



**28 September 2021**

**ORDINARY MEETING**

**MINUTES**

## **CONTENTS**

<b>1. OPENING .....</b>	<b>1</b>
<b>2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE .....</b>	<b>1</b>
2.1 Members Present.....	1
2.2 Staff In Attendance .....	1
2.3 Observers And Visitors .....	1
2.4 Apologies and Approved Leave of Absence .....	1
2.5 Applications for Leave of Absence .....	1
<b>3. DECLARATIONS OF INTEREST .....</b>	<b>1</b>
<b>4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>	<b>1</b>
<b>5. PUBLIC QUESTION TIME .....</b>	<b>1</b>
<b>6. CONDOLENCES .....</b>	<b>1</b>
<b>7. CONFIRMATION OF MINUTES .....</b>	<b>2</b>
7.1 Minutes Of The Ordinary Council Meeting Held 24 August 2021 .....	2
<b>8. TECHNICAL SERVICES .....</b>	<b>3</b>
8.1 Tender RFT 02/2122 – Bitumen Supply and Delivery .....	3
<b>9. PLANNING SERVICES .....</b>	<b>6</b>
9.1 Proposed Amendment to Building Envelope - Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley .....	6
9.2 Subdivision Application WAPC 161256: Lots 1240 & 2414 Dongerdilling Road, East Beverley .....	11
9.3 Development Application – Outbuilding (Agricultural Storage Shed) – Lot 16914 on DP142225 – Blechy’s Road (off Clulow Road).....	15
9.4 Development Application - Proposed Small Bar, Restaurant/Café, ATM and Signage – 126 (Lot 54) Vincent Street, Beverley .....	22
9.5 Interim Review of Map of Bushfire Prone Areas .....	33
9.6 Development Application: Proposed Replacement of Signage – 103 (Lot 32) Vincent Street, Beverley.....	36
<b>10. BUILDING SERVICES &amp; ENVIRONMENTAL HEALTH SERVICES .....</b>	<b>43</b>
<b>11. FINANCE .....</b>	<b>44</b>
11.1 Monthly Financial Report .....	44
11.2 Accounts Paid by Authority .....	59
<b>12. ADMINISTRATION .....</b>	<b>62</b>
12.1 Use of the Common Seal .....	62
<b>13. ELECTED MEMBERS’ MOTIONS WHERE NOTICE HAS BEEN GIVEN ....</b>	<b>65</b>
<b>14. NEW BUSINESS ARISING BY ORDER OF THE MEETING .....</b>	<b>66</b>
<b>15. CLOSURE .....</b>	<b>66</b>

## **1. OPENING**

The Chairperson declared the meeting open at 3:00pm

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

### **2.1 Members Present**

Cr DW Davis                      Shire President  
Cr CJ Pepper                     Deputy President  
Cr P Gogol  
Cr CJ Lawlor  
Cr SW Martin  
Cr TF McLaughlin  
Cr TWT Seed  
Cr DC White

### **2.2 Staff In Attendance**

Mr SP Gollan                     Chief Executive Officer  
Mr SK Marshall                 Deputy Chief Executive Officer  
Mr BS de Beer                  Manager of Planning and Development Services (till 3:08pm)  
Mrs A Lewis                      Executive Assistant

### **2.3 Observers And Visitors**

Nil

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

Nil

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

Nil

## **3. DECLARATIONS OF INTEREST**

Nil

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

Nil

## **5. PUBLIC QUESTION TIME**

Nil

## **6. CONDOLENCES**

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

WARE

Mervyn Noel

11 September 2021

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes Of The Ordinary Council Meeting Held 24 August 2021**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 24 August 2021 be confirmed.

**COUNCIL RESOLUTION**

**M1/0921**

**Moved Cr Gogol**

**Seconded Cr White**

**That the Minutes of the Ordinary Council Meeting held Tuesday 24 August 2021 be confirmed.**

**CARRIED 8/0**

## **8. TECHNICAL SERVICES**

### **8.1 Tender RFT 02/2122 – Bitumen Supply and Delivery**

<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>22 September 2021</b>
<b>Applicant:</b>	<b>Various Tenderers</b>
<b>File Reference:</b>	<b>ADM 0436</b>
<b>Author and Position:</b>	<b>Stephen Vincent, Manager of Works</b>
<b>Previously Before Council:</b>	<b>Occurs Annually</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

#### **SUMMARY**

Council to consider awarding the Bitumen Tender for the 2021/22 bitumen works program.

#### **BACKGROUND**

Tenders were called for the supply and delivery of bitumen products and services using the WALGA E-quote system which closed on 2 September 2021. This request was sent to five bitumen supply companies, only two tenders were received.

Fulton Hogan have let me know that they are fully committed with Main Roads projects and will not be putting a tender in this year.

#### **COMMENT**

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

	<b>OVER 25,000 Litres per day Primer Seal</b>	<b>Shire to supply metal</b>	
	(95/5) \$ per L	contract \$ per m <sup>2</sup>	Spreader truck / \$ per hr
BITUTEK	\$1.09	\$3.15	\$125
BITUMEN SURFACING	\$1.19	\$4.06	\$115

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

	<b>Primer 95/5</b>	<b>Reseals 98/2</b>	<b>Truck hire</b>	
	<b>114,903 L</b>	<b>31,170 M<sup>2</sup></b>	<b>92 hrs</b>	<b>TOTALS</b>
BITUTEK	\$ 25,244.00	\$ 98,186.00	\$11,500.00	<b>\$234,930.00</b>
BITUMEN SURFACING	\$136,735.00	\$126,550.00	\$10,580.00	<b>\$273,865.00</b>

Based on price, Bitutek would be the preferred supplier. We have used them in previous years and have been happy with their services.

Bitumen Surfacing would also be very capable of carrying out these works, however are more expensive and have a smaller fleet of vehicles.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officers Recommendation has been reviewed in context of the Shire’s Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as sufficient funds are allocated in the 2021/22 Annual Budget. The CEO therefore provides this report for Council’s consideration.

### **STATUTORY ENVIRONMENT**

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

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

### **CONSULTATION**

Tender Process

### **FINANCIAL IMPLICATIONS**

Funds for bitumen works have been included in the 2021/22 budget, these were budgeted at \$1.20 per litre for primer seals, \$3.20 per m<sup>2</sup> for reseals and \$125 per hour truck hire. Total allocation of \$249,128.00

This years bitumen compared to last year has increased by 25% for the primer seals and 15% for the contract reseals.

### **STRATEGIC IMPLICATIONS**

Goal 1: Shire infrastructure is prepared for economic gains and an increase in our population.

Strategy 1.1 Performance and structure of roads are included in our road management plan, communicated to Council and the community.

Strategy 1.2 Shire assets are prepared for commercial and population increases.

### **POLICY IMPLICATIONS**

AF007 Purchasing and Procurement

### **RISK IMPLICATIONS**

If no tender is awarded the works program will be delayed.

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

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

## **VOTING REQUIREMENTS**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

That the tender received from Bitutek for the 2021/22 supply of bitumen products and services as tendered, primer seal at \$1.09 per litre, full contract reseals (less aggregate) at \$3.15 per square metre and spreader truck hire \$125 per hour be accepted.

## **COUNCIL RESOLUTION**

**M2/0921**

**Moved Cr Martin**

**Seconded Cr Gogol**

**That the tender received from Bitutek for the 2021/22 supply of bitumen products and services as tendered, primer seal at \$1.09 per litre, full contract reseals (less aggregate) at \$3.15 per square metre and spreader truck hire \$125 per hour be accepted.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

## **9. PLANNING SERVICES**

### **9.1 Proposed Amendment to Building Envelope - Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>DJ, AJ &amp; AN King</b>
<b>File Reference:</b>	<b>MAI 51738</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Application Letter, Existing &amp; Proposed Envelope</b>

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#### **SUMMARY**

An application has been received to amend the location of the building envelope on Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The applicant is proposing to amend the location of the building envelope on the abovementioned lot from its current location to further away from the Common Property – internal access way (Lot 10 on Survey Strata Plan 68980). Please refer to existing building envelope plan & new proposed building envelope plan, attached hereto.

The subject property is zoned 'Rural' in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS3), is 41.0285 ha in extent and vacant.

#### **COMMENT**

As per the application letter, the amended building envelope location will result in better land management and enjoyment of the property and is supported.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

#### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's Local Planning Scheme No. 3.

#### **CONSULTATION**

No consultation was deemed required.

#### **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.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

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

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council grant approval for an amendment to the building envelope at Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley subject to the following condition and advice notes:

### Condition:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.

### Advice Notes:

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

Note 2: 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**

**M3/0921**

**Moved Cr McLaughlin**

**Seconded Cr Gogol**

**That Council grant approval for an amendment to the building envelope at Lot 8 on Survey Strata Plan 68980 Maitland Road, Beverley subject to the following condition and advice notes:**

**Condition:**

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.**

**Advice Notes:**

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

**Note 2: 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 9.1

To Stefan De Beer  
Manager of Planning & Development Services

We are writing to you to request to move the building envelope from the original location as per the attached plan (not to scale), at Lot 8 Maitland Road, Beverley.

The reason for this request is so that we can have a paddock at the front of the land and take in the spectacular views over the property.

The location of the new building plan is approximately 150 metres from the front fence on Maitland Road and 75 metres from the boundary fence adjoining Lot 7.

There is no vegetation/trees/shrubs at this location.

We eagerly await your permission with this request.

Regards

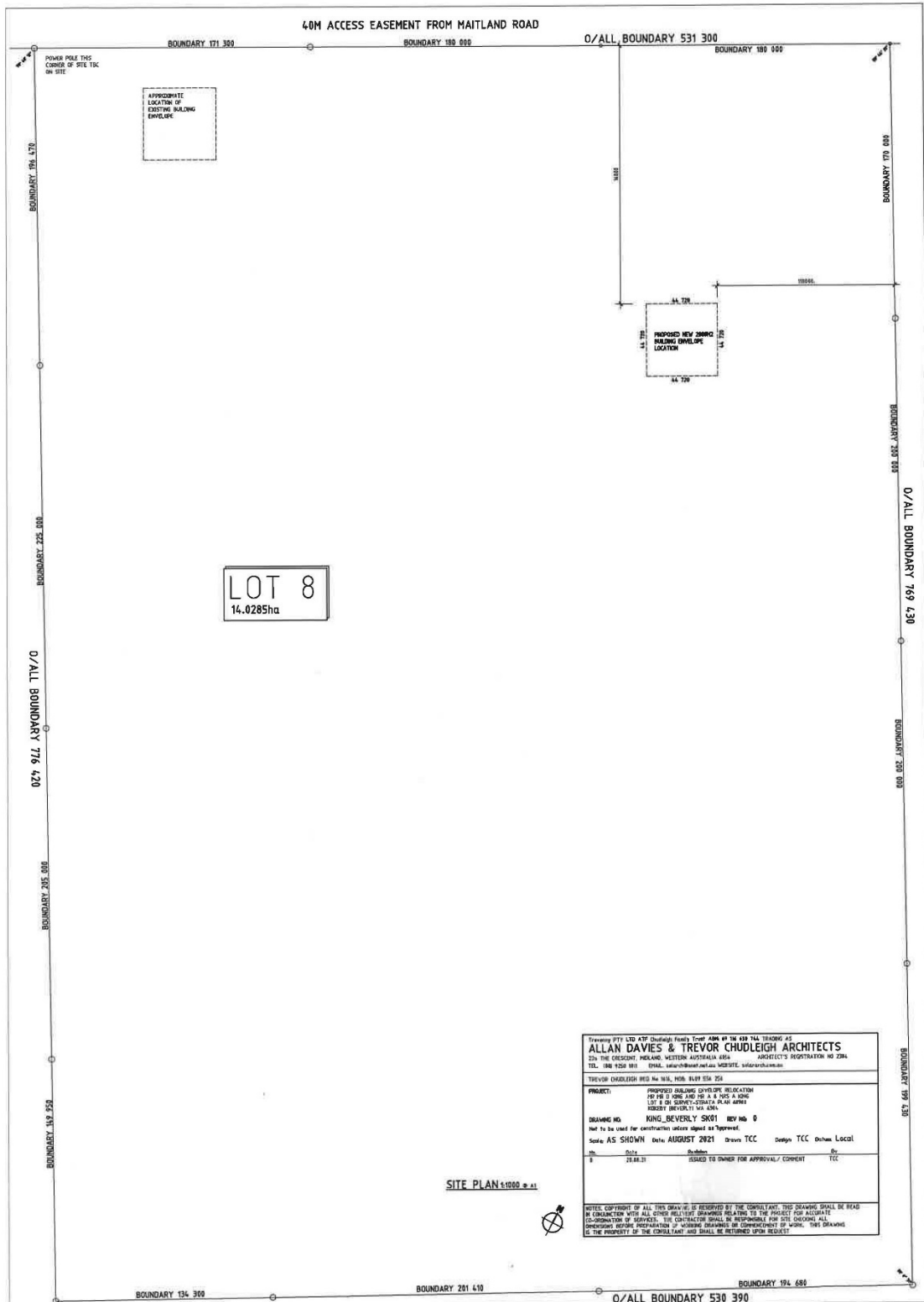
  
Amanda King

21/06/2021

  
Andre King

  
Dylan King

Attachment 9.1



## **9.2 Subdivision Application WAPC 161256: Lots 1240 & 2414 Dongerdilling Road, East Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>AJ Marsh – on behalf of JA &amp; EA Heal</b>
<b>File Reference:</b>	<b>PL 161256</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Subdivision Plan and Application Documentation</b>

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### **SUMMARY**

An application had been received for the subdivision of Lots 1240 & 2414 Dongerdilling Road, East Beverley. The application will be recommended for approval.

### **BACKGROUND**

An application has been received from the *Western Australian Planning Commission* (WAPC) to realign farm boundaries as per the attached sketch plan. The subject lots are Zoned 'Rural' in terms of the Shire of Beverley Local Planning Scheme No. 3.

The subject properties contain a variety of agricultural related sheds and a Homestead.

Parent Lot sizes are as follows:

Lot 1240: 41.04 ha  
Lot 2414: 34.72 ha

### **COMMENT**

The subdivision proposal to realign farm boundaries accords with the aims of the *Shire of Beverley Local Planning Strategy, the Shire of Beverley Local Planning Scheme No. 3* as well as the *WAPC Development Control Policy 3.4 – Subdivision of rural land*.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

### **STATUTORY ENVIRONMENT**

Subdivision and amalgamation is determined by the Western Australian Planning Commission in compliance with state policies and the Shire of Beverley's planning framework. Council's recommendation is considered when determining the application.

### **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.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

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

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 161256 for the subdivision of Lots 1240 & 2414 Dongerdilling Road, East Beverley, be supported.

### Advice Note

1. The Commission's approval should not be construed as an approval for development on any of the lots proposed.

## COUNCIL RESOLUTION

**M4/0921**

**Moved Cr Pepper**

**Seconded Cr Gogol**

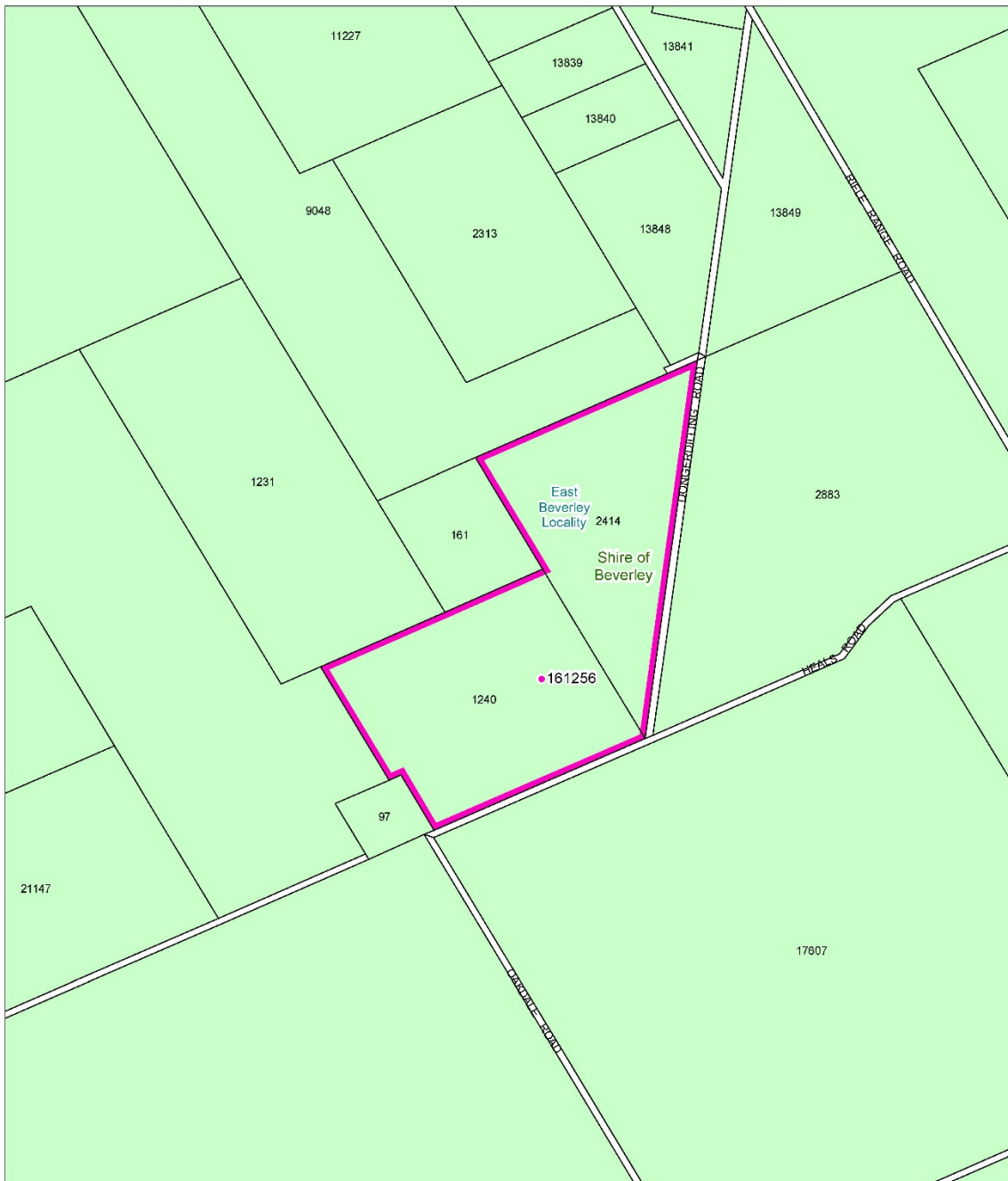
**That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 161256 for the subdivision of Lots 1240 & 2414 Dongerdilling Road, East Beverley, be supported.**

### Advice Note

1. The Commission's approval should not be construed as an approval for development on any of the lots proposed.

**CARRIED 8/0**

Attachment 9.2



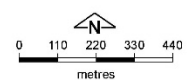
**Location Plan for:  
Subdivision Application**  
This data is to be used only for the processing of a  
Subdivision Application  
Application Number: **161256**  
Decision: **Outstanding**  
Printed: **25/08/2021**

**Application Status**  
Outstanding  
**Existing LPS Zones and Reserves**  
Local road  
Rural

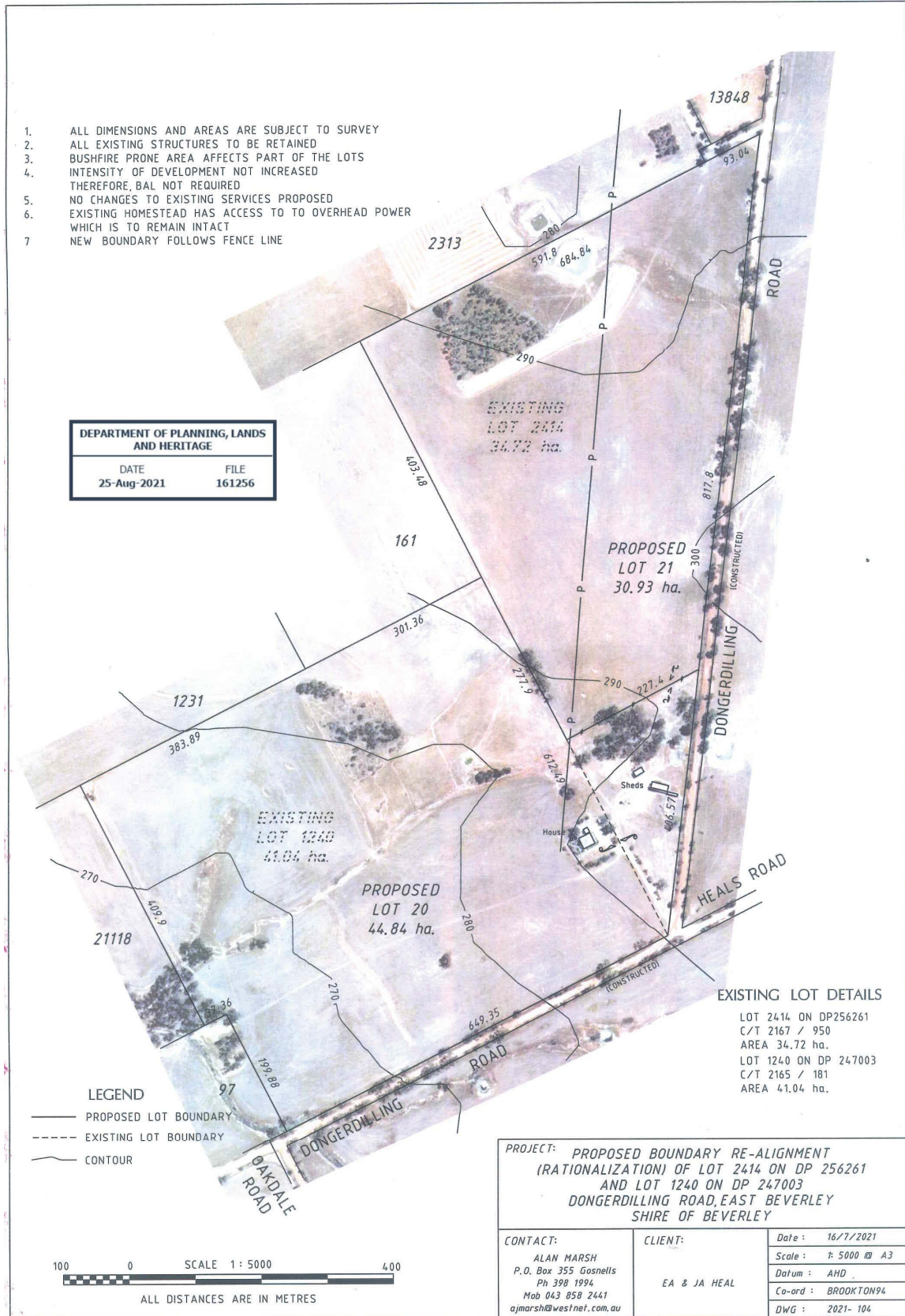
**Easements and Referrals**  
**Region Scheme Reserves**  
**Localities & Local Government Boundaries**  
Local government boundary  
Locality



Produced by Data Analytics,  
Department of Planning, Lands and Heritage, Perth WA  
Base information supplied by  
Western Australian Land Information Authority SLIP 1180-2020-1



Attachment 9.2





### **9.3 Development Application – Outbuilding (Agricultural Storage Shed) – Lot 16914 on DP142225 – Blechy’s Road (off Clulow Road)**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>S &amp; JJ Lottering</b>
<b>File Reference:</b>	<b>BLE 51152</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Shire Planner</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Locality Map, Site Plan and Shed Elevation Plans</b>

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#### **SUMMARY**

An application has been received to construct a Zincalume Outbuilding (Agricultural Storage Shed), in extent 405 m<sup>2</sup> at Lot 16914 on DP142225 Blechy’s Road, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at Lot 16914 on DP142225 Blechy’s Road (off Clulow Road), Beverley and zoned *Rural* in terms of the Shire of Beverley Local Planning Scheme No. 3. It is 84.8825 Ha in extent and contains an assortment of Sea Containers previously approved.

The dimensions of the proposed zincalume shed are as follows:  
27m x 15m with wall height of 5m and approx. apex roof height of 5.5m.

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

- In terms of the Shire’s Outbuilding Policy (Policy), *‘Outbuildings within 75 metres of a road boundary are to be constructed of Colorbond, masonry or similar approved material (excludes zincalume).*

The proposed Outbuilding complies with other requirements of the Council’s Outbuilding Policy.

#### **COMMENT**

The marginal decrease in the linear distance of the proposed outbuilding from the Blechy’s Road Reserve Boundary (75m permissible – 68m proposed) is not considered to result in a negative impact on the amenity of the surrounding area. The applicant submitted that the property is very remote and there is also screening vegetation between the road reserve and the proposed shed site, which should further reduce any perceived negative visual impact. The application will therefore be recommended for approval.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire’s Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council’s consideration.

## CONSULTATION

No consultation was deemed required.

## STATUTORY ENVIRONMENT

The application may be approved under the Shire of Beverley's Local Planning Scheme No. 3.

## FINANCIAL IMPLICATIONS

There are no financial implications in relation to this application.

## STRATEGIC IMPLICATIONS

There are no strategic implications in relation to this application.

## POLICY IMPLICATIONS

There are no policy implications in relation to this application.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

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

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for an Outbuilding (Agricultural Storage Shed), at Lot 16914 on DP142225 Blechy's 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. 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**

**M5/0921**

**Moved Cr Martin**

**Seconded Cr White**

**That Council resolve to grant planning approval for an Outbuilding (Agricultural Storage Shed), at Lot 16914 on DP142225 Blechy's 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. 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).**

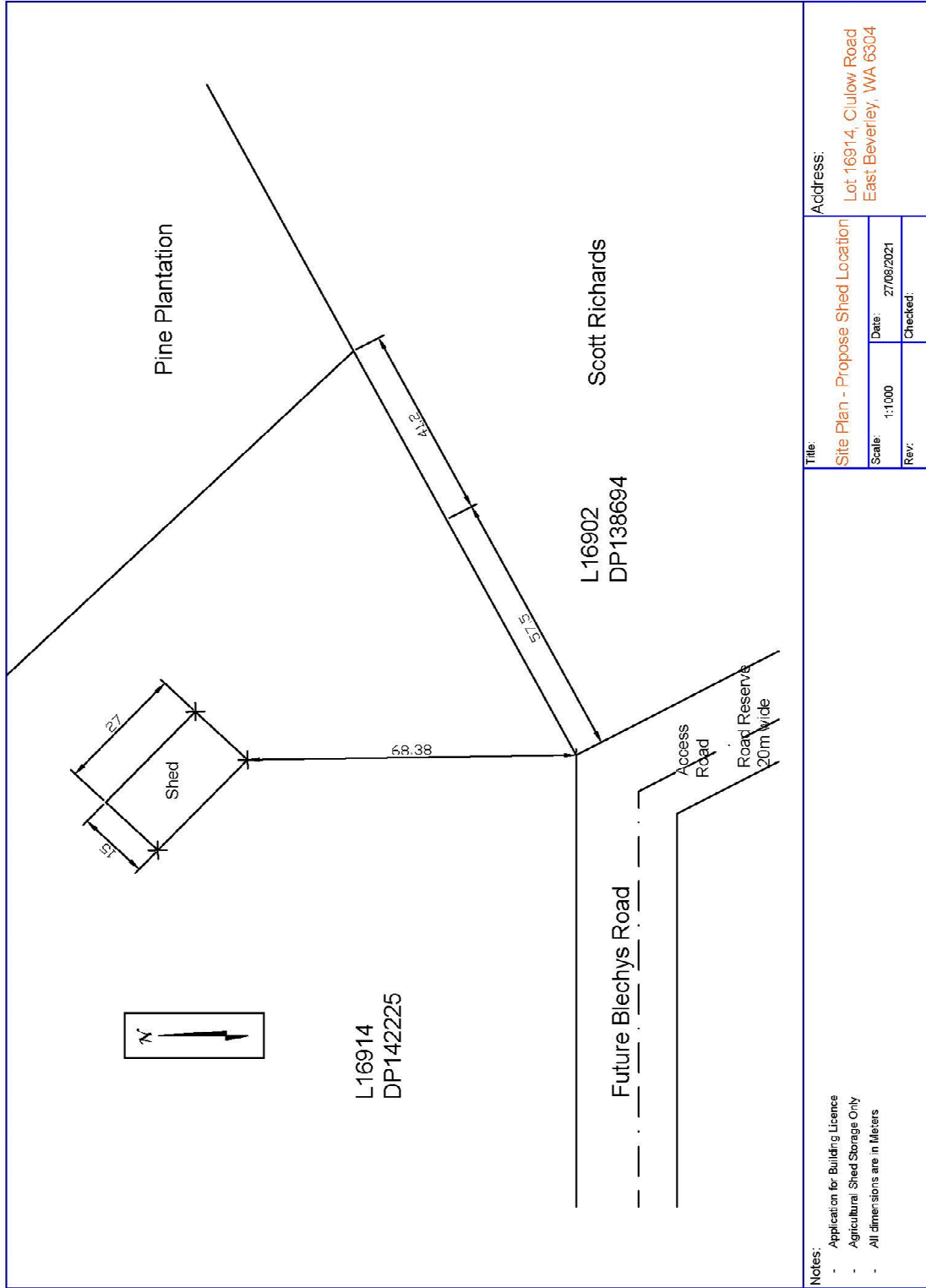
**Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.**

**CARRIED 8/0**

Attachment 9.3

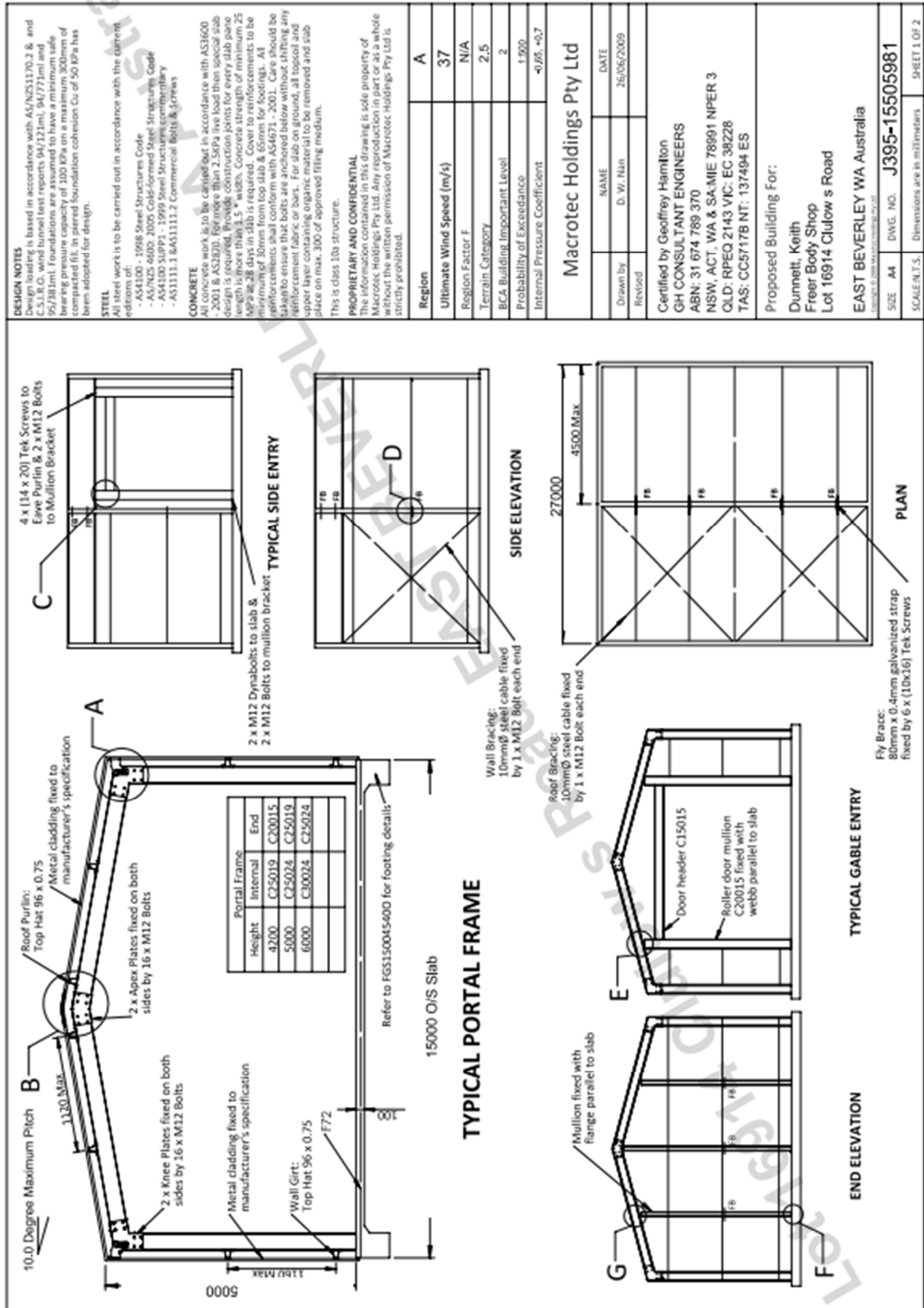


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<b>Notes:</b> - Application for Building Licence - Agricultural Shed Storage Only - All dimensions are in Meters		<b>Title:</b> Site Plan - Propose Shed Location		<b>Address:</b> Lot 16914, Culow Road East Beverley, WA 6304	
<b>Scale:</b> 1:1000	<b>Date:</b> 27/08/2021	<b>Rev:</b>	<b>Checked:</b>		

Attachment 9.3



#### **9.4 Development Application - Proposed Small Bar, Restaurant/Café, ATM and Signage – 126 (Lot 54) Vincent Street, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>15 September 2021</b>
<b>Applicant:</b>	<b>M &amp; T Martino</b>
<b>File Reference:</b>	<b>VIN 51671</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Management Plan and Addenda, Locality Map</b>

---

#### **SUMMARY**

An application was received to establish a Wine Bar, Restaurant/Café, ATM and associated signage at 126 (Lot 54) Vincent Street. It will be recommended the application be approved.

#### **BACKGROUND**

The location is at the premises of the present ANZ Bank, soon to be vacated. As per the application documentation, the new owner submitted the following:

*The owners propose to open the venue as a Wine Bar. In addition to the proposed Wine Bar the owners would also seek to be approved to operate as a restaurant/café by way of alfresco dining. Modifications to the interior to support this venture would be made as per the attached management plan. Relocation of ATM re ANZ agreement as per addendum. Future upgrade to include toilets.*

A Management Plan was submitted within the application documentation. The following is an extract from the detailed submission received:

#### **Proposed Land Uses**

*The owners of the property propose that the land be utilised for the following purposes:*

#### **Small Bar**

*The owners propose to open the venue as a Wine Bar to service sophisticated wine consumers and lovers of fine food within Beverley, and the surrounding regions. Trends in the Australian market indicate a mature, developed wine market, with some signs of ‘trading up’ as consumers seek quality over quantity, as they see wine knowledge as an indication of sophistication, education, and worldly experience.*

*Uniquely different from the Hotel Beverley and the Freemasons Tavern, the Wine Bar will specialise in the sale of a unique selection of Australian and international wines that match with a quality selection of gourmet tapas. The Wine Bar is a Martino family owned and operated venture and will have an atmosphere of relaxed elegance when completed.*

*As a “Small Bar” Section 41A of the Liquor Control Act 1988 (“the Act”) provides for the grant of a small bar licence. To support the intended purpose, the Act provides that a small bar licence is subject to conditions:*



- a. Prohibiting the sale of packaged liquor; and
- b. Limiting the number of persons (excluding responsible persons and authorised officers) who may be on the licensed premises to a maximum of **120 persons** at any one time and proposed licenced areas is delineated by the red boundary (please refer to attachments).

#### Restaurant / Cafe

In addition to the proposed Wine Bar the owners would also seek to be approved to operate as a restaurant / café by way of alfresco dining.

Stage two of the owners propose and intended use of the building would be to open the side portion of the venue throughout the weekends up, to service local and passing trade with café style breakfasts by transferring the side area into a pedestrian access only style laneway and the internal small dining room. With the intention of adding more modern and inclusive toilets.

#### Relocation of ATM Machine

The owners have been involved in protracted negotiations with ANZ Bank to ensure the ATM Machine remains in Beverley. When presented with two options, ANZ indicated that they would prefer the ATM to be relocated outside of the building. We proposed to ANZ that we build a secure bunker to house the ATM and locate that secure bunker to the side of the property facing Vincent Street. ANZ were in agreeance.

By relocating the ATM to the side of the property and set back off Vincent Street, the ATM would be visible enough for passing trade. We would propose to utilise the existing entrance canopy by fitting it to the structure utilising existing dimensions.

The colour will remain corporate ANZ:

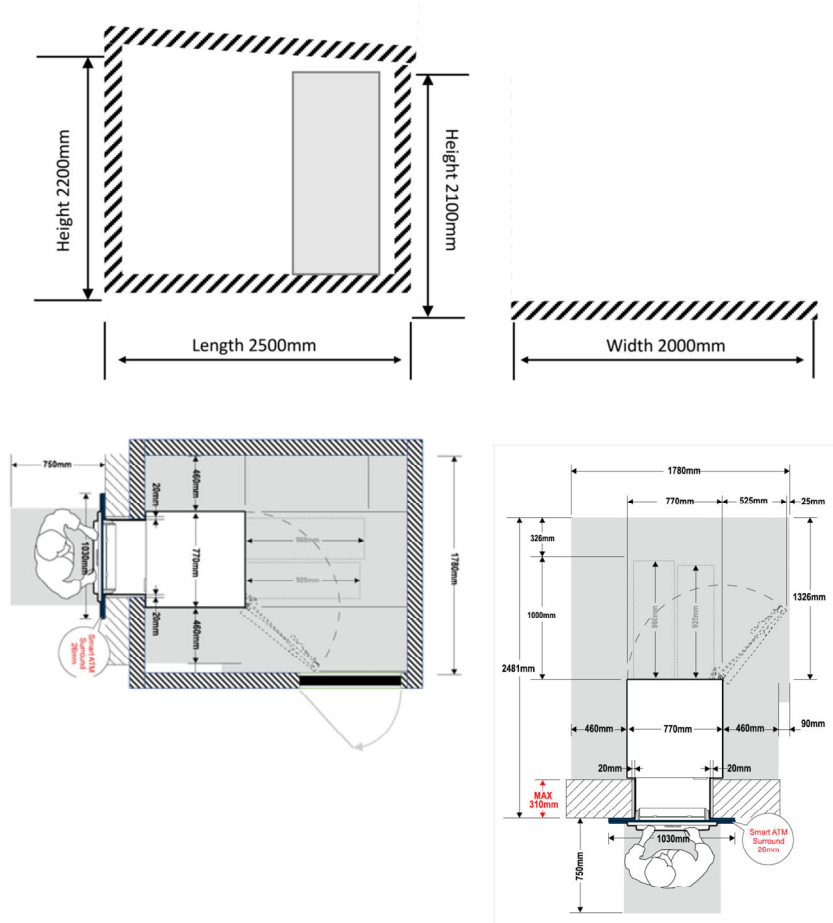


Image 1 – Proposed Alternate Location

#### ATM Bunker Construction

The bunker will be constructed out of solid brick or 100mm reinforced formed concrete with the face and base render matching the existing building where possible. But not

more than the following dimensions. The existing Teller awning will transfer to the front of the bunker.



### Signage

Proposal to install the following signage:

#### Existing Canopy

The owners propose to utilise the existing entrance canopy fitting. Say that, where the existing blue canopy is located over the entrance to the front door of the building, a canopy will be installed that occupies the existing dimensions as the existing blue canopy.

- The colour will change
- The awning may be sign written denoting the name of the business

#### Existing Light Box

The owners propose to utilise the existing light box position where possible. Say that, where the existing ANZ light box is located facing the building from Vincent Street, a new light box will be installed that occupies the existing dimensions as the existing ANZ light box.

- The colour will change
- The light box may display a logo of the business

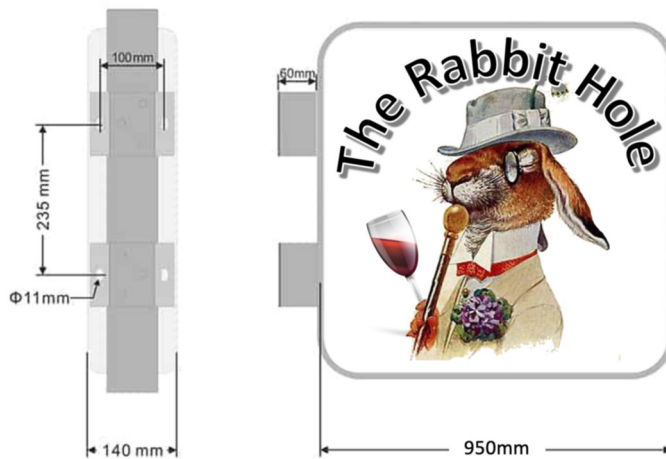


Image 1 – Light Box Sign Dimensions

### Zoning

The subject site 126 (Lot 54) Vincent Street is Zoned 'Rural Townsite' in terms of the *Shire of Beverley Local Planning Scheme No. 3 (LPS 3)*, contains an existing double storey building (not yet Heritage Listed in the *Local Heritage Survey*), and is 632m<sup>2</sup> in extent. Access to the rear of the subject property is afforded through access easements on lot 51 and 52 on DP43158.

### **COMMENT**

The proposed uses are categorized as follows pursuant to LPS 3, which uses are all 'P' uses in *Table 3 – Zoning Table*.

'Small Bar' is defined as follows in LPS 3:

Means premises the subject of a small bar licence granted under the *Liquor Control Act 1988*.

'Restaurant/Café' is defined as follows in LPS 3:

Means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licensed under the *Liquor Control Act 1988*.

The ATM is regarded as an ancillary/subservient/incidental use to the above. It is also acknowledged that the ATM machine is an established use and will only be relocated from its present location to a different location on the same subject property.

The proposed Signage is regarded as being in pace with the character of the setting in terms of its dimensions, site location, contents & message.

A 'P' use means that the use is permitted if it complies with any relevant development standards and requirements of LPS 3. The proposal is presented to Council as it requires a variation pursuant to Clause 30(1) in LPS3 – *additional site and development requirements*, in so far as onsite parking is concerned.

Clause 40(1) of LPS3 reads as follows:

*In considering an application for development approval for the development and use of land for a purpose specified in Table 6, the Local Government shall require*

*arrangements for the provision of car parking spaces not less than the number specified in Table 6.*

Table 6 in LPS3 deals with the number of onsite car parking spaces required to be provided for different land uses. For a *Restaurant* Land use the number of required parking spaces are 1 per 4 persons. Table 6 is silent on the parking requirements for a *Small Bar* – this to be determined by the Local Government pursuant to Clause 40(3). It is proposed that the *Small Bar* and *Restaurant/Café* be viewed as a single unit for purposes of calculating the number of parking spaces required.

Using the applicant submitted maximum number of 120 patrons, this then translates to 30 parking spaces required.

There is evidently no opportunity to provide such number of onsite parking spaces on the subject property as a result of amongst others the following:

- The unique placement of the building on the property, the building site coverage, and the front façade being right on the front property boundary;
- The façade taking up almost the entire front boundary length which makes access to the rear limited;
- The proposed use of the western external area as an Alfresco Area, and the Vincent Street – Streetscape Urban Design Proposals, which would make vehicle access to the rear impossible;
- The very limited rear vehicle access through access easements on adjoining blocks to the east and north;
- Providing onsite parking in the limited space available at the rear of the property is regarded as being impractical – the space that is available at the rear is at present being used by the ANZ bank staff and will most likely continue to be used as such by the proprietors and employees of the new establishment.

Clause 40(5) of LPS3 determines that:

*Where car parking spaces are required to be provided in accordance with this Scheme, the local government may grant a cash payment in lieu of the provision of some or all of those car parking spaces.*

The last mentioned remains the prerogative of Council to exercise but for the sake of encouraging high quality private investment in a prominent location within the main street that is regarded to be beneficial to the community and visiting tourists, Shire Planner submits that the cash payment in lieu of provision of parking spaces not be required.

As submitted by the applicant in the documentation supplied, there is anecdotal evidence that sufficient off-site car parking spaces are available within reasonable walking distance from the proposed establishment to the extent that availability of vehicle parking spaces should not cause an adverse issue. The proposed hours of operation (generally after normal business hours, when the main street is less busy), should also assist in addressing the availability of parking spaces in the area.

Clause 30(2) of LPS3 reads as follows:

*The local government may approve an application for a development approval that does not comply with an additional site and development requirement.*

Shire Planner would recommend that the application be approved and that Council should exercise its ability to vary site and development requirements pursuant to Clause 30(2) in so far as on site vehicle parking is concerned, and afford development approval generally for the following reasons:

- There is anecdotal evidence of ample off-site parking available in the immediate vicinity of the application property;
- The proposed establishment will augment the limited dining and entertainment options available to residents and tourists;
- The proposal supports the narrative of activating the Mainstreet, a key deliverable of the Vincent Street - Streetscape Project.

### **CONSULTATION**

Consultation was had with the Shire's Environmental Health Officer and Building Surveyor. The outcome of the consultation is included within the proposed Advice Notes.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

### **STATUTORY ENVIRONMENT**

The application may be considered under the Shire of Beverley's Local Planning Scheme No. 3.

### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **RISK IMPLICATIONS**

It is considered that the proposal has insignificant risks.

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

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

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for a Small Bar, Restaurant/Café, ATM and Signage at 126 (Lot 54) Vincent 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 the Manager: Planning & Development Services.
2. The submitted Management Plan is to be complied with on a continued basis, to the satisfaction of the Shire.
3. The maximum number of patrons to occupy the premises at any one time shall not exceed 120.

### **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 where applicable, prior to any building work commencing.

Note 5: The applicant is advised that any music or entertainment is to be low level acoustic live music or low amplification pre-recorded music, considered to fall within the 60dB to 70dB level range.

Note 6: The applicant is advised that food provision and kitchen/food service areas will need to comply with the *Food Act 2008*.

Note 7: The applicant is advised that Building Requirements and the change of use will need to be certified by a Private Certifier, whom will issue a Certificate of Design Compliance (CDC), prior to any Building Permit being issued. Particular attention should be paid to emergency egress, fire safety items/equipment and access for people with disabilities if required.

Note 8: The applicant is advised that if entertainment is provided, a Public Building Approval will need to be issued under the Health (Miscellaneous) Provisions Act.

Note 9: The applicant is advised that Watercorp should be contacted for any Grease Trap or Trade Waste requirements.

Note 10: 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**

**M6/0921**

**Moved Cr Seed**

**Seconded Cr Lawlor**

**That Council resolve to grant planning approval for a Small Bar, Restaurant/Café, ATM and Signage at 126 (Lot 54) Vincent 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 the Manager: Planning & Development Services.**
- 2. The submitted Management Plan is to be complied with on a continued basis, to the satisfaction of the Shire.**
- 3. The maximum number of patrons to occupy the premises at any one time shall not exceed 120.**

### **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 where applicable, prior to any building work commencing.
- Note 5:** The applicant is advised that any music or entertainment is to be low level acoustic live music or low amplification pre-recorded music, considered to fall within the 60dB to 70dB level range.
- Note 6:** The applicant is advised that food provision and kitchen/food service areas will need to comply with the *Food Act 2008*.
- Note 7:** The applicant is advised that Building Requirements and the change of use will need to be certified by a Private Certifier, whom will issue a Certificate of Design Compliance (CDC), prior to any Building Permit being issued. Particular attention should be paid to emergency egress, fire safety items/equipment and access for people with disabilities if required.
- Note 8:** The applicant is advised that if entertainment is provided, a Public Building Approval will need to be issued under the Health (Miscellaneous) Provisions Act.



**Note 9: The applicant is advised that Watercorp should be contacted for any Grease Trap or Trade Waste requirements.**

**Note 10: 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



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## **9.5 Interim Review of Map of Bushfire Prone Areas**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>20 September 2021</b>
<b>Applicant:</b>	<b>Office of Bushfire Risk Management</b>
<b>File Reference:</b>	<b>ADM 0536</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Map of Bush Fire Prone Areas FAQ, Standardized Response Letter</b>

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### **SUMMARY**

The Office of Bushfire Risk Management (OBRM) at the Department of Fire and Emergency Services is undertaking the 2021 Interim Review of the Map of Bush Fire Prone Areas (the Map). It will be recommended that Council advise the OBRM that it proposes no changes to the Map of Bushfire Prone Areas.

### **BACKGROUND**

As mentioned above the Office of Bushfire Risk Management (OBRM) at the Department of Fire and Emergency Services is undertaking the 2021 Interim Review of the Map of Bush Fire Prone Areas (the Map). The Map identifies land designated as bush fire prone by the Fire and Emergency Services Commissioner. Additional planning and building requirements may apply to future developments in designated areas so that they are better protected from the impact of bush fires.

The State Government is currently implementing the Action Plan for Bushfire Framework Review 2019 which includes the development of a new bush fire prone mapping system for Western Australia. The CSIRO have been contracted to develop this new mapping methodology using the best available bush fire science and modelling approach. It is anticipated this new mapping methodology and updated Map will be available in late 2022.

As it has been two years since the Map was last reviewed, OBRM have initiated the 2021 Interim Review of the Map to ensure its accuracy is maintained while the CSIRO develop the new mapping methodology. This interim review will only consider significant changes (1 hectare or greater) to vegetation that may impact on the Map. For further information please refer to the attached Frequently Asked Questions document.

This year the OBRM is requesting that any local governments who do not wish to make changes reply to ensure an efficient and effective process.

### **COMMENT**

The present Map of Bushfire Prone Areas has been in use in the Shire's area of jurisdiction since December 2015. During this time, and with subsequent annually released editions from 1 June 2016 to 1 June 2019, no objections or opposition have been received from any rate payer or other individual.

It will therefore be recommended Council resolve to advise the OBRM, through the CEO, that the Shire does not propose any changes to the current mapping for the 2021 Interim Review, as per the standardized response letter attached.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by policy EM009. The CEO therefore provides this report for Council's consideration.

### **CONSULTATION**

Consultation was had with Shire's Community and Emergency Services Manager.

### **STATUTORY ENVIRONMENT**

Planning & Development (Local Planning Schemes) Regulations, 2015. Fire and Emergency Services Act 1998.

### **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.

### **RISK IMPLICATIONS**

It is considered that the proposal has insignificant risks.

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

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

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to advise the Office of Bushfire Risk Management, through the CEO, that the Shire does not propose any changes to the current mapping for the 2021 Interim Review, as per the standardised response letter.

**COUNCIL RESOLUTION**

**M7/0921**

**Moved Cr Gogol**

**Seconded Cr Seed**

**That Council resolve to advise the Office of Bushfire Risk Management, through the CEO, that the Shire does not propose any changes to the current mapping for the 2021 Interim Review, as per the standardised response letter.**

**CARRIED 8/0**

## **9.6 Development Application: Proposed Replacement of Signage – 103 (Lot 32) Vincent Street, Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>21 September 2021</b>
<b>Applicant:</b>	<b>OP &amp; VA Jenkin</b>
<b>File Reference:</b>	<b>VIN 460</b>
<b>Author and Position:</b>	<b>Stefan de Beer, Manager of Planning</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Signage Proposal, Heritage Inventory Place #39</b>

---

### **SUMMARY**

An application has been submitted for the replacement of existing signage on the Avon Trading building located at 103 (Lot 32) Vincent Street. It will be recommended the application be approved.

### **BACKGROUND**

The applicant proposes to rebrand the business premises from the existing *Thrifty Link* brand to *Home Hardware* brand. As part of this exercise existing *Thrifty Link* signage will be replaced with *Home Hardware* signage as per the attached submission.

The proposal affects the building at 103 (lot 32) Vincent Street. The subject is Zoned *Rural Townsite* in terms of Shire of Beverley Local Planning Scheme No. 3 (LPS 3).

The subject property is recorded in the present Shire of Beverley Municipal Heritage Inventory 1995, as being considered to have cultural heritage significance (Place #39) – please see attachments.

### **COMMENT**

Clause 67 of Schedule 2 Part 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) list a number of matters which the local government must have due regard to when determining an application for development approval. Below is a discussion of the matters which are deemed to be relevant to the application at hand, with Author's comments:

#### Clause 67(k) and 67(l) of the Regulations:

*'the built heritage conservation of any place that is of cultural significance'; and  
'the effect of the proposal on the cultural heritage significance of the area in which the development is located.'*

The proposed rebranding is considered essentially replacing like for like signage in terms of the locations and dimensions indicated in the submission. The proposal generally accords with Council's Signage Policy for the *Rural Townsite Zone* and its specific placement is regarded as strengthening the heritage character of the building.

### **CONSULTATION**

No consultation was deemed required.

## ELECTORAL CARETAKER PERIOD POLICY STATEMENT

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

## STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

## 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.

## RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

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

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for replacement of the Signage at 103 (Lots 32) Vincent 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.

**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, if applicable.
- Note 5: The applicant is advised to consider surveying and registering an appropriate easement on the road reserve which area is affected by the verandah posts and overhang.
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.



**COUNCIL RESOLUTION**

**M8/0921**

**Moved Cr Pepper**

**Seconded Cr Martin**

**That Council resolve to grant planning approval for replacement of the Signage at 103 (Lots 32) Vincent 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.**

**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, if applicable.**

**Note 5: The applicant is advised to consider surveying and registering an appropriate easement on the road reserve which area is affected by the verandah posts and overhang.**

**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**

3:08pm – Shire Planner, Stefan de Beer left the meeting and did not return

Attachment 9.6

Place No 39/Avon Trading/Page 1

**SHIRE OF BEVERLEY**  
**MUNICIPAL HERITAGE INVENTORY**  
**PLACE RECORD FORM**

LGA Place No: 39

Avon Trading

**Photograph of the place**



**LOCATION**

HCWA Reference Number	
Other Reference Number	
Name of Place	Avon Trading
Other Names (1)	
Other Name (2)	
<b>Location/Address</b>	
Street Number and Name	103 Vincent Street
Suburb/Town	BEVERLEY
<b>Other Locational Descriptor</b>	
Local Government Authority	Shire of Beverley
Map References:	

SHIRE OF BEVERLEY MUNICIPAL HERITAGE INVENTORY

Attachment 9.6

Place No 39/Avon Trading/Page 2

**OWNERSHIP & LAND DESCRIPTION**

Owner	Address	Phone/fax	Status	No.
P. Jenkins	25 Hunt Rd Beverley			

Reserve No.	Lot/Location No.	Plan/Diagram	Vol/Folio	No.

**DESCRIPTION**

Construction Date (1)	1886
Construction Date (2)	
Source/Details	
Site Type	
Use(s) of Place	
Original	Store
Present	Store
Other	
Architect/Designer (1)	
Architect/Designer (2)	
Other Associated Persons (1)	
Other Associated Persons (2)	
Construction Materials	
Walls	Brick
Roof	CGI
Other	Jarrah
Modifications	A great many
Condition	Fair
Integrity (how much of the original fabric is intact?)	Outer shell only
Description	

The building consists of three painted separate roof sections with a circle of brick on each (now painted over).

*The predominant features of the place include the gable ends with circle motif, the two high pitched roofs and shallower pitched roof (all with short sheeted metal), and the awning supported by the rods. The nil street boundary setback is also a prominent feature. The large windows are a typical modification for retail/showroom buildings adapted from earlier design.*

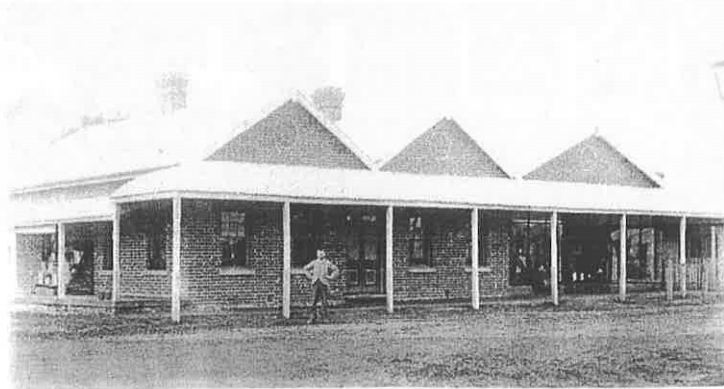
**SIGNIFICANCE**

Historic theme (s)	Occupations
Sub theme (s)	Commercial and service industries
Statement of Significance	<p>The shop was built in 1886 for Mr H H Sewell. C Edwards started his business here. In 1896 a small store and dwelling were added on the Forrest Street side. The 1st Union Bank was housed there from 1904-07. In 1909 parts were used by the Great Southern Meat Supply, a fruit &amp; vegetable store, and for tearooms. In 1929 the Shackles family started this butcher shop. It was also used by the Albany Fish Supply. The large complex is now only 2 shops as many internal walls have been removed.</p> <p><i>Moderate architectural significance would benefit from restoration of original significant features.</i></p>
Recommendation/Conservation Strategy	

Attachment 9.6

Place No 39/Avon Trading/Page 3

<b>OTHER</b>	
<b>Other Supporting Information</b>	
Beverley Historical Society	
<b>Listing and Assessment</b>	
<i>Assessor (s) Name</i>	<i>Assessor (s) Address/Phone</i>
<b>Community Committee</b>	c/o Shire of Beverley Ph 096 461200
State Register of Heritage Places (Y/N)	
Classified by the National Trust (Y/N)	
Register of the National Estate (Y/N)	
Local Town Planning Scheme(Y/N)	



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

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>17 September 2021</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>S.K. Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>August 2021 Financial Reports</b>

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 31 August 2021.

#### **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 2021 Ordinary Meeting, item 11.4.

#### **COMMENT**

The monthly financial reports for the period ending 31 August 2021 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.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision.

#### **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 2021/22 Budget.

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

### RISK IMPLICATIONS

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

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

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

### VOTING REQUIREMENTS

Simple Majority

### OFFICER'S RECOMMENDATION

That the monthly financial report for the month of August 2021 be accepted and material variances be noted.

**COUNCIL RESOLUTION**

**M9/0921**

**Moved Cr Seed**

**Seconded Cr White**

**That the monthly financial report for the month of August 2021 be accepted and material variances be noted.**

**CARRIED 8/0**



**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 August 2021**

Description	Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,388,968.00	3,045,693.00	3,051,290.47	5,597.47	
Governance	2,100.00	500.00	6,666.92	6,166.92	
Law, Order & Public Safety	242,100.00	5,000.00	4,930.45	(69.55)	
Health	300.00	32.00	0.00	(32.00)	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	129,692.00	21,294.00	19,568.90	(1,725.10)	
Community Amenities	211,385.00	189,837.00	191,800.73	1,963.73	
Recreation & Culture	218,434.00	21,327.00	45,634.00	24,307.00	Moort Wabiny Park Retention Fee \$33,963 transfer from Trust partially offset by final retention fee repayment to Contractor.
Transport	3,950,230.00	377,796.00	378,039.54	243.54	
Economic Activities	197,344.00	23,390.00	24,064.43	674.43	
Other Property & Services	43,100.00	5,830.00	7,347.72	1,517.72	
<b>Total Operating Revenue</b>	<b>8,383,653.00</b>	<b>3,690,699.00</b>	<b>3,729,343.16</b>	<b>38,644.16</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(162,227.00)	(25,352.00)	(21,496.18)	3,855.82	
Governance	(306,541.00)	(51,158.00)	(47,722.94)	3,435.06	
Law, Order & Public Safety	(432,526.00)	(74,668.00)	(68,589.78)	6,078.22	
Health	(154,777.00)	(23,024.00)	(19,106.49)	3,917.51	
Education & Welfare	(111,017.00)	(11,468.00)	(10,850.52)	617.48	
Housing	(205,724.00)	(31,305.00)	(31,507.21)	(202.21)	
Community Amenities	(666,749.00)	(94,697.00)	(93,173.27)	1,523.73	
Recreation & Culture	(1,592,700.00)	(220,891.00)	(213,028.86)	7,862.14	
Transport	(2,519,187.00)	(400,081.00)	(394,738.28)	5,342.72	
Economic Activities	(593,888.00)	(85,863.00)	(79,720.83)	6,142.17	
Other Property & Services	(15,050.00)	(1,352.00)	(55,936.72)	(54,584.72)	PWOH & POC allocation timing versus expenditure.
<b>Total Operating Expenditure</b>	<b>(6,760,386.00)</b>	<b>(1,019,859.00)</b>	<b>(1,035,871.08)</b>	<b>(16,012.08)</b>	
<b>Net Operating</b>	<b>1,623,267.00</b>	<b>2,670,840.00</b>	<b>2,693,472.08</b>	<b>22,632.08</b>	
<b>Capital Income</b>					
Self Supporting Loan - Principal Repayment	14,285.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	359,000.00	0.00	0.00	0.00	
New Loan Raised	1,000,000.00	1,000,000.00	1,000,000.00	0.00	
<b>Total Capital Income</b>	<b>1,373,285.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>0.00</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 August 2021**

Description	Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(329,893.00)	(154,000.00)	(169,749.18)	(15,749.18)	Moort Wabiny Park final retention fee payment (\$15,438) offset by transfer from Trust.
Plant and Equipment	(946,980.00)	0.00	0.00	0.00	
Office Furniture and Equipment	0.00	0.00	0.00	0.00	
Road Construction	(5,309,327.00)	(18,500.00)	(18,722.00)	(222.00)	
Other Infrastructure	(1,492,771.00)	(570,000.00)	(566,920.73)	3,079.27	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(102,053.00)	0.00	0.00	0.00	
<b>Total Capital Expenditure</b>	<b>(8,181,024.00)</b>	<b>(742,500.00)</b>	<b>(755,391.91)</b>	<b>(12,891.91)</b>	
<b>Net Capital</b>	<b>(6,807,739.00)</b>	<b>257,500.00</b>	<b>244,608.09</b>	<b>(12,891.91)</b>	
<b>Adjustments</b>					
Depreciation Written Back	2,405,056.00	397,226.00	396,564.91	(661.09)	
Movement in Leave Reserve Cash Balance	0.00	0.00	0.00	0.00	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current Lease Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current Investments	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(35,100.00)	0.00	0.00	0.00	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	1,160,706.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	1,653,810.00	1,653,810.00	1,653,809.54	(0.46)	
<b>Total Adjustments</b>	<b>5,184,472.00</b>	<b>2,051,036.00</b>	<b>2,050,374.45</b>	<b>(661.55)</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>4,979,376.00</b>	<b>4,988,454.62</b>	<b>9,078.62</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF NET CURRENT ASSETS  
FOR THE PERIOD ENDING  
31 August 2021**

Description	Actual 2020/21	YTD Actual 2021/22
<b>Current Assets</b>		
Cash at Bank	2,311,028.21	4,947,637.49
Cash - Unrestricted Investments	0.00	0.00
Cash - Restricted Reserves	2,830,708.90	2,830,708.90
Cash on Hand	300.00	300.00
Accounts Receivable	460,327.66	1,175,413.95
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	14,284.95	14,284.95
Inventory - Fuel	10,281.78	10,013.35
<b>Total Current Assets</b>	<b>5,626,931.50</b>	<b>8,978,358.64</b>
<b>Current Liabilities</b>		
Accounts Payable	(908,299.23)	(925,081.29)
Loan Liability - Current	(102,053.23)	(122,528.87)
Annual Leave Liability - Current	(252,079.13)	(252,079.13)
Long Service Leave Liability - Current	(107,438.93)	(107,438.93)
Doubtful Debts	0.00	0.00
<b>Total Current Liabilities</b>	<b>(1,369,870.52)</b>	<b>(1,407,128.22)</b>
<b>Adjustments</b>		
Less Restricted Reserves	(2,830,708.90)	(2,830,708.90)
Less Self Supporting Loan Income	(14,284.95)	(14,284.95)
Add Leave Reserves - Cash Backed	139,689.18	139,689.18
Add Loan Principal Expense	102,053.23	122,528.87
<b>Total Adjustments</b>	<b>(2,603,251.44)</b>	<b>(2,582,775.80)</b>
<b>NET CURRENT ASSETS</b>	<b>1,653,809.54</b>	<b>4,988,454.62</b>

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
AS AT  
31 August 2021**

Description	Actual 2020/21	YTD Actual 2021/22	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	5,142,037.11	7,778,646.39	2,636,609.28
Accounts Receivable	360,327.66	1,075,413.95	715,086.29
Contract Asset - Current	100,000.00	100,000.00	0.00
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	14,284.95	14,284.95	0.00
Inventory	10,281.78	10,013.35	(268.43)
<b>Total Current Assets</b>	<b>5,626,931.50</b>	<b>8,978,358.64</b>	<b>3,351,427.14</b>
<b>Current Liabilities</b>			
Accounts Payable	(438,600.91)	(462,219.67)	(23,618.76)
Contract Liability - Current	(462,861.62)	(462,861.62)	0.00
Loan Liability - Current	(102,053.23)	(122,528.87)	(20,475.64)
Lease Liability - Current	(6,836.70)	0.00	6,836.70
Annual Leave Liability - Current	(252,079.13)	(252,079.13)	0.00
Long Service Leave Liability - Current	(107,438.93)	(107,438.93)	0.00
Doubtful Debts	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>(1,369,870.52)</b>	<b>(1,407,128.22)</b>	<b>(37,257.70)</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	134,837.98	134,837.98	0.00
Non-Current Investments	55,355.13	55,355.13	0.00
Land and Buildings	30,374,265.91	30,422,835.48	48,569.57
Plant and Equipment	1,902,265.11	1,860,511.19	(41,753.92)
Furniture and Equipment	124,354.85	119,007.47	(5,347.38)
Infrastructure	60,266,728.95	60,624,087.68	357,358.73
Self Supporting Loan - Non Current	10,968.23	10,968.23	0.00
<b>Total Non-Current Assets</b>	<b>92,868,776.16</b>	<b>93,227,603.16</b>	<b>358,827.00</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(1,277,171.79)	(2,256,696.15)	(979,524.36)
Lease Liability - Non Current	(13,673.30)	(13,673.30)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(98,416.32)	(98,416.32)	0.00
<b>Total Non Current Liabilities</b>	<b>(1,389,261.41)</b>	<b>(2,368,785.77)</b>	<b>(979,524.36)</b>
<b>Net Assets</b>	<b>95,736,575.73</b>	<b>98,430,047.81</b>	<b>2,693,472.08</b>

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
AS AT  
31 August 2021**

Description	Actual 2020/21	YTD Actual 2021/22	Movement
<b>Equity</b>			
Accumulated Surplus	(44,609,994.71)	(47,303,466.79)	(2,693,472.08)
Reserves - Cash Backed	(2,830,708.90)	(2,830,708.90)	0.00
Reserve - Revaluations	(48,295,872.12)	(48,295,872.12)	0.00
<b>Total Equity</b>	<b>(95,736,575.73)</b>	<b>(98,430,047.81)</b>	<b>(2,693,472.08)</b>

<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 31 August 2021</b>		
<b>Description</b>	<b>Budget 2021/22</b>	<b>YTD Actual 2021/22</b>
<b>Income</b>		
Rates	2,940,151.00	2,951,971.24
Operating Grants, Subsidies and Contributions	1,063,533.00	291,015.00
Profit On Asset Disposal	72,600.00	0.00
Service Charges	0.00	0.00
Fees & Charges	648,180.00	251,838.56
Interest Earnings	25,831.00	3,206.73
Other Revenue	60,500.00	52,493.33
Non-Operating Grants, Subsidies and Contributions	3,659,796.00	179,828.50
<b>Total Income by Nature &amp; Type</b>	<b>8,470,591.00</b>	<b>3,730,353.36</b>
<b>Expenditure</b>		
Employee Costs	(2,245,286.00)	(268,413.05)
Materials & Contracts	(2,000,424.00)	(190,382.41)
Utilities	(199,182.00)	(31,475.58)
Depreciation On Non-Current Assets	(2,405,056.00)	(396,564.91)
Interest Expenses	(65,273.00)	285.45
Insurance Expenses	(227,251.00)	(146,060.01)
Other Expenditure	(107,725.00)	(8,815.05)
Loss On Asset Disposal	(37,500.00)	0.00
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(7,287,697.00)</b>	<b>(1,041,425.56)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	440,373.00	4,544.28
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>440,373.00</b>	<b>4,544.28</b>
<b>Net Operating by Nature &amp; Type</b>	<b>1,623,267.00</b>	<b>2,693,472.08</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	0.00
RR002	Athol Rd (RoadID: 26) (Maintenance)	1,087.30
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	102.92
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	64.89
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	136.47
RR008	Barrington Rd (RoadID: 13) (Maintenance)	3,854.24
RR009	Batemans Rd (RoadID: 78) (Maintenance)	2,023.92
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	0.00
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	0.00
RR013	Beringer Rd (RoadID: 29) (Maintenance)	125.47
RR014	Bethany Rd (RoadID: 148) (Maintenance)	520.76
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	231.52
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	208.28
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	6,000.77
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	243.64
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,612.97
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	0.00
RR024	Caudle Rd (RoadID: 140) (Maintenance)	868.41
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	531.31
RR027	Collins Rd (RoadID: 66) (Maintenance)	0.00
RR028	Cookes Rd (RoadID: 61) (Maintenance)	0.00
RR029	Corberding Rd (RoadID: 43) (Maintenance)	4,312.71
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	7,970.46
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	0.00
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	0.00
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	471.85
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	1,825.43
RR036	Drapers Rd (RoadID: 79) (Maintenance)	0.00
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	1,947.64
RR039	Ewert Rd (RoadID: 27) (Maintenance)	0.00
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	0.00
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	137.53
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,224.51
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	414.20
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	0.00
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	3,260.70
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	0.00
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	1,089.50
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	0.00
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	299.23
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	5,667.44
RR060	Lennard Rd (RoadID: 58) (Maintenance)	3,081.92
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	249.45
RR063	Maitland Rd (RoadID: 39) (Maintenance)	125.47
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	678.23
RR065	Manns Rd (RoadID: 59) (Maintenance)	0.00
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	268.05
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	0.00
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	0.00
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	187.92
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	2,308.74
RR075	Murrays Rd (RoadID: 71) (Maintenance)	67.57
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00



**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	2,904.33
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	904.50
RR079	Patten Rd (RoadID: 53) (Maintenance)	0.00
RR080	Petchells Rd (RoadID: 38) (Maintenance)	0.00
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	923.70
RR082	Pike Rd (RoadID: 45) (Maintenance)	208.28
RR083	Potts Rd (RoadID: 14) (Maintenance)	3,927.12
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	147.94
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	1,103.99
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	2,170.93
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	60.42
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	0.00
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	456.51
RR092	Schillings Rd (RoadID: 65) (Maintenance)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	2,108.53
RR095	Simmons Rd (RoadID: 101) (Maintenance)	0.00
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	0.00
RR098	Smith Rd (RoadID: 72) (Maintenance)	0.00
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	2,015.28
RR100	Spavens Rd (RoadID: 44) (Maintenance)	537.73
RR101	Springhill Rd (RoadID: 23) (Maintenance)	104.15
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	0.00
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	1,177.71
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	290.24
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	4,473.61
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	56.93
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	3,582.48
RR109	Walgy Rd (RoadID: 42) (Maintenance)	2,719.33
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	0.00
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	9,867.34
RR114	Westdale Rd (RoadID: 166) (Maintenance)	5,698.13
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00

<b>SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 August 2021</b>		
<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
RR116	Woods Rd (RoadID: 68) (Maintenance)	992.32
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	370.17
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	1,962.05
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	1,348.52
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	0.00
RR999	Rural Roads Various (Maintenance)	28,504.63
WANDRRA	Disaster Recovery Works	0.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>131,818.29</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	329.40
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	173.32
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	99.04
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	0.00
TS013	Duffield St (RoadID: 160) (Maintenance)	139.90
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	424.84
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	186.80
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	49.52
TS023	Hope St (RoadID: 115) (Maintenance)	0.00

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 August 2021**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2021/22</b>
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	619.87
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	365.54
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	296.84
TS033	Lukin St (RoadID: 104) (Maintenance)	530.46
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	0.00
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	25.36
TS042	Richardson St (RoadID: 124) (Maintenance)	0.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	0.00
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	75.65
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	487.82
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS555	Road Sign Updates	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	869.85
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>4,674.21</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>136,492.50</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 August 2021						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
3630922	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	0.00				
	Airfield Emergency	40,130.42				
	Plant	418,968.30				
	Emergency Services	28,700.97				
	Building	290,321.05				
	Recreation Ground	577,460.85				
	Cropping Committee	190,702.55				
	Avon River Development	25,958.89				
	Annual Leave	139,689.18				
	Community Bus	38,015.77				
	Infrastructure	551,029.96				
	Senior Housing	162,054.17				
	Mainstreet Development	307,401.91				
Avondale Mach Museum	60,274.88	2,830,708.90	3 mnths	0.20%	22/09/2021	
	<b>Total</b>		<b>2,830,708.90</b>			

## **11.2 Accounts Paid by Authority**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 23 March 2021</b>
<b>Report Date:</b>	<b>12 March 2021</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>S.K. Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>August 2021 List of Reports (Contact Shire)</b>

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of August 2021.

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2021/22 Budget.

### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision as defined by Policy EM 009. The CEO therefore approves this report for Council's consideration.

### **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 2021/22 Budget.

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

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

### RISK IMPLICATIONS

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

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

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

### VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M10/0921**

**Moved Cr Pepper**

**Seconded Cr Lawlor**

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

**August 2021:**

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

Cheque vouchers

10 August 2021	1834-1836	(3)	\$1,965.26	(auth by CEO S Gollan and DCEO S Marshall)
20 August 2021	1837-1837	(1)	\$9,92.00	(auth by DCEO S Marshall and Cr D White)
23 August 2021	1837-1837	(1)	\$8,441.65	(auth by CEO S Gollan and DCEO S Marshall)

**Total of cheque vouchers for August 2021 incl \$19,998.91 previously paid.**

EFT vouchers

03 August 2021	EFT 7231-7233(3)		\$14,884.24	(auth by CEO S Gollan and Pres D Davis)
03 August 2021	EFT 1-37	(37)	\$55,703.93	(auth by CEO S Gollan and DCEO S Marshall)
10 August 2021	EFT 7236-7291(56)		\$162,523.79	(auth by CEO S Gollan and DCEO S Marshall)
11 August 2021	EFT 7292-7294(3)		\$581,191.89	(auth by CEO S Gollan and Pres D Davis)
13 August 2021	EFT 7295-7298(4)		\$9,024.54	(auth by CEO S Gollan and DCEO S Marshall)
17 August 2021	EFT 1-37	(37)	\$57,676.89	(auth by CEO S Gollan and Pres D Davis)
20 August 2021	EFT 7299-7314(16)		\$32,672.11	(auth by DCEO S Marshall and Cr D White)
23 August 2021	EFT 7315-7315(1)		\$113.30	(auth by CEO S Gollan and DCEO S Marshall)
30 August 2021	EFT 7318-7331(14)		\$12,291.65	(auth by CEO S Gollan and DCEO S Marshall)

**Total of EFT vouchers for August 2021 incl \$926,082.34 previously paid.**

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

Cheque vouchers

Nil vouchers

**Total of cheque vouchers for August 2021 incl \$ 0.00 previously paid.**

EFT vouchers

10 August 2021	EFT 7234-7235(2)		\$100.00	(auth by CEO S Gollan and DCEO S Marshall)
30 August 2021	EFT 7317-7317(1)		\$33,962.92	(auth by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for August 2021 incl \$34,062.92 previously paid.

**(3) Direct Debit Payments totalling \$87,656.23 previously paid.**

**(4) Credit Card Payments totalling \$7,704.79 previously paid.**

**CARRIED 8/0**

## **12. ADMINISTRATION**

### **12.1 Use of the Common Seal**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 28 September 2021</b>
<b>Report Date:</b>	<b>20 September 2021</b>
<b>Applicant:</b>	<b>Shire of Beverley</b>
<b>File Reference:</b>	<b>ADM 0265</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Nil</b>

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#### **SUMMARY**

Council to endorse the use of the Common Seal.

#### **BACKGROUND**

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

#### **COMMENT**

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

1. Lease Agreement for the Exhibition Shed between Shire of Beverley and Active Farmers.

#### **ELECTORAL CARETAKER PERIOD POLICY STATEMENT**

The Officer Recommendation has been reviewed in context of the Shire's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision.

#### **STATUTORY ENVIRONMENT**

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

- (1) A document is duly executed by a local government if -
  - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of –
  - (a) the mayor or president; and
  - (b) the chief executive officer or a senior employee authorised by the chief executive officer,



each of whom is to sign the document to attest that the common seal was so affixed.

- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

Council to consider something

## CONSULTATION

Not required

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

## POLICY IMPLICATIONS

Delegation EO-D010

## RISK IMPLICATIONS

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

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

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

## VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION**

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

1. Lease Agreement for the Exhibition Shed between Shire of Beverley and Active Farmers.

**COUNCIL RESOLUTION**

**M11/0921**

**Moved Cr Martin**

**Seconded Cr White**

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

1. **Lease Agreement for the Exhibition Shed between Shire of Beverley and Active Farmers.**

**CARRIED 8/0**

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

Nil

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

Nil

**15. CLOSURE**

The Chairman declared the meeting closed at 3:14pm

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

PRESIDING MEMBER:

DATE: