



22 NOVEMBER 2016

ORDINARY MEETING

MINUTES

CONTENTS

1. OPENING	1
2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE	1
2.1 Members Present.....	1
2.2 Staff In Attendance	1
2.3 Observers And Visitors	1
2.4 Apologies	1
2.5 Approved Leave of Absence	1
2.5 Condolences	1
3. DECLARATIONS OF INTEREST	1
4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
5. PUBLIC QUESTION TIME	1
6. APPLICATIONS FOR LEAVE OF ABSENCE	2
7. CONFIRMATION OF MINUTES	3
7.1 Minutes Of The Ordinary Council Meeting Held 25 October 2016	3
7.2 Minutes Of The Annual Electors Meeting Held 15 November 2016	4
7.3 Minutes Of The Local Emergency Management Committee Meeting Held 15 November 2016....	8
11.3 Recycling & Waste Collection Services.....	12
8. TECHNICAL SERVICES	17
9. PLANNING SERVICES	18
9.1 Beverley Recreational Oval – Various Lots, Forrest Street, Beverley	18
9.2 Market Stalls – Lot 70 Vincent Street, Beverley	23
9.3 Lease Agreement K174786 – Lot 3001, Forrest Street, Beverley.....	28
10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES	38
11. FINANCE	39
11.1 Monthly Financial Report	39
11.2 Accounts Paid by Authority	51
11.4 Cornerstone RFQ 03/17 Design, Documentation and Project Management..	60
11.5 Niche Wall – Anglican Cemetery.....	63
11.6 Transfer of Land.....	65
12. ADMINISTRATION	70
12.1 Late Item – Beverley Cornerstone Project Committee	70
13. NEW BUSINESS ARISING BY ORDER OF THE MEETING	72
13.1 Staff Use of Shire Equipment – Policy S019.....	72
14. CLOSURE	72

1. OPENING

The Chairperson declared the meeting open at 2:15pm

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

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

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer
Mr BS de Beer Shire Planner (from 2:36pm to 2:48pm)
Ms Gaye Mather Senior Administration Officer (from 2:48pm)
Mrs A Lewis Executive Assistant

2.3 Observers And Visitors

Mr Ashley Fisher (from 2:15pm to 2:26pm and 2:34pm to 2:35pm)

2.4 Apologies

Nil

2.5 Approved Leave of Absence

Mr SK Marshall Deputy Chief Executive Officer

2.5 Condolences

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

MOULTON	Brian Keith	28 October 2016
STRANGE	Kevin Richard	28 October 2016
HASTINGS	Russel Clayton	31 October 2016
GROVER	Ronald James	04 November 2016
ALEXANDER	Margaret Edith	06 November 2016
JOHNSON	Peter	08 November 2016

3. DECLARATIONS OF INTEREST

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 25 October 2016

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 25 October 2016 be confirmed.

COUNCIL RESOLUTION

M1/1116

Moved Cr Gogol

Seconded Cr Buckland

That the Minutes of the Ordinary Council Meeting held Tuesday 25 October 2016 be confirmed.

CARRIED 9/0

7.2 Minutes Of The Annual Electors Meeting Held 15 November 2016

OFFICER'S RECOMMENDATION

That the Minutes of the Annual General Meeting of Electors held Tuesday 15 November 2016 be received.

COUNCIL RESOLUTION

M2/1116

Moved Cr Shaw

Seconded Cr Alexander

That the Minutes of the Annual General Meeting of Electors held Tuesday 15 November 2016 be received.

CARRIED 9/0

Business Arising

Council agreed that the minutes are to be signed within 30 days of Council receipt by the Chairperson of the meeting.

Attachment 7.2 Annual Elector Meeting Minutes

**MINUTES FOR THE ANNUAL ELECTORS MEETING
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2016
HELD AT THE BEVERLEY LESSER HALL,
VINCENT ST, BEVERLEY
ON TUESDAY 15 NOVEMBER 2016**

1. COMMENCEMENT OF MEETING

The Deputy President, Cr Murray declared the meeting opened at 6:00pm

The Deputy President asked the Councillors and Staff to introduce themselves.

2. ATTENDANCE

COUNCILLORS

Cr K Murray	Deputy President
Cr JD Alexander	
Cr T Buckland	
Cr P Gogol	
Cr LC Shaw	
Cr DC White	

STAFF

Mr SP Gollan	Chief Executive Officer
Mr SP Vincent	Manager of Works
Ms A Lewis	Executive Assistant

PUBLIC

Mrs G Petchell
Mrs M Whitney
Mrs S Martin

APOLOGIES

Cr DJ Ridgway	President
Cr DW Davis	
Cr DL Brown	
Mr SK Marshall	Deputy Chief Executive Officer
Mrs K McLean	Community Development Officer
Mrs J Rayner	

Attachment 7.2 Annual Elector Meeting Minutes

3. CONFIRMATION OF PREVIOUS MINUTES

MAE1/1116

Moved: Mrs G Petchell

Seconded: Mrs M Whitney

That the Minutes of the Annual Electors Meeting for the Financial Year Ended 30th June 2015, held in the Beverley Function and Recreation Centre, Forrest Street, Beverley, on Monday 16th November 2015, be confirmed.

CARRIED UNANIMOUSLY

4. BUSINESS ARISING

4.1 TransWA Busport

Has moved to the Information Bay and is working well.

4.2 Doctors Attending Beverley Hospital

It is important that people continue to follow due process when making a complaint or appreciation so that improvements can be made or noted.

4.3 Alex Miles Lodge

The Committee has recently been re-activated.

5. ADOPTION OF 2015/2016 ANNUAL REPORT

MAE2/1116

Moved: Cr DC White

Seconded: Cr LC Shaw

That the Annual Report for the Financial Year ended 30 June 2016, be received.

CARRIED UNANIMOUSLY

6. ANNUAL REPORT QUESTIONS

6.1 Nil

7. GENERAL BUSINESS

As there were no written questions received, the Deputy President opened General Business from the floor. Questions & Responses are not verbatim or electronically recorded.

7.1 Long Term Plan for the Swimming Pool

Mrs M Whitney asked what or if there is a Long Term Plan for the Beverley Swimming Pool?

CEO, Mr Gollan advised that remedial works had been carried out to address the cracking and leaks and the inefficiency of the pool pumps. The Water level is now holding. Council hope to complete a Feasibility Study by mid-2017 which will address such things as usage, size, location, replacement or upgrade. Mr Gollan noted that the Quairading Pool took a total of 4 years to develop, acquire grant funding and build, and that the process for Beverley would no doubt be similar.

Attachment 7.2 Annual Elector Meeting Minutes

7.2 Swimming Club Grant

Mrs M Whitney asked if the Swimming Club had received a Federal Grant?

Mr Gollan advised that the Swimming Club had been successful but as yet a Financial Assistance Agreement had not been signed.

Mrs Whitney commented that the Beverley Swimming Club and Swimming Pool were valuable assets that the Beverley community needed.

Mr Gollan agreed, and advised Royalties to Regions funding had increased the Annual Swimming Pool Subsidy to \$30,000.00 and had been used on items such as spectator seating and shade sails.

7.3 Netball Courts

Mrs G Petchell asked if more could be done to address the pooling of water and cracking on the Netball Courts? (Note: referring to the newer netball courts next to the Amenities Building).

Mr Gollan advised that remedial works were undertaken to reduce the pooling on the courts and that it is very disappointing about the level of cracking. The company who laid the courts are due to come back to undertake repairs to the cracks. It was suggested that perhaps tree roots have caused the cracking?

7.4 Vote of Thanks

MAE3/1116

Moved: Mrs M Whitney

Seconded: Mrs G Petchell

That a vote of thanks be made to Councillors for volunteering their time to serve and assist the Community, and to recognise Shire Staff for the work they do in the Community.

CARRIED UNANIMOUSLY

8. MEETING CLOSURE

The Deputy President acknowledged the work undertaken by the Shire President, Councillors and staff on behalf of the community and was pleased that Beverley is slowly changing for the good and moving forward. Cr Murray thanked those present for their attendance at the electors meeting.

There being no further business the meeting closed at 6:22pm.

The Deputy President invited attendees to join Councillors for supper.

7.3 Minutes Of The Local Emergency Management Committee Meeting Held 15 November 2016

OFFICER'S RECOMMENDATION

That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 15 November 2016 be received.

COUNCIL RESOLUTION

M3/1116

Moved Cr Gogol

Seconded Cr Shaw

That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 15 November 2016 be received.

CARRIED 9/0

Attachment 7.3 LEMC Minutes

1. MEETING COMMENCEMENT

The Chief Executive Officer declared the meeting opened at 3:30pm.

2. ATTENDANCE AND APOLOGIES

Attendance

Mr Stephen Gollan	Chief Executive Officer
Mr Bruce Kilpatrick	Chief Fire Control Officer
Mr Troy Granville	Acting Beverley/York CEM
Ms Karen Berry	Officer in Charge Beverley Police
Mr Drew Richardson	Community Paramedic
Mr John Hansen	Beverley BRMPC
Mr John Lane	President Beverley St John Sub-Centre
Ms Ali Lewis	Executive Assistant

Apologies

Cr Dee Ridgway	Shire President
Mr Justin Corrigan	Acting for Noel Ferguson DFES
Mr Rob Fisher	Deputy Fire Control Officer
Mr Noel Ferguson	DFES
Mrs Yvette Grigg	CEMO SEMC Secretariat
Ms Jo Spadaccini	DCP – Wheatbelt District Emergency Services Officer
Ms Michelle Bauer	Beverley Hospital

Observers

Nil

3. CONFIRMATION OF MINUTES OF MEETING HELD 9 AUGUST 2016

Moved: Karen Berry

Seconded: Bruce Kilpatrick

That the Minutes of the Local Emergency Management Advisory Committee Meeting held in the Council Chambers on Tuesday 9 August 2016, be confirmed.

CARRIED

4. MATTERS ARISING

St Johns Beverley – The Emergency Management Plans are nearing completion. There has been an emphasis on the Ambulance Service Role in situations like a bushfire, to address volunteers safety and purpose.

5. CORRESPONDENCE

- 2016 10 10 SEMC Bulletin No 1 - Strategic control priorities - FIRE – FINAL
Troy – interesting to note the new priorities.
- LEMC Minutes - 10 August 2016
- PTA Bushfire Management Strategy Oct16
- State Bushfire Level 3 Letter to CEO's
- State Bushfire Level 3 LG Positions Level 3 Preformed IMTS 201617

Attachment 7.3 LEMC Minutes

- State Bushfire Level 3 LGA Planning Assistant (2)
- Wheatbelt DEMC August 2016 communique
- SEMC Comprehensive Impact Assessment template FINAL 11Oct 2016
Karen Berry – the template is to formalise the handing over of level 2 and 3 multi-agency situations. Significant input from all agencies will be required. The template gives a full appreciation of recovery.

6. BUSINESS OF THE MEETING

6.1 Shire of Beverley Bushfire Season Preparedness – Troy Granville

BFAC Meeting – All FCO's remained the same.

The DOAC meeting focussed on high fuel loads across the Wheatbelt, FEB/MAR is considered to be a significant risk.

All brigades have had their meetings and completed new exercises and gained new members. AVL roll out has had software issues.

Fire tender sticker roll out is underway with notification in the December Blarney.

Trying to access funding to reduce mitigation risk on Crown Land DPaW has completed their hazard reduction burns within the Shire.

Community Engagement with 18 to 20 people at two seminars hosted in conjunction with the Beverley CRC.

6.2 Bushfire Risk Management Planning – John Hansen

Further to Tyrone McMahons previous presentation, 555 Assets had been identified and risk assessed with just over 100 of those identified as Extreme Risk Assets. They are now down to 89 Extreme Risk Assets. The Avon River has been identified as the biggest risk to the town of Beverley. At the moment there is no funding for the approximate \$39,000.00 required to address identified risks. John is working on funding to hopefully be received early next year. Work has been carried out on tracks around the Beverley township to make access safer for volunteers.

John explained that they have been handing out "Are you Bushfire Ready" brochures and pamphlets which have been met with appreciation.

A 3 minute video was shown in relation to people having a written plan for bushfire season.

7. AGENCY UPDATES

Beverley Police – Karen Berry

WAPOL are reviewing practises, learning and improving their role from previous incidents. They have become aware of heightened and potential risks to their members, and are realising the need to say no to certain requests.

Community Paramedic – Drew Richardson

Regional participation with WACHS in Emergo training - focusing on resourcing for hospital evacuation during bushfire threat, whilst still maintaining support role at the incident itself, as well as maintaining routine response capacity for pre-hospital calls.

Attachment 7.3 LEMC Minutes

Training extended with participation in LEMC exercises by local volunteers in neighbouring areas, Cunderdin and Quairading. Emphasis on documentation / records and continuity of reliable information between WACHS, Evac' centre, and SJA.

Lessons learned from points 1) and 2) include early contact with SJA and inclusion at the IMT, even if deployment not immediately required. This allows for adequate planning preparation, should resources eventually require deployment from other towns, Northam career centre, or Perth.

SJA working with DCP in developing reliable system of information gathering and continuity of records between agencies for evacuees requiring medical attention.

Large emphasis on safety systems with volunteer ambulance workforce throughout training in 2016; Acting under HMA and IMT direction, PPE, hi-visibility of personnel and assets, testing of safety systems (duress, GPS, radio networks), cross infection potentials with multiple casualty situations.

Maximum quantities of medications allowed now carried by all ambulances for treatment of (among other things) respiratory distress and trauma. This is pertinent to SJA's role in supporting and treating DFES personnel at large incidents.

8. NEXT MEETING

Tuesday 28 February 2017 @ 3:30pm

9. CLOSURE

There being no further business the chairperson declared the meeting closed at 4:05pm

2:25pm – The President advised the meeting, Mr Ashley Fisher was in the public gallery to represent Avon Waste, a tenderer for Item 11.3 and needed to return to York. Council agreed to bring forward Item 11.3 to be dealt with at this time.

2.25pm – Council agreed the meeting should be closed to allow council to discuss details of tender contracts it is considering entering into.

COUNCIL RESOLUTION

M4/116

Moved Cr White

Seconded Cr Brown

That the meeting be closed to members of the public in accordance with section 5.23 of the *Local Government Act 1995* to allow Council to discuss the tender.

CARRIED 9/0

2:26pm – Mr Fisher left the meeting.

11.3 Recycling & Waste Collection Services

SUBMISSION TO: Ordinary Council Meeting 22 November 2016

REPORT DATE: 16 November 2016

APPLICANT: N/A

FILE REFERENCE: ADM 0188

AUTHOR: SP Gollan, Chief Executive Officer

ATTACHMENTS: Nil

SUMMARY

Council to consider selecting a Recycling & Waste Collection Services supplier for the three year period 1 January 2017 to 31 December 2019.

BACKGROUND

Council's current contract for recycling and waste collection services with Avon Waste expires on 31 December 2016.

Currently the service includes collection of 648 kerbside general waste bins collected weekly; 652 kerbside recycle bins collected fortnightly; a bulk mixed recycling bin and a bulk cardboard recycling bin.

Tenders were called on 31 October 2016 via the WALGA E-Quotes system. Tenders closed on 15 November 2016 at 4pm.

COMMENT

Nine suppliers were invited to tender for the Recycling & Waste Collection Services contract, these included:

- Avon Waste;
- Cleanaway;
- Great Southern Waste Disposal;
- Perthwaste Pty Ltd;
- Southern Metropolitan Regional Council;
- SUEZ Recycling and Recovery Pty Ltd;

- Tox Free Australia Pty Ltd
- Veolia Environmental Services; and
- Warren Blackwood Waste.

Avon Waste and Cleanaway were the only suppliers to make a submission. An analysis on each submission was made with the following point scores:

Relevant Experience	25
Tendered Price	45
Resources and Availability	10
Quality of Plant	10
Backup Plant	10
Non-Reliance on Subcontractors	10

Both tenderers received full points in each category meeting the selection criteria, except the Tendered Price, where 45 points was allocated to the lowest tender, being Cleanaway and Avonwaste receiving 43 points. The final points awarded were:

Cleanaway 100 points, Avon Waste 98 points.

The price structure of both tenders is below for Council's information.

AVON WASTE	MGB Units	Price Tendered (per unit)	Total Tendered Price (per collection)	Total Tendered Price (per year)
WEEKLY REFUSE COLLECTION				
Residential MGBs	648	\$1.59	\$1,030.32	\$53,576.64
Commercial MGBs				
Street MGBs				
FORTNIGHTLY RECYCLING MATERIAL COLLECTION				
Residential MGBs	652	\$3.16	\$2,060.32	\$53,568.32
Bulk Bin Co-mingled	1	\$75.00	\$75.00	\$1,950.00
Bulk Bin Cardboard	1	\$55.00	\$55.00	\$1,430.00
TOTAL TENDERED PRICE (per year)				\$110,524.96

CLEANAWAY	MGB Units	Price Tendered (per unit)	Total Tendered Price (per collection)	Total Tendered Price (per year)
WEEKLY REFUSE COLLECTION				
Residential MGBs	648	\$1.80	\$1,168.84	\$60,779.56
Commercial MGBs				
Street MGBs				
FORTNIGHTLY RECYCLING MATERIAL COLLECTION				
Residential MGBs	652	\$1.79	\$1,170.04	\$30,421.04
Bulk Bin Co-mingled	1	\$276.43	\$276.43	\$7,187.06
Bulk Bin Cardboard	1	\$276.43	\$276.43	\$7,187.06
TOTAL TENDERED PRICE (per year)				\$105,574.72

The tendered prices reflect a slight decrease compared to the last 3 year tender. The Tender specification provides the following in relation to annual price increases:

1.7.3 PRICE BASIS

All rates for goods/services offered under this Request will be reviewed annually at the end of each Financial Year and increased in accordance with upward movements in the Consumer Price Index for Perth (CPI) as provided by the Australian Bureau of Statistics. In the event of a decrement in the CPI, the rates are to remain the same.

Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered must include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

Clause 5.1 of the Tender Specification states:

5.1 RISE AND FALL ADJUSTMENT

The Contract shall not be subject to rise and fall adjustment in costs.

Cleanaway in their tender submission have requested that the Shire give consideration to the following formula for the annual calculation of Annual Price Reviews:

Rise and Fall

Cleanaway request consideration be given to the following formula for annual price review, as a more appropriate reflection of the cost movements affecting the provision of these services.

The tender prices as stipulated in the Price Schedule shall be subject to an adjustment for rise and fall in costs. The adjustments to the prices shall be implemented in January of each year. The first adjustment will be twelve months after commencement of contract. The adjustment will be in accordance with the following rise and fall formula:

$$R_n = R \left(58\% \times \frac{A}{B} + 9\% \times \frac{C}{D} + 33\% \times \frac{E}{F} \right)$$

where:

R_n is the Price payable on and from the Review Date.

R is the Price payable at the commencement of the term.

A is the Consumer Price Index (All Groups) as listed in ABS report No. 6401, (Perth) for the quarter ending immediately prior to the relevant Review Date.

B is the Consumer Price Index (All Groups) as listed in ABS report No. 6401, (Perth) as for the quarter ending September 2016.

C is the Perth Metro Average Diesel price as published by Fuelwatch for the month ending immediately prior to the relevant Review Date.

D is the Perth Metro Average Diesel price as published by Fuelwatch for the month of October 2016.

E is the labour rate payable to classification 6 Cleanaway employees under the "Cleanaway Western Australia – South West Region Enterprise Agreement 2015" immediately prior to the relevant review date.

F is the labour rate payable to classification 6 Cleanaway employees under the "Cleanaway Western Australia – South West Region Enterprise Agreement 2015" at November 2016.

If any of the above indices published by Australian Bureau of Statistics or Fuelwatch is discontinued or suspended then the calculation is to be made using whatever index is substituted for it. If no other index is substituted for it, the parties shall as soon as practicable use their best endeavours to agree upon an alternative method for calculating an increase to the then current rates and thereafter they shall adopt that method of calculation for the remainder of the contract term.

The Avon Waste tender is based on annual price review as per the Shires tenders specification i.e CPI, while Cleanaway's maybe based on the above formula. The use of different formulas in determining the annual price increase could give the effect that the overall cost of the service over the life of the contract could in fact narrow. There for it will be recommended that if Cleanaway are awarded the tender, that the annual price review be in accordance with clause 1.7.3 of the Shires tender specification and not the above mentioned formula.

Avon Waste have been Councils Waste and Recycling supplier since 1987 and have provided an excellent service with no recorded disputes or concerns. A good working relationship has been established, and is a business in our regional area supporting local employment.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

2016/17, 2017/18 and 2018/19 Budgets.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy AF007 – Purchasing and Procurement: Goods and Services with value of \$150,000 or over, a call for tender is required.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the tender for the provision of Recycling & Waste Collection Services be awarded to Cleanaway for \$105,574.72 per year for the period 1 January 2017 to 31 December 2019, on the condition that the annual price review for year 2 and 3 of the contract be determined in accordance with clause 1.7.3 of the Shire of Beverley Tender Specification.

COUNCIL RESOLUTION

M5/1116

Moved Cr Buckland

Seconded Cr Davis

That the tender for the provision of Recycling & Waste Collection Services be awarded to Cleanaway for \$105,574.72 per year for the period 1 January 2017 to 31 December 2019, on the condition that the annual price review for year 2 and 3 of the contract be determined in accordance with clause 1.7.3 of the Shire of Beverley Tender Specification.

LOST 0/9

COUNCIL RESOLUTION

M6/1116

Moved Cr Alexander

Seconded Cr Gogol

That the tender for the provision of Recycling & Waste Collection Services be awarded to Avon Waste for \$110,524.96 per year for the period 1 January 2017 to 31 December 2019.

CARRIED 9/0

Reason: Council award this tender to Avon Waste, being a regional business and for their exceptional service history to the Shire of Beverley.

COUNCIL RESOLUTION

M7/1116

Moved Cr Murray

Seconded Cr White

That the meeting be again open to the public.

CARRIED 9/0

2:34pm – The Shire President advised the Gallery of the Council Resolution that had been taken during the time the meeting was closed to the public.

2:35pm – Mr Ashley Fisher left the meeting and did not return.

At this point business was resumed in the sequence of the agenda.

8. TECHNICAL SERVICES

Nil

2:36pm – Mr Stefan de Beer, Shire Planner joined the meeting.

9. PLANNING SERVICES

9.1 Beverley Recreational Oval – Various Lots, Forrest Street, Beverley

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 14 November 2016
APPLICANT: Shire of Beverley
FILE REFERENCE: PL140218
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Deposited Plan, Letter of Commitment to WaterCorp

SUMMARY

Council is approached for a resolution on a number of outstanding issues in order to conclude the issuance of titles post approval of the deposited plan for the Beverley Recreation Oval.

BACKGROUND

The Shire of Beverley commenced a subdivision and amalgamation exercise on the subject land underlying the Beverley Recreational Grounds. Final approval for the subdivision was granted by the WAPC and the final Deposited Plan was approved on 12 May 2016. In terms of present legislation the Shire has two years from this date to arrange for the issuance of titles for the newly formed land parcels. McLeod's Solicitors had been appointed to perform this function as it was deemed too specialist in nature by the Shire's usual Settlement Agents (Gibson Raison).

As part of the process to issue new titles the Department of Lands indicated that they require formal Council Resolutions on a number of issues, described hereunder, in order to progress the matter (please refer to the attached plan):

1. Confirmation from Council, through Resolution, that Reserve 24782 which abuts Reserve 4790 is to be cancelled and the Lot amalgamated with Lot 400 and described as Lot 501 on Deposited Plan 77557;
2. Confirmation from Council, through Resolution, that Lots 3-8 on Plan 2959 (CT 1203/161) be revested back to the State for inclusion into existing Reserve 44112 (Bowling Club).
3. Confirmation from Council, through Resolution, that the newly created Lot 505 on Deposited Plan 77557, be transferred to the Water Corporation, as per a commitment communicated to them in 2005 (copy of letter attached).

COMMENT

In terms of the abovementioned matters the proposals for which formal resolutions are required are fairly logical and self-explanatory and should be supported to progress the issuance of titles.

In regards to point 2 above, one option put forward by the Department of Lands was to purchase the land underlying Reserve 4412 (Bowling Club), in fee simple. A valuation from LandGate revealed an indicative purchase price of \$45,000. Given this unexpected expense the officer will recommend against purchasing the land underlying Reserve 4412 and recommend rather reverting it back to the State.

A letter issued to the Water Corporation on 28 June 2005 by previous CEO Mr Keith Byers committed to the transfer of the underlying land of the newly formed Lot 505 on Deposited Plan 77557 to the Water Corporation, and it will be recommended this undertaking be honoured.

CONSULTATION

Various parties were consulted in the drafting of this report.

STATUTORY ENVIRONMENT

The application for the issuance of titles is dealt with under various legislative mechanisms, i.e. Land Administration Act & Planning and Development Act.

FINANCIAL IMPLICATIONS

Council is required to pay for the issuance of titles and McLeod's Solicitors has been appointed.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to:-

1. Confirm that Reserve 24782 which abuts Reserve 4790 is to be cancelled and the Lot amalgamated with Lot 400 and described as Lot 501 on Deposited Plan 77557;
2. Confirm that Lots 3-8 on Plan 2959 (CT 1203/161) be revested back to the State for inclusion into existing Reserve 44112 (Bowling Club);
3. Confirm that the newly created Lot 505 on Deposited Plan 77557, be transferred to the Water Corporation, as per a commitment communicated to them in 2005.

COUNCIL RESOLUTION

M8/1116

Moved Cr Shaw

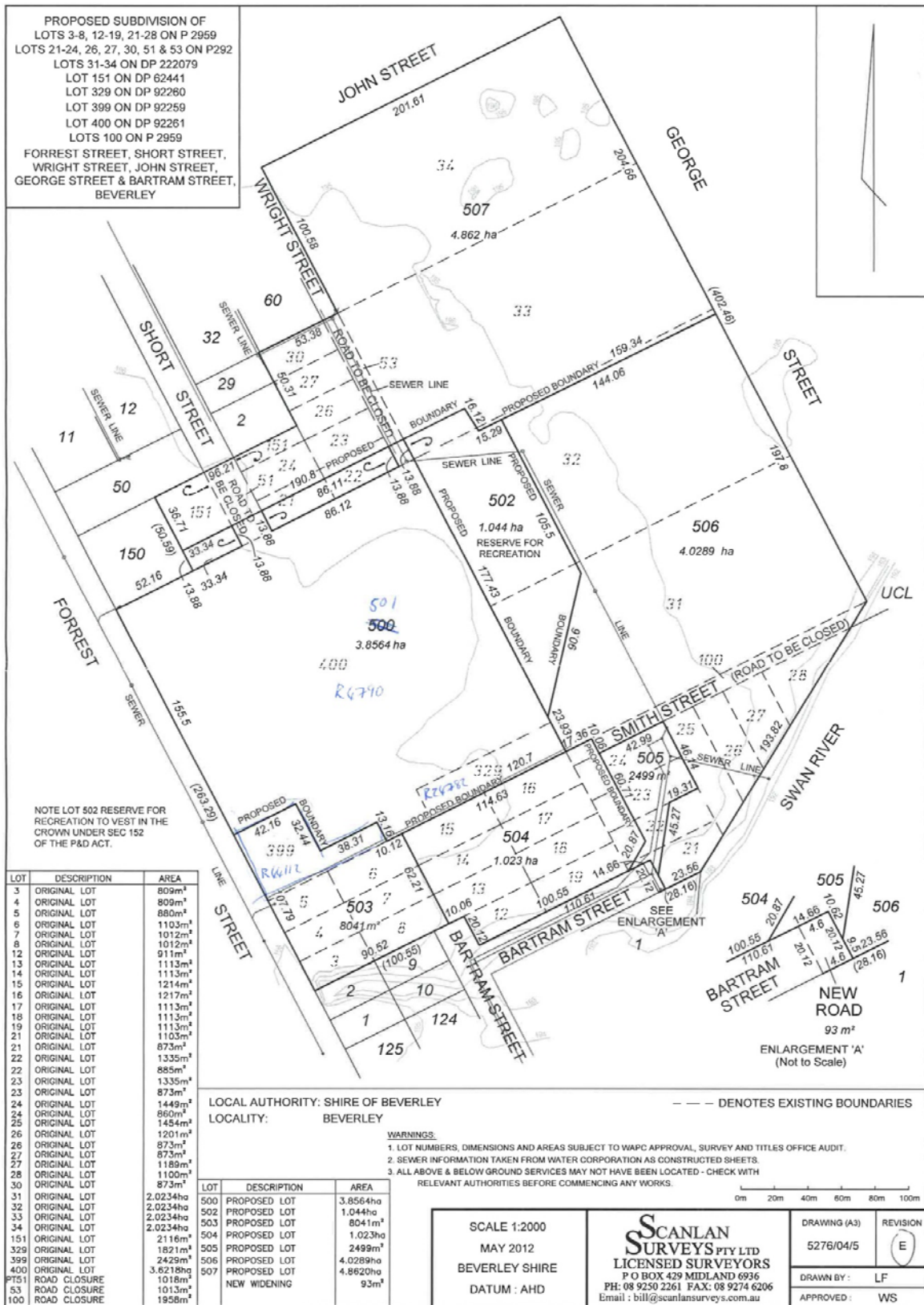
Seconded Cr Gogol

That Council resolve to:-

1. **Confirm that Reserve 24782 which abuts Reserve 4790 is to be cancelled and the Lot amalgamated with Lot 400 and described as Lot 501 on Deposited Plan 77557;**
2. **Confirm that Lots 3-8 on Plan 2959 (CT 1203/161) be revested back to the State for inclusion into existing Reserve 44112 (Bowling Club);**
3. **Confirm that the newly created Lot 505 on Deposited Plan 77557, be transferred to the Water Corporation, as per a commitment communicated to them in 2005.**

CARRIED 9/0

Attachment 9.1 – Draft Deposited Plan



Attachment 9.1



SHIRE OF BEVERLEY
BEVERLEY, WESTERN AUSTRALIA WA 6304

JTI 2002 01356

28 June 2005

Anne O'Hern
Acquisition Officer
Water Corporation
PO Box 100
LEEDERVILLE WA 6902



Dear Anne

LOTS 23 AND 24 BARTRAM STREET, BEVERLEY

I refer to your correspondence of the 21 June, 2005 and advise that the application for subdivision/amalgamation of the area is currently with the Department for Planning and Infrastructure. As soon as approval has been granted and the Diagram of Survey completed, the land transfer documents will be lodged so that the newly formed Lot 90 is in the ownership of the Water Corporation.

Should you require additional information please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to be 'K. Byers'.

Keith Byers
CHIEF EXECUTIVE OFFICER

9.2 Market Stalls – Lot 70 Vincent Street, Beverley

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 15 November 2016
APPLICANT: Andrew Thomas
FILE REFERENCE: CP 009
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Locality Map, Site Plans, List of Goods, Insurance Cert.

SUMMARY

An application for planning approval has been received for continuation of established Market Stalls on Lot 70 Vincent Street (Car Park opposite IGA). It will be recommended the application be approved.

BACKGROUND

The Shire of Beverley Council at its meeting of 22 November 2011 granted planning approval for Market Stalls at the abovementioned location for a period of 5 years. This period of approval has now lapsed and the applicant is seeking permission to continue in the same fashion for another period of 5 years.

COMMENT

It is the intent of the applicant to continue selling the following items from the stalls:

- Handcrafted and locally made leather goods (i.e. belts, bags, souvenir items);
- Locally made handicrafts, treasured collectables, soft toys, etc.;
- Locally made garden plaques, ornaments etc.

The application is for Market Stall events on Saturdays only although alternate dates i.e. over the Easter and Christmas periods might also be required. To allow the Shire to avoid potential conflict with other users of the car park, it is proposed the applicant provide two weeks' notice prior to an event and written approval be granted by the Shire prior to commencement of the activity. Should Council approve the application it will be recommended the above be made a condition of approval.

The Market Stalls have been operation for the past 5 years without incident and have added to generating activity in the main street precinct, which feeds into the narrative of having an active public space within the Vincent Street Urban Design environment.

CONSULTATION

No consultation was deemed required.

STATUTORY ENVIRONMENT

The application may be approved in terms of the Shire of Beverley Town Planning Scheme No 2.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for the erection of market stalls for the purpose of conducting retail sales, on Lot 70 Vincent Street, Beverley, subject to the following conditions and advice notes:-

Conditions: -

1. This approval is for a period of 5 years. After 5 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.
3. The approval is for activities occurring on Saturdays only.
4. With the exception of activities on Saturdays, the applicant is to supply a minimum two weeks' notice in writing to the Shire and received the Shire's written approval, prior to commencement of the Market Stall event.
5. The hours of operation on approved days are to be between 8am and 3pm.
6. At all times during which the approved activity is occurring, including setting up and closing down, signage approved by the Shire of Beverley is to be erected informing motorists accessing the car park at lot 70 Vincent Street of the potential conflict with pedestrians.

Advice Notes:-

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. With regard to condition 4, a request using email is acceptable.
3. The applicant is advised to maintain the current public liability insurance.

COUNCIL RESOLUTION

M9/1116

Moved Cr Buckland

Seconded Cr Gogol

That Council resolve to grant planning approval for the erection of market stalls for the purpose of conducting retail sales, on Lot 70 Vincent Street, Beverley, subject to the following conditions and advice notes:-

Conditions: -

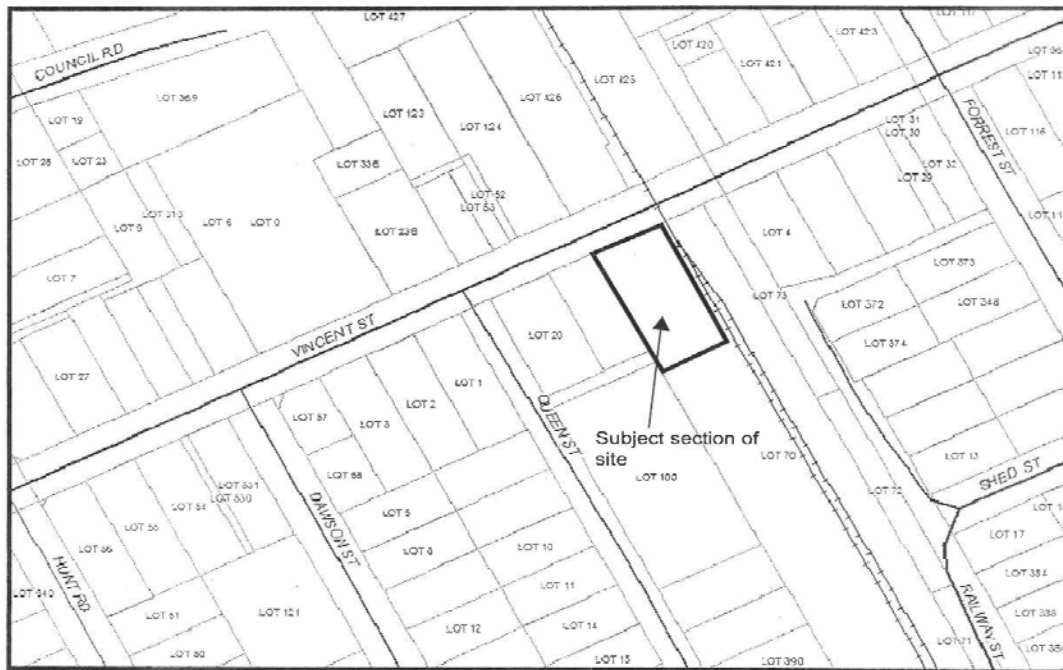
- 1. This approval is for a period of 5 years. After 5 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
- 2. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
- 3. The approval is for activities occurring on Saturdays only.**
- 4. With the exception of activities on Saturdays, the applicant is to supply a minimum two weeks' notice in writing to the Shire and received the Shire's written approval, prior to commencement of the Market Stall event.**
- 5. The hours of operation on approved days are to be between 8am and 3pm.**
- 6. At all times during which the approved activity is occurring, including setting up and closing down, signage approved by the Shire of Beverley is to be erected informing motorists accessing the car park at lot 70 Vincent Street of the potential conflict with pedestrians.**

Advice Notes:-

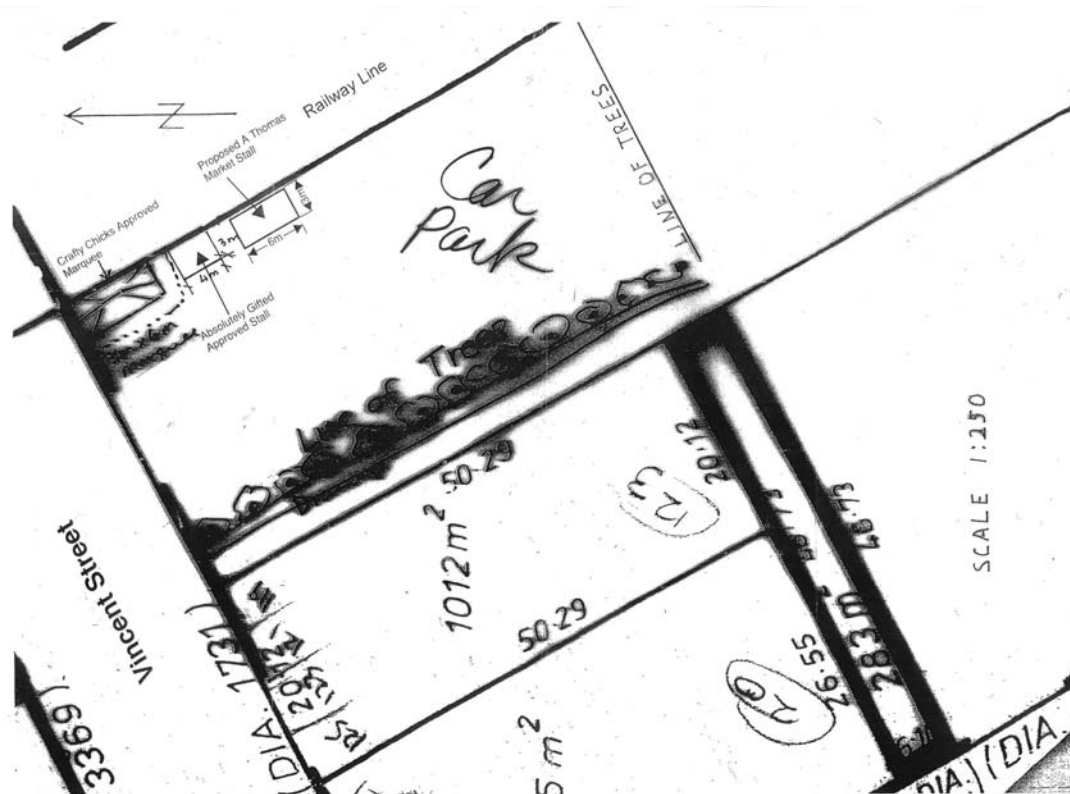
- 1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 2. With regard to condition 4, a request using email is acceptable.**
- 3. The applicant is advised to maintain the current public liability insurance.**

CARRIED 9/0

Attachment 9.2



Location Plan



Attachment 9.2

Goods to be sold.

Handcrafted and locally made leather goods,
ie. belts, bags, souvenir items etc.

Locally made handicrafts, treasured collectables, soft
toys etc.

Locally made garden plaques, ornaments etc.

No dangerous goods and No food.



000001

Mr ANDREW THOMAS
Post Office Box 213
BEVERLEY WA 6304

copy

Business Insurance Certificate of Currency

Issue Date: 26 September 2016

We enclose your certificate of currency, as requested.

For more information about protecting your business visit www.aami.com.au or call
AAMI Business Insurance on 13 22 44.

We appreciate privacy is important to you. We are committed to protecting your
personal information. For further information, refer to our Privacy Statement and
Suncorp Group Privacy Policy by visiting aami.com.au/privacy or call 13 22 44.

For the full terms and conditions of your policy, refer to the Product Disclosure
Statement that was previously supplied to you.

We look forward to continuing to support you and your business.

SHIRE OF BEVERLEY		
26 OCT 2016		
Page 1 of 6		
FILE REF:		
<input type="checkbox"/> CEO	<input type="checkbox"/> SP	<input type="checkbox"/> CESH
<input type="checkbox"/> D/CEO	<input type="checkbox"/> BS	<input type="checkbox"/> GPO Box 2470
<input type="checkbox"/> MOW	<input type="checkbox"/> EHO	<input type="checkbox"/> Adelaide SA 5001

Policy Number
SMD010548585

Policyholder
Mr ANDREW
THOMAS
TRADING AS
OAKDALE
HANDCRAFTED
PRODUCTS

Period of Insurance
23 September 2016 to 23
September 2017 at midnight

9.3 Lease Agreement K174786 – Lot 3001, Forrest Street, Beverley

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 16 November 2016
APPLICANT: Shire of Beverley
FILE REFERENCE: FOR 2633
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Maps, DoL Letter, Due Diligence Report and Financials

SUMMARY

Council is approached for a resolution on the renewal of Lease K174786 ("Community Agriculture") Lot 3001 on Deposited Plan 47753 - Forrest Street Beverley (Old Aerodrome). It will be recommended that Council not renew the lease.

BACKGROUND

The Shire of Beverley has leased the subject land from the State since 1 February 2007.

In 2012 the Shire resolved to enter into negotiations with the Department of Lands to obtain the land offered by the Department for \$1,000 as part of a Subdivisional Lease Agreement. The latter agreement would have required the Shire to fully develop the site at its expense for Industrial purposes before been given ownership of the land for \$1,000.00.

A letter received from the Department of Lands in August 2016 now requires the Shire to indicate whether they intent to continue with the existing lease agreement no K174786 (not the Subdivisional Lease Agreement).

COMMENT

As a result of numerous delays, most importantly the resolve of Native Title, the abovementioned Subdivisional Lease Agreement had not been further pursued. Also, other factors that are to be considered are the actual cost of development of the subject land for Industrial purposes, taking into account the numerous encumbrances associated with this specific land portion, amongst other the costs involved in land filling that will be required to raise the land above the Avon River Flood Fringe, installation of civil services, etc.

It is respectfully submitted that continuing to pursue the Subdivisional Lease Agreement, and the actual physical development of the site, might result in a long term financial liability for the Shire. A production costing model had been formulated during 2012 for discussion purposes, with indicative costs, as part of a due diligence report, and is attached hereto for information purposes in this regard.

Although the subject land had been sub-leased for a number of years the income versus expenditure indicates a substantial loss for the Shire in this regard (copy attached hereto). There is a current sub-lease agreement in place (with David Adams, until 2018), but from discussions between the CEO and Mr Adams indications are that Mr Adams would be in favour of an early termination of the sub-lease agreement.

All things considered, it will be recommended that the Shire not pursue the renewal of the existing lease agreement no K174786, as a result of the financial loss associated with it, and also to not pursue the draft Subdivisional Lease Agreement with the Department of Lands for reasons of this option being to major a risk for the Shire over the longer term in the present market conditions.

It remains the prerogative of the Shire, as are eluded to in other correspondence from the Department of Lands, that should the Shire in future choose to again pursue a development proposal on the subject land, to again approach the Department in this regard.

CONSULTATION

Mr David Adams was consulted in the drafting of this report.

STATUTORY ENVIRONMENT

Land Administration Act & Planning and Development Act.

FINANCIAL IMPLICATIONS

Should Council resolve to renew lease agreement K174786 it will be required to continue paying the agreed amount of approx. \$3,300.00 per year. Sub-leasing the land derives an income of \$2,057.00 per year resulting in a loss of \$1,243.00 per year.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to:-

1. Inform the Department of Lands that the Shire of Beverley will not renew Lease K174786 or enter into a new lease agreement for the subject land at the expiry of the existing lease on 31 January 2017;
2. Instruct the CEO to negotiate an early termination of the Sub-lease agreement with Mr. David Adams to correspond with the expiry of the existing lease agreement K174786;
3. Not continue with the Subdivisional Lease Agreement for the development of Lot 3001 Forrest Street for Industrial Purposes;
4. Instruct the Shire Planner to investigate other opportunities for Industrial Development in the Shire of Beverley;

COUNCIL RESOLUTION

M10/1116

Moved Cr Davis

Seconded Cr Gogol

That Council resolve to:-

- 1. Inform the Department of Lands that the Shire of Beverley will not renew Lease K174786 or enter into a new lease agreement for the subject land at the expiry of the existing lease on 31 January 2017;**
- 2. Instruct the CEO to negotiate an early termination of the Sub-lease agreement with Mr. David Adams to correspond with the expiry of the existing lease agreement K174786;**
- 3. Not continue with the Subdivisional Lease Agreement for the development of Lot 3001 Forrest Street for Industrial Purposes; and**
- 4. Instruct the Shire Planner to investigate other opportunities for Industrial Development in the Shire of Beverley.**

CARRIED 9/0

2:48pm – Mr Stefan de Beer, Shire Planner left the meeting and did not return.

Attachment 9.3



Government of **Western Australia**
Department of **Lands**

Regional and Metro Services

Your ref:
Our ref: 50365-2007 Job No.
Enquiries: Bronwyn Jones Ph: (08) 6552 4538
Fax: (08) 6552 4417
Email: bronwyn.jones@lands.wa.gov.au

Chief Executive Officer
Shire of Beverley
PO Box 20
BEVERLEY WA 6304



Dear Sir/Madam

***Renewal of Lease K174786 ("Community Agriculture")
Lot 3001 on Deposited Plan 47753 - Forrest Street, Beverley***

The Department of Lands (DoL) is writing to you regarding Lease K174786, which was issued over Lot 3001 on Deposited Plan 47753 and granted for the purpose of "Community Agriculture." The commencement date of this lease was 1 February 2007 and the term was for five years, with an option for a further term of five years. The lease is now due to expire on 31 January 2017.

DoL is now enquiring whether you are interested in entering into a new lease for Lot 3001 on Deposited Plan 47753 for the same purpose of "Community Agriculture", with similar terms and conditions to the current lease.

Your early advice (in writing) in relation to this matter is requested, to enable DoL to undertake and complete its approvals processes, and creation of the new lease, for execution and registration at Landgate.

Should you have any enquiries please contact me on (08) 6552 4538 quoting the above reference number.

Yours faithfully

B Jones

Bronwyn Jones
State Land Support Officer
DELIVERY

10 August 2016

Gordon Stephenson House, 140 William Street Perth Western Australia 6000 PO Box 1143 West Perth Western Australia 6872
Telephone (08) 6552 4400 Facsimile (08) 6552 4417 Freecall: 1800 735 784 (Country only)
Email: info@lands.wa.gov.au Website: www.lands.wa.gov.au
ABN: 68 565 723 484

Objective Id: A5754277

Attachment 9.3

**DUE DILIGENCE REPORT &
DRAFT DEVELOPMENT PROPOSAL:
RESERVE 2633 - LOT 3001 FORREST STREET
SHIRE OF BEVERLEY**



MAY 2012

Attachment 9.3

1. Background

The Shire of Beverley approached the former Department of Land Administration (DOLA), to investigate the acquisition of the land described as Reserve 2633 (Lot 3001), Forrest Street, Shire of Beverley.

The Department of Regional Development and Lands (RDL) requested Landgate Valuation Services to provide valuation advice to them to facilitate the transfer of the subject reserve in freehold to the Shire of Beverley.

The figure that Landgate provided as valuation for the above land was \$305,000.

After a meeting between Hon Brendon Grylls and Shire representatives on 10 June 2011, Landgate had been advised that the Shire has appealed to the Minister that the price is excessive, given that the council will have to accept all servicing and subdivision costs. Subsequently the RDL has requested that Landgate review their valuation.

As part of this review of valuation by Landgate, they require clarification on a number of issues, which this report will endeavour to address.

2. Subject Land Information

Property Description:	Lot 3001 Forrest Street, Shire of Beverley
Extent:	33.1129 Hectares
Deposited Plan Number:	47753
Ownership:	Crown
Zoning:	Reserve Land – ‘Public Purposes’
Location:	Please refer to the attached locality map
Encumbrances:	Native Title, Avon River Flood Fringe, <i>et al</i>
Lease Agreements:	Standing Lease Agreement with Shire of Beverley
Lease Number:	K 174786
*Future intended Land Use:	‘Industrial’

**The subject land is earmarked as ‘Industrial’ in the Draft Local Planning Strategy (LPS). At the time of compilation of this report, certification from the WAPC was still awaited to proceed to public advertising of the LPS. Final consideration after public consultation and adoption by the WAPC still to follow on completion of the latter advertising process.*

3. Draft Development Proposal & Costing Model

3.1 Proposed Development

The land is earmarked to be utilized as industrial land in future, as proposed in the Draft Local Planning Strategy. The draft subdivision plan presented (attached herewith) is based on individual lot sizes of approximately 5,000 m².

Attachment 9.3

Development Summary

Number of Industrial Lots:	47
Street reserve width:	30 meters
Approx. total street area:	4.27 Ha (13%)
Approx. total Lot area:	28.75 Ha (87%)
Proposed Level of Services:	Reticulated water, sewer & electricity

3.2 Costing Model

Production Costs: Scenario 1

*Professional Fees (15% of capital expenditure):	\$ 300,000.00
Capital expenditure (excluding land cost):	\$ 2,000,000.00
Total:	\$ 2,300,000.00

Production Costs: Scenario 2

*Professional Fees (15% of capital expenditure):	\$ 450,000.00
Capital expenditure (excluding land cost):	\$ 3,000,000.00
Total:	\$ 3,450,000.00

*The professional fees include the following disciplines as required for the project:

- Geotechnical Engineer;
- Civil Engineer;
- Electrical Engineer;
- Land Surveyor;
- Attorney/Solicitor;
- Project Manager;
- Town Planner;
- Quantity Surveyor

The above cost estimates were obtained from professionals in the building and construction industry on the draft subdivision plan provided.

Costs not included in the above include the cost of obtaining the land as well as any land filling to be done as a result of the flood fringe encumbrance. The Department of Water also indicated that they would prefer a road directly adjacent to the Avon river to discourage inappropriate land use/storage on the river bank.

3.3 Anticipated return on Investment

Scenario 1:

Land price @ \$6.00 per square meter = \$ 1,725,000.00

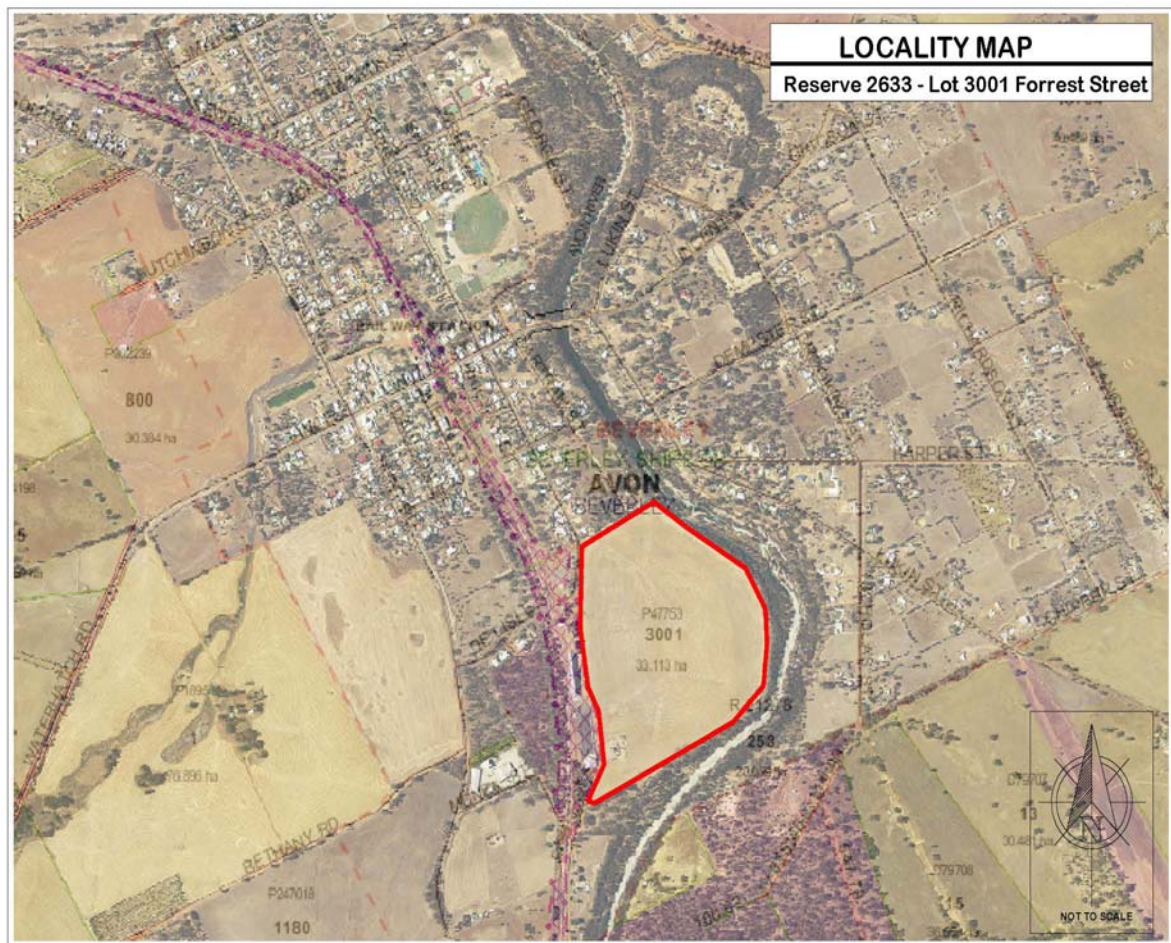
Scenario 2:

Land price @ \$12.00 per square meter = \$ 3,450,000.00

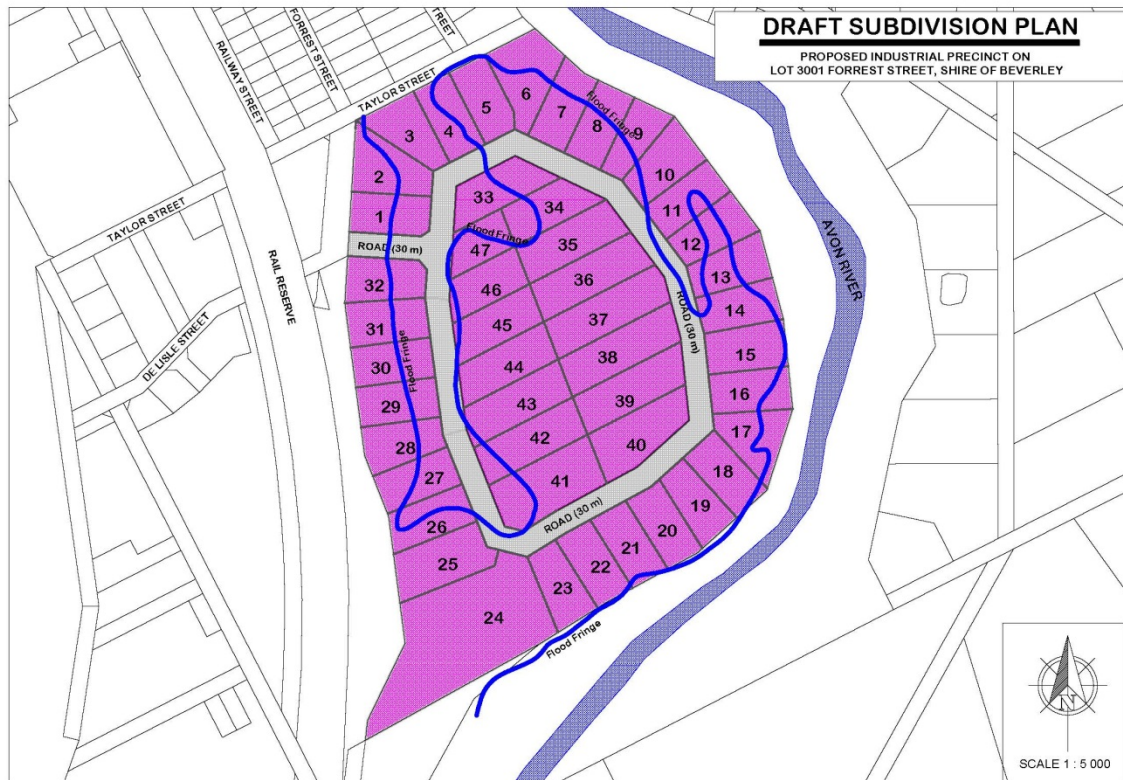
Attachment 9.3

4. Conclusion

It is reiterated that this development proposal and costing model are presented as a 1st draft, simply to facilitate the process of valuation as described above. It was performed as an in-house desktop exercise by the shire planner with information available at the time, and is by no means final. The anticipated costs involved in the development are likewise not presented as a detailed costing model but should rather be viewed as an anticipated 'magnitude of fees'. Likewise, the anticipated return on investment was not market tested and depends on numerous factors outside of the scope of this exercise.



Attachment 9.3



Attachment 9.3

Date	Num	Amount	Name	Description
25/02/2008	39365	(250.00)	DPT of LANDS	RES L3001 - LEASE AGREEMENT K174786
06/03/2008	88668	(2.38)	DPT of LANDS	RES L3001 - LEASE AGREEMENT K227739
02/07/2008	44257	(250.00)	DPT of LANDS	RES L3001 - LEASE AGREEMENT K174786
02/01/2009	50179	(250.00)	DPT of LANDS	RES L3001 - LEASE K174786 to 30 JUN 09
02/07/2009	58706	(250.00)	DPT of LANDS	RES L3001 - LEASE K174786 to 31 DEC 09
02/01/2010	66093	(667.37)	DPT of LANDS	RES L3001 - LEASE K174786 to 30 JUN 10
02/07/2010	72716	(750.00)	DPT of LANDS	RES L3001 - LEASE K174786 to 31 DEC 10
02/01/2011	76431	(1,371.54)	DPT of LANDS	RES L3001 - LEASE K174786 to 30 JUN 11
02/07/2011	80211	(1,500.00)	DPT of LANDS	RES L3001 - LEASE K174786 to 31 DEC 11
01/01/2012	83699	(2,121.55)	DPT of LANDS	RES L3001 - LEASE K174786 to 30 JUN 12
02/07/2012	87195	(2,250.00)	DPT of LANDS	RES L3001 - LEASE K174786 to 31 DEC 12
19/02/2013	90454	(2,250.00)	DPT of LANDS	RES L3001 - LEASE K174786 to 30 JUN 13
22/02/2013	90967	(125.69)	DPT of LANDS	RES L3001 - LEASE K174786 AMENDED re 01 APR - 30 JUN 13 PERIOD
29/07/2013	12086	(2,500.00)	DPT of LANDS	RES L3001 - LEASE RK174786 to 31 DEC 13
02/01/2014	14500	(2,707.19)	DPT of LANDS	RES L3001: LEASE K174786 to 30 JUN 14
02/07/2014	16931	(2,750.00)	DPT of LANDS	L3001, FORREST ST: 6 MONTH LEASE RK174786 to 31 DEC 14
02/01/2015	19232	(2,957.18)	DPT of LANDS	L3001, FORREST ST: 6 MONTH LEASE RK174786 to 30 JUN 15
01/07/2015	20497	(3,000.00)	DPT of LANDS	Res L3001, Forrest St: Lease RK174786 to 31 Dec 15
01/01/2016	23840	(2,067.95)	DPT of LANDS	Res L3001, Forrest St: Lease RK174786 to 30 Jun 16
01/07/2016	26195	(1,650.00)	DPT of LANDS	Res L3001, Forrest St: Lease RK174786 to 31 Dec 16
		(29,670.85)		

Date	Num	Name	Description	Amount
04/06/2009	4829	1,500.00	DR/HOSKING Tr	RESERVE 2633 (OLD AERODROME) LEASE PERIOD:01 APRIL 2009 to 31 MARCH ...
31/05/2010	6215	1,500.00	DR/FLEAY David	2633 (OLD AERODROME) LEASE PERIOD:01 APRIL 2010 to 31 MARCH 2011 ON...
12/04/2011	7360	1,240.00	DR/TALBOT PAS	2633 (OLD AERODROME) LEASE PERIOD:01 APRIL 2011 to 31 MARCH 2013 FI...
08/05/2012	8609	1,240.00	DR/TALBOT PAS	2633 (OLD AERODROME) LEASE PERIOD:01 APRIL 2011 to 31 MARCH 2013 SE...
29/04/2013	9809	1,650.00	DR/ADAMS Davic	2633 (OLD AERODROME) LEASE PERIOD:01 MAY 2013 to 30 APRIL 2015 PAYM...
27/03/2014	10841	1,650.00	DR/ADAMS Davic	2633 (OLD AERODROME) LEASE PERIOD:01 MAY 2013 to 30 APRIL 2015 2ND ...
28/04/2015	80	2,057.00	DR/ELMLINE PT	eserve 2633 (Old Aerodrome) Lease Period: 01 April 2015 to 31 March 2018 1st Payment: 01 April 2015 to 31 March 2016
15/03/2016	1290	2057.00	DR/ELMLINE PT	Reserve 2633 Lease Period: 01 April 2015 to 31 March 2018 2nd Payment: 01 April 2016 to 31 March 2017
		12,894.00		
		(16,776.85)		

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

2:48pm – Ms Gaye Mather, Senior Administration Officer, joined the meeting.

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 17 November 2016
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: October 2016 Financial Reports

SUMMARY

Council to consider accepting the financial reports for the period ending 31 October 2016.

BACKGROUND

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

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

COMMENT

The monthly financial report for the period ending 31 October 2016 has been provided and includes:

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

STATUTORY ENVIRONMENT

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

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

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

The Statement is to be accompanied by:

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

COUNCIL RESOLUTION

M11/1116

Moved Cr White

Seconded Cr Davis

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

CARRIED 9/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 October 2016**

Description	Budget 2016/17	YTD Budget 2016/17	YTD Actual 2016/17	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,562,053.00	2,872,601.00	2,874,089.45	1,488.45	
Governance	18,500.00	1,122.00	(1,238.90)	(2,360.90)	
Law, Order & Public Safety	205,704.00	94,400.50	99,004.64	4,604.14	
Health	100.00	32.00	209.09	177.09	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	100,234.00	31,822.75	28,340.25	(3,482.50)	
Community Amenities	182,396.00	174,736.35	177,168.45	2,432.10	
Recreation & Culture	3,059,979.00	29,775.04	31,817.79	2,042.75	
Transport	1,902,281.00	415,985.86	413,320.40	(2,665.46)	
Economic Activities	81,500.00	33,951.03	35,728.58	1,777.55	
Other Property & Services	43,100.00	20,834.18	23,844.07	3,009.89	
Total Operating Revenue	9,155,847.00	3,675,260.71	3,682,283.82	7,023.11	
Operating Expenditure					
General Purpose Funding	(212,102.00)	(71,756.00)	(67,425.74)	4,330.26	
Governance	(487,089.00)	(151,707.00)	(149,567.81)	2,139.19	
Law, Order & Public Safety	(382,930.00)	(120,249.00)	(116,950.65)	3,298.35	
Health	(108,789.00)	(38,097.00)	(39,403.60)	(1,306.60)	
Education & Welfare	(77,731.00)	(24,952.00)	(25,352.17)	(400.17)	
Housing	(297,540.00)	(73,418.00)	(69,462.35)	3,955.65	
Community Amenities	(534,255.00)	(146,110.00)	(141,571.00)	4,539.00	
Recreation & Culture	(1,132,189.00)	(313,919.00)	(317,232.82)	(3,313.82)	
Transport	(1,976,599.00)	(747,868.00)	(755,342.66)	(7,474.66)	
Economic Activities	(442,901.00)	(96,736.00)	(95,691.88)	1,044.12	
Other Property & Services	(14,837.00)	(12,469.00)	(40,103.59)	(27,634.59)	PWOH and POC allocations greater than associated expenses YTD.
Total Operating Expenditure	(5,666,962.00)	(1,797,281.00)	(1,818,104.27)	(20,823.27)	
Net Operating	3,488,885.00	1,877,979.71	1,864,179.55	(13,800.16)	
Capital Income					
Self-Supporting Loan - Principal Repayment	13,563.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	262,000.00	85,000.00	85,847.64	847.64	
Total Capital Income	275,563.00	85,000.00	85,847.64	847.64	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 October 2016**

Description	Budget 2016/17	YTD Budget 2016/17	YTD Actual 2016/17	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(4,554,000.00)	(30,000.00)	(30,130.45)	(130.45)	
Plant and Equipment	(652,000.00)	(170,500.00)	(164,411.24)	6,088.76	
Office Furniture and Equipment	(50,700.00)	(27,666.00)	(27,731.50)	(65.50)	
Road Construction	(1,796,756.00)	(121,100.00)	(128,531.01)	(7,431.01)	
Other Infrastructure	(557,364.00)	0.00	0.00	0.00	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(85,387.00)	0.00	(7,113.93)	(7,113.93)	
Total Capital Expenditure	(7,696,207.00)	(349,266.00)	(357,918.13)	(8,652.13)	
Net Capital	(7,420,644.00)	(264,266.00)	(272,070.49)	(7,804.49)	
Adjustments					
Depreciation Written Back	1,505,324.00	483,547.00	549,123.41	65,576.41	Depreciation charged greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	1,806.43	1,806.43	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	42,000.00	14,000.00	10,669.36	(3,330.64)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	194,152.00	(15,000.00)	(14,995.99)	4.01	
New Loan Funds	820,000.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	1,370,283.00	1,370,283.00	1,370,283.49	0.49	
Total Adjustments	3,931,759.00	1,852,830.00	1,916,886.70	64,056.70	
CLOSING SURPLUS/(DEFICIT)	0.00	3,466,543.71	3,508,995.76	42,452.05	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 October 2016	
Description	YTD Actual 2016/17
Current Assets	
Cash at Bank	141,699.33
Cash - Unrestricted Investments	3,074,777.51
Cash - Restricted Reserves	2,068,219.22
Cash on Hand	300.00
Accounts Receivable	816,461.02
Self-Supporting Loan - Current	13,563.06
Inventory - Fuel	8,322.82
Total Current Assets	6,123,342.96
Current Liabilities	
Accounts Payable	(441,845.82)
Loan Liability - Current	(78,273.61)
Annual Leave Liability - Current	(204,209.06)
Long Service Leave Liability - Current	(135,648.96)
Total Current Liabilities	(859,977.45)
Adjustments	
Less Restricted Reserves	(2,068,219.22)
Less Self-Supporting Loan Income	(13,563.06)
Add Leave Reserves - Cash Backed	249,138.92
Add Loan Principal Expense	78,273.61
Total Adjustments	(1,754,369.75)
NET CURRENT ASSETS	3,508,995.76

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 October 2016**

Description	Actual 2015/16	YTD Actual 2016/17	Movement
Current Assets			
Cash and Cash Equivalents	3,433,023.92	5,284,996.06	1,851,972.14
Accounts Receivable	440,326.00	816,461.02	376,135.02
Self-Supporting Loan - Current	13,563.06	13,563.06	0.00
Inventory	7,911.26	8,322.82	411.56
Total Current Assets	3,894,824.24	6,123,342.96	2,228,518.72
Current Liabilities			
Accounts Payable	(365,228.93)	(441,845.82)	(76,616.89)
Loan Liability - Current	(85,387.54)	(78,273.61)	7,113.93
Annual Leave Liability - Current	(204,209.06)	(204,209.06)	0.00
Long Service Leave Liability - Current	(135,648.96)	(135,648.96)	0.00
Total Current Liabilities	(790,474.49)	(859,977.45)	(69,502.96)
Non-Current Assets			
Non-Current Debtors	98,023.43	98,023.43	0.00
Land and Buildings	18,085,238.45	17,985,483.01	(99,755.44)
Plant and Equipment	2,201,244.10	2,156,728.03	(44,516.07)
Furniture and Equipment	175,385.42	189,015.36	13,629.94
Infrastructure	27,350,427.60	27,186,232.96	(164,194.64)
Self-Supporting Loan - Non Current	88,536.35	88,536.35	0.00
Total Non-Current Assets	47,998,855.35	47,704,019.14	(294,836.21)
Non-Current Liabilities			
Loan Liability - Non Current	(1,069,730.58)	(1,069,730.58)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(30,707.58)	(30,707.58)	0.00
Total Non-Current Liabilities	(1,100,438.16)	(1,100,438.16)	0.00
Net Assets	50,002,766.94	51,866,946.49	1,864,179.55
Equity			
Accumulated Surplus	(37,907,934.03)	(39,757,117.59)	(1,849,183.56)
Reserves - Cash Backed	(2,053,223.23)	(2,068,219.22)	(14,995.99)
Reserve - Revaluations	(10,041,609.68)	(10,041,609.68)	0.00
Total Equity	(50,002,766.94)	(51,866,946.49)	(1,864,179.55)

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 October 2016**

Job #	Job Description	YTD Actual 2016/17
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	4,033.95
RR002	Athol Rd (RoadID: 26) (Maintenance)	5,434.89
RR003	Avoca Rd (RoadID: 98) (Maintenance)	544.54
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	2,415.97
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	980.06
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	4,557.24
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	6,002.06
RR008	Barrington Rd (RoadID: 13) (Maintenance)	4,256.83
RR009	Batemans Rd (RoadID: 78) (Maintenance)	886.53
RR010	Batys Rd (RoadID: 60) (Maintenance)	1,102.91
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	363.20
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	4,618.74
RR013	Beringer Rd (RoadID: 29) (Maintenance)	5,876.86
RR014	Bethany Rd (RoadID: 148) (Maintenance)	498.62
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	635.18
RR017	Bremner Rd (RoadID: 6) (Maintenance)	4,996.24
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	0.00
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	4,971.66
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	408.53
RR022	Carrs Rd (RoadID: 47) (Maintenance)	0.00
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	636.27
RR024	Caudle Rd (RoadID: 140) (Maintenance)	0.00
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	6,630.43
RR027	Collins Rd (RoadID: 66) (Maintenance)	873.43
RR028	Cookes Rd (RoadID: 61) (Maintenance)	294.83
RR029	Corberding Rd (RoadID: 43) (Maintenance)	975.13
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	0.00
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	4,122.20
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	3,782.21
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	11,328.26
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	4,860.77
RR036	Drapers Rd (RoadID: 79) (Maintenance)	647.55
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	42.85
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	20,055.89
RR039	Ewert Rd (RoadID: 27) (Maintenance)	6,222.01

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 October 2016**

Job #	Job Description	YTD Actual 2016/17
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	1,496.74
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	3,000.42
RR043	Gors Rd (RoadID: 30) (Maintenance)	2,150.38
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	2,526.22
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,421.88
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	1,925.28
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	4,977.36
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	762.55
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	3,884.80
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	294.83
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,005.45
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	6,693.56
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	1,775.56
RR060	Lennard Rd (RoadID: 58) (Maintenance)	982.67
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	614.09
RR062	Luptons Rd (RoadID: 22) (Maintenance)	6,935.88
RR063	Maitland Rd (RoadID: 39) (Maintenance)	3,142.79
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	137.97
RR065	Manns Rd (RoadID: 59) (Maintenance)	0.00
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	10,910.41
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	173.81
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	1,177.46
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	1,651.52
RR073	Mills Rd (RoadID: 80) (Maintenance)	1,406.67
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	23,515.54
RR075	Murrays Rd (RoadID: 71) (Maintenance)	1,137.58
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,073.40
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	3,288.18
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	3,738.20
RR079	Patten Rd (RoadID: 53) (Maintenance)	1,593.96

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 October 2016**

Job #	Job Description	YTD Actual 2016/17
RR080	Petchells Rd (RoadID: 38) (Maintenance)	3,647.47
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	430.99
RR082	Pike Rd (RoadID: 45) (Maintenance)	0.00
RR083	Potts Rd (RoadID: 14) (Maintenance)	4,857.35
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	3,502.29
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	2,424.78
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	2,655.86
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	1,353.97
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	0.00
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	0.00
RR092	Schillings Rd (RoadID: 65) (Maintenance)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	0.00
RR095	Simmons Rd (RoadID: 101) (Maintenance)	775.85
RR096	Sims Rd (RoadID: 155) (Maintenance)	499.43
RR097	Ski Rd (RoadID: 83) (Maintenance)	0.00
RR098	Smith Rd (RoadID: 72) (Maintenance)	1,138.69
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	2,659.64
RR100	Spavens Rd (RoadID: 44) (Maintenance)	59.68
RR101	Springhill Rd (RoadID: 23) (Maintenance)	3,134.56
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	1,053.34
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	1,136.57
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	0.00
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	122.19
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	376.00
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	2,238.31
RR109	Walgy Rd (RoadID: 42) (Maintenance)	591.53
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	947.58
RR112	Warradale Rd (RoadID: 67) (Maintenance)	0.00
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	6,046.29
RR114	Westdale Rd (RoadID: 166) (Maintenance)	7,463.33
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	135.09
RR116	Woods Rd (RoadID: 68) (Maintenance)	1,007.24
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	11,607.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 October 2016		
Job #	Job Description	YTD Actual 2016/17
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	10,519.08
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	20,000.00
RR888	Tree Lopping - Rural Roads (Maintenance)	22,537.68
RR999	Rural Roads Various (Maintenance)	17,935.79
Sub Total	Rural Road Maintenance	337,308.58
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	43.86
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	809.90
TS009	Courtney St (RoadID: 153) (Maintenance)	524.92
TS010	Dawson St (RoadID: 106) (Maintenance)	471.85
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	208.50
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	3,264.56
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	0.00
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	178.48
TS023	Hope St (RoadID: 115) (Maintenance)	3,869.58
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	2,475.01
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	181.94
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	342.68

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 October 2016		
Job #	Job Description	YTD Actual 2016/17
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,053.42
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	2,051.15
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	1,492.73
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	1,905.20
TS042	Richardson St (RoadID: 124) (Maintenance)	65.79
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	69.08
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	1,761.53
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	445.80
TS999	Town Streets Various (Maintenance)	2,089.99
Sub Total	Town Streets Maintenance	23,305.97
Total	Road Maintenance	360,614.55

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 October 2016						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
9701-42341	Reserve Funds ANZ					
	Long Service Leave	97,271.10				
	Office Equipment	20,439.55				
	Airfield Emergency	36,544.04				
	Plant	108,371.85				
	Bush Fire Fighters	117,887.87				
	Building	362,139.14				
	Recreation Ground	377,246.62				
	Cropping Committee	340,409.40				
	Avon River Development	23,694.75				
	Annual Leave	151,867.82				
	Community Bus	38,614.41				
	Road Construction	358,801.39				
	Senior Housing	34,931.28	2,068,219.22	3 mths	2.70%	27/03/2017
2902-40204	Online Saver ANZ	361,611.52	361,611.52	Ongoing	0.95%	Ongoing
1957240	Term Deposit Bendigo	306,456.82	306,456.82	3 mths	2.35%	8/12/2016
9754-35231	Term Deposit ANZ	606,709.17	606,709.17	3 mths	2.45%	9/11/2016
9762-17623	Term Deposit ANZ	500,000.00	500,000.00	4 mths	2.66%	23/12/2016
9762-87111	Term Deposit ANZ	400,000.00	400,000.00	124 days	2.62%	9/01/2017
9763-47647	Term Deposit ANZ	450,000.00	450,000.00	4 mths	2.69%	20/01/2017
9763-47671	Term Deposit ANZ	450,000.00	450,000.00	4 mths	2.70%	20/02/2017
	Total		5,142,996.73			

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 16 November 2016
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: October 2016 – List of Accounts

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

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

COMMENT

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

STATUTORY ENVIRONMENT

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

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

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

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

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

October 2016:

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

Cheque vouchers

12 October 16	1492-1492	(1)	\$	110.54	(authorised by CEO S Gollan and DCEO S Marshall)	
13 October 16	1493-1493	(1)	\$	255.00	(authorised by CEO S Gollan and DCEO S Marshall)	
18 October 16	1494-1497	(4)	\$	17,022.63	(authorised by DCEO S Marshall and Cr T Buckland)	
24 October 16	1498-1498	(1)	\$	2,442.10	(authorised by DCEO S Marshall and Cr D White)	
31 October 16	1499-1499	(1)	\$	5,988.03	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of cheque vouchers for October 2016 incl				\$	25,818.30	previously paid

EFT vouchers

06 October 16	1-40	(40)	\$	49,474.89	(authorised by DCEO S Marshall and Cr K Murray)	
07 October 16	EFT 1566-1569	(4)	\$	6,828.55	(authorised by DCEO S Marshall and Cr K Murray)	
13 October 16	EFT 1571-1591	(21)	\$	40,982.45	(authorised by CEO S Gollan and DCEO S Marshall)	
20 October 16	1-41	(41)	\$	51,554.89	(authorised by DCEO S Marshall and Cr D White)	
25 October 16	EFT 1593-1597	(5)	\$	2,904.99	(authorised by DCEO S Marshall and Cr D White)	
28 October 16	EFT 1598-1599	(2)	\$	4,646.22	(authorised by DCEO S Marshall and Cr K Murray)	
Total of EFT vouchers for October 2016 incl				\$	156,391.99	previously paid.

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for October 2016 incl \$ 0.00 previously paid.

EFT vouchers

13 October 16	EFT 1570-1570	(1)	\$	200.00	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of EFT vouchers for October 2016 incl				\$	200.00	previously paid.

(3) **Direct Debit** Payments totalling \$ 74,015.22 previously paid.

(4) **Credit Card** Payments totalling \$ 316.95 previously paid.

COUNCIL RESOLUTION

M12/1116

Moved Cr Buckland

Seconded Cr Murray

That the List of Accounts as presented, be received:

October 2016:

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

Cheque vouchers

12 October 16	1492-1492	(1)	\$	110.54	(authorised by CEO S Gollan and DCEO S Marshall)
13 October 16	1493-1493	(1)	\$	255.00	(authorised by CEO S Gollan and DCEO S Marshall)
18 October 16	1494-1497	(4)	\$	17,022.63	(authorised by DCEO S Marshall and Cr T Buckland)
24 October 16	1498-1498	(1)	\$	2,442.10	(authorised by DCEO S Marshall and Cr D White)
31 October 16	1499-1499	(1)	\$	5,988.03	(authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for October 2016 incl \$ 25,818.30 previously paid

EFT vouchers

06 October 16	1-40	(40)	\$	49,474.89	(authorised by DCEO S Marshall and Cr K Murray)
07 October 16	EFT 1566-1569	(4)	\$	6,828.55	(authorised by DCEO S Marshall and Cr K Murray)
13 October 16	EFT 1571-1591	(21)	\$	40,982.45	(authorised by CEO S Gollan and DCEO S Marshall)
20 October 16	1-41	(41)	\$	51,554.89	(authorised by DCEO S Marshall and Cr D White)
25 October 16	EFT 1593-1597	(5)	\$	2,904.99	(authorised by DCEO S Marshall and Cr D White)
28 October 16	EFT 1598-1599	(2)	\$	4,646.22	(authorised by DCEO S Marshall and Cr K Murray)

Total of EFT vouchers for October 2016 incl \$ 156,391.99 previously paid.

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for October 2016 incl \$ 0.00 previously paid.

EFT vouchers

13 October 16	EFT 1570-1570	(1)	\$	200.00	(authorised by CEO S Gollan and DCEO S Marshall)
---------------	---------------	-----	----	--------	--

Total of EFT vouchers for October 2016 incl \$ 200.00 previously paid.

(3) Direct Debit Payments totalling \$ 74,015.22 previously paid.

(4) Credit Card Payments totalling \$ 316.95 previously paid.

CARRIED 9/0

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1566	07-Oct-2016	BDF - Beverley Dome Fuel & Hire	6,003 L Diesel @ \$1.0838/L inc	(6,506.05)	
EFT Pymt	EFT 1567	07-Oct-2016	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 1568	07-Oct-2016	Michael Wilson	2016-10 Oct: Photocopying & Delivery of the Blarney	(250.00)	
EFT Pymt	EFT 1569	07-Oct-2016	Simon Marshall	Reimbursement: 6 Barnsley St	(31.50)	(6,828.55)
EFT Pymt	EFT 1571	13-Oct-2016	Alec Geoffrey Ferguson	Reimbursement: MVL Rebate	(13.20)	
EFT Pymt	EFT 1572	13-Oct-2016	Avon Waste	1,942 Bin Collection FE 30 Sep 16 inc Recycling Bins & 1 x Recycling Collection	(4,543.72)	
EFT Pymt	EFT 1573	13-Oct-2016	BDF - Beverley Dome Fuel & Hire	4,000L Diesel @ \$1.1218/L inc	(4,487.20)	
EFT Pymt	EFT 1574	13-Oct-2016	BGC Cement	Various Roads: Materials	(1,402.90)	
EFT Pymt	EFT 1575	13-Oct-2016	BSL - Building Commission	Sep 16 Collections x 3	(447.49)	
EFT Pymt	EFT 1576	13-Oct-2016	Beverley CRC (Community Resource Centre)	2016-10 Oct: Blarney Compilation for Production	(1,079.00)	
EFT Pymt	EFT 1577	13-Oct-2016	Beverley Country Kitchen (BCK)	Council Meet - 27 Sep 2016: Lunch x 10	(250.00)	
EFT Pymt	EFT 1578	13-Oct-2016	Beverley Supermarket & Liquor (IGA)	Sep 2016 Supplies	(469.45)	
EFT Pymt	EFT 1579	13-Oct-2016	CTF - Construction Training Fund (BCTIF)	Sep 16 Collections x 1	(486.95)	
EFT Pymt	EFT 1580	13-Oct-2016	David Ross Johnson	Rates refund (overpayment) for Ass 1243 - L379 de Lisle Street, Beverley	(79.20)	
EFT Pymt	EFT 1581	13-Oct-2016	Dorman Nominees Pty Ltd	Rates refund (overpayment) for Ass 51145 - L500 Brookton Highway, Westdale	(1,405.59)	
EFT Pymt	EFT 1582	13-Oct-2016	Edwards Motors	Asset 28013 (PSDN09) - BE464: 2016 Holden Commodore Sedan	(14,500.00)	
EFT Pymt	EFT 1583	13-Oct-2016	Howard Doddrell	Rates refund (overpayment) for Ass 51345 - L101 York-Williams Road, Beverley	(152.18)	
EFT Pymt	EFT 1584	13-Oct-2016	John Hansen	Reimbursement: Leaf litter gauge	(30.00)	
EFT Pymt	EFT 1585	13-Oct-2016	Karl Cieslik	Rates refund (overpayment) for Ass 709 - 22 Duffield Street, Beverley	(79.20)	
EFT Pymt	EFT 1586	13-Oct-2016	PCS - Perfect Computer Solutions	Computer Support - Shire: 20-21 Sep 2016	(170.00)	
EFT Pymt	EFT 1587	13-Oct-2016	Quality Press	Fire Fighting: Vehicle identification stickers	(134.75)	
EFT Pymt	EFT 1588	13-Oct-2016	Shire of Brookton	2016-08 Aug Town Planning Scheme - Stefan de Beer	(8,161.92)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 1589	13-Oct-2016	Toll Ipec P/L (Courier Aust)	Freight Charges: 15 - 20 Sep 2016	(63.70)	
EFT Pymt	EFT 1590	13-Oct-2016	Toyota Finance	BRMP Vehicle Loan - 01 of 12 payments	(1,366.38)	
EFT Pymt	EFT 1591	13-Oct-2016	WA Contract Ranger Services	Ranger Services: 21 - 27 Sep 2016	(1,659.62)	(40,982.45)
EFT Pymt	EFT 1593	24-Oct-2016	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 1594	24-Oct-2016	Major Motors P/L	BE013 (PTRK04): Parts	(46.79)	
EFT Pymt	EFT 1595	24-Oct-2016	Matzin Pty Ltd	Rates refund (overpayment) for Ass 1382 - L11 Great Southern Hwy, Kokeby	(79.01)	
EFT Pymt	EFT 1596	24-Oct-2016	Red Fish Technologies	Memorial Park CCTV - 2016/17 Servicing	(2,640.00)	
EFT Pymt	EFT 1597	24-Oct-2016	Simon Marshall	Reimbursement: 6 Barnsley St (Letterbox)	(98.19)	(2,904.99)
EFT Pymt	EFT 1598	28-Oct-2016	Avon Express	Freight Charges: Sep 2016	(82.50)	
EFT Pymt	EFT 1599	28-Oct-2016	BDF - Beverley Dome Fuel & Hire	3,998L Diesel @ \$1.1415/L inc	(4,563.72)	(4,646.22)
Cheque #	1492	12-Oct-2016	Water Corporation	Water use - Balkuling Rd Standpipe: 15 Jul - 21 Sep 16	(110.54)	
Cheque #	1493	13-Oct-2016	T-Bone Beverley	Morbinning Bush Fire Brigade Training - 29 Sep 16	(255.00)	
Cheque #	1494	18-Oct-2016	ATO - Australian Tax Office	Sep 2016 BAS Obligation	(13,944.00)	
Cheque #	1495	18-Oct-2016	Australia Post	Sep 2016 Postage	(694.03)	
Cheque #	1496	18-Oct-2016	T-Bone Beverley	Westdale Bush Fire Brigade Training - 7 Oct 16	(255.00)	
Cheque #	1497	18-Oct-2016	Telstra	2016-10 Oct Telephone Accounts	(2,129.60)	
Cheque #	1498	24-Oct-2016	Synergy	Street Lights: 25 Aug - 25 Sep 16	(2,442.10)	
Cheque #	1499	31-Oct-2016	Water Corporation	2016-10 Oct Water Accounts	(5,988.03)	(25,818.30)
Direct Debit	DD 771.1	04-Oct-2016	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 771.2	04-Oct-2016	WA Super	Payroll deductions	(7,315.99)	
Direct Debit	DD 771.3	04-Oct-2016	Kinetic Super	Superannuation contributions	(144.85)	
Direct Debit	DD 771.4	04-Oct-2016	BT Super For Life	Superannuation contributions	(293.57)	
Direct Debit	DD 771.5	04-Oct-2016	Australian Super	Superannuation contributions	(171.89)	(8,700.09)

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 786.1	18-Oct-2016	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 786.2	18-Oct-2016	WA Super	Payroll deductions	(7,297.30)	
Direct Debit	DD 786.3	18-Oct-2016	Kinetic Super	Superannuation contributions	(144.85)	
Direct Debit	DD 786.4	18-Oct-2016	Colonial First State Super (Moulton Clare)	Superannuation contributions	(54.76)	
Direct Debit	DD 786.5	18-Oct-2016	BT Super For Life	Superannuation contributions	(293.57)	
Direct Debit	DD 786.6	18-Oct-2016	Australian Super	Superannuation contributions	(177.12)	(8,741.39)
Direct Debit	14	03-Oct-2016	3 - Payments for DOT	Payments for DOT	(1,699.25)	
Direct Debit	14	04-Oct-2016	3 - Payments for DOT	Payments for DOT	(6,549.75)	
Direct Debit	14	05-Oct-2016	3 - Payments for DOT	Payments for DOT	(4,817.55)	
Direct Debit	14	06-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,365.40)	
Direct Debit	14	10-Oct-2016	3 - Payments for DOT	Payments for DOT	(4,824.35)	
Direct Debit	14	11-Oct-2016	3 - Payments for DOT	Payments for DOT	(498.10)	
Direct Debit	14	12-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,701.95)	
Direct Debit	14	13-Oct-2016	3 - Payments for DOT	Payments for DOT	(1,511.10)	
Direct Debit	14	14-Oct-2016	3 - Payments for DOT	Payments for DOT	(3,556.70)	
Direct Debit	14	17-Oct-2016	3 - Payments for DOT	Payments for DOT	(1,876.45)	
Direct Debit	14	18-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,294.00)	
Direct Debit	14	19-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,699.35)	
Direct Debit	14	20-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,095.80)	
Direct Debit	14	21-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,841.40)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	14	24-Oct-2016	3 - Payments for DOT	Payments for DOT	(1,481.60)	
Direct Debit	14	25-Oct-2016	3 - Payments for DOT	Payments for DOT	(839.35)	
Direct Debit	14	26-Oct-2016	3 - Payments for DOT	Payments for DOT	(1,109.15)	
Direct Debit	14	27-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,918.35)	
Direct Debit	14	28-Oct-2016	3 - Payments for DOT	Payments for DOT	(1,990.30)	
Direct Debit	14	31-Oct-2016	3 - Payments for DOT	Payments for DOT	(3,601.45)	(52,271.35)
Direct Debit	14	03-Oct-2016	6 - Westnet Payments	Westnet Payments	(66.00)	(66.00)
Direct Debit	14	03-Oct-2016	7 - CBA Merchant Fee	CBA Merchant Fee - POS fee	(36.66)	(36.66)
Direct Debit	14	03-Oct-2016	7 - CBA Merchant Fee	CBA Merchant Fee	(1,700.72)	(1,700.72)
Direct Debit	14	06-Oct-2016	8 - ANZ Transactive Fee	ANZ Transactive Fee	(132.80)	(132.80)
Direct Debit	14	07-Oct-2016	3 - Payments for DOT	Payments for DOT	(2,112.55)	(2,112.55)
Direct Debit	14	31-Oct-2016	9 - Vodafone Messaging	Inv 11138500 - Oct 16 Services	(253.66)	(253.66)
Direct Debit	EFT 1592	13-Oct-2016	Credit Card - Shire of Beverley	September 2016 purchases	(316.95)	(316.95)
PAYMENTS RAISED IN CURRENT MONTH					(155,512.68)	(155,512.68)
WAGES & SALARIES						
EFT Pymt		06-Oct-2016	Wages & Salaries	FE - 04 Oct 2016	(49,474.89)	
EFT Pymt		20-Oct-2016	Wages & Salaries	FE - 18 Oct 2016	(51,554.89)	
WAGES & SALARIES					(101,029.78)	(101,029.78)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
Cheque #	1499	31-Oct-2016	Water Corporation	2016-10 Oct Water Accounts	5,988.03	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					5,988.03	5,988.03

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS							
Cheque #	1489	06-Oct-2016	Cr Donald William Davis	30 Sep 16 chq date: 15/16 Cr Year Remuneration: Apr - Sep 2016 (2 of 2 pymts)	(2,300.00)		
Cheque #	1490	07-Oct-2016	Cr Thomas Buckland	30 Sep 16 chq date: 15/16 Cr Year Remuneration: Apr - Sep 2016 (2 of 2 pymts)	(2,300.00)		
Cheque #	1454	27-Oct-2016	Neville James Mclean	09 Jun 16 chq date: Rates refund for A51642 Lot 25868 McLean Rd Bally Bally	(245.93)		
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(4,845.93)	(4,845.93)	
TRANSFERS to TRUST							
					TRANSFERS to TRUST	0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS							
					OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
INVESTMENTS							
Transfer		24-Oct-2016	Shire of Beverley Online Saver Account	Funds Tfr for Investment	(360,434.91)		
					INVESTMENTS	(360,434.91)	(360,434.91)
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT						(615,835.27)	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT							
Credit Card	517393	02-Sep-2016	Duxton Hotel Perth	2016 IT Vision Conference, 1-2 Sep 2016 - DCEO S Marshall: Accommodation, valet parking & credit card handling fee	266.95		
Credit Card	RRG1701-SEP16	02-Sep-2016	Dept Environ Reg	Clearing Permit - Westdale Rd, 5 ha / 13 trees (Slk 22.90)	50.00		
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					316.95		

TRUST ACCOUNT DETAILS

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
PAYMENTS RAISED IN CURRENT MONTH							
EFT Pymt	EFT 1570	13-Oct-2016	Beverley Soaring Society	Refund of cleaning bond - Rec Centre Hire, Booking 08 Oct 2016 (Rec 5118)	(200.00)		
					PAYMENTS RAISED IN CURRENT MONTH	(200.00)	(200.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #							
					PAYMENTS UNPRESENTED IN CURRENT BANK #	0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS							
					PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS							
					OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
					TOTAL EXPENDITURE for TRUST ACCOUNT		(200.00)
TOTAL EXPENDITURE as reconciled to the OCTOBER 2016 BANK STATEMENTS							
					Municipal Account Expenditure		(615,835.27)
					Trust Account Expenditure		(200.00)
					TOTAL EXPENDITURE for OCTOBER 2016		(616,035.27)

11.4 Cornerstone RFQ 03/17 Design, Documentation and Project Management

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 10 November 2016
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0464
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider appointing a company to complete the Design, Documentation and Project Management of the Cornerstone Community Centre.

BACKGROUND

Council included an allocation of \$4,000,000.00 in the 2016/17 Budget for the Cornerstone Community Centre project.

Following the unsuccessful National Stronger Region Funding grant application, Council is required to progress the project expediently to ensure the funding of \$250,000.00 received from the Department of Regional Development is not expired, and to take advantage of other committed external funding, as per below:

Beverley Community Resource Centre	\$25,000
Department of Regional Development CRC Network Building and Infrastructure Fund	\$250,000
Lotterywest Application Number: 421007450	\$745,000
Wheatbelt Regional Grants Scheme	\$195,000

Due to the estimated cost of the design, documentation and project management phase (\$105,000) and Council's purchasing policy which stipulates the requirement to source three written quotes for purchases between \$50,000 and \$149,999, a Request for Quotation (RFQ) was sent out to companies who had worked on similar projects and previously tendered for other Beverley projects.

COMMENT

The RFQ was sent to the following companies on Thursday 20 October 2016 with submission due by 4pm, 4 November 2016.

- MCG Architects (design for Wongan Hills)
- Franco Carozzi Architects (design for Quairading)
- ADC Projects (design for Beverley Function & Recreation Centre)

Further it was requested that quoting companies complete a supplied cost and work schedule and also supply copies of public liability and workers compensation insurance certificates of currency and to supply their Occupational Health and Safety policies.

One quote from ADC Projects was received by the closing deadline, for \$105,875.00 (excluding site visits and external consultants).

The lump sum component is broken down:

(a) Lump Sum Activity Pricing	(\$)
Staged Development Planning	\$4,760 Incl GST
Design Development	\$18,670 Incl GST
Documentation	\$43,120 Incl GST
Tendering	\$2,200 Incl GST
Contract Administration Management	\$33,000 Incl GST
Post Construction	\$4,125 Incl GST
Total	\$105,875 Incl GST

ADC Projects were the architects and project manager for the Beverley Function and Recreation Centre which was completed on time and within budget.

Although under the purchasing policy a resolution of Council is not required, it will be recommended that the ADC Projects quote be formally accepted.

The continued time line to progress the project will be (note – subject to change following further consultation with the project manager):

DATE	DESCRIPTION
16 th December 2016	Complete design development
20 th December 2016	Council Meeting
10 th January 2017	Review of tender documents
10 th – 14 th January 2017	Advertise Tender
19 th January – 16 th February 2017	Tender Period (4 weeks)
21 st February 2017	Award tender (Council Meeting)
28 th February 2017	CLAIM – Dept Regional Develop \$250,000 (last date to claim)

STATUTORY ENVIRONMENT

Local Government Act 1996

Local Government (Functions and General) Regulations 1996

FINANCIAL IMPLICATIONS

2016/17 Budget allocation

STRATEGIC IMPLICATIONS

Built Environment – Maintain and upgrade our assets and infrastructure.

POLICY IMPLICATIONS

Policy AF007 – Purchasing and Procurement.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the quote from ADC Projects for \$105,875.00 ex GST excluding site visits and consultants, for the Design, Documentation and Project Management for the Cornerstone Community Centre, be accepted.

COUNCIL RESOLUTION

M13/1116

Moved Cr Davis

Seconded Cr Shaw

That the quote from ADC Projects for \$105,875.00 ex GST excluding site visits and consultants, for the Design, Documentation and Project Management for the Cornerstone Community Centre, be accepted.

CARRIED 9/0

11.5 Niche Wall – Anglican Cemetery

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 15 November 2016
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0065
AUTHOR: S.P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider the extension of the Niche Wall at the Anglican Cemetery, outside of budget allocation.

BACKGROUND

Council during the 2016/2017 budget deliberation agreed to an allocation of \$3,000.00 to extend the side wings of the Niche Wall at the Anglican Cemetery.

COMMENT

During discussions with the contractor on site a comment was made to also extend the height of the current wall. By extending the height and side wings, this would add an approximate additional 90 plots, thus completing the need for any further extension to this Niche Wall.

Management believe while work is being carried out on the Niche Wall, it would be an opportune time to make these further extensions utilising the same materials.

To undertake the additional brick works will see the total job exceed the budget allocation by \$1,120.00.

STATUTORY ENVIRONMENT

Local Government Act 1995
Part 6 Financial management
Division 4 General financial provisions

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

FINANCIAL IMPLICATIONS

\$1,120.00 unallocated budget funds.

STRATEGIC IMPLICATIONS

3.1 Sustainable Infrastructure – Maintain and upgrade our assets and infrastructure.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council approve \$1,120.00 to be expended outside of budget for the purpose of further Niche Wall extensions at the Anglican Cemetery.

COUNCIL RESOLUTION

M14/1116

Moved Cr Davis

Seconded Cr Brown

That Council approve \$1,120.00 to be expended outside of budget for the purpose of further Niche Wall extensions at the Anglican Cemetery.

CARRIED BY ABSOLUTE MAJORITY 8/1

Cr White voted against the motion.

11.6 Transfer of Land

SUBMISSION TO: Ordinary Council Meeting 22 November 2016
REPORT DATE: 16 November 2016
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0439
AUTHOR: N.J. Ashworth, Finance Officer
ATTACHMENTS: Lot Maps

SUMMARY

Council to consider Writing Off and Refunding of Rates within the Anglo Estate area, Kokeby as per the Anglo Estate (Mount Kokeby) Town Planning Policy.

BACKGROUND

As per the Anglo Estate (Mount Kokeby) Town Planning Policy Council consider the offer to refund the 2015-16 rates and write off the 2016/17 rates on Lot 8, 9, 2 & 15 (Table 1) Great Southern Highway on the understanding that these properties be transferred to the Shire of Beverley and all settlement costs be covered by the Shire of Beverley.

The following Lots 14, 45 & 46 (Table 2) have several years rates owing, but would like to surrender these to council.

COMMENT

The ratepayers listed below have all come to Council of their own accord – some after receiving an overdue notice. This would leave a total of 7 Lots that wouldn't be owned by the Shire.

All of the ratepayers in Table 1 have been paying their rates but are now finding the yearly payment of rates to be onerous when they are unable to use this land. The Anglo Estate's (Mount Kokeby) policy allows for the previous year's rates to be refunded and any current years rates to be expunged.

Table 1

Assess #	Address	Description	Owner	Current Yrs. Rates to be Written off	Previous Yrs. Rates to be refunded
1379	L 8 Gt Southern Hwy	Vacant Land	Teresa SQUEO	861.88	769.00
1380	L 9 Gt Southern Hwy	Vacant Land	Teresa SQUEO	861.88	769.00
1373	L 2 Gt Southern Hwy	Vacant Land	Antonius BOSCHMAN	866.90	769.00
1386	L15 Gt Southern Hwy	Vacant Land	Carmel JARDIM	678.00	769.00
			Total	\$3,268.66	\$3,076.00

The ratepayers in Table 2 have had rates outstanding since 2012, due to hardship. The Anglo Estate's Policy does not cover this situation, but staff would like to be able to offer the ratepayers in Table 2 the opportunity to surrender these lots back to Council and Council to Write-off the Outstanding rates as detailed in Table 2.

Table 2

Assess #	Address	Description	Owner	Rates Outstanding to be Written Off
1385	L 14 Gt Southern Hwy	Vacant Land	Dean LETIZIA	4934.36
1416	L 45 Gt Southern Hwy	Vacant Land	Lena & Leah LETIZIA	4878.68
1417	L 46 Gt Southern Hwy	Vacant Land	Guiseppe LETIZIA	4883.42
			Total	\$14,696.46

STATUTORY ENVIRONMENT

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

6.64. Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
 - (a) from time to time lease the land; or
 - (b) sell the land; or
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

6.68. Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the *power of sale*) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —
 - (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so.

(3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.

(3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

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

(1) Up to 7 days prior to the time of the actual sale of any land for non-payment of rates or service charges a person having an estate or interest in the land may pay the rates or service charges and the costs and expenses incurred to that time in proceedings relating to the proposed sale.

(2) At any time after the 7 days referred to in subsection (1) but prior to the time of the actual sale of any land the local government may, upon such terms and conditions as are agreed between the parties, accept payment of the outstanding rates or service charges.

(3) On payment being made under subsection (1) or (2) the proceedings relating to the proposed sale are stayed and the local government is required to make such notifications and take such measures as are prescribed in relation to the payment and the cancellation of the proposed sale.

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

(1) If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the *Transfer of Land Act 1893*, and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —

- (a) the Crown in right of the State; or
- (b) the local government.

(2) When a local government exercises the power referred to in subsection (1)(a) in relation to any land all encumbrances affecting the land are, by virtue of this section of no further force or effect against that land and the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, is to give effect to this section.

(3) When exercising the power referred to in subsection (1)(b) the local government is required to pay the sum secured by, or payable under, a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State.

FINANCIAL IMPLICATIONS

\$17,965.12 to be Written Off

\$3,076.00 to be Refunded plus settlement costs.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy Manual – AF006 Rates Recovery

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. Approve the offer to Mrs Squeo, Mr Boschman & M/s Jardim that we refund the 2015-16 rates totalling \$3076.00 and write-off the 2016-17 rates totalling \$3268.66 with regard to Lots 2, 8, 9 & 15 Great Southern Highway, Kokeby and cover all settlement costs associated with the transfer of these lots into the Shire of Beverley name, in accordance with the Anglo Estate (Mount Kokeby) Town Planning Policy.
2. That Council approve an offer to Mr D Letizia, M/s L & L Letizia & Mr G Letizia to expunge all outstanding rates totalling \$14,696.46 with regard to Lots 14, 45 & 46 Gt Southern Highway, Kokeby in return for the said landowners surrendering the land to the Shire of Beverley and Council paying all settlement costs.

COUNCIL RESOLUTION

M15/1116

Moved Cr Buckland

Seconded Cr Gogol

That Council:

1. Approve the offer to Mrs Squeo, Mr Boschman & M/s Jardim that we refund the 2015-16 rates totalling \$3076.00 and write-off the 2016-17 rates totalling \$3268.66 with regard to Lots 2, 8, 9 & 15 Great Southern Highway, Kokeby and cover all settlement costs associated with the transfer of these lots into the Shire of Beverley name, in accordance with the Anglo Estate (Mount Kokeby) Town Planning Policy.
2. That Council approve an offer to Mr D Letizia, M/s L & L Letizia & Mr G Letizia to expunge all outstanding rates totalling \$14,696.46 with regard to Lots 14, 45 & 46 Gt Southern Highway, Kokeby in return for the said landowners surrendering the land to the Shire of Beverley and Council paying all settlement costs.

CARRIED BY ABSOLUTE MAJORITY 9/0

Attachment 11.6



12. ADMINISTRATION

12.1 Late Item – Beverley Cornerstone Project Committee

SUBMISSION TO: Ordinary Council Meeting 20 December 2016
REPORT DATE: 18 November 2016
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0464
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to endorse constituting a Management Committee to oversee the Beverley Cornerstone Project.

BACKGROUND

The Beverley Cornerstone project will see the construction of a community centre incorporating the following functions:

- Beverley Community Resource Centre
- Public Library
- Tourist Information Centre
- Commercial office space
- Crèche
- Community meeting rooms
- Amenities
- Car parking

Consultation around this project began in 2013 and to date has continued in a consultative manner. The role of the management committee will be to provide project oversight. The committee will generally approve project deliverables, help resolve issues, approve scope changes (subject to budget restraints identified following the tender process) and provide direction and guidance to the project.

COMMENT

Due consideration of the background knowledge and capital budget of this new centre suggest it would be pertinent to constitute a committee of stakeholders to provide suitable governance to the project. Thought is that the Shire President and Chair of the Audit and Risk Committee be appointed as Council's representatives on this committee.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

1.1 Sustainable Community: Support sporting and community needs

1.2 Community Needs for Services and Facilities are met: Ensure Access to services and facilities as needs change within the community.

3.1 Sustainable Infrastructure: Maintain and upgrade our assets and infrastructure.

5.1 Sustainable Governance

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the formation of a Management Committee to oversee the Beverley Cornerstone Project. The committee will include the following representatives:

- Shire of Beverley CEO
- Shire of Beverley CDO
- Shire of Beverley Council x 2

COUNCIL RESOLUTION

M16/1116

Moved Cr Buckland

Seconded Cr Brown

That Council endorse the formation of a Management Committee to oversee the Beverley Cornerstone Project. The committee will include the following representatives:

Shire of Beverley CEO

Shire of Beverley CDO

Shire of Beverley Council x 3 (Cr Ridgway, Cr White, Cr Davis)

CARRIED 9/0

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

13.1 Staff Use of Shire Equipment – Policy S019

Council discussed Shire of Beverley Policy S019 – Staff Use of Shire Equipment.

COUNCIL RESOLUTION

M17/1116

Moved Cr White

Seconded Cr Buckland

That the Shire Policy S019 Staff Use of Shire Equipment, allowing staff the free and reasonable use of Shire plant and equipment for personal purposes, be suspended immediately until Council re-examines the policy at a future meeting.

CARRIED 9/0

14. CLOSURE

The Chairman declared the meeting closed at 3:15pm

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

PRESIDING MEMBER:

DATE: