



Shire of Brookton

## ORDINARY COUNCIL MEETING

### MINUTES

Thursday 19 March 2015

These minutes were confirmed by Council as a true and correct record of the Ordinary Council meeting held on 19 March 2015.

**Presiding Member:**.....**Date:**.....

#### Disclaimer

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) establish procedures for revocation or revision of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Brookton expressly disclaims liability for any loss or damage suffered by any person as a result or relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council Meeting.

**Shire of Brookton**  
**Ordinary Meeting of Council held 19 March 2015.**  
**Commencing at 12.30 pm.**

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### 1.03.15 DECLARATION OF OPENING / ATTENDANCE / APOLOGIES

The Presiding Member opened the meeting at 12.31pm and welcomed Councillors, staff and members of the public.

#### **Attendance**

##### Elected Members

Cr KT Wilkinson – Shire President (Presiding Member)  
Cr KL Crute - Deputy Shire President  
Cr K H Mills  
Cr R T Fancote  
Cr N Walker  
Cr L Allington

##### Staff

Kevin O'Connor	Chief Executive Officer
Evelyn Arnold	Deputy Chief Executive Officer
Stefan De Beer	Shire Planner
Courtney Fulwood	Administration Officer
Carina Whittington	Community Services Manager

##### Members of the Public

Nil

##### Apologies

Cr TM Eva

### 2.03.15 ANNOUNCEMENT OF VISITORS

Joan Francis – Proposed Wild Flower Walk

### 3.03.15 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

### 4.03.15 PUBLIC QUESTION TIME

Nil

### 5.03.15 APPLICATIONS FOR LEAVE OF ABSENCE

#### **Council Resolution**

##### **5.03.15.01**

**Moved Cr Mills      Seconded Cr Allington**

**That Cr Crute be granted leave of absence from the April 2015 Council meeting.**

**CARRIED 6-0**

### 6.03.15 PETITIONS/ DEPUTATIONS / PRESENTATION

- Joan Francis – Proposed Wild Flower Walk
- August/September best time of year for Wild Flowers.
- Council Support requested –Clearing rubbish, building tracks, providing bins.
- Joan to approach Main Roads for usage of their land, may require a letter of support from Council.

**7.03.15 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**Council Resolution**

**7.03.15.02**

**Moved Cr Crute Seconded Cr Mills**

**That the minutes of the Ordinary Council meeting held in the Shire of Brookton Council Chambers on Thursday 19 February 2015 be confirmed as a true and correct records of proceedings. Subject to the correction that Cr Allington was on leave of absence.**

**CARRIED 6-0**

**8.03.15 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**Condolences**

Apryl Blechynden

John Brown

**9.03.15 DECLARATIONS BY MEMBERS & OFFICERS**

Nil

***Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer prior to the item.***

**Financial, Proximity and Impartiality Interests**

<b>Item no.</b>	<b>Members</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>

## 10.03.15.0 TECHNICAL & DEVELOPMENT SERVICES REPORT

### 10.03.15.01 SUBDIVISION APPLICATION – LOTS 5699, 6024 CORBERDING ROAD, BROOKTON

**FILE REFERENCE:** S151312

**AUTHORS NAME AND POSITION:** Stefan de Beer  
Shire Planner

**NAME OF APPLICANT/RESPONDENT:** Peter Gow

**DATE REPORT WRITTEN:** 9 March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter.

**PREVIOUS MEETING REFERENCE:** No previous meeting reference.

#### **SUMMARY:**

An application has been received to subdivide Lots 5699 & 6024 Corberding Road, for road widening purposes. It will be recommended the application be approved.

#### **Background:**

As part of a road widening exercise it is proposed to subdivide sections from lots 6024 & 5699 Corberding Road.

#### **Details:**

The attachments (10.03.15.01A and B) to this report reflect the proposal to subdivide sections of lots 6024 & 5699 Corberding Road for road widening purposes.

#### **Statutory and Legal Considerations:**

Subdivision is determined by the Western Australian Planning Commission in compliance with state policies and the Shire of Brookton's planning framework. Council's recommendation is considered when determining the application.

#### **Policy Considerations:**

There are no policy implications in relation to this submission.

#### **Consultation:**

No consultation was done for this application.

#### **Financial Implications:**

There are no financial implications relative to this application.

#### **Strategic Community Plan (2013 – 2023):**

- No specific implication relative to this submission.

#### **Corporate Business Plan (2014 – 2018):**

- No specific implication relative to this submission.

**Local Planning Strategy:**

- No specific implication relative to this submission.

**Officer's Comment:**

The proposal will move towards formalizing a road widening exercise.

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

**That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 151312 for the subdivision of Lot 5699 & Lot 6024 Corberding Road Brookton be approved.**

**Council Resolution:**

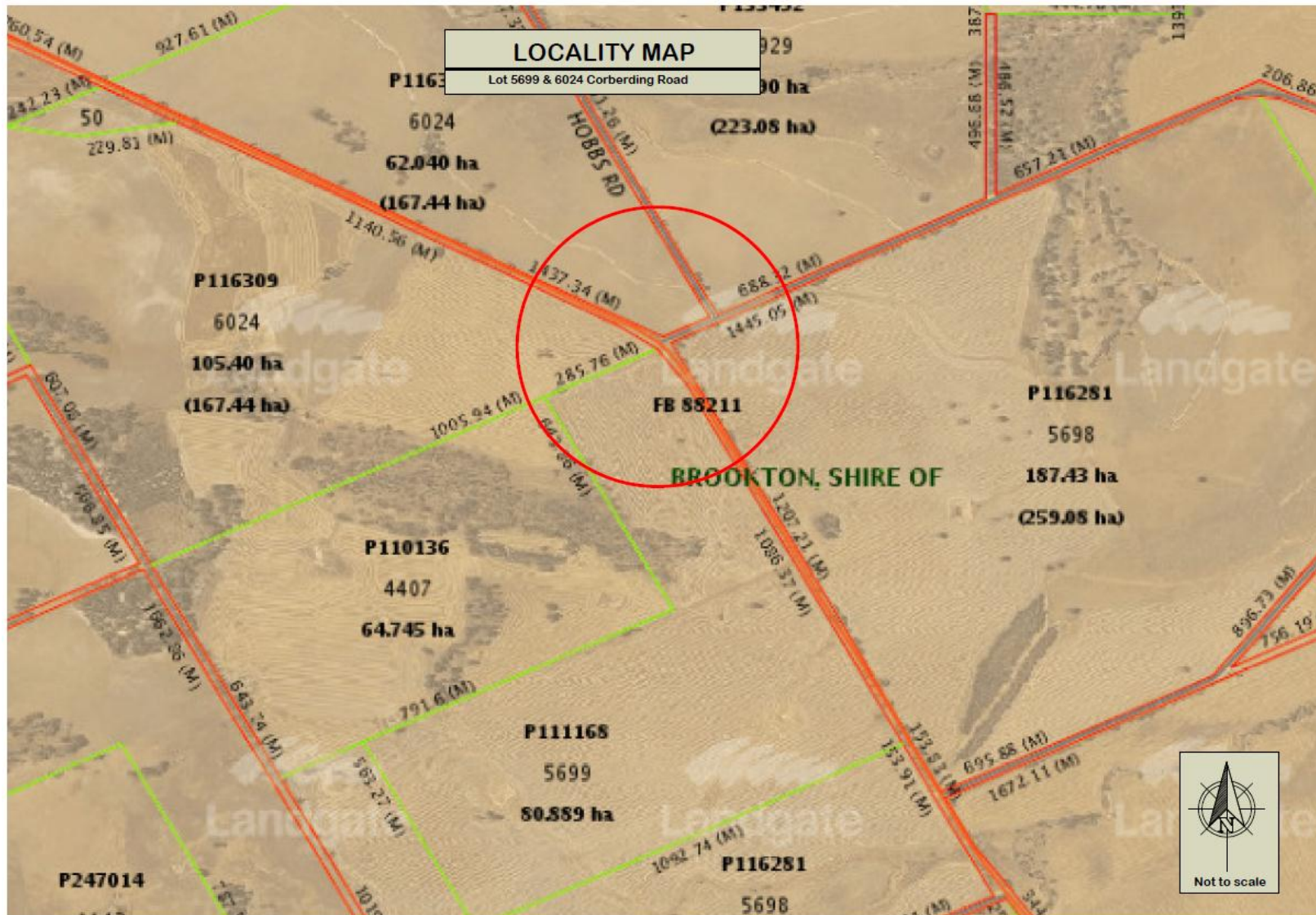
**10.03.15.01**

**Moved Cr Crute Seconded Cr Allington**

**That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 151312 for the subdivision of Lot 5699 & Lot 6024 Corberding Road Brookton be approved.**

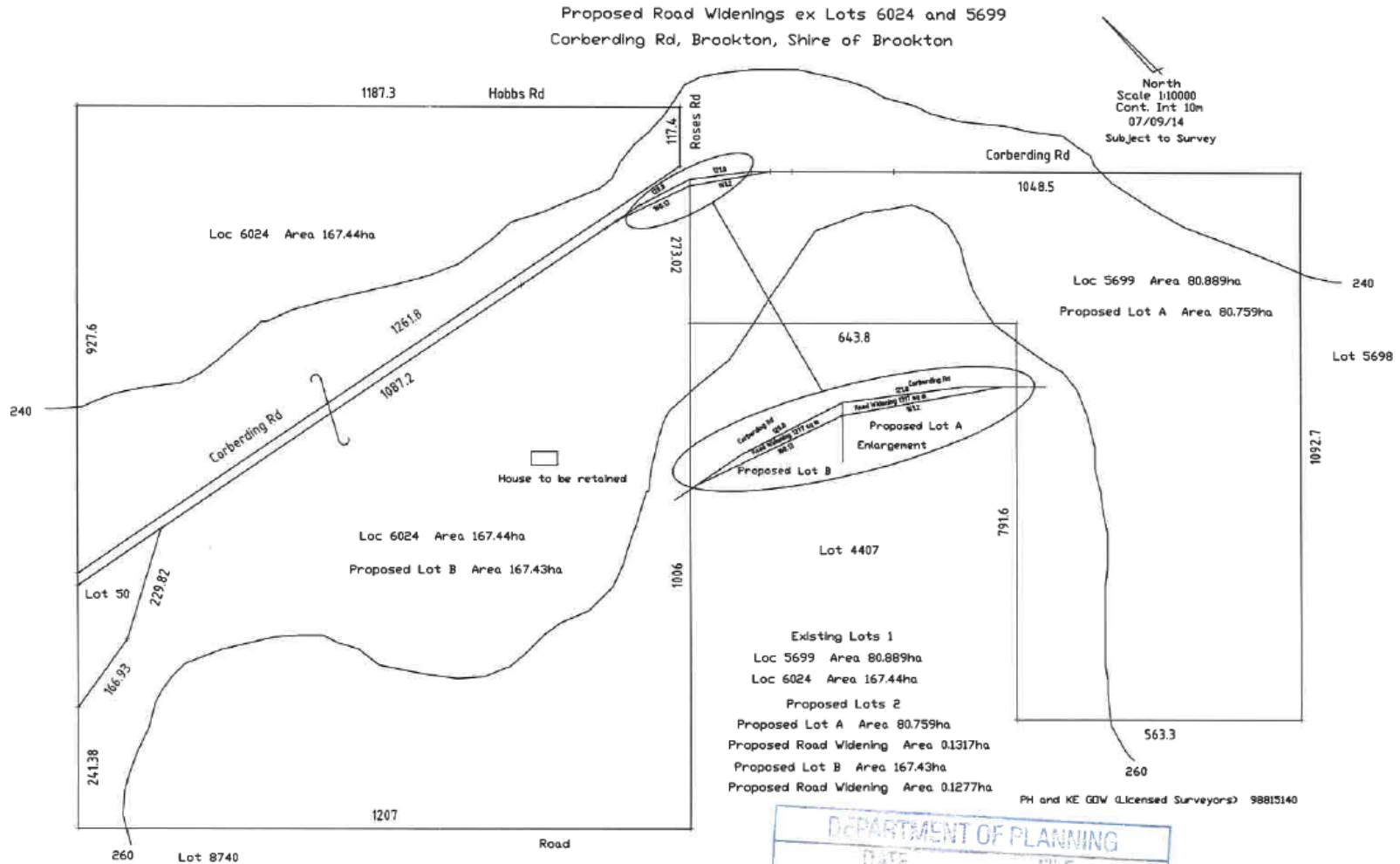
**CARRIED 6-0**

ATTACHMENT 10.03.15.01A





ATTACHMENT 10.03.15.01B



DEPARTMENT OF PLANNING

DATE	FILE
19 JAN 2015	151312

## 10.03.15.02 SUBDIVISION APPLICATION – LOTS 166, 167 GREAT SOUTHERN HIGHWAY, BROOKTON

**FILE REFERENCE:** S151357

**AUTHORS NAME AND POSITION:** Stefan de Beer  
Shire Planner

**NAME OF APPLICANT/RESPONDENT:** Peter Gow

**DATE REPORT WRITTEN:** 9 March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter.

**PREVIOUS MEETING REFERENCE:** No previous meeting reference.

### **SUMMARY:**

An application has been received to subdivide Lots 166 & 167 Great Southern Highway. It will be recommended the application be approved.

### **Background:**

An application to realign the boundaries of lot 166 and lot 167 through a subdivision and amalgamation exercise has been received.

### **Details:**

The proposed subdivision will realign the boundaries of lots 166 and 167 to enable the infrastructure of SP Hay to be located on its own title. The properties are zoned 'Farming' and contains existing SP Hay infrastructure.

### **Statutory and Legal Considerations:**

Subdivision is determined by the Western Australian Planning Commission in compliance with state policies and the Shire of Brookton's planning framework. Council's recommendation is considered when determining the application.

### **Policy Considerations:**

There are no policy implications in relation to this submission.

### **Consultation:**

No consultation was done for this application.

### **Financial Implications:**

There are no financial implications relative to this application.

### **Strategic Community Plan (2013 – 2023):**

- No specific implication relative to this submission.

### **Corporate Business Plan (2014 – 2018):**

- No specific implication relative to this submission.

**Local Planning Strategy:**

- The proposal complies with the Local Planning Strategy directives for subdivision.

**Officer's Comment:**

The proposal is in keeping with the Shire's Local Planning Strategy and relevant State Policies governing subdivisions. Refer attachments 10.03.15.02A, B, C.

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

**That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 151357 for the subdivision of Lot 166 & Lot 167 Great Southern Highway be approved, subject to the following advice note:**

**The Commission's approval should not be construed as an approval for development on any of the lots proposed.**

**Council Resolution**

**10.03.15.02**

**Moved Cr Crute Seconded Cr Allington**

**That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 151357 for the subdivision of Lot 166 & Lot 167 Great Southern Highway be approved, subject to the following advice note:**

**Advice Note:**

**The Commission's approval should not be construed as an approval for development on any of the lots proposed.**

**CARRIED 6-0**

PH and KE GOW (Licensed Surveyors)

PO Box 580 Narrogin WA 6312  
98815140 0428250962 fax 98815575

The Secretary  
Western Australian Planning Commission  
140 William St  
PERTH WA 6000

27/01/15

RE: Proposed Subdivision Lots 166 and 167, Great Southern Hwy, Brookton

Dear Sir,  
We act for the proprietors of Lots 166 and 167 Great Southern Hwy, Brookton.

The intent of the subdivision proposal is to create two lots from two existing lots in the Brookton Shire by way of a boundary realignment. The reason for the proposed subdivision is to allow the infrastructure for SP Hay to be contained on its own title.

This subdivision would create no new additional dwelling entitlements.

On behalf of our client I request that the commission grant preliminary approval for the subdivision as submitted.

Any questions do not hesitate to contact me.

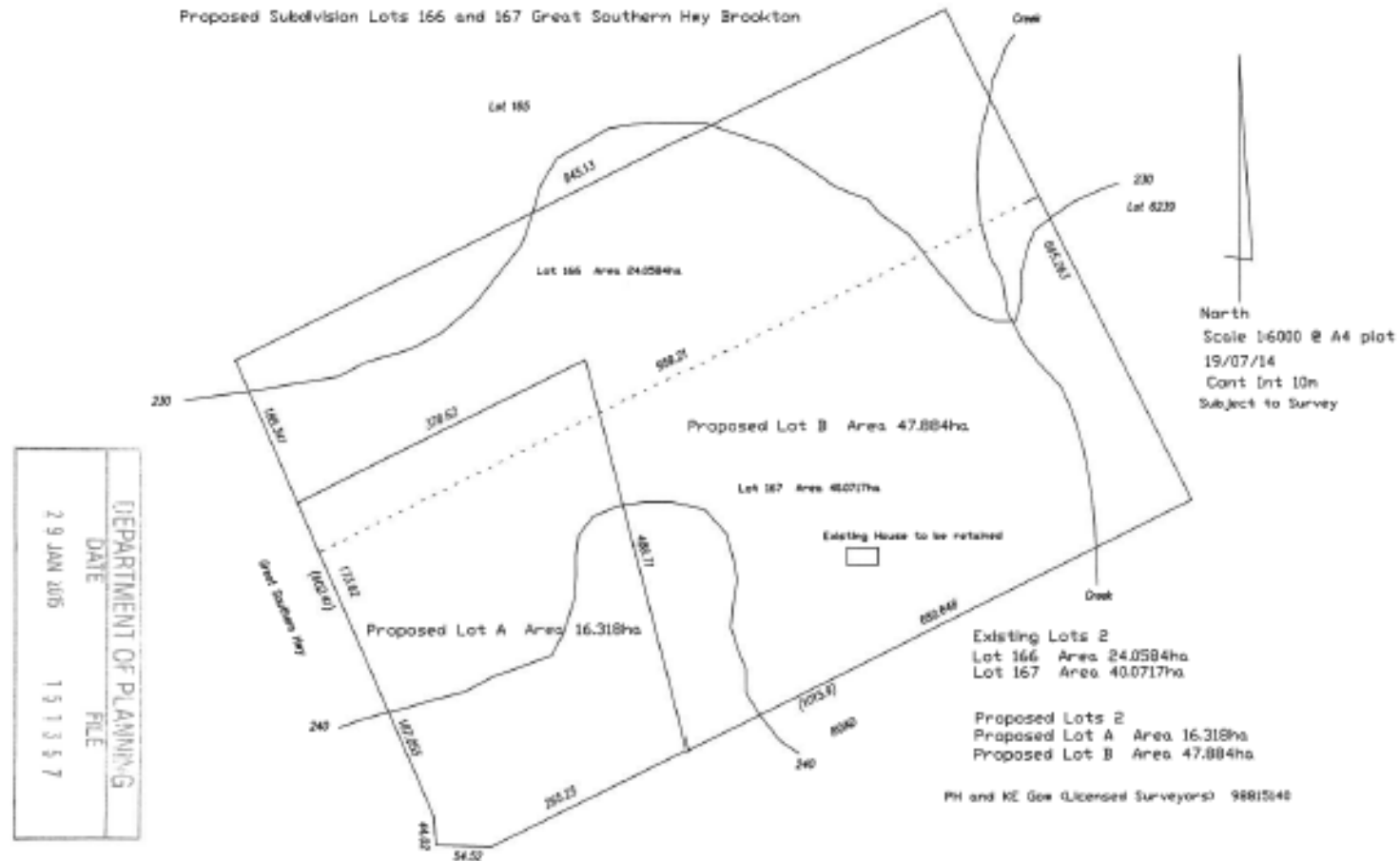
Regards



Peter Gow

DEPARTMENT OF PLANNING	
DATE	FILE
29 JAN 2015	15 13 57

ATTACHMENT 10.03.15.02B



ATTACHMENT 10.03.15.02C



**10.03.15.03 APPLICATION FOR PLANNING APPROVAL – SIGNAGE: LOT 4694  
BROOKTON HIGHWAY, JELCOBINE**

**FILE REFERENCE:** P2648

**AUTHORS NAME  
AND POSITION:** Stefan de Beer  
Shire Planner

**NAME OF APPLICANT/  
RESPONDENT:** Paula Raworth – WFI Insurance

**DATE REPORT WRITTEN:** 9 March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest  
in this matter.

**PREVIOUS MEETING REFERENCE:** No previous meeting reference.

**SUMMARY:**

An application has been received for commercial advertising signage along the Brookton Highway at Jelcobine. It will be recommended the application be approved.

**Background:**

An application for planning approval has been received to erect commercial signage alongside the Brookton Highway, on lot 4694 Brookton Highway, Jelcobine.

**Details:**

The placement of the proposed signage will be on private property, being lot 4694, located alongside the Brookton Highway in Jelcobine. The subject land is zoned '*Farming*' and contains agricultural related infrastructure.

**Statutory and Legal Considerations:**

The application may be approved under the Shire of Brookton Town Planning Scheme No 3 (TPS 3). Council's discretion is required for the variation in the setback distance (Table 2 in TPS 3), being applied for as described later in this report.

**Policy Considerations:**

The application is considered against the directives of Council's Planning Policy on Signage – '*Signage within Zoned and/or Reserved Land*'.

**Consultation:**

Consultation was had with Mainroads WA – letter attached hereto.

**Financial Implications:**

There are no financial implications relative to this application.

**Strategic Community Plan (2013 – 2023):**

- No specific implication relative to this submission.

**Corporate Business Plan (2014 – 2018):**

- No specific implication relative to this submission.

**Local Planning Strategy:**

- No specific implication relative to this submission.

**Officer's Comment:**

The proposal is to have a permanent sign displaying the services of an insurance company operating within the Shire.

The subject site is zoned 'Farming'. Table 2 in TPS 3 requires a setback distance of 35 meters from the front or road boundary, whereas the applicant requests a setback of approximately 3 meters from the road boundary. The reasons for this reduced setback are elaborated upon in the submission from the applicant (attached hereto).

Shire Planner is in agreement with the justification presented to argue for the reduced setback. The application was referred to Mainroads WA which has no objection to the proposal.

The Shire's Planning Policy on Signage requires all signage located adjacent to a main road to be no larger than 4.5 m<sup>2</sup> in surface area. The proposed signage complies in this regard as it will be 2.88 m<sup>2</sup> in surface area.

To curb a possible undesirable proliferation of signage along main roads it is suggested that Council investigate ways to limit future signage to within 5 km of the Town Centre and also only permit businesses active within the Shire Boundaries to advertise in this way. An amendment to Shire Signage Policy would be the suggested route to follow.

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

**That Council grant Planning Approval for Signage on Lot 4694 Brookton Highway, Jelcobine, subject to the following conditions and advice notes:**

**Conditions:**

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
- 3. Should the business cease to operate all relevant signage shall be removed.**

**Advice Notes:**

- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**



2. The applicant is advised a building Permit is required prior to commencement of any building works.

**Council Resolution**

**10.03.15.03**

**Moved Cr Crute      Seconded Cr Mills**

**That council suspend Standing Orders to facilitate discussion.**

**CARRIED 6-0**

**Council Resolution**

**10.03.15.03**

**Moved Cr Crute      Seconded Cr Mills**

**That Council resume Standing Orders.**

**CARRIED 6-0**

**Council Resolution**

**10.03.15.03**

**Moved Cr Fancote Seconded Cr Mills**

**That Council grant Planning Approval for Signage on Lot 4694 Brookton Highway, Jelcobine, subject to the following conditions and advice notes:**

**Conditions:**

1. If the development, the subject of this approval, is not **SUBSTANTIALLY COMMENCED** within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.
3. Should the business cease to operate all relevant signage shall be removed.

**Advice Notes:**

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

**LOST 1-5**

## WFI Beverley (Lot 7421 Westdale) & Brookton Highway Signage – Setbacks

We have been told that apparently there is a requirement of 35m setback from the edge of the paddock for signage under the town planning laws.

We would like to position our signs as per our applications. These signs are on the edge of farmers paddocks on their land. If we had to go with the 35m setback regulation the signs would not be visible clearly from the road and hence would be pointless in this instance to install them. Also a farmer will not want a sign just plonked in the middle of their paddock as this would cause disruption to their farming activity. The Beverley sign is about 7m from the road verge and the Brookton one is about 9m.

If the signs must be placed 35 m back from the fence line then we fear that this application will not be necessary as neither of our clients will agree to this.

As I drive around the shires I haven't come across one sign that is setback 35m. The majority are located just inside of the fence line or a few metres back from the road on the roadside verges. There is a very large one at Kokeby which is definitely not 35M back.

We should therefore be grateful if you would consider waving this regulation. We have agreement from both of our clients to situate the signs as in our original application. The signs are not large in comparison to other signs situated at the roadside and therefore we do not think that this request is unreasonable.

Kind Regards

Charmaine Willing & Paula Raworth.

### **Charmaine Willing**

Area Manager

WFI Authorised Representative (No. 362598)

D (08) 9646 1188 (Beverley) or (08) 9641 2662 (York)

F (08) 9646 1488 (Beverley) or (08) 9641 2630 (York)

M 0427 444 407

E [charmaine.willing@wfi.com.au](mailto:charmaine.willing@wfi.com.au)

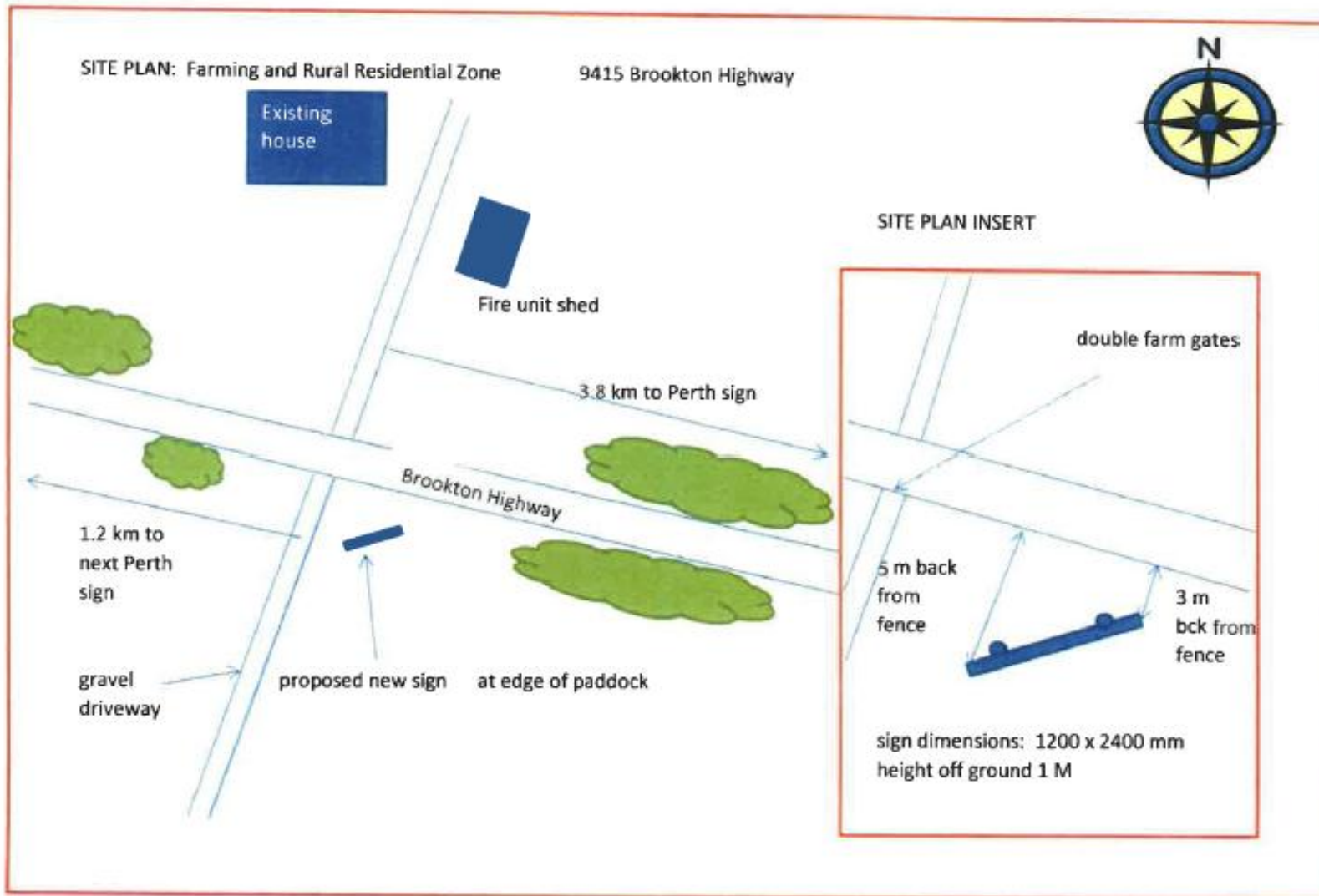
W [wfi.com.au](http://wfi.com.au)

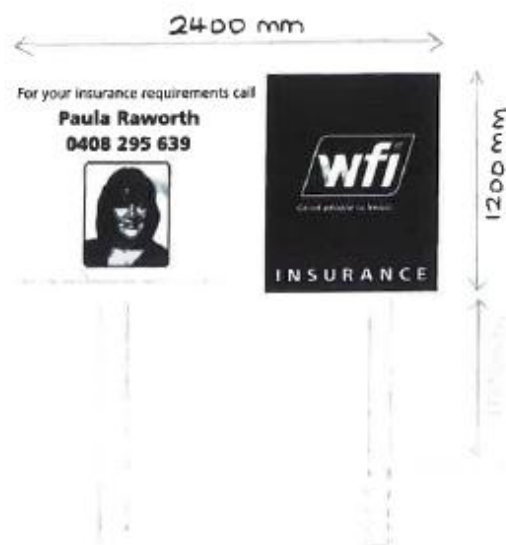
MAILING ADDRESS: PO BOX 285, BEVERLEY WA,6304

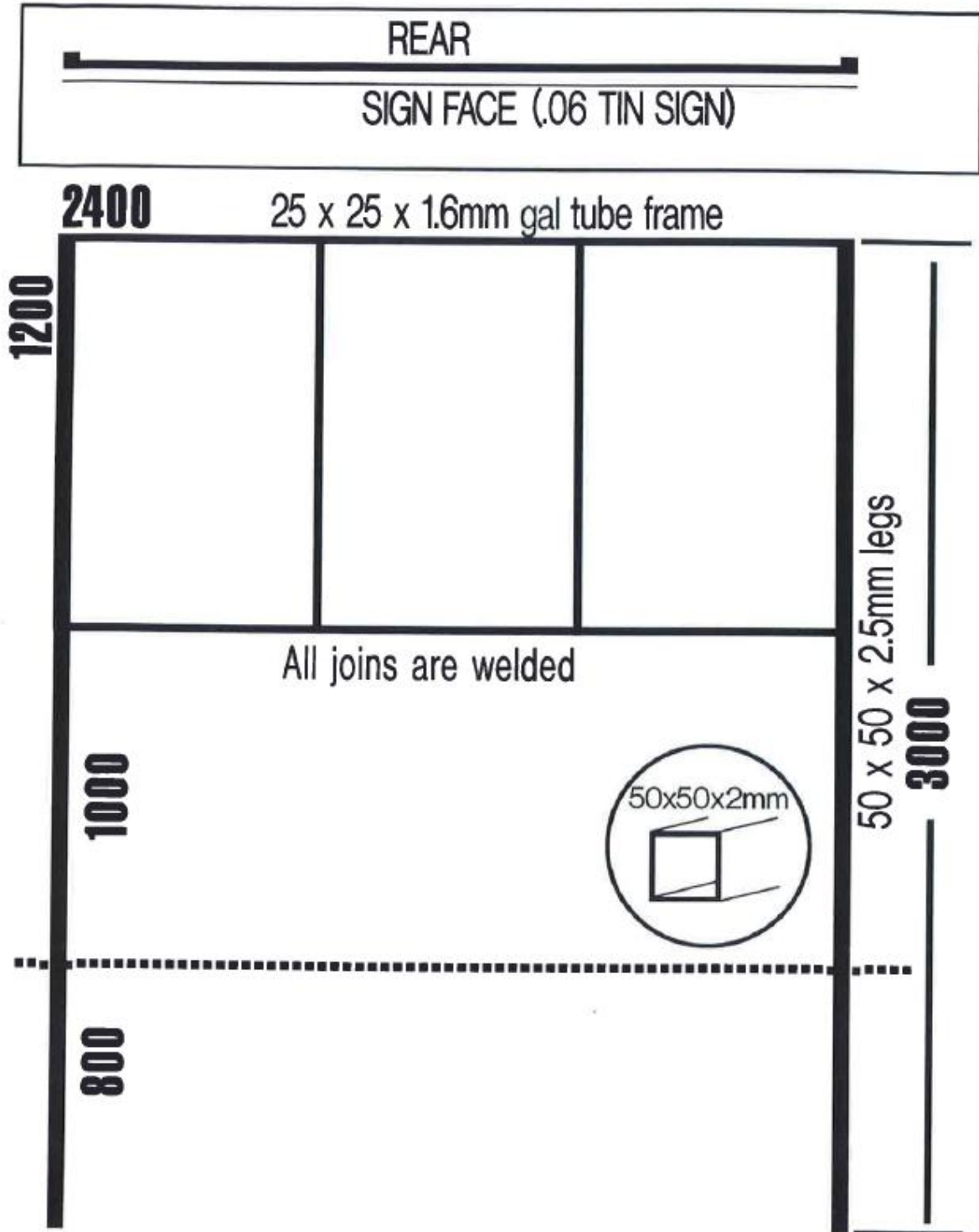
OFFICE: 99 Vincent Street, Beverley or 21 Henrietta Street, York



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**Paula Raworth**

**0408 295 639**



WFI is a trading name of WFI Insurance Limited (ABN 24 000 036 279 AFSL 241461).







**10.03.15.04 APPLICATION FOR PLANNING APPROVAL – SIGNAGE: LOT 3163  
BROOKTON HIGHWAY, BROOKTON**

**FILE REFERENCE:** P4

**AUTHORS NAME  
AND POSITION:** Stefan de Beer  
Shire Planner

**NAME OF APPLICANT/  
RESPONDENT:** Wendy Gault – Brookton Deli

**DATE REPORT WRITTEN:** 10 March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest  
in this matter.

**PREVIOUS MEETING REFERENCE:** No previous meeting reference.

**SUMMARY:**

An application has been received for commercial advertising signage along the Brookton Highway for the Brookton Deli. It will be recommended the application be approved.

**Background:**

An application for planning approval has been received to erect commercial signage alongside the Brookton Highway, on lot 3163 Brookton Highway.

**Details:**

The placement of the proposed signage will be on private property, being lot 3163, located alongside the Brookton Highway just before entry into the Brookton Townsite. The subject land is zoned '*Farming*' and contains agricultural related infrastructure.

**Statutory and Legal Considerations:**

The application may be approved under the Shire of Brookton Town Planning Scheme No 3 (TPS 3). Council's discretion is required for the variation in the setback distance (Table 2 in TPS 3), being applied for as described later in this report.

**Policy Considerations:**

The application is considered against the directives of Council's Planning Policy on Signage – '*Signage within Zoned and/or Reserved Land*'.

**Consultation:**

Consultation was had with Mainroads WA – letter attached hereto.

**Financial Implications:**

There are no financial implications relative to this application.

**Strategic Community Plan (2013 – 2023):**

- No specific implication relative to this submission.

**Corporate Business Plan (2014 – 2018):**

- No specific implication relative to this submission.



### **Local Planning Strategy:**

- No specific implication relative to this submission.

### **Officer's Comment:**

The proposal is to have a permanent sign advertising the Brookton *Café & Deli* in town.

The subject site is zoned '*Farming*'. Table 2 in TPS 3 requires a setback distance of 35 meters from the front or road boundary, whereas the applicant requests a setback of approximately 3 meters from the road boundary. The reasons for this reduced setback are elaborated upon in the submission from the applicant (attached hereto).

Shire Planner is in agreement with the justification presented to argue for the reduced setback. The application was referred to Mainroads WA which indicated that they would prefer to have the sign placed at a different location (on the same property) for reasons of appropriate sign spacing, as described in their letter attached hereto. In consultation with the applicant regarding the sign spacing requirements from Main Roads a revised site plan was submitted (Attachment below).

The Shire's Planning Policy on Signage requires all signage located adjacent to a main road to be no larger than 4.5 m<sup>2</sup> in surface area. The proposed signage complies in this regard as it will be 2.88 m<sup>2</sup> in surface area.

Insufficient information was presented to the Shire in relation to the proposed signage on the sign post opposite the Gull Road House and also the proposed signage on the William Street entrance, and therefore these requests as presented in the applicant's letter will be recommended to be deferred until such time as sufficient information is made available.

To curb a possible undesirable proliferation of signage along main roads it is suggested that Council investigate ways to limit future signage to within 5 km of the Town Centre and also only permit businesses active within the Shire Boundaries to advertise in this way. An amendment to Shire Signage Policy would be the suggested route to follow.

### **Voting Requirements:**

Simple majority required.

### **Officer's Recommendation:**

**That Council grant Planning Approval for Signage on Lot 3163 Brookton Highway, Brookton, subject to the following conditions and advice notes:**

#### **Conditions:**

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
- 3. Should the business cease to operate all relevant signage shall be removed.**

**Advice Notes:**

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised a building Permit is required prior to commencement of any building works.
3. The applicant is advised that additional information is required for the additional signage requested in the application letter.

**Council Resolution**

**10.03.15.04**

**Moved Cr Mills Seconded Cr Fancote**

**That Council grant Planning Approval for Signage on Lot 3163 Brookton Highway, Brookton, subject to the following conditions and advice notes:**

**Conditions:**

1. If the development, the subject of this approval, is not **SUBSTANTIALLY COMMENCED** within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.
3. Should the business cease to operate all relevant signage shall be removed.

**Advice Notes:**

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised a building Permit is required prior to commencement of any building works.
3. The applicant is advised that additional information is required for the additional signage requested in the application letter.

**CARRIED 6-0**

G&W Gault  
Brookton Deli  
105 Robinson Rd  
Brookton WA 6306

Dear/Sir Madam,

I would like to put a proposal to erect signage to advertise our business, outside of the current shire recommendation, for minimum placing of signage currently 35 metre from roadside. We are concerned that the bylaw for this limitation to sign erection is totally unreasonable as the distance from the roadside is excessive.

On conducting an experiment of the readability of the sign on paper with letters in the same font and size of proposed lettering it was found at the distance of 35 metres it was non-legible.

In consideration that a larger sign is within your guidelines we then tried the largest lettering that would fit with the sign design, this was still not readable. The location of the sign was also a concern even if readable that at 35 metres from the roadside it would be very unlikely at 100-110km per hour you would be looking 35 metres for signage.

So our proposal is to have the signage advertisement placed as close to the fence line in the property of Graham and Kathy Bassetts property as described. In discussion with the Bassetts they also think the 35metre restriction is unwarranted and are happy with a close to fence line placement.

Signage is an important factor in not only our business but all trade and interest in the vicinity of the main street area which would otherwise be unnoticed. Brookton has only a small population and can not rely solely on local support therefore advertising is our next avenue to help grow our town and make better facilities to attract interest to our town.

As you are aware any business on the incoming roads have free advertising just by being on the roadside ,I do not have the good fortune of such a location. Why is signage so important you ask? Why don't you try other avenues of advertising? We do have facebook coverage and also advertise on radiowest but still feel there is more potential with passing traffic as not everyone is internet savvy or even listens to the radio.

Also in relation to sign posting for main street location I would also ask your consideration for placement of a 2 Deli/Café signs-

1. On the sign post opposite the Gull roadhouse , which I understand would have to be in the same format as others occupying the sign.
2. The second being on the William street entrance to the main street.

Thankyou for your time in considering our proposal

Yours sincerely

Wendy and Gavin Gault

Brookton Deli



Brookton  
Cafe Deli

We put the home in *homemade*

Main St - turn right 1.3km

The logo is framed by vertical bars on the left and right. The left bar is black with red and grey polka dots and features a red cupcake. The right bar is red with black and grey polka dots and features a white coffee cup in a black circle.



ABN: 50 860 676 021

Enquiries: Garry Clark on 08-98810533  
Our Ref: D15#24736  
Your Ref: P4

SHIRE OF BROOKTON	
10 FEB 2015	
FILE #:	P4
OFFICER:	SP
DOC ID:	
DATE:	10/2/15
TIME:	

5 February 2015

Mr S De-Beer  
Shire Planner  
Brookton Shire  
14 White Street  
BROOKTON W.A 6306

Dear Mr De-Beer

**DEVELOPMENT APPLICATION: SIGNAGE ALONG MAIN ROAD - LOT 3163, BROOKTON HIGHWAY.**

Thank you Stefan for your correspondence in regards to the proposed new business sign on Brookton Highway, at Lot 3163. As the proposed business sign will be located on private property, final approval is with the Shire of Brookton, in regards to this request.

For your information: Main Roads Narrogin has reviewed the supplied documentation from yourself in regards to this request. We have undertaken a video inspection of the proposed sign location and have found the following issue of concern relating to our network.

- Sign spacing between existing road signing and proposed new business sign location. Business sign spacing would only be 10 to 15 metres away from the service sign the Shire have installed for their caravan park.
- MRWA guidelines for business signing, requires minimum sign spacing of 1.2 times the local speed zoning. As this section of road is speed zoned at 80 Kilometre an hour, minimum business sign spacing is 96 metres from any existing signs.

Main Roads has no objections to this business sign being installed on Lot 3163, but location of the sign is requested to meet minimum sign spacing, to allow the traveling public time to read the information on the business sign. It is proposed that the sign is relocated west toward Perth, to meet minimum sign spacing and still be located on lot 3163.

Sign must be installed on private property. Failure to install the business sign on private property will result in MRWA removing the sign from our property.

If you require any further information, please contact Garry Clark, Network Operations Officer on 08-98810533 or 0429-080-437.

Yours sincerely

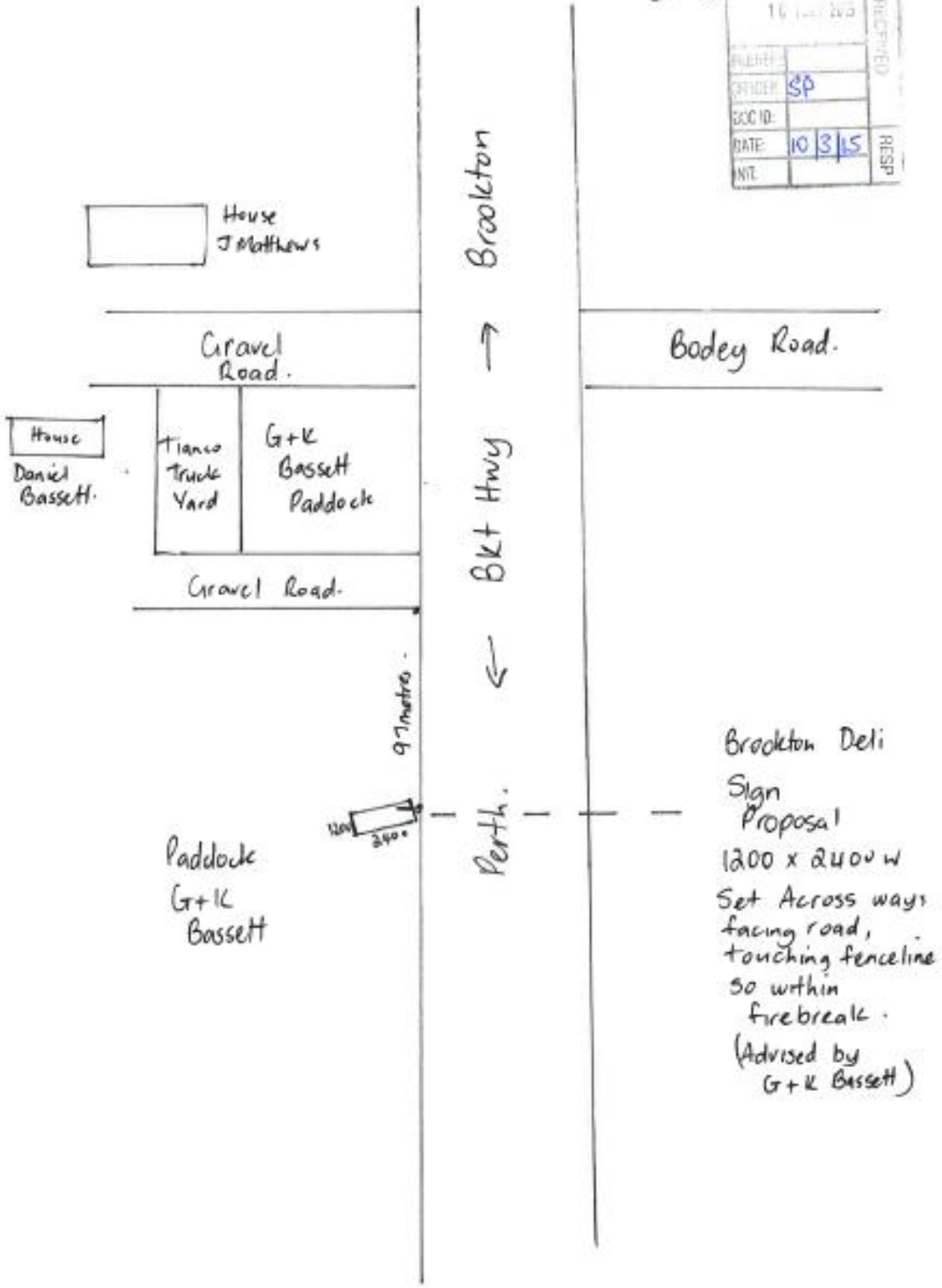
  
Mark Russell  
OPERATION MANAGER

Wheatbelt Region, Narrogin Office, Mokine Road, Narrogin or PO Box 104, Narrogin, Western Australia 6313  
Telephone: (08) 9461 8588 Facsimile: (08) 9461 8488  
Email: wheatbelt@mainroads.wa.gov.au Website: www.mainroads.wa.gov.au

Site Plan

G+W Gault  
Brookton Deli Signage

CLASS OF DOCUMENT		RECEIVED
16 MAR 2015		
PREPARED BY		RESP
OFFICER	SP	
DOC ID:		
DATE	10/3/15	
INT		





Signage Placement  
Brookton Hwy - Brookton Deli Gr + W Grant

↕  
Perth





Signage Placement  
Brookton Hwy - Brookton Deli - Gt W Gan It



**10.03.15.05 APPLICATION FOR PLANNING APPROVAL – ADDITIONAL  
TELECOMMUNICATIONS EQUIPMENT & SHELTER - LOT 4346  
CORBERDING ROAD, BROOKTON**

**FILE REFERENCE:** P4

**AUTHORS NAME  
AND POSITION:** Stefan de Beer  
Shire Planner

**NAME OF APPLICANT/  
RESPONDENT:** WA Police

**DATE REPORT WRITTEN:** 10 March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest  
in this matter.

**PREVIOUS MEETING REFERENCE:** No previous meeting reference.

**SUMMARY:**

An application has been received from WA Police for planning approval in order to install additional police telecommunications equipment & a shelter at the existing OPTUS tower located on lot 4346 Corberding Road, Brookton. It will be recommended the application be approved.

**Background:**

An application for planning approval has been received to install additional telecommunication infrastructure at lot 4346 Corberding Road, Brookton. The site contains an existing OPTUS telecommunications tower.

**Details:**

As submitted in the application letter, attached hereto, the WA Police proposes to co-locate some of its telecommunications infrastructure (consisting of additional equipment on the tower as well as an equipment shelter), at this location.

**Statutory and Legal Considerations:**

The application may be approved under the Shire of Brookton Town Planning Scheme No 3 (TPS 3).

**Policy Considerations:**

There is no policy consideration relative to this application.

**Consultation:**

No consultation was deemed required.

**Financial Implications:**

There are no financial implications relative to this application.

**Strategic Community Plan (2013 – 2023):**

- No specific implication relative to this submission.

**Corporate Business Plan (2014 – 2018):**

- No specific implication relative to this submission.

**Local Planning Strategy:**

- No specific implication relative to this submission.

**Officer's Comment:**

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

- The proposal is deemed to be consistent with the relevant State Planning Policies and the Shire of Brookton Town Planning Scheme No. 3;
- The proposal is not deemed to pose any health risks in terms of the envisaged EME levels;
- As a result of the existing tower, the proposal is deemed to present minimal visual impact;
- The proposal will benefit the wider Brookton district by the provision of a more informed, responsive and co-ordinated law enforcement and public safety capability.

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

**That Council resolve to grant planning approval for the installation of additional telecommunications equipment and a shelter at lot 4346 Corberding Road, Brookton, subject to the following conditions and advice notes:**

**Conditions:**

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

**Advice Notes:**

1. **Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**

**Council Resolution**

**10.03.15.05**

**Moved Cr Crute Seconded Cr Walker**

**That Council resolve to grant planning approval for the installation of additional telecommunications equipment and a shelter at lot 4346 Corberding Road, Brookton, subject to the following conditions and advice notes:**

**Conditions:**

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

**Advice Notes:**

- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**

**CARRIED 6-0**

## ATTACHMENT 10.03.15.05A

Dear Sir/Madame

WA Police are seeking endorsement in the form of letter or email by the Shire of Brookton for the installation of additional telecommunications equipment and a shelter within the existing compound of telecommunications site at Brookton, Western Australia (address below).

In brief, Western Australia Police have received funding via the Royalties for Regions initiative to include this site as part of an upgrade to the current Police digital trunked radio network. The upgrade will ensure that police communications will reach the more highly populated regional areas of Western Australia including Brookton and surrounding districts. Once established, the new network will benefit all your constituents by providing a more informed, responsive and co-ordinated law enforcement and public safety service capability.

WA Police already have a current co-location agreement with the site owners  
OPTUS

In brief, we intend installing an equipment shelter, adding additional antennae on the tower.

Site details are:

Site address:	<b>OPTUS communications Site - Brookton – P8163</b> Address: Lot 4346 Dale Corberding Road Brookton WA 6305		
Site Description:	communications tower site		
Site Logistics:	Latitude:	32°21'44.00"S	Longitude: 116°59'02.00"E
New installations proposed	<p><b><u>INSTALLATION ON EXISTING TOWER:</u></b></p> <p><b>ANTENNAE</b></p> <p>1 x 0.6m VHLP2-7W            1 x 0.6m VHLP2-11W            1 x 1.2m VHPLP4-7W            1 x Voice Tx/Rx BA80-67</p> <p><b><u>EQUIPMENT SHELTER</u></b> - footings are part of hut structure            1 X Equipment shelter 2.4m X 1.8m X 1.8m            (refer hut elevation and specifications attached).</p>		

**Planning exemption** - According to the Telecommunications (Low Impact Facilities) Determination 1997 – as amended, this site is not listed as an area of environmental Significance and therefore the following legislation would apply:

- Dishes no larger than 1.8m;
- Sites are "co-located" premises

**Building Licence Exemption** - It has been confirmed that WA Police Regional Radio Network contract which commenced in Oct 2011, provides an exemption from the requirement to obtain building permits for the shelters as they have all been pre-purchased at this date. This exemption is found in Schedule 4 of the Building Regulations 2012, clause 2, item 11, which states in part... Building work for which a building licence was not required under the former provisions if, before commencement day (April 2012) - the on-site building work had commenced; or a contract to carry out the building work was entered into. (This has been satisfied by the October 2011 contract date.)

We are planning to start construction at this site within the 2nd quarter of 2015.

We have submitted our request to OPTUS to install additional equipment on the tower and an equipment shelter within the compound for our operational equipment.

- OPTUS Level 2 Approval

We are now seeking Shire Planning approval/endorsement and to this effect enclose the following documentation for your review:

- Site Plan – Equipment shelter within OPTUS Corporation existing compound.
- Tower Elevation Drawing – the new proposal is shown in **RED**.
- Hut layout drawing and specifications
- Antennae information - specifications

This development is minor in nature and costs will be below \$50K.

**Other approvals required:**

If there are any other approvals that need to be acquired for this planning request, can you please advise.

If details supplied are in order with shire regulations, could you please advise by email for WA Police records.

Thanks in advance for your assistance – if you require any other information, please let me know.

Kind regards,  
Karl Carter



**Karl Carter**

Site Acquisition Coordinator

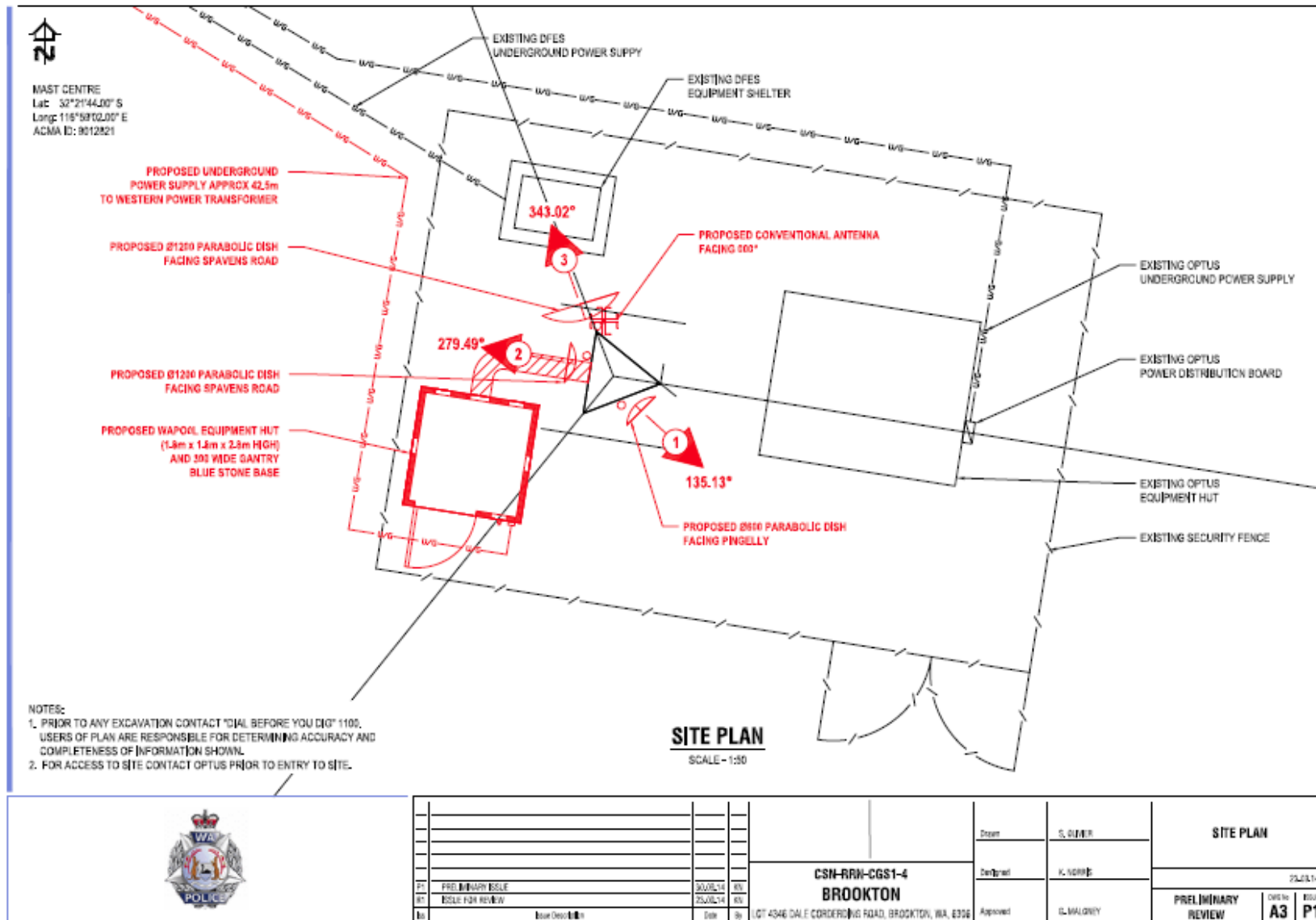
2 Swan Bank Road, Maylands, Western Australia 6051

☎ Phone: (08) 9370 7330

✉ Email: [karl.carter@psibn.wa.gov.au](mailto:karl.carter@psibn.wa.gov.au)









## 10.03.15.06 PLANT AND WORKS COMMITTEE MINUTES - 19<sup>th</sup> February 2015

**FILE REFERENCE:** ADM 0545

**AUTHORS NAME AND POSITION:** Kevin O'Connor  
CEO

**NAME OF APPLICANT/RESPONDENT:** N/A

**DATE REPORT WRITTEN:** 9<sup>th</sup> March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter.

**PREVIOUS MEETING REFERENCE:** Nil

### **SUMMARY:**

Council is requested to adopt the recommendations from the Plant and Works Committee Meeting held on 19<sup>th</sup> February 2015

### **Background:**

A Plant and Works Committee Meeting was held on 19<sup>th</sup> February 2015.

### **Detail:**

The Committee considered various issues including a request from the Shire Planner for a change to the standard of his Shire vehicle and a request from residents of Corberding Road for an upgrade of the seal width.

### **Statutory and Legal Considerations:**

There are no Statutory or Legal Considerations relevant to this report.

### **Policy Considerations:**

There are no Policy Considerations relevant to this report.

### **Consultation:**

No consultation was deemed necessary.

### **Financial Implications:**

An increase in the contract value of the Shire Planners remuneration package.

### **Strategic Community Plan (2013 – 2023):**

There are no Strategic Community Plan implications relevant to this report.

**Corporate Business Plan (2013 – 2017):**

There are no Corporate Business Plan implications relevant to this report.

**Officer's Comment:**

The following recommendations were carried by the Committee:

**Shire Planner Vehicle – Request for Change**

**RECOMMENDATION:**

**8.02.15.1**

That the vehicle may be changed to a Medium SUV vehicle value subject to normal vehicle change over procedures & salary negotiations during performance review times.

**Corberding Rd – Upgrading Request**

**RECOMMENDATION:**

**9.02.15.1**

That the request for the upgrade to a seal width of between 7m – 9m of Corberding Rd be added into the 10 Year Works Program

**Voting Requirements:**

Simple Majority

**Officer's Recommendation:**

**That Committee Recommendations 8.02.15.1 and 9.02.15.1 contained in the Plant and Works Committee Minutes of 19<sup>th</sup> February 2015 be adopted by Council.**

**Council Resolution**

**10.03.15.06**

**Moved Cr Crute Seconded Cr Allington**

**That Committee Recommendations 8.02.15.1 and 9.02.15.1 contained in the Plant and Works Committee Minutes of 19<sup>th</sup> February 2015 be adopted by Council.**

**CARRIED 6-0**

**11.03.15.0 COMMUNITY SERVICE REPORT**

NIL

## 12.03.15.0 FINANCE & ADMINISTRATION REPORT

### 12.03.15.01 LIST OF ACCOUNTS FOR PAYMENT

#### FILE REFERENCE:

**AUTHORS NAME AND POSITION:** Corinne Kemp  
Finance Officer

**NAME OF APPLICANT/RESPONDENT:** Shire of Brookton

**DATE REPORT WRITTEN:** 9<sup>th</sup> March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter.

**PREVIOUS MEETING REFERENCE:** There is no previous meeting reference.

#### **SUMMARY:**

The List of Accounts for payment to 28<sup>th</sup> February 2015 are presented to Council for inspection.

#### **Background:**

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to the Committee and to Council for inspection. Please refer to separate attachment.

#### **Detail:**

Totals of all payments from each of Council's bank accounts are listed below and detailed within Attachment 12.03.15.01A.

To 28<sup>th</sup> February 2015

#### **Municipal Account**

Direct Debits	\$	98,026.60
EFT	\$	396,184.36
Cheques	\$	38,363.99
<b>Trust Account</b>	\$	1,210.00

#### **Statutory and Legal Considerations:**

*Local Government (Financial Management) Regulations 1996; Clause 13 – List of Accounts.*

#### **Policy Considerations:**

Policy No. 4.4 of the Council Policy Manual states that the Chief Executive Officer is authorised to arrange purchase of specific items in the budget, which do not require calling tenders, providing that it is within the approved budget.

#### **Financial Implications:**

There are no financial implications relevant to this report.

**Strategic Community Plan (2013 – 2023)**

No reference

**Corporate Business Plan (2014-2018)**

No reference

**Voting Requirements:**

Simple majority required.

**Officer's Recommendation:**

That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 28<sup>th</sup> February 2015, per the summaries included in Attachment 12.03.15.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 28<sup>th</sup> February 2015:

***Municipal Account***

Direct Debits	\$	98,026.60
EFT	\$	396,184.36
Cheques	\$	38,363.99
<i>Trust Account</i>	\$	1,210.00

**Council Resolution**

12.03.15.01

Moved Cr Crute      Seconded Cr Fancote

That Council suspend Standing Orders to facilitate discussion.

**CARRIED 6-0**

**Council Resolution**

12.03.15.01

Moved Cr Mills      Seconded Cr Fancote

That Council resume Standing Orders.

**CARRIED 6-0**

**Council Recommendation**

12.03.15.01

Moved Cr Allington Seconded Cr Fancote

That Council note the payments authorised under delegated authority and detailed below and in the List of Accounts to 28<sup>th</sup> February 2015, per the summaries included in Attachment 12.03.15.01A in accordance with the Local Government (Financial Management) Regulations 1996:

To 28<sup>th</sup> February 2015:

***Municipal Account***

Direct Debits	\$	98,026.60
EFT	\$	396,184.36
Cheques	\$	38,363.99
<i>Trust Account</i>	\$	1,210.00

**CARRIED 6-0**

## ATTACHMENT 12.03.15.01A

FEBRUARY 2015 LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 19TH MARCH 2015

ATTACHMENT 12.02.15.01A

Chq/EFT	Date	Name	Description	Amount
936	04/02/2015	RDA WHEATBELT YOUTH CONNECTIONS	BOND REFUND FOR HIRE OF COMMUNITY BUS HIRE CANCELLED	\$ 330.00
937	04/02/2015	SHIRE OF BROOKTON	CLEANING COST RECOVERY FOR HIRE OF WB EVA PAVILION BY SCRIPTURE UNION FAMILY FESTIVAL	\$ 110.00
938	04/02/2015	WALLACE MILLS	BOND REFUND FOR HIRE OF WB EVA PAVILION 20/12/14	\$ 330.00
939	17/02/2015	COLIN & KAREN MILLS	BOND REFUND FOR HIRE OF COMMUNITY BUS	\$ 330.00
940	17/02/2015	LEE EADES	BOND REFUND FOR HIRE OF MEMORIAL HALL	\$ 110.00
			<b>TOTAL TRUST</b>	<b>\$1,210.00</b>

Chq/EFT	Date	Name	Description	Amount
EFT6260	05/02/2015	1 STOP RECORDS CONSULTING	RECORD MANAGEMENT CONSULTING 27/01/15 TO 03/02/15	\$ 898.00
EFT6261	05/02/2015	AUSTRAL MERCANTILE COLLECTIONS	RATES RECOVERY DEBT COLLECTION	\$ 381.87
EFT6262	05/02/2015	B & S WHITTINGTON	CATERING FOR SHIRE OF BROOKTON CHRISTMAS PARTY	\$1,314.00
EFT6263	05/02/2015	CARINA WHITTINGTON	REIMBURSEMENT OF POOL ITEMS FOR FINAL SPLASH PARTY 2015	\$ 101.85
EFT6264	05/02/2015	H RUSHTON & CO	SERVICE & REPAIR GRADER 5	\$1,254.75
EFT6265	05/02/2015	LGIS INSURANCE	ASSET VALUE INCREASE PREMIUM ADJUSTMENT PROPERTY INSURANCE	\$ 1,101.29
EFT6266	05/02/2015	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA FINANCE PROFESSIONALS CONFERENCE 2015 DCEO	\$ 1,310.00
EFT6267	05/02/2015	OFFICEWORKS BUSINESS DIRECT	TONER CARTRIDGES & STATIONARY	\$ 247.92
EFT6268	05/02/2015	OIL TECH FUEL	6500 LITRES OF DIESEL	\$ 7,114.25
EFT6269	05/02/2015	SGS	WATER SAMPLES	\$ 176.00
EFT6270	11/02/2015	ABCO PRODUCTS	CLEANING PRODUCTS FOR SWIMMING POOL	\$ 250.36
EFT6271	11/02/2015	BROOKTON DELI	CATERING EARLY YEARS MEETING	\$ 84.00
EFT6272	11/02/2015	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE BROOKTON AQUATIC CENTRE	\$25,520.00
EFT6273	11/02/2015	ENERGY AND WATER OMBUDSMAN	ANNUAL LEAVY 2014/15 INSTALMENT	\$ 36.68
EFT6274	11/02/2015	FRANK ELECTRICAL SERVICES	ELECTRICAL WORKS WB EVA PAVILION	\$ 990.00

EFT6275	11/02/2015	GREAT SOUTHERN FUEL SUPPLIES	FUEL PURCHASES JANUARY 2015	\$ 330.97
EFT6276	11/02/2015	GREAT SOUTHERN WASTE DISPOSAL	BROOKTON TIPSITE, RUBBISH BIN PICKUP & BULK RECYCLING	\$11,242.12
EFT6277	11/02/2015	HITACHI CONSTRUCTION MACHINERY	REPAIRS TO PG6	\$ 1,266.15
EFT6278	11/02/2015	JH COMPUTER SERVICES	MICROSOFT REMOTE DESKTOP SERVICES	\$ 2,685.04
EFT6279	11/02/2015	LANDGATE (DOLA)	GROSS RENTAL VALUATIONS G2015/1 06/12/14 TO 16/01/15	\$ 82.30
EFT6280	11/02/2015	MELISSA POLLOCK	DINNER FOR AOW & DCEO AT OSH COURSE	\$ 95.00
<b>EFT6281</b>	<b>11/02/2015</b>	<b>SHIRE OF BROOKTON</b>	<b>MASTERCARD PURCHASES JANUARY 2015</b>	<b>\$ 897.27</b>
EFT6282	11/02/2015	WA CONTRACT RANGER SERVICES	RANGER SERVICES 23/01/15 & 29/01/15	\$ 631.12
EFT6283	25/02/2015	1 STOP RECORDS CONSULTING	RECORDS MANAGEMENT CONSULTING 09/01/15 TO 17/02/15	\$ 1,209.00
EFT6284	25/02/2015	ABCO PRODUCTS	CLEANING PRODUCTS ADMINISTRATION, CARAVAN PARK, MEMORIAL HALL & PUBLIC TOILETS	\$ 502.32
EFT6285	25/02/2015	AQUASOL	LIQUID CHLORINE, FLOCCULANT, REFURBISHED DOSING PUMP	\$ 2,266.00
EFT6286	25/02/2015	AURELIA'S CATERING SERVICE	CATERING FOR ANNUAL ELECTORS MEETING 12/02/15	\$ 270.00
EFT6287	25/02/2015	AUSTRAL MERCANTILE COLLECTIONS	RATES DEBT COLLECTION	\$ 2,809.17
EFT6288	25/02/2015	AUSTRALIA POST	POSTAGE JANUARY 2015	\$ 171.93
EFT6289	25/02/2015	BAPTISTCARE	KALKARNI RESIDENCY OPERATING & MANAGEMENT COST FEBRUARY 2015	\$261,454.25
EFT6290	25/02/2015	BRIAN WILLIAMS	WATER TRUCK HIRE CORBERDING ROAD	\$ 20,207.00
EFT6291	25/02/2015	BROOKTON PLUMBING	UNBLOCK TOILETS AT SWIMMING POOL & REPAIR DISHWASHER AT ADMINISTRATION BUILDING	\$ 449.90
EFT6292	25/02/2015	COOTE MOTORS	SERVICE & REPAIRS TO PT12 ISUZU TIPPER	\$ 2,401.90
EFT6293	25/02/2015	COUNTRY COPIERS	COPIER METER READING JANUARY 2015	\$ 300.40
EFT6294	25/02/2015	COURIER AUSTRALIA	FREIGHT JASON SIGNS	\$ 106.03
EFT6295	25/02/2015	FLICK WASHROOM SERVICES ( ISS HYGIENE SERVICES PTY LTD )	SANITARY BIN SERVICES FEBRUARY 2015 TO JULY 2015	\$ 2,379.30
EFT6296	25/02/2015	H RUSHTON & CO	CREDAN SQUIRREL 5055D CHERRY PICKER, SERVICE & REPAIRS TO G6 & R7	\$ 29,683.85
EFT6297	25/02/2015	JILL CAMERON AND ASSOCIATES	DEVELOPMENT OF A CHILD CARE BUSINESS AND GOVERNANCE MODEL OPTIONS PAPER	\$ 3,960.00
EFT6298	25/02/2015	NATURE PLAY	NATURE PLAY WA PRESENTATION & TOUR	\$ 550.00
EFT6299	25/02/2015	PINGELLY TIMES	ADVERTISING WAO MATERNITY LEAVE & EXECUTIVE SUPPORT POSITIONS	\$ 22.50
EFT6300	25/02/2015	RURAL TRAFFIC SERVICES	ROAD TRAFFIC SERVICES CORBERDING ROAD	\$ 3,058.00
EFT6301	25/02/2015	SYSTEM MAINTENANCE	INVESTIGATE SEWERAGE SYSTEM ALARM ERROR	\$ 909.04

EFT6302	25/02/2015	TOTALLY CONFIDENTIAL RECORDS	ARCHIVE BOX STORAGE JANUARY 2015	\$ 84.93
EFT6303	25/02/2015	UHY HAINES NORTON	PREPARATION & ATTENDANCE AT AUDIT COMMITTEE MEETING 18/12/14	\$ 777.70
EFT6304	25/02/2015	WA CONTRACT RANGER SERVICES	RANGERS SERVICES 02/02/15 TO 09/02/15	\$ 654.50
EFT6305	25/02/2015	WHEATBELT ELECTRICS	REPAIR CARAVAN PARK LIGHTING	\$ 122.10
EFT6306	25/02/2015	WRIGHT BALING & CONTRACTING SERVICE	SUPPLY & ERRECT FENCE FOR ROAD REALIGNMENT CORBERDING ROAD	\$ 3,823.60
<b>TOTAL EFT</b>				<b>\$396,184.36</b>

Chq/EFT	Date	Name	Description	Amount
17503	05/02/2015	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY JANUARY 2015	\$ 944.38
17504	05/02/2015	BUILDING COMMISSION	BUILDING SERVICES LEVY JANUARY 2015	\$ 35.50
17505	05/02/2015	DEPARTMENT OF TRANSPORT	CHANGE NUMBER PLATES ON PU26 FROM 1EQ1725 TO 33BO	\$ 16.60
17506	05/02/2015	JASON SIGNMAKERS	STREET SIGNS AND FITTINGS	\$ 156.86
17507	05/02/2015	TELSTRA CORPORATION	MOBILE TELEPHONE 0429998533 16/12/14 TO 15/01/15	\$ 131.90
17508	05/02/2015	WATER CORPORATION OF WA	STAFF TRAINING COURSES CONTROL LAGOON, WASTEWATER TREATMENT, ENVIRONMENTAL PROCEDURES & CHLORINE MODULE 1	\$ 4,700.00
17509	11/02/2015	AG ATKINS CARPENTER	SUPPLY CEMENT FOR HEAD WALLS CORBERDING ROAD	\$ 384.90
17510	11/02/2015	BROOKTON SUPERMARKET	TEA, COFFEE, MILK, WATER & BISCUITS	\$ 308.45
17511	25/02/2015	BEDFORD ARMS HOTEL	CATERING COUNCIL DINNER 19/02/15	\$ 279.70
17512	25/02/2015	BROOKTON HISTORICAL SOCIETY	HERITAGE REPORT COSTS FROM MAITLAND ENGINEERING FOR MUSEUM	\$ 8,492.00
17513	25/02/2015	GILL RURAL TRADERS	HARDWARE PURCHASES JANUARY 2015	\$ 2,154.60
17514	25/02/2015	SYNERGY	ELECTRICITY CARAVAN PARK, OVAL AND PAVILION 14/01/15 TO 10/02/15	\$ 3,488.15
17515	25/02/2015	TELSTRA CORPORATION	MOBILE & IPAD ACCOUNTS, TELEPHONE DEPOT, SWIMMING POOL, CEO RESIDENCE, ADMINISTRATION BUILDING & DCEO RESIDENTS	\$ 1,701.64
17516	25/02/2015	THE WEST AUSTRALIAN	AUSTRALIA DAY PROMOTION IN NARROGIN OBSERVER	\$ 150.00
17517	25/02/2015	WATER CORPORATION OF WA	WATER USAGE CARAVAN PARK & PAVILION 24/12/14 TO 28/01/15	\$ 158.31
17518	25/02/2015	WESTERN POWER	UNDERGROUND POWER SUPPLY FOR 2 DWELLINGS 2 MONTGOMERY ST BROOKTON	\$ 15,261.00
<b>TOTAL CHQ</b>				<b>\$ 38,363.99</b>
<b>TOTAL MUNICIPAL</b>				<b>\$434,548.35</b>



DIRECT DEBITS FOR FEBRUARY 2015	
SALARIES & WAGES	\$ 82,703.46
MERCHANT FEES	\$ 145.38
SUPERANNUATION	\$ 15,177.76
<b>TOTAL</b>	<b>\$ 98,026.60</b>

SHIRE OF BROOKTON CREDIT CARD PURCHASES Creditor Number: 96286		
DATE	DESCRIPTION	AMOUNT
6/01/15	AWARDS & TROPHIES.COM.AU	\$ 402.85
7/01/15	WESTNET - 8 MARSH AVE	\$ 59.95
7/01/15	WESTNET - DEPOT	\$ 49.95
7/01/15	WESTNET - ADMIN OFFICE	\$ 109.95
10/01/15	THE FLAG MAKERS	\$ 270.57
30/01/15	CARD FEE	\$ 4.00
	<b>TOTAL</b>	<b>\$ 897.27</b>

**12.03.15.02 FINANCIAL STATEMENTS – STATEMENTS OF FINANCIAL ACTIVITY  
FOR THE PERIOD 28 FEBRUARY 2015**

**FILE REFERENCE:**

**AUTHORS NAME  
AND POSITION:** Evelyn Arnold  
Deputy Chief Executive Officer

**NAME OF APPLICANT/  
RESPONDENT:** Shire of Brookton

**DATE REPORT WRITTEN:** 10 March 2015

**DISCLOSURE OF INTEREST:** The author has no financial interest in  
this matter.

**PREVIOUS MEETING REFERENCE:** There is no previous meeting  
reference.

**SUMMARY:**

The Statement of Financial Activity for the periods ended 28 February 2015 are presented to council.

**Background:**

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by Council.

**Detail:**

Councillors have been provided with completed Statement of Financial Activity for the period ended 28 February 2015.

The comments on any significant budget variances are provided within Note 9 of the financial statements.

**Statutory and Legal Considerations:**

Section 6.4 of the *Local Government Act 1995*.

Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

**Policy Considerations:**

There is no Council Policy relative to this issue.

**Consultation:**

There has been no consultation in this matter.

**Financial Implications:**

There are no financial implications relevant to this report.

**Strategic Community Plan (2013 – 2023)**

No reference

**Corporate Business Plan (2014-2018)**

No reference

**Voting Requirements:**

Simple Majority Required

**Officer's Recommendation:**

**That Council receive the Statement of Financial Activity (attachment 12.03.15.02A) for the period ended 28 February 2015.**

**Council Resolution**

**12.03.15.02**

**Moved Cr Fancote Seconded Cr Crute**

**That Council suspend Standing Orders to facilitate discussion.**

**CARRIED 6-0**

**Council Resolution**

**12.03.15.02**

**Moved Cr Crute Seconded Cr Allington**

**That Council resume Standing Orders.**

**CARRIED 6-0**

**Council Resolution**

**12.03.15.02**

**Moved Cr Walker Seconded Cr Allington**

**That Council receive the Statement of Financial Activity (attachment 12.03.15.02A) for the period ended 28 February 2015.**

**CARRIED 6-0**

<b>Shire of Brookton</b>											
<b>MONTHLY FINANCIAL REPORT</b>											
<b>For the Period Ended 28 February 2015</b>											
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**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 28 February 2015**

	Note	Current Annual Budget 3	Projected Year End Actual	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	\$	%	
Governance		35,972	35,972	32,176	33,559	1,383	4.30%	
General Purpose Funding		1,085,676	1,085,676	798,781	794,604	(4,177)	(0.52%)	
Law, Order and Public Safety		33,463	33,463	17,236	22,468	5,232	30.35%	
Health		2,807	2,807	1,864	1,052	(812)	(43.54%)	
Education and Welfare		3,945,177	3,945,177	2,630,118	2,423,019	(207,099)	(7.87%)	▼
Housing		706,003	706,003	679,927	682,157	2,230	0.33%	
Community Amenities		364,020	364,020	343,828	340,742	(3,086)	(0.90%)	
Recreation and Culture		188,743	188,743	147,000	77,694	(69,306)	(47.15%)	▼
Transport		550,175	550,175	497,729	165,994	(331,735)	(66.65%)	▼
Economic Services		56,604	56,604	37,712	35,073	(2,639)	(7.00%)	
Other Property and Services		120,904	120,904	80,603	69,197	(11,406)	(14.15%)	▼
<b>Total (Excluding Rates)</b>		<b>7,089,544</b>	<b>7,089,544</b>	<b>5,266,974</b>	<b>4,645,558</b>	<b>(621,416)</b>	<b>(11.80%)</b>	
<b>Operating Expense</b>								
Governance		(614,320)	(614,320)	(381,105)	(375,831)	5,274	(1.38%)	
General Purpose Funding		(205,086)	(205,086)	(130,698)	(124,560)	6,138	(4.70%)	
Law, Order and Public Safety		(256,537)	(256,537)	(172,656)	(178,544)	(5,888)	3.41%	
Health		(54,746)	(54,746)	(36,464)	(39,449)	(2,985)	8.19%	
Education and Welfare		(3,927,154)	(3,927,154)	(2,618,103)	(2,617,475)	628	(0.02%)	
Housing		(157,737)	(157,737)	(83,838)	(79,360)	4,478	(5.34%)	
Community Amenities		(501,607)	(501,607)	(263,061)	(268,729)	(5,668)	2.15%	
Recreation and Culture		(718,267)	(718,267)	(510,527)	(541,618)	(31,091)	6.09%	▲
Transport		(1,205,679)	(1,205,679)	(716,854)	(713,184)	3,670	(0.51%)	
Economic Services		(144,936)	(144,936)	(70,765)	(67,141)	3,624	(5.12%)	
Other Property and Services		(66,775)	(66,775)	(51,566)	(56,074)	(4,508)	8.74%	
<b>Total</b>		<b>(7,852,845)</b>	<b>(7,852,845)</b>	<b>(5,035,637)</b>	<b>(5,061,965)</b>	<b>(26,328)</b>	<b>(0.52%)</b>	
<b>Funding Balance Adjustment</b>								
Add back Depreciation		1,226,781	1,226,781	817,696	870,431	52,735	6.45%	
Adjust (Profit)/Loss on Asset Disposal	6	(610)	(610)	(21,657)	30,081	51,738	(238.90%)	▼
<b>Net Operating (Ex. Rates)</b>		<b>462,870</b>	<b>462,870</b>	<b>1,027,376</b>	<b>484,105</b>	<b>(543,271)</b>	<b>(52.88%)</b>	
<b>Capital Revenues</b>								
Proceeds from Disposal of Assets	6	149,800	149,800	94,000	101,181	7,181	7.64%	
Self-Supporting Loan Principal		33,377	33,377	10,911	10,911	(0)	(0.00%)	
Transfer from Reserves	5	633,849	633,849	140,000	138,177	(1,823)	(1.30%)	
<b>Total</b>		<b>817,026</b>	<b>817,026</b>	<b>244,911</b>	<b>250,269</b>	<b>5,358</b>	<b>2.19%</b>	
<b>Capital Expenses</b>								
Land and Buildings	6	(1,207,984)	(1,207,984)	(140,000)	(135,850)	4,150	(2.96%)	
Plant and Equipment	6	(219,171)	(219,171)	(149,171)	(148,674)	497	(0.33%)	
Furniture and Equipment	6	(126,895)	(126,895)	(50,000)	(50,422)	(422)	0.84%	
Infrastructure Assets - Roads & Bridges	6	(840,786)	(840,786)	(435,000)	(432,629)	2,371	(0.55%)	
Infrastructure Assets - Sewerage	6	(124,500)	(124,500)	(14,500)	(14,460)	40	(0.27%)	
Infrastructure Assets - Parks	6	(9,000)	(9,000)	(9,000)	(6,376)	2,624	(29.16%)	
Repayment of Debentures	7	(107,603)	(107,603)	(75,078)	(75,078)	(0)	0.00%	
Transfer to Reserves	5	(538,324)	(538,324)	(180,000)	(181,141)	(1,141)	0.63%	
<b>Total</b>		<b>(3,174,262)</b>	<b>(3,174,262)</b>	<b>(1,052,749)</b>	<b>(1,044,629)</b>	<b>8,120</b>	<b>(0.77%)</b>	
<b>Net Capital</b>		<b>(2,357,236)</b>	<b>(2,357,236)</b>	<b>(807,838)</b>	<b>(794,361)</b>	<b>13,477</b>	<b>(1.67%)</b>	
<b>Total Net Operating + Capital</b>		<b>(1,894,367)</b>	<b>(1,894,367)</b>	<b>219,538</b>	<b>(310,256)</b>	<b>(529,794)</b>	<b>(241.32%)</b>	
Rate Revenue		1,674,514	1,674,514	1,674,514	1,673,096	(1,418)	(0.08%)	
Opening Funding Surplus(Deficit)		220,213	220,213	220,213	<b>220,213</b>	0	0.00%	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>360</b>	<b>360</b>	<b>2,114,265</b>	<b>1,583,053</b>	<b>(531,212)</b>	<b>(25.13%)</b>	

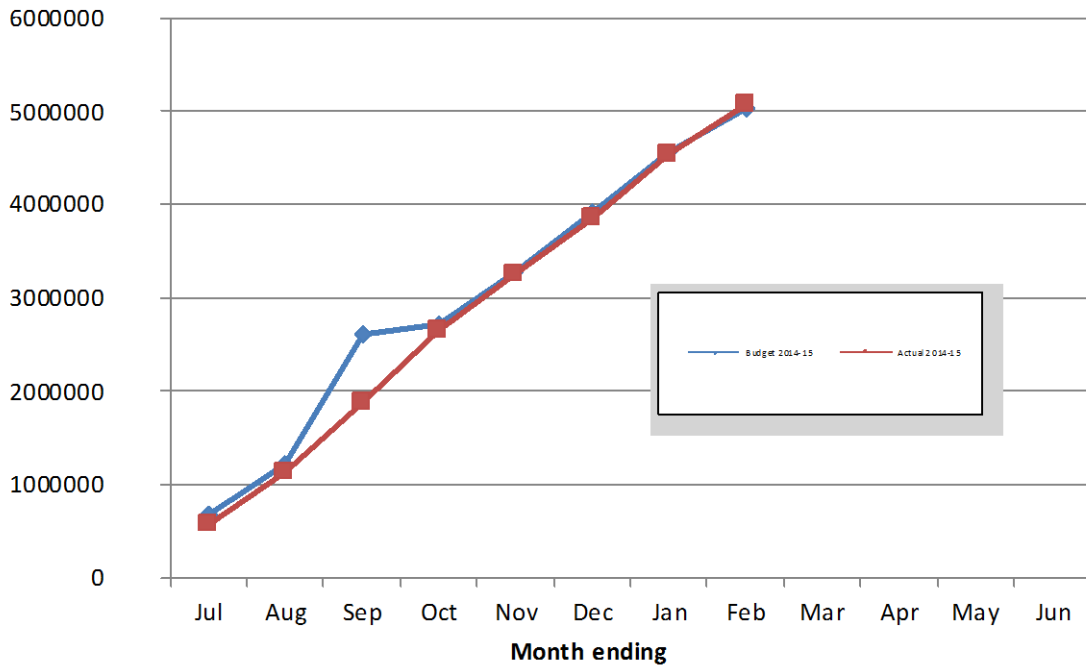
**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Program by Nature and Type**  
**For the Period Ended 28 February 2015**

	NOTE	2014/15	2014/15	2014/15	2014/15	Variance
		Current Budget	Projected Year End Actual	YTD Budget	YTD Actual	YTD Budget vs YTD Actual
		\$	\$	\$	\$	\$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>						
Rates		1,674,514	1,674,514	1,674,514	1,673,096	(1,418)
Operating Grants, Subsidies and Contributions		4,084,373	4,084,373	2,722,915	2,621,139	(101,776)
Fees and Charges		1,384,102	1,384,102	922,734	996,280	73,546
Interest Earnings		178,400	178,400	118,933	97,532	(21,401)
Other Revenue		201,135	201,135	134,090	169,020	34,930
		7,522,523	7,522,523	5,573,186	5,557,067	(16,119)
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>						
Employee Costs		(1,257,057)	(1,257,057)	(838,038)	(678,424)	159,615
Materials and Contracts		(4,901,615)	(4,901,615)	(3,267,743)	(3,175,341)	92,402
Utilities		(150,007)	(150,007)	(100,005)	(94,481)	5,524
Depreciation		(1,226,781)	(1,226,781)	(817,854)	(870,431)	(52,577)
Interest Expenses	7	(127,055)	(127,055)	(84,703)	(57,300)	27,404
Insurance		(162,738)	(162,738)	(108,492)	(148,361)	(39,869)
Other Expenditure		(13,600)	(13,600)	(9,067)	(431)	8,636
		(7,838,852)	(7,838,852)	(5,225,901)	(5,024,768)	201,133
		(316,329)	(316,329)	347,285	532,299	185,014
Non-Operating Grants, Subsidies & Contributions		1,227,278	1,227,278	818,186	754,470	(63,716)
Profit on Asset Disposals	6	13,257	13,257	2,651	2,651	(0)
Loss on Asset Disposals	6	(12,647)	(12,647)	(12,647)	(32,731)	(20,084)
<b>NET RESULT</b>		911,559	911,559	1,155,475	1,256,689	101,214

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

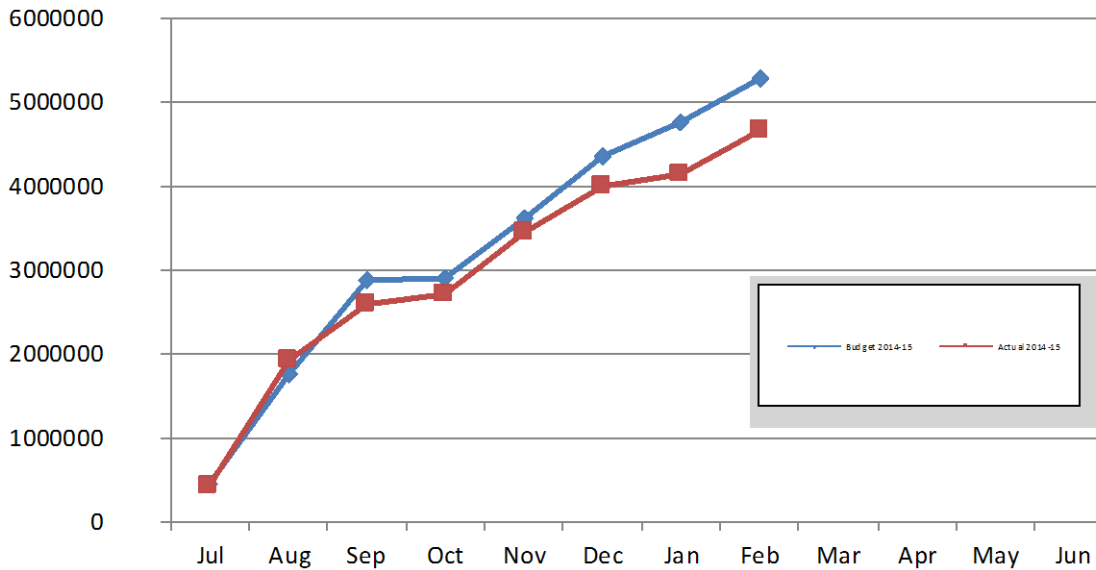
**Note 1 - Graphical Representation - Source Statement of Financial Activity**

**Budget Operating Expenses -v- YTD Actual**



**Comments/Notes - Operating Expenses**

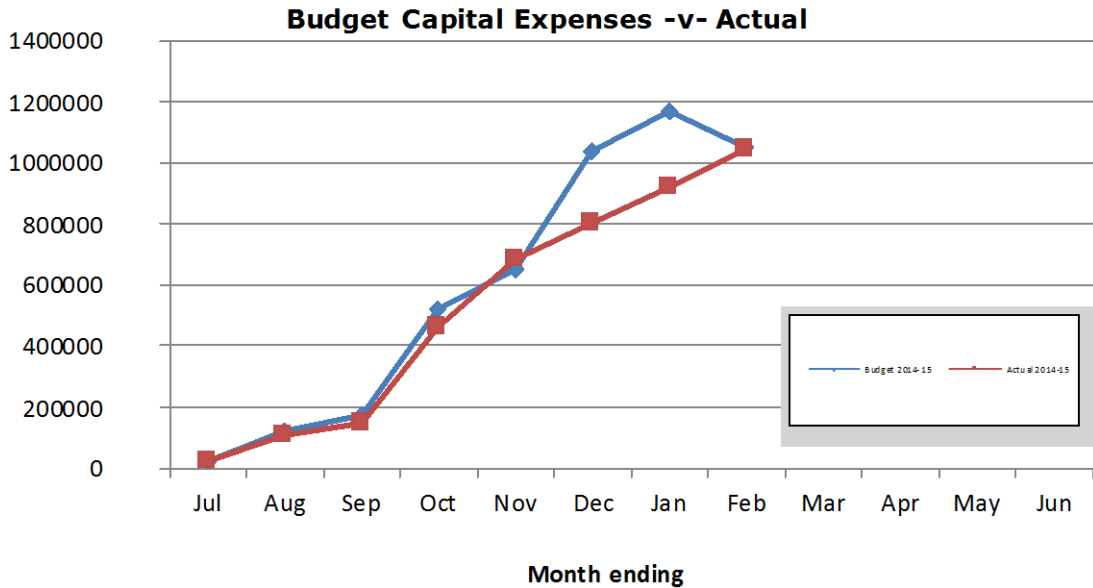
**Budget Operating Revenues -v- Actual**



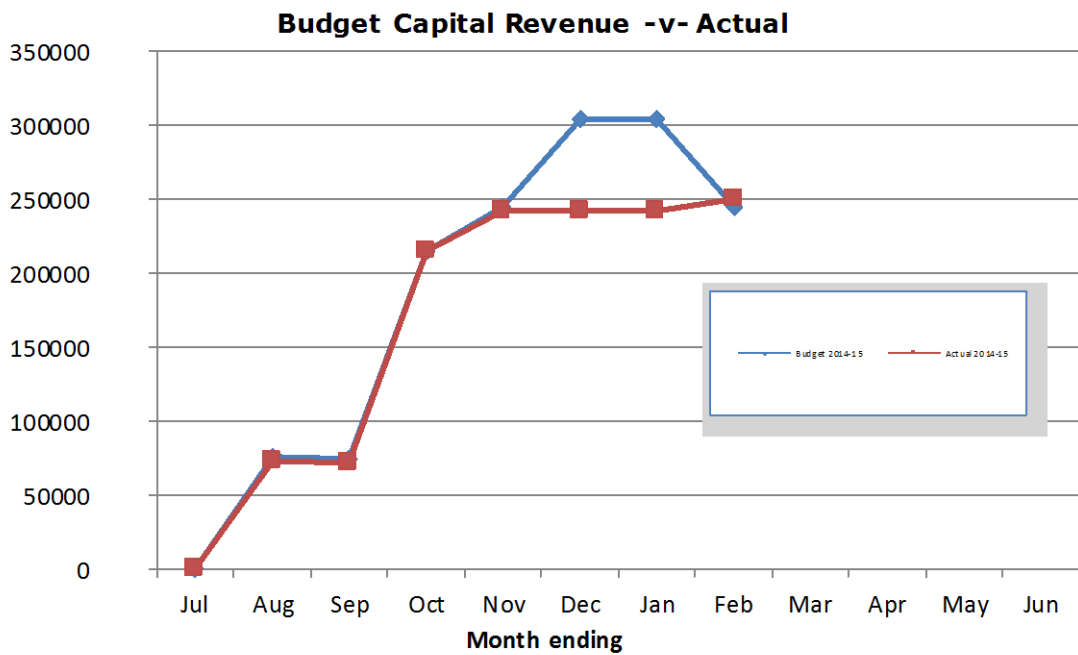
**Comments/Notes - Operating Revenues**

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 1 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**



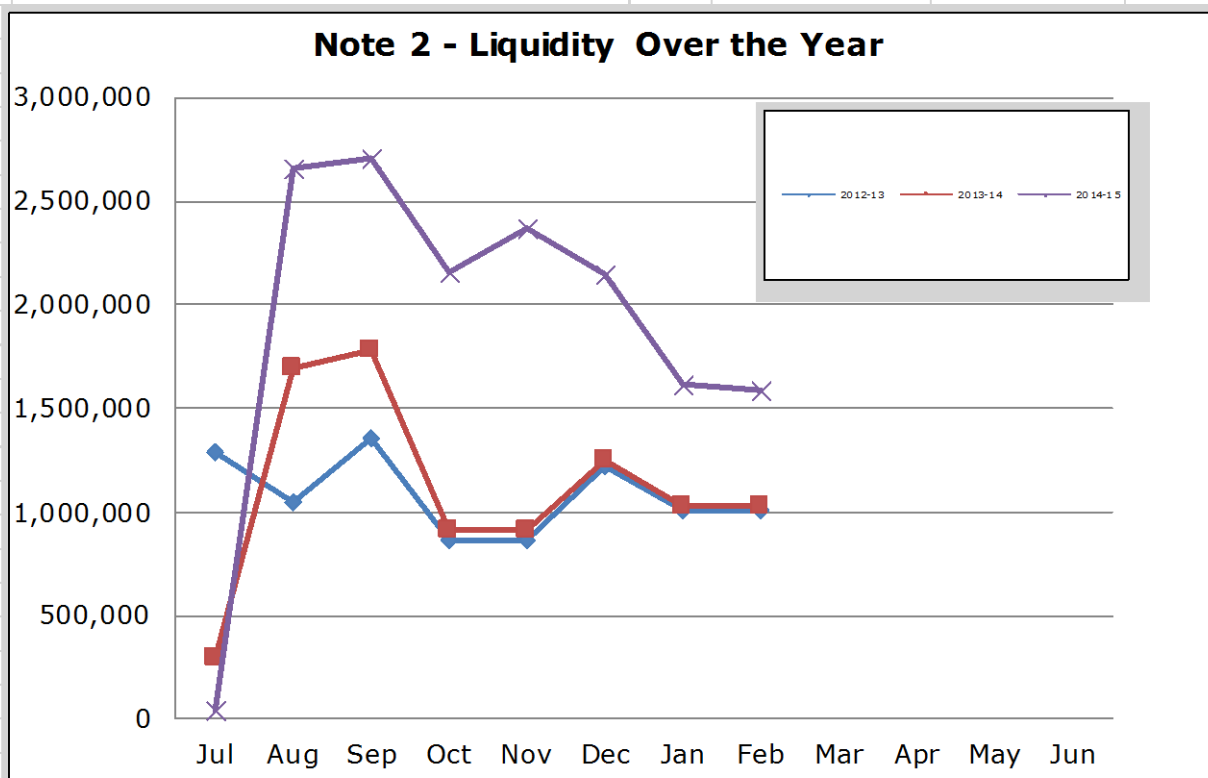
**Comments/Notes - Capital Revenues**



**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 2: NET CURRENT FUNDING POSITION**

	Note	Positive=Surplus (Negative=Deficit)		
		2014-15		
		This Period	Same Period 2013/14	Same Period 2012/13
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		<b>1,538,330</b>	739,159	1,086,955
Cash Restricted		<b>2,484,856</b>	2,361,424	3,299,926
Receivables		<b>987,565</b>	1,846,094	483,746
Prepayments & Accruals		<b>0</b>	0	0
Inventories		<b>9,356</b>	23,761	25,220
		<b>5,020,106</b>	4,970,438	4,895,847
<b>Less: Current Liabilities</b>				
Payables and Provisions		<b>(952,198)</b>	(1,578,997)	(586,980)
		<b>(952,198)</b>	(1,578,997)	(586,980)
Less: Cash Restricted		<b>(2,484,856)</b>	(2,361,424)	(3,299,926)
<b>Net Current Funding Position</b>		<b>1,583,052</b>	<b>1,030,017</b>	<b>1,008,941</b>



**Comments - Net Current Funding Position**



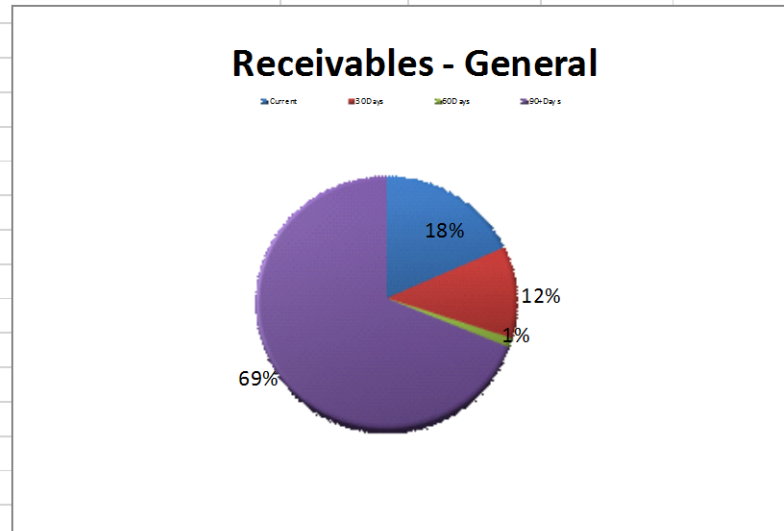
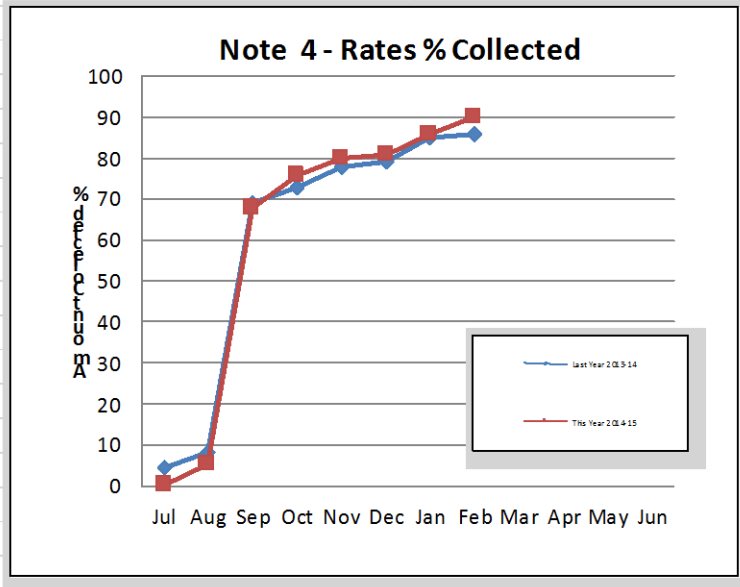
**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 4: RECEIVABLES**

<b>Receivables - Rates, Sewerage and Rubbish</b>	<b>Current 2014-15</b>	<b>Previous 2013-14</b>
Opening Arrears Previous Years Rates, Sewerage & Rubbish Levied this year	\$ 41,705	\$ 66,021
Less Collections to date	<b>(1,774,180)</b>	<b>(1,601,090)</b>
<b>Equals Current Outstanding</b>	<b>192,653</b>	<b>277,095</b>
<b>Net Rates Collectable</b>	192,653	277,095
<b>% Collected</b>	90.20%	85.25%

<b>Receivables - General</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+Days</b>
	\$	\$	\$	\$
	4,457	2,882	287	16,751
<b>Total Outstanding</b>				<b>24,377</b>

**Amounts shown above include GST (where applicable)**



Comments/Notes - Receivables Rates, Sewerage and Rubbish

Comments/Notes - Receivables General

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 5: Cash Backed Reserves**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Current Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Adopted Budget Closing Balance	Current Budget Closing Balance
	\$	\$	\$	\$		\$	\$		\$	\$	
Plant and Vehicle Reserve	131,468	4,996	2,616	110,000	210,000	17,241	0	0	0	246,464	346,464
Housing Reserve	300,522	11,420	5,288	0	0	0	(63,431)	(63,431)	0	248,511	248,511
Furniture and Equipment Reserve	40,352	1,533	710	0	0	0	(35,000)	(35,000)	0	6,886	6,886
Drainage Reserve	50,511	1,919	0	0	0	0	(52,430)	(52,430)	(50,511)	0	0
Municipal Buildings & Facilities Reserve	51,589	1,960	908	30,000	30,000	0	0	0	0	83,550	83,550
Townscape and Footpath Reserve	238,830	9,076	4,202	0	0	0	0	(10,700)	0	247,905	237,205
Land Development Reserve	118,875	4,517	2,092	0	0	0	0	0	0	123,392	123,392
Sewerage and Drainage Scheme Reserve	156,791	5,958	3,647	52,430	52,430	50,511	(14,500)	(74,500)	0	200,679	140,679
Road and Bridge Infrastructure Reserve	34,438	1,309	606	10,000	10,000	0	(5,000)	(5,000)	0	40,747	40,747
Health & Aged Care Reserve	788,595	29,967	13,875	50,000	50,000	0	(196,340)	(196,340)	0	672,222	672,222
Community Bus Reserve	44,331	1,685	780	5,000	5,000	0	0	0	0	51,016	51,016
Bridge Construction Reserve	65,850	2,502	0	0	0	0	(68,352)	(68,352)	(65,850)	0	0
Staff Vehicle Reserve	17,241	655	0	0	0	0	(17,896)	(17,896)	(17,241)	(0)	(0)
Sport & Recreation Reserve	9,548	363	168	0	0	0	0	0	0	9,911	9,911
Rehabilitation & Refuse Reserve	28,482	1,082	501	5,000	5,000	0	0	0	0	34,565	34,565
Unspent Grants & Contributions	0	0	0	0	0	0	0	0	0	0	0
Saddleback Building Reserve	66,614	2,531	1,253	4,750	4,750	4,575	(25,900)	(25,900)	0	47,996	47,996
Saddleback Vehicle & Equipment Reserve	4,576	174	0	0	0	0	(4,750)	(4,750)	(4,575)	(0)	(0)
Caravan Park Reserve	54,805	2,083	2,123	68,352	68,352	65,850	0	0	0	125,239	125,239
Brookton Heritage/Museum Reserve	35,861	1,363	631	2,500	2,500	0	0	(8,500)	0	39,724	31,224
Kweda Hall Reserve	16,477	626	290	2,500	2,500	0	0	0	0	19,603	19,603
Aldersyde Hall Reserve	16,477	626	290	2,500	2,500	0	0	0	0	19,603	19,603
Railway Station Reserve	16,477	626	290	2,500	2,500	0	(12,000)	(12,000)	0	7,603	7,603
Madison Square Units Reserve	16,254	618	286	0	0	0	0	0	0	16,872	16,872
Cemetery Reserve	89,147	3,388	1,568	0	0	0	(42,750)	(42,750)	0	49,784	49,784
Water Harvesting Reserve	47,781	1,816	841	0	0	0	(10,000)	(16,300)	0	39,597	33,297
	<b>2,441,892</b>	<b>92,792</b>	<b>42,964</b>	<b>345,532</b>	<b>445,532</b>	<b>138,177</b>	<b>(548,349)</b>	<b>(633,849)</b>	<b>(138,177)</b>	<b>2,331,867</b>	<b>2,346,367</b>

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 6: CAPITAL DISPOSALS AND ACQUISITIONS**

Original Budgeted Profit(Loss) of Asset Disposal			Disposals	Actual Profit(Loss) of Asset Disposal		
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$		\$	\$	\$
40,771	47,000	6,229	CEO Vehicle	41,564	43,636	2,072
30,231	24,000	(6,231)	DCEO Vehicle	28,943	24,546	(4,397)
24,411	22,000	(2,411)	Shire Planner Vehicle			0
34,403	40,000	5,597	Tandem Truck			0
22,618	25,000	2,382	Works Supervisors Ute			0
4,292	10,000	5,708	Single Cab Utility			0
4,292	10,000	5,708	Single Cab Utility			0
19,154	23,000	3,846	Dual Cab Utility	22,852	19,090	(3,762)
8,000	8,800	800	Cherry Picker	8,411	8,000	(411)
0	0	0	Shade Sail Brookton Oval	15,832	0	(15,832)
0	0	0	Roller Blind	4,005	0	(4,005)
0	0	0	Xeon 2.4 Dual Server	1,581	0	(1,581)
0	0	0	Dishwasher H65	2,743	0	(2,743)
0	0	0	Water Tanks	5,331	5,909	578
<b>188,172</b>	<b>209,800</b>	<b>21,628</b>	<b>Totals</b>	<b>131,262</b>	<b>101,181</b>	<b>(30,081)</b>

**Comments - Capital Disposal**

Summary Acquisitions	Adopted Budget		
	Budget	Actual	Variance
	\$	\$	\$
<b>Property, Plant &amp; Equipment</b>			
Land and Buildings	1,152,484	135,850	1,016,634
Plant & Equipment	441,000	148,674	292,326
Furniture & Equipment	126,895	50,422	76,474
<b>Infrastructure</b>			
Roadworks & Bridge Works	854,986	432,629	422,357
Parks & Gardens	9,000	6,376	2,624
Sewerage & Drainage	24,500	14,460	10,040
<b>Totals</b>	<b>2,608,865</b>	<b>788,410</b>	<b>1,820,455</b>

**Comments - Capital Acquisitions**

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 7: INFORMATION ON BORROWINGS**

Particulars	Loan Purpose	Due Date	Term (yrs)	Rate (%)	Principal 1-Jul-14 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments	
							Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
<b>Self Supporting Loans</b>												
*Loan 78 Senior Citizen's Homes	Construction of Mokine Cottages	17/06/2024	15	6.74	153,611	-	5,505	11,196	148,106	142,415	4,837	10,285
*Loan 79 Multifunctional Family Centre	Purchase of the Building	1/08/2020	15	5.82	53,939	-	7,047	7,047	46,892	46,892	1,599	3,097
*Loan 82 Country Club	Extension and Refurbishment of the Club House	15/11/2027	20	6.95	324,275	-	7,437	15,133	316,838	309,142	7,303	22,529
<b>Governance</b>												
Loan 75 Administration	Shire Office Renovations	3/08/2026	25	6.46	68,037	-	3,679	3,679	64,357	64,357	2,587	4,392
<b>Education &amp; Welfare</b>												
Loan 80 Kalkarni Residency	Kalkarni Residence	1/02/2026	25	5.63	109,184	-	6,583	6,583	102,601	102,601	3,622	6,146
<b>Housing</b>												
Loan 80 Staff Housing	Staff Housing	1/02/2026	25	5.63	180,154	-	10,862	10,862	169,292	169,292	5,977	10,142
<b>Community Amenities</b>												
Loan 80 Sewerage	Sewerage Extension	1/02/2026	25	5.63	76,429	-	4,608	4,608	71,821	71,821	2,536	4,303
<b>Transport</b>												
Loan 80 Grader	New Grader	1/02/2026	25	5.63	180,154	-	10,862	10,862	169,292	169,292	5,977	10,142
<b>Recreation and Culture</b>												
Loan 81 Sport & Recreation	Recreation Plan	1/11/2027	20	6.95	806,383	-	18,495	37,633	787,888	768,751	21,364	56,020
					1,952,165	0	75,078	107,602	1,877,087	1,844,563	55,802	127,055

(\*) Self supporting loan financed by payments from third parties.  
All other loan repayments were financed by general purpose revenue.

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 8: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>								
Municipal Cash at Bank - Operating Account	1.50%	167,844				167,844	Bendigo	
Municipal Cash at Bank - Cash Management Account	0.50-4.0%	1,370,486				1,370,486	Bendigo	
Trust Cash at Bank	1.50%			39,119		39,119	Bendigo	
(b) <b>Term Deposits</b>								
Reserves	2.95%		2,484,856			2,484,856	Bendigo	02/03/2015
Les McMullen Trust	4.00%			7,745		7,745	Bendigo	26/06/2015
(c) <b>Investments</b>								
Bendigo Bank Shares					5,000	5,000		
<b>Total</b>		1,538,330	2,484,856	46,863	5,000	4,075,049		

Comments/Notes - Investments



<b>Shire of Brookton</b>		
<b>NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY</b>		
<b>For the Period Ended 28 February 2015</b>		
<b>Note 9: MAJOR VARIANCES</b>		
<b>Comments/Reason for Variance</b>		
<b>OPERATING REVENUE (EXCLUDING RATES)</b>		
<b>Governance</b>		
Within variance threshold of \$10,000 or 10%		
<b>General Purpose Funding</b>		
Within variance threshold of \$10,000 or 10%		
<b>Law, Order and Public Safety</b>		
Within variance threshold of \$10,000 or 10%		
<b>Health</b>		
Within variance threshold of \$10,000 or 10%		
<b>Education and Welfare</b>		
The subsidy income for Kalkarni Aged Care Facility is less than budgeted expectation. There are a number of factors contributing to this but the main driver is the occupancy rate which is currently at 88% compared to a budgeted 97%.		
<b>Housing</b>		
Within variance threshold of \$10,000 or 10%		
<b>Community Amenities</b>		
Within variance threshold of \$10,000 or 10%		
<b>Recreation and Culture</b>		
The difference between the budgeted and actuals reflects the expectation of grants to complete projects at the WB Eva Pavillion, \$100k unfavourable and the receipt of \$30k Pool Grant which was not budgeted for.		
<b>Transport</b>		
This variance represents a timing difference. Grants from both State (\$149K still to claim) and Commonwealth (R2R \$161K) for road construction. The R2R allocation has been received in March.		
<b>Economic Services</b>		
Within variance threshold of \$10,000 or 10%		
<b>Other Property and Services</b>		
This variance represents a lower than forecasted income for Private Works.		
<b>OPERATING EXPENSES</b>		
<b>Governance</b>		
Within variance threshold of \$10,000 or 10%		
<b>General Purpose Funding</b>		
Within variance threshold of \$10,000 or 10%		
<b>Law, Order and Public Safety</b>		
Within variance threshold of \$10,000 or 10%		
<b>Health</b>		
Within variance threshold of \$10,000 or 10%		
<b>Education and Welfare</b>		
Within variance threshold of \$10,000 or 10%		
<b>Housing</b>		
Within variance threshold of \$10,000 or 10%		
<b>Community Amenities</b>		
Within variance threshold of \$10,000 or 10%		
<b>Recreation and Culture</b>		
The increase in costs against budget is being driven by depreciation. This reflects the impact of the fair valuation of buildings which was not known when the budget was adopted. In addition the disposal of the shade sail was not in the adopted budget (\$15k Unfavourable).		
<b>Transport</b>		
Within variance threshold of \$10,000 or 10%		
<b>Economic Services</b>		
Within variance threshold of \$10,000 or 10%		
<b>Other Property and Services</b>		
Within variance threshold of \$10,000 or 10%		

<b>CAPITAL REVENUE</b>		
<b>Proceeds from Disposal of Assets</b>		
Within variance threshold of \$10,000 or 10%		
<b>Self-Supporting Loan Principal</b>		
Within variance threshold of \$10,000 or 10%		
<b>Transfer from Reserves</b>		
Within variance threshold of \$10,000 or 10%		
<b>CAPITAL EXPENSES</b>		
<b>Land and Buildings</b>		
Within variance threshold of \$10,000 or 10%		
<b>Plant and Equipment</b>		
Within variance threshold of \$10,000 or 10%		
<b>Furniture and Equipment</b>		
Within variance threshold of \$10,000 or 10%		
<b>Infrastructure Assets - Roads &amp; Bridges</b>		
Within variance threshold of \$10,000 or 10%		
<b>Infrastructure Assets - Sewerage</b>		
Within variance threshold of \$10,000 or 10%		
<b>Repayment of Debentures</b>		
Within variance threshold of \$10,000 or 10%		
<b>Transfer to Reserves</b>		
Within variance threshold of \$10,000 or 10%		
<b>OTHER ITEMS</b>		
<b>Rate Revenue</b>		
Within variance threshold of \$10,000 or 10%		
<b>Opening Funding Surplus(Deficit)</b>		
Within variance threshold of \$10,000 or 10%		
<b>Closing Funding Surplus (Deficit)</b>		
Within variance threshold of \$10,000 or 10%		

**Shire of Brookton**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2015**

**Note 10: 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 For the Period 1 July 2014	Amount Received	Amount Paid	Closing Balance For the Period Ended 28 February 2015
	\$	\$	\$	\$
Housing Bonds	1,200	1,300	(2,500)	0
Other Bonds	4,790	11,300	(5,860)	10,230
Election Nomination Bonds	0	0	0	0
Rates Incentive Prize	200	0	(200)	0
Staff AFL Tipping	0	0	0	0
Les McMullen Sporting Grants	7,745	0	0	7,745
Gnulla Child Care Facility	3,073	0	0	3,073
Wildflower Show Funds	1,240	0	0	1,240
Kalkarni Resident's Accounts	5,411	0	0	5,411
Public Open Space Contributions	13,820	0	0	13,820
Developer Road Contributions	4,915	0	0	4,915
Unclaimed Money	310	120	0	430
Development Bonds	0	0	0	0
	<b>42,703</b>	<b>12,720</b>	<b>(8,560)</b>	<b>46,863</b>

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Kalkarni Aged Care Facility**  
**For the Period Ended 28 February 2015**

**Note 11: Kalkarni Aged Care Facility**

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 9	Var. % (b)-(a)/(b) 9	Var.
<b>Operating Revenue</b>		\$	\$	\$	\$	%	
Fees & Charges		717,349	478,233	478,233	(0)	(0.00%)	
Grants & Subsidies		3,238,112	2,158,741	1,835,010	(323,732)	(15.00%)	▼
Reimbursements & Donations		250	167	0	(167)	(100.00%)	
Other Income		3,333	2,222	0	(2,222)	(100.00%)	
<b>Total Revenue</b>		<b>3,959,044</b>	<b>2,639,363</b>	<b>2,313,242</b>	<b>(326,120)</b>	<b>(12.36%)</b>	
<b>Operating Expenses</b>							
Building Maintenance		0	0	0	0	0.00%	
Interest Expenses		(6,146)	(4,098)	(3,622)	475	(11.60%)	
Insurance Expenses		(17,000)	(17,000)	(16,352)	648	(3.81%)	
Building Maintenance		(34,836)	(13,224)	(7,041)	6,183	(46.75%)	
Loss on Sale of Asset		0	0	(2,742)	(2,742)	0.00%	
Depreciation		(174,073)	(116,049)	(129,280)	(13,231)	11.40%	▲
ABC Administration Expenses		(19,589)	(13,059)	(12,315)	744	(5.69%)	
Contract Expenses		(3,775,218)	(2,516,812)	(2,425,553)	91,259	(3.63%)	▲
<b>Total Expenses</b>		<b>(4,026,862)</b>	<b>(2,680,241)</b>	<b>(2,596,906)</b>	<b>83,335</b>	<b>3.11%</b>	
<b>Operating Surplus (Deficit)</b>		<b>(67,818)</b>	<b>(40,879)</b>	<b>(283,664)</b>	<b>(242,785)</b>	<b>-594%</b>	
<b>Excluding Non Cash Adjustments</b>							
Add back Depreciation		174,073	116,049	129,280	13,231	11.40%	
Adjust (Profit)/Loss on Asset Disposal		0	0	(2,742)	(2,742)	0.00%	
<b>Net Operating Surplus (Deficit)</b>		<b>106,255</b>	<b>75,170</b>	<b>(157,127)</b>	<b>(232,297)</b>	<b>(309.03%)</b>	
<b>Capital Revenues</b>							
KBC Capital Income		161,331	107,554	109,777	2,223	2.07%	
Transfer from Reserves	5	196,340	0	0	0	0.00%	
<b>Total</b>		<b>357,671</b>	<b>107,554</b>	<b>109,777</b>	<b>2,223</b>	<b>0</b>	
<b>Capital Expenses</b>							
Land and Buildings	6	(41,150)	0	0	0	0.00%	
Plant and Equipment	6	0	0	0	0	0.00%	
Furniture and Equipment	6	(86,695)	(20,000)	(20,001)	(1)	0.00%	
Repayment of Debentures	7	(6,583)	(6,583)	(6,583)	0	0.00%	
Transfer to Reserves	5	(79,967)	(15,000)	(13,875)	1,125	(7.50%)	
<b>Total</b>		<b>(214,394)</b>	<b>(41,583)</b>	<b>(40,458)</b>	<b>1,125</b>	<b>(2.71%)</b>	
<b>Net Capital</b>		<b>143,277</b>	<b>65,971</b>	<b>69,318</b>	<b>3,347</b>	<b>5.07%</b>	
<b>Closing Funding Surplus(Deficit)</b>		<b>249,532</b>	<b>141,141</b>	<b>(87,808)</b>	<b>(228,949)</b>		

**Shire of Brookton**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**Sewerage Programm by Nature and Type**  
**For the Period Ended 28 February 2015**

**Note 12 Sewerage Operating Statement**

	NOTE	2014/15 Adopted Budget \$	2014/15 YTD Budget \$	2014/15 YTD Actual \$	Variance YTD Budget vs YTD Actual \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>					
SEW Fees & Charges		1,356	1,356	452	904
SEWERAGE RATES CHARGES		129,589	129,589	129,274	316
		130,945	130,945	129,726	1,220
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>					
Employee Costs		(21,041)	(14,028)	(4,745)	(9,283)
Materials and Contracts		(18,096)	(12,064)	(10,034)	(2,030)
Utilities		(5,950)	(3,967)	(3,794)	(173)
Depreciation		(16,361)	(10,907)	(11,106)	198
Interest Expenses		(4,303)	(2,868)	(2,536)	(333)
Insurance		(228)	(228)	(219)	(9)
General Operating Expenses		(24,084)	(16,056)	(3,062)	(12,994)
Allocation of Administration Expense		(4,423)	(4,423)	(4,000)	(423)
		(94,486)	(64,541)	(39,495)	(25,046)
		36,460	66,404	90,231	(23,826)
Non-Operating Grants, Subsidies & Contributions		-	-	-	-
Profit on Asset Disposals		-	-	-	-
Loss on Asset Disposals		-	-	-	-
<b>NET RESULT</b>		36,460	66,404	90,231	(23,826)

## 12.03.15.03 LOCAL GOVERNMENT ORDINARY ELECTIONS 2015 – POSTAL VOTING

<b>FILE REFERENCE:</b>	ADM0594
<b>AUTHORS NAME AND POSITION:</b>	Evelyn Arnold Deputy Chief Executive Officer
<b>NAME OF APPLICANT/ RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	9 March 2015
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	There is no previous meeting reference.

### **SUMMARY:**

Council is requested to consider appointing the Electoral Commissioner to be responsible for conducting the 2015 election and that the method of conducting the election is by postal voting.

### **Background:**

The next local government ordinary election will be held on 17<sup>th</sup> October 2015. The Electoral Commissioner has already written to Council providing his agreement to be responsible for the conduct of the 2015 election in accordance with section 4.2(4) of the Local Government Act 1995.

### **Details:**

The 2013 election was conducted by the Electoral Commissioner with the method being by Postal Voting.

### **Statutory and Legal Considerations:**

*Local Government Act 1995* Section 4.20(4) and 4.61(2).

### **Policy Considerations:**

There is no Council Policy relative to this issue.

### **Consultation:**

Electoral Commissioner.

### **Financial Implications:**

The budget estimate to conduct the election based on 700 electors, a response rate of 60% and four vacancies, is \$10,454 (excluding GST). This will be included in the 2015/16 Budget.

### **Strategic Community Plan (2013 – 2023)**

Not applicable

## **Corporate Business Plan (2014-2018)**

No reference

### **Officer's Comment:**

Conducting a postal vote administered by the Electoral Commission is the most effective and efficient way to complete this vital democratic process.

### **Voting Requirements:**

Absolute Majority Required

### **Officer's Recommendation:**

#### **That Council:**

- 1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2015 ordinary elections together with any other elections or polls which may be required**
- 2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.**

### **Council Resolution**

**12.03.15.03**

**Moved Cr Crute Seconded Cr Allington**

#### **That Council:**

- 1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2015 ordinary elections together with any other elections or polls which may be required**
- 2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.**

**CARRIED BY ABSOLUTE MAJORITY 6-0**



## 12.03.15.04 RATE EXEMPTION – NON RATEABLE PROPERTIES

<b>FILE REFERENCE:</b>	Property Files
<b>AUTHORS NAME AND POSITION:</b>	Deanne Sweeney Senior Finance Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	Not Applicable
<b>DATE REPORT WRITTEN:</b>	10 March 2015
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	Previous meeting reference unconfirmed.

### **SUMMARY:**

This report recommends that Council continue with the current agreement of non rating the following vacant land in the Aldersyde and Kweda town sites - A2689, A2693, A2692, A944, A945, A946, A953, A2598 and A2690.

### **Background:**

As there are limited facilities and services provided to these rural town sites historically these properties have been non rateable. It is proposed that Council continue to support the current non rating of privately owned vacant land properties in the Aldersyde and Kweda town site.

### **Details:**

A schedule of properties in the Aldersyde and Kweda town site to be non rated is presented for Council's approval:

Assessment Number	Property Address
A2689	Lot 5 Brookton-Kweda Road, Kweda
A2693	Lot 21 Brookton-Kweda Road, Kweda
A2692	Lot 22 Brookton-Kweda Road, Kweda
A944	26 Railway Terrance, Aldersyde
A945	28 Railway Terrance, Aldersyde
A946	30 Railway Terrance, Aldersyde
A953	44 Railway Terrace, Aldersyde
A2598	3 Turner Street, Aldersyde
A2690	Lot 4 Brookton-Kweda Road, Kweda

### **Statutory and Legal Considerations:**

Section 6.25 (2) of the *Local Government Act 1995* applies to rateable land.

### **Policy Considerations:**

There are no policy implications.

### **Consultation:**

*Shire of Brookton, Agenda Ordinary Meeting of Council, 19 March 2015*

Not applicable.

**Financial Implications:**

There are no financial implications.

**Strategic Community Plan (2013 – 2023)**

Not applicable.

**Corporate Business Plan (2014-2018)**

No reference

**Officer's Comment:**

The attached maps (12.03.15.04 A and B) detail the locations of the properties.

**Voting Requirements:**

Absolute Majority Required

**Officer's Recommendation:**

**That Council:**

1. Approves the schedule of privately owned vacant land properties in the Aldersyde and Kweda town site to remain non rateable as follows:

Assessment Number	Property Address
A2689	Lot 5 Brookton-Kweda Road, Kweda
A2693	Lot 21 Brookton-Kweda Road, Kweda
A2692	Lot 22 Brookton-Kweda Road, Kweda
A944	26 Railway Terrance, Aldersyde
A945	28 Railway Terrance, Aldersyde
A946	30 Railway Terrance, Aldersyde
A953	44 Railway Terrace, Aldersyde
A2598	3 Turner Street, Aldersyde
A2690	Lot 4 Brookton-Kweda Road, Kweda

**Council Resolution**

12.03.15.04

Moved Cr Allington Seconded Cr Mills

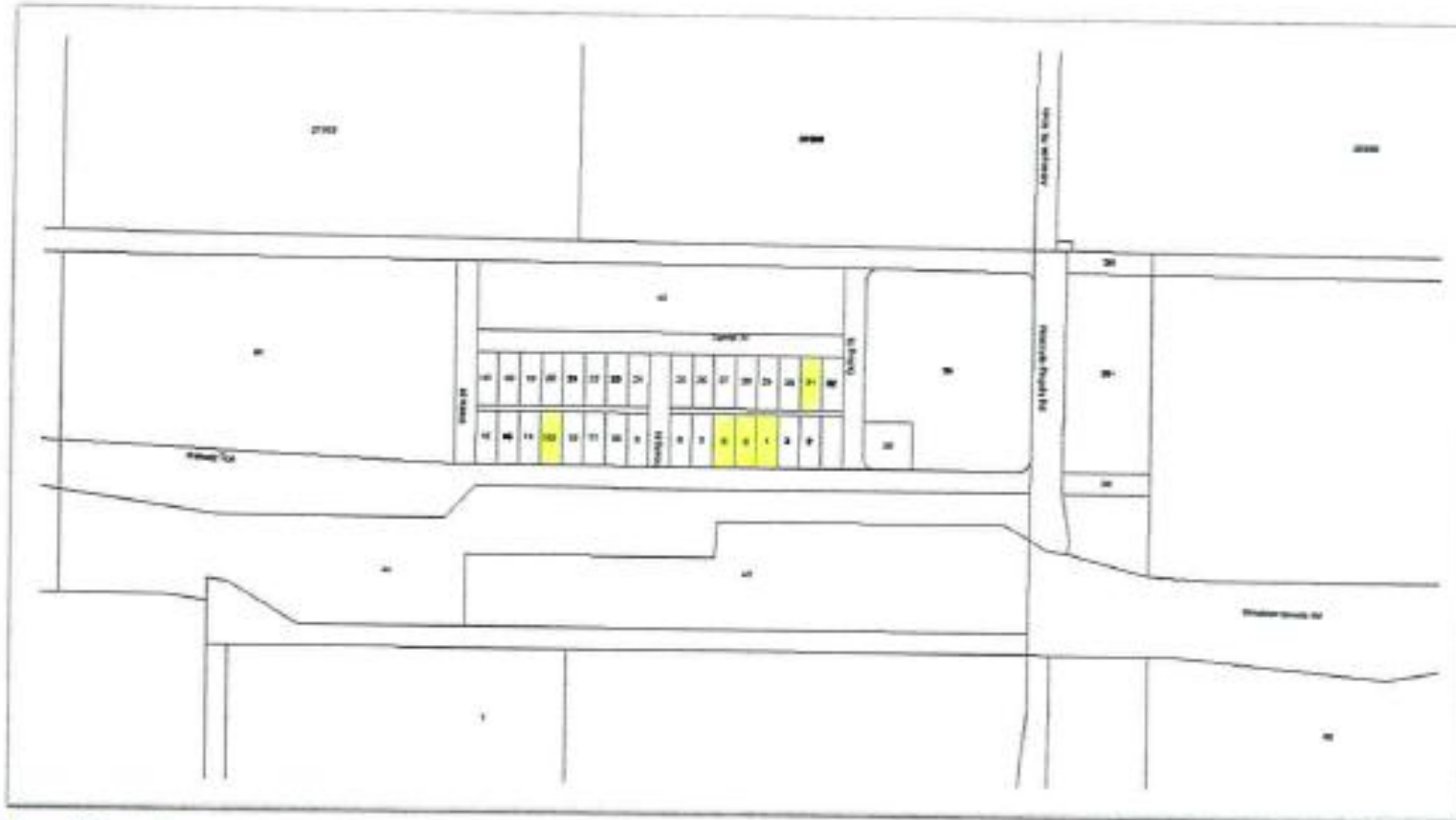
**That Council:**

1. Approves the schedule of privately owned vacant land properties in the Aldersyde and Kweda town site to remain non rateable as follows:

Assessment Number	Property Address
A2689	Lot 5 Brookton-Kweda Road, Kweda
A2693	Lot 21 Brookton-Kweda Road, Kweda
A2692	Lot 22 Brookton-Kweda Road, Kweda
A944	26 Railway Terrance, Aldersyde
A945	28 Railway Terrance, Aldersyde
A946	30 Railway Terrance, Aldersyde
A953	44 Railway Terrace, Aldersyde
A2598	3 Turner Street, Aldersyde
A2690	Lot 4 Brookton-Kweda Road, Kweda

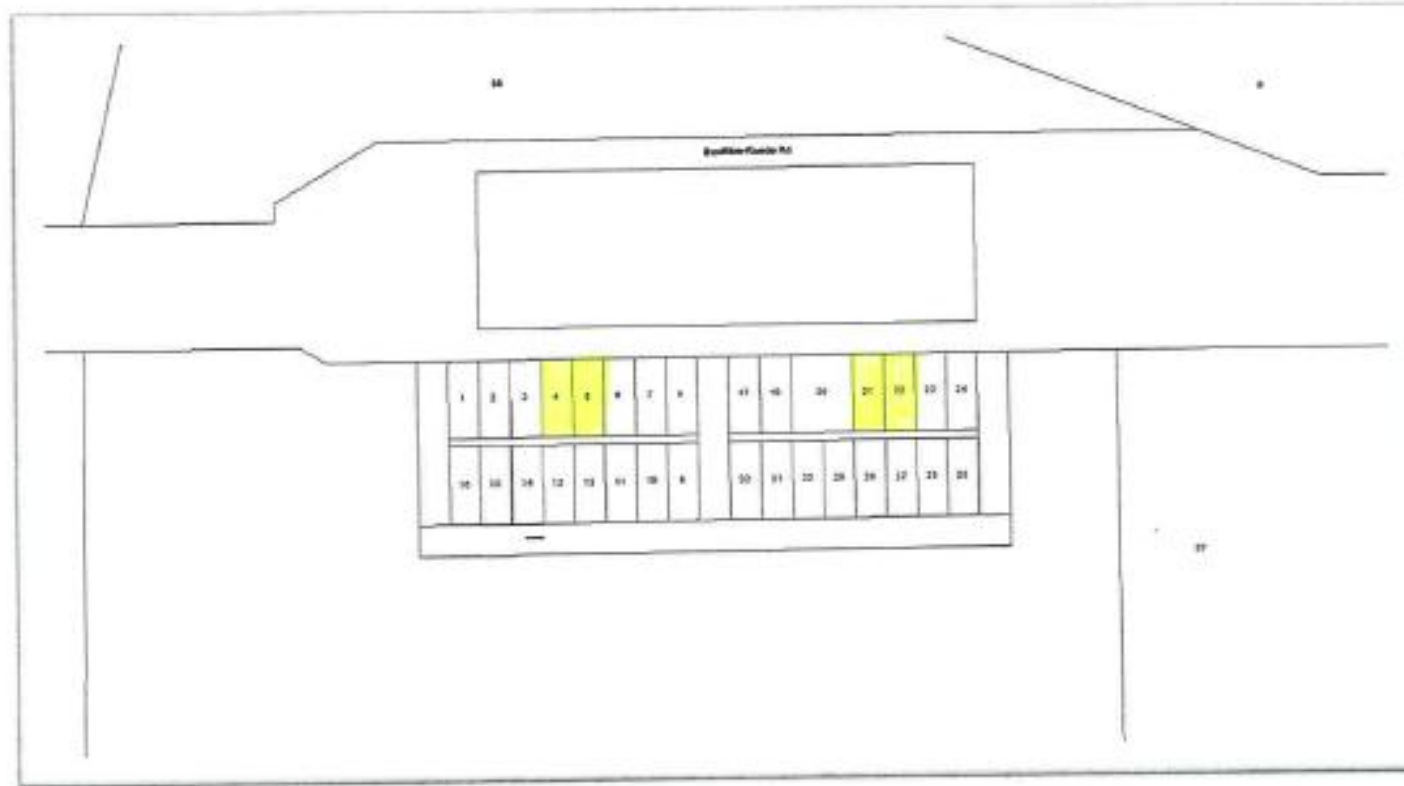
**CARRIED BY ABSOLUTE MAJORITY 6-0**

ATTACHMENT 12.03.15.04A Aldersyde Town Site



Aldersyde Town Site

**ATTACHMENT 12.03.15.04B Kweda Town Site**



**Kweda Town site**

## 12.03.15.05 AUDIT COMMITTEE 19<sup>th</sup> FEBRUARY 2015 – ADOPTION OF RECOMMENDATIONS

### FILE REFERENCE:

<b>AUTHORS NAME AND POSITION:</b>	Evelyn Arnold Deputy Chief Executive Officer
<b>NAME OF APPLICANT/RESPONDENT:</b>	N/A
<b>DATE REPORT WRITTEN:</b>	10 <sup>th</sup> March 2015
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter.
<b>PREVIOUS MEETING REFERENCE:</b>	Nil

### **SUMMARY:**

Council is requested to adopt the recommendations from the Audit Committee Meeting held on 19<sup>th</sup> February 2015.

### **Background:**

An Audit Committee Meeting was held on 19<sup>th</sup> February 2015.

### **Detail:**

The Committee reviewed the CAR (Compliance Audit Return) in accordance with section 14 of the Local Government (Audit) Regulations 1996. The Committee reports a satisfactory result from this return.

### **Statutory and Legal Considerations:**

There are no Statutory or Legal Considerations relevant to this report.

### **Policy Considerations:**

There are no Policy Considerations relevant to this report.

### **Consultation:**

No consultation was deemed necessary.

### **Financial Implications:**

Nil.

### **Strategic Community Plan (2013 – 2023):**

There are no Strategic Community Plan implications relevant to this report.

### **Corporate Business Plan (2014 – 2018):**

There are no Corporate Business Plan implications relevant to this report.

### **Officer's Comment:**

The following recommendations were carried by the Committee:

## **Audit Committee Review of the CAR 2014**

### **RECOMMENDATION:**

#### **12.05.15.1**

That Council accept the result of the Compliance Audit Return 2014 as being of a satisfactory standard.

### **Voting Requirements:**

Simple Majority

### **Officer's Recommendation:**

**That Committee Recommendation 12.05.15.1 contained in the Audit Committee Minutes of 19<sup>th</sup> February 2015 be adopted by Council.**

### **Council Resolution**

#### **12.03.15.05**

#### **Moved Cr Crute Seconded Cr Walker**

**That Committee Recommendation 12.05.15.1 contained in the Audit Committee Minutes of 19<sup>th</sup> February 2015 be adopted by Council.**

**CARRIED 6-0**

### 13.03.15.0 GOVERNANCE REPORT

#### 13.03.15.01 LEMC - EMERGENCY RISK MANAGEMENT REPORT

<b>FILE REFERENCE:</b>	ADM 0158
<b>AUTHORS NAME : AND POSITION:</b>	Kevin O'Connor CEO
<b>NAME OF APPLICANT/ RESPONDENT:</b>	Shire of Brookton
<b>DATE REPORT WRITTEN:</b>	10 <sup>TH</sup> March 2015
<b>DISCLOSURE OF INTEREST:</b>	The author has no financial interest in this matter
<b>PREVIOUS MEETING REFERENCE:</b>	Nil

#### **SUMMARY:**

Council is requested to adopt the Emergency Risk Management Report, prepared in accordance with Best Practice recommendations from the State body responsible for Emergency Management in WA.

#### **Background:**

The Shire of Brookton was successful in applying for funding under the All West Australians Reducing Emergencies (AWARE) program to undertake an emergency risk management study. Under the provisions of the Emergency Management Act 2005 and State Emergency Management Policy (SEMP) 2.5, Local Governments are required to prepare local emergency management arrangements for their community. In addition SEMP 2.9 outlines the requirement for Local Governments to identify natural and technological (human caused) risks to their community, assess these risks and prepare treatment plans accordingly.

This project has been conducted with due regard to the relevant legislation, policy and is compliant with the ISO 31,000:2009 Risk Management Standard and conducted in conformity to the following National and State Risk Management Guidelines:

- National Emergency Risk Assessment Guidelines 2010 (NERAG)
- WA Emergency Risk Management Guidelines 2014

#### **Details:**

WALGA Emergency Management Services was appointed by the Shire as consultant to this project. WALGA Emergency Management Services is a consultancy service approved by the State Emergency Management Committee (SEMC) Secretariat.

The report outlines the process undertaken throughout this project with the specific aim of identifying, analysing and assessing natural and man caused hazards that may impact on the Shire of Brookton. The culmination of the risk management process is the production of a comprehensive risk register and treatment schedule for on-going management and manipulation by the Shire as an ongoing process for the management and tracking of risk centered activities.

All sources of risk listed by the State for treatment were examined at the outset of the project in a workshop environment and a list of sources of risk and associated impact categories was compiled for further analysis. The study was confined to the Shire of Brookton Local Government Area and an assessment was made relating to the impact of each source of risk to the community and in particular the effects on local business continuity.

The following activities were undertaken during this project:

1. Identify a range of sources of risk both naturally occurring and technologically based;
2. Gather information relating to the preparation, prevention, response and recovery activities and controls undertaken by emergency management agencies relating to identified hazards;
3. Provide opportunities for members of the community, emergency management agencies, and local government officers and elected members to participate in the analysis of those risks;
4. Prepare a risk register and treatment schedule for the on-going management of identified risks by the LEMC and the Shire of Brookton; and report on activities undertaken during this study

#### **Statutory and Legal Considerations Environment:**

There is a requirement under the State Emergency Management Policy (SEMP) 2.5, where Local Governments are required to prepare local emergency management arrangements for their community. In addition SEMP 2.9 outlines the requirement for Local Governments to identify natural and technological (human caused) risks to their community, assess these risks and prepare treatment plans accordingly.

#### **Policy Considerations:**

Policy 2.7 Risk Management.

#### **Consultation:**

Consultation for this project was largely conducted within the confines of the Local Emergency Management Committee (LEMC). The LEMC is largely made up of community members who are local government employees, Councillors, local business people, farmers, government agency employees and volunteers. A survey of the local population was discussed but dismissed as likely having little impact on the desired outcomes.



**Financial Implications:**

There are no Financial Implications relative to this issue.

**Strategic Community Plan (2013 – 2023)**

There are no Strategic Plan implications relevant to this report.

**Corporate Business Plan (2014-2018)**

There are no Corporate Business Plan implications relevant to this report

**Officers Comment:**

It was agreed that this project should be undertaken following a presentation to the LEMC last year. There now remains an expectation that the Shire of Brookton LEMC will continue to manage the risk using the ERAD tool associated with the risk register. The ERAD spreadsheet based risk management tool has been supplied to the Shire of Brookton.

The Shire, assisted by members of the LEMC should now conduct a quarterly review of risk management and maintain a monitor and review approach to all hazards identified through this process having due regard to emerging issues.

The following documentation and electronic files have been supplied to the Shire of Brookton as part of the acquittal process:

1. Shire of Brookton Risk management Project Report 2014 (**Attached**)
2. Emergency Risk Assessment Database tool (Spreadsheet version 0.4)
3. Hazard data used as part of the analysis process.

**Voting Requirements:**

Simple Majority Required

**Recommendation:**

**That Council adopts the Shire of Brookton Emergency Risk Management Report.**

**ATTACHMENT 13.03.15.01A (Separate Attachment)****Council Resolution****13.03.15.01****Moved Cr Mills Seconded Cr Allington**

**That Council adopts the Shire of Brookton Emergency Risk Management Report.**

**CARRIED 6-0**

**14.03.15.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**15.03.15.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY  
DECISION OF THE MEETING – ELECTED MEMBERS, OFFICERS**

**16.03.15.0 CONFIDENTIAL REPORT**

**17.03.15.0 NEXT MEETING**

The next Ordinary meeting of Council will be on Thursday 16 April 2015 at 12.30 pm.

**18.03.15.0 CLOSURE**

There being no further business the Presiding Member closed the meeting at 1.37pm.