



25 AUGUST 2015

ORDINARY MEETING

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 2:15pm

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DJ Ridgway	President	South Ward
Cr CJ Pepper	Deputy President	West Ward
Cr JD Alexander		North Ward
Cr T Buckland		South Ward
Cr DW Davis		West Ward
Cr P Gogol		North Ward
Cr KM Murray		North Ward
Cr LC Shaw		West Ward
Cr DC White		South Ward

2.2 Staff In Attendance

Mr SP Gollan	Chief Executive Officer
Mr SK Marshall	Deputy Chief Executive Officer
Mr BS de Beer	Shire Planner (from 2:19pm to 2:29pm)
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Nil

2.5 Condolences

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

RIDGWAY	Donald Neil	8 August 2015
LEACH	Barry	15 August 2015
FLEAY	Harold	23 August 2015

3. DECLARATIONS OF INTEREST

3.1 Cr Pepper – Item 11.2 – Impartiality

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 28 July 2015

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 28 July 2015 be confirmed.

COUNCIL RESOLUTION

M1/0815

Moved Cr Buckland

Seconded Cr Gogol

That the Minutes of the Ordinary Council Meeting held Tuesday 28 July 2015 be confirmed, subject to the following amendments to the motions in Item 11.5:

COUNCIL RESOLUTION

M9/0715

Moved Cr Pepper

Seconded Cr Davis

That:

In accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2016 be as follows:

Gross Rental Value	\$0.105079
Gross Rental Value Minimum	\$769.00
Unimproved Value	\$0.008964
Unimproved Value Minimum	\$769.00

CARRIED BY ABSOLUTE MAJORITY 7/1

COUNCIL RESOLUTION

M10/0715

Moved Cr Pepper

Seconded Cr Davis

That:

1. In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within thirty five (35) days of the service of rates notice, 4 August 2015.

CARRIED BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION

M11/0715

Moved Cr Pepper

Seconded Cr Davis

That:

1. In accordance with s6.51 of the *Local Government Act 1995*, an 11% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.

CARRIED BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION

M12/0715

Moved Cr Pepper

Seconded Cr Davis

That:

1. In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.

CARRIED BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION

M13/0715

Moved Cr Pepper

Seconded Cr Davis

That:

1. In accordance with s6.50 of the *Local Government Act 1995*, the due dates of instalments under the formal rate instalment program be;

1 st Instalment	8 September 2015
2 nd Instalment	10 November 2015
3 rd Instalment	12 January 2016
4 th Instalment	14 March 2016

CARRIED BY ABSOLUTE MAJORITY 8/0

CARRIED 9/0

8. TECHNICAL SERVICES

Nil

2:19pm – Mr Stefan de Beer, Shire Planner, joined the meeting.

9. PLANNING SERVICES

9.1 Development Application: Motorcycle Event Lot 7157 Southern Branch Rd

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 19 August 2015
APPLICANT: Willie Thompson – Dirt High Promotions
FILE REFERENCE: SOU 573
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Application Letter, Locality Map and Track Layout

SUMMARY

An application has been received to conduct a non-commercial Motorcycle Event at Lot 7157 and others, Southern Branch Road, Beverley. It will be recommended the application is approved.

BACKGROUND

It is proposed to hold a non-commercial Motorcycle Event at Lot 7157 and others, Southern Branch Road, Beverley. The event is proposed to occur on the 6th September 2015, and would be similar to events that were previously held on the same subject properties.

The subject properties are zoned Farming, partly cleared and vacant. Access is via Smart Road. The event will be held on properties located in both the Shire of Beverley as well as the Shire of Brookton (please refer to the Contextual Locality Map, attached hereto). For this reason, a similar report served before the Brookton Shire Council for consideration.

The proposal entails a 'Pony Express Motorcycle Event' to be held on Sunday 6th September 2015, from 9am to 4pm.

The event will be run under permit from *Motorcycling Australia* and run in accordance with the Australian Rules of Competition, with Public Liability Cover of \$50,000,000.

A copy of the application letter and other documentation are enclosed for ease of reference.

COMMENT

Under the Shire of Beverley's Town Planning Scheme No. 2 (TPS 2) the proposed event is a *use not listed*. Clause 3.2.5 of TPS 2 states that where a land use is not listed Council may:

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

Given that the proposed use will not preclude agricultural use of the property for the remainder of the year and provides entertainment options not normally available in Beverley, it will be recommended Council determine that the proposed use may be consistent with the objectives and purpose of the Farming zone.

ADVERTISING

In compliance with Clause 6.2 of TPS 2 the application was advertised for a period of 21 days. One submission was received indicating no objection to the proposal. A summary of the submissions received and officer's responses are detailed in the table below:

	Respondent	Property	Comment	Planner's Response
1	Ron Ridgway PO Box 169 Beverley WA 6304	Avon Loc 4849	No Objection to proposal.	Noted.

Planning intent for the zone

It is the opinion of the Shire Planner that the land use is consistent with the objectives and purposes of the zone. The proposal is located in a Farming zone and is remote from any sensitive land uses. Given the temporary nature of the proposal it is unlikely there will be any substantial negative impact on rural character, amenity or agricultural production in the surrounding area. Therefore it will be recommended the proposal be determined to be consistent with the objectives and purposes of the zone.

Character and Amenity

Given the temporary nature of the proposed activity and remote location it is unlikely there will be any substantial disturbance to the character or amenity of the area.

The main potential disturbance to amenity would be from noise and traffic. To ensure such amenity disturbance is minimised, should Council approve the application, hours of operation could be restricted as a condition of approval.

Emergency and Risk Management

The applicant has submitted an Emergency and Risk Management Plan (ERMP) for the event addressing possible identified risks and proposed mitigation measures. These include, amongst others:

- Emergency Evacuation;
- Fire Management;
- First Aid and Ambulance Services;
- Toilet Facilities, etc.

Should Council approve the application, adherence to the ERMP will be recommended to be made a condition of Planning Approval. Should Councillors so wish, a copy of the ERMP can be made available on request.

Conclusion

The application to conduct a motorcycle event is supported because:

- Any negative external impact will be limited;
- Previous events similar in nature have been conducted without incident; and
- Recommended conditions of approval are anticipated to address matters of concern.

Therefore it will be recommended the application be approved.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council resolve:

- a) By absolute majority that the proposed use is consistent with the planning objectives and purpose of the Farming zone.
- b) To grant planning approval for a Motorcycle Event at lot 7157 and others, Southern Branch Road, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.
2. This approval is for activities occurring between and including 4th and 6th September 2015, as described in the application documentation.
3. Ablution facilities that comply with the Shire of Beverley's Environmental Health requirements shall be available on site at all times during the event.
4. Motorcycle activity shall only occur between the hours of 9.00am and 4.00pm on the 6th of September 2015.
5. The risk mitigation, control and responsibilities as prescribed in the Emergency and Risk Management Plan (ERMP) shall be complied with at all times during the event.
6. A person appropriately qualified in first aid shall be on site at all times during the event.

Advice Notes:

1. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
2. The applicant is advised to submit similar applications to the Shire at least 3 months before the scheduled event, in order for the Shire to adhere to the relevant Statutory requirements of the Shire of Beverley Town Planning Scheme.

COUNCIL RESOLUTION

M2/0815

Moved Cr Shaw

Seconded Cr Murray

That Council resolve:

- a) **By absolute majority that the proposed use is consistent with the planning objectives and purpose of the Farming zone.**
- b) **To grant planning approval for a Motorcycle Event at lot 7157 and others, Southern Branch Road, subject to the following conditions and advice notes:**

Conditions:

1. **Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
2. **This approval is for activities occurring between and including 4th and 6th September 2015, as described in the application documentation.**
3. **Ablution facilities that comply with the Shire of Beverley's Environmental Health requirements shall be available on site at all times during the event.**
4. **Motorcycle activity shall only occur between the hours of 9.00am and 4.00pm on the 6th of September 2015.**
5. **The risk mitigation, control and responsibilities as prescribed in the Emergency and Risk Management Plan (ERMP) shall be complied with at all times during the event.**
6. **A person appropriately qualified in first aid shall be on site at all times during the event.**

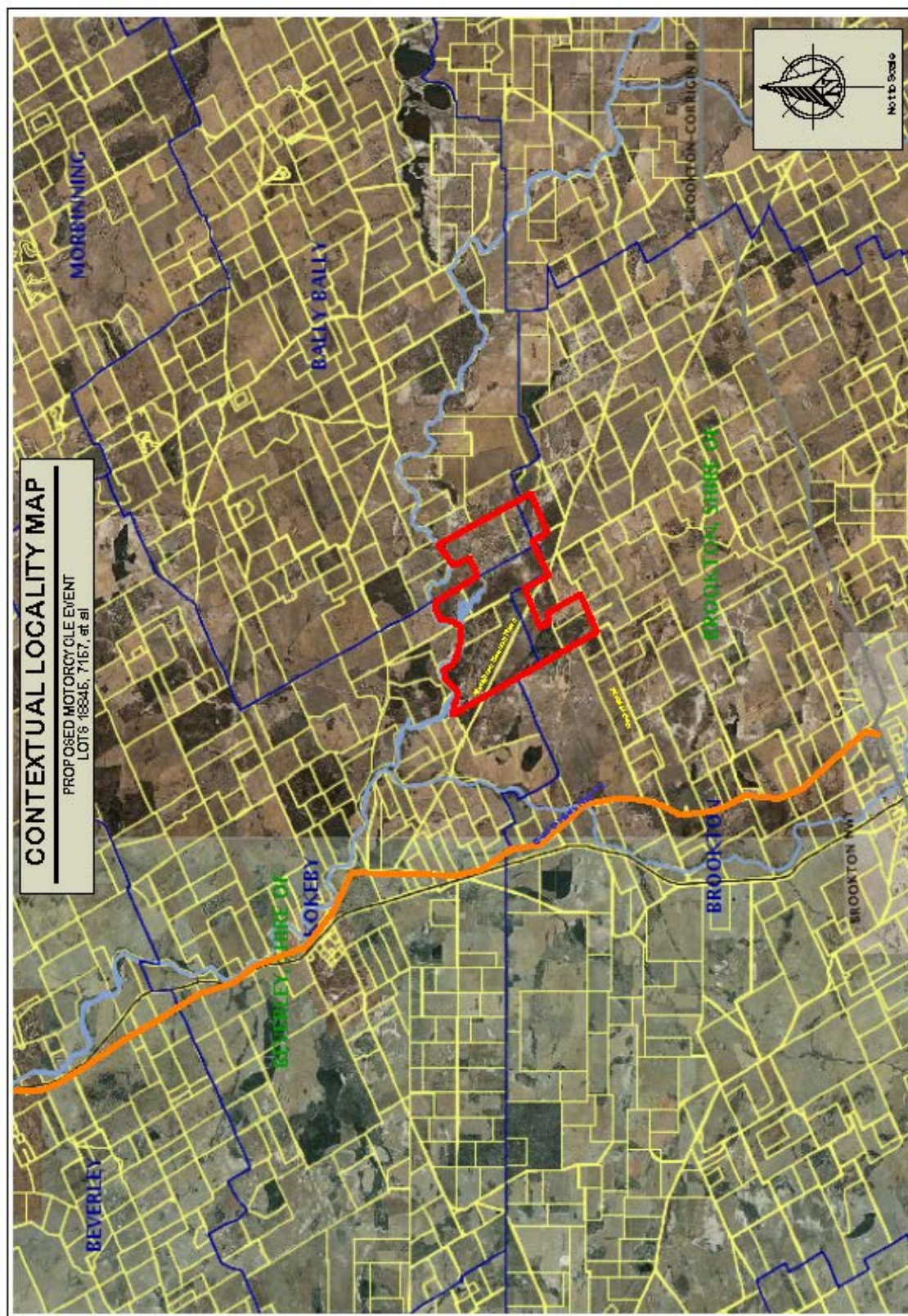
Advice Notes:

1. **Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
2. **The applicant is advised to submit similar applications to the Shire at least 3 months before the scheduled event, in order for the Shire to adhere to the relevant Statutory requirements of the Shire of Beverley Town Planning Scheme.**

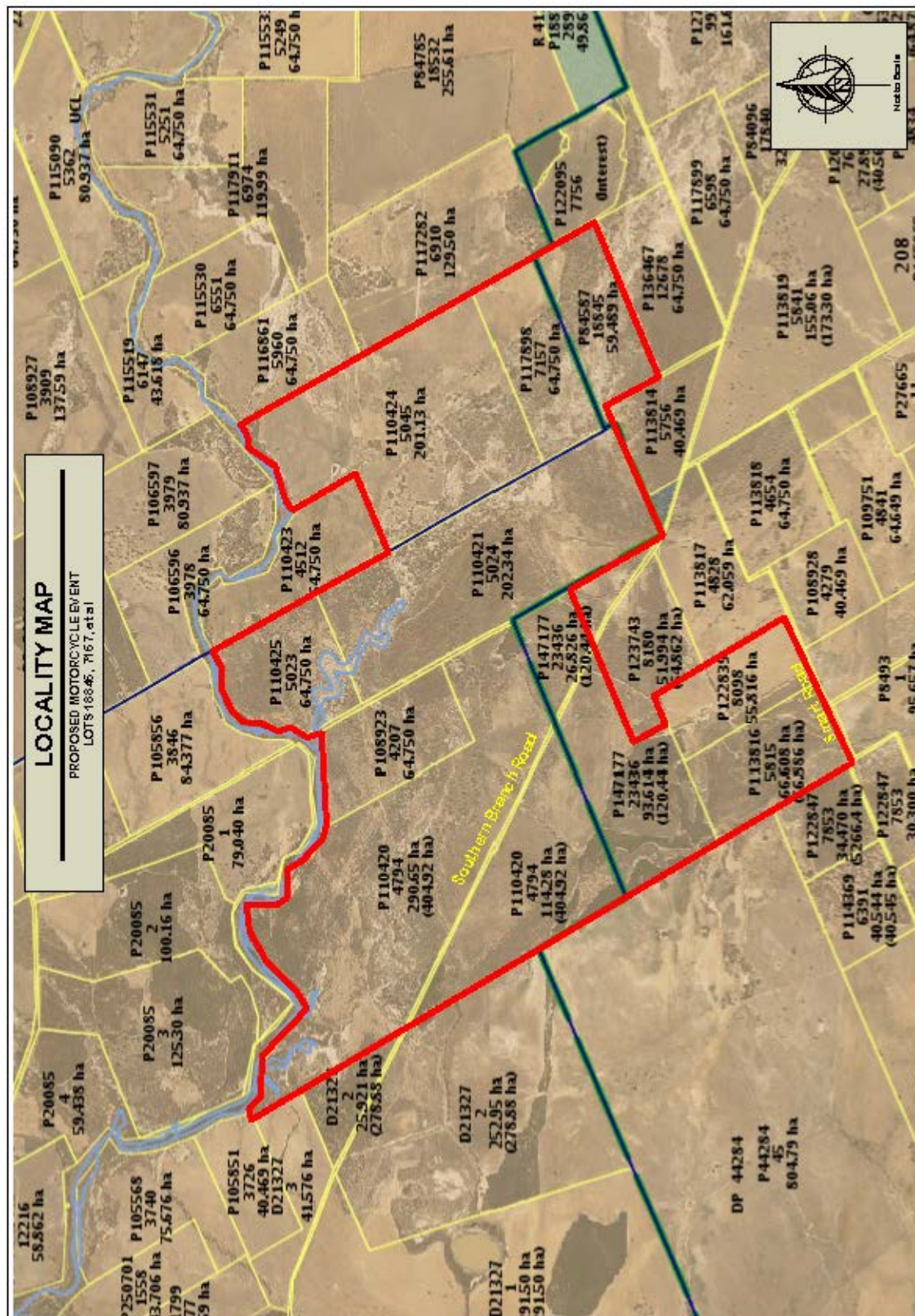
CARRIED 9/0

2:29pm – Stefan de Beer left the meeting and did not return.

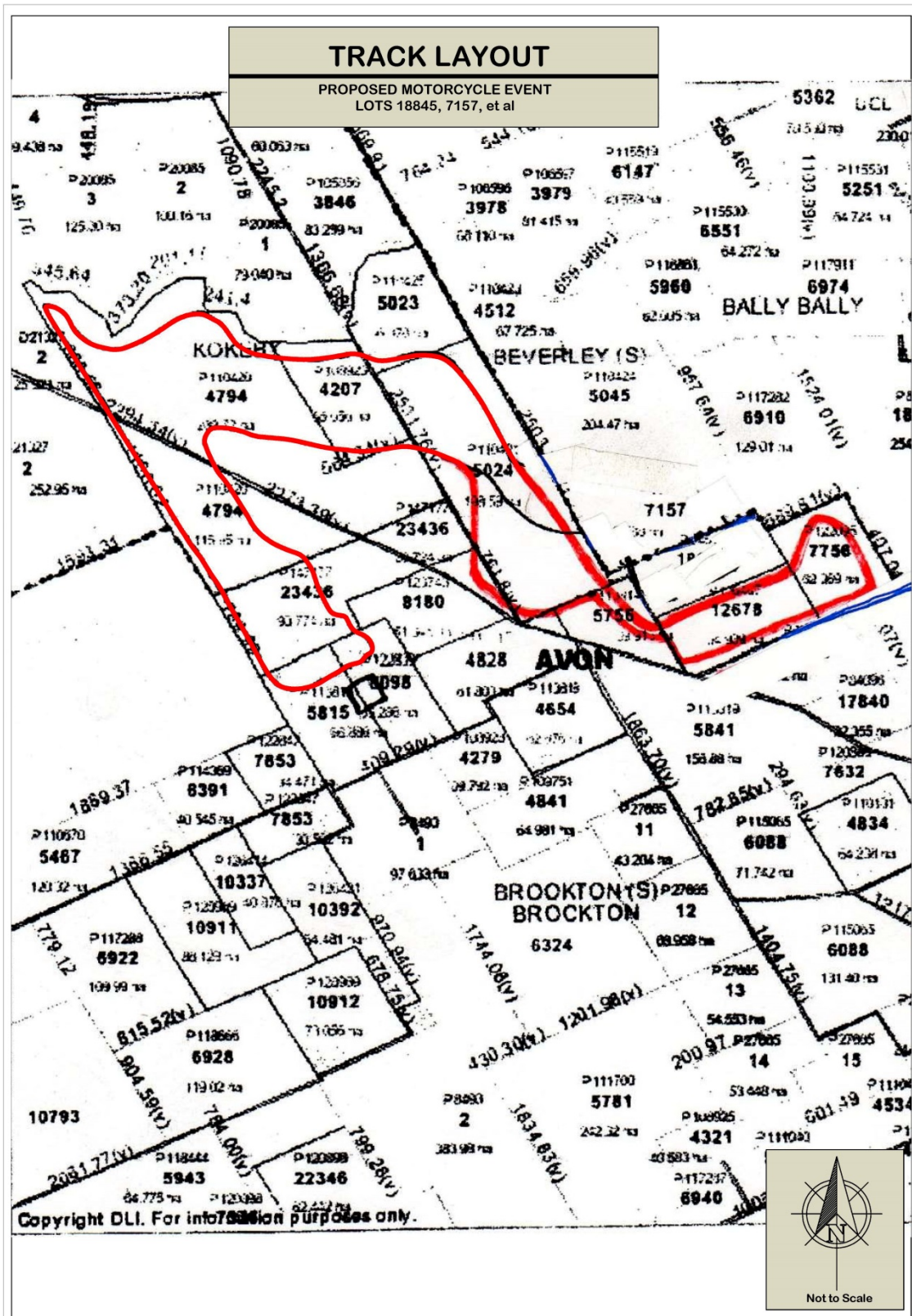
Attachment 9.1



Attachment 9.1



Attachment 9.1



10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 18 August 2015
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: July 2015 Financial Reports

SUMMARY

Council to consider accepting the financial reports for the period ending 31 July 2015.

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 2015 Ordinary Meeting, item 11.4

COMMENT

The monthly financial report for the period ending 31 July 2015 has been provided and includes:

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

STATUTORY ENVIRONMENT

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

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

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

The Statement is to be accompanied by:

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

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2015/16 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the monthly financial report for the month of July 2015 be accepted and material variances be noted.

COUNCIL RESOLUTION

M3/0815

Moved Cr Davis

Seconded Cr Pepper

That the monthly financial report for the month of July 2015 be accepted and material variances be noted.

CARRIED 9/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 July 2015**

Description	Budget 2015/16	YTD Budget 2015/16	YTD Actual 2015/16	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,051,715.00	2,743,785.00	2,740,816.71	(2,968.29)	
Governance	13,110.00	208.00	0.00	(208.00)	
Law, Order & Public Safety	127,314.00	16.00	513.17	497.17	
Health	100.00	8.00	0.00	(8.00)	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	93,654.00	11,203.00	11,394.85	191.85	
Community Amenities	255,110.00	163,136.00	167,552.98	4,416.98	
Recreation & Culture	3,047,806.00	1,303.00	4,045.86	2,742.86	
Transport	1,388,186.00	232,857.00	233,705.03	848.03	
Economic Activities	81,900.00	6,915.00	7,578.24	663.24	
Other Property & Services	43,100.00	3,582.00	3,007.37	(574.63)	
Total Operating Revenue	8,101,995.00	3,163,013.00	3,168,614.21	5,601.21	
Operating Expenditure					
General Purpose Funding	(197,858.00)	(15,327.00)	(15,039.82)	287.18	
Governance	(465,578.00)	(58,563.00)	(54,603.77)	3,959.23	
Law, Order & Public Safety	(220,430.00)	(30,908.00)	(37,357.58)	(6,449.58)	Labour and Plant hours for fire mitigation works on Vincent St block greater than anticipated.
Health	(148,009.00)	(11,753.00)	(7,514.25)	4,238.75	Medical Practice, Doctor's Residence and Infant Health Building maintenance expenses lower than anticipated YTD.
Education & Welfare	(79,228.00)	(2,942.00)	(3,091.00)	(149.00)	
Housing	(324,475.00)	(21,359.00)	(20,555.36)	803.64	
Community Amenities	(522,657.00)	(43,309.00)	(44,970.74)	(1,661.74)	
Recreation & Culture	(1,125,460.00)	(91,552.00)	(86,576.08)	4,975.92	
Transport	(1,640,955.00)	(172,529.00)	(175,618.38)	(3,089.38)	
Economic Activities	(379,943.00)	(26,911.00)	(25,453.72)	1,457.28	
Other Property & Services	(15,275.00)	(903.00)	(36,451.40)	(35,548.40)	PWOH and POC expenses to be allocated.
Total Operating Expenditure	(5,119,868.00)	(476,056.00)	(507,232.10)	(31,176.10)	
Net Operating	2,982,127.00	2,686,957.00	2,661,382.11	(25,574.89)	
Capital Income					
Self-Supporting Loan - Principal Repayment	12,765.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	216,000.00	64,000.00	64,133.45	133.45	
Total Capital Income	228,765.00	64,000.00	64,133.45	133.45	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 July 2015**

Description	Budget 2015/16	YTD Budget 2015/16	YTD Actual 2015/16	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(4,530,000.00)	0.00	0.00	0.00	
Plant and Equipment	(613,500.00)	(82,000.00)	(76,197.08)	5,802.92	Purchase cost of Executive Vehicles lower than anticipated.
Office Furniture and Equipment	(73,500.00)	(250.00)	(297.82)	(47.82)	
Road Construction	(1,657,601.00)	0.00	0.00	0.00	
Other Infrastructure	(438,151.00)	0.00	0.00	0.00	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(66,633.00)	0.00	0.00	0.00	
Total Capital Expenditure	(7,379,385.00)	(82,250.00)	(76,494.90)	5,755.10	
Net Capital	(7,150,620.00)	(18,250.00)	(12,361.45)	5,888.55	
Adjustments					
Depreciation Written Back	1,221,816.00	101,818.00	117,741.99	15,923.99	Infrastructure depreciation rates revised following 2014/15 valuation report.
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 LSL Provision	0.00	0.00	0.00	0.00	
Profit/Loss on Disposal of Assets Written Back	19,300.00	1,608.33	8,391.49	6,783.16	Asset disposal earlier than anticipated.
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	299,382.00	0.00	0.00	0.00	
New Loan Funds	970,000.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	1,657,995.00	1,657,995.00	1,657,995.04	0.04	
Total Adjustments	4,168,493.00	1,761,421.33	1,784,128.52	22,707.19	
CLOSING SURPLUS/(DEFICIT)	0.00	4,430,128.33	4,433,149.18	3,020.85	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 July 2015	
Description	YTD Actual 2015/16
Current Assets	
Cash at Bank	66,526.00
Cash - Unrestricted Investments	1,172,990.29
Cash - Restricted Reserves	1,810,675.44
Cash on Hand	300.00
Accounts Receivable	3,482,669.02
Self-Supporting Loan - Current	12,764.65
Inventory - Fuel	11,248.28
Total Current Assets	6,557,173.68
Current Liabilities	
Accounts Payable	(181,095.18)
Loan Liability - Current	(66,631.77)
Annual Leave Liability - Current	(190,129.69)
Long Service Leave Liability - Current	(169,690.04)
Total Current Liabilities	(607,546.68)
Adjustments	
Less Restricted Reserves	(1,810,675.44)
Less Self-Supporting Loan Income	(12,764.65)
Add Leave Reserves - Cash Backed	240,330.50
Add Loan Principal Expense	66,631.77
Total Adjustments	(1,516,477.82)
NET CURRENT ASSETS	4,433,149.18

SHIRE OF BEVERLEY STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDING 31 July 2015			
Description	Actual 2014/15	YTD Actual 2015/16	Movement
Current Assets			
Cash and Cash Equivalents	3,476,096.95	3,050,491.73	(425,605.22)
Accounts Receivable	427,852.54	3,482,669.02	3,054,816.48
Self-Supporting Loan - Current	12,764.65	12,764.65	0.00
Inventory	9,588.89	11,248.28	1,659.39
Total Current Assets	3,926,303.03	6,557,173.68	2,630,870.65
Current Liabilities			
Accounts Payable	(325,378.67)	(181,095.18)	144,283.49
Loan Liability - Current	(66,631.77)	(66,631.77)	0.00
Annual Leave Liability - Current	(190,129.69)	(190,129.69)	0.00
Long Service Leave Liability - Current	(169,690.04)	(169,690.04)	0.00
Total Current Liabilities	(751,830.17)	(607,546.68)	144,283.49
Non-Current Assets			
Non-Current Debtors	72,006.26	72,006.26	0.00
Land and Buildings	18,513,678.21	18,481,388.26	(32,289.95)
Plant and Equipment	1,813,878.53	1,803,755.66	(10,122.87)
Furniture and Equipment	172,530.41	169,686.95	(2,843.46)
Infrastructure	46,753,025.24	46,684,509.49	(68,515.75)
Self-Supporting Loan - Non Current	102,099.41	102,099.41	0.00
Total Non-Current Assets	67,427,218.06	67,313,446.03	(113,772.03)
Non-Current Liabilities			
Loan Liability - Non Current	(1,005,118.12)	(1,005,118.12)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(20,234.37)	(20,234.37)	0.00
Total Non-Current Liabilities	(1,025,352.49)	(1,025,352.49)	0.00
Net Assets	69,576,338.43	72,237,720.54	2,661,382.11
Equity			
Accumulated Surplus	(46,405,645.05)	(49,067,027.16)	(2,661,382.11)
Reserves - Cash Backed	(1,810,675.44)	(1,810,675.44)	0.00
Reserve - Revaluations	(21,360,017.94)	(21,360,017.94)	0.00
Total Equity	(69,576,338.43)	(72,237,720.54)	(2,661,382.11)

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2015**

Job #	Job Description	YTD Actual 2015/16
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	85.41
RR002	Athol Rd (RoadID: 26) (Maintenance)	0.00
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	159.14
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	0.00
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	133.47
RR008	Barrington Rd (RoadID: 13) (Maintenance)	2,036.77
RR009	Batemans Rd (RoadID: 78) (Maintenance)	0.00
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	0.00
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	0.00
RR013	Beringer Rd (RoadID: 29) (Maintenance)	0.00
RR014	Bethany Rd (RoadID: 148) (Maintenance)	0.00
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	628.89
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	0.00
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	0.00
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	0.00
RR022	Carrs Rd (RoadID: 47) (Maintenance)	0.00
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	1,018.70
RR024	Caudle Rd (RoadID: 140) (Maintenance)	0.00
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	0.00
RR027	Collins Rd (RoadID: 66) (Maintenance)	0.00
RR028	Cookes Rd (RoadID: 61) (Maintenance)	1,513.19
RR029	Corberding Rd (RoadID: 43) (Maintenance)	3,881.80
RR030	County Peak Rd (RoadID: 96) (Maintenance)	66.74
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	0.00
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	468.25
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	0.00
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	0.00
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	0.00
RR036	Drapers Rd (RoadID: 79) (Maintenance)	0.00
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	616.86
RR039	Ewert Rd (RoadID: 27) (Maintenance)	0.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2015**

Job #	Job Description	YTD Actual 2015/16
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	0.00
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	193.19
RR043	Gors Rd (RoadID: 30) (Maintenance)	66.74
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	133.47
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	0.00
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	253.47
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	0.00
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	0.00
RR052	Jones Rd (RoadID: 48) (Maintenance)	0.00
RR053	K1 Rd (RoadID: 85) (Maintenance)	0.00
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	659.67
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	10,470.76
RR060	Lennard Rd (RoadID: 58) (Maintenance)	3,629.11
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	414.25
RR062	Luptons Rd (RoadID: 22) (Maintenance)	0.00
RR063	Maitland Rd (RoadID: 39) (Maintenance)	88.32
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	1,088.30
RR065	Manns Rd (RoadID: 59) (Maintenance)	1,403.41
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	775.12
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	0.00
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	0.00
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	0.00
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	224.72
RR075	Murrays Rd (RoadID: 71) (Maintenance)	159.14
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	66.74
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	66.74
RR079	Patten Rd (RoadID: 53) (Maintenance)	0.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2015**

Job #	Job Description	YTD Actual 2015/16
RR080	Petchells Rd (RoadID: 38) (Maintenance)	0.00
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	0.00
RR082	Pike Rd (RoadID: 45) (Maintenance)	0.00
RR083	Potts Rd (RoadID: 14) (Maintenance)	358.20
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	1,443.34
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	66.74
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	0.00
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	133.47
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	0.00
RR089	Rogers Rd (RoadID: 62) (Maintenance)	0.00
RR090	Rossi Rd (RoadID: 156) (Maintenance)	0.00
RR091	Rumble Rd (Maintenance)	0.00
RR092	Schillings Rd (RoadID: 65) (Maintenance)	0.00
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	0.00
RR095	Simmons Rd (RoadID: 101) (Maintenance)	68.14
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	0.00
RR098	Smith Rd (RoadID: 72) (Maintenance)	0.00
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	0.00
RR100	Spavens Rd (RoadID: 44) (Maintenance)	68.14
RR101	Springhill Rd (RoadID: 23) (Maintenance)	5,879.19
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	0.00
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	0.00
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	1,220.60
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	0.00
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	0.00
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	0.00
RR109	Walgy Rd (RoadID: 42) (Maintenance)	0.00
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	0.00
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	1,740.22
RR114	Westdale Rd (RoadID: 166) (Maintenance)	2,111.10
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 July 2015		
Job #	Job Description	YTD Actual 2015/16
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	6,392.29
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	5,508.26
RR999	Rural Roads Various (Maintenance)	2,028.68
Sub Total	Rural Road Maintenance	57,320.74
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	221.45
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	153.85
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	1,308.29
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	230.36
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	0.00
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	42.85
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	0.00
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	0.00
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	0.00
TS023	Hope St (RoadID: 115) (Maintenance)	450.38
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	149.94
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	1,389.58
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00

<p align="center">SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 July 2015</p>		
Job #	Job Description	YTD Actual 2015/16
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	620.93
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	691.71
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	0.00
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	0.00
TS042	Richardson St (RoadID: 124) (Maintenance)	0.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	45.63
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	1,773.09
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS777	Street Bin Clearing	2,073.13
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	1,063.23
Sub Total	Town Streets Maintenance	10,214.42
Total	Road Maintenance	67,535.16

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 JULY 2015						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
9701-42341	Reserve Funds ANZ					
	Long Service Leave	93,832.04				
	Office Equipment	10,000.00				
	Airfield Emergency	35,252.00				
	Plant	55,955.82				
	Bush Fire Fighters	113,719.89				
	Building	349,335.54				
	Recreation Ground	354,191.99				
	Cropping Committee	294,252.20				
	Avon River Development	22,857.01				
	Annual Leave	146,498.46				
	Community Bus	37,249.18				
	Road Construction	297,531.31	1,810,675.44	6 mths	2.80%	24/12/2015
2902-40204	Online Saver ANZ	164,024.33	164,024.33	Ongoing	1.40%	Ongoing
1657397	Term Deposit Bendigo	508,965.96	508,965.96	2 mths	2.40%	10/09/2015
1651189	Term Deposit Bendigo	200,000.00	200,000.00	3 mths	2.75%	6/10/2015
1651238	Term Deposit Bendigo	300,000.00	300,000.00	4 mths	2.75%	4/11/2015
	Total		2,983,665.73			

2:32pm – Prior to Item 11.2, Cr Pepper declared an interest of impartiality given that his business receives payment for goods supplied.

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 18 July 2015
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S K Marshall, Deputy Chief Executive Officer
ATTACHMENTS: July 2015 – List of Accounts

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of July 2015.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2015/16 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 2015/16 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION

That the presented List of Accounts be received:

July 2015:

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

Cheque vouchers

15 July 15	1352-1354	(3)	\$ 13,290.33	(authorised by CEO S Gollan and DCEO S Marshall)
20 July 15	1355-1356	(2)	\$ 5,416.42	(authorised by CEO S Gollan and DCEO S Marshall)
22 July 15	1357-1357	(1)	\$ 424.93	(authorised by CEO S Gollan and DCEO S Marshall)
29 July 15	1358-1358	(1)	\$ 433.35	(authorised by CEO S Gollan and DCEO S Marshall)
Total of cheque vouchers for July 2015 incl			\$ 19,565.03	previously paid.

EFT vouchers

02 July 15	1 - 38	(38)	\$ 44,203.87	(authorised by CEO S Gollan and DCEO S Marshall)
03 July 15	EFT 245-245	(1)	\$ 500,000.00	(authorised by DCEO S Marshall and Cr D White)
06 July 15	EFT 246-246	(1)	\$ 5,078.00	(authorised by CEO S Gollan and DCEO S Marshall)
15 July 15	EFT 251-289	(39)	\$ 114,982.85	(authorised by CEO S Gollan and DCEO S Marshall)
16 July 15	1 - 37	(37)	\$ 44,908.20	(authorised by CEO S Gollan and DCEO S Marshall)
21 July 15	EFT 290-291	(2)	\$ 126,966.19	(authorised by CEO S Gollan and DCEO S Marshall)
22 July 15	EFT 292-293	(2)	\$ 17,721.66	(authorised by CEO S Gollan and DCEO S Marshall)
29 July 15	EFT 298-328	(31)	\$ 147,336.94	(authorised by CEO S Gollan and DCEO S Marshall)
30 July 15	1 - 38	(38)	\$ 45,266.15	(authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for July 2015 incl			\$ 1,046,463.86	previously paid.

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

Cheque vouchers

29 July 15	1475-1475	(1)	\$ 30.00	(authorised by CEO S Gollan and DCEO S Marshall)
Total of cheque vouchers for July 2015 incl			\$ 30.00	previously paid.

EFT vouchers

15 July 15	EFT 248-250	(3)	\$ 800.00	(authorised by CEO S Gollan and DCEO S Marshall)
29 July 15	EFT 294-297	(4)	\$ 630.00	(authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for July 2015 incl			\$ 1,430.00	previously paid.

(3) **Direct Debit** Payments totalling \$ 84,372.19 previously paid.

(4) **Credit Card** Payments totalling \$ 42.50 previously paid.

COUNCIL RESOLUTION

M4/0815

Moved Cr Buckland

Seconded Cr Shaw

That the presented List of Accounts be received:

July 2015:

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

Cheque vouchers

15 July 15	1352-1354	(3)	\$ 13,290.33	(authorised by CEO S Gollan and DCEO S Marshall)
20 July 15	1355-1356	(2)	\$ 5,416.42	(authorised by CEO S Gollan and DCEO S Marshall)
22 July 15	1357-1357	(1)	\$ 424.93	(authorised by CEO S Gollan and DCEO S Marshall)
29 July 15	1358-1358	(1)	\$ 433.35	(authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for July 2015 incl \$ 19,565.03 previously paid.

EFT vouchers

02 July 15	1 - 38	(38)	\$ 44,203.87	(authorised by CEO S Gollan and DCEO S Marshall)
03 July 15	EFT 245-245	(1)	\$ 500,000.00	(authorised by DCEO S Marshall and Cr D White)
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16 July 15	1 - 37	(37)	\$ 44,908.20	(authorised by CEO S Gollan and DCEO S Marshall)
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29 July 15	EFT 298-328	(31)	\$ 147,336.94	(authorised by CEO S Gollan and DCEO S Marshall)
30 July 15	1 - 38	(38)	\$ 45,266.15	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for July 2015 incl \$ 1,046,463.86

previously paid.

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

Cheque vouchers

29 July 15	1475-1475	(1)	\$ 30.00	(authorised by CEO S Gollan and DCEO S Marshall)
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Total of cheque vouchers for July 2015 incl \$ 30.00 previously paid.

EFT vouchers

15 July 15	EFT 248-250	(3)	\$ 800.00	(authorised by CEO S Gollan and DCEO S Marshall)
29 July 15	EFT 294-297	(4)	\$ 630.00	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for July 2015 incl \$ 1,430.00 previously paid.

(3) Direct Debit Payments totalling \$ 84,372.19 previously paid.

(4) Credit Card Payments totalling \$ 42.50 previously paid.

CARRIED 9/0

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 245	03-Jul-2015	Bendigo and Adelaide Bank	03 15/16 Invest - Term Deposit for 4 months	(500,000.00)	(500,000.00)
EFT Pymt	EFT 246	06-Jul-2015	BDF - Beverley Dome Fuel & Hire	4,000L @ \$1.2695/L inc	(5,078.00)	(5,078.00)
EFT Pymt	EFT 251	15-Jul-2015	Ag Implements Merredin	Various Vehicles: Parts	(75.80)	
EFT Pymt	EFT 252	15-Jul-2015	Allira Hill	Gravel Royalties: Jan - Jun 2015	(3,291.20)	
EFT Pymt	EFT 253	15-Jul-2015	Avon Trading Co	Jun 15 Hardware purchases	(1,243.41)	
EFT Pymt	EFT 254	15-Jul-2015	Avon Waste	1,929 Bin Collection FE 26 Jun 15 inc Recycling Bins & 1 x Recycling Collection	(4,436.64)	
EFT Pymt	EFT 255	15-Jul-2015	B M Minchin & Sons	Gravel Royalties: Jan - Jun 2015	(1,084.60)	
EFT Pymt	EFT 256	15-Jul-2015	BOC Limited	Depot: Replacement Gas (Indust Oxygen)	(85.05)	
EFT Pymt	EFT 257	15-Jul-2015	BSL - Building Commission	Feb - Jun 15 BSL Collections x 19	(1,261.20)	
EFT Pymt	EFT 258	15-Jul-2015	BT Equipment P/L ta Tutt Bryant Equipment	BE033 (PROL01): Parts	(1,717.06)	
EFT Pymt	EFT 259	15-Jul-2015	Beverley CRC (Community Resource Centre)	2015-07 Jul: Blarney compilation for production	(825.00)	
EFT Pymt	EFT 260	15-Jul-2015	Beverley Country Kitchen	Various Meets: Catering	(283.00)	
EFT Pymt	EFT 261	15-Jul-2015	Beverley Farm Services	Uniforms (Protective Clothing) for Works Crew	(6,619.47)	
EFT Pymt	EFT 262	15-Jul-2015	Beverley Gas & Plumbing	Depot: Replace stormwater drains	(13,294.13)	
EFT Pymt	EFT 263	15-Jul-2015	Beverley Newsagency	Jun 2015 Purchases	(341.55)	
EFT Pymt	EFT 264	15-Jul-2015	Beverley Supermarket & Liquor (IGA)	Jun 2015 Purchases	(638.57)	
EFT Pymt	EFT 265	15-Jul-2015	Blackwoods	Various Bldgs; Cleaning products	(2,805.80)	
EFT Pymt	EFT 266	15-Jul-2015	C & D Cutri	Bridge 3210 - Talbot Rd: Repairs	(5,500.00)	
EFT Pymt	EFT 267	15-Jul-2015	CDA Air & Solar (Ventrue Imports Pty Ltd)	Town Hall: Winter Service Close Down	(795.00)	
EFT Pymt	EFT 268	15-Jul-2015	Chantelle Meade	Catering - Corporate Strategy meeting 14 Jul 15	(240.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 269	15-Jul-2015	Courier Australia / Toll Ipec P/L	Freight Charges: 22 - 24 Jun 2015	(264.82)	
EFT Pymt	EFT 270	15-Jul-2015	Covs	Various: Parts	(285.02)	
EFT Pymt	EFT 271	15-Jul-2015	Denise Jo Ridgway	Travel Claim: Apr - Jun 2015	(1,032.40)	
EFT Pymt	EFT 272	15-Jul-2015	EA Strange & Co	Gravel Royalties: Jan - Jun 2015	(19,055.30)	
EFT Pymt	EFT 273	15-Jul-2015	Elmline P/L	Gravel Royalties: Jan - Jun 2015	(7,629.60)	
EFT Pymt	EFT 274	15-Jul-2015	Felton Industries P/L	4 x alum park settings, 2 sided	(4,479.20)	
EFT Pymt	EFT 275	15-Jul-2015	Fulton Hogan Industries	Various Rds: 1T Ezstreet Bulk Bag	(704.00)	
EFT Pymt	EFT 276	15-Jul-2015	Game On Contracting	Truck Hire to cart Gravel	(6,380.00)	
EFT Pymt	EFT 277	15-Jul-2015	Hitachi Construction Machinery - ABN 62 000 080 179	BE (PGRD01): Parts	(31.43)	
EFT Pymt	EFT 278	15-Jul-2015	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(77.60)	
EFT Pymt	EFT 279	15-Jul-2015	Max Harrison Edwards	Reimbursement for tyre repair re fire 26-27 Nov 2014 J Barrett-Lennard's, Gt Sthn Hwy	(400.00)	
EFT Pymt	EFT 280	15-Jul-2015	Michael Wilson	2015-07 Jul: Photocopying & delivery of the Blarney	(250.00)	
EFT Pymt	EFT 281	15-Jul-2015	Natway Furniture & Construction	Court House Gym: Replace scotia to underside of gutter	(2,035.00)	
EFT Pymt	EFT 282	15-Jul-2015	Northam Carpet Court	Court House Gym: Carpeting front rooms	(2,290.00)	
EFT Pymt	EFT 283	15-Jul-2015	PCS - Perfect Computer Solutions	Computer Support: Shire & Medical - 26 Jun 15	(425.00)	
EFT Pymt	EFT 284	15-Jul-2015	Perth Banners	Swim Pool: Shade Cloth	(1,980.00)	
EFT Pymt	EFT 285	15-Jul-2015	RiskID	Margret Helmsley: Workforce Planning Review & Update	(11,000.00)	
EFT Pymt	EFT 286	15-Jul-2015	Shire of Quairading	NRM Contribution - 2 of 4 pits	(5,197.50)	
EFT Pymt	EFT 287	15-Jul-2015	Skipper Truck Parts	BEV1 (PCB01): Parts	(4,552.20)	
EFT Pymt	EFT 288	15-Jul-2015	Snap Osborne Park	5,000 DLX Window envelopes	(1,095.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 289	15-Jul-2015	WA Hino	BE012 (PTRK06): 20,000km Service	(1,281.30)	(114,982.85)
EFT Pymt	EFT 290	21-Jul-2015	LGIS (Jardine Lloyd Thompson P/L)	2015/16 Insurance (Motor Vehicle)	(37,202.29)	
EFT Pymt	EFT 291	21-Jul-2015	LGIS (LGISWA)	2015/16 Property Insurance - 1 of 2 instalments	(89,763.90)	(126,966.19)
EFT Pymt	EFT 292	22-Jul-2015	BDF - Beverley Dome Fuel & Hire	4,002L diesel @ \$1.2294/L inc	(4,920.06)	
EFT Pymt	EFT 293	22-Jul-2015	Shacks Holden	Asset 28007 2015 Holden Evoke S/Wagon BEV0	(12,801.60)	(17,721.66)
EFT Pymt	EFT 298	29-Jul-2015	ASB Marketing P/L	Uniforms: Admin Staff	(4,015.61)	
EFT Pymt	EFT 299	29-Jul-2015	Archivewise	2015-06 Jun: Storage of Archives - 176 boxes	(75.49)	
EFT Pymt	EFT 300	29-Jul-2015	Arrow Bronze	Niche Wall - Catholic: Double Plaque (The Late S Mally)	(771.59)	
EFT Pymt	EFT 301	29-Jul-2015	Australia Post	Jun 2015 Postage	(260.50)	
EFT Pymt	EFT 302	29-Jul-2015	Avon Express	Freight Charges: Jun 2015	(170.50)	
EFT Pymt	EFT 303	29-Jul-2015	Avon Waste	1,932 Bin Collection FE 24 Jul 15 inc Recycling Bins & 1 x Recycling Collection	(8,987.22)	
EFT Pymt	EFT 304	29-Jul-2015	Beverley Agricultural Society	2015 Trophy Sponsorship - Bev Show	(150.00)	
EFT Pymt	EFT 305	29-Jul-2015	Beverley Newsagency	Jul 2015 Purchases	(65.30)	
EFT Pymt	EFT 306	29-Jul-2015	Beverley Tyre Service	Jun 2015 Tyre Service	(506.00)	
EFT Pymt	EFT 307	29-Jul-2015	Cannon Hygiene	Various buildings: 2015/16 Annual Hygiene Servicing	(2,959.35)	
EFT Pymt	EFT 308	29-Jul-2015	Central Country Zone WALGA	2015/16 Annual Subscription	(3,960.00)	
EFT Pymt	EFT 309	29-Jul-2015	Courier Australia / Toll Ipec P/L	Freight Charges: 24 Jun 2015	(28.60)	
EFT Pymt	EFT 310	29-Jul-2015	Data #3	Adobe Acrobat Pro 2 year Renewal x 5	(551.32)	
EFT Pymt	EFT 311	29-Jul-2015	Dot of Lands	Res L3001, Forrest St: Lease RK174786 to 31 Dec 15	(7,675.00)	
EFT Pymt	EFT 312	29-Jul-2015	Eastern Hills Saws & Mowers	Chainsaws (PSP99): Repairs	(223.50)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 313	29-Jul-2015	Filters Plus	BE003 (PGRD01): Parts	(242.17)	
EFT Pymt	EFT 314	29-Jul-2015	Fire & Safety WA	Fire Brigades: Equipment	(1,631.72)	
EFT Pymt	EFT 315	29-Jul-2015	IT Vision	Annual License Fees	(19,384.20)	
EFT Pymt	EFT 316	29-Jul-2015	JT Sheetmetal P/L	Workshop & Mem Park Toilets: Materials	(230.66)	
EFT Pymt	EFT 317	29-Jul-2015	Jason Signmakers	Avon Historic Tourist Drive (Photographs)	(2,902.46)	
EFT Pymt	EFT 318	29-Jul-2015	LED Signs	Electronic Scoreboard: Cricket Scoring Software	(550.00)	
EFT Pymt	EFT 319	29-Jul-2015	LGSA - Local Gov Supervisors Assoc WA Inc	15/16 Membership Fee - Works Supervisor	(38.50)	
EFT Pymt	EFT 320	29-Jul-2015	Landgate	Valuation Fees (Rural UV Interim Shd): 16 May - 12 Jun 15	(313.30)	
EFT Pymt	EFT 321	29-Jul-2015	LGMA - Local Government Manager Australia WA	2015/16 Annual Subscription Corporate	(2,390.00)	
EFT Pymt	EFT 322	29-Jul-2015	MRWA - Main Roads WA	Shire Contribution re Bridge 1502: Waterway assessment & design for replacement	(65,999.52)	
EFT Pymt	EFT 323	29-Jul-2015	Shacks Holden	Asset 28008 2015 Holden Caprice Sedan BE1	(1,129.60)	
EFT Pymt	EFT 324	29-Jul-2015	Shire of Brookton	2015-06 Jun Town Planning Scheme - Stefan de Beer	(20,017.30)	
EFT Pymt	EFT 325	29-Jul-2015	St John Ambulance WA Ltd - Northam Depot	Workplace: Servicing First Aid Kits	(528.62)	
EFT Pymt	EFT 326	29-Jul-2015	WA Contract Ranger Services	Ranger services - 15, 22 Jul 2015	(1,519.37)	
EFT Pymt	EFT 327	29-Jul-2015	WA Treasury Corporation	Amended Guarantee Fee on Loans 112, 116, 117 & 118 to 30 Jun 2015	(5.75)	
EFT Pymt	EFT 328	29-Jul-2015	Westdale Hydraulics	PSP99: Parts	(53.79)	(147,336.94)
Cheque #	1352	15-Jul-2015	ACMA - Australian Comm & Media Authority	Land Mobile Appart Lic - Ambulatory Sys - VL6FI	(106.00)	
Cheque #	1353	15-Jul-2015	CTF - Construction Training Fund (BCTIF)	Feb - Jun 15 BCTIF Collections x 7	(1,586.23)	
Cheque #	1354	15-Jul-2015	Synergy	Street Lights: 25 May - 25 Jun 15	(11,598.10)	(13,290.33)
Cheque #	1355	20-Jul-2015	ATO - Australian Tax Office	JUN 2015 BAS Obligation (inc FBT instalment)	(3,415.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1356	20-Jul-2015	Telstra	Samsung Tablets: Rental to 01 Aug 15, Calls to 01 Jul 15	(2,001.42)	(5,416.42)
Cheque #	1357	22-Jul-2015	Water Corporation	2015/16 Trade Waste Permit	(424.93)	(424.93)
Cheque #	1358	29-Jul-2015	Synergy	L78 Waterhatch Rd, Council Dam: 22 May - 14 Jul 15	(433.35)	(433.35)
Direct Debit	DD 136.1	14-Jul-2015	Click Super	Superwrap - Personal Super Plan	(744.03)	
Direct Debit	DD 136.2	14-Jul-2015	Click Super	WA Super	(5,865.29)	
Direct Debit	DD 136.3	14-Jul-2015	Click Super	Kinetic Super	(141.49)	
Direct Debit	DD 136.4	14-Jul-2015	Click Super	Colonial First State Super (Corrigan Justin)	(293.57)	
Direct Debit	DD 136.5	14-Jul-2015	Click Super	Australian Super	(179.40)	(7,223.78)
Direct Debit	DD 155.1	28-Jul-2015	Click Super	Superwrap - Personal Super Plan	(744.03)	
Direct Debit	DD 155.2	28-Jul-2015	Click Super	WA Super	(6,161.17)	
Direct Debit	DD 155.3	28-Jul-2015	Click Super	Kinetic Super	(141.49)	
Direct Debit	DD 155.4	28-Jul-2015	Click Super	Colonial First State Super (Corrigan Justin)	(293.57)	
Direct Debit	DD 155.5	28-Jul-2015	Click Super	Australian Super	(179.40)	(7,519.66)
Direct Debit	1	01-Jul-2015	7 - CBA Merchant Fee	CBA Merchant Fee	(165.93)	
Direct Debit	1	02-Jul-2015	8 - ANZ Transactive Fee	ANZ Transactive Fee	(70.00)	
Direct Debit	1	03-Jul-2015	7 - CBA Merchant Fee	CBA POS Fee	(22.62)	
Direct Debit	1	06-Jul-2015	6 - Westnet Payments	Westnet Payments	(66.00)	
Direct Debit	1	09-Jul-2015	9 - Vodafone Messaging	Vodafone Messaging	(82.50)	
Direct Debit	1	01-Jul-2015	3 - Payments for DOT	Payments for DOT	(12,098.80)	
Direct Debit	1	02-Jul-2015	3 - Payments for DOT	Payments for DOT	(2,346.70)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	1	03-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,851.35)	
Direct Debit	1	06-Jul-2015	3 - Payments for DOT	Payments for DOT	(2,275.90)	
Direct Debit	1	07-Jul-2015	3 - Payments for DOT	Payments for DOT	(2,832.70)	
Direct Debit	1	08-Jul-2015	3 - Payments for DOT	Payments for DOT	(3,260.35)	
Direct Debit	1	09-Jul-2015	3 - Payments for DOT	Payments for DOT	(4,649.40)	
Direct Debit	1	10-Jul-2015	3 - Payments for DOT	Payments for DOT	(2,483.05)	
Direct Debit	1	13-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,516.75)	
Direct Debit	1	14-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,454.70)	
Direct Debit	1	15-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,255.35)	
Direct Debit	1	16-Jul-2015	3 - Payments for DOT	Payments for DOT	(3,897.85)	
Direct Debit	1	16-Jul-2015	3 - Payments for DOT	Payments for DOT	(191.75)	
Direct Debit	1	20-Jul-2015	3 - Payments for DOT	Payments for DOT	(4,649.75)	
Direct Debit	1	21-Jul-2015	3 - Payments for DOT	Payments for DOT	(3,766.00)	
Direct Debit	1	22-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,857.70)	
Direct Debit	1	23-Jul-2015	3 - Payments for DOT	Payments for DOT	(3,209.90)	
Direct Debit	1	24-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,962.95)	
Direct Debit	1	27-Jul-2015	3 - Payments for DOT	Payments for DOT	(3,965.40)	
Direct Debit	1	28-Jul-2015	3 - Payments for DOT	Payments for DOT	(2,651.80)	
Direct Debit	1	29-Jul-2015	3 - Payments for DOT	Payments for DOT	(489.55)	
Direct Debit	1	30-Jul-2015	3 - Payments for DOT	Payments for DOT	(3,150.50)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	1	31-Jul-2015	3 - Payments for DOT	Payments for DOT	(2,271.70)	
Direct Debit	1	31-Jul-2015	3 - Payments for DOT	Payments for DOT	(1,131.80)	(69,628.75)
Direct Debit	EFT 247	13-Jul-2015	Credit Card - Shire of Beverley	Various purchases	(42.50)	(42.50)
PAYMENTS RAISED IN CURRENT MONTH					(1,016,065.36)	(1,016,065.36)
WAGES & SALARIES						
EFT Pymt		02-Jul-2015	Wages & Salaries	FE - 30 Jun 2015	(44,203.87)	
EFT Pymt		16-Jul-2015	Wages & Salaries	FE - 14 Jul 2015	(44,908.20)	
EFT Pymt		30-Jul-2015	Wages & Salaries	FE - 28 Jul 2015	(45,266.15)	
WAGES & SALARIES					(134,378.22)	(134,378.22)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
Direct Debit	DD 155.1	28-Jul-2015	Click Super	Superwrap - Personal Super Plan	744.03	
Direct Debit	DD 155.2	28-Jul-2015	Click Super	WA Super	6,161.17	
Direct Debit	DD 155.3	28-Jul-2015	Click Super	Kinetic Super	141.49	
Direct Debit	DD 155.4	28-Jul-2015	Click Super	Colonial First State Super (Corrigan Justin)	293.57	
Direct Debit	DD 155.5	28-Jul-2015	Click Super	Australian Super	179.40	
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					7,519.66	7,519.66
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
Cheque # 1337		29-May-2015	Adebayo Services P/L	2015 Fluvax Inoculations x 17	(528.00)	
Cheque # 1342		08-Jun-2015	Australian Super	Superannuation contributions	(174.68)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #		29-Jun-2015	Beverley Auction Centre	Various Bldgs: 7 x Cleaning signs: Caution Wet Floors	(70.00)	
1349						
Cheque #		29-Jun-2015	Beverley Pharmacy	Various Bldgs: Sharps Collectable Containers	(85.00)	
1350						
EFT	DD1	30-Jun-2015	Click Super	Superwrap - Personal Super Plan: Superannuation contributions	(744.03)	
Pymt	13.1					
EFT	DD1	30-Jun-2015	Click Super	WA Super: Payroll deductions	(5,833.87)	
Pymt	13.2					
EFT	DD1	30-Jun-2015	Click Super	Kinetic Super: Superannuation contributions	(138.06)	
Pymt	13.3					
EFT	DD1	30-Jun-2015	Click Super	Colonial First State Super: Superannuation contributions	(293.57)	
Pymt	13.4					
EFT	DD1	30-Jun-2015	Click Super	Australian Super: Superannuation contributions	(175.97)	
Pymt	13.5					
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(8,043.18)	(8,043.18)
TRANSFERS to TRUST						
TRANSFERS to TRUST					0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
Transfer		15-Jul-2015		Funds inadvertently transferred in error re Trust account	(800.00)	
OTHER AMENDMENTS/GENERAL JOURNALS					(800.00)	(800.00)
INVESTMENTS						
Transfer		01-Jul-2015	Online Saver	Funds Tfr for Investment	(350,000.00)	
Transfer		03-Jul-2015	Online Saver	Funds Tfr for Investment	(108,503.51)	
INVESTMENTS					(458,503.51)	(458,503.51)
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT						(1,610,270.61)

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
Credit Card		18-Jun-2015	Wesfarmers House	Parking for Landcorp Meet 18 Jun 15, Wesfarmers House	16.00	
Credit Card		18-Jun-2015	Caffissimo	Lunch re Landcorp Meet 18 Jun 15 for Pres D Ridgway & CEO S Gollan	26.50	
					42.50	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					42.50	
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
EFT Pymt	EFT 248	15-Jul-2015	Anne Theresa Schuoler	Refund of Cleaning Bond for booking 04 Jul 2015	(200.00)	
EFT Pymt	EFT 249	15-Jul-2015	J W Wansbrough	Refund of Bond of U2, Hunt Rd Village	(400.00)	
EFT Pymt	EFT 250	15-Jul-2015	Tricia Davis	Refund of Cleaning Bond for booking 26 Jun 2015	(200.00)	(800.00)
EFT Pymt	EFT 294	29-Jul-2015	Christopher John Morrison	Refund of Hall Complex Bonds (Rec 437)	(200.00)	
EFT Pymt	EFT 295	29-Jul-2015	Marissa Joanne Burton	Refund of Gym Key Bond (Rec QB 3566 /T37)	(30.00)	
EFT Pymt	EFT 296	29-Jul-2015	Phil Clifford	Refund of Cleaning Bond (Rec 883)	(200.00)	
EFT Pymt	EFT 297	29-Jul-2015	Thomas William Timothy Seed	Refund of Cleaning Bond (Rec 949)	(200.00)	(630.00)
Cheque #	1475	29-Jul-2015	Robert Mourish	Refund of Gym Key Bond (Rec QB 3557/T27)	(30.00)	(30.00)
PAYMENTS RAISED IN CURRENT MONTH					(1,460.00)	(1,460.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #						
Cheque #	1475	29-Jul-2015	Robert Mourish	Refund of Gym Key Bond (Rec QB 3557/T27)	30.00	
PAYMENTS UNPRESENTED IN CURRENT BANK #					30.00	30.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
EFT	EFT	30-Jun-2015	Dylan Ugle	Refund of Cleaning Bond (Rec 697)	(200.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<i>Pymt</i>	242					
<i>EFT</i>	<i>EFT</i>	30-Jun-2015	Shire of Beverley	Bond Forfeit T44 (QB Rec 3596)	(50.00)	
<i>Pymt</i>	243					
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					(250.00)	(250.00)
OTHER AMENDMENTS/GENERAL JOURNALS						
OTHER AMENDMENTS/GENERAL JOURNALS					0.00	0.00
TOTAL EXPENDITURE for TRUST ACCOUNT						(1,680.00)
TOTAL EXPENDITURE as reconciled to the JULY 2015 BANK STATEMENTS						
Municipal Account Expenditure						(1,610,270.61)
Trust Account Expenditure						(1,680.00)
TOTAL EXPENDITURE for JULY 2015						(1,611,950.61)

11.3 Financial Questionnaire to Management

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 20 August 2015
APPLICANT: Cr DC White
FILE REFERENCE: ADM 0047
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Financial Questionnaire to Management (Provided under separate cover)

SUMMARY

Council to consider a Financial Management Questionnaire to be completed by Staff, as requested by Cr David White.

BACKGROUND

During new business in the 28 April 2015 Ordinary Council Meeting, Cr David White presented to each Councillor, a Financial Reporting Questionnaire to Management. to Shire of Beverley Management (Chief Executive Officer and Deputy Chief Executive Officer) respond to at the end of each financial year.

COMMENT

Management are of the opinion that the Financial Reporting Questionnaire is unnecessary due to all financial transactions, decisions and operations within the Shire of Beverley being governed by the *Local Government Act 1995*, *Local Government (Audit) Regulations 1998* and *Local Government (Financial Management) Regulations 1996*.

The Shire of Beverley contracts AMD Chartered Accountants to conduct Interim and Annual Audits that scrutinise all financial transactions and operations to meet all the requirements of the *Local Government Act 1995*.

AMD Chartered Accountants have provided comments to each section of the Financial Reporting Questionnaire:

Section A - Accounting and Financial Reporting

- Statement by CEO in the annual financial report confirm the financial report is true and fair and compliant with the provisions of the *Local Government Act 1995*;
- Through our representation letter (signed by CEO and DCEO) prepared at the conclusion of our audit procedures, management confirm to us that they have complied with the requirements of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.
- Accounting Policies - Note 1 to the financial statements outlines significant accounting policies used, representation letter also confirms the selection and application of accounting policies is appropriate.

- Misstatements - representation letter confirm that the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial report as a whole (audit adjustments and potential misstatements are discussed throughout the audit process).
- Related party transactions - management confirm through representation letter that related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Australian Accounting Standards.
- Commitments and contingencies - through discussions while onsite, minute review, review of legal expenses (if any) and confirmation within our representation letter management we confirm the following:
 - There are no liabilities, both actual and contingent, that have arisen which have not been disclosed;
 - There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles, other than as disclosed in the financial report; and
 - They have disclosed known actual or possible litigation and claims whose effects should be considered when preparing the financial report.
- Audit - through discussions while onsite and within our representation letter management confirm they have provided us with:
 - Access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters;
 - Additional information that we have requested for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- Assets - as part of our audit procedures we assess:
 - Debtor collectability;
 - Classification of current vs non-current assets;
 - Inventory valuation methods used;
 - Depreciation expense to ensure consistent with Council policy;
 - Whether assets are impaired; and
 - Leases held by Shire of Beverley.
- Taxation - monthly BAS's are reviewed to ensure submitted by due date and reconciled to general ledger, FBT return also reviewed.
- Income and Expenses - examples of testing completed in addition to controls testing completed at interim audit:
 - Reconciling grants per general ledger to financial statements;
 - Sample of grants received are verified to supporting documentation;
 - Sample of capital additions agreed to authorised supplier invoice.

- Going Concern - discussions held with management at time of interim and final audit, we undertake review of forward budget, 10 Year Plan and most recent monthly financial statements subsequent to 30 June.

Section B - Internal Controls

- Internal controls in respect of revenue and receipting, purchasing and payments, payroll and monthly reconciliations are reviewed at the time of our interim audit, with interim management letter issued if required.
- Management letter is issued after conclusion of our final audit outlining any internal control deficiencies.
- Through our representation letter management we confirm management acknowledge their responsibility for the design and implementation of internal control to prevent and detect error. Management have established and maintained adequate internal control to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained. There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.
- Insurance policies and insurance claims are reviewed by us at the time of our final audit.
- Review of internal procedures and Council policies is undertaken to ensure appropriately designed, operating effectively and compliant with statutory requirements.
- Material balance sheet accounts are agreed to supporting reconciliations.
- Controls over journals are documented and sample of journals tested to supporting documentation.

Section C - Fraud

- Fraud discussions are held with management at the time of our interim and final audit.
- As part of our interim audit procedures the DCEO completes a fraud checklist as required by ASA, 240;.
- Through our representation letter CEO and DCEO confirm:
 - They acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud;
 - They have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud;
 - They have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - Management;

- Employees who have significant roles in internal audit control; and
 - Others where fraud could have a material effect on the financial report.
- They have disclosed to you all information in relation to the allegations of fraud, or suspected fraud, affecting the entity's financial report communicated by employees, former employees, analysts, regulators or others.

Section D - Compliance with Laws, Regulations and Policy

- As per of our audit procedures compliance with the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996 is assessed. Inquiries are also made whether laws and regulations have been complied with.
- Through our representation letter management confirm to us that they have complied with the requirements of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.
- Through our representation letter management confirm to us that they have disclosed all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.

Section E - Record Keeping

- As per of our audit procedures compliance with the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996 is assessed.
- As per the above, through our representation letter management confirm to us that they have complied with the requirements of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.
- As part of our audit procedures we complete a review of Council and audit committee minutes ensuring they have been signed off at the subsequent meeting as evidence of being true and fair.

Therefore in conclusion, our audit procedures which include obtaining a management representation letter signed by Simon and Stephen (as required under Australian Auditing Standards) do address the areas outlined within the Financial Questionnaire. Perhaps to provide additional comfort our management representation letter can be tabled at the Audit Committee/Council meeting before being signed to confirm these areas – Maria Cavallo

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

Sustainable Governance – Ensure governance and legislative requirements are met.

POLICY IMPLICATIONS

Accounting and Finance Policies 1.1 – 1.9

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council do not proceed with the Financial Reporting Questionnaire to Management.

COUNCIL RESOLUTION

M5/0815

Cr Pepper

Cr Davis

That Council do not proceed with the Financial Reporting Questionnaire to Management.

CARRIED 8/1

Cr White voted against the motion.

12. ADMINISTRATION

12.1 Licence Agreement – Dead Finish Museum

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 18 July 2015
APPLICANT: Beverley Historical Society
FILE REFERENCE: ADM 0268
AUTHOR: S P Gollan, Chief Executive Officer
ATTACHMENTS: Draft Licence Agreement (Provided under separate cover)

SUMMARY

Council to consider a new Licence Agreement between the Beverley Historical Society (BHS) and the Shire of Beverley (the Shire) to occupy and manage the Dead Finish Museum.

BACKGROUND

The previous agreement between the Shire and BHS expired on 1 July 2015. The previous agreement was for a period of five years from 1 July 2010 to 1 July 2015.

At the July 2015 Ordinary Council meeting, the item lay on the table to allow Management to produce a more formal agreement in a similar layout of other Licence Agreements.

COMMENT

A Draft Licence Agreement was formulated and passed on to the President, Secretary and Assistant Secretary of the BHS Committee.

The President, Mrs Maree Hutchinson has returned the draft agreement, advising they (BHS) were happy with the agreement.

Essentially, the agreement still makes provision for BHS to manage the Dead Finish Museum and Grounds for a nil fee, however unlike the previous agreement BHS acknowledges that the licence is non-exclusive and does not convey any right of exclusive possession.

It should be noted that BHS works in conjunction with the Beverley Tree and Garden Society to maintain the gardens, and also allows the Tree and Garden Society to hold their meetings there when room and space permits. They do not make a profit from this informal arrangement.

In the last five years Management has not experienced any issues or problems with the Beverley Historical Society and is eager to continue the partnership. The BHS are competent managing the building and maintaining the gardens. This year the BHS presented an informative and factual WW1 exhibition in the Dead Finish Museum about the impact of the Great War on our Community. The opening of this exhibition was attended by the Shire President and Hon. Mia Davies MLA among many.

Council is welcome to suggest any changes or alterations to the Draft Licence Agreement.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

Planned Development – Preserve our heritage – Maintain and protect our heritage buildings and areas of significance.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Shire of Beverley enter into a five year Licence Agreement with the Beverley Historical Society for the management and non-exclusive occupation of the Dead Finish Museum.

COUNCIL RESOLUTION

M6/0815

Moved Cr Buckland

Seconded Cr Gogol

That the Shire of Beverley enter into a five year Licence Agreement with the Beverley Historical Society for the management and non-exclusive occupation of the Dead Finish Museum.

CARRIED 9/0

12.2 Beverley Town Hall Fee Waiver Request

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 19 August 2015
APPLICANT: Mr Colin Storey
FILE REFERENCE: ADM 0325
AUTHOR: K McLean, Community Development Officer
ATTACHMENTS: Artist Statement and Request to Shire

SUMMARY

Mr Colin Story, artist, has requested that Council waiver the Town Hall hire fee for an exhibition "The Road to Beverley" showcasing the history of local farming families.

BACKGROUND

Colin Story has been collecting stories in the District from some of the many farming families, both long established and more recent arrivals. With a particular emphasis on old and ruined buildings and the stories that can be attached to them, Mr Story has been working on this project for 18 months with the bulk of the work being completed in the last 5 months.

This social history will be presented to the community in the Lesser Hall as an exhibition of video works, displayed on 5 TV screens, together with some photographs and objects on display from Sunday 20th September until the following Sunday. Opening times will generally be 10.30 to 4.30 each day, and Mr Story will "sit" the show during that time. For the opening on the first Sunday, from 3.30 to 6:00pm, the Town Hall will be used to serve afternoon tea and some cool drinks, but no alcohol.

COMMENT

Throughout this project, Mr Story has engaged with many local families including Williamson, Barrett-Lennard, Bremner, McLean, Kilpatrick, Heal, Blechynden, Smith, and many more. The project has highlighted a dedication to our heritage, with the exhibition giving the wider community an insight into the early settlers of the Shire. Locals, visitors, historians and school children will benefit from the display.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Town Hall Full Complex Hire

Sunday 20th September \$200

Lesser Hall Hire

Friday 18th September – Monday 28th September
10 days (excluding 20th) \$920

STRATEGIC IMPLICATIONS

A place that values its past and history.
Maintain and nurture the sense of community

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council forego the hire fee for the duration of the exhibition entitled "The Road to Beverley" presented by Mr Colin Story.

COUNCIL RESOLUTION

M7/0815

Moved Cr Murray

Seconded Cr Davis

That Council forego the hire fee for the duration of the exhibition entitled "The Road to Beverley" presented by Mr Colin Story.

CARRIED 9/0

Attachment 12.2

Colin Story - artist statement

From the once mighty Avon, fresh at that time and abundant with wildfowl and fish, the European settlers pushed up into the hills. Tied to places of permanent water, along the banks of this river, its tributaries and natural springs, they sought to further their ambition, in many cases to own land for the first time. Ensign Dale had reported favourably to the fragile Colony of West Australia after his expeditions to the hinterland in 1830 and 1831, and soon large acreages of land – 10,000 acres and more - were leased, primarily for sheep grazing. Structures began to appear in the landscape. Shepherds were lodged in slight huts among the scattered trees. Then, as the farmers turned to the clearing of the land, planting the fertile soil with wheat, barley and oats, small houses of "mud-bat" and stone, roofed with thatch or shingle, started to be built among the clearings. These remnants of an earlier time still dot the district. Many are hidden away in places known to the settler families who are now in their 5th, 6th or 7th generation. It is from their descendants I have found stories that remember and honour those past generations.

Whilst in this project I have focused on European settlement, I would like to acknowledge the many-layered history of Aboriginal people - past and present - in this landscape. I hope in the future that I may be able to work with these stories of country too.

My sincere thanks for the warm welcome I have received from this extraordinary community that knows so much about its past, and can teach us about how we, as Europeans, have come to develop a love of place.

Attachment 12.2

The Road to Beverley

Collecting stories in the District from some of the many farming families, both long established and more recent arrivals, is a project I have been working on for the last 18 months....although the pace of interview and the editing of those video recordings has been all consuming these last 5 months!

I have been rightly amazed by both the depth of knowledge that this community has, and greatly impressed by their passion for and dedication to their heritage.

This project is a transect of the community today, and as much records who we are as people as the facts and figures of history. That is the work of historians, whereas my project can be thought of as a social history, with a particular emphasis on old and ruined buildings and the stories that can be attached to them.

I have booked the lesser hall in Beverley for 10 days from Friday 18th September until Monday 28th September. The exhibition of video works, displayed on 5 TV screens, together with some photographs and objects will be on display from Sunday 20th September until the following Sunday. Opening times will generally be 10.30 to 4.30 each day, and I will "sit" the show during that time. For the opening on the first Sunday, from 3.30 to 6, I will use the large hall as well to serve afternoon tea and some cool drinks, but no alcohol. I have checked to make sure no football is on that day!

I have asked Geoff Overheu, Artist - previously his family farmed near Brookton - to give the opening speech, and I will give my thanks after that; I have also asked Dee Ridgway to MC the speeches.

This is a free event for the community and my intention is to bring together people from this and other places, such as Fremantle where many early arrivals first landed, and where I have lived for the last 26 years. At some future time, and with the permission of the families involved, I would like to show these works in Fremantle, and to invite your community to be a part of that event.

I would ask for the support of Council towards the running costs of the exhibition by waiving the normal hire costs of the Hall.

Colin Story 16th August 2015

12.3 Community Grants

SUBMISSION TO: Ordinary Council Meeting 25 August 2015
REPORT DATE: 19 August 2015
APPLICANT: Various Community Groups
FILE REFERENCE: ADM 0428
AUTHOR: K McLean, Community Development Officer
ATTACHMENTS: Grant Applications (Provided under separate cover)

SUMMARY

Council to consider awarding grant funding for various Community Groups.

BACKGROUND

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

COMMENT

The fourth round of Community Grants was advertised in July 2015 in the Beverley Blarney. Applications opened on 1st July and closed on 31st July 2015. A total of two (2) applications were received.

Applications, with the amount requested were received from Beverley Community Resource Centre Inc. (\$1,200) and Beverley Historical Society (\$1,000). The grant applications were subscribed to a total of \$2,200 in this first round of applications for 2015/2016.

The applications were considered by Stephen Gollan (CEO) and myself.

Clubs had to pass the compliance criteria to be considered eligible. The compliance criteria consisted of: Incorporation, Beverley Based Group/Club, 50:50 matched funds (for grants over \$1000).

Applications for under \$1,000 have to fall within one of the following categories:

- Early Years (0 to 4yrs)
- Environment
- History and or Heritage
- Seniors
- Tourism
- Volunteer/Upskilling
- Youth (5 to 18yrs)

Applications for over \$5,000 have to fall within one of the following categories:

- Art and Culture
- Disability/Aging
- Education & Training
- Environment
- Event
- Minor infrastructure/equipment or development,
- Sport and Recreation.

Each application met the compliance criteria.

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

The table below outlines the Grant Applications, the activities they wish you to use the grant money for, the amount they requested and the amount with reasoning that we are suggesting they receive.

Club/Group	Members	Inc.	Activity	Amount Requested	Amount Suggested	Reasoning
Beverley Community Resource Centre Inc.	45	Yes	Category: Event Wild Women of the West	\$1,200	\$1,200	Local & regional event – area promotion. Awareness of mental & physical health issues. Educate & inform about support services. Networking. Matching funding from other sources
Beverley Historical Society	18	Yes	Category: History & Heritage Conservation and interpretation of Beverley Times Printing Press	\$1,000	\$1,000 Subject to negotiation about position & type of signage.	Conservation, protection & interpretation of historical artefact. Community & visitor education. Does not include free standing structure to cover the artefact – this is being funded by the group itself.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Community Grant Program

STRATEGIC IMPLICATIONS

Sustainable Community – Foster Community Participation – Support community needs.

POLICY IMPLICATIONS

Community Grant Policy

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council award the following Community Grants:

1. Beverley Community Resource Centre Inc. (\$1,200)
2. Beverley Historical Society Inc. (\$1,000)

COUNCIL RESOLUTION

M9/0815

Moved Cr Davis

Seconded Cr Gogol

That Council award the following Community Grants:

- 1. Beverley Community Resource Centre Inc. (\$1,200)**
- 2. Beverley Historical Society Inc. (\$1,000)**

CARRIED 9/0

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

13.1 Cr Pepper Resignation

Cr Pepper tendered his resignation mid-term, effective 17 October 2015.
Council received the resignation with regret.

14. CLOSURE

The Chairman declared the meeting closed at 3:00pm

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

PRESIDING MEMBER:

DATE: