



**27 August 2025**

**ORDINARY COUNCIL MEETING**

**MINUTES**

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## **1. OPENING**

The Presiding Member declared the meeting open at 3:02pm

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 will be 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

### **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  
Mrs A Lewis                      Executive Assistant

### **2.3 Observers, Visitors, Public**

Mr Adam Freeman  
Mr Tim Law  
Mr Andrew Shaw

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

Cr AFC Sattler                    Approved Leave of Absence

### **2.5 Applications for Leave of Absence**

Nil.

## **3. DECLARATIONS OF INTEREST**

Cr DJ Ridgway – Item 11.3 – Impartiality  
Cr SW Martin – Item 11.3 – Impartiality

**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:

GILLAN	Lyn	24 July 2025
ALFORD	Anthony (Tony)	1 August 2025
LUPTON	Terance Peter (Terry)	22 August 2025

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes of the Ordinary Council Meeting Held 23 July 2025**

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M1/0825**

**Moved Cr Martin**

**Seconded Cr Brown**

**That the Minutes of the Ordinary Council Meeting held Wednesday 23 July 2025 be confirmed.**

**CARRIED 7/0**

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

**8. TECHNICAL SERVICES**

Nil

## **9. PLANNING SERVICES**

### **9.1 Development Application – Boundary Mesh Fence, Retaining Wall & Internal Brick Wall/Fence – 93 (Lot 255) Vincent Street, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>14 August 2025</b>
<b>Applicant:</b>	<b>Romola Brennan</b>
<b>File Reference:</b>	<b>VIN 530</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>No</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Locality Map, Drawings of Proposal, Local Heritage Survey Place #65, DWER Comments</b>

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#### **SUMMARY**

An application was received to construct a boundary mesh fence, brick wall/fence and retaining wall at 93 (Lot 255) Vincent Street. It will be recommended the application be approved.

#### **BACKGROUND**

The subject property is located at 93 (Lot 255) Vincent Street, is Zoned 'Rural Townsite' pursuant to the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3), contains an existing single house (recorded on the *Heritage List* in the *Local Heritage Survey - Number 65*), and is 991m<sup>2</sup> in extent.

The property is located within the Avon River Flood Fringe.

The development proposal involves construction of a retaining wall on the southern end of the lot, a 1.8m high boundary mesh fence on Bartram Street, southern section and part of eastern boundary of the lot, and a 1.8m high red brick internal wall/fencing as shown on the plans.

#### **COMMENT**

The proposal is anticipated to improve the security and privacy of the property.

The subject property is listed in the Shire's Local Heritage Survey as place no 65 – please see attachment.

As no changes to the façade of the building is proposed, it is not considered that the proposal will negatively impact the Cultural Heritage Values of the place and is supported from this perspective. The proposed brick fence will be constructed of red bricks to match the existing brickwork of the house.

The section of mesh fencing on Bartram Street complies with the requirements of the R-Codes for front fencing.

## CONSULTATION

Consultation was had with the *Department of Water and Environmental Regulation* which comment is attached to this report. Should Council Consider approving the application it will be recommended their comments be made advice notes.

## STATUTORY ENVIRONMENT

The application may be considered under the Shire of Beverley's 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	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
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**

**M2/0825**

**Moved Cr Martin**

**Seconded Cr Ridgway**

**That Council resolve to grant planning approval for a Boundary Mesh Fence, Retaining Wall and Brick Wall/fencing at 93 (Lot 255) Vincent Street, 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 the Manager: Planning & Development Services.**

**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: The applicant is advised to consider the attached advice from the *Department of Water and Environmental Regulation*.**

**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.**

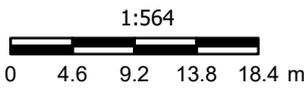
**CARRIED 7/0**

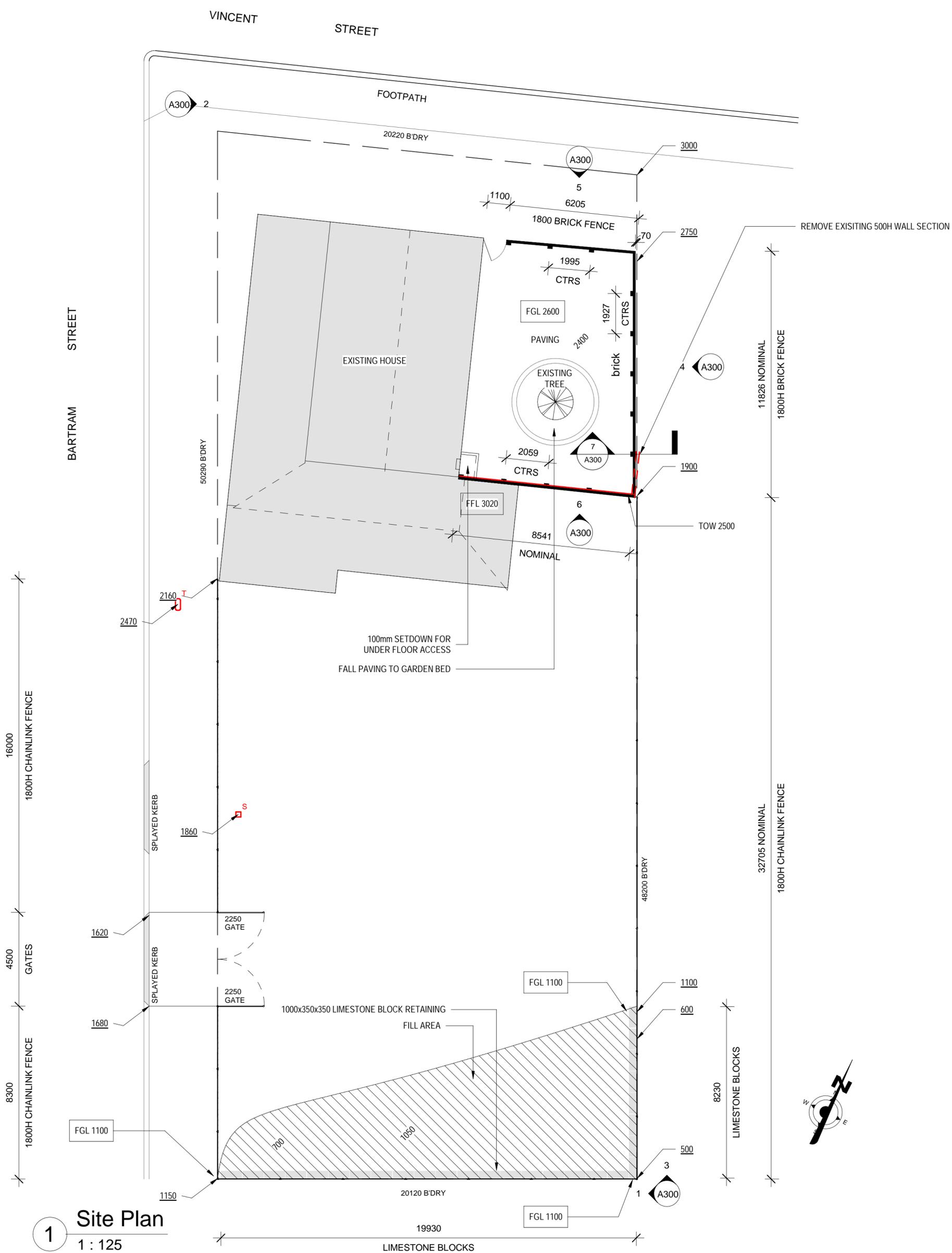
***For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin & Cr Maxwell  
Against: Nil***



Created: 14 August 2025 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au>

Author:





**1 Site Plan**  
1 : 125

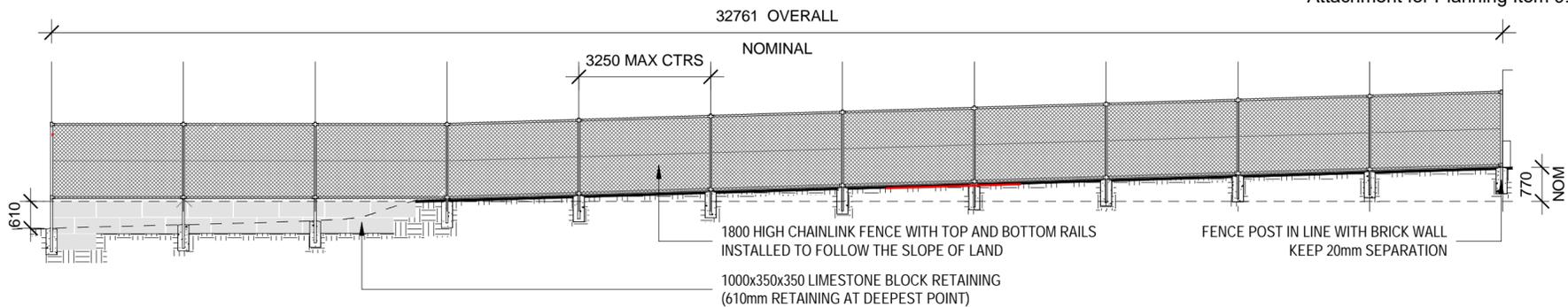


No.	Description	Date
A	Issued for Review	27/05/25
0	Issued for Approval	30/05/25

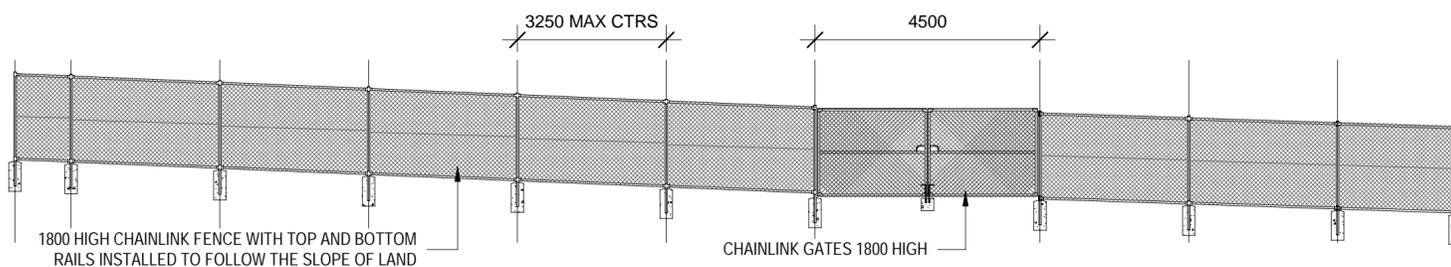
**Romola Brennan**

**Lot 255 (#93) Vincent St  
Beverley WA**

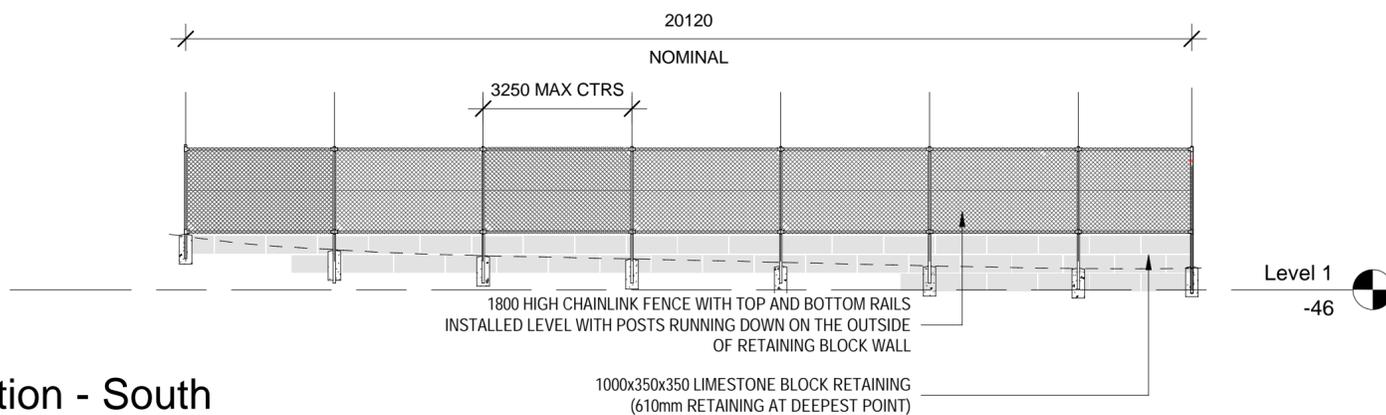
Site Plan	
Project number	300
Date	27/05/2025
Drawn by	Tim
Checked by	-
<b>A100</b>	
Scale	1 : 125
Sheet Size	A2



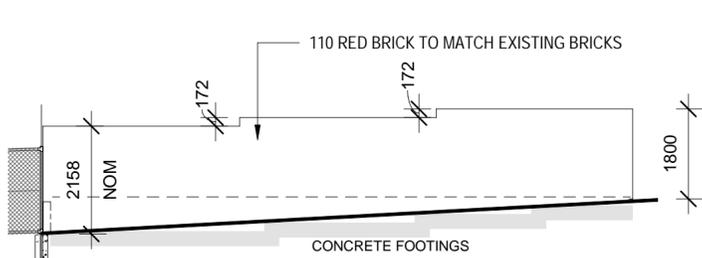
1 Elevation - East  
1 : 100



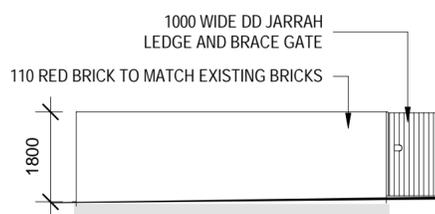
2 Elevation - West  
1 : 100



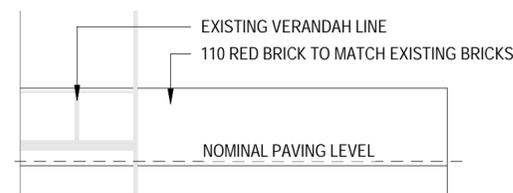
3 Elevation - South  
1 : 100



4 Elevation East Brick Wall  
1 : 100



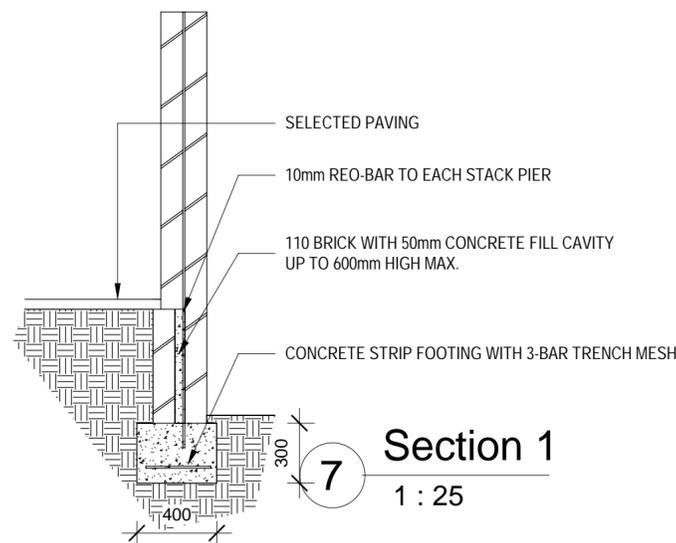
5 Elevation North Brick Wall  
1 : 100



6 Elevation South Brick Wall  
1 : 100

FENCE AND GATE MEMBER SCHEDULE						
CLASS 1 MEDIUM GRADE PIPE IS A REQUIREMENT FOR ALL GATE POSTS & TERMINAL POSTS						
GATE POST TYPE & TERMINAL POST TYPE	NOMINAL PIPE SIZE DN	OUTSIDE Ø	PIPE GRADE	MIN WALL THICKNESS	FOOTING Ø	FOOTING DEPTH
GATE POSTS 1.3m TO 2.4M LEAF SIZE	DN80	88.9mm	MEDIUM	4.00mm	300mm	900mm
GATE POSTS 2.5m TO 2.6M LEAF SIZE	DN80	88.9mm	MEDIUM	4.00mm	300mm	1000mm
END/CRN STRAINER TERMINAL POSTS	DN50	60.3mm	MEDIUM	3.60mm	250mm	750mm
INTERMEDIATE POSTS	DN40	48.3mm	MEDIUM	3.20mm	250mm	600mm
BACK STAYS	DN32	42.4mm	MEDIUM	3.20mm	250mm	600mm
PIPE TOP AND BOTTOM RAIL	DN32	42.4mm	MEDIUM	3.20mm	-	-

- NOTES:
- ALL CHAINLINK FENCING AND GATES TO BE INSTALLED IN ACCORDANCE WITH AS1725.
  - ALL POSTS TO BE CAPPED.
  - TOP AND BOTTOM OF MESH TO BE BARBED SELVEDGE.
  - WIRE MATERIAL TO BE LIGHT DUTY FABRIC - 50mm PITCH x 2.50mm WIRE ZINC/ALUMINIUM COATED QUALITY (W0525A).
  - ALL GATE MEMBERS TO BE 33.4Ø DN25 PIPE WITH CRIMPED AND FULLY WELDED CONNECTIONS.
  - MESH TO BE LACED TO ALL GATE MEMBERS.
  - ALL HINGES TO BE GALVANISED.



7 Section 1  
1 : 25



No.	Description	Date
A	Issued for Review	27/05/25

**Romola Brennan**

**Lot 255 (#93) Vincent St  
Beverley WA**

Elevations	
Project number	300
Date	27/05/2025
Drawn by	Tim
Checked by	-
<b>A300</b>	
Scale	As indicated
Sheet Size	A2

**SHIRE OF BEVERLEY Attachment for Planning Item 9.1  
LOCAL HERITAGE SURVEY**



**LOCAL HERITAGE SURVEY: PLACE NO. 65**

**INHERIT: 00141**

<b>NAME OF PLACE</b>		<b>ROADS BOARD OFFICE (FMR)</b>	
Place Type	Single Building		
Other names			
Address	93 (Lot 255) Vincent Street		
Suburb/Town	Beverley		
Reserve No:			
GPS:	Lat: -32.107640 Long: 116.928492		
<b>CONSTRUCTION DATE</b>		Constructed from 1908	
Original Use	Roads Board Office		
Present Use	Private Residence		
Other Use			
<b>CONSTRUCTION MATERIALS</b>			
Walls	Brick	Rendered Brick	
Roof	Tin		
Other			
<b>ARCHITECTURAL STYLE</b>		Federation Free Classical	

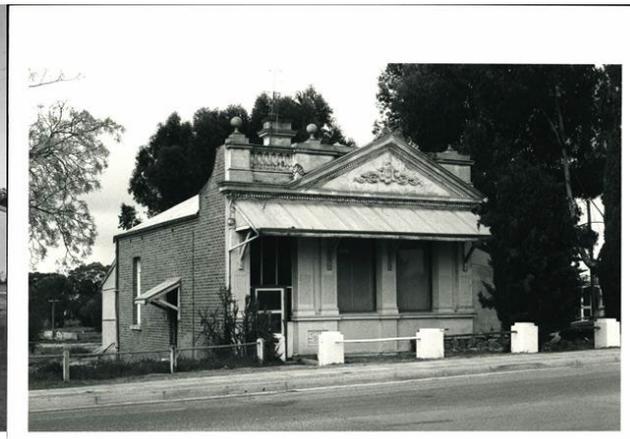
<b>DESCRIPTION</b>	
<p>Built in 1908, the building has an ornate facade. The awning shown protruding from the northern façade in the above image has since been removed.</p> <p>The predominant features of this place include the asymmetrical façade and the pediment, the scrolls, the square windows, the ornamental spheres on the parapet and the parapeted street facade in close proximity to the street boundary. The Federation free Classical Style employed for this place was suitable for its intended public authority use.</p>	
<b>CONDITION:</b> Good	
<b>INTEGRITY:</b> Many modifications	
<b>AUTHENTICITY:</b> Many modifications	
<b>HISTORIC THEME &amp; SUBTHEME</b>	
Social and Civic Activities: Government & Politics	
<b>STATEMENT OF SIGNIFICANCE</b>	
The place has significant townscape and streetscape value. It is significant as an example of local Shire public buildings constructed during the same era in Australia.	
<b>MANAGEMENT RECOMMENDATION</b>	
<b>Level of Significance - Category: 2</b>	
<b>HISTORICAL NOTES</b>	
The building served as the Beverley Roads Board Offices. The foundation stone was laid by Frank Tyndall Broun (JP) on 4 <sup>th</sup> December 1908.	
<b>LISTINGS</b>	
Inherit: No 00141	
<b>SUPPORTING INFORMATION/BIBLIOGRAPHY</b>	<b>DOCUMENT TYPE</b>
<i>Beverley Historical Society</i>	



**Foundation Stone on front Façade**



© LISWA 2001 Batty Library All Rights Reserved



**Stefan De Beer**

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**From:** Diana Nussey <Diana.Nussey@dwer.wa.gov.au>  
**Sent:** Monday, 4 August 2025 2:50 PM  
**To:** Stefan De Beer  
**Subject:** DWER comments - Shire of Beverley - Development application - 93 (Lot 255) Vincent St Beverley  
**Attachments:** FPM Avon Lot 255 #93 Vincent St BEVERLEY.pdf; Shire of Beverley referral letter - boundary wall - 93 (Lot 255) Vincent St Beverley.pdf

OFFICIAL

Dear Stefan,

**RE: 2025/024 – Development Application – Boundary Wall – 93 (Lot 255) Vincent Street, Beverley**

Thank you for providing the above referral for the Department of Water and Environmental Regulation (DWER) to consider.

DWER provides advice and recommends guidelines for development on floodplains with the object of minimising flood risk and damage.

The Avon Flood Study shows that the lot is affected by flooding during major events with the following flood levels:

Event	Level
1 in 10 (10%) AEP	~ 192.87 m AHD
1 in 25 (4%) AEP	~ 193.49 m AHD
1 in 100 (1%) AEP	~ 194.47 m AHD (see attached map)

Based on our floodplain management strategy for the area, proposed development (i.e., filling, building, etc) on the Lot that is located outside of the floodway is considered acceptable with respect to major flooding. A minimum habitable floor level of 0.5 metre above the appropriate 1 in 100 (1%) AEP flood level (i.e., 194.97 m AHD) is recommended to ensure adequate flood protection.

The available contour information shows that the general surface elevation of the Lot is between 192.9 m AHD and 195.0 m AHD.

A failure to properly adhere to these recommendations will result in a greater exposure to risks of flood damage. Please note that this advice is related to major flooding only and other planning issues, such as stormwater drainage and environmental and ecological considerations may also need to be addressed.

If you have any queries, please contact me.

Kind regards,

[Diana Nussey](#)

A/Senior Natural Resource Management Officer  
 Swan Avon Region Planning Advice  
 Approvals – Statewide Delivery

[Department of Water and Environmental Regulation](#)

7 Ellam St, VICTORIA PARK WA 6100

## **9.2 Development Application – Glider Hangar Lot 16 on DP79708, Tip Road, Beverley Airfield**

---

<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>17 August 2025</b>
<b>Applicant:</b>	<b>Stewart McVey</b>
<b>File Reference:</b>	<b>BRE 32745</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>No</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Application Letter, Site Plan and Hangar Drawing</b>

---

### **SUMMARY**

An application has been received for the construction of a Glider Hangar at the Beverley Airfield. The application will be recommended for approval.

### **BACKGROUND**

The Shire has received a proposal to construct a Colorbond clad Glider Hangar (in extent 21m x 9m = 189m<sup>2</sup>) at the Beverley Airfield, within the agreed **extended** *Beverley Soaring Society* lease area, as per the adopted Beverley Airfield Precinct Planning Policy. In terms of the previous *Shire of Beverley Town Planning Scheme No. 2, Club Premises* Land Use is an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

In terms of the present *Shire of Beverley Local Planning Scheme No. 3 (LPS3)*, the use of *Club Premises* is an 'A' use in the *Rural* zone, which requires advertising pursuant to Clause 64 of the deemed provisions. The *Department of Planning Lands and Heritage* however advised that exemption for advertising is appropriate pursuant to Clause 64(2).

The subject site is zoned '*Rural*', contains buildings associated with the *Beverley Soaring Society*, a number of on-site caravans, caravan shelters and existing glider hangars.

### **COMMENT**

The application is for planning approval for the construction of a Glider Hangar associated with *Beverley Soaring Society* activities.

The hangar is proposed to be clad in Pale Eucalypt Colorbond with Surfmist Colorbond roof. This accords with the abovementioned Local Planning Policy.

The proposal is regarded as conforming with the intent of the broader established land use and it is considered to add value to the club activities.

It is the opinion of planner that the proposal will enhance an activity (gliding) that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant conditional Planning Approval for the application.

### **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
<b>Likelihood</b>					
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**

**M3/0825**

**Moved Cr Brown**

**Seconded Cr Maxwell**

**That Council grant Planning Approval for the construction of a Glider Hangar on Lot 16 on DP79708, Tip Road, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

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

**Advice Notes:**

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

**Note 2: The applicant is advised a building permit is required prior to commencement of any building works.**

**Note 3: The applicant is advised to consider the location of the Range Danger Area of the Beverley Rifle Club.**

**Note 4: 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 Martin & Cr Maxwell  
Against: Nil***

Stewart Mcvey

15/08/2025

Dear Beverley shire

My name is Stewart Mcvey I am a member of the Beverley soaring society  
I am seeking approval to build a 21 X 9 M Hanger, In Position H as shown in the documentation provided.

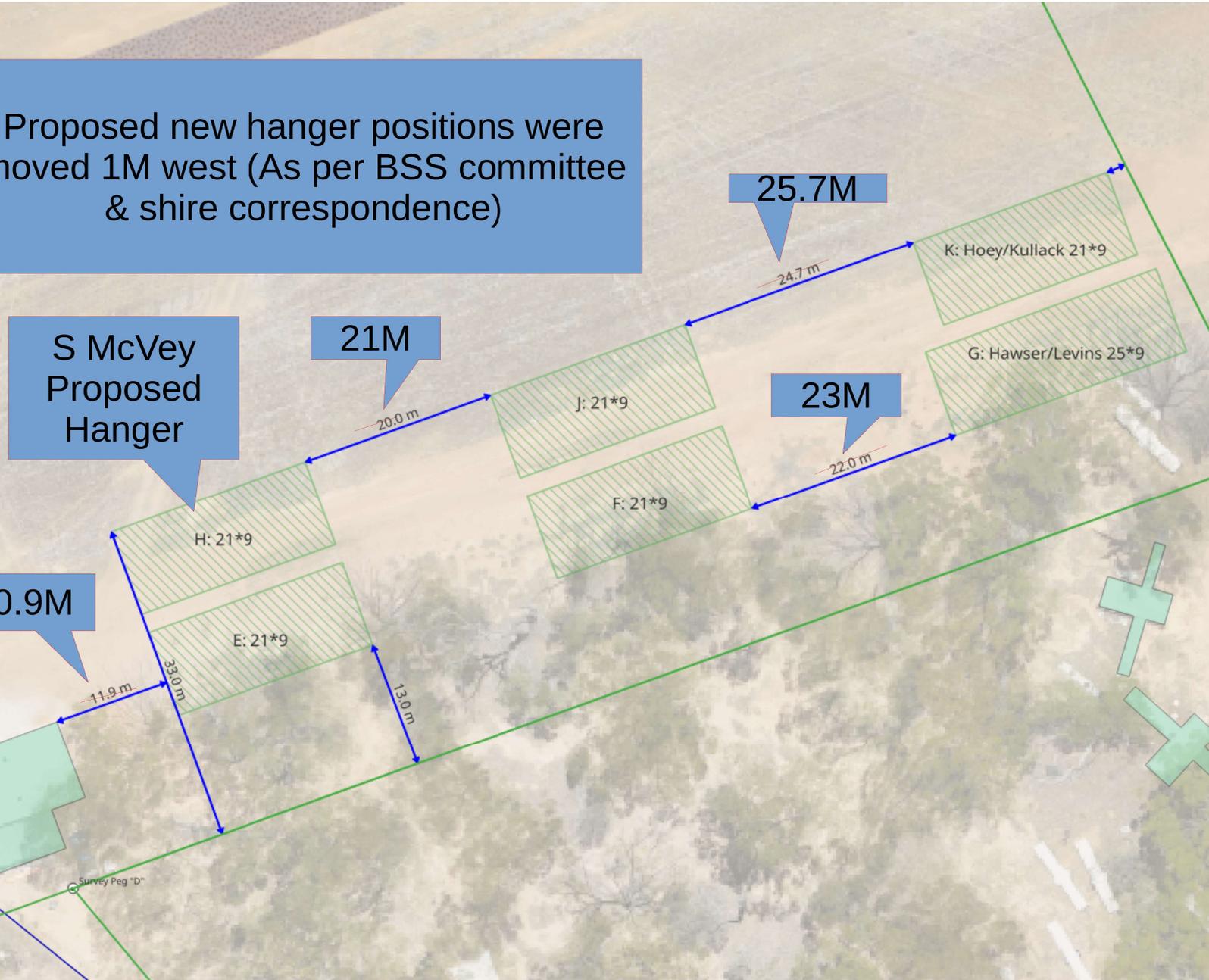
As I understand it the position of this hanger was previously discussed between the BSS committee and the shire. The attached drawing show's the revised position as per that correspondence.

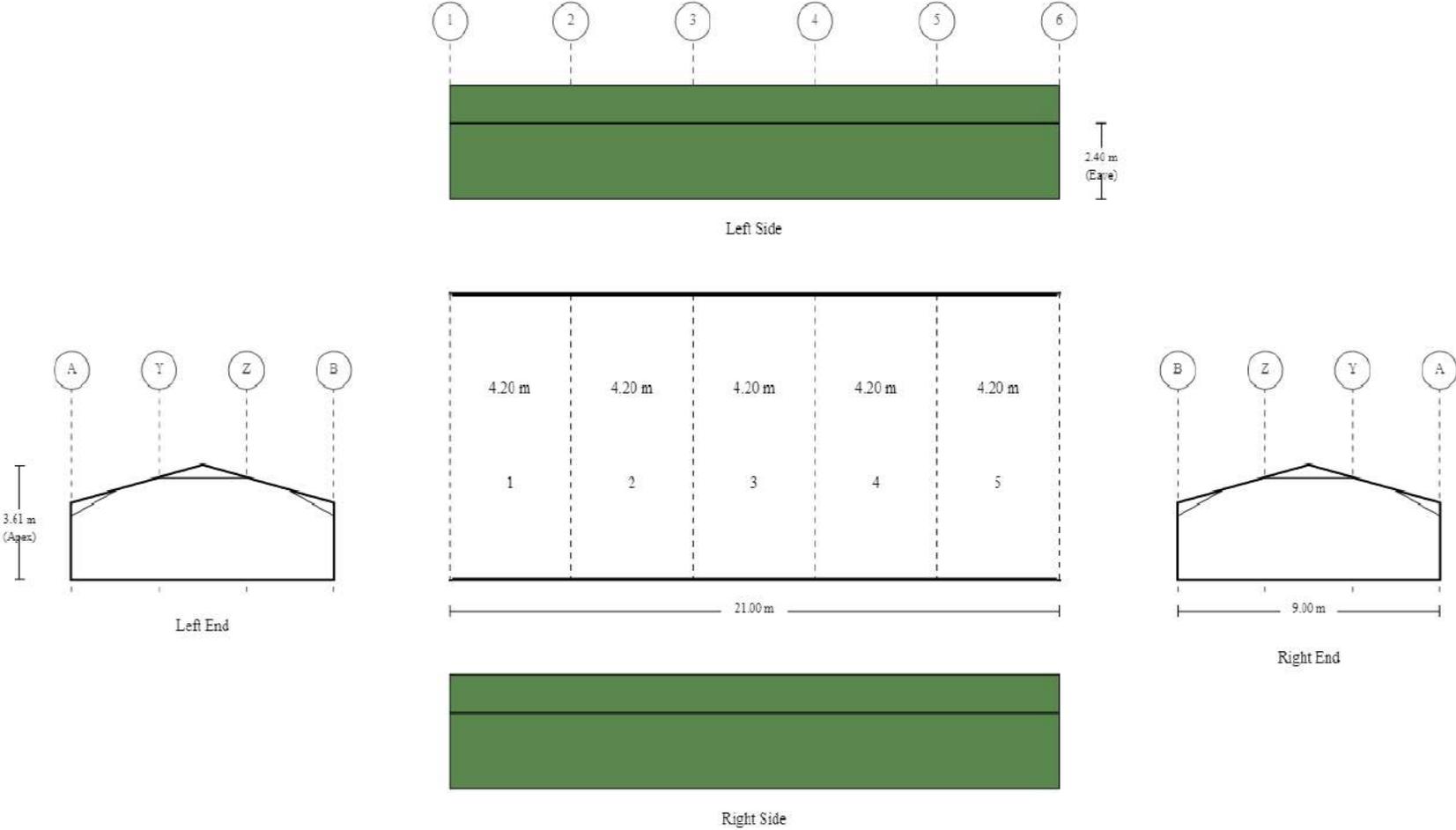
- 1: 21 X 9 M colour bond hanger
- 2: Surf-mist roof
- 3: Walls and flashing all Pale Eucalypt
- 4: Pier Footings
- 5: Crushed rock floor
- 6: Housing one Glider and one Light Sports Aircraft

This will be a slightly shorter version of the Hanger in Position G (Hawser /Levins)

all the best

Stewart





Purchaser Name: Stewart Moxey	
Site Location: Block H, Runway 26, Dave Woodward Dr Beverley WA 6304 Australia	
Drawing # AWSI250040 - 3	Print Date: 22/07/2025

**Layout**  
**NOT FOR CONSTRUCTION**  
 Not to Scale  
 © Copyright Steelx IP Pty Ltd

Seller: Wide Span Industrial Buildings  
 Wide Span Sheds Pty Ltd  
 Phone: 07 5657 8888  
 Fax: 07 5657 8899  
 Email: engineering@steelx.com.au

Apex Engineering Group PTY LTD  
 ACN 632 588 562  
 ME Aust. (Registered NER Structural) 5276680  
 QLD : RPEQ No. 24223; TAS : 185770492; VIC : PE0003848; N.T.: 303557ES;  
 Practising Professional Structural & Civil Engineers

Signature: *J. Ronaldson* Date: John Ronaldson  
 Date: 22/07/2025

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

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>19 August 2025</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>Simon Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>July 2025 Financial Reports</b>

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 31 July 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 2025 Ordinary Meeting, item 11.3.

#### **COMMENT**

The monthly financial reports for the period ending 31 July 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 2025/26 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
<b>Likelihood</b>					
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**

**M4/0825**

**Moved Cr Ridgway**

**Seconded Cr Lawlor**

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

**CARRIED 7/0**

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

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

Description	Budget 2025/26	YTD Budget 2025/26	YTD Actual 2025/26	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
<b>Operating Revenue</b>						
Rates	3,580,630.00	10,000.00	9,292.50	(707.50)	▼	
Operating Grants, Subsidies and Contributions	1,212,241.00	211,966.00	208,667.64	(3,298.36)	▼	
Profit On Asset Disposal	7,000.00	583.00	0.00	(583.00)	▼	
Fees & Charges	1,152,020.00	48,271.00	52,911.96	4,640.96	▲	
Interest Earnings	153,417.00	4,666.00	438.26	(4,227.74)	▼	
Other Revenue	248,485.00	11,502.00	10,983.97	(518.03)	▼	
Non-Operating Grants, Subsidies and Contributions	4,885,373.00	575,500.00	574,416.07	(1,083.93)	▼	
<b>Total Operating Revenue</b>	<b>11,239,166.00</b>	<b>862,488.00</b>	<b>856,710.40</b>	<b>(5,777.60)</b>		
<b>Operating Expenditure</b>						
Employee Costs	(2,909,175.00)	(238,412.00)	(230,969.43)	7,442.57	▲	
Materials & Contracts	(2,511,263.00)	(145,279.00)	(141,544.91)	3,734.09	▲	
Utilities	(265,210.00)	(20,087.00)	(15,738.57)	4,348.43	▲	
Depreciation On Non-Current Assets	(2,490,097.00)	(207,500.00)	(230,532.76)	(23,032.76)	▼	Depreciation charge higher than anticipated YTD.
Interest Expenses	(139,792.00)	(9,550.00)	(7,511.75)	2,038.25	▲	
Insurance Expenses	(372,618.00)	(170,192.00)	(175,260.40)	(5,068.40)	▼	
Other Expenditure	(98,101.00)	(6,874.00)	(11,345.07)	(4,471.07)	▼	
Loss On Asset Disposal	(22,500.00)	(541.00)	0.00	541.00	▲	
<b>Total Operating Expenditure</b>	<b>(8,808,756.00)</b>	<b>(798,435.00)</b>	<b>(812,902.89)</b>	<b>(14,467.89)</b>		
<b>Net Operating</b>	<b>2,430,410.00</b>	<b>64,053.00</b>	<b>43,807.51</b>	<b>(20,245.49)</b>		
<b>Capital Income</b>						
Proceeds from Sale of Assets	165,000.00	0.00	0.00	0.00	▼	
New Loan Raised	3,000,000.00	0.00	0.00	0.00	▼	
<b>Total Capital Income</b>	<b>3,165,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Capital Expenditure</b>						
Land and Buildings	(7,613,658.00)	(530,000.00)	(532,898.19)	(2,898.19)	▼	
Plant and Equipment	(454,000.00)	(45,000.00)	(32,334.65)	12,665.35	▲	New Planner Vehicle cost lower than anticipated. \$4,000 has been allocated to building mtce for the installation of charging infrastructure which was included in the vehicle purchase budget.
Office Furniture and Equipment	(35,600.00)	0.00	0.00	0.00	▼	

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

Description	Budget 2025/26	YTD Budget 2025/26	YTD Actual 2025/26	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Road Construction	(1,984,522.00)	(96,000.00)	(95,940.30)	59.70	▲	
Other Infrastructure	(1,904,249.00)	0.00	0.00	0.00	▼	
Leases	(5,331.00)	0.00	0.00	0.00	▼	
Loans - Principal Repayments	(275,310.00)	0.00	0.00	0.00	▼	
<b>Total Capital Expenditure</b>	<b>(12,272,670.00)</b>	<b>(671,000.00)</b>	<b>(661,173.14)</b>	<b>9,826.86</b>		
<b>Net Capital</b>	<b>(9,107,670.00)</b>	<b>(671,000.00)</b>	<b>(661,173.14)</b>	<b>9,826.86</b>		
<b>Adjustments</b>						
Depreciation Written Back	2,490,097.00	207,500.00	230,532.76	23,032.76		
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 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	15,500.00	0.00	0.00	0.00		
<b>Add Funding From</b>						
Transfer (To)/From Reserves	1,311,386.00	0.00	0.00	0.00		
Opening Surplus/(Deficit)	2,860,277.00	2,860,277.00	2,860,277.42	0.42		
<b>Total Adjustments</b>	<b>6,677,260.00</b>	<b>3,067,777.00</b>	<b>3,090,810.18</b>	<b>23,033.18</b>		
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>2,460,830.00</b>	<b>2,473,444.55</b>	<b>12,614.55</b>		

<b>SHIRE OF BEVERLEY</b> <b>STATEMENT OF NET CURRENT ASSETS</b> <b>FOR THE PERIOD ENDING</b> <b>31 July 2025</b>		
Description	Actual 2024/25	YTD Actual 2025/26
<b>Current Assets</b>		
Cash at Bank	2,955,806.84	980,787.16
Cash - Unrestricted Investments	1,834,335.58	3,340,813.90
Cash - Restricted Reserves	2,713,190.37	2,713,190.37
Cash on Hand	700.00	700.00
Accounts Receivable	633,717.66	1,166,821.64
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	12,511.85	12,904.96
<b>Total Current Assets</b>	<b>8,150,262.30</b>	<b>8,215,218.03</b>
<b>Current Liabilities</b>		
Accounts Payable	(2,250,211.90)	(2,702,000.50)
Loan Liability - Current	(275,310.19)	(275,310.19)
Lease Liability - Current	(5,331.02)	(5,331.02)
Annual Leave Liability - Current	(305,947.15)	(305,947.15)
Long Service Leave Liability - Current	(180,520.69)	(180,520.69)
Doubtful Debts	0.00	0.00
<b>Total Current Liabilities</b>	<b>(3,017,320.95)</b>	<b>(3,469,109.55)</b>
<b>Adjustments</b>		
Less Restricted Reserves	(2,713,190.37)	(2,713,190.37)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	159,885.23	159,885.23
Add Lease Principal Expense	5,331.02	5,331.02
Add Loan Principal Expense	275,310.19	275,310.19
<b>Total Adjustments</b>	<b>(2,272,663.93)</b>	<b>(2,272,663.93)</b>
<b>NET CURRENT ASSETS</b>	<b>2,860,277.42</b>	<b>2,473,444.55</b>

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

Description	Actual 2024/25	YTD Actual 2025/26	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	7,504,032.79	7,035,491.43	(468,541.36)
Accounts Receivable	633,717.66	1,166,821.64	533,103.98
Contract Asset - Current	0.00	0.00	0.00
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	12,511.85	12,904.96	393.11
<b>Total Current Assets</b>	<b>8,150,262.30</b>	<b>8,215,218.03</b>	<b>64,955.73</b>
<b>Current Liabilities</b>			
Accounts Payable	(699,326.40)	(1,151,115.00)	(451,788.60)
Contract Liability - Current	(1,550,885.50)	(1,550,885.50)	0.00
Loan Liability - Current	(275,310.19)	(275,310.19)	0.00
Lease Liability - Current	(5,331.02)	(5,331.02)	0.00
Annual Leave Liability - Current	(305,947.15)	(305,947.15)	0.00
Long Service Leave Liability - Current	(180,520.69)	(180,520.69)	0.00
Doubtful Debts	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>(3,017,320.95)</b>	<b>(3,469,109.55)</b>	<b>(451,788.60)</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	190,403.95	190,403.95	0.00
Non-Current Investments	59,714.63	59,714.63	0.00
Land and Buildings	29,678,558.16	30,144,946.38	466,388.22
Plant and Equipment	2,198,870.60	2,208,873.00	10,002.40
Furniture and Equipment	179,915.41	176,922.87	(2,992.54)
Infrastructure	150,477,318.70	150,434,561.00	(42,757.70)
Self Supporting Loan - Non Current	0.00	0.00	0.00
<b>Total Non-Current Assets</b>	<b>182,784,781.45</b>	<b>183,215,421.83</b>	<b>430,640.38</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(3,051,393.45)	(3,051,393.45)	0.00
Lease Liability - Non Current	(10,662.06)	(10,662.06)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(100,559.62)	(100,559.62)	0.00
<b>Total Non Current Liabilities</b>	<b>(3,162,615.13)</b>	<b>(3,162,615.13)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>184,755,107.67</b>	<b>184,798,915.18</b>	<b>43,807.51</b>

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

Description	Actual 2024/25	YTD Actual 2025/26	Movement
<b>Equity</b>			
Accumulated Surplus	(56,487,330.36)	(56,531,137.87)	(43,807.51)
Reserves - Cash Backed	(2,713,190.37)	(2,713,190.37)	0.00
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
<b>Total Equity</b>	<b>(184,755,107.67)</b>	<b>(184,798,915.18)</b>	<b>(43,807.51)</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 July 2025						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
<b>4320546</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	159,885.23				
	Plant	318,570.46				
	Emergency Services	32,850.52				
	Building	308,646.49				
	Recreation Ground	987,290.39				
	Cropping Committee	114,246.95				
	Infrastructure	234,120.82				
	Senior Housing	319,852.28				
	Avondale Mach Museum	68,989.35				
	ITC Renewal Reserve	168,737.88	<b>2,713,190.37</b>	5 mnths	4.25%	24/11/2025
<b>5169559</b>	<b>Term Deposit Bendigo</b>	530,913.44		3 mnths	4.20%	24/09/2025
<b>5173900</b>	<b>Term Deposit Bendigo</b>	522,731.72		3 mnths	4.10%	26/09/2025
<b>5189751</b>	<b>Term Deposit Bendigo</b>	500,000.00		3 mnths	4.05%	15/10/2025
<b>5189752</b>	<b>Term Deposit Bendigo</b>	500,000.00		4 mnths	4.10%	17/11/2025
<b>5189755</b>	<b>Term Deposit Bendigo</b>	500,000.00		5 mnths	4.15%	15/12/2025
<b>5201605</b>	<b>Term Deposit Bendigo</b>	524,962.75		6 mnths	4.15%	29/01/2026
<b>5201604</b>	<b>Term Deposit Bendigo</b>	262,205.99		6 mnths	4.15%	29/01/2026
			<b>3,340,813.90</b>			
	<b>Total</b>		<b>6,054,004.27</b>			

## **11.2 Accounts Paid by Authority**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>20 August 2025</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>Simon Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>July 2025 List of Reports</b>

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

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

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2025/26 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 2025/26 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
<b>Likelihood</b>					
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**

**M5/0825**

**Moved Cr Martin**

**Seconded Cr Brown**

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

**July 2025:**

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

**Cheque vouchers**

07 Jul 2025 1949-1950 (2) \$ 169.59 (authorised by CEO S Gollan and Pres D White)

**Total of cheque vouchers for July 2025 incl \$ 169.59 previously paid**

**EFT vouchers**

01 Jul 2025 EFT 11470-11470 (1) \$ 2,410.74 (authorised by CEO S Gollan and DCEO S Marshall)

02 Jul 2025 EFT 1-35 (35) \$ 67,229.62 (authorised by DCEO S Marshall and Pres D White)

07 Jul 2025 EFT 11471-11514 (44) \$ 402,761.45 (authorised by CEO S Gollan and Pres D White)

07 Jul 2025 EFT 11515-11520 (6) \$ 6,943.88 (authorised by CEO S Gollan and Pres D White)

09 Jul 2025 EFT 11528-11534 (6) \$ 24,408.41 (authorised by CEO S Gollan and DCEO S Marshall)

15 Jul 2025 EFT 11536-11545 (10) \$ 1,530,888.58 (authorised by CEO S Gollan and DCEO S Marshall)

16 Jul 2025 EFT 1-35 (35) \$ 65,105.00 (authorised by CEO S Gollan and DCEO S Marshall)

16 Jul 2025 EFT 11546-11548 (3) \$ 8,182.96 (authorised by CEO S Gollan and DCEO S Marshall)

25 Jul 2025 EFT 11551-11567 (17) \$ 46,912.02 (authorised by DCEO S Marshall and Cr D Davis)

25 Jul 2025 EFT 11568-11569 (2) \$ 6,447.82 (authorised by DCEO S Marshall and Cr D Davis)

30 Jul 2025 EFT 1-38 (38) \$ 65,997.35 (authorised by CEO S Gollan and DCEO S Marshall)

31 Jul 2025 EFT 11570-11570 (1) \$ 36,053.47 (authorised by CEO S Gollan and Pres D White)

**Total of EFT vouchers for July 2025 incl \$ 2,263,341.30 previously paid**

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

**Cheque vouchers**

Nil vouchers

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

**EFT vouchers**

09 Jul 2025 EFT 11535-11535 (1) \$ 200.00 (authorised by CEO S Gollan and DCEO S Marshall)

**Total of EFT vouchers for July 2025 incl \$ 200.00 previously paid.**

**(3) Direct Debit Payments totalling \$ 136,680.92 previously paid.**

**(4) Credit Card Payments totalling \$ 1,128.84 previously paid.**

**CARRIED 7/0**

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

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1949	07 Jul 2025	ACMA - Australian Communications & M	Land mobile Appart Lic Renewal Lic 252882/1 Exp: 31 Jul 2026	(116.00)	
Cheque #	1950	07 Jul 2025	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Jul - Aug 25	(53.59)	(169.59)
EFT Pymt	EFT 11470	01 Jul 2025	Telstra Limited	2025-07 Jul Telephone accounts	(2,410.74)	(2,410.74)
EFT Pymt	EFT 11471	07 Jul 2025	ASB Marketing P/L	Uniforms: Admin staff	(2,085.27)	
EFT Pymt	EFT 11472	07 Jul 2025	Aalan Line Marking Services WA	Vincent St: Line marking	(22,995.50)	
EFT Pymt	EFT 11473	07 Jul 2025	Afgri Equipment Australia Pty Ltd	Various plant: Parts & services	(5,812.12)	
EFT Pymt	EFT 11474	07 Jul 2025	Avon Trading Pty Ltd	2025-06 Jun Hardware purchases & May 2025 Uniforms: Outside staff	(6,768.00)	
EFT Pymt	EFT 11475	07 Jul 2025	Avon Valley Ag Pty Ltd	Minor plant purchase x 2	(1,143.00)	
EFT Pymt	EFT 11476	07 Jul 2025	BSL - DMIRS Dept Mines, Industry Reg	2025-06 Jun 25 Collections x 3 (Lics 24/25: 41, 42, 43)	(482.07)	
EFT Pymt	EFT 11477	07 Jul 2025	Beacon Equipment (Bepassey Nom P/L	Minor plant purchase: Hedge trimmer	(999.00)	
EFT Pymt	EFT 11478	07 Jul 2025	Beverly Community Resource Centre	Bev Caravan Park, Cabins and RV Park: Advertising	(300.00)	
EFT Pymt	EFT 11479	07 Jul 2025	Beverly Electrical Services - BES	Various bldgs: Electrical works	(11,571.59)	
EFT Pymt	EFT 11480	07 Jul 2025	Beverly Post News and Gifts (BPNG)	2025-06 Jun Newspaper Subscription & Stationery Purchases	(636.20)	
EFT Pymt	EFT 11481	07 Jul 2025	Bluejay Ag Solutions	2025-07 Jul (Ed 489): Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 11482	07 Jul 2025	Bookeasy Australia Pty Ltd	2025-06 Jun Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 11483	07 Jul 2025	CSSTech Group Pty Ltd	CEO: New mobile accessories	(148.75)	
EFT Pymt	EFT 11484	07 Jul 2025	Caravan Industry Association WA Inc	2025/25 Caravan Industry Association WA annual membership	(1,155.00)	
EFT Pymt	EFT 11485	07 Jul 2025	Chantelle Marie Meade	Council Meet - 25 Jun 2025: Catering	(360.00)	
EFT Pymt	EFT 11486	07 Jul 2025	Copyworld Toshiba	2025-06 Jun 25: Copy fees	(497.26)	
EFT Pymt	EFT 11487	07 Jul 2025	Country Copiers Northam (DA Gardner	2025-06 Jun Stationery order	(2,536.30)	
EFT Pymt	EFT 11488	07 Jul 2025	Dallcon Concrete Pty Ltd	MUN2507 (Clulow Rd): Box culverts	(17,520.80)	
EFT Pymt	EFT 11489	07 Jul 2025	Department of Planning Lands and Heri	2025-07 Jun: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 11490	07 Jul 2025	Distinctive Pools Pty Ltd	LBS2402 - Swim Pool Redev Stage 1 - Progress pymt 04 - Jun 2025	(194,484.15)	
EFT Pymt	EFT 11491	07 Jul 2025	E & MJ Rosher P/L	BE423 (PMOW03): Parts	(270.58)	
EFT Pymt	EFT 11492	07 Jul 2025	Filters Plus	BE036 (PLDR03): Various filters	(325.60)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11493	07 Jul 2025	Fleet Commercial Gymnasiums P/L	Replacement gym equipment	(2,238.50)	
EFT Pymt	EFT 11494	07 Jul 2025	Focus Networks	2025-06 Jun Computer Support	(7,161.00)	
EFT Pymt	EFT 11495	07 Jul 2025	Hutton and Northey Sales	Various plant: Supplies	(2,503.11)	
EFT Pymt	EFT 11496	07 Jul 2025	IT Vision Australia Pty Ltd ta Ready Tec	2025/26 Annual License Fees - Synergy Soft (10 Users): 14 Modules	(34,587.91)	
EFT Pymt	EFT 11497	07 Jul 2025	JLT Risk Solutions Pty Ltd	2024/254 Regional Risk Coordinator Programme: 2 of 2 instalments	(4,856.50)	
EFT Pymt	EFT 11498	07 Jul 2025	Kleen West Distributors	Various bldgs: Cleaning products	(2,222.20)	
EFT Pymt	EFT 11499	07 Jul 2025	Landgate	Valuation Fees (Rural UV Interim Shd): R2025/02 x 2	(94.36)	
EFT Pymt	EFT 11500	07 Jul 2025	Local Government Professionals Austræ	2025/26 Corporate Bronze membership, CEO S Gollan & DCEO S Marshall	(1,780.00)	
EFT Pymt	EFT 11501	07 Jul 2025	MAL Automotives Pty Ltd	BE009 (PBFT04): Repairs post accident	(15,396.71)	
EFT Pymt	EFT 11502	07 Jul 2025	Martins Trailer Parts	1TWK749 (PTRL17): Parts	(42.32)	
EFT Pymt	EFT 11503	07 Jul 2025	Michael Wilson	2025-07 Jul (Ed 489) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 11504	07 Jul 2025	Node One Pty Ltd	2025-07 Jul NBN Fixed wireless Business FW Plus 75/10 mbps unlimited	(89.00)	
EFT Pymt	EFT 11505	07 Jul 2025	Payroll Plus Consulting Pty Ltd	2025 SynergySoft EOY Payroll Processing & Training	(2,343.00)	
EFT Pymt	EFT 11506	07 Jul 2025	Reap What You Sow	Apr - Jun 2025 Gym Inductions x 13	(325.00)	
EFT Pymt	EFT 11507	07 Jul 2025	Regional Development Australia Wheat	2025/26 subs to the Collaborative RDA Wheatbelt and Midwest Gascoyne GrantGu	(550.00)	
EFT Pymt	EFT 11508	07 Jul 2025	Services Australia (Child Support - D J	Payroll deductions	(904.59)	
EFT Pymt	EFT 11509	07 Jul 2025	Shire of Beverley	Retention fee 04 on Progress pymt 04 (Inv 0536 - LBS2402 - Swim Pool Redev Sta	(21,609.35)	
EFT Pymt	EFT 11510	07 Jul 2025	Shire of Gingin	2023/24 Damstra E Learning & 2024/25 Damstra E Learning	(2,183.18)	
EFT Pymt	EFT 11511	07 Jul 2025	Snap Osborne Park	Various: Printing of envelopes, tip passes, business cards	(3,661.59)	
EFT Pymt	EFT 11512	07 Jul 2025	Synergy	Street Lights: 25 May - 24 Jun 25 & C/Park to 20 Jun 25	(4,088.60)	
EFT Pymt	EFT 11513	07 Jul 2025	Wheatbelt Arborist Service Professiona	Refuse Site Management fees: Mar - Jun 2025	(23,760.00)	
EFT Pymt	EFT 11514	07 Jul 2025	York Laundromat	10 - 24 Jun 2025 Onsite Cabins Laundry fees	(391.77)	(402,761.45)
EFT Pymt	EFT 11515	07 Jul 2025	Australia Post	2025-06 Jun Postage	(270.44)	
EFT Pymt	EFT 11516	07 Jul 2025	BOC Limited	2025-06 Jun Cylinder Rental: Medical oxygen C size	(6.90)	
EFT Pymt	EFT 11517	07 Jul 2025	Beverley Supermarket & Liquor (IGA)	2025-06 Jun purchases	(374.37)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11518	07 Jul 2025	Lydia Highfield	CEO Recruitment & Selection Services Contract	(5,707.40)	
EFT Pymt	EFT 11519	07 Jul 2025	Repco - Division of GPC Asia Pacific Pt	Various plant: Purchases	(250.38)	
EFT Pymt	EFT 11520	07 Jul 2025	Team Global Express Pty Ltd (nee Toll	Freight charges: 30 May - 24 Jun 2025	(334.39)	(6,943.88)
EFT Pymt	EFT 11528	09 Jul 2025	Avon Valley Glass - AVG	Bev Medical Centre: Security screens	(2,009.20)	
EFT Pymt	EFT 11529	09 Jul 2025	Dallcon Concrete Pty Ltd	MUN2507 (Clulow Rd): Box culverts	(17,520.80)	
EFT Pymt	EFT 11530	09 Jul 2025	Filters Plus	BE036 (PLDR03): Various filters	(87.12)	
EFT Pymt	EFT 11531	09 Jul 2025	Payroll Plus Consulting Pty Ltd	2025 SynergySoft Payroll Support	(1,006.50)	
EFT Pymt	EFT 11533	09 Jul 2025	Screenlink Pty Ltd - Batteries Plus and	Admin - Toners x 4	(484.79)	
EFT Pymt	EFT 11534	09 Jul 2025	Western Power Non Energy - Electricity	LBS2402Swim Pool - Upgrade Stage 1: Design fee for upgrade of site	(3,300.00)	(24,408.41)
EFT Pymt	EFT 11536	15 Jul 2025	3 Monkeys Audiovisual	Civic Centre: AV upgrade	(2,112.86)	
EFT Pymt	EFT 11537	15 Jul 2025	Avon Waste	2,086 Bin Collection FE 20, 27 Jun 25 inc Recycling Bins & 4 x Recycling Collecti	(6,046.17)	
EFT Pymt	EFT 11538	15 Jul 2025	Bendigo and Adelaide Bank	2025/26 Municipal investment #04 - invested for 3 months @ 4.05%	(1,500,000.00)	
EFT Pymt	EFT 11539	15 Jul 2025	Beverley Bakehouse and Cafe	Forklift training, 10 Jul 2025: Catering	(156.60)	
EFT Pymt	EFT 11540	15 Jul 2025	Beverley Dome Roadhouse (BDR)	4,002 L Diesel @ \$1.5518/L GST excl	(6,831.41)	
EFT Pymt	EFT 11541	15 Jul 2025	MAL Automotives Pty Ltd	BE009 (PBFT04): Repairs	(469.00)	
EFT Pymt	EFT 11542	15 Jul 2025	Market Creations Agency Pty Ltd	2025/26 CouncilConnect Subs, Website hosting & SSL Certificate fees	(8,613.00)	
EFT Pymt	EFT 11543	15 Jul 2025	Onsite Repairs	Various plant: Parts & repairs	(5,448.41)	
EFT Pymt	EFT 11544	15 Jul 2025	RJ Jas - All Mechanical and Electronics	Various plant: Parts & services	(778.00)	
EFT Pymt	EFT 11545	15 Jul 2025	WA Contract Ranger Services Pty Ltd	Ranger services: 25 Jun 2025	(433.13)	(1,530,888.58)
EFT Pymt	EFT 11546	16 Jul 2025	Beacon Equipment (Bepassey Nom P/L	PSP99 - Sundry Plant: Repairs	(573.00)	
EFT Pymt	EFT 11547	16 Jul 2025	Roadsafe (Aust) Pty Ltd	Onsite accreditation for Forklift training x 8	(4,400.00)	
EFT Pymt	EFT 11548	16 Jul 2025	Scott Thomas Richards	Rates refund partial (credit bal) for Ass 51848 - L10473 Jacobs Well Road, East Bc	(3,209.96)	(8,182.96)
EFT Pymt	EFT 11551	25 Jul 2025	150 Square Pty Ltd	Consultancy: 2025 Workforce Plan Review	(14,883.00)	
EFT Pymt	EFT 11552	25 Jul 2025	AITs Specialists Pty Ltd	2025-06 Jun Fuel Tax Credits	(317.96)	
EFT Pymt	EFT 11553	25 Jul 2025	AMD Chartered Accountants	2024 End of life Roads to Recovery Acquittal audit	(1,375.00)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11554	25 Jul 2025	Avon Waste	2,086 Bin Collection FE 04, 11 Jul 25 inc Recycling Bins & 5 x Recycling Collectio	(5,865.73)	
EFT Pymt	EFT 11555	25 Jul 2025	Beverley Bakehouse and Cafe	Corporate Strategy Meet - 16 Jul 2025: Morning tea	(25.90)	
EFT Pymt	EFT 11556	25 Jul 2025	Beverley Gas and Plumbing Services -	6 Barnsley St: Plumbing works	(156.56)	
EFT Pymt	EFT 11557	25 Jul 2025	Bluejay Ag Solutions	2025-08 Aug (Ed 490): Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 11558	25 Jul 2025	C and D Cutri	Brg 4927 - Greenhills Sth Rd: Emergency repairs	(6,160.00)	
EFT Pymt	EFT 11559	25 Jul 2025	Chantelle Marie Meade	Council Meet - 23 Jul 2025: Catering	(360.00)	
EFT Pymt	EFT 11560	25 Jul 2025	Industrial Automation Group Pty Ltd (IA	Standpipes: 2025/26 Remote Access Operational Support: SIM card & Support fee	(2,110.90)	
EFT Pymt	EFT 11561	25 Jul 2025	Keith the Maintenance Man Pty Ltd	Various bldgs: Asbestos removal	(1,496.00)	
EFT Pymt	EFT 11562	25 Jul 2025	McIntosh and Son WA	BE021 (PLDR05): Part	(33.00)	
EFT Pymt	EFT 11563	25 Jul 2025	Thinkproject Australia Pty Ltd	2025/26 RAMM subs	(9,150.01)	
EFT Pymt	EFT 11564	25 Jul 2025	Vanguard Print	Beverley Airshow: Printing of Prospectus	(308.00)	
EFT Pymt	EFT 11565	25 Jul 2025	WA & E Hill	Gravel Royalties: Jan - Jun 2025	(2,569.60)	
EFT Pymt	EFT 11566	25 Jul 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 03, 08 Jul 2025	(1,068.38)	
EFT Pymt	EFT 11567	25 Jul 2025	Zircodata Pty Ltd	2025-06 Jun: Storage of Archive boxes	(31.98)	(46,912.02)
EFT Pymt	EFT 11568	25 Jul 2025	FD & SR Aynsley & Co	Gravel Royalties: Jan - Jun 2025	(6,171.00)	
EFT Pymt	EFT 11569	25 Jul 2025	Repco - Division of GPC Asia Pacific Pt	Various plant: Purchases	(276.82)	(6,447.82)
EFT Pymt	EFT 11570	31 Jul 2025	AL Morley Pty Ltd (Nedlands MG)	Asset 28024 (VP2603 - PSDN20) BE038 2025 2025 MG 4EVR51EXCT Dover whit	(36,053.47)	(36,053.47)
Direct Debit	DD 5084.01	01 Jul 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,232.25)	
Direct Debit	DD 5084.02	01 Jul 2025	National Mutual Retirement Fund	Superannuation contributions	(262.46)	
Direct Debit	DD 5084.03	01 Jul 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(575.81)	
Direct Debit	DD 5084.04	01 Jul 2025	Macquarie Superannuation Plan	Superannuation contributions	(338.67)	
Direct Debit	DD 5084.05	01 Jul 2025	HostPlus	Superannuation contributions	(348.62)	
Direct Debit	DD 5084.06	01 Jul 2025	Australian Super	Superannuation contributions	(1,685.25)	
Direct Debit	DD 5084.07	01 Jul 2025	Aware Super Pty Ltd	Superannuation contributions	(6,940.06)	
Direct Debit	DD 5084.08	01 Jul 2025	MLC MasterKey Personal Super	Superannuation contributions	(170.54)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 5084.09	01 Jul 2025	REST	Superannuation contributions	(283.18)	
Direct Debit	DD 5084.10	29 Jul 2025	Prime Super P/L	Superannuation contributions	(144.84)	
Direct Debit	DD 5084.11	01 Jul 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(461.79)	
Direct Debit	DD 5084.12	01 Jul 2025	AMP Lifetime Super	Superannuation contributions	(234.61)	
Direct Debit	DD 5084.13	01 Jul 2025	UniSuper	Superannuation contributions	(151.59)	(12,829.67)
Direct Debit	DD 5112.01	15 Jul 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,232.25)	
Direct Debit	DD 5112.02	15 Jul 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(581.31)	
Direct Debit	DD 5112.03	15 Jul 2025	Macquarie Superannuation Plan	Superannuation contributions	(350.77)	
Direct Debit	DD 5112.04	15 Jul 2025	HostPlus	Superannuation contributions	(289.61)	
Direct Debit	DD 5112.05	15 Jul 2025	Australian Super	Superannuation contributions	(1,685.25)	
Direct Debit	DD 5112.06	15 Jul 2025	Aware Super Pty Ltd	Superannuation contributions	(7,633.46)	
Direct Debit	DD 5112.07	15 Jul 2025	MLC MasterKey Personal Super	Superannuation contributions	(154.81)	
Direct Debit	DD 5112.08	15 Jul 2025	Prime Super P/L	Superannuation contributions	(152.51)	
Direct Debit	DD 5112.09	15 Jul 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(438.16)	
Direct Debit	DD 5112.10	15 Jul 2025	AMP Lifetime Super	Superannuation contributions	(225.65)	
Direct Debit	DD 5112.11	15 Jul 2025	UniSuper	Superannuation contributions	(198.12)	
Direct Debit	DD 5112.12	15 Jul 2025	National Mutual Retirement Fund	Superannuation contributions	(281.30)	(13,223.20)
Direct Debit	DD 5124.01	29 Jul 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,232.25)	
Direct Debit	DD 5124.02	29 Jul 2025	UniSuper	Superannuation contributions	(338.21)	
Direct Debit	DD 5124.03	29 Jul 2025	National Mutual Retirement Fund	Superannuation contributions	(278.42)	
Direct Debit	DD 5124.04	29 Jul 2025	Macquarie Superannuation Plan	Superannuation contributions	(350.79)	
Direct Debit	DD 5124.05	29 Jul 2025	HostPlus	Superannuation contributions	(363.88)	
Direct Debit	DD 5124.06	29 Jul 2025	Australian Super	Superannuation contributions	(1,685.25)	
Direct Debit	DD 5124.07	29 Jul 2025	Aware Super Pty Ltd	Superannuation contributions	(7,728.94)	
Direct Debit	DD 5124.08	29 Jul 2025	MLC MasterKey Personal Super	Superannuation contributions	(204.57)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 5124.09	29 Jul 2025	Australian Retirement Trust (Super func	Superannuation contributions	(68.85)	
Direct Debit	DD 5124.10	29 Jul 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(522.89)	
Direct Debit	DD 5124.11	29 Jul 2025	Prime Super P/L	Superannuation contributions	(186.88)	
Direct Debit	DD 5124.12	29 Jul 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(418.32)	
Direct Debit	DD 5124.13	29 Jul 2025	AMP Lifetime Super	Superannuation contributions	(229.47)	<b>(13,608.72)</b>
Direct Debit	119	03 Jul 2025	7 - CBA Merchant Fee	CBA Merchant Fee	(365.24)	<b>(365.24)</b>
Direct Debit	119	03 Jul 2025	7 - CBA Merchant Fee	CBA Merchant Fee	(20.65)	<b>(20.65)</b>
Direct Debit	119	07 Jul 2025	12 - ANZ - BPAY	ANZ - BPAY service fees	(81.68)	<b>(81.68)</b>
Direct Debit	119	07 Jul 2025	12 - ANZ - BPAY	ANZ - BPAY service fees	(77.00)	<b>(77.00)</b>
Direct Debit	119	07 Jul 2025	8 - ANZ Trransactive	ANZ Transactive account fees	(99.50)	<b>(99.50)</b>
Direct Debit	119	17 Jul 2025	1 - Bank charges	Bank charges - account servicing fee	(22.00)	<b>(22.00)</b>
Direct Debit	119	01 Jul 2025	3 - DoT Payments	Payments for DOT	(6,479.95)	
Direct Debit	119	02 Jul 2025	3 - DoT Payments	Payments for DOT	(16,746.30)	
Direct Debit	119	03 Jul 2025	3 - DoT Payments	Payments for DOT	(2,530.35)	
Direct Debit	119	04 Jul 2025	3 - DoT Payments	Payments for DOT	(191.35)	
Direct Debit	119	07 Jul 2025	3 - DoT Payments	Payments for DOT	(2,162.65)	
Direct Debit	119	08 Jul 2025	3 - DoT Payments	Payments for DOT	(3,179.30)	
Direct Debit	119	09 Jul 2025	3 - DoT Payments	Payments for DOT	(10,804.55)	
Direct Debit	119	10 Jul 2025	3 - DoT Payments	Payments for DOT	(1,776.20)	
Direct Debit	119	11 Jul 2025	3 - DoT Payments	Payments for DOT	(143.20)	
Direct Debit	119	14 Jul 2025	3 - DoT Payments	Payments for DOT	(3,618.20)	
Direct Debit	119	15 Jul 2025	3 - DoT Payments	Payments for DOT	(2,686.45)	
Direct Debit	119	16 Jul 2025	3 - DoT Payments	Payments for DOT	(1,823.50)	
Direct Debit	119	17 Jul 2025	3 - DoT Payments	Payments for DOT	(2,240.95)	
Direct Debit	119	18 Jul 2025	3 - DoT Payments	Payments for DOT	(1,017.90)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	119	21 Jul 2025	3 - DoT Payments	Payments for DOT	(3,404.95)	
Direct Debit	119	22 Jul 2025	3 - DoT Payments	Payments for DOT	(4,217.20)	
Direct Debit	119	23 Jul 2025	3 - DoT Payments	Payments for DOT	(5,150.25)	
Direct Debit	119	24 Jul 2025	3 - DoT Payments	Payments for DOT	(2,014.35)	
Direct Debit	119	25 Jul 2025	3 - DoT Payments	Payments for DOT	(5,178.10)	
Direct Debit	119	28 Jul 2025	3 - DoT Payments	Payments for DOT	(3,068.90)	
Direct Debit	119	29 Jul 2025	3 - DoT Payments	Payments for DOT	(2,552.70)	
Direct Debit	119	30 Jul 2025	3 - DoT Payments	Payments for DOT	(7,576.95)	
Direct Debit	119	31 Jul 2025	3 - DoT Payments	Payments for DOT	(277.25)	<b>(88,841.50)</b>
Direct Debit	EFT 11549	23 Jul 2025	WA Treasury Corporation	Gov Guarantee Fee on Loans 118, 120, 121, 122 to 30 Jun 2025	(7,511.76)	<b>(7,511.76)</b>
Direct Debit	EFT 11550	24 Jul 2025	Credit Card - Shire of Beverley	2025-06 Jun Credit Card purchases	(1,128.84)	<b>(1,128.84)</b>
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(2,202,988.68)</b>	<b>(2,202,988.68)</b>
<b>WAGES &amp; SALARIES</b>						
EFT Pymt		02 Jul 2025	Wages & Salaries	FE - 01 Jul 2025	(67,229.62)	
EFT Pymt		16 Jul 2025	Wages & Salaries	FE - 15 Jul 2025	(65,105.00)	
EFT Pymt		30 Jul 2025	Wages & Salaries	FE - 29 Jul 2025	(65,997.35)	
<b>WAGES &amp; SALARIES</b>					<b>(198,331.97)</b>	<b>(198,331.97)</b>

**UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT**

<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>	<b>0.00</b>	<b>0.00</b>
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SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
EFT Pymt	1947	27 Jun 2025	Shire of Beverley	Various plant: Vehicle regos up to 30 Jun 2026	(9,289.20)	
EFT Pymt	1948	27 Jun 2025	Water Corporation	2025-06 Jun Water accounts	(21,149.59)	
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>(30,438.79)</b>	<b>(30,438.79)</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					<b>0.00</b>	<b>0.00</b>
<b>INVESTMENTS</b>						
EFT Pymt	EFT 11449	23 Jul 2025	Bendigo and Adelaide Bank	2025/26 Muni invest #04 - invested for 3 months @ 4.05%	(500,000.00)	
EFT Pymt	EFT 11449	23 Jul 2025	Bendigo and Adelaide Bank	2025/26 Muni invest #05 - invested for 4 months @ 4.10%	(500,000.00)	
EFT Pymt	EFT 11449	23 Jul 2025	Bendigo and Adelaide Bank	2025/26 Muni invest #06 - invested for 5 months @ 4.15%	(500,000.00)	
					<b>(1,500,000.00)</b>	
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>					<b>(2,431,759.44)</b>	<b>(2,431,759.44)</b>
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>						
<b>CEO - STEPHEN GOLLAN</b>						
Credit card	23023	28 May 2025	Bev Steel Fab	59 Smith St & 6 Barnsley St: 45kg LP gas delivered	430.00	430.00
Credit card	REC: FGV3	05 Jun 2025	Imperial Homestead York	A/Valley Alliance New Digital Platform Launch : Refreshments for CEO & Pres	27.40	457.40
Credit card	3128822361	13 Jun 2025	Adobe Acrobat	CEO - Adobe Acrobat, CEO - Adobe Systems Software Ireland: InDesign software for TO Jar	419.89	<b>877.29</b>
<b>DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)</b>						
					0.00	<b>0.00</b>
<b>MOW - STEPHEN VINCENT</b>						
Credit card	BEV1/JUN25	20 Jun 2025	DoT (MAL Automotives)	BEV1 - annual pit inspection for licensing	251.55	<b>251.55</b>
					<b>0.00</b>	<b>1,128.84</b>
						<b>1,128.84</b>

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - JULY 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<i>June 2025 transactions presented on 24 July 2025 (EFT 11550) Shire of Beverley Municipal Bank account</i>						
<b><i>TRUST ACCOUNT DETAILS</i></b>						
<b><i>PAYMENTS RAISED IN CURRENT MONTH</i></b>						
<i>EFT Pymt</i>	<i>EFT 11535</i>	<i>09 Jul 2025</i>	<i>Miss A Marshall</i>	<i>Refund of Bonds - Hall Hire, Booking: 06 Jul 2025 (Rec 45442)</i>	<i>(200.00)</i>	
					<b><i>(200.00)</i></b>	<b><i>(200.00)</i></b>
<b><i>PAYMENTS UNPRESENTED IN CURRENT BANK #</i></b>						
					<b><i>0.00</i></b>	<b><i>0.00</i></b>
<b><i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i></b>						
					<b><i>0.00</i></b>	<b><i>0.00</i></b>
<b><i>OTHER AMENDMENTS / GENERAL JOURNALS</i></b>						
					<b><i>0.00</i></b>	<b><i>0.00</i></b>
<b><i>TOTAL EXPENDITURE for TRUST ACCOUNT</i></b>						<b><i>(200.00)</i></b>
<b>TOTAL EXPENDITURE as reconciled to the JULY 2025 BANK STATEMENTS</b>						
					<b><i>(2,431,759.44)</i></b>	
					<b><i>(200.00)</i></b>	
<b>TOTAL EXPENDITURE for JULY 2025</b>					<b><i>(2,431,959.44)</i></b>	

3:14pm – The Shire President advised he had two declarations of impartiality for this item; Cr Ridgway who is on the Executive Committee of the Beverley Frail Aged Lodge Inc; and Cr Martin whose husband is Vice President the Beverley River Care Group Inc Committee. As there is no financial benefit (to either Councillor), the Shire President approved for both Councillors to remain in the meeting.

### **11.3 Community Grants – 2025/26 Round 1**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>4 August 2025</b>
<b>Applicant:</b>	<b>Various Applicants</b>
<b>File Reference:</b>	<b>ADM 0428</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>Occurs every August &amp; February</b>
<b>Disclosure(s) Of Interest:</b>	<b>Cr Ridgway is a Committee Member of the Frail Aged Lodge Inc.</b>
<b>Attachments:</b>	<b>Nil</b>

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#### **SUMMARY**

Council to consider awarding various grants as presented, in the Shire of Beverley 2025/26 Round 1 Community Grants Program.

#### **BACKGROUND**

In July 2013 a Community Grants scheme was set up to assist individuals, Not for Profit and Incorporated local organisations in the development of their respective interests. Council has two rounds of applications being July and January each financial year. Personal Development Grants for individuals are open all year round.

#### **COMMENT**

The first round of Community Grants for 2025/26 financial year was advertised in the July 2025 Beverley Blarney and on the Shire of Beverley website. Applications opened on 1st July and closed on 31<sup>st</sup> July 2025. A total of three applications were received, two for Major Grants and one for Minor Grants.

Clubs had to pass the compliance criteria to be considered eligible. The compliance criteria consisted of: Incorporation, Beverley Based Group/Club, correct categorisation and 50:50 matched funds (for grants over \$1,001).

**Minor Grants:** Applications of \$1,000 and under, must fall within one of the following categories: Early Years (0 to 4yrs); Environment; History and or Heritage; Seniors; Tourism; Volunteer/Upskilling; or Youth (5 to 18yrs)

**Major Grants:** Applications of over \$1,001 must also fall within one of the following categories: Art and Culture; Disability/Aging; Education & Training; Environment; Event; Minor infrastructure/equipment or development; or Sport and Recreation.

The total major grant funding requested is \$7,500.00; the total minor grant funding requested is \$1,000.00. As it is the start of the new financial year, there is \$10,000.00 available in both the major grant category and minor grants category.

The table below outlines the Grant Applications, the activities groups wish to use the money for, the amount they requested and the amount with reasoning that we are suggesting they receive. All applications met the compliance criteria and are presented for Councils consideration.

Club/Group	Members	Minor Grants - Activity	Amount Requested	Amount Recommended
<b>Beverley River Care Group</b>	15 members	<p><b>Minor Category:</b> Environment  <b>Total Project Cost:</b> \$1,036.37  <b>Project Name:</b> Promotion of the Beverley River Care Group Inc Activities</p> <p><b>Project as described by applicant:</b> This project will fund the purchase of banners, posters and tree guards that identify and promote our work. For example, banners will be used at Emu Bob clean-up events, while posters and tree guards will be installed at relevant project sites. They will be reusable at multiple locations and projects into coming years. The project serves the Beverley community and visitors by highlighting environmental action and community pride. It encourages locals to get involved and shows visitors that Beverley values and invests in its natural assets.</p> <ul style="list-style-type: none"> <li>▪ 1st Application</li> <li>▪ Application complete and quotes provided</li> <li>▪ Incorporated</li> </ul>	\$1,000.00	<p>\$1,000.00</p> <p><b>Officer Comment:</b>  Application supported.  It assists the Shire in the overall care for the river. Promotion may assist to grow numbers within club, therefore increasing their own funds.</p>
Club/Group	Members	Major Grants - Activity	Amount Requested	Amount Recommended
<b>Beverley Swimming Club</b>	81 Members	<p><b>Major Category:</b> Sport and Recreation  <b>Total Project Cost:</b> \$5247.00  <b>Project Name:</b> New Timing System</p> <p><b>Project as described by applicant:</b> To purchase new high-quality, reliable handheld timers to support accurate time tracking during swim intra and inter club events and training sessions. Swimmers will have more accurate performance tracking and be motivated by precise times. Coaches can offer better feedback, track progress, and tailor training. Timekeepers and volunteers will enjoy a user-friendly system with fewer errors. Parents and spectators will appreciate the</p>	\$2,500.00	<p>\$2,500.00</p> <p><b>Officer Comment:</b>  Application supported.  It may assist and attract more volunteers. It will complement the refurbishment at the pool. This club</p>

		<p>transparency and real-time updates, and the recorder will save time and money with durable, efficient equipment.</p> <ul style="list-style-type: none"> <li>▪ 2<sup>nd</sup> application received (2022 - \$896)</li> <li>▪ Incorporated</li> <li>▪ Application complete, quotes/estimate provided</li> <li>▪ This club has pledged \$ to the new swimming pool upgrade.</li> </ul>		<p>have contributed to the upgrade by pledging \$10,000 towards the starting blocks.</p>
<p><b>Beverley Frail Aged lodge Inc.</b></p>	<p>10 Committee Members (that represent Lodge residents and the general community)</p>	<p><b>Major Category:</b> Disability and Ageing  <b>Total Project Cost:</b> \$TBA  <b>Project Name:</b> Alex Miles Lodge Floor Coverings Refurbishment</p> <p><b>Project as described by applicant:</b> To replace the old floor coverings at the Alex Miles Lodge utilising modern materials to enhance the homeliness and appearance of the Lodge facility to service current and future aged residents, who are no longer able to live in their own homes but who wish to “age in place” and remain a part of their local community. The proposed flooring will be modern and durable where residents can be proud to call it home and it will enable improved time efficiencies for cleaning by the staff.</p> <ul style="list-style-type: none"> <li>▪ 4<sup>th</sup> application received (2021 - \$975, 2018 - \$3450, 2017 - \$5000)</li> <li>▪ Incorporated</li> <li>▪ Application complete, quote provided</li> <li>▪ Letter of Support from Beverley Hospital Auxiliary</li> <li>▪ Supporting documentation Beverley Frail Age Lodging Forward Plan 2022 – 2026 – to enhance and upgrade lodge facilities (Minor Capital Works section of the plan).</li> </ul>	<p>\$5,000.00</p>	<p>\$5,000.00</p> <p><b>Officer Comment:</b>  Application supported.  The volunteer run organisation is contributing \$ to the overall project which will benefit current and future residents (&amp; staff). Strong letter of support and is following forward planning.</p>

2025/26 Budget \$20,000.00	Remaining Balances	Amount requested
Minor Grants - \$1,000 or less	\$10,000.00	\$1,000.00
Major Grants - \$1,001 - \$5,000	\$10,000.00	\$7,500.00
Total	\$20,000.00	\$8,500.00
Personal Development 2025/26 Budget \$2,000.00	\$2,000.00	Nil

## STATUTORY ENVIRONMENT

N/A

## FINANCIAL IMPLICATIONS

Community Grant Program

2025/26 Total Minor Grants \$10,000 – Available funds balance: \$10,000.00

2025/26 Total Major Grants \$10,000 – Available funds balance: \$10,000.00

## STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community

4. Civic Leadership

Strategic Priorities: 2.3 Active and Healthy Community

4.1 Community and customer focus

4.3 Responsible planning

## RISK IMPLICATIONS

Low (2) – It is considered there is minimal risk to awarding the grants. The grants assist volunteer run associations to make further contributions to the Community and foster participation and inclusiveness.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
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.

## POLICY IMPLICATIONS

Community Grant Policy

## VOTING REQUIREMENTS

Absolute Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M6/0825**

**Moved Cr Davis**

**Seconded Cr Lawlor**

**That Council award the following Community Grants under the first round of submissions for the 2025/26 financial year:**

- 1. Beverley River Care Group    \$1,000.00**
- 2. Beverley Swimming Club       \$2,500.00**
- 3. Beverley Frail Aged Lodge     \$5,000.00**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

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

## **12. ADMINISTRATION**

### **12.1 Voting Delegates – Local Government Annual General Meeting**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>25 July 2025</b>
<b>Applicant:</b>	<b>Shire of Beverley</b>
<b>File Reference:</b>	<b>ADM 0283</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

---

#### **SUMMARY**

Council is to select the voting delegates for the WA Local Government Association Annual General Meeting on Tuesday 23 September 2025.

#### **BACKGROUND**

The Western Australian Local Government Association (WALGA) have advised that the Annual General Meeting (AGM) will be held during the Local Government Convention at the Perth Convention and Exhibition Centre. A two-day conference, all Elected Members of Council are entitled to attend this pre-approved event.

#### **COMMENT**

Council is entitled to be represented by two voting delegates. Two proxy delegates may also be selected. The Voting and Proxy Delegates must be registered to vote.

Check-in and voting at the AGM will be conducted electronically (as per last year) via the Local Government Convention app. Information on downloading the app, checking in to the AGM and how to vote will be sent to all registered Voting Delegates and Proxies prior to the AGM.

Registered for the event are Cr's White, Ridgway, Lawlor and Maxwell.

Attendance at the AGM is free for all Elected Members and officers from Member Local Governments.

#### **STATUTORY ENVIRONMENT**

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two (2) voting delegates and two proxy delegates in case the voting delegates are unable to attend.

#### **CONSULTATION**

Council

#### **FINANCIAL IMPLICATIONS**

The Annual General Meeting is free to attend.

## STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

## POLICY IMPLICATIONS

EM011 Attendance at Events Policy – Pre-Approved Event

## RISK IMPLICATIONS

Low (1) - There is minimal risk by not selecting voting delegates, however Council should participate in the voting process to represent the best interest of our Community.

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

That Council elect Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as voting delegates, and Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as the two proxy members for the 2025 WA Local Government Association Annual General Meeting.

## COUNCIL RESOLUTION

**M7/0825**

**Moved Cr Martin**

**Seconded Cr Maxwell**

**That Council elect Cr White and Cr Ridgway as voting delegates, and Cr Lawlor as the proxy members for the 2025 WA Local Government Association Annual General Meeting.**

**CARRIED 7/0**

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

## **12.2 Code of Conduct Annual Review**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>7 August 2025</b>
<b>Applicant:</b>	<b>Administration</b>
<b>File Reference:</b>	<b>ADM 0300</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>August 2024</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Code of Conduct</b>

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### **SUMMARY**

Council to review the Code of Conduct for Council Members, Committee Members and Candidates.

### **BACKGROUND**

The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council in April 2021 after a new model template was provided by the Department of Local Government following the gazettal of *The Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021* (collectively the New Regulations) on Tuesday 2 February 2021.

### **COMMENT**

The Shire of Beverley Code of Conduct for Council Members, Committee Members and Candidates remains compliant with the *Local Government (Model Code of Conduct) Regulations 2021* and management suggest no changes be made. Review of the Code serves as best practise and acts as a reminder to all of appropriate conduct.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government (Model Code of Conduct) Regulations 2021*

*Local Government (Administration) Amendment Regulations 2021*

### **CONSULTATION**

Council

### **FINANCIAL IMPLICATIONS**

N/A

### **STRATEGIC IMPLICATIONS**

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

### **POLICY IMPLICATIONS**

N/A

## RISK IMPLICATIONS

Shire of Beverley Council has a long history of successful and effective operation and conduct. Review of the Code of Conduct mitigates and reminds elected members of their conduct obligations.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
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

**M8/0825**

**Moved Cr Brown**

**Seconded Cr Davis**

**That Council review and adopt the Code of Conduct for Council Members, Committee Members and Candidates.**

**CARRIED 7/0**

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



# Shire of Beverley

## Code of Conduct for Council Members, Committee Members and Candidates

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## Shire of Beverley Code of Conduct for Council Members, Committee Members and Candidates

### Policy Purpose:

This Policy is adopted in accordance with section 5.104 of the *Local Government Act 1995*.

### Division 1 — Preliminary provisions

#### 1. Citation

This is the Shire of Beverley Code of Conduct for Council Members, Committee Members and Candidates.

#### 2. Terms used

(1) In this code —

**Act** means the Local Government Act 1995;

**candidate** means a candidate for election as a council member;

**complaint** means a complaint made under clause 11(1);

**publish** includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

### Division 2 — General principles

#### 3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

#### 4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

- (2) A council member or committee member should —
- (a) act in accordance with the trust placed in council members and committee members; and
  - (b) participate in decision making in an honest, fair, impartial and timely manner; and
  - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
  - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

**5. Relationship with others**

- (1) A council member, committee member or candidate should —
- (a) treat others with respect, courtesy and fairness; and
  - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

**6. Accountability**

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

## **Division 3 — Behaviour**

### **7. Overview of Division**

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

### **8. Personal integrity**

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

### **9. Relationship with others**

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

### **10. Council or committee meetings**

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

### **11. Complaint about alleged breach**

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints. The Chief Executive Officer was appointed as the Complaints Officer at the 23 February 2021 Ordinary Council meeting.

### **12. Dealing with complaint**

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
  - (a) take no further action; or
  - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
  - (a) engage in mediation;
  - (b) undertake counselling;
  - (c) undertake training;
  - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
  - (a) its finding and the reasons for its finding; and
  - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

### **13. Dismissal of complaint**

- (1) The local government must dismiss a complaint if it is satisfied that —
  - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or
    - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

### **14. Withdrawal of complaint**

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
  - (a) in writing; and
  - (b) given to a person authorised under clause 11(3).

**15. Other provisions about complaints**

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

**Division 4 — Rules of conduct***Notes for this Division:*

1. *Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.*
2. *A minor breach is dealt with by a standards panel under section 5.110 of the Act.*

**16. Overview of Division**

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

**17. Misuse of local government resources**

- (1) In this clause —

***electoral purpose*** means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

***resources*** of a local government includes —

- (a) local government property; and
  - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

**18. Securing personal advantage or disadvantaging others**

- (1) A council member must not make improper use of their office —
  - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or

(b) to cause detriment to the local government or any other person.

- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

## 19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

## 20. Relationship with local government employees

- (1) In this clause —

**local government employee** means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

- (2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
- (c) act in an abusive or threatening manner towards a local government employee.

- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
- (b) use an offensive or objectionable expression when referring to a local government employee.

- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

## 21. Disclosure of information

- (1) In this clause —

**closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

**confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

**document** includes a part of a document;

**non confidential document** means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

## 22. Disclosure of interests

- (1) In this clause —
- interest** —
- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
  - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
  - (a) that they had an interest in the matter; or
  - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
  - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
  - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
  - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
  - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

### **23. Compliance with plan requirement**

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

<b>Document Control Box</b>							
<b>Document Responsibilities:</b>							
<b>Owner:</b>	Chief Executive Officer Executive Assistant			<b>Owner Business Unit:</b>			
<b>Reviewer:</b>	Chief Executive Officer / Council			<b>Decision Maker:</b>	Council		
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	<a href="#">Local Government Act 1995</a> <a href="#">Local Government (Model Code of Conduct) Regulations 2021</a>						
<b>Other:</b>							
<b>Organisational:</b>							
<b>Document Management:</b>							
<b>Risk Rating:</b>	Moderate	<b>Review Frequency:</b>	Annual	<b>Next Due:</b>	Aug 2026	<b>Records Ref:</b>	ADM
<b>Version #</b>	<b>Decision Reference:</b>	<b>Synopsis:</b>					
1.	27 April 2021	Initial Adoption by Council					
2.	23 August 2022	Annual review and adoption (no changes made)					
3.	22 August 2023	Annual review and adoption (no changes made)					
4.	28 August 2024	Annual review and adoption (no changes made)					
5.	27 August 2025	Annual review and adoption (no changes made)					

### **12.3 Dual Fire Control Officer**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>18 August 2025</b>
<b>Applicant:</b>	<b>Shire of Brookton</b>
<b>File Reference:</b>	<b>ADM 0075</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>No</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

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#### **SUMMARY**

Council is being requested to appoint a Dual Fire Control Officer from the Shire of Brookton for the 2025-26 Bush Fire Season.

#### **BACKGROUND**

The Shire of Brookton has written seeking the appointment of Mr Brad Bassett as Dual Fire Control Officer with the Shire of Beverley for the 2025-26 fire season.

#### **COMMENT**

Management along with the Community Emergency Services Manager are recommending the appointment be approved.

#### **STATUTORY ENVIRONMENT**

*Bush Fires Act 1954*

38. Local government may appoint bush fire control officer

- 1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- 2) (2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

40. Local governments may join in appointing and employing bush fire control officers

- 1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.
- 2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

#### **CONSULTATION**

Not required or who was consulted

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Environment

Strategic Priorities: 4.2 Well prepared for adverse natural events

## POLICY IMPLICATIONS

Policy FC012 – Dual Registration of Fire Control Officers

## RISK IMPLICATIONS

It is considered that the adoption of a Dual Fire Control Officer will assist in the management of any fires in the Shire of Beverley and Brookton area. Not adopting a Dual FCO will increase the risk to both Shires.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
<b>Likelihood</b>					
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

**M9/0825**

**Moved Cr Davis**

**Seconded Cr Ridgway**

**That Council appoint Mr Brad Bassett as a Dual Fire Control Officer for the Shire of Beverley from adjoining Shire, Shire of Brookton, for the 2025-26 Bush Fire Season.**

**CARRIED 7/0**

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

**13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN**

Nil.

## **14. CONFIDENTIAL ITEMS**

### **14.1 Meeting Closed to the Public**

Council to consider a confidential item, Outstanding Rates – Debt Recovery in a meeting closed to the public in accordance with Section 5.23(2) of the *Local Government Act 1995*.

This matter is considered to be confidential under Section 5.23(2)e(iii) of the *Local Government Act 1995*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

#### **OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M10/0825**

**Moved Cr Lawlor**

**Seconded Cr Martin**

**That the meeting be closed to the public for Council to discuss Confidential Item 14.2 Outstanding Rates – Debt Recovery.**

**CARRIED 7/0**

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

3:19pm – Mr Adam Freeman, Mr Tim Law and Mr Andrew Shaw left the meeting.

## **14.2 Outstanding Rates – Debts Recovery**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 27 August 2025</b>
<b>Report Date:</b>	<b>25 July 2025</b>
<b>Applicant:</b>	<b>Administrative</b>
<b>File Reference:</b>	<b>ADM 0566</b>
<b>Author and Position:</b>	<b>Natalie Ashworth, Finance Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

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### **COUNCIL RESOLUTION**

**M11/0825**

**Moved Cr Ridgway**

**Seconded Cr Maxwell**

**That Council authorise the Chief Executive Officer to engage a licenced debt collector to commence actions to recoup outstanding rates from rateable land where charges have been unpaid for at least three years in accordance with Section 6.64 of the *Local Government Act 1995*.**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

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

### **14.3 Meeting Open to the Public**

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M12/0825**

**Moved Cr Martin**

**Seconded Cr Lawlor**

**That the meeting re-open to the public and announce any decisions made.**

**CARRIED 7/0**

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

3:28pm – The Chief Executive Officer, Stephen Gollan, left the meeting to advise members of the public that they may return to the meeting.

3:28pm – The Chief Executive Officer Stephen Gollan, Mr Adam Freeman, Mr Tim Law and Mr Andrew Shaw returned to the meeting. The President advised members of the public Council had agreed to commence debt recovery on selected rate assessments.

**15. NEW BUSINESS ARISING BY ORDER OF THE MEETING**

Nil.

**16. CLOSURE**

The Chairman declared the meeting closed at 3:29pm.

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

PRESIDING MEMBER:

DATE: