



26 February 2025

**ORDINARY COUNCIL MEETING
MINUTES**

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1. OPENING

The Presiding Member declared the meeting open at 3:04pm.

The meeting opened late whilst staff looked for a member of the public who had registered their attendance and question. The person could not be found but their question was addressed during public question time.

The meeting was held in Council Chambers, 132 Vincent Street.

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.

This meeting was digitally recorded. All reasonable care was taken to maintain visitors privacy. By staying in the meeting, it is assumed consent was given to being recorded. No visual recording is permitted.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members in Attendance

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

2.2 Staff in Attendance

Mr SK Marshall	Acting Chief Executive Officer
Mr BS de Beer	Manager of Planning and Development Services
Mrs A Lewis	Executive Assistant

2.3 Observers and Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SP Gollan	Chief Executive Officer
Mr SP Vincent	Manager of Works

2.5 Applications for Leave of Absence

Cr Sattler applied for Leave of Absence for the August 2025 Ordinary Council Meeting to compete in the Outback Air Race.

M1/0225

Moved Cr Lawlor

Seconded Cr Ridgway

That Council approve leave of absence to Cr Sattler for the 27 August 2025 Ordinary Council Meeting.

CARRIED 8/0

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

3. DECLARATIONS OF INTEREST

3.1 Cr Martin

Cr Martin declared an interest of impartiality for Agenda Item 11.7: Start Up Contribution Request – Beverley River Care Group, as her husband is part of the steering committee. As an interest of impartiality Cr Martin is not required to leave the meeting.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Summary of Public Question Time *(not printed verbatim)*

5.1 Alison Stephens*

Question 1: Can we improve signage so tourists know what is open?

Response by Shire President: Whilst we have some sympathy with that, essentially, we cannot as it is up to private enterprise to update their signs. We note that businesses should remove their road side signs when not open.

* Note – Ms Stephens was not present as she was unable to be located at the commencement of the meeting. Her submitted question was still considered.

6. CONDOLENCES

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

HUTCHINS	Michael Charles	29 January 2025
GREEN	Bob	30 January 2025

7. CONFIRMATION OF MINUTES

7.1 Minutes of The Ordinary Council Meeting Held 18 December 2024

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M2/0225

Moved Cr Davis

Seconded Cr Maxwell

That the Minutes of the Ordinary Council Meeting held Wednesday 18 December 2024 be confirmed.

CARRIED 8/0

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

7.2 Minutes of The Audit and Risk Committee Meeting Held 19 February 2025

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M3/0225

Moved Cr Ridgway

Seconded Cr Lawlor

That the Minutes of the Audit and Risk Committee Meeting held Wednesday 19 February 2025 be received.

CARRIED 8/0

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



19 FEBRUARY 2025

**AUDIT & RISK COMMITTEE
MEETING
HELD IN COUNCIL CHAMBERS
MINUTES**

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1. OPENING

The Chairperson declared the meeting open at 9:30am

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Committee Members in Attendance

Cr DC White	President & Chairperson
Cr DJ Ridgway	Deputy President
Cr CJ Lawlor	
Cr JR Maxwell	

2.2 Staff Members in Attendance

Mr SK Marshall	Acting Chief Executive Officer
Mrs A Lewis	Executive Assistant

2.3 Observers and Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SP Gollan	Chief Executive Officer
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3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Audit and Risk Committee Meeting 30 October 2024

OFFICER'S RECOMMENDATION & COMMITTEE RESOLUTION

MAR1/0225

Moved Cr Ridgway

Seconded Cr Maxwell

That the Minutes of the Audit and Risk Committee Meeting held Wednesday 30 October 2024 be confirmed.

CARRIED 4/0

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

5. OFFICER REPORTS

5.1 2024/25 Budget Review

Submission To:	Audit & Risk Committee Meeting 19 February 2025
Report Date:	28 January 2025
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2024/25 Budget Review Statement of Financial Activity; and 2024/25 Budget Review Detail

SUMMARY

The Audit and Risk Committee to examine the 2024/25 Budget Review and consider recommending to Council that it be received.

BACKGROUND

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

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

COMMENT

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

Any savings realised or over expenditure incurred as at 31 December 2024 has been included in forward projections.

The detailed Budget Review is attached under separate cover.

In summary, it is forecast that a budget surplus of \$196,404.00 may be realised as at 30 June 2025.

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

STATUTORY ENVIRONMENT

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

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete a Budget Review would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Approval of this item will mitigate the consequence

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.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COMMITTEE RESOLUTION

MAR2/0225

Moved Cr Lawlor

Seconded Cr Maxwell

That the Audit and Risk Committee recommend to Council that the 2024/25 Budget Review be adopted and forwarded to the Department of Local Government.

CARRIED 4/0

For: Cr White, Cr Ridgway, Cr Lawlor & Cr Maxwell

Against: Nil

**SHIRE OF BEVERLEY
BUDGET REVIEW
FOR THE YEAR ENDED 30TH JUNE 2025**

	2024/25 YTD* Actual \$	2024/25 Budget \$	2024/25 Forecast \$	Budget Variance \$	Budget Variance %	Comment
REVENUES						
Rates	3,415,382	3,410,624	3,427,686	17,062	0.50%	Rates discount expense expected to be lower than anticipated.
Grants, Subsidies and Contributions	319,750	593,892	564,588	(29,304)	-4.93%	LGGC General Grant revenue expected to be lower than anticipated.
Fees and Charges	677,502	1,124,912	1,216,278	91,366	8.12%	Storm damage gravel, water and dumping charges \$50,000, Planning application fees \$17,000, Refuse dumping charges \$10,000, Property rate enquiries \$7,000 expected to be greater than anticipated.
Interest Earnings	105,128	147,836	283,696	135,860	91.90%	Interest earned on cash investments expected to be higher than anticipated.
Other Revenue	146,446	373,770	374,496	726	0.19%	
Profit On Asset Disposal	6,415	5,050	-	(5,050)	-100.00%	
	4,670,622	5,656,084	5,866,744	210,660		
EXPENSES						
Employee Costs	(1,284,338)	(2,678,612)	(2,681,302)	(2,690)	0.10%	
Materials and Contracts	(982,323)	(2,430,226)	(2,329,456)	100,770	-4.15%	Contribution to Old Nurses Quarters land transfer \$36,000, Elected Member other expenses (legal fees etc) \$24,500, HR Review \$11,705, Library management software update \$10,019, Caravan Park maintenance items \$8,183, Executive conference fees \$5,000, Office furniture replacement \$4,000 expected to be lower than expected.
Utility Charges	(102,586)	(319,668)	(319,668)	-	0.00%	
Depreciation	(1,133,959)	(2,478,107)	(2,478,107)	-	0.00%	
Finance costs	(20,432)	(87,741)	(87,741)	-	0.00%	
Insurance	(333,619)	(326,297)	(331,768)	(5,471)	1.68%	
Other Expenditure	(58,531)	(88,581)	(76,481)	12,100	-13.66%	Elected member expenses including travel reimbursement and conference charges \$12,100 expected to be lower than expected.
Loss On Asset Disposal	(16,666)	(10,284)	(10,251)	33	-0.32%	
Loss on Revaluation of Non-Current Assets	-	-	-	-	0.00%	
	(3,932,454)	(8,419,516)	(8,314,774)	104,742		
Net Operating Result	738,168	(2,763,432)	(2,448,030)	315,402		
Adjustments for Cash Budget Requirements: Non-Cash Expenditure and Revenue						
Movements in Non-Current to Current Items	3,681	-	-	-	0.00%	
(Profit)/Loss on Asset Disposals	10,251	5,234	10,251	5,017	95.85%	
Loss on Revaluation of Non Current Assets	-	-	-	-	0.00%	
Depreciation on Assets	1,133,959	2,478,107	2,478,107	-	0.00%	
Capital Expenditure and Revenue						
Purchase Land Held for Resale	-	-	-	-	0.00%	
Purchase Land and Buildings	(135,600)	(6,415,000)	(3,616,362)	2,798,638	-43.63%	Housing development and Caravan Park Cabin expansion not to proceed this FY offset by no funding loans raised.
Purchase Plant and Equipment	(155,433)	(188,000)	(178,433)	9,567	-5.09%	
Purchase Furniture and Equipment	(70,702)	(78,000)	(70,702)	7,298	-9.36%	
Purchase Infrastructure Assets - Roads	(3,031,086)	(11,761,272)	(9,240,796)	2,520,476	-21.43%	Storm damage reconstruction expense likely lower than anticipated off set by lower storm damage funding.
Purchase Infrastructure Assets - Bridges	(250,399)	(12,116,077)	(3,442,404)	8,673,673	-71.59%	Bridge 3197 York Williams Rd funded directly from Federal and State sources \$7,930,673, Bridge 3195A Waterhatch Rd part funded directly by the State Government \$743,000.
Purchase Infrastructure Assets - Drainage	-	-	-	-	0.00%	
Purchase Infrastructure Assets - Footpaths	(2,009)	(50,000)	(50,000)	-	0.00%	
Purchase Infrastructure Assets - Parks	-	-	-	-	0.00%	
Capital Grants, Subsidies and Contributions	4,911,779	23,616,776	12,486,842	(11,129,934)	-47.13%	Lower capital grants expected to be received. See Road and Bridge expenditure variance descriptions above.
Proceeds from Disposal of Assets	72,830	77,880	72,830	(5,050)	-6.48%	
Lease Payments	(5,331)	(6,648)	(5,331)	1,317	-19.81%	
Repayment of Debentures	(73,509)	(148,300)	(148,300)	-	0.00%	
Proceeds from New Debentures	-	4,500,000	1,500,000	(3,000,000)	-66.67%	No loan funds raised for housing and Cabin expansion projects.
Self-Supporting Loan Principal Income	-	-	-	-	0.00%	
Transfers to Reserves (Restricted Assets)	(202,975)	(288,556)	(288,556)	-	0.00%	
Transfers from Reserves (Restricted Assets)	197,000	972,000	972,000	-	0.00%	
Surplus/(Deficit) July 1 B/Fwd	2,165,288	2,165,288	2,165,288	-	0.00%	
Estimated Surplus/(Deficit) June 30 C/Fwd	5,305,912	-	196,404	196,404		

* Balances as at 31 December 2024.

5.2 2024 Compliance Audit Return

Submission To:	Audit & Risk Committee Meeting 19 February 2025
Report Date:	28 January 2025
Applicant:	N/A
File Reference:	ADM 0237
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2024 Compliance Audit Return

SUMMARY

The Audit and Risk Committee to review the 2024 Compliance Audit Return and consider recommending to Council that it be adopted.

BACKGROUND

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

COMMENT

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

The CAR is reflective of the period 1 January 2024 – 31 December 2024.

STATUTORY ENVIRONMENT

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

14. Compliance audit return to be prepared

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

15. Completion of compliance audit

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

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

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

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete the Compliance Audit Return would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. 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

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COMMITTEE RESOLUTION

MAR3/0225

Moved Cr Ridgway

Seconded Cr Lawlor

That the Audit and Risk Committee recommends to Council that:

- 1. the Compliance Audit Return 2024 be adopted; and**
- 2. the Chief Executive Officer and Shire President be authorised to sign and submit the 2024 Compliance Audit Return to the Department of Local Government.**

CARRIED 4/0

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

COMPLIANCE AUDIT RETURN 2024

<u>Commercial Enterprises by Local Governments</u>				
No	Reference	Question	Response	Comments
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2024?	N/A	No major trading undertaken
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2024?	N/A	No major land transactions
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2024?	N/A	
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?	N/A	
5	s3.59(5)	During 2024, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	

<u>Delegation of Power/Duty</u>				
No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	N/A	Our Committees do not have any power.
2	s5.16 (2)	Were all delegations to committees in writing?	N/A	As above
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ?	N/A	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	
5	s5.18	Has council reviewed delegations to its committees in the 2023/2024 financial year?	YES	

6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ?	YES	
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	YES	
8	s5.42(2)	Were all delegations to the CEO in writing?	YES	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	YES	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	N/A	No amendments or revoking made.
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	YES	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2023/2024 financial year?	YES	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with <i>Local Government (Administration) Regulations 1996</i> , regulation 19?	YES	

Disclosure of Interest				
No	Reference	Question	Response	Comments
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	YES	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the <i>Local Government (Administration) Regulations 1996</i> regulation 21A, recorded in the minutes of the relevant council or committee meeting?	YES	
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made?	YES	
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	N/A	No new employees or councillors

5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?	YES	
6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	YES	
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ?	YES	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	YES	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person?	N/A	
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	YES	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the <i>Local Government (Administration) Regulations 1996</i> , regulation 28A?	YES	
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	YES	
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people?	YES	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	YES	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee,	YES	

		did that person disclose the nature and extent of that interest when giving the advice or report?		
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the <i>Local Government Act 1995</i> , recorded in the minutes of the council meeting at which the decision was considered?	N/A	
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?	YES	
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ?	NO	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	YES	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employee of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	YES YES	

Disposal of Property

No	Reference	Question	Response	Comments
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the <i>Local Government Act 1995</i> (unless section 3.58(5) applies)?	YES	

2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the <i>Local Government Act 1995</i> , did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?	YES	
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Elections				
No	Reference	Question	Response	Comments
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the <i>Local Government (Elections) Regulations 1997</i> ?	N/A	No elections held in 2024
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the <i>Local Government (Elections) Regulations 1997</i> ?	N/A	
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the <i>Local Government (Elections) Regulations 1997</i> ?	N/A	

Finance				
No	Reference	Question	Response	Comments
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the <i>Local Government Act 1995</i> ?	YES	

2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority?	N/A	No powers
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2024 received by the local government by 31 December 2024?	YES	
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	No matters requiring attention
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	No significant matters raised
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	N/A	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2024 received by the local government within 30 days of completion of the audit?	YES	

Integrated Planning and Reporting

No	Reference	Question	Response	Comments
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If yes, please provide the adoption date or the date of the most recent review in the Comments section?	YES	28 November 2023
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan?	YES	24 February 2014

		If yes, please provide the adoption date or the date of the most recent review in the Comments section?		
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of <i>Local Government (Administration) Regulations 1996</i> 19DA(2) & (3)?	NO	

Local Government Employees

No	Reference	Question	Response	Comments
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with <i>Local Government (Administration) Regulations 1996</i> , regulation 18A?	N/A	No CEO or senior positions were vacant.
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ?	N/A	
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	No dismissals
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	

Official Conduct

No	Reference	Question	Response	Comments
1	s5.120	Has the local government designated an employee to be its complaints officer?	YES	
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ?	YES	

3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ?	YES	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	YES	

Optional Questions				
No	Reference	Question	Response	Comments
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the <i>Local Government (Financial Management) Regulations 1996</i> regulations 5(2)(c) within the three financial years prior to 31 December 2024? If yes, please provide the date of council's resolution to accept the report.	YES	25 July 2023
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with <i>Local Government (Audit) Regulations 1996</i> regulation 17 within the three financial years prior to 31 December 2024? If yes, please provide date of council's resolution to accept the report.	YES	18 December 2024
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	N/A	
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	YES	
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ?	YES	

6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	YES	
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2024?	YES	
8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	YES	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	YES	

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the <i>Local Government (Functions and General) Regulations 1996</i> , regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	YES	
2	s3.57 F&G Reg 11	Subject to <i>Local Government (Functions and General) Regulations 1996</i> , regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	YES	
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the <i>Local Government Functions and General) Regulations 1996</i> , required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	YES	

4	F&G Reg 12	Did the local government comply with <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	YES	
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 15 and 16?	YES	
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	YES	
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	YES	
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	YES	
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	YES	
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulations 21 and 22?	N/A	No EOI's advertised
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation	N/A	

		23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?		
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with <i>Local Government (Functions and General) Regulations 1996, Regulation 24</i> ?	N/A	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with <i>Local Government (Functions & General) Regulations 1996</i> regulations 24AD(4) and 24AE?	NO	
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of <i>Local Government (Functions and General) Regulations 1996, Regulation 16</i> , as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of <i>Local Government (Functions and General) Regulations 1996, Regulation 24AG</i> ?	N/A	
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	

22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 24E and 24F?	N/A	
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Chief Executive Officer

Date

Mayor/President

Date

5.3 JLT Public Sector - Cyber Security Report

Submission To:	Audit & Risk Committee Meeting 19 February 2025
Report Date:	29 January 2025
Applicant:	N/A
File Reference:	ADM 0237
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	Top Cyber-Security Controls Review 2024 (under separate cover)

SUMMARY

The Audit and Risk Committee to examine the JLT Public Sector Top Cyber-Security Controls Review 2024 and consider recommending to Council that it be received.

BACKGROUND

JLT Public Sector have utilised the data collected through the annual Cyber questionnaire completed by Management to generate the report.

COMMENT

The attached document is a guide for Council to improve cybersecurity controls and enhance their cyber position in the future should they wish. Future budgeting may be required for the implementation of any identified changes.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Future Budgets

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

RISK IMPLICATIONS

Whilst the Local Government Sector in Australia has experienced an increase in the frequency of claims, severity levels of high-profile cyber incidents have not been experienced to date. This does not mean the Shire is immune from any sort of attack.

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.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COMMITTEE RESOLUTION

MAR4/0225

Moved Cr Maxwell

Seconded Cr Lawlor

That the Audit and Risk Committee recommends to Council that JLT Public Sector Top Cyber-Security Controls Review 2024 be received and consideration of the report be given in future budgeting workshops.

CARRIED 4/0

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

6. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil.

7. CLOSURE

The Chairman declared the meeting closed at 10:09am

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 – Outbuilding (Sea Container) – 35 (Lot 123) Great Southern Highway, Beverley

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	31 January 2025
Applicant:	Paul Higgins
File Reference:	GRE 1471
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Application Letter, Locality Map, Site Plan and Sea Container Dimensions

SUMMARY

An application has been received to use a Sea Container as an Outbuilding (Storage Shed) at 35 (Lot 123) Great Southern Highway. The application will be recommended for approval.

BACKGROUND

The subject site is located at 35 (Lot 123) Great Southern Highway, is 1.3 Ha in extent and zoned *Rural Residential 2* in terms of the *Shire of Beverley Local Planning Scheme No. 3* (LPS 3). It contains a newly constructed Single House and a Shire Approved Outbuilding.

The proposal is to use a 40ft Sea Container as an Outbuilding (Storage Shed) in extent 12.19 m x 2.44 m \approx 30 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 total area of all Outbuildings in this zone is 200 m² as per the Policy. The combined total area of the existing Outbuilding plus the Sea Container Outbuilding will be approx. 270 m².

The applicant provided justification for the proposal in the attached application letter.

COMMENT

When considering the proposed departure beyond the requirements of Council's Planning Policy on Outbuildings, Shire planner is of the opinion that the following aspects of the development should be taken into consideration:

The specific siting of the Sea Container Outbuilding on the property;

The visually mitigating effects of proposed and existing landscaping on the property;

The general character of the immediate area;

The size of the subject property.

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

position of the single house will effectively screen the development from the road so as to mitigate any perceived negative visual impact that the proposed development might have. It is considered that the proposed development will be in pace with the character of the area.

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

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 & COUNCIL RESOLUTION

M4/0225

Moved Cr Martin

Seconded Cr Sattler

That Council grant Planning Approval for a Sea Container Outbuilding (Storage Shed) at 35 (Lot 123), Great Southern Highway, 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 Sea Container 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, where applicable.

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.

CARRIED 8/0

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



Author:

Created: 13 September 2024 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au>

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Proposed equipment storage located at Lot 123 Great Southern Highway Beverley

We are applying for planning permission to utilise a 12metre x 2.5metre sea container to store equipment and personal items in a secure, vermin and weather proof area.

The container would be placed on blocks and painted the same colour to blend with the existing shed used to store 8 vintage and classic vehicles and a new tractor.

This container will only be used for personal use.

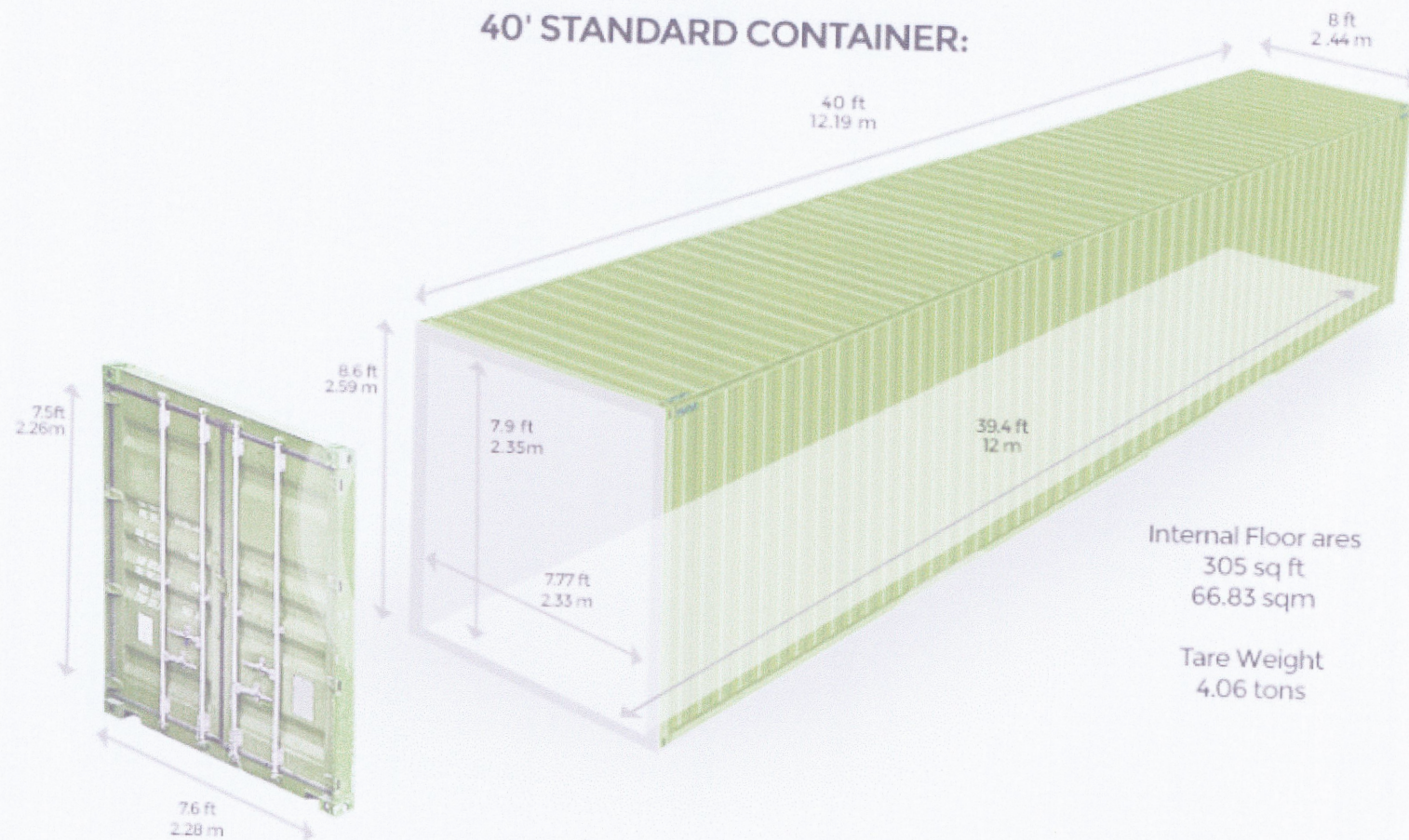
We are looking fowards to your favorable response and please do not hesitate to contact us for more information.

Yours sincerely

Paul and Karen Higgins

[Redacted signature line]

[Redacted signature line]





9.2 Road Dedication – Tip Road

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	5 February 2025
Applicant:	Shire of Beverley
File Reference:	WO NIC
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	27 May 2014 and 22 February 2022
Disclosure(s) Of Interest:	Nil
Attachments:	Deposited Plan 425587 and Letter to DPLH

SUMMARY

Council will be requested to formally resolve to indemnify the Minister for Lands against claims for compensation relating to the road dedication.

BACKGROUND

Council, at its meeting of 27 May 2014 resolved to proceed with the dedication of Tip Road as a Public Road. Due process was then commenced by the Shire pursuant to the requirements of the *Land Administration Act, 1997*, and the outcome of such was communicated to the DPLH with a request to formally commence Road Dedication. Survey instructions were issued and the attached Deposited Plan was subsequently drafted by Scanlan Surveys.

On request Shire Planner communicated to the *Department of Planning, Land and Heritage* (DPLH) that the Shire indemnifies the Minister for Lands - see attached letter dated 13 July 2015.

The DPLH has now requested a copy of Shire Planner's Delegation, which according to them, is insufficient for purposes of indemnifying the Minister, hence this request to Council.

COMMENT

Council is requested to formally resolve to indemnify the Minister for Lands in relation to the Road Dedication of Tip Road, as per the recommendation.

CONSULTATION

No consultation required.

STATUTORY ENVIRONMENT

Section 56(4) of the *Land Administration Act 1997*.

FINANCIAL IMPLICATIONS

The financial implications relative to this application are unknown.

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 & COUNCIL RESOLUTION

M5/0225

Moved Cr Lawlor

Seconded Cr Davis

That Council resolve to indemnify the Minister for Lands against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister for Lands in considering and granting the dedication of roads, as shown on DP425587, in accordance with Section 56(4) of the *Land Administration Act 1997*.

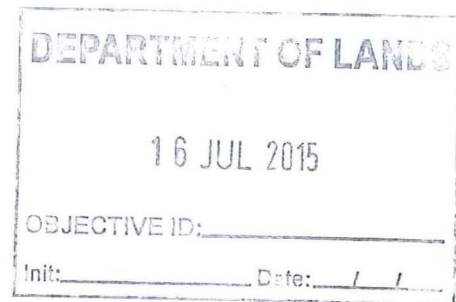
CARRIED 8/0

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



Our reference: WO NIC
Your reference: 00903-1984 Job No. 141368
Contact: Stefan de Beer
planner@beverley.wa.gov.au

The Assistant State Land Officer
State Lands Services
Department of Lands
PO Box 1143
WEST PERTH, WA 6872



Mr. Greg Martiensen,

PROPOSED DEDICATION AS PUBLIC ROAD – TIP ROAD, SHIRE OF BEVERLEY

I refer to your letter of 16 March 2015 in the above regard, the contents of which is duly noted.

As per standard protocol I can confirm that the Shire indemnifies the Minister of Lands against any claims for compensation and costs.

I can also confirm that the section of road to be dedicated are as shown on the attached plan in blue as communicated in my previous letter dated 23 June 2014 (the red notation indicating an existing access easement, to be surrendered), and that it is the intention to extend the road all through Reserve 30609 to also provide access to Reserve 5265 located to the south.

Consultation was had with service providers and the comments received are attached herewith. An advertisement has also been placed in the local newsletter and no objections were recorded against the proposal.

Furthermore it is the intention of the Council, as per the Council Resolution dated 27 May 2014, to re-describe an access easement to the benefit of lot 942 (Water Corporation), once the existing easement has been surrendered. I note on DP 61042 that access easements to the benefit of lot 942, over lot 550 & 552, have been described, and it would be preferable if these can be retained once the balance of the access easement as described on the attached plan has been surrendered.

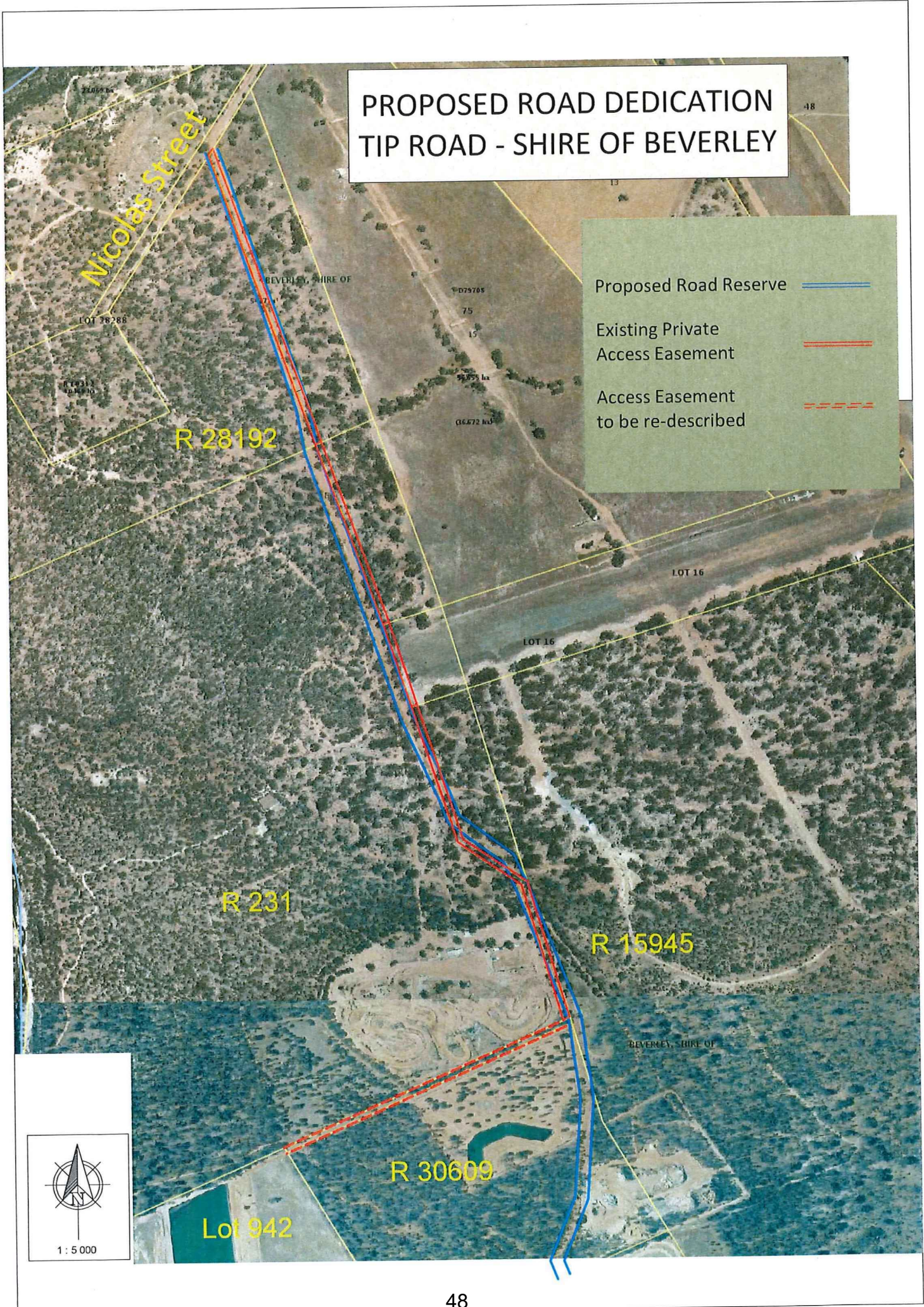
It should be noted that the only reason for the request for the surrender of the easement is that it seems to be only to the benefit of individuals whom no longer reside on the subject property (lot 942 - Water Corp property) and that it is deemed to be too narrow for the purpose of an access road and does not follow the physical alignment of the present road (refer to attached map). I attach a copy of the existing easement documentation for your reference.

Should you have any further queries in relation to the above matter, please do not hesitate to contact the Shire Planner, Stefan de Beer at planner@beverley.wa.gov.au.

Kind Regards

A handwritten signature in black ink, appearing to read 'S de Beer', with a long, sweeping horizontal line extending to the right.

STEFAN DE BEER
SHIRE PLANNER
13 July 2015





363 Wellington Street Perth WA 6000
GPO Box L921 Perth WA 6842
T: (08) 9326 4911 F: (08) 9326 4595
www.westernpower.com.au
Electricity Networks Corporation ABN 18 540 492 861

Our ref: 12898378
Contact: Tasha Adams

28/4/2015

Shire of Beverley
Chief Executive Officer
P.O Box 20
Beverley WA 6304



Dear Sir/ Madam

Proposed Road Closure of Tip Road, Shire of Beverley

Western Power does not have any objection at this time to the above proposal, however we would appreciate being kept informed of developments. As there are overhead powerlines and/or underground cables adjacent to or traversing the property the following should be considered, prior to any works commencing at the site above site/development/property or if any alignments, easements or clearances are encroached or breached.

Working in proximity to Western Power Distribution Lines

All work must comply with Worksafe Regulations 3.64 – Guidelines for work in the vicinity of overhead powerlines. If any work is to breach the minimum safe working distances a Request to Work in Vicinity of Powerlines form must be submitted.

For more information on the type and locations of assets please submit a Dial Before You Dig enquiry at www.1100.com.au.

For more information on this please visit the website links below

<http://www.westernpower.com.au/safety-working-near-electricity.html>

www.commerce.wa.gov.au/worksafe

If you require further information on our infrastructure in a digital format please complete the request for Spatial Data. For a copy of the form please email dqit@westernpower.com.au.

If you require relocation or removal of our infrastructure please complete the application for relocation or removal of Western Power assets (attached to this letter).

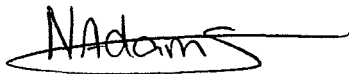
Please note that Western Power must be contacted on 13 10 87, or complete a Design and Access Offer Application form at <https://services.westernpower.com.au/online/econ/do/Dqa>, if the proposed works involve:

2/11/2015

- (a) Any changes to existing ground levels around poles and structures
- (b) Working under overhead powerlines and/or over underground cables.

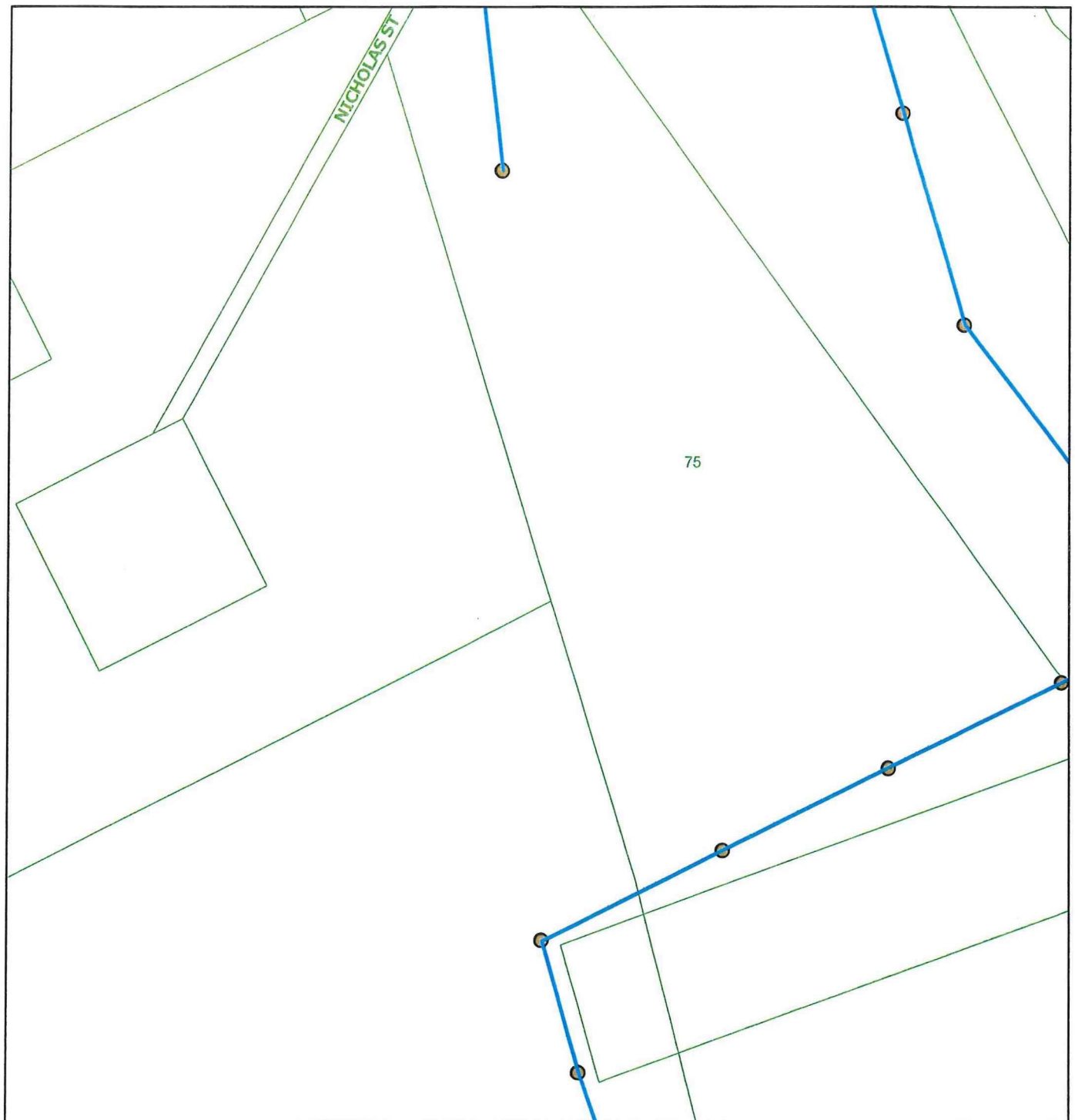
Western Power is obligated to point out that any change to the existing (power) system, if required, is the responsibility of the individual developer.

Kind Regards

A handwritten signature in black ink, appearing to read 'TAdams', with a horizontal line extending to the right.

Tasha Adams
Data Quality and Improvement Team

Proposed Road Closure



Legend

--- 66kV Cable *	Street Light Circuit OH
Transmission overhead	Street Light Pilot OH
▲ HV Cable Pole Termination	● Pole
High Voltage Cable	⊙ Pillar
Distribution HV Overhead	△ Transformer Site
▼ LV Cable Pole Termination	■ Ring Main Unit
Low Voltage Cable	□ Duct
Distribution LV Overhead	□ Design Boundary *
Street Light Circuit Cable	
Street Light Pilot Cable	

Scale 1:6,000

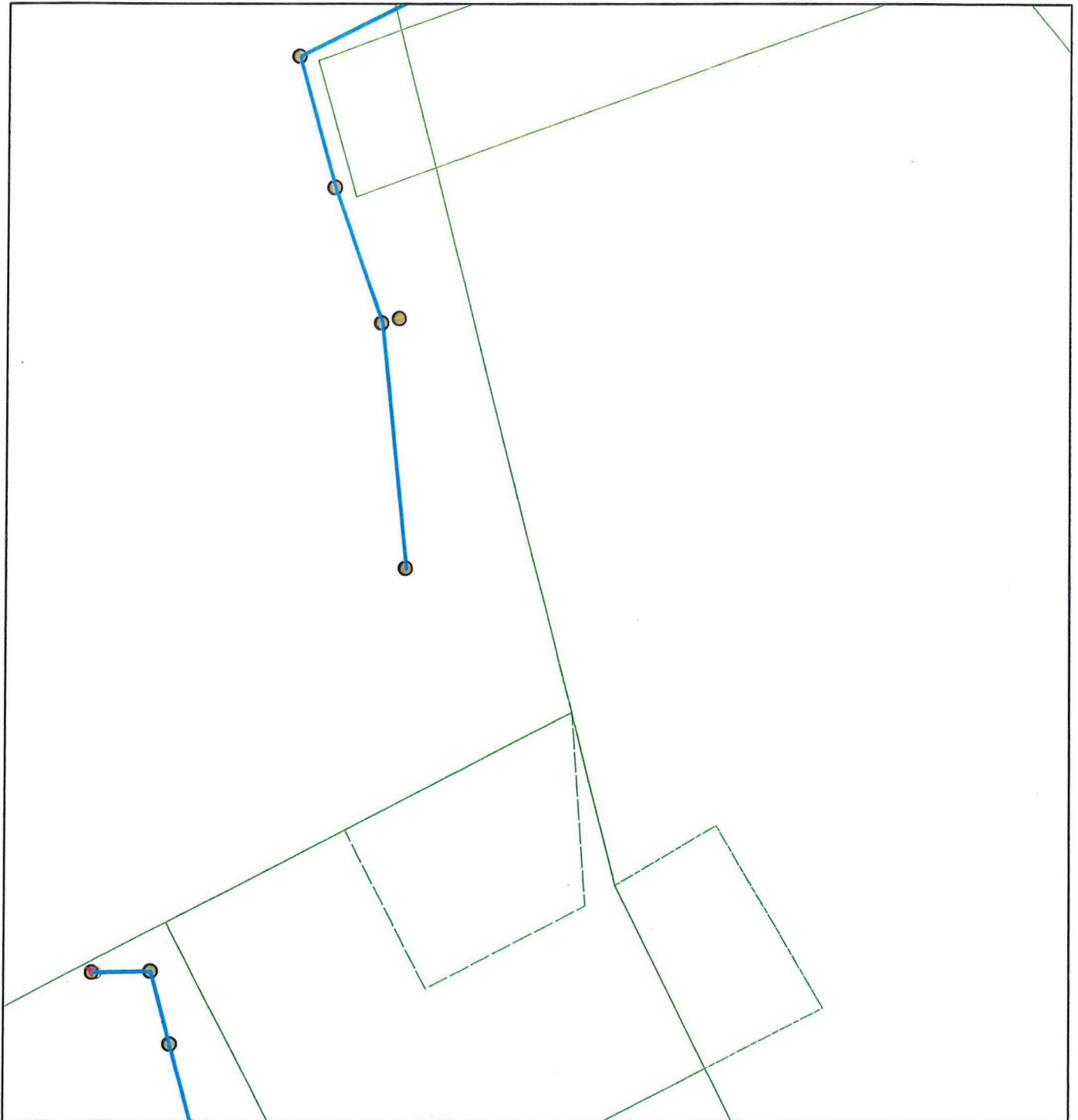
Privately owned cables NOT SHOWN
(including house services)

This map is INDICATIVE ONLY.
Hand exposure via pothole
method is MANDATORY.



Date: 28/04/2015

Proposed Road Closure



Legend

--- 66kV Cable *	--- Street Light Circuit OH
--- Transmission overhead	--- Street Light Pilot OH
▲ HV Cable Pole Termination	● Pole
--- High Voltage Cable	● Pillar
--- Distribution HV Overhead	△ Transformer Site
▼ LV Cable Pole Termination	■ Ring Main Unit
--- Low Voltage Cable	□ Duct
--- Distribution LV Overhead	■ Design Boundary *
--- Street Light Circuit Cable	
--- Street Light Pilot Cable	

Scale 1:6,000

Privately owned cables NOT SHOWN
(including house services)

This map is INDICATIVE ONLY.
Hand exposure via pothole
method is MANDATORY.



Date: 28/04/2015

watercorporation.com.au

Development
Services629 Newcastle Street
Leederville WA 6007PO Box 100
Leederville WA 6902T (08) 9420 2099
F (08) 9420 3193

Your Ref WO NIC
Our Ref JT1 2013 04685 V01
Enquiries Mark Willson
Direct Tel: 9923 4910



22 May 2015

Shire of Beverley
136 Vincent St
PO Box 20
Beverley WA 6304

Attention: Stefan de Beer

Dear Sir,

Proposed Road Dedication – Tip Road, Shire of Beverley

Thank you for the opportunity to provide comment regarding the above proposal and request to provide digital asconstructed information.

The Water Corporation has no objections in principle to the proposal however it is subject to the following advice;

General Comment

The area proposed for the creation of a road reserve includes a wastewater pressure main from the Bartram Street wastewater pump station to the treatment plant and a reuse main which is currently in the process of being made operational, to irrigate shire sites.

The proposed road reserve creation and road pavement seal alignment should consider the location of the wwps pressure main and reuse main so that they are on standard corridor alignment as per the utility providers code of practice.

In order for the two mains to be properly considered a detailed pick up of the mains should be completed to determine current location and depth. The accuracy of the current location of the mains on the Corporation system generally comes with a disclaimer advising that the accuracy should be checked for alignment and depth by a surveyor.

Discussion

The 'proposed road reserve' on the proposed plan is likely to be where the two mains are located. In this case the accuracy of the asconstructed plans completed when the mains were installed is not clear, and hence the digital information that is currently available cannot be relied on.

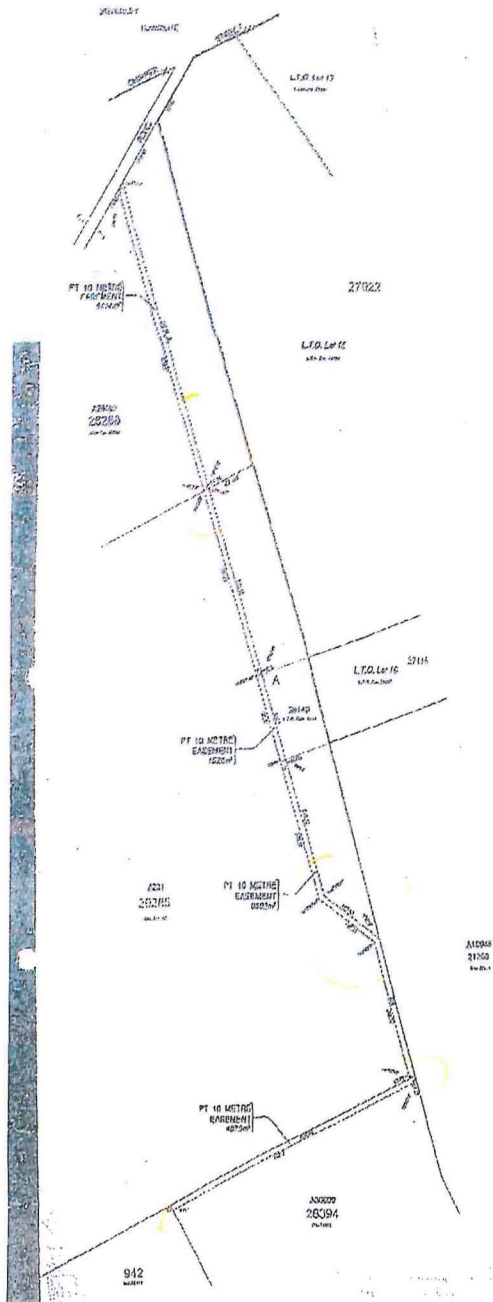
The 'existing private easement' on the proposed plan appears to be the current legal easement. The easement document details that it is for all utilities and appears that shire that is responsible for managing/maintaining the access.

Please see attached marked up sheet, which includes 3 plan's for easy of explanation, which shows existing legal easement, location of water corporation mains and shires proposed plan of road dedication.

Should you have any queries or require any further information please contact the undersigned.

Regards, 
Mark Willson, Development Services Branch

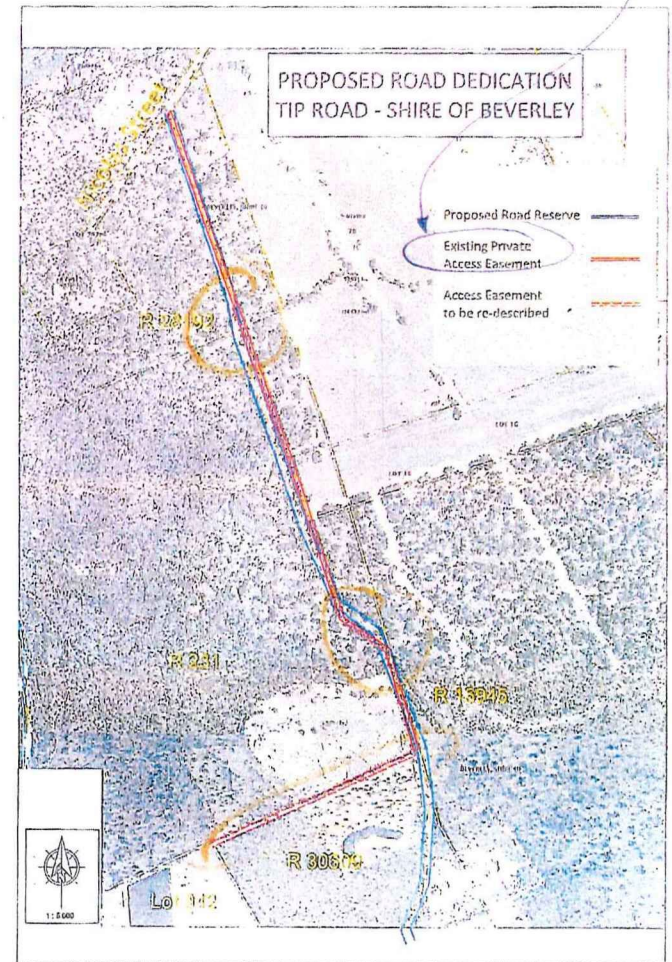
PLANS FROM LEGAL DOC



LITE SPATIAL PRINT CUT



REFER TO EASEMENT DOC.



ATTESTATION SHEET

Dated this 13th day of January in the year 2011

GRANTOR SIGN HERE (NOTE 7)

Signed for the STATE OF WESTERN AUSTRALIA for
and on behalf of the MINISTER FOR LANDS by
Signed
.....
TEAMLEADER, SOUTH EAST
a DOLA officer delegated the Minister's powers under
Section 9 of the Land Administration Act 1997 in the
presence of.
.....
PROJECT OFFICER

GRANTEE/S SIGN HERE (NOTE 7)

Signed D. Karany Signed
In the presence of In the presence of
.....
.....
.....

Plan Information

Tenure Type	Crown
Plan Type	Deposited Plan
Plan Purpose	Subdivision

Plan Heading

LOTS 553 - 562 AND ROADS (LOTS 565 - 567)


Locality & Local Government

Locality	BEVERLEY
Local Government	SHIRE OF BEVERLEY

Department of Planning, Lands and Heritage

File Number	00930 - 1894
-------------	--------------

Examination

	25-Jun-2024
Examined	Date

Planning Approval

Planning Authority	EXEMPT FORM WAPC APPROVAL
Reference	

Delegated under S. 16 P&D Act 2005

	Date
--	------

In Order For Dealings

Subject To	Sec 144 of the LAA Road Dedication Reserve Action Partial Cancellation of Easement H351734
------------	---

	25-Jun-2024
For Inspector of Plans and Surveys	Date

Plan Approved

Inspector of Plans and Surveys / Authorised Land Officer	Date
--	------

Survey Details

Survey Method	Conventional Survey
Field Records	162345
Declared as Special Survey Area	NO

Survey and Plan Notation

LOT 555 AND 557 - 560 SUBJECT TO SURVEY, NOT FOR ALIENATION PURPOSES

Survey Certificate - Regulation 54

I, J. M. SCANLAN
hereby certify that this plan is accurate and is a correct representation of the -
(a) survey; and
(b) calculations from measurements recorded in the field records,
undertaken for the purposes of this plan and that it complies with the relevant
written law(s) in relation to which it is lodged.

	2024.05.20 10:01:59 +08'00'
---	-----------------------------

Licensed Surveyor	Date
-------------------	------

Survey Organisation

Name	SCANLAN SURVEYS
Address	P.O. BOX 429 MIDLAND 6936
Phone	9250 2261
Fax	
Email	reception@scanlansurveys.com.au
Reference	8755/22

New Lot / Land	Parent Plan Number	Parent Lot Number	Title Reference	Subject Land Description
553	DP 424204	PT LOT 550	LR 3176 - 401	
554	DP 424204	PT LOT 550	LR 3176 - 401	
555	DP 91000	PT LOT 21286	LR 3003 - 500	
556	DP 91069	PT LOT 29285	LR 3112 - 88	
557	DP 91069	PT LOT 29285	LR 3112 - 88	
558	DP 91069	PT LOT 29285	LR 3112 - 88	
559	DP 193942	PT LOT 28288	LR 3077 - 932	
560	DP 193942	PT LOT 28288	LR 3077 - 932	
561	DP 193942	PT LOT 28288	LR 3077 - 932	
562	DP 193942	PT LOT 28288	LR 3077 - 932	
ROAD (LOT 565)	DP 193942	PT LOT 28288	LR 3077 - 932	
ROAD (LOT 566)	DP 193942	PT LOT 28288	LR 3077 - 932	
ROAD (LOT 567)	DP 193942 DP 91069 DP 91000 DP 424204	PT LOT 28288 PT LOT 29285 PT LOT 21286 PT LOT 550	LR 3077 - 932 LR 3112 - 88 LR 3003 - 500 LR 3176 - 401	

Subject	Purpose	Statutory Reference	Origin	Land Burdened	Benefit To	Comments
(A)	EASEMENT		DOC H351734	LOT 553	SEE DOC	
(B)	EASEMENT	SEC 144 OF THE LAA 1997	DOC P856848	LOT 553	WATER CORPORATION	

Subject	Purpose	Statutory Reference	Origin	Land Burdened	Benefit To	Comments
(S) & (S1)	EASEMENT	SEC 144 OF THE LAA 1997	DOC	LOT 557	WATER CORPORATION	PRESSURE MAIN



23 SPRING PARK ROAD
MIDLAND, WA, 6056
PO BOX 429, MIDLAND, 6936

PH: 08 9250 2261
www.scanlansurveys.com.au
reception@scanlansurveys.com.au

DRAWING NUMBER:
8755/22/1 LF

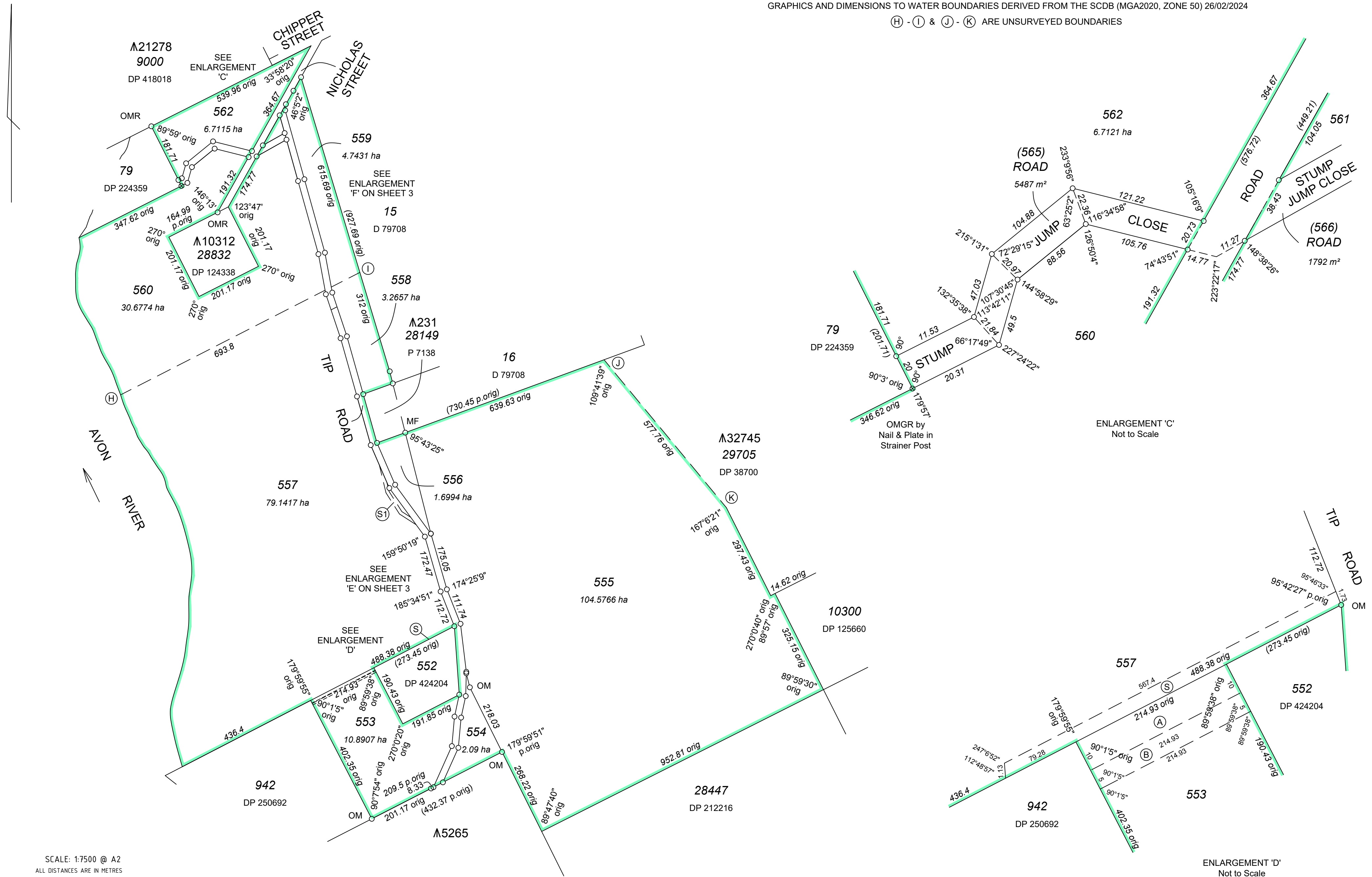
ADDITIONAL SHEETS

SHEET SHEETS
1 OF 3

VERSION NUMBER
1

DEPOSITED PLAN
425587

WATERLINES SHOWN HEREON DO NOT NECESSARILY DEPICT AN EXACT CADASTRAL BOUNDARY
GRAPHICS AND DIMENSIONS TO WATER BOUNDARIES DERIVED FROM THE SCDB (MGA2020, ZONE 50) 26/02/2024
(H) - (I) & (J) - (K) ARE UNSURVEYED BOUNDARIES



SCALE: 1:7500 @ A2
ALL DISTANCES ARE IN METRES
0m 75m 150m 300m 450m



23 SPRING PARK ROAD
MIDLAND, WA, 6056
PO BOX 429, MIDLAND, 6936

PH: 08 9250 2261
www.scanlansurveys.com.au
reception@scanlansurveys.com.au

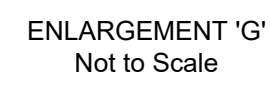
DRAWING NUMBER:
8755/22/2 LF

ADDITIONAL SHEETS

SHEET
2 OF 3

SHEETS
VERSION NUMBER
1

DEPOSITED PLAN
425587



9.3 Development Application: Kinesiology Business – 29 (Lot 26) Queen Street, Beverley

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	17 February 2025
Applicant:	Tracey Smith
File Reference:	QUE 1063
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Manager of Planning's Shire house adjacent to subject Lot.
Attachments:	Locality Map and Application Documentation

SUMMARY

An application was received for development approval for a *Home Business (Kinesiology Business)* at 29 (Lot 26) Queen Street. The application will be recommended for approval.

BACKGROUND

The subject site is located at 29 (Lot 26) Queen Street, Beverley, is 860 m² in extent and zoned *Residential R10/25* pursuant to the *Shire of Beverley Local Planning Scheme No. 3 (LPS3)*. It contains an existing single dwelling, carport and outbuilding.

The applicant proposes to conduct a *Kinesiology Business* land use on the property, within the confines of the existing single house. No additional building works are proposed. Please refer to the attached application documentation.

COMMENT

A *Home Business* is defined as follows in LPS3:

'means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

- (a) does not involve employing more than 2 people who are not members of the occupier's household; and*
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- (c) does not occupy an area greater than 50 m²; and*
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
- (f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located'.*

A *Home Business* is an 'A' use in the *Residential Zone* in Zoning Table 3 of the *Shire of Beverley Local Planning Scheme No. 3 (LPS3)*, which means *'that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 of the deemed provisions'*.

It is considered that the proposal accords with the aims of LPS3. No negative off-site impacts are envisaged and proposed onsite parking arrangements are sufficient for the purpose.

The application will be recommended for approval.

PUBLIC NOTIFICATION

The application was duly advertised as per clause 64 of the Deemed Provisions.

No objections were received as summarised in the table below:

	Respondent	Property	Comment	Shire Planner's Response
1	Janine Priest	31 Queen Street, Beverley	No Objection to the proposal.	Noted

STATUTORY ENVIRONMENT

Shire of Beverley 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 REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M6/0225

Moved Cr Martin

Seconded Cr Davis

That Council resolve to grant planning approval for a Home Business (Kinesiology Business) at 29 (Lot 26) Queen 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 number of clients and the days and hours of operation shall be as per the application letter.**

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 (where applicable).

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

CARRIED 8/0

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



Author:

Created: 31 January 2025 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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10 January 2025

Shire of Beverley
136 Vincent Street
PO Box 20
BEVERLEY WA 6304

To whom it may concern,

RE: Application for Development Approval – Change of Use

I am a qualified kinesiologist with an Advanced Diploma of Functional Kinesiology and I am planning on opening my kinesiology business in the Shire of Beverley as soon as my application has been approved. I will be commencing running the business from home until I can gauge the demand from Beverley and surrounding areas. In the future I hope to be able to move to a shop front in town.

Client appointments are planned to be at maximum 4 clients per day with no crossover of clients between the hours of 9am and 3pm Monday to Friday and every third weekend.

Please find attached an aerial photograph of the property with the parking, practice room location and entry outlined.

Please let me know if you would like any further information.

Kind regards,



Tracey Smith

Essence of Balance Kinesiology



29 Queen Street,
BEVERLEY WA 6304





* Kinesiology Room - 4.2m x 3.4m.
2.47 height.

9.4 Development Application – Outbuilding (Storage Shed) – 32 (Lot 11) Great Southern Highway, Beverley

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	17 February 2025
Applicant:	Mark Ralph
File Reference:	GRE 833
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Application Documentation

SUMMARY

An application has been received to construct a Colourbond Outbuilding at 32 (Lot 11) Great Southern Highway. The application will be recommended for approval.

BACKGROUND

The subject site is located at 32 (Lot 11) Great Southern Highway, is 2,023m² 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 various Outbuildings.

The proposal is to construct an additional Outbuilding (Storage Shed) in extent 7.5 m x 10 m = 75 m².

As per the submission, two existing Outbuildings, in extent approx. 35 m² and 47 m² will be demolished as part of the development proposal. Another exiting Outbuilding, in extent approx. 72 m² will be retained.

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 total area of all Outbuildings in this zone is 75 m² as per the Policy. The combined total area of the existing remaining Outbuilding plus the new proposed Outbuilding will be approx. 147 m².

The applicant provided justification for the proposal in the attached application letter.

COMMENT

When considering the proposed departure beyond the requirements of Council's Planning Policy on Outbuildings, Shire planner is of the opinion that the following aspects of the development should be taken into consideration:

The specific siting of the Outbuilding (Storage Shed) on the property;

The visually mitigating effects of the existing single house and landscaping on the property;

The general character of the immediate area;

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 existing landscaping and position of the single house will effectively screen the

development from the road so as to mitigate any perceived negative visual impact that the proposed development might have. It is considered that the proposed development will be in pace with the character of the area.

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M7/0225

Moved Cr Sattler

Seconded Cr Maxwell

That Council grant Planning Approval for an Outbuilding (Storage Shed) at 32 (Lot 11), Great Southern Highway, 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.

CARRIED 8/0

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

Mark & Lesley Ralph
32 Great Southern Highway
Beverley W.A. 6304

SHIRE OF BEVERLEY		
17 FEB 2025		
FILE REF: GRE833		
<input type="checkbox"/> CEO	<input type="checkbox"/> SP	<input type="checkbox"/> TO
<input type="checkbox"/> DCEO	<input type="checkbox"/> EHOB	<input type="checkbox"/> PO
<input type="checkbox"/> MOW	<input type="checkbox"/> CESM	<input type="checkbox"/> ...

Dear Distinguished Council Members,

My wife and I recently purchased the property at 32 Great Southern Highway Beverley. I am writing to seek approval for a planning permit to build a shed/garage on the formentioned property.

Currently on the property are three existing outbuildings. The first of which is a car garage measuring 6mtrs wide by 12mtrs long. This garage is attached to the house via a patio access and is suitable for the parking of normal sedans only. My 4x4 is too tall to fit under the roller door access. Also i would deem it unsuitable for any restoration work, i am hoping to undertake due to the close proximity of the neighbours.

The second outbuilding is a basic extension to the patio. This structure measures 4.2mtrs wide and 8.3mtrs long. I wish to demolish this structure to allow for a driveway to the shed/garage i am seeking approval for.

The third outbuilding is a usable but becoming dilapidated shed. This structure measures 5.5mtrs wide by 8.5 mtrs long. My intention is to remove this structure once i have erected the shed/garage i am proposing. I will have no need for it and we will be able to extend our existing orchard into that space.

Just as a side note i would like to add that the total m2 of outbuildings i intend to remove totals 81.61 m2.

The shed/garage i am seeking approval measures 7.5mtrs wide by 10mtrs long. The proposed shed/garage will also come in under the maximum allowed wall and height according to council regulations. More importantly to me my 4x4 will be able to be parked out of the searing heat that Beverley sometimes has to offer, and i will also have a place to be able to pursue my hobbies, including car and furniture restoration.

Please find attached the site plan with the proposed location of the structure, and also the structure which i intend to demolish.

I sincerely thank you for your consideration of our application.

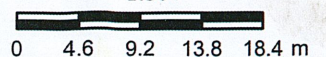
Kind Regards
Mark & Lesley Ralph

Attachments for Item 9.4



Created: 6 January 2025 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au>

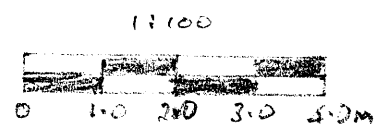
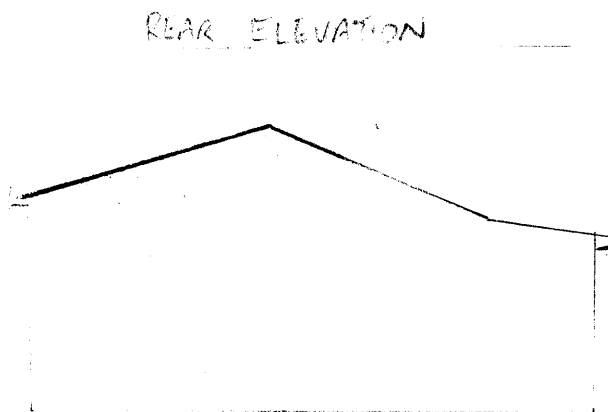
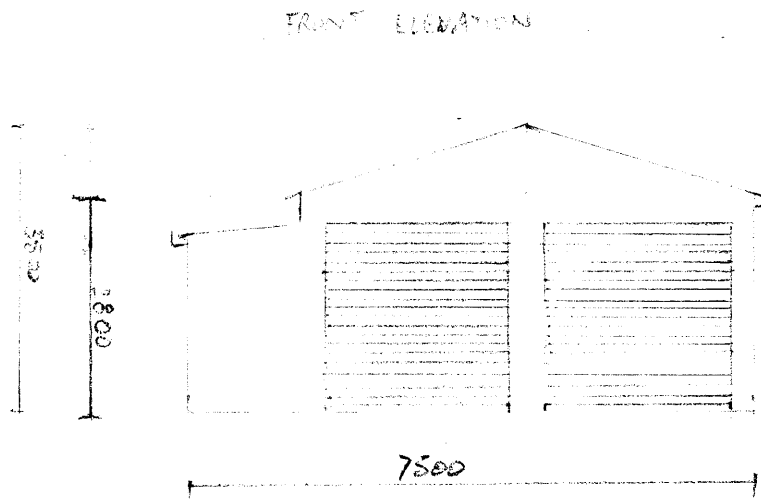
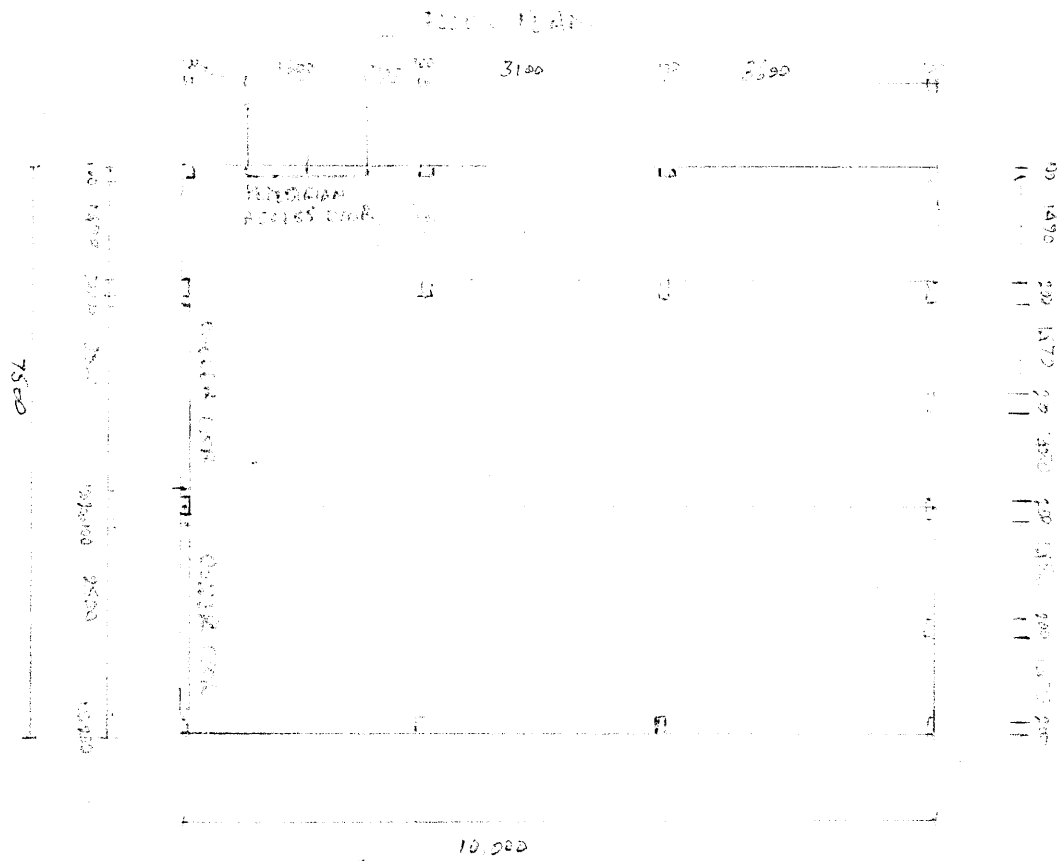
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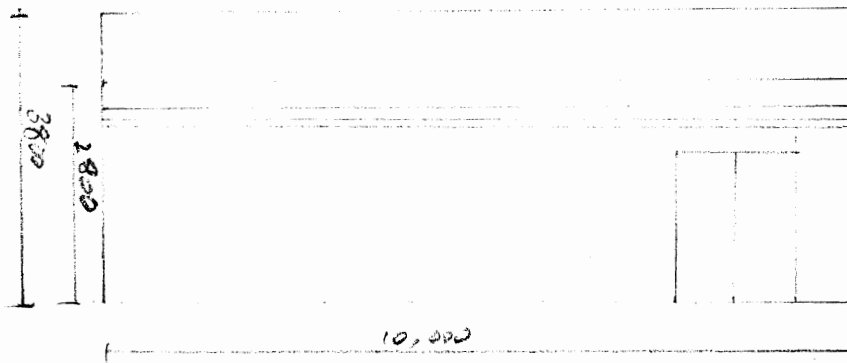
Author:

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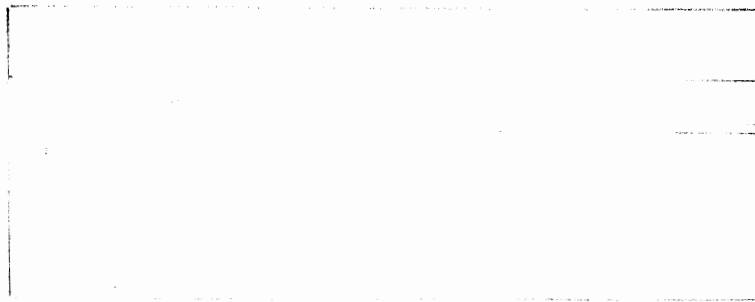
PROPOSED GARAGE - 37 GREAT SOUTH STREET Attachments for Item 9.4



NORTH ELEVATION



SOUTH ELEVATION



9.5 Infrastructure Development Fund – Proposed Key Workers’ Accommodation & Subdivision: 97 (Lot 150) Hunt Road, Beverley (Hunt Road Village)

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	18 February 2025
Applicant:	Shire of Beverley
File Reference:	HUN 1212
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Confidential Draft DPLH Financial Assistance Agreement <u>(under separate cover)</u>, Draft Subdivision Sketch Plan and Staging Proposal, Subdivision Process Flowchart

SUMMARY

Council will be requested to consider the draft *Financial Assistance Agreement* from the *Department of Planning, Lands and Heritage* (DPLH) relating to the approved *Infrastructure Development Fund* (IDF) grant funding application, and the associated proposed Subdivision of 97 (Lot 150) Hunt Road to enable the required construction of Key Workers’ Accommodation.

BACKGROUND

The Shire applied to the DPLH in November 2023 for grant funding through the *Infrastructure Development Fund* (IDF) Grant Funding Scheme. The purpose was to obtain grant funding to provide services (deep sewerage, water, electricity, etc) to the Hunt Road Village site, being 97 (Lot 150) Hunt Road, so that Key Worker Accommodation can be constructed on the subject Lot. The Shire, at time of submission of the grant application, committed to constructing 4 Key Worker Accommodation units. During the assessment of our funding application by the DPLH, and on request, the Shire revised its commitment to construct between 8 to 10 Key Worker Accommodation units.

The grant amount applied for was informed by an Engineering Cost Estimate prepared by Porter Engineering Consultants. This report can be made available should Councillors so wish.

In October 2024 the Shire was informed that we were successful in obtaining grant funding through the IDF for purposes of providing infrastructure services on the subject lot to enable the construction and servicing of 4 (four) Key Worker Accommodation Units. A draft *Financial Assistance Agreement* (FAA) that includes deliverables and payment milestones is presented for Council’s consideration, before progressing to acceptance and execution of such.

COMMENT

During informal consultation with Porter Engineering and Scanlan Surveys, post receiving notification of awarding of the IDF grant, advice was received that the best way forward is to initiate a Subdivision Application of the subject land, generally in

the configuration and staging as proposed in this report. Draft Subdivision sketch plan attached.

It was advised that this would be the best way to engage with entities like *Western Power Corporation* (WPC) and *Water Corporation* (WC) relating to the costing and installation of the required infrastructure crucial to the final deliverable of the IDF grant, being the construction of 4 Key Worker Accommodation units.

It should be noted that the amounts reflected in the Draft *Financial Assistance Agreement* (FAA) are allocated towards the installation of the civil infrastructure services only, and does not include the actual construction costs of the 4 Key Worker Accommodation units. The latter have been budgeted for separately in the 2024/2025 Budget.

There are various advantages and challenges associated with the above subdivision proposal:

- A subdivision application will result in application fees to the *Western Australian Planning Commission* (WAPC), the services of a land surveyor on initial application, and other professional consultants and contractors, post subdivision approval;
- A conditional approval from the (WAPC) normally carries a 4 year time limit during which time compliance with imposed conditions will be required, to enable the creation of new titles, and by extension, saleable properties;
- The on-selling of the first 4 properties of stage one is not being considered in the short to medium term;
- It is anticipated that the bulk of the costs for civil services infrastructure installation would be covered by the IDF grant, although a potential shortfall is expected should more lots (more than the minimum 4 stage 1 lots) be required to be serviced;
- Servicing all stages of lots as shown on the draft subdivision sketch plan sooner rather than later will result in longer term cost savings as products and services can escalate significantly over time;
- Staging the subdivision proposal affords Council the opportunity to spread the financial impact over multi-year budgets;
- Creating saleable green title lots allows Council to further develop its Housing Strategy and gain an income from the on-selling of serviced lots, should they choose to do so;
- With a staging proposal an extension of up to two years can be requested from the WAPC to meet imposed subdivision conditions, potentially affording Council a 6 year period to comply with all conditions;
- It is submitted that the WAPC subdivision process timeline (see attached flowchart), can be aligned with the FAA Milestones.

PUBLIC NOTIFICATION

No Public Consultation was deemed necessary.

STATUTORY ENVIRONMENT

Planning & Development Act 2005 & Regulations, Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

This subdivision proposal is expected to incur the following additional costs (approximate):

Subdivision Application – inclusive of feature survey, design stage, WAPC lodging fees, all stages: \$39,000.00

Geotechnical Investigation: \$5,000.00

Engineering Consultant - detailed services design (sewer, water, electricity, stormwater, roads), liaison with Service Providers, tender vetting, project management, project superintendency: \$100,000

The Infrastructure Development Fund (IDF) Grant Funding as per confidential agreement.

The above cost estimates exclude the budgetary allocation for the construction of 4 x Key Worker Accommodation units, which is a separate, albeit interlinked, budget.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
4. Civic Leadership

Strategic Priorities: 1.4 Stable increase in the resident population
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 Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium (5)	High (10)	High (15)	Severe (20)	Severe (25)
Likely	Low (4)	Medium (8)	High (12)	High (16)	Severe (20)
Possible	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M8/0225

Moved Cr Martin

Seconded Cr Ridgway

That Council resolve to:

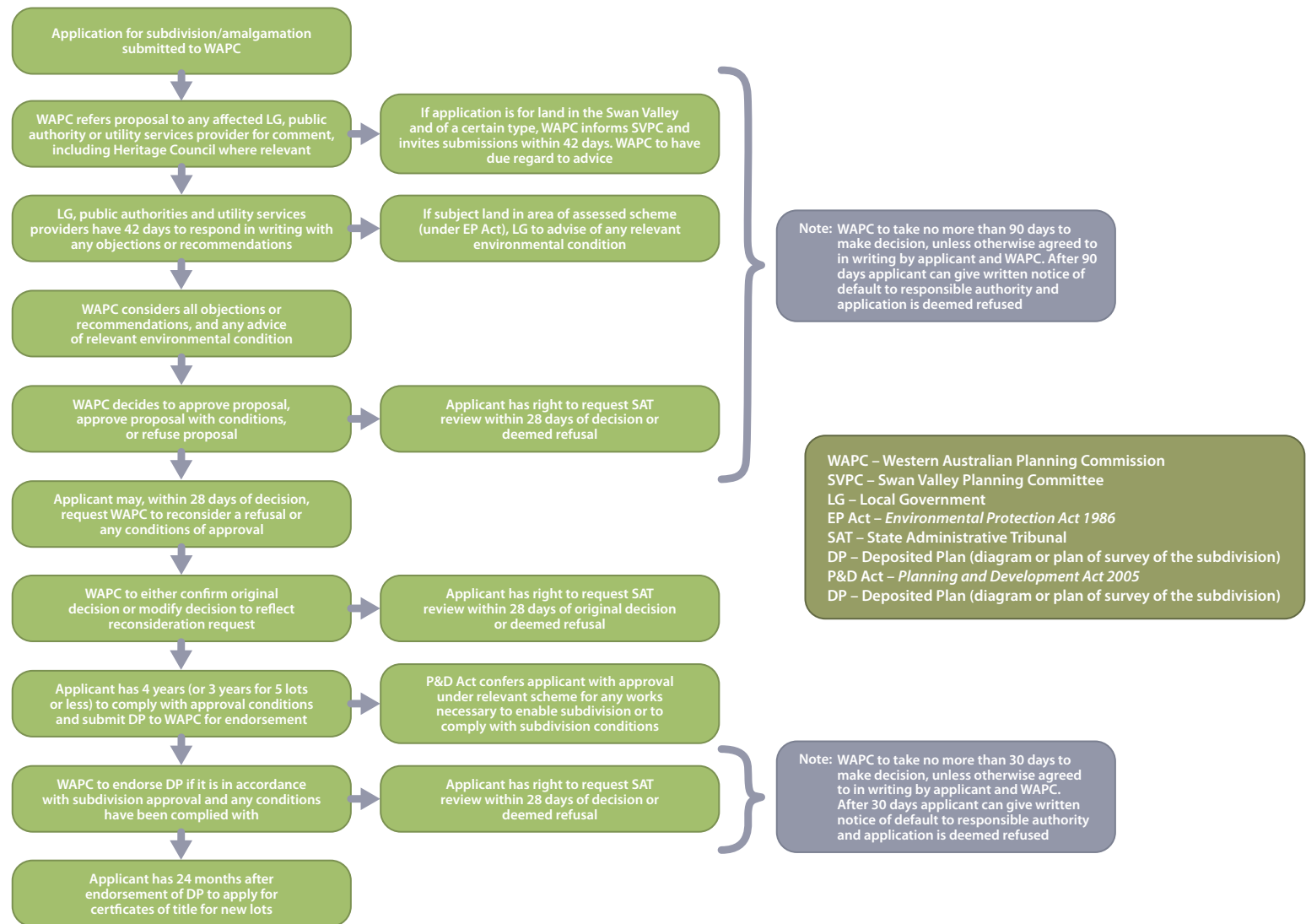
- 1) Note the content of the draft Financial Assistance Agreement and delegate to the Chief Executive Officer the authority to negotiate the final wording, inclusive of amongst others delivery timeframes, key milestones and payment schedules, where required;**
- 2) Authorise the Chief Executive Officer and Shire President to execute the Financial Assistance Agreement with Department of Planning Lands and Heritage; and**
- 3) Proceed with the appointment of the required consultants (after following due process) to progress the subdivision application for 97 (Lot 150) Hunt Road based generally on the subdivision sketch plan and staging attached to this report.**

CARRIED 8/0

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



Appendix 10. Subdivision



10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report – December 2024

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	20 January 2025
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	December 2024 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 December 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 11.3.

COMMENT

The monthly financial reports for the period ending 31 December 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:
1. Economy
 2. Community
 3. Environment
 4. Civic Leadership
- Strategic Priorities:
- 1.1 Safe, efficient and connected transport network
 - 2.3 Active and Healthy Community
 - 3.3 Natural resources are sustainably managed
 - 4.1 Community and customer focus
 - 4.2 Continuous organisational improvement
 - 4.3 Responsible planning

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

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

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
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 & COUNCIL RESOLUTION

M9/0225

Moved Cr Sattler

Seconded Cr Brown

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

CARRIED 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler

Against: Nil

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 December 2024**

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	3,409,124.00	3,415,382.18	6,258.18	▲	
Operating Grants, Subsidies and Contributions	593,892.00	345,464.00	344,954.15	(509.85)	▼	
Profit On Asset Disposal	5,050.00	5,050.00	6,414.97	1,364.97	▲	
Fees & Charges	1,124,912.00	661,471.00	652,297.38	(9,173.62)	▼	
Interest Earnings	147,836.00	96,916.00	105,127.88	8,211.88	▲	
Other Revenue	373,770.00	146,406.00	149,053.70	2,647.70	▲	
Non-Operating Grants, Subsidies and Contributions	23,616,776.00	4,911,977.00	4,911,778.99	(198.01)	▼	
Total Operating Revenue	29,272,860.00	9,576,408.00	9,585,009.25	8,601.25		
Operating Expenditure						
Employee Costs	(2,678,612.00)	(1,291,637.00)	(1,293,201.14)	(1,564.14)	▼	
Materials & Contracts	(2,430,226.00)	(981,909.00)	(982,595.56)	(686.56)	▼	
Utilities	(319,668.00)	(104,123.00)	(102,313.79)	1,809.21	▲	
Depreciation On Non-Current Assets	(2,478,107.00)	(1,255,012.00)	(1,361,797.97)	(106,785.97)	▼	Depreciation expense higher than anticipated.
Interest Expenses	(87,741.00)	(19,869.00)	(20,431.59)	(562.59)	▼	
Insurance Expenses	(326,297.00)	(324,556.00)	(333,618.69)	(9,062.69)	▼	
Other Expenditure	(88,581.00)	(53,459.00)	(58,531.44)	(5,072.44)	▼	
Loss On Asset Disposal	(10,284.00)	(10,284.00)	(16,665.60)	(6,381.60)	▼	
Total Operating Expenditure	(8,419,516.00)	(4,040,849.00)	(4,169,155.78)	(128,306.78)		
Net Operating	20,853,344.00	5,535,559.00	5,415,853.47	(119,705.53)		
Capital Income						
Proceeds from Sale of Assets	77,880.00	74,880.00	72,830.04	(2,049.96)	▼	
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)		

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 31 December 2024</p>						
Description	Budget 2024/25	YTD Budget 2024/25	YTD Actual 2024/25	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Capital Expenditure						
Land and Buildings	(6,415,000.00)	(111,700.00)	(135,600.12)	(23,900.12)	▼	Civic Centre and Town Square (\$8,516), 59 Smith Street retaining wall works (\$7,106) and Hunt Rd Unit Refurbishment (\$7,206) 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.
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)	(2,986,500.00)	(3,031,085.97)	(44,585.97)	▼	Mawson Rd widen and seal contract works \$37,496 and Dave Woodward Drv construction and sealing works \$6,688 over budget.
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)	(73,509.00)	(73,509.28)	(0.28)	▼	
Total Capital Expenditure	(30,763,297.00)	(3,671,357.00)	(3,724,069.68)	(52,712.68)		
Net Capital	(26,185,417.00)	(3,596,477.00)	(3,651,239.64)	(54,762.64)		
Adjustments						
Depreciation Written Back	2,478,107.00	1,255,012.00	1,361,797.97	106,785.97		
Movement in Leave Reserve Cash Balance	0.00	0.00	3,681.32	3,681.32		
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	(5,974.86)	(5,974.86)		
Opening Surplus/(Deficit)	2,165,288.00	2,165,288.00	2,165,287.77	(0.23)		
Total Adjustments	5,332,073.00	3,424,484.00	3,535,042.83	110,558.83		
CLOSING SURPLUS/(DEFICIT)	0.00	5,363,566.00	5,299,656.66	(63,909.34)		

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 December 2024		
Description	Actual 2023/24	YTD Actual 2024/25
Current Assets		
Cash at Bank	3,363,019.27	540,450.83
Cash - Unrestricted Investments	573,194.08	6,088,619.98
Cash - Restricted Reserves	1,893,962.99	1,899,937.85
Cash on Hand	700.00	700.00
Accounts Receivable	1,201,326.09	954,706.76
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	12,511.51	10,616.78
Total Current Assets	7,044,713.94	9,495,032.20
Current Liabilities		
Accounts Payable	(2,641,289.55)	(1,954,945.37)
Loan Liability - Current	(148,300.38)	(74,791.10)
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)	(2,526,202.04)
Adjustments		
Less Restricted Reserves	(1,893,962.99)	(1,899,937.85)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	152,291.93	155,973.25
Add Loan Principal Expense	148,300.38	74,791.10
Total Adjustments	(1,593,370.68)	(1,669,173.50)
NET CURRENT ASSETS	2,165,287.77	5,299,656.66

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 December 2024

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Current Assets			
Cash and Cash Equivalents	5,830,876.34	8,529,708.66	2,698,832.32
Accounts Receivable	925,082.09	954,706.76	29,624.67
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	10,616.78	(1,894.73)
Total Current Assets	7,044,713.94	9,495,032.20	2,450,318.26
Current Liabilities			
Accounts Payable	(984,885.55)	(298,541.37)	686,344.18
Contract Liability - Current	(1,656,404.00)	(1,656,404.00)	0.00
Loan Liability - Current	(148,300.38)	(74,791.10)	73,509.28
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)	(2,526,202.04)	759,853.45
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	29,339,068.50	(245,992.25)
Plant and Equipment	2,397,779.42	2,337,461.97	(60,317.45)
Furniture and Equipment	111,155.00	187,833.24	76,678.24
Infrastructure	141,937,083.50	144,388,389.79	2,451,306.29
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	174,264,366.89	176,486,041.72	2,221,674.83
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	181,535,000.87	5,415,853.47

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 December 2024**

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Equity			
Accumulated Surplus	(48,670,597.47)	(54,080,476.08)	(5,409,878.61)
Reserves - Cash Backed	(1,893,962.99)	(1,899,937.85)	(5,974.86)
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(176,119,147.40)	(181,535,000.87)	(5,415,853.47)

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 31 December 2024						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	155,973.25				
	Plant	201,028.45				
	Emergency Services	32,046.75				
	Building	145,009.49				
	Recreation Ground	704,617.81				
	Cropping Committee	81,600.32				
	Infrastructure	118,645.07				
	Senior Housing	277,882.68				
	Avondale Mach Museum	67,301.36				
	ITC Renewal Reserve	115,832.67	1,899,937.85	6 mnths	5.03%	23/06/2025
4843841	Term Deposit Bendigo	500,000.00		5 mnths	5.20%	6/01/2025
4903597	Term Deposit Bendigo	1,000,000.00		4 mnths	4.85%	24/01/2025
4843883	Term Deposit Bendigo	500,000.00		6 mnths	5.25%	28/01/2025
4903596	Term Deposit Bendigo	314,966.55		5 mnths	4.95%	24/02/2025
4903598	Term Deposit Bendigo	1,000,000.00		5 mnths	4.95%	24/02/2025
4903601	Term Deposit Bendigo	1,000,000.00		6 mnths	5.02%	24/03/2025
4961819	Term Deposit Bendigo	505,961.10		5 mnths	4.95%	22/04/2025
4961826	Term Deposit Bendigo	505,961.10		5 mnths	4.95%	22/04/2025
4939230	Term Deposit Bendigo	253,138.08		6 mnths	4.93%	29/04/2025
4971654	Term Deposit Bendigo	508,593.15		6 mnths	5.05%	29/05/2025
			6,088,619.98			
	Total		7,988,557.83			

11.2 Monthly Financial Report – January 2025

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	17 February 2025
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	January 2025 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 January 2025.

BACKGROUND

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2024 Ordinary Meeting, item 11.3.

COMMENT

The monthly financial reports for the period ending 31 January 2025 have been provided and include:

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

STATUTORY ENVIRONMENT

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

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

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

The Statement is to be accompanied by:

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

- Strategic Pillar:
1. Economy
 2. Community
 3. Environment
 4. Civic Leadership
- Strategic Priorities:
- 1.1 Safe, efficient and connected transport network
 - 2.3 Active and Healthy Community
 - 3.3 Natural resources are sustainably managed
 - 4.1 Community and customer focus
 - 4.2 Continuous organisational improvement
 - 4.3 Responsible planning

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

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

Consequence 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.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M10/0225

Moved Cr Sattler

Seconded Cr Martin

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

CARRIED 8/0

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

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 31 January 2025</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	3,409,124.00	3,400,627.72	(8,496.28)	▼	
Operating Grants, Subsidies and Contributions	593,892.00	396,286.00	392,372.92	(3,913.08)	▼	
Profit On Asset Disposal	5,050.00	5,050.00	6,414.97	1,364.97	▲	
Fees & Charges	1,124,912.00	759,155.00	809,770.62	50,615.62	▲	Town planning service fees \$15,628, Refuse site dumping charges \$9,024, State library funding for CRC programs \$9,400, Swimming Pool Season fees \$5,263, Property Rate enquiry charges \$4,779 greater than anticipated YTD.
Interest Earnings	147,836.00	105,624.00	146,974.85	41,350.85	▲	Interest earned on investments \$36,106 and Pensioner deferred interest on Rates \$5,973 greater than anticipated.
Other Revenue	373,770.00	180,807.00	177,076.63	(3,730.37)	▼	
Non-Operating Grants, Subsidies and Contributions	23,616,776.00	5,831,977.00	5,831,908.92	(68.08)	▼	
Total Operating Revenue	29,272,860.00	10,688,023.00	10,765,146.63	77,123.63		
Operating Expenditure						
Employee Costs	(2,678,612.00)	(1,490,398.00)	(1,484,994.22)	5,403.78	▲	
Materials & Contracts	(2,430,226.00)	(1,080,154.00)	(1,076,915.31)	3,238.69	▲	
Utilities	(319,668.00)	(124,519.00)	(121,261.96)	3,257.04	▲	
Depreciation On Non-Current Assets	(2,478,107.00)	(1,461,514.00)	(1,589,691.16)	(128,177.16)	▼	Depreciation expense higher than anticipated.
Interest Expenses	(87,741.00)	(26,580.00)	(20,431.59)	6,148.41	▲	
Insurance Expenses	(326,297.00)	(324,841.00)	(333,618.69)	(8,777.69)	▼	
Other Expenditure	(88,581.00)	(54,333.00)	(61,067.81)	(6,734.81)	▼	
Loss On Asset Disposal	(10,284.00)	(10,284.00)	(16,665.60)	(6,381.60)	▼	
Total Operating Expenditure	(8,419,516.00)	(4,572,623.00)	(4,704,646.34)	(132,023.34)		
Net Operating	20,853,344.00	6,115,400.00	6,060,500.29	(54,899.71)		
Capital Income						
Proceeds from Sale of Assets	77,880.00	74,880.00	72,830.04	(2,049.96)	▼	
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)		

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR THE PERIOD ENDING 31 January 2025</p>						
Description	Budget 2024/25	YTD Budget 2024/25	YTD Actual 2024/25	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Capital Expenditure						
Land and Buildings	(6,415,000.00)	(196,700.00)	(225,136.32)	(28,436.32)	▼	Civic Centre and Town Square (\$8,516), 59 Smith Street retaining wall works (\$7,106) and Hunt Rd Unit Refurbishment (\$7,206) 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.
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)	(3,988,551.00)	(4,039,217.98)	(50,666.98)	▼	Mawson Rd widen and seal contract works \$39,405 and Dave Woodward Drive construction and sealing works \$7,951 over budget.
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)	(73,509.00)	(73,509.28)	(0.28)	▼	
Total Capital Expenditure	(30,763,297.00)	(4,758,408.00)	(4,821,737.89)	(63,329.89)		
Net Capital	(26,185,417.00)	(4,683,528.00)	(4,748,907.85)	(65,379.85)		
Adjustments						
Depreciation Written Back	2,478,107.00	1,461,514.00	1,589,691.16	128,177.16		
Movement in Leave Reserve Cash Balance	0.00	0.00	3,681.32	3,681.32		
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	(5,974.86)	(5,974.86)		
Opening Surplus/(Deficit)	2,165,288.00	2,165,288.00	2,165,287.77	(0.23)		
Total Adjustments	5,332,073.00	3,630,986.00	3,762,936.02	131,950.02		
CLOSING SURPLUS/(DEFICIT)	0.00	5,062,858.00	5,074,528.46	11,670.46		

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 January 2025		
Description	Actual 2023/24	YTD Actual 2024/25
Current Assets		
Cash at Bank	3,363,019.27	1,795,893.86
Cash - Unrestricted Investments	573,194.08	5,617,991.90
Cash - Restricted Reserves	1,893,962.99	1,899,937.85
Cash on Hand	700.00	700.00
Accounts Receivable	1,201,326.09	948,250.09
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	12,511.51	14,763.37
Total Current Assets	7,044,713.94	10,277,537.07
Current Liabilities		
Accounts Payable	(2,641,289.55)	(2,962,578.44)
Loan Liability - Current	(148,300.38)	(74,791.10)
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)	(3,533,835.11)
Adjustments		
Less Restricted Reserves	(1,893,962.99)	(1,899,937.85)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	152,291.93	155,973.25
Add Loan Principal Expense	148,300.38	74,791.10
Total Adjustments	(1,593,370.68)	(1,669,173.50)
NET CURRENT ASSETS	2,165,287.77	5,074,528.46

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 January 2025

Description	Actual 2023/24	YTD Actual 2024/25	Movement
Current Assets			
Cash and Cash Equivalents	5,830,876.34	9,314,523.61	3,483,647.27
Accounts Receivable	925,082.09	948,250.09	23,168.00
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	14,763.37	2,251.86
Total Current Assets	7,044,713.94	10,277,537.07	3,232,823.13
Current Liabilities			
Accounts Payable	(984,885.55)	(1,306,174.44)	(321,288.89)
Contract Liability - Current	(1,656,404.00)	(1,656,404.00)	0.00
Loan Liability - Current	(148,300.38)	(74,791.10)	73,509.28
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)	(3,533,835.11)	(247,779.62)
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	29,364,068.99	(220,991.76)
Plant and Equipment	2,397,779.42	2,315,793.34	(81,986.08)
Furniture and Equipment	111,155.00	184,842.39	73,687.39
Infrastructure	141,937,083.50	145,257,823.80	3,320,740.30
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	174,264,366.89	177,355,816.74	3,091,449.85
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	182,179,647.69	6,060,500.29

<p style="text-align: center;">SHIRE OF BEVERLEY STATEMENT OF FINANCIAL POSITION AS AT 31 January 2025</p>			
Description	Actual 2023/24	YTD Actual 2024/25	Movement
Equity			
Accumulated Surplus	(48,670,597.47)	(54,725,122.90)	(6,054,525.43)
Reserves - Cash Backed	(1,893,962.99)	(1,899,937.85)	(5,974.86)
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
Total Equity	(176,119,147.40)	(182,179,647.69)	(6,060,500.29)

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 31 January 2025						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	155,973.25				
	Plant	201,028.45				
	Emergency Services	32,046.75				
	Building	145,009.49				
	Recreation Ground	704,617.81				
	Cropping Committee	81,600.32				
	Infrastructure	118,645.07				
	Senior Housing	277,882.68				
	Avondale Mach Museum	67,301.36				
	ITC Renewal Reserve	115,832.67	1,899,937.85	6 mnths	5.03%	23/06/2025
4903596	Term Deposit Bendigo	314,966.55		5 mnths	4.95%	24/02/2025
4903598	Term Deposit Bendigo	1,000,000.00		5 mnths	4.95%	24/02/2025
5026674	Term Deposit Bendigo	513,160.96		1 mth	4.20%	28/02/2025
4903601	Term Deposit Bendigo	1,000,000.00		6 mnths	5.02%	24/03/2025
4961819	Term Deposit Bendigo	505,961.10		5 mnths	4.95%	22/04/2025
4961826	Term Deposit Bendigo	505,961.10		5 mnths	4.95%	22/04/2025
4939230	Term Deposit Bendigo	253,138.08		6 mnths	4.93%	29/04/2025
5024630	Term Deposit Bendigo	1,016,210.96		4 mnths	4.90%	23/05/2025
4971654	Term Deposit Bendigo	508,593.15		6 mnths	5.05%	29/05/2025
			5,617,991.90			
	Total		7,517,929.75			

11.3 Accounts Paid by Authority – December 2024

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	19 February 2025
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	December 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 December 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 & COUNCIL RESOLUTION M11/0225

Moved Cr Sattler

Seconded Cr Lawlor

That the List of Accounts as presented, be received:

December 2024:

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

Cheque vouchers

13 Dec 2024	1932-1932	(1)	\$	3,081.75	(authorised by DCEO S Marshall and Pres D White)
23 Dec 2024	1933-1934	(2)	\$	14,915.96	(authorised by CEO S Gollan and Pres D White)

Total of cheque vouchers for December 2024 incl\$ 17,997.71 previously paid.

EFT vouchers

02 Dec 2024	EFT 10896-10902	(6)	\$	30,217.40	(authorised by DCEO S Marshall and Cr D Davis)
02 Dec 2024	EFT 10903-10903	(1)	\$	1,959.71	(authorised by DCEO S Marshall and Cr D Davis)
04 Dec 2024	EFT 1-38	(38)	\$	65,426.34	(authorised by CEO S Gollan and DCEO S Marshall)
13 Dec 2024	EFT 10904-10935	(30)	\$	1,300,707.89	(authorised by DCEO S Marshall and Pres D White)
13 Dec 2024	EFT 10936-10940	(5)	\$	6,910.17	(authorised by DCEO S Marshall and Pres D White)
18 Dec 2024	EFT 1-38	(38)	\$	68,456.83	(authorised by CEO S Gollan and Pres D White)
18 Dec 2024	EFT 10941-10941	(1)	\$	184.20	(authorised by DCEO S Marshall and Pres D White)
23 Dec 2024	EFT 10942-10976	(30)	\$	530,712.35	(authorised by CEO S Gollan and Pres D White)
23 Dec 2024	EFT 10977-10985	(9)	\$	102,724.42	(authorised by CEO S Gollan and Pres D White)
31 Dec 2024	EFT 1-38	(38)	\$	64,975.92	(authorised by CEO S Gollan and Prwwes D White)

Total of EFT vouchers for December 2024 incl \$ 2,172,275.23 previously paid

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

Cheque vouchers

Nil vouchers

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

EFT vouchers

Nil vouchers

Total of EFT vouchers for December 2024 incl \$ 0.00 previously paid.

(3) Direct Debit Payments totalling \$ 161,676.27 previously paid.

(4) Credit Card Payments totalling \$ 952.21 previously paid.

CARRIED 8/0

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

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1932	13 Dec 2024	Water Corporation	Water use - Balkuling Rd Standpipe: 25 Sep - 20 Nov 24	(3,081.75)	(3,081.75)
Cheque #	1933	23 Dec 2024	Water Corporation	2024-12 Dec Water accounts	(3,839.00)	
EFT Pymt	1934	23 Dec 2024	Water Corporation	2024-12 Dec Water accounts	(11,076.96)	(14,915.96)
EFT Pymt	EFT 10896	02 Dec 2024	Beacon Equipment (Bepassey Nom P/L	Minor Plant Purchases: Pole saw	(933.00)	
EFT Pymt	EFT 10898	02 Dec 2024	Focus Networks	2024-11 Nov Managed Proactive Service	(2,884.20)	
EFT Pymt	EFT 10899	02 Dec 2024	Kleen West Distributors	Various blgs: Cleaning products	(871.73)	
EFT Pymt	EFT 10900	02 Dec 2024	State Wide Turf Services	LBS2401 - Civic Centre Upgrade: Turf	(8,524.45)	
EFT Pymt	EFT 10901	02 Dec 2024	Contract Aquatic, Xav Group Pty Ltd ta	24/25 Management Fee - Dec 2024 (2 of 5)	(16,940.00)	
EFT Pymt	EFT 10902	02 Dec 2024	York Laundromat	22 Nov 2024 Onsite Cabins Laundry fees	(64.02)	(30,217.40)
EFT Pymt	EFT 10903	02 Dec 2024	Telstra Limited	2024-12 Dec Telephone accounts	(1,959.71)	(1,959.71)
EFT Pymt	EFT 10904	13 Dec 2024	Avon Waste	2,078 Bin Collection FE 22, 29 Nov 24 inc Recycling Bins & 4 x Recycling Colle	(5,696.97)	
EFT Pymt	EFT 10905	13 Dec 2024	BSL - DMIRS Dept Mines, Industry Reg	2024-11 Nov 24 Collections x 1 (Lics 24/25: 19)	(56.65)	
EFT Pymt	EFT 10906	13 Dec 2024	Benara Nurseries	Civic Centre: Landscaping - flora	(311.93)	
EFT Pymt	EFT 10907	13 Dec 2024	Beverley Bakehouse and Cafe	Annual Electors Meeting, First Aid Training Refreshments: 4-5 Dec 2024	(523.80)	
EFT Pymt	EFT 10908	13 Dec 2024	Beverley Dome Roadhouse (BDR)	7,348 L Diesel @ \$1.6981/L GST incl	(12,477.63)	
EFT Pymt	EFT 10909	13 Dec 2024	Beverley Post News and Gifts (BPNG)	2024-11 Nov Newspaper Subscription & Stationery Purchases	(77.54)	
EFT Pymt	EFT 10910	13 Dec 2024	Beverley Station Arts Inc	Donation for the 2024 Community Christmas Concert, 21 Dec 2024	(2,000.00)	
EFT Pymt	EFT 10911	13 Dec 2024	Bluejay Ag Solutions	Oct - Nov 2024 Issues: Compilation of the Blarney	(2,000.00)	
EFT Pymt	EFT 10912	13 Dec 2024	Bookeasy Australia Pty Ltd	2024-11 Nov Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 10913	13 Dec 2024	CTF - Construction Training Fund (BCI	2024-11 Nov 24 Collections x 1 (Lics 24/25: 19)	(71.75)	
EFT Pymt	EFT 10914	13 Dec 2024	Complete Office Supplies Pty Ltd (COS	2024-11 Nov Stationery order	(664.16)	
EFT Pymt	EFT 10915	13 Dec 2024	Domus Nursery	Vincent Street Gardens: Landscaping - flora various	(312.46)	
EFT Pymt	EFT 10916	13 Dec 2024	Downer EDI Works P/L	Various rural roads: Emulsion Cationic rapid set bulk	(649.00)	
EFT Pymt	EFT 10917	13 Dec 2024	Earthstyle Contracting Pty Ltd	RRG2501 Mawson Rd: Construction of	(380,545.00)	
EFT Pymt	EFT 10918	13 Dec 2024	Focus Networks	2024-11 Nov Software as a Service & 2024/25 Nessus Vulnerability Scan	(3,559.55)	
EFT Pymt	EFT 10919	13 Dec 2024	HC Construction Services Pty Ltd	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 04 - Nov 2024	(118,651.50)	
EFT Pymt	EFT 10920	13 Dec 2024	Hello Perth - Travelwest Publications W	Tourism promotion: Bev Caravan Park - Advertising in Hello Perth fold out map	(665.50)	
EFT Pymt	EFT 10921	13 Dec 2024	MC Civil Contractors (MCC) Down Soul	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 04	(756,870.65)	
EFT Pymt	EFT 10922	13 Dec 2024	Michael Wilson	2024-12 Dec (Ed 482) Blarney: Printing & delivery	(250.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10923	13 Dec 2024	Node One Pty Ltd	2024-12 Dec NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 sh:	(89.00)	
EFT Pymt	EFT 10925	13 Dec 2024	Perth Patio Magic Pty Ltd	LBS2502 - Civic Centre Car Park: Payment 1	(5,700.00)	
EFT Pymt	EFT 10926	13 Dec 2024	Perth Regional Tourism Organisation In	Perth Caravan & Camping 2025 Expo - Stand hire (1/5 share)	(515.21)	
EFT Pymt	EFT 10927	13 Dec 2024	RJ Jas - All Mechanical and Electronics	Various plant: Parts & supplies	(452.00)	
EFT Pymt	EFT 10928	13 Dec 2024	Shire of Goomalling	Avon Valley Tourism website design - 1/5 share	(1,196.80)	
EFT Pymt	EFT 10929	13 Dec 2024	Staff - Daniel John Gibson	Reimbursement: Gym - batteries	(27.80)	
EFT Pymt	EFT 10930	13 Dec 2024	Staff - Stefan de Beer	Reimbursement: Meeting expenses re proposed 2025 Air Show	(26.08)	
EFT Pymt	EFT 10931	13 Dec 2024	Synergy	Street Lights: Nov 24; Self read x 8 01 Oct - 22 Nov 2024	(5,039.91)	
EFT Pymt	EFT 10933	13 Dec 2024	T-Bone Beverley	2024 Staff Christmas Vouchers x 33	(990.00)	
EFT Pymt	EFT 10934	13 Dec 2024	Wren Oil	Refuse Site: Collection of waste oil	(473.00)	
EFT Pymt	EFT 10935	13 Dec 2024	York Laundromat	26 - 29 Nov 2024 Onsite Cabins Laundry fees	(572.00)	(1,300,707.89)
EFT Pymt	EFT 10936	13 Dec 2024	Australia Post	2024-11 Nov Postage (within Aust)	(378.32)	
EFT Pymt	EFT 10937	13 Dec 2024	Bunnings Building Supplies P/L	Various bldgs: Hardware purchases	(601.61)	
EFT Pymt	EFT 10938	13 Dec 2024	Nutrien Water (nee Total Eden)	Rec Grnd Oval: Retic fittings	(607.79)	
EFT Pymt	EFT 10939	13 Dec 2024	T J Depiazzi & Sons	Vincent St Gardens: Tree mulch	(5,266.25)	
EFT Pymt	EFT 10940	13 Dec 2024	Team Global Express Pty Ltd (nee Toll	Freight Charges: 01 Nov 2024	(56.20)	(6,910.17)
EFT Pymt	EFT 10941	18 Dec 2024	Sharon Polgar	Rates refund (Credit bal) for Ass 51498 - 883 Kokeby East Rd, Beverley 6304	(184.20)	(184.20)
EFT Pymt	EFT 10942	23 Dec 2024	AITIS Specialists Pty Ltd	2024-11 Nov Fuel Tax Credits	(387.09)	
EFT Pymt	EFT 10943	23 Dec 2024	AMD Chartered Accountants	Audit fee for Deferred Pensioner Rates Certification for the year ending 30 June	(660.00)	
EFT Pymt	EFT 10944	23 Dec 2024	Arrow Bronze	Anglican Niche Wall: Single plaque for the Late Jack & Mary Thomas	(346.10)	
EFT Pymt	EFT 10945	23 Dec 2024	Avon Trading Pty Ltd	2024-11 Nov Hardware Purchases - Vincent St Mtce Officer	(1,348.05)	
EFT Pymt	EFT 10946	23 Dec 2024	Avon Valley Glass - AVG	LBN2501 Unit Refurb (U3) Blinds installation	(1,315.95)	
EFT Pymt	EFT 10947	23 Dec 2024	Avon Waste	2,078 Bin Collection FE 06, 13 Dec 24 inc Recycling Bins & 4 x Recycling Colle	(5,042.78)	
EFT Pymt	EFT 10948	23 Dec 2024	Beverley Bakehouse and Cafe	18-19 Dec 2024 - Fire at Gt Southern Hwy (near Caudle Rd): Sustenance	(379.70)	
EFT Pymt	EFT 10950	23 Dec 2024	Beverley Dome Roadhouse (BDR)	3,999 L Diesel @ \$1.5591/L GST excl	(6,858.29)	
EFT Pymt	EFT 10952	23 Dec 2024	Bluejay Ag Solutions	2024-12 Dec (Ed 482): Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 10954	23 Dec 2024	Chantelle Marie Meade	Council Meet - 18 Dec 2024: Catering	(300.00)	
EFT Pymt	EFT 10955	23 Dec 2024	Copyworld Toshiba	2024-11 Nov 24 Copy fees for 'Bert' Estudio 6525 AC	(480.82)	
EFT Pymt	EFT 10956	23 Dec 2024	Department of Planning Lands and Heri	2024-12 Dec: Leases M252204 & M355805	(389.57)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10958	23 Dec 2024	Focus Networks	2024-12 Dec Managed Proactive Service	(5,548.35)	
EFT Pymt	EFT 10959	23 Dec 2024	Freemasons Tavern - Two Story Devel	18 Dec 2024 - Fire at Gt Southern Hwy (near Caudle Rd): Sustenance	(659.25)	
EFT Pymt	EFT 10960	23 Dec 2024	Fulton Hogan Industries Pty Ltd	Various Rural Rds: Ezystreet	(1,795.20)	
EFT Pymt	EFT 10961	23 Dec 2024	HC Construction Services Pty Ltd	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 05 - Dec 2024	(85,316.00)	
EFT Pymt	EFT 10963	23 Dec 2024	Hutton and Northey Sales	Various plant: Parts	(1,274.99)	
EFT Pymt	EFT 10964	23 Dec 2024	JLT Risk Solutions Pty Ltd	2024/254 Regional Risk Coordinator Programme: 1 of 2 instalments	(4,856.50)	
EFT Pymt	EFT 10965	23 Dec 2024	Kleen West Distributors	Various bldgs: Cleaning products	(1,602.28)	
EFT Pymt	EFT 10966	23 Dec 2024	Landgate	Valuation Fees (GRV Interim Ctry-FESA) 2024/08: 14 Sep - 25 Oct 2024	(289.78)	
EFT Pymt	EFT 10967	23 Dec 2024	MC Civil Contractors (MCC) Down Soul	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 05	(388,685.75)	
EFT Pymt	EFT 10968	23 Dec 2024	Onsite Repairs	BE026 (PROL04): Repair tyre	(343.75)	
EFT Pymt	EFT 10969	23 Dec 2024	Scavenger Supplies Pty Ltd	Bev Fire Control Officers: Kestrel Handheld weather meters	(984.50)	
EFT Pymt	EFT 10970	23 Dec 2024	Synergy	Power use - Caravan Park: 15 Nov - 13 Dec 24	(2,078.52)	
EFT Pymt	EFT 10971	23 Dec 2024	T-Bone Beverley	2024 Staff Christmas Vouchers x 1	(30.00)	
EFT Pymt	EFT 10972	23 Dec 2024	Vanguard Publishing Pty Ltd	2025 Advertising of Bev Caravan Park & Cabins in the Australia's Golden Outba	(599.50)	
EFT Pymt	EFT 10973	23 Dec 2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 27 Nov, 03 Dec 2024	(693.00)	
EFT Pymt	EFT 10974	23 Dec 2024	Contract Aquatic, Xav Group Pty Ltd ta	24/25 Management Fee - Jan 2025 (3 of 5)	(16,940.00)	
EFT Pymt	EFT 10975	23 Dec 2024	York Laundromat	13 Dec 2024 Onsite Cabins Laundry fees	(448.36)	
EFT Pymt	EFT 10976	23 Dec 2024	Zircodata Pty Ltd	2024-11 Nov: Storage of Archives 226 x A1 Storage Boxes (Std Ctn)	(58.27)	(530,712.35)
EFT Pymt	EFT 10977	23 Dec 2024	Beverley Bowling and Croquet Club	2024 Christmas Party: Catering	(3,780.50)	
EFT Pymt	EFT 10978	23 Dec 2024	Beverley Supermarket & Liquor (IGA)	2024-11 Nov Purchases	(855.53)	
EFT Pymt	EFT 10979	23 Dec 2024	Boral Resources (WA) Ltd	Various Rds: Supply & spray 95/5 cutback bitumen	(37,650.20)	
EFT Pymt	EFT 10980	23 Dec 2024	Dept of Fire & Emergency Services (DF	2024/25 ESL (Option B) 2 of 4 quarterly payments	(43,947.35)	
EFT Pymt	EFT 10981	23 Dec 2024	Heidelberg Materials Australia Pty Ltd (i	Various Rds: 10mm washed granite delivered	(12,095.69)	
EFT Pymt	EFT 10982	23 Dec 2024	Officeworks Ltd	2024-11 Nov Stationery order	(111.99)	
EFT Pymt	EFT 10983	23 Dec 2024	Repco - Division of GPC Asia Pacific Pt	BE024 (PUTE16): Parts	(665.16)	
EFT Pymt	EFT 10984	23 Dec 2024	Team Global Express Pty Ltd (nee Toll	Freight Charges: 15 - 28 Nov 2024	(224.37)	
EFT Pymt	EFT 10985	23 Dec 2024	Telstra Limited	Fire SMS Service (TIM): Calls to 16 Dec 24 (14,414 msgs)	(3,393.63)	(102,724.42)
Direct Debit	DD 4831.01	03 Dec 2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4831.02	03 Dec 2024	National Mutual Retirement Fund	Superannuation contributions	(153.72)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4831.03	03 Dec 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(596.20)	
Direct Debit	DD 4831.04	03 Dec 2024	Macquarie Superannuation Plan	Superannuation contributions	(202.69)	
Direct Debit	DD 4831.05	03 Dec 2024	Australian Super	Superannuation contributions	(1,636.00)	
Direct Debit	DD 4831.06	03 Dec 2024	Aware Super Pty Ltd	Superannuation contributions	(7,503.59)	
Direct Debit	DD 4831.07	03 Dec 2024	Australian Retirement Trust (Super func	Superannuation contributions	(302.63)	
Direct Debit	DD 4831.08	03 Dec 2024	MLC MasterKey Personal Super	Superannuation contributions	(148.12)	
Direct Debit	DD 4831.09	03 Dec 2024	REST	Superannuation contributions	(54.28)	
Direct Debit	DD 4831.10	03 Dec 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(385.91)	
Direct Debit	DD 4831.11	03 Dec 2024	AMP Lifetime Super	Superannuation contributions	(214.46)	
Direct Debit	DD 4831.12	03 Dec 2024	UniSuper	Superannuation contributions	(301.06)	(12,699.31)
Direct Debit	DD 4842.01	17 Dec 2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4842.02	17 Dec 2024	National Mutual Retirement Fund	Superannuation contributions	(134.38)	
Direct Debit	DD 4842.03	17 Dec 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(515.84)	
Direct Debit	DD 4842.04	17 Dec 2024	Macquarie Superannuation Plan	Superannuation contributions	(319.23)	
Direct Debit	DD 4842.05	17 Dec 2024	Australian Super	Superannuation contributions	(1,636.00)	
Direct Debit	DD 4842.06	17 Dec 2024	Aware Super Pty Ltd	Superannuation contributions	(7,495.81)	
Direct Debit	DD 4842.07	17 Dec 2024	Australian Retirement Trust (Super func	Superannuation contributions	(426.71)	
Direct Debit	DD 4842.08	17 Dec 2024	MLC MasterKey Personal Super	Superannuation contributions	(143.01)	
Direct Debit	DD 4842.09	17 Dec 2024	REST	Superannuation contributions	(271.38)	
Direct Debit	DD 4842.10	17 Dec 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(386.88)	
Direct Debit	DD 4842.11	17 Dec 2024	AMP Lifetime Super	Superannuation contributions	(250.66)	
Direct Debit	DD 4842.12	17 Dec 2024	UniSuper	Superannuation contributions	(582.35)	(13,362.90)
Direct Debit	DD 4857.01	31 Dec 2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4857.02	31 Dec 2024	National Mutual Retirement Fund	Superannuation contributions	(145.50)	
Direct Debit	DD 4857.03	31 Dec 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(434.07)	
Direct Debit	DD 4857.04	31 Dec 2024	Macquarie Superannuation Plan	Superannuation contributions	(252.28)	
Direct Debit	DD 4857.05	31 Dec 2024	Australian Super	Superannuation contributions	(1,636.00)	
Direct Debit	DD 4857.06	31 Dec 2024	Aware Super Pty Ltd	Superannuation contributions	(7,206.59)	
Direct Debit	DD 4857.07	31 Dec 2024	Australian Retirement Trust (Super func	Superannuation contributions	(482.41)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4857.08	31 Dec 2024	MLC MasterKey Personal Super	Superannuation contributions	(112.36)	
Direct Debit	DD 4857.09	31 Dec 2024	REST	Superannuation contributions	(162.83)	
Direct Debit	DD 4857.10	31 Dec 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(395.36)	
Direct Debit	DD 4857.11	31 Dec 2024	AMP Lifetime Super	Superannuation contributions	(240.26)	
Direct Debit	DD 4857.12	31 Dec 2024	UniSuper	Superannuation contributions	(475.07)	(12,743.38)
Direct Debit	112	03 Dec 2024	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(464.62)	(464.62)
Direct Debit	112	03 Dec 2024	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(20.00)	(20.00)
Direct Debit	112	05 Dec 2024	12 - ANZ - BPAY	ANZ - BPAY	(128.70)	(128.70)
Direct Debit	112	05 Dec 2024	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	112	05 Dec 2024	8 - ANZ Transactive	ANZ Transactive	(83.00)	(83.00)
Direct Debit	112	17 Dec 2024	1 - Bank Charges	Bank Charges - Account servicing fee	(22.00)	(22.00)
Direct Debit	112	03 Dec 2024	3 - Payment for DoT	Payment for DoT	(6,272.15)	
Direct Debit	112	04 Dec 2024	3 - Payment for DoT	Payment for DoT	(5,286.60)	
Direct Debit	112	05 Dec 2024	3 - Payment for DoT	Payment for DoT	(2,101.95)	
Direct Debit	112	06 Dec 2024	3 - Payment for DoT	Payment for DoT	(2,061.90)	
Direct Debit	112	09 Dec 2024	3 - Payment for DoT	Payment for DoT	(1,419.10)	
Direct Debit	112	10 Dec 2024	3 - Payment for DoT	Payment for DoT	(2,110.35)	
Direct Debit	112	11 Dec 2024	3 - Payment for DoT	Payment for DoT	(4,738.20)	
Direct Debit	112	12 Dec 2024	3 - Payment for DoT	Payment for DoT	(486.45)	
Direct Debit	112	13 Dec 2024	3 - Payment for DoT	Payment for DoT	(845.70)	
Direct Debit	112	16 Dec 2024	3 - Payment for DoT	Payment for DoT	(29,905.10)	
Direct Debit	112	17 Dec 2024	3 - Payment for DoT	Payment for DoT	(1,625.90)	
Direct Debit	112	19 Dec 2024	3 - Payment for DoT	Payment for DoT	(4,416.05)	
Direct Debit	112	20 Dec 2024	3 - Payment for DoT	Payment for DoT	(2,985.05)	
Direct Debit	112	23 Dec 2024	3 - Payment for DoT	Payment for DoT	(10,230.70)	
Direct Debit	112	24 Dec 2024	3 - Payment for DoT	Payment for DoT	(5,606.65)	
Direct Debit	112	27 Dec 2024	3 - Payment for DoT	Payment for DoT	(2,354.30)	(82,446.15)
Direct Debit	EFT 10987	31 Dec 2024	WA Treasury Corporation	Loan 118 (New Sporting Complex) - Deb 23 of 33 Repayment: Dec 2024	(39,629.21)	(39,629.21)
Direct Debit	EFT 10888	27 Dec 2024	Credit Card - Shire of Beverley	2024-11 Nov Credit Card Purchases	(952.21)	(952.21)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
PAYMENTS RAISED IN CURRENT MONTH					(2,154,042.33)	(2,154,042.33)
WAGES & SALARIES						
EFT Pymt		04 Dec 2024	Wages & Salaries	FE - 03 Dec 2024	(65,426.34)	
EFT Pymt		18 Dec 2024	Wages & Salaries	FE - 17 Dec 2024	(68,456.83)	
EFT Pymt		31 Dec 2024	Wages & Salaries	FE - 31 Dec 2024	(64,975.92)	
WAGES & SALARIES					(198,859.09)	(198,859.09)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
Direct Debit	DD 4857.01	31 Dec 2024	Shadforth Portfolio Service - Super	Superannuation contributions	1,200.65	
Direct Debit	DD 4857.02	31 Dec 2024	National Mutual Retirement Fund	Superannuation contributions	145.50	
Direct Debit	DD 4857.03	31 Dec 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	434.07	
Direct Debit	DD 4857.04	31 Dec 2024	Macquarie Superannuation Plan	Superannuation contributions	252.28	
Direct Debit	DD 4857.05	31 Dec 2024	Australian Super	Superannuation contributions	1,636.00	
Direct Debit	DD 4857.06	31 Dec 2024	Aware Super Pty Ltd	Superannuation contributions	7,206.59	
Direct Debit	DD 4857.07	31 Dec 2024	Australian Retirement Trust (Super func	Superannuation contributions	482.41	
Direct Debit	DD 4857.08	31 Dec 2024	MLC MasterKey Personal Super	Superannuation contributions	112.36	
Direct Debit	DD 4857.09	31 Dec 2024	REST	Superannuation contributions	162.83	
Direct Debit	DD 4857.10	31 Dec 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	395.36	
Direct Debit	DD 4857.11	31 Dec 2024	AMP Lifetime Super	Superannuation contributions	240.26	
Direct Debit	DD 4857.12	31 Dec 2024	UniSuper	Superannuation contributions	475.07	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					12,743.38	12,743.38
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
OTHER AMENDMENTS/GENERAL JOURNALS					0.00	0.00

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
INVESTMENTS					0.00	
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					(2,340,158.04)	(2,340,158.04)
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
CEO - STEPHEN GOLLAN						
Credit card	13815	30 Oct 2024	Park Motor Body Builders	BE013 (PTRK04) - Parts	461.45	461.45
Credit card	1617942	09 Nov 2024	7 Eleven Carlisle	BE1 (PSDN18) - 29.28 L diesel @ \$1.719/L GST incl	50.33	511.78
Credit card	6386812194856921687	25 Nov 2024	Microsoft	Avondale - Office 365 Family subscription	139.00	650.78
DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)						
Credit card	106314	22 Nov 2024	Bev Bakehouse & Café	Bread for Annual windup	21.60	21.60
Credit card	132290-2	09 Nov 2024	Bev Dome Roadhouse	Fuel: ULP 16.97L @ \$1.809/L inc \$27.91 exc; Diesel 19.32L @ \$1.893/L inc \$32.30 exc	66.23	87.83
Credit card	34/NOV24	22 Nov 2024	T Bone & Son	Meat for Annual windup	53.74	141.57
MOW - STEPHEN VINCENT						
Credit card	C68773785-A	07 Nov 2024	Catch.com.au	Aquatic Blue solution for fountain	159.86	159.86
					0.00	952.21
						952.21

November 2024 transactions presented on 27 December 2024 (EFT 10986) Shire of Beverley Municipal Bank account

TRUST ACCOUNT DETAILS

PAYMENTS RAISED IN CURRENT MONTH

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - DECEMBER 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<i>PAYMENTS RAISED IN CURRENT MONTH</i>					<i>0.00</i>	<i>0.00</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>0.00</i>
TOTAL EXPENDITURE as reconciled to the DECMEBER 2024 BANK STATEMENTS						
Municipal Account Expenditure						(2,340,158.04)
Trust Account Expenditure						0.00
TOTAL EXPENDITURE for DECEMBER 2024						(2,340,158.04)

11.4 Accounts Paid by Authority – January 2025

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	19 February 2025
Applicant:	N/A
File Reference:	N/A
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	January 2025 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 December 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 & COUNCIL RESOLUTION
M12/0225

Moved Cr Martin

Seconded Cr Davis

That the List of Accounts as presented, be received:

January 2025:

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

Cheque vouchers

09 Jan 2025	1935-1936	(2)	\$	149.75	(authorised by CEO S Gollan and Cr D Davis)
29 Jan 2025	1937-1937	(1)	\$	90.00	(authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for January 2025 incl \$ 239.75 previously paid.

EFT vouchers

09 Jan 2025	EFT 10988-11006	(19)	\$	22,230.07	(authorised by CEO S Gollan and Cr D Davis)
09 Jan 2025	EFT 11007-11013	(7)	\$	4,638.49	(authorised by CEO S Gollan and Cr D Davis)
09 Jan 2025	EFT 11014-11014	(1)	\$	5,938.30	(authorised by CEO S Gollan and Cr D Davis)
15 Jan 2025	EFT 1-38	(38)	\$	67,457.84	(authorised by CEO S Gollan and DCEO S Marshall)
21 Jan 2025	EFT 11015-11030	(15)	\$	51,542.76	(authorised by DCEO S Marshall and Pres D White)
21 Jan 2025	EFT 11032-11034	(3)	\$	9,013.43	(authorised by DCEO S Marshall and Pres D White)
29 Jan 2025	EFT 11035-11057	(23)	\$	84,135.65	(authorised by CEO S Gollan and DCEO S Marshall)
30 Jan 2025	EFT 11058-11062	(5)	\$	5,409.60	(authorised by CEO S Gollan and DCEO S Marshall)
29 Jan 2025	EFT 1-37	(37)	\$	65,675.50	(authorised by CEO S Gollan and DCEO S Marshall)
31 Jan 2025	EFT 11065-11067	(3)	\$	7,652.34	(authorised by CEO S Gollan and DCEO S Marshall)
31 Jan 2025	EFT 11068-11068	(1)	\$	1,010.00	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for January 2025 incl	\$ 324,703.98	previously paid
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(2) Trust Fund – Account 016-259 838 128

Cheque vouchers

Nil vouchers

Total of cheque vouchers for January 2025 incl	\$	0.00 previously paid.
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EFT vouchers

Nil vouchers

Total of EFT vouchers for January 2025 incl	\$	0.00 previously paid.
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(3) Direct Debit Payments totalling \$ **34,090.78** previously paid.

(4) Credit Card Payments totalling \$ 1,840.50 previously paid.

CARRIED 8/0

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

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1935	09 Jan 2025	Origin Energy Retail Ltd	Town Hall: 2024-25 LP Gas cylinder rental: 2 x 45kg LP Gas cylinders	(100.00)	
Cheque #	1936	09 Jan 2025	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Jan - Feb 25	(49.75)	(149.75)
Cheque #	1937	29 Jan 2025	Origin Energy Retail Ltd	5 Short St: 2024-25 LP Gas cylinder rental x 2	(90.00)	(90.00)
EFT Pymt	EFT 10988	09 Jan 2025	Air & Power Pty Ltd	Sundry Plant (PSP99): Annual inspection for Westair WA35 air compressor	(551.27)	
EFT Pymt	EFT 10989	09 Jan 2025	Avon Trading Pty Ltd	2024-12 Dec Hardware Purchases	(3,476.31)	
EFT Pymt	EFT 10990	09 Jan 2025	Avon Waste	2,083 Bin Collection FE 20, 27 Dec 24 inc Recycling Bins & 4 x Recycling Collecti	(5,708.49)	
EFT Pymt	EFT 10991	09 Jan 2025	Beverley Electrical Services - BES	59 Smith St: Service call after lightning strike	(462.21)	
EFT Pymt	EFT 10992	09 Jan 2025	Beverley Gas and Plumbing Services -	Changerooms: Replace hot water system	(1,474.00)	
EFT Pymt	EFT 10993	09 Jan 2025	Beverley Post News and Gifts (BPNG)	2024-12 Dec Newspaper Subscription & Stationery Purchases	(495.42)	
EFT Pymt	EFT 10994	09 Jan 2025	Bookeasy Australia Pty Ltd	2024-12 Dec Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 10995	09 Jan 2025	Copyworld Toshiba	2024-12 Dec 24: Copy fees for 'Bert' & 'Ernie' Estudio 6525 AC copiers	(461.55)	
EFT Pymt	EFT 10996	09 Jan 2025	Derek Morrison	Bev Rlwy Art Station: Repair of station clock	(4,100.00)	
EFT Pymt	EFT 10997	09 Jan 2025	Hutton and Northey Sales	1TVJ103 (PTRL16): Parts	(7.18)	
EFT Pymt	EFT 10998	09 Jan 2025	Landgate	Valuation Fees - Mining Tenements 2024/08: 19 Nov - 03 Dec 2024	(9.05)	
EFT Pymt	EFT 10999	09 Jan 2025	Michael Wilson	2025-01 Jan (Ed 483) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 11000	09 Jan 2025	Node One Pty Ltd	2025-01 Jan NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 share	(89.00)	
EFT Pymt	EFT 11001	09 Jan 2025	Reap What You Sow	2024-11 Nov Gym Inductions x 4	(100.00)	
EFT Pymt	EFT 11002	09 Jan 2025	Services Australia (Child Support - D J	Payroll deductions	(707.72)	
EFT Pymt	EFT 11003	09 Jan 2025	Staff - Gaye Mather	Reimbursement: Stationery	(549.79)	
EFT Pymt	EFT 11004	09 Jan 2025	Synergy	Street Lights: 25 Nov - 24 Dec 24	(2,523.30)	
EFT Pymt	EFT 11005	09 Jan 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 11, 23 Dec 2024	(693.00)	
EFT Pymt	EFT 11006	09 Jan 2025	York Laundromat	24 - 31 Dec 2024 Onsite Cabins Laundry fees	(329.78)	(22,230.07)
EFT Pymt	EFT 11007	09 Jan 2025	Australia Post	2024-12 Dec Postage	(335.20)	
EFT Pymt	EFT 11008	09 Jan 2025	BOC Limited	Nov - Dec 2024 Cylinder Rental: Medical oxygen C size	(14.03)	
EFT Pymt	EFT 11009	09 Jan 2025	Beverley Supermarket & Liquor (IGA)	2024-12 Dec purchases	(2,885.73)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11010	09 Jan 2025	Bunnings Building Supplies P/L	Various bldgs: Hardware purchases	(510.25)	
EFT Pymt	EFT 11011	09 Jan 2025	Repco - Division of GPC Asia Pacific P	Various plant: Parts	(692.56)	
EFT Pymt	EFT 11012	09 Jan 2025	Supagas Pty Ltd	59 Smith St: 2024/25 Cylinder Rental 2 x 45kg cylinders	(99.00)	
EFT Pymt	EFT 11013	09 Jan 2025	Team Global Express Pty Ltd (nee Toll	Freight charges: 15 Nov - 11 Dec 2024	(101.72)	(4,638.49)
EFT Pymt	EFT 11014	09 Jan 2025	Mining Wear Parts	BE029 (PGRD05): Grader blades	(5,938.30)	(5,938.30)
EFT Pymt	EFT 11015	21 Jan 2025	AITIS Specialists Pty Ltd	2024-12 Dec Fuel Tax Credits	(286.88)	
EFT Pymt	EFT 11016	21 Jan 2025	ATO - Australian Tax Office	2024-12 Dec BAS Obligation (incl FBT contribution \$8,863)	(12,527.00)	
EFT Pymt	EFT 11017	21 Jan 2025	Avon Valley Glass - AVG	LBS2401 Civic Centre: Blind installations	(6,484.75)	
EFT Pymt	EFT 11018	21 Jan 2025	BSL - DMIRS Dept Mines, Industry Reg	2024-12 Dec 24 Collections x 7 (Lics 24/25: 08, 15, 20, 21, 22, 23, 24)	(1,501.46)	
EFT Pymt	EFT 11019	21 Jan 2025	Beverley Dome Roadhouse (BDR)	8,300 L Diesel @ \$1.6327/L GST excl	(14,906.80)	
EFT Pymt	EFT 11020	21 Jan 2025	Bluejay Ag Solutions	2025-01 Jan (Ed 483): Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 11021	21 Jan 2025	CTF - Construction Training Fund (BCI	2024-12 Dec 24 Collections x 2 (Lics 24/25: 08, 23)	(1,143.50)	
EFT Pymt	EFT 11022	21 Jan 2025	Central Regional TAFE	Enrolment Certificate II in Automotive Servicing Technology: Jeffrey Etheridge	(77.41)	
EFT Pymt	EFT 11024	21 Jan 2025	Kleen West Distributors	Various bldgs: Cleaning products	(997.81)	
EFT Pymt	EFT 11025	21 Jan 2025	LED Signs Pty Ltd	Rec Ground Scoreboard: Servicing of	(756.25)	
EFT Pymt	EFT 11026	21 Jan 2025	RA-AN Enterprises	AGRN1061 Gravel supply, water supply & spoil dumping: Pushing of gravel	(4,103.00)	
EFT Pymt	EFT 11027	21 Jan 2025	Reap What You Sow	2024-12 Dec Gym Inductions x 1	(25.00)	
EFT Pymt	EFT 11028	21 Jan 2025	Shazmac Plumbing	Various buildings: Plumbing works	(2,729.10)	
EFT Pymt	EFT 11029	21 Jan 2025	St John Ambulance WA Ltd	First aid training: 04 Dec 2024	(4,940.00)	
EFT Pymt	EFT 11030	21 Jan 2025	Staff - Jennifer Cameron-Mackintosh	Reimbursement: Police clearance	(63.80)	(51,542.76)
EFT Pymt	EFT 11032	21 Jan 2025	FD & SR Aynsley & Co	Gravel Royalties: Jul - Dec 2024	(5,423.00)	
EFT Pymt	EFT 11033	21 Jan 2025	York Auto Electrics (Tarran Nelsen Pty	BE000 (PUTE12): Air con repairs	(3,558.08)	
EFT Pymt	EFT 11034	21 Jan 2025	York Landscape Supplies	Unit 3 Hunt Rd Village: Supplies	(32.35)	(9,013.43)
EFT Pymt	EFT 11035	29 Jan 2025	Avon Waste	2,083 Bin Collection FE 03, 10 Jan 25 inc Recycling Bins & 4 x Recycling Collecti	(5,708.49)	
EFT Pymt	EFT 11036	29 Jan 2025	Batteries Plus (Aussie IT)	Vehicle Licensing: Toner supply	(324.61)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11037	29 Jan 2025	Chemdry Betta Finish - JK Lilleyman	Various bldgs: Carpet cleaning	(4,312.18)	
EFT Pymt	EFT 11038	29 Jan 2025	Contract Aquatic, Xav Group Pty Ltd ta	24/25 Management Fee - Feb 2025 (4 of 5) & chemical supplies	(19,028.00)	
EFT Pymt	EFT 11039	29 Jan 2025	Copyworld Toshiba	Freight on toner supplies - 21 Jan 2025	(9.90)	
EFT Pymt	EFT 11040	29 Jan 2025	Country Copiers Northam (DA Gardner Stationery: A3 paper supplies		(1,753.50)	
EFT Pymt	EFT 11041	29 Jan 2025	Department of Planning Lands and Heri	2025-01 Jan: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 11042	29 Jan 2025	Distinctive Pools Pty Ltd	LBS2402 - Swim Pool Redev Stage 1 - Progress pymt 01	(24,380.55)	
EFT Pymt	EFT 11043	29 Jan 2025	Focus Networks	2025-01 Jan Computer Support	(5,553.35)	
EFT Pymt	EFT 11044	29 Jan 2025	Kleen West Distributors	Various bldgs: Cleaning products	(620.40)	
EFT Pymt	EFT 11045	29 Jan 2025	Landgate	Valuation Fees - Mining Tenements 2025/01: 04 Dec 2024 - 10 Jan 2025	(9.05)	
EFT Pymt	EFT 11046	29 Jan 2025	Leonard St Georgio	2025 Aust Day celebrations at Bev Swim Pool: DJ services	(600.00)	
EFT Pymt	EFT 11047	29 Jan 2025	MAL Automotives Pty Ltd	BE000 (PUTE12): Scheduled service	(779.78)	
EFT Pymt	EFT 11048	29 Jan 2025	MJB Industries	RTR2501 - Waterhatch Rd: Culvert supplies	(3,031.13)	
EFT Pymt	EFT 11049	29 Jan 2025	RJ Jas - All Mechanical and Electronics	Various plant: Parts	(908.88)	
EFT Pymt	EFT 11050	29 Jan 2025	Services Australia (Child Support - D J	Payroll deductions	(603.06)	
EFT Pymt	EFT 11051	29 Jan 2025	Shire of Beverley	Retention fee 01 on Progress pymt 01 (LBS2402 - Swim Pool Redev Stage 1)	(2,708.95)	
EFT Pymt	EFT 11052	29 Jan 2025	Shire of Merredin	Caravan Park & Station Gallery: Area Promotion - Eastern Wheatbelt Visitors Guid	(250.00)	
EFT Pymt	EFT 11053	29 Jan 2025	Synergy	2025-01 Jan Power invoices	(11,301.09)	
EFT Pymt	EFT 11054	29 Jan 2025	Total Packaging (WA) Pty Ltd	Various: Dog poo bags	(596.20)	
EFT Pymt	EFT 11055	29 Jan 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 08, 14 Jan 2025	(895.13)	
EFT Pymt	EFT 11056	29 Jan 2025	York Laundromat	07 - 14 Jan 2025 Onsite Cabins Laundry fees	(313.56)	
EFT Pymt	EFT 11057	29 Jan 2025	Zircodata Pty Ltd	2024-12 Dec: Storage of Archives 226 x A1 Storage Boxes (Std Ctn)	(58.27)	(84,135.65)
EFT Pymt	EFT 11058	30 Jan 2025	Bunnings Building Supplies P/L	Various bldgs: Hardware purchases	(470.61)	
EFT Pymt	EFT 11059	30 Jan 2025	Elite Pool and Spa Covers	Swim Pool: Supplies	(929.50)	
EFT Pymt	EFT 11060	30 Jan 2025	Officeworks Ltd	Onsite cabins: Supplies	(149.19)	
EFT Pymt	EFT 11061	30 Jan 2025	Team Global Express Pty Ltd (nee Toll	Freight charges: 11 Nov 24 - 15 Jan 25	(165.42)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11062	30 Jan 2025	Telstra Limited	2025-01 Jan Telephone accounts	(3,694.88)	(5,409.60)
EFT Pymt	EFT 11065	31 Jan 2025	Beverley Dome Roadhouse (BDR)	4,004 L Diesel @ \$1.6682/L GST excl	(7,347.34)	
EFT Pymt	EFT 11066	31 Jan 2025	Michael Wilson	2025-02 Feb (Ed 484) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 11067	31 Jan 2025	Staff - Simon Marshall	Reimbursement: Tourism meet, Northam, 30 Jan 2025 - Refreshments	(55.00)	(7,652.34)
EFT Pymt	EFT 11068	31 Jan 2025	Quest Innaloo - Thoman Management F	DoT Training 03 - 07 Feb 2025: Jennifer Cameron-Mackintosh: Accommodation	(1,010.00)	(1,010.00)
Direct Debit	DD 4872.01	14 Jan 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4872.02	14 Jan 2025	National Mutual Retirement Fund	Superannuation contributions	(209.63)	
Direct Debit	DD 4872.03	14 Jan 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(555.70)	
Direct Debit	DD 4872.04	14 Jan 2025	Macquarie Superannuation Plan	Superannuation contributions	(323.38)	
Direct Debit	DD 4872.05	14 Jan 2025	Australian Super	Superannuation contributions	(1,636.00)	
Direct Debit	DD 4872.06	14 Jan 2025	Aware Super Pty Ltd	Superannuation contributions	(7,487.47)	
Direct Debit	DD 4872.07	14 Jan 2025	Australian Retirement Trust (Super func	Superannuation contributions	(409.09)	
Direct Debit	DD 4872.08	14 Jan 2025	MLC MasterKey Personal Super	Superannuation contributions	(40.86)	
Direct Debit	DD 4872.09	14 Jan 2025	REST	Superannuation contributions	(271.38)	
Direct Debit	DD 4872.10	14 Jan 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(390.76)	
Direct Debit	DD 4872.11	14 Jan 2025	AMP Lifetime Super	Superannuation contributions	(212.73)	
Direct Debit	DD 4872.12	14 Jan 2025	UniSuper	Superannuation contributions	(367.80)	(13,105.45)
Direct Debit	DD 4886.01	28 Jan 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
Direct Debit	DD 4886.02	28 Jan 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(627.37)	
Direct Debit	DD 4886.03	28 Jan 2025	Macquarie Superannuation Plan	Superannuation contributions	(323.38)	
Direct Debit	DD 4886.04	28 Jan 2025	Australian Super	Superannuation contributions	(1,703.75)	
Direct Debit	DD 4886.05	28 Jan 2025	Aware Super Pty Ltd	Superannuation contributions	(7,435.89)	
Direct Debit	DD 4886.06	28 Jan 2025	Australian Retirement Trust (Super func	Superannuation contributions	(367.78)	
Direct Debit	DD 4886.07	28 Jan 2025	REST	Superannuation contributions	(244.24)	
Direct Debit	DD 4886.08	28 Jan 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(385.91)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4886.09	28 Jan 2025	AMP Lifetime Super	Superannuation contributions	(217.58)	
Direct Debit	DD 4886.10	28 Jan 2025	UniSuper	Superannuation contributions	(299.72)	
Direct Debit	DD 4886.11	28 Jan 2025	National Mutual Retirement Fund	Superannuation contributions	(174.70)	(12,980.97)
Direct Debit	113	03 Jan 2025	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(588.95)	(588.95)
Direct Debit	113	03 Jan 2025	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(24.91)	(24.91)
Direct Debit	113	07 Jan 2025	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	113	07 Jan 2025	12 - ANZ - BPAY	ANZ - BPAY	(66.00)	(66.00)
Direct Debit	113	07 Jan 2025	8 - ANZ Transactive	ANZ Transactive	(110.50)	(110.50)
Direct Debit	113	17 Jan 2025	1 - Bank Charges	Bank Charges - Account servicing fee	(22.00)	(22.00)
Direct Debit	113	28 Jan 2025	3 - Payment for DoT	Payment for DoT	(22.90)	
Direct Debit	113	20 Jan 2025	3 - Payment for DoT	Payment for DoT	(202.25)	(225.15)
Direct Debit	EFT 11063	23 Jan 2025	WA Treasury Corporation	Gov Guarantee Fee on Loans 118, 120, 121 to 31 Dec 2024	(6,889.85)	(6,889.85)
Direct Debit	EFT 11064	24 Jan 2025	Credit Card - Shire of Beverley	2024-12 Dec Credit Card Purchases	(1,840.50)	(1,840.50)
PAYMENTS RAISED IN CURRENT MONTH					(227,741.67)	(227,741.67)

WAGES & SALARIES

EFT Pymt	15 Jan 2025	Wages & Salaries	FE - 14 Jan 2025	(67,457.84)	
EFT Pymt	29 Jan 2025	Wages & Salaries	FE - 28 Jan 2025	(65,675.50)	

UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT

Cheque #	1937	29 Jan 2025	Origin Energy Retail Ltd	5 Short St: 2024-25 LP Gas cylinder rental x 2	90.00	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					90.00	90.00

PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS

Direct Debit	DD 4857.01	31 Dec 2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,200.65)	
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SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4857.02	31 Dec 2024	National Mutual Retirement Fund	Superannuation contributions	(145.50)	
Direct Debit	DD 4857.03	31 Dec 2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(434.07)	
Direct Debit	DD 4857.04	31 Dec 2024	Macquarie Superannuation Plan	Superannuation contributions	(252.28)	
Direct Debit	DD 4857.05	31 Dec 2024	Australian Super	Superannuation contributions	(1,636.00)	
Direct Debit	DD 4857.06	31 Dec 2024	Aware Super Pty Ltd	Superannuation contributions	(7,206.59)	
Direct Debit	DD 4857.07	31 Dec 2024	Australian Retirement Trust (Super func	Superannuation contributions	(482.41)	
Direct Debit	DD 4857.08	31 Dec 2024	MLC MasterKey Personal Super	Superannuation contributions	(112.36)	
Direct Debit	DD 4857.09	31 Dec 2024	REST	Superannuation contributions	(162.83)	
Direct Debit	DD 4857.10	31 Dec 2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(395.36)	
Direct Debit	DD 4857.11	31 Dec 2024	AMP Lifetime Super	Superannuation contributions	(240.26)	
Direct Debit	DD 4857.12	31 Dec 2024	UniSuper	Superannuation contributions	(475.07)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(12,743.38)	(12,743.38)

OTHER AMENDMENTS/GENERAL JOURNALS

OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
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INVESTMENTS

0.00

TOTAL EXPENDITURE for MUNICIPAL ACCOUNT	(373,528.39)	(373,528.39)
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CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT**CEO - STEPHEN GOLLAN**

Credit card	6457 1321	29 Nov 2024	Dan Murphys	Councillor Refreshments	143.89	143.89
Credit card	11002788	29 Nov 2024	Little Guildford	Proposed Air Show 2025 meet with McLeods (lawyers) - Refreshments	86.00	229.89
Credit card	7116756	28 Nov 2024	Multispares Ltd	BE013 (PTRK04) - Parts	253.31	483.20
Credit card	005620	16 Dec 2024	Woolworths Mundaring	2024 Staff hampers - 34 x chocolates	298.00	781.20
Credit card	3067133	17 Dec 2024	Hare & Forbes	Minor plant purchase - drill press	1,059.30	1,840.50

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - JANUARY 2025

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)						
Credit card						0.00
MOW - STEPHEN VINCENT						
Credit card						0.00
					<u>0.00</u>	<u>1,840.50</u>
						1,840.50

December 2024 transactions presented on 24 January 2025 (EFT 11064) Shire of Beverley Municipal Bank account

TRUST ACCOUNT DETAILS**PAYMENTS RAISED IN CURRENT MONTH****PAYMENTS RAISED IN CURRENT MONTH**0.00 0.00**PAYMENTS UNPRESENTED IN CURRENT BANK #****PAYMENTS UNPRESENTED IN CURRENT BANK #**0.00 0.00**PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS****PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS**0.00 0.00**OTHER AMENDMENTS / GENERAL JOURNALS****OTHER AMENDMENTS / GENERAL JOURNALS**0.00 0.00**TOTAL EXPENDITURE for TRUST ACCOUNT**0.00**TOTAL EXPENDITURE as reconciled to the JANUARY 2025 BANK STATEMENTS**

Municipal Account Expenditure

(373,528.39)

Trust Account Expenditure

0.00**TOTAL EXPENDITURE for JANUARY 2025****(373,528.39)**

11.5 Community Grants – 2024/25 Round 2

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	5 February 2025
Applicant:	Various Applicants
File Reference:	ADM 0428
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	Occurs every August & February
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to consider awarding various grants as presented, in the Shire of Beverley 2024/25 Round 2 Community Grants Program.

BACKGROUND

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

COMMENT

The second round of Community Grants for 2024/25 financial year was advertised in the January 2025 Beverley Blarney and on the Shire of Beverley website. Applications opened on 2nd January and closed on 31st January 2025.

One application was received for a Major Grant.

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

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

The total major grant funding requested is \$3,400.00.

After the first round of Grants were awarded in August 2024, there is only \$1,000.00 for Major Grants and \$8,000.00 remaining for Minor Grants. It is recommended that the balance be combined to assist as many groups as possible. Council has previously done this in several other January rounds.

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

Club/Group	Members	Major Grants - Activity	Amount Requested	Amount Recommended
Beverley Hockey Club	71 members	<p>Major Category: Sport & Recreation Total Project Cost: \$6,800.00</p> <p>Project as described by applicant: The Beverley Hockey Club is looking to replace its current heavy hockey goals with lightweight, portable ones that can be moved easily by one person. Right now, the existing goals require wheels and 3–4 people to shift them, which makes it hard to use them for training and games, especially on a shared oval. New portable goals would give all players, including juniors (with adult supervision), the chance to train anytime without waiting for help or specific training days. This would make it easier for players to practice more often, improve their skills, and enjoy the sport.</p> <p>The current goals will be donated to the local school, where they'll give students more opportunities to play hockey during school hours and after-school activities. This will help introduce more kids to the sport, encouraging them to get involved and possibly join the club in the future. The project will also make it easier to share the oval with other sports and community groups, helping to keep the space open and accessible to everyone.</p> <ul style="list-style-type: none"> ▪ 2nd Application ▪ Incorporated 	\$3,400.00	\$3,400.00

2024/25 Budget \$20,000.00	Remaining Balances	Amount requested
Minor Grants - \$1,000 or less	\$8,000.00	\$0,000.00
Major Grants - \$1,001 - \$5,000	\$1,000.00	\$3,400.00
Total	\$9,000.00	\$3,400.00
Personal Development 2024/25 Budget \$2,000.00	\$2,000.00	Nil

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Community Grant Program

2024/25 Total Minor Grants \$10,000 – Available funds balance: \$8,000.00

2024/25 Total Major Grants \$10,000 – Available funds balance: \$1,000.00

STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community

4. Civic Leadership

Strategic Priorities: 2.3 Active and Healthy Community

4.1 Community and customer focus

4.3 Responsible planning

RISK IMPLICATIONS

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

Consequence	Insignificant	Minor	Moderate	Major	Catastrophic
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.

POLICY IMPLICATIONS

Community Grant Policy

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M13/0225

Moved Cr Brown

Seconded Cr Davis

That Council combine the major and minor funding grants to award the following Community Grant under the second round of submissions for the 2024/25 financial year:

1. Beverley Hockey Club \$3,400.00

CARRIED BY ABSOLUTE MAJORITY 8/0

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

11.6 Councillor Superannuation

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	5 February 2025
Applicant:	Administration
File Reference:	ADM 0101
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to consider paying superannuation to council members.

BACKGROUND

New provisions regarding Local Governments providing superannuation to council members were passed on 1 February 2025.

The changes are part of the implementation of the *Local Government Amendment Act 2024*.

This reform was made to encourage greater diversity across Local Governments, as well as assisting to attract and retain Council members. Superannuation payments for Council members also acknowledges the significant dedication and investment of time a Council member commits to their role.

Previously, if a Local Government wanted to offer superannuation to council members, it had to become an “Eligible Governing Body” (EGB) under Division 446 of the Taxation Administration Act 1953. This required a unanimous council resolution.

New sections 5.99B to 5.99E of the *Local Government Act 1995* allow Local Governments to pay superannuation to council members, through a decision-making process which requires an absolute majority decision.

From 19 October 2025 it will be compulsory for tier 1 and 2 Local Governments to pay superannuation to Council members. This will remain optional for tier 3 and 4. The Shire of Beverley is tier 4.

Individual Council members may still choose to 'opt out' of receiving superannuation even where a Local Government resolves to pay superannuation.

COMMENT

When the reforms were being discussed and debated, the Shire of Beverley provided the following commentary to both WALGA and the Department of Local Government in January 2022 under ‘Local Government Reform – Consultation on Proposed Reforms, 5.4 Local Governments May Pay Superannuation Contributions for Elected Members’:

Do not support.

Council has serious concerns that individuals may run for a position on Council purely for financial gain rather than in the best interest of the Community.

As elected members are now paid under the Band 4 entitlement, these fees and allowances more than recognise the commitment of our time and ensure there are no out of pocket expenses involved in our 'volunteer role'. Elected members can under current arrangements voluntarily decide to have all or a portion of their allowances paid into a superannuation fund, should they so wish.

Introducing a superannuation will place a further burden on our ratepayer with which we do not wish to be associated.

In a Local Government Election year, Council are asked to consider if the 2022 discussion and result still stands or whether it thinks introducing superannuation payments may assist in attracting more community members to run for Council and serve their community? Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people.

Should Council choose to introduce superannuation the following applies:

- Members are required to nominate their superannuation fund. Payments will not be made to an employer nominated fund on their behalf.
- Superannuation will be payable on sitting fees and some allowances, such as Mayoral and Deputy Mayoral Allowances and Extra Meeting Allowances. Superannuation is not payable on expense allowances (allowance expected to be fully expended). This is an area that needs to be further explored by WALGA, to be advised at a later date.
- Reimbursement of expenses will not accrue superannuation.

STATUTORY ENVIRONMENT

New sections 5.99B to 5.99E of the *Local Government Act 1995*

5.99B. Superannuation for council members: main provisions

(1) In this section and sections 5.99C to 5.99E —

remuneration has the same meaning that it has in the *Superannuation Guarantee (Administration) Act 1992* (Commonwealth) section 11(1)(e);

superannuation contribution payment, in relation to a council member, means —

- (a) a payment of a prescribed type that is towards, or otherwise relates to, superannuation or retirement benefits for the council member; or
- (b) in the absence of regulations made for the purposes of paragraph (a) — a payment that is a contribution to an account that —
 - (i) is nominated by the council member to the local government; and

- (ii) is for superannuation or retirement benefits from a scheme or fund to which the *Superannuation Guarantee (Administration) Act 1992* (Commonwealth) applies.

- (2) A local government may decide* to pay superannuation contribution payments for its council members under this section.

** Absolute majority required.*

- (3) A local government may revoke* a decision made by it under subsection (2).

** Absolute majority required.*

- (4) Regulations may require a local government, for which no decision under subsection (2) is in effect, to pay superannuation contribution payments for its council members under this section.

- (5) Regulations may make provision for determining —

- (a) when a superannuation contribution payment for a council member is payable; and
- (b) the amount of a superannuation contribution payment for a council member.

- (6) Subsections (7) and (8) apply in the absence of regulations made for the purposes of subsection (5).

- (7) A superannuation contribution payment for a council member is payable with, and at the same time as, any remuneration of the council member paid by the local government.

- (8) The amount of the superannuation contribution payment is the amount that the local government would have been required to contribute under the *Superannuation Guarantee (Administration) Act 1992* (Commonwealth) as superannuation if —

- (a) the council member were an employee of the local government for the purposes of that Act; and
- (b) the remuneration were salary or wages of the council member for the purposes of that Act.

- (9) This section is subject to sections 5.99C and 5.99D.

[Section 5.99B inserted: No. 47 of 2024 s. 63.]

5.99C. Superannuation for council members: opt outs

- (1) This section applies to a local government —

- (a) for which a decision under section 5.99B(2) is in effect; or
- (b) to which a requirement under regulations made for the purposes of section 5.99B(4) applies.

- (2) A council member may, by written notice to the CEO (an **opt-out notice**), opt out of superannuation contribution payments.

- (3) An opt-out notice remains in effect unless, and until, the council member, by written notice to the CEO, revokes the opt-out notice.
- (4) If an opt-out notice is in effect, the local government cannot pay a superannuation contribution payment for the council member under section 5.99B.

Note for this subsection:

If an opt-out notice is revoked, the local government cannot pay a superannuation contribution payment for the council member that the local government could not previously pay because of this subsection.

[Section 5.99C inserted: No. 47 of 2024 s. 63.]

5.99D. Superannuation for council members: other exceptions

- (1) This section applies to a local government —
 - (a) for which a decision under section 5.99B(2) is in effect; or
 - (b) to which a requirement under regulations made for the purposes of section 5.99B(4) applies.
- (2) A local government cannot pay a superannuation contribution payment for a council member under section 5.99B at any time when the *Taxation Administration Act 1953* (Commonwealth) Schedule 1 section 12-45(1)(e) applies in relation to the local government.
- (3) Subsection (4) applies in the absence of regulations made for the purposes of paragraph (a) of the definition of **superannuation contribution payment** in section 5.99B(1).
- (4) A local government cannot pay a superannuation contribution payment for a council member under section 5.99B if the council member has not, before the time at which the superannuation contribution payment must be paid, nominated an account to the local government as referred to in paragraph (b) of the definition of **superannuation contribution payment** in section 5.99B(1).
- (5) Regulations may prescribe circumstances in which a local government —
 - (a) cannot pay a superannuation contribution payment for a council member under section 5.99B; or
 - (b) can pay only a portion of the amount of each superannuation contribution payment for a council member under section 5.99B.
- (6) Regulations may make provision for determining the portion referred to in subsection (5)(b).

Note for this section:

A superannuation contribution payment, or a portion of a superannuation contribution payment, that a local government cannot pay for a council member under subsection (2) or (4), or under a provision of regulations made for the purposes of subsection (5), cannot be paid by the local government after the subsection or provision of regulations has ceased to apply. For example, if a local government cannot pay a superannuation contribution payment for a council member under subsection (2), the local government cannot pay the superannuation contribution payment after the *Taxation Administration Act 1953* (Commonwealth) Schedule 1 section 12-45(1)(e) ceases to apply in relation to the local government.

[Section 5.99D inserted: No. 47 of 2024 s. 63.]

5.99E. Superannuation for council members: supplementary provisions

- (1) For the purposes of subsection (2), this subsection applies to a case in which —
 - (a) section 5.102AB, 8.29(5)(b) or 8.30B(4)(b) applies in relation to an annual allowance or annual fee paid in advance to a person (the **relevant person**); and
 - (b) the local government paid a superannuation contribution payment for the relevant person under section 5.99B wholly or partly by reference to, or otherwise in connection with, the annual allowance or annual fee.
- (2) Regulations may, in respect of a case to which subsection (1) applies, make provision —
 - (a) requiring the relevant person to pay the local government an amount (the **returnable amount**) that is equal to a percentage of the amount of the superannuation contribution payment; and
 - (b) for determining that percentage (which may be 100%); and
 - (c) for the local government to recover the returnable amount if it is not paid.
- (3) In making a determination under the *Salaries and Allowances Act 1975* section 7B, the Salaries and Allowances Tribunal must not take into account either of the following —
 - (a) the payment of superannuation contribution payments by a local government under section 5.99B;
 - (b) a local government's power to decide to pay, or its duty to pay, superannuation contribution payments under section 5.99B.
- (4) Nothing in section 5.99B, 5.99C or 5.99D or this section, or that is done under section 5.99B, 5.99C or 5.99D or this section, makes a council member an employee of the local government.
- (5) A superannuation contribution payment paid by a local government under section 5.99B is not salary for the purposes of any written law.

CONSULTATION

Council

FINANCIAL IMPLICATIONS

2025/26 Budget allocation to be made if the Officer's Recommendation is approved.

Example on the current budget;

8 councillors (including President) with payment in September

$\$50,555 \times 12\% = \$6,066.60$

7 councillors (including President) with payment in March

$\$46,435 \times 12\% = \$5,572.20$

Total \$11,638.80

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.2 Continuous organisation improvement
4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Individuals may choose to nominate to Council for financial reasons rather than to volunteer for their community.

Individuals may choose not to nominate for Council if they are not acknowledged for their time and contribution.

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

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

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M14/0225

Moved Cr Martin

Seconded Cr Ridgway

That Council pays superannuation to Elected Members in line with superannuation guarantee requirements from 19 October 2025.

LOST BY ABSOLUTE MAJORITY 0/8

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

Cr Martin declared an interest of impartiality for Agenda Item 11.7 Start Up Contribution Request – Beverley River Care Group, as her husband is part of the steering committee. Cr Martin was not required to leave the meeting.

11.7 Start Up Contribution Request – Beverley River Care Group

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	31 January 2025
Applicant:	Beverley River Care Group – Tim Law
File Reference:	ADM 0226
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Cr Martin
Attachments:	Nil

SUMMARY

Council to consider a one-time start up financial contribution to the Beverley River Care Group.

BACKGROUND

The Beverley River Care Group held its first meeting on to establish their name, purpose and office bearers. The Beverley River Care Group has been established to support the preservation and enhancement of local waterways. The health of the Avon River is a community concern, and the Beverley River Care Group provides an opportunity to progress past investigations conducted by the Rivers Commission and various other parties.

COMMENT

The group are seeking financial assistance in the form of a one-off startup contribution of \$700.00 from the Shire of Beverley. The funds will assist with their incorporation fees, website establishment, potential grant funding co-contributions, research, printing and hire fees. These items are generally not eligible expenditure under the Shire's Community Grant scheme.

The group has begun engaging with many stakeholders, including local and regional community groups, the Department of Water, and it will contact Indigenous families, to ensure broad input and informed decision-making. Their collaboration will help guide culturally and environmentally sympathetic choices in future projects.

It is expected this group will play a vital role in the consultation process as the Shire of Beverley progresses with the implementation of the Beverley Trails Master Plan. Past Shire trail initiatives have benefited from strong community group involvement, including the Beverley Naturalist Club and the Friends of the Dale River Group. The group is expected to be instrumental in the consultation process, maintenance and improvement of the Avon River Walk and the proposed Commonage Hill Trail project which grant funding has been awarded for.

It is the view of Shire Staff that Mr Tim Law has approached the group's formation with professionalism and diligence, ensuring a strong foundation for meaningful

community involvement and environmental stewardship, therefor the officer's recommendation will be to approve the startup contribution of \$700.00

STATUTORY ENVIRONMENT

Nil

CONSULTATION

Council

FINANCIAL IMPLICATIONS

The \$700.00 is unbudgeted however there is approximately \$5,000.00 remaining in the Community Initiative program which can be utilised.

STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community

3. Environment

4. Civic Leadership

Strategic Priorities: 2.3 Active and Healthy Community

3.1 Diverse recreation leisure activities amongst natural assets

3.3 Natural resources are sustainably managed

4.1 Community and customer focus

4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

It is considered that the proposed contribution has minimal risk. The Shire of Beverley has both granted and declined similar requests. The establishment of this group should compliment Shire aspirations.

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

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M15/0225

Moved Cr Davis

Seconded Cr Maxwell

That Council provide a one-off startup contribution of \$700.00 to the Beverley River Care Group Incorporated, with a brief report to be provided to Council in twelve months outlining how the funds were expended and the activities of the Group.

CARRIED BY ABSOLUTE MAJORITY 8/0

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

11.8 2024/25 Budget Review

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	19 February 2025
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2024/25 Budget Review Statement of Financial Activity.

SUMMARY

Council to consider adopting the 2024/25 Budget Review as recommended by the Audit and Risk Committee.

BACKGROUND

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

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

COMMENT

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

Any savings realised or over expenditure incurred as at 31 December 2024 has been included in forward projections.

In summary, it is forecast that a budget surplus of \$196,404.00 may be realised as at 30 June 2025.

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

The Audit and Risk Committee reviewed the 2024/25 Budget Review at its 19 February 2025 meeting and recommends that it be adopted.

STATUTORY ENVIRONMENT

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

(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.2 Continuous organisational improvement
4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete a Budget Review would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Approval of this item will mitigate the consequences.

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.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE'S RECOMMENDATION & COUNCIL RESOLUTION

M16/0225

Moved Cr Ridgway

Seconded Cr Brown

That the 2024/25 Budget Review be adopted and forwarded to the Department of Local Government.

CARRIED BY ABSOLUTE MAJORITY 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler

Against: Nil

**SHIRE OF BEVERLEY
BUDGET REVIEW
FOR THE YEAR ENDED 30TH JUNE 2025**

	2024/25 YTD* Actual \$	2024/25 Budget \$	2024/25 Forecast \$	Budget Variance \$	Budget Variance %	Comment
REVENUES						
Rates	3,415,382	3,410,624	3,427,686	17,062	0.50%	Rates discount expense expected to be lower than anticipated.
Grants, Subsidies and Contributions	319,750	593,892	564,588	(29,304)	-4.93%	LGGC General Grant revenue expected to be lower than anticipated.
Fees and Charges	677,502	1,124,912	1,216,278	91,366	8.12%	Storm damage gravel, water and dumping charges \$50,000, Planning application fees \$17,000, Refuse dumping charges \$10,000, Property rate enquiries \$7,000 expected to be greater than anticipated.
Interest Earnings	105,128	147,836	283,696	135,860	91.90%	Interest earned on cash investments expected to be higher than anticipated.
Other Revenue	146,446	373,770	374,496	726	0.19%	
Profit On Asset Disposal	6,415	5,050	-	(5,050)	-100.00%	
	4,670,622	5,656,084	5,866,744	210,660		
EXPENSES						
Employee Costs	(1,284,338)	(2,678,612)	(2,681,302)	(2,690)	0.10%	
Materials and Contracts	(982,323)	(2,430,226)	(2,329,456)	100,770	-4.15%	Contribution to Old Nurses Quarters land transfer \$36,000, Elected Member other expenses (legal fees etc) \$24,500, HR Review \$11,705, Library management software update \$10,019, Caravan Park maintenance items \$8,183, Executive conference fees \$5,000, Office furniture replacement \$4,000 expected to be lower than expected.
Utility Charges	(102,586)	(319,668)	(319,668)	-	0.00%	
Depreciation	(1,133,959)	(2,478,107)	(2,478,107)	-	0.00%	
Finance costs	(20,432)	(87,741)	(87,741)	-	0.00%	
Insurance	(333,619)	(326,297)	(331,768)	(5,471)	1.68%	
Other Expenditure	(58,531)	(88,581)	(76,481)	12,100	-13.66%	Elected member expenses including travel reimbursement and conference charges \$12,100 expected to be lower than expected.
Loss On Asset Disposal	(16,666)	(10,284)	(10,251)	33	-0.32%	
Loss on Revaluation of Non-Current Assets	-	-	-	-	0.00%	
	(3,932,454)	(8,419,516)	(8,314,774)	104,742		
Net Operating Result	738,168	(2,763,432)	(2,448,030)	315,402		
Adjustments for Cash Budget Requirements: Non-Cash Expenditure and Revenue						
Movements in Non-Current to Current Items	3,681	-	-	-	0.00%	
(Profit)/Loss on Asset Disposals	10,251	5,234	10,251	5,017	95.85%	
Loss on Revaluation of Non Current Assets	-	-	-	-	0.00%	
Depreciation on Assets	1,133,959	2,478,107	2,478,107	-	0.00%	
Capital Expenditure and Revenue						
Purchase Land Held for Resale	-	-	-	-	0.00%	
Purchase Land and Buildings	(135,600)	(6,415,000)	(3,616,362)	2,798,638	-43.63%	Housing development and Caravan Park Cabin expansion not to proceed this FY offset by no funding loans raised.
Purchase Plant and Equipment	(155,433)	(188,000)	(178,433)	9,567	-5.09%	
Purchase Furniture and Equipment	(70,702)	(78,000)	(70,702)	7,298	-9.36%	
Purchase Infrastructure Assets - Roads	(3,031,086)	(11,761,272)	(9,240,796)	2,520,476	-21.43%	Storm damage reconstruction expense likely lower than anticipated off set by lower storm damage funding.
Purchase Infrastructure Assets - Bridges	(250,399)	(12,116,077)	(3,442,404)	8,673,673	-71.59%	Bridge 3197 York Williams Rd funded directly from Federal and State sources \$7,930,673, Bridge 3195A Waterhatch Rd part funded directly by the State Government \$743,000.
Purchase Infrastructure Assets - Drainage	-	-	-	-	0.00%	
Purchase Infrastructure Assets - Footpaths	(2,009)	(50,000)	(50,000)	-	0.00%	
Purchase Infrastructure Assets - Parks	-	-	-	-	0.00%	
Capital Grants, Subsidies and Contributions	4,911,779	23,616,776	12,486,842	(11,129,934)	-47.13%	Lower capital grants expected to be received. See Road and Bridge expenditure variance descriptions above.
Proceeds from Disposal of Assets	72,830	77,880	72,830	(5,050)	-6.48%	
Lease Payments	(5,331)	(6,648)	(5,331)	1,317	-19.81%	
Repayment of Debentures	(73,509)	(148,300)	(148,300)	-	0.00%	
Proceeds from New Debentures	-	4,500,000	1,500,000	(3,000,000)	-66.67%	No loan funds raised for housing and Cabin expansion projects.
Self-Supporting Loan Principal Income	-	-	-	-	0.00%	
Transfers to Reserves (Restricted Assets)	(202,975)	(288,556)	(288,556)	-	0.00%	
Transfers from Reserves (Restricted Assets)	197,000	972,000	972,000	-	0.00%	
Surplus/(Deficit) July 1 B/Fwd	2,165,288	2,165,288	2,165,288	-	0.00%	
Estimated Surplus/(Deficit) June 30 C/Fwd	5,305,912	-	196,404	196,404		

* Balances as at 31 December 2024.

12. ADMINISTRATION

12.1 Use of the Common Seal

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	6 January 2025
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. Form 1, Form 2, Disbursement Authority and Cost Disclosure in relation to the sale of Lot 230 Vincent Street Beverley.

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 & COUNCIL RESOLUTION

M17/0225

Moved Cr Martin

Seconded Cr Ridgway

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

- 1. Form 1, Form 2, Disbursement Authority and Cost Disclosure in relation to the sale of Lot 230 Vincent Street Beverley.**

CARRIED 8/0

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

12.2 Identification of Dog Exercise Area

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	31 January 2025
Applicant:	Administration
File Reference:	ADM 0134
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Within report

SUMMARY

Council to consider specifying the Beverley Oval as a Dog Exercise Area and progress an investigation and costing into an enclosed dog park.

BACKGROUND

Council does not have a formal resolution specifying the oval as an approved dog exercise area in Beverley. Informally, community members have always walked their dogs off-lead on the oval without major incident.

The Shire has recently received one complaint that some people walk their dogs off-lead and are not able to control their dog. Not having a specified Dog Exercise Area made it slightly more difficult for the Ranger to address the situation.

The adoption of the resolution will mean that people can still walk their dog off-lead providing the dog is being supervised by a competent person who is in reasonable proximity to the dog and is carrying a lead.

COMMENT

In February 2024 via the Information Briefing, Council agreed to look into a fenced dog park behind the town water harvest dam. Due to diverting staff attention to Beverley 2035 and other major issues, the enclosed dog area has not progressed past picking the location. With Councils endorsement, staff will be instructed to cost up the project to consider a 2025/26 budget allocation and investigate any outside funding opportunities to assist.

In the meantime, specifying the oval as an official Dog Exercise Area will continue to provide dogs with an opportunity to meet their physical, cognitive and sensory needs. Ensuring that dogs have enough adequate exercise can result in a reduction in destructive behaviours in dogs around the home and anti-social behaviour such as barking. It also provides a chance for owners to meet like-minded people and enjoy exercise in the outdoors.

The proposed Dog Exercise Area is shown, marked as Illustration A:

Illustration A

Dog Exercise Area



Author:

Created: 18 February 2025 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au>

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Signage

The Shire proposes simple signage that will endorse the Dog Exercise Area and responsible ownership.

Example



Rules listed may include:

1. Off leash permitted - Persons responsible must have their dog/s under control and in sight at all times, owners must carry a lead of sufficient length and strength to attach dog/s when required.
2. The person in charge of the dog must ensure that the dogs behaviour is not to the detriment of others.
3. When sporting activities or maintenance takes place, dogs must be on-lead and walked around the outside of the oval.
4. The person/s responsible must clean up immediately after the dog – BAG IT, BIN IT – no one wants to step in poo!

If the Officer's Recommendation is approved, local public notice is required for a period of 28 days as per the *Local Government Act 1998*.

In addition to the public notice regarding the dog exercise area, Shire staff will promote responsible dog ownership to try and alleviate further complaints. Notices will be placed on the website, Blarney, Facebook and the Bulletin.

The responsible dog ownership promotional messaging will include but is not limited to:

- Dogs must always be under effective control. This means keeping dogs within close proximity if they are off lead in designated dog exercise areas and not allowing them to disturb other people and animals.
- Promoting good recall for off lead dogs.
- If a dog is showing signs of distress, anti-social behaviour or aggression, to remove the dog immediately from the area.
- Dogs must wear a collar with their registration tag attached so that they are easily identified.
- Owners must remove their dog's excreta.
- Dogs must be placed on lead when entering and leaving the off lead exercise areas.

STATUTORY ENVIRONMENT

Dog Act 1976: Section 31. Control of dogs in certain public places and Section 32. Control of dogs in exercise areas and rural areas

Section 31 (1)

- (1) A dog shall not be in a public place unless it is —
- (a) held by a person who is capable of controlling the dog; or
 - (b) securely tethered for a temporary purpose,
- by means of a chain, cord, leash or harness of sufficient strength and not exceeding the prescribed length.

Section 31 (3A)

A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.

Section 31 (3C)

At least 28 days before specifying a place to be —

- (a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or
- (b) a dog exercise area under subsection (3A); or
- (c) a rural leashing area under subsection (3B),

a local government must give local public notice as defined in the *Local Government Act 1995* section 1.7 of its intention to so specify.

Section 32 (1)

- (1) A dog shall not be in —
- (a) a dog exercise area specified under section 31(3A); or
 - (b) a public place that is in an area of the State outside the metropolitan region or outside a townsite, and that is not a rural leashing area specified under section 31(3B),
- unless —
- (c) the dog is being held in the way referred to in section 31(1)(a); or
 - (d) the dog is being tethered in the way referred to in section 31(1)(b); or
 - (e) the dog is not a greyhound and is being supervised by a competent person who is in reasonable proximity to the dog.
- (2) A person is a competent person for the purposes of subsection (1) only if —
- (a) is a person who is liable for the control of the dog; and
 - (b) is capable of controlling it; and
 - (c) is carrying and capable of attaching to the dog for the purpose of controlling it, a chain, cord, leash or harness of sufficient strength and not exceeding the prescribed length.

Section 1.7 of the *Local Government Act 1995* and Regulation 3A of the *Local Government (Administration) Regulations 1996* prescribes the provisions of a local public notice.

CONSULTATION

Council

Public Notice to be advertised

FINANCIAL IMPLICATIONS

Signage \$80 - \$100 per sign.

STRATEGIC IMPLICATIONS

Strategic Pillar: 2. Community

3. Environment

4. Civic Leadership

Strategic Priorities: 2.3 Active and Healthy Community

3.1 Diverse recreation and leisure activities

4.1 Community and customer focus

4.2 Continuous organisational improvement

4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

It is considered that the proposal has low to medium risk as the proposed location of the oval is already in use as an unofficial area for off-lead dog exercise. Adoption of the report would hopefully lead to more responsible dog ownership and allow the Ranger to better address any reports.

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

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M18/0225

Moved Cr Davis

Seconded Cr Lawlor

That Council:

1. Specify the Beverley Oval as a public place that is a dog exercise area for the purpose of s31(31A) of the *Dog Act 1976*, as identified as Illustration A.
2. Gives local public notice of the Shire's intent to specify the Beverley Oval as the public place that is a dog exercise area for a period of 28 days in accordance with s31(3C) of the *Dog Act 1976*.
3. Notes that following the public notice period, the specified Dog Exercise Area will be in effect.
4. Allow Shire Staff to formalise the required Dog Exercise Area signage.
5. Include an allocation for an enclosed Dog Exercise Area behind the town water harvest dam in the draft 2025/26 Budget.

CARRIED BY ABSOLUTE MAJORITY 8/0

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

12.3 2024 Compliance Audit Return

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	19 February 2025
Applicant:	N/A
File Reference:	ADM 0237
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	2024 Compliance Audit Return

SUMMARY

Council to consider adopting the 2024 Compliance Audit Return as recommended by the Audit and Risk Committee.

BACKGROUND

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

COMMENT

Attached is a copy of the CAR for Committee's consideration. The Audit and Risk Committee reviewed the return at its 19 February 2025 meeting and has recommended that Council adopt the CAR and forward to the Department of Local Government.

The CAR is reflective of the period 1 January 2024 – 31 December 2024.

STATUTORY ENVIRONMENT

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

14. Compliance audit return to be prepared

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

15. Completion of compliance audit

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

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

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

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

4.3 Responsible planning

RISK IMPLICATIONS

Failure to complete the Compliance Audit Return would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. 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

Nil

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION & COUNCIL RESOLUTION

M19/0225

Moved Cr Sattler

Seconded Cr Lawlor

That:

- 1. the Compliance Audit Return 2024 be adopted; and**
- 2. the Chief Executive Officer and Shire President be authorised to sign and submit the 2024 Compliance Audit Return to the Department of Local Government.**

CARRIED 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Sattler

Against: Nil

COMPLIANCE AUDIT RETURN 2024

<u>Commercial Enterprises by Local Governments</u>				
No	Reference	Question	Response	Comments
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2024?	N/A	No major trading undertaken
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2024?	N/A	No major land transactions
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2024?	N/A	
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?	N/A	
5	s3.59(5)	During 2024, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	

<u>Delegation of Power/Duty</u>				
No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	N/A	Our Committees do not have any power.
2	s5.16 (2)	Were all delegations to committees in writing?	N/A	As above
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ?	N/A	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	
5	s5.18	Has council reviewed delegations to its committees in the 2023/2024 financial year?	YES	

6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ?	YES	
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	YES	
8	s5.42(2)	Were all delegations to the CEO in writing?	YES	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	YES	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	N/A	No amendments or revoking made.
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	YES	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2023/2024 financial year?	YES	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with <i>Local Government (Administration) Regulations 1996</i> , regulation 19?	YES	

Disclosure of Interest				
No	Reference	Question	Response	Comments
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	YES	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the <i>Local Government (Administration) Regulations 1996</i> regulation 21A, recorded in the minutes of the relevant council or committee meeting?	YES	
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made?	YES	
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	N/A	No new employees or councillors

5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?	YES	
6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	YES	
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ?	YES	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	YES	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person?	N/A	
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	YES	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the <i>Local Government (Administration) Regulations 1996</i> , regulation 28A?	YES	
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	YES	
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people?	YES	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	YES	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee,	YES	

		did that person disclose the nature and extent of that interest when giving the advice or report?		
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the <i>Local Government Act 1995</i> , recorded in the minutes of the council meeting at which the decision was considered?	N/A	
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?	YES	
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ?	NO	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	YES	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employee of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	YES YES	

Disposal of Property

No	Reference	Question	Response	Comments
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the <i>Local Government Act 1995</i> (unless section 3.58(5) applies)?	YES	

2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the <i>Local Government Act 1995</i> , did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?	YES	
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Elections				
No	Reference	Question	Response	Comments
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the <i>Local Government (Elections) Regulations 1997</i> ?	N/A	No elections held in 2024
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the <i>Local Government (Elections) Regulations 1997</i> ?	N/A	
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the <i>Local Government (Elections) Regulations 1997</i> ?	N/A	

Finance				
No	Reference	Question	Response	Comments
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the <i>Local Government Act 1995</i> ?	YES	

2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority?	N/A	No powers
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2024 received by the local government by 31 December 2024?	YES	
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	No matters requiring attention
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	No significant matters raised
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	N/A	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2024 received by the local government within 30 days of completion of the audit?	YES	

<u>Integrated Planning and Reporting</u>				
No	Reference	Question	Response	Comments
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If yes, please provide the adoption date or the date of the most recent review in the Comments section?	YES	28 November 2023
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan?	YES	24 February 2014

		If yes, please provide the adoption date or the date of the most recent review in the Comments section?		
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of <i>Local Government (Administration) Regulations 1996</i> 19DA(2) & (3)?	NO	

Local Government Employees

No	Reference	Question	Response	Comments
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with <i>Local Government (Administration) Regulations 1996</i> , regulation 18A?	N/A	No CEO or senior positions were vacant.
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ?	N/A	
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	No dismissals
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	

Official Conduct

No	Reference	Question	Response	Comments
1	s5.120	Has the local government designated an employee to be its complaints officer?	YES	
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ?	YES	

3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ?	YES	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	YES	

Optional Questions				
No	Reference	Question	Response	Comments
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the <i>Local Government (Financial Management) Regulations 1996</i> regulations 5(2)(c) within the three financial years prior to 31 December 2024? If yes, please provide the date of council's resolution to accept the report.	YES	25 July 2023
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with <i>Local Government (Audit) Regulations 1996</i> regulation 17 within the three financial years prior to 31 December 2024? If yes, please provide date of council's resolution to accept the report.	YES	18 December 2024
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	N/A	
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	YES	
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ?	YES	

6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	YES	
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2024?	YES	
8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	YES	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	YES	

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the <i>Local Government (Functions and General) Regulations 1996</i> , regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	YES	
2	s3.57 F&G Reg 11	Subject to <i>Local Government (Functions and General) Regulations 1996</i> , regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	YES	
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the <i>Local Government Functions and General) Regulations 1996</i> , required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	YES	

4	F&G Reg 12	Did the local government comply with <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	YES	
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 15 and 16?	YES	
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	YES	
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	YES	
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	YES	
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	YES	
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulations 21 and 22?	N/A	No EOI's advertised
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation	N/A	

		23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?		
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with <i>Local Government (Functions and General) Regulations 1996, Regulation 24</i> ?	N/A	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with <i>Local Government (Functions & General) Regulations 1996</i> regulations 24AD(4) and 24AE?	NO	
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of <i>Local Government (Functions and General) Regulations 1996, Regulation 16</i> , as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of <i>Local Government (Functions and General) Regulations 1996, Regulation 24AG</i> ?	N/A	
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	

22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 24E and 24F?	N/A	
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Chief Executive Officer

Date

Mayor/President

Date

12.4 JLT Public Sector - Cyber Security Report

Submission To:	Ordinary Council Meeting 26 February 2025
Report Date:	19 February 2025
Applicant:	N/A
File Reference:	ADM 0237
Author and Position:	Simon Marshall, Acting Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	Confidential Top Cyber-Security Controls Review 2024 (under separate cover)

SUMMARY

Council to consider receiving the JLT Public Sector Top Cyber-Security Controls Review 2024.

BACKGROUND

JLT Public Sector have utilised the data collected through the annual Cyber questionnaire completed by Management to generate the report.

COMMENT

The attached document is a guide for Council to improve cybersecurity controls and enhance their cyber position in the future should they wish. Future budgeting may be required for the implementation of any identified changes.

The Audit and Risk Committee reviewed the JLT Report at its 19 February 2025 meeting and recommended it be received.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Future Budgets

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

RISK IMPLICATIONS

Whilst the Local Government Sector in Australia has experienced an increase in the frequency of claims, severity levels of high-profile cyber incidents have not been experienced to date. This does not mean the Shire is immune from any sort of attack.

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

Nil

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION & COUNCIL RESOLUTION

M20/0225

Moved Cr Martin

Seconded Cr Maxwell

That Council receive the JLT Public Sector Top Cyber-Security Controls Review 2024.

CARRIED 8/0

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

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil.

14. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil.

15. CLOSURE

The Chairman declared the meeting closed at 3:45pm.

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

PRESIDING MEMBER:

DATE: