



**26 November 2025**

**ORDINARY COUNCIL MEETING**

**MINUTES**



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### **3. DECLARATIONS OF INTEREST**

Nil.

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

#### **October Council Meeting**

Alison Stephens - I went for a drive today and saw three caravans parked up next to Shire vehicles, appearing to live there, are they Shire approved?

Response – The President advised she was unsure, Council is going through the process of establishing guidelines to assist in this process. This will have to be taken on notice when an address is provided.

Update – At the time of preparing the November agenda, no information relating to the address had been received.

### **5. PUBLIC QUESTION TIME**

Nil.

### **6. CONDOLENCES**

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

BUTTERWORTH	Julia Rose	28 October 2025
ELLIS	Graham John	10 November 2025
WALTERS	Raymond Gordon	12 November 2025

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes of the Ordinary Council Meeting Held 29 October 2025**

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M2/1126**

**Moved Cr Martin**

**Seconded Cr Sattler**

**That the Minutes of the Ordinary Council Meeting held Wednesday 29 October 2025 be confirmed.**

**CARRIED 6/0**

*For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil*

## **8. TECHNICAL SERVICES**

Nil.



## **9. PLANNING SERVICES**

Nil.

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

Nil.

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 26 November 2025</b>
<b>Report Date:</b>	<b>14 November 2025</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>Simon Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>October 2025 Financial Reports</b>

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 31 October 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 2025 Ordinary Meeting, item 11.3.

#### **COMMENT**

The monthly financial reports for the period ending 31 October 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 2025/26 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
<b>Likelihood</b>					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

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

### VOTING REQUIREMENTS

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M3/1126**

**Moved Cr Lawlor**

**Seconded Cr Maxwell**

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

**CARRIED 6/0**

*For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil*

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY BY NATURE  
FOR THE PERIOD ENDING  
31 October 2025**

Description	Budget 2025/26	YTD Budget 2025/26	YTD Actual 2025/26	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
<b>Operating Revenue</b>						
Rates	3,580,630.00	3,579,130.00	3,585,187.32	6,057.32	▲	
Operating Grants, Subsidies and Contributions	1,212,241.00	447,436.00	447,121.14	(314.86)	▼	
Profit On Asset Disposal	7,000.00	2,332.00	0.00	(2,332.00)	▼	
Fees & Charges	1,152,020.00	457,001.00	461,160.92	4,159.92	▲	
Interest Earnings	153,417.00	21,664.00	25,374.58	3,710.58	▲	
Other Revenue	248,485.00	48,036.00	44,282.71	(3,753.29)	▼	
Non-Operating Grants, Subsidies and Contributions	4,885,373.00	1,203,884.00	1,204,975.22	1,091.22	▲	
<b>Total Operating Revenue</b>	<b>11,239,166.00</b>	<b>5,759,483.00</b>	<b>5,768,101.89</b>	<b>8,618.89</b>		
<b>Operating Expenditure</b>						
Employee Costs	(2,909,175.00)	(824,036.00)	(818,147.86)	5,888.14	▲	
Materials & Contracts	(2,511,263.00)	(462,325.00)	(463,419.46)	(1,094.46)	▼	
Utilities	(265,210.00)	(71,920.00)	(68,473.35)	3,446.65	▲	
Depreciation On Non-Current Assets	(2,490,097.00)	(830,000.00)	(923,571.13)	(93,571.13)	▼	Depreciation charge higher than anticipated YTD.
Interest Expenses	(139,792.00)	(32,923.00)	(41,137.11)	(8,214.11)	▼	
Insurance Expenses	(372,618.00)	(337,762.00)	(338,497.22)	(735.22)	▼	
Other Expenditure	(98,101.00)	(47,679.00)	(47,237.64)	441.36	▲	
Loss On Asset Disposal	(22,500.00)	(2,164.00)	0.00	2,164.00	▲	
<b>Total Operating Expenditure</b>	<b>(8,808,756.00)</b>	<b>(2,608,809.00)</b>	<b>(2,700,483.77)</b>	<b>(91,674.77)</b>		
<b>Net Operating</b>	<b>2,430,410.00</b>	<b>3,150,674.00</b>	<b>3,067,618.12</b>	<b>(83,055.88)</b>		
<b>Capital Income</b>						
Proceeds from Sale of Assets	165,000.00	0.00	0.00	0.00	▼	
New Loan Raised	3,000,000.00	0.00	0.00	0.00	▼	
<b>Total Capital Income</b>	<b>3,165,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Capital Expenditure</b>						
Land and Buildings	(7,613,658.00)	(1,553,000.00)	(1,552,993.28)	6.72	▲	
Plant and Equipment	(454,000.00)	(45,000.00)	(32,008.27)	12,991.73	▲	New Planner Vehicle cost lower than anticipated. \$4,000 has been allocated to building mtce for the installation of charging infrastructure which was included in the vehicle purchase budget.
Office Furniture and Equipment	(35,600.00)	(35,600.00)	(35,470.81)	129.19	▲	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY BY NATURE  
FOR THE PERIOD ENDING  
31 October 2025**

Description	Budget 2025/26	YTD Budget 2025/26	YTD Actual 2025/26	YTD Variance	Favourable ▲ Unfavourable ▼	Notes To Material Variances
Road Construction	(1,984,522.00)	(250,000.00)	(427,230.45)	(177,230.45)	▼	AGRN 1061 storm damage works higher than anticipated; cost neutral to Council.
Other Infrastructure	(1,904,249.00)	0.00	(147.25)	(147.25)	▼	
Leases	(5,331.00)	(5,331.00)	(5,331.02)	(0.02)	▼	
Loans - Principal Repayments	(275,310.00)	(78,026.00)	(78,025.83)	0.17	▲	
<b>Total Capital Expenditure</b>	<b>(12,272,670.00)</b>	<b>(1,966,957.00)</b>	<b>(2,131,206.91)</b>	<b>(164,249.91)</b>		
<b>Net Capital</b>	<b>(9,107,670.00)</b>	<b>(1,966,957.00)</b>	<b>(2,131,206.91)</b>	<b>(164,249.91)</b>		
<b>Adjustments</b>						
Depreciation Written Back	2,490,097.00	830,000.00	923,571.13	93,571.13		
Movement in Leave Reserve Cash Balance	0.00	0.00	0.00	0.00		
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00		
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00		
Movement in Non-Current Lease Repayments	0.00	0.00	0.00	0.00		
Movement in Non-Current Investments	0.00	0.00	0.00	0.00		
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00		
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00		
(Profit)/Loss on Disposal of Assets Written Back	15,500.00	0.00	0.00	0.00		
<b>Add Funding From</b>						
Transfer (To)/From Reserves	1,311,386.00	0.00	0.00	0.00		
Opening Surplus/(Deficit)	2,860,277.00	2,860,277.00	2,860,277.42	0.42		
<b>Total Adjustments</b>	<b>6,677,260.00</b>	<b>3,690,277.00</b>	<b>3,783,848.55</b>	<b>93,571.55</b>		
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>4,873,994.00</b>	<b>4,720,259.76</b>	<b>(153,734.24)</b>		

**SHIRE OF BEVERLEY  
STATEMENT OF NET CURRENT ASSETS  
FOR THE PERIOD ENDING  
31 October 2025**

Description	Actual 2024/25	YTD Actual 2025/26
<b>Current Assets</b>		
Cash at Bank	2,955,806.84	1,052,046.84
Cash - Unrestricted Investments	1,834,335.58	5,356,881.74
Cash - Restricted Reserves	2,713,190.37	2,713,190.37
Cash on Hand	700.00	700.00
Accounts Receivable	633,717.66	1,064,146.15
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	12,511.85	10,494.89
<b>Total Current Assets</b>	<b>8,150,262.30</b>	<b>10,197,459.99</b>
<b>Current Liabilities</b>		
Accounts Payable	(2,250,211.90)	(2,437,427.25)
Loan Liability - Current	(275,310.19)	(197,284.36)
Lease Liability - Current	(5,331.02)	0.00
Annual Leave Liability - Current	(305,947.15)	(305,947.15)
Long Service Leave Liability - Current	(180,520.69)	(180,520.69)
Doubtful Debts	0.00	0.00
<b>Total Current Liabilities</b>	<b>(3,017,320.95)</b>	<b>(3,121,179.45)</b>
<b>Adjustments</b>		
Less Restricted Reserves	(2,713,190.37)	(2,713,190.37)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	159,885.23	159,885.23
Add Lease Principal Expense	5,331.02	0.00
Add Loan Principal Expense	275,310.19	197,284.36
<b>Total Adjustments</b>	<b>(2,272,663.93)</b>	<b>(2,356,020.78)</b>
<b>NET CURRENT ASSETS</b>	<b>2,860,277.42</b>	<b>4,720,259.76</b>



**SHIRE OF BEVERLEY**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT**  
**31 October 2025**

Description	Actual 2024/25	YTD Actual 2025/26	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	7,504,032.79	9,122,818.95	1,618,786.16
Accounts Receivable	633,717.66	1,064,146.15	430,428.49
Contract Asset - Current	0.00	0.00	0.00
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	12,511.85	10,494.89	(2,016.96)
<b>Total Current Assets</b>	<b>8,150,262.30</b>	<b>10,197,459.99</b>	<b>2,047,197.69</b>
<b>Current Liabilities</b>			
Accounts Payable	(699,326.40)	(551,041.75)	148,284.65
Contract Liability - Current	(1,550,885.50)	(1,886,385.50)	(335,500.00)
Loan Liability - Current	(275,310.19)	(197,284.36)	78,025.83
Lease Liability - Current	(5,331.02)	0.00	5,331.02
Annual Leave Liability - Current	(305,947.15)	(305,947.15)	0.00
Long Service Leave Liability - Current	(180,520.69)	(180,520.69)	0.00
Doubtful Debts	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>(3,017,320.95)</b>	<b>(3,121,179.45)</b>	<b>(103,858.50)</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	190,403.95	190,403.95	0.00
Non-Current Investments	59,714.63	59,714.63	0.00
Land and Buildings	29,678,558.16	30,964,030.77	1,285,472.61
Plant and Equipment	2,198,870.60	2,141,463.49	(57,407.11)
Furniture and Equipment	179,915.41	203,543.14	23,627.73
Infrastructure	150,477,318.70	150,349,904.40	(127,414.30)
Self Supporting Loan - Non Current	0.00	0.00	0.00
<b>Total Non-Current Assets</b>	<b>182,784,781.45</b>	<b>183,909,060.38</b>	<b>1,124,278.93</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(3,051,393.45)	(3,051,393.45)	0.00
Lease Liability - Non Current	(10,662.06)	(10,662.06)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(100,559.62)	(100,559.62)	0.00
<b>Total Non Current Liabilities</b>	<b>(3,162,615.13)</b>	<b>(3,162,615.13)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>184,755,107.67</b>	<b>187,822,725.79</b>	<b>3,067,618.12</b>

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
AS AT  
31 October 2025**

Description	Actual 2024/25	YTD Actual 2025/26	Movement
<b>Equity</b>			
Accumulated Surplus	(56,487,330.36)	(59,554,948.48)	(3,067,618.12)
Reserves - Cash Backed	(2,713,190.37)	(2,713,190.37)	0.00
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
<b>Total Equity</b>	<b>(184,755,107.67)</b>	<b>(187,822,725.79)</b>	<b>(3,067,618.12)</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 October 2025						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
<b>4320546</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	159,885.23				
	Plant	318,570.46				
	Emergency Services	32,850.52				
	Building	308,646.49				
	Recreation Ground	987,290.39				
	Cropping Committee	114,246.95				
	Infrastructure	234,120.82				
	Senior Housing	319,852.28				
	Avondale Mach Museum	68,989.35				
	ITC Renewal Reserve	168,737.88	<b>2,713,190.37</b>	5 mnths	4.25%	24/11/2025
<b>5269350</b>	<b>Term Deposit Bendigo</b>	505,104.11		1 mnth	3.50%	14/11/2025
<b>5189752</b>	<b>Term Deposit Bendigo</b>	500,000.00		4 mnths	4.10%	17/11/2025
<b>5189755</b>	<b>Term Deposit Bendigo</b>	500,000.00		5 mnths	4.15%	15/12/2025
<b>5250659</b>	<b>Term Deposit Bendigo</b>	536,533.85		3 mnths	3.90%	23/12/2025
<b>5254062</b>	<b>Term Deposit Bendigo</b>	528,075.04		4 mnths	4.00%	23/01/2026
<b>5201604</b>	<b>Term Deposit Bendigo</b>	262,205.99		6 mnths	4.15%	29/01/2026
<b>5201605</b>	<b>Term Deposit Bendigo</b>	524,962.75		6 mnths	4.15%	29/01/2026
<b>5244049</b>	<b>Term Deposit Bendigo</b>	500,000.00		5 mnths	4.05%	16/02/2026
<b>5244052</b>	<b>Term Deposit Bendigo</b>	500,000.00		5 mnths	4.05%	16/02/2026
<b>5244059</b>	<b>Term Deposit Bendigo</b>	500,000.00		6 mnths	4.05%	16/03/2026
<b>5244061</b>	<b>Term Deposit Bendigo</b>	500,000.00		6 mnths	4.05%	16/03/2026
			<b>5,356,881.74</b>			
	<b>Total</b>		<b>8,070,072.11</b>			

## **11.2 Accounts Paid by Authority**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 26 November 2025</b>
<b>Report Date:</b>	<b>19 November 2025</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>Simon Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>October 2025 List of Reports</b>

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of October 2025.

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2025/26 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 2025/26 Budget.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

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

**RISK IMPLICATIONS**

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

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

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

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M4/1126**

**Moved Cr Shaw**

**Seconded Cr Sattler**

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

**October 2025:**

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

**Cheque vouchers**

06 Oct 2025	1956-1956	(1)	\$	3,072.94	(authorised by CEO S Gollan and Pres D White)
17 Oct 2025	1957-1957	(1)	\$	5,436.42	(authorised by CEO S Gollan and DCEO S Marshall)
<b>Total of cheque vouchers for October 2025 incl</b>				<b>\$ 8,509.36</b>	<b>previously paid</b>

**EFT vouchers**

02 Oct 2025	EFT 11752-11754	(3)	\$	4,219.67	(authorised by DCEO S Marshall and Pres D White)
06 Oct 2025	EFT 11755-11770	(16)	\$	40,304.46	(authorised by CEO S Gollan and Pres D White)
06 Oct 2025	EFT 11771-11775	(5)	\$	8,503.79	(authorised by CEO S Gollan and Pres D White)
08 Oct 2025	EFT 1-36	(36)	\$	74,184.15	(authorised by CEO S Gollan and Pres D White)
13 Oct 2025	EFT 11776-11796	(21)	\$	557,081.06	(authorised by CEO S Gollan and DCEO S Marshall)
13 Oct 2025	EFT 11797-11797	(1)	\$	156.66	(authorised by CEO S Gollan and DCEO S Marshall)
17 Oct 2025	EFT 11799-11822	(24)	\$	262,070.40	(authorised by CEO S Gollan and DCEO S Marshall)
17 Oct 2025	EFT 11823-11825	(3)	\$	8,355.73	(authorised by CEO S Gollan and DCEO S Marshall)
22 Oct 2025	EFT 1-34	(34)	\$	63,426.43	(authorised by CEO S Gollan and DCEO S Marshall)
<b>Total of EFT vouchers for October 2025 incl</b>				<b>\$ 1,018,302.35</b>	<b>previously paid</b>

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

**Cheque vouchers**

Nil vouchers

**Total of cheque vouchers for October 2025 incl \$ 0.00 previously paid.**

**EFT vouchers**

Nil vouchers

**Total of EFT vouchers for October 2025 incl \$ 0.00 previously paid.**

**(3) Direct Debit Payments totalling \$ 89,172.00 previously paid.**

**(4) Credit Card Payments totalling \$ 8,888.51 previously paid.**

**CARRIED 6/0**

***For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil***

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1956	06 Oct 2025	Water Corporation	Water use x 7: 23 Jul - 02 Oct 25	(3,072.94)	(3,072.94)
Cheque #	1957	17 Oct 2025	Water Corporation	2025-10 Oct Water accounts	(5,436.42)	(5,436.42)
EFT Pymt	EFT 11752	02 Oct 2025	Focus Networks	2025-07 Jul Additional Support	(246.40)	
EFT Pymt	EFT 11753	02 Oct 2025	Synergy	Power use x 3: 15 Jul - 10 Sep 25	(1,892.58)	
EFT Pymt	EFT 11754	02 Oct 2025	Telstra Limited	2025-09 Sep Telephone accounts	(2,080.69)	(4,219.67)
EFT Pymt	EFT 11755	06 Oct 2025	BSL - Depart of Local Gov, Industry Re	2025-09 Sep 25 Collections x 4 (Lics 25/26: 08, 09, 10, 11)	(1,029.47)	
EFT Pymt	EFT 11756	06 Oct 2025	Beverley Bakehouse and Cafe	Council Meet - 30 Sep 2025: Catering for lunch	(166.90)	
EFT Pymt	EFT 11757	06 Oct 2025	Beverley Community Resource Centre	2026 Bev Airshow: Printing of posters	(172.00)	
EFT Pymt	EFT 11758	06 Oct 2025	Beverley Frail Aged Lodge Inc	Community Grant (R1 - Aug 2025) - Floor replacement	(5,000.00)	
EFT Pymt	EFT 11759	06 Oct 2025	Beverley River Care Group Inc	Community Grant (R1 - Aug 2025) - Promotion of Bev River Care Group	(1,000.00)	
EFT Pymt	EFT 11760	06 Oct 2025	Corsign WA Pty Ltd	2026 Air Show: Signage	(237.60)	
EFT Pymt	EFT 11761	06 Oct 2025	Department of Planning Lands and Heri	2025-09 Sep: Leases M252204 & M355805	(389.57)	
EFT Pymt	EFT 11762	06 Oct 2025	Focus Networks	2025-09 Computer Support & Hardware purchases: Final pymt	(10,517.21)	
EFT Pymt	EFT 11763	06 Oct 2025	Landgate	Valuation fees & Walk trails: Geotiff file for mapping of Commonage Hill Trail	(1,154.01)	
EFT Pymt	EFT 11764	06 Oct 2025	Major Motors P/L	BE013 (PTRK04): Parts	(101.87)	
EFT Pymt	EFT 11765	06 Oct 2025	Michael Wilson	2025-10 Oct (Ed 492): Blarney: Printing and delivery	(250.00)	
EFT Pymt	EFT 11766	06 Oct 2025	RJ Jas - All Mechanical and Electronics	Various plant: Parts	(3,213.70)	
EFT Pymt	EFT 11767	06 Oct 2025	Staff - Stefan de Beer	Reimbursements: Potential sponsorship generation for 2026 Air Show	(76.82)	
EFT Pymt	EFT 11768	06 Oct 2025	Synergy	2025-09 Sep Power accounts	(14,493.79)	
EFT Pymt	EFT 11769	06 Oct 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 10, 17 Sep 2025	(721.87)	
EFT Pymt	EFT 11770	06 Oct 2025	York Laundromat	02 - 16 Sep 2025 Onsite Cabins Laundry fees	(1,779.65)	(40,304.46)
EFT Pymt	EFT 11771	06 Oct 2025	Australia Post	2025-09 Sep Postage	(157.52)	
EFT Pymt	EFT 11772	06 Oct 2025	BOC Limited	2025-09 Sep Cylinder Rental: Medical oxygen C size	(7.20)	
EFT Pymt	EFT 11773	06 Oct 2025	Bunnings Building Supplies Pty Ltd	LBS2503 - Staff Room and Office Space Expansion: Supplies	(2,155.23)	
EFT Pymt	EFT 11774	06 Oct 2025	Midalia Steel Northam	LBN2604 - 30A Dawson St Car Port: Supplies	(6,133.02)	
EFT Pymt	EFT 11775	06 Oct 2025	Repco - Division of GPC Asia Pacific Pt	Workshop supplies	(50.82)	(8,503.79)
EFT Pymt	EFT 11776	13 Oct 2025	Avon Trading Pty Ltd	2025-09 Sep Hardware Purchases	(4,309.00)	

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11777	13 Oct 2025	Avon Waste	2,095 Bin Collection FE 19 Sep 25 inc Recycling Bins & 5 x Recycling Collections	(5,889.37)	
EFT Pymt	EFT 11778	13 Oct 2025	Beverly Community Resource Centre	· Jul - Sep 2025 Quarterly Management fees	(15,850.21)	
EFT Pymt	EFT 11779	13 Oct 2025	Beverly Dome Roadhouse (BDR)	3,999 L Diesel @ \$1.5915/L GST excl	(7,001.05)	
EFT 11780	EFT 11780	13 Oct 2025	Common Ground Trails Pty Ltd	Commonage Hill: Claim 1 - Trail Project Feasibility and Concept Design and Detail	(6,050.00)	
EFT Pymt	EFT 11781	13 Oct 2025	Copyworld Toshiba	2025-09 Sep 25: Copy fees & Blarney: Saddleback staples	(828.72)	
EFT Pymt	EFT 11782	13 Oct 2025	Distinctive Pools Pty Ltd	LBS2402 - Swim Pool Redev Stage 1 - Progress pymt 07 - Sep 2025	(284,841.88)	
EFT Pymt	EFT 11783	13 Oct 2025	HC Construction Services Pty Ltd	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 15 - Sep 2025	(42,581.00)	
EFT Pymt	EFT 11784	13 Oct 2025	Hutton and Northey Sales	2025-09 Sep purchases	(307.53)	
EFT Pymt	EFT 11785	13 Oct 2025	Kaebel Leisure Pty Ltd	LBS2602 Rec Grnd - Climbing Web and Softfall Renewal	(17,402.00)	
EFT Pymt	EFT 11786	13 Oct 2025	Kleen West Distributors	Various bldgs: Cleaning products	(1,602.76)	
EFT Pymt	EFT 11787	13 Oct 2025	Landgate	Valuation fees & Title searches	(91.04)	
EFT Pymt	EFT 11788	13 Oct 2025	Local Government Professionals Austræ	LG Professionals State Conference 5-7 Nov 2025: CEO Stephen Gollan	(1,640.00)	
EFT Pymt	EFT 11789	13 Oct 2025	MC Civil Contractors (MCC) Down Sout	AGRN1061 Storm & assoc flooding (25-26 Mar 2023): Claim 13 - Sep 2025	(143,142.78)	
EFT Pymt	EFT 11790	13 Oct 2025	Node One Pty Ltd	2025-10 Oct NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 share	(89.00)	
EFT Pymt	EFT 11791	13 Oct 2025	Onsite Repairs	BE3506 (PTRL07): Repairs	(396.26)	
EFT Pymt	EFT 11792	13 Oct 2025	Shire of Beverley	Retention fee 07 on Progress pymt 07 (Inv 0563 - LBS2402 - Swim Pool Redev Sta	(15,287.13)	
EFT Pymt	EFT 11793	13 Oct 2025	State Library of Western Australia	2025/26 Better Beginnings Program (Births) packs x 10	(55.00)	
EFT Pymt	EFT 11794	13 Oct 2025	Structerre Consulting Engineers, Zemla	LBN2502 Chestillion Crt Subdivision - Utility Headworks: Report	(4,952.20)	
EFT Pymt	EFT 11795	13 Oct 2025	Unique Strokes WA	Various bldgs: Painting interior & exterior	(4,100.00)	
EFT Pymt	EFT 11796	13 Oct 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 18 & 25 Sep 2025	(664.13)	(557,081.06)
EFT Pymt	EFT 11797	13 Oct 2025	Team Global Express Pty Ltd (nee Toll	Freight Charges: 28 Aug - 26 Sep 2025	(156.66)	(156.66)
EFT Pymt	EFT 11799	17 Oct 2025	AITs Specialists Pty Ltd	2025-09 Sep Fuel Tax Credits	(486.09)	
EFT Pymt	EFT 11800	17 Oct 2025	ATO - Australian Tax Office	2025-09 Sep BAS Obligation (incl FBT contribution)	(27,152.00)	
EFT Pymt	EFT 11801	17 Oct 2025	Avon Waste	2,095 Bin Collection FE 03 Oct 25 inc Recycling Bins & 5 x Recycling Collections	(5,889.37)	
EFT Pymt	EFT 11802	17 Oct 2025	Beverly Bakehouse and Cafe	Council & Staff Breakfast BBQ, 7 Oct 2025: Bread rolls	(27.00)	
EFT Pymt	EFT 11803	17 Oct 2025	Beverly Community Resource Centre	· Library: Desktop computer	(1,333.20)	
EFT Pymt	EFT 11804	17 Oct 2025	Beverly Dome Roadhouse (BDR)	4,000 L Diesel @ \$1.5589/L GST excl	(6,859.20)	



**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 11805	17 Oct 2025	Beverley Post News and Gifts (BPNG)	2025-09 Sep Newspaper Subscription & Stationery Purchases	(103.99)	
EFT Pymt	EFT 11806	17 Oct 2025	Bluejay Ag Solutions	2025-05, 09, 10 (May, Sep, Oct): Compilation of the Blarney plus extra duties re en	(3,000.00)	
EFT Pymt	EFT 11807	17 Oct 2025	Beverley Hotel; CDJV Enterprises Pty L	Council Meet - 27 Aug 2025: Catering for lunch	(303.00)	
EFT Pymt	EFT 11808	17 Oct 2025	Ceilings and Roofing Perth	Various bldgs: Ceiling repairs & renovations	(8,426.00)	
EFT Pymt	EFT 11809	17 Oct 2025	E & MJ Rosher P/L	BE423 (PMOW03): Parts	(433.08)	
EFT Pymt	EFT 11810	17 Oct 2025	HC Construction Services Pty Ltd	LBS2503 - Staff Room and Office Space Expansion: Kitchen wall removal	(15,400.00)	
EFT Pymt	EFT 11811	17 Oct 2025	Kathryn Joyce Badger	Rates refund partial (credit bal) for Ass 33 - 94 Vincent Street, Beverley 6304	(1,000.00)	
EFT Pymt	EFT 11812	17 Oct 2025	LED Signs Pty Ltd	LBS2604 Electronic scoreboard upgrade: Cancellation fee as contract terminated	(1,567.50)	
EFT Pymt	EFT 11813	17 Oct 2025	LGIS (LGISWA)	2025/26 Insurance: 2 of 2 instalments	(178,868.49)	
EFT Pymt	EFT 11814	17 Oct 2025	Onsite Repairs	Various: Services & tyre repairs	(4,335.07)	
EFT Pymt	EFT 11815	17 Oct 2025	Reap What You Sow	2025-08, 09 (Aug x 2, Sep x3) Gym Inductions	(150.00)	
EFT Pymt	EFT 11816	17 Oct 2025	Screenlink Pty Ltd - Batteries Plus and	Licensing: Toner	(324.61)	
EFT Pymt	EFT 11817	17 Oct 2025	Shacks Holden	BE015 (PUTE02): Parts	(392.51)	
EFT Pymt	EFT 11818	17 Oct 2025	Shire of Merredin	2025/26 Damstra E Learning share	(409.20)	
EFT Pymt	EFT 11819	17 Oct 2025	Synergy	Street Lights: 25 Aug - 24 Sep 25; Power use x 2: 10 Sep - 07 Oct 25	(3,810.66)	
EFT Pymt	EFT 11820	17 Oct 2025	T-Bone Beverley	Morbinning Fire Crew Start Up Meeting, 16 Oct 2025: Meat supply	(62.93)	
EFT Pymt	EFT 11821	17 Oct 2025	WA Contract Ranger Services Pty Ltd	Ranger Services: 01 & 08 Oct 2025	(1,703.63)	
EFT Pymt	EFT 11822	17 Oct 2025	Zircodata Pty Ltd	2025-09 Sep: Storage of Archive boxes	(32.87)	(262,070.40)
EFT Pymt	EFT 11823	17 Oct 2025	Beverley Supermarket & Liquor (IGA)	2025-09 Sep purchases	(614.53)	
EFT Pymt	EFT 11824	17 Oct 2025	Bunnings Building Supplies Pty Ltd	Various bldgs: Supplies	(7,275.20)	
EFT Pymt	EFT 11825	17 Oct 2025	Dormakaba Australia Pty Ltd	Lesser Hall: Callout for inner automatic doors	(466.00)	(8,355.73)
Direct Debit	DD 5215.01	07 Oct 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,232.25)	
Direct Debit	DD 5215.02	07 Oct 2025	UniSuper	Superannuation contributions	(345.51)	
Direct Debit	DD 5215.03	07 Oct 2025	National Mutual Retirement Fund	Superannuation contributions	(209.00)	
Direct Debit	DD 5215.04	07 Oct 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(347.84)	
Direct Debit	DD 5215.05	07 Oct 2025	Macquarie Superannuation Plan	Superannuation contributions	(349.36)	
Direct Debit	DD 5215.06	07 Oct 2025	HostPlus	Superannuation contributions	(101.59)	

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 5215.07	07 Oct 2025	Australian Super	Superannuation contributions	(1,813.26)	
Direct Debit	DD 5215.08	07 Oct 2025	Aware Super Pty Ltd	Superannuation contributions	(7,738.43)	
Direct Debit	DD 5215.09	07 Oct 2025	MLC MasterKey Personal Super	Superannuation contributions	(190.75)	
Direct Debit	DD 5215.10	07 Oct 2025	Australian Retirement Trust (Super func	Superannuation contributions	(47.48)	
Direct Debit	DD 5215.11	07 Oct 2025	REST	Superannuation contributions	(95.08)	
Direct Debit	DD 5215.12	07 Oct 2025	Prime Super P/L	Superannuation contributions	(135.33)	
Direct Debit	DD 5215.13	07 Oct 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(418.32)	
Direct Debit	DD 5215.14	07 Oct 2025	AMP Lifetime Super	Superannuation contributions	(218.19)	<b>(13,242.39)</b>
Direct Debit	DD 5233.01	21 Oct 2025	Shadforth Portfolio Service - Super	Superannuation contributions	(1,232.25)	
Direct Debit	DD 5233.02	21 Oct 2025	UniSuper	Superannuation contributions	(360.38)	
Direct Debit	DD 5233.03	21 Oct 2025	National Mutual Retirement Fund	Superannuation contributions	(236.30)	
Direct Debit	DD 5233.04	21 Oct 2025	Mercer Super Trust, The Trustee for	Superannuation contributions	(351.05)	
Direct Debit	DD 5233.05	21 Oct 2025	Macquarie Superannuation Plan	Superannuation contributions	(349.36)	
Direct Debit	DD 5233.06	21 Oct 2025	HostPlus	Superannuation contributions	(302.77)	
Direct Debit	DD 5233.07	21 Oct 2025	Australian Super	Superannuation contributions	(1,685.25)	
Direct Debit	DD 5233.08	21 Oct 2025	Aware Super Pty Ltd	Superannuation contributions	(6,484.42)	
Direct Debit	DD 5233.09	21 Oct 2025	MLC MasterKey Personal Super	Superannuation contributions	(226.69)	
Direct Debit	DD 5233.10	21 Oct 2025	Australian Retirement Trust (Super func	Superannuation contributions	(64.10)	
Direct Debit	DD 5233.11	21 Oct 2025	REST	Superannuation contributions	(316.92)	
Direct Debit	DD 5233.12	21 Oct 2025	Prime Super P/L	Superannuation contributions	(152.51)	
Direct Debit	DD 5233.13	21 Oct 2025	Colonial First State Super (Gibson Dani	Superannuation contributions	(418.32)	
Direct Debit	DD 5233.14	21 Oct 2025	AMP Lifetime Super	Superannuation contributions	(221.19)	<b>(12,401.51)</b>
Direct Debit	122	01 Oct 2025	1 - Bank Charges	Bank Charges - Staff assist txns	(5.00)	<b>(5.00)</b>
Direct Debit	122	03 Oct 2025	7 - CBA Merchant Fee	CBA Merchant fees - Municipal acct	(2,071.02)	<b>(2,071.02)</b>
Direct Debit	122	03 Oct 2025	7 - CBA Merchant Fee	CBA Merchant fees - Trust acct	(21.05)	<b>(21.05)</b>
Direct Debit	122	06 Oct 2025	8 - ANZ Transactive	ANZ Transactive	(172.50)	<b>(172.50)</b>
Direct Debit	122	06 Oct 2025	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	<b>(77.00)</b>

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	122	06 Oct 2025	12 - ANZ - BPAY	ANZ - BPAY	(381.98)	(381.98)
Direct Debit	122	17 Oct 2025	1 - Bank Charges	Bank Charges - account servicing fee	(22.00)	(22.00)
Direct Debit	122	02 Oct 2025	3 - DoT Payments	DoT payments	(3,935.25)	
Direct Debit	122	29 Oct 2025	3 - DoT Payments	DoT payments	(471.80)	
Direct Debit	122	30 Oct 2025	3 - DoT Payments	DoT payments	(2,640.65)	
Direct Debit	122	31 Oct 2025	3 - DoT Payments	DoT payments	(2,987.45)	
Direct Debit	122	03 Oct 2025	3 - DoT Payments	DoT payments	(3,424.40)	
Direct Debit	122	06 Oct 2025	3 - DoT Payments	DoT payments	(1,885.25)	
Direct Debit	122	07 Oct 2025	3 - DoT Payments	DoT payments	(7,423.65)	
Direct Debit	122	08 Oct 2025	3 - DoT Payments	DoT payments	(5,553.35)	
Direct Debit	122	09 Oct 2025	3 - DoT Payments	DoT payments	(1,945.05)	
Direct Debit	122	10 Oct 2025	3 - DoT Payments	DoT payments	(5,918.35)	
Direct Debit	122	13 Oct 2025	3 - DoT Payments	DoT payments	(1,406.15)	
Direct Debit	122	14 Oct 2025	3 - DoT Payments	DoT payments	(1,109.30)	
Direct Debit	122	15 Oct 2025	3 - DoT Payments	DoT payments	(2,868.90)	
Direct Debit	122	16 Oct 2025	3 - DoT Payments	DoT payments	(1,797.70)	
Direct Debit	122	17 Oct 2025	3 - DoT Payments	DoT payments	(4,455.80)	
Direct Debit	122	20 Oct 2025	3 - DoT Payments	DoT payments	(2,733.25)	
Direct Debit	122	21 Oct 2025	3 - DoT Payments	DoT payments	(513.70)	
Direct Debit	122	22 Oct 2025	3 - DoT Payments	DoT payments	(3,463.20)	
Direct Debit	122	23 Oct 2025	3 - DoT Payments	DoT payments	(1,281.80)	
Direct Debit	122	24 Oct 2025	3 - DoT Payments	DoT payments	(1,984.55)	
Direct Debit	122	27 Oct 2025	3 - DoT Payments	DoT payments	(2,428.25)	
Direct Debit	122	28 Oct 2025	3 - DoT Payments	DoT payments	(549.75)	(60,777.55)
Direct Debit	EFT 11798	13 Oct 2025	WA Treasury Corporation	Loan 120 (Cornerstone Building): Deb 15 of 30 Repayment - Oct 2025	(34,503.80)	(34,503.80)
Direct Debit	EFT 11826	24 Oct 2025	Credit Card - Shire of Beverley	2025-09 Sep Credit Card purchases	(8,888.51)	(8,888.51)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(1,021,765.44)</b>	<b>(1,021,765.44)</b>

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
<b>WAGES &amp; SALARIES</b>							
EFT Pymt		08 Oct 2025	Wages & Salaries	FE - 07 Oct 2025	(74,184.15)		
EFT Pymt		22 Oct 2025	Wages & Salaries	FE - 21 Oct 2025	(63,426.43)		
					<b>WAGES &amp; SALARIES</b>	<b>(137,610.58)</b>	<b>(137,610.58)</b>
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>							
					<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>	<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>							
					<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>	<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>							
Direct Debit		16 Oct 2025	Pymnt to Fatzebra	Refund #22027103 (L Holden) being \$66 refund; \$0.30 txn fee	(66.30)		
					<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<b>(66.30)</b>	<b>(66.30)</b>
<b>INVESTMENTS</b>							
					0.00		
					<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>	<b>(1,159,442.32)</b>	<b>(1,159,442.32)</b>

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>						
<b>CEO - STEPHEN GOLLAN</b>						
Credit card	9PHXM6X3	09 Sep 2025	SEGRA	Conference 17 Oct 2025 Success in the Bush Forum" for Cr DJ Ridgway	165.00	165.00
Credit card	46816	09 Sep 2025	LG Prof Aust WA	AI Workshop 23 Oct 2025 - Jacinta Murray	315.00	480.00
Credit card	46815	09 Sep 2025	LG Prof Aust WA	AI Workshop 23 Oct 2025 - Alison Lewis	280.00	760.00
Credit card	#JB-22828093	10 Sep 2025	JB HiFi	Staff Room & office space expansion - TV fixed wall bracket (40-90 set)	149.00	909.00
Credit card	#JB-22828016	10 Sep 2025	JB HiFi	Staff Room & office space expansion - Samsung QLED 4K smart tv 75	1,395.00	<b>2,304.00</b>
<b>DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)</b>						
Credit card	?230925	23 Sep 2025	Skyline Holdings Pty Ltd	Loc Gov Week 22 - 23 Sep 2025: Refreshments x 3 (no tax invoice received)	73.19	73.19
Credit card	#01012667	23 Sep 2025	C Restaurant	Loc Gov Week 22 - 23 Sep 2025: Refreshments x 5	1,156.02	1,229.21
Credit card	144365	23 Sep 2025	Metro Bar & Bistro	Loc Gov Week 22 - 23 Sep 2025: Refreshments x 4	54.00	1,283.21
Credit card	1478175	24 Sep 2025	Parmelia Hilton	Loc Gov Week 22 - 23 Sep 2025: Accommodation x 5	3,080.40	4,363.61
Credit card	REC:46662	25 Sep 2025	Shire of Beverley	Civic Centre - Occupancy permit	110.00	4,473.61
Credit card	701450508	26 Sep 2025	SEEK	Employment advertising - Maintenance Grader Operator	522.50	<b>4,996.11</b>
<b>MOW - STEPHEN VINCENT</b>						
Credit card	1/SEP25	05 Sep 2025	A1 Salvage & Hardware	Staff Room & office space expansion - supplies (nuts, bolts, tek screws)	295.00	295.00
Credit card	REC 01/51753	16 Sep 2025	Aust Post Beverley	Retirement gift for Paul Mactaggart	155.95	450.95
Credit card	REC 01/51752	16 Sep 2025	Aust Post Beverley	Retirement gift for Paul Mactaggart	510.45	961.40
Credit card	4424	24 Sep 2025	Perth Equipment Sales	Minor Plant - fork tyne extensions	627.00	<b>1,588.40</b>
<b>September 2025 transactions presented on 24 October 2025 (EFT 11826) Shire of Beverley Municipal Bank account</b>					<b>8,888.51</b>	<b>8,888.51</b>

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - OCTOBER 2025**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b><i>TRUST ACCOUNT DETAILS</i></b>						
<b>PAYMENTS RAISED IN CURRENT MONTH</b>						
				<i>PAYMENTS RAISED IN CURRENT MONTH</i>	0.00	0.00
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>						
				<i>PAYMENTS UNPRESENTED IN CURRENT BANK #</i>	0.00	0.00
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
				<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>	0.00	0.00
<b>OTHER AMENDMENTS / GENERAL JOURNALS</b>						
				<i>OTHER AMENDMENTS / GENERAL JOURNALS</i>	0.00	0.00
				<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>		<b>0.00</b>
				<b>TOTAL EXPENDITURE as reconciled to the OCTOBER 2025 BANK STATEMENTS</b>		
				Municipal Account Expenditure		<b>(1,159,442.32)</b>
				Trust Account Expenditure		0.00
				<b>TOTAL EXPENDITURE for OCTOBER 2025</b>		<b>(1,159,442.32)</b>

### **11.3 2024/25 Management Letter**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 29 October 2025</b>
<b>Report Date:</b>	<b>4 November 2025</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>ADM 0231</b>
<b>Author and Position:</b>	<b>Simon Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>29 October 2025</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Audit Findings for Management Letter</b>

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#### **SUMMARY**

Council to consider receiving the 2024/25 Management Letter.

#### **BACKGROUND**

The final audit was conducted by AMD Chartered Accountants between 24 – 26 September 2025 and authorised by the OAG on 27 October 2025.

The Audit, Risk and Improvement Committee (ARIC) met on 29 October 2025 prior to the 29 October Ordinary Council meeting where it was advised that the Auditors had provided an incomplete Management Letter, with five findings listed instead of six findings. The final version of the Management Letter had been presented to staff on the morning of 29 October 2025 ARIC meeting. Staff required additional time to adequately respond to the sixth finding.

The ARIC received the Management Letter with five findings but advised Council to lay the item on the table to allow the sixth finding to be responded to.

#### **COMMENT**

The final 2024/25 Management Letter containing six minor findings with Shire Management comment is attached for the Council's reference.

#### **STATUTORY ENVIRONMENT**

Section 7.12A of the *Local Government Act 1995* provides the following:

7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —
  - (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
  - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.
- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
  - (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
  - (b) ensure that appropriate action is taken in respect of those matters.

- (4) A local government is to —
- (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
  - (b) forward a copy of that report to the Minister, by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.2 Continuous organisational improvement

## RISK IMPLICATIONS

Failure to approve, report and publish an Annual Report would result in non-compliance *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. Signing the letters forms part of the Annual Report and approving this item will mitigate potential risks.

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

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

## POLICY IMPLICATIONS

Nil

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

**M5/1126**

**Moved Cr Sattler**

**Seconded Cr Martin**

**That the 2024/25 Management Letter be received.**

**CARRIED 6/0**

*For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil*



**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

Index of findings	Potential impact on audit opinion	Rating			Prior year finding
		Significant	Moderate	Minor	
1. Depreciation on Infrastructure Assets	No		✓		
2. Excessive Leave Balances	No			✓	✓
3. Purchasing Exceptions	No			✓	✓
4. General Journals	No			✓	
5. Employee Benefit Provisions	No			✓	
6. Rates Recovery Policy	No			✓	

**Key to ratings**

The Ratings in this management letter are based on the audit team’s assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

**Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However even if the issue is not likely to impact the audit opinion, it should be addressed promptly.

**Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.

**Minor** - Those findings that are not of primary concern but still warrant action being taken.

The ratings included are preliminary ratings and could be modified pending other findings being identified, rated and the consideration of them collectively on the ratings and any potential impact on the audit opinion.

**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**1. Depreciation on Infrastructure Assets**

Our review of the asset register identified that infrastructure assets additions are not being depreciated following their addition to the asset register. Instead, a consistent annual depreciation charge is applied until a formal revaluation is conducted. Post-revaluation, depreciation is recalculated based on the updated valuation.

**Rating: Moderate**

**Implication**

Risk of misstatement to infrastructure balances and depreciation charge in the financial statements and risk of non-compliance with the required of AASB 116 *Property, Plant and Equipment*. This could result in material misstatement if there are significant additions between revaluations.

**Recommendation**

Depreciation should be calculated and applied from the date infrastructure assets are capitalised in the asset register based on the asset's useful life. The Shire should review its asset register and ensure that timely and accurate depreciation of newly added assets is applied.

**Management comment**

*The last revaluation of infrastructure assets was conducted in 2023.*

*Fair value of infrastructure assets is based on Depreciated Replacement Cost with depreciation being applied on a condition basis, in line with AASB 13 Fair Value Measurement. This could mean a stretch of road which has been constructed two years ago is still in "as new" condition and therefore applied/calculated depreciation would be minimal.*

*Consequently, there is potentially likely to be little difference between depreciation calculated at the last valuation and what will likely be the depreciation figure calculated at the next revaluation.*

*When the next revaluation process is conducted by qualified Valuers in 2028, the infrastructure asset values, based on depreciated replacement cost, will be reset taking into account the renewal works conducted in the preceding years (revised condition ratings) and the revaluation cycle will continue.*

*Management have confidence in applying depreciation to infrastructure assets in line with the most recent valuation report and that the fair values presented in the financial statements are fair and reasonable.*

**Responsible person:** Simon Marshall, Deputy CEO

**Completion date:** On going.

**Further Comment**

As noted above in the implication, this could result in material misstatement if there are significant additions between revaluations, and could potentially result in a qualified audit opinion.

**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**2. Excessive Leave Balances**

Our audit procedures identified 3 employees who had an annual leave balance in excess of 8 weeks as at 30 June 2025 representing non-compliance with the Shire's documented Annual Leave Policy (AF002).

This was first raised in 2023. We note that management are closely monitoring excessive leave balances of staff.

**Rating: Minor (2024: Minor)**

**Implication**

Excessive annual leave balances increases the risk of an adverse impact through excessive liabilities. In addition, fraud can also be more easily concealed by staff who do not take leave.

**Recommendation**

We recommend the Shire continue to manage and monitor the excessive annual leave balances to reduce the liability, risks of business interruption and potential fraud.

**Management comment**

*Leave balances are monitored on an on going basis and staff with excessive leave balances are encouraged to take leave.*

*The three employees identified have since taken leave in the 25/26 FY, reducing their excess balances.*

**Responsible person:** Jenelle Reynolds, Payroll Officer  
**Completion date:** On going.

**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**3. Purchasing Exceptions**

Our sample testing of 25 purchases identified 1 instance where only one quotation was obtained, despite the Shire's purchasing policy requiring two quotations.

This issue was also reported in 2024.

**Rating: Minor (2024: Minor)**

**Implication**

When purchases are made without obtaining the required number of quotations there is increased risk of supplier favouritism and not obtaining value for money.

**Recommendation**

Quotes should be obtained for purchases in-line with the Shire's purchasing policy. Where it is impractical to obtain the required number of quotations, the reasons for this should be recorded during the requisition stage, prior to committing to the purchase of goods or services.

**Management comment**

*The Shire of Beverley Purchasing Policy should be complied with, however there are instances when compliance cannot be achieved due to alternative contractors/suppliers being unavailable to fulfill the purchasing request.*

*In instances where the Purchasing Policy can't be met, a note should be included with the procurement documentation advising of the reason/s why.*

**Responsible person:** Gaye Mather, Senior Finance Officer  
**Completion date:** On going.

**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**4. General Journals**

During our review of general journals, we noted that journals raised by the Deputy CEO are not subject to independent review.

**Rating: Minor**

**Implication**

The absence of independent review of general journals increases the risk of error and omissions not being detected in a timely manner.

**Recommendation**

We recommend that all general journals be signed off to provide evidence of independent review.

**Management comment**

*Noted – will look to co-authorise journals created by the DCEO.*

**Responsible person:** Simon Marshall, Deputy CEO

**Completion date:** On going.

**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**5. Employee Benefit Provisions**

We noted that employee benefit provisions were calculated using wage rates at 30 June 2025, which did not take into account increases in wage rates effective July 2025.

**Rating: Minor**

**Implication**

Non-compliance with Australian Accounting Standard AASB119 Employee Benefits and risk of misstatement of employee entitlement provisions.

**Recommendation**

In accordance with AASB119, employee entitlements at 30 June 2025 are to be calculated using wage rates at which the benefit is expected to be paid.

**Management comment**

*Pay increases don't take effect at the first full pay period in the next financial year; in any event the difference would be immaterial (~3%) and proposed wage increases may not be realised.*

*We'll use proposed pay rates to calculate employee entitlement provisions in future.*

**Responsible person:** Jenelle Reynolds, Payroll Officer

**Completion date:** On going.

**SHIRE OF BEVERLEY**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2025**

**FINDINGS IDENTIFIED DURING THE FINAL AUDIT**

**6. Rates Recovery Policy**

The Shire's Rates Recovery Policy (AF006) has not been reviewed since October 2016.

**Rating: Minor**

**Implication**

Without approved and reviewed policies and procedures, staff may be unaware of Council and management's expectations regarding how they conduct themselves and perform various key transactions and activities. This can lead to errors, fraud and/or non-compliance.

**Recommendation**

We recommend policies and procedures be reviewed with sufficient frequency to ensure they remain appropriate and compliant with applicable legislation.

**Management comment**

*All Policies are reviewed by Council annually; there may be a typo relating to the review date of AF006.*

**Responsible person:** Ali Lewis, Executive Assistant  
**Completion date:** On going.

## **12. ADMINISTRATION**

Nil.



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

Nil.

## **14. CONFIDENTIAL ITEMS**

### **14.1 Meeting Closed to the Public**

Council to consider a confidential item, Contract for the Provision of Medical Services to the Shire of Beverley in a meeting closed to the public in accordance with Section 5.23(2) of the *Local Government Act 1995*.

This matter is considered to be confidential under Section 5.23(2)e(iii) of the *Local Government Act 1995*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the Local Government.

#### **OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M6/1126**

**Moved Cr Sattler**

**Seconded Cr Maxwell**

**That the meeting be closed to the public for Council to discuss Confidential Item 14.2 Contract for the Provision of Medical Services to the Shire of Beverley.**

**CARRIED 6/0**

*For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil*

(There were no members of the public)

## **14.2 Contract for the Provision of Medical Services to the Shire of Beverley**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 26 November 2025</b>
<b>Report Date:</b>	<b>14 November 2025</b>
<b>Applicant:</b>	<b>Dr Aderemi Adebayo, Dr Olayinka Omoniyi and Dr Solagbade Oyetunji</b>
<b>File Reference:</b>	<b>ADM 0045</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>Council Briefing – 28 May 2025 and 29 October 2025</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Contract for the Provision of Medical Services</b>

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### **COUNCIL RESOLUTION**

**M7/1126**

**Moved Cr Sattler**

**Seconded Cr Maxwell**

**That Council endorse the Contract for the Provision of Medical Services to the Shire of Beverley by Dr Dr Aderemi Adebayo, Dr Olayinka Omoniyi and Dr Solagbade Oyetunji, subject to the amendment of Clause 20:**

#### ***20. Option to Renew***

***If the Doctors at least twelve (12) months, but not earlier than twenty four (24) months, prior to the date for commencement of the Further Term gives the Shire a Notice to grant the Further Term and there is no subsisting default by the Licensee at the date of service of the notice in:***

- (a) the payment of any amounts payable under the terms of this Contract; or***
- (b) the performance or observance of the Doctors' covenants,***

***notice of which has been given to the Doctors and remains unremedied after the expiration of a reasonable time after the giving of that notice then the Shire will grant the Doctors a contract for the Further Term and on the same terms as this Contract other than this clause 20 in respect of Further Term previously taken.***

**substituting the word “will” for “may”, to read “may grant the Doctors a contract”; and authorise the Chief Executive Officer and Shire President to execute the contract on behalf of Council.**

**CARRIED 6/0**

***For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil***

### **14.3 Meeting Open to the Public**

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION**

**M8/1126**

**Moved Cr Sattler**

**Seconded Cr Shaw**

**That the meeting re-open to the public and announce any decisions made.**

**CARRIED 6/0**

*For: Cr Ridgway, Cr Sattler, Cr Lawlor, Cr Martin, Cr Maxwell & Cr Shaw  
Against: Nil*

(There were no members of the public)

The Presiding Member announced that Council had discussed the Contract for the Provision of Medical Services to the Shire of Beverley and agreed to its renewal, subject to the amendment of one clause that the Chief Executive Officer will action.

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

Nil.

**16. CLOSURE**

The Presiding Member thanked everyone for their attendance and declared the meeting closed at 3:18pm.

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

PRESIDING MEMBER:

DATE: