



**27 February 2018**

**ORDINARY MEETING**

**MINUTES**

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## **1. OPENING**

The Chairperson declared the meeting open at 3:14pm

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

### **2.1 Members Present**

Cr DJ Ridgway            Shire President  
Cr CJ Pepper            Deputy President  
Cr DW Davis  
Cr P Gogol  
Cr SW Martin  
Cr TWT Seed  
Cr LC Shaw  
Cr DC White            (from 3:15pm)

### **2.2 Staff In Attendance**

Mr SP Gollan            Chief Executive Officer  
Mr SK Marshall        Deputy Chief Executive Officer  
Mrs A Lewis            Executive Assistant

### **2.3 Observers And Visitors**

Kyra Lomas – Observe Item 9.1 (3:14pm to 3:23pm)  
Kelly Mann – Observe Item 9.1 (3:14pm to 3:23pm)

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

Cr DL Brown

### **2.5 Condolences**

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

GROVER	Marie	23 December 2017
ROBINSON	Terence Raymond	14 February 2018

## **3. DECLARATIONS OF INTEREST**

**3.1 Cr Ridgway – Item 11.4 – Interest of Impartiality**

**3.2 Cr Martin – Item 11.4 – Interest of Impartiality**

**3.3 Cr Seed – Item 11.4 – Interest of Impartiality**

**3.4 Cr Shaw – Item 11.4 – Interest of Impartiality**

**3.5 Cr White – Item 11.4 and 9.2 – Interest of Impartiality**

**3.6 SP Gollan – Item 11.4 – Interest of Impartiality**

**3.7 A Lewis – Item 11.4 – Interest of Impartiality**

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

Nil

## **5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

3:15pm – Cr White joined the meeting.

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes Of The Ordinary Council Meeting Held 19 December 2017**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 19 December 2017 be confirmed.

**COUNCIL RESOLUTION**

**M1/0218**

**Moved Cr Gogol**

**Seconded Cr Martin**

**That the Minutes of the Ordinary Council Meeting held Tuesday 19 December 2017 be confirmed.**

**CARRIED 8/0**

## **7.2 Minutes Of The Audit & Risk Committee Meeting Held 13 February 2018**

### **OFFICER'S RECOMMENDATION**

That the Minutes of the Audit and Risk Committee Meeting held Tuesday 13 February 2018 be received.

(Under separate cover)

Please refer to Agenda Items: 11.3, 12.1 and 12.2

### **COUNCIL RESOLUTION**

**M2/0218**

**Moved Cr Shaw**

**Seconded Cr White**

**That the Minutes of the Audit and Risk Committee Meeting held Tuesday 13 February 2018 be received.**

**CARRIED 8/0**

**7.3 Minutes Of The Economic & Community Strategy Committee Meeting  
Held 13 February 2018**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Economic and Community Strategy Committee Meeting held Tuesday 13 February 2018 be received.

(Under separate cover)

Please refer to Agenda Items: 11.4, 11.5 and 11.6

**COUNCIL RESOLUTION**

**M3/0218**

**Moved Cr Martin**

**Seconded Cr Gogol**

**That the Minutes of the Economic and Community Strategy Committee Meeting held Tuesday 13 February 2018 be received.**

**CARRIED 8/0**



**7.4 Minutes Of The Local Emergency Management Committee Meeting Held  
20 February 2018**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 20 February 2018 be received.

(Under separate cover)

**COUNCIL RESOLUTION**

**M4/0218**

**Moved Cr Gogol**

**Seconded Cr Shaw**

**That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 20 February 2018 be received.**

**CARRIED 8/0**

## **8. TECHNICAL SERVICES**

### **8.1 Tender – Waterhatch Road Reconstruction (section of)**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 22 February 2018  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** Waterhatch Road  
**AUTHOR:** S.P. VINCENT, Manager of Works  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to consider awarding a tender to reconstruct and widen Waterhatch Road from SLK 0.28 to 2.28.

#### **BACKGROUND**

Using the WALGA E-Quote Preferred Supplier Program, tenders opened on 2018 and closed 4pm, Monday 12<sup>th</sup> February 2018 for the reconstruction and widening of 2 kilometres of Waterhatch Road from SLK 0.28 to SLK 2.28.

This works is to include upgrading Waterhatch Road from a 5.8metre seal to a 7 metre seal. The first stage will be a 2km section starting at the town boundary and headlining west from SLK 0.28 to SLK 2.28.

This will involve widening culverts where required, importing approximately 2500m<sup>3</sup> of gravel to the existing road, reconstructing and cement stabilise full width, and seal to 7metres.

#### **COMMENT**

Fifteen invitations to tender were sent out. The following three responses have been received. All prices ex GST:

CERTA CIVIL WORKS Wangara  
\$1,203,043.00

GDR CIVIL Northam  
\$427,220.00

DENSFORD CIVIL Perth  
\$398,070.00

The tenders were reviewed and assessed by CEO Stephen Gollan, Deputy CEO Simon Marshall and myself. The Densford Civil Perth tender was deemed best value for money.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply

- goods or services.  
(2) Regulations may make provision about tenders.

*Local Government (Functions and General) Regulations 1996*

11. Tenders to be invited for certain contracts

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
- (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act;
  - (b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;
  - (ba) the local government intends to enter into a contract arrangement for the supply of goods or services where —
    - (i) the supplier is either —
      - (I) an individual whose last employer was the local government; or
      - (II) a group, partnership or company comprising at least 75% of persons whose last employer was that local government;
    - (ii) the contract —
      - (I) is the first contract of that nature with that individual or group; and
      - (II) is not to operate for more than 3 years; and
    - (iii) the goods or services are —
      - (I) goods or services of a type; or
      - (II) (in the opinion of the local government) substantially similar to, or closely related to, goods or services of a type,  
that were provided by the individual (or persons) whilst employed by the local government;
  - (c) within the last 6 months —
    - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications; or
    - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;
  - (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government;
  - (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government;

- (ea) the goods or services are to be supplied —
  - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and
  - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;
- (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier;  
or
- (g) the goods to be supplied under the contract are —
  - (i) petrol or oil; or
  - (ii) any other liquid, or any gas, used for internal combustion engines.

#### 14. Requirements for publicly inviting tenders

- (1) When regulation 11(1), 12 or 13 requires tenders to be publicly invited, State-wide public notice of the invitation is to be given.
- (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving State-wide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
- (2a) If a local government —
  - (a) is required to invite a tender; or
  - (b) not being required to invite a tender, decides to invite a tender, the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.
- (3) The notice, whether under subregulation (1) or (2), is required to include —
  - (a) a brief description of the goods or services required;
  - (b) particulars identifying a person from whom more detailed information as to tendering may be obtained;
  - (c) information as to where and how tenders may be submitted; and
  - (d) the date and time after which tenders cannot be submitted.
- (4) In subregulation (3)(b) a reference to detailed information includes a reference to —
  - (a) such information as the local government decides should be disclosed to those interested in submitting a tender;
  - (b) detailed specifications of the goods or services required;
  - (c) the criteria for deciding which tender should be accepted;
  - (d) whether or not the local government has decided to submit a tender; and
  - (e) whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.
- (5) After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of

the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

15. Minimum time to be allowed for submitting tenders

- (1) If the notice is published in the newspaper as part of giving State-wide public notice, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is first published in the newspaper as part of giving State-wide public notice.
- (2) If the notice is given to a person listed as an acceptable tenderer, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is given.

16. Receiving and opening tenders

- (1) The CEO is responsible for keeping any tender submitted including a tender submitted by facsimile or other electronic means in safe custody, and for ensuring that it remains confidential.
- (2) Tenders are not to be opened, examined, or assessed until the time after which further tenders cannot be submitted.
- (3) When tenders are opened —
  - (a) at least one and, if practicable, more than one employee of the local government or one person authorised by the CEO to open tenders and, if practicable, one or more other persons, is required to be present;
  - (b) members of the public are entitled to be present; and
  - (c) details of the tenders (other than the consideration sought in the tender) are to be immediately recorded in a register to be known as the tenders register.

18. Choice of tender

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender.
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer

agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

### **FINANCIAL IMPLICATIONS**

There is an allocation in the 2017/18 budget of \$244,137.00 to complete these works. The balance to fund this project could be sourced from the cash component of the municipal jobs that will not be completed in this financial year.

The over expenditure may also be able to be claimed from Roads to Recovery, reducing our allocation for 2018/19.

### **STRATEGIC IMPLICATIONS**

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

### **POLICY IMPLICATIONS**

Policy No AF007: Purchasing and Procurement

### **VOTING REQUIREMENTS**

Absolute Majority

### **OFFICER'S RECOMMENDATION**

That;

1. the tender from Densford Civil to reconstruct and widen Waterhatch Road from SLK 0.28 to 2.28 as tendered for \$398,070.00 ex GST be accepted;
2. the remaining balance of \$153,933.00 be redirected from delayed Municipal funded road projects.

### **COUNCIL RESOLUTION**

**M5/0218**

**Moved Cr Gogol**

**Seconded Cr Shaw**

**That;**

1. the tender from Densford Civil to reconstruct and widen Waterhatch Road from SLK 0.28 to 2.28 as tendered for \$398,070.00 ex GST be accepted;
2. the remaining balance of \$153,933.00 be redirected from delayed Municipal funded road projects.

**CARRIED BY ABSOLUTE MAJORITY 8/0**

## **9. PLANNING SERVICES**

### **9.1 Development Application: Housing Works & Short Stay Accommodation – 550 Waterhatch Road – Avondale Farm**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 19 February 2017  
**APPLICANT:** National Trust of Australia (WA)  
**FILE REFERENCE:** ADM 0156  
**AUTHOR:** B.S. de Beer, Manager: Planning & Development Services  
**ATTACHMENTS:** Application Documentation from National Trust;  
Avondale Site Risk Review;  
Objection from B Mann, *et al*;  
Retraction of Objection; (All under separate cover)

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#### **SUMMARY**

An application has been submitted by the National Trust of Australia (WA) for the alteration and use of existing houses on the Avondale Farm as Short Stay Accommodation Units. The application will be recommended for approval.

#### **BACKGROUND**

The applicant proposes to do alteration works on 5 existing houses at the Avondale Farm located at 550 (Lot 3 on Plan 225596) Waterhatch Road, Beverley and to use the houses as Short Stay Accommodation.

The subject site is 556.98 Ha in extent, zoned *Farming* in terms of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2) and contains the Heritage Listed Avondale Farm and associated buildings. Approval from the Heritage Council of Western Australia is not required as the National Trust has delegated authority for Conservation and Heritage matters for the Trust's own properties. The Title of the property (enclosed in the submitted application documentation), confirms the National Trust as the Primary Interest Holder of the subject land. In this regard a *Heritage Impact Statement* of the proposed works accompanied the application.

The applicant mentions in the submission that the work on the houses is part of a successful *Royalties for Regions* grant to upgrade services and fit out the residences to a standard that will allow short stay accommodation for visitors.

Please refer to the submitted application documentation for details.

#### **COMMENT**

Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* list a number of matters which the local government must have due regard to when determining an application for development approval. Below is a synopsis of the relevant considerations:

##### 1. Statutory Context

Shire of Beverley Town Planning Scheme No. 2 (TPS 2)

Under TPS 2 the proposed use (Short Stay Accommodation) is a ***use not listed***. Clause 3.2.5 of TPS 2 states that where a land use is not listed Council may:

- a) *Determine that the use is not consistent with the objectives and purposes of the particular zone and is therefore not permitted; or*
- b) *Determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the advertising procedures of Clause 6.2 in considering an application for planning consent, following which Council may, at its discretion, permit the use.*

The application is herewith put to Council Vote regarding the compatibility of the proposal in this Zone, as per the above. It is not anticipated that the proposal will have a detrimental effect on the continued broad acre farming operations on the lot (given compliance with certain conditions, to be imposed), which is a primary objective of the *Farming* zone, notwithstanding the heritage status of the subject land. For this reason it will be recommended Council determine that the proposed use is consistent with the objectives and purpose of the *Farming* zone, and be approved.

### Draft Shire of Beverley Local Planning Scheme No 3

It is the intention to have '*Holiday Accommodation*' as a discretionary land use in the *Rural* zone in the *Draft Shire of Beverley Local Planning Scheme No 3*, currently under consideration with the *Department of Planning, Lands and Heritage*.

'*Holiday Accommodation*' is defined as follows in the *Draft Shire of Beverley Local Planning Scheme No. 3*:

*'Holiday Accommodation means 2 or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot'.*

As per the argument above it will be recommended Council determine that the proposed use is consistent with the objectives and purpose of the new draft *Rural* zone, and be approved.

## 2. Shire of Beverley Local Planning Strategy, March 2014

The Shire of Beverley Local Planning Strategy earmarks the subject land as '*General Agriculture*'.

Relevant to the development proposal at hand applicable sections of the above Strategy are quoted below:

*'The broader objectives of the Local Planning Strategy based on Council's vision are to assist to broaden the long term economic and employment base of the district through greater diversification and promoting a resilient and increasingly robust district economy (Sec 2.1)';*

*'The aims in terms of tourism are to provide for and encourage a range of tourism facilities and development within the district in appropriate locations that respects adjoining land uses and environmental assets and which promotes the district's character and attractiveness (Sec 7.4)';*



*'Promote tourism as an increasingly important contributor to the district economy (Sec 7.4)';*  
*'Support tourism to provide experiences derived from the area's natural, cultural and economic resources and attractions (Sec 7.4).'*

The development proposal is deemed to be aligned with the general applicable aims and objectives of the Local Planning Strategy as presented above.

### 3. Heritage impact

A comprehensive Heritage Impact Statement was submitted as part of the development application. The impact statement provides an analysis of the potential impacts of the proposed works on the heritage values of the place.

Although the Shire did not Peer Review the Heritage Impact Statement, the approach is supported by Shire Planner seeing that Adaptive Reuse of heritage places is an established principle in heritage conservation and should be encouraged as it is beneficial to the further conservation and continued practical use of the resource.

### 4. Beverley Tourism Plan, 2016

The Beverley Tourism Plan outlines a shared community vision to pursue tourism planning as a means of economic development and social benefit as referenced in the Shire of Beverley Strategic Community Plan 2013 – 2017 (and its successors in title).

The Tourism Plan provides a framework which aims to, amongst others, *'encourage planning for assets and initiatives that are sustainable and enhance what we already have'*.

The development proposal is deemed to be aligned with the above.

### 5. Potable Water Provision

To ensure a continued sufficient supply of potable water is available to guests, should Council consider to approve this application, a condition of planning approval will be recommended be imposed to address this aspect.

### 6. Avondale Site Risk Review

On request from Shire Planner, a comprehensive Site Risk Review was submitted, subsequent to the initial application submission, and compiled as a means to address an objection received during the public notification period.

Shire Planner is of the opinion that the Site Risk Review addresses all identified risks reasonably associated with the proposal. It is accompanied by proposed remedial actions required to satisfactorily minimise/remove those identified risks from the operational viability of the short stay accommodation proposal, and specifically in relation to the interrelated existing working farm activities.

Should Council consider to approve this application, a condition of planning approval will be recommended be imposed that will require immediate and ongoing compliance with certain components of the Avondale Site Risk Review.

#### 7. Fire Management Plan & Emergency Evacuation Plan

The subject land is located in a Bush Fire Prone Area as per the applicable statutory mapping, and even though the renovations to the proposed short stay accommodation units do not legally require a Bush Fire Attack Level Assessment (BAL Assessment), Council would be well advised, in the interest of public safety, to follow a proactive and precautionary approach in this regard.

For this reason, should Council consider approving this application, a condition of planning approval will be recommended be imposed that will require a whole-of-site Fire Management Plan and an Emergency Evacuation Plan be submitted for approval by the Shire prior to occupation of the accommodation units. This risk has indeed also been identified within the Site Risk Review, as quoted above.

Similarly a condition of planning approval will be recommended to ensure sustained availability of water for firefighting purposes.

#### 8. Conclusion

The proposal is supported for the following reasons, and will henceforth be recommended for conditional approval:

- The proposed development is deemed to be compatible with the objectives and purpose of the *Farming Zone*;
- The proposed development is deemed to be aligned with the Shire of Beverley Town Planning Scheme No 2, Draft Shire of Beverley Local Planning Scheme No. 3, Local Planning Strategy & Beverley Tourism Plan;
- The Avondale Site Risk Review identifies matters of concern with remedial actions recommended to minimise operational risks;
- The proposal will assist in diversifying the local economy and will capitalise on an existing underutilized resource to the benefit of the Beverley Community, whilst affording continued protection of the heritage values of the place.

#### **Advertising**

In compliance with Clause 64(3)(a) of Schedule 2, Part 8 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the application was advertised for a period of 14 days. The following submissions were received.

	<b>Respondent</b>	<b>Property</b>	<b>Comment</b>	<b>Planner Response</b>
<b>1</b>	Jennifer Lee Broun	PO Box 60 Beverley WA 6304	No objection to proposal. Great proposal. Has it been considered that the East cottage be made the caretaker's dwelling thus enabling the remaining cottages in close proximity for group stays?	Noted.  Comment beyond scope of consideration to be had at hand.
<b>2</b>	Lesley Heal	PO Box 36	No objection to proposal.	Noted.

		Beverley WA 6304	Good idea! Attraction for the town and maybe employment.	
3	Bruce, Chris, Justin & Kelly Mann	PO Box 146 Beverley WA 6304	Objection to the proposal.  Please refer to the relevant attachment to this report for a full copy of the submission made.	The objection was subsequently retracted but is included in this report for the sake of providing context to the subsequent submittal of the Avondale Site Risk Review.  The written retraction of the objection is also attached to this report.

### STATUTORY ENVIRONMENT

Subject to Council determination by absolute majority, as discussed above, the application may be considered consistent with the Shire of Beverley's Town Planning Scheme No. 2.

### FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

### STRATEGIC IMPLICATIONS

There are no specific strategic implications relative to this application. The application is deemed to align with the Shire's Local Planning Strategy.

### POLICY IMPLICATIONS

There are no policy implications relative to this application.

### VOTING REQUIREMENTS

Absolute Majority

### OFFICER'S RECOMMENDATION

That Council resolve:

- a) By absolute majority that the proposed use is consistent with the planning objectives and purpose of the *Farming* zone.
- b) To grant development approval for alterations to 5 Houses and permit Short Stay Accommodation at 550 (Lot 3 on Plan 225569) Waterhatch Road, Beverley, subject to the following conditions and advice notes:

#### Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. Suitable arrangements are to be made for the continued availability of a sufficient supply of potable water for human consumption and a sufficient supply of water for firefighting purposes to the satisfaction of the Shire Planner.
3. Prior to occupation of the short stay accommodation units a whole-of-site Fire Management Plan and Emergency Evacuation Plan shall be submitted to the

satisfaction of the Shire Planner and the Community Emergency Services Manager.

4. Prior to occupation of the short stay accommodation units the Short Term Recommendations as contained in Avondale Site Risk Review shall be implemented to the satisfaction of the Shire Planner.
5. The recommendations of the Avondale Site Risk Review shall be complied with on an ongoing basis to the satisfaction of the Shire Planner.
6. The National Trust shall submit an annual report to the Shire indicating compliance with the recommendations of the Avondale Site Risk Review, and in conjunction with this report update the Avondale Site Risk Review.

**Advice Notes:**

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: The applicant is advised to consider changing the Purpose of Part Reserve 37765 to include reference to the Short Stay Accommodation Land Use and obtain such approval duly from the Minister of Lands.
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**COUNCIL RESOLUTION**

**M6/0218**

**Moved Cr White**

**Seconded Cr Martin**

**That Council resolve:**

- a) **By absolute majority that the proposed use is consistent with the planning objectives and purpose of the *Farming* zone.**
- b) **To grant development approval for alterations to 5 Houses and permit Short Stay Accommodation at 550 (Lot 3 on Plan 225569) Waterhatch Road, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

1. **Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
2. **Suitable arrangements are to be made for the continued availability of a sufficient supply of potable water for human consumption and a sufficient supply of water for firefighting purposes to the satisfaction of the Shire Planner.**
3. **Prior to occupation of the short stay accommodation units a whole-of-site Fire Management Plan and Emergency Evacuation Plan shall be submitted to the satisfaction of the Shire Planner and the Community Emergency Services Manager.**
4. **Prior to occupation of the short stay accommodation units the Short Term Recommendations as contained in Avondale Site Risk Review shall be implemented to the satisfaction of the Shire Planner.**
5. **The recommendations of the Avondale Site Risk Review shall be complied with on an ongoing basis to the satisfaction of the Shire Planner.**
6. **The National Trust shall submit an annual report to the Shire indicating compliance with the recommendations of the Avondale Site Risk Review, and in conjunction with this report update the Avondale Site Risk Review.**

**Advice Notes:**

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

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

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

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

**Note 5: The applicant is advised to consider changing the Purpose of Part Reserve 37765 to include reference to the Short Stay Accommodation Land Use and obtain such approval duly from the Minister of Lands.**

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

**CARRIED BY ABSOLUTE MAJORITY 8/0**

3:20pm – Prior to any discussion of item 9.2 Cr White declared an interest of impartiality given that he assisted the applicant with his application and left the meeting.

## **9.2 Development Application – Outbuilding (Shed) – 58 Smith Street**

---

**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 19 February 2018  
**APPLICANT:** Richard Clive Boladeras  
**FILE REFERENCE:** SMI 12  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Site Plan, Shed Plan, Application Letter

---

### **SUMMARY**

An application has been received to construct an additional Colorbond Outbuilding (Shed), in extent 57 m<sup>2</sup> at 58 (Lot 44) Smith Street, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

The subject site is located at 58 (Lot 44) Smith Street, is 4,097m<sup>2</sup> in extent and zoned Residential R10/25. It contains an existing dwelling, carport and outbuildings.

In terms of the Shire's Outbuilding Policy, the maximum total area of all outbuildings on the property in this zone is to be 75m<sup>2</sup>, whereas the proposed construction of the new shed (9.2m X 6.2m in extent), will result in a total area of all outbuildings of approximately 94m<sup>2</sup>.

The Outbuilding Policy furthermore prescribes a maximum wall height of 3m whereas the proposal is for the new outbuilding to have a wall height of 3.3m.

In his submission to the Shire the applicant indicates that the new Outbuilding will be used for, amongst others, the storage of a caravan, hence the requirement for an increased wall height.

The cladding of the walls and roof of the Outbuilding will be in Colorbond which is in compliance with Council's Outbuilding Policy.

### **COMMENT**

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

- a) The specific siting of the Outbuilding on the property;
- b) The general character of the immediate area;
- c) The size of the subject property.

It is the opinion that the proposed siting of the Outbuilding towards the rear of the subject property is such that it will not have any negative impact on the amenity of the surrounding area. The existing position of the house on the subject property will effectively screen the development so as to mitigate any negative impact that the

proposed development might have. It is considered that the proposed development will be in pace with the character of the area.

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

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

The proposal complies with other aspects of the outbuilding policy.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

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

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for an Outbuilding (Shed) at 58 (Lot 44) Smith Street, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

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

#### **Advice Notes:**

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



- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: If the Outbuildings are to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**COUNCIL RESOLUTION**

**M7/0218**

**Moved Cr Davis**

**Seconded Cr Seed**

**That Council resolve to grant planning approval for an Outbuilding (Shed) at 58 (Lot 44) Smith Street, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

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

**Advice Notes:**

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

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

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

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

**Note 5: If the Outbuildings are to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).**

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

**CARRIED 7/0**

3:21pm – Cr White rejoined the meeting.

## Attachment 9.2

Mr. Stefan de Beer,  
Shire of Beverley,  
126 Vincent Street,  
Beverley. W.A. 6304

Dear Stefan,

I have submitted an Application for Planning Approval for a new shed on my land at 58 Smith Street.

I acknowledge that the shed exceeds the size of the Planning Scheme but my reason for this size is to store my caravan and miscellaneous other items of plant, all of which are currently lying around my block, making the place look untidy.

Yours sincerely,

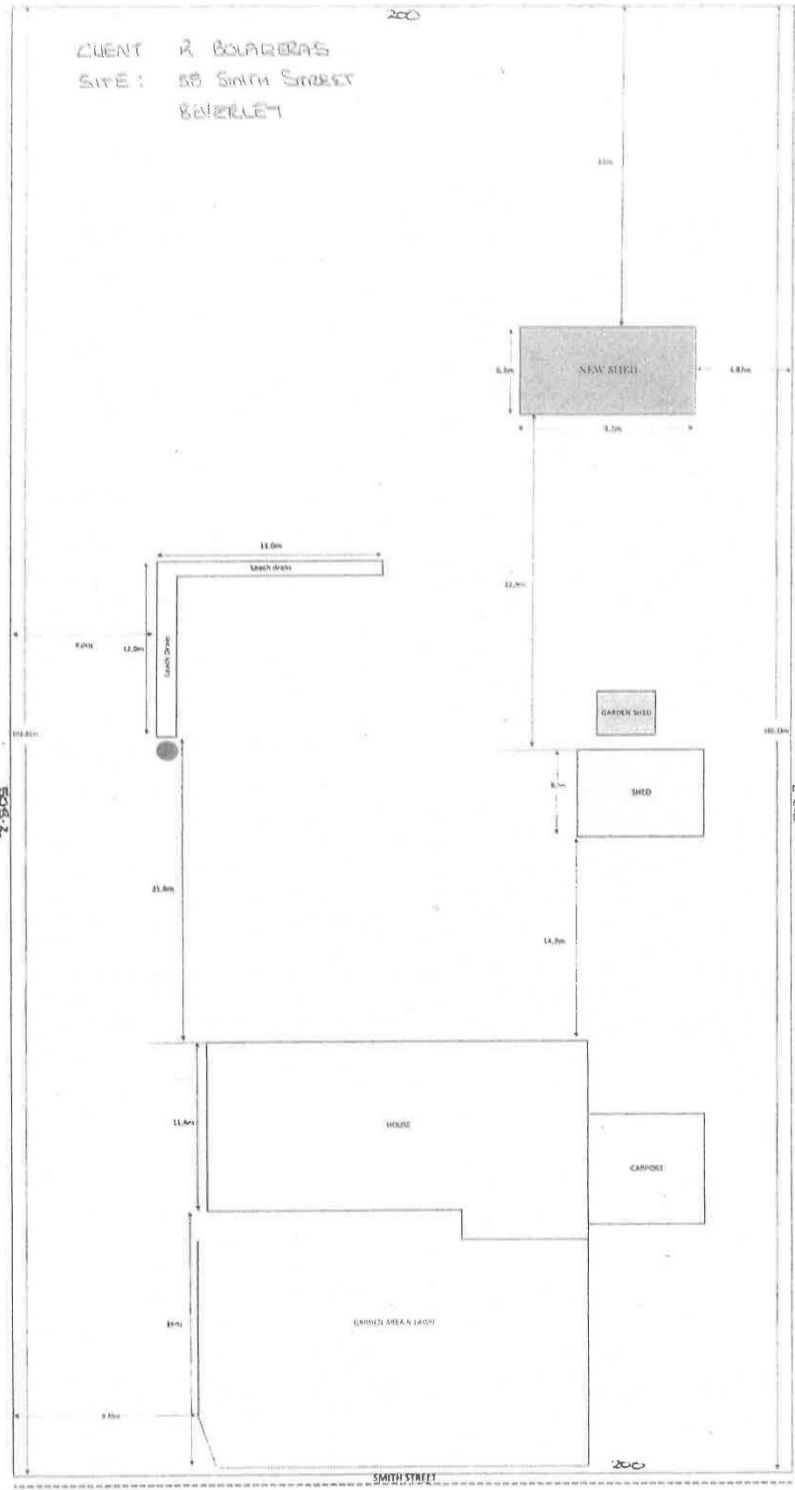
*R. C. Boladeras,*  
✓

Richard Boladeras.

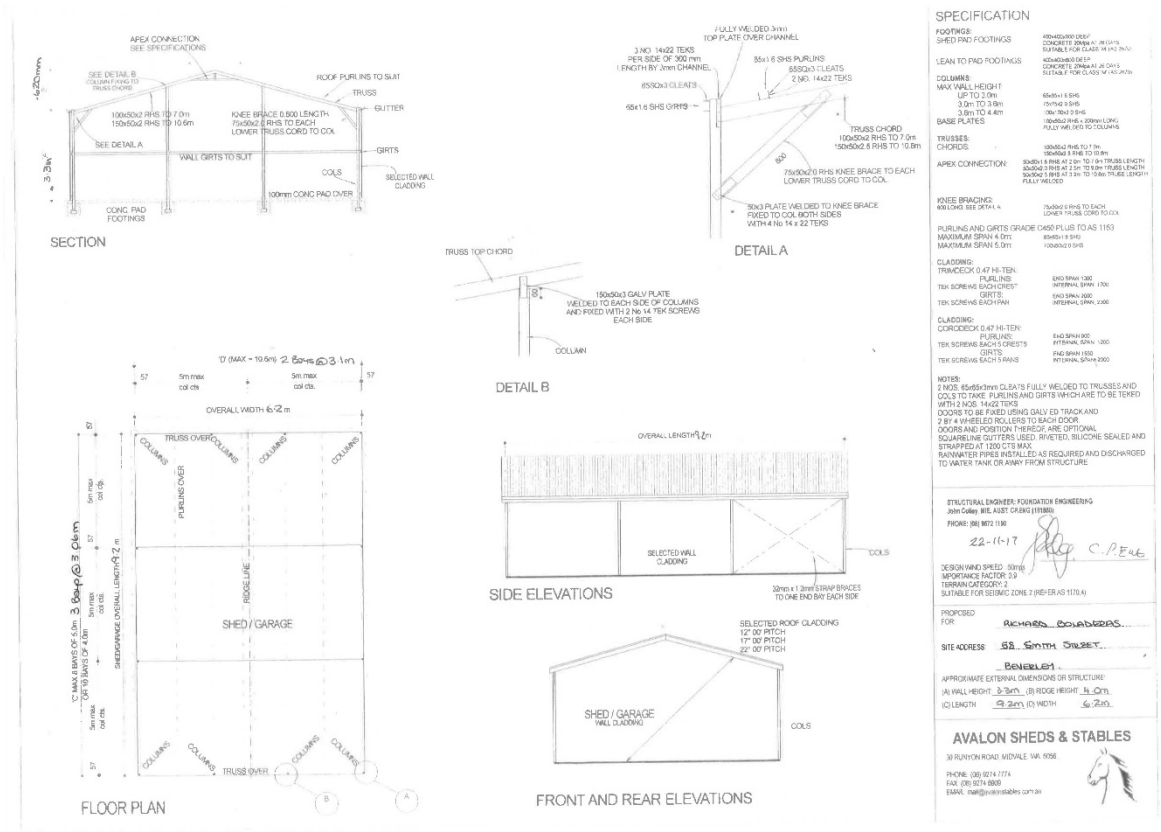
0408 812 349



Attachment 9.2



Attachment 9.2



### **9.3 Development Application: Storage Shed – Lot 503 De Lisle Street**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 19 February 2017  
**APPLICANT:** Brett Higgins  
**FILE REFERENCE:** DEL  
**AUTHOR:** B.S. de Beer, Manager: Planning & Development Services  
**ATTACHMENTS:** Locality Map, Site Sketch Plan, Elevation Sketch of Shed.

---

#### **SUMMARY**

An application has been submitted for a Storage Shed on Lot 503 De Lisle Street, Beverley. The application will be recommended for approval.

#### **BACKGROUND**

The applicant proposes to build a Storage Shed at Lot 503, De Lisle Street, Beverley.

The subject site is 2,321 m<sup>2</sup> in extent, zoned *Light Industry* in terms of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2) and is vacant. The subject site was developed as part of a subdivision initiative from LandCorp.

The proposal is to construct a Zincalume clad Storage Shed in extent 14m x 30m with a wall height of 4.5m and a roof height of 5.73m at the apex. The Council's Outbuilding Policy does not apply to land Zoned '*Light Industry*'.

Please refer to the submitted application documentation for details.

#### **COMMENT**

Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* list a number of matters which the local government must have due regard to when determining an application for development approval. Below is a synopsis of the relevant considerations:

#### 9. Statutory Context

##### Shire of Beverley Town Planning Scheme No. 2 (TPS 2)

Under TPS 2 the proposed use can best be described as an *Industry – Light* land use, which is permissible in the Light Industry Zone.

Under Clause 4.15 of TPS 2 Council's prior approval to commence development is required for all development, including fencing. TPS 2 also requires:-

- all street boundaries to have a minimum depth of 1.5 metres of landscaping along the entire width of the street frontage;
- the front street setback area shall not be used for the storage and/or manufacture of goods or materials;
- fencing forward of the building line shall be visually permeable;

## Shire of Beverley Town Planning Scheme Policy No. 4 - Development of Industrial Land

In terms of the above Policy, Council objectives within all Industrial Zoned land are to:

- 1) *Progressively encourage the consolidation of all industrial development that exists within the Beverley Urban Area into a sector of that area which has been appropriately zoned, located and serviced for that purpose.*
- 2) *Encourage the visual improvement of existing and future industrial development located within the Shire's Industrial Area, as part of the overall Shire Townscape improvement process.*
- 3) *Protect the amenity of development in zones which abut the Industrial Zone, via the establishment of appropriate landscape buffers and the imposition of landscape and building setback land use conditions on any planning consent issued for industrial development in conformity with the provisions of the Shire's Town Planning Scheme No. 2. All landscape works on any project site are to be undertaken by the developer as part of the initial project development process.*
- 4) *Ensure that no person erects a building in the Industrial Zone, unless the facade of the building is constructed of and/or clad in a building material, to a design and specification approved by Council.*
- 5) *Ensure that all fencing associated with any industrial project is of a type and in a location approved by Council as part of the Planning Consent.*
- 6) *Ensure that all stormwater generated by any Industrial Project is disposed of by the developer in a manner which is approved by Council.*

In regards to point 4 above, the applicant proposes to construct a Storage Shed with Zinalume cladding. Shire Planner submits that as a result of the essentially industrial character of the area the use of Zinalume as a cladding material would not detract from the amenity of the area. Over prescriptiveness in terms of design requirements should be weighed against the need for economic development progression & investment.

Should Council consider approving the application, the above prescripts of the policy will be used to frame appropriate conditions of planning approval.

### Draft Shire of Beverley Local Planning Scheme No 3

The subject land is zoned 'General Industry' in the *Draft Shire of Beverley Local Planning Scheme No 3 (LPS 3)*, currently under consideration with the *Department of Planning, Lands and Heritage*. The proposed use is deemed to align with this Zoning.

Clause 37 in LPS 3 reads as follows:

- (1) *All development shall provide at least one (1) refuse storage area readily accessible to service vehicles and screened from view from a public street by a close fence, wall or screen landscaping no less than 1.8m in height.*
- (2) *A person shall not use land for open storage purposes unless it is screened from public view by a fence or wall to the satisfaction of the local government.*
- (3) *The minimum standard fence shall be a 1.8m in height link mesh security fence*



*unless otherwise approved by the local government.*

Should Council consider approving the application, the above prescripts of LPS 3 will be used to frame appropriate conditions of planning approval.

#### 10. Conclusion

The proposal is supported for the following reasons, and will henceforth be recommended for conditional approval:

- The proposed development is deemed to be compatible with the objectives and purpose of the *Light Industry Zone*;
- The proposed development is in compliance with setback requirements as prescribed in the Shire of Beverley Town Planning Scheme No 2 & Draft Shire of Beverley Local Planning Scheme No. 3.

#### **Advertising**

No public consultation was deemed required.

#### **STATUTORY ENVIRONMENT**

The application complies with the requirements of the Shire of Beverley's Town Planning Scheme No. 2.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

#### **STRATEGIC IMPLICATIONS**

There are no specific strategic implications relative to this application. The application is deemed to align with the Shire's Local Planning Strategy.

#### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

#### **VOTING REQUIREMENTS**

Simple Majority

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

That Council resolve to grant development approval for a Storage Shed at Lot 503 De Lisle Street, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. Prior to occupation, an area(s) on the subject land shall be set aside for the purpose of waste disposal/collection bins. Such area(s) shall be fenced so as not to be visible from any public road or thoroughfare.

3. Prior to occupation of the development, landscaping is to be completed in accordance with the approved plans or any approved modifications thereto to the satisfaction of the local government.
4. The front street setback area shall not be used for the storage and/or manufacture of goods or materials;
5. Fencing forward of the building line shall be visually permeable;
6. No part of the subject property shall be used for open storage purposes unless it is screened from public view by a fence or wall to the satisfaction of the local government;
7. Prior to occupation of the development, the car parking, vehicle access and circulation areas shown on the approved site plan, including the provision of universally accessible (disabled) car parking is to be constructed, drained, and line marked to the satisfaction of the local government.
8. Prior to occupation a perimeter fence of 1.8m in height link mesh security fence shall be installed unless otherwise approved by the local government;
9. All stormwater generated by the development shall be disposed of by the developer in a manner which is approved by and to the satisfaction of Council.

**Advice Notes:**

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

**COUNCIL RESOLUTION**

**M8/0218**

**Moved Cr Davis**

**Seconded Cr Pepper**

**That Council resolve to grant development approval for a Storage Shed at Lot 503 De Lisle Street, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. Prior to occupation, an area(s) on the subject land shall be set aside for the purpose of waste disposal/collection bins. Such area(s) shall be fenced so as not to be visible from any public road or thoroughfare.**
- 3. Prior to occupation of the development, landscaping is to be completed in accordance with the approved plans or any approved modifications thereto to the satisfaction of the local government.**
- 4. The front street setback area shall not be used for the storage and/or manufacture of goods or materials;**
- 5. Fencing forward of the building line shall be visually permeable;**
- 6. No part of the subject property shall be used for open storage purposes unless it is screened from public view by a fence or wall to the satisfaction of the local government;**
- 7. Prior to occupation of the development, the car parking, vehicle access and circulation areas shown on the approved site plan, including the provision of universally accessible (disabled) car parking is to be constructed, drained, and line marked to the satisfaction of the local government.**
- 8. Prior to occupation a perimeter fence of 1.8m in height link mesh security fence shall be installed unless otherwise approved by the local government;**
- 9. All stormwater generated by the development shall be disposed of by the developer in a manner which is approved by and to the satisfaction of Council.**

**Advice Notes:**

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

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

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

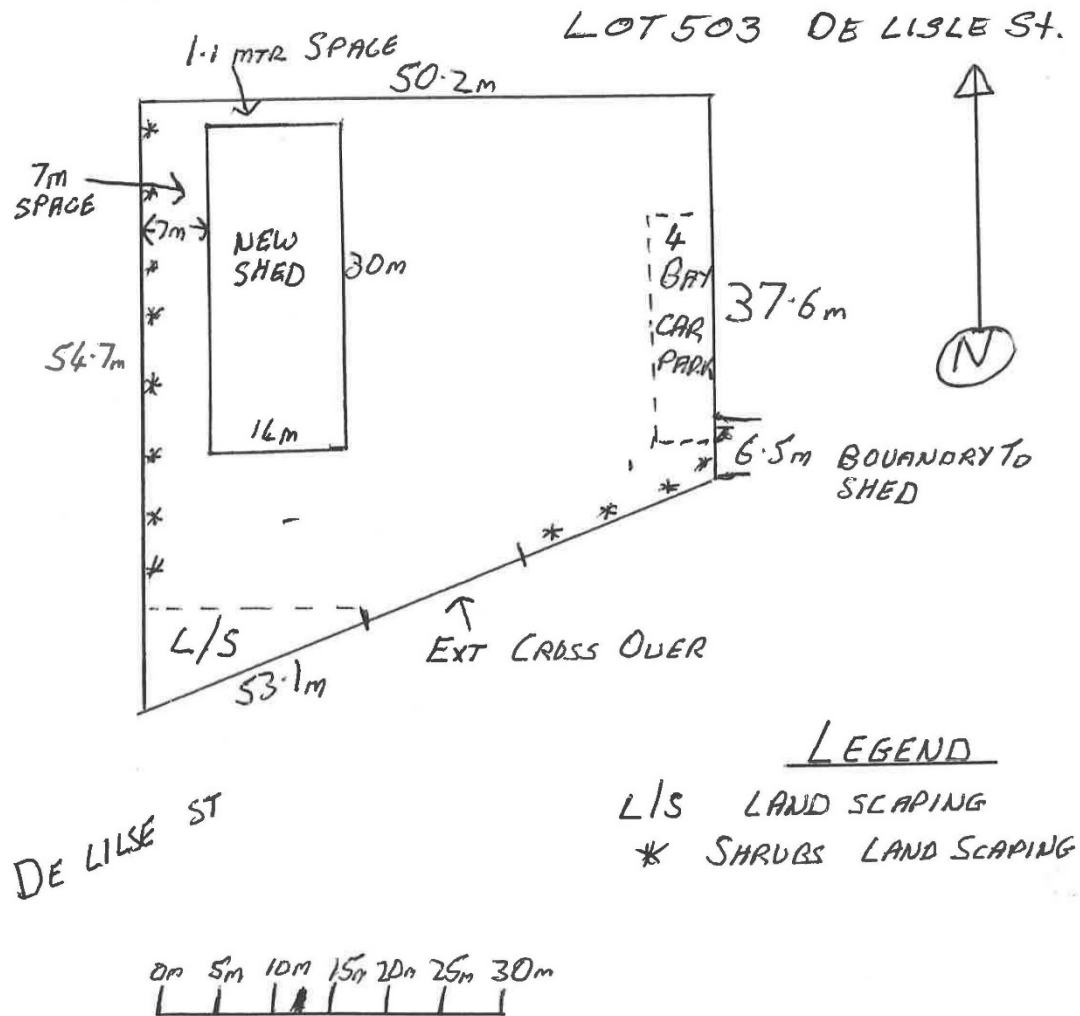
**Note 4: The applicant is advised a building permit is required prior to commencement of any building works.**

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

**CARRIED 8/0**



Attachment 9.3



PHOENIX SHEDS BEVERLEY WILL BE BUILDING SHED  
WITH CONCRETE FLOOR

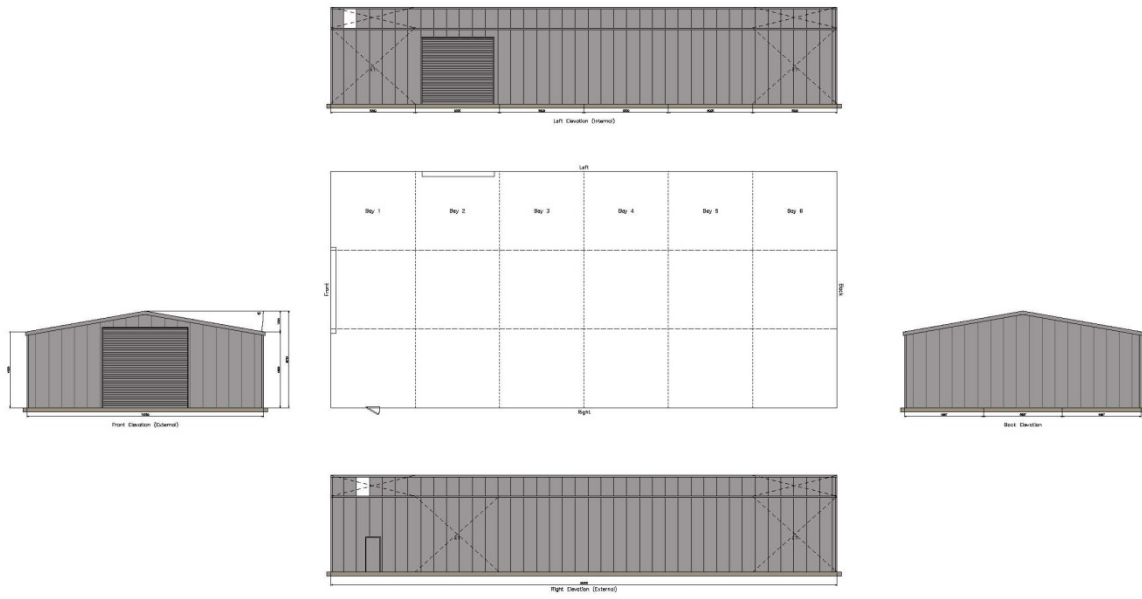
FENCING CONTRACTOR TO ERECT CHAIN LINK FENCE + BARR  
TO COUNCIL SPECS.

\* THE SHED IS FOR STORAGE ONLY I WILL BE ENTERING ONLY

LOT 503 DELISLE ST BEVERLEY

\* NOT FOR PUBLIC ACCESS STORAGE ONLY.

Attachment 9.3



3:23pm – Kelly Mann and Kyra Lomas left the meeting and did not return.

#### **9.4 Development Application – Outbuilding (Sea Container) – 27 Bartram Street**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 21 February 2018  
**APPLICANT:** Heather Joy Bell  
**FILE REFERENCE:** BAR 476  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Site Plan, Shed Picture, Application Letter

---

#### **SUMMARY**

An application has been received to place a new 20ft Sea Container as an Outbuilding at 27 (Lot 85) Bartram Street, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at 27 (Lot 85) Bartram Street, is 999m<sup>2</sup> in extent and zoned Residential R10/25. It is vacant at present.

As per the application letter the intention is to have the Sea Container placed on site and used as an Outbuilding (Storage) prior to the commencement of construction of the residence. Applicant submits that it is the intention to construct the residence in the near future and continue the use of the Sea Container as an Outbuilding thereafter. Applicant also submits that it is the intention to add a low Colorbond roof and veranda onto the Sea Container at the appropriate time so as to make it aesthetically more pleasing.

#### **COMMENT**

In terms of the Shire's Outbuilding Policy, the use of Sea Containers as Outbuildings within the Shire is regarded as development that requires Planning Approval.

The applicable section of Council's Outbuilding Policy reads as follows:

*'Pending Planning Approval, Sea Containers may be used as Outbuildings subject to the following requirements:*

- *The container shall be located to the rear of the lot and shall be screened from the street/road;*
- *The container shall be located within normal building setbacks;*
- *The container shall be painted to match the colour of the buildings on the lot;*
- *The container may only be used as an outbuilding and not for ancillary accommodation;*
- *The container shall not be located over septic tanks, leach drains or other utilities;*
- *The container shall be landscaped to screen it from neighbours; and*
- *If the container falls into disrepair or become unsightly the Shire shall require its removal.'*

*'Temporary use of a Sea Container on building sites as an office or storage unit is permissible, subject to application to and approval of Council.'*

Notwithstanding the fact that the Shire's Outbuilding Policy requires commencement of construction of a residence prior to the construction/use of an Outbuilding on Residential Zoned Land, Shire Planner is of the opinion that the intent is clear to



construct a residence in the near future and that the proposed use of the Sea Container is both practical and logical under these specific circumstances.

Should Council consider to approve the application a condition will be recommended be imposed that will require removal of the Sea Container from the lot within a period of 2 years should commencement of construction of the residence not occur. It is considered that this approach will avoid creating an undesirable precedent in terms of the departure sought from the Council's Outbuilding Policy.

It is the opinion that the other prescripts of the Outbuilding Policy can be satisfactorily met by the imposition of appropriately framed conditions of planning approval.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

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

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for an Outbuilding (Sea Container) at 27 (Lot 85) Bartram Street, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. Should commencement of construction of a dwelling not occur within a period of two (2) years from the date of Council's approval, the Sea Container shall be removed from the site.
3. Suitable arrangements for landscaping or screening of the Sea Container from adjoining properties shall be made to the satisfaction of the Shire Planner.

4. The outbuilding shall not be used for human habitation, commercial or industrial purposes.
5. When applicable, the container shall be painted to match the colour of the buildings on the lot.

**Advice Notes:**

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

## **COUNCIL RESOLUTION**

**M9/0218**

**Moved Cr Gogol**

**Seconded Cr Seed**

**That Council resolve to grant planning approval for an Outbuilding (Sea Container) at 27 (Lot 85) Bartram Street, Beverley, subject to the following conditions and advice notes:**

### **Conditions:**

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. Should commencement of construction of a dwelling not occur within a period of two (2) years from the date of Council's approval, the Sea Container shall be removed from the site.**
- 3. Suitable arrangements for landscaping or screening of the Sea Container from adjoining properties shall be made to the satisfaction of the Shire Planner.**
- 4. The outbuilding shall not be used for human habitation, commercial or industrial Purposes.**
- 5. When applicable, the container shall be painted to match the colour of the buildings on the lot.**

### **Advice Notes:**

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

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

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

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

**Note 5: The applicant is advised that if the container falls into disrepair or become unsightly the Shire can require its removal.**

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

**CARRIED 8/0**

Attachment 9.4

**SHIRE OF BEVERLEY TOWN PLANNING SCHEME NO. 2**

**APPLICATION FOR DEVELOPMENT APPROVAL**

*I wish to request approval to install a 20 foot sea container 1.5 to 2 metres from the back left hand corner and along the back boundary of:-*

*Lot 85/27 Bartram Street Beverley 6304*

*The container is cream in colour and the dimensions are: - length 5.919 meters, width 2.340 metres and height 2.380 metres.*

*When the sale of my house in Alkimos finalises, I will be moving in with my daughter so I can continue working in Joondalup while I co-ordinate the building of the new house on my block.*

*In the meantime I will have nowhere to store my furniture so I am hoping to load my furniture into the sea container and store it on the block whilst the house is being built.*

*When the house is ready the furniture will be transferred from the container to the house ready for my occupation. The container will then be used as a shed to store garden implements; it will have a personal access door and a window on the side facing the back of the house and Bartram Street.*

*I understand that in accordance with local Government bylaws I am required to have completed the construction of the house within a period of 24 months of the installation of the container and if for some unforeseen circumstance this does not occur, I need to have the container removed.*

*Thank you for your time and consideration.*

*Kind regards*

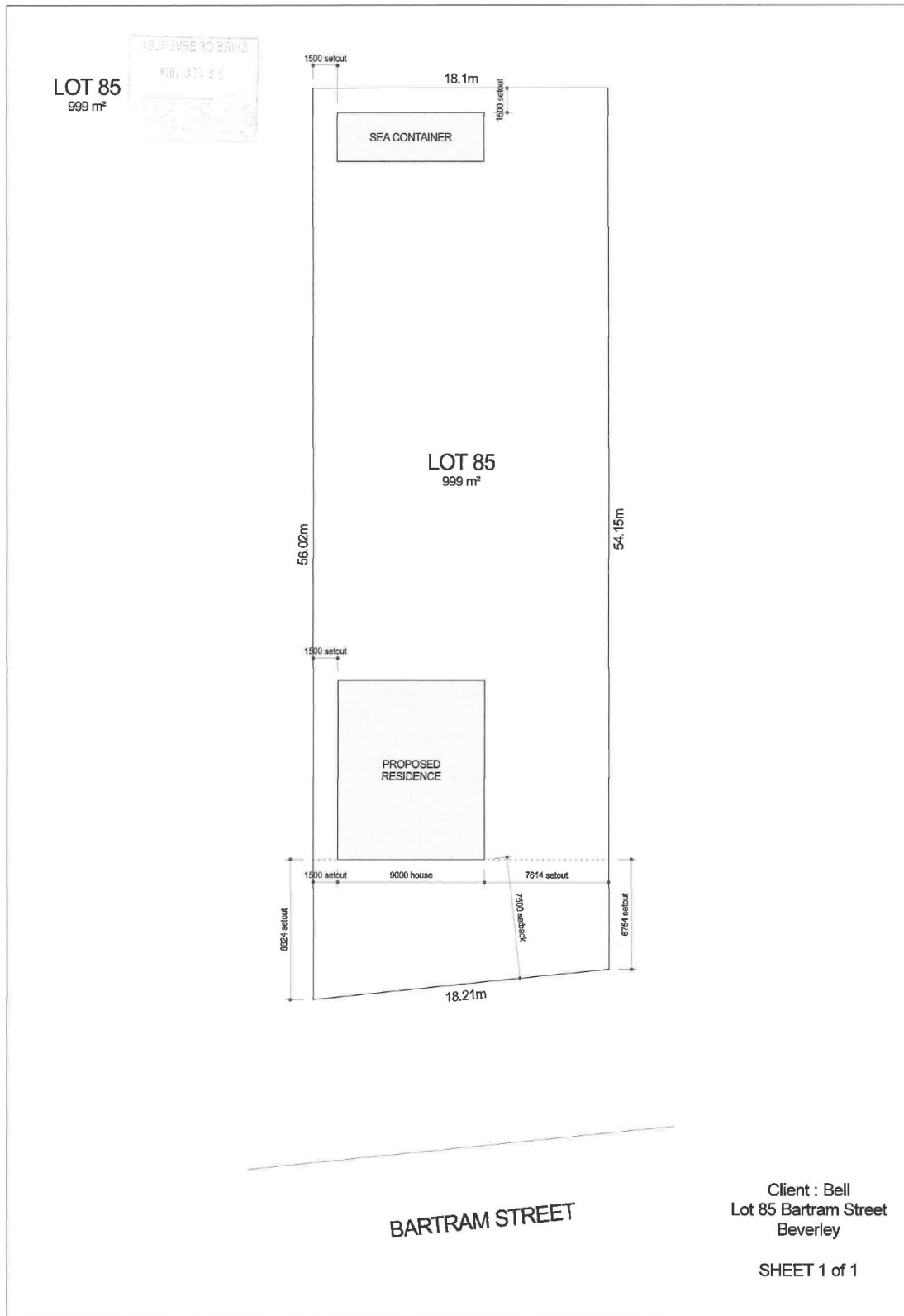
*Heather Bell*

*3 Jalon Gardens Alkimos 6038*

Attachment 9.4



Attachment 9.4



Attachment 9.4

PRODUCT 3076

## 20 FOOT GENERAL PURPOSE CONTAINER

L	5,919mm	W	2,286mm	1,900mm
W	2,340mm	H	2,278mm	4,180mm
H	2,380mm			

NEW BUILD 20FT GP CONTAINER \$3600 +GST (\$3960 inc GST)



- Single trip from factory into Australia
- Features welded-type

Currently available in



## **9.5 Late Item – Development Application – Outbuilding (Shed & Garaport) – 37 (Lot 12) Hunt Road**

---

**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 26 February 2018  
**APPLICANT:** John Charles Robinson  
**FILE REFERENCE:** HUN 969  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Site Plan, Shed Plan, Application Letter

---

### **SUMMARY**

An application has been received to construct a Colorbond Outbuilding (Shed & Garaport), in extent 144 m<sup>2</sup> at 37 (Lot 12) Hunt Road, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

The subject site is located at 37 (Lot 12) Hunt Road, is 2,023 m<sup>2</sup> in extent and zoned Residential R 10/25. It contains an existing dwelling and outbuilding.

In terms of the Shire's Outbuilding Policy, the maximum total area of an outbuilding on the property in this zone is to be 75 m<sup>2</sup>, whereas the proposed construction of the new shed (16 m X 9 m in extent), will result in an individual Outbuilding area of approximately 144 m<sup>2</sup>. The applicant submitted that it is the intention to remove the exiting Zincalume Outbuilding (measuring approx. 88m<sup>2</sup> in extent), before occupation of the new Shed.

The proposed shed will have an area of 144 m<sup>2</sup> which is larger than the 75 m<sup>2</sup> maximum area permitted by Council's Outbuilding Policy. The Outbuilding Policy prescribes a maximum wall height of 3 m and roof height of 4 m whereas the proposal is to have a wall height of 3.6 m and a roof height of 4.56 m.

Applicant submits that the proposed increased wall & roof height is to enable the shed to accommodate a motorhome, small truck and caravan.

### **COMMENT**

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

- d) The specific siting of the Outbuilding on the property;
- e) The general character of the immediate area;
- f) The size of the subject property;
- g) The proposal to remove an existing older Zincalume shed from the subject land.

It is the opinion that the proposed siting of the Outbuilding towards the rear of the subject property is such that it will not have any negative impact on the amenity of the surrounding area. The existing landscaping and the location of the house on the subject property will effectively screen the development so as to mitigate any negative impact that the proposed development might have. It is considered that the proposed development will be in pace with the character of the area.



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

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

The proposal complies with other aspects of the outbuilding policy.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

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

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for an Outbuilding (Shed & Garaport) at 37 (Lot 12) Hunt Road, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

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

#### **Advice Notes:**

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

- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**COUNCIL RESOLUTION**

**M10/0218**

**Moved Cr Martin**

**Seconded Cr Shaw**

**That Council resolve to grant planning approval for an Outbuilding (Shed & Garaport) at 37 (Lot 12) Hunt Road, Beverley, subject to the following conditions and advice notes:**

**Conditions:**

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

**Advice Notes:**

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

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

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

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

**Note 5: If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).**

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

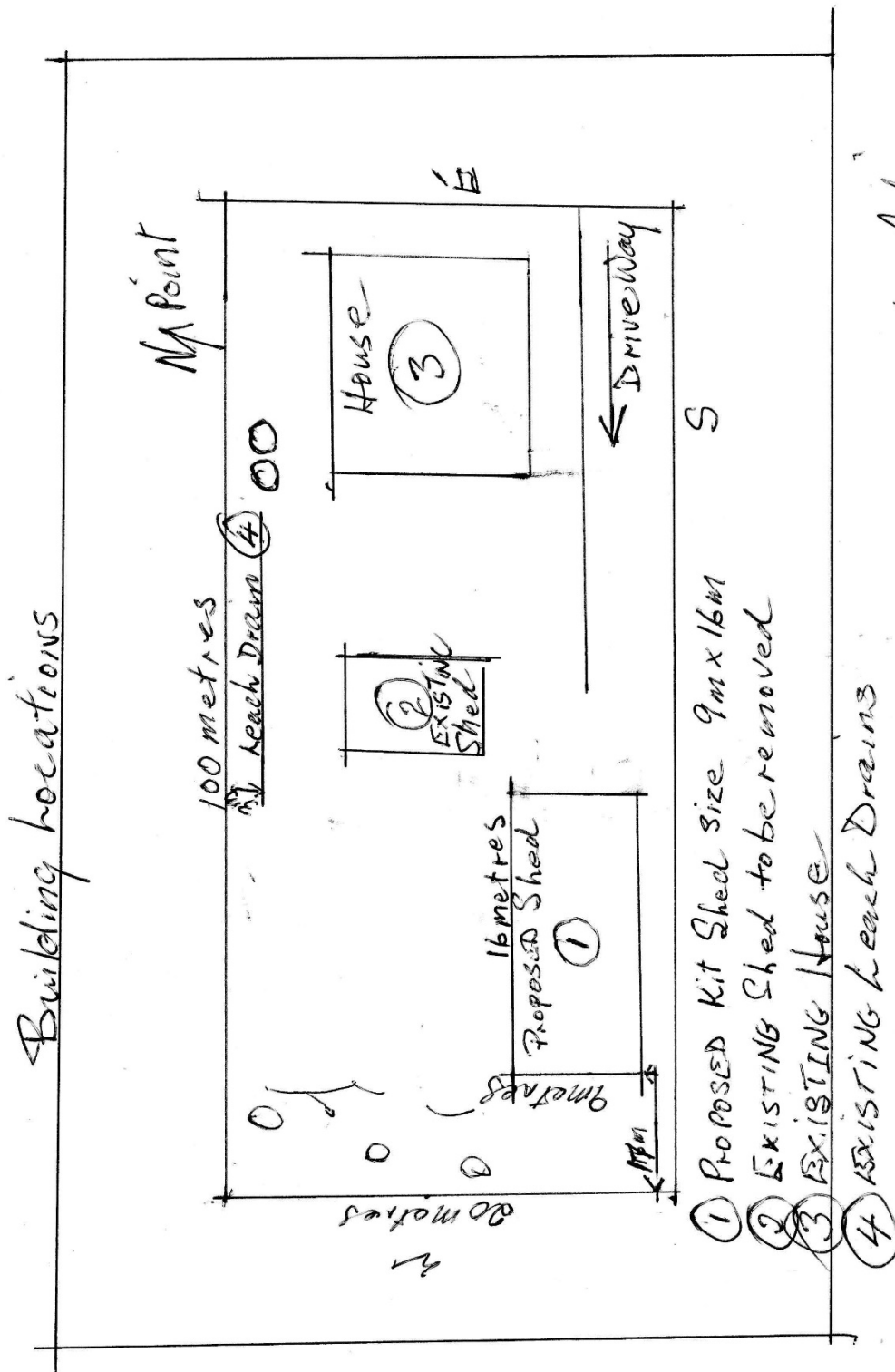
**CARRIED 8/0**

Attachment 9.5

Locality Map - 37 (lot 12) Hunt Road



Attachment 9.5



John Robinson

Attachment 9.5

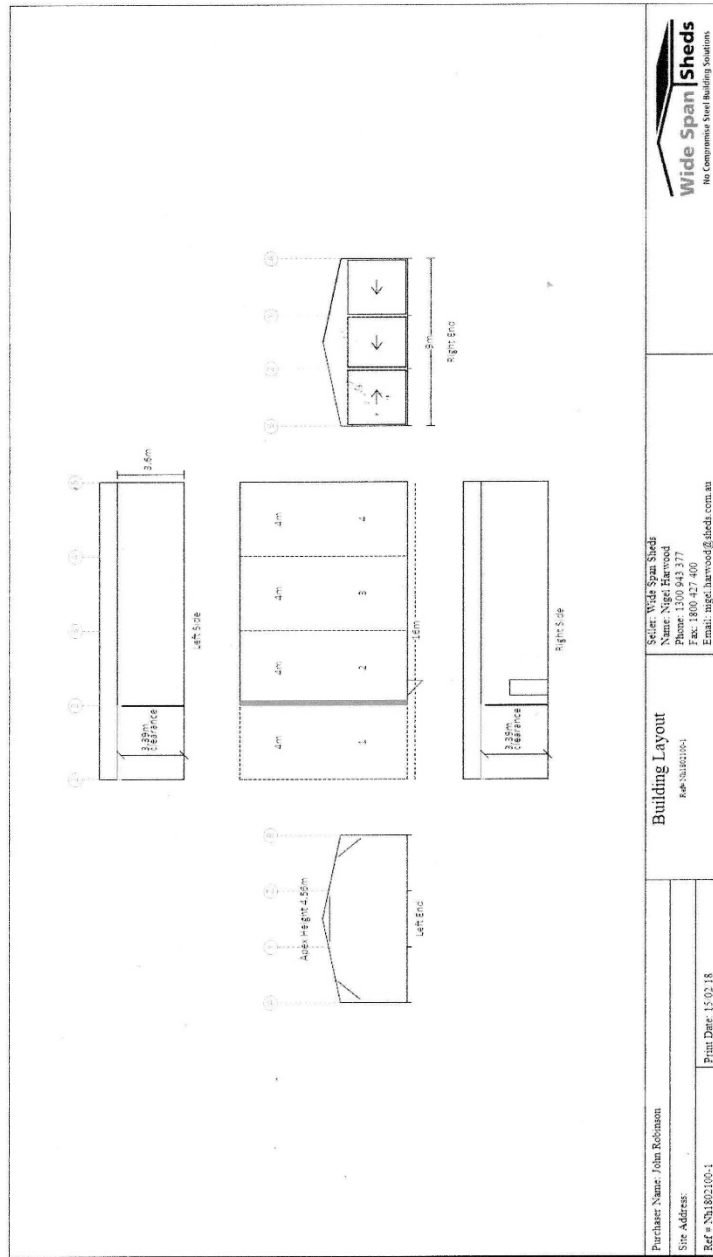
Notes

- Proposed Shed as per supplied plan from Wide span is Length 16metres Width 9metres which
- ① includes a 4metre garageport attached to the gable end, gutter Height 3.6metres, apex Height 4.56metres as per plan + Elevation
  - ② Reason for proposed shed is to House Small motorhome and Small truck + tool lift and private vehicle and personnel tools and caravan
  - ③ Driveway to Shed is 68metre Set Back
  - ④ Shed Boundary South Set Back 1.5metres.
  - ⑤ Shed Boundary West Set back 14metres .  
Trees to be kept (no neighbours)
  - ⑥ Shed Boundary North Set back 9.5metres
  - ⑦ Both neighbour dwellings set well forward of proposed shed for minimum disturbance
  - ⑧ Kit price \$19,000
  - ⑨ Existing planned shed to be removed on completion of proposed shed if approved
  - ⑩ Existing leach drains 3metre Set Back off north Boundary .




John Robinson

Attachment 9.5

**Building Layout**



<b>Wide Span Sheds</b> <small>No Compromise Steel Building Solutions</small>	
Purchaser Name: John Robinson Site Address: Ref # NSJ1802100-1	Seller: Wide Span Sheds Name: John Harwood Phone: 1800 643 377 Fax: 1800 427 407 Email: info@widespansheds.com.au
<b>Building Layout</b> Ref: NSJ1802100-1	
Print Date: 15/02/18	

Peace of mind Guarantees **SHED SAFE**    ...we've got you covered! [www.sheds.com.au](http://www.sheds.com.au)

3:27pm – Shire Planner, Stefan de Beer left the meeting and did not return.



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

### **10.1 Health Local Laws Application: Keeping of 5 Cats – 12 Brooking Street**

---

**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 8 February 2018  
**APPLICANT:** Sue Hall  
**FILE REFERENCE:** BRO 325  
**AUTHOR:** T. Jurmann, Senior Health & Building Surveyor  
**ATTACHMENTS:** Locality Map, Photographs, Application Letter

---

#### **SUMMARY**

An application has been received to keep 5 cats at H/N 12, (Lot 160) Brooking St, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at H/N 12 (Lot 160) Brooking Street, is 21,853 m<sup>2</sup> in area and is zoned Residential R 2.5. The property contains an existing dwelling and outbuildings.

Under section 5.2.4 of the Beverley Health Local Laws, a person shall not, without an exemption in writing from the Council, keep more than 2 cats over the ages of 3 months on premises, on any land within the District, unless an exemption is granted by the Council, allowing them to keep more than 2 cats.

Under this section the Council shall not grant an exemption under this Section unless it is satisfied that the number of cats to be kept will not be a nuisance or injurious or dangerous to health.

#### **COMMENT**

The Local Law is based on a few considerations, being square metres per animal, ability of a given site to sustain an animal and it's waste, minimising of any impact on adjoining owners and the ability of the owner to adequately look after the animal.

The site is more than ten, (10), times in excess of a basic residential block in area size, meaning it is well equipped to allow reasonable living and roaming area for the animal, and minimal impact of surrounding residents.

The animals also have a cat house and attached roaming tunnel which they will be kept in most of the time.

The cats have been sterilised to reduce any behavioural problems and prevent accidental breeding.

The owners have demonstrated through their letter and current practices, that they have reasonable means and capacity to look after the animals.

The premises have been inspected by the Shire of Beverley Ranger and Senior Environmental Health Officer and have been found to be satisfactory.

In this regard it is deemed that the keeping of 5 cats at H/N 12, (Lot 160), Brooking Street, Beverley will not be a nuisance or injurious or dangerous to health.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

The exemption may be approved under the Shire of Beverley's Health Local Laws.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant the exemption under the Beverley Health Local Laws to allow 5 cats to be kept at 12 (Lot 160) Brooking Street, Beverley, subject to the following conditions:

#### **Conditions:**

1. The premises where the animals are housed are to be kept in a clean, orderly and healthy state at all times.
2. All animals are to be vaccinated for common diseases, wormed regularly and are to be kept in a healthy state at all times.
3. The animals and premises where animals are kept/housed, are to be free from domestic pet parasites, such as fleas.
4. Animal waste is to be adequately disposed of, and where litter facilities are required, disposed of on a daily basis.
5. The owner/occupier is to ensure any shelter or enclosure for the animals is situated at a distance of not less than -
  - (i) 2 metres from the boundary of any lot not owned or occupied by the person by whom the cats are kept;
  - (ii) 10 metres from any dwelling, church, schoolroom, hall or premises in which food is manufactured, packed or prepared for human consumption;
6. The owner/occupier is to keep all shelters, enclosures, yards and grounds in which cats are kept in a clean condition and free from vectors of disease at all times and clean, disinfect or otherwise deal with them as directed by an Environmental Health Officer from time to time.

7. The five, (5) cats that are the subject of this approval are to be microchipped and registered with the Shire of Beverley, whilst the animals reside at the subject property and this approval is in force.
8. The keeping of the five, (5) cats, that is three, (3), additional cats is not to create a nuisance, (as determined by the Shire of Beverley).
9. The keeping of the five cats, applies only to the cats nominated by the applicant in this application; and upon the death or permanent removal of any of the nominated cats a maximum of two cats only will be permitted to be kept on this property.

**COUNCIL RESOLUTION**

**M11/0218**

**Moved Cr Martin**

**Seconded Cr Davis**

**That Council resolve to grant the exemption under the Beverley Health Local Laws to allow 5 cats to be kept at 12 (Lot 160) Brooking Street, Beverley, subject to the following conditions:**

**Conditions:**

- 1. The premises where the animals are housed are to be kept in a clean, orderly and healthy state at all times.**
- 2. All animals are to be vaccinated for common diseases, wormed regularly and are to be kept in a healthy state at all times.**
- 3. The animals and premises where animals are kept/housed, are to be free from domestic pet parasites, such as fleas.**
- 4. Animal waste is to be adequately disposed of, and where litter facilities are required, disposed of on a daily basis.**
- 5. The owner/occupier is to ensure any shelter or enclosure for the animals is situated at a distance of not less than -  
(i) 2 metres from the boundary of any lot not owned or occupied by the person by whom the cats are kept;  
(ii) 10 metres from any dwelling, church, schoolroom, hall or premises in which food is manufactured, packed or prepared for human consumption;**
- 6. The owner/occupier is to keep all shelters, enclosures, yards and grounds in which cats are kept in a clean condition and free from vectors of disease at all times and clean, disinfect or otherwise deal with them as directed by an Environmental Health Officer from time to time.**
- 7. The five, (5) cats that are the subject of this approval are to be microchipped and registered with the Shire of Beverley, whilst the animals reside at the subject property and this approval is in force.**
- 8. The keeping of the five, (5) cats, that is three, (3), additional cats is not to create a nuisance, (as determined by the Shire of Beverley).**
- 9. The keeping of the five cats, applies only to the cats nominated by the applicant in this application; and upon the death or permanent removal of any of the nominated cats a maximum of two cats only will be permitted to be kept on this property.**

**CARRIED 8/0**



12 Brooking St, Beverley Aerial Photograph.

Attachment 10.1

20-11-17

SHIRE OF BEVERLEY		
20 NOV 2017		
FILE REF: 0325		
<input type="checkbox"/> CEO	<input type="checkbox"/> SP	<input type="checkbox"/> CESM
<input type="checkbox"/> D/CEO	<input type="checkbox"/> BS	<input type="checkbox"/> MO
<input type="checkbox"/> MOW	<input type="checkbox"/> EHO	<input type="checkbox"/>

12 BROOKIN ST  
Beverley  
6304

I would like to ask if I can keep 5 cats please. My husband and I found homes for 28 kittens and 1 mother cat from just before December 2016. Unfortunately we had 2 ferals that we got stuck with. The cats cannot roam loose as they have a cat house with tunnel into our house. The 2 we were left with are okay with me but go wild if anybody else visits us. I do not want to put them down as they are young, sterilized and cannot get out to do any damage to any birds ect.

Yours Sincerley  
J. Hall

## **10.2 Health Local Laws Application: Keeping of 4 Cats – 79 Richardson Street**

---

**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 8 February 2018  
**APPLICANT:** Andrea Clarke  
**FILE REFERENCE:** RIC 739  
**AUTHOR:** T. Jurmann, Senior Health & Building Surveyor  
**ATTACHMENTS:** Locality Map, Photographs, Application Letter

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### **SUMMARY**

An application has been received to keep 4 cats at H/N 79, (Lot 162) Richardson St, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

The subject site is located at H/N 79 (Lot 162) Richardson Street, is 20,209 m<sup>2</sup> in area and is zoned Residential R 2.5. The property contains an existing dwelling and outbuildings.

Under section 5.2.4 of the Beverley Health Local Laws, a person shall not, without an exemption in writing from the Council, keep more than 2 cats over the ages of 3 months on premises, on any land within the District, unless an exemption is granted by the Council, allowing them to keep more than 2 cats.

Under this section the Council shall not grant an exemption under this Section unless it is satisfied that the number of cats to be kept will not be a nuisance or injurious or dangerous to health.

### **COMMENT**

The Local Law is based on a few considerations, being square metres per animal, ability of a given site to sustain an animal and it's waste, minimising of any impact on adjoining owners and the ability of the owner to adequately look after the animal.

The site is more than ten, (10), times in excess of a basic residential block in area size, meaning it is well equipped to allow reasonable living and roaming area for the animal, and minimal impact of surrounding residents.

The cats have been microchipped, vaccinated and sterilised to reduce any health or behavioural problems and prevent accidental breeding.

The owners have demonstrated through their letter and current practices, that they have reasonable means and capacity to look after the animals.

The premises have been inspected by the Shire of Beverley Ranger and Senior Environmental Health Officer and have been found to be satisfactory.

In this regard it is deemed that the keeping of 4 cats at H/N 79, (Lot 162), Richardson Street, Beverley will not be a nuisance or injurious or dangerous to health

## **CONSULTATION**

No consultation was deemed required.

## **STATUTORY ENVIRONMENT**

The exemption may be approved under the Shire of Beverley's Health Local Laws.

## **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

## **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

## **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council resolve to grant the exemption under the Beverley Health Local Laws to allow 4 cats to be kept at 79 (Lot 162) Richardson Street, Beverley, subject to the following conditions:

### **Conditions:**

1. The premises where the animals are housed, are to be kept in a clean, orderly and healthy state at all times.
2. All animals are to be vaccinated for common diseases, wormed regularly and are to be kept in a healthy state at all times.
3. The animals and premises where animals are kept/housed, are to be free from domestic pet parasites, such as fleas.
4. Animal waste is to be adequately disposed of, and where litter facilities are required, disposed of on a daily basis.
5. The owner/occupier is to ensure any shelter or enclosure for the animals is situated at a distance of not less than -
  - (i) 2 metres from the boundary of any lot not owned or occupied by the person by whom the cats are kept;
  - (ii) 10 metres from any dwelling, church, schoolroom, hall or premises in which food is manufactured, packed or prepared for human consumption.
6. The owner/occupier is to keep all shelters, enclosures, yards and grounds in which cats are kept in a clean condition and free from vectors of disease at all times and clean, disinfect or otherwise deal with them as directed by an Environmental Health Officer from time to time.
7. The four, (4) cats that are the subject of this approval are to be microchipped and registered with the Shire of Beverley, whilst the animals reside at the subject property and this approval is in force.
8. The keeping of the four, (4) cats, that is two, (2), additional cats is not to create a nuisance, (as determined by the Shire of Beverley).
9. The keeping of the four cats, applies only to the cats nominated by the applicant in this application; and upon the death or permanent removal of any of the nominated cats a maximum of two cats only will be permitted to be kept on this property.



**COUNCIL RESOLUTION**

**M12/0218**

**Moved Cr White**

**Seconded Cr Davis**

**That Council resolve to grant the exemption under the Beverley Health Local Laws to allow 4 cats to be kept at 79 (Lot 162) Richardson Street, Beverley, subject to the following conditions:**

**Conditions:**

- 1. The premises where the animals are housed, are to be kept in a clean, orderly and healthy state at all times.**
- 2. All animals are to be vaccinated for common diseases, wormed regularly and are to be kept in a healthy state at all times.**
- 3. The animals and premises where animals are kept/housed, are to be free from domestic pet parasites, such as fleas.**
- 4. Animal waste is to be adequately disposed of, and where litter facilities are required, disposed of on a daily basis.**
- 5. The owner/occupier is to ensure any shelter or enclosure for the animals is situated at a distance of not less than -  
(i) 2 metres from the boundary of any lot not owned or occupied by the person by whom the cats are kept;  
(ii) 10 metres from any dwelling, church, schoolroom, hall or premises in which food is manufactured, packed or prepared for human consumption.**
- 6. The owner/occupier is to keep all shelters, enclosures, yards and grounds in which cats are kept in a clean condition and free from vectors of disease at all times and clean, disinfect or otherwise deal with them as directed by an Environmental Health Officer from time to time.**
- 7. The four, (4) cats that are the subject of this approval are to be microchipped and registered with the Shire of Beverley, whilst the animals reside at the subject property and this approval is in force.**
- 8. The keeping of the four, (4) cats, that is two, (2), additional cats is not to create a nuisance, (as determined by the Shire of Beverley).**
- 9. The keeping of the four cats, applies only to the cats nominated by the applicant in this application; and upon the death or permanent removal of any of the nominated cats a maximum of two cats only will be permitted to be kept on this property.**

**CARRIED 8/0**



79 Richardson St, Beverley Aerial Photograph.

Attachment 10.2

A & S Clarke  
PO Box 467  
BEVERLEY WA 6304

Tel: 9646 0861  
Mob: 0448 47 27 15

23 November, 2017

Mr Stephen Gollan,  
Chief Executive Officer  
Shire of Beverley  
PO Box 20  
Beverley WA 6304

Dear Sir,

RE: OUR DISCUSSION OF YESTERDAY.

Thank you for seeing me yesterday.

During our discussion I mentioned to you that we had accepted two kittens into our family. They have been micro chipped, desexed and vaccinated.

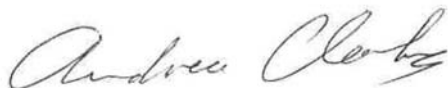
When we arrived in Beverley we had four adult cats, to date have lost two of them. We don't keep pets, they are members of our family and we treat and love them as such.

We live on a five acre, well fenced property which affords them adequate living space, and our cats are very happy here. They are no trouble to our neighbours and are as attached to us as we are to them.

During the more than four years since becoming permanent members of the Beverley Community, I think we have proved ourselves responsible cat owners and if you will allow us, we would very much like to register our two kitten family members with Council.

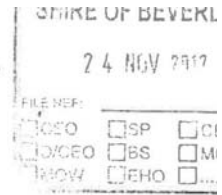
I look forward to hearing from you.

Yours faithfully,



A & S CLARKE  
pp. Andrea Clarke

79 Richardson St  
Beverley



## **11. FINANCE**

### **11.1 Monthly Financial Report**

---

**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 9 February 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** December 2017 and January 2018 Financial Reports

---

#### **SUMMARY**

Council to consider accepting the financial report for the periods ending 31 December 2017 and January 2018.

#### **BACKGROUND**

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2017 Ordinary Meeting, item 11.3

#### **COMMENT**

The monthly financial report for the periods ending 31 December 2017 and 31 January 2018 have been provided and include:

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

#### **STATUTORY ENVIRONMENT**

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

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

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

The Statement is to be accompanied by:

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

#### **FINANCIAL IMPLICATIONS**

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2017/18 Budget.

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

AF004 – Investing Surplus Funds

#### **VOTING REQUIREMENTS**

Simple Majority

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

That the monthly financial report for the month of December 2017 and January 2018 be accepted and material variances be noted.

#### **COUNCIL RESOLUTION**

**M13/0218**

**Moved Cr Gogol**

**Seconded Cr Martin**

**That the monthly financial report for the month of December 2017 and January 2018 be accepted and material variances be noted.**

**CARRIED 8/0**

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

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,228,040.00	2,924,720.00	2,933,875.28	9,155.28	
Governance	6,100.00	100.00	11,828.23	11,728.23	CCZ Golf Day Sponsorship and Nomination Fees unbudgeted.
Law, Order & Public Safety	186,149.00	80,108.00	204,331.89	124,223.89	BRMPC Grant funding extended for full year \$124,356 unbudgeted to be offset by BRMPC program expenditure.
Health	100.00	0.00	327.27	327.27	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	51,298.00	54,308.04	3,010.04	
Community Amenities	198,279.00	190,638.00	192,786.03	2,148.03	
Recreation & Culture	2,691,835.00	830,361.00	826,042.45	(4,318.55)	
Transport	7,016,564.00	582,954.00	537,339.59	(45,614.41)	Allocated MRWA Direct Grant funding (\$46,842) cut from State Budget.
Economic Activities	81,500.00	61,416.00	68,894.44	7,478.44	
Other Property & Services	43,100.00	27,996.00	42,399.76	14,403.76	Vehicle licencing reimbursement \$13,372 due to reversal of concession cuts.
<b>Total Operating Revenue</b>	<b>14,855,570.00</b>	<b>4,749,591.00</b>	<b>4,872,132.98</b>	<b>122,541.98</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(179,989.00)	(68,990.00)	(64,250.99)	4,739.01	
Governance	(249,780.00)	(130,110.00)	(138,783.35)	(8,673.35)	
Law, Order & Public Safety	(448,152.00)	(219,477.00)	(233,230.50)	(13,753.50)	BRMPC expenses (\$20,194) greater than anticipated offset by increase in grant funding. Depreciation charge \$7,163 lower than anticipated YTD.
Health	(148,255.00)	(73,623.00)	(66,523.91)	7,099.09	
Education & Welfare	(78,374.00)	(34,586.00)	(29,904.31)	4,681.69	
Housing	(257,109.00)	(149,382.00)	(147,600.82)	1,781.18	
Community Amenities	(623,763.00)	(257,788.00)	(251,833.33)	5,954.67	
Recreation & Culture	(1,043,277.00)	(582,790.00)	(610,924.39)	(28,134.39)	Swimming Pool depreciation expense (\$24,833) greater than anticipated YTD.
Transport	(2,183,986.00)	(1,041,631.00)	(1,041,248.50)	382.50	
Economic Activities	(494,577.00)	(193,463.00)	(348,326.30)	(154,863.30)	Write Off of Aeronautical Museum asset following demolition (\$159,328) non-cash unbudgeted.
Other Property & Services	(15,615.00)	(63,469.00)	(70,899.04)	(7,430.04)	POC & PWOH allocation variations.
<b>Total Operating Expenditure</b>	<b>(5,722,877.00)</b>	<b>(2,815,309.00)</b>	<b>(3,003,525.44)</b>	<b>(188,216.44)</b>	
<b>Net Operating</b>	<b>9,132,693.00</b>	<b>1,934,282.00</b>	<b>1,868,607.54</b>	<b>(65,674.46)</b>	
<b>Capital Income</b>					
Self-Supporting Loan - Principal Repayment	14,411.00	7,096.00	7,096.42	0.42	
Proceeds from Sale of Assets	211,000.00	211,000.00	211,636.36	636.36	

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

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Total Capital Income</b>	<b>225,411.00</b>	<b>218,096.00</b>	<b>218,732.78</b>	<b>636.78</b>	
<b>Capital Expenditure</b>					
Land and Buildings	(6,529,594.00)	(961,594.00)	(979,687.75)	(18,093.75)	Unit 5 Hunt Road Village Refurb (\$8,978), Hunt Road Village Fence replacement (\$3,723) over Budget due to staff hours allocated to works. Swimming Pool bowl paint (\$9,700) over Budget due to additional joint repair. Purchase of Anglo Estate blocks (\$2,196) unbudgeted. Rec Ground Car Park Lighting \$1,860, 58 John St AC install \$2,091 and Bus Stop Lighting \$1,866 under budget.
Plant and Equipment	(531,000.00)	(466,000.00)	(457,365.17)	8,634.83	Savings on purchase of CEO \$5,726 and BRMPC \$5,009 vehicles. Purchase of new automatic Swimming Pool Cleaner (\$2,100) unbudgeted.
Office Furniture and Equipment	(55,500.00)	(10,000.00)	(7,836.36)	2,163.64	
Road Construction	(3,700,515.00)	(362,844.00)	(443,694.93)	(80,850.93)	Kokeby East Rd Widen Shoulders (\$69,610) and Westdale Rd Reconstruct and Seal (\$23,517) job cost over budget. Nicholas St Construct and Seal \$16,997 under budget.
Other Infrastructure	(4,343,000.00)	(75,000.00)	(73,568.89)	1,431.11	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	(44,042.00)	(44,040.97)	1.03	
<b>Total Capital Expenditure</b>	<b>(15,228,818.00)</b>	<b>(1,919,480.00)</b>	<b>(2,006,194.07)</b>	<b>(86,714.07)</b>	
<b>Net Capital</b>	<b>(15,003,407.00)</b>	<b>(1,701,384.00)</b>	<b>(1,787,461.29)</b>	<b>(86,077.29)</b>	
<b>Adjustments</b>					
Depreciation Written Back	1,691,589.00	893,260.00	932,089.93	38,829.93	Depreciation expensed greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	2,893.64	2,893.64	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(4,000.00)	(2,996.00)	155,728.45	158,724.45	Write Off of Aeronautical Museum following demolition \$159,328 non-cash unbudgeted.
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	390,448.00	(28,876.00)	(28,875.85)	0.15	
New Loan Funds	1,521,151.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	2,271,526.00	2,271,526.00	2,271,526.49	0.49	
<b>Total Adjustments</b>	<b>5,870,714.00</b>	<b>3,132,914.00</b>	<b>3,333,362.66</b>	<b>200,448.66</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>3,365,812.00</b>	<b>3,414,508.91</b>	<b>48,696.91</b>	

<b>SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 December 2017</b>	
<b>Description</b>	<b>YTD Actual 2017/18</b>
<b>Current Assets</b>	
Cash at Bank	789,774.93
Cash - Unrestricted Investments	2,556,377.46
Cash - Restricted Reserves	2,314,646.18
Cash on Hand	300.00
Accounts Receivable	762,117.54
Self-Supporting Loan - Current	7,314.99
Inventory - Fuel	7,524.76
<b>Total Current Assets</b>	<b>6,438,055.86</b>
<b>Current Liabilities</b>	
Accounts Payable	(448,811.75)
Loan Liability - Current	(25,168.11)
Annual Leave Liability - Current	(175,992.28)
Long Service Leave Liability - Current	(140,242.31)
Doubtful Debts	(168,489.59)
<b>Total Current Liabilities</b>	<b>(958,704.04)</b>
<b>Adjustments</b>	
Less Restricted Reserves	(2,314,646.19)
Less Self Supporting Loan Income	(7,314.99)
Add Leave Reserves - Cash Backed	231,950.16
Add Loan Principal Expense	25,168.11
<b>Total Adjustments</b>	<b>(2,064,842.91)</b>
<b>NET CURRENT ASSETS</b>	<b>3,414,508.91</b>



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

Description	Actual 2016/17	YTD Actual 2017/18	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	4,705,857.09	5,661,098.57	955,241.48
Accounts Receivable	618,061.15	762,117.54	144,056.39
Self-Supporting Loan - Current	14,411.41	7,314.99	(7,096.42)
Inventory	13,591.69	7,524.76	(6,066.93)
<b>Total Current Assets</b>	<b>5,351,921.34</b>	<b>6,438,055.86</b>	<b>1,086,134.52</b>
<b>Current Liabilities</b>			
Accounts Payable	(524,545.44)	(448,811.75)	75,733.69
Loan Liability - Current	(69,209.08)	(25,168.11)	44,040.97
Annual Leave Liability - Current	(175,992.28)	(175,992.28)	0.00
Long Service Leave Liability - Current	(140,242.31)	(140,242.31)	0.00
Doubtful Debts	(168,489.59)	(168,489.59)	0.00
<b>Total Current Liabilities</b>	<b>(1,078,478.70)</b>	<b>(958,704.04)</b>	<b>119,774.66</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	106,148.59	106,148.59	0.00
Land and Buildings	18,496,080.21	18,986,977.49	490,897.28
Plant and Equipment	1,987,610.88	2,070,260.50	82,649.62
Furniture and Equipment	172,475.58	160,275.03	(12,200.55)
Infrastructure	25,369,332.35	25,470,684.36	101,352.01
Self-Supporting Loan - Non Current	74,124.94	74,124.94	0.00
<b>Total Non-Current Assets</b>	<b>46,205,772.55</b>	<b>46,868,470.91</b>	<b>662,698.36</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(1,000,521.50)	(1,000,521.50)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(30,300.18)	(30,300.18)	0.00
<b>Total Non-Current Liabilities</b>	<b>(1,030,821.68)</b>	<b>(1,030,821.68)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>49,448,393.51</b>	<b>51,317,001.05</b>	<b>1,868,607.54</b>
<b>Equity</b>			
Accumulated Surplus	(36,666,952.94)	(38,506,684.63)	(1,839,731.69)
Reserves - Cash Backed	(2,285,770.33)	(2,314,646.18)	(28,875.85)
Reserve - Revaluations	(10,495,670.24)	(10,495,670.24)	0.00
<b>Total Equity</b>	<b>(49,448,393.51)</b>	<b>(51,317,001.05)</b>	<b>(1,868,607.54)</b>

<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 31 December 2017</b>		
<b>Description</b>	<b>Budget 2017/18</b>	<b>YTD Actual 2017/18</b>
<b>Income</b>		
Rates	2,669,880.00	2,665,340.41
Operating Grants, Subsidies and Contributions	2,271,419.00	645,871.31
Profit On Asset Disposal	12,000.00	7,784.65
Service Charges	0.00	0.00
Fees & Charges	523,761.00	396,289.42
Interest Earnings	103,888.00	64,720.02
Other Revenue	60,500.00	42,279.80
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	1,060,805.00
<b>Total Income by Nature &amp; Type</b>	<b>14,879,636.00</b>	<b>4,883,090.61</b>
<b>Expenditure</b>		
Employee Costs	(2,134,739.00)	(993,928.16)
Materials & Contracts	(1,840,463.00)	(672,348.48)
Utilities	(208,638.00)	(91,549.03)
Depreciation On Non-Current Assets	(1,691,589.00)	(932,089.93)
Interest Expenses	(34,504.00)	(27,985.75)
Insurance Expenses	(168,227.00)	(172,859.31)
Other Expenditure	(81,975.00)	(82,467.71)
Loss On Asset Disposal	(8,000.00)	(163,513.10)
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(6,168,135.00)</b>	<b>(3,136,741.47)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	421,192.00	122,258.40
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>421,192.00</b>	<b>122,258.40</b>
<b>Net Operating by Nature &amp; Type</b>	<b>9,132,693.00</b>	<b>1,868,607.54</b>

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	1,371.98
RR002	Athol Rd (RoadID: 26) (Maintenance)	2,101.22
RR003	Avoca Rd (RoadID: 98) (Maintenance)	476.82
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	678.46
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	2,698.35
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maint.)	2,487.36
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	4,688.92
RR008	Barrington Rd (RoadID: 13) (Maintenance)	3,554.03
RR009	Batemans Rd (RoadID: 78) (Maintenance)	825.71
RR010	Batys Rd (RoadID: 60) (Maintenance)	879.01
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	2,173.18
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	1,340.72
RR013	Beringer Rd (RoadID: 29) (Maintenance)	3,642.84
RR014	Bethany Rd (RoadID: 148) (Maintenance)	1,140.57
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	385.57
RR017	Bremner Rd (RoadID: 6) (Maintenance)	404.56
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	2,050.54
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	4,424.55
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	305.78
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,811.32
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	642.65
RR024	Caudle Rd (RoadID: 140) (Maintenance)	1,802.92
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	5,253.52
RR027	Collins Rd (RoadID: 66) (Maintenance)	1,260.63
RR028	Cookes Rd (RoadID: 61) (Maintenance)	508.82
RR029	Corberding Rd (RoadID: 43) (Maintenance)	4,641.84
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	3,387.93
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	5,087.63
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	3,499.90
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	5,133.55
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	3,453.80
RR036	Drapers Rd (RoadID: 79) (Maintenance)	1,933.31
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	694.50
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	19,114.30
RR039	Ewert Rd (RoadID: 27) (Maintenance)	4,110.28

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	280.49
RR041	Fishers Rd (RoadID: 75) (Maintenance)	544.93
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	3,577.28
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,503.51
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	0.00
RR045	Heals Rd (RoadID: 95) (Maintenance)	1,986.81
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,424.61
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	1,034.13
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	154.09
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	2,674.20
RR050	Jas Rd (Maintenance)	1,075.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	558.24
RR052	Jones Rd (RoadID: 48) (Maintenance)	2,406.57
RR053	K1 Rd (RoadID: 85) (Maintenance)	1,395.54
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	70.04
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	2,954.82
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,694.16
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	945.01
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	7,527.55
RR060	Lennard Rd (RoadID: 58) (Maintenance)	2,655.95
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	450.45
RR062	Luptons Rd (RoadID: 22) (Maintenance)	4,368.77
RR063	Maitland Rd (RoadID: 39) (Maintenance)	6,316.72
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	987.57
RR065	Manns Rd (RoadID: 59) (Maintenance)	925.52
RR066	Manuels Rd (RoadID: 37) (Maintenance)	713.47
RR067	Mawson Rd (RoadID: 100) (Maintenance)	8,348.05
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	209.87
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	1,868.32
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	1,154.11
RR073	Mills Rd (RoadID: 80) (Maintenance)	2,671.84
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	8,868.59
RR075	Murrays Rd (RoadID: 71) (Maintenance)	674.95
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,130.74
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	4,236.10
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	1,378.00
RR079	Patten Rd (RoadID: 53) (Maintenance)	3,042.84

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR080	Petchells Rd (RoadID: 38) (Maintenance)	2,315.91
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	338.84
RR082	Pike Rd (RoadID: 45) (Maintenance)	2,195.53
RR083	Potts Rd (RoadID: 14) (Maintenance)	3,368.49
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	3,632.18
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	1,864.10
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	3,536.48
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	2,951.52
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	781.53
RR089	Rogers Rd (RoadID: 62) (Maintenance)	947.72
RR090	Rossi Rd (RoadID: 156) (Maintenance)	434.58
RR091	Rumble Rd (Maintenance)	392.10
RR092	Schillings Rd (RoadID: 65) (Maintenance)	528.25
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	1,235.91
RR095	Simmons Rd (RoadID: 101) (Maintenance)	1,291.35
RR096	Sims Rd (RoadID: 155) (Maintenance)	184.41
RR097	Ski Rd (RoadID: 83) (Maintenance)	5,945.57
RR098	Smith Rd (RoadID: 72) (Maintenance)	939.91
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	12,331.05
RR100	Spavens Rd (RoadID: 44) (Maintenance)	142.80
RR101	Springhill Rd (RoadID: 23) (Maintenance)	2,547.93
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	540.41
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	940.10
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	1,173.22
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	317.56
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	389.29
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	3,067.20
RR109	Walgy Rd (RoadID: 42) (Maintenance)	1,472.80
RR110	Walkers Rd (RoadID: 86) (Maintenance)	123.20
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	3,013.02
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	4,440.29
RR114	Westdale Rd (RoadID: 166) (Maintenance)	8,932.64
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	280.49
RR116	Woods Rd (RoadID: 68) (Maintenance)	610.25
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	1,124.67
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	820.24
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	11,692.51

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	2,844.65
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	23,318.18
RR888	Tree Lopping - Rural Roads (Maintenance)	79,426.82
RR999	Rural Roads Various (Maintenance)	21,517.45
WANDRRA	Disaster Recovery Works	0.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>393,727.06</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	3,484.24
TS002	Bartram St (RoadID: 114) (Maintenance)	1,079.62
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	2,972.58
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)	703.42
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	244.07
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	176.24
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	611.71
TS015	Elizabeth St (RoadID: 131) (Maintenance)	203.87
TS016	Ernest Drv (RoadID: 135) (Maintenance)	329.20
TS017	Forrest St (RoadID: 103) (Maintenance)	827.25
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	519.08
TS021	Hamersley St (RoadID: 130) (Maintenance)	1,323.13
TS022	Harper St (RoadID: 109) (Maintenance)	117.13
TS023	Hope St (RoadID: 115) (Maintenance)	3,362.01
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	70.44
TS026	Hunt Rd (Maintenance)	4,963.21
TS027	Husking St (RoadID: 117) (Maintenance)	191.41
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	616.54
TS030	Langsford St (RoadID: 152) (Maintenance)	58.94

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
TS031	Lennard St (RoadID: 113) (Maintenance)	722.77
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,041.59
TS034	Mcneil St (RoadID: 141) (Maintenance)	71.40
TS035	Monger St (RoadID: 116) (Maintenance)	244.17
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	1,655.65
TS038	Prior Pl (RoadID: 174) (Maintenance)	750.00
TS039	Queen St (RoadID: 110) (Maintenance)	24.31
TS040	Railway Pde (RoadID: 147) (Maintenance)	1,049.87
TS041	Railway St (RoadID: 146) (Maintenance)	0.00
TS042	Richardson St (RoadID: 124) (Maintenance)	237.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	199.26
TS045	Shed St (RoadID: 136) (Maintenance)	58.56
TS046	Short St (RoadID: 121) (Maintenance)	279.55
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	2,126.35
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	6,728.59
TS999	Town Streets Various (Maintenance)	4,591.71
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>41,634.87</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>435,361.93</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 December 2017						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>2316440</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	100,428.32				
	Office Equipment	21,102.98				
	Airfield Emergency	37,730.17				
	Plant	213,152.67				
	Bush Fire Fighters	121,714.27				
	Building	407,310.32				
	Recreation Ground	394,554.45				
	Cropping Committee	383,275.33				
	Avon River Development	24,463.83				
	Annual Leave	131,521.83				
	Community Bus	32,273.00				
	Road Construction	370,447.36				
	Senior Housing	76,671.65	2,314,646.18	3 mths	2.35%	21/03/2018
<b>2902-40204</b>	<b>Online Saver ANZ</b>	128.27	128.27	Ongoing	0.00%	Ongoing
<b>2377812</b>	<b>Term Deposit Bendigo</b>	452,839.87	452,839.87	4 mths	2.35%	4/01/2018
<b>2394281</b>	<b>Term Deposit Bendigo</b>	400,000.00	400,000.00	6 mnths	2.50%	21/03/2018
<b>2407244</b>	<b>Term Deposit Bendigo</b>	400,000.00	400,000.00	5 mnths	2.50%	6/03/2018
<b>2416126</b>	<b>Term Deposit Bendigo</b>	403,409.32	403,409.32	6 mnths	2.50%	13/04/2018
<b>9777-24432</b>	<b>Term Deposit ANZ</b>	500,000.00	500,000.00	5 mnths	2.35%	5/02/2018
<b>9778-24193</b>	<b>Term Deposit ANZ</b>	400,000.00	400,000.00	4 mnths	2.35%	22/01/2018
	<b>Total</b>		<b>4,871,023.64</b>			



**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 January 2018**

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,228,040.00	2,937,636.00	2,949,367.37	11,731.37	Higher Penalty Interest \$9,662 and Instalment Administration Fee \$1,040 received. Less discount on Rates \$7,601 awarded. Ex Gratia Rates (CBH) (\$1,340) and UV Interim Rates variations (\$4,188) lower than expected.
Governance	6,100.00	100.00	11,884.68	11,784.68	CCZ Golf Day Sponsorship and Nomination Fees unbudgeted.
Law, Order & Public Safety	186,149.00	119,697.00	244,850.64	125,153.64	BRMPC Grant funding extended for full year \$124,356 unbudgeted to be offset by BRMPC program expenditure.
Health	100.00	0.00	327.27	327.27	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	63,711.00	65,419.88	1,708.88	
Community Amenities	198,279.00	192,546.00	193,865.18	1,319.18	
Recreation & Culture	2,691,835.00	1,373,580.00	1,375,116.81	1,536.81	
Transport	7,016,564.00	614,594.00	567,817.88	(46,776.12)	Allocated MRWA Direct Grant funding (\$46,842) cut from State Budget.
Economic Activities	81,500.00	63,374.00	81,249.36	17,875.36	Caravan Park charges \$12,377, Tourism Brochure & RV Site Contributions \$3,333 and Blarney Advertising Sales \$1,331 greater than anticipated.
Other Property & Services	43,100.00	32,745.00	44,922.55	12,177.55	Vehicle licencing reimbursement \$13,372 due to reversal of concession cuts.
<b>Total Operating Revenue</b>	<b>14,855,570.00</b>	<b>5,397,983.00</b>	<b>5,534,821.62</b>	<b>136,838.62</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(179,989.00)	(73,705.00)	(72,296.19)	1,408.81	
Governance	(249,780.00)	(144,495.00)	(139,626.06)	4,868.94	
Law, Order & Public Safety	(448,152.00)	(235,001.00)	(263,943.60)	(28,942.60)	BRMPC expenses (\$29,620) greater than anticipated offset by increase in grant funding and Fire Break Compliance (\$3,683) greater than anticipated. Depreciation charge \$6,130 lower than anticipated YTD.
Health	(148,255.00)	(76,491.00)	(74,168.95)	2,322.05	
Education & Welfare	(78,374.00)	(34,586.00)	(32,124.00)	2,462.00	
Housing	(257,109.00)	(172,592.00)	(171,997.98)	594.02	
Community Amenities	(623,763.00)	(293,960.00)	(287,357.34)	6,602.66	
Recreation & Culture	(1,043,277.00)	(618,280.00)	(682,479.33)	(64,199.33)	Public Halls (\$5,530), Swimming Pool (\$29,810) and Other Recreation (\$30,097) depreciation expense greater than anticipated YTD.
Transport	(2,183,986.00)	(1,178,091.00)	(1,177,366.82)	724.18	
Economic Activities	(494,577.00)	(204,556.00)	(367,952.36)	(163,396.36)	Write Off of Aeronautical Museum asset following demolition (\$159,328) non-cash unbudgeted.
Other Property & Services	(15,615.00)	(10,613.00)	(107,166.59)	(96,553.59)	POC & PWOH allocation variations.
<b>Total Operating Expenditure</b>	<b>(5,722,877.00)</b>	<b>(3,042,370.00)</b>	<b>(3,376,479.22)</b>	<b>(334,109.22)</b>	
<b>Net Operating</b>	<b>9,132,693.00</b>	<b>2,355,613.00</b>	<b>2,158,342.40</b>	<b>(197,270.60)</b>	
<b>Capital Income</b>					
Self-Supporting Loan - Principal Repayment	14,411.00	7,096.00	7,096.42	0.42	
Proceeds from Sale of Assets	211,000.00	211,000.00	211,636.36	636.36	
<b>Total Capital Income</b>	<b>225,411.00</b>	<b>218,096.00</b>	<b>218,732.78</b>	<b>636.78</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 January 2018**

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(6,529,594.00)	(1,431,594.00)	(1,454,430.84)	(22,836.84)	Unit 5 Hunt Road Village Refurb (\$8,978), Hunt Road Village Fence replacement (\$3,723), Med Centre Wait Room (\$1,815) and Crib Room Refurb (\$1,276) over Budget due to staff hours allocated to works. Swimming Pool bowl paint (\$9,700) over Budget due to additional joint repair. Purchase of Anglo Estate blocks (\$2,196) unbudgeted. Rec Ground Car Park Lighting \$1,860, 58 John St AC install \$2,091 and Bus Stop Lighting \$1,866 under budget.
Plant and Equipment	(531,000.00)	(466,000.00)	(466,532.17)	(532.17)	Savings on purchase of CEO \$5,726 and BRMPC \$5,009 vehicles. Purchase of new automatic Swimming Pool Cleaner (\$2,100) and Machinery Hoist (\$9,167) unbudgeted.
Office Furniture and Equipment	(55,500.00)	(10,000.00)	(7,836.36)	2,163.64	
Road Construction	(3,700,515.00)	(751,844.00)	(849,337.59)	(97,493.59)	Kokeby East Rd Widen Shoulders (\$69,610) and Westdale Rd Reconstruct and Seal (\$25,219) job cost over budget.
Other Infrastructure	(4,343,000.00)	(78,000.00)	(80,128.89)	(2,128.89)	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	(44,042.00)	(44,040.97)	1.03	
<b>Total Capital Expenditure</b>	<b>(15,228,818.00)</b>	<b>(2,781,480.00)</b>	<b>(2,902,306.82)</b>	<b>(120,826.82)</b>	
<b>Net Capital</b>	<b>(15,003,407.00)</b>	<b>(2,563,384.00)</b>	<b>(2,683,574.04)</b>	<b>(120,190.04)</b>	
<b>Adjustments</b>					
Depreciation Written Back	1,691,589.00	1,013,732.00	1,089,732.51	76,000.51	Depreciation expensed greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	2,893.64	2,893.64	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(4,000.00)	(4,000.00)	155,728.45	159,728.45	Write Off of Aeronautical Museum following demolition \$159,328 non-cash unbudgeted.
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	390,448.00	(28,876.00)	(28,875.85)	0.15	
New Loan Funds	1,521,151.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	2,271,526.00	2,271,526.00	2,271,526.49	0.49	
<b>Total Adjustments</b>	<b>5,870,714.00</b>	<b>3,252,382.00</b>	<b>3,491,005.24</b>	<b>238,623.24</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>3,044,611.00</b>	<b>2,965,773.60</b>	<b>(78,837.40)</b>	

<b>SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 January 2018</b>	
<b>Description</b>	<b>YTD Actual 2017/18</b>
<b>Current Assets</b>	
Cash at Bank	600,154.87
Cash - Unrestricted Investments	2,563,102.09
Cash - Restricted Reserves	2,314,646.18
Cash on Hand	300.00
Accounts Receivable	714,418.92
Self-Supporting Loan - Current	7,314.99
Inventory - Fuel	10,918.40
<b>Total Current Assets</b>	<b>6,210,855.45</b>
<b>Current Liabilities</b>	
Accounts Payable	(670,346.65)
Loan Liability - Current	(25,168.11)
Annual Leave Liability - Current	(175,992.28)
Long Service Leave Liability - Current	(140,242.31)
Doubtful Debts	(168,489.59)
<b>Total Current Liabilities</b>	<b>(1,180,238.94)</b>
<b>Adjustments</b>	
Less Restricted Reserves	(2,314,646.18)
Less Self-Supporting Loan Income	(7,314.99)
Add Leave Reserves - Cash Backed	231,950.15
Add Loan Principal Expense	25,168.11
<b>Total Adjustments</b>	<b>(2,064,842.91)</b>
<b>NET CURRENT ASSETS</b>	<b>2,965,773.60</b>

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDING  
31 January 2018**

Description	Actual 2016/17	YTD Actual 2017/18	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	4,705,857.09	5,478,203.14	772,346.05
Accounts Receivable	618,061.15	714,418.92	96,357.77
Self-Supporting Loan - Current	14,411.41	7,314.99	(7,096.42)
Inventory	13,591.69	10,918.40	(2,673.29)
<b>Total Current Assets</b>	<b>5,351,921.34</b>	<b>6,210,855.45</b>	<b>858,934.11</b>
<b>Current Liabilities</b>			
Accounts Payable	(524,545.44)	(670,346.65)	(145,801.21)
Loan Liability - Current	(69,209.08)	(25,168.11)	44,040.97
Annual Leave Liability - Current	(175,992.28)	(175,992.28)	0.00
Long Service Leave Liability - Current	(140,242.31)	(140,242.31)	0.00
Doubtful Debts	(168,489.59)	(168,489.59)	0.00
<b>Total Current Liabilities</b>	<b>(1,078,478.70)</b>	<b>(1,180,238.94)</b>	<b>(101,760.24)</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	106,148.59	106,148.59	0.00
Land and Buildings	18,496,080.21	19,401,509.38	905,429.17
Plant and Equipment	1,987,610.88	2,053,329.42	65,718.54
Furniture and Equipment	172,475.58	157,487.81	(14,987.77)
Infrastructure	25,369,332.35	25,814,340.94	445,008.59
Self-Supporting Loan - Non Current	74,124.94	74,124.94	0.00
<b>Total Non-Current Assets</b>	<b>46,205,772.55</b>	<b>47,606,941.08</b>	<b>1,401,168.53</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(1,000,521.50)	(1,000,521.50)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(30,300.18)	(30,300.18)	0.00
<b>Total Non-Current Liabilities</b>	<b>(1,030,821.68)</b>	<b>(1,030,821.68)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>49,448,393.51</b>	<b>51,606,735.91</b>	<b>2,158,342.40</b>
<b>Equity</b>			
Accumulated Surplus	(36,666,952.94)	(38,796,419.49)	(2,129,466.55)
Reserves - Cash Backed	(2,285,770.33)	(2,314,646.18)	(28,875.85)
Reserve - Revaluations	(10,495,670.24)	(10,495,670.24)	0.00
<b>Total Equity</b>	<b>(49,448,393.51)</b>	<b>(51,606,735.91)</b>	<b>(2,158,342.40)</b>

<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 31 January 2018</b>		
<b>Description</b>	<b>Budget 2017/18</b>	<b>YTD Actual 2017/18</b>
<b>Income</b>		
Rates	2,669,880.00	2,665,340.41
Operating Grants, Subsidies and Contributions	2,271,419.00	687,988.07
Profit On Asset Disposal	12,000.00	7,784.65
Service Charges	0.00	0.00
Fees & Charges	523,761.00	423,931.24
Interest Earnings	103,888.00	79,162.11
Other Revenue	60,500.00	46,978.54
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	1,634,712.94
<b>Total Income by Nature &amp; Type</b>	<b>14,879,636.00</b>	<b>5,545,897.96</b>
<b>Expenditure</b>		
Employee Costs	(2,134,739.00)	(1,151,809.25)
Materials & Contracts	(1,840,463.00)	(717,557.34)
Utilities	(208,638.00)	(107,816.78)
Depreciation On Non-Current Assets	(1,691,589.00)	(1,089,732.51)
Interest Expenses	(34,504.00)	(28,174.68)
Insurance Expenses	(168,227.00)	(172,961.47)
Other Expenditure	(81,975.00)	(84,954.62)
Loss On Asset Disposal	(8,000.00)	(163,513.10)
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(6,168,135.00)</b>	<b>(3,516,519.75)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	421,192.00	128,964.19
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>421,192.00</b>	<b>128,964.19</b>
<b>Net Operating by Nature &amp; Type</b>	<b>9,132,693.00</b>	<b>2,158,342.40</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 January 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	1,371.98
RR002	Athol Rd (RoadID: 26) (Maintenance)	2,101.22
RR003	Avoca Rd (RoadID: 98) (Maintenance)	476.82
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	678.46
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	2,698.35
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	2,487.36
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	9,317.99
RR008	Barrington Rd (RoadID: 13) (Maintenance)	4,294.08
RR009	Batemans Rd (RoadID: 78) (Maintenance)	825.71
RR010	Batys Rd (RoadID: 60) (Maintenance)	879.01
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	2,173.18
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	1,340.72
RR013	Beringer Rd (RoadID: 29) (Maintenance)	4,105.10
RR014	Bethany Rd (RoadID: 148) (Maintenance)	1,607.39
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	385.57
RR017	Bremner Rd (RoadID: 6) (Maintenance)	761.70
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	2,050.54
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	4,424.55
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	305.78
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,811.32
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	642.65
RR024	Caudle Rd (RoadID: 140) (Maintenance)	1,802.92
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	5,253.52
RR027	Collins Rd (RoadID: 66) (Maintenance)	1,260.63
RR028	Cookes Rd (RoadID: 61) (Maintenance)	508.82
RR029	Corberding Rd (RoadID: 43) (Maintenance)	5,550.44
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	3,387.93
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	5,087.63
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	3,499.90
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	5,133.55
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	3,453.80
RR036	Drapers Rd (RoadID: 79) (Maintenance)	1,933.31
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	694.50
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	19,114.30
RR039	Ewert Rd (RoadID: 27) (Maintenance)	4,110.28

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 January 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	280.49
RR041	Fishers Rd (RoadID: 75) (Maintenance)	544.93
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	3,577.28
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,503.51
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	0.00
RR045	Heals Rd (RoadID: 95) (Maintenance)	1,986.81
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,424.61
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	1,034.13
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	154.09
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	2,674.20
RR050	Jas Rd (Maintenance)	1,075.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	558.24
RR052	Jones Rd (RoadID: 48) (Maintenance)	2,406.57
RR053	K1 Rd (RoadID: 85) (Maintenance)	4,536.44
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	70.04
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	2,954.82
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,694.16
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	1,289.16
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	7,527.55
RR060	Lennard Rd (RoadID: 58) (Maintenance)	2,655.95
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	450.45
RR062	Luptons Rd (RoadID: 22) (Maintenance)	4,368.77
RR063	Maitland Rd (RoadID: 39) (Maintenance)	6,410.24
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	987.57
RR065	Manns Rd (RoadID: 59) (Maintenance)	925.52
RR066	Manuels Rd (RoadID: 37) (Maintenance)	713.47
RR067	Mawson Rd (RoadID: 100) (Maintenance)	8,348.05
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	209.87
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	1,868.32
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	1,154.11
RR073	Mills Rd (RoadID: 80) (Maintenance)	2,671.84
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	8,868.59
RR075	Murrays Rd (RoadID: 71) (Maintenance)	674.95
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,130.74
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	4,236.10
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	1,378.00
RR079	Patten Rd (RoadID: 53) (Maintenance)	3,042.84

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
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31 January 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR080	Petchells Rd (RoadID: 38) (Maintenance)	2,315.91
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	338.84
RR082	Pike Rd (RoadID: 45) (Maintenance)	2,195.53
RR083	Potts Rd (RoadID: 14) (Maintenance)	3,368.49
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	3,632.18
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	2,296.02
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	3,536.48
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	3,248.84
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	781.53
RR089	Rogers Rd (RoadID: 62) (Maintenance)	947.72
RR090	Rossi Rd (RoadID: 156) (Maintenance)	434.58
RR091	Rumble Rd (Maintenance)	392.10
RR092	Schillings Rd (RoadID: 65) (Maintenance)	528.25
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	1,235.91
RR095	Simmons Rd (RoadID: 101) (Maintenance)	1,291.35
RR096	Sims Rd (RoadID: 155) (Maintenance)	184.41
RR097	Ski Rd (RoadID: 83) (Maintenance)	5,945.57
RR098	Smith Rd (RoadID: 72) (Maintenance)	939.91
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	12,331.05
RR100	Spavens Rd (RoadID: 44) (Maintenance)	142.80
RR101	Springhill Rd (RoadID: 23) (Maintenance)	2,547.93
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	540.41
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	940.10
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	513.68
RR105	Thomas Rd (RoadID: 31) (Maintenance)	1,173.22
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	317.56
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	389.29
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	3,067.20
RR109	Walgy Rd (RoadID: 42) (Maintenance)	1,472.80
RR110	Walkers Rd (RoadID: 86) (Maintenance)	123.20
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	3,013.02
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	4,440.29
RR114	Westdale Rd (RoadID: 166) (Maintenance)	8,955.30
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	280.49
RR116	Woods Rd (RoadID: 68) (Maintenance)	610.25
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	1,124.67
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	820.24
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	12,769.81



**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 January 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	2,844.65
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	23,318.18
RR888	Tree Lopping - Rural Roads (Maintenance)	80,564.91
RR999	Rural Roads Various (Maintenance)	43,753.64
WANDRRA	Disaster Recovery Works	2,265.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>432,851.73</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	3,484.24
TS002	Bartram St (RoadID: 114) (Maintenance)	1,079.62
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	2,972.58
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)	1,302.23
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	244.07
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	176.24
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	611.71
TS015	Elizabeth St (RoadID: 131) (Maintenance)	203.87
TS016	Ernest Drv (RoadID: 135) (Maintenance)	329.20
TS017	Forrest St (RoadID: 103) (Maintenance)	1,199.48
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	519.08
TS021	Hamersley St (RoadID: 130) (Maintenance)	1,323.13
TS022	Harper St (RoadID: 109) (Maintenance)	117.13
TS023	Hope St (RoadID: 115) (Maintenance)	3,362.01
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	70.44
TS026	Hunt Rd (Maintenance)	4,963.21
TS027	Husking St (RoadID: 117) (Maintenance)	191.41
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	616.54
TS030	Langsford St (RoadID: 152) (Maintenance)	58.94

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 January 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
TS031	Lennard St (RoadID: 113) (Maintenance)	722.77
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,041.59
TS034	Mcneil St (RoadID: 141) (Maintenance)	71.40
TS035	Monger St (RoadID: 116) (Maintenance)	244.17
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	1,772.39
TS038	Prior Pl (RoadID: 174) (Maintenance)	750.00
TS039	Queen St (RoadID: 110) (Maintenance)	24.31
TS040	Railway Pde (RoadID: 147) (Maintenance)	1,049.87
TS041	Railway St (RoadID: 146) (Maintenance)	0.00
TS042	Richardson St (RoadID: 124) (Maintenance)	237.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	199.26
TS045	Shed St (RoadID: 136) (Maintenance)	58.56
TS046	Short St (RoadID: 121) (Maintenance)	279.55
TS047	Smith St (RoadID: 108) (Maintenance)	499.95
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	2,554.78
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	6,914.97
TS999	Town Streets Various (Maintenance)	5,871.99
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>45,117.69</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>477,969.42</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 January 2018						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>2316440</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	100,428.32				
	Office Equipment	21,102.98				
	Airfield Emergency	37,730.17				
	Plant	213,152.67				
	Bush Fire Fighters	121,714.27				
	Building	407,310.32				
	Recreation Ground	394,554.45				
	Cropping Committee	383,275.33				
	Avon River Development	24,463.83				
	Annual Leave	131,521.83				
	Community Bus	32,273.00				
	Road Construction	370,447.36				
	Senior Housing	76,671.65	2,314,646.18	3 mths	2.35%	21/03/2018
<b>2902-40204</b>	<b>Online Saver ANZ</b>	128.27	128.27	Ongoing	0.00%	Ongoing
<b>2493762</b>	<b>Term Deposit Bendigo</b>	456,396.83	456,396.83	4 mths	2.40%	4/05/2018
<b>2394281</b>	<b>Term Deposit Bendigo</b>	400,000.00	400,000.00	6 mnths	2.50%	21/03/2018
<b>2407244</b>	<b>Term Deposit Bendigo</b>	400,000.00	400,000.00	5 mnths	2.50%	6/03/2018
<b>2416126</b>	<b>Term Deposit Bendigo</b>	403,409.32	403,409.32	6 mnths	2.50%	13/04/2018
<b>9777-24432</b>	<b>Term Deposit ANZ</b>	500,000.00	500,000.00	5 mnths	2.35%	5/02/2018
<b>9778-24193</b>	<b>Term Deposit ANZ</b>	403,167.67	403,167.67	4 mnths	2.30%	22/05/2018
	<b>Total</b>		<b>4,877,748.27</b>			

## **11.2 Accounts Paid by Authority**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 16 February 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** December 2017 and January 2018 – List of Accounts

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the months of December 2017 and January 2018.

### **COMMENT**

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

### **STATUTORY ENVIRONMENT**

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

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

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

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

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

**FINANCIAL IMPLICATIONS**

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

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

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

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M14/0218**

**Moved Cr Pepper**

**Seconded Cr Seed**

**That the List of Accounts as presented (DEC 17 & JAN 18), be received:**

**December 2017:**

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

**Cheque vouchers**

15 December 17	1632-1632	(1)	\$ 2,021.38	(authorised by DCEO S Marshall and Cr D Ridgway)
20 December 17	1633-1633	(1)	\$ 12,346.90	(authorised by CEO S Gollan and Cr D Davis)
22 December 17	1634-1634	(1)	\$ 4,071.05	(authorised by CEO S Gollan and DCEO S Marshall)
<b>Total of cheque vouchers for December 2017 incl</b>			<b>\$</b>	<b>18,439.33</b>

**previously paid**

**EFT vouchers**

04 December 17	EFT 3029-3029	(1)	\$ 8,525.00	(authorised by CEO S Gollan and DCEO S Marshall)
05 December 17	EFT 3032-3060	(29)	\$ 115,449.27	(authorised by CEO S Gollan and DCEO S Marshall)
06 December 17	EFT 3062-3063	(2)	\$ 510.25	(authorised by CEO S Gollan and DCEO S Marshall)
13 December 17	1-40	(40)	\$ 56,022.05	(authorised by CEO S Gollan and Cr D Davis)
13 December 17	EFT 3064-3065	(2)	\$ 5,209.35	(authorised by CEO S Gollan and Cr D Davis)
15 December 17	EFT 3067-3068	(2)	\$ 986.30	(authorised by DCEO S Marshall and Cr D Ridgway)
20 December 17	EFT 3069-3072	(4)	\$ 31,132.62	(authorised by CEO S Gollan and Cr D Davis)
22 December 17	EFT 3073-3130	(58)	\$ 238,722.28	(authorised by CEO S Gollan and DCEO S Marshall)
28 December 17	1-40	(40)	\$ 52,964.35	(authorised by CEO S Gollan and DCEO S Marshall)
<b>Total of EFT vouchers for December 2017 incl</b>			<b>\$</b>	<b>509,521.47</b>

**previously paid.**

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

**Cheque vouchers**

04 December 17	1495-1495	(1)	\$ 80.00	(authorised by CEO S Gollan and DCEO S Marshall)
15 December 17	1496-1496	(1)	\$ 484.00	(authorised by DCEO S Marshall and Cr D Ridgway)

**Total of cheque vouchers for December 2017 incl** **\$ 564.00**  
**previously paid.**

**EFT vouchers**

04 December 17	EFT 3030-3030	(1)	\$ 5,994.00	(authorised by CEO S Gollan and DCEO S Marshall)
<b>Total of EFT vouchers for December 2017 incl</b>			<b>\$</b>	<b>5,994.00</b>

**previously paid.**

**(3) Direct Debit Payments totalling** **\$ 83,085.94** **previously paid.**

**(4) Credit Card Payments totalling** **\$ 3,817.90** **previously paid.**

**January 2018**

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

**Cheque vouchers**

15 January 18	1635-1635	(1)	\$ 2,053.52	(authorised by DCEO S Marshall and Cr D Davis)
18 January 18	1636-1638	(3)	\$ 40,231.27	(authorised by DCEO S Marshall and Cr P Gogol)
23 January 18	1639-1639	(1)	\$ 271.40	(authorised by DCEO S Marshall and Cr D White)
31 January 18	1640-1640	(1)	\$ 396.56	(authorised by CEO S Gollan and Cr D White)
<b>Total of cheque vouchers for January 2018 incl</b>			<b>\$ 42,952.75</b>	<b>previously paid</b>

**EFT vouchers**

04 January 18	EFT 3132-3150	(19)	\$ 279,836.87	(authorised by CEO S Gollan and DCEO S Marshall)
11 January 18	EFT 1-39	(39)	\$ 53,748.09	(authorised by DCEO S Marshall and Cr D White)
12 January 18	EFT 3153-3173	(21)	\$ 86,618.19	(authorised by DCEO S Marshall and Cr D Brown)
18 January 18	EFT 3175-3189	(15)	\$ 20,702.04	(authorised by DCEO S Marshall and Cr P Gogol)
23 January 18	EFT 3190-3209	(20)	\$ 62,960.44	(authorised by DCEO S Marshall and Cr D White)
25 January 18	EFT 1-40	(40)	\$ 55,392.21	(authorised by Cr D Davis and Cr P Gogol)
31 January 18	EFT 3210-3223	(14)	\$ 345,404.44	(authorised by CEO S Gollan and Cr D White)
<b>Total of EFT vouchers for January 2018 incl</b>			<b>\$ 904,662.28</b>	<b>previously paid.</b>

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

**Cheque vouchers**

Nil vouchers

**Total of cheque vouchers for January 2018 incl \$ 0.00 previously paid.**

**EFT vouchers**

12 January 18	EFT 3152-3152	(1)	\$ 200.00	(authorised by DCEO S Marshall and Cr D Brown)
<b>Total of EFT vouchers for January 2018 incl</b>			<b>\$ 200.00</b>	<b>previously paid.</b>

**(3) Direct Debit Payments totalling \$ 68,607.15 previously paid.**

**(4) Credit Card Payments totalling \$ 947.11 previously paid.**

**CARRIED 8/0**

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
Cheque #	1632	15-Dec-2017	Telstra	2017-12 Dec Telephone Accounts	(2,021.38)	(2,021.38)
Cheque #	1633	20-Dec-2017	Water Corporation	2017-12 Dec Water Accounts	(12,346.90)	(12,346.90)
Cheque #	1634	22-Dec-2017	Synergy	Street Lights, Swim Pool & Rec Centre: Power to Nov & Dec 17	(4,071.05)	(4,071.05)
EFT Pymt	EFT 3029	04-Dec-2017	Fire Mitigation Services Pty Ltd (FMS)	Prevention Work: Avon River	(8,525.00)	(8,525.00)
EFT Pymt	EFT 3032	05-Dec-2017	Avon Valley Windscreens	Various vehicles: Windscreen replacement	(1,029.00)	
EFT Pymt	EFT 3033	05-Dec-2017	Avon Waste	1,975 Bin Collection FE 10 Nov 17 inc Recycling Bins & 1 x Recycling Collection	(8,704.54)	
EFT Pymt	EFT 3034	05-Dec-2017	BOC Limited	Swim Pool: Oxygen Medical C size	(23.25)	
EFT Pymt	EFT 3035	05-Dec-2017	BSL - Building Commission	Nov 17 Collections x 4 (Lics 17/18: 16, 17, 19, 20)	(226.60)	
EFT Pymt	EFT 3036	05-Dec-2017	Beverley Electrical Services (BES)	50 Dawson St: Electrical Works	(167.20)	
EFT Pymt	EFT 3037	05-Dec-2017	Beverley Gas & Plumbing	Unit 7 Hunt Rd Village: Sewer Drain Blockage	(1,424.50)	
EFT Pymt	EFT 3038	05-Dec-2017	CAS - Contract Aquatic Services	Various: 2 of 5 install of Contract Man for 17/18; Chemicals; Equipment	(18,309.50)	
EFT Pymt	EFT 3039	05-Dec-2017	Country Copiers Northam	iRA C2030 Copier - Reading: 30 Aug - 16 Nov 2017	(1,709.10)	
EFT Pymt	EFT 3040	05-Dec-2017	Countryside Pest Control	Various Bldgs: Termite Inspections	(5,478.00)	
EFT Pymt	EFT 3041	05-Dec-2017	Eastern Hills Saws & Mowers	Sundry Plant (PSP99): Parts	(60.00)	
EFT Pymt	EFT 3042	05-Dec-2017	Fitz Gerald Strategies	Professional services re staff performance reviews - 17 Nov 2017	(2,687.64)	
EFT Pymt	EFT 3043	05-Dec-2017	Fleet Commercial Gymnasiums P/L	Gym: Equipment parts	(110.00)	
EFT Pymt	EFT 3044	05-Dec-2017	Flys 'R' Gone	Various Bldgs: Fumigation for flies, spiders, cockroaches etc	(3,531.00)	
EFT Pymt	EFT 3045	05-Dec-2017	Forsica Solutions P/L	Bev Cornerstone Project: Architectural 3D model, video etc	(2,750.00)	
EFT Pymt	EFT 3046	05-Dec-2017	Game On Contracting	RRG1801 (Westdale Rd): Water Carting	(13,777.50)	
EFT Pymt	EFT 3047	05-Dec-2017	Hitachi Construction Machinery	BE001 (PGRD04): 2,000hr service	(3,142.46)	
EFT Pymt	EFT 3048	05-Dec-2017	JR & A Hersey P/L	Various: Supplies	(675.62)	
EFT Pymt	EFT 3049	05-Dec-2017	Jason Signmakers	Bev Cornerstone Project: Signage re funding of same	(600.22)	
EFT Pymt	EFT 3050	05-Dec-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 3051	05-Dec-2017	Limitless Promotions	200 x Dog Strap Tags - Lifetime	(169.00)	



TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3052	05-Dec-2017	Michael Wilson	2017-12 Dec: Photocopying & Delivery of the Blarney	(250.00)	
EFT Pymt	EFT 3053	05-Dec-2017	RA-AN Enterprises	MUN1813 (Kokeby East Rd): Gravel pushing	(12,584.00)	
EFT Pymt	EFT 3054	05-Dec-2017	Remote Industrial Training Services P/L	Various vehicles: Fire extinguishers	(132.00)	
EFT Pymt	EFT 3055	05-Dec-2017	Screaighs (Transport)	Swim pool: Nov 17 - Freight on gas cylinders	(176.00)	
EFT Pymt	EFT 3056	05-Dec-2017	Toll Ipec P/L (Courier Aust)	Freight Charges :15 -16 Nov 2017	(111.55)	
EFT Pymt	EFT 3057	05-Dec-2017	WA Contract Ranger Services	Ranger Services: 08 - 24 Nov 2017	(911.62)	
EFT Pymt	EFT 3058	05-Dec-2017	WA Treasury Corporation	Loan 112 (Frail Aged Lodge): DEB 38 of 39 payments - Dec 17	(3,297.97)	
EFT Pymt	EFT 3059	05-Dec-2017	Wetdeck Pools	Swim Pool (Asset 11038): Painting of bowl and partial rebuild	(32,670.00)	
EFT Pymt	EFT 3060	05-Dec-2017	York Paving Services	Vincent St Footpaths - Paving Repairs	(700.00)	(115,449.27)
EFT Pymt	EFT 3062	06-Dec-2017	Acorn Metal Products	AS12000 (LBN 1805) - Solar Panel Cover: 50% deposit	(470.25)	
EFT Pymt	EFT 3063	06-Dec-2017	Malcolm Kehlet	Reimbursement - Work Supervisors Workshop Part 2, 28 - 29 Nov 2017	(40.00)	(510.25)
EFT Pymt	EFT 3064	13-Dec-2017	BDF - Beverley Dome Fuel & Hire	4,010 L Diesel @ \$1.2759/L inc	(5,116.35)	
EFT Pymt	EFT 3065	13-Dec-2017	Natalie Ashworth	Reimbursement: 2017 Christmas Hamper Supplies	(93.00)	(5,209.35)
EFT Pymt	EFT 3067	15-Dec-2017	Acorn Metal Products	AS12000 (LBN 1805) - Solar Panel Cover: Final payment	(470.25)	
EFT Pymt	EFT 3068	15-Dec-2017	Australia Post	Nov 2017 Postage	(516.05)	(986.30)
EFT Pymt	EFT 3069	20-Dec-2017	Avon Express	Freight Charges: Nov 2017	(528.00)	
EFT Pymt	EFT 3070	20-Dec-2017	Dallcon Concrete Pty Ltd	WANDRRA - AGRN 743 (Job 560): Concrete piping	(13,296.80)	
EFT Pymt	EFT 3071	20-Dec-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 3072	20-Dec-2017	WA Treasury Corporation	Loan 117 (Bowling Club Loan): DEB 22 of 30 payments - Dec 17	(17,266.82)	(31,132.62)
EFT Pymt	EFT 3073	22-Dec-2017	AAA Asphalt Surfaces	WANDRRA & Various Rural Rds: Coldmix supplies	(1,958.00)	
EFT Pymt	EFT 3074	22-Dec-2017	ADC Projects	Bev Cornerstone Project: 4th Draw Down & travel	(5,060.00)	
EFT Pymt	EFT 3075	22-Dec-2017	AITC Specialists P/L	2017-11 Nov Fuel Tax Credits	(308.11)	
EFT Pymt	EFT 3076	22-Dec-2017	Arrow Bronze	Niche Wall - Anglican: Double Plaque Plate (Ella M Heedes)	(220.38)	
EFT Pymt	EFT 3077	22-Dec-2017	Autopro Northam	Various vehicles: 7 x UHF CB radios	(1,987.00)	

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3078	22-Dec-2017	Avon Trading Pty Ltd	Nov 2017 Purchases	(1,804.56)	
EFT Pymt	EFT 3079	22-Dec-2017	BCA Consultants (WA) P/L	Bev Cornerstone Project : Contract admin	(550.00)	
EFT Pymt	EFT 3080	22-Dec-2017	BCE Surveying P/L	Asset 12014 (LB1601): Subdivision & Amalgamation: Beverley Cornerstone Project JN: R1340	(660.00)	
EFT Pymt	EFT 3081	22-Dec-2017	BPA Engineering	Asset 12014 (LB1601): Stage 1 & 2 Carpark Design	(3,806.00)	
EFT Pymt	EFT 3082	22-Dec-2017	Beverley CRC (Community Resource Centre)	2017-12 Dec: Blarney Compilation for Production	(1,019.55)	
EFT Pymt	EFT 3083	22-Dec-2017	Beverley Country Kitchen (BCK)	Council Meet - 28 Nov 2017: Lunch for 10	(581.00)	
EFT Pymt	EFT 3084	22-Dec-2017	Beverley Post News and Gifts	Nov 2017 Purchases	(271.39)	
EFT Pymt	EFT 3085	22-Dec-2017	Beverley Supermarket & Liquor (IGA)	Nov 2017 Purchases	(739.21)	
EFT Pymt	EFT 3086	22-Dec-2017	Beverley Tyre Service	BE000 (PUTE06): 2 replacement tyres	(994.00)	
EFT Pymt	EFT 3087	22-Dec-2017	Blackwoods	Various Bldgs: Cleaning Products	(1,526.29)	
EFT Pymt	EFT 3088	22-Dec-2017	C & B Southern Run Transport	AGRN743 & Various Rds: Freight charges re Coldmix	(268.81)	
EFT Pymt	EFT 3089	22-Dec-2017	CAS - Contract Aquatic Services	Various: 3 of 5 install of Contract Man for 17/18; Chemicals	(15,752.00)	
EFT Pymt	EFT 3090	22-Dec-2017	Country Copiers Northam	Copy Charges - iRA 8595: 16 Nov - 14 Dec 2017	(237.39)	
EFT Pymt	EFT 3091	22-Dec-2017	DORMAKABA Australia P/L	Bi Annual Service of Automatic Front Doors	(132.00)	
EFT Pymt	EFT 3092	22-Dec-2017	Daimler Trucks Perth	BEV1 (PCB01): Repairs	(983.25)	
EFT Pymt	EFT 3093	22-Dec-2017	Dawsons Concrete & Reinforcing	Footpath Renewal - John St	(7,216.00)	
EFT Pymt	EFT 3094	22-Dec-2017	Dept of Fire & Emergency Services (DFES)	17/18 ESL (Option B) - 2nd Quarterly Pymt	(32,179.88)	
EFT Pymt	EFT 3095	22-Dec-2017	Filters Plus	BE023 (PTR03): Parts	(2,602.60)	
EFT Pymt	EFT 3096	22-Dec-2017	Fulton Hogan Industries	WANDRRA - AGRN743: Emulsion	(550.00)	
EFT Pymt	EFT 3097	22-Dec-2017	Game On Contracting	MUN1703 (Nicholas St): Cartage of water & gravel	(6,171.00)	
EFT Pymt	EFT 3098	22-Dec-2017	Guildford Garden Machinery	Sundry Plant (PSP99): Supplies	(145.00)	
EFT Pymt	EFT 3099	22-Dec-2017	Halifax Vogel Group P/L (HVG)	Mobile Streetside Dining: Materials	(132.00)	
EFT Pymt	EFT 3100	22-Dec-2017	Hanson Construction Materials Pty Ltd	RRG1801 (Westdale Rd): 176.4T 10mm Washed Granite delivered	(6,737.07)	
EFT Pymt	EFT 3101	22-Dec-2017	Kleenheat Gas	59 Smith St: 2017/18 Cylinder Rental - 2 x 45kg VAP	(75.90)	

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3102	22-Dec-2017	LGPA - Local Government Professionals Aust WA (LGMA)	2017-18 Council Corporate Membership	(1,422.00)	
EFT Pymt	EFT 3103	22-Dec-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 3104	22-Dec-2017	Landgate	Title Search re Lennard Rd Closure (The Barracks Pastoral Co)	(50.60)	
EFT Pymt	EFT 3105	22-Dec-2017	McLeods Barristers and Solicitors	Bev Rec Grnds: Subdivisional Documentation	(424.55)	
EFT Pymt	EFT 3106	22-Dec-2017	MetroCount (Microcom Pty Ltd)	Various rural roads: Supplies	(242.00)	
EFT Pymt	EFT 3107	22-Dec-2017	Officeworks	Nov 17 Stationery Order: A4 & A3 Photocopy paper	(1,566.93)	
EFT Pymt	EFT 3108	22-Dec-2017	PCS - Perfect Computer Solutions	Computer Support (Shire): 07 - 16 Nov 17	(1,657.50)	
EFT Pymt	EFT 3109	22-Dec-2017	Perth Safety Products (PSP) Pty Ltd	WANDRRA - AGRN743: Stock - Guide Posts	(3,025.00)	
EFT Pymt	EFT 3110	22-Dec-2017	QCA - Quick Corporate Australia	Nov 2017 Stationery Order	(794.80)	
EFT Pymt	EFT 3111	22-Dec-2017	RJ Jas - All Mechanical & Electronics (Richard Jas)	Various vehicles: Parts & services	(5,410.77)	
EFT Pymt	EFT 3112	22-Dec-2017	Rylan Concrete	Prior Place, Barnsley St: Kerbing	(3,492.50)	
EFT Pymt	EFT 3113	22-Dec-2017	SWP Australia Pty Ltd	MUN1809 (Mawson Rd): Culvert repair	(1,112.76)	
EFT Pymt	EFT 3114	22-Dec-2017	Shire of Mingenew	LG Professionals Conference 7-10 Nov 17, Dinner	(35.18)	
EFT Pymt	EFT 3115	22-Dec-2017	Shire of Pingelly	1/5 Cost Accom - Mosquito Management Course, 18 - 22 Sep 2017	(158.03)	
EFT Pymt	EFT 3116	22-Dec-2017	Snap Osborne Park	Purchase Order Books: Printing of 6 books	(412.50)	
EFT Pymt	EFT 3117	22-Dec-2017	T-Bone Beverley	2017 Staff Hampers: 34 Meat Vouchers	(1,020.00)	
EFT Pymt	EFT 3118	22-Dec-2017	The Lifting Company (TLC)	Parts & Repairs: Supplies	(181.50)	
EFT Pymt	EFT 3119	22-Dec-2017	The Red Vault	2017 Christmas Party - 15 Dec 17: Catering	(2,140.50)	
EFT Pymt	EFT 3120	22-Dec-2017	The Two J Group P/L	Medical Centre: Install wall at the back of building	(6,160.00)	
EFT Pymt	EFT 3121	22-Dec-2017	Toll Ipec P/L (Courier Aust)	Freight Charges: 20 Nov - 01 Dec 2017	(212.83)	
EFT Pymt	EFT 3122	22-Dec-2017	Traffic Management Plan Services	Various Roads: Traffic control diagrams	(1,347.50)	
EFT Pymt	EFT 3123	22-Dec-2017	Turf Developments (WA) P/L	Rec Ground Oval: Vertidrain	(3,844.50)	
EFT Pymt	EFT 3124	22-Dec-2017	Valley Airconditioning & Refrigeration	Medical Centre: Supply & install Air conditioning	(1,600.00)	
EFT Pymt	EFT 3125	22-Dec-2017	WA Treasury Corporation	Loan 118 (Function & Rec Centre): DEB 09 of 39 payments - Dec 17	(39,629.21)	

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3126	22-Dec-2017	WALGA - WA Loc Gov Assoc	Council Connect - Website Design Refresh	(5,204.00)	
EFT Pymt	EFT 3127	22-Dec-2017	Western Stabilisers Pty Ltd	RRG1801 (Westdale Rd): Cement stabilisation	(61,510.24)	
EFT Pymt	EFT 3128	22-Dec-2017	York Auto Electrics & Airconditioning	BE000 (PUTE06): Repairs	(297.00)	
EFT Pymt	EFT 3129	22-Dec-2017	ZircoData Pty Ltd	2017-11 Nov: Storage of Archives - 141 x A1 boxes	(60.49)	
EFT Pymt	EFT 3130	22-Dec-2017	Zurich Australian Insurance Ltd	Claim 633570404 - Excess fee re BE031	(1,000.00)	(238,722.28)
Direct Debit	DD 1452.1	12-Dec-2017	Superwrap - Personal Super Plan	Superannuation contributions	(925.79)	
Direct Debit	DD 1452.2	12-Dec-2017	WA Super	Payroll deductions	(8,572.61)	
Direct Debit	DD 1452.3	12-Dec-2017	BT Super For Life	Superannuation contributions	(380.88)	
Direct Debit	DD 1452.4	12-Dec-2017	Australian Super	Superannuation contributions	(188.66)	
Direct Debit	DD 1452.5	12-Dec-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(10,269.07)
Direct Debit	DD 1462.1	26-Dec-2017	Superwrap - Personal Super Plan	Superannuation contributions	(840.29)	
Direct Debit	DD 1462.2	26-Dec-2017	WA Super	Payroll deductions	(8,325.46)	
Direct Debit	DD 1462.3	26-Dec-2017	BT Super For Life	Superannuation contributions	(380.88)	
Direct Debit	DD 1462.4	26-Dec-2017	Australian Super	Superannuation contributions	(185.65)	
Direct Debit	DD 1462.5	26-Dec-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(9,933.41)
Direct Debit	28	01-Dec-2017	6 - Westnet Payments	Westnet Payments	(66.00)	(66.00)
Direct Debit	28	04-Dec-2017	7 - CBA Merchant Fee	CBA Merchant Fee	(376.11)	(376.11)
Direct Debit	28	08-Dec-2017	8 - ANZ Transactive Fee	ANZ Transactive Fee	(111.90)	(111.90)
Direct Debit	28	29-Dec-2017	9 - Vodafone Messaging	Vodafone Messaging	(82.50)	(82.50)
Direct Debit	28	01-Dec-2017	3 - Payments for DOT	Payments for DOT	(1,375.20)	
Direct Debit	28	11-Dec-2017	3 - Payments for DOT	Payments for DOT	(1,264.90)	

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
Direct Debit	28	12-Dec-2017	3 - Payments for DOT	Payments for DOT	(1,521.05)	
Direct Debit	28	13-Dec-2017	3 - Payments for DOT	Payments for DOT	(1,505.85)	
Direct Debit	28	14-Dec-2017	3 - Payments for DOT	Payments for DOT	(2,762.20)	
Direct Debit	28	15-Dec-2017	3 - Payments for DOT	Payments for DOT	(2,881.05)	
Direct Debit	28	18-Dec-2017	3 - Payments for DOT	Payments for DOT	(3,313.00)	
Direct Debit	28	19-Dec-2017	3 - Payments for DOT	Payments for DOT	(2,088.10)	
Direct Debit	28	20-Dec-2017	3 - Payments for DOT	Payments for DOT	(7,406.60)	
Direct Debit	28	21-Dec-2017	3 - Payments for DOT	Payments for DOT	(2,500.25)	
Direct Debit	28	22-Dec-2017	3 - Payments for DOT	Payments for DOT	(5,082.50)	
Direct Debit	28	27-Dec-2017	3 - Payments for DOT	Payments for DOT	(13,187.10)	
Direct Debit	28	28-Dec-2017	3 - Payments for DOT	Payments for DOT	(187.55)	
Direct Debit	28	04-Dec-2017	3 - Payments for DOT	Payments for DOT	(1,869.75)	
Direct Debit	28	05-Dec-2017	3 - Payments for DOT	Payments for DOT	(3,434.10)	
Direct Debit	28	06-Dec-2017	3 - Payments for DOT	Payments for DOT	(4,017.55)	
Direct Debit	28	07-Dec-2017	3 - Payments for DOT	Payments for DOT	(3,258.50)	
Direct Debit	28	08-Dec-2017	3 - Payments for DOT	Payments for DOT	(2,305.35)	(59,960.60)
Direct Debit	EFT 3031	01-Dec-2017	Toyota Finance	BRMP Vehicle Loan 3 of 12 Payments (1GIS 085)	(1,381.18)	(1,381.18)
Direct Debit	EFT 3131	29-Dec-2017	Ixom Operations P/L [Chemicals Aust Operations P/L (nee Orica)]	2017-11 Nov: 2 x Chlorine gas 70kg cylinders	(905.17)	(905.17)
Direct Debit	EFT 3066	13-Dec-2017	Credit Card - Shire of Beverley	Nov 2017 Purchases	(3,817.90)	(3,817.90)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(505,878.24)</b>	<b>(505,878.24)</b>

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS	
<b>WAGES &amp; SALARIES</b>							
EFT Pymt		13-Dec-2017	Wages & Salaries	FE - 12 December 2017	(56,022.05)		
EFT Pymt		28-Dec-2017	Wages & Salaries	FE - 26 December 2017	(52,964.35)		
					<b>WAGES &amp; SALARIES</b>	<b>(108,986.40)</b>	<b>(108,986.40)</b>
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>							
					<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>	<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>							
Cheque #	1628	24-Nov-2017	Beverley Medical Practice	Pre Employment Medical : Jacinta Murray	(120.00)		
Cheque #	1631	30-Nov-2017	Synergy	Town Hall: 05 Sep - 13 Nov 17	(1,232.70)		
					<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>	<b>(1,352.70)</b>	<b>(1,352.70)</b>
<b>TRANSFERS to TRUST</b>							
					<b>TRANSFERS to TRUST</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>							
					<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<b>0.00</b>	<b>0.00</b>
<b>INVESTMENTS</b>							
					<b>INVESTMENTS</b>	<b>0.00</b>	<b>0.00</b>
					<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>		<b>(616,217.34)</b>
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>							
Credit card	SO000012 73377	22-Nov-2017	DoT	BE1 (PSDN11) - Retained Plate Fee BE1 -> 1GGY379	45.00		

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
Credit card	BE1/NOV1 7-2	14-Nov-2017	Crown Towers	LG Professionals Conference 07 - 10 Nov 17; CEO S Gollan	16.90	
Credit card	BE1/NOV1 7-1	13-Nov-2017	Wattle Grove Motel	Accomm - Traffic Management Workshop, 30 Oct - 01 Nov 17: K Sartori	25.70	
Credit card	84505/RM 0529	11-Nov-2017	Wattle Grove Motel	Accomm - Traffic Management Workshop, 30 Oct - 01 Nov 17: K Sartori	1,373.30	
Credit card	139480-3	31-Oct-2017	Segals Outdoor Furniture	Tourism - Mobile Streetside Dining: 2 x Cantilever umbrellas 2.5m	98.00	
Credit card	139480-2	31-Oct-2017	Mundaring Hardware	Cylinder purchase, G size - Onegas 52 Argon/Co2 mix & Oxygen	140.00	
Credit card	95828227	02-Nov-2017	ANZ Bank	2018 Annual Card Fees: Shire of Beverley S P Gollan Credit Card	918.00	
Credit card	54066	26-Oct-2017	Tonys Auto Wreckers	BE541 (PUTE09): Parts	1,201.00	
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>					<b>3,817.90</b>	
<b>TRUST ACCOUNT DETAILS</b>						
<b>PAYMENTS RAISED IN CURRENT MONTH</b>						
Cheque #	1495	04-Dec-2017	Thomas Buckland	Refund of 2017 Local Election Nomination Bond	(80.00)	
Cheque #	1496	15-Dec-2017	Albert Johnson	Refund of Housing Bond: Unit 4, Hunt Rd Village; Vacated unit on 23 Nov 2017	(484.00)	
EFT Pymt	EFT 3030	04-Dec-2017	Shire of Beverley	Transfer of 3 of 10 Drawn down, ILU 09 Nov 17	(5,994.00)	
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(6,558.00)</b>	<b>(6,558.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>						
Cheque #	1496	15-Dec-2017	Albert Johnson	Refund of Housing Bond: Unit 4, Hunt Rd Village; Vacated unit on 23 Nov 2017	484.00	
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>					<b>484.00</b>	<b>484.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>0.00</b>	<b>0.00</b>

TYPE	NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
				<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<u>0.00</u>	<u>0.00</u>
				<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>		<u>(6,074.00)</u>
<b>TOTAL EXPENDITURE as reconciled to the DECEMBER 2017 BANK STATEMENTS</b>						
				Municipal Account Expenditure		(616,217.34)
				Trust Account Expenditure		(6,074.00)
				<b>TOTAL EXPENDITURE for DECEMBER 2017</b>		<u><u>(622,291.34)</u></u>



TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
Cheque #	1635	15-Jan-2018	Telstra	2018-01 Jan Telephone Accounts	(2,053.52)	(2,053.52)
Cheque #	1636	18-Jan-2018	ATO - Australian Tax Office	Dec 2017 BAS Obligation	(25,111.00)	
Cheque #	1637	18-Jan-2018	Synergy	Dec 2017 Electricity accounts	(15,079.80)	
Cheque #	1638	18-Jan-2018	Water Corporation	Mens Shed: Sewerage, Water & Fire Service Fees: Jan - Feb 18	(40.47)	(40,231.27)
Cheque #	1639	23-Jan-2018	Synergy	L78 Waterhatch Rd, Council Dam: 14 Nov 17 - 15 Jan 18	(271.40)	(271.40)
Cheque #	1640	31-Jan-2018	Water Corporation	Water use - Balkuling Rd Standpipe: 15 Nov 17 - 18 Jan 18	(396.56)	(396.56)
EFT Pymt	EFT 3132	03-Jan-2018	Avon Waste	1,977 Bin Collection FE 08 Dec 17 inc Recycling Bins & 1 x Recycling Collection	(8,710.98)	
EFT Pymt	EFT 3133	03-Jan-2018	Mr Stefan de Beer	Reimbursement: Nov - Dec 2017 landline and internet costs	(79.17)	
EFT Pymt	EFT 3134	03-Jan-2018	Beverley CRC (Community Resource Centre)	2018-01 Jan: Blarney Compilation for Production	(1,000.00)	
EFT Pymt	EFT 3135	03-Jan-2018	Beverley Country Kitchen (BCK)	Council Meet - 19 Dec 2017: Lunch for 12	(300.00)	
EFT Pymt	EFT 3136	03-Jan-2018	Beverley Gas & Plumbing	Hunt Rd Village - Unit 4: Hot water system	(1,397.55)	
EFT Pymt	EFT 3137	03-Jan-2018	Chemdry Betta Finish	Admin Bldg, Rec Centre: Cleaning carpets & chairs	(2,167.00)	
EFT Pymt	EFT 3138	03-Jan-2018	Correring Pty Ltd	Gravel Royalties: Jul - Dec 2017	(22,552.20)	
EFT Pymt	EFT 3139	03-Jan-2018	EA Strange & Co	Gravel Royalties: Jul - Dec 2017	(3,235.10)	
EFT Pymt	EFT 3140	03-Jan-2018	Hanson Construction Materials Pty Ltd	MUN1703 (Nicholas St): 179.96T x 10mm Washed Granite	(6,778.02)	
EFT Pymt	EFT 3141	03-Jan-2018	JR & A Hersey P/L	WANDRRA - AGRN743: Sandbags	(165.00)	
EFT Pymt	EFT 3142	03-Jan-2018	McLeods Barristers and Solicitors	Bev Rec Grnds: Subdivisional Documentation	(248.16)	
EFT Pymt	EFT 3143	03-Jan-2018	Michael Wilson	2018-01 Jan: Photocopying & Delivery of the Blarney	(250.00)	
EFT Pymt	EFT 3144	03-Jan-2018	PCS - Perfect Computer Solutions	Dec 2017 Fee for Daily Monitoring	(85.00)	
EFT Pymt	EFT 3145	03-Jan-2018	RHG Contractors P/L	Bev Cornerstone Project: 3rd Claim payment	(202,532.04)	
EFT Pymt	EFT 3146	03-Jan-2018	Regional Antennas Plus	Medical Practice: TV connection to Pathology Room	(120.00)	
EFT Pymt	EFT 3147	03-Jan-2018	Shire of Beverley	Bev Cornerstone Project: Retention fee on inv 11019	(19,448.00)	
EFT Pymt	EFT 3148	03-Jan-2018	The Two J Group P/L	Town Hall: Supply & install ceiling at the rear of (outside toilets)	(5,594.60)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3149	03-Jan-2018	Total Eden P/L	Rec Ground Oval: Sprinkler supplies	(1,540.00)	
EFT Pymt	EFT 3150	03-Jan-2018	WA Treasury Corporation	Guarantee Fee on Loans 112, 117, 118, 119 to 31 Dec 2017	(3,634.05)	(279,836.87)
EFT Pymt	EFT 3153	12-Jan-2018	Avon Trading Pty Ltd	2017-12 Dec Purchases	(695.37)	
EFT Pymt	EFT 3154	12-Jan-2018	Avon Valley Tyre Service	BE024 (PUTE01): Puncture	(44.00)	
EFT Pymt	EFT 3155	12-Jan-2018	BDF - Beverley Dome Fuel & Hire	8,007 L Diesel @ \$1.3016/L inc	(10,421.45)	
EFT Pymt	EFT 3156	12-Jan-2018	BSL - Building Commission	Dec 17 Collections x 3 (Lics 17/18: 22, 24, 25)	(616.06)	
EFT Pymt	EFT 3157	12-Jan-2018	Beverley Electrical Services (BES)	Town Hall: Electrical works at rear of Hall (toilet area)	(2,067.29)	
EFT Pymt	EFT 3158	12-Jan-2018	Beverley Farm Services (BFS)	Protective Clothing: Jordell Eades	(189.20)	
EFT Pymt	EFT 3159	12-Jan-2018	Beverley Gas & Plumbing	Hunt Rd Village - U8: Install hot water system	(1,194.05)	
EFT Pymt	EFT 3160	12-Jan-2018	Beverley Medical Practice	Pre-Employment Medical: Jordell Eades	(108.00)	
EFT Pymt	EFT 3161	12-Jan-2018	Beverley Post News and Gifts	Dec 2017 Purchases	(155.12)	
EFT Pymt	EFT 3162	12-Jan-2018	Beverley Supermarket & Liquor (IGA)	Dec 2017 Purchases	(2,817.28)	
EFT Pymt	EFT 3163	12-Jan-2018	Beverley Tyre Service	2017-12 Dec Tyre Purchases	(110.00)	
EFT Pymt	EFT 3164	12-Jan-2018	CTF - Construction Training Fund (BCTIF)	Dec 17 Collections x 2 (Lics 17/18: 22, 24)	(814.75)	
EFT Pymt	EFT 3165	12-Jan-2018	Cr Denise Jo Ridgway	Travel Claim: Oct - Dec 2017	(1,037.40)	
EFT Pymt	EFT 3166	12-Jan-2018	Daimler Trucks Perth	BEV1 (PCB01): Parts	(14.12)	
EFT Pymt	EFT 3167	12-Jan-2018	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 3168	12-Jan-2018	MAL Automotives P/L	BE020 (PUTE10): 30,000 km Service	(302.68)	
EFT Pymt	EFT 3169	12-Jan-2018	Onsite Repairs	BE021 (PLDR01): Service	(1,337.75)	
EFT Pymt	EFT 3170	12-Jan-2018	Red Dust Holdings (RDH)	RFT 560 - AGRN743, Job 560 for minor works carried out 09 - 28 Nov 2017	(60,123.80)	
EFT Pymt	EFT 3171	12-Jan-2018	Toodyay Tyre Service	1GIS 085 (PBRMC3): Tyre replacement	(283.00)	
EFT Pymt	EFT 3172	12-Jan-2018	Unique Strokes WA	Admin Bldg: Painting of Foyer, Reception, Hallway	(2,820.00)	
EFT Pymt	EFT 3173	12-Jan-2018	WA Contract Ranger Services	Ranger Services: 11 - 21 Dec 2017	(1,425.87)	(86,618.19)
EFT Pymt	EFT 3175	18-Jan-2018	AITC Specialists P/L	2017-12 Dec Fuel Tax Credits	(259.60)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3176	18-Jan-2018	Asset Infrastructure Management P/L	Road Inventory: U/ground Stormwater drainage; Parks & Bridges	(7,700.00)	
EFT Pymt	EFT 3177	18-Jan-2018	Australia Post	Dec 2017 Postage	(445.46)	
EFT Pymt	EFT 3178	18-Jan-2018	Avon Valley Tyre Service	BE024 (PUTE01): Puncture	(44.00)	
EFT Pymt	EFT 3179	18-Jan-2018	Avon Waste	1,977 Bin Collection FE 05 Jan 18 inc Recycling Bins & 1 x Recycling Collection	(4,355.49)	
EFT Pymt	EFT 3180	18-Jan-2018	BOC Limited	2017-12 Dec: Cylinder Rental	(5.98)	
EFT Pymt	EFT 3181	18-Jan-2018	Community Matters, The York & Districts	Bushfire Mitigation Inspections: Advertising	(267.00)	
EFT Pymt	EFT 3182	18-Jan-2018	Forsica Solutions P/L	Bev Cornerstone Project: Commercial Office Lease Prospectus	(277.75)	
EFT Pymt	EFT 3183	18-Jan-2018	Household Appliance Parts	Admin Bldg: Supplies	(154.00)	
EFT Pymt	EFT 3184	18-Jan-2018	Landgate	Valuation Fees (Rural UV Interim Shd): 11 Nov - 24 Nov 17 x 2 values	(80.90)	
EFT Pymt	EFT 3185	18-Jan-2018	Midalia Steel Northam	Mobile Streetside Dining: Materials	(172.74)	
EFT Pymt	EFT 3186	18-Jan-2018	Morris Pest & Weed Control P/L	Various Bridges: Inspection & treatment for termites	(5,645.00)	
EFT Pymt	EFT 3187	18-Jan-2018	S & S Morrell	Airfield: Weed spraying	(1,091.79)	
EFT Pymt	EFT 3188	18-Jan-2018	Shannon David Herbert	Rates refund (overpayment) for Ass 1174 - 4637 Talbot West Rd, Beverley 6304	(122.19)	
EFT Pymt	EFT 3189	18-Jan-2018	Stanley Alfred Murray	Rates refund (overpayment) for Ass 1017 - 31 Hunt Rd, Beverley 6304	(80.14)	(20,702.04)
EFT Pymt	EFT 3190	23-Jan-2018	ADC Projects	Bev Cornerstone Project: 5th Draw Down & travel	(5,060.00)	
EFT Pymt	EFT 3191	23-Jan-2018	Asia Pacific Construction Materials P/L (APCM)	WANDRRA - AGRN743: Yenyening Lakes Rd - Materials	(567.60)	
EFT Pymt	EFT 3192	23-Jan-2018	Autopro Northam	BE036 (PLDR03): Parts	(47.26)	
EFT Pymt	EFT 3193	23-Jan-2018	Avon Trading P/L - WANDRRA AGRN 743	WANDRRA - AGRN743: Various Rds - Cement and Concrete	(785.31)	
EFT Pymt	EFT 3194	23-Jan-2018	BGC Quarries	WANDRRA - AGRN743: Various Rds: Materials	(2,527.91)	
EFT Pymt	EFT 3195	23-Jan-2018	Beverley Steel Fabrication (Hydraboom)	BE036 (PLDR03): Parts	(169.04)	
EFT Pymt	EFT 3196	23-Jan-2018	Dept of Planning, Lands & Heritage	Lease M252204: Res Avon 28804, Kokeby East Rd: Jan - Jun 2018	(1,787.50)	
EFT Pymt	EFT 3197	23-Jan-2018	GSA Engineering	Bev Cornerstone - Mechanical Services Consultancy	(1,100.00)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3198	23-Jan-2018	Martin's Trailer Parts	Tourism - Mobile Streetside Dining: Materials	(380.36)	
EFT Pymt	EFT 3199	23-Jan-2018	Megafix Pty Ltd	BE036 (PLDR03): Parts	(11.00)	
EFT Pymt	EFT 3200	23-Jan-2018	National Property Valuers	Valuation L27 Bartram St for pre purchase advice	(1,100.00)	
EFT Pymt	EFT 3201	23-Jan-2018	P & M Automotive Equipment	Asset 32039 (VP1806): 4 post hydraulic hoist	(10,083.70)	
EFT Pymt	EFT 3202	23-Jan-2018	Perth Bouncy Castle Hire	Aust Day Celebrations: Deposit on water slide	(100.00)	
EFT Pymt	EFT 3203	23-Jan-2018	Peta Jean Saunders	Rates refund (amalgamation) for Ass 51678 - L5774 Jacobs Well Rd, East Beverley	(393.16)	
EFT Pymt	EFT 3204	23-Jan-2018	RHG Contractors P/L	Bev Cornerstone Project: 2nd Claim payment (underpaid)	(34,532.21)	
EFT Pymt	EFT 3205	23-Jan-2018	Shire of Beverley	Bev Cornerstone Project: Retention fee on inv 10983 2nd Claim (underpaid)	(3,474.06)	
EFT Pymt	EFT 3206	23-Jan-2018	Simon Marshall	Reimbursement: Read with Speed course, 20 Jan 2018 - UWA Extension	(240.00)	
EFT Pymt	EFT 3207	23-Jan-2018	Toll Ipec P/L (Courier Aust)	Freight Charges: 12 - 21 Dec 2017	(73.34)	
EFT Pymt	EFT 3208	23-Jan-2018	WA Contract Ranger Services	Ranger Services: 05 - 12 Jan 2018	(467.50)	
EFT Pymt	EFT 3209	23-Jan-2018	ZircoData Pty Ltd	2017-12 Dec: Storage of Archives - 141 x A1 boxes	(60.49)	(62,960.44)
EFT Pymt	EFT 3210	31-Jan-2018	Action Laser Cutting	Anglican Niche Wall: Acrylic Lettering & Numbering	(290.91)	
EFT Pymt	EFT 3211	31-Jan-2018	Avon Trading P/L - WANDRRA AGRN 743	WANDRRA -AGRN 743: Morbinning Rd: Supplies	(1,000.00)	
EFT Pymt	EFT 3212	31-Jan-2018	Avon Waste	1,977 Bin Collection FE 19 Jan 18 inc Recycling Bins & 1 x Recycling Collection	(4,355.49)	
EFT Pymt	EFT 3213	31-Jan-2018	BDF - Beverley Dome Fuel & Hire	4,000 L Diesel @ \$1.3049/L inc	(5,219.60)	
EFT Pymt	EFT 3214	31-Jan-2018	Correring Pty Ltd	WANDRRA - AGRN 743: Gravel Royalties for Dec 2017	(5,786.00)	
EFT Pymt	EFT 3215	31-Jan-2018	Game On Contracting	Storm Damage in North East of Shire, 17 -18 Jan 2018: Loader hire	(2,491.50)	
EFT Pymt	EFT 3216	31-Jan-2018	Guildford Garden Machinery	Sundry Plant: Service chainsaw	(248.00)	
EFT Pymt	EFT 3217	31-Jan-2018	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 3218	31-Jan-2018	McLeods Barristers and Solicitors	Bev Cornerstone: Legal advice re subdivision & amalgamation	(4,990.76)	
EFT Pymt	EFT 3219	31-Jan-2018	PCS - Perfect Computer Solutions	Computer Support (Shire): 04 - 19 Jan 18	(340.00)	
EFT Pymt	EFT 3220	31-Jan-2018	Red Dust Holdings (RDH)	RFT 560 - AGRN743, JOB # 560 for MINOR WORKS, carried out in Dec 2017	(320,083.50)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 3221	31-Jan-2018	Stephen Gollan	Reimbursement: 20.21L ULP @ \$1.279/L inc	(25.84)	
EFT Pymt	EFT 3222	31-Jan-2018	Toll Ipec P/L (Courier Aust)	Freight Charges: 15 - 18 Jan 2018	(64.34)	
EFT Pymt	EFT 3223	31-Jan-2018	Waterman Irrigation	Electronic Standpipes: Swipe cards	(467.50)	(345,404.44)
Direct Debit	DD 1481.1	09-Jan-2018	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 1481.2	09-Jan-2018	WA Super	Payroll deductions	(8,308.13)	
Direct Debit	DD 1481.3	09-Jan-2018	BT Super For Life	Superannuation contributions	(380.88)	
Direct Debit	DD 1481.4	09-Jan-2018	Australian Super	Superannuation contributions	(188.21)	
Direct Debit	DD 1481.5	09-Jan-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(9,852.14)
Direct Debit	DD 1502.1	23-Jan-2018	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 1502.2	23-Jan-2018	WA Super	Payroll deductions	(8,664.14)	
Direct Debit	DD 1502.3	23-Jan-2018	BT Super For Life	Superannuation contributions	(380.88)	
Direct Debit	DD 1502.4	23-Jan-2018	Australian Super	Superannuation contributions	(188.66)	
Direct Debit	DD 1502.5	23-Jan-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(10,208.60)
Direct Debit	29	12-Jan-2018	3 - Payments for DOT	Payments for DOT	(1,488.65)	
Direct Debit	29	15-Jan-2018	3 - Payments for DOT	Payments for DOT	(2,359.35)	
Direct Debit	29	16-Jan-2018	3 - Payments for DOT	Payments for DOT	(1,951.05)	
Direct Debit	29	17-Jan-2018	3 - Payments for DOT	Payments for DOT	(160.25)	
Direct Debit	29	18-Jan-2018	3 - Payments for DOT	Payments for DOT	(690.65)	
Direct Debit	29	19-Jan-2018	3 - Payments for DOT	Payments for DOT	(372.10)	
Direct Debit	29	22-Jan-2018	3 - Payments for DOT	Payments for DOT	(3,039.30)	
Direct Debit	29	23-Jan-2018	3 - Payments for DOT	Payments for DOT	(1,404.40)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
Direct Debit	29	24-Jan-2018	3 - Payments for DOT	Payments for DOT	(2,139.70)	
Direct Debit	29	25-Jan-2018	3 - Payments for DOT	Payments for DOT	(2,377.90)	
Direct Debit	29	29-Jan-2018	3 - Payments for DOT	Payments for DOT	(2,239.55)	
Direct Debit	29	30-Jan-2018	3 - Payments for DOT	Payments for DOT	(4,081.35)	
Direct Debit	29	31-Jan-2018	3 - Payments for DOT	Payments for DOT	(4,668.65)	
Direct Debit	29	04-Jan-2018	3 - Payments for DOT	Payments for DOT	(3,905.50)	
Direct Debit	29	05-Jan-2018	3 - Payments for DOT	Payments for DOT	(2,422.50)	
Direct Debit	29	08-Jan-2018	3 - Payments for DOT	Payments for DOT	(5,449.95)	
Direct Debit	29	09-Jan-2018	3 - Payments for DOT	Payments for DOT	(1,847.30)	
Direct Debit	29	10-Jan-2018	3 - Payments for DOT	Payments for DOT	(5,351.05)	
Direct Debit	29	11-Jan-2018	3 - Payments for DOT	Payments for DOT	(723.00)	(46,672.20)
Direct Debit	29	02-Jan-2018	6 - Westnet Payments	Westnet Payments	(66.00)	(66.00)
Direct Debit	29	03-Jan-2018	7 - CBA Merchant Fee	CBA Merchant Fee	(237.76)	(237.76)
Direct Debit	29	09-Jan-2018	8 - ANZ Transactive Fee	ANZ Transactive Fee	(85.20)	(85.20)
Direct Debit	29	31-Jan-2018	9 - Vodafone Messaging	Vodafone Messaging	(82.50)	(82.50)
Direct Debit	EFT 3151	02-Jan-2018	Toyota Finance	Vehicle Loan 4 of 12 Payments (1GIS 085)	(1,381.18)	(1,381.18)
Direct Debit	EFT 3224	31-Jan-2018	Ixom Operations P/L [Chemicals Aust Operations P/L (nee Orica)]	2017-12 Dec: Cylinder Rental	(84.57)	(84.57)
Direct Debit	EFT 3174	15-Jan-2018	Credit Card - Shire of Beverley	Dec 2017 Purchases	(947.11)	(947.11)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(908,091.99)</b>	<b>(908,091.99)</b>

**WAGES & SALARIES**

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt		11-Jan-2018	Wages & Salaries	FE - 9 January 2018	(53,748.09)	
EFT Pymt		25-Jan-2018	Wages & Salaries	FE - 23 January 2018	(55,392.21)	
<b>WAGES &amp; SALARIES</b>					<b>(109,140.30)</b>	<b>(109,140.30)</b>
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>						
Cheque #	1640	31-Jan-2018	Water Corporation	Water use - Balkuling Rd Standpipe: 15 Nov 17 - 18 Jan 18	396.56	
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>					<b>396.56</b>	<b>396.56</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>0.00</b>	<b>0.00</b>
<b>TRANSFERS to TRUST</b>						
<b>TRANSFERS to TRUST</b>					<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					<b>0.00</b>	<b>0.00</b>
<b>INVESTMENTS</b>						
<b>INVESTMENTS</b>					<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>						<b>(1,016,835.73)</b>
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>						
Credit card	SAIG1IS-762305	13-Dec-2017	SAI Global	Internet d/load re AS2870 Residential Slabs & Footings	542.91	
Credit card	REVERSAL 2017-08	25-Oct-2017	Duxton Hotel	Reversal of charges as paid by EFT 2732 to S Marshall, Duxton Hotel	-254.00	
Credit card	AUG 2017-08	04-Aug-2017	Duxton Hotel	1 Night Accom plus breakfast - DCEO (IT Vision Conference) 7-8 September 17	254.00	
Credit card	AUG 224062621	13-Dec-2017	Kitchen Warehouse P/L	2017 Staff Hampers - Supplies	279.05	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
Credit card	364048	19-Dec-2017	SS Group of Companies	LBN 1805: Solar Power - Materials	45.15	
Credit card	392	16-Dec-2017	Innaloo Florist	Flowers for Deputy Pres C Pepper	80.00	
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>					<b>947.11</b>	
<b>TRUST ACCOUNT DETAILS</b>						
<b>PAYMENTS RAISED IN CURRENT MONTH</b>						
EFT Pymt	EFT 3152	12-Jan-2018	Joy Patricia Smith	Refund of Cleaning Bond - Rec Centre Hire, Booking 07 Jan 2018 (Rec 14203)	(200.00)	
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(200.00)</b>	<b>(200.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>						
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>					<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
Cheque #	1496	15-Dec-2017	Albert Johnson	Refund of Housing Bond: Unit 4, Hunt Rd Village; Vacated unit on 23 Nov 2017	(484.00)	
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>(484.00)</b>	<b>(484.00)</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>						<b>(684.00)</b>
<b>TOTAL EXPENDITURE as reconciled to the JANUARY 2018 BANK STATEMENTS</b>						
					Municipal Account Expenditure	(1,016,835.73)
					Trust Account Expenditure	(684.00)
<b>TOTAL EXPENDITURE for JANUARY 2018</b>						<b>(1,017,519.73)</b>



### **11.3 2017/18 Budget Review**

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**SUBMISSION TO:** Ordinary Council Meeting 13 February 2018  
**REPORT DATE:** 14 February 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0092  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** 2017/18 Budget Review Statement of Financial Activity  
2017/18 Budget Review Year to Date Details (under  
separate cover)

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#### **SUMMARY**

Council to review the 2017/18 Budget Review and consider recommending that it be received.

#### **BACKGROUND**

A Budget Review is conducted annually by comparing actual revenue and expenditure as at 31 December to budget estimates and forecasting predicted revenue and expenditure to 30 June.

The budget review process is a statutory requirement, but also reflects good management practice.

#### **COMMENT**

A budget review has been undertaken by staff as per the requirements of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Any savings realised or over expenditure incurred as at 31 December 2017 has been included in forward projections.

The detailed Budget Review is attached to this report.

In summary, it is forecast that a budget surplus of \$340,900.00 may be realised as at 30 June 2018.

See Budget Review financial report attached to this report for Surplus components.

The 2017/18 Budget Review was reviewed by the Audit and Risk Committee at its 13 February 2018 meeting where it was resolved it be received.

## **STATUTORY ENVIRONMENT**

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* provides that:

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
  - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - (b) consider the local government's financial position as at the date of the review; and
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.  
*\*Absolute majority required.*
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **AUDIT AND RISK COMMITTEE'S RECOMMENDATION**

That Council receive the 2017/18 Budget Review and it forwarded to the Department of Local Government.

## **COUNCIL RESOLUTION**

**M15/0218**

**Moved Cr Gogol**

**Seconded Cr Davis**

**That Council receive the 2017/18 Budget Review and it be forwarded to the Department of Local Government.**

**CARRIED 8/0**

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
BUDGET REVIEW  
2017/18**

Description	Budget 2017/18	YTD Actual 2017/18	Forecast Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,228,040.00	2,933,875.28	3,201,761.00	(26,279.00)	General Purpose Grant funding cut by State Government (\$41,140). Penalty interest on Rates \$10,000 forecast to be higher than Budget and Rates discount \$7,601 will be lower than anticipated.
Governance	6,100.00	11,828.23	13,890.00	7,790.00	
Law, Order & Public Safety	186,149.00	204,331.89	405,505.00	219,356.00	BRMPC Program extension funding \$121,504 and fire mitigation funding \$95,400 greater than anticipated.
Health	100.00	327.27	327.00	227.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	54,308.04	92,734.00	(1,311,169.00)	BBP Aged Housing Grant funding cut by State Government (\$1,305,849).
Community Amenities	198,279.00	192,786.03	204,404.00	6,125.00	
Recreation & Culture	2,691,835.00	826,042.45	2,695,233.00	3,398.00	
Transport	7,016,564.00	537,339.59	3,010,265.00	(4,006,299.00)	Vincent Street Bridge project (\$3,876,000) forecast to be carried over to 2018/19. MRWA Direct Grant (\$46,842) cut by State Government. Trail funding (\$25,000) and Butterworth Rd contribution (\$60,000) unlikely to be received.
Economic Activities	81,500.00	68,894.44	89,000.00	7,500.00	
Other Property & Services	43,100.00	42,399.76	58,511.00	15,411.00	Vehicle Licencing Concession cut refund \$13,372.
<b>Total Operating Revenue</b>	<b>14,855,570.00</b>	<b>4,872,132.98</b>	<b>9,771,630.00</b>	<b>(5,083,940.00)</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(179,989.00)	(64,250.99)	(166,531.00)	13,458.00	Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$11,958.
Governance	(249,780.00)	(138,783.35)	(240,402.00)	9,378.00	
Law, Order & Public Safety	(448,152.00)	(233,230.50)	(659,313.00)	(211,161.00)	BRMPC funded program extended \$121,504 and fire mitigation works \$95,400 forecast to be greater than anticipated offset by grant funding.
Health	(148,255.00)	(66,523.91)	(139,323.00)	8,932.00	
Education & Welfare	(78,374.00)	(29,904.31)	(64,777.00)	13,597.00	Community initiative expenditure \$10,650 forecast to be lower than anticipated.
Housing	(257,109.00)	(147,600.82)	(241,258.00)	15,851.00	BBP Aged Housing maintenance saving \$5,000, 49B Dawson St Real Estate expense saving \$6,867 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$2,158.
Community Amenities	(623,763.00)	(251,833.33)	(591,548.00)	32,215.00	Stormwater Collection Dam maintenance \$7,689, Environmental Services \$15,000 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$8,888.
Recreation & Culture	(1,043,277.00)	(610,924.39)	(1,003,885.00)	39,392.00	Cornerstone maintenance saving \$5,000, Parks, Gardens & Reserve maintenance \$20,000 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$13,692.
Transport	(2,183,986.00)	(1,041,248.50)	(2,124,708.00)	59,278.00	Road Maintenance expense \$19,756, Street lighting expense \$5,000, Road Inventory Control \$14,350, Aerodrome maintenance \$7,500 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$12,672.
Economic Activities	(494,577.00)	(348,326.30)	(599,555.00)	(104,978.00)	Loss on disposal of Aeronautical Museum (\$159,328) unbudgeted. Avondale maintenance \$20,000, Public Standpipe maintenance \$8,919, Area Promotion Wages \$6,000, Aeronautical Museum maintenance \$3,580 and Administration Costs allocated forecast to be lower than by 8.83% or \$12,732.
Other Property & Services	(15,615.00)	(70,899.04)	(21,600.00)	(5,985.00)	
<b>Total Operating Expenditure</b>	<b>(5,722,877.00)</b>	<b>(3,003,525.44)</b>	<b>(5,852,900.00)</b>	<b>(130,023.00)</b>	
<b>Net Operating</b>	<b>9,132,693.00</b>	<b>1,868,607.54</b>	<b>3,918,730.00</b>	<b>(5,213,963.00)</b>	
<b>Capital Income</b>					
Self-Supporting Loan - Principal Repayment	14,411.00	7,096.42	14,411.00	0.00	
Proceeds from Sale of Assets	211,000.00	211,636.36	213,000.00	2,000.00	
<b>Total Capital Income</b>	<b>225,411.00</b>	<b>218,732.78</b>	<b>227,411.00</b>	<b>2,000.00</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
BUDGET REVIEW  
2017/18**

Description	Budget 2017/18	YTD Actual 2017/18	Forecast Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(6,529,594.00)	(979,687.75)	(3,638,813.00)	2,890,781.00	BBP Aged Housing project \$2,027,000 cancelled due to funding cut. BBP land purchase \$150,000 cancelled due to funding cut. Cornerstone project savings \$650,000 due to favourable project tender outcome. Old Court House Roof Resheet \$60,000 deferred due to lack of funding opportunities. Town Hall Kitchen refurbishment \$50,000 to be deferred to 2018/19. Hunt Road Village Unit 10 refurb (\$20,000) brought forward. Swimming Pool refurb expenditure (\$25,000) forecast to be greater than expected.
Plant and Equipment	(531,000.00)	(457,365.17)	(531,565.00)	(565.00)	
Office Furniture and Equipment	(55,500.00)	(7,836.36)	(50,500.00)	5,000.00	
Road Construction	(3,700,515.00)	(443,694.93)	(3,734,965.00)	(34,450.00)	Westdale Rd Reconstruct & Seal (SLK: 24.65-26.30) (\$24,840) and Kokeby East Rd Widen Shoulders (\$69,610) greater than anticipated. Butterworth Rd rectification works contribution \$60,000 unlikely to be required.
Other Infrastructure	(4,343,000.00)	(73,568.89)	(442,000.00)	3,901,000.00	Vincent St Bridge project \$3,876,000 to be deferred to 2018/19. Walk Trail project \$25,000 not to proceed due to lack of funding.
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	(44,040.97)	(69,209.00)	0.00	
<b>Total Capital Expenditure</b>	<b>(15,228,818.00)</b>	<b>(2,006,194.07)</b>	<b>(8,467,052.00)</b>	<b>6,761,766.00</b>	
<b>Net Capital</b>	<b>(15,003,407.00)</b>	<b>(1,787,461.29)</b>	<b>(8,239,641.00)</b>	<b>6,763,766.00</b>	
<b>Adjustments</b>					
Depreciation Written Back	1,691,589.00	932,089.93	1,691,589.00	0.00	
Movement in Leave Reserve Cash Balance	0.00	2,893.64	0.00	0.00	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(4,000.00)	155,728.45	155,728.00	159,728.00	Loss on disposal of Aeronautical Museum \$159,328 unbudgeted.
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	390,448.00	(28,875.85)	(257,032.00)	(647,480.00)	Reserve funding for Cornerstone project unlikely to be required.
New Loan Funds	1,521,151.00	0.00	800,000.00	(721,151.00)	Loan funding for BBP Aged Housing project not required.
Opening Surplus/(Deficit)	2,271,526.00	2,271,526.49	2,271,526.00	0.00	
<b>Total Adjustments</b>	<b>5,870,714.00</b>	<b>3,333,362.66</b>	<b>4,661,811.00</b>	<b>(1,208,903.00)</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>3,414,508.91</b>	<b>340,900.00</b>	<b>340,900.00</b>	

3:40pm – Prior to any discussion of the next agenda item, Item 11.4 the following Councillors declared an interest of impartiality given they are members of clubs applying for Community Grants.

Cr Ridgway – Member of Beverley Ag Society and Beverley CRC

Cr Martin – Member of Beverley Ag Society

Cr Seed – Member of Beverley Ag Soc Society and Football Club

Cr Shaw – Member of Beverley Football Club

Cr White – Member of Beverley CRC Executive Committee

Staff declarations are written and disclosed in the report.

The interest was declared an interest in common and all staff and Councillors remained in the meeting.

### **11.4 Community Grants**

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<b>SUBMISSION TO:</b>	<b>Ordinary Council Meeting 27 February 2018</b>
<b>REPORT DATE:</b>	<b>14 February 2018</b>
<b>APPLICANT:</b>	<b>Various Community Groups</b>
<b>FILE REFERENCE:</b>	<b>ADM 0428</b>
<b>AUTHOR:</b>	<b>S.P. Gollan, Chief Executive Officer</b>
<b>ATTACHMENTS:</b>	<b>Grants Table (within report)</b>

---

#### **SUMMARY**

Council to award grant funding for various Community Groups.

#### **BACKGROUND**

At the July 2013 Council meeting, it was agreed to set up a Community Grants scheme to assist Not for Profit and Incorporated local organisations in the development of their respective interests.

#### **COMMENT**

The second round of Community Grants for 2017/18 financial year was advertised in the December 2017 and January 2018 Beverley Blarney and on the Shire of Beverley website. Applications opened on 3<sup>rd</sup> January and closed on 31<sup>st</sup> January 2018. A total of five applications were received, three for the Major Grants and two for the Minor Grants.

Clubs had to pass the compliance criteria to be considered eligible. The compliance criteria consisted of: Incorporation, Beverley Based Group/Club, 50:50 matched funds (for grants over \$1,000).

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

**Major Grants;** Applications for over \$5,000 have to fall within one of the following categories: Art and Culture; Disability/Aging; Education & Training; Environment; Event; Minor infrastructure/equipment or development; or Sport and Recreation.

The total major grant funding requested \$9,800.00

The total minor grant funding requested \$1,800.00

There is \$4,528.64 available to the major grant category and \$7,158.46 in the minor grants category. Council can consider allocating the remaining funds from the minor category to award full grants in the major grants Category for the benefit of the clubs and wider community. Alternatively it can award smaller amounts than requested.

All applications met the compliance criteria.

The criteria for assessment consisted of: membership base, benefit to community, area of interest and the quality of the application.

Club/Group	Members	Inc.	Activity	Amount Requested	Amount Suggested	Reasoning
<b>MAJOR FUNDING (50:50 Matching Funds)</b>						
Beverley Community Resource Centre	60	Yes	Major Category: Sport and Recreation Total Project Cost: \$11,000.00  To assist with administration and advertising of Beverley Triathlon hosted at the Beverley Swimming Pool which caters for professional and amateur triathletes, novice competitors, families, seniors and juniors. Using the Be Very You campaign - Be Very Brave.	\$2,300.00	\$2,300.00	Promoting a positive lifestyle and health message to the Wheatbelt community. Promotes social inclusion and volunteers. Previous years events successful with an average of 140 competitors and 45 volunteers and 70 spectators.  Quality of Application: Excellent
Beverley Football Club	114	Yes	Major Category: Sport and Recreation Total Project Cost \$6000.00  Installation of cabinetry to the trainer's room (Amenities Building in change rooms) to be placed along the wall to tidy and clean up the room and provide a suitable storage solution.	\$2,500.00	\$2,500.00	Assists the Football Club to provide a safe, professional working environment for players and volunteers. Allows trainers to have a clean and efficient working space. Available for juniors players, co-ordinators and volunteers.  Quality of Application: Good
Beverley RSL	48	Yes	Major Category: Minor Infrastructure/ Equipment/ Development Total Project Cost \$12,000.00  Erection of Outdoor Area (Patio/Pergola) for commemorative and social events.	\$5,000.00	\$5,000.00	Assist in the use of the historic building and club that caters to members and their families and public at official events. Allows the RSL to hold events outside and at different times of year. Support letter from RSLWA included.  Quality of Application: Fair
<b>MINOR FUNDING (Up to \$1000 no matching funds required)</b>						
Beverley Agricultural Society	160	Yes	Minor Category: Tourism  Project - Creating Country Connections – bridging the gap between the City and Country. Promotion of event and organisation through the upgrade of Safety Bunting.	\$900.00	\$900.00	Annual show attracts 2500-3000 people each year. Bunting will feature the "Be Very..." branding and logo. Bunting will be offered for other events such as the Beverley Triathlon and Beverley Heroic.  Quality of Application: Excellent
Beverley Ski Club	Newly Reformed	Yes	Minor Category: Tourism  Replacement of old and outdated Beverley Ski Club Sign at Ski Rd/Yenyening Lakes Road.	\$900.00	\$900.00	Assists visitors, local residents and members to locate ski area. Promotes tourism. Club will liaise and consult with SoB.  Quality of Application: Good

The applications were considered by myself and Executive Assistant, Alison Lewis. In assessing the applications I declare that I am a social member of the Beverley Football Club; and member of the Beverley Agricultural Society.

Alison Lewis declares that she is also a Social member of the Beverley Football Club and member of the Beverley Agricultural Society.

It is also declared that the quote provided by the RSL is supplied by Danny Gibson who is the Shire Maintenance Officer, and any work he completes for the RSL will be outside of his employment hours.

The table on page 94 outlines the Grant Applications, the activities groups wish to use the money for, the amount they requested and the amount with reasoning that we are suggesting they receive.

At the Economic and Community Strategy Committee Meeting 13 February 2018, it was recommended that the amounts in the table be awarded.

### **STATUTORY ENVIRONMENT**

Nil

### **FINANCIAL IMPLICATIONS**

Community Grant Program

2017/18 Total Major Grants \$10,000.00 (\$4,528.64 remaining)

2017/18 Total Minor Grants \$10,000.00 (\$7,158.46 remaining)

### **STRATEGIC IMPLICATIONS**

Sustainable Community – Foster Community Participation – Support community needs.

### **POLICY IMPLICATIONS**

Community Grant Policy

### **VOTING REQUIREMENTS**

Absolute Majority

### **ECONOMIC & COMMUNITY STRATEGY COMMITTEE'S RECOMMENDATION**

That Council award the following Community Grants under the second round of submissions for the 2017/18 financial year:

- |                                       |            |
|---------------------------------------|------------|
| 1. Beverley Community Resource Centre | \$2,300.00 |
| 2. Beverley Football Club             | \$2,500.00 |
| 3. Beverley RSL                       | \$5,000.00 |
| 4. Beverley Agricultural Society      | \$900.00   |
| 5. Beverley Ski Club                  | \$900.00   |



**COUNCIL RESOLUTION**

**M16/0218**

**Moved Cr Pepper**

**Seconded Cr Davis**

**That Council award the following Community Grants under the second round of submissions for the 2017/18 financial year:**

- |  |                   |
|--|-------------------|
| <b>1. Beverley Community Resource Centre</b> | <b>\$2,300.00</b> |
| <b>2. Beverley Football Club</b>             | <b>\$2,500.00</b> |
| <b>3. Beverley RSL</b>                       | <b>\$5,000.00</b> |
| <b>4. Beverley Agricultural Society</b>      | <b>\$ 900.00</b>  |
| <b>5. Beverley Ski Club</b>                  | <b>\$ 900.00</b>  |

**CARRIED BY ABSOLUTE MAJORITY 8/0**

## **11.5 Cornerstone Digital Signage**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 14 February 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Digital Signage Proposal

---

### **SUMMARY**

Council to consider digital signage at the front of the Cornerstone development as recommended by the Economic and Community Strategy Committee.

### **BACKGROUND**

Through the progression of the Cornerstone project it was determined at the working committee level that digital signage at the Cornerstone Building would be beneficial to promote the building and events associated with the Cornerstone or the Town in general.

### **COMMENT**

Quotes were sort for the supply and installation of appropriate signage based on the specifications attached.

Responses received were as follows:

<b>Supplier</b>	<b>Quoted Cost (ex GST)</b>
Poolegrave	21,168.00
Expo Group	21,495.10
Danthonia Designs	38,515.85
Jason Sign Makers	41,146.00
A.D. Engineering International	41,718.80

Each supplier had different methods of controlling the signage. Expo Group seems to offer the simplest and most intuitive programming software.

Also attached is an “artist’s impression” of how the digital signage would look at street level.

The provision of digital signage is currently outside of the Cornerstone construction contract.

At the Economic and Community Strategy Committee Meeting 13 February 2018, it was recommended that the Expo Group quote be accepted.

### **STATUTORY ENVIRONMENT**

Nil

**FINANCIAL IMPLICATIONS**

Forms part of the Cornerstone development budget.

**STRATEGIC IMPLICATIONS**

Economic Development – Facilitate and promote Beverley as a tourist destination.

**POLICY IMPLICATIONS**

Policy No AF007: Purchasing and Procurement

**VOTING REQUIREMENTS**

Simple Majority

**ECONOMIC & COMMUNITY STRATEGY COMMITTEE'S RECOMMENDATION**

That the quote from Expo Group for \$21,495.10 ex. GST for the supply and installation of digital signage, as specified, be accepted.

**COUNCIL RESOLUTION**

**M17/0218**

**Moved Cr Martin**

**Seconded Cr White**

**That the quote from Expo Group for \$21,495.10 ex. GST for the supply and installation of digital signage, as specified, be accepted.**

**CARRIED 7/1**

Attachment 11.5



Attachment 11.5

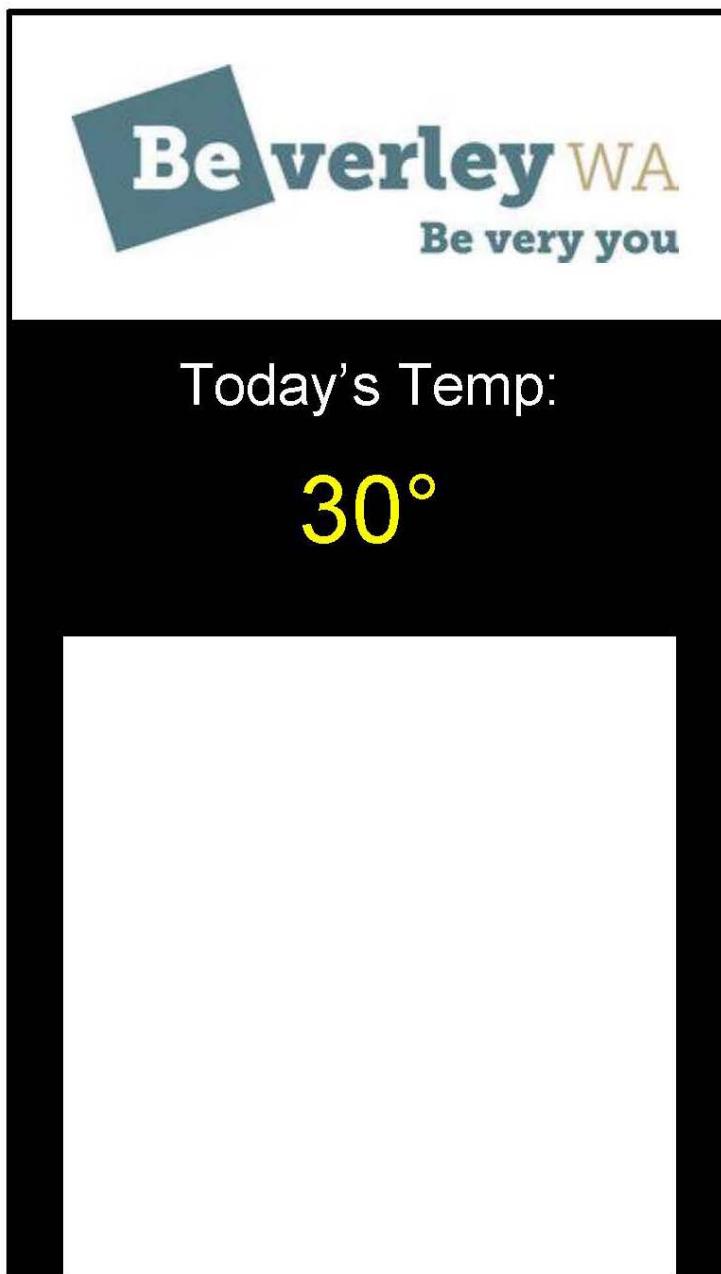


**TWO SCREEN INFORMATION DISPLAY SIGNAGE**

**Dimensions: Height = 4.00m Width = 1.60m**

**Screen Heights = 1.00m per Screen**

Attachment 11.5



Attachment 11.5



## **11.6 Cornerstone Commercial Office Space Prospectus**

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**SUBMISSION TO:** Ordinary Council Meeting 13 February 2018  
**REPORT DATE:** 14 February 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Cornerstone Lease Fee Scenarios (under separate cover)

---

### **SUMMARY**

Council to endorse the Cornerstone Commercial Office Space Prospectus for release to the public and agree to undertake an associated marketing campaign.

### **BACKGROUND**

A professional prospectus document has been created to promote the commercial office space availability in the Cornerstone building.

Jenny Murray was contracted to create the document at a cost of \$300.

The purpose of this document is to communicate with potential tenants and to call for expressions of interest from those who may wish to secure commercial space on completion of the Cornerstone build.

### **COMMENT**

The Prospectus outlines the attributes of the Building as a whole as well as those of the individual commercial spaces.

It is proposed that an Expression Of Interest be called in the Beverley Blarney, Avon Advocate and York Community Matters in the first instance and then, depending on feedback, the commercial property section of the West Australian as well as on realestate.com.au and Domain.

Advertising costs are estimated to be around \$5,000 to 6,000.

At the Economic & Community Strategy Meeting, the Committee recommended that the lease rates of each office area be reviewed.

Following investigation it was found that some tenants in Vincent Street pay approximately \$450 per month (\$112.50 per week) including Water Utility in lease fees.



With this as consideration, the revised lease fees for the various office areas are proposed as follows:

Office	m2	\$/m2	Annual	Weekly	Weekly (Rounded)	Annual (Rounded)
Office 1	14	300.00	4,200.00	80.77	80.00	4,160.00
Office 2	25	300.00	7,500.00	144.23	150.00	7,800.00
Office 3	10	300.00	3,000.00	57.69	60.00	3,120.00
Office 4	37	300.00	11,100.00	213.46	220.00	11,440.00
	<b>86</b>		<b>25,800.00</b>			<b>26,520.00</b>

Note that Cornerstone Office Leases are proposed to include Internet and Phone expenses. Utility expenses (power and water) will be on-charged on a square metre percentage basis of the whole building.

Based on a \$300/m2 charge, the forecast operating subsidy of the Cornerstone Building is \$30,000.00 not including any income from the operation of the Crèche facility or conference booking fees. Debt Servicing is estimated to be \$70,000 (principal and interest) over 20 years.

#### **STATUTORY ENVIRONMENT**

Nil

#### **FINANCIAL IMPLICATIONS**

2017/18 Budget allowance of \$5,000 for Cornerstone expenses.

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

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

That the Beverley Cornerstone Commercial Office Space Prospectus be endorsed and that a suitable marketing campaign be undertaken to promote the commercial space availability.

**COUNCIL RESOLUTION**

**M18/0218**

**Moved Cr Seed**

**Seconded Cr Shaw**

**That;**

- 1. the Beverley Cornerstone Commercial Office Space Prospectus be endorsed;**
- 2. a minimum Office lease fee of \$90 be imposed;**
- 3. the lease fee for Office 1 be set at \$100 per week;**
- 4. the lease fee for Office 2 be set at \$150 per week;**
- 5. the lease fee for Office 3 be set at \$90 per week;**
- 6. the lease fee for Office 4 be set at \$220 per week; and**
- 7. and that a suitable marketing campaign be undertaken to promote the commercial space availability.**

**CARRIED 8/0**

## **12. ADMINISTRATION**

### **12.1 Regulation 17 Review**

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**SUBMISSION TO:** Ordinary Council Meeting 13 February 2018  
**REPORT DATE:** 20 December 2017  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0163  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Risk Dashboard Report (December 2017)  
Risk Assessment Worksheets (Under Separate Cover)

---

#### **SUMMARY**

That the Risk Management review conducted by the Chief Executive Officer be received.

#### **BACKGROUND**

Under regulation 17 of the *Local Government (Audit) Amendment Regulations 2013*, the Chief Executive Officer is to review the appropriateness and effectiveness of the Shire of Beverley's systems and procedures in relation to risk management, internal control and legislative compliance.

#### **COMMENT**

The Chief Executive Officer and Deputy Chief Executive Officer have conducted a review using the Risk Management template provided by Council's Insurers, LGIS.

Attached is the summary of control results covering identified risk areas including:

- Misconduct;
- Business and Community disruption;
- Environmental management;
- Errors, omissions and delays;
- External theft and fraud;
- IT and Communication systems;
- Statutory compliance;
- Safety and security;
- Providing advice and information;
- Employment practices;
- Records management;
- Project/Change management;
- Engagement practices;
- Supplier management;
- Asset sustainability practices; and
- Facility management.

Each identified risk was considered individually with risk ratings being applied based on the following risk matrix:

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

Following the risk determination, improvement initiatives were formulated and enacting timeframes set with the aim of improving overall future risk ratings.

Risk assessment worksheets for each risk category have been provided under separate cover.

The Audit and Risk Committee at its 13 February 2018 meeting resolved that the Regulation 17 Review be received.

### STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (Audit) Amendment Regulations 2013* requires that:

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
  - (a) risk management; and
  - (b) internal control; and
  - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

N/A

### POLICY IMPLICATIONS

2.3 Risk Management

### VOTING REQUIREMENTS

Simple Majority

**AUDIT AND RISK COMMITTEE'S RECOMMENDATION**

That the Regulation 17 review conducted by the Chief Executive Officer be received.

**COUNCIL RESOLUTION**

**M19/0218**

**Moved Cr Shaw**

**Seconded Cr Gogol**

**That the Regulation 17 review conducted by the Chief Executive Officer be received.**

**CARRIED 8/0**

## Shire of Beverley Risk Dashboard Report December 2017

### Executive Summary

Being the Shire's third report under the introduced risk management framework, focus is on embedding and driving continual improvement. Future reports will continue to provide relevant insight and recommendations to assist governance activities for the Senior Management Team. It is supported by the attached documents that were produced through a workshop on the 20th December 2017.

1. Risk Profiles for the 16 themes discussed.
2. Risk Management Policy amendments and Procedures.

### Recommendations

#### Embedding

1. Arrange for the attached Policy amendments and Procedures to be endorsed and adopted.

#### Risk Profiles

1. Discuss and review the attached Risk Profiles Review and approve all Risk Profiles (from a Risk & Control perspective).
2. Confirm Current Issues / Actions / Treatments (Responsibility & Due Date)

<u>Misconduct</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Code of Conduct and Induction process	Jun-18	HR	
Follow up Performance Review process	On Going	CEO/MOW/DCEO	

<u>Business &amp; community disruption</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review LEMA and Recovery Plans	Jun-18	CESM	
Seek Mitigation Works Funding	Jun-18	BRMPC	
Coordinate Mitigation Works	Oct-18	BRMPC	

<u>Inadequate environmental management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

<u>Errors, omissions &amp; delays</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review and expand documented procedures for main activities	Jun-19	DCEO	

<u>External theft &amp; fraud (inc. Cyber Crime)</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Raise awareness of IT Security (eg. Opening emails)	Ongoing	DCEO	
Investigate installation of cameras around Office, Depot, Rec Ground and Public Toilets.	Jun-18	DCEO	
Review Depot Security	Jun-18	DCEO/MOW	
Review IT Security	Jun-18	DCEO	

<u>Failure of IT &amp;/or communication systems and infrastructure</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review IT Disaster Recovery Plan	Jun-18	DCEO	
Conduct ITC audit	Jun-18	DCEO	

## Shire of Beverley Risk Dashboard Report December 2017

<u>Failure to fulfil statutory, regulatory or compliance requirements</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Strategic Community, Corporate Business and Long Term Financial Plans.	Jun-18	CEO	

<u>Inadequate safety and security practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Complete 4801 Audit and set benchmark objectives for improvements	Jun-18	HR	
Prepare training register and training plans	Jun-18	HR	
Implement Quarterly Workplace Safety Inspections	Jun-18	HR	

<u>Providing inaccurate advice / information</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement a 'performance review' process for Executive Staff	Jun-18	CEO	

<u>Ineffective employment practices</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement Performance Review Process	Jun-18	CEO	
Review Workforce Plan (Risks & Action Plans) for inclusion where relevant	Jun-18	DCEO	
Review Internal Communication Procedures	Jun-18	CEO/DCEO	

<u>Inadequate document management processes</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement electronic data management Policy and Procedures	Jun-18	DCEO	

<u>Inadequate project / change management</u>		Risk	Control
		Not Material	0
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

<u>Inadequate engagement practices</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Strategic Community Plan	Jun-18	CEO	

<u>Inadequate supplier / contract management</u>		Risk	Control
		Not Material	0
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

<u>Inadequate asset sustainability practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Asset Management Plans	Jun-18	DCEO	
Collect Road Condition data and update ROMAN II	Jun-18	DCEO	
Collect Bridge and Open Public Spaces Condition data	Jun-18	DCEO	

<u>Ineffective management of facilities / venues / events</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

## **12.2 2017 Compliance Audit Return**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 14 February 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0237  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** 2017 Compliance Audit Return

---

### **SUMMARY**

The *Local Government Act 1995* requires all Western Australian Local Authorities to complete a Compliance Audit Return (CAR), distributed by the Department of Local Government, in relation to activities undertaken by the local authority in the preceding calendar year.

### **BACKGROUND**

In 2006, participation in the program was made compulsory for all local authorities. In 2007, the return for 2006 was required to be completed online. Changes were made in 2009 to the structure of some of the questions to provide more clarity. The CAR is restricted to those areas considered high risk.

### **COMMENT**

Attached is a certified copy of the CAR for Committee's consideration. The Audit and Risk Committee must review the document before it can recommend that Council adopt and forward to the Minister for Local Government (no later than the 31<sup>st</sup> March each year).

The Audit and Risk Committee at its 13 February 2018 meeting, resolved that the 2017 Compliance Audit Return be adopted, signed and forwarded to the Department of Local Government.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995* and Regulation 13 of the *Local Government Audit Regulations*, Clauses 14 and 15

## **14. Compliance audit return to be prepared**

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3) A compliance audit return is to be
  - (a) presented to the council at a meeting of the council;
  - (b) adopted by the council; and
  - (c) recorded in the minutes of the meeting at which it is adopted.



## 15. Completion of compliance audit

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with:

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c) and
- (b) any additional information explaining or qualifying the compliance audit

is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

- (a) the mayor or president; and
- (b) The CEO

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

Nil

### VOTING REQUIREMENTS

Simple Majority

### AUDIT AND RISK COMMITTEE'S RECOMMENDATION

That:

1. the Compliance Audit Return 2017 be adopted; and
2. the Chief Executive Officer and Shire President be authorised to sign and forward the 2017 Compliance Audit Return to the Minister for Local Government.

### COUNCIL RESOLUTION

**M20/0218**

**Moved Cr Martin**

**Seconded Cr White**

**That:**

- 1. the Compliance Audit Return 2017 be adopted; and**
- 2. the Chief Executive Officer and Shire President be authorised to sign and forward the 2017 Compliance Audit Return to the Minister for Local Government.**

**CARRIED 8/0**

## Attachment 12.2

### Beverley - Compliance Audit Return 2017

#### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

<b>Commercial Enterprises by Local Governments</b>						
No	Reference	Question	Response	Comments	Respondent	
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2017.	N/A		Stephen Gollan	P
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2017.	N/A		Stephen Gollan	P
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2017.	N/A		Stephen Gollan	P
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2017.	N/A		Stephen Gollan	P
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Stephen Gollan	P

<b>Delegation of Power / Duty</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Stephen Gollan	P
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Stephen Gollan	P
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Stephen Gollan	P
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Stephen Gollan	P
5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	N/A		Stephen Gollan	P
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Stephen Gollan	P
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Stephen Gollan	P
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Stephen Gollan	P
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Stephen Gollan	P
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Stephen Gollan	P
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Stephen Gollan	P
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2016/2017 financial year.	Yes		Stephen Gollan	P
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Stephen Gollan	P

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Stephen Gollan P
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Stephen Gollan P
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Stephen Gollan P
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Stephen Gollan P
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Stephen Gollan P
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Stephen Gollan P
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Stephen Gollan P
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Stephen Gollan P
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Stephen Gollan P
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Stephen Gollan P
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a	Yes		Stephen Gollan P

		return under section 5.75 or 5.76.			
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Stephen Gollan P
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Stephen Gollan P
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Stephen Gollan P
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Stephen Gollan P
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Stephen Gollan P

### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Stephen Gollan P
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Stephen Gollan P

### Elections

No	Reference	Question	Response	Comments	Respondent
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1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Stephen Gollan	P
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## Finance

No	Reference	Question	Response	Comments	Respondent	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Stephen Gollan	P
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Stephen Gollan	P
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Stephen Gollan	P
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Stephen Gollan	P
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		Stephen Gollan	P
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		Stephen Gollan	P
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Stephen Gollan	P
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report	N/A		Stephen Gollan	P

		prepared on any actions undertaken.			
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Stephen Gollan P
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Stephen Gollan P
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Stephen Gollan P
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Stephen Gollan P
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Stephen Gollan P
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Stephen Gollan P

### Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	25 February 2014	Stephen Gollan P
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Stephen Gollan P
3	s5.56 Admin	Has the local government	Yes	28 February 2012	Stephen P

	Reg 19C (7)	adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.			Gollan	
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	23 February 2016	Stephen Gollan	P
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Buildings February 2012 Infrastructure 7 October 2013	Stephen Gollan	P
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	26 November 2013	Stephen Gollan	P
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	25 June 2013	Stephen Gollan	P

### Local Government Employees

No	Reference	Question	Response	Comments	Respondent	
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Stephen Gollan	P
2	s5.36(4), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Stephen Gollan	P



3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Stephen Gollan	P
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Stephen Gollan	P
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Stephen Gollan	P

### Official Conduct

No	Reference	Question	Response	Comments	Respondent	
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	Yes		Stephen Gollan	P
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Stephen Gollan	P
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Stephen Gollan	P
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Stephen Gollan	P
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Stephen Gollan	P
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Stephen Gollan	P

<b>Tenders for Providing Goods and Services</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Stephen Gollan	P
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Stephen Gollan	P
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Stephen Gollan	P
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Stephen Gollan	P
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Stephen Gollan	P
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Stephen Gollan	P
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Stephen Gollan	P
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Stephen Gollan	P
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg	Yes		Stephen Gollan	P

		17.			
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes	Stephen Gollan	P
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	Stephen Gollan	P
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A	Stephen Gollan	P
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A	Stephen Gollan	P
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A	Stephen Gollan	P
15	F&G 24AD(2)	Reg Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A	Stephen Gollan	P
16	F&G 24AD(4) & 24AE	Reg Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A	Stephen Gollan	P
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A	Stephen Gollan	P
18	F&G 24AD(6)	Reg If the local government to sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A	Stephen Gollan	P
19	F&G 24AH(1)	Reg Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the	N/A	Stephen Gollan	P

invitation for applications.					
20	F&G 24AH(3)	Reg	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A	Stephen Gollan P
21	F&G Reg 24AG		Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A	Stephen Gollan P
22	F&G Reg 24AI		Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A	Stephen Gollan P
23	F&G Reg 24E		Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A	Stephen Gollan P
24	F&G Reg 24F		Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A	Stephen Gollan P
25	F&G Reg 11A		Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes	Stephen Gollan P

I certify this Compliance Audit return has been adopted by Council at its \_\_\_\_\_ meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Beverley

\_\_\_\_\_  
Signed CEO, Beverley

### **12.3 Late Item – Swimming Pool Extension Request**

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**SUBMISSION TO:** Ordinary Council Meeting 27 February 2018  
**REPORT DATE:** 26 February 2018  
**APPLICANT:** Contract Aquatic Services  
**FILE REFERENCE:** ADM 0046  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to consider extending the Swimming Pool Season until Monday 9 April 2018.

#### **BACKGROUND**

The Swimming Pool Season closes every year on 31 March. A written request from Contract Aquatic Services Pool Manager, Brad Miller to leave the pool open by another week states:

*An official written request for a possible season extension for 1 week if possible.*

*Due to the early Easter and the fact we opened the pool one week later than usual I would formally and respectfully ask the Shire to consider a one week extension to the 2017/18 summer pool season. The Beverley Tennis club host one of the most popular attended tennis tournaments in the state over the Easter holiday and that means loads of extra people in Town as well as boarding school kids that have all since moved on but always return for the tournament.*

*I've had numerous requests from adults and children to keep the pool open in case it's one of those hot Easters. Being an early Easter this is a real possibility. I would like to have the pool open until Friday the 6th of April as this is school holidays as well, also allowing our regular season pass holders/morning swimmers to continue for 1 more week. Please feel free to contact me if you have any questions or queries regarding this request.*

#### **COMMENT**

Financial implications from Contract Aquatic Services were sought, as follows:

The contract rate for an extension is \$2,200 per week. This will cover wages, superannuation, insurances including extensions to public liability and workers compensation.

To extend until the close of business Monday 9 April is \$2,200 + (2/6\*\$2,200) which is a total of \$2,933.33 ex GST, \$3,226.66 inc GST.

The Director of Contract Aquatic Services has offered to round the total to \$3,000.00 inc GST.

If Council agree to the request, it will be recommended to advertise the pool being open via the Beverley Bulletin, Beverley Caravan Park, Station Arts and Tennis Club.

**STATUTORY ENVIRONMENT**

N/A

**FINANCIAL IMPLICATIONS**

\$3,000.00 contract management fees unbudgeted.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That Council advertise and extend the Swimming Pool Season to 7pm, Monday 9 April 2018 at a cost of \$3,000.00 inc GST.

**COUNCIL RESOLUTION**

**M21/0218**

**Moved Cr Shaw**

**Seconded Cr Martin**

**That Council advertise and extend the Swimming Pool Season to 7pm, Monday 9 April 2018 at a cost of \$3,000.00 inc GST.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

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

Nil

**14. CLOSURE**

The Chairman declared the meeting closed at 3:50pm

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

PRESIDING MEMBER:

DATE: