risks to be reported at a corporate level are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilised, however these cannot exceed the organisations appetite and are to be noted within the individual risk assessment.

Roles, Responsibilities & Accountabilities

The CEO is responsible for the allocation of roles, responsibilities and accountabilities. These are documented in the Risk Management Procedures (Operational Document).

Monitor & Review

The Shire will implement and integrate a monitor and review process to report on the achievement of the Risk Management Objectives, the management of individual risks and the ongoing identification of issues and trends.

This policy will be kept under review by the Shire's Management Team and its employees. It will be formally reviewed at least every two years.

Signed:

Chief Executive Officer

Date: ____/____/____

**Voting 8/0
CARRIED
Minute Reference 06/14-12**



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Introduction

The Policy and Procedures form the Risk Management Framework for the Shire of Chapman Valley ("the Shire"). It sets out the Shire's approach to the identification, assessment, management, reporting and monitoring of risks. All components of this document are based on AS/NZS ISO 31000:2009 Risk Management.

It is essential that all areas of the Shire adopt these procedures to ensure:

- Strong corporate governance.
- Compliance with relevant legislation, regulations and internal policies.
- Integrated Planning and Reporting requirements are met.
- Uncertainty and its effects on objectives is understood.

This Framework aims to balance a documented, structured and systematic process with the current size and complexity of the Shire along with existing time, resource and workload pressures.

Further information or guidance on risk management procedures is available from LGIS Risk Management.

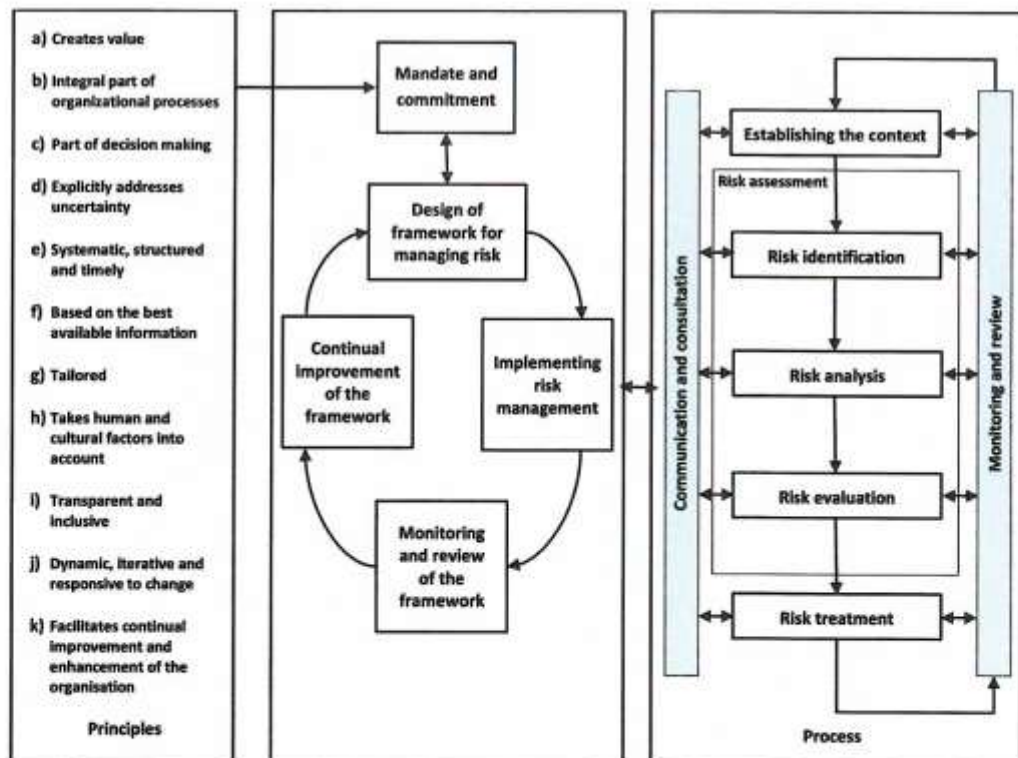


Figure 1: Risk Management Process (Source: AS/NZS 31000:2009)

Risk Management Policy

Purpose

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Policy

It is the Shire's Policy to achieve best practice (aligned with AS/NZS ISO 31000:2009 Risk management), in the management of all risks that may affect the Shire, its customers, people, assets, functions, objectives, operations or members of the public.

Risk Management will form part of the Strategic, Operational, Project and Line Management responsibilities and where possible, be incorporated within the Shire's Integrated Planning Framework.

The Shire's Management Team will determine and communicate the Risk Management Policy, Objectives and Procedures, as well as, direct and monitor implementation, practice and performance.

Every employee within the Shire is recognised as having a role in risk management from the identification of risks to implementing risk treatments and shall be invited and encouraged to participate in the process.

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The Shire will implement and integrate a monitor and review process to report on the achievement of the Risk Management Objectives, the management of individual risks and the ongoing identification of issues and trends.

This policy will be kept under review by the Shire's Management Team and its employees. It will be formally reviewed at least every two years.

Signed:

Chief Executive Officer

Date: ____/____/____

AGENDA ITEM:	9.3.4
SUBJECT:	LOCAL GOVERNMENT ELECTED MEMBERS ALLOWANCES
PROPONENT:	SHIRE OF CHAPMAN VALLEY
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	401.04
PREVIOUS REFERENCE:	NA
DATE:	25th JUNE 2014
AUTHOR:	MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The *Western Australian Salaries and Allowances Tribunal (WASAT)* were scheduled to release their determination in late June 2014 of the review of the Local Government elected member allowances under the Salaries and Allowances Act, 1975, Pursuant to Section 7(B).

At the time of writing this Report the WASAT determination for 2014/2015 had not been received; however, it is expected to be available by the Council meeting date so may be sent out separate to the Agenda, or provided to Council on the day.

COMMENT

Council Meeting Attendance Fees:

The 2013/2014 Council Meeting Attendance Fees were set at the maximum amounts of:

- ~ President \$463 per meeting;
- ~ Councillors \$225 " "

Below is the range set by the WASAT with their 13/14 determination was:

	Minimum	Maximum
Shire President	\$88	\$463
Councillor	\$88	\$225

Committee Meeting Attendance Fees:

The 2013/2014 Council Meeting Attendance Fees were set at the maximum amounts of:

- ~ President \$113 per meeting;
- ~ Councillors \$113 " "

Below is the range set by the WASAT with their 13/14 determination was:

	Minimum	Maximum
Shire President	\$44	\$113
Councillor	\$44	\$113

Annual Attendance fees in lieu of Council meeting fees above

Council has opted for the meeting attendance fees instead of the Annual Attendance Fee in lieu of these payments per meeting. However, for Council information, below is the 13/14 range set by the WASAT:

	Minimum	Maximum
Shire President	\$3,500	\$18,500
Councillor	\$3,500	\$9,000

Annual President and Deputy President Allowances

The 2013/2014 President and Deputy President Allowances were set at amounts of:

- ~ President \$12,500 per annum; &
- ~ Deputy President \$ 3,125 per annum (i.e. 25% of President Allowance)

Below is the range set by the WASAT with their 13/14 determination was:

	Minimum	Maximum
Shire President	\$500	\$19,000 (based on 0.002 of revenue as maximum)
Dep. Shire Pres (25%)	\$125	\$4,750

Information and Communication Technology (ICT) Annual allowance for expenses (s5.99A(b) reg 32(1))

The 2013/2014 ICT annual allowance was set at the following amount:

- ~ All **Councillors** \$1,000 per annum;

Below is the range set by the WASAT with their 13/14 determination was:

	Minimum	Maximum
All Councillors	\$500	\$3,500

STATUTORY ENVIRONMENT

Local Government Act 1995
Salaries and Allowances Act 1975

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The 2014/2015 Draft Budget allocations will be set as per the Staff Recommendation; however, these can be altered either at this meeting or the meeting when Council considers adopting the 2014/2015 Budget.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WOOD

SECONDED: CR FARRELL

That Council approves the following Elected Members allowances for the 2014/15 Budget:

- 1 Council and Committee Meeting Fees-per meeting for the President & Councillors to be the maximum amount set by the *Western Australian Salaries and Allowances Tribunal* in their 2014 determination;
- 2 President's Annual Allowance - \$12,500 under the condition this does not exceed the threshold of the maximum percentage set by the *Western Australian Salaries and Allowances Tribunal* in their 2014 determination; and
- 3 Deputy Annual Presidents Allowance - Set at 25% of the President Allowance

**Voting 7/1
CARRIED**

Minute Reference 06/14-13

AGENDA ITEM:	9.3.5
SUBJECT:	REVIEW OF EMERGENCY SERVICES LEGISLATION
PROPONENT:	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)
SITE:	STATE OF WESTERN AUSTRALIA
FILE REFERENCE:	NA
PREVIOUS REFERENCE:	FORUM SESSION – MAY 2014
DATE:	25th JUNE 2014
AUTHOR:	MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The DFES has released the *Concept Paper: Review of the Emergency Services Acts* outlining possible options to simplify and modernise this legislation.

A full copy of the Concept Paper and the CEO's Comments on the Paper were sent out (via Drop Box) prior to the May Forum Session with the intention of giving Elected Members adequate time to read this document and discuss any issues they may have. This information remains in Drop Box (under the June 2014 Agenda folder) for Councillors to access if they have not already done so.

COMMENT

The CEO's comments on the Concept Paper have been structure by listing each area within Paper, whether the CEO agrees or disagrees with the options along with comments. Copies of the CEO's comments are attached to this Agenda Item for reference.

I unashamedly stress the point of it being time for local government to extricate itself out of the emergency services area and for this to be controlled by the State through DFES. I do not believe most local government authorities are structured adequately enough to confidently handle the emergency service area we are responsible for (i.e. Bush Fire). This is not a criticism of the enormously valued efforts of bush fire volunteers now and in the past, rather a reflection of the times we live in and the need to ensure the most appropriate body is responsible for emergency services and hazards associated with emergencies.

The current Bush Fire Act was enacted in 1954 and it is obvious the landscape and expectations of our constituents has changed significantly over the past 60 years. We now live in the age of:

- Higher community expectations;
- Higher quality of services requirements;
- Diminishing volunteer resources being available; and
- Litigation being far more prevalent.

The opportunity exist now for local government to hand something back to the State, yet retain some participation and input into emergency services in their districts.

I do not subscribe to the scare comments that if DFES took over control all emergency service legislation; including bush fires the volunteers would abandon the bush fire brigades in their droves. There is no evidence to support such comments other than some local governments not being prepared to let something go that has historically been under their control, irrespective of whether they are performing the task to a satisfactory standard or, if they are, how long they can sustain this.

Examples of where State controlled volunteer services are operating include the Sate Emergency Services (SES) and Volunteer Fire Fighters (Structural Fires in Regional & Remote area). These services are well run and well resources, therefore there is no reason this would not be repeated if the DFES took over control of the Bush Fires section of emergency services.

The Shire of Chapman Valley is one of the local governments who should be very proud of the bush fire operations and the commitment given by its volunteers. However, the question remains of how long this can be sustained.

The other area of concern I have with the Bush Fire Control staying with the local government authority is enforcement of the legislation in the event of non-compliance. Legislative enforcement is a difficult area and one where it can go very wrong, simply because most small local governments do not have the legal knowledge or available funds at their disposal to always implement and see through enforcement. This along with the problem of living in a small community where the shire is undertaking legal action against people they know has always been very difficult, specifically when trying to take the personalities out of the process.

Enforcement of legislation is always better being undertaken by an organisation removed from the community and DFES would be better resources and positioned to undertake this function of emergency services. However, would be able (or willing) to do this if the legislative responsibility remained with local government.

STATUTORY ENVIRONMENT

Fire Brigades Act, 1942;
Bush Fires Act, 1954; and
Fire and Emergency Services Act, 1998

POLICY IMPLICATIONS

All policies and procedures linked to the Bush Fires Act, 1954 may be affected by the legislative review.

FINANCIAL IMPLICATIONS

Council currently relies very heavily on funding from the Emergency Services Levy (ESL) for both its operational and Capital requirements of the Bush Fire emergency service. Without the ESL, Council would need to cover all the capital costs for new or replacement plant, equipment and building associated with the Bush Fire operations. In addition to this a significant majority of the operational cost of the Bush Fire Control activity in the Shire comes from the ESL.

The irony of the current structure is the DFES sets the eligible operational criteria and the capital replacement and upgrade program and administer the funds to local government in accordance with their guidelines and Risk to Resource Plans. This has effectively rendered the local government control over what will (or will not) be funded as almost non-existent.

I have no problems with the current funding structure because it creates an unbiased approach to funding and resource allocation. However, I believe this structure needs to go to the next step where the DFES should also take over responsibility of the legislation and the local government simply acts as a DFES agent to undertake the on-ground operations for Bush Fire control.

- **Long Term Financial Plan (LTFP):**

The LTFP will be affected by the proposal to remove Bush Fire Control legislation away from local government to the DFES. However, the actual financial implications will be minimal because of the way this function is currently resourced.

STRATEGIC IMPLICATIONS

The concept of bush fire volunteers walking away in their droves if the legislative responsibility move away from local government to the DFES, in my mind, is a fallacy.

I am confident if a fire started the landowners will continue to assist to control the fire and protect their (or the neighbours) protect and livelihood, irrespective of whether the Shire or DFES was responsible agency for the legislation.

From practical point, I believe it is important the organisation best positioned and resourced to implement legislation should be the responsible agency, not who has historically been doing this. This does not mean the organisation best suited for the on-ground operations (Shires) cannot be an agent to the responsible organisation (DFES).

- **Strategic Community Plan/Corporate Business Plan:**

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
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VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WARR

SECONDED: CR WOOD

Council endorses the comments provided by the Chief Executive Officer for submission the Department of Fire and Emergency Services and the Western Australian Local Government Association for consideration as part of the current review of the Emergency Services Acts.

Voting 7/1

CARRIED

Minute Reference 06/14-14

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
CHAPTER 1 – EMERGENCY SERVICES LEVY (ESL)			
1.1.1	PREFERRED OPTION: Responsibility for administration of the ESL to remain with DFES	Agree (Conditional)	Remove responsibility of local government to raise the ESL and recover non-payment of the ESL. This should be transferred to the State and be raised by the Department of Finance at the same time they raise the State Land Tax. It is understood the State Land Tax is not payable on all properties; however the same valuation process is relevant as it is derived through valuations provided by Landgate.
1.2.1	PREFERRED OPTION: Retain the current ESL funding model	Agree (Conditional)	Remove responsibility of local government to raise the ESL and recover non-payment of the ESL. This should be transferred to the State and be raised by the Department of Finance at the same time they raise the State Land Tax. It is understood the State Land Tax is not payable on all properties; however the same valuation process is relevant as it is derived through valuations provided by Landgate.
1.3	Additional Levies	Disagree with all options listed in this section.	Any additional levies would result a people paying multiple levies. Unless the system being contemplated can ensure multiple payments are removed it should not be considered. The other option is to remove the land rate levy option and go totally to vehicle licensing.
1.4.1	PREFERRED OPTION: Provide clarification that adjustments will only be permitted in the current financial year	Agreed	
1.5	ESL should be expanded to include additional emergency response equipment	Agree	Eligible ESL expenditure should be expanded to include: ~ Standpipes; ~ Legal and admin cost to recover unpaid ESL; ~ Legal cost to enforce non-compliance with legislation.
CHAPTER 2: ADMINISTRATION AND MISCELLANEOUS PROVISIONS			
2.1.1	PREFERRED OPTION: Abolish Fire Districts	Agreed	

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
2.2.1	PREFERRED OPTION: Allow local government to sub delegate powers as required	Agreed	
2.3.1	PREFERRED OPTION: Bush Fire Advisory Committees are removed from legislation and local government form hazard advisory committees to suit local needs	Agreed (Conditional)	LGAs should be able to combine the current LEMC and Bush Fire Advisory Committee into the one Hazard Advisory Committee
2.4.1	PREFERRED OPTION: Emergency service powers are structured into general classes of powers (e.g. prevention; response; inspection; investigation and recovery)	Agreed	
2.5.1	PREFERRED OPTION: Water may be taken as required to perform a function under the Act, but will be replenished as soon as practicable, in certain cases	Agreed	
2.6.1	PREFERRED OPTION: Provide for approval of Industry Response Units to act as directed	Agreed	
2.7.1	PREFERRED OPTION: Establish investigation as a function of the FES Commissioner and provide specifically for investigation powers	Agreed	All legal proceeding for to enforcement of non-compliance with legislation should be the responsibility of DFES.
CHAPTER 3: RISK MITIGATION			
3.1.1	PREFERRED OPTION: Binding the Crown to the entire Act	Agreed	
3.2.1	PREFERRED OPTION: The FES Commissioner can direct State	Agreed	

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
3.3.1	agencies PREFERRED OPTION: Making provision for local government responsibilities in respect of risk mitigation activities on its land or land it manages, controls or is under its care	Agreed (Conditional)	This is agreed to; however, local government may move to relinquish some of the Crown Land they current have vested in them and have management orders over. This is probably an exercise which should be undertaken anyway to determine if all vestings are still required/warranted. The other issue is costs. If LGAs are to have additional tasks place on them then the cost to resource these task need be forthcoming as well. Perhaps as an eligible expenditure item under the ESL.
3.4.1	PREFERRED OPTION: Local government will have an obligation to take such mitigation steps as required by the FES Commissioner	Agreed (Conditional)	This is agreed to; however, if LGAs are to have additional tasks place on them then the cost to resource these task need be forthcoming as well. Perhaps as an eligible expenditure item under the ESL.
3.5.1	PREFERRED OPTION: No further committees	Agreed (Conditional)	This should be expanded to combine the current LEMC and Bush Fire Advisory Committee into the one Hazard Advisory Committee
3.6.1	PREFERRED OPTION: Local government and specified State agencies must report to the FES Commissioner <i>on items specified in the legislation and additional matters as may be required by the FES Commissioner</i>	Agreed (Conditional)	This is agreed to; however, if LGAs are to have additional tasks place on them then the cost to resource these task need be forthcoming as well. Perhaps as an eligible expenditure item under the ESL. There is also ambiguity as to what this will entail i.e. <i>"..on items specified in the legislation and additional matters as may be required by the FES Commissioner.."</i> Until the Regulations are completed the actual requirement is unknown.
3.7.1	PREFERRED OPTION: Maintain current risk management planning arrangements	Agreed	
3.8.1	PREFERRED OPTION: Empower local government to issue notices to owners and occupiers to require	Disagree	This power should be placed with DFES and not local government. This would give the legislation more strength as the enforcement will be removed from local influences (e.g. political,

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
	them to mitigate the risk associated with other specified natural hazards		resource availability, distanced from process).
3.9.1	PREFERRED OPTION: Local government may require the development and implementation of a hazard management plan on private land	Disagree	This power should be placed with DFES and not local government. This would give the legislation more strength as the enforcement will be removed from local influences (e.g. political, resource availability, distanced from process).
3.10.1	PREFERRED OPTION: The FES Commissioner may require private landowners to conduct risk mitigation on private land	Agree (Conditional)	This power given to the FES Commissioner should be across all emergency areas (i.e. including Bush Fire). This would give the legislation more strength as the enforcement will be removed from local influences (e.g. political, resource availability, distanced from process).
3.11.1	PREFERRED OPTION: Replace Restricted and Prohibited Burning Times with a single Fire Danger Period	Agree (Conditional)	This should not be simply reverting the existing Restricted & Prohibited Burning Times period to the proposed Fire Danger Period without some consultation with community. The proposed Fire Danger Period in Broadacre Agricultural industry in particular needs to be carefully considered as adequate time needs to be available for farmers to burn off stubble prior to the forthcoming seeding period.
3.12.1	PREFERRED OPTION: Local government is not permitted to alter Fire Danger Periods	Disagree	This Option states "...Any requirement to make an alteration can be referred to the FES Commissioner.." There needs to be a mechanism where the local district/community can have input on the possible need to alter the Fire Danger Period.
3.13.1	PREFERRED OPTION: Allow for an automatic exemption to undertake an activity during a Total Fire Ban if the prescribed conditions are met. The person must notify DFES and local government of their intent to undertake the exempted activity	Agree (Conditional)	Notification must be made to DFES only as it states quite clearly the FES Commissioner has the power here. DFES should then notify the local government.

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
3.14.1	PREFERRED OPTION: Remove all reference to Fire Danger Forecasts	Agreed	
3.15.1	PREFERRED OPTION: Replace Gazettal requirement with the FES Commissioner's certificate of proof	Agreed	
3.16.1	PREFERRED OPTION: Permits will be required for burns that pose a higher risk, with conditions for most burns set out in the regulations	Agreed (Conditional)	This appears to remove the ability of an individual district to prohibit burning in specific land use/zoned areas (e.g. residential, Special Rural, Rural Residential & General Farming areas may all required different conditions in regards to burning permits. This needs further clarification)
3.17.1	PREFERRED OPTION: State agencies, local government and private landowners should not be afforded protection from civil liability in cases of risk mitigation activities	Agreed (Conditional)	Under the condition it is guaranteed protection remains for those acting in good faith are protected.
3.18.1	PREFERRED OPTION: Prescribed Burning is defined and referred to as a distinct mitigation strategy	Agreed	
3.19.1	PREFERRED OPTION: The FES Commissioner has the power to provide a system that must be complied with in the case of every Prescribed Burn	Agreed	
3.20.1	PREFERRED OPTION: In the case of any conflict between the new emergency services Act (including any legislated guideline, notice or direction issued in terms of the Act) and any other prescribed Act, the new emergency services Act will	Agree	

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
	prevail		
3.21.1	PREFERRED OPTION: Include provisions that deal specifically with Asset Protection Zones	Agree	
3.22.1	PREFERRED OPTION: Empower the FES Commissioner to designate hazard prone areas	Agree	
CHAPTER 4: VOLUNTEER BRIGADES, GROUPS & UNITS (BGUs)			
4.1.1	PREFERRED OPTION: Recognise a single Volunteer Charter in the new emergency services Act	Agree	
4.2.1	PREFERRED OPTION: Retain the current legislative separation of the volunteer emergency services	Disagree	The opportunity exists now, with this legislative review in process, to merge all the emergency services under the one State Government organisation (DFES).
4.2.2	Establish a single volunteer service under the responsibility and management of the FES Commissioner	Agree	The perception Bush Fire Brigade volunteers will leave in their droves is a fallacy. Some may leave due to them not being willing to change, yet a majority will remain as they will still be keen to protect their (and their neighbours) assets and livelihoods. The cost listed in Option 4.2.2 for re-branding, new uniforms, etc. appear exorbitant and such one-off costs should not be a deterrent to implementing a necessary change.
4.3.1	PREFERRED OPTION: Provide a set of minimum administrative requirements, that apply to all BGUs	Agreed (Conditional)	
4.4.1	PREFERRED OPTION: Discipline and conduct matters handled at a BGU level in line with minimum specified requirements with some matters to be escalated to the FES Commissioner	Agreed (Conditional)	
4.5.1	PREFERRED OPTION: Legislation		Subject to item 4.2.2 being introduced for DFES to establish a single volunteer service under the responsibility and management of the FES Commissioner.

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
	sets out that the FES Commissioner has the power to set training standards and those standards are set out in policy		If 4.2.1 is implemented then there will be additional administrative resources and costs imposed upon local governments which need to catered for, perhaps as part of eligible expenditure under the ESL.
4.6.1	PREFERRED OPTION: Where DFES is responsible for managing BGUs, all members fall under the immediate order and control of the FES Commissioner	Agreed (Conditional)	BFB cannot have two Masters!!!
4.7.1	PREFERRED OPTION: No employment protection for volunteers provided in the new emergency services Act	Agreed	
4.8.1	PREFERRED OPTION: Retain the SES as a volunteer emergency service under DFES	Agreed	
4.9.1	PREFERRED OPTION PART A: Local government may, by agreement with DFES, hand over responsibility for a BFB to DFES	Agreed (Conditional)	This Option should be secondary to Option 4.9.5 i.e. "DFES to take responsibility for all BFBs" Many of the comments under this section need to be challenged as they are baseless and incorrect assumptions i.e. "...some BFB members would walk away if DFES took over responsibility and that removing BFBs from local government would result in a reduction of the local knowledge that is seen as vital to the successful functioning of BFBs." There is no evidence this will occur & I believe volunteer member

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
			<p>will predominantly stay as they will see this as necessary to protect their (and their neighbours) assets and livelihoods</p> <p><i>"This option would result in a cost shift from local government to DFES."</i></p> <p>About time this happened in reverse as the State never see any issue with cost shifting to local government.</p> <p><i>"DFES has estimated that the cost to transfer all BFBs to DFES would be approximately \$23 million per year in additional staff across the state to support BFB administration. This cost represents personnel, vehicles, training, accommodation and associated costs to manage the transferred BFBs"</i></p> <p>So it is acceptable for local government to accept a \$23million cost burden yet not acceptable for the State to do so. Surely the ESL would cater for all the costs to run a BFB. If not they why not. This statement is basically stating the ESL is \$23m per annum short of what it should be to adequately support BFB.</p>
4.9.5	DFES to take responsibility for all BFBs	Agreed	<p>This Option should take preference over the Preferred Option stated at 4.9.1 i.e.</p> <p><i>"Local government may, by agreement with DFES, hand over responsibility for a BFB to DFES"</i></p>
4.9.2	PREFERRED OPTION PART B: DFES may take responsibility for a BFB under certain circumstances	Agreed (Conditional)	<p>This Option should be secondary to Option 4.9.5 i.e.</p> <p><i>"DFES to take responsibility for all BFBs"</i></p>

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
	without agreement from local government		
4.9.3	PREFERRED OPTION PART C: The FES Commissioner may establish (or disband) a BFB	Agreed (Conditional)	This Option should be secondary to Option 4.9.5 i.e. "DFES to take responsibility for all BFBs"
4.9.4	PREFERRED OPTION PART D: Local government cannot establish (or disband) a BFB without the approval of the FES Commissioner	Agreed (Conditional)	This Option should be secondary to Option 4.9.5 i.e. "DFES to take responsibility for all BFBs" The question here is: Will the ESL payment to local governments still be paid if the local government establishes a BFB yet the FES Commissioner disagrees with his action?
CHAPTER 5: RESPONSE, COMMAND AND CONTROL			
5.1.1	PREFERRED OPTION A: Introduce Response Agreements (that include agreement on the primary responder for an area, and details of command and control at incidents)	Agreed (Conditional)	Agreement should only be on the condition the resources required to adequately introduce the proposed Response Agreements are made available to local governments, perhaps through eligible ESL expenditure.
5.1.2	PREFERRED OPTION B: Until a Response Agreement has been established current arrangements will continue	Agreed (Conditional)	If such cost recovery is not forthcoming then all the more reason the BFB operation should be transferred to DFES (as per Item 4.9.5).
5.2.1	PREFERRED OPTION: The FES Commissioner may endorse certain people as 'Incident Controllers'	Agreed (Conditional)	This reflects the FES Commissioner taking over more control of all emergency management area. Therefore it is important DFES take over BFB operations (as per Item 4.9.5).
5.3.1	PREFERRED OPTION: The FES Commissioner has power to authorise a person to take control of an incident either upon request or	Agreed (Conditional)	Operators cannot function efficiently with two masters!

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
	due to the nature and extent of the incident		
5.4.1	PREFERRED OPTION: Requirement to notify DFES of all prescribed incidents anywhere in the State	Agreed (Conditional)	Difficult to determine if this is agreed to until the <i>prescribed incidents</i> identified under legislation are known. May result in additional legislative burden on LGAs. This needs to be clearly identified before this recommendation can progress. This reflects the FES Commissioner taking over more control of all emergency management area. Therefore it is important DFES take over BFB operations (as per Item 4.9.5).
5.5.1	PREFERRED OPTION: The new emergency services Act gives the Minister for Emergency Services the power to set out the rank structures, for all BGUs, in the regulations	Agreed (Conditional)	
5.6.1	PREFERRED OPTION: Remove the option for the FES Commissioner to appoint a BFLO	Agreed	
CHAPTER 6: EMERGENCY SERVICES IN BUILT ENVIRONMENT			
6.1.1	PREFERRED OPTION: DFES continues to have an advisory only role	Agreed	
6.2.1	PREFERRED OPTION: The FES Commissioner is not able to prevent the issue of an occupancy certificate	Agreed	
6.3.1	PREFERRED OPTION: The FES Commissioner may inspect premises and take certain action if there is potential danger to life or property from a hazard that DFES is responsible for or due to a failure to meet DFES operational requirements	Agreed (Conditional)	This reflects the FES Commissioner taking over more control of all emergency management area. Therefore it is important DFES take over BFB operations (as per Item 4.9.5).
6.4.1	PREFERRED OPTION: The FES	Agreed	This reflects the FES Commissioner taking over more control of

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
	Commissioner has the power to require the owner/occupier of premises to take steps to prevent or mitigate the effects, or potential effects, of any incident	(Conditional)	all emergency management area. Therefore it is important DFES take over BFB operations (as per Item 4.9.5).
6.5.1	PREFERRED OPTION: Powers to evacuate, close and use force granted for all premises (except Class 1a) to the FES Commissioner or an authorised officer in the event of a potential danger to life or due to failure to meet DFES operational requirements	Agreed (Conditional)	This reflects the FES Commissioner taking over more control of all emergency management area. Therefore it is important DFES take over BFB operations (as per Item 4.9.5).
6.6.1	PREFERRED OPTION: Publish a document of operational requirements (guidelines not set in legislation)	Agreed	
CHAPTER 7: OFFENCES AND ENFORCEMENT			
7.1.1	PREFERRED OPTION: Penalty amounts should be specified in units	Agreed	
7.2.1	PREFERRED OPTION: Assign enforcement powers to the parties asset out in Section 59 of the Bush Fires Act	Disagree	This power should be placed with DFES and not local government. This would give the legislation more strength as the enforcement will be removed from local influences (e.g. political, resource availability, distanced from process).
7.3.1	PREFERRED OPTION: Continue to allow enforcement agencies to issue warnings as they deem necessary	Agree (Conditional)	This power should be undertaken in consultation and direction of with DFES as eventual enforcement should be with DFES not the LGA. Therefore any warning should be undertaken in the proper format and process as not to adversely affect such enforcement (if required). This would give the legislation more strength as the enforcement will be removed from local influences (e.g. political, resource

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
7.4.1	PREFERRED OPTION PART A: Improve daily penalty provisions	Agree	availability, distanced from process).
7.4.2	PREFERRED OPTION PART B: Introduce graduated penalties for repeat offences	Agree	
7.5.1	PREFERRED OPTION: The new emergency services Act is listed as a prescribed Act under the <i>Criminal Procedure Act 2004</i>	Agree	
7.6.1	PREFERRED OPTION: Remove offences in the emergency services legislation when clearly duplicated in the <i>Criminal Code</i> or adequately addressed in another contemporary Act in Western Australia	Agree	
7.7.1	PREFERRED OPTION: The new emergency services Act provides for a single provision containing an offence for damage to any property owned or operated by a person performing a function under the emergency services legislation	Agree	
7.8.1	PREFERRED OPTION: Create a new, more general offence and simplify the elements required to prove the offence	Agree	
7.11	Supporting Local Government to undertake enforcement activities	Agree	This needs to be strongly advocated within the Concept Paper as many LGAs do not have the resources or internal knowledge to adequately enforce legislation. Enforcement powers should be placed with DFES and not local

CEO'S COMMENTS ON DFES CONCEPT PAPER ON THE REVIEW OF EMERGENCY SERVICES ACTS

Ref No.	Option	Agree/Disagree	Comments
CHAPTER 8: PROTECTION FROM LIABILITY			
8.1.1	PREFERRED OPTION: Retain existing coverage for anything a person has done in good faith 'in the performance or purported performance of a function under the emergency services Acts'	Agree	government. This would give the legislation more strength as the enforcement will be removed from local influences (e.g. political, resource availability, distanced from process).
8.2.1	PREFERRED OPTION: Do not include specific groups (as specified in section 37(1a) of the Fire and Emergency Services Act) in the new emergency services Act	Agree	
8.3.1	PREFERRED OPTION: Protection is limited to Civil Liability	Agree	
8.4.1	PREFERRED OPTION: A new section is included stating that a Court may order a stay of proceedings if satisfied that there is no reasonable ground for alleging that the Protection from Liability would not apply	Agree	
8.5.1	PREFERRED OPTION: Emergency services legislation remains silent on burden of proof	Agree	
CHAPTER 9: FIRE AND RESCUE SERVICE OPERATIONAL STAFF			
9.1.1	PREFERRED OPTION: Administrative provisions contained in the regulations only	Agree	

10.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

11.1 Elected Member Reports

Cr Forrester advised that she had attended the Chapman Valley Agricultural Society meeting, Nabawa Revitalisation workshop and the morning tea for the Naaguja Warangkarri Aboriginal Corporation.

Cr Collingwood gave a report on the Australian Local Government Association Conference that he and Mr Battilana attended in Canberra.

Cr Farrell gave a report on the Northern Country Zone meeting held in Mingenew.

12.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY A DECISION OF THE COUNCIL

COUNCIL RESOLUTION

MOVED: CR WARR

SECONDED: CR FORRESTER

That Council deal with the correspondence received 24 June 2014 from Australian Local Government Association regarding the call to have the Government reverse its decision to freeze the indexation of the local government Financial Assistance Grants (FAGs).

**Voting
CARRIED**

Minute Reference 06/14-15

COUNCIL RESOLUTION

MOVED: CR FARRELL

SECONDED: CR WARR

That Council endorse the Australian Local Government Association resolution as per correspondence provided and write to the Federal Government representatives, highlighting the implications of the decision for local services and asking Coalition representatives whether they continue to support the decision.

**Voting
CARRIED**

Minute Reference 06/14-16

13.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC

13.1 Disposal Lot 9 Indialla Road, Nabawa

COUNCIL RESOLUTION

MOVED: CR FORRESTER

SECONDED: CR WARR

Council closes the meeting to the public for the following Agenda Item(s) in accordance with the Local Government Act, 1995:

Section 5.23(2)(c) as the items involves a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

**Voting 8/0
CARRIED**

Minute Reference 06/14-17

AGENDA ITEM:	13.1
SUBJECT:	DISPOSAL OF LOT 6 (No. 9) INDIALLA RD, NABAWA
PROPONENT:	CHIEF EXECUTIVE OFFICER
SITE:	LOT 6 (No. 9) INDIALLA RD, NABAWA
FILE REFERENCE:	A1719
PREVIOUS REFERENCE:	MINUTE NO'S 8/13-8 to 8/13-20 (ADOPTION OF 2013/2014 BUDGET) and 9/13-15
DATE:	25 th JUNE 2014
AUTHOR:	MAURICE BATTILANA

COUNCIL RESOLUTION / STAFF RECOMMENDATION

MOVED: CR WOOD

SECONDED: CR FARRELL

- 1 As a result of there being no submissions received from the public Council accepts the offer made for the sale of Lot 6 (No 9) Indialla Rd, Nabawa by Private Treaty;
- 2 Council allocate the following indicative amounts in the 2014/2015 Draft Budget Reserve Accounts from funds received for the sale of Lot 6 (No 9) Indialla Rd, Nabawa. These amounts may alter subject to the forecasted end of financial year position and other budget considerations:

~ Leave Reserve	\$50,000
~ Plant & Light Vehicle Reserve	\$125,000
~ Computer & Office Reserve	\$ Balance of funds received

**Voting 8/0
CARRIED**

Minute Reference 06/14-18

COUNCIL RESOLUTION

MOVED: CR FORRESTER

SECONDED: CR FARRELL

That Council come out from behind closed doors.

**Voting
CARRIED**

Minute Reference 06/14-19

14.0 CLOSURE

The Chairman thanked the Elected Members and Staff for their attendance and the meeting was declared closed at 11.58am.