



**20 December 2016**

**ORDINARY MEETING**

**MINUTES**

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## **1. OPENING**

The Chairperson declared the meeting open at 2:12pm

## **2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

### **2.1 Members Present**

Cr DJ Ridgway            President  
Cr KM Murray           Deputy President  
Cr JD Alexander  
Cr DL Brown  
Cr DW Davis  
Cr P Gogol  
Cr LC Shaw  
Cr DC White

### **2.2 Staff In Attendance**

Mr SP Gollan            Chief Executive Officer  
Mr SK Marshall        Deputy Chief Executive Officer  
Mr BS de Beer         Shire Planner (from 2:15pm to 2:53pm)  
Ms R Lucas             Technical Officer (from 2:15pm to 2:53pm)  
Mrs A Lewis            Executive Assistant

### **2.3 Observers And Visitors**

Nil

### **2.4 Apologies and Approved Leave of Absence**

Cr T Buckland

### **2.5 Condolences**

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

MOURISH	Letitia	19 November 2016
SING	Emily Muriel	24 November 2016
FALKINGHAM	Robert Graham	16 December 2016

## **3. DECLARATIONS OF INTEREST**

Nil

## **4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## **5. PUBLIC QUESTION TIME**

Nil

## **6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes Of The Ordinary Council Meeting Held 22 November 2016**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 22 November 2016 be confirmed.

**COUNCIL RESOLUTION**

**M1/1216**

**Moved Cr Gogol**

**Seconded Cr Brown**

**That the Minutes of the Ordinary Council Meeting held Tuesday 22 November 2016 be confirmed.**

**CARRIED 8/0**

## **8. TECHNICAL SERVICES**

Nil

2:15pm – Stefan de Beer, Shire Planner and Rachel Lucas, Technical Officer, joined the meeting.

## **9. PLANNING SERVICES**

### **9.1 Development Application – Outbuilding – 95 Bethany Road, Beverley**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 28 November 2016  
**APPLICANT:** Gareth Stevens  
**FILE REFERENCE:** BET 1220  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Site Plan, Shed Plans

---

#### **SUMMARY**

An application has been received to construct an Outbuilding (Shed), in extent 148.5 m<sup>2</sup> at 95 (Lot 51) Bethany Road, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at 95 (Lot 51) Bethany Road, Beverley, is 2.5967 ha in extent and zoned *Rural Residential 3* in terms of the Shire of Beverley Town Planning Scheme No. 2. It contains an existing outbuilding.

In terms of the Shire's Outbuilding Policy, the maximum total area of all outbuildings on the lot shall be limited to 200 m<sup>2</sup>. The proposed Outbuilding will be 148.5 m<sup>2</sup> which will bring the total area of all Outbuildings on the subject land to 202.5 m<sup>2</sup> (the existing Outbuilding measures 54 m<sup>2</sup> in total area)

The proposed outbuilding is also proposed to have a higher wall and roof height as described in the Council's Outbuilding Policy. The Outbuilding Policy recommends a maximum wall height of 3 m and a maximum roof height of 4 m, whereas the proposed outbuilding will have a wall height of 4 m and roof height of 5.474 m.

As mentioned in the application letter (attached hereto), the Outbuilding will be used for the garaging of a sailing yacht on trailer.

The cladding of the proposed Outbuilding will be Colourbond which is in accordance with the Policy.

Applicant also proposes to build a single dwelling on the property and has been in consultation with the Shire Planner regarding the proposal. Seeing that the subject lot is affected by Designated Bushfire Prone Vegetation, it is required of the applicant to submit an independently prepared Bushfire Attach Level Assessment for the proposed house. This is still in process and provides comfort to the Shire Planner that the intention is genuine to construct a house in the near future.

#### **COMMENT**

When considering the proposed increased wall height and roof height of the development proposal beyond the parameters as set by the Outbuilding Policy, Shire planner is of the opinion that the following aspects of the development should be taken into consideration:

- a) The specific siting of the Outbuilding on the property;

- b) The general character of the immediate area;
- c) The size of the subject property.

It is the opinion that the proposed siting of the Outbuilding at the subject property is such that it will not have any negative impact on the amenity of the surrounding area. The increased bulk of the building, as viewed from Bethany Road, will be somewhat screened by vegetation, and eventually the single dwelling, to be constructed.

It is also considered a better planning outcome to have sufficient under-roof storage available on a property as opposed to storage of items outside which could potentially negatively affect the amenity of an area.

Given the above site specific considerations it is not anticipated that the granting of Planning Approval for this application will create an undesirable precedent.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's Town Planning Scheme No. 2.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for an Outbuilding (Shed) at 95 (Lot 51) Bethany Road, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

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

3. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.
4. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

**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. If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).



**COUNCIL RESOLUTION**

**M2/1216**

**Moved Cr Murray**

**Seconded Cr Gogol**

**That Council resolve to grant planning approval for an Outbuilding (Shed) at 95 (Lot 51) Bethany Road, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 3. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.**
- 4. The outbuilding shall not be used for human habitation, commercial or industrial purposes.**

**Advice Notes:**

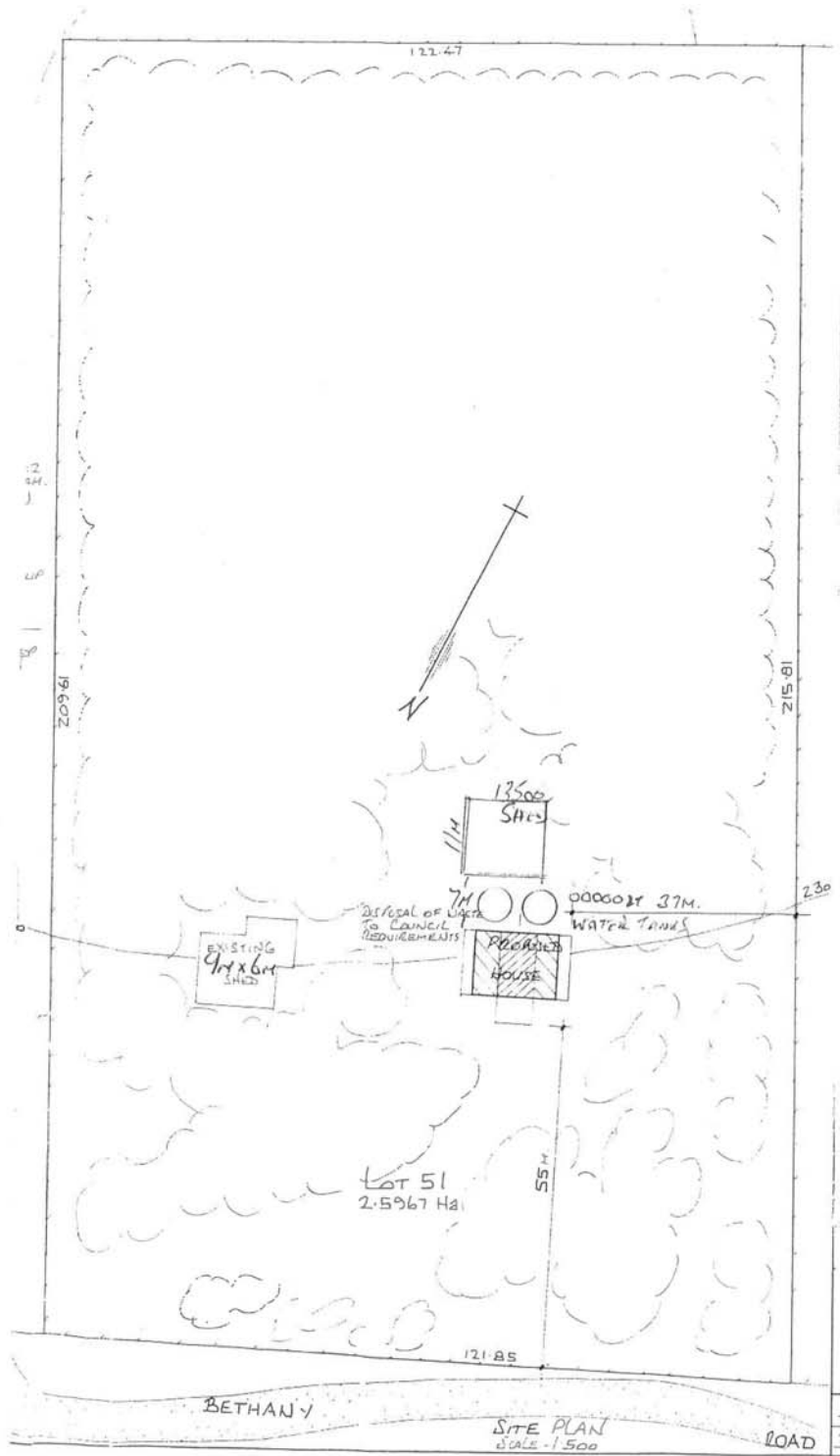
- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 2. The applicant is advised a building permit is required prior to commencement of any building works.**
- 3. If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).**

**CARRIED 8/0**

Attachment 9.1



Attachment 9.1



Attachment 9.1

MR STEFAN DE BEER  
SHIRE OF BEVERLEY  
PO BOX 20  
BEVERLEY 6304

C. T. STEVENS  
1 MAPLE CT  
YANCERBUL  
6164

DEAR SIR

I AM WRITING THIS LETTER TO EXPLAIN MY SITUATION. I AM APPLYING TO BUILD A SHED FIRST AS I CAN'T BUILD A HOUSE YET DUE TO THE NEW FIRE REGULATIONS. I AM WORKING AND BEING ADVISED BY MR R CAMERON FROM STRUCTURE AND MR N WROGH FROM DES THE APPLICATION FOR CHANGING THE APPROPRIATE TREES WILL TAKE PLACE IN WINTER. ONCE I HAVE THE BAL TO A SUITABLE RISK FACTOR I PROPOSE TO BUILD MY HOUSE. THE SHED HAS BEING DESIGNED JUST BIG ENOUGH TO HOUSE MY 10M TRAILER SAVER. I HOPE MY APPLICATION IS FAVOURABLY RECEIVED AND I CAN MAKE PROGRESS FOR MY NEW HOME

Yours faithfully  
C. T. STEVENS  
16-11-16

Attachment 9.1



*All colourbond with concrete floor*



Company: Action Sheds  
Phone: 1300778628  
Email: keff@actionsheds.com.au  
Address: 55 Eneag Road, Yangbeup, WA, PC: 6164  
Produced by Endurance TruQuote v3.0.0.6

## **9.2 Development Application – Single Dwelling – Lot 420 Vincent Street**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 28 November 2016  
**APPLICANT:** M & C Sofoulis  
**FILE REFERENCE:** VIN 589  
**AUTHOR:** R.J Lucas, Technical Officer  
**ATTACHMENTS:** Locality Map, Site Plan, Elevation Plan, Neighbours Approval

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### **SUMMARY**

An application has been received to construct a Single Dwelling at Lot 420 Vincent Street, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

The subject property is located at Lot 240 Vincent Street, is zoned 'Town Centre' in terms of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2), and is 272 m<sup>2</sup> in extent.

In terms of TPS 2 a 'single house' is an 'AA' use in the 'Town Centre' zone which means that Council may permit the use at its discretion.

### **COMMENT**

The small block size means the proposed dwelling will need to be on at least two boundaries to allow for adequate space for a courtyard and carport. The situation of the block allows for easy access from existing roads. The buildings to the rear of the proposed dwelling are owned by the applicant, and the owner of the other affected property has given his written approval.

Under TPS 2, the setback requirements for a 'single house' in the 'Town Centre' zone are 0m from the street, and the rear and side boundary setbacks are at Council discretion. As previously mentioned the property to the rear of the proposed dwelling is owned by the applicant. The one side boundary is a road, and the other is the garden at the rear of the pharmacy. It is recommended that the proposed boundaries be approved by Council.

The proposal is deemed to be in harmony with the planning intent for the precinct as reflected in the Shire of Beverley Local Planning Strategy. No land use conflicts are anticipated for the proposed development and it is deemed to be in pace with the character of the area.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's Town Planning Scheme No. 2.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for a Single Dwelling at Lot 240 Vincent Street, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
3. Suitable arrangements are to be made for connection to a potable water supply & sewerage disposal system, to the satisfaction of the Shire.

#### **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**

**M3/1216**

**Moved Cr Shaw**

**Seconded Cr Gogol**

**That Council resolve to grant planning approval for a Single Dwelling at Lot 240 Vincent Street, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

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

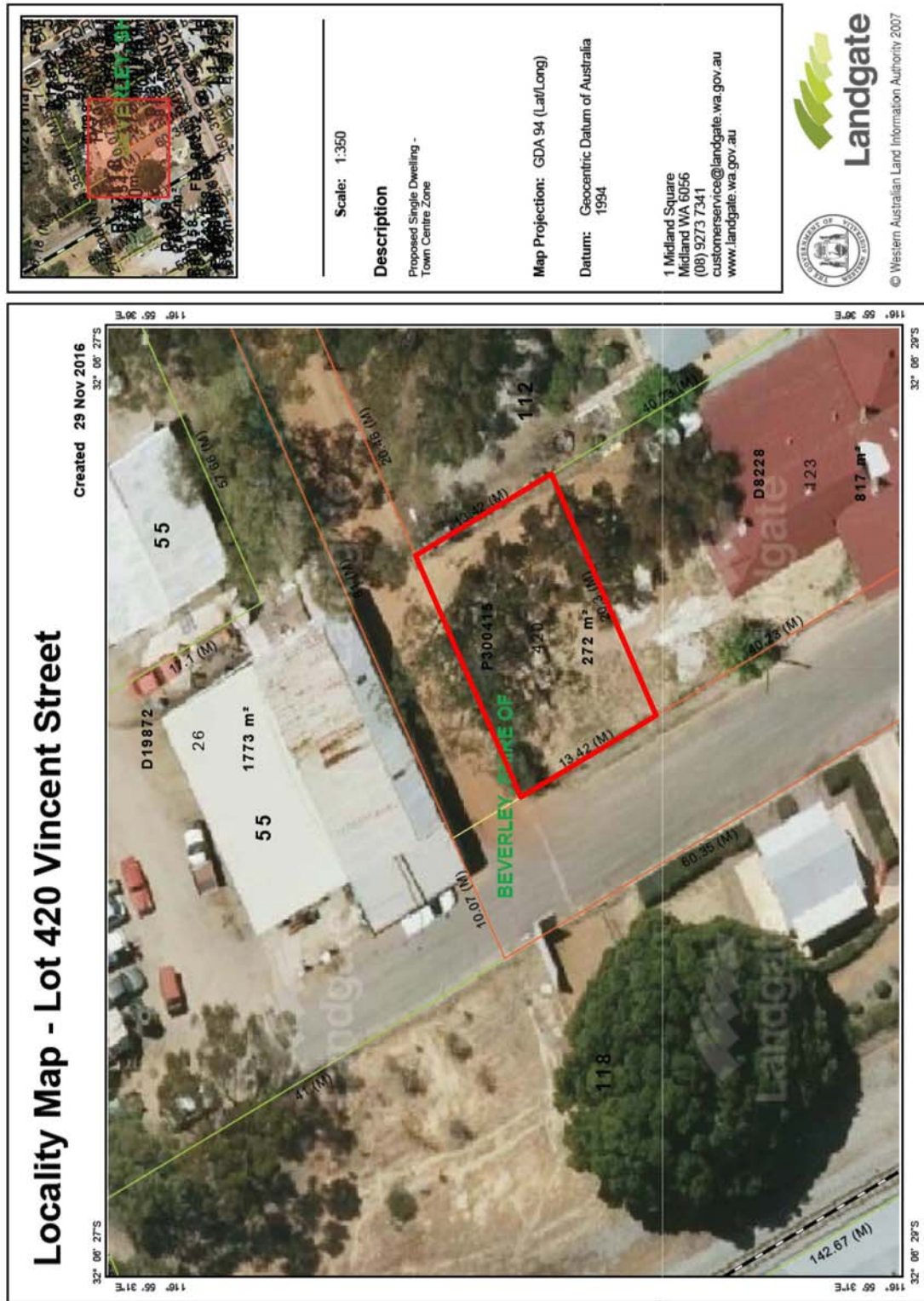
**Advice Notes:**

- 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.**

**CARRIED 8/0**



Attachment 9.2



## Attachment 9.2

**Michael & Kate Sofoulis**  
Lot 420 Vincent St BEVERLEY  
m. 0400 373 822  
k. 0414 255 781  
Email: [metal@multiline.com.au](mailto:metal@multiline.com.au)

**Stefan De Beer**

Shire Planner  
136 Vincent St BEVERLEY  
Phone: 9646 1200

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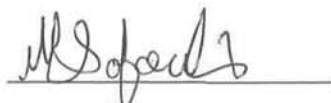
Dear Stefan

**RE: Proposed dwelling to Lot 420 Vincent St BEVERLEY**

We propose to construct a residential dwelling at Lot 420 Vincent St BEVERLEY. The block is zoned town center and we propose to build on the boundary edge, we wish to be granted approval with the following reasons

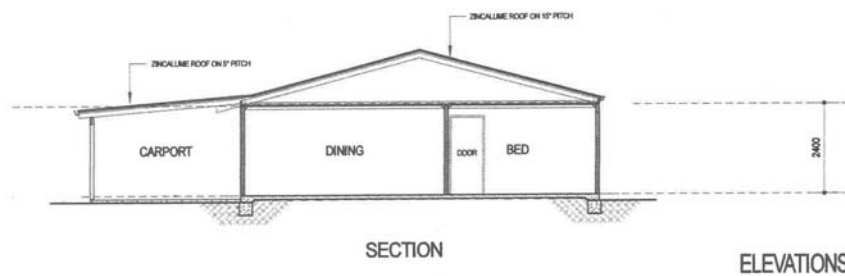
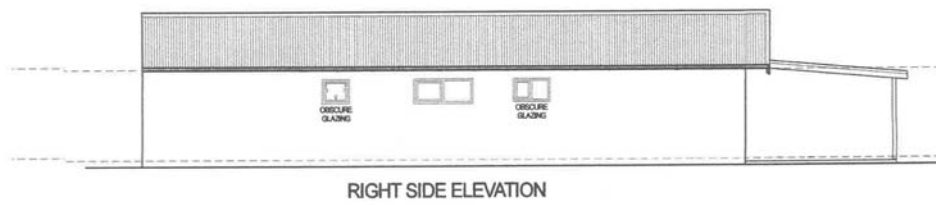
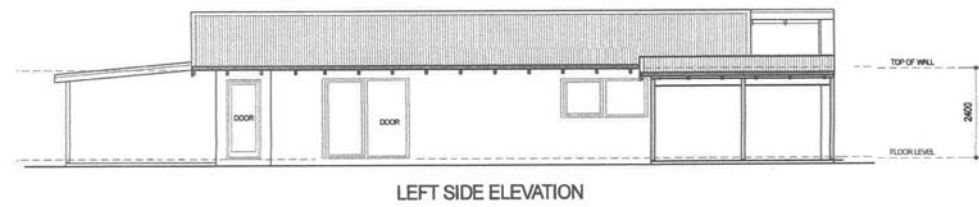
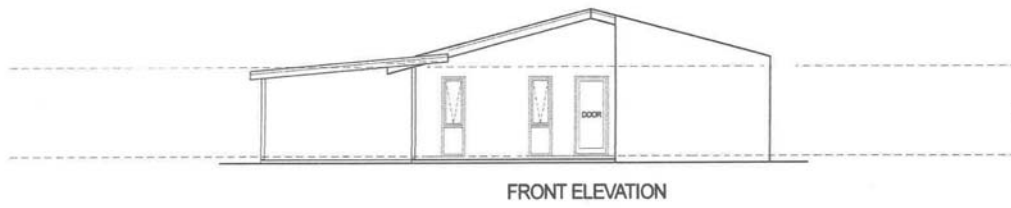
1. The block is only 272m<sup>2</sup> so a standard dwelling of 3 bed 2 bath needs to be on at least two boundaries to have a adequate courtyard & carport.
2. The existing blocks with buildings directly affected have all been established for many years with little chance of any further development, the closest being the Forbes Building has a minimum 6m buffer.
3. The gravel rear lane & side bitumen road provides private access for the residence of which then have two private carports off the street for vehicles. This will have no effect on existing roads and or existing side parking.
4. Consultation has been made with out rear neighbour directly affected & his approval is enclosed in my application
5. We are currently the owners of the Forbes Building of which neighbours the zero boundary proposed.

Thankyou



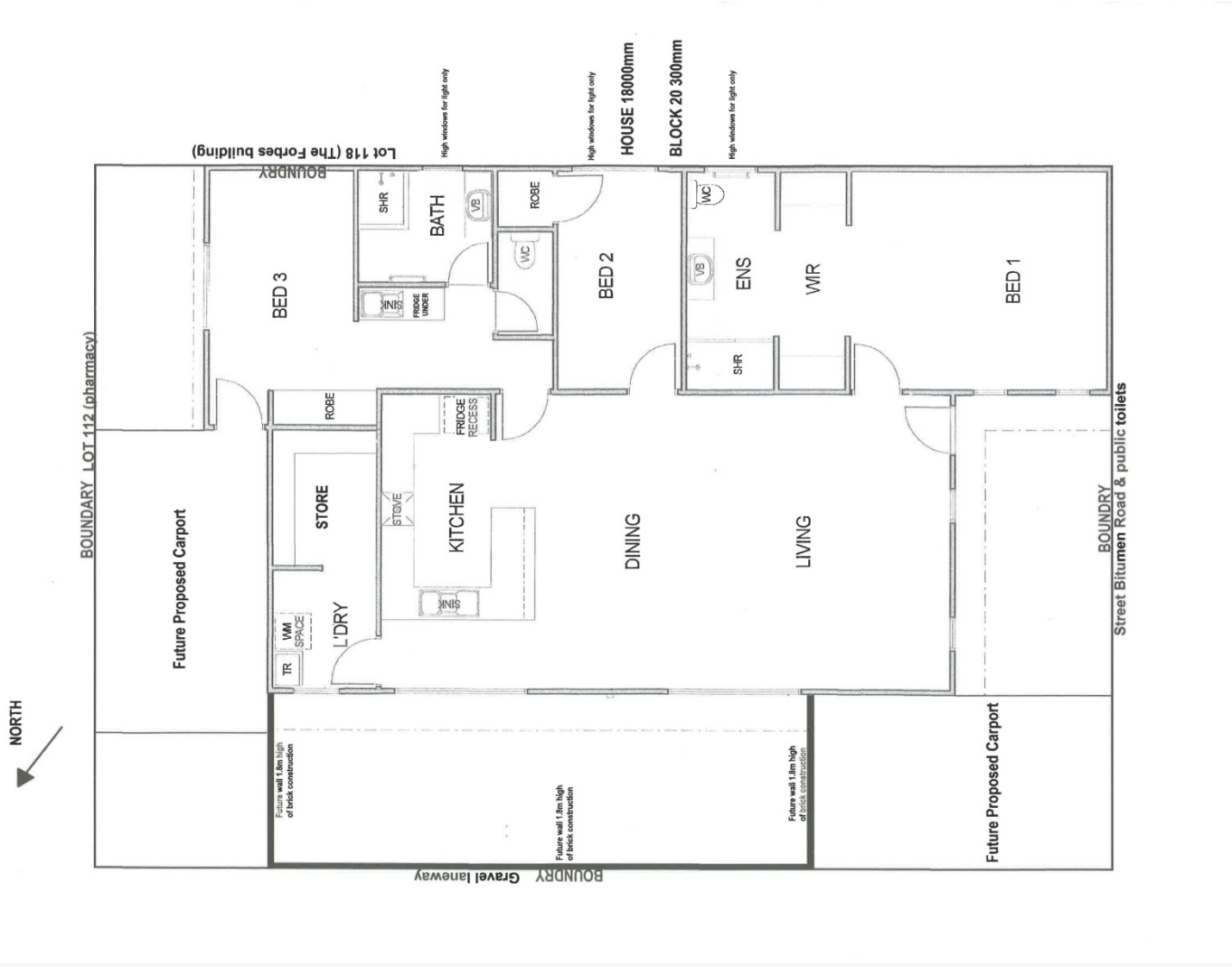
**Michael & Kate Sofoulis**  
Date: 23 November 2016

Attachment 9.2



Attachment 9.2

SH/102



Attachment 9.2

Michael & Kate Sofoulis  
Lot 420 Vincent St BEVERLEY  
m. 0400 373 822  
k. 0414 255 781  
Email: [metal@multiline.com.au](mailto:metal@multiline.com.au)

**Stefan De Beer**

Shire Planner  
136 Vincent St BEVERLEY  
Phone: 9646 1200

---

Dear Stefan

**RE: Neighbour approval on proposed dwelling**

We the current owners opposite of the property Lot 420 Vincent St BEVERLEY (to the rear off Vincent St) have no objection to the proposed dwelling as per plans attached.

Name

*RICHARD JAS.*

Address

*ROBINSON PARADE BEVERLEY 6304*

Sign

*[Signature]*

Thankyou

---

Michael & Kate Sofoulis  
Date: 23 November 2016

### **9.3 Retrospective Planning Approval Partially Underground Water Reservoir**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 29 November 2016  
**APPLICANT:** Murray Turle  
**FILE REFERENCE:** SHO 21  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality map, Site Plan, Reservoir Plans and Aerial Photo

---

#### **SUMMARY**

An application for retrospective planning approval has been received for an underground water reservoir at 2 (Lot 2) Short Street, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at 2 (Lot 2) Short Street, Beverley, is 1,290 m<sup>2</sup> in extent and even though it is a privately owned residence, is zoned *Reserve (Recreation & Open Space)* in terms of the Shire of Beverley Town Planning Scheme No. 2. It contains an existing single dwelling and outbuilding. The Zoning anomaly is being addressed through the Town Planning Scheme Review, presently in process.

The applicant initially approached Shire Planner with a proposal to have a subterranean water tank within the front setback area of the property. It was understood at the time that the proposed underground water tank would be covered with a Trim Deck roof that is level with natural ground level. Seeing that the proposal was to have the tank underground, and ancillary to an existing house, no planning issues were identified that would require an application for planning approval to be submitted. Verbal advice given to the applicant expressly indicated that even though an application for planning approval is not required, an application for a Building Permit would be required before commencement of works.

The applicant seems to have construed the non-requirement for planning approval as permission to commence, and have done so without a Building Permit. On inspection of the property and the works that had been done, it also revealed a height above natural ground level of approx. 0.5 meters, which arguably triggers the requirement to have an application for planning approval considered by Council.

#### **COMMENT**

The proposal is to have a subsurface, partly underground water reservoir, in extent approx. 10 m X 10 m in area of which a portion 0.5m in height will extent above ground, with 1m below ground, as depicted in the accompanying pictures. The reservoir will have a Trim Deck roof. The anticipated storage capacity will be 50KI presumed to be obtained from roof catchment rainwater.

Although located in the front setback area of the property, it is not anticipated that the reservoir, only 0.5 m in height, will have any negative impact on the streetscape of Short Street, and will be recommended for approval. Even though the proposal is for the tank to have a roof it will be recommended that appropriate fencing be installed, with warning signs, so as to alert the public of the facility.

## **CONSULTATION**

No consultation was deemed required.

## **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's Town Planning Scheme No. 2.

## **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

## **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

## **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for a partially underground water reservoir at 2 (Lot 2) Short Street, Beverley, subject to the following conditions and advice notes:

### **Conditions:**

1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
3. Cladding for the roof of the water tank is to be Colorbond or similar approved material, in a colour which is in harmony with the area.
4. The water tank shall be fenced off on all sides with appropriate warning signs warning the public of potential danger, to the satisfaction of the Shire Planner.

### **Advice Notes:**

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised a building permit is required prior to commencement of any building works.
3. If the reservoir is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).

**COUNCIL RESOLUTION**

**M4/1216**

**Moved Cr Gogol**

**Seconded Cr White**

**That Council lay the item on the table to carry out an inspection of the water tank. The item is to be represented at the February 2017 Ordinary Council meeting.**

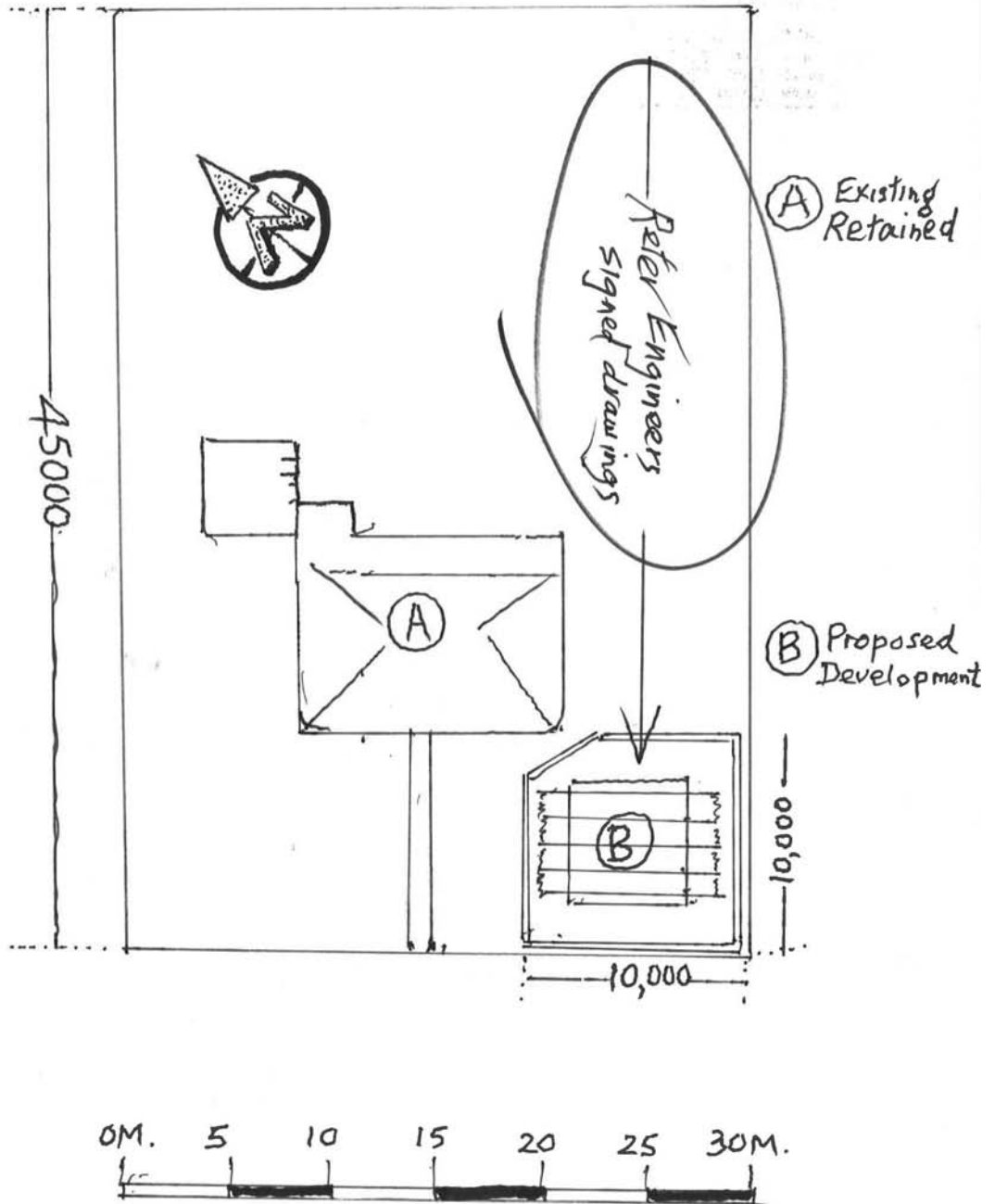
**CARRIED 8/0**



Attachment 9.3



Attachment 9.3



28 Nov 16 *MT*

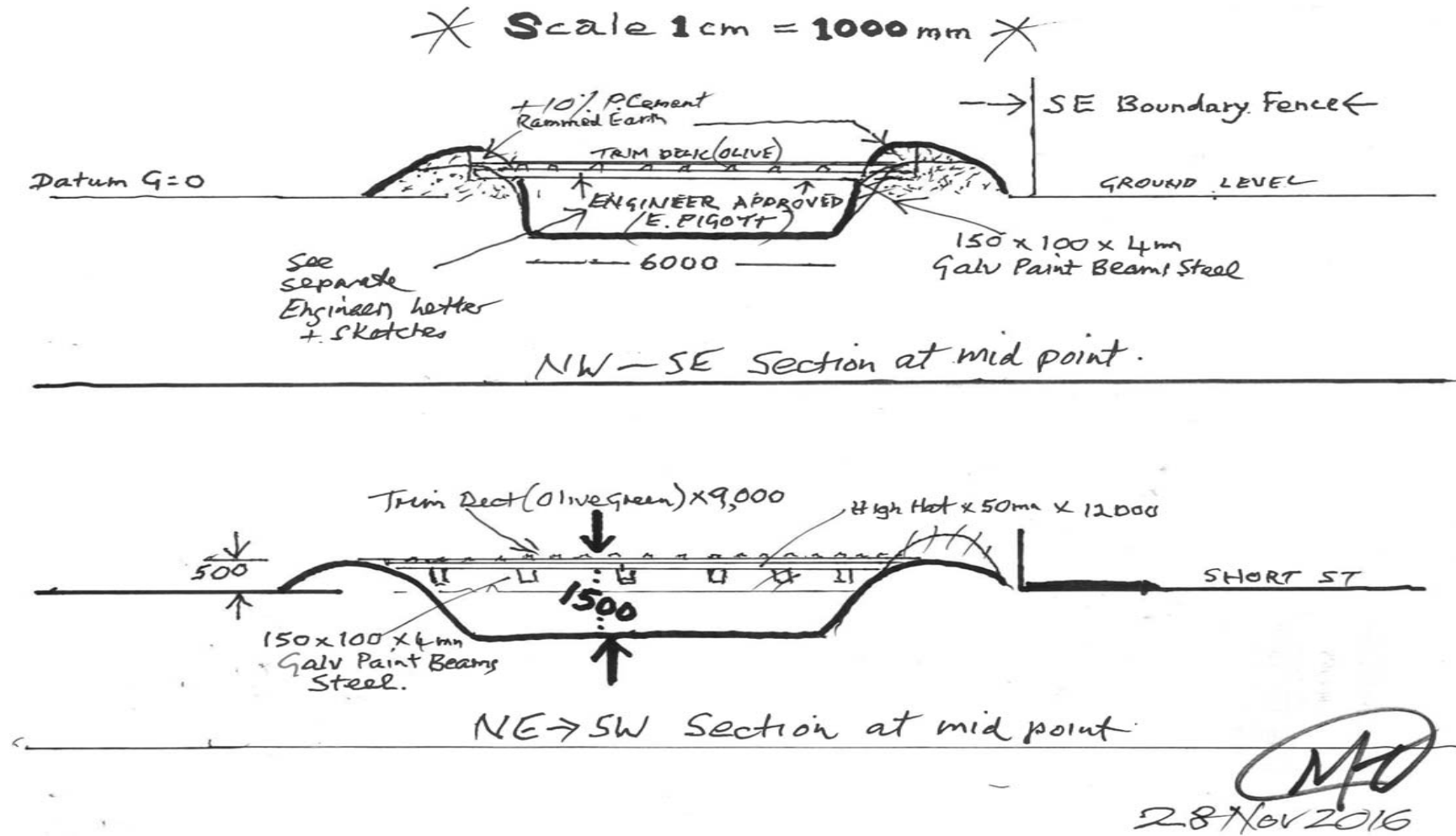
Attachment 9.3



Google Maps 2 Short St

Imagery ©2016 CNES / Airbus, Map data ©2016 Google 20 m

Attachment 9.3



## **9.4 Demolition of Child Health Centre and Aeronautical Museum, Vincent St**

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**SUBMISSION TO:** Ordinary Council 20 December 2016  
**REPORT DATE:** 12 December 2016  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0464  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Demolition Plan

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### **SUMMARY**

It is proposed to demolish the Child Health Centre & Aeronautical Museum buildings located at 139 (Lot 3) and 141 (Lot 57) Vincent Street in order to prepare the site for the construction of the Beverley Cornerstone building. It will be recommended the application be approved.

### **BACKGROUND**

The subject sites are located at 139 (Lot 3) and 141 (Lot 57) Vincent Street and contains the buildings as described above.

### **COMMENT**

The item is put to Council for the following reason:

'**Development**' is defined as follows in the *Planning and Development Act, 2005*:

*'Development means the development or use of any land, including –  
(a) any **demolition**, erection, construction, alteration of or addition to any building or structure on the land...'*

Neither the Child Health Centre nor the Aeronautical Museum is recorded on the Shire's Municipal Heritage Inventory. A search on the Heritage Council's *'Inherit'* website, revealed that initially the Child Health Centre had been earmarked for inclusion in the State Heritage Register, but that this had subsequently been withdrawn. The buildings to be demolished therefore are not afforded any protection under Town Planning Scheme or other Controls.

To acknowledge the potential heritage value that the buildings might have, should Council consider to approve this application, it will be recommended that a photographic record be made of all structures, prior to demolition.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's Town Planning Scheme No. 2.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant approval for the demolition of the Child Health Centre Building and the Aeronautical Museum Building located at 139 (Lot 3) and 141 (Lot 57) Vincent Street, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

1. If the demolition, 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 demolition shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Demolition shall be carried out only in accordance with the terms of the application as approved herein and any approved demolition plan.
3. Prior to demolition the Shire Planner shall make a photographic record of both buildings to be demolished.

#### **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. A Demolition permit is required prior to commencement of any demolition.

**COUNCIL RESOLUTION**

**M5/1216**

**Moved Cr White**

**Seconded Cr Brown**

**That Council resolve to grant approval for the demolition of the Child Health Centre Building and the Aeronautical Museum Building located at 139 (Lot 3) and 141 (Lot 57) Vincent Street, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

- 1. If the demolition, 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 demolition shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Demolition shall be carried out only in accordance with the terms of the application as approved herein and any approved demolition plan.**
- 3. Prior to demolition the Shire Planner shall make a photographic record of both buildings to be demolished.**

**Advice Notes:**

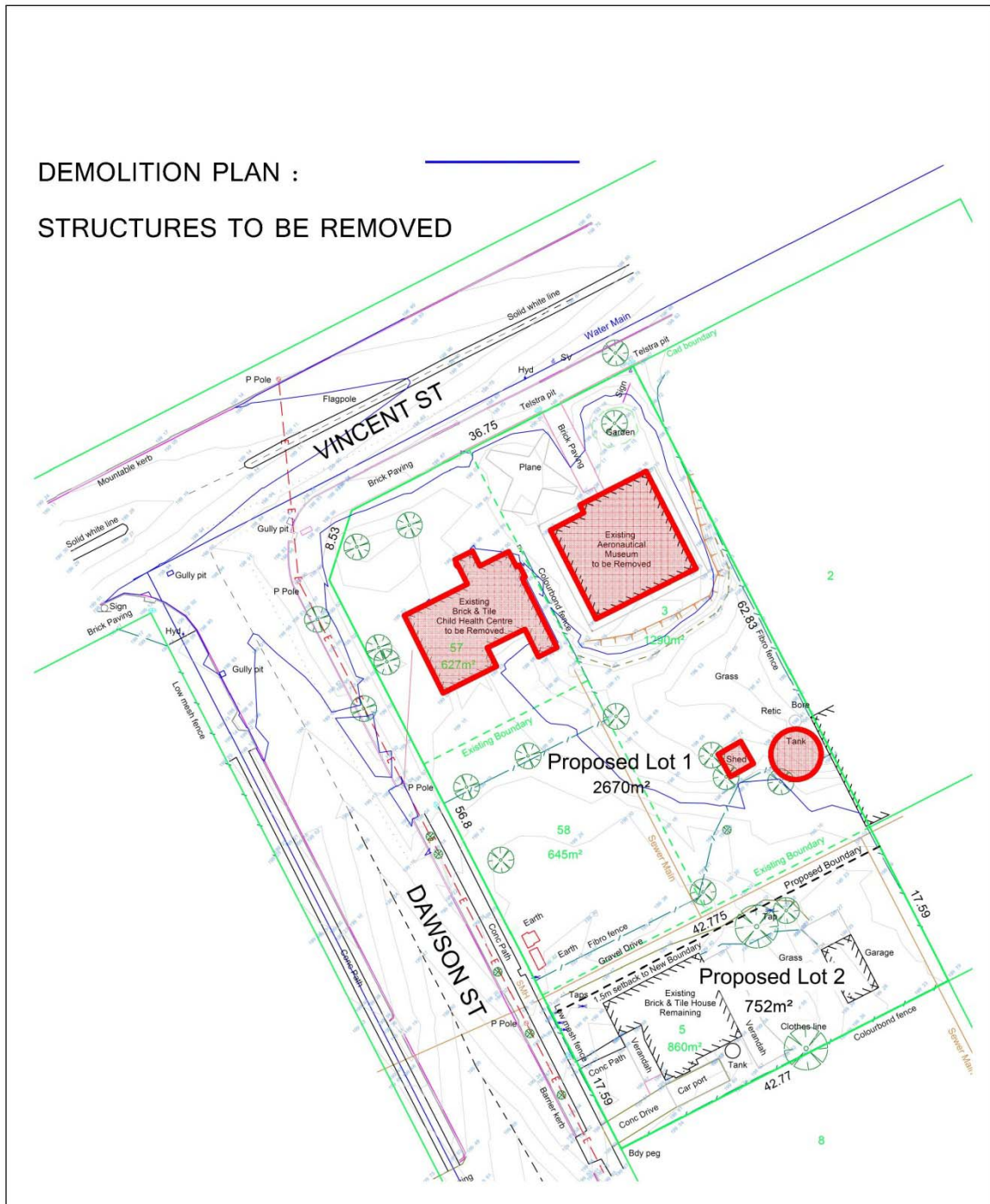
- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 2. A Demolition permit is required prior to commencement of any demolition.**

**CARRIED 6/2**

**Cr Alexander voted against the motion.**

Attachment 9.4

DEMOLITION PLAN :  
STRUCTURES TO BE REMOVED





## **9.5 Adoption of Vincent Street Urban Design Proposals**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 28 November 2016  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0531  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Vincent Street Urban Design Proposal & Cost Estimate,  
Under Separate Cover: Public Comments

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### **SUMMARY**

Shire Planner was tasked to compile urban design proposals for Vincent Street. After extensive public consultation the revised urban design proposals are herewith presented to Council for adoption.

The adoption of these Urban Design Proposals for Vincent Street is meant to provide Council with a formal stance on the matter and to give a general direction towards the interventions required to redesign the Vincent Street precinct and generally beautify the main street area. It is envisaged to be an active document to be modified over time, as required, as sentiments and resources dictate. It is also proposed to provide some certainty to the community as to the way forward for the main street precinct and to provide a basis when applying for grant funding from third parties.

### **BACKGROUND**

The draft Urban Design Proposals of the Vincent Street – Streetscape Project was advertised to the general public through various media and requests for submissions were called for.

Attached is a summary of all responses received and the Shire Planner's comment thereon (originally presented to Council at the February 2016 Council Briefing)

### **CONSULTATION**

Consultation was had with the broader community through various mechanisms as stated above, and is summarised in the table.

### **COMMENT**

#### **Shire Planner's general comments:**

There generally appears to be a common theme through most of the concerns raised as can be seen from the above submissions.

It is respectfully submitted that some of the concerns stems from a misinterpretation of the design proposals, concerns from a financial and implementation cost perspective, and some from an apparent change abrasiveness. The consultation that was had seems to have unintentionally also provide a forum for ratepayers to give comment on unrelated issues.

It is the opinion of Shire Planner that a number of very valid concerns raised can be addressed by doing away with, and amending the draft urban design proposals, as discussed below:

**1. Electrical reticulation:**

Initial cost estimates would place the contribution to be made from the Shire to co-contribute to a possible Localized Enhancement Project (LEP - an initiative of the State Underground Power Program – Office of Energy & Department of Finance) at approximately \$ 441,000 calculated as follows:

*Approximate linear distance of power lines to be placed underground:  
630m (measured from Vincent Street intersection with Great Southern HWY to the bridge at Avon River),  
Multiplied by:  
\$1,400 per linear meter (guideline cost from Office of Energy)  
Equals: **\$882,000.***

Should the Shire apply for funding during the next round of the program, and are successful, the co-contribution the Shire is liable for would amount to 50% of the abovementioned amount, i.e. \$ 441,000. This is indeed substantial and Council will need to make a call on how it will be funded. This cost excludes possible works that will need to be done to upgrade power to individual buildings within the Vincent Street precinct.

Shire Planner would suggest that one option might be to reconsider placing the power underground. To this end the revised Urban Design Proposals presented herewith for adoption retains the electrical power above ground.

**2. Intersection Colour Differentiation:**

This is a practical and cost effective way to communicate to drivers that they are traversing an intersection, and a powerful design tool from an Urban Design perspective. It is being widely used for this purpose and it is recommended that it be retained.

**3. Traffic Circle – raised & painted**

Following the numerous negative submissions received from many respondents this was removed from the design. Professional civil and traffic engineering consultants will have to be appointed during the implementation phase of the project and depending on their advice the traffic circles might be reassessed. There are however concerns as to the geometric design requirements and minimum design radii for traffic circles within the context of the available street reserve width of Vincent Street.

**4. Parking – Red Hotmix**

The use of different colours on a roadway is a powerful and effective way to convey different use areas and should be retained.

**5. Road resurfacing – Black Hotmix**

Apart from the cost component associated with this item, no negative comments received.

#### **6. Raised Centre Median**

This proposal elicited many negative responses. It is acknowledged that a raised centre median will place an unwarranted obstacle in the road, and will negatively affect people with shopping trolleys for example, and the elderly, crossing the road. It is submitted that practicality should prevail over the design intents for the main street in this instance, and the design was changed accordingly.

#### **7. Landscaping – Street Trees**

Street trees will form a vital component of bringing greenery and shade into the urban environment and should be retained as proposed. Careful selection of appropriate Species will go a long way in alleviating fears of future pavement damage.

Comments about anti-social behaviour involving street trees are duly noted but it is respectfully submitted that it goes beyond the scope of this exercise.

#### **8. Gravelled parking area**

Following the submissions received it is proposed that this area be formalized by sealing it with hot mix, instead of only gravel.

#### **9. Link Road**

Submissions received indicate general support for this proposal.

#### **10. Low level Shrub Planting**

Submissions received indicate general support for this proposal.

#### **11. Public Art Space**

Submissions received indicate general support for this proposal.

#### **12. Footpath Widening**

Concerns were raised as to the available width of the road reserve to be able to do this. The proposal to widen footpaths links closely with the proposal to reduce parking bays on the southern side of Vincent Street.

Following the general resistance to the proposal to reduce the number of parking bays, the revised design submitted herewith retains most parking bays on both sides of Vincent Street. It is proposed that special bays be created to accommodate future Street Trees integrated with parking and

measures be put in place through various means to permit temporary on-street Al Fresco dining opportunities.

### **13. Median Placed Street lighting**

Following the submissions received it is proposed this be done away with, especially seeing that the centre median is proposed not to be build.

### **14. General Info Signage**

To be retained in design as proposed.

### **15. Pedestrian Crossing**

Following the submissions it will be proposed that formal pedestrian crossings be done away with in totality, seeing that the present limited number of pedestrians probably does not warrant any formal crossing.

### **16. Redevelopment of Federation Square**

Limited information was available to the public regarding this proposal, although there generally appears to be support for the redevelopment. It is proposed that a specialist consultant (e.g. An Architect) be appointed to provide proposals for this sub-project.

### **17. Beverley Cornerstone (Multi-Purpose Community Centre)**

As with previous submissions, there is a general concern as to the cost component of this proposal. In terms of the Urban Design Proposals for which comments were sought it is viewed though as a sub-project, to be dealt with separately.

Comments regarding the parking re-configuration (parking to be placed in front of the new building, fronting Vincent Street, instead of behind it), could be considered by Council, although it is not supported from an Urban Design perspective as it is not deemed appropriate to have a parking area fronting Vincent Street instead of an appropriately designed building façade.

### **Summary of modifications:**

1. Retain electrical reticulation above ground;
2. Remove traffic circles/roundabouts from draft design;
3. Remove centre median from draft design;
4. Create special bays for street tree planting and other landscaping and remove only limited parking bays (if required) to be able to create these bays;
5. Seal the gravelled parking area opposite the station car park;
6. Remove the proposal to widen footpaths;

7. Remove the proposal to take away all parking on the Southern side of Vincent Street;
8. Remove proposals for pedestrian crossings;
9. Consider appointing a specialist consultant (e.g. Architect or Landscape Architect) to redesign Federation Square.

#### **STATUTORY ENVIRONMENT**

The proposal may be considered under the Shire of Beverley's Town Planning Scheme No. 2.

#### **FINANCIAL IMPLICATIONS**

A schedule of anticipated implementation costs associated with this proposal is presented in an attachment to this report.

#### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

#### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

That Council resolve to adopt the Vincent Street - Urban Design Proposals as presented and acknowledge modifications to the proposals might occur over time as required.

#### **COUNCIL RESOLUTION**

**M6/1216**

**Moved Cr Davis**

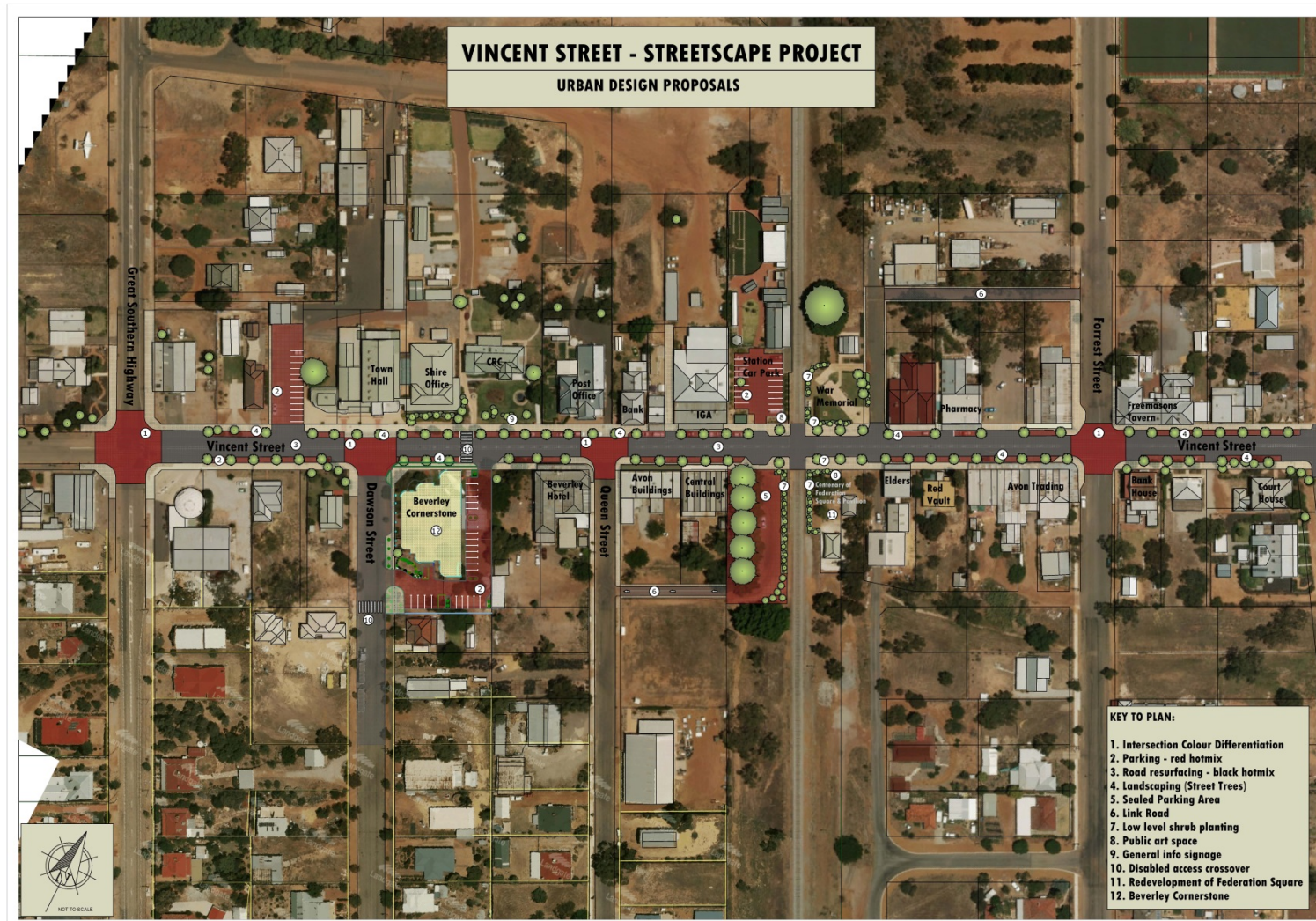
**Seconded Cr White**

**That Council resolve to adopt the Vincent Street - Urban Design Proposals as presented and acknowledge modifications to the proposals might occur over time as required.**

**CARRIED 8/0**

2:53pm – Stefan de Beer and Rachel Lucas left the meeting and did not return.

Attachment 9.5



Attachment 9.5

VINCENT STREET - STREETScape PROJECT - URBAN DESIGN PROPOSALS: COST ESTIMATIONS (EXCL GST)				
ITEM	QUANTITY	UNIT	COST PER UNIT	COST ESTIMATION (\$)
Black Hotmix	7735	m <sup>2</sup>	\$ 23.00	\$ 177,905.00
Red Hotmix	6836	m <sup>2</sup>	\$ 25.00	\$ 170,900.00
Paving	4008	m <sup>2</sup>	\$ 50.00	\$ 200,400.00
Road marking	1000	m	\$ 5.00	\$ 5,000.00
Kerbing	1390	m	\$ 20.00	\$ 27,800.00
Street Trees	76		\$ 135.00	\$ 10,260.00
Inground Up-lights - Trees	76		\$ 1,000.00	\$ 76,000.00
Electrical works				\$ 50,000.00
Cut & fill civil road works				\$ 150,000.00
Landscaping - general				\$ 50,000.00
Street Furniture				\$ 30,000.00
Signage Miscl.				\$ 10,000.00
Civil Engineer Consultant				\$ 60,000.00
Contingencies	5%			\$ 50,913.25
<b>TOTAL</b>				<b>\$ 1,069,178.25</b>

(All estimates are approximate and dependant on final designs)

## **10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES**

Nil



## **11. FINANCE**

### **11.1 Monthly Financial Report**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 14 December 2016  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** November 2016 Financial Reports

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#### **SUMMARY**

Council to consider accepting the financial reports for the period ending 30 November 2016.

#### **BACKGROUND**

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2016 Ordinary Meeting, item 11.4

#### **COMMENT**

The monthly financial report for the period ending 30 November 2016 has been provided and includes:

- Financial Activity Statement;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Supplementary information, including;
  - Road Maintenance Report; and
  - Investment of Surplus Funds Report.

#### **STATUTORY ENVIRONMENT**

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

**FINANCIAL IMPLICATIONS**

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2016/17 Budget.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That the monthly financial report for the month of November 2016 be accepted and material variances be noted.

**COUNCIL RESOLUTION**

**M7/1216**

**Moved Cr Murray**

**Seconded Cr Brown**

**That the monthly financial report for the month of November 2016 be accepted and material variances be noted.**

**CARRIED 8/0**

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
30 November 2016**

Description	Budget 2016/17	YTD Budget 2016/17	YTD Actual 2016/17	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,562,053.00	3,076,560.00	3,093,136.03	16,576.03	Rates Discount (saving) \$6,128, Rates Admin Fee \$4,050, Penalty Interest \$7,925 greater than anticipated.
Governance	18,500.00	1,122.00	(1,238.90)	(2,360.90)	
Law, Order & Public Safety	205,704.00	106,158.00	103,917.14	(2,240.86)	
Health	100.00	40.00	209.09	169.09	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	100,234.00	38,199.65	36,245.75	(1,953.90)	
Community Amenities	182,396.00	175,802.35	183,491.94	7,689.59	
Recreation & Culture	3,059,979.00	68,981.36	68,440.20	(541.16)	
Transport	1,902,281.00	725,646.86	719,918.40	(5,728.46)	
Economic Activities	81,500.00	45,840.16	43,615.81	(2,224.35)	
Other Property & Services	43,100.00	23,115.18	27,899.63	4,784.45	
<b>Total Operating Revenue</b>	<b>9,155,847.00</b>	<b>4,261,465.56</b>	<b>4,275,635.09</b>	<b>14,169.53</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(212,102.00)	(88,170.00)	(83,060.97)	5,109.03	
Governance	(487,089.00)	(197,107.00)	(191,570.58)	5,536.42	
Law, Order & Public Safety	(382,930.00)	(150,050.00)	(151,699.43)	(1,649.43)	
Health	(108,789.00)	(46,844.00)	(46,171.34)	672.66	
Education & Welfare	(77,731.00)	(27,940.00)	(29,109.24)	(1,169.24)	
Housing	(297,540.00)	(91,476.00)	(85,734.41)	5,741.59	
Community Amenities	(534,255.00)	(185,410.00)	(192,494.82)	(7,084.82)	
Recreation & Culture	(1,132,189.00)	(410,317.00)	(412,866.39)	(2,549.39)	
Transport	(1,976,599.00)	(890,188.00)	(899,128.47)	(8,940.47)	
Economic Activities	(442,901.00)	(127,968.00)	(120,216.28)	7,751.72	
Other Property & Services	(14,837.00)	(33,232.00)	(8,197.87)	25,034.13	PWOH and POC allocations greater than associated expenses YTD.
<b>Total Operating Expenditure</b>	<b>(5,666,962.00)</b>	<b>(2,248,702.00)</b>	<b>(2,220,249.80)</b>	<b>28,452.20</b>	
<b>Net Operating</b>	<b>3,488,885.00</b>	<b>2,012,763.56</b>	<b>2,055,385.29</b>	<b>42,621.73</b>	
<b>Capital Income</b>					
Self-Supporting Loan - Principal Repayment	13,563.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	262,000.00	85,000.00	85,847.64	847.64	
<b>Total Capital Income</b>	<b>275,563.00</b>	<b>85,000.00</b>	<b>85,847.64</b>	<b>847.64</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
30 November 2016**

Description	Budget 2016/17	YTD Budget 2016/17	YTD Actual 2016/17	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(4,554,000.00)	(87,000.00)	(84,651.74)	2,348.26	
Plant and Equipment	(652,000.00)	(170,500.00)	(164,411.24)	6,088.76	
Office Furniture and Equipment	(50,700.00)	(29,666.00)	(30,269.90)	(603.90)	
Road Construction	(1,796,756.00)	(268,350.00)	(274,717.50)	(6,367.50)	
Other Infrastructure	(557,364.00)	0.00	0.00	0.00	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(85,387.00)	(7,114.00)	(7,113.93)	0.07	
<b>Total Capital Expenditure</b>	<b>(7,696,207.00)</b>	<b>(562,630.00)</b>	<b>(561,164.31)</b>	<b>1,465.69</b>	
<b>Net Capital</b>	<b>(7,420,644.00)</b>	<b>(477,630.00)</b>	<b>(475,316.67)</b>	<b>2,313.33</b>	
<b>Adjustments</b>					
Depreciation Written Back	1,505,324.00	653,369.00	685,336.29	31,967.29	Depreciation charged greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	1,806.43	1,806.43	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	42,000.00	17,500.00	10,863.23	(6,636.77)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	194,152.00	(15,000.00)	(14,995.99)	4.01	
New Loan Funds	820,000.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	1,370,283.00	1,370,283.00	1,370,283.49	0.49	
<b>Total Adjustments</b>	<b>3,931,759.00</b>	<b>2,026,152.00</b>	<b>2,053,293.45</b>	<b>27,141.45</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>3,561,285.56</b>	<b>3,633,362.07</b>	<b>72,076.51</b>	

<b>SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 30 November 2016</b>	
Description	YTD Actual 2016/17
<b>Current Assets</b>	
Cash at Bank	177,568.03
Cash - Unrestricted Investments	3,091,483.58
Cash - Restricted Reserves	2,068,219.22
Cash on Hand	300.00
Accounts Receivable	738,279.52
Self-Supporting Loan - Current	13,563.06
Inventory - Fuel	9,490.44
<b>Total Current Assets</b>	<b>6,098,903.85</b>
<b>Current Liabilities</b>	
Accounts Payable	(293,040.40)
Loan Liability - Current	(78,273.61)
Annual Leave Liability - Current	(204,209.06)
Long Service Leave Liability - Current	(135,648.96)
<b>Total Current Liabilities</b>	<b>(711,172.03)</b>
<b>Adjustments</b>	
Less Restricted Reserves	(2,068,219.22)
Less Self-Supporting Loan Income	(13,563.06)
Add Leave Reserves - Cash Backed	249,138.92
Add Loan Principal Expense	78,273.61
<b>Total Adjustments</b>	<b>(1,754,369.75)</b>
<b>NET CURRENT ASSETS</b>	<b>3,633,362.07</b>

<b>SHIRE OF BEVERLEY STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDING 30 November 2016</b>			
<b>Description</b>	<b>Actual 2015/16</b>	<b>YTD Actual 2016/17</b>	<b>Movement</b>
<b>Current Assets</b>			
Cash and Cash Equivalents	3,433,023.92	5,337,570.83	1,904,546.91
Accounts Receivable	440,326.00	738,279.52	297,953.52
Self-Supporting Loan - Current	13,563.06	13,563.06	0.00
Inventory	7,911.26	9,490.44	1,579.18
<b>Total Current Assets</b>	<b>3,894,824.24</b>	<b>6,098,903.85</b>	<b>2,204,079.61</b>
<b>Current Liabilities</b>			
Accounts Payable	(365,228.93)	(293,040.40)	72,188.53
Loan Liability - Current	(85,387.54)	(78,273.61)	7,113.93
Annual Leave Liability - Current	(204,209.06)	(204,209.06)	0.00
Long Service Leave Liability - Current	(135,648.96)	(135,648.96)	0.00
<b>Total Current Liabilities</b>	<b>(790,474.49)</b>	<b>(711,172.03)</b>	<b>79,302.46</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	98,023.43	98,023.43	0.00
Land and Buildings	18,085,238.45	18,008,210.89	(77,027.56)
Plant and Equipment	2,201,244.10	2,129,140.65	(72,103.45)
Furniture and Equipment	175,385.42	187,709.21	12,323.79
Infrastructure	27,350,427.60	27,259,238.04	(91,189.56)
Self-Supporting Loan - Non Current	88,536.35	88,536.35	0.00
<b>Total Non-Current Assets</b>	<b>47,998,855.35</b>	<b>47,770,858.57</b>	<b>(227,996.78)</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(1,069,730.58)	(1,069,730.58)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(30,707.58)	(30,707.58)	0.00
<b>Total Non-Current Liabilities</b>	<b>(1,100,438.16)</b>	<b>(1,100,438.16)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>50,002,766.94</b>	<b>52,058,152.23</b>	<b>2,055,385.29</b>
<b>Equity</b>			
Accumulated Surplus	(37,907,934.03)	(39,948,323.33)	(2,040,389.30)
Reserves - Cash Backed	(2,053,223.23)	(2,068,219.22)	(14,995.99)
Reserve - Revaluations	(10,041,609.68)	(10,041,609.68)	0.00
<b>Total Equity</b>	<b>(50,002,766.94)</b>	<b>(52,058,152.23)</b>	<b>(2,055,385.29)</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 November 2016**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2016/17</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	4,033.95
RR002	Athol Rd (RoadID: 26) (Maintenance)	5,434.89
RR003	Avoca Rd (RoadID: 98) (Maintenance)	544.54
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	2,415.97
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	980.06
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	4,557.24
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	6,002.06
RR008	Barrington Rd (RoadID: 13) (Maintenance)	4,325.29
RR009	Batemans Rd (RoadID: 78) (Maintenance)	886.53
RR010	Batys Rd (RoadID: 60) (Maintenance)	1,102.91
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	363.20
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	4,618.74
RR013	Beringer Rd (RoadID: 29) (Maintenance)	5,876.86
RR014	Bethany Rd (RoadID: 148) (Maintenance)	498.62
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	635.18
RR017	Bremner Rd (RoadID: 6) (Maintenance)	4,996.24
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	820.12
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	4,971.66
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	408.53
RR022	Carrs Rd (RoadID: 47) (Maintenance)	0.00
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	636.27
RR024	Caudle Rd (RoadID: 140) (Maintenance)	0.00
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	6,630.43
RR027	Collins Rd (RoadID: 66) (Maintenance)	2,718.65
RR028	Cookes Rd (RoadID: 61) (Maintenance)	294.83
RR029	Corberding Rd (RoadID: 43) (Maintenance)	975.13
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	0.00
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	5,399.82
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	3,782.21
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	12,688.86
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	5,180.02
RR036	Drapers Rd (RoadID: 79) (Maintenance)	647.55
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	134.48
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	23,819.59
RR039	Ewert Rd (RoadID: 27) (Maintenance)	6,222.01

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 November 2016**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2016/17</b>
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	1,496.74
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	3,068.88
RR043	Gors Rd (RoadID: 30) (Maintenance)	2,150.38
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	3,927.71
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,694.14
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	1,925.28
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	605.63
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	4,977.36
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	762.55
RR052	Jones Rd (RoadID: 48) (Maintenance)	1,864.35
RR053	K1 Rd (RoadID: 85) (Maintenance)	3,884.80
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	861.94
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,623.50
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	7,084.97
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	3,408.82
RR060	Lennard Rd (RoadID: 58) (Maintenance)	1,088.42
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	614.09
RR062	Luptons Rd (RoadID: 22) (Maintenance)	6,935.88
RR063	Maitland Rd (RoadID: 39) (Maintenance)	4,789.88
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	137.97
RR065	Manns Rd (RoadID: 59) (Maintenance)	888.03
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	11,025.34
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	173.81
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	1,245.92
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	1,651.52
RR073	Mills Rd (RoadID: 80) (Maintenance)	1,406.67
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	25,166.01
RR075	Murrays Rd (RoadID: 71) (Maintenance)	1,137.58
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,073.40
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	3,425.09
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	3,738.20
RR079	Patten Rd (RoadID: 53) (Maintenance)	1,593.96



**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 November 2016**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2016/17</b>
RR080	Petchells Rd (RoadID: 38) (Maintenance)	3,921.30
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	430.99
RR082	Pike Rd (RoadID: 45) (Maintenance)	1,682.94
RR083	Potts Rd (RoadID: 14) (Maintenance)	4,925.81
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	3,502.29
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	2,424.78
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	2,655.86
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	1,353.97
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	1,618.51
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	0.00
RR092	Schillings Rd (RoadID: 65) (Maintenance)	626.41
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	0.00
RR095	Simmons Rd (RoadID: 101) (Maintenance)	775.85
RR096	Sims Rd (RoadID: 155) (Maintenance)	499.43
RR097	Ski Rd (RoadID: 83) (Maintenance)	0.00
RR098	Smith Rd (RoadID: 72) (Maintenance)	1,138.69
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	2,659.64
RR100	Spavens Rd (RoadID: 44) (Maintenance)	59.68
RR101	Springhill Rd (RoadID: 23) (Maintenance)	3,134.56
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	1,053.34
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	1,136.57
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	501.39
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	122.19
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	601.92
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	2,238.31
RR109	Walgy Rd (RoadID: 42) (Maintenance)	591.53
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	947.58
RR112	Warradale Rd (RoadID: 67) (Maintenance)	2,847.47
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	6,273.64
RR114	Westdale Rd (RoadID: 166) (Maintenance)	8,606.06
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	135.09
RR116	Woods Rd (RoadID: 68) (Maintenance)	1,007.24
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	316.31
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	11,607.00

<b>SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 30 November 2016</b>		
<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2016/17</b>
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	12,146.99
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	20,000.00
RR888	Tree Lopping - Rural Roads (Maintenance)	22,537.68
RR999	Rural Roads Various (Maintenance)	19,918.08
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>372,030.36</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	172.05
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	809.90
TS009	Courtney St (RoadID: 153) (Maintenance)	1,280.66
TS010	Dawson St (RoadID: 106) (Maintenance)	471.85
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	208.50
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	3,311.04
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	0.00
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	178.48
TS023	Hope St (RoadID: 115) (Maintenance)	6,409.39
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	3,081.29
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	181.94
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	1,684.82

<b>SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 30 November 2016</b>		
<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2016/17</b>
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,097.89
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	2,504.69
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	2,445.47
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	1,905.20
TS042	Richardson St (RoadID: 124) (Maintenance)	65.79
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	115.56
TS046	Short St (RoadID: 121) (Maintenance)	1,090.70
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	2,316.91
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	445.80
TS999	Town Streets Various (Maintenance)	2,515.00
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>32,292.93</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>404,323.29</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 30 November 2016						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>9701-42341</b>	<b>Reserve Funds ANZ</b>					
	Long Service Leave	97,271.10				
	Office Equipment	20,439.55				
	Airfield Emergency	36,544.04				
	Plant	108,371.85				
	Bush Fire Fighters	117,887.87				
	Building	362,139.14				
	Recreation Ground	377,246.62				
	Cropping Committee	340,409.40				
	Avon River Development	23,694.75				
	Annual Leave	151,867.82				
	Community Bus	38,614.41				
	Road Construction	358,801.39				
	Senior Housing	34,931.28	2,068,219.22	3 mths	2.70%	27/03/2017
<b>2902-40204</b>	<b>Online Saver ANZ</b>	374,570.96	374,570.96	Ongoing	0.95%	Ongoing
<b>2128505</b>	<b>Term Deposit Bendigo</b>	306,456.82	306,456.82	3 mths	2.35%	8/12/2016
<b>9754-35231</b>	<b>Term Deposit ANZ</b>	610,455.80	610,455.80	3 mths	2.50%	9/02/2017
<b>9762-17623</b>	<b>Term Deposit ANZ</b>	500,000.00	500,000.00	4 mths	2.66%	23/12/2016
<b>9762-87111</b>	<b>Term Deposit ANZ</b>	400,000.00	400,000.00	124 days	2.62%	9/01/2017
<b>9763-47647</b>	<b>Term Deposit ANZ</b>	450,000.00	450,000.00	4 mths	2.69%	20/01/2017
<b>9763-47671</b>	<b>Term Deposit ANZ</b>	450,000.00	450,000.00	4 mths	2.70%	20/02/2017
	<b>Total</b>		<b>5,159,702.80</b>			

## **11.2 Accounts Paid by Authority**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 14 December 2016  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** November 2016 – List of Accounts

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of November 2016.

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2016/17 Budget.

### **STATUTORY ENVIRONMENT**

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

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

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

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

- (3) A list prepared under sub regulation (1) or (2) is to be —  
 (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and  
 (b) recorded in the minutes of that meeting.

### FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2016/17 Budget.

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

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

### VOTING REQUIREMENTS

Simple Majority

### OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

#### November 2016:

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

##### Cheque vouchers

03 November 16	1500-1501	(2)	\$ 1,734.85	(authorised by DCEO S Marshall and Cr K Murray)
16 November 16	1502-1504	(3)	\$ 15,737.00	(authorised by CEO S Gollan and Cr D White)
21 November 16	1506-1507	(2)	\$ 1,892.48	(authorised by CEO S Gollan and Cr T Buckland)
28 November 16	1508-1511	(4)	\$ 2,233.33	(authorised by CEO S Gollan and Cr K Murray)
Total of cheque vouchers for November 2016 incl			\$ 21,597.66	previously paid

##### EFT vouchers

03 November 16	1-39	(39)	\$ 50,322.99	(authorised by CEO S Gollan and Cr D White)
03 November 16	EFT 1600-1650	(51)	\$ 199,165.23	authorised by CEO S Gollan and DCEO S Marshall)
08 November 16	EFT 1651-1653	(3)	\$ 8,095.30	(authorised by CEO S Gollan and Cr K Murray)
17 November 16	1-39	(39)	\$ 50,008.71	(authorised by CEO S Gollan and Cr D White)
21 November 16	EFT 1656-1557	(2)	\$ 126.00	(authorised by CEO S Gollan and Cr T Buckland)
28 November 16	EFT 1659-1707	(49)	\$ 210,481.19	(authorised by CEO S Gollan and Cr K Murray)
Total of EFT vouchers for November 2016 incl			\$ 518,199.42	previously paid.

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

##### Cheque vouchers

21 November 16	1485-1485	(1)	\$ 50.00	(authorised by CEO S Gollan and Cr T Buckland)
28 November 16	1486-1486	(1)	\$ 50.00	(authorised by CEO S Gollan and Cr K Murray)
Total of cheque vouchers for November 2016 incl			\$ 100.00	previously paid.

##### EFT vouchers

21 November 16	EFT 1655-1655	(1)	\$ 50.00	(authorised by CEO S Gollan and Cr T Buckland)
Total of EFT vouchers for November 2016 incl			\$ 50.00	previously paid.

(3) **Direct Debit** Payments totalling \$ 70,482.38 previously paid.

(4) **Credit Card** Payments totalling \$ 1,972.53 previously paid.

**COUNCIL RESOLUTION**

**M8/1216**

**Moved Cr Davis**

**Seconded Cr Brown**

**That the List of Accounts as presented, be received:**

**November 2016:**

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

**Cheque vouchers**

03 November 16	1500-1501	(2)	\$ 1,734.85	(authorised by DCEO S Marshall and Cr K Murray)
16 November 16	1502-1504	(3)	\$ 15,737.00	(authorised by CEO S Gollan and Cr D White)
21 November 16	1506-1507	(2)	\$ 1,892.48	(authorised by CEO S Gollan and Cr T Buckland)
28 November 16	1508-1511	(4)	\$ 2,233.33	(authorised by CEO S Gollan and Cr K Murray)

**Total of cheque vouchers for November 2016 incl \$ 21,597.66**

**previously paid**

**EFT vouchers**

03 November 16	1-39	(39)	\$ 50,322.99	(authorised by CEO S Gollan and Cr D White)
03 November 16	EFT 1600-1650	(51)	\$ 199,165.23	authorised by CEO S Gollan and DCEO S Marshall)
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17 November 16	1-39	(39)	\$ 50,008.71	(authorised by CEO S Gollan and Cr D White)
21 November 16	EFT 1656-1557	(2)	\$ 126.00	(authorised by CEO S Gollan and Cr T Buckland)
28 November 16	EFT 1659-1707	(49)	\$ 210,481.19	(authorised by CEO S Gollan and Cr K Murray)

**Total of EFT vouchers for November 2016 incl \$ 518,199.42 previously paid.**

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

**Cheque vouchers**

21 November 16	1485-1485	(1)	\$ 50.00	(authorised by CEO S Gollan and Cr T Buckland)
28 November 16	1486-1486	(1)	\$ 50.00	(authorised by CEO S Gollan and Cr K Murray)

**Total of cheque vouchers for November 2016 incl \$ 100.00**

**previously paid.**

**EFT vouchers**

21 November 16	EFT 1655-1655	(1)	\$ 50.00	(authorised by CEO S Gollan and Cr T Buckland)
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**Total of EFT vouchers for November 2016 incl \$ 50.00 previously paid.**

**(3) Direct Debit Payments totalling \$ 70,482.38 previously paid.**

**(4) Credit Card Payments totalling \$ 1,972.53 previously paid.**

**CARRIED 8/0**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1600	03-Nov-2016	AITIS Specialists P/L	2016-09 Sep Fuel Tax Credits	(347.16)	
EFT Pymt	EFT 1601	03-Nov-2016	AMPAC Debt Recovery	Sep 2016 Rates Debt Recovery	(11,022.00)	
EFT Pymt	EFT 1602	03-Nov-2016	ASB Marketing P/L	FCO'S: 9 x Badges for Uniforms	(286.00)	
EFT Pymt	EFT 1603	03-Nov-2016	Archivewise	2016-09 Sep: Storage of Archives - 153 boxes	(65.64)	
EFT Pymt	EFT 1604	03-Nov-2016	Arrow Bronze	Niche Wall - Anglican: Single Plaque (Shirley D Sing)	(202.34)	
EFT Pymt	EFT 1605	03-Nov-2016	Avon Tourism Incorporated	2016/17 Membership	(6,050.00)	
EFT Pymt	EFT 1606	03-Nov-2016	Avon Trading Co	Sep 16 Hardware Purchases	(1,352.57)	
EFT Pymt	EFT 1607	03-Nov-2016	Avon Waste	1,942 Bin Collection FE14 Oct 16 inc Recycling Bins & 1 x Recycling Collection	(9,087.44)	
EFT Pymt	EFT 1608	03-Nov-2016	BOC Limited	2016-09 Sep: Cylinder Rental	(29.10)	
EFT Pymt	EFT 1609	03-Nov-2016	BSL - Building Commission	Oct 16 Collections x 3	(354.88)	
EFT Pymt	EFT 1610	03-Nov-2016	BT Equipment P/L ta Tutt Bryant Equipment	BE033 (PROL03): 250hr Service	(1,067.00)	
EFT Pymt	EFT 1611	03-Nov-2016	Beverley CRC (Community Resource Centre)	2016-09 Sep: Blarney Compilation for Production	(825.00)	
EFT Pymt	EFT 1612	03-Nov-2016	Beverley Country Kitchen (BCK)	Council Meet - 25 Oct 2016: Lunch x 13	(325.00)	
EFT Pymt	EFT 1613	03-Nov-2016	Beverley Farm Services (BFS)	Weed Control: Chemicals	(508.75)	
EFT Pymt	EFT 1614	03-Nov-2016	Beverley Newsagency	Oct 16 Purchases	(99.75)	
EFT Pymt	EFT 1615	03-Nov-2016	Beverley Steel Fabrication (Hydraboom)	BE038 (PLDR04): Parts	(64.83)	
EFT Pymt	EFT 1616	03-Nov-2016	Beverley Transport Service	Cartage of 10mm Blue Metal Aggregate - 17 to 20 Oct 2016	(10,714.73)	
EFT Pymt	EFT 1617	03-Nov-2016	Blackwoods	Various Buildings: Cleaning Products	(4,443.55)	
EFT Pymt	EFT 1618	03-Nov-2016	CAS - Contract Aquatic Services	Various: 1 of 5 install of Contract Man for 16/17 swim year, Off Season work, Chemicals	(18,678.00)	
EFT Pymt	EFT 1619	03-Nov-2016	CDA Air & Solar (Ventruie Imports Pty Ltd)	Planner's Office: Air Conditioner	(2,537.75)	



TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1620	03-Nov-2016	CTF - Construction Training Fund (BCTIF)	Oct 16 Collections x 1	(351.75)	
EFT Pymt	EFT 1621	03-Nov-2016	Country Copiers Northam	iRC 2030 Copier - Reading: 11 Aug - 18 Oct 16	(1,623.95)	
EFT Pymt	EFT 1622	03-Nov-2016	Cr Denise Jo Ridgway	Travel Claim: Jul - Sep 2016	(645.80)	
EFT Pymt	EFT 1623	03-Nov-2016	Filtrex Innovative Wastewater Solutions	Refund of septic tank fees on rec 7606	(236.00)	
EFT Pymt	EFT 1624	03-Nov-2016	Fire & Safety WA	BRMP Vehicle: 2.5kg Dry Chemical Extinguisher	(40.55)	
EFT Pymt	EFT 1625	03-Nov-2016	Fleet Commercial Gymnasiums P/L	5 x New gym equipment	(27,225.00)	
EFT Pymt	EFT 1626	03-Nov-2016	Fulton Hogan Industries	Rural Roads: Bitumen patching	(1,496.00)	
EFT Pymt	EFT 1627	03-Nov-2016	Hempfield Small Engine Services	Sundry Plant (PSP99): Parts	(55.60)	
EFT Pymt	EFT 1628	03-Nov-2016	JR & A Hersey P/L	Various purchases	(410.90)	
EFT Pymt	EFT 1629	03-Nov-2016	LGIS (LGISWA)	2016/17 Property Insurance - 2 of 2 instalments	(77,200.29)	
EFT Pymt	EFT 1630	03-Nov-2016	LGIS Risk Management	2016/17 Regional Risk Coordination Program - 1st Instalment	(4,001.80)	
EFT Pymt	EFT 1631	03-Nov-2016	LGMA - Local Government Manager Australia WA	LGMA Annual State Conference, 9-11 Nov 16: S Gollan	(1,475.00)	
EFT Pymt	EFT 1632	03-Nov-2016	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 1633	03-Nov-2016	Landgate	Audit Report: Shire of Beverley Property Listings as at 10 Oct 2016	(201.30)	
EFT Pymt	EFT 1634	03-Nov-2016	Michael Wilson	2016-11 Nov: Photocopying & Delivery of the Blarney	(250.00)	
EFT Pymt	EFT 1635	03-Nov-2016	Northam Mitre10	5 Wright St: Materials	(31.14)	
EFT Pymt	EFT 1636	03-Nov-2016	PCS - Perfect Computer Solutions	Computer Support - Shire: 18 - 21 Oct 2016	(1,827.50)	
EFT Pymt	EFT 1637	03-Nov-2016	Quairading Smash Repairs	BE035 (PUTE03): Insurance Excess	(1,000.00)	
EFT Pymt	EFT 1638	03-Nov-2016	Renwen Cui	Rates refund (overpayment) for Ass 51158 - 405 Sheahan Road, Dale	(242.57)	
EFT Pymt	EFT 1639	03-Nov-2016	Shire of Brookton	2016-09 Sep Town Planning Scheme - Stefan de Beer	(5,229.38)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1640	03-Nov-2016	Shire of Cuballing	Central Country Zone Golf Day - 30 Sep 16: 2 x Attendees	(80.00)	
EFT Pymt	EFT 1641	03-Nov-2016	Snap Osborne Park	Printing: 5,000 x Rates notices	(931.84)	
EFT Pymt	EFT 1642	03-Nov-2016	T-Quip	Sundry Plant (PSP99): Parts	(365.00)	
EFT Pymt	EFT 1643	03-Nov-2016	Tianco Transport	RTR1701 (York-Williams Rd): Transportation of Roller	(330.00)	
EFT Pymt	EFT 1644	03-Nov-2016	Toll Ipec P/L (Courier Aust)	Freight Charges: 04 Oct 2016	(51.02)	
EFT Pymt	EFT 1645	03-Nov-2016	Toll NQX Express	Freight Charges: 06 Oct 2016	(673.14)	
EFT Pymt	EFT 1646	03-Nov-2016	Total Eden P/L	Vincent St Gardens & Swim Pool: Parts	(588.49)	
EFT Pymt	EFT 1647	03-Nov-2016	Unique Strokes WA	Swim Pool: Painting of Changerooms	(3,320.00)	
EFT Pymt	EFT 1648	03-Nov-2016	WA Contract Ranger Services	Ranger Services: 05 - 14 Oct 2016	(444.12)	
EFT Pymt	EFT 1649	03-Nov-2016	WALGA - WA Loc Gov Assoc	Cr Training: Better Planning Decisions - Pres D Ridgway, 27 Feb 2017	(255.00)	
EFT Pymt	EFT 1650	03-Nov-2016	Workwear Group Pty Ltd	Uniforms: Admin Staff	(479.60)	<b>(199,165.23)</b>
EFT Pymt	EFT 1651	08-Nov-2016	BDF - Beverley Dome Fuel & Hire	6,000 L Diesel @ \$1.1316/L inc	(6,789.60)	
EFT Pymt	EFT 1652	08-Nov-2016	John Hansen	Reimbursements: Vehicle & Training	(117.70)	
EFT Pymt	EFT 1653	08-Nov-2016	Kimberley Leonard Boulton	Record Archiving - 20 to 21 Oct 2016: 1.8 days	(1,188.00)	<b>(8,095.30)</b>
EFT Pymt	EFT 1656	21-Nov-2016	Alison Lewis	Reimbursement: Funeral Flowers	(85.00)	
EFT Pymt	EFT 1657	21-Nov-2016	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	<b>(126.00)</b>
EFT Pymt	EFT 1659	28-Nov-2016	AITC Specialists P/L	2016-10 Oct Fuel Tax Credits	(340.67)	
EFT Pymt	EFT 1660	28-Nov-2016	AMD Chartered Accountants	Audit of financial statements for year ending 30 June 2016	(13,853.33)	
EFT Pymt	EFT 1661	28-Nov-2016	ASB Marketing P/L	Uniforms: Admin Staff	(54.95)	
EFT Pymt	EFT 1662	28-Nov-2016	Air Roofing Co P/L	Old School Bldg - Re-roofing: Final payment	(42,134.40)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1663	28-Nov-2016	Avon Trading Co	Oct 2016 Hardware Purchases	(1,154.56)	
EFT Pymt	EFT 1664	28-Nov-2016	Avon Waste	1,942 Bin Collection FE 11 Nov 16 inc Recycling Bins & 1 x Recycling Collection	(4,543.72)	
EFT Pymt	EFT 1665	28-Nov-2016	Avondale Farm Project Association Inc	Community Grant Targeted - Signage for Avondale	(1,100.00)	
EFT Pymt	EFT 1666	28-Nov-2016	BDF - Beverley Dome Fuel & Hire	6,000 L Diesel @ \$1.0911/L inc	(6,546.60)	
EFT Pymt	EFT 1667	28-Nov-2016	BGC Quarries	975.58 T 10mm Washed Granite	(28,202.06)	
EFT Pymt	EFT 1668	28-Nov-2016	BOC Limited	2016-10 Oct: Cylinder Rental	(30.08)	
EFT Pymt	EFT 1669	28-Nov-2016	Beverley CRC (Community Resource Centre)	2016-11 Nov: Blarney Compilation for Production	(1,625.00)	
EFT Pymt	EFT 1670	28-Nov-2016	Beverley Country Kitchen (BCK)	2016 Electors Meeting - 15 Nov 16: Refreshments	(250.00)	
EFT Pymt	EFT 1671	28-Nov-2016	Beverley Gas & Plumbing	Swim Pool: Male Toilet Repairs	(2,400.21)	
EFT Pymt	EFT 1672	28-Nov-2016	Beverley Supermarket & Liquor (IGA)	Oct 2016 Purchases	(532.42)	
EFT Pymt	EFT 1673	28-Nov-2016	Beverley Tyre Service	2016-10 Tyre Purchases	(1,203.00)	
EFT Pymt	EFT 1674	28-Nov-2016	Blackwoods	Various Buildings: Cleaning Products	(824.21)	
EFT Pymt	EFT 1675	28-Nov-2016	Bunnings Building Supplies P/L	Rec Ground - Water Tank: Materials	(86.36)	
EFT Pymt	EFT 1676	28-Nov-2016	CDA Air & Solar (Ventruue Imports Pty Ltd)	Various Bldgs: Summer Open Service	(534.20)	
EFT Pymt	EFT 1677	28-Nov-2016	Creative ADM	Research for Branding & Communication Strategy for Shire of Beverley	(1,375.00)	
EFT Pymt	EFT 1678	28-Nov-2016	Dept of Fire & Emergency Services (DFES)	2016/17 ESL Levy - Shire Properties	(2,953.14)	
EFT Pymt	EFT 1679	28-Nov-2016	E & MJ Rosher P/L	BE023 (PTRAO3): Parts	(1,195.40)	
EFT Pymt	EFT 1680	28-Nov-2016	Esplanade Fremantle	LGMA State Conference, 8-12 Nov 16: Accommodation (CEO S Gollan)	(1,110.00)	
EFT Pymt	EFT 1681	28-Nov-2016	Flys 'R' Gone	Various Bldgs: Insecticide Treatment - Oct 2016	(2,629.00)	
EFT Pymt	EFT 1682	28-Nov-2016	Hosemasters International	BE036 (PLDR03): Parts	(92.41)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1683	28-Nov-2016	JR & A Hersey P/L	Various: Supplies	(1,146.49)	
EFT Pymt	EFT 1684	28-Nov-2016	JT Sheetmetal P/L	Swim Pool: Materials	(126.50)	
EFT Pymt	EFT 1685	28-Nov-2016	Jason Signmakers	RV site & Swim Pool: Various signs	(739.75)	
EFT Pymt	EFT 1686	28-Nov-2016	John Hansen	Reimbursement: Mobile phone repairs	(228.00)	
EFT Pymt	EFT 1687	28-Nov-2016	Landgate	Valuation Fees (UV Chargeable): 01 Aug - 30 Sep 16	(129.40)	
EFT Pymt	EFT 1688	28-Nov-2016	MJB Industries	Various Roads: Various piping	(15,270.32)	
EFT Pymt	EFT 1689	28-Nov-2016	McLeods Barristers and Solicitors	Recreation Grounds: Issuance of Titles - Professional Fees	(846.64)	
EFT Pymt	EFT 1690	28-Nov-2016	McNaughtans P/L	Various: Parts	(65.43)	
EFT Pymt	EFT 1691	28-Nov-2016	New Town Toyota	BRMPC: 1GCJ295 - 10,000km Service	(818.70)	
EFT Pymt	EFT 1692	28-Nov-2016	PCS - Perfect Computer Solutions	Computer Support : 26 Oct - 18 Nov (6.75hrs) & New PC for Accounts - SAO	(2,887.50)	
EFT Pymt	EFT 1693	28-Nov-2016	Parks & Leisures Australia	Planning for Shared Use Community Facilities Seminar - 15 Nov 16: CDO K McLean	(165.00)	
EFT Pymt	EFT 1694	28-Nov-2016	Phyllis Evelyn Facey	Reimbursement: Stationery	(19.98)	
EFT Pymt	EFT 1695	28-Nov-2016	RJ Jas - All Mechanical & Electronics (Richard Jas)	Various vehicles: Parts	(1,177.66)	
EFT Pymt	EFT 1696	28-Nov-2016	S & S Morrell	Airfield - spraying of weeds	(263.20)	
EFT Pymt	EFT 1697	28-Nov-2016	Shire of Brookton	2016-10 Oct Town Planning Scheme - Stefan de Beer	(8,016.72)	
EFT Pymt	EFT 1698	28-Nov-2016	Snap Osborne Park	Tourist Survey - 500 x Envelopes 11B	(319.99)	
EFT Pymt	EFT 1699	28-Nov-2016	Toll Ipec P/L (Courier Aust)	Freight Charges: 28 Oct - 04 Nov 2016	(200.32)	
EFT Pymt	EFT 1700	28-Nov-2016	Turf Developments (WA) P/L	Rec Grnd Oval: Vertidrainng	(3,844.50)	
EFT Pymt	EFT 1701	28-Nov-2016	Twinkarri P/L	RRG1701(Westdale Rd): Tree lopping	(35,112.00)	
EFT Pymt	EFT 1702	28-Nov-2016	Unique Strokes WA	Morbinning Hall: Painting of the exterior	(2,780.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1703	28-Nov-2016	WA Contract Ranger Services	Ranger Services: 08 -15 Nov 2016	(2,267.37)	
EFT Pymt	EFT 1704	28-Nov-2016	Wetdeck Pools	Swim Pool: Works carried out, new equipment	(15,070.00)	
EFT Pymt	EFT 1705	28-Nov-2016	Workhouse Advertising Pty Ltd	Annual Report 2015/2016: Prep for publication	(3,300.00)	
EFT Pymt	EFT 1706	28-Nov-2016	Workplace Training Advisory Australia	Aust Womens Leadership Symposium, 11 May 2017 - Pres D Ridgway	(745.00)	
EFT Pymt	EFT 1707	28-Nov-2016	York Dental Surgery	Refund of credit balance on Debtor acct 4253 re overpayment of invoicing	(170.00)	<b>(210,481.19)</b>
Cheque #	1500	03-Nov-2016	Beverley Returned Services League Sub Branch (RSL)	Heroic Ride - 9 Oct 2016: Catering	(1,650.00)	
Cheque #	1501	03-Nov-2016	Please Pay Cash (Petty Cash)	Refreshments for Darren West MLC Meet - 21 Oct 2016	(84.85)	
Cheque #	1502	16-Nov-2016	Australia Post	Oct 2016 Postage	(516.46)	
Cheque #	1503	16-Nov-2016	Synergy	2016-10 Oct Electricity Accounts	(13,178.25)	
Cheque #	1504	16-Nov-2016	Telstra	2016-11 Nov Telephone Accounts	(2,042.29)	
Cheque #	1506	21-Nov-2016	ATO - Australian Tax Office	Oct 2016 BAS Obligation	(1,853.00)	
Cheque #	1507	21-Nov-2016	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Nov - Dec 16	(39.48)	
Cheque #	1508	28-Nov-2016	ACMA - Australian Comm & Media Authority	Bev North East Brigade: Land Mobile Appart Lic 252879/1, exp 10 Dec 2017	(931.00)	
Cheque #	1509	28-Nov-2016	Beverley Medical Practice	Pre-Employment Medical: Joshua-Jacob Barker	(120.00)	
Cheque #	1510	28-Nov-2016	Synergy	Oct 2016 Self Read Power Accts x 6	(1,142.85)	
Cheque #	1511	28-Nov-2016	Water Corporation	Water use - Batys Rd S/Pipe: Water Service Fees: Nov - Dec 16	(39.48)	<b>(21,597.66)</b>
Direct Debit	DD 799.1	01-Nov-2016	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 799.2	01-Nov-2016	WA Super	Payroll deductions	(7,643.21)	
Direct Debit	DD 799.3	01-Nov-2016	Kinetic Super	Superannuation contributions	(144.85)	
Direct Debit	DD 799.4	01-Nov-2016	BT Super For Life	Superannuation contributions	(293.57)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 799.5	01-Nov-2016	Australian Super	Superannuation contributions	(178.74)	<b>(9,034.16)</b>
Direct Debit	DD 809.1	15-Nov-2016	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 809.2	15-Nov-2016	WA Super	Payroll deductions	(7,261.47)	
Direct Debit	DD 809.3	15-Nov-2016	Kinetic Super	Superannuation contributions	(144.85)	
Direct Debit	DD 809.4	15-Nov-2016	Colonial First State Super (Moulton Clare)	Superannuation contributions	(72.88)	
Direct Debit	DD 809.5	15-Nov-2016	BT Super For Life	Superannuation contributions	(293.57)	
Direct Debit	DD 809.6	15-Nov-2016	Australian Super	Superannuation contributions	(182.61)	<b>(8,729.17)</b>
Direct Debit	DD 838.1	29-Nov-2016	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 838.2	29-Nov-2016	WA Super	Payroll deductions	(7,327.97)	
Direct Debit	DD 838.3	29-Nov-2016	Kinetic Super	Superannuation contributions	(144.85)	
Direct Debit	DD 838.4	29-Nov-2016	Colonial First State Super (Moulton Clare)	Superannuation contributions	(36.44)	
Direct Debit	DD 838.5	29-Nov-2016	BT Super For Life	Superannuation contributions	(293.57)	
Direct Debit	DD 838.6	29-Nov-2016	Australian Super	Superannuation contributions	(184.35)	<b>(8,760.97)</b>
Direct Debit	15	01-Nov-2016	3 - Payments for DOT	Payments for DOT	(4,374.60)	
Direct Debit	15	02-Nov-2016	3 - Payments for DOT	Payments for DOT	(4,267.30)	
Direct Debit	15	03-Nov-2016	3 - Payments for DOT	Payments for DOT	(3,301.25)	
Direct Debit	15	04-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,101.05)	
Direct Debit	15	07-Nov-2016	3 - Payments for DOT	Payments for DOT	(3,371.55)	
Direct Debit	15	08-Nov-2016	3 - Payments for DOT	Payments for DOT	(3,975.60)	
Direct Debit	15	09-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,561.15)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	15	10-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,757.00)	
Direct Debit	15	11-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,625.30)	
Direct Debit	15	14-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,294.35)	
Direct Debit	15	15-Nov-2016	3 - Payments for DOT	Payments for DOT	(999.50)	
Direct Debit	15	16-Nov-2016	3 - Payments for DOT	Payments for DOT	(6,977.30)	
Direct Debit	15	17-Nov-2016	3 - Payments for DOT	Payments for DOT	(823.80)	
Direct Debit	15	18-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,634.85)	
Direct Debit	15	21-Nov-2016	3 - Payments for DOT	Payments for DOT	(733.65)	
Direct Debit	15	22-Nov-2016	3 - Payments for DOT	Payments for DOT	(3,904.90)	
Direct Debit	15	23-Nov-2016	3 - Payments for DOT	Payments for DOT	(2,602.90)	
Direct Debit	15	24-Nov-2016	3 - Payments for DOT	Payments for DOT	(637.00)	
Direct Debit	15	25-Nov-2016	3 - Payments for DOT	Payments for DOT	(415.10)	
Direct Debit	15	28-Nov-2016	3 - Payments for DOT	Payments for DOT	(1,199.20)	
Direct Debit	15	29-Nov-2016	3 - Payments for DOT	Payments for DOT	(834.55)	
Direct Debit	15	30-Nov-2016	3 - Payments for DOT	Payments for DOT	(3,643.35)	<b>(51,035.25)</b>
Direct Debit	15	01-Nov-2016	6 - Westnet Payments	Westnet Payments	(66.00)	<b>(66.00)</b>
Direct Debit	15	01-Nov-2016	7 - CBA Merchant Fee	CBA Merchant Fee	(120.68)	<b>(120.68)</b>
Direct Debit	15	03-Nov-2016	7 - CBA Merchant Fee	CBA Merchant Fee - POS	(25.74)	<b>(25.74)</b>
Direct Debit	15	04-Nov-2016	8 - ANZ Transactive Fee	ANZ Transactive Fee - Reversal	105.00	
Direct Debit	15	04-Nov-2016	8 - ANZ Transactive Fee	ANZ Transactive Fee	(105.00)	<b>0.00</b>

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	15	04-Nov-2016	8 - ANZ Transactive Fee	ANZ Transactive Fee	(35.00)	
Direct Debit	15	04-Nov-2016	8 - ANZ Transactive Fee	ANZ Transactive Fee	(70.00)	<b>(105.00)</b>
Direct Debit	EFT 1658	21-Nov-2016	Toyota Finance	BRMP Vehicle Loan - 02 of 12 payments	(1,366.38)	<b>(1,366.38)</b>
Direct Debit	EFT 1654	14-Nov-2016	Credit Card - Shire of Beverley	October 2016 Purchases	(1,972.53)	<b>(1,972.53)</b>
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(520,681.26)</b>	<b>(520,681.26)</b>
<b>WAGES &amp; SALARIES</b>						
EFT Pymt		03-Nov-2016	Wages & Salaries	FE - 01 Nov 2016	(50,322.99)	
EFT Pymt		17-Nov-2016	Wages & Salaries	FE - 15 Nov 2016	(50,008.71)	
<b>WAGES &amp; SALARIES</b>					<b>(100,331.70)</b>	<b>(100,331.70)</b>
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>						
Cheque #	1508	28-Nov-2016	ACMA - Australian Comm & Media Authority	Bev North East Brigade: Land Mobile Appart Lic 252879/1, exp 10 Dec 2017	931.00	
Cheque #	1509	28-Nov-2016	Beverley Medical Practice	Pre-Employment Medical: Joshua-Jacob Barker	120.00	
Direct Debit	DD 838.1	29-Nov-2016	Superwrap - Personal Super Plan	Superannuation contributions	773.79	
Direct Debit	DD 838.2	29-Nov-2016	WA Super	Payroll deductions	7,327.97	
Direct Debit	DD 838.3	29-Nov-2016	Kinetic Super	Superannuation contributions	144.85	
Direct Debit	DD 838.4	29-Nov-2016	Colonial First State Super (Moulton Clare)	Superannuation contributions	36.44	
Direct Debit	DD 838.5	29-Nov-2016	BT Super For Life	Superannuation contributions	293.57	
Direct Debit	DD 838.6	29-Nov-2016	Australian Super	Superannuation contributions	184.35	
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>					<b>9,811.97</b>	<b>9,811.97</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
Cheque #	1483	16-Sep-2016	Charmaine Ivy Esther Holmes	Refund of Rec 6030 - Rescinded building permit	(169.65)	



TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1499	31-Oct-2016	Water Corporation	2016-10 Oct Water Accounts	(5,988.03)	
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>(6,157.68)</b>	<b>(6,157.68)</b>
<b>TRANSFERS to TRUST</b>						
<b>TRANSFERS to TRUST</b>					<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
Adjustment		15-Nov-2016	ANZ Bank	Dishonoured cheque lodged	(182.94)	
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					<b>(182.94)</b>	<b>(182.94)</b>
<b>INVESTMENTS</b>						
Transfer		04-Nov-2016	Shire of Beverley Online Saver Account	Funds Tfr for Investment	(200,000.00)	
Transfer		17-Nov-2016	Shire of Beverley Online Saver Account	Funds Tfr for Investment	(316,681.43)	
<b>INVESTMENTS</b>					<b>(516,681.43)</b>	<b>(516,681.43)</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>						<b>(1,134,223.04)</b>
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>						
Credit Card	BE464-SEP16	10-Oct-2016	DoT	BE464 - Retained plates for trade-in	25.30	
Credit Card	BE464/OCT16	12-Oct-2016	DoT	BE464 (PSDN09) - Rego to 11 Apr 2017	231.40	
Credit Card	SI-9721202	18-Oct-2016	PLE Computers	Exec Assist - Viewsonic monitor 24"	201.23	
Credit Card	001571	19-Oct-2016	Secure Parking	Parking - AIM Annual Leadership Summit, 19 Oct 2016	15.00	
Credit Card	072580638074	27-Oct-2016	Masters Home Improvements	Hardware Purchases: Honda 5500 Generator & 10m Measuring Wheel	1,499.60	
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>					<b>1,972.53</b>	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
<b>TRUST ACCOUNT DETAILS</b>							
<b>PAYMENTS RAISED IN CURRENT MONTH</b>							
<i>Cheque #</i>	1485	21-Nov-2016	<i>Heather Marie Sax</i>	<i>Refund of Gym Key Bond (Rec 5394)</i>	(50.00)		
<i>Cheque #</i>	1486	28-Nov-2016	<i>Patricia Mary Thompson</i>	<i>Refund of Gym Key Bond (Rec 83)</i>	(50.00)		
<i>EFT Pymt</i>	<i>EFT 1655</i>	21-Nov-2016	<i>Cameron Grover</i>	<i>Refund of Gym Key Bond (Rec 5040)</i>	(50.00)		
					<b>PAYMENTS RAISED IN CURRENT MONTH</b>	<b>(150.00)</b>	<b>(150.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>							
					<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>	<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>							
					<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>							
					<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<b>0.00</b>	<b>0.00</b>
					<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>		<b>(150.00)</b>
<b>TOTAL EXPENDITURE as reconciled to the NOVEMBER 2016 BANK STATEMENTS</b>							
					Municipal Account Expenditure		(1,134,223.04)
					Trust Account Expenditure		(150.00)
					<b>TOTAL EXPENDITURE for NOVEMBER 2016</b>		<b>(1,134,373.04)</b>

## **12. ADMINISTRATION**

### **12.1 Policy Manual – New Policies**

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**SUBMISSION TO:** Ordinary Council Meeting 20 December 2016  
**REPORT DATE:** 14 December 2016  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0468  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Digital Trailer Signage Policy & Communications Policy

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#### **SUMMARY**

Council to consider two new policies for inclusion in the Shire of Beverley Policy Manual.

#### **BACKGROUND**

The Policy Manual was first adopted in and is reviewed annually. During the year policies may be added or amended.

#### **COMMENT**

The Community Use of the Digital Signage Trailer policy is to establish clear guidelines for staff and community groups about the use of the trailer.

The Communications Policy has come about as a result of the annual review of the policy manual in September 2016 at the request of Council.

#### **STATUTORY ENVIRONMENT**

N/A

#### **FINANCIAL IMPLICATIONS**

N/A

#### **STRATEGIC IMPLICATIONS**

5.1 Sustainable Governance

#### **POLICY IMPLICATIONS**

New Policy No – C013 – Community Use of the Digital Signage Trailers

New Policy No – S025 – Communications Policy

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

That Council;

1. Adopt Policy C013 – Community Use of the Digital Signage Trailers.
2. Adopt Policy S025 – Communications Policy

**COUNCIL RESOLUTION**

**M9/1216**

**Moved Cr Gogol**

**Seconded Cr Davis**

**That Council;**

- 1. Adopt Policy C013 – Community Use of the Digital Signage Trailers.**
- 2. Adopt Policy S025 – Communications Policy**

**CARRIED 8/0**

Attachment 12.1.1

**3.13 Community Use of the Digital Signage Trailers DRAFT**

<b>Policy Type:</b>	Community
<b>Date Adopted:</b>	December 2016

<b>Policy No:</b>	<b>C013</b>
<b>Date Last Reviewed:</b>	

<b>Legal (Parent):</b> 1.
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<b>Legal (Subsidiary):</b> 1.
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<b>ADOPTED POLICY</b>	
<b>Title:</b>	<b>COMMUNITY USE OF THE DIGITAL SIGNAGE TRAILERS</b>
<b>Objective:</b>	<b>To provide free advertising for local, not for profit groups running community events</b>

**Policy**

The Shire of Beverley may advertise on behalf of local, not for profit community groups running community events.

Local Community groups may advertise their events, free of charge, on the digital signage boards; under the following conditions:

- The Shire has priority use, for example road works.
- The Shire decides on the location of the trailers.
- The trailers must be booked, through the Shire booking system, a minimum of one week in advance.
- The advertisement can run for a maximum of 14 days, and
- be no more than 3 slides long.

Wording will be limited due to the size of the screen, and be subject to change at the discretion of the Shire.

Attachment 12.1.2

**9.25 Communications Policy**

<b>Policy Type:</b>	Staff
<b>Date Adopted:</b>	

<b>Policy No:</b>	<b>S025</b>
<b>Date Last Reviewed:</b>	

<b>Legal (Parent):</b>
1.

<b>Legal (Subsidiary):</b>
1.

<b>ADOPTED POLICY</b>	
<b>Title:</b>	<b>COMMUNICATIONS POLICY</b>
<b>Objective:</b>	<b>To provide a high quality service to all stakeholders by ensuring all forms of communication and correspondence are responded to in a timely manner.</b>

**Policy**

The Shire of Beverley is committed to ensuring that the community is kept informed on matters before Council, whilst providing a helpful and professional service. Effective communication is key to ensuring this service is met. All communication regarding Council business from a member of staff or an elected member shall be at all times courteous, clear and professional.

Correspondence will be managed within the protocol of Council's Records Management program and will comply with the requirements of the *State Records Act 2000*.

**Correspondence**

All external written correspondence will receive a written acknowledgement within fourteen (14) working days of receipt.

External correspondence that is marked as a copy and addressed to a third party will not be acknowledged unless, in the opinion of the CEO or D/CEO a response is appropriate.

Electronic mail and facsimiles will be treated as written correspondence.

The CEO, D/CEO and Managers shall determine which items of correspondence will be presented to Council, through the appropriate committee or information bulletin.

**Presidential Correspondence**

Presidential correspondence will be issued on Shire of Beverley letterhead, and a file copy be kept in the appropriate file(s) together with the originating correspondence.

External correspondence addressed to the Shire President will be date stamped, recorded and left in the Shire President's tray. Any correspondence marked Private and Confidential will be date stamped, recorded and left unopened in the Shire President's tray.

## Attachment 12.1.2

### **Elected Member Correspondence**

External correspondence addressed to an elected member will be date stamped, recorded and left in the Executive Assistant's tray to distribute. Any correspondence marked Private and Confidential will be date stamped, recorded and left unopened in the Executive Assistant's tray.

### **Stationery**

The Shire's stationery and equipment, including letterhead and envelopes are not to be used by elected members or members elect for election purposes.

### **Communication between Elected Members and Staff**

In order to facilitate effective use of staff resources, all enquiries and requests from elected members shall be directed to the CEO. Where the request requires the use of shire resources (human or physical) to an extent which may impact on effective management, the CEO may refer the matter to Council for determination.

Communication between Elected members and staff will in general be governed by section 1.5 of the Shire of Beverley Code of Conduct.

Staff will communicate to Council any projects or activities which have varied in the scope of works or budget from the original planning process.

### **Media contact**

In accordance with the Local Government Act 1995 and Shire of Beverley Policy EM003, all media contact and communication will be conducted or approved by the Shire President.

### **Publications**

Publications produced by the Shire will be available for residents and ratepayers in the Beverley Library, the website and the administration office.

### **13. NEW BUSINESS ARISING BY ORDER OF THE MEETING**

#### **13.1 Chief Executive Officer Annual Leave Request**

Council's Auditors have raised the matter of accrued leave (Annual Leave) during their last audit.

Council's Human Resources (HR) Officer has written to staff that have accrued leave (Annual Leave) seeking information on when the leave will be taken.

The Western Australian Local Government Association (WALGA) has provided a "Deed of Compromise" to Council's HR Officer in relation to the payout of Annual Leave.

The Chief Executive Officer has accrued 16 weeks of Annual Leave to December 2016. Under the Local Government Award no employee is to have no more than 8 weeks.

The Chief Executive Officer requested 10 weeks of Annual Leave entitlement from his accrued 16 weeks be paid out as per the Deed of Compromise from WALGA. Funds have been budgeted for in the 2016/2017 budget to be deducted from the Annual Leave Reserve.

**M10/1216**

**Moved: Cr White**

**Seconded: Cr Shaw**

**That Council authorise the payout of 10 weeks of the Chief Executive Officer's annual leave entitlement.**

**CARRIED 8/0**

#### **13.2 Shire President Thanks**

The Shire President thanked the Executive Assistant for agenda presentation and recording of minutes throughout the year, and the various communications and reminders provided to Councillors.

The Shire President thanked the Deputy President, fellow Councillors, CEO, Deputy CEO and Staff for their continued hard work and efforts throughout 2016 and wished everyone a successful 2017.

### **14. CLOSURE**

The Chairman declared the meeting closed at 3:23pm

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

**PRESIDING MEMBER:**

**DATE:**