



26 SEPTEMBER 2017

ORDINARY MEETING

MINUTES

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14. CLOSURE 70

1. OPENING

The Chairperson declared the meeting open at 3:16pm

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 T Buckland
Cr DW Davis
Cr P Gogol
Cr LC Shaw
Cr DC White

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer (from 3:16pm to 4:45pm)
Mr SK Marshall Deputy Chief Executive Officer (from 3:16pm to 4:45pm)
Mr BS de Beer Shire Planner (from 3:16pm to 3:37pm)
Mrs A Lewis Executive Assistant (from 3:16pm to 4:45pm)

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Nil

2.5 Condolences

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

SMITH	William (Bill) Henry	20 August 2017
SHACKLES	Robert Donald	23 August 2017
HOBBS	Violet Lilly Hester	25 August 2017
YATES	Mary E	26 August 2017
HANCOCK	Colin Thomas	29 August 2017

3. DECLARATIONS OF INTEREST

3.1 Cr Ridgway – Item 11.4 – Interest of Impartiality

3.2 Cr White – Item 12.4 – Interest of Impartiality

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 August 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 22 August 2017 be confirmed.

COUNCIL RESOLUTION

M1/0917

Moved Cr Gogol

Seconded Cr Buckland

That the Minutes of the Ordinary Council Meeting held Tuesday 22 August 2017 be confirmed.

CARRIED 9/0

7.2 Minutes Of The Economic & Community Strategy Meeting 12 September 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Economic and Community Strategy Committee Meeting held Tuesday 12 September 2017 be received.

(Under separate cover)

COUNCIL RESOLUTION

M2/0917

Moved Cr Murray

Seconded Cr Buckland

That the Minutes of the Economic and Community Strategy Committee Meeting held Tuesday 12 September 2017 be received.

CARRIED 9/0

7.3 Minutes Of The Local Emergency Management Meeting held 29 August 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 29 August 2017 be received.

(Under separate cover)

COUNCIL RESOLUTION

M3/0917

Moved Cr Shaw

Seconded Cr Gogol

That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 29 August 2017 be received.

CARRIED 9/0

7.4 Minutes Of The Fire Control Officers Meeting held 20 September 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Fire Control Officer's Committee Meeting held Wednesday 20 September 2017 be received.

(Under separate cover)

COUNCIL RESOLUTION

M4/0917

Moved Cr Murray

Seconded Cr Buckland

That the Minutes of the Fire Control Officer's Committee Meeting held Wednesday 20 September 2017 be received.

CARRIED 9/0

8. TECHNICAL SERVICES

8.1 Bitumen Tender

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 19 September 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0542
AUTHOR: S.P. Vincent, Manager of Works
ATTACHMENTS: Nil

SUMMARY

Council to award the Bitumen Tender.

BACKGROUND

Tenders were called for the supply and delivery of bitumen products and services using WALGA's EQuotes system and closed on 18 September 2017.

COMMENT

The following tender prices were received, all prices ex GST.

	OVER 25,000 Litres per day Primer Seal	(Shire to supply metal)	
	(95/5) cents per Litre	contract \$ per m ²	Spreader truck \$/ hr
COLAS (RNR)	0.83	2.97	125
BITUMEN SURFACING	0.95	3.68	120
BITUTEK	0.84	2.55	125
FULTON HOGAN	0.77	2.41	120

These prices equate to the following overall estimated costs for this years proposed bitumen works.

	Primer Seal	Reseals	Truck Hire	
	164,000 l	64,000 m ²	160hrs	TOTALS
COLAS (RNR)	\$136,120	\$190,080	\$20,000	\$346,200
BITUMEN SURFACING	\$155,800	\$235,520	\$19,200	\$410,520
BITUTEK	\$137,760	\$163,200	\$20,000	\$320,960
FULTON HOGAN	\$126,280	\$154,240	\$19,200	\$299,720

Over the last few years we have used Bitutek and Colas (RNR) for our bitumen works, we have never used Fulton Hogan. Further investigation is required as to what resources Fulton Hogan will have available, ie number of spray trucks and spreader trucks. We have a larger than normal primer seal program and will require

8 visits just for the primer seals. We need to be sure that we can get them when required, their overall price is \$21,240.00 less than Bitutek. After further investigation, I will advise at the meeting if the recommendation is to be changed.

STATUTORY ENVIRONMENT

Local Government Act 1995 and Local Government (Functions and General) Regulations 1996.

Regulation 11 (2b) of the *Local Government (Functions and General) Regulations 1996* provides that Tenders do not have to be publicly invited according to the requirements of this Division if the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA.

FINANCIAL IMPLICATIONS

Funds for bitumen works have been included in the 2017/18 budget
\$0.90 per litre for primer seals;
\$2.50 per m² for reseals; and
\$125 per hour truck hire.
(approximate total \$327,600)

STRATEGIC IMPLICATIONS

Built Environment – Maintain and upgrade our assets and infrastructure.

POLICY IMPLICATIONS

Shire of Beverley Procurement Policy
AF007 – Purchasing and Procurement

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council accept the 2017/2018 tender from Fulton Hogan for the supply of bitumen products and services as tendered. Primer seal \$0.77 per litre, full contract reseals (less aggregate) at \$2.41 per square metre and spreader truck hire \$120.00 per hour.

COUNCIL RESOLUTION

M5/0917

Moved Cr Murray

Seconded Cr Davis

That Council accept the 2017/2018 tender from Fulton Hogan for the supply of bitumen products and services as tendered. Primer seal \$0.77 per litre, full contract reseals (less aggregate) at \$2.41 per square metre and spreader truck hire \$120.00 per hour.

CARRIED 9/0

9. PLANNING SERVICES

9.1 Draft Local Planning Policy – The Heritage List

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 1 September 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0219
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Draft Local Planning Policy No.15 – The Heritage List
(Under Separate Cover)

SUMMARY

It is requested that Council resolve to initiate public notification of the attached *Draft Local Planning Policy – The Heritage List*, in terms of the *Deemed Provisions* of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

BACKGROUND

As part of the review of the Shire of Beverley Municipal Heritage Inventory 1995, the State Heritage Office recommended that the Shire consider adopting a Local Planning Policy to guide the format of the reviewed inventory and to establish protocols on related matters.

The self-explanatory *Draft Local Planning Policy – The Heritage List* is attached to this report for Council's consideration.

COMMENT

The objectives of the Draft Local Planning Policy are as follows:

- to achieve transparency and consistency in the designation of a Heritage List;
- to provide clear guidelines on how challenges to inclusion will be assessed;
- to ensure that the Heritage List is maintained in a manner and form that is consistent with the local planning scheme; and
- to clarify which places will fall outside the scheme provisions for heritage.

Clause 4 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*, reads as follows (*Procedure for making local planning policy*):

- (1) *If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows –*
- (a) *Publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of –*
- (i) *the subject and nature of the proposed policy; and*
 - (ii) *the objectives of the proposed policy; and*
 - (iii) *where the proposed policy may be inspected; and*
 - (iv) *to whom, in what form and during what period submissions in relation to the proposed policy may be made*.

CONSULTATION

Consultation on the Draft Policy was had with the State Heritage Office – Mr. Callum Crofton.

STATUTORY ENVIRONMENT

Council has the power to make a Local Planning Policy pursuant to Clause 4 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

FINANCIAL IMPLICATIONS

Council will be required to pay the required advertising costs.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

The outcome of this exercise will result in a new Local Planning Policy – *The Heritage List*.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to proceed to advertising of the *Draft Local Planning Policy – The Heritage List* pursuant to Clause 4 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

COUNCIL RESOLUTION

M6/0917

Moved Cr Gogol

Seconded Cr Davis

That Council resolve to proceed to advertising of the *Draft Local Planning Policy – The Heritage List* pursuant to Clause 4 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CARRIED 9/0

9.2 Road Closure – Section of Unconstructed Road Reserve – Lennard Road

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 14 September 2017
APPLICANT: Mr Bruce Mann
FILE REFERENCE: RO 005
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Application Documentation and Letter

SUMMARY

It is proposed that an unconstructed section of Lennard Road be closed. It will be recommended that Council resolve to initiate closure of the subject section of the road.

BACKGROUND

Council received a written request for Road Closure from the affected land owner (Bruce Mann). The application letter and mapping are attached to this report.

The applicant submits that the unconstructed road reserve presents a fire, security and biosecurity risk to his properties, and that the section of road reserve be closed.

COMMENT

It is submitted that the closure of the section of road will address the concerns as raised by the applicant.

CONSULTATION & ADVERTISING

Should Council initiate the closure of the road reserve, public advertising must be conducted for a minimum of 35 days.

STATUTORY ENVIRONMENT

Roads are closed under Section 58 of the Land Administration Act 1997 in compliance with Land Administrative Regulations 1998.

FINANCIAL IMPLICATIONS

The road closure process will require advertising.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council initiate the closure of the section of unconstructed road of Lennard Road and instruct the Shire Planner to commence with the advertising of the road closure.

COUNCIL RESOLUTION

M7/0917

Moved Cr Gogol

Seconded Cr Shaw

Buckland / Alexander

That Council lay the item on the table until the 24 October 2017 Ordinary Council Meeting to provide further clarification.

CARRIED 9/0

Attachment 9.2

Beverley Planner

From: 61427246333@online.telstra.com.au
Sent: Tuesday, 12 September 2017 5:13 AM
To: Beverley Planner

I Bruce Mann who owned land either side of Lennard Road wish to close a section of Lennard road between lot 846 and 847.

I want this section closed for security, bio security and fire risk reasons.

This closure does not land lock any land owners on Lennard Road

Yours sincerely

Bruce Mann

Hi Stefan

Is this letter ok to use for the road closure of Lennard Road

Cheers

Bruce



Attachment 9.2



9.3 Development Application – Outbuilding (Shed) – 91 Dempster Street

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 14 September 2017
APPLICANT: Mr Malcolm Turner
FILE REFERENCE: DEM 1214
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Site Plan and Indicative Shed Structure

SUMMARY

An application has been received to construct a Colorbond Outbuilding (Shed), to the extent of 72m² at 91 (Lot 10) Dempster Street, Beverley. It will be recommended the application be approved.

BACKGROUND

The subject site is located at 91 (Lot 10) Dempster Street, is 1,239m² in extent and zoned Residential R 10/25. It contains an existing dwelling and outbuildings.

In terms of the Shire's Outbuilding Policy, the maximum total area of all outbuildings on the property in this zone is to be 75m², whereas the proposed construction of the new shed (8m X 9m in extent), will result in a total area of outbuildings of approximately 94m². As can be seen on the site plan there are existing outbuildings to the south of the proposed shed that will be removed prior to the new shed being constructed.

COMMENT

When considering the proposed increased total area 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 existing landscaping and the location of the house on the subject property will effectively screen the development so as to mitigate any negative impact that the proposed development might have. It is considered that the proposed development will be in pace with the character of the area.

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 and the size of the property it is not anticipated that the granting of Planning Approval for this application will create an undesirable precedent.

The proposal complies with other aspects of the outbuilding policy.

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 91 (Lot 10) Dempster Street, Beverley, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 4: The applicant is advised a building permit is required prior to commencement of any building works.

Note 5: If the Outbuildings are 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).

Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

COUNCIL RESOLUTION

M8/0917

Moved Cr Buckland

Seconded Cr Murray

That Council resolve to grant planning approval for an Outbuilding (Shed) at 91 (Lot 10) Dempster Street, Beverley, subject to the following conditions and advice notes:

Conditions:

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. The outbuilding shall not be used for human habitation, commercial or industrial purposes.**

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 4: The applicant is advised a building permit is required prior to commencement of any building works.

Note 5: If the Outbuildings are 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).

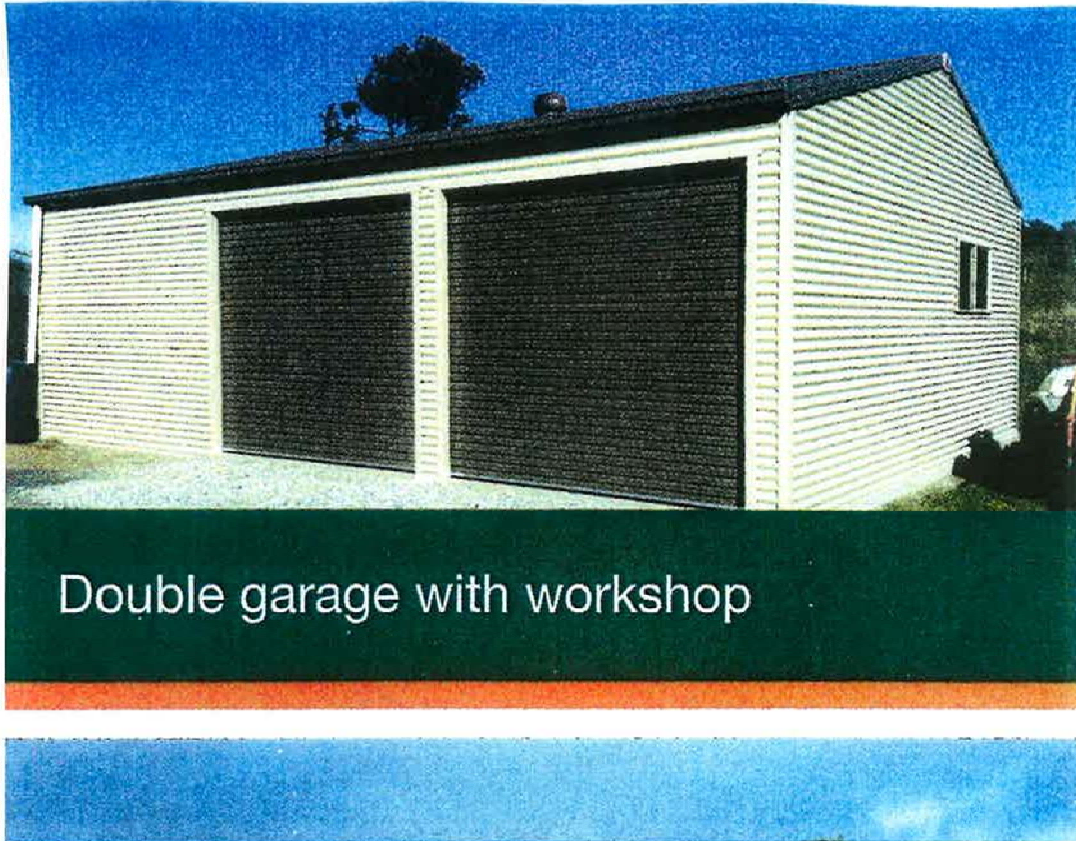
Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

CARRIED 9/0

Attachment 9.3



Attachment 9.3



9.4 Development Application – Outbuilding Hay Shed – 8470 Great Southern Hwy

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 14 September 2017
APPLICANT: Mr Simon Dempster on behalf of Mr David Adams
FILE REFERENCE: GRE 685
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Site Plan and Elevation Plan

SUMMARY

An application has been received to construct a Hay Storage Shed, in extent 2,080m² at 8470 (Lot 74) Great Southern Highway. It will be recommended the application be approved.

BACKGROUND

In terms of the Shire's Outbuilding Policy, the maximum permitted individual size of an outbuilding in this Zone is 1,000m².

The subject site is located at 8470 (Lot 74) Great Southern Highway and zoned Farming. It contains existing farming related buildings.

COMMENT

The justification as submitted by the applicant is acknowledged. The construction of this size shed is deemed to be in pace with the commercial agricultural broad acre farming pursuit and is supported for the reasons as submitted by the applicant.

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 in relation to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications in relation to this application.

POLICY IMPLICATIONS

There are no policy implications in relation to this application.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for an Outbuilding (Hay Storage Shed) at 8470 (Lot 74) Great Southern Highway, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The outbuilding shall not be used for human habitation or industrial purposes.

Advice Notes:

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: 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).
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

COUNCIL RESOLUTION

M9/0917

Moved Cr Brown

Seconded Cr Shaw

That Council resolve to grant planning approval for an Outbuilding (Hay Storage Shed) at 8470 (Lot 74) Great Southern Highway, subject to the following conditions and advice notes:

Conditions:

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. The outbuilding shall not be used for human habitation or industrial purposes.**

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 4: The applicant is advised a building permit is required prior to commencement of any building works.

Note 5: 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).

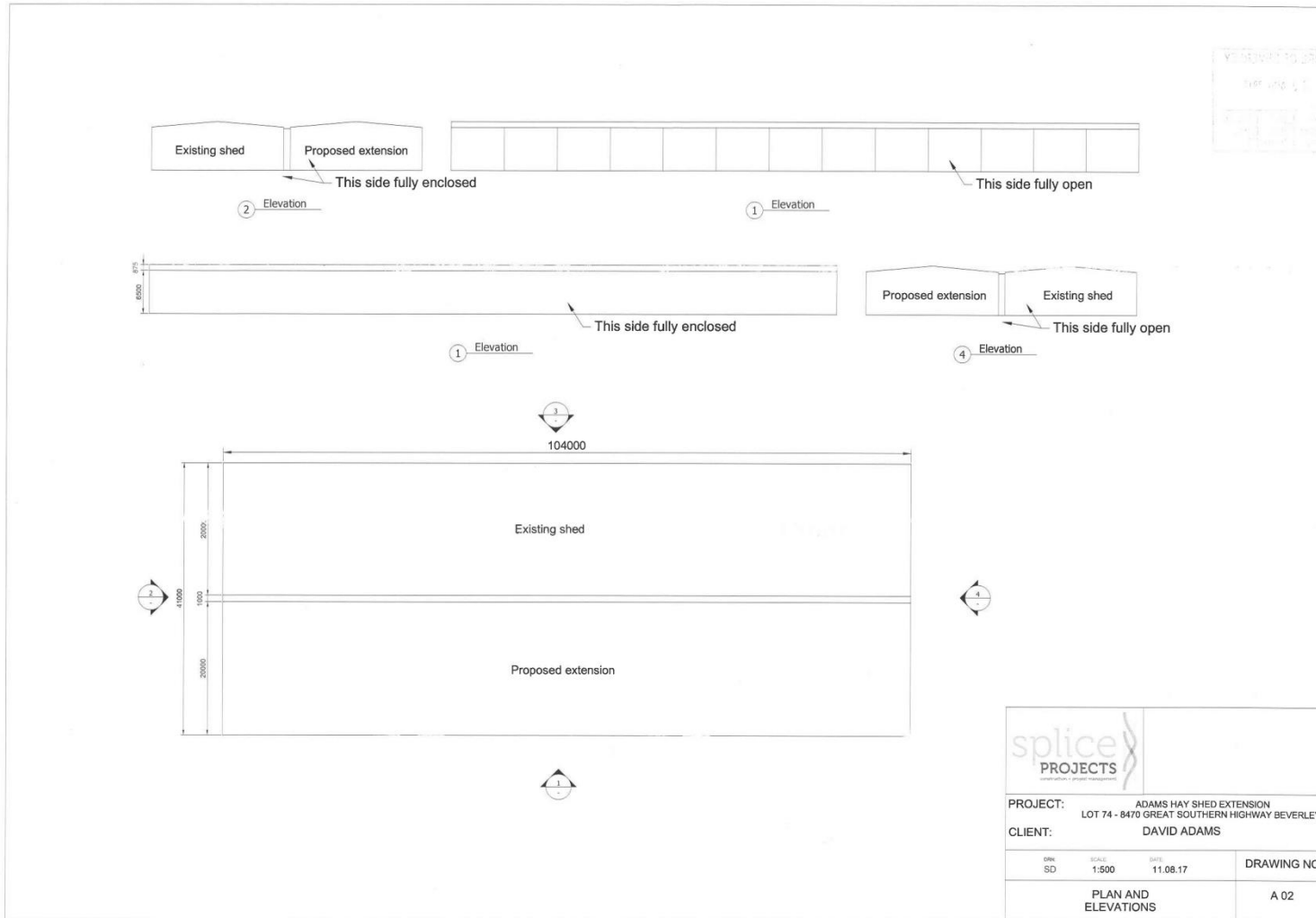
Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

CARRIED 9/0

Attachment 9.4



Attachment 9.4



Attachment 9.4

Beverley Planner

From: Simon Dempster <simon@spliceprojects.com.au>
Sent: Thursday, 24 August 2017 2:37 PM
To: Beverley Planner
Cc: Gina
Subject: Proposed farm shed for David Adams lot 74 Great Southern Hwy Beverley

Hello Stefan

Thank you for your time yesterday.

Just confirming the reasoning for the size of the proposed shed extension for David Adams.

There are 270 bales of hay in the front row of Dave's hay shed when it's full. These front bales take the brunt of the weather which means they are of no value to sell. The value lost is in the order of \$27,000 per year. By doubling the depth of Dave's shed as proposed he essentially doubles the capacity for hay storage whilst still only losing 270 bales per year.

Furthermore, to build a number of smaller sheds each at 1000m² or less would cost Dave in the order of and extra 40% due to all the extra wall per m² of storage space. Additionally there is also substantial extra earthworks costs associated with building multiple sheds.

The substantial additional cost associated with building multiple sheds would make this necessary expansion in capacity unviable for Dave and that would threaten the ongoing viability of his farming operation.

I look forward to hearing from you should there be any further information I can assist with.

Regards
Simon



sustainable collaborative intelligent

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e simon@spliceprojects.com.au w spliceprojects.com.au
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10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 12 September 2017
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: August 2017 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 August 2017.

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 2017 Ordinary Meeting, item 11.3.

COMMENT

The monthly financial report for the period ending 31 August 2017 has been provided and includes:

- Financial Activity Statement;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Supplementary information, including;
 - Operating Statement by Nature and Type;
 - 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 2017/18 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

VOTING REQUIREMENTS

Simple Majority

OFFICER’S RECOMMENDATION

That the monthly financial report for the month of August 2017 be accepted and material variances be noted.

COUNCIL RESOLUTION

M10/0917

Moved Cr Buckland

Seconded Cr Brown

That the monthly financial report for the month of August 2017 be accepted and material variances be noted.

CARRIED 9/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 August 2017**

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,228,040.00	2,913,449.00	2,909,927.34	(3,521.66)	
Governance	6,100.00	748.00	541.01	(206.99)	
Law, Order & Public Safety	186,149.00	24,176.00	25,001.18	825.18	
Health	100.00	0.00	0.00	0.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	17,558.00	16,017.65	(1,540.35)	
Community Amenities	198,279.00	178,901.00	182,125.39	3,224.39	
Recreation & Culture	2,691,835.00	59,261.00	60,945.82	1,684.82	
Transport	7,016,564.00	222,035.00	175,059.00	(46,976.00)	Allocated MRWA Direct Grant funding reduced post Budget adoption (\$46,842).
Economic Activities	81,500.00	16,164.00	21,341.40	5,177.40	
Other Property & Services	43,100.00	16,332.00	21,363.51	5,031.51	
Total Operating Revenue	14,855,570.00	3,448,624.00	3,412,322.30	(36,301.70)	
Operating Expenditure					
General Purpose Funding	(179,989.00)	(28,830.00)	(23,527.45)	5,302.55	
Governance	(249,780.00)	(48,073.00)	(47,563.14)	509.86	
Law, Order & Public Safety	(448,152.00)	(86,027.00)	(79,235.58)	6,791.42	
Health	(148,255.00)	(24,149.00)	(19,961.13)	4,187.87	
Education & Welfare	(78,374.00)	(7,562.00)	(9,923.47)	(2,361.47)	
Housing	(257,109.00)	(42,772.00)	(41,565.31)	1,206.69	
Community Amenities	(623,763.00)	(67,219.00)	(63,147.49)	4,071.51	
Recreation & Culture	(1,043,277.00)	(156,587.00)	(156,832.65)	(245.65)	
Transport	(2,203,252.00)	(309,932.00)	(302,026.31)	7,905.69	
Economic Activities	(494,577.00)	(57,726.00)	(52,870.11)	4,855.89	
Other Property & Services	3,651.00	(3,401.00)	(82,022.65)	(78,621.65)	POC & PWOH allocation variations.
Total Operating Expenditure	(5,722,877.00)	(832,278.00)	(878,675.29)	(46,397.29)	
Net Operating	9,132,693.00	2,616,346.00	2,533,647.01	(82,698.99)	
Capital Income					
Self-Supporting Loan - Principal Repayment	14,411.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	211,000.00	120,000.00	120,000.00	0.00	
Total Capital Income	225,411.00	120,000.00	120,000.00	0.00	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 August 2017**

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(6,534,594.00)	(52,094.00)	(58,459.42)	(6,365.42)	
Plant and Equipment	(531,000.00)	(324,000.00)	(324,000.00)	0.00	
Office Furniture and Equipment	(50,500.00)	0.00	0.00	0.00	
Road Construction	(3,700,515.00)	(77,000.00)	(78,578.81)	(1,578.81)	
Other Infrastructure	(4,343,000.00)	(25,000.00)	(23,611.57)	1,388.43	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	(7,272.00)	(7,272.46)	(0.46)	
Total Capital Expenditure	(15,228,818.00)	(485,366.00)	(491,922.26)	(6,556.26)	
Net Capital	(15,003,407.00)	(365,366.00)	(371,922.26)	(6,556.26)	
Adjustments					
Depreciation Written Back	1,691,589.00	274,685.00	301,933.53	27,248.53	Depreciation expensed greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	0.00	0.00	
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	(4,000.00)	(6,332.00)	(6,529.00)	(197.00)	
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	
Add Funding From					
Transfer (To)/From Reserves	390,448.00	0.00	0.00	0.00	
New Loan Funds	1,521,151.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	2,271,526.00	2,271,526.00	2,271,526.49	0.49	
Total Adjustments	5,870,714.00	2,539,879.00	2,566,931.02	27,052.02	
CLOSING SURPLUS/(DEFICIT)	0.00	4,790,859.00	4,728,655.77	(62,203.23)	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 August 2017	
Description	YTD Actual 2017/18
Current Assets	
Cash at Bank	820,927.58
Cash - Unrestricted Investments	1,652,497.59
Cash - Restricted Reserves	2,285,770.33
Cash on Hand	300.00
Accounts Receivable	2,751,191.05
Self-Supporting Loan - Current	14,411.41
Inventory - Fuel	7,214.76
Total Current Assets	7,532,312.72
Current Liabilities	
Accounts Payable	(247,807.54)
Loan Liability - Current	(61,936.62)
Annual Leave Liability - Current	(175,992.28)
Long Service Leave Liability - Current	(140,242.31)
Doubtful Debts	(168,489.59)
Total Current Liabilities	(794,468.34)
Adjustments	
Less Restricted Reserves	(2,285,770.33)
Less Self Supporting Loan Income	(14,411.41)
Add Leave Reserves - Cash Backed	229,056.51
Add Loan Principal Expense	61,936.62
Total Adjustments	(2,009,188.61)
NET CURRENT ASSETS	4,728,655.77

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 August 2017**

Description	Actual 2016/17	YTD Actual 2017/18	Movement
Current Assets			
Cash and Cash Equivalents	4,705,857.09	4,759,495.50	53,638.41
Accounts Receivable	618,061.15	2,751,191.05	2,133,129.90
Self-Supporting Loan - Current	14,411.41	14,411.41	0.00
Inventory	13,591.69	7,214.76	(6,376.93)
Total Current Assets	5,351,921.34	7,532,312.72	2,180,391.38
Current Liabilities			
Accounts Payable	(524,545.44)	(247,807.54)	276,737.90
Loan Liability - Current	(69,209.08)	(61,936.62)	7,272.46
Annual Leave Liability - Current	(175,992.28)	(175,992.28)	0.00
Long Service Leave Liability - Current	(140,242.31)	(140,242.31)	0.00
Doubtful Debts	(168,489.59)	(168,489.59)	0.00
Total Current Liabilities	(1,078,478.70)	(794,468.34)	284,010.36
Non-Current Assets			
Non-Current Debtors	106,148.59	106,148.59	0.00
Land and Buildings	18,496,080.21	18,461,294.87	(34,785.34)
Plant and Equipment	1,987,610.88	2,138,970.00	151,359.12
Furniture and Equipment	172,475.58	164,684.18	(7,791.40)
Infrastructure	25,376,340.35	25,336,803.24	(39,537.11)
Self-Supporting Loan - Non Current	74,124.94	74,124.94	0.00
Total Non-Current Assets	46,212,780.55	46,282,025.82	69,245.27
Non-Current Liabilities			
Loan Liability - Non Current	(1,000,521.50)	(1,000,521.50)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(30,300.18)	(30,300.18)	0.00
Total Non-Current Liabilities	(1,030,821.68)	(1,030,821.68)	0.00
Net Assets	49,455,401.51	51,989,048.52	2,533,647.01
Equity			
Accumulated Surplus	(36,673,960.94)	(39,207,607.95)	(2,533,647.01)
Reserves - Cash Backed	(2,285,770.33)	(2,285,770.33)	0.00
Reserve - Revaluations	(10,495,670.24)	(10,495,670.24)	0.00
Total Equity	(49,455,401.51)	(51,989,048.52)	(2,533,647.01)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 August 2017		
Description	Budget 2017/18	YTD Actual 2017/18
Income		
Rates	2,669,880.00	2,806,247.91
Operating Grants, Subsidies and Contributions	2,271,419.00	285,147.31
Profit On Asset Disposal	12,000.00	6,529.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	231,788.47
Interest Earnings	103,888.00	4,150.84
Other Revenue	60,500.00	9,808.23
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	75,834.00
Total Income by Nature & Type	14,879,636.00	3,419,505.76
Expenditure		
Employee Costs	(2,134,739.00)	(301,056.31)
Materials & Contracts	(1,840,463.00)	(125,284.28)
Utilities	(208,638.00)	(28,518.55)
Depreciation On Non-Current Assets	(1,691,589.00)	(301,933.53)
Interest Expenses	(34,504.00)	(359.42)
Insurance Expenses	(168,227.00)	(107,993.46)
Other Expenditure	(81,975.00)	(28,719.61)
Loss On Asset Disposal	(8,000.00)	0.00
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(6,168,135.00)	(893,865.16)
Allocations		
Reallocation Codes Expenditure	421,192.00	8,006.41
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	8,006.41
Net Operating by Nature & Type	9,132,693.00	2,533,647.01

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2017**

Job #	Job Description	YTD Actual 2017/18
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	1,371.98
RR002	Athol Rd (RoadID: 26) (Maintenance)	1,982.18
RR003	Avoca Rd (RoadID: 98) (Maintenance)	476.82
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	0.00
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	1,501.06
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	3,854.95
RR008	Barrington Rd (RoadID: 13) (Maintenance)	0.00
RR009	Batemans Rd (RoadID: 78) (Maintenance)	0.00
RR010	Batys Rd (RoadID: 60) (Maintenance)	879.01
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	0.00
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	0.00
RR013	Beringer Rd (RoadID: 29) (Maintenance)	3,084.94
RR014	Bethany Rd (RoadID: 148) (Maintenance)	0.00
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	0.00
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	0.00
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	0.00
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	0.00
RR022	Carrs Rd (RoadID: 47) (Maintenance)	0.00
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	0.00
RR024	Caudle Rd (RoadID: 140) (Maintenance)	0.00
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	5,253.52
RR027	Collins Rd (RoadID: 66) (Maintenance)	0.00
RR028	Cookes Rd (RoadID: 61) (Maintenance)	0.00
RR029	Corberding Rd (RoadID: 43) (Maintenance)	0.00
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)	0.00
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	275.41
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	0.00
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	3,407.38
RR036	Drapers Rd (RoadID: 79) (Maintenance)	0.00
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	694.50
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	212.81
RR039	Ewert Rd (RoadID: 27) (Maintenance)	3,133.96

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2017**

Job #	Job Description	YTD Actual 2017/18
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	544.93
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	1,121.63
RR043	Gors Rd (RoadID: 30) (Maintenance)	0.00
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	0.00
RR045	Heals Rd (RoadID: 95) (Maintenance)	1,986.81
RR046	Hills Rd (RoadID: 76) (Maintenance)	0.00
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	0.00
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	154.09
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	2,674.20
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	415.44
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	1,395.54
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,694.16
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	0.00
RR060	Lennard Rd (RoadID: 58) (Maintenance)	0.00
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	0.00
RR063	Maitland Rd (RoadID: 39) (Maintenance)	0.00
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	0.00
RR065	Manns Rd (RoadID: 59) (Maintenance)	0.00
RR066	Manuels Rd (RoadID: 37) (Maintenance)	713.47
RR067	Mawson Rd (RoadID: 100) (Maintenance)	6,530.90
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	0.00
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	0.00
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	0.00
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	5,591.96
RR075	Murrays Rd (RoadID: 71) (Maintenance)	0.00
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	0.00
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	1,378.00
RR079	Patten Rd (RoadID: 53) (Maintenance)	529.79

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2017**

Job #	Job Description	YTD Actual 2017/18
RR080	Petchells Rd (RoadID: 38) (Maintenance)	1,500.91
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	0.00
RR082	Pike Rd (RoadID: 45) (Maintenance)	0.00
RR083	Potts Rd (RoadID: 14) (Maintenance)	486.62
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	908.13
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	0.00
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	0.00
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	2,951.52
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	111.70
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)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	0.00
RR095	Simmons Rd (RoadID: 101) (Maintenance)	323.14
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	2,887.48
RR098	Smith Rd (RoadID: 72) (Maintenance)	0.00
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	1,230.81
RR100	Spavens Rd (RoadID: 44) (Maintenance)	0.00
RR101	Springhill Rd (RoadID: 23) (Maintenance)	0.00
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	540.41
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	0.00
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	0.00
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	317.56
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	0.00
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	0.00
RR109	Walgy Rd (RoadID: 42) (Maintenance)	0.00
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	234.23
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	301.58
RR114	Westdale Rd (RoadID: 166) (Maintenance)	2,838.67
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	5,080.80

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 August 2017**

Job #	Job Description	YTD Actual 2017/18
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	641.63
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	21,226.82
RR999	Rural Roads Various (Maintenance)	6,912.60
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	99,354.05
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	566.86
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
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)	347.04
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	58.56
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	58.94
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	502.02
TS015	Elizabeth St (RoadID: 131) (Maintenance)	58.56
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	258.01
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)	1,323.13
TS022	Harper St (RoadID: 109) (Maintenance)	117.13
TS023	Hope St (RoadID: 115) (Maintenance)	2,444.55
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	70.44
TS026	Hunt Rd (Maintenance)	3,059.14
TS027	Husking St (RoadID: 117) (Maintenance)	191.41
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	244.12
TS030	Langsford St (RoadID: 152) (Maintenance)	58.94

<p align="center">SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 August 2017</p>		
Job #	Job Description	YTD Actual 2017/18
TS031	Lennard St (RoadID: 113) (Maintenance)	117.13
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	488.01
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	58.56
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	24.31
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	0.00
TS042	Richardson St (RoadID: 124) (Maintenance)	0.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	199.26
TS045	Shed St (RoadID: 136) (Maintenance)	58.56
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	1,195.18
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	2,881.58
Sub Total	Town Streets Maintenance	14,381.44
Total	Road Maintenance	113,735.49

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 August 2017						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
2316440	Reserve Funds Bendigo					
	Long Service Leave	99,175.45				
	Office Equipment	20,839.71				
	Airfield Emergency	37,259.48				
	Plant	210,493.53				
	Bush Fire Fighters	120,195.85				
	Building	402,229.01				
	Recreation Ground	389,632.27				
	Cropping Committee	378,493.86				
	Avon River Development	24,158.64				
	Annual Leave	129,881.06				
	Community Bus	31,870.39				
	Road Construction	365,825.93				
	Senior Housing	75,715.15	2,285,770.33	3 mths	2.65%	21/12/2017
2902-40204	Online Saver ANZ	128.27	128.27	Ongoing	0.00%	Ongoing
2367874	Term Deposit Bendigo	402,369.32	402,369.32	4 mths	2.35%	22/12/2017
2288671	Term Deposit Bendigo	450,000.00	450,000.00	3 mths	2.45%	1/09/2017
2297462	Term Deposit Bendigo	400,000.00	400,000.00	4 mths	2.55%	13/10/2017
2297465	Term Deposit Bendigo	400,000.00	400,000.00	5 mths	2.55%	13/11/2017
	Total		3,938,267.92			

Term Deposit 2288671 has been reinvested for 4 months @ 2.35%

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 19 September 2017
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: August 2017 – List of Accounts

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of August 2017.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2017/18 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 2017/18 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:

August 2017:

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

Cheque vouchers

02 AUG 2017	1593-1593	(1)	\$	107.62	(authorised by DCEO S Marshall and Cr K Murray)
08 AUG 2017	1594-1595	(2)	\$	490.85	(authorised by CEO S Gollan and DCEO S Marshall)
11 AUG 2017	1596-1598	(3)	\$	3,488.55	(authorised by CEO S Gollan and Cr D White)
18 AUG 2017	1599-1601	(3)	\$	2,531.77	(authorised by CEO S Gollan and DCEO S Marshall)
30 AUG 2017	1603-1605	(3)	\$	9,607.11	(authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for AUG 2017 incl \$ \$ 16,427.03 previously paid

EFT vouchers

02 AUG 2017	EFT 2537-2540	(4)	\$	120,833.16	(authorised by DCEO S Marshall and Cr K Murray)
08 AUG 2017	EFT 2541-2570	(29)	\$	40,374.13	(authorised by CEO S Gollan and DCEO S Marshall)
10 AUG 2017	1-39	(39)	\$	52,808.81	(authorised by DCEO S Marshall and Cr D White)
11 AUG 2017	EFT 2573-2605	(33)	\$	244,761.94	(authorised by CEO S Gollan and Cr D White)
18 AUG 2017	EFT 2607-2621	(15)	\$	242,527.68	(authorised by CEO S Gollan and DCEO S Marshall)
24 AUG 2017	1-39	(39)	\$	53,329.63	(authorised by CEO S Gollan and Cr K Murray)
30 AUG 2017	EFT 2624-2653	(30)	\$	70,560.24	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for AUG 2017 incl \$ 825,195.59 previously paid.

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

Cheque vouchers

Total of cheque vouchers for AUG 2017 incl \$ 0.00 previously paid.

EFT vouchers

11 AUG 2017	EFT 2571-2572	(2)	\$	2,158.91	(authorised by CEO S Gollan and Cr D White)
30 AUG 2017	EFT 2623-2623	(1)	\$	50.00	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for AUG 2017 incl \$ 2,208.91 previously paid.

(3) **Direct Debit** Payments totalling \$ 88,267.43 previously paid.

(4) **Credit Card** Payments totalling \$ 4,289.39 previously paid.

COUNCIL RESOLUTION

M11/0917

Moved Cr Buckland

Seconded Cr Brown

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August 2017:

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(3) Direct Debit Payments totalling \$ 88,267.43 previously paid.

(4) Credit Card Payments totalling \$ 4,289.39 previously paid.

CARRIED 9/0

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
#cheque	1593	02-Aug-2017	Water Corporation	Water Acct	(107.62)	
#cheque	1594	08-Aug-2017	Beverley Medical Practice	Immunisation - Private 18 x Employees @ \$20.00 ea (Flu Vax)	(396.00)	
#cheque	1595	08-Aug-2017	Beverley Pharmacy	Injection Script - Josh Barker	(94.85)	
#cheque	1596	11-Aug-2017	ACMA - Australian Comm & Media Authority	Land Mobile Appart Lic Renewal Lic 252869/1 exp: 2/09/2018	(109.00)	
#cheque	1597	11-Aug-2017	Synergy	Power Accts	(2,186.05)	
#cheque	1598	11-Aug-2017	Telstra	Telephone Acct	(1,193.50)	
#cheque	1599	18-Aug-2017	Origin Energy Retail Ltd	5 Wright St: 2017/18 45 kg Gas Cylinder Rental	(29.00)	
#cheque	1600	18-Aug-2017	Synergy	Power Accts	(1,068.70)	
#cheque	1601	18-Aug-2017	Telstra	Telephone Acct	(1,434.07)	
#cheque	1602	29-Aug-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	
#cheque	1603	30-Aug-2017	Beverley Medical Practice	Pre-Employment Medical Examination - Karl Sartori	(108.00)	
#cheque	1604	30-Aug-2017	Synergy	Water use - Rec Grnds: 8 Jun - 8 Aug 17	(173.90)	
#cheque	1605	30-Aug-2017	Water Corporation	Water Acct	(9,325.21)	(16,427.03)
EFT Pymt	EFT 2537	02-Aug-2017	LGIS (Jardine Lloyd Thompson P/L)	2017/18 Motor Vehicle Insurance	(40,358.06)	
EFT Pymt	EFT 2538	02-Aug-2017	LGIS (LGISWA)	2017/18 Property Insurance - 1 of 2 Instalments	(77,875.29)	
EFT Pymt	EFT 2539	02-Aug-2017	Landgate	Gross Rental Valuations Chargeable dated: 20/05 - 16/06 2017	(319.81)	
EFT Pymt	EFT 2540	02-Aug-2017	Natway Furniture & Construction	Improvements to Niche Wall - Anglican Cemetery	(2,280.00)	(120,833.16)
EFT Pymt	EFT 2541	08-Aug-2017	Asia Pacific Construction Materials P/L (APCM)	15 x Bulk Bags Cement - Top Beverley - York Rd	(2,062.50)	
EFT Pymt	EFT 2542	08-Aug-2017	BOC Limited	2017-06 June Cylinder Rental	(29.23)	
EFT Pymt	EFT 2543	08-Aug-2017	Beverley CRC (Community Resource Centre)	Production of Blarney for Printing for July 2017	(1,000.00)	
EFT Pymt	EFT 2544	08-Aug-2017	Beverley Country Kitchen (BCK)	Catering - Council Meeting 25 July 2017 (10 people)	(250.00)	
EFT Pymt	EFT 2545	08-Aug-2017	Beverley Post News and Gifts	June 2017 Purchases	(55.28)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2546	08-Aug-2017	Beverley Tyre Service	June 2017 Tyre Purchases	(1,456.00)	
EFT Pymt	EFT 2547	08-Aug-2017	C & D Cutri	Repairs to Railing on Bridge 729 Vincent Street	(2,420.00)	
EFT Pymt	EFT 2548	08-Aug-2017	Catherine Lavinia Anne Sofoulis	Rates refund for assessment A88 97 BROOKING ST BEVERLEY 6304	(257.49)	
EFT Pymt	EFT 2549	08-Aug-2017	Country Copiers Northam	Copy Charges - IRA-8295: 1 June - 24 July 2017	(823.37)	
EFT Pymt	EFT 2550	08-Aug-2017	Covs	Super Glue Lock tile	(43.78)	
EFT Pymt	EFT 2551	08-Aug-2017	Dieter Prussner	LB1708: 25% Deposit to start the project - 1:5 scale model of the historic aircraft Silver Centenary""	(3,671.75)	
EFT Pymt	EFT 2552	08-Aug-2017	Donald Terrance Creedon	Refund of debtor credit balance due to overpayment of rent: E Bryan - Hunt Rd Village	(265.00)	
EFT Pymt	EFT 2553	08-Aug-2017	Game On Contracting	Cartage of 5 loads of Gravel from Butterworth to Ski Lake Road (16 cubic metres per load)	(660.00)	
EFT Pymt	EFT 2554	08-Aug-2017	IT Vision User Group Inc	It Vision Usergroup Membership Fee - 2017/2018	(715.00)	
EFT Pymt	EFT 2555	08-Aug-2017	JR & A Hersey P/L	Various Supplies	(2,169.20)	
EFT Pymt	EFT 2556	08-Aug-2017	JSF Brushes	6 x Road Broom Brushes	(1,881.00)	
EFT Pymt	EFT 2557	08-Aug-2017	Kimberley Leonard Boulton	Onsite Archiving 12 to 13th July 17	(2,252.25)	
EFT Pymt	EFT 2558	08-Aug-2017	LHAAC - Local Health Authorities Analytical Committee	2017/18 Analytical services subscription based on 1,570 population	(500.50)	
EFT Pymt	EFT 2559	08-Aug-2017	Officeworks	3 x Financial Year Diary 1 x A4 & 2 x A5	(56.86)	
EFT Pymt	EFT 2560	08-Aug-2017	Quairading Earthmoving	MUN1707 & 1713: Dozer Hire	(6,600.00)	
EFT Pymt	EFT 2561	08-Aug-2017	RJ Jas - All Mechanical & Electronics (Richard Jas)	2 x plugs & 2 x 20L add blue	(123.50)	
EFT Pymt	EFT 2562	08-Aug-2017	Red Fish Technologies	Service and Support Renewal 1st July - 30 Jun 17/18 (Memorial Park CCTV)	(2,640.00)	
EFT Pymt	EFT 2563	08-Aug-2017	SWP Australia Pty Ltd	RTR1703: Top Beverley Rd: Spirally Wound Pipe	(6,153.24)	
EFT Pymt	EFT 2564	08-Aug-2017	State Library of WA (LISWA)	Delivery of Better Beginnings Program - 2017/18	(66.00)	
EFT Pymt	EFT 2565	08-Aug-2017	The Lifting Company (TLC)	Various Supplies	(594.00)	
EFT Pymt	EFT 2566	08-Aug-2017	Toll Ipec P/L (Courier Aust)	Snap - 6 x Purchase Order Books	(10.49)	
EFT Pymt	EFT 2567	08-Aug-2017	Unique Strokes WA	LBN1802: Unit 5 Hunt Rd Village: Paint Interior throughout as per quote #1515	(2,620.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2568	08-Aug-2017	WA Contract Ranger Services	Ranger Services (4/07 - 14/07)	(420.75)	
EFT Pymt	EFT 2569	08-Aug-2017	Waterman Irrigation	Standpipe remote access support Jul - Dec 2017 (6 Months) Brooking St and Balkuling Rd Standpipes	(514.80)	
EFT Pymt	EFT 2570	08-Aug-2017	ZircoData Pty Ltd	141 x A1 Storage-Archive Box	(62.14)	(40,374.13)
EFT Pymt	EFT 2573	11-Aug-2017	AAA Asphalt Surfaces	AGRN743 - Coldmix 4 x Bulka Bag	(1,430.00)	
EFT Pymt	EFT 2574	11-Aug-2017	AITC Specialists P/L	2017-08 Aug Fuel Tax Credits	(163.57)	
EFT Pymt	EFT 2575	11-Aug-2017	ASB Marketing P/L	Uniform Order - Valery Seeber	(170.39)	
EFT Pymt	EFT 2576	11-Aug-2017	Air and Power	PSP99 - Yearly service/ safety check on workshop air compressor	(448.80)	
EFT Pymt	EFT 2577	11-Aug-2017	Australia Post	Jul 2017 Postage	(463.45)	
EFT Pymt	EFT 2578	11-Aug-2017	Avon Concrete	Extend Culverts on Top Beverley Rd - Progress Payment 11/07 to 21/07 2017	(42,042.55)	
EFT Pymt	EFT 2579	11-Aug-2017	Avon Waste	1,969 x Bin Collection & 1 x Recycling Collection	(4,339.45)	
EFT Pymt	EFT 2580	11-Aug-2017	BDF - Beverley Dome Fuel & Hire	3000 L Diesel @ \$1.1353 per L	(3,405.90)	
EFT Pymt	EFT 2581	11-Aug-2017	BSL - Building Commission	July Collections x 4	(518.66)	
EFT Pymt	EFT 2582	11-Aug-2017	Beverley Agricultural Society	Beverley Agricultural Show 2017 - Sponsorship - Pearl Barley	(350.00)	
EFT Pymt	EFT 2583	11-Aug-2017	Beverley Country Kitchen (BCK)	First Aid Course - Sandwiches for 16 people 1 Aug & Sandwiches for 14 people 2 Aug 2017	(315.00)	
EFT Pymt	EFT 2584	11-Aug-2017	Beverley Electrical Services (BES)	Various Electrical Maintenance Jobs for July 2017	(1,325.23)	
EFT Pymt	EFT 2585	11-Aug-2017	Beverley Gas & Plumbing	Beverley Caravan Park - Replace broken tap over gully in bay	(194.21)	
EFT Pymt	EFT 2586	11-Aug-2017	CTF - Construction Training Fund (BCTIF)	Jul 17 Collections x 1	(508.11)	
EFT Pymt	EFT 2587	11-Aug-2017	Cannon Hygiene	Various Buildings: 2017/18 Annual Hygiene Servicing	(3,015.61)	
EFT Pymt	EFT 2588	11-Aug-2017	Dawsons Concrete & Reinforcing	Progress payment for earthworks on various footpaths	(25,376.00)	
EFT Pymt	EFT 2589	11-Aug-2017	Diane Michelle Ugle	Rates refund for assessment A51267 17 BROCKMAN ST BEVERLEY 6304	(1,000.00)	
EFT Pymt	EFT 2590	11-Aug-2017	Elders Rural Services Aust Ltd	12 x Star Pickets, 5 x Pipe and 1 x Gripples	(214.00)	
EFT Pymt	EFT 2591	11-Aug-2017	Filters Plus	PLDR03 - Transmission Filter	(49.56)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2592	11-Aug-2017	Guildford Garden Machinery	Various Purchases - Other Sundry Plant	(255.50)	
EFT Pymt	EFT 2593	11-Aug-2017	Homestyle Flooring	LBN1802: 35M2 Vinyl plank flooring, 1 bucket adhesive, 1 trowel blade (Unit 5, Hunt Rd Village)	(1,527.00)	
EFT Pymt	EFT 2594	11-Aug-2017	IT Vision	2017-18 Annual License Fees - Synergy Soft	(22,617.10)	
EFT Pymt	EFT 2595	11-Aug-2017	LGPA - Local Government Professionals Aust WA (LGMA)	2017-18 Membership Subscription	(521.00)	
EFT Pymt	EFT 2596	11-Aug-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 2597	11-Aug-2017	MJB Industries	Concrete Products as per quote #00026652	(19,377.60)	
EFT Pymt	EFT 2598	11-Aug-2017	Michael Wilson	2017-08 August: Photocopying & delivery of Blarney	(250.00)	
EFT Pymt	EFT 2599	11-Aug-2017	Officeworks	Stationary Order - July 2017	(1,350.97)	
EFT Pymt	EFT 2600	11-Aug-2017	PCS - Perfect Computer Solutions	Computer Support 06/07 - 27/07	(297.50)	
EFT Pymt	EFT 2601	11-Aug-2017	Snap Osborne Park	6 x Purchase Order Books in Triplicate - as per Quote F034-2209	(412.50)	
EFT Pymt	EFT 2602	11-Aug-2017	Trackspares	2x 6 x 8" cutting edge PGRD04	(5,192.00)	
EFT Pymt	EFT 2603	11-Aug-2017	Twinkarri P/L	Various Roads: Tree Lopping and Pruning	(84,480.00)	
EFT Pymt	EFT 2604	11-Aug-2017	WA Contract Ranger Services	Ranger Services: 18 - 28 Jul 17	(514.25)	
EFT Pymt	EFT 2605	11-Aug-2017	WALGA - WA Loc Gov Assoc	WALGA membership & subscription services to 30 Jun 2018	(22,595.03)	(244,761.94)
EFT Pymt	EFT 2607	18-Aug-2017	BOC Limited	2017-07 July Cylinder Rental	(30.22)	
EFT Pymt	EFT 2608	18-Aug-2017	Barend Stephanus de Beer	Reimbursement for landline and Internet costs as per Stefan's package	(95.07)	
EFT Pymt	EFT 2609	18-Aug-2017	Beverley Farm Services (BFS)	Uniform Order - Danny Gibson	(496.95)	
EFT Pymt	EFT 2610	18-Aug-2017	Beverley Supermarket & Liquor (IGA)	July 2017 Purchases	(465.71)	
EFT Pymt	EFT 2611	18-Aug-2017	Bunnings Building Supplies P/L	LBN1802: Assorted Goods - Hunt Rd Village: Unit 5	(1,578.43)	
EFT Pymt	EFT 2612	18-Aug-2017	Filters Plus	PROL02 - BE026 Fuel Filter	(94.44)	
EFT Pymt	EFT 2613	18-Aug-2017	Hitachi Construction Machinery	Asset 20004 (PGRD05) 2017 John Deere 670G Grader - BE029	(224,400.00)	
EFT Pymt	EFT 2614	18-Aug-2017	ICS Building Surveyors	Beverley Cornerstone Project - 2.2 Certificate of Design Compliance	(1,595.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2615	18-Aug-2017	John Hansen	Reimbursement for various purchases made by John Hansen	(98.45)	
EFT Pymt	EFT 2616	18-Aug-2017	McNaughtans P/L	100 x Trap clips for the marquee	(165.00)	
EFT Pymt	EFT 2617	18-Aug-2017	PCS - Perfect Computer Solutions	Avondale Discovery Farm - Computer set-up	(425.00)	
EFT Pymt	EFT 2618	18-Aug-2017	Perth Patio Magic P/L	LB1708 - Shelter over Vampire Jet - Hunt Rd: Final Pay	(10,030.00)	
EFT Pymt	EFT 2619	18-Aug-2017	Toll Ipec P/L (Courier Aust)	Snap - 1,300 Shire Information Booklets	(22.09)	
EFT Pymt	EFT 2620	18-Aug-2017	Valley Airconditioning & Refrigeration	LBN1802 - Daikin Split System, Unit 5. (Remove old system and install the new)	(2,400.20)	
EFT Pymt	EFT 2621	18-Aug-2017	WA Contract Ranger Services	Ranger Services: 4 - 10 Aug 17	(631.12)	(242,527.68)
EFT Pymt	EFT 2622	21-Aug-2017	Toyota Finance	BRMP Vehicle Loan 11 of 12 Payments	(1,366.38)	(1,366.38)
EFT Pymt	EFT 2624	30-Aug-2017	ASB Marketing P/L	Razor Polo with new logo - 18 Ladies & 22 Men @ \$27.50 ea	(1,210.00)	
EFT Pymt	EFT 2625	30-Aug-2017	Avon Concrete	Extend Culverts on Top Beverley Road - Progress Payment: 1/08 - 11/08 2017	(23,534.50)	
EFT Pymt	EFT 2626	30-Aug-2017	Avon Trading Co	Jul 2017 Hardware Purchases	(238.14)	
EFT Pymt	EFT 2627	30-Aug-2017	Avon Valley Toyota	Towing from Toodyay to Northam - Vehicle broke down	(189.64)	
EFT Pymt	EFT 2628	30-Aug-2017	Avon Waste	1,971 x Bin Collection & 1 x Recycling Collection	(5,252.27)	
EFT Pymt	EFT 2629	30-Aug-2017	BDF - Beverley Dome Fuel & Hire	4000 L Diesel @ 1.1457 per L	(4,582.80)	
EFT Pymt	EFT 2630	30-Aug-2017	Beverley CRC (Community Resource Centre)	Production of Blarney for Printing - Aug 17 plus Extra duties due to staff availability	(1,000.00)	
EFT Pymt	EFT 2631	30-Aug-2017	Beverley Country Kitchen (BCK)	Lunch and Sweets for 12 x people - Council Meeting 22 Aug 17	(300.00)	
EFT Pymt	EFT 2632	30-Aug-2017	Beverley Post News and Gifts	July 2017 Purchases	(77.51)	
EFT Pymt	EFT 2633	30-Aug-2017	Bunnings Building Supplies P/L	LBN1802 - Various Purchases: Unit 5 Refurbishment	(2,259.89)	
EFT Pymt	EFT 2634	30-Aug-2017	Filters Plus	Various Filters for BE021, BE038 & BE033	(962.72)	
EFT Pymt	EFT 2635	30-Aug-2017	Gibson Raison Settlements	LB1718 - Purchase of Lot 14 Great Southern Highway, Kokeby	(2,364.81)	
EFT Pymt	EFT 2636	30-Aug-2017	Holcim Australia Pty Ltd	Supply Concrete for Culvert Extensions - Top Beverley Rd	(8,344.49)	
EFT Pymt	EFT 2637	30-Aug-2017	Isweep Town & Country	Sweep Town Streets prior to Beverley Ag Show	(2,376.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2638	30-Aug-2017	John Hansen	Reimbursement for BRMPC Vehicle Maintenance Products	(55.97)	
EFT Pymt	EFT 2639	30-Aug-2017	LGIS (LGISWA)	Refund amount paid in error	(3,042.21)	
EFT Pymt	EFT 2640	30-Aug-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 2641	30-Aug-2017	LGSA - Local Gov Supervisors Assoc WA Inc	Works and Parks Conference 2017 - Steve Vincent	(929.50)	
EFT Pymt	EFT 2642	30-Aug-2017	Landgate	Valuation Fees: (UV Chargeable) 10/06 - 07/07 2017	(308.20)	
EFT Pymt	EFT 2643	30-Aug-2017	M&B Sales Pty Ltd	LBN1802 - Various Materials for Unit 5 Hunt Rd Village	(202.30)	
EFT Pymt	EFT 2644	30-Aug-2017	Marketforce Pty Ltd	Cornerstone Tender Advert - Sat 1/07 & Wed 5/07	(2,750.65)	
EFT Pymt	EFT 2645	30-Aug-2017	Shacks Holden	BE1 (PSDN10): 15,000K Service	(440.00)	
EFT Pymt	EFT 2646	30-Aug-2017	Shire of Corrigin	Wheatbelt South Regional Road Group - Chairperson Honorarium	(100.00)	
EFT Pymt	EFT 2647	30-Aug-2017	Snap Osborne Park	1,300 Printing of 2017 Shire Information Booklets	(3,255.00)	
EFT Pymt	EFT 2648	30-Aug-2017	St John Ambulance WA Ltd - Northam Depot	HLTAID003 - Provide First Aid - Training 2 August 2017	(4,620.00)	
EFT Pymt	EFT 2649	30-Aug-2017	State Law Publisher	Appointments Advert x 2 Government Gazette	(234.40)	
EFT Pymt	EFT 2650	30-Aug-2017	State Library of WA (LISWA)	Annual fee for Lost & Damaged Public Materials 2017-18	(220.00)	
EFT Pymt	EFT 2651	30-Aug-2017	WA Contract Ranger Services	Ranger Services: 16/08 - 23/08 2017	(607.75)	
EFT Pymt	EFT 2652	30-Aug-2017	ZircoData Pty Ltd	141 x A1 Storage - Archive Box	(60.49)	
EFT Pymt	EFT 2653	30-Aug-2017	Zurich Australian Insurance Ltd	Excess on claim 633552312 re BE015 reversing into vehicle	(1,000.00)	(70,560.24)
Direct Debit	DD 1275.1	08-Aug-2017	ClickSuper	Superwrap - Personal Super Plan	(773.79)	
Direct Debit	DD 1275.2	08-Aug-2017	ClickSuper	WA Super	(7,471.07)	
Direct Debit	DD 1275.3	08-Aug-2017	ClickSuper	BT Super For Life	(380.88)	
Direct Debit	DD 1275.4	08-Aug-2017	ClickSuper	MLC Super Fund	(91.20)	
Direct Debit	DD 1275.5	08-Aug-2017	ClickSuper	Australian Super	(188.66)	
Direct	DD	08-Aug-2017	ClickSuper	Colonial First State Super (Gibson Daniel)	(201.14)	(9,106.74)

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Debit	1275.6					
Direct Debit	DD 1286.1	22-Aug-2017	ClickSuper	Superwrap - Personal Super Plan	(773.79)	
Direct Debit	DD 1286.2	22-Aug-2017	ClickSuper	WA Super	(7,389.20)	
Direct Debit	DD 1286.3	22-Aug-2017	ClickSuper	BT Super For Life	(380.88)	
Direct Debit	DD 1286.4	22-Aug-2017	ClickSuper	MLC Super Fund	(91.20)	
Direct Debit	DD 1286.5	22-Aug-2017	ClickSuper	Australian Super	(182.25)	(8,817.32)
Direct Debit	24	01-Aug-2017	6 - Westnet Payments	Westnet Payments	(66.00)	(66.00)
Direct Debit	24	04-Aug-2017	7 - CBA Merchant Fee	CBA Merchant Fee	(119.34)	(119.34)
Direct Debit	24	04-Aug-2017	8 - ANZ Transactive Fee	ANZ Transactive Fee	(71.70)	(71.70)
Direct Debit	24	30-Aug-2017	9 - Vodafone Messaging	Vodafone Messaging	(82.50)	(82.50)
Direct Debit	24	01-Aug-2017	3 - Payments for DoT	Payments for DoT	(3,798.80)	
Direct Debit	24	02-Aug-2017	3 - Payments for DoT	Payments for DoT	(8,060.05)	
Direct Debit	24	03-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,559.75)	
Direct Debit	24	04-Aug-2017	3 - Payments for DoT	Payments for DoT	(1,504.70)	
Direct Debit	24	07-Aug-2017	3 - Payments for DoT	Payments for DoT	(1,162.70)	
Direct Debit	24	08-Aug-2017	3 - Payments for DoT	Payments for DoT	(427.30)	
Direct Debit	24	09-Aug-2017	3 - Payments for DoT	Payments for DoT	(6,044.05)	
Direct Debit	24	10-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,543.70)	
Direct Debit	24	11-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,152.80)	
Direct Debit	24	14-Aug-2017	3 - Payments for DoT	Payments for DoT	(935.45)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	24	15-Aug-2017	3 - Payments for DoT	Payments for DoT	(1,327.15)	
Direct Debit	24	16-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,229.05)	
Direct Debit	24	17-Aug-2017	3 - Payments for DoT	Payments for DoT	(6,415.80)	
Direct Debit	24	18-Aug-2017	3 - Payments for DoT	Payments for DoT	(1,241.95)	
Direct Debit	24	21-Aug-2017	3 - Payments for DoT	Payments for DoT	(632.20)	
Direct Debit	24	22-Aug-2017	3 - Payments for DoT	Payments for DoT	(4,444.15)	
Direct Debit	24	23-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,554.45)	
Direct Debit	24	24-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,960.60)	
Direct Debit	24	25-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,066.25)	
Direct Debit	24	28-Aug-2017	3 - Payments for DoT	Payments for DoT	(7,486.25)	
Direct Debit	24	29-Aug-2017	3 - Payments for DoT	Payments for DoT	(664.40)	
Direct Debit	24	30-Aug-2017	3 - Payments for DoT	Payments for DoT	(2,755.35)	
Direct Debit	24	31-Aug-2017	3 - Payments for DoT	Payments for DoT	(4,670.55)	(68,637.45)
Direct Debit	EFT 2606	14-Aug-2017	Credit Card - Shire of Beverley	Various Purchases	(4,289.39)	(4,289.39)
PAYMENTS RAISED IN CURRENT MONTH					(828,041.00)	(828,041.00)
WAGES & SALARIES						
EFT Pymt		10-Aug-2017	Wages & Salaries	FE - 10 August 2017	(52,808.81)	
EFT Pymt		24-Aug-2017	Wages & Salaries	FE - 24 August 2017	(53,329.63)	
WAGES & SALARIES					(106,138.44)	(106,138.44)

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
#cheque	1594	08-Aug-2017	Beverley Medical Practice	Immunisation - Private 18 x Employees @ \$20.00 ea (Flu Vax)	396.00	
#cheque	1602	29-Aug-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	201.13	
#cheque	1603	30-Aug-2017	Beverley Medical Practice	Pre-Employment Medical Examination - Karl Sartori	108.00	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					705.13	705.13
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
Cheque #	1577	30-Jun-2017	Beverley Medical Practice	Pre-Employment Medical: Daniel Gibson	(120.00)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(120.00)	(120.00)
TRANSFERS to TRUST						
TRANSFERS to TRUST					0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
IT VISION REQUEST	1602	29-Aug-2017	Colonial First State Super (Gibson Daniel)	IT VISION REQUEST - Payment was not showing in Nat's recon	(201.13)	
OTHER AMENDMENTS/GENERAL JOURNALS					(201.13)	(201.13)
INVESTMENTS						
INVESTMENTS					0.00	0.00
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT						(933,795.44)
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
Credit card	SO46949 2	11-Jul-2017	Komatsu Australia Pty Ltd	Drive Shaft Bearing: PLDR02	650.54	
Credit card	1707JUL	17-Jul-2017	JS Technology Digital	Stefan's Tablet: Screen Repair	278.00	
Credit card	19JUL07	19-Jul-2017	WWC	Working with children check - John Hansen	84.00	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Credit card	24JUNE07	24-Jul-2017	Department of Transport	Change Plates 1GHZ857 > BE541	16.90	
Credit card	278	25-Jul-2017	WAB Builders	Steel Roo Bar - BE035 (PUTE11) Inc Fitting	1,545.00	
Credit card	30JUN:17	30-Jul-2017	Harvey Norman	1 x DJI Phantom 4 Drone, 1 memory card and 1 memory card reader	1,714.95	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					4,289.39	
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
EFT Pymt	EFT 2571	11-Aug-2017	Jordall Eades	REFUND OF GYM KEY BOND (REC 8913)	(50.00)	
EFT Pymt	EFT 2572	11-Aug-2017	Shire of Beverley	TRANSFER FROM TRUST TO MUNICIPAL RATES PAYMENT WRONGLY BANKED	(2,108.91)	
EFT Pymt	EFT 2623	30-Aug-2017	Eden Cohen	REFUND OF GYM KEY BOND (REC 9757)	(50.00)	
PAYMENTS RAISED IN CURRENT MONTH					(2,208.91)	(2,208.91)
PAYMENTS UNPRESENTED IN CURRENT BANK #						
PAYMENTS UNPRESENTED IN CURRENT BANK #					0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
OTHER AMENDMENTS/GENERAL JOURNALS					0.00	0.00
TOTAL EXPENDITURE for TRUST ACCOUNT						(2,208.91)
TOTAL EXPENDITURE as reconciled to the AUGUST 2017 BANK STATEMENTS						
Municipal Account Expenditure						(933,795.44)
Trust Account Expenditure						(2,208.91)
TOTAL EXPENDITURE for AUGUST 2017						(936,004.35)

11.3 Rates Write Off – Transfer of Land

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 29 August 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0439
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider authorising the write-off of all outstanding rates and interest on Lots 14, 45 & 46 Great Southern Highway. Ownership of these blocks have now been signed over to the Shire of Beverley.

BACKGROUND

Council had made the offer to the ratepayer's in this instance that the outstanding Rates on Lots 14, 45 & 46 Great Southern Highway be expunged and that Council would pay settlement costs. The ratepayer agreed and has now completed the transfer of land to the Shire of Beverley

COMMENT

The affected properties are as follows:

Assess #	Address	Description	Owner	Rates & Int Outstanding
1385	L 14 Gt Southern Hwy	Vacant Land	Dean LETIZIA	6,367.30
1416	L 45 Gt Southern Hwy	Vacant Land	Lena & Leah LETIZIA	6,305.57
1417	L 46 Gt Southern Hwy	Vacant Land	Guiseppe LETIZIA	6,310.79
			Total	\$18,983.66

Settlement of the transfer of land was concluded on 1 September 2017.

Settlement costs totalled \$2,364.81

STATUTORY ENVIRONMENT

The following sections of the *Local Government Act 1995* provide for the actions to be taken for the sale or transfer of land for non-payment of rates:

6.64. Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
 - (a) from time to time lease the land; or
 - (b) sell the land; or
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.

- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

6.68. Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the *power of sale*) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —
 - (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so.
- (3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.
- (3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

6.69. Right to pay rates, service charges and costs, and stay proceedings

- (1) Up to 7 days prior to the time of the actual sale of any land for non-payment of rates or service charges a person having an estate or interest in the land may pay the rates or service charges and the costs and expenses incurred to that time in proceedings relating to the proposed sale.
- (2) At any time after the 7 days referred to in subsection (1) but prior to the time of the actual sale of any land the local government may, upon such terms and conditions as are agreed between the parties, accept payment of the outstanding rates or service charges.
- (3) On payment being made under subsection (1) or (2) the proceedings relating to the proposed sale are stayed and the local government is required to make such notifications and take such measures as are prescribed in relation to the payment and the cancellation of the proposed sale.

6.71. Power to transfer land to Crown or to local government

- (1) If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the *Transfer of Land Act 1893*, and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —
- (a) the Crown in right of the State; or
 - (b) the local government.
- (2) When a local government exercises the power referred to in subsection (1)(a) in relation to any land all encumbrances affecting the land are, by virtue of this section of no further force or effect against that land and the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, is to give effect to this section.
- (3) When exercising the power referred to in subsection (1)(b) the local government is required to pay the sum secured by, or payable under, a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State.

FINANCIAL IMPLICATIONS

\$18,983.66 write off.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy Manual – AF006 Rates Recovery

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council write-off of all outstanding rates and charges on Lots 14, 45 & 46 Great Southern Highway.

COUNCIL RESOLUTION

M12/0917

Moved Cr Murray

Seconded Cr Davis

That Council write-off of all outstanding rates and charges on Lots 14, 45 & 46 Great Southern Highway.

CARRIED 9/0

3.37pm – Shire Planner, Stefan de Beer left the meeting and did not return.

3.37pm – Prior to any consideration of Item 11.4, Cr Ridgway declared an interest of impartiality given that the recommended tenderer is an immediate family member and then left the meeting. Cr Murray became the Chairperson.

11.4 Tender – RFT 03/1718 Toyota Prado

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 19 September 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0543
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider tender applications for the disposal of a 2017 Toyota Prado 4x4 Registration 1GGD 228.

BACKGROUND

The 2017 Toyota Prado 4x4 Registration 1GGD 228 was part of the DFES package for the Bushfire Risk Management Planning Coordinator (BRMPC) position with the lease coming to an end. Proceeds from the disposal of the vehicle will remain with the Shire of Beverley.

The tender was advertised on the Shire of Beverley website; in the Beverley Blarney; the Avon Valley Advocate; the Bullsbrook Bindoon Gingin Advocate and the Hills Avon Valley Gazette. Tenders closed on Monday 18 September 2017.

At the close of Tenders, nine (9) applications were received. Tenders were opened in the presence of Deputy CEO Simon Marshall and BRMPC John Hansen.

COMMENT

The following tenders were received:

Name or Company	Price offered incl GST
Troy and Gemma Bassett	\$52,500.00
Westside Auto	\$52,300.00
Christopher Tomlin	\$52,000.00
Northside Nissan	\$51,850.00
Susan Vanleeuwen	\$43,550.00
Karen Hansen	\$43,000.00
Peter Martin	\$42,000.00
Carslake Holdings	\$38,002.00
D & R Linton	\$25,200.00

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 3.58 Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

FINANCIAL IMPLICATIONS

\$52,500.00 proceeds of sale.

STRATEGIC IMPLICATIONS

Sustainable Infrastructure: Maintain and upgrade our assets and infrastructure.

POLICY IMPLICATIONS

Purchasing and Procurement: Policy No AF007

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That the tender for the purchase of the 2017 Toyota Prado, registration 1GGD228, by Troy and Gemma Bassett for the price of \$52,500.00 incl GST be accepted.

COUNCIL RESOLUTION

M13/0917

MOVED CR SHAW

SECONDED CR DAVIS

That the tender for the purchase of the 2017 Toyota Prado, registration 1GGD228, by Troy and Gemma Bassett for the price of \$52,500.00 incl GST be accepted.

CARRIED 8/0

3.38pm – Cr Ridgway returned to the meeting and resumed the Chair.

12. ADMINISTRATION

12.1 Delegations Register – Annual Review

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 19 September 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0332
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Delegations Register (provided under separate cover)
CEO Record of Delegations

SUMMARY

Council to complete the annual review of the Delegations Register.

BACKGROUND

The *Local Government Act 1995* (the Act) requires the Chief Executive Officer (CEO) of the Local Government to keep a Register of Delegations made by the Council to a Committee, CEO and by the CEO to other employees. The register must be reviewed yearly.

The compilation of the content of the register was prepared through references to the Act and previous years delegations that were approved yearly.

Council formally adopted the Delegations Register at its 23 August 2016 Ordinary Council meeting.

COMMENT

Management have reviewed the register and believe no amendments are necessary this year, except the removal of the year on the front cover. As the document will be reviewed annually, this is deemed unnecessary.

The Chief Executive Officer maintains a record of functions performed from the delegations register and the January 2017 to present date record is attached.

The following delegations are reported monthly to Council, or as they occur and a therefor not listed in the record:

BD-002 – Building Permits
EO-D010 – Common Seal
AF-D001 – Investment of Funds
AF-D005 – Payments Municipal
AF-D006 – Payments Trust

The Register of Delegations is attached under separate cover.

STATUTORY ENVIRONMENT

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

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

* *Absolute majority required.*

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

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —

- (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
- (b) the exercise of that power or the discharge of that duty by the CEO's delegate,

are subject to any conditions imposed by the local government on its delegation to the CEO.

- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —
conditions includes qualifications, limitations or exceptions.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council review the Delegations Register and update the Record of Adoption and Review.

COUNCIL RESOLUTION

M14/0917

Moved Cr Buckland

Seconded Cr Gogol

That Council review the Delegations Register and update the Record of Adoption and Review.

CARRIED 9/0

Attachment 12.1

CEO - RECORD OF DELEGATIONS
1 JANUARY 2017 - 31 DECEMBER 2017

DELEGATION NAME	DATE	WHO	DETAILS	NUM	PAGE	FILE REF
Appoint Staff	09/01/2017	CEO	Mary Jones - Casual CSO	AP-D020	34	Personnel
CCTV Management	12/01/2017	CEO	View Memorial Park CCTV for anti-social behaviour	EO-D004	5	N/A
Authorise Long Service Leave	13/01/2017	CEO	A Lewis	AP-D023	35	Personnel
Liquor Licence Approval	25/01/2017	CEO	Beverley Station Arts	C-D001	12	ADM0136
Calling of Tenders	27/01/2017	MOW	Grader Replacement	AF-D004	14	ADM0543
Council Event - Traffic Management	21/02/2017	CEO	Beverley CRC Triathlon	AP-D016	32	ADM
Liquor Licence Approval	01/03/2017	CEO	Beverley Station Arts	C-D001	12	ADM0136
Authorise Long Service Leave	03/03/2017	CEO	A Lewis	AP-D023	35	Personnel
Fundraising Food Stalls	07/03/2017	CEO	BDHS Year 6 Camp	EH-D001	20	ADM
Liquor Licence Approval	08/03/2017	CEO	Beverley Tennis Club - Extension	C-D001	12	ADM0136
Liquor Licence Approval	29/03/2017	CEO	Beverley Station Arts	C-D001	12	ADM0136
Removal of Trees	15/06/2017	MOW	Vincent Street Beverley	PA-D007	29	
Calling of Tenders	15/07/2017	CEO	WANDRRA	AF-D004	14	ADM
Review of Salaries	25/07/2017	D/CEO	Annual Budget with Council	AP-D021	34	N/A
Authorised Officers	27/07/2017	CEO	Appointments for Various Acts (Cat, Dog, Litter etc.)	EO-D001	4	ADM
Liquor Licence Approval	27/07/2017	CEO	Beverley Station Arts	C-D001	12	ADM0136
Calling of Tenders	01/08/2017	CEO	Cornerstone Project	AF-D004	14	ADM
Calling of Tenders	01/09/2017	CEO	Toyota Prado Vehicle	AF-D004	14	ADM
Electoral Roll	04/09/2017	CEO	Update of Owners and Occupiers Roll	EO-D005	5	ADM0541
Calling of Tenders	4/09/2017	MOW	Bitumen	AF-D004	14	ADM
Legal Opinion	12/09/2017	CEO	Beverley Bowling Club	PA-D002	27	A002
Removal of Trees	15/09/2017	MOW	Beverley Oval	PA-D007	29	

12.2 Code of Conduct – Annual Review

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 19 September 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0397
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Code of Conduct (under separate cover)

SUMMARY

Council to review the Code of Conduct.

BACKGROUND

Council formally adopted the Code of Conduct in December 2013. Best practise is to review the Code of Conduct annually to minimise the potential for misconduct.

COMMENT

The Code of Conduct was last reviewed and amended at the 23 August 2016 Ordinary Council Meeting. Prior to that meeting, the Economic & Community Strategy Committee agreed to use the most recent proforma Western Australian Local Government Association (WALGA) version of Code of Conduct to update the Shire of Beverley Code of Conduct.

The WALGA proforma is still current and management believe no changes are necessary. This code of conduct has been supplied to the candidates running for Council at the 21 October 2017 election.

The Code of Conduct is attached under separate cover.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 5.103 (1)

Requires a Local Government to prepare and adopt a Code of Conduct to be observed by Council Members, Committee Members and employees.

Local Government (Administration) Regulations 1996 – Part 9 Codes of Conduct

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Sustainable Governance – Ensure governance and legislative requirements are met.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council review the Code of Conduct and update the record of Adoption and Review.

COUNCIL RESOLUTION

M15/0917

Moved Cr Gogol

Seconded Cr Murray

That Council review the Code of Conduct and update the record of Adoption and Review.

CARRIED 9/0

12.3 Policy Manual – Annual Review

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 19 September 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0468
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Shire of Beverley Policy Manual (under separate cover)

SUMMARY

Council to complete the annual review of the Policy Manual.

BACKGROUND

The purpose of maintaining a Policy Manual is to give Council, Management, Staff and Rate Payers clear guidance in relation to Council matters.

Council extensively reviewed and amended the manual throughout September and October 2016 and was completed at the 26 October 2016 Ordinary Council meeting.

COMMENT

Since the last review, seven (7) new policies were added to the manual, three (3) policies were amended and one (1) was suspended.

Policy Number	Policy Name	New / Amended
S019	Staff Use Of Shire Equipment	Suspended (Twice)
C013	Community Use of the Digital Signage Trailers	New
S025	Communications	New
AF010	Asset Capitalisation	Amended
S026	Leave for Defence Force Reservists	New
C014	Beverley – Be very you	New
RK001	Records Management	Amended
S025	Communications	Amended
S027	Drug and Alcohol	New
FC015	Emergency SMS Announcements	New
AF011	Related Party Disclosures	New

Management have reviewed the Policy Manual and it is suggested the following amendments be made:

Policy No	Page	Title	Suggested Amendment
EM001	59	Ordinary Meetings of Council	Change: the commencement time of the Council Briefing to 12:50pm and the commencement of ordinary meetings to 3:00pm
G001	82	Citizenship	Add: The Shire President or Deputy Shire President may not preside over a

			<p>ceremony for a person who is a relative or close friend. Add: An invitation must be sent to all government representatives from all three levels of government to Australian citizenship ceremonies. The federal Minister for Immigration and Citizenship must be invited to all citizenship ceremonies.</p>
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Policy S019 Staff Use of Shire Equipment remains suspended.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 2.7 (2) (b) – The Council is to determine the Local Government’s policies.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

A001: Policy Manual

VOTING REQUIREMENTS

Absolute Majority

OFFICER’S RECOMMENDATION

That Council review the Shire of Beverley Policy Manual with any changes to be updated and recorded.

COUNCIL RESOLUTION

M16/0917

Moved Cr Brown

Seconded Cr White

That Council review the Shire of Beverley Policy Manual with any changes to be updated and recorded.

CARRIED 9/0

Note: Amendments were made to policies

AF003 – Corporate Credit Card

C014 – Brand Usage “Beverley – Be very you”

EM001 – Ordinary Meetings of Council

EM008 – Standing Committees

FC004 – Harvest and Vehicle Movement Bans

G001 – Citizenship Ceremonies

S003 – Senior Staff Designation and Appointment

4.15pm – Prior to any consideration of Item 12.4, Cr White declared an interest of impartiality given he is the Treasurer and Board member of the Beverley Community Resource Centre, and then left the meeting.

12.4 Cornerstone Building Management Agreement

SUBMISSION TO: Ordinary Council Meeting 26 September 2017
REPORT DATE: 13 September 2017
APPLICANT: Shire of Beverley & Beverley CRC
FILE REFERENCE: ADM 0532
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Revised Management Agreement (under separate cover)

SUMMARY

Council to consider and adopt a revised Management Agreement between the Shire of Beverley and the Beverley Community Resource Centre (CRC) for the Beverley Cornerstone building.

BACKGROUND

The Beverley Cornerstone has received funding from Building Better Regions Fund; Lotterywest; Department of Regional Development WA: CRC Network Building and Infrastructure Fund; and Department of Regional Development WA: Royalties for Regions Wheatbelt Regional Grants Scheme. It was a requirement from some of these funding partners that a signed agreement be entered into to retain the funding.

COMMENT

At the 7 February 2017 Economic and Community Strategy meeting, the Committee discussed the requirements of the building management for senior staff to build upon. A draft management agreement was then presented and adopted by Council at the 21 February 2017 Ordinary Council meeting.

Since February, some minor changes have occurred and been requested from both parties including:

- Exclusive use zones changing to 122sqm;
- Bookings procedure and collection of monies for hired areas;
- Public Risk Insurance;
- Library opening hours; and
- Tourist Information Centre will now be referred to as Beverley Visitor Centre.

The revised Management Agreement showing the changes to the original document is attached under separate cover for Councils reference.

Further suggestions have been made by Cr Ridgway:

- 4.2 The CRC will take enquiries from parties desiring to hire the offices and crèche within the building – change to *The CRC will take enquiries from parties desiring to lease the offices and crèche within the building*
- Add – The CRC will endeavour to oversee a team of volunteers to keep the Visitor Centre open on weekends.

- Add – All Visitor Centre funds from the sale of merchandise will remain with the CRC.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

As per the attached agreement.

STRATEGIC IMPLICATIONS

Sustainable community – foster community participation – ensure access to services and facilities as needs change within the community – support the aging population to maximise opportunities for sustainable independent living – advocacy of local access to support services – support & facilitate the increase in economic growth – maintain and upgrade our assets and infrastructure.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the revised Management Agreement between the Shire of Beverley and Beverley Community Resource Centre for the management and operation of the Cornerstone Building.

COUNCIL RESOLUTION

M17/0917

Moved Cr Buckland

Seconded Cr Murray

That Council lay the item on the table for a Special Meeting to allow for further changes.

CARRIED 8/0

4:35pm – Cr White rejoined the meeting.

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

13.1 Councillor Appreciation

Shire President, Cr Ridgway acknowledged that this was the final Ordinary Council Meeting together before the 21 October 2017 Local Government Elections and thanked everyone for their hard work and dedication over the last two years.

13.2 Meeting Closed to the Public

M18/0917

Moved Cr Buckland

Seconded Cr Gogol

That the meeting be closed to the public and staff to discuss the Chief Executive Officer Appraisal and Contract.

CARRIED 9/0

4.45pm – Chief Executive Officer, Stephen Gollan; Deputy Chief Executive Officer, Simon Marshall and Executive Assistant, Ali Lewis left the meeting and did not return.

13.3 Chief Executive Officer Appraisal

M19/0917

Moved Cr Buckland

Seconded Cr Gogol

That Council;

- 1. Endorse the 2017 CEO appraisal process and nominate the Shire President and Deputy Shire President to meet with the CEO to discuss outcomes of the 2017 review.**
- 2. Determine that the 2018 CEO appraisal be based on the current Focus Areas and include Management of Employees as a Focus Area.**

CARRIED 9/0

13.4 Chief Executive Officer Contract

M20/0917

Moved Cr Buckland

Seconded Cr Gogol

That Council;

- 1. Offer current Chief Executive Officer Stephen Gollan a three year contract extension commencing 23 January 2018 with an option for this to be extended by a further 12 months.**
- 2. Form a sub committee comprising Cr Ridgway, Cr Murray, Cr White and Cr Shaw to review the CEO Employment Contract and make recommendations to Council.**
- 3. Call a Special Meeting of Council to be held on Tuesday 17 October 2017 to endorse the Chief Executive Officer Employment Contract commencing Tuesday 28 January 2018.**

CARRIED 9/0

13.5 Meeting Open to the Public

M20/0917

Moved Cr Buckland

Seconded Cr Gogol

That Council reopen the meeting to the public and announce any decisions made.

CARRIED 9/0

14. CLOSURE

The Chairman declared the meeting closed at 5:10pm

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

PRESIDING MEMBER:

DATE: