



SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 132 Vincent Street Beverley, on Wednesday 18 December 2024. If attending the meeting, please register your attendance at the Shire Office at 2:50pm.

Program

3.00pm – 5.00pm Ordinary Meeting

A handwritten signature in black ink, appearing to read 'S. Gollan', is written over a horizontal line.

Stephen Gollan
Chief Executive Officer

13 December 2024

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Beverley warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Beverley for any act, omission or statement or intimation occurring during a Council meeting.



18 December 2024

ORDINARY MEETING

AGENDA

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1. OPENING

The Presiding Member to declare the meeting open.

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

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

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members

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

2.2 Staff

Mr SP Gollan	Chief Executive Officer
Mr SP Vincent	Manager of Works
Mr BS de Beer	Manager of Planning and Development Services
Mrs A Lewis	Executive Assistant

2.3 Observers and Visitors

2.4 Apologies and Approved Leave of Absence

Mr SK Marshall	Deputy Chief Executive Officer	Annual Leave
Cr AFC Sattler	Approved Leave of Absence	

2.5 Applications for Leave of Absence

3. DECLARATIONS OF INTEREST

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. CONDOLENCES

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

MACDONALD

Heather

4 December 2024

7. CONFIRMATION OF MINUTES

7.1 Minutes of The Ordinary Council Meeting Held 27 November 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Wednesday 27 November 2024 be confirmed.

7.2 Minutes of The Annual General Meeting of Electors Held 10 December 2024

OFFICER'S RECOMMENDATION

That the Minutes of the Annual General Meeting of Electors held Tuesday 10 December 2024 be received.



**ANNUAL ELECTORS MEETING MINUTES
For The Financial Year Ended 30 June 2024
Beverley Recreation Ground Function Room (Amenities Building)
Forrest Street, Beverley
10:30am, Tuesday 10 December 2024**

1. Commencement of Meeting

The President, Cr D White declared the meeting opened at 10:32am.

2. Attendance and Apologies

Councillors in Attendance

Cr D White	Shire President
Cr D Davis	
Cr S Martin	
Cr J Maxwell	

Staff in Attendance

Mr S Gollan	Chief Executive Officer
Mr S Marshall	Deputy Chief Executive Officer
Mr S de Beer	Manager of Planning
Mr S Vincent	Manager of Works
Ms A Lewis	Executive Assistant

Public in Attendance

Mrs G Petchell	Mr P Jenkin	Mrs J Rayner
Mr T Law	Mrs K Law	Mr M Vivian
Mrs B Vivian	Mrs S Collins	Mrs J Murray
Mr B Hunt	Mrs G Hastings	Mrs B Pearce
Mr B Groves	Mrs S Woods	

Apologies

Cr D Ridgway	Deputy President
Cr D Brown	
Cr C Lawlor	
Cr A Sattler	

3. Confirmation of Previous Minutes

MAE1/1224

Moved: Cr S Martin

Seconded: Cr D Davis

That the Minutes of the Annual Electors Meeting for the Financial Year Ended 30th June 2023, held in the Cornerstone Function Room, 141 Vincent Street, Beverley, on Tuesday 12 December 2023, be confirmed.

CARRIED UNANIMOUSLY

4. Business Arising from Previous Minutes

Nil

5. Shire President's Report

The Shire President read the following report:

Good morning Ladies and Gentlemen and welcome to the Electors' meeting for 2024, as we take time to reflect on the year past and look forward to projects planned for next year and beyond.

The last part of that opening statement took on some significance this year as the Shire sought to take advantage of a new Federally Funded Grants Programme.

In August 2023 the Commonwealth Government announced a new Grants Program which was named regional Precincts and Partnerships Program "rPPP". Unlike previous grants programs, the rPPP has two stages.

Under Stage 1, a pool of \$80 million is available for planning purposes and is limited to a maximum of \$5 million for any one applicant and a minimum of \$500,000.

Stage 2, a pool of \$320 million is available for construction purposes and is limited to a maximum of \$50 million for any one applicant and a minimum of \$5million.

This program was identified by the Council as an opportunity to potentially access funding for planning which has never been previously available, The Council has known for some time of the many projects that might be developed to improve the facilities to the community of Beverley. Knowing is one thing, but having the grant funding available to achieve these aims is another.

Identifying and bringing together all the potential projects of which we were aware gave rise to a concept plan that was named Beverley 2035. From this concept, the Shire took the information and developed into an application for Stage one of the rPPP.

In any grants program, the most important aspect of being able to apply for funds is having a plan that is 'shovel ready' and can adequately support any application. Unfortunately, developing any plan requires the assistance of consultants and these costs can be significant.

So, rPPP was seen as an opportunity to make an application under stage 1 for funding to develop plans for the facilities identified for Beverley and thereby be ready for future grants programs as they are made available.

From this, the Council engaged Mr. Mark Casserley to assist in this process, and from this proposal named 'Beverley 2035' ten main Projects were identified which would benefit Beverley. These projects would be slowly developed over several years.

This application was completed and lodged in September.

As the Council already had a plan for the redevelopment of the swimming pool, an application was made and lodged in February for funding under stage 2 of the rPPP. So far there is no indication when this application might be assessed.

On behalf of Council, I would like to thank Mr. Casserley for his assistance and to those members of the Community who provided feedback at each of the three meetings that were held in the week commencing Monday 12th August.

Among other matters coming to the Council this year, Beverley 2035 occupied a lot of time and has been seen as an opportunity to put into place all the issues that could benefit the community. Whether we are successful in our applications or not, Beverley 2035 will provide future Councils with a sense of direction and purpose.

CEO recruitment is also now occupying Council. Changes to the Local Government Act has meant that any Local Government whose CEO is coming to the end of a 10-year contract with a Local Government, must advertise the position and go through the process of selecting a CEO. The CEO whose contract has reached the ten-year expiration is able to reapply for the position. This is the situation with Beverley.

Mr. Stephen Gollan has served as CEO since January 2012 and his contract expires in January 2026. His service and record over these years has been outstanding. Among his achievements has been a significant amount of infrastructure development that has benefitted the community.

With the completion of the redevelopment of the Old School Building into a Civic Centre including relocated Council Chambers, under Mr. Gollan's leadership approximately \$17 million dollars has been invested into the community to provide such things as a new recreation centre, skate park, the Cornerstone building, improvements to the Town and Lesser Halls, new accommodation cabins, and a redeveloped Vincent Street. Funding for these projects has come largely from Grant programs which underpins the importance of the rPPP to Beverley.

The process for the CEO recruitment involves the appointment of a Panel to oversee the recruitment. This Panel comprises all Councillors as well as Mr. Lew Shaw the Independent Representative and Mrs. Lydia Highfield as the Consultant. It is planned that advertising will commence early February 2025 with selection completed towards the middle of 2025.

Mr. Gollan is eligible to reapply for this position.

The bridges within the Shire are of concern to the Council due to their age and size. Many of them are over 100 years old. Sadly, our State government doesn't seem to comprehend the seriousness of the situation. Larger farming equipment and an increase in road train activity means these bridges require urgent attention. Main Roads has acknowledged the situation and begun work to assist in remediation.

Sadly, the processes in place for Main Roads to follow are numerous and somewhat tedious with a result that nothing happens quickly. With the number of bridges within the Shire, time is becoming critical to deal with them all.

Council is also supporting the staff with the investigation of proposing the holding of an Air Show in Beverley in March 2026. It is a large undertaking but Shire has the support of the Beverley Soaring Society in this project. Mr. Stefan de Beer, Mrs. Jacinta Murray, and, Mr. Geoff Overhue recently travelled to Murray Bridge in South Australia to attend an Air Show. Knowledge gained here has proven invaluable. I would like to thank Mr. John Barrett Lennard who has volunteered to join the Committee given his past experience with the last Air Show held in Beverley in the '70s.

While the preliminary investigations are highlighting the extensive logistics involved, a final decision to commit to the Air Show will be made in late April or early May of 2025.

While all these matters mentioned are important, I want to acknowledge the work of community groups whose time and effort often go little noticed. Each of these groups comprise volunteers whose individual efforts and time ensure a vibrant community.

I would like to acknowledge the commitment and work by all the staff at the Shire, from the Road crew, the gardeners, the office staff, and we cannot forget the work of Janet at the Caravan Park. To the CEO, Stephen Gollan whose leadership has ensured a steady ship, thank you for your commitment to Beverley. To all the Councillors, thank you for your commitment to the work throughout the year and the support you have given me.

Finally, to everyone, a Merry Christmas, and Happy New Year.

6. Adoption of 2023-2024 Annual Report

MAE2/1224

Moved: Cr J Maxwell

Seconded: Cr D Davis

That the Annual Report for the Financial Year ended 30 June 2024, be received.

CARRIED UNANIMOUSLY

7. Annual Report Questions

Nil

8. General Business

Written questions received: Nil

Questions from the Floor – Not recorded verbatim, summary only.

8.1 – Mrs B Pearce

Question/Comment: I have concerns regarding the proposed Retirement Village as it is currently presented to the public. In principle, I am in favour of a Retirement Village but it needs to be right and there are many issues that need addressing.

Answer/Response: The application is currently a 'live application' which has not yet gone before Council. The public consultation period closed on Friday 6 December, however as the application has been delayed awaiting a Bushfire Management Plan and will now not be heard until the February 2025 Council meeting, the Shire Planner and Shire President extended an invitation to anyone who has comments to please visit the Shire Office so an official comment can be made.

8.2 – Mrs G Hastings

Question/Comment: Has concerns about the increase in traffic the Retirement Village will bring. The traffic using Dawson Street and Elizabeth Street is already travelling too fast and it will become even more dangerous.

Answer/Response: These concerns will be considered by Council when the application is presented. The applicant will also be afforded the opportunity to address any comments and concerns that are raised by the public.

8.3 – Mrs J Murray

Question/Comment: Council has spent a lot of money of the main street and the footpaths are lovely but they are constantly dirty and stained. They need better looking after.

Answer/Response: The Shire has appointed someone in the last month who will be responsible for looking after Vincent Street. The footpaths are due to be high pressure hosed tomorrow.

8.4 – Mrs J Murray

Question/Comment: It is disappointing that we have this lovely street and no Christmas decorations. The town of Pingelly is a similar size and their main street is decorated from one end to the other.

Answer/Response: Council looked into decorations last year and were quoted between \$20,000 and \$30,000 and felt it was too much. As this is an ongoing request, we note it and will look to make an allocation in the 25/26 Budget.

8.5 – Mrs J Rayner

Question/Comment: The gum tree at the hospital is still a nuisance. The mess on the footpath is like pebbles that are easy to slip on. Someone on the maintenance needs to check this regularly.

Answer/Response: Noted.

8.6 – Mrs J Rayner

Question/Comment: Thank you for the lights at the Air Strip, they are fabulous. St John and the RFDS are very happy.

Answer/Response: Council is very glad they are working well. In addition to the lights the entrance has now been sealed.

8.7 – Mrs B Pearce

Question/Comment: Another concern regarding the proposed Retirement Village is that the application mentions short-term accommodation. This does not make sense and this is not the type of retirement village we want.

Answer/Response: Council is aware of this and will be ensuring that if the application is presented as a Retirement Village then there will be conditions attached as per legislation that makes sure it is run as what it says it is.

The Shire Planner will suggest to the applicant that they consider making a presentation to the public so that any concerns and queries can be answered. However it should be noted that there is no obligation for the applicant to do this.

8.8 – Mrs S Collins

Question/Comment: I have retired to Hunt Road Village and I find the facilities very comfortable and well looked after by the Shire. Thank you for providing this type of accommodation.

Answer/Response: Thank you for providing that feedback.

8.8 – Mrs J Rayner

Question/Comment: On behalf of the community, thank you to the Shire and the employees for the work you do to keep our town going very well. I congratulate everyone on a successful year...but we do need Christmas decorations (then agreed upon by several members of the meeting).

Answer/Response: Thank you and we have well and truly noted that the community wants Christmas decorations.

9. Meeting Closure

As there were no further questions, the Shire President thanked everyone for attending and declared the meeting closed at 10:59am.

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

Presiding Member:

Date:

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 Development Application: Tree Farm – 1834 (Lot 400), York-Williams Road

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	2 December 2024
Applicant:	Garry Spouge – Landowner: Mining Motor Trimmers Pty Ltd (Consultant: Woodland Services)
File Reference:	YOR 51217
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	27 November 2024
Disclosure(s) Of Interest:	None
Attachments:	Management Plan for Tree Farm

SUMMARY

An application for a *Tree Farm* on 1834 (Lot 400) York-Williams Road, had been received. The application will be recommended for approval.

BACKGROUND

An application was received from Garry Spouge to establish a *Tree Farm* on 1834 (Lot 400) York-Williams Road.

The application served before the Beverley Shire Council on 27 November 2024, but was laid on the table to clarify certain anomalies in the original submission regarding the location and use of Standpipes. An updated Management Plan has now been submitted and is attached hereto.

The application is accompanied by a justification statement and a comprehensive Management Plan as attached. This includes a Reforestation Plan, Fire Management Plan and species planting schedule.

The applicant has engaged *Woodland Services* to prepare the Management Plan for the proposal. *Woodlands Services* will also carry out the tree planting for the project.

The applicant submits that they intend to continue mixed farming practices on the better agricultural land and would like to re-introduce a mixed species planting of native trees and shrubs on the areas of the property that have not recently been used for farming. The applicant submits that areas not used for farming are evident by the untilled areas of the satellite imagery in the development application. The proposed planting area is currently estimated at 33 hectares.

The background statement in the submitted documentation states that the planting proposed will be part of a Carbon Sequestration Project which will operate under the Australian Government's Carbon Credit Unit Scheme (ACCU Scheme).

The application documentation states that there are no plans at the present moment to harvest any of the species in future.

The subject property is located at 1834 (Lot 400) York-Williams Road, is zoned *Rural* pursuant to the *Shire of Beverley Local Planning Scheme No. 3 (LPS3)* and is 76.2269 ha in extent. It contains a shed and water tank.

Pursuant to LPS3, a *Tree Farm* means:

land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act 2003 section 5.

A *Tree Farm* is a discretionary Land Use in the *Rural* Zone which means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

COMMENT

When considering the application for a *Tree Farm* the guiding documents for assessment are the following:

- *Shire of Beverley Local Planning Scheme No. 3 (LPS3)*,
- *Local Planning Policy on Tree Farms (Policy)*.

Shire of Beverley Local Planning Scheme No. 3 (LPS3):

The subject property is located in the *Rural* Zone. Pursuant to LPS3, the Objectives of the *Rural* Zone are as follows:

- *To provide for the maintenance or enhancement of specific local rural character.*
- *To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.*
- *To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.*
- *To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.*
- *To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.*

In response to the above Objectives the applicant submitted the below statement:

The scheme objectives for the Rural Zone are to preserve broad acre agricultural activities as primary land uses whilst allowing other land uses compatible with the primary use. Additionally, environmental qualities of the landscape, vegetation, soils and water bodies are to be maintained and enhanced.

The planting proposed for Ydontcha Too will be part of a carbon sequestration project, the YdontchaTwo Project, which will operate under the Australian Government's Australian Carbon Credit Unit Scheme (ACCU Scheme). Under this Scheme, Garry Spouge who is the both the owner of the land and owner of the project will plant tree and shrub species native to the local area on the land that is not currently considered as viable agricultural land.

Shire Planner agrees with the proposition that the proposal is aligned with the Objectives of the *Rural Zone*. The expressed intent to plant less agriculturally viable parts of the subject property is specifically noted, and supported.

Local Planning Policy: Tree Farms (Policy):

The Shire of Beverley Local Planning Policy on Tree Farms states the following as Objectives of the Planning Policy:

- *Achieve a consistent efficient and equitable system for assessing and approving tree farm applications;*
- *Encourage tree farm developers to adhere to industry guidelines and standards as specified in relevant codes of practice and other documents; and*
- *Identify specific issues that the Shire wish to see addressed in the planning and development of tree farms.*

As per the Policy Statement, a Management Plan is required for a Tree Farm that provides details of the way in which a Tree Farm will be developed and managed and aims to demonstrate the means by which the principles of environmental care, cultural and fire management objectives are achieved.

The applicant submitted a Management Plan which, as per the abovementioned Policy Directives, included an Establishment Plan, ongoing Management Plan and a Fire Management Plan.

Shire Planner submits that the submitted statements and Management Plan sufficiently addresses the directives of the above Policy, and the application will be recommended be approved.

CONSULTATION

No external consultation was considered required.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

Strategic Pillar:	3. Environment
	4. Civic Leadership
Strategic Priorities:	3.3 Natural resources are sustainably managed
	4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
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 resolve to grant planning approval for a Tree Farm at 1834 (Lot 400) York-Williams Road 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 submitted Management Plan are to be complied with at all times, to the satisfaction of the Shire.
3. On the Shire's request, a report shall be presented to the Shire indicating compliance of the Tree Farm operations with the submitted Management Plan and relevant Codes of Practise.
4. Prior to harvesting, a Harvesting Management Plan shall be submitted to the satisfaction of the Shire, where applicable.

Advice Notes:

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

Note 2: The following Codes of Practise shall apply to this Tree Farm, where applicable:

- Code of Practice for Timber Plantations in Western Australia (Forest Industries Federation (WA) Inc., 2014)
- Guidelines for Plantation Fire Protection (FESA, 2011) – now DFES
- Code of Practice for the use of Agricultural Chemicals in Western Australia (2005, Agriculture Western Australia).

- Note 3: The applicant is advised that where applicable, a building permit is required prior to commencement of any building works.
- Note 4: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

1834 York-Williams Rd – Management Plan for a Tree Farm

Shire of Shire of Beverley

29 October 2024



Photo: Remnant *Eucalyptus wandoo*, the dominant native tree species that remains on the property.

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1. Key reference details

PROPERTY DETAILS

Name: Ydontcha Too

Street Address: 1834 York-Williams Rd

Registered Proprietor & Land Manager: Garry Spouge, Director of Mining Motor Trimmers Pty Ltd

Land description: Lot 400 on DP55711. Volume 2661;Folio 270

A map of the property is shown in Figure 1.

Following page: Figure 1. Map of Ydontcha Too, the land on which the Ydontcha Two Project will operate.



Legend

- Cadastral boundaries
- Ydontchatwo Project_project area



WOODLAND SERVICES

Ydontchatwo Project

1834 York Williams Rd
Dale WA 6304
Shire of Beverley

2024-05-22T16:30:30.933
Jodi Wildy
GDA94 MGA 250
Imagery: Google satellite
Vector: Landgate cadastral database, local roads

2. Project and Objectives

Background

Landowner Garry Spouge purchased Lot 400 DP55711, “Ydontcha Too” on 1834 York-Williams Rd in April 2024. The property is less than 20 kms from Beverley and currently consists mostly of cleared unimproved pastures and remnant paddock trees. It is the owner’s understanding that the property has been cropped on the good soils and possibly grazed on the poorer sandy clays in recent years.

The landowner intends to continue mixed farming practices on the better agricultural land and would like to re-introduce a mixed species planting of native trees and shrubs on the areas of the property that have not recently been used for farming. The areas not used for farming are evident by the untilled areas of the satellite imagery in Figure 1. The proposed planting area is currently estimated at 33 hectares.

The 76 hectare property is Zoned ‘Rural’ within the Shire of Beverley Local Planning Scheme No. 3. According to the Scheme, permissibility of Tree Farms as a land use is discretionary (D), meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval.

The scheme objectives for the Rural Zone are to preserve broad acre agricultural activities as primary land uses whilst allowing other land uses compatible with the primary use. Additionally, environmental qualities of the landscape, vegetation, soils and water bodies are to be maintained and enhanced.

The planting proposed for Ydontcha Too will be part of a carbon sequestration project, the YdontchaTwo Project, which will operate under the Australian Government’s Australian Carbon Credit Unit Scheme (ACCU Scheme). Under this Scheme, Garry Spouge who is the both the owner of the land and owner of the project will plant tree and shrub species native to the local area on the land that is not currently considered as viable agricultural land.

This management plan will describe the project in further detail in accordance with the Shire of Beverley Local Planning Policy: Tree Farms.

3. The YdontchaTwo Project

As part of the plan to increase local biodiversity and farm resilience in a drying climate, Garry Spouge would like to revegetate parts of Ydontcha Too on the less agriculturally viable parts of the property evident in Figure 1. On the property, the re-introduction of trees and shrubs will boost the forage and habitat diversity for existing local plant and animal species. The planting will increase the ecological buffer between existing remnant vegetation to the east of the property and cleared land, as well as connecting isolated paddock trees with larger areas of remnant vegetation. To help fund the costs of the planting, Garry has registered the planting with the Australian Carbon Credit Unit (ACCU) Scheme.

The block planting is currently estimated at 33 ha with the bulk of the planting proposed to occur in the eastern-most paddock adjacent to the York-Williams Rd, which consists of deep gravelly sands. The planting will extend west on the southern boundary, ensuring at least 100m of cleared land will be between the planting and the shed (Map 1 – Fire Management Map). The planting will follow the northern boundary from the east to the drainage lines bound by the properties to the north and west. Areas that have not been cropped in recent times will be prioritised for tree planting.

It is the intent that the planting will enhance the habitat and biological linkages between the existing fragments of vegetation whilst allowing traditional agricultural practices to continue.

The Ydontcha Too property sits within the Goonaping vegetation complex, dominated by open forests of *Eucalyptus marginata* (Jarrah) and *Eucalyptus wandoo* (Wandoo) on the sandy gravels, low woodland of *Banksia attenuata* on dry sandy sites and *Banksia-Melaleuca* on the moister sandy soils (Mattiske Vegetation Survey, 1998). The only native vegetation noted on the property are large and isolated Wandoo, Marri and Jarrah. Small fragments of remnant

bushland sit across the York-Williams Rd to the east of Ydontcha Too and become more distant surrounding the property to the north, south and west.

Re-introducing native trees and shrubs into the farming landscape will broaden existing connections between these remnant fragments of vegetation on and adjacent to the property. It is expected the planting will increase habitat and forage for the native flora and fauna. Very importantly, *Banksia* species will be planted in the gravelly sands adjacent to the York-Williams Rd in the hope that these trees will provide a preferred source of forage for the endangered black cockatoos. Water quality downslope of the planting is also expected to increase during recharge rain events by reduce sheet erosion and immobilising saline discharge from the soil profile.

In accordance with best practice and the ACCU Scheme Methodology, the Carbon Credits (Carbon Farming Initiative) (Reforestation by Environmental or Mallee Plantings—FullCAM) Methodology Determination 2014, the planting will aim to reflect the structure and composition of the surrounding intact native woodlands. Species to be included in the planting are *Eucalyptus wandoo*, *E. loxophleba* subsp. *loxophleba*, *E. marginata*, *Corymbia calophylla*, *Banksia* and *Melaleuca* species. These species were identified as existing on the property or on nearby roadside reserves. A list of the species proposed to be planted is detailed in Appendix C.

The planting operations will be managed and implemented by Woodland Services, owned and operated by Dan and Jodi Wildy. Woodland Services have worked extensively throughout the central and northern wheatbelt providing tree planting services, plantation and project management for more than 17 years. Garry Spouge will be the manager of the project.

The required permanence period for the carbon project will be up to 30 years from the 1st September 2024, the date of project declaration by the Clean Energy Regulator.

The configuration of the planting will be in a block formation with small compartment sizes, firebreaks and internal tracks. Plantation management and firebreaks will be compliant with the Code of Practice for Plantations in Western Australia, the Guidelines for Plantation Fire Protection (FESA 2011) and Shire regulations. Although a revision of the FESA guidelines is in progress, it has not been finalised. The Guidelines suggest a 10 m bare earth perimeter firebreak. There will a 15m setback on external boundaries incorporated into the proposed planting area to allow for a 10m bare earth firebreak (Map 1).

A screenshot from the Map of Bushfire Prone Areas (<https://maps.slip.wa.gov.au/landgate/bushfireprone/>) indicate that the eastern parts of Ydontcha Too have the potential to be impacted by bushfire from existing remnant and vegetation on the roadside of the York – Williams Rd and the vegetation on property immediately to the east of the road. Additional tree planting on the property will by default increase the potential area susceptible to bushfire attack on and adjacent to the property. However, the planting area will be developed with fire management and fire mitigation strategies in order to reduce the susceptibility to bushfire attack.

At this point in time there is no intent to harvest the trees at the end of the project, therefore this planting will not have any associated use of haul trucks on local roads for a tree harvest.



Current area prone to bushfire attack (<https://maps.slip.wa.gov.au/landgate/bushfireprone/>) Refer to the fire management plan (Section 11) for more info regarding fire protection.

4. Document scope

This document contains the details and maps of Ydontcha Too, with plans for establishment and longer term management as a result of the revegetation work, as well as a plan to manage the risk of fire.

5. Relevant codes of practice

In addition to the laws of Western Australia, the following are relevant:

- Code of Practice for Timber Plantations in Western Australia (Forest Industries Federation (WA) Inc., 2014)
- Guidelines for Plantation Fire Protection (FESA, 2011) – note that the agency FESA has now changed names to 'DFES'
- Code of Practice for the use of Agricultural Chemicals in Western Australia (2005, Agriculture Western Australia).

6. Site features

Topography: Gently sloping with a general north-east facing aspect

Soil description: Shallow sands to gravelly sands over clay

The Department of Primary Industries and Regional Development (DPIRD) has mapped land capability for 5 broad land uses for the south-western agricultural area of Western Australia. The land capability assessment method identifies possible physical, chemical and degradation constraints to land use on particular soils and landscapes.

DPIRD land capability – grazing: The majority of the farm is classified as B1 for grazing (DPIRD land capability) indicating the land has a greater than 70 % chance of growing moderate to high quality pasture (Figure 2a).

DPIRD land capability – cropping: The majority of the farm is classified as C2 for cropping (DPIRD land capability) indicating the land has more than 70 % low to very low capability for cropping (Figure 2b).

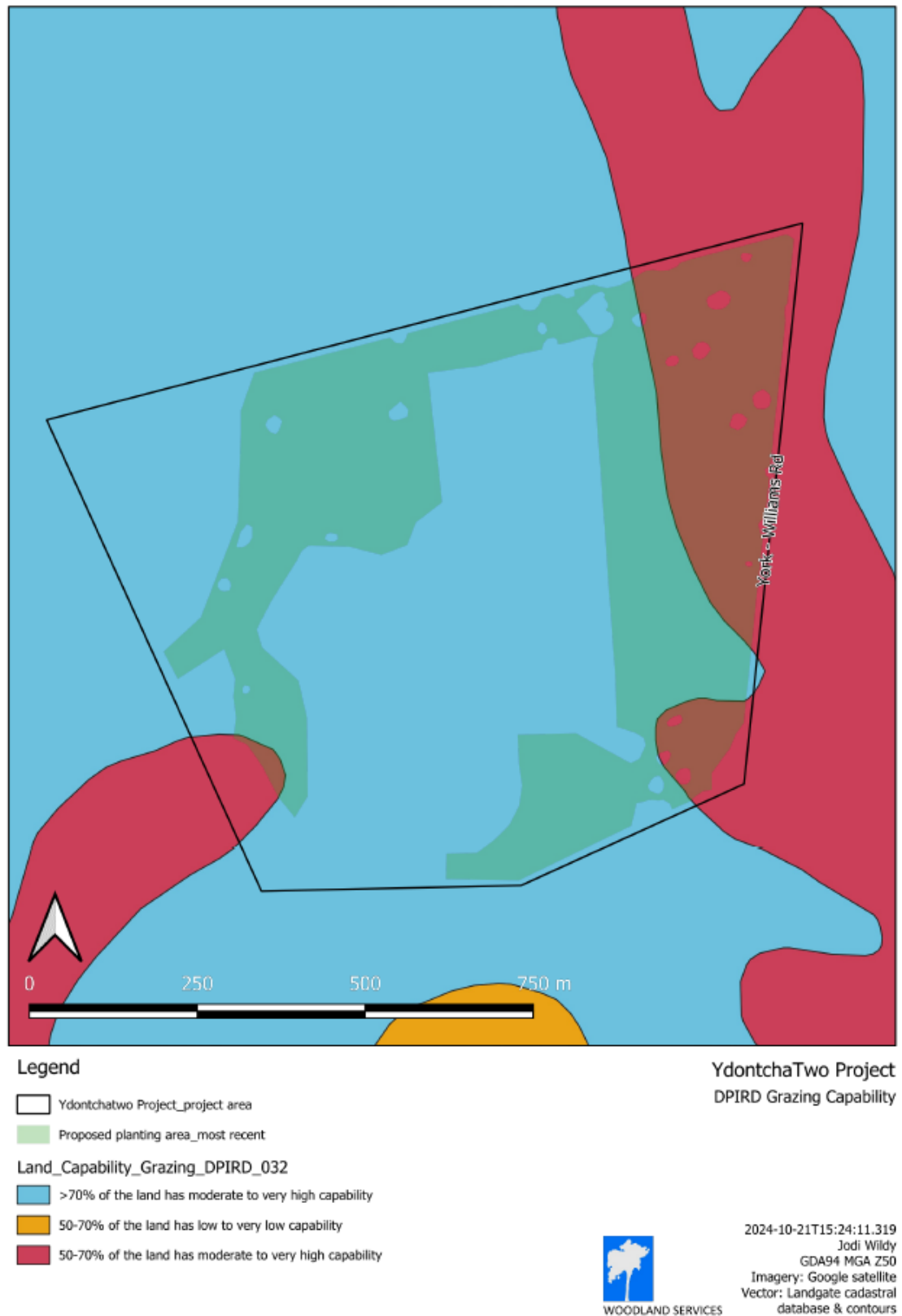


Figure 2a. DPIRD Land Capability for grazing at Ydontha Too.



Figure 2b. DPIRD Land Capability for cropping at Ydonta Too.

Vegetation remnants high in the landscape include Wandoo (*Eucalyptus wandoo*), Jarrah (*E. marginata*) and Marri (*Corymbia calophylla*).

7. Reforestation overview

Integration of trees into the landscape on Yondontcha Too

The small parcels of arable land on Ydontcha Too are not of sufficient scale to cover costs to implement traditional agricultural practices. Arable areas can be leased to neighbours, whilst the less viable areas can be planted to trees. Generation of carbon credits from the planting will recover the costs of the planting and property management.

The aims for the selection of land for revegetation are to:

- Target lower-productivity agricultural soils on the property (see photos 1,2), i.e. without recent cropping history
- Will connect and buffer plantings to existing isolated trees and remnant vegetation
- Screen the property from the York-Williams Rd
- Include sufficient revegetation land to make the project viable.



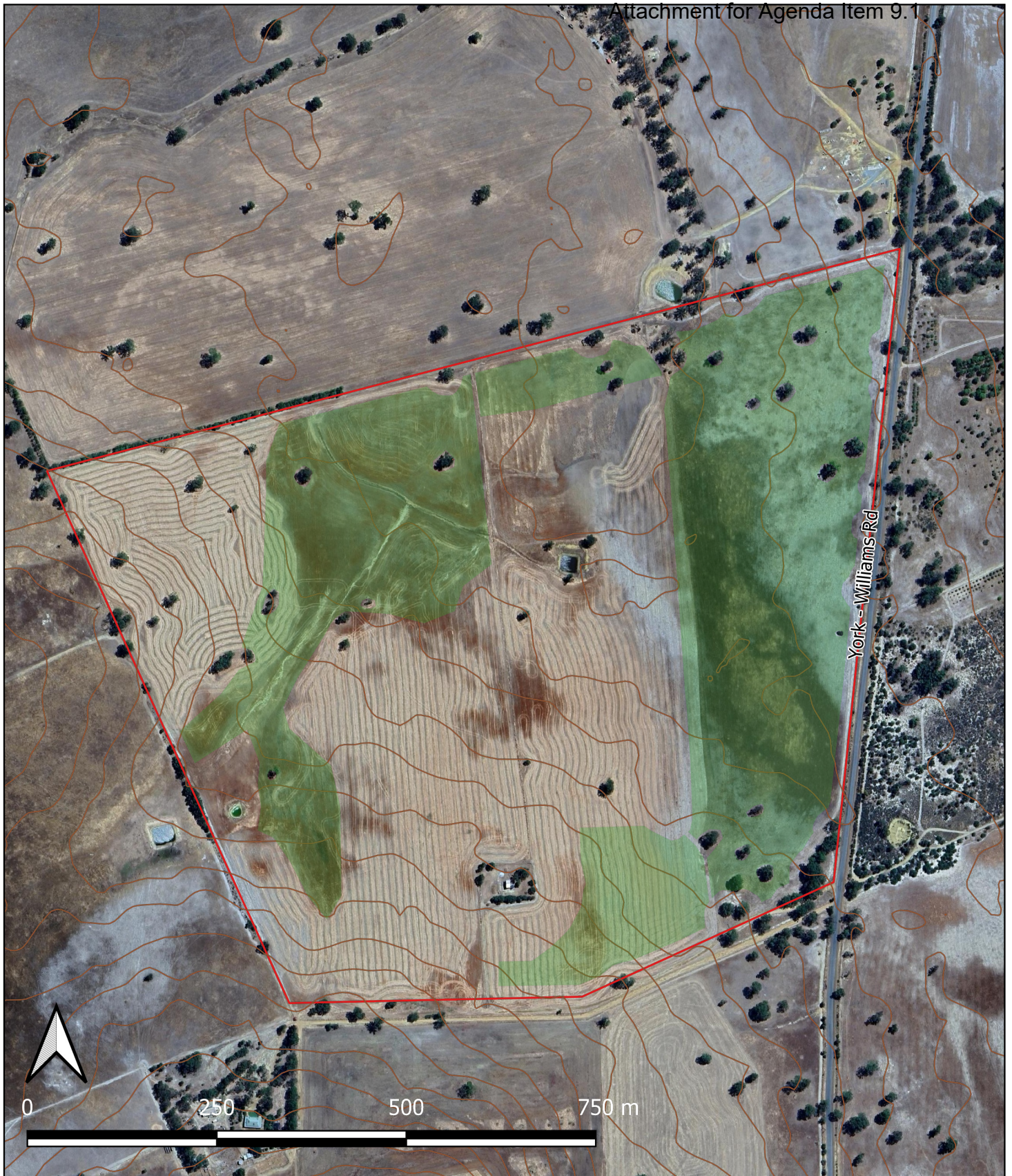
Photo 1 – Unimproved pasture on lower sloped adjacent to York – Williams Road.



Photo 2 – Adjacent to western boundary, unimproved pasture adjacent to parts of the property previously cropped

Following pages:

Figure 3: Area proposed for planting at Ydontcha Too.



Legend

- Ydontchatwo Project_project area
- Proposed planting area, 33 ha
- 2metrecontoursDPIRD_072_4

YdontchaTwo Project

Proposed planting area

Note: Firebreaks have been built into the planting areas as a 15 m setback from the property boundary.



8. Management of the reforestation

A reforestation plan for the site will continue to develop in terms of detail after further site assessment. This will include the refinement of the description of target site conditions, which will likely be based on natural occurrence of remnant vegetation on similar soils nearby. This will likely involve Wandoo and Jarrah-Bankisa dominated vegetation types.

There are short and long-term activities required to achieve the reforestation goals. This will preclude detrimental factors (grazing by hooved animals, water erosion, rabbit activity), and include activities such as ongoing management, fire risk suppression. The risk of the threats to the planting are assessed in Table 1.

Establishment

Forest establishment activities will be focussed on re-introducing trees, shrubs, and understorey species to the land, allowing time and natural vectors to add further herbaceous species to the mix.

Basic elements of establishment silviculture on reforestation sites are (i) species selection, (ii) ground cultivation techniques, (iii) water harvesting techniques i.e. V-or W- shaped planting lines are always used to accumulate rainfall, (iv) timing of operations, (iv) weed control, and (v) techniques to deal with site-specific issues, such as exclusion of kangaroos and rabbits.

For mixed species reforestation, direct seeding is often used for the establishment of species which have a life cycle which is geared towards regeneration by seed (seed usually abundant, and germinates reliably). Conversely, many long-lived species do not regenerate by seed easily, or would require larger amounts of seed than is readily available, and these are grown in nurseries and planted as seedlings. This usually includes larger overstory eucalypt and melaleucas in southern Western Australia. For this reason, both direct seeding and seedling establishment may be used to re-establish a forest at Ydontcha Too.

Layout of revegetation areas

Planting compartments are less than 30 ha in size in line with the Guidelines for Plantation Fire Protection (DFES, 2011). Refer to Map 1 for further detail regarding the areas to be planted and compartment size.

Plantings will involve rows typically at a maximum of 6m spacing. These will be curved to follow the contour to allow rainfall to infiltrate and to minimise water and wind erosion.

Cultural heritage sites

There are no known heritage places on Ydontcha Too. The Avon River, a registered site is approximately 3.5 kms to the south-east at it's closest point. 'Bald Hill' and 'The Barracks' are currently lodged as places and sit more than 5 kms to the north-east (Aboriginal Heritage Places_DPLH_001, Appendix A).

Buffer zones and setbacks

The layout of the plantings aim to avoid having revegetation corridors near farm infrastructure (see Figure 2, Section 11). In any event minimum setbacks will be 50m from non-habitable sheds and 100m from habitable houses as per DFES/FESA guidelines. There are no other significant natural or built features on the property that require a formal buffer.

Access and firebreaks to within and surrounding the proposed planting will be in accordance with the Shire of Beverley Firebreak Notice, the Code of Practice for Timber Plantations in Western Australia (FIFWA, 2014) and the Guidelines

for Plantation Fire Protection (DFES, 2011). Location of tracks and firebreaks are in the Fire Management Map and Plan for Ydontcha Too (Section 11).

Ground preparation plan

Two systems are likely to be used across the site.

- Lines created with a scalper and ripper, which can contain direct seeded species with or without seedlings that have been raised in a nursery. Direct seeding lines are designed to create an even and controlled seed bed for accurate seed placement, with a water-harvesting 'V' profile.
- Seedling-only lines which are scalped, deep ripped and formed to create water-accumulating shapes ahead of the winter rains using Chatfield tree planter.

Erosion considerations

Site preparation takes into account the likelihood of erosion from wind or water. Contour site workings can be used to minimise water erosion, and the presence of continuously curving lines prevent very large areas being exposed in the event of a damaging wind. Presence of weed material on unplanted inter-rows is seen as beneficial in holding topsoils in the event of damaging winds.

Management of competitive plant species during establishment phase

Native perennial species, i.e. the plants being established as part of the establishment phase, are usually slower growing in the first year than winter-active annual pasture species, and can be choked out and killed in the first spring by moisture competition from more these aggressive annual species.

During establishment operations, light topsoil scalping will remove competitive annual species from near the establishing woodland species in the first year. Herbicide at label rates may be used prior to planting as a broadacre application to knock down competitive weed species in the inter-rows.

After establishment, a light ground cover of mixed pasture species ("weeds") between planting rows can be beneficial in providing a micro-climate for establishing trees over the summer months, including protection from wind events. The subsequent build up of dead weed material promotes soil biological processes and water infiltration following any rain.

Existing recent regrowth

The presence of existing native regrowth in some areas of the revegetation sites can be detrimental to establishing seedlings, since the perennial plants are very effective at depleting soil moisture levels in the soil which would otherwise be relied on by the newly established seedlings for survival during the first summer.

The intention is not to clear existing young regrowth vegetation but work around it. Areas with heavy regrowth may receive supplementary infilling with additional species.

Remnant vegetation

Remnant vegetation on the property consists of large isolated Wandoo and Jarrah trees that will not be disturbed or cleared. Planting rows do not generally go under the canopy of these trees in order to avoid root damage. New plantings of similar species will adjacent to the trees should enhance the longevity of the existing remnant vegetation. Larger stands of remnant vegetation will have the minimum 6m bare earth firebreak as specified in the DFES Guidelines for Plantation Fire Protection (DFES, 2011).

Planting of seedlings

Seedlings will be planted at a density of approximately 500-800 per hectare in winter 2025.

Seedling quality is one of the critical factors affecting the likelihood of success. Seedlings will be sourced from experienced nurseries with a proven track record operating in regional WA. The current species list for the planting can be viewed in Appendix C.

Nutrition

Soil testing may be used to gain knowledge on site mineral levels and salinity levels. Small amounts of conventional fertilizer, slow release fertilizer, or carbon-rich compost material may be added during the ground preparation phase as a result of this testing.

Insect management

Monitoring in the months following the establishment is critical to identify issues that can be altered by management practices.

In the unlikely event that monitoring and assessment indicates that foliar application of pesticides are required, these will be through ground based application by authorised providers at label rates.

Disease

Diseases in new plantings trees will be monitored at routine inspections, and if control measures are required they will be in line with industry practices.

Survival assessment and replanting

As well as ongoing monitoring, plantings will be surveyed for survival approximately 8 months following planting. This will identify any infill and replanting that will be required the following winter.

Monitoring and compliance of the planting is a requirement for the ACCU Scheme offset reports. Submission of offset reports are required at a maximum every five years to receive carbon credits.

Table 1. YdontaTwo Project – Risk assessment, potential threats to plantation, community and surrounds

Assets	Distance	Bf hazard	Vulnerability	Level of Impact	Consequence	Likelihood	Risk based priority
Agricultural Crops	Adjacent	Medium	Moderate	Local	Major	Unlikely/ possible	Medium/high
Agricultural other	Adjacent	Medium	Low	Local	Moderate	Unlikely/ possible	Medium
Farm houses and buildings	100+m	Low	Moderate	Local	Major	Unlikely/ possible	Medium/high
Farm infrastructure (fences, gates, tanks)	Adjacent	Medium	Moderate	Local	Moderate	Unlikely/ possible	Low/medium
Powerlines	Not on property, present on neighbouring properties	Moderate	High	Local	Moderate	Unlikely/ possible	Low/medium
Environmental assets	Adjacent	Low	Low	Local	Minor	Unlikely/ possible	Low
Cultural assets	None within 500m	Low	High	Local			Low
Plantation years 0 -3		Low	High	Local	Moderate	Unlikely/ possible	Low/medium
Plantation years 4 - 6		Moderate	Moderate	Local	Moderate	Unlikely/ possible	Low/medium
Plantation years 6+		High – Very High	Low	Local	Moderate	Unlikely/ possible	Low/medium

9. Longevity of planted woodlands

The woodland and shrublands being re-created are intended to remain into the future without harvest.

Restoration inherently involves the use of natural processes over time to allow the planted woodlands to grow and develop and match the site.

Natural agents such as the incursion of seeds and spores in wind and through animal movement will slowly contribute to the biodiversity of the site. Animals and fungi will return naturally.

Natural thinning, where the most well-suited species eventually dominate in the variety of micro-sites within the restoration area, is an inevitable process. It is expected that some trees will die out over time, while others most suited to the particular planting site will survive and dominate.

There may be an ability to incorporate species that are useful for traditional indigenous harvest, such as fruits, nuts and wood products.

10. Ongoing management

A critical component of restoring natural woodlands is setting up systems to enable natural processes to continue through time, such as new seedling recruitment, and protection from damaging processes.

This involves aspects such as ongoing monitoring, ensuring that cloven-hooved animals (goats and sheep) are able to be effectively excluded, cool burning can be considered, rabbits, foxes and feral cats can be controlled, and fire risk management can be carried out as required.

Monitoring

Regular monitoring of the property and the plantings will be carried out, with emphasis on frequent checks through the early establishment phase, and in the lead up to and during the fire season. This includes general property inspections as well as forest health surveys.

Grazing

Grazing (agistment) has been used in the past for controlling fire risk in plantations, but long-term observations and experience in the rangelands of the Murchison, have increasingly shown the negative influence of grazing of sheep on long-term woodland health.

Excessive livestock grazing can cause episodic and severe wind erosion. On heavier soils, grazing can cause the soil to be packed by hard-hooved sheep, causing run off rather than infiltration after rain. New germinating native species are often eaten before they can establish. Changes occur gradually so can't be noticed, but long-term exclusion observations show dramatic differences in biodiversity values and restoration success between long-ungrazed and grazed woodlands.

To balance these issues with fire risk management, short intensity and highly controlled grazing may be used as a tool for reducing high fuel loads.

Fencing will be maintained at a level which is adequate for the management of stock and protection on the plantings on the property. Horses are currently and will continue to graze in the paddocks adjacent to the planted area to maintain grassy fuels loads.

Patchwork burning

While difficult to operationalise, the long-established practice of patch-work low-intensity burning can be beneficial to the goals of the woodland restoration once established seedlings have grown to a size to withstand the impact of low intensity fire. This practice reduces build-up of fuel loads to dangerous levels and stimulates germination of some species. Small patchwork burning giving a mosaic effect across the site enhances the diversity of habitats and ecosystems within the restoration area. Cool season burning will likely feature as an aspiration in the restoration plan.

Feral animal control

Feral animal control (foxes, rabbits) will be carried out as required by law.

Fire management

Fire management is addressed separately below.

11. Fire management plan

Aim

The aim of the fire management plan is to create a documented reference point for plantation fire management at Ydontacha Too. This plan refers to the tree plantation areas and associated firebreaks.

This section should be used primarily by the Landowner and project manager, Garry Spouge or the nominated personnel to manage fire risks on the properties.

The plan should be reviewed and updated periodically as contact details may change, and goals of land use and approaches to fire management may be updated from time to time.

Reference documents are the Shire of Beverley Firebreak Order 2024/25, Guidelines for Plantation Fire Protection (2011) and the Code of Practice for Timber Plantations in Western Australia (2014).

Contact details

Owners and primary contact

Garry Spouge: 0418 901 401

Primary residential address:

2 Saleham St, Lathlain WA 6100

Property address: 1834 York-Williams Rd, Dale

Titles relevant to this plantation

Land Title Lot	Plan Number	Vol	Folio	Area (ha)
400	DP55711	2661	270	76.2

Local Government Authority

Shire of Beverley

Fire Brigade contact details 2024

Brigade: Dale – Kokeby 5

Officer: Jack Barrett Lennard

Ph: 0412 310 340

Significant infrastructure

On the property

Shed – access from southern boundary, 20,000 L water tank, two dams. There are no powerlines on the property.

Shed will be 100 m or more from the plantation area.

Surrounding the property

Southern Boundary - house 300 m from the closest part of the planting.

Northern Boundary - house 500 m from the closest part of the planting.

Western Boundary – house 400 m from the closest part of the planting.

There are no known significant developments planned adjacent to Ydontcha Too.

Fire appliances and availability

800 L fire-fighting unit on trailer – on standby at shed

Water points

On site

- Two dams currently on site – available water most of the summer but may dry out
- One dam proposed to be built, location still to be finalised.
- Fire water will be maintained on site permanently. Available water tank includes 1 x 20,000 L -Adjacent to the shed.

Off site

- An overhead standpipe is situated in the town of Beverley on Brooking St, approximately 24 kms by road from Ydontcha Too. This will be ground-truthed (Watercorp spatial database; Water Standpipe_WCORP_071).

Fire maps

The fire map compliant with the FESA Guidelines for Plantation Fire Protection will be updated to reflect changes in the planted area once establishment is complete and prior to the first summer following establishment. Maps will be placed in a brightly painted cylinder ('map tube') at the main access into the plantation.

Vehicle access and firebreak construction

Plantation access design has been carried out with reference to the FESA Guidelines for Plantation Forest Protection.

The following approach is planned:

- * Proposed tracks will make use of existing tracks where these are usefully positioned, or establish new tracks to minimise potential for long term erosion issues on the site where possible. Currently proposed internal tracks are shown on the map in Map 1.
- * Additional access is in the form of boundary firebreaks and access around the perimeters of the planting areas.
- * Setbacks from the property boundary will be 15m.

* Firebreaks on property external boundary of 10m width to be maintained as bare earth, as per FESA Guidelines for Plantation Fire Protection (2011).

* Some tracks will also serve as the network of internal firebreaks of 6 m width, which will be maintained throughout the planted area.

Firebreak maintenance

Firebreak maintenance requirements will be periodically assessed through the fire season, with the aim of maintaining them to specifications of the relevant Fire Break Notice during the required fire season period (Appendix B).

Firebreaks will be maintained primarily through the use of herbicides at label rates, or via mechanical cultivation.

Power transmission lines

There are no power transmission lines on the property.

Potential ignition sources and measures to reduce hazards

Potential ignition sources are

- Lightning
- Vehicles/machinery on the properties
- Powerline faults on neighbouring properties
- Fires from activities on the properties such as welding/angle grinding
- Neighbouring fires such as hop-overs from stubble burns

Measures to reduce fire hazards include

- Restricting access to unwanted traffic
 - Implementing a policy of closing boundary gates to deter passers-by entering the property
- Possible use of periodic grazing so that livestock trample and eat grassy weeds
- Maintaining bare areas around the buildings through use of herbicide in winter
- Checklist for annual works program regarding the plantation and fire protection (Appendix B)

Fire detection, reporting and initial response

Fire detection traditionally relies on all people in the area being vigilant for smoke.

At the first sign of smoke, the local bush fire brigade should be immediately contacted. The number is available to be called (contact details above).

An alternative is to contact 000.

Initial response and attack of fires will be through the local bush fire brigade network due to the fact that speed of response is a significant factor in suppression of fires. The fire units on standby and the personal resources of Garry Spouge will be useful in the event of larger fire, or for mop up and fire ground monitoring. Signs indicating the location of water for fire-fighting will be located at relevant intersections of the property.

Garry Spouge recently made contact with the local brigade, will be part of the Brigade group chat and will do the Rural Fire Awareness course before becoming more active within the brigade. The local brigade officer is aware of the intent of the property during the coming years.

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Attachment for Agenda Item 9.1

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Legend

- | | |
|---|----------------|
| Cadastral boundary | Tracks |
| Proposed planting area, ~ 33 ha | Existing track |
| Dam | Main access |
| Shed | Proposed track |
| fence | |
| Boundary firebreak, 10 m (15 m setback) | |
| Internal firebreak, 6 m | |
| Overhead powerline | |

MAP

Access
Map tube

46



WOODLAND SERVICES

Ydontcha Two Project

1834 York-Williams Rd
Dale, Shire of Beverley

Fire Management Map

2024-11-18T15:44:49.091

Jodi Wildy

GDA94 MGA Z50

Imagery: Google satellite

Vector: Landgate cadastral database

12. References

(Carbon Farming Initiative) (Reforestation by Environmental or Mallee Plantings—FullCAM) Methodology Determination 2014

Code of Practice for Timber Plantations in Western Australia (FIFWA, 2014)

Guidelines for Plantation Fire Protection (DFES, 2011)

Mattiske Vegetation Survey (Mattiske Consulting, 1998)

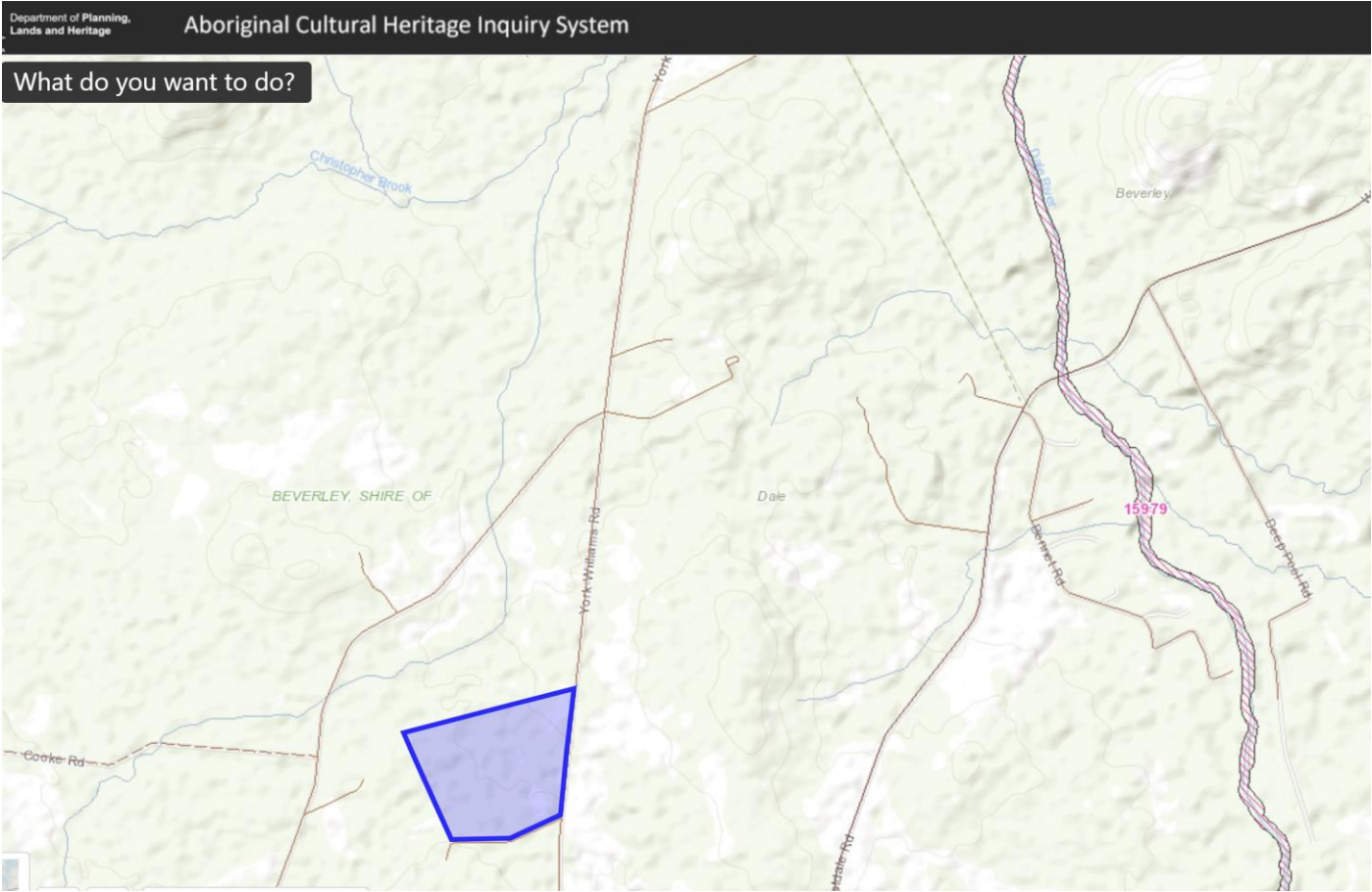
Shire of Beverley Firebreak Notice (<https://www.beverley.wa.gov.au/services/emergency-services/fire-break-order.aspx>)

Shire of Beverley Local Planning Policy: Tree Farms

Shire of Beverley Local Planning Scheme No.3

Appendix A.

Results from Aboriginal Heritage search 28 October 2024



Appendix B.

Checklist of annual activities to reduce bushfire risk from plantation

- ☐ Check and maintain external firebreaks, 15 m with 10m bare earth. Make sure trafficable. Take photos of firebreaks for record-keeping
- ☐ Check and maintain internal firebreaks, 6 m. Make sure trafficable. Take photos of firebreaks for record-keeping
- ☐ Ensure dedicated tracks are trafficable
- ☐ Check fire units and pumps, ready for standby
- ☐ Check turnarounds at dam and access to water for fire-fighting is safe
- ☐ Meet with local brigade prior to start of restricted burning season. Discuss access to property if not on site during a fire event.
- ☐ Check fuel levels in plantation and remnant vegetation. Record method and results from checks.
- ☐ Check map tube has current map in good condition. Review and update maps, replace in Shire, local brigade, and map tube

APPENDIX C. Proposed species list for the Ydontcha Two Project.

Genus	Species
<i>Acacia</i>	<i>acuminata</i>
<i>Acacia</i>	<i>saligna</i>
<i>Acacia</i>	<i>lasiocarpa</i>
<i>Acacia</i>	<i>microbotrya</i>
<i>Acacia</i>	<i>pulchella</i> var. <i>glaberrima</i>
<i>Allocasuarina</i>	<i>thuyoides</i>
<i>Banksia</i>	<i>prionotes</i>
<i>Banksia</i>	<i>menziesii</i>
<i>Banksia</i>	<i>sessilis</i>
<i>Callitris (ex Actinostrobus)</i>	<i>pyramidalis</i>
<i>Calothamnus</i>	<i>quadrifidus</i>
<i>Calothamnus</i>	<i>sanguineus</i>
<i>Casuarina</i>	<i>obesa</i>
<i>Corymbia</i>	<i>calophylla</i>
<i>Daviesia</i>	<i>decurrens</i>
<i>Eucalyptus</i>	<i>wandoo</i>
<i>Eucalyptus</i>	<i>marginata</i> subsp. <i>thalassica</i>
<i>Eucalyptus</i>	<i>loxophleba</i> subsp. <i>loxophleba</i>
<i>Hakea</i>	<i>priessii</i>
<i>Hakea</i>	<i>prostrata</i>
<i>Hakea</i>	<i>lissocarpha</i>
<i>Hypocalymma</i>	<i>angustifolia</i>
<i>Jacksonia</i>	<i>furcellata</i>
<i>Kunzea</i>	<i>glabrescens</i>
<i>Kunzea</i>	<i>preissiana</i>
<i>Leptospermopsis</i>	<i>erubescens</i>
<i>Melaleuca</i>	<i>acuminata</i>
<i>Melaleuca</i>	<i>atroviridis</i>
<i>Melaleuca</i>	<i>scalena</i>
<i>Melaleuca</i>	<i>tuberculata</i>
<i>Santalum</i>	<i>spicatum/acuminatum</i>

9.2 Proposed Ancillary Dwelling/Workforce Accommodation – 3158 (Lot 106) Westdale Road, Beverley

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	2 December 2024
Applicant:	JD Barrett-Lennard
File Reference:	WES 51828
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Locality map, Site Plans, Application Letter, Floor Plan and Elevation Sketches

SUMMARY

An application has been received to construct an Ancillary Dwelling/Workforce Accommodation at 3158 (Lot 106) Westdale Road, Beverley. It will be recommended the application be approved.

BACKGROUND

The applicant is proposing to construct an Ancillary Dwelling/Workforce Accommodation at 3158 (Lot 106) Westdale Road, Beverley.

The subject property is zoned '*Rural*' in terms of the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3), is 73.24 ha in extent and contains two existing farm homesteads and associated Outbuildings.

The applicant submitted justification as per the letter attached.

COMMENT

The proposed Ancillary Dwelling/Workforce Accommodation are '*D*' uses in the '*Rural*' Zone pursuant to Zoning Table 3 in the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3), which means that the use is not permitted unless the local Government has exercised its discretion by granting development approval.

From a land use planning perspective it is submitted that the proposal aligns with the aims and objectives of LPS3. It is not considered that the development would negatively impact future farming operations on the subject land.

The proposed siting of the development is not affected by Bushfire Prone Vegetation and therefore no BAL assessment was required to be submitted.

The two existing dwellings were approved prior to the LPS3 being Gazetted.

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

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
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 ancillary dwelling/workforce accommodation at 3158 (Lot 106) Westdale 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. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater treatment system, which complies with the requirements of the Treatment of Sewage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to Advice Note 5).
3. Suitable arrangements are to be made for provision of sufficient potable water for the dwelling.

Advice Notes continued on next page.

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: With regard to Condition 2, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.
- 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.

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Author:

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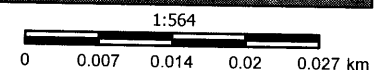
-- Map Viewer Plus --



Author:

Created: 22 November 2024 from Map Viewer Plus <https://map-viewer-plus.app.landgate.wa.gov.au/index.html>

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Author:

Created: 22 November 2024 from Map Viewer Plus <https://map-viewer-plus.app.landgate.wa.gov.au/index.html>

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0 0.11 0.22 0.33 0.44 km

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Jackson Barrett-Lennard
3158 Westdale Road Beverley
0412310340
jack.b.lennard@gmail.com

22 November 2024

Stefan De Beer
Manager of Planning & Development Services
Shire of Beverley
136 Vincent St Beverley

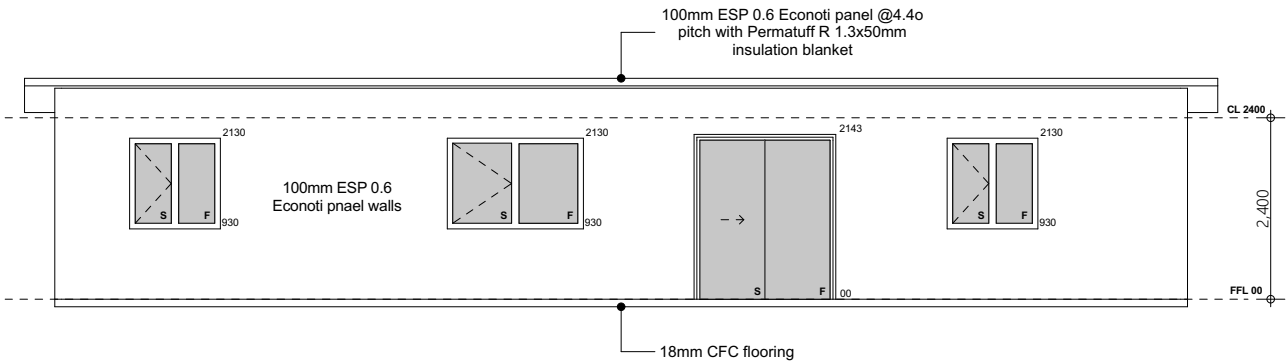
Dear Stefan

The attached proposal intends to allow for additional residential accommodation for both family members and staff at our farming property, Belhus, 3158 Westdale Road Beverley. The need to go down the transportable building path rather than an add-on to existing or permanent site build has been due to the lack of available building services in a realistic time frame. My understanding is that due to the transportable structure (brand new build) being under 70sqm it can be classed as an auxiliary dwelling. Thankyou for your consideration.

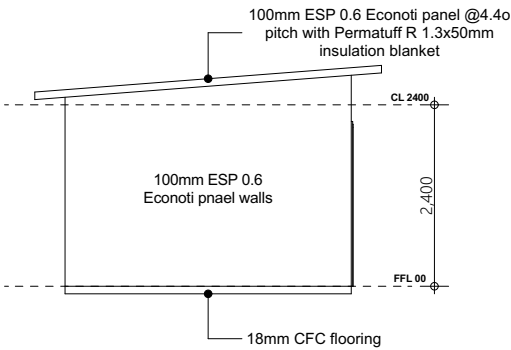
Sincerely,



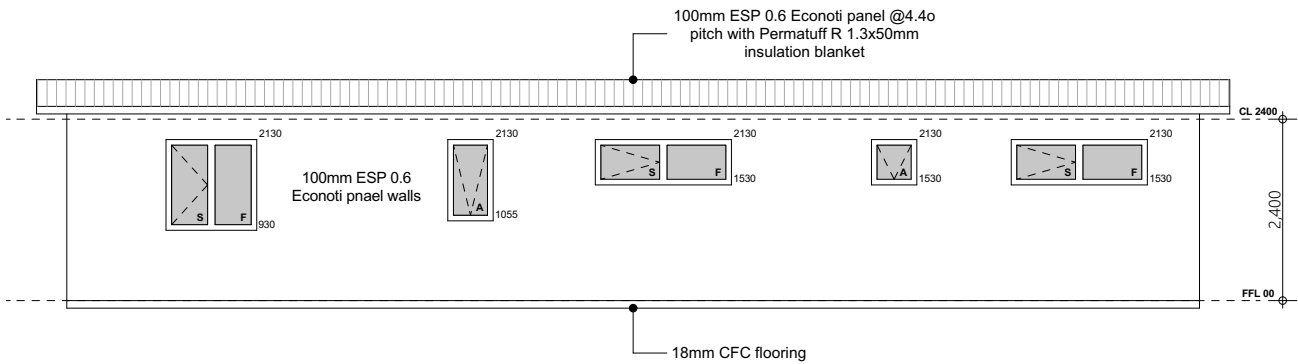
Jackson Barrett-Lennard



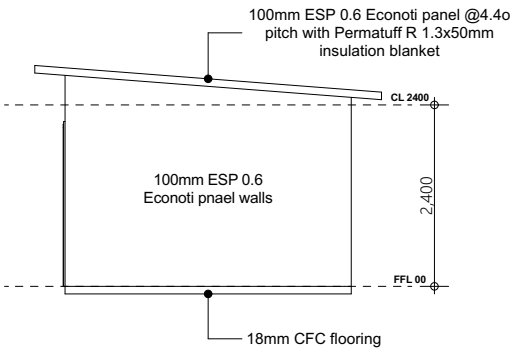
1. Elevation 1 1:100



2. Elevation 2 1:100



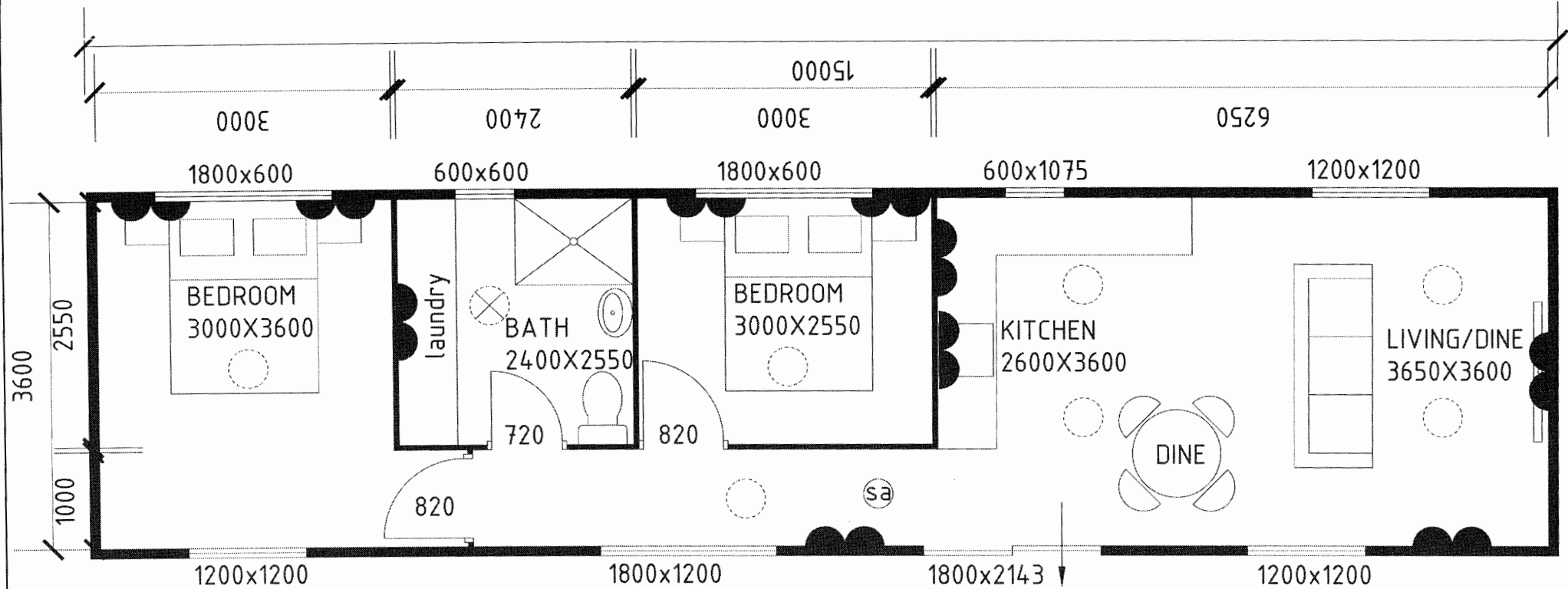
3. Elevation 3 1:100



4. Elevation 4 1:100





DISCLAIMER NOTE:
PLEASE NOTE ALL DIMENSIONS
ARE APPROX. ONLY AND SHALL BE
CHECKED/REDRAWN PRIOR TO
CONSTRUCTION

<div>PROJECT ADDRESS:</div> <div>TRANSPORTABLE GRANNY FLAT</div>	REV.	DATE	DRAWING TYPE		NAME	CHECKED BY
	A	23/11/2024	ELEVATIONS		LF	LF
<div>CLIENT:</div> <div>TAYSHA STONE</div> <div>58</div>	SCALE: 1:100		PAGE NAME: ELEVATIONS		NORTH:	ALL DRAWINGS, DESIGN AND RENDERS REMAIN THE PROPERTY OF RESCOM UNLESS CONSULTED OTHERWISE
	SHEET SIZE: A3					
	SHEET NO: 001		PROJECT NUMBER: -			




ELECTRICAL LEGEND

PROPOSED FLOOR AND
ELECTRICAL PLAN
SCALE NOT TO SCALE

	DOUBLE POWER POINT
	LIGHT
	FAN LIGHT
	HARDWIRED SMOKE ALARM

CLIENT:
TRANSPORTABLE
GRANNY FLAT
DATE: 22 08 2024
SCALE: 1:100
PAGE: 1-1

Wania Sujevia
040 530 6727
w.sujevia@wansujevia.com.au
300 Dandenong Avenue
Dandenong VIC 3175

 Architectural
Drafting Services

9.3 Proposed Ancillary Dwelling – 1375 (Lot 780) York-Williams Road

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	3 December 2024
Applicant:	Luke & Lisa Blanch
File Reference:	YOR 1540
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter, Locality Map, Site Plan, Floor Plan and Elevation Sketches

SUMMARY

An application has been received to construct an Ancillary Dwelling at 1375 (Lot 780) York-Williams Road, Beverley. It will be recommended the application be approved.

BACKGROUND

The applicant is proposing to construct an Ancillary Dwelling at 1375 (Lot 780) York-Williams Road, Beverley.

The subject property is zoned '*Rural*' in terms of the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3), is 40.4444 ha in extent and contains an existing farm homestead, associated Outbuildings and an approved Nursery.

The property is accessed from the York-Williams Road through registered access easements.

The applicant submitted justification as per the letter attached.

COMMENT

The proposed Ancillary Dwelling is a '*D*' use in the '*Rural*' Zone pursuant to Zoning Table 3 in the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3), which means that the use is not permitted unless the local Government has exercised its discretion by granting development approval.

From a land use planning perspective it is submitted that the proposal aligns with the aims and objectives of LPS3. It is not considered that the development would negatively impact future farming operations on the subject land.

The proposed siting of the development is not affected by Bushfire Prone Vegetation and therefore no BAL assessment was required to be submitted.

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

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
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 ancillary dwelling at 1375 (Lot 780) York-Williams 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. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater treatment system, which complies with the requirements of the Treatment of Sewage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to Advice Note 5).
3. Suitable arrangements are to be made for provision of sufficient potable water for the dwelling.

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: With regard to Condition 2, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.

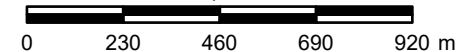
Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.



Author:

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28th November 2024

Planning Application for a Granny flat at 1375 York Williams Rd Beverley

To: Shire of Beverley Councillors,

Please accept this planning proposal to build an Ancillary Dwelling at 1375 York Williams Rd Beverley as we, the owners, urgently require additional accommodation on the property. I am sure the Council is aware of the present shortage of housing in the Shire.

The kit type granny flat complies with the National Construction Code and is a Class 1A dwelling. It will be assembled on site by the Perth based company that builds and transports them.

It is under the 70 sqm limit for Granny Flats in the rural zone and has more than 10m setback from the boundary fence.

This Granny flat will be located outside of the fire zone, as shown on the site map. A Bushfire Attack Level Assessment will, therefore, not be submitted with this application.

There is a good water supply to meet extra needs and the dwelling will be powered by an off-grid system. It is constructed primarily of steel and proposed on high ground, well away from the Dale River, having a minimal environmental impact. Access will be along the western fence line, joining onto the registered access way to the road for the property near its north western corner.

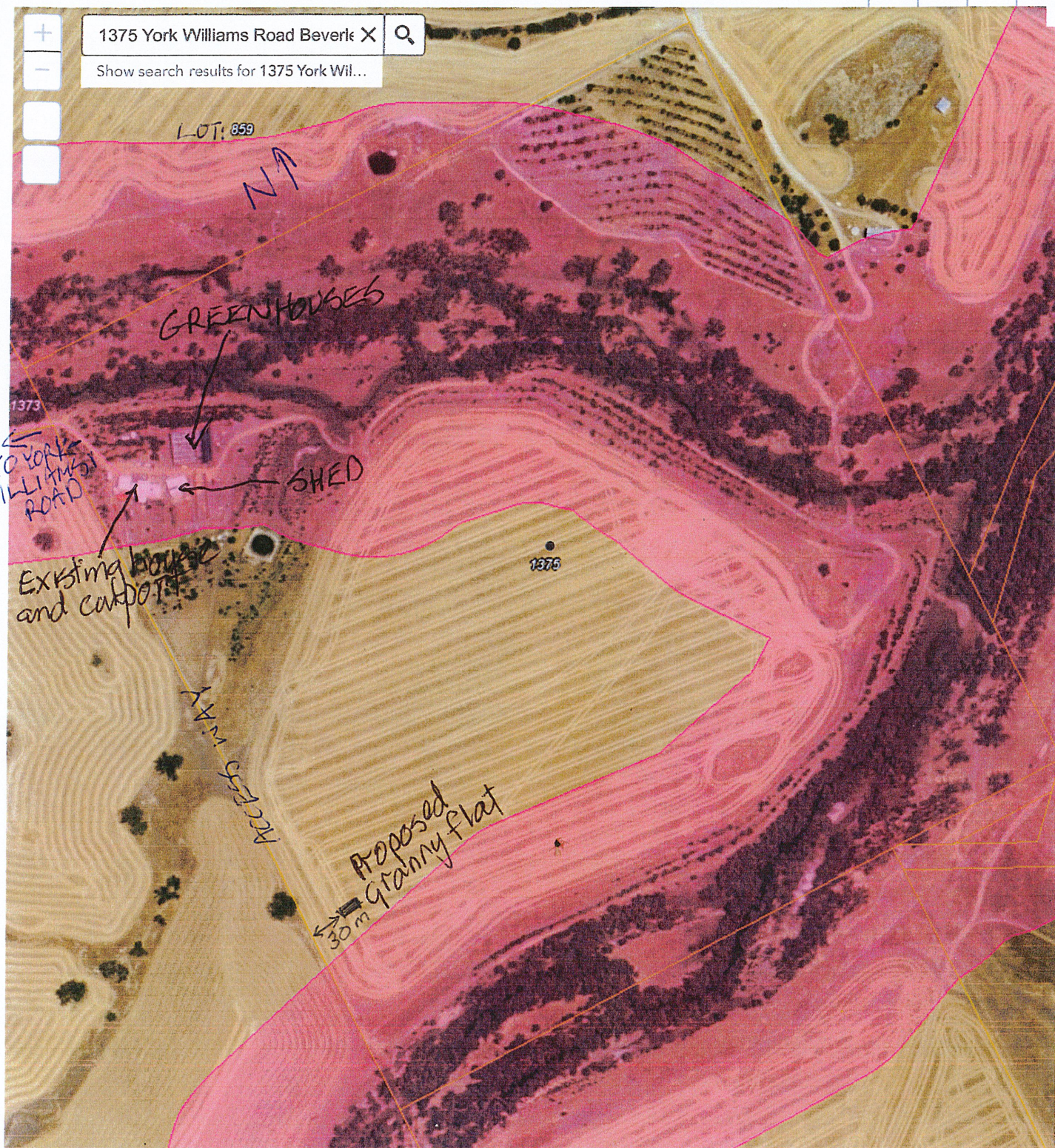
The Site Plan, Floor Plan and Elevations are submitted, along with the application form for your consideration.

Thanking you in advance,

Lisa Blanch and Luke Blanch.

Map of Bush Fire Prone Areas

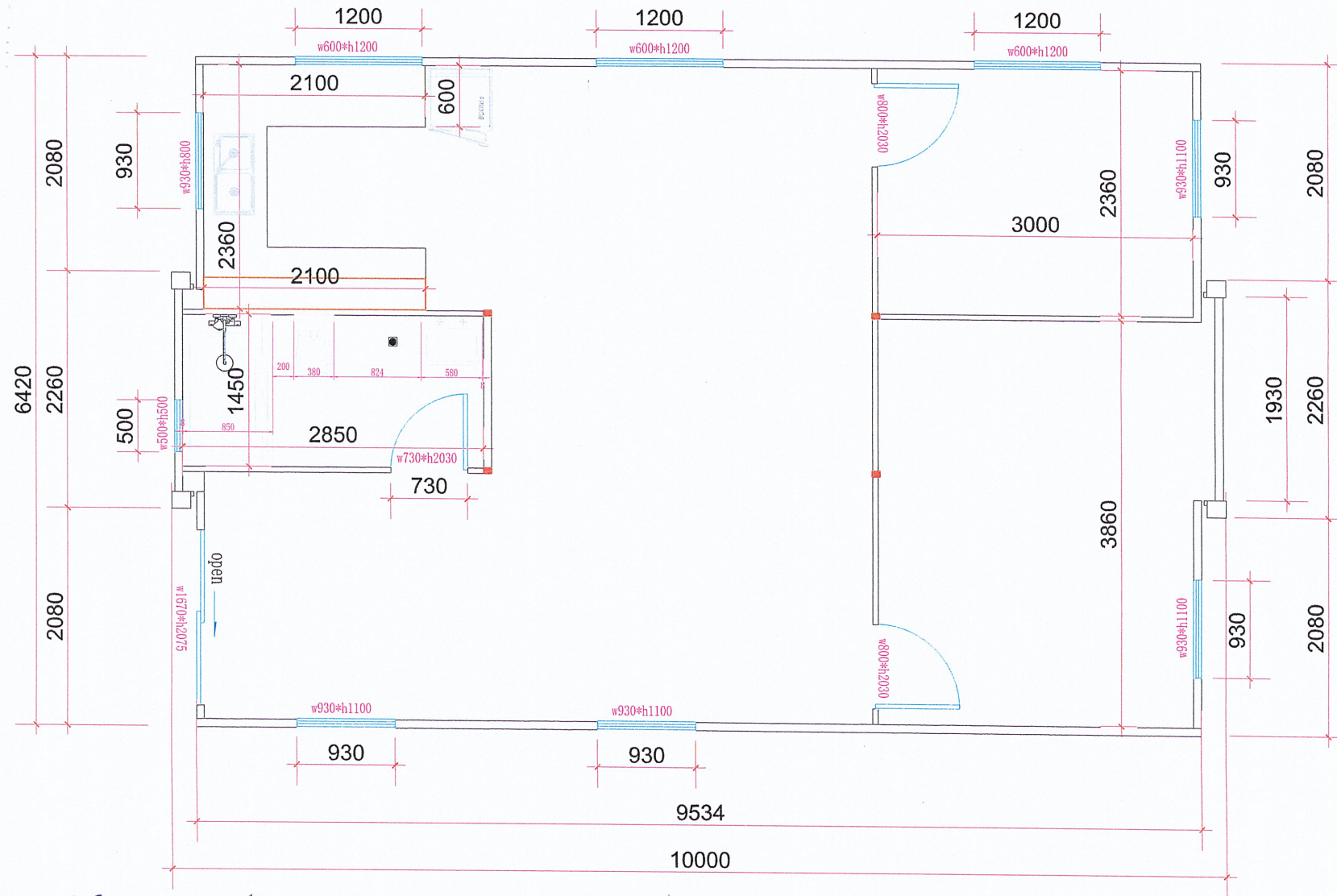
powered by S...



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SCALE

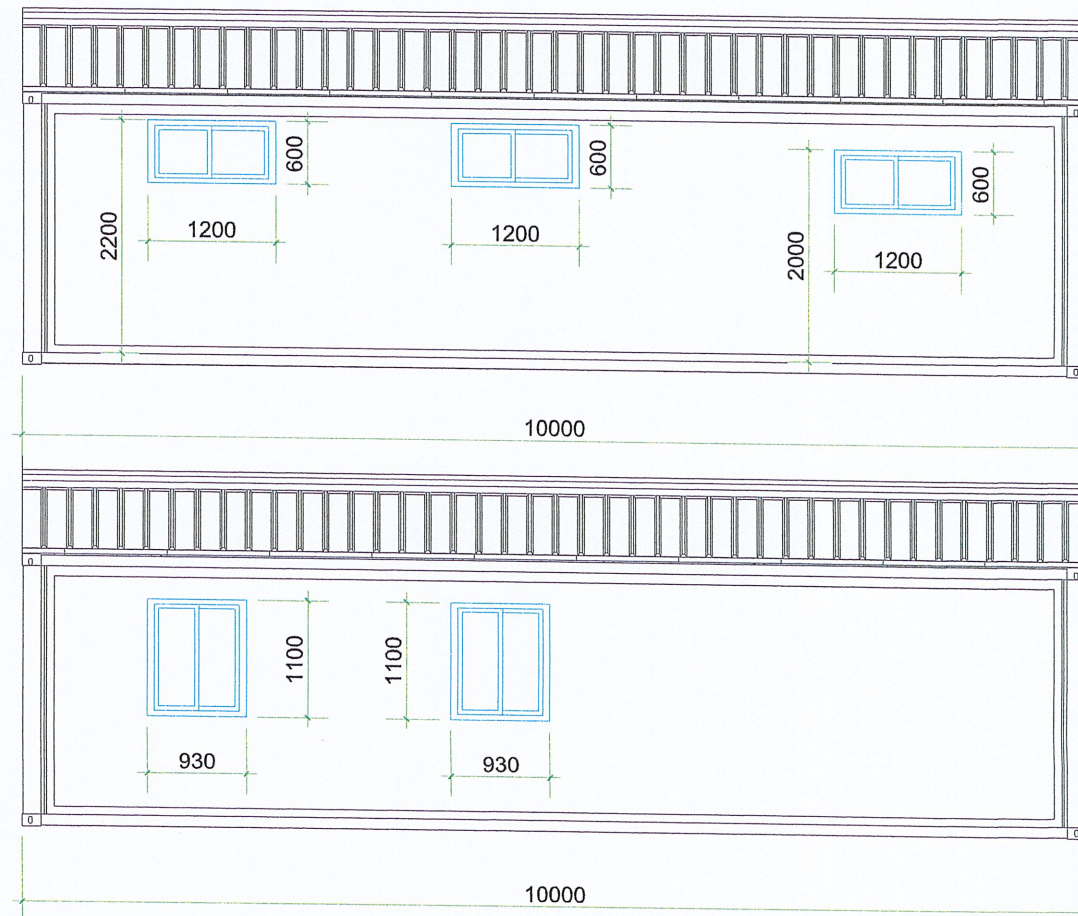
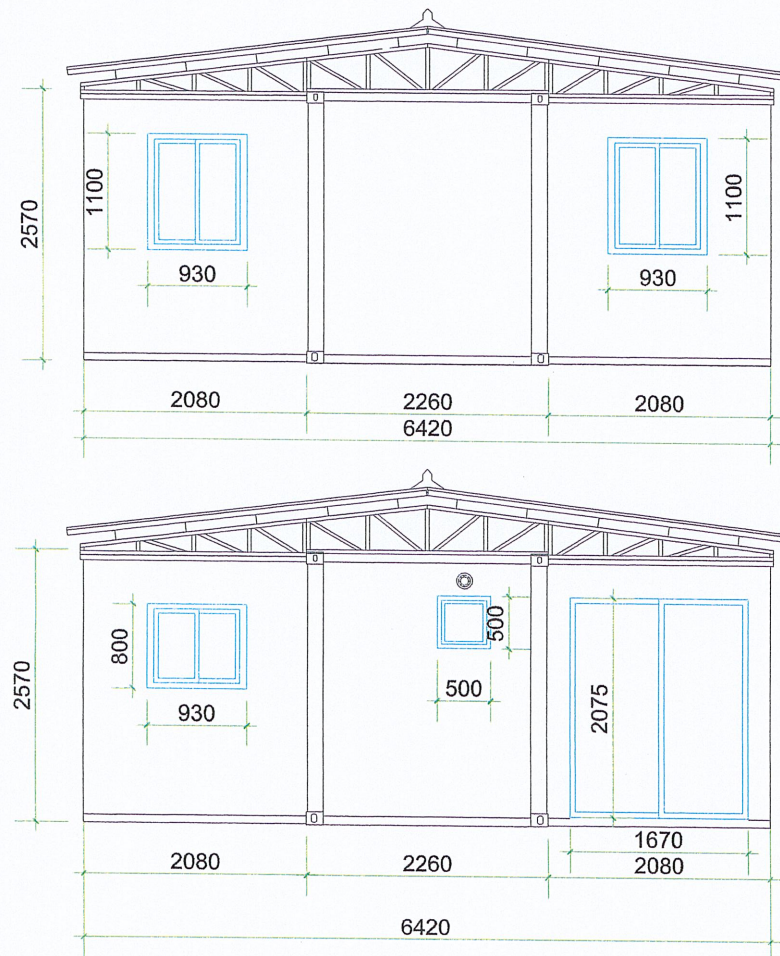
40FT 2. 40M 2Bed



SCALE 1.75cm = 1000mm on plan.

Joint Check up	
General view	
Architecture	
Structure	
Notes	
* The copyright of this drawing belongs to the design unit. It is not allowed to be used for other projects without the permission of the design unit.	
Plane Diagram	
Company Seal	
Item Prin	
Chief	
Approved	
Examined	
Checked	
Designed	YF
Project	
Sub Item	
Title	
Pit. No.	

40FT 2. 40M 2Bed



SCALE: 1:4 cm = 1000 mm on plan

9.4 Development Application – Outbuilding (Storage Shed), Water Tanks & Fencing – 23 (Lot 32) Brockman Street, Beverley

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	5 December 2024
Applicant:	MJ Butcher
File Reference:	BRO 97
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter, Locality Map, Site Plan and Shed Drawings

SUMMARY

An application has been received to construct a Colorbond Outbuilding (Storage Shed) Water Tanks and Fencing at 23 (Lot 32) Brockman Street. The application will be recommended for approval.

BACKGROUND

The subject site is located at 23 (Lot 32) Brockman Street, is 2,179 m² in extent and zoned Residential R10/25 in terms of the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3). It contains a single house and a storage shed (shed to be removed).

The proposal is to construct a Colorbond Outbuilding (Storage Shed) in extent 12m x 8m = 96 m².

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

- In terms of the Shire's Outbuilding Policy (Policy), the maximum wall height of any outbuilding on a property in this zone is to be 3.0 m, whereas the wall height of the new shed is proposed to be 3.6 m;
- The maximum roof height required by the Policy is 4 m. As a result of the proposed increased wall height the proposed roof height will be 4.658 m;
- The maximum area of an outbuilding in this zone is 75 m² as per the Policy. The area of the proposed new Outbuilding will be 96 m².

The applicant's letter of justification for the increased shed size is attached to this report.

It is also proposed to construct 2 x rainwater tanks of 5,300L each, and 2 x 27,500L rainwater tanks as shown on the attached site plan. Water Tanks to be made of plastic and cream in colour.

COMMENT

When considering the proposed departure beyond the parameters as set by the Outbuilding Policy, Shire planner is of the opinion that the following aspects of the development should be taken into consideration:

The specific siting of the Outbuilding on the property;
The general character of the immediate area;
The proposed use of the Outbuilding;
The size of the subject property.

It is the opinion that the proposed siting of the Outbuilding at the subject property is such that it will not have any negative visual impact on the surrounding area.

The Outbuilding will be used for amongst others the storage of trade tools and equipment, hence the shed dimensions required.

No adverse overshadowing from the Shed Building Bulk is anticipated onto neighbouring Residential Zoned properties.

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

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

The proposal (including the proposed fencing) complies with other aspects of the Outbuilding Policy and the Residential Design Codes.

The proposed water tanks are all located behind the Primary and Secondary Street Setback Lines, well shielded by the proposed fencing and are recommended for approval.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant Planning Approval for an Outbuilding (Storage Shed), Water Tanks and Fencing at 23 (Lot 32) Brockman Street, Beverley, subject to the following conditions and advice notes: -

Conditions:

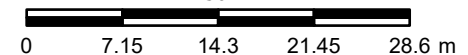
1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

Advice Notes:

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 4: If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).
- Note 5: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.



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Author:

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Site Plan

Job Reference
Sales Person
Client Name

Ms Lee-Ann Mclean
Micheal Butcher

Site Address

23 Brockman Street
Beverley

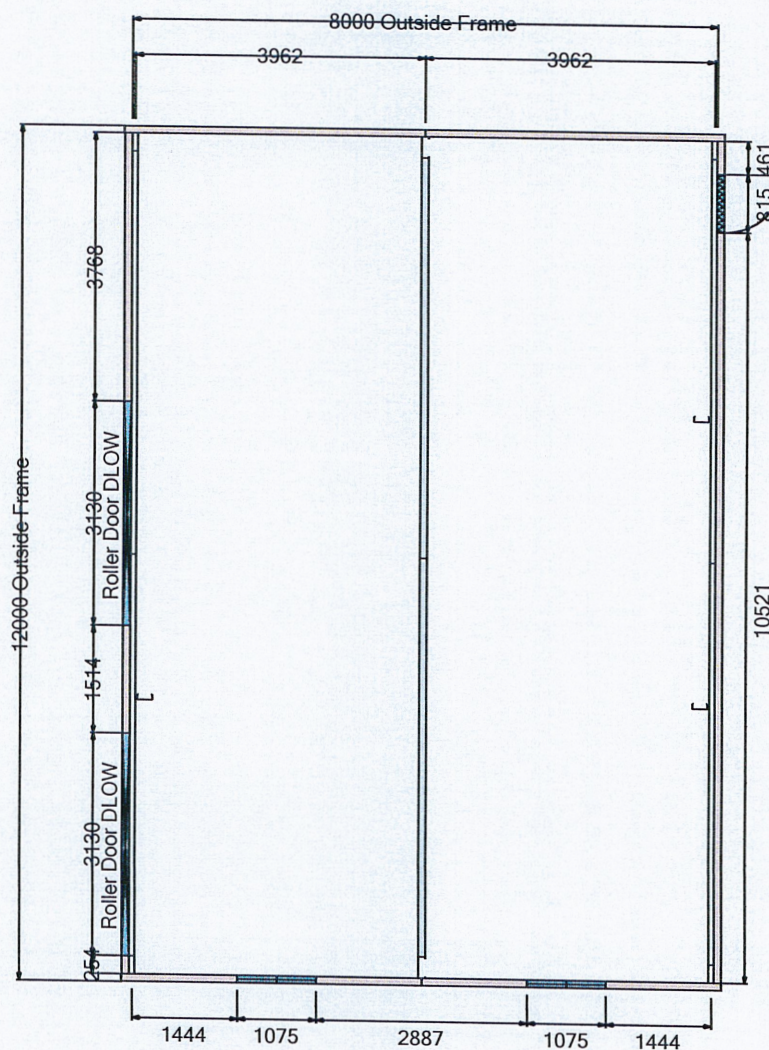
Design Number
Date

SQ323945
05/11/2024

Customer Signature

Front

Rear





Elevations

Job Reference
Sales Person
Client Name

Ms Lee-Ann Mclean
Micheal Butcher

Site Address

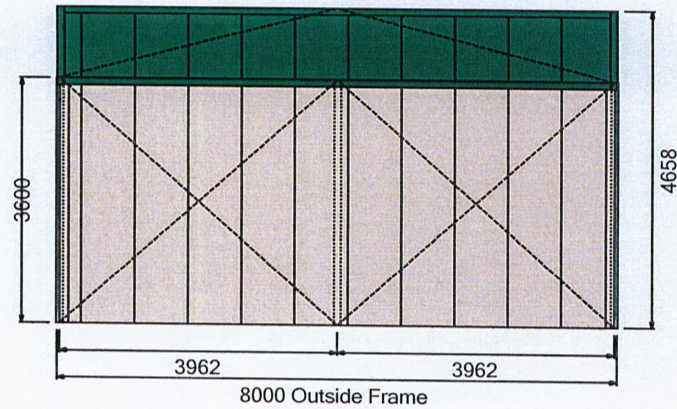
23 Brockman Street
Beverley

Design Number
Date

SQ323945
05/11/2024

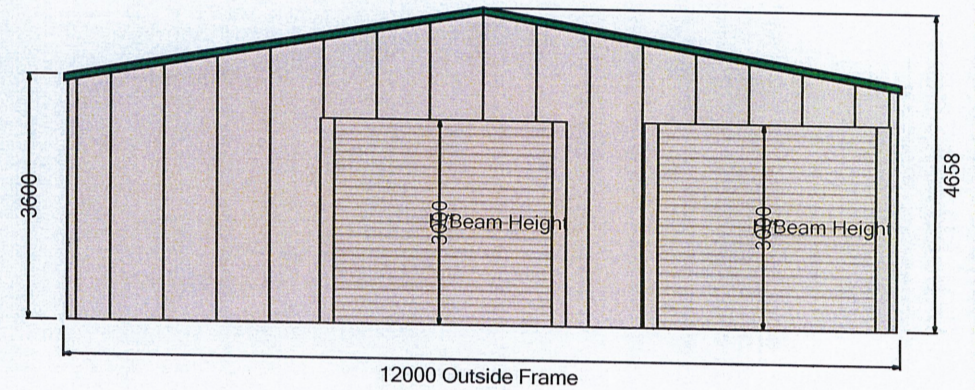
Customer Signature

Left Elevation

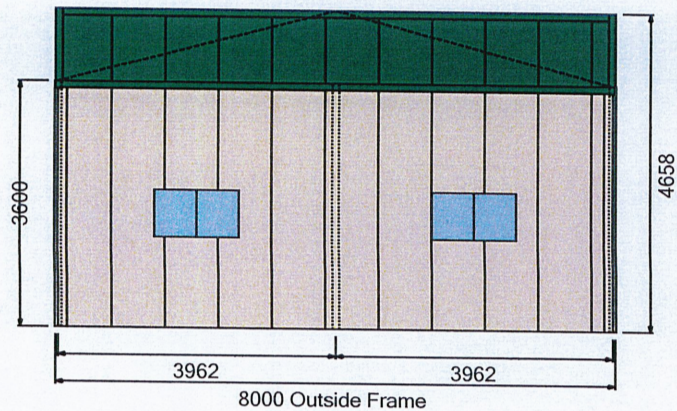


Front External Elevation

Front

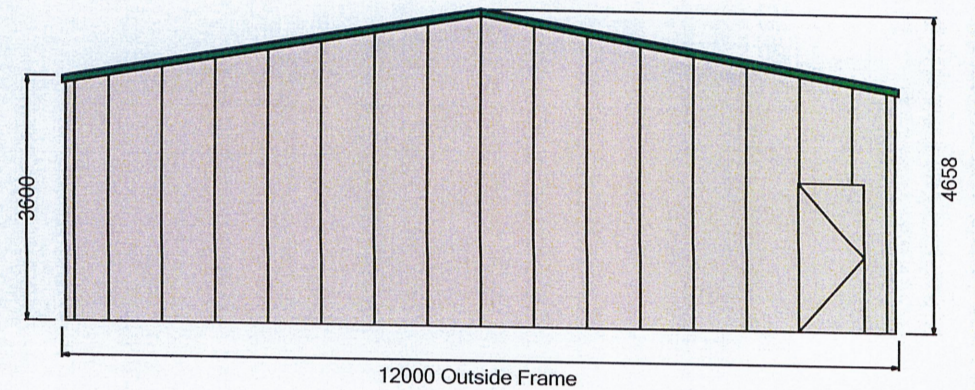


Right Elevation



Rear External Elevation

Rear



JUSTIFICATION: PROPOSED DEVELOPMENT AT 23 (LOT 32) BROCKMAN STREET

USE

Being a retired tradie I have shifted from a 6 bay shed and the current 2 bay shed which is not tall enough and not big enough to store 4 vehicles and trade tools and equipment that i have, like to keep them out of sight, safe and dry.

SHED

12m x8m being for personal use. 1.8 from the side fence and located where the old shed is which will be removed.

Shed by Stratco and drawings supplied.

Colorbond Merino

FENCE ON BROCKMAN STREET

(SECONDARY SIDE)

Fence set back no less than 3m from boundary line at 1.8m high, with an electric gate at 1.8m. Fence at 1.8m back to the house from the front fence.

WATER TANKS

2/ 5,300L water tanks located by house & behind house side fence, 1.930m Diameter by 2.070m high.

2/ 27.500L water tanks located behind the shed & 1.8m from the side fence, 3.780m diameter by 2.820m high.

SMITH STREET

(PRIMARY ACCESS)

1.8m fence from the house to the boundary fence.

1.2m fence with slats above to 1.8m along boundary to 53 smith street fence stepping back on a 45o angle to gate 1.5m set back from boundary line.

9.5 Development Application: Single House & Sea Container Outbuilding, 56 (Lot 123) Forrest Street

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	11 December 2024
Applicant:	Rudy and Marife Chilwan
File Reference:	FOR 51792
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	N/A
Disclosure(s) Of Interest:	None
Attachments:	Application Letter, Locality Map, Site Plan, Dwelling Elevations & Layout, DWER Response

SUMMARY

An application has been received to construct a Single House and a Sea Container Outbuilding at 56 (Lot 123) Forrest Street. It will be recommended the application be approved.

BACKGROUND

The subject property is located at 56 (Lot 123) Forrest Street is zoned '*Rural Townsite*' with a density coding of R40 in terms of the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3). The lot is 809 m² in extent and vacant.

In terms of LPS 3 a 'single house' is a 'D' use (*discretionary*) in this Zone which means that '*the use is not permitted unless the local government has exercised its discretion by granting development approval*'.

It is also proposed to deposit a Sea Container towards the rear of the property to be used as an Outbuilding. It is proposed to render the Sea Container with horizontal Weatherboard to match the residence, including a low pitched roof with gutters.

COMMENT

The proposal is deemed to accord with the objectives of the *Rural Townsite Zone* pursuant to LPS3.

Applications for planning approval for Single Houses at 38 (Lot 1) and 40 (Lot 2) Queen Street, and 44 (Lot 12) Dawson Street (also within the '*Rural Townsite*' zone), had previously been considered and approved by Council.

The proposed development is affected by Bushfire Prone Vegetation. A BAL assessment determined a BAL Rating of 12.5. Should Council resolve to approve the application it will be recommended that an appropriate condition of planning approval be imposed to address this matter.

As a section of the development proposed is located within the Avon River Flood Fringe, the proposal was referred to the *Department of Water and Environmental Regulation* (DWER) whose comments are attached to this report. Should Council resolve to approve the application, these will be recommended be made a condition of Planning Approval.

It is also proposed to impose a condition that will require stormwater to be retained on site where possible, through containment or infiltration as permitted by soil conditions, recovery or reuse, as per Clause 5.3.9 of the R-Codes.

It is also proposed to impose a condition that will require the rendering of the Sea Container as proposed in the application.

The proposal complies with the Residential Design Codes for the R40 density coding.

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 relative to this application.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.3 Responsible planning

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
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 REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for a Single House and Sea Container Outbuilding at 56 (Lot 123) Forrest Street, Beverley, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. Where practicable stormwater shall be retained on the subject property through containment or infiltration as permitted by soil conditions, recovery or reuse, as per Clause 5.3.9 of the R-Codes, to the satisfaction of the Shire.
3. Prior to occupation, the development hereby permitted shall be connected to the reticulated Water Corporation deep sewer system to the satisfaction of the Shire.
4. Prior to occupation, the development hereby permitted shall be connected to the reticulated Water Corporation potable water supply system to the satisfaction of the Shire.
5. Prior to the occupation of the development, a vehicle crossover shall be constructed to the satisfaction of the Shire.
6. The new single house construction standard shall adhere to Australian Standard AS3959 for a determined Bushfire Attack Level of 12.5 (refer to Advice Note 5).
7. As the property is located within the Avon River Flood Fringe Area, the minimum habitable floor level of 194.67 m AHD is required, as advised by the Department of Water and Environmental Regulation (advice attached hereto).
8. The Sea Container shall be rendered as proposed in the planning application to the satisfaction of the Shire.

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: With regard to Condition 6, Australian Standard AS3959 Sections 3 & 5 apply

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.



Author:

Created: 11 December 2024 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au>

1:564

0 7.15 14.3 21.45 28.6 m

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From: [Gary Byfield](#)
To: [Stefan De Beer](#)
Cc: [rudy.chilwan](#)
Subject: Development Proposal for 56 Forrest Street Beverley
Date: Monday, 28 October 2024 2:14:11 PM
Attachments: [Chilwan-02A.pdf](#)
[Chilwan-01A.pdf](#)
[Chilwan-03A.pdf](#)
[Chilwan-04A.pdf](#)
[Chilwan-05A.pdf](#)
[Chilwan-06A.pdf](#)
[Chilwan-07A.pdf](#)
[Chilwan-08A.pdf](#)

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The Shire of Beverley
136 Vincent Street
Beverley WA 6304

Attn. Stefan De Beer

On behalf of my clients Rudy and Marife Chilwan, I wish to submit a development proposal for 56 Forrest Street, Beverley.

The land is currently zoned 'Rural Townsite' and we are wanting to re-zone for single residence land use which will require

Beverley town council approval.

This will entail a single dwelling on the land together with a converted 20' sea-container for storage during the construction stage and a studio when the dwelling is complete.

The dwelling will be connected to all services provided by the Shire which includes; water, power and sewage disposal to the town sewage system.

The proposed development will be fenced with access gates, a concrete driveway and a crossover conforming to Council regulations.

I have attached a set of drawings which include a site plan, elevations and details.

Please let me know if you need additional information.

Regards
Gary Byfield
0414 885 338
gwb151@gmail.com

ps I will get Rudy to fill out the forms for submission as well.

From: [Diana Nussey](#)
To: [Stefan De Beer](#)
Cc: [Shire of Beverley Admin](#)
Subject: RE: DEVELOPMENT APPLICATION – SINGLE HOUSE & SEA CONTAINER OUTBUILDING – 56 (LOT 123) FORREST STREET, BEVERLEY - DWER comments
Date: Wednesday, 11 December 2024 11:02:38 AM
Attachments: [Shire of Beverley referral - 2024-034 - Lot 123 Forrest St Beverley.pdf](#)
[FPM Avon Lot 123 #56 Forrest St BEVERLEY.pdf](#)

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OFFICIAL

OFFICIAL

Your ref: 2024/034

Our ref: RF10107, PA 068715

Good morning,

RE: DEVELOPMENT APPLICATION – SINGLE HOUSE & SEA CONTAINER OUTBUILDING – 56 (LOT 123) FORREST STREET, BEVERLEY

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

The Department, in carrying out its role in floodplain management, provides advice and recommends guidelines for development on floodplains with the object of minimising flood risk and damage.

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

Event	Flood level
1 in 10 (10%) AEP	192.75 m AHD
1 in 25 (4%) AEP	193.35 m AHD
1 in 100 (1%) AEP	194.17 m AHD (see attached map)

Based on our floodplain management strategy for the area, proposed development (i.e., filling, building, etc) on the Lot that is located outside of the floodway is considered acceptable with respect to major flooding. However, a minimum habitable floor level of 0.5 metre above the appropriate 1 in 100 (1%) AEP flood level (i.e., 194.67 m AHD) is recommended to ensure adequate flood protection.

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

If you have any queries, please contact me.

Kind regards,

Diana Nussey

A/Senior Natural Resource Management Officer
Planning Advice Section
Swan Avon Region

Department of Water and Environmental Regulation

7 Ellam St, VICTORIA PARK WA 6100

T: (08) 6250 8014

E: diana.nussey@dwer.wa.gov.au | www.dwer.wa.gov.au

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.

Lot 123 #56 Forrest St BEVERLEY

LOCALITY MAP



LEGEND

- Lot 123 #56 Forrest St
- 1 in 100 (1%) AEP flood levels (m AHD)
- Floodway limit
- Extent of 1 in 100 (1%) AEP flooding
- Floodway
- Flood fringe
- 0.2m interval contours (m AHD)
- Roads



Datum and Projection Information

Vertical Datum: AHD71
Horizontal Datum: GDA2020
Projection: MGA Zone 50
Spheroid: GRS80

Project Information

Client: Swan Avon Landuse
Map Author: Van Cuong Nguyen
Task ID: B1305
Compilation date: 10/12/2024
Edition: Version 1

SOURCES

The Department of Water and Environmental Regulation acknowledges the following datasets and their custodians in the production of this map:

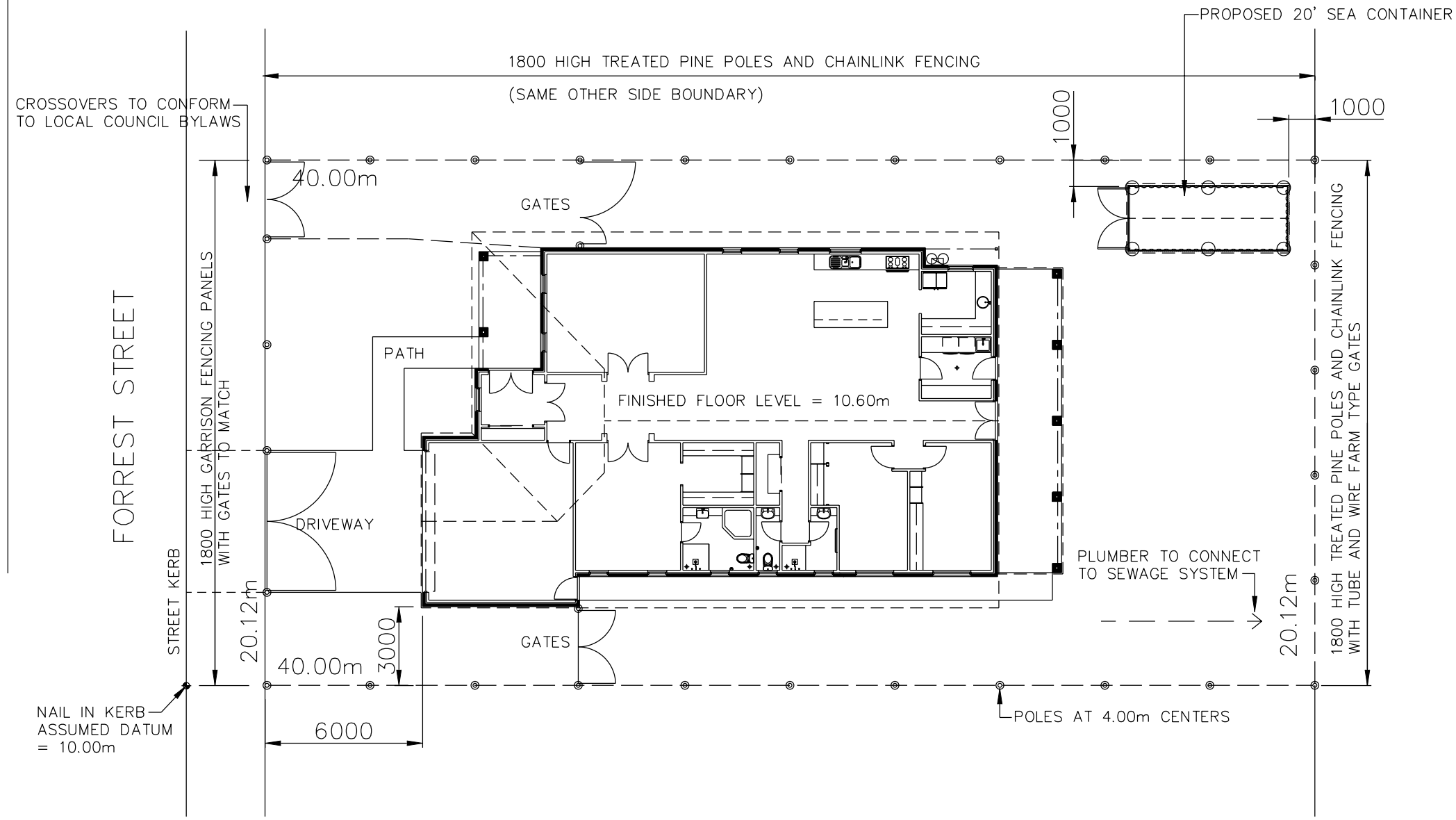
Railways - Landgate - 09/02/2010
Road Centrelines, DL - Landgate - 01/02/2016
Spatial Cadastral Database (SCDB) - Landgate - 01/05/2018
Beverley Townsite 50cm Orthomosaic - Landgate - 2017



Government of Western Australia
Department of Water and Environmental Regulation

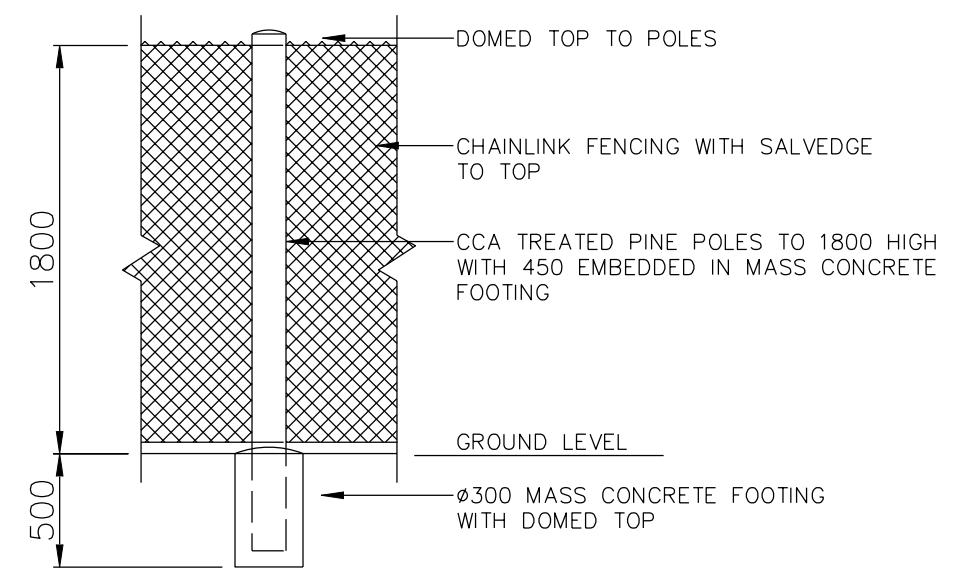
This map is a product of the Department of Water and Environmental Regulation and was printed on 10/12/2024.
This map was produced with the intent that it be used for display purposes at the scale of 1:1,588 when printing at A4.
While the Department of Water and Environmental Regulation has made all reasonable efforts to ensure the accuracy of this data, the department accepts no responsibility for any inaccuracies and persons relying on this data do so at their own risk.





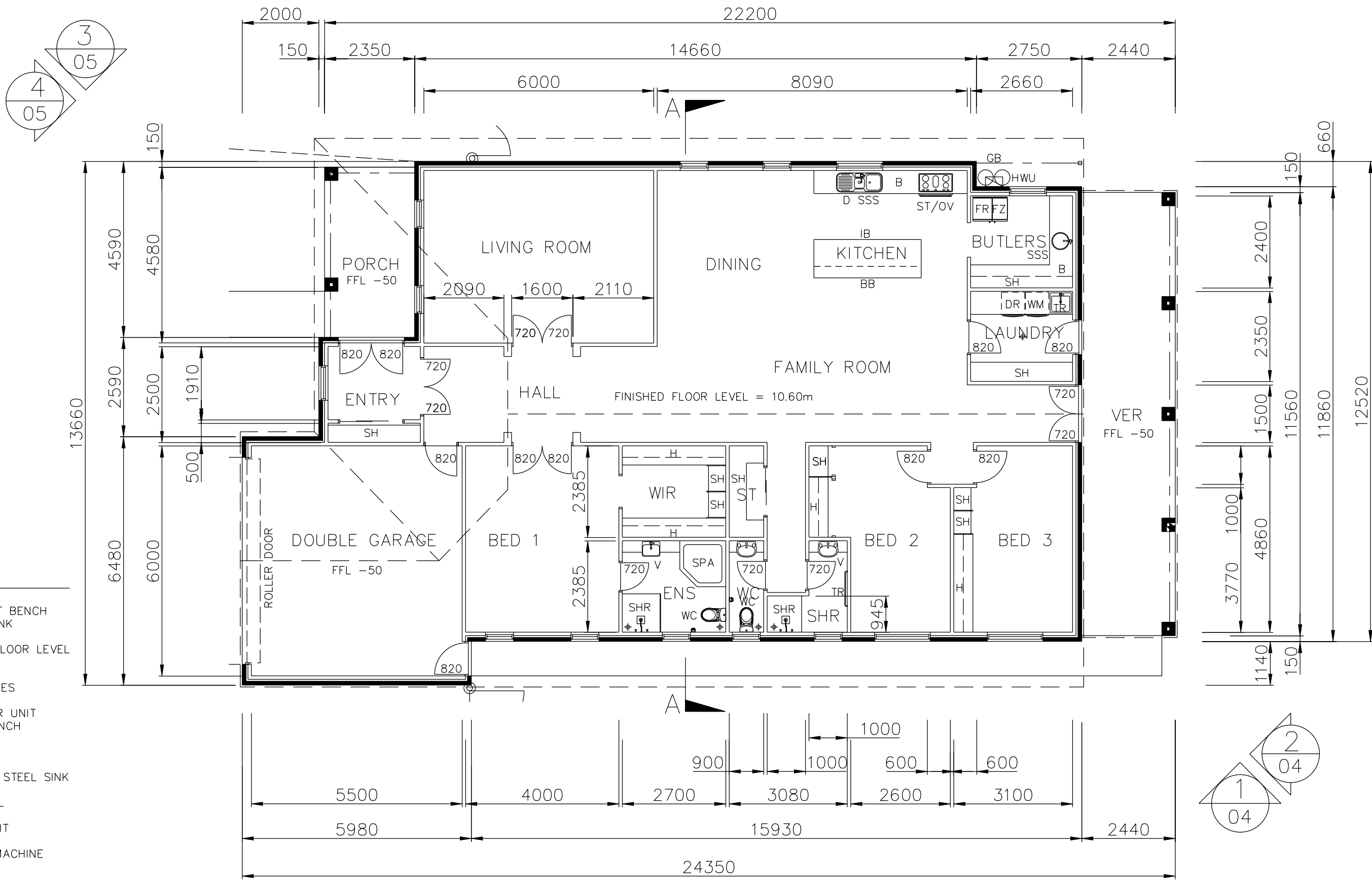
SITE PLAN
1 : 200

20' SEA CONTAINER
MOUNTED ON Ø500 CONCRETE BISCUITS
CHAIN EMBEDDED IN CONCRETE BISCUITS WELDED TO CHASSIS
25mm BATTENS FIXED VERTICALLY TO EXTERNAL FACE AT 600 CENTERS
WEATHERBOARD TO MATCH RESIDENCE FIXED HORIZONTALLY TO EXTERNAL WALLS
FINISHED FLOOR LEVEL TO BE 180 ABOVE FFL OF RESIDENCE
LOW PITCHED ROOF FIXED TO ROOF WITH GUTTERS BOTH SIDES
GABLE ENDS CLAD WITH WEATHERBOARD





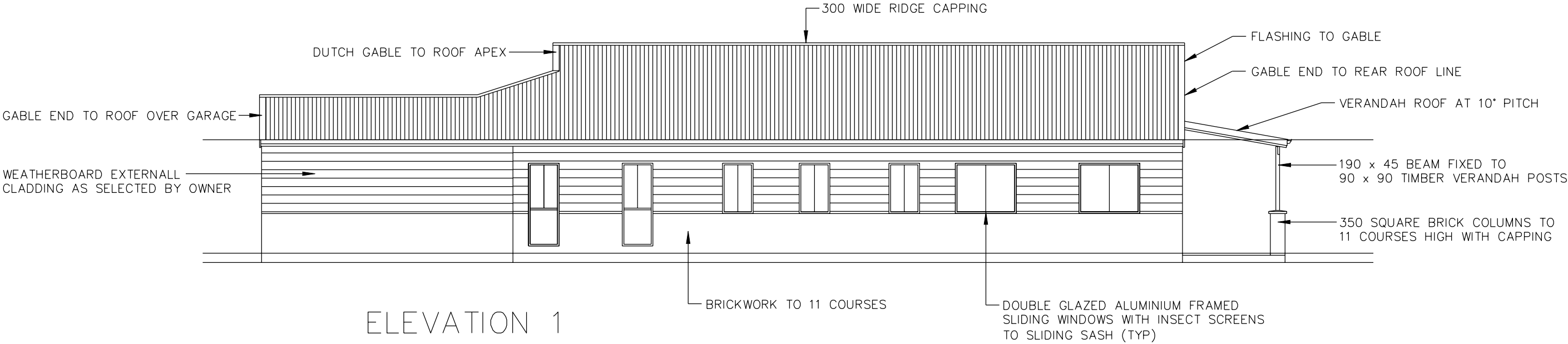
TYPICAL 1800 FENCE COLUMNS

				PINEFIELD'S OF YORK		PROPOSED RESIDENCE		SITE PLAN				
				GARY W. BYFIELD PO BOX 326 YORK W.A. 6302		CLIENT : R. and M. CHILWAN FORREST STREET BEVERLEY WA 6304			DRAWN GWB		SCALE 1 : 200	
				MOBILE 0414 885 338 EMAIL gwb151@gmail.com					DATE OCT 24		REVISION A	
A	ISSUED FOR APPROVAL	OCT 24							JOB No BW-21-24/25		SHEET 02	
	REVISION	DATE										

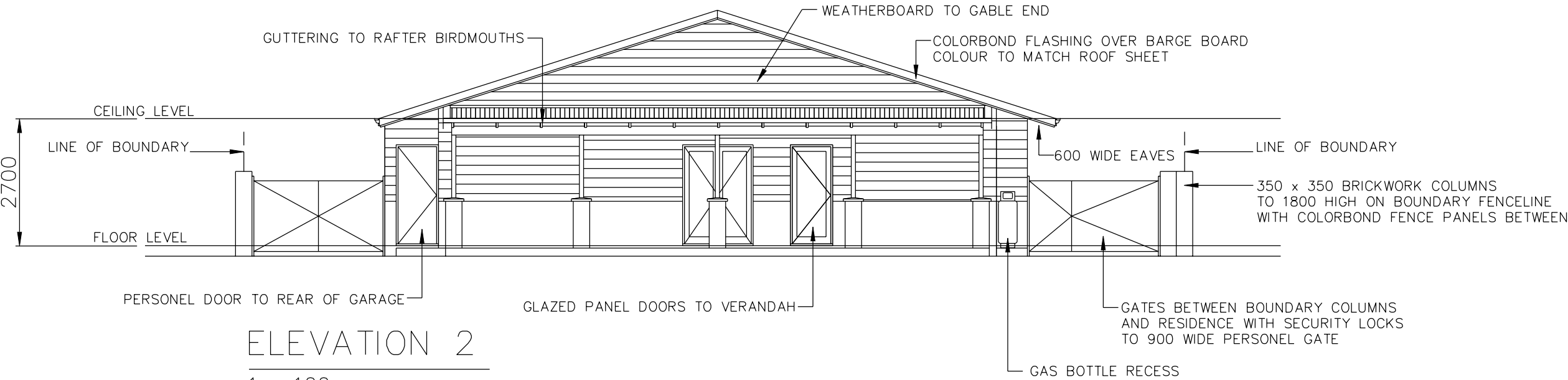


- LEGEND
- B BENCH
 - BB BREAKFAST BENCH
 - DSSS DOUBLE SINK
 - DR DRYER
 - FFL FINISHED FLOOR LEVEL
 - FR FRIDGE
 - FZ FREEZER
 - GB GAS BOTTLES
 - H HANGING
 - HWU HOT WATER UNIT
 - IB ISLAND BENCH
 - OV OVEN
 - SH SHELVEING
 - SHR SHOWER
 - SSS STAINLESS STEEL SINK
 - SPA SPA UNIT
 - TR TOWEL RAIL
 - TR TROUGH
 - V VANITY UNIT
 - WC TOILET
 - WM WASHING MACHINE


				PINEFIELD'S OF YORK		PROPOSED RESIDENCE		FLOOR PLAN					
					GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338 EMAIL gwb151@gmail.com		CLIENT : R. and M. CHILWAN FORREST STREET BEVERLEY WA 6304	DRAWN GWB		SCALE 1 : 100			
								DATE OCT 24		REVISION		A	
A	ISSUED FOR APPROVAL	MAR 24						JOB No BW-21-24/25		SHEET 03		A3	
	REVISION	DATE											

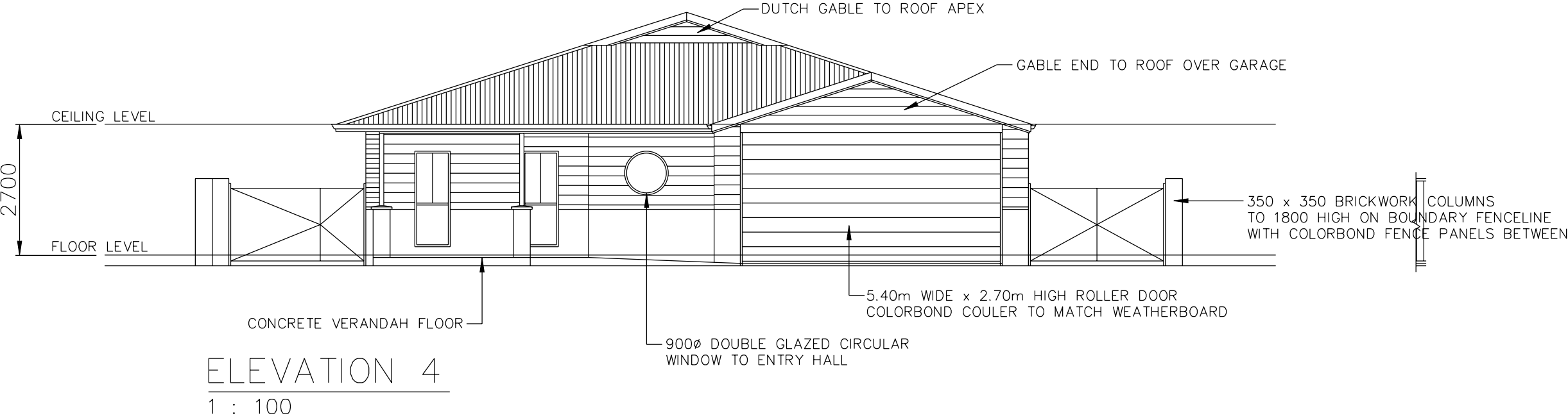
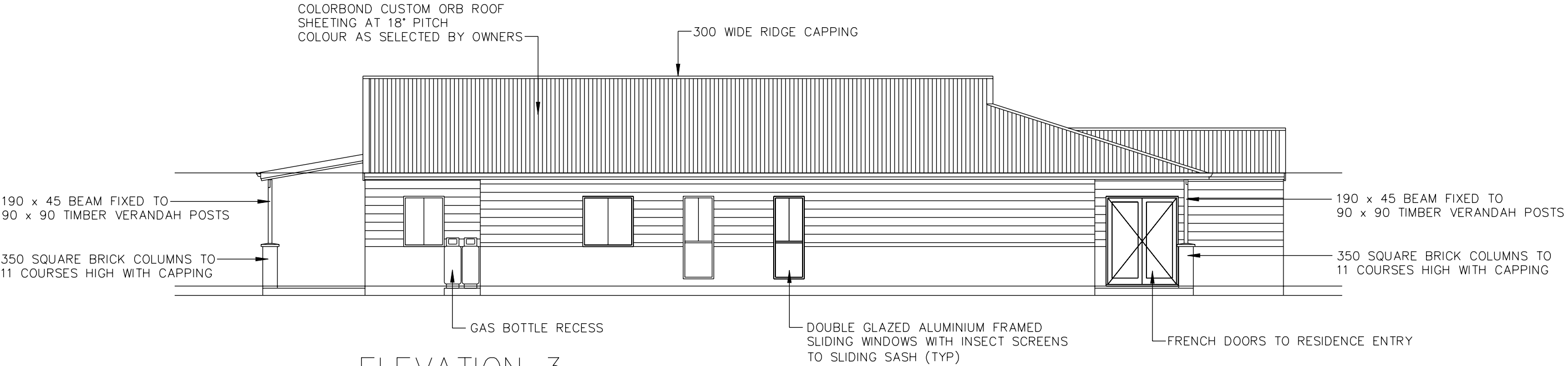


ELEVATION 1
1 : 100

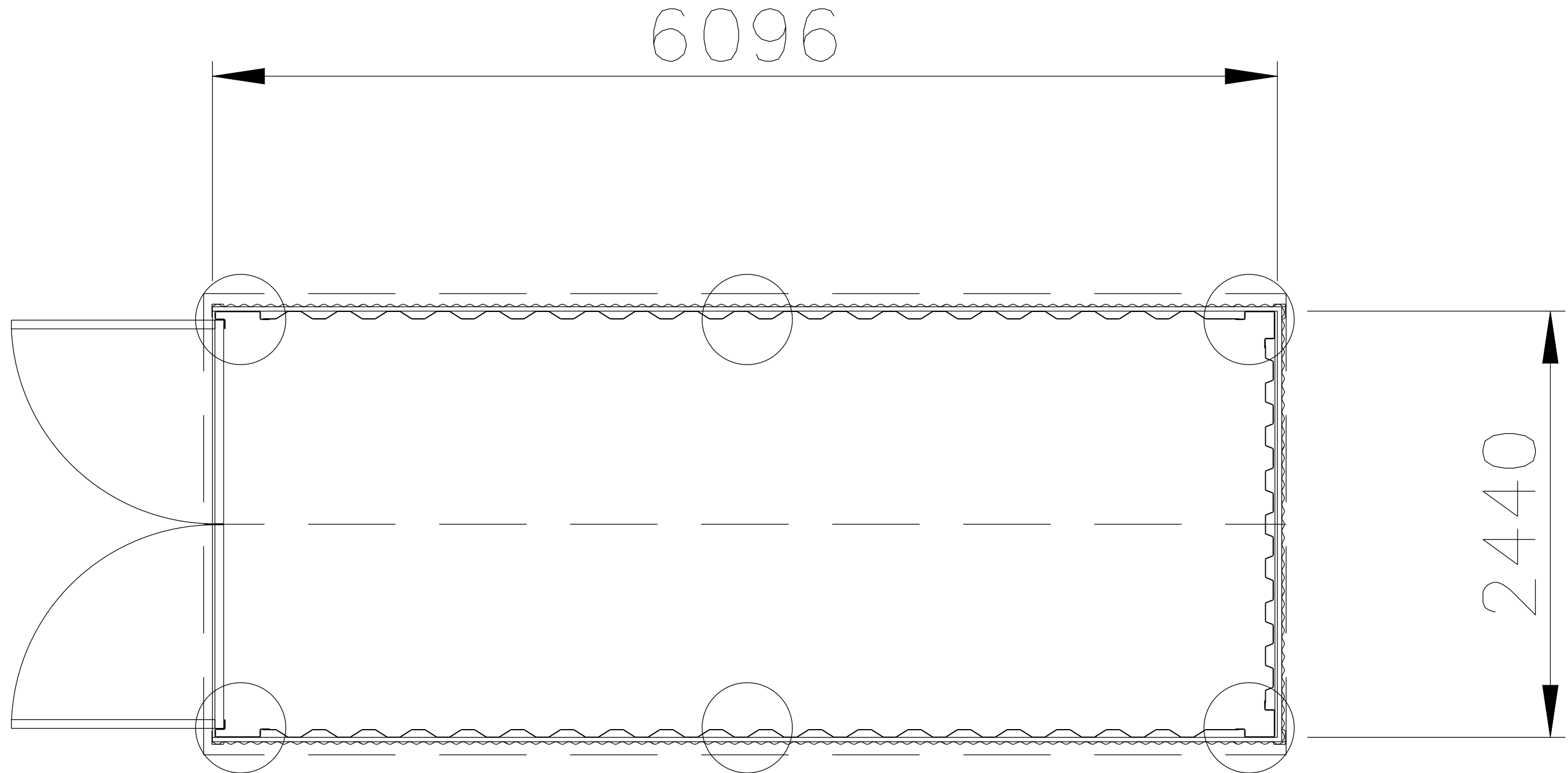


ELEVATION 2
1 : 100

				PINEFIELD'S OF YORK	PROPOSED RESIDENCE		ELEVATIONS		
				GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338 EMAIL gwb151@gmail.com	CLIENT : R. and M. CHILWAN FORREST STREET BEVERLEY WA 6304	NORTH	DRAWN	GWB	SCALE 1 : 50
A	ISSUED FOR APPROVAL	OCT 24					DATE	OCT 24	REVISION A
	REVISION	DATE					JOB No	BW-21-24/25	SHEET 04 A3



				PINEFIELD'S OF YORK GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338 EMAIL gwb151@gmail.com	PROPOSED RESIDENCE CLIENT : R. and M. CHILWAN FORREST STREET BEVERLEY WA 6304		NORTH	ELEVATIONS		
								DRAWN	GWB	SCALE 1 : 50
A	ISSUED FOR APPROVAL	OCT 24						DATE	OCT 24	REVISION A
	REVISION	DATE						JOB No	BW-21-24/25	SHEET 05 A3



HORIZONTAL 25mm BATTENS
VERTICAL CUSTOM ORB CLADDING
FLASHING TO CORNERS
LOW PITCHED ROOF OVER
500Ø CONCRETE BISCUITS

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	11 December 2024
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	November 2024 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 30 November 2024.

BACKGROUND

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2024 Ordinary Meeting, item 11.4.

COMMENT

The monthly financial reports for the period ending 30 November 2024 have been provided and include:

- Financial Activity Statement by Nature;
- Statement of Net Current Assets;
- Statement of Financial Position; and
- Investment of Surplus Funds Report.

STATUTORY ENVIRONMENT

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

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

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

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;

- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2024/25 Budget.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.1 Community and customer focus
4.2 Continuous organisational improvement
4.3 Responsible planning

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the monthly financial report for the month of November 2024 be accepted and material variances be noted.

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 30 November 2024</p>						
Description	Budget 2024/25	YTD Budget 2024/25	YTD Actual 2024/25	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Operating Revenue						
Rates	3,410,624.00	3,399,124.00	3,415,480.98	16,356.98	▲	Rates discount expense \$19,126 lower than anticipated.
Operating Grants, Subsidies and Contributions	593,892.00	339,727.00	342,413.27	2,686.27	▲	
Profit On Asset Disposal	5,050.00	5,050.00	6,414.97	1,364.97	▲	
Fees & Charges	1,124,912.00	514,146.00	518,358.35	4,212.35	▲	
Interest Earnings	147,836.00	48,540.00	53,545.20	5,005.20	▲	
Other Revenue	373,770.00	112,005.00	112,748.15	743.15	▲	
Non-Operating Grants, Subsidies and Contributions	23,616,776.00	4,241,291.00	4,241,001.24	(289.76)	▼	
Total Operating Revenue	29,272,860.00	8,659,883.00	8,689,962.16	30,079.16		
Operating Expenditure						
Employee Costs	(2,678,612.00)	(1,004,326.00)	(1,001,558.25)	2,767.75	▲	
Materials & Contracts	(2,430,226.00)	(896,349.00)	(896,027.06)	321.94	▲	
Utilities	(319,668.00)	(88,827.00)	(81,545.09)	7,281.91	▲	
Depreciation On Non-Current Assets	(2,478,107.00)	(1,048,510.00)	(1,133,959.29)	(85,449.29)	▼	Depreciation expense higher than anticipated.
Interest Expenses	(87,741.00)	(6,711.00)	(657.58)	6,053.42	▲	23/24 Accrued Interest reversals.
Insurance Expenses	(326,297.00)	(324,271.00)	(333,618.69)	(9,347.69)	▼	
Other Expenditure	(88,581.00)	(52,210.00)	(57,748.35)	(5,538.35)	▼	
Loss On Asset Disposal	(10,284.00)	(10,284.00)	(16,665.60)	(6,381.60)	▼	
Total Operating Expenditure	(8,419,516.00)	(3,431,488.00)	(3,521,779.91)	(90,291.91)		
Net Operating	20,853,344.00	5,228,395.00	5,168,182.25	(60,212.75)		
Capital Income						
Proceeds from Sale of Assets	77,880.00	74,880.00	72,830.04	(2,049.96)	▼	Trade in value lower than anticipated YTD.
New Loan Raised	4,500,000.00	0.00	0.00	0.00		
Total Capital Income	4,577,880.00	74,880.00	72,830.04	(2,049.96)		
Capital Expenditure						
Land and Buildings	(6,415,000.00)	(106,500.00)	(128,877.52)	(22,377.52)	▼	Civic Centre and Town Square (\$8,516), 59 Smith Street retaining wall works (\$7,106) and Hunt Rd Unit Refurbishment (\$5,665) greater than anticipated. Note: These variances primarily relate the internal staff labour expenses. Budgeted funds are generally based on cash expenses for materials and contractors.

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 30 November 2024</p>						
Description	Budget 2024/25	YTD Budget 2024/25	YTD Actual 2024/25	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Plant and Equipment	(188,000.00)	(165,000.00)	(155,432.88)	9,567.12	▲	
Office Furniture and Equipment	(78,000.00)	(78,000.00)	(70,702.08)	7,297.92	▲	
Road Construction	(11,761,272.00)	(2,481,005.00)	(2,518,186.83)	(37,181.83)	▼	Mawson Rd (SLK 18.10-20.10) contract works \$37,496 greater than anticipated.
Other Infrastructure	(12,166,077.00)	(250,000.00)	(252,408.32)	(2,408.32)	▼	
Leases	(6,648.00)	(6,648.00)	(5,331.03)	1,316.97	▲	
Loans - Principal Repayments	(148,300.00)	(46,764.00)	(46,764.23)	(0.23)	▼	
Total Capital Expenditure	(30,763,297.00)	(3,133,917.00)	(3,177,702.89)	(43,785.89)		
Net Capital	(26,185,417.00)	(3,059,037.00)	(3,104,872.85)	(45,835.85)		
Adjustments						
Depreciation Written Back	2,478,107.00	1,048,510.00	1,133,959.29	85,449.29		
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	5,234.00	4,184.00	10,250.63	6,066.63		
Add Funding From						
Transfer (To)/From Reserves	683,444.00	0.00	0.00	0.00		
Opening Surplus/(Deficit)	2,165,288.00	2,165,288.00	2,165,287.77	(0.23)		
Total Adjustments	5,332,073.00	3,217,982.00	3,309,497.69	91,515.69		
CLOSING SURPLUS/(DEFICIT)	0.00	5,387,340.00	5,372,807.09	(14,532.91)		

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 30 November 2024		
Description	Actual 2023/24	YTD Actual 2024/25
Current Assets		
Cash at Bank	3,363,019.27	1,649,365.10
Cash - Unrestricted Investments	573,194.08	6,338,619.98
Cash - Restricted Reserves	1,893,962.99	1,893,962.99
Cash on Hand	700.00	700.00
Accounts Receivable	1,201,326.09	922,311.66
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	12,511.51	6,294.41
Total Current Assets	7,044,713.94	10,811,254.14
Current Liabilities		
Accounts Payable	(2,641,289.55)	(3,200,310.42)
Loan Liability - Current	(148,300.38)	(101,536.15)
Lease Liability - Current	0.00	(0.01)
Annual Leave Liability - Current	(294,386.93)	(294,386.93)
Long Service Leave Liability - Current	(202,078.63)	(202,078.63)
Doubtful Debts	0.00	0.00
Total Current Liabilities	(3,286,055.49)	(3,798,312.14)
Adjustments		
Less Restricted Reserves	(1,893,962.99)	(1,893,962.99)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	152,291.93	152,291.93
Add Loan Principal Expense	148,300.38	101,536.15
Total Adjustments	(1,593,370.68)	(1,640,134.91)
NET CURRENT ASSETS	2,165,287.77	5,372,807.09

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
30 November 2024

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Current Assets			
Cash and Cash Equivalents	5,830,876.34	9,882,648.07	4,051,771.73
Accounts Receivable	925,082.09	922,311.66	(2,770.43)
Contract Asset - Current	276,244.00	0.00	(276,244.00)
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	12,511.51	6,294.41	(6,217.10)
Total Current Assets	7,044,713.94	10,811,254.14	3,766,540.20
Current Liabilities			
Accounts Payable	(984,885.55)	(1,543,906.42)	(559,020.87)
Contract Liability - Current	(1,656,404.00)	(1,656,404.00)	0.00
Loan Liability - Current	(148,300.38)	(101,536.15)	46,764.23
Lease Liability - Current	0.00	(0.01)	(0.01)
Annual Leave Liability - Current	(294,386.93)	(294,386.93)	0.00
Long Service Leave Liability - Current	(202,078.63)	(202,078.63)	0.00
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(3,286,055.49)	(3,798,312.14)	(512,256.65)
Non-Current Assets			
Non-Current Debtors	170,910.09	170,910.09	0.00
Non-Current Investments	62,378.13	62,378.13	0.00
Land and Buildings	29,585,060.75	29,396,729.52	(188,331.23)
Plant and Equipment	2,397,779.42	2,359,228.18	(38,551.24)
Furniture and Equipment	111,155.00	190,824.09	79,669.09
Infrastructure	141,937,083.50	144,014,188.65	2,077,105.15
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	174,264,366.89	176,194,258.66	1,929,891.77
Non-Current Liabilities			
Loan Liability - Non Current	(1,826,703.64)	(1,826,703.64)	0.00
Lease Liability - Non Current	0.00	(15,993.07)	(15,993.07)
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(77,174.30)	(77,174.30)	0.00
Total Non Current Liabilities	(1,903,877.94)	(1,919,871.01)	(15,993.07)
Net Assets	176,119,147.40	181,287,329.65	5,168,182.25

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
30 November 2024**

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Equity			
Accumulated Surplus	(48,670,597.47)	(53,838,779.72)	(5,168,182.25)
Reserves - Cash Backed	(1,893,962.99)	(1,893,962.99)	0.00
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(176,119,147.40)	(181,287,329.65)	(5,168,182.25)

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 30 November 2024						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	152,291.93				
	Plant	145,936.77				
	Emergency Services	31,290.37				
	Building	317,713.65				
	Recreation Ground	683,105.25				
	Cropping Committee	99,933.99				
	Infrastructure	61,714.38				
	Senior Housing	271,984.88				
	Avondale Mach Museum	65,712.90				
	ITC Renewal Reserve	64,278.87	1,893,962.99	6 mnths	5.08%	23/12/2024
4900423	Term Deposit Bendigo	250,000.00			3 mnths	20/12/2024
4843841	Term Deposit Bendigo	500,000.00			5 mnths	6/01/2025
4903597	Term Deposit Bendigo	1,000,000.00			4 mnths	24/01/2025
4843883	Term Deposit Bendigo	500,000.00			6 mnths	28/01/2025
4903596	Term Deposit Bendigo	314,966.55			5 mnths	24/02/2025
4903598	Term Deposit Bendigo	1,000,000.00			5 mnths	24/02/2025
4903601	Term Deposit Bendigo	1,000,000.00			6 mnths	24/03/2025
4961819	Term Deposit Bendigo	505,961.10			5 mnths	22/04/2025
4961826	Term Deposit Bendigo	505,961.10			5 mnths	22/04/2025
4939230	Term Deposit Bendigo	253,138.08			6 mnths	29/04/2025
4971654	Term Deposit Bendigo	508,593.15			6 mnths	29/05/2025
			6,338,619.98			
	Total		8,232,582.97			

11.2 Accounts Paid by Authority

Submission To:	Ordinary Council Meeting 14 December 2024
Report Date:	11 December 2024
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	November 2024 List of Reports

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of November 2024.

COMMENT

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

STATUTORY ENVIRONMENT

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

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

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

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

and

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

RISK IMPLICATIONS

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

November 2024:

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

Cheque vouchers

13 Nov 2024	1930-1930	(1)	\$	997.00	(authorised by CEO S Gollan and DCEO S Marshall)
22 Nov 2024	1931-1931	(1)	\$	51.44	(authorised by DCEO S Marshall and Cr D Davis)
Total of cheque vouchers for October 2024 incl				\$ 1,048.44	previously paid.

EFT vouchers

01 Nov 2024	EFT 10771-10812	(42)	\$	282,503.18	(authorised by DCEO S Marshall and Cr D Davis)
05 Nov 2024	EFT 10813-10821	(9)	\$	232,409.79	(authorised by DCEO S Marshall and Cr D Davis)
06 Nov 2024	EFT 1-38	(38)	\$	65,269.25	(authorised by DCEO S Marshall and Cr D Davis)
11 Nov 2024	EFT 10822-10824	(3)	\$	7,090.75	(authorised by CEO S Gollan and DCEO S Marshall)
13 Nov 2024	EFT 10825-10857	(33)	\$	964,585.15	(authorised by CEO S Gollan and DCEO S Marshall)
20 Nov 2024	EFT 1-37	(37)	\$	72,655.22	(authorised by CEO S Gollan and DCEO S Marshall)
22 Nov 2024	EFT 10858-10875	(18)	\$	86,640.80	(authorised by DCEO S Marshall and Cr D Davis)
26 Nov 2024	EFT 10877-10886	(10)	\$	31,073.98	(authorised by CEO S Gollan and DCEO S Marshall)
26 Nov 2024	EFT 10887-10887	(1)	\$	175.75	(authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for October 2024 incl				\$ 1,742,403.87	previously paid

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for October 2024 incl \$ **0.00** previously paid.

EFT vouchers

26 Nov 2024	EFT 10876-10876	(1)	\$	1,188.00	(authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for October 2024 incl				\$ 1,188.00	previously paid.

(3) Direct Debit Payments totalling \$ **81,205.08** previously paid.

(4) Credit Card Payments totalling \$ **1,706.43** previously paid.

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1930	13 Nov 2024	ACMA - Australian Communications & Marketing	Land Mobile Appart Lic Renewal Lic 252879/1 Bev North East Brigade	(997.00)	(997.00)
Cheque #	1931	22 Nov 2024	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Nov - Dec 24	(51.44)	(51.44)
EFT Pymt	EFT 10771	01 Nov 2024	AITs Specialists Pty Ltd	2024-09 Sep Fuel Tax Credits	(379.61)	
EFT Pymt	EFT 10772	01 Nov 2024	BOC Limited	Sep & Oct 2024 Cylinder Rental: Medical oxygen C size	(13.61)	
EFT Pymt	EFT 10773	01 Nov 2024	Beverley Bakehouse and Cafe	Catering: Council Meet & Firefighter Training: Catering 21 - 30 Oct 2024	(380.40)	
EFT Pymt	EFT 10774	01 Nov 2024	Beverley Community Resource Centre	Oct - Dec 2024 Qrtly Man fees & Sep 2024 Blarney	(16,269.97)	
EFT Pymt	EFT 10775	01 Nov 2024	Beverley Gas and Plumbing Services -	5 Short Street: Plumbing repairs	(953.82)	
EFT Pymt	EFT 10776	01 Nov 2024	Beverley Historical Society	2024/25 Annual Donation	(2,500.00)	
EFT Pymt	EFT 10777	01 Nov 2024	Beverley Supermarket & Liquor (IGA)	2024-09 Sep Purchases	(233.35)	
EFT Pymt	EFT 10778	01 Nov 2024	Bunnings Building Supplies P/L	Various bldgs: Hardware supplies	(316.44)	
EFT Pymt	EFT 10779	01 Nov 2024	CES - City Electric Supply	RG01 - Rec Ground Carpark & surrounds: Supplies	(533.67)	
EFT Pymt	EFT 10780	01 Nov 2024	CSSTech Group Pty Ltd	DCEO: Mobile screen protector	(44.55)	
EFT Pymt	EFT 10781	01 Nov 2024	Carpentry Link (Brendon Hall)	Relief Maintenance: 30 Sep - 24 Oct 2024 (120 hrs)	(6,000.00)	
EFT Pymt	EFT 10782	01 Nov 2024	Complete Wardrobe Supplies	LBN2501 - Hunt Rd Village Refurb: Doors	(951.00)	
EFT Pymt	EFT 10783	01 Nov 2024	Copyworld Toshiba	Blarney production: Saddleback staples	(363.00)	
EFT Pymt	EFT 10784	01 Nov 2024	Cr Denise Jo Ridgway	2024-10 Oct Travel claim	(193.62)	
EFT Pymt	EFT 10785	01 Nov 2024	Department of Planning Lands and Heri	2024-10 Oct: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 10786	01 Nov 2024	Dept of Fire & Emergency Services (DFESL	1st qrtly pymt, Ins claim: BE034 & ESL on bldgs	(184,173.14)	
EFT Pymt	EFT 10787	01 Nov 2024	E & MJ Rosher P/L	Various plant: Parts	(880.64)	
EFT Pymt	EFT 10788	01 Nov 2024	Focus Networks	Oct 2024 Computer support, Laptop for Mechanic, Depot network connection	(11,421.77)	
EFT Pymt	EFT 10789	01 Nov 2024	Grants Empire	Dev of Growing Regions Program (Rnd 2) grant application: 1 & 2 payments of :	(3,960.00)	
EFT Pymt	EFT 10790	01 Nov 2024	Himac Group Pty Ltd TA Himac Attach	BE021 (PLDR05):Parts	(394.17)	
EFT Pymt	EFT 10791	01 Nov 2024	ID Rent Pty Ltd	LBS2401 - Civic Centre Upgrade: Rotary hoe hire	(88.00)	
EFT Pymt	EFT 10792	01 Nov 2024	Jack Britland - Sole Trader	Various plant: Parts	(120.00)	
EFT Pymt	EFT 10793 - pymt cancelled	01 Nov 2024	Jason Signmakers	Tourism Signage: Roe Tourism - Pathways to Wave Rock	(3,065.55)	
EFT Pymt	EFT 10794	01 Nov 2024	McIntosh and Son WA	BE021 (PLDR05): Parts	(1,866.68)	
EFT Pymt	EFT 10795	01 Nov 2024	Michael Wilson	2024-11 Nov (Ed 481) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 10796	01 Nov 2024	Northam Motors Pty Ltd ta Northam Hyt	BE1 (PSDN18): 15,000km service	(489.00)	
EFT Pymt	EFT 10797	01 Nov 2024	Officeworks Ltd	Various: Office equipment	(182.62)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10798	01 Nov 2024	RJ Jas - All Mechanical and Electronics	Various Plant: Parts	(2,734.00)	
EFT Pymt	EFT 10799	01 Nov 2024	Services Australia (Child Support - D J	Payroll deductions	(696.52)	
EFT Pymt	EFT 10800	01 Nov 2024	Staff - Abigail Robinson	Reimbursement: Uniform	(112.46)	
EFT Pymt	EFT 10801	01 Nov 2024	Synergy	Power use - Caravan Park: 17 Sep - 16 Oct 24	(1,095.01)	
EFT Pymt	EFT 10802	01 Nov 2024	T J Depiazzi & Sons	Various bldgs: Mulch	(3,811.28)	
EFT Pymt	EFT 10803	01 Nov 2024	T-Bone Beverley	West Bev BFB training drills: Refreshments	(46.60)	
EFT Pymt	EFT 10804	01 Nov 2024	Team Global Express Pty Ltd (nee Toll	Freight charges: 06 Sep - 10 Oct 2024	(317.42)	
EFT Pymt	EFT 10805	01 Nov 2024	The Red Vault	Council Meet - 27 Aug 2024: Catering for 12	(330.00)	
EFT Pymt	EFT 10806	01 Nov 2024	Tudor House	Administration: Flags x 8	(1,778.00)	
EFT Pymt	EFT 10807	01 Nov 2024	Unique Strokes WA	Various bldgs: Painting of	(9,830.00)	
EFT Pymt	EFT 10808	01 Nov 2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 10 - 16 Oct 2024	(693.00)	
EFT Pymt	EFT 10809	01 Nov 2024	West Pest WA	Various bldgs: Pest spraying & termite treatment	(6,410.00)	
EFT Pymt	EFT 10810	01 Nov 2024	Western Australian Local Government / Cr Training (E-Learning Course): Understanding Financial Reports & Budgets - C		(385.00)	
EFT Pymt	EFT 10811	01 Nov 2024	Wheatbelt Arborist Service Professiona	Refuse Site Management fees: Jul - Sep 2024	(17,600.00)	
EFT Pymt	EFT 10812	01 Nov 2024	Zircodata Pty Ltd	2024-09 Sep: Storage of Archives 226 x A1 Storage Boxes (Std Ctn)	(249.71)	(282,503.18)
EFT Pymt	EFT 10813	05 Nov 2024	Afgri Equipment Australia Pty Ltd	Various plant: Parts & service	(3,880.56)	
EFT Pymt	EFT 10814	05 Nov 2024	Avon Trading Pty Ltd	Aug & Sep 2024 Hardware purchases	(5,072.00)	
EFT Pymt	EFT 10815	05 Nov 2024	Bunnings Building Supplies P/L	Various bldgs: Hardware supplies	(296.67)	
EFT Pymt	EFT 10816	05 Nov 2024	LGIS (LGISWA)	2024/25 Insurance: 2 of 2 instalments	(175,929.05)	
EFT Pymt	EFT 10817	05 Nov 2024	Landgate	Val Fees & 2 x title searches	(298.10)	
EFT Pymt	EFT 10818	05 Nov 2024	Readytech User Group WA Inc	2024/25 Membership subscription	(847.00)	
EFT Pymt	EFT 10819	05 Nov 2024	Redfish Technologies Pty Ltd	OF2501 - Moort Wabiny Park: CCTV Upgrade	(42,062.83)	
EFT Pymt	EFT 10820	05 Nov 2024	Repco - Division of GPC Asia Pacific Pt	Various plant: Parts	(1,226.18)	
EFT Pymt	EFT 10821	05 Nov 2024	Telstra Limited	2024-10 Oct Telephone accounts	(2,797.40)	(232,409.79)
EFT Pymt	EFT 10822	11 Nov 2024	Beverley Dome Roadhouse (BDR)	4,001 L Diesel @ \$1.6296/L GST incl	(6,520.03)	
EFT Pymt	EFT 10823	11 Nov 2024	Cr John Russell Maxwell	Reimbursement: Parking fees for Loc Gov Week 08 - 10 Oct 2024	(75.72)	
EFT Pymt	EFT 10824	11 Nov 2024	Staff - Simon Marshall	Reimbursement: Uniform allowance	(495.00)	(7,090.75)
EFT Pymt	EFT 10825	13 Nov 2024	AITs Specialists Pty Ltd	2024-10 Oct Fuel Tax Credits	(382.91)	
EFT Pymt	EFT 10826	13 Nov 2024	Australia Post	2024-10 Oct Postage	(525.35)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10827	13 Nov 2024	Avon Waste	4,150 Bin Collection MR 18 Oct 24 inc Recycling Bins & 8 x Recycling Collectio	(11,488.58)	
EFT Pymt	EFT 10828	13 Nov 2024	BSL - DMIRS Dept Mines, Industry Reg	2024-10 Oct 24 Collections x 4 (Lics 24/25: 12, 13, 14, 16)	(254.00)	
EFT Pymt	EFT 10829	13 Nov 2024	Beverley Bakehouse and Cafe	Workforce Planning Meet, 06 Oct 2024: Refreshments	(15.80)	
EFT Pymt	EFT 10830	13 Nov 2024	Beverley Community Resource Centre	Advertising banners for 18 (L4) Hunt Road Beverley	(20.00)	
EFT Pymt	EFT 10831	13 Nov 2024	Beverley Post News and Gifts (BPNG)	2024-10 Oct Newspaper Subscription & Stationery Purchases	(84.50)	
EFT Pymt	EFT 10832	13 Nov 2024	Beverley Redbacks Hockey Club Inc	Community Grant (Jul 2024): Power to Sports Equipment Shed	(1,000.00)	
EFT Pymt	EFT 10833	13 Nov 2024	Beverley Tyre Service - BTS	2024-10 Oct Tyre purchases	(540.00)	
EFT Pymt	EFT 10834	13 Nov 2024	CES - City Electric Supply	LBN2501 - Hunt Rd Refurb U3: Wall lights	(151.80)	
EFT Pymt	EFT 10835	13 Nov 2024	CTF - Construction Training Fund (BCI)	2024-10 Oct 24 Collections x 4 (Lics 24/25: 13, 16)	(183.50)	
EFT Pymt	EFT 10836	13 Nov 2024	Copyworld Toshiba	2024-10 Oct 24 Copy fees & toner freight	(423.96)	
EFT Pymt	EFT 10837	13 Nov 2024	Department of Planning Lands and Heri	2024-11 Nov: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 10838	13 Nov 2024	Focus Networks	Annual IT System Vulnerability Scan	(1,424.50)	
EFT Pymt	EFT 10839	13 Nov 2024	Garrards P/L	Mosquito Control: Chemical purchase	(1,289.73)	
EFT Pymt	EFT 10840	13 Nov 2024	HC Construction Services Pty Ltd	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 03 - Oct 2024	(107,734.00)	
EFT Pymt	EFT 10841	13 Nov 2024	Hutton and Northey Sales	Various plant: Parts	(484.03)	
EFT Pymt	EFT 10842 - pymt reissued	13 Nov 2024	Jason Signmakers	Tourism Signage: Roe Tourism - Pathways to Wave Rock	(3,065.55)	
EFT Pymt	EFT 10843	13 Nov 2024	Kleen West Distributors	Various bldgs: Cleaning products	(1,862.80)	
EFT Pymt	EFT 10844	13 Nov 2024	Kleenheat Gas	Onsite Cabins 24/25 Cylinder Rental 2 x 190kg cylinders & Rec Grnd: Refill	(1,125.89)	
EFT Pymt	EFT 10845	13 Nov 2024	Landgate	Val Fees & 1 x title search	(267.50)	
EFT Pymt	EFT 10846	13 Nov 2024	MC Civil Contractors (MCC) Down Soul	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 03	(797,333.90)	
EFT Pymt	EFT 10847	13 Nov 2024	Node One Pty Ltd	2024-11 Nov NBN Fixed wireless Business FW Plus 75/10 mbps unlimited - shir	(89.00)	
EFT Pymt	EFT 10848	13 Nov 2024	Onsite Repairs	Various plant: Tyres & Repairs	(3,166.84)	
EFT Pymt	EFT 10849	13 Nov 2024	Reap What You Sow	2024-10 Oct Gym Inductions x 7	(225.00)	
EFT Pymt	EFT 10850	13 Nov 2024	Resonline Pty Ltd	2024-10 Oct Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 10851	13 Nov 2024	Shire of Quairading	Traffic Management Training (1-3 Oct 2024) x 4 Shire staff attending	(3,388.76)	
EFT Pymt	EFT 10852	13 Nov 2024	Team Global Express Pty Ltd (nee Toll	Freight charges: 26 Jul - 25 Oct 2024	(290.35)	
EFT Pymt	EFT 10853	13 Nov 2024	Unique Strokes WA	Lesser Hall: Prep & paint exterior court yard	(2,620.00)	
EFT Pymt	EFT 10854	13 Nov 2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 23 - 30 Oct 2024	(808.50)	
EFT Pymt	EFT 10855	13 Nov 2024	Workhouse Advertising Pty Ltd	2023/2024 Annual Report: Preparation of	(1,980.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10856	13 Nov 2024	Xav Group Pty Ltd ta Contract Aquatic	(24/25 Management Fee - Nov 2024 (1 of 5) & chemical purchases	(20,914.20)	
EFT Pymt	EFT 10857	13 Nov 2024	York Laundromat	11 Oct - 01 Nov 2024 Onsite Cabins Laundry fees	(812.63)	(964,585.15)
EFT Pymt	EFT 10858	22 Nov 2024	AMD Chartered Accountants	2023/24 LRCI Phase 4 Annual Report/Acquittal Audit	(4,488.00)	
EFT Pymt	EFT 10859	22 Nov 2024	Afgri Equipment Australia Pty Ltd	BE036 (PLDR03): Repairs	(10,434.63)	
EFT Pymt	EFT 10860	22 Nov 2024	AusQ Training	Traffic Management Plans	(2,275.90)	
EFT Pymt	EFT 10861	22 Nov 2024	Avon Trading Pty Ltd	Oct 2024 Hardware purchases	(2,507.98)	
EFT Pymt	EFT 10862	22 Nov 2024	Avon Waste	2,075 Bin Collection FE 25 Oct, 01 Nov 24 inc Recycling Bins & 4 x Recycling C	(4,683.55)	
EFT Pymt	EFT 10863	22 Nov 2024	Beverley Electrical Services - BES	LBN2501 - Hunt Rd Village Refurb (Unit 3): Electrical works	(1,784.57)	
EFT Pymt	EFT 10864	22 Nov 2024	Beverley Supermarket & Liquor (IGA)	2024-10 Oct purchases	(1,931.53)	
EFT Pymt	EFT 10865	22 Nov 2024	Focus Networks	2024/25 VMWare License Renewal & Office 365 Security Baseline update	(1,713.80)	
EFT Pymt	EFT 10866	22 Nov 2024	Herseys Safety Pty Ltd	Various: Supplies	(1,603.85)	
EFT Pymt	EFT 10867	22 Nov 2024	Himac Group Pty Ltd TA Himac Attach	BE021(PLDR05): Parts	(520.74)	
EFT Pymt	EFT 10868	22 Nov 2024	Office of the Auditor General - OAG	Audit fees for year ended 30 Jun 2024	(38,720.00)	
EFT Pymt	EFT 10869	22 Nov 2024	Officeworks Ltd	Civic Centre: Stationery supplies	(364.35)	
EFT Pymt	EFT 10870	22 Nov 2024	Services Australia (Child Support - D J	Payroll deductions	(696.52)	
EFT Pymt	EFT 10871	22 Nov 2024	Synergy	Street Lights: 25 Sep - 24 Oct 24	(2,545.87)	
EFT Pymt	EFT 10872	22 Nov 2024	Unique Strokes WA	Various bldgs: Painting of	(10,560.00)	
EFT Pymt	EFT 10873	22 Nov 2024	WA Hino	BE012 (PTRK06): Parts	(728.95)	
EFT Pymt	EFT 10874	22 Nov 2024	York Laundromat	16 Apr - 15 Nov 2024 Onsite Cabins Laundry fees	(1,022.29)	
EFT Pymt	EFT 10875	22 Nov 2024	Zircodata Pty Ltd	2024-10 Oct: Storage of Archives 226 x A1 Storage Boxes (Std Ctn)	(58.27)	(86,640.80)
EFT Pymt	EFT 10877	26 Nov 2024	Avon Valley Windscreens	BE015 (PUTE02): Windscreen replacement	(425.70)	
EFT Pymt	EFT 10878	26 Nov 2024	Avon Waste	2,078 Bin Collection FE 08, 15 Nov 24 inc Recycling Bins & 4 x Recycling Colle	(5,696.97)	
EFT Pymt	EFT 10879	26 Nov 2024	Beverley Dome Roadhouse (BDR)	3,997 L Diesel @ \$1.6495/L GST incl	(6,593.05)	
EFT Pymt	EFT 10880	26 Nov 2024	Beverley Gas and Plumbing Services -	6 Barnsley St: Plumbing works	(505.51)	
EFT Pymt	EFT 10881	26 Nov 2024	Dawsons Concrete and Reinforcing	LBN2501 Hunt Rd Refurb - Unit 3: Concreting backyard	(1,738.00)	
EFT Pymt	EFT 10882	26 Nov 2024	Fulton Hogan Industries Pty Ltd	Rural Rds: Ezstreet cold asphalt	(1,795.20)	
EFT Pymt	EFT 10883	26 Nov 2024	Playmaster Pty Ltd	Rec Ground - Playground: Replacement equipment	(927.30)	
EFT Pymt	EFT 10884	26 Nov 2024	S J Field Service	BE026 (PROL04): Repairs	(3,145.00)	
EFT Pymt	EFT 10885	26 Nov 2024	Synergy	2024-11 Nov Power accounts	(8,803.50)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10886	26 Nov 2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 05 20 Nov 2024	(1,443.75)	(31,073.98)
EFT Pymt	EFT 10887	26 Nov 2024	Bunnings Building Supplies P/L	LBN2501 - Hunt Rd Refurb: Materials	(175.75)	(175.75)
Direct Debit	DD 4800.01	05 Nov 2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4800.02	05 Nov 2024	National Mutual Retirement Fund	Superannuation contributions	(187.80)	
Direct Debit	DD 4800.03	05 Nov 2024	Macquarie Superannuation Plan	Superannuation contributions	(81.07)	
Direct Debit	DD 4800.04	05 Nov 2024	Australian Super	Superannuation contributions	(1,633.71)	
Direct Debit	DD 4800.05	05 Nov 2024	Aware Super Pty Ltd	Superannuation contributions	(7,543.28)	
Direct Debit	DD 4800.06	05 Nov 2024	Australian Retirement Trust (Super func	Superannuation contributions	(288.37)	
Direct Debit	DD 4800.07	05 Nov 2024	MLC MasterKey Personal Super	Superannuation contributions	(171.10)	
Direct Debit	DD 4800.08	05 Nov 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(611.01)	
Direct Debit	DD 4800.09	05 Nov 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(372.78)	
Direct Debit	DD 4800.10	05 Nov 2024	AMP Lifetime Super	Superannuation contributions	(214.46)	
Direct Debit	DD 4800.11	05 Nov 2024	UniSuper	Superannuation contributions	(289.04)	
Direct Debit	DD 4813.01	19 Nov 2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	(12,593.27)
Direct Debit	DD 4813.02	19 Nov 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(553.53)	
Direct Debit	DD 4813.03	19 Nov 2024	Macquarie Superannuation Plan	Superannuation contributions	(324.30)	
Direct Debit	DD 4813.04	19 Nov 2024	Australian Super	Superannuation contributions	(1,680.32)	
Direct Debit	DD 4813.05	19 Nov 2024	Aware Super Pty Ltd	Superannuation contributions	(7,484.46)	
Direct Debit	DD 4813.06	19 Nov 2024	Australian Retirement Trust (Super func	Superannuation contributions	(326.30)	
Direct Debit	DD 4813.07	19 Nov 2024	MLC MasterKey Personal Super	Superannuation contributions	(155.78)	
Direct Debit	DD 4813.08	19 Nov 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(386.88)	
Direct Debit	DD 4813.09	19 Nov 2024	AMP Lifetime Super	Superannuation contributions	(204.08)	
Direct Debit	DD 4813.10	19 Nov 2024	UniSuper	Superannuation contributions	(1,482.62)	
Direct Debit	DD 4813.11	19 Nov 2024	National Mutual Retirement Fund	Superannuation contributions	(124.76)	(13,923.68)
Direct Debit	111	01 Nov 2024	1 - Bank Charges	Bank Charges - Staff assisted txn	(2.50)	(2.50)
Direct Debit	111	04 Nov 2024	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(350.34)	(350.34)
Direct Debit	111	04 Nov 2024	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(20.67)	(20.67)
Direct Debit	111	07 Nov 2024	12 - ANZ - BPAY	ANZ - BPAY	(89.93)	(89.93)
Direct Debit	111	07 Nov 2024	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	111	07 Nov 2024	8 - ANZ Transactive	ANZ Transactive	(77.00)	(77.00)
Direct Debit	111	15 Nov 2024	1 - Bank Charges	Bank Charges - Account servicing fee	(22.00)	(22.00)
Direct Debit	111	15 Nov 2024	10 - Tyro EFTPO Fees	Tyro EFTPOS Fees	(0.01)	(0.01)
Direct Debit	111	01 Nov 2024	3 - Payment for DoT	Payment for DoT	(4,984.50)	
Direct Debit	111	04 Nov 2024	3 - Payment for DoT	Payment for DoT	(1,646.50)	
Direct Debit	111	05 Nov 2024	3 - Payment for DoT	Payment for DoT	(460.45)	
Direct Debit	111	07 Nov 2024	3 - Payment for DoT	Payment for DoT	(1,782.10)	
Direct Debit	111	07 Nov 2024	3 - Payment for DoT	Payment for DoT	(413.65)	
Direct Debit	111	08 Nov 2024	3 - Payment for DoT	Payment for DoT	(3,878.40)	
Direct Debit	111	11 Nov 2024	3 - Payment for DoT	Payment for DoT	(1,585.85)	
Direct Debit	111	12 Nov 2024	3 - Payment for DoT	Payment for DoT	(2,231.40)	
Direct Debit	111	13 Nov 2024	3 - Payment for DoT	Payment for DoT	(9,898.35)	
Direct Debit	111	14 Nov 2024	3 - Payment for DoT	Payment for DoT	(876.65)	
Direct Debit	111	15 Nov 2024	3 - Payment for DoT	Payment for DoT	(2,645.70)	
Direct Debit	111	18 Nov 2024	3 - Payment for DoT	Payment for DoT	(1,077.60)	
Direct Debit	111	19 Nov 2024	3 - Payment for DoT	Payment for DoT	(3,224.50)	
Direct Debit	111	21 Nov 2024	3 - Payment for DoT	Payment for DoT	(4,953.00)	
Direct Debit	111	22 Nov 2024	3 - Payment for DoT	Payment for DoT	(2,553.85)	
Direct Debit	111	25 Nov 2024	3 - Payment for DoT	Payment for DoT	(2,607.30)	
Direct Debit	111	27 Nov 2024	3 - Payment for DoT	Payment for DoT	(3,154.45)	
Direct Debit	111	28 Nov 2024	3 - Payment for DoT	Payment for DoT	(1,760.20)	
Direct Debit	111	29 Nov 2024	3 - Payment for DoT	Payment for DoT	(2,607.80)	(52,342.25)
Direct Debit	EFT 10888	25 Nov 2024	Credit Card - Shire of Beverley	2024-10 Oct Credit Card Purchases	(1,706.43)	(1,706.43)
PAYMENTS RAISED IN CURRENT MONTH					(1,686,732.92)	(1,686,732.92)

WAGES & SALARIES

EFT Pymt	06 Nov 2024	Wages & Salaries	FE - 05 Nov 2024	(65,269.25)	
EFT Pymt	20 Nov 2024	Wages & Salaries	FE - 19 Nov 2024	(72,655.22)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
Cheque #	1929	31 Oct 2024	Water Corporation	2024-10 Oct Water accounts	(11,200.63)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(11,200.63)	(11,200.63)
OTHER AMENDMENTS/GENERAL JOURNALS						
OTHER AMENDMENTS/GENERAL JOURNALS					0.00	0.00
INVESTMENTS					0.00	
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					(1,835,858.02)	(1,835,858.02)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS		AMT PAID	TOTALS
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					1st pymt: 15 Oct 2024	2nd pymt: 25 Nov 2024	Entry on CC #
CEO - STEPHEN GOLLAN							
Credit card	1264560.01	27 Sep 2024	HVG Building P/L	Hunt Rd Village Refurb - Supplies of laminate sheets	431.67		431.67
Credit card	RRN000003458002	03 Oct 2024	Kmart Northam	Cutlery for the Civic Centre 6 x 16 pce set @ \$5 inc	30.00		30.00
Credit card	A9FB5A2469DEE9C1	03 Oct 2024	Woolworths Northam	Retirement gift (gift card) for Trevor Speedy	357.95		357.95
Credit card	177318	08 Oct 2024	Planning Institute Aust	Awards for Planning Excellence, 08 Nov 2024 x 3: Pres, DCEO & Plann	825.00		825.00
Credit card	291984	09 Oct 2024	Heritage Wine Bar	Loc Gov Week 8 -10 Oct 2024: Dinner for x 5: CEO, Pres, DPres, 2 x C	423.88		423.88
Credit card	RRN 02028092	11 Oct 2024	Liberty Cafe & Bar	Loc Gov Week 8-10 Oct 2024: Refreshments for CEO S Gollan & Pres	22.50		22.50
Credit card	1442545	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for CEO S Gollan	471.30		471.30
Credit card	1442546	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for CEO S Gollan	932.03		932.03
Credit card	1442454	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for Cr C Lawlor	886.64		886.64
Credit card	1442440	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for Cr J Maxwell	1,001.40		1,001.40
Credit card	1442667	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for DPres D Ridgway	867.78		867.78
Credit card	1442437	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for Pres D White	557.49		557.49
Credit card	1442439	11 Oct 2024	Parmelia Hilton	Loc Gov Week 8-10 Oct 2024: Accommm for Pres D White	931.01		931.01
Credit card	224183	21 Oct 2024	The Goods	Civic Centre - Vacuum cleaner		448.47	448.47
Credit card	6386533511006927681	24 Oct 2024	Microsoft Store	Office suite Pro for Avondale Machinery Museum laptop		379.00	379.00
DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)							
Credit card	EBAY160924-CR	17 Oct 2024	Ebay Marketplaces GmbH - Seller 138holde	Refund of Supplies: Wheel cylinder kit x 2 to suit Holden FX FJ		(75.95)	(75.95)
Credit card	1147326	18 Oct 2024	Powercrank Batteries	Supplies: D12 deep cycle 6 volt batteries		160.00	160.00
Credit card	3357620001922995	18 Oct 2024	Officeworks Jandakot	Supplies: File box with tags clear 30L		107.50	107.50
MOW - STEPHEN VINCENT							
Credit card	C101058	01 Oct 2024	Stratagreen	Oval - Credit note issued as incorrectly charged for TerraCottem Turf	(198.00)		(198.00)
Credit card	168834	01 Oct 2024	Stratagreen	Oval - Soil conditioner TerraCottem Universal 2 x 20kg bags	1,518.00		1,518.00
Credit card	D0541936202	09 Oct 2024	The Good Guys Midland	Hunt Rd Village refurb (unit 3): Upright electric cooker 54cm	629.00		629.00
Credit card	5544	24 Oct 2024	Bev Dome Fuel & Hire	400L ULP @ \$1.7185/L (includes discount)	0.00	687.41	687.41
					9,687.65	1,706.43	11,394.08
Part payment made on 17 Oct 2024						9,687.65	
2nd Interim & final payment for October 2024 transactions presented on 25 November 2024 (EFT 10888) Shire of Beverley Municipal Bank account						1,706.43	
						11,394.08	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - NOVEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<i>TRUST ACCOUNT DETAILS</i>						
<i>PAYMENTS RAISED IN CURRENT MONTH</i>						
<i>EFT Pymt</i>	<i>EFT 10876</i>	<i>26 Nov 2024</i>	<i>Farmanco Management Consultants Pt</i>	<i>Refund of Cornerstone Office 3 Tenancy Bond (Rec 18384)</i>	<i>(1,188.00)</i>	
<i>PAYMENTS RAISED IN CURRENT MONTH</i>					<i>(1,188.00)</i>	<i>(1,188.00)</i>
<i>PAYMENTS UNPRESENTED IN CURRENT BANK #</i>						
<i>PAYMENTS UNPRESENTED IN CURRENT BANK #</i>					<i>0.00</i>	<i>0.00</i>
<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>						
<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>					<i>0.00</i>	<i>0.00</i>
<i>OTHER AMENDMENTS / GENERAL JOURNALS</i>						
<i>OTHER AMENDMENTS / GENERAL JOURNALS</i>					<i>0.00</i>	<i>0.00</i>
<i>TOTAL EXPENDITURE for TRUST ACCOUNT</i>					<i>(1,188.00)</i>	
TOTAL EXPENDITURE as reconciled to the NOVEMBER 2024 BANK STATEMENTS						
Municipal Account Expenditure					<i>(1,835,858.02)</i>	
Trust Account Expenditure					<i>(1,188.00)</i>	
TOTAL EXPENDITURE for NOVEMBER 2024					<i>(1,837,046.02)</i>	

12. ADMINISTRATION

12.1 Regulation 17 Review

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	29 November 2024
Applicant:	N/A
File Reference:	ADM 0163
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2024 Risk Profile Summary

SUMMARY

Council to consider receiving the Risk Management Regulation 17 Review.

BACKGROUND

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

COMMENT

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

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

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

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

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

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

STATUTORY ENVIRONMENT

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

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

RISK IMPLICATIONS

Failure to review the appropriateness and effectiveness of a local government's systems and procedures would result in non-compliance *Local Government (Audit) Amendment Regulations 2013*. Approval of this item will mitigate the consequence.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
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.

POLICY IMPLICATIONS

2.3 Risk Management

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the 2024 Regulation 17 review conducted by the Chief Executive Officer be received.

Shire of Beverley Risk Dashboard Report December 2024

Executive Summary

Being the Shire's third report under the introduced risk management framework, focus is on embedding and driving continual improvement. Future reports will continue to provide relevant insight and recommendations to assist governance activities for the Senior Management Team. It is supported by the attached documents that were produced through a workshop on the 25th November 2024.

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

Recommendations

Embedding

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

Risk Profiles

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

<u>Misconduct</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Carry out new employee Induction process	On Going	HR	
Follow up Performance Review process	On Going	CEO/MOW/DCEO	
Councillor training	On Going	CEO/Council	

<u>Business & community disruption</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Recovery Plans	Jun-25	CESM	
Seek Mitigation Works Funding and coordinate works	Jun-25	CESM	
Ensure volunteers and staff are trained in line with WHS legislation requirements	On Going	CESM	

<u>Inadequate environmental management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review of Landfill Remaining Life	Jun-25	EHO/MOW	
Long Term Landfill Plan	Jun-25	EHO/MOW	

<u>Errors, omissions & delays</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review and expand documented procedures for main activities	On Going	DCEO	

<u>External theft & fraud (inc. Cyber Crime)</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Raise awareness of IT Security (eg. Opening emails)	On Going	DCEO	
Review Depot Security	On Going	MOW	
Review IT Security	On Going	DCEO	
Review Admin Office Security	On Going	DCEO	
Install CCTV in Depot/Admin Car Park.	Jun-25	MOW	

<u>Failure of IT &/or communication systems and infrastructure</u>		Risk	Control
		High	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review IT Disaster Recovery Plan and test data recovery	Jun-25	DCEO	
Test Generator Backup	Jun-25	DCEO	
Conduct Vulnerability Scan and fix where required	Jun-25	DCEO	
Review ITC Operating Expenses	On Going	DCEO	

<u>Failure to fulfil statutory, regulatory or compliance requirements</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Corporate Business Plan and Long Term Financial Plan.	Jun-25	CEO	
Investigate Internal Audit function	Jun-25	CEO	

<u>Inadequate safety and security practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Prepare required training register and training plans	On Going	HR/OHS	
Implement Quarterly Workplace Safety Inspections	On Going	OHS	
Maintain Contractor Inductions	On Going	OHS	
Conduct evacuation roleplay	Jun-25	DCEO	

<u>Providing inaccurate advice / information</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement a 'performance review' process for Executive Staff	Jun-25	CEO	
Monitor complaint register	On Going	DCEO	

<u>Ineffective employment practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement Performance Review Process	Jun-25	CEO	
Review Workforce Plan (Risks & Action Plans) for inclusion where relevant	Dec-24	CEO	
Monthly Staff Meetings - Outside Workforce	On Going	MOW	

<u>Inadequate document management processes</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Explore implementation of Electronic Document Records Management System (EDRMS)	Jun-25	RO	
Include shift to EDRMS in LTTP	Jun-25	DCEO	
Review and update RKP	Jun-25	RO	

<u>Inadequate project / change management</u>		Risk	Control
		High	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct fortnightly project management meetings (or more often as appropriate)	On Going	CEO	
Monitor volume of projects to ensure available resources are not stretched	On Going	CEO	
Comply with funding requirements where applicable	On Going	DCEO	

<u>Inadequate engagement practices</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Social Media Policies, Procedures & Feedback	On Going	Tourism	

<u>Inadequate supplier / contract management</u>		Risk	Control
		Moderate	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Explore implementing Contract Review process at large project (\$1M+) close out	On Going	DCEO	

<u>Inadequate asset sustainability practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Asset Management Plans	Jun-25	DCEO	
Review Residential Housing Policy	Jun-25	DCEO	
Develop Bridge Maintenance Program	Jun-25	MOW	
Deliver Footpath Replacement Program	On Going	MOW	

<u>Ineffective management of facilities / venues / events</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Beverley Air Show Feasibility and Risk management plans.	Jun-25	MPDS	

12.2 Use of the Common Seal

Submission To:	Ordinary Council Meeting 18 December 2024
Report Date:	6 December 2024
Applicant:	Administration
File Reference:	ADM 0265
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Reported as occurs
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to endorse the use of the Common Seal.

BACKGROUND

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

COMMENT

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

1. Licence Agreement, Office 1, Cornerstone Community Centre between Shire of Beverley and Kelly Mann.

STATUTORY ENVIRONMENT

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

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

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

CONSULTATION

Not required

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.1 Community and customer focus

4.2 Continuous organisational improvement

POLICY IMPLICATIONS

Delegation EO-D010

RISK IMPLICATIONS

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

- Licence Agreement, Office 1, Cornerstone Community Centre between Shire of Beverley and Kelly Mann.

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil

14. NEW BUSINESS ARISING BY ORDER OF THE MEETING

New Business of an urgent matter only arising by order of the meeting.

15. CLOSURE

The Chairman to declare the meeting closed.