



23 April 2025

ORDINARY MEETING

MINUTES

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1. OPENING

The Presiding Member declared the meeting open at 3:00 pm

The Shire of Beverley acknowledge the Traditional Owners of the land on which we meet, the Ballardong People. We pay our respects to Elders past and present.

Councillors and the public are advised this meeting is digitally recorded. All reasonable care is taken to maintain visitors privacy, however, as an attendee your presence may be recorded verbally. By staying in the meeting, it is assumed your consent is given to your voice being recorded. No visual recording is permitted.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members in Attendance

Cr DC White	Shire President
Cr DJ Ridgway	Deputy President
Cr DL Brown	
Cr DW Davis	
Cr CJ Lawlor	
Cr SW Martin	
Cr JR Maxwell	
Cr AFC Sattler	

2.2 Staff in Attendance

Mr SP Gollan	Chief Executive Officer
Mr SK Marshall	Deputy Chief Executive Officer
Mr BS de Beer	Manager of Planning and Development Services

2.3 Observers and Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SP Vincent	Manager of Works	Approved Leave
Mrs A Lewis	Executive Assistant	Approved Leave

2.5 Applications for Leave of Absence

Cr Maxwell applied for Leave of Absence for the June 2025 Ordinary Council Meeting

M1/0425

Moved Cr Ridgway

Seconded Cr Brown

That Council approve leave of absence to Cr Maxwell for the 25 June 2025 Ordinary Council Meeting.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil*

3. DECLARATIONS OF INTEREST

3.1 Cr Martin

Planning Item 9.1 Private Dog Park – Cr Martin is the Applicant and has a financial interest.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. CONDOLENCES

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

STUBING

John Murray

1 April 2025

7. CONFIRMATION OF MINUTES

7.1 Minutes of the Ordinary Council Meeting Held 26 March 2025

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M2/0425

Moved Cr Martin

Seconded Cr Sattler

That the Minutes of the Ordinary Council Meeting held Wednesday 26 March 2025 be confirmed.

CARRIED 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

3:02pm – Prior to any discussion of Item 9.1 Cr Martin declared a financial interest as the applicant of this application and left the meeting.

9.1 Development Application: Private Dog Park – 396 (Lot 1) Bally Bally-County peak Road, Beverley

Submission To:	Ordinary Council Meeting 23 April 2025
Report Date:	10 April 2025
Applicant:	Susan Martin
File Reference:	BAL 51428
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Cr SW Martin is the applicant.
Attachments:	Locality Map, Dog Park Map, Sniffspace Brochure

SUMMARY

An application for development approval was received for a *Private Dog Park* at 396 (Lot 1) Bally Bally - County Peak Road. The application will be recommended for approval.

BACKGROUND

The subject site is located at 396 (Lot 1) Bally Bally – County Peak Road, is 85.4748 Ha in extent and zoned *Rural* pursuant to the *Shire of Beverley Local Planning Scheme No. 3* (LPS3). It contains a farm homestead and outbuildings.

The applicant made the following submission:

The concept is to provide a fully fenced, safe and secure private dog park that people can rent by the hour. Only one person at a time has use of the space allowing for off leash exercising free from the worry of encountering other dogs or people.

The space is a fully fenced 6 acre paddock with gates at either end joined by a driveway. This allows the patrons to drive in, park and close the gate before letting their dog out. A cleared parking space is provided just inside the gate so there is no driving in the paddock. The gate at the other end allows for an emergency exit if needed.

Fencing is internal to the property providing a buffer zone to the neighbouring property. The neighbouring property is farm land with no house on it.

There is a firebreak/walk trail around the boundary of the paddock and grass is kept low by regular grazing of sheep. Water is provided from a tank off the nearby machinery shed.

Patrons are required to clean up after their dogs, poo bags and a disposal bin will be provided. No smoking is allowed on the property.

The park will be registered with Sniff Space (<https://www.sniffspace.com.au/>) who provides \$20,000,000 public liability insurance. All patrons must be registered with

Sniff Space and provide proof of C3 vaccination. Bookings and payment are also done through the Sniff Space website.

The park will be operational during daylight hours and considering the distance from town is unlikely to be well utilized. Estimated 1 to 3 patrons per week.

COMMENT

Pursuant to the Shire of Beverley's *Local Planning Scheme No. 3* (LPS 3) the proposed event is considered a use not listed. Clause 18 of LPS 3 states as follows:

- (4) *The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -*
- (a) *determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
 - (b) *determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
 - (c) *determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

It is considered that the application was prepared and submitted in response to a need for such a facility as expressed by the general community through various social media and other channels.

It is considered that the proposed Private Dog Park will fulfil an expressed community need, and will be well managed within the framework established through affiliation with the *Sniffspace* initiative.

No negative off-site impacts are envisaged and the application will be recommended for approval.

PUBLIC NOTIFICATION

The application was duly advertised as per clause 64 of the Deemed Provisions.

No submissions or objections were received.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M3/0425

Moved Cr Brown

Seconded Cr Maxwell

That Council resolve:

- a) that the use is consistent with the objectives of the Rural Zone, pursuant to Clause 18(4)(b) of LPS 3;
- b) To grant planning approval for a Private Dog Park at 396 (Lot 1) Bally Bally – County Peak Road, subject to the following condition 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 and other submissions, prepared by the applicant and endorsed by Council's Shire Planner.

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 (where applicable).

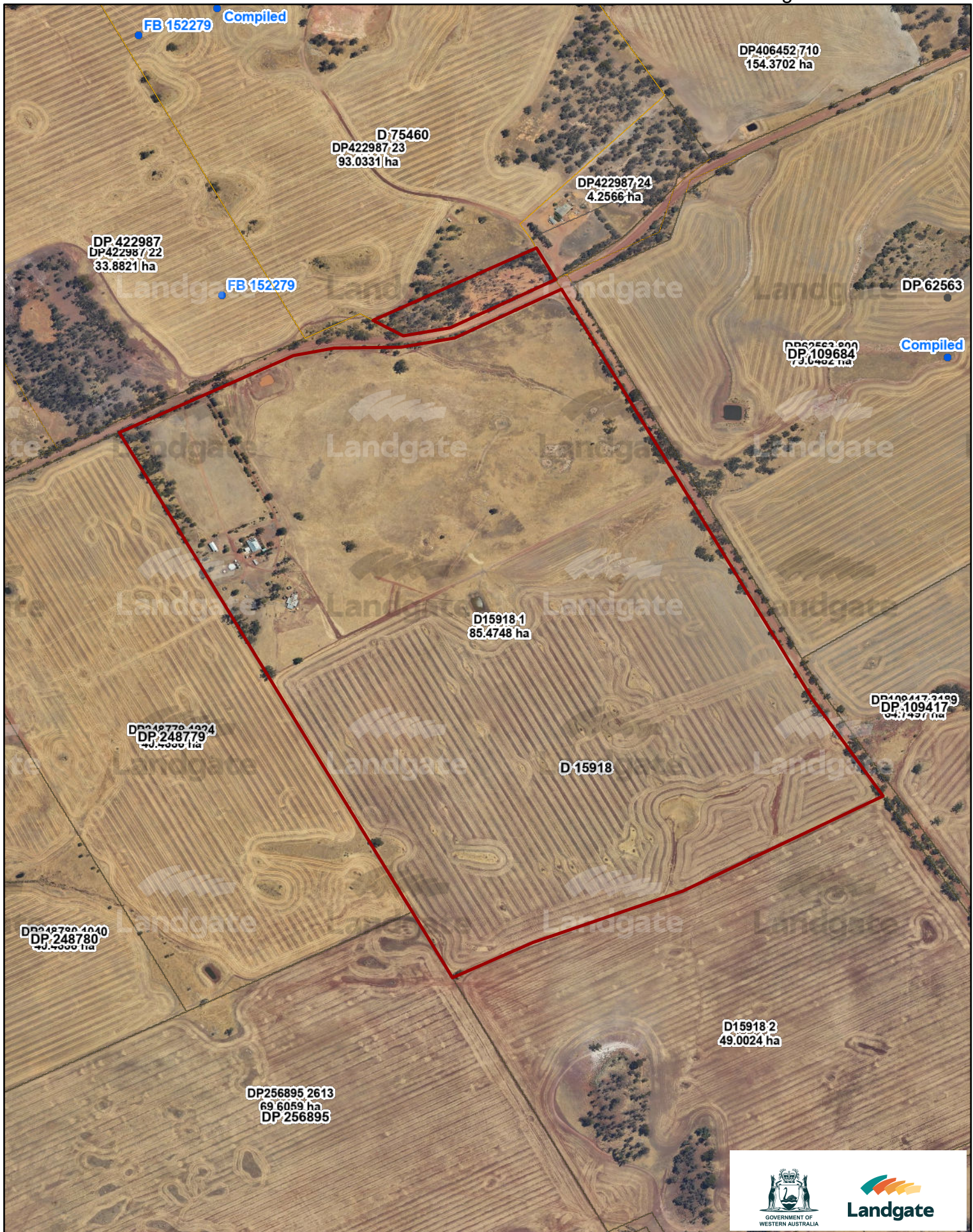
Note 5: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

CARRIED 7/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Maxwell & Cr Sattler

Against: Nil

3:04pm – Cr Martin rejoined the meeting.



Created: 17 February 2025 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au/index.html>

1:9,028

Author:

0 0.07 0.14 0.21 0.28 km



Created: 28 January 2025 from Map Viewer Plus <https://map-viewer-plus.app.landgate.wa.gov.au/index.html>

1:2,257

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Author:

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your pup

will love

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Sniff
Space



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Sniffspace is set to be Australia's only directory of privately owned off-leash spaces for dogs and their owners.

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- 🐾 Sniffing is a relaxing activity for a dog
- 🐾 All dogs need to run free
- 🐾 Bonding and training are better off-leash
- 🐾 Playing ball is hard on a leash

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- 🐾 There are no strange dogs
- 🐾 There are no strange people
- 🐾 Safe and secure
- 🐾 Relax with your furkid, instead of watching around every corner

Do you have an anxious fur-baby? We have you covered, filter by No dogs, No people or contactless entry.

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9.2 Development Application – Farm Machinery Shed – 8470 (Lot 74) Great Southern Highway, Beverley

Submission To:	Ordinary Council Meeting 23 April 2025
Report Date:	10 April 2025
Applicant:	David Adams
File Reference:	GRE 51732
Author and Position:	Stefan de Beer, manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Locality Map, Site Plan, Shed Drawings

SUMMARY

An application has been received to construct a Zincalume Farm Machinery Shed at 8470 (Lot 74) Great Southern Highway. The application will be recommended for approval.

BACKGROUND

The subject site is located at 8470 (Lot 74) Great Southern Highway, is 94.4059 ha in extent and zoned *Rural* pursuant to the Shire of Beverley *Local Planning Scheme No. 3* (LPS 3). It contains a Single House and various agricultural related Sheds/Outbuildings.

The proposal is to construct an additional Farm Machinery Storage Shed in extent 28 m x 48 m = 1,152 m².

The proposal for the storage shed requires departure from the Shire's Outbuilding Policy on the following matters:

- In terms of the Shire's Outbuilding Policy (Policy), the maximum total area of an Outbuilding in this zone is 1,000 m² as per the Policy. The total area of the proposed structure will be approx. 1,152 m².

Apart from the above departure, the proposal conforms with the other aspects of the Shire's Outbuilding Policy.

The applicant provided the following justification:

This shed is a custom-built shed to cater for the farmers specific needs. In general farmers are opting for larger sheds due to the increase in size of farm machinery. The national construction code has concessions for farm sheds up to 2,000 sq.m

COMMENT

It is the opinion that the proposed siting of the Farm Machinery Shed at the subject property is such that it will not have any negative visual impact on the surrounding area. The proposal is in pace with the primary production activities of the subject site and is required for effective productive commercial farming and will be recommended for approval.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.3 Responsible planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M4/0425

Moved Cr Sattler

Seconded Cr Lawlor

That Council grant Planning Approval for a Farm Machinery Shed at 8470 (Lot 74), Great Southern Highway, 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 Farm Machinery Shed 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.

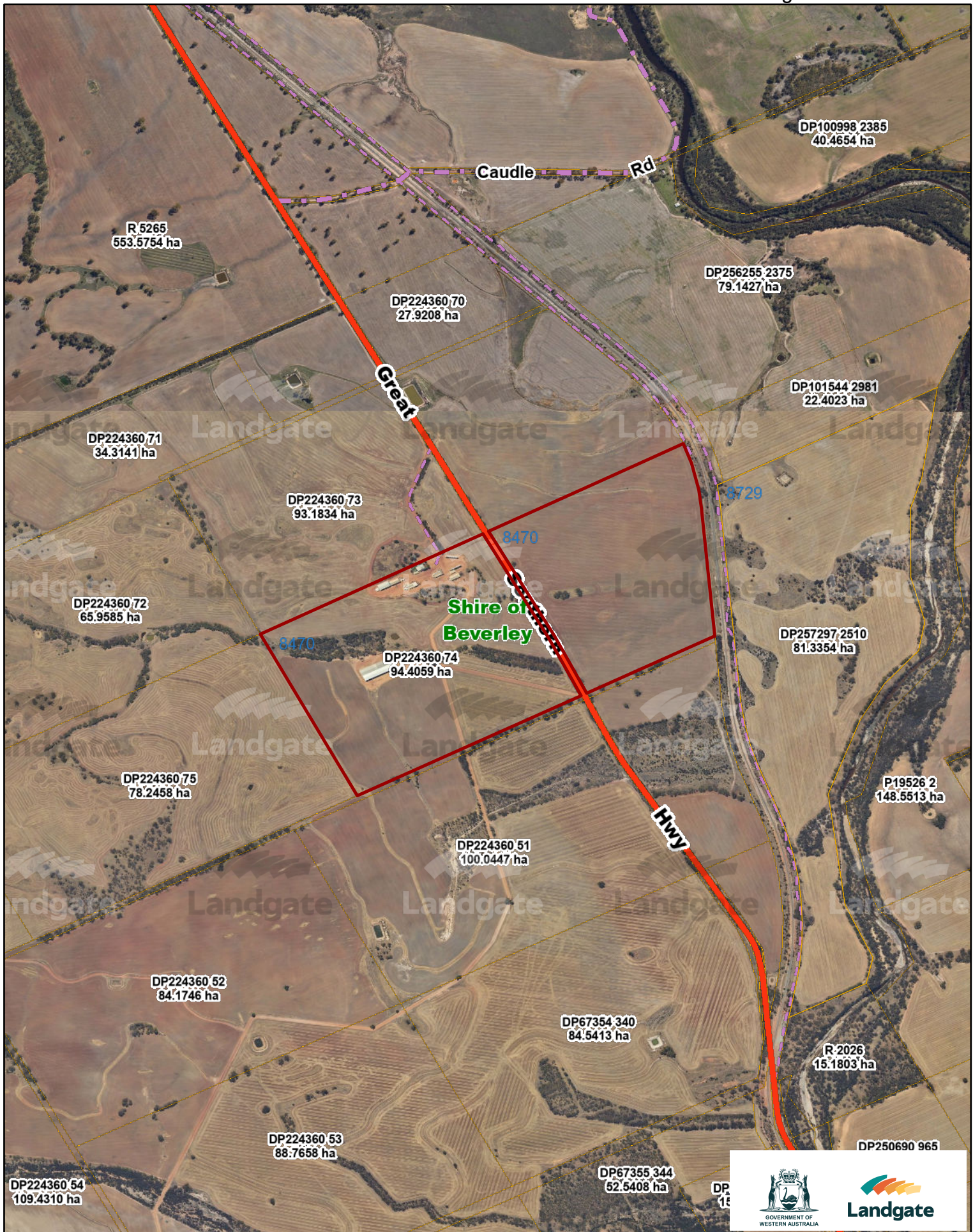
Note 3: The applicant is advised a building permit is required prior to commencement of any building works.

Note 4: 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 5: 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 8/0

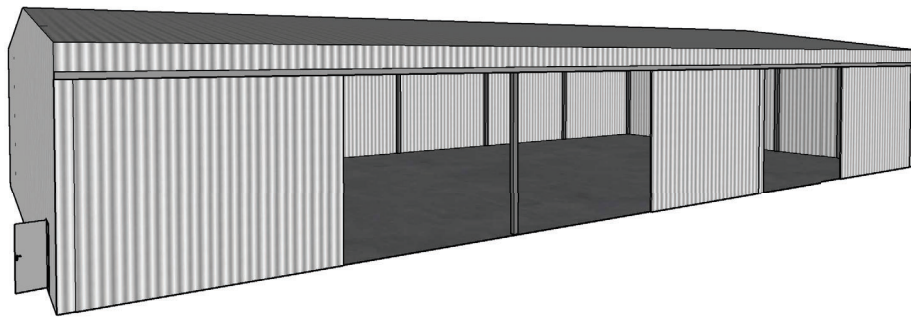
***For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil***



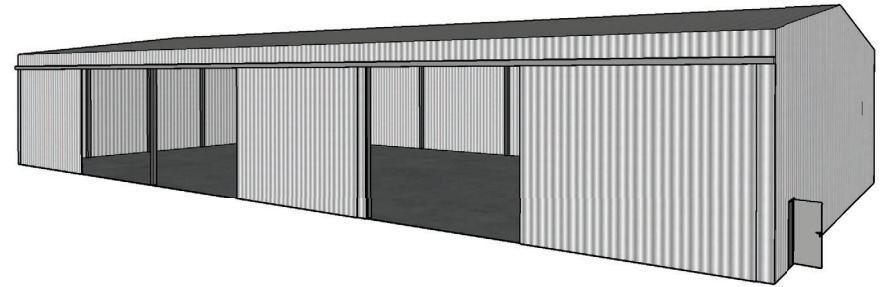
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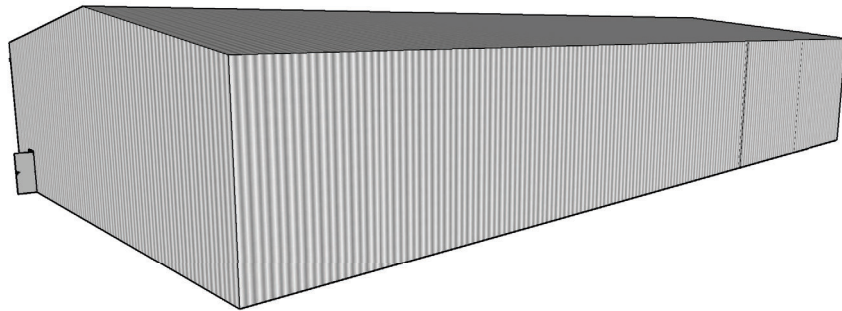




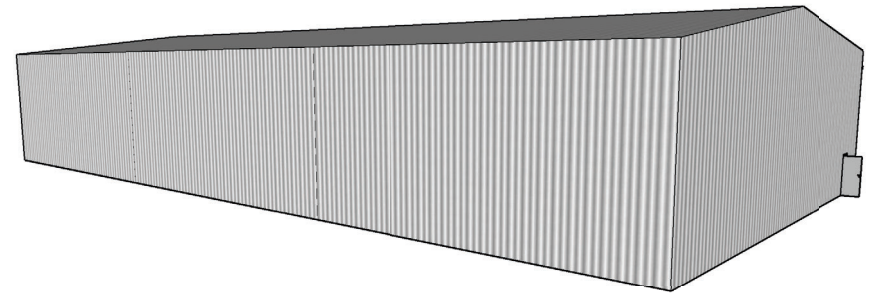
Front View



Front View



Rear View



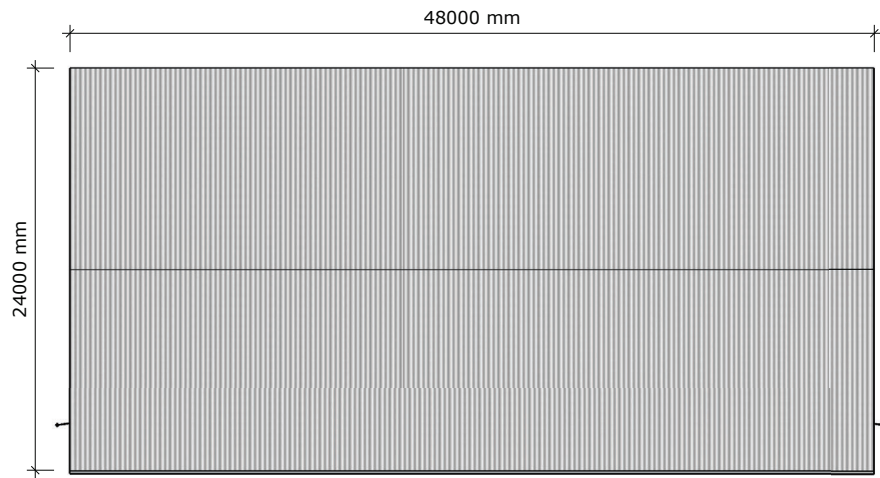
Rear View

3D Perspectives

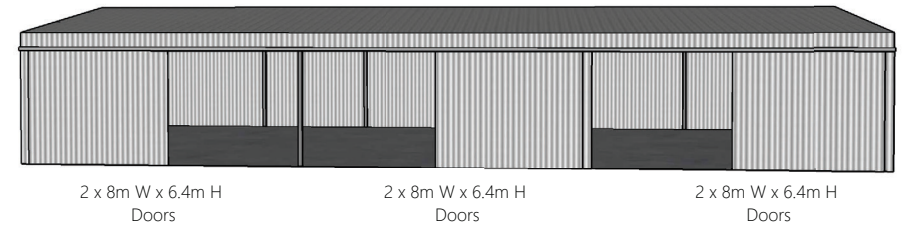


IMPORTANT: Check all measurements on site prior to construction or commencement of work. Measurements provided in this document are for design intent only and should not be relied upon for manufacture or installation. Shop drawings must be supplied by consultant for the purposes of manufacture/installation. All appliance specifications should be taken from spec sheets provided directly by the clients. Any discrepancies should be brought to the attention of company prior to the commencement of works.

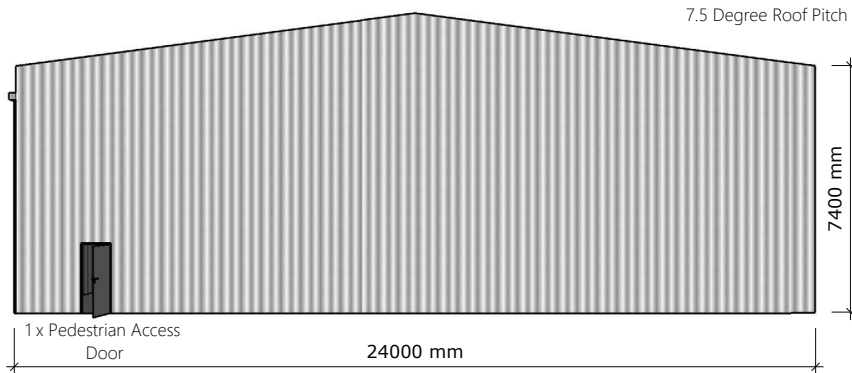
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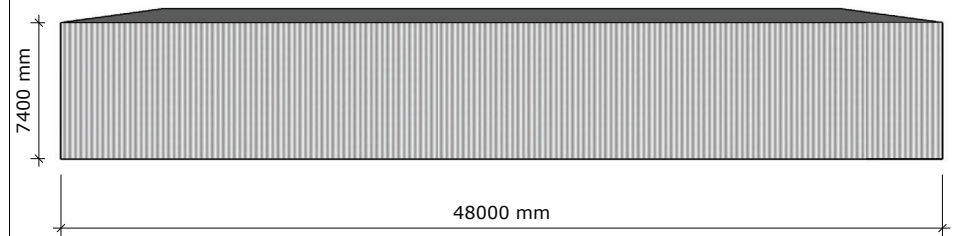
Top View



Front Elevation



Side Elevation



Rear Elevation

Elevations



IMPORTANT: Check all measurements on site prior to construction or commencement of work. Measurements provided in this document are for design intent only and should not be relied upon for manufacture or installation. Shop drawings must be supplied by consultant for the purposes of manufacture/installation. All appliance specifications should be taken from spec sheets provided directly by the clients. Any discrepancies should be brought to the attention of company prior to the commencement of works.

A 02

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	15 April 2025
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	March 2025 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 March 2025.

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 2024 Ordinary Meeting, item 11.3.

COMMENT

The monthly financial reports for the period ending 31 March 2025 have been provided and include:

- Financial Activity Statement by Nature;
- Statement of Net Current Assets;
- Statement of Financial Position; 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 2024/25 Budget.

STRATEGIC IMPLICATIONS

- Strategic Pillar:
1. Economy
 2. Community
 3. Environment
 4. Civic Leadership
- Strategic Priorities:
- 1.1 Safe, efficient and connected transport network
 - 2.3 Active and Healthy Community
 - 3.3 Natural resources are sustainably managed
 - 4.1 Community and customer focus
 - 4.2 Continuous organisational improvement
 - 4.3 Responsible planning

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that a Statement of Financial Activity is prepared within two months of the end of the reporting period. This report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M5/0425

Moved Cr Martin

Seconded Cr Maxwell

That the monthly financial report for the month of March 2025 be accepted and material variances be noted.

CARRIED 8/0

***For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil***

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 March 2025**

Description	Budget 2024/25	YTD Budget 2024/25	YTD Actual 2024/25	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Operating Revenue						
Rates	3,410,624.00	3,409,124.00	3,400,524.02	(8,599.98)	▼	
Operating Grants, Subsidies and Contributions	593,892.00	453,628.00	449,272.48	(4,355.52)	▼	
Profit On Asset Disposal	5,050.00	5,050.00	6,414.97	1,364.97	▲	
Fees & Charges	1,124,912.00	904,011.00	1,170,202.31	266,191.31	▲	Storm damage material, water and dumping charges \$207,028, Town planning service fees \$18,679, Refuse site dumping charges \$10,691, State library funding for CRC programs \$9,400, Swimming Pool entry fees \$6,358, Property Rate enquiry charges \$8,279 greater than anticipated YTD.
Interest Earnings	147,836.00	108,040.00	206,560.81	98,520.81	▲	Interest earned on investments \$93,674 and Pensioner deferred interest on Rates \$5,973 greater than anticipated.
Other Revenue	373,770.00	249,609.00	250,542.39	933.39	▲	
Non-Operating Grants, Subsidies and Contributions	23,616,776.00	7,496,872.00	7,496,680.10	(191.90)	▼	
Total Operating Revenue	29,272,860.00	12,626,334.00	12,980,197.08	353,863.08		
Operating Expenditure						
Employee Costs	(2,678,612.00)	(1,854,732.00)	(1,862,665.52)	(7,933.52)	▼	
Materials & Contracts	(2,430,226.00)	(1,335,210.00)	(1,335,710.89)	(500.89)	▼	
Utilities	(319,668.00)	(185,311.00)	(177,628.44)	7,682.56	▲	
Depreciation On Non-Current Assets	(2,478,107.00)	(1,874,518.00)	(2,037,182.30)	(162,664.30)	▼	Depreciation expense higher than anticipated.
Interest Expenses	(87,741.00)	(26,580.00)	(29,130.56)	(2,550.56)	▼	
Insurance Expenses	(326,297.00)	(325,411.00)	(333,618.69)	(8,207.69)	▼	
Other Expenditure	(88,581.00)	(85,346.00)	(86,974.40)	(1,628.40)	▼	
Loss On Asset Disposal	(10,284.00)	(10,284.00)	(16,665.60)	(6,381.60)	▼	
Total Operating Expenditure	(8,419,516.00)	(5,697,392.00)	(5,879,576.40)	(182,184.40)		
Net Operating	20,853,344.00	6,928,942.00	7,100,620.68	171,678.68		
Capital Income						
Proceeds from Sale of Assets	77,880.00	77,880.00	72,830.04	(5,049.96)	▼	
New Loan Raised	4,500,000.00	0.00	0.00	0.00		
Total Capital Income	4,577,880.00	77,880.00	72,830.04	(5,049.96)		

SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 31 March 2025						
Description	Budget 2024/25	YTD Budget 2024/25	YTD Actual 2024/25	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Capital Expenditure						
Land and Buildings	(6,415,000.00)	(338,700.00)	(367,525.34)	(28,825.34)	▼	Civic Centre and Town Square (\$14,411), 59 Smith Street retaining wall works (\$7,106) and Hunt Rd Unit Refurbishment (\$7,206) greater than anticipated. Note: These variances primarily relate the internal staff labour expenses. Budgeted funds are generally based on cash expenses for materials and contractors.
Plant and Equipment	(188,000.00)	(165,000.00)	(155,432.88)	9,567.12	▲	
Office Furniture and Equipment	(78,000.00)	(78,000.00)	(80,328.82)	(2,328.82)	▼	
Road Construction	(11,761,272.00)	(6,928,248.00)	(7,003,769.43)	(75,521.43)	▼	Mawson Rd widen and seal contract works (\$39,405), Waterhatch Rd reconstruct and widen contract works (\$38,652), Dave Woodward Drv construct and seal contract works (\$7,965) over budget. Bartram St construct and seal \$3,676 and Kokeby East Rd prep shoulders \$7,114 under budget.
Other Infrastructure	(12,166,077.00)	(379,000.00)	(383,642.89)	(4,642.89)	▼	
Leases	(6,648.00)	(6,648.00)	(5,331.03)	1,316.97	▲	
Loans - Principal Repayments	(148,300.00)	(95,238.00)	(95,238.45)	(0.45)	▼	
Total Capital Expenditure	(30,763,297.00)	(7,990,834.00)	(8,091,268.84)	(100,434.84)		
Net Capital	(26,185,417.00)	(7,912,954.00)	(8,018,438.80)	(105,484.80)		
Adjustments						
Depreciation Written Back	2,478,107.00	1,874,518.00	2,037,182.30	162,664.30		
Movement in Leave Reserve Cash Balance	0.00	0.00	3,681.32	3,681.32		
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 Lease Repayments	0.00	0.00	0.00	0.00		
Movement in Non-Current Investments	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	5,234.00	5,234.00	10,250.63	5,016.63		
Add Funding From						
Transfer (To)/From Reserves	683,444.00	(5,975.00)	(5,974.86)	0.14		
Opening Surplus/(Deficit)	2,165,288.00	2,165,288.00	2,165,287.77	(0.23)		
Total Adjustments	5,332,073.00	4,039,065.00	4,210,427.16	171,362.16		
CLOSING SURPLUS/(DEFICIT)	0.00	3,055,053.00	3,292,609.04	237,556.04		

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 March 2025		
Description	Actual 2023/24	YTD Actual 2024/25
Current Assets		
Cash at Bank	3,363,019.27	1,061,400.28
Cash - Unrestricted Investments	573,194.08	4,853,938.67
Cash - Restricted Reserves	1,893,962.99	1,899,937.85
Cash on Hand	700.00	700.00
Accounts Receivable	1,201,326.09	925,998.90
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	12,511.51	10,217.48
Total Current Assets	7,044,713.94	8,752,193.18
Current Liabilities		
Accounts Payable	(2,641,289.55)	(3,219,153.97)
Loan Liability - Current	(148,300.38)	(53,061.93)
Lease Liability - Current	0.00	(0.01)
Annual Leave Liability - Current	(294,386.93)	(294,386.93)
Long Service Leave Liability - Current	(202,078.63)	(202,078.63)
Doubtful Debts	0.00	0.00
Total Current Liabilities	(3,286,055.49)	(3,768,681.47)
Adjustments		
Less Restricted Reserves	(1,893,962.99)	(1,899,937.85)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	152,291.93	155,973.25
Add Loan Principal Expense	148,300.38	53,061.93
Total Adjustments	(1,593,370.68)	(1,690,902.67)
NET CURRENT ASSETS	2,165,287.77	3,292,609.04

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 March 2025

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Current Assets			
Cash and Cash Equivalents	5,830,876.34	7,815,976.80	1,985,100.46
Accounts Receivable	925,082.09	925,998.90	916.81
Contract Asset - Current	276,244.00	0.00	(276,244.00)
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	12,511.51	10,217.48	(2,294.03)
Total Current Assets	7,044,713.94	8,752,193.18	1,707,479.24
Current Liabilities			
Accounts Payable	(984,885.55)	(1,562,749.97)	(577,864.42)
Contract Liability - Current	(1,656,404.00)	(1,656,404.00)	0.00
Loan Liability - Current	(148,300.38)	(53,061.93)	95,238.45
Lease Liability - Current	0.00	(0.01)	(0.01)
Annual Leave Liability - Current	(294,386.93)	(294,386.93)	0.00
Long Service Leave Liability - Current	(202,078.63)	(202,078.63)	0.00
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(3,286,055.49)	(3,768,681.47)	(482,625.98)
Non-Current Assets			
Non-Current Debtors	170,910.09	170,910.09	0.00
Non-Current Investments	62,378.13	62,378.13	0.00
Land and Buildings	29,585,060.75	29,383,372.27	(201,688.48)
Plant and Equipment	2,397,779.42	2,274,553.08	(123,226.34)
Furniture and Equipment	111,155.00	188,699.99	77,544.99
Infrastructure	141,937,083.50	148,076,213.82	6,139,130.32
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	174,264,366.89	180,156,127.38	5,891,760.49
Non-Current Liabilities			
Loan Liability - Non Current	(1,826,703.64)	(1,826,703.64)	0.00
Lease Liability - Non Current	0.00	(15,993.07)	(15,993.07)
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(77,174.30)	(77,174.30)	0.00
Total Non Current Liabilities	(1,903,877.94)	(1,919,871.01)	(15,993.07)
Net Assets	176,119,147.40	183,219,768.08	7,100,620.68

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 March 2025**

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Equity			
Accumulated Surplus	(48,670,597.47)	(55,765,243.29)	(7,094,645.82)
Reserves - Cash Backed	(1,893,962.99)	(1,899,937.85)	(5,974.86)
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(176,119,147.40)	(183,219,768.08)	(7,100,620.68)

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 31 March 2025						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	155,973.25				
	Plant	201,028.45				
	Emergency Services	32,046.75				
	Building	145,009.49				
	Recreation Ground	704,617.81				
	Cropping Committee	81,600.32				
	Infrastructure	118,645.07				
	Senior Housing	277,882.68				
	Avondale Mach Museum	67,301.36				
	ITC Renewal Reserve	115,832.67	1,899,937.85	6 mnths	5.03%	23/06/2025
4961819	Term Deposit Bendigo	505,961.10		5 mnths	4.95%	22/04/2025
4961826	Term Deposit Bendigo	505,961.10		5 mnths	4.95%	22/04/2025
5085146	Term Deposit Bendigo	1,024,189.11		1 mnth	4.10%	28/04/2025
4939230	Term Deposit Bendigo	253,138.08		6 mnths	4.93%	29/04/2025
5024630	Term Deposit Bendigo	1,016,210.96		4 mnths	4.90%	23/05/2025
4971654	Term Deposit Bendigo	508,593.15		6 mnths	5.05%	29/05/2025
5081501	Term Deposit Bendigo	524,893.70		3 mnths	4.55%	24/06/2025
5060661	Term Deposit Bendigo	514,991.47		4 mths	4.61%	27/06/2025
			4,853,938.67			
	Total		6,753,876.52			

11.2 Accounts Paid by Authority

Submission To:	Ordinary Council Meeting 23 April 2025
Report Date:	15 April 2025
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	March 2025 List of Reports

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of March 2025.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2024/25 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 2024/25 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

RISK IMPLICATIONS

Failure to present a detailed listing in the prescribed form would result in non-compliance *Local Government (Financial Management) Regulations 1996*, this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M6/0425

Moved Cr Ridgway

Seconded Cr Martin

That the List of Accounts as presented, be received:

March 2025:

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

Cheque vouchers

04 Mar 2025	1939-1939	(1)	\$	35,690.90	(authorised by CEO S Gollan and DCEO S Marshall)
28 Mar 2025	1940-1941	(2)	\$	766.54	(authorised by DCEO S Marshall and Pres D White)

Total of cheque vouchers for March 2025 incl \$ 36,457.44 previously paid.

EFT vouchers

04 Mar 2025	EFT 11101-11140	(40)	\$	586,393.55	(authorised by CEO S Gollan and DCEO S Marshall)
04 Mar 2025	EFT 11141-11143	(3)	\$	3,042.64	(authorised by CEO S Gollan and DCEO S Marshall)
12 Mar 2025	EFT 1-37	(37)	\$	67,570.05	(authorised by CEO S Gollan and DCEO S Marshall)
13 Mar 2025	EFT 11158-11159	(2)	\$	1,359.57	(authorised by CEO S Gollan and DCEO S Marshall)
13 Mar 2025	EFT 11160-11172	(13)	\$	145,514.55	(authorised by CEO S Gollan and DCEO S Marshall)
13 Mar 2025	EFT 11173-11173	(1)	\$	700.00	(authorised by CEO S Gollan and DCEO S Marshall)
13 Mar 2025	EFT 11174-11174	(1)	\$	953,377.65	(authorised by CEO S Gollan and DCEO S Marshall)
20 Mar 2025	EFT 11175-11196	(22)	\$	69,880.90	(authorised by CEO S Gollan and DCEO S Marshall)
20 Mar 2025	EFT 11197-11201	(5)	\$	45,145.40	(authorised by CEO S Gollan and DCEO S Marshall)
26 Mar 2025	EFT 1-35	(35)	\$	65,521.79	(authorised by CEO S Gollan and DCEO S Marshall)
28 Mar 2025	EFT 11203-11222	(20)	\$	213,357.97	(authorised by DCEO S Marshall and Pres D White)
28 Mar 2025	EFT 11223-11231	(9)	\$	300,980.58	(authorised by DCEO S Marshall and Pres D White)

Total of EFT vouchers for March 2025 incl \$ 2,452,844.65 previously paid

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for March 2025 incl \$ 0.00 previously paid.

EFT vouchers

13 Mar 2025	EFT 11144-11144	(1)	\$	200.00	(authorised by CEO S Gollan and DCEO S Marshall)
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Total of EFT vouchers for March 2025 incl \$ 200.00 previously paid.

(3) Direct Debit Payments totalling \$ 82,600.72 previously paid.

(4) Credit Card Payments totalling \$ 1,282.42 previously paid.

CARRIED 8/0

***For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil***

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1939	04 Mar 2025	Water Corporation	2025-02 Water accounts	(35,690.90)	(35,690.90)
Cheque #	1940	28 Mar 2025	Alan Robert McKinnon	Rates refund (overpayment) for A1030 - L19673 off Kokendin Rd Talbot West 6304	(715.10)	
Cheque #	1941	28 Mar 2025	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Mar - Apr 25	(51.44)	(766.54)
EFT Pymt	EFT 11101	04 Mar 2025	Afgri Equipment Australia Pty Ltd	BE029 (PGRD05): Parts	(1,720.19)	
EFT Pymt	EFT 11102	04 Mar 2025	Alison Lewis (Catering)	Council Meeting 26 Feb 2025: Catering	(200.00)	
EFT Pymt	EFT 11103	04 Mar 2025	Asset Infrastructure Management Pty L	Thinkproject AWM (RAMM) database update	(1,407.34)	
EFT Pymt	EFT 11104	04 Mar 2025	Avon Trading Pty Ltd	2025-01 Jan Hardware purchases	(1,671.20)	
EFT Pymt	EFT 11105	04 Mar 2025	Avon Valley Ag Pty Ltd	BE029 (PGRD05): Parts	(877.00)	
EFT Pymt	EFT 11106	04 Mar 2025	Avon Waste	2,083 Bin Collection FE 30 Jan, 07 Feb 25 inc Recycling Bins & 4 x Recycling Col	(5,708.49)	
EFT Pymt	EFT 11107	04 Mar 2025	BGC Quarries	Various Rds: 7 & 14mm washed granite	(72,262.29)	
EFT Pymt	EFT 11108	04 Mar 2025	BOC Limited	2025-02 Feb Cylinder Rental: Medical oxygen C size	(6.44)	
EFT Pymt	EFT 11109	04 Mar 2025	Beverley Bakehouse and Cafe	Council Meet - 26 Feb 2025: Catering for 12	(25.80)	
EFT Pymt	EFT 11110	04 Mar 2025	Beverley Community Resource Centre	EPP & TDI State Library Grants & Aust Day Pool Party advertising	(9,444.00)	
EFT Pymt	EFT 11111	04 Mar 2025	Beverley Dome Roadhouse (BDR)	3,999L diesel @ \$1.7747/L GST excl	(7,806.73)	
EFT Pymt	EFT 11112	04 Mar 2025	Beverley Electrical Services - BES	Various bldgs: Electrical works	(1,241.95)	
EFT Pymt	EFT 11113	04 Mar 2025	Beverley Playgroup Inc	2024/05 Donation - Operating Contribution	(1,000.00)	
EFT Pymt	EFT 11114	04 Mar 2025	Bluejay Ag Solutions	2025-02 Feb (Ed 485): Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 11115	04 Mar 2025	Brickmart WA	LBS2502 (Civic Centre Car Park): Bricks	(1,197.24)	
EFT Pymt	EFT 11116	04 Mar 2025	Conplant Pty Ltd	BE030 (PEXC01): 500 hrs service	(1,293.26)	
EFT Pymt	EFT 11117	04 Mar 2025	Contract Aquatic, Xav Group Pty Ltd ta	24/25 Management Fee - Mar 2025 (5 of 5)	(16,940.00)	
EFT Pymt	EFT 11118	04 Mar 2025	Copyworld Toshiba	Freight on toner supplies - 26 Feb 2025	(9.90)	
EFT Pymt	EFT 11119	04 Mar 2025	Corsign WA Pty Ltd	Various signage	(8,123.50)	
EFT Pymt	EFT 11120	04 Mar 2025	Department of Planning Lands and Heri	2025-02 Feb: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 11121	04 Mar 2025	Earthstyle Contracting Pty Ltd	Various Rds: Reconstruct of road	(399,630.00)	
EFT Pymt	EFT 11122	04 Mar 2025	Fleet Fitness - O'Shaughnessy Family	Gym Equipment: Annual servicing	(517.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11123	04 Mar 2025	Focus Networks	2025-02 Feb Computer Support	(6,324.34)	
EFT Pymt	EFT 11124	04 Mar 2025	Information Services and Technology P	2025 Mosaic Annual Support plan	(172.00)	
EFT Pymt	EFT 11125	04 Mar 2025	Kleen West Distributors	Various bldgs: Cleaning products	(771.33)	
EFT Pymt	EFT 11126	04 Mar 2025	LGWA - Local Gov Works Association	2024/25 Membership: MOW Stephen Vincent	(100.00)	
EFT Pymt	EFT 11127	04 Mar 2025	Landgate	Title Search & Val Fees - GRV Int Vals Ctry & FESA 0-22,500 G2024/09	(81.92)	
EFT Pymt	EFT 11128	04 Mar 2025	Michael Wilson	2025-03 Mar (Ed 485) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 11129	04 Mar 2025	Node One Pty Ltd	2025-03 Mar NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 share	(89.00)	
EFT Pymt	EFT 11130	04 Mar 2025	Onsite Repairs	Various plant: Repairs & tyres	(2,506.02)	
EFT Pymt	EFT 11131	04 Mar 2025	Optic Concrete	LBS2502 - Civic Centre Carpark: Retaining walls	(20,570.00)	
EFT Pymt	EFT 11132	04 Mar 2025	Redfish Technologies Pty Ltd	Depot: CCTV installation	(10,589.41)	
EFT Pymt	EFT 11133	04 Mar 2025	Services Australia (Child Support - D J	2025-02 Feb Payroll deductions	(603.06)	
EFT Pymt	EFT 11134	04 Mar 2025	Staff - Alison Lewis	Reimbursement: Uniform	(179.95)	
EFT Pymt	EFT 11135	04 Mar 2025	Staff - Simon Marshall	Reimbursement: 6 Barnsley St: Blockout blind	(806.65)	
EFT Pymt	EFT 11136	04 Mar 2025	Synergy	Power use x 4: 13 Dec 24 - 17 Feb 25	(3,152.89)	
EFT Pymt	EFT 11137	04 Mar 2025	Vanguard Print	5,000 x Avon Valley Tourism Guide (costs to be shared with 4 other shires)	(6,298.52)	
EFT Pymt	EFT 11138	04 Mar 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 06 & 13 Feb 2025	(981.75)	
EFT Pymt	EFT 11139	04 Mar 2025	York Laundromat	04 - 11 Feb 2025 Onsite Cabins Laundry fees	(386.54)	
EFT Pymt	EFT 11140	04 Mar 2025	Zircodata Pty Ltd	2025-01 Jan: Storage of Archives 226 x A1 Storage Boxes (Std Ctn)	(58.27)	(586,393.55)
EFT Pymt	EFT 11141	04 Mar 2025	Bunnings Building Supplies P/L	Caravan Park Grounds: Solar security light for gazebo	(24.70)	
EFT Pymt	EFT 11142	04 Mar 2025	Team Global Express Pty Ltd (nee Toll	Freight charges: 15 - 23 Jan 2025	(226.83)	
EFT Pymt	EFT 11143	04 Mar 2025	Telstra Limited	2025-02 Feb Telephone accounts	(2,791.11)	(3,042.64)
EFT Pymt	EFT 11158	13 Mar 2025	Australia Post	2025-02 Feb Postage	(796.80)	
EFT Pymt	EFT 11159	13 Mar 2025	Bunnings Building Supplies P/L	Various bldgs: Hardware purchases	(562.77)	(1,359.57)
EFT Pymt	EFT 11160	13 Mar 2025	AITs Specialists Pty Ltd	2025-02 Feb Fuel Tax Credits	(720.17)	
EFT Pymt	EFT 11161	13 Mar 2025	Avon Valley Glass - AVG	Unit 3 - Hunt Rd Village: Glass replacement	(432.25)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11162	13 Mar 2025	Avon Waste	2,083 Bin Collection FE 14, 21 Feb 25 inc Recycling Bins & 4 x Recycling Collecti	(5,318.39)	
EFT Pymt	EFT 11163	13 Mar 2025	Beverley Dome Roadhouse (BDR)	3,010 L Diesel @ \$1.5868/L GST excl	(5,253.96)	
EFT Pymt	EFT 11164	13 Mar 2025	Beverley Electrical Services - BES	LBS2502 - Civic Centre Car Park: Relocating of retic & conduits	(1,026.75)	
EFT Pymt	EFT 11165 REJECTED	13 Mar 2025	Beverley River Care Group Inc	2024/25 Start Up Contribution	(700.00)	
EFT Pymt	EFT 11166	13 Mar 2025	Bookeasy Australia Pty Ltd	2025-02 Feb Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 11167	13 Mar 2025	CTF - Construction Training Fund (BCI)	2025-02 Feb 25 Collections x 1 (Lics 24/25: 28)	(91.19)	
EFT Pymt	EFT 11168	13 Mar 2025	Countrywide Austral Pty Ltd	Advertising: Feb 2025 WA Streetsmart handbook - Supporting Teenagers in the Co	(385.00)	
EFT Pymt	EFT 11169	13 Mar 2025	Dawsons Concrete and Reinforcing	Avondale Machinery Museum: Concrete slab for shed	(3,960.00)	
EFT Pymt	EFT 11170	13 Mar 2025	HC Construction Services Pty Ltd	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 07 - Feb 2025	(124,531.00)	
EFT Pymt	EFT 11171	13 Mar 2025	Herseys Safety Pty Ltd	Various: Supplies	(931.59)	
EFT Pymt	EFT 11172	13 Mar 2025	Scavenger Supplies Pty Ltd	Bev Volunteer Fire Brigades: 30 x kit bags	(1,922.25)	(145,514.55)
EFT Pymt	EFT 11173	13 Mar 2025	Beverley River Care Group Inc	2024/25 Start Up Contribution REJECTED	(700.00)	(700.00)
EFT Pymt	EFT 11174	13 Mar 2025	MC Civil Contractors (MCC) Down Sou	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 07	(953,377.65)	(953,377.65)
EFT Pymt	EFT 11175	20 Mar 2025	Avon Fenzing	LBS2502 Civic Centre Carpark: Fencing	(6,534.00)	
EFT Pymt	EFT 11176	20 Mar 2025	Avon Trading Pty Ltd	2025-02 Feb Hardware purchases	(1,658.08)	
EFT Pymt	EFT 11177	20 Mar 2025	Avon Valley Toyota	BEV1 (PCB02) 10,000km service	(485.00)	
EFT Pymt	EFT 11178	20 Mar 2025	Beverley Bakehouse and Cafe	Cr Workshop & Rd Inspections - Mar 2025: Catering	(134.10)	
EFT Pymt	EFT 11179	20 Mar 2025	Beverley Community Resource Centre	Jan - Mar 2025 Quarterly Management fees	(15,850.21)	
EFT Pymt	EFT 11180	20 Mar 2025	Beverley Post News and Gifts (BPNG)	2025-02 Feb Newspaper Subscription & Stationery Purchases	(698.45)	
EFT Pymt	EFT 11181	20 Mar 2025	Beverley River Care Group Inc	2024/25 Start Up Contribution	(700.00)	
EFT Pymt	EFT 11182	20 Mar 2025	Bluejay Ag Solutions	2025-03 Mar (Ed 486): Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 11183	20 Mar 2025	Chronicle Rip Pty Ltd	2025-26 Chronicle software licensing fees	(1,266.39)	
EFT Pymt	EFT 11184	20 Mar 2025	Copyworld Toshiba	2025-02 Feb 25: Copy fees for 'Bert' & 'Ernie' Estudio 6525 AC	(432.60)	
EFT Pymt	EFT 11185	20 Mar 2025	Department of Planning Lands and Heri	2025-03 Mar: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 11186	20 Mar 2025	Digga West & Earthparts WA	BE021 (PLDR05): Parts	(300.74)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11187	20 Mar 2025	Farmarama Pty Ltd	Rec grnd oval: Fertiliser	(1,320.00)	
EFT Pymt	EFT 11188	20 Mar 2025	Gronbek Security	Various bldgs: Key sets & deadbolts	(1,473.30)	
EFT Pymt	EFT 11189	20 Mar 2025	Hutton and Northey Sales	Various plant: Supplies & Parts	(212.97)	
EFT Pymt	EFT 11190	20 Mar 2025	Northam Motors Pty Ltd ta Northam Hy	BE1 (PSDN18): 30,000km service	(489.00)	
EFT Pymt	EFT 11191	20 Mar 2025	RJ Jas - All Mechanical and Electronics	Various plant: Parts & repairs	(4,711.60)	
EFT Pymt	EFT 11192	20 Mar 2025	Shire of Toodyay	Avon Valley Alliance - Website domain etc: Shire's contribution	(46.80)	
EFT Pymt	EFT 11193	20 Mar 2025	Urban and Rural Valuations Pty Ltd	BC2501 - Brg 3197 York Williams Rd: Land acquisition	(2,750.00)	
EFT Pymt	EFT 11194	20 Mar 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 19 Feb, 05 Mar 2025	(837.38)	
EFT Pymt	EFT 11195	20 Mar 2025	Wheatbelt Arborist Service Professiona	Refuse Site Management fees: Oct 24 - Feb 25	(27,720.00)	
EFT Pymt	EFT 11196	20 Mar 2025	York Laundromat	18 Feb - 11 Mar 2025 Onsite Cabins Laundry fees	(870.71)	(69,880.90)
EFT Pymt	EFT 11197	20 Mar 2025	Beverley Supermarket & Liquor (IGA)	2025-02 Feb Purchases	(466.35)	
EFT Pymt	EFT 11198	20 Mar 2025	Dept of Fire & Emergency Services (DF	2024/25 ESL (Option B) 3rd quarterly payment	(43,947.35)	
EFT Pymt	EFT 11199	20 Mar 2025	Officeworks Ltd	2024-02 Feb Stationery Order	(124.63)	
EFT Pymt	EFT 11200	20 Mar 2025	Repco - Division of GPC Asia Pacific Pl	Various plant: Parts	(465.72)	
EFT Pymt	EFT 11201	20 Mar 2025	Supagas Pty Ltd	Rec Centre: 107.80L LPG bulk refill	(141.35)	(45,145.40)
EFT Pymt	EFT 11203	28 Mar 2025	Advanteering Civil Engineers, D B Cunr	BC2401 - Brg 3205 Bremner Rd: Bridge replacement - progress pymt 01	(137,175.42)	
EFT Pymt	EFT 11204	28 Mar 2025	Avon Valley Windscreens	BE013 (PTRK04): Fit rear glass window	(609.40)	
EFT Pymt	EFT 11205	28 Mar 2025	BGC Quarries	LBS2502 Civic Centre Carpark: 376.18T Roadbase	(20,176.79)	
EFT Pymt	EFT 11206	28 Mar 2025	BSL - DMIRS Dept Mines, Industry Reg	2025-02 Feb 25 Collections x 4 (Lics 24/25: 02, 18, 25, BAC01)	(294.72)	
EFT Pymt	EFT 11207	28 Mar 2025	Beverley Bakehouse and Cafe	Councillor meets, 26 - 27 Mar 2025: Catering	(194.60)	
EFT Pymt	EFT 11208	28 Mar 2025	Beverley Dome Roadhouse (BDR)	4,000 L Diesel @ \$1.7034/L GST incl	(6,813.60)	
EFT Pymt	EFT 11209	28 Mar 2025	Beverley Redbacks Hockey Club Inc	Community Grant (Feb 2025): Upgrade hockey goals	(3,400.00)	
EFT Pymt	EFT 11210	28 Mar 2025	Beverley Tyre Service - BTS	2025-02 Feb Tyre purchases	(883.63)	
EFT Pymt	EFT 11211	28 Mar 2025	C and D Cutri	BRG-3200 York-Williams Rd: Preventative maintenance	(12,650.00)	
EFT Pymt	EFT 11212	28 Mar 2025	Cemeteries & Crematoria Assoc WA	Training: Grave safety x 2 participants	(360.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11213	28 Mar 2025	Contract Aquatic, Xav Group Pty Ltd ta	Swim Pool: Chemical supplies 23 Nov 2024 - 24 Mar 2025	(4,281.70)	
EFT Pymt	EFT 11214	28 Mar 2025	Corsign WA Pty Ltd	Parks & Gardens: Signage replacement	(88.00)	
EFT Pymt	EFT 11215	28 Mar 2025	Downer EDI Works P/L	Rural Rds: CRS emulsion	(1,329.68)	
EFT Pymt	EFT 11216	28 Mar 2025	Focus Networks	2025-02 Feb Computer Support & Hardware purchases: 50% deposit	(11,145.20)	
EFT Pymt	EFT 11217	28 Mar 2025	Fulton Hogan Industries Pty Ltd	Rural Rds: Ezstreet bioblend	(1,881.00)	
EFT Pymt	EFT 11218	28 Mar 2025	ImagePak - Artisan	Bev Visitors Info Centre: Display flag	(132.00)	
EFT Pymt	EFT 11219	28 Mar 2025	Services Australia (Child Support - D J	2025-03 Mar Payroll deductions	(603.06)	
EFT Pymt	EFT 11220	28 Mar 2025	Synergy	2025-03 Mar Power accounts	(10,822.66)	
EFT Pymt	EFT 11221	28 Mar 2025	York Laundromat	18 Mar 2025 Onsite Cabins Laundry fees	(420.20)	
EFT Pymt	EFT 11222	28 Mar 2025	Zircodata Pty Ltd	2025-02 Feb: Storage of Archives 226 x A1 Storage Boxes (Std Ctn)	(96.31)	(213,357.97)
EFT Pymt	EFT 11223	28 Mar 2025	All Ways Kerb Pty Ltd	LBS2502 - Civic Centre Carpark: Laying of kerbing	(5,655.65)	
EFT Pymt	EFT 11224	28 Mar 2025	Boral Resources (WA) Ltd	Various Rds: Supply & lay bitumen	(196,634.57)	
EFT Pymt	EFT 11225	28 Mar 2025	Hungry Sky Pty Ltd	Bev Visitor Centre: IT troubleshooting	(179.30)	
EFT Pymt	EFT 11226	28 Mar 2025	Jackson Asphalt - Mukuyu Pty Ltd	RRG2503 Westdale Rd X with York-Williams Rd: Road seal	(87,052.68)	
EFT Pymt	EFT 11227	28 Mar 2025	Mining Wear Parts	Various plant: Grader blades	(7,170.57)	
EFT Pymt	EFT 11228	28 Mar 2025	Preferred Training Networks	Training: Mad Bad Sad Tears Abuse and Threats Toodyay 08 Apr 2025 x 4 particip	(1,936.00)	
EFT Pymt	EFT 11229	28 Mar 2025	Team Global Express Pty Ltd (nee Toll	Freight charges: 24 Feb - 11 Mar 25	(252.87)	
EFT Pymt	EFT 11230	28 Mar 2025	Telstra Limited	2025-03 Mar Telephone accounts	(2,056.94)	
EFT Pymt	EFT 11231	28 Mar 2025	York Landscape Supplies	LBS2502 Civic Centre Carpark: Supplies	(42.00)	(300,980.58)
Direct Debit	DD 4930.01	11 Mar 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4930.02	11 Mar 2025	National Mutual Retirement Fund	Superannuation contributions	(241.85)	
Direct Debit	DD 4930.03	11 Mar 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(548.50)	
Direct Debit	DD 4930.04	11 Mar 2025	Macquarie Superannuation Plan	Superannuation contributions	(323.38)	
Direct Debit	DD 4930.05	11 Mar 2025	Australian Super	Superannuation contributions	(1,977.27)	
Direct Debit	DD 4930.06	11 Mar 2025	Aware Super Pty Ltd	Superannuation contributions	(7,346.49)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4930.07	11 Mar 2025	Australian Retirement Trust (Super func	Superannuation contributions	(338.96)	
Direct Debit	DD 4930.08	11 Mar 2025	MLC MasterKey Personal Super	Superannuation contributions	(125.13)	
Direct Debit	DD 4930.09	11 Mar 2025	REST	Superannuation contributions	(271.38)	
Direct Debit	DD 4930.10	11 Mar 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(513.32)	
Direct Debit	DD 4930.11	11 Mar 2025	AMP Lifetime Super	Superannuation contributions	(211.00)	
Direct Debit	DD 4930.12	11 Mar 2025	UniSuper	Superannuation contributions	(319.23)	(13,417.16)
Direct Debit	DD 4951.01	11 Mar 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(20.56)	(20.56)
Direct Debit	DD 4953.01	25 Mar 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4953.02	25 Mar 2025	National Mutual Retirement Fund	Superannuation contributions	(333.68)	
Direct Debit	DD 4953.03	25 Mar 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(484.75)	
Direct Debit	DD 4953.04	25 Mar 2025	Macquarie Superannuation Plan	Superannuation contributions	(324.30)	
Direct Debit	DD 4953.05	25 Mar 2025	Australian Super	Superannuation contributions	(1,636.00)	
Direct Debit	DD 4953.06	25 Mar 2025	Aware Super Pty Ltd	Superannuation contributions	(7,374.49)	
Direct Debit	DD 4953.07	25 Mar 2025	Australian Retirement Trust (Super func	Superannuation contributions	(274.84)	
Direct Debit	DD 4953.08	25 Mar 2025	MLC MasterKey Personal Super	Superannuation contributions	(186.42)	
Direct Debit	DD 4953.09	25 Mar 2025	REST	Superannuation contributions	(271.38)	
Direct Debit	DD 4953.10	25 Mar 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(386.88)	
Direct Debit	DD 4953.11	25 Mar 2025	AMP Lifetime Super	Superannuation contributions	(231.75)	
Direct Debit	DD 4953.12	25 Mar 2025	UniSuper	Superannuation contributions	(322.21)	(13,027.35)
Direct Debit	115	17 Mar 2025	1 - Bank Charges	Bank Charges - Account servicing fee	(22.00)	(22.00)
Direct Debit	115	18 Mar 2025	1 - Bank Charges	Bank Charges - EFT adj DoT 170325	(0.03)	(0.03)
Direct Debit	115	06 Mar 2025	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	115	06 Mar 2025	12 - ANZ - BPAY	ANZ - BPAY	(72.60)	(72.60)
Direct Debit	115	03 Mar 2025	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(193.80)	(193.80)
Direct Debit	115	03 Mar 2025	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(22.32)	(22.32)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	115	06 Mar 2025	8 - ANZ Transactive	ANZ Transactive	(89.50)	(89.50)
Direct Debit	115	04 Mar 2025	3 - Payment for DoT	Payment for DoT	(2,800.05)	
Direct Debit	115	05 Mar 2025	3 - Payment for DoT	Payment for DoT	(8,220.45)	
Direct Debit	115	06 Mar 2025	3 - Payment for DoT	Payment for DoT	(2,615.65)	
Direct Debit	115	07 Mar 2025	3 - Payment for DoT	Payment for DoT	(3,533.80)	
Direct Debit	115	10 Mar 2025	3 - Payment for DoT	Payment for DoT	(6,363.00)	
Direct Debit	115	11 Mar 2025	3 - Payment for DoT	Payment for DoT	(1,893.80)	
Direct Debit	115	13 Mar 2025	3 - Payment for DoT	Payment for DoT	(5,535.05)	
Direct Debit	115	14 Mar 2025	3 - Payment for DoT	Payment for DoT	(2,326.70)	
Direct Debit	115	17 Mar 2025	3 - Payment for DoT	Payment for DoT	(1,502.00)	
Direct Debit	115	18 Mar 2025	3 - Payment for DoT	Payment for DoT	(1,641.40)	
Direct Debit	115	19 Mar 2025	3 - Payment for DoT	Payment for DoT	(1,551.50)	
Direct Debit	115	21 Mar 2025	3 - Payment for DoT	Payment for DoT	(2,945.55)	
Direct Debit	115	24 Mar 2025	3 - Payment for DoT	Payment for DoT	(1,820.00)	
Direct Debit	115	26 Mar 2025	3 - Payment for DoT	Payment for DoT	(1,054.80)	
Direct Debit	115	27 Mar 2025	3 - Payment for DoT	Payment for DoT	(6,576.95)	
Direct Debit	115	28 Mar 2025	3 - Payment for DoT	Payment for DoT	(2,362.70)	
Direct Debit	115	31 Mar 2025	3 - Payment for DoT	Payment for DoT	(2,915.00)	(55,658.40)
Direct Debit	EFT 11202	25 Mar 2025	Credit Card - Shire of Beverley	2025-02 Feb Credit Card purchases	(1,282.42)	(1,282.42)
PAYMENTS RAISED IN CURRENT MONTH					(2,440,093.39)	(2,440,093.39)
WAGES & SALARIES						
EFT Pymt		12 Mar 2025	Wages & Salaries	FE - 11 Mar 2025	(67,570.05)	
EFT Pymt		26 Mar 2025	Wages & Salaries	FE - 25 Mar 2025	(65,521.79)	
WAGES & SALARIES					(133,091.84)	(133,091.84)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
Cheque #	1940	28 Mar 2025	Alan Robert McKinnon	Rates refund (overpayment) for A1030 - L19673 off Kokendin Rd Talbot West 6304	715.10	
Cheque #	1941	28 Mar 2025	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Mar - Apr 25	51.44	
Direct Debit	DD 4951.01	11 Mar 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	20.56	
Direct Debit	115	18 Mar 2025	1 - Bank Charges	Bank Charges - EFT adj DoT 170325	0.03	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					787.13	787.13

PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS

PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	0.00	0.00
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OTHER AMENDMENTS/GENERAL JOURNALS

OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
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INVESTMENTS

0.00

TOTAL EXPENDITURE for MUNICIPAL ACCOUNT	(2,572,398.10)	(2,572,398.10)
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CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT**CEO - STEPHEN GOLLAN**

Credit card	145655	24 Feb 2025	Amberjacks Elizabeth Quay	Refreshments for Tourism WA & Airshow grant funding meets	37.05	37.05
Credit card	SI07873155	05 Feb 2025	Appliances Online	6 Barnsley St - Dishwasher	998.00	1,035.05
Credit card	5M1A	24 Feb 2025	Callover Café	Refreshments for Tourism WA & Airshow grant funding meets	11.00	1,046.05
Credit card	KH00417252	10 Feb 2025	Keeler Hardware	Gym - front door lock replacement	85.08	1,131.13
Credit card	TM: PER082A	24 Feb 2025	Wilson Parking Williams St	Parking fees for Tourism WA & Airshow grant funding meets	26.32	1,157.45

DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)

0.00

CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
MOW - STEPHEN VINCENT						
Credit card	XS0012112	11 Feb 2025	UniQue Fix Technology	Galaxy A15 accessories	90.00	90.00
Credit card	02/5559	25 Feb 2025	York IGA	Council meeting 26 Feb 2025 - Lunch	34.97	34.97
					0.00	1,282.42
						1,192.42

February 2025 transactions presented on 25 March 2025 (EFT 11012) Shire of Beverley Municipal Bank account

TRUST ACCOUNT DETAILS

PAYMENTS RAISED IN CURRENT MONTH

EFT Pymt	EFT 11144	13 Mar 2025	Cynthia Little	Refund of Bonds - Hall Hire, Booking: 06 Mar 2025 (Rec 44237)	(200.00)	
PAYMENTS RAISED IN CURRENT MONTH					(200.00)	(200.00)

PAYMENTS UNPRESENTED IN CURRENT BANK #

PAYMENTS UNPRESENTED IN CURRENT BANK #	0.00	0.00
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PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS

PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	0.00	0.00
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OTHER AMENDMENTS / GENERAL JOURNALS

OTHER AMENDMENTS / GENERAL JOURNALS	0.00	0.00
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TOTAL EXPENDITURE for TRUST ACCOUNT	(200.00)
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TOTAL EXPENDITURE as reconciled to the MARCH 2025 BANK STATEMENTS

Municipal Account Expenditure	(2,572,398.10)
Trust Account Expenditure	(200.00)
TOTAL EXPENDITURE for MARCH 2025	(2,572,598.10)

12. ADMINISTRATION

12.1 Use of the Common Seal

Submission To:	Ordinary Council Meeting 23 April 2025
Report Date:	10 April 2025
Applicant:	Administration
File Reference:	ADM 0265
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Reported as occurs
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to endorse the use of the Common Seal.

BACKGROUND

Allocation of the Common Seal requires accompanying signatures of both the Shire President (or Deputy) and Chief Executive Officer (or person acting in that position).

COMMENT

The Common Seal has recently been attached to the following documents:

1. Licence Agreement, Office 3, Cornerstone, between WALGA Roadwise and the Shire of Beverley.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 9, Division 3, Execution of documents states:

- (1) A document is duly executed by a local government if -
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of –
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,
each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

CONSULTATION

Not required

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.1 Community and customer focus

4.2 Continuous organisational improvement

POLICY IMPLICATIONS

Delegation EO-D010

RISK IMPLICATIONS

Low (1) – this report mitigates the risk of non-compliance.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M7/0425

Moved Cr Martin

Seconded Cr Sattler

That Council note and endorse the use of the Common Seal having been attached to:

- 1. Licence Agreement, Office 3, Cornerstone, between WALGA Roadwise and the Shire of Beverley.**

CARRIED 8/0

***For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil***

MOTION & COUNCIL RESOLUTION

M8/0425

Moved Cr White

Seconded Cr Ridgway

That the Meeting move in camera.

CARRIED 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler
Against: Nil

12.2 Beverley Caravan Park Policy Amendment

Submission To:	Ordinary Council Meeting 23 April 2025
Report Date:	14 April 2025
Applicant:	Administration
File Reference:	ADM 0468
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Ordinary Council meeting 26 March 2025
Disclosure(s) Of Interest:	Nil
Attachments:	Policy C010 Caravan Park – Maximum Stay

SUMMARY

Council to consider amending policy C010 Caravan Park – Maximum Stay.

BACKGROUND

At the Ordinary Council Meeting held on 26 March 2025, staff introduced a late item in regards to amending Policy C010 Caravan Park – Maximum Stay following a serious incident involving a Caravan Park guest.

Council resolved to lay the item on the table so a considered report could be presented at the next ordinary Council meeting on 23 April 2025.

COMMENT

Having given the matter due consideration Staff believe that the policy is currently adequate for managing maximum stays at the Caravan Park and consequently recommend that no changes to the policy be made.

STATUTORY ENVIRONMENT

Section 2.7 (2)(b) of the *Local Government Act 1995*

2.7.Role of council

- (1) The council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.
- (2) The council's governing role includes the following —
 - (a) overseeing the allocation of the local government's finances and resources;
 - (b) determining the local government's policies;
 - (c) planning strategically for the future of the district;

- (d) determining the services and facilities to be provided by the local government in the district;
 - (e) selecting the CEO and reviewing the CEO's performance;
 - (f) providing strategic direction to the CEO.
- (3) For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles —
- (a) the council's governing role is separate from the CEO's executive role as described in section 5.41;
 - (b) it is important that the council respects that separation.
- (4) The council must make its decisions —
- (a) on the basis of evidence, on the merits and in accordance with the law; and
 - (b) taking into account the local government's finances and resources.
- (5) The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.
- (6) The council has the other functions given to it under this Act or any other written law.

Policies provide the Council and staff with the ability and direction to make decisions that are considered to be consistent and unbiased. A policy can also provide detail on the manner in which the Shire undertakes certain works or activities.

CONSULTATION

Council

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.1 Community and customer focus

POLICY IMPLICATIONS

C010 Caravan Park – Maximum Stay to remain as is.

RISK IMPLICATIONS

Low (4) - There is a rare likelihood that long term Caravan Park guests pose a major risk to other guest and/or the community.

It is considered that the current long term stay management practice is effective at mitigating any risk.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood					
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)

Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M9/0425

Moved Cr Brown

Seconded Cr Davis

That no change be made to Policy C010 Caravan Park – Maximum Stay.

CARRIED 5/3

For: Cr White, Cr Davis, Cr Lawlor, Cr Martin, & Cr Sattler

Against: Cr Brown, Cr Maxwell & Cr Ridgway

MOTION & COUNCIL RESOLUTION

M10/0425

Moved Cr White

Seconded Cr Martin

That the Meeting move out of camera.

CARRIED 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler

Against: Nil

3.10 Caravan Park – Maximum Stay

Policy Type:	Community
Date Adopted:	September 2014

Policy No:	C010
Date Last Reviewed:	25 September 2024

Legal (Parent):
1.

Legal (Subsidiary):
1.

ADOPTED POLICY	
Title:	MAXIMUM STAY IN CARAVAN PARK
Objective:	To establish guidelines for staying in the Caravan Park.

Policy

The Beverley Caravan Park is dedicated for visitors and tourists and does not accept long term rentals.

The maximum permitted stay in the Beverley Caravan Park is 28 days. Any stay longer than 28 days is to seek permission in writing from the Chief Executive Officer. The Chief Executive Officer has the authority to accept or reject a stay longer than 28 days up to a maximum of 3 months.

Policy Amended: 23 October 2018

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil.

14. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil.

15. CLOSURE

The Chairman declared the meeting closed at 3:36pm.

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

PRESIDING MEMBER:

DATE: